



F9 Technical Check List

For use with QuickBooks® Desktop

Hardware

- **Operating System:** Windows 7 through Windows 10, Server 2008 through Server 2019
- **Memory:** Minimum 4 GB
- **Processors:** Minimum dual core (recommended to support transactions and scalability)
- **Disk Space:** 300 MB (Including F9 Report Writer, F9 Integration Manager and PSQL components)

QuickBooks® Desktop Compatibility

The integration supports the following **registered** versions of QuickBooks® (US and Canada):

- QuickBooks® Pro 2009 through 2019
- QuickBooks® Premier 2009 through 2019
- QuickBooks® Enterprise 2009 through 2019

Note

Budget by Class not supported for:

- QuickBooks® Pro, Premier and Enterprise (US and Canada) 2009
- QuickBooks® Pro, Premier and Enterprise (Canada) 2010

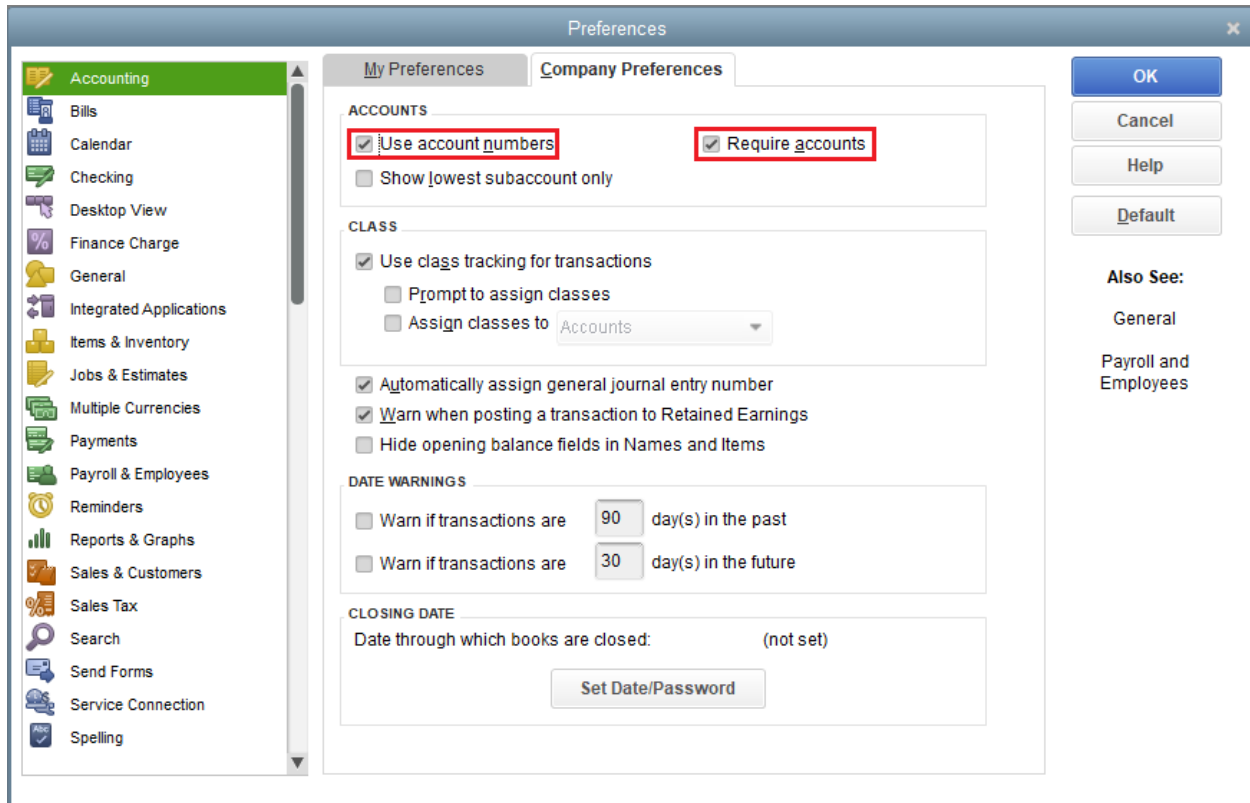
Balance Sheet by Class is supported **ONLY** for :

- QuickBooks® Premier (US) and Enterprise (US and Canada) (2013 through 2019)

QuickBooks® Accounts & Classes

F9 Integration Manager requires all companies to have **account numbers associated with their Account Names**. If your system is only using descriptions, this will need to be changed before proceeding.

Check in Company Preferences to ensure that “**Use account numbers**” and “**Require accounts**” options are selected. In QuickBooks go to Company Preferences screen to check (**Edit > Preferences... > Accounting > Company Preferences**):



Next, ensure both Active and Inactive accounts **do not have blank account numbers**. All active and inactive accounts should have account numbers. To check in QuickBooks® go to: **List > Chart of Accounts**

Ensure **Inactive Accounts** are also listed:

◇ 40110 · Design Income	Income		
◇ 40120 · Equipment Rental Income	Income		
◇ 40130 · Labor Income	Income		
◇ 40140 · Materials Income	Income		
◇ 40150 · Subcontracted Labor Income	Income		
◇ 40199 · Less Discounts given	Income		
◇ 40500 · Reimbursement Income	Income		
◇ 40510 · Mileage Income	Income		

Account ▾ Activities ▾ Reports ▾ Attach Include inactive

Ensure that all accounts have account numbers. Example below is not acceptable because “Contractor COGS” account does not have an account number:

Chart of Accounts	
✕	Name
	◊ 4317 · Service Calls
	◊ 4900 · Discount
	◊ 5000 · Cost of Goods Sold
	◊ 5100 · BC - Field COGS
	◊ 5200 · Contract Labor
	◊ Contractor COGS
	◊ 5300 · Install - Tool Allow/Uniforms
	◊ 5400 · Install Labor
	◊ 5401 · Install - License Fee
	◊ 5402 · Install Labor - 401K
✕	◊ 5411 · Install Labor - CIC Training
	◊ 5403 · Install Labor - EPT
	◊ 5404 · Install Labor - Health/Dental
✕	◊ 5412 · Install Labor - Photo Shoots

Example below has been corrected to have an account number 5250 for Contractor COGS account.

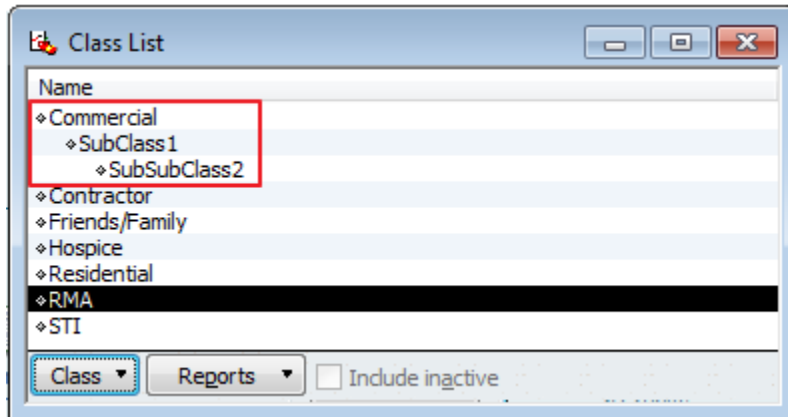
Chart of Accounts	
✕	Name
	◊ 4317 · Service Calls
	◊ 4900 · Discount
	◊ 5000 · Cost of Goods Sold
	◊ 5100 · BC - Field COGS
	◊ 5200 · Contract Labor
	◊ 5250 · Contractor COGS
	◊ 5300 · Install - Tool Allow/Uniforms
	◊ 5400 · Install Labor
	◊ 5401 · Install - License Fee
	◊ 5402 · Install Labor - 401K
✕	◊ 5411 · Install Labor - CIC Training
	◊ 5403 · Install Labor - EPT
	◊ 5404 · Install Labor - Health/Dental
✕	◊ 5412 · Install Labor - Photo Shoots

Notes

Account numbers and Classes **should not contain** the following special characters:

- '-' (dash)
- '.' (period)
- '*' (asterisk)
- '?' (question mark)
- ',' (comma)
- ';' (semicolon)
- '^' (caret)
- '(' (left parenthesis)
- ')' (right parenthesis)

Support for Classes



- Class and SubClass Names (“Commercial”, “SubClass1”...) **must not exceed 30 characters.**
- Total length of Account + Class and any Subclasses (“5250Commercial:SubClass1:SubSubClass2”) **must not exceed 150 characters.** If you have larger combinations of Classes and Subclasses, there are two options with F9:
 1. Shorten all Class and Subclass combinations to be less in QuickBooks®
 2. Use QuickBooks® auto-generated, system Internal Class ID. These IDs are used behind the scenes to reference each Class Full Name in QuickBooks®.

Class ID	Class Full Name
40000	STI
60000	RMA
10000	Residential
50000	Hospice
30001	Friends/Family
20000	Contractor
80000009	Commercial:SubClass1:SubSubClass2
80000008	Commercial:SubClass1
70000	Commercial
99999999	Unclassified

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