



DELIVERABLES CHECKLIST CHAPTER 1

NAME:

INSTRUCTIONS:

1. CHECK OFF THE DELIVERABLES YOU COMPLETED.
2. ATTACH THIS PAGE TO YOUR DELIVERABLES.

CHAPTER 1

- Trial Balance
- Contact Management Printout
- Edit Information on a Check Printout

EXERCISE 1.1

- Task 2: Profit & Loss Statement
- Task 3: Balance Sheet

EXERCISE 1.2

- Task 1: Help Topic Printout
- Task 2: Your Choice Help Topic Printout

EXERCISE 1.3

- QuickBooks Product Comparison

This **Deliverables Checklist** is also available online at www.mhhe.com/ulmer2009.

Appendix D: Electronic Deliverables and the **Electronic Deliverables Podcast** at www.QuickBooksBlog.info show you how to save your QuickBooks reports electronically.

Check with your instructor to see if you should deliver your reports electronically or in hard copy.