

QuickBooks: Step 3: Create a Dummy Customer Account in QuickBooks and Mapping it to Fuse5

Integration Checklist

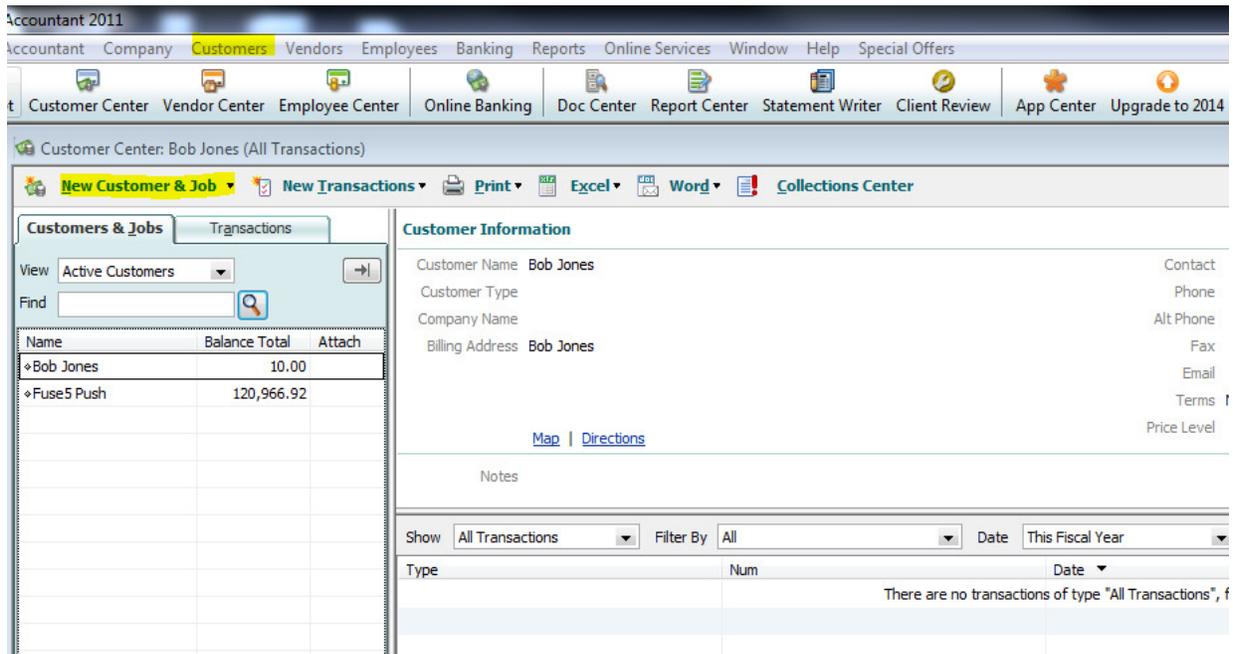
1. Map the CoA in Fuse5 using the appropriate CoA mentioned by each line item and the exact NAME from Quick Books.
 - a. Ensure that EOD Memo types have been mapped in Fuse5 and are created in your QB.
 - b. Ensure that the Discrepancies have been mapped in the VIR section and exist in your QB.
2. Create sub accounts and map to Fuse5 if you have more than one location and want to track P&L separately.
3. **Ensure Dummy Customer Account is set up under EOD Reconciliation section and exists in your QB – this is one of the most common issues with the integration.**
4. Create the “items” in Quick Books
5. Create Invoice and Credit Memo Template.
6. Ensure that all of your accounts have the QB Profile Setting set to Company QB Settings.
7. Create a copy of your QB and hook up the web connector.
8. Once comfortable with data flow to your copy of QB, hook up web connector to your live QB.

3. Create a Dummy Customer Account in your QB and merge it with Fuse5.

In your Quick Books create a Customer / Account. Name it whatever you want, but ensure that you remember it as it will be used to push EOD data to include sales and Receivables on Accounts. You do not need to update any information in the QB Customer record other than the name. Once you have set it up in QB map the name in Fuse5 in the “Dummy Customer Account” line under EOD Reconciliation-Quick Books Integration section of the Quick Books integration in Fuse5.

EOD Reconciliation - QuickBooks Integration	
Discrepancy Debit <i>Note: Other Current Asset Chart of Account</i>	Miscellaneous Corp <i>Settings when discrepancy is SHORT/NEGATIVE. In case of OVER/</i>
Discrepancy Credit <i>Note: Expense Chart of Account</i>	Miscellaneous Corp <i>Settings when discrepancy is SHORT/NEGATIVE. In case of OVER/</i>
Dummy Customer Account	Fuse5 Push <i>Required for moving AR to UF by EOD.</i>
Cash & Check Invoices For EOD <i>Note: Account Receivable Chart of Account</i>	Accounts Receivable

In order to create a customer in QuickBooks go to the customer center by clicking on CUSTOMERS (toolbar at top) > CUSTOMER CENTER. Once in the customer center you can choose to create NEW CUSTOMER & JOB.



Once you have given the customer a name simply click OK and you are done.

