

PROJECT 12 DOMINIC CONSULTING

To complete this project, download the Chapter 12 Go Digital Reports Excel template at www.My-QuickBooks.com.

Using your company file from Project 9 for Dominic Consulting, complete the following. (If you experience issues with your file, contact your instructor for a data file.)

1. Download the Chapter 12 Go Digital Reports Excel template. Save the Excel file using the file name: **YourLastName FirstName CH 12**.
2. Update Company Name to include **YourName Project 12**.
3. Create a Profit and Loss budget for the year 2021.
 - Enter the following budget items and amounts for January 2021.

Account No.	Account	January 2021 Budget Amount
47900	Sales	\$4,370.00
64900	Office Supplies (Expense)	\$300.00
67100	Rent Expense	\$800.00

- Use a 2% monthly increase for each budget item.
 - Enable compounding.
4. Using your saved Chapter 12 Excel template, export to **Excel** the Profit and Loss Budget Overview report for 2021.
 5. Mark the report completed on the 12 REPORTS sheet. Save your Excel file.
 6. Save a .QBB backup of your work.



PROJECT 12 QUICK CHECK

NAME:

INSTRUCTIONS:

1. CHECK OFF THE ITEMS YOU COMPLETED.
2. ATTACH THIS PAGE TO YOUR PRINTOUTS.

PROJECT 12

* P&L Budget



Ask your instructor if you should Go Digital (Excel* or PDF) or use paper printouts.