

# QuickBooks Enterprise 17.0

White Paper | 2016

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# Overview

After serving the needs of small businesses for over 10 years, Intuit identified a need to better serve small to medium sized businesses growing in size or complexity. QuickBooks Desktop Enterprise was designed specifically with these businesses in mind.

QuickBooks Desktop Enterprise is the most flexible QuickBooks that adapts to the way you run your business. It scales from 1 to 30 users with everything you need to manage your users and data properly. Its add-on modules cater to your specific workflow needs.

With QuickBooks Desktop Enterprise 17.0, you can:

- Get room to grow without sacrificing control over user access.
- Keep your growing data history to provide the best possible financial data about your business.
- See your data the way you want with the most customizable reporting tools in QuickBooks.
- Manage your end-to-end workflow inside QuickBooks Desktop Enterprise.
- Access Enterprise any way and anywhere you want, anytime.<sup>1</sup>

If you are currently using QuickBooks and managing more complexity, you may benefit from the flexibility of Enterprise. Moving up from Pro or Premier is as easy as any other QuickBooks upgrade: get up and running on QuickBooks Desktop Enterprise in less than 30 minutes.<sup>2</sup> You and your team can transition seamlessly with Enterprise' familiar QuickBooks look and feel. And if you're changing from another solution, chances are someone in your office already knows QuickBooks.

1 Internet Explorer 7, Firefox 3 for Windows or Mac, Safari 4 for Mac, Safari 5 for Windows, Chrome 3 or later for Windows or Chrome 4 or later for Mac. Internet connection required. Access is subject to Internet provider network availability and occasional downtime due to systems and server maintenance and events beyond our control. Subject to change without notice.

2 If you're a current QuickBooks Pro or Premier customer upgrading to QuickBooks Desktop Enterprise 17.0. Based on internal data on 2/22/13 using recommended system requirements.

## Key Features Overview

### Get room to grow without sacrificing control over user access

Scale from 1 to 30 individual users.<sup>1</sup>

Let users work at the same time with more activities in multi-user mode.

Set individual user permissions for more than 115 different activities.

14 predefined user roles are included to help you set up new users quickly.

### Keep your growing data history to provide the best financial data about your

Track hundreds of thousands of customers, vendors and inventory items more than 6 times the capacity of any other QuickBooks product.<sup>2</sup>

High list limits let you add more Accounts, Classes, Customer and Vendor Types, To Do's, Customer Messages, and much more.

### Access Enterprise any way and anywhere you want, anytime<sup>3</sup>

Unify remote workers and satellite offices with a real-time link to your QuickBooks data with Remote Desktop Services.<sup>4</sup>

Add our monthly Hosting Service to run your Enterprise in the cloud, and connect all your users and get anywhere, anytime access with no network to set up or maintain.<sup>5</sup>

### Manage your end-to-end workflow inside QuickBooks Desktop Enterprise

Manage inventory right inside QuickBooks. Advanced Inventory (included in Platinum subscription) gives you the option of tracking more details about your inventory right in QuickBooks — so there's no need for separate software.<sup>6</sup>

Advanced Pricing (included in Platinum subscription) lets you control, customize and automate your pricing right inside QuickBooks, so you don't have to manually update your pricing.<sup>7</sup>

Industry editions have specialized workflows and reports designed for contractors, manufacturers, wholesalers, nonprofits, professional service firms and retailers.

### See data the way you want with the most customizable reporting tools in QuickBooks

Twice as many custom data fields as in other QuickBooks products.

Combine reports from multiple company files for clearer business insights.<sup>8</sup>

For more complex reporting needs, you can create custom reports with ODBC-compliant applications<sup>9</sup> by connecting directly to the QuickBooks database for maximum flexibility in report design.

1 Licenses are available in single-user increments from 1 to 10 users or 30 users. Fees apply.

2 Enterprise allows you to add up to one million names (e.g. customers, vendors, employees) and up to one million items (e.g. inventory, non-inventory, and service items). Some performance degradation is likely as your lists approach these size thresholds.

3 Internet Explorer 7, Firefox 3 for Windows or Mac, Safari 4 for Mac, Safari 5 for Windows, Chrome 3 or later for Windows or Chrome 4 or later for Mac. Internet connection required. Access is subject to Internet provider network availability and occasional downtime due to systems and server maintenance and events beyond our control. Subject to change without notice.

4 Additional fees may apply. Requires certain hardware, Microsoft Server operating systems, Microsoft Windows Server software licenses, and Remote Desktop Services Server Client Access Licenses, sold separately. For multiple remote users, a Remote Desktop Services Client Access License is required for each user.

5 Additional fees apply for the QuickBooks Desktop Enterprise Hosting Service subscription. Hosting Service is available for QuickBooks Desktop Enterprise only and is valid for number of users equal to or less than the number of QuickBooks Desktop Enterprise users assigned to customer's Intuit account. QuickBooks Desktop Enterprise sold separately; a valid QuickBooks Desktop Enterprise license code must be provided to Right Networks. Contact Right Networks to contract third party software. Support for Hosting Service provided by Right Networks. Terms, conditions, pricing, service and support options are subject to change without notice.

6 Advanced Inventory is included in the Platinum subscription. Requires QuickBooks Desktop Enterprise with an active QuickBooks Desktop Enterprise subscription and an Internet connection. You'll automatically receive any new versions of our product that are released, when and if available, along with updates to your current version.

7 Advanced Pricing is included in the Platinum subscription. Requires QuickBooks Desktop Enterprise with an active QuickBooks Desktop Enterprise subscription and an Internet connection. You'll automatically receive any new versions of our product that are released, when and if available, along with updates to your current version.

8 Requires Microsoft Excel 2002, 2003, or 2007. Company files must all be on the same version of QuickBooks Desktop Enterprise.

9 Applications sold separately.

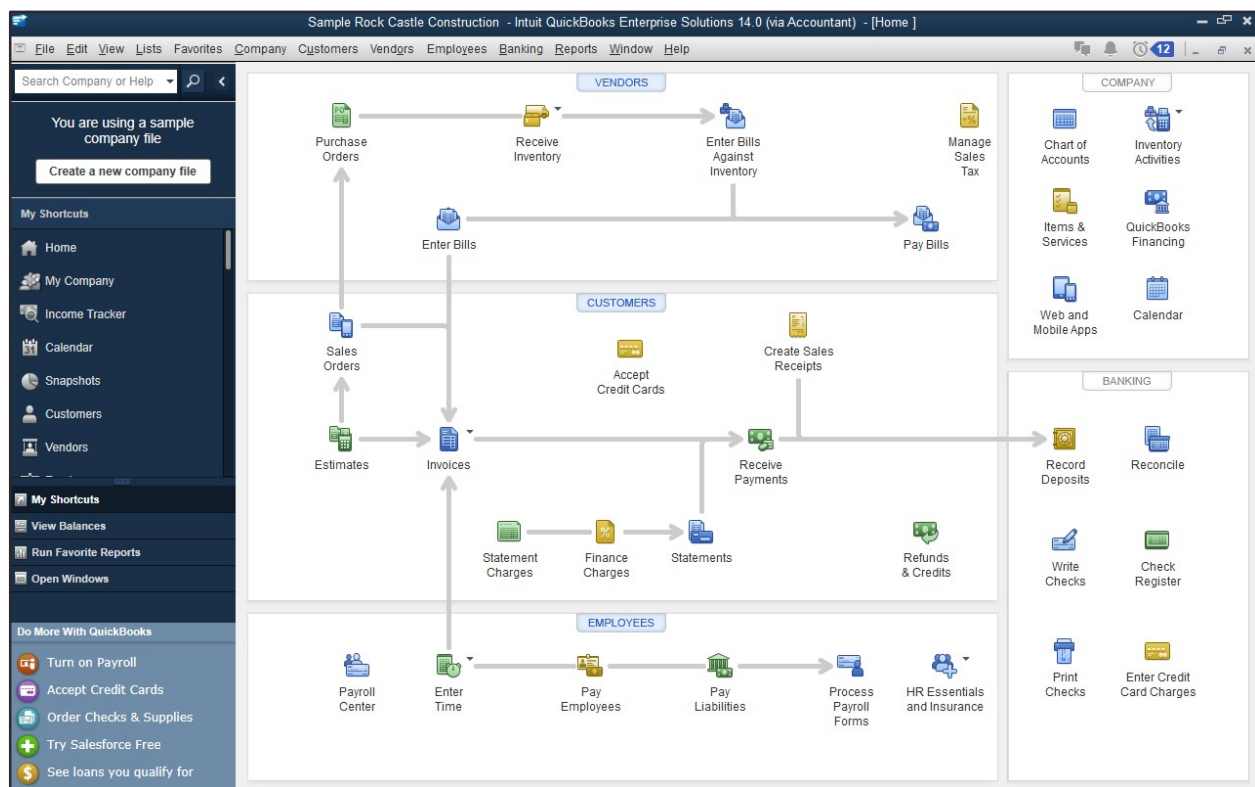


# User Interface Basics

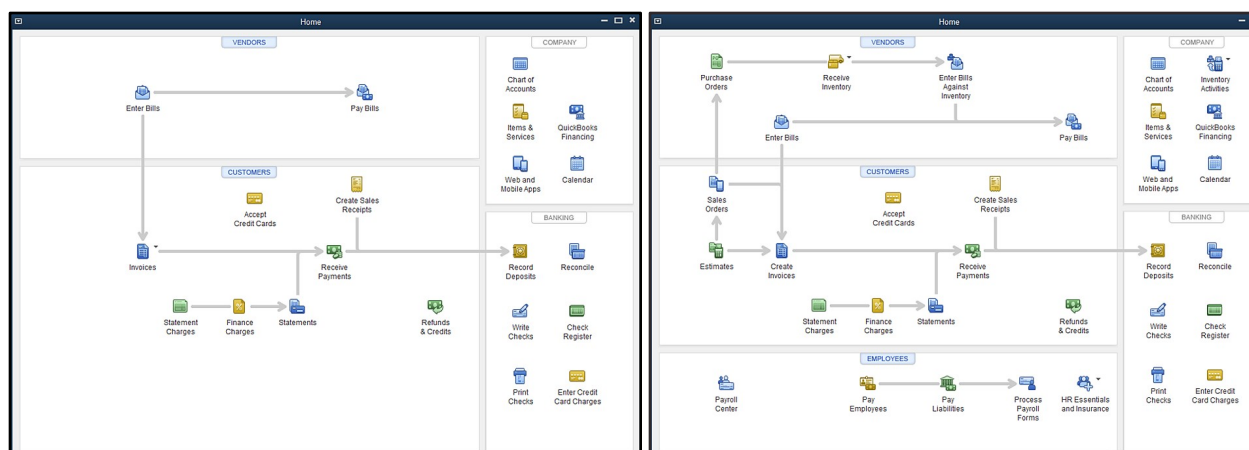
## Home Page

User Interface Basics

The Enterprise home page provides an overview of QuickBooks activities, which makes it easy to access the most frequently used functions and tasks in QuickBooks. A workflow view shows the key tasks and how they are related. Users simply click on a task icon to get started performing that task. Get instant access to account balances in QuickBooks and the ability to customize QuickBooks easily by turning features on and off from a central location.



The home page is customized to each business based on their preferences and answers to questions in setup. Here are two examples of a customized home page:



Example 1: Customized home page for simple businesses

Example 2: Product-based business which tracks inventory and uses Payroll and MAS

The home page includes:

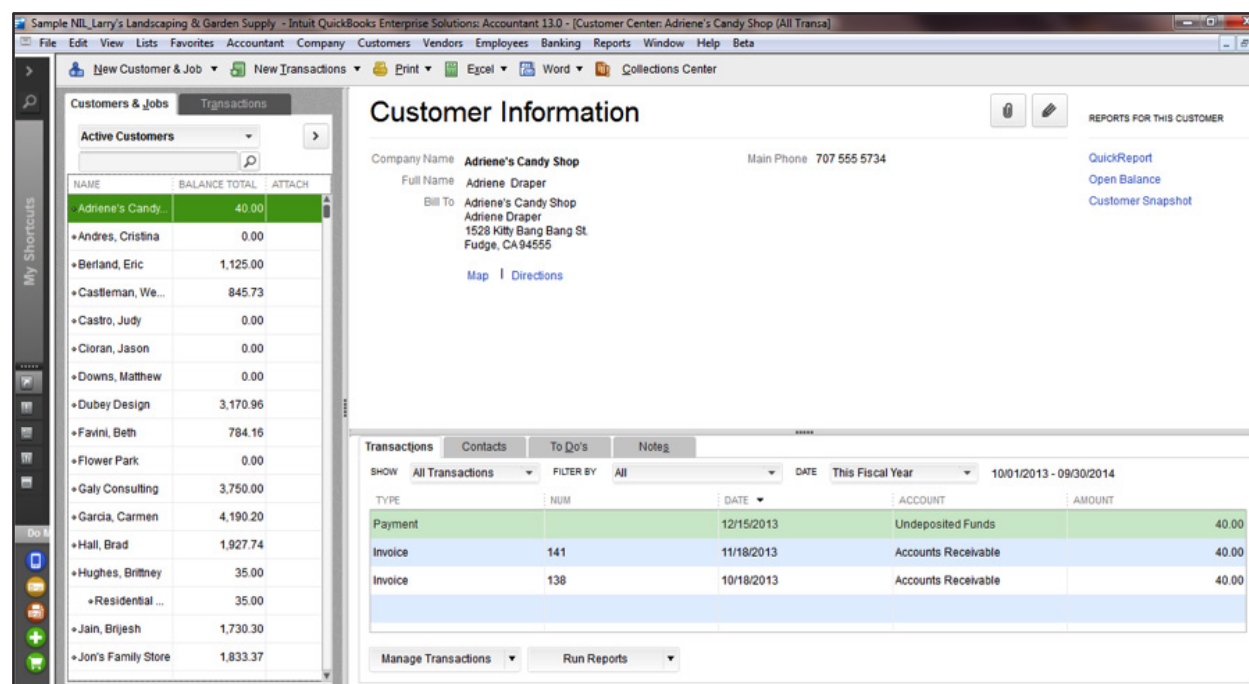
- **Workflow area**, which provides a graphical overview of key QuickBooks tasks and shows how they are related, including key steps in the workflow (e.g. first you enter a bill, then you pay the bill). Each step is represented as an icon, which the customer can click to do the task.
- **Sample file indicator**, which reminds the user if they are in a sample file and gives them a way to start a new company file.
- **Account balances**, which displays the account name and balances of bank account and credit card accounts, using the account balance information available in QuickBooks. This section can be closed, if desired, for privacy. If a user does not have permission to see a particular account, that account is not listed here. If a user does not have permission to see any account balances, this box does not appear.
- **Customize QuickBooks link**, which links the user back to where they can set preferences to determine which features are on/off in the home page and which features are on/off throughout the product. Note: There is limited customization available—not all features can be turned on/off on the home page, and not all features can be turned on/off throughout the product.

## Customer Center

User Interface Basics

The Customer Center can be thought of as a single place for accessing and managing all information and tasks related to customer management, making information faster to find and easier to manage. In one screen you can see all your customers and exactly what they owe. Clicking on a customer's name will immediately display all the activity you have had with them. All pertinent customer contact information (phone number, fax number, and payment terms) is also available in this view so you don't have to go to a different screen to obtain this information. If a customer is past due, getting in touch with the customer is a snap.

The Customer Center consists of two contexts and the tabs allow a user to switch between contexts.



The first context is the “Customer List” context. This context has three panes:

- Customer List Pane (left)
- Customer Detail Pane (top)
- Customer Transactions Pane (bottom)

In the customer list pane, the user selects a customer and that selection drives what is seen in the other two panes. The user can also “maximize” the customer list (and hide the other two panes). In this maximized view, the user can also customize the columns and see other information from the customer record (e.g. customer account number, zip code, sales rep, typical payment method).

The customer detail pane provides a quick, at-a-glance view of the most important (non-transactional) information for the selected customer. The customer’s contact information is in this detail pane, along with key information such as the standard payment terms extended to this customer. This pane also includes two lines of free-form notes that are particular to this customer and provides access to a few key reports for this customer. Easily edit contact information from this window if you need to update any contact information.

The customer transactions pane provides easy access to the transaction information for the selected customer. Users can select a particular customer in the left pane, and transactions for that customer appear on screen in the bottom pane. The user can then sort and filter the transactions and choose to view exactly they want—by filtering on transactions of a certain type (e.g. Invoices), by status (e.g. see only Open Invoices) and/or by date (e.g. see only Invoices for the last month). Users can also choose which data columns to display, choose the order of the columns, and sort by any of the columns simply by clicking on the column headers. Double click on any transaction to see all the detail.

The second context is the “Transaction Lists” context. By using the Transactions tab, the user can also

switch to the transaction lists context. This context is useful when a user wants to look for data across all their customers.

This transaction lists context has two panes:

- Transaction Folders Pane (left side)
- Transactions Pane (right side)

For example, if a user wants to see all the unpaid invoices (for all the customers that you deal with), the user would go the Transactions List tab and select invoices to view. The user could then choose to subfilter the invoice list to only show unpaid invoices. This list of unpaid invoices appears in the right pane.

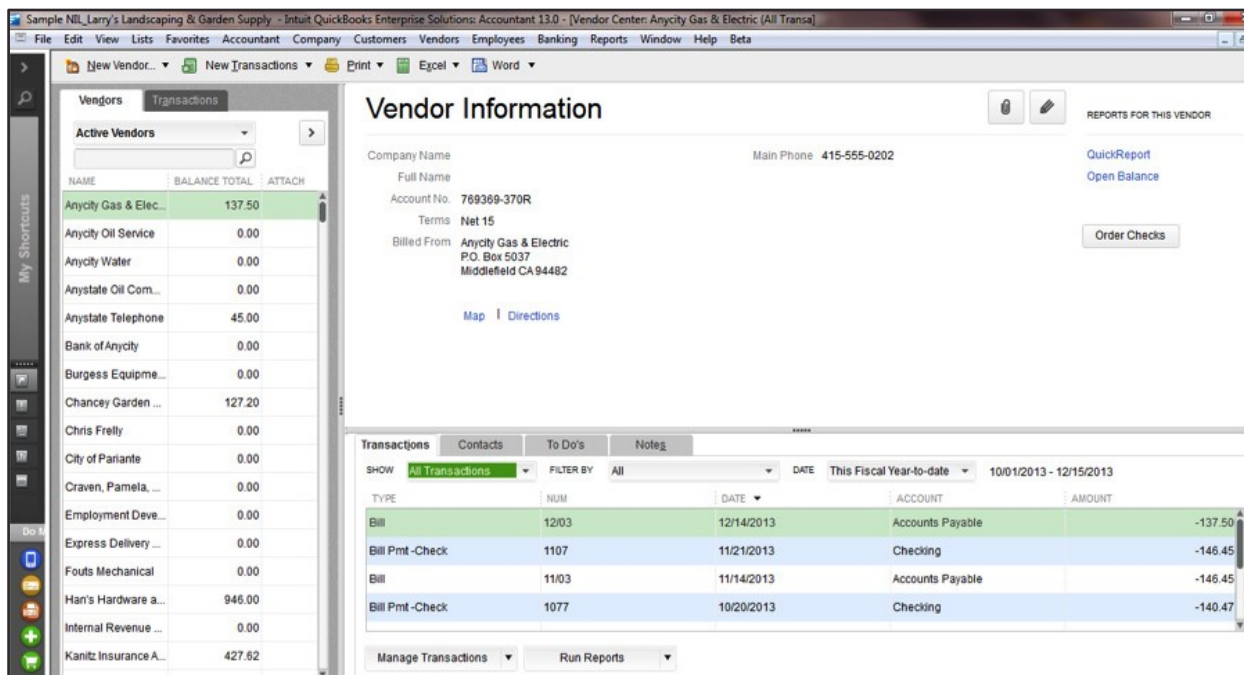
The Customer Center also includes a toolbar, from which a user can start new tasks, such as creating a customer or job. They can also create new customer-related transactions like new estimates, new invoices, new sales receipts and more. The toolbar also allows the user print any of the information in the various panes of the Center.

## Vendor Center

User Interface Basics

The Vendor Center works exactly like the Customer Center. Users can see all their vendors and what balance is owed to them. Users can click on a vendor name to see the vendor’s contact information and the entire transaction history with that vendor.

Users can filter the vendor list to scan the list of vendors and see which ones they owe money to.





# 17.0 New and Improved Features

## Improved Multi-User Experience

17.0 New and Improved Features

New in 2017, there are now fewer instances that require users to switch between Multi-User and Single-User mode. You can now pay bills, print checks, scan checks, link estimates to Invoices, and link payments to bills all in Multi-User Mode. This means less switching between modes and more productivity when working with others in QuickBooks Desktop. We have also added new collaboration tools to make switching from Multi-User mode to Single-User mode easier.

## Smart Search

17.0 New and Improved Features

Enter data faster with smart search. Now, when you start typing in a field QuickBooks Desktop instantly searches your lists for all words or phrases that match. No need to search the full chart of accounts to find that one client or memorize the exact name of every item. You can also search between values (e.g. \$100 to \$200) to find transactions, instead of using the exact amount.

## Report Filters

17.0 New and Improved Features

Easily see your report filters. Just one click shows you the filters applied to a report. With visible filters, you can easily reproduce memorized reports and quickly toggle on/off a filter. Adding filters is easy with a new shortcut that allows you to click on a filter to see a complete listing of what's available.

## New Feature Tour

17.0 New and Improved Features

We know you want to get the most out of QuickBooks. So in 2017 we have added a tour to teach you about all to productivity enhancing features that have been added. As you log into QuickBooks for the first time, a new display gives an overview of all new features in the latest release. The New Feature Tour can also be accessed anytime through the Help Menu.

# Key Features & Benefits

## Get Room to Grow Without Sacrificing Control Over User Access

Key Features & Benefits

### Add Up to 30 Users

QuickBooks Desktop Enterprise is the fastest and most scalable QuickBooks product to support the needs of growing businesses. QuickBooks Desktop Enterprise is available for 1 through 10 and up to 30 users, allowing businesses to scale as they grow.

### Multi-User Mode

Perform more tasks in multi user mode including:

- Adjust inventory
- Delete list items
- Change sales tax rates
- Define custom fields
- Set a closing date
- Make deposits
- Change any list sort order

### User Permissions

QuickBooks Desktop Enterprise' advanced permissions enable users to apply more enhanced user controls to activities within all areas of QuickBooks by assigning distinct user access levels including view-only, create, modify, delete, and print.

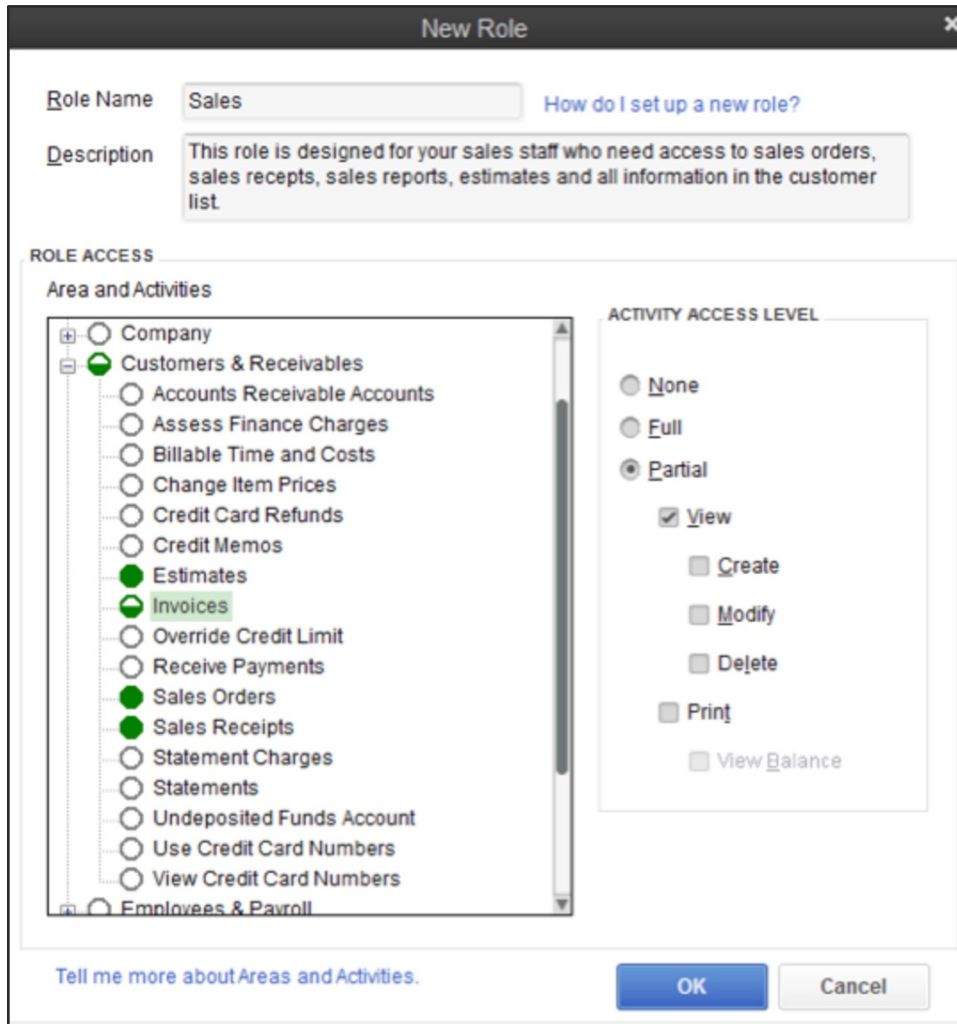
Enterprise enables user controls on over 115 individual activities, compared to 10 broad-area activities in QuickBooks Premier. You can also restrict access to specific lists and report groups based on user roles. This use of roles (along with the 13 pre-defined roles) makes it more efficient to set up and maintain controls, especially when there are a large number of users. Users can be assigned multiple roles, and individual roles can be assigned to multiple users. This increased flexibility of control gives the Admin the flexibility to customize access levels for each user.

Additionally, Enterprise offers the following capabilities:

- Activities such as setting company preferences can be assigned to other users while still limiting administrative control over accounting activities, such as closing the books, to the Admin (e.g. the accountant).
- A view permissions report is available to see the roles that individual users are assigned to, and what permissions each role has.
- Payroll holes have been closed – so even if a user has access to a check register, the payroll data will be obfuscated unless the user also has access to payroll. Additionally, if a user

does not have access to payroll, the user can be prevented from accessing the payroll and compensation information in the Employee Center.

- Permissions can be set to limit user access to specific bank accounts.
- All existing Pro and Premier user permissions can be migrated to Enterprise, where they can be further customized to suit the needs of the business.



## Administering/Managing Roles

Controls can be viewed and modified by user and role. You can copy designated user or role permissions and assign them to a new user or role by clicking the "Duplicate" button. This allows users to quickly and easily add new users and roles based on the permissions they are accustomed to and make just the modifications they need to fill their business needs.

## Determining User Control Levels

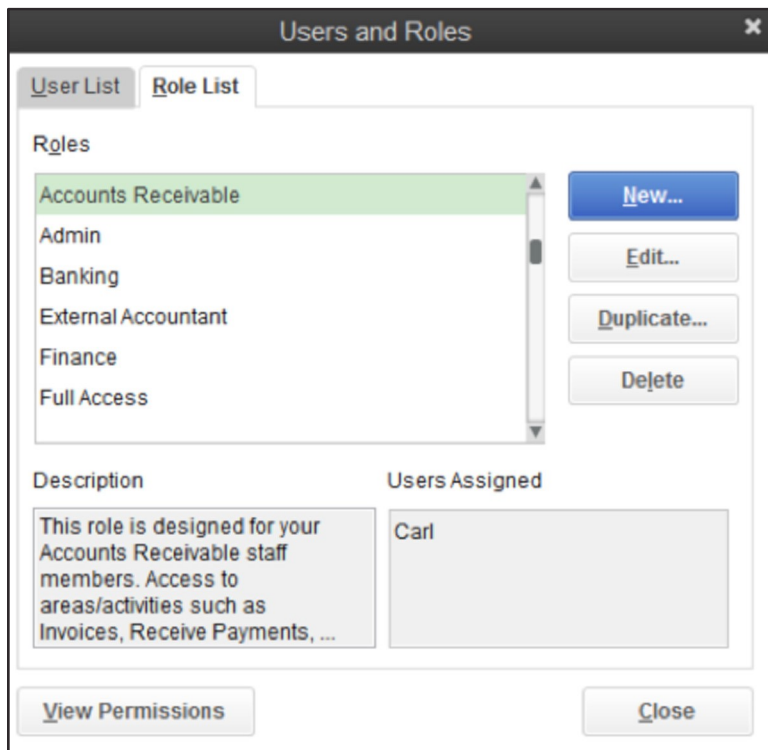
Easily generate reports of permissions to get a bird's eye view of existing controls by user or role. Simply select the type of view and the roles or users you want to see, and an easy-to-read report is created for you.



## Permissions Access by Users

Areas and Activities	Carl	Frank	Henry	Jane	Jim	Ming
<b>Accounting</b>	Full	None	None	Mixed	None	Full
Asset Registers	Full	None	None	Full	None	Full
Edit Closed Transactions	Full	None	None	None	None	Full
Equity Registers	Full	None	None	Full	None	Full
General Journal	Full	None	None	None	None	Full
Liability Registers	Full	None	None	Full	None	Full
Manage Fixed Assets	Full	None	None	None	None	Full
Working Trial Balance	Full	None	None	None	None	Full
<b>Banking</b>	Full	Full	Full	Mixed	Mixed	Full
Bank Registers	Full	Full	Full	Full	None	Full
Checking	Full	Full	Full	Full	None	Full
Petty Cash	Full	Full	Full	Full	None	Full
Savings	Full	Full	Full	Full	None	Full
Checks	Full	Full	Full	View	None	Full
Credit Card Charges	Full	Full	Full	View	Full	Full
Credit Card Registers	Full	Full	Full	Full	Full	Full
Deposits	Full	Full	Full	View	None	Full
Loan Manager	Full	Full	Full	Full	None	Full
Online Banking	Full	Full	Full	Full	None	Full
Reconcile	Full	Full	Full	Full	None	Full
Transfer Funds	Full	Full	Full	Full	None	Full
<b>Centers</b>	Full	Mixed	Mixed	Mixed	Mixed	Full
Customer Center	Full	VC	VC	VC	View	Full
Employee Center	Full	View	View	View	View	Full
Vendor Center	Full	Full	Full	View	Full	Full

Enterprise ships with 13 pre-defined user roles to make setting up controls fast and easy.



Predefined roles include:

- Accounting
- Accounts Payable
- Accounts Receivable
- Banking
- Finance
- Full Access
- Inventory
- Payroll Manager
- Payroll Processor
- Purchasing
- Sales
- Time Tracking
- View-only

The controls are flexible and easy to customize:

- Multiple roles can be assigned to a single user.
- A single role can be assigned to multiple users.
- Roles can be created from scratch.
- User roles can be copied and customized to fit the needs of the business. Modifying controls with a user-roles model is easier especially if your clients have multiple users assigned to a single role. Clients no longer have to change controls for each user. Just change the permissions to the role and the user(s) controls will be updated automatically.

## Always-On Audit Tracking

An “always on” audit trail greatly reduces the time spent investigating changes to the QuickBooks files since the last time they were reviewed. Always-on audit trail records the transactions that are being entered, edited or deleted from the system. Always-on Audit Trail provides users with controls to protect against employee fraud and detect employee errors. Reliable audit trails protect against employees who attempt to make fraudulent transactions and then cover their tracks by deleting or editing the transactions to appear normal. Users will gain peace of mind that changes to their important QuickBooks data will always be tracked. Audit Trail has been improved so that there is no noticeable impact on performance.

# Keep Your Growing Data History

Key Features & Benefits

## Track 100,000+ Names and Items

Enterprise offers the most capacity of any QuickBooks product. Add hundreds of thousands of customers, vendors, and employees, and hundreds of thousands of inventory, non-inventory, and service items so there's virtually no limit to your growth.

QuickBooks Desktop Enterprise is built with a powerful industry standard SQL database to scale as your business grows.

## List Limits

Bumping up against the limits of your lists? QuickBooks Desktop Enterprise allows more Accounts, Classes, Customer Types, Vendor Types, To Do's, Customer Messages, components in a Group Item and Memorized Transactions.<sup>1</sup>

<sup>1</sup> Enterprise allows you to add up to one million names (e.g. customers, vendors, employees) and up to one million items (e.g. inventory, non-inventory, and service items). Some performance degradation is likely as your lists approach these size thresholds.

# See Data the Way You Want to See It

Key Features & Benefits

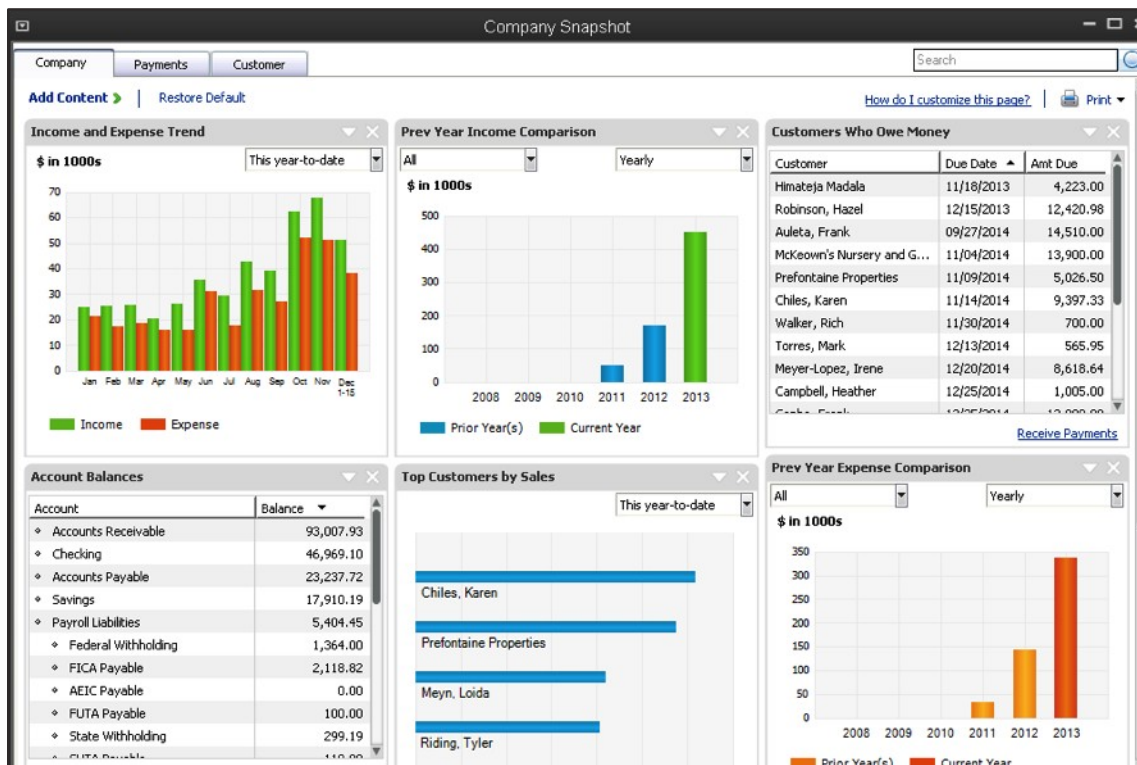
## Excel Integration Refresh

Save worksheet formatting when you export your QuickBooks reports to Excel. Refresh your previously saved worksheet and your formats will be applied to the new report.<sup>1</sup>

## Company Snapshots

QuickBooks Desktop Enterprise gives you access to consolidated views of your business with Company Snapshot, Payments Snapshot, and Customer Snapshot.

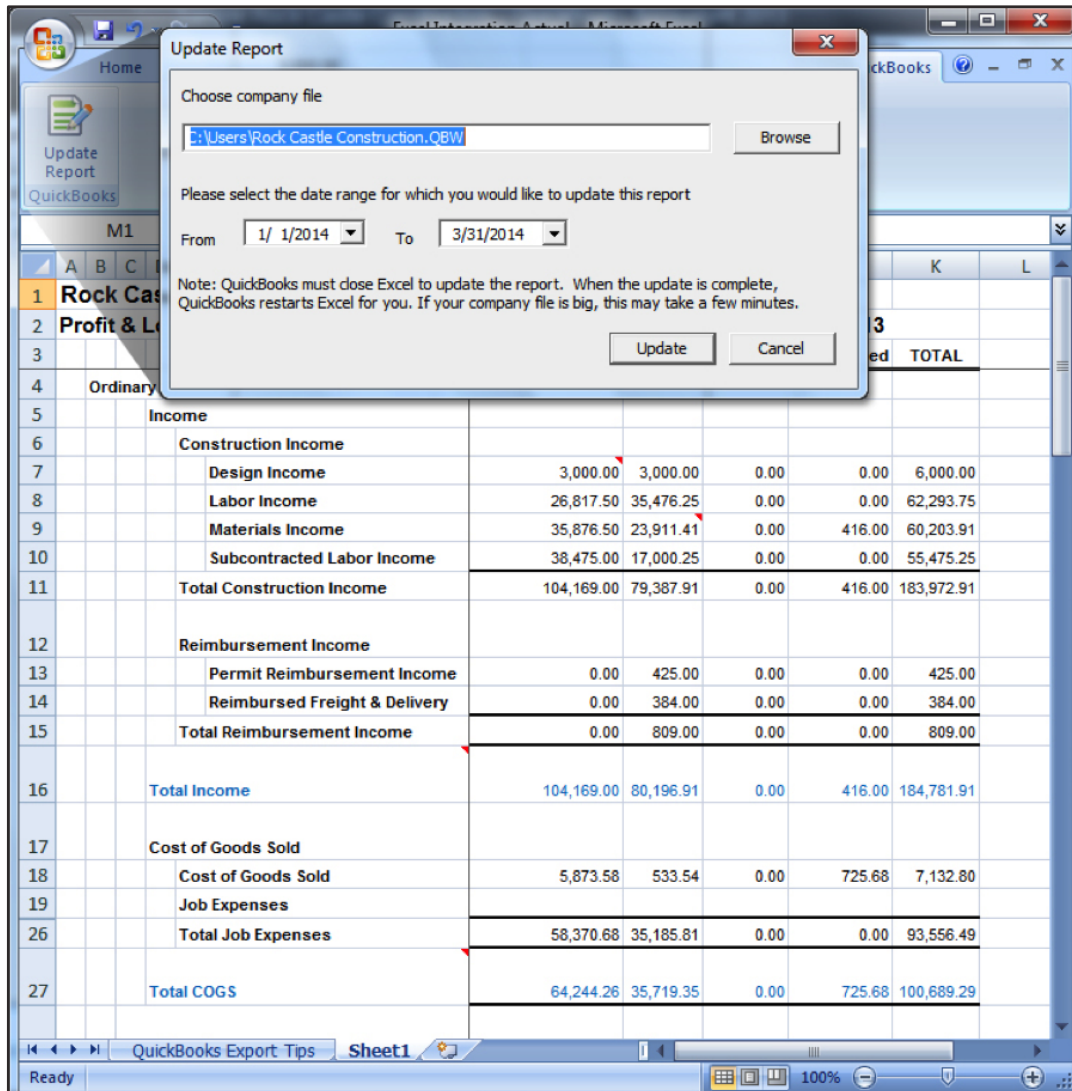
- **Company Snapshot.** Stay on top of your business from a single screen, with data presented just the way you want it. Choose at-a-glance reports that are most crucial for managing your business. New report options include yearly expense and income comparison, detailed expense and income breakdown, and a top customer list.
- **Payments Snapshot.** Visualize your business revenue with Payments Snapshot. View invoice payment status, recent transactions, receivables reports, and payment reminders all in one place.
- **Customer Snapshot.** Prioritize customers with ease with the Customer Snapshot. Customer Snapshot gives you a consolidated view so you can assess at a glance your customer's purchase history, average days to pay, and outstanding balance and make timely decisions on customer requests. You can also identify your top customers by revenue and payment consistency, and prioritize them accordingly.



<sup>1</sup> Requires Microsoft Excel 2003, 2007, or 2010. Company files must all be on the same version of QuickBooks Desktop Enterprise.

## Enhanced Built-In Reports

Over 148 built-in reports can be easily tailored to your needs. Customize these standard reports to your needs, then save these changes and the report is memorized for future use. Or, save time and use auto-fill template reports in Advanced Reporting, available with all Enterprise subscriptions.



Drive further efficiency in your business with enhancements to several key QuickBooks reports. These improvements are among the changes that are most often requested from our customers. Reports include:

- Customer Average Days to Pay report
- Sales by Ship To Address report
- Quantity totals on key Sales by Item reports
- Improved Open Sales Orders by Item report

NIL_Larry's Landscaping & Garden Supply										
Average Days to Pay										
All Transactions										
Type	Due Date	Num	Memo	Account	Class	Amount	Date	Paid Date	Avg Days to Pay	
<b>Adriene's Candy Shop</b>										
Invoice	10/18/2013	138		Accounts Receiva...		40.00	10/18/2013	12/15/2013	58.00	
Total Adriene's Candy Shop						40.00			58.00	
<b>Andres, Cristina</b>										
Invoice	10/31/2013	FC 3	INVOICE	Accounts Receiva...		8.77	10/31/2013	12/08/2013	38.00	
Invoice	11/30/2013	FC 6	INVOICE	Accounts Receiva...		5.00	11/30/2013	12/08/2013	8.00	
Invoice	05/20/2014	22		Accounts Receiva...		195.08	05/05/2013	12/08/2013	217.00	
Total Andres, Cristina						208.85			87.67	
<b>Berland, Eric</b>										
Invoice	12/31/2012	FC 1	INVOICE	Accounts Receiva...		6.58	12/31/2012	01/15/2013	15.00	
Invoice	08/11/2013	1		Accounts Receiva...	Mainten...	480.00	08/11/2012	08/25/2013	379.00	
Invoice	09/11/2013	2		Accounts Receiva...	Mainten...	480.00	09/11/2012	10/14/2012	33.00	
Invoice	10/11/2013	3		Accounts Receiva...	Mainten...	480.00	10/11/2012	10/14/2012	3.00	
Invoice	11/11/2013	5		Accounts Receiva...	Mainten...	480.00	11/11/2012	01/15/2013	65.00	
Invoice	12/11/2013	8		Accounts Receiva...	Mainten...	480.00	12/11/2012	01/15/2013	35.00	
Invoice	01/30/2014	11		Accounts Receiva...	Mainten...	480.00	01/30/2013	02/06/2013	7.00	
Invoice	02/28/2014	13		Accounts Receiva...	Mainten...	480.00	02/28/2013	03/03/2013	3.00	
Invoice	03/31/2014	15		Accounts Receiva...	Mainten...	480.00	03/31/2013	03/31/2013		
Invoice	04/30/2014	19		Accounts Receiva...	Mainten...	480.00	04/30/2013	04/30/2013		
Invoice	05/31/2014	28		Accounts Receiva...	Mainten...	480.00	05/31/2013	06/06/2013	6.00	
Invoice	06/30/2014	34		Accounts Receiva...	Mainten...	480.00	06/30/2013	06/30/2013		
Invoice	07/31/2014	42		Accounts Receiva...	Mainten...	480.00	07/31/2013	08/04/2013	4.00	
Invoice	08/31/2014	52		Accounts Receiva...	Mainten...	480.00	08/31/2013	09/01/2013	1.00	
Invoice	09/30/2014	59		Accounts Receiva...	Mainten...	480.00	09/30/2013	09/01/2013	-29.00	
Invoice	10/31/2014	85		Accounts Receiva...	Mainten...	480.00	10/31/2013	11/11/2013	11.00	
Invoice	11/30/2014	114		Accounts Receiva...	Mainten...	480.00	11/30/2013	11/26/2013	-4.00	
Total Berland, Eric						7,686.58			31.12	

## Combined Reports from Multiple Files

Exclusive to QuickBooks Desktop Enterprise, you can consolidate financial reports from multiple company files in one easy step. No manual calculations or mistakes. Just choose a report: Balance Sheet, Profit & Loss, Profit & Loss by Class, Statement of Cash Flows, Trial Balance, or Sales by Customer Summary. Select the data files to draw from, and Enterprise creates a Microsoft Excel spreadsheet with a column for each location, and a column that totals them all.<sup>1</sup>

## Popular Reports

Access report templates created by other QuickBooks users in your industry. Search by popularity, user rating and industry. Choose the template you like and QuickBooks will populate the report with your business data in one click.

## Custom Reporting

Create custom reports with ODBC-compliant applications using a direct connection to the QuickBooks database for maximum flexibility in report design.

## Forms Customization

Enterprise comes with the well-known flexibility of QuickBooks. For instance, the 148+ built-in reports and all forms such as invoices and estimates can be modified to meet your needs. You can also retrieve QuickBooks data with ODBC-compliant applications such as Microsoft® Excel or Access to see data just the way you want – you can even build custom reports and tools or link your other business applications.

- Over 148 built-in reports can be easily tailored to your needs. Customize these standard reports to your needs, then save these changes and the report is memorized for future use.

<sup>1</sup> ODBC-compliant applications sold separately.

Customize Report | Share Template | Memorize | Print | E-mail | Excel | Hide Header | Expand | Refresh

Dates: This Fiscal Year-to-date | From: 10/01/2013 | To: 12/15/2013 | Sort By: Default

11:14 AM  
12/15/13  
Accrual Basis

### NIL\_Larry's Landscaping & Garden Supply Profit & Loss Detail October 1 through December 15, 2013

Type	Date	Num	Adj	Name	Memo	Class	Clr	Split	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>											
<b>Income</b>											
<b>Landscaping Services</b>											
<b>Design Services</b>											
Invoice	10/11/20										1,250.00
Invoice	10/15/20										2,500.00
Invoice	10/20/20										3,250.00
Invoice	10/20/20										6,450.00
Invoice	10/27/20										7,000.00
Invoice	11/09/20										8,250.00
Invoice	11/13/20										8,800.00
Invoice	11/24/20										9,650.00
Invoice	12/05/20										13,400.00
Invoice	12/15/20										13,510.00
<b>Total Design Services</b>											13,510.00
<b>Job Materials</b>											
<b>Misc Materials</b>											
Invoice	11/12/20										12.30
Invoice	12/01/20										76.05
Invoice	12/12/20										87.30
Invoice	12/12/20										141.30
<b>Total Misc Material</b>											141.30
<b>Decks &amp; Patios</b>											
Invoice	12/08/20										202.50
Bill	12/10/20										45.00
<b>Total Decks &amp; Patios</b>											45.00
<b>Fountains &amp; Gardens</b>											
Invoice	10/05/2013	64		Simpson, Jerry	Landscap...	Accounts Re...			650.00		650.00

**Modify Report: Profit & Loss Detail**

Display | Filters | Header/Footer | Fonts & Numbers

Report Date Range

Dates: This Fiscal Year-to-date | From: From the first day of the current fiscal year through today

From: 10/01/2013 | To: 12/15/2013

Report Basis

Accrual  Cash | This setting determines how this report calculates income and expenses.

Columns

<input checked="" type="checkbox"/> (left margin)	Sort by: Default
<input type="checkbox"/> Trans #	Sort in: <input checked="" type="radio"/> Ascending order <input type="radio"/> Descending order
<input checked="" type="checkbox"/> Type	
<input type="checkbox"/> Entered/Last Modified	
<input type="checkbox"/> Last modified by	
<input checked="" type="checkbox"/> Date	

Put a check mark next to each column that you want to appear in the report.

Advanced... | Revert

OK | Cancel | Help

- All forms can also be easily tailored—add logos, delete or add new form fields, or customize existing fields. Designate fields to appear only on the screen or in the print out as well—so you always look professional to your customers.

### Additional Customization

Selected Template: Custom S.O. Invoice | Template is inactive

Header | Columns | Prog Cols | Footer | Print

Field	Screen	Print	Title
Default Title	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Invoice
Date	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Date
Invoice Number	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Invoice #
Bill To	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bill To
Ship To	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ship To
P.O. No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	P.O. No.
S.O. No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	S.O. No.
Terms	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Terms
Due Date	<input type="checkbox"/>	<input type="checkbox"/>	Due Date
REP	<input type="checkbox"/>	<input type="checkbox"/>	Rep
Account Number	<input type="checkbox"/>	<input type="checkbox"/>	Account #
Ship Date	<input type="checkbox"/>	<input type="checkbox"/>	Ship Date
Ship Via	<input type="checkbox"/>	<input type="checkbox"/>	Ship Via
FOB	<input type="checkbox"/>	<input type="checkbox"/>	FOB
Project/Job	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Project
Other	<input type="checkbox"/>	<input type="checkbox"/>	Other
Spouse's Name	<input type="checkbox"/>	<input type="checkbox"/>	Spouse's Name

When should I check Screen or Print?

**Preview**

NIL\_Larry's Landscaping & Garden Supply  
1045 Main Street  
Eggen, CA 94326  
(415) 355-4367

<b>Invoice</b>	
Date	Invoice #
12/15/2013	102

Bill To	Ship To

S.O. No.	P.O. No.	Terms	Project

Item	Description	Ordered	Rev. Invoice	Invoice	Rate	Amount

Subtotal	\$0.00
Sales Tax (0.0%)	\$0.00
<b>Total</b>	<b>\$0.00</b>
Payment/Credit	\$0.00
<b>Balance Due</b>	<b>\$0.00</b>

Help | Basic Customization... | Layout Designer... |  | Cancel

- Retrieve your QuickBooks data with ODBC-compliant applications such as Microsoft Excel or Access to see data just the way you want—build custom reports, link your various business applications and build custom queries or tools.

## Intuit Statement Writer

Create financial statements quickly and accurately with Intuit Statement Writer, which links your QuickBooks files with Microsoft Excel® so you can build and update professional statements directly in QuickBooks using these robust features:

- Create up to 16 statements in one workbook
- Create Microsoft Word-based letters, cover pages and documents in your report, and bring QuickBooks financial data into your documents<sup>1</sup>
- Batch print your statements and documents
- Generate financial statements on a per-class or per-job basis, or as a combination of classes
- Conveniently access over 50 statement and document templates in-product or online
- Set any date range for reports, including 4-week months or 13-week quarters
- Save documents and statements as custom templates for easy reuse
- Send consolidated reports in a .pdf format<sup>2</sup>

## Fixed Asset Manager

Fixed Asset Manager enables you to manage fixed assets from acquisition to disposition. Users can enter the asset's information, such as description, purchase date, cost, depreciation method, life and the general ledger accounts, and instantly calculate depreciation on assets such as autos, computers, and equipment.

QuickBooks Fixed Asset Manager - [Rock Castle Construction, Inc.]

File Edit View QuickBooks Asset Reports Tools Help

Save Add Delete Asset Tools Find Prev Asset Next Asset

Schedule Asset Disposal Projection Notes Calendar

View column set: Lead Schedule Sort assets by: Asset Number Apply query criteria: All Assets

Asset #	Asset Description 1	Cost	Date Acquired	Tax System	Method	Convention	Asset Life	Business Percentage	Section 179 Deduction	Special Allowance
1	Equipment	15,300.00	12/31/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
2	Desktop PC (5)	13,000.00	05/01/2010	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
3	Copier/Printer	5,000.00	04/26/2010	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
4	Lexus	75,000.00	04/26/2010	MACRS	200% AUTO	Half-Year	05/00	100.00%	0.00	
5	2005 pickup	28,602.91	02/14/2007	MACRS	200% TRUCK	Half-Year	05/00	100.00%	0.00	
6	2005 Van	26,000.00	10/15/2007	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
7	Chairs	475.00	11/15/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
8	Conference Table	3,500.00	11/15/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
9	Desks	2,100.00	12/20/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
10	Desktop computer	2,000.00	10/15/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
11	Desktop PC	5,000.00	10/01/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
12	Laser Printer	2,001.00	10/01/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
13	Metal filing cabinets	1,250.00	10/29/2009	MACRS	200% DB	Half-Year	05/00	100.00%	0.00	
14	Office Building	325,000.00	09/22/2007	MACRS	SL REAL	Mid-Month	39/00	100.00%	0.00	
		625,062.91							0.00	

Federal AMT ACE Book State Other

For Help, press F1 1 of 17 Federal SOLD NOTE 12/31/2017

<sup>1</sup> Requires Microsoft Office 2003 or greater, sold separately. Does not work with Microsoft Office Student Edition or Standard Edition.

<sup>2</sup> With Windows XP or Vista, Adobe Acrobat 5 or greater required; with Windows 7, Adobe Acrobat 9 or greater required.



- Depreciation can be computed for up to six asset bases, including tax and book
- Depreciation journal entries can be created, including disposals
- Up to 20 reports can be printed, including asset schedules by G/L account, location, and category
- Gains and losses can be calculated on asset sales

# Manage Your End-to-End Workflow Inside QuickBooks

Key Features & Benefits

You can manage many of your complex businesses and accounting processes right within QuickBooks. Our exclusive Add-Ons, including Advanced Inventory and Advanced Pricing, are built right into the software so the functionality can be unlocked seamlessly and there is no need for data or workflow integration.

## Sophisticated Assemblies Capabilities

### Nested Assemblies

Build all subassemblies automatically with a final build, instead of entering each one into QuickBooks individually.

Build Assemblies

ASSEMBLY ITEM: Interior Door kit

Date: 12/15/2017 Build Ref. No.: 9003

TEMPLATE: Custom Build Assembly

QUANTITY ON HAND: 20 Build Point: 5  
QUANTITY ON SALES ORDER: 0  
QUANTITY RESERVED FOR OTHER ASSEMBLIES: 0  
QUANTITY AVAILABLE: 20

Components Needed to Build: Interior Door kit

ITEM	DESCRIPTION	TYPE	PER ITEM QTY	U/M	QTY ON HAND	QTY NEEDED
Hardware Doorknobs Std	Standard Doorknobs	Inv Part	1		124	0
Wood Door Interior	Interior wood door	Inv Part	1		47	0
Hardware Brass hinges	standard interior brass hinge	Inv Part	3	ea	246	0
Door Frame	standard interior door frame	Inv Part	1		21	0

Maximum number you can build from the quantity on hand: 21

QUANTITY TO BUILD:

To be printed  Build nested assemblies

MEMO:

Build & Close Build & New Clear

## BOM as Cost of Assemblies

Use the BOM cost as the cost for an assembly and choose to allow QuickBooks to update assembly costs and price when component costs change, instead of manually updating costs.

**TYPE**  
Inventory Assembly Use for inventory items that you assemble from other inventory items and then sell.  
[What's the difference between an Inventory Assembly and a Group?](#)

Item Name/Number  Subitem of  
1000-MC

Barcode Number  
QB:0103358660131

I purchase this assembly item from a vendor

**UNIT OF MEASURE**  
U/M Set Each:ea

**Cost** [What is this cost?](#)  
Use Total BOM Cost 2,408.65 per ea  
COGS Account Cost of Goods Sold

Use global preference  
User defined cost  
Use Total BOM Cost

Sales Price Markup 24.55% Income Account  
3,000.00 Margin 19.71% Pool Cover & Equip...

**Bill of Materials** per ea

ITEM	DESCRIPTION	TYPE	COST	QTY	U/M	TOTAL
Labor	Direct Labor...	Service	40,000	0.025	wrkvkw	1,000.00
Utilities	Utility charg...	Other Charge	25.00	1		25.00
Grease	Grease per ...	Non-Inv Part	0.25	1	oz	0.25
<b>Total Bill of Materials Cost:</b>						<b>2,408.65</b>

**INVENTORY INFORMATION (QUANTITIES IN EA)**

Asset Account	Global Build Pt	Total Qty on Hand	Average Cost
Finished Good...	150	-20	1,656.00

Item is inactive

## Where-Used Report

Track down components using the 'Where-used' report and avoid opening every assembly to see where the component is used. See all assemblies in which a component is used, and replace the component with another in some or all of the assemblies at once.

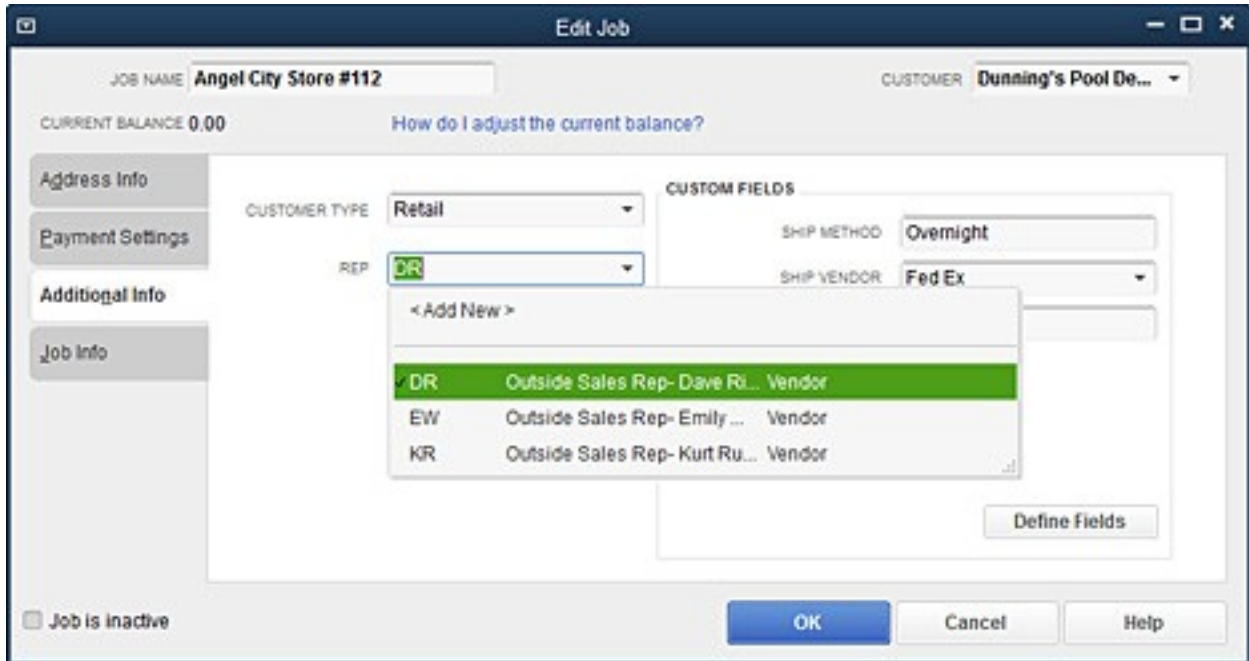
## Add/Edit Multiple List Entries

Work with assemblies in Add/Edit Multiple List Entries, similar to manipulating a spreadsheet.

# Sophisticated Job Costing Capabilities

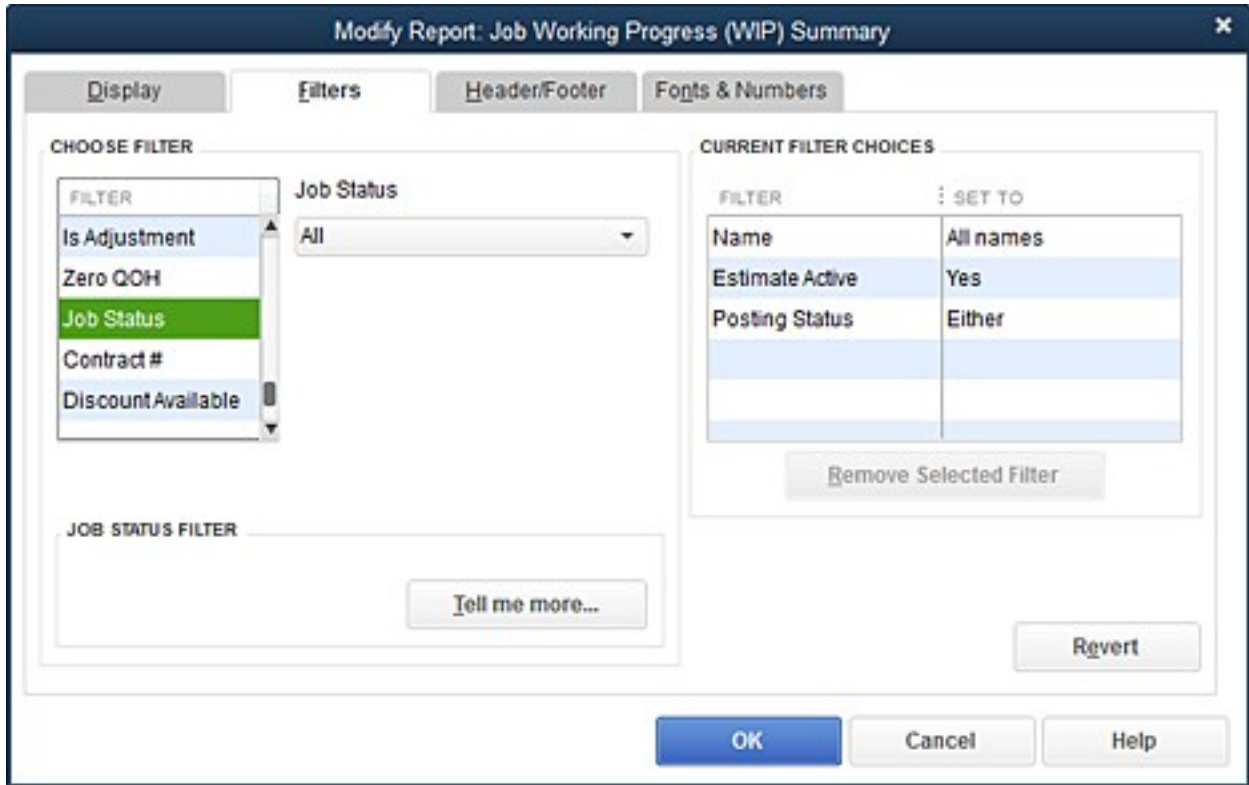
## Track Reps by Job

Get a better handle on the current financial state of your jobs or projects. We've added a rep field to jobs, so you can track reps by job, or track multiple reps per customer.



## Filter Reports by Job Status

Filter reports by job status, for example to view reports for your jobs that are in progress now, have not yet started, or are behind



## WIP Report

Display a WIP report to see up to the minute information on expected and actual revenue for jobs in progress.

Job Working Progress (WIP) Summary

Customize Report | Share Template | Memorize | Print | E-mail | Excel | Hide Header | Collapse | Refresh

Dates: All | From: | To: | Columns: Total only

**Rock Castle Construction**  
**Job Working Progress (WIP) Summary**  
 All Transactions

	Est. Cost	Act. Cost	(%) Complete	Est. Revenue	Earned Revenue	Act. Revenue	(\$) Diff.
▼ Abercrombie, Kristy							
Remodel Bathroom	3,000.00	5,416.23	180.5%	3,114.00	5,622.05	6,749.50	-1,127.45
<b>Total Abercrombie, Kristy</b>	<b>3,000.00</b>	<b>5,416.23</b>	<b>180.5%</b>	<b>3,114.00</b>	<b>5,622.05</b>	<b>6,749.50</b>	<b>-1,127.45</b>
▼ Cook, Brian							
2nd story addition	18,570.34	15,767.60	84.9%	21,331.50	18,112.03	18,061.20	50.83
Kitchen	12,185.00	7,390.00	60.6%	13,003.00	7,886.10	12,906.45	-5,020.35
<b>Total Cook, Brian</b>	<b>30,755.34</b>	<b>23,157.60</b>	<b>75.3%</b>	<b>34,334.50</b>	<b>25,852.57</b>	<b>30,967.65</b>	<b>-5,115.08</b>
▼ Ecker Designs							
Office Repairs	5,370.00	2,910.00	54.2%	5,757.50	3,119.99	4,984.50	-1,864.51
<b>Total Ecker Designs</b>	<b>5,370.00</b>	<b>2,910.00</b>	<b>54.2%</b>	<b>5,757.50</b>	<b>3,119.99</b>	<b>4,984.50</b>	<b>-1,864.51</b>
▼ Pretell Real Estate							
75 Sunset Rd.	13,863.00	3,036.00	21.9%	18,409.93	4,031.78	23,583.14	-19,551.36
<b>Total Pretell Real Estate</b>	<b>13,863.00</b>	<b>3,036.00</b>	<b>21.9%</b>	<b>18,409.93</b>	<b>4,031.78</b>	<b>23,583.14</b>	<b>-19,551.36</b>
<b>TOTAL</b>	<b>52,988.34</b>	<b>34,519.83</b>	<b>65.1%</b>	<b>61,615.93</b>	<b>40,140.37</b>	<b>66,284.79</b>	<b>-26,144.42</b>

## Committed Costs Report

Display a Committed Costs report showing information unattainable in QuickBooks reports before. The Committed Costs report adds POs with no bills and unpaid wages for employees who have spent time on jobs for a much more complete understanding of job costs.

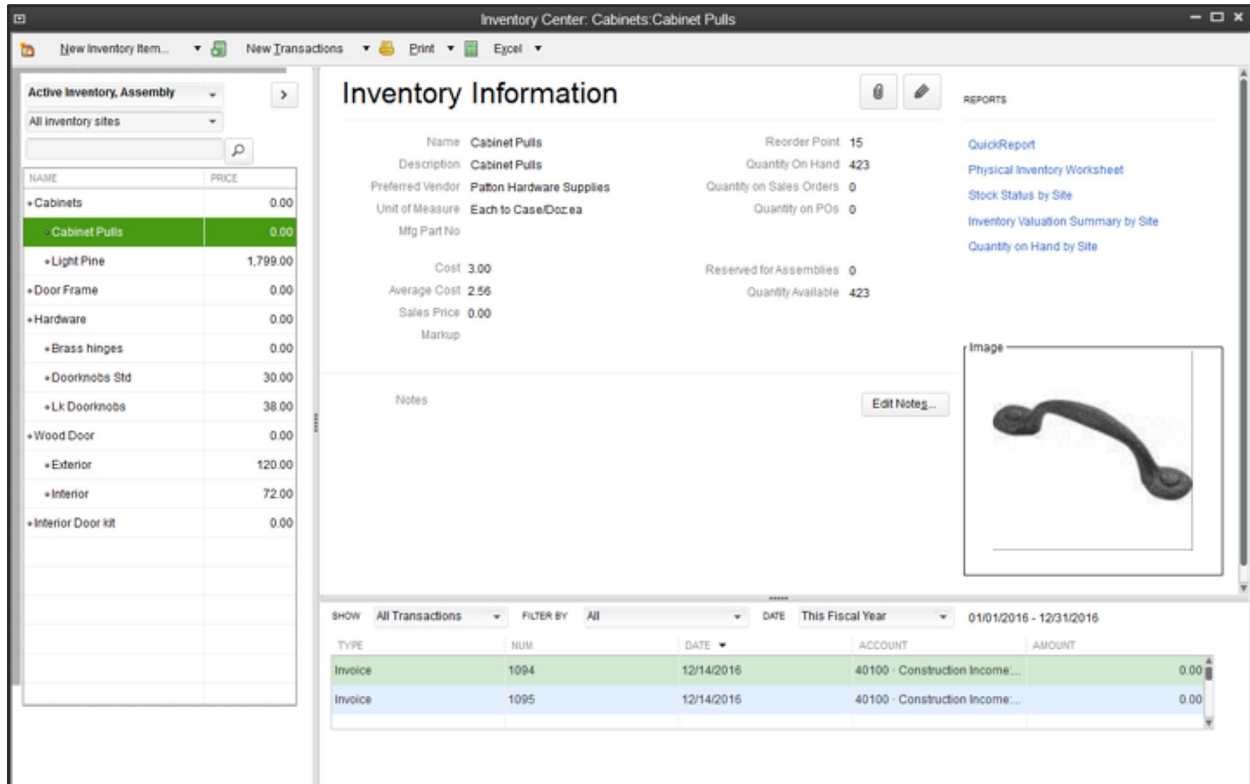
## Customizable Purchase Forms

Customize purchase forms to track the expense side of your business and get more detailed information on where your money is going, not only from where it's coming in.

# Sophisticated Inventory Capabilities

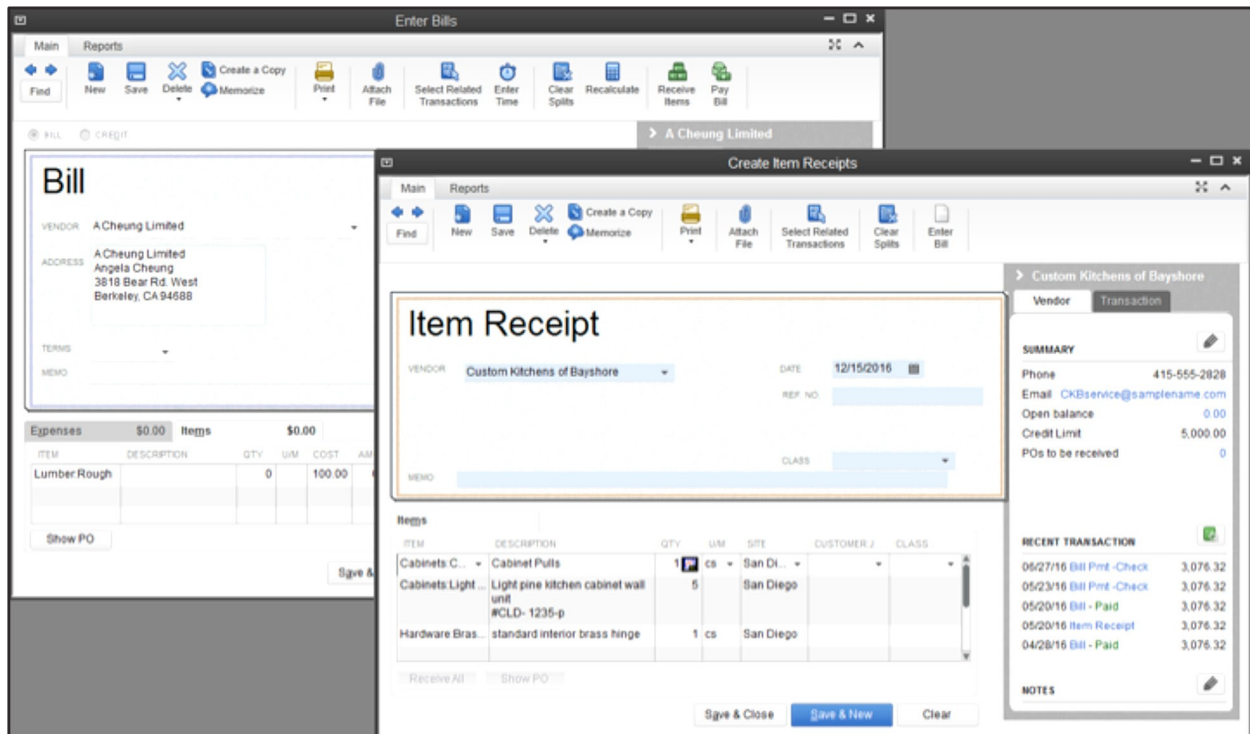
## Inventory Center

Easily find and locate inventory tasks by accessing your inventory items and reports all in one place with QuickBooks Inventory Center. Now add a notes field or image to each item for quick identification.



## Enhanced Inventory Receiving

Keep item receipts and bills separate when receiving new inventory. Maintain reliable inventory counts, regardless of the order in which transactions are entered.



## Change Assembly Components on the Fly

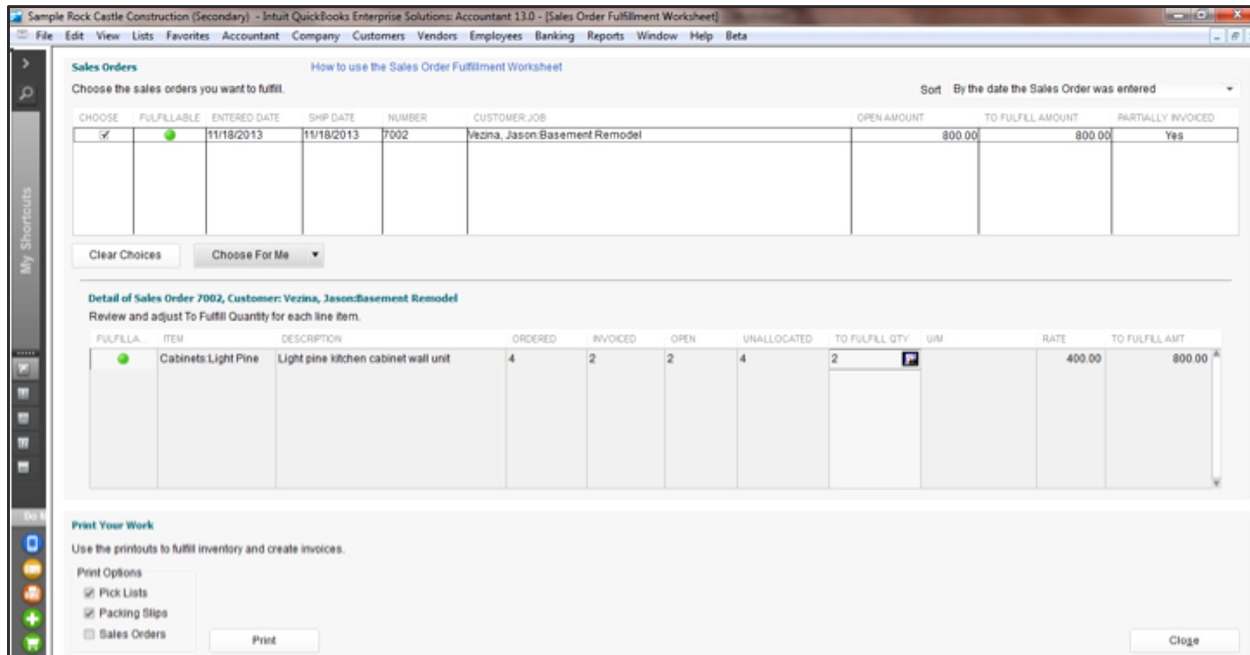
Change quantity and item components on the fly to make substitutions or accommodate special customer requests.

## Sales Order Fulfillment

Order fulfillment worksheet makes it easier for users to pick, pack, and ship open orders using accurate inventory information, eliminating manual trial and error and guesswork. By combining several steps of a complex workflow into a single screen, this feature enables users to see all open orders that are partially or completely fulfillable based upon existing inventory levels so they can quickly identify what orders

they can ship. They can filter which orders they see based upon their fulfillment preferences and they can sort orders by fulfillment status, order date. They can select which orders they want to fulfill and then batch print pick lists and packing slips. Users can maximize cash flow and decrease the probability of partially completed orders getting lost and creating customer unrest. Once shipments are received users can immediately see which orders can now be fulfilled as a result of the new inventory.





## Unit of Measure Conversion

You may buy the same item in one unit of measure, stock it in another, and sell it in yet another. Enterprise can automate the conversion from one unit of measure to another as the item moves through your business, helping you avoid costly mistakes. With a click, you can instantly convert from cases to pallets, or whatever units of measure you define. The correct units are then printed on invoices, purchase orders, sales orders, pick lists, and packing slips to help streamline your workflows and enable you to easily buy and sell products in precisely the way your vendors and customers prefer.

## Available to Promise

This feature enables users to manage items in inventory by displaying information on items on hand, items on order. Users can see on each line of a sales order how many items are on-hand (available to sell), committed (sold on other open sales orders), on a pending build (on an assembly), and on-order (on open purchase orders). By showing details the user can see when items are due in (promised date), due to be assembled (pending builds). With this information displayed in one place, users can more easily manage large orders, incomplete shipments / fulfillment, and rare / difficult to make or buy parts.

This feature can also enable a telesales force to sell items without having to know everything about what is going on in manufacturing or production. For items that are not currently available (out-of-stock), the user (or sales rep) will be able to give a reasonable promised fulfillment date.

Current Availability

Item Name Cabinets:Cabinet Pulls

Description Cabinet Pulls

U/M ea

Quantity Available

Quantity on Hand	423
Quantity on Sales Orders	0
Quantity Reserved for Assemblies	0
<b>Quantity Available</b>	<b>423</b>

Incoming

Quantity on Purchase Orders	0
Quantity on Pending Builds	---

Show Details >>
Close

## Bill of Materials Cost Tracking

Users can track consumed labor, and accurately plan labor based on production or assembly forecasts. Users can manage COGS (by including the cost of labor in the cost of assemblies), set prices to reflect true costs, and manage their flexible manufacturing resources (people and machines). This feature also allows the user to add Non-Inventory Parts and Other Charges types of items to the Bill of Materials' Assembly Item. By understanding how the cost of labor impacts the cost of goods sold, users can have a more accurate measurement of costs (COGS), increased capability for scheduling labor, and better understanding of profitability for produced, assembled, or manufactured items.

Item List

Look for
All fields
Search
Reset
 Search within results

- Subs
- Carpet
- Drywall
- Duct Work
- Electrical
- Insulating
- Metal Wrk
- Painting
- Plumbing
- Roofing
- Tile &Counter
- Cabinets
- Cabinet Pulls
- Light Pine
- Door Frame
- Hardware
- Brass hinges
- Doorknobs Std
- Lk Doorknobs
- Wood Door
- Exterior
- Interior
- Interior Door Kit
- Lumber
- Trim
- Decking
- Rough
- Appliance

Type Inventory Assembly Use for inventory items that you assemble from other inventory items and then sell.

Item Name/Number Interior Door kit  Subitem of

Unit of Measure UIM Set

I purchase this assembly item from

Cost 0.00 What is this cost?

Description complete interior door

Sales Price 0.00 Tag

Bill of Materials

ITEM	DESCRIPTION
Hardware D...	Standard Doorkn...
Wood Door L...	Interior wood door
Hardware Br...	standard interior...

Inventory Information

Asset Account 12100 - Inventory Asset

**Bill of Materials Full View**

ITEM	DESCRIPTION	TYPE	COST	QTY	UIM	TOTAL
Hardware:Doorkn...	Standard Doorknobs	Inv Part	15.00	1		15.00
Wood Door:interior	Interior wood door	Inv Part	35.00	1		35.00
Hardware:Brass h...	standard interior brass hinge	Inv Part	3.00	3		9.00
Door Frame	standard interior door frame	Inv Part	12.00	1		12.00

Total Bill of Materials Cost: 71.00

35

Have Questions? Call (800) 450-8469

## Backorder Functionality on Sales Orders and Invoices

Back order functionality makes it easier for users to understand if an order has been completely fulfilled or not so that they can better manage incomplete orders, sales orders and invoices. When an order cannot be completely fulfilled, the sales order automatically keeps track of how many items were fulfilled by earlier partial shipments. A Backordered column on the sales order indicates fulfilled and still open quantities and line items.

### Sales Order

Date: 12/15/2016

S.O. No.: 8801

Name / Address: Peacock Home Builders  
2214 51st Ave  
Middlefield, CA 94060

Ship To: Peacock Ho...  
Peacock Home Builders  
2214 51st Ave  
Middlefield, CA 94060

P.O. No.:

Terms: Net 30

Due Date: 01/14/2018

Rep: KR

Ship Date:

Ship Via:

FOB:

ITEM	DESCRIPTION	ORDERED	U/M	LOCATION	SHELF	BIN#	COST	AMOUNT	TAX	BACKORDERED	INVOICED	CLSD
CODR	Cordless Drill	30	ea	W	S01	15	254.95	7,648.50	Non	23	7	
	Installation, Initial Labor	20		orem			339.95	6,799.00	Non		20	✓
Freight	Freight Charged to Customers	1		orem			0.00	0.00	Non		1	✓
Grease	Grease per build	1	oz				-0.05	-0.05	Non	0	1	✓

ca (5.0%) 0.00

**Total: 14,447.45**

Customer Message:

MEMO: CUSTOMER TAX CODE:

Save & Close   Save & New   Revert

In addition, the user can create pick lists for the shop floor or packing lists for shipment directly from the sales order. Users can easily create all documentation necessary to support and complete partial shipments.

Main   Formatting   Reports

Print   Email   Email Later   Attach File   Create Invoice   Create Purchase Order

CUSTOMER\_JOB: Auleta, Frank

CLASS

TEMPLATE: Custom Sa...

### Sales Order

Date: 12/15/2013

S.O. No.: 7004

Name / Address: Frank J. Auleta  
92834 Chandler St  
Milbrae, CA 94030

Ship To: Ship To 1  
Robert Allard  
92834 Chandler St  
Milbrae, CA 94030

San Tomas (7.75%) 290.47

**Total: 4,03...**

Customer Message: Thank you for your business.

MEMO: CUSTOMER TAX CODE: Tax

Save & Close   Save & New   Revert

The Backordered column on Invoices reflects quantity shipped and quantity remaining open by line item, and by quantity.

**Invoice**

CUSTOMER\_JOB: Abercrombie, Kris CLASS: Remo... TEMPLATE: Rock Castle ...

DATE: 12/15/2013 INVOICE #: 1102

BILL TO: Kristy Abercrombie, 5647 Cypress Hill Rd, Bayshore CA 94326

SHIP TO: Ship To 1, Kristy Abercrombie, 5647 Cypress Hill Rd, Bayshore, CA 94326

TERMS: Net 30 DUE DATE: 01/14/2014

ITEM	DESCRIPTION	QUANTITY	U/M	RATE	AMOUNT	TAX
Framing	Framing labor	16		55.00	880.00	Non
Installation	Installation labor	12		35.00	420.00	Non
Removal	Removal labor	16		35.00	560.00	Non
Subs.Tile &Cou...	Install tile or counter			825.00	825.00	Non
Subs.Painting	Painting			154.00	154.00	Non
Subs.Electrical	Electrical work			275.00	275.00	Non

San Tomas (7.75%) 0.00  
**Total: 3,114.00**  
 PAYMENTS APPLIED: 0.00  
**BALANCE DUE: 3,114.00**

ONLINE PAY: Off  
 CUSTOMER TAG CODE: Tax

Buttons: Save & Close, Save & New, Clear

### Backorder Functionality on Purchase Orders

Partial shipments from vendors display in the Backordered column on the Purchase Order. Purchase orders show the amount back ordered, and purchase orders with both backordered and received amounts can be printed. Better backorder functionality enables users to see exactly what remains on an open purchase order from vendors. Purchase orders will indicate quantities required to fulfill outstanding sales orders (further detail below in the Available To Promise section).

**Purchase Order**

VENDOR: A Lanski Limited CLASS: Remo... DROP SHIP TO: Zaccar... TEMPLATE: Custom Pu...

Date: 12/15/2013 P.O. No.: 6237

Vendor: A Lanski Limited, Anna Lanski, 3818 Bear Rd. West, Berkeley, CA 94688

Ship To: Young-Kyu Yoo, 1967 Appleseed Lane, Bayshore CA 94326

ITEM	DESCRIPTION	Q	RATE	CUSTOMER	U/M	AMOUNT	BACKORDERED	RCVD	CLSD
Lumber...		35	100.00	Zaccarella, Jen...		3,500.00	15	20	

## Auto POs

Turn purchasing into a two-click operation without worrying about minimum or maximum stock levels. Specify inventory quantities to reorder, and QuickBooks will put those quantities directly into PO's—automatically.

ITEM	DESCRIPTION	VENDOR	REORDER PT	QTY AVAILAB.	QTY ON PO	QTY TO ORDER
<input type="checkbox"/>	Hook	Retainer Hook, Manual Strap	50	-27	2	76
<input type="checkbox"/>	Pedestal - DR	PowerTrak, Drive Pedestal	100	6	2	93
<input type="checkbox"/>	PowerTrak-4x2	PowerTrak, Tube Castings 4"x2"	100	10	0	91
<input type="checkbox"/>	Pulley Br	Pulley Bracket	100	-1	0	102
<input type="checkbox"/>	2000-PT	Reduced Labor from 2 to 1 (Qty)	10	2	0	9
<input checked="" type="checkbox"/>	Pin - BL	Anchor Pin, Black	100	-28	5	124
<input type="checkbox"/>	Roller -4	0034-210...	100	56	40	5
<input type="checkbox"/>	Screws: SC-10x.5-SS	Screw, 10x1/2 phil pan SS	100	-469	0	570
<input type="checkbox"/>	Anchor adhesive	Adhesive, Anchor	50	29	0	22
<input checked="" type="checkbox"/>	Drum - AL	Drum, 4", Aluminum	100	-348	10	439
<input type="checkbox"/>	Wirenuts -OR	Wire Nuts, Orange	100	45	25	31

## Multiple Sales Orders to a Single Invoice

Users can batch process sales orders into a single invoice, eliminating duplicate work. Users can see all of the sales orders for a specific customer and select any number of them to be combined into a single invoice. Users can select one or more items from each Sales Order to be included in the invoice.

## Auto Copy Ship-to Address from Sales Order to Purchase Order

Save time manually inputting addresses from your Sales Order to your Purchase Order with the new auto-copy ship-to address function. When creating your POs from your SOs, you can now check a box that will automatically copy the ship-to address from the SO to the PO. Better yet, QuickBooks Desktop Enterprise remembers your preferences, so once you check this box it will continue to be checked by default.

Batch Invoice

**Step 1 of 3: Select a billing group or choose customers and click Next.**

**Search**

Look for  in All fields

Search within results

**Search Results**

NAME	BALANCE TO...	TERMS
Abercrombie, Kristy	0.00	Net 30
Family Room	0.00	Net 30
Kitchen	0.00	Net 30
Remodel Bathroom	0.00	Net 30
Augustin, Marvin	0.00	Net 15
Home Remodel	0.00	Net 15
Auleta, Frank	14,510.00	Net 15
Remodel	14,510.00	Net 15
Beard, Lucy	0.00	Net 15
Remodel	0.00	Net 15
Behanu, Aaron	0.00	Net 30

**Billing Group**

November Jobs

[What is a billing group?](#)

Billing group: November Jobs

**CUSTOMERS IN THIS GROUP**

- Ortega, Tabilha
- Morris, Katherine
- Morearty, Brian
- Philip, Tim
- Augustin, Marvin

## Store Manufacturer's Part Numbers on Items

Users can store manufacturer part numbers (MPN) on items. MPN enables users to enter manufacturers'

part numbers as part of the main item definition, which makes it easier to cross-reference their inventory with vendors' & manufacturers' parts. Using the same parts numbers to identify inventory items enables more accurate communication, ordering and precise inventory tracking.

<b>TYPE</b> Inventory Part Use for goods you purchase, track as inventory, and resell.		<input type="button" value="OK"/> <input type="button" value="Cancel"/> <input type="button" value="Notes"/> <input type="button" value="Custom Fields"/> <input type="button" value="Spelling"/> <input type="button" value="Edit Markup..."/>												
Item Name/Number Door Frame	<input type="checkbox"/> Subitem of	Manufacturer's Part Number 3434-xxef-9456												
<b>UNIT OF MEASURE</b> U/M Set		<input type="button" value="Edit..."/>												
<b>PURCHASE INFORMATION</b> Description on Purchase Transactions standard interior door frame Cost: 12.00 COGS Account: 50100 - Cost of Goods... Preferred Vendor: Peacock, Karen		<b>SALES INFORMATION</b> Description on Sales Transactions standard interior door frame Sales Price: 0.00 Markup: -100.0% Tax Code: Tax Income Account: 40100 - Construction L...												
<input type="checkbox"/> Item is inactive														
<b>INVENTORY INFORMATION</b> <table border="1"> <thead> <tr> <th>Asset Account</th> <th>Reorder Point</th> <th>On Hand</th> <th>Average Cost</th> <th>On P.O.</th> <th>On Sales Order</th> </tr> </thead> <tbody> <tr> <td>12100 - Inventory Asset</td> <td></td> <td>21</td> <td>12.00</td> <td>0</td> <td>0</td> </tr> </tbody> </table>			Asset Account	Reorder Point	On Hand	Average Cost	On P.O.	On Sales Order	12100 - Inventory Asset		21	12.00	0	0
Asset Account	Reorder Point	On Hand	Average Cost	On P.O.	On Sales Order									
12100 - Inventory Asset		21	12.00	0	0									

## Cost Management and Sales Management

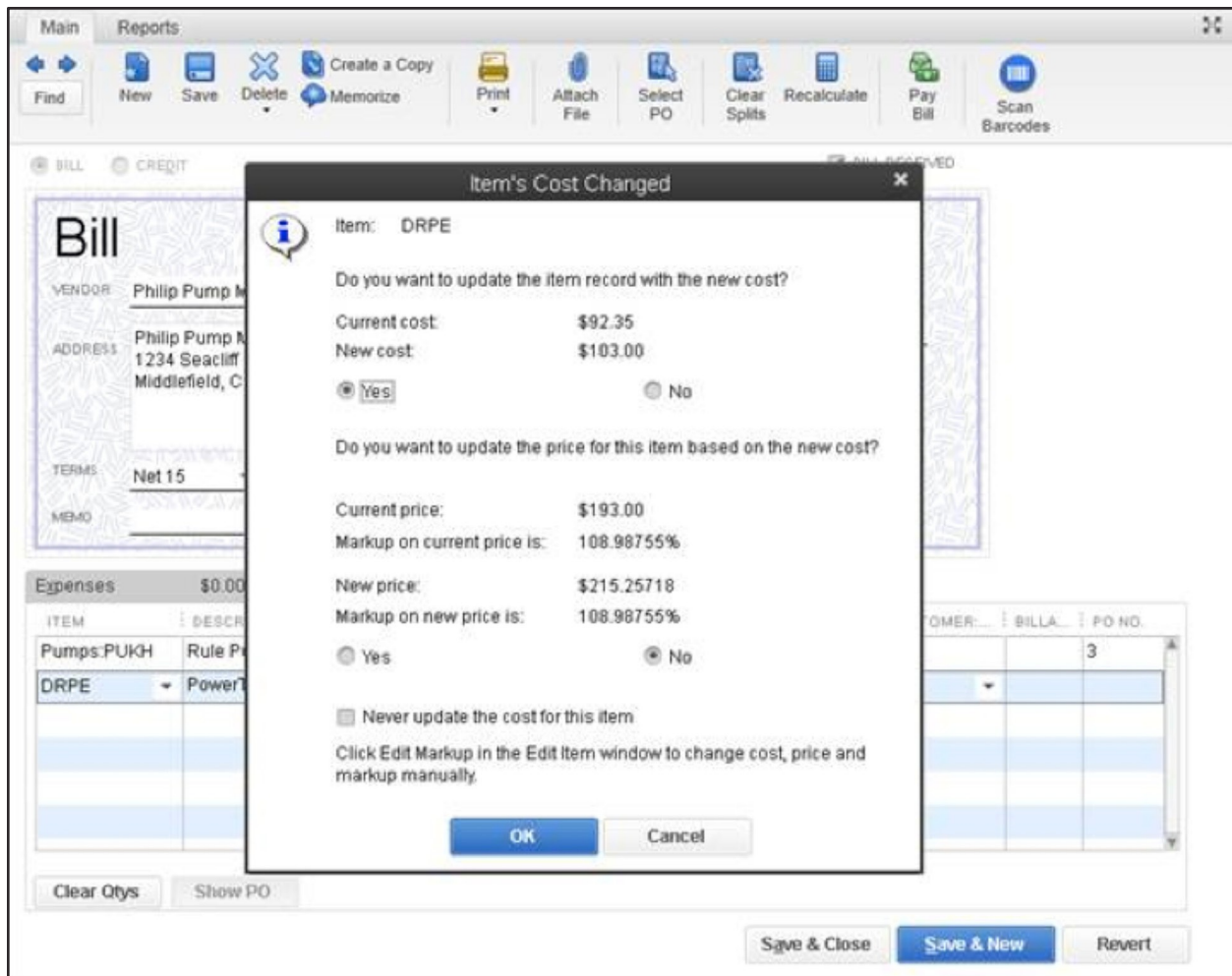
Users have the option to accurately update the cost of an inventory or service item when creating a new purchase transaction. The ability to change item costs directly from forms saves time by eliminating the need to open each item record and manually update the cost. This feature provides enhanced flexibility in managing item costs, and should help with profitability analysis and pricing decisions. For instance, you can base Change Item Prices on Unit Cost.

This feature enables users to manage cost increases/decreases in items more accurately. When the cost of an item changes, users can choose to update the item cost in the item record. If the item is

a component in an assembly, the Bill of Materials average cost will also change when the assembly is built. Users can see the impact of cost increases (and decreases) on the profitability (and potential selling price) of purchased items and assembled goods.

The one time message displays when a user modifies the default item cost on any of the following forms: checks, credit card charges, bills, purchase orders, and item receipts. For example, the user changed the cost of "DRPE" on the bill. The user can choose "Yes" to automatically update the item cost record with the new cost.

When the user chooses not to see the message any longer, whatever he elects to do at that time will become the default behavior. So, if the user chooses to update the item's cost, from that time forward, whenever he modifies a cost on a form, the item's cost will be updated in the item record. If the user chooses not to, the item's cost will not be updated in the future. The user's decision can be reversed by selecting the "bring back all one time messages" option in the general preferences dialog.



## Multiple Shipping Addresses per Customer

This feature simplifies customer shipping address management by making it easier to find and use the correct customer shipping address when creating a Sales Order, Estimate, Purchase Order, Invoice, Sales Receipt, and Credit Memo. Users can store an unlimited number of shipping addresses per customer. Addresses are selectable from a dropdown list where shipping addresses are entered.



CUSTOMER NAME **Auleta, Frank**

CURRENT BALANCE **14,510.00** [How do I adjust the current balance?](#)

**Address Info**

COMPANY NAME **Auleta's Garage**

FULL NAME **Mr.** **Frank** **J.** **Auleta**

JOB TITLE

Main Phone **650-555-3422** Main Email **f\_auleta@samplename.com**

Alt. Phone **650-555-8349** CC Email

Mobile Website

Fax **650-555-9804** Other 1

**ADDRESS DETAILS**

INVOICE/BILL TO

Frank J. Auleta  
92834 Chandler St.  
Millbrae, CA 94030

SHIP TO **Ship To 1**

< Add New >

Rober  
92834  
Millbrae

Dyllan Janes

Kim Dyson

Defa

Ship To 1

Customer is inactive

OK Cancel Help

## Large Bill of Materials Management – View, Print, Report

Users can create, edit, view, and print large Bills of Materials (BOM), making it easier to track inventories comprised of parts, assemblies, and sub-assemblies. An expanded onscreen view lists consumed parts to indicate all pieces of a BOM, and indicates sub-assemblies (consumed BOMs). Users can set the Sales Price by seeing each item cost and the total cost of the Bill of Materials.

# Advanced Inventory<sup>1</sup>

## Multi-Location Inventory

Accurately track the quantity and value of inventory in multiple locations right within QuickBooks using QuickBooks Enterprise Advanced Inventory.

**Know the value and quantity of inventory in multiple locations.** For each location, you can see how many items are on hand, on sales order, on purchase order, and your reorder point... and QuickBooks will automatically calculate which items you need to restock.

**Transfer inventory from one location to another.** If one location is running low on inventory, you can transfer stock from another warehouse to meet demand without delay.

**Flexibility to set up various types of locations.** In addition to tracking inventory in multiple warehouses, you can track it in different staging areas within a single warehouse, on service trucks, and on consignment. You can even track imported goods 'on the water.'

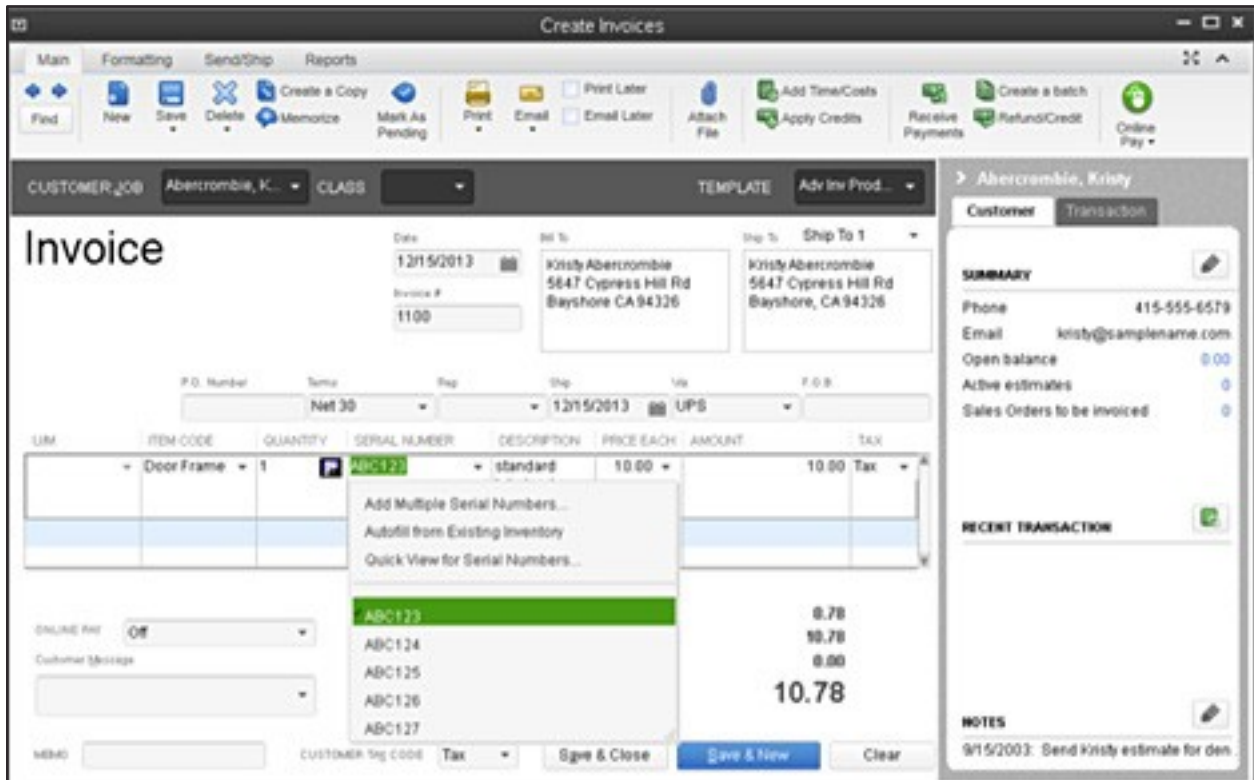
11:22 AM 12/15/16		Advanced Inventory File Quantity on Hand by Site December 1 - 15, 2016					
Inventory	Distribution Center	Atlanta Warehouse	San Jose Warehouse	Service Truck #1	In transit	TOTAL	
All spring (Anchor Spring)	642	300	554	4	300	1,800	
Anchor-12x1 (Anchor, 12x1 RedCap)	438	200	121	26	0	785	
Anchor adhesive (Adhesive, Anchor)	8	10	11	2	15	46	
Base - BL (Anchor Base, Black)	20	10	6	1	0	37	
Connectors - UR (UR- Connectors)	124	200	101	0	22	447	
Cord - 12G (Electrical Cord, 12 Gauge)	4	10	6	0	0	20	
Drill (0034-121 Cordless Drill)	4	2	2	0	0	8	
Drum - AL (Drum, 4", Aluminum)	164	400	121	3	0	688	
Edge - CL (Leading Edge, Clear)	230	100	51	0	0	381	
Grommet 4 (Grommet, #4 Brass)	699	300	101	0	0	1,100	
Hex tool (T Style Hex Tool)	31	23	11	0	4	69	
Hook (Retainer Hook, Manual Strap)	21	12	10	0	0	43	
Hook - SH (Snap Hook, Manual Strap)	48	54	16	0	10	128	
J Box (Box, 1/2"x4 Single J Box)	8	12	4	0	2	26	
Motor, deckmount (Inf Deckmount, R1/2 Baldor Motor)	8	4	8	0	0	20	
Pedestal - CTR (PED-09-3487 Center Pedestal)	-1	1	2	1	0	3	
Pedestal - DR (PowerTrak, Drive Pedestal)	0	3	2	1	0	6	
Pin - BL (Anchor Pin, Black)	9	12	15	0	0	36	
Pool Covers							
Cover -AQ (Pool Cover, Aqua)	1	1	1	1	0	4	
Cover -DB (Pool Cover - Dark Blue)	3	3	2	0	0	8	
Cover -FG (Pool Cover, Forest Green)	3	0	3	0	0	6	
Cover -LB (Pool Cover, Light Blue)	6	14	1	0	0	21	
Pool Covers - Other	-3	1	2	0	0	0	
Total Pool Covers	10	19	9	1	0	39	

## Serial Number or Lot Tracking

Conveniently track serial numbers and lot numbers right inside QuickBooks.

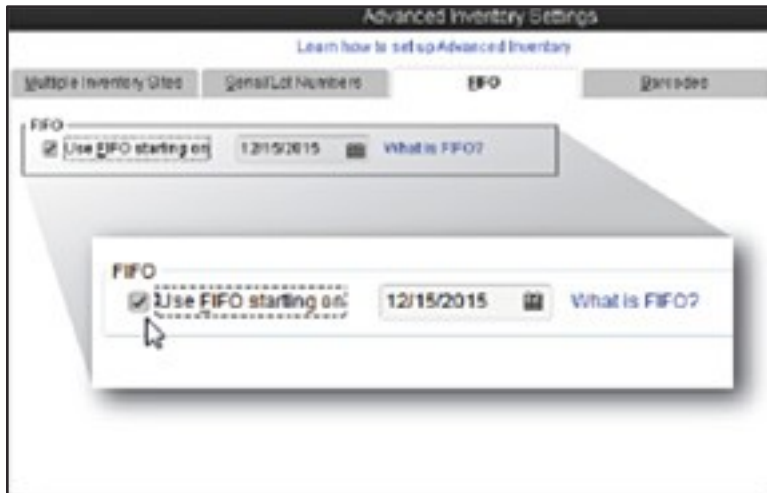
- Enter serial numbers and lots at the time of purchase, transfer, or sale — this means no extra data entry is required for reliable tracking.
- You can track defective lots through assemblies and subassemblies, in stock on shelves, and customer purchases with new reports.

<sup>1</sup> Advanced Inventory is included in the Platinum subscription. Requires QuickBooks Desktop Enterprise with an active QuickBooks Desktop Enterprise subscription and an Internet connection. You'll automatically receive any new versions of our product that are released, when and if available, along with updates to your current version.



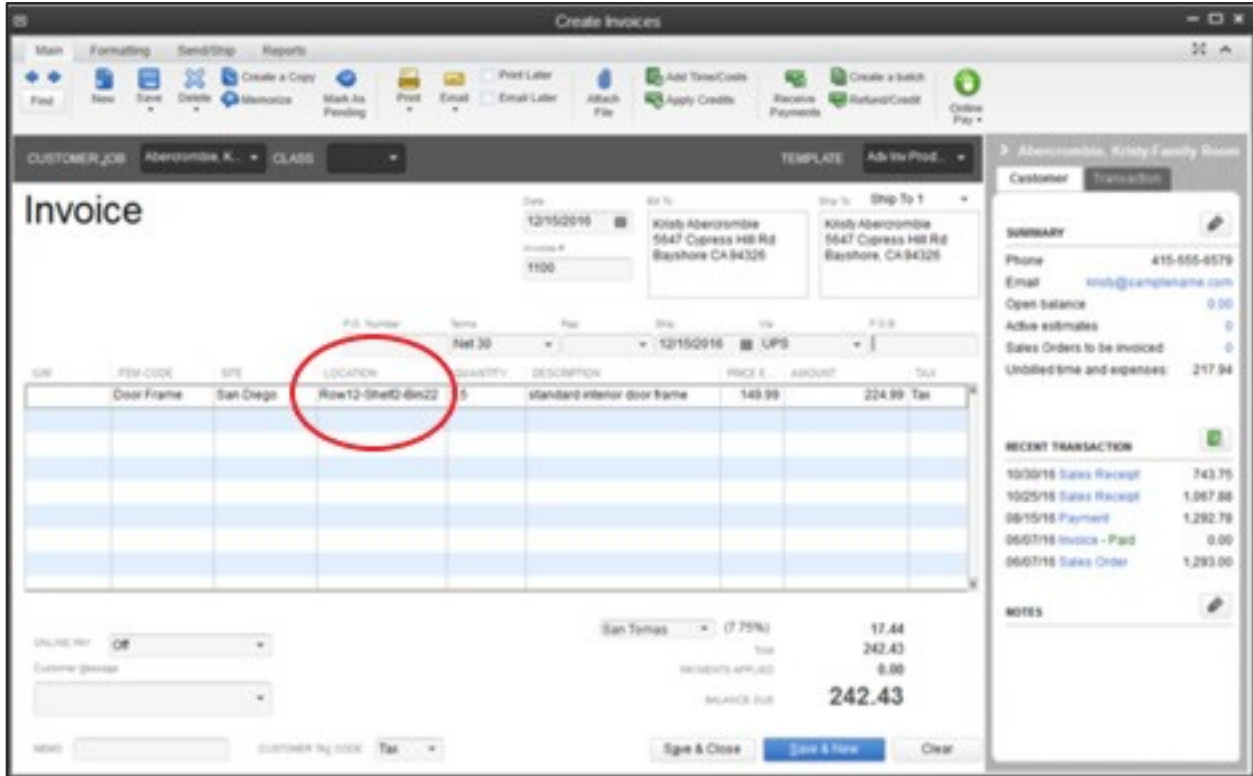
## FIFO Inventory Costing

Now you have the flexibility to work in FIFO costing in addition to average costing for tracking inventory. Switch between costing methods at any time.<sup>1</sup>



## Bin Location Tracking

Track specific inventory items down to the bin location level within one or more warehouses. When filling out forms, automatically see quantities and serial or lot numbers for each bin. Sort pick lists and item receipts by location for efficient picking and stocking.



## Barcode Scanning

Increase efficiency and reliability for all inventory data entry by scanning items and serial numbers without touching a keyboard – QuickBooks automatically puts the information into the right field. Create your own barcodes and print them to scan or export for your barcode label maker. Integrates with any simple USB barcode scanner (sold separately).



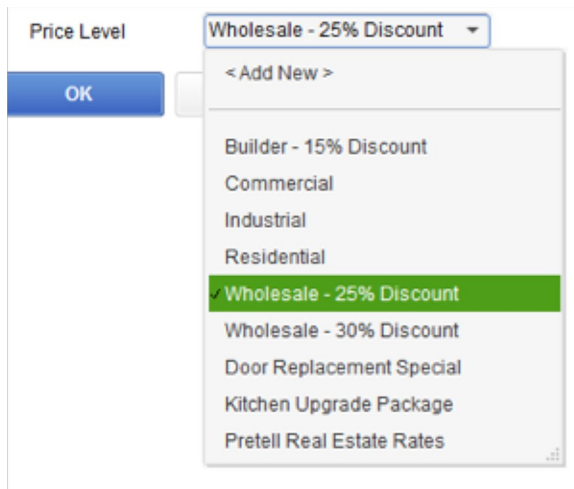
# Sophisticated Pricing Capabilities

## Advanced Pricing Controls

Users can set up to 100 different prices for different groups of customers to reflect pricing for corporate, loyal, and high-volume, purchasers. For example, a 10% price discount could be created for “loyal customers.” When the “loyal customers” price level is attached to a customer, pricing is automatically reduced by 10%.

### Pricing – Print Price Lists

Users can easily discover, select, and print price lists from the Reports menu.



### Sales Price Rounding Options for Items

Users have the flexibility to set and manage prices. Change Item Prices includes advanced pricing and rounding models by enabling users to choose from a variety of default and customizable rounding options based on Current Price and/or Unit Cost. For instance, a default option rounds up to the nearest 1.00 minus .01.

Users can use the default rounding options or create a user defined rounding scheme for a Per Item Price Level. This Retail (homeowner) Price Level rounds the Custom Price up to the nearest .10 and subtracts .01. This makes all prices end in .X9.

Price Level Name   Price Level is inactive

Price Level Type  Use this type of price level to apply a fixed percentage increase or decrease to all your standard sales prices when setting up prices for different customers or jobs.

This price level will  item prices by

Round up to nearest

[How do I print a report?](#)

Alternatively, users can create their own rounding scheme to match their needs.

Price Level Name   Price Level is inactive

Price Level Type  Use this type of price level to apply a fixed percentage increase or decrease to all your standard sales prices when setting up prices for different customers or jobs.

This price level will  item prices by

Rounding

\$   Plus  Minus \$

[How do I print a report?](#)

## Automatic Price Adjustments

Set a default percentage or dollar amount markup for your items. When costs change, choose to increase sales prices by your markup amount, or have QuickBooks automatically make the changes for you.

The screenshot displays the 'Inventory Center: Cabinets: Light Pine' window. On the left, a table lists inventory items with their names and prices. The 'Light Pine' item is highlighted with a price of 1,799.00. The main area shows 'Inventory Information' for 'Light Pine', including fields for Name, Reorder Point, Description, Quantity On Hand, Preferred Vendor, and Unit of Measure. A 'REPORTS' section on the right offers links for 'QuickReport', 'Physical Inventory Worksheet', and 'Stock Status'. An 'Edit Item' dialog box is open, showing the 'TYPE' as 'Inventory Part' and a description. Below it, the 'Edit Markup' dialog box is active, displaying the 'Type of Markup' as 'Use default ("Percent over Cost")'. A table within this dialog shows the current 'Cost' (1,500.00), 'Sales Price' (1,799.00), and 'Markup Percent' (19.93333%). It also includes options for 'If item cost changes on a purchase' and 'When item cost changes', both set to 'Use default ("Always ask about updating item co...')'. The 'Edit Markup' dialog also contains 'OK' and 'Cancel' buttons.

NAME	PRICE
• Cabinets	0.00
• Cabinet Pulls	0.00
• Light Pine	1,799.00
• Door Frame	0.00
• Hardware	0.00
• Brass hinges	0.00
• Doorknobs Std	30.00
• Lk Doorknobs	38.00
• Wood Door	0.00
• Exterior	120.00
• Interior	72.00
• Interior Door kit	0.00

Cost	Sales Price	Markup Percent
1,500.00	1,799.00	19.93333%

## Advanced Pricing<sup>1</sup>

Take charge of your pricing and make it work for you—and for your bottom line. Easily change, customize and automate your pricing with Advanced Pricing (included in the platinum subscription).

### Create Thousands of Price Rules

Set sophisticated price rules based on any combination of customers, items, vendors, classes, custom fields and more. For example:

- Create quantity discounts
- Pass on a one-month manufacturer markdown
- Charge different prices by class (i.e. location)
- Create an upcoming promotion using a future start date
- Offer seasonal discounts with expiration dates to apply on top of your regular wholesale discount



QTY FROM	U/M	COST	SALES PRICE	DISCOUNT %	NEW PRICE	MARKUP %	MARGIN %
20	ea	850.00	2,999.77	20.0%	2,399.82	182.33176%	64.58%
10	ea	850.00	2,999.77	10.0%	2,699.79	217.62235%	68.52%
5	ea	850.00	2,999.77	5.0%	2,849.78	235.26824%	70.17%

### Manage Price Rules with Great Flexibility

Apply multiple price rules at once or mark rules as exclusive; change which price rules apply at transaction time.

<sup>1</sup> Advanced Pricing is included in the Platinum subscription. Requires QuickBooks Desktop Enterprise with an active QuickBooks Desktop Enterprise subscription and an Internet connection. You'll automatically receive any new versions of our product that are released, when and if available, along with updates to your current version.



PRICE RULE NAME

 Price Rule is inactive

DESCRIPTION

**1** WHEN THESE CONDITIONS ARE MET...

**NOTE:** If no conditions are added, the rule applies to all customers, items, classes and sales reps.

Customers

Customer Name

Multiple (8)

Items  
 Customers  
 Class  
 Sales Reps

**2** AND THE DATE RANGE IS: FROM \*  TO  \* From date is required

**3** SET THE PRICE TO BE:  percent lower THAN THE

**OPTIONS**

53 Custom Prices

**Exclusive Rule** (Do not combine this rule with any other rules.)

# Access QuickBooks Anyway, Anywhere, Anytime

## Key Features & Benefits

### Host QuickBooks in the Cloud

With QuickBooks Enterprise Hosting service, you can run your business from the cloud, allowing you to boost collaboration and provide up-to-date information for everyone, anywhere, anytime.<sup>1</sup> Best of all, it requires no installation or maintenance, training, new equipment, IT capital investment, or even a long-term commitment.<sup>2</sup> You can get up and running in 10 minutes or less.<sup>3</sup>

### Remote Desktop Services

Companies with multiple locations can unify remote locations and workers for real-time access to all data within QuickBooks Desktop Enterprise. Enterprise offers the ability to connect multiple business locations and remote workers through the third-party technology called Remote Desktop Services (formerly Windows Terminal Services).<sup>4</sup>

Remote Desktop Services (RDS) is a technology offered by Microsoft Windows Server 2008 R2 that allows multiple users to access applications, data or virtual desktops located on a central server. This technology was formerly known as “Terminal Services” in Windows Server 2003 and is now one part of a greater set of virtualization technologies offered by RDS.

Intuit has taken advantage of RDS to make it easier for businesses to extend QuickBooks Desktop Enterprise to multiple users. With RDS, administrators only need to install Enterprise once in order to make it available for use by multiple users on multiple machines. Up to 30 users, depending on the number of Enterprise licenses purchased, can work with a company data file at the same time, without conflicts or delays.

A user interacts with Enterprise via RDS the same way as if it were installed locally. Client software on the user's personal computer, called Remote Desktop Connection, allows the user to log in to the server to establish a session. Enterprise can then be accessed through a web page, icon or an access point within the Start Menu on the user's PC and used remotely. The user's computer displays images of the application from the server and sends back keystrokes and mouse selections to the server where they are processed. Users experience much higher performance levels because they are utilizing the server's scalable processing capabilities.

Enterprise technical support engineers can provide limited Remote Desktop Services support related to the Enterprise product. For more information about using Remote Desktop Services with Enterprise, please read our white paper: [Maximizing the Value and Performance of QuickBooks Enterprise with Remote Desktop Services](#).

1 Internet Explorer 7, Firefox 3 for Windows or Mac, Safari 4 for Mac, Safari 5 for Windows, Chrome 3 or later for Windows or Chrome 4 or later for Mac. Internet connection required. Access is subject to Internet provider network availability and occasional downtime due to systems and server maintenance and events beyond our control. Subject to change without notice.

2 QuickBooks Enterprise software sold separately; a valid QuickBooks Enterprise license code must be provided to Right Networks. No down payment or contract required.

3 If you're a QuickBooks Pro or Premier customer upgrading to QuickBooks Enterprise with Hosting. Based on internal data on 2/22/13 using recommended system requirements.

4 Additional fees may apply. Requires certain hardware, Microsoft Server operating systems, Microsoft Windows Server software licenses, and Remote Desktop Services Server Client Access Licenses, sold separately. For multiple remote users, a Remote Desktop Services Client Access License is required for each user.

# More Productivity Tools

Key Features & Benefits

## Document Center

Scan and attach receipts, estimates and other important business documents to your QuickBooks records with drag and drop ease. Store files locally on your hard drive.

## Lead Center

Create and manage your business leads, and easily import and track existing leads. When a lead becomes a customer, move all the lead information to the Customer Center with a single click.

## Collections Center

Quickly identify overdue and almost due invoices, and email all collection notices from your Outlook, Yahoo, Gmail or Hotmail<sup>1</sup> account in a few steps.

The screenshot displays the 'Collections Center' window with two tabs: 'Overdue' and 'Almost Due'. The 'Overdue' tab is active, showing a table of 'Customers with Overdue Invoices'. The table has columns for Customer Name, Balance, Days Overdue, Contact, and Notes. One customer, 'Hendro Riyadi:Remodel Kitchen', is highlighted with a balance of 4,223.00 and 27 days overdue. Below this, an expanded view shows 'Invoice #1077' with a balance of 4,223.00 and 27 days overdue.

Below the table is a 'Collections Report' window for 'Rock Castle Construction' as of December 16, 2013. The report shows a summary of transactions for 'Hendro Riyadi Remodel Kitchen'.

Type	Date	Num	P. O. #	Terms	Due Date	Class	Aging	Open Balance
Invoice	11/18/2013	1077			11/18/2013	Remodel	27	4,223.00
Total Remodel Kitchen								4,223.00
Total Hendro Riyadi								4,223.00
TOTAL								4,223.00

## Calendar View

View timely information, including invoice and billing dates and other scheduled tasks, all in one place. Improved To-Do List captures relevant dates and displays them in the Calendar View. Past due transactions are automatically flagged.

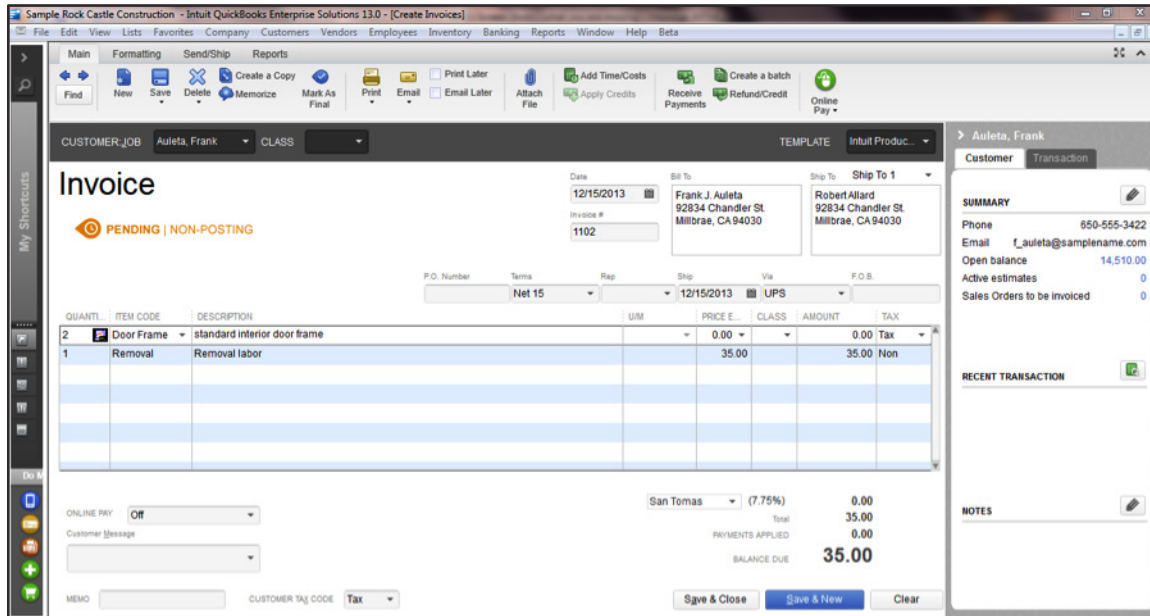
## Memorized Transactions

Automate recurring transactions like weekly and monthly bills and invoices. Easily select which transactions to run and which to postpone. Includes bi-monthly option.

<sup>1</sup> Works with Outlook 2003, 2007, and 2010; Yahoo and Gmail require internet connection

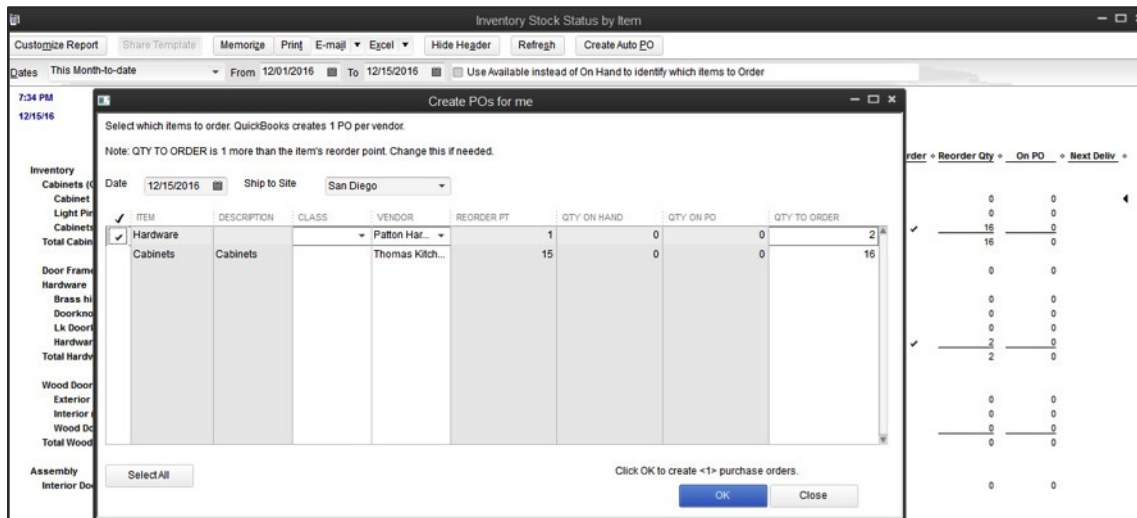
## Faster Form Completion

Find items in your sales forms based on item detail, including custom fields, directly from your sales order, invoice, or sales receipt. With the click of a button, populate the selected items into the form you're working on.



## Default Classes

Save time and help improve accuracy by assigning default classes to items, accounts or names. When filling out transactions, QuickBooks automatically assigns the default class – you can change it at any time.



## Batch Invoicing

Create a template and invoice many customers at once with Batch Invoicing. Instead of creating individual invoices for many customers on the same service, you can create the invoice once, and pick the customers you want to invoice; Batch Invoicing will automatically create the full set of invoices for you.

**Step 1 of 3: Select a billing group or choose customers and click Next.**

Search: Look for  in All fields    Search within results

**Search Results**

NAME	BALANCE TO...	TERMS
Abercrombie, Kristy	0.00	Net 30
Family Room	0.00	Net 30
Kitchen	0.00	Net 30
Remodel Bathroom	0.00	Net 30
<b>Augustin, Marvin</b>	<b>0.00</b>	<b>Net 15</b>
Home Remodel	0.00	Net 15
Auleta, Frank	14,510.00	Net 15
Remodel	14,510.00	Net 15
Beard, Lucy	0.00	Net 15
Remodel	0.00	Net 15
Behanu, Aaron	0.00	Net 30

**Billing Group**: November Jobs  [What is a billing group?](#)

Billing group: November Jobs

**CUSTOMERS IN THIS GROUP**

- Ortega, Tabitha**
- Morris, Katherine
- Morearty, Brian
- Philip, Tim
- Augustin, Marvin

## Batched Invoices for Time and Expenses

Invoice multiple customers for time and expenses in one batch. Create a single invoice for customers who share regularly scheduled expenses and QuickBooks will process them, no additional reentry needed.

Select the **Date Range and Template**. Then select **Customer:Jobs** to invoice. Click **Create Invoice** or **Next Step**.

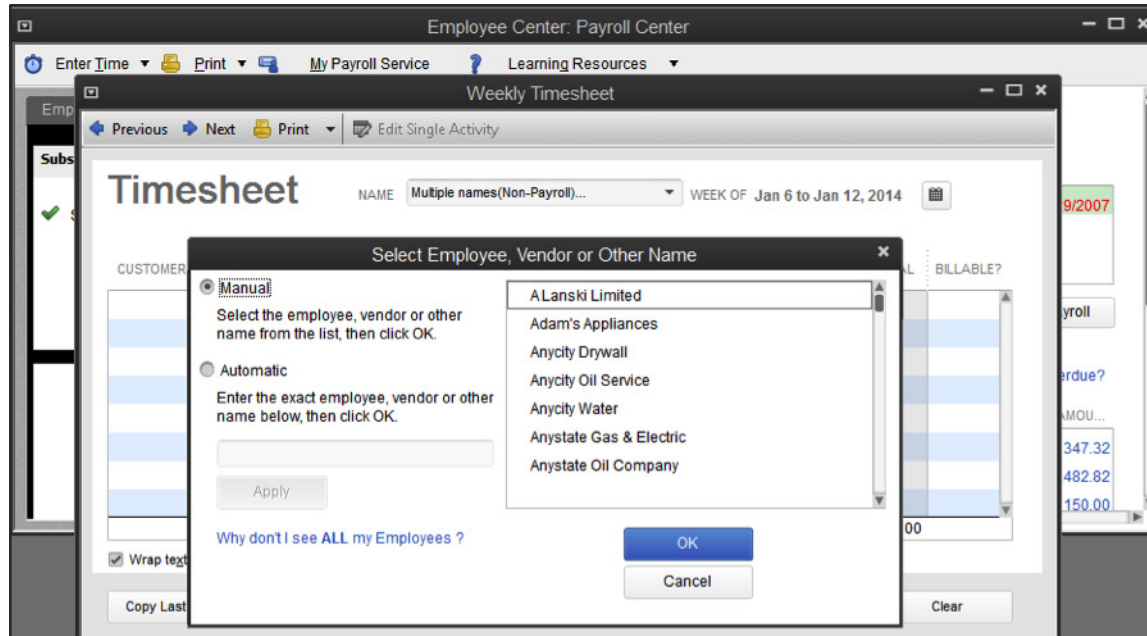
Date Range From  To  Template Time & Expense Invoice

✓	CUSTOMER:JOB	TIME	EXPENSES	ITEMS	TOTAL
✓	Bayshore Gallery	650.00	78.47	0.00	728.47
	Bowden Imaging Systems:Project #03	570.00	0.00	0.00	570.00
	Karen Peacock & Partners	900.00	0.00	0.00	900.00
	Wesselman Optometry	110.00	0.00	68.26	178.26

Let me select specific billables for this Customer:Job

## Batched Time Sheets

Process multiple vendor and employee time sheets in one batch. Create a single time sheet for employees and vendors who share the same work hours, and QuickBooks will process them all with no additional reentry required.



## Batch Entry, Reclassify and Delete

Mis-classify a large number of transactions under the wrong department, or mistakenly import the same transactions more than once? Get back your time by entering, reclassifying and deleting transactions in bulk. Also, write off invoices more easily than ever before, and manage your lists more actively with our review list changes function, which allows you to see what has been added, changed and deleted in the Chart of Accounts, Items, Fixed Assets and Payroll Items lists.

## Work in Two Company Files at One Time

Save time spent switching between QuickBooks files when you work in two instances of QuickBooks Desktop Enterprise at the same time.<sup>1</sup>

**Rapidly Add or Edit Multiple List Entries from One Spreadsheet View** Save time by entering and editing your customers, vendors, item, or account information in bulk. You can even copy and paste data from other spreadsheets.

## Additional Integrated QuickBooks Services

We know that Enterprise can't meet every unique need of every business, so we provide the ability to add what you need. That's why Enterprise easily integrates with a wide array of tested and proven third-party software applications that enable you to meet almost any business or accounting need, such as customer relationship management. You can tap into our network of over 100 software developers in the QuickBooks Developer Network to help you build a custom solution that integrates with Enterprise.

<sup>1</sup> Some functionality may be limited when running two instances. See [www.qbes.com/sysreq](http://www.qbes.com/sysreq) for more information.

# Enterprise Solutions Benefits

## Key Features & Benefits

### Get Peace of Mind with the Enterprise Solutions Benefits

Included in your QuickBooks Desktop Enterprise Subscription are free upgrades, enhanced customer support, and other exclusive benefits.<sup>1</sup>

**Latest Product Upgrades:** We are constantly researching customer needs and responding with new features, improvements in ease of use, and fixes to current features. You don't need to do anything to receive these upgrades. As long as you're a subscription member, we automatically send you every and any new software version when and if it is released.

**Unlimited customer support by specialized teams.** Because problems come in all shapes and sizes, our support team has established a network of specialized teams to help resolve your specific problems quickly and efficiently.

- **U.S.-Based Product Experts.** Get exclusive access to a US-based team of experts with deep QuickBooks product knowledge. This unique team can help you use QuickBooks Desktop Enterprise more effectively within your business.
- **Technical Support.** Get unlimited access to our team of support experts dedicated to QuickBooks Desktop Enterprise. These support experts are thoroughly trained in Enterprise.
- **Training Tools.** To help you and your employees learn how to use QuickBooks Enterprise, complimentary access to Mastering Intuit QuickBooks Desktop Enterprise, an interactive training program, is provided.
- **Online Support.** Search our continuously updated [knowledge base](#) to get the most up-to-date information available, any time you like.

<sup>1</sup> The QuickBooks Desktop Enterprise subscription is good for 12 months from QuickBooks Enterprise purchase date subscription renewal date. You have the option to add Intuit Data Protect for free as an active subscriber to QuickBooks Enterprise. Service begins as of the date activated and continues through to the expiration date of your QuickBooks Enterprise subscription. Online Backup Service requires Internet access and an active QuickBooks Enterprise subscription. Entire PC is limited to 100GB total storage, which includes all 45 days which you have stored. In some cases data damage may be too extensive and the data file may be non-recoverable. QuickBooks support is available 24 hours a day, seven days a week; the U.S.-based QuickBooks Enterprise support team is available weekdays from 4:00 a.m.-7:00 p.m. Pacific Standard time. Support hours exclude occasional downtime due to system and server maintenance, company events, observed U.S. holidays and events beyond our control. Intuit reserves the right to limit each telephone contact to one hour and to one incident. Active QuickBooks Enterprise subscription members receive new versions of our products when and if released within 12 months of QuickBooks Enterprise purchase date or subscription renewal date. Online access to training is included with each QuickBooks Enterprise subscription. Terms, conditions, pricing, features, service and support options are subject to change without notice. See terms and conditions at [qbes.com/terms](#).

# INDUSTRY-SPECIFIC EDITIONS

QuickBooks Desktop Enterprise is available in industry-specific editions with specialized reports and workflows designed for manufacturers, wholesalers, retailers, contractors, professional services firms, nonprofits, and accountants.

## Contractor

Industry-Specific Editions

QuickBooks Enterprise Contractor has the same core features included with the standard edition of Enterprise, plus specialized workflows, reports, chart of accounts and expert tips to better serve contractors. It's made to meet the needs of:

- Construction
- Carpenters
- Electricians
- Painters
- Plumbers
- Remodeling

Specialized features include:

### The Job Costing Center

A single screen summarizes key information on all jobs.

### Advanced Job Costing Tools

Users can see which jobs are making money and which are not.

### Change Order Functionality

Accurate and complete estimates including Change Orders help to eliminate surprises for your clients and their customers. Users will be able to track and highlight changes to existing estimates, showing all change orders and the resulting cost impact, every time.

### Flexible Billing Rates

Flexible billing rates allow users to assign different rates to different employees so they'll always have an accurate assessment of their total job's cost.

### 18 Additional Reports for Contractors

Track your job costs automatically as you pay bills, employees and subcontractors. Enterprise lets you see how you're doing at every phase of the job with 18 additional reports that help contractors make more money from jobs. Reports include:

- Job Status
- Job Costs by Vendor
- Job Costs by Job
- Cost-to-Complete



- Unpaid Bills by Job
- Unpaid Job Bills by Vendor
- Expenses Not Assigned to Jobs
- Billed/Unbilled Hours by Person & Job
- Open Purchase Orders by Vendor

## Contractor Chart of Accounts

You may not have the time or accounting expertise to set up your chart of accounts to reflect your specific business. The Contractor edition of Enterprise provides you with a preset chart of accounts that have been developed by industry accounting professionals.

# Manufacturing & Wholesale

Industry-Specific Editions

QuickBooks Enterprise Manufacturing & Wholesale has the same core features included with the standard edition of Enterprise, plus specialized workflows, reports, chart of accounts and expert tips to better serve manufacturers. It's ideal for:

- Apparel Manufacturers
- Automotive Parts
- Food Manufacturers
- Furniture Manufacturers
- Hardware Manufacturers
- Gifts & Novelty Items

## Bill of Materials Cost Tracking

Users can track costs accurately. Assemble items and track their Bill of Materials costs, including labor and overhead costs.

## Available to Promise

The Product Availability feature puts all the important inventory data on one simple screen. It allows users to easily drill-down to see details on which customers have ordered the product, or view open purchase orders placed with vendors.

## Sales Order Fulfillment Feature

This feature shows all open sales orders on one simple screen. Users can:

- Sort open sales orders by date, by shippable dollar amount, or by customer with 1 click
- Customize whether you want to allow partial shipment, or only complete orders
- Select the orders they want to ship, then instantly batch print pick lists, packing slips, or invoices

## Create Sales Orders to Easily Track the Status of the Order

Using sales orders, you can:

- Quickly see whether an order's been shipped, or not.
- View reports of all open sales orders by customer, or by item.
- Instantly turn sales orders into work orders, purchase orders, pick lists, or packing slips.
- Create invoices from full or partial sales orders—you choose which items to invoice

## Backorder Tracking on Sales Orders, Purchase Orders and Invoices

Backorder Tracking columns on sales orders, invoices, and other sales forms show exactly what still needs to be shipped. Backorder column on purchase orders shows what's still expected from vendors.

## Customize Price Levels to Keep Your Prices Competitive

This feature enables users to define different prices for different types of customers, such as high-volume, retail, or preferred customers. Users can also create up to 100 customized price levels for each item using a fixed % or dollar amount.

## Multiple Shipping Addresses Per Customer

This feature simplifies customer shipping address management by making it easier to find and use the correct customer shipping address when creating a Sales Order, Estimate, Purchase Order, Invoice, Sales Receipt, and Credit Memo. Clients can store an unlimited number of shipping addresses per customer. Addresses are selectable from a dropdown list where shipping addresses are entered.

## 10 Additional Reports for Manufacturers & Wholesalers

See which products, customers, and jobs are profitable...and which aren't.

- See how your sales reps are performing
- Track open sales orders by customer or by item
- Track open purchase orders
- Track customer returns with the Return Materials Authorization (RMA) form
- Monitor defective materials with the Damaged Goods Log
- Document information on materials that don't meet specifications with the Non-conforming Material Report
- Use the Physical Inventory Worksheet to check your physical inventory against your QuickBooks records

## Manufacturing & Wholesale Chart of Accounts

Track the right information, right from the start. The Manufacturing & Wholesale Chart of Accounts was developed by industry financial experts to organize your financial information the way you need to see it. The accounts work with manufacturing and wholesale-specific reports to give you better insight into your business and easier tax preparation.

# Nonprofit

Industry-Specific Editions

QuickBooks Enterprise Nonprofit has the same core features included with the standard edition of Enterprise, plus specialized workflows, reports, chart of accounts and expert tips to better serve nonprofit organizations. It's perfect for:

- Charities & Foundations
- Religious Groups
- Human Services
- Arts
- Academia & Education
- Any other tax exempt entity

Specialized features include:

## Customized for Nonprofit Accounting

Preconfigured for nonprofits with memorized reports, chart of accounts, and templates so you can quickly track and manage your organization's finances.

## Streamline Fundraising Tasks

Integration with Microsoft® Word<sup>1</sup> enables seamless transfer of donor information directly from QuickBooks. No retyping required.

## Flexible Customization Options

Users can format reports and donor forms the way they like. Add your logo or mission statement so that it is professional and customized for their organization.

## The Donor Center

Manage donors. A single screen provides summary information for all donors. Click on a donor's name and clients can see that donor's contact information and every donation they've pledged.

## 9 Additional Reports for Nonprofits

See the information you need to manage your organization effectively and satisfy IRS requirements. No need to spend hours adapting standard business reports or writing spreadsheet formulas. Enterprise Nonprofit includes 9 reports created specifically to provide the information nonprofits need. And you can see any of them, anytime, with one click of your mouse. Reports include:

- Budget by Programs - Instantly see a snapshot of funding for each of your programs. See how allocated funds and actual expenses compare with budgeted amounts.
- Statement of Financial Income & Expense - Summarize your income, expenses and net income in a report that uses terminology relevant to your organization. Keep your Board and the IRS up-to-date effortlessly.
- Statement of Functional Expenses-990 - Summarize figures from appropriate accounts into expense categories that match IRS Form 990 line for line. Just transfer the totals, in order, to the form.

<sup>1</sup> Business software applications, including Microsoft products, sold separately. Microsoft® Word and Excel integration requires Word and Excel 2003, 2007 or 2010.

- Donors & Grants - Create an instant summary of all your donors and grantors, including contact information, contributions and expenses incurred against each donation or grant.
- Biggest Donors - Streamline fundraising campaigns by creating a contact list of donors, sorted from largest contributor to smallest over any time period you choose.
- Statement of Financial Position - Check your organization's finances, and take action to keep small problems from becoming big ones. Provide your Board with a financial snapshot in terms relevant to nonprofit organizations.
- Track Employee Hours - Track employee hours by program for an accurate accounting of program expenses. Enterprise tracks program costs automatically as you pay related bills and employees. Enter employee hours by day or week. QuickBooks sends totals directly to paychecks and nonprofit reports to help you make better decisions.

## Nonprofit Chart of Accounts

Categorize your transactions as you enter them for faster, easier IRS reporting and more insight into your finances. The Nonprofit Edition of Enterprise incorporates the Unified Chart of Accounts (UCOA), a set of accounts developed specifically for nonprofits by nonprofit specialists. With each transaction assigned to an account in the UCOA, you can run nonprofit-specific reports that give you the information you need, exactly the way you need it. Save hours filling out government forms — just transfer the totals from your Enterprise reports.

# Professional Services

Industry-Specific Editions

Professional service firms are different from other businesses because they bill for time/services vs. sell goods. Key financial activities include creating estimates, tracking time and project costs, and billing clients. QuickBooks Enterprise Professional Services helps you manage all these tasks with minimal effort.

QuickBooks Enterprise Professional Services has the same core features included with the standard edition of Enterprise, plus special workflows, reports, chart of accounts and expert tips to better serve professional services providers.

Enterprise is made to be easier to use for professional services firms, such as:

- Consulting Firms
- Engineering Firms
- Architecture Firms
- Law Practices
- Physicians & Dental Practices
- Graphic Design Firms
- PR Agencies
- Ad Agencies

Specialized features include:

## Seamless Integration with Microsoft® Word<sup>1</sup>

Create letters and envelopes by transferring customer information directly from QuickBooks into Microsoft Word.

## Flexible Billing Rates

Different billing rates can be assigned to different employees.

## 17 Additional Reports for Professional Services Providers

Make informed business decisions with 17 Professional Services reports, including 6 reports on job costing. QuickBooks tracks costs automatically as you write checks and pay employees.

Reports include:

Project Costs by Vendor

- Job Costs by:
  - Vendor and Job Summary
  - Vendor and Job Description
  - Job and Vendor Summary
  - Job and Vendor Detail
- Project Cost Detail
- Unbilled Expenses by Project

<sup>1</sup> Business software applications, including Microsoft products, sold separately. Microsoft® Word and Excel integration requires Word and Excel 2003, 2007, or 2010.

- Expenses Not Assigned to Projects
- Billed Versus Proposal by Project
- Billed/Unbilled Hours by Person
- Billed/Unbilled Hours by Person & Project
- Billed/Unbilled Hours by Person & Activity
- Open Balances by Customer/Project
- A/R Aging Detail by Class
- Project Status
- Project Contact List, and more!

## Professional Services Chart of Accounts

You may not have the time or accounting expertise to set up your chart of accounts to reflect your specific business. Enterprise Professional Services provides you with a preset chart of accounts that have been developed by industry accounting professionals.

# Retail

## Industry-Specific Editions

QuickBooks Enterprise Retail has the same core features included with the standard edition of Enterprise,<sup>1</sup> plus special workflows, reports, chart of accounts and expert tips to better serve retailers. Use it alone, or pair it with QuickBooks Point of Sale<sup>2</sup> software (sold separately) to transfer sales, inventory and customer information to your books in one quick step. It's perfect for:

- Bakeries & Donut Shops
- Food Chains & Franchises
- Candy Shops
- Boutiques & Clothing Stores
- Furniture Stores
- Toy Stores

Specialized features include:

## Sales Summary Form

Users can track their sales results in one convenient place with the Sales Summary form – enter sales for the day, week, or any time period they choose. Calculate sales tax liability automatically, and quickly identify over/under amounts.

## Custom Price Levels Feature

Price products competitively—the Price Levels feature lets users create up to 100 price levels for any item, or create customer price levels.

## 14 Additional Reports for Retailers

The Retail edition helps retailers track the right information easily. Track sales results accurately with the Sales Summary Form. Enter total payments and taxable/non-taxable sales for the day, week — or any time period you choose. Or transfer the information in one quick step from [QuickBooks Point of Sale](#) software and you never have to enter it at all! Retail Edition calculates your sales tax liability automatically, and you can easily spot cash drawer over/under discrepancies.

The Retail edition also comes with 14 built-in retail-specific reports that help see where you stand in every area of your business. With just one click, you can run reports that allow you to:

- Summarize sales by type of payment and spot sales trends
- Calculate sales tax liability automatically
- Prioritize bills for payment
- Keep tabs on your vendor purchases and vendor returns
- Understand where your profits (or losses) are coming from

## Retail Chart of Accounts

Set up QuickBooks for your business right from the start. Choose from predefined company files for a variety of retail business types. They'll give you the accounts and settings you need, which you can customize at any time.

<sup>1</sup> Unit of Measure feature not included in Enterprise: Retail Edition.

<sup>2</sup> Additional fees may apply.



The Retail Chart of Accounts included only in Enterprise Retail was developed by retail industry financial experts to organize your information the way you need to see it. The accounts work with retail-specific reports to give you better insight into your business and easier tax preparation.

# Accountant Edition

## Industry-Specific Editions

QuickBooks Enterprise Accountant 17.0 is a version of Enterprise that enables accounting professionals to manage their clients' QuickBooks Enterprise 17.0 data files. Enterprise Accountant 17.0 is the only application accounting professionals need to open and modify the data files of their Enterprise 17.0 clients, regardless of which Enterprise 17.0 Industry Edition they use.

QuickBooks Enterprise Accountant 17.0 is fully compatible with all Enterprise 17.0 files. It can also open other QuickBooks files (Basic, Pro, Premier), but once opened and converted to the Enterprise 17.0 format, the file cannot be used again in QuickBooks Basic, Pro, or Premier, nor can it be used in prior versions of Enterprise. In other words, Enterprise Accountant is *not* "backwards compatible" with Basic, Pro, Premier, or prior versions of Enterprise. QuickBooks Premier Accountant 2016 is recommended to fully support clients' QuickBooks 2016 financial files. Accountants that support business clients using both QuickBooks and QuickBooks Enterprise typically have both the Premier Accountant and Enterprise Accountant programs to manage their respective clients' data files.

# SYSTEM REQUIREMENTS

## Operating systems supported:

- Windows Vista SP2, 7 SP1, 8.1 Update 1, or Windows 10(32-bit & 64-bit)
- Windows Server 2008 R2 SP1, 2012 R2
- Server 2008/2011 (64-bit) recommended for multi user

## Database Servers

- Windows: natively installed & Windows 8, Windows 7 or Vista (SP1) with UAC on, Windows Server 2011, Windows Server 2008 R2, Windows Server 2008, Windows Server 2008 - Terminal Server Config., Windows Server 2003 (SP2), and Windows Small Business Server 2008  
Note: Windows Home Server Edition is not supported.

## Hardware and operating system requirements (client and server)

- 2.4 GHz processor minimum
- System processor should support at least Streaming SIMD Extensions 2 (SSE2) instruction set
- 4 GB RAM
- RAM requirements for multi-user setup
- 5 users: 2-3 GB
- 10 users: 3-4 GB
- 15 users: 4-6 GB
- 20 users: 6-8 GB
- 4x CD-ROM drive required for CD installations
- Display optimized for 1024 x 768 screen resolution or higher, extended monitor is supported
- Best optimized for Default DPI setting (96 DPI or 100%). Additionally, medium DPI (120 DPI or 110%) is supported to ensure an optimal experience for 110% scaling.
- Windows:
- U.S. version
- Regional Settings are supported when set to English (United States) with keyboard setting to U.S. only
- Administrator Rights required for the server computer when hosting Multi User Access
- Natively installed
- Disk space requirements:
- 2.5 GB of disk space recommended (additional space required for data files)
- Additional software: 250 MB for Microsoft .NET 4.0 Runtime, provided on the QuickBooks CD
- Additional requirements for Intuit Data Protect in QuickBooks Connected Services offerings
- Require minimum 2.0 GB Ram
- Twice the size of the largest File set to back up + 100MB or twice the size to restore. The space is only required from the work folder LocalApplicationData+"Intuit\Intuit Data Protect"

## Software compatibility

QuickBooks is capable of integrating with hundreds of third-party applications. The following integrations are provided with QuickBooks; additional RAM will enhance the use of these features. See Intuit Marketplace for the most up-to-date list.

- Microsoft Office:
- Office 2010, Office 2013, and Office 2016 or Office 365 (including Outlook 2007 - Outlook 2013) both on 32 and 64 bit. (Note: only supported when it is locally installed, not the web version.)
- Preparing letters requires Microsoft Word 2010, 2013, 2016 or Office 365.
- Exporting reports requires Microsoft Excel 2010, 2013, 2016 or Office 365.
- QuickBooks Point of Sale 2015 (V12.0), V11.0 , V10.0
- Adobe Acrobat Reader: Business Planner functionality and viewing forms requires Adobe Acrobat Reader 5.0 or later.
- Payroll and other online features and services requires Internet access, 1 Mbps recommended speed
- TurboTax 2014 and 2015 (Personal and Business)
- Lacerte 2014 and 2015
- Pro-Series tax years 2014 and 2015
- QuickBooks for Mac 2015
- Quicken 2014, 2015, 2016
- E-mail Estimates, Invoices and other forms with Microsoft Outlook 2007-2013, Microsoft Outlook with Office 365, Windows Mail, Gmail™, Yahoo! Mail®, and Outlook.com®.
- Internet Explorer 11.

Linux is supported for Enterprise 17.0 (OpenSUSE 12.3, Fedora 17, Red Hat 6.4). [Click here](#) to download the installation guide for Novell Open Workgroup Suite Small Business Edition.

<sup>1</sup> Additional fees apply for the QuickBooks Enterprise Hosting Service subscription. Hosting Service is available for QuickBooks Enterprise only and is valid for number of users equal to or less than the number of QuickBooks Enterprise users assigned to customer's Intuit account. QuickBooks Enterprise sold separately; a valid QuickBooks Enterprise license code must be provided to Right Networks. Contact Right Networks to contract third party software. Support for Hosting Service provided by Right Networks. Terms, conditions, pricing, service and support options are subject to change without notice. Product registration required.