

CONVERT QUICKBOOKS FILE TO AN OLDER VERSION

Learn How to Do This

CHECK THE DOWNGRADE QUICKBOOKS SUBSCRIPTION PLAN



- You might lose all connections with other applications.
- Applied offers you get while subscribing to this present version you lost after downgrading the edition.
- The service you are using for some other users might be unable to find once you downgrade your edition.
- Losing recurring transactions.
- Losing multi-currency.
- Losing inventory tracking feature.

WHILE DOING THIS CONVERSION, YOU MIGHT LOSE SOME FEATURES

- Recurring Transactions
- Third Party Applications
- Multi Currency
- Inventory Tracking



CONVERTING QUICKBOOKS FILE INTO AN OLDER VERSION

Step One

Find the file that needs to be restored. Ideally, the file may be on a hard disk, USB, or external hard drive. Insert that into the computer.

Step Two

Start Quickbooks

Step Three

- Drag the File menu down and then select the option "Open or Restore Company"
- Choose the "Restore a backup copy" option and then select "Next"

Step Four

- Click "Local backup" and select "Next"
- Select the specific backup file (.QBB) that is required to be restored from the particular "Open Backup Copy" window. Additionally, you can also opt for the "Look in" feature to find out your file.

Step Five

- Select "Open" and click "Next" (When it comes to restoring a backup file from a removable media, it is imperative to inform QuickBooks where the restored file will be saved. This can be done by selecting the "Save in" arrow and locating the right folder to save the data.)
- If required, select the Save in drop-down arrow and go to the location where you want to restore the specific backup file.
- Choose the backup file, select Save, and reply to any messages QuickBooks might show.

