

QuickBooks™ Fundamentals

Activity List

This list includes transactions included in the QuickBooks™ Fundamentals course presented by bsnsAtlas.com. These transactions are NOT comprehensive or intended to be inter-related in anyway. They are only for illustration purposes to assist in working through individual lessons.

- 1 Add "Customer Appreciation" account to the Chart of Accounts
- 2 Add 2 items to the Item List: Residential Mowing @ \$25/hour and Commercial Mowing @ \$35/hour - both coded to Maint Labor
- 3 Check #1464 to Sult Advertising for \$250 to purchase promotional lawn signs coded to the Advertising account
- 4 Natalie Chapman purchases 20 pounds of fertilizer in person and pays right away with check #1218
- 5 Invoice Natalie Chapman for 1.5 hours of Residential Mowing
- 6 Receive check #1233 from Natalie Chapman in the amount of \$37.50 for mowing invoice.
- 7 Issue Credit Memo to Natalie Chapman for 10 pounds of returned fertilizer
- 8 Deposit check #76512 for \$200 from Townley Insurance Agency; refund of overpayment Liability Insurance previously paid
- 9 Enter Bill #L4489 from Bayshore Water dated 12/20/xx for \$136.35 coded to Utilities:Water
- 10 Enter \$38.00 Credit Memo received from Sowers Office Supply for returned copy paper

