

# Accounting II

## Accounting for a Departmentalized Business 1

- 1 Explain the purpose of departmentalized accounting 1.1
- 2 Define terminology related to departmentalized accounting concepts and principles 1.2
- 3 Apply debit and credit rules to departmentalized business transactions 1.3
- 4 Journalize transactions for a departmentalized business in special journals 1.4
- 5 Post transactions from journals to a general and subsidiary ledger 1.5
- 6 Prepare and maintain payroll records for a departmentalized business 1.6
- 7 Understand the importance of maintaining confidentiality of employees' personal information 1.7
- 8 Prepare financial statements for a departmentalized business 1.8
- 9 Journalize and post adjusting and closing entries for a departmentalized business 1.9

## Accounting Adjustments 2

- 1 Define accounting terms related to accounting adjustments. 2.1
- 2 Identify accounting concepts and practices related to accounting for plant assets and depreciation 2.2
- 3 Journalize entries for plant assets 2.3
- 4 Calculate and record property tax expense 2.4
- 5 Calculate and record depreciation expense for plant assets using straight-line depreciation 2.5
- 6 Journalize entries for disposing of plant assets 2.6
- 7 Calculate depreciation expense using other methods 2.7
- 8 Explain unearned and accruals related to the matching principle 2.8
- 9 Identify accounting concepts and practices related to notes payable, prepaid expenses, and accrued expenses 2.9

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**10 Journalize transactions for notes payable** 2.10

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**11 Journalize adjusting and reversing entries for prepaid expenses initially recorded as expenses** 2.11

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**12 Journalize adjusting and reversing entries for accrued expenses and revenue.** 2.12

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**13 Identify accounting concepts and practices related to notes receivable, unearned revenue, and accrued revenues** 2.13

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**14 Calculate and journalize transactions for notes receivable** 2.14

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**15 Journalize adjusting and reversing entries for unearned revenue initially recorded as revenue** 2.15

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**Inventory Control** 3

**1 Define terminology related to inventory and uncollectible accounts** 3.1

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**2 Determine the cost of merchandise inventory using selected costing methods** 3.2

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**3 Estimate the cost of merchandise inventory using selected estimating methods** 3.3

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**4 Calculate the estimated uncollectible accounts expense** 3.4

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**5 Calculate merchandise inventory turnover ratio and average number of days' sales in merchandise inventory** 3.5

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**6 Calculate and journalize uncollectible accounts expense using the direct write-off method** 3.6

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**7 Calculate and journalize uncollectible accounts expense using allowance methods** 3.7

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**8 Journalize the collection and reinstatement of previously written-off accounts** 3.8

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**9 Calculate and analyze accounts receivable turnover ratios** 3.9

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**Accounting Cycle Process for a Corporation** 4

**1 Define terminology related to the accounting cycle for a corporation** 4.1

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**2 Calculate journal transactions for stock transactions** 4.2

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**3 Calculate and journalize entries for bonds payable** 4.3

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**Digital Applications** 5

**1 Define terminology related to digital accounting systems** 5.1

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**2 Use spreadsheets and/or software to complete the accounting cycle** 5.2

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