

The second semester of FSJ is **Financial Accounting**, which will focus on how a business records transactions, maintains financial records, and prepares financial statements. You will participate in hands-on projects to put accounting concepts into practice and develop computer skills in Microsoft Word, Excel, PowerPoint, and Publisher. Most of all, you will have fun while doing all of this!

*SUGGESTIONS: Stay organized, be productive, and keep deadlines in mind. Refer to these weekly sheets for your assignments and due dates; use the quarterly syllabus to plan further ahead. Tests and major projects should never be a surprise! Use our class website ([www.myfinanceclass.com](http://www.myfinanceclass.com)) as a resource at school and as a way to stay connected from home.*

**Monday, April 15****Day 145**

*Today's Topic: "Preparing Payroll Records I (ACCT 12-1, 12-2)"*

Exploring Payroll Accounting: Preparing Payroll Records

- Preparing Payroll Time Cards
- Determining Payroll Tax Withholding

Problem: "Pluto's Closet"

**Tuesday, April 16****Day 146**

*Today's Topic: "Preparing Payroll Records II (ACCT 12-3, 12-4)"*

Exploring Payroll Accounting: Preparing Payroll Records

- Preparing Payroll Records
- Preparing Payroll Checks

**Wednesday, April 17****Day 147**

*Today's Topic: "Payroll Accounting, Taxes, and Reports I (ACCT 13-1, 13-2)"*

Exploring Payroll Accounting: Payroll Accounting

- Recording a Payroll
- Recording Employer Payroll Taxes

**Thursday, April 18****Day 148**

*Today's Topic: "Payroll Accounting, Taxes, and Reports II (ACCT 13-2, 13-3, 13-4)"*

Exploring Payroll Accounting: Taxes

- Recording Employer Payroll Taxes
- Reporting Withholding and Payroll Taxes
- Paying Withholding and Payroll Taxes

Review Payroll Accounting

**Friday, April 19**

NO CLASSES

Current Event (related to a business, finance, or entrepreneurship topic) – due Sunday by midnight.

**IMPORTANT**

**BPA National Competitions** are in TWO weeks! If you're going, are you getting ready?



**EVERY student attending is responsible for completing 10 more hours of prep time with me before NLC. This includes prep for competitions and open events. Every student needs to prep!**