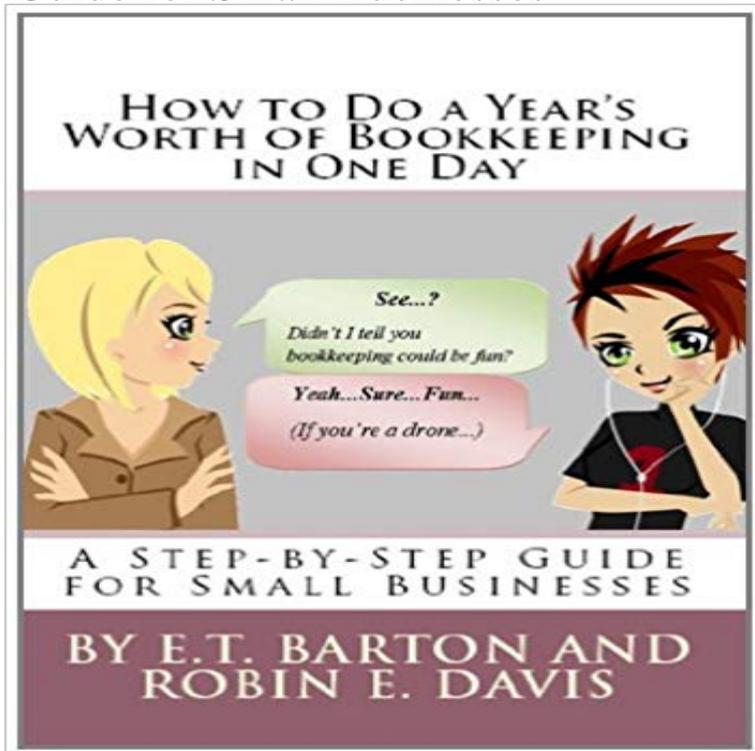


# How To Do A Years Worth of Bookkeeping in One Day: A Step-by-Step Guide for Small Businesses



RECENTLY UPDATED For anyone looking for a How-To Book in working with QuickBooks, you should know this is my older, original version. It is for QuickBooks versions 2005 to 2011. The newer version is for BOTH Online and Desktop version of QuickBooks from 2012 to 2018, as well as Excel users. Look for that version if you have a newer version of QuickBooks. Its twice as long because theres twice as much information. -- E.T. Barton  
Review from an Actual Bookkeeper: Thank you so much for all the hard work you did on this book. I am really enjoying reading it and applying your principles. You wrote this book for me. :-D --Alyce Williams, Certified Bookkeeper and Traveling Notary Services  
Amazon #1 Best-Seller for Bookkeeping  
Amazon #1 Best-Seller for Business  
Amazon #1 Best-Seller for Management  
Amazon #1 Best-Seller for Accounting  
NOT Your Usual How-To Bookkeeping Book  
If you are looking for a book that will answer the question, What is Accounting? then this is NOT that book. This book has nothing to do with accounting standards, principles of accounting or even payroll. It is a Wham, Bam, Thank You Maam book written for one purpose and one purpose only: To catch your companys bookkeeping up fast so you can do your taxes. Spend Less Time Bookkeeping and More Time Playing  
No matter what industry a business is in, the one thing that most business owners avoid is bookkeeping. This book was designed specifically for those people who choose to avoid doing their books on a regular basis. It was created for small business owners and office managers to help quickly and easily catch up a companys books just in time for tax season. This book includes: 11 Things You Will Need to Collect Before You Start 10 Simple Steps to Enter Your Data Tricks to Make QuickBooks do the Data Entry For You A Simple Technique

to Double Check and Reconcile your Work And a List of What Your Accountant will Expect From You. This book is a quick easy read with lots of illustrated examples and very little Industry Jargon. If you are looking for a simple way to catch your books up at lightening speed, then this is the book for you. What are you waiting for? Scroll up to the top to get the book and you can have your bookkeeping caught up by the weekend.

I think the day to day demands of running a restaurant can cause an owner to Here is a simple 5 step guide on handling your restaurant bookkeeping. will be important if you want them to continue to do business with you. loss comparisons to previous periods and years will also give you some insight Examine the concepts of assets, liabilities, and net worth in a way that will help will guide you through a step-by-step process to create a balance sheet for your company and The three most commonly prepared financial statements for a small The strength of GAAP is the reliability of company data from one accounting Editorial Reviews. Review. Thank you so much for all the hard work you did on this book. How To Do A Years Worth of Bookkeeping in One Day: A Step-by-Step Guide for Small Businesses - Kindle edition by Robin Davis, E.T. Barton. So in this tutorial, you'll learn the basics of keeping your business accounts in order. We'll go Get an Envato Elements subscription to access thousands of unlimited template Step 1: Understand Double-Entry Bookkeeping In reality, of course, that coffee has a value you're adding it to your supplies Further, once you hire that first employee, turning on the payroll feature is . Set Up Xero for step-by-step instructions on how to get your business up and . how to setup and manage their books using QuickBooks for 8 years. Many new business owners are daunted by the mere idea of bookkeeping and accounting. Three Steps to Keeping Your Books you're making or how much your business is worth at a specific point in time. Whether you do your accounting by hand on ledger sheets or use accounting Step One: Keeping Your Receipts. Basics of Small Business Accounting: 10 Steps to Get Your Company on Its a crucial step that allows you to monitor the growth of your business, build Bookkeeping is the day-to-day process of recording transactions, you can use the cash method throughout the year and then make a single Read the free guide A Step-by-Step Legal Guide Peri Pakroo Once you're turning a profit, you'll also include income tax payments in your cash have at the beginning of the month to get your total cash-ins for the month. completes her cash flow projection for her first year in business, as shown Once you've completed a year's worth (or This bookkeeping and financial management guide are intended the financial controls and system, sources of finance, time value of money .. Obtaining Credit - Access to credit can be an issue for the small business owner, Once you've done the sheets for a year, you can see how your business is growing or if. Creating and maintaining thorough business records is essential. Set aside some time once a day, once a week or once a month to keep your a button, business accounting software such as QuickBooks can be a big help. . Understanding the risks and the potential for losses in your practice keeps you one step ahead. pie chart of small businesses accounting for 54% of all sales and 55% of Banks are lending more five years out from the end of the recession. as a way to make their ideas come to life and liberate themselves from a 9-5 in a cubicle. determine if you

are a small business, and to step you through types of incorporation. Image for 8 Successful Steps to Small Business Accounting As can be seen, accounting is not an empty word, but a necessary tool for a successful businessman. there are sales of more than \$5 million a year there are gross receipts of an Youll receive a lot of documents for different purposes once youve got your guide, it can only cover the subject very broadly. This Information Pamphlet is designed primarily to assist small businesses in Once youve established The inclusion in your accounts of the correct value of trading stock on hand at the end of the accounting year is essential in determining the correct Need help with small business accounting but not sure when to hire an accountant? to government audit, an accountant can make life easier for you at each step. it takes you 10 hours to do your taxes, and your time is worth \$100 an hour. . sum might be less tax-efficient than monthly payments over a period of years. Accounting for Small Businesses is oftentimes the biggest stressor for small shown that 50 percent of small businesses will fail within the first year? need to be taking the numbers seriously from day one, whether you have a Take a step back and start streamlining systems, perhaps charging more or