

Update Report for QuickBooks Online

Chapter 1

Academic Year 2025–2026

Last updated October 1, 2025

If you're an ebook user, these edits are already included there. If you're using the print book, we recommend you print this report for easy reference as you work through the course.

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

IMPORTANT! As you may know, Intuit has been rolling out a new QuickBooks Online interface but up to this point has been allowing users to revert to the classic user interface. **On 10/01/25, Intuit stopped supporting the classic user interface. This means any user who has opted out of the new user interface will automatically be opted back in.**

Labyrinth Learning's textbook was written using the classic user interface, but we are calling for the following edits to ensure students using our QuickBooks Online materials have the best experience possible.

If you encounter problems following a step, we recommend you use the search feature in QBO to locate the feature you are looking for.

GLOBAL CHANGES

IN ALL INSTANCES WHERE STUDENTS ARE TOLD TO CLICK THE + NEW BUTTON, WE CHANGED THE NAME TO "+ NEW OR + CREATE." 100125

IN ALL INSTANCES WHERE STUDENTS ARE TOLD TO RETURN TO THE HOME DASHBOARD, WE START BY SPLITTING THE INSTRUCTIONS AS FOLLOWS TO INCLUDES STEPS FOR USERS IN THE NEW EXPERIENCE: 100125

12. Return to the Home Dashboard *or* Dashboard.

- *Classic user interface:* Choose **Dashboards**→**Home**.
- *New experience:* Click **Dashboard**.

AS THE BOOK PROGRESSES, WE SHORTEN THIS AS FOLLOWS:

6. Return to the Home Dashboard *or* Dashboard.

P1

LEARNING OBJECTIVE #6—WE REPLACED THE LEARNING OBJECTIVE WITH THE FOLLOWING: 100125

- ▶ Use the Navigation bar to access the Sales center *or* Sales & Get Paid app and the Expenses centers *or* Expenses & Pay Bills app

P2 “INTRODUCING QUICKBOOKS ONLINE”—WE ADDED TWO BULLETS RELATED TO FEATURES AVAILABLE IN THE NEW EXPERIENCE. 100125

- NEW! Track inventory valuation using the moving average cost (MAC) accounting method
- NEW! Use Intuit Assist, which delivers suggested personalized and intelligent tools that streamline your work

P3 “QUICKBOOKS ONLINE SUBSCRIPTIONS”—WE ADDED THE FOLLOWING NOTE! AFTER THE “SUBSCRIPTION LEVEL FEATURE COMPARISON” TABLE: 100125

NEW

Since the publication of this edition, Intuit has added Intuit Assist to all subscriptions, which provides different levels of AI assistance to users depending on their subscription level. For the most recent comparison charts and pricing, go to: quickbooks.intuit.com/pricing

P4 “UPDATES AND THE EVER-EVOLVING USER INTERFACE”—WE ADDED THE FOLLOWING SENTENCE AT THE END OF THE 2ND PARAGRAPH: 100125

Or perhaps the process has changed but only slightly, and you can still work through the exercise. If you encounter difficulties, use the in-app search bar to navigate to the page you need.

P7 “NAVIGATING THE USER INTERFACE”—WE ADDED AN ENTIRELY NEW SECTION TITLED “NEW! THE NEW QUICKBOOKS ONLINE EXPERIENCE.” THIS SECTION CAN BE DOWNLOADED [HERE](#). THE NEW SECTION ALSO INCLUDES A VIDEO THAT CAN BE VIEWED IN THE EBOOK, IN THE ELAB COURSE, OR ON [YOUTUBE](#). 100125

P7 AFTER THE NEW TEXT ABOVE, WE INSERTED THE FOLLOWING HEADING AND ADDED THE WORD “CLASSIC” IN THE TEXT: 100125

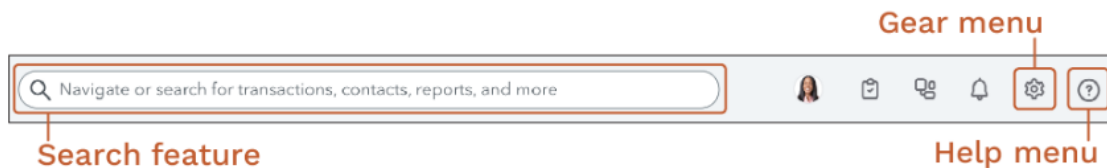
The Classic QuickBooks Online User Interface

The QuickBooks Online user interface comprises all the software design features that allow you to interact with QuickBooks Online. The classic user interface includes shortcut icons

P7 “THE CLASSIC QUICKBOOKS ONLINE VIEW”—AFTER THIS SECTION, WE ADDED THE FOLLOWING HEADING (BEFORE THE SECTION TITLED “THE GEAR MENU”) AND INSERTED AN IMAGE: 100125

Features Available in Both Views

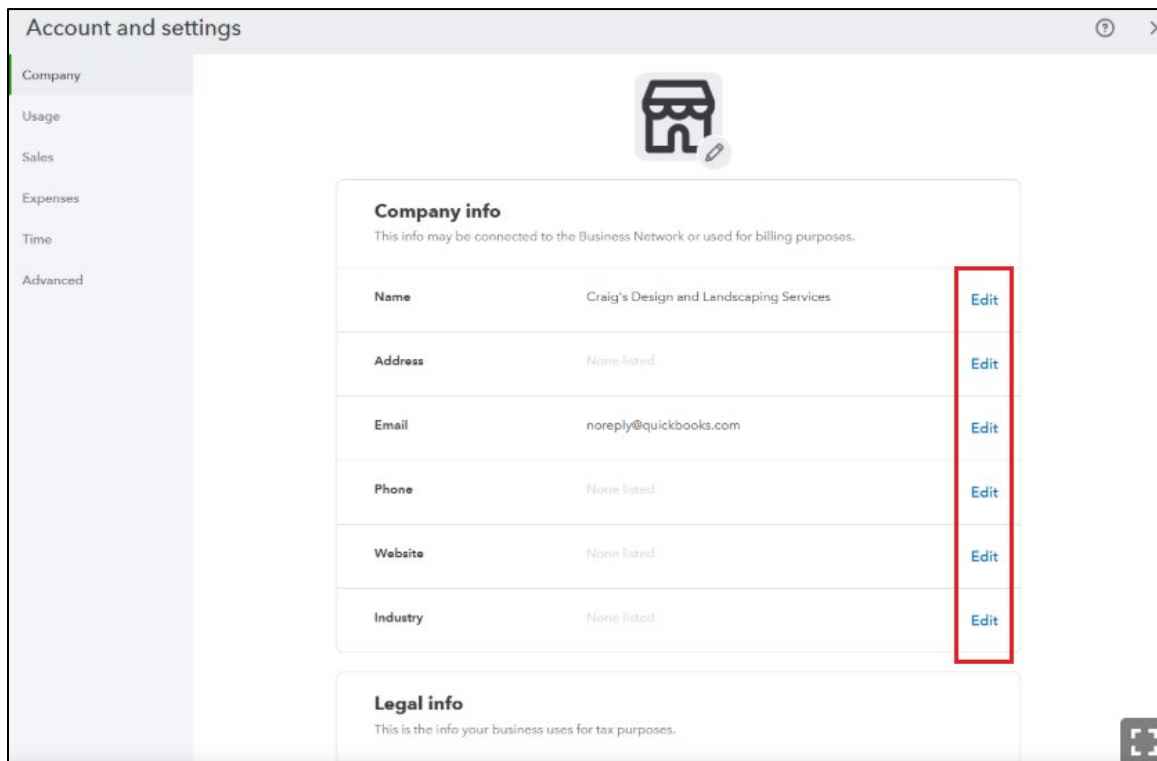
The upper-right navigation tools make it easy to search for transactions as well as view recent transactions.



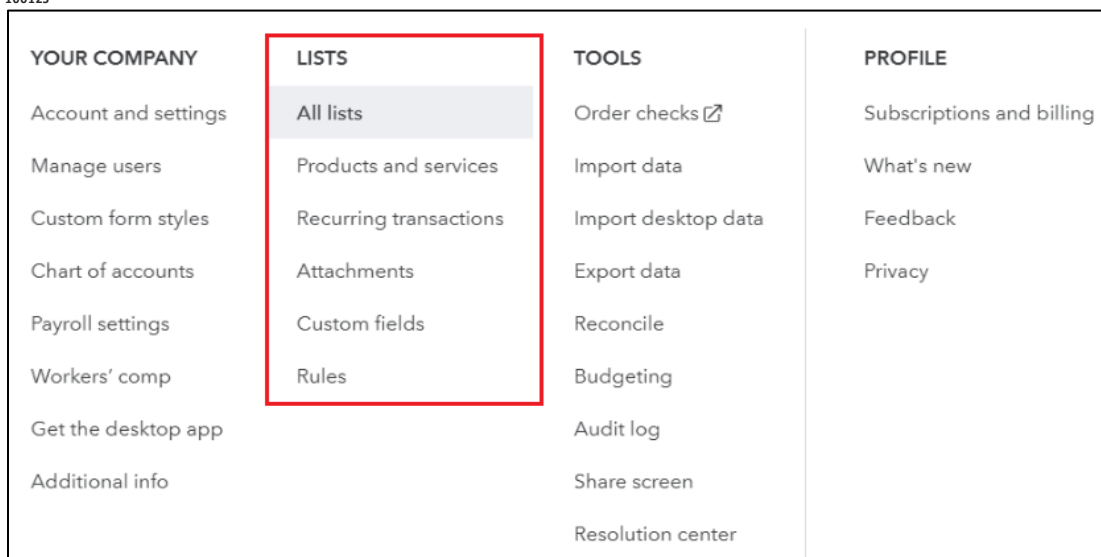
P7 “YOUR COMPANY”—WE CHANGED THE 2ND PARAGRAPH TO REFLECT THE NEW INTERFACE. 100125

The Edit ~~pencil~~ ~~buttons~~ ~~icons~~ (circled) allow you to edit your address, tax ID, and contact information, as well as add your company logo.

P7 “YOUR COMPANY”—WE REPLACED THE FIRST IMAGE WITH THE FOLLOWING: 100125



P9 “LISTS”—WE REPLACED THE IMAGE WITH THE ONE FROM THE NEW EXPERIENCE (TAG ARE NO LONGER AN OPTION UNDER “LISTS.”): 100125



P9 ASK YOURSELF 1-2 (“WHICH ICON INDICATES THAT A SECTION...”)—WE DELETED THIS QUESTION, AS THE ICON HAS CHANGED. THE REMAINING ASK YOURSELF QUESTIONS IN THE CHAPTER HAVE BEEN RENUMBERED. 100125

P9 DYS 1-2 #1—WE REPLACED STEP #1 WITH THE FOLLOWING: 100125

1. You should be on the Dashboards screen *or* Dashboard. If not:
- *Classic user interface:* Click **Dashboards** on the Navigation bar and then click the **Home** tab.
- In future exercises, instructions like this will appear as: "Choose Dashboards→Home."*
- *New experience:* Click **Dashboard** on the left Navigation bar.

P10 DYS 1-2 #5—WE ADDED THE FOLLOWING SENTENCE TO THE END OF THE COMMENT AND REPLACED THE IMAGE: 100125

Included is the account type badge, which indicates the financial statement the account will appear on.

Chart of accounts

Feedback Run report New account

< All lists

Batch actions Filter by name or numb All

< Previous 1 - 75 Next >

	NAME	ACCOUNT TYPE	DETAIL TYPE	QUICKBOOKS BALANCE	BANK BALANCE	ACTION
☐	Checking	Bank BAL	Checking	\$1,201.00	-\$3,621.93	View register ✓
☐	Savings	Bank BAL	Savings	\$800.00	\$200.00	View register ✓
☐	Accounts Receivable (A/R)	Accounts receivable (A/R) BAL	Accounts Receivable (A/R)	\$5,281.52		View register ✓
☐	Inventory Asset	Other Current Assets BAL	Inventory	\$596.25		View register ✓
☐	Prepaid Expenses	Other Current Assets BAL	Prepaid Expenses	\$0.00		View register ✓

P10 DYS 1-2 #10—WE REPLACED STEP 10 WITH THE FOLLOWING: 100125

10. Return to the Home Dashboard *or* Dashboard.
- *Classic user interface:* Choose **Dashboards→Home**.
 - *New experience:* Click **Dashboard** on the left Navigation bar.

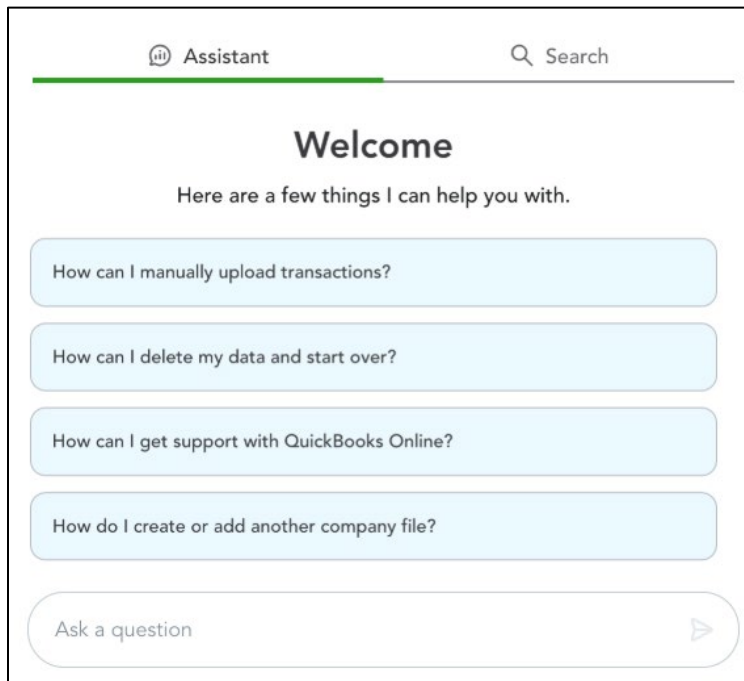
P10 DYS 1-3 #1—WE ADDED THE FOLLOWING CLARIFYING TEXT: 100125

1. Click the **Search**  button *at the upper-end of the screen* to display a list of recent transactions.

PP10-11 DYS 1-3 #2-3—WE REPLACED THESE STEPS WITH THE FOLLOWING AND RENUMBERED THE REMAINING STEPS: 080725

2. Type **Pam Seitz** in the search field and click on the Expense transaction for **\$75.00**.
- QuickBooks Online takes you to the Expense transaction window.*

P11 **DYS 1-4 #3**—WE REPLACED THE IMAGE WITH THE FOLLOWING, AS THE APP HAS CHANGED: 080725



P12 **"THE NAVIGATION BAR"**—WE REPLACED THE HEADING WITH **"THE NAVIGATION BAR IN THE CLASSIC USER INTERFACE"** AND REPLACED THE FIRST TWO SENTENCES WITH THE FOLLOWING: 100125

The Navigation bar in the classic user interface offers quick access to the various centers and contains the + New button (which is now named the + Create button in the new experience). Clicking + New *or* + Create displays a menu of transactions, which are grouped by Customers, Vendors, or Employees. The transactions under Other are not specific to a

P12 **ASK YOURSELF 1-3**—THE EXERCISE NUMBER WAS UPDATED TO **1-2**, AND WE ADDED THE FOLLOWING TEXT REFLECTING THE NEW EXPERIENCE: 100125

Ask Yourself 1-23

Clicking the + New *or* + Create button opens:

- A.** the centers *or* apps
- B.** the Navigation bar
- C.** a menu of action links
- D.** the Your Company screen

P13 DYS 1-5 #4—WE ADJUSTED THE LANGUAGE IN THE COMMENT AS FOLLOWS FOR CLARITY: 100125

*As of this publication, Intuit is updating the appearance of the Invoice screen. You may have the classic **appearance** look:*

*Or, you may have the new Invoice form **appearance** experience:*

P16 ASK YOURSELF 1-4—THE EXERCISE NUMBER WAS UPDATED TO 1-3, AND WE ADDED TEXT REFLECTING THE NEW EXPERIENCE: 100125

Ask Yourself 1-3

From which center or app would you create an invoice?

- A. Dashboards (classic user interface) or Dashboard (new experience)
- B. Transactions (classic user interface) or Bank Transactions (new experience)
- C. Sales (classic user interface) or Sales & Get Paid (new experience)
- D. Expenses (classic user interface) or Expenses & Pay Bills (new experience)

P16 DYS 1-6 #1-2—WE REPLACED STEPS #1-2 WITH THE FOLLOWING, RETAINING THE STEP #2 IMAGE: 100125

1. Open the Customers List.
 - *Classic user interface:* Click **Sales** on the Navigation bar and then choose **Customers**.
 - *New experience:* Click **My Apps**→**Customer Hub**→**Customers**.
2. Click **Cool Cars**.
Notice the following tabs in the classic user interface: Transaction List, Statements, Recurring Transactions, Customer Details, and Late Fees. The new experience also includes tabs for Activity Feed, Notes, and Tasks.

P18 ASK YOURSELF 1-5—THE EXERCISE NUMBER WAS UPDATED TO 1-4 100125

PP21-22 CH. 1 SELF-ASSESSMENT 100125

#1 ("FIFO is the inventory tracking method...")—We inserted "default" before "inventory tracking."

#7 ("One purpose of Navigation bar is to provide...")—We replaced question with "One purpose of the left Navigation/menu bar is to provide access to the Sales, Expenses, Reports, and Payroll features."

#20 ("Where on the Home Dashboard can you find shortcuts...")—We removed this question.