

# BMS-QuickBooks Online Integration

Release 4.0.28 | Version 1.0



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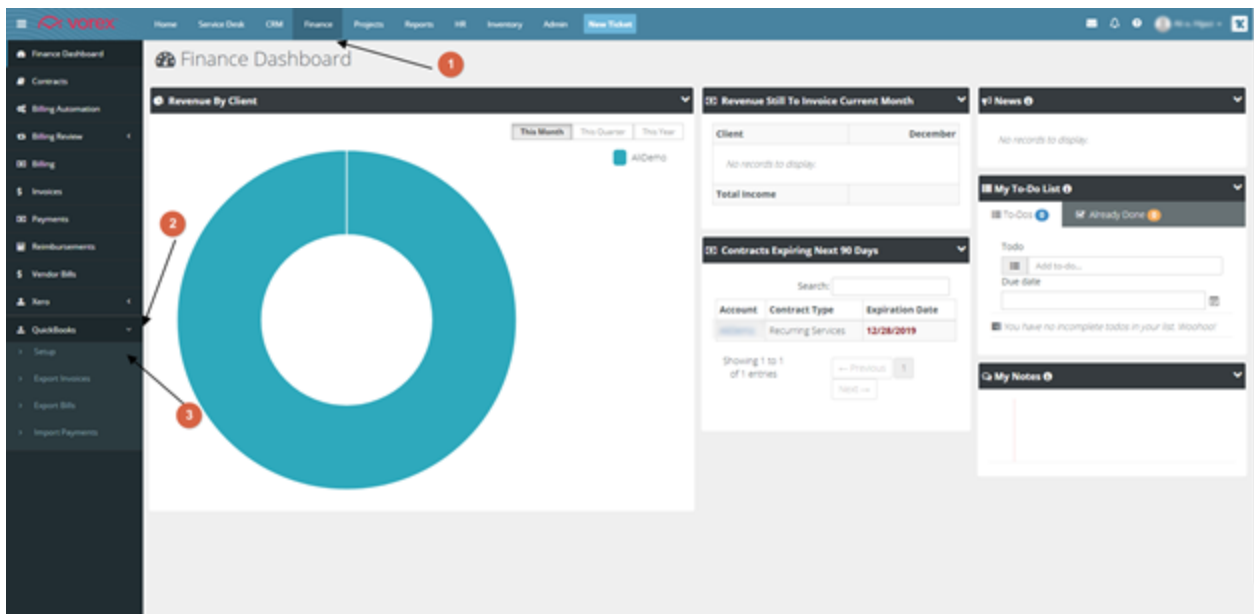
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# QuickBooks Connection

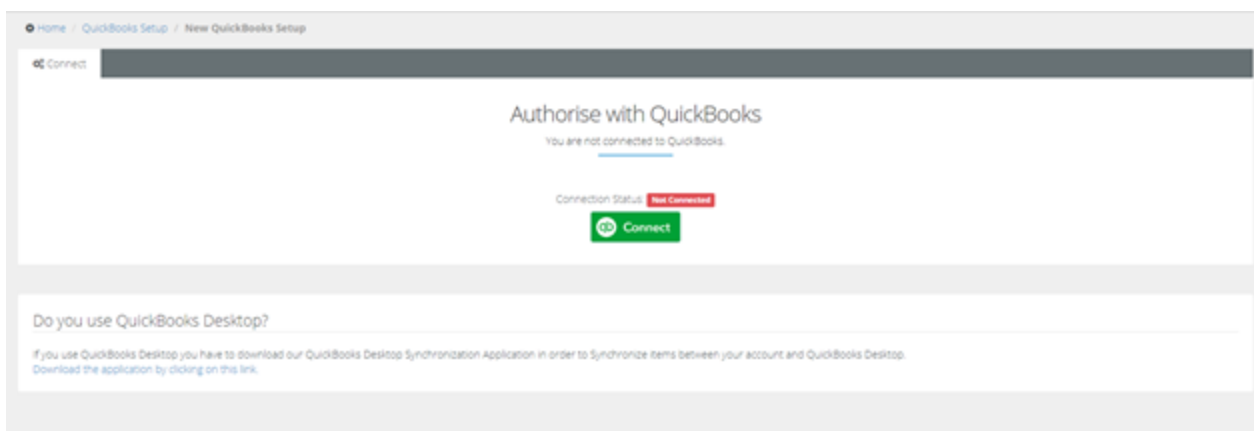
Assuming you have an active QuickBooks (<http://quickbooks.intuit.com>) account.

In order to setup BMS with QuickBooks you need first to connect to QuickBooks Online.

## Connecting to QuickBooks online:

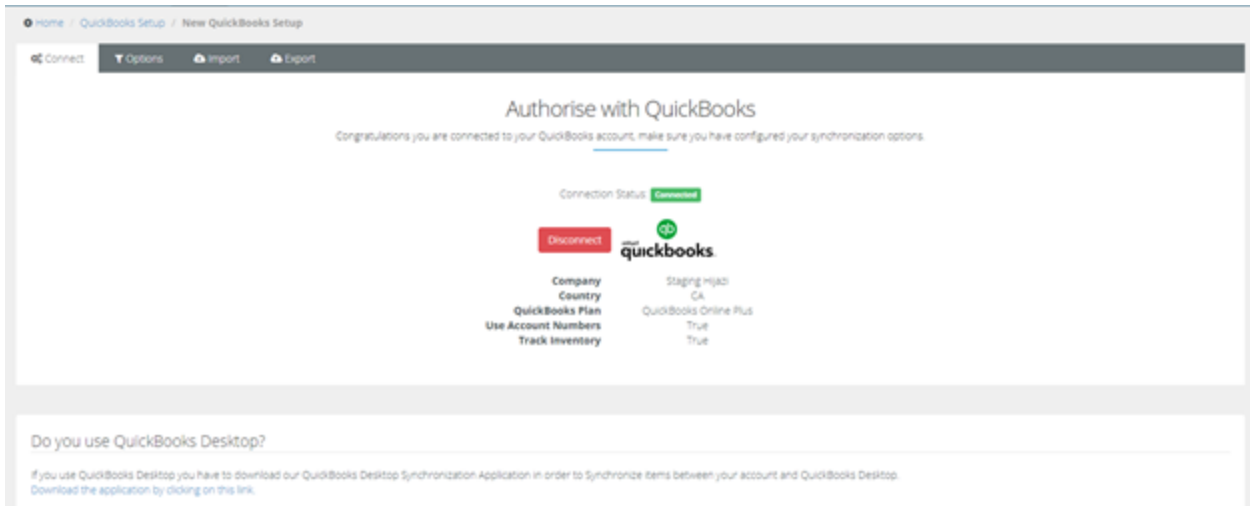


- 1 Navigate to Finance Module, then select QuickBooks > **Setup**.
- 2 Press the **Connect** button, you will be redirected to QuickBooks Online automatically.



- 3 Enter your QuickBooks credentials.

- 4 After validating the entered credentials, you will be automatically redirected to BMS again with some of your QuickBooks Online information displayed:
- Company name
  - Country
  - QuickBooks online plan
  - Use account numbers (settings for charts of accounts)
  - Track inventory (settings for inventory products)



# Setup and Default Settings

In this latest version of the QuickBooks Online integration, a new Setup > **Options** page was introduced to address some business differences between and QuickBooks Online.

- 1 Navigate to Finance Module, then select QuickBooks > **Setup**.
- 2 Select the Options tab and start filling your default settings.

The next drop downs are populated from QuickBooks Online data:

- **The Service Items Accounts section** - to handle missing Income/Expense chart of accounts for services and non inventory products .
- **The Inventory Items Accounts section**- to handle missing in Income/Expense/Asset chart of accounts for inventory products .
- **The Tax Codes Defaults section**- to handle missing taxable and non taxable taxes; this is specifically for US users.

## Invoice Defaults section

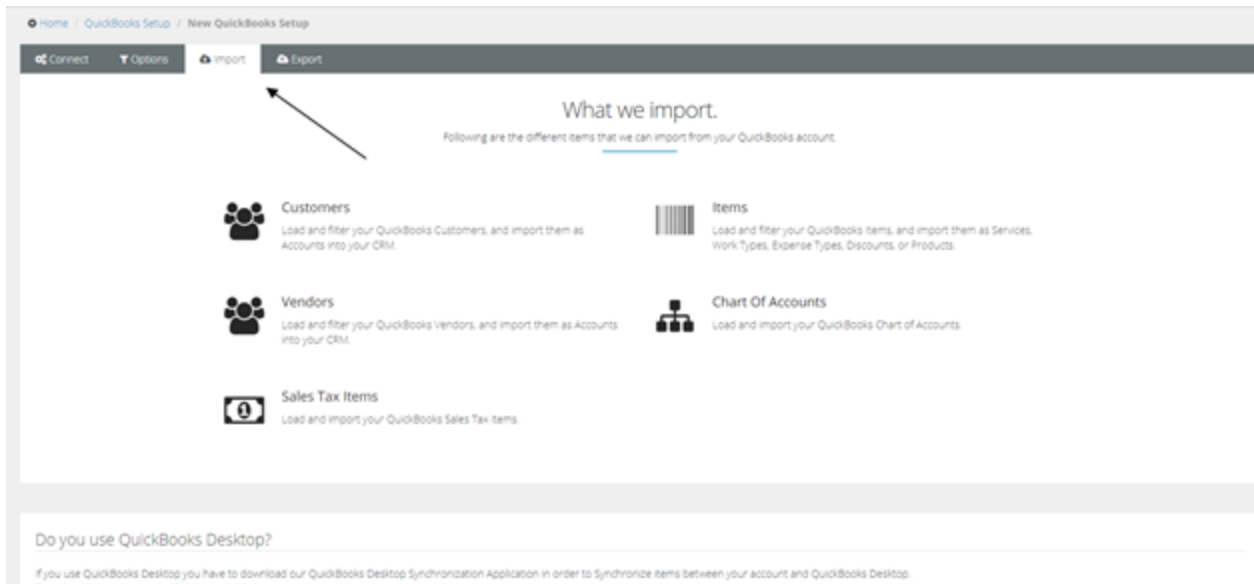
This section is specific for invoicing settings.

- **QB Invoice Numbers** - this option specifies whether to use Invoice Numbers, Ids, or QuickBooks invoice numbers.
- **Invoice Due Date** - this option specifies the default due date for invoices.
- **PO Number Custom Field Name and Order**- this option matches with the custom field added in QuickBooks company settings.
- **PO Number QuickBooks Custom Field Name and Order**- this option to decide adding the PO number or not.

- **Allow Online ACH Payment** - this option for allowing payments by bank transfers.
- **Allow Online CreditCard Payment** - this option allows credit card payment or not.
- **CRM Account Name maps to** - this option to decide whether to depend on Vendor/Customer Name or their Corresponding Company name in mapping.



# Import Section

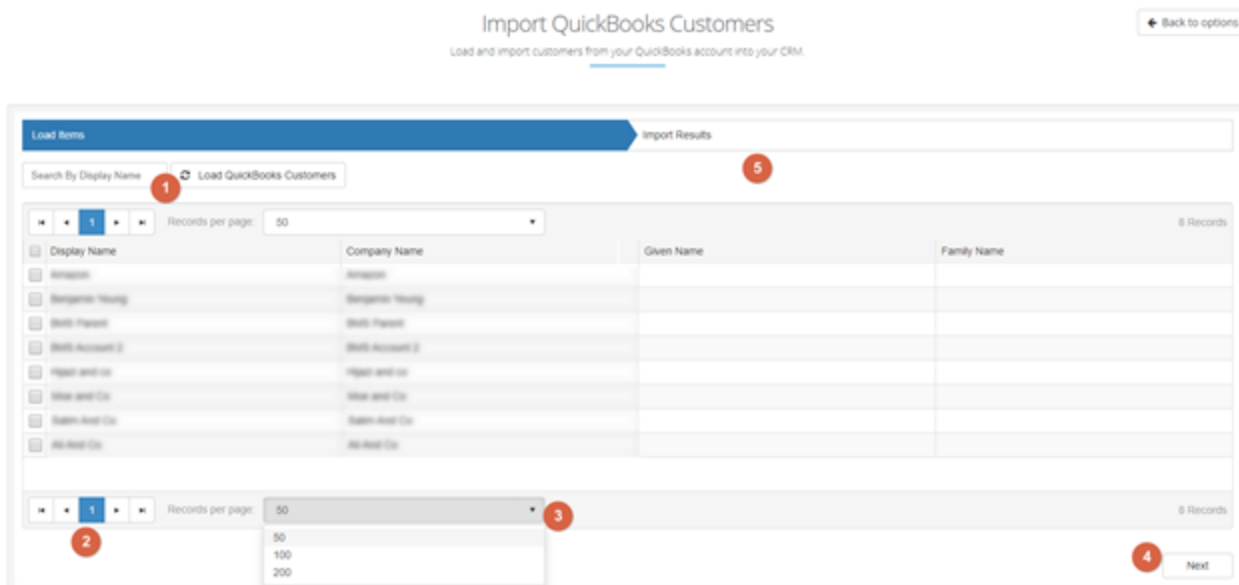


Once connection and options are established, you can now start importing data from QuickBooks to BMS.

## Import QuickBooks Customers

Once you click on Customers section, customers will be loaded from QuickBooks pages into a grid so that you are able to select your page size and retrieve as much data as you have:

**Note:** Paging is applied on all the below grids for all items.



- 1- you can search for specific customer by his name
- 2- you can navigate to any page you aim.
- 3- you can select your page size, once changed data will be loaded again based on your selection.
- 4,5- once you select your data you can either press next or the tab Import results and your process will begin.

## Import QuickBooks Vendors

Vendors follow the same procedure as customers, you are able to load, page, search , and import your QuickBooks vendors to BMS.

### Import QuickBooks Vendors

Load and import vendors from your QuickBooks account into your CRM.

← Back to options

Load Items
Import Results

Load QuickBooks Vendors

Display Name	Company Name	Given Name	Family Name
<input type="checkbox"/> Bill Matthews	Bill Matthews		
<input type="checkbox"/> Bill Smith	Bill Smith		
<input type="checkbox"/> Bill Brown	Bill Brown		
<input type="checkbox"/> William Matthews	William Matthews		
<input type="checkbox"/> William Matthews	William Matthews		
<input type="checkbox"/> William Smith	William Smith		
<input type="checkbox"/> William Smith	William Smith		
<input type="checkbox"/> Bill	Bill		

Records per page:

50

7 Records

50

100

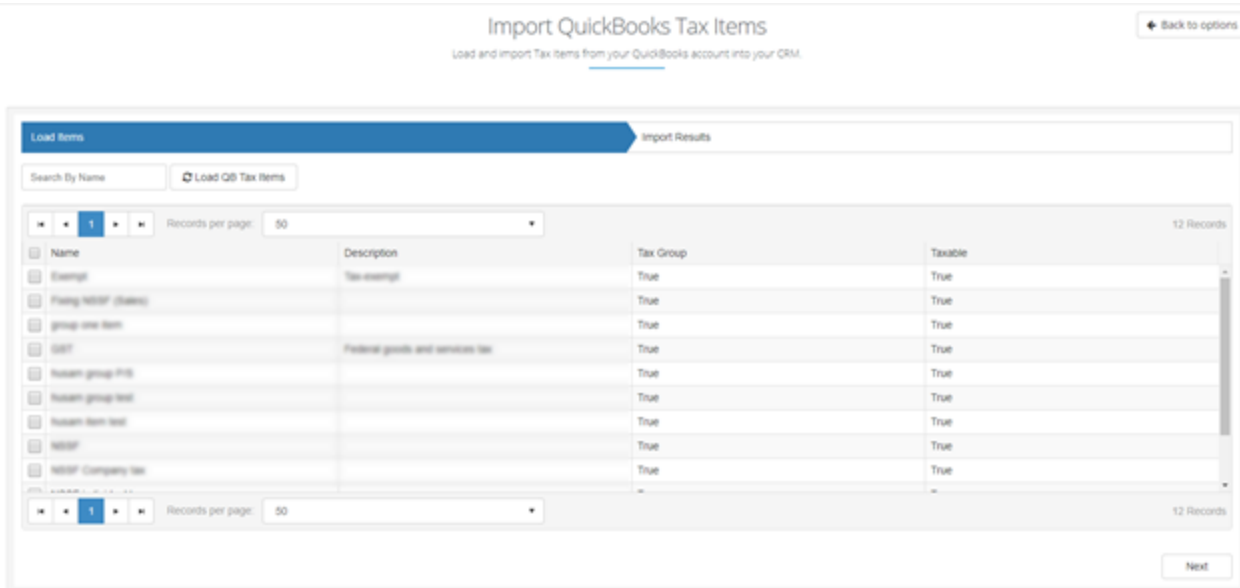
200

Next

**IMPORTANT!** For both Customers and Vendors, once a child account is selected and triggered for import procedure the child is synced with his parent automatically in order to maintain the hierarchy.

## Import QuickBooks Sales Tax Items

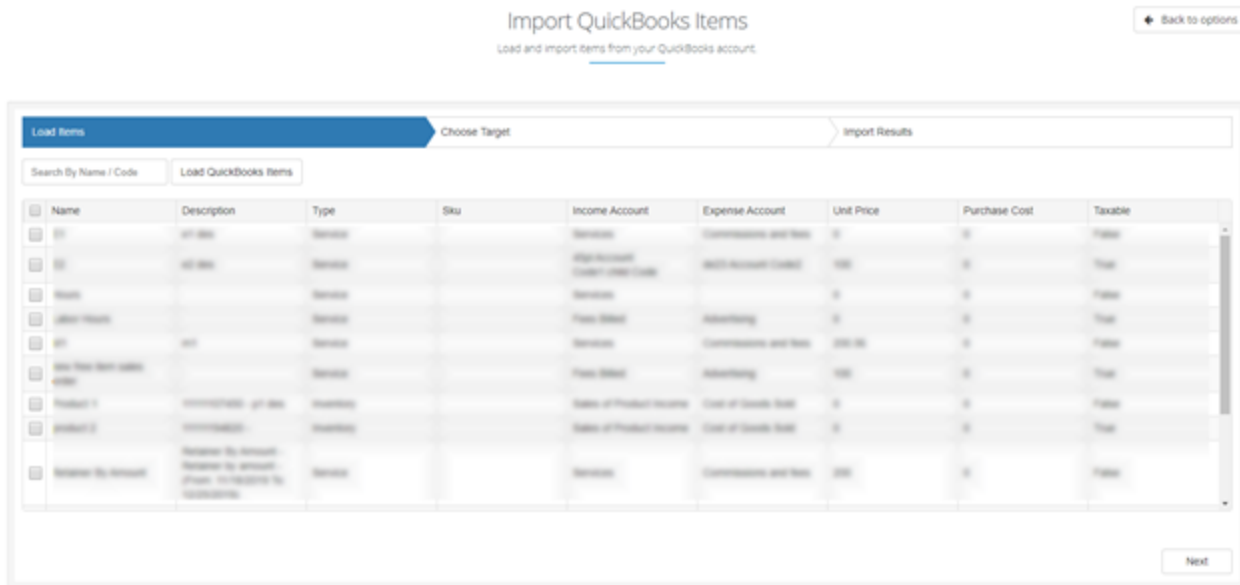
Once selected all tax items and groups will be loaded from QuickBooks into a paged, searchable grid allowing you to select and import your taxes.



**Note:** Once a group tax is selected it will be imported with all of it's items.

### Import QuickBooks Items

In this section, services and products are loaded into the same paged searchable grid, but before starting the import procedure you need to decide the target where you want to export your items.



Once Next or Choose Target tab is pressed, you will need to decide the target of your import (as on the image below).

### Import QuickBooks Items

Load and import items from your QuickBooks account.

[← Back to options](#)

Load Items
Choose Target
Import Results

#### Specify Import Target

- Service**  
Import the items as Service items. Admin -> Finance -> Services
- Product**  
Import the items as Products in your inventory. Inventory -> Products
- Work Type**  
Import the items as Work Type items. Admin -> Finance -> Work Type
- Discount Type**  
Import the items as Discount Type items. Admin -> Finance -> Discount Type
- Expense Type**  
Import the items as Expense Type items. Admin -> Finance -> Expense Type

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**Note:** Same item *may* be imported into all available targets

## Import QuickBooks Accounts

Chart Of Accounts are loaded from QuickBooks into a paged, searchable grid allowing you to select and import your accounts.

### Import QuickBooks Accounts

Load and import accounts from your QuickBooks account as Chart of Accounts.

[← Back to options](#)

Load Items
Choose Target
Import Results

[↻ Load QuickBooks Chart of Accounts](#)

Code	Name	Description	Type
<input type="checkbox"/>	4000	Account Credit	Other Income
<input type="checkbox"/>	4100	Loan Code	Other Income
<input type="checkbox"/>	4200	Account Credit	Other Income
<input type="checkbox"/>		Accounts Receivable (A/R)	Accounts Receivable
<input type="checkbox"/>		Advertising	Expense
<input type="checkbox"/>		Bank charges	Expense
<input type="checkbox"/>		Mobile Expense Income	Income
<input type="checkbox"/>		Commissions and Fees	Expense
<input type="checkbox"/>		Cost of Goods Sold	Cost of Goods Sold

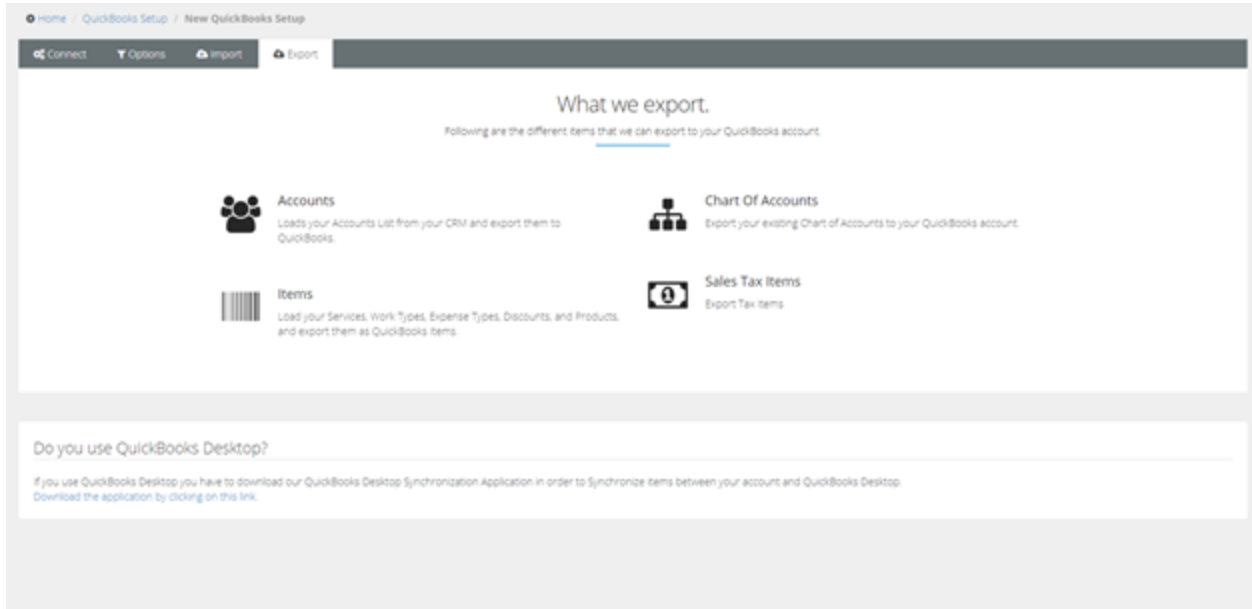
54 Records

[Next](#)

**Note:** Once a child chart of account is selected for import it will be imported with its corresponding parent.

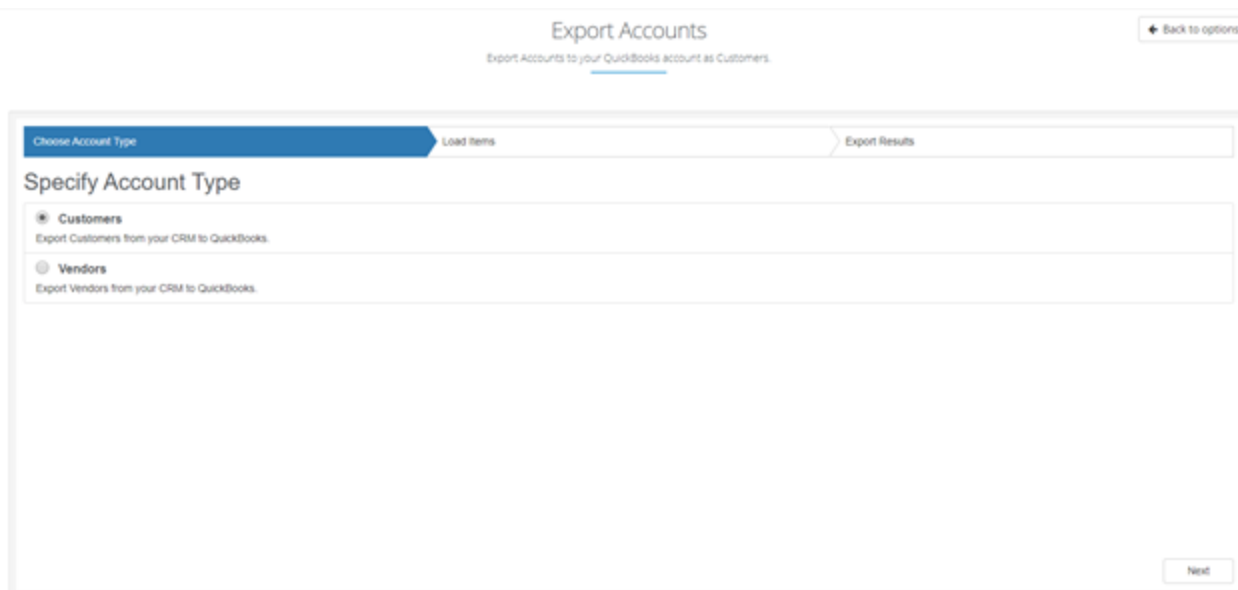
# Export Section

This section is for exporting data from BMS to QuickBooks.



## Export Accounts

In accounts section you must specify the account type before loading data from BMS.

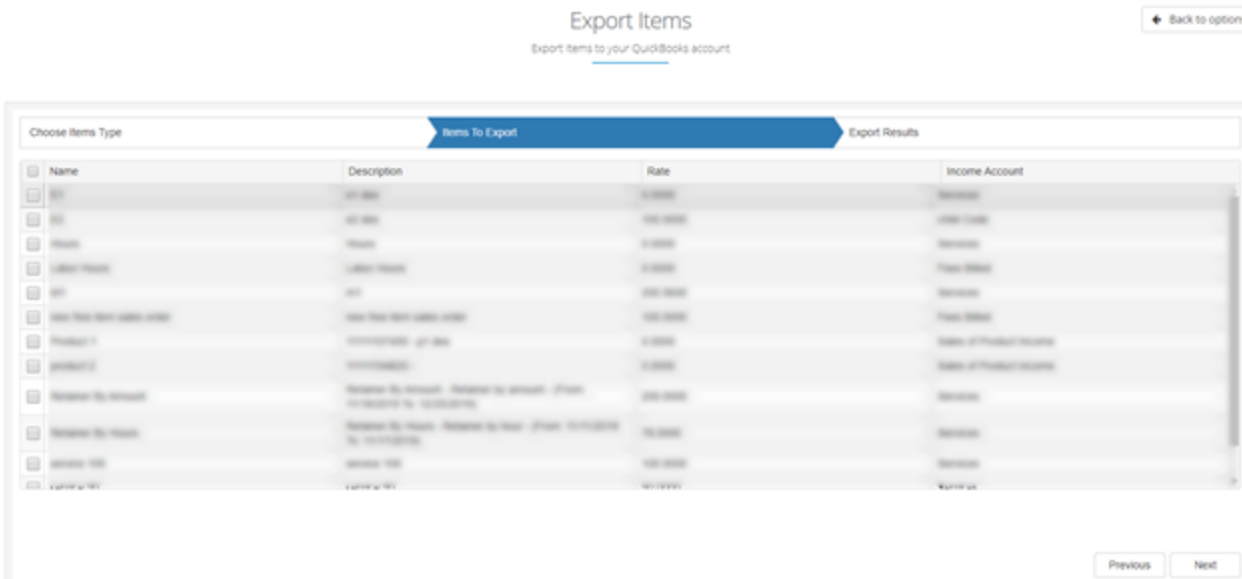
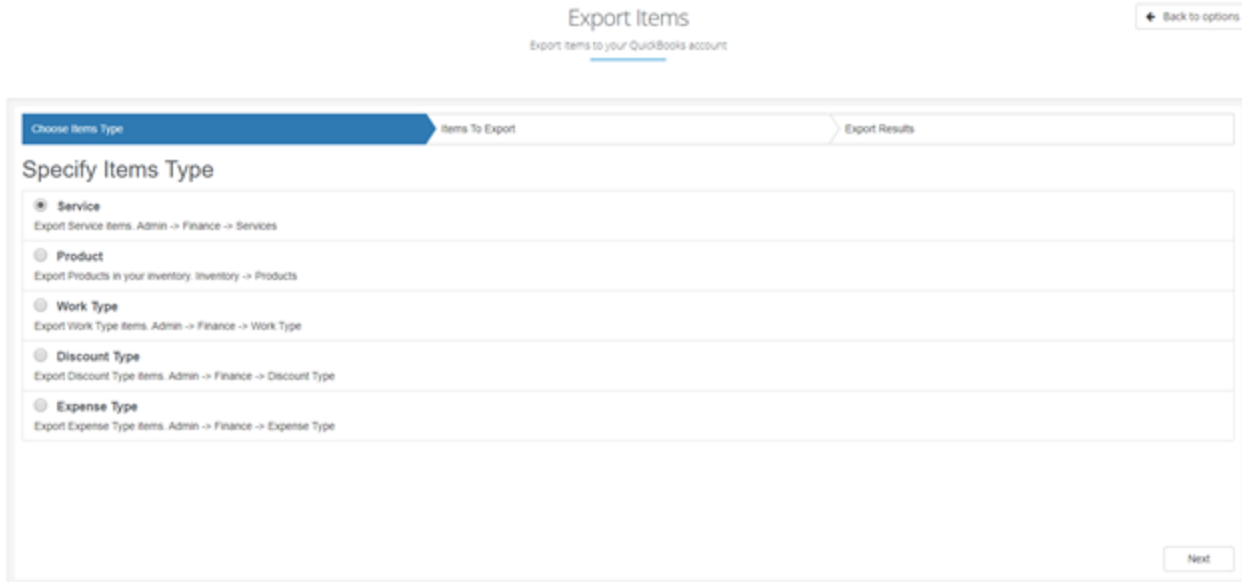


After specifying the type of the accounts, data will be loaded correspondingly from BMS and then you can select and Export data to QuickBooks.

**Note:** Once a child account is selected for export it will be exported with its corresponding parent.

### Export Items

In this section you should specify the item type first, which is the data source where grid will be populated from. Then you can select items and proceed with your export.



### Export Chart Of Accounts

Chart Of Accounts are loaded from BMS, select target then proceed with your export.

**Export Chart of Accounts**  
Export Chart of Accounts to your QuickBooks account as accounts

[Back to options](#)

Load Items
Export Results

Load BMS Chart of Accounts

Code	Name	Type	Last Sync Date
<input type="checkbox"/>	Services	Income	
<input type="checkbox"/>	Franchise	Expense	
<input type="checkbox"/>	Commissions and Fees	Expense	
<input type="checkbox"/>	Account Credit	Other Income	
<input type="checkbox"/>	Account Credit	Other Income	
<input type="checkbox"/>	Phone Bill	Income	
<input type="checkbox"/>	Advertising	Expense	
<input type="checkbox"/>	Sales of Product Income	Income	
<input type="checkbox"/>	Cost of Goods Sold	Cost of Goods Sold	
<input type="checkbox"/>	Inventory Asset	Other Current Asset	
<input type="checkbox"/>	Bank Card	Other Income	

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### Export Sales Tax Items

Once selected all tax items and groups will be loaded from BMS into a paged, searchable grid allowing you to select and Export your taxes.

**Export Tax Items**  
Export Tax items to your QuickBooks account as accounts

[Back to options](#)

Load Items
Export Results

Load BMS Tax Items

Name	Description	Rate	Is Tax Group	Last Sync Date
<input type="checkbox"/>	State Tax	0.0000	False	1/1/2019
<input type="checkbox"/>	Local	0.0000	False	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019
<input type="checkbox"/>	State Tax	0.0000	True	1/1/2019

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**Note:** Once a group tax is selected it will be exported with all of it's items .

# Export Invoices


This procedure configures the synchronization of invoice data between Quickbooks and BMS.

**Note:** Only after an invoice has been successfully generated and its status set to Ready to Send, Sent, Partially Paid, or Fully Paid you can open the invoice in QuickBooks.

- 1 Click the Invoices Export page.
- 2 Search for your invoice by date range, invoice number , invoice account , or you can load all.
- 3 Select the invoices to send to Quickbooks.
- 4 Click **Export** selected Invoices to QuickBooks.

**Export Invoices to QuickBooks**  
Load Ready to Send invoices from your account and export them to your QuickBooks account.

Options **Invoices to Export** Export Results

  **All Invoices**  
Loads all the ready to be exported invoices (Status: Ready To Send / Sent) from your account to be exported to your QuickBooks Account.

**Invoices By Date Range**  
Loads all the ready to be exported invoices (Status: Ready To Send / Sent) from your account within the **selected dates** to be exported to your QuickBooks Account.

From Date:  To Date:

Invoice Number:  Invoice Account:



### Export Invoices to QuickBooks

Load Ready to Send Invoices from your account and export them to your QuickBooks account.

Options **Invoices to Export** Export Results

Customer Information			Invoice Information			
Customer	Site	Invoice#	Date	Due Date	Total	
▶ <input type="checkbox"/> Wilson and Co	West	INV_7	Thursday, December 5, 2019	Thursday, December 5, 2019	\$100.00	
▶ <input type="checkbox"/> Wilson and Co	West	INV_8	Friday, December 6, 2019	Friday, December 6, 2019	\$100.00	

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# Export Bills

This procedure configures the synchronization of Bills data between Quickbooks and BMS.

- 1 Click the Bills Export page.
- 2 Search for your Bill by date range or you can load all.
- 3 Select the Bills to send to Quickbooks.
- 4 Click Export selected Bills to QuickBooks.

**Export Bills to QuickBooks**  
Load Vendor Bills from your account and export them to your QuickBooks account.


Synchronization Options Bills To Export Export Results

**Export Bills to QuickBooks Online**  
Load Ready to Send vendor bills from your account and export them to your QuickBooks Online account.

**All Bills**  
Loads all the ready to be exported bills from your account to be exported to your QuickBooks Account.

**Bills By Date Range**

From Date:  To Date:



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**Export Bills to QuickBooks**  
Load Vendor Bills from your account and export them to your QuickBooks account.

Synchronization Options Bills To Export Export Results

Reference#	Vendor Name	Bill Date	Due Date	Amount
<input type="checkbox"/> VB_192	Shaping Vendor	Dec 9 2019 12:00AM	Nov 9 2020 12:00AM	\$60.00
<input type="checkbox"/> VB_194	Shaping Vendor	Dec 9 2019 12:00AM	Nov 9 2020 12:00AM	\$60.00
<input type="checkbox"/> VB_195	Shaping Vendor	Dec 9 2019 12:00AM	Nov 9 2020 12:00AM	\$60.00

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# Import Payments

This procedure configures the synchronization of payment data between QuickBoks and BMS.


- 1 Click the Payments Page in the Menu tab.
- 2 Search for Payment By date range, payment number , or load them all.
- 3 Select the individual payments to import.
- 4 Review the list of imported payments on the Synchronization Results tab.

### Import QuickBooks Payments

Load and import payments from your QuickBooks account.

Back to Options

Options
Load Payments
Import Results



**Filter Payments**  
Loads payments from QuickBooks within the **selected dates** to be imported.  
\*max. period length = 31 days

From Date:

To Date:

Payment Number:

Next

### Import QuickBooks Payments

Load and import payments from your QuickBooks account.

Back to Options

Options
Load Payments
Import Results

<input type="checkbox"/>	Ref#	Date	Customer	Amount	Unapplied Amount
<input type="checkbox"/>	weh10048120	12/02/2019	All-And Co.	\$10.00	\$0.00
<input type="checkbox"/>	weh142	12/02/2019	All-And Co.	\$1,200.00	\$0.00

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# Logging

After any Import or Export procedure, you will get a final message describing the state of the status with all affected items during this procedure. you can press show transaction Logs and check all affected items.

The screenshot shows the 'Import QuickBooks Payments' interface. At the top, it says 'Import QuickBooks Payments' and 'Load and import payments from your QuickBooks account.' There is a 'Back to Options' button in the top right. Below this, there are three tabs: 'Options', 'Load Payments', and 'Import Results'. The 'Import Results' tab is active. A green success message reads: '✓ (JOB#92006) - Your requested job was completed. Please check the logs for more information.' Below the message is a 'Show Transaction Logs' button. At the bottom right, there are 'Previous' and 'Finish' buttons.

The screenshot shows a table of transaction logs. At the top, there is a green success message: '✓ (JOB#92006) - Your requested job was completed. Please check the logs for more information.' Below the message is a table with two columns: 'DateTime' and 'Message'. The table contains 13 rows of log entries, all indicating successful imports for various customers. At the bottom right, there are 'Previous' and 'Finish' buttons.

DateTime	Message
-	(Job#92006) - Job transaction logs.
5:06:49 PM	Customer 'M&A&L Co' Imported Successfully
5:06:49 PM	Customer 'Y&W and Co' Imported Successfully
5:06:49 PM	Customer 'S&M-As&L Co' Imported Successfully
5:06:49 PM	Customer 'Y&W and Co' Imported Successfully
5:06:49 PM	Customer 'S&M-As&L Co' Imported Successfully
5:06:49 PM	Customer 'Y&W and Co' Imported Successfully
5:06:49 PM	Customer 'H&S and Co' Imported Successfully
5:06:49 PM	Customer 'W&B Account 2' Imported Successfully
5:06:49 PM	Customer 'W&B Passer' Imported Successfully
5:06:49 PM	Customer 'W&B Passer' Imported Successfully

# Data Mapping

The following tables describe the data mapping between BMS and QuickBooks Online.

## Account Code

QuickBooks entity: **Account**

BMS Fields	QuickBooks Field
Account Code	Field Number
Account Name	Name
Description	Description
Account Type	Account Type
Parent Account	Parent Account

## Product

QuickBooks entity: **Inventory/Non-Inventory Product**

BMS Field	QuickBooks Field
Product Name	Name
Product Description	Description
Expense Account	Expense Account
Income Account	Income Account
Requires Procurement (Yes/No)	Inventory/Non-Inventory

## Work Type

QuickBooks entity: **Service**

BMS Field	QuickBooks Field	Notes
Work Type Name	Name	
Description	Description on sales form	
Income Account	Income Account	
Taxable	Inclusive of tax	non-US companies

Expense Account	Expense account	
-----------------	-----------------	--

## Services

QuickBooks entity: **Service**

BMS Field	QuickBooks Field	Notes
Service Name	Name	
Unit Price	Sales price/rate	
Description	Description on sales form	
Income Account	Income Account	
Taxable	Inclusive of tax	non-US companies
Expense Account	Expense account	

## Expense Type

QuickBooks entity: **Service**

BMS Field	QuickBooks Field	Notes
Name	Name	
Description	Description on sales form	
Income Account	Income Account	
Taxable	Inclusive of tax	non-US companies
Expense Account	Expense account	

## Discount Type

QuickBooks entity: **Service**

BMS Field	QuickBooks Field	Notes
Name	Name	
Description	Description on sales form	
Income Account	Income Account	
Taxable	Inclusive of tax	non-US companies
Expense Account	Expense account	

## Tax Group

QuickBooks entity: **Group rate**

BMS Field	QuickBooks Field	Notes
Name	Group Rate	
Tax Rate	Sum of added sub tax items	You can only ad 5 children using Tax rate dropdowns
Description	Description	
Related Tax Items	Sub Tax Items	Refer to the following Tax Item mapping

## Tax Item

QuickBooks entity: **Custom Tax**

BMS Field	QuickBooks Field	Notes
Name	Group Rate	
Tax Rate	Rate	You need to check "I collect this on sales" first
Tax Agency	Tax Agency Name	

## Accounts

QuickBooks entity: **Customer/Vendor**

BMS Field	QuickBooks Field	Notes
Account	Display name as/Company	
Website	Website	
Description	Display name as	
Address Line 1	Street Line 1	<ul style="list-style-type: none"> <li>In case of customer : 1-QB billing address is mapped to BMS billing address 2-QB Shipping address is mapped to S main address</li> <li>In case of vendor: 1-QB billing address is mapped to BMS billing address 2- no shipping address , main site not filled</li> </ul>
Address Line 2	Street Line 2	
City	City/Town	

State	State/Province	
Post Code	Postal code	
Country	Country	
Phone Number	Phone	
Fax Number	Fax	
Email Address (Billing Address Info)	Email	

## Invoice

QuickBooks entity: **Invoice**

BMS Field	QuickBooks Field	Notes
Account	Customer	
P.O.Number	Customer field, PO Number	This field should be configured in company settings in quick books as a custom field.
Invoice Date	Invoice date	
Due Date	Due date	
Notes	Message on invoice/Message on statement	
Tax Item	Sales Tax	Where automatic sales tax calculation is disabled.
Total Price	Total	
Grand Total	Balance due	
Address Line 1	Billing Address	
Address Line 2		
City		
State		
Country		
Post Code		
Email Address(Billing Address Info)	Customer email	The first email address in BMS invoice

Invoice Item



QuickBooks entity: **Invoice Item**

BMS Field	QuickBooks Field	Notes
Item Name	Product/Service	
Description	Description	
Quantity	QTY	
Unit Price	Rate	
Total Price	Amount	
Taxable	Taxable (Yes/No)	In non-US companies: the product/service tax will be the same as the invoice tax item.

## Payment

QuickBooks entity: **Payment**

BMS Field	QuickBooks Field
Account	Customer
Payment Date	Payment Date
Reference #	Reference no
Payment type	Payment method
Memo	Memo
Invoice Number	Description
Amount	Amount Received

## Vendor Bill

QuickBooks entity: **Expense**

BMS Field	QuickBooks Field
Vendor	Vendor
Create On	Bill Date
Due Date	Due Date
Reference #	Bill no.
Amount	Balance Due

Memo	Memo
------	------