Defining Terms
[In order of word search]

- **trial balance**: a reporting sheet that shows ending balances for many accounts
- **income**: money received, especially on a regular basis, for work or through investments
- **checking account**: an account at a bank in which a depositor can withdraw money
- **fixed asset**: investments purchased for long-term use and that are not typically converted into cash quickly (such as land and buildings)
- **depreciation**: reduction in the value of an asset with time
- **profit and loss**: a financial gain or loss, especially from an investment.
- **cash flow**: the total amount of money being transferred into and out of a business
- **adjusting entry**: occurs at the end of an accounting period to record any unrecognized income or expenses
- **business**: the activity of making one's living or making money by producing or buying and selling products
- **farm**: an area of land and its buildings used for growing crops and rearing animals
- **payroll**: a list of a company's employees and the amount of money they are to be paid
- **EIN**: unique identification number that is assigned to a business entity so that it can easily be identified by the Internal Revenue Service (IRS)
- **expense**: the money spent on something.
- **revenue**: income
- **liability**: the state of being responsible for something, especially by law
- **assets**: a useful or valuable thing, person, or quality
- **equity**: the value of the shares issued by a company
- **receivable**: amounts owed to a business, regarded as assets
- **deposit**: a sum of money placed or kept in a bank account, usually to gain interest
- **write checks**: makes an order to one's bank to transfer funds to another account
- **customer**: a person or organization that buys goods or services from a store or business
- **merchandise**: goods to be bought and sold
- **service**: the action of helping or doing work for someone
- **cash**: money in coins or notes
- **invoice**: a list of goods sent or services provided, with a bill due
• **inventory**: a complete list of items such as property, goods in stock, or the contents of a building
• **bad debt**: a debt that cannot be recovered
• **finance**: the management of large amounts of money
• **vendor**: a person or company offering something for sale
• **journal entry**: used to record a business transaction in the accounting records of a business
• **budget**: a formal statement of estimated income and expenses based on future plans and objectives
• **QuickBooks**: online accounting software that processes bills and payments
• **accounting**: the action or process of keeping financial accounts