Quick Trial Balance Pro

Journal Entries

This is the add / edit screen for journal entries.

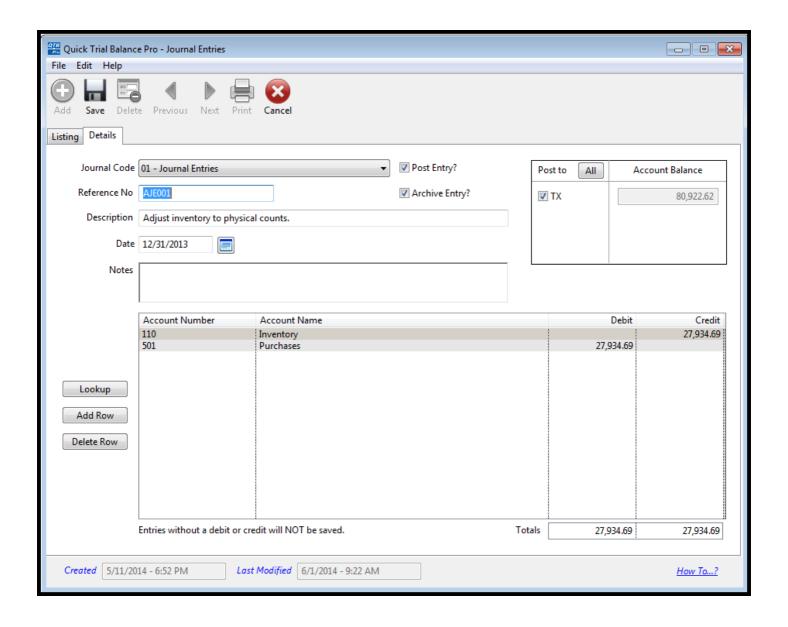
By using the "Post entry?" check box you can control whether journal entries are posted to your trial balance.

You can use the "Archive Entry?" check box to save the journal entry to an achive file. The advantage of saving a journal entry to an achive file is that you can select from these in subsequent years to save time in subsequent years.

If you have multiple books, you can control what books the entry will be posted to using the options in the upper right section.

You can also create an unlimited number of journals that allow you to create categories of journal entries. For example, you could create a journal for inventory adjustments, payroll adjustments, or "passed" journal entries that are determined to be too insignificant to post.

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