Update Report for QuickBooks Online for Canada: Comprehensive

Academic Year 2024–2025

Last updated August 15, 2025

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

A note about report layout: As of this publication, the layout and formatting of some reports, including the Chart of Accounts, is actively being updated. Whenever you see the Switch to Classic View button, click it prior to exporting the report. This will ensure proper grading by the automated system. 082323

P12 **"A FEW THINGS TO KEEP IN MIND"—REPLACED THE LAST BULLET WITH THE FOLLOWING:** 090924
"As of this publication, developers are actively updating both the look and feel of reports and how they are exported. The assignments and projects in this course align with the classic view of reports. To ensure your reports appear as they should, always click the Switch to Classic View button if it is an option *before* exporting. This is essential so your reports are exported correctly for grading."

P12 **ASK YOURSELF 1-1—REPLACED BOTH INSTANCES OF "TEST DRIVE" WITH "SAMPLE COMPANY."** 090924

P52 **AYS 2-1—INSERTED THE FOLLOWING COMMENT AFTER STEP #7:** 090924
"Make sure your report is in classic view before exporting it in the next step."

P54 **AYS 2-3—INSERTED THE FOLLOWING COMMENT AFTER STEP #7:** 090924
"Don't forget about classic view! You won't always be reminded to check which view you are in."

P172 **AYS 6-2 #2—INSERTED THE FOLLOWING NOTE!** 062625

> **NOTE!**
> If your version of QuickBooks Online does **not** display the *"Enter the service charge or interest earned, if necessary"* section during reconciliation, instead create a regular Expense transaction for $5 at the end of each month and assign the transaction to the Bank Charges account.

P179 **"PREPARE YOUR DELIVERABLES—SET 1"—UPDATED THE TEXT IN PARENTHESES IN THE 3RD BULLET AS FOLLOWS:** 111924

> - TD VISA register, saved as: **CH07 TD VISA Register** (make sure that August is the date at the top before exporting)

P193 DYS 8-3—DUE TO CHANGES IN THE APP, WE INSERTED THE FOLLOWING NOTE! AT THE END OF THE OPENER TEXT: 081525

> **NOTE!**
>
> The QuickBooks Online sample company may not support creating purchase orders for some users. If you see an error, read through the steps and examples so you're prepared to complete this task in the *Reinforce Your Skills* and *Apply Your Skills* exercises, where the Purchase Order feature will be available.