Phone: 1300 131 842

www.smartreports.com.au

Smart Reports MYOB Integrator Step by Step Guide

- 1. Download and install the <u>Smart Reports MYOB Integrator</u> software from here (for Windows 7, you may need to install with Run as Administrator option)
- 2. After installation, run the application with run as 'Administrator' option
- 3. Company configuration screen will appear when application is launched for the first time
- 4. Please enter all mandatory fields and configure MYOB data file with correct credentials
- 5. After completing the company configuration, application will show the 'User Configuration' screen
- 6. Please complete all mandatory fields and click on Save button
 - a. In this interface, you can create users for your organization and set the password.
- 7. On completing the user configuration, our application will show the login screen now. Please enter the user name and password created for this company
- 8. After successful login, please select Sync Data option from the main menu
- 9. Please click on 'Sync' button to synchronize all MYOB data to server database
- 10. After completion of synchronization, Please refer page 2 for how to install the **Sales Inventory Reports** in IPad device

Steps in to be followed at iPad device end

- 11. Run the iPad Application. In the login screen, please enter your Username and Password. Please enter the username and password that you have created in the client-side application. Upon successful login, WebService will sent username and password to Server and if the credentials match, then you are successfully logged into the reporting application in your iPad.
- 12. After successful login, you will see Report Names and Filter Screens. Please make appropriate selections to generate the desired report.

Note:

To generate report on your IPad device, please use the login (username, password) details created in Smart Reports MYOB Integrator application. You can create multiple users for single organisation in Smart Report MYOB Integrator application and same login details can be used to login in IPAD application.



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Smart Reports Sales and Inventory Reports for MYOB Step by Step Installation Guide (IPad Device)

- 1. Connect your iPad device into your library.
- Please download <u>Smart Reports Sales and Inventory Reports apps</u> software from here or search for Sales and Inventory Reports for MYOB or Smart Reports in the iTunes Library and download the app
- 3. Click Install to install the app on your iPad device
- 4. Once installed, launch the app and follow the prompts to login using the username and password that you created.