

Portable Company Files vs. Company Files

QuickBooks Pro

The student exercise files for this course are available in two formats:

1. Portable company files (often simply called “portable files”)
2. Company files

Learners may use either format.

Portable company files are much smaller than company files, which means it take less time to download them. Portable company files also require restoring before they can be used, and restoring can take several minutes. Company files may be opened and worked with directly.

File Comparison Examples		
Filename	Portable Company File	Company File
DYS_Chapter03	724 KB	14,060 KB
RYS_Chapter04	697 KB	13,972 KB
AYS_Chapter05	1,179 KB	18,264 KB

In each instance, the content in the files is the same, which means ***you may use either file format.***

Please note the following:

- Portable company files take less time to download than company files, but they must be “restored” before using, which does take time.
- Before working with portable company files, you must “restore” them. To work with company files, you may simply open them as you would with other files.
- This textbook may assume you are using the portable company files, and instructions may direct you to “restore” a portable company file and save it with a new name. Students using company files may disregard such instructions. Instead, right-click the file icon and choose Rename from the pop-up menu to save the file with a new name.
- To open a company file in QuickBooks, double-click the file icon.

If you have questions about portable company files versus company files, contact your instructor. He or she may have a preference for which format your class should use.