



# **Gestión contable, fiscal y laboral de pequeños negocios o microempresas. ADGD0210 (Spanish Edition)**

*Francisco Javier Montaña Hormigo, Carmen M. Ruiz Cobos*

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Analizar los instrumentos y medios de cobro y pago más habituales en pequeños negocios seleccionando los mismos en función de sus características, de las necesidades y de posibles acuerdos, formalizando y tramitando la documentación correspondiente. Aplicar los métodos más habituales de control de tesorería en pequeños negocios, realizando los cálculos necesarios a través de medios convencionales u ofimáticos y resolviendo las principales incidencias. Aplicar la normativa contable, fiscal y laboral en la gestión habitual de pequeños negocios deduciendo las obligaciones periódicas exigidas. Ebook ajustado al certificado de profesionalidad de Creación y gestión de microempresas.

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