

(+) Quick Quickbooks Quiz...

(For QuickBooks Pro, Premier & Enterprise users: Please select all correct answers. Answers and explanations are provided on the next page).

Mega-Quiz on Mega-files:

QuickBooks® Pro and Premier files that have grown quite large (e.g., >60 megabytes):

- a) Require increasingly longer wait times when running reports and “Find” functions.
- b) Are no more susceptible to corruption than smaller files
- c) Can be reduced in size by turning off the audit trail
- d) Should be archived/condensed up through the year-end immediately preceding the current year
- e) Must be discarded
- f) Can be made smaller through the “Re-build” process
- g) Are easily convertible into QuickBooks Enterprise Solutions accounting software (which is designed to handle I

Answers to the (+) Quick QuickBooks Quiz

- a) **Is correct.** This is a typical complaint of users whose file sizes have grown to 60 – 80+ megabytes.
- b) **Is not correct.** The larger amount of data in larger files seems to provide more opportunities for loss of data integrity and increases the need for periodic “rebuids”.
- c) **Is not correct.** Turning off the audit trail will keep the file size from growing as quickly, but will not reduce the size of an existing file.
- d) **Is not correct.** While the archive/condense process can be helpful in reducing file size, care must be taken to not delete important job cost detail flowing through from the preceding year(s). We typically recommend archiving/condensing data only through the year ending before the preceding year (e.g., in 2006, through 12/31/04 – assuming a calendar year/fiscal year end). For long-lived jobs, if job cost data is still flowing through to current jobs from even that year, you will need to choose an even earlier “condense through” date.
- e) **Is not correct.** Rather than discarding old, superseded QuickBooks files, it is better to re-name them in a way that clearly describes their “old” or “prior file” status.
- f) **Is not correct. (Trick question!)** The “re-build” process may appear to make the file smaller as the data is re-sorted and re-organized, but the quantity of data is still the same. The rebuild process merely gives you a better picture of the real size of your QuickBooks® file.
- g) **Is correct.** While not always the best answer for every company with large files, this is an increasingly popular option which avoids many of the issues historically associated with overburdened files, and works more efficiently in a larger QuickBooks file sizes and multiple users)