

Ostendo[®]

To

Reckon[®]

Desktop / Hosted

Integration

Contents

Why a Link between OSTENDO® and Reckon®	1
Definition	1
Reckon® Database Preparation	1
Database Preparation	1
Reckon Desktop Vs Reckon Hosted	1
Install the Link Program – Reckon Desktop Only	2
Install the Link Program – Reckon Hosted Only	2
The Link Configuration.....	5
Exporting the Lookup Files from Ostendo®	5
Configuring The Link Program	5
Accounts Mapping	8
Tax Codes Mapping	9
Credit Terms Mapping	9
Creating Batches of Financials to transfer to Reckon®	10
Posting to Reckon®	10
Moving the results back into Ostendo	11
Results in Reckon®	14

Why a Link between OSTENDO® and Reckon®

Definition

OSTENDO® concentrates on providing the best tools for Manufacturing & Jobbing businesses, together with the additional modules that are directly essential for that element of the business. It does not provide a General Ledger or maintain Bank Accounts and Creditors. These financial aspects can be handled by Reckon®.

OSTENDO generates Journals for every financial transaction that occurs within the software for posting to Reckon®. To avoid the need for double entry of data, and the risks that this entails, a separate linking program has been developed to collect these financial transactions from OSTENDO® and then post them to Reckon®.

It is important to remember that whenever you install an upgrade to Ostendo® you should check, and if necessary install an upgrade to the Link program.

Reckon® Database Preparation

Database Preparation

- Logon to Ostendo and go to File ->System Configuration -> System Settings. Select the "Accounting Link" tab from this screen and ensure the Accounting Link Style is set to Reckon Accounts Desktop®. Save then Close
- Ensure you are signed onto Reckon® as an Administrator.
- Change to Reckon® Single User Mode (If Multi User)
- If this is an existing Reckon® database, ensure there are no Customers or Suppliers with the same Name. If so, change the Customer name
- Setup a Reckon® Customer called "Ostendo" with a Tax Code of "GST" for Australia and "S" for New Zealand for local customers or "FRE" for Australia and "Z" for New Zealand for export or exempt customers.
- Setup a Reckon® Supplier called "OstendoAP" with a Tax Code of "NCG" for Australia and "S" for New Zealand for local suppliers.
- Ensure all Suppliers in Reckon® have a Tax Code setup against them eg "NCG" for Australia and "S" for New Zealand
- Setup a Reckon® user called "Ostendo" with an appropriate password. Ensure this user has "Full Access" rights in Reckon®.
- Change back to Reckon® Multi User Mode (If Multi User)

Reckon Desktop Vs Reckon Hosted

- It should be noted, the only difference in setup and process between Reckon Desktop and Reckon Hosted, is that each use their own different Link programs. Therefore, follow the instructions that match your environment.
- Once the Link program is installed and configured to the respective Reckon database, the Cost Centre, Credit Terms and Tax Code mapping are the same for both products.

Install the Link Program – Reckon Desktop Only

- Download and install the Reckon Desktop Link application. (Ensure you run the Windows Installation as “Administrator”
- **Only use this Link Program with Ostendo Version 242 and onwards (Build 100)**
http://www.ostendo.info/downloads/ostendo/qbostlink_240Plus.exe
Note: You must be running at a minimum of Release (2008/2009) editions of Reckon and with at least SP3 or later.
- Click here to skip to the [Link Configuration Section](#) of this document

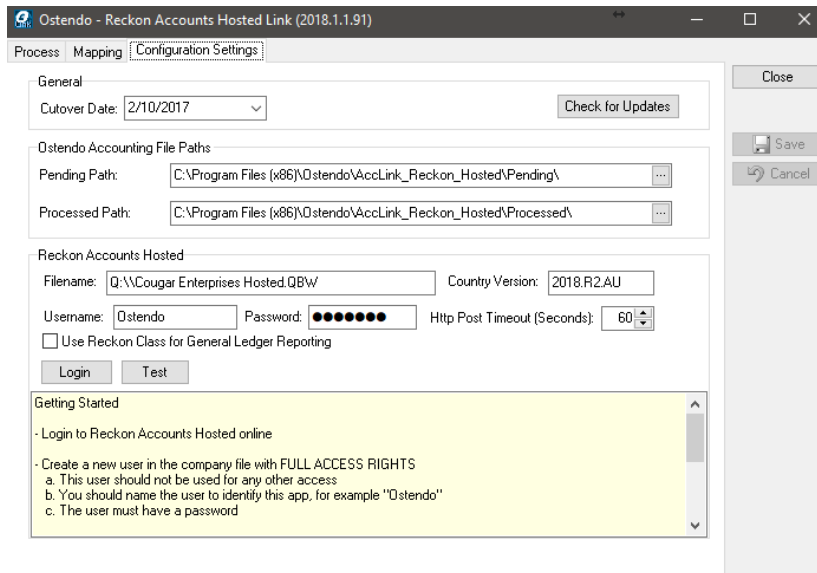
Install the Link Program – Reckon Hosted Only

- Download and install the Reckon Hosted Link application. (Ensure you run the Windows Installation as “Administrator”
- <http://www.ostendo.info/downloads/ostendo/reckonostlink.exe>
- Determine your Reckon Identity Server Logon by the following process:
 - o Login to Reckon under your data file username and password
 - o Click on the “Control Panel” button within this screen
 - o Under the User Management heading, select “Manage Users”
 - o The Identity user code is shown as the “UserID”. Take a note of this as it will be required later.



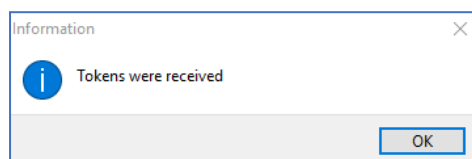
- Logout of this screen to be returned to the logon Reckon Hosted screen
- Log into your Reckon Datafile by entering your normal Datafile access Username and Password
- From within Reckon setup a new User called “Ostendo” and provide a password. Ensure the Assigned Role is set to “Full Access”
- **NB: Ensure the Reckon file is set to Multi User**
- Log out of Reckon completely and close down your browser
- Launch Ostendo and go to File->Accounting Link and Export the Lookup Files
- From within the Ostendo System Settings, set the Accounting Software to Reckon Accounts Hosted.
- Install the Reckon Hosted Link program ensuring you run this as Administrator

- Once the install is complete, find the desktop icon and change the icon properties to “Run This Program As Administrator”
- Launch the Link program and click on the Configuration Settings Tab and complete the following:

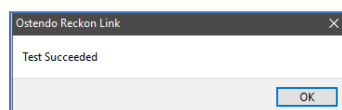
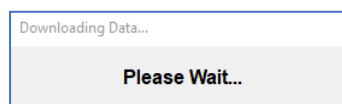


- o Pending & Processed Paths: browse and select these respective folders within the Ostendo folder
- o Filename. Ensure you enter \\ before the filename:
Eg: Q:\\Cougar Enterprises Hosted.QBW
- o Country Version eg: 2018.R2.AU
- o Username and Password: Enter the new username and password you previously created in Reckon

- Press the Login button. This will launch your browser and present you with the Reckon Login screen. **NB: Enter your previously noted Identity number and usual password to login.** After you login the following message will be displayed from the Link program

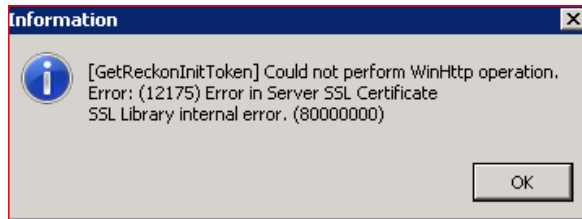


- Press the Test button to check the connection.



- If the connection was not successful and returned this error this could be a problem due to an older Operating System being used. This error indicates TLS1.2 is not enabled. Please refer to your IT support provider and this Microsoft article for more information

<https://support.microsoft.com/en-us/topic/update-to-enable-tls-1-1-and-tls-1-2-as-default-secure-protocols-in-winhttp-in-windows-c4bd73d2-31d7-761e-0178-11268bb10392>



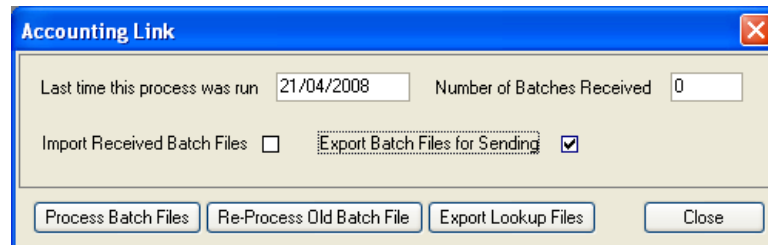
- Once the connection is established successfully, you are now ready to map the Cost Centres and Tax and Terms Codes
- Now proceed to the [Accounts Mapping section](#) of this document

The Link Configuration

Exporting the Lookup Files from Ostendo®

Before you can move on to the next phase of configuring the 'Link' programme, it is necessary to export the details of your Cost Centres and Tax Codes from Ostendo®.

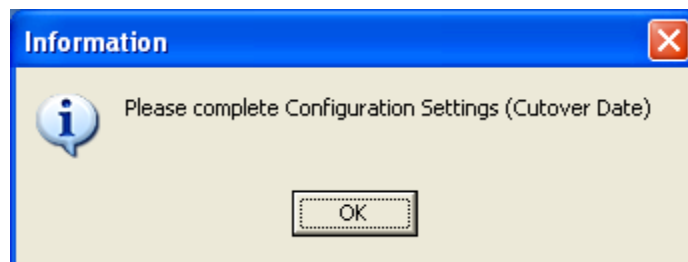
In Ostendo® select **{File – Accounting Link}** and click on the 'Export Lookup Files' button and that will download the Cost Centres and Tax Codes to this function.



When completed you will get a small window indicating the Export has been completed, and you can now close that link.

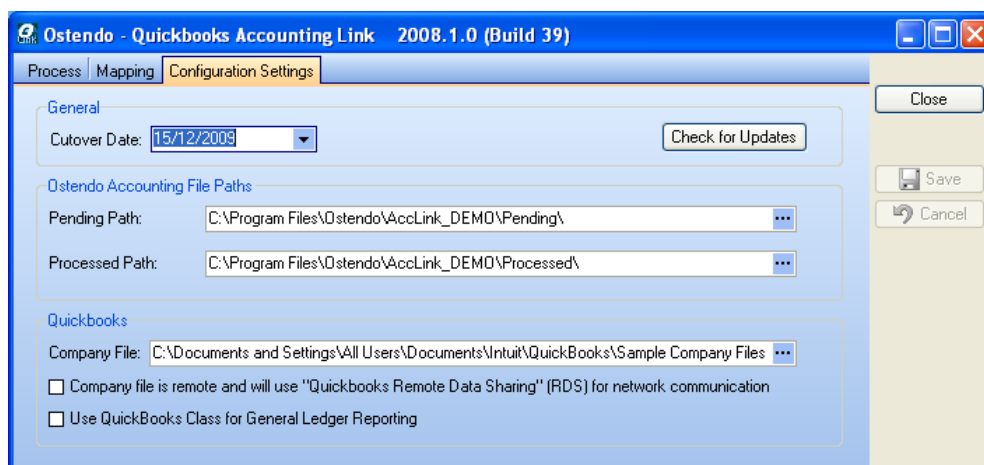
Configuring The Link Program

Launch the New Reckon® Link application. You will receive the following message.



Press **ok** to continue setup

When you first go into the Link, you should select the 'Configuration' Tab screen. The picture below illustrates what the screen may look like, in this example it has been set up to take the Ostendo® Demo Database and "link" it with the Reckon® Demo Database – Stadium Construction & Hardware Pty Ltd.



Cutover Date This is the date when you want Ostendo® transactions to begin posting to Reckon®.

Pending Path This defines where the Batch details received from Ostendo will be stored. Click on the 3 dots icon and select the location of the “Pending” folder.

Note: Each Company you have created will have a pre-generated set of folders within the Ostendo folder on your Hard Drive. For the live company the folder will be Acclink_Default

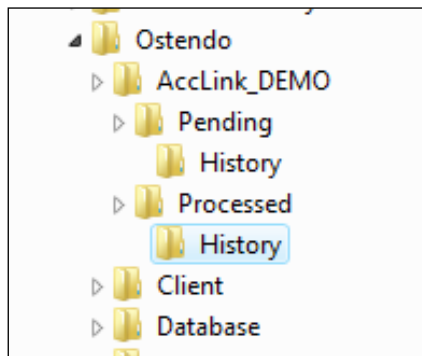


Fig 6.2.3

Processed Path This defines where the details of the Batch - after updating Reckon® - will be stored. Click on the 3 dots icon and select the location of the “Processed” folder.

Driver Name This will show you the Driver Version being used.

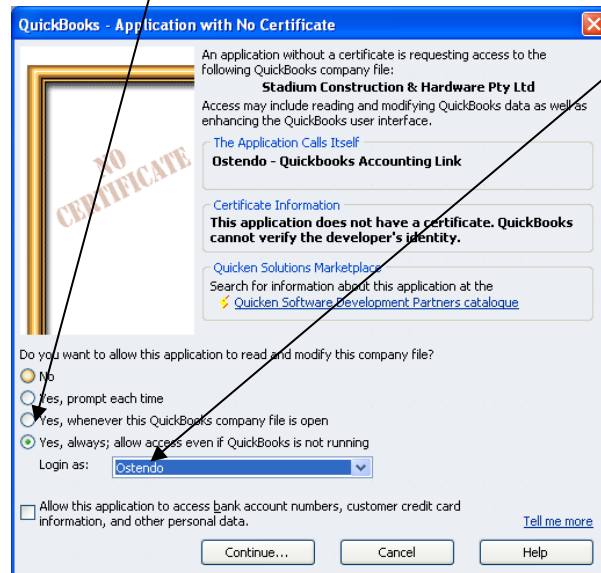
Company File This defines the location of your Reckon® Company database. Click on the 3 dots icon and select the location of the database.

Save Settings to Reckon® Application Press the Save button and the Link program will attempt to access Reckon® database.

You will be presented with a Reckon® message “Application with No Certificate”

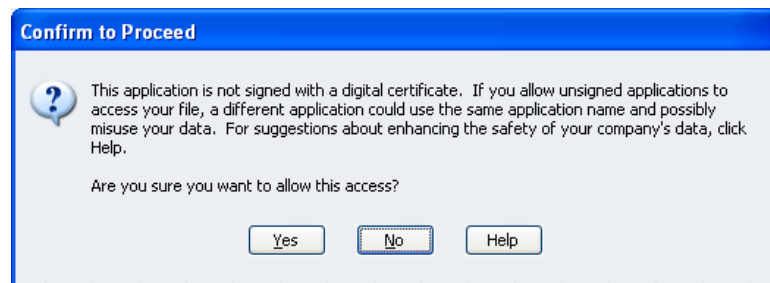
Answer **yes** to always allow access even if Reckon® is not running. You may find it necessary to open Reckon® when you run the Ostendo Reckon® Link. You do not need the Reckon company datafile open.

Select the Ostendo user you previously setup in Reckon®

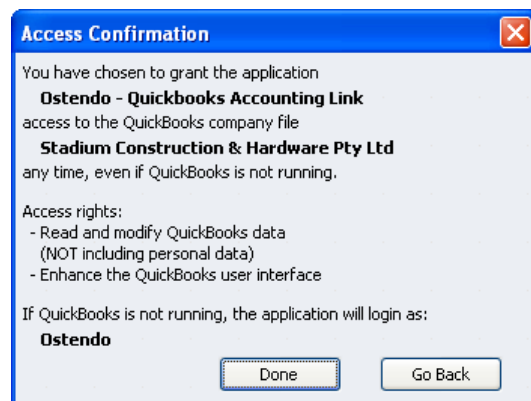


Press the **Continue** button to proceed

Answer **yes** to allow access

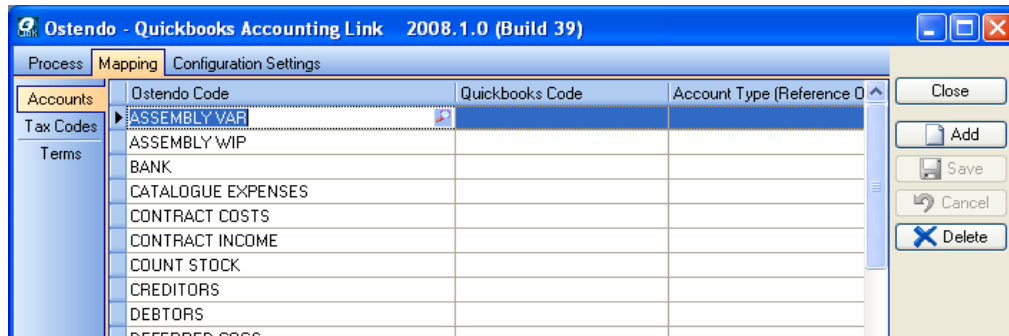


Press the **Done** button to complete the communication to Reckon®



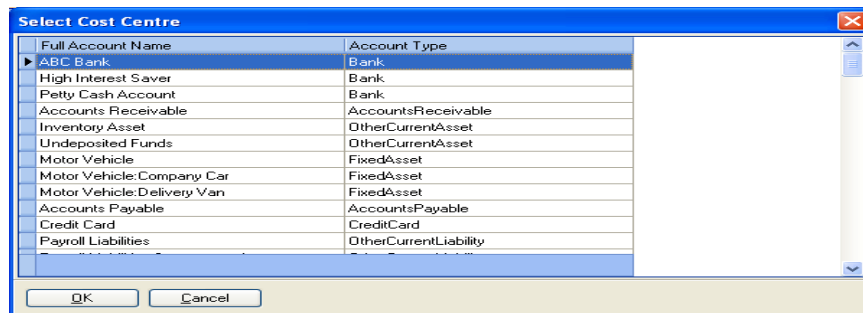
Accounts Mapping

Back in the 'Link' program, you should now click on the "Mapping" Tab, where you will get the following view



Notice that the system has brought up the Cost Centre Codes from Ostendo®.

If you now click in the 'Reckon® Code' field it will take you into a window of Reckon® General Ledger Codes.



Highlight the appropriate Code and click on 'OK' button.

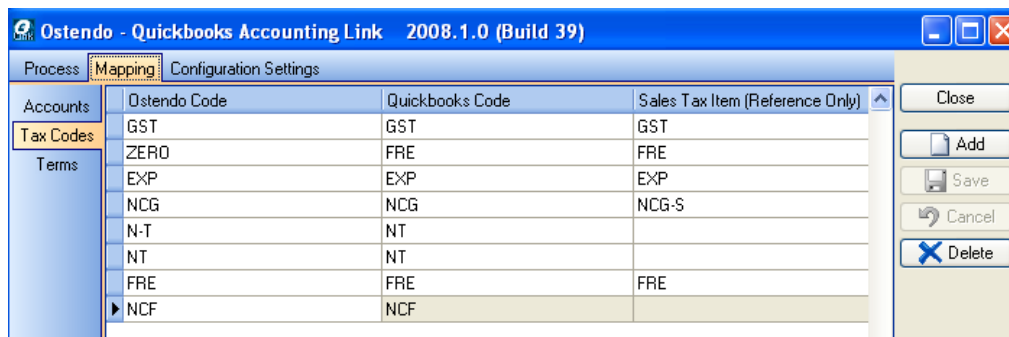
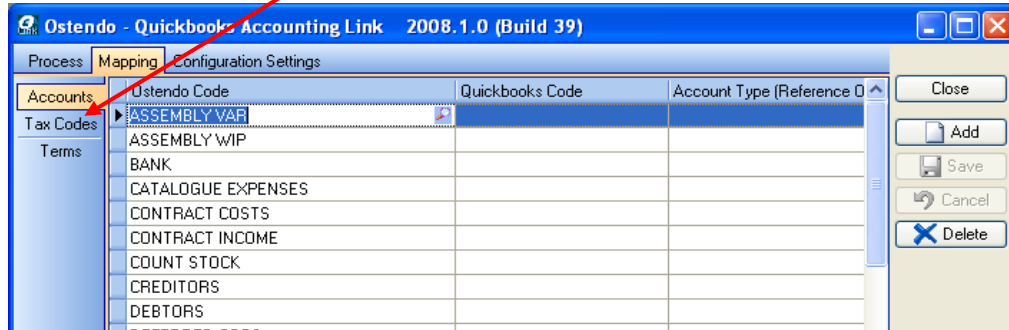
If you have a Cost Centre and a Reckon® General Ledger Code has not been created, you can go into Reckon® at this juncture and create a new Code, providing you have the authority, without closing down the 'Link' software. When you return to the 'Link', and click on the search 'magnifier' you will now find the newly created Code.

NB: If Simplified Posting is enabled, the PURCHASE RECEIPTS Cost Centre should be mapped to a COGS GL Account in the Accounting Software

[Click here for more information relating to Simplified Financial Posting](#)

Tax Codes Mapping

You now need to click on the 'Tax Codes' Tab on the left of the screen to complete the mapping.



Note: You must 'Save' each Reckon® Code before you move onto the next one.

Note: The New Zealand Reckon® Codes are:

S for GST

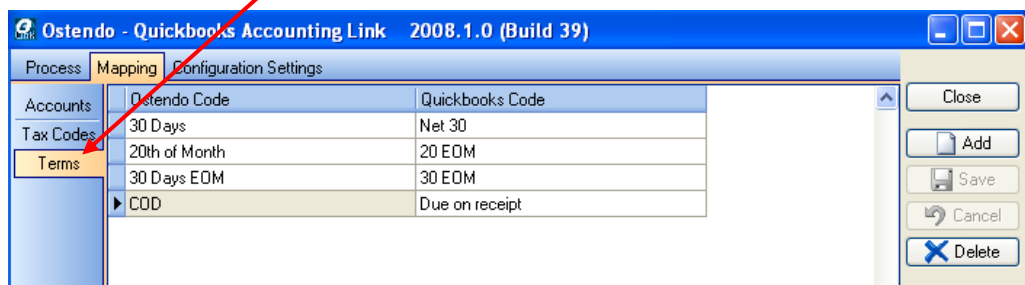
Z for Zero

E for Exempt or Not Taxable

(The above codes maybe different to your Reckon and Ostendo databases.)

Credit Terms Mapping

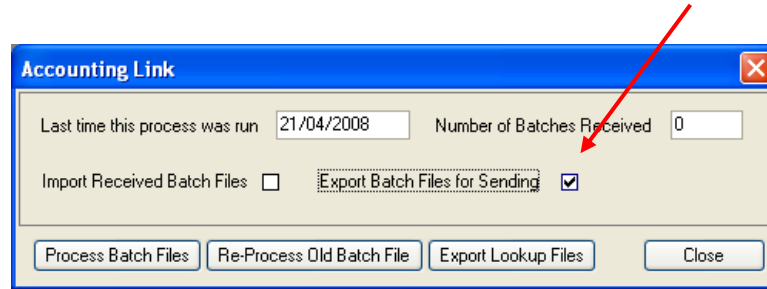
You now need to click on the 'Terms' Tab on the left of the screen to complete the mapping.



Note: You must 'Save' each Reckon® Code before you move onto the next one.

Creating Batches of Financials to transfer to Reckon®

In Ostendo select **{File – Accounting Link}** and see that there is a tick in “Export Batch Files for sending”.



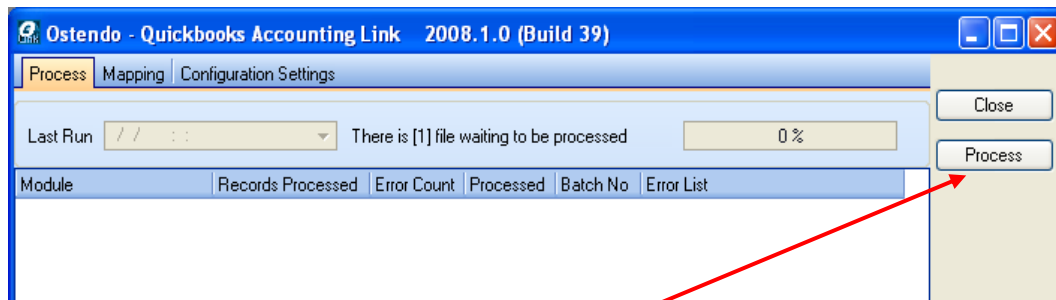
Now click on the “Process Batch Files” button, and wait for confirmation

Click the “OK” and close the Accounting Link window. Transactions with a “Ready to Send” status will be assembled into a single, System generated batch, and the batch file will be stored in folder eg: Ostendo\AcLink_Demo\Pending.

Posting to Reckon®

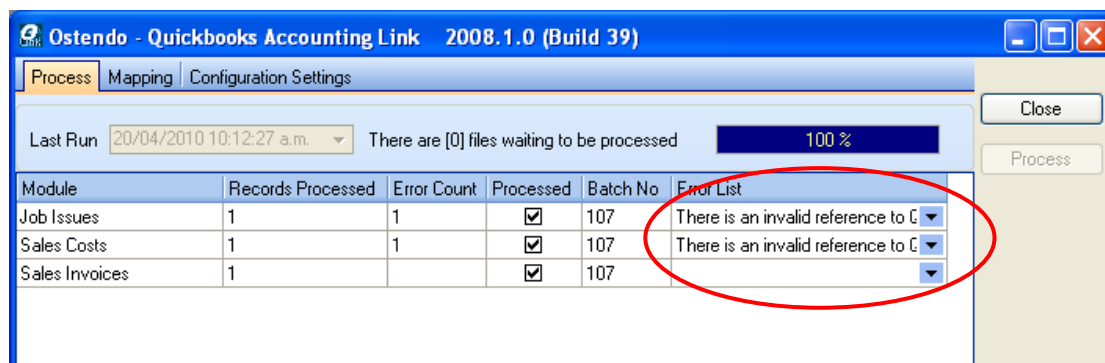
Please Note the examples shown below are not taken from the Ostendo Demo Database

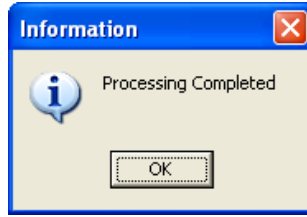
You now need to open the “Ostendo Reckon® Link”



Now you can click on the “Process” button. You will probably get the following:

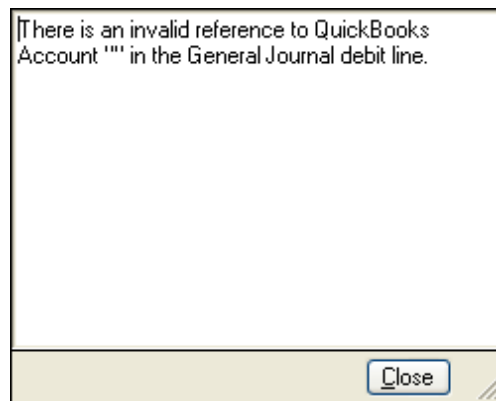
You will see a progress meter showing the % of the batch Processed at top right side of the window.





You will see from the above that in processing these two batches that there were a number of errors. Notice that the top two have the same message. By clicking on the down arrow, a message will be displayed.

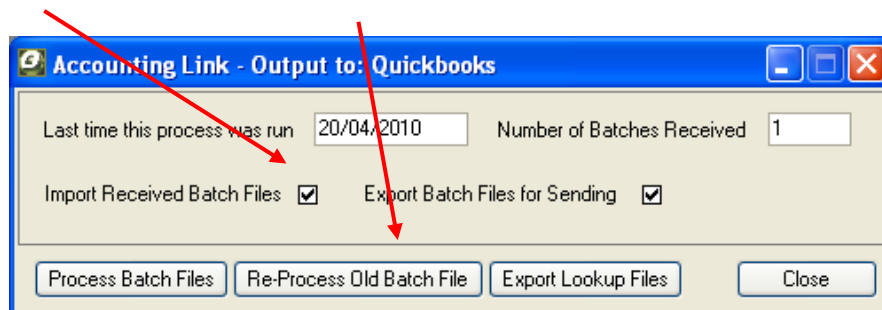
In this particular example the Job Issues and Sales Costs errors relate to a transactions to accounts that have not been mapped in the Ostendo – Reckon® Link program



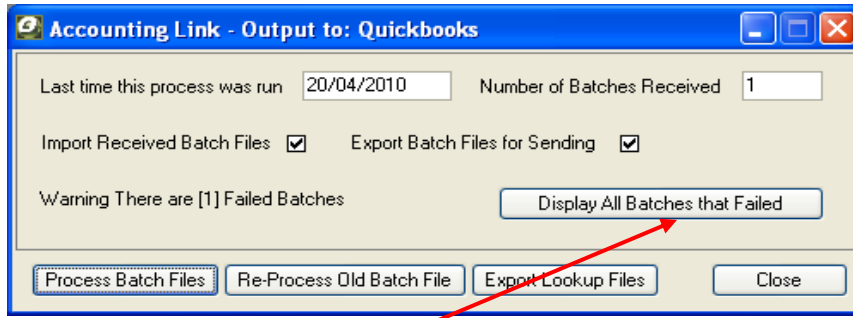
In this case the next step is to go back to the Link program and check the Cost Centre – Reckon® GL Account mapping to fix the problem, and then go to Ostendo to receive the failed batch back into Ostendo ready for Re-Posting.

Moving the results back into Ostendo

In Ostendo select **{File – Accounting Link}** and see that there is a tick in “Import Received Batch Files” and click on the “Process Batch Files” button.

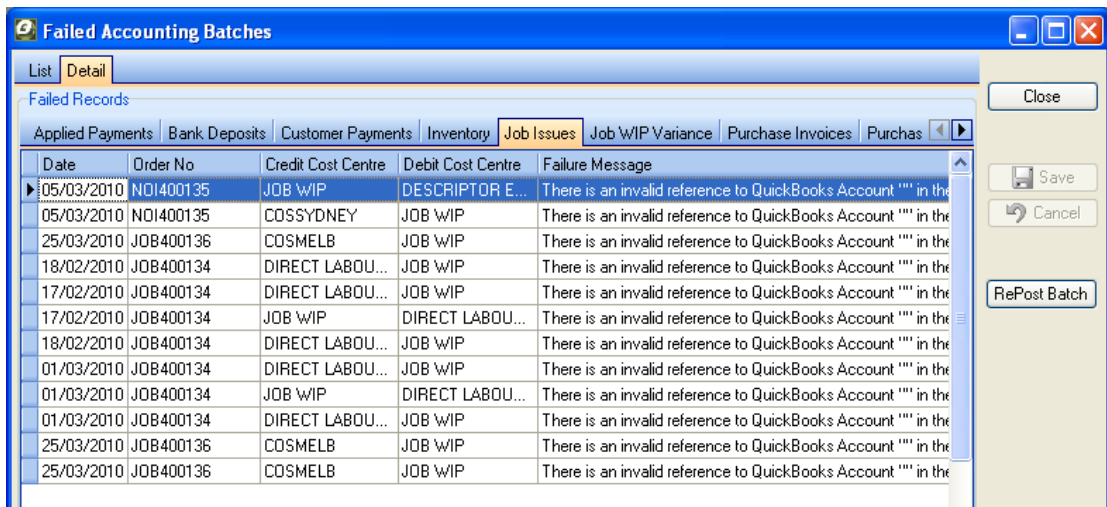
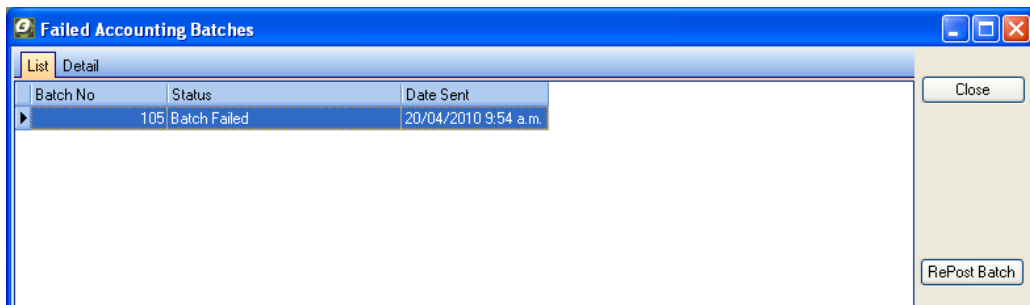


Because there is a batch with errors, the window now changes



We now need to click on the new button to display the failed records.

You will now see a list of Failed Batches. Double Click on the batch to open it up

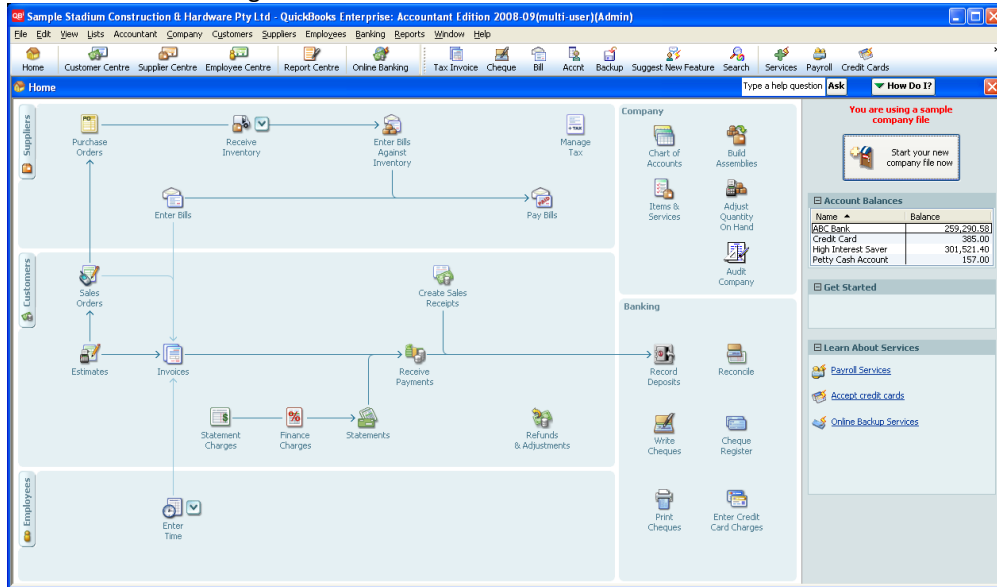


The causes and fixes for these require a more detailed set of Notes, but briefly, the Job Issues error is because there isn't a Reckon® GL Code defined in the Link Accounts Mapping Tab

The errors would need fixing and then re-posted. To repost, you will need to press the "Re-Post Batch" button from within this screen. Go to the Link program and process the batch.

If you go into Reckon®, even before the errors have been fixed, you will see that the 'good' Journals have been processed.

Go into Reckon® and go to the Chart of Accounts



In this example we will look at "Income", so Select an Income account and run a Transactions Report for the appropriate data range

Transaction Detail By Account

From: 01/09/2009 To: 20/04/2010 Total By: Account list Sort By: Default

10:21 AM
20/04/10

Accrual Basis

Transaction Detail By Account
September 1, 2009 through April 20, 2010

Type	Date	Item	Adj	Name	Description	Class	Cl	Split	Debit	Credit	Balance
4071 - Job Income											
General Journal	02/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			24.89		24.89
General Journal	28/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			154.00		178.89
General Journal	29/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			141.00		319.89
General Journal	29/10/2009	Oste...		Inland Revenue Of...	Invoice No: 4...	2200 - GST C...		8.89			311.00
General Journal	29/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			88.00		399.00
General Journal	29/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			363.71		762.71
General Journal	29/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			137.40		900.11
General Journal	29/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			488.24		1,388.35
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			88.00		1,476.35
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			101.50		1,577.85
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			324.04		1,901.89
General Journal	30/10/2009	Oste...		Inland Revenue Of...	Invoice No: 4...	2200 - GST C...		122.50			1,779.39
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			88.00		1,867.39
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			131.71		1,999.10
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			191.50		2,190.60
General Journal	30/10/2009	Oste...		Inland Revenue Of...	Invoice No: 4...	2200 - GST C...		88.00			2,102.60
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			88.00		2,190.60
General Journal	30/10/2009	Oste...		Inland Revenue Of...	Invoice No: 4...	2200 - GST C...		191.50			1,999.10
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			191.50		2,190.60
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			300.00		2,490.60
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			122.50		2,613.10
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			88.00		2,701.10
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			120.50		2,821.60
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			103.45		2,925.05
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			196.50		3,121.55
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			168.95		3,290.50
General Journal	30/10/2009	Oste...		Ostendo	Invoice No: 4...	1201 - Osten...			42.00		3,332.50

Select a journal and double click on it to open it up.

Ostendo - Accounts Receivable

Customer: Job Ostendo

Date	Number	Item	Description	Amt Chrg	Amt Paid	Balance
02/10/2009	Ostendo		Invoice No: 45046	28.00		-231,640.31
04/11/2009	Ostendo		Invoice No: 45046	28.00		-231,612.31
23/04/2009	Ostendo		Invoice No: INV293	28.75		-231,583.56
22/04/2009	Ostendo		Invoice No: INV293	33.45		-231,550.11
09/04/2009	Ostendo		Invoice No: INV023	37.57		-231,512.54
17/04/2009	Ostendo		Invoice No: INV293	40.00		-231,472.54
17/04/2009	Ostendo		Invoice No: INV293	40.00		-231,432.54
04/11/2009	Ostendo		Invoice No: 44040	40.00		-231,392.54
17/04/2009	Ostendo		Invoice No: INV023	45.00		-231,347.54
04/11/2009	Ostendo		Invoice No: 44857	45.00		-231,302.54
04/11/2009	Ostendo		Invoice No: 44858	45.00		-231,257.54
04/11/2009	Ostendo		Invoice No: 44859	45.00		-231,212.54
04/11/2009	Ostendo		Invoice No: 44860	45.00		-231,167.54
16/04/2009	Ostendo		Invoice No: INV023	47.25		-231,120.29
17/04/2009	Ostendo		Invoice No: INV023	47.25		-231,073.04
20/04/2009	Ostendo		Invoice No: INV023	47.25		-231,025.79
22/04/2009	Ostendo		Invoice No: 40252	47.25		-230,978.54
23/04/2009	Ostendo		Invoice No: 40298	47.25		-230,931.29
30/10/2009	Ostendo		Invoice No: 45048	47.25		-230,884.04
17/04/2009	Ostendo		Invoice No: INV273	50.00		-230,834.04
17/04/2009	Ostendo		Invoice No: INV023	50.63		-230,783.41
20/04/2009	Ostendo		Invoice No: 40178	55.46		-230,727.95
04/11/2009	Ostendo		Invoice No: 41250	58.14		-230,669.81
16/04/2009	Ostendo		Invoice No: INV290	58.50		-230,611.31
23/04/2009	Ostendo		Invoice No: INV266	64.00		-230,547.31
16/04/2009	Ostendo		Invoice No: INV023	70.62		-230,476.69
23/04/2009	Ostendo		Invoice No: 40312	70.89		-230,405.80

Ending balance -5,567.38

Sort by Amount (smallest first)

The journal posted from Ostendo displays all Reckon® accounts affected by this transaction

Make General Journal Entries

Date 02/10/2009 Entry No. Ostendo

Account	Debit	Credit	Tax Item	Tax Amount	Memo	Name	Billa...	Class
1201 - Ostendo Trade Debtors	28.00				Invoice No: 45046	Ostendo		
2200 - GST Control		3.11		0.00	Invoice No: 45046	Inland Revenue Office		
4071 - Job Income		24.89		0.00	Invoice No: 45046			
Totals	28.00	28.00						

List of Selected General Journal Entries: Last Month

Date	Entry No.	Adj	Account	Memo	Debit/Credit(+/-)