Money Manager Quick Start

Getting the most out of Money Manager does not require a lot of time. It takes just a few minutes to set up a few of the tools in Money Manager to gain a better view of your financial situation.

Dashboard

- Add accounts from other financial institutions. Your primary accounts will automatically be added to the first time you use PFM.
- 2. When you add accounts, your transactions and balances will update accordingly.
- **3.** Your transactions will categorize themselves with 'tags'. To personalize these categories, select the transaction and edit the tag.

Show more information	
CASH	\$5,785.99
Ultimate Checking	\$4,785.99
Complete Savings	\$1,000.00
CREDIT CARDS	\$16,784.98
American Express	\$16,784.98
INVESTMENTS	\$89,078.11
401(k) Fidelity	\$89,078.11

Spending Targets

- Navigate to the Budget tab to create Spending Targets and begin tracking spending by category.
- 2. Click the 'Add a new spending target' button and follow the prompts to begin track your spending by category. Popular categories to track are groceries, dining out and household.

Cashflow

- Navigate to the Cashflow tab to see your projected dayto-day cash flow.
- Add Incomes & Bills like your paycheck, rent or utilities to more accurately forecast your cash flow.

Goals

- Follow the prompts in the Goals tab to create one or more financial goals.
- Select from the available savings and payoff goal types to begin tracking your progress towards your financial aspirations.



Congratulations!

You've completed the Quick Start set-up.

Now continue to explore and monitor your finances!