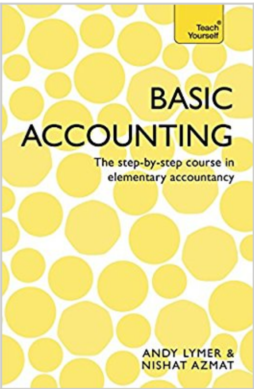

Basic Accounting: The step-by-step course in elementary accountancy

By Nishat Azmat, Andy Lymer

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Chapter 9: The balance sheet
Chapter 10: Illustrative example
Chapter 11: Cash and bank transactions
Chapter 12: Bank reconciliation
Chapter 13: The petty cash book
Chapter 14: Credit transactions and suppliers' accounts
Chapter 15: The accounts of credit customers
Chapter 16: Purchases and sales returns
Chapter 17: VAT and PAYE

Chapter 18: Classification of ledger accounts
Chapter 19: Final accounts of a sole trader
Chapter 20: Interpretation of accounts
Chapter 21: Cash flow statements
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Chapter 23: The genera; journal
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Chapter 25: Bad debts and provision for bad debts
Chapter 26: Year-end adjustments
Chapter 27: Incomplete records and single entry
Chapter 28: Non-trading concerns and club accounts
Chapter 29: Control Accounts
Chapter 30: Partnership accounts
Chapter 31: Accounting for management
Chapter 32: Costs of production and manufacturing accounts
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Editorial Review

Review
"A well written, easy to follow book that tackles the task of teaching you how to keep financial records...the basic principles are of great benefit to all of us." Amazon.co.uk Customer Review

About the Author
Andy Lymer is Head of Department of Accounting and Finance at University of Birmingham. He also heads up Lymer & Associates, undertaking numerous research, consultancy and publishing projects.

Nishat Azmat is a Certified Accountant teaching at the University of Birmingham.

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