QuickBooks Guide

Step-by-Step Instructions

Problem 13-9 Recording and Posting Payroll Transactions

INSTRUCTIONS

Begin a Session

Step 1 Restore the Problem 13-9.QBB file.

Work the Accounting Problem

- **Step 2** Review the payroll information provided in your textbook.
- **Step 3** Record the transactions using 2015 as the year.



To complete this problem, use American Insurance Company to pay the insurance, Far West Bank to deposit the payroll taxes and pay the bonds, and Payroll for the payment of payroll.

Prepare a Report and Proof Your Work

- **Step 4** Print a Journal report and a General Ledger report.
- **Step 5** Proof your work.

Analyze Your Work

Step 6 Complete the Analyze activity.

End the Session

Step 7 It is recommended that you back up you work for this session.

How do you print W-2s on preprinted forms in QuickBooks? Record your answer on a separate sheet of paper.



FAQs

Can you print a Federal Tax Deposit-Form 8109 using the QuickBooks software?

No, QuickBooks does not include a Federal Tax Deposit-Form 8109 report. You must manually prepare this form when you submit a payroll tax deposit.