

Update Report for QuickBooks Online for Canada

Chapter 5

Academic Year 2025–2026

Last updated December 11, 2025

Edits for print version 10 9 8 7 6 5 4 3 2 1 (check your copyright page)

GLOBAL CHANGES

WE REMOVED ALL STEPS RELATED TO THE CLASSIC USER INTERFACE AND REPLACED THEM WITH UPDATED INSTRUCTIONS, PATHWAYS AND IMAGES FOR THE NEW INTERFACE. ¹¹¹²²⁵

WE REPLACED ALL INSTANCES OF THE “+ NEW” BUTTON WITH THE “+ CREATE” BUTTON. ¹¹¹²²⁵

WE REPLACED ALL INSTANCES OF “HOME TAB OF THE DASHBOARD,” “DASHBOARD HOME TAB,” “DASHBOARDS,” “DASHBOARD,” AND “DASHBOARD CENTRE” WITH “HOME PAGE.” ¹¹¹²²⁵

WE REPLACED ALL INSTANCES OF “STANDARD TAB” WITH “STANDARD REPORTS TAB” ¹¹¹²²⁵

P119 CHAPTER OPENER—WE REPLACED “EXPENSES CENTRE” WITH “EXPENSES & BILLS APP.” ¹⁵¹¹²⁵

PP120–21 “THE EXPENSES CENTRE”—WE RENAMED THE SECTION “EXPENSES & BILLS APP” AND REPLACED THE TEXT UP TO THE HEADING “ADDING SUPPLIERS.” THIS SECTION CAN BE DOWNLOADED [HERE](#). ¹⁵¹¹²⁵

P122 DYS 5-1 #1—WE REPLACED STEP #1 WITH THE FOLLOWING: ¹¹¹²²⁵

1. In All Apps, choose **Expenses & Bills**→**Suppliers**.

P122 DYS 5-1 #5—WE REPLACED STEP #5 WITH THE FOLLOWING: ¹¹¹²²⁵

5. Save your changes and click **Suppliers** to return to the Suppliers list.

P122 “IMPORTING SUPPLIERS FROM AN EXCEL OR CSV FILE”—IN THE LAST SENTENCE OF THE 2ND PARAGRAPH, WE REPLACED “EXPENSES CENTRE” WITH “EXPENSES & BILLS APP.” ¹⁵¹¹²⁵

P122 “IMPORTING SUPPLIERS FROM AN EXCEL OR CSV FILE”—WE REPLACED THE 2ND REFERENCE STEP WITH THE FOLLOWING: ¹¹¹²²⁵

All Apps→Expenses & Bills→Suppliers→New Supplier ▾ →Import Suppliers

P127 “BILLS”—WE UPDATED THE 1ST SENTENCE AS FOLLOWS: ¹⁵¹¹²⁵

If you will be paying your supplier after a purchase has been made, and the supplier has given you 30 days to pay your bills, you will record those expenses as a bill. The Bill

Update Report

P127 “BILLS”—IN THE 1ST SENTENCE OF THE 3RD PARAGRAPH, WE DELETED “THAT OF.” 151125

P138 “PAYING BILLS”—WE REPLACED THE REFERENCE STEP WITH THE FOLLOWING: 111225

+ Create→Suppliers→Pay Bills | All Apps→Expenses & Bills→Suppliers→[supplier] Action menu→Make Payment

PP145–46 CH. 5 SELF-ASSESSMENT

#3A/B/C/D (“To enter a transaction for a service paid...”)—We replaced “+ New” with “+ Create.” 151125

#10B (“How can you take a quick look...”)—We replaced the answer option with: “Click the orange Unpaid Last 365 Days section on the money bar in the Suppliers list.” 111225

#10D (“How can you take a quick look...”)—In answer option D, we replaced “+ New” with “+ Create.” 151125

P147 RYS 5-1 #1—WE REPLACED THE STEP WITH THE FOLLOWING: 111225

1. In All Apps, choose Expenses & Bills→Suppliers.