



## 5 SET-UP STEP 5

### SETUP OTHER LISTS INFORMATION

In this step, some other lists are going to be set up to help you enter your *Customers*, *Vendors*, and *Products/Services*. Remember to check your previous courses or other sources if you need help remembering what the terms mean.

- Add/edit the following items in the PAYMENT METHODS list:
  - Change *Credit Card* to *Visa*
  - Add *MasterCard* (and indicate that it is a credit card)
  - Add *Debit Card* (and indicate that it is a credit card)
  - Add *Online* payment
- Create following items in the TERMS list:
  - *Net 30*
  - *2% 10, Net 30*