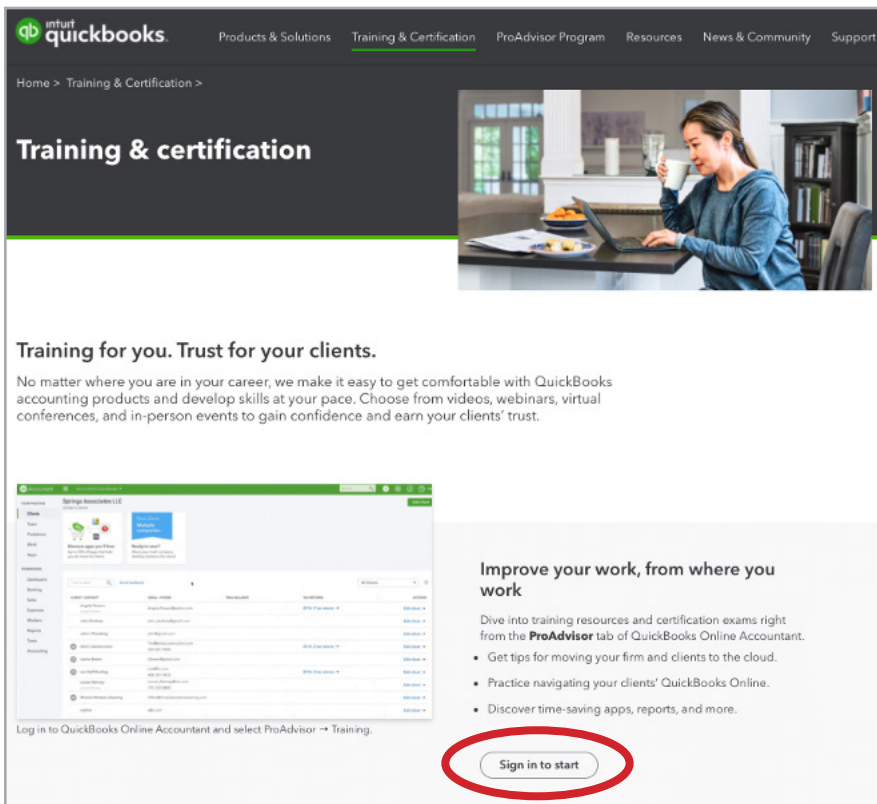


QuickBooks Online Certification Instructions

1. Go to <http://bit.ly/QBOAMILITARY>
2. Click on "Sign in to start" from the home page



3. If you don't have a QuickBooks Online Accountant (QBOA) account, sign up for free
4. Once you have successfully created an account, under "Please enter Firms Info" enter your name, ZIP, and number of employees
 - If you do not have a firm, please enter your name, ZIP, and enter 1 for Employees
5. Under "Your Practice" click on "ProAdvisor"
6. Click on "Get Started"
7. Finally, click on the Training Tab

Note: This certification is **required** to be hired as a QuickBooks Bookkeeper.