

Academic Year 2024/ 2025

Semester 2

Name:	Class:11F	Date:
Subject: Computer Accounting		Topic: Recap on previous skills
Activity Type: ☐ Individual ☐ Pair ☐ Group	Objective: ☐ Quiz #... ☐ Task sheet #... ☐ H. W # ... ☐ Handout # ... ☐ Other...	

Listen to the following Conversation and answer then fill in the company basic information:

Tell us about your business
Enter the essentials so we can create a company file that's just right for your business.

1 Tell us 2 Contact info 3 Add info → Start working

* Company Name
We'll use this on your invoices and reports, and to name your company file.

* Industry [Help me choose](#)
We'll use this to create accounts common for your industry.

* Company Type [Help me choose](#)
We'll use this to select the right tax settings for your business.

Tax ID # [?](#)
We'll use this on your tax forms.

Do you have Employees?

* Required

[Need help? Give us a call](#) [Back](#) [Continue](#)

Enter your business contact information
Once you enter your contact information, you're ready to create your company file.

1 Tell us 2 Contact info 3 Add info → Start working

Legal Name [?](#)

Address

City

State * ZIP

Country

* Phone

Email

Website

* Required

[?](#) Enter basic contact information so you can instantly print and email invoices and other forms to your customers and vendors.

[Back](#) [Preview Your Settings](#) [Create Company File](#)