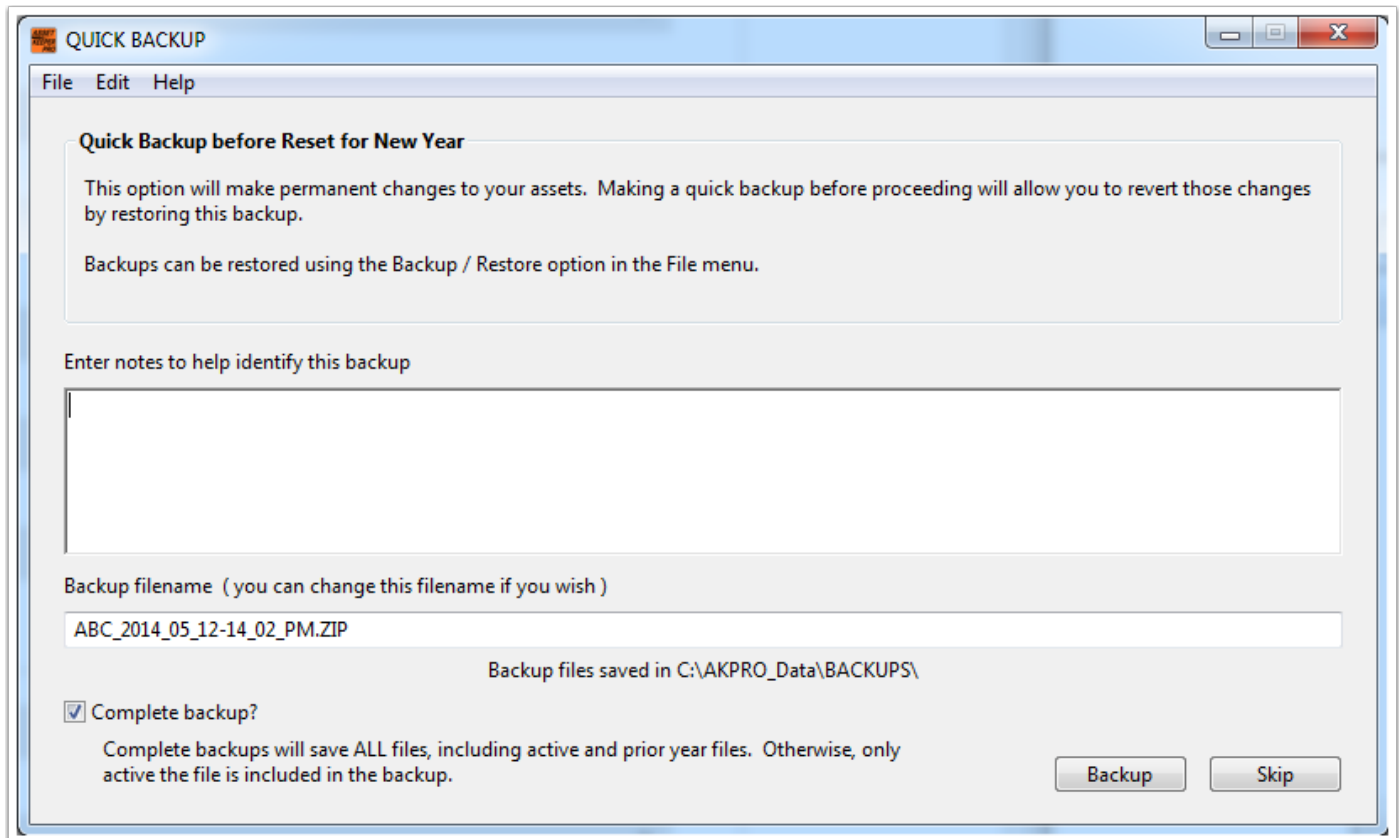# Asset Keeper Pro - Housekeeping / Reset for New Year

Reset for New Year (Quick Backup)

Reset for New Year (accessed from the Housekeeping menu), allows you to reset your file for the New Year so that you may enter activity for the New Year, run reports, etc.

After selecting the Reset for New Year option you will be prompted to perform a backup of your file before proceeding.

Reset for New Year

After the backup is complete, the Reset for New Year screen will appear.

Select the desired options and click the "Reset" button. To see a list of everything that Asset Keeper Pro does during the Reset, click the link before clicking the "Reset" button.