Faculty of Economics and Business
UNIVERSITAS KLABAT

KLABAT Accounting Review (KAR)
Volume 5, No. 2, 123-135 (2024)
https://ejournal.unklab.ac.id/index.php/kar

Financial Statement Design at Aura Taylor Business in Talaud Islands Regency

Anggriani Injilia Essing[1*], Tinneke E. M. Sumual[2], Miryam P. Lontoh[3]

Article History:
Received May 8, 2024
Revised June 3, 2024
Accepted September 25, 2024
Published Online xxxx xx, xxxx

DOI:
10.60090/kar.v5i2.1120.123-135

Affiliation:
[1,2,3] Faculty of Economics and Business, Universitas Negeri Manado, Indonesia.

Correspondence:
* injiliaessing2342@gmail.com

Published by:
Faculty of Economics & Business
Universitas Klabat (UNKLAB)
Jl. Arnold Mononutu, Airmadidi – 95371, Indonesia | Phone: (0431) 891035 | Fax: (0431) 891036
Email: kar@unklab.ac.id

ISSN:
ISSN: 2721-723X
P-ISSN: 2722-7278

Abstract
This research aims to apply the Financial Accounting Standards for Micro, Small, and Medium Enterprises (SAK EMKM) and design financial statements for the Aura Taylor business using accounting software, specifically Microsoft Excel. The research utilizes a descriptive qualitative method, providing solutions regarding the use of Microsoft Excel software in preparing financial statements. The main instrument is the researchers themselves, with additional instruments including interview sheets and transaction documentation from the Aura Taylor business. This research shows that the entity has not yet applied the Financial Accounting Standards for Micro, Small, and Medium Enterprises. The financial recording process is still manual, consisting of cash receipts and cash disbursement records. The design of Aura Taylor's financial statements is created using functions, formulas, and menus in Microsoft Excel, forming a system comprising menus and submenus. The submenus include chart of accounts, general journal, ledger, worksheet, and financial statements which consist of the statement of financial position, income statement, and notes to the financial statements.

Keywords
Financial statement design, Microsoft Excel, SAK EMKM

INTRODUCTION

Both individual and organizational enterprises, are an integral part of the Indonesian economy, just like Micro, Small, and Medium Enterprises (MSMEs), which contribute significantly to the country's economic activities. MSMEs have proven capable of driving and boosting national economic growth. Job creation is one of the main contributions of MSMEs. According to data from the Kementerian Koperasi dan UKM, in 2019, Indonesia had 65.4 million MSMEs, which were able to employ 123,300 people. The increasing labor force participation in MSMEs will contribute to reducing the national unemployment rate (Tambunan, 2023).

Accounting processes consist of identifying, measuring, and reporting financial information so that the parties utilizing this information can evaluate and make appropriate decisions. MSMEs need accounting services because they play a crucial role in the growth of MSMEs. Business actors can use accounting to understand the financial condition of an entity, including its capital, debts, receivables, and assets. In addition, accounting serves as an informational tool and aids in decision-making (Aulia, 2021).

According to several research findings Pinasti (2007), small business managers in Indonesia generally lack the knowledge and experience needed to master and apply an appropriate financial accounting system, as they are inexperienced in the field of accounting. Small business owners may think that the accounting process is not very important in managing their company's financial reports (Kesek et al., 2021). This is a weakness of small businesses in Indonesia. In relation to this weakness, SAK EMKM were enacted by the Dewan Standar Akuntansi Keuangan (DSAK) on October 24, 2016, to facilitate the preparation of financial statements for MSMEs. Companies that are not listed on the stock exchange and whose financial statements are intended for external users such as creditors but have general purposes are considered entities without public accountability and are therefore eligible to use this standard.

To implement SAK EMKM, hardware such as computers and the assistance of accounting applications are required so that the entity's operational activities can run effectively and efficiently. One commonly used application that can be utilized in the preparation of financial statements is Microsoft Excel.

Microsoft Excel, as one of the software tools, can be used to easily prepare financial statements. Users will find this software easy to use because it can quickly, accurately, and efficiently implement formulas, functions, and accounting menus (Annisa, 2023). Accounting software like Microsoft Excel is considered inexpensive compared to other accounting software. However, even though the cost of Microsoft Excel accounting software is relatively low, creating an accounting application still requires manual programming using formulas, functions, and menus within Microsoft Excel (Daspit & D'souza, 2017; Kim et al., 2017).

Aura Taylor is a business engaged in tailoring services, established in November 2014. Located in Hagiazo, Melonguanne Timur Village, District Melonguanne, Talaud Islands Regency. Aura Taylor's business activities involve accepting clothing orders. Although Aura Taylor has been operating for nine years, its accounting records have not yet implemented the SAK EMKM. Aura Taylor has a high volume of transactions, which often leads to missed recordings. The Aura Taylor MSME still uses a manual system and does not use computers for its financial system, which increases the risk of recording errors, poor document archiving, and the loss of financial records due to the lack of duplicates, resulting in unreliable financial information. Given these issues at Aura Taylor, implementing fast, accurate, and precise accounting is crucial so that Aura Taylor can prepare financial statements according to MSME Accounting Standards, and understand its business performance, financial position, and profitability. This study aims to determine financial statements in accordance with the Financial Accounting Standards for Micro, Small, and Medium Enterprises and to design financial reports based on the Financial Accounting Standards using Microsoft Excel. Through this study, the entity can understand how to prepare financial statements based on the Financial Accounting Standards and the importance of Microsoft Excel software in financial reporting.

THEORETICAL FRAMEWORK

Accounting Information System (AIS)

An Accounting Information System (AIS) is a system for collecting, recording, storing, and processing data to provide information to interested parties (Romney & Steinbart, 2014). Businesses rely on AIS to provide financial data and information needed by both internal and external stakeholders to make informed decisions about their business, especially management (Rumengan et al., 2023).

Micro, Small, and Medium Enterprises (MSMEs)

MSMEs stand for Micro, Small, and Medium Enterprises. MSMEs are regulated by Law No. 20 of 2008 concerning MSMEs. The three categories of MSMEs are Micro Enterprises, Small Enterprises, and Medium Enterprises. A micro-enterprise is defined as a business owned by an individual, several individuals, or a business entity with criteria of having assets worth a maximum of IDR 50 million (excluding land and buildings) and an annual income of a maximum of IDR 300 million (Saselah, 2019). Aura Taylor MSME falls under the micro-enterprise category because it has assets of less than IDR 50 million, excluding land and buildings, and annual income of less than IDR 300 million.

Accounting

Accounting processes consists of identifying, measuring, and reporting financial information so that the parties utilizing that information can evaluate and make appropriate decisions. Accounting is the cycle of recording, collecting, summarizing, and detailing actions to correct data used by organizations (Sewa et al., 2021).

Accounting Cycle

The accounting process consists of the following activities: Creating and receiving transaction evidence, recording to the journal (daily book), posting to the general ledger, preparing the trial balance, adjusting entries, preparing a worksheet, preparing financial statements, creating closing entries, preparing a post-closing trial balance, and creating reversing entries.

Financial Statements

According to the Ikatan Akuntan Indonesia, as stated in Standar Akuntansi Keuangan No. 1, financial statements are a structured presentation of a company's financial position and performance. The purpose of financial reporting is to provide information about the company's financial condition, financial performance, and cash flows, which will assist most users in making economic decisions (Yuhaida, 2019).

SAK EMKM

SAK EMKM was enacted by the Dewan Standar Akuntansi Keuangan (DSAK) for use by micro, small, and medium enterprises. Micro, small, and medium enterprises are business entities that do not have significant public accountability as referred to in the Standar Akuntansi Keuangan Tanpa Akuntabilitas Publik (SAK ETAP), which is regulated by applicable laws in Indonesia for at least two consecutive years (Purnama, 2018).

Microsoft Excel

Microsoft Excel is a spreadsheet application within the Windows operating system that provides many useful features, including processing large amounts of data, calculating numbers, creating reports, making charts, generating graphs, and more. There are several additional features and commands that make it easier for users to solve various problems. According to Rarobong (2019), Microsoft Excel has many formulas. Below are Excel formulas commonly used in accounting and office work.

Symbol	Function
+	Addition
-	Subtraction
*	Multiplication
/	Division
%	Percentage

The functions used in Microsoft Excel are: VLOOKUP function, INDEX function, MATCH function, SUM function, IF function, IFERROR function, SUMIF function, COUNTA function, COUNTIF function, and Cell Absolute. The menus used in Microsoft Excel for accounting are: edit > copy menu and edit > paste menu, format > sheet > rename menu, formulas > define name menu, and hyperlink menu.

RESEARCH METHOD

This research uses a descriptive qualitative method. This qualitative research employs a descriptive approach to provide solutions regarding the use of Microsoft Excel software in the preparation of financial statements based on the SAK EMKM at Aura Taylor. The research was conducted at Aura Taylor MSME, Hagiazo, Melonguanne Timur Village, Melonguanne District, Talaud Islands Regency. The main instrument is the researcher, with additional instruments such as interview sheets and gadgets for documentation. The data sources used are primary data in the form of interview results with three informants: two employees of Aura Taylor and the owner of Aura Taylor, and secondary data, including records of cash inflows and outflows at Aura Taylor, sales and purchase documents, and the SAK EMKM book.

This research uses data collection techniques such as interviews related to Aura Taylor's business scope, observation of procedures during transactions, and documentation of transaction records pertaining to income and expenses at Aura Taylor. The analysis technique in this research focuses on the records at Aura Taylor, including sales, purchase records, and other related notes transactions in Aura Taylor's operational activities, products, and assets. The data analysis phase begins with the identification of accounts, account coding based on classification within the service company accounting system, the design of a Microsoft Excel application, and processing data starting from entering transactions in the general journal, computerized ledgers, worksheets, and financial statements in accordance with SAK EMKM. To test the validity of the data, the researcher used a credibility test by conducting a member check between the data obtained and the data available at Aura Taylor.

Table 1. Inventory List at Aura Taylor

No	Raw Material Name	Qty	Unit	Purchase Price	Total
1	Fabric	2	Pcs	IDR 5,000,000	IDR 10,000,000
2	Fabric	2	Pcs	IDR 3,000,000	IDR 6,000,000
3	Fabric	1	Pcs	IDR 6,000,000	IDR 6,000,000
4	Overlock Thread	3	Dozen	IDR 360,000	IDR 1,080,000
5	Stiff Fabric	1	Pcs	IDR 600,000	IDR 600,000
6	Kerak Fabric	1	Pcs	IDR 800,000	IDR 800,000
7	Bedelan	2	Dozen	IDR 30,000	IDR 60,000
8	Color Carbon	2	Dozen	IDR 30,000	IDR 60,000
9	Brown Cover Paper	1	Dozen	IDR 16,000	IDR 16,000
10	Lining Fabric	5	Pcs	IDR 600,000	IDR 3,000,000
11	Buttons	10	Box	IDR 80,000	IDR 800,000
12	Sewing Thread	20	Box	IDR 36,000	IDR 720,000
13	Ribbon	6	Roll	IDR 10,000	IDR 60,000
14	Lace	6	Roll	IDR 175,000	IDR 1,050,000
15	Lace	4	Roll	IDR 80,000	IDR 320,000
				Total	**IDR 30,566,000**

Table 2. List of Supplies at Aura Taylor

No	Supply Name	Quantity Purchased	Unit	Purchase Price	Total
1	Scissors	2	Pcs	IDR 120,000	IDR 240,000
2	Ruler	7	Pcs	IDR 10,000	IDR 70,000
3	Measuring Tape	1	Dozen	IDR 15,000	IDR 15,000
4	Chalk	1	Dozen	IDR 30,000	IDR 30,000
5	Marker	2	Dozen	IDR 15,000	IDR 30,000
6	Pin Needle	6	Pcs	IDR 3,000	IDR 18,000
7	Sewing Needle	2	Pcs	IDR 10,000	IDR 20,000
8	Machine Needle	2	Pcs	IDR 15,000	IDR 30,000
9	Tape	1	Pcs	IDR 10,000	IDR 10,000
10	Pen	1	Box	IDR 10,000	IDR 10,000
				Total	**IDR 473,000**

Table 3. List of Equipment at Aura Taylor

No	**Equipment Name**	**Quantity Purchased**	**Unit**	**Purchased Price**	**Total**
1	Sewing Machine	2	Unit	IDR 1,750,000	IDR 3,500,000
2	Overlock Machine	2	Unit	IDR 2,500,000	IDR 5,000,000
3	Hemming Machine	1	Unit	IDR 2,800,000	IDR 2,800,000
4	Buttonhole Machine	1	Unit	IDR 1,750,000	IDR 1,750,000
5	Cutting Table	1	Unit	IDR 500,000	IDR 500,000
6	Button Making Tool	1	Unit	IDR 350,000	IDR 350,000
7	Chairs	1	Dozen	IDR 2,000,000	IDR 2,000,000
8	Mannequin	5	Unit	IDR 200,000	IDR 1,000,000
				Total	**IDR 16,900,000**

Table 4. List of Account Numbers and Account Names

ACCOUNT NAME	ACCOUNT NAME

100	ASSETS	300	EQUITY
110	CURRENT ASSETS	311	Capital
111	Cash	312	Withdrawals
112	Inventory	313	Retained Earnings
113	Receivables	400	REVENUE
114	Supplies	411	Service Revenue
115	Allowance for Doubtful Accounts	412	Other Revenue
120	FIXED ASSETS	500	EXPENSES
121	Building	511	Salaries Expense
122	Accumulated Depreciation – Building	512	Electricity Expense
123	Equipment	513	Tax Expense
200	LIABILITAS	514	Building Depreciations Expense
211	Accounts Payable	515	Equipment Depreciation Expense
212	Salaries Payable	516	Bad Debt Expense

DISCUSSION

This section discusses the application of SAK EMKM to Aura Taylor's Financial Statements.

Statement of Financial Position

The statement of financial position, or balance sheet, provides information about assets, liabilities, and equity at the end of the reporting period. The presentation of items and sections within the statement of financial position is carried out by the entity when relevant to understanding the financial position, and the items are arranged in order, such as assets based on liquidity and liabilities based on maturity (Purnama, 2018).

The Income Statement

The income statement includes revenues and expenses. The company presents items and parts of items in the income statement when they are relevant for understanding the company's financial performance, unless SAK EMKM provides otherwise. The income statement includes all revenues and expenses recorded in a given period (Purnama, 2018).

Notes to the Financial Statements

The information in the notes to the financial statements consists of: a statement explaining that the financial statements have been prepared based on SAK EMKM, the final conclusions of the accounting policies, and includes additional information and the arrangement of specific items that contain significant transactions that are useful for users of the information to understand the financial statements.

Inventory

Inventory is an asset that is sold in the ordinary course of business, an asset in the production process and sold afterward, and an asset in the form of materials/supplies used in the production process or in the provision of services (Purnama, 2018).

Fixed Assets

Fixed assets are assets owned by the entity that are used in operational activities and can be utilized for more than one period. Depreciation of fixed assets is calculated using the straight-line method and the declining balance method without residual value and is presented in the income statement. Depreciation begins to accumulate once the asset is ready for use, and the asset's useful life is adjusted according to the entity's estimates (Purnama, 2018).

Menu Design

This menu is created to view the identity and facilitate access to sub-menus. The sub-menus are divided into seven sections: Inventory, General Journal, Ledger, Worksheet, Balance Sheet, Income Statement, and Notes to Financial Statements. The steps for designing the menu are as follows:

1. Create the entity identity, which consists of: business name, business address, and Menu Drag.
2. Create 7 sub-menus and activate the hyperlink menu on the sub-menu buttons. The sub-menus consist of Accounts, General Journal, Ledger, Worksheet, Balance Sheet, Income Statement, and Notes.

Chart of Accounts Design

DAFTAR PERKIRAAN			
NO AKUN	NAMA AKUN	SN	KB AKUN
100	**AKTIVA**	Db	100
110	**AKTIVA LANCAR**	Db	110
111	Kas	Db	111
112	Persediaaan	Db	112
113	Piutang	Db	113
114	Perlengkapan	Db	114
115	Cadangan Kerugian Piutang	Kr	115
120	**AKTIVA TETAP**	Db	120
121	Bangunan	Db	121
122	Akumulasi Penyusutan Banguna	Kr	122
123	Peralatan	Db	123
124	Akumulasi Penyusutan Peralatar	Kr	124
125	Tanah	Db	125
200	**LIABILITAS**	Kr	200
211	Hutang Usaha	Kr	211
212	Hutang Gaji	Kr	212
300	EKUITAS	Kr	300
311	Modal	Kr	311
312	Prive	Db	312
313	Saldo Laba	Kr	313
400	**PENDAPATAN**	Kr	400
411	Pendapatan Jasa	Kr	411
412	Pendapatan Lain-Lain	Kr	412
500	**BEBAN**	Db	500
511	Beban Gaji	Db	511
512	Beban Listrik	Db	512
513	Beban Pajak	Db	513
514	Beban Penyusutan Bangunan	Db	514
515	Beban Penyusutan Peralatan	Db	515
516	Beban Kerugian Piutang	Db	516

The Chart of Accounts is used to store account numbers, account names, normal balances, and account auxiliary codes that will be used by the MSME Aura Taylor. The Chart of Accounts to be used will later be included in Excel functions, namely Tab Formula > Define Name, with the aim of allowing the range cell to be navigated to all locations in the worksheet as needed. The steps for designing the chart of accounts are as follows:

1. Name several cell ranges using the Formulas > Define Name menu. This is intended to facilitate the use of functions in the next sheet. The range cell names consist of: AKUN1, KET_COA1, COA_TOTAL.

2. Create a button in the shape of an arrow to return to the Menu and activate the hyperlink menu on the button to facilitate access to the Menu.

Designing the General Journal

MENU

AURA TAYLOR
JURNAL UMUM
PER 31 JANUARI 2024

BALANCE			DEBIT Rp 26.204.389	KREDIT Rp 26.204.389
TANGGAL	NAMA AKUN	REF	DEBIT	KREDIT
1	Kas	111	Rp 2.000.000	
1	Persediaaan	112	Rp 30.566.000	
1	Bangunan	121	Rp 15.000.000	
1	Peralatan	123	Rp 16.900.000	
1	Modal	311		Rp 64.466.000
4	Perlengkapan	114	Rp 473.000	
4	Kas	111		Rp 473.000
5	Kas	111	Rp 600.000	
5	Pendapatan Jasa	411		Rp 600.000
8	Beban Gaji	511	Rp 3.000.000	
8	Kas	111		Rp 3.000.000
8	Kas	111	Rp 650.000	
8	Pendapatan Jasa	411		Rp 650.000
9	Kas	111	Rp 500.000	
9	Pendapatan Jasa	411		Rp 500.000
9	Piutang	113	Rp 1.000.000	
9	Pendapatan Jasa	411		Rp 1.000.000
12	Kas	111	Rp 14.000.000	
12	Pendapatan Jasa	411		Rp 14.000.000
17	Kas	111	Rp 175.000	
17	Pendapatan Jasa	411		Rp 175.000
18	Beban Listrik	512	Rp 200.000	
18	Kas	111		Rp 200.000
18	Piutang	113	Rp 525.000	
18	Pendapatan Jasa	411		Rp 525.000
22	Kas	111	Rp 500.000	
22	Pendapatan Jasa	411		Rp 500.000
23	Kas	111	Rp 950.000	
23	Pendapatan Jasa	411		Rp 950.000
25	Kas	111	Rp 1.100.000	
25	Pendapatan Jasa	411		Rp 1.100.000
26	Kas	111	Rp 175.000	
26	Pendapatan Jasa	411		Rp 175.000
29	Kas	111	Rp 600.000	
29	Pendapatan Jasa	411		Rp 600.000

The design of the General Journal aims to record transactions based on the date. By entering Excel functions in certain cells, the recording process becomes faster and more accurate. The steps for designing the General Journal are as follows:

1. In the General Journal Sheet, create headings for Business Name, General Journal, and Period.
2. Create a Balance, Debit, and Credit Table. In the balance box, insert the function =IF(I6=J6, "BALANCE","ERROR"). In the Debit total cell (cell I6), insert the function =SUM(I12:I100). In the Credit total cell (cell J6), insert the function =SUM(J12:J100).
3. For he Date, Debit, and Credit columns are manually entered based on transactions, while the Account Name column is input by clicking the arrow and selecting the account name based on the transaction. Once the Account Name column is filled, the Ref column will automatically populate.
4. Create a reference function in the Ref column by inserting =IF(G9="","",VLOOKUP(G9,AKUN1, 3,0)).
5. Activate the Data Validation menu in the Account Name Column by clicking Data, selecting Data Validation, choosing Settings, then selecting List in the Allow option, and inputting the function =KET_COA1 in the source.
6. Create a Helper Column (KB), which is designed for the Ledger. In the KB column, insert the function =IF(H9="","",COUNTIF($H$9:H9,H9)&H9).

7. Create a Helper Column (Adjustments), designed for the Adjusting Journal in the Worksheet. In the Adjustments column, insert the function =IF(LEFT(B9,3)="JP",H9,"").
8. Create a Helper Column (KB_NS), designed for the Trial Balance in the Worksheet. In the KB_NS column, insert the function =IF(E9<>"","",H9).
9. Name several cell ranges using the Formulas > Define Name menu. The range names are: JU_TGL, JU_PERKIRAAN, JU_REF, JU_DEBET, JU_KREDIT, JU_KB, JU_PENYESUAIAN, JU_NS.
10. Create a Helper Column (JOURNAL CODE) by manually inputting the code name. This column is designed to support the functions in the Adjustment helper column.

Designing the Ledger

MENU

AURA TAYLOR
BUKU BESAR
PER 31 JANUARI 2024

KODE AKUN	111	SALDO AKHIR	DEBET	KREDIT
NAMA AKUN	Kas		Rp 19.072.000	

	NO	TGL	REF	POSISI SN	KETERANGAN	DEBET	KREDIT	SALDO DEBET	SALDO KREDIT
1	1	1	111	Db	Kas	Rp 2.000.000	Rp -	Rp 2.000.000	Rp -
2	2	4	111	Db	Kas	Rp -	Rp 473.000	Rp (473.000)	Rp -
3	3	5	111	Db	Kas	Rp 600.000	Rp -	Rp 600.000	Rp -
4	4	8	111	Db	Kas	Rp -	Rp 3.000.000	Rp (3.000.000)	Rp -
5	5	8	111	Db	Kas	Rp 650.000	Rp -	Rp 650.000	Rp -
6	6	9	111	Db	Kas	Rp 500.000	Rp -	Rp 500.000	Rp -
7	7	12	111	Db	Kas	Rp 14.000.000	Rp -	Rp 14.000.000	Rp -
8	8	15	111	Db	Kas	Rp -	Rp 30.000	Rp (30.000)	Rp -
9	9	17	111	Db	Kas	Rp 175.000	Rp -	Rp 175.000	Rp -
10	10	18	111	Db	Kas	Rp -	Rp 200.000	Rp (200.000)	Rp -
11	11	22	111	Db	Kas	Rp 500.000	Rp -	Rp 500.000	Rp -
12	12	23	111	Db	Kas	Rp 950.000	Rp -	Rp 950.000	Rp -
13	13	25	111	Db	Kas	Rp 1.100.000	Rp -	Rp 1.100.000	Rp -
14	14	26	111	Db	Kas	Rp 175.000	Rp -	Rp 175.000	Rp -
15	15	29	111	Db	Kas	Rp 600.000	Rp -	Rp 600.000	Rp -
16	16	30	111	Db	Kas	Rp 1.000.000	Rp -	Rp 1.000.000	Rp -
17	17	31	111	Db	Kas	Rp 525.000	Rp -	Rp 525.000	Rp -

The design of the Ledger aims to group the accounts in the general journal according to their types, making it easier for the entity to view the balance of each account. By using Excel functions in certain cells, the Ledger becomes automated. The steps for designing the Ledger are as follows:

1. In the Ledger sheet, create headings for Business Name, Ledger, and Period.
2. Create rows for Account Code, Account Name, and Ending Balance, which consist of Debit and Credit columns. The function entered for the account code is =IF(E7="","",VLOOKUP(E7,AKUN1, 3,0)). The account code will automatically be filled once the Account Name row is completed.
3. Activate the Data Validation menu using =KET_COA1 for the account name. Using Data Validation in this cell will make it easier for the entity to input the Account Name. Input is no longer manually typed, but instead selected from the available account names in Data Validation in that cell.
4. The purpose of designing the Ending Balance is to view the ending balance for each account name. The Ending Balance consists of Debit and Credit columns. The function used for the Ending Debit Balance is =IF(J10=0,"",SUM(H10:H99)-SUM(I10:I99)), and for the Ending Credit Balance, the function used is =IF(K10=0,"",SUM(I10:I99)-SUM(H10:H99)).
5. Create a helper column (KB) containing sequence numbers. This column serves to complete the functions to be inserted into other cells.
6. The function inserted into the No. column is =IF(D10="","",COUNTA($D$10:D10)). The No. column will automatically be filled once the Date column is filled.
7. The function inserted into the Date column is =IFERROR(INDEX(JU_TGL,MATCH(B10&$E$6, JU_KB,0)),""). The Date column will automatically be filled once the KB and Account No. columns are completed.
8. The function inserted into the Ref column is =IFERROR(INDEX(JU_REF,MATCH(B10&$E$6, JU_KB,0)),""). The Ref column will automatically be filled once the KB and Account No. columns are completed.

9. The function inserted into the SN (Normal Balance) column is =IF(D10="","",VLOOKUP($E$7, AKUN1,2,0)). The SN column will automatically be filled once the Date and Account No. columns are completed.
10. The function inserted into the Description column is =IFERROR(INDEX(JU_PERKIRAAN, MATCH(B10&$E$6,JU_KB,0)),""). The Description column will automatically be filled once the KB and Account No. columns are completed.
11. The function inserted into the Debit column is =IFERROR(INDEX(JU_DEBET,MATCH(B10& $E$6,JU_KB,0)),IF(F10="","")). The Debit column will automatically be filled once the KB, Account No., and SN columns are completed.
12. The function inserted into the Credit column is =IFERROR(INDEX(JU_KREDIT,MATCH (B10&$E$6,JU_KB,0)),IF(F10="","")). The Credit column will automatically be filled once the KB, Account No., and SN columns are completed.
13. The function inserted into the Debit Balance column is =IF(F10="","",IF(F10<>"Kr",H10-I10,0)). The Debit Balance column will automatically be filled once the SN, Debit, and Credit columns are completed.
14. The function inserted into the Credit Balance column is =IF(F10="Kr",I10-H10,0). The Credit Balance column will automatically be filled once the SN, Debit, and Credit columns are completed.

Designing the Worksheet

MENU

AURA TAYLOR
NERACA LAJUR
PER 31 JANUARI 2024

	KODE	NAMA AKUN	SN	NERACA SALDO		PENYESUAIAN		NERACA SALDO PENYESUAIAN		LABA-RUGI		NERACA	
				DEBET	KREDIT	DEBET	KREDIT	DEBET	KREDIT	DEBET	KREDIT	DEBET	KREDIT
1	**100**	**AKTIVA**	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
2	**110**	**AKTIVA LANCAR**	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
3	111	Kas	Db	Rp 22.775.000	Rp 3.703.000	Rp -	Rp -	Rp 19.072.000	Rp -	Rp -	Rp -	Rp 19.072.000	Rp -
4	112	Persediaaan	Db	Rp 30.566.000	Rp -	Rp -	Rp -	Rp 30.566.000	Rp -	Rp -	Rp -	Rp 30.566.000	Rp -
5	113	Piutang	Db	Rp 1.525.000	Rp 1.525.000	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
6	114	Perlengkapan	Db	Rp 473.000	Rp -	Rp -	Rp -	Rp 473.000	Rp -	Rp -	Rp -	Rp 473.000	Rp -
7	115	Cadangan Kerugian Piutang	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
8	**120**	**AKTIVA TETAP**	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
9	121	Bangunan	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
10	122	Akumulasi Penyusutan Bangunan	Kr	Rp -	Rp -	Rp -	Rp 75.000	Rp -	Rp 75.000	Rp -	Rp -	Rp -	Rp 75.000
11	123	Peralatan	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
12	124	Akumulasi Penyusutan Peralatan	Kr	Rp -	Rp -	Rp -	Rp 945.000	Rp -	Rp 945.000	Rp -	Rp -	Rp -	Rp 945.000
13	125	Tanah	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
14	**200**	**LIABILITAS**	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
15	211	Hutang Usaha	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
16	212	Hutang Gaji	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
17	**300**	**EKUITAS**	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
18	311	**Modal**	Kr	Rp -	Rp 32.566.000	Rp -	Rp -	Rp -	Rp 32.566.000	Rp -	Rp -	Rp -	Rp 32.566.000
19	312	Prive	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
20	313	Saldo Laba	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
21	**400**	**PENDAPATAN**	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
22	411	Pendapatan Jasa	Kr	Rp -	Rp 20.775.000	Rp -	Rp -	Rp -	Rp 20.775.000	Rp -	Rp 20.775.000	Rp -	Rp -
23	412	Pendapatan Lain-Lain	Kr	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
24	500	BEBAN	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
25	511	Beban Gaji	Db	Rp 3.000.000	Rp -	Rp -	Rp -	Rp 3.000.000	Rp -	Rp 3.000.000	Rp -	Rp -	Rp -
	512	Beban Listrik	Db	Rp 200.000	Rp -	Rp -	Rp -	Rp 200.000	Rp -	Rp 200.000	Rp -	Rp -	Rp -
	513	Beban Pajak	Db	Rp 30.000	Rp -	Rp -	Rp -	Rp 30.000	Rp -	Rp 30.000	Rp -	Rp -	Rp -
	514	Beban Penyusutan Bangunan	Db	Rp -	Rp -	Rp 75.000	Rp -	Rp 75.000	Rp -	Rp 75.000	Rp -	Rp -	Rp -
	515	Beban Penyusutan Peralatan	Db	Rp -	Rp -	Rp 945.000	Rp -	Rp 945.000	Rp -	Rp 945.000	Rp -	Rp -	Rp -
	516	Beban Kerugian Piutang	Db	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -	Rp -
		TOTAL		**Rp 58.569.000**	**Rp 58.569.000**	**Rp 1.020.000**	**Rp 1.020.000**	**Rp 54.361.000**	**Rp 54.361.000**	**Rp 4.250.000**	**Rp 20.775.000**	**Rp 50.111.000**	**Rp 33.586.000**
									SALDO LABA	Rp 16.525.000			Rp 16.525.000
										Rp 20.775.000	**Rp 20.775.000**	**Rp 50.111.000**	**Rp 50.111.000**

The design of the Worksheet aims to process data using Excel functions. This data consists of the General Journal, helper columns in the general journal (KB_NS), and Adjustments. Data processing in the Worksheet will generate certain balances to be presented in the Financial Statements. The steps for designing the Worksheet are as follows:

1. In the Worksheet sheet, create headings for Business Name, Worksheet, and Period.
2. Create a column for Code. The function entered in the Code column is =PERKIRAAN!B6.
3. Create a column for Account Name, and the function entered in the Account Name column is =IF(B8="","",VLOOKUP(B8,COA_TOTAL,2,0)).
4. The function used in the SN column is =IF(B8="","",VLOOKUP(B8,COA_TOTAL,3,0)).
5. The function used in the Debit Trial Balance column is =SUMIF(JU_NS,B8,JU_DEBET).
6. The function used in the Credit Trial Balance column is =SUMIF(JU_NS,B8,JU_KREDIT).
7. The function used in the Debit Adjustments column is =SUMIF(JU_PENYESUAIAN,B8,JU_ DEBET).
8. The function used in the Credit Adjustments column is =SUMIF(JU_PENYESUAIAN,B8,JU_ KREDIT).
9. The function used in the Debit Adjusted Trial Balance column is =IF(D8="Db",E8+G8-F8-H8,0).
10. The function used in the Credit Adjusted Trial Balance column is =IF(D8="Kr",F8+H8-E8-G8,0).
11. The function used in the Debit Income Statement column is =IF(B8>=400,I8,0).

12. The function used in the Credit Income Statement column is =IF(B8>=400,J8,0).
13. The function used in the Debit Balance Sheet column is =IF(B8<400,I8,0).
14. The function used in the Credit Balance Sheet column is =IF(B8<400,J8,0).
15. The function used in the Total Debit Trial Balance is =SUM(E8:E37).
16. Create the total balance from the Income Statement and Balance Sheet columns. The function entered is =SUM(K38:K39).

Designing the Statement of Financial Position (Balance Sheet)

MENU

AURA TAYLOR
LAPORAN POSISI KEUANGAN
PER 31 JANUARI 2024

		catatan		2024
100	**AKTIVA**			
110	**AKTIVA LANCAR**		Rp	-
111	Kas	3	Rp	19.072.000
112	Persediaaan	2	Rp	30.566.000
113	Piutang	2	Rp	-
114	Perlengkapan	4	Rp	473.000
115	Cadangan Kerugian Piutang		Rp	-
120	**AKTIVA TETAP**		Rp	-
121	Bangunan		Rp	-
122	Akumulasi Penyusutan Bangunan	2	-Rp	75.000
123	Peralatan		Rp	-
124	Akumulasi Penyusutan Peralatan	2	-Rp	945.000
125	Tanah		Rp	-
TOTAL AKTIVA			**Rp**	**49.091.000**
200	**LIABILITAS**		Rp	-
211	Hutang Usaha	5	Rp	-
212	Hutang Gaji		Rp	-
TOTAL LIABILITAS			**Rp**	-
300	**EKUITAS**		Rp	-
311	Modal		Rp	32.566.000
312	Prive		Rp	-
313	Saldo Laba	6	Rp	16.525.000
TOTAL EKUITAS			**Rp**	**49.091.000**
TOTAL LIABILITAS DAN EKUITAS			**Rp**	**49.091.000**

The design of the balance sheet aims to provide information to the owner of MSME Aura Taylor regarding the balance of Assets and Liabilities-Equity during the current period. The steps for designing the Balance Sheet are as follows:

1. In the Balance Sheet sheet, create headings for Business Name, Statement of Financial Position, and Period.

Assets:

2. In the Account Number column for the Assets group, the function entered is ='NERACA LAJUR' !B8.
3. In the Account Name column for the Assets group, the function entered is =IF(D7="","", VLOOKUP(D7,COA_TOTAL,2,0)).
4. For the nominal column, two functions are used: the function (='NERACA LAJUR'!+cell in the Debit Balance Sheet column according to the account name) for accounts with a normal Debit balance, and the function =-'NERACA LAJUR'!+cell in the Debit Balance Sheet column according to the account name) for accounts with a normal Credit balance.
5. Create the Total Assets by entering the function =SUM(G8:G19).

Liabilities:

6. In the Account Number column for the Liabilities group, the function entered is ='NERACA LAJUR'!B21.
7. In the Account Name column for the Liabilities group, the function entered is =IF(D21="","", VLOOKUP(D21,COA_TOTAL,2,0)).
8. For the nominal column, the function used is ='NERACA LAJUR'!N21.
9. Create the Total Liabilities by entering the function =SUM(G21:G23).

Equity:

10. In the Account Number column for the Equity group, the function entered is ='NERACA LAJUR'!B24.
11. In the Account Name column for the Equity group, the function entered is =IF(D25="","", VLOOKUP(D25,COA_TOTAL,2,0)).
12. For the nominal column, two functions are used: the function (='NERACA LAJUR'!+cell in the Debit Balance Sheet column according to the account name) for accounts with a normal Debit balance, and the function =-'NERACA LAJUR'!+cell in the Debit Balance Sheet column according to the account name) for accounts with a normal Credit balance.
13. Create the Total Equity by entering the function =SUM(G25:G28).
14. Create a notes column that contains the code number for access to the Notes to the Financial Statements, and activate the hyperlink menu on that code number.

Designing the Income Statement

MENU

AURA TAYLOR
LAPORAN LABA RUGI
PER 31 JANUARI 2024

		catatan		2024
400	PENDAPATAN			
411	Pendapatan Jasa	7	Rp	20.775.000
412	Pendapatan Lain-Lain		Rp	-
TOTAL PENDAPATAN			Rp	20.775.000
500	BEBAN		Rp	-
511	Beban Gaji		Rp	3.000.000
512	Beban Listrik		Rp	200.000
514	Beban Penyusutan Bangunan		Rp	62.500
515	Beban Penyusutan Peralatan		Rp	168.889
516	Beban Kerugian Piutang		Rp	-
TOTAL BEBAN			Rp	3.431.389
	LABA (RUGI) SEBELUM PAJAK PENGHASILAN		Rp	17.343.611
	Beban Pajak Penghasilan		Rp	30.000
	LABA (RUGI) SETELAH PAJAK PENGHASILAN		Rp	17.313.611

The income statement is designed to provide information to the owner of MSME Aura Taylor regarding revenue, costs/expenses for a period, and the profit or loss of MSME Aura Taylor during the current period. The steps for designing the Income Statement are as follows:

1. In the Income Statement sheet, create headings for Business Name, Income Statement, and Period.

Revenue:

2. In the Account Number column cell, for the Revenue group the function entered is ='NERACA LAJUR'!B28.
3. In the Account Name column for the Revenue group, the function entered is =IF(D7="","", VLOOKUP(D7,COA_TOTAL,2,0)).
4. In the nominal column, the function entered is ='NERACA LAJUR'!L29.
5. Create the Total Revenue by entering the function =SUM(G8:G9).

Expenses:

6. In the Account Number column for the Expenses group, the function entered is ='NERACA LAJUR'!B31.
7. In the Account Name column for the Expenses group, the function entered is =IF(D11="","", VLOOKUP(D11,COA_TOTAL,2,0)).
8. In the nominal column, the function entered is ='NERACA LAJUR'!K31.
9. Create the Total Expenses by entering the function =SUM(G11:G17).
10. Create a row for Income Tax.
11. Create a row for Profit/Loss Before Income Tax. To fill in the nominal amount, the formula entered is =G10-G18.
12. Create a row for Profit/Loss After Income Tax. To fill in the nominal amount, the formula entered is =G19-G20.
13. Create a notes column that contains the code number for access to the Notes to the Financial Statements, and activate the hyperlink menu on that code number.

Designing the Notes to the Financial Statements

AURA TAYLOR
NOTES TO THE FINANCIAL STATEMENTS
AS OF JANUARY 2024

NO	DESCRIPTION
1	AURA TAYLOR is a licensed business owned by Mrs. Mimin Ruminah, established in November 2014 with Business License: 64.227.379.1-825.000. The entity operates in the services sector with tailoring as its main business activity. The entity is located in Hagiazo Alley, East Melonguanne Village, Melonguanne Subdistrict, Talaud Islands Regency. As one of the MSMEs in the Talaud Islands, this entity meets the criteria of MSMEs as regulated by Law Number 20 of 2008.
2	SUMMARY OF ACCOUNTING POLICIES a. Statement of Compliance The financial statements are prepared using the Financial Accounting Standards for Micro, Small, and Medium Entities (SAK EMKM). b. Basis of Preparation The basis for preparing the financial statements is historical cost and the accrual basis. The presentation currency used for preparing the financial statements is Rupiah. c. Accounts Receivable Accounts receivable is presented at the invoiced amount. Total Accounts Receivable of AURA TAYLOR is Rp. 0. d. Inventory The inventory at AURA TAYLOR consists of: Fabric, Hard Fabric, Kerak Fabric, Lining Fabric, Sewing Thread, Overlock Thread, Bedelan, Colored Carbon, Brown Cover Paper, Buttons, Ribbons, and Lace. e. Fixed Assets Fixed assets are recorded at acquisition cost if the asset is legally owned by the entity. Fixed assets are depreciated using the straight-line method without a residual value. f. Revenue and Expense Recognition Sales revenue is recognized when delivery is made to the customer. Expenses are recognized when incurred. g. Income Tax Income tax follows the applicable tax regulations in Indonesia.
3	CASH Total Cash IDR 19,072,000.
4	SUPPLIES Total Supplies IDR 473,000. Supplies consist of: Scissors, Rulers, Measuring Tape, Chalk, Markers, Pins, Sewing Needles, Machine Needles, Tape, and Pens.
5	ACCOUNTS PAYABLE Total Accounts Payable IDR 0. The entity has no Trade Payables; asset purchases and expense payments are made in cash.
6	RETAINED EARNINGS Retained Earnings is the accumulation of the difference between income and expenses.
7	SERVICE REVENUE Service revenue comes from the sale of tailoring services.

Steps for designing the Notes to the Financial Statements are as follows:
1. Create headings for Business Name, Notes to the Financial Statements, and Period.
2. Create a table consisting of a Number column and a Description column.
3. The Number and Description columns are manually entered according to the needs.

CONCLUSION

MSME Aura Taylor does not perform accounting record-keeping in its business activities. The owner does not prepare Financial Statements but instead only keeps simple records such as asset purchases, cash inflows from product orders, and cash outflows for inventory purchases, supplies, and expense payments. These simple records kept by the owner of MSME Aura Taylor are not in accordance with the Financial Accounting Standards for Micro, Small, and Medium Entities (SAK EMKM).

MSME Aura Taylor does not accumulate Fixed Assets over their useful lives, and the entity is unaware of changes in the value of its Fixed Assets. As a result, the Statement of Financial Position and Income Statement are inaccurate and unreliable.

The financial statements of MSME Aura Taylor are now being designed using Microsoft Excel accounting applications. By utilizing functions in Microsoft Excel, the preparation process becomes faster, more precise, and more accurate.

REFERENCES

Annisa. (2023, August 10). Microsoft excel: pengertian, sejarah, fungsi, manfaat, dan kelebihan. Fakultas Ilmu Komputer Dan Teknologi Informasi (UMSU). https://fikti.umsu.ac.id/microsoft-excel-pengertian-sejarah-fungsi-manfaat-dan-kelebihan/

Aulia, L. S. (2021, August 6). Pentingnya peran akuntansi dalam perkembangan UMKM di Indonesia. Kompasiana.Com, 1–2. https://www.kompasiana.com/liasitiaulia1098/610cce656e7f0128a74a2932/pentingnya-peran-akuntansi-dalam-perkembangan-umkm-diindonesia?page=all#section1

Daspit, J. J., & D'souza, D. E. (2017). Capability configuration in software industry SMEs: the CAO model of ordinary capabilities. Journal of Small Business Management, 55(1), 141–162. https://doi.org/10.1111/jsbm.12330

Kesek, R., Sumual, T. E. M., & Miran, M. (2021). Evaluasi pemahaman pelaku UMKM Desa Kumelembuai terhadap standar akuntansi keuangan entitas mikro kecil dan menengah. Jurnal Akuntansi Manado (JAIM), 2(3), 335–344. https://doi.org/https://doi.org/10.53682/jaim.vi.2145

Kim, S. H., Jang, S. Y., & Yang, K. H. (2017). Analysis of the determinants of software-as-a-service adoption in small businesses: risks, benefits, and organizational and environmental factors. Journal of Small Business Management, 55(2), 303–325. https://doi.org/10.1111/jsbm.12304

Pinasti, M. (2007). Pengaruh penyelenggaraan dan penggunaan informasi akuntansi terhadap persepsi pengusaha kecil atas informasi akuntansi: suatu riset eksperimen. Simposium Nasional Akuntansi X, 9, 1–21.

Purnama, R. (2018). Standar akuntansi keuangan EMKM 2018. Pusat Pengembangan Akuntansi Dan Keuangan (PPA&K). https://www.ppak.co.id/artikel/standar-akuntansi-keuangan-emkm-2018

Rarobong, P. M. (2019). Desain penyusunan laporan keuangan berbasis SAK EMKM pada UMKM "Nits Salon" Tomohon menggunakan microsoft excel. Politeknik Negeri Manado.

Romney, M. B., & Steinbart, P. J. (2014). Sistem Informasi Akuntansi (13th ed.). Jakarta: Salemba Empat.

Rumengan, V. B. J., Tanor, L., & Miran, M. (2023). Analisis sistem infromasi akuntansi penjualan kredit di CV. Lumindo Group. Jurnal Ekonomi, Kependidikan, Manajemen, Dan Akuntansi, 1(3), 156–163.

Saselah, K. E. (2019). Desain laporan keuangan berdasarkan standar akuntansi keuangan entitas mikro kecil menengah berbasis aplikasi microsoft access pada counter Yesays cell. In Repository Politeknik Negeri Manado.

Sewa, A. J., Manaroinsong, J., & Kambey, A. N. (2021). Analisis sistem informasi akuntansi penerimaan dan pengeluaran kas pada CV. Kombos Tendean Manado. Jurnal Akuntansi Manado (JAIM), 2(3), 326–334. https://doi.org/https://doi.org/10.53682/jaim.vi.1212

Tambunan, C. R. (2023). Kontribusi UMKM dalam perekonomian Indonesia. Kementerian Keuangan RI Direktorat Jenderal Perbendaharaan. https://djpb.kemenkeu.go.id/kppn/lubuksikaping/id/data-publikasi/artikel/3134-kontribusi-umkm-dalam-perekonomian-indonesia.html

Yuhaida, E. Y. S. (2019). Perancangan akuntansi berbasis excel seusai SAK EMKM pada counter laris cell Jombang.