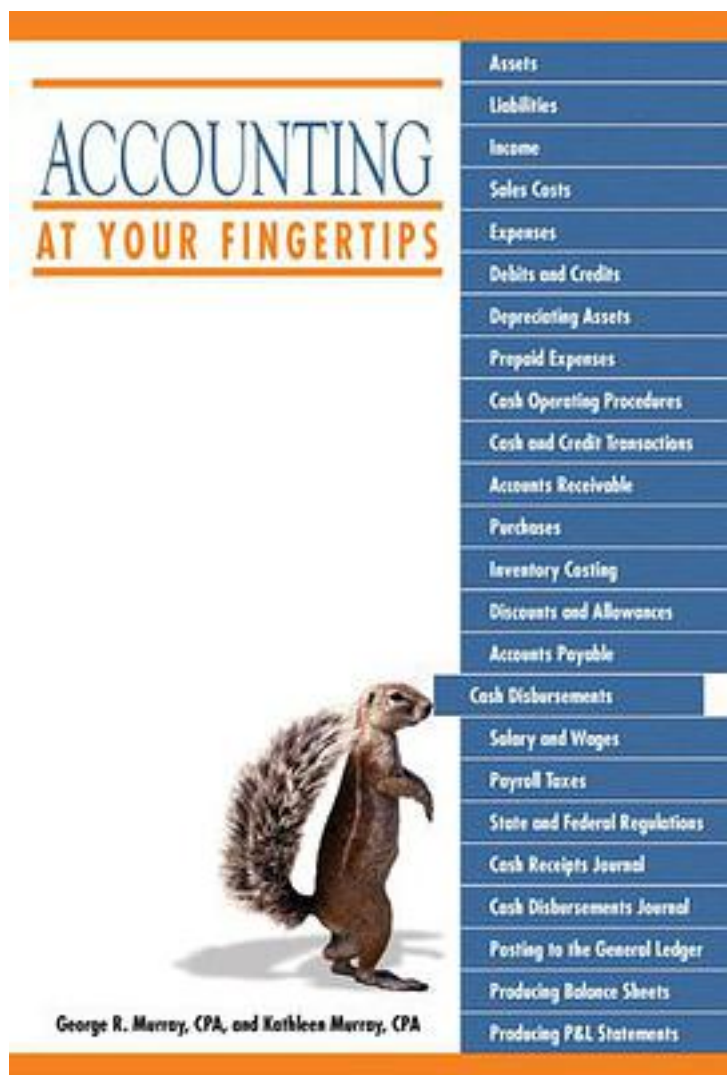


# Accounting at your Fingertips



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A one-stop accounting reference.

This guide covers all topics related to the monthly accounting process: organization and proper accounting procedures; creating a chart of accounts; posting accounts to the general ledger; reporting assets and expenses; handling receivables, payroll, and cost of goods and services; end-of-month accounting tasks and procedures; producing balance sheets, profit and loss statements, and end-of-year payroll reports; closing the books at the end of the year; and much more.

—Thumbtabs and other navigational aids make this the quintessential reference book on accounting.

作者介绍:

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