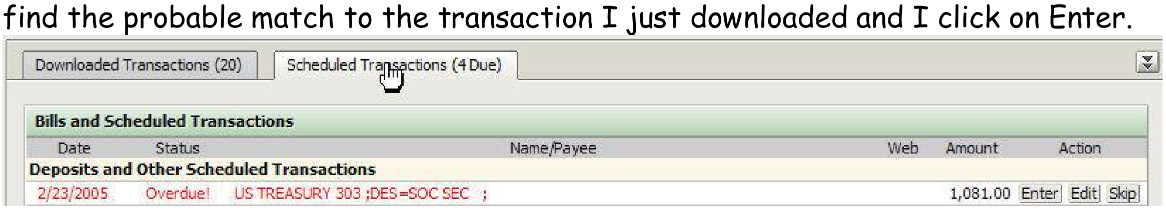
Quicken SIG Notes – March 22, 2005

Matching Transactions to Downloads

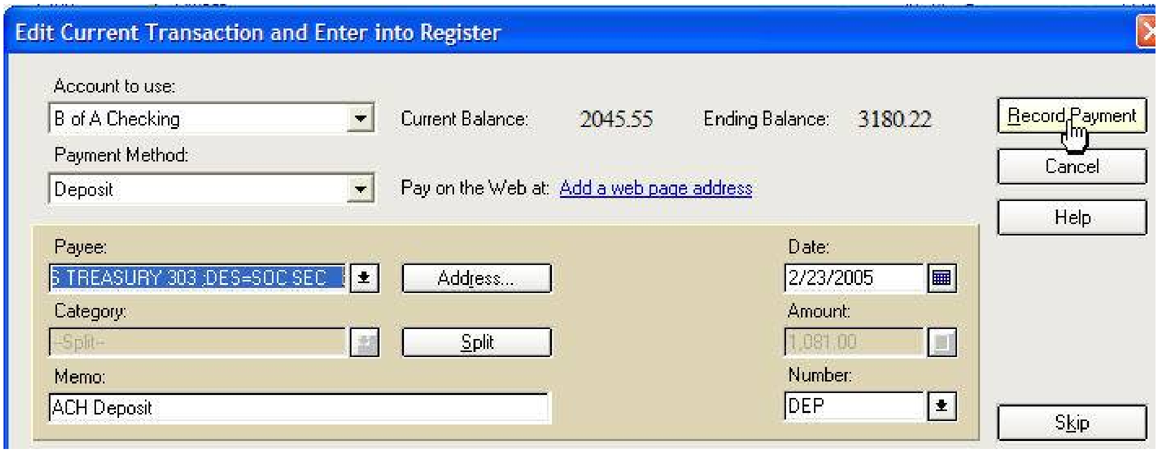
If you are lucky, all your transactions that you enter into your register will match your downloads from your bank on a one-for-one basis. Or maybe they won't. This is what you do if things don't match up. First, download available transactions from your bank (aka financial institution). Look at the Downloaded Transactions tab at the bottom of your bank account register. Do all the downloaded items say "Match", or does one that should be a match say "New", as in the figure below? If they say Match, then select and accept them one by one, entering the correct Payee and Category as necessary. If it says New, then you have to work a little harder.

I have scheduled transactions that I sometimes do not enter into the register ahead of the scheduled transaction day. And sometimes I don't enter them until after I have downloaded the transactions from the bank. Then I get something that looks like the figure below where the Us Treasury deposit is assumed to be New. If I enter it this way, then all my subcategories in the Split may be off. So I handle these kinds of entries differently.

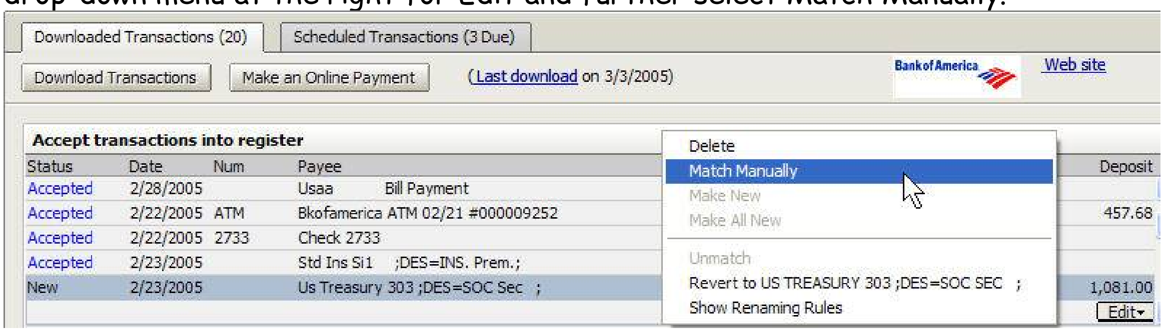
Without entering the transaction, I switch to the Scheduled Transactions tab. I find the probable match to the transaction I just downloaded and I click on Enter.



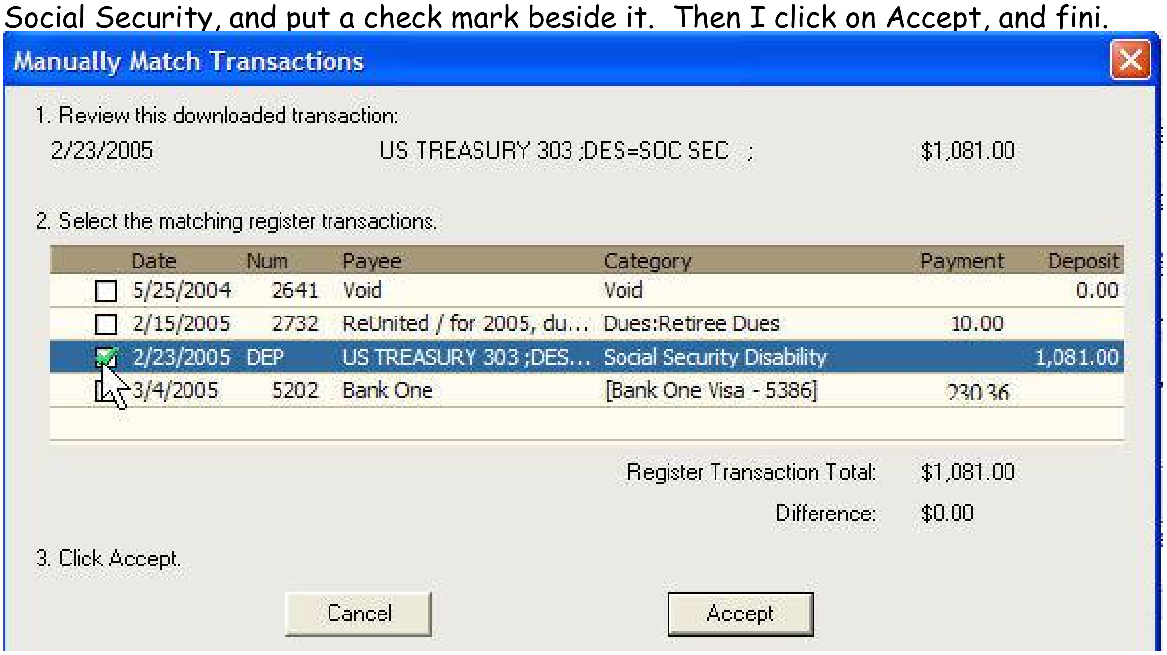
I see the next screen, which is the pre-set screen for entering the scheduled transaction for my Social Security check. Once I am convinced that this is the scheduled transaction that I have downloaded, I click on Record Payment.



The scheduled transaction is entered into the register. Then I go back to the Downloaded Transactions tab, select the New entry for Us Treasury, select the drop-down menu at the right for Edit and further select Match Manually.



I find the transaction that I just entered as the scheduled transaction for my Social Security, and put a check mark beside it. Then I click on Accept, and fini.



Setting Upper and Lower Bounds for Stock Prices

Set up your Alert Preferences on your computer

- For Quicken 2005:
  - Select Investing : Investing Center.
  - Click on the Tab for Today's Data.
  - Under Investment Alerts at the top of the page, click on Set Up Alerts
  - A screen will open for the Alerts Center. Under Investing: First, uncheck all alerts you do not want. Then put a check mark on Price and Volume.
  - The screen on the right will change. At the bottom of the page, select how you want to be notified of your alert: by text or pop up. Click on "Go to Quicken.com to customize price and volume alerts".
  - Get a screen to select accounts to export.
  - Be sure the Portfolio tab is selected. Select accounts if you want to, or Not. On the right, at a minimum, select Send Only My Symbols. (you do not have to send any information to Quicken.com about the number of your shares) Then Click OK.
  - Next, you have to go to Quicken.com and set up your alert preferences.
- For Quicken 2003:
  - Select Investing : Investing Center
  - Under Investing Alerts section, click on Set Up Alerts
  - In Alerts Center, under Investing: Put a check mark on Price and Volume
  - The screen on the right will change. Click on "Go to Quicken.com to customize price and volume alerts".
  - Get a screen to select accounts to export.
  - Select accounts if you want to, or Not. Then Click Yes.
  - Next screen up is "Customize Online Updates"
    - Select portfolio folder tab
    - Under select accounts with securities you want to track
      - At a minimum, Select Send Only My Symbols
      - Click OK
  - It will ask you again if you want to upload your accounts. It's ok to click NO.
  - Click Done
- For Quicken 2001, 2002:
  - Selecting Investing : Investing Center
  - Under Investing Alerts, select Actions : Set Up Alerts
    - Put a check by Quicken.com alerts
    - Click Apply, click OK
- If that does not work for Quicken 2001, 2002, then try:

- **Select Menu : Finance : Alerts**
- **On the Alert Bar, select Actions: Set up Alerts on Quicken.com**
- **You will either go to Quicken.com or you will get a mini-screen for** Quicken.com Online Services. If you are not registered, then click Continue and fill out the forms to establish a username and password for using Quicken.com.

Set Up Your Alert Preferences on Quicken.com

- **In the Quicken Toolbar, Click on the icon for Quicken.com or in the menu,** select Online>Quicken on the Web>Quicken.com. (be sure you are online for the hookup to Quicken.com to work)
  - **Once at Quicken.com**
    - **On the home page, click on Investments Center.**
    - **You are taken to a Sign In screen**
    - **If you are registered, click on <u>sign in here</u>. If not registered, then** do so.
    - **Enter your member ID and password and sign in**
  - **You are taken to your personal Investment Center Home on Quicken.com.** If you have allowed Quicken.com to upload your fund/stock symbols, you will see them listed on the page with the current prices. Find the section for My Alerts, on the right.
    - **Under My Alerts, select Customize My Alerts**
    - **Section 1 contains the Price and Volume Alerts**
      - **Note the choices on the left for displaying your alerts while you** are on Quicken.com. Normally that will not affect you since your alerts will be downloaded to your Quicken program (provided you are online from time-to-time to receive them).
      - **Set your individual alerts for your stocks or securities if you want** the alerts in absolute dollars. If you want to set up alerts based on percentages, click on Select % for all and choose your percentages. You can have the alerts set up in both dollars and %.
      - **Click Finished.**
  - **Close your Browser.**
  - **Your Alerts are now set up for Quicken. Remember that you need to be** online while using Quicken if you want to see any alert updates. Also, if you want to change the type of alert you are receiving (text vs. popup) go through the process in the first section on how to set up Alerts on your computer.

Article by: John Durrett jedurrett@robsoncom.net