

SalesVu – QuickBooks Online Guide

SalesVu - QuickBooks Integration Overview

As a value-added feature for SalesVu customers, our team has integrated with the popular small-to-medium business accounting software QuickBooks. This feature is intended to simplify the management of bookkeeping, accounting, and finance for SalesVu merchants by syncing select SalesVu data directly into QuickBooks. Our team at SalesVu constantly strives to improve operational efficiency and simplify business management for our valued customers.

What versions of QuickBooks sync with SalesVu?

SalesVu has integrated with QuickBooks Online and all versions of QuickBooks Desktop for Windows. Please refer to specific sync recommendations regarding your version of QuickBooks.

QuickBooks Versions Supported

- ✓ QuickBooks Online
 - Simple Start
 - Essentials
 - Plus
- ✓ QuickBooks Desktop for Windows
 - Pro
 - Premier
 - Enterprise
 - Accountant

Note: SalesVu does not sync with QuickBooks for Macintosh. Features may vary by QuickBooks version.

What information does SalesVu sync with QuickBooks?

SalesVu transfers data to QuickBooks each time a manual sync is performed. Data is not transferred from QuickBooks into SalesVu.

SalesVu transfers the following types of data to QuickBooks:

- Categories & Products
- Closed Transactions
- Customer Contact Information
- Employee Contact Information
- Vendor Contact Information (Online only)

Note: Purchase Order and Inventory Data do not transfer to QuickBooks

How do I establish a connection to sync data from SalesVu to QuickBooks?

SalesVu has separate setup instructions to connect with QuickBooks which differs for the Online and the Desktop Windows versions. Refer to the below instructions based on your version of QuickBooks.

Prior to establishing an initial sync to QuickBooks please backup your QuickBooks files as a precautionary measure. Please create a New Company in QuickBooks to sync with SalesVu.

QuickBooks Online Sync Instructions

There are three main steps which need to be performed to complete SalesVu integration and sync with QuickBooks Online:

- A. Initial SalesVu QuickBooks Online Setup**
- B. QuickBooks Online Configuration**
- C. Perform Data Syncs through SalesVu Online**

A. Initial SalesVu QuickBooks Online Setup

- 1) Login to QuickBooks Online via your web browser
- 2) Login to SalesVu via your web browser (sync is not performed through the App)
- 3) Once logged in to SalesVu.com, select the 'Accounting' Tab
- 4) Click on QuickBooks Integration button
- 5) Select your Location (if multiple locations exist)
- 6) Select QuickBooks Online toggle
- 7) Review Important Notes for QuickBooks Online (Red Text)
- 8) Click 'Connect to QuickBooks' button, you will be taken to QuickBooks Online

B. QuickBooks Online Configuration

- 9) Complete the Interview Questions with the exact information provided in the Notes for QuickBooks section listed on the SalesVu online portal *Screenshots Located in Appendix*
 - How does a connection work?
 - i. Please click on 'Continue'
 - Where will I see the name?
 - i. Please enter 'SalesVu' and click on 'Continue'
 - Access Rights:
 - i. Please select 'All Accounting' and click on 'Continue'
 - Turn on Security log?
 - i. Please Select 'No. Anyone who can log into SalesVu can use the connection' and click on 'Continue'

QuickBooks Integration will now be complete.

C. Perform Data Syncs through SalesVu Online

- 10) Return to SalesVu online cloud management portal
- 11) Perform Syncs in the SalesVu online cloud management portal
 - Initial Import Sync
 - i. Only occurs on the 1st Sync
 - ii. Categories and Products are Imported to corresponding QuickBooks Income accounts
 1. SalesVu Categories associate with Income Accounts in QuickBooks
 2. SalesVu Sub-Categories associate with Sub-Accounts in QuickBooks
 - Subsequent Syncs and Export of Data
 - i. Occurs each subsequent Sync
 - ii. Data is Exported from SalesVu to QuickBooks Online

QuickBooks Online Tips & Additional Info:

In addition to the instructions provided above please find additional information covering frequently asked questions and tips:

A. QuickBooks Versions Supported

- Online (all)
- Desktop (all PC versions) – Does not support Mac version

B. Information Transferred

- Categories and Sub-Categories
- Closed Transactions
 - Invoice Includes: Product details, customer name, date, order total - net of discounts and tips
- Customer Contact Information ○ Employee Contact Information ○ Vendor Contact Information (online only)

C. Information Not Transferred

- Inventory
- Purchase Orders
- Vendor contact information (desktop)

D. Transaction Transfer Process

- Closed orders with details are transferred to QuickBooks as an Invoice
- The Invoice is immediately closed with the corresponding Payment amount.
 - Payment amount above Invoice total is transferred as Sales Tax Payable

Note: There may be a minimal sales tax rounding error between the systems which is calculated as a Sales Tax Adjustment on the Income Statement

E. Multiple Locations

- Each SalesVu location will correspond to an individual QuickBooks company
- Multiple locations require multiple QuickBooks companies be established to sync

F. Duplicates

- In order to avoid duplication of data, always sync SalesVu with a new QuickBooks company as opposed to an existing company

G. Employee Time Tracking

- Does not transfer

H. Multiple Tax Brackets

- QuickBooks Online does not support multiple Tax Brackets

I. Assigning Customers

- SalesVu allows for orders to be Closed without a customer assigned to the order
- QuickBooks requires a customer be assigned to each Invoice
- During the Sync Process a “No Customer Assign Error” may be generated by QuickBooks
 - If this occurs, please sync again to transfer the remaining data

J. Multiple Syncs Required

- 1st – Data transferred to QuickBooks to set up basic chart of accounts and other data
- 2nd – Closed orders are transferred to QuickBooks for invoices and payments
- 3rd – May be required to finish transferring any orders or if error message generated

K. Organization of Chart of Accounts

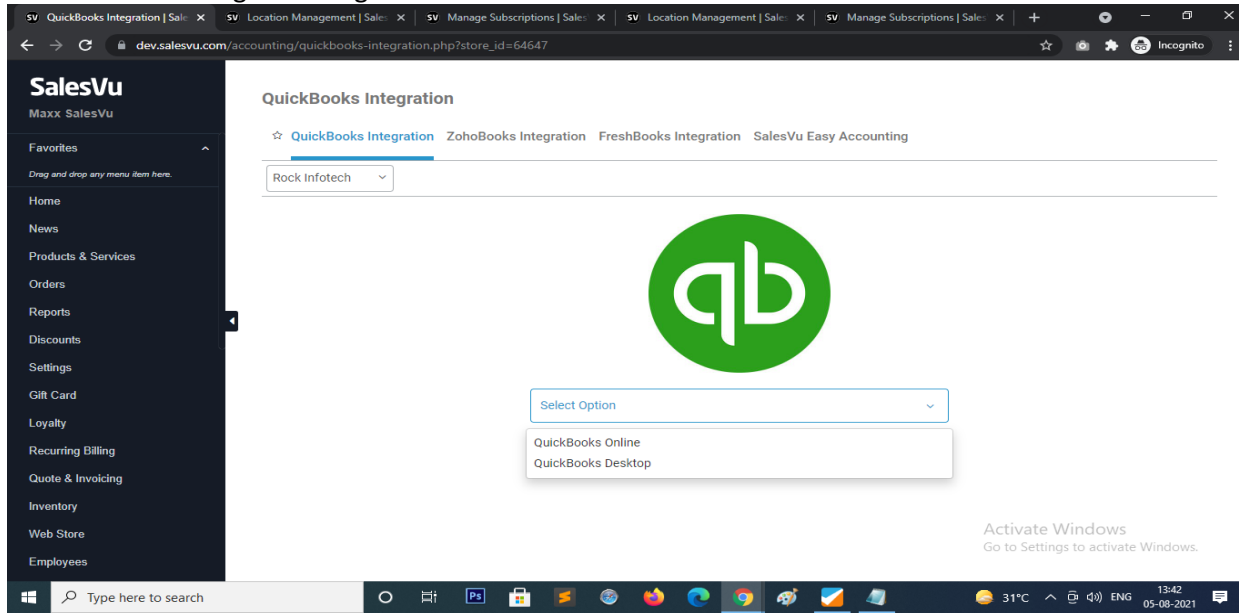
- Please configure SalesVu Categories / Sub-Categories in proper hierarchy prior to sync

L. Deleting Data

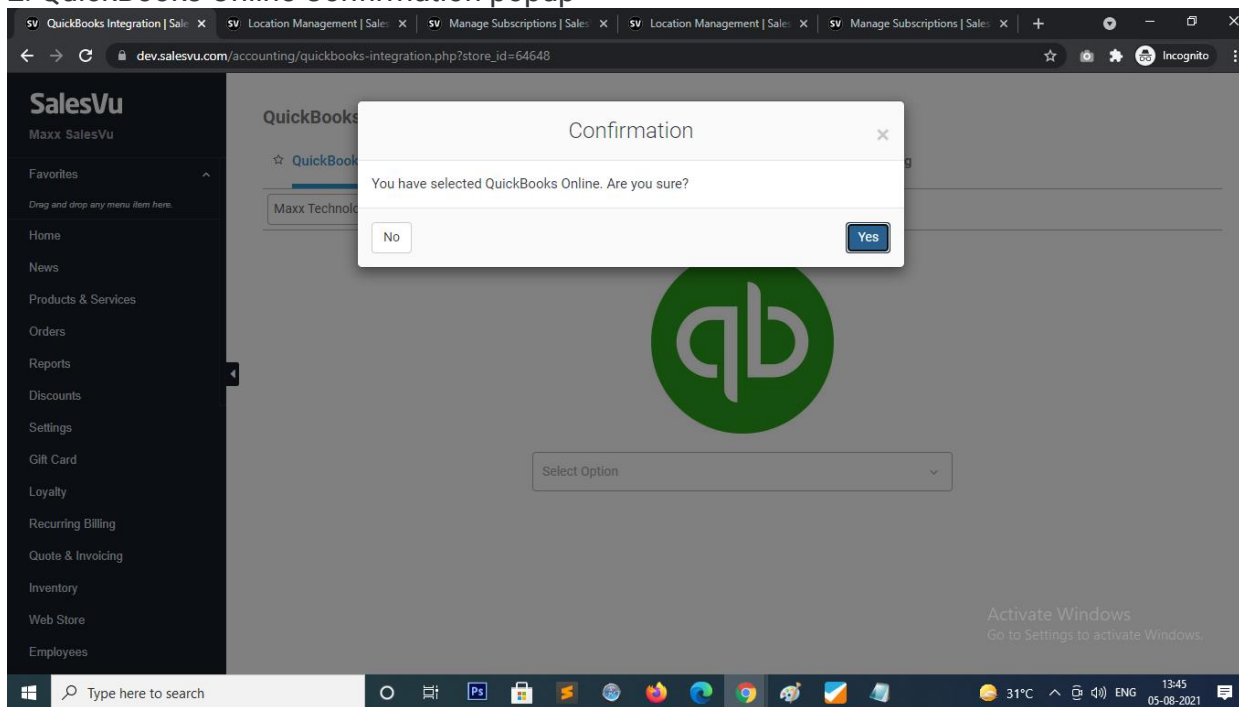
- If a Category/Product/Customer is active in SalesVu do not delete from QuickBooks

QuickBooks Online Connection Screenshots

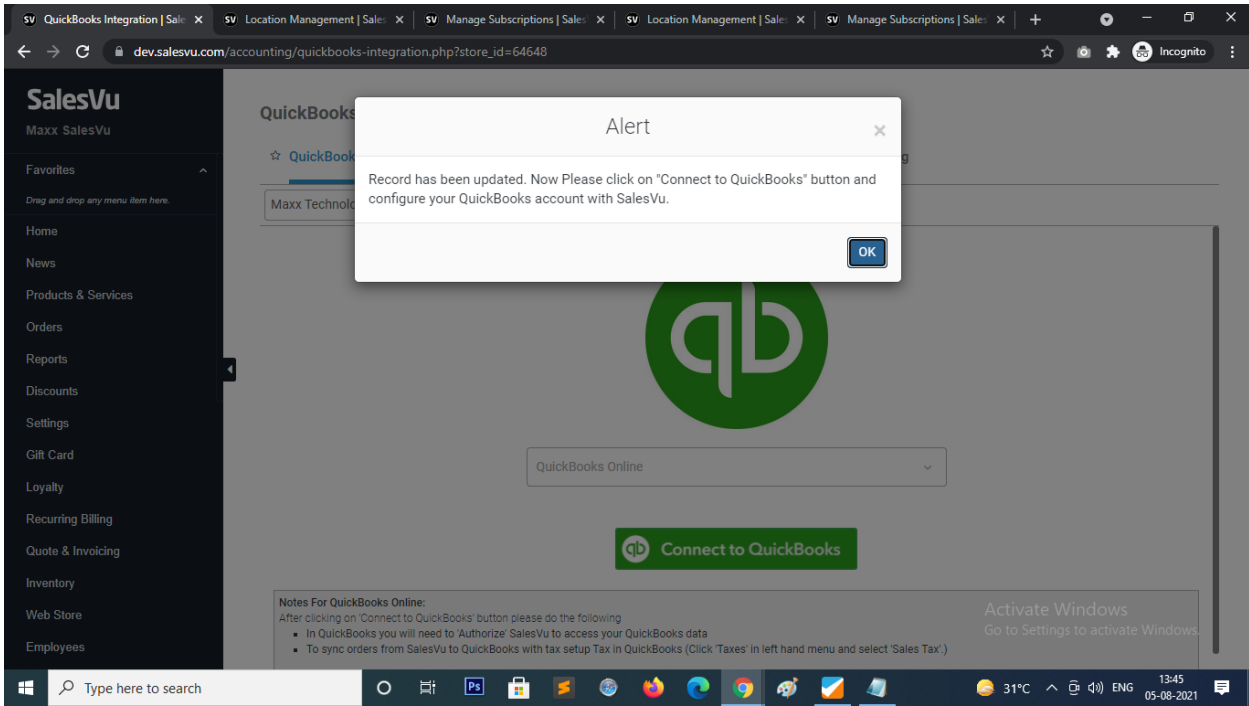
1. QuickBooks Integration Page



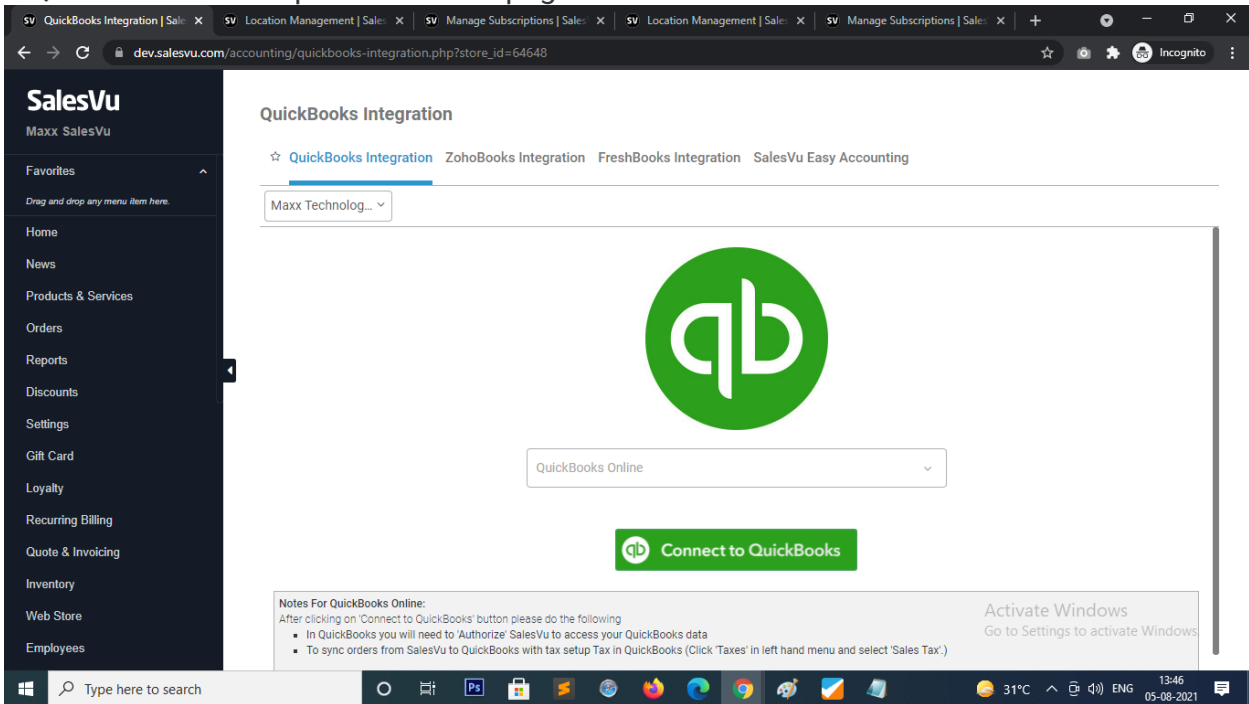
2. QuickBooks Online Confirmation popup



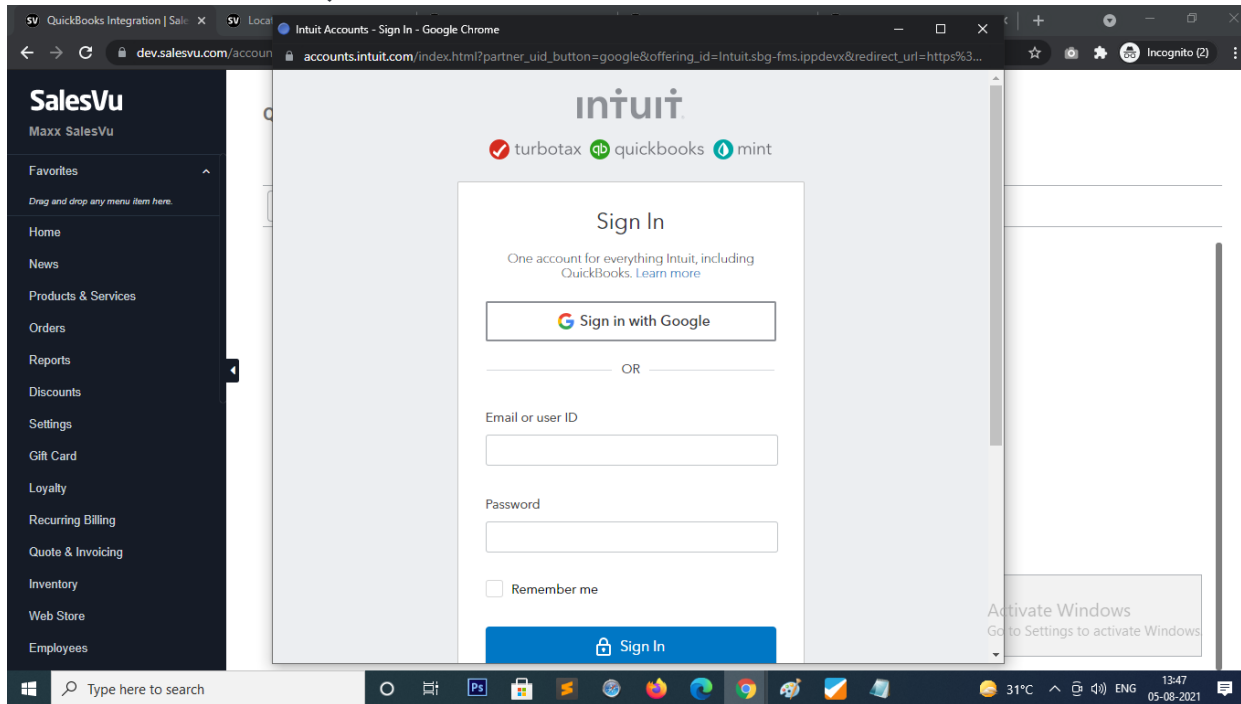
3. Record has been updated. Now please click on "Connect to QuickBooks" button and configure your QuickBooks account with SalesVu.



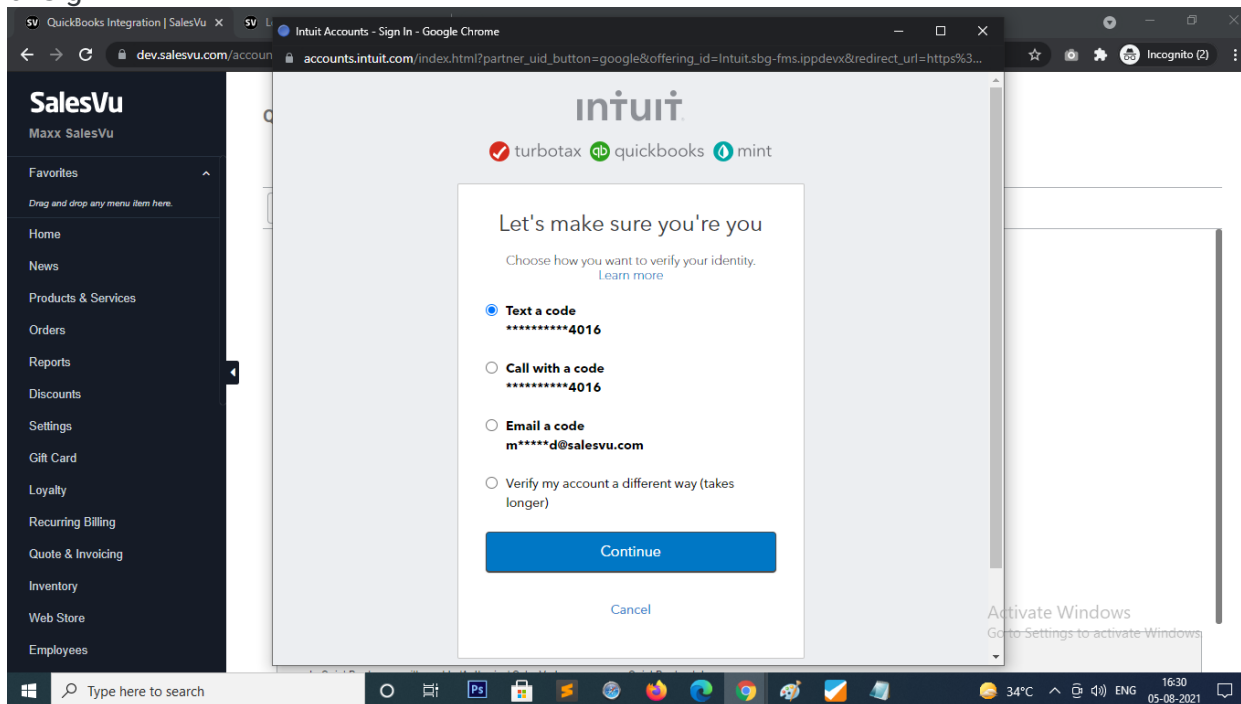
4. QuickBooks Desktop Confirmation page



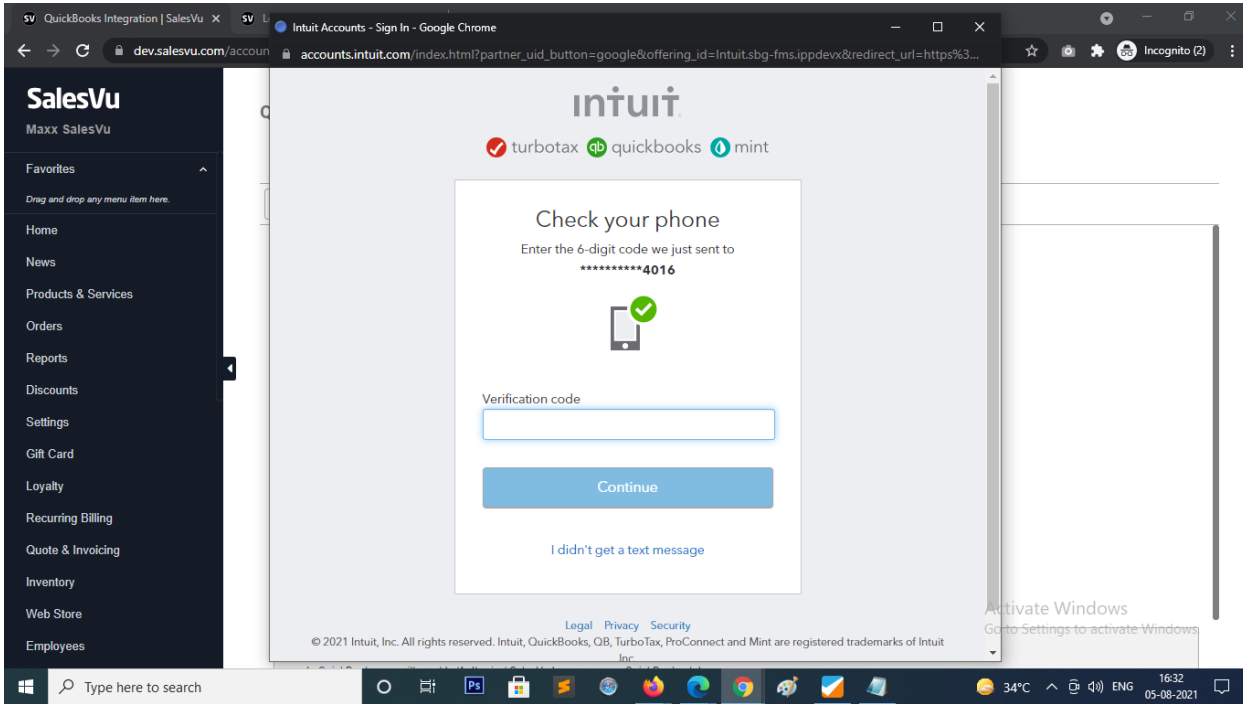
5. Click on Connect to Quickbooks button



6. Sign In

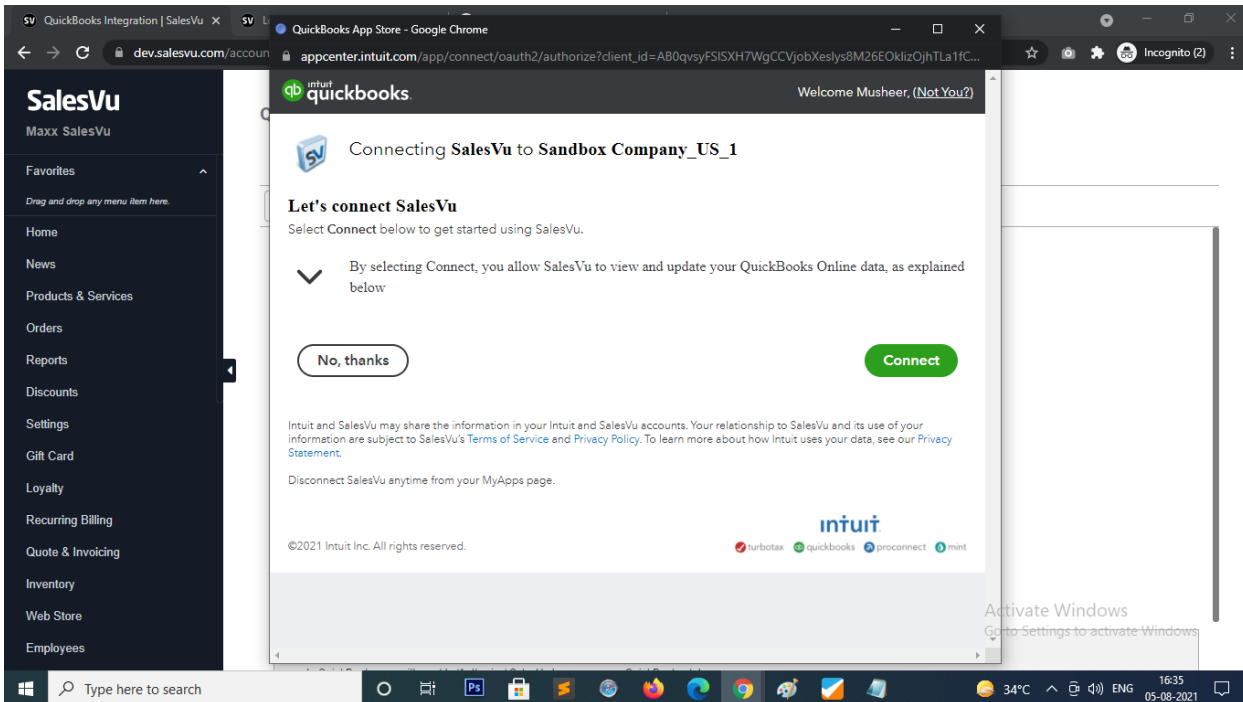


7. Click on continue



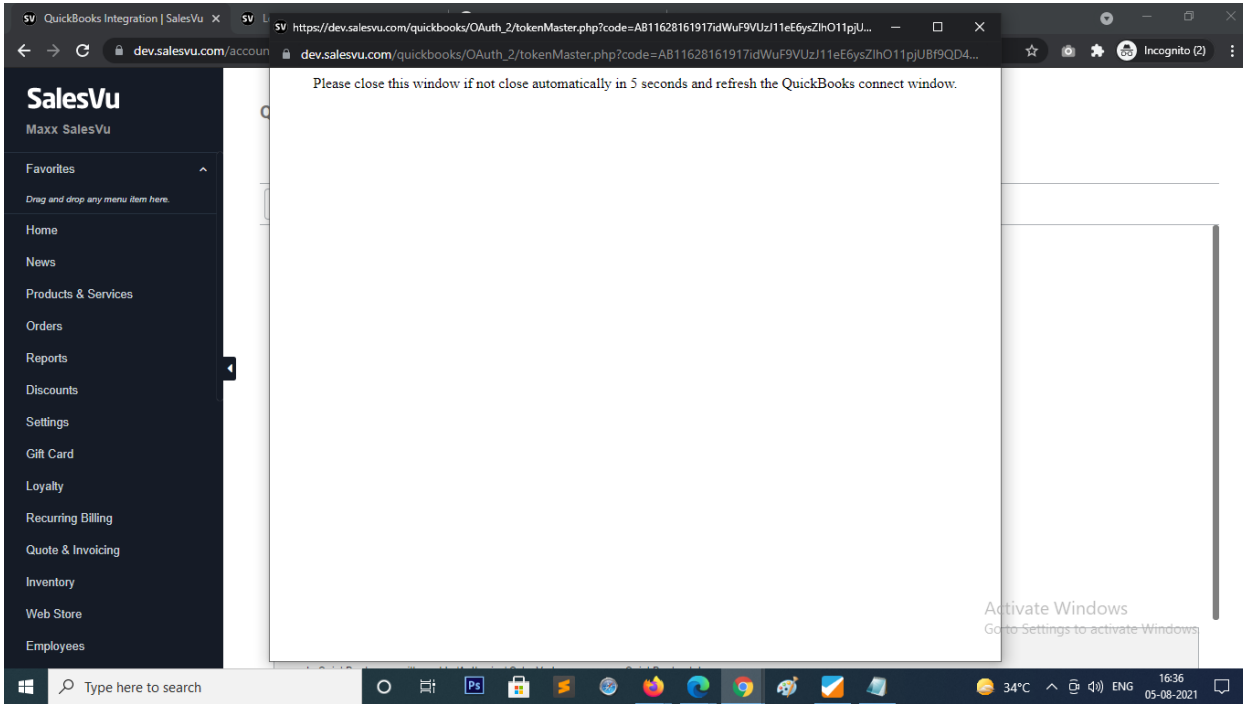
The screenshot shows a web browser window with the Intuit Accounts sign-in page. The page features the Intuit logo at the top, followed by logos for TurboTax, QuickBooks, and Mint. The main heading is "Check your phone", and the text below it says "Enter the 6-digit code we just sent to *****4016". There is a small icon of a smartphone with a green checkmark. Below this is a text input field labeled "Verification code" and a blue "Continue" button. At the bottom of the form, there is a link that says "I didn't get a text message". The left sidebar of the browser shows the SalesVu navigation menu. The Windows taskbar at the bottom shows the search bar and various application icons.

8. Fill verification code



The screenshot shows a web browser window with the QuickBooks App Store authorization page. The page features the QuickBooks logo at the top left and a "Welcome Musheer, (Not You?)" message at the top right. The main heading is "Connecting SalesVu to Sandbox Company_US_1". Below this is the text "Let's connect SalesVu" and "Select Connect below to get started using SalesVu." There are two buttons: "No, thanks" and "Connect". Below the buttons, there is a paragraph of text explaining that by selecting Connect, the user allows SalesVu to view and update their QuickBooks Online data. At the bottom of the page, there is a link to the Privacy Statement and a "Disconnect SalesVu anytime from your MyApps page." link. The Intuit logo and logos for TurboTax, QuickBooks, ProConnect, and Mint are at the bottom. The left sidebar of the browser shows the SalesVu navigation menu. The Windows taskbar at the bottom shows the search bar and various application icons.

9. Click on connect



10. Process QB connected page

