

Setting up cash accounts

1. In Quicken, choose **Accounts > New > Cash**.
2. Click **Finish** to add the account.
3. Choose **Transactions > New Transaction**.
4. Enter an opening balance transaction with the total amount of cash you have on hand today.
5. (Optional) Click Save to enter the transaction.
 - You don't need to click **Save** to save the transaction—Quicken records the transaction automatically when you press **Enter**, move on to another task, or close the register.