

Integrations Set Up

This guide will walk you through the steps to setting up an integration with your accounting software.

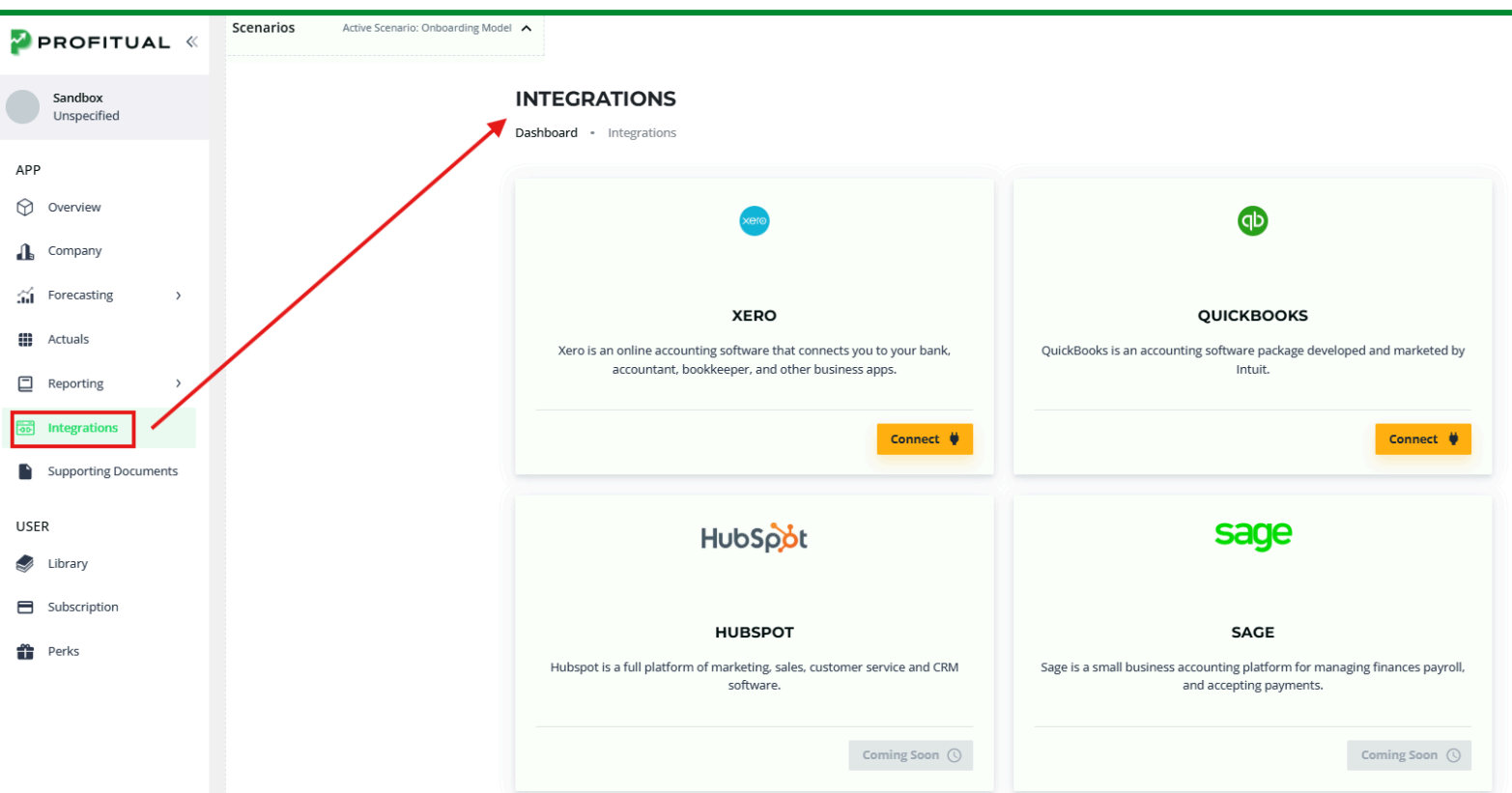
OBJECTIVE: Map your general ledger accounts to the forecast from steps 1-4 to enable analysis and reporting on actual vs. projected results.

NOTE - This guide uses Quickbooks Online as the example. Xerox has an identical integration process.

Connecting your Accounting System:


- 1) Navigate to the Integrations tool in our Platform using the below path:

Integrations



- 2) Select **Connect** for the applicable application
 - a) Currently Profitual integrates with Xerox & QuickBooks Online. If you have an alternate platform you would like to see an integration created for please let us know so we can optimize our system for our users: support@profitual.ai

- 3) Next, Profitual needs permission to access your accounting platform. Enter your accounting platform credentials in the window below permit access:




Let's get you in to QuickBooks

Email or user ID

Phone

Email or user ID

☒ Remember me

 Sign in

By selecting Sign in, you'll sign in to an [Intuit Account](#), agree to our [Terms](#) and acknowledge our [Privacy Statement](#).

Try something else

New to Intuit? [Create an account](#)

Invisible reCAPTCHA by Google [Privacy Policy](#) and [Terms of Use](#).

- 4) Select the company you wish to connect:

qb **INTUIT** quickbooks

Welcome, Grayson ([Not You?](#))

Please select your company

Search for a company or firm

Search for a company or firm ▼

No, thanks

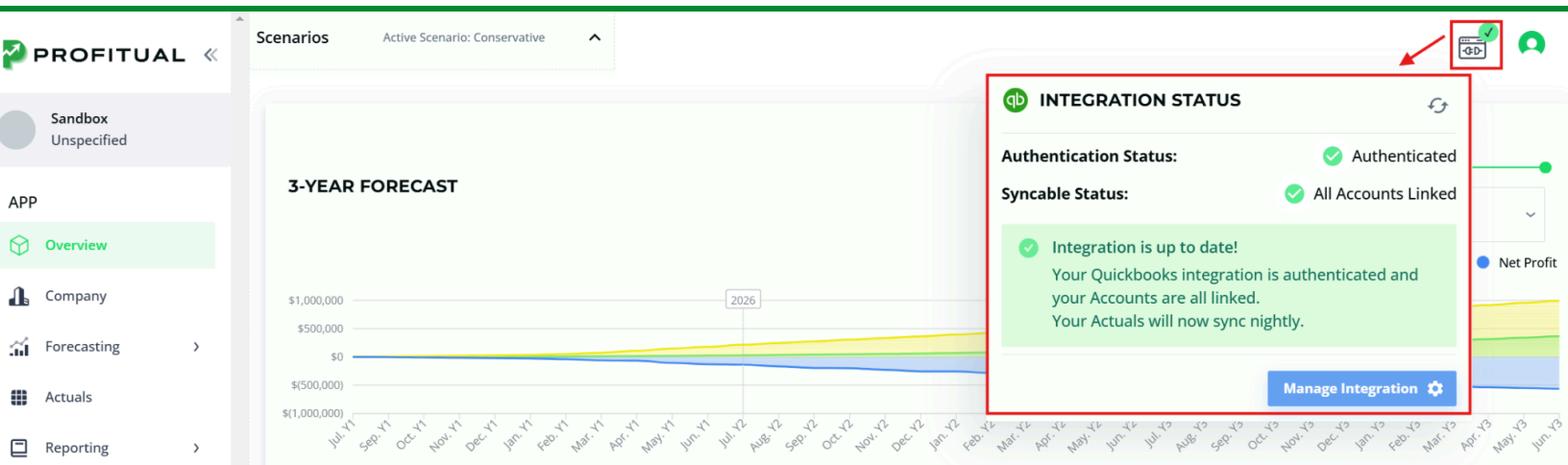
Next

©2025 Intuit Inc. All rights reserved.

INTUIT

turbotax credit karma quickbooks mailchimp

- 5) You have now successfully connected your accounting software to Profitual and can carry on to the next step of mapping your accounts to your forecast
- 6) Upon completing your Integration setup, the **Integrations Status tool** in the top right corner will give you quick insight into the status of your Integration from any screen in the Platform:
- a) Authentication Status - Indicates whether there is a need to resubmit credentials to authorize the connection between Profitual and your accounting software.
 - i) This is a security requirement on the accounting software side to maintain the integrity of your financial information
 - b) Syncable Status - This field will notify you of unsync'ed accounts if applicable
 - c) **[Manage Integrations]** button - Gives direct access to the Mapping page for your integration for updates

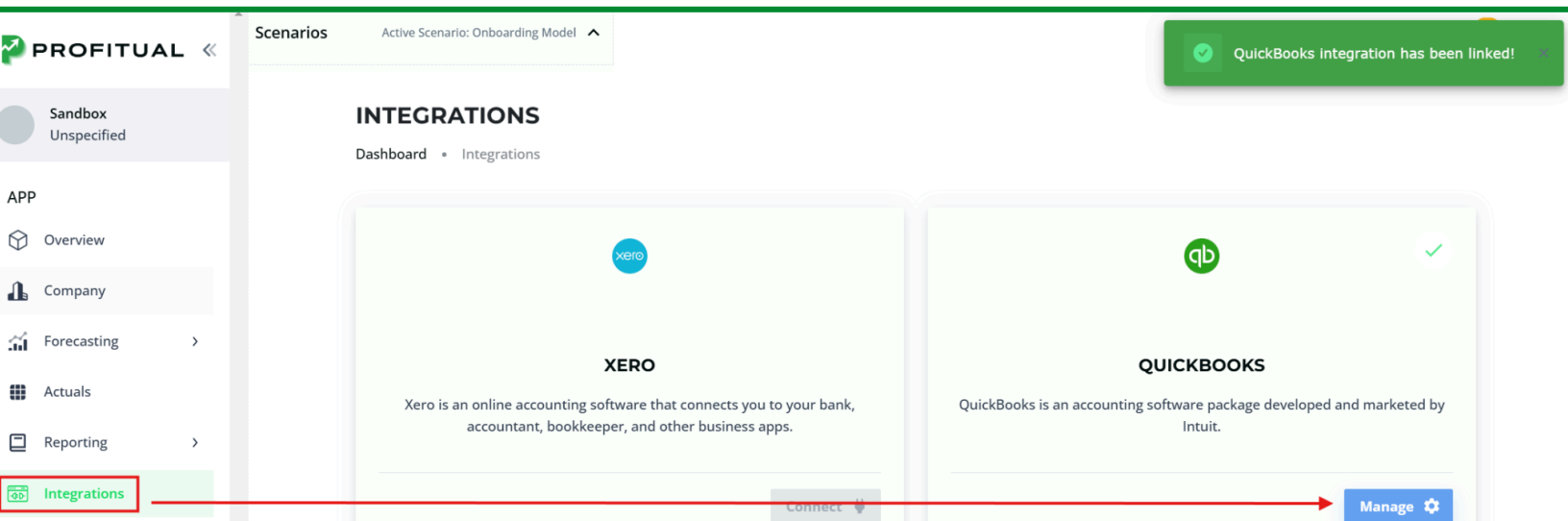


d) Below screencap shows the **Integration Status** tool with unlinked accounts:



Map Accounting Software to Forecast:

1) In the same Integrations screen as mentioned in step 1 above - select **Manage**



- 2) Account Mapping is completed in the screen shown below that includes tool tip info boxes.

QUICKBOOKS INTEGRATION

Dashboard • Integrations • QuickBooks

ACCOUNT MAPPING

Map your Profitual Accounts with your Quickbooks Accounts. We recommend mapping **all** of your Quickbooks Accounts to ensure accurate financials. If you want a Profitual Account to act as a 'bucket', you can add multiple Quickbooks Accounts to a Profitual Account.

Force Sync ↻ Unlink Integration 🗑️ Auto Match ✨

Columns Filters Save

Profitual Account Name	Profitual Table	Current Balance	Linked Accounts
Film Studio	Expense - R&D	\$0	No QuickBooks Accounts Linked
Translation	Expense - R&D	\$0	No QuickBooks Accounts Linked
Payroll	Expense - G&A	\$0	No QuickBooks Accounts Linked
Supplies	Expense - G&A	\$0	No QuickBooks Accounts Linked

Forecast Line Items
Driven by "Statements" tab

Table within Forecast the line lives within

Drop down will show unmapped accounts from table on the right that you can allocate to the Forecast line item

Unlinked Accounts
You have unlinked Quickbooks Accounts. Your Actuals will not be synced unless **all** Quickbooks Accounts are linked.

Expenses ⚠️

- Other Costs - COS
Balance: \$882.01
- Purchases - COS
Balance: \$1014.18
- Subcontractors - COS

List of Accounts remaining to be mapped. Once completed Yellow box will turn green

- 3) Recommended process is below:

- Objective:** Map the accounts from Quickbooks listed on the right hand side under the yellow **"Unlinked Accounts"** notice to the **Profitual Accounts** listed on the left hand side of the table.
- Use the **Auto Match** function at the top of screen to enable our AI tool to map the QuickBooks accounts to your Profitual Accounts
- Review the resulting mapping under column **Linked Accounts** for correctness

- 4) Manual account mapping

- Remove Suggestions** button at top of screen can be used to undo the **Auto Match** at any time
- Auto Matched items are shown in Green with the magic dust icon
- Manually Mapped items will show in Grey
- Unmapped accounts are listed in the drop down of each line
- See an example of each of these in the below screen for account **R&D Expense**:

AI SUGGESTIONS

Our AI model has provided some suggestions of which Profitual Accounts you could map your Quickbooks Accounts to! Feel free to accept or delete the suggestions as you see fit, but be sure to save your changes when you're done. You can also click Remove Suggestions to clear all of the suggested account links.

Unlink Integration

Auto Match

Remove Suggestions

Columns Filters Save

Profitual Account Name	Profitual Ta...	Current Bal...	Linked Accounts
Grants & Subsidies	Other Income	\$275,570	<div>Uncategorized Income </div> <div>Other Grant </div>
R&D Tax Credits	Other Income	\$145,755	<div>ACOA </div> <div>SRED </div> <div>Tax Credit </div>
IRAP	Other Income	\$236,395	<div>IRAP </div>
R&D Expenses	Expense - R&D	\$250,062	<div>Research & Development </div> <div>Consultant - R&D </div>
Material Expenses	Expense - R&D	\$105,015	Beta Testing Fees

Unsaved Suggestions

You currently have suggestions that haven't been saved! Make sure to save any suggestions you are happy with before leaving the page, otherwise they will be lost!

Revenues

No unlinked accounts!

Other Income

No unlinked accounts!

Expenses

Beta Testing Fees

Balance: \$650

Note - Profitual will use your Quickbook data to determine if accounts are Revenue or Expense and provide only appropriate account options based on the Profitual table you are mapping to which can be seen in the column second from the left

- I.e. you can only map Revenue accounts to Revenue table and Expense accounts to Expense table

- Once all accounts are mapped, hit Save and the yellow box on the right of the screen should turn Green and say "Accounts Linked". Actuals will sync to Profitual each night at Midnight

Scenarios Active Scenario: Onboarding Model

Unlink Integration

Auto Match

Columns Filters Save

Profitual Account Name	Profitual Ta...	Current Bal...	Linked Accounts
Platform + Support	Revenue	\$2,500	Consulting Income

Your account links have been saved!

All Quickbooks Accounts are linked! Your Actuals will now be able to be synced.

Accounts Linked

You currently have no unlinked Accounts! Your Actuals will now sync nightly.

Revenues

Weekly Report Set Up:

Profitual offers a weekly report to, QuickBooks users, sent directly to an email address(es) of your choice that highlights actionable financial information from your QuickBooks account:

- Cash balance
- Accounts Receivable Aging Report - Who owes you money, and how over due is it?
- Accounts Payable Aging Report - What payments do you have outstanding, and how long have they been outstanding for?

1) Navigate to the Weekly Report tool:

Reporting > Weekly Reports

PROFITUAL << Scenarios Active Scenario: Onboarding Model

Sandbox Unspecified

APP

- Overview
- Company
- Forecasting
- Actuals
- Reporting
- Weekly Report**
- Integrations
- Supporting Documents

USER

- Library
- Subscription
- Perks

WEEKLY REPORTING CONFIGURATIONS

[Enable Weekly Report](#)

☐ Bank Details

Bank & Credit Card Details (Sample)

Account	Type	Value
Bank A	Checking	\$5,000
Credit Card X	Visa	\$2,000
Credit Card Y	Mastercard	\$3,500

Add Recipient Email

Add To List

Save

☐ A/R Aging Summary

Accounts Receivable (AR) Aging Report (Sample)

Name	Current	1-30 Days	31-60 Days	61-90 Days	91+ Days	Total
John Doe	\$100	\$50	\$30	\$20	\$10	\$210
Jane Smith	\$150	\$70	\$40	\$25	\$15	\$300

2) Use the check marks for each report available to select which ones you would like to receive, then select enable report:

Scenarios Active Scenario: Onboarding Model

WEEKLY REPORTING CONFIGURATIONS

Enable Weekly Report

☒ Bank Details

Bank & Credit Card Details (Sample)

Account	Type	Value
Bank A	Checking	\$5,000
Credit Card X	Visa	\$2,000
Credit Card Y	Mastercard	\$3,500

Add Recipient Email

Add To List

Save

☐ A/R Aging Summary

Accounts Receivable (AR) Aging Report (Sample)

Name	Current	1-30 Days	31-60 Days	61-90 Days	91+ Days	Total
John Doe	\$100	\$50	\$30	\$20	\$10	\$210
Jane Smith	\$150	\$70	\$40	\$25	\$15	\$300

3) Add the emails of anyone you would like to receive the report

Scenarios Active Scenario: Onboarding Model

WEEKLY REPORTING CONFIGURATIONS

Disable Weekly Report

☒ Bank Details

Bank & Credit Card Details (Sample)

Account	Type	Value
Bank A	Checking	\$5,000
Credit Card X	Visa	\$2,000
Credit Card Y	Mastercard	\$3,500

Add Recipient Email

gbeairsto@profitual.ai

Add To List

support@profitual.ai

Save