

Top Icon Bar Worksheet

Mark the items below that you use or plan to use in QuickBooks®

Add Services to QuickBooks	_____	Payroll	_____
Add users to your license	_____	Print 1099s/1096	_____
Add/Edit Multiple List Entries	_____	Print Bill Payment Stubs	_____
Adjust Sales Tax	_____	Print Checks	_____
Authorize and Capture Payments	_____	Print Credit Memos	_____
Back Up Data	_____	Print Invoices	_____
Bank Feeds	_____	Print Labels	_____
Batch Transactions	_____	Print Pay Stubs	_____
Bill Tracker	_____	Print Paychecks	_____
Calculator	_____	Print Purchase Orders	_____
Cards & eChecks	_____	Print Sales Receipts	_____
Chart of Accounts	_____	Print Timesheets	_____
Create Invoices	_____	Process Multiple Reports	_____
Create Portable Company File	_____	Process Payroll Forms	_____
Customers	_____	QuickBooks Help	_____
Document Center	_____	Receive Items	_____
Employees	_____	Record deposits and fees	_____
Enter Bills	_____	Reminders	_____
Export Addresses	_____	Reports	_____
Find more business solutions	_____	Search	_____
Find Transactions	_____	Send Feedback Online	_____
Home Page	_____	Snapshots	_____
Import from Excel	_____	Support	_____
Income Tracker	_____	Transaction History	_____
Item List	_____	Transaction Journal	_____
Leads	_____	Upgrade	_____
Live Community	_____	Use Register	_____
Manage Sales tax	_____	Vendors	_____
Memorized Transaction List	_____	View Calendar	_____
My Company	_____	Write Checks	_____
Open Portable Company File	_____	Write Letters	_____
Pay Sales Tax	_____		

The above list was generated from the Add Icon Bar Item window in QuickBooks® Desktop Pro for educational purposes only. The author and this document are not associated with, affiliated with, endorsed by, or sponsored by Intuit® or QuickBooks®, nor has the content of this document or course been reviewed, tested, or certified by Intuit® or QuickBooks®.