

EXTENDER SYSTEM SETUP

Please note that Extender requires that you have Atlantis version 9.2.0.50 or later.

OVERVIEW

Extender can be set up to run in a wide variety of configurations. The simplest configuration is where Atlantis, Extender and QuickBooks and their related data files are all on the same machine. A more typical scenario is to have each of these programs run on a variety of workstations with the data for each of these programs residing on another workstation or server.

Like both Atlantis and QuickBooks, Extender has been designed to operate in a multi-user environment: all of the setup (mapping) data are stored in a "back end" file that can be accessed by a number of users.

The most straightforward installation would have one or more workstations each of which has Atlantis, Extender and QuickBooks *program files* all installed. A variation of this is to have some or all of the three systems operate in a "remote desktop" environment.

It is possible to have three different "back-end" locations on three different machines: one for Extender, one for Atlantis and one for QuickBooks. We strongly recommend that all of these back ends be on the same computer or file server. (They will normally be in different directories or folders.)

Every Extender installation must have an established "connection" with the Atlantis data.

Depending on your situation, you may or may not have an electronic interface between Extender and the QuickBooks company (data) file.

ATLANTIS INTERFACE

In the simplest case, both the Atlantis program and the data will reside on the same machine on which you install Extender. If Atlantis has been set up to allow for multiple users to make entries in Atlantis, the data files will be stored on a file server and each Atlantis program installation will be "pointed" to the location where the data files are stored.

Extender needs to be "told" where the Atlantis data files are stored. The location of the Atlantis data files is set on Extender's **Main setup** screen.

The machine on which Extender is installed must have a special piece of software installed that allows Extender to communicate with the Atlantis data files. This software is the Visual FoxPro "driver." For Atlantis to communicate with its data files, this driver must be installed on each machine where you install the Atlantis *program files*. For this reason, we recommend installing

the Extender program files only on a computer that already has the Atlantis program files installed since this means that the required driver will already be installed and configured.

If you wish to install and operate Extender on a machine that does NOT have the Atlantis program files already installed. You will have to download and configure the Visual FoxPro driver *before* you install Extender. Please contact us for instructions.

QUICKBOOKS INTERFACE

Extender currently generates accounting entries in a format that may be only appropriate for QuickBooks:

- A Sales Receipt that enters all of the revenues and item counts from the Atlantis charges report and
- A general journal entry that records appropriate entries to other general ledger accounts.

Extender has been designed to interface with QuickBooks in two ways:

- **Automatic mode.** This mode requires that Extender has a network connection to the QuickBooks company file. Extender will retrieve the chart of accounts and the various “items” from QuickBooks. You use these settings to map codes from Atlantis to QuickBooks. Using the mapping you specify, Extender will *immediately* create a Sales Receipt and the corresponding general journal entry in your QuickBooks company file.
- **Paper mode.** Extender does not have a network connection to your QuickBooks company file and so you must input the required general ledger accounts and QuickBooks items into Extender. (This is a one-time operation and modifications are not required unless you change your accounting policies.) Extender uses these input settings to map codes from Atlantis to QuickBooks. Extender will generate all of the information required to enter a Sales Receipt and a general journal entry but you must print out the entries and enter the transactions manually. This mode is designed for those facilities where a bookkeeper does all entries in QuickBooks or where a network connection to the QuickBooks company file cannot be established.

INSTALLATIONS WHERE EXTENDER CAN COMMUNICATE DIRECTLY WITH THE QUICKBOOKS COMPANY FILE

This type of installation will enable Extender to operate in *automatic* mode. There are four main steps required when installing Extender:

1. Install Extender - preferably on the same machine or machines as QuickBooks. This may require two installations: the main Extender program and its related files and the back

- end file installation. PLEASE NOTE: when installing the main program, we recommend that you do a **Full** install and not a **Workstation** install. The full install will put the back end file on the same machine as the front end. You can copy the back end file to the file server and then "point" Extender to the location of the back end. See "Moving or changing the name of the back end data store" (below) for instructions on how to change the pointer to the back end.
2. Point Extender to the location of the Atlantis data files. Use the Main setup screen to do this.
 3. Configure QuickBooks to accept your data. See "Configure QuickBooks" in the Extender help system.
 4. Set up the interface between Extender and QuickBooks. See "Establishing the interface with QuickBooks" in help for details. It is not essential that QuickBooks be installed on all of the same machines as Extender. You can use the QuickBooks remote connector (see the Extender help system for details) to establish a connection between Extender and the QuickBooks company file provided QuickBooks is running on another machine in the same local area network.

The detailed instructions to set up the interface with QuickBooks are in the "Getting Started" topic in the Extender help system.

INSTALLATIONS WHERE THERE IS NO CONNECTION POSSIBLE BETWEEN EXTENDER AND QUICKBOOKS

This type of installation involves only the first three steps of the automatic mode installation.

MOVING THE BACK END DATA STORE

The following instructions are also in the Help system.

Should you move the back end file (**Extender_be.mdb**), Extender will not be able to find it. The best approach is to *copy* the back end file to the new location and then start Extender. Press {F12} (the function key with a 12 on it.) When the 'Reconnect to back end data store' message appears, click 'Yes' and then browse to the new location of **Extender_be.mdb**. Click on the file name and then click 'Open.' Restart Extender and it will connect to this file.

You can determine where the back end file is currently located by selecting **Help | About** on the menu bar.