sage



## Sage 50

Computerised Accounting & Bookkeeping Level 1
Certification

Level 1 Certification



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# Introduction to Sage 50 Computerised Accounting & Book-keeping Level 1

The Sage 50 Computerised Accounting & Book-keeping Level 1 is designed for complete beginners and will equip learners with the expertise and knowledge in essential bookkeeping and accounting. Learners will gain up-to-date skills in accounting software required by employers. A high-demand qualification, many businesses, and companies rely on Sage software making it an industry-standard criterion.

The Sage 50 Computerised Accounting & Book-keeping Level 1 simplifies and expedites a wide range of accounting tasks to ensure bookkeepers and accountants work quicker and more efficiently. Sage 50 can be applied from the simplest accounting tasks to maintaining complex financial systems.

Sage 50 Computerised Accounting & Bookkeeping Level 1 will offer insight on how to minimise the challenges of day-to-day accounting activities and meet the needs of small to medium-size businesses and corporate companies. Sage 50 gives learners the opportunity to advance in their career prospects in the finance and accounting sectors.

### Why Global Edulink is the Future of Education?

Global Edulink aims to inspire learners to develop and progress through lifelong education.



Join a digital classroom from anywhere in the world



World-class training provider



900+ courses to suit your individual or corporate needs



Life-changing learning opportunities



150 expert instructors active in their field



Affordable costs



E-Certificates, Student ID Cards, TOTUM Discounts



Award-winning company



Book shop featuring popular publications



Accredited by highly-recognised awarding organisations



### **About Us**

A pioneering online learning provider, Global Edulink is an established brand in the popular e-learning industry in the United Kingdom. With the ultimate goal to ensure everyone has the opportunity to learn, we strive to keep our materials cutting-edge and resources innovative. We believe education empowers through boundaries and helps transform lives. We are dedicated to making learning possible and reaching out to learners across the world. Accredited to highly recognised awarding organisations, our mission is to create a learning environment that brings about equality, prosperity, and opportunity for everyone.

"

What we learn with pleasure we never forget

Alfred Mercier (American Poet & Playwright)

### Pioneers in Learning



#### **KNOWLEDGE**

We are experts in online education and are committed to delivering a high-quality learning standard, experiences, and services.



#### **INNOVATION**

We are pioneers in introducing new ways to access education irrespective of any barriers.



#### **LEARN & UP-SKILL**

We offer the tools to succeed enabling learners to become empowered in their pursuit of achieving educational goals.



### Sage 50 Training Benefits

- Accounting solution at its core
- Scalable version to suit different business requirements
- Simple, easy, and convenient report generation
- Error-free tax computation
- Improved inventory control and management



#### Value-Added Asset

Global Edulink operates with dedication and integrity and wants our learners to be satisfied with our services. We believe the value of our training will determine the progress in your present organisation or looking further afield to get the role you deserve.

- Communicate clearly and precisely
- Listen carefully and offer timely solutions
- Efficient and provide notable support
- Resolute in helping you meet your expectations
- Ensure you achieve the best possible outcome



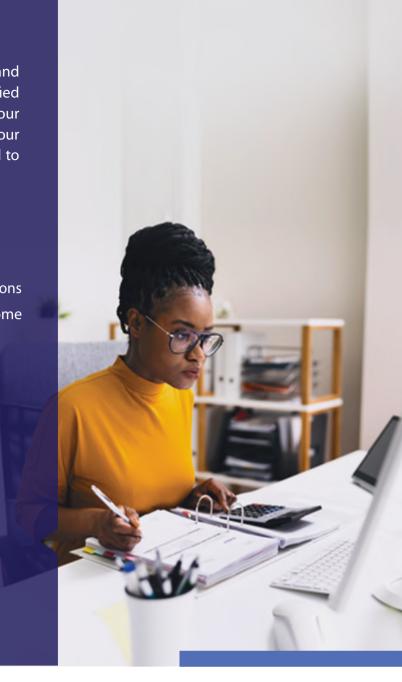
#### Take Your Expertise to the Next Level

- Basics of financial management
- How to apply features of Sage 50
- Overview of chart of accounts
- The complete sales order process



### **Exciting Career**

- Recognised certification
- Job roles in the accounting sector
- Attractive salary
- Opportunities to progress up the rank



### Sage 50 in the Real World

Sage 50 is an in-demand qualification that provides the perfect starting point to learn to carry out a variety of finance and administration duties by applying the Sage 50 computerised accounting software. Sage 50 is prominently used across the United Kingdom and in a number of global businesses to make accounting practices easier and more efficient.

- Learn to efficiently use Sage 50 software
- Enhance productivity and customer satisfaction
- Managing operations across multiple markets
- Collaboration across all areas of your business

### **Meet Our Expert Trainer**



Giada Baldi

Giada Baldi is a CIMA-qualified, highly-organised, creative, and proactive accounting tutor in the United Kingdom. She has a wealth of knowledge and expertise in finance and accounting tutoring and applies her exten-

sive experience when teaching students. Additionally, she offers customisable CIMA classes for learners. Giada received a Bachelor's Degree in Administration and Management from the University of Florence and is highly skilled in accounting software.



#### **Entry Requirements**

The Sage 50 Computerised Accounting & Bookkeeping Level 1 is suitable for absolute beginners.



#### Assessment

To be successful in the course, candidates must complete a final online assessment.



#### Achievement

Upon successful completion, learners will be awarded the Sage 50 Computerised Accounting & Bookkeeping Level 1 by CPD.

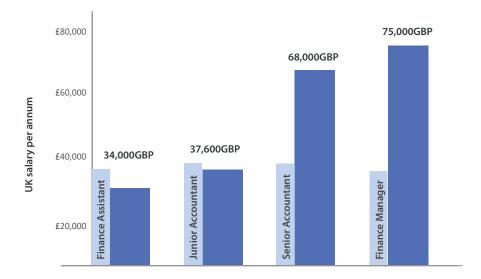


#### Career Path

Once you successfully qualify for the Sage 50 Computerised Accounting & Bookkeeping Level 1, you can explore a diverse range of job roles in the finance and accounting sectors. The more Sage qualifications you earn, the better the choices you have in the industry. Your skills will give you a generous-paying job, plenty of benefits, and a wide array of opportunities.

Given below are job titles you can compete for, along with the average UK salary per annum (approximately) according to https://www.glassdoor.com.

- Finance Assistant £34,000 (Approximately)
- Junior Accountant £37,000 (Approximately)
- Senior Accountant £68,000 (Approximately)
- Finance Manager £75,000 (Approximately)





#### What is Next?

Sage is the market leader of payroll, integrated accounting, and payment systems. The most popular accountancy programme in the United Kingdom, Sage also serves 23 countries around the world and over 6 million businesses globally. With the Sage qualification, you can align yourself and your set of skills with a wide array of job roles in the finance sector.



### **Building on Your Qualification**

Sage skills and experience are highly sought-after by many leading companies. It's the next ideal step in your training development to pursue a career in accountancy. The certification is valuable and demonstrates the learner's competence in accounting software. Learners who complete the Level 1 Sage 50 course can proceed to Levels 2 and 3 in Sage Computerised Accounting & Bookkeeping.

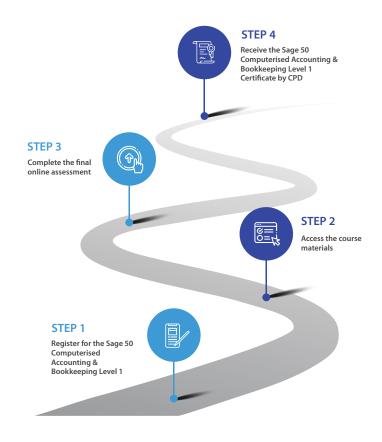


### Course Curriculum

- Introduction to Sage 50
- How to set up a company in Sage 50
- Edit a transaction recorded in Sage
- Business types, financial year, and accounting dates
- Nominal codes, chart of accounts, and the double entry concept
- Deal with customer & supplier
- Control accounts: debtors, creditors, and VAT
- Customer address list & supplier address list
- How to generate customers & suppliers reports

- Add new accounts to sale, purchase, & nominal ledgers
- How to record petty cash transactions in Sage 50 accounts
- Process data, bank transactions, invoices & credit notes accurately
- Bank reconciliation and statement
- Creating month end reports in Sage
- Produce management reports

### Road Map of Your Learning Journey



### **Top Awards**



"We are honoured to have been awarded the "Best Online Education Provider in the UK" at the Global Brands Magazine Awards 2021. Global Brands Magazine is a leading brands magazine in the United Kingdom providing opinions and news related to various brands across the world."



"Global Edulink is proud to be recognised with the Customer Outreach Accolade 2019 from Find Courses. The award validates our excellent customer service ensuring our learners' journey is made efficient and more effective."



"Global Edulink celebrates being chosen by Find Courses for the Award for Top 10 Online Courses 2020. The award represents our commitment to providing outstanding training to learners worldwide."

We've been recognised for our masterful courses and remarkable customer service by Global Brands Magazine a top luxury UK brands magazine and findcourses.co.uk a UK company dedicated to providing comprehensive course and training search services.

### **Brands**

World-class brands have partnered with us on this extraordinary journey.



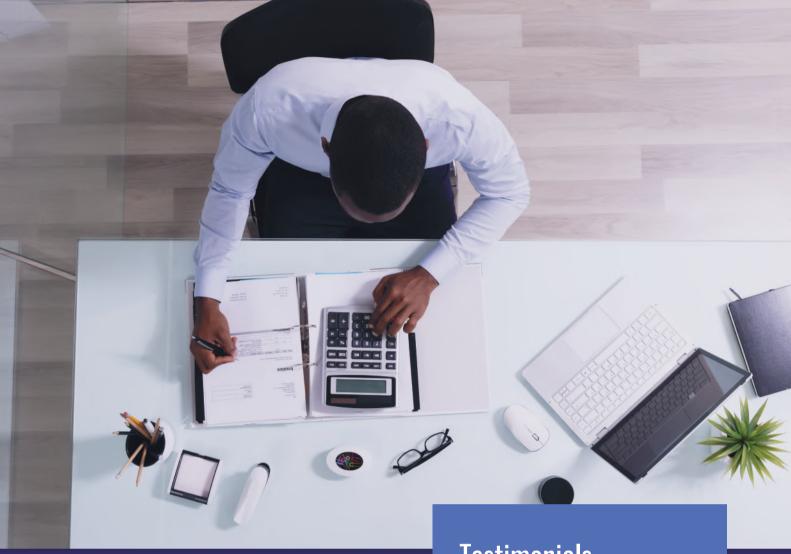












See what our students have to say about their learning experience at Global Edulink. **Review our Trustpilot score** and gain an overall measurement of our learners' satisfaction.

### **Testimonials**

"

#### New tips and techniques

myself. I gained an introduction to using computerised accounting software in financial and administrative duties

Alexander Rees

Useful in my work

As an accountant, I was very pleased provided me with up to date skills that have enhanced my future prospects. Additionally, it's also useful for anyone who wants to run their own business

Abel May



**Global Edulink** \* \* \* \* \* \* 4.8 ①

