

Accounting I

LAP 7 – Posting Journal Entries to General Ledger Accounts and Mini Practice Set - Canyon.Com Web Sites



Name _____
 Period _____
 Date Started _____
 Date Completed _____

DoDEA Standards

- ◆ **PT1b** Use accounting procedures for planning, organizing, and allocating resources
- ◆ **PT1d** Develop the ability to participate in business transactions in both the domestic and international arenas
- ◆ **PT1f** Be proficient in the use of technology
- ◆ **PT1h** Apply trouble shooting techniques and processes
- ◆ **PT4** Use information-gathering techniques, analyze and evaluate information, and use information technology to assist in collecting, analyzing, organizing, and presenting information.

Objectives

- ◆ Describe the steps in the posting process.
- ◆ Accurately post business transactions from a general journal to the accounts in the ledger.
- ◆ Prepare a trial balance.
- ◆ Locate and correct trial balance errors.
- ◆ Record correcting entries in the general journal.
- ◆ Define the accounting terms introduced in this chapter.

Resource Accounting-Real World Applications & Connections – First-Year Course
 Chapter Reviews and Working Papers (Accounting Workbook)
 CD ROM
 Electronic Field Trip

Time Frame 10 hours

Introduction

In chapter 7 you will learn how to post their journal entries to a general ledger.

Assignments

Where appropriate and possible, written answers must be in complete sentences and keyed. Turn in completed activities as directed by instructor.

- _____ View Electronic Field Trip, Global Perspectives
- _____ Read Posting Journal Entries to General Ledger Accounts, pp. 150-151
- _____ Read Section 1, the General Ledger, pp. 152-155
- _____ Complete the following exercises on p. 156: Thinking Critically, Communicating Accounting and Problem 7-1, using appropriate working papers
- _____ Read Section 2, the Posting Process pp. 157-163
- _____ Complete the following exercises on p. 164: Thinking Critically, Analyzing Accounting, and problems 7-2, using the appropriate working papers

- _____ Read Accounting Careers in Focus, p. 165 and answer the Thinking Critically question
- _____ Read Section 3, Preparing a Trial Balance, pp. 166-169
- _____ Complete the following exercises on p. 170: Thinking Critically, Computing in the Business World and Problems 7-3 and 7-4 using the appropriate working papers
- _____ Review the Chapter 7 Summary on p. 171
- _____ Complete Understanding Accounting Concepts and Procedures on p. 172
- _____ Complete Chapter 7 Review and Activities on p. 173 (see instructor)
- _____ Read Chapter 7 Computerized Accounting, p. 174
- _____ Complete End-of-Chapter problems on pp. 175-177, Problems 7-5, 7-6, 7-7, 7-8 and 7-9 using appropriate working papers
- _____ Complete Chapter 7 Review on pp. 104-105 of the Working Papers
- _____ Complete Self-Test on pp. 135-136 of the Working Papers
- _____ Complete CD Rom (see instructor for directions)

_____ **Take Chapter 7 Test**

_____ **Take Unit 2 A-1 Test**

- _____ Complete Mini Practice Set- Canyon.Com Web Sites, pp. 178-179 using the appropriate working papers. This mini-practice set can be completed manually or electronically per instructor's direction.

_____ **Take Canyon.Com Web Sites Audit Test, pp. 151-152 of The Working Papers**

Self Assessment - "I/I can . . . "

- _____ Describe the steps in the posting process.
- _____ Accurately post business transactions from a general journal to the accounts in the ledger.
- _____ Prepare a trial balance.
- _____ Locate and correct trial balance errors.
- _____ Record correcting entries in the general journal.
- _____ Define the accounting terms introduced in this chapter.