# Debits and Credits: Analyzing and Recording Business Transactions 

## ANSWERS TO DISCUSSION QUESTIONS AND CRITICAL THINKING/ETHICAL CASE

1. A ledger is a group of accounts that records in monetary value data from business transactions.
2. Because that is always the debit side. It is an arbitrary rule.
3. False. Accounts with one entry will not need footings.
4. The end product of the accounting process is preparing financial reports.
5. The transaction analysis chart is a teaching device that is not used in the regular accounting process.
6. Accounts affected, category, $\uparrow \downarrow$, rules, update of $T$ accounts.
7. The analysis of transactions results in the total of debits being equal to total of credits. A double-entry system provides a system of checks and balances.
8. False. Informal report; does not have the same status as financial reports.
9. The financial reports are prepared from the ending balances of the accounts (debit or credit) in the ledger. These ending balances are then used on financial reports. The inside columns on financial reports are for sub totaling.
10. It is easier to prepare the reports from the trial balance, because a list of all accounts and their balances is provided. The columns for revenue, expenses, etc., on the expanded accounting equation do not list specific titles and their balances.
11. The question in this case is whether Audrey should be allowed to put fictitious figures into the trial balance. Although Audrey has good intentions, this type of behavior cannot be tolerated. Her actions are extremely unprofessional and go against all accounting standards (not to mention ethics!).Instead of putting in fictitious figures, Audrey should stay late and correct the trial balance (or perhaps engage an assistant to help her so she could catch the plane).

## SOLUTIONS TO CLASSROOM DEMONSTRATION EXERCISES

1. Cash
C. Clark, Capital
2. A. Liability
B. Revenue
C. Asset
D. Capital
E. Withdrawals
F. Asset
G. Expense
\$17,200
\$11,000
Cr. Dr. Cr.
Cr. Dr. Cr.
Dr. Cr. Dr.
Cr. Dr. Cr.
Dr. Cr. Dr.
Dr. Cr. Dr.
Dr. Cr. Dr.

Debit Balance
Credit Balance
3.

| Cash | Asset | $\uparrow$ | Dr. | Cash |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | 600 |  |
| Accounts Receivable | Asset | $\uparrow$ | Dr. | Accounts Receivable |  |
|  |  |  |  | 1,900 |  |
|  |  |  |  | Book | $g$ Fees |
| Bookkeeping Services | Revenue | $\uparrow$ | Cr. |  | 2,500 |

4. Cash

Accounts Receivable
Office Equipment
Accounts Payable
J. Joy, Capital
J. Joy, Withdrawals

Hair Salon Fees Earned
Advertising Expense
Salary Expense
Utility Expense
5. A. BS
B. $\quad B S$
C. BS
D. $\quad B S$
E. $\quad O E$
F. $\quad O E$
G. IS
H. IS
I. IS
J. IS
K. IS

EXERCISE 2-1A.

| Balance Sheet Accounts |
| :--- |
| Assets |
| 111 Cash |
| 112 Accounts Receivable |
| Liabilities |
| 211 Accounts Payable |
| Owner's Equity |
| 311 L. Jones, Capital |
| 312 L. Jones, Withdrawals |
| Income Statement Accounts |
| Revenue |
| 411 Legal Fees |
| Expenses |
| 511 Advertising Expense |
| 512 Repair Expense |
| 513 Salary Expense |

EXERCISE 2-4A.

|  | Dr. | Cr. |
| :---: | :---: | :---: |
| A. | 8 | 1 |
| B. | 6 | 1 |
| C. | 9 | 4 |
| D. | 1 | 7 |
| E. | 10 | 1 |
| F. | 3 | 5 |
| G. | 2 | 7 |
| H. | 1 | 2 |
| I. | 3 | 4 |

EXERCISE 2-2A.

| 1. <br> Accounts Affected | $2$ <br> Category | $\begin{gathered} 3 . \\ \uparrow \downarrow \end{gathered}$ | $4 .$ <br> Rules | 5. T-Account Update |
| :---: | :---: | :---: | :---: | :---: |
| Computer Equipment | Asset | $\uparrow$ | Dr. | Computer Equipment |
|  |  |  |  | 19,000 |
| Accounts Payable | Liability | $\uparrow$ | Cr. | Accounts Payable |
|  |  |  |  | $16,000$ |
| Cash | Asset | $\downarrow$ | Cr. | Cash |
|  |  |  |  | 3,000 |

## EXERCISE 2-3A.

| ACCOUNT | CATEGORY | $\uparrow$ | $\downarrow$ | FINANCIAL |
| :--- | :--- | :---: | :---: | :--- |
| Supplies | Asset | Dr. | Cr. | Balance Sheet |
| Legal Fees Earned | Revenue | Cr. | Dr. | Income Statement |
| P. Rey, Withdrawals | Owner's Equity <br> (Withdrawals) | Dr. | Cr. | Statement of Owner's Equity |
| Accounts Payable | Liability | Cr. | Dr. | Balance Sheet |
| Salaries Expense | Expense | Dr. | Cr. | Income Statement |
| Auto | Asset | Dr. | Cr. | Balance Sheet |

EXERCISE 2-5A.

## HALL'S CLEANERS

INCOME STATEMENT
FOR THE MONTH ENDED JULY 31, 2016

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cleaning Fees |  |  |  |  |  |  | \$ | 4 |  |  | 8 | 00 |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Salaries Expense | \$ | 1 | 6 |  | 00 | 0 |  |  |  |  |  |  |
| Utilities Expense |  |  | 1 | 3 | 30 | 0 |  |  |  |  |  |  |
| Total Operating Expenses |  |  |  |  |  |  |  | 2 |  | 7 | 3 | 00 |
| Net Income |  |  |  |  |  |  | \$ | 1 |  | 8 | 5 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

## HALL'S CLEANERS

STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED JULY 31, 2016

| J. Hall, Capital, July 1, 2016 |  |  |  |  | $\$$ | 8 | 0 | 0 | 0 | 0 |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for July | $\$$ | 1 | 8 | 5 | 0 | 0 |  |  |  |  |$|$

HALL'S CLEANERS
BALANCE SHEET
JULY 31, 2016
ASSETS LIABILITIES AND OWNER'S EQUITY

| Cash |  | 5 | 5 | 0 | 00 | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equipment |  |  | 9 | 2 | 00 | Accounts Payable | \$ | 4 | 5 |  | 5 | 00 |
|  |  |  |  |  |  | Owner's Equity |  |  |  |  |  |  |
|  |  |  |  |  |  | J. Hall, Capital |  |  | 8 |  | 7 | 00 |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$1 |  | 4 | 42 | 00 | Owner's Equity | \$1 |  |  | 42 | 2 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

EXERCISE 2-1B.

| Balance Sheet Accounts |
| :--- |
| Assets |
| 111 Cash |
| 112 Accounts Receivable |
| Liabilities |
| 211 Accounts Payable |
| Owner's Equity |
| 311 L. Jones, Capital |
| 312 L. Jones, Withdrawals |
| Income Statement Accounts |
| Revenue |
| 411 Legal Fees |
| Expenses |
| 511 Cleaning Expense |
| 512 Office Assistance Expense |
| 513 Rent Expense |

## EXERCISE 2-4B.

|  | Dr. | Cr. |
| :---: | :---: | :---: |
| A. | 11 | 1 |
| $\boldsymbol{B}$. | 6 | 1 |
| $\boldsymbol{C}$. | 12 | 4 |
| D. | 1 | 7 |
| $\boldsymbol{E}$. | 2 | 7 |
| $\boldsymbol{F}$. | 3 | 4 |
| G. | 10 | 4 |
| H. | 1 | 2 |
| I. | 3 | 5 |

EXERCISE 2-2B.

| 1. <br> Accounts Affected | $2$ <br> Category | 3. <br> $\uparrow \downarrow$ | $4 .$ <br> Rules | $5 .$ <br> T-Account Update |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Asset | $\uparrow$ | Dr. | Computer Equipment |  |
| Computer Equipment |  |  |  | 21,000 |  |
|  | Liability | $\uparrow$ | Cr. | Accounts Payable |  |
| Accounts Payable |  |  |  |  | 16,000 |
|  |  | $\downarrow$ | Cr. | Cash |  |
| Cash | Asset |  |  |  | 5,000 |

EXERCISE 2-3B.

| ACCOUNT | CATEGORY | $\uparrow$ | $\downarrow$ | FINANCIAL |
| :--- | :--- | :--- | :--- | :--- |
| Supplies | Asset | Dr. | Cr. | Balance Sheet |
| Legal Fees Earned | Revenue | Cr. | Dr. | Income Statement |
| P. Rey, Withdrawals | Owner's Equity <br> (Withdrawals) | Dr. | Cr. | Statement of Owner's Equity |
| Cash | Asset | Dr. | Cr. | Balance Sheet |
| Accounts Receivable | Asset | Dr. | Cr. | Balance Sheet |
| Rent Expense | Expense | Dr. | Cr. | Income Statement |

EXERCISE 2-5B.

| HALL'S CLEANERS |
| :--- |
| INCOME STATEMENT |
| FOR THE MONTH ENDED JULY 31, 2016 |
| Revenue: |
| Cleaning Fees |
| Operating Expenses: |
| Salaries Expense |
| Utilities Expense |
| Total Operating Expenses |
| Net Income |

## HALL'S CLEANERS

## STATEMENT OF OWNER'S EQUITY

FOR THE MONTH ENDED JULY 31, 2016

| J. Hall, Capital, July 1, 2016 |  |  |  |  |  |  |  | 0 | 0 |  | 00 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for July |  | 4 | 1 | 5 | 00 |  |  |  |  |  |  |
| Less: Withdrawals for July |  | 2 | 4 | 5 | 00 |  |  |  |  |  |  |
| Increase in Capital |  |  |  |  |  |  | 1 | 17 | 70 |  | 00 |
| J. Hall, Capital, July 31, 2016 |  |  |  |  |  | \$ | 8 |  | 70 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |

HALL'S CLEANERS
BALANCE SHEET
JULY 31, 2016
ASSETS
LIABILITIES AND OWNER'S EQUITY

| Cash | \$ | 7 | 5 |  | 00 | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Equipment |  | 6 | 4 | 5 | 00 | Accounts Payable |  |  | 2 | 2 | 5 | 00 |
|  |  |  |  |  |  | Owner's Equity |  |  |  |  |  |  |
|  |  |  |  |  |  | J. Hall, Capital |  |  | 87 | 70 |  | 00 |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$1 |  | 9 |  | 50 | Owner's Equity | \$1 |  | 39 | 9 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

PROBLEM 2A-1.

| Accounts Affected | Category | Inc. Dec. | Rules | T-Account Update |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| A. Cash Bill O'Brien, Capital | Asset <br> Owner's Equity | $\begin{aligned} & \uparrow \\ & \uparrow \end{aligned}$ | Dr. <br> Cr. | Cash | Bill O'Brien, Capital |
|  |  |  |  | 21,000 | 21,000 |
| B. Delivery Trucks Accounts Payable | Asset <br> Liability | $\uparrow$$\uparrow$ | Dr. <br> Cr. | Delivery Trucks | Accounts Payable |
|  |  |  |  | 9,000 | 9,000 |
| C. Rent Expense Accounts Payable | Expense <br> Liability | $\begin{aligned} & \uparrow \\ & \uparrow \end{aligned}$ | Dr. Cr. | Rent Expense | Accounts Payable |
|  |  |  |  | 900 | 900 |
| D. Cash <br> Fees Earned | Asset <br> Revenue | $\uparrow$$\uparrow$ | Dr. <br> Cr. | Cash | Fees Earned |
|  |  |  |  | $$ | 1,400 |
| E. Accounts Receivable <br> Fees Earned | Asset <br> Revenue | $\begin{aligned} & \uparrow \\ & \uparrow \end{aligned}$ | Dr. Cr. | Accounts Receivable | Fees Earned |
|  |  |  |  | 150 | 150 |
| F. Bill O'Brien, Withdrawals Cash | Owner's Equity (Withdrawals) <br> Asset | $\uparrow$ | Dr. | Bill O'Brien, Withdrawals | Cash |
|  |  | $\uparrow$ | $C r$. | 400 | $\overline{400}$ |

PROBLEM 2A-2.

| Cash | 111 |  |
| ---: | ---: | ---: |
| $(A)$ | 20,000 | $90(D)$ |
| $(C)$ | 900 | $400(E)$ |
|  |  | $1,000(G)$ |

Bernie Pillows, Withdrawals 312
(D) 90

| Office Equipment |  |
| :---: | :---: |
| (B) 5,000 | 121 |
|  |  |


| Accounts Payable |  |  |
| :---: | :--- | :--- |
| (G) 1,000 | $5,000($ B $)$ |  |
|  | $1,400(F)$ |  |
|  |  |  |

Bernie Pillows, Capital 311

20,000 (A)

## PROBLEM 2A-3.

(a)

(b)

BARRY'S CLEANING SERVICE

| TRIAL BALANCE |
| :---: |
| MAY 31, 2016 |


|  | Dr. |  |  |  |  |  | Cr. |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | 8 | 6 | 0 | 0 | 0 | 00 |  |  |  |  |  |
| Accounts Receivable | 4 | 5 | 0 | 0 | 0 | 00 |  |  |  |  |  |
| Office Equipment | 1 | 5 | 0 | 0 | 0 | 00 |  |  |  |  |  |
| Accounts Payable |  |  |  |  |  |  | 1 | 1 | 0 | 0 | 00 |
| Barry Joy, Capital |  |  |  |  |  |  |  | 0 |  | 0 | 00 |
| Barry Joy, Withdrawals |  | 9 | 0 | 0 | 0 | 00 |  |  |  |  |  |
| Fees Earned |  |  |  |  |  |  | 8 | 0 | 0 | 0 | 00 |
| Rent Expense |  | 4 | 0 | 0 |  | 00 |  |  |  |  |  |
| Utilities Expense |  | 2 | 0 |  |  | 00 |  |  |  |  |  |
| Totals | 16 | 1 | 0 | 0 |  | 00 | 16 | 1 | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |

PROBLEM 2A-4.
(a)

| GRACE LANTZ |
| :---: |
| BARRISTER AND SOLICITOR |
| INCOME STATEMENT |

FOR THE MONTH ENDED MAY 31, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Revenue from Legal Fees |  |  |  |  |  |  | 2 | 3 | 5 | 5 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Utilities Expense |  |  | 0 | 0 | 00 |  |  |  |  |  |  |  |
| Rent Expense |  |  | 5 | 0 | 00 |  |  |  |  |  |  |  |
| Salaries Expense |  | 1 | 5 | 0 | 00 |  |  |  |  |  |  |  |
| Total Operating Expenses |  |  |  |  |  |  | 1 |  |  |  | 0 | 00 |
| Net Income |  |  |  |  |  |  | \$ |  | 5 |  | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

(b)

GRACE LANTZ

| GRACE LANTZ |
| :--- |
| BARRISTER AND SOLICITOR |
| STATEMENT OF OWNER'S EQUITY |
| FOR THE MONTH ENDED MAY 31, 2017 |
| Grace Lantz, Capital, May 1, 2017 |
| Net Income for May |
| Less: Withdrawals for May |
| Increase in Capital |
| Grace Lantz, Capital, May 31, 2017 |

PROBLEM 2A-4., Cont.
(c)

GRACE LANTZ

| GRACE LANTZ |
| :---: |
| BARRISTER AND SOLICITOR |
| BALANCE SHEET |
| MAY 31, 2017 |

## ASSETS

LIABILITIES AND OWNER'S EQUITY

| Assets: |  |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | \$5 |  |  | 00 | 0 | 0 | Accounts Payable | \$4 |  | 30 |  | 00 | 0 |  |  |  |  |  |  |
| Accounts Receivable |  |  |  | 50 | 0 | 0 | Salaries Payable |  |  | 67 |  | 50 | 0 |  |  |  |  |  |  |
| Office Equipment |  |  | 75 | 50 | 0 | 0 | Total Liabilities |  |  |  |  |  |  | \$ 4 |  | 7 | 5 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Owner's Equity |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Grace Lantz, Capital |  |  |  |  |  |  | 1 |  | 2 | 5 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |  |  |  |  |  |  |
| Total Assets | \$6 |  |  | 00 | 0 | 0 | Owner's Equity |  |  |  |  |  |  | \$6 |  | 0 | 0 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## PROBLEM 2A-5.

1., 2., 3.

4.

ANGEL'S DELIVERY SERVICE
TRIAL BALANCE
MARCH 31, 2016

|  | Dr. |  |  |  | Cr |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | 15 | 6 | 50 | 00 |  |  |  |  |  |
| Accounts Receivable |  | 5 | 00 | 00 |  |  |  |  |  |
| Office Equipment |  | 6 | 00 | 00 |  |  |  |  |  |
| Delivery Trucks | 18 | 0 | 00 | 00 |  |  |  |  |  |
| Accounts Payable |  |  |  |  | 18 | 7 | 0 | 0 | 00 |
| Alice Angel, Capital |  |  |  |  | 16 | 0 | 0 | 0 | 00 |
| Alice Angel, Withdrawals |  | 3 | 00 | 00 |  |  |  |  |  |
| Delivery Fees Earned |  |  |  |  | 3 | 4 | 0 | 0 | 00 |
| Advertising Expense |  | 2 | 50 | 00 |  |  |  |  |  |
| Gas Expense | 1 | 2 | 00 | 00 |  |  |  |  |  |
| Salaries Expense |  | 9 | 0 O | 00 |  |  |  |  |  |
| Telephone Expense |  | 7 | 00 | 00 |  |  |  |  |  |
| Totals | 38 | 1 | 00 | 00 | 38 | 1 | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |

PROBLEM 2A-5, Cont.
5.(a)

ANGEL'S DELIVERY SERVICE

## INCOME STATEMENT

FOR THE MONTH ENDED MARCH 31, 2016

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Delivery Fees Earned |  |  |  |  |  |  | 3 |  | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense | \$ | 2 |  | 0 | 0 |  |  |  |  |  |  |
| Gas Expense | 1 | 2 |  | 0 | 0 |  |  |  |  |  |  |
| Salaries Expense |  | 9 |  | 0 | 0 |  |  |  |  |  |  |
| Telephone Expense |  |  | 0 | 0 | 0 |  |  |  |  |  |  |
| Total Operating Exenses |  |  |  |  |  |  | 3 |  | 5 | 0 | 00 |
| Net Income |  |  |  |  |  |  | \$ |  | 5 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |

5.(b)

ANGEL'S DELIVERY SERVICE
STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED MARCH 31, 2016

| A. Angel, Capital, March 1, 2016 |  |  |  |  |  |  | \$16 |  | 0 | 0 |  | 00 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for March |  |  | 5 | 0 |  | 0 |  |  |  |  |  |  |
| Less: Withdrawals for March |  |  | 0 | 0 |  | 0 |  |  |  |  |  |  |
| Increase in Capital |  |  |  |  |  |  |  |  |  | 5 |  | 00 |
| A. Angel, Capital, March 31, 2016 |  |  |  |  |  |  | $\$ 16$ |  | 5 | 0 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

5.(c)

ANGEL'S DELIVERY SERVICE
BALANCE SHEET
MARCH 31, 2016

| BALANCE SHEET |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| MARCH 31, 2016 |  |  |  |  |  |  |  |  |  |
| ASSETS |  |  |  |  | LIABILITIES AND OWNER'S EQUITY |  |  |  |  |
| Assets: |  |  |  |  | Liabilities: | \$18 | 70 | 0 | 00 |
| Cash | \$15 | 65 | 50 | 000 | Accounts Payable |  |  |  |  |
| Accounts Receivable |  | 50 | 00 | 00 |  |  |  |  |  |
| Office Equipment |  | 60 |  | 00 | Owner's Equity: |  |  |  |  |
| Delivery Trucks | 18 | 00 | 0 | 00 | A. Angel, Capital | 16 |  | 50 | 00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total Liabilities and |  |  |  |  |
| Total Assets | \$34 | 75 | 50 | 00 | Owner's Equity | \$34 |  | 50 | 00 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

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PROBLEM 2B-1.


## PROBLEM 2B-2.



## PROBLEM 2B-3.

(a)

| Cash | 111 | Accounts Payable | 211 | Fees Earned | 411 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| (A) 10,000 | 4,000 (C) |  | 2,000 (B) |  | 4,000 (F) |
| (F) 4,000 | 310 (D) |  |  |  | 4,000 (G) |
| (G) 2,000 | 50 (E) |  |  |  | 8,000 |
|  | 600 (H) |  |  |  |  |
| 16,000 | 4,960 |  |  |  |  |
| 11,040 |  |  |  |  |  |


| Accounts Receiv | 112 | Barry Joy, Capital 311 |  |  | Rent Expense | 511 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| (G) 2,000 |  |  |  |  | (D) 310 |  |
| Office Equipment | 121 | Barry Joy, Withdrawals |  | 312 | Utilities Expense | 512 |
| (B) 2,000 |  | (H) 600 |  |  | (E) 50 |  |
| (C) 4,000 |  |  |  |  |  |  |
| 6,000 |  |  |  |  |  |  |

(b)

| BARRY'S CLEANING SERVICE |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| TRIAL BALANCE |  |  |  |  |  |  |  |  |
| MAY 31, 2016 |  |  |  |  |  |  |  |  |
| Cash | Dr. |  |  |  | $C r$. |  |  |  |
|  | 11 | 0 | 40 | 000 |  |  |  |  |
| Accounts Receivable |  | 0 | 00 | 000 |  |  |  |  |
| Office Equipment |  | 0 | 00 | 000 |  |  |  |  |
| Accounts Payable |  |  |  |  | 2 | 00 | 0 | 00 |
| Barry Joy, Capital |  |  |  |  | 10 | 00 | 0 | 00 |
| Barry Joy, Withdrawals |  |  | 00 | 000 |  |  |  |  |
| Fees Earned |  |  |  |  | 8 | 00 | 0 | 00 |
| Rent Expense |  |  | 10 | 000 |  |  |  |  |
| Utilities Expense |  |  | 50 | 000 |  |  |  |  |
| Totals | 20 | 0 | 00 | 000 | 20 | 00 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |

PROBLEM 2B-4.
(a)

GRACE LANTZ

## BARRISTER AND SOLICITOR

INCOME STATEMENT
FOR THE MONTH ENDED MAY 31, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Revenue from Legal Fees |  |  |  |  |  |  | \$9 |  | 0 | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Utilities Expense | \$ | 1 |  | 00 |  | 0 |  |  |  |  |  |  |
| Rent Expense |  | 3 |  | 00 |  | 0 |  |  |  |  |  |  |
| Salaries Expense | 1 | 4 |  | 00 |  | 0 |  |  |  |  |  |  |
| Total Operating Expenses |  |  |  |  |  |  | 1 |  | 80 | 0 |  | 00 |
| Net Income |  |  |  |  |  |  | \$8 |  | 00 | 0 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

(b)

GRACE LANTZ
BARRISTER AND SOLICITOR
STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED MAY 31, 2017

| Grace Lantz, Capital, May 1, 2017 |  |  |  | $\$ 4$ | 0 | 0 | 0 | 0 |  |  |
| :--- | ---: | ---: | ---: | ---: | ---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for May | $\$ 8$ | 0 | 0 | 0 | 0 | 0 |  |  |  |  |

PROBLEM 2B-4., Cont.
(c)

GRACE LANTZ

| BARRISTER AND SOLICITOR |
| :---: |
| BALANCE SHEET |
| MAY 31, 2017 |

ASSETS
LIABILITIES AND OWNER'S EQUITY

| Assets: |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | \$6 |  | 0 | 0 | 00 | Accounts Payable | , |  | 00 | 00 |  |  |  |  |  |
| Accounts Receivable | 2 |  | 0 | 0 | 00 | Salaries Payable |  |  | 00 | 00 |  |  |  |  |  |
| Office Equipment | 2 |  | 0 | 0 | 00 | Total Liabilities |  |  |  |  | \$ |  | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Owner's Equity |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Grace Lantz, Capital |  |  |  |  | 10 |  | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |  |  |  |
| Total Assets | \$10 |  | 0 | 0 | 00 | Owner's Equity |  |  |  |  | \$10 |  | 80 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## PROBLEM 2B-5.

1., 2., 3.

4.

ANGEL'S DELIVERY SERVICE
TRIAL BALANCE
MARCH 31, 2016

|  | Dr. |  |  |  |  |  | Cr. |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | 49 | 0 |  | 12 | 2 | 00 |  |  |  |  |  |  |
| Accounts Receivable | 3 |  |  | 00 | 0 | 00 |  |  |  |  |  |  |
| Office Equipment | 2 | 5 |  | 00 | 0 | 00 |  |  |  |  |  |  |
| Delivery Trucks | 25 | 0 |  | 00 | 0 | 00 |  |  |  |  |  |  |
| Accounts Payable |  |  |  |  |  |  | 25 | 8 | 0 | 0 |  | 00 |
| Alice Angel, Capital |  |  |  |  |  |  | 40 | 0 | 0 | 0 |  | 00 |
| Alice Angel, Withdrawals |  |  |  | 88 | 8 | 00 |  |  |  |  |  |  |
| Delivery Fees Earned |  |  |  |  |  |  | 18 | 5 | 0 | 0 |  | 00 |
| Advertising Expense |  | 8 |  | 00 | 0 | 00 |  |  |  |  |  |  |
| Gas Expense |  |  |  | 50 | 0 | 00 |  |  |  |  |  |  |
| Salaries Expense | 1 | 8 |  | 50 |  | 00 |  |  |  |  |  |  |
| Telephone Expense |  | 4 |  | 0 |  | 00 |  |  |  |  |  |  |
| Totals | 84 | 3 |  | 00 |  | 00 | 84 | 3 | 0 | 0 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

## PROBLEM 2B-5., Cont.

5.(a)

ANGEL'S DELIVERY SERVICE

## INCOME STATEMENT

FOR THE MONTH ENDED MARCH 31, 2016

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Delivery Fees Earned |  |  |  |  |  |  | \$18 |  |  |  | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense | \$ |  | 0 | 0 | 0 | 0 |  |  |  |  |  |  |
| Gas Expense |  |  | 5 |  | 0 | 0 |  |  |  |  |  |  |
| Salaries Expense | 1 |  | 5 |  | 0 | 0 |  |  |  |  |  |  |
| Telephone Expense |  |  | 0 |  | 0 |  |  |  |  |  |  |  |
| Total Operating Exenses |  |  |  |  |  |  | 3 |  |  |  | 0 | 00 |
| Net Income |  |  |  |  |  |  | \$1 |  |  |  | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

5.(b)

ANGEL'S DELIVERY SERVICE
STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED MARCH 31, 2016

| A. Angel, Capital, March 1, 2016 |  |  |  | $\$ 40$ | 0 | 0 | 0 | 0 | 0 |
| :--- | ---: | ---: | ---: | ---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for March | $\$ 14$ | 7 | 0 | 0 | 0 | 0 |  |  |  |

5.(c)

ANGEL'S DELIVERY SERVICE
BALANCE SHEET MARCH 31, 2016


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PROBLEM 2C-1.

| Accounts Affected | Category | Inc. Dec. | Rules | T-Account Update |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| A. Cash <br> Jack James, Capital | Asset <br> Owner's Equity | $\uparrow$ | Dr. <br> Cr. | Cash | Jack James, Capital |
|  |  |  |  | 3,500 | 3,500 |
| B. Office Equipment | Asset | $\uparrow$ | Dr. | Office Equipment | Accounts Payable |
| Accounts Payable | Liability | $\uparrow$ | Cr. | 1,875 | 1,875 |
| C. Rent Expense | Expense | $\uparrow$ | Dr. | Rent Expense | Accounts Payable |
| Accounts Payable | Liability | $\uparrow$ | Cr. | 425 | 425 |
| D. Cash | Asset | $\uparrow$ | Dr. | Cash | Editing Fees Earned |
| Editing Fees Earned | Revenue | $\uparrow$ | Cr. | 2,100 | 2,100 |
| E. Accounts Receivable | Asset | $\uparrow$ | Dr. | Accounts Receivable | Fees Earned |
| Editing Fees Earned | Revenue | $\uparrow$ | Cr. | 1,499 | 1,490 |
| F. Jack James, Withdrawals | Owner's Equity (Withdrawals) | $\uparrow$ |  | Jack James, Withdrawals | Cash |
| Cash | Asset | $\uparrow$ | $C r$. | 175 | 175 |

PROBLEM 2C-2.


## PROBLEM 2C-3.

(a)

| Cash | 111 | Accounts Receivabl | 112 | Equipment | 121 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| (A) 6,000 | 4,000 (B) | (G) 1,000 |  | (B) 4,000 |  |
| (F) 3,500 | 340 (D) |  |  | (C) 500 |  |
| (G) 3,000 | 150 (E) |  |  | 4,500 |  |
|  | 600 (H) |  |  |  |  |
| 12,500 | 5,090 |  |  |  |  |


| Accounts Payable  <br>  500 <br> (C)  |  | Linda Miyagawa, Capital 311 |  | Linda Miyagawa Withdrawals 312 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  | 3 |  |  |


| Fees Eearned |  | 411 | Rent Expense | 511 | Utilities Expense | 512 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 3,500 (F) |  | (D) 340 |  | (E) 150 |  |
|  | 4,000 (G) |  |  |  |  |  |
|  | 7,500 |  |  |  |  |  |

(b)

LINDA'S CONSULTING SERVICE
TRIAL BALANCE
OCTOBER 31, 2017

|  | Dr. |  |  |  |  | Cr. |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | 7 |  | 10 | 0 | 00 |  |  |  |  |  |
| Accounts Receivable | 1 |  |  | 0 | 00 |  |  |  |  |  |
| Equipment | 4 |  |  | 0 | 00 |  |  |  |  |  |
| Accounts Payable |  |  |  |  |  |  |  | 0 |  | 000 |
| Linda Miyagawa, Capital |  |  |  |  |  | 6 | 0 | 0 |  | 000 |
| Linda Miyagawa, Withdrawals |  |  | 00 | 0 | 00 |  |  |  |  |  |
| Fees Earned |  |  |  |  |  | 7 |  | 0 | 0 | 000 |
| Rent Expense |  |  | 40 | 0 | 00 |  |  |  |  |  |
| Utilities Expense |  |  |  | 0 | 00 |  |  |  |  |  |
| Totals | 14 |  | 00 | 0 | 00 | 14 | 0 | 0 | 0 | 000 |
|  |  |  |  |  |  |  |  |  |  |  |

PROBLEM 2C-4.
(a)

GLENDA SHAVER, ARCHITECT

## INCOME STATEMENT

FOR THE MONTH ENDED JUNE 30, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Fees Earned |  |  |  |  |  |  | 6 | 7 | 1 | 5 |  | 00 |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Rent Expense | \$1 | 2 | 0 | 0 | 0 |  |  |  |  |  |  |  |
| Advertising Expense |  | 4 | 8 | 0 | 0 |  |  |  |  |  |  |  |
| Utilities Expense |  |  | 6 | 5 | 0 |  |  |  |  |  |  |  |
| Total Operating Expenses |  |  |  |  |  |  | 2 | 2 | 4 | 45 |  | 00 |
| Net Income |  |  |  |  |  |  | 4 | 4 |  | 70 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

(b)

GLENDA SHAVER, ARCHITECT
STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED JUNE 30, 2017

| Glenda Shaver, Capital, June 1, 2017 |  |  |  | $\$ 5$ | 6 | 0 | 0 | 0 | 0 |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for June | $\$ 4$ | 4 | 7 | 0 | 0 | 0 |  |  |  |  |$|$

(c)

GLENDA SHAVER, ARCHITECT
BALANCE SHEET
JUNE 30, 2017
ASSETS LIABILITIES AND OWNER'S EQUITY

| Assets: |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | \$2 | 2 |  | 0 | 00 | Accounts Payable | \$ |  | 2 |  |  | 0 |
| Accounts Receivable | 1 | 0 |  | 7 | 00 |  |  |  |  |  |  |  |
| Supplies |  |  | 6 | 65 | 00 | Owner's Equity: |  |  |  |  |  |  |
| Equipment | 6 | 2 |  | 0 | 00 | Glenda Shaver,Capital | 9 |  | 2 |  |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$9 | 7 |  | 40 | 00 | Owner's Equity | \$9 |  | 4 | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

## PROBLEM 2C-5.

1., $2 ., 3$.

4.


PROBLEM 2C-5., Cont.

## FOR THE MONTH ENDED MARCH 31, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Design Fees Earned |  |  |  |  |  |  |  | 10 | 2 |  | 0 | 0 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense | \$1 |  |  | 5 | 0 | 00 |  |  |  |  |  |  |  |  |
| Repair Expense |  |  |  | 2 |  | 00 |  |  |  |  |  |  |  |  |
| Salaries Expense |  |  |  | 2 |  | 00 |  |  |  |  |  |  |  |  |
| Telephone Expense |  |  |  | 5 |  | 00 |  |  |  |  |  |  |  |  |
| Total Operating Exenses |  |  |  |  |  |  |  | 3 | 3 |  |  | 0 | 0 | 00 |
| Net Income |  |  |  |  |  |  |  | \$6 | 8 |  |  | 0 |  | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |


5.(c)

CLARA'S DESIGN SERVICE
BALANCE SHEET
MARCH 31, 2017

ASSETS

| Assets: |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | \$34 | 6 |  | 4 | 00 | Accounts Payable | \$14 | 4 |  | 50 | 00 | 00 |
| Accounts Receivable | 2 | 3 | 0 | 0 | 00 |  |  |  |  |  |  |  |
| Office Equipment | 3 | 3 | 0 | 0 | 00 | Owner's Equity: |  |  |  |  |  |  |
| Design Equipment | 14 | 0 | 0 | 0 | 00 | Clara Benson, Capital | 39 | 7 | 9 | 94 | 40 | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$54 |  | 4 | 4 | 00 | Owner's Equity | $\$ 54$ | 2 | 4 | 44 | 40 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |


| RANCH COMPANY |
| :---: |
| TRIAL BALANCE |
| JUNE 30, 2017 |


|  | Dr. |  |  |  |  | Cr. |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash |  | 4 |  |  | 000 |  |  |  |  |  |
| Accounts Receivable |  |  |  |  | 000 |  |  |  |  |  |
| Office Equipment |  |  | 6 |  | 500 |  |  |  |  |  |
| Accounts Payable |  |  |  |  |  |  |  |  | 5 | 00 |
| Wages Payable |  |  |  |  |  |  |  |  | 0 | 00 |
| H. Clo, Capital |  |  |  |  |  |  |  | 3 | 5 | 00 |
| H. Clo, Withdrawals | 1 | 4 | 4 | 0 | 000 |  |  |  |  |  |
| Professional Fees |  |  |  |  |  | 2 | 4 |  | 0 | 00 |
| Rent Expense |  | 2 |  |  | 000 |  |  |  |  |  |
| Advertising Expense |  |  |  |  | 500 |  |  |  |  |  |
| Totals | 3 | 1 | 8 | 0 | 000 | 3 | 1 | 8 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |

Note: 1. The Cash account subtraction error means the amount in Cash is overstated.
2. The normal balance of Accounts Receivable is a debit. Therefore, the $\$ 635$ should have been on the debit side. $\$ 15$ from the $\$ 635$ = \$620.) Accounts Receivable would be severely understated if not corrected.
3. The normal balance of Accounts Payable, Wages Payable and Capital (H. Clo, Capital) is a credit. All understated.
4. Before recording the office equipment on account, Assets and money owed (Accounts Payable) would be understated.
5. Revenue being understated would mean net income would be lower than actual.
6. Expense accounts are normally debit accounts. Therefore, Rent Expense would be understated.

To avoid this problem, Ranch Co. might insist that Andy take a course in accounting at a local college. He obviously needs more experienceltraining before he can be trusted to handle the company's books. Better supervision may help somewhat, but the real solution is in getting a bookkeeper who is accurate and well trained.

SOLUTIONS TO ON-THE-JOB TRAINING, \#T-2.

| Situation | Totals of Trial Balance | Effect on Accounts |
| :---: | :--- | :--- |
| 1 | Will balance, but be understated <br> by $\$ 765$. | Cash overstated by $\$ 765$ and equipment <br> understated by $\$ 765$. |
| 2 | Will not balance. | Cash overstated by $\$ 200$. |
| 3 | Will balance but be overstated <br> by $\$ 400$. | Capital and Accounts Receivable overstated <br> by $\$ 400$. |
| 4 | Will balance but be overstated <br> by $\$ 360$. | Accounts Payable overstated by $\$ 360$ and Cash <br> overstated by $\$ 400$. Supplies understated by $\$ 40$. |
| 5 | Trial Balance will balance with <br> the correct amount. | Supplies overstated and Equipment understated <br> by $\$ 800$. |
| 6 | Trial Balance will not balance. | Cash overstated by $\$ 36$. |

Mistakes can be avoided in the future by carefully checking entries.

## CONTINUING PROBLEM

1., 2., 3.

| Cash | 1000 |
| :---: | :---: |
| 3,850 | 150 (l) |
| (p) 900 | 200 (m) |
|  | 1,400 (n) |
|  | 85 (q) |
|  | 50 (r) |
| 4,750 | 1,885 |
| 2,865 |  |


| Accounts Receivable |  | 1020 |
| :---: | :---: | :---: |
| (o) 850 |  |  |
| Supplies |  | 1030 |
|  | 250 |  |
| (s) | 200 |  |
|  | 450 |  |


| Computer Shop Equipment 1080 |  |
| :---: | :---: |
| 1,200 |  |



| Accounts Payable |  | 2000 |
| :---: | :---: | :---: |
| (m) 200 | 335 |  |
| (q) 85 | 155 (k) |  |
|  | 200 (s) |  |
| 285 | 690 |  |
|  | 405 |  |
| T. Freedman, Cap |  | 3000 |
|  | 4,500 |  |

T. Freedman, Withdrawals 3010 100

$$
\begin{array}{l|c}
\text { Service Revenue } & 4000 \\
\hline & 1,650 \\
& 850(\mathrm{o}) \\
& 900(\mathrm{p}) \\
& \\
& 3400
\end{array}
$$


(k) 155
Supplies Expense 5050

| Insurance Expense |  |  |
| :---: | :---: | :---: |
| (l) | 150 |  |


| Postage |  | Expense |
| :---: | :---: | :---: |
| $(r)$ | 50 | 5070 |

4. 

PRECISION COMPUTER CENTRE
TRIAL BALANCE
JUNE 30, 2016

| Cash | 2 | 8 | 6 | 5 | 0 | 0 |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |$|$

## CONTINUING PROBLEM, Cont.

5. 

PRECISION COMPUTER CENTRE
INCOME STATEMENT
FOR THE TWO MONTHS ENDED JUNE 30, 2016

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Service Revenue |  |  |  |  |  |  | \$ 3 | 3 |  |  | 0 | 0 | 00 |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense | \$ 1 |  | 0 |  |  |  |  |  |  |  |  |  |  |
| Insurance Expense |  |  | 5 | 0 |  |  |  |  |  |  |  |  |  |
| Phone Expense |  |  | 5 |  |  |  |  |  |  |  |  |  |  |
| Postage Expense |  |  | 5 | 0 |  |  |  |  |  |  |  |  |  |
| Rent Expense |  |  | 4 |  |  |  |  |  |  |  |  |  |  |
| Utilities Expense |  |  | 8 |  | 0 |  |  |  |  |  |  |  |  |
| Total Operating Expenses |  |  |  |  |  |  |  |  |  |  |  | 0 | 00 |
| Net Income |  |  |  |  |  |  | \$ |  |  |  |  | 0 | 00 |

PRECISION COMPUTER CENTRE
STATEMENT OF OWNER'S EQUITY
FOR THE TWO MONTHS ENDED JUNE 30, 2016
T. Freedman, Capital Contributed, May 1, 2016

Net Income for the two months
Less: Withdrawals
Increase in Capital
T. Freedman, Capital, June 30, 2016


PRECISION COMPUTER CENTRE
BALANCE SHEET
JUNE 30, 2016
ASSETS LIABILITIES AND OWNER'S EQUITY

| Assets: |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash | \$ 2 | 8 | 6 | 65 | 500 | Accounts Payable | \$ |  |  | 5 | 0 | 0 |
| Accounts Receivable |  |  | 5 | 50 | 000 |  |  |  |  |  |  |  |
| Supplies |  |  | 5 | 0 | 000 | Owner's Equity: |  |  |  |  |  |  |
| Computer Shop Equipment | 1 | 2 | 0 | 0 | 000 | T. Freedman, Capital | 5 |  |  | 60 | 0 | 0 |
| Office Equipment |  |  | 0 | 0 | 000 |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$5 |  | 6 | 5 | 500 | Owner's Equity | \$ 5 |  |  | 65 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

## Page D2-1 - Chapter 2, D Solutions

PROBLEM 2D-1


## PROBLEM 2D-2

|  |
| :--- |
| 111 |
| (Aash 29,000 |
| (C) 2,700 |


| Computer Equipment |  |  | 121 |
| :--- | :--- | :---: | :---: |
| (B) 9,600 |  |  |  |
|  |  |  |  |
| Accounts Payable |  |  |  |
| (G) 3,200 | 9,600 (B) |  |  |
|  | 750 (F) |  |  |

Val McIntyre, Capital 311
29,000 (A)

Val McIntyre, Withdrawals 312
(D) 775

Consulting Fees Earned 411
2,700 (C)

| Advertising Expense |  |  | 511 |
| :---: | :--- | :---: | :---: |
| (E) 500 |  |  |  |

Rent Expense 512
(F) 750

PROBLEM 2D-3
(a)

| Cash |  | Accounts Receivable |  | Equipment | 121 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| (A) 4,000 | 1,500 (C) | (G) 1,250 |  | (B) 2,250 <br> (C) 1,500 3,750 |  |
| (F) 2,500 | 360 (D) |  |  |  |  |
| (G) 3,000 | 200 (E) |  |  |  |  |
| 9,500 | 750 (I) |  |  |  |  |
| 6,690 | 2,810 |  |  |  |  |
| Accounts Payable | 211 | Linda Miyagawa, Capital |  | Linda Miyagawa, | Withdrawals |
|  | 2,250 (B) |  | 4,000 (A) | (I) 750 |  |
| Fees Earned | 411 | Rent Expense | 511 | Utilities Expense | 512 |
|  | 2,500 (F) | (D) 360 |  | (E) 200 |  |
|  | $4,250(G)$ |  |  |  |  |

(b)

A1 SOFTWARE SOLUTIONS
TRIAL BALANCE
JUNE 30, 2017

| Cash | 6 | 6 | 9 | 0 | 0 | 0 |  |  |  |  |
| :--- | ---: | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |

## Page D2-3-Chapter 2, D Solutions

 PROBLEM 2D-4(a) HAMILTON AMES, ENGINEERING CONSULTANT INCOME STATEMENT

FOR THE MONTH ENDED APRIL 30, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| Fees Earned |  |  |  |  |  | $\$ 7$ | 4 | 0 | 5 | 0 |
|  | 0 |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense |  |  |  |  |  |  |  |  |  |  |
| Rent Expense | $\$$ | 4 | 3 | 0 | 0 | 0 |  |  |  |  |

(b)

HAMILTON AMES, ENGINEERING CONSULTANT
STATEMENT OF OWNER'S EQUITY FOR THE MONTH ENDED APRIL 30, 2017

| Hamilton Ames, Capital, April 1, 2017 |  |  |  |  |  |  | \$5 | 4 | 8 | 8 | 0 | 00 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Net Income for April | \$5 | 4 | 8 |  | 0 | 00 |  |  |  |  |  |  |
| Less: Withdrawals for April |  | 9 | 0 |  | 5 | 00 |  |  |  |  |  |  |
| Increase in Capital |  |  |  |  |  |  | 4 | 5 | 57 | 7 | 5 | 00 |
| Hamilton Ames, Capital, April 30, 2017 |  |  |  |  |  |  | \$10 | 0 | 5 | 5 | 5 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

(c)

HAMILTON AMES, ENGINEERING CONSULTANT
BALANCE SHEET
APRIL 30, 2017

ASSETS

| Assets: |  |  |  |  |  |  | Liabilities: |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cash in Bank | \$5 | 0 | 0 | 9 | 0 | 00 | Accounts Payable | \$ | 5 |  | 7 | 5 | 00 |
| Accounts Receivable | 1 | 2 | 2 | 7 | 5 | 00 |  |  |  |  |  |  |  |
| Supplies |  | 2 | 2 | 6 | 5 | 00 | Owner's Equity: |  |  |  |  |  |  |
| Equipment | 4 | 0 | 0 | 0 | 0 | 00 | Hamilton Ames, Capital | 10 | 0 |  | 5 | 5 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | Total Liabilities and |  |  |  |  |  |  |
| Total Assets | \$10 | 6 | 63 | 3 | 0 | 00 | Owner's Equity | \$10 | 6 |  | 3 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## PROBLEM 2D-5

$(1,2,3)$

| Cash | 111 | Accounts Payable |  | 211 |
| :---: | :---: | :---: | :---: | :---: |
| (A) 28,000 | 3,100 (D) | (L) 400 | 12,500 (B) |  |
| (E) 4,200 | 1,500 (F) | 400 | 650 (C) |  |
| (J) 1,800 | 825 (G) |  | 13,150 |  |
| 34,000 | 165 (I) |  | 12,750 |  |
| 27,968 | 42 (K) |  |  |  |
|  | 400 (L) | Clara Benson, Capital |  | 311 |
|  | 6,032 |  | 28,000 (A) |  |

Clara Benson, Withdrawals 312

| (H) 3,900 | 1,800 (J) |
| :--- | :--- | 2,100

(K)

42
Office Equipment 121
(D) 3,100
Design Equipment 122
(B) 12,500

Design Fees Earned 411

$$
\begin{aligned}
& \text { 4,200 (E) } \\
& 3,900(H)
\end{aligned}
$$

(4)

| Design Fees Earned | 411 |
| :--- | ---: |
| $4,200($ E) |  |
| $3,900(H)$ |  |
| 8,100 |  |

CLARA BENSON ENTERPRISES
TRIAL BALANCE
SEPTEMBER 30, 2017

| Cash | 27 | 9 |  | 6 | 8 | 00 |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Accounts Receivable | 2 | 1 | 0 | 0 | 0 | 00 |  |  |  |  |  |  |
| Office Equipment | 3 | 1 | 0 | 0 | 0 | 00 |  |  |  |  |  |  |
| Design Equipment | 12 | 5 |  | 0 | 0 | 00 |  |  |  |  |  |  |
| Accounts Payable |  |  |  |  |  |  | 12 | 7 | 5 | 50 | 0 | 00 |
| Clara Benson, Capital |  |  |  |  |  |  | 28 | 0 | 0 | 0 | 0 | 00 |
| Clara Benson, Withdrawals |  |  |  | 4 | 2 | 00 |  |  |  |  |  |  |
| Design Fees Earned |  |  |  |  |  |  | 8 | 1 | 0 | 0 | 0 | 00 |
| Advertising Expense |  | 6 |  | 5 | 0 | 00 |  |  |  |  |  |  |
| Repair Expense |  | 8 |  | 2 | 5 | 00 |  |  |  |  |  |  |
| Salaries Expense | 1 | 5 |  | 0 | 0 | 00 |  |  |  |  |  |  |
| Telephone Expense |  | 1 |  | 6 | 5 | 00 |  |  |  |  |  |  |
| Totals | 48 | 8 |  | 5 | 0 | 00 | 48 | 8 | 5 |  | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

## Page D2-5 - Chapter 2, D Solutions PROBLEM 2D-5,Cont.

(5)

CLARA BENSON ENTERPRISES
INCOME STATEMENT
FOR THE MONTH ENDED SEPTEMBER 30, 2017

| Revenue: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Design Fees Earned |  |  |  |  |  |  | \$8 | 1 | 0 |  | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Operating Expenses: |  |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expense | \$ | 6 | 5 | 5 | 0 | 00 |  |  |  |  |  |  |
| Repair Expense |  | 8 | 2 | 2 | 5 | 00 |  |  |  |  |  |  |
| Salaries Expense | 1 | 5 | 0 | 0 | 0 | 00 |  |  |  |  |  |  |
| Telephone Expense |  | 1 | 6 |  | 5 | 00 |  |  |  |  |  |  |
| Total Operating Exenses |  |  |  |  |  |  | 3 | 1 | 4 | 4 | 0 | 00 |
| Net Income |  |  |  |  |  |  | \$4 | 9 | 6 | 6 | 0 | 00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

CLARA BENSON ENTERPRISES
STATEMENT OF OWNER'S EQUITY
FOR THE MONTH ENDED SEPTEMBER 30, 2017
Clara Benson, Capital, September 1, 2017
Net Income for September
Less: Withdrawals for September
Increase in Capital
Clara Benson, Capital, September 30, 2017

| $\$ 4$ | 9 | 6 | 0 | 0 | 0 |  |  |  |  |  |  |
| ---: | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  | 4 | 2 | 0 | 0 |  |  |  |  |  |  |
|  |  |  |  |  |  | 4 | 9 | 1 | 8 | 0 | 0 |
|  |  |  |  | $\$ 3$ | 2 | 9 | 1 | 8 | 0 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

CLARA BENSON ENTERPRISES
BALANCE SHEET
SEPTEMBER 30, 2017

## ASSETS

| Assets: |  |  |  |  |  | $\mid$ |
| :--- | ---: | ---: | ---: | :---: | :---: | :---: |
| Cash | $\$ 2$ | 7 | 9 | 6 | 8 | 0 |
| Accounts Receivable | 2 | 1 | 0 | 0 | 0 | 0 |
| Office Equipment | 3 | 1 | 0 | 0 | 0 | 0 |
| Design Equipment | 1 | 2 | 5 | 0 | 0 | 0 |
|  |  |  | 0 |  |  |  |
|  |  |  |  |  |  |  |
| Total Assets | $\$ 4$ | 5 | 6 | 6 | 8 | 0 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

LIABILITIES AND OWNER'S EQUITY

| Liabilities: |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| Accounts Payable | $\$ 1$ | 2 | 7 | 5 | 0 | 0 |
|  |  |  | 0 |  |  |  |
| Owner's Equity: |  |  |  |  |  |  |
| Clara Benson, Capital | 3 | 2 | 9 | 1 | 8 | 0 |
|  |  |  |  |  |  |  |
| Total Liabilities and |  |  |  |  |  |  |
| Owner's Equity | $\$ 45$ | 6 | 6 | 8 | 0 | 0 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

## Chapter 2

## Class Quiz

1. List five functions of accounting.

Answer: Analyze, record, classify, summarize, report.
2. Explain the following: Capital doesn't mean Cash.

Answer: Capital could include other assets, such as equipment, as well as cash.
3. True or false: Revenue is reported on the balance sheet.

Answer: False. Revenue is reported on the income statement.
4. True or false: Withdrawals are expenses on the income statement.

Answer: False. Withdrawals are not business expenses; they are reported on the statement of owner's equity. (Withdrawals are for personal use.)
5. Complete the statement: As expenses increase, owner's equity $\qquad$ .
Answer: decreases.
6. Transaction C (p. 55) is an example of a(n) $\qquad$ in assets.
Answer: increase.
7. Transaction F (p. 56) is an example of a(n) $\qquad$ in assets.
Answer: shift
8. True or false: To Catherine Hall, legal fees are an asset.

Answer: False. Legal fees are revenue, a subdivision of owner's equity.

## Accounting Recall

A Cumulative Approach
PART 1 Vocabulary Review
Match each term on the left side with the appropriate definition or phrase in the right-hand column.

Page Ref.

| (63) | 1. Trial balance | A. Total remains the same |
| :--- | :--- | :--- |
| (48) | 2. Debit | B. Entering numbers on right side |
| (51) | 3. Normal balance | C. Subdivisions of owner's equity |
| (14) | 4. Revenue | D. Group of accounts |
| (48) | 5. Crediting | E. Numbering system |
| (11) | 6. Balance sheet | F. Left side of an account |
| (9) | 7. Shift in assets | G. Prepared as of a particular date |
| (52) | 8. Chart of accounts | H. Not an asset |
| $(47)$ | 9. Ledger | I. Side of account that increases it |
| $(21)$ | 10. Capital, withdrawals, | J. List of the ledger balances |

PART 2 True or False (Accounting Theory)
(48) 11. A debit always means increase.
(63) 12. There are no debit or credit columns on financial reports.
(63) 13. The trial balance lists only the ending figure for capital that goes on the balance sheet.
(58) 14. An increase in a withdrawal is a credit.
(63) 15. The trial balance is not a formal report.

## Solutions to Accounting Recall

This Examination Reviews Chapters 1 and 2.
PART 1

1. J 2. F
2. I
3. H
4. B
5. G
6. A
7. E
8. D
9. C

PART 2
11. False; depends on the category
12. True
13. False; the beginning balance shows up on the trial balance
14. False; debit
15. True

## Points to Stress

1. Stress at the outset that the words debit and credit only mean a position. Later we will discuss the rules of debit and credit and how they govern which side numbers are placed on.
2. Rules for normal balance are the same as for an increase.
3. Note how the rules for revenue and expenses work in the opposite direction.
4. Note that the names in Column 1 of the transaction analysis charts come from the chart of accounts, as do the account numbers in Column 5.
5. Go over the solutions to the Self-Review Quiz 2-2 (p. 60) to reinforce the point that arrows can go up or down but the sum of the left must equal the sum of the right.
6. Using the trial balance in Figure 2-2 (p. 64) have students identify the report on which each item will appear. (Example: Withdrawals go on the statement of owner's equity.)
7. The trial balance is an informal report used to prepare formal reports like the balance sheet.
8. The figure for net income is used to update the statement of owner's equity.
9. The ending figure for capital on the statement of owner's equity is used to update the balance sheet.
10. The two columns on the trial balance represent debit and credit; however, there are no debits or credits shown on the formal statements even if the statement has two columns.
11. The trial balance is listed in the same order as the ledger accounts.
12. On a trial balance, there is only one number for each account - the ending debit or credit balance.

## Business World Notes

1. A business may have 50 or more accounts (sometimes thousands) to keep track of and therefore it is not practical to use the equation format we used in Chapter 1 to record transactions.
2. Accountants do not actually write out a transaction analysis chart before they record a transaction, but they go through the exact same steps mentally.
3. Computers are very useful in maintaining the equality of debits and credits. But, computers are not a complete substitute for clear thinking on the part of accounting clerks and related personnel.
4. The double-entry system provides built-in protection against errors. If debits do not equal credits, then the accountant knows that there is an error in the records which must be corrected.
5. A double-entry system is not as necessary for a sole-proprietorship or partnership as it is for a corporation. Point out that if a standard double-entry system is too cumbersome for a small business there are alternative methods of keeping business records. Note, however, that the cash method is not permitted for tax purposes. Books kept on the cash basis must be converted to the accrual basis at year end.
6. If the accounts are out of balance and a trial balance is not prepared before the financial statement preparation, you would not know there was an error until all three statements were completed and you found the balance sheet wouldn't balance.
7. The trial balance does not necessarily need to be written out. Many accountants find it is sufficient to run an adding machine tape to show that debits equal credits. Computer accounting software will print a trial balance at the push of a button.

## Class Activities

1. Draw this T-account on the board:

200500
30050

Show students how to balance it and foot it.
2. Have students turn to Self-Review Quiz 2-2 (p. 60) and explain which transaction in the chapter parallels Transaction D. Have them explain the difference between a withdrawal and a business expense.
3. Go back to the rules of debit and credit in Learning Unit 2-1 (p. 48) and have students review the chart out loud in class.

## Chapter 2 - Page 54

4. Using the information and accounts in Self-Review Quiz 2-2 (p. 60) have students categorize each account, its normal balance, and the report on which each account will be found.

Answers: Cash: Asset, Dr. balance, balance sheet<br>Accounts Receivable: Asset, Dr. balance, balance sheet<br>Equipment: Asset, Dr. balance, balance sheet<br>Accounts Payable: Liability, Cr. balance, balance sheet<br>Bill O'Malley, Capital: Capital, Cr. balance, statement of owner's equity and balance sheet<br>Bill O'Malley, Withdrawals: Withdrawals, Dr. balance, statement of owner's equity<br>Professional Fees: Revenue, Cr. balance, income statement<br>Utilities Expense: Expense, Dr. balance, income statement<br>Salaries Expense: Expense, Dr. balance, income statement

5. Have students go over pp. 53-59 to see how the ledger is built up. Discuss the footings. Show them one title at a time how the trial balance is built on p. 64 from p. 63.

## Teaching Tips

1. Talk about arbitrary rules. For example, in baseball there are nine innings and in football there are four quarters; the rules could be switched between the two sports and still work as long as everybody used the same ones. In accounting, the rules of debit and credit are also arbitrary; they could be switched and still work as long as the sum of the left sides equal the sum of the right sides.
2. Withdrawals are always increased by a dr (debit).
3. This is an ideal time to use the transparency or a handout that shows how to complete a transaction analysis chart.
4. Point out the position of the arrows in the two transaction charts for transactions B and C. Have students explain why arrows go up and down in the chart for transaction B, and the transaction still balances; while on the chart for transaction C, both arrows go up and that transaction also balances.

## Typical Student Misconceptions

1. "Debit is bad; credit is good." To get students over this, emphasize instead these meanings:

- Debit means the left side of any account.
- Credit means the right side of any account.

2. Use the new section that details how nautical terms are in some ways similar to accounting terms, in that they have both a general meaning, as well as a meaning that is unique to that sector of the economy. You may have another example you could use here Golf, for instance might be an understandable illustration for some students.
3. Students think that there is only one chart of accounts for all businesses. Emphasize that there are many possible charts of accounts for different businesses - in fact, there are books available that provide sample charts of accounts for all types of businesses and for whole industries (for a hair salon, for the plumbing industry, etc.). Have them turn to Chapter 12 (p. 558) to see a more complex chart of accounts than this one. You could also point out that most accounting software comes with several good and useful charts of accounts.
4. Students think that all of the arrows in the transactional analysis chart must "balance." Emphasize that the arrows can go all up or all down or some up and some down as long as the sum of the left side equals the sum of the right side in the accounts.
5. Students think that legal fees are an asset. Stress that legal fees are revenue, which is a subdivision of owner's equity. It is true that revenue will provide an inward flow of assets.
6. Students often think that expenses are liabilities. To clear up this misconception, point to Transaction I, showing that an expense may create a liability if the expense is not paid. An expense is not the same thing as a liability. Expenses are a subdivision of owner's equity; liabilities are not.

## Check Figures for Exercises

## Set A

2-1A. Cash, 111; Accts. Rec., 112; Office Equip., 121; Accts. Pay., 211; L. Jones, Capital, 311;
L. Jones, Withdrawals, 312; Legal Fees, 411; Advertising Exp., 511; Repair Exp., 512;

Salary Exp., 513.
$\begin{array}{cc}\text { 2-2A. Computer Equipment } & \$ 19,000+ \\ \text { Accounts Payable } & \$ 16,000+ \\ \text { Cash } & \$ 3,000-\end{array}$

2-3A. P. Rey, Withdrawals: Owner's Equity (Withdrawals), Dr., Cr., St. of O.E. Salaries Expense: Exp., Dr., Cr., I.S.

2-4A. A. 8,1 F. 3,5
B. $\quad 6,1 \quad$ G. 2,7
C. $\quad 9,4 \quad$ H. $\quad 1,2$
D. $\quad 1,7$ I. 3,4
E. 101

2-5A. Net Income: $\$ 185$
J. Hall, Capital, 7/31/16: \$787

Total Assets: \$1,242

## Set B

2-1B. Cash, 111; Accts. Rec., 112; Office Equip., 121; Accts. Pay., 211; L. Jones, Capital, 311;
L. Jones, Withdrawals, 312; Legal Fees, 411; Cleaning Exp., 511; Office Assistance Exp., 512; Rent Exp., 513.

2-2B. Computer Equipment $\$ 21,000+$
Accounts Payable $\$ 16,000+$
Cash \$ 5,000-
2-3B. Legal Fees Earned, Rev., Cr., Dr., I.S.
P. Rey, Withdrawals: Owner's Equity (Withdrawals), Dr., Cr., St. of O.E.

Cash, Asset, Dr., Cr., B.S.
A/R, Asset, Dr., Cr., B.S.
Rent Expense: Exp., Dr., Cr., I.S.
2-4B. A. 4,1 F. 3,4
B. $6,1 \quad$ G. 10,4
C. $\quad 10,4 \quad$ H. $\quad 1,2$
D. $\quad 1,7 \quad$ I. $\quad 3,5$
E. 7,2

2-5B. Net Income: $\$ 415$
J. Hall, Capital, 7/31/16: \$870

Total Assets: \$1,395

## Check Figures for On-the-Job Training

T-1. Cash, \$490; Totals, \$3,180
T-2. Situation 3. Trial Balance will balance but be overstated by $\$ 400$. Capital and Accounts Receivable are overstated by $\$ 400$.

## Check Figures for Continuing Problem

1., 2., 3. Cash Dr. \$2,865.00
4. Trial Balance $\$ 8,305.00$
5. Net Income $\$ 1,160.00$

O/E $\quad \$ 5,560.00$
Total Assets $\quad \$ 5,965.00$


## Chapter 2

## Debits and Credits: Analyzing and Recording Business Transactions

## Learning Objective I

# Recording transactions in T-accounts according to the rules of debit and credit 

## Account

- Device used to record increases and decreases of business transaction
- Establish an account for each individual asset, liability, capital, withdrawal, revenue, expense


## Ledger

- Group of accounts that records data from business transactions


LO-I

## T-Account



## T-Account

## Cash



LO-I

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## Rules of Debit and Credit

| Assets |  | $=$ | Liabilities |  |
| :---: | :---: | :---: | :---: | :---: |
|  |  | Dr. | Cr. |  |
| + | - |  | - | + |
|  |  |  |  |  |

$+\quad$ Owner's Equity

| Dr. | Cr. |
| :---: | ---: |
| - | + |
|  |  |
|  |  |
|  |  |

LO-I

## Rules of Debit and Credit

## Capital



## Learning Objective 2

## Setting up and organizing a chart of accounts

## LO-2

## Chart of Accounts

- A numbering system of accounts that lists the account titles and account numbers to be used by a company

| Sample Chart of Accounts for a Service Co. |  |  |  |
| :--- | :--- | :--- | :--- |
| Balance Sheet Accounts |  |  |  |
| Assets 100s | Liabilities 200s |  |  |
| 101 | Cash | 201 | Accounts Payable |
| 110 | Accounts Receivable | Owner's Equity 300s |  |
| 120 | Supplies | 301 | Owner, Capital |
|  |  | 302 | Owner, Withdrawals |
| Income Statement Accounts |  |  |  |
| Revenue 400s | Expenses 500s |  |  |
| 411 | Ser vice Fees Earned | 510 | Advertising Expense |
|  |  | 514 | Utilities Expense |
|  |  | 522 | Salaries Expense |

## Double-Entry Bookkeeping

- System in which the recording of each transaction affects two or more accounts
- Debits and Credits must equal


## Compound Entries

- A transaction that involves more than one credit or debit


Accounts Payable



Debits and credits are equivalent after a piece of equipment is purchased for $\$ 10,000$ with half being paid in cash and half being put on account.

## Problem 2B-5

This comprehensive problem will be used to illustrate the steps in recording transactions and reporting financial information covered in this chapter.

## The Transaction Analysis

Step 1: Determine which accounts are affected.

Step 2: Determine which category accounts belong to.

Step 3: Determine whether accounts increase or decrease.

Step 4: What do the rules of debits and credits say?

Step 5: Place amounts into T accounts.

## Problem 2B-5

| Chart of Accounts for Angel's Delivery Service |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :---: |
| Balance Sheet Accounts |  |  |  |  |  |
| Assets |  | Liabilities |  |  |  |
| 111 | Cash | 211 | Accounts Payable |  |  |
| 112 | Accounts Receivable | Owner's Equity |  |  |  |
| 121 | Office Equipment | 311 | Alice Angel, Capital |  |  |
| 122 | Delivery Trucks | 312 | Alice Angel, Withdrawals |  |  |
| Income Statement Accounts |  |  |  |  |  |
| Revenue | Expenses |  |  |  |  |
| 411 | Delivery Fees Earned | 511 | Advertising Expense |  |  |
|  |  | 512 | Gas Expense |  |  |
|  |  | 513 | Salaries Expense |  |  |

## Transaction A

Step 1: Which accounts are affected?
Cash $\quad$ Alice Angel, Capital

Step 2: Which category does the account belong to?


Step 3: Is the account increasing/decreasing?


Step 4: Debit or credit?
Debit
Credit
Step 5: Place amounts into accounts.


Advertising Expense
Dr. $\quad$ Cr.

| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |

## Salaries Expense Dr. Cr .

Telephone Expense


## Transaction B

Step 1: Which accounts are affected?

## Delivery Truck

## Accounts Payable

Step 2: Which category does the account belong to?

## Assets

## Liabilities

Step 3: Is the account increasing/decreasing?


Increasing
Step 4: Debit or credit?

## Debit

Step 5: Place amounts into accounts.


Advertising Expense
Dr. $\quad$ Cr.

| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |

## Salaries Expense Dr. Cr .

Telephone Expense


LO-2

## Transaction C

Step 1: Which accounts are affected?

## Advertising Expense

## Accounts Payable

Step 2: Which category does the account belong to?

## Expenses

## Liabilities

Step 3: Is the account increasing/decreasing?
Increasing

Step 4: Debit or credit?

| Debit $\quad$ Credit |
| :--- | :--- |

Step 5: Place amounts into accounts.


Advertising Expense

| Dr. | $\mathbf{C r}$. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |

Salaries Expense Dr. Cr.

Telephone Expense

LO-2

## Transaction D

Step 1: Which accounts are affected?

## Office Equipment

## Cash

Step 2: Which category does the account belong to?


Step 3: Is the account increasing/decreasing?
Increasing

Decreasing
Step 4: Debit or credit?

| Debit $\quad$ Credit |
| :--- | :--- |

Step 5: Place amounts into accounts.


Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |

Salaries Expense Dr. Cr.

Telephone Expense

LO-2

## Transaction E

Step 1: Which accounts are affected?

## Cash

Delivery Fees Earned
Step 2: Which category does the account belong to?


Step 3: Is the account increasing/decreasing?


Increasing
Step 4: Debit or credit?

| Debit | Credit |
| :--- | :--- |

Step 5: Place amounts into accounts.


## Transaction F

Step 1: Which accounts are affected?

## Salaries Expense

## Cash

Step 2: Which category does the account belong to?

## Expense

## Asset

Step 3: Is the account increasing/decreasing?
Increasing

Decreasing
Step 4: Debit or credit?

| Debit | Credit |
| :---: | :---: |

Step 5: Place amounts into accounts.


Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |

Salaries Expense
F) 1,850 Cr.

Telephone Expense

LO-2

## Transaction G

Step 1: Which accounts are affected?

## Gas Expense

## Cash

Step 2: Which category does the account belong to?

| Expense $\quad$ Asset |
| :--- |

Step 3: Is the account increasing/decreasing?


Decreasing
Step 4: Debit or credit?

| Debit $\quad$ Credit |
| :---: | :---: |

Step 5: Place amounts into accounts.

|  |  | Accounts Payable |  |
| :---: | :---: | :---: | :---: |
|  |  | Dr. | Cr. |
| A) 40,000 | D) 2,500 |  | B) $\mathbf{2 5 , 0 0 0}$ |
| E) 13,000 | F) 1,850 |  | C) 800 |
|  | G) 750 |  | C) 800 |
|  |  | Angel, Capital |  |
| Accounts Receivable |  | Dr. | Cr. <br> A) $\mathbf{4 0 , 0 0 0}$ |
|  |  |  |  |
| Dr. | Cr. |  |  |
|  |  | Angel, Withdrawals |  |
|  |  | Dr. | Cr. |
| Office Equipment |  |  |  |
| D) 2 Dr. | Cr. | Delivery Fees Earned |  |
| D) 2,500 |  |  |  |  |
| Delivery Trucks |  | Dr. | Cr. <br> E) 13,000 |
| Dr. | Cr. |  |  |
| B) 25,000 |  |  |  |

Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |
| G) 750 |  |  |


| Salaries Expense |  |  |
| :--- | :---: | :---: |
| Dr. |  |  |
| F) 1,850 Cr. |  |  |

Telephone Expense


## Transaction H

Step 1: Which accounts are affected?

## Accounts Receivable

Delivery Fees Earned
Step 2: Which category does the account belong to?

## Asset

## Revenue

Step 3: Is the account increasing/decreasing?


Step 4: Debit or credit?

| Debit $\quad$ Credit |
| :---: | :---: |

Step 5: Place amounts into accounts.


Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |
| G) 750 |  |  |

Salaries Expense

| Dr. | Cr. |
| :---: | :---: |

Telephone Expense


## Transaction I

Step 1: Which accounts are affected?

## Telephone Expense

## Cash

Step 2: Which category does the account belong to?

## Expense

## Asset

Step 3: Is the account increasing/decreasing?
Increasing

Decreasing
Step 4: Debit or credit?

| Debit $\quad$ Credit |
| :---: | :---: |

Step 5: Place amounts into accounts.


## Transaction J

Step 1: Which accounts are affected?

## Cash

Accounts Receivable
Step 2: Which category does the account belong to?

| Asset |
| :---: |

Step 3: Is the account increasing/decreasing?
Increasing

Decreasing
Step 4: Debit or credit?

| Debit | Credit |
| :--- | :--- |

Step 5: Place amounts into accounts.


Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |
| G) 750 |  |  |

Salaries Expense

| Dr. | Cr. |
| :---: | :---: |
| 1,850 |  |

Telephone Expense


LO-2

## Transaction K

Step 1: Which accounts are affected?

## Alice Angel, Withdrawals

## Cash

Step 2: Which category does the account belong to?

## Withdrawal

## Asset

Step 3: Is the account increasing/decreasing?
Increasing

Decreasing
Step 4: Debit or credit?

| Debit | Credit |
| :--- | :--- |

Step 5: Place amounts into accounts.

| Cash |  | Accounts Payable |  | Advertising Expense |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| A) 40.000 | D) ${ }_{\text {2, }}^{\text {2,500 }}$ | Dr. | Cr. <br> B) $\mathbf{2 5 , 0 0 0}$ | Dr. <br> C) 800 | Cr. |
| E) 13,000 | F) 1,850 |  |  |  |  |
| d) 1,600 | G) 750 <br> I) 400 |  | C) 800 |  |  |
|  |  |  |  |  |  |
|  | K) 88 | Angel, Capital |  | Gas Expense |  |
| Accounts Receivable |  | Dr. | Cr. | Dr. <br> G) 750 | Cr. |
|  |  |  | A) $\mathbf{4 0 , 0 0 0}$ |  |  |
| H) 5 Dr ${ }^{\text {Dr }}$. | $\begin{gathered} \text { Cr. } \\ \text { J) } 1,600 \end{gathered}$ |  |  |  |  |
|  |  | Angel, Withdrawals |  | Salaries Expense |  |
| Office Equipment |  | K) 88 | Cr. | $\begin{gathered} \text { Dr. } \\ \text { F) } 1,850 \end{gathered}$ | Cr. |
|  | Cr . |  | Delivery Fees Earned |  | Telephone Expense |  |
| D) 2,500 |  |  |  |  |  |  |  |
|  |  | Dr. | Cr.E)H)H,0005,500 | Dr. | Cr. |
| Delive | Trucks |  |  | I) 400 |  |
| B) 25,000 | Cr . |  |  |  |  |
|  |  |  |  |  | O-2 |

## Review Rules of Debit \& Credit

| Account Category | Increase <br> (Normal Balance) | Decrease |  |
| :--- | :--- | :--- | :---: |
| Assets | Debit | Credit |  |
| Liabilities | Credit | Debit |  |
| Owner's Equity |  |  |  |
| Capital | Credit | Debit |  |
| Withdrawals | Debit | Credit |  |
| Revenue | Credit | Debit |  |
| Expense | Debit | Credit |  |
|  |  |  |  |

## Learning Objective 3

## Preparing a trial balance

## LO-3

## Footing

- Add total debits and total credits in each account
- Determine each account balance


| Cash |  |
| :---: | :---: |
| (A) 40,000 | D) ${ }^{\text {Cr. }} \mathbf{2}$. 500 |
| (E) 13,000 | F) 1,850 |
| d) 1,600 | G) 750 |
|  | I) 400 |
|  | K) 88 |
| 54,600 | 5,588 |
| 49,012 |  |

Accounts Receivable

| Dr. | Cr. |
| :---: | :---: |
| H) $\mathbf{5 , 5 0 0}$ | J) $\mathbf{1 , 6 0 0}$ |
| 3,900 |  |

Office Equipment

| Dr. | Cr. |
| :---: | :---: |
| D) 2,500 |  |
| Delivery | Trucks |
| Dr. | Cr. |
| B) 25,000 |  |

Accounts Payable
Dr. Cr.
B) $\mathbf{2 5 , 0 0 0}$
C) 800

25,800

| Angel, Capital |  |
| :---: | :---: |
| Dr. | Cr. |
|  | A) 40,000 |


| Angel, Withdrawals |  |  |
| :--- | :---: | :---: |
| Dr. |  |  |
| K) |  |  |
| 88 |  |  |

Delivery Fees Earned

| Dr. | Cr. <br> E) <br> 13,000 <br> H) <br> 5,500 |
| :---: | :---: |
|  | 18,500 |

Advertising Expense

| Dr. | Cr. |
| :---: | :---: |
| C) 800 |  |


| Gas Expense |  |  |
| :---: | :---: | :---: |
| Dr. | Cr. |  |
| G) 750 |  |  |

Salaries Expense

| Dr. | Cr. |
| :---: | :---: |
| 1,850 |  |

Telephone Expense


LO-3

## Trial Balance

- List of the ending balances of all the accounts in a ledger
- Total debits should equal total credits
- List in same order as they appear in chart of accounts


## Learning Objective 4

## Preparing financial statements from a trial balance

Statement of Owner's Equity Accounts

| 111 | Cash |
| :--- | :--- |
| 112 | Accounts Ree |
| 121 | Officie Equipr |
| 122 | Delivery Trup |
|  |  | Accounts Pa able 311 Alice Angel, Capita 312 Alice Angel, Withd | 411 | Delivery Fees E2 |
| :--- | :--- |
| 511 | Balance Sheet | Accounts

Totals
84,300 84,300

## Problem 2B-5 continued

| Angel's Delivery Service |  |  |
| :--- | ---: | ---: |
| Income Statement |  |  |
| For Month Ended March 31, 200X |  |  |
| Revenue: |  |  |
| Delivery Fees Earned |  | $\$ 18,500$ |
| Operating Expenses: | $\$ 1,850$ |  |
| Salaries Expense | 800 |  |
| Advertising Expense | 750 |  |
| Gas Expense | 400 |  |
| Telephone Expense |  | 3,800 |
| Total Operating Expenses |  | $\$ 14,700$ |
| Net Income |  |  |

## Problem 2B-5 continued

| Angel's Delivery Service |  |  |
| :--- | ---: | ---: |
| Statement of Owner's Equity |  |  |
| For Month Ended March 31, 200X |  |  |
| Alice Angel, Capital, March 1, 200X |  | $\$ 40,000$ |
| Net Income for March | $\$ 14,700$ |  |
| Less: Withdrawals for March | 88 |  |
| Increase in Capital |  | 14,612 |
| Alice Angel, Capital, March 31, 200X |  | $\$ 54,612$ |

LO-4

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## Problem 2B-5 continued

| Angel's Delivery Service |  |  |  |
| :--- | ---: | :--- | :--- |
| Balance Sheet |  |  |  |
| March 31, 200X |  |  |  |
| Assets | $\$ 49,012$ | Liabilities and Owner's Equity |  |
| Cash | Accounts Payable | $\$ 25,800$ |  |
| Accounts Receivable | 3,900 | Owner's Equity |  |
| Office Equipment | 2,500 | Alice Angel, Capital | 54,612 |
| Delivery Truck | 25,000 |  <br> Owner's Equity | $\$ 80,412$ |
| Total Assets | $\$ 80,412$ |  |  |

## Additional Practice

MyAccountingLab offers excellent practice opportunities, including:

- Self Review Animations
- Student PowerPoints
- Flashcards
- Practice Tests and more

In addition to MyAccountingLab, you may wish to try the end of chapter exercises and problems, using the check figures provided in the margins of your textbook.

## End of Chapter 2

