

Demystify business accounting with this straight-talking guide

Understanding Business Accounting

DUMMIES

2nd Edition

John A. Tracy

Colin Barrow

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Colin Barrow, John A. Tracy

Understanding Business Accounting For Dummies, UK Edition Colin Barrow, John A. Tracy, 2010-11-23 Not everyone is cut out to be a professional accountant but those who want to move up the corporate ladder know that they need to master the essentials of accounting Understanding Business Accounting For Dummies 2nd Edition makes truly light work of the financial fundamentals that many businesspeople try to bluff their way through every day The book will show you how to evaluate profit margins establish budgets control profit and cash flow stem losses manage inventory make wise financial decisions survive an audit and use the latest computer technology to help you manage the bottom line This updated edition also includes the latest information on International Financial Reporting Standards capital budgeting and break even plus new advice on how to find financial facts and read company accounts New sections include links to a number of key business spreadsheets and a new chapter on financing your business **Business Skills All-in-One For Dummies, UK Edition** Kate Burton, 2012-02-03 Fulfil your workplace potential with this indispensable handbook Written by a team of experts Business Skills All in One For Dummies is your complete guide to perfecting your communication management and organizational skills Inside you ll find simple techniques for improving your performance at work everything from presentation skills project management persuading and influencing people motivating yourself and others managing your workload managing a team and much more No other book offers you this much in one volume It's like having a whole team of business communication and management experts sitting on your bookshelf but much less crowded Inside you ll find 4 books in 1 Book I Communicating Effectively covering communication presentations body language confidence persuasion influence Book II Building Your Commercial Acumen covering accounting and budgeting technology selling negotiation Book III Managing and Leading Others recruiting working in teams and groups dealing with ethics and office politics coaching leadership Book IV Increasing Productivity and Performance time management project management achieving goals motivation managing stress organising time managing meetings and dealing with emails **Understanding Business** Accounting For Dummies John A. Tracy, Colin Barrow, 2011-11-11 Get your head around company finance Whether you re a small business owner or a corporate manager with budget responsibilities having an understanding of your company s finances is crucial This user friendly guide takes you through all the key elements of UK business accounting covering everything from evaluating profit margins and establishing budgets to controlling cash flow and writing financial reports The third edition has been fully updated throughout and includes brand new content on the emergence of IFRS and dealing with foreign exchange The book is organised into five Parts Part I Accounting Basics Part II Getting a Grip on Financial Statements Including cash flow cash flow statements financial reports profit and loss accounts Part III Accounting in Managing a Business Including managing profit performance budgeting ownership structures costs and difference accounting methods Part IV Financial Reports in the Outside World All about auditors and advisors and how investors read

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