

# QuickBooks® Consultancy

## ▶ What is the difference between a Consultant and a Bookkeeper?

A Consultant is a specialist in accounting systems – consultants aim to train to fill the gaps in skills and knowledge which assist to maximise the success of your business.

A Consultant will work with a business to significantly save on costs.

Cost savings are achieved by

- » problem solving existing systems
- » maximising cash flow
- » improvement in bookkeeping processes and office workflow
- » Increasing your use and return on investment in your accounting system
- » increased self reliance
- » lower external accountancy costs

Using a strictly controlled process, the bookkeeper records the financial transactions of the business on a weekly, fortnightly or monthly basis. The bookkeeper provides financial support and administrative assistance to owners of businesses.

In summary, the bookkeeper works *within* your office procedures and systems performing mechanical functions. A consultant acts *on* your office procedures and systems and works with your staff to improve your operations and reduce your costs.

## ▶ Why you SHOULD use an Accredited QuickBooks Consultant to help your business!

Reckon Accredited Professional Partners (QuickBooks Consultants) are Reckon product specialists.

QuickBooks Consultants\* attend an annual conference with Reckon, the software developers and participate in other networking events. They are tested to see that they are skilled with the current QuickBooks release and are familiar with developmental changes, compliance and regulatory issues. QuickBooks Consultants assist in pre-release software product testing and advise on product improvements.

QuickBooks Consultants are a key link with the software developer (Reckon) and you, the software end user.

QuickBooks Consultants provide installation, training, bookkeeping and accounting support for QuickBooks, Quicken and other Reckon products. Each consultant can analyse the needs and requirements of your business as well as provide ongoing Reckon software support and training to promote your business growth.

A QuickBooks Consultant will ensure your Reckon software is correctly set up for your business and you and your staff are appropriately trained. Your accountant will appreciate the clear presentation of information. You are free to work on your business without the worry caused by inaccurate bookkeeping presentation and misleading bookkeeping entries.

*\*Reckon Consultants accredited in POS, Quicken, Payroll Premier are required to attend separate accreditation events*

QuickBooks® QBseries

**Reckon**  
ACCREDITED  
PROFESSIONAL  
PARTNER



6 I'd say the trust part of the relationship is huge and gaining my confidence was a big part of it. The books I've been able to give my tax accountant are much clearer and have all the information they need. I'm sure it will save me in accountancy fees in the short and long term.

I would recommend Direct Management to other business owners because they're easy going but thorough, patient – not pushy and they work with you in your best interests. 9

*Anthony Carfarella, Owner, Cafa's All States Electric Motor & Pumps, Koo Wee Rup, VIC 3981*

6 When we refer our clients to Direct Management (DM) for bookkeeping we do with absolute confidence and trust because the bookkeeping is quite simply beautiful and every client I have that they deal with has near perfect books which makes my job easier...

Their superior knowledge of QuickBooks gives them the ability to make sure files are presented in a way an accountant can access and fully appreciate the information. Every client I have referred to DM loves her work and likes the way things are explained to them so they fully understand the processes and learn along the way.

DM's work saves me hours of work and therefore saves the clients a lot of money. As a CPA I couldn't ask for more. DM's worth their weight in gold. 9

*Kayleen Redman, CPA, WA Nutton & Associates Pty, Berwick, VIC 3806*

**You want an experienced consultant to set up your accounting systems and procedures and a reliable bookkeeper to maintain it once it is properly established. You want Direct Management!**

**0407 226 515**  
**[www.directm.com.au](http://www.directm.com.au)**

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