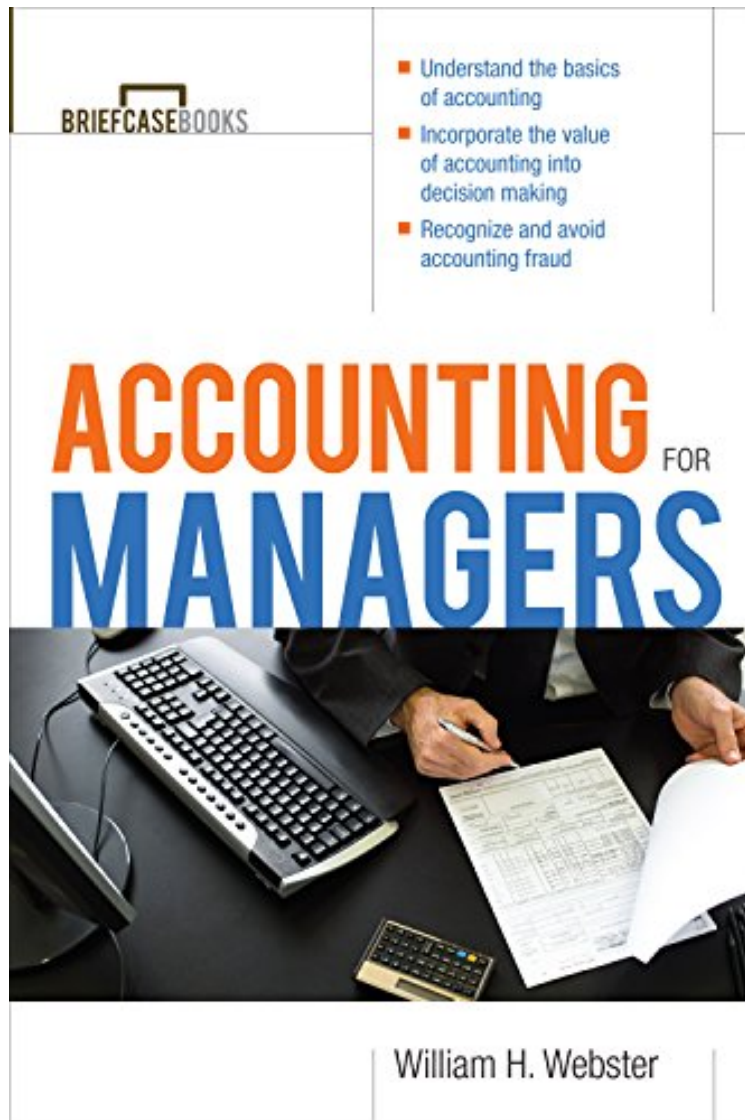


Accounting for Managers (Briefcase Books Series)

William Webster

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William Webster : Accounting for Managers (Briefcase Books Series) before purchasing it in order to gauge whether or not it would be worth my time, and all praised Accounting for Managers (Briefcase Books Series):

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and some managerial topics.

Translated into 16 languages! The reader-friendly, icon-rich Briefcase Books series is must reading for all managers at every level. All managers, whether brand new to their positions or well-established in the organizational hierarchy, can use a little "brushing up" now and then. The skills-based Briefcase Books series is filled with ideas and strategies to help managers become more capable, efficient, effective, and valuable to their organizations. While they don't need the knowledge of a CPA, all managers must still have a basic understanding of how money is tracked and accounted for in an organization. Using the sidebars and down-to-earth style that has become the Briefcase Books trademark, *Accounting for Managers* defines essential terms--from general ledger to chart of accounts--and, more importantly, discusses their applications in everyday business. It also introduces managers to popular accounting software programs and their use in tracking and allocating funds in the organization.

From the Back Cover
The Basics You Need to Know About How Money is Tracked--and Accounted for--In Your Organization
How much money will this project cost? Where is it coming from? Can my department get more? If not, why? As a manager, accounting will play a hand in virtually every decision you make. *Accounting for Managers* explains the critical accounting concepts you need to understand in this vital area, and then demonstrates their implementation and application in everyday business. This newest addition to McGraw-Hill's popular, hands-on Briefcase Books series gives you the insights you need to track how money flows through and fuels your organization, including: How to speak--and understand--the language of business accounting Financial relationships between and among everyday business activities Next-generation systems including Balanced Scorecard, Just-in-Time, and more Before you truly understand a business--and how to succeed in that business--you must understand its cash flow. Let *Accounting for Managers* give you the knowledge you need to talk intelligently about accounting issues and questions and, just as important, enhance your productivity and value to both your organization and your career. Briefcase Books are written specifically for today's busy manager. Each book features eye-catching icons, checklists, and sidebars to guide managers step-by-step through everyday workplace situations. Look for these innovative design features to help you navigate through each page: [Key Terms icon] Clear definitions of key accounting terms and jargon [Smart Managing icon] How accounting smarts can help your department--and career [Tricks of the Trade icon] How-to hints for efficient, effective use of accounting [Mistake proofing icon] Advice for minimizing errors when "working the numbers" [Caution icon] Warning signs of small accounting errors that could become disastrous [For Example icon] Examples from a variety of companies, large and small [Tools icon] Boxes where you'll find specific accounting tools and procedures
About the Author William H. Webster, C.P.A. owns Century Small Business Solutions. He provides a wide range of professional services to his small business client base. These include management, investment, technical and accounting and tax services.