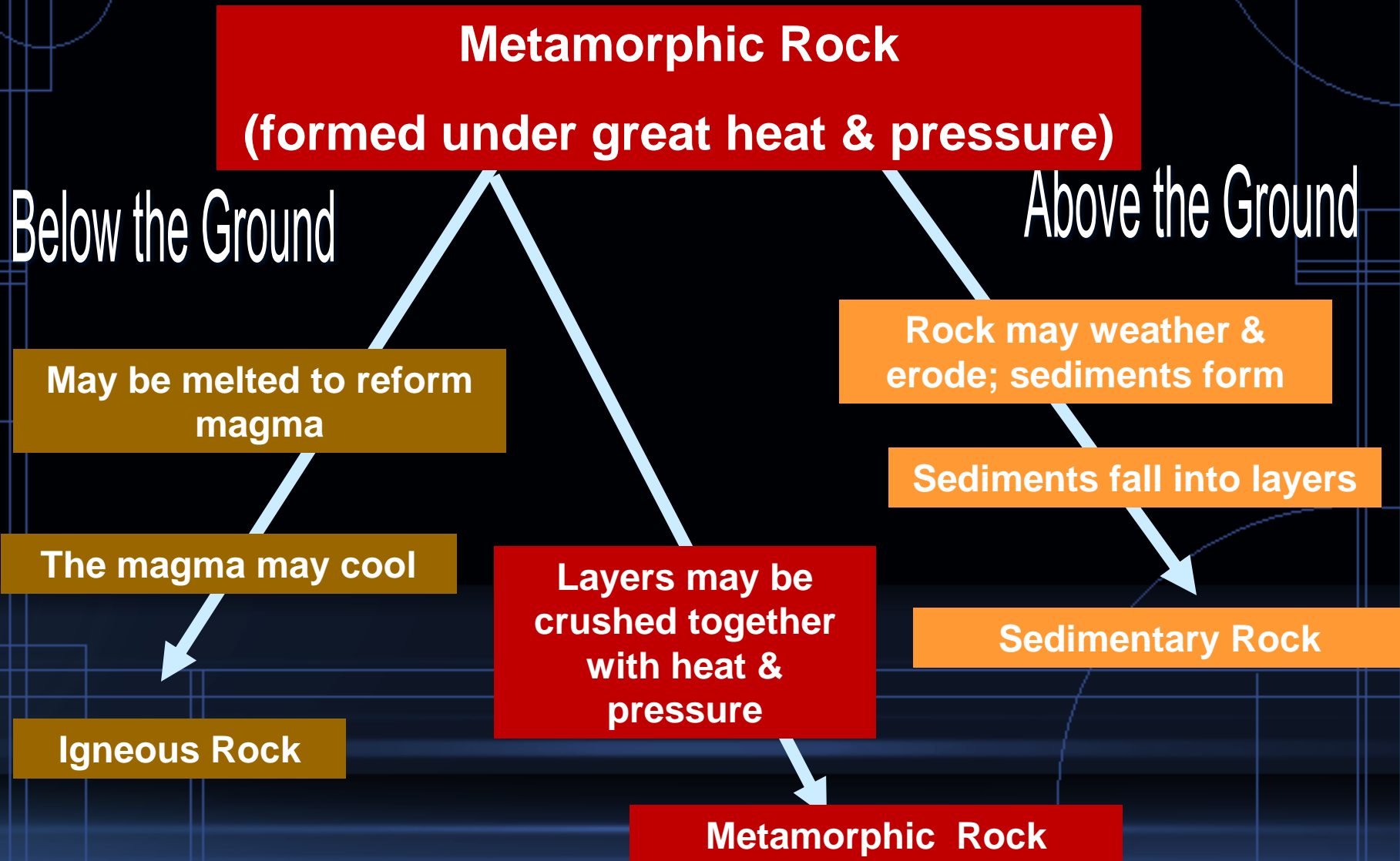


Predicting the Rock Cycle



Beginning With Metamorphic Rock



Beginning With Sedimentary Rock

Sedimentary Rock (formed when layers of sediment are cemented together)

Below the Ground

Above the Ground

May be melted to reform magma

Rock may weather & erode; sediments form

The magma may cool

Sediments fall into layers

Layers may be crushed together with heat & pressure

Sedimentary Rock

Igneous Rock

Metamorphic Rock

Beginning With Igneous Rock

Igneous Rock (formed when magma & lava cools & crystallizes)

Below the Ground

Above the Ground

May be melted to reform magma

Rock may weather & erode; sediments form

The magma may cool

Sediments fall into layers

May be crushed together with heat & pressure

Sedimentary Rock

Igneous Rock

Metamorphic Rock

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, income, and transfers between accounts.

Next, the document outlines the process of reconciling bank statements with the company's internal records. This involves comparing the bank's record of transactions with the company's ledger to identify any discrepancies. Common reasons for these differences include timing differences, such as deposits in transit or outstanding checks, as well as errors in recording or bank charges.

The document then provides a detailed explanation of how to handle these discrepancies. It suggests starting with the most recent transactions and working backwards to identify the source of the error. Once identified, the necessary adjustments should be made to the company's records to bring them in line with the bank's statement.

Finally, the document stresses the importance of regular reconciliation. It recommends performing this task at least once a month to catch any errors early and prevent them from accumulating. This practice not only helps in maintaining accurate financial records but also provides a clear picture of the company's financial health at any given time.