

Solutions



Unit: Banking

Topic: Cash and Check Deposits

2-1 Post cash deposit.

Choose *Banking* → *Deposits* → *Deposit*

Choose the *Cash* tab.

Note that the default cash clearing account appears automatically as the account you deposit money from.

The balance of this account appears too. This is a debit amount since you deposit money from an account that holds some amount.

You can choose different *Cash Account* if you deposit money from another account.

Field Name or Data Type	Values
<i>G/L Account</i> (Header)	<select the house bank account to which you deposit the cash>
<i>G/L Account</i> (Cash Tab)	<Account number of your cash on hand account>
<i>Amount</i>	2000

Choose *Add*.

2-2 Post checks deposit.

Choose *Banking* → *Deposits* → *Deposit*

Choose the *Checks* tab.

Note that *Cash Checks*, the checks which have a *Due Date* that is equal or until today, and that are not deposited yet appear in the checks table.

Field Name or Data Type	Values
<i>G/L Account</i>	<select the house bank account to which you deposit the checks>
<i>Checks</i>	Select the check you received from your customers in the <i>Incoming Payment</i> exercise.

Tip: you can choose multiple checks in a deposit form using CTRL + Click or Shift + Click.

Choose *Add*.