



PILOT ASSESSMENT BLUEPRINT
Accounting (1183)
Skill-Based (Performance)

Job Description	Schedule of Accounts Receivable and Trial Balance Participant will use the provided Lawns Landscaping, Inc., ledger accounts and worksheets to prepare a Schedule of Accounts Receivable and a Trial Balance.
Administration Time	20 minutes
Equipment, Supplies, and Materials Required	<ul style="list-style-type: none">• A computer workstation with spreadsheet software that will open Microsoft Excel® documents• Accounting worksheets (provided to the Site Coordinator on the Client Services Center)• Pencils• Scratch paper• Non-programmable calculator or 10-key business calculator