Guide to Using G-Connector

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1. Overview

Below is a list highlighting some of the advanced features of custom financial reports:

- Custom Formatting for all cells, including Row and Column headers, sub-total and total lines, and much more.
- Simple or detailed financial reports for Sales, Expenses, and Balance Sheet accounts.
- The ability to report on any GL Account.
- The ability to report on any single GL variable or multiple variables by GL account.
- Reports for GL Account Opening Balances, Month-to-Date or Year-to-Date totals as well as Budgets.
- Budget versus actual reporting - Monthly and YTD.
- The ability to report on multiple accounting periods
- Column calculations for amounts or percentages
- Row calculations for amounts or percentages
- Graph reports

2. Install the Xappex G-Connector Add On

- In order to pull the data you wish to populate each cell in your sheet, you will first need to install the Google Sheets Add On. Instructions can be found here:

  https://www.xappex.com/docs/g-connector/basic-features-g-connector/installing-g-connector/

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2. Install the Xappex G-Connector Add On (cont'd)

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Installing G-Connector in your Google Sheets

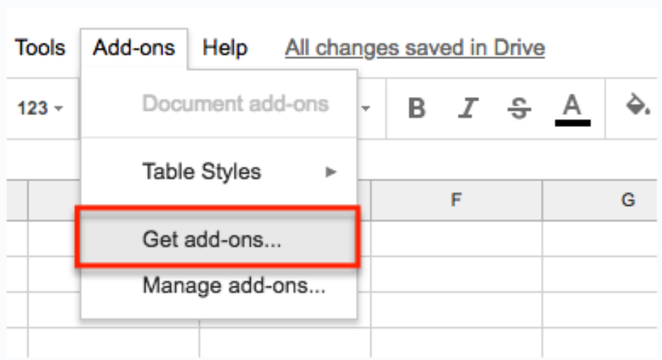
Search Xappex Search

Basic Features

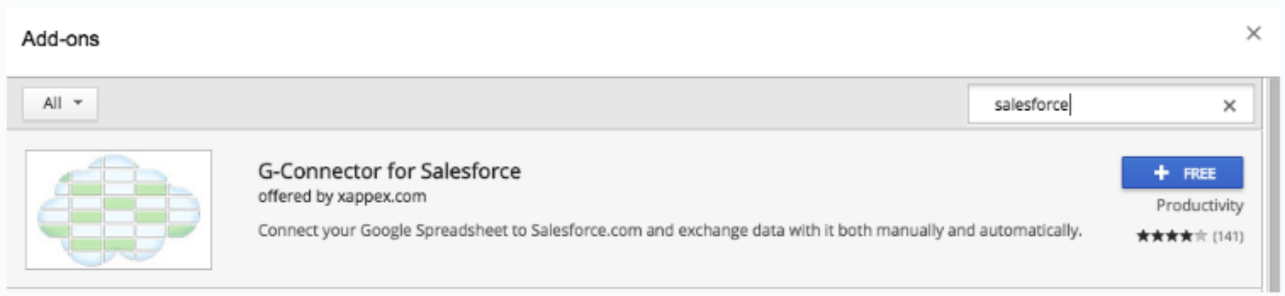
INSTALLING G-CONNECTOR IN YOUR GOOGLE SHEETS

- Logging in to Salesforce.com from G-Connector
- Scheduling Automatic Data Operations
- Importing Data from Salesforce.com Reports
- Importing Data from Salesforce.com into Google Sheets using SOQL
- Pulling Data From Multiple Related Objects
- Creating New Records in Salesforce Using G-Connector
- Updating Existing Records in Salesforce from

To install the G-Connector add-on to your Google Sheets environment, open any spreadsheet or create a new one at https://docs.google.com, then click Get Add-ons under the Add-ons menu:



In the subsequent dialog search for "salesforce", then click the blue "FREE" button on the right from G-Connector for Salesforce:



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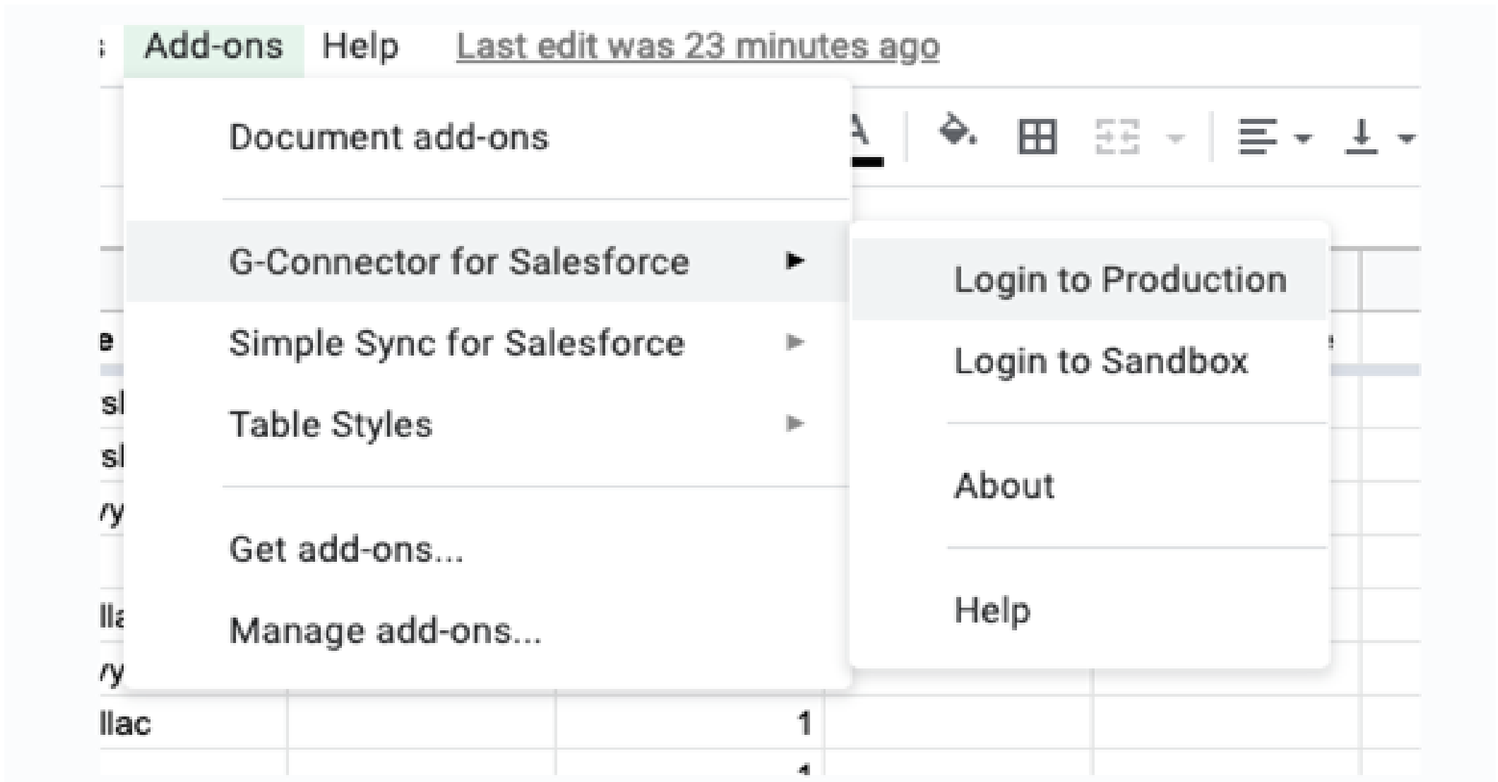
3. Activating the Xappex G-Connector Add On

When you first open your spreadsheet, the G-Connector for Salesforce menu will only contain two options:

1. Log in to Production
2. Log in to Sandbox

Click on the corresponding item depending on if you're logging in to your production org or a sandbox.



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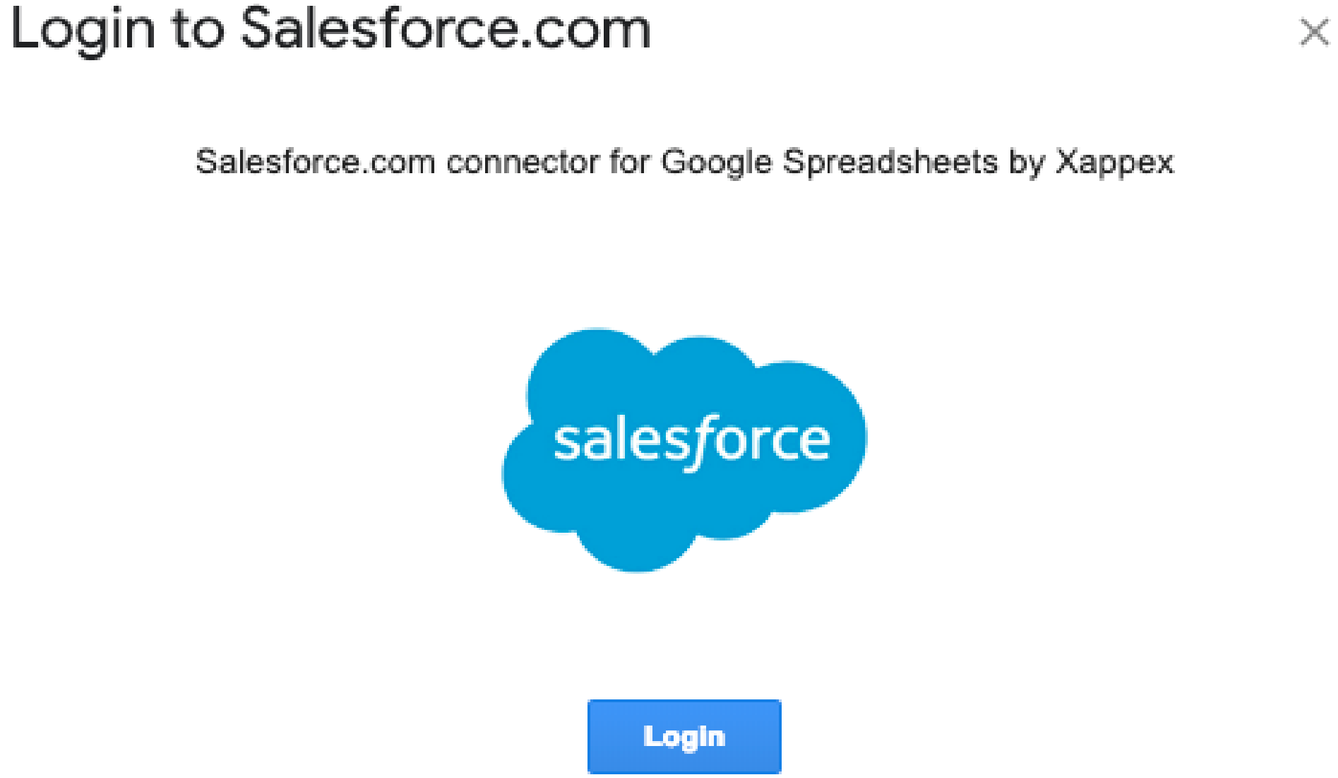
3. Activating the Xappex G-Connector Add On (cont'd)

After you click the Login to Production menu item, a dialog box will open where you'll need to click Login again to proceed to the regular Salesforce login screen where you can authenticate.



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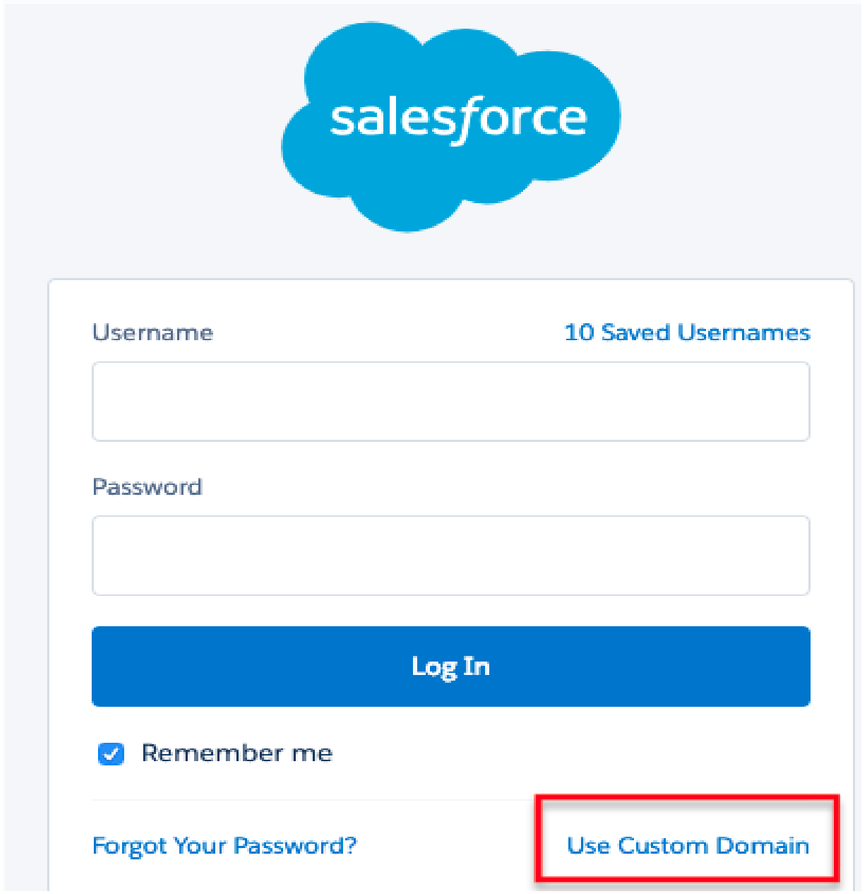
3. Activating the Xappex G-Connector Add On (cont'd)

Clicking the blue Login button will open a new tab where you'll be able to authenticate with Salesforce.com.

If you are using a custom URL to access your Salesforce org, click the 'Use Custom Domain' button at the bottom right.



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4. Using the Xappex G-Connector Add On

Once installed, users will enter the following formula function, designed specifically for Accounting Seed, into each cell you wish to populate with the appropriate data:

=asfc("Ledger", "GL Account, "GLAV 1", "GLAV 2", "GLAV 3", "GLAV 4", "Period", "Term")
where:

Ledger = the name of the Ledger you want the data from (i.e., “Company A”)
GL Account = the exact name of the GL Account (i.e., “1000-Cash”)
GLAV 1 = this field **MUST** be populated with one of three (3) options:

1. “ALL” - this will pull all data for the GL account.
2. “” - this will pull only those transactions where the GLAV 1 has no data
   NOTE: if you do not use variables this will be the same as “All”.
3. the exact name of the General Ledger Variable 1 you wish to pull data for (i.e., “North Region”).

GLAV 2 = Same as GLAV 1
GLAV 3 = Same as GLAV 1
GLAV 4 = Same as GLAV 1

(***Continued on next slide***)

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4. Using the Xappex G-Connector Add On (cont'd)

=asfc("Ledger", "GL Account, "GLAV 1", "GLAV 2", "GLAV 3", "GLAV 4", "Period", "Term")
where:

(***Continued from previous slide***)

Period = the accounting period you want to pull data for (i.e., "2018-12")
Term = there are four (4) options for this field:

1. "OPB" - Opening Balance amount for the period selected.
2. "BUD" - Budget amount for the selected period.
3. "MTD" - Monthly transaction totals for the selected period only.
   NOTE: for balance sheet accounts, this will equal the total of the monthly transactions and **not** equal the actual ending account balance.
4. "YTD" - Year to Date transaction totals for revenue and expense accounts.
   For balance sheet accounts this will equal the true ending account balance as of the selected period.

4. Using the Xappex G-Connector Add On (cont'd)

The ASFC function supports:

- "hard coding" values; entering a specific desired value into the formula within the cell (i.e., GL Account "1000-Cash")
- cell references (i.e., cell "A15") where the formula will pull the required value from another cell.

Using the "$" to lock the cell reference to the column and/or row to copy is supported.

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4. Using the Xappex G-Connector Add On (cont'd)

NOTE:

Because Google Sheets does not support auto-updates, users should use a work-around that will auto update/refresh all cells in the worksheet.

To use this work-around, add a specific cell reference at the end of each formula. The cell reference should be to a blank, unused cell (we recommend referencing cell A1 for this). Then, whenever you wish to update the sheet, either enter a space into the referenced cell (we recommend A1) or delete the space already in the cell. By making this one change to the referenced cell, the sheet will update every cell that references the reserved cell (i.e., A1).

Example: =asfc("Ledger", "GL Account, "GLAV 1", "GLAV 2", "GLAV 3", "GLAV 4", "Period", "Term"**&A1**)

- Users can also create a macro and a button that, when clicked, will automatically update the specified cell, and therefore the sheet.

5. Examples

The following example shows a comparative Balance Sheet for two (2) periods with the monthly change calculated by dollar amount and percentage.

The formula is set with the:

- Ledger obtained through a fully static cell reference (B2)
- GL Account obtained through a static column cell reference ($A5)
- GL Variables set to include “ALL” data

The Period is obtained through a static row cell reference (I$2).

The Term is obtained by another fully static cell reference (B3).

The last reference to cell A1 is the cell used to refresh the data as described in slide 14.

5. Examples (cont'd)

=asfc(+B2,$A5,"ALL","ALL", "ALL","ALL",I$2,$B$3&$A$1)

	A	B	I	J	K	L
1						
2	Ledger	CLNJ	2019-01	2019-02	Change	% Change
3	Term	YTD				
4						
5	1000-CLNJ Checking		$1,457,840.57	$2,290,432.10	$832,591.53	57.11%
6	1005-MEJ Checking		$125,000.00	$172,500.00	$47,500.00	38.00%
7	1200-Accounts Receivable		$867,674.38	$160,333.70	-$707,340.68	-81.52%
8	1205-Unapplied Cash Receipts		-$381,065.43	-$171,184.51	$209,880.92	-55.08%
9	1300-Other Receivables		$36,000.00	$34,100.00	-$1,900.00	-5.28%
10	1400-Prepaid Expenses		$72,200.00	$72,800.00	$600.00	0.83%
11	1500-Inventory		$365,063.69	$404,563.69	$39,500.00	10.82%
12	1505-Equipment		$115,000.00	$129,500.00	$14,500.00	12.61%
13	1525-Supplies Inventory		$81,700.00	$86,770.00	$5,070.00	6.21%
14	1540-Parts		$43,000.00	$44,250.00	$1,250.00	2.91%
15	1600-Miscellaneous Prepaid		$1,019.00	$1,741.00	$722.00	70.85%
16	1700-Fixed Assets		$355,000.00	$355,000.00	$0.00	0.00%
17	1710-Accumulated Depreciation		-$96,130.00	-$99,000.00	-$2,870.00	2.99%
18	1800-Prepaid Insurance		$5,400.00	$4,400.00	-$1,000.00	-18.52%
19	1820-Prepaid Rent		$5,500.00	$4,500.00	-$1,000.00	-18.18%
20	2000-Accounts Payable		-$214,900.00	-$199,735.00	$15,165.00	-7.06%
21	2005-Credit Card Wells Fargo		-$1,700.00	-$2,200.00	-$500.00	29.41%
22	2010-Vouchers Payable		-$1,288.00	-$1,188.00	$100.00	-7.76%
23	2020-Accrued Expenses		-$166,000.00	-$166,519.33	-$519.33	0.31%
24	2500-Deferred Revenue		-$117,063.40	-$127,157.17	-$10,093.77	8.62%
25	2900-Sales Tax Payable		-$36,096.00	-$39,000.00	-$2,904.00	8.05%
26	3015-Paid In Capital		-$408,050.00	-$408,050.00	$0.00	0.00%
27	3050-Retained Earnings		-$527,993.62	-$528,993.62	-$1,000.00	0.19%
28	3060-Current Year Earnings		-$1,580,111.19	-$2,017,862.86	-$437,751.67	27.70%
29			$0.00	$0.00		

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5. Examples (cont'd)

The following example shows a 4th quarter P&L with the total quarterly results, Gross Profit, Gross Profit %, Total Operating Expenses, and Net Income calculated.

The formula is set with the:

- Ledger obtained through a fully static cell reference (B2)
- GL Account obtained through a static column cell reference (i.e., $A3)
- GL Variables set to include "ALL" data

The Period is obtained through a static row cell reference (i.e., C$2).

The Term is hard coded in the formula (MTD).

The last reference to cell A1 is the cell we will change to refresh the data as described in slide 14.

5. Examples (cont'd)

=-asfc(B2,$A3,"ALL","ALL", "ALL","ALL",C$2,"MTD"&$A$1)

	A	B	C	D	E	F
1						
2	Ledger:	CLNJ	**2018-10**	**2018-11**	**2018-12**	**4th Quarter**
3	4000-Revenue		$443,690	$472,448	$512,972	$1,429,110
4	5000-Cost of Goods Sold		-$256,338	-$271,963	-$298,068	-$826,369
5	**Gross Profit (Calculated)**		**$187,352**	**$200,485**	**$214,904**	**$602,741**
6	**Gross Profit % (Calculated)**		**42.23%**	**42.44%**	**41.89%**	**42.18%**
7						
8	6000-Marketing Expense		-$2,580	-$2,763	-$3,000	-$8,343
9	6005-Promotions		-$10,320	-$11,052	-$12,000	-$33,372
10	6050-Travel Expenses		-$1,720	-$1,842	-$2,000	-$5,562
11	6060-Meals and Entertainment		-$430	-$461	-$500	-$1,391
12	6070-Mileage		-$4,128	-$4,421	-$4,800	-$13,349
13	6100-Salaries & Wages		-$55,900	-$59,865	-$65,000	-$180,765
14	6110-Sales Commissions		-$51,600	-$55,260	-$60,000	-$166,860
15	6120-PTO		-$8,600	-$9,210	-$10,000	-$27,810
16	6325-Insurance Expense		-$430	-$461	-$500	-$1,391
17	6500-Depreciation Expense		-$860	-$921	-$1,000	-$2,781
18	6800-Legal Fees		-$258	-$276	-$300	-$834
19	7050-Rent		-$3,440	-$3,684	-$4,000	-$11,124
20	7050-Telecommunications		-$344	-$368	-$400	-$1,112
21	**Total Operating Expenses (Calculated)**		**-$140,610**	**-$150,584**	**-$163,500**	**-$454,694**
22	**Net Income (Calculated)**		**$46,742**	**$49,901**	**$51,404**	**$148,047**

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5. Examples (cont'd)

The following example shows Sales by Region (GL Variable 1).

The formula is set with the:

- "Ledger" field hard coded
- "GL Account" obtained through a cell reference
- "GLAV 1" set to a cell reference (to obtain the Region)
- remaining GLAV's set to "All".

The "Period" is obtained through a *static* cell reference ("$)

The "Term" is hard coded.

The last reference to cell A1 is the cell we will change to refresh the data as described in slide 14.

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5. Examples (cont'd)

Example of formula used to obtain the YTD data for Account 4000-Revenue for the North Region:

=asfc("CLNJ",$A5,C$4,"ALL", "ALL", "ALL",B2,"YTD"&A1)

Ledger:	CLNJ					
Year End	2018-12					
Sales by Region						
	HQ	**North**	**South**	**East**	**West**	**Total**
4000-Revenue	$192,900.00	$59,200.00	$25,520.00	$18,452.45	$60,000.00	$356,072.45
4005-Equipment	$0.00	$178,640.00	$188,400.00	$50,000.00	$100,000.00	$517,040.00
4010-Service Revenue	$0.00	$45,000.00	$45,000.00	$45,000.00	$49,000.00	$184,000.00
4015-Parts	$0.00	$29,050.00	$12,000.00	$65,750.00	$26,653.17	$133,453.17
4025-Supplies	$0.00	$30,000.00	$84,460.00	$25,000.00	$47,300.00	$186,760.00
Total	$192,900.00	$341,890.00	$355,380.00	$204,202.45	$282,953.17	$1,377,325.62

5. Examples (cont'd)

The following example shows Expenses by Region (GL Variable 1) for each Business Unit (GL Variable 3).

The formula is set with the:

- Ledger field hard coded
- GL Account obtained through a cell reference
- GLAV 1 and GLAV 3 set to a cell references (to obtain the Region and Business Unit to report)
- GLAV 2 and GLAV 4 set to "ALL"

The Period is obtained through a static cell reference

The Term is hard coded.

The last reference to cell A1 is the cell we will change to refresh the data as described in slide 14.

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5. Examples (cont'd)

Example of formula used to obtain the Month to Date data for Account 6005-Promotions for the South Regions Retail Business Unit:

=asfc("CLNJ",$A5,E$2,"ALL", E$3, "ALL",$A$2,"MTD"&$A$1)

Monthly Period	Expenses by Region by Business Unit for Month					
2019-01	North			South		
	Retail	Commercial	Wholesale	Retail	Commercial	Wholesale
6000-Marketing Expense	$800.00	$200.00	$0.00	$880.00	$220.00	$0.00
6005-Promotions	$1,500.00	$375.00	$600.00	$1,650.00	$412.50	$660.00
6050-Travel Expenses	$400.00	$1,250.00	$0.00	$440.00	$1,375.00	$0.00
6060-Meals and Entertainment	$0.00	$350.00	$0.00	$0.00	$385.00	$0.00
6070-Mileage	$350.00	$0.00	$0.00	$385.00	$0.00	$0.00
6100-Salaries & Wages	$6,000.00	$0.00	$0.00	$6,600.00	$0.00	$0.00
6110-Sales Commissions	$8,000.00	$0.00	$0.00	$8,800.00	$0.00	$0.00
6500-Depreciation Expense	$400.00	$0.00	$0.00	$440.00	$0.00	$0.00
7000-Facilities Expense	$300.00	$300.00	$500.00	$330.00	$330.00	$550.00
7050-Rent	$1,500.00	$0.00	$0.00	$1,650.00	$0.00	$0.00
7050-Telecommunications	$150.00	$75.00	$75.00	$165.00	$82.50	$82.50