



What's new in QuickBooks Online and QuickBooks Online Accountant

Juliet Aurora

A photograph of two young women in a crowd. The woman on the left is in profile, looking towards the right, with a slight smile. She has blonde hair tied in a ponytail and is wearing a dark jacket with a light-colored fur collar. The woman on the right is seen from the back, with long blonde hair. The background is dark and out of focus, suggesting an outdoor night setting with some greenery.

**Take a few moments
to CONNECT with
your neighbour**

CPD Process

In order to receive CPD credit

- Be sure to sign in or scan your badge for this session
- You must stay in the session for the duration of the training
- This session is eligible for **1 hour of CPD**
- CPD certificates are emailed directly to you within 4 weeks of the conference date to the same email address you used to register

Today's speaker



Juliet Aurora
CEO AIS Solutions & Kninja Knetwork
@julietaurora

About today's speaker



Juliet Aurora

2017 Intuit Global Firm of the Future

2018 Top 10 Canadian Influencers in the Bookkeeping Industry

2018 Inspire Trailblazer Award

2017 HubDoc Top 50 Cloud Accountants

2017 Practice Ignition Top 50 Women in Accounting

Author of The Kninja Way – Your Journey to Firm of the Future

Intuit Mentorship Program

Member of Intuit Global Trainer Writer Network



Agenda

QuickBooks Online (QBO)

- Client Facing

QuickBooks Online Accountant (QBOA)

- Enhancements for Us

Questions

“

Just when I think I have learned the
way to live.

Life changes.

Hugh Prather

QuickBooks Online



QuickBooks Online (QBO) - Client facing

Expanding Sidebar Menus

Multi-logo Support

Projects

Progress Invoicing

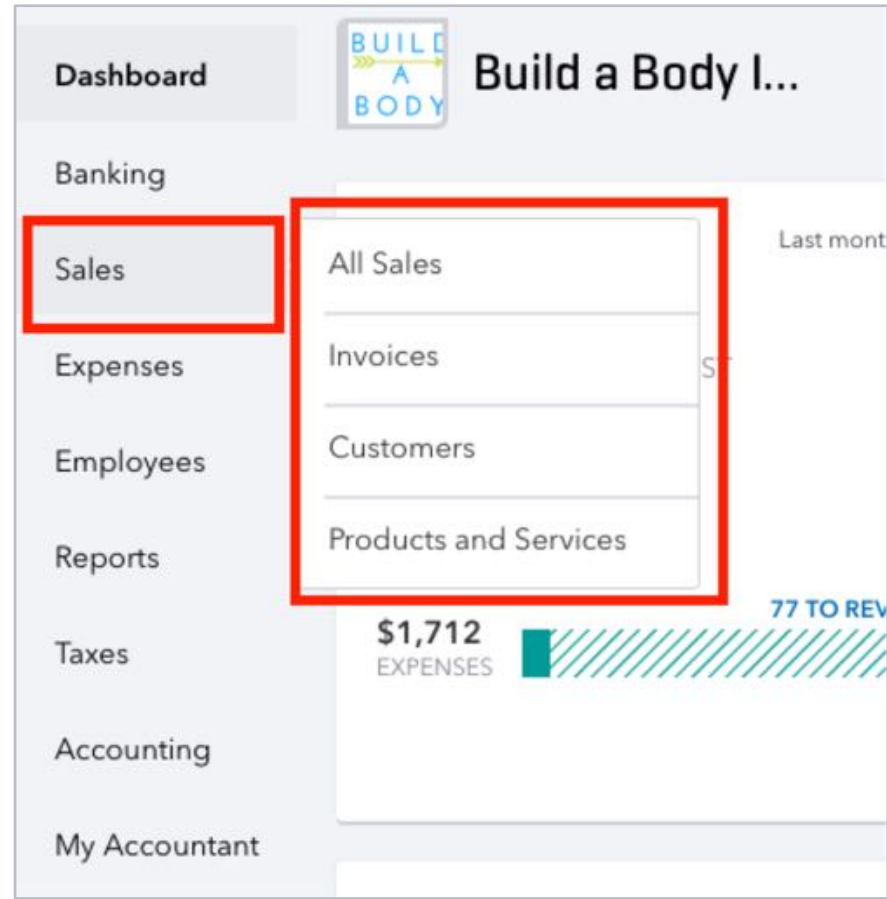
Cleared Date Intelligence

Redesigned Invoice Email

Sales Tax By Customer

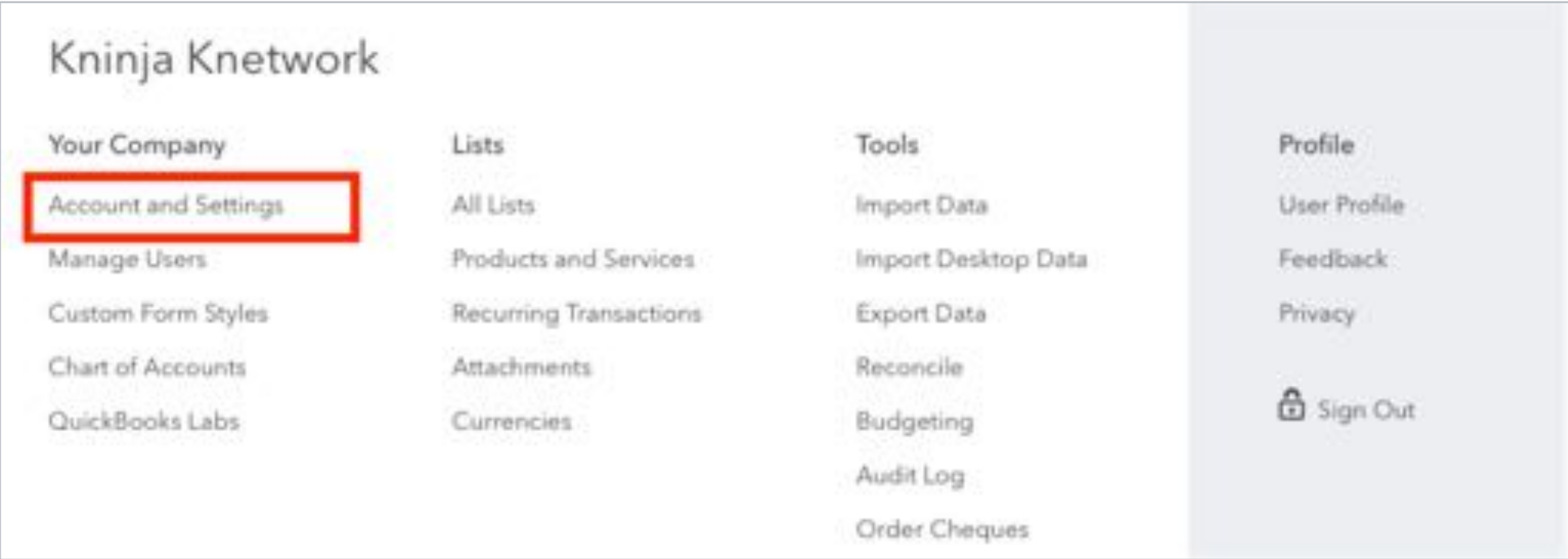
Expanding Sidebar Menus

A consistent frame to showcase charts, tables and images with commentary



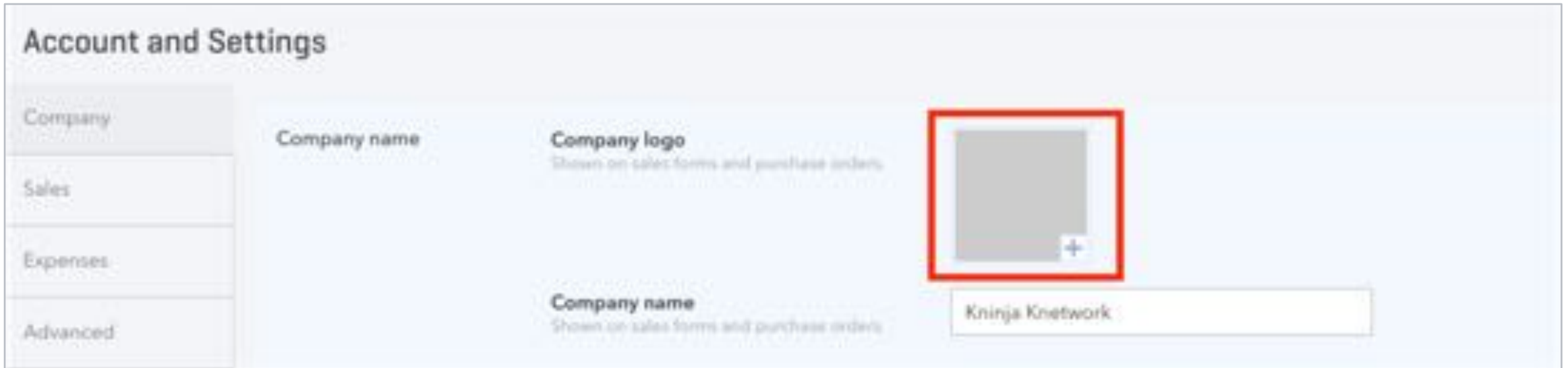
Multi Logo Support

Upload up to ten logos to QuickBooks Online and add to invoices. Save templates with unique logos.



Multi Logo Support

Upload up to ten logos to QuickBooks Online and add to invoices. Save templates with unique logos.



Account and Settings

Company

Company name

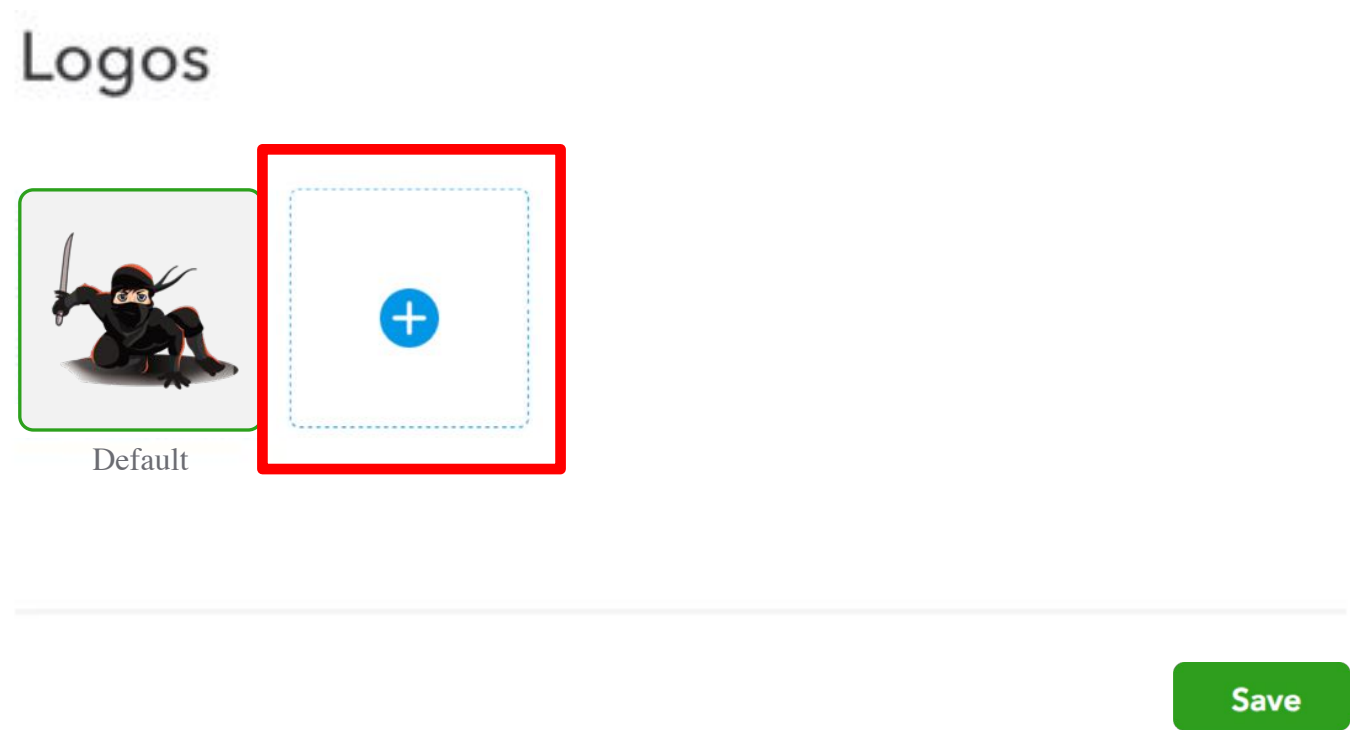
Company logo
Shown on sales forms and purchase orders

Company name
Shown on sales forms and purchase orders

Kninja Knetwork

Multi Logo Support

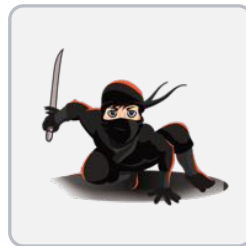
Upload up to ten logos to QuickBooks Online and add to invoices. Save templates with unique logos.



Multi Logo Support

Upload up to ten logos to QuickBooks Online and add to invoices. Save templates with unique logos.

Logos



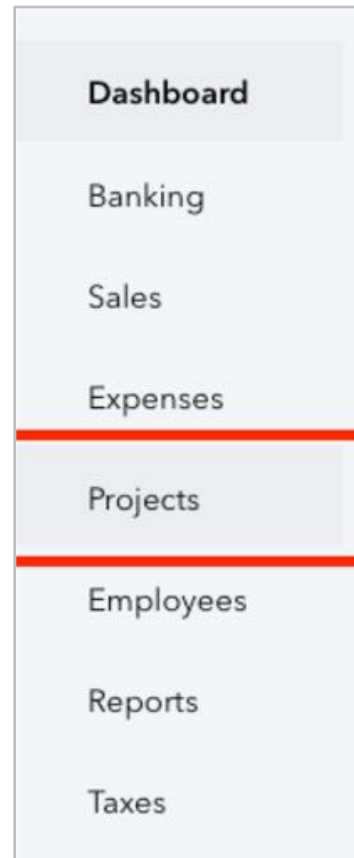
Default



Save

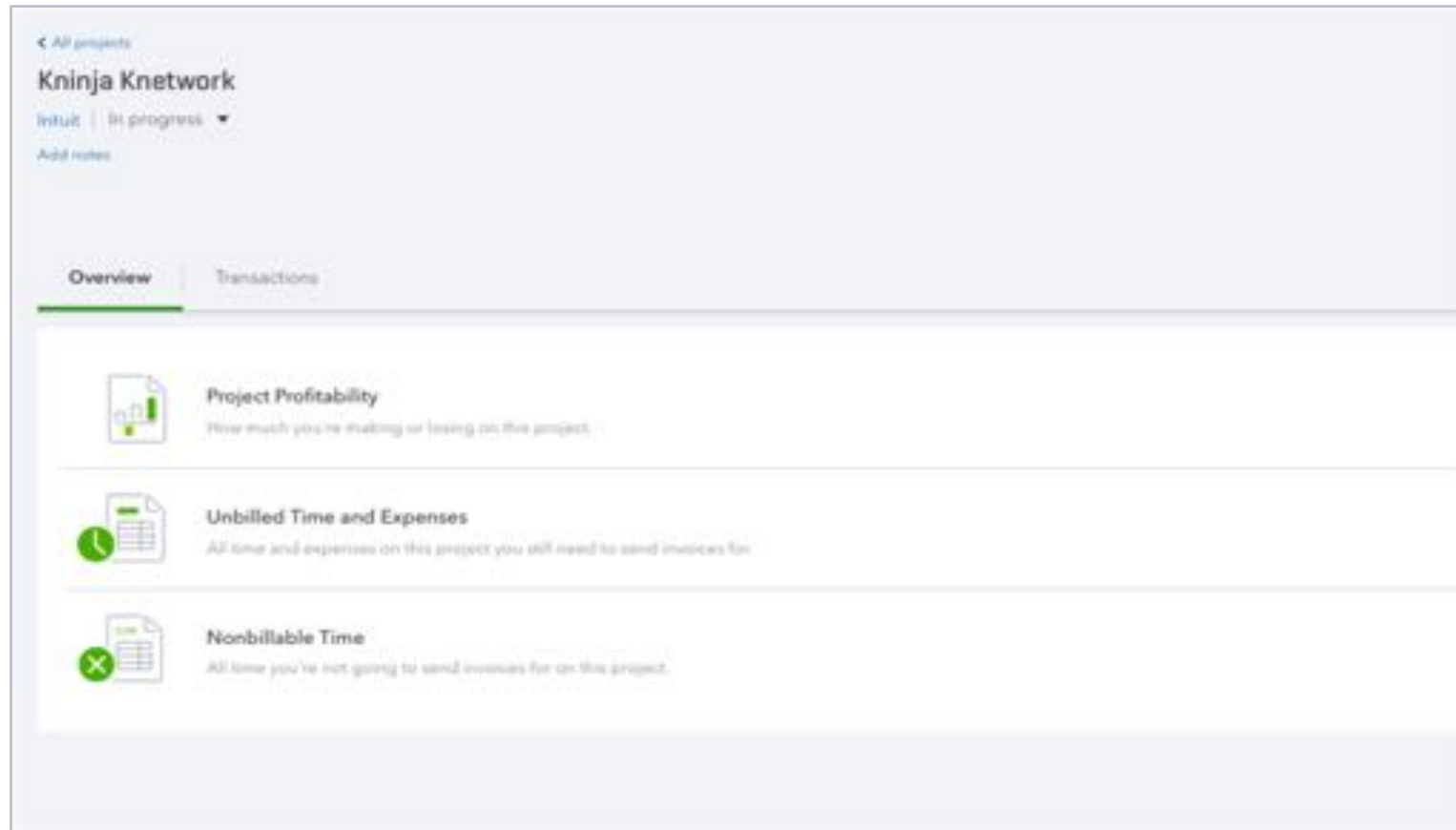
Introduction of Job Costing - Projects

Track revenue, expenses and time by project



Introduction of Job Costing - Projects

Track revenue, expenses and time by project



Introduction of Job Costing - Projects

Track revenue, expenses and time by project

Account and Settings		
Company	Default tax rate selection	Exclusive of Tax
Sales	Company type	Tax form
Expenses	Chart of accounts	Enable account numbers
Advanced		Discount account
		Markup income account
		Billable expense income account
	Categories	Track classes
		Track locations
	Automation	Pre-fill forms with previously entered content
		Automatically apply credits
		Automatically invoice unbilled activity
		Automatically apply bill payments
	Projects	Organize all job-related activity in one place

This information is intended to outline our general product direction, but represents no obligation and should not be relied on in making a purchasing decision.

Progress Invoicing

Create invoices of custom, partial amounts for any project estimate, split invoice amounts, and track what has been paid and outstanding.

×

How much do you want to invoice?

☒ Total of all estimate lines = \$4,000.00

☐

50%

 of each line =

\$2,000.00

☐ Custom amount for each line

Create invoice

Progress Invoicing

Create invoices of custom, partial amounts for any project estimate, split invoice amounts, and track what has been paid and outstanding.

Estimate #1005	4,520.00
This invoice (#1017)	1,130.00
Total invoiced	1,130.00

Cleared Date Intelligence

Coming soon: Cleared Date Intelligence, Reconciling the bank account has never been smarter or easier!

Chart of accounts > Bank register > Reconcile				DATE ▲		CLEARED DATE			
Reconcile 10000 TDCT Checking xx5478				11/01/2017		11/01/2017			
Statement ending date: September 9, 2018				11/01/2017		11/02/2017			
\$0.00				11/01/2017		11/15/2017			
STATEMENT ENDING BALANCE				11/01/2017		11/01/2017			
\$0.00				11/01/2017		11/01/2017			
BEGINNING BALANCE				11/01/2017		11/01/2017			
▽ × Statement ending date Clear filter / View all				11/01/2017		11/01/2017			
DATE	CLEARED DATE	TYPE	REF NO.	11/01/2017		11/01/2017			
01/01/2017		Deposit		11/01/2017		11/01/2017			
01/05/2017		Cheque	To Print	11/01/2017		11/02/2017			
01/12/2017		Cheque	194	11/02/2017		11/03/2017			
01/12/2017		Cheque	195	11/02/2017		11/03/2017			
01/17/2017		Bill Payment	Debit	11/04/2017		11/04/2017			
01/23/2017		Bill Payment	190	11/06/2017		11/06/2017			
02/01/2017		Cheque	189	11/06/2017		11/06/2017			
02/06/2017		Bill Payment	191	11/06/2017		11/06/2017			
03/01/2017		Cheque	To Print	11/06/2017		11/06/2017			
03/13/2017	03/13/2017	Transfer		11/06/2017		11/06/2017			
03/13/2017	03/13/2017	Transfer		11/06/2017		11/06/2017			
03/29/2017	03/29/2017	Transfer		11/06/2017		11/06/2017			

This information is intended to outline our general product direction, but represents no obligation and should not be relied on in making a purchasing decision.

Redesigned Email Templates

Seeing is believing!

Send email

Email

To: TopKinja@KinjaKnetwork.com

Subject

Invoice 1074 from Kinja Knetwork

Body

Dear Sharon Stone,

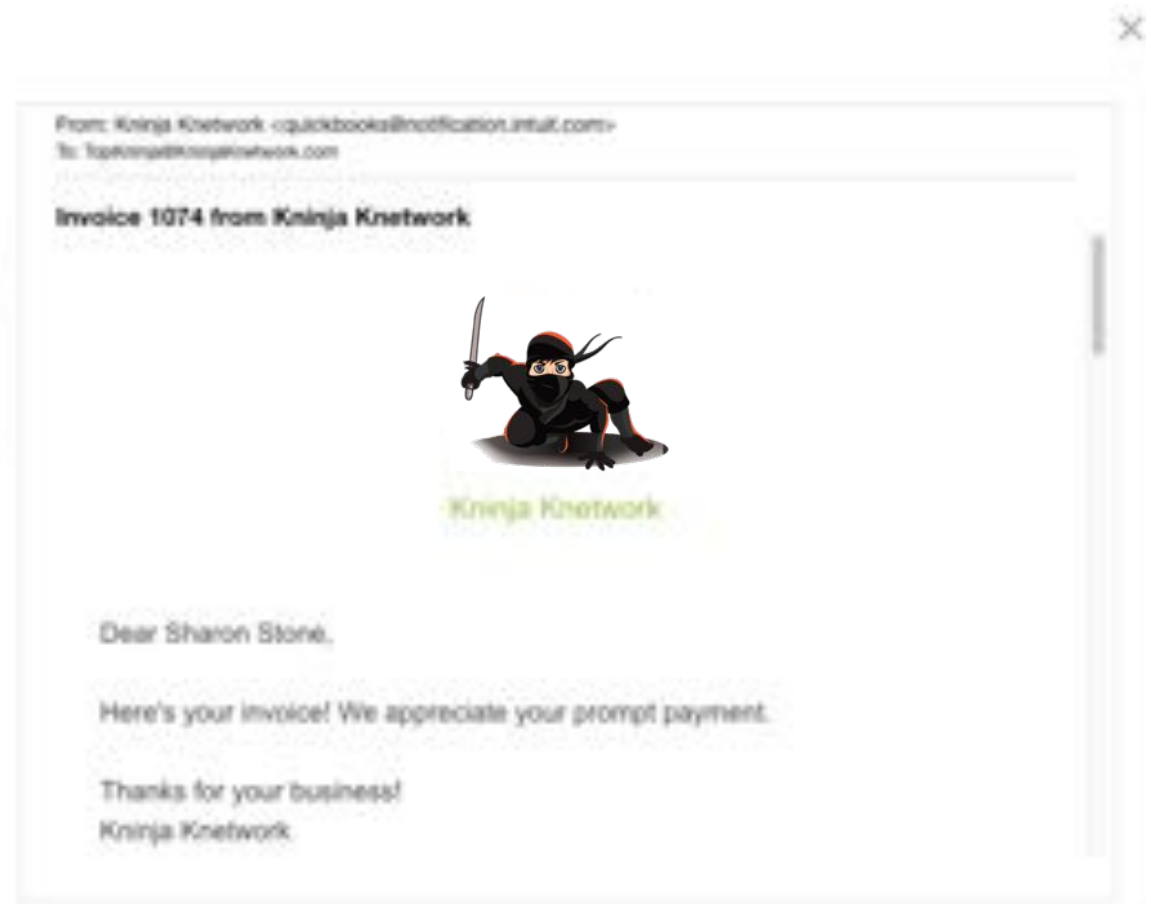
Here's your invoice! We appreciate your prompt payment.

Thanks for your business!

Kinja Knetwork

Online payments

☐ Cards    



Sales Tax by Customer

Ensure that customers with specific tax profiles are reflected correctly

Customer information

Title

First name

Middle name

Last name

Suffix

Arya

Stark

Email

Separate multiple emails with commas

Company

Phone

Mobile

Fax

Other

Website

* Display name as

Arya Stark

Print on cheque as

☒ Use display name

Arya Stark

Is sub-customer

☐

Enter parent customer

Bill with parent

Address

Notes

Tax info

Payment and billing

Attachments

Tax Reg. No.

☐ Assign default tax code

Default tax code

Enter Text

QuickBooks Online Accountant





intuit
quickbooks®

QuickBooks Online Accountant

QuickBooks Online Accountant Version (QBOA)

Client overview

Work notifications

Connect work to slack

Work templates

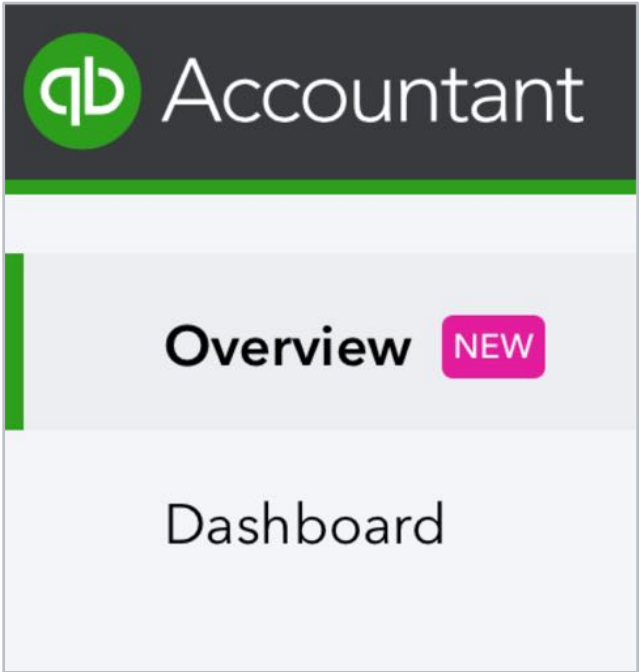
Manage app connections

Import invoices and bills

Inactivate things

Client Overview

Quickly see an overview of client books including QuickBooks setup information, banking activity, and areas requiring attention.



Client Overview

Quickly see an overview of client books including QuickBooks setup information, banking activity, and areas requiring attention.

COMPANY SETUP

Review the basics.

Subscription QuickBooks Online Essentials

Sales tax Enabled

Apps (3)

Plooto, Knowify for Contractors, Hubdoc

Client Overview

Quickly see an overview of client books including QuickBooks setup information, banking activity, and areas requiring attention.

BANKING ACTIVITY					
Estimate the effort to bring these accounts up to date:					
ACCOUNTS (4)	BANK BALANCE	IN QUICKBOOKS	UNACCEPTED	UNRECONCILED	RECONCILED THROUGH
TDCT Checking xs54789	\$21,333.43	\$-723,366.20	33 transactions	266 transactions	Never reconciled
TDCT Business Savings	\$55,743.49	\$102,569.47	7 transactions	39 transactions	Never reconciled
TD Visa - 3297	\$10,710.29	\$-915,582.43	893 transactions	247 transactions	Never reconciled
Scotiabank Chequing xs1307	\$-216,153.48	\$229,522.89	1,504 transactions	294 transactions	Never reconciled
Needs attention					

Client Overview

Quickly see an overview of client books including QuickBooks setup information, banking activity, and areas requiring attention.

COMMON ISSUES

Find areas in QuickBooks Online that may need your attention.

Undeposited funds

\$0.00

0

undeposited transactions

Uncategorized asset

\$0.00

0

transactions

Uncategorized income

Last 90 days

0

transactions

Uncategorized expense

Last 90 days

0

transactions

Opening balance equity ⓘ

\$1,678.28

Negative asset and liability accounts

7

TDCT Checking [x34789](#)

Axess - 8279

TD Visa - 3297

[MENA Credit Card](#)

Bank Loans

[View all](#)

30

@julietaurora

#QBConnect

qb

intuit

quickbooks.

CONNECT

Email notifications from work

Get updates on projects and tasks by email from Work in QuickBooks Online Accountant. Set preferences for when you want to receive notifications.

Work notifications

Email

Stay up-to-date on your work. When you get a new work assignment, or when someone makes a change to your projects or tasks, we send a notification to your inbox at:

qbo[REDACTED]

New assignments	On
Due dates	On
Details	Off
Status	Off
Name	Off
Assignees	Off
Deletions	Off

QBOA Work & Slack Integration

Get Slack notifications of project updates from work in QBOA.



QBOA Work & Slack Integration

Get Slack notifications of project updates from Work in QBOA.

Work notifications

Email

Stay up-to-date on your work. When you get a new work assignment, or when someone makes a change to your projects or tasks, we send a notification to your inbox at:

qbo@aissolutions.ca

New assignments

On

Due dates

On

Details

Off

Status

Off

Name

Off

Assignees

Off

Deletions

Off

Slack

Get new work assignments, status updates, and due date reminders, right in Slack. Use any channel, or set up private channels. New to Slack? [Learn More](#)

Connect Work to Slack

QBOA Work Templates

To help you get going faster, there are now templates to get you started

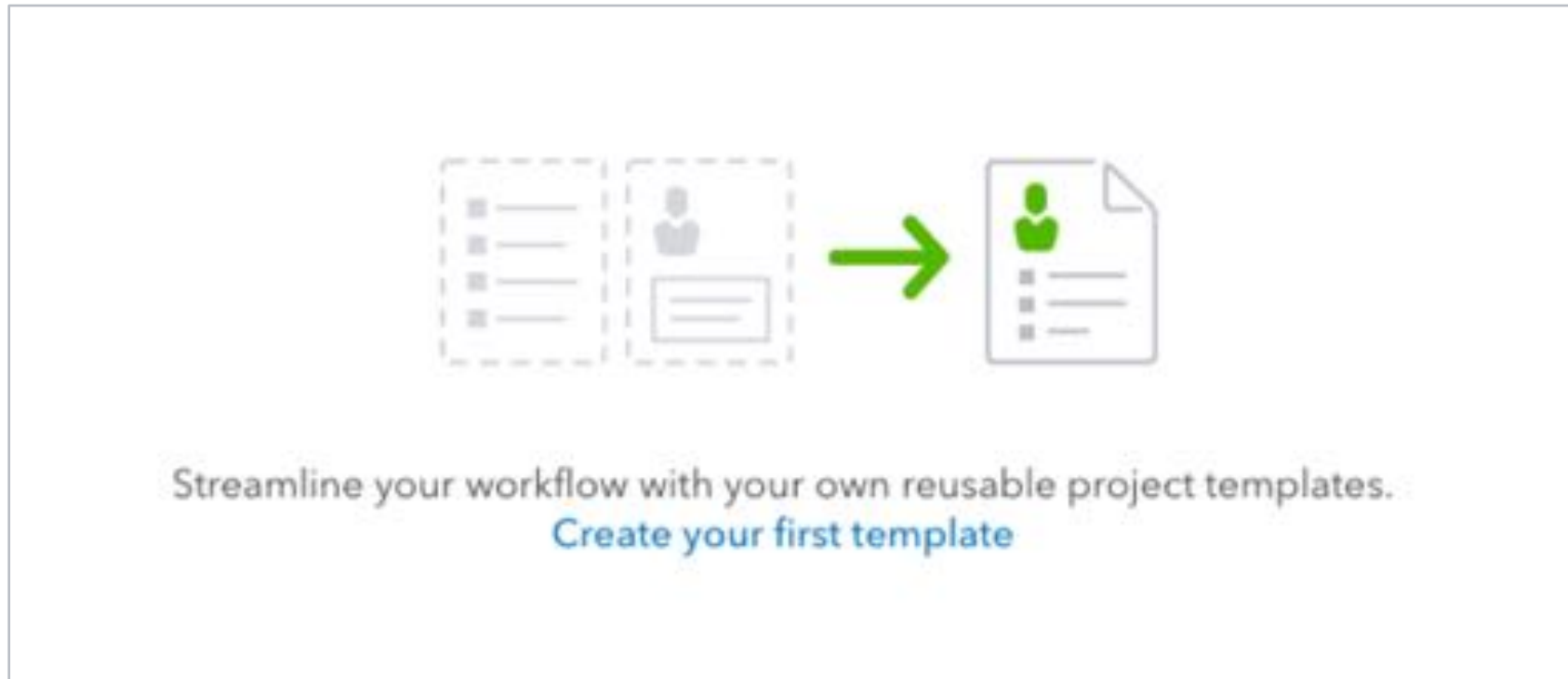
Quickstart templates

Use our standard templates as a starting point. Adjust tasks, due dates, and assignees when you create a project from a template.

NAME	ACTIONS
Bookkeeping	Create project
Year-end	Create project
Client onboarding	Create project
Payroll	Create project

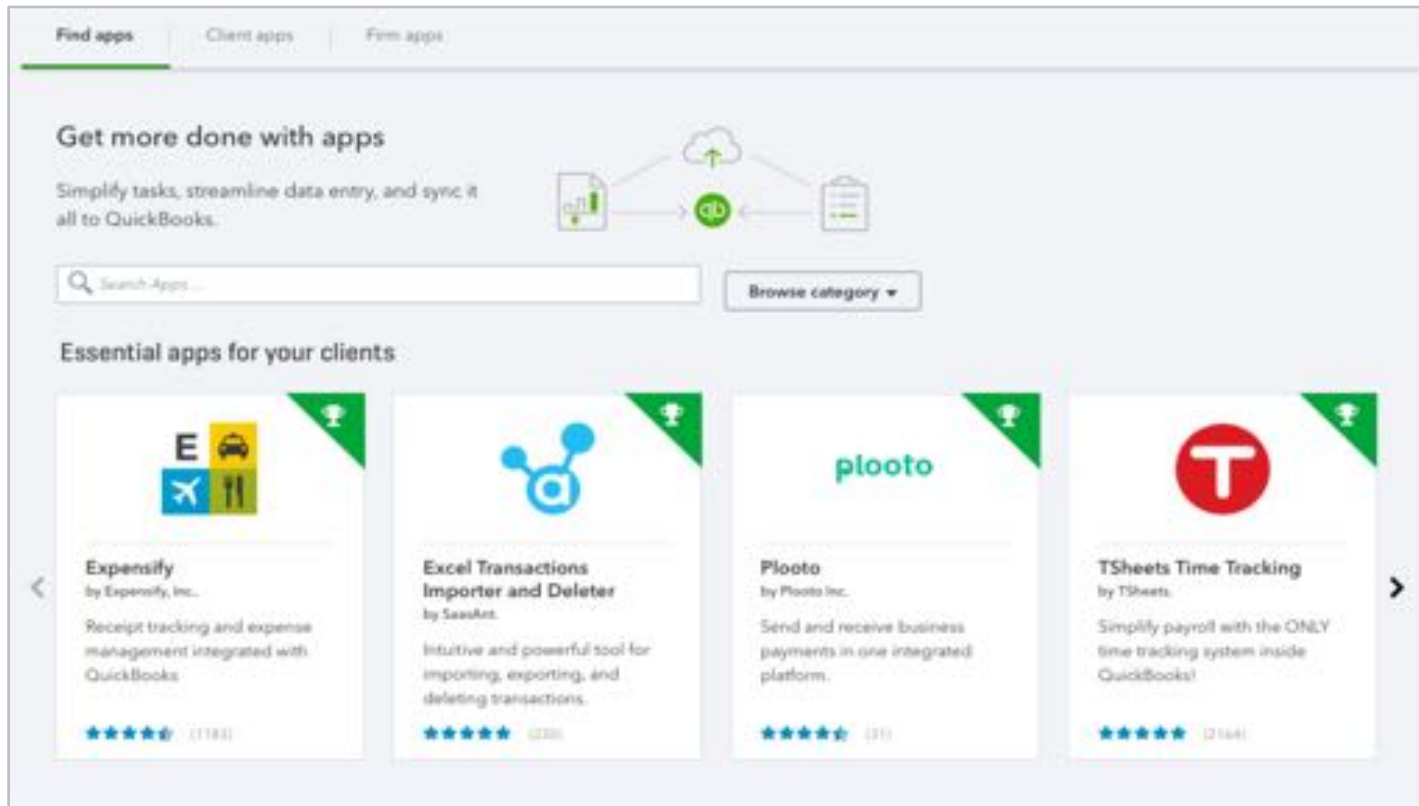
QBOA Work Templates

To help you get going faster, there are now templates to get you started



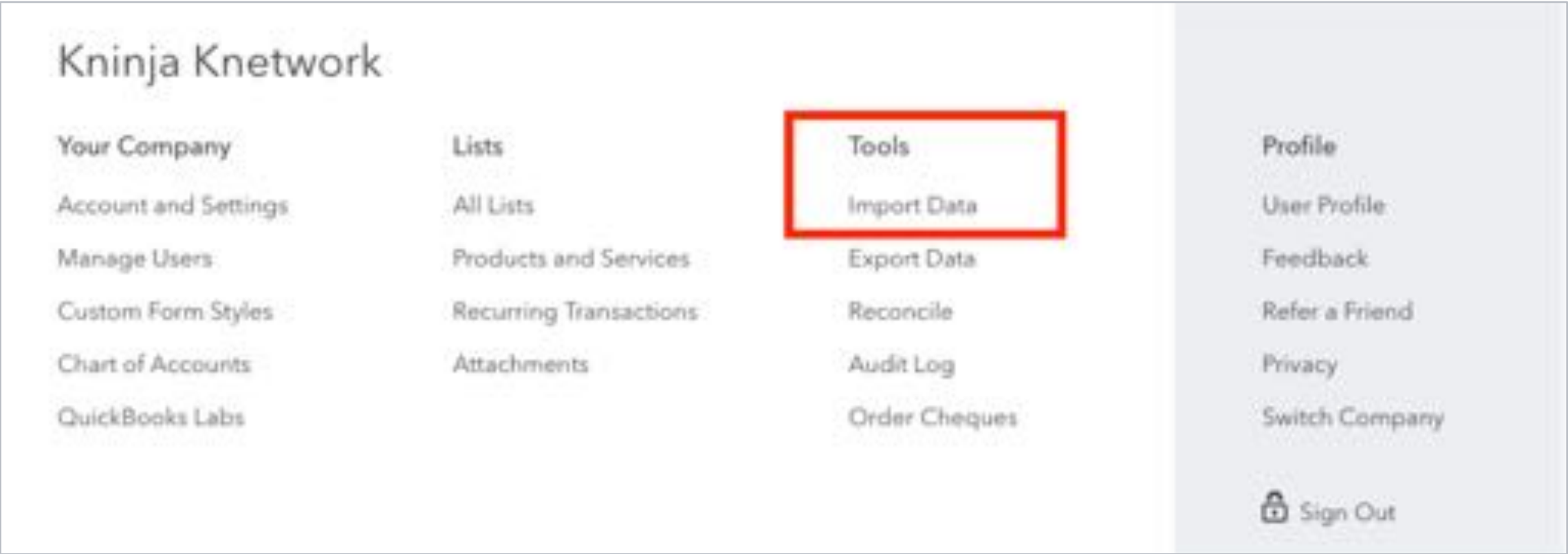
Manage Apps Connections

See a high-level overview of all the apps connected to client accounts and quickly take necessary actions such as activating or disconnecting apps.



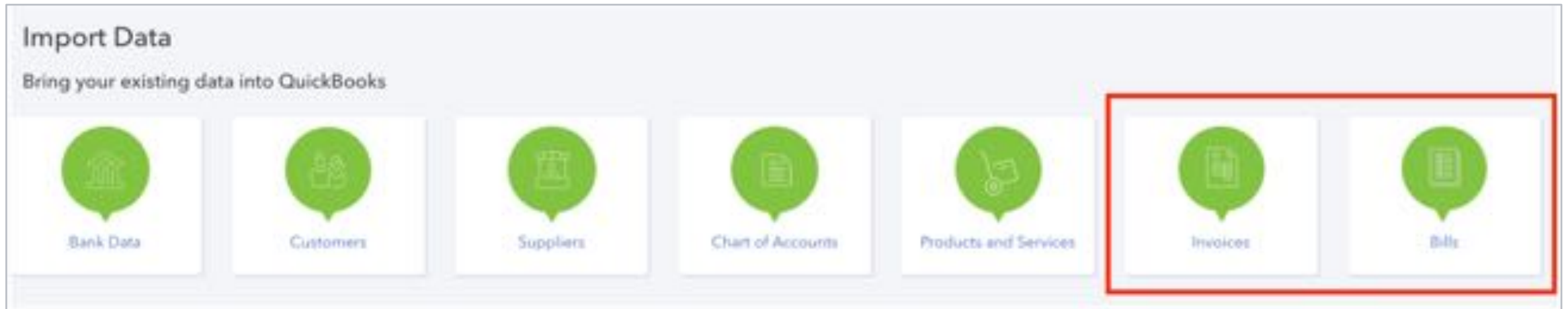
Import Invoices and Bills

Sometimes you need to get external data into QBO



Import Invoices and Bills

Sometimes you need to get external data into QBO




Import Invoices and Bills

Sometimes you need to get external data into QBO

First things first

Your CSV file must contain all our mandatory fields (marked as *). First time importing?
Read the [import guide](#).

 Preview what's required >

Upload your CSV file

⬇️ [Download an example](#)

Your CSV file can have no more than 1000 rows.

- ☐ Add new contacts that don't already exist in QuickBooks.
- ☐ Add new products/services that don't already exist in QuickBooks.

Import Invoices and Bills

Sometimes you need to get external data into QBO

Review and map the column headers in your CSV file with the QuickBooks fields.
Mandatory fields are marked as *

You must map all the mandatory QuickBooks fields.

QUICKBOOKS FIELDS	CSV COLUMN HEADERS		
* Invoice No	<div>*InvoiceNo</div>	✓	
* Customer	<div>*Customer</div>	✓	
* Invoice Date	<div>*InvoiceDate</div>	✓	<div>* Select date for...</div>
* Due Date	<div>*DueDate</div>	✓	
Terms	<div>Terms</div>	✓	
Service Date	<div>Select...</div>		
Item (Product/Service)	<div>Item(Product/Se...</div>	✓	
Item Description	<div>ItemDescription</div>	✓	
Item Quantity	<div>ItemQuantity</div>	✓	
Item Rate	<div>ItemRate</div>	✓	
* Item Amount	<div>*ItemAmount</div>	✓	<div>* Select tax amo...</div>
Item Tax Amount	<div>ItemTaxAmount</div>	✓	
* Item Tax Code	<div>*ItemTaxCode</div>	✓	
Memo	<div>Memo</div>	✓	

Inactivate Things

Tax Rates

← Back to setup tax

GST/HST Rates

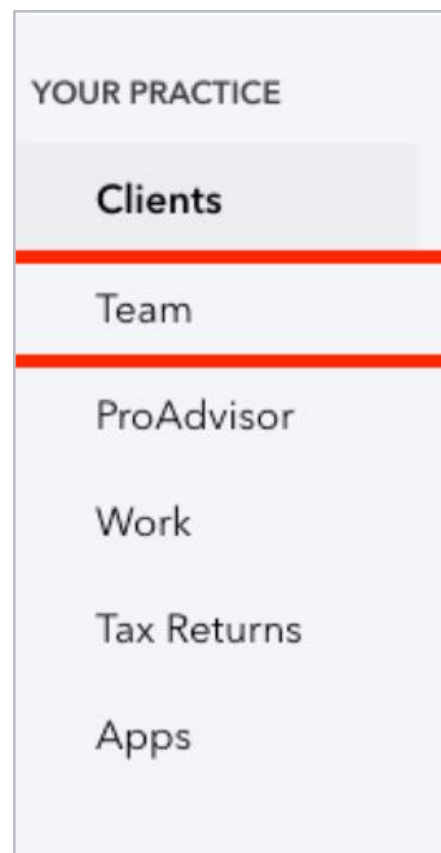
Add tax rate

TAX NAME	DESCRIPTION	ACTION
Exempt	Tax exempt	<input checked="" type="checkbox"/> On
Zero-rated	Zero-rated	<input checked="" type="checkbox"/> On
HST ON	Harmonized federal and provincial tax (Ontario)	<input checked="" type="checkbox"/> On

← First Previous 1-3 of 3 Next Last →

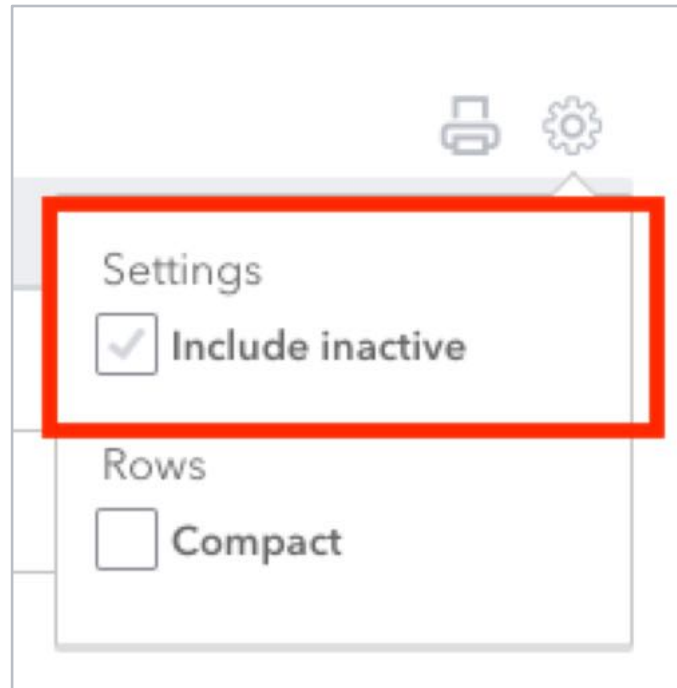
Inactivate Things Continued

Hide Inactive Team Members



Inactivate Things Continued

Hide Inactive Team Members



Find out What's New All the Time


From directly within QBOA!

Hi, I'm Brad and I'm here to help



Brad Hull
CAN BDM Consultant
Brad_Hull@intuit.com
[+1 9053669599](tel:+19053669599)





QBOA Release Notes
Stay up to date on the latest QuickBooks Online releases.



Product Updates
Announcing QuickBooks Online Projects!



The only way that we can live, is if we grow.

The only way that we can grow is if we change.

The only way that we can change is if we learn.

The only way we can learn is if we are exposed.

And the only way that we can become exposed is if we throw ourselves out into the open.

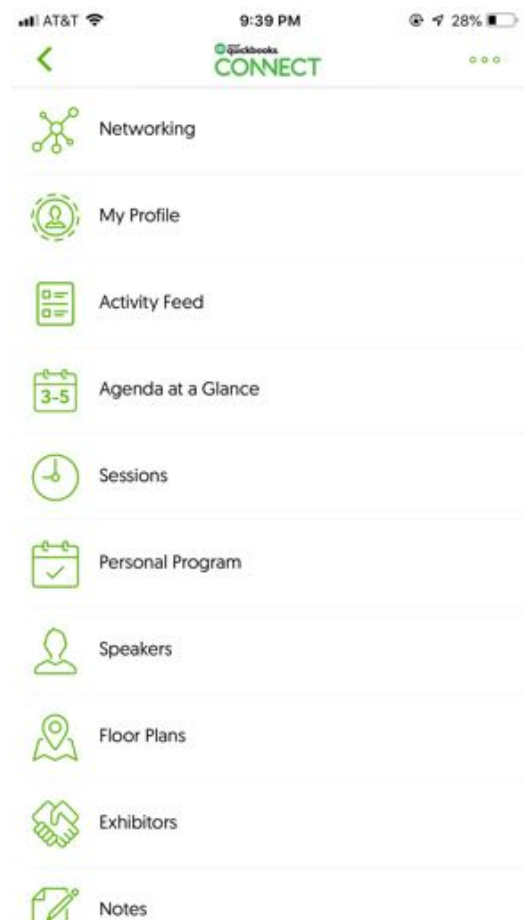
Do it. Throw yourself.

C. JoyBell C.

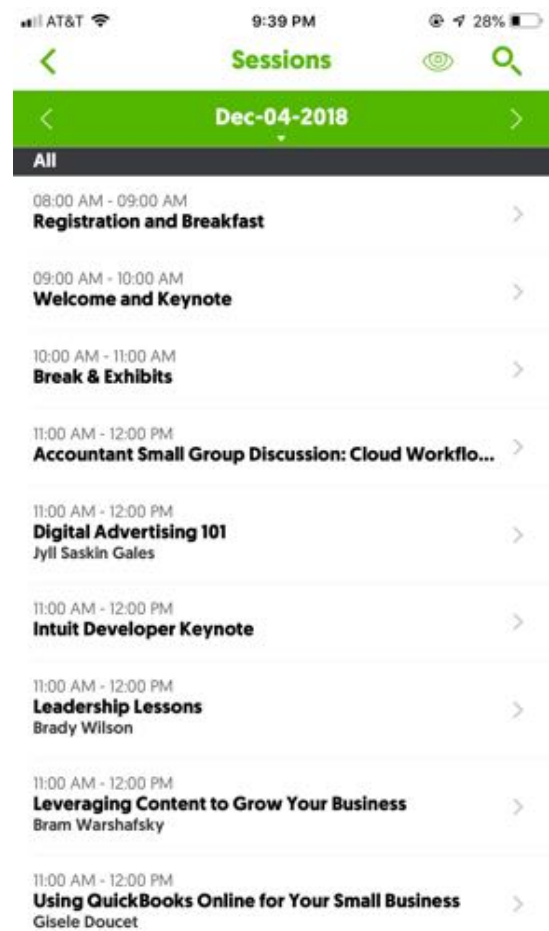
Questions?

Rate this session in the mobile app

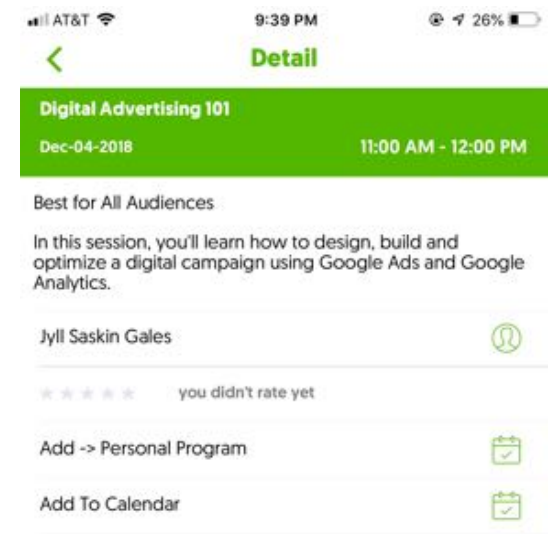
1. Select Sessions



2. Select Title



3. Add Rating



Material Download

Session slides can be found on the QuickBooks Connect agenda page

- 1) Find the session on the agenda
- 2) Select + for more information
- 3) Download PDF of slides

<https://can.quickbooksconnect.com/agenda/>

11:00 am-12:00 pm	Breakout Sessions	
	Digital Advertising 101	+
	Leveraging Content to Grow Your Business	+
	Leadership Lessons	+
	Using QuickBooks Online for Your Small Business	+
	Warrior Approach to Productivity • session repeats	+
	Accountant Small Group Discussion: Cloud Workflows	+
	Intuit Developer Keynote • session repeats	+

