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# Accounting Training Manual

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# **Accounting Training Manual**

TeachUcomp

#### **Accounting Training Manual:**

Managerial Accounting Training Manual Classroom in a Book TeachUcomp, 2020-10-27 Complete classroom training manual for Introduction to Small Business Managerial Accounting 132 pages and 68 individual topics You will learn all about different types of accounts asset liability equity income and expense payroll financial statements and much more Topics Covered Introduction and Overview 1 What is Accounting 2 Accounting Methods 3 Ethics in Financial Reporting 4 Introduction to Financial Statements 5 Business Activities 6 GAAP 7 Sarbanes Oxley Act 8 Accrual vs Cash Basis of Accounting Financial Statements 1 Balance Sheets 2 Accounting Transactions 3 Debits and Credits 4 T Accounts and Journal Entries 5 The Balance Sheet 6 Income Statements 7 Retained Earnings Statement 8 Statement of Cash Flows Assets 1 Introduction to Assets 2 Current Assets 3 Property Plant and Equipment 4 Long Term Investments 5 Intangible Assets 6 Depreciation Liabilities 1 Introduction to Liabilities 2 Current Liabilities 3 Notes Payable 4 Sales Tax Payable 5 Unearned Revenue 6 Payroll Payable 7 Long Term Liabilities Other Accounting Transactions 1 The Trial Balance 2 Adjusting Entries 3 Closing the Books 4 Sales Revenues Gross Profits Operating Activities Inventory 1 Classifying Inventory 2 Determining Inventory Quantities 3 Cost of Goods Sold 4 FIFO and LIFO 5 Average Cost Method Stockholder s Equity 1 Corporate Form of Organization 2 Stock Issue Considerations 3 Accounting for Treasury Stock 4 Preferred Stock 5 Dividends and Retained Earnings Managerial Accounting 1 Introduction to Managerial Accounting 2 Code of Ethics for Managerial Accounting 3 Managerial Cost Concepts 4 Other Managerial Concepts Cost Accounting Systems 1 Cost Accounting Systems 2 Job Order Flow 3 Reporting Job Order Costing 4 Process Cost Systems 5 Activity Based Costing Accounts Payable 1 Accounts Payable 2 Early Payment Discounts Behavior of Costs and Expenses 1 Cost Behavior 2 Break Even Analysis and Contribution Margin Ratio 3 Margin of Safety Basic Banking 1 Making Deposits and Transfers 2 Reconciling Bank Accounts Cost Controlling 1 Budgetary Control 2 Static and Flexible Budgets 3 Responsibility Accounting 4 Standard Costs 5 Analyzing and Reporting Variances Profit and Budget Planning 1 Budgeting Basics 2 Preparing the Operating Budgets 3 Preparing the Financial Budgets Management Decision Making 1 Introduction to Management Decision Making 2 Incremental Analysis 3 Capital Project Accounting Training Budgeting and Annual Rate of Return 4 Other Tools for Analysis and Decision Making Manual Malay Kongprachitch, 2002 Accounting and Finance Manual United States. Defense Logistics Agency, 1980

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