## QBO UPDATE: SALES TAX

Your QBO Sales Tax screen may have changed.

Your QBO Navigation Bar, instead of showing Sales Taxes, may display Taxes.

If your QBO Navigation Bar shows Taxes (as shown below), then text instructions for Chapters 7 may need slight modification.

P7.1.9 Step 1a. Should be: From the Navigation Bar, select **Taxes**. Then select the **Sales Tax** tab at the top of the screen that appears.

P7.1.9 Step 1b. and so on should remain the same.

YOUR PRACTICE	Sales Tax Payroll Tax
Clients	
Team	
ProAdvisor	
Work	
Apps	
YOUR BOOKS	Let's set you up to collect and track sales tax.
Dashboard	Add sales tax to your invoices and receipts, plus track how much you owe
	Set up sales tax
Banking	
Sales	
Expenses	
Workers	
Reports	
Taxes	
Accounting	