UNIVERSITY

Introducing Our Latest QuickBooks Integration!

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Account Manager

September 1, 2020

WHAT YOU'LL LEARN

- About the QuickBooks Online integration
- Integration Details
  - Nightly General Ledger transfer
  - Create Accounts Payable invoices from closed purchase orders
- Integration Pricing
- Q&A

QuickBooks Online integration

Key features:

- Automatically transfer the day's general ledger activity summary into your QuickBooks general ledger each night.
- Create an accounts payable invoice in QuickBooks minutes after you receive a purchase order in Paladin.

Note: Each feature is independent. You can choose to use either or both.

Nightly General Ledger transfer

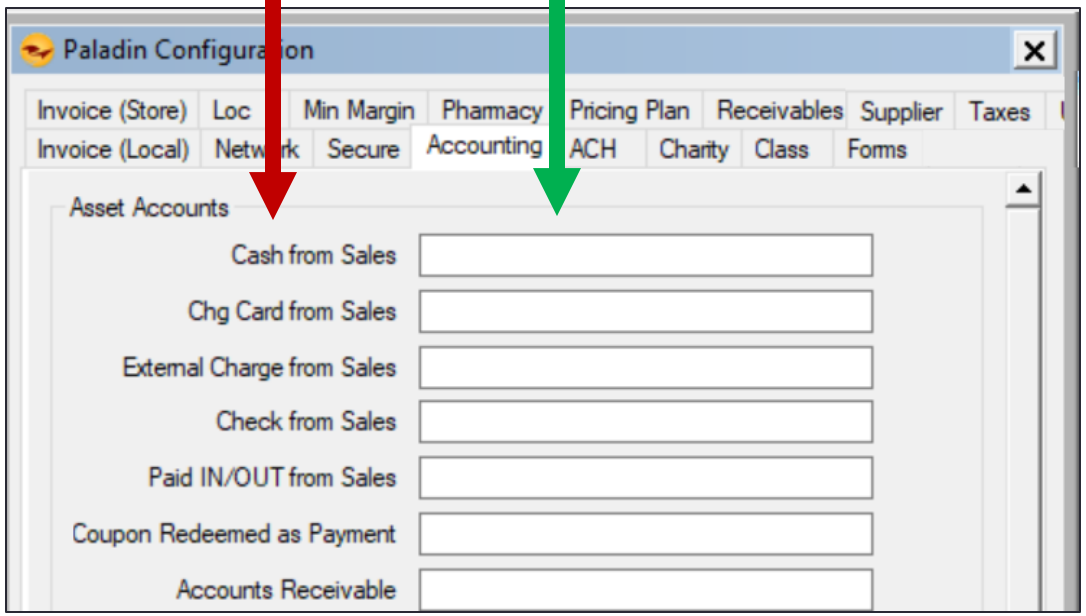
The QuickBooks Online GL transfer feature automatically transfers the day's financial totals into QuickBooks each night, including:

- Sales revenue
- Cost of goods sold
- Accounts receivable
- Accounts payable
- Tax liability
- And more

Set up: Assign QuickBooks accounts to Paladin categories

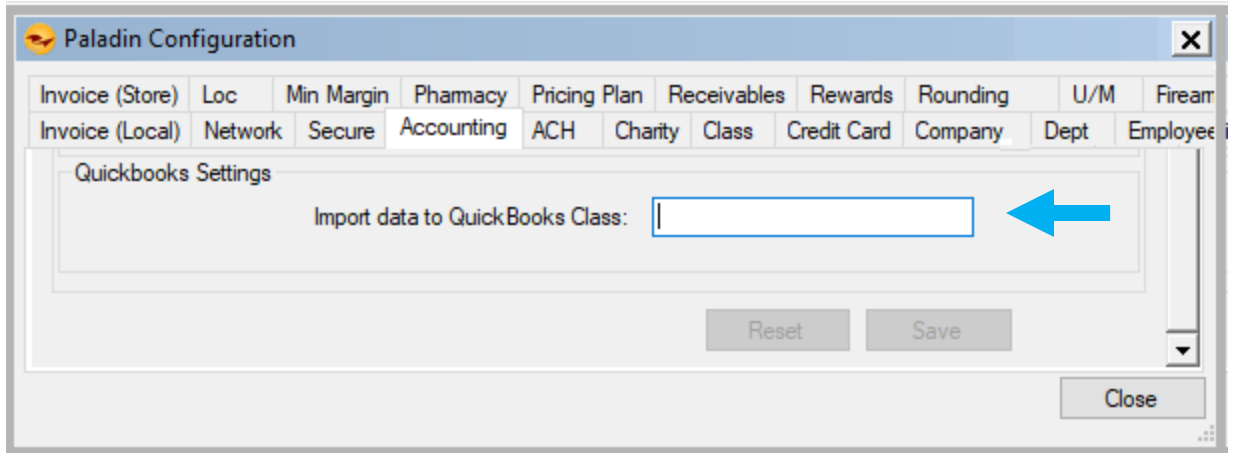
Paladin accounting categories

Enter QuickBooks GL accounts



- Before the GL transfer feature is turned on, you will assign your QuickBooks accounts to the Paladin accounting categories.
- To do this, go to: **File** > **Setup** > **Accounting** tab and enter the appropriate QuickBooks account number or name for each accounting category.

Setup: Additional integration settings



- If you have different companies set up in QuickBooks, you can select the company for the store's GL transfer during integration setup.
- If you are using class tracking in QuickBooks, you can specify the class for the GL transfer when you assign QuickBooks accounts on the **Accounting** tab.

Create accounts payable invoices in QuickBooks from closed POs (Paladin)

Auto-create accounts payable invoices

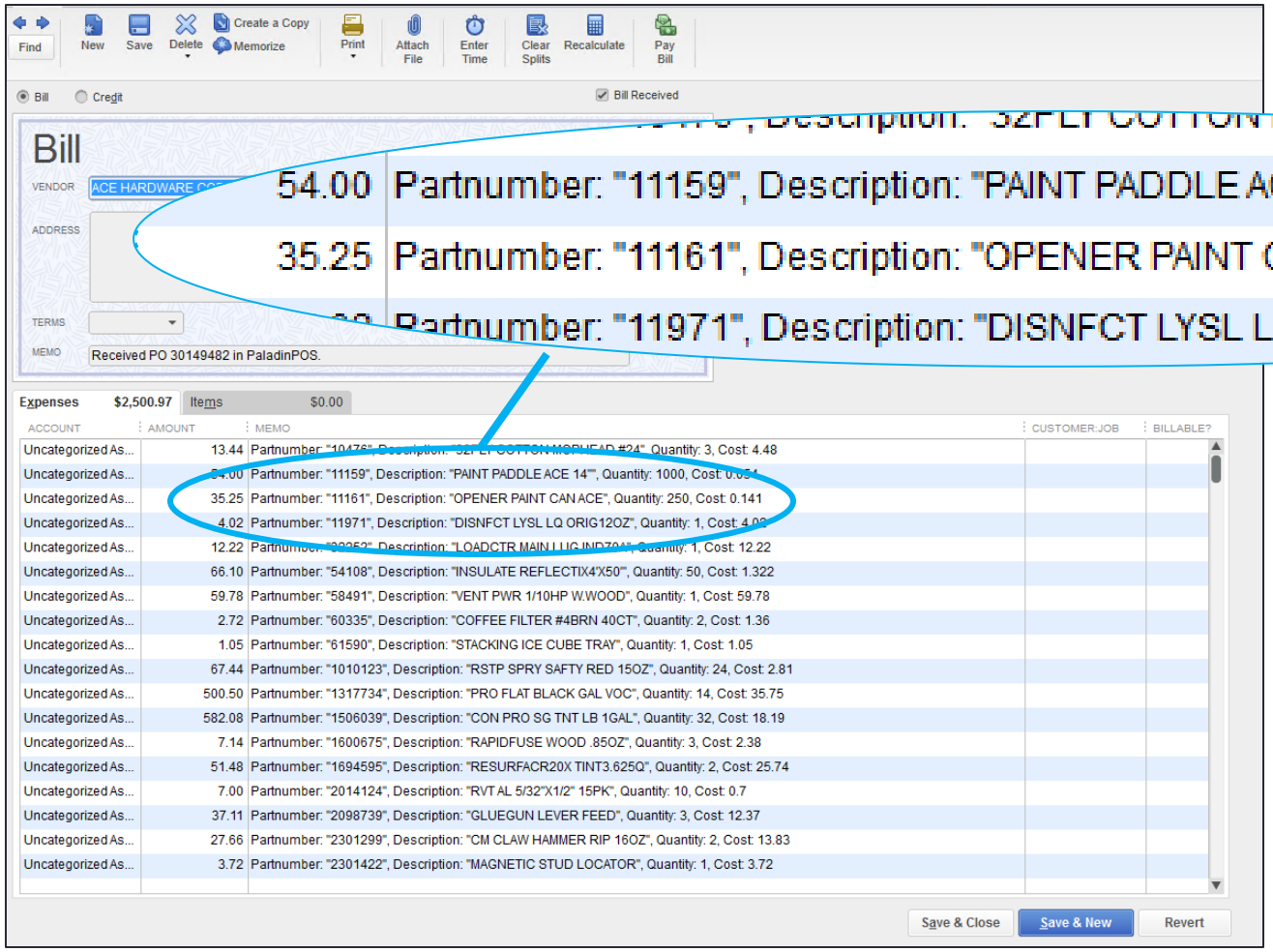
Purchase Order Info

- Just moments after a purchase order is closed in Paladin, the received order information is queued up for transfer to QuickBooks.
- When the data transfer occurs a short time later, a new Accounts Payable invoice will appear in QuickBooks with the purchase details.

Specifying an invoice date

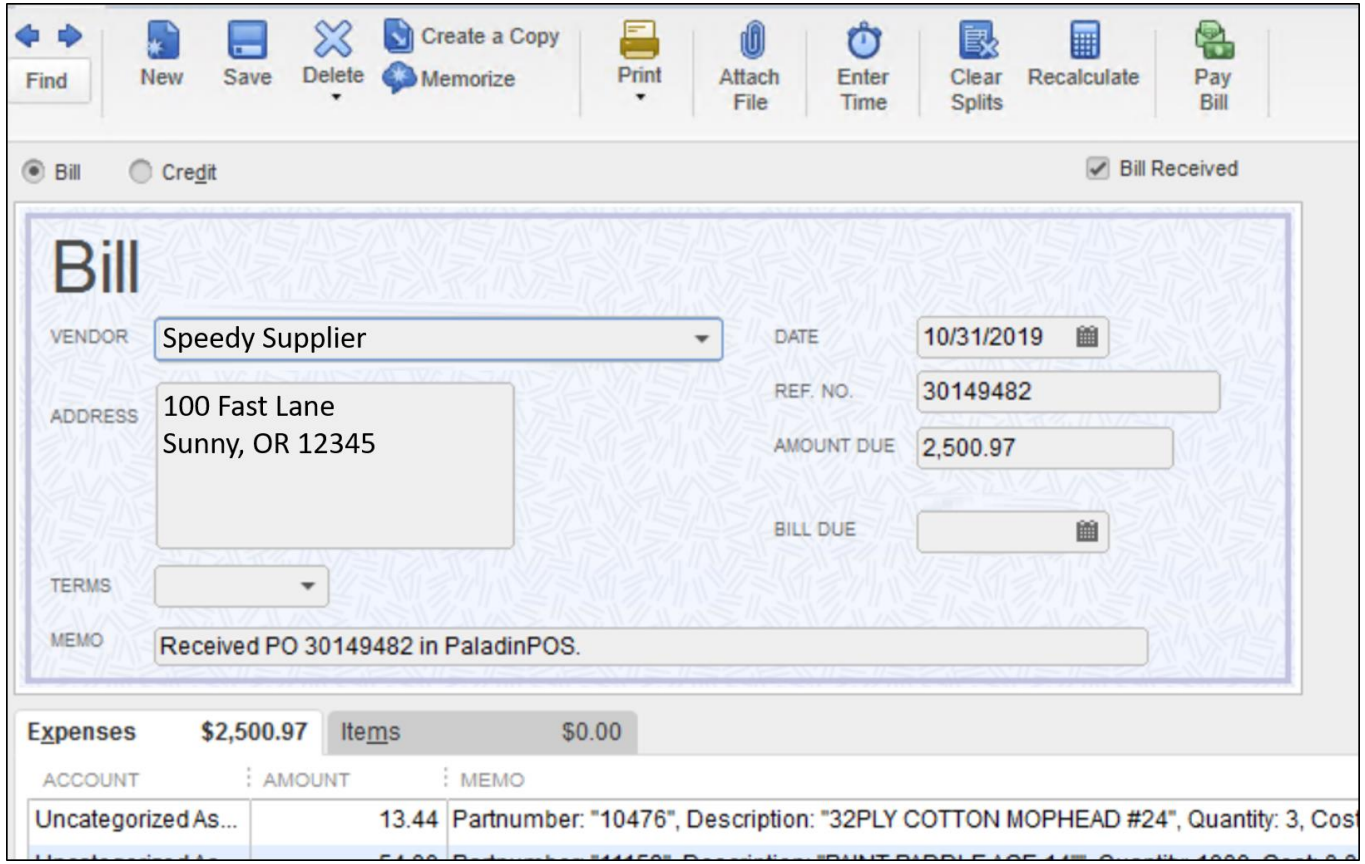
- When you close a PO, you can specify an **Invoice Date** for the in the **Apply Freight Cost** window.
- This date will appear as the DATE value on the QuickBooks accounts payable invoice.

Accounts payable invoice in QuickBooks



The accounts payable invoice in QuickBooks will show a list of PO line items, including part number, description, cost, quantity and line item extension (amount).

Accounts payable invoice in QuickBooks



The invoice also includes:

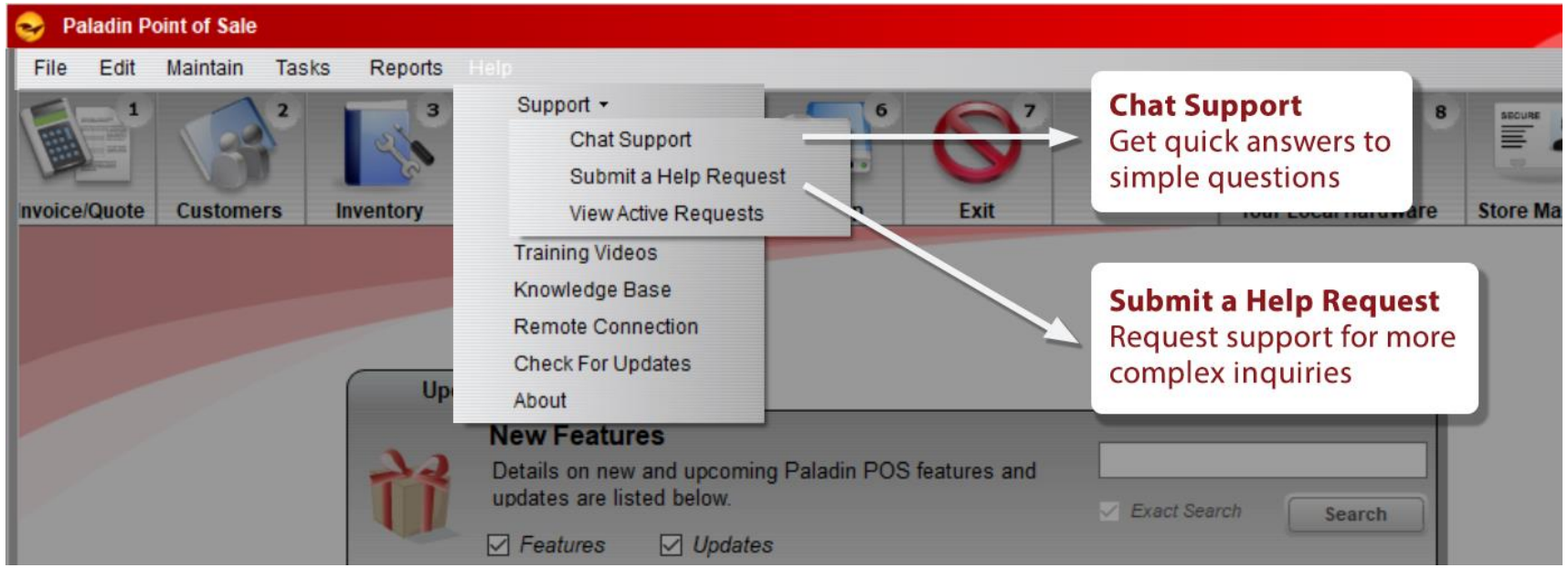
- **VENDOR** (supplier) details from Paladin
- **DATE** from the **Apply Freight Cost** window.
- **REF NO.** set to Paladin PO #
- **AMOUNT DUE**
- **MEMO** with Paladin POS reference

Setup: Import Accounts Payable invoice history

- When the integration is first turned on, you have a one-time opportunity to create Accounts Payable invoices in QuickBooks for purchase orders that were previously closed during a period you specify.
- To take advantage of this feature, let Paladin Support know the start date for your historical import.

Ready, Set, GO!

When you're ready to turn on the integration or if you have questions, you can contact Paladin Support using our new **Help** > **Support** > **Submit a Help Request** feature in Paladin.



Paladin Pricing

QuickBooks Online integration

- Setup: $249
- Monthly: $29

QuickBooks Desktop integration

- Setup: $399
- Monthly: $29

QuickBooks subscription must be purchased separately.

Q&A

Next Webinar:

Why GMROI is so Important to Your Business

September 22 @ 9am PT

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