

## 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.

$$\begin{array}{r}
 751.13 \\
 + 189.62 \\
 - 225.67 \\
 \hline
 757.76
 \end{array}$$

DATE	DESCRIPTION	TRANSACTION AMOUNT (-)	DEPOSIT AMOUNT (+)	BALANCE
9/29	Starting balance			\$534.63
9/30	Kroger groceries	\$345.83		\$188.80
10/1	Job earnings		\$1,534.63	\$1,723.43
10/1	Rent	\$680.00		\$1,043.43
10/2	ATM	\$60.00		\$983.43
10/3	Xfinity cable	\$225.67		\$757.76
10/4	Nike	\$189.62		\$568.14
10/5	bill AT&T	\$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	McDonalds	\$9.67		\$38.21
10/14	Job earnings		\$1,534.64	\$1,572.85
10/16	new tires	\$189.51		\$1,383.34
10/16	car insurance	\$160.22		\$1,223.12
10/18	gas	\$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?

916.17

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?

547.19

3. What was the account balance on October 15?

1,572.85

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

151.67 to AT&T