



QuickBooksTM Conversion to NolaPro[®]

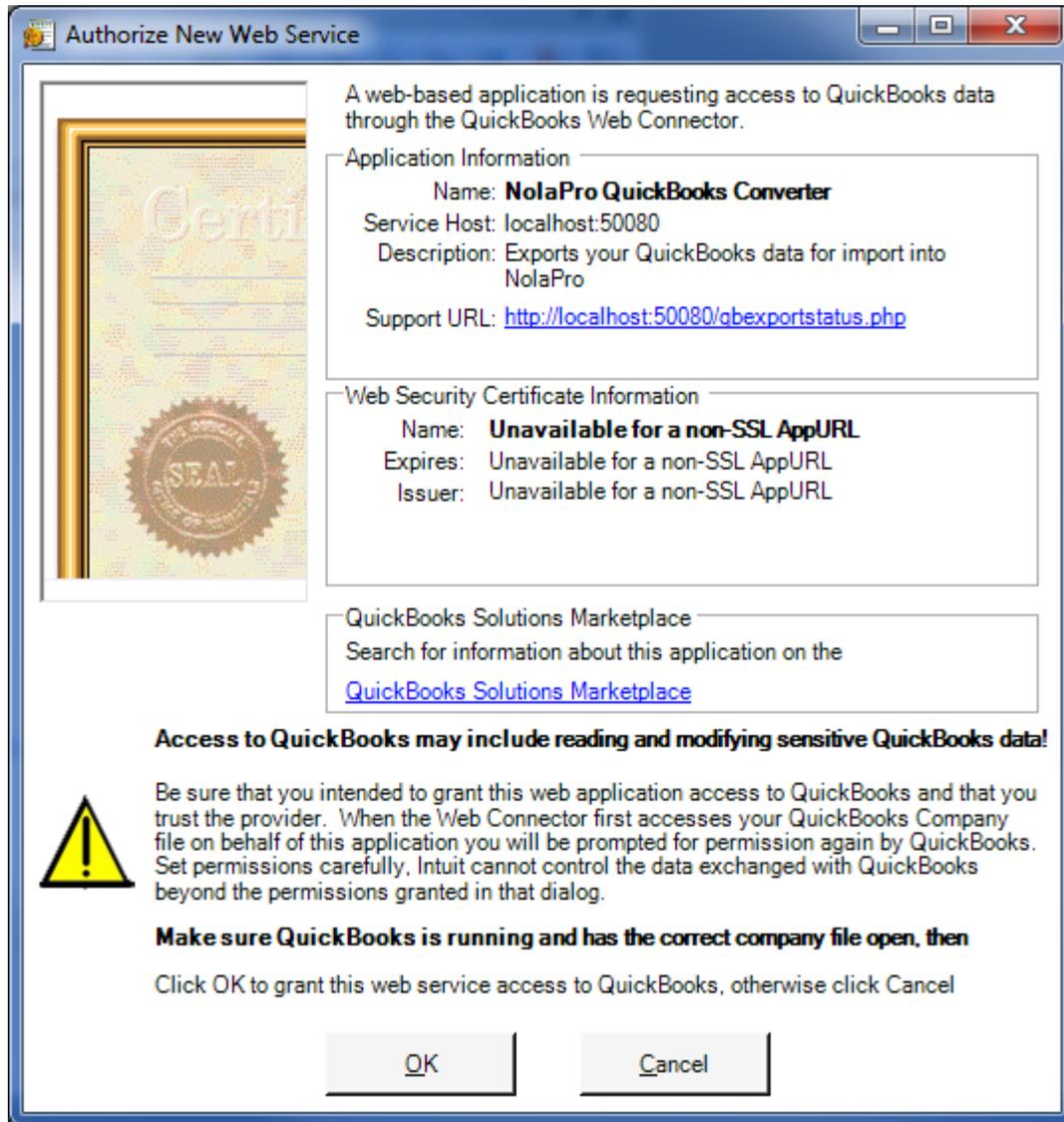
The **NolaPro QuickBooks Converter** program allows you to bring in data from QuickBooks so that you can get up and running with NolaPro more quickly. The program will transfer into NolaPro:

- General Ledger Accounts
- Beginning GL Balances
- Customers
- Invoices
- Vendors
- Bills
- Sales Taxes
- Price Levels
- Items
- Employees
- Invoice Terms
- Sales Reps

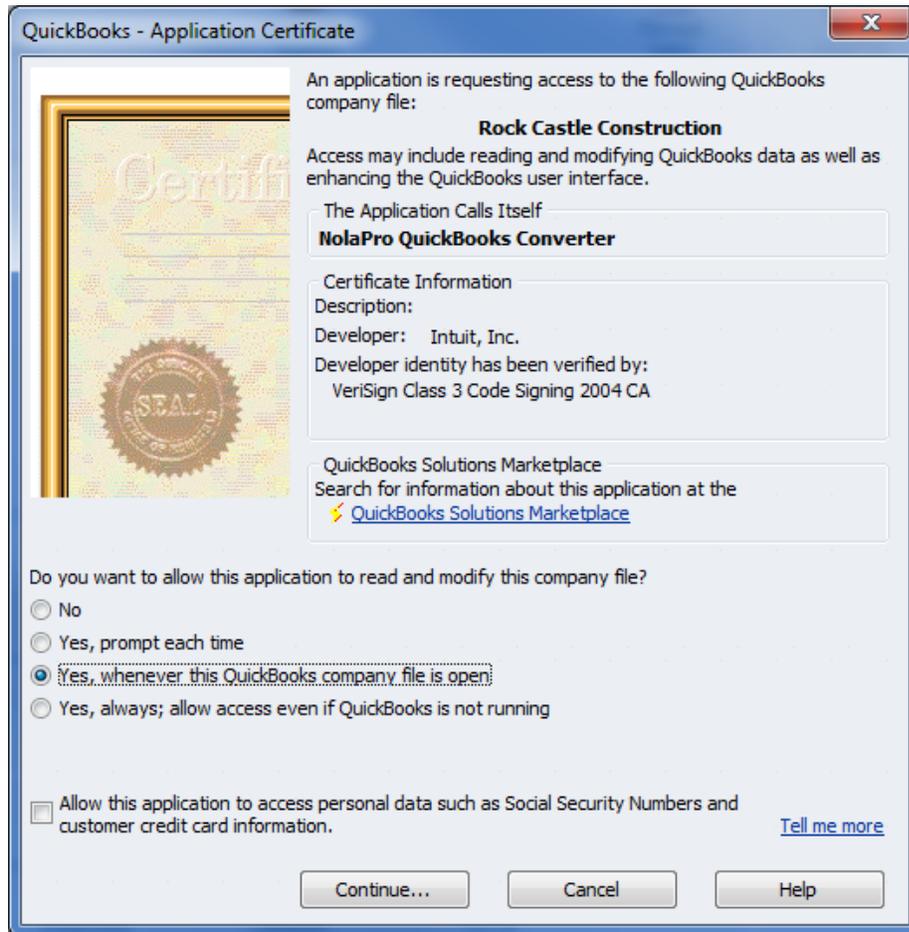
Getting data out of QuickBooks and into NolaPro occurs in two major steps. First, data must be extracted from QuickBooks. After the data is successfully pulled out of QuickBooks you can then go through the process of importing it into NolaPro.

Exporting QuickBooks Data

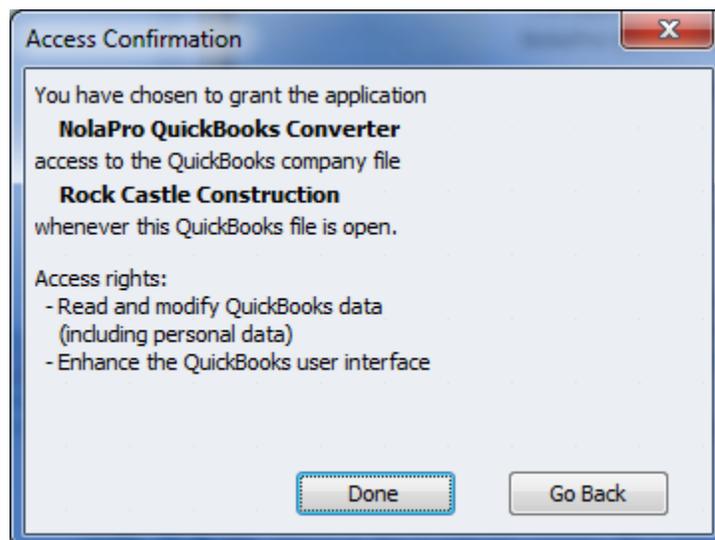
1. Install the latest version of NolaPro on the same machine QuickBooks is running on.
2. Go through the initial installation steps for NolaPro.
3. Bring up QuickBooks and open the company file you want to get data out of.
4. Download and install the QuickBooks Web Connector from <http://marketplace.intuit.com/webconnector> on the same machine QuickBooks is running on.
5. In the Web Connector program click on the *Add an application* button at the bottom. Locate the *nolaproqb.qwc* file contained in the zip file you downloaded and click *Open*. You will get a message like the picture below. Click *OK*.



6. You will also receive a message in QuickBooks asking you to give access to the NolaPro QuickBooks Converter. Choose "Yes, whenever this QuickBooks company file is open." If you need social security numbers for employees check the box at the bottom for allowing access to personal data. Click *Continue*.

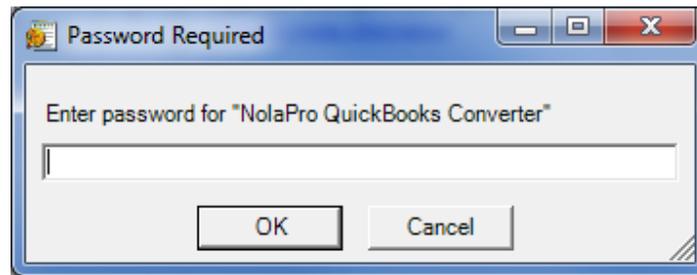


7. Click Done on the confirmation page that comes up.

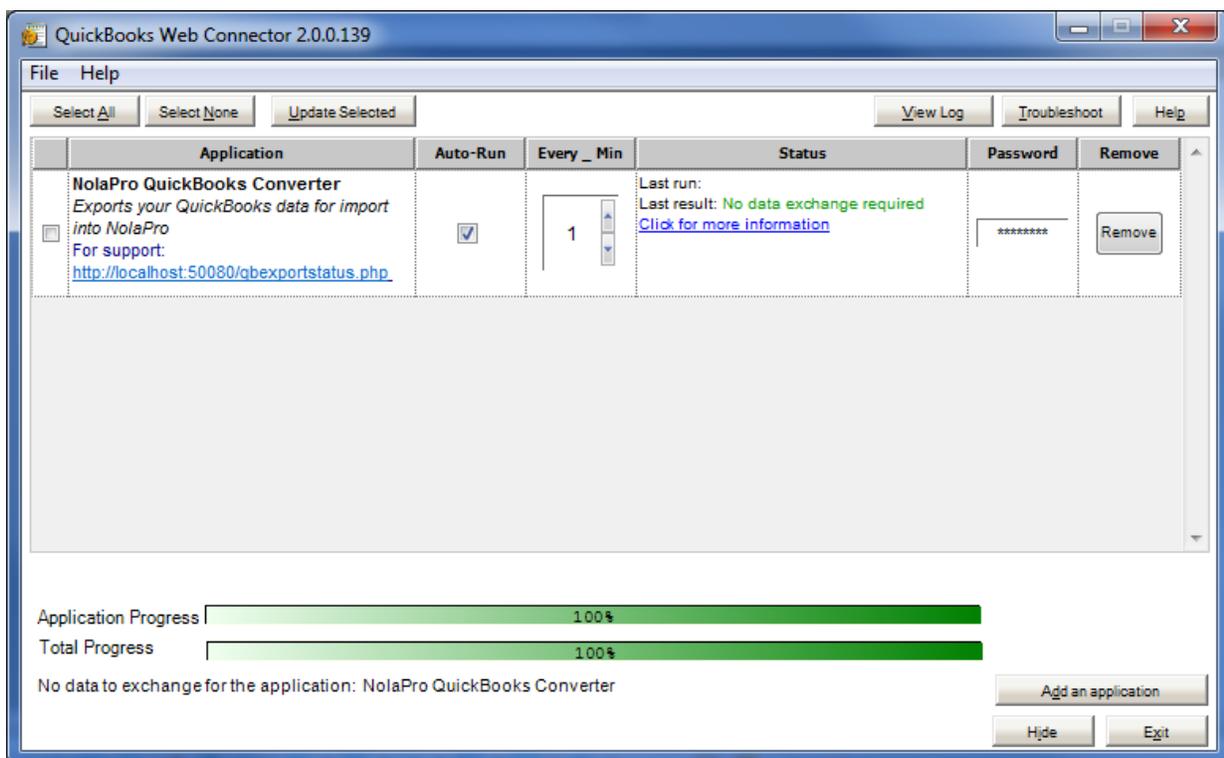


8. A password box should then pop up back in the Web Connector program. If it doesn't, look for a password field to the left of the Remove button or click on the *Click for more information* link.

Enter the password *nolapro* and click *Yes* to save the password.



9. The Web Connector will check your NolaPro installation every minute to see if you have submitted a request to export QuickBooks data.



10. Log into NolaPro and go to Tools → Exports → Export Data From QuickBooks. Click on the link *Submit Export Request To QuickBooks Web Connector*. This will tell Web Connector to get data out of QuickBooks for you.
11. You should see a list of Pending Export Requests in NolaPro. Click the *Refresh* link to see if the requests have been processed yet. When all requests have been processed you can click on the *Go To Import Page* link to bring data into NolaPro.
12. If you want to move your exported QuickBooks data to another installation of NolaPro (for example to a hosted account), click on the *Download Export Zip File* link. In your hosted account or other version of NolaPro go to Tools → Exports → Export Data From QuickBooks and choose to Upload An Existing Export Zip File. After doing this, click the *Go To Import Page* link.