

QUICKBOOKS ONLINE

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Banking and Credit Card Transactions

Learning Objectives

- Identify Bank Transactions area features
- Set up bank feeds/transactions
- Set up bank rules
- Manage credit card transactions
- Match and add transactions
- Reconcile bank and credit card accounts
- Create reconciliation reports
- Create financial statement reports

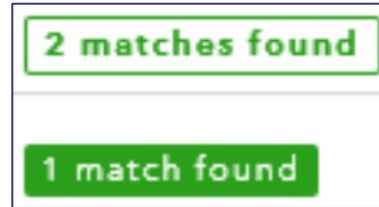
Managing Bank Transactions

- Bank Transactions area in the Accounting app shows balances of all banking and credit card accounts
- Sync any app transactions
- Upload receipts
- Access reconciliation features
- Create rules
- Link to your Chart of Accounts
- Access an AI agent that provides assistance

Setting Up and Using Bank Feeds

- Sync QuickBooks with banks and credit card providers

- Read-only
- Match, add/post, exclude transactions



- If your bank doesn't participate, import bank data using these formats: PDF, JPG, PNG, HEIC, CSV, QFX, QBO, OFX, and TXT
- Categorize your transactions 

Managing Bank Rules

- Save time and minimize errors in bank feeds
- Create for both money-in (deposits) and money-out (expenses) transactions
- Worth the time it takes for initial setup

and include the following:

[+ Add a condition](#)

Then [Assign](#)

Transaction type

Category

Product/service

[+ Add a split](#)

Payee

Other Banking Transactions

Other types of banking transactions QuickBooks can carry out:

- Funds transfers
- Online payments
- Refunds and rebates
- Depositing money not from a specific customer
- Spending money not associated with a specific vendor

Entering Debit and Credit Card Transactions

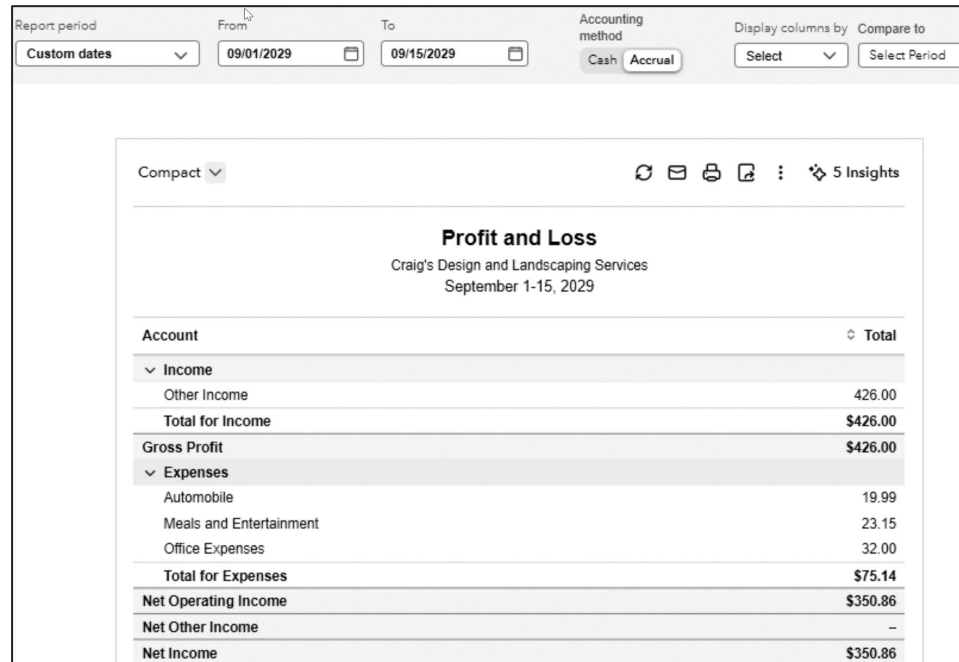
- Bank accounts
 - Assets
 - Purchase (debit card, check)
 - bank account ↓
 - expense account ↑
- Credit cards
 - Liabilities
 - Purchase
 - liabilities ↑
 - expense account ↑
 - Pay credit card from checking: assets and liabilities ↓

Reconciling Accounts

- Compare transactions in QuickBooks against bank and credit card statements
 - Identify errors—void and delete as needed
 - Identify info missing from QuickBooks
- Bank feeds/transactions automate the process, but you should reconcile manually to ensure accuracy
- Every deposit in Undeposited Funds must match what the bank receives
- Can use receipt capture to import expenses and automatically record and categorize them and match to bank feed

Preparing Financial Reports

- Balance sheet - summary of financial balances
- Profit and loss - income for a period, less COGS and expenses



The screenshot displays a financial reporting interface. At the top, there are filters for the report period (From 09/01/2029 to 09/15/2029), accounting method (Accrual), and display options. The main content area shows a 'Profit and Loss' statement for 'Craig's Design and Landscaping Services' for the period 'September 1-15, 2029'. The statement is presented in a compact view with a table of accounts and their corresponding totals.

Account	Total
Income	
Other Income	426.00
Total for Income	\$426.00
Gross Profit	\$426.00
Expenses	
Automobile	19.99
Meals and Entertainment	23.15
Office Expenses	32.00
Total for Expenses	\$75.14
Net Operating Income	\$350.86
Net Other Income	-
Net Income	\$350.86