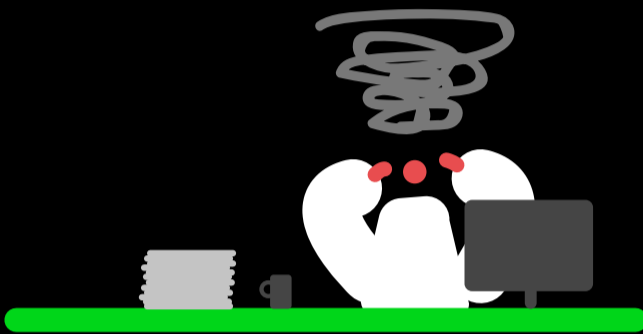


Consolidating Multiple Entities

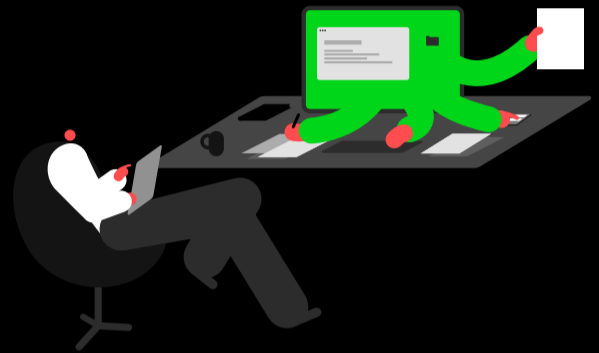
QuickBooks vs. Sage Intacct



Consolidating QuickBooks Companies

Manually export reports from each file and combine using Microsoft Excel:

1. Open your first company file.
2. On the selected report, export to an Excel worksheet and save the workbook.
3. Open the second company file.
4. Create the same report, then export to a new worksheet in the same workbook and Save.
5. Open Microsoft Excel and open the workbook.
6. Manually combine the two reports into a third worksheet.
7. Save the workbook.
8. Repeat for each entity you need to consolidate.



Consolidating with Sage Intacct

For entities with a shared chart of accounts:

1. Do nothing. Entities automatically consolidate to a top-level entity.

For entities with different chart of accounts:

1. From the main menu choose **Global Consolidations*** > **Run consolidation**.
2. Confirm the **Book** and **Period range** and select a reporting period.
3. Click **Consolidate**.

* Global consolidations can be set to automatically run on a recurring schedule

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