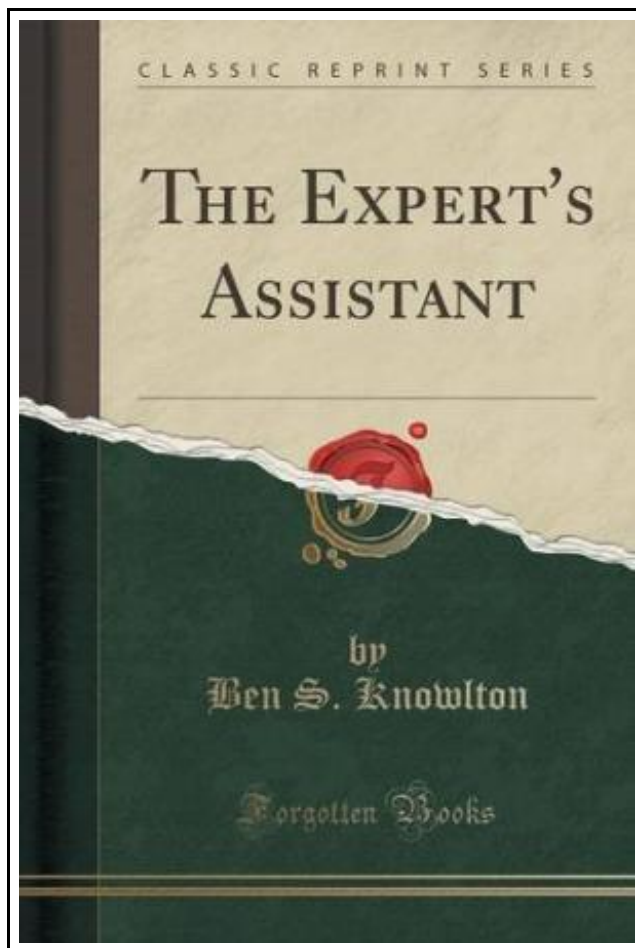


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Forgotten Books, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Excerpt from The Expert s Assistant As the title of this work indicates, it is not intended as a treatise on book-keeping, but as an assistant to those already actively engaged in the profession, and for advanced students who may desire to avail themselves of its help. Therefore, but little instruction will be attempted as to the ordinary routine work, and only such examples and forms given as may serve to illustrate the principles, etc., involved. The idea of the author has been to present, in as concise form as possible, tables, rules and forms that will lighten and expedite the work of the accountant, thereby enabling him not only to do his work with more ease to himself, but, what is of far greater importance, give better satisfaction to his employer. The tables and forms presented it is not claimed are all new or original, although some of them have never before been published, but are such as are required almost daily, and if published are scattered through many works, not to be easily obtained when most needed. Their value and use will be appreciated on examination. The rules given are the result of many years practical experience in all classes of accounts, and are believed to be the best and shortest for the purposes indicated. The rules on Inversions and Misplacements are believed to be the most complete and exhaustive ever published, and are to a great extent entirely original, especially as regards misplacements, which shows what has never before been attempted, viz., the exact amount in full that has been misplaced; not an approximation or a portion, but every figure composing the sum, thus...



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