

## Baldy's Manual Accounting Exercise



### Requirements

Using the chart of accounts, transactions listing, and adjusting entries listings you record the transactions in the General Journal, post the entries to the General Ledger, and use the Financial Statements Worksheet to prepare Financial Statements. Closing Entries are not required for this exercise.

You can either print and use the Work Book or print the Individual Sheets to use for this exercise.

### Work Book

Includes all the entry forms in one book and can be used to record the transactions in one place instead of printing out the individual sheets.

**Note:** You will still need to print out the Transactions Listing, Adjusting Entries Listing and Chart of Account Listing (See Below Individual Sheets and Forms).

### Location:

BaldysBarberShop\BaldyManualSystem\Workbook\Workbook.pdf

### Individual Sheets and Forms

### Location:

Chart Of Accounts - BaldysBarberShop\BaldyManualSystem\ChartAccounts\  
ChartAccounts.pdf

Transactions - BaldysBarberShop\BaldyManualSystem\Transactions\Transactions.pdf

Adjusting Entries - BaldysBarberShop\BaldyManualSystem\AdjustingEntries\  
AdjstingJournalEntries.pdf

General Journal - BaldysBarberShop\BaldyManualSystem\ExerciseForms\  
GeneralJournalBlank.pdf  
General Ledger - BaldysBarberShop\BaldyManualSystem\ExerciseForms\  
GeneralLedgerBlank.pdf  
Financial Statements Worksheet - BaldysBarberShop\BaldyManualSystem\ExerciseForms\  
AcctgWorksheet.pdf  
Financial Statements - BaldysBarberShop\BaldyManualSystem\ExerciseForms\  
FinancialStatements.pdf

#### Information Only

##### Closing Entries

Closing Entries - BaldysBarberShop\BaldyManualSystem\ClosingEntries-InfoOnly\  
ClosingEntries.pdf  
Closing Entries Worksheet - BaldysBarberShop\BaldyManualSystem\ClosingEntries-InfoOnly\  
ClosingWorksheet.pdf

#### Answers

General Journal - BaldysBarberShop\BaldyManualSystem\AnswerSheets\  
GeneralJournalAnswers.pdf  
General Ledger - BaldysBarberShop\BaldyManualSystem\AnswerSheets\  
GeneralLedgerAnswers.pdf  
Financial Statements Worksheet - BaldysBarberShop\BaldyManualSystem\AnswerSheets\  
AcctgWorksheetAnswers.pdf  
Financial Statements - BaldysBarberShop\BaldyManualSystem\AnswerSheets\  
FinancialStatementsAnswers.pdf

### **Exercise Steps**

1. Using the Chart Of Accounts Listing and Transactions Listing record the transactions in the General Journal.
2. Post the entries from the General Journal to the General Ledger.
3. Prepare an Unadjusted Trial Balance – Using the Financial Statements Worksheet
4. Record Adjusting Entries in the General Journal.
5. Record Adjusting Entries in the Financial Statements Worksheet and post to the General Ledger.
6. Prepare an Adjusted Trial Balance -Using the Financial Statements Worksheet

7. Using the Financial Statements Worksheet prepare Financial Statements:

Income Statement  
Statement of Owner's Equity  
Balance Sheet

Answer Sheets are provided so you can check your results.