

Interfacing with ProSuper

This information supports the interface between BankLink Practice and ProSuper.

There are two aspects to the interface between BankLink Practice and ProSuper:

- Copying a chart from ProSuper into BankLink Practice
- Transferring transactions from BankLink Practice into ProSuper



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

Copying a chart from ProSuper into BankLink Practice

You can copy a client's chart of accounts from ProSuper into BankLink Practice so that BankLink Practice validates the account codes you enter.

To copy a chart:

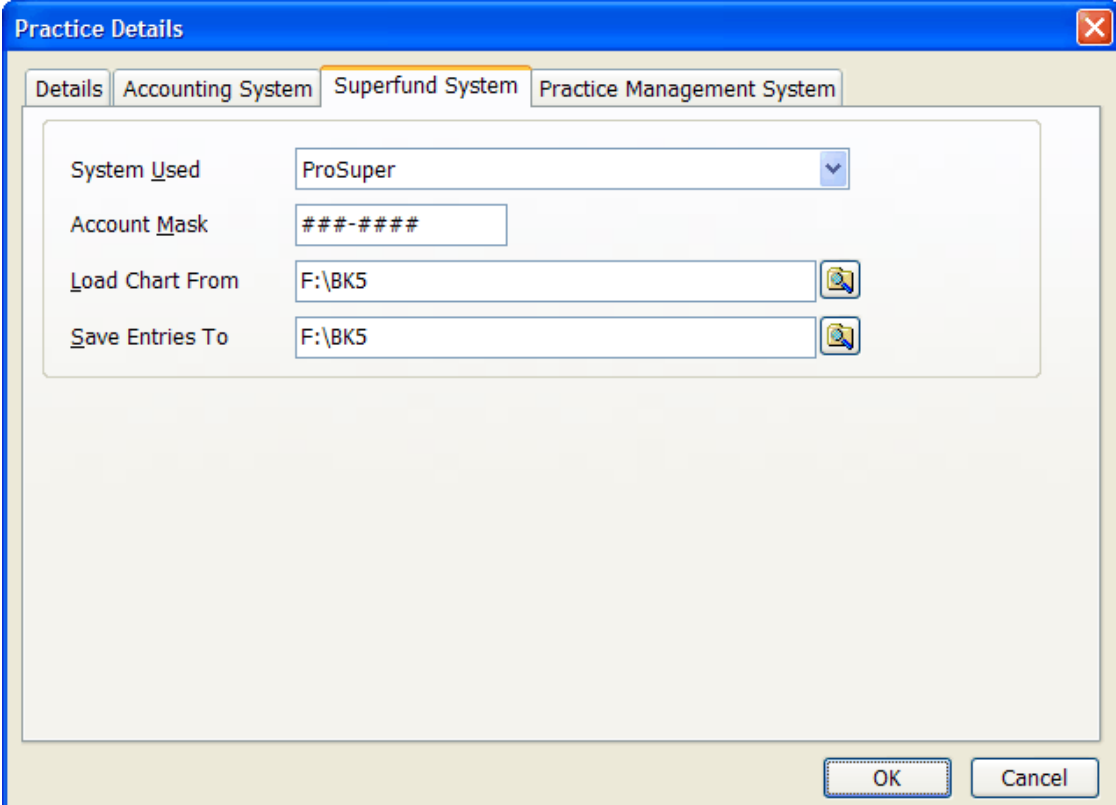
- 1 In ProSuper, export the required chart
- 2 In the BankLink Practice client file, set the **System Used** field to **ProSuper** and enter the drive and folder to which the client chart is stored.

In Class Super, follow the instructions supplied by your software vendor to export a chart.

You can enter the details as practice superfund system defaults, so that BankLink Practice automatically enters them for all new superfund client files.

To set up the link to ProSuper as a practice default:

- 1 In BankLink Practice, click **System, Practice Details**
BankLink Practice displays the **Practice Details** window
- 2 Click on the **Superfund System** tab



The screenshot shows the 'Practice Details' dialog box with the following fields and values:

Field	Value
System Used	ProSuper
Account Mask	###-####
Load Chart From	F:\BK5
Save Entries To	F:\BK5

- 3 Click in the **Superfund System** field and select **ProSuper**
- 4 Click in the **Account Mask** field if required and enter a mask, for example **####/###**

- 5 Click the **Browse** button next to the **Load Chart From** field to locate the drive and folder where your exported ProSuper chart is stored, for example **F:\BK5** and click **OK**
- 6 Click the **Browse** button next to the **Save Entries To** field to locate **F:\BK5** and click **OK**
- 7 Click **OK**



The account mask is a tool that automatically inserts separators if they are used in your chart codes. You enter a hash symbol (#) for each digit and other punctuation symbols such as / and - to reflect the format of the account codes in the chart of accounts (for example **239/014 = ###/###**) - BankLink Practice then inserts the punctuation for you in all **Account** code fields. It does not affect the interface to BGL Simple Fund.

To set up the link to ProSuper for a single client:

- 1 In BankLink Practice, open the required client file
- 2 Click **Other Functions, Accounting System**

BankLink Practice displays the **Maintain Accounting System** window

The screenshot shows the 'Maintain Accounting System' dialog box with the following settings:

- System Type:** Accounting, Superfund
- System Used:** ProSuper
- Account Mask:** ###-####
- Lock Chart of Accounts
- Load Chart From:** F:\BK5\fundcode.CSV
- Save Entries To:** F:\BK5\clientcode.XML
- Tax Interface Used:** (None)
- Export Tax File To:** (empty field)
- Web Export Format:** None

Buttons at the bottom: Load Default, OK, Cancel

- 3 In the **System Type** section, click **Superfund**

4 Click **Load Default**

BankLink Practice displays your practice's Superfund system defaults

5 Make sure the **System Used** field displays **ProSuper**

6 Click in the **Account Mask** field if required and enter a mask, for example **###/###**



The account mask is a tool that automatically inserts separators if they are used in your chart codes. You enter a hash symbol (#) for each digit and other punctuation symbols such as / to reflect the format of the account codes in the chart of accounts (for example **239/014 = ###/###**) - BankLink Practice then inserts the punctuation for you in all **Account** code fields.

7 Check that the **Lock Chart of Accounts** field is not ticked so that the chart can be refreshed

8 Edit the **Load Chart From** field and enter the name of fund whose chart you require, for example **F:\BK5\fundcode.CSV**. ProSuper requires this file to have the extension .csv.

9 Edit the **Save Entries To** field and enter the name of the file that will be created when extracting data, for example **F:\BK5\clientcode.XML**. ProSuper requires this file to have the extension .xml.

10 Click **OK**

11 As you changed the details in the **Load Chart From** field, BankLink Practice asks **Do you want to Load the Chart Now?** - click **Yes** to refresh the chart into BankLink Practice

BankLink Practice displays an **Information** window confirming that the chart has been refreshed

12 Click **OK**

To refresh a client chart into BankLink Practice:

1 In BankLink Practice, open the required client file

2 Click **Other Functions, Refresh Chart**

BankLink Practice displays an **Information** window confirming that the chart has been refreshed

3 Click **OK**



Repeat this process each time you change a client's chart in ProSuper. This ensures that the client's chart is the same in BankLink Practice and BGL.



During the Refresh Chart process, the GST information is **not** brought into BankLink Practice. If you require BankLink Practice to calculate GST on a transaction as you code (and complete the BAS GST calculation sheet) then you must:

1 Add GST classes to the chart codes in BankLink Practice - as described in Chapter A4

2 Complete all the tabs in the **GST Set Up** window

Transferring transactions from BankLink Practice to ProSuper

Transferring the transactions is a two-stage process:

- 1 In BankLink Practice - extract data to an .XML file
- 2 In ProSuper - import the .XML file

To extract data to an .XML 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.XML 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 an .XML file - this is to prevent duplications in ProSuper

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