

Quick Trial Balance - Visual Trial Balance

Visual Trial Balance

The Visual Trial Balance can be accessed via the Trial Bal toolbar button or via the Accounts menu. By selecting this option, your entire trial balance will be displayed in a grid similar to a spreadsheet.

All the information for your trial balance is contained in this screen; the account number, account name, workpaper reference number, trial balance, adjustments, and adjusted trial balance.

Above the grid, you can select which book you are viewing amounts for as well as filter the data.

ABC Custom Wheels, Inc. - 12/31/2009 - Visual Trial Balance

File Edit Help

Accounts Journal Entries Reset Print Home

1. Income Taxes (TX) Book Filter Account Name

Show comparative data? 12/31/2008 Filter accounts? Contains? Starts with?

Account #	Account Name	W/P Ref	Trial Balance	Journal Entries	Adj. Trial Balance	
101	Cash - Checking	105	85,498.33	0.00	85,498.33	
102	Cash - Money Market	101	105,358.11	0.00	105,358.11	
111	Accounts Receivable	210	186,512.36	0.00	186,512.36	
112	Due from Employees	211	1,245.44	0.00	1,245.44	
154	Trucks - Accum Depr.		-21,122.85	0.00	-21,122.85	
155	Office Equipment		30,181.11	0.00	30,181.11	
156	Office Equipment - Accum Depr		-10,111.26	0.00	-10,111.26	
201	Accounts Payable		-13,360.01	0.00	-13,360.01	
202	Withholding Taxes Payable		-2,456.79	-25.55	-2,482.34	
203	Sales Taxes Payable		-383.22	0.00	-383.22	
204	Current Portion Long-Term Debt		0.00	-6,286.28	-6,286.28	
211	Note Payable to Bank		-124,576.76	6,286.28	-118,290.48	
301	Capital Stock		-125,000.00	0.00	-125,000.00	
302	Retained Earnings		-221,543.37	0.00	-221,543.37	
401	Sales - Finished Wheels		-407,789.05	0.00	-407,789.05	
121	Inventory - Finished Wheels	310	69,852.47	380.81	70,233.28	
122	Inventory - UnFinished Wheels	311	43,651.25	0.00	43,651.25	
123	Inventory - Accessories	312	14,652.33	0.00	14,652.33	
151	Equipment		76,544.22	0.00	76,544.22	
152	Equipment - Accum Depr		-27,126.26	0.00	-27,126.26	
153	Trucks		48,625.92	0.00	48,625.92	
402	Sales - UnFinished Wheels		-328,987.15	0.00	-328,987.15	
403	Sales - Accessories		-45,678.12	0.00	-45,678.12	
404	Interest - Money Market		-4,985.66	0.00	-4,985.66	
501	Purchases - UnFinished Wheels		299,807.26	0.00	299,807.26	
502	Purchases - Accessories		58,785.44	0.00	58,785.44	
508	Purchases - Inventory Change		0.00	-380.81	-380.81	
503	Salaries - COGS		124,876.38	0.00	124,876.38	
504	Supplies - COGS		3,865.78	0.00	3,865.78	
505	Depreciation - Equipment		9,997.61	0.00	9,997.61	
506	Depreciation - Trucks		7,257.63	0.00	7,257.63	
507	Rent - Shop		3,000.00	0.00	3,000.00	
601	Salaries		89,765.22	0.00	89,765.22	
602	Office Expense		8,766.01	0.00	8,766.01	
43 of 43 accounts			- Profit / + Loss	291,348.03	-355.26	290,992.77

[How To...?](#)

Comparative Data

If you check the 'Show comparative data?' checkbox, the grid will change, allowing you to view the current year adjusted trial balance against the prior year memo balance.

ABC Custom Wheels, Inc. - 12/31/2009 - Visual Trial Balance

File Edit Help

Accounts Journal Entries Reset Print Home

1. Income Taxes (TX) Book Filter Account Name

Show comparative data? 12/31/2008 Filter accounts? Contains? Starts with?

Account #	Account Name	% Diff	+ Incr / - Decr	12/31/2008	12/31/2009	
101	Cash - Checking	44.95	26,513.70	58,984.63	85,498.33	
102	Cash - Money Market	26.27	21,916.40	83,441.71	105,358.11	
111	Accounts Receivable	41.50	54,699.14	131,813.22	186,512.36	
112	Due from Employees	-13.85	-200.22	1,445.66	1,245.44	
154	Trucks - Accum Depr.	52.34	-7,257.63	-13,865.22	-21,122.85	
155	Office Equipment	12.69	3,398.55	26,782.56	30,181.11	
156	Office Equipment - Accum Depr	60.77	-3,822.12	-6,289.14	-10,111.26	
201	Accounts Payable	-9.66	1,429.21	-14,789.22	-13,360.01	
202	Withholding Taxes Payable	11.91	-264.16	-2,218.18	-2,482.34	
203	Sales Taxes Payable	18.57	-60.01	-323.21	-383.22	
204	Current Portion Long-Term Debt	0.00	-6,286.28	0.00	-6,286.28	
211	Note Payable to Bank	-8.63	11,166.30	-129,456.78	-118,290.48	
301	Capital Stock	0.00	0.00	-125,000.00	-125,000.00	
302	Retained Earnings	124.06	-122,665.85	-98,877.52	-221,543.37	
401	Sales - Finished Wheels	5.26	-20,389.99	-387,399.06	-407,789.05	
121	Inventory - Finished Wheels	19.74	11,579.06	58,654.22	70,233.28	
122	Inventory - UnFinished Wheels	5.81	2,394.92	41,256.33	43,651.25	
123	Inventory - Accessories	30.07	3,387.02	11,265.31	14,652.33	
151	Equipment	12.00	8,200.01	68,344.21	76,544.22	
152	Equipment - Accum Depr	-58.37	9,997.61	-17,128.65	-27,126.26	
153	Trucks	0.00	0.00	48,625.92	48,625.92	
402	Sales - UnFinished Wheels	-9.13	27,530.37	-301,456.78	-328,987.15	
403	Sales - Accessories	-18.78	7,221.33	-38,456.79	-45,678.12	
404	Interest - Money Market	-40.61	1,440.01	-3,545.65	-4,985.66	
501	Purchases - UnFinished Wheels	11.64	31,262.81	268,544.45	299,807.26	
502	Purchases - Accessories	22.73	10,886.43	47,899.01	58,785.44	
508	Purchases - Inventory Change	0.00	-380.81	0.00	-380.81	
503	Salaries - COGS	12.04	13,420.16	111,456.22	124,876.38	
504	Supplies - COGS	2.66	100.01	3,765.77	3,865.78	
505	Depreciation - Equipment	16.71	1,431.12	8,566.49	9,997.61	
506	Depreciation - Trucks	-20.93	-1,921.37	9,179.00	7,257.63	
507	Rent - Shop	0.00	0.00	3,000.00	3,000.00	
601	Salaries	4.09	3,531.10	86,234.12	89,765.22	
602	Office Expense	10.97	866.80	7,899.21	8,766.01	
43 of 43 accounts			- Profit / + Loss	291,348.03	-355.26	290,992.77

[How To...?](#)

Account Options

If you right-click on an account or drop-down the Accounts toolbar button, you can see there are several account options. You can view the details of an account, compare prior years, or even add or edit the selected account.

ABC Custom Wheels, Inc. - 12/31/2009 - Visual Trial Balance

File Edit Help

Accounts Journal Entries Reset Print Home

View Account Details
 Prior Year Comparisons
 Add Account
 Edit Account

Book Filter Account Name
 12/31/2008 Filter accounts? Contains? Starts with?

Name	W/P Ref	Trial Balance	Journal Entries	Adj. Trial Balance	
101 Cash - Checking	105	85,498.33	0.00	85,498.33	
102 Cash - Money Market	101	105,358.11	0.00	105,358.11	
111 Accounts Receivable	210	186,512.36	0.00	186,512.36	
112 Due from Employees	211	1,245.44	0.00	1,245.44	
154 Trucks - Accum Depr.		-21,122.85	0.00	-21,122.85	
155 Office Equipment		30,181.11	0.00	30,181.11	
156 Office Equipment - Accum Depr		-10,111.26	0.00	-10,111.26	
201 Accounts Payable		-13,360.01	0.00	-13,360.01	
202 Withholding Taxes Payable		-2,456.79	-25.55	-2,482.34	
203 Sales Taxes Payable		-383.22	0.00	-383.22	
204 Current Portion Long-Term Debt		0.00	-6,286.28	-6,286.28	
211 Note Payable to Bank		-124,576.76	6,286.28	-118,290.48	
301 Capital Stock		-125,000.00	0.00	-125,000.00	
302 Retained Earnings		-221,543.37	0.00	-221,543.37	
401 Sales - Finished Wheels		-407,789.05	0.00	-407,789.05	
121 Inventory - Finished Wheels	310	69,852.47	380.81	70,233.28	
122 Inventory - UnFinished Wheels	311	43,651.25	0.00	43,651.25	
123 Inventory - Accessories	312	14,652.33	0.00	14,652.33	
151 Equipment		76,544.22	0.00	76,544.22	
152 Equipment - Accum Depr		-27,126.26	0.00	-27,126.26	
153 Trucks		48,625.92	0.00	48,625.92	
402 Sales - UnFinished Wheels		-328,987.15	0.00	-328,987.15	
403 Sales - Accessories		-45,678.12	0.00	-45,678.12	
404 Interest - Money Market		-4,985.66	0.00	-4,985.66	
501 Purchases - UnFinished Wheels		299,807.26	0.00	299,807.26	
502 Purchases - Accessories		58,785.44	0.00	58,785.44	
508 Purchases - Inventory Change		0.00	-380.81	-380.81	
503 Salaries - COGS		124,876.38	0.00	124,876.38	
504 Supplies - COGS		3,865.78	0.00	3,865.78	
505 Depreciation - Equipment		9,997.61	0.00	9,997.61	
506 Depreciation - Trucks		7,257.63	0.00	7,257.63	
507 Rent - Shop		3,000.00	0.00	3,000.00	
601 Salaries		89,765.22	0.00	89,765.22	
602 Office Expense		8,766.01	0.00	8,766.01	
43 of 43 accounts		- Profit / + Loss			
			291,348.03	-355.26	290,992.77

Journal Entry Options

If you right-click or drop-down the Journal Entries toolbar button to add or edit journal entries. Please note, however, that the edit option is only enabled if you have journal entries associated with the account.

ABC Custom Wheels, Inc. - 12/31/2009 - Visual Trial Balance

File Edit Help

Accounts Journal Entries Reset Print Home

1. Income T Filter Account Name

Show con Filter accounts? Contains? Starts with?

Account #	Account Name	W/P Ref	Trial Balance	Journal Entries	Adj. Trial Balance	
101	Cash - Checking	105	85,498.33	0.00	85,498.33	
102	Cash - Money Market	101	105,358.11	0.00	105,358.11	
111	Accounts Receivable	210	186,512.36	0.00	186,512.36	
112	Due from Employees	211	1,245.44	0.00	1,245.44	
154	Trucks - Accum Depr.		-21,122.85	0.00	-21,122.85	
155	Office Equipment		30,181.11	0.00	30,181.11	
156	Office Equipment - Accum Depr		-10,111.26	0.00	-10,111.26	
201	Accounts Payable		-13,360.01	0.00	-13,360.01	
202	Withholding Taxes Payable		-2,456.79	-25.55	-2,482.34	
203	Sales Taxes Payable		-383.22	0.00	-383.22	
204	Current Portion Long-Term Debt		0.00	-6,286.28	-6,286.28	
211	Note Payable to Bank		-124,576.76	6,286.28	-118,290.48	
301	Capital Stock		-125,000.00	0.00	-125,000.00	
302	Retained Earnings		-221,543.37	0.00	-221,543.37	
401	Sales - Finished Wheels		-407,789.05	0.00	-407,789.05	
121	Inventory - Finished Wheels	310	69,852.47	380.81	70,233.28	
122	Inventory - UnFinished Wheels	311	43,651.25	0.00	43,651.25	
123	Inventory - Accessories	312	14,652.33	0.00	14,652.33	
151	Equipment		76,544.22	0.00	76,544.22	
152	Equipment - Accum Depr		-27,126.26	0.00	-27,126.26	
153	Trucks		48,625.92	0.00	48,625.92	
402	Sales - UnFinished Wheels		-328,987.15	0.00	-328,987.15	
403	Sales - Accessories		-45,678.12	0.00	-45,678.12	
404	Interest - Money Market		-4,985.66	0.00	-4,985.66	
501	Purchases - UnFinished Wheels		299,807.26	0.00	299,807.26	
502	Purchases - Accessories		58,785.44	0.00	58,785.44	
508	Purchases - Inventory Change		0.00	-380.81	-380.81	
503	Salaries - COGS		124,876.38	0.00	124,876.38	
504	Supplies - COGS		3,865.78	0.00	3,865.78	
505	Depreciation - Equipment		9,997.61	0.00	9,997.61	
506	Depreciation - Trucks		7,257.63	0.00	7,257.63	
507	Rent - Shop		3,000.00	0.00	3,000.00	
601	Salaries		89,765.22	0.00	89,765.22	
602	Office Expense		8,766.01	0.00	8,766.01	
43 of 43 accounts			- Profit / + Loss	291,348.03	-355.26	290,992.77

Journal Entry Generator

Located under the Journal Entries toolbar, the Journal Entry Generator is a handy tool for quickly creating journal entries.

To quickly create a journal entry, select the book you wish to adjust and in the grid you can then highlight an account and type in either the debit, credit, or even the after adjustment amount. Once you have balanced out your accounts, click the 'Create Journal Entry' button. You will be then brought to the Journal Entries screen where you can fill-in the overall journal entry information such as reference number, date, etc.

Account #	Account Name	Before Adjustment	Debit	Credit	After Adjustment
101	Cash - Checking	85,498.33	0.00	0.00	85,498.33
102	Cash - Money Market	105,358.11	0.00	0.00	105,358.11
111	Accounts Receivable	186,512.36	0.00	0.00	186,512.36
112	Due from Employees	1,245.44	0.00	0.00	1,245.44
121	Inventory - Finished Wheels	70,233.28	0.00	0.00	70,233.28
122	Inventory - UnFinished Wheels	43,651.25	0.00	0.00	43,651.25
123	Inventory - Accessories	14,652.33	0.00	0.00	14,652.33
151	Equipment	76,544.22	0.00	0.00	76,544.22
152	Equipment - Accum Depr	-27,126.26	0.00	0.00	-27,126.26
153	Trucks	48,625.92	0.00	0.00	48,625.92
154	Trucks - Accum Depr.	-21,122.85	0.00	0.00	-21,122.85
155	Office Equipment	30,181.11	0.00	0.00	30,181.11
156	Office Equipment - Accum Depr	-10,111.26	0.00	0.00	-10,111.26
201	Accounts Payable	-13,360.01	0.00	0.00	-13,360.01
202	Withholding Taxes Payable	-2,482.34	0.00	0.00	-2,482.34
203	Sales Taxes Payable	-383.22	0.00	0.00	-383.22
204	Current Portion Long-Term Debt	-6,286.28	0.00	0.00	-6,286.28
211	Note Payable to Bank	-118,290.48	0.00	0.00	-118,290.48
301	Capital Stock	-125,000.00	0.00	0.00	-125,000.00
302	Retained Earnings	-221,543.37	0.00	0.00	-221,543.37
401	Sales - Finished Wheels	-407,789.05	0.00	0.00	-407,789.05
402	Sales - UnFinished Wheels	-328,987.15	0.00	0.00	-328,987.15
403	Sales - Accessories	-45,678.12	0.00	0.00	-45,678.12
404	Interest - Money Market	-4,985.66	0.00	0.00	-4,985.66
501	Purchases - UnFinished Wheels	299,807.26	0.00	0.00	299,807.26
502	Purchases - Accessories	58,785.44	0.00	0.00	58,785.44
503	Salaries - COGS	124,876.38	0.00	0.00	124,876.38
504	Supplies - COGS	3,865.78	0.00	0.00	3,865.78
505	Depreciation - Equipment	9,997.61	0.00	0.00	9,997.61
506	Depreciation - Trucks	7,257.63	0.00	0.00	7,257.63
507	Rent - Shop	2,000.00	0.00	0.00	2,000.00
Totals		0.00	0.00	0.00	0.00

Adjusting Columns

The columns on the Visual Trial Balance can be adjusted by clicking on the line between the column headers and dragging the column to the desired length. These settings will save automatically and will be restored when you reopen the screen. The default column lengths can be restored by clicking the Reset toolbar button.

ABC Custom Wheels, Inc. - 12/31/2009 - Visual Trial Balance

File Edit Help

Accounts Journal Entries **Reset** Print Home

1. Income Taxes (TX)

Show comparative data? 12/31/2009

Contains? Starts with?

Account #	Account Name	Trial Balance	Journal Entries	Adj. Trial Balance	
101	Cash - Checking	85,498.33	0.00	85,498.33	
102	Cash - Money Market	105,358.11	0.00	105,358.11	
111	Accounts Receivable	186,512.36	0.00	186,512.36	
112	Due from Employees	1,245.44	0.00	1,245.44	
154	Trucks - Accum Depr.	-21,122.85	0.00	-21,122.85	
155	Office Equipment	30,181.11	0.00	30,181.11	
156	Office Equipment - Accum Depr	-10,111.26	0.00	-10,111.26	
201	Accounts Payable	-13,360.01	0.00	-13,360.01	
202	Withholding Taxes Payable	-2,456.79	-25.55	-2,482.34	
203	Sales Taxes Payable	-383.22	0.00	-383.22	
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211	Note Payable to Bank	-124,576.76	6,286.28	-118,290.48	
301	Capital Stock	-125,000.00	0.00	-125,000.00	
302	Retained Earnings	-221,543.37	0.00	-221,543.37	
401	Sales - Finished Wheels	-407,789.05	0.00	-407,789.05	
121	Inventory - Finished Wheels	69,852.47	380.81	70,233.28	
122	Inventory - UnFinished Wheels	43,651.25	0.00	43,651.25	
123	Inventory - Accessories	14,652.33	0.00	14,652.33	
151	Equipment	76,544.22	0.00	76,544.22	
152	Equipment - Accum Depr	-27,126.26	0.00	-27,126.26	
153	Trucks	48,625.92	0.00	48,625.92	
402	Sales - UnFinished Wheels	-328,987.15	0.00	-328,987.15	
403	Sales - Accessories	-45,678.12	0.00	-45,678.12	
404	Interest - Money Market	-4,985.66	0.00	-4,985.66	
501	Purchases - UnFinished Wheels	299,807.26	0.00	299,807.26	
502	Purchases - Accessories	58,785.44	0.00	58,785.44	
508	Purchases - Inventory Change	0.00	-380.81	-380.81	
503	Salaries - COGS	124,876.38	0.00	124,876.38	
504	Supplies - COGS	3,865.78	0.00	3,865.78	
505	Depreciation - Equipment	9,997.61	0.00	9,997.61	
506	Depreciation - Trucks	7,257.63	0.00	7,257.63	
507	Rent - Shop	3,000.00	0.00	3,000.00	
601	Salaries	89,765.22	0.00	89,765.22	
602	Office Expense	8,766.01	0.00	8,766.01	
43 of 43 accounts		- Profit / + Loss	291,348.03	-355.26	290,992.77

[How To...?](#)