

## STUDENT WORKSHEETS

## PART I – CHECKBOOK RECONCILIATION

**Directions:** Record checks, record a bankcard payment, and record an ATM transaction, and record deposits in the checkbook. Include the date, description, amount of each entry, and calculate the balance daily.

- September 29: \$534.63 is your starting balance in your checkbook.  
 September 30: You spent \$345.83 at Kroger for groceries.  
 October 1: You earned \$1,534.63 at your job.  
 October 1: You spend \$680.00 for rent.  
 October 2: You take \$60 from the ATM.  
 October 3: You pay for cable to Xfinity for \$225.67.  
 October 4: You spend \$189.62 at Nike.  
 October 5: You pay \$151.97 for your phone bill to AT&T.  
 October 8: You pay \$328.19 for your car payment.  
 October 8: You spend \$26.84 at Olive Garden.  
 October 9: You earn \$50.00 for raking leaves.  
 October 10: You pay \$63.26 for your credit card bill.  
 October 12: You spend \$9.67 at McDonalds for food.  
 October 14: You earned \$1,534.64 at your job.  
 October 16: You pay for your car insurance to State Farm for \$160.22.  
 October 16: You spend \$189.51 at Belle Tire for two new tires.  
 October 18: You spend \$61.22 for gas at Speedway.

DATE	DESCRIPTION	TRANSACTION AMOUNT (-)	DEPOSIT AMOUNT (+)	BALANCE
9/29	Starting balance		\$534.63	\$534.63
9/30	Kroger Groceries	\$345.83		\$188.80
10/1	Job earned		\$1,534.63	\$1,723.43
10/1	Rent paid	\$680.00		\$1,043.43
10/2	ATM pulled	\$60.00		\$983.43
10/3	Cable paid	\$225.67		\$757.76
10/4	Spent at Nike	\$189.62		\$568.14
10/5	Phone Bill	\$151.97		\$416.17
10/8	Car Payment	\$328.19		\$87.98
10/8	Olive Garden	\$26.84		\$61.14
10/9	Raking Leaves		\$50.00	\$111.14
10/10	Credit Card Bill	\$63.26		\$47.88
10/12	McDonald's	\$9.67		\$38.21
10/14	Job earned	\$1,534.64		\$1,572.85
10/16	Car insurance	\$160.22		\$1,412.63
10/16	Belle Tire tires	\$189.51		\$1,223.12
10/18	Gas at Speedway	\$61.22		\$1,161.90

PART II – CHECKBOOK QUESTIONS

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Please respond to each of the following questions.

1. What was your account balance on October 6?

My account balance on October 6 is \$406.17

2. You want to go to the movies on October 4. It will cost \$21.00 to go. Can you afford to go to the movies? What will your account balance be on October 4 if you do go to the movies?

Yes, I can go to the movies on October 4. My account balance will be \$537.14

3. What was the account balance on October 15?

My account balance on October 15 is \$1562.45

4. What was the amount paid on October 5? Who was it paid to?

The amount paid on October 5 is \$151.97 paid to AT&T