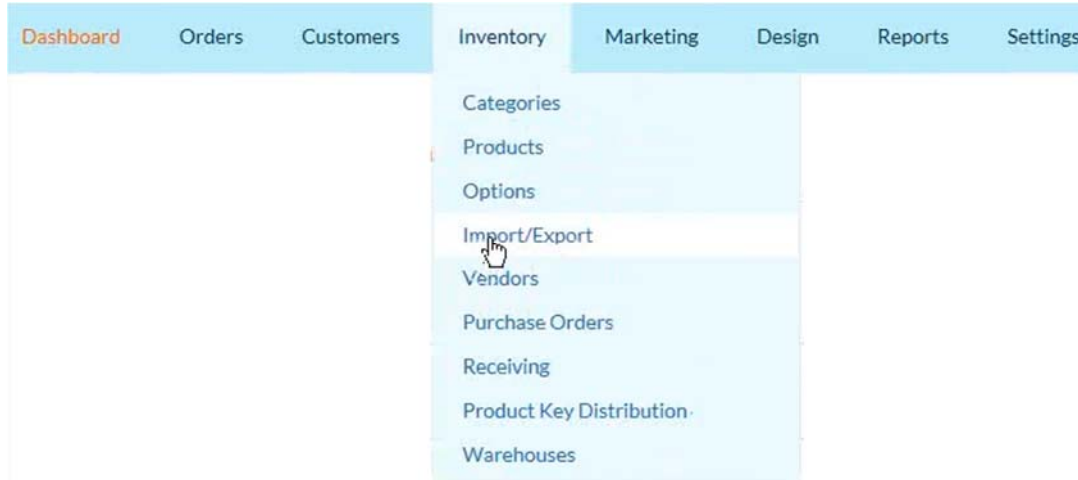


Volusion does not provide PayPal with any cart details (including shipping and sales tax information) the easiest way to include your Volusion details in the PayPal data, for a complete and accurate data import to QuickBooks, is to download a Volusion iif file. We map all the Volusion iif data to PayPal and provide a single iif import file for you.

Log into your Volusion store management interface and select **Import/Export** from the **Inventory** pick-list



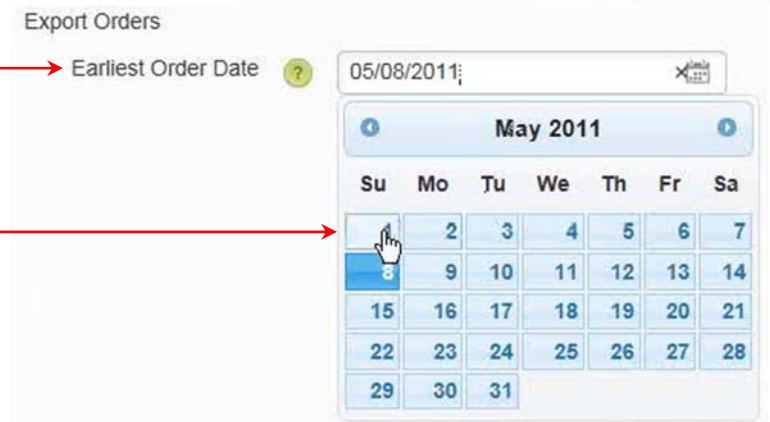
Select **QuickBooks Export** from the **Data Import** button list



From the option display bypass the **Configure**, **Export All Customers** and **Export All Products** buttons and go right to the **Export Orders** options



Use the **Earliest Order Date** calendar option to select the starting date for your data download



Use the **Latest Order Date** calendar option to select the closing date for your data download. Keep in mind Volusion is an off-shore provider (UK based) and they stop processing orders by midnight GMT (7:00 Pm EST) so always extend the end date by a day or three to insure your Volusion data corresponds to your PayPal data. If your PayPal data download ends on May 31, then have your Volusion data end on June 2.

Latest Order Date ?

June 2015						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Uncheck the **Only Include Shipped** orders option, you want to include all orders for mapping to PayPal

Read Quick Start Guide | Configure QuickBooks Mapping

Configure ?

Export All Customers ?

Export All Products ?

Export Orders

Earliest Order Date ? 05/01/2011

Latest Order Date ? 06/02/2015

Only Import Order Number ?

Only Include Shipped Orders ?

Include Customer Information ?

Include Product Information ?

Click the **Export Orders** button

From the **QuickBooks Export** display click the **Download** link

QuickBooks Export

Be sure to back up QuickBooks before importing! [Download](#)

Standard Import Standard Export Saved Exports Volusion API Quickbooks Export

Save the resulting iif file and include it with your PayPal transaction history download file and your current QB item list for processing through SimplePort. Volusion provides a convoluted file name for the download file, we recommend (when saving



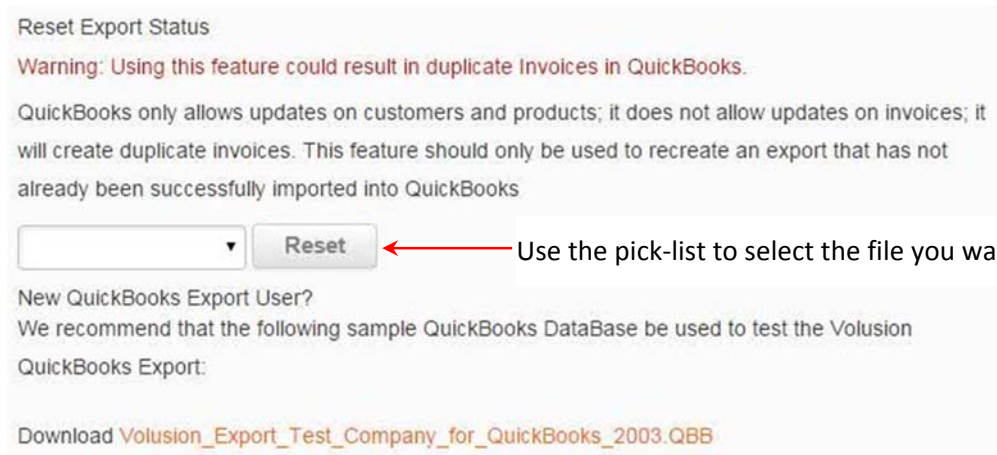
the file) changing the name to something like "Volusion_2015_05-01-to-06-02.iif" a naming convention that provides easily identifiable info about the file.

If you need to re-export a data file that has been previously exported, Volusion requires you to reset your export status, do that prior to initiating a new file download.

Resetting Export Status

You can reset the IIF export status on the QuickBooks Export page in the Admin Area. When an IIF export is generated, Volusion notes which order, customer, and product information was provided in the export and flags it to prevent it from being exported again. You may need to reset this flag by choosing the date of the export from the Export Date dropdown menu and clicking Reset Export Status.

Keep in mind that resetting the export status should only be used when attempting to recreate a failed export.



Reset Export Status

Warning: Using this feature could result in duplicate Invoices in QuickBooks.

QuickBooks only allows updates on customers and products; it does not allow updates on invoices; it will create duplicate invoices. This feature should only be used to recreate an export that has not already been successfully imported into QuickBooks

▼ ← Use the pick-list to select the file you want to reset, then click the **Reset** button

New QuickBooks Export User?
We recommend that the following sample QuickBooks DataBase be used to test the Volusion QuickBooks Export:

Download [Volusion_Export_Test_Company_for_QuickBooks_2003.QBB](#)

Save the resulting iif file and include it with your PayPal transaction history download file and your current QB item list for processing through SimplePort.

