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**LESSON 8 Review questions
and activities**



Lesson 8: Review questions and activities

Review questions

- 1** You use the _____ account to track money that you owe to vendors.
- 2** List the two steps involved in using the accounts payable features in QuickBooks:
 - a** _____
 - b** _____
- 3** When you make a payment (from the checking account) in the Pay Bills window, you can see the transactions in the _____ and _____ registers.
- 4** True or false: When tracking accounts payable in QuickBooks, the Enter Bills window is the only place you can enter bills and vendor credits.
 - a** True
 - b** False
- 5** Which of the following tasks can you perform in the Pay Bills window?
 - a** Enter a partial payment on an outstanding bill
 - b** Make a payment using a credit card
 - c** Pay all outstanding bills
 - d** All of the above
- 6** You paid a vendor \$1,000.00 through the Pay Bills window (using the Checking account). QuickBooks automatically creates a journal entry that:
 - a** Deletes the bill.
 - b** Shows \$1,000.00 as a Credit in Accounts Payable and shows \$1,000 as a Debit in the Checking account.
 - c** Shows \$1,000.00 as a Debit in Accounts Payable and shows \$1,000 as a Credit in the Checking account.
 - d** Shows \$1,000.00 as a Debit in Accounts Payable and shows \$1,000 as a Credit in the Accounts Receivable.

Review activities

- 1** Write a check to a vendor, assigning the amount to more than one expense account.
- 2** Enter a bill in the Enter Bills window, and then view the bill transaction in the accounts payable register.
- 3** Pay the bill using the Pay Bills window.