

APPENDIX C:

Links to  
QuickBooks PRO  
2003 and Later

## APPENDIX C: Links to QuickBooks PRO 2003 and Later

QuickBooks Pro versions 2003 and later use a different method of importing estimate data from HomeTech ADVANTAGE than previous versions of QuickBooks Pro. If you are using a version of QuickBooks Pro prior to 2003, see the section that follows for procedures to transfer your estimate data.

Before you can successfully transfer estimate data from HomeTech ADVANTAGE 4.1 to QuickBooks Pro 2003 or later:

1. You must have installed QuickBooksPro and set-up your company in accordance with your QuickBooks Pro documentation.
2. You must have “turned on” several features within QuickBooks Pro:
  - Use Account Numbers
  - Estimate Creation
  - Inventory And Purchase Orders

If you are not sure whether these features have been enabled, you may check them and make appropriate changes from within QuickBooks Pro by clicking on **Edit | Preferences** from the top-level menu, highlighting the appropriate category (eg. *Accounting*, *Jobs and Estimates* or *Purchases and Vendors*) on the slider bar and clicking the **Company Preferences** tab.

In addition to “turning on” the above features in QuickBooks Pro you need to have created at least one “inventory part” account in the Chart of Accounts.

### Enabling The HomeTech/QuickBooks Pro Interface

Once you have QuickBooks Pro properly configured, complete the following steps to allow for the export of estimate data from HomeTech ADVANTAGE 4.1 to QuickBooks Pro:

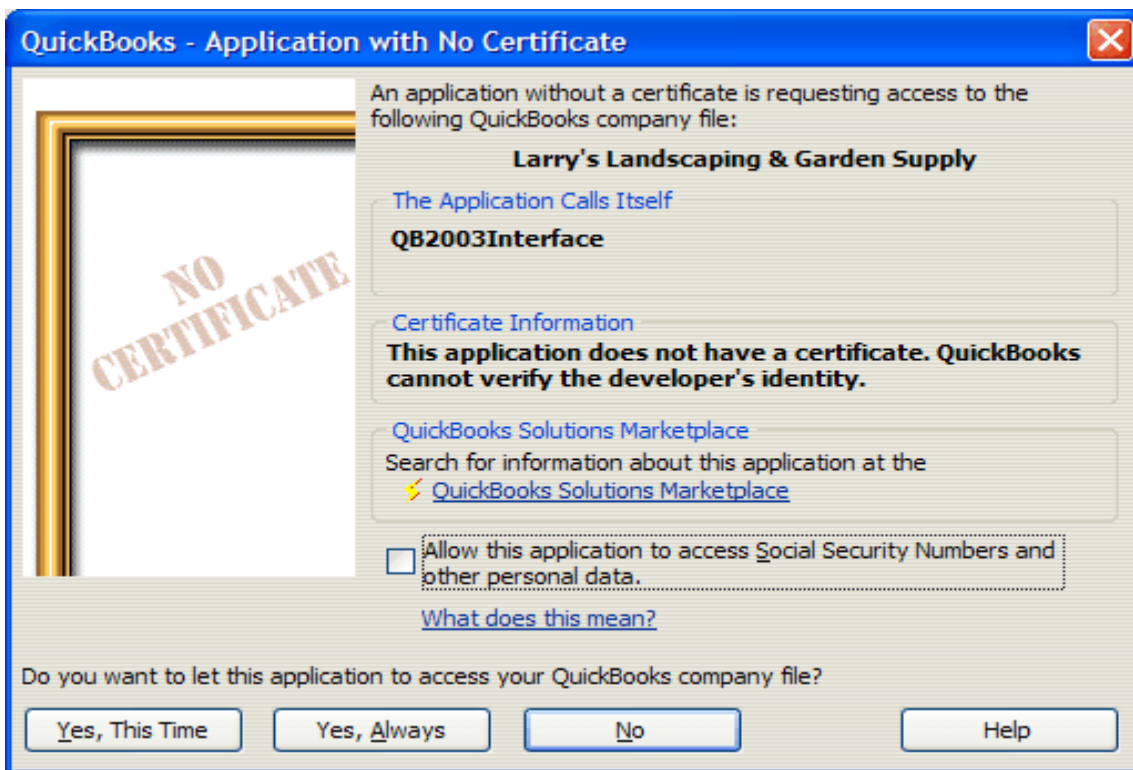
1. Open QuickBooks Pro and minimize any windows.
2. Open HomeTech ADVANTAGE 4.1 and Open or Create an Estimate you would like to export to QuickBooks Pro.
3. In HomeTech ADVANTAGE 4.1, click on **Data Links** in the top-level menu.
4. Click on **Send To QuickBooks Pro**.

If this is your first time running the QuickBooks Pro interface, a window will open up asking “***Are you running QuickBooks Pro 2003?***”

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5. If you are running QuickBooks Pro 2003 (or later), Click on Yes.  
A window will open up which reads “ *Company needs to be selected. Use the browse form that will be displayed to select your company*”
6. Click on **OK**  
A list box will open up showing the companies (including the sample companies included with the application) that have been set-up in QuickBooks Pro.
7. Highlight your company and click on **Open**.

A window will open up that looks like this:

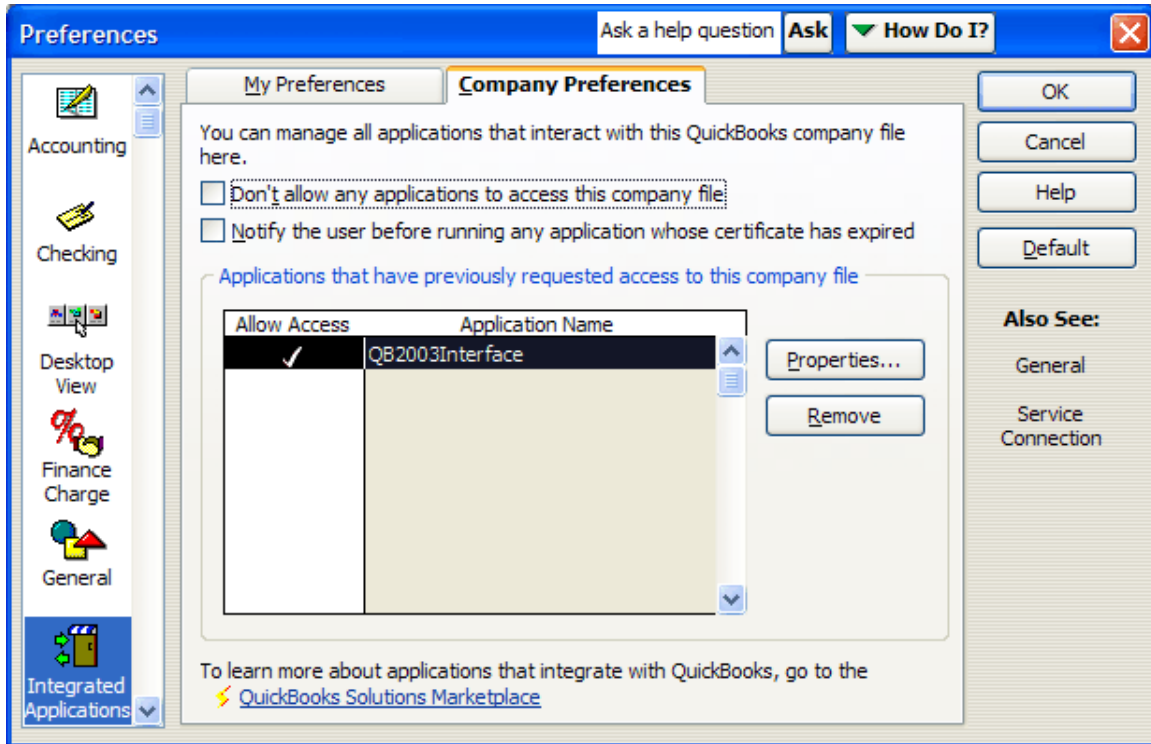


8. Click on **Yes, Always** and then confirm to proceed by clicking yes to the question “***Are you sure you want to allow this access?***”.  
QuickBooks Pro should now open up.
9. In QuickBooks Pro, click on **Edit | Preferences** from the top-level menu.

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10. On the left slider bar of the QuickBooks Pro Preferences Window, click on **Integrated Applications** and then click on the **Company Preferences** tab.

The window should look like this:

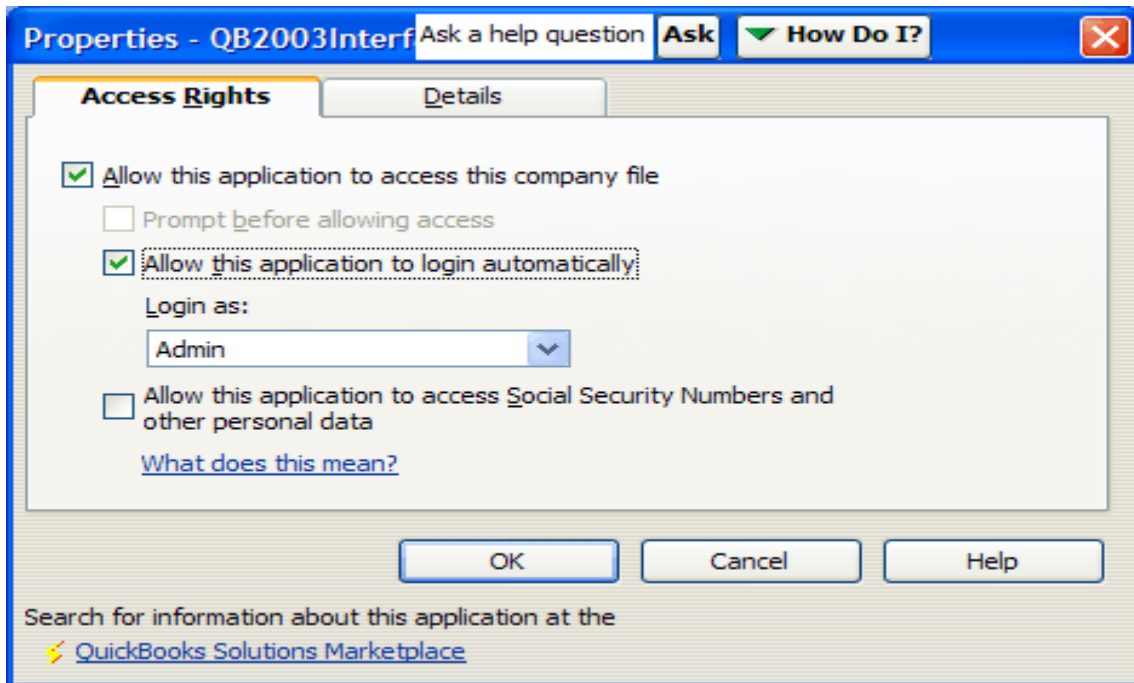


The QB2003Interface should be listed as an ***application that has previously requested access to this company file*** and there should be a check mark under ***“Allow Access”***.

11. Highlight “QB2003Interface”, if necessary, and click on **Properties**.

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The window should look like this:



12. Check the box ***“Allow this application to login automatically”*** and choose the login name for the access. (**Note:** If you do not use Admin as the login, be sure the user is authorized to access areas of QuickBooks Pro that data will be transferred to.)
13. Click on **OK** to close the Properties window and click on **OK** again to close the preferences window.
14. Minimize QuickBooks Pro. QuickBooks needs to be running when you do your first interface. QuickBooks does not need to be running for subsequent interfaces.

You should now be able to export an estimate from HomeTech ADVANTAGE 4.1 to QuickBooks Pro 2003.

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From HomeTech ADVANTAGE 4.1, be sure the estimate you want to transfer is open, click on **Data Links** and click on **Send to QuickBooks Pro**.

The screen should look like the following:

The screenshot shows the 'QB2003 / HomeTech Interface' window. The 'Select QuickBooks Company File' section shows the path 'C:\PROGRAM FILES\INTUIT\QUICKBOOKS PRO\SAMPLE\_SERVICE-BASED BUSINESS.QBW'. The 'Quick Books Income Accounts' list includes '4200 Discounts', '4100 Landscaping Services', '4000 Landscaping Services:Design Services', '4130 Landscaping Services:Equipment Rental', and '4110 Landscaping Services:Job Materials'. The 'Quick Books Cost of Goods Sold Accounts' list includes '5000 Cost of Goods Sold'. The 'Quick Books Inventory Accounts' list includes '1300 Inventory Asset' and '1400 Undeposited Funds'. The 'Current Open Estimate and Customer Info' section shows 'Quick Book Test' selected. The 'King, Inc.' address is '123 Main Street, Suite 206, Ramona, CA 92222'. The 'QuickBooks Customer List' shows 'King, Inc.' selected. The 'Contact Information' section includes 'First Name: Nancy', 'Last Name: King', and 'Phone: 909-909-0009'. The 'Billing Address' section includes 'Address Line 1: 123 Main Street', 'Address Line 2: Suite 206', 'City: Ramona', 'State: CA', and 'Postal Code: 92222'. At the bottom are 'Send Estimate to QuickBooks' and 'Exit' buttons.

The selections can be adjusted as follows:

Select QuickBooks Company File includes the QuickBooks folder and the company database name. In the example above the QuickBooks folder is C:\Program Files\Intuit\QuickBooks Pro. The company database is Sample\_Service-Based Business.QBW.

Current Open Estimates and Customer Info: Listed here is the name of the of the current open estimate and the customer name and address.

QuickBooks Income Accounts: This list is a list of the income accounts from QuickBooks. The first time into the program the user will be prompted to select one of the income accounts. This account will be highlighted each time this form is displayed.

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QuickBooks Cost of Goods Sold Accounts: This list is a list of the cost of goods sold accounts from QuickBooks. The first time into the program the user will be prompted to select one of the cost of goods sold accounts. This account will be highlighted each time this form is displayed.

QuickBooks Inventory Account: This list is a list of the Inventory accounts from QuickBooks. The first time into the program the user will be prompted to select one of the Inventory accounts. This account will be highlighted each time this form is displayed.

QuickBooks Customer List: This list is a list of customers from QuickBooks. The program will search to see if the customer is already in QuickBooks. If the customer is found the customer will be highlighted.

Customer To Add: box consists of a combination of customer name and the estimate name.

Contact Information: This information is listed from the current customer information and can be changed by the user.

Send Estimate to Quick Books button: This button will send customer and estimate information to QuickBooks. The estimate number is the sent to QuickBooks as the estimate number.

Exit button: This will exit the user from the system without making any changes.

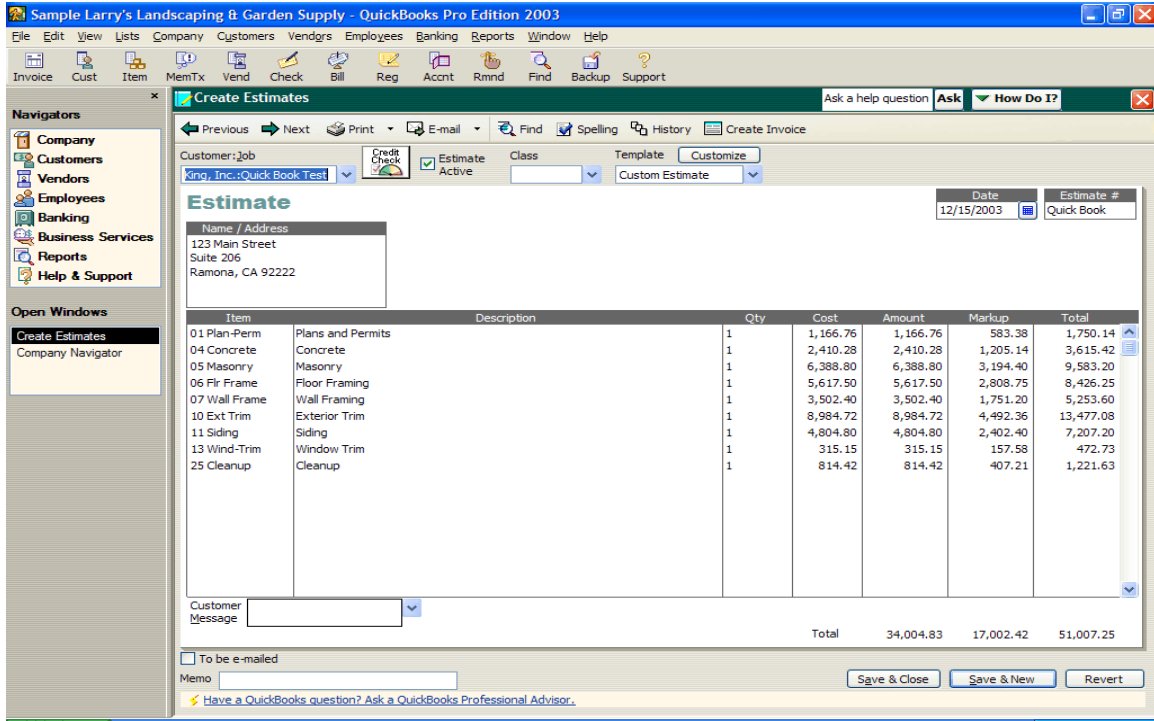
The user can pick another customer from the customer list. The user can modify any field listed in the contact information section. This information will only update QuickBooks. It will not update either Office Manager Plus or HomeTech Client Information.

15. Click on **Send Estimate to QuickBooks** to transfer the estimate data.

Use the Division Summary Report with Costs and Prices to verify the data sent to QuickBooks Pro 2003.

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Sample Estimate Screen in QuickBooks Pro 2003:



Sample Division Summary Report with Costs and Prices in ADVANTAGE 4.1:

Division / Phase	Material	Labor	SubC	Other	Total	Price
1 Addition	0.00	0.00	0.00	1,166.76	1,166.76	1,750.14
<b>01 Plans and Permits Division Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,166.76</b>	<b>1,166.76</b>	<b>1,750.14</b>
1 Addition	910.57	1,499.71	0.00	0.00	2,410.28	3,615.42
<b>04 Concrete Division Total</b>	<b>910.57</b>	<b>1,499.71</b>	<b>0.00</b>	<b>0.00</b>	<b>2,410.28</b>	<b>3,615.42</b>
1 Addition	2,173.60	4,215.20	0.00	0.00	6,388.80	9,583.20
<b>05 Masonry Division Total</b>	<b>2,173.60</b>	<b>4,215.20</b>	<b>0.00</b>	<b>0.00</b>	<b>6,388.80</b>	<b>9,583.20</b>
1 Addition	2,835.00	2,782.50	0.00	0.00	5,617.50	8,426.25
<b>06 Floor Framing Division Total</b>	<b>2,835.00</b>	<b>2,782.50</b>	<b>0.00</b>	<b>0.00</b>	<b>5,617.50</b>	<b>8,426.25</b>
1 Addition	1,390.40	2,112.00	0.00	0.00	3,502.40	5,253.60
<b>07 Wall Framing Division Total</b>	<b>1,390.40</b>	<b>2,112.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,502.40</b>	<b>5,253.60</b>
1 Addition	0.00	0.00	0.00	0.00	0.00	0.00
<b>08 Roof Framing Division Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
1 Addition	0.00	0.00	0.00	0.00	0.00	0.00
<b>09 Roofing, Flashing Division Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
1 Addition	6,729.62	2,255.10	0.00	0.00	8,984.72	13,477.08
<b>10 Exterior Trim, Decks Division Total</b>	<b>6,729.62</b>	<b>2,255.10</b>	<b>0.00</b>	<b>0.00</b>	<b>8,984.72</b>	<b>13,477.08</b>
1 Addition	2,411.20	2,393.60	0.00	0.00	4,804.80	7,207.20
<b>11 Sidings Division Total</b>	<b>2,411.20</b>	<b>2,393.60</b>	<b>0.00</b>	<b>0.00</b>	<b>4,804.80</b>	<b>7,207.20</b>
1 Addition	217.21	97.94	0.00	0.00	315.15	472.73
<b>13 Windows and Trim Division Total</b>	<b>217.21</b>	<b>97.94</b>	<b>0.00</b>	<b>0.00</b>	<b>315.15</b>	<b>472.73</b>
1 Addition	0.00	814.42	0.00	0.00	814.42	1,221.63
<b>25 Clean-up Division Total</b>	<b>0.00</b>	<b>814.42</b>	<b>0.00</b>	<b>0.00</b>	<b>814.42</b>	<b>1,221.63</b>
<b>Grand Total</b>	<b>16,667.60</b>	<b>16,170.47</b>	<b>0.00</b>	<b>1,166.76</b>	<b>34,004.83</b>	<b>51,007.25</b>