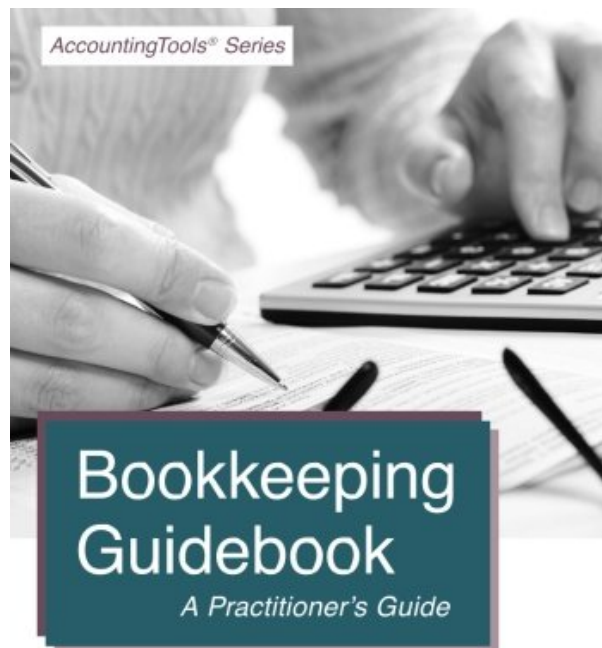


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## About the Author

Steven Bragg, CPA, is one of the top-selling and most prolific accounting authors in the world. He is the author of more than 70 business books, including Lean Accounting, Closing the Books, and The New Controller Guidebook. He has been the CFO or controller of both public and private companies, and has been a consulting manager with Ernst & Young and an auditor with Deloitte & Touche.

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# **BOOKKEEPING GUIDEBOOK: A PRACTITIONER'S GUIDE**

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The bookkeeper needs a comprehensive knowledge of the practical aspects of accounting. This means understanding how to issue billings, process cash receipts, calculate depreciation, construct a chart of accounts, value inventory, pay employees and suppliers, file tax returns, and produce financial statements. The Bookkeeping Guidebook covers all of these topics and more with dozens of examples, as well as forms, templates, and references to the author's popular Accounting Best Practices podcast.

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Steven Bragg, CPA, is one of the top-selling and most prolific accounting authors in the world. He is the author of more than 70 business books, including *Lean Accounting*, *Closing the Books*, and *The New Controller Guidebook*. He has been the CFO or controller of both public and private companies, and has been a consulting manager with Ernst & Young and an auditor with Deloitte & Touche.

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Steven Bragg, CPA, is one of the top-selling and most prolific accounting authors in the world. He is the author of more than 70 business books, including *Lean Accounting*, *Closing the Books*, and *The New Controller Guidebook*. He has been the CFO or controller of both public and private companies, and has been a consulting manager with Ernst & Young and an auditor with Deloitte & Touche.

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