

PREPARING THE FINANCIAL STATEMENTS: THE YEAR-END CLOSING PROCESS



LEARNING OBJECTIVES

- Know the eight classes and the codification used in the French PCG
- Understand what is meant by the “summary documents” making up the financial statements and their model formats
- Know the different balance sheet accounts and management operating accounts
- Know how to account for the balance sheet accounts and management operating accounts

A WORD FROM THE AUTHOR – Franck NICOLAS

« All companies record their day-to-day accounting transactions gradually throughout the financial year, on the day they take place. These day-to-day transactions are then summarised in the trial balance. At the year end, the company must present summary documents relating to the year that has just ended (namely balance sheet, income statement and notes to the accounts). However, these summary documents are not created solely from the trial balance. At the year end, the accountant* needs to ensure that the account balances that will be used to prepare the balance sheet truthfully represent the underlying transactions and accurately reflect the company's net worth at the end of the period.»

*The word accountant is used here in the broad sense: it refers to any person responsible for preparing the summary documents (independent chartered accountant, the company's chief accountant, etc.).

Level

Initiation

Intermediate

4
Modules

2H

MODULES

M241 – THE SUMMARY DOCUMENTS AND THE PCG

Chapters

- Codification of PCG accounts
- The summary documents

Quiz

M242 – BALANCE SHEET ACCOUNTS

Chapters

- Tangible and intangible fixed assets
- Non-current financial assets or portfolio investment securities
- Stock and work in progress
- Accounts receivable and payable: customers and suppliers
- Bank account adjustments

Quiz

M243 – MANAGEMENT OPERATING ACCOUNTS

Chapter

- Linking management operating accounts to a financial period

Quiz