

Chapter 1.

1. Income statement
2. Statement of retained earnings.
3. balance sheet.

Income statement

heading
name of company
income statement
date

- start with revenues
- then expenses
- total expenses
- net income = revenues - total expenses (if your revenues are greater than expenses, you have net income. if revenues are less than expenses, you have a net loss.)

Statement of retained earnings

heading
retained earnings (beginning) "given"
* if not given direct 0.
+ net income (from statement from previous).
- dividends
retained earnings (ending) "total from above"

Balance sheet

heading
assets = liabilities + equity
* should be balanced.

Chapter 2.

1. Journal entries
2. t-account
3. trial balance

Journal entries

- Debit → something increased in cash
- Credit → something decreased in cash
- on account → a/p.
- hires → no transaction
- billed customer → a/r.
- for service performed → service revenues

t-accounts

Debit Credit	
+	-
Balance in	out

Debit Credit	
-	+
out	Balance in

Debit Credit	
-	+
out	Balance in

- Step 1 → close revenues.
 Step 2 → close expenses.
 Step 3 → close income summary.
 Step 4 → Close drawing if you have a preparation.

Elli Dance Co
 closing entries
 For the year ending 2011

Date	Description	Debit	Credit
① Dec 31	Service revenue	20000	
	income summary		20000
② Dec 31	Income summary	9860	
	advertising exp.		3500
	salaries exp.		4000
	interest exp.		2360
Dec 31	Income summary	10140	
	Elli capital/RE		10140
Dec 31	Elli capital/RE	800	
	Elli drawing		800

general ledger.

Service revenue

Dr	Cr
closing 20000	20000 Balance
Ø	

Advertising Expense

Dr	Cr
Balance 3500	3500 closing
Ø	

Income summary

Dr	Cr
② 9860	① 20000
closing 10140	10140 Balance
Ø	

note: do not close out retained earnings

1. Prepaid expenses - amount used up. Debit Expenses.
Credit prepaid
2. depreciation of property, plant and equipment assets. Debit dep. expenses
Credit acc expenses
3. Unearned revenue - amount earned. Debit Unearned
Credit revenue
4. Accrued revenue - done the work unpaid Debit receivable
Credit revenue.
5. Accrued expenses - unpaid bill. Debit expense
Credit payable.

Chapter 3.

- no cash
- all prepaid on type 1.
- expense always on debit
- prepaid always on credit

adjusting entries

- type 1: Debit → expense
Credit → assets
- type 2: Debit → expenses
Credit → liability
- type 3: Debit → liability
Credit → revenues
- type 4: Debit → assets
Credit → revenues
- (E) - Supplies, depreciation (E)
(A) - prepaid rent, prepaid insurance,
(E) - a/p, salaries payable, interest payable,
(L) utilities payable (L)
(L) - unearned, service (R) revenue
(A) - a/r.

type 1.

Date	Description	Debit	Credit
31 march 2017.	Insurance expense prepaid insurance	\$100	\$100
31 march 2017.	rent expense prepaid rent	\$300	\$300
31 march 2017.	Depreciation expense accumulated dep	\$200	\$200
31 march 2017.	Supplies expense supplies	\$5000	\$5000

Supplies expenses	
Debit	Credit
\$5000	
\$5000	

Supplies	
Debit	Credit
\$8000	\$5000
\$3000	\$5000

Insurance expenses	
Debit	Credit
\$100	
\$100	

prepaid insurance	
Debit	Credit
	\$100
	\$100

rent expenses	
Debit	Credit
\$300	
\$300	

prepaid rent	
Debit	Credit
	\$300
	\$300

Depreciation expenses	
Debit	Credit
\$200	
\$200	

accumulated depreciation	
Debit	Credit
	\$200
	\$200

type 2.

Date	Description	Debit	Credit
31 march 2018.	Salaries expense Salaries payable	\$500	\$500
31 march 2018.	Utilities expense Utilities payable	\$350	\$350
31 march 2018.	Interest expense Interest payable	\$200	\$200

1. Salaries accrued at the amount \$ 500 for a month.
2. Utilities accrued for \$ 350 for a month.
3. Interest accrued for the loan \$ 300 per month

Salaries expense

Debit	Credit
\$500	
\$500	

Salaries payable

Debit	Credit
	\$500
	\$500

Utilities expense

Debit	Credit
\$350	
\$350	

Utilities payable

Debit	Credit
	\$350
	\$350

Interest expense

Debit	Credit
\$200	
\$200	

Interest payable

Debit	Credit
	\$200
	\$200

type 3.

Date	Description	Debit	Credit
31 march 2018	Unearned service Services revenue	\$1000	\$1000

1. Service related to unearned service revenue were provided on account. \$1000.

Unearned service revenue

Debit	Credit
\$1000	
\$1000	

Service revenue

Debit	Credit
	\$1000
	\$1000

type 4.

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Date	Description	Debit	Credit
31 March 2018	a/r Services revenue	\$ 3200	\$3200

1. Billed customer for services for services performed \$3200.

a/r		Service revenue	
Debit	Credit	Debit	Credit
\$3200			\$3200
\$3200			\$3200

Chapter 4.

1. Prepare the financial statements including the balance sheet
2. Prepare the financial statement using the worksheet.
3. Explain the purpose of journalize, and post-closing entries.

* need to know *

current assets: cash, a/r, interest receivable, supplies, inventory and other prepaid expenses.

plant assets: refer to property that can be seen and touched and is used in the business to generate revenue. → depreciable assets and land used.

long term investments: notes receivable, investments in bonds or stock.

current liabilities: a/p, salaries payable, taxes payable, unearned revenues.

long term liabilities: notes payable, mortgage payable, bonds payable.

The classified balance sheet:

asset section → subdivided into current and long term groups.
sometimes a sub grouping for long term investments.

liabilities → subdivided into current and long term groups.
equity is usually not subdivided.

Closing entries

close these: revenue accounts, expense accounts, withdrawal account.

don't close: assets accounts, liability accounts, capital account

Current ratio formula

current ratio = total current assets / total current liabilities.

1. purchase merchandise inventory

* paid cash.
merchandise inventory - debit
cash - credit

* on account

merchandise inventory - debit
a/p - credit.

2. Payment of freight in expenses

merchandise inventory - debit
cash - credit

3. purchase returns and allowances

a/p - debit
merchandise inventory - credit

4. Payment for a/p (credit term) = amount of discount

% / number of days - n/30

- if the company paid during the discount period

a/p - debit
cash - credit.
merchandise inventory - credit.

purchase discount ← don't write this in the exam!

- if the company paid after the discount period

a/p - debit
cash - credit

5. sales - two entries

(A) cash - debit (cash or a/r - if it was on account).
sales revenue - credit → Formula: $\text{Sales revenue} = \text{\# of units sold} \times \text{selling price per unit}$.

(B) cost of goods sold - debit → Formula: $\text{Cost of goods sold} = \text{\# of units sold} \times \text{cost per unit sold}$.
merchandise inventory - credit

6. freight out expenses

freight out expenses - debit
cash - credit.

7. Sales returns and allowances - 2 entries

(A) sales returns and allowances - debit
a/r - credit

② merchandise inventory - debit
 cost of goods sold - credit

8. receiving from a/r

During discount period
 cash - debit
 sales discount - debit
 a/r - credit

after the discount period
 cash - debit
 a/r - credit

Ex-20. FEB 16 (changed) the customers returns 500 goods from feb 10 transaction. the cost of these goods = 265

Date	Description	Debit	Credit						
FEB 3	merchandise inventory a/p	2700	2700						
FEB 7	a/p merchandising inventory	400	400						
FEB 9	merchandising inventory cash	1000	100						
FEB 10	① a/r sales revenue	4350	4350						
	② cost of goods sold merchandising inventory	2300	2300						
FEB 12	a/p cash merchandising inventory = $2300 \times 4\% = 92$	2300	2208 92						
			<table border="1" style="float: right;"> <tr><td colspan="2" style="text-align: center;">a/p</td></tr> <tr><td style="width: 50px;">400</td><td style="width: 50px;">2700</td></tr> <tr><td colspan="2" style="border-top: 1px solid black;">2300</td></tr> </table>	a/p		400	2700	2300	
a/p									
400	2700								
2300									
FEB 16	① sales returns and allowance a/r	500	500						
	② merchandising inventory cost of goods sold	265	265						
FEB 23	cash sales discount $3850 \times 2\% = 77$ a/r	3773 77	3850						
			<table border="1" style="float: right;"> <tr><td colspan="2" style="text-align: center;">a/r</td></tr> <tr><td style="width: 50px;">4350</td><td style="width: 50px;">500</td></tr> <tr><td colspan="2" style="border-top: 1px solid black;">3850</td></tr> </table>	a/r		4350	500	3850	
a/r									
4350	500								
3850									

Chapter 6.

The cost of merchandise inventory.

- record 2 entries to sell the goods.

1st entry :-

Account receivable (cash) → debit.
Sales revenue → credit.

2nd entry :-

Cost of goods sold → debit.
Merchandise inventory → credit.

10000 unit purchased in three times :-

1. 6000 = 2\$ 2. 3000 = 2.5\$ 3. 1000 = 3\$

10000
┌───┐
├───┤ 6000 x 2 = 12000
├───┤ 3000 x 2.5 = 7500
└───┘ 1000 x 3 = 3000 } add all
12000 + 7500 + 3000 = 22500\$

Methods approaches to assigning cost to inventory :-

1. first in first out. → FIFO.

2. last in first out. → LIFO.

3. weighted average → WA. → $\text{cost per unit} = \frac{\text{total cost}}{\text{\# of units}}$.

Cost of goods sold → income statement.

Cost of inventory → balance sheet.

Perpetual fifo - cost of goods sold (lower) net income (higher).

- inventory sold → cost of the oldest is assigned.

- ending inventory closely affects current replacement cost.

* when costs are constantly increasing, applying (fifo) will result in lower COGS and higher net income.

Perpetual lifo - cost of goods sold (high) net income (lower).

- inventory sold → cost of the newest is assigned.

- COGS closely reflects current replacement cost.

* when costs are constantly increasing, applying (lifo) will result in higher COGS and lower net income.

Perpetual weighted-average

- after each purchase, average cost of the inventory on hand is computed.
- sold inventory is costed using the average cost at the time of the sale.
- * average cost before the sale and after the sale should be the same.

merchandise inventory → balance sheet → current assets.

* Rule: merchandise inventory should be evaluated at the end of the period using (LCM).

↳ the lower of cost or market value.

cost	market value	adjustment	adjusting entry
Ⓐ \$1000	\$900	✓	cogs - Dr merchandise inv - cr 100
Ⓑ \$750	\$800	x	
Ⓒ \$2000	\$2000	x	

merchandise inventory on the balance sheet for each case.

- Ⓐ m.v \$900
- Ⓑ cost \$750
- Ⓒ cost/m.v \$2000

conservatism (حفظ) = take the lowest cost.

What is internal control?

- an organizational plan and the related measures designed to accomplish the following :-
- 1. Safeguard assets
- 2. encourage employees to follow company policies.
- 3. promote operational efficiency.
- 4. ensure accurate, reliable accounting records.

Bank account as a control device

- signature card
- deposit ticket
- check
- bank statement
- electronic funds transfers
- bank reconciliation.

Bank reconciliation

- mathematical explanation of the difference between two numbers.
- there is often a difference between the bank statement balance and the general ledger cash balance.
- deposits in transit.
- outstanding checks.
- bank collections
- electronic funds transfers
- service charges.
- interest
- nonsufficient funds checks.

Reconciliation process part A.

- * start with the bank balance at the end of the period.
- + add deposits in transit. (DIT) → cash you have collected from customers, but-
- deduct outstanding checks. (ols) which has not yet been deposited.
- include all uncleared checks, even from previous periods.

Adjust for bank errors

= adjusted bank balance.

Reconciliation process part B. *Journalize

- * start with the book balance at the end of the period.
- + add bank collections, interest revenue, and EFT receipts.
(cash receipts not already on the books).
- deduct services charges, NSF checks, and EFT payments.
(cash payments not already on the books).

Adjust for bank errors

= adjust bank balance.

entries - book statement * Journal

- interest revenue earned

cash - Dr
interest revenue - Cr

- eft
acc/r - Dr
cash - Dr

- NSF check

acc/r - NSF - Dr
cash - Cr

- deposit in transit
no entry

- service charge

expenses - Dr
cash - Cr

- outstanding check

no entry

Chapter 9. - Receivables

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A receivable is a right to receive cash in the future from a current transaction.

- Accounts receivable
- Notes receivable
- Other receivables

Also referred to as a trade receivable

- results from sales of goods or performance on services on account.
- Collection period normally = 30 to 60 days.

Also called a promissory note

- written promise that a customer will pay principal and interest.
- collection period longer than a/r.

Other receivables:

- category includes dividends, taxes, and interest receivables.
- can be current or long-term.

* Recording credit card and debit card sales

- recorded the same as cash sales:
- a fee is usually charged by the card company.
 - * the net cash received is reduced by the fee.

2 methods are allowed:-

- net method.
- gross method.

Net method

- recorded the card company fee at the time of the sale.
- only the net amount of cash is recorded.

Gross method

- record the full sale on the sale date.
- record the credit-card fee as a separate entry when the cash is deposited by the third party.

What is depreciation?

- depreciation is the process of allocating an assets cost to expense over its useful life.

* Remember: → to record depreciation, we debit depreciation expenses and credit accumulated depreciation. (a contra-asset)

Depreciation methods

- three common depreciation methods:
- straight-line
- units-of-production
- declining-balance.

Smart touch learning purchases a truck on January 1, 2014.

Data item	Amount
Cost of truck	\$41,000
Est. Residual value	\$1000
Est. Useful life years	5 years
Est. Useful life units	100,000 miles.

Straight-line method

$$\begin{aligned}
 \text{Annual straight line depreciation} &= \frac{\text{Cost} - \text{residual value}}{\text{estimated useful life in years}} \\
 &= \frac{\$41,000 - \$1000}{5} \\
 &= \$8000
 \end{aligned}$$