

Tips for updating QuickBooks

You can export a report, change certain format

QuickBooks will update and keep these changes

- 1 Renamed report titles
- 2 Font, Fill, and Number formatting
(in row & column headers only)
- 3 Resized columns
- 4 Renamed column & row headers
- 5 Inserted rows & columns
You must enter text or a formula in the row to preserve it.
- 6 New Excel formulas
The updated report must contain the row associated with y
- 7 Inserted text
Make your new text always appear next to a particular row
the text as a formula (e.g. ="inserted text")

**QuickBooks will NOT
support these changes:**

- Font formatting in r
- Inserted rows that a
- Moved data cells

reports in Excel

...ing or add new formulas, and then update it with new QuickBooks data.

	A	B	C	D	E	F	G	H
1						My Company P&L		
2						Profit & Loss		
3						July through August 2012		
4							07/16/12	Aug 16
5						Ordinary Income/Expense		
6						MONEY IN (aka Income)		
7						40100 - Construction Income		
8						40110 - Design Income	3,054.02	3,900.00
9						40199 - Less Discounts given	0.00	-48.35
10						Total 40100 - Construction Income	3,054.02	3,751.65
11						40500 - Reimbursement Income		
12						40520 - Permit Reimbursement Income	0.00	487.00
13						Total 40500 - Reimbursement Income	0.00	487.00
14						Total Income	3,054.02	29,197.65
15						* Labor Income less Design Income	3,054.02	13,227.00
16						Cost of Goods Sold		

non-header cells*
are left empty

- Renamed date columns
- Deleted columns
- Sorted columns
- Inserted columns in between QuickBooks row headers
- User-defined supported ir updated to i

a.

I	J
TOTAL	
6,954.02	
-48.35	*
6,905.67	
487.00	
487.00	
46,343.45	
21,596.71	Labor Diff

7

If formulas may not be
collapsed reports when
the same excel sheet

Southwest Metro Education Foundation
Balance Sheet by Class
As of May 31, 2016

	GTGK	GTMK	Other	Total	ABE	CTE	D. Grunewald	New Beg	SPED	Other	Total	
	<u>Gen Op</u>	<u>Gen Op</u>	<u>Gen Op</u>	<u>Gen Op</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>Scholarship</u>	<u>TOTAL</u>
ASSETS												
Current Assets											<u>Scholarship</u>	
Checking/Savings												
10000 · Charter Bank	<u>34,762.32</u>	<u>4,805.00</u>	<u>21,167.89</u>	<u>60,735.21</u>	<u>6,850.00</u>	<u>-3,000.00</u>	<u>7,315.00</u>	<u>3,600.00</u>	<u>1,000.00</u>	<u>1,500.00</u>	<u>17,265.00</u>	<u>78,000.21</u>
Total Checking/Savings	<u>34,762.32</u>	<u>4,805.00</u>	<u>21,167.89</u>	<u>60,735.21</u>	<u>6,850.00</u>	<u>-3,000.00</u>	<u>7,315.00</u>	<u>3,600.00</u>	<u>1,000.00</u>	<u>1,500.00</u>	<u>17,265.00</u>	<u>78,000.21</u>
Total Current Assets	<u>34,762.32</u>	<u>4,805.00</u>	<u>21,167.89</u>	<u>60,735.21</u>	<u>6,850.00</u>	<u>-3,000.00</u>	<u>7,315.00</u>	<u>3,600.00</u>	<u>1,000.00</u>	<u>1,500.00</u>	<u>17,265.00</u>	<u>78,000.21</u>
TOTAL ASSETS	<u><u>34,762.32</u></u>	<u><u>4,805.00</u></u>	<u><u>21,167.89</u></u>	<u><u>60,735.21</u></u>	<u><u>6,850.00</u></u>	<u><u>-3,000.00</u></u>	<u><u>7,315.00</u></u>	<u><u>3,600.00</u></u>	<u><u>1,000.00</u></u>	<u><u>1,500.00</u></u>	<u><u>17,265.00</u></u>	<u><u>78,000.21</u></u>
LIABILITIES & EQUITY												
Equity												
30000 · Opening Balance Equity	11,036.84	0.00	17,615.05	28,651.89	0.00	0.00	0.00	3,500.00	0.00	0.00	3,500.00	32,151.89
32000 · Unrestricted Net Assets	15,570.76	10,730.00	-13,535.36	12,765.40	4,300.00	0.00	7,315.00	2,300.00	0.00	0.00	13,915.00	26,680.40
Net Income	<u>8,154.72</u>	<u>-5,925.00</u>	<u>17,088.20</u>	<u>19,317.92</u>	<u>2,550.00</u>	<u>-3,000.00</u>	<u>0.00</u>	<u>-2,200.00</u>	<u>1,000.00</u>	<u>1,500.00</u>	<u>-150.00</u>	<u>19,167.92</u>
Total Equity	<u>34,762.32</u>	<u>4,805.00</u>	<u>21,167.89</u>	<u>60,735.21</u>	<u>6,850.00</u>	<u>-3,000.00</u>	<u>7,315.00</u>	<u>3,600.00</u>	<u>1,000.00</u>	<u>1,500.00</u>	<u>17,265.00</u>	<u>78,000.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>34,762.32</u></u>	<u><u>4,805.00</u></u>	<u><u>21,167.89</u></u>	<u><u>60,735.21</u></u>	<u><u>6,850.00</u></u>	<u><u>-3,000.00</u></u>	<u><u>7,315.00</u></u>	<u><u>3,600.00</u></u>	<u><u>1,000.00</u></u>	<u><u>1,500.00</u></u>	<u><u>17,265.00</u></u>	<u><u>78,000.21</u></u>