

Accounting Terms Glossary

The essential vocabulary, in plain English — no jargon, no textbook definitions.

Accrual Accounting

Recording income and expenses when they're earned or incurred, not when cash actually changes hands.

Accounts Payable (AP)

Money your business owes to vendors or suppliers for goods/services already received.

Accounts Receivable (AR)

Money owed to your business by customers for goods/services already delivered.

Accrued Expense

An expense you've incurred but haven't paid or recorded an invoice for yet.

Asset

Anything the business owns that has value — cash, equipment, inventory, receivables.

Balance Sheet

A snapshot of assets, liabilities, and equity at one point in time.

Cash Flow

The actual movement of cash in and out of the business — different from profit.

Chart of Accounts

The master list of every account your business uses to categorize transactions.

COGS

Cost of Goods Sold — the direct cost of producing what you sold (materials, direct labor).

Credit

An entry that increases liabilities, equity, or revenue (or decreases assets/expenses).

Debit

An entry that increases assets or expenses (or decreases liabilities, equity, revenue).

Depreciation

Spreading the cost of a long-term asset over its useful life instead of expensing it all at once.

Equity

What's left for the owner(s) after subtracting liabilities from assets.

Expense

The cost of running the business — rent, payroll, marketing, utilities, and similar.

Fiscal Year

The 12-month period a business uses for financial reporting — doesn't have to match the calendar year.

Fixed Asset

A long-term physical asset like equipment, vehicles, or property, expected to last over a year.

GAAP

Generally Accepted Accounting Principles — the standard rules for financial reporting in the U.S.

General Ledger

The complete record of every account and every transaction in the business.

Gross Margin

Gross Profit divided by Revenue — how much you keep after direct costs.

Income Statement (P&L)

Reports revenue, expenses, and profit over a period of time.

Journal Entry

The record of a single transaction, showing which accounts were debited and credited.

Liability

Something the business owes — loans, credit cards, unpaid bills.

Net Income

Revenue minus all expenses — the bottom line, what the business actually kept.

Overhead

Ongoing operating costs not directly tied to producing a specific product or service.

Retained Earnings

Cumulative profit the business has kept (not distributed to owners) since it started.

Revenue

Money earned from selling goods or services, before any costs are subtracted.

Trial Balance

A report listing every account balance, used to confirm total debits equal total credits.

Working Capital

Current Assets minus Current Liabilities — a measure of short-term financial health.