

Edit Transactions



Permissions control the ability of your Users to see certain data and take specific actions. Before moving forward, review [User Permissions for Edit Transactions](#).

There are multiple ways to edit transactions in Jackrabbit. Edit all transactions or single transactions using the results grid under the *Transactions* menu > [Search Transactions](#) page. In addition, individual transactions can be edited directly within a *Family* record.

You select which users have permission to edit or delete transactions. All users with this ability should be aware of how either task can affect a family's account. It is a best practice to edit a transaction rather than delete it. However, deleting the transaction is appropriate if it was created in error.

Transactions can be restored - contact [Jackrabbit Support](#) for assistance.

[Expand/Collapse All](#)

▢ [Edit Transaction Rules](#)

▢ [Edit Multiple Transactions from the Transactions Menu > Search](#)

▢ [Edit a Single Transaction](#)



Use caution when editing transactions as it can cause discrepancies with information already transferred to your accounting system, e.g. exported to QuickBooks.
