

# BUDGETA

## Importing actuals from Sage-Intacct

Learn how to import actuals using the Budgeta-Intacct integration



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Want to join our Sage-Intacct beta? Please contact us! [support@budgeta.com](mailto:support@budgeta.com)

To import actuals from Intacct, first click on the Intacct icon on the Budgeta menu:

Current budget	Monthly	USD	All departments	All geographies	All categories	Numbers	JAN 2016	FEB 2016	MAR 2016	APR 2016	MAY 2016	JUN 2016	JUL 2016	AUG 2016	SEP 2016	OCT 2016	NOV 2016	TOTAL
Cash Received							\$990,222	\$206,844	\$273,348	\$238,376	\$250,311	\$311,780	\$304,038	\$319,220	\$384,469	\$362,464	\$382,798	\$1,1724,887
License and support - US							\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$276,800
License and support - EMEA							-	-	\$48,889	-	-	\$48,889	-	-	\$48,889	-	-	\$407,111
Subscription - US							\$132,000	\$147,675	\$164,117	\$173,901	\$184,610	\$196,336	\$224,779	\$238,348	\$253,666	\$278,065	\$296,593	\$936,0724
Subscription - EMEA							\$22,222	\$22,544	\$22,877	\$26,552	\$26,905	\$27,269	\$29,867	\$40,354	\$40,654	\$42,377	\$42,603	\$1,073,527
Professional services - Worldwide							\$25,000	\$25,625	\$26,266	\$26,922	\$27,595	\$28,285	\$28,992	\$29,717	\$30,460	\$31,222	\$32,002	\$808,726
Cost of Revenues							(\$15,630)	(\$16,928)	(\$15,594)	(\$16,081)	(\$16,698)	(\$17,247)	(\$18,245)	(\$19,235)	(\$19,900)	(\$20,817)	(\$21,620)	(\$586,556)

Sign in, using your Intacct credentials, and click next:

### Sign in to Intacct

Company ID

User ID

Password

Cancel Next

Select "Import actuals" and click next:

## What would you like to do?

- Import actuals
- Export your budget

Cancel

Next

Select which financial data you'd like to import, and click next:

## Select reports

- Profit & loss
- Cash
- Balance sheet

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Cancel

Next

Then, select a date range and click next:

## Select date range

Year to date  
 Year to date: empty months only  
 Previous month (October 2017)  
 Date range

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Cancel
Next

If you selected to import Balance Sheet or Cash data, the next step will require you to select a balance sheet line for each account from Intacct, using the drop down menu:

## Balance sheet accounts

For each account, select a balance sheet line

<input type="checkbox"/>	NAME	NUMBER	TYPE	BALANCE SHEET LINE
<input type="checkbox"/>	Cash In Bank	1000	debit	Cash and cash equivalents
<input type="checkbox"/>	Suntrust	1001	debit	Map to...
<input type="checkbox"/>	Visa/MC/Discover	1002	debit	
<input type="checkbox"/>	American Express	1004	debit	
<input type="checkbox"/>	Petty Cash	1010	debit	
<input type="checkbox"/>	Savings	1020	debit	
<input type="checkbox"/>	Undeposited Funds	1030	debit	
<input type="checkbox"/>	Accounts Receivable	1100	debit	
<input type="checkbox"/>	Intercompany Receivable	1115	debit	Accounts receivable
<input type="checkbox"/>	Due From Entity 10	1115.01	debit	Map to...

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Cancel
Next

If you selected to import Profit & Loss data, the next step will require you to select one or more budget lines for each account from Intacct, using the drop down menu:

## New Profit & Loss accounts

The following new accounts were identified. Please select a budget line for each account

4000 - Sales	Select one or more lines
6000 - Benefits- Health Insurance	Select one or more lines
6050 - Compensation- Salary	Select one or more lines
6150 - Office Expense- Rent	Select one or more lines
6440 - Utilities- Electric	Select one or more lines
6470 - Utilities- Telephone	Select one or more lines
5000 - Cost Of Goods Sold	Select one or more lines

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Cancel

Next

Click next and you're done!

You can now review your actuals in the sheets, or edit them in the "Transactions" view under the "Actuals" inputs tab.