

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	0
AMIR, SHAROZE	0	0	-1.68
BERGAMINI, JOHN	0	30	30
CASE, NICK	0	0	0
CRAIG, JORDAN	0	0	0
DAVIS, TRENT	0	250	0
DUNN, DANNY	0	0	0
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FLEISSNER, GREG	0	150	0
FRANCESCHELLI, DOMINI	0	0	0
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GARRITY, TYLER	0	200	0
GAYLES, RAMON	0	250	0
GEORGE, JON	0	0	0
GHOLSON, COREY	0	0	0
GILL, PAUL	0	0	0
GIOVENCO, NICK	0	0	0
GLEASON, BLAKE	0	50	0
HAEVERS, CAMERON	0	0	0
HAGAN, KYLE	0	0	0
HELFRICH, AUSTIN	0	150	0
HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	0
HORGAN, COLIN	0	50	0
HOSLER, MATTHEW	0	0	0
IKEDIONWU, DUBEM	0	0	0
JOHNSON, SAM	0	0	0
JONES, JAMIE	0	0	0
KIRKWOOD, BRETT	0	0	0
KNUDSEN, MAX	0	0	0
KUSNERICK, JASON	0	0	0
LEONARD, BRAD	0	0	0
LONG, TYLER	0	0	0
MANGIN, MIKE	0	0	0
MARSHALL-DAVIS, JAMES	0	0	0
MARTENSON, ALEX	0	973	0
MINNITI, ANTHONY	0	0	0
NOERENBERG, ELLIS	0	0	0
O'SHEA, SEAN	0	0	0
OCHS, TYLER	0	0	0
PEARSON, TRENT	0	0	0
RADKE, DUSTIN	0	0	0
RAPP, ANDREW	0	0	0
ROGAN, CONNOR	0	0	0

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

RUSGIS, MATT	0	0	0
SCALISE, TONY	0	0	0
SCHNEIDER, JACK (JOHN)	0	0	0
SHAPIRO, LUCAS	0	0	0
SHEPHERD, CASEY	0	0	0
SHIPE, ERIC	0	0	0
SHIRK, RILEY	0	0	0
SMITH, DANNY	0	0	0
TRONSEN, COLE	0	0	0
WESTERFIELD, PHILIP	0	0	0
WILSON, JOSH	0	0	0
WITT, LEVI	150	0	0
WOLFE, JACKSON	0	500	0
ZANGERLE, DAVIS	0	0	0
TOTAL	150	2603	28.32

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

61 - 90	> 90	TOTAL
0	-50	-50
0	0	-1.68
30	730	820
0	-15	-15
0	-30	-30
0	0	250
0	-300	-300
0	-70	-70
0	480	480
0	0	150
0	-110	-110.01
0	330	330
0	1080	1080
0	486	486
0	0	200
0	1520	1770
0	676.74	676.74
90.42	11127	11218
0	450	450
0	2566.1	2566.1
0	0	50
0	419.99	419.99
0	-250	-250
0	0	150
0	1580	1580
0	1016.7	1016.7
0	0	50
0	-1070	-1070
0	730	730
-1	0	-1
0	59	59
0	-385	-385.01
0	-330	-330
0	-41	-41
0	-76.45	-76.45
0	-320	-320
0	300	300
0	648.52	648.52
0	0	973
0	1005	1005
0	300	300
0	2060	2060
0	45	45
0	5586.5	5586.5
0	49.99	49.99
0	0	0
0	458	458

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

0	-500	-500
0	-250	-250
0	200	200
0	-1100	-1100
-95	0	-95
0	0.99	0.99
0	1333.6	1333.6
0	260	260
0	53.99	53.99
0	-0.01	-0.01
0	-250	-250
0	0	150
0	0	500
0	-50	-50
24.42	30356	33162

	Current	1 - 30	31 - 60
AMICO, JASON	0	0	0
AMIR, SHAROZE	0	-1.68	0
BERGAMINI, JOHN	30	30	30
CASE, NICK	0	0	0
CRAIG, JORDAN	0	0	0
DUNN, DANNY	0	0	0
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FRANCESCHELLI, DOMINI	0	0	0
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GAYLES, RAMON	0	0	0
GEORGE, JON	0	0	0
GHOLSON, COREY	0	0	0
GILL, PAUL	0	0	0
GIOVENCO, NICK	0	0	0
HAEVERS, CAMERON	0	0	0
HAGAN, KYLE	0	0	0
HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	0
HOSLER, MATTHEW	0	0	0
IKEDIONWU, DUBEM	0	0	0
JOHNSON, SAM	0	0	-1
JONES, JAMIE	0	0	0
KIRKWOOD, BRETT	0	0	0
KNUDSEN, MAX	0	0	0
KUSNERICK, JASON	0	0	0
LEONARD, BRAD	0	0	0
LONG, TYLER	0	0	0
MANGIN, MIKE	0	0	0
MARSHALL-DAVIS, JAMES	0	0	0
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	0
PEARSON, TRENT	0	0	0
RADKE, DUSTIN	0	0	0
RAPP, ANDREW	0	0	0
ROGAN, CONNOR	0	0	0
RUSGIS, MATT	0	0	0
SCALISE, TONY	0	0	0
SCHNEIDER, JACK (JOHN)	0	0	0
SHAPIRO, LUCAS	0	0	0

SHEPHERD, CASEY	0	0	-95
SHIPE, ERIC	0	0	0
SHIRK, RILEY	0	0	0
SMITH, DANNY	0	0	0
TRONSEN, COLE	0	0	0
WESTERFIELD, PHILIP	0	0	0
WILSON, JOSH	0	0	0
ZANGERLE, DAVIS	0	0	0
TOTAL	30	28.32	-66

61 - 90	> 90	TOTAL
0	-50	-50
0	0	-1.68
30	700	820
0	-15	-15
0	-30	-30
0	-300	-300
0	-70	-70
0	480	480
0	-110.01	-110.01
0	330	330
0	1230	1230
0	486	486
30	1490	1520
0	676.74	676.74
90.42	11127.26	11217.68
0	450	450
0	2566.13	2566.13
0	419.99	419.99
0	-250	-250
0	1580	1580
0	1118.34	1118.34
0	-1070	-1070
30	700	730
0	0	-1
30	496	526
0	-385.01	-385.01
0	-330	-330
0	-41	-41
0	-76.45	-76.45
0	-320	-320
0	300	300
0	748.52	748.52
0	1005	1005
0	300	300
0	2060	2060
0	45	45
0	98.55	98.55
0	5586.5	5586.5
30	89.99	119.99
0	0	0
0	458	458
0	-500	-500
0	-250	-250
0	200	200
0	-1100	-1100

0	0	-95
0	0.99	0.99
0	1333.55	1333.55
30	230	260
0	53.99	53.99
-0.01	0	-0.01
0	-250	-250
0	-50	-50
270.41	31163.08	31425.81

Old Name List	Not on New Name Lis	Total paid
AMICO, JASON		\$98.55
AMIR, SHAROZE		
BERGAMINI, JOHN		
CASE, NICK		
CRAIG, JORDAN		
DUNN, DANNY		
ERICKSON, BRIAN		
ERICKSON, WILL		
FRANCESCHELLI, DOMINIC		
FUERST, KYLE		
GABLE, ALEX		
GAMI, SHARAD		
GAYLES, RAMON		
GEORGE, JON		
GHOLSON, COREY		
GILL, PAUL		
GIOVENCO, NICK		
HAEVERS, CAMERON		
HAGAN, KYLE		
HIEKEN, ANDREW		
HIGGINS, TYLER		
HOSLER, MATTHEW		
IKEDIONWU, DUBEM		
JOHNSON, SAM		
JONES, JAMIE		
KIRKWOOD, BRETT		
KNUDSEN, MAX		
KUSNERICK, JASON		
LEONARD, BRAD		
LONG, TYLER		
MANGIN, MIKE		
MARSHALL-DAVIS, JAMES		
MINNITI, ANTHONY		
NOERENBERG, ELLIS		
O'SHEA, SEAN		
OCHS, TYLER		
ORTNER, JACK	ORTNER, JACK	
PEARSON, TRENT		
RADKE, DUSTIN		
RAPP, ANDREW		
ROGAN, CONNOR		
RUSGIS, MATT		
SCALISE, TONY		
SCHNEIDER, JACK (JOHN)		
SHAPIRO, LUCAS		
SHEPHERD, CASEY		
SHIPE, ERIC		
SHIRK, RILEY		
SMITH, DANNY		

[illegible]

[illegible]

New Name List

Added on New Name List

AMICO, JASON
AMIR, SHAROZE
BERGAMINI, JOHN
CASE, NICK
CRAIG, JORDAN
DAVIS, TRENT
DUNN, DANNY
ERICKSON, BRIAN
ERICKSON, WILL
FLEISSNER, GREG
FRANCESCHELLI, DOMINIC
FUERST, KYLE
GABLE, ALEX
GAMI, SHARAD
GARRITY, TYLER
GAYLES, RAMON
GEORGE, JON
GHOLSON, COREY
GILL, PAUL
GIOVENCO, NICK
GLEASON, BLAKE
HAEVERS, CAMERON
HAGAN, KYLE
HELFRICH, AUSTIN
HIEKEN, ANDREW
HIGGINS, TYLER
HORGAN, COLIN
HOSLER, MATTHEW
IKEDIONWU, DUBEM
JOHNSON, SAM
JONES, JAMIE
KIRKWOOD, BRETT
KNUDSEN, MAX
KUSNERICK, JASON
LEONARD, BRAD
LONG, TYLER
MANGIN, MIKE
MARSHALL-DAVIS, JAMES
MARTENSON, ALEX
MINNITI, ANTHONY
NOERENBERG, ELLIS
O'SHEA, SEAN
OCHS, TYLER
PEARSON, TRENT
RADKE, DUSTIN
RAPP, ANDREW
ROGAN, CONNOR
RUSGIS, MATT
SCALISE, TONY

[illegible]

	New Total	Old Total	Difference	(
AMICO, JASON	-\$50.00	-\$50.00		
AMIR, SHAROZE	-\$1.68	-\$1.68		
BERGAMINI, JOHN	\$820.00	\$820.00		
CASE, NICK	-\$15.00	-\$15.00		
CRAIG, JORDAN	-\$30.00	-\$30.00		
DAVIS, TRENT	\$250.00	\$0.00	\$250.00	
DUNN, DANNY	-\$300.00	-\$300.00		
ERICKSON, BRIAN	-\$70.00	-\$70.00		
ERICKSON, WILL	\$480.00	\$480.00		
FLEISSNER, GREG	\$150.00	\$0.00	\$150.00	
FRANCESCHELLI, DOMINIC	-\$110.01	-\$110.01		
FUERST, KYLE	\$330.00	\$330.00		
GABLE, ALEX	\$1,080.00	\$1,230.00	-\$150.00	
GAMI, SHARAD	\$486.00	\$486.00		
GARRITY, TYLER	\$200.00	\$0.00	\$200.00	
GAYLES, RAMON	\$1,770.00	\$1,520.00	\$250.00	
GEORGE, JON	\$676.74	\$676.74		
GHOLSON, COREY	\$11,217.68	\$11,217.68		
GILL, PAUL	\$450.00	\$450.00		
GIOVENCO, NICK	\$2,566.13	\$2,566.13		
GLEASON, BLAKE	\$50.00	\$0.00	\$50.00	
HAEVERS, CAMERON	\$419.99	\$419.99		
HAGAN, KYLE	-\$250.00	-\$250.00		
HELFRICH, AUSTIN	\$150.00	\$0.00	\$150.00	
HIEKEN, ANDREW	\$1,580.00	\$1,580.00		
HIGGINS, TYLER	\$1,016.68	\$1,118.34	-\$101.66	
HORGAN, COLIN	\$50.00	\$0.00	\$50.00	
HOSLER, MATTHEW	-\$1,070.00	-\$1,070.00		
IKEDIONWU, DUBEM	\$730.00	\$730.00		
JOHNSON, SAM	-\$1.00	-\$1.00		
JONES, JAMIE	\$59.00	\$526.00	-\$467.00	
KIRKWOOD, BRETT	-\$385.01	-\$385.01		
KNUDSEN, MAX	-\$330.00	-\$330.00		
KUSNERICK, JASON	-\$41.00	-\$41.00		
LEONARD, BRAD	-\$76.45	-\$76.45		
LONG, TYLER	-\$320.00	-\$320.00		
MANGIN, MIKE	\$300.00	\$300.00		
MARSHALL-DAVIS, JAMES	\$648.52	\$748.52	-\$100.00	
MARTENSON, ALEX	\$973.00	\$0.00	\$973.00	
MINNITI, ANTHONY	\$1,005.00	\$1,005.00		
NOERENBERG, ELLIS	\$300.00	\$300.00		
O'SHEA, SEAN	\$2,060.00	\$2,060.00		
OCHS, TYLER	\$45.00	\$45.00		
PEARSON, TRENT	\$5,586.50	\$5,586.50		
RADKE, DUSTIN	\$49.99	\$119.99	-\$70.00	
RAPP, ANDREW	\$0.00	\$0.00		
ROGAN, CONNOR	\$458.00	\$458.00		
RUSGIS, MATT	-\$500.00	-\$500.00		
SCALISE, TONY	-\$250.00	-\$250.00		

[illegible]

[illegible]

0

\$0.00



Outstanding Balance	Change this Weel	Paid by	Gone on New List	Men
\$1,735.79		\$98.55		