

## Accounting Project Ideas

No matter what industry you are in, any business field can benefit from utilizing interns to their fullest potential. One of the many myths about internships is that employers cannot find the time to delegate meaningful work to their interns. The reality is that through thoughtful organization, a great number of assignments and tasks can be given to interns to save employers both time and labor. Below is a list of responsibilities, or “real work,” that interns can do in the accounting field:

- General ledger journal entry processing
- Updating quarterly individual company financial statements.
- Bank reconciliation backup support
- Instate commercial deposit processing backup support
- Assist with the processing of general accounts payable, including verification of accounting codes, reconciliation to vendor statements, processing payments, and filing
- Enter accounts payable invoices in the accounting system
- Accounts payable invoice researching
- Accounts payable invoice inputting
- Cash receipt inputting
- Accounts receivable invoice inputting
- Timesheet compilation
- Check sorting
- Assist with invoice control procedures
- Month-end close
- Oversee/cross-check accounting and bookkeeping procedures
- Bookkeeping tasks
- Tax preparation assignments
- Prepare cash flow statements and reports
- Create, manage and analyze individual project budgets
- Review royalties statements
- Put together binders
- Review annual statements