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QUESTION 1

Transactions are recorded in chronological order into books of original entry called:

- A. registers
- B. journals
- C. vouchers
- D. invoices

Correct Answer: B

QUESTION 2

The correct entry to record a payment of the employer's share of FICA tax is:

- A. Debit salary expense, credit tax withheld
- B. Debit payroll tax expense, credit cash
- C. Debit tax withheld, credit salary expense
- D. Debit cash, credit payroll tax expense

Correct Answer: B

QUESTION 3

Which of the following is an example of a system edit?

- A. A pop-up message alerts the user that a date entered is invalid
- B. Firewalls are in place to guard against unauthorized Internet users
- C. The system has a batch report writer
- D. Step-by-step procedures are followed by the payroll specialist

Correct Answer: A

QUESTION 4

All of the following data elements are required to be maintained in the employee master file EXCEPT:

- A. birth date
- B. marital status



C. occupation

D. social security number

Correct Answer: B

QUESTION 5

Procedures governing employers\\ payment of wages by direct deposit are governed by:

A. SSA

B. INS

C. IRS

D. NACHA

Correct Answer: D

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