




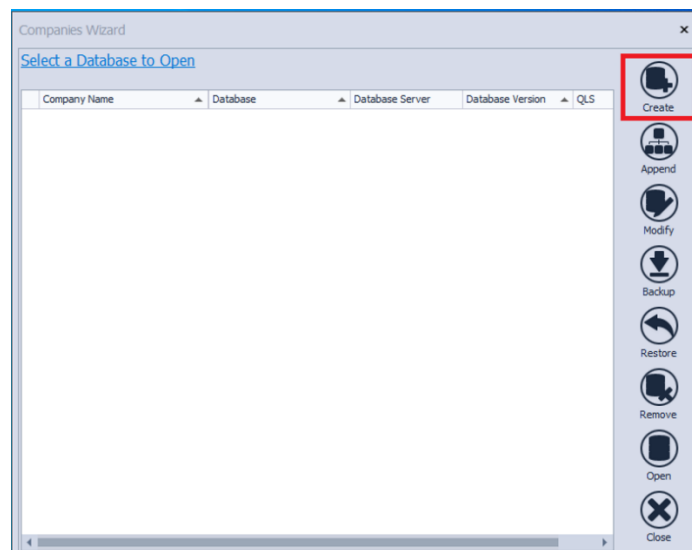
How To Create New Database

Procedure:

Open QNE Business Solutions > Go to **Companies Wizard** 

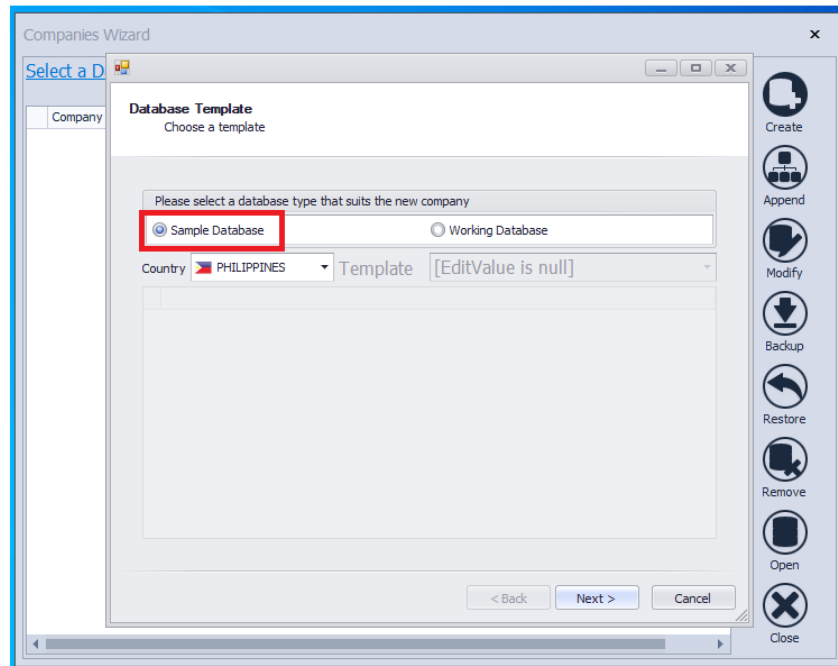


In Companies Wizard > Click **Create**

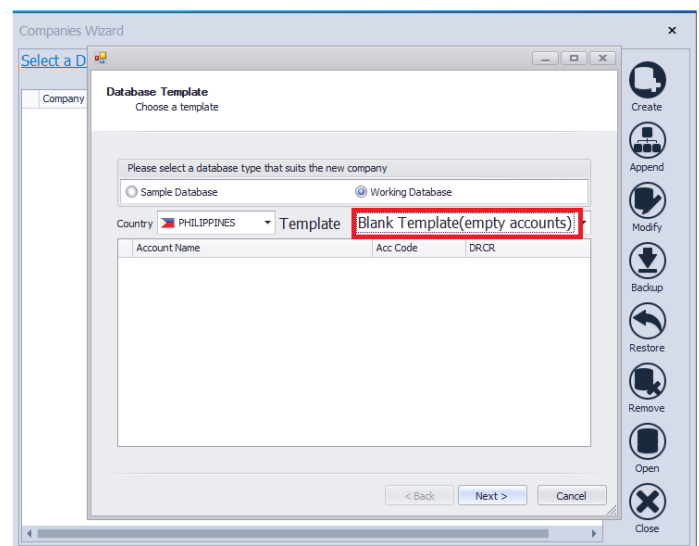
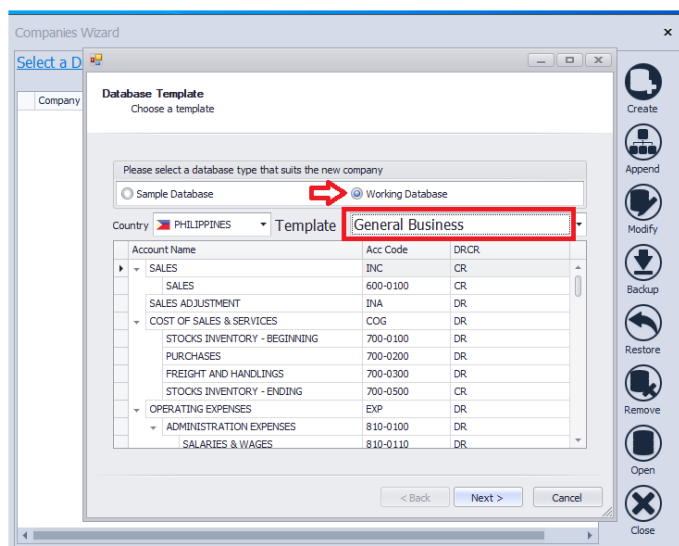


Choose Database Template:

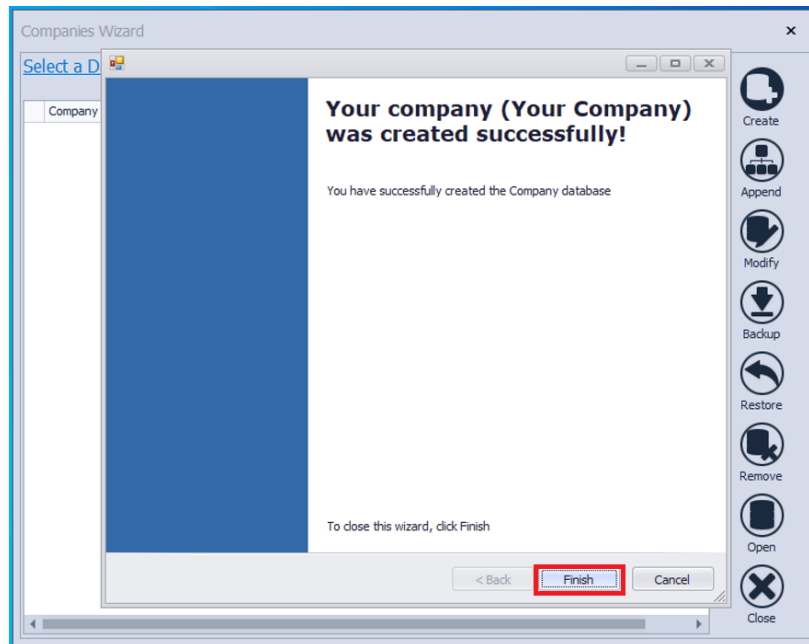
- Sample Database - has existing sample transactions



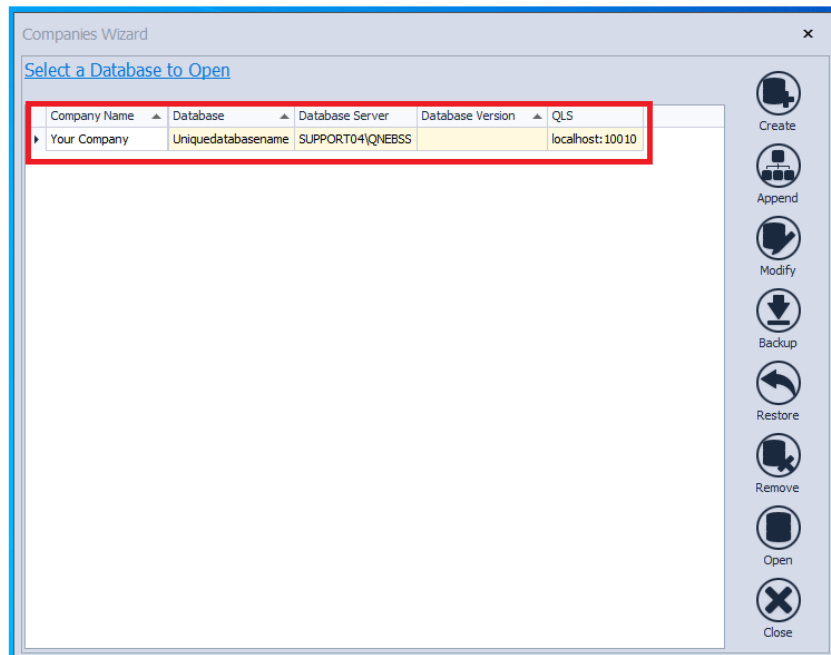
- Working Database (Template: General Business) – Empty Database with PH default Chart of Accounts
- Working Database (Template: Blank Template) - Empty Database and Chart of Accounts



Once database is created successfully > Click **Finish**



Double click your Created Database



On the QNE login screen the default user account for newly created database is:

Username: ADMIN

Password: None/Blank



NOTE:



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <https://qnesupportph.freshdesk.com>