

## AN INVITATION

NIGHT SESSION

# MAKE XERO COUNT

A practical Xero workshop for local businesses and farmers

Are you interested in moving to Xero or are you already on the journey? June is the perfect time to kick-start your Xero training ahead of the new financial year.

Join us for an interactive and informative workshop for all current (up to intermediate level) and potential Xero users.

- Reconciling the bank, including effective use of rules, matching, cash coding and common errors
- Sales invoices/debtors including files, emailing, getting paid quicker and bills to pay/creditors
- Getting the most out of Xero reporting
- Using contacts efficiently
- Payroll, including the back-end settings, templates, leave accruals, correcting errors, employee time sheets, finalisation and STP
- Customising your file
- Products and services
- Useful tools including search functions and industry applications

## MEET THE SPEAKERS



**Simon Brown**  
Principal, RSM Australia

With experience in providing advice on taxation and business matters, Simon looks for ways that technology can be used to provide better and more cost effective business solutions.



**Steffie Wallner**  
Senior Accountant, RSM Australia

Certified in a range of cloud based accounting systems and digital add-ons, Steff assists her clients in ensuring they find and utilise the most efficient way to run their local business.



**Date:** Tuesday, 8 June 2021

**Time:** 5:00pm – 9:00pm

**Venue:** RSM in Busselton  
Unit 2/2 Fairbairn Road,  
Busselton WA 6280

**Cost:** This workshop is free

**RSVP:** Please RSVP by Friday,  
4 June 2021 to confirm  
your attendance

[Click here and email to register](#)

RSVP to Chloe McKenzie by emailing  
[chloe.mckenzie@rsm.com.au](mailto:chloe.mckenzie@rsm.com.au)

Light refreshments and food will be provided.  
Please let Chloe know if you have any  
dietary requirements.

*Attendees are encouraged to bring their own  
laptops/tablets.*

RSM Australia is the winner of the 2019  
Xero Enterprise Partner of the Year award

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