

Purchases / Money Out

LESSON 1

Item List for Purchases

Notes:

LESSON 2

Vendor List

LESSON 3

Entering Purchase Orders

LESSON 4

Receiving Purchase Orders

LESSON 5

Entering and Paying Bills

LESSON 6

Recording Checks

LESSON 7

Recording Card and Electronic Purchases

LESSON 8

Vendor Credits

LESSON 9

Billable Expenses

LESSON 10

Homework Assignment

LESSON 11

Project Quiz