

# How do I adjust the share balance?

The Adjust Share Balance dialog can be used to resolve rounding errors or [missing data states](#). For any other situations, consider using [Buy - Shares Bought](#), [Add - Shares Added](#), [Sell - Shares Sold](#), or [Remove - Shares Removed](#) instead.

1. Open the account you want to use.
2. Click **Enter Transactions**.
3. In the **Enter Transaction** list, select **Adjust Share Balance**.
4. Click a link below for more information.
  - **Transaction date**  
Enter the "as of" date for this adjustment.
  - **Security name**  
Select the security you're adjusting the share balance for, or, to add a new security, click Add New Security at the bottom of the list.
  - **Account**  
Select the account in which this adjustment will occur. This field is usually prefilled.
  - **Number of shares**  
Enter the total number of shares of this security that you hold in this account as of the date you just entered.
  - **Enter Cost (Optional)**  
Quicken calculates the adjustment, taking in to account whether or not you already hold shares of this security in this account.

Have you previously entered transactions for this security in this account?	What Quicken does
No	Adds a placeholder entry for the number of shares you specified. You can <a href="#">resolve the placeholder entry now, later, or never</a> , depending on the <a href="#">level of accuracy and detail that you need</a> .
Yes	Adds a placeholder entry which adjusts your holdings by adding or subtracting shares according to the number you specified.

In the Enter Missing Transactions dialog, you have the following options:

- Choose Enter Missing Transaction or Just Enter Estimated Cost to [resolve placeholder entries](#).
- Click Finish Later to add the number of shares you specified to the transaction list and resolve the placeholder entry later.

## Notes

Rounding errors can occur if your brokerage uses slightly different [rounding rules](#).

Recording a transaction in Quicken does not execute a real-world trade, transfer, or other transaction. Contact your broker to execute trades or transfers, and then manually record the transactions in Quicken—better yet, [download them directly from your participating financial institution](#).