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YOUR PC:  
THE PERFECT FINANCIAL TOOL

## Getting Started

We'll assume that you've already purchased financial software like Intuit's Quicken or Microsoft Money. Once you've installed it, the next step is to enter your personal information.

## To Pay Online or Not?

If you're planning to access the Internet with your financial software, you have to expose more personal information to potential online snoops. But the chances of being hacked when you take simple precautions is extremely low. See Page 12 for security details.

Using automatic online features helps you avoid the drudgery of manually budgeting, categorizing, and staying current with your balances.

## EXERCISE

Compare the spending categories from the last Money Matters workbook to the categories included in your software. Add any that are missing, then download your statements. Categorize as necessary.

Your checking register will look something like this:

DATE	REF#	PAYEE/CATEGORY	CHARGE	✓	PAYMENT	BALANCE
12/18/02		Grand Cinema	18.00			98.37
		Entertainment				
12/20/02		Premier DSL Services	40.00			138.37
		Utilities				
12/22/02						
<b>Record</b>			Online balance as of 12/2/02: \$756.49			



Gather the following information to set up your software:

- Bank account balances
- Recent monthly bills
- Investment and retirement savings statements
- Stock, bond, and mutual fund ticker symbols
- Credit card statements



If you plan to try online banking, you'll first need to call your financial institutions and follow their directions for downloading and importing statements. You'll also need:

- Account numbers
- PIN numbers from your financial institutions
- Addresses and account numbers for all your bills



If you download statements online from either your bank or your credit card company, many financial software packages will automatically categorize your purchases.









