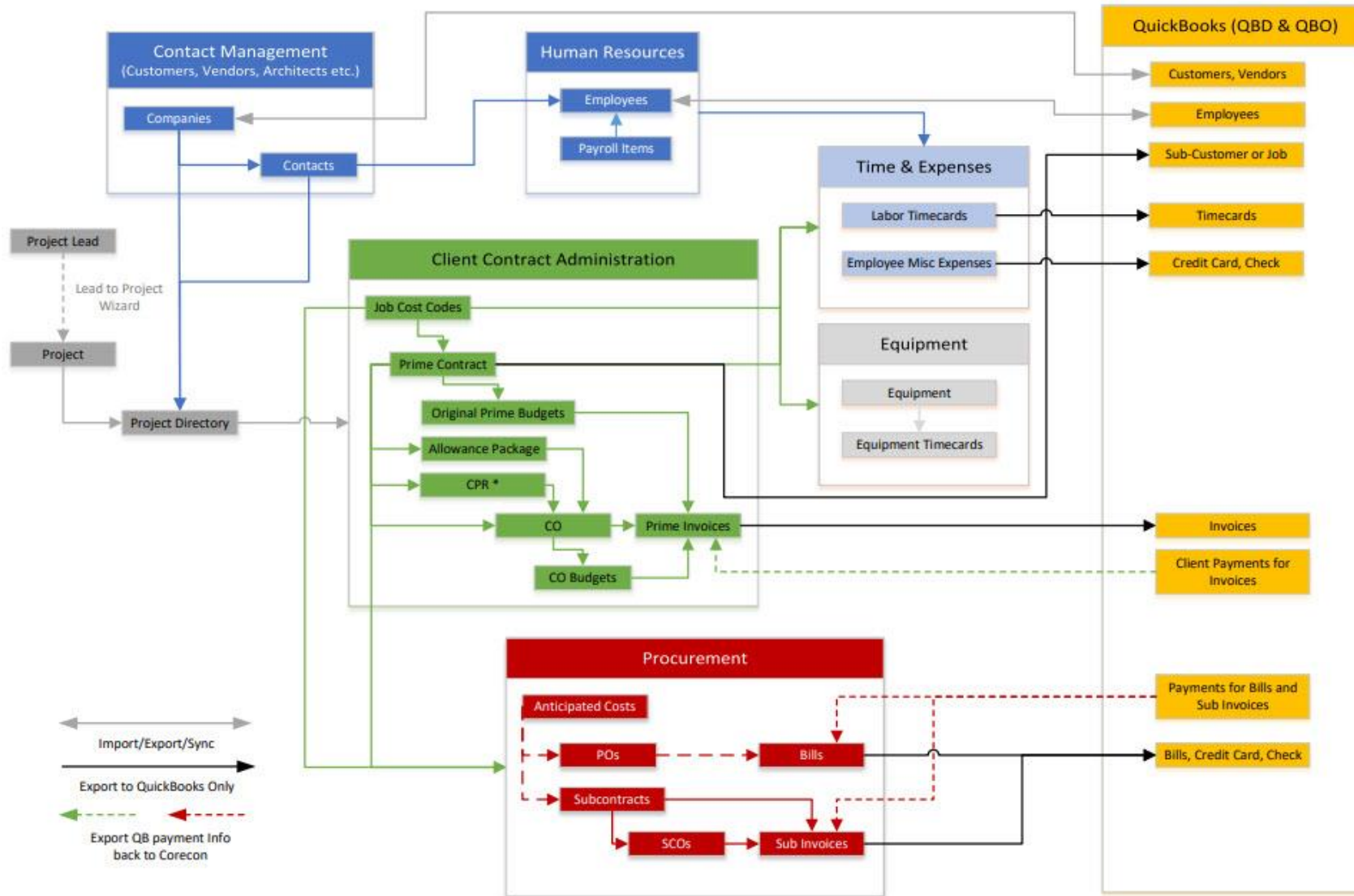




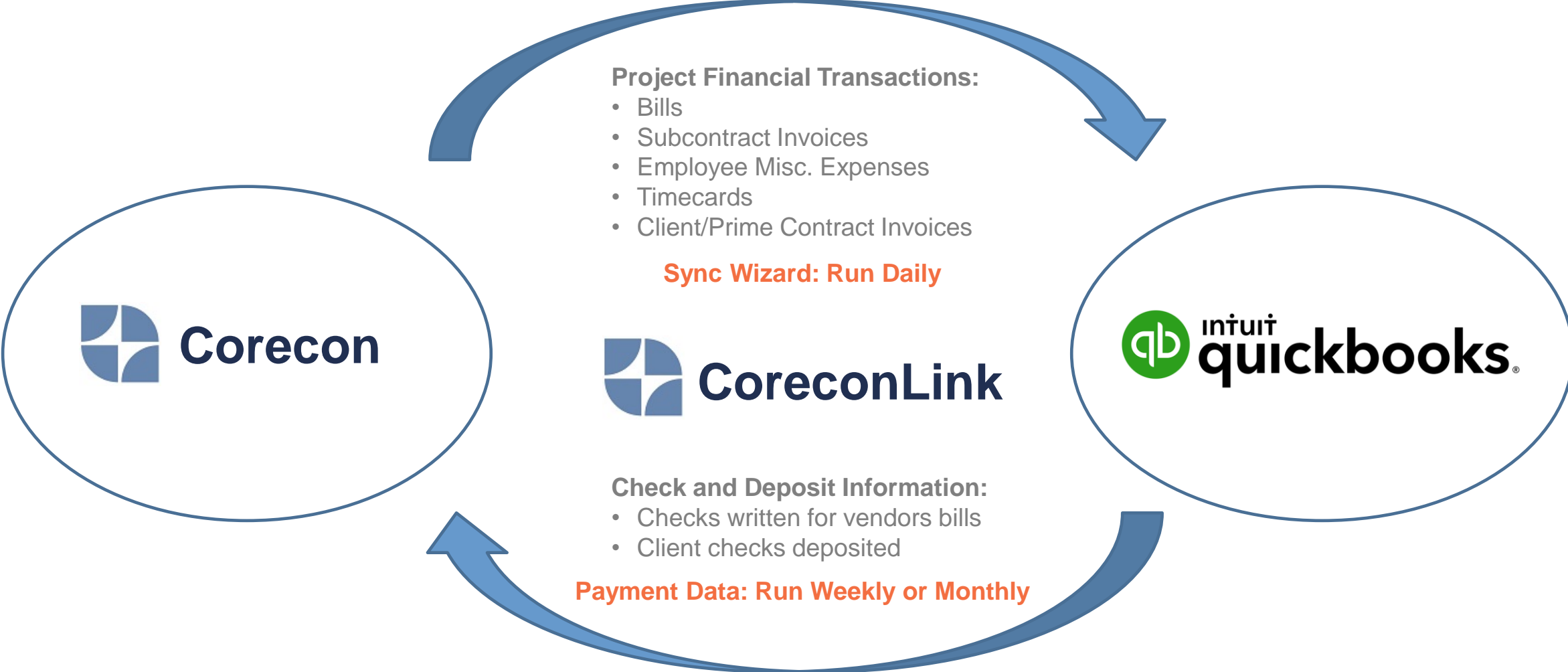
A SINGLE SYSTEM TO STREAMLINE YOUR PROJECT-BASED OPERATION

QuickBooks Online Data Setup Suggestions and CoreconLink Overview

CoreconLink for QuickBooks - Integration Overview



CoreconLink for QuickBooks – Sync/Payments Schedule



Customer, Vendor and Employee Integration

Customers:

- Clients can be imported/exported to either system.
- Address, Phone & Fax Sync: Yes

Vendors:

- Vendors can be imported/exported to either system.
- Address, Phone & Fax Sync: Yes

Employees:

- Employees can be imported/exported to either system.
- Address, Phone & Email Sync: Yes

Customer and Job Integration

Corecon Awarded Job Setup:

- Project #, Title
- Project Directory (e.g. Customer, Your Firm, Architect, Subs, Suppliers)
- Job Cost Codes
- Prime Contract (aka Client Contract)
- Budgets (e.g. Contract Amount, Cost, Hours)

Intuit QuickBooks Online:

- Customer
- Sub Customer (aka Job)

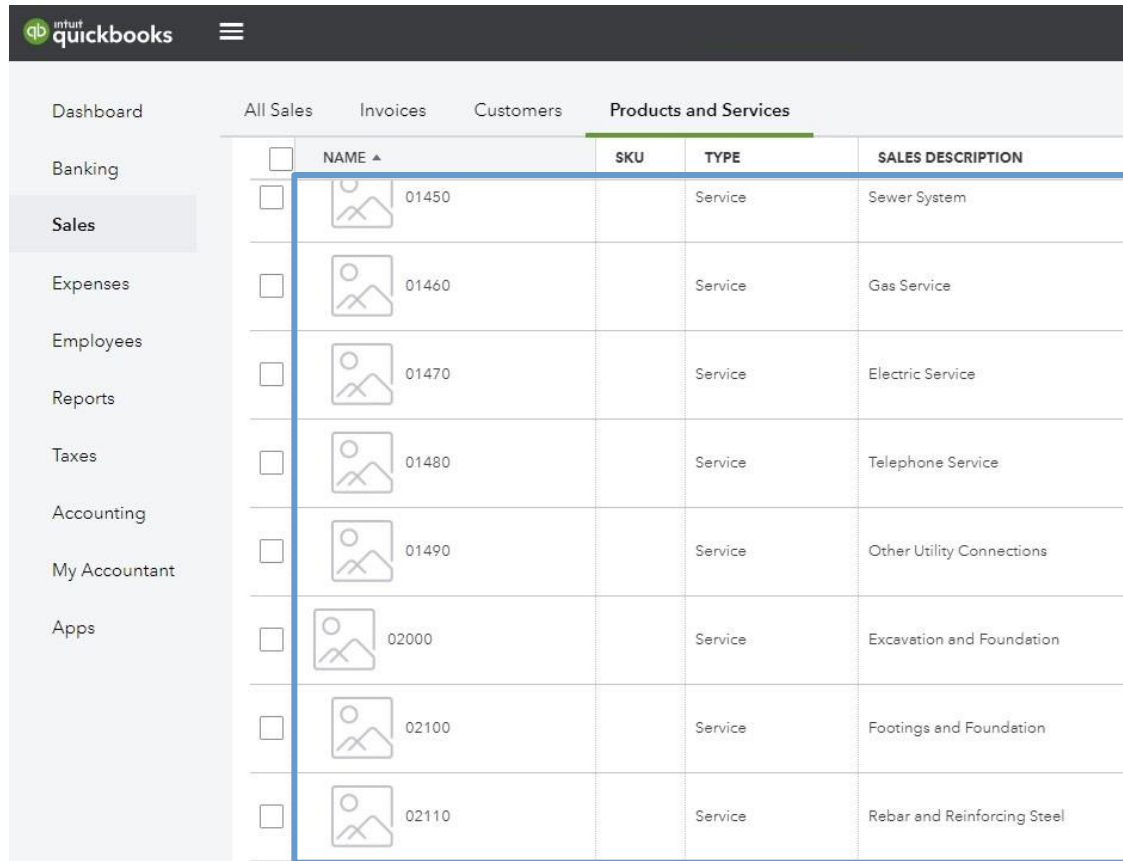










Customer	Phone	Balance	Action
<input type="checkbox"/> CNC Manufacturing, Inc CNC Manufacturing, Inc	(714) 765-2300	\$8,357.63	Receive payment
<input type="checkbox"/> 2014-10-CNC	(714) 765-2300	\$8,357.63	Receive payment
<input type="checkbox"/> Donaldson, John and Mary Donaldson, John and Mary	7148972345	\$15,300.00	Receive payment
<input type="checkbox"/> 2016-09-Donaldson-001	(714) 897-2345	\$15,300.00	Receive payment
<input type="checkbox"/> Falin, John and Jane Falin, John and Jane	(949) 234-0002	\$0.00	Create invoice
<input type="checkbox"/> 2013-09-Falin	(949) 234-0002	\$0.00	Create invoice
<input type="checkbox"/> Fallbrook, John and Jane Fallbrook, John and Jane	(714) 876-1202	\$0.00	Create invoice
<input type="checkbox"/> 2015-01-Fallbrook	(714) 876-1202	\$0.00	Create invoice

Customer = Client referenced on Corecon's Prime Contract

Job # = Corecon's Project # - Prime #

Service Item Setup – Cost Codes



NAME ▲	SKU	TYPE	SALES DESCRIPTION
 01450		Service	Sewer System
 01460		Service	Gas Service
 01470		Service	Electric Service
 01480		Service	Telephone Service
 01490		Service	Other Utility Connections
 02000		Service	Excavation and Foundation
 02100		Service	Footings and Foundation
 02110		Service	Rebar and Reinforcing Steel

The Golden Rule of Job Costing:
Regardless of software being used, estimating, project management and accounting staff need to agree on a master cost code list!


Industry Standard Codes to Consider:
Commercial:
CSI 95, CSI 2016, Uniformat

Residential:
NAHB

Note: NAHB Cost Codes shown as Service Items.

Service Item Setup – Cost Codes (continued)

Product/Service information

 Service [Change type](#)

Name*
02100

SKU

Is sub-product/service

02000

Class
Assign a class

Sales information
 I sell this product/service to my customers.
Footings and Foundation

Sales price/rate 0

Income account
4110 Construction Income

Is taxable

Purchasing information
 I purchase this product/service from a vendor.
Footings and Foundation

Cost 0


Expense account
5110 Job Related Costs

When exporting project financials from Corecon to QBO, Job Cost Code references will be replaced with Service Items. Thus, it is recommended that these items ([code and description](#)) would match in both systems.

Typically, Service Items would reference the same **Income** and **Expense/COGs** GL chart of accounts.

Service Item Setup – Unclassified Item

Product/Service information

 Service [Change type](#)

Name*
CCUnc

SKU

Is sub-product/service

Enter parent product/service

Class
Assign a class

Sales information

I sell this product/service to my customers.

Construction Unclassified

Sales price/rate: 0

Income account: 4110 Construction Income

Is taxable

Purchasing information

I purchase this product/service from a vendor.

Construction Unclassified

Cost: 0


Expense account: 5110 Job Related Costs

The CoreconLink needs to have a "backup" item just in case a Corecon transaction references a cost code that is not in QBO. This **unclassified item** (ex. CCUnc) would be used in those rare cases. Although Corecon could create Service Items dynamically, this is not advised since duplicate cost codes could be created if the number was slightly off from one project to another. Thus, having an unclassified item is a better approach in the long term to avoid duplicates.

Typically, the unclassified item would reference the same **Income** and **Expense/COGs** GL chart of accounts as standard cost code service items. See previous slide as an example.

Service Item Setup – Retainage or Holdback

Product/Service information

 Service [Change type](#)

Name*
Retention

SKU

Is sub-product/service

Enter parent product/service

Class
Assign a class

Sales information

I sell this product/service to my customers.

Retention

Sales price/rate: 0

Income account: 1320 Retentions Receivable

Is taxable

Purchasing information

I purchase this product/service from a vendor.

Retention

Cost: 0

Expense account: 2220 Retentions Payable

This item is only applicable when Prime or Subcontract **Retainage (aka Holdbacks)** will be tracked in QBO.

GL Chart of Accounts:
Retentions Receivable

Account Type: Non Tax Related | Other Current Asset
Applicable Transactions: Prime Contract Invoices

Retentions Payable

Account Type: Non Tax Related | Other Current Liability
Applicable Transactions: Subcontract Invoices

Note: Example retention transaction shown on next slide.

Exporting Transactions With or Without Retainage

Corecon Prime or Sub Invoice Example - 10% Retainage

Item Description	Invoice Gross Total	Retainage	Invoice Less Retainage	Job Cost Code
Concrete	\$50,000	\$5,000	\$45,000	03000
Masonry	\$40,000	\$4,000	\$36,000	04000
Subtotal	\$90,000	\$9,000	\$81,000	

Same Invoice Exported To QBO WITHOUT Retainage Shown (RECOMMENDED)

Item Description	Total	Service Item
Concrete	\$45,000	03000
Masonry	\$36,000	04000
Subtotal	\$81,000	

Same Invoice Exported To QBO WITH Retainage Shown

Item Description	Total	Service Item
Concrete	\$50,000	03000
Masonry	\$40,000	04000
Retention	-\$9,000	Retention
Subtotal	\$81,000	

CoreconLink for QBO – Sync Preferences

Tower General Contracting

Corecon technologies qb intuit quickbooks. CoreconLink for QuickBooks Online Home

Sync Preferences

Sync Contact Management Projects Accounts Payable (AP) Accounts Receivable (AR) Time Tracking

Sync (Last Sync:)

Discrepancies

Update Payment Info

Sync Log

CoreconLink for QBO – Sync Preferences (cont.)

- **Address and Phone # Syncing:**

- Customers, Vendors, and Employees

- **Accounts Payable:**

- Default Sales Tax Item (Applicable when AP Transactions have tax.)
- Default AP Account (ex. Accounts Payable)
- CC Job Cost Code / QB Service Item Link Options *
- Default AP Service Item (when no match)
- Export Rules for Bill and Employee Misc. Expense Payment Types
- Memo format options for Bills, Sub Invoices, and Misc. Expenses
- Show Sub Invoice Retainage and Corresponding Item References
- Set Billable Status in QuickBooks (Yes, No)

- **Accounts Receivable:**

- Default AR Account (ex. Accounts Receivable)
- CC Job Cost Code / QB Service Item Link Options *
- Default AR Service Item (when no match)
- Memo format options for Prime Invoices
- Show Prime Invoice Retainage and Corresponding Item References

- **Time Tracking:**

- Export Timecards to QuickBooks (Yes, No)
- CC Payroll Item / QB Payroll Item Link Options
- CC Job Cost Code / QB Service Item Link Options *
- Default Time Tracking Service Item (when no match)
- Set Billable Status in QuickBooks (Yes, No)

- **Tax Codes:**

- CC Tax Code / QB Tax Code Link Options

* Options shown on next slide

CoreconLink for QBO – Sync Preferences (cont.)

Job Cost Code Linking Options:

- Link all Corecon JCCs to single Service Item
- Link Service Items based on the Resource Type (M | L | E | S | O) *
- Link Service Items to a specific Project Classification
- Auto Link Service Item based on the Job Cost Code (exact match only) **
- Auto Link Service Item based on the Job Cost Code Description (exact match only)
- Auto Link Service Item based on the Project Number (exact match only)

* Applicable to AP Only

** Recommended Setting for AP, AR, and Time Tracking

Class Linking Options:

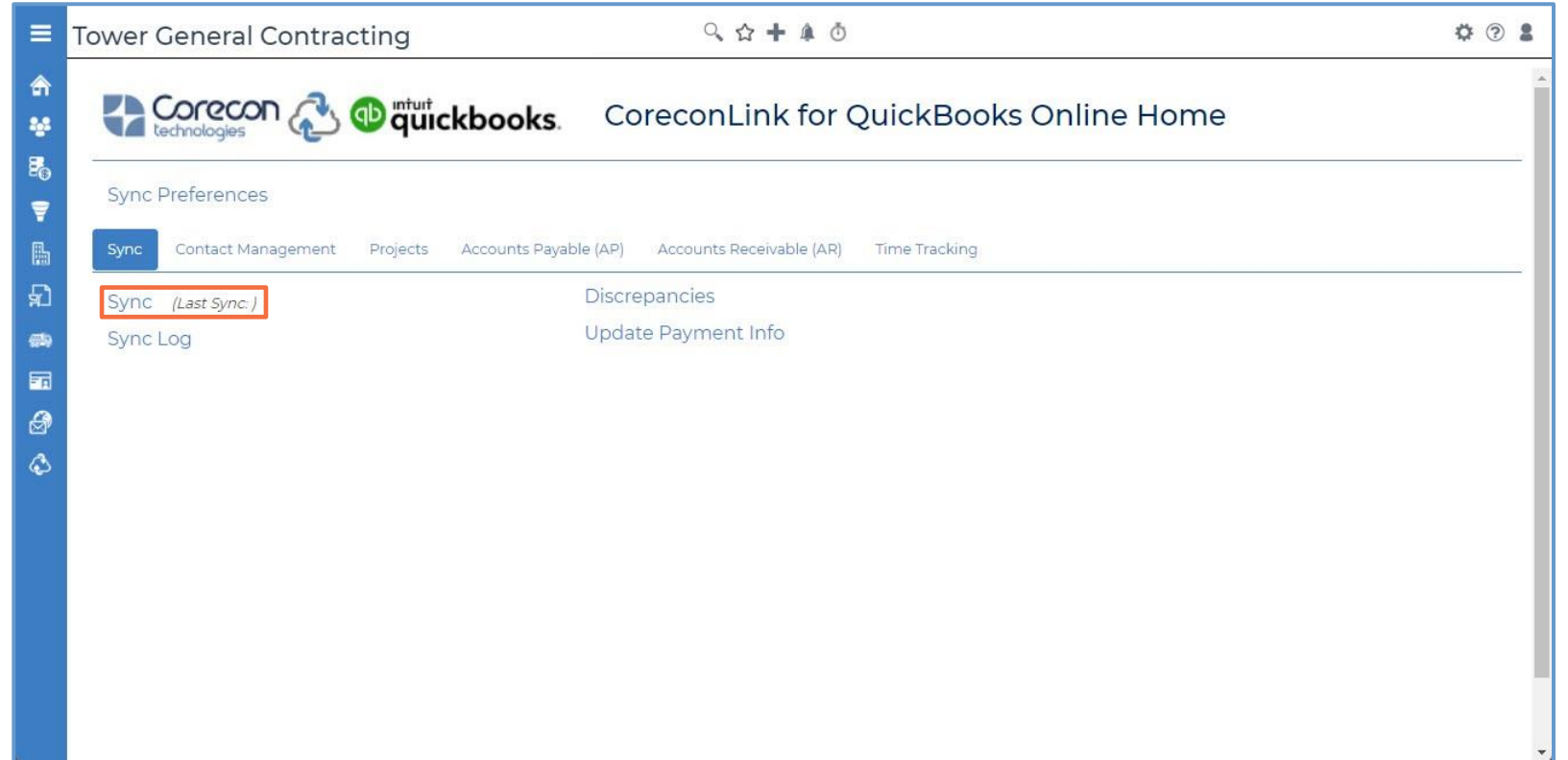
- Do not set Classes in QuickBooks
- Set Class based on Resource Type (M | L | E | S | O)
- Set Class based on Project Classifications
- Set Class based on Job Cost Code Division

CoreconLink for QBO – Sync Wizard

Sync is typically run daily by an accounting administrator providing complete control!

Sync Functions and Sequence:

1. Export Approved Project | Prime Contract (Creates Customer and Sub Customer)
2. Export New Vendors referenced on Approved Bills and Sub Invoices
3. Export Approved Bills and Sub Invoices
4. Export Approved Employee Misc. Expenses
5. Export Approved Client/Prime Contract Invoices
6. Export New Employees referenced on Approved Timecards
7. Export Approved Timecards



CoreconLink for QBO – Example Sync Step

Corecon provides accounting staff complete control on what should be exported!

Each sync step provides options to select individual or all records and the ability to skip it all together.

Tower General Contracting

Export Corecon Project | Prime to QuickBooks Online Customer:Sub Customer

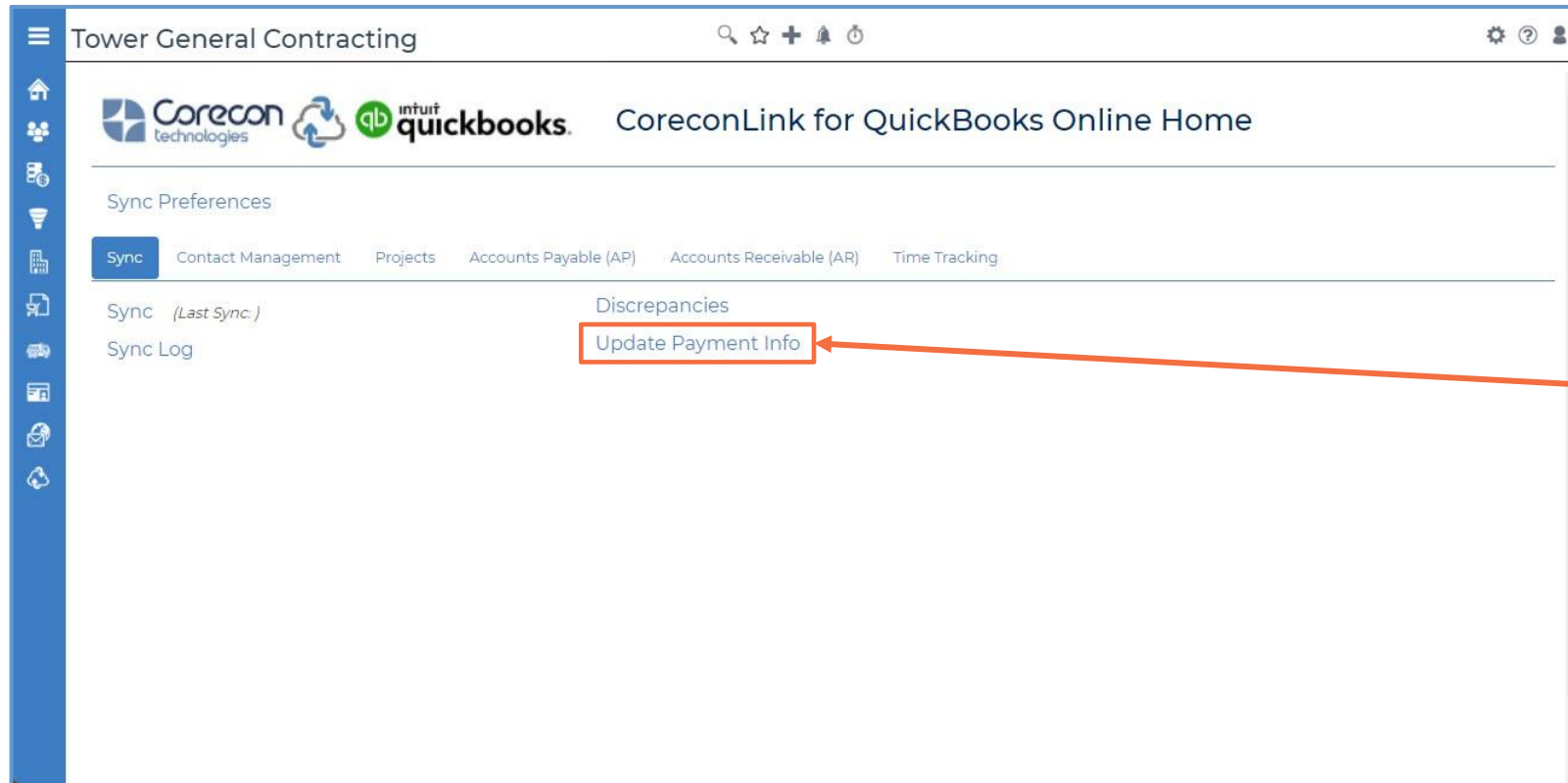
search

<input checked="" type="checkbox"/>	Project #	Project Title	Prime Contract #	Prime Contract Subject	Customer Company
<input checked="" type="checkbox"/>	2022-BanPlastic	Banning Plastics - New Warehouse on existing lot	001	All Scopes of Work	Banning Plastics, Inc
<input checked="" type="checkbox"/>	2022-SoCalInd	SoCal Industries - 2nd Warehouse	001	All Scopes of Work	SoCal Industrial Supply

Total No. Of Row(s) : 2

Cancel Sync Previous Skip Export Approved Projects / Contracts

CoreconLink for QBO – Payments



Check and Deposit information in QBO can be exported back to Corecon via the Payment function.

Typically, this is run weekly or monthly by an accounting administrator and will go back 180 days to check on the payment status for each exported transaction. Thus, project managers who may not have access to QBO will have up to date information on AP and AR payments.

CoreconLink for QBO – Contact Management

Companies and employees that have been manually entered in Corecon can be auto linked if the name matches. If for some reason names differ then manual linking can also be used.

Exported	Manually Link	AutoLink based on exact Match
View Exported - Customers	Manually Link Customer / Vendors	AutoLink Customers & Vendors
View Exported - Vendors	Manually Link Employees	AutoLink Employees
View Exported - Employees		
Export to QB Online	Import from QB Online	Sync Address & Phone
Export Customers & Vendors	Import Selected Customers	Sync Linked Customers & Vendors
Export Employees	Import Selected Vendors	Sync Linked Employees
	Import Selected Employees	
	Import All Active Vendors	
	Import All Active Employees	

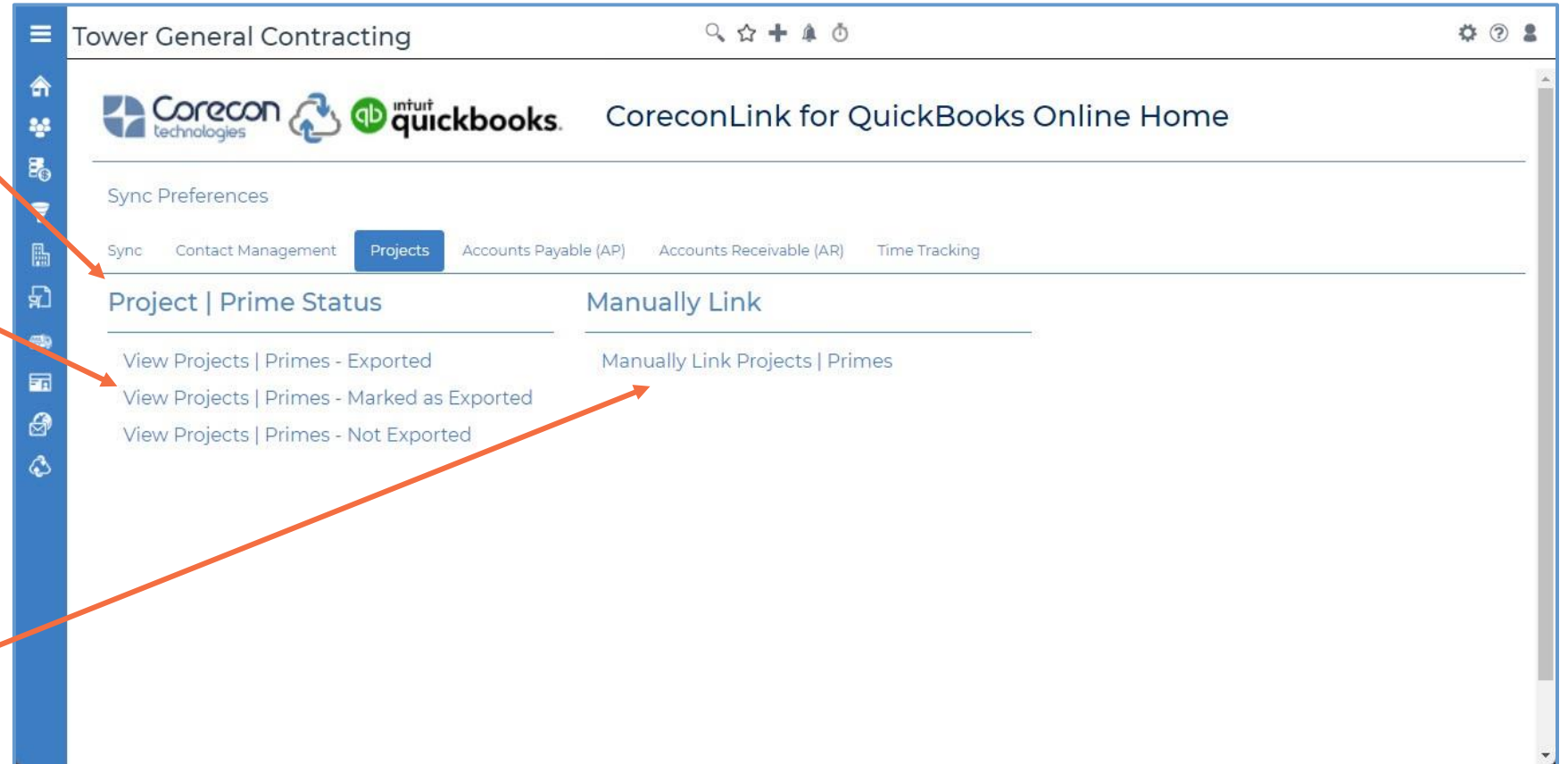
Import options make setting up Corecon a breeze. This will also link records in both systems.

CoreconLink for QBO – Projects

Quick links are available to view the export status of Awarded Corecon Projects.

Marking a project as exported will remove it from the Sync Wizard and related transactions. This is especially practical if test projects were entered in Corecon that do not need to be exported to QBO.

Normally, Corecon's Sync Wizard would be used to export Awarded Projects which will create the Customer:Sub Customer in QBO. However, there can be scenarios where a job has been entered in both systems which would require manual linking. This is similar to linking customers, vendors or employees.



CoreconLink for QBO – Accounts Payable (AP)

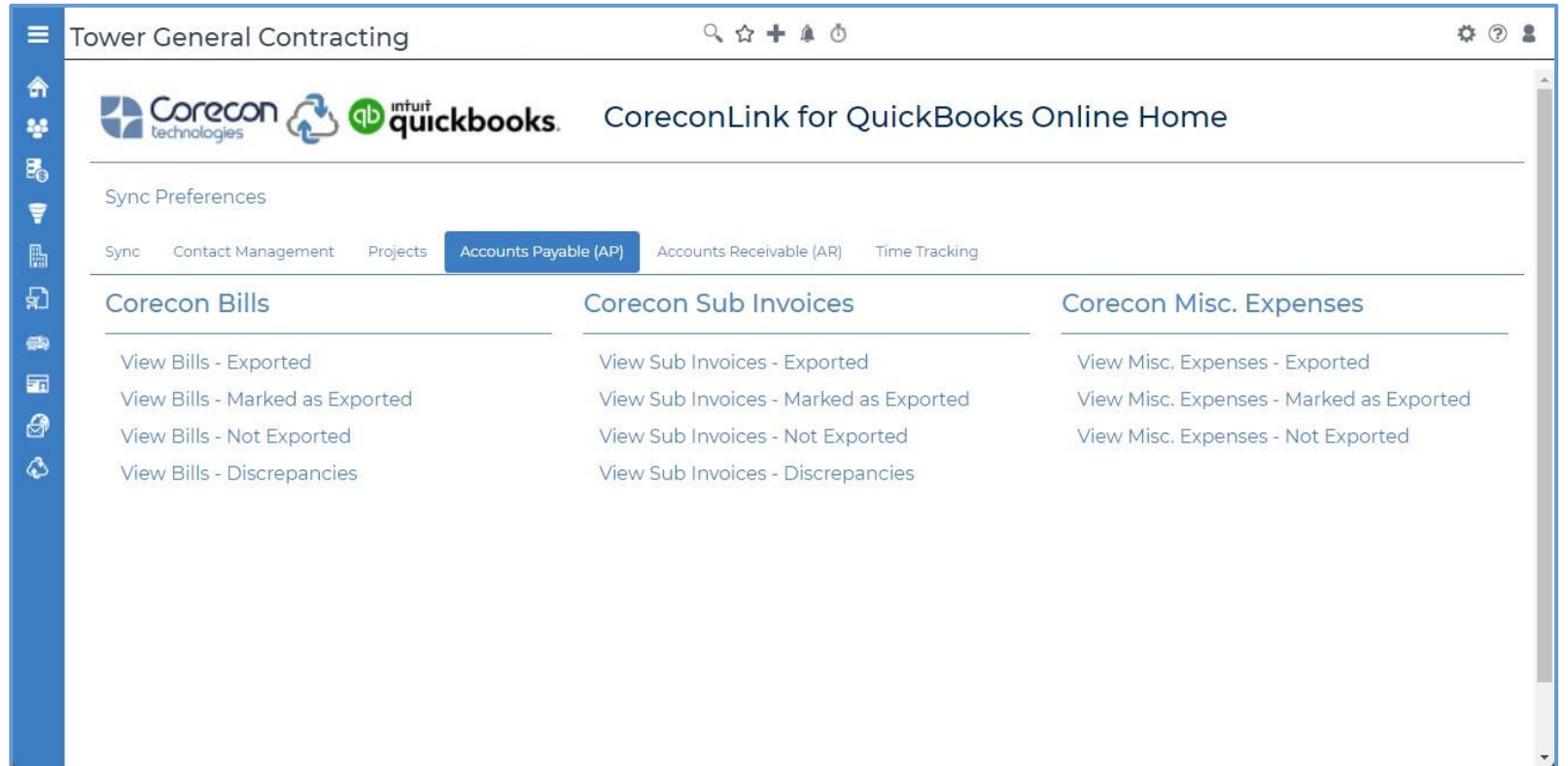
On occasion, accounting staff may need to check on the export status of a particular accounts payable transaction or review if there are any discrepancies (i.e. totals in both systems not matching). This is all easily accessible from the Accounts Payable (AP) tab.

Export Status Options:

Exported: Corecon transaction has been exported and linked to a QBO Bill, Credit Card or Check transaction.

Marked As Exported: Corecon transaction was “Marked As Exported” but NOT actually linked to a QBO transaction. Although this rarely used, it can be applicable when a transaction has been entered manually in QBO by accident. This will then prevent duplicates.

Not Exported: Corecon transaction will appear on the Sync Wizard to be exported.

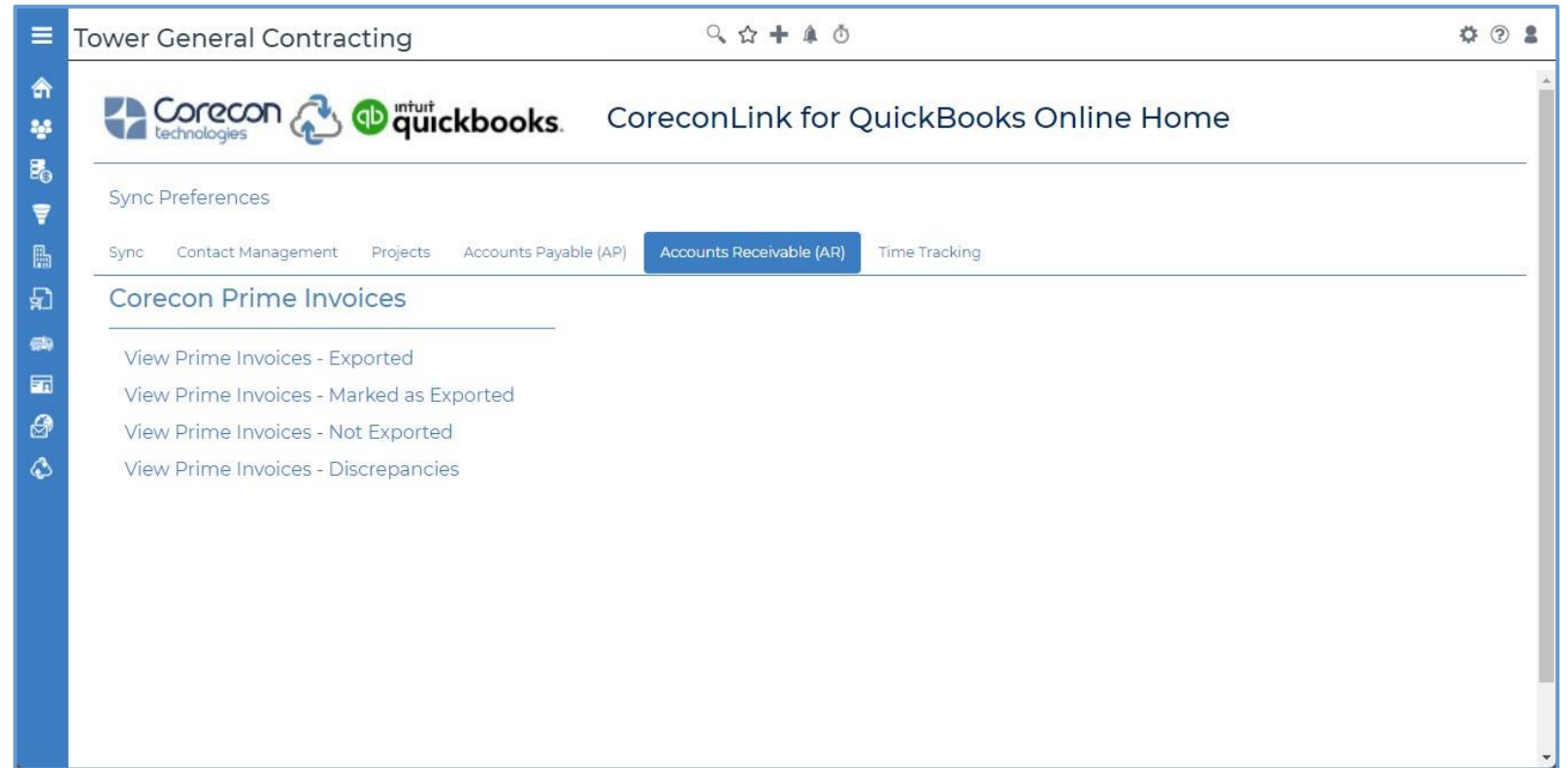


The screenshot displays the 'CoreconLink for QuickBooks Online Home' interface for 'Tower General Contracting'. The 'Accounts Payable (AP)' tab is active, showing a navigation menu with options: Sync, Contact Management, Projects, Accounts Payable (AP), Accounts Receivable (AR), and Time Tracking. The main content area is divided into three columns: 'Corecon Bills', 'Corecon Sub Invoices', and 'Corecon Misc. Expenses'. Each column contains a list of links for viewing transactions, categorized by their export status: 'Exported', 'Marked as Exported', 'Not Exported', and 'Discrepancies'.

Corecon Bills	Corecon Sub Invoices	Corecon Misc. Expenses
View Bills - Exported	View Sub Invoices - Exported	View Misc. Expenses - Exported
View Bills - Marked as Exported	View Sub Invoices - Marked as Exported	View Misc. Expenses - Marked as Exported
View Bills - Not Exported	View Sub Invoices - Not Exported	View Misc. Expenses - Not Exported
View Bills - Discrepancies	View Sub Invoices - Discrepancies	

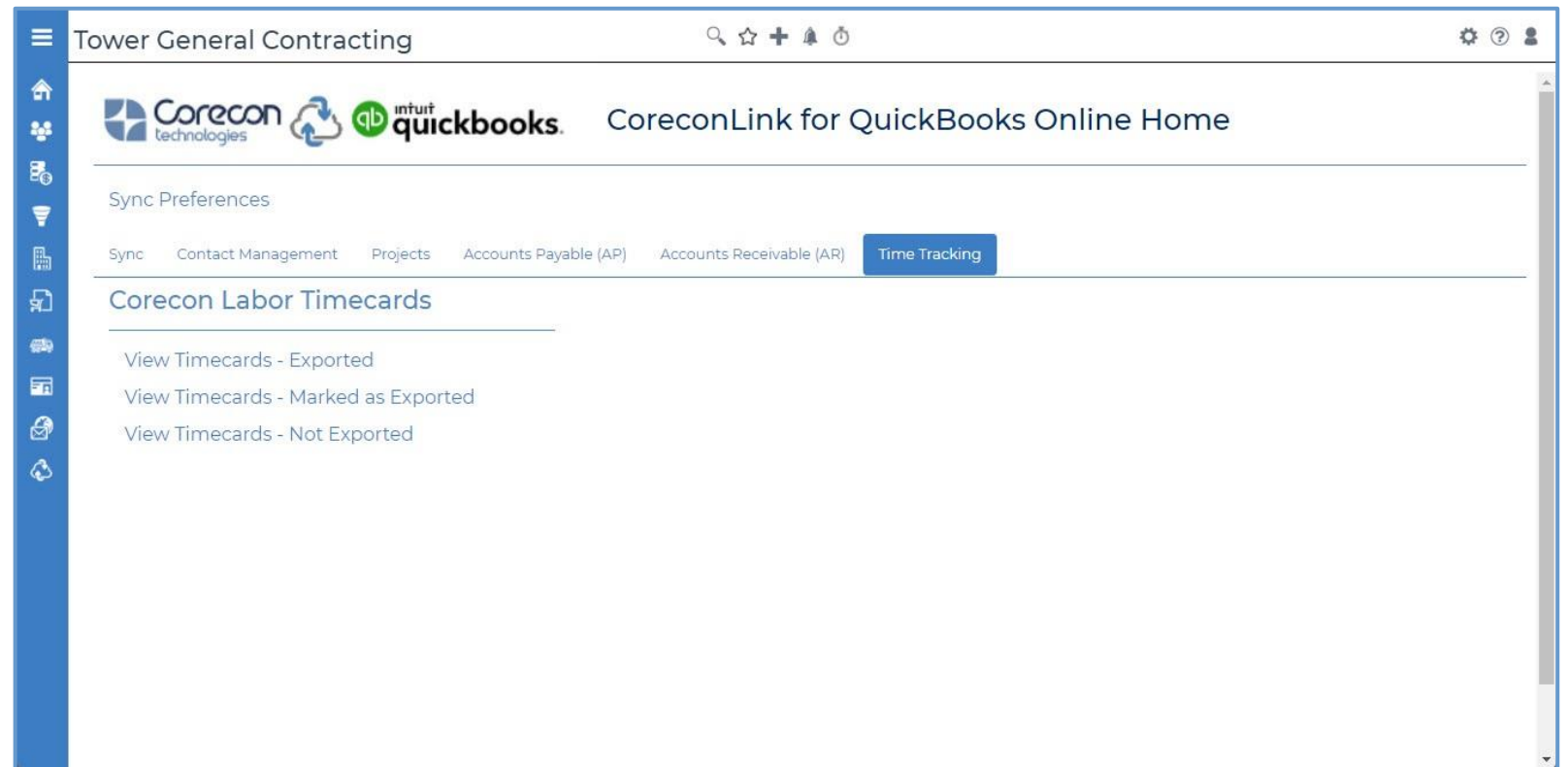
CoreconLink for QBO – Accounts Receivable (AR)

Accounts Receivable (AR) tab is very similar to Accounts Payable (AP) but applies to Corecon Prime Invoices that would be typically exported to QBO's Invoice feature.



CoreconLink for QBO – Time Tracking

Similar to Accounts Payable (AP) and Accounts Receivable (AR) functions, Corecon's Labor Timecard export status can be quickly checked in the Time Tracking tab.



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