



Smallbiz Software Setup Procedure

Single User Systems ONLY

This document is to assist you to load Smallbiz onto a computer system for either the first time or when transferring Smallbiz from another computer.

Important notes:

Smallbiz support is not intended to assist computer novices to load and get operational the Smallbiz system. These instructions should be sufficient for a computer literate person to set up a system for Smallbiz operation. Assistance other than what is detailed in this procedure sheet is chargeable.

If you are transferring Smallbiz from another machine and wish to also transfer the data, then please see the "Transfer Smallbiz from one computer to another" document FIRST. This should be on the system CD

What you will need

- You will HAVE to get the latest version of Smallbiz on CD-ROM before you install the program.



To load the Smallbiz system insert the CD and it should automatically start.

Follow the prompts taking the default options (unless you have reason not to).

You will eventually get a screen for an installation code. At this point you can call the technical support line to get the codes. HOWEVER in most cases you should just click cancel. This will then enable you to use Smallbiz for 30 days. You then have 30 days to call the technical support line to get the correct install code. Using the latter means that you can continue the installation process; without having to have immediate contact with Smallbiz.

Continue selecting default options.

After completion, please ensure that you completely reboot the computer before attempting to use Smallbiz.

Notes:

-The Smallbiz system has security that is specific to this installation disk (or in particular to this registered user). Trying to use one installation disk with someone else's data will cause major problems. This also applies to previous demo-disk use. You will need to call smallbiz if this is the case.

-Provision of security codes is provided free of charge to members of the Advantage Club. If you are not a member, then there will be a nominal administrative charge to provide these codes

To setup the general computer environment & peripherals

1. Desktop - Properties

- Screen Saver > Power
 - Never to all

2. Adjust Date/Time/Location

- Ensure the computers location is set to be the same as where you are
- Be sure to set language to English (Australia)
- Correct time & date for your location.



3. Install Communications

- Please install your broadband internet connection if not already operational. Please test this by ensuring that you have web access. Also See point 5 re-firewalls

4. Add AVG Anti Virus (or your own anti-virus software)

- SmallBiz CD > Patches > Antivirus Tools > Install AVG7.exe
Note: Need to be connect to the internet to run updates

5. Firewalls and any other virus protection software

- You will need to ensure that the program
“c:\Program Files\smallbiz\smallbiz32.exe”
Has full access thru all firewalls & protection programs

6. Install Till Opener

- These instructions apply if you have purchased a USB till opener from smallbiz; otherwise see your providers instructions
- Plug in till opener, pc should detect it (if it is USB). If you have the Smallbiz system CD already in the drive, then windows should find them and load automatically. The drivers are on the Smallbiz System CD.
- To change settings within smallbiz, then test, go to:
Menu | Sales | Sales Setup
- Settings
 - Com: select appropriate one
 - Baud: 9600
 - Hex: 0707
- To test, click onto “Draw Test”, green light on till opener should flash



7. Test Barcode Scanner

- Barcode should be plug 'n' play.
- Plug in the barcoder and it should be detected
- To test :- Open up NotePad and scan test barcode
It should insert the barcode into the document.

Ensure a CR/LF is provided by the barcoder. Ie it should automatically go to a new line after reading the barcode

- Smallbiz prints barcodes using symbology 128. Ensure the reader is set for this

8. More Information

- This document is only meant as a basic guide for setting up peripherals. Please see the Technical Setup Manual within Smallbiz for further details/options