

- 1-2-3 +CASH (c) 1983 Computer Software Consultants, Inc.

- <KEYSTROKE PROGRAMS>-----

INSERT - inserts line for new check

-{Alt}I {goto}CHECK~{down}/wir~{up}/C.{end} {right} {right}~{down}~

- {edit}+1 {calc}~{right} {right}'~/c#CL~~

- <INSTRUCTIONS>-----

<USE PGUP and PGDN KEYS>-

To initialize this system:

Type over the sample data with your own, i.e.:

1. Give each of your Recurring Expenses an "ID" (abbreviation)
2. Add, Delete, and change the "CODES" as desired.  
Note that you can specify a budget for each item.
3. Replace the sample checks with your own.

{Alt} I to insert new checks.

You can insert or delete rows /wir as needed EXCEPT:

-DO NOT- --DELETE DASHED ROWS /wdr OR INSERT /wir ON TOP CHECK ROW --

Usage Notes:

1. You can change any data at any time to correct mistakes, play "what if", etc.
2. To "blank" a data item, just enter a single quote ' in the cell. Range erase leaves an "empty cell" not a "blank cell".
3. You can easily keep multiple checkbooks by just giving each a different range of check numbers.
4. A "checkbook" could be any cash account you desire, e.g. a "sales receipts journal"
5. Split the screen for easy reference to ITEM numbers.

<CRITERIA RANGE FOR CHECK, CODE, AND ID SELECTION>-

-	-CHECK-	CODE	ID
-	1	0	0

- <RECURRING EXPENSES>-----

NOTES	ID	CODE	PAYMENT	PAYEE
Rent	RA		122	\$435.00Robert Adler
Visa	MM		200	Marine Midlan
	FC		200	First City Visa
	NYE		131	New York Stat
	PEP		26	\$18.00PEP Parking
	NYT		132	New York Tele
Sec.	MC		19	Mary Collato
Sec.	BM		19	Betsy Michael
	AI		116	\$45.00Allstate Insur
	USP		20	U.S. Postal Ser
Not enough!	P		19	-\$538.60Bi-Weekly Pay
Too much!	A			\$278.80Auto loan

-<CODES keyed to Schedule C line numbers>-

CODE	COUNT	UDGET for itemcode
2.2	7	PURCHASES
6	2	\$3000.00ADVERTISIN
8	0	BANK SERVI
12.1	1	FIXTURES
13	0	\$500.00DUES, PUBLI
16	0	\$200.00INSURANCE
19	2	\$1600.00PROFESSION
20	3	\$500.00OFFICE SUPP
22	0	RENT
23	0	REPAIRS
30	1	OTHER
30.1	0	ELECTRIC
30.2	0	\$500.00TELEPHONE
30.3	0	\$650.00COMPUTER S
30.4	0	\$4200.00INVESTMENT
30.5	0	\$750.00COMPUTER S
30.6	0	\$300.00PRINT AND C
--#chks: 41	Other: 27	\$12200.00TOTAL BUDG

-INSTRUCTIONS: {Alt}I for new check; do not insert/delete rows with"--"-

Enter Name in ID column, then {QUERY} for recurring payment

Enter a number 1 in ID column to reconcile checkbook

Enter despositas as "negative payments"

Change numbers in SELECT area and hit {CALC}

	SELECT:	GRANDTOTAL:	-\$716.09	OVERDRAWN
CODE	16	CODE TOTAL-all-:	\$200.00	FALSE
MAXCHECK	9999	CHECK BALANCE:	-\$716.09	FALSE
MINCHECK	1	BANK BALANCE:	\$2134.94	TRUE

ITEM#or -CHECK-	DATE	ID	CODE	PAYMENT	PAYEE
1048	1 October	--	Enter Checks	HERE	{Alt} I for next check --
1033.1	1 October			-\$4350.00	DEPOSIT - fro
1044	6 October	1	19	-\$536.80	Bi-Weekly Pay
1033	1 October		16	\$200.00	Furlong Agenc
1032	1 October	BM	19	\$82.00	Betsy Michaels
1031	1 October	RA	122	\$435.00	Robert Adler
1030	27 September		13	\$36.00	Inc. Magazine
1030.1	27 September			\$50.00	CASH - machi
1029	27 September	BM	19	\$196.00	Betsy Michaels
1028	27 September	MC	19	\$180.00	Mary Collato
107.5	27 September	1	200	\$500.00	Marine Midlan
107	26 September	1	30.5	\$557.00	SoftWord
1026	21 September	1		100	CASH
1027	21 September		6	300	Market Analys
1025	21 September		13	19.97	MicroSystems
1026	21 September	1		\$100.00	CASH
105	20 September	1	30.3	\$463.47	MISCO
106	20 September	1	30.4	\$3475.39	SEARS compu
1024	15 September	1	13	\$19.97	Tech Journal
104.5	14 September	1		-\$1000.00	CASH DEPOS
1023	14 September	1		\$100.00	CASH
1020	14 September	1	30.6	\$29.00	Budget Print
1019	12 September	1	30.4	\$722.25	COMPUTER I
101	9 September	1	19	\$154.00	Susan Ruscian
1016	9 September	1	20	\$2.21	U.S. POSTAL

1018	9 September	1	12.1	\$187.25	Vikki V.
1017	9 September	1		\$100.00	CASH
1015	7 September	1	30.6	\$75.97	BUDGET PRI
1013	7 September	1	20	\$20.00	U.S. POSTAL
1014	7 September	1	26	\$18.00	PEP Parking
1012	7 September	1	20	\$32.00	U.S. POSTAL
1011	6 September	1	19	\$5.00	Department of
1008	1 September	1	30.6	\$42.80	BUDGET PRI
999.2	31 August	1		-\$2360.47	DEPOSITS 8/3
999.1	31 August	1		-\$2279.21	BEGINNING I
1004	30 August	1	200	\$808.64	Marine Midlan
999	30 August	1		\$10.58	GRAND UNIC
1007	30 August	1		\$50.00	CASH
1003	30 August	1	200	\$622.23	Chase Manhatt
1002	30 August	1	30.2	\$51.47	New York Tele
1006	30 August	1	116	\$45.65	Allstate Insuraf
1001	30 August	1	30.1	\$18.54	New York Stat

--<END OF CHECK>--      -- Enter Checks HERE      {Alt} I for next check --

Release 1.22

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d Consumer Credit

e Electric & Gas

phone

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nce Co.

vice

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resale

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CE CHARGE

CATIONS

AL SERVICES

LIES/postage

SUPPLIES

COMPUTER SYSTEM

SOFTWARE

COPYING

JET -

N%BUDGET ---

100.00% ---

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YEAR 1983

NOTE-

m savings

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d Consumer Credit

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ter,printer

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RESOURCES CENTER printer

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SERVICE

NT CENTER - order forms  
SERVICE

SERVICE  
State - N.Y.  
NT CENTER  
1-9/22  
BALANCE  
d Consumer Credit  
DN

an Bank  
phone  
ice Co.  
e Electric & Gas