How do I customize the Register Action Bar?

The **Register Action Bar** is located just above your account register. It contains a row of buttons that can be customized to give you quick access to the features and reports that you use most often.

Each Quicken account type has a different set of Action Bar buttons to choose from, and each of your account registers can have a different set of Action Bar buttons.

1. From the register or transaction list of an account, click  (the Account Actions icon), and then choose Customize Action Bar.
2. In the list on the left, select the command you want to add to the **Action Bar**.
3. Click **Add**.
4. In the list on the right, select the command you want to move within the **Action Bar** or remove entirely.
5. Click **Move Up** or **Move Down** to move the command button left or right on the **Action Bar**.
6. Click **Remove** to eliminate the button from the **Action Bar**.
7. If you make a mistake while editing the **Register Action Bar**, you can restore it to its original configuration by clicking **Reset to Default**. All changes and customization will be lost.

Note

There is also a Quicken Toolbar that you can customize.