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Figure 1. Schematic diagram of the structure.











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THE
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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income.

The second part of the document provides a detailed breakdown of the company's assets and liabilities. It lists all fixed assets, such as property, plant, and equipment, and current assets, including cash, accounts receivable, and inventory. Similarly, it details all liabilities, both long-term and short-term.

The third part of the document presents the company's income statement for the period. It shows the total revenue generated, the cost of goods sold, and the resulting gross profit. It also details operating expenses and other income or losses, leading to the final net income for the period.

The fourth part of the document discusses the company's cash flow statement. It tracks the changes in cash and cash equivalents over the period, categorized into operating activities, investing activities, and financing activities. This provides insight into the company's liquidity and its ability to generate cash from its operations.

Finally, the document concludes with a summary of the company's financial performance and a statement of management's responsibility for the accuracy of the financial statements. It also includes a section for the auditor's report, which provides an independent opinion on the financial statements.



