



# About Cash Plans

The information you maintain in You Need A Cash Plan is organized in cash plans. You can think of a cash plan as a file folder in which you have all of the tools you need to manage the income that is deposited into the cash plan's checking account.

When You Need A Cash Plan is first started, the Primary cash plan is created. You can rename the Primary space, but you cannot delete it.

You can manage more than one checking account in You Need A Cash Plan by adding a cash plan for each checking account.

Each cash plan that you maintain in You Need A Cash Plan is kept separate from all other cash plans. You can switch between cash plans at any time.

## When you add cash plans

The reasons for adding a cash plan could include:

- managing different incomes
- cloning a cash plan so you can safely play "What If?" with any part of your cashflow
- teaching a child how to manage household finances

There is no limit to the number of cash plans that you can add. If you are a financial advisor or planner, in the copy of You Need A Cash Plan that you use for your business you could add a cash plan for each client.

## Using a cash plan

After paying bills the first time in a new cash plan, you use You Need A Cash Plan to keep your plan up to date with the day-to-day changes that happen with your everyday money as well as do periodic, routine tasks like:

- getting your weekly allowance
- recording deposits
- entering credit card activity
- adjusting the next payment for bills with varying payment amounts
- paying bills
- reconciling credit card statements
- balancing monthly checking account statements
- adjusting your cashflow to keep your net cashflow positive