



QuickBooks Integration

Table of Contents

Introduction	2
QuickBooks Operational Summary	3
QuickBooks Setup	4
QuickBooks Desktop	4
QuickBooks Online	5
Mapping The Edge with QuickBooks Accounts.....	5
QuickBooks Setup General Tab.....	7
Mapping Accounts	7
QuickBooks Setup General Tab.....	8
QuickBooks Accounts Tab.....	9
QuickBooks Inventory Tab	13
QuickBooks Repair Tab	16
QuickBooks Taxes Tab.....	20
QuickBooks Misc Items Tab	20
QuickBooks Stores Tab (optional).....	21
Mapping Payment Methods to QuickBooks	21
Set Start Date in QuickBooks	22
Posting to QuickBooks	23
G/L Report.....	24
QuickBooks FAQs	26
Common Errors	30

Introduction

The Edge/QuickBooks integration posts aggregated sales and inventory data from The Edge to QuickBooks. **It is our intent that The Edge be the sole “owner” of your customer and inventory details, but we understand that QuickBooks can better handle your accounting needs. In this arrangement, your QuickBooks company file will not contain any of your customer records, nor any single inventory item.** The Edge posts General Ledger (G/L) entries for almost everything. In almost all cases, a full day’s activity is posted as a single G/L entry per account pair. It does not post “sales” per se. **The sales reports in QuickBooks will not reflect sales handled by The Edge, but the profit/loss statement and balance sheet will accurately reflect all activity from both The Edge and QuickBooks.** Cash taken in at POS will be aggregated and posted to a “cash on hand” account (e.g., undeposited funds), but checks and credit card payments will be posted as individual payments, and will appear as undeposited funds, so as to facilitate your bank deposits.

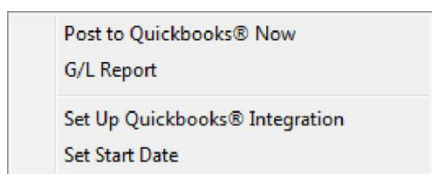
The Edge allows you to integrate features and map to your QuickBooks chart of accounts in a very flexible manner. It is required that every feature in The Edge be mapped to an appropriate account in your chart of accounts, even if you do not use this feature. This ensures all activity can be posted to QuickBooks, even if the feature is used some time in the future.

Nearly every QuickBooks user has a chart of accounts different than any other user. The design of your chart of accounts is a matter that you should discuss with your bookkeeper or, better yet, your accountant. You should design a chart of accounts that works for your unique business situation, and set up The Edge so that it posts to the G/L accounts that make sense for you.

You should be aware that The Edge will **not** do the following with QuickBooks:

- Transfer vendor or customer details to or from QuickBooks.
- Generate vendor bills. All bills must be entered manually into QuickBooks.
- Write checks. All checks must be written via QuickBooks.
- Transfer commission figures to QuickBooks. Commission calculations on The Edge are all “ad-hoc,” meaning that most jewelers will run commission reports several times, in several different ways, and sometimes make manual adjustments to the commissions due. Commission checks should be written via QuickBooks and possibly included in payroll checks.

To work with QuickBooks and The Edge, select **Administrative ► QuickBooks®**. A drop-down list of options will appear.



- **Post to QB Now:** This is how a store posts the pending transactions to QB (typically daily).
- **GL Report:** This is a report that shows detail or summary data in **Debit/Credit** format.
- **Set Up QuickBooks Integration:** This is where all the linkage between The Edge features/QuickBooks accounts are set.
- **Set Start Date:** This is where a store decides the **From Date** to post detail from The Edge to QuickBooks.

First we'll summarize Set Up and Important Operational notes, then explain Setup QuickBooks Integration in detail.

QuickBooks Operational Summary

To properly integrate The Edge with your QuickBooks Company file, there are several steps to complete:

- **Assessment/Qualification:**
 - Will integrating The Edge/QuickBooks save in bookkeeping time?
 - Am I ready to integrate The Edge with QuickBooks?
 - See "Should I Integrate" and "When Should I Integrate" in the section entitled QuickBooks FAQs.
- **Getting Prepared:**
 - Purchase QuickBooks Pro Desktop OR QuickBooks Online
 - Read The Edge/QuickBooks documentation (review with your accountant)
 - Create a new QuickBooks Company Files or prepare your existing company files by:
 - Adding the necessary POS Customer Record, Vendor, Payment Methods
 - Adding required accounts to your QuickBooks Chart of Accounts (COA)
 - Prepare the Chart of Accounts (COA) for integration
 - Plan The Edge/QuickBooks start date (with your accountant) for The Edge to begin posting detail to QuickBooks
 - Prepare starting balances (with your accountant)
 - Update The Edge (plan to install the latest version of The Edge before integration).
- **Integrating The Edge with QuickBooks:**
 - Allow initial integration
 - QuickBooks Desktop: Install QBFC from www.EdgeUser.com
 - QuickBooks Online: Authenticate server through Edge
 - Set QuickBooks Permissions (QuickBooks needs to be set to allow The Edge to post data)
 - Map The Edge with QuickBooks:
 - Link POS customer to a single customer record in QuickBooks (this is where all sales data will post to in QuickBooks)
 - Link The Edge features to QuickBooks chart of accounts
 - Link MISC charges to QuickBooks chart of accounts
 - Link Tax definitions to QuickBooks tax vendor
 - Link The Edge stores to QuickBooks classes (optional for multi-store users)
 - Link The Edge credit card types to QuickBooks payment methods (matched by the exact name).

NOTE!

Review all setup with your accountant and/or bookkeeper responsible for maintaining the accounts.

- Initial Posting from The Edge to QuickBooks:
 - Set a QuickBooks start date (in The Edge) as planned with your accountant/bookkeeper (The Edge sets all prior data as “already posted”)
 - Post from The Edge to QuickBooks for the first time
 - Set starting balances for all accounts in QuickBooks (with guidance from your accountant/bookkeeper).
- The Edge/QuickBooks Maintenance
 - Post from The Edge to QuickBooks regularly (perhaps each morning)
 - Make certain bookkeeping staff follows The Edge/QuickBooks Maintenance Procedures.

IMPORTANT!

Abbott Jewelry Systems, Inc. cannot be held responsible for the maintenance of your QuickBooks financial data. The relationship between The Edge and QuickBooks is unidirectional, meaning The Edge posts to QuickBooks but is unaware of any journal entries, additions, or subtractions of data that occurs directly in QuickBooks.

The Edge team has provided a procedural document which explains some important accounts and functions that must be managed directly in QuickBooks regularly. Failure to maintain these procedures will result in inaccurate financial statements. Contact The Edge Support team for the current procedural document.

Resolving inaccurate financial information is not something we have the expertise to assist with. You would need to seek assistance from your accountant. Be sure to maintain your books!

QuickBooks Setup

The Edge supports both QuickBooks Desktop and QuickBooks Online.

Note: QuickBooks Online requires Windows 10 or better.

Already integrated but want to switch from Desktop to Online?

- 1. Open Administrative ► QuickBooks ► Setup QuickBooks Integration.**
- 2. Click Switch to QuickBooks Online.**
- 3. Complete QuickBooks Online setup below.**
- 4. WARNING: You WILL need to re-map your entire chart of accounts.**

QuickBooks Desktop

To integrate with QuickBooks you must first install QBFC. This is an application provided by Intuit that allows The Edge to communicate with QuickBooks. Once installed, you must then grant The Edge permission to access your company file.

If you plan to integrate The Edge with **QuickBooks Desktop 2022 or higher**, then **download** and **install QuickBooks Foundation Classes for 64-bit**. This program **ONLY** needs to be installed on the **one computer** running your QuickBooks.

- Download **QBFC 64-bit** here: [QuickBooks Foundation Classes](#)
- If you are running **QuickBooks Desktop 2021 or earlier**, you must install **QuickBooks Foundation Classes for 32-Bit**. Download **QBFC 32-bit** here: [QuickBooks Foundation Classes](#)

To do so:

1. Download and install QBFC using this link:
http://download.edgeuser.com/edgeupdates/QBFC13_0Installer.exe
2. Launch QuickBooks and open your QuickBooks company file.
3. Resolve any QuickBooks reminders requiring your input (backups, updates, etc).
4. Open QuickBooks and make sure your company file is open, then launch The Edge.
5. Select **Administrative ► QuickBooks ► Setup QuickBooks Integration**.
6. On the **General** tab, click the drop-down arrow on the **Point of Sale Customer** field. This will initiate connection between The Edge and QuickBooks. QuickBooks will begin blinking on your Windows task bar to alert you attention is required.
7. Select QuickBooks. You will be prompted to grant The Edge permission to read and modify your QuickBooks company file.
8. Continue to Mapping The Edge with QuickBooks Accounts section of this document.

QuickBooks Online

To integrate with QuickBooks Online:

1. Launch The Edge.
2. Select **Administrative ► QuickBooks ► Setup QuickBooks Integration**.
3. Change the radio selector to QuickBooks Online and click the **Authenticate with QuickBooks Online** button.
4. Complete login into QuickBooks Online and select your company file.
5. Once Intuit completed authentication you will be brought to a webpage prompting you to return to The Edge, do so now.
6. Click **Authenticate with Edge Server**.
7. Continue to Mapping The Edge with QuickBooks Accounts section.

Mapping The Edge with QuickBooks Accounts

The Edge must be set up to ensure that postings are made to the proper accounts in your particular QuickBooks setup.

The Edge must be set up to ensure that every feature available has an appropriate account for posting to your particular QuickBooks Company File. The account names used inside your QuickBooks Company file are at the preference of you and your accountant, just be certain to choose the appropriate account type. In the section entitled The Edge QuickBooks Set Up Integration, features are grouped by Account Type.

IMPORTANT!

Be sure to map accounts of the correct account type on your chart of accounts when linking Edge features. For example, if The Edge mapping shows an account in a section labeled EXPENSE, be sure to map this Edge feature to an EXPENSE account or risk that this account will post financials on the wrong side of your general ledger.

Make sure that all activities in The Edge have corresponding accounts in QuickBooks, you should have accounts for the following:

Account Type	Account Name	Sub Account of...	
Other Current Asset	Store Charges		
	Inventory Asset		
	Uncategorized Trade/Buy		
	Unowned Inventory		
	Memo & Consignment Inventory	Unowned Inventory	
	Memo & Consignment Contra	Unowned Inventory	
	Inventory QB	Inventory Asset	
	Inventory EDGE	Inventory Asset	
	Inventory Scrap	Inventory Asset	
	Inventory RTV	Inventory Asset	
	Inventory Assembly/Disassembly	Inventory Asset	
	Expense	Balance Adjustments	
		Missing Inventory	
		Rewards Cards	
Referral Fees			
Item Donation			
Item Giveaway/Promotion			
Income		Fee Income	
	Appraisal Income		
	Shipping Income		
	Interest Income		
	Product Sales		
	Showcase Sales	Product Sales	
	Special Order & Memo	Product Sales	
	Shop Sales		
	Jewelry Repair	Shop Sales	
	Scrap Income		
Other Current Liability	Customer Appraisal Deposits		
	Customer Layaway Deposits		
	Memo Out Deposits		
	Special Order Deposits		
	Repair Deposits		
	Gift Certificates		
	Refunds Due		
	Store Credits		
	Memo Payments Due		
	Consignment Payments Due		
COGS	Cost of Goods		
	Special Order & Memo	Cost of Goods	
	Showcase COGS	Cost of Goods	

	Scrap COGS	
--	------------	--

Also:

- We will use all of the above accounts in The Edge when we set up the QuickBooks integration.
- Create a customer named “Point of Sale” in QuickBooks. This is where The Edge will post all sales data.
- Create a vendor account where you pay your sales tax to specify where The Edge should post tax liability.
- Create a payment method in QuickBooks for each method of tender taken in The Edge.

QuickBooks Setup General Tab

To set up The Edge to post to QuickBooks:

Select **Administrative ► QuickBooks ► Set Up QuickBooks Integration**. The **QuickBooks Setup** screen will appear with the **General** tab selected.

IMPORTANT!

Most Edge features post to accounts; no direct maintenance in QuickBooks is required. However, some features in The Edge post to an account in QuickBooks that may not represent the final step in bookkeeping. In these cases, The Edge has taken the financials as far as it can go and a direct QuickBooks maintenance procedure will be required.

In this section of the user guide, the accounts marked with an asterisk (*) indicate a manual QuickBooks bookkeeping procedure is required.

Mapping Accounts

To map an account:

1. Select an account from the account hierarchy.
2. Then select a QuickBooks account from the drop-down list at the bottom of the screen.

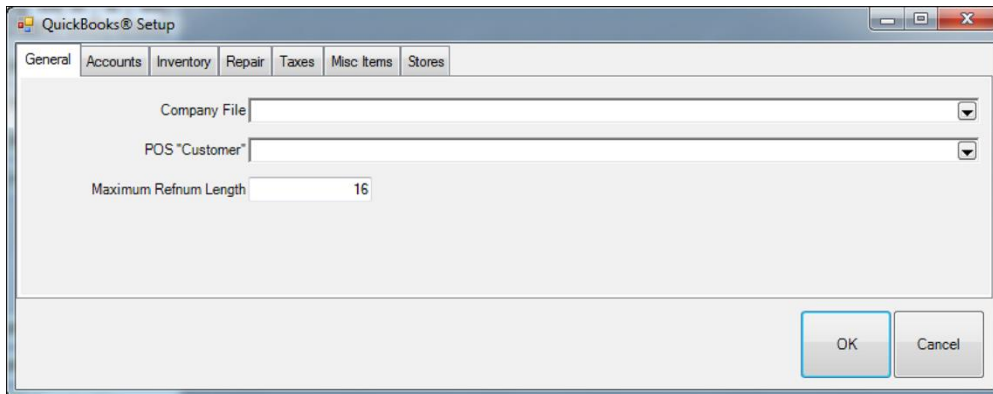
TIP!

An information field will appear at the very bottom of the screen that details how The Edge uses the selected account.

3. Select **OK**. Notice that the **Accounts** screen will indicate the correlation.
4. Repeat this process for each account on each of the tabs **QuickBooks Setup** window.

NOTE!

If you encounter the error “QBFC must be installed,” revisit the steps in the section entitled Error! Reference source not found..

QuickBooks Setup General Tab

The **General** tab contains three data entry fields:

- Company File** Optional. If you specify a QuickBooks company file here, The Edge will launch QuickBooks when you attempt to post. If you leave this blank (which most do), The Edge will require you to have your QuickBooks Company File open before you can post.
- POS “Customer”** The QuickBooks “customer” to which all sales activity will be attributed. You should create a customer record in QuickBooks for this purpose and name it “POS,” for example.

NOTE!

Over time, this single customer record in QuickBooks will accumulate a large amount of sales activity data and cause posting from The Edge to QB to take a long time. To prevent this, you can occasionally create a new customer record in QuickBooks and then link The Edge POS customer to that new customer record.

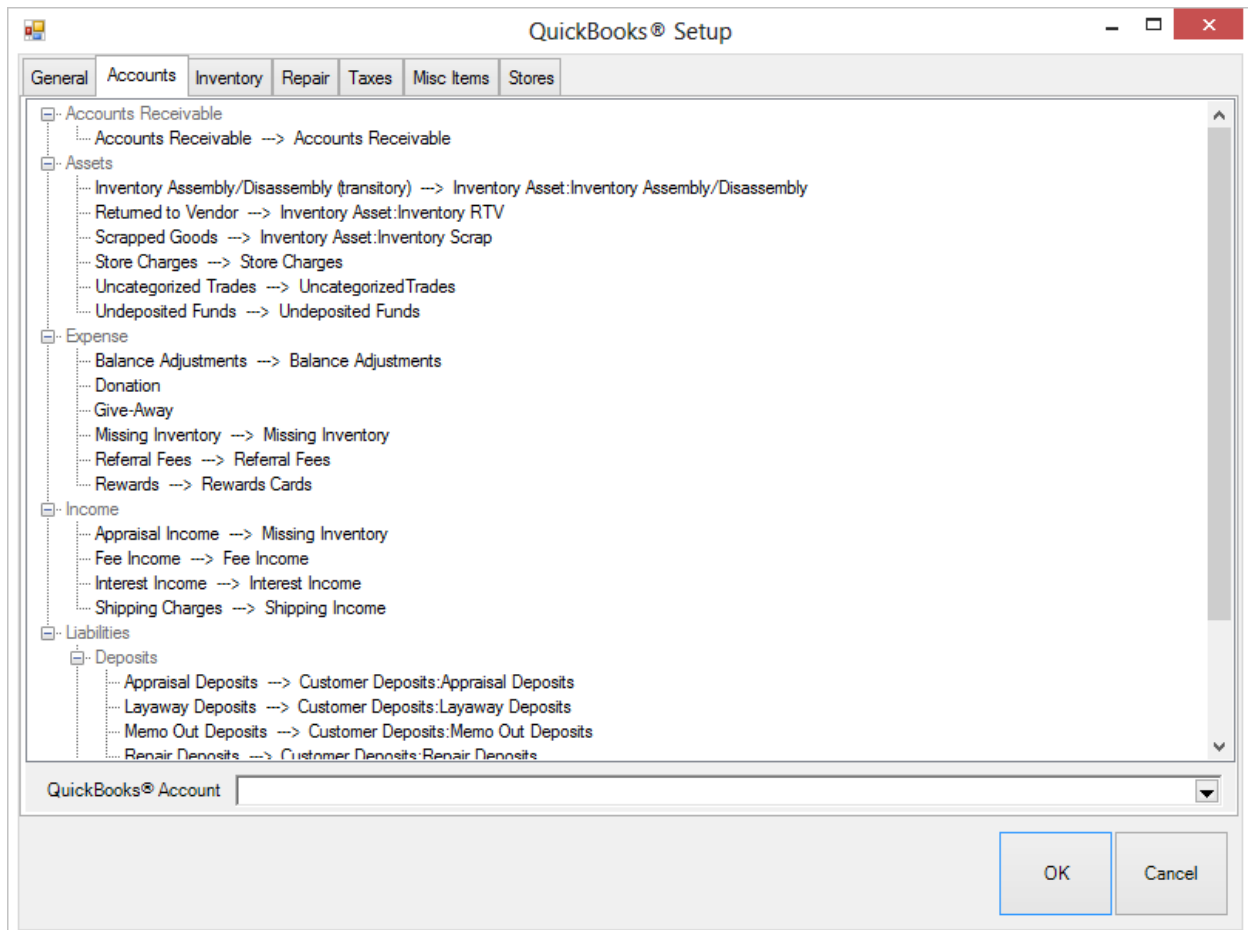
Example: POS Customer 2012.

- Maximum Refnum Length** To prevent errors related to reference numbers that are too long, this field should be set to 16 by default. Try 12 or 8 for older versions of QuickBooks.

Browse to these values using the drop-down menu and select the **Accounts** tab.

QuickBooks Accounts Tab

The **Accounts** tab contains a “tree view” of The Edge features organized by account type. These accounts must be mapped to a corresponding account in QuickBooks.



The following table outlines each account in The Edge and its use.

Accounts Receivable

Accounts Receivable Set up this account to match QuickBooks’ default accounts receivable account. This is usually called “Accounts Receivable” but many users rename it to “Edge Pass-through Account.”

NOTE!

For purposes of data integration, The Edge uses the AR account as required pass-through. This account should not have a balance. Do not mistake the use of this account as store receivables.

Assets**Inventory Assembly/
Disassembly**

This should be an asset account, and is used when assembling an item from other items, or breaking an item into several other items.

This account also serves as a transitory account for cost of inventory used in repair or custom jobs that are not yet picked up.

***Returned to Vendor**

This should be an asset account, and is used when an item is marked "returned to vendor." Understand that The Edge is finished with items that are marked RTV, so this posting moves the item value from your primary asset account to this temporary sub-asset account.

You will have to post your own G/L entries to move assets from this account to other accounts when you actually ship items back to the vendor, and/or when you receive credit or payment from the vendor for returned items.

***Scrapped Goods**

This should be an asset account, and is used when an item is marked "scrapped." Understand that The Edge is finished with items that are marked SCRAPPED, so this posting moves the item value from your primary asset account to this temporary sub-asset account.

You will have to post your own G/L entries to move assets from this account to other accounts when you determine the retained value of the scrapped goods, and how much to write off.

Store Charges

This should be an asset account, not a receivables account, and represents the amount of money people owe you on store charges (house account charges).

**Uncategorized
Trades**

Used when accepting trades at POS with no category. There is a system option to assign categories and avoid use of this account.

Undeposited Funds This feature must be mapped to the “Undeposited Funds” account created by QuickBooks for managing bank deposits. If you do not have this account presently in your chart of accounts, you must enable the feature in QuickBooks. In QuickBooks, click **Edit ► Preferences ► Payments ► Company Preferences** and check the option **Use Undeposited Funds** as a default deposit to account.”

Expense

Balance Adjustment This should be an expense account. When you make an adjustment to a customer balance by selecting **Adjust Balance** from the **Customer Balance** tab, the difference is posted to this account. You can either create a new account for this purpose, or use an existing account, for example, bad debt write-offs.

Donation This should be an expense account. When an item is marked as a donation at POS, the cost is debited here.

Giveaway This should be an expense account. When an item is marked as a giveaway at POS, the cost is debited here.

***Missing Inventory** This should be an expense account. When you mark an item lost, stolen, or missing, the cost of that inventory is posted to this account. If an item is later marked “found,” the value of that item is recouped from this account.

Referral Fees This should be an expense account. When you award referral bonuses, these fees are a form of advertising expense.

Rewards This should be an expense account. When you provide reward dollars to customers, the rewards are a form of advertising expense.

Income

Appraisal Income This should be an income account. The fees that you collect for performing appraisals will be posted to this account.

Fee Income This should be an income account. Restocking fees charged for returns and cancellations will be posted to this account.

Interest Income This should be an income account. Interest charges applied to store charge balances (house accounts) will be posted to this account.

Shipping Charges This should be an income account. Money that you collect for shipping charges will be posted to this account.

NOTE!

Do not confuse this with a shipping expense account for fees incurred in store shipping and receiving.

Liabilities

Deposits (Money paid on account for the following)

Appraisal Deposits This should be a liability account. Funds that customers leave on deposit with you while you are appraising their goods are posted to this account.

Layaway Deposits This should be a liability account. Funds that customers leave on deposit with you to keep goods on layaway are posted to this account.

Memo Out Deposits This should be a liability account. Funds that customers leave on deposit with you while they take goods out on approval are posted to this account.

Repair/Custom Deposits This should be a liability account. Funds that customers leave on deposit with you while you are working on their repairs are posted to this account.

Special Order Deposits This should be a liability account. Funds that customers leave on deposit with you while you are getting special order goods for them are posted to this account.

Gift Certificates This should be a liability account. Funds that you have collected by selling gift certificates or tender cards will be posted to this account.

***Refunds Due** This should be a liability account. Funds that you need to return to customers will be posted to this account. For example, if you process a return to a customer by check, The Edge posts the check amount to this account.

When you write a refund check to a customer, charge it against this account.

Note that the general ledger will indicate (in the memo field) to which customers the refunds are due.

***Sales Tax Payable** This should be the actual QuickBooks “sales tax payable” account. Any sales tax that you collect will be posted here and will be payable to your tax agency. This will be depleted when you use “Pay Sales Tax” feature in QuickBooks.

Store Credits This should be a liability account. Funds that you are holding in lieu of giving a customer a cash refund (this is also known as a credit memo) will be posted to this account.

NOTE!

Inventory, Repair, and Miscellaneous Income accounts will be set on their respective tabs.

QuickBooks Inventory Tab

The **Inventory** tab allows you to specify how inventory-related transactions are posted to QuickBooks. This tab consists of a tree view on the left side and four groups of account drop-down fields on the right side.

The screenshot shows the 'QuickBooks® Setup' window with the 'Inventory' tab selected. On the left, a tree view shows 'All Categories/Default Settings' with sub-categories like 'RING' and 'PENDANT'. The right side of the window is divided into several sections, each with a group of account drop-down fields:

- Stock/Inventory:** Asset (Inventory Asset:Inventory EDGE), (Asset) (Inventory Asset:Inventory QB), COGS (Cost of Goods Sold:Showcase CO), Income (Product Sales:Showcase Sales).
- Special Order:** Inventory Asset:Inventory EDGE, Inventory Asset:Inventory QB, Cost of Goods Sold:Special Order &, Product Sales:Special Order & Mem.
- Assembled:** Asset (Inventory Asset:Inventory EDGE), COGS (Cost of Goods Sold:Showcase CO), Income (Product Sales:Showcase Sales).
- Build:** Inventory Asset:Inventory EDGE, Cost of Goods Sold:Showcase COG, Product Sales:Showcase Sales.
- Trade-In:** Asset (Inventory Asset:Inventory EDGE), (Asset) (Inventory Asset:Inventory QB), COGS (Cost of Goods Sold:Showcase CO), Income (Product Sales:Showcase Sales).
- Take-Off:** Inventory Asset:Inventory EDGE, Inventory Asset:Inventory QB, Cost of Goods Sold:Showcase COG, Product Sales:Showcase Sales.
- Memo Goods:** Asset (Memo & Consignment Inventory), Liability (Memo & Consignment Contra), COGS (Cost of Goods Sold:Special Order), Income (Product Sales:Special Order & Mei), Payable (Memo Payments Due).
- Consignment Goods:** Memo & Consignment Inventory, Memo & Consignment Contra, Cost of Goods Sold:Showcase COG, Product Sales:Showcase Sales, Consignmet Payments Due.

At the bottom right, there are 'OK' and 'Cancel' buttons.

To indicate how transactions are posted to QuickBooks:

1. Select the desired line from the tree view on the left side.
2. Complete the drop-down fields on the right side.

NOTE!

The first line in the tree view, “All Categories/Default Settings,” applies to every piece of inventory in the system. Point of fact, only this line must be selected and filled in. All other lines in the tree view are for specifying exceptions to the default settings.

The panel on the right allows you to specify the QuickBooks accounts where The Edge will post based on the Inventory Stock Type. For example, you can specify a different Income account for Memo Goods so this income can be tracked separate of owned stock. This is very flexible. You should discuss the level of separation is needed with your accountant

TIP!

An information field will appear at the very bottom of the screen that details how The Edge uses the selected account.

The drop-down groups are defined as follows:

The “Stock/Inventory” Group

- | | |
|-----------------|---|
| Asset | When a “stock” inventory item is added to inventory, the cost of that item is debited to this G/L account to increase the asset. When a “stock” item is sold or picked up, this account is credited to decrease the asset. |
| *(Asset) | <p>*This is a contra-asset account that must be maintained by you. When a “stock” inventory item is added to inventory, the cost of that item is credited from this G/L account.</p> <p>When the bookkeeper enters a bill in QuickBooks, the total inventory amount entered in The Edge should be posted to this account. If all inventory items are accurately entered into The Edge and all bills are accurately entered into QuickBooks, this account should be 0.</p> |
| COGS | COGS stands for “Cost of Goods Sold.” When a “regular” inventory item is sold, the cost of that item is moved from the “Asset” account to this “COGS” account. |

Income When a “regular” inventory item is sold, the sale price of that item is posted to this “income” account. The reverse amount is posted to “Accounts Receivable.” Any tender taken on the sale is in turn used to offset accounts receivable.

The “Special Order” Group

The fields in this group have exactly the same meaning as in the “Stock/Inventory” group, except that they are used with respect to items of the inventory type “Special Order.”

The “Assembled” Group

The fields in this group have exactly the same meaning as in the “Stock/Inventory” group, except that, since this inventory is assembled from other items, there is no need for the contra-asset account. The cost of these items will flow in and out of the asset account mapped to the feature Inventory Assembly/Disassembly (see the **Accounts** tab).

The “Take-Off” Group

The fields in this group have exactly the same meaning as in the “Stock/Inventory” group, except that, since this inventory represents pieces taken off of other inventory items, there is no need for the contra-asset account. The cost of these items will flow in and out of the asset account mapped to the feature Inventory Assembly/Disassembly (see the Accounts tab).

The “Trade-In” Group

The fields in this group have exactly the same meaning as in the “Stock/Inventory” group, except that they are used with respect to items of the inventory type “Trade-In.”

The “Memo Goods” Group

Field Name	Description
Asset	When a “memo” item is added to inventory, the cost of that item is debited to this G/L account to increase the asset. When a “memo” item is sold or picked up, this account is credited to decrease the asset.
Liability	When a “memo” item is added to inventory, the cost of that item is credited from this G/L account. This allows QuickBooks to keep track of goods in the store that are owned by a third party.
COGS	COGS stands for “Cost of Goods Sold.” When a “memo” item is sold, the cost of that item is moved from the “asset” account to this “COGS” account.

Income When a “memo” item is sold, the sale price of that item is posted to this “income” account. The reverse amount is posted to “Accounts Receivable.” Any tender taken on the sale is in turn used to offset accounts receivable.

***Payable** When a “memo” item is sold, the cost of that item is moved from the “liability” account to this “Payable” account, indicating that the vendor can now be paid.
Be sure to use a QuickBooks liability account for this purpose. An accounts payable account will not work properly.

The “Consignment Goods” Group

The fields in this group have exactly the same meaning as in the “Memo Goods,” except that they are used with respect to items on consignment from a customer.

Consignment items are liability items owned by customers and therefore “payable” can be applied differently than memo items, which are owned by a vendor.

There is a **System Option** in The Edge where payment for a sold consignment item can be posted as a credit memo on account for the customer at the time the consignment item is sold. If this option is set to **True**, the payable will post to QuickBooks as to the Credit Memo account instead of a Consignment Payable account.

NOTE!

When a memo or consignment item is sold, the item record gets updated with a payable date to reflect that The Edge has posted to Memo or Consignment Payments Due.

If a sold memo or consignment item is returned to stock, it is assumed the item is now “owned” merchandise. A supervisory function is available to remove the payable if appropriate.

An In Stock Memo or Consignment with a Payable Date is no longer a liability.

QuickBooks Repair Tab

The **Repair** tab controls how repair, custom, and assembled items are posted to QuickBooks.

QuickBooks® Setup

General Accounts Inventory Repair Taxes Misc Items Stores

☑ All Tasks/Default Sett

Parts (Non-Inventories)

COGS Shop COGS:Jewelry Repair COGS

(COGS) Shop COGS:Jewelry Repair COGS

Income Shop Sales:Jewelry Repair Sales

Parts (Consumed from inventory)

COGS Shop COGS:Jewelry Repair COGS

(COGS) Will use "Inventory Assembly/Disassembly (transitory)"

Income Shop Sales:Jewelry Repair Sales

Labor

COGS Shop COGS:Jewelry Repair COGS

(COGS) Shop COGS:Jewelry Repair COGS

Price Shop Sales:Jewelry Repair Sales

Other

COGS Shop COGS:Jewelry Repair COGS

(COGS) Shop COGS:Jewelry Repair COGS

Income Shop Sales:Jewelry Repair Sales

Treat Custom and Assembly Like Repair

INCREPAIRIU

OK Cancel

The tree view on the left represents all repair SKUs on file, organized by their search keys. As in the inventory tab, the topmost item of the tree will be the default for all repair tasks, whether or not the tasks have an SKU at all. You need not specify anything at all for items other than the top item, unless you want to record expenses or income differently for that branch of the SKU tree.

The panel on the right allows you to specify the QuickBooks accounts where The Edge will post the corresponding income and expenses. For Repair and Custom jobs, this posting occurs only if and when a job is picked up at POS, with one exception: “Parts (Consumed from inventory)” the cost of service parts consumed from inventory are held in the account linked to Inventory Assembly / Disassembly until time of pickup.

Notice the checkbox **Treat Custom and Assembly Like Repair (default)**. Uncheck this box to provide separate mapping accounts for:

- Repair
- Custom
- Assembly.

Fields in the **Repair** tab include:

Parts (non-inventory)

COGS The cost of any parts used in the completion of a repair or custom job is posted to this account. These are parts that are not part of The Edge inventory records

(COGS) The cost of any parts used in the completion a repair or custom job is deducted from this account. These are parts that are not part of The Edge inventory records.
Often it is preferred to specify the same account for COGS and (COGS) which would result in posting with no net effect. This is typically best because these parts have never been inventoried in The Edge and cost has likely been accounted for in QuickBooks already.

Income The price paid by your customer for any parts used in a repair will be posted to this income account.

NOTE!

The COGS, (COGS), and Income postings occur at the time of pickup of the job.

Parts (consumed from inventory)

COGS The cost of any parts (from inventory) used in the completion of a repair of custom job is posted here. These are parts that are actually part of your inventory in The Edge.

NOTE!

This COGS posting occurs at time of pickup of the job.

(COGS) This feature is automatically linked to the GL Account you have associated with the Asset Feature “Inventory Assembly/Disassembly” (see the Accounts tab). The cost of the inventory item is credited from its Inventory Asset account and posts as a debit to this account.

NOTE!

This posting occurs at the time the part is associated with the job.

At time of pickup this account is credited by the amount of the inventory parts cost and posted as a debit to the actual COGS account assigned above.

NOTE!

The GL Account associated with the feature “Inventory Assembly/Disassembly” is a transitory asset account. This account will have a balance so long as there are Inventory Parts assigned to an open repair or custom job (not yet picked up). When the job is picked up, the Transitory Asset value is reduced and posted to COGS.

Income The price paid by your customer for any inventory parts (actual inventory items in The Edge) used in a repair or customer job are posted to this account.

NOTE!

The COGS, (COGS), and Income postings occur at the time of pickup of the job.

Labor

COGS The cost of any labor used in the completion of a repair or custom job is posted to this account.

(COGS) The cost of any labor used in the completion of a repair or custom job is deducted from this account.
If you track labor as a payroll expense, you should specify the same account for COGS and (COGS) and there will be no net effect. Alternatively, when specifying this account, you should consider how you pay for this labor. If your bench jeweler is on a fixed salary, you might want to deduct this amount from “payroll expenses.” If repairs of this type are always sent out, you might want to deduct this amount from an “outside services” account.

Income The price paid by your customer for any labor used in a repair will be posted to this income account.

NOTE!

The COGS, (COGS), and Income postings occur at the time of pickup of the job.

Other

Other costs on a service job or task typically include shipping fees or insurance.

COGS The cost of any “other” charges associated with the completion of the repair is posted to this account. This upcharge typically corresponds to the risk or liability of breakage.

(COGS) The cost of any other fees incurred in the completion of the repair is deducted from this account.
If you track “other” charges some other way in QuickBooks, you should specify the same account for COGS and (COGS) and there will be no net effect. Alternatively, if you pay for outside insurance to cover your liability in this area, you might want to specify an insurance expense account here.

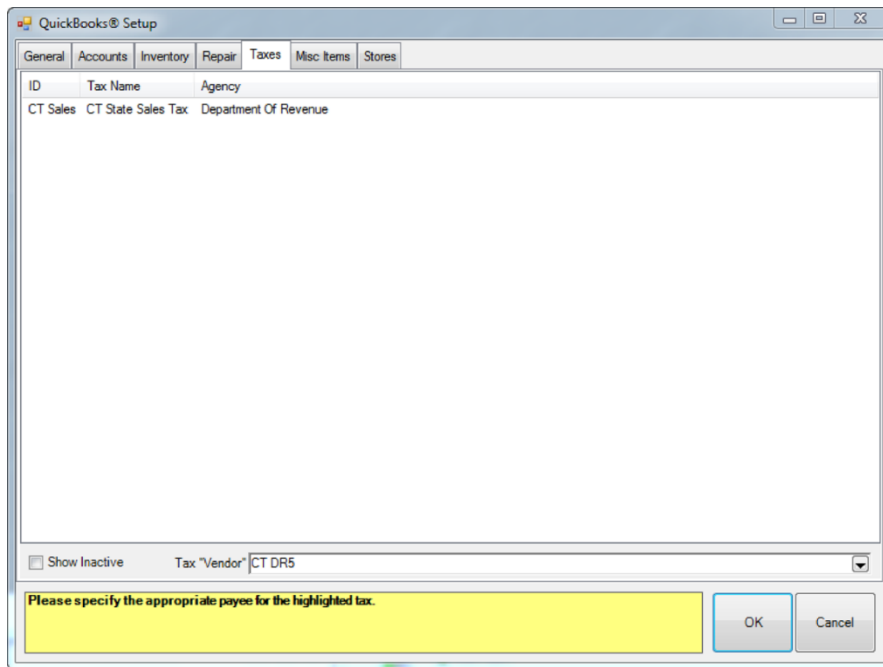
Income The price paid by your customer for any other charges will be posted to this income account.

NOTE!

The COGS, (COGS) and Income postings occur at time of pickup of the job.

QuickBooks Taxes Tab

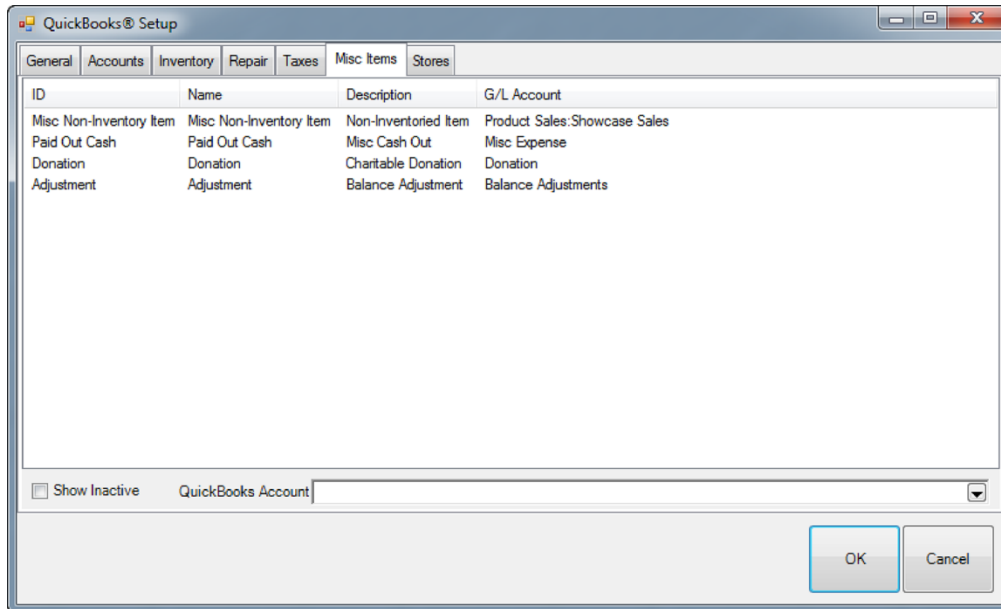
The **Taxes** tab is for identifying the vendors, or governmental body, to whom sales tax is paid. For each sales tax definition in The Edge:



1. Select the tax.
2. Select a tax vendor from the **Tax "Vendor"** drop-down list at the bottom of the screen. For each definition, select the vendor on file that you write the tax payable check to, e.g., Department of Treasury.
3. Select **OK**.

QuickBooks Misc Items Tab

The **Misc Items** tab is used to associate each of your miscellaneous sales line definitions to a QuickBooks account. Whenever you "sell" a miscellaneous sale line, the amount is posted to the corresponding G/L account, and an offsetting amount is posted to accounts receivable. Any tender is then in turn posted against the accounts receivable.



To associate an account:

1. Select the desired miscellaneous category.
2. Select an account from the **QuickBooks Account** drop-down list.
3. Select **OK**.

WARNING!

Unlike other features in The Edge, we cannot control what Misc Sale lines are used for in daily operations. You may have some Misc lines setup as Credits (such as coupons) that should be mapped to expense-type accounts. Misc sale lines should typically be mapped to either an Income or Expense account. If you are not sure, you should consult your accountant.

NOTE!

Check the Inactive Box to map any Misc Charges that have been used in the past.

QuickBooks Stores Tab (optional)

If you operate The Edge in a multi-store environment with transferred records, you can associate each Edge store number with a QuickBooks Class. Associating store number with a separate QuickBooks Class will provide additional definition on QuickBooks reports. If you are unsure how to setup QuickBooks Classes or to find out if this is right for you, contact your accountant.

Edge users in a single store environment need not set this up.

Mapping Payment Methods to QuickBooks

Before point of sale activity is posted from The Edge to QuickBooks, all payment methods used in The Edge must be present as payment methods in QuickBooks.

To align payment methods between The Edge and QuickBooks:

1. From The Edge, select **Administrative ► Credit Cards ► Set Up Card Types**.
2. Make note of the QuickBooks Name associated with each Payment Type needed (these will need to match the name on the payment method setup in QuickBooks).
3. **From QuickBooks**, select **List ► Customer Vendor Profiles ► Payment Methods**.
4. Right click to add a new or edit existing payment methods in QuickBooks.

You must ensure that there is a payment method here for each credit card type in The Edge and that it matches the QuickBooks name provided in The Edge exactly (spelling and spacing are significant; upper/lower case is not).

Set Start Date in QuickBooks

Before you start posting from The Edge to QuickBooks, you must set a date that signifies the earliest date when detailed records inside The Edge should post to your QuickBooks company file.

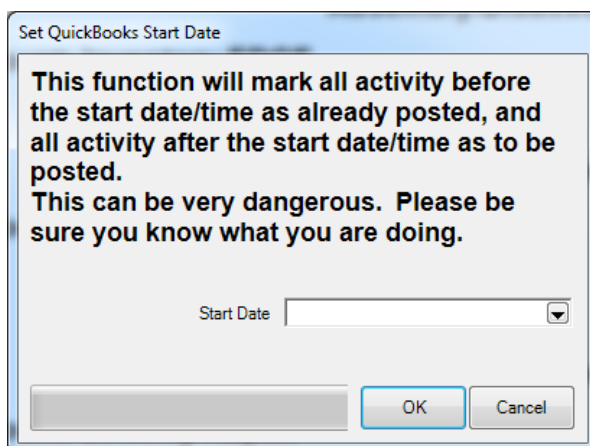
When choosing a QuickBooks start date you should:

- Discuss and coordinate this date with your accountant
- Strategize starting balances with your accountant (up to this date).
- Consider a date that is a start of a month
- Consider the accuracy and completeness of the data to be posted (are you too new to The Edge)
- Understand that data converted from a former system should not be posted.

IMPORTANT!

Setting a start date is a maintenance step that may take time. Backup The Edge first and perform the operation while no one is using The Edge.

1. Select **Administrative ► QuickBooks ► Set Start Date**. The **Set QuickBooks Start Date** screen will appear.



2. Select a **Start Date** from the date picker or enter the date.
3. Select **OK**.

Posting to QuickBooks

Once you have completed setup, you can post the pending transactions that have been stored in The Edge to QuickBooks. The first time you execute this function it may take considerable time to post, depending on the QuickBooks Start Date provided.

NOTE!

Review all setup with your accountant and/or bookkeeper responsible for maintaining the accounts.

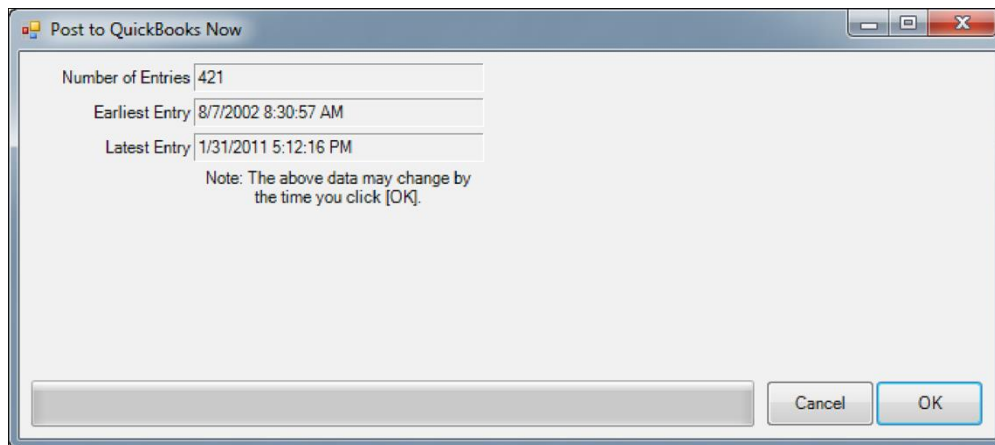
IMPORTANT!

Be sure to make a backup of your QuickBooks Company before your post from Edge to QuickBooks. There is no way to reverse a posting from Edge to QuickBooks. Backup is essential.

After that initial posting, you should post to QuickBooks on a regular basis. We find posting daily or at least several times per week is best as it keeps the posting process efficient which helps prevent communication errors between the two programs.

To post to QuickBooks:

1. Select **Administrative ► QuickBooks ► Post to QuickBooks**. The **Post to QuickBooks Now** screen will appear.



The Edge prepares a summary reflecting the number of entries, earliest dated entry and latest dated entry that are pending to be posted. If the summary looks accurate, move on with posting.

To see a listing of the data pending to post, run a GL Report (see section G/L Report) and check “Unposted Items” within the date range reflected in the summary.

2. Select **OK** to post the entries.

G/L Report

The **G/L Report** details how The Edge interacts with QuickBooks. It is a useful tool in analyzing how The Edge data is translated into debits and credits. To use the **G/L Report**, you must first integrate The Edge with QuickBooks. See the section entitled Mapping The Edge with QuickBooks Accounts, for more information on this process.

To run the **G/L report**:

1. Select **Administrative ► QuickBooks ► G/L Report**. The **G/L Report** screen will appear.

Fields on this report filter include:

- | | |
|---------------------|---|
| Sales Number | Allows you to specify a single sale number. Useful for seeing how a particular transaction will post or has posted to QuickBooks. |
| Old Sales # | Allows you to specify an old sales number. |
| Sale Date | Allows you to specify a sales period. |

Sold To	Allows you to specify a customer or group of customers.
Sold By	Allows you to specify a sales associate.
Store	Allows you to filter by store.
Item Number	Allows you to specify a single item number. Useful for seeing how a specific item will post or has posted to QuickBooks.
Station	Allows you to filter by computer station.
Group by	
Store	Breaks down the report by store.
Month	Breaks down the report by month.
Date	Breaks down the report by date.
G/L Account	Breaks down the report by the general ledger accounts in QuickBooks.
Sale #	Breaks down the report by each transaction.
Show Details	Whether to show detailed information or just a summary.
Page Breaks	Whether or break to a new page by grouping options.
Unposted Items	Whether to include transactions that have not yet posted to QuickBooks
Posted Items	Whether to include transactions that have already posted to QuickBooks.
VOID Sales	Whether to include sales that were voided.
Sales Transactions	Whether to display transactions made through POS.
Inventory Transactions	Whether to display changes made to the inventory (adding, deleting, etc).
Multi-Line Memo	Whether or not to give a full (multi-lined) description of each transaction.
Show Full G/L Account Name	Check this box to see the entire QuickBooks account name, including the parent account name.

The results might look as follows:

G/L Report						
sold Last Year (2010); Group by Date, G/L Account; Sort by Month, Sale#, Page breaks, Sales Transactions, Posted Items, Inventory Transactions, Show Details, Unposted Items						
Date	Sale #	Item/Job#	G/L Account	Debit	Credit	Memo
Date: 11/3/2010						
G/L Account: Accounts Receivable						
11/03/10		001-210-00001	Accounts Receivable	50.60	0.00	
11/03/10		001-210-00002	Accounts Receivable	50.60	0.00	
11/03/10	001-00030		Accounts Receivable	0.00	75.90	TENDER(LAYAWAY)
11/03/10	001-00030		Accounts Receivable	0.00	25.30	TENDER(CASH) 001-00030-004-cash payment fr
11/03/10	001-00031	001-210-00002	Accounts Receivable	50.60	0.00	0.00 ITEM(LAYAWAY)PICKUP Pick up one of 2 items f
11/03/10	001-00031	001-210-00002	Accounts Receivable	0.00	12.65	TENDER(LAYAWAY)APPLY Pick up one of 2 iter
11/03/10	001-00031	001-210-00001	Accounts Receivable	50.60	0.00	0.00 ITEM(LAYAWAY)PICKUP Pick up one of 2 items f
11/03/10	001-00031	001-210-00001	Accounts Receivable	0.00	12.65	TENDER(LAYAWAY)APPLY Pick up one of 2 iter
11/03/10	001-00031		Accounts Receivable	0.00	75.90	TENDER(CASH) 001-00031-009-cash payment fr
			G/L Account: Accounts Receivable	202.40	202.40	0.00
G/L Account: Consignment Goods						
11/03/10		001-210-00002	Consignment Goods	0.00	23.00	Added 11/3/2010 12:57:18 PM by '1'
			G/L Account: Consignment Goods	0.00	23.00	-23.00
G/L Account: Inventory EDGE						
11/03/10		001-210-00001	Inventory EDGE	23.00	0.00	Added 11/3/2010 12:57:09 PM by '1'
11/03/10		001-210-00002	Inventory EDGE	23.00	0.00	Added 11/3/2010 12:57:18 PM by '1'
11/03/10	001-00031	001-210-00002	Inventory EDGE	0.00	23.00	ITEM(LAYAWAY)PICKUP Pick up one of 2 items f
11/03/10	001-00031	001-210-00001	Inventory EDGE	0.00	23.00	ITEM(LAYAWAY)PICKUP Pick up one of 2 items f
			G/L Account: Inventory EDGE	46.00	46.00	0.00

Data fields returned on this report include:

- Date** The date the transaction took place
- Sale #** The sales number of the transaction
- Item/Job #** Additional reference number for this transaction. This could be a sales number, item number, repair number, or special order number depending on the type of transaction involved.
- G/L Account** The account in the QuickBooks General Ledger that this posted to.
- Credit** The amount posted to this account as credit.
- Debit** The amount posted to this account as debit.
- Memo** Gives a description of this transaction.

QuickBooks FAQs

Do I need to buy QuickBooks?

If you want to integrate The Edge and QuickBooks together, then you will have to buy QuickBooks; it is not included in the purchase price of The Edge.

The QuickBooks integration is optional. The Edge is completely functional in the absence of QuickBooks and many stores elect to manually post to QuickBooks or another accounting program.

What version of QuickBooks do I need?

QuickBooks Desktop or QuickBooks Online.

From The Edge perspective, both the offline and online versions integrate in the same manner. Whichever one you wish to use is up to you. [See Intuit's website](#) here for a comparison between the online and offline versions.

How many copies of QuickBooks do I need to buy?

You must have at least one PC where both The Edge and QuickBooks are licensed to operate. This is the PC where Set Up and Regular Posting is performed. If you plan to use QuickBooks on multiple computers, you would likely need to purchase a multi-user license. This is not a requirement for use with The Edge.

How should I set up my chart of accounts in QuickBooks?

You should set up your chart of accounts according to your accountant's recommendations. The Edge support team can send you a simplified chart of accounts as an example. After you set up your QuickBooks chart of accounts, you will "connect" each of The Edge's accounts to the corresponding account in your QuickBooks chart of accounts.

How do I get support for QuickBooks?

You get support for QuickBooks from Intuit, or perhaps some third-party support organization. Intuit provides a certain amount of free support with respect to getting your QuickBooks program installed, after which all support is fee-based.

The Edge Support Team will provide basic guidance to you in order to setup integration. Beyond setup, we provide support with the mechanical linkage between The Edge/QuickBooks to ensure the link between the two programs is functioning correctly.

It is important that integration is managed and understood by your bookkeeping staff and / or accountant who can assist you with true accounting decisions.

What about other accounting systems?

We are committed to providing our customers with every advantage that we possibly can. QuickBooks has about 80 percent of the small business accounting market, and Intuit provides excellent support for developers, so it was an easy decision to integrate with QuickBooks. At this time there are no plans to integrate with other accounting systems. This is subject to change.

Should I integrate The Edge with QuickBooks?

You should consider whether integrating will improve bookkeeping methods or save you time. Here are a couple questions to ask yourself.

- Is your bookkeeping done off site? The Edge cannot post to an offsite QuickBooks file without the addition of multi-store software.

- Is your bookkeeping done part time? Part-time bookkeeping itself is just fine; it simply must be considered whether it would be efficient for your bookkeeping staff to learn the integration in order to maintain the books?

When should I integrate The Edge with QuickBooks?

Plan to integrate once you are comfortable that your staff is operating The Edge every day effectively. Also be certain you have completed The Edge New User Checklist. Example: If you have recently converted from another software system, have you:

- Completed a physical inventory?
- Entered all starting receivable and credit balances?
- Are all repairs, layaways, and special orders entered and pending with accurate deposits?

What if I use The Edge in a multi-store environment but the businesses are separate tax entities?

The Edge QuickBooks Integration operates under the assumption that all business postings are part of a single corporate tax entity. The employs the use of “Classes” in QuickBooks to create some separation of store data, but this does not constitute a separate taxable business.

We would advise against integrating with QuickBooks if you use The Edge multi-store setup for the convenience of transferring records between two separate businesses.

How does The Edge Post to QB when I do the X (x represents what you are inquiring about)?

No matter type function you are trying to understand, you can get your answer from The Edge GL Report.

TIP!

Find a day where you know a transaction of that type has occurred and run the GL report for that day only, with details.

If the transaction is from POS, you can choose the GL Report option “Group By Sale #” (uncheck other group options) to see the debits and credits organized sale by sale.

What is the difference between Inventory Edge and Inventory QuickBooks?

The relationship between Inventory Edge and Inventory QuickBooks is a common cause of question and confusion when unfamiliar with our integration. Here is a simple explanation:

Inventory Edge is the default asset account used to post all Inventory On-Hand that is entered into The Edge.

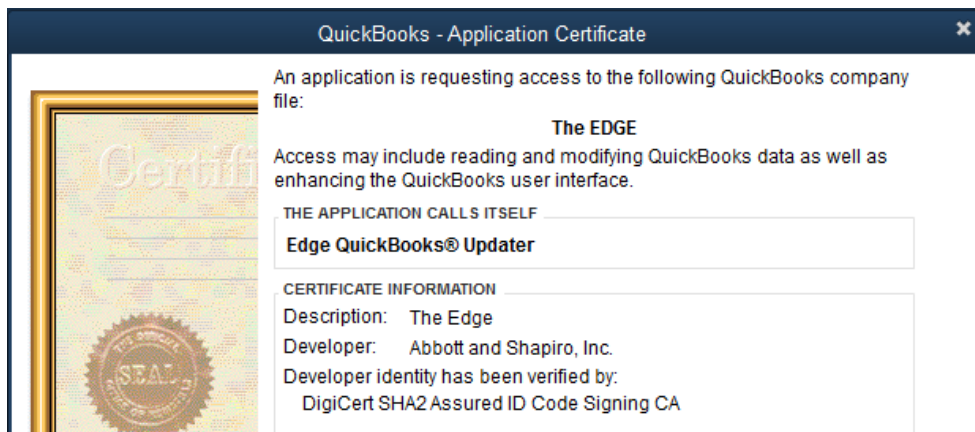
Inventory QuickBooks is a contra-asset account used to hold the credit side of new Edge inventory entered. This credit is posted to QuickBooks and should be managed in QuickBooks as vendor bills are entered. For example:

- In The Edge, items are entered with a cost value of the merchandise.
- The Edge knows nothing of bench supplies, co-op advertising, credits, shipping costs, etc.
- The Edge does not create the vendor invoice and has no direct link to Accounts Payable.
- So if you add a single item to inventory from an invoice to The Edge, and the cost is \$1,000.
- The Edge posts a \$1,000 debit to Inventory Edge and The Edge posts a \$1,000 credit to Inventory QuickBooks.

At some point later the vendor bill is added to QuickBooks; for this example, the invoice is \$1,050.00 (\$1,000 in inventory and \$50 in shipping). You must expense the \$1,000 to inventory QuickBooks (to knock the balance in the Inventory Contra Asset Account back to 0). Expense the \$50 to shipping or whatever expense account appropriate.

Common Errors

Error: This application has not accessed this QuickBooks company data file before. The QuickBooks administrator must grant an application permission to access a QuickBooks company data file for the first time.



Cause: The Edge does not have permission to access QuickBooks. This may happen after updating The Edge. You will probably be prompted to give permission.

Solution: Follow prompts to give the highest permission available. See the section in The Edge User Guide entitled QuickBooks Setup.

Error: “incMisc(accountName) is not set up”

Cause: There is a new Miscellaneous Sale Line setup that is being used at POS. This Miscellaneous Line is not associated with a QuickBooks account.

Solution: Select **Administrative ► QB ► Setup QB Integration ► MISC**. Then select and map the unmapped Misc. Line to an account in QuickBooks. See the section entitled QuickBooks Misc Items Tab for complete details.

Error: QBXML ... There is an invalid reference to QuickBooks PaymentMethod “XYZ” in the ReceivePayment.

Cause: There is a payment method in The Edge that is not setup in QuickBooks. This may result in duplicate deposits.

Solution: Add a Payment Method in QuickBooks with the exact QuickBooks name as the payment method in The Edge. See the section entitled Mapping Payment Methods to QuickBooks for complete details.

Additionally, to remove duplicate deposits:

1. Then, in QuickBooks, go to Banking> Make Deposits and deposit what you know to be real and factual.
2. This puts a checkmark on all the entries in undeposited funds leaving the duplicates as unchecked.
3. Go the chart of accounts and double click undeposited funds.
4. Scroll to the bottom (for the most recent)
5. Highlight the first UNCHECKED entry and press CTRL+D
6. Repeat for all remaining duplicates.

Error: GL Account 'xyz123' is not set up

Cause: A feature in The Edge is not mapped to a GL account (often because integration is incomplete).

Solution: Check the screen at **Admin ► QB ► Setup QB Integration** and ensure every feature is mapped to a QuickBooks account. See the section entitled Mapping The Edge with QuickBooks Accounts for complete details.

Error: QBXML Status: Code = 3171, Severity = Error, Message = An attempt was made to modify a General Journal transaction with a date that is on or before the closing date of the company.

Solution: You will have to remove the closing date in order to post. To remove it:

1. From QuickBooks, select Edit then Preferences.
2. Select the Accounting tab then select Company Preferences.
3. Clear the closing date at the bottom.
4. Once the information has posted you can set the date again.
5. Check for duplicate deposits as described above.

Error: QBXML Status: Code = 3180, Severity = Error, Message = There was an error when saving a General Journal transaction. QuickBooks error message: You may not create or edit a transaction dated on or before the dividing date.

Cause: You are trying to post to QuickBooks, but there has been an accountants' copy made.

Solution: The accountants' copy should be merged back into your company file or the restrictions should be removed. Check for duplicate deposits as described above.