CloudBuilders

QB Connect Pro User Guide

TABLE OF CONTENTS

Introduction

The document will guide you through the process of integrating the Cloud Builders QB Connect application with your Salesforce org. It is broken into three sections: Installation, Configuration and the User Manual.

You may email any support questions to support@cloud-builders.com or call us at:
480-382-1372

Prerequisites

Enable Quote:

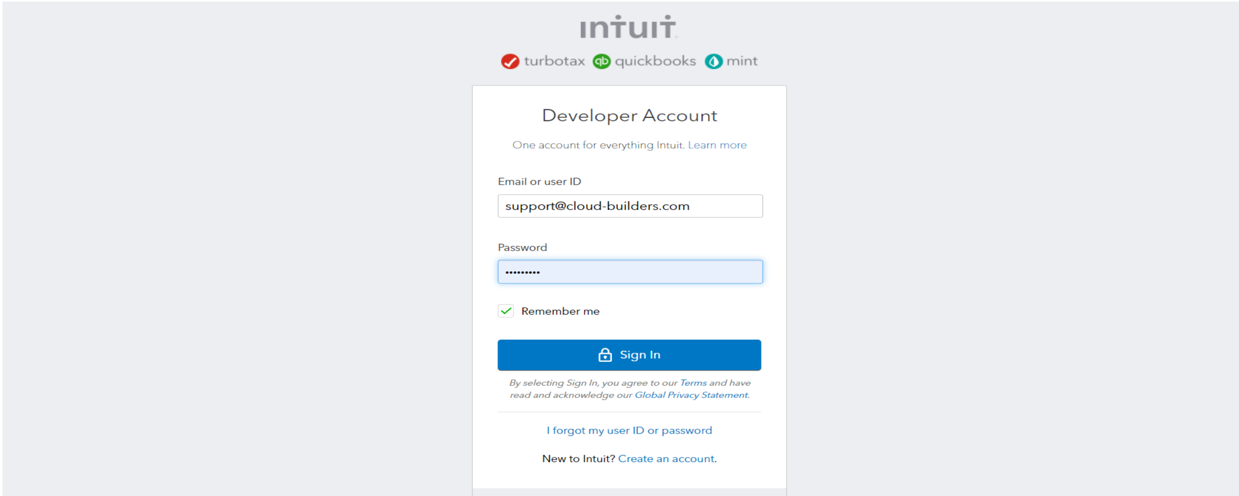
When attempting to install the QB Connect integration App, you might get the error "Missing Organization Feature: Quotes" if the Quotes is not enabled. You will need to have administrative rights to your Salesforce account to make this change.

Go to Salesforce, and after you sign in follow these steps:

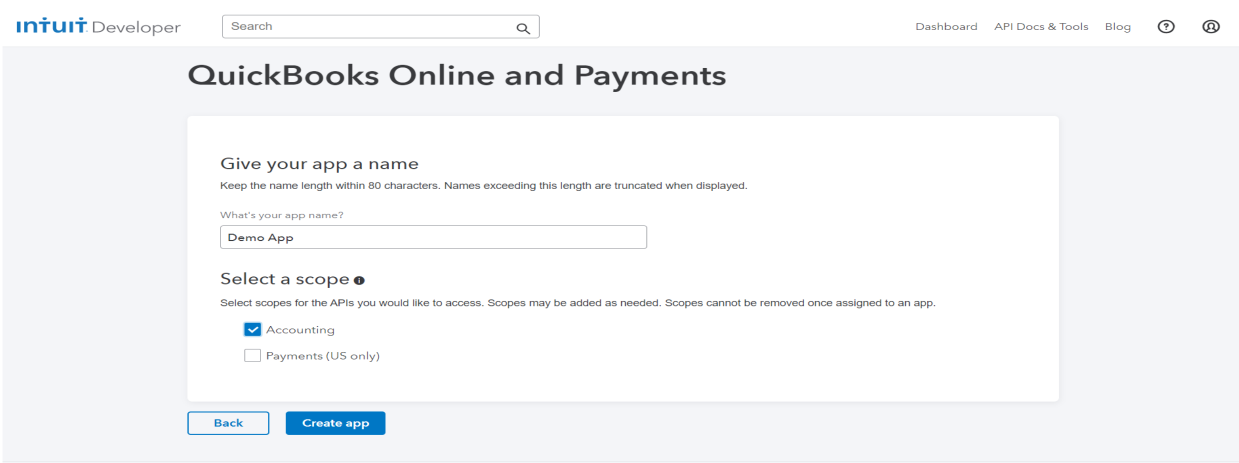
1. Click "Setup"
2. Under App Setup or Build section, Click "Customize"
3. Click "Quotes"
4. Click "Settings"
5. Click the checkbox to "Enable Quotes"
6. Click "Save"

Quickbooks app and keys:

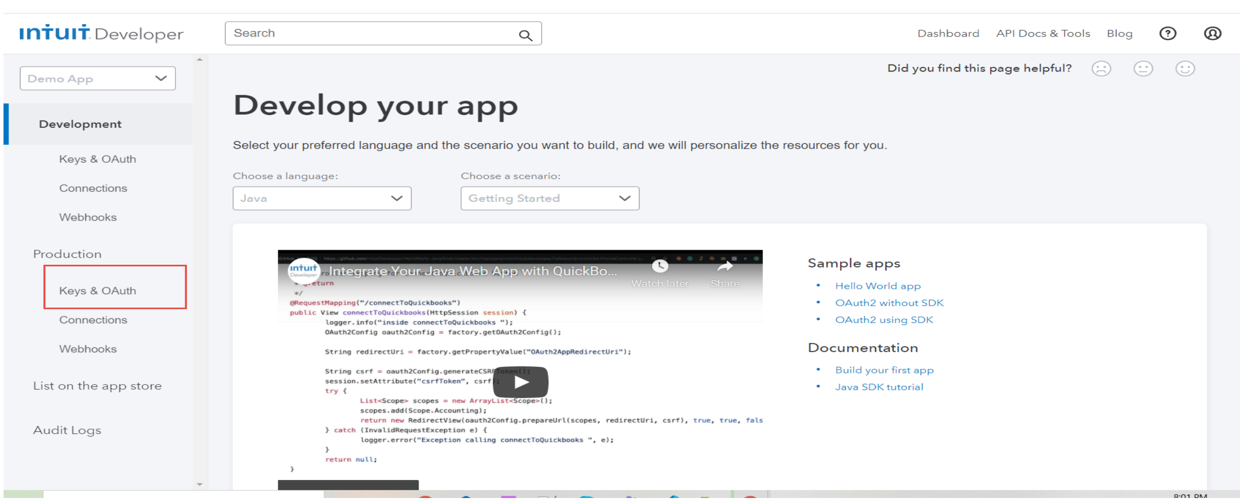
When connecting the QB Connect app to Quickbooks online, you need to create an app for your Quickbooks account and get client Id, client secret and add a redirect Url in that app.
Go to https://developer.intuit.com/app/developer/dashboard and login using your quickbooks online credentials.



Click on Create new app link and give a suitable name and select Accounting check as in below screenshot.



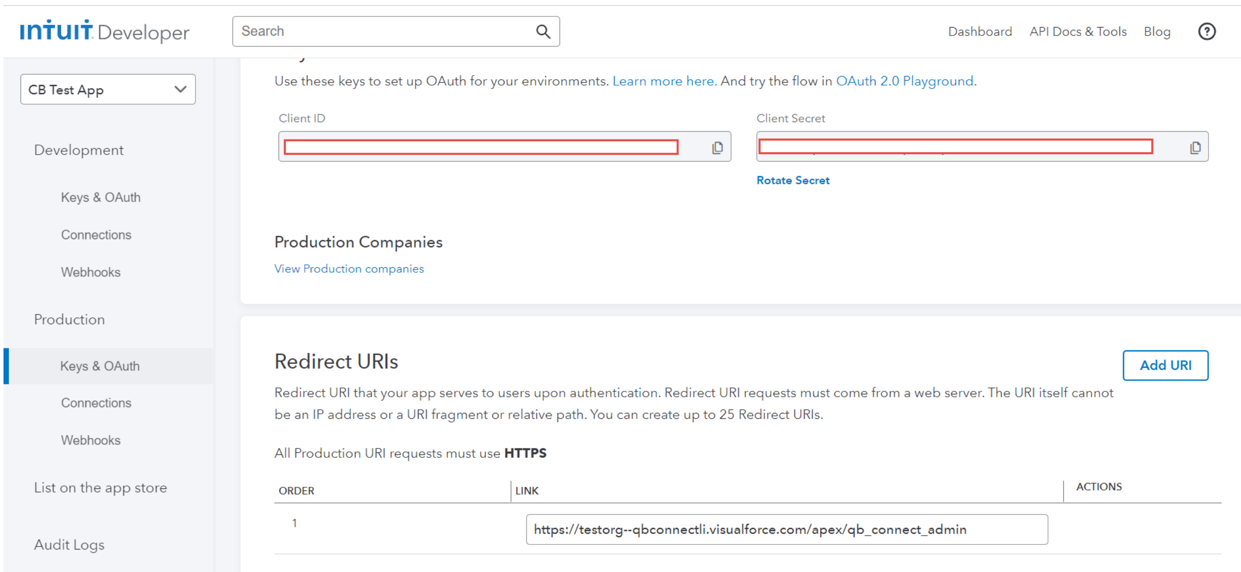
Click Keys and Oauth from the left panel.



As you complete the profile and other details needed, you should see client Id and client secret and Add redirect Urls. Save the client Id and client secret to be used later and add below redirect Url using Add URI button and replacing YOUR_SALESFORCE_INSTANCE_NAME with actual org instance name.

https://<YourDomain>--qbconnectli.visualforce.com/apex/qb_connect_admin

For example : https://testorg--qbconnectli.visualforce.com/apex/qb_connect_admin if your salesforce org url is: https://testorg.lightning.force.com/



Installation

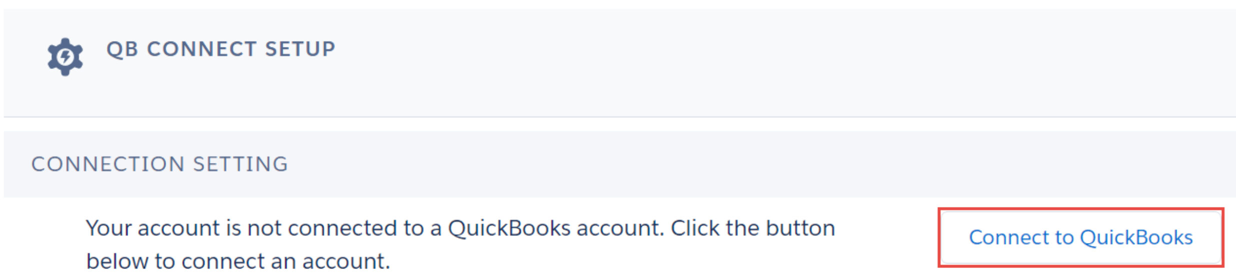
Installing the Package in Salesforce

1 - Download and Install the App

Retrieve the package and install it using the following URL:
https://login.salesforce.com/packaging/installPackage.apexp?p0=04t2M000002uyKY for Production and
https://test.salesforce.com/packaging/installPackage.apexp?p0=04t2M000002uyKY for Sandbox.

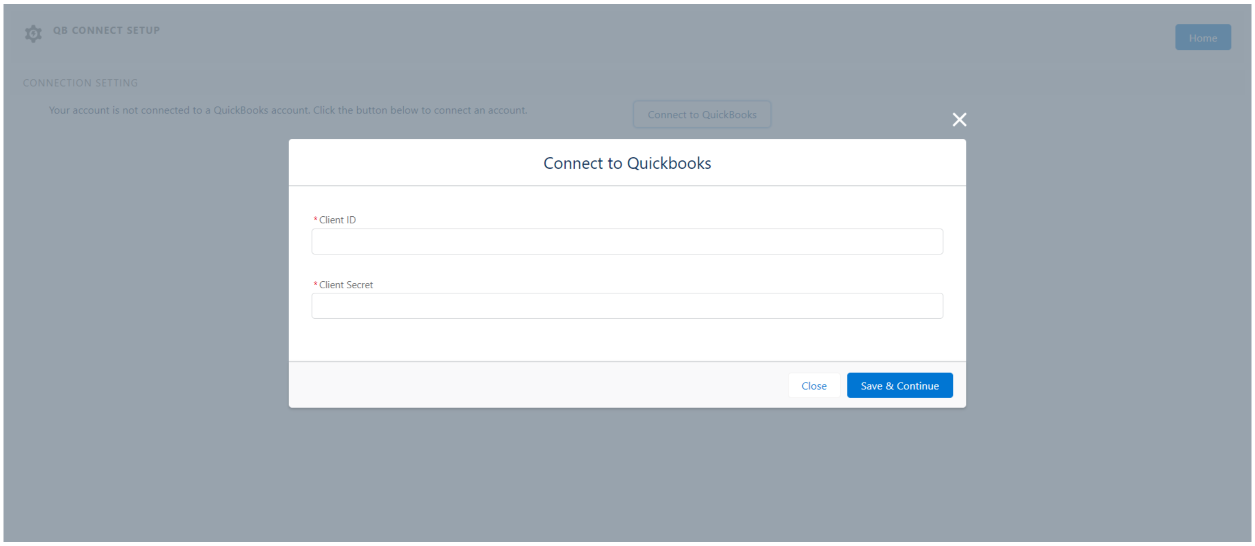
2 - Connect QuickBooks

In the QB Connect App, Go to the QB Connect Admin Tab. Click Connect to Quickbooks button

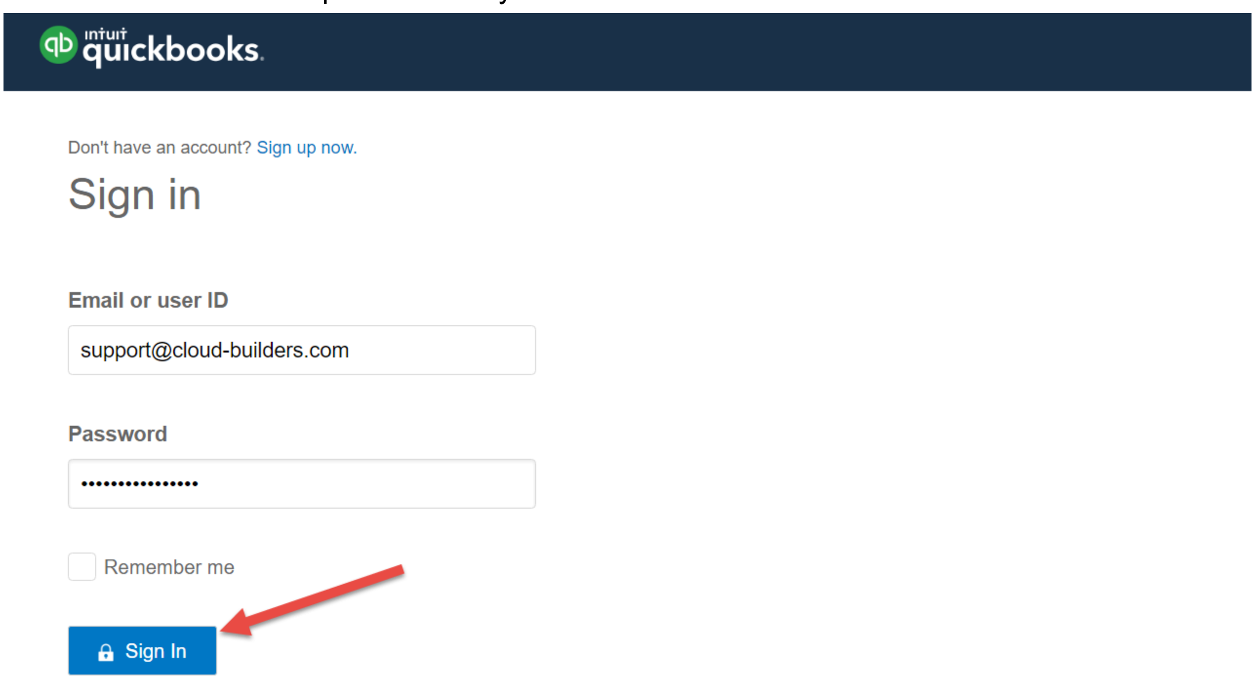


3 - Enter Quickbooks Login Details

Enter the client Id and Client secret received from creating an app for your Quickbooks online account.(see prerequisites for more details). Then click the Save & Continue button.

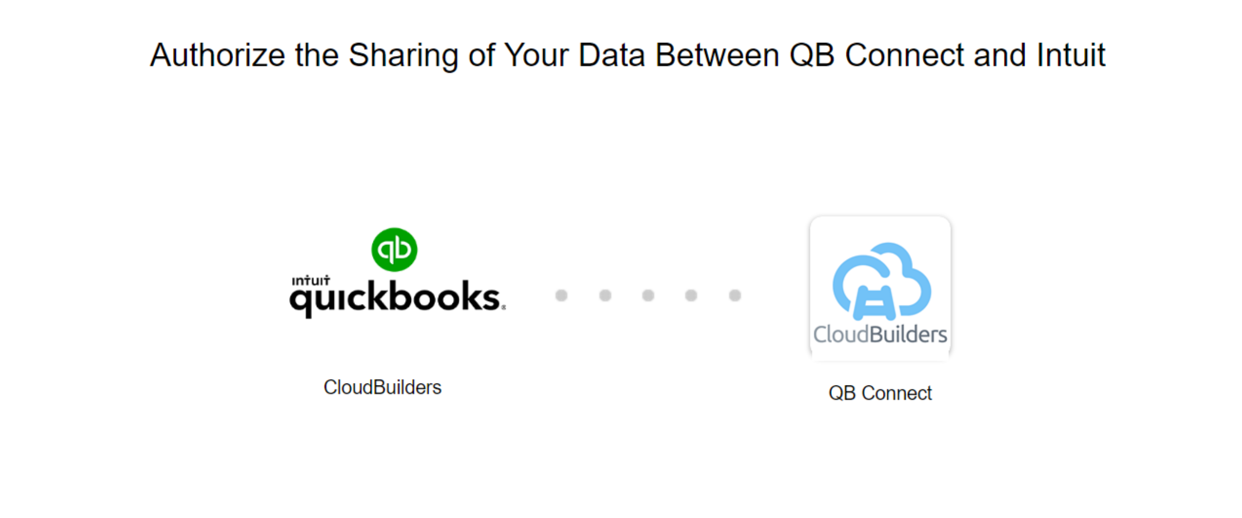


Enter the username and password for your Quickbooks Account on the next screen.



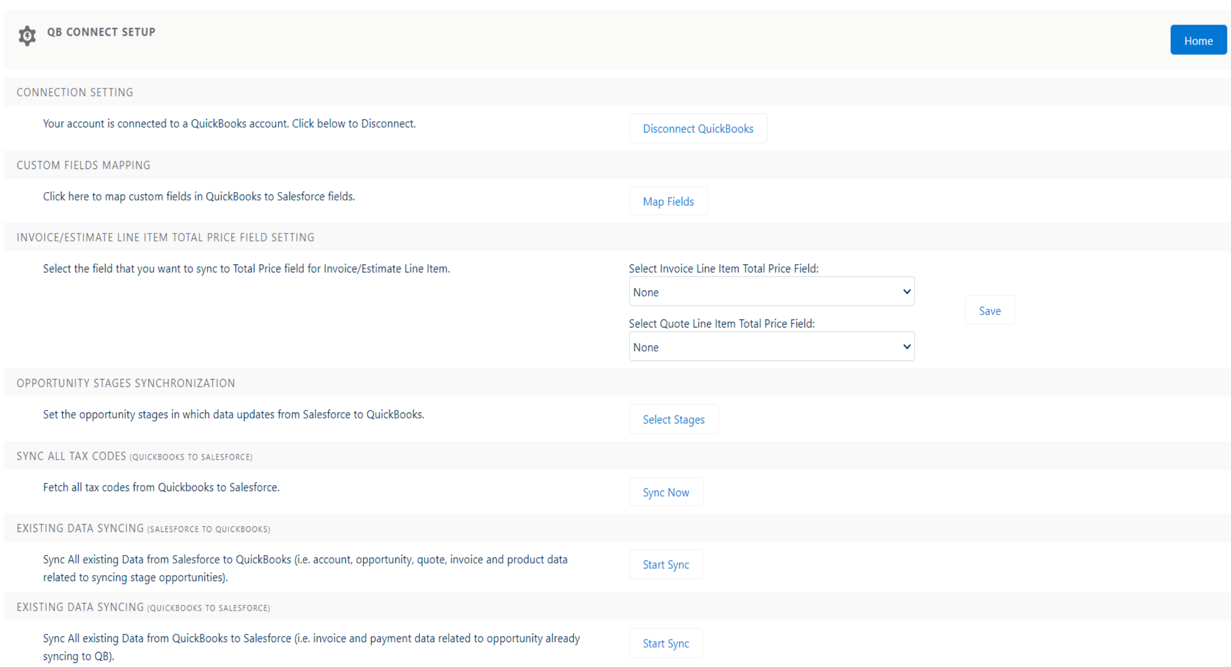
4 - Authorize Access in Quickbooks

Authorize the process by clicking Authorize button.



This completes the connection between your Quickbooks account and Salesforce. You now will be automatically redirected to the setup page.

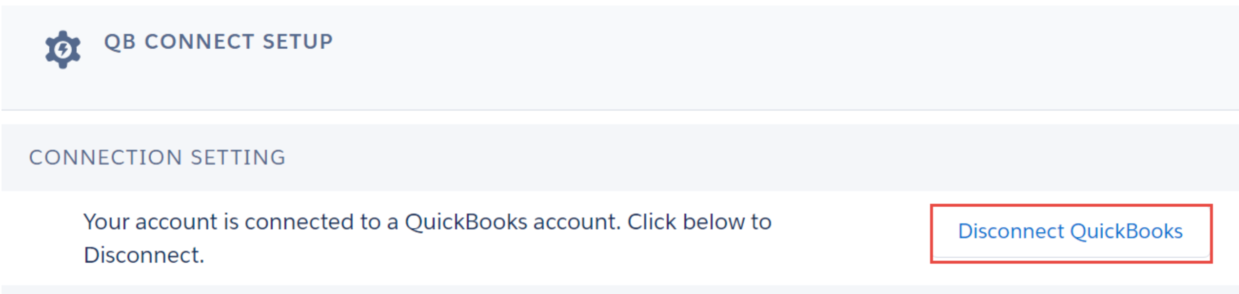
QB Connect Admin Page



Disconnecting QuickBooks

How to disassociate your QuickBooks account with the application. ***This is not part of the installation process, this is for uninstallation only.***

Go to QB Connect Admin Tab. Click Disconnect QuickBooks button and you will be disconnected and now you can connect to another QB account by following the same QB connect process.



5 - Mapping QuickBooks fields to Salesforce

QB Connect allows for up to three custom fields created in Quickbooks mapping to Salesforce fields.

6 - Invoice/Estimate total price field setting

This section on Qb Connect Setup page allows selecting currency fields from the dropdown for invoice and quote line item sync and the selected field will be synced as total price field for Quickbooks. This is helpful for the customers that want to use any custom currency field or the fields other than TotalPrice from invoice/quote line item to be synced to quickbooks. If nothing is selected, “Total Price” standard field syncs to quickbooks.

7 - Opportunity Stages Synchronization

QB Connect allows for setting the opportunity stages in which data updates from Salesforce to QuickBooks automatically. Sync existing data also works based on this setting and the records related to opportunities with stages selected here will sync.

8 - Sync Existing Data

Once you are connected to QB, you can sync All existing Salesforce Products, Accounts, Invoices, Quotes and Opportunity to Quickbooks or Invoices and Payments data from Quickbooks to Salesforce that is related to syncing opportunities(Opportunities that has stage name selected in Opportunity Stages Synchronization). To do this, press the related **Start Sync** button QB Connect Admin page. It will take a few minutes to sync all data.

9 - Currency Details

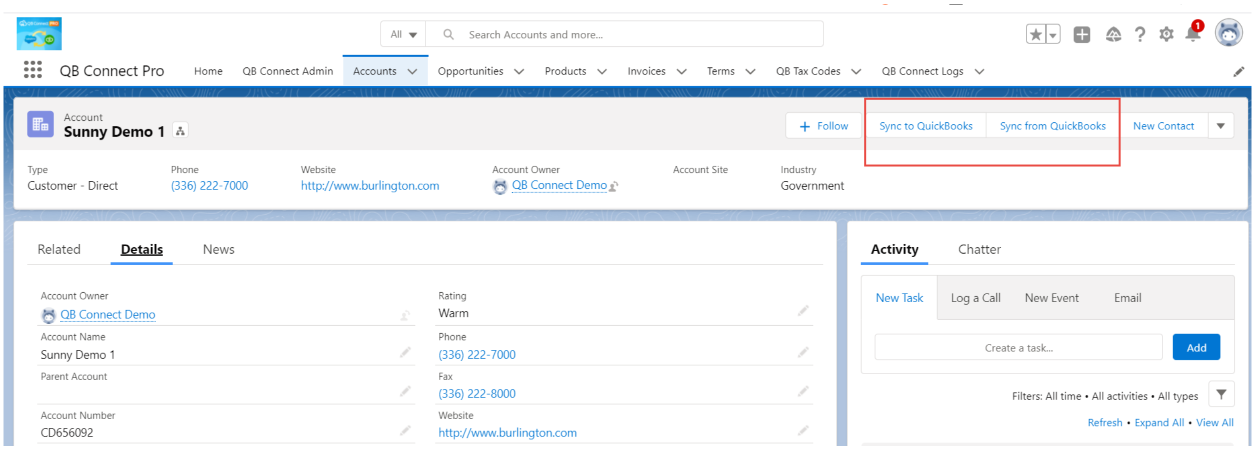
This section is for information purposes and provides information about the currency used in connected quickbooks accounts and if multi currency is enabled or not to avoid any currency mismatch between salesforce and quickbooks.

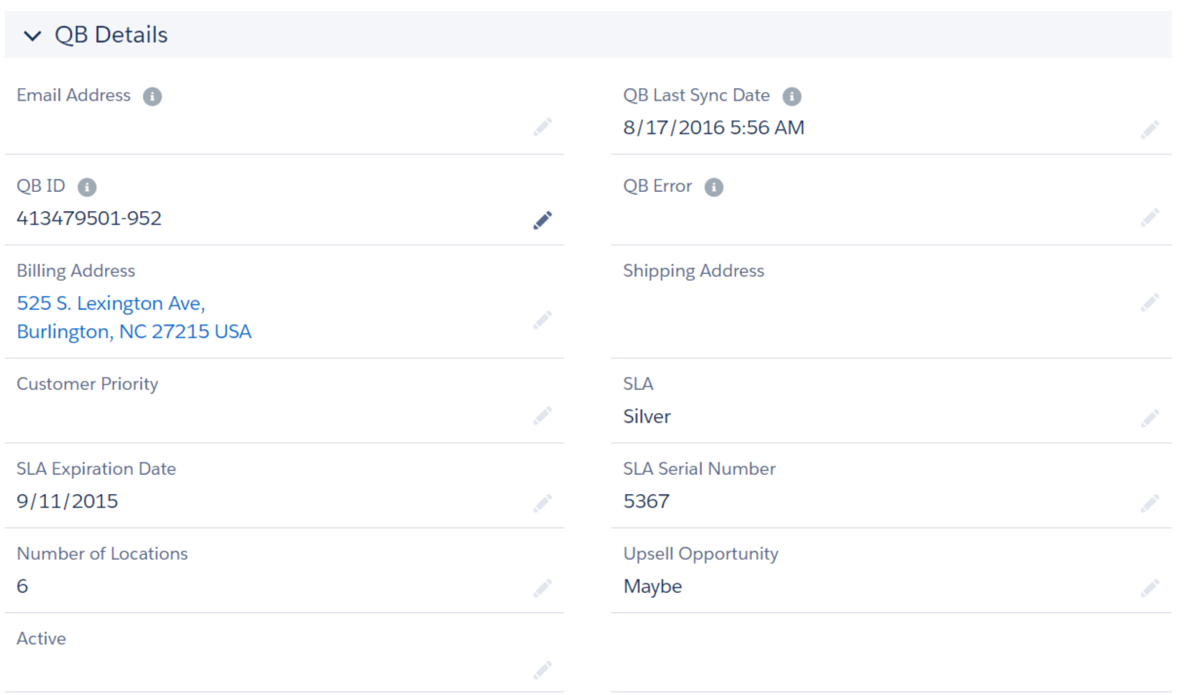
10 - Adding Buttons, Fields to SF Page Layouts

These steps allow you to add Quickbooks data fields to Salesforce page layouts as well as adding custom buttons to sync data.

10A - Account page layout

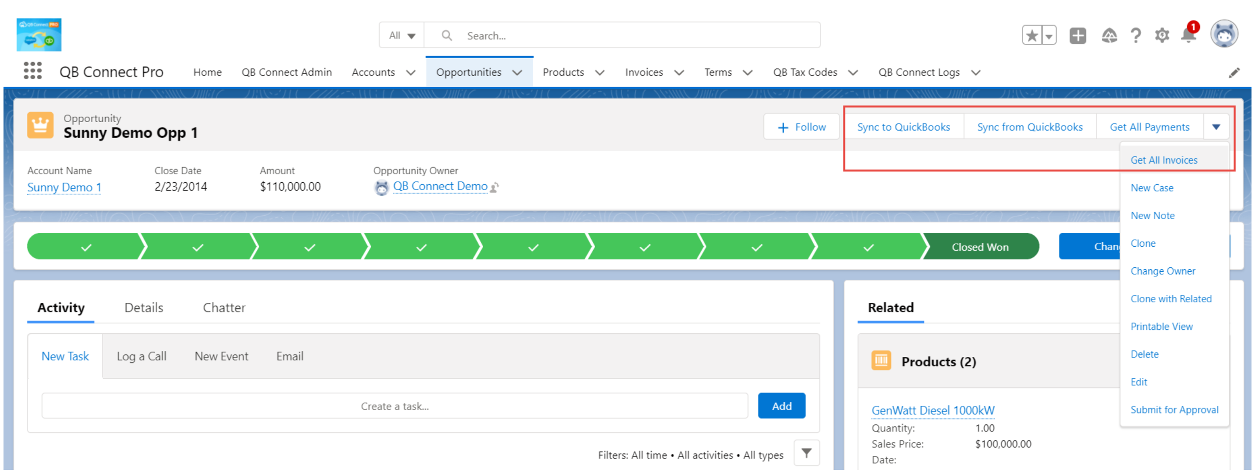
- Add Sync to QuickBooks, Sync from QuickBooks button/action on Account page layout.
- Add a section on page layout, name it as QB Details.
- Add QB ID, QB Last Sync Date, QB Error, Email Address fields on QB Details section on Account page layout.

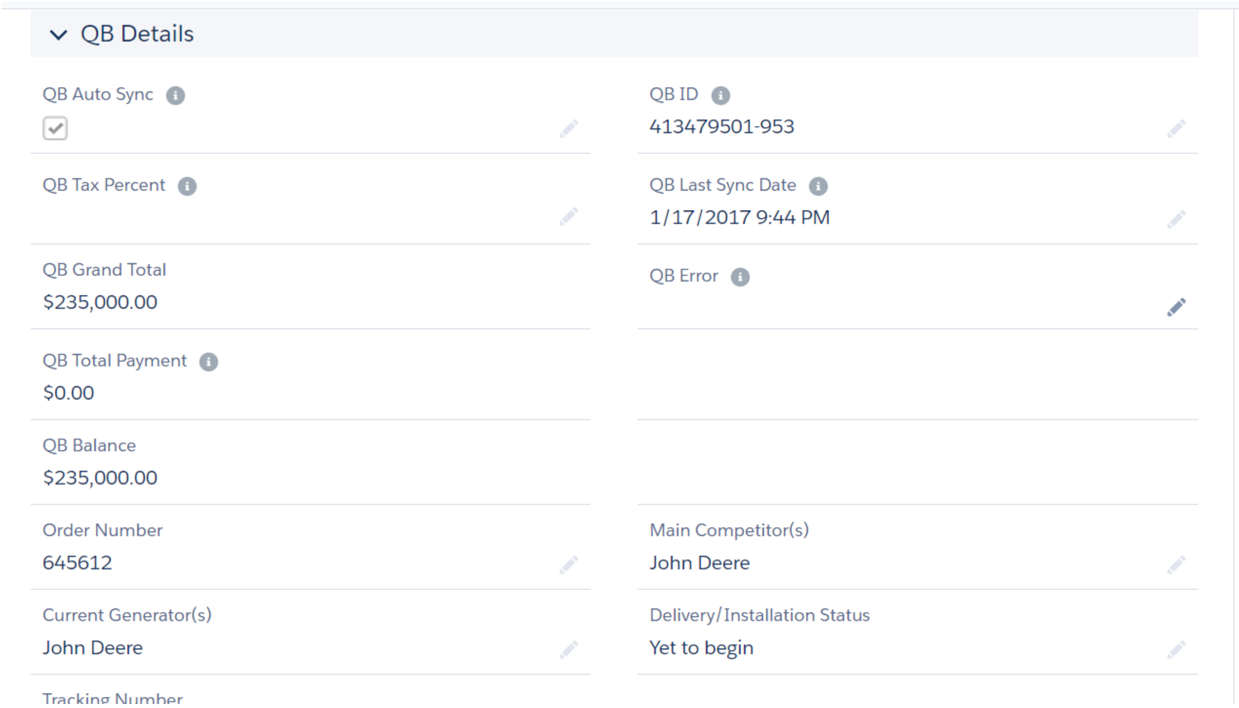




10B - Opportunity page layout

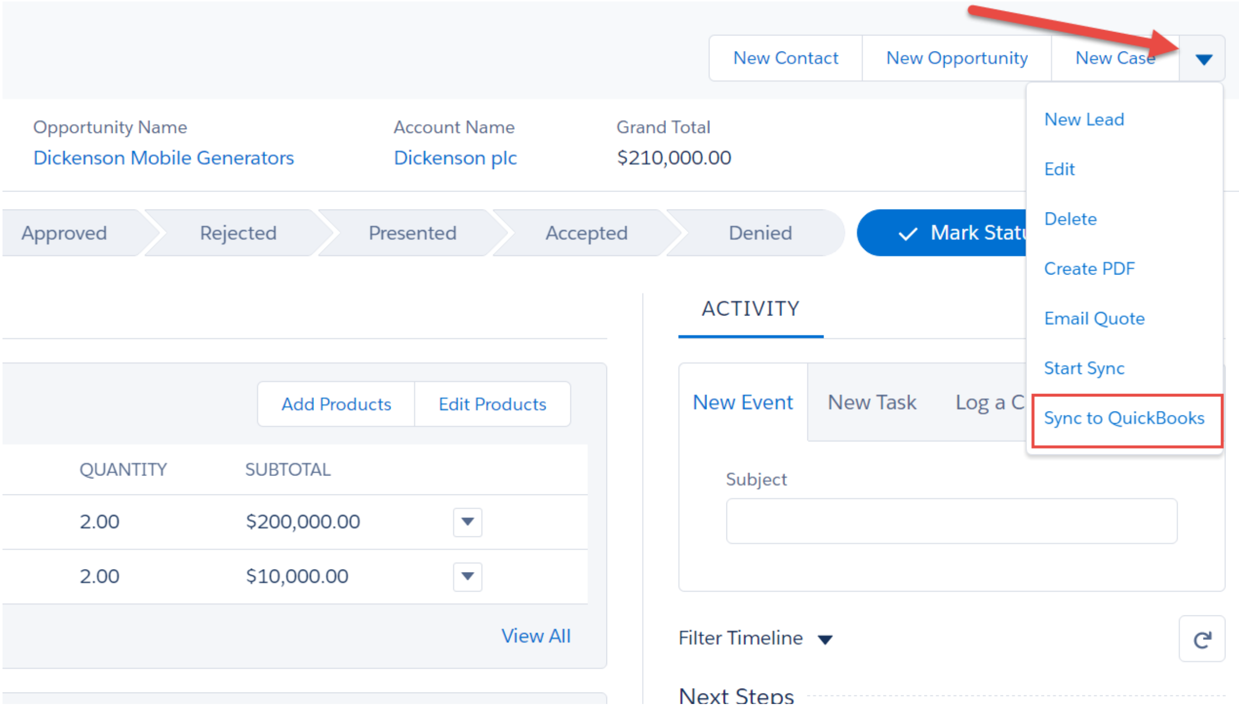
- Add Sync to QuickBooks, Sync from QuickBooks, Get All Payments, Get All Invoices buttons/actions on Opportunity page layout.
- Add a section on page layouts, name it as QB Details.
- Add QB ID, QB Last Sync Date, QB Error, QB Balance, QB Auto Sync, QB Grand Total, QB Total Payment, QB Tax Percent fields on QB Details section on opportunity page layout as shown in below screen.
- Add Payments, Invoices related lists to opportunity page layout.

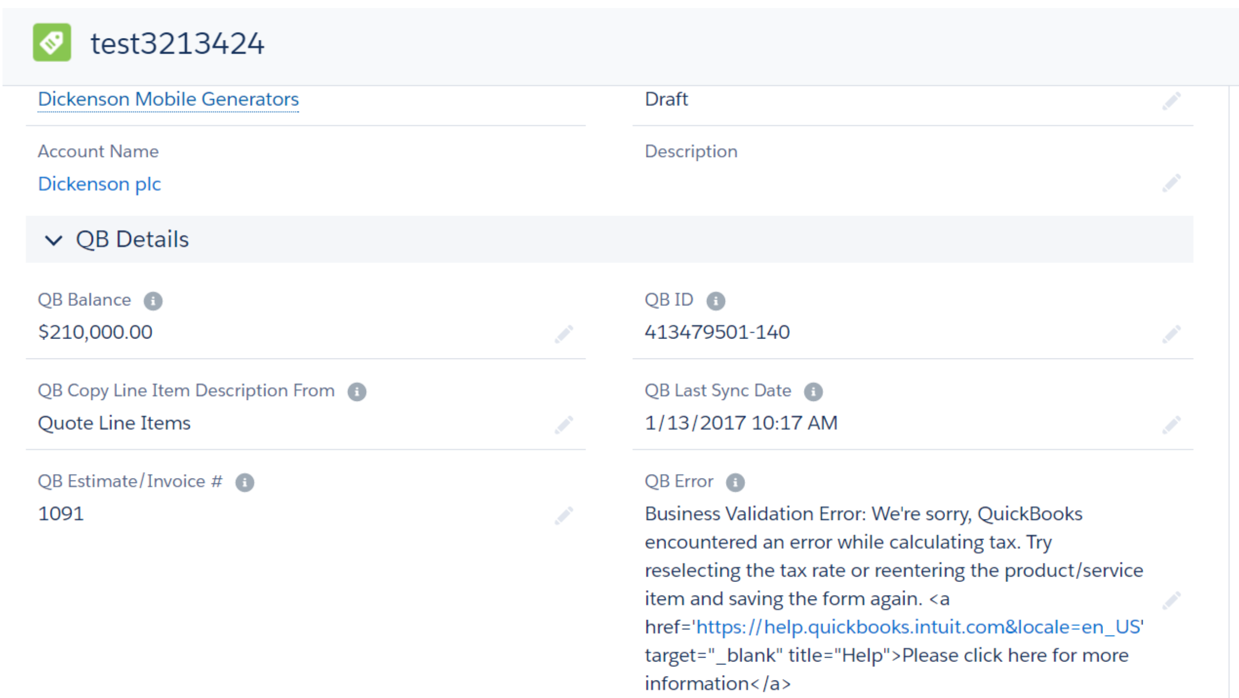




10C - Quote page layout

- Add Sync to QuickBooks button on Quote page layout.
- Add a section on page layout, name it as QB Details.
- Add QB ID, QB Last Sync Date, QB Error, QB Estimate Status, QB Txn Date, QB Tax Percent and other fields on QB Details section on Quote page layout as shown in below screen.

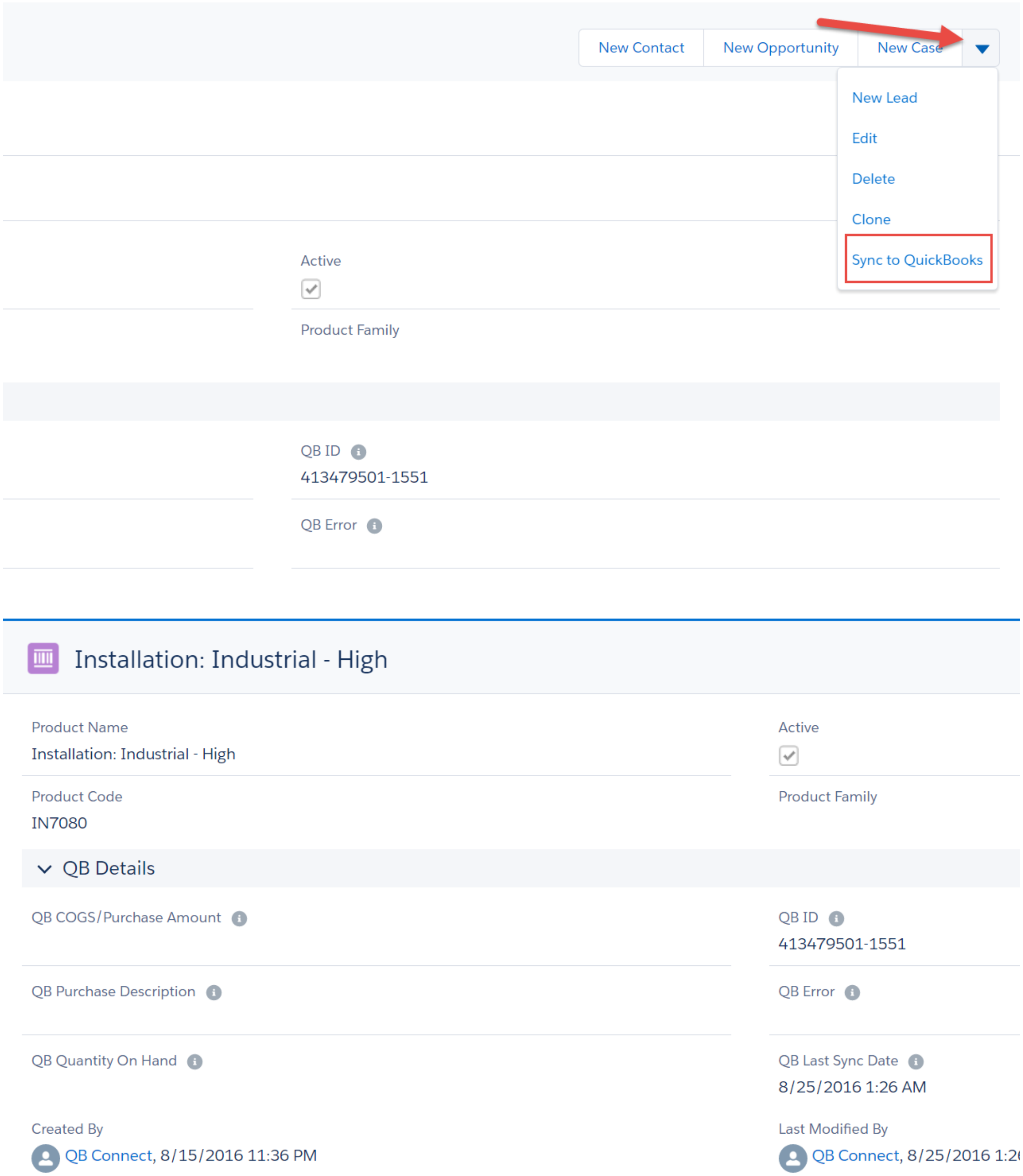




10D - Product page layout

- Add Sync to QuickBooks button on Product page layout.
- Add a section on page layout, name it as QB Details.

- Add QB ID, QB Last Sync Date, QB Error fields on QB Details section on product page layout as shown in below screen.



Quickbooks Tax Set up

If you want to use **Tax** feature in Quickbooks transactions, you have to login to QuickBooks and click Set Up Sales Tax button in Quickbooks for the first time so that Tax feature is enabled, then Tax values will be considered else Tax values will be ignored.
Login To QB ->Taxes->Sales Tax->Set-up Sales Tax

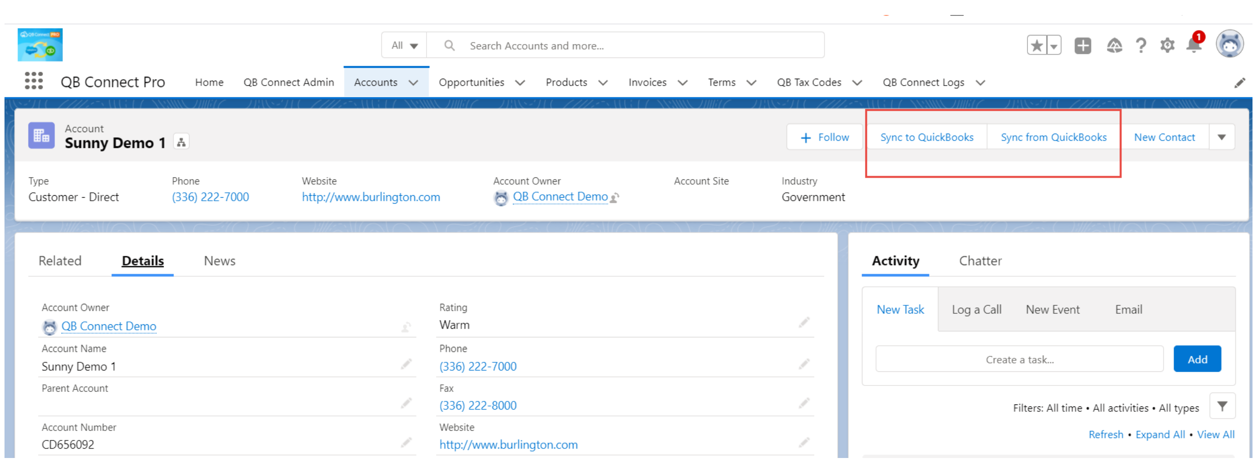
Sync SF records to QB

Sync Limit

With the free version of QB Connect app, you can sync only 20 Invoice/Estimates per month. Paid version of this app has no limits and you can sync any number of records.

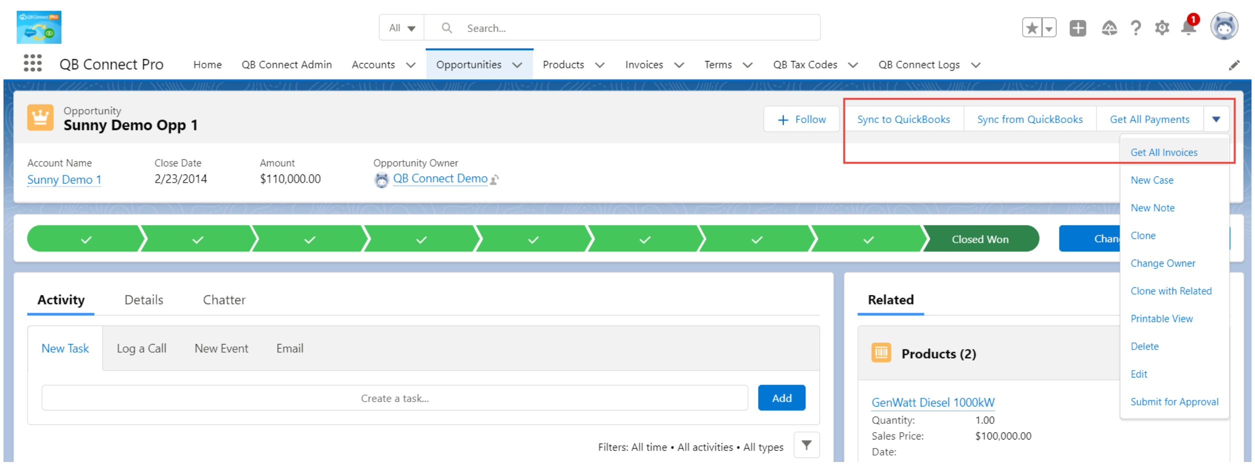
Account Sync

- **Automatic Sync** – Account can be automatically synced to QB if it has QB ID field value. So Account will never sync to QB when Account is inserted in SF. It will sync only when it is updated and it's QB Id field is not Null/Blank.
- **Manual Sync** –
    - Use Sync to Quickbooks button to create/update Customers in QB.
    - Use Sync from Quickbooks button to update Customers in SF from QB.



Opportunity Sync

- Automatic Sync – Opportunity will automatically sync to QB if it's stage is in syncing stages and Quickbooks Auto Sync(By default True) is True. If you don't want to Sync an Opportunity which has stage matching syncing stages, you can uncheck this field.
- Manual Sync –
  - Use Sync to Quickbooks button to create/update Jobs in QB.
  - Use Sync from Quickbooks button to update Jobs in SF from QB.



Get All Payments

Use this button to fetch all payments made against this opportunity/Job in Quickbooks in salesforce.

Get All Invoices

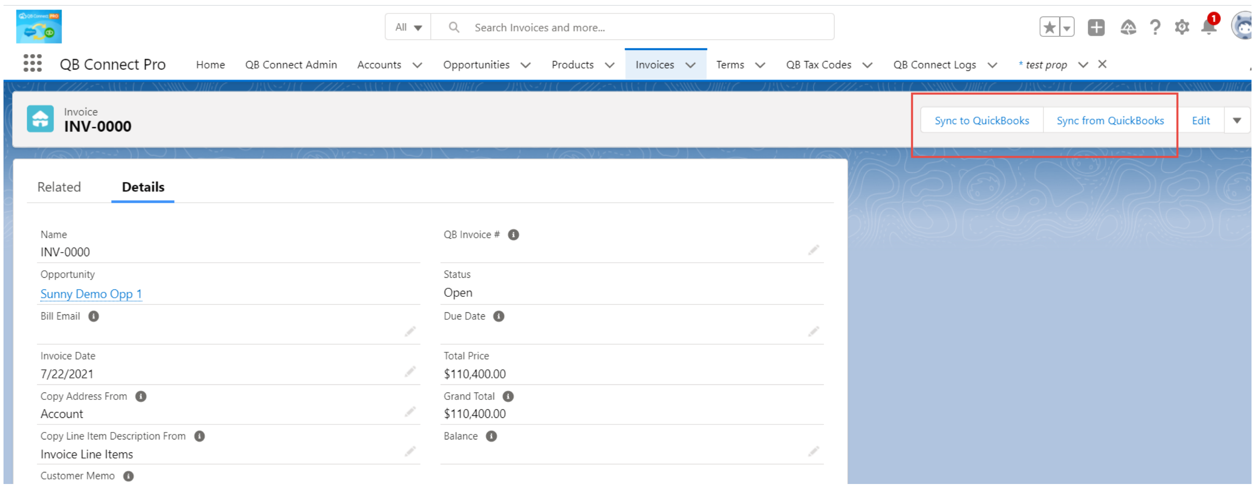
Use this button to fetch all invoices created/updated against this opportunity/Job in Quickbooks in salesforce.

Invoice Sync

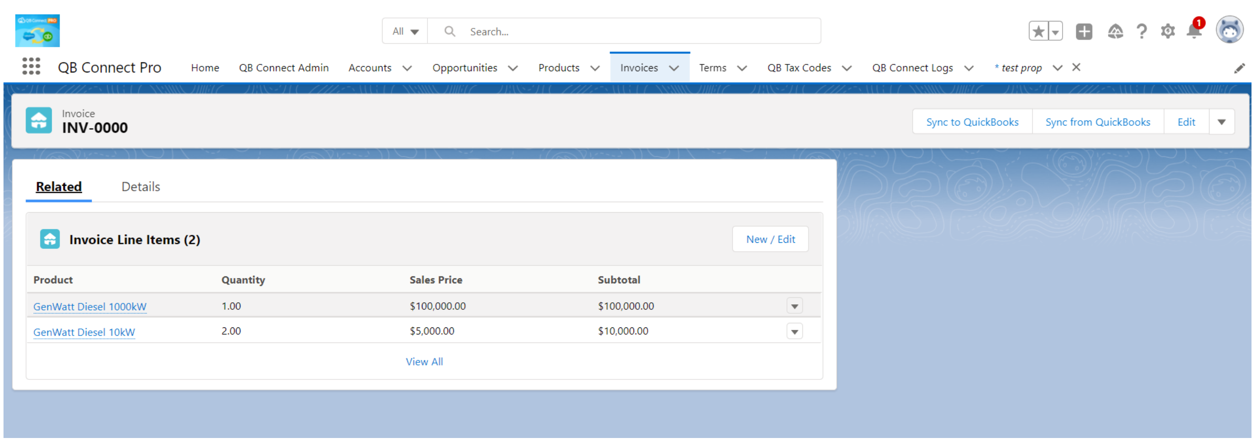
All the available products below opportunity will be added to Invoice line item when we create Invoice below that Opportunity. We can add or update existing invoice line items from Invoice related list using the New/Edit button. Use Copy Address from field to define billing and shipping address for invoice.

- Automatic Sync –Invoice will automatically sync to QB if it's Opportunity stage is in syncing stages and Opportunity Quickbooks Auto Sync is True.

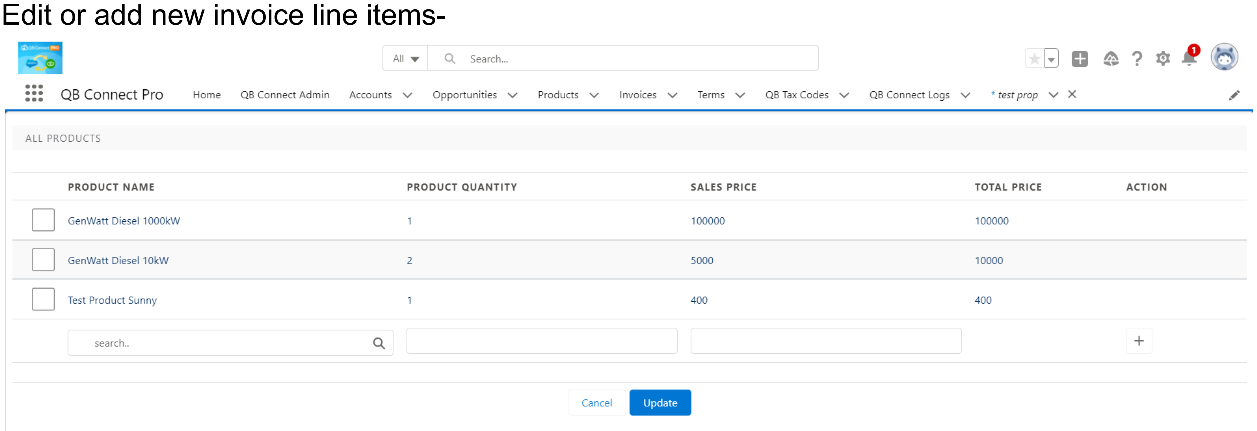
- Manual Sync –
    - Use Sync to Quickbooks button to create/update Invoice in QB.
    - Use Sync from Quickbooks button to update Invoice in SF from QB.



New/Edit button -

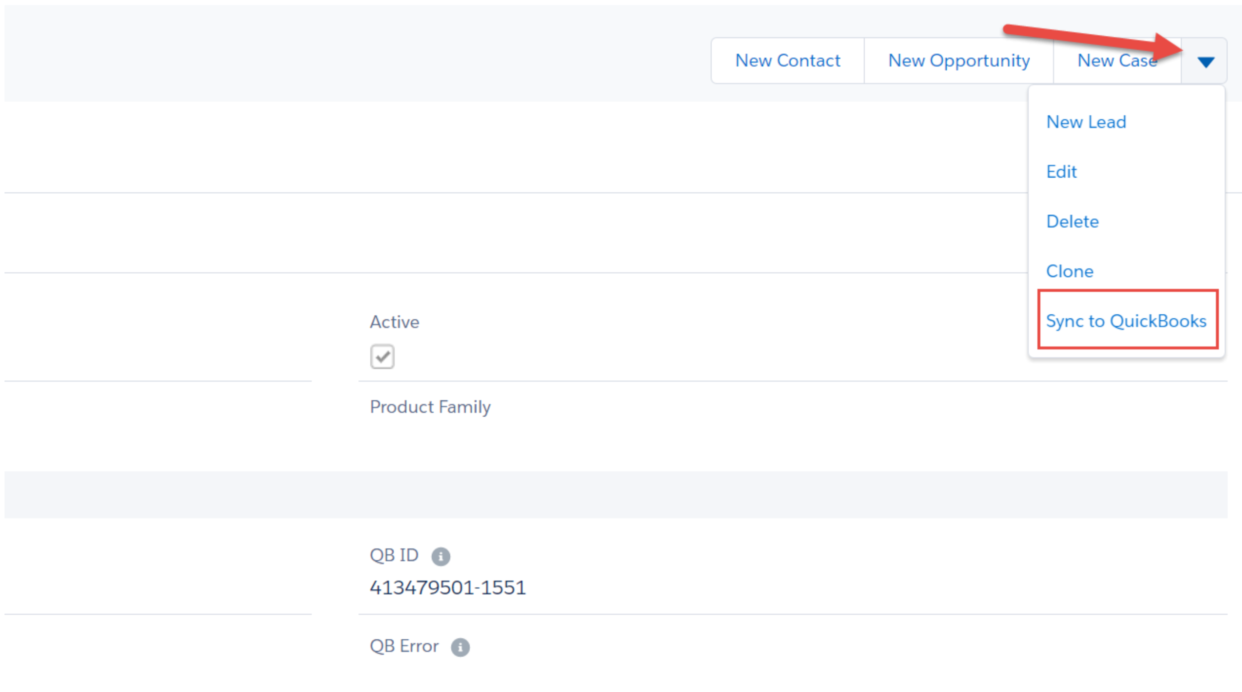


Edit or add new invoice line items-



Product Sync

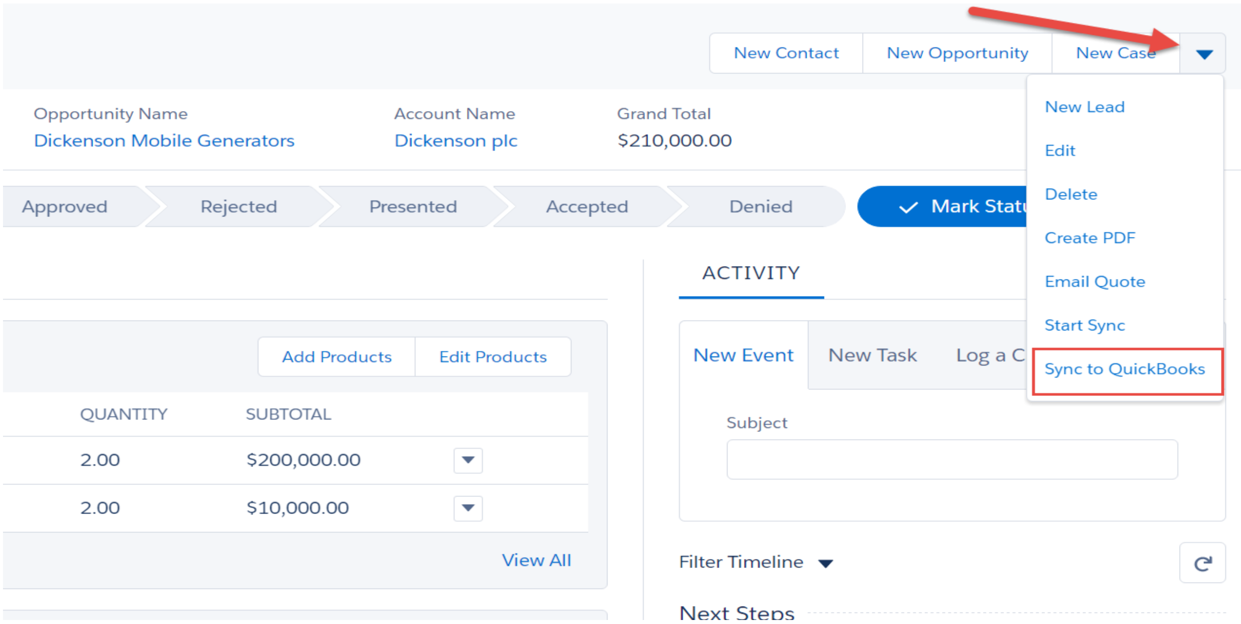
- Automatic Sync – Products will automatically sync to QB when the quote line item or invoice line item using this product is synced to QB.
- Manual Sync – Use Sync to Quickbooks button to create/update Items in QB.



Quote Sync

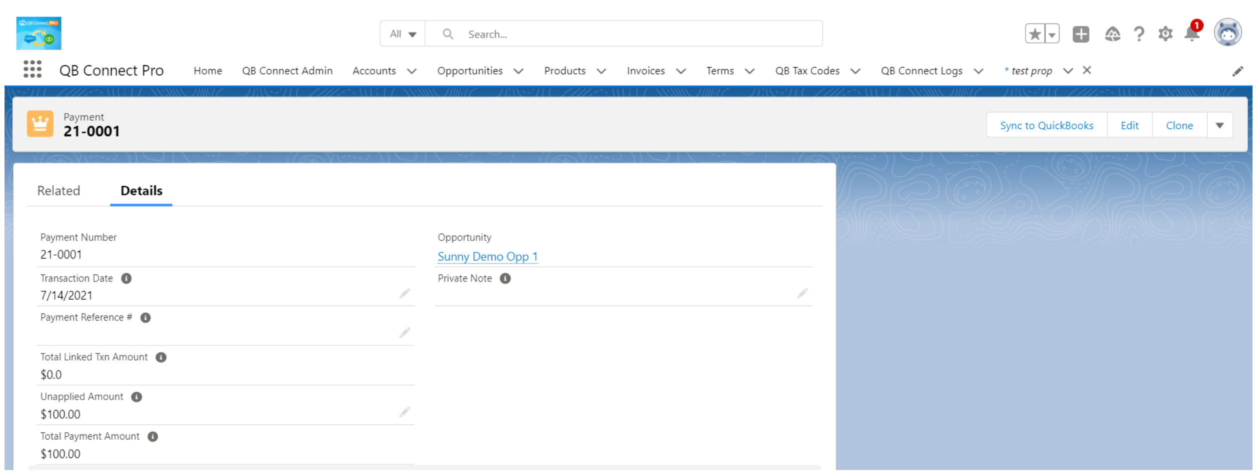
Please note that you can use Quote both as invoice and estimate. Select invoice or estimate in QB Object type field. By default estimate is selected. There should be atleast 1 quote line item to successfully sync quote.

- Automatic Sync – Estimates are not synced automatically. If Quote is used as invoice, it will automatically sync to QB if it's Opportunity is in syncing stages and Opportunity Quickbooks Auto Sync is True.
- Manual Sync – Use Sync to Quickbooks button to create/update Estimates/Invoice in QB

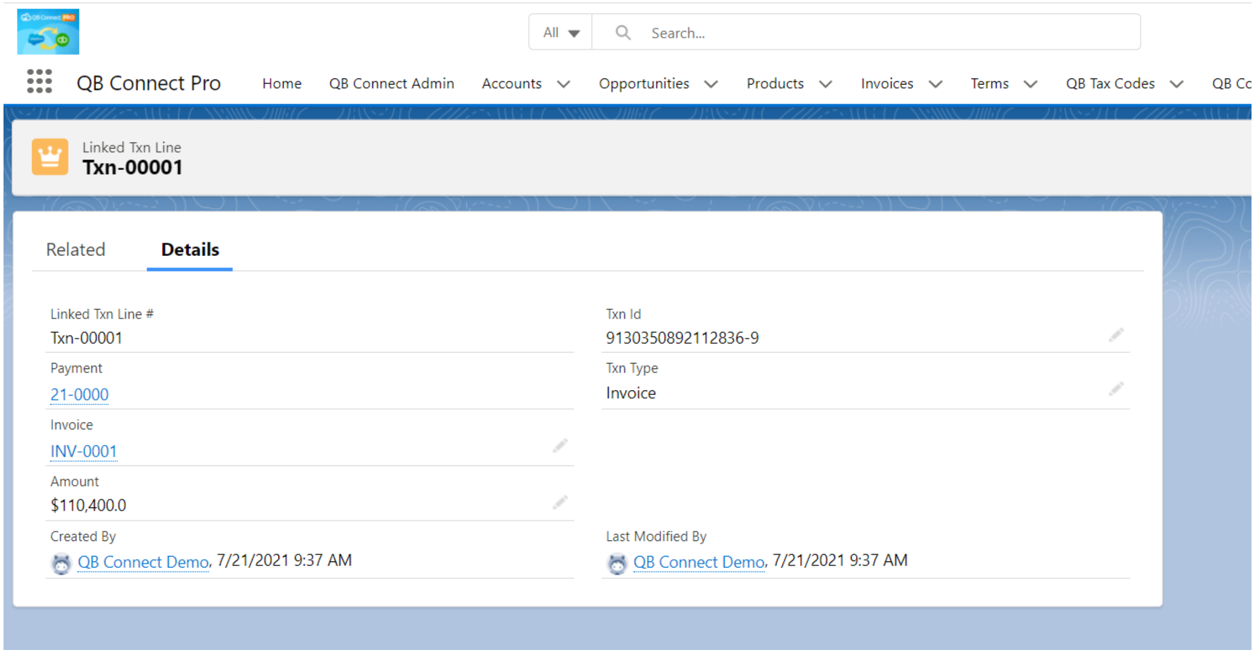


Payment Sync

You can create payment records in salesforce and create related linked txn lines to map this payment to invoice or pay as unapplied amount(cash deposit) in salesforce and then use Sync to Quickbooks button to sync the same to QB.



Linked Txn lines-

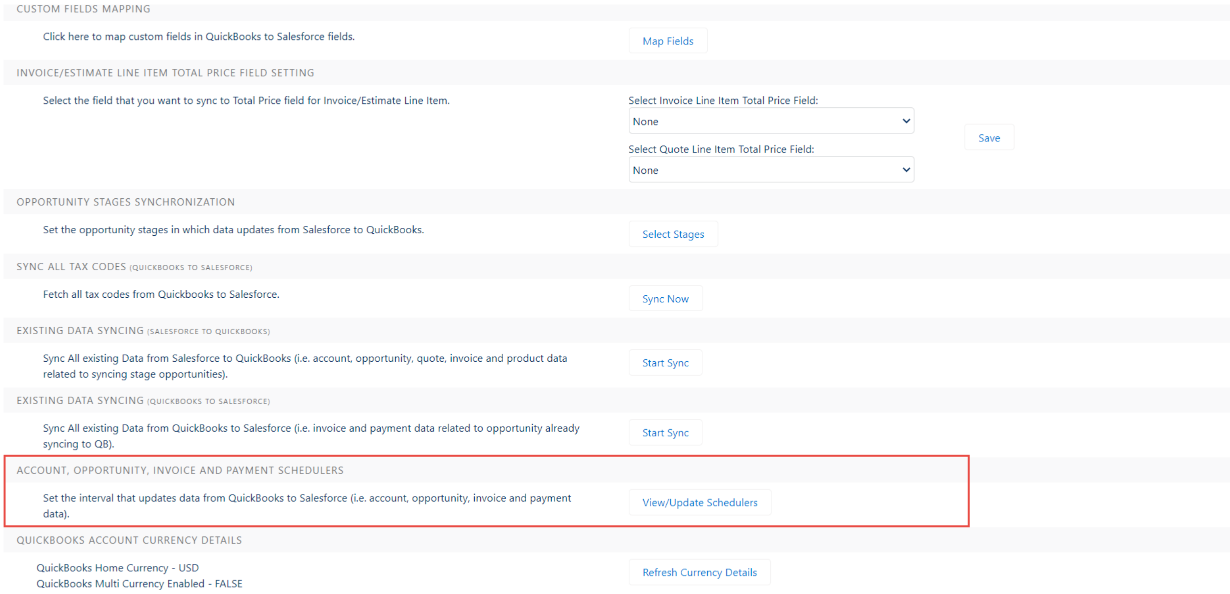


Process Schedulers

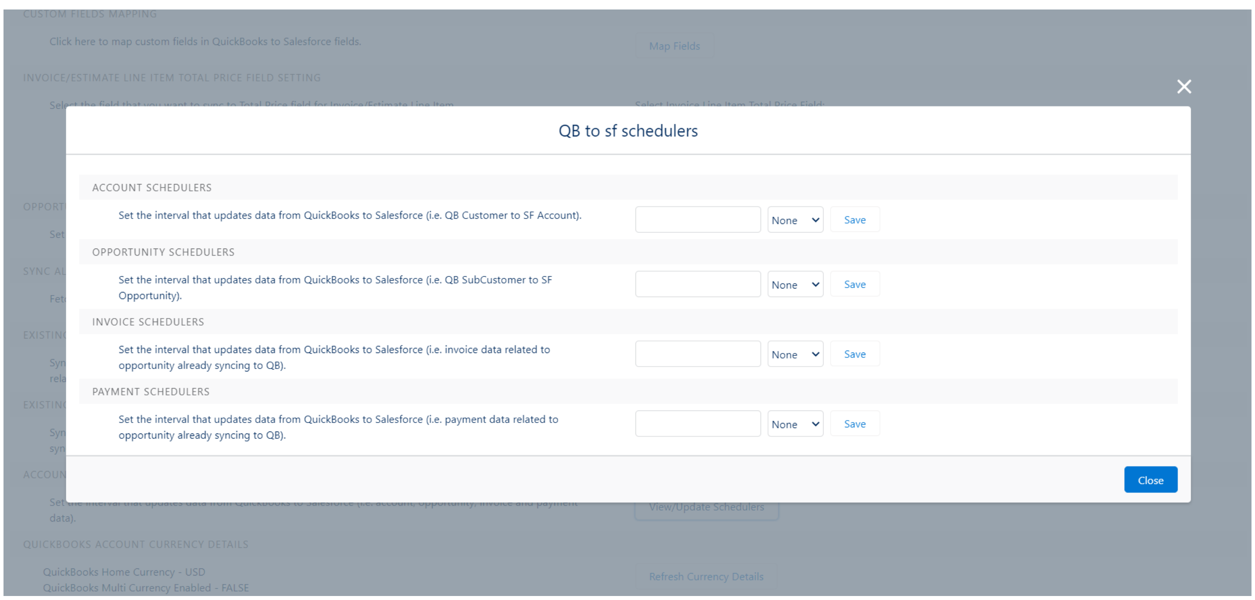
Quickbooks Invoice/Payment Schedulers

These jobs are responsible for fetching all Payments and Invoices from Quickbooks and update the same in Salesforce. You can select the duration to auto run these schedulers from Quickbooks setup page and then clicking save button to start the schedulers.

Click View/Update Schedulers button under “ACCOUNT, OPPORTUNITY, INVOICE AND PAYMENT SCHEDULERS” section.



Select the Scheduler and add interval and click save. Scheduler duration should be more than 30 minutes.



Quickbooks API reconnect Schedulers

These schedulers are responsible for re-connecting integration process after 150 days of connection without disturbing any sync process.