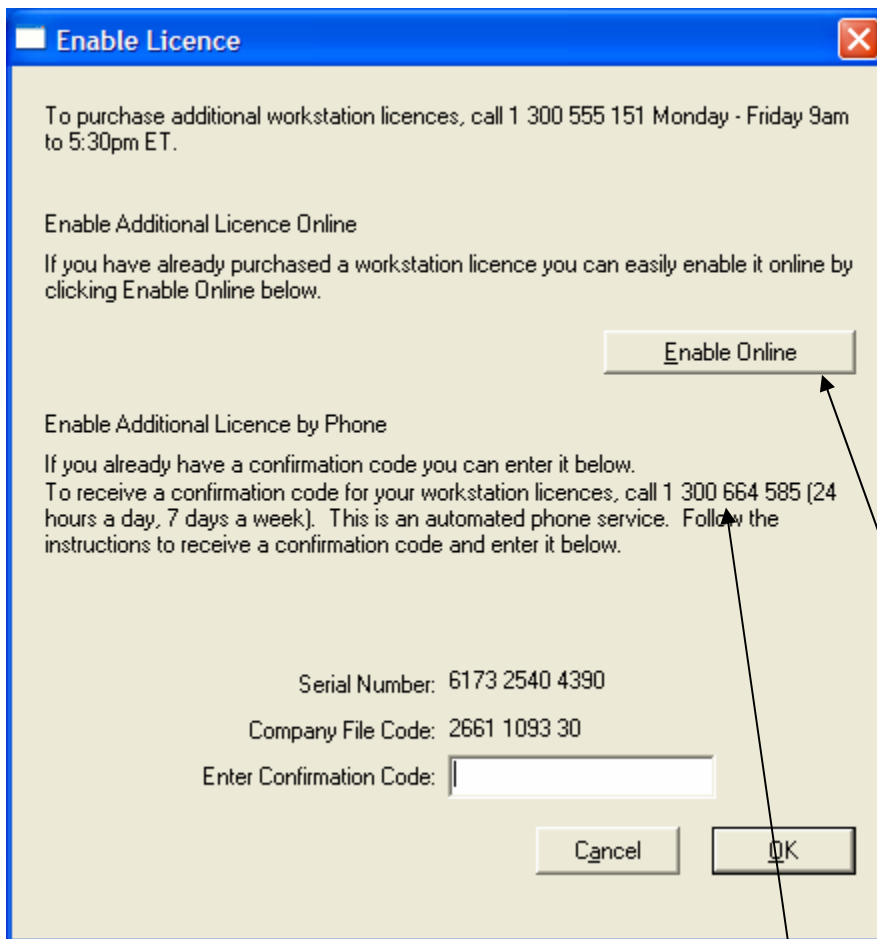


Step 1. Registering your Company File for ODBC Access

1. Launch MYOB and open your company file
2. Go to menu Setup -> Company Information. Click the License button (button with a CD icon towards the bottom part of the screen). You will see a screen similar to the one below.



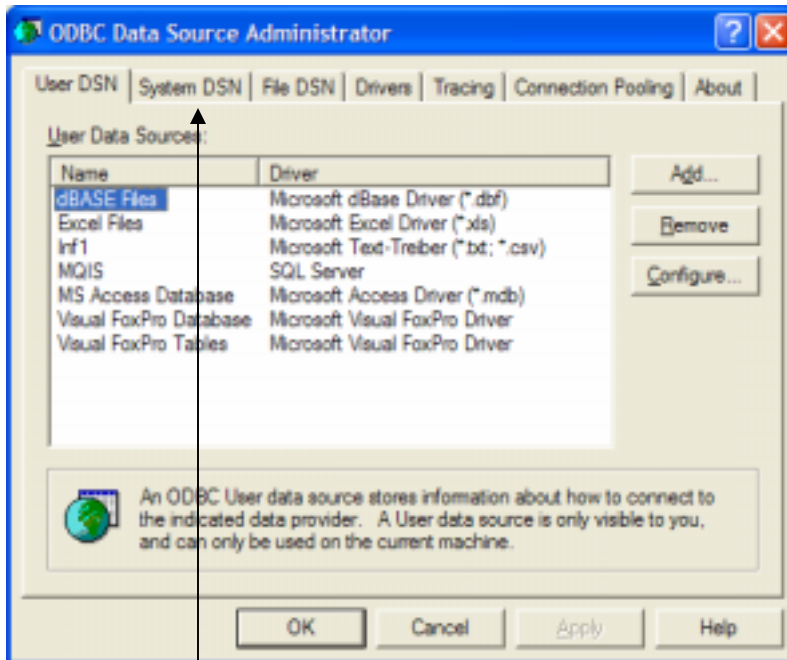
3. If you have online Internet access from your computer, then click the Enable Online button. You will be notified within few seconds that your Company File registration has been successful (if you receive a failure message, please contact Smart Reports on 07 38783900 immediately or via email: support@smartreports.com.au)
4. If you do not have online Internet access, then call the number specified and follow the instructions on screen (the Serial Number and Company File codes are sample only. You need to provide your company file serial number and the company file code when requested by the automated phone system).

Continue with Step 2 below to change your company file for use with SmartReports+ system.

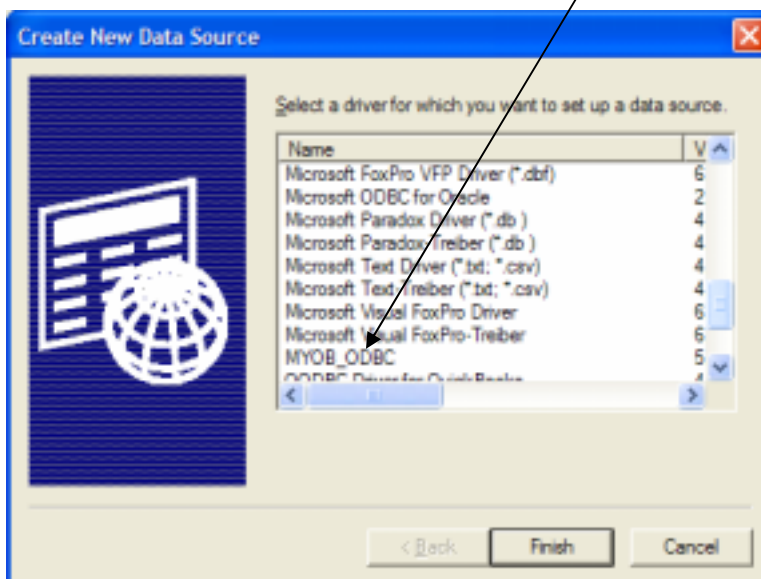
Step 2. Changing Your Company File

1. Select Start -> Control Panel -> Administrative Tools -> ODBC Data Sources

You will notice a screen like the one below.



2. Select System DSN Tab
3. Click the Add button in System DSN tab. You will see a screen similar to the one below. Scroll down and select MYOB_ODBC and click the Finish button.





4. You will notice a screen as specified below. Enter the details as specified below. That is, enter Data Source Name as **SmartReports_MYOB** and the Description as SmartReports+ ODBC. Then, click the Browse button

The screenshot shows a Windows-style dialog box titled "ODBC MYOB Setup Configuration". The dialog has a blue title bar with a close button (X) in the top right corner. The main content area is light beige and contains the following elements:

- A text box with the message: "Configuring an ODBC data source to MYOB will enable you to open and query the selected MYOB company file."
- Two input fields: "Data Source Name:" with the value "SmartReports_MYOB" and "Description:" with the value "SmartReports+ ODBC".
- A section titled "MYOB Company File" containing a "Company File Path:" input field and a "Browse" button to its right.
- At the bottom right, there are "OK" and "Cancel" buttons.

5. Select your MYOB Company file from your computer drive and click the Open button. You will notice a screen similar to the one below. Enter the User Name and Password for your company file (only an example provided below, your User name and password are different). If you do not have a password, then leave the Password field blank. Click the OK button. Click the OK button again to close the ODBC screen.

ODBC MYOB Setup Configuration

Configuring an ODBC data source to MYOB will enable you to open and query the selected MYOB company file.

Data Source Name: SmartReports_MYOB
Description: SmartReports+ ODBC

MYOB Company File
Company File Path: C:\Premier9\Cleanrtr.MYOB
User Name: Administrator
Password: *****

Developer Access
 Enable
To use this section, you must be a registered MYOB Developer Partner. For more information please visit <http://www.myob.com/developers>

MYOB Application Path:
File Access
 Single user Access Multiuser Access

Key Value:
OK Cancel

6. You are now ready to use the SmartReports+ system.

Please contact SmartReports+ support personnel on (07) 38783900 or 0417 619424.