

Bookkeeping Exam

This exam will give our company an idea as to the extent of your bookkeeping skills and will help us to determine if you are capable of fulfilling the position we have available at this time.

1. A bank statement dated January 31 has the following information:

<u>ITEM DESCRIPTION</u>	<u>DATE</u>	<u>AMOUNT</u>
Open Balance	12-31	\$ 547.43
Deposit	1-04	\$ 100.00
Deposit	1-15	\$ 350.00
Check # 1003	1-02	\$ 50.13
Check # 1006	1-07	\$ 10.09
Check # 1007	1-19	\$ 250.00
Check # 1008	1-26	\$ 101.19
Monthly Service Charge	1-31	\$ 5.00
Ending Balance	1-31	\$ 581.02

Your check register has the following transactions:

<u>DATE</u>	<u>CHECK#</u>	<u>AMOUNT</u>
1-04	Deposit	\$ 100.00
12-31	1003	\$ 50.13
1-05	1004	\$ 25.00
1-05	1005	\$ 27.93
1-05	1006	\$ 10.09
1-15	Deposit	\$ 350.00
1-16	1007	\$ 250.00
1-24	1008	\$ 101.19
1-31	Deposit	\$ 212.89

What is your bank statement reconciled balance at January 31? _____

Sample Bookkeeping Test

M Carnoy



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Table of Contents Sample Bookkeeping Test

1. Understanding the eBook Sample Bookkeeping Test
 - The Rise of Digital Reading Sample Bookkeeping Test
 - Advantages of eBooks Over Traditional Books
2. Identifying Sample Bookkeeping Test
 - 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 Sample Bookkeeping Test
 - User-Friendly Interface
4. Exploring eBook Recommendations from Sample Bookkeeping Test
 - Personalized Recommendations
 - Sample Bookkeeping Test User Reviews and Ratings
 - Sample Bookkeeping Test and Bestseller Lists
5. Accessing Sample Bookkeeping Test Free and Paid eBooks

- Sample Bookkeeping Test Public Domain eBooks
- Sample Bookkeeping Test eBook Subscription Services
- Sample Bookkeeping Test Budget-Friendly Options
- 6. Navigating Sample Bookkeeping Test eBook Formats
 - ePub, PDF, MOBI, and More
 - Sample Bookkeeping Test Compatibility with Devices
 - Sample Bookkeeping Test Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Sample Bookkeeping Test
 - Highlighting and Note-Taking Sample Bookkeeping Test
 - Interactive Elements Sample Bookkeeping Test
- 8. Staying Engaged with Sample Bookkeeping Test
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Sample Bookkeeping Test
- 9. Balancing eBooks and Physical Books Sample Bookkeeping Test
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Sample Bookkeeping Test
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Sample Bookkeeping Test
 - Setting Reading Goals Sample Bookkeeping Test
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Sample Bookkeeping Test
 - Fact-Checking eBook Content of Sample Bookkeeping Test
 - 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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