

Tips for updating QuickBooks

You can export a report, change certain format

QuickBooks will update and keep these changes:

- 1 Renamed report titles
- 2 Font, Fill, and Number formatting
(in row & column headers only)
- 3 Resized columns
- 4 Renamed column & row headers
- 5 Inserted rows & columns
You must enter text or a formula in the row to preserve it.
- 6 New Excel formulas
The updated report must contain the row associated with y
- 7 Inserted text
Make your new text always appear next to a particular row
the text as a formula (e.g. ="inserted text")

**QuickBooks will NOT
support these changes:**

- Font formatting in n
- Inserted rows that a
- Moved data cells

reports in Excel

ting or add new formulas, and then update it with new QuickBooks data

	A	B	C	D	E	F	G	H	
1						My Company P&L			
2						Profit & Loss			
3						July through August 2012			
4							07/16/12	Aug 16	T
5						Ordinary Income/Expense			
6						MONEY IN (aka Income)			
7						40100 - Construction Income			
8						40110 - Design Income	3,054.02	3,900.00	6
9						40199 - Less Discounts given	0.00	-48.35	
10						Total 40100 - Construction Income	3,054.02	3,751.65	6
11						40500 - Reimbursement Income			
12						40520 - Permit Reimbursement Income	0.00	487.00	
13						Total 40500 - Reimbursement Income	0.00	487.00	
14						Total Income	3,054.02	29,197.65	44
15						* Labor Income less Design Income	3,054.02	13,227.00	21
16						Cost of Goods Sold			

on-header cells*
re left empty

- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

- User-defined f supported in c updated to th

DELTA SIGMA PHI FRATERNITY
A/R Aging Summary
As of February 12, 2016

	Current	1 - 30	31 - 60
AMICO, JASON	0	0	-50
AMIR, SHAROZE	0	0	28.32
BAIG, HASAN	0	0	0
BENTCH, HUNTER	0	0	156.88
BERGAMINI, JOHN	0	0	30
BLOM, JOSEPH	0	0	668.13
BOEHNE, WILL	0	0	73.55
BRADLEY, DREW	0	0	123.55
BRZOWSKI, STEVEN	0	0	30
BUSH, JACOB	0	0	65
BUTTLAR, JOSH	0	0	190.22
CAPUTO, ALEXANDER	0	0	123.55
CASE, NICK	0	0	0
CONROY, CHRIS	0	0	73.55
CORWIN, AUSTIN	0	0	30
CRAIG, JORDAN	0	0	-30
CRAWFORD, JOHN	0	0	73.55
CROWDER, BLAKE	0	0	111.88
DODSON, EVAN	0	0	73.55
DORRANCE, SEAN	0	-440.1	0
DUNN, DANNY	0	0	0
DURHAM, GRANT	1355	0	98.55
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FIELDS, DAVID	0	0	0
FISHER, AIDAN	0	0	98.55
FRANCESCHELLI, DOMINI	0	0	300.99
FREY, BENJAMIN	0	0	190.22
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GAYLES, RAMON	0	0	30
GENTLE, HENRY	0	0	30
GEORGE, JON	0	0	0
GHOLSON, COREY	0	90.42	0
GILL, PAUL	0	0	0
GIOVENCO, NICK	0	0	0
HAEVERS, CAMERON	0	0	98.55
HAGAN, KYLE	0	0	0
HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	2228.56
HOLLAND, JACOB	0	0	-321.45
HORGAN, COLIN	0	0	73.55
HOSLER, MATTHEW	0	0	0
IKEDIONWU, DUBEM	0	0	30
JOHNSON, SAM	-1	0	0
JONES, JAMIE	0	0	30

DELTA SIGMA PHI FRATERNITY
A/R Aging Summary
As of February 12, 2016

KAISER, KANE	0	0	0
KIRKWOOD, BRETT	0	0	0
KNUDSEN, MAX	0	0	0
KUSNERICK, JASON	0	0	0
LEONARD, BRAD	0	0	-76.45
LONG, TYLER	0	0	0
MAASS, MATTHEW	0	0	75
MANGIN, MIKE	0	0	0
MARSHALL-DAVIS, JAMES	0	0	148.55
MARTEENY, CARTER	0	0	123.55
MINNITI, ANTHONY	0	0	0
NOERENBERG, ELLIS	0	0	0
O'SHEA, SEAN	0	0	0
OCHS, TYLER	0	0	0
ORTNER, JACK	0	0	98.55
PABST, MICHAEL	0	0	30
PATEL, ANJAY	0	0	23.55
PEARSON, TRENT	0	0	0
PILGRIM, MATTHEW	0	0	0
PRETET, MATT	0	0	30
RADKE, DUSTIN	0	0	153.55
RAPP, ANDREW	0	0	-200
ROGAN, CONNOR	0	0	0
RUFFOLO, CONNOR	0	0	30
RUSGIS, MATT	0	0	0
SCALISE, TONY	0	0	0
SCHNEIDER, JACK (JOHN)	0	30	0
SHAPIRO, LUCAS	0	0	0
SHEPHERD, CASEY	0	-95	0
SHIPE, ERIC	0	0	0.99
SHIRK, RILEY	0	0	98.55
SMITH, DANNY	0	0	30
SMITH, DYLAN	0	0	148.55
SOMMER, BRENDAN	0	30	0
SOREL, NICHOLAS	0	0	73.55
TERRY, ANTHONY NICHOLAS	0	0	30
THRASHER, BEN	0	0	106.88
TRONSEN, COLE	0	0	123.55
VAN-WYK, JACOB	0	0	98.55
VENTRILLO, JACOB	0	0	50
WENOS, COLLIN	0	0	114.55
WESTERFIELD, PHILIP	0	0	-0.01
WESTRICH, THOMAS	0	0	950
WILSON, JOSH	0	0	0
WITT, LEVI	0	0	0
ZANGERLE, DAVIS	0	0	0
TOTAL	1354	-385	6920.71

DELTA SIGMA PHI FRATERNITY
A/R Aging Summary
As of February 12, 2016

61 - 90	> 90	TOTAL
0	0	-50
0	0	28.32
570	0	570
0	0	156.88
700	0	730
0	0	668.13
0	0	73.55
0	0	123.55
0	0	30
0	0	65
951	0	1141.7
0	0	123.55
0	-15	-15
0	0	73.55
0	0	30
0	0	-30
0	0	73.55
0	0	111.88
41.44	0	114.99
0	440.1	0
0	-300	-300
2632	29	4115
-70	0	-70
0	480	480
1070	0	1070
41.44	0	139.99
0	-411	-110.01
0	0	190.22
330	0	330
0	1530	1530
0	586	586
730	760	1520
500	9	539
30	646.74	676.74
0	11127	11218
450	0	450
700	2066.1	2766.1
1676	0	1775
0	-250	-250
0	1580	1580
0	0	2228.6
5276	0	4955
41.44	0	114.99
-1070	0	-1070
700	0	730
0	0	-1
730	233	993

DELTA SIGMA PHI FRATERNITY
A/R Aging Summary
As of February 12, 2016

670	0	670
-385	0	-385.01
0	-330	-330
0	-41	-41
0	0	-76.45
0	-320	-320
0	0	75
30	270	300
600	0	748.52
0	0	123.55
0	1005	1005
300	0	300
700	1360	2060
0	45	45
0	0	98.55
0	0	30
0	0	23.55
730	4856.5	5586.5
2000	0	2000
0	0	30
36.44	0	189.99
200	0	0
30	428	458
497	0	527
0	-500	-500
-250	0	-250
200	0	230
0	-1100	-1100
0	0	-95
0	0	0.99
2590	0	2688.6
230	0	260
41.44	0	189.99
200	0	230
0	0	73.55
90	0	120
41.44	0	148.32
1276	9	1409
41.44	0	139.99
0	0	50
0	0	114.55
0	0	-0.01
0	0	950
0	-250	-250
0	9	9
0	-50	-50
###	23903	57693

	Current	1 - 30	31 - 60
AMICO, JASON	0	0	-50
AMIR, SHAROZE	0	0	106.88
BAIG, HASAN	0	0	870
BENTCH, HUNTER	0	0	156.88
BERGAMINI, JOHN	0	0	30
BLOM, JOSEPH	0	0	668.13
BOEHNE, WILL	0	0	73.55
BRADLEY, DREW	0	0	123.55
BRZOWSKI, STEVEN	0	0	30
BUSH, JACOB	0	0	65
BUTTLAR, JOSH	0	0	190.22
CAPUTO, ALEXANDER	0	0	123.55
CASE, NICK	0	0	0
CONROY, CHRIS	0	0	73.55
CORWIN, AUSTIN	0	0	30
CRAIG, JORDAN	0	0	-30
CRAWFORD, JOHN	0	0	73.55
CROWDER, BLAKE	0	0	111.88
DODSON, EVAN	0	0	73.55
DORRANCE, SEAN	0	-440.1	0
DUNN, DANNY	0	0	0
DURHAM, GRANT	0	0	98.55
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FAUST, DOMINIC	0	0	30
FIELDS, DAVID	0	0	1070
FISHER, AIDAN	0	0	98.55
FRANCESCHELLI, DOMINI	0	0	300.99
FREY, BENJAMIN	0	0	190.22
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GAYLES, RAMON	0	0	30
GENTLE, HENRY	0	0	30
GEORGE, JON	0	0	0
GHOLSON, COREY	0	90.42	0
GILL, PAUL	0	0	0
GIOVENCO, NICK	0	0	0
HAEVERS, CAMERON	0	0	98.55
HAGAN, KYLE	0	0	0
HERRERA, RYAN	0	0	123.55
HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	2228.56
HOLLAND, JACOB	0	0	-321.45
HORGAN, COLIN	0	0	73.55

HOSLER, MATTHEW	0	0	-1070
IKEDIONWU, DUBEM	0	0	30
JOHNSON, SAM	0	9	0
JONES, JAMIE	0	0	30
KAISER, KANE	0	0	670
KIRKWOOD, BRETT	0	0	0
KNUDSEN, MAX	0	0	0
KUSNERICK, JASON	0	0	0
LEONARD, BRAD	0	0	-76.45
LONG, TYLER	0	0	0
MAASS, MATTHEW	0	0	75
MANGIN, MIKE	0	0	0
MARSHALL-DAVIS, JAMES	0	0	148.55
MARTEENY, CARTER	0	0	123.55
MILLER, CHRISTIAN	0	0	73.55
MINNITI, ANTHONY	0	0	0
NOERENBERG, ELLIS	0	0	0
O'SHEA, SEAN	0	0	0
OCHS, TYLER	0	0	0
ORTNER, JACK	0	0	98.55
PABST, MICHAEL	0	0	30
PATEL, ANJAY	0	0	23.55
PEARSON, TRENT	0	0	0
PILGRIM, MATTHEW	0	0	2000
PRETET, MATT	0	0	30
RADKE, DUSTIN	0	0	153.55
RAPP, ANDREW	0	0	-200
ROGAN, CONNOR	0	0	0
RUFFOLO, CONNOR	0	0	30
RUSGIS, MATT	0	0	0
SCALISE, TONY	0	0	0
SCHNEIDER, JACK (JOHN)	0	30	0
SHAPIRO, LUCAS	0	0	0
SHEPHERD, CASEY	0	-95	0
SHIPE, ERIC	0	0	0.99
SHIRK, RILEY	0	0	98.55
SMITH, DANNY	0	0	30
SMITH, DYLAN	0	0	148.55
SOMMER, BRENDAN	0	30	0
SOREL, NICHOLAS	0	0	73.55
TERRY, ANTHONY NICHOLAS	0	0	30
THRASHER, BEN	0	0	106.88
TRONSEN, COLE	0	0	123.55
VAN-WYK, JACOB	0	0	98.55
VENTRILLO, JACOB	0	0	50
WENOS, COLLIN	0	0	114.55

	WESTERFIELD, PHILIP	0	0	-0.01
	WESTRICH, THOMAS	0	0	2248.55
	WILSON, JOSH	0	0	0
	WITT, LEVI	0	0	0
	ZANGERLE, DAVIS	0	0	0
TOTAL		0	-375.68	12064.92

61 - 90	> 90	TOTAL
0	0	-50
1276.44	0	1383.32
0	0	870
0	0	156.88
700	0	730
0	0	668.13
0	0	73.55
0	0	123.55
0	0	30
0	0	65
951.44	0	1141.66
0	0	123.55
0	-15	-15
0	0	73.55
0	0	30
0	0	-30
0	0	73.55
0	0	111.88
41.44	0	114.99
0	440.1	0
0	-300	-300
2632.44	29	2759.99
-70	0	-70
0	480	480
509	0	539
0	0	1070
41.44	0	139.99
0	-411	-110.01
0	0	190.22
330	0	330
0	1530	1530
0	586	586
730	760	1520
500	9	539
30	646.74	676.74
0	11127.26	11217.68
450	0	450
700	2066.13	2766.13
1676.44	0	1774.99
0	-250	-250
2041.44	0	2164.99
0	1580	1580
0	0	2228.56
5276.45	0	4955
41.44	0	114.99

0	0	-1070
700	0	730
0	0	9
730	700	1460
0	0	670
-385.01	0	-385.01
0	-330	-330
0	-41	-41
0	0	-76.45
0	-320	-320
0	0	75
30	270	300
599.97	0	748.52
0	0	123.55
0	0	73.55
0	1005	1005
300	0	300
700	1360	2060
0	45	45
0	0	98.55
0	0	30
0	0	23.55
730	4856.5	5586.5
0	0	2000
0	0	30
36.44	0	189.99
200	0	0
30	428	458
497	0	527
0	-500	-500
-250	0	-250
200	0	230
0	-1100	-1100
0	0	-95
0	0	0.99
2590	0	2688.55
230	0	260
41.44	0	189.99
200	0	230
0	0	73.55
90	0	120
41.44	0	148.32
1276.44	9	1408.99
41.44	0	139.99
0	0	50
0	0	114.55

0	0	-0.01
491.44	0	2739.99
0	-250	-250
0	9	9
0	-50	-50
26978.57	24369.73	63037.54

Old Name List	Not on New Name Lis	Total paid
AMICO, JASON		\$2,777.54
AMIR, SHAROZE		
BAIG, HASAN		
BENTCH, HUNTER		
BERGAMINI, JOHN		
BLOM, JOSEPH		
BOEHNE, WILL		
BRADLEY, DREW		
BRZOWSKI, STEVEN		
BUSH, JACOB		
BUTTLAR, JOSH		
CAPUTO, ALEXANDER		
CASE, NICK		
CONROY, CHRIS		
CORWIN, AUSTIN		
CRAIG, JORDAN		
CRAWFORD, JOHN		
CROWDER, BLAKE		
DODSON, EVAN		
DORRANCE, SEAN		
DUNN, DANNY		
DURHAM, GRANT		
ERICKSON, BRIAN		
ERICKSON, WILL		
FAUST, DOMINIC	FAUST, DOMINIC	
FIELDS, DAVID		
FISHER, AIDAN		
FRANCESCHELLI, DOMINIC		
FREY, BENJAMIN		
FUERST, KYLE		
GABLE, ALEX		
GAMI, SHARAD		
GAYLES, RAMON		
GENTLE, HENRY		
GEORGE, JON		
GHOLSON, COREY		
GILL, PAUL		
GIOVENCO, NICK		
HAEVERS, CAMERON		
HAGAN, KYLE		
HERRERA, RYAN	HERRERA, RYAN	
HIEKEN, ANDREW		
HIGGINS, TYLER		
HOLLAND, JACOB		
HORGAN, COLIN		
HOSLER, MATTHEW		
IKEDIONWU, DUBEM		
JOHNSON, SAM		
JONES, JAMIE		

KAISER, KANE		
KIRKWOOD, BRETT		
KNUDSEN, MAX		
KUSNERICK, JASON		
LEONARD, BRAD		
LONG, TYLER		
MAASS, MATTHEW		
MANGIN, MIKE		
MARSHALL-DAVIS, JAMES		
MARTEENY, CARTER		
MILLER, CHRISTIAN	MILLER, CHRISTIAN	
MINNITI, ANTHONY		
NOERENBERG, ELLIS		
O'SHEA, SEAN		
OCHS, TYLER		
ORTNER, JACK		
PABST, MICHAEL		
PATEL, ANJAY		
PEARSON, TRENT		
PILGRIM, MATTHEW		
PRETET, MATT		
RADKE, DUSTIN		
RAPP, ANDREW		
ROGAN, CONNOR		
RUFFOLO, CONNOR		
RUSGIS, MATT		
SCALISE, TONY		
SCHNEIDER, JACK (JOHN)		
SHAPIRO, LUCAS		
SHEPHERD, CASEY		
SHIPE, ERIC		
SHIRK, RILEY		
SMITH, DANNY		
SMITH, DYLAN		
SOMMER, BRENDAN		
SOREL, NICHOLAS		
TERRY, ANTHONY NICHOLA		
THRASHER, BEN		
TRONSEN, COLE		
VAN-WYK, JACOB		
VENTRILLO, JACOB		
WENOS, COLLIN		
WESTERFIELD, PHILIP		
WESTRICH, THOMAS		
WILSON, JOSH		
WITT, LEVI		
ZANGERLE, DAVIS		
	0	0
	0	0
	0	0

[illegible]

	New Total	Old Total	Difference	(
AMICO, JASON	-\$50.00	-\$50.00		
AMIR, SHAROZE	\$28.32	\$1,383.32	-\$1,355.00	
BAIG, HASAN	\$570.00	\$870.00	-\$300.00	
BENTCH, HUNTER	\$156.88	\$156.88		
BERGAMINI, JOHN	\$730.00	\$730.00		
BLOM, JOSEPH	\$668.13	\$668.13		
BOEHNE, WILL	\$73.55	\$73.55		
BRADLEY, DREW	\$123.55	\$123.55		
BRZOWSKI, STEVEN	\$30.00	\$30.00		
BUSH, JACOB	\$65.00	\$65.00		
BUTTLAR, JOSH	\$1,141.66	\$1,141.66		
CAPUTO, ALEXANDER	\$123.55	\$123.55		
CASE, NICK	-\$15.00	-\$15.00		
CONROY, CHRIS	\$73.55	\$73.55		
CORWIN, AUSTIN	\$30.00	\$30.00		
CRAIG, JORDAN	-\$30.00	-\$30.00		
CRAWFORD, JOHN	\$73.55	\$73.55		
CROWDER, BLAKE	\$111.88	\$111.88		
DODSON, EVAN	\$114.99	\$114.99		
DORRANCE, SEAN	\$0.00	\$0.00		
DUNN, DANNY	-\$300.00	-\$300.00		
DURHAM, GRANT	\$4,114.99	\$2,759.99	\$1,355.00	
ERICKSON, BRIAN	-\$70.00	-\$70.00		
ERICKSON, WILL	\$480.00	\$480.00		
FIELDS, DAVID	\$1,070.00	\$1,070.00		
FISHER, AIDAN	\$139.99	\$139.99		
FRANCESCHELLI, DOMINIC	-\$110.01	-\$110.01		
FREY, BENJAMIN	\$190.22	\$190.22		
FUERST, KYLE	\$330.00	\$330.00		
GABLE, ALEX	\$1,530.00	\$1,530.00		
GAMI, SHARAD	\$586.00	\$586.00		
GAYLES, RAMON	\$1,520.00	\$1,520.00		
GENTLE, HENRY	\$539.00	\$539.00		
GEORGE, JON	\$676.74	\$676.74		
GHOLSON, COREY	\$11,217.68	\$11,217.68		
GILL, PAUL	\$450.00	\$450.00		
GIOVENCO, NICK	\$2,766.13	\$2,766.13		
HAEVERS, CAMERON	\$1,774.99	\$1,774.99		
HAGAN, KYLE	-\$250.00	-\$250.00		
HIEKEN, ANDREW	\$1,580.00	\$1,580.00		
HIGGINS, TYLER	\$2,228.56	\$2,228.56		
HOLLAND, JACOB	\$4,955.00	\$4,955.00		
HORGAN, COLIN	\$114.99	\$114.99		
HOSLER, MATTHEW	-\$1,070.00	-\$1,070.00		
IKEDIONWU, DUBEM	\$730.00	\$730.00		
JOHNSON, SAM	-\$1.00	\$9.00	-\$10.00	
JONES, JAMIE	\$993.00	\$1,460.00	-\$467.00	
KAISER, KANE	\$670.00	\$670.00		
KIRKWOOD, BRETT	-\$385.01	-\$385.01		

[illegible]

[illegible]

0

\$0.00



Outstanding Balance Change this Week

-\$2,566.99