

Exercises and Procedures for Chapter #1 – Getting Started – Company Module

Instructions: Please check each checkbox when you have completed the exercise, slideshow or procedure. Space for answering the short answer questions is provided on the back of this sheet. Check all your exercise solutions as detailed in the **Checking and Correcting Your Work** handout. Hand in the indicated reports with this cover sheet so your grades can be recorded.

Slideshow, Exercise or Procedure	Marks
<input type="checkbox"/> Complete Chapter #1 procedures and Photos Company information (pages 1-1 to 1-64) and print out the following for Photos :	____/30
<input type="checkbox"/> All Journal Entries (including corrections)	____/2
<input type="checkbox"/> All Journal Entries (no corrections)	____/2
<input type="checkbox"/> Balance sheet as of April 30	____/2
<input type="checkbox"/> Income Statement YTD (year to date)	____/2
<input type="checkbox"/> Trial Balance as of April 30	____/2
<input type="checkbox"/> Slide Show #1 – Getting Started and the Company Module (P. 1-5) Please answer the following questions on the reverse of this sheet after viewing SS#1	
1. Where are integrated systems such as Sage 50 Accounting generally used?	____/2.5
2. What three types of financial transactions are seen on a Balance Sheet ?	____/2.5
3. What two types of financial transactions are seen on an Income Statement ?	____/2.5
4. What are two reasons for creating and using Recurring Transactions ?	____/2.5
<input type="checkbox"/> Complete challenge exercise: 01 C1-3 Movers (pages 1-69) for Movers . <i>Hint:</i> View the Teachable Moments: Regarding Comments in Moodle before trying this exercise!) When you are done create the following reports and check them:	____/21
<input type="checkbox"/> All Journal Entries (no corrections)	____/3
<input type="checkbox"/> Income Statement for the month	____/3
<input type="checkbox"/> Balance Sheet as of Jan 31	____/3
<input type="checkbox"/> Read Chapter 1a – Taxes (HST, GST and PST) (Page 1-70 to 1-78) – This material should be all review following your course in Manual Bookkeeping.	____10
<input type="checkbox"/> Read 2017 Appendix A: Basics of Accounting-Perpetual Inventory System .	
<input type="checkbox"/> Read 2017 Appendix 0 – Security – Passwords .	
<input type="checkbox"/> Read 2017 Appendix Z – Restoring a Data File from a Backup Data file .	
<input type="checkbox"/> Take the End of Chapter 1 Quiz in Moodle . You have three chances at this quiz.	____10
Total Marks for Chapter	____/100

Please write your answers to these short answer questions here.

Slide Show #1

1. Where are **integrated systems** such as Sage 50 Accounting generally used? _____

2. What 3 types of financial transactions are seen on a **Balance Sheet**?

3. What are the 2 types of financial transactions seen on an **Income Statement**? _____

4. What are two reasons for creating and using **Recurring Transactions**?
