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**Starting Your Own Virtual Accounting Business: Systems & Technologies**

* **Set Up Your Home Office**
  + Laptop Computer
  + Dual Monitors
  + Scanner/Printer
  + High Speed Internet
  + Headset
  + A Backup Plan for home internet/power issues
  + Malware/Anti-Virus Software
  + Schedule Regular Maintenance / Backups
* **Establish Communication Tools**
  + Phone System: VONAGE
  + Email System: RACKSPACE / OUTLOOK
  + E-Fax: MAXEMAIL / VONAGE
  + Online Meetings: GoToMeeting
* **Set Up Accounting Software & Hosted Server Environment**
  + QuickBooks: Online vs Desktop
  + Hosting Provider: CLOUD9
* **Set Up Workflow Management System**
  + PAPERLESSOVERNIGHT.NET
* **Other Applications to Consider;**
  + Time Entry: SpringAhead
  + CRM: Method
  + Import Tool: Zed Axis
  + Electronic Bill Pay: Bill.com
  + Electronic Banking: Intuit Bank Feeds