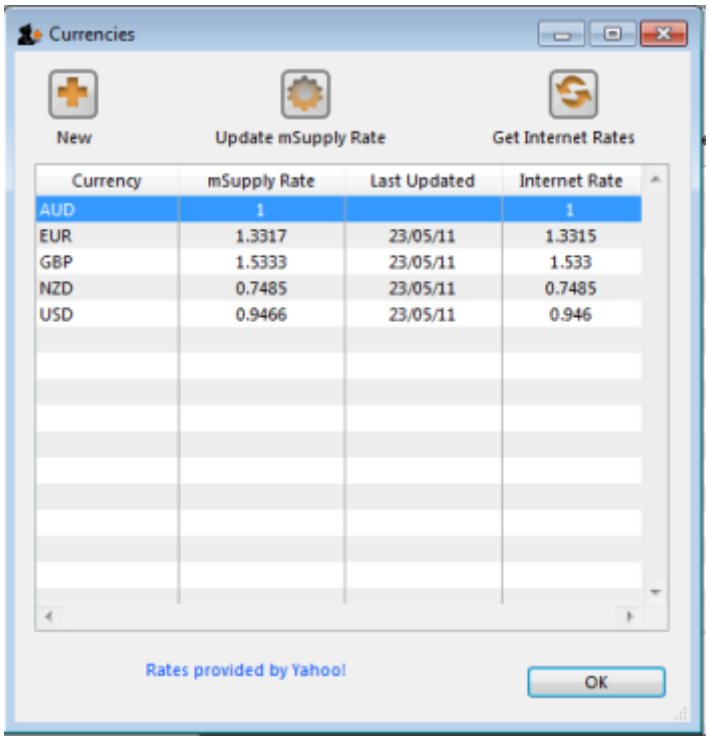
# 24.11. Currencies

Choosing *Currencies* from the *Special* menu opens a window with a list of currently entered currencies. The home (default) currency always has a rate of 1, and the entry in the rate column of additional currencies is the number of units of the default currency equivalent to 1 unit of the other currency. In the screenshot below, the home currency is the Australian dollar (AUD) and the *Rate* of the Euro is 1.3317, so, at the time of writing, 1.3317 Australian dollars (the default currency) was equivalent to 1 Euro, 0.7485 Australian dollars was equivalent to 1 New Zealand dollar, etc.




## Buttons in the Currency list window

**New:** To add a new currency.

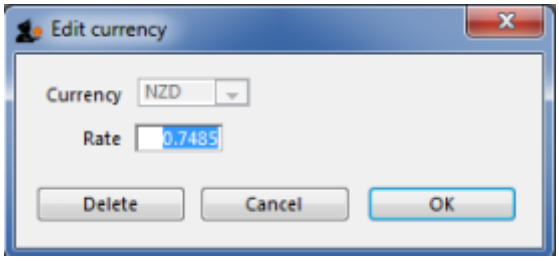
**Get internet rates:** Providing you have an internet connection, clicking this button will update the rate of exchange from the Yahoo website.

**Update mSupply rate:** The refreshed rates will only become active when you click this button.

**OK:** Click *OK* to close the *Currencies* window when you have finished editing currencies.

### Editing a currency entry

Double click a currency to edit it manually. Note that your “home” currency should be entered with a value of “1”, and all other currencies should be entered with a rate relative to your home currency. A window with the currency code and the current rate will appear.




You can edit the rate. Note that doing so will automatically update quotes that use that currency.

### To change your default currency

1. Double-click on your default currency in the list
2. Click the padlock icon
3. Choose a different home currency.

Note that all other currencies will have to have their rate entered relative to the new default currency

### Buttons in the Edit currency window

**Delete:** Click to delete the currency. If the field is dimmed, the currency is in use by quotations, and cannot be deleted.

**Cancel:** Click to exit the window without saving changes.

**OK:** Click this button when you are finished editing currencies.

### Using Foreign currencies in transactions

We discuss this very important topic right here

*Previous:* ***26.09. Custom data*** | | *Next:* ***26.11. Using foreign currencies in transactions***

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