

Class Super (Super-IP)

This document covers transferring transactions from BankLink Practice into Class Super (Super-IP).

Class Super does not use a chart of accounts. This means that the data can be extracted prior to coding, or if coded using a chart from another system, that the coding information will be ignored.

To find out more about setting up the links to Class Super, or transferring transactions, see these topics:


- Setting up the link to Class Super
- Transferring transactions to Class Super




If you experience a problem interfacing BankLink Practice with Class Super please contact BankLink Support.

Setting up the link to Class Super (Super-IP)

To set up the link to Class Super as a practice default:

- 1 In BankLink Practice, click **System, Practice Details**
BankLink Practice displays the **Practice Details** window
 - 2 Click the **Superfund System** tab
 - 3 Click in the **Superfund System** field and select **Class Super (Super-IP)**
-  Class Super does not use a chart of accounts so the **Account Mask** and **Load Chart from** fields do not need to be completed
- 4 Click on the **Browse** button in the **Save Entries To** field to locate the drive and folder where BankLink Practice is installed, for example **F:\BK5** and click **OK**
 - 5 Click **OK**

To set up the link to Class Super (Super-IP) at client level:

- 1 In BankLink Practice, open the required client file
 - 2 Click **Other Functions, Accounting System**
BankLink Practice displays the **Maintain Accounting System** window
 - 3 Click to select **Superfund** as the **System Type**
 - 4 Click **Load Default**
BankLink Practice displays your practice's Superfund system defaults
 - 5 Check that the **System Used** displays **Class Super (Super-IP)**
-  Class Super does not use a chart of accounts so the **Account Mask** and **Lock Chart of Accounts** fields do not need to be completed
- 6 Click in the **Save Entries To** field and enter the name of the file to be created when extracting data, for example: **F:\BK5\clientcode.CSV** where **F:** is the drive to which BankLink Practice is installed - Class Super requires this file to have the extension **.CSV**
 - 7 Click **OK**

Transferring transactions to Class Super

Transferring the transactions is a two-stage process:

- In BankLink Practice - extract data to a .CSV file
- In Class Super - import the .CSV file.

To extract data to a .CSV file:

- 1 In BankLink Practice, open the required client file
- 2 Click **Other Functions, Extract Data**
BankLink Practice displays the **Extract Data** window
- 3 Click in the **From** field and enter the date from which you want to extract data
- 4 Click in the **To** field and enter the date to which you want to extract data
- 5 Check the **Save Entries To** field contains the correct details
- 6 Click **OK**
- 7 If BankLink Practice displays the **Overwrite File** window asking **The file F:\BK5\clientcode.CSV already exists. Overwrite?**, click **Yes**
BankLink Practice displays the **Extract Data: Select the account(s) you want to process window**
- 8 Enable the check boxes in the **Select** column next to the bank accounts and/or journals you want to extract.
- 9 Click **OK**
BankLink Practice displays an **Information** window with the message **Extract Data Complete. <number> Entries were saved in F:\BK5\clientcode.CSV**
- 10 Click **OK**
BankLink Practice sets transfer flags on all transactions in the specified range, indicating that they have been extracted to a .CSV file - this is to prevent duplications in Class Super

In Class Super, follow the instructions supplied by your software vendor to import the transactions.

