

NAME _____ KEY _____

QUICKBOOKS ONLINE PLUS: A COMPLETE COURSE 2019

Chapter 1 Quiz

TRUE/FALSE

ANSWER THE FOLLOWING QUESTIONS IN THE SPACE PROVIDED BEFORE THE QUESTION NUMBER.

- T 1.01. When using QuickBooks Online your data is saved in the Cloud.
- T 1.02. The Gear icon may be used to access Lists in QuickBooks Online.
- T 1.03. All the accounts that your company uses can be found in the Accounting Center under Chart of Accounts.
- T 1.04. You must Turn on Payroll in order to access the Payroll Tax Center.
- F 1.05. You click the Recent Transactions icon to search for a specific invoice.

MULTIPLE CHOICE

WRITE THE LETTER OF THE CORRECT ANSWER IN THE SPACE PROVIDED BEFORE THE QUESTION NUMBER.

- A 1.06. QuickBooks Online Plus uses the ____ method of inventory valuation.
A. FIFO
B. Average Cost
C. Declining Balance
D. Accelerated Use
- D 1.07. The Top-Navigation Bar, Left-Navigation Bar, Gear Icon, and Help are shown on the ____.
A. Dashboard
B. Money Bar
C. Activities Page
D. Home Page

- D** 1.08. Vendors are accessed via the ___ tab on the Left-Navigation Bar.
A. Reports
B. Banking
C. Accounting
D. Expenses
- B** 1.09. In order to customize information shown in the Vendors List, you click the ___ icon.
A. Show
B. Settings
C. New Vendor
D. Edit
- C** 1.10. You may find the list of Keyboard Shortcuts by clicking the ___ icon and entering Keyboard Shortcuts.
A. Gear
B. Menu
C. Help
D. Shortcuts