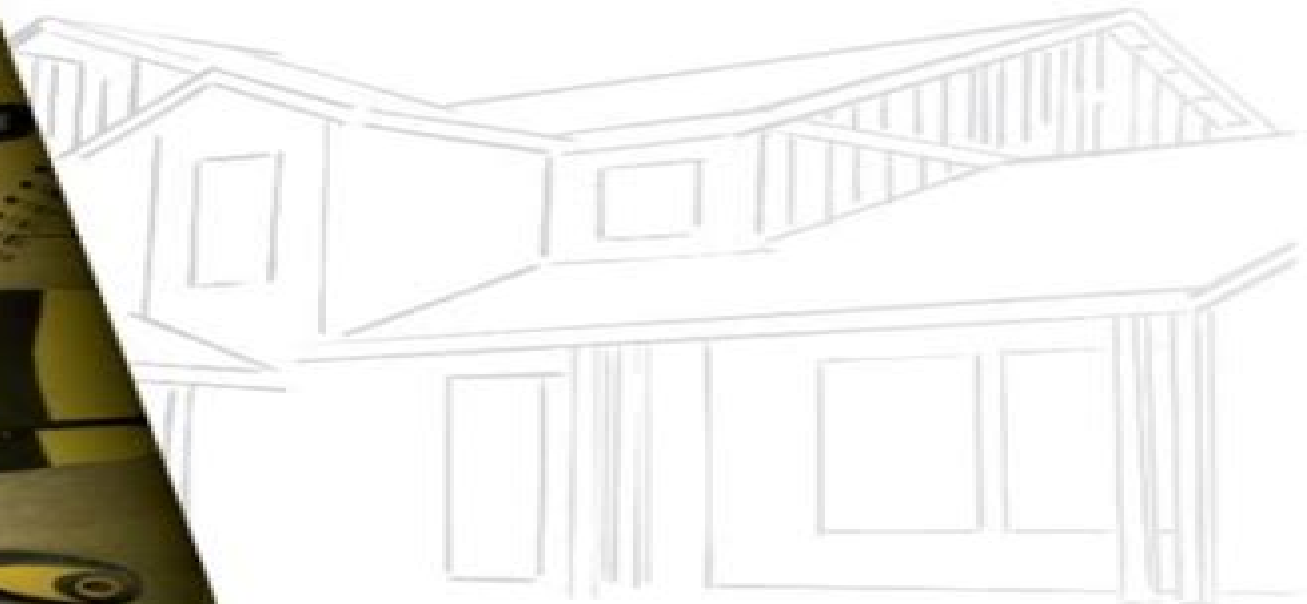




OnlineAccounting
ACADEMY

CONTRACTOR'S GUIDE TO QUICKBOOKS®



Contractors Guide To Quickbooks

Karen Mitchell,Craig Savage,Jim Erwin



Contractors Guide To Quickbooks:

Contractor's Guide to QuickBooks Pro 99 Karen Mitchell, Craig Savage, Jim Erwin, 1999 **Contractor's Guide to QuickBooks Pro 2002** Karen Mitchell, Craig Savage, Jim Erwin, 2002 According to a recent national survey more construction contractors use QuickBooks Pro and QuickBooks than all other accounting programs combined And for good reason QuickBooks Pro excels at all the routine paperwork in a construction office writing checks keeping track of your bank balance sending out invoices and statements creating up to the minute profit and loss statements for the month year or by job writing payroll checks paying suppliers and subcontractors tracking job costs comparing estimated and actual costs for each job and much more But there s a lot to learn in QuickBooks Pro And converting to a new accounting system can be a complex and confusing task even if you have a strong background in accounting and plenty of time to install the new system That s why this book was written because most construction pros aren t accounting experts and have more important work to do at the job site **Contractor's Guide to QuickBooks Online** Karen Mitchell, Courtney Lechrone, Jamie Bickmore, 2019-10-15 A how to guide for Contractor s using QuickBooks Online *Contractor's Guide to QuickBooks* Karen Mitchell, 2019-09-06 QuickBooks Desktop isn t just for taxes You can use it for payroll managing your vendors and subs even job costing QuickBooks can simplify staying on top of your finances But learning QuickBooks can be complex on your own If you d rather be building homes than burning the midnight oil trying to figure it all out you should have this new book It includes a template for a construction company to help speed your set up **QuickBooks for Contractors** Cristie Will, 2016-02-04 This Contractors Guide Takes all the Guess Work Out of the equation by walking you through step by step detailed setup explaining item by item list by list and how you should be using QuickBooks everyday You will create an top of the line accounting system in a matter of days not weeks With this book and my 20 plus years in the Construction Industry you will have all the financial tools you need to startup and stay at the top of your Industry Get the show on the road and pick up a copy of this book today **Contractor's Guide to QuickBooks Pro 2004** Karen Mitchell, Craig Savage, Jim Erwin, 2004 According to a recent national survey more construction contractors use QuickBooks Pro and QuickBooks than all other accounting programs combined And for good reason QuickBooks Pro excels at all the routine paperwork in a construction office writing checks keeping track of your bank balance sending out invoices and statements creating up to the minute profit and loss statements for the month year or by job writing payroll checks paying suppliers and subcontractors tracking job costs comparing estimated and actual costs for each job and much more But there s a lot to learn in QuickBooks Pro And converting to a new accounting system can be a complex and confusing task even if you have a strong background in accounting and plenty of time to install the new system That s why this book was written because most construction pros aren t accounting experts and have more important work to do at the job site Contractor s Guide to QuickBooks Pro 2004 will walk you step by step through QuickBooks Pro s detailed setup procedure and then explain item by item how you should be

using QuickBooks Pro every day In days rather than weeks you ll create a first rate accounting system that s an asset to your company Here you ll find simple well illustrated instructions for customizing the setup for QuickBooks Pro 2004 including what each screen on your monitor should look like This manual explains every choice you need to make and every button you need to click on And it tells you how to get a trial version of QuickBooks Pro if you want to try it before buying and includes two other programs you ll want to use when estimating costs with QuickBooks Pro With this book the CD in the back with the software and data files just described and QuickBooks Pro 2004 you have at your fingertips all the financial tools needed to keep your books straight and your company running strong and in the black Book jacket **Contractor's Guide to**

QuickBooks Pro 2006 Karen Mitchell,Craig Savage,Jim Erwin,2006 Tailored to the needs of contractors this practical guide shows how to set up a chart of accounts in the Quickbooks Pro software package add customers and vendors track transactions create invoices process payroll generate job cost reports and prepare financial statements The CD ROM contains a preconfigured construction company file an estimating program and a job cost wizard Annotation 2006 Book News Inc Portland OR booknews com **Contractor's Guide to QuickBooks Pro 2003** Karen Mitchell,Craig Savage,Jim

Erwin,2003 Easily master QuickBooks Pro 2003 and quickly learn how to generate reports to help you analyze your company s progress Includes a FREE CD ROM with preconfigured construction company files for QuickBooks Pro including one for Canada Just drag the company file onto your hard drive and then fill it in with your vendors subs and customers Also included is a complete estimating program with a cost database to help you estimate your jobs and a unique translation tool to transfer the estimate to QuickBooks Pro for job costing Includes 40 FREE construction forms **Contractor's Guide to**

Quickbooks 2012 Karen Mitchell,Craig Savage,2012 **Contractor's Guide to Quickbooks Pro 2010** Karen Mitchell,Craig Savage,Jim Erwin,2010 According to a recent national survey more construction contractors use QuickBooks Pro and QuickBooks than all other accounting programs combined And for good reason QuickBooks Pro excels at all the routine paperwork in a construction office writing checks keeping track of your bank balance sending out invoices and statements creating up to the minute profit and loss statements for the month year or by job writing payroll checks paying suppliers and subcontractors tracking job costs comparing estimated and actual costs for each job and much more But there s a lot to learn in QuickBooks Pro And converting to a new accounting system can be a complex and confusing task even if you have a strong background in accounting and plenty of time to install the new system That s why this book was writtenbecause most construction pros aren t accounting experts and have more important work to do at the job site

Contractor s Guide to QuickBooks Pro 2010 will walk you step by step [Contractor's Guide to QuickBooks Desktop 2019](#) Karen Mitchell,2019-06-24 QuickBooks Desktop isn t just for taxes You can use it for payroll managing your vendors and subs even job costing QuickBooks can simplify staying on top of your finances But learning QuickBooks can be complex on your own If you d rather be building homes than burning the midnight oil trying to figure it all out you should have this new book

It includes a template for a construction company to help speed your set up *Contractor's Guide to QuickBooks Pro 2007* Karen Mitchell, Craig Savage, Jim Erwin, 2007 Contractor's Guide to QuickBooks Pro 2007 not only explains how to set up QuickBooks Pro for a construction company it also includes a CD ROM with a template for a construction business to help speed set up along with an estimating program with a 5 000 item database a program that converts estimates into QuickBooks forms so they can compare estimated costs with actual costs and blank construction forms QuickBooks Pro is made for all types of businesses This user friendly guide walks the builder through the often complicated set up procedure that's right for a construction business so that the builder can get his complicated accounting simplified and automated in his computer With one easy system and QuickBooks Pro your customers can write checks keep track of their bills payroll billing and the little accounting tidbits that they usually keep in their heads They'll be able to sleep better at night as QuickBooks Pro becomes their office accountant **Contractor's Guide to QuickBooks Pro 2005** Karen Mitchell, Craig Savage, Jim Erwin, 2005 Walks anyone through QuickBooks Pro's detailed setup procedure and explains step by step how to create a first rate accounting system for a construction business It teaches in days rather than weeks how to use QuickBooks Pro to get a construction business organized with simple fast accounting procedures On the CD included with the book there's a QuickBooks Pro file preconfigured for a construction company drag it over onto your computer and plug in your own company's data Also included is a complete estimating program including a database and a job costing program that lets you export your estimates to QuickBooks Pro for progressive billing and job cost accounting It even includes many useful construction forms to use in estimating and accounting *Contractor's Guide to QuickBooks Pro 2001* Karen Mitchell, Craig Savage, Jim Erwin, 2001 **Tutorials For Quickbooks Online** Buddy Crilly, 2021-07-11 No matter where you are in your career we make it easy to get comfortable with QuickBooks accounting products and develop skills at your pace Choose from videos webinars virtual conferences and in person events to gain confidence and earn your clients trust This book facilitates you by detailing every feature of Quickbooks Online It has details of everything What is Quickbooks Online How to become an expert in it Instructions to make client company How to manage the expenditure of money How to manage the revenue of money How to deal with bank and credit cards transactions How to improve the status of the business by learning Quickbooks Online features **Contractor's Guide to QuickBooks Pro 2000** Karen Mitchell, Craig Savage, Jim Erwin, 2000 Contractor's Guide to QuickBooks Pro will walk you step by step through QuickBooks Pro's detail setup procedure and then explain item by item how you should be using QuickBooks Pro every day in a construction office In days rather than weeks you'll create a first rate accounting system that's an asset to your company In this fully loaded manual you'll simple well illustrated instructions for customizing the QuickBooks Pro setup It shows what each screen on your monitor should look like and explains every choice you need to make and every button you need to click on But this isn't just a book about QuickBooks Pro It includes a trial version of QuickBooks Pro and two programs you'll want to use when estimating costs with QuickBooks

Pro **The Contractors ULTIMATE Guide to QuickBooks TM** Judith Miller, 2014-07-07 *Build Smarter with Alternative Materials* Leon A. Frechette, 1999 This is the book for construction professionals who want a clear understanding of alternative materials and how using them can enhance their projects both residential and commercial It covers the materials including their strengths and any limitations as well as installation tips and manhour estimates For each product listed you ll learn where you can get it including phone numbers and Website addresses of the manufacturers Every builder needs a niche This book is full of new exciting materials that you can offer your customers with confidence **Plumber's Handbook** Howard C. Massey, 1998 This revised edition explains in simple terms how to install plumbing systems that will pass inspection the first time Every chapter is clearly illustrated with diagrams charts and tables that make it easy to select the right material and install it correctly It covers all of the plumber s trade vents waste piping drainage septic tanks hot and cold water supply systems wells fire protection piping fixtures solar energy systems gas piping and more Contractor's Guide to QuickBooks Pro 2009 Karen Mitchell, Craig Savage, Jim Erwin, 2009 QuickBooks Pro can save you hours of time in keeping your books and keeping track of your finances But setting up the new 2009 QuickBooks Pro can be complex and time consuming Contractor s Guide to QuickBooks Pro 2009 can save hours of time in setting up and putting to use all the new features that this 2009 edition offers QuickBooks Pro isn t just for taxes You can use it for payroll keeping track of your vendors and subs even job costing comparing your estimated costs to your actual costs and finding out where you re making and losing money If you d rather be building homes than burning the midnight oil trying to balance your books you should have this new book It includes a CD ROM with a template for a construction company to help speed your set up an estimating program with a 5000 item database a program that converts your estimates into QuickBooks forms so you can compare with your actual costs and blank construction forms for your use

This is likewise one of the factors by obtaining the soft documents of this **Contractors Guide To Quickbooks** by online. You might not require more time to spend to go to the books start as well as search for them. In some cases, you likewise pull off not discover the proclamation Contractors Guide To Quickbooks that you are looking for. It will certainly squander the time.

However below, following you visit this web page, it will be thus definitely easy to get as capably as download guide Contractors Guide To Quickbooks

It will not put up with many time as we explain before. You can attain it though take steps something else at house and even in your workplace. therefore easy! So, are you question? Just exercise just what we meet the expense of under as competently as evaluation **Contractors Guide To Quickbooks** what you with to read!

https://yousky7.com/files/publication/Download_PDFS/Cool_Science_Experiments_For_7th_Graders.pdf

Table of Contents Contractors Guide To Quickbooks

1. Understanding the eBook Contractors Guide To Quickbooks
 - The Rise of Digital Reading Contractors Guide To Quickbooks
 - Advantages of eBooks Over Traditional Books
2. Identifying Contractors Guide To Quickbooks
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Contractors Guide To Quickbooks
 - User-Friendly Interface
4. Exploring eBook Recommendations from Contractors Guide To Quickbooks
 - Personalized Recommendations

- Contractors Guide To Quickbooks User Reviews and Ratings
- Contractors Guide To Quickbooks and Bestseller Lists
- 5. Accessing Contractors Guide To Quickbooks Free and Paid eBooks
 - Contractors Guide To Quickbooks Public Domain eBooks
 - Contractors Guide To Quickbooks eBook Subscription Services
 - Contractors Guide To Quickbooks Budget-Friendly Options
- 6. Navigating Contractors Guide To Quickbooks eBook Formats
 - ePub, PDF, MOBI, and More
 - Contractors Guide To Quickbooks Compatibility with Devices
 - Contractors Guide To Quickbooks Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Contractors Guide To Quickbooks
 - Highlighting and Note-Taking Contractors Guide To Quickbooks
 - Interactive Elements Contractors Guide To Quickbooks
- 8. Staying Engaged with Contractors Guide To Quickbooks
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Contractors Guide To Quickbooks
- 9. Balancing eBooks and Physical Books Contractors Guide To Quickbooks
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Contractors Guide To Quickbooks
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Contractors Guide To Quickbooks
 - Setting Reading Goals Contractors Guide To Quickbooks
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Contractors Guide To Quickbooks
 - Fact-Checking eBook Content of Contractors Guide To Quickbooks

- Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

Contractors Guide To Quickbooks Introduction

In the digital age, access to information has become easier than ever before. The ability to download Contractors Guide To Quickbooks has revolutionized the way we consume written content. Whether you are a student looking for course material, an avid reader searching for your next favorite book, or a professional seeking research papers, the option to download Contractors Guide To Quickbooks has opened up a world of possibilities. Downloading Contractors Guide To Quickbooks provides numerous advantages over physical copies of books and documents. Firstly, it is incredibly convenient. Gone are the days of carrying around heavy textbooks or bulky folders filled with papers. With the click of a button, you can gain immediate access to valuable resources on any device. This convenience allows for efficient studying, researching, and reading on the go. Moreover, the cost-effective nature of downloading Contractors Guide To Quickbooks has democratized knowledge. Traditional books and academic journals can be expensive, making it difficult for individuals with limited financial resources to access information. By offering free PDF downloads, publishers and authors are enabling a wider audience to benefit from their work. This inclusivity promotes equal opportunities for learning and personal growth. There are numerous websites and platforms where individuals can download Contractors Guide To Quickbooks. These websites range from academic databases offering research papers and journals to online libraries with an expansive collection of books from various genres. Many authors and publishers also upload their work to specific websites, granting readers access to their content without any charge. These platforms not only provide access to existing literature but also serve as an excellent platform for undiscovered authors to share their work with the world. However, it is essential to be cautious while downloading Contractors Guide To Quickbooks. Some websites may offer pirated or illegally obtained copies of copyrighted material. Engaging in such activities not only violates copyright laws but also undermines the efforts of authors, publishers, and researchers. To ensure ethical downloading, it is advisable to utilize reputable websites that prioritize the legal distribution of content. When downloading Contractors Guide To Quickbooks, users should also consider the potential security risks associated with online platforms. Malicious actors may exploit vulnerabilities in unprotected websites to

distribute malware or steal personal information. To protect themselves, individuals should ensure their devices have reliable antivirus software installed and validate the legitimacy of the websites they are downloading from. In conclusion, the ability to download Contractors Guide To Quickbooks has transformed the way we access information. With the convenience, cost-effectiveness, and accessibility it offers, free PDF downloads have become a popular choice for students, researchers, and book lovers worldwide. However, it is crucial to engage in ethical downloading practices and prioritize personal security when utilizing online platforms. By doing so, individuals can make the most of the vast array of free PDF resources available and embark on a journey of continuous learning and intellectual growth.

FAQs About Contractors Guide To Quickbooks Books

1. Where can I buy Contractors Guide To Quickbooks books? Bookstores: Physical bookstores like Barnes & Noble, Waterstones, and independent local stores. Online Retailers: Amazon, Book Depository, and various online bookstores offer a wide range of books in physical and digital formats.
2. What are the different book formats available? Hardcover: Sturdy and durable, usually more expensive. Paperback: Cheaper, lighter, and more portable than hardcovers. E-books: Digital books available for e-readers like Kindle or software like Apple Books, Kindle, and Google Play Books.
3. How do I choose a Contractors Guide To Quickbooks book to read? Genres: Consider the genre you enjoy (fiction, non-fiction, mystery, sci-fi, etc.). Recommendations: Ask friends, join book clubs, or explore online reviews and recommendations. Author: If you like a particular author, you might enjoy more of their work.
4. How do I take care of Contractors Guide To Quickbooks books? Storage: Keep them away from direct sunlight and in a dry environment. Handling: Avoid folding pages, use bookmarks, and handle them with clean hands. Cleaning: Gently dust the covers and pages occasionally.
5. Can I borrow books without buying them? Public Libraries: Local libraries offer a wide range of books for borrowing. Book Swaps: Community book exchanges or online platforms where people exchange books.
6. How can I track my reading progress or manage my book collection? Book Tracking Apps: Goodreads, LibraryThing, and Book Catalogue are popular apps for tracking your reading progress and managing book collections. Spreadsheets: You can create your own spreadsheet to track books read, ratings, and other details.
7. What are Contractors Guide To Quickbooks audiobooks, and where can I find them? Audiobooks: Audio recordings of books, perfect for listening while commuting or multitasking. Platforms: Audible, LibriVox, and Google Play Books offer

a wide selection of audiobooks.

8. How do I support authors or the book industry? Buy Books: Purchase books from authors or independent bookstores. Reviews: Leave reviews on platforms like Goodreads or Amazon. Promotion: Share your favorite books on social media or recommend them to friends.
9. Are there book clubs or reading communities I can join? Local Clubs: Check for local book clubs in libraries or community centers. Online Communities: Platforms like Goodreads have virtual book clubs and discussion groups.
10. Can I read Contractors Guide To Quickbooks books for free? Public Domain Books: Many classic books are available for free as they're in the public domain. Free E-books: Some websites offer free e-books legally, like Project Gutenberg or Open Library.

Find Contractors Guide To Quickbooks :

[cool science experiments for 7th graders](#)

[control solution manual](#)

continental f245 manual

contes agrave mes petites amies illustreacute

[cookie iced recipe sugar](#)

contest english edition

[conversion math problems for baking](#)

[cooks illustrated turkey recipe](#)

[cool start auto starter](#)

contemporary political issues 7th edition

convert to microsoft word document on mac

[controlled test term4 grade 11](#)

convex irregular 20gon

~~cookie jars collectibles fapeo~~

[cooktop stoves electric white no knobs](#)

Contractors Guide To Quickbooks :

365 Science of Mind: A Year of Daily... by Holmes, Ernest This newly repackaged edition of one of Tarcher's bestselling

Holmes backlist titles contains wisdom designed to help each reader experience the Science of Mind ... 365 Science of Mind: A Year of Daily Wisdom from Ernest ... This newly repackaged edition of one of Tarcher's bestselling Holmes backlist titles contains wisdom designed to help each reader experience the Science of Mind ... Download [PDF] 365 Science of Mind: A Year of Daily ... Jun 18, 2020 — Download [PDF] 365 Science of Mind: A Year of Daily Wisdom From Ernest Holmes Full-Access · TAGS · acces · ratings · rates · ounces · inches ... 365 Science of Mind: A Year of Daily Wisdom (Softcover) Daily meditations are central to the Science of Mind philosophy : whatever a person believes is what he or she lives. From the early 1940s until his passing in ... 365 Science of Mind: A Year of Daily Wisdom from Ernest ... This newly repackaged edition of one of Tarcher's bestselling Holmes backlist titles contains wisdom designed to help each reader experience the Science of. 365 Science of Mind: A Year of Daily Wisdom... A companion volume to The Science of Mind presents a year's worth of daily meditations--complemented by scriptural passages and words of wisdom from great ... 365 Science of Mind: A Year of Daily Wisdom From Ernest ... A companion volume to The Science of Mind presents a year's worth of daily meditations--complemented by scriptural passages and words of wisdom from great ... 365 Science of Mind 365 Science of Mind. A Year of Daily Wisdom from. Ernest Holmes. A group for reflection and comment on the daily readings in this wonderful collection of 365 Science of Mind Quotes by Ernest Shurtleff Holmes 11 quotes from 365 Science of Mind: A Year of Daily Wisdom From Ernest Holmes: 'I believe that Love is at the center of everything; therefore, I accept L... 365 Ernest Holmes Daily Affirmations to Heal and Inspire ... Would you like to receive an affirmation by Ernest Holmes (the founder of the Science of Mind) in your email every day? The King and I - Vocal Score by Rodgers & Hammerstein The King and I - Vocal Score · Book overview. Rodgers & Hammerstein The King and I Complete Piano Vocal Score First ... The King and I Vocal Score Composers: Oscar Hammerstein, Richard Rodgers Complete vocal score to the classic,including: Getting to Know You * Hello, Young Lovers * I Whistle a Happy ... The King And I - Score.pdf View and download The King And I - Score.pdf on DocDroid. THE KING AND I VOCAL SCORE. (Edited by DR. ALBERT SIRMAY). PRICE. 15.00. WILLIAMSON MUSIC, INC ... SONG OF THE KING... 165. 39. SHALL WE DANCE?.. 168. 40. MELOS, MY LORD AND ... The King And I sheet music | Play, print, and download in ... Dec 21, 2020 — Play, print, and download in PDF or MIDI sheet music from 'The King And I' set collected by Trevor Coard. THE KING AND I Based on the novel ... The King and I (Vocal Vocal Score) by Buy The King and I (Vocal Vocal Score) by at jwpepper.com. Piano/Vocal Sheet Music. Contains all overtures, incidental music and songs from Th. The King and I (Score) by Richard Rodgers Complete vocal score to the classic with all 14 songs, including: Getting to Know You * Hello, Young Lovers * I Whistle a Happy Tune * Shall We Dance? THE KING AND I vocal score.pdf THE KING AND I vocal score.pdf. Author / Uploaded; Simon Parker. Views 1,686 Downloads 289 File size 9MB. The King and I Something Wonderful Score | PDF The King and I Something Wonderful Score - Free download as PDF File (.pdf) or read online for free. sheet music for Something Wonderful from the musical ... The King And I - Vocal Score

Complete vocal score to the classic with all 14 songs, including: Getting to Know You • Hello, Young Lovers • I Whistle a Happy Tune • Shall We Dance? Suzuki Swift Workshop Manual 2004 - 2010 Free Factory ... Factory service manual for the Suzuki Swift built between 2004 and 2010. Covers all models built between this period, chassis codes are ZA11S, ZC71S, ZC11S, ... 2010-2017 Suzuki Swift Repair ... Suzuki Swift troubleshooting, repair, and service manuals ... manual mode and paddle shifters or six-speed manual transmission. One hundred ... Suzuki Swift SF413 Manuals Manuals and User Guides for Suzuki Swift SF413. We have 2 Suzuki Swift SF413 manuals available for free PDF download: Service Manual, User Manual ; Unit Repair ... suzuki swift 2000 2010 workshop manual.pdf (42.1 MB) Suzuki Swift New I Repair manuals English 42.1 MB This manual (Volumes 1 and 2) contains procedures for diagnosis, maintenance, adjustments, minor service ... Suzuki Car Repair Manuals A Haynes manual makes it EASY to service and repair your Suzuki. Online, digital, PDF and print manuals for all popular models. Rhinoman's Suzuki Service Manuals Suzuki Swift Service Manuals. 99501-60B00.pdf.pdf, SF310 Supplementary Service manual for models after June 1991, 13.3Mb. 2010 Suzuki Swift Service Repair Manual PDF This service manual is intended for authorized Suzuki dealers and qualified service technicians only. ... properly perform the services described in this manual. Suzuki Swift Workshop AND owners Manual info... Mar 11, 2012 — No. 1 is called Suzuki Swift full workshop manual - 1257 pages (2004 to 2010).pdf and it's the big one which includes everything from wiring ... OFFICIAL WORKSHOP Manual Service Repair guide ... OFFICIAL WORKSHOP Manual Service Repair guide Suzuki Swift 2005 - 2010 ; Quantity. 23 sold. More than 10 available ; Item Number. 265411077881 ; Manufacturer. Repair manuals and video tutorials on SUZUKI SWIFT SUZUKI SWIFT PDF service and repair manuals with illustrations · Suzuki Swift AA workshop manual online · Suzuki Swift 2 repair manual and maintenance tutorial.