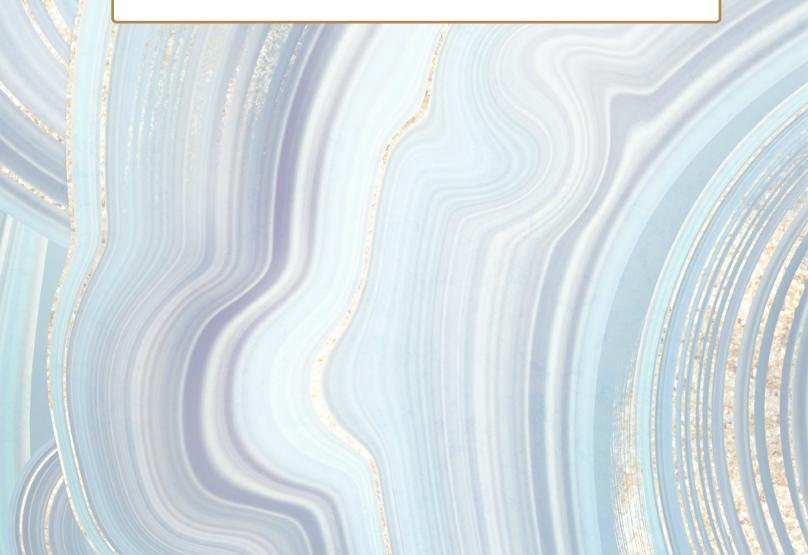
Waren Setup

Setting up Waren Sports Supply

Accept Your Professor's Email Invitation for Waren Sports Supply1
Set up Waren Sports Supply in <i>QuickBooks Online</i> 2
Return to the Chapter to Complete Steps 2 and 3 in the Introduction Section2



Accept Your Professor's Email Invitation for Waren Sports Supply

After your instructor creates a course and uploads the class list to the Intuit Educator Portal, he or she will send you an email through the portal to set up Waren Sports Supply. The email will come from Intuit Education.

- Look for the email from Intuit Education with the subject: Your instructor has invited you to create your own QuickBooks company.
- Open the email invitation. You should see the following:

e fron

Your instructor has invited you to create your own QuickBooks company	
Dear [Student], Your instructor has invited you to create a QuickBooks Online Plus company that you can use for the class for free. Click below to accept the invitation.	Note the name of the
A message from [Instructor Name]	shell company in the invitation. This should be Waren Sports Supply.
Follow these steps to create Waren Sports Supply in QuickBoots Online. You will use this company for Chapter 9 of the Computerized Accounting using QuickBooks Online book.	If it is not, return to your email inbox and open the
 Right-click on the "Accept invitation" button above, then select the "Open in Incognito window" option. Intuit recommends using Google Chrome in Incognito mode whenever using QuickBooks Online. 	Waren Sports Supply email invitation.
2 You should have already set up your Intuit account earlier when you accepted your instructor's email invitation to set up Jackson Supply Company for your work in Chapters 4-8. Simply locate the sign in option on the Intuit page that appears and sign in to your Intuit account.	
Sincerely, Instructor Name	
Accept invitation Open link in new tab	After noting the name of

2

Open link in new window

Open link in incognito window

After noting the name of the shell company, rightclick "Accept Invitation" and select "Open link in incognito window" (Intuit recommends using Google Chrome in Incognito Mode)

Set up Waren Sports Supply in QuickBooks Online

Because you already set up an Intuit account when you accepted your instructor's Jackson Supply Company email invitation, you only need to sign in to your Intuit account to start setting up Waren Sports Supply. The video below will guide you through setting up Waren Sports Supply in *QuickBooks Online*.

> Waren Sport Supply Company Set Up (Click image to open the video)



Note: You can only reach the Intuit QBO sign in page via the "Accept Invitation" email link one time per company. After that, you need to go directly to the Intuit sign in page. Use the same Google Chrome Incognito bookmark you created in Chapter 4 to sign in to Intuit when completing your work for Waren Sports Supply. If you have not set up this bookmark previously, the instructions are repeated here for your convenience.

After opening a Google Chrome Incognito window, right-click on the hyperlink below and copy/ paste it to the Incognito window. Create a bookmark that you can then use when you need to access Waren Sports Supply.

Intuit Sign-in Page: Right-click and copy/paste into Incognito window

Return to the Chapter to Complete Steps 2 and 3 in the Introduction Section

You have now completed the onboarding steps for Waren Sports Supply. Return to the note box in the Introduction section of the chapter and complete Steps 2 and 3. Step 2 guides you through obtaining the company data files. Step 3 guides you through the remaining setup procedures for Waren Sports Supply. **Do not start Chapter 9 requirements until you have completed these two remaining steps.**