BushSoft Accounts - Installation manual

You should have received a license file from BushSoft to be able to complete the installation. You will be prompted for this file at the end of the installation process. Furthermore you need the current BushSoft Accounts installer, which you can download from this URL:

http://www.bushsoft.com/download/accounts/accounts13/SetupAcc.exe

After having downloaded and saved the above installer on a suitable drive, please doubleclick to run it. Confirm the 'Run' dialog and you will be prompted if you want to install the software. Accept it and continue by selcting your preferred language for the installer. Please note that this language selected only concerns the installer program and not the actual language for the software about to be installed.

Velg in	stallas jonss pråk 🛛 🔀
12	Velg språket som skal brukes under installasjonen:
	English 💌
	OK Avbryt

After having selected the preferred installer language you may continue by clicking the OK button.



This is the installer's opening window:

Start the installation process by clicking the Next button'...

This is the license agreement window:

🔂 Setup - BushSoft Accounts Ver. 1.7.4.0
License Agreement Please read the following important information before continuing.
Please read the following License Agreement. You must accept the terms of this agreement before continuing with the installation.
BushSoft End User License agreement.
NOTICE TO USER:
THIS IS A CONTRACT.
BY INSTALLING THIS SOFTWARE YOU ACCEPT ALL THE TERMS AND CONDITIONS OF THIS AGREEMENT. The BushSoft End User License Agreement accompanies this BushSoft Software product and related explanatory materials ("Software"). The term "Software" also shall include any upgrades, modified versions or updates of the Software licensed to 💙
 ● I accept the agreement ○ I do not accept the agreement
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Please read the contract, which is more or less a standard software agreement.

Continue by selecting the 'I accept the agreement' radio button and then the 'Next' button.

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0
Select Destination Location Where should BushSoft Accounts Ver. 1.7.4.0 be installed?
Setup will install BushSoft Accounts Ver. 1.7.4.0 into the following folder.
To continue, click Next. If you would like to select a different folder, click Browse.
C:\Programfiler\BushSoft\Accounts Browse
At least 2,3 MB of free disk space is required.
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This dialog above requires you to confirm the folder name where the accounts software will be installed. **Please always accept the default path.** Continue by clicking the 'Next' button.

If the software has already been installed in your computer (i.e. that you are actually upgrading), a confirmation dialog will pop up. On the contrary, if this is the first time, you will be asked to confirm the creation of the program path folder.

Dossier	existant 🛛 🕅
2	Le dossier : C:\Programfiler\BusbSoft\Accounts
	existe déjà. Souhaitez-vous installer dans ce dossier malgré tout ?
	<u>]</u> a N <u>e</u> i

Confirm to install the software in this existing folder by clicking on 'Yes'.

In the next step you need to enter your name as the person who actually installed the program on this computer (for future reference).

🕞 Setup - BushSoft Accounts Ver. 1.7.4.0	
Personal Information Who are you?	
Please enter your name (so we know who installed this software) then click Next. User Name:	
Tor	
Information Application's web page Installation manual < Back	Cancel

Please click the 'Next' button to continue the installation. The next page determines the mode, either Standalone or Network version.

Unless you have purchased a special network mode license, you should select 'Standalone mode, no network'.

To actually run the software in network mode, you will need a special license and in that case you will also have received special instructions on how to configure your network.

Proceed by verifying that you have selectede 'Standalone mode' and click the 'Next' button.

🔂 Setup - BushSoft Accounts Ver. 1.7.4.0
Application mode In which mode do you want to run this application?
NOTE! Network / server mode only works if you have purchased the network license. Please specify the desired mode, then click Next. Standalone mode, no network
Information Application's web page < Back Next > Cancel

Continue by entering the preferred folder for the accounting DATA files. This may be the default C:\BushData\Accounts if you are administrator on you own computer. Otherwise, you would want to name a \BushData\Accounts folder in 'My Documents'.

Please note that this is not the same folder where the PROGRAM files reside. In case of replacing your computer it's always the files in your BushData folder (or the ordinary backups) you want to keep and copy over to another computer.

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0
Select Database Directory Where should the database files be stored?
Select the folder you would like Setup to install database files to, then click Next.
C:\BushData Browse
Information Application's web page < Back Next > Cancel

After having decided the folder name, please continue by clicking the 'Next' button.

In the following window you may customize the Windows Start Button folder name (the Start / All programs folder collection) for the BushSoft Accounts software.

The easiest is to accept the default value and continue by clicking 'Next'

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0
Select Start Menu Folder Where should Setup place the program's shortcuts?
Setup will create the program's shortcuts in the following Start Menu folder.
To continue, click Next. If you would like to select a different folder, click Browse.
BushSoft\Accounts Browse
Application's web page Application's web page Cancel Installation manual < Back

At the window below you have the choice to decide if you want automatically created desktop and quicklaunch shortcuts. The Quick Launch toolbar is the one at the Start button's right side with icons you just need to single-click. Please tick the appropriate checkbox.

If the third box is checked the installer will request you to browse to the location or folder where you have saved the license file you received when ordering the software.

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0
Select Additional Tasks Which additional tasks should be performed?
Select the additional tasks you would like Setup to perform while installing BushSoft Accounts Ver. 1.7.4.0, then click Next. Create a <u>desktop</u> icon Create a <u>Quick Launch</u> icon Copy your license file to the application folder?
Information Application's web page < Back Next > Cancel

Select your licen	se file				<u>?×</u>
<u>S</u> øk i:	Se Flyttbar disk (G	i:)	•	G 🔌 🖻 🖽-	
Mine siste dokumenter Skrivebord Mine dokumenter Min datamaskin	 Spotlight-V100 Trashes Documents Netscreen OpenOfficeNB PartitionMagic 8 System BOA_ALIC.LIC BOD_ALIC.LIC SFB_SLIC.LIC SMA_SLIC.LIC SMM_SLIC.LIC 	3.0			
Mine Dettuerkesteder	<u>F</u> ilnavn:	SFB_SLIC.LIC		•	Åpne
Hellverkssteder	Fil <u>t</u> ype:	LIC files (*.LIC)		•	Avbryt

Browse and select the license file you have received and click on the 'open' button to save the filename. Continue by clicking the 'Next' button.

An information windows with your selections will be displayed.

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0	
Ready to Install Setup is now ready to begin installing BushSoft Accounts Ver. 1.7.4.0 on your computer.	
Click Install to continue with the installation, or click Back if you want to review or change any settings.	
Installed by: Tor Start Menu folder: BushSoft\Accounts Destination location: C:\Programfiler\BushSoft\Accounts Selected application mode Standalone mode, no network ''AccountS.EXE '' Selected database folder C:\BushData License file to copy C:\Delp50UT\EXE\BOD_ALIC.LIC	
Application's web page Information Installation manual < Back	ncel

Check the informations and click on 'Install' to execute the installation. otherwise use the 'Back' button to step back to where you want to modify values and redo your selections.

If the installation completed successfully, a 'Successful installation' message will be displayed. Otherwise you will se an error message with additional information.

Click on the 'Finish' button to complete and close the installer software.

🕼 Setup - BushSoft Accounts Ver. 1.7.4.0		
	Completing the BushSoft Accounts Ver. 1.7.4.0 Setup Wizard	
	Setup has finished installing BushSoft Accounts Ver. 1.7.4.0 on your computer. The application may be launched by selecting the installed icons.	
	Click Finish to exit Setup.	
	Launch application	
Information Applicati	on's web page on manual	

If you checked the 'Create Desktop icon' box, you will now have a new, (yellow coins) shortcut labelled 'BushSoft Accounts' on your desktop. Doubleclick it to start your BushSoft Accounts for the first time!

(🚳 BushSoft Accounts 13th Month version 📃 🗖 🔀								
1	<u>F</u> ile <u>H</u> elp								
Image: Second condition Image: Second condition									
	License Office Year Druscilla Handicraft [SDH] Kabale District 2010								
	No accounting is currently open								
	STAND-ALONE version. Network server: Disabled - SingleEXE mode								

Now select the proper license name by clicking the little black triangle at the left hand side of the 'License' dropdown box. Continue by selecting the proper values for 'Office' and 'Year'.

You license details have now been selected and you may continue by clicking on the leftmost main windows button labelled 'Tables'.

Ooops, an error message is displayed! The program does not find any accounts data for the selected license and year. Fair enough, since this is the first time you run this software. Let us now continue by creating a new accounting.

Just accept the message by clicking on the OK button.

Error



Ooops! Did you select the properlicense, office and YEAR?

If you are creating a NEW accounting you SHOULD get this warning. Continue by clicking OK and then create the new tables.

Anyhow, FYI: The following table(s), could not be opened:

Accounts Account groups Debtors/Creditors Debtor/Creditor groups Department Transactions Vouchers. **Favorite Texts** Transaction texts Budget Master Budget Details Currencies Users Preferences Autosave Data Quickvoucher Master Quickvoucher Details Cost Sharing Master Cost Sharing Details Import/Export Export groups Corporate acc. plan

ΟK

A new dialog window will pop up. Please confirm the creation of the new accounts files by clicking the 'Yes' button.

 Confirm
 X

 Selected accounting:
 License name: BO Anglican Diocese

 Office: BO
 Year: 2007

 No database files exist for this accounting.

 File path (server related): D:\BushData\Accounts\BOA0007?.FFD

 Select Yes to create tables, No to abort this operation.

 Yes
 No

The the user login window will be displayed. Please enter the word 'admin' as user name (Login ID) and password. The username and password are customizeable.

Continue by clicking the 'Login' button.

User login dialog	
Login ID: admin Password: ****	-
🛃 Login 🗶 Car	ncel

X

Depending on the number of foreign currencies in your accounts (this is defined in the license), you will see an exchange rate information about each currency. Initially the program does not know anything about exchange rates, so it just reminds you to enter your preferred rates before start using it.

	Warning	×
t	1	The currency rate for USD is now set to 1.0 by the program. Please enter the correct opening currency exchange rate before you start using the program.
		OK

Below you'll see the voucher data table. This is where you will see all your vouchers' transactions when you have started using the software. There is currently no vouchers or transactions because you haven't yet added any!

🛃 Browse tables - (Table contains 0 records)												
<u>E</u> xit <u>F</u>	Exit Help											
<u>T</u> ransa	Iransactions Budget Currencies Accounts Accont. Payables A-Dimension Fav. Texts											
Vch#	Date	M. Acet#	Dim-A	Text					Debit	C	redit	
											0,	.00
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S	orted b	y: Vouche	r number	•	Search	h for:		Currency: St	L	=	NOR numbers	s
A	C lit	儲 Groups	F	⊲ irst	⊲ Prior	⊳ Next	D'I Last	↓ Add	±1 Delete	Kara Kara Kara Kara Kara Kara Kara Kara		1
		<u></u>		in ex.	Tue	<u>II</u> om.	Ease		2000	2.5.0		

Please close this windows by clicking the 'Close' button in the lower right corner

You have probably received a default accounts table backup from BushSoft with your purchase. To copy / restore this into your new accounts, please select the 'Tools' button from the main program window:



Then click the 'Restore' button at the Tools window.



The login window will reappear. Use the same username and password as before (admin) and log in to the Restore Accounting file dialog.

Use	r login dia	alog
L F	Login ID: Password:	admin xxxxx
	e F Log	in X Cancel

Browse your disk resources to the folder where you saved the ZIP backup you have received via email from BushSoft and click the OK button.

Restore from drive and folder					
Default folder - just click on OK.					
🕀 🕞 💼 Programfiler	_				
Recovered Files					
RECYCLER					
😟 🛅 WINDOWS					
🕀 i 🐨 Lokal disk (D:)					
🕀 🥝 DVD-RAM-stasjon (E:)					
😟 💮 U3 System (F:)					
庄 🥯 Flyttbar disk (G:)					
🕀 🛫 Felles ressursar (X:)					
🗄 🛫 Ditt private heimeområde (Z:)					
🗄 🧐 Mine nettverkssteder					
	•				
ок	Avbryt				

An information window will appear displaying the username, date and time when the backup was saved. Furthermore you will see version details about the software which saved the backup and the last voucher number contained in the backup

Just accept these details et click the 'Yes' button to actually import this default accounts plan into your empty accounting.

Confirm	<u>×</u>							
2	The following backup found:							
	Software used when saving data:							
	EXE File Version: 1.6.4.0 EXE compiled (date+time): 27.03.2008 11:46:38							
	Last voucher number: 0 Accounting not modified.							
	Do you want to overwrite the current accounting with this backup?							
	<u>Y</u> es <u>N</u> o							

This restored backup will give you a valuable point of departure when you start customizing your accounting to suit your speific needs.

Congratulations! You have finished installing the software, created a new accounting and imported a default accounts plan with apropriate groups and settings.

Please refer to the downloadable manual for the further initial configuration and adaptation of the BushSoft Accounts software.