


Section: Sales
Lesson: Making Deposits

THIS SECTION: SALES

THIS LESSON...


MAKING DEPOSITS



teaching bsns basics

MAKING DEPOSITS

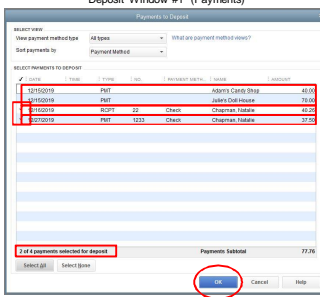

- ~ Payments received by the office need to be moved to the bank
- ~ When the deposit is physically made
 - o the deposit needs to be recorded in QB
- ~ Funds to be deposited could be from
 - Payments received at time of sale
 - Payments received on account
 - Money not related to Customers at all
- ~ Undeposited Funds Account?



teaching bsns basics

Making Deposits

- ~ Two-step process in QB
- ~ Deposit Window #1 shows Undeposited Funds

teaching bsns basics



Section: Sales
Lesson: Making Deposits

Making Deposits

- Two-step process in QB
- Deposit Window #1 shows Undeposited Funds
- Deposit Window #2 shows the actual deposit function

bsnsAtlas.com
teaching bsns basics

Making Deposits

- Adding additional deposit item from Townley Insurance Agency

bsnsAtlas.com
teaching bsns basics

A Restaurant...

- And other businesses making batch sales deposits
- Just use the second step of the process . Deposit Window #2


bsnsAtlas.com
teaching bsns basics



Section: Sales
Lesson: Making Deposits

IMPORTANT REMINDER...


" If you realize you made an error on a deposit you've already recorded"



bsnsAtlas
teaching bsns basics

COMING UP NEXT...

Issuing Customer Credit



bsnsAtlas
teaching bsns basics

