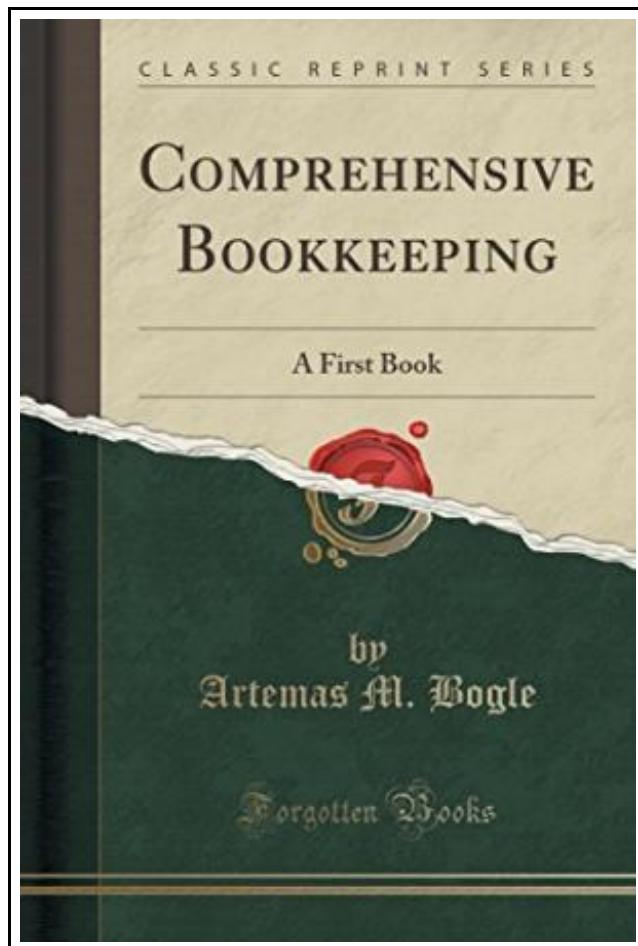


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Forgotten Books, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Excerpt from Comprehensive Bookkeeping: A First Book This work is the result of several years experience in teaching bookkeeping and other branches of mathematics in public and private schools and in normal institutes. The task that the author set for himself was to furnish a book that would be comprehensive and definite, and at the same time flexible and adaptable, - one, in brief, that would give a general knowledge of the subject and also lend itself to the varying conditions under which it might be used. The aim of this text-book is to ground the student in the general principles and processes of accounts and to acquaint I, him with the simpler forms used in commercial bookkeeping. There are given also some suggestions for practical private accounts for those who have no need of a complete set of books. It is the aim also to put into the hands of the experienced teacher a quantity of material in such form that it can be used much in his own way. The directions given throughout the text are to be treated by such a teacher as suggestions merely. On the other hand, the directions and explanations are given in sufficient detail, it is thought, to enable the inexperienced teacher of bookkeeping or the unaided learner to use the work successfully. The subject is gradually developed, the number of new points introduced at each stage being limited. Also provision has been made for drills on all points, so that each may be mastered as it is introduced. A number of the sets appear in two divisions, designated A and B. About the Publisher Forgotten Books publishes hundreds of...

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