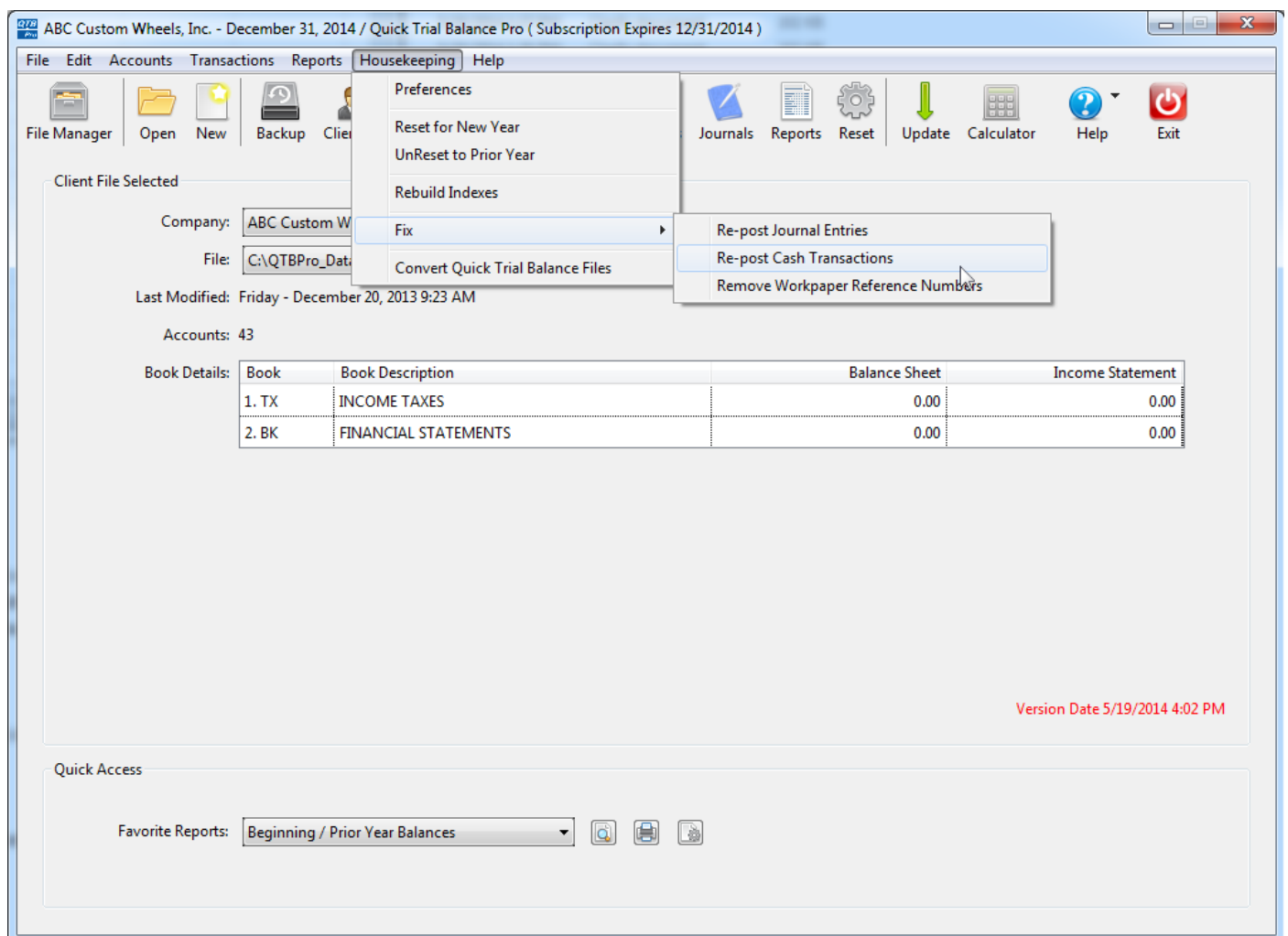


Quick Trial Balance Pro - Re-post Cash Transactions

Re-post Cash Transactions

If for some reason your cash transactions do not match your cash transaction totals, you can re-post cash transactions to fix the problem. The Re-post Cash Transactions option is located under the Housekeeping -> Fix menu.



The screenshot shows the Quick Trial Balance Pro software interface. The title bar reads "ABC Custom Wheels, Inc. - December 31, 2014 / Quick Trial Balance Pro (Subscription Expires 12/31/2014)". The menu bar includes File, Edit, Accounts, Transactions, Reports, Housekeeping, and Help. The Housekeeping menu is open, showing options: Preferences, Reset for New Year, UnReset to Prior Year, Rebuild Indexes, Fix, and Convert Quick Trial Balance Files. The Fix option is selected, opening a sub-menu with: Re-post Journal Entries, Re-post Cash Transactions, and Remove Workpaper Reference Numbers. The Re-post Cash Transactions option is highlighted. The main window displays client information for "ABC Custom W" and a table of book details.

Client File Selected

Company: ABC Custom W
File: C:\QTBPro_Data
Last Modified: Friday - December 20, 2013 9:23 AM
Accounts: 43

Book	Book Description	Balance Sheet	Income Statement
1. TX	INCOME TAXES	0.00	0.00
2. BK	FINANCIAL STATEMENTS	0.00	0.00

Version Date 5/19/2014 4:02 PM

Quick Access

Favorite Reports: Beginning / Prior Year Balances

Re-post Cash Transactions

When the Re-post Cash Transactions screen is displayed, simply click the Re-post button and the cash transactions totals will be corrected based on the cash transactions entered on the Cash Receipts or Cash Disbursements screens.

