



INTERFY



USER GUIDE: HOW TO MAP TO A NEW COST TYPE

- » Instructions for how to map to a new cost type in OneCore

Our integration partners



PROCORE





Document Control

Document Stage

APPROVED

Document Version

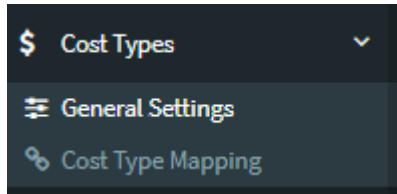
1.1

Document Last Updated

10 September 2019 by Karen Farrugia



1. Create the cost type in Procore and Xero.
2. From OneCore, go to **Cost Types>General Settings**.



















3. Click **Refresh Cost Types**.

— Click to refresh and import the latest Procore Cost Types.

 Refresh Cost Types

4. Go to **Cost Type Mapping** and search for the cost type.

Cost Type Mapping			
Actions	Code	Name	Tracking Option
	DC	Direct Cost	
 	E	Equipment	Equipment
 	L	Labor	Labor
 	M	Materials	Materials
 	O	Other Cost Type	Other
 	OC	Owner Cost	Owner Cost
 	S	Commitment	Commitment
 	SVC	Professional Services	Professional Services
	TBD	ToBeDeletedCostType	

5. Click on the pencil icon next to the cost type to map to the corresponding Xero cost type. Click on Save Changes.





Edit Cost Type Tracking Option



Code

E

Name

Equipment

Tracking Option

Equipment

Cancel

 Save Changes