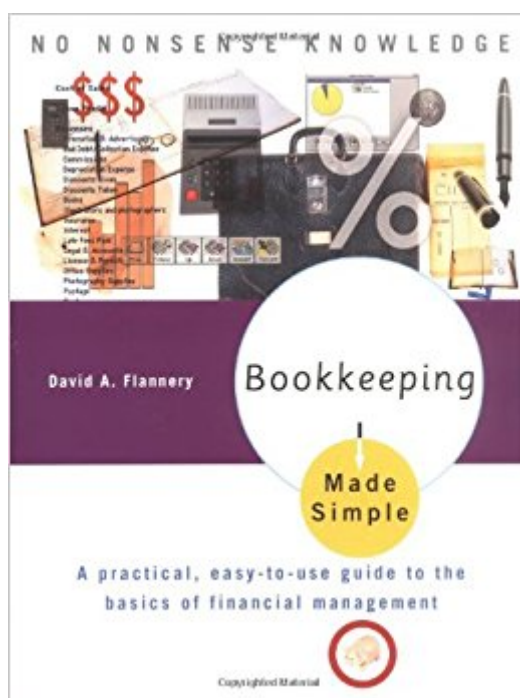


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# Bookkeeping Made Simple: A Practical, Easy-to-Use Guide To The Basics Of Financial Management



## Synopsis

A streamlined introduction to record keeping, accounting, and more, *Bookkeeping Made Simple* takes the mystery out of financial jargon for small-business owners and students. Completely up to date, this comprehensive edition now covers the complete accounting cycle, making it easier than ever to master the math of commerce. Topics covered include: \* assets and equities\* individual accounts\* the journal\* adjustments to accounts\* preparing statements\* merchandising accounts\* control of cash\* petty cash\* payroll\* partnership\* closing the books

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## Customer Reviews

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It's unprecedented to have this many typos in an accounting/number related educational book. The

irony! It was pointed out in another review (which I wished I had read prior to buying) that the book was published with numbers where symbols should be, defeating the entire purpose of clear explanations. Unbelievable. Is the publisher even aware? The poor people that get this book and are trying to understand something as DRY as bookkeeping and might believe for a minute (or more) that "A 5 E" vs Assets = Equities.

Almost done with the book. Kind of scanning over it to absorb some of it. The main issue is the errors that others mentioned. All the equations in mine are misprinted with numbers instead of symbols, (+,-,x,/). Obviously math is the most important area of bookkeeping. Therefore there is NO way you can make use of the mathematical equations. You HAVE to get another book if you want to learn bookkeeping. Period. I would have returned this book if I was aware of the issue. It's taken me awhile to go through it though. Also, I don't like the cursive writing. I also find it hard to read some of the words that are important. I think it's bull that they keep selling this with the errors, making the book almost useless. Unless they have fixed them.

I bought this book because of the reviews. I was also baffled by the 'balance' sheet that doesn't balance on page 14. (See review by 'adm') More explanations are needed for some items, like 'sundry' accounts. They are introduced in chapter 5 on page 33, but only a brief explanation is given several pages later (page 36) that says basically: 'Sundry accounts are used to record infrequent or unusual transactions'. BUT in figure 5.1 on page 33, the items posted in the sundry account include: 'phone co., internet, and electricity' NONE of which seem infrequent or unusual. No explanation. Also: after going to such length to make sure we know that 'debits go on the left, and credits on the right', there is no explanation why some special accounts put them backwards (credits on the left, debits on the right) but others do not. (See examples 5.2, 5.6, 5.9, 5.10 all in chapter 5) On page 27, the author says we need to be 'perfect' when we practice his lessons, ('perfect practice makes perfect') yet his lessons are not perfect. If I were to write a book on this subject, I would edit it extremely carefully. Typos would be understandable in any work, but these are big mistakes. The book is still pretty good so far, because I've already learned more than I did in a whole semester of high school accounting. I'm only up to chapter 5, so I may be adding to this review.

I purchased this book for a course at the local community college. When I received it I noticed that all of the arithmetic operators were misprinted with numbers. This makes all of the equations virtually useless. When I got to class the instructor had the exact same book but all of the equations were

correct. She had this book for a couple of years. All of the students had a defective printing regardless of where they had purchased it. Some had purchased it from the college bookstore, some from .com and some from B&N. This is obviously not 's fault but the printers. I intend to return the book to and I hope they will hold the printer liable for this misprinting. Other than that the book is OK except for the examples which are terrible. I have found much better books for small business bookkeeping that the instructor is looking at for use in the class the next time around. Have printers forgotten what proof reading is?

I am training a young lady who works in my office on the basics of the General Ledger. She is currently handling accounts receivable/payable successfully, but having trouble grasping the concept of debits and credits in the general ledger. I purchased this book and set up a self-study program for her. It covers all of the basics of double-entry bookkeeping in a workbook format. There are a couple of things I don't like about the book, mainly the layout of problems and answers. In some instances the worksheet and questions are on the left page and the answers on the right page, side by side. This arrangement makes it too easy to look at the answer page without having to concentrate on working the problem. Also, the worksheet ledger pages are simply copies of an actual ledger page on which the problems and answers have been written. The pages have been copied on a dark setting so all of the horizontal and vertical lines and the writing on the page are the same dark black color with everything blending together, making it hard to read. Around page 30 the book explains very carefully that assets and liabilities must be equal on a balance sheet. The problem that follows give you a set of numbers to fill in that end up with the balance sheet out of balance. The author had the right idea and there is a lot of good information in the book, but it is not very well put together.

Really good book for a lady is who intimidated by accounting!

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