

Tips for updating QuickBooks reports

You can export a report, change certain formatting, and reimport it into QuickBooks.

QuickBooks will update and keep these changes:

- 1 **Renamed report titles**
- 2 **Font, Fill, and Number formatting**
(in row & column headers only)
- 3 **Resized columns**
- 4 **Renamed column & row headers**
- 5 **Inserted rows & columns**
You must enter text or a formula in the row to preserve it.
- 6 **New Excel formulas**
The updated report must contain the row associated with your formula.
- 7 **Inserted text**
Make your new text always appear next to a particular row in the report by using a formula (e.g. ="inserted text")

QuickBooks will NOT support these changes:

- Font formatting in numbers
- Inserted rows that are not at the end of the report
- Moved data cells

reports in Excel

ting or add new formulas, and then update it with new QuickBooks data.

:

	A	B	C	D	E	F	G	H	I	J	
1			1			My Company P&L					
2						Profit & Loss					
3						July through August 2012					
4							07/16/12	Aug 16	TOTAL		
5						Ordinary Income/Expense					
6			4			MONEY IN (aka Income)					
7						40100 - Construction Income					
8						40110 - Design Income	3,054.02	3,900.00	6,954.02		
9						40199 - Less Discounts given	0.00	-48.35	-48.35	*	
10						Total 40100 - Construction Income	3,054.02	3,751.65	6,905.67		
11						40500 - Reimbursement Income					
12						40520 - Permit Reimbursement Income	0.00	487.00	487.00		
13						Total 40500 - Reimbursement Income	0.00	487.00	487.00		
14						Total Income	3,054.02	29,197.65	46,343.45		
15			5			* Labor Income less Design Income	6	3,054.02	13,227.00	21,596.71	Labor Diff
16						Cost of Goods Sold					

our formula

by entering

on-header cells*
re left empty

- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

- User-defined formulas may not be supported in collapsed reports w/ updated to the same excel sheet

—



ie
nen

USA Weightlifting

Budget vs. Actual - All International Events

January through June 2018

All International Events	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	21,082.78	100,285.00	-79,202.22	21.02%
Total 4800.0 · Marketing Income	<u>21,082.78</u>	<u>100,285.00</u>	<u>-79,202.22</u>	<u>21.02%</u>
Total Income	<u>21,082.78</u>	<u>100,285.00</u>	<u>-79,202.22</u>	<u>21.02%</u>
Gross Profit	21,082.78	100,285.00	-79,202.22	21.02%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	152,896.02	216,200.00	-63,303.98	70.72%
.2 · Ground Transportation	1,595.99	19,780.00	-18,184.01	8.07%
.3 · Meal per diems & reimb only	592.57	4,025.00	-3,432.43	14.72%
.4 · Lodging & Meals	92,181.23	40,250.00	51,931.23	229.02%
Total 5004-15 · Airfare and Accommodations	<u>247,265.81</u>	<u>280,255.00</u>	<u>-32,989.19</u>	<u>88.23%</u>
5007-15 · Apparel & Outfitting	88.15			
5010-15 · Athlete Incentives	12,528.00			
5016-15 · Contract Services/Casual Labor	100.00			
5025-15 · Discounts & Allowances	1,975.28			
5028-15 · Dues, Fees & Subscriptions	15,253.43			
5040-15 · Insurance	-720.00			
5043-15 · Internet / Transaction Fees	41.99			
5058-15 · Postage & Shipping	313.93			
5073-15 · Supplies & Materials	1,787.85			
Total Expense	<u>278,634.44</u>	<u>280,255.00</u>	<u>-1,620.56</u>	<u>99.42%</u>
Net Ordinary Income	<u>-257,551.66</u>	<u>-179,970.00</u>	<u>-77,581.66</u>	<u>143.11%</u>
Net Income	<u><u>-257,551.66</u></u>	<u><u>-179,970.00</u></u>	<u><u>-77,581.66</u></u>	<u><u>143.11%</u></u>

USA Weightlifting Budget vs. Actual - Youth Pan Ams January through June 2018

Youth Pan Ams	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	20,252.78	7,700.00	12,552.78	263.02%
Total 4800.0 · Marketing Income	<u>20,252.78</u>	<u>7,700.00</u>	<u>12,552.78</u>	<u>263.02%</u>
Total Income	<u>20,252.78</u>	<u>7,700.00</u>	<u>12,552.78</u>	<u>263.02%</u>
Gross Profit	20,252.78	7,700.00	12,552.78	263.02%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	30,662.37	27,600.00	3,062.37	111.1%
.2 · Ground Transportation	109.19	2,070.00	-1,960.81	5.28%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	21,914.50	5,750.00	16,164.50	381.12%
Total 5004-15 · Airfare and Accommodations	<u>52,686.06</u>	<u>35,995.00</u>	<u>16,691.06</u>	<u>146.37%</u>
5028-15 · Dues, Fees & Subscriptions	5,950.00			
5073-15 · Supplies & Materials	327.64			
Total Expense	<u>58,963.70</u>	<u>35,995.00</u>	<u>22,968.70</u>	<u>163.81%</u>
Net Ordinary Income	<u>-38,710.92</u>	<u>-28,295.00</u>	<u>-10,415.92</u>	<u>136.81%</u>
Net Income	<u><u>-38,710.92</u></u>	<u><u>-28,295.00</u></u>	<u><u>-10,415.92</u></u>	<u><u>136.81%</u></u>

USA Weightlifting

Budget vs. Actual - Junior Pan Ams

January through June 2018

Junior Pan Ams	Jan - Jun 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	0.00	16,940.00	-16,940.00	0.0%
Total 4800.0 · Marketing Income	0.00	16,940.00	-16,940.00	0.0%
Total Income	0.00	16,940.00	-16,940.00	0.0%
Gross Profit	0.00	16,940.00	-16,940.00	0.0%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	0.00	27,600.00	-27,600.00	0.0%
.2 · Ground Transportation	0.00	2,070.00	-2,070.00	0.0%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	0.00	5,750.00	-5,750.00	0.0%
Total 5004-15 · Airfare and Accommodations	0.00	35,995.00	-35,995.00	0.0%
Total Expense	0.00	35,995.00	-35,995.00	0.0%
Net Ordinary Income	0.00	-19,055.00	19,055.00	0.0%
Net Income	0.00	-19,055.00	19,055.00	0.0%

USA Weightlifting

Budget vs. Actual - Pan Am Games and Championships

January through June 2018

Pan Am Games and Championships

	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	830.00	0.00	830.00	100.0%
Total 4800.0 · Marketing Income	<u>830.00</u>	<u>0.00</u>	<u>830.00</u>	<u>100.0%</u>
Total Income	<u>830.00</u>	<u>0.00</u>	<u>830.00</u>	<u>100.0%</u>
Gross Profit	830.00	0.00	830.00	100.0%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	32,985.65	27,600.00	5,385.65	119.51%
.2 · Ground Transportation	1,486.80	2,070.00	-583.20	71.83%
.3 · Meal per diems & reimb only	592.57	575.00	17.57	103.06%
.4 · Lodging & Meals	22,006.73	5,750.00	16,256.73	382.73%
Total 5004-15 · Airfare and Accommodations	<u>57,071.75</u>	<u>35,995.00</u>	<u>21,076.75</u>	<u>158.56%</u>
5007-15 · Apparel & Outfitting	88.15			
5010-15 · Athlete Incentives	12,528.00			
5016-15 · Contract Services/Casual Labor	100.00			
5028-15 · Dues, Fees & Subscriptions	4,889.43			
5040-15 · Insurance	-160.00			
5043-15 · Internet / Transaction Fees	41.99			
5058-15 · Postage & Shipping	60.00			
5073-15 · Supplies & Materials	535.84			
Total Expense	<u>75,155.16</u>	<u>35,995.00</u>	<u>39,160.16</u>	<u>208.79%</u>
Net Ordinary Income	<u>-74,325.16</u>	<u>-35,995.00</u>	<u>-38,330.16</u>	<u>206.49%</u>
Net Income	<u><u>-74,325.16</u></u>	<u><u>-35,995.00</u></u>	<u><u>-38,330.16</u></u>	<u><u>206.49%</u></u>

USA Weightlifting Budget vs. Actual - Youth World Championships January through June 2018

Youth World Championships

	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	0.00	44,100.00	-44,100.00	0.0%
Total 4800.0 · Marketing Income	<u>0.00</u>	<u>44,100.00</u>	<u>-44,100.00</u>	<u>0.0%</u>
Total Income	<u>0.00</u>	<u>44,100.00</u>	<u>-44,100.00</u>	<u>0.0%</u>
Gross Profit	0.00	44,100.00	-44,100.00	0.0%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	336.60	41,400.00	-41,063.40	0.81%
.2 · Ground Transportation	0.00	3,565.00	-3,565.00	0.0%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	<u>0.00</u>	<u>5,750.00</u>	<u>-5,750.00</u>	<u>0.0%</u>
Total 5004-15 · Airfare and Accommodations	<u>336.60</u>	<u>51,290.00</u>	<u>-50,953.40</u>	<u>0.66%</u>
Total Expense	<u>336.60</u>	<u>51,290.00</u>	<u>-50,953.40</u>	<u>0.66%</u>
Net Ordinary Income	<u>-336.60</u>	<u>-7,190.00</u>	<u>6,853.40</u>	<u>4.68%</u>
Net Income	<u><u>-336.60</u></u>	<u><u>-7,190.00</u></u>	<u><u>6,853.40</u></u>	<u><u>4.68%</u></u>

USA Weightlifting Budget vs. Actual - Junior Worlds January through June 2018

Junior World Championships

	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	0.00	13,335.00	-13,335.00	0.0%
Total 4800.0 · Marketing Income	<u>0.00</u>	<u>13,335.00</u>	<u>-13,335.00</u>	<u>0.0%</u>
Total Income	<u>0.00</u>	<u>13,335.00</u>	<u>-13,335.00</u>	<u>0.0%</u>
Gross Profit	<u>0.00</u>	<u>13,335.00</u>	<u>-13,335.00</u>	<u>0.0%</u>
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	88,415.00	34,500.00	53,915.00	256.28%
.2 · Ground Transportation	0.00	3,565.00	-3,565.00	0.0%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	48,260.00	5,750.00	42,510.00	839.3%
Total 5004-15 · Airfare and Accommodations	<u>136,675.00</u>	<u>44,390.00</u>	<u>92,285.00</u>	<u>307.9%</u>
5058-15 · Postage & Shipping	77.78			
Total Expense	<u>136,752.78</u>	<u>44,390.00</u>	<u>92,362.78</u>	<u>308.07%</u>
Net Ordinary Income	<u>-136,752.78</u>	<u>-31,055.00</u>	<u>-105,697.78</u>	<u>440.36%</u>
Net Income	<u><u>-136,752.78</u></u>	<u><u>-31,055.00</u></u>	<u><u>-105,697.78</u></u>	<u><u>440.36%</u></u>

USA Weightlifting
Budget vs. Actual - World University Games
 January through June 2018

World University Games	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	0.00	11,875.00	-11,875.00	0.0%
Total 4800.0 · Marketing Income	0.00	11,875.00	-11,875.00	0.0%
Total Income	0.00	11,875.00	-11,875.00	0.0%
Gross Profit	0.00	11,875.00	-11,875.00	0.0%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	0.00	46,000.00	-46,000.00	0.0%
.2 · Ground Transportation	0.00	2,875.00	-2,875.00	0.0%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	0.00	5,750.00	-5,750.00	0.0%
Total 5004-15 · Airfare and Accommodations	0.00	55,200.00	-55,200.00	0.0%
Total Expense	0.00	55,200.00	-55,200.00	0.0%
Net Ordinary Income	0.00	-43,325.00	43,325.00	0.0%
Net Income	0.00	-43,325.00	43,325.00	0.0%

USA Weightlifting
Budget vs. Actual - World Championships
 January through June 2018

World Championships	<u>Jan - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4800.0 · Marketing Income				
4830.0 · Self funded Athl & UnOff Delega	0.00	6,335.00	-6,335.00	0.0%
Total 4800.0 · Marketing Income	0.00	6,335.00	-6,335.00	0.0%
Total Income	0.00	6,335.00	-6,335.00	0.0%
Gross Profit	0.00	6,335.00	-6,335.00	0.0%
Expense				
5004-15 · Airfare and Accommodations				
.1 · Airfare	0.00	11,500.00	-11,500.00	0.0%
.2 · Ground Transportation	0.00	3,565.00	-3,565.00	0.0%
.3 · Meal per diems & reimb only	0.00	575.00	-575.00	0.0%
.4 · Lodging & Meals	0.00	5,750.00	-5,750.00	0.0%
Total 5004-15 · Airfare and Accommodations	0.00	21,390.00	-21,390.00	0.0%
Total Expense	0.00	21,390.00	-21,390.00	0.0%
Net Ordinary Income	0.00	-15,055.00	15,055.00	0.0%
Net Income	0.00	-15,055.00	15,055.00	0.0%