Bank Accounts

Cash and bank management > Common > Bank accounts

Summary
Bank accounts are used to record and reconcile monetary transactions.

Steps
1. Create a Bank account

Tips
• Bank accounts can be used for other reconciliation processes, such as credit cards
• Tie one Bank account to one Main account
Create a Bank account

- Type a short code in **Bank account**.
- Fill in the bank **Name**.
- Tie the Bank account to one **Main account**.
- Select **More currencies** to allow multiple currencies to post in the account and translate to the account currency.
- Choose **Currency**.
Interactive 2.1 Bank Accounts
Movie 2.1 Bank Accounts