

Drake Tax Basics Webcast

This four-hour course introduces the basics of Drake Tax. Upon completion of this course, new users will understand how to:

- Prepare tax returns in Drake Tax
- View and print tax returns
- e-File tax returns
- Use various Drake tools, including the Client Status Manager, Update Manager, and more

Individual attendees fee is \$79. Register by midnight (Eastern Time) 30 days prior to the date of the class and receive 5% off.

Agenda

- 1:00PM – 1:50PM: Basic Program Navigation
- 1:50PM – 2:00PM: Break
- 2:00PM – 2:50PM: Data Entry and Return Prep
- 2:50PM – 3:00PM: Break
- 3:00PM – 3:50PM: Data Entry and Return Prep
- 3:50PM – 4:00PM: Break
- 4:00PM – 4:50PM: e-Filing

All times listed in Eastern Standard Time