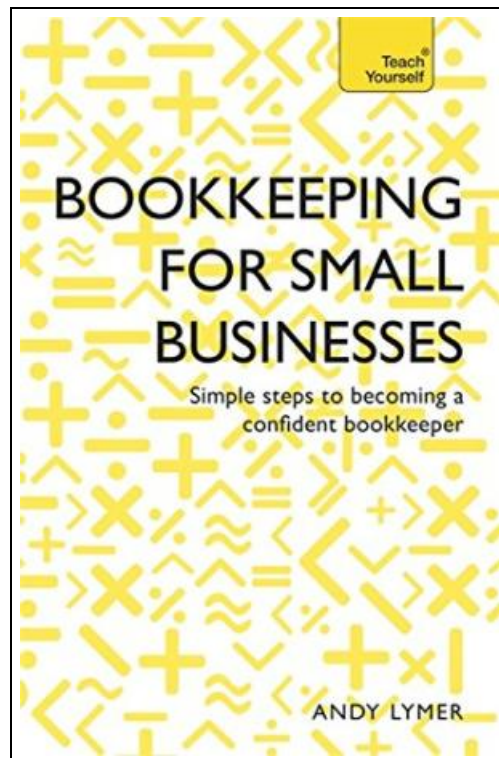


Bookkeeping for Small Businesses: Simple steps to becoming a confident bookkeeper (Paperback)



Filesize: 6.56 MB

Reviews

Basically no phrases to clarify. It really is rally fascinating throgh reading time. Once you begin to read the book, it is extremely difficult to leave it before concluding.

(Anabel Zemlak)

BOOKKEEPING FOR SMALL BUSINESSES: SIMPLE STEPS TO BECOMING A CONFIDENT BOOKKEEPER (PAPERBACK)

[DOWNLOAD PDF](#)

Hodder Stoughton General Division, United Kingdom, 2016. Paperback. Condition: New. Language: English . Brand New Book. Is this the right book for me?Book keeping is neither dull nor mysterious - its rules are logical and straightforward and are readily mastered by practice. Successful Bookkeeping for Small Business is a substantial yet easy to follow introduction to the principles of bookkeeping and the practical skills of recording transactions, posting the ledgers and preparing final accounts.Written by finance and accounting experts from the University of Birmingham this book: - Explains the purpose and use of books of original entry as the basis of the double-entry system. - Describes the processes of recording purchases, sales and cash transactions. - Shows how these records are used to prepare the final accounts, the manufacturing, trading and profit and loss accounts and the balance sheet to provide accurate financial statements. - Explores petty cash, depreciation, partnership, company law, business documents and the effect of changes in IT.Worked examples throughout allow you to put the theory into practice. There is also a wide range of carefully graded questions and exercises with sample answers. In short, it demystifies the art of bookkeeping and gives you the confidence you need to tackle your books.Successful Bookkeeping for Small Business includes:Chapter 1: What is book keeping?Chapter 2: Business documentsChapter 3: The business transaction, purchases and salesChapter 4: Purchase and sales transactions and ledger accountsChapter 5: Cash transactionsChapter 6: The bank reconciliationChapter 7: Petty cashChapter 8: The (general) journalChapter 9: Writing up the booksChapter 10: The trial balanceChapter 11: What is profit or loss?Chapter 12: The revenue account: the trading, profit and loss and appropriation accountsChapter 13: The balance sheetChapter 14: Adjustments in the final accountsChapter 15: DepreciationChapter 16: Clubs, societies and charities book keepingChapter 17: Information technology and book keepingChapter 18:...

[Read Bookkeeping for Small Businesses: Simple steps to becoming a confident bookkeeper \(Paperback\) Online](#)[Download PDF Bookkeeping for Small Businesses: Simple steps to becoming a confident bookkeeper \(Paperback\)](#)

Related Books



Your Pregnancy for the Father to Be Everything You Need to Know about Pregnancy Childbirth and Getting Ready for Your New Baby by Judith Schuler and Glade B Curtis 2003 Paperback

Book Condition: Brand New. Book Condition: Brand New.

[Read Book »](#)



Dog on It! - Everything You Need to Know about Life Is Right There at Your Feet

14 Hands Press, United States, 2013. Paperback. Book Condition: New. 198 x 132 mm. Language: English . Brand New Book ***** Print on Demand *****.Have you ever told a little white lie? Or maybe a...

[Read Book »](#)



13 Things Rich People Won t Tell You: 325+ Tried-And-True Secrets to Building Your Fortune No Matter What Your Salary (Hardback)

Reader s Digest Association, United States, 2013. Hardback. Book Condition: New. 231 x 160 mm. Language: English . Brand New Book. Did you read about the janitor who donated million dollars to his local...

[Read Book »](#)



Twitter Marketing Workbook: How to Market Your Business on Twitter

Createspace Independent Publishing Platform, United States, 2016. Paperback. Book Condition: New. Workbook. 279 x 216 mm. Language: English . Brand New Book ***** Print on Demand *****.Twitter Marketing Workbook 2016 Learn how to market your...

[Read Book »](#)



Games with Books : 28 of the Best Childrens Books and How to Use Them to Help Your Child Learn - From Preschool to Third Grade

Book Condition: Brand New. Book Condition: Brand New.

[Read Book »](#)



Crochet: Learn How to Make Money with Crochet and Create 10 Most Popular Crochet Patterns for Sale: (Learn to Read Crochet Patterns, Charts, and Graphs, Beginner s Crochet Guide with Pictures)

Createspace, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Getting Your FREE Bonus Download this book, read it to the end and

[Download PDF »](#)



On Becoming Baby Wise, Book Two: Parenting Your Five to Twelve-Month Old Through the Babyhood Transition

Parent-Wise Solutions, 2012. Paperback. Book Condition: New. BRAND NEW, Perfect Shape, No Black Remainder Mark, Fast Shipping With Online Tracking, International Orders shipped Global Priority Air Mail, All orders handled with care and shipped promptly in

[Download PDF »](#)



Environments for Outdoor Play: A Practical Guide to Making Space for Children (New edition)

SAGE Publications Ltd. Paperback. Book Condition: new. BRAND NEW, Environments for Outdoor Play: A Practical Guide to Making Space for Children (New edition), Theresa Casey, 'Theresa's book is full of lots of inspiring, practical, 'how

[Download PDF »](#)



Three Simple Rules for Christian Living: Study Book

Abingdon Press, United States, 2009. Paperback. Book Condition: New. 224 x 150 mm. Language: English . Brand New Book. Three Simple Rules for Christian Living by Jeanne Torrence Finley and Rueben P. Job This small-group

[Download PDF »](#)



Genuine the book spiritual growth of children picture books: let the children learn to say no the A Bofu (AboffM)(Chinese Edition)

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Paperback. Pub Date :2012-02-01 Pages: 33 Publisher: Chemical Industry Press Welcome Our service and

[Download PDF »](#)