


Section: Working With QuickBooks Lesson: Navigating Lists

THIS SECTION: WORKING WITH QB

THIS LESSON...

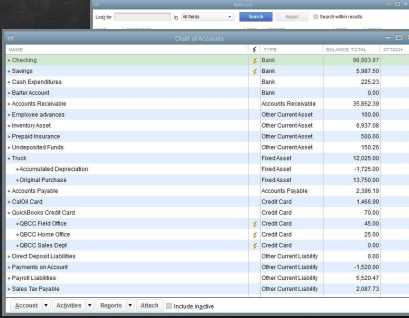
GETTING AROUND LISTS



LISTS

Most will be set up and not need to change when you create a new company

Some will be used, changed and added to a LOT



Account	Type	Balance Total	Action
Checking	Bank	98,933.87	
Savings	Bank	9,987.50	
Cash Equivalents	Bank	225.23	
Barter Account	Bank	0.00	
Accounts Receivable	Accounts Receivable	35,852.29	
Employee Advances	Other Current Asset	100.00	
Inventory Asset	Other Current Asset	9,937.68	
Prepaid Insurance	Other Current Asset	500.00	
Undeposited Funds	Other Current Asset	100.26	
Truck	Fixed Asset	12,025.00	
Accumulated Depreciation	Fixed Asset	-1,725.00	
Original Purchase	Fixed Asset	13,750.00	
Accounts Payable	Accounts Payable	2,395.19	
Cash Card	Credit Card	1,465.99	
QuickBooks Credit Card	Credit Card	70.00	
QBOCC Field Office	Credit Card	45.00	
QBOCC Home Office	Credit Card	25.00	
QBOCC Sales Dept	Credit Card	0.00	
Direct Deposit Liabilities	Other Current Liability	0.00	
Payments on Account	Other Current Liability	-1,520.00	
Payroll Liabilities	Other Current Liability	5,520.47	
Sales Tax Payable	Other Current Liability	2,987.73	

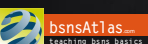
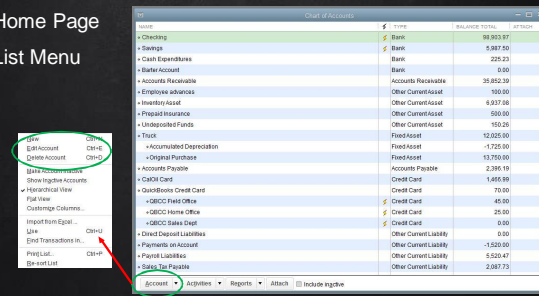



CHART OF ACCOUNTS

From Home Page

From List Menu

Ctrl A



Section: Working With QuickBooks® Lesson: Navigating Lists

CHART OF ACCOUNTS

- From Home Page
- From List Menu
- Ctrl A

Name	Type	Balance	YTD
Checking	Bank	99,953.97	
Savings	Bank	5,987.50	
Cash Equivalents	Bank	275.23	
Bank Account	Bank	0.00	
Accounts Receivable	Accounts Receivable	35,852.39	
Employee Advances	Other Current Asset	100.00	
Inventory Asset	Other Current Asset	6,937.85	
Prepaid Insurance	Other Current Asset	500.00	
Undeposited Funds	Other Current Asset	150.24	
Trust	Fixed Asset	13,205.00	
Accumulated Depreciation	Fixed Asset	-1,725.00	
Original Purchase	Fixed Asset	13,730.00	
Accounts Payable	Accounts Payable	2,284.40	
Card Card	Credit Card	1,456.99	
QuickBooks Credit Card	Credit Card	70.00	
AMEX Travel Office	Credit Card	40.00	
AMEX Home Office	Credit Card	25.00	
AMEX Sales Dept	Credit Card	0.00	
Direct Deposit Liabilities	Other Current Liability	0.00	
Payments on Account	Other Current Liability	-1,520.00	
Payroll Liabilities	Other Current Liability	5,520.47	
Banking Prepaids	Other Current Liability	2,681.73	

COMING UP NEXT...

“ Navigating Lists

