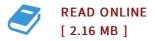




Bookkeeping Manual Computerised (Paperback)

By John Roche

Gill Macmillan Ltd, Ireland, 2012. Paperback. Book Condition: New. 3rd Revised edition. 245 x 175 mm. Language: N/A. Brand New Book. This bestselling text provides instruction on how to record, edit, interpret and analyse financial data using manual and computerised bookkeeping systems. * Includes three different company accounts for a total of six monthly periods in the source document booklet. * The same data is used in both the manual and computerised sections, facilitating comparison of results. * Illustrates the basic principles and entries of bookkeeping in two sections: SECTION 1: Manual Bookkeeping * Explains how to identify source documents and make entries in the appropriate daybooks. * Details the process and importance of cross-checking. * Works through the transfer of entries into the various ledgers and explains how to produce a Trial Balance. * Illustrates the process of bank reconciliation and the production of a VAT 3 form. SECTION 2: Computerised Bookkeeping * Relates specifically to the TASBooks package, but can be easily adapted to suit other bookkeeping accounts packages. * Screen shots throughout provide step-by-step instructions on how to install the TASBooks program, clear down the data and set up new companies, customers, suppliers, nominal accounts and products....



Reviews

Very useful to all of class of individuals. This really is for all those who statte there had not been a worthy of looking at. I am just very happy to let you know that here is the finest ebook i have got go through within my individual daily life and might be he finest ebook for actually.

-- Delores Mitchell PhD

It is simple in read through safer to comprehend. This is for anyone who statte that there was not a really worth reading through. It is extremely difficult to leave it before concluding, once you begin to read the book.

-- Samanta Klein