How accounting software helps a business

Complete the crossword puzzle. [10 marks]

Choose your answers from the words in this box:

<table>
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<tr>
<th>tutorials</th>
<th>immediate</th>
<th>journals</th>
<th>income statement</th>
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<tbody>
<tr>
<td>payroll</td>
<td>VAT</td>
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<td>cash flow</td>
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<tr>
<td>training</td>
<td></td>
<td>year-end</td>
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Across
1. This keeps the owner fully informed of the business’s situation at all times.
5. It is also important that accounting software be able to handle _______ calculations.
6. The program will generate _______ statements. (2 words)
7. You use accounting software to draw up _______ and ledgers.
8. It might be worthwhile to budget extra for _______ and support when buying your accounting package.
9. It allows the business owner access to his or her accounts, files and transactions.
10. Software packages usually offer _______ so that you can train yourself.

Down
2. One of the features of an accounting program is that it will calculate an _______. (2 words)
3. Accounting software can help avoid _______ problems by drawing up cash budgets and making projections (2 words)
4. Accounting software can also help you control your _______ if you have several employees.
## Suggested Solutions

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<td>1</td>
<td>10</td>
<td>![Crossword Puzzle Solution]</td>
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![Crossword Puzzle Solution](https://via.placeholder.com/150)