**Spreadsheet Methods Project 50%**

**Design Phase**

**10 Common Uses For Spreadsheets**

**Preparation of Annual Accounts in Businesses**

* Trading Profit and Loss Accounts
* Balance Sheet
* Cash Flow Statements

**Preparation of Budgets**

* Household budgets
* Cash Budgets
* Projections

**Preparation of Business Documents**

* Invoices
* Quotations
* Statements

**Wages Calculation**

* Tax Deduction Sheets
* Gross Pay Calculation
* Net Pay Calculation (Take home Pay)

**Education Grade Calculation**

* Adding Marks
* Calculation of Percentages
* Transfer of Percentages to Grades

• A concise description of the problem and a proposed solution identifying a source of data.

My business needs to be able to predict its Cash Flow requirements and its cash flow surpluses

For a financial period.

I propose to use design a cash budget to satisfy this need.

The cash budget will breakdown the inflows and outflows of cash to the business.

It will calculate the nett cashflow negative or positive.

Finally it will show which months the business has cash surpluses or deficits.

Where are the numbers coming from.

• Min 10 Aims of the project clearly stated.