## **GL Totals Export Overview**

**PWS PartsWatch R57.3** 

## **General Ledger Totals Export**

PartsWatch General Ledger functionality provides the ability to accurately export sales totals in a format applicable to both QuickBooks and other third party general ledger software packages. Totals only are exported since all transaction detail is available in the Invoice Journal, Cash Drawer and A/R Transactions reports in PartsWatch.

The General Ledger Sales Total Export is accomplished in PartsWatch as follows:

- A setup screen provides the ability to map a third party accounting package General Ledger chart of accounts names/numbers to the appropriate PartsWatch sales transaction totals.
- The totals are identified by name and account type (Income, COGS, Asset, Liability, Expense) providing all totals necessary for Double Entry totals balancing.
  - A worksheet in the F1 Help file can be printed and used to assist in mapping the G/L accounts to the sales totals.
  - Multi-stores are able to map their G/L accounts as store specific or copy them across all stores.
- Export files are automatically created during the end-of-day process, and a setup allows automatic or manual export of the created files.
  - If automatic, the export is initiated by the system and no further input is needed from the user.
  - If manual, a screen is provided to:
    - View the sales totals with debit / credit columns for double entry balancing before exporting.
    - Optionally view / export totals with a zero balance or eliminate zero balance totals.
    - View / export credit and debit cards as a single total, or provide separate totals for each type.
    - Report the totals before exporting.
    - Initiate the export.
    - Re-display / report or re-export files if needed.
- Whether automatic or manual, exported files:
  - Are saved in either an .iif format for QuickBooks or a .csv (comma separated values) format for Excel or other accounting software.
  - Remain on the pre-determined directory, ready for user-import into QuickBooks or other software.