

### **To start using this files**

- 1.- Copy the folder contents to your hard drive. Install the included fonts. BusAcc.otf (Used for password verification within the files.) CustomerCodePlain.otf (RoyalMail [RM4SCC] Used for United Kingdom Mail,) FRE3OF9X.TTF or FREE3OF9.TTF (Barcode 3 of 9 used on some printed forms to be scanned when searching records,) USPSBarCode.otf (Postnet Used in the United States for Mailing Barcodes.)
- 2.- Open the Main Menu file or the BusAcc X application (Account name: BusAcc Password: 123)
- 3.- Click OK on the first dialog. Click on the preferences icon, replace the information as needed.
- 4.- You can return to the (Main Menu) at any time by pressing [Command] & [1] or [Alt] & [1], click on the [Go to Main Menu] button or select the script from the [Scripts] menu.

**NOTE: The trial version has fields, scripts and calculations that makes random errors, mistaken calculations and formulas as well as randomly deleting records. When the shareware fee is paid we will send you the link for the full version with no limitations.**

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### **About BusAcc X & BusinessAccounting X**

You can use the files immediately by deleting the existing records (if any), and adding your own and using the provided layouts and reports. Or, you can customize the files by adding or changing fields, scripts or layouts. Click the navigational buttons at the top of each file to view layouts and reports. Customizing everything is available only to FileMaker users who paid the shareware fee and received the account name and password to unlock the files. Such users are allowed to modify it in any form to adapt it to your company or accounting needs. The included BusAcc X application has the limitation of not being able to modify fields, scripts, printed forms or layouts.

#### **El Sol Media**

**Phone: (347) 410-7123**

**Email: [info@elsoldata.com](mailto:info@elsoldata.com)**

**Web: [www.elsoldata.com](http://www.elsoldata.com)**

**“USER WARNING:** This database solution contains password(s) that can only be provided by the Developer identified above.”

### **Restrictions (No restrictions on BusinessAccounting X [FileMaker templates] if shareware fee paid):**

This business solution is shareware. After paying the corresponding fee, you are allowed to modify it in any form to adapt it to your company or accounting needs, but you are not authorized to sell it or distribute it, except a password protected version with all the documentation included. This preview version is fully functional, with the limitations mentioned above. Only registered users are notified of any bugs or errors on the files.

A single user license **\$350.00** per user.

A site license costs **\$3,000.00** and covers a building.

A world-wide license costs **\$15,000.00** and it covers all locations for your organization.

**How to Pay:** (Go to the Registration Layout within Main Menu)

Visit: [http://www.elsoldata.com/Software/Pay\\_Now.html](http://www.elsoldata.com/Software/Pay_Now.html)

This option is to pay using PayPal or Credit Cards accepted by PayPal: Visa, MasterCard, Discover, American Express or Bank Accounts where available.

**To report any bugs and errors or have questions before paying the shareware fee:**

While we hope you don't find any bugs or errors, if you do let us know!

The more information you can include the more likely we are to be able to fix it. Report any bugs or send comments and questions by e-mail to: [info@elsoldata.com](mailto:info@elsoldata.com)

**Want more information?**

Visit our web site at:

<http://www.elsoldata.com/Software/Software.html>

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Note that in any field named Contact No, Contact ID, Account Number, Employee ID, Supplier No., and some others. You must type the account number from the Contacts | Accounts | Employees file. It is recommended to start working with Contacts | Accounts | Employees file to select the different type of records such as employees, clients, subscribers, service providers, etc. The second file to be filled will be Products\_Inventory. After that you may create another record in any category and relate that record to the corresponding contact.

Some scripts may ask for an administrator password in order to complete the transaction or request to modify information, the password to be used is the current user name (not the password used to unlock the program.) The reason for this security step is to avoid cancellation of invoices, accounts closed, credit limit increases, and in general not to allow modification of important field contents. This option can be disabled in the Preferences section of the Main Menu file [Password Preference].

You may find that this solution will work as is, but you may wish to make changes to customize this solution for your business. Either way this documentation is included to help you use this solution. Click on the help button [?] (located at the top right hand corner of the layout in some files) to see more help and instruction for that particular file, some files are used for storing the information (logs) to avoid a big file and making it run faster, no further information or help is included within this files. This version shows "tooltips" on every single button to see more information on the action to be performed, even when the name of such a button is very intuitive, tooltip is also available to fields that have a script included (button), the easy way to identify fields with scripts is the dark red color of the field content. The rest of the buttons are easy to identify and all of them will show the tooltip by keeping the point on top of them for about 2-3 seconds.

**What are this solutions used for**

Create contacts, open accounts, credit accounts, employee records, invoices, orders, quotes, rentals, engineer, services, point of sale (POS), accounts payable, purchase orders, payroll, products, inventory, make and print checks, employee time cards and commissions, employee expenses report, employee leave forms, profit & loss, call reports, messages, memorandums, to do list, job application, print checks, pay bills, track sales & expenses, create invoices, purchase orders and reports, payroll & tracking employee time, track inventory & set reorder points. Tracking and managing expenses, invoicing, and printing checks. Process your payroll. Personalize forms, invoices, statements and more, by adding logos, and fonts. Paying vendors is as simple as filling out some information, printing them and dropping them in the mail.

Track inventory, set reorder limits and create purchase orders.

Track inventory automatically as you log sales. When it's time to reorder, create a purchase order with one click. Edit as needed and print.

Create and print deposit slips. Record cash-back transactions, and print either a deposit summary or slip from your printer.

## MAIN MENU

### Description

Use the Main Menu file to navigate to the solution files and set general preferences.

### How to use this solution

#### To set preferences

- Click on the Preferences button.
- You can enter your address, a company logo, or set the default style for creating new letters, and to select and modify the message to be printed on the Invoices | Orders file printed forms such as Invoices, Statements, etc.

## System requirements (BusinessAccounting X)

### This files for FileMaker Pro 13+ are compatible with FileMaker Go for iPad & iPhone FileMaker Pro 13+ and FileMaker Pro 13 Advanced+

*Please note that Windows XP and Mac OS X 10.6 (Snow Leopard) are no longer supported. Please update your operating system before upgrading to FileMaker Pro 13.*

#### **Operating System**

OS X Mavericks v10.9

OS X Mountain Lion v10.8

OS X Lion v10.7

Windows 8.1, and

Windows 8.1 Pro\*

Windows 8, and

Windows 8 Pro\*

Windows 7 SP1 Ultimate, Professional, Home Premium\*

*\*Version stated is the minimum requirement. FileMaker Pro may also work with later operating systems certified by FileMaker, Inc. Operating systems not listed in the table above have not been tested and are not supported.*

#### **Hardware Requirements**

##### *Windows*

CPU: Intel Pentium 4 / AMD Athlon 64 or newer

RAM: 1 GB

##### *Mac*

CPU: 64-bit Intel-based Mac

RAM: 2 GB

## System requirements (BusAcc X)

OS X Mavericks v10.9

OS X Mountain Lion v10.8

OS X Lion v10.7

Windows 8.1, and

Windows 8.1 Pro\*

Windows 8, and

Windows 8 Pro\*

Windows 7 SP1 Ultimate, Professional, Home Premium\*

*Same as BusinessAccounting, except that this version is a standalone solution, which doesn't require FileMaker.*

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**End-User Software License Agreement**

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