

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
AMIR, SHAROZE	0	0	2805.67
BAIG, HASAN	0	0	2250
BASS, BEN	0	-325	0
BERGAMINI, JOHN	0	0	0
BROOK, RICHARD	0	0	5800
BRZOWSKI, STEVEN	0	0	300
BUSH, JACOB	0	0	792.5
BUTTLAR, JOSH	0	0	2700
CASE, NICK	0	0	0
CONLISK, QUINN	0	6.25	2700
CONROY, CHRIS	0	0	0
CRAWFORD, JOHN	0	0	0
DICKHERBER, ERIC	0	0	2885
DIETRICH, FLETCHER	0	-725	0
DUNN, DANNY	0	0	0
DURHAM, GRANT	0	20	320
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FIELDS, DAVID	0	6.25	2700
FLEISSNER, GREG	0	0	0
FREY, BENJAMIN	0	0	-600
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GARRETT, SHANE	0	0	2050
GARRITY, TYLER	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
GLENNON, ERIC	0	25.88	0
GLORIOD, DANIEL	0	0	3385
HAGAN, KYLE	0	0	0
HALLMAN, RYAN	0	0	357.65
HAYNES, JOSHUA	0	0	30
HERRERA, RYAN	0	6.25	0
HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	0
HOLLAND, JACOB	1350	0	2700
HOSLER, MATTHEW	0	0	0
IKEDIONWU, DUBEM	0	0	0
JONES, JAMIE	0	0	0
JOST, WILL	0	0	920
KAISER, KANE	0	0	1900
KIRKPATRICK, SEAN	0	25.88	550
KNUDSEN, MAX	0	0	0

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

KOZIATEK, ROBERT	0	-595	0
KRYPLA, KRYSTIAN	0	-92.5	2977.5
LANG, KYLE	0	20	0
LEATHERS, P.J.	0	0	920
LONG, TYLER	0	0	0
MARSHALL-DAVIS, JAMES	0	0	95.87
MARTENSON, ZACH	0	-325	0
MCGOVERN, ADAM	0	0	325
MINNITI, ANTHONY	0	0	0
NAOUR, PATRICK	0	0	2885
NOERENBERG, ELLIS	0	0	0
O'SHEA, SEAN	0	0	550
OCHS, TYLER	0	0	0
ORTNER, JACK	0	20	162.35
PABST, MICHAEL	0	20	550
PEARSON, TRENT	0	0	0
PILGRIM, MATTHEW	0	10	0
PRETET, MATT	0	0	45
RADKE, DUSTIN	0	20	242.34
REWERTS, TYLER	0	-225	0
ROGAN, CONNOR	0	0	0
RUSGIS, MATT	0	0	0
SCHNEIDER, JACK (JOHN)	0	0	0
SHAPIRO, LUCAS	0	0	0
SHEPHERD, CASEY	0	20	455
SMITH, DANNY	0	0	45
STANFIELD, JACK	0	0	0
TALKINGTON, SAM	0	-325	0
TERRY, ANTHONY	0	20	0
THOMPSON, JAMES	0	20	0
TONIES, NICK	0	0	2885
TRAVIS, CHRISTOPHER	0	0	-10
VAN_WYK, JACOB	0	-373	0
VLASAK, SAM	0	-92.5	2977.5
WESTALL, ANDREW	0	0	2700
WESTERFIELD, PHILIP	0	-103	0
WESTRICH, THOMAS	0	20	550
WILSON, JOSH	0	0	0
WITT, LEVI	0	0	0
WOLFE, JACKSON	0	6.25	0
WOODS, FRANK	0	0	5400
YEAGER, JOEL	0	0	45
ZANGERLE, DAVIS	0	0	250
TOTAL	1350	-2914	58596.38

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

61 - 90	> 90	TOTAL
30	0	2835.7
0	0	2250
0	0	-325
0	820	820
30	87.35	5917.4
0	0	300
0	0	792.5
0	0	2700
0	-15	-15
0	0	2706.3
0	-382.7	-382.65
30	142.35	172.35
0	0	2885
0	0	-725
0	-300	-300
30	0	370
0	-70	-70
0	480	480
0	0	2706.3
0	150	150
0	-382.7	-982.65
0	330	330
0	1080	1080
0	386	386
0	0	2050
30	200	230
30	1770	1800
0	676.74	676.74
0	8863.1	8863.1
0	450	450
0	2566.1	2566.1
0	0	25.88
0	0	3385
0	-250	-250
0	-357.7	0
0	0	30
0	0	6.25
0	1580	1580
0	610.04	610.04
0	0	4050
0	-1070	-1070
0	730	730
0	59	59
0	0	920
0	500	2400
0	1000	1575.9
0	-330	-330

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

0	0	-595
0	500	3385
0	0	20
0	0	920
0	-320	-320
30	0	125.87
0	0	-325
0	0	325
0	1005	1005
0	0	2885
0	30	30
0	2060	2610
0	45	45
30	0	212.35
0	0	570
0	5586.5	5586.5
0	0	10
0	0	45
30	0	292.34
0	0	-225
0	458	458
0	-500	-500
0	200	200
0	-1100	-1100
0	0	475
30	260	335
275	0	275
0	0	-325
0	0	20
0	0	20
0	0	2885
0	0	-10
0	0	-372.65
0	0	2885
0	0	2700
0	0	-102.66
0	0	570
0	-250	-250
0	-50	-50
0	0	6.25
30	117.35	5547.4
0	0	45
0	0	250
605	27365	85002

	Current	1 - 30	31 - 60
AMICO, JASON	0	0	50
AMIR, SHAROZE	0	0	4050
BAIG, HASAN	0	0	2250
BASS, BEN	0	-325	0
BERGAMINI, JOHN	0	0	0
BROOK, RICHARD	0	0	5800
BROWNS, LANDON	0	920	0
BRZOWSKI, STEVEN	0	0	300
BUSH, JACOB	0	0	1162.65
BUTTLAR, JOSH	0	0	2700
CASE, NICK	0	0	0
CONLISK, QUINN	0	6.25	2700
CONROY, CHRIS	0	0	0
CORWIN, AUSTIN	0	20	550
CRAIG, JORDAN	0	0	30
CRAWFORD, JOHN	0	0	0
DICKHERBER, ERIC	0	-92.5	2977.5
DIETRICH, FLETCHER	0	-725	0
DODSON, EVAN	0	20	550
DUNN, DANNY	0	0	0
DURHAM, GRANT	0	20	320
ERICKSON, BRIAN	0	0	0
ERICKSON, WILL	0	0	0
FIELDS, DAVID	0	6.25	2700
FISHER, AIDAN	0	0	0
FLEISSNER, GREG	0	0	0
FRANCESCHELLI, DOMINI	0	212.66	280
FREY, BENJAMIN	0	0	-600
FUERST, KYLE	0	0	0
GABLE, ALEX	0	0	0
GAMI, SHARAD	0	0	0
GARRETT, SHANE	0	34.23	2050
GARRITY, TYLER	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
GLENNON, ERIC	0	25.88	0
GLORIOD, DANIEL	0	0	3385
HAEVERS, CAMERON	0	20	550
HAGAN, KYLE	0	0	0
HALLMAN, RYAN	0	0	357.65
HAYNES, JOSHUA	0	0	30
HERRERA, RYAN	0	6.25	370.15

HIEKEN, ANDREW	0	0	0
HIGGINS, TYLER	0	0	0
HOLLAND, JACOB	1350	0	2700
HOSLER, MATTHEW	0	0	0
HUESEMAN, JACK	0	550	0
IKEDIONWU, DUBEM	0	0	0
JOHNSON, SAM	0	0	1
JONES, JAMIE	0	20	550
JOST, WILL	0	0	920
KAISER, KANE	0	0	5130
KIRKPATRICK, SEAN	0	25.88	550
KIRKWOOD, BRETT	0	0	385.01
KNUDSEN, MAX	0	0	0
KOZIATEK, ROBERT	0	-595	0
KRYPLA, KRYSTIAN	0	-92.5	2977.5
KUSNERICK, JASON	41	0	0
LANG, KYLE	0	20	0
LAZARUS, NOAH	0	920	0
LEATHERS, P.J.	0	920	0
LEONARD, BRAD	0	0	434.1
LONG, TYLER	0	0	0
MAASS, MATTHEW	0	0	370.15
MARIELLA, CHRISTOPHE	0	920	0
MARSHALL-DAVIS, JAMES	0	0	95.87
MARTENSON, ALEX	0	0	0
MARTENSON, ZACH	0	-325	0
MCGOVERN, ADAM	0	325	0
MINNITI, ANTHONY	0	0	0
MURRAY, BRYSON	0	0	382.65
NAOUR, PATRICK	0	0	2885
NOERENBERG, ELLIS	0	-270	0
O'SHEA, SEAN	0	0	550
OCHS, TYLER	0	0	0
ORTNER, JACK	0	20	162.35
PABST, MICHAEL	0	20	550
PATEL, ANJAY	0	0	151.4
PEARSON, TRENT	0	0	0
PILGRIM, MATTHEW	0	10	882.65
PRETET, MATT	0	45	0
RADKE, DUSTIN	0	20	242.34
REWERTS, TYLER	0	-225	0
ROGAN, CONNOR	0	0	0
RUSGIS, MATT	0	0	0
SCHNEIDER, JACK (JOHN)	0	0	0
SHAPIRO, LUCAS	0	0	0
SHEPHERD, CASEY	0	20	550

SILLS, HENRY	0	0	382.65
SMITH, DANNY	0	45	0
SMITH, DYLAN	0	0	370.15
STANFIELD, JACK	0	-5770	5545
TALKINGTON, SAM	0	-325	0
TERRY, ANTHONY	0	20	0
THOMPSON, JAMES	0	20	0
THRASHER, BEN	0	102.65	280
TONIES, NICK	0	0	2885
TRAVIS, CHRISTOPHER	0	0	-10
VAN_WYK, JACOB	0	-372.65	0
VLASAK, SAM	0	-92.5	2977.5
WANSING, KYLE	0	0	375
WESTALL, ANDREW	0	0	2700
WESTERFIELD, PHILIP	0	0	0
WESTRICH, THOMAS	0	20	550
WILSON, JOSH	0	0	0
WITT, LEVI	0	0	0
WOLFE, JACKSON	0	6.25	0
WOODS, FRANK	0	0	5400
YEAGER, JOEL	0	45	0
ZANGERLE, DAVIS	0	0	300
TOTAL	1391	-3823.85	74788.27

61 - 90	> 90	TOTAL
0	-50	0
30	115.67	4195.67
0	0	2250
0	0	-325
0	820	820
30	87.35	5917.35
0	0	920
0	0	300
0	-370.15	792.5
0	0	2700
0	-15	-15
0	0	2706.25
0	-382.65	-382.65
0	0	570
0	-30	0
30	142.35	172.35
0	0	2885
0	0	-725
30	117.35	717.35
0	-300	-300
30	0	370
0	-70	-70
0	480	480
0	0	2706.25
30	348.6	378.6
0	150	150
0	-492.66	0
0	-382.65	-982.65
0	330	330
0	1080	1080
0	386	386
0	0	2084.23
30	200	230
30	1770	1800
0	676.74	676.74
0	8863.13	8863.13
0	450	450
0	2566.13	2566.13
0	0	25.88
0	0	3385
30	428.59	1028.59
0	-250	-250
0	-357.65	0
0	0	30
0	-370.15	6.25

0	1580	1580
0	610.04	610.04
0	0	4050
0	-1070	-1070
0	0	550
0	730	730
0	-1	0
0	59	629
0	0	920
0	500	5630
0	1000	1575.88
0	-385.01	0
0	-330	-330
0	0	-595
0	500	3385
0	-41	0
0	0	20
0	0	920
0	0	920
0	-434.1	0
0	-320	-320
0	-370.15	0
0	0	920
30	0	125.87
-75	75	0
0	0	-325
0	0	325
0	1005	1005
0	-382.65	0
0	0	2885
0	300	30
0	2060	2610
0	45	45
30	0	212.35
0	0	570
0	-151.4	0
0	5586.5	5586.5
0	-882.65	10
0	0	45
30	0	292.34
0	0	-225
0	458	458
0	-500	-500
0	200	200
0	-1100	-1100
0	-95	475

0	-382.65	0
30	260	335
0	-370.15	0
500	0	275
0	0	-325
0	0	20
0	500	520
0	-382.65	0
0	0	2885
0	0	-10
0	0	-372.65
0	0	2885
0	-375	0
0	0	2700
780	-882.66	-102.66
0	0	570
0	-250	-250
-50	0	-50
0	0	6.25
30	117.35	5547.35
0	0	45
0	-50	250
1575	22770.82	96701.24

Old Name List	Not on New Name Lis	Total paid
AMICO, JASON	AMICO, JASON	\$6,004.54
AMIR, SHAROZE		
BAIG, HASAN		
BASS, BEN		
BERGAMINI, JOHN		
BROOK, RICHARD		
BROWNS, LANDON	BROWNS, LANDON	
BRZOWSKI, STEVEN		
BUSH, JACOB		
BUTTLAR, JOSH		
CASE, NICK		
CONLISK, QUINN		
CONROY, CHRIS		
CORWIN, AUSTIN	CORWIN, AUSTIN	
CRAIG, JORDAN	CRAIG, JORDAN	
CRAWFORD, JOHN		
DICKHERBER, ERIC		
DIETRICH, FLETCHER		
DODSON, EVAN	DODSON, EVAN	
DUNN, DANNY		
DURHAM, GRANT		
ERICKSON, BRIAN		
ERICKSON, WILL		
FIELDS, DAVID		
FISHER, AIDAN	FISHER, AIDAN	
FLEISSNER, GREG		
FRANCESCHELLI, DOMINIC	FRANCESCHELLI, DON	
FREY, BENJAMIN		
FUERST, KYLE		
GABLE, ALEX		
GAMI, SHARAD		
GARRETT, SHANE		
GARRITY, TYLER		
GAYLES, RAMON		
GEORGE, JON		
GHOLSON, COREY		
GILL, PAUL		
GIOVENCO, NICK		
GLENNON, ERIC		
GLORIOD, DANIEL		
HAEVERS, CAMERON	HAEVERS, CAMERON	
HAGAN, KYLE		
HALLMAN, RYAN		
HAYNES, JOSHUA		
HERRERA, RYAN		
HIEKEN, ANDREW		
HIGGINS, TYLER		
HOLLAND, JACOB		
HOSLER, MATTHEW		

HUESEMAN, JACK	HUESEMAN, JACK
IKEDIONWU, DUBEM	
JOHNSON, SAM	JOHNSON, SAM
JONES, JAMIE	
JOST, WILL	
KAISER, KANE	
KIRKPATRICK, SEAN	
KIRKWOOD, BRETT	KIRKWOOD, BRETT
KNUDSEN, MAX	
KOZIATEK, ROBERT	
KRYPLA, KRYSTIAN	
KUSNERICK, JASON	KUSNERICK, JASON
LANG, KYLE	
LAZARUS, NOAH	LAZARUS, NOAH
LEATHERS, P.J.	
LEONARD, BRAD	LEONARD, BRAD
LONG, TYLER	
MAASS, MATTHEW	MAASS, MATTHEW
MARIELLA, CHRISTOPHER	MARIELLA, CHRISTOP
MARSHALL-DAVIS, JAMES	
MARTENSON, ALEX	MARTENSON, ALEX
MARTENSON, ZACH	
MCGOVERN, ADAM	
MINNITI, ANTHONY	
MURRAY, BRYSON	MURRAY, BRYSON
NAOUR, PATRICK	
NOERENBERG, ELLIS	
O'SHEA, SEAN	
OCHS, TYLER	
ORTNER, JACK	
PABST, MICHAEL	
PATEL, ANJAY	PATEL, ANJAY
PEARSON, TRENT	
PILGRIM, MATTHEW	
PRETET, MATT	
RADKE, DUSTIN	
REWERTS, TYLER	
ROGAN, CONNOR	
RUSGIS, MATT	
SCHNEIDER, JACK (JOHN)	
SHAPIRO, LUCAS	
SHEPHERD, CASEY	
SILLS, HENRY	SILLS, HENRY
SMITH, DANNY	
SMITH, DYLAN	SMITH, DYLAN
STANFIELD, JACK	
TALKINGTON, SAM	
TERRY, ANTHONY	
THOMPSON, JAMES	
THRASHER, BEN	THRASHER, BEN

TONIES, NICK
TRAVIS, CHRISTOPHER
VAN_WYK, JACOB
VLASAK, SAM
WANSING, KYLE
WESTALL, ANDREW
WESTERFIELD, PHILIP
WESTRICH, THOMAS
WILSON, JOSH
WITT, LEVI
WOLFE, JACKSON
WOODS, FRANK
YEAGER, JOEL
ZANGERLE, DAVIS

[illegible][illegible]

New Name List

AMIR, SHAROZE
BAIG, HASAN
BASS, BEN
BERGAMINI, JOHN
BROOK, RICHARD
BRZOWSKI, STEVEN
BUSH, JACOB
BUTTLAR, JOSH
CASE, NICK
CONLISK, QUINN
CONROY, CHRIS
CRAWFORD, JOHN
DICKHERBER, ERIC
DIETRICH, FLETCHER
DUNN, DANNY
DURHAM, GRANT
ERICKSON, BRIAN
ERICKSON, WILL
FIELDS, DAVID
FLEISSNER, GREG
FREY, BENJAMIN
FUERST, KYLE
GABLE, ALEX
GAMI, SHARAD
GARRETT, SHANE
GARRITY, TYLER
GAYLES, RAMON
GEORGE, JON
GHOLSON, COREY
GILL, PAUL
GIOVENCO, NICK
GLENNON, ERIC
GLORIOD, DANIEL
HAGAN, KYLE
HALLMAN, RYAN
HAYNES, JOSHUA
HERRERA, RYAN
HIEKEN, ANDREW
HIGGINS, TYLER
HOLLAND, JACOB
HOSLER, MATTHEW
IKEDIONWU, DUBEM
JONES, JAMIE
JOST, WILL
KAISER, KANE
KIRKPATRICK, SEAN
KNUDSEN, MAX
KOZIATEK, ROBERT
KRYPLA, KRYSTIAN

Added on New Name List

[illegible]

	New Total	Old Total	Difference	(
AMIR, SHAROZE	\$2,835.67	\$4,195.67	-\$1,360.00	
BAIG, HASAN	\$2,250.00	\$2,250.00		
BASS, BEN	-\$325.00	-\$325.00		
BERGAMINI, JOHN	\$820.00	\$820.00		
BROOK, RICHARD	\$5,917.35	\$5,917.35		
BRZOWSKI, STEVEN	\$300.00	\$300.00		
BUSH, JACOB	\$792.50	\$792.50		
BUTTLAR, JOSH	\$2,700.00	\$2,700.00		
CASE, NICK	-\$15.00	-\$15.00		
CONLISK, QUINN	\$2,706.25	\$2,706.25		
CONROY, CHRIS	-\$382.65	-\$382.65		
CRAWFORD, JOHN	\$172.35	\$172.35		
DICKHERBER, ERIC	\$2,885.00	\$2,885.00		
DIETRICH, FLETCHER	-\$725.00	-\$725.00		
DUNN, DANNY	-\$300.00	-\$300.00		
DURHAM, GRANT	\$370.00	\$370.00		
ERICKSON, BRIAN	-\$70.00	-\$70.00		
ERICKSON, WILL	\$480.00	\$480.00		
FIELDS, DAVID	\$2,706.25	\$2,706.25		
FLEISSNER, GREG	\$150.00	\$150.00		
FREY, BENJAMIN	-\$982.65	-\$982.65		
FUERST, KYLE	\$330.00	\$330.00		
GABLE, ALEX	\$1,080.00	\$1,080.00		
GAMI, SHARAD	\$386.00	\$386.00		
GARRETT, SHANE	\$2,050.00	\$2,084.23	-\$34.23	
GARRITY, TYLER	\$230.00	\$230.00		
GAYLES, RAMON	\$1,800.00	\$1,800.00		
GEORGE, JON	\$676.74	\$676.74		
GHOLSON, COREY	\$8,863.13	\$8,863.13		
GILL, PAUL	\$450.00	\$450.00		
GIOVENCO, NICK	\$2,566.13	\$2,566.13		
GLENNON, ERIC	\$25.88	\$25.88		
GLORIOD, DANIEL	\$3,385.00	\$3,385.00		
HAGAN, KYLE	-\$250.00	-\$250.00		
HALLMAN, RYAN	\$0.00	\$0.00		
HAYNES, JOSHUA	\$30.00	\$30.00		
HERRERA, RYAN	\$6.25	\$6.25		
HIEKEN, ANDREW	\$1,580.00	\$1,580.00		
HIGGINS, TYLER	\$610.04	\$610.04		
HOLLAND, JACOB	\$4,050.00	\$4,050.00		
HOSLER, MATTHEW	-\$1,070.00	-\$1,070.00		
IKEDIONWU, DUBEM	\$730.00	\$730.00		
JONES, JAMIE	\$59.00	\$629.00	-\$570.00	
JOST, WILL	\$920.00	\$920.00		
KAISER, KANE	\$2,400.00	\$5,630.00	-\$3,230.00	
KIRKPATRICK, SEAN	\$1,575.88	\$1,575.88		
KNUDSEN, MAX	-\$330.00	-\$330.00		
KOZIATEK, ROBERT	-\$595.00	-\$595.00		
KRYPLA, KRYSTIAN	\$3,385.00	\$3,385.00		

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Outstanding Balance	Change this Weel	Paid by Gone on New List	Men
	-\$11,698.77	\$6,004.54	