

QuickBooks Desktop

How does the syncing work?

Once integrated, you can sync with your desktop account in order to import your outstanding bills. Once your bills are entered in desktop, make sure the web connector is open. Check the box beside Plooto and click the update selected button.

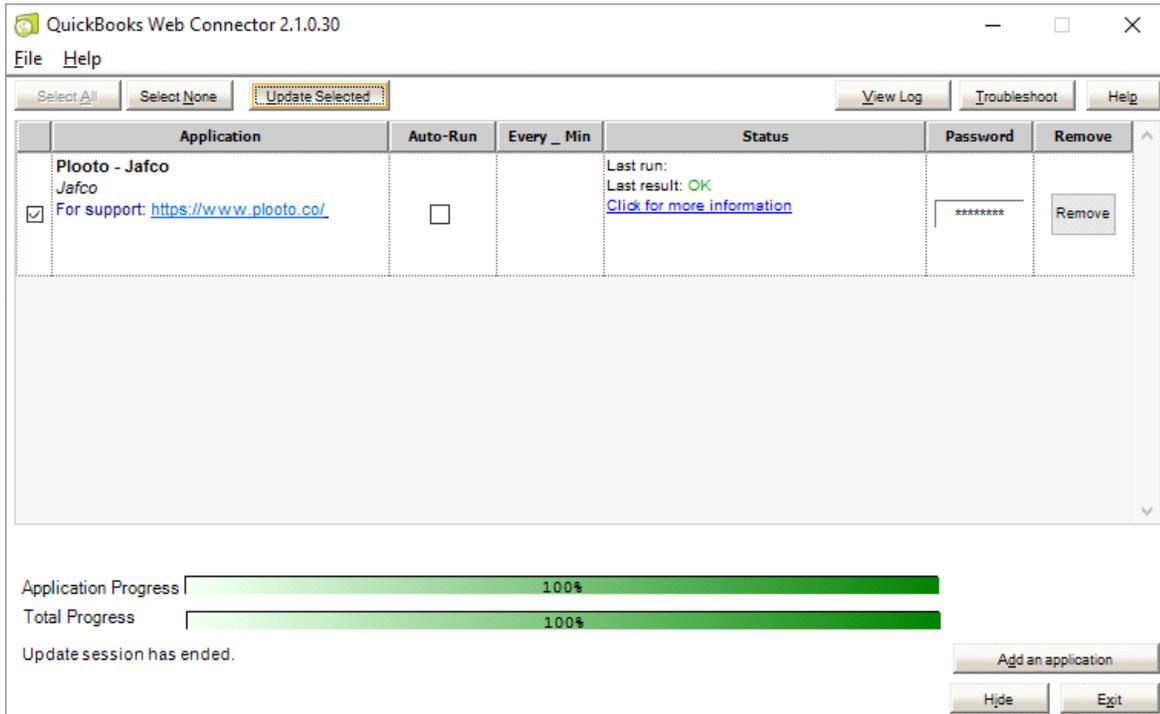


Figure 1. Click on Update Selected in the Webconnector

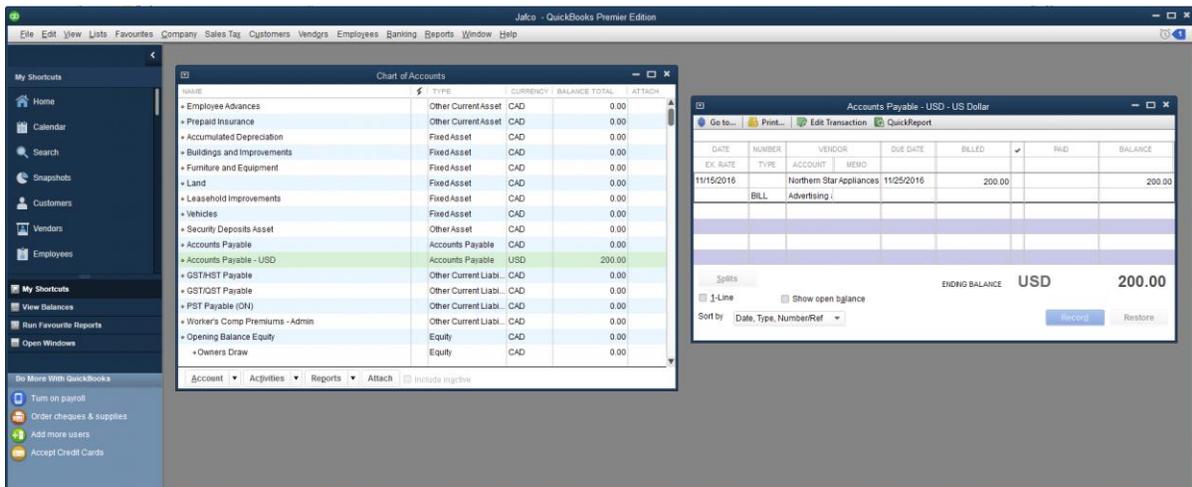


Figure 2. Unpaid bills in QB Desktop

In Plotoo, select the bills you would like to pay.

Outstanding Bills (1)		Outstanding Invoices		Reconciliation Status: RECONCILED		Refresh
Vendor	Ref No	Due Date	Bill Amount			<input checked="" type="checkbox"/>
Northern Star Appliances		24 Nov 2016	\$ 200.00 USD			<input checked="" type="checkbox"/>
						Pay



Great Job!

It was that easy. Your transaction has been submitted.

Payment Reference ID: IkLIXoju

Make another payment

View payment history

You can now reconcile your payments back to QuickBooks even if they are pending approval. If payments are rejected or deleted after being paid Plotoo will automatically void your payments on next reconciliation.

How does reconciliation work?

In order to sync data between Plotoo and QuickBooks Desktop you will need to click on "Update Selected" button (as shown in Figure1.) in the web connector. Reconciliation status is display on Plotoo dashboard in case updates are required.

The screenshot displays the QuickBooks Desktop interface. On the left is the navigation sidebar with 'My Shortcuts' and 'No More With QuickBooks' sections. The main window is split into two panes. The left pane shows the 'Chart of Accounts' window with a table of accounts:

NAME	TYPE	CURRENCY	BALANCE	TOTAL	ATTACH
Plotoo Clearing (USD)	Bank	USD	0.00		
TDC BANK, NA*****725	Bank	USD	-201.00		
Employee Advances	Other Current Asset	CAD	0.00		
Prepaid Insurance	Other Current Asset	CAD	0.00		
Accumulated Depreciation	Fixed Asset	CAD	0.00		
Buildings and Improvements	Fixed Asset	CAD	0.00		
Furniture and Equipment	Fixed Asset	CAD	0.00		
Land	Fixed Asset	CAD	0.00		
Leasehold Improvements	Fixed Asset	CAD	0.00		
Vehicles	Fixed Asset	CAD	0.00		
Security Deposits Asset	Other Asset	CAD	0.00		
Accounts Payable	Accounts Payable	CAD	0.00		
Accounts Payable - USD	Accounts Payable	USD	0.00		
GST/HST Payable	Other Current Liab.	CAD	0.00		
GST/QST Payable	Other Current Liab.	CAD	0.00		
PST Payable (ON)	Other Current Liab.	CAD	0.00		
Workers Comp Premiums - Admin	Other Current Liab.	CAD	0.00		

The right pane shows the 'Accounts Payable - USD - US Dollar' subledger window with a table of transactions:

DATE	NUMBER	VENDOR	DUE DATE	BILLED	PAID	BALANCE
11/15/2016		Northern Star Appliances		200.00		200.00
		Advertising i				
11/15/2016	1	Northern Star Appliances			200.00	0.00
		BILLPMT Plotoo Clea				

At the bottom of the subledger window, it shows 'ENDING BALANCE USD 0.00' and a 'Reconciling' button.

Desktop FAQs

How do I apply credits to payments?

In order to apply credits to payments, you will need to apply credits first in QBD before syncing.

Click on the Pay Bills button in QuickBooks and apply credits to use. Be sure to set "AMT. TO PAY" to \$0.00 that way only the credit portion will be paid. Click on the "Pay Selected Bills" button to apply your credits to the selected bills.

Be sure to hit update selected in the web connector before syncing so that the correct amount is imported for the bill payment.

How is it different to the QBO integration?

Once the integration is set up the experience in Plooto for desktop users is very similar to that of QBO users. The desktop integration for syncing and reconciling bill payments does require a couple of extra clicks (unlike QBO integration which is fully automated). Everything else as far as payment processing, import of remittance advice, vendor information, approval workflow and notifications are exactly the same.

Link to integration Guide

<http://support.plooto.co/customer/en/portal/articles/2412377-connect-quickbooks-desktop-with-your-plooto-account>

This guide is also provided within the platform when you click on the QuickBooks Desktop icon in order to set up the integration.