


Section: Working With QuickBooks  
Lesson: Recording A Transaction

THIS SECTION: WORKING WITH QB

THIS LESSON...

## RECORDING A TRANSACTION IN QB



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Previous Lesson...



Database PROGRAM...




...connected to a DATA FILE...



Transaction

...LISTS to record a TRANSACTION



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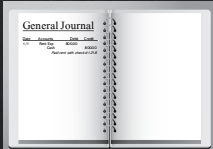


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"IN THE OLD DAYS..."

Date	Accounts	Debit	Credit
3/1/xx	Rent Exp	800.00	
	Cash		800.00
<i>Paid rent with check #1218</i>			



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## Section: Working With QuickBooks Lesson: Recording A Transaction

**"IN THE OLD DAYS..."**

CASH				Balance	
Date	Explanation	Debit	Credit	Debit	Credit
1/1	Check #1218	800.00			12,765.01

RENT EXPENSE				Balance	
Date	Explanation	Debit	Credit	Debit	Credit
1/1	Check #1218	800.00		800.00	

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**"IN THE OLD DAYS..."**

Income Statement		
Trial Balance		
	Debits	Credits
Cash	10,300	
Equipment	8,400	
A/R	250	125
Loans		8,200
Capital		10,000
Draw	0	
Bakery Sales		1,800
Catering Sales		250
Advertising Exp	300	
Food Supplies Exp	200	
Rent Exp	800	
Utilities Exp	125	
Total	20,375	20,375

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**COMPUTER PROGRAMS...**

Transaction

Income Statement		
Trial Balance		
	Debits	Credits
Cash	10,300	
Equipment	8,400	
A/R	250	125
Loans		8,200
Capital		10,000
Draw	0	
Bakery Sales		1,800
Catering Sales		250
Advertising Exp	300	
Food Supplies Exp	200	
Rent Exp	800	
Utilities Exp	125	
Total	20,375	20,375

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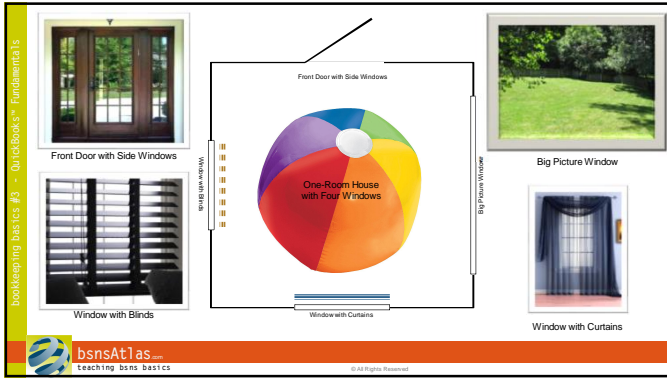
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Lesson: Recording A Transaction




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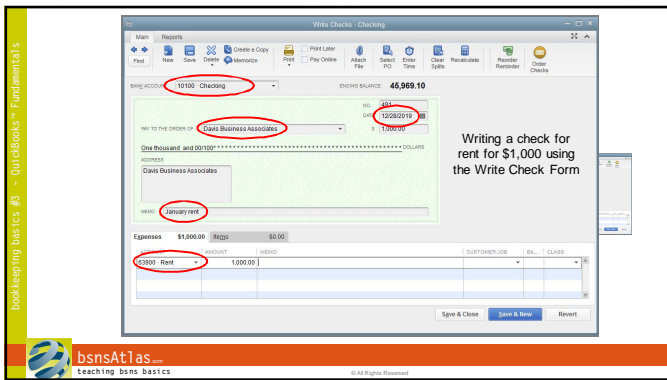
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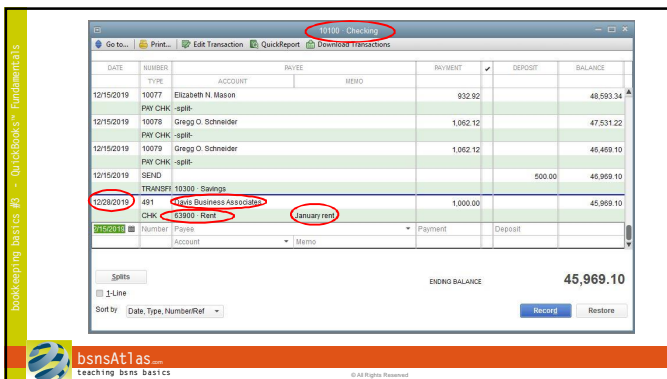
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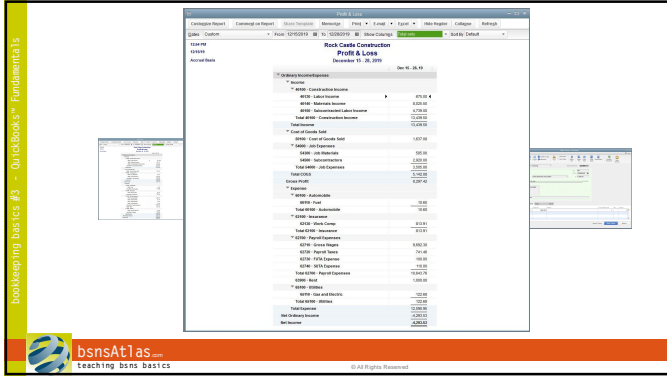
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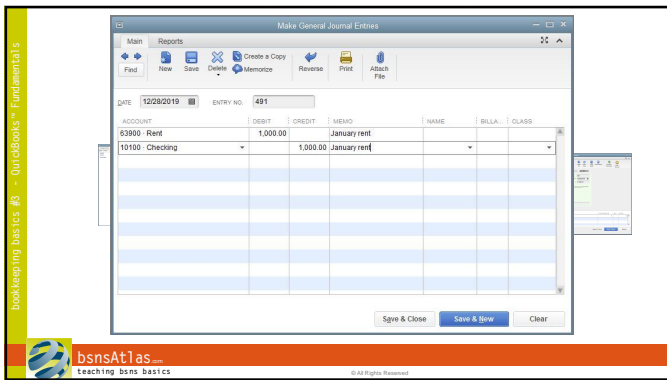
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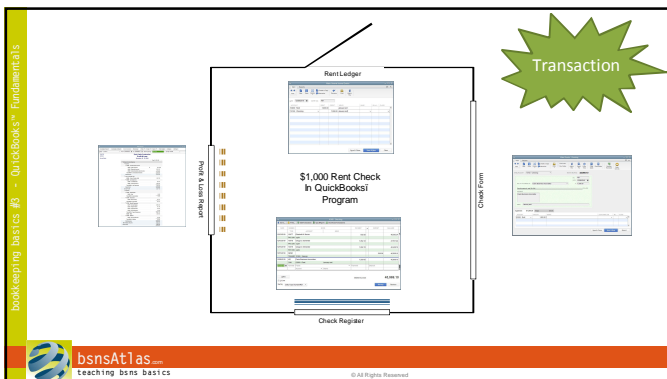
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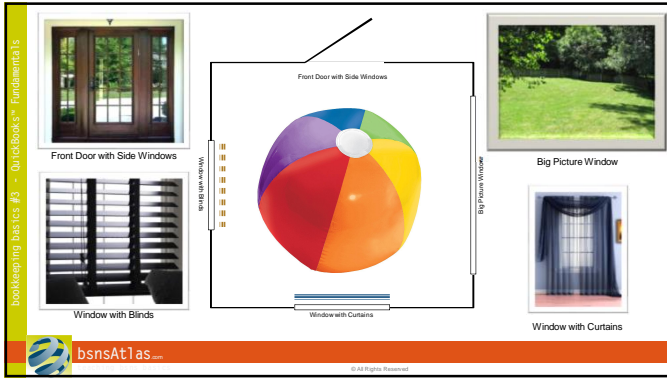
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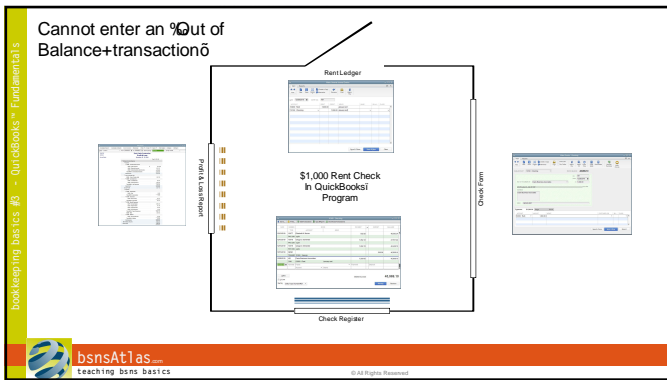
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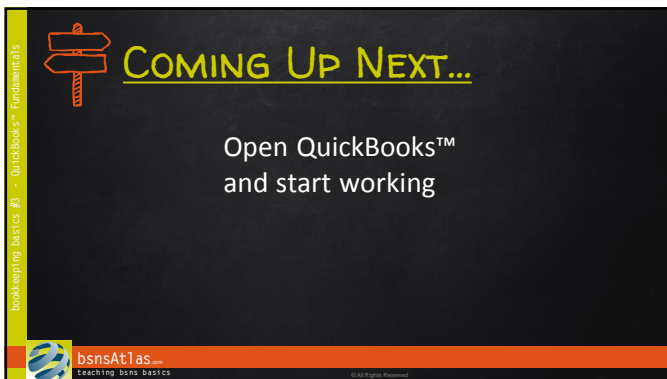
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