# CHECKING ACCOUNT AND DEBIT CARD SIMULATION

# STUDENT ASSESSMENT ANSWER KEY

**INTRODUCTORY LEVEL** 







## **DIRECTIONS**

#### Step One:

View Sally Smith's monthly transactions described below and complete all necessary transactions using the information on pages 3-10.

- <u>September 2</u> Endorse Sally's September paycheck for \$154.01 from "Piggly Wiggly" with a blank endorsement and complete the deposit slip.
- September 4 Record a debit card transaction for \$15.78 at "Gas 'N' Go" for fuel in the check register.
- September 6 Write check #501 to "The Pizza Place" for pizza for \$9.50 and record in the check register.
- September 10 Write check #502 to "George's Fast Food" for food for \$3.99 and record in the check register.
- September 13 Record ATM transaction for \$20.00 cash in the check register.
- <u>September 15</u>-Record a debit card transaction at "Gas 'N' Go" for fuel for \$16.92 in the check register.
- September 18 Write check #503 for a video rental at "The Main Video" for \$5.00 and record in the check register.
- September 23 Endorse the birthday gift check for \$40.00 from Paula Smith with a restricted endorsement into bank account 123456789 and complete the deposit slip.
- September 27 Record a debit card transaction in the check register for dinner at "JR's Café" for \$12.50.
- September 29 Record a debit card transaction in the check register for purchasing food at "Super Mart" for \$14.75.
- <u>September 30</u>-Write check #504 for \$30.00 to "Student Activities" to pay for an activity ticket and record in the check register.

#### Step Two:

Reconcile Sally's September bank statement using her completed check register and information on page 9 and 10.

#### Step Three:

Answer all review questions on page 11 and 12.





1234

 Piggly Wiggly
 93-456-9540

 Main Street
 45086244786

 Yourtown, MT 55555
 Date

 September 2, 2006

Pay to the

SALLY SMITH

\$154.01

#### ONE HUNDRED FIFTY-FOUR AND 01/100

Dollars

Guardian Angel Banking 423 South 15th Yourtown, MT 55555

Mema SEPTEMBER PAYCHECK

Pigaly Wiggly

0123456789: 0987654321: 1234

Figgly Wiggly Fay Period 8/1/2006-8/31/200					1 2006-8 31 2006
Employee	SSN		Check	#	Check Amount
Smith, Sally	000-00-0000		1234		\$154.01
Employee Address	Pay Type-	Deduction	ıs	Current	Year-to-date
500 Great Street	Gross Pay				
Yourtown, MT 55555	\$180.00	Federal Withhol	ding	\$7.50	\$120.00
		State Withholdi	ng	\$4.72	\$75.52
Hours Worked		Social Security		\$11.16	\$178.56
30.00		Medicare		\$2.61	\$41.76
Hourly Rate					
\$6.00		Totals	•	\$25.99	\$415.84

DO NOT WRITE STAMP OR SIGN BELOW THIS LINE RESERVED FOR FINANCIAL INSTITUTION USE	Endorse Here
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#### Deposit Slip

93-456-9540

Sally Smith 500 Great Street Yourtown, MT 55555

Date September 2, 2006

DEPOSITS

Sally Smith
SIGN HERE FOR CASH RECEIVED

Guardian Angel Banking 423 South 15th Yourtown, MT 55555

0123456789 : 1234567890 "

CASH	Dollars	Cents
CHECKS List Singly		
Piggly Wiggly #1234	154	01
Total From Other Side		
SUBTOTAL	154	01
* Less Cash Received		
NET DEPOSIT	\$154	01

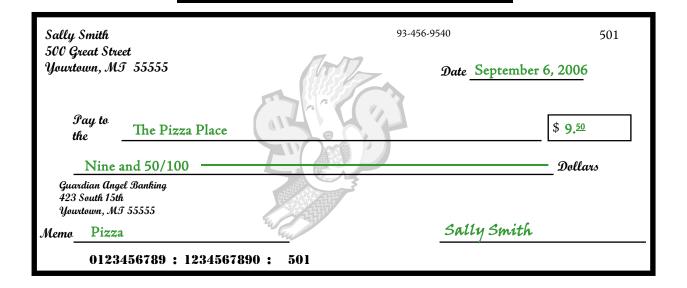


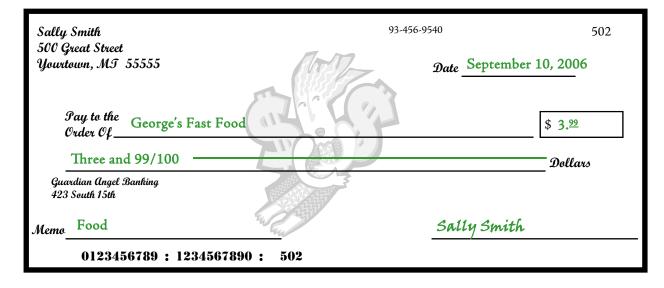
#### **DEBIT CARD RECEIPT**

September 4, 2006

Gas 'N' Go \$15.78

Thank You For Your Business!







## ATM RECEIPT

September 13, 2006

Machine Location: Guardian Angel Bank

423 South 15th

Yourtown, MT 55555

Cash Withdraw from Checking Account \$20.00

#### **DEBIT CARD RECEIPT**

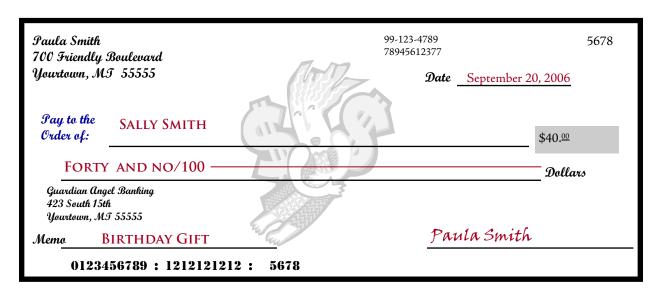
September 15, 2006

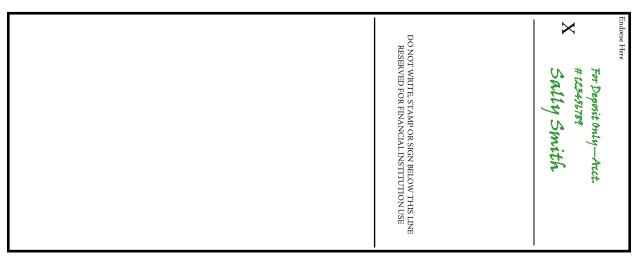
Gas 'N' Go \$16.92

Thank You For Your Business!

Sally Smith 500 Great Street	93-45	6-9540	503
Yourtown, MT 55555	Assilt.	Date September	18, 2006
Pay to the The Main Video			\$ 5,00
Five and no/100			Dollars
Guardian Angel Banking 423 South 15th			
Memo_ Video Rental	En Carlotte	Sally Smith	
0123456789 ; 1234567	B90 : 503	,	













#### **DEBIT CARD RECEIPT**

September 27, 2006

JR's Cafe \$12.50

Thank You For Your Business!

## **DEBIT CARD RECEIPT**

September 19, 2006

Super Mart \$14.75

Thank You For Your Business!

Sally Smith	93-45	56-9540	504
500 Great Street Yourtown, MT 55555		Date September	30, 2006
Pay to the Order Of	s		\$ 30.00
Thirty and no/100			Dollars
Guardian Angel Banking 423 South 15th			
Memo_ Activity Ticket	En Car	Sally Smith	
0123456789 : 12345678	90 : 504	,	



Date	Number	Description of Trans-	Payment/I	Dевіт	Deposit/C (+)	REDIT	√	Fee (If	Balano	CE
					(1)		T	Any)	\$100.0	00
9/2	DEP	Deposit			154	01			154	01
		September Paycheck							254	01
9/4	DC	Gas 'N' Go	15	78					15	78
		fuel							238	23
9/6	501	The Pizza Place	9	50					9	50
		pizza							228	73
9/10	502	George's Fast Food	3	99			V		3	99
		food					·		224	74
9/13	ATM	Cash	20	00			V		20	00
		cash							204	74
9/15	DC	Gas 'N' Go	16	92			V		16	92
		fuel							187	82
9/18	503	The Main Video	5	00			J		5	00
		video rental					٧		182	82
9/23	DEP	Deposit			40	00	V		40	00
		Birthday gift					Ť		222	82
9/27	DC	JR's Cafe	12	50			1		12	50
		dinner					٧		210	32
9/29	DC	Super Mart	14	75					14	75
		food							195	57
9/30	504	Student Activities	30	00					30	00
		Activity ticket							165	57



Guardian Angel Banking 423 South 15TH Yourtown, MT 55555



STATEMENT FOR: Sally Smith 500 Great Street Yourtown, MT 55555

## This Statement Covers: 9/1/06 through 9/30/06

Total Deposi Total Withda	\$100.00 \$194.01 + \$ 83.69 -	
Date PostedTransaction9/3Deposit at South 15th Branch9/25Deposit at South 15th Branch		<u>Amount</u> \$154.01 \$ 40.00
Total Deposi	its	\$194.01
9/9 9/11 9/14 ATM 9/16 Debit 9/19 9/28 Debit	501 502 Cash Card Gas 'N' Go 503 Card JR's Café	Amount \$ 15.78 \$ 9.50 \$ 3.99 \$ 20.00 \$ 16.92 \$ 5.00 \$ 12.50
	Total Deposition Total Withder New Balance  Date Posted 9/3 9/25  Total Deposition Date Posted 9/5 Debit 9/9 9/11 9/14 ATM 9/16 Debit 9/19 9/28 Debit 9/28 Debit	9/3 Deposit at South 15th Branch 9/25 Deposit at South 15th Branch  Total Deposits   Date Posted Gas 'N' Go 9/9 501 9/11 502 9/14 ATM Cash 9/16 Debit Card Gas 'N' Go 9/19 503





# RECONCILING A CHECKING ACCOUNT

Withdrawals Outstanding			
Number	er Amount		
DC	14	75	
504	30	00	
Total	44	75	

Deposits Outstanding			
Date	e Amount		
Total	0	00	

ENTER Bank Statement Balance	\$ <u>210.32</u>
ADD (+) Outstanding Deposits SUBTOTAL (=)	\$\frac{0.00}{210.32}
SUBTRACT (-) Outstanding Withdrawals	\$
CALCULATE (=) Total should be the same as the checkbook register	165.57 \$



# REVIEW QUESTIONS

1. Describe what is written on the back of a deposit slip.

Checks to be deposited. Checks are listed with the check number and the individual's name whom the check is from. Calculate the total of all checks listed on the back, write in the total row and transfer the total amount to the front side of the deposit slip.

2. When signing a check, why should an individual sign his/her name in cursive writing?

A signature in cursive writing is more difficult to copy. This helps protect the account holder from others fraudulently copying their signature to write checks out of their checking account.



3. Why is it important to record all transactions in the check register?

In order to keep an accurate record of money spent and deposited, all transactions including deposits, checks, ATM/debit card transactions, and additional bank fees need to be recorded immediately after the transaction is complete.

4. Why would transactions completed on the last day of the month be "outstanding" on the bank statement?

Transactions may occur between the time the bank statements were prepared, mailed and delivered to the account holder.

5. What is the most difficult step in reconciling a checking account?

Answers will vary.





