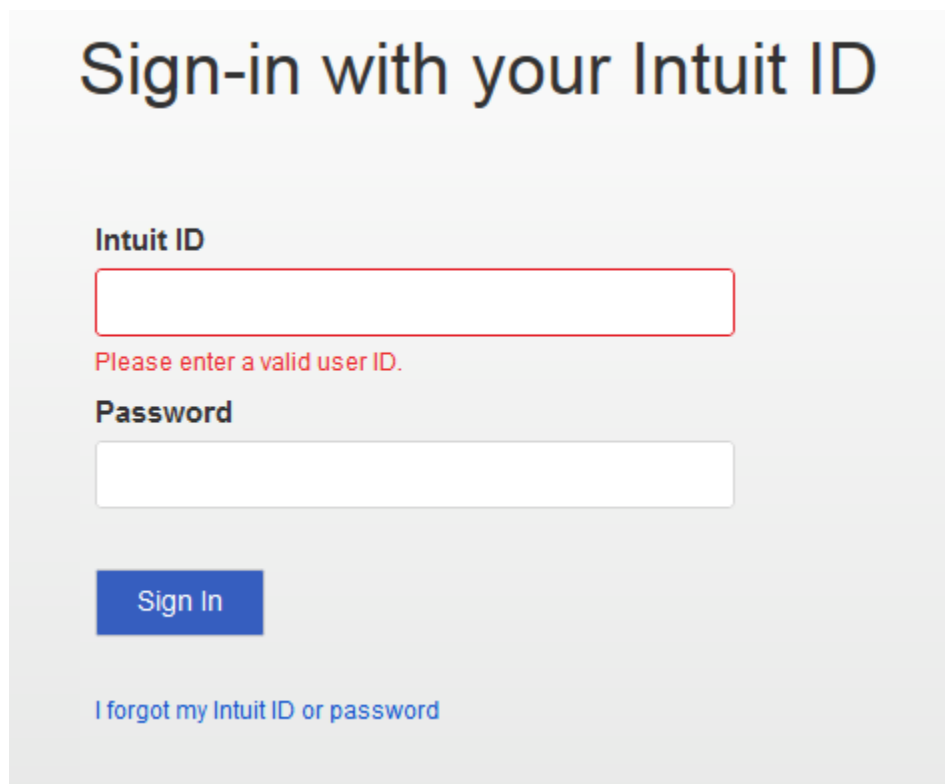
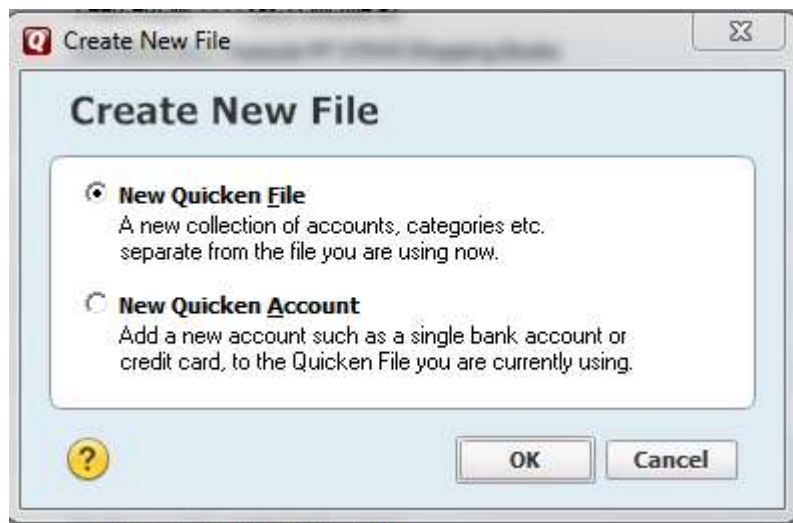


Quicken

First, start a data file in Quicken, and log in.



Quicken will now prompt you to add accounts. Go ahead and start with savings. All accounts under the username you use to connect should be found.

Add Account

Primary Accounts

For managing your finances



Spending & Saving

- Checking
- Credit Card
- Savings
- Cash



Investing & Retirement

- Brokerage
- 401(k) or 403(b)
- IRA or Keogh Plan
- 529 Plan

Property & Debt

For tracking your net worth



Property & Assets

- House
- Vehicle
- Other Asset



Loans & Debt

- Loan
- Home Equity Line (HELOC)
- Other Liability



Cancel

You now need to enter in the name of your financial institution. Just type in "Missoula", and you should get Missoula FCU -New, which is the correct way to list MFCU. Select it.

Add Savings Account

Add Savings Account

Enter the name of your bank

All results

- Missoula FCU -New
- First Bank of Missouri
- First State Bank Missoula MT
- Missoula FCU -New
- Missouri Dental Assn BOA CC
- Montana Educators' CUMissoula,
- Royal Banks of Missouri
- Sch of Mines U of Missouri CC
- Southwest Missouri Bank
- The Bank of Missouri
- The Missouri Bank II

Bank not on the list? Prefer not to download? Interested in advanced connection methods?
Use **Advanced Setup** to create your account.

Quicken will now ask for your user ID and password – this is for your MFCU account. Enter them and connect.

Add Savings Account

Add Savings Account

Missoula FCU -New


WEB: www.missoulafcu.org | TEL: (406) 523-3300

Missoula FCU -New User ID / User Name
for your Missoula FCU -New account

password
for your Missoula FCU -New account

 Show characters

Save this password

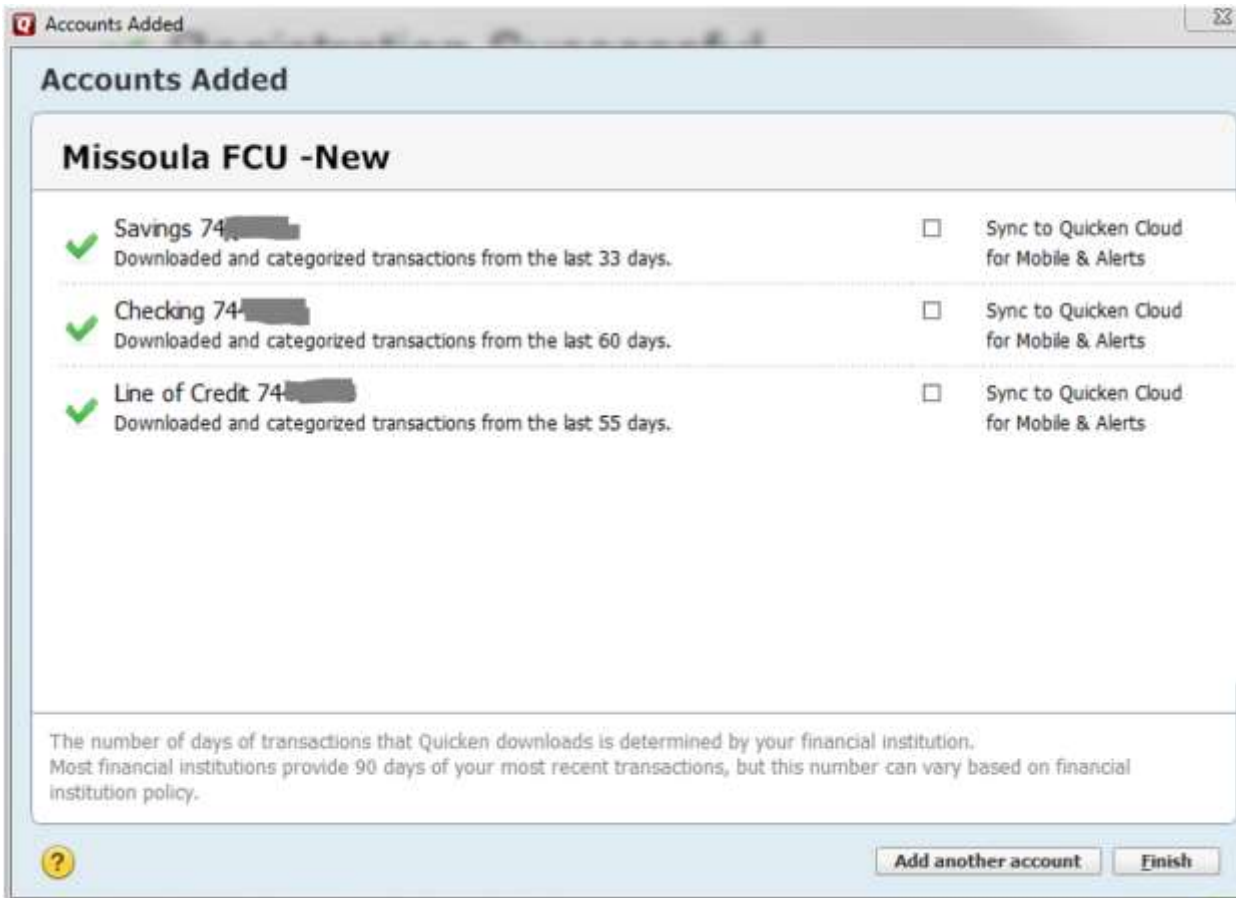
 **Your credentials are safe with Quicken**

We use bank-level encryption to secure your login credentials, they cannot be compromised

[Learn more about our security](#)

For more options use [Advanced Setup](#)

Quicken will now connect to our online banking and find all your accounts under the User ID that you put in.



And now all your accounts should be listed on Quicken. If you want to rename one or add additional information, you can edit it under Tools -> Account List (select Edit). If you want to add accounts from a different username/account number, you can click on "Add an account" at the bottom right and repeat the process with the username/password you want.

Quickbooks

Open up Quickbooks, and select “New Company” under File. Quickbooks will now prompt you to sign in.

Sign in

Email or user ID

Please enter a valid user ID.

Password

Sign In

By clicking Sign In, you agree to our [License Agreement](#) and [Privacy Statement](#).

[I forgot my user ID or password](#)

Skip

Back

Continue

You will now fill in basic information about your business. Only the red-starred information is required.

Glad you're here!

Tell us about your business so we can give you the right tools for what you do.



* Business Name

* Industry [Help me choose](#)

* Business Type [Help me choose](#)

Employer Identification Number (EIN) 

Business Address

City

State ZIP

Country

Phone

*Required

[Intuit's Privacy Statement](#)

Back

Create Company

You now have a business account set up in Quickbooks, but you'll have to connect your MFCU accounts to it.

You're all set!



Keep everything in one place with QuickBooks Desktop



Get paid faster

Payments

Take credit cards and bank transfers right in QuickBooks or on your mobile device

[Learn More](#)



Pay employees and file taxes easier

Payroll

Create unlimited paychecks, use free direct deposit, and e-file taxes

[Learn More](#)



Save time printing checks

Checks and Supplies

Use checks designed to work seamlessly with QuickBooks

[Learn More](#)

[Start Working](#)

Go to Banking -> Bank Feeds -> Set Up Bank Feed for an Account. Enter in Missoula FCU – New and select it below.

Step 1: Find your bank

1 FIND — 2 CONNECT — 3 LINK — 4 DONE

Enter your bank's name

Examples: Bank of America, Citibank, American Express.

Matching Results

- Bank of Montana-Missoula
- Missoula FCU -New**

Showing 1-2 of 2

Or choose from these popular banks

- Bank of America-All Other States
- Chase
- Fidelity Bank
- U.S. Bank - PFM Direct Connect
- JPMorgan Chase Bank
- Wells Fargo Bank
- Capital One Card Services
- Citi Cards
- Discover Card
- American Express

A screen will pop up saying you may not be enrolled in Direct Connect. At this time, you are automatically enrolled for this service by having an online banking account with us. Just hit Continue.

Enroll in Direct Connect

Your bank's Direct Connect service connects your bank accounts to QuickBooks



You're just a few steps away from getting your bank transactions into QuickBooks.

Service provided by
<https://www.missoulafcu.org>
(406) 523-3300

But first, take a minute to make sure you're enrolled in Missoula FCU -New's Direct Connect service.*

Ready to enroll? Think you might have enrolled already?

Call Missoula FCU -New at (406) 523-3300, or visit their [enrollment site](#).

Enrolled and ready to connect?

Click continue to log in and connect to your accounts.

Don't want to use this service?

No problem! You can always manually import your transactions into QuickBooks.

[Here's how.](#)

*You may be charged a fee for this service.

[How does QuickBooks protect my financial information?](#)

Back

Continue

The next screen will tell you that "fees will apply", but at this time, MFCU does not charge a fee for Direct Connect to Quickbooks. Put in your username (for your business account) under "Customer ID" and your online banking password under "PIN".

Step 2: Connect Missoula FCU -New to QuickBooks

Fees will apply.

Want more options? [Use Advanced Setup.](#)



Service provided by
<https://www.missoulafcu.org>
(406) 523-3300

Customer ID For your account

JoelD

PIN For your account

.....

You need special credentials from Missoula FCU -New to sign in here. [Click here to enroll](#)

[How does QuickBooks protect my financial information?](#)

Back

Connect

Quickbooks will now connect to our online banking and find all accounts under the username you entered. You will have to now create a new Quickbooks account for each MFCU account, unless you wish to ignore a given account – in that case, select “Do not add to Quickbooks”.

Step 3: Link your accounts

FIND CONNECT LINK DONE

YOUR BANK ACCOUNTS	QUICKBOOKS ACCOUNTS
SHARES (**-51)-74 (XXX S1)	MFCU Savings - Bank
GREEN DRAFT S2 (**-52)-7 (XXX 63 S2)	MFCU Checking - Bank
VISA CLASSIC (**-L46)-74 (XXXX 3L46)	Do not add to QuickBooks

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Back Connect

Step 3: Link your accounts

FIND CONNECT LINK DONE

YOUR BANK ACCOUNTS	QUICKBOOKS ACCOUNTS
SHARES (**-51)-74463 S1 (XXX 63 S1)	Select existing or create new
GREEN DRAFT S2 (**-52)-7 (XXX 63 S2)	Select existing or create new
VISA CLASSIC (**-L46)-74 (XXXX 3L46)	Select existing or create new

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<https://www.missoulafcu.org>
(406) 523-3300

Add New Account ✕

Account Type Bank

Account Name MFCU Savings Select from Examples

Subaccount of

OPTIONAL


Description My Missoula Federal savings account for TestCorp.

Bank Acct. No.

Routing Number 292977899

Tax-Line Mapping <Unassigned> [How do I choose the right tax line?](#)

Enter Opening Balance... [Should I enter an opening balance?](#)

 Remind me to order checks when I reach check number

Order checks I can print from QuickBooks [Learn more](#)

Save & Close Cancel

At this point, you'll need to actually put the transactions into your ledger.

Success!

✓
✓
✓
4

FIND CONNECT LINK DONE

Your Missoula FCU -New accounts have been added to QuickBooks

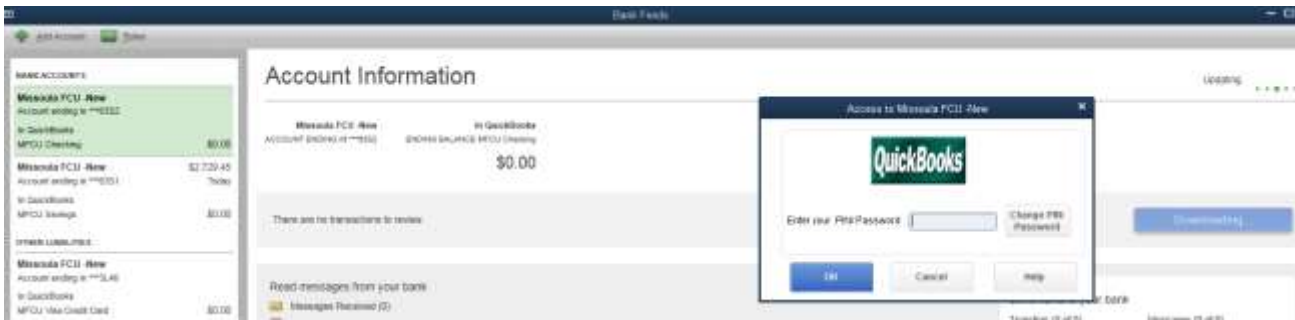
YOUR BANK ACCOUNTS	QUICKBOOKS ACCOUNTS ?	STATUS
SHARES (**-S1)-7 (XXX 63S1)	MFCU Savings	Added
GREEN DRAFT S2 (**-S2)-74 (XXX 63S2)	MFCU Checking	Added
VISA CLASSIC (**-L46)-74 (XXXX 3L46)	MFCU Visa Credit Card	Added

Service provided by
<https://www.missoulafcu.org>
 (406) 523-3300

WHAT'S NEXT?
[Add accounts from another bank](#)
Download your transactions from Bank Feeds

Close

Select “Download Transactions” for an account, and enter your MFCU online banking password again. Repeat for all accounts.



Now select “Transaction List” for an account, and you’ll begin classifying transactions for your ledger. If you want to, you can add a payee for a transaction – once you’ve added in the payee once, you can then classify other purchases from the same source as going to the same payee. You then have to put the transaction into a business account – utilities, job income, office supplies, etc. Once your transaction is ready to be added, select “Quick add” to put it into the ledger.

Tell QuickBooks how to handle these bank transactions

STATUS TYPE FROM TO Show Bank Memo

<input type="checkbox"/>	STATUS	TYPE	DATE	NO.	DOWNLOADED AS	PAYEE
<input checked="" type="checkbox"/>	Rev	CHK	10/4/2016		CITY BREW COFFEE CB 14 MISSOULA	City Brew Coffee
<input checked="" type="checkbox"/>	Rev	CHK	10/3/2016		5GUYS 0489 QSR MISSOULA MT	
<input checked="" type="checkbox"/>	Rev	CHK	10/3/2016		NorthWestern ENE/Speedpay-N/1610	

ACCOUNT	PAYMENT	DEPOSIT	ACTION
Office Supplies		3.25	
Meals and Entertainment		7.38	
Utilities		34.21	Select