DentaLab for QuickBooks
2009 Release XVII-000 January
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OVERVIEW

This document reviews the significant enhancements to DentaLab for QuickBooks (DQB) in 2009 Release *XVII* -000 in January based on requests and suggestions from users of the system as well as the technical support staff. Here is a summary list:

Customer Fields
- **Two more fields transferred from QB to DQB: Rep Name, Type**
- **To provide for selection in DQB reports**

Case List – Search by Short Memo
- **Short Memo has variable use, cases can now be searched by memo**
- **Selection to match from beginning of field or anywhere in field**

Transfer Short Memo to QB Invoice
- **n Options/Invoice Settings, new option to transfer the Short Memo field from the DQB case to the QB invoice. Default/initial setting will be on/true.**

New Report – Analysis by Rep Name/Salescode
- **In Report Center, Sales Analysis: new report named *Analysis of Sales by Rep Name/Salescode***
- **The user will first specify range of Rep**
- **Next the month for MTD (month to date) sales (selection January – December) and year (selection 2008 forward). The initial setting will be current month and year but may be selected by user.**
- **Next the beginning month for YTD (year to date) sales (selection January – December) and year (selection 2008 forward. The initial setting will be January and current year, but may be selected by user.**
- **The subtitle will reflect the current MTD month chosen.**
- **There will be a group header for each Rep.**
- **In each group will be a set for each customer having the Rep Name, e.g. Customer: QB Customer Name**
- **Under each customer will be a line item for each Item having invoiced sales or remakes either MTD and/or YTD. If units and dollars for all the columns are 0, the line will not be printed. The Item Name will be printed on the left. The columns to the right of the Item Name will be under these column headings:**

MTD Sales		YTD Sales		MTD Remakes		YTD Remakes	
Units	$	Units	$	Units	$	Units	$

Each of these columns will have a total provided for each:
Customer Rep Name/Sales Code Grand Total for Report

Automatic Printing of Case Materials Disclosure upon Invoicing

- **In Options/Settings/Invoices, a new option to automatically print the Case Materials Disclosure Report upon billing.**
- **The default setting will be Off (false).**
- **Selection of printer for report, stored locally by station**
- **When billing, if this option is set on, a Case Materials Disclosure for the case being billed will be sent to the default printer for the station.**

Synchronization with QB Vendors

- **n Options/QB Sync, a new option to synchronize QB vendor with DQB, to provide for selection when creating a QB purchase order for outsourcing case.**
- **n DQB, a new addition to Basic Lists for Vendors, will include account, name and address, contact, telephone, fax, email**
- **In DQB, provision for selecting a price level for each vendor, to be used when creating a purchase order**
- **Subtables and tabs for Vendor Alerts and Vendor Preferences, for lookup when creating individual purchase orders**

Options/Settings for Case Purchase Orders (PO)

- **In Options/Settings/Purchase Orders, setups for purchase orders**
- **Selection of case number or pan code for purchase order number**
- **Selection of DQB fields to transfer to QB purchase order: Patient, Shade, Teeth, Case Number, Doctor’s Request Date, Short Memo**
- **Selection of columns to show in Case List: Vendor, Vendor Return Date, PO number, PO Date**
- **Option to perform batch processing of PO (default is off/false)**

Case List – New Columns Related to PO

- **Which PO columns are shown will be based on settings in Options/Settings/Purchase Orders:**
    - **Vendor**
    - **Vendor Return Date**
    - **PO Number**
    - **PO Date**

Individual Purchase Orders (PO)

- Option to Create Purchase Order available from Case List, Case Entry
- PO entry screen will show case header information: case number, customer, case entry date, doctor request date, tabs for vendor alerts and preferences.
- User will select Vendor from table
- PO Date set to current date, can be edited
- Vendor Return Date set to case end date, can be edited
- DQB case header fields transferred, as specified in Settings for PO
- DQB case item fields, include name, description, quantity, price selected from price level specified for vendor, can be edited
- Total amount calculated from line items
- PO message, defaults to case memo, can be edited
- PO Memo, defaults to QB customer account code + patient
- Create PO button creates a QB purchase order
- User can modify QB purchase order form, can include DQB transferred fields

Case Purchase Orders (PO) – Batch Processing

- Takes effect if Batch Processing option set on in Options/Settings/Purchase Orders
- Option for Case Purchase Orders available in upper left quadrant of Home Page
- DQB items will have option to select Preferred Vendor, default is Not Assigned
- Case Entry will review items for Preferred Vendor and assign to case.
- Will issue a message if no items in case have a Preferred Vendor or if there are multiple Preferred Vendors in case items
- Case Entry tab Purchase Order to select Vendor and Vendor Return Date (default is case end date)
- In Case Purchase Orders screen, user will select Vendor from table for batch processing and either range of entry dates or vendor return dates
- Cases selected shown with checkbox to left to Do PO and checkbox to right for Done PO, with case number, doctor, patient, pan code
- User checks or unchecks boxes to determine cases to be processed
- Processing includes:
    - PO Date set to current date
    - Vendor Return Date set as specified in Case Entry
    - DQB case header fields transferred, as specified in Settings for PO
    - DQB case item fields, include name, description, quantity, price selected from price level specified for vendor
    - Total amount calculated from line items
    - PO message, defaults to case memo
    - PO entry screen will show case header information: case number, customer, case entry date, doctor request date, tabs for vendor alerts and preferences.
    - PO Memo, defaults to QB customer account code + patient
- Create PO button creates batch of QB purchase orders for cases checked Do PO
- Screen displays results as each PO is created, no opportunity to edit

DQB Purchase Order Report

- In Report Center/Purchase Orders tab
- User specifies range of requested vendor return dates to generate report
- Detailed report first shown to screen, icon available to print