



QuickBooks for the Restaurant

By Murphy, Stephanie; Neuneker, Alisa R.

Wiley, 2009. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: Preface.Chapter 1: Introduction.About This Book.Overview of QuickBooks Software.Importance of the Accounting Process to the Restaurant Manager.Obtaining QuickBooks Help.Aroma Ristorante's Operating Processes and Activities.Chapter 2: Setting Up Your Restaurant in QuickBooks.EasyStep Interview-Creating a New Company File.Backing Up and Restoring QuickBooks Files.Establishing Company Preferences.Setting Up an Additional Bank Account.Recording Opening Balances.Setting Up QuickBooks to Manually Accept Payroll.Chapter 3: Working with Lists.Using Lists.Using the Chart of Accounts.Creating and Editing Accounts.Deleting Accounts.Making an Account Inactive.Creating a Vendor from the Vendor Center.Creating a Customer from the Customer Center.Creating an Item.Editing and Deleting a Vendor, Customer, and Item.Identifying the Role of Classes.Preparing Lists.Chapter Review Problems.Chapter 4: Restaurant Purchases, Payables, and Inventory.The Purchasing Process.Working with Purchase Orders.Receiving GoodsEntering Bills.Editing Bills.Voiding and Deleting Bills.Memorizing Bills.Paying Bills.Using Vendor Discounts.Using Vendor Credits.Using the Check Register.Creating and Printing Checks.Editing, Voiding, and Deleting Checks.Inventory Stock Status (Inventory on Hand) and Par Levels.Physical Inventory Worksheets.Making Inventory Adjustments.Other Inventory Management Systems.Reports.Chapter Review Problems.Chapter 5: Sales and Receivables.Recording Sales and Receivables.Point-of-Sale Systems Interfaces.Recording Restaurant Sales from a Point-of-Sale System.Creating Customer Invoices.Editing Customer Invoices.Voiding and Deleting Customer Invoices.Printing Customer Invoices.Recording Customer Payments.Recording Credit Memos.Creating Customer Estimates.Recording Advance Deposits.Reports.Chapter Review Problems.Chapter...



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