

# CASE STUDY

# Categorization Nightmare

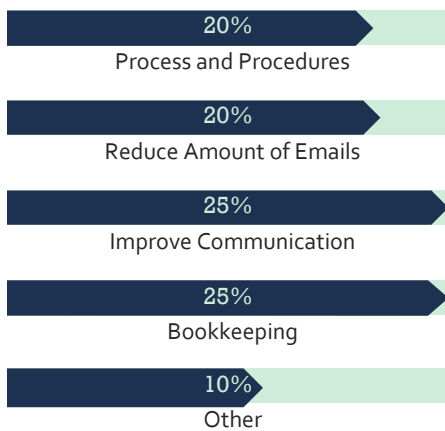
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## BUSINESS CHALLENGES

- *Three business units in three different states, five bank accounts, and more than ten credit cards.*
- *Communications between the bookkeeper and the owner based on the hundreds of transactions per month were very messy.*

## FUNCTIONS



## GOALS

- Reduce the number of emails and calls between the client and the bookkeeper
- Drastically improve the process of categorizing hundreds of transactions into the proper Chart of Accounts in Quickbooks

## SOLUTIONS

- Implemented a back-end solution for the bookkeeper to create all transaction questions during the month
- The process will store all bookkeeper questions in the client portal and the client can access the portal at any time
- Once in the portal, the client will have access to a dashboard that contains all the transaction questions
- The client can answer these questions at their leisure without any back-and-forth emails or lost communications
- Once all questions are answered, they will be properly categorized to the correct chart of accounts
- Reduced client's communication time with the bookkeeper by 90% per month

## TIMELINE

- The project took a month to complete.
- Client onboarding only took one week.