

# Accounting Tool Comparison Worksheet

## Lesson 3.3: Basic Accounting Tools for Small Businesses

Instructions: Use this worksheet to compare different accounting tools and choose the one that best fits your business needs. Consider features such as cost, ease of use, and available integrations when evaluating each tool.

### Tool 1:

Name of Tool:

Key Features (e.g., invoicing, expense tracking, financial reports):

Cost:

Ease of Use (1-5):

Available Integrations (e.g., PayPal, Stripe, e-commerce platforms):

Pros and Cons:

### Tool 2:

Name of Tool:

Key Features (e.g., invoicing, expense tracking, financial reports):

Cost:

Ease of Use (1-5):

Available Integrations (e.g., PayPal, Stripe, e-commerce platforms):

Pros and Cons:

**Tool 3:**

Name of Tool:

Key Features (e.g., invoicing, expense tracking, financial reports):

Cost:

Ease of Use (1-5):

Available Integrations (e.g., PayPal, Stripe, e-commerce platforms):

Pros and Cons:

**Final Decision**

Based on your comparison, which accounting tool do you think is the best fit for your business?

Why?