

# Portal

## Release Update v4.30.31– September 25, 2024

### New + Improved

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#### New Settings Pages

We've decided to replace the existing "Configuration Settings" page with two easily manageable settings pages. We're confident that this will help save time and make it easier to locate and change settings. The two new settings pages are both found under the "Account Settings" menu bar option:

- Store Settings
- Point of Sale Settings

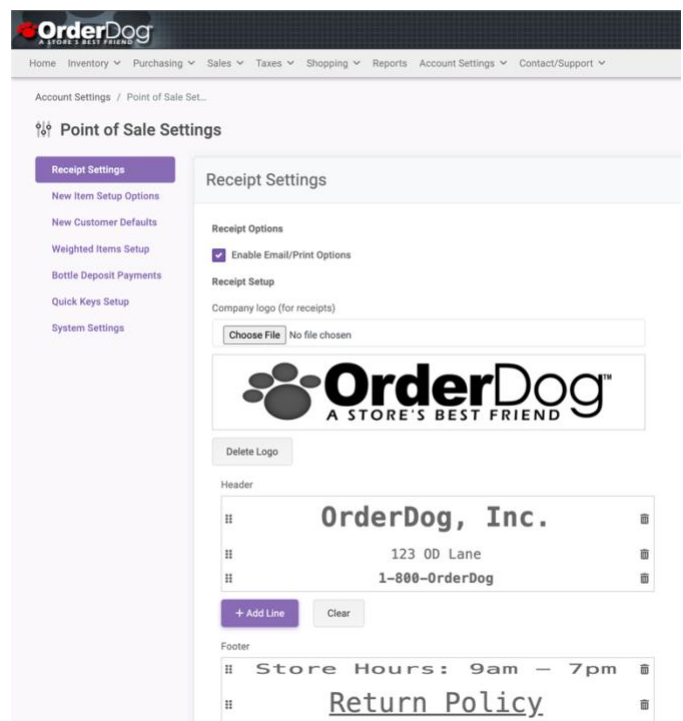
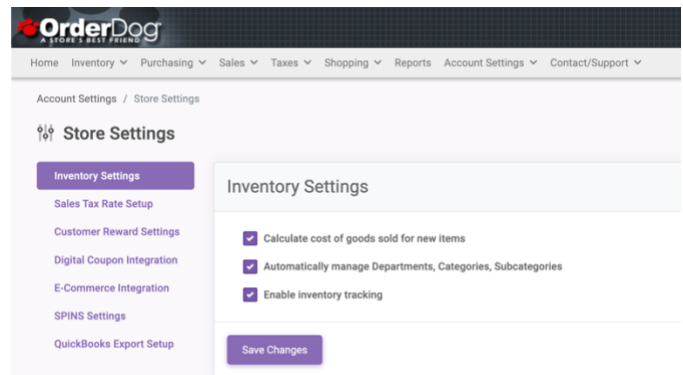
Both pages are organized where settings menus display to make it easier to navigate on the pages. By selecting a menu, the page will display only the settings that correspond to that menu.

The Store Settings page will contain the following settings menus:

- Inventory Settings
- Sales Tax Rate Setup
- Customer Reward Settings
- Digital Coupon Integration
- E-Commerce Integration
- SPINS Settings
- QuickBooks Export Setup (new feature)

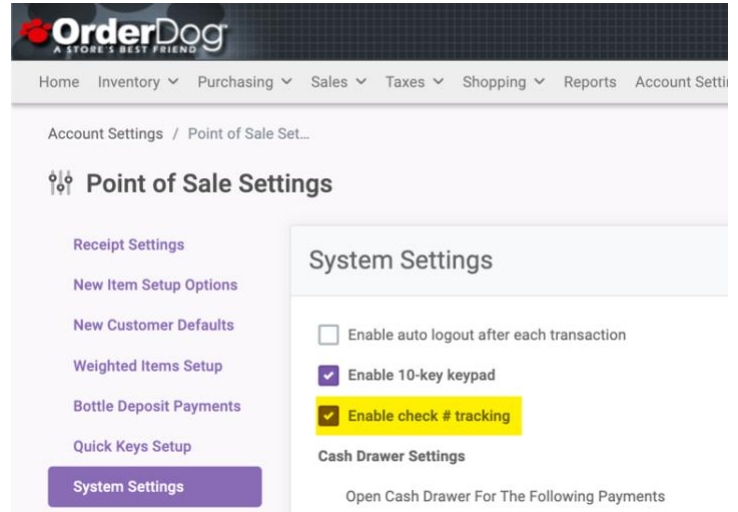
The Point of Sale Settings page will contain the following settings menus:

- Receipt Settings
- New Item Setup Options
- New Customer Defaults
- Weighted Items Setup
- Bottle Deposit Payments
- Quick Keys Setup
- System Settings
- Integrated Credit Card Settings (viewable only by OrderDog Support)



## New Check # Tracking Setting

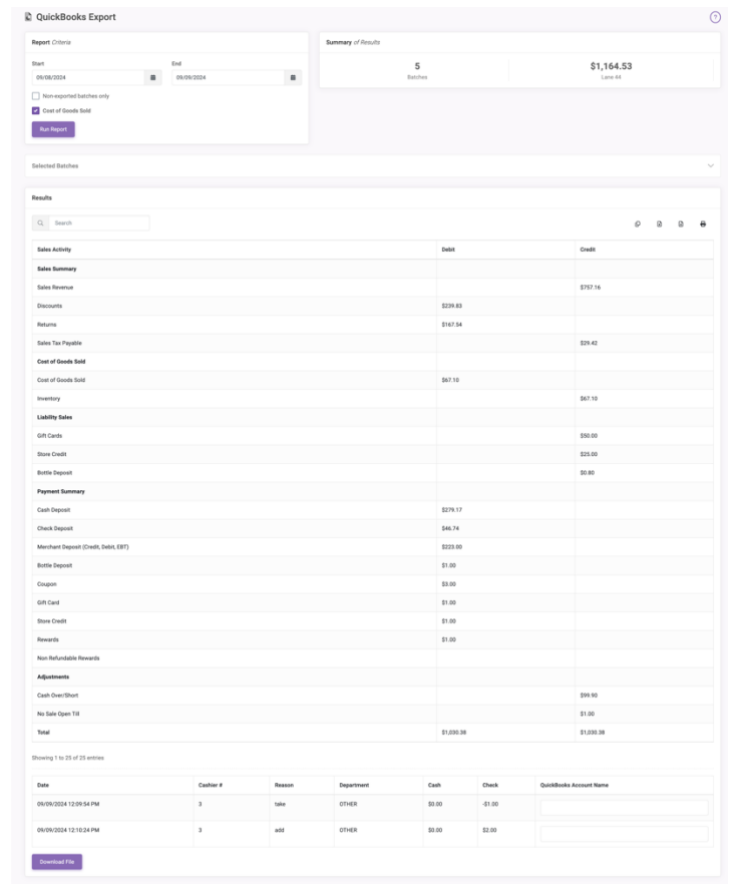
You can now choose whether to enable/disable the ability to enter check numbers on the point of sale when a customer pays with a check.



## New QuickBooks Export

We're incredibly excited about giving you the ability to import sales closeout information into your QuickBooks account, instead of manually entering Z-report info into QuickBooks. There is a new QuickBooks Export report that displays the sales closeout information that is to be downloaded into a file, which can then be imported into your QuickBooks account. This report gives you the flexibility to:

- Select a date range
- Select any batch closed within the date range
- Multiple batches can be selected
- Group batches together
- Include only batches that have not been exported to a file
- Highlights batches already exported
- Export batches as many times as needed
- Include/exclude COGS in the results
- Displays batch closeout information in journal entry format (with Debit/Credit columns)
- Export report to PDF, Excel, CSV
- Download results into a file that can be imported into QuickBooks



The downloaded file will apply the Account Names that were entered into the New Store Settings page under the QuickBooks Export Setup. It's incredibly important that the QuickBooks Account Names entered in the Store Settings page are accurate. When the following three accounts have the exact same QuickBooks account name entered in the settings, then they will be combined into a single journal entry on the downloaded file (if any have a different QB name, then the export will separate them):

- Sales Revenue Account
- Discounts Account
- Returns Account

The screenshot shows the 'QuickBooks Export Setup' page in the 'Store Settings' section. It lists various account types and their corresponding QuickBooks Online Account Names. The categories and their respective fields are:

- Bank Accounts:** Deposit Bank Account (Bank Deposit)
- Sales of Product Income:** Sales Revenue Account (OrderDog), Discounts Account (OrderDog), Returns Account (OrderDog)
- Liability Accounts:** Sales Tax Payable (Sales Tax), Gift Card Sales (Gift Card), Store Credit (Store Credit), Bottle Deposits (Bottle Deposit)
- Other Liability and Expense Accounts:** Manufacturer Coupons (mfg coupons), Rewards Redemption (Rewards), Cash Over/Short (cash over/short)
- Inventory Accounts:** Inventory (inventory), Cost of Goods Sold (cogs)

A 'Save Changes' button is located at the bottom of the form.

JournalNo	JournalDate	AccountName	Debits	Credits
OD000079	9/9/24	OrderDog		349.79
OD000079	9/9/24	Sales Tax		29.42
OD000079	9/9/24	cogs	67.1	
OD000079	9/9/24	inventory		67.1
OD000079	9/9/24	Gift Card		50
OD000079	9/9/24	Store Credit		25
OD000079	9/9/24	Bottle Deposit		0.8
OD000079	9/9/24	Bank Deposit	279.17	
OD000079	9/9/24	Bank Deposit	46.74	
OD000079	9/9/24	Bank Deposit	223	
OD000079	9/9/24	Bank Deposit	1	
OD000079	9/9/24	Bank Deposit	3	
OD000079	9/9/24	Bank Deposit	1	
OD000079	9/9/24	Bank Deposit	1	
OD000079	9/9/24	Rewards	1	
OD000079	9/9/24	cash over/short		99.9
OD000079	9/9/24	QA No Sale	1	
OD000079	9/9/24	QA No Sale		2