



## SUPPLY OF COMPUTER FILES

### CONDITIONS OF SUPPLY

Osborne Books is happy to email computer files free of charge to teaching centres which have placed bulk orders of the relevant textbook, either direct or through a bookstore.

The files comprise:

- 1 Four Sage files (including the set up file 'Company.25') for use with:
  - *Foundation Accounting Tutorial* (computer accounting exercises in Chapters 25 - 28)
  - *Office Skills* (Unit 21 Simulation: Pronto Supplies Limited)

These files have been produced in Sage Line 50 Windows Version 4 which are convertible to any subsequent version through a standard Sage 'Restore' routine. The total size of the four Sage files is 364K.

- 2 The Excel file 'Eastern Limited ss answer.xls' which provides the answer for use with Student Activity 24.10 in *Foundation Accounting Tutorial*. The size of this file is 16K.

### Request for files

To: Osborne Books Limited, Unit 1b Everoak Estate, Bromyard Road, Worcester WR2 5HP

Tel 01905 748071, Fax 01905 748952

**Please email me the computer files for use with the texts *Foundation Accounting Tutorial* and *Office Skills*.**

Please email to (email address) .....

I confirm that a bulk order (over 15 copies) of *Foundation Accounting Tutorial* or *Office Skills* has been placed by (please complete details as appropriate):

College ..... date .....

Bookstore (name/branch)..... date .....

Signature..... name (block capitals) .....

Daytime contact telephone number .....