1. Record Nr. UNINA9911020221403321 Autore Bragg Steven M Titolo Accounting policies and procedures manual: a blueprint for running an effective and efficient department / / Steven M. Bragg Hoboken, N.J., : Wiley, c2007 Pubbl/distr/stampa **ISBN** 9786611002640 9781118428665 1118428668 9781119202974 1119202973 9781281002648 128100264X 9780470179611 0470179619 Edizione [5th ed.] Descrizione fisica 1 online resource (542 p.) Altri autori (Persone) BraggSteven M Disciplina 808/.066657 Soggetti Accounting - Authorship Lingua di pubblicazione Inglese **Formato** Materiale a stampa Livello bibliografico Monografia Note generali Rev. ed. of: Design and maintenance of accounting manuals / Steven M. Bragg, Harry L. Brown. 4th ed. c2003. Includes index. Nota di contenuto Accounting Policies and Procedures Manual, Fifth Edition; Contents; Preface; Acknowledgments; About the Author; About the Web Site; Chapter 1: ACCOUNTING MANUALS; 1.1 INTRODUCTION; 1.2 GENERAL ACCOUNTING MANUAL; 1.3 CORPORATE POLICIES MANUAL; 1.4 ACCOUNTING PROCEDURES; 1.5 PURCHASING CARD MANUAL; 1.6 ACCOUNTING CONTROLS MANUAL; 1.7 YEAR-END MANUAL; 1.8 BUDGETING MANUAL; 1.9 PROPERTY ACCOUNTING MANUAL; 1.10 FORMS MANUAL: 1.11 DOCUMENT MANAGEMENT MANUAL: 1.12 USER MANUAL; 1.13 INFORMATION TECHNOLOGY MANUAL; 1.14 HUMAN RESOURCES MANUAL; 1.15 ISO 9000 QUALITY STANDARDS; 1.16 IN THE

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Now in a fifth edition, Accounting Policies and Procedures Manual: A Blueprint for Running an Effective and Efficient Department is a how-to guide on creating an effective and efficient accounting department policies and procedures manual. Written by Steven Bragg, the foremost authority in accounting and controllership issues, the new edition includes:A new, complimentary Web site providing readers with the foundation for creating or enhancing their accounting department policies and procedures manualMore coverage of accounting procedures including inventory,