

Elements of Financial Statements

Official Account Types For Beginners

1. Assets	1. Assets
2. Liabilities	2. Liabilities
3. Capital/Equity	3. Capital/Equity
4. Investments by Owners	4. Revenues
5. Distributions to Owners	5. Expenses
6. Revenues	
7. Expenses	
8. Gains	
9. Losses	
10. Comprehensive Income	

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The Accounting Equation

Assets = Liabilities + Owner's Equity

Computation for Total Owner's Equity

Beginning Capital (+) when Owner transfers Money from Personal Bank Account to a Business Account (Company Name, Capital)

Income/Revenues (+) will ultimately INCREASE Capital

Expenses (-) will ultimately DECREASE Capital

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Account Classification Practice

Specific Account Types Classification

Accounts Payable	Liability
Cash	Asset
Notes Receivable	Asset
Equipment	Asset
Company Name, Capital	Capital/Equity
Supplies Expense	Expense
Building	Asset
Prepaid Rent	Asset
Fees Earned	Income/Revenue
Office Equipment	Asset
Miscellaneous Expense	Expense
Common Stock	Capital/Equity
Service Income	Income/Revenue
Unearned Fees	Liability
Supplies	Asset
Accounts Receivable	Asset
Prepaid Expenses	Asset
Mortgage Payable	Liability
Company Name, Drawing	Capital/Equity

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T-Accounts

make **Separate Computations** for Each Specific Account Type (ex. Cash, Accounts Receivable, Supplies, Rent Expense and etc.) in the form of **T-Accounts** to **Tally the Total of Each Account**

the **Debit and Credit of Each T-Account** must **Balance** each other out

Debits money Taken from your account to Cover Expenses

Credits money Coming into your account its

T-Accounts (cont)

KEEP IN MIND: The **Debit and Credit** Entry of Each Specific T-Account depends on their **Primary Classification** which are as follows

Primary Classification of Accounts

1. Assets (A) (+) (-)

Cash or things like **Land, Equipment, or Business Vehicles** that could be **CONVERTED** into Cash

2. Liabilities (L) (-) (+)

Debts you owe an individual or other businesses (ex. **Accounts Payable, Notes Payable, Loans, Unearned Revenue** and etc.)

3. Capital/Equity (C) (-) (+)

this is the **Beginning Capital + Income - Expenses**

also **Owner's Equity = Assets - Liabilities**

4. Income/Revenues (I) (-) (+)

Cash earned through **Sales** (**INCREASES CAPITAL**)

5. Expenses (E) (+) (-)

what you **Spend** money on to **Operate the Business** (**DECREASES CAPITAL**)

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Table of Contents Accounting Basics Cheat Sheet

1. Understanding the eBook Accounting Basics Cheat Sheet
 - The Rise of Digital Reading Accounting Basics Cheat Sheet
 - Advantages of eBooks Over Traditional Books
2. Identifying Accounting Basics Cheat Sheet
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Accounting Basics Cheat Sheet
 - User-Friendly Interface
4. Exploring eBook Recommendations from Accounting Basics Cheat Sheet
 - Personalized Recommendations
 - Accounting Basics Cheat Sheet User Reviews and Ratings
 - Accounting Basics Cheat Sheet and Bestseller Lists

5. Accessing Accounting Basics Cheat Sheet Free and Paid eBooks
 - Accounting Basics Cheat Sheet Public Domain eBooks
 - Accounting Basics Cheat Sheet eBook Subscription Services
 - Accounting Basics Cheat Sheet Budget-Friendly Options
6. Navigating Accounting Basics Cheat Sheet eBook Formats
 - ePub, PDF, MOBI, and More
 - Accounting Basics Cheat Sheet Compatibility with Devices
 - Accounting Basics Cheat Sheet Enhanced eBook Features
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 - Adjustable Fonts and Text Sizes of Accounting Basics Cheat Sheet
 - Highlighting and Note-Taking Accounting Basics Cheat Sheet
 - Interactive Elements Accounting Basics Cheat Sheet
8. Staying Engaged with Accounting Basics Cheat Sheet
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Accounting Basics Cheat Sheet
9. Balancing eBooks and Physical Books Accounting Basics Cheat Sheet
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Accounting Basics Cheat Sheet
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Accounting Basics Cheat Sheet
 - Setting Reading Goals Accounting Basics Cheat Sheet
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Accounting Basics Cheat Sheet
 - Fact-Checking eBook Content of Accounting Basics Cheat Sheet
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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