



Estimated administration time: 30 minutes

Accountant Knowledge (40 questions)	Bookkeeper Knowledge (41 questions)
Accounting A/R – Bad Debt Write-Off	Accounting Tangible Assets
Accounting A/R – DSO Formula	Accounting Intangible Assets
Accounting Calculating Basic Owner Equity	Accounting Total Assets – Total Liabilities
Accounting Calculating Gross Profit Margin	Accounting Recording Debits And Credits
Accounting Net Income Formula	Accounting Account Designations
Accounting Property Classification	Accounting Inventory Methods – Older Items
Accounting Financial Position Statement	Accounting Inventory Methods – Newer Items
Accounting Current Assets	Accounting Recording Transactions
Accounting Depreciation Definition	Accounting Control Account
Accounting Merchandise Purchase	Accounting Disputed Invoices
Accounting Depreciation – Methods	Accounting Transaction Recording
Accounting Depreciation – Simplest Method	Accounting Recording Check Transactions
Accounting Depreciation – Least Used Method	Accounting Check Procedures
Accounting Depreciation – Highest	Accounting Journals – Acquisition Transactions
Accounting Intangible Assets	Accounting Journals – Payment Transactions
Accounting Inventory Costing Methods	Accounting Sales Journal
Accounting Accounting Methods	Accounting Cash Receipts Journal
Accounting Variable Costs	Accounting Calculating Net Sale - A
Accounting Sales vs Cost and Expenses	Accounting Calculating Net Sale – B
Accounting Production Costs	Accounting Credit Term Calculations - A
Accounting Capital Investment Earnings	Accounting Credit Term Calculations – B
Accounting Non-GAAP Financial Measurement	Accounting Interest Calculation
Accounting Operating Profit Equivalent	Accounting Account Totals
Accounting Balance for All Accounts	Q332 – Calculate Total Revenues - A
Accounting Budget Differences	Q333 – Calculate Total Revenues - A
Accounting Taxes – Capital Asset Sale	Q334 – Calculate Net Income – A
Accounting New Business Documents	Q335 – Calculate Total Revenues - B
Accounting Assets	Q336 – Calculate Total Revenues - B
Accounting General Journal	Q337 – Calculate Net Income – B
Accounting Terminology Cost Principle	Accounting Filing Methods
Accounting Reconciling Checking Accounts	Q338 – Alphabetical Filing A
Accounting Preparing Income Statements	Q340 – Chronological Filing B
Q400 - Accounting Cycles	Q342 – Numerical Filing A
Accounting Journal Entry Process	Q344 – Serial Filing A
Accounting Journal Element - A	Accounting Income Statement Sections – A
Accounting Journal Element – B	Accounting Income Statement Sections – B
Accounting Ending Entries	Accounting Net Income/Net Loss Statement
Accounting Undoing Previous Entries	Accounting Bookkeeping Worksheets
Accounting Declared Cash Dividends	Accounting Financial Status Snapshot
Accounting End-of-Month Procedures	Accounting Annual Report
	Accounting Balance Sheet Classification