

## QuickBooks 2010

GrowthForce attended the **Intuit Solution Providers' Summit** in Chicago in early October to be among the first to preview QuickBooks 2010 and hear about a host of new QuickBooks services.

Margaret Gow, GrowthForce senior manager of systems, sat down with the editor of the eNews to report the highlights of the four-day conference. Margaret has used and studied QuickBooks since its inception in the early '90s and taught QuickBooks for Real World Training, Intuit's only training partner, for five years.

### QuickBooks 2010 Features:

- New Document Management/Scanning inside QuickBooks
- Remote Deposit – deposit checks from QuickBooks
- Improved Company Snapshot
- Improved Report Centers
- Improved Statement Writer
- New Importing of data from Spreadsheets
- New Invoice Customization
- New Payment Solutions
- Financing and Merchant Services
- [Click here for Margaret's Favorite New Feature in QuickBooks 2010](#)

Q: What is new in QuickBooks 2010 and why should businesses upgrade to the new edition?

A: New features in all versions of QuickBooks 2010 include a document management system, the ability to add and edit QuickBooks lists in a spreadsheet format, improved invoice customization and Payment Solutions. The QuickBooks Enterprise Edition 2010 has even more customization capabilities.

### New Document Management

With QuickBooks 2010, businesses can now attach scanned and electronic files to QuickBooks transactions, accounts, customers, employees, and vendors – moving towards paperless bookkeeping. QuickBooks utilizes a paper clip icon that turns green when there is an attachment. This function is extremely beneficial when you are entering bills and you want to attach the original document, such as a purchase order or invoice, for the auditor to look at later. You can also attach W-4 forms to employees and W-9 documents to vendors. The new system allows up to 100 MB in free attachments. Businesses can increase the storage capabilities to 5 GB for just \$29.95 a month.

### New Payment Solutions/ Remote Deposit

Now businesses can scan or key checks in QuickBooks and eliminate almost all the time spent depositing and accounting for check payments. QuickBooks applies the checks to the correct invoices and, as with credit card processing, Intuit Merchant Services deposits the funds into the user's bank account automatically. For scanning checks, a wide range of scanners are suitable for the job.

## Company Snapshot and Report Centers

Q: What existing features in QuickBooks have been improved or upgraded in the 2010 edition?

A: Intuit has improved the **Company Snapshot, Report Center** and **Statement Writer** features.

### Improved Company Snapshot

QuickBooks Company Snapshot, which allows for customized reports for key performance indicators, has been expanded from five to twelve reports. New reports include income comparison, yearly expense and top customer list.

### Improved Report Center

With a click of a button, businesses can create QuickBooks reports to track their operations. In 2010, the graphics of the reports have been improved and a “favorites” tab has been added. Now businesses can create their own report home page and they no longer have to rely on QuickBooks’ report menu structure. **To get more information about upgrading to QB 2010 email [contact@growthforce.com](mailto:contact@growthforce.com).**

### Reengineered Intuit Statement Writer

Intuit Statement Writer, which creates financial statements, has been reengineered for 2010. The feature creates a permanent link from **QuickBooks Enterprise Solutions** files with Microsoft® Excel, using QOBDC to build and update professional statements. New enhancements let businesses produce Microsoft Word-based reports and documents, create up to 16 statements within a single Microsoft Excel workbook, and send consolidated reports in PDF format. Plus, documents and statements can be saved as a custom report template for easy reuse. The reengineered Intuit Statement Writer, a \$150 value, can be added to the QuickBooks 2010 Premier Edition.

### New Ability to Import from Spreadsheets

The 2010 edition has enhanced capability to import spreadsheet data to QuickBooks lists. A business now can cut and paste into QuickBooks from Microsoft® Word or Excel directly into QuickBooks using the Add/Edit Multiple List Entries feature. Mass changes can be made to the customer, vendor, service, inventory and non-inventory items QuickBooks lists - saving time and labor costs over having to key in the changes one at a time.

### New Invoice Customization

QuickBooks 2010 has a large variety of new templates that can be used to custom design business forms from sales receipts to credit memos to invoices. This helps a business to have a unified, professional look and stand out in their business communications.

In the **QuickBooks Enterprise Edition**, business forms can now be further customized by formatting custom fields, adding drop-down lists and having more field options than ever before. For example, the date can be designated in a set format such as mm-dd-yy. When all dates are entered in the same format, forms can then be filtered by the date field. Custom drop down lists can also be customized to make data entry more accurate and faster. Non-profits, for instance, can benefit from these new features by adding a custom, formatted drop-down list for the names of matching grants, then filtering for that name to know the total donations toward each specific grant.

**To get more information about upgrading to QB 2010 email [contact@growthforce.com](mailto:contact@growthforce.com).**

## Financing and Merchant Services

Q: Did you learn anything new about QuickBooks services while you were at the conference?

A: Yes. I found out about two QuickBooks services that aren't well promoted by Intuit, but ones that are very valuable in this tough economy.

The first involves **Merchant Services**. Intuit will try to meet or beat any other vendor's debit and credit card processing rates. That is significant because only Intuit can batch deposits automatically into QuickBooks. The interface between QuickBooks and Intuit's Payment Solutions makes daily batching of receipts fast and easy. Merchant fees are automatically entered into QuickBooks saving time over keying them in manually, as with other merchant service providers. To get a price quote on merchant services please email [contact@growthforce.com](mailto:contact@growthforce.com).

The second new service is Intuit financing programs. With the **Intuit \$90/90 Lease Program**, businesses can finance the purchase of QuickBooks software at only \$90 a month for the first 90 days of the lease. There is also an **Intuit Payment Vacation Program** in which a business does not have to pay for software and associated support for the first 90 days of the lease.

Both programs allow businesses to conserve capital and work within their budgets, while allowing them to still take advantage of the latest software developments. To learn more about the intuit financing email [contact@growthforce.com](mailto:contact@growthforce.com).

## Margaret's Personal Favorite New Feature

Q: What is your favorite new feature in QuickBooks 2010?

A: While QuickBooks 2010 has more powerful features than ever before, my personal favorite new feature is something simple, but very useful. There is a "save" button in the tool bar above each QuickBooks transaction document. To save an invoice, for example, you do not have to click "save and new" or "save and close" which takes you away from the invoice. You can just click the "save" icon and the invoice is saved, but remains in view on the screen. You no longer have to spend time searching for a document that you just saved and closed out of.

## Upgrading to 2010

Q: Why should businesses buy the QuickBooks 2010 upgrade from GrowthForce?

A: When businesses purchase QuickBooks software through us, they get access to our Help Desk services at an hourly rate. GrowthForce is an **Advanced Certified QuickBooks Provider** and **Intuit Solution Provider** – Intuit's highest level of certification. Our QuickBooks experts are entirely U.S. based.

As a national account, GrowthForce is able to endorse Intuit's current promotion. There are numerous year-end promotions going on now. We recommend contacting a GrowthForce QuickBooks specialist to discuss which version is best for their particular needs. Call 281-358-2007 or email [contact@growthforce.com](mailto:contact@growthforce.com) for more information.