



Accounting Policies and Procedures Manual: A Blueprint for Running an Effective and Efficient Department

Steven M. Bragg

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Now in a fifth edition, *Accounting Policies and Procedures Manual: A Blueprint for Running an Effective and Efficient Department* is a how-to guide on creating an effective and efficient accounting department policies and procedures manual.

Written by Steven Bragg, the foremost authority in accounting and controllership issues, the new edition includes:

- A new, complimentary Web site providing readers with the foundation for creating or enhancing their accounting department policies and procedures manual
- More coverage of accounting procedures including inventory, billing, cash receipts, pricing, order entry, credit, collections, sales returns, capital budgeting, cash forecasting, payroll, and closing the books

Accounting Policies and Procedures Manual is the tool every accounting department needs to regularize and systematize its procedures to match the best in the industry.



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