

Goodwill Accounting 6

(Freeware)

INDEX

- 1. Introduction
- 2. Product Information
- 3. Installation
 - i. <u>Contents</u>
 - ii. <u>Requirements</u>
 - iii. Installation
- 4. Installation Guide
 - i. Using Goodwill
 - ii. Creating New Company
 - iii. Start Working
 - iv. Changing Password
- 5. <u>Uninstall</u>

Goodwill Accounting 6

INTRODUCTION

Goodwill Accounting 6 is a very simple and easy to use and powerful and complete Accounting Software.

This document provides the user complete guidelines explaining how to install the product and also how to Create a New Company.

PRODUCT INFORMATION

Goodwill Accounting 6 is a complete Accounting software and is ideal for small and medium businesses. It has a lucid user-interface and simple menu driven with powerful security and combines ease of use with insights and control needed for businesses.

Accounts Receivable and Payable Module is integrated with Goodwill Accounting 6. It supports multiple companies and data can be backed up and restored.

Installation Notes

This document provides guidelines to install the product Goodwill Accounting 6. We recommend you to follow the guidelines before installing. It also provides step by step installation process.

CONTENTS

- Requirements
- Installation Steps

REQUIREMENTS

Minimum Software Requirements

- Intel Pentium 166 MHz or higher
- Microsoft Windows 98, 2000 or later
- 64 Mb RAM (128 Mb Recommended)
- 50 Mb Hard Disk space
- Mouse or other Pointing device

INSTALLATION

This Installation guide explains you step by step procedure of installation. This user guide contains 6 steps of installation procedure with complete explanation with screenshots view the following steps before installing the product.

STEP 1:

Open the Goodwill Accounting 6 Folder from the location where it has been downloaded.

Double click on the Goodwill6Lite.exe file to start the installation process.



After double clicking the Goodwill6Lite, a window is displayed as shown below. Wait for few seconds and your installation will start.



STEP 2:

After your installation wizard gets started you will get a window as shown below.

Click next to install and cancel to abort the installation.

🐔 Goodwill Accounting - InstallAware Wizard		
3	Welcome to the InstallAware Wizard for Goodwill Accounting	
	The InstallAware Wizard will install Goodwill Accounting on your computer.	
	WARNING: This program is protected by copyright law and international treaties.	
	To continue, click Next.	
	< Back Next > Cancel	

STEP 3:

Select the license agreement option i.e. I accept the terms in the license agreement to install Goodwill Accounting Freeware.

🌕 Goodwill Accounting - InstallAware Wizard				
License Agreement Please carefully read the following license agreement.	5			
Software License Agreement				
Software License Agreement	<u> </u>			
You Represent And Warrant That You Have The Legal Authority To Agree To The Agreement On Behalf Of The Company Or Other Per Represent Or On Whose Behalf You Are Installing Or Using The Pro	Accept And rsons You ogram.			
If you do not agree with and unless you accept each provision of this agreement, you may not access, download, install or use the program.				
Grant Of License.				
Subject to Your compliance with this Agreement, Goodwill hereby grants to You a perpetual, limited, non-transferable, non-sub licensable, non-exclusive license (the "License") to install and use the Program subject to the provisions of this				
I accept the terms of the license agreement				
Install Aware				
< Back Next >	Cancel			

Next to continue, Back for previous step and Cancel to abort the installation process.

STEP 4:

Destination Folder:

By default the software recognizes a drive and installs the software into that Drive Path. You can change the Drive if required.

Note the default drive path and Click on **Install** to start Installation.

🔨 Goodwill Accounting - InstallAware Wiz	ard 📃 🗆 🔀
Destination Folder Select folder where setup will install files.	5
Install Goodwill Accounting to:	Change
Destination Folder Required Disk Space: Remaining Disk Space:	88,592 KB 70,695 MB
	< Back Next > Cancel

Note : If you want to change the drive then click on Change Button

STEP 5:

Enter User Name and Organization.

Ex: User Name: Goodwill, Organization: Goodwill Business Solutions (example).

And also provide authentication to administrator or to all the users by checking the required option as shown in below figure and click on **Next**.

🐔 Goodwill Accounting - InstallAware Wizard	
Select Program Folder Select the location where you would like to create new shortcuts.	
Setup will add program shortcuts to the Program Folder listed below. You may type a new folder name, or accept the suggested name. Click Next to continue. Brogram Folder:	
Goodwill	
Install this application for:	
InstallAware	<u>اا</u>

Click Next to continue, Back to previous step, Cancel to abort the installation process

🐔 Goodwill Accounting - InstallAware Wizard		
	Completing the InstallAware Wizard for Goodwill Accounting	
	The InstallAware Wizard is now ready to configure Goodwill Accounting on this computer.	
	- Click Next to begin configuration	
	- Click Back to change settings	
	- Click Cancel to exit	
	< Back Next > Cancel	

Click Next to continue, Back to previous step, Cancel to abort the installation process

STEP 6:

Wait for a while to complete the installation process and to add the features of goodwill. This may take several minutes.

🍯 Goodwill A	Accounting - InstallAware Wizard
Installing (The progr	Soodwill Accounting ram features you selected are being configured.
17	Please wait while the InstallAware Wizard installs Goodwill Accounting. This may take several minutes.
	Status: File: bdeadmin.cnt, Directory: C:\Program Files\Common Files\Borland Shared\BDE Size: 2467
Iostallůware	
an assam ayyar o	< Back Next > Cancel

Click on $\ensuremath{\textit{Finish}}$ button to complete the installation procedure.

🐔 Goodwill Accounting - InstallAware Wizard 📃 🗖 🔀		
3	Completing the InstallAware Wizard for Goodwill Accounting	
	You have successfully completed the InstallAware Wizard for Goodwill Accounting.	
	Sun Goodwill Accounting now	
	To close this wizard, click Finish.	
	< Back Finish Cancel	

After successful installation a shortcut is created on the desktop with **Goodwill Accounting** icon as shown below.



Installation Guide

This Installation Guide explains the user how to run the application and how to use the goodwill product. You can download from the Website: <u>www.goodwillerp.net</u>

USING GOODWILL

After successful installation of goodwill two shortcuts are created one on the desktop and the other on the all programs.

To run the program select the Goodwill Accounting shortcut and double click on it or go to start menu and select the Goodwill Accounting.

COMPANY LIST	
	Password ******* Password ******* Close

Enter the default password as goodwill and click on **ok** button. A new window is displayed as shown below with empty company list.

COMPANY LIST			×
	Goodwill Business Solutions	Goodwill Business Solutions Accounting P	
Company Id	Company Name	Begin	End
	Manning Doen Q New State		
1 Toh			L 21036

To start accessing goodwill create new company.

CREATING NEW COMPANY

STEP 1

To create new company click on **New** button or press **Alt+N**.

MPANY LIST		
	Goodwill Business Solutions	Accounting Period
Company Id	Company Name	Begin End
	lo create i	new company
7 Heln	Manning B Open Rew	A code

STEP 2:

After clicking **New** button a new window is displayed as shown below.

COMPANY DETAILS				
	Company Details			
Company Id	Goodwill Business Solutions			
Addre	ss Imperial House Green Lands Hyderabad-16			
Phone Nos 1. 2. 3.	040 66610391 Fax 040 66623700 Email Telex			
Accounting Period				
	Begin 01/04/2013 End 31/03/2014 DD/MM/YYYY DD/MM/YYYY			
? <u>H</u> elp	✓ Qk ±i Delete 1 Close			
Press Alt+C Or Click to Close the Company Creation				

Enter the complete details about the company and click on **OK** button to continue.

STEP 3:

After clicking **OK** button a new dialog box is displayed as shown below.

COMPANY DETAILS				
	Company Details			
Company 1234	/ Id Corr Goodwill Business So	lutions		
⊢Selea ເ⊛ Fi Phoi	ct Option nancial Accounting System	Select if Aging required		
☐ Non Profit Organization ✓ OK X Cancel				
	Begin 01/04/2013 DD/MM/^^^^ DD/MM/^^^^	End 31/03/2014 DD/MM/////		
? <u>H</u> elp	√ <u>0</u> k	±≣ <u>D</u> elete Close		
Select the Company's type Accounts / Inventory or Both				

Choose the required options and click on \mathbf{OK} button to continue.

STEP 4:

After licking on **OK** button you get a prompt message asking conformation to create a new company as shown below.

COMPANY DETAILS		×			
Company Details					
Company Id	Company Name Goodwill Business Solutions				
Address Imperial House Green Lands Confirm Phone N Yes No					
Accounting Period					
B	egin 01/04/2013 <u>E</u> nd 31/03/2014 DD/MM/YYYY DD/MM/YYYY				
? Help	✓ Ok 📫 Delete 🧕 🥂 Close				
Click to Create a New Company with the Given Details					

Click on **Yes** to continue and **No** to cancel.

After clicking on **Yes** button a new dialog box is created showing that company is being created. This might take few seconds so please wait.

STEP 5:

After creating company a window is displayed with currency details select the currency details and click on **OK** button to continue and click on **Add** button to add new currency type

= co	COMPANY DETAILS						
	Company Details						
[Select if Multi Currency required Select Currency Format						
	• <u>N</u> o			Ø	Lacs		
	C Ye	s		(C <u>M</u> illions		
r		Sele	ect Native C	urrency			
	COUNTRY	CURRENCY	SUB -	CURRENCY	SUB-CURRENCY	NATIVE	
	NAME	DESCRIPTION	CURRENCY	SIGN	SIGN	CURRENCY	
	America	Dollars	Cents	\$	Ct	N	
	India	Rupees	Paise	Rs	Ps	Y	
			_				
	To Add New Ok to Continue Currency						
	🙆 Add 🛛 🖌 OK						
	Select the Currency type and Click Ok						

To Add new Currency details click on the **Add** button and a prompt message is displayed click on **Yes** to add currency and **No** to cancel.

After clicking on **OK** button Company list window is displayed showing the company name as shown below.

COMPANY LIST			
	Goodwill Business Solutions	Accounting Period	
Company Id	Company Name	Begin End	
1234 Goodwill Business Solutio	ns	01/04/2013 31/03/2014	
? Help	🖺 Open 🛛 🔗 New 🖓 Ed	itClose	

Company with specified id and name has been displayed in the company list. Hence company is created successfully.

START WORKING:

To start working with the company just double click on it a window is displayed as shown below. Enter the user id and Password and click on **OK**.

COMPANY LIST			×	
	Goodwill Business Solutions	Accoun	ting Period	
Company Id	Company Name	Begin	End	
1234 Goodwill Business Solutio	ns	01/04/2013	31/03/2014	
	User Id goodwill Password Vok Cancel	T I (f)		
? Help 🏦 Mapping	🕒 Open 🖉 New 🖓 Edi	t j	<u>C</u> lose	
Press Enter or Double Click With mouse to select a Company				

The default User Id is goodwill and Password is Goodwill and click on **OK** button.

After clicking on **OK** button the following window is displayed.

Goodwill - Goodwill Business Solutions 01/04/2013 - 31/03/2014 Transactions Masters Query Reports Customization Utilities Setup Company Help



Start entering your details and enjoy the accounting.

CHANGE PASSWORD

To change the password follow the steps given below.

STEP 1:

To change the password select the company and click on **Edit** button as shown below

COMPANY LIST	Goodwill Busines	ss Solutions	Accoun	🗙 ting Period
Company Id	ompany Id Company Name			End
1234 Goodwill Business	Solutions		01/04/2013	31/03/2014
		0		
<u>7 H</u> elp siz Mar	pping <u>B</u> Open	Vew 🕅 !	Edit	<u>Close</u>
Press Enter or Double Click With mouse to select a Company				

STEP 2:

After clicking on **Edit** button following window is displayed edit the required fields and click on **OK** button.

COMPANY DETAILS						
Company Details						
Cc 12	34	Com Goodwill Business Solu	oany Name utions			
Pho	⊂ Select if Mult ເ⊛ <u>N</u> o C⊻es	i Currency required⁻	Select if Aging required Required Aging Analysi Auto Manual	S		
_	► Non Profit Organization					
	<u>B</u> eg	in 01/04/2013 DD/MM/YYYY	End 31/03/2014 DD/MM/^^^^			
? <u>H</u> e	lp	√ <u>0</u> k	<u>∽i</u> <u>D</u> elete	<u>I</u> Close		
Enter Company Name Maximum of 40 Characters Length						

STEP 3:

After clicking on **OK** button the following window is displayed asking to enter old password and new password.

COMPANY DETAILS			X		
Company Details					
Company Id	Compa	any Name			
Address	<u>Company Pas</u>	sword Modification	1		
	Old Password	20000000	Old Password : goodwill		
Phone Nos 1. 040 2. 040	New Password Reconfirm		New Password		
3.	Ok	X Cancel			
<u>B</u> eg	in 01/04/2013 DD/MM/////	End 31/03/2014 DD/MM/^^^Y			
? Help	√ <u>0</u> k	<u> </u>	<u>I</u> <u>C</u> lose		
Select the Company's type Accounts / Inventory or Both					

Enter old password and enter new password as shown in above figure and lick on **OK** button.

Ex:

Old password: goodwill

New password: ******

Reconfirm: *******

Copyright © Goodwill Business Solutions.

All rights reserved

Goodwill Business Solutions