

Add Financial Year

[Systems Configuration](#) > [Administration](#)> [Financial Periods Setup](#)

Click Add and fill in the information

Description	Fill in the description (Example: Year 1)
Date From	Fill in the date from you wish to start
Date To	Fill in the date to you wish to end

Financial Periods

Years

Periods

Add

Cr

Page

#	Name
1	Year 11
2	Year 10
3	Year 9
4	Year 8
5	Year 7
6	Year 6
7	Year 5
8	Year 4
9	Year 3
10	Year 2
11	Year 1

Financial Year

Description:

Date From:

Date To:

Save & New

Save & Close

Close