(This entire first page can be deleted after you review the guidelines. Your paper should begin with the title page that follows.)

Review the Module Two Short Paper Guidelines and Rubric document to see how your paper will be scored.

Be sure to follow APA format when providing references. If you have questions on APA formatting, you can check the [Purdue OWL website](https://owl.english.purdue.edu/owl/section/2/10/) or seek help from the [SNHU Writing Lab](https://my.snhu.edu/offices/COCE/Tutoring/Pages/default.aspx).

**Notes on APA in a Formal Assignment**

* Use one-inch margins on all sides.
* Use 12-point Times New Roman font with double spacing.
* Paragraphs should be at least three to four sentences in length.
* Delete the headings for “Introduction” and “Conclusion” in the template. These headings are included below to help you lay out your paper. APA format assumes that the introduction begins the paper, the body continues the paper, and the conclusion wraps up the paper, so those headings are not needed.
* Indent the first line of every paragraph by 0.5”.
* Be careful not to use personal pronouns such as “I.”
* Make sure to delete headings such as Paragraph One, Paragraph Two, and so on.
* Be sure to replace all of the guidelines text in brackets with your own writing.

ACC 201 Module Two Short Paper: The Accounting Cycle

[Your Name]

Southern New Hampshire University

**Introduction (delete this heading in your final paper)**

[In your opening paragraph, very briefly introduce the purpose of your paper. Recall that you will be discussing the accounting cycle in keeping with the key terms of ***steps, outputs***, and ***importance***,as explained in your rubric instructions. Three or four sentences will be sufficient.]

**Paragraph One (delete this heading in your final paper)**

[Using your textbook and other provided course resources, identify the **steps** of the accounting cycle. Provide a description of each step in your own words, using specific examples.]

**Paragraph Two (delete this heading in your final paper)**

[Identify and describe the major **products** of the accounting cycle. Why are they important? Explain the purpose of each financial statement, including how they are interrelated. A minimum of five to six sentences is required to support your thoughts. Be specific in your answer and use examples to support your thoughts.]

**Paragraph Three (delete this heading in your final paper)**

[Defend the **importance** of the accounting cycle to a business. Specifically, Discuss why specific steps are necessary. Include in your discussion at least three different steps***.*** A minimum of five to six sentences is required to support your thoughts. Focus your thoughts on the role of each step, as discussed in the second paragraph, and what each step contributes to the overall accounting process.]

**Conclusion (delete this heading in your final paper)**

[The conclusion reminds the reader what your paper is about and allows you to make a final point without introducing new information. Three or four sentences will be sufficient.]

Reference

Warren, C.S., Reeve, J. M., & Duchac, J. (2017). *Corporate financial accounting* (14th ed.). Boston, MA: Cengage Learning.

[Make sure that you provide appropriate in-text citations in APA style, with the author’s name and year of publication (author last name, year). The textbook citation above is provided as an example of a References page citation, and it should be kept in the references section your paper. Feel free to add other resources. To add credibility to your paper, remember to cite **ALL** of the sources within the body of the paper, as well as in the References page at the end. References should be in alphabetical order by the author’s last name.]