

# ACCOUNTING I



## FINANCIAL STATEMENTS

- Financial statements are documents that are prepared to represent quantitative information that has been gathered through various business transactions.
- All financial statements list the name of the entity, the name of the financial statement, and the relevant date or period.
- The standard statements used are the Balance Sheet, the Income Statement, the Statement of Retained Earnings, and the Statement of Changes in Financial Position.

## PURPOSES OF FINANCIAL STATEMENTS

- They provide financial data to users so that they can perform their own analysis of the company.
- They contain only a generic preparation of statements.
- They are limited to the reported information on the statements.
- There is no access to detailed information.
- You must accept the opinion of the auditor (see Auditor) regarding statements, even though they may be misleading.
- Most users cannot ask for supplemented reports because the users are usual (i.e., individuals) and have no leverage.

## INCOME STATEMENTS

- Income statements summarize the actual transactions that occur over the period.
- Revenues equal inflow of resources (e.g., cash) that are attributed to goods or services provided during periods, sales returns (amount returned), sales allowances (deductions from sales prices), sales discounts (discounts for quick payment), and net sales (total sales after other items are deducted from gross sales).
- Expenses are outflows that are incurred in making a profit.
- Operating expenses include all expenses related to sale of merchandise or expenses plus all costs related to business operations.
- Cost of goods sold (COGS) refers to net cost of bringing goods to market during the period.
- COGS = beginning inventory + cost of goods purchased and/or produced - ending inventory.
- Gross profits (gross margin) indicates amount that is available to pay operating expenses.
- Gross profit = revenues - COGS.
- Net income occurs when revenues exceed expenses.
- Net loss occurs when expenses exceed revenues.
- Non-operating income and expenses result from activities other than those for which the business was originally organized.
- Extraordinary gains or losses are significant material gains or losses which result from events that are unusual in nature and infrequent in occurrence.
- Non-recurring items are similar to extraordinary gains/losses.

## BALANCE SHEET (BS)

- A balance sheet is a picture of a firm's financial position at a point in time.
- It shows assets as well as liabilities and equity against assets.
- The BS must balance (assets = liabilities + equity).
- Assets and liabilities are current or non-current.
- Owners' equity is the amount paid into the firm for shares and retained earnings.
- Centre accounts are offsetting accounts, the asset side has credit balances, but the liability side may have credit or debit balances.

## REVENUE RECOGNITION

- Revenue recognition focuses on an event where revenue is earned.
- Exchange has taken place and revenues are certain to be collected.
- The firm has exerted a substantial part of production (sales) effort, revenues can be measured objectively, the majority of total costs have been incurred, and cash will be collected with certainty.
- Revenue will be recorded at time of sale, during production, at completion of production or on receipt of cash.
- Affects accounts on balance sheet to reflect changes in liabilities, and income statement in terms of matching expenses to revenue.

## USES OF FINANCIAL STATEMENTS

<b>Bankers</b>	Assess whether the company has collateral available as insurance for a potential loan • Determine the company's cash flow to see whether the borrower can repay the loan (Debt Principal + Interest).
<b>Shareholders</b>	Assess the company's performance in which they have invested and determine if the company will maintain its profits • Analysts allow investment or purchase equity in the company.
<b>Owners</b>	Assess the performance of their company and the growth or shrinkage undertaken within the company.
<b>Managers</b>	Assess if a bonus is owing to them • Managers may be evaluated based on the company's performance and are rewarded for efforts if there are increased profits.
<b>Employees</b>	Assess the company's performance in which they may have invested • They would want to know if a profit was made.
<b>Suppliers</b>	Assess the company's performance as to whether it will be able to pay its outstanding debt.
<b>Internal Revenue Service</b>	Assess whether the company has complied with tax laws when preparing financial statements.
<b>Potential Investors</b>	Assess the current conditions of the company and predict its future cash flows • Used to predict the amount and rate of return the investor would be receiving from the company.

## STATEMENT OF RETAINED EARNINGS (SRE)

- The statement of retained earnings reconciles beginning and ending retained earnings of period.
- Changes amount shown in retained earnings on Balance Sheet to reflect net effects of revenues inflows and expense outflows over period.
- It provides a link between the Balance Sheet and Income Statement.

## NOTES TO FINANCIAL STATEMENTS

- Notes to financial statements provide information on accounting methods, debt provisions, inventory methods, etc. that are not usually found in financial statements.
- They enhance the reader's ability to understand the firm's current financial situation.
- Aid in predicting future cash flows and viability.

## RECORDING ACCOUNTING INFORMATION

- Both sides of a transaction are recorded in a General Journal.
- Blank sheets allow unadjusted account balances to be segregated.
- Adjusting entries are made at the end of the accounting period prior to statement preparation and closing entries.

## DEBITS & CREDITS

- Every recorded transaction has a left side (debit) and a right side (credit).
- Placement of entry indicates debit or credit.

# Accounting Quick Reference Sheet

**J Ma**



## **Accounting Quick Reference Sheet:**

Accounting QuickStart Guide Josh Bauerle, CPA, 2018-10-10 THE ULTIMATE GUIDE TO ACCOUNTING FOR STUDENTS BUSINESS OWNERS Their Pros Cons and Their Financial Statements The Principles of Financial Accounting Managerial Accounting and Tax Accounting GAAP Standards and Why They Matter to Accountants How to Fraud Proof Your Business Using Simple Accounting Tactics FREE ACCOUNTING DIGITAL RESOURCES Each book includes access to tons of online resources including workbooks cheat sheets calculators reference guides chapter summaries and more Follow the instructions in the book to receive your free digital resources GIVING BACK QuickStart Guides proudly supports One Tree Planted as a reforestation partner

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1040 Quickfinder Handbook Practitioners Publishing Co. Staff, 2005-12-01 Contains extensive coverage of the tax issues faced by all types of contractors including large and small contractors homebuilders and other specialty trades provides you with the clear concise guidance you need to expertly address your tax issues

**Bookkeeping Kit For Dummies** Lita Epstein, 2012-01-09 The easy way to get a handle on bookkeeping Accurate and complete bookkeeping is crucial to any business owner but it s also important to those who work with the business such as investors financial institutions and employees Bookkeeping For Dummies provides the easy and painless way to master this critical skill You ll get clear and concise information on keeping track of transactions figuring out balance sheets keeping ledgers or journals creating financial statements and operating accounts for businesses along with practices and examples to hone your skills Plus the bonus CD includes samples of bookkeeping forms working papers letters resources and spreadsheets Keeping track of transactions Figuring out the balance sheet Keeping a ledger and journal Creating financial statements Operating accounts for businesses Recognizing assets and liabilities Up to date tax information Changes in small business regulations Additional and complementary examples Demonstration problems True false and multiple choice questions and scenarios Whether you re a professional or a student looking to expand your skills Bookkeeping Kit For Dummies is a one stop resource for anyone interested in this ever growing occupation

**Financial**

**Statements** BarCharts, Inc, Michael P. Griffin, 2014-12-31 Essential coverage of financial statement preparation and the reading of those statements including examples and various forms of business whether governmental nonprofit or even personal For students of business in or out of school this precise targeted coverage ensures easy access to the tool that is the backbone of any successful business

**IFRS: A Quick Reference Guide** Robert Kirk, 2008-12-03 Intended for those with an understanding of the current regulatory framework the book sets out the basic numerical application of the International Financial Accounting Standards and includes A thorough introduction to the accounting standard setting process A guide to the boards committees and councils responsible for the standards Detailed coverage of individual standards including Asset Valuation Liabilities and Group Reporting and Published accounts of well known British and European companies BOOK JACKET

**Accounting All-in-One For Dummies** Kenneth Boyd, Lita Epstein, Mark P. Holtzman, Frimette Kass-Shraibman, Maire Loughran, Vijay S. Sampath, John A. Tracy, Tage C. Tracy, CPA, Jill Gilbert Welytok, JD, CPA, 2014-03-10 Learn everything you ever wanted to know about accounting This plain English comprehensive guide helps you speak your accountant's language with ease minimizing confusion as you maximize profits

*Intermediate Accounting 2* Michael P. Griffin, 2018-11 Essentials of the college level Intermediate Accounting 2 course expertly written in our time tested condensed format that is proven to support students their studies grades and even their professional life after graduation Our experienced author professor and consultant Michael Griffin MBA CMA CFM ChFC has outdone himself providing the clearest organization of concepts streamlined to offer facts equations examples and explanations in 6 laminated pages offering incredible value for quality course and professional support that you will not find anywhere else Any business professional that deals with top level management of multifaceted companies would also find this to be a great reference for facets they may not deal with on a daily basis but that they are expected to understand regarding operations and strategy again at an unbeatable value 6 page laminated guide includes Investments Current Payables Income Tax Accounting Long Term Liabilities Asset Retirement Obligations Leases Pensions Contingencies Equity Statement of Cash Flows

**Accounting All-in-One For Dummies with Online Practice** Kenneth W. Boyd, 2018-03-12 Your all in one accounting resource If you're a numbers person it's your lucky day Accounting jobs are on the rise in fact the Bureau of Labor Statistics projects a faster than average growth rate of 11% in the industry through 2024 So if you're seeking long term job security while also pursuing your passion you'll be stacking the odds in your favor by starting a career in accounting Accountants don't necessarily lead a solitary life behind a desk in a bank The field offers opportunities in auditing budget analysis financial accounting management accounting tax accounting and more In Accounting All in One For Dummies you'll benefit from cream of the crop content culled from several previously published books It'll help you to flourish in whatever niche you want to conquer in the wonderful world of accounting You'll also get free access to a quiz for each section of the book online Report on financial statements Make savvy business decisions Audit and detect financial fraud Handle cash and make

purchasing decisions Get free access to topic quizzes online If you re a student studying the application of accounting theories or a professional looking for a valuable desktop reference you can trust this book covers it all **Cost Accounting** Mark L. Frigo,1986 This volume attempts to renew and reinvigorate critical theory by extending its range and its intellectual trajectories through strategies of inclusiveness that respect and build on parallel traditions The authors reinterpret the work of Nietzsche Wittgenstein and Heidegger in relation to central figures Kant Marcuse Foucault and themes of critical theory the critique of modernity theory of the self and the question concerning technology Financial Accounting For Dummies Maire Loughran,2011-03-21 Your plain English guide to navigating a financial accounting course Despite the economic landscape and job market demand for accountants remains strong and accountants will continue to see high demand for their services as the economy rebounds and businesses grow Additionally one of the effects of the economic downturn is a greater emphasis on accountability transparency and controls in financial reporting With easy to understand explanations and real life examples Financial Accounting For Dummies provides students who are studying business finance and accounting with the basic concepts terminology and methods to interpret analyze and evaluate actual corporate financial statements Covers traditional introductory financial accounting course material Explores concepts accountants and other business professionals use to prepare reports Details mergers and acquisitions purchase and pooling free cash flow and financial statement analysis Whether you re a student on your way to earning a bachelor s degree MBA or MAcc Financial Accounting For Dummies gives you a wealth of information to grasp the subject and ace the course Accounting For Canadians For Dummies John A. Tracy,Cecile Laurin,2019-04-30 Get it right with this accessible guide to Canadian accounting practices As the demand for on the money accounting expertise grows in Canada s increasingly complex public and private business landscape current and future accounting professionals need a comprehensive resource that s tailored specifically to their financial world This revised edition takes you through what you need to know in straightforward language from the basics to advanced issues such as income statements and balance sheets budgets and budgeting and the ins and outs of the GAAP In addition to advice on general accounting procedures Accounting For Canadians For Dummies includes coverage of the latest regulations in all areas of the Canadian economy keeping you on the right side of the law as it applies to government public and private sectors The book is also a must have for salary accountants working for accounting tax preparation bookkeeping and payroll services firms Align with the most recent International Financial Reporting Standards Comply with the latest need to know regulations for private enterprise Use guidelines on common procedures such as tracking inventory profit and cash flow and evaluating profit margins Get expert advice on budgeting and payroll best practices Whether you re a professional or studying for your future career Accounting For Canadians For Dummies gives you an authoritative easy to follow path to success **Accounting for Non-Accountants** Wayne Label,2013-01-01 A Quick Compact and Easy to Understand Resource for Non Accountants The perfect financial accounting guide for beginners Accounting for Non Accountants is the

must have guide for all of us who have never taken an accounting class are mystified by accounting jargon and have no clue about balance sheets income statements payroll management corporate taxes or statements of cash flows This simple to use accounting book is bookmaking made simple Whether you own a business plan on starting one or just want to control your own assets you ll find everything you need to know How to prepare and use financial statements How to control cash flows How to manage budgets How to use accounting ratios How to deal with audits and auditors interpret financial statements Let this book help you like it helped these readers Dr Labels explanations are simple and straightforward This will help me a lot as I set up my own business I have worked in accounting for over twenty five years and this is the best book I have seen to help people with the basics of accounting For entrepreneurs or anyone who needs to brush up on accounting fast this book will have you up and running in no time      **Accounting Made Simple** Mike Piper,2017-07 Accounting by Joe Booth is a developer s guide to basic accounting Written with business app development in mind Booth discusses some of the most common accounting processes including assets multiple accounts journaling posting inventory and payroll An appendix includes SQL code examples to get you started with several basic accounting transactions This updated and expanded second edition of Book provides a user friendly introduction to the subject Taking a clear structural framework it guides the reader through the subject s core elements A flowing writing style combines with the use of illustrations and diagrams throughout the text to ensure the reader understands even the most complex of concepts This succinct and enlightening overview is a required reading for all those interested in the subject We hope you find this book useful in shaping your future career

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*Accounting and Records for Small Business* Michael P. Griffin, 2017-11 Small business owners and entrepreneurs can establish solid practices for bookkeeping records taxes and filing guided by an experienced business accounting consultant professor and author This in depth quick start guide was expertly authored by Michael Griffin who regularly presents these practices to prominent professional and trade college graduates that have the skills ideas and drive to start and run a business Wanting to provide that same information to anyone that wants to start a business or make their existing business more efficient and productive this guide gets right to the point with clear steps to accomplish it all or to focus on areas that you feel are lacking Get just the facts and details in the most inexpensive indestructible package on the planet 6 page laminated guide includes Keep Good Records Audience for Your Records Reports Setting Up Organizing a Filing System Accounting Records Bookkeeping Bookkeeping vs Accounting Accounting Systems Basic Cash Management Rules for Small Businesses Recordkeeping for Independent Contractors Form 1099 MISC Federal Requirements Recordkeeping Reporting for Employers Employer Basic Responsibilities Regarding Income Tax Payroll Basic Employer Responsibility Checklist Payroll Personnel Recordkeeping Income Tax on Business Earnings Income Tax Calendar Self Employment Tax Rules Retirement Plans for Small Businesses Home Based Businesses Budgeting Business Plan Small Business Fraud Internal Controls Suggested Uses Business Owners you do not need to consider your business small to benefit from this breakdown of practices that will ultimately increase your bottom line Entrepreneurs have the whole process handy to help push your business in the right direction from the start keep it by your side to reference often Business Students You've had the BIG courses on spread out on this subject now have a reference for the essentials when you do strike out and into your career

**Principles of Accounting Volume 1 -**

**Financial Accounting** Mitchell Franklin,Patty Graybeal,Dixon Cooper,2019-04-11 The text and images in this book are in grayscale A hardback color version is available Search for ISBN 9781680922929 Principles of Accounting is designed to meet the scope and sequence requirements of a two semester accounting course that covers the fundamentals of financial and managerial accounting This book is specifically designed to appeal to both accounting and non accounting majors exposing students to the core concepts of accounting in familiar ways to build a strong foundation that can be applied across business fields Each chapter opens with a relatable real life scenario for today s college student Thoughtfully designed examples are presented throughout each chapter allowing students to build on emerging accounting knowledge Concepts are further reinforced through applicable connections to more detailed business processes Students are immersed in the why as well as the how aspects of accounting in order to reinforce concepts and promote comprehension over rote memorization *How to Read a Balance Sheet* International Labour Office,J. J. H. Halsall,1966



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### **Table of Contents Accounting Quick Reference Sheet**

1. Understanding the eBook Accounting Quick Reference Sheet
  - The Rise of Digital Reading Accounting Quick Reference Sheet
  - Advantages of eBooks Over Traditional Books
2. Identifying Accounting Quick Reference Sheet
  - 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 Accounting Quick Reference Sheet
  - User-Friendly Interface
4. Exploring eBook Recommendations from Accounting Quick Reference Sheet
  - Personalized Recommendations
  - Accounting Quick Reference Sheet User Reviews and Ratings

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

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