

# Milestone 12: Financial Reports

## Activity 2: Balance Sheet

The screenshot displays the Zoho Books interface for a Balance Sheet report. The report is titled "Bright ideas consulting Balance Sheet" and is based on the Accrual basis, as of 30/04/2023. The interface includes a search bar, navigation icons, and a sidebar. The main content area shows a table with the following data:

ACCOUNT	TOTAL
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash</b>	
Petty Cash	5,000.00
<b>Total for Cash</b>	5,000.00

The interface also includes buttons for "Collapse all", "Expand All", "Add Temporary Note", "Schedule Report", and "Export As". The bottom of the screen shows the Windows taskbar with the date 06-10-2023 and time 18:15.