

# Switching To QuickBooks From Another Software Package



Presented by **Scott Gregory**

Certified QuickBooks Enterprise Advisor, Intuit Premier Reseller, CPA



## Don't let QuickBooks be a pain in the asset!

### Help is here!

Benefit from having a trusted, professional advisor on your team at a fraction of the cost of fulltime staff. My clients enjoy our working relationship simply because I don't talk "accounting or technology speak" – I can discuss your problems and offer solutions in plain English. [See what my clients are saying about the help and insight I have provided for them.](#)

[Contact me for help](#) before you throw up your hands in frustration! Working together, we can determine the extent of your QuickBooks problems and put a solution in place. Let's get your QuickBooks and accounting problems ironed out soon!

*"Your training has literally revolutionized the way we run things here. Everyone in our entire company- from Customer Service, Purchasing, Marketing, Shipping to Management has benefitted greatly from what you have taught us! I couldn't recommend your expertise more- I would tell any Quickbooks user that a session with you is mandatory. The ROI is literally 50 fold for our company."*

**- Victoria Marquard-Schultz, Esq.**  
General Counsel & Regulatory Director  
Applied Home Healthcare Equipment, LLC

*"Scott - I just wanted to thank you for helping me out yesterday. After I hung up the phone from our conversation I went out to the girls in my office and asked if my head looked vislbly larger because of all the new knowledge I'd just attained! :-) The information I got from you is invaluable to me. The tools I discovered with your help are literally going to change our ability to process orders faster, more effciently, and, most importantly to me, accurately. I feel so much more confident in my record keeping going forward and verifying my bottomline - it is a huge relief to me. Thanks again!!"*

**- Jan Huisking**  
Holovision



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### Contact Scott Today About QuickBooks

For the fastest response, email Scott at:  
[Scott@BetterBottomLine.com](mailto:Scott@BetterBottomLine.com)

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## Read This First...

- Decided that your twenty year old software has reached the end of the road?
- Frustrated with budget-busting renewal fees for your existing software?
- Interested in QuickBooks and its' "eco-system" of add-ons and plug-ins for your business?

Whatever the reasons may be, if you are considering a move into QuickBooks, there are some very important things you should know.

By doing the proper research and planning, it can help you avoid making bad decisions when it comes to the critical software that runs your business.

As we know all too well, bad decisions cost both time and money – both of which are in short supply in most small businesses.

The following information is designed to help you make an informed decision about moving to QuickBooks. It is built on the "measure twice and cut once" theory where careful planning is done before any action is taken.

If you find this process to be confusing or even overwhelming, I'm here to help you sort it all out...

**FAST FACT #1****Understanding The Versions Of Quickbooks**

**Before you get too far into things, it is important to understand that there are three desktop versions of QuickBooks software for Windows:**

- QuickBooks Pro for Windows
- QuickBooks Premier for Windows
- QuickBooks Enterprise for Windows

**The Premier and Enterprise versions include what are referred to as “industry-specific” versions, including:**

- Manufacturing and Wholesale
- Contractor
- Professional Services
- Retail
- Non-Profit
- General Business

All of these “industry-specific” versions are included in the same installation package when you purchase the software. You simply choose which one you prefer during the actual software installation process. You can [save on your purchase of the desktop versions of QuickBooks](#) at my web site.

For more details on some of the key differences in form, features, and functionality between QuickBooks Pro, Premier and Enterprise, be sure and [download my handy comparison guide today!](#)

Note: There is also a version called QuickBooks Online. This guide does not include any discussion of that version. For more insights on that conversation, [be sure to read my blog post](#).



## **FAST FACT #2**

### **A New Version Of Quickbooks Arrives Every Fall**

If history repeats itself, Intuit will continue to release a new version of their desktop software (Pro, Premier, and Enterprise) every fall, usually in the September/October time frame.

An upgrade to the new edition each fall is not required (see note below about the Enterprise version). You can evaluate whether the new features and functionality included in the new version are worth the cost of the upgrade.

That being said, it is also important to understand that Intuit currently supports their desktop versions of QuickBooks for a three year period. So, a good rule of thumb to follow is that you'll want to plan on an upgrade at least once every three years so that your business is using software that is supported. For more details on this topic, please see my [Upgrading QuickBooks: FAQ guide](#).

**SPECIAL NOTE ABOUT THE ENTERPRISE VERSION** – As of October 2014, QuickBooks Enterprise is ONLY offered for sale on an annual subscription basis (it can be paid for in one annual payment or monthly installments). This means that you will automatically receive the new version of Enterprise each year, as you will be paying for it as part of your subscription. If you don't pay, Enterprise doesn't play. If you don't upgrade Pro or Premier, they still work, even though they may be out of the support window.



## **FAST FACT #3**

### **Be Sure To Download A Trial Copy**

You wouldn't buy a new car without taking it for a test drive, right? The same should apply to your accounting software, especially if you are moving from another package.

With QuickBooks Enterprise, it's easy to get a thirty day free trial. You can [download it directly from my web site](#).

For QuickBooks Pro and Premier, the process is not quite as easy. Intuit used to offer free trials of these versions, but pulled the plug on the idea a while back. An idea to consider - purchase a copy of QuickBooks Pro or Premier, and if you don't find it to your liking, take advantage of the Intuit sixty-day no questions asked return policy. You can return it directly to Intuit for a full refund during this trial period.

One of the key things you'll be doing during the trial is evaluating how the software compares to your needs and requirements. You do have a list of "must have" and "nice to have" features put together, right? This type of information is essential – it will help you understand what features/functionality are critical for your business and which are "ok, but not a big deal" if the software does not have them. You can even use this list later on in the evaluation of add-on software for QuickBooks (discussed below) in case you find QuickBooks lacking in some areas.



## FAST FACT #4

### In The Cloud vs. In The House

The current buzzword in the world of software these days is “in the cloud”.

Briefly, if you are running “in the cloud”, it means that you don’t have any more software to download, install, or configure. You don’t have to run your own server to access your programs and important data. Somebody else is doing it for you. Sometimes for free. Sometimes cloud services are provided for a monthly fee.

Compare this to the traditional “on premise” approach to IT – your own servers and IT support (either internal or outsourced). You have downloads and updates that need to be installed periodically. There are break/fix activities that need to happen when something stops working.

In essence, being “in the cloud” means that your business has made the strategic decision NOT to be in the IT business. Instead, you focus on other activities and processes.

What are the approaches to “on premise” or “in the cloud” for the various versions of QuickBooks?

- **QB PRO/PREMIER** – designed to be an “on premise” solution where it is installed locally on PCs and servers. Alternately, it can be set up with hosting companies (for example, [RightNetworks](#)) to allow anytime, anywhere access for a monthly fee. Please do NOT get the hosting concept confused with the Online Edition of QuickBooks. That is a completely different application.
- **QB ENTERPRISE** – designed to be an “on premise” solution where it is installed locally on PCs and servers. Alternately, can be set up with hosting companies (for example, [RightNetworks](#)) to allow anytime, anywhere access for a monthly fee. Please do NOT get the hosting concept confused with the Online Edition of QuickBooks. That is a completely different application.



## **FAST FACT #5**

### **All The Data From My Current Program Transfers Into Quickbooks, Right?**

Not so fast...

We need to differentiate and define “data” as it applies to QuickBooks.

When they think of moving from their current package into QuickBooks, most folks think that everything (and I mean everything) from their old software can be pulled forward into QuickBooks.

Not true.

When it comes to importing data into QuickBooks, let’s break it down for a closer look:

- **List data** – this type of data would be your general ledger accounts, customer list, vendor list and inventory list. The good news is that there are tools embedded directly into QuickBooks to allow list data to be imported from Excel. The only question here is how much data? How many customers? How many vendors? The bigger the list, the longer it takes the import process to run.
- **Transactional data** – this type of data would consist of things like invoices, vendor bills, checks, deposits and so forth. Surprisingly, there are no built-in tools in QuickBooks to allow for the import of transactional data.

In most cases, historical data is left behind either in a remaining copy of the old software, or it is warehoused in Excel files for lookup purposes. Future transactional data would be in QuickBooks of course.

Many businesses find the concept of trying to pull in transactional data far too costly, confusing, and too time-consuming. That is why they choose to leave it behind. For those bold enough to try, there is an excellent third party tool called [Transaction Pro Importer](#) that can help with the process.

To help explain the dilemma of trying to pull in transactional data, here is an example:

- For every paid invoice that you import into QuickBooks, you also have to import the payment that was posted against it, and then you have to post the bank deposit for that payment. Otherwise, something is going to get out of whack somewhere soon and your books will be messed up. If you are trying to import inventory or employee history, the process gets even more complicated.

**FAST FACT #6****Plan An Adequate Runway For Takeoff**

Over the last thirty years of consulting, I've seen far too many cases of "measure once and cut twice"

What I mean by that is there is far too little work done on the front end of the process (i.e. software trial, data review and cleanup, process mapping, training, etc.). This often ensures the move into QuickBooks is in jeopardy from day one.

Many times, the edict comes down from the ivory tower that "we must be moved into QuickBooks within the next 30 days" or some other commandment such as that. Bad idea. Really bad.

It is essential to allow plenty of time to work through all of the proper steps to ensure that the transition into QuickBooks causes minimal pain and disruption (note that I didn't say pain-free – no software conversion can ever be completely pain-free).

Generally, if properly planned and executed, a 90-120 day runway should be sufficient time to ensure success with a move into QuickBooks. Naturally, every situation is different and yours may take more or less than these suggested guidelines.

**FAST FACT #7****Add-On/Plug-In Testing And Ramp Up**

One of the great things about QuickBooks is that there is an outstanding "eco-system" of thirdparty software packages that "plug-into" QuickBooks in some fashion. These are also referred to as "add-ons" or "bolt-ons." Whatever the name, these packages are designed to supplement QuickBooks in some way. Alternately, the add-on may completely take over certain functionality that is either missing entirely in QuickBooks or not quite up to speed.

If your project has uncovered the need for an add-on in addition to QuickBooks, it is essential to build in the proper amount of time for selection of that add-on, setup, training, and a review of the integration process with QuickBooks.

There is absolutely nothing worse than connecting an add-on to QuickBooks and discovering that it has just dumped a pile of steaming junk into your QuickBooks because it was set up and configured incorrectly.

When it comes to the cost of these add-ons, they range from free to costing thousands of dollars. All depends on what you are trying to accomplish outside of QuickBooks.

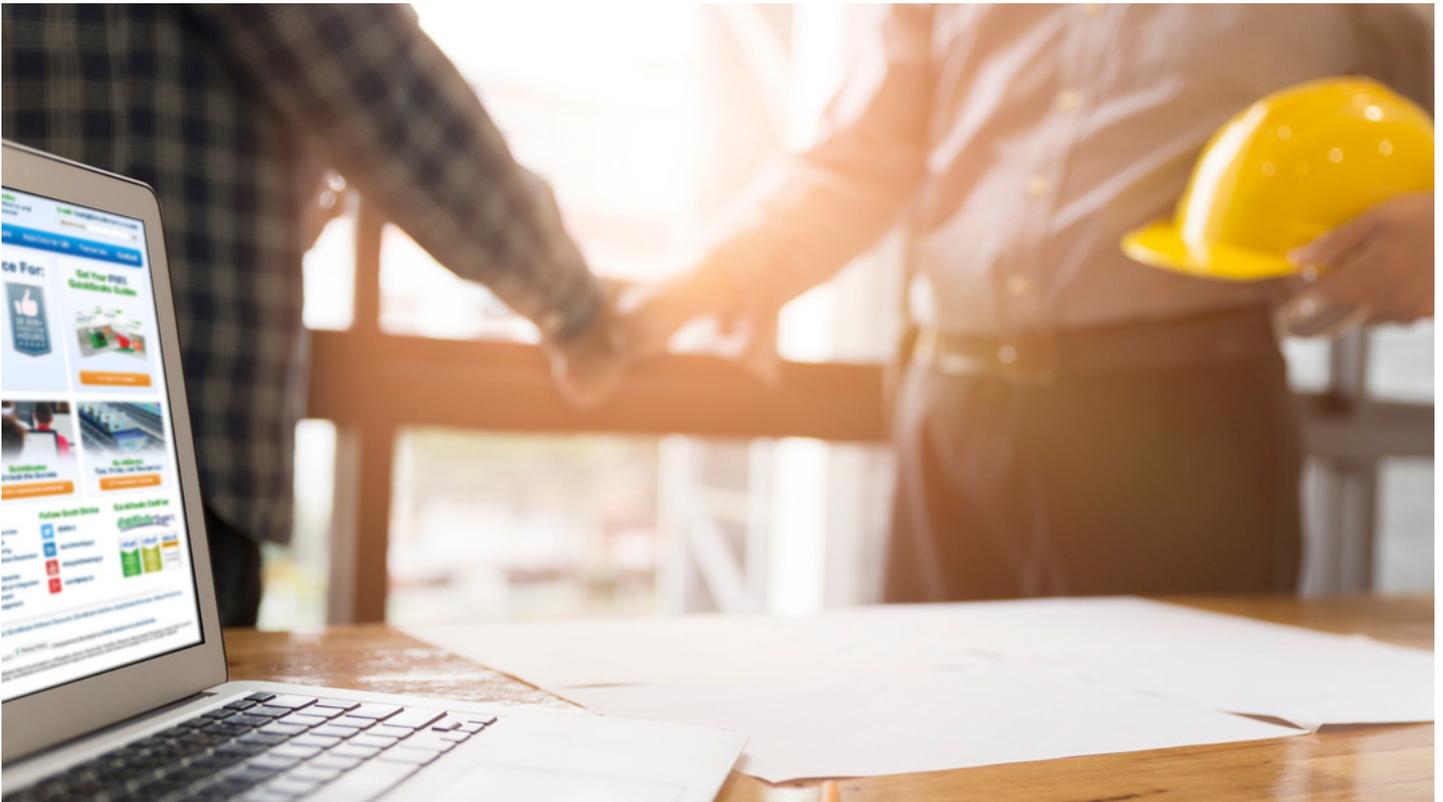
## Get Help To Figure Out What Your Business Needs!

Scott can help you make heads or tails out of the QuickBooks add-on marketplace when it comes to inventory software for distributors and wholesalers.

He offers a value-priced mini-needs assessment service to help you save time on your initial search. He also offers a more comprehensive review of your specific needs for more complicated environments.

**Don't waste another minute trying to sort through the thickest of buzzwords and jargon to determine what is right for you.**

[Click Here To Contact Scott Today](#)



## QuickBooks Services

*"I would definitely recommend Scott Gregory to anyone."*  
- Margo Strunk, Office Manager, AllCraft Wellman, Inc.

Take the guesswork out of using QuickBooks for your financial needs – get the help of a trusted QuickBooks expert that has been helping businesses for years:



### One-To-One Consultation

Let me help resolve areas of confusion and ensure you are using QuickBooks the right way—don't waste time sitting in a "QuickBooks class" and then discover the class doesn't answer your specific questions! We can meet on-site or over the Internet for as little as an hour, or as long as it takes to get things right!



### Initial Quickbooks Setup

Just starting with QuickBooks? If your company data file is not set up correctly, you will be paying for it over and over again in higher accounting fees and troubleshooting expenses. Ensure you start your QuickBooks journey with a solid foundation! Don't blow this critical step in your QuickBooks journey.



### Unlock The Secrets To Using QuickBooks More Effectively

Take advantage of my expertise to work with you and your staff and adapt QuickBooks to the specific needs of your business. You don't even have to leave the office!



### Troubleshooting/Problem Resolution

Working together, we can determine the extent of your QuickBooks problems and put a solution in place to prevent them from happening again. Let's talk before you toss your computer out the window!



### Conversion From An Existing System

Tap into my expertise to help minimize the pains of converting to QuickBooks and ensure success for you and your team! Moving from your existing accounting software to QuickBooks doesn't have to be a scary or budget-busting event.



### Help Selecting The Right QuickBooks Add-On Software

Trying to extend the functionality of QuickBooks? Avoid the classic mistakes many businesses do when looking for new software, especially packages that integrate with QuickBooks. Work with a QuickBooks expert to ensure your success.

## Contact Scott Today About QuickBooks

For the fastest response, email Scott at: [Scott@BetterBottomLine.com](mailto:Scott@BetterBottomLine.com)

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*“Scott Gregory continues to amaze me. Every single client out of the dozens who have purchased Enterprise Solutions from Scott and worked with him have given him a 100% Net Promoter Score. This is very unusual in our industry. It is considered World Class.” – MARIE ARCHULETA, Channel Sales Manager for Intuit*



## About Scott Gregory

**Certified QuickBooks Enterprise Advisor and Intuit Premier Reseller**

Scott has been helping businesses “get it right” with their QuickBooks and business finances for over thirty years.

During that time, he has assisted well over 1,000 businesses, with services such as QuickBooks software installation, training and coaching sessions, and his “[Better Profits Now](#)” program.

Prior to starting his own practice, Scott served as the CFO for a \$15 million manufacturing firm for more than ten years. During his tenure as CFO, Scott was responsible for: \$4 million in inventory, \$4 million in accounts receivable, inventory control, purchasing, information technology and banking relationships.

He is a member of the Certified QuickBooks ProAdvisor program, a CPA, and certified in integrated resource management (CIRM) by APICS. Scott has taught hundreds of business owners, bookkeepers, and CPAs how to use QuickBooks effectively and efficiently through local community colleges and via webinars.

Thousands of QuickBooks users rely on [Scott’s QuickBooks Blog](#) for insight, tips and tricks each and every month.



## Contact Scott Today!

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