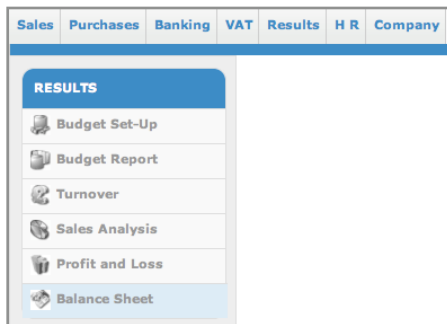


## Balance Sheet

The balance sheet shows what assets and liabilities your company has and how the business is funded.

To get there, select the **Results** tab then press the **Balance sheet** button.



Select the period to view the **Balance sheet overview to** and the **Year ended** date from the drop down boxes.

Balance sheet overview to		period	year ended
		3	30/12/2011
	Code	Description	Amount
Select	5	Fixed Assets	25,000.00
Select	6	Current Assets	-41,552.21
Select	7	Current Liabilities	39,135.77
		Profit and loss account	-22,583.56
<b>Total shareholders funds</b>			<b>0.00</b>

Press the **Select** button next to the available groups. For example pressing on **Fixed Assets**, **Current Assets** or **Current Liabilities** will bring up the nominal codes and Net amounts for each one to the right. The screenshot below is showing the **Current Assets**.

Balance sheet overview to		period	year ended	Costing		
		3	30/12/2011	All	Full version	
	Code	Description	Amount	Code	Description	Net
Select	5	Fixed Assets	25,000.00	BANK01	Bank account	-21,770.20
Select	6	Current Assets	-41,552.21	BANK03	Deposit Account	2,500.00
Select	7	Current Liabilities	39,135.77	BANK10	US Dollar	-74.33
		Profit and loss account	-22,583.56	DRCTL	Debtors Control Account	-22,207.68
<b>Total shareholders funds</b>			<b>0.00</b>			

Pressing on the individual nominal code will bring up a breakdown of all the transactions in it.

	Code	Description	Amount	Code	Description	Net
Select	5	Fixed Assets	25,000.00	BANK01	Bank account	-21,770.2
Select	6	Current Assets	-41,552.21	BANK03	Deposit Account	2,500.0
Select	7	Current Liabilities	39,135.77	BANK10	US Doller	-74.3
		Profit and loss account	-22,583.56	DRCTL	Debtors Control Account	-22,207.6
		<b>Total shareholders funds</b>	0.00			

You can review the transactions in the chosen nominal code in the next screen.

Nominal transaction for year ended 20/05/2011 period 1 to 12 - costing % By date

Code: CR05 Description: Accruals Total: -102.00

Date	Source	Invoice no	Ref	Detail	Qty	Curr	Debit	Credit	Balance	Costing	Period	
11/02/2011	PI	43	SUND01	taxi	1	10.00	10.00		10.00			9 Amend
15/03/2011	NP			accruals balance			-112.00	112.00	-102.00			0 Amend
							102.00					

Pressing **Full version** will show all of the groups on one page, for example the Fixed Assets, Current Assets and Current Liabilities.

Balance sheet overview to period **12** year ended **20/05/2010** **Full version**

	Code	Description	Amount
Select	6	Current Assets	1,872.48
Select	7	Current Liabilities	0.00
		<b>Total assets less liabilities</b>	1,872.48
Select	8	Shareholders Funds	0.00
		Profit and loss account	-1,872.48
		<b>Total shareholders funds</b>	-1,872.48

Select the year you wish to examine in the **Year Ended** drop down box. Then select the **Period from** and **to** boxes to select which periods you wish to view.

PlusONE

Balance sheet Profit and Loss

year ended 20/05/2011 period from 1 to 4

Group	Code	Description	To date actual
6	<u>BANK01</u>	Bank account	31,098.54
6	<u>DRCTL</u>	Debtors Control Account	6,281.13
6	<u>PC01</u>	Petty Cash	-1,937.27
		<b>Current Assets</b>	<b>35,442.40</b>
7	<u>CR06</u>	Vat Control Account	-488.15
7	<u>CR07</u>	Payroll Control	-345.00
7	<u>CRCTL</u>	Creditors Control Account	-27,051.83
		<b>Current Liabilities</b>	<b>-27,884.98</b>
8	<u>SF03</u>	Reserves	-1,672.48
		Profit and loss account - to date	5,884.94
		<b>Shareholders Funds</b>	<b>7,557.42</b>

Again, you can click on any of the nominal codes to see a breakdown of each individual item.