



October 2021

Version 1.9.13

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Document Revisions

Date	Version Number	Document Changes
Jul 2021	1.9.13	Xero certification requirements
Aug 2021	1.9.13.4	Simplified lead capture
Sep 2021	1.9.13.11	Initial company name taken from Xero org name
Oct 2021	1.9.13.14	Only Trading account setup is required

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Getting started with Xero

Enter the following URL into your browser: <https://flowcashapp.com>

This will take you to the *flowcash* Landing Page;

flowcash® Cash Flow Banking Company Groups/Items Reports Login Login via Xero

Login to use the Flowcash app.

flowcash® is a cloud-based cash flow forecasting and management app that gives you full control of your business cash flow.

flowcash®

To get started, Signup your business for a free 14-day Trial Subscription Offer

Try Flowcash Standalone for Free

Try Flowcash with Xero For Free 1

Click on (1).

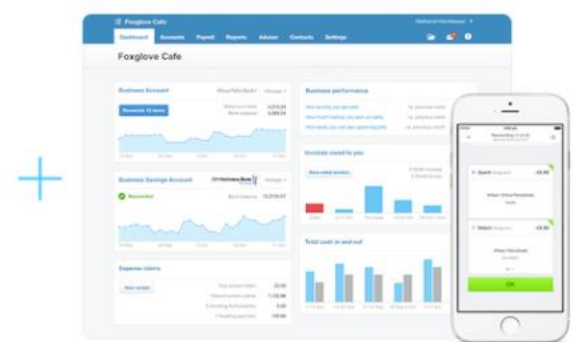
You will be taken to the Xero App Partner landing page:

Use Flowcash + Xero to manage your cash flow

Flowcash provides a clear cash position for your business at various summary levels including daily. With the Xero integration, your bank reconciliation is simplified by importing your transactions from Xero rather than entering them manually.

Getting started with Xero **1**

Try Flowcash for Free **2** Try Xero for Free



Why connect Flowcash to Xero

The benefits of connecting Flowcash with Xero include:

Faster bank reconciliation

Transactions from your bank statement are automatically imported into Flowcash

Actuals allocated at transaction level

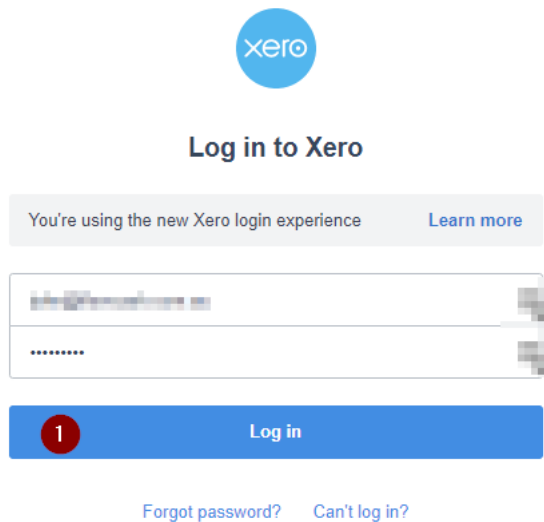
When allocating the actuals, Flowcash automatically tallies the individual transactions

If you click on (1), you will access this documentation. To access from anywhere enter the following URL: <https://flowcashapp.com/resources/Flowcash-Xero-Getting-Started.pdf>.

If you click on (2), you will go to step 1 of the signup process. To access from anywhere enter the following URL: <https://flowcashapp.com/Onboard?signUpType=X>

Xero version Signup – step 1

The first step in the signup process is the Xero login dialog:



xero

Log in to Xero

You're using the new Xero login experience [Learn more](#)


Enter your email address

Enter your password

1 Log in

[Forgot password?](#) [Can't log in?](#)

After clicking (1), you will see:



Complete logging in with the authenticator app

Enter the 6-digit code provided by the authenticator app.

1

3

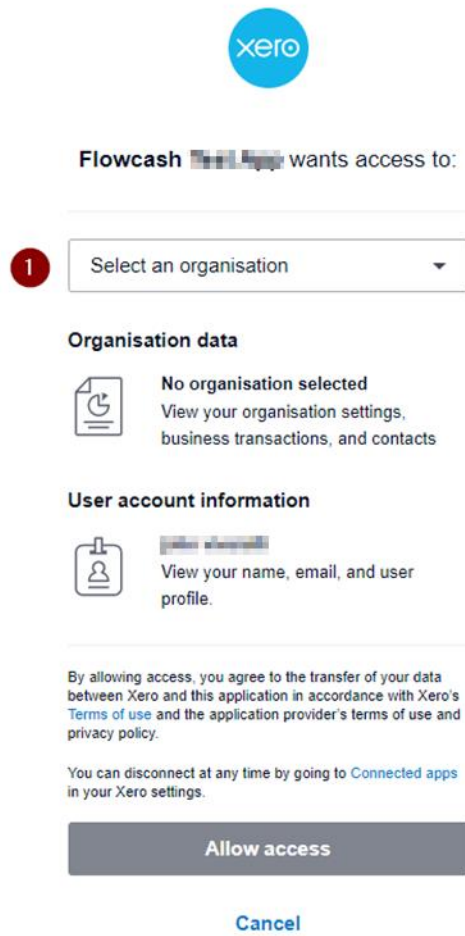
2 Remember me for 30 days

[Use another authentication method](#)

[Get help with two-step authentication](#)

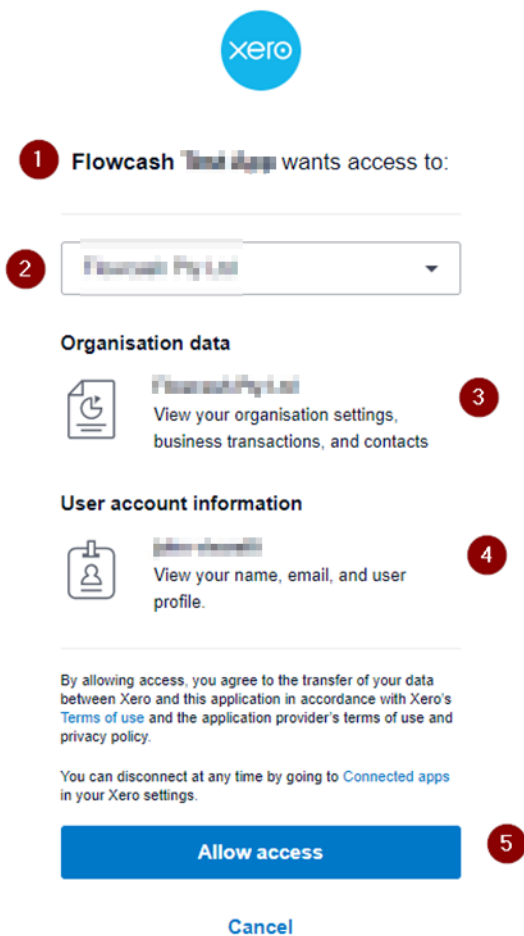
- (1) Enter the code as per normal.
- (2) Checking this lengthens the time between requiring re-authentication.
- (3) Click to continue.

You will then see:



(1) Click here and select your organisation.

You will then see:



- (1) Flowcash is the name of the Xero intermediary App which controls access to the Xero system.
- (2) This is the Xero organisation you have selected. If you are connected to multiple organisations, this allows the user to select a different Organisation to connect with. Normally, a user will only have one organisation.
- (3) This is just stating what permissions we have granted to the Xero Flowcash App. You will notice that we are only allowing 'View' permissions and only allowing: 'organisation settings' (eg organisation name), 'business transactions' (ie payments and bank transactions) and 'contacts'.
- (4) Basic details about the user account.
- (5) Once you have an organisation selected this will be blue and you just Click to continue.

Xero version Signup – step 2

You will then see:

DEV flowcash®

Flowcash Trial Subscription Offer for Xero 1

Great job - you've reached step 2

You have successfully signed up as `devxero@flowcash.com.au` using the `Login via Xero` option. We will now do an initial data sync with Xero. This may take a few minutes... 2

3 Terms and Conditions I acknowledge the Terms and Conditions 4

Cancel onboarding Sync with Xero 5

If you have any issue with onboarding, please contact [Support](#)

- (1) Indicates that the Signup is for Xero users.
- (2) The Xero Signup involves doing an initial sync with Xero. This includes obtaining the Xero bank account details which will be used in the next step.
- (3) Clicking here will show you the Terms and Conditions. Clicking again will hide them.
- (4) Accept the Terms and Conditions.
- (5) This will do the sync. You will see a spinner on the page indicating that the user needs to wait a while.

Note that there is no email verification required compared to a Standalone Signup since the user is logging in via Xero and Xero itself has already done the verification.




Xero version Signup – step 3

After the sync is completed, you will then see:

Flowcash Trial Subscription Offer for Xero

Step 3 - nearly there

Enter your Company details and Xero configuration below. **1**

Company Name	<input type="text" value="Demo Company (AU)"/> 2
Cash Flow Model Start Date	<input type="text" value="15/10/2021"/> 3 
Cash Flow Model End Date	<input type="text" value="30/06/2023"/> 4 
Xero Bank a/c for Flowcash Trading a/c	<input type="text" value="Business Bank Account (090)"/> 5 

6

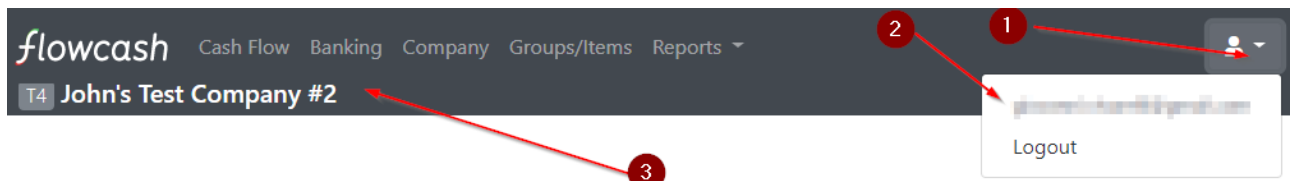
If you have any issue with onboarding, please contact [Support](#)

- (1) The user must enter some basic company details and setup the Xero configuration.
- (2) The default value is your Xero org name. You can change this.
- (3) The default value for the Cash Flow model start date is today's date. You can change this.
- (4) The default value for the Cash Flow model end date is the end of the following financial year. You can change this.
- (5) Enter the Xero Bank Account corresponding to the Flowcash Trading Account.

Note that if you wish to setup any Linked accounts, you can go to the Company page after you have been onboarded.

Once filled out, click on (6) 'Start using Flowcash'.

You will then see that you are now logged in as per this example:



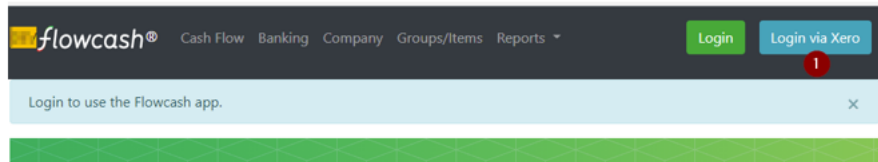
Clicking on (1) will show your login email address (*note: you will see in parentheses that you have logged in via Xero*).

It also allows you to Logout when you have finished your session (2) and shows you the company name (3).

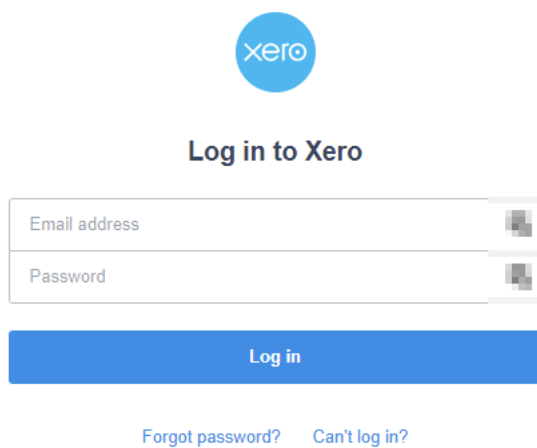
You now have access to *flowcash* , and you can commence your business setup as described in an earlier section...

Login via Xero

Once you have signed up, any further logins will be as follows:



Click on (1). You will then see:



Log in as you would do when using the Xero app.