Update Report for QuickBooks Online for Canada: Comprehensive

Academic Year 2021–2022

Last updated April 7, 2022

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

P76 AYS 3-3, STEP #7

The comma in the solution filename should be removed: **CH03 Profit and Loss as at June 30 2026**

P106 RYS 4-1, STEP #3

The provided Chapter 4 file is **CH04 Import Customers.xlsx**, not CH04 Import Customers.csv.

P162 DYS 6-4, STEP #5

> 5. Check the circle to the right of the amount of **3,831.80**.

P208 AYS 8-1, STEP #4

In step #4, change “Run the report in the Products and Services area” to “Use the **More** button in the Products and Services area to run the report”: Use the **More** button in the Products and Services area to run the report, exporting and saving it in Excel format to your **Chapter 08** folder as: **CH08 Product and Service List**

P233 AYS 9-3, STEP #2

Under the step #2 comment, a new comment paragraph should be added: *You were not able to close the books. Why not?*

P259 AYS 10-3, STEP #3

In step #3, change “all dates” to “this year.”

P262 ABOVE “QUICKBOOKS PAYROLL”

This section should be added before the “QuickBooks Payroll” section:

Before You Begin

QBO payroll is regularly updated. As you progress through this chapter, you may find that your screen does not exactly match the images or that the steps to complete a process have been rearranged in QBO. In most cases you will be able to complete the work by staying alert (and calm) and remembering that the information you need is in the exercise. Follow the prompts. Unexpected changes are the nature of cloud-based software.

Also keep in mind that payroll tax tables change twice a year. This is why the TD Operating Account is no longer included in the "Check Figures" (net pay amount will vary depending on when you do the work, as deduction calculations for CPP, EI and tax will fluctuate). The "Check Figures" instead focus on gross amounts, like hours and gross payroll.

P301 CH. 12 "PREPARE YOUR DELIVERABLES—SET 3"
In the second bullet, delete "(Total Assets: $35,302.62)." In the 3rd bullet, change "$989.84" to "$978.51."

P327 SELF-ASSESSMENT ANSWER KEY—CH. 3, Q#6 ("WHAT IS THE PURPOSE…")
The answer should be B (to record transactions that don't have a specific form), not C.

P329 SELF-ASSESSMENT ANSWER KEY—CH. 10, Q#6 ("HOW CAN YOU LEARN ABOUT NEW IDEAS…")
The answer should be C (Choose Gear→Your Company→QuickBooks Labs.), located at "QuickBooks Labs *and* DYS 10-9, step #1," not D, located only at "QuickBooks Labs."

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P24 SELF-ASSESSMENT Q#10 ("WHAT ARE THE THREE AREAS…)"
This question should only have four answer options. Options E and F should not be included.

PP56/323 GLOSSARY ENTRY FOR "ASSETS"
In the definition, change "owes" to "owns."