

# ONESOURCE FBT 2017 INSTALLATION GUIDE

## ONESOURCE FBT SYSTEM REQUIREMENTS

Thomson Reuters Tax Solutions



## An overview of ONESOURCE Fringe Benefits Tax

ONESOURCE Fringe Benefits Tax is used by people who are preparing an FBT return for their organisation or are preparing a component of the return such as car parking for inclusion in the organisation’s return.

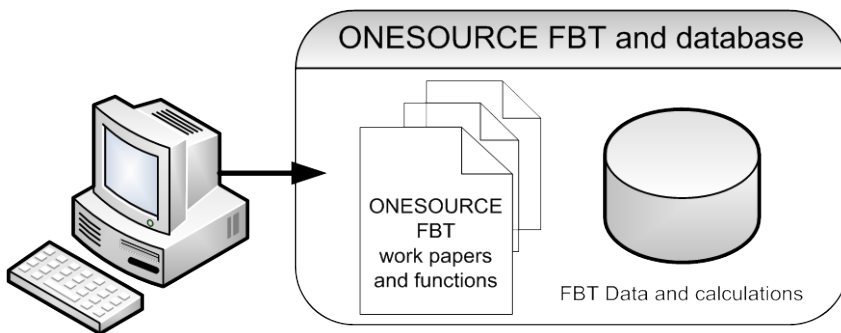
ONESOURCE Fringe Benefits Tax has two parts, the ‘front-end’ which is what you see when you open the program (buttons, workpapers, reports, etc) and a ‘back-end’ which is the raw data (calculation rates, benefit values, etc.).

### TWO WAYS TO SET UP

There are two ways of setting up ONESOURCE Fringe Benefits Tax. These are:

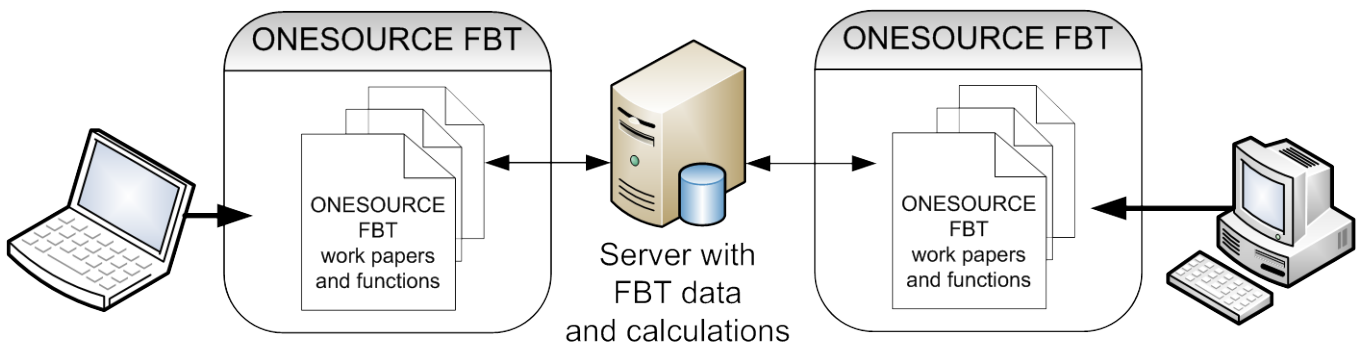
1. Stand alone installation for one person retaining data on their PC.
2. Multi User / Network installation for one or more people placing data onto a database server

#### Stand alone set up model



The ONESOURCE Fringe Benefits Tax application and the data reside on the user’s PC. The data is held in SQL Server Express 2008R2 which is installed as part of setup (if required).

#### Multi-user network setup model



The ONESOURCE Fringe Benefits Tax application is installed on each user’s PC. The data is held centrally on an SQL Server.

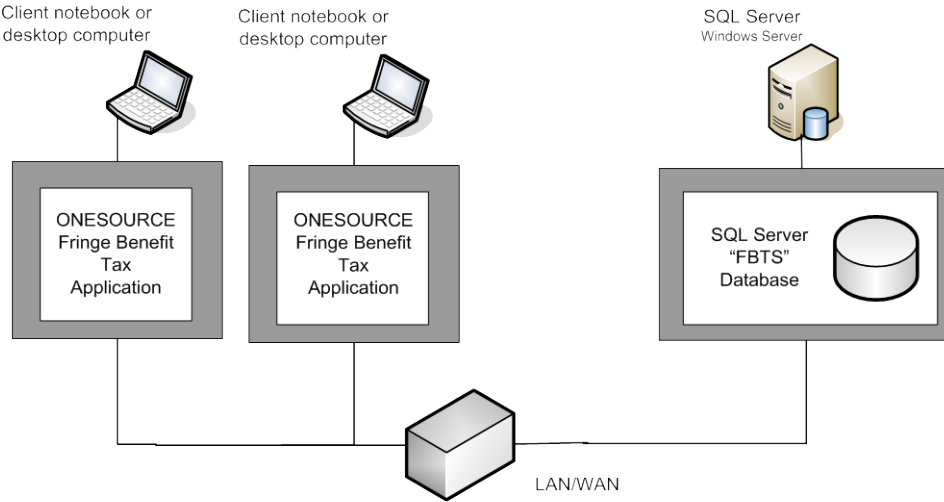
## DEPLOYMENT OPTIONS FOR MULTI-USERS

For Multi User / Network installations ONESOURCE Fringe Benefits Tax is suitable for high end corporate systems with multiple servers supporting a large number of concurrent users or small workgroups.

The two deployment options are:

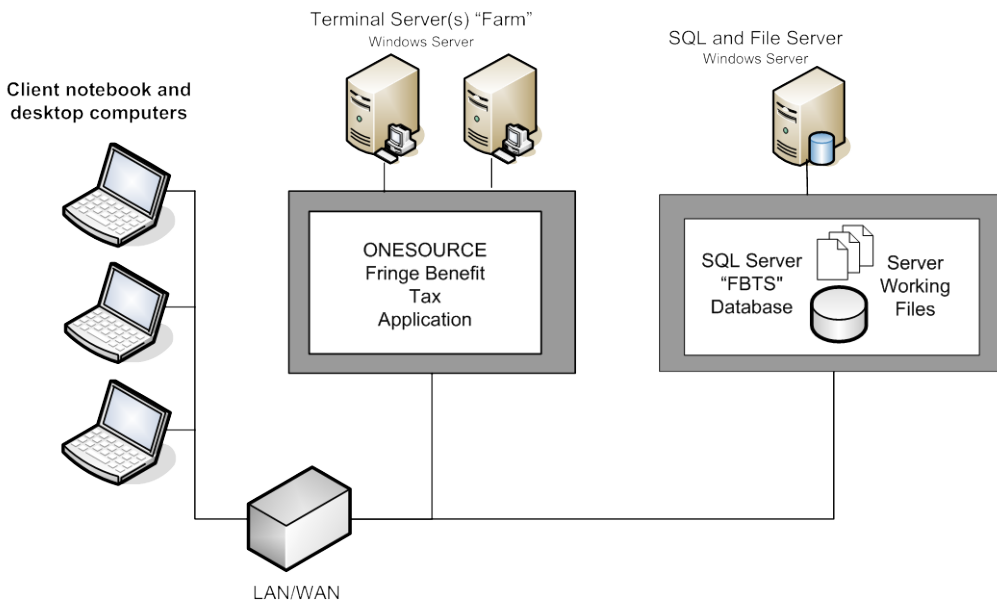
1. Client-Server Deployment
2. Terminal Server Deployment

### 1. Client-Server Deployment



The ONESOURCE Fringe Benefits Tax application is installed on each user's PC. The data is held centrally on an SQL Server.

### 2. Terminal Server Deployment



The ONESOURCE Fringe Benefits Tax application is installed on the Terminal Server and the data is held centrally on an SQL Server. Users access the application and data via their Terminal Server.

## APPENDIX 1 SYSTEM REQUIREMENTS

These notes are provided for your IT desktop support and database administrators.

There are a range of standard deployment options and configurations for ONESOURCE Fringe Benefits Tax.

### DATABASE MANAGEMENT SYSTEM

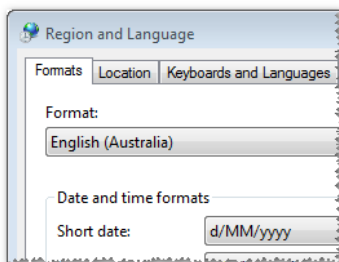
ONESOURCE Fringe Benefits Tax requires deployment on an SQL Server database system.

#### Microsoft SQL Server

1. Minimum is Microsoft SQL Server 2008 R2
2. Collation: 'Latin1-General, case-insensitive, accent-sensitive, kanatype-insensitive, width-insensitive'
3. Microsoft SQL Server 2014 Express is provided as part of the ONESOURCE Fringe Benefits Tax 'Stand-alone Installer'. Microsoft advises that a SQL Server Express database is limited to a database size of 10 gigabytes, 1 GB RAM, 1 CPU and it is not recommended that this system be operated with more than five concurrent users.
4. If you are using your own version of SQL Server please review the minimum specifications.

### SYSTEM SETTINGS

#### Date format – regional settings



Regional settings **must** be **Australian** date and currency.

Year **must** not be an abbreviated.

i.e. yy is not acceptable and **must** be set as yyyy

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**Warning** Other settings may lead to incorrect calculation of your tax obligations.

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### DEPLOYMENT MODEL

#### Installation Options

##### Stand alone deployment

A stand alone deployment is best suited for single users with limited IT resources. Under the single deployment model, all aspects of ONESOURCE Fringe Benefits Tax and SQL Server Express can be installed on the desktop/laptop of the user. There is a separate installation guide available for this package.

##### Client-server deployment

The client-server deployment option consists of user(s) connecting to a shared server where the "FBTS"<sup>1</sup> database is installed. A client-server deployment is better suited for larger organisations with concurrent users.

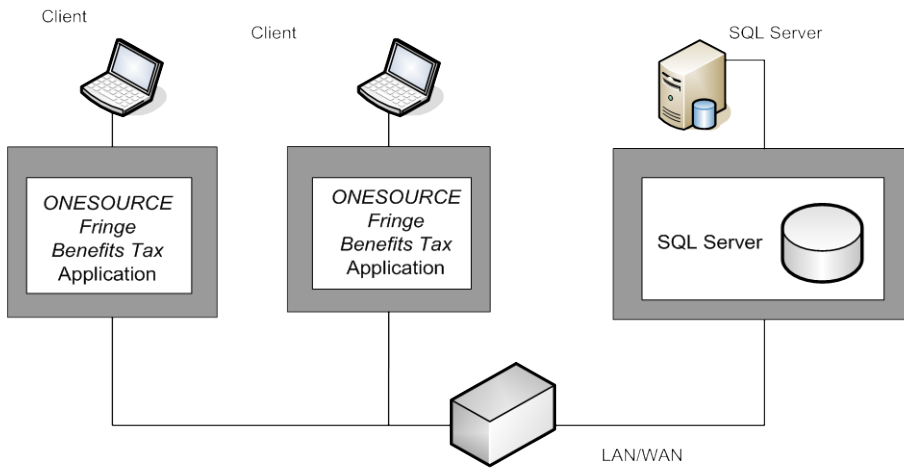
##### Terminal server deployment

A terminal server deployment option requires the installation of ONESOURCE Fringe Benefits Tax on a remote 'terminal' server rather than their own desktop/laptop. This option is specifically suited for organisations that already have an established terminal server setup.

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<sup>1</sup> "FBTS" is the standard name of the ONESOURCE Fringe Benefits Tax database. The name is shown in inverted commas as the name may be different if the DBA creates a database with a different name. We recommend that you use the standard "FBTS" name to facilitate on-going support and upgrades.

## CLIENT-SERVER

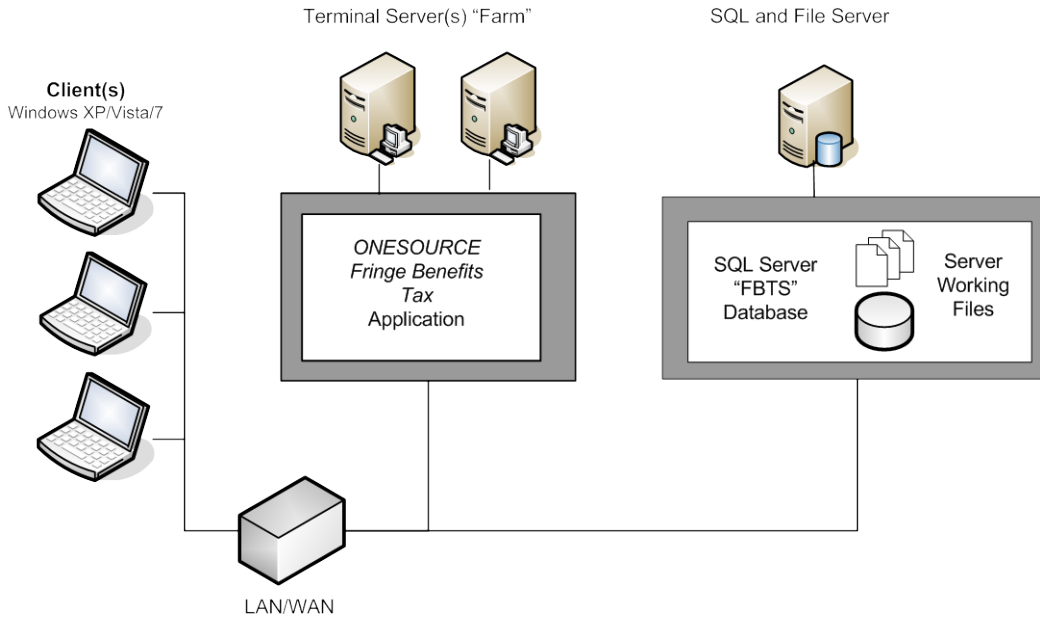


REQUIREMENTS		MINIMUM CONFIGURATION	RECOMMENDED CONFIGURATION
Operating System	Platform	Windows 7 SP1	Windows 7, or Windows Server 2008 R2
Server	RAM CPU Database size	1GB Dual Core 500 MB	4GB Quad Core
Client	RAM CPU	2 GB Single Core	4 GB Dual Core
Protocol	TCP/IP IPX/SPX	100MBIT 100MBIT	1GBIT
Software	Client	Adobe Acrobat 8 Reader MS Office Excel 2007 (full version not 'reader' version')	
	Database	MS SQL Server 2008	MS SQL Server 2014 Standard or Enterprise

**Notes:**

1. Applications and operating systems should be updated or patched to the vendor's minimum requirements
2. Due to limitations imposed by SQL Server Express, we recommend you use SQL Server Workgroup Standard or Enterprise editions when you have more than five users.
3. Windows OS may require installation of service packs or latest patches.
4. You will need 4GB of RAM if the server is also a client i.e. the "FBTS" database resides on one of the client's PCs in a peer-to-peer type arrangement.
5. MS SQL Server 2008 Express limits maximum database size to 4GB, 2008 R2 to 10GB.
6. The Database Server can be installed on a Client PC for shared connection. The network access to this Database Server would depend on what security policies are implemented across your organisation.
7. Adobe Acrobat Reader is required for various reporting purposes
8. Microsoft Office Excel 2007, 2010 or 2013 is required for operations with Excel files.
9. Regional settings must be **Australian** date and currency and full year displayed (yyyy)

## TERMINAL SERVER



REQUIREMENTS		MINIMUM CONFIGURATION	RECOMMENDED CONFIGURATION
Operating System		Windows Server 2008	Windows Server 2008 R2
Database and File Server	RAM CPU Database size	1GB 1.8GHz 1GB	2GB 2.4GHz
Terminal Server	RAM CPU	2GB 1.8GHz	4GB 2.4GHz
Protocol	TCP/IP IPX/SPX	100MBIT 100MBIT	1GBIT 1GBIT
Software	Database Server	MS SQL Server 2008 R2	MS SQL Server 2014 Standard or Enterprise
	Terminal Server	Adobe Acrobat 8 Reader MS Office Excel 2007 (full version)	

**Notes:**

1. Applications and operating systems should be updated or patched to the vendor's minimum requirements
2. Microsoft offers a variety of SQL Server product options. Please refer to Microsoft website for an overview of the differences between the various SQL Products.
3. The processor required also depends on the number and type of users using the system.
4. ONESOURCE Fringe Benefits Tax application requires a typical memory footprint of 200 MB per user. The memory requirements are dependant on the number of users.
5. Microsoft Excel 2007, 2010 or 2013 is required for operations with Excel files. (Note, a 'reader' version of Excel is not adequate)
6. Regional settings on the application server must be Australian for date and currency.

**Citrix checklist**

Check that the following items are complete:

1. The "User profile" has been set up correctly under Citrix.
2. The application is installed under the user's profile.

3. The application has been 'commissioned' (see the installation guide for details).
4. Excel upload templates are available on the Citrix application server or are available via a share drive accessible from the Citrix server.
5. The user has access to these upload templates and they have read-write permissions on the folder where the upload templates are available.
6. Adobe Acrobat Reader (version 8 or later) is installed on the Citrix server and is accessible for the user.
7. Microsoft Excel (2007 or later) is installed and accessible for the user (Note, a reader version of Excel is inadequate as Excel inter-operation services are not available in the reader version).
8. Regional settings **Australian** date and currency and full year displayed (yyyy).

# SYSTEM COMPATIBILITY CHECKLIST

This matrix is based on testing undertaken by Thomson Reuters QA group.

Client applications and Operating System <sup>2</sup>	Desktop application version							
	FBTSimplifier 2010	OFBT <sup>3</sup> 2011	OFBT 2012	OFBT 2013	OFBT 2014	OFBT 2015	OFBT <sup>4</sup> 2016	OFBT 2017
Mac OS X	✗	✗	✗	✗	✗	✗	✗	✗
Windows XP	✓	✓	✓	✓	⊗	✗	✗	✗
Windows Server 2003 <sup>5</sup>	✓	✓	✓	✓	✓	✗	✗	✗
Windows Vista (32/64-bit) SP2 or higher	✓	✓	✓	✓	⊗	⊗	⊗	⊗
Windows Server 2008 R2	✓	✓	✓	✓	✓	✓	✓	✓
Windows Server 2012	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗
Windows Server 2012 R2	✓	✓	✓	✓	✓	✓	✓	✓
Windows Server 2016	⊗	⊗	⊗	⊗	⊗	⊗	⊗	✓
Windows 7 32/64	✓	✓	✓	✓	✓	✓	✓	✓
Windows 8.0 x32/64	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗
Windows 8.1 x32/64 <sup>6</sup>	✓	✓	✓	✓	✓	✓	✓	✓
Windows 10 x32/64	⊗	⊗	⊗	⊗	⊗	✓	✓	✓
MS SQL Server 2005	✓	✓	✓	⊗	✗	✗	✗	✗
MS SQL Server 2008 (for Citrix)	⊗	⊗	⊗	⊗	⊗	✓	✓	✓
MS SQL Server Express 2008 R2	✓	✓	✓	✓	✓	✓	⊗	⊗
MS SQL Server 2008 R2	✓	✓	✓	✓	✓	✓	✓	✓
MS SQL Server 2012	✗	⊗	⊗	⊗	✓	✓	✓	✓
MS SQL Server 2014 <sup>7</sup>	✗	✗	✗	✗	✗	✓	✓	✓
MS SQL Server 2016	✗	✗	✗	✗	✗	⊗	⊗	👤 <sup>8</sup>
Excel 2003	✓	✓	✓	✓	✓	⊗	⊗	⊗
Excel 2010	✓	✓	✓	✓	✓	✓	✓	✓
Excel 2013	⊗	⊗	✓	✓	✓	✓	✓	✓
Excel 2016	⊗	⊗	⊗	⊗	⊗	⊗	✓	✓
Adobe Acrobat PDF Reader 8 and later	✓	✓	✓	✓	✓	✓	✓	✓

## Legend

- ✓ Compatible and supported
- ⊗ Compatible but not supported<sup>9</sup>
- ⊗ Not tested and not supported
- ⊗ Yet to be determined
- ✗ Not compatible and not supported
- 👤 Compatible with provisos

Regional settings must be **Australian** date and currency and full year displayed (yyyy)

<sup>2</sup> It is assumed that your applications and operating systems will have the appropriate service packs installed

<sup>3</sup> OFBT = ONESOURCE Fringe Benefits Tax

<sup>4</sup> DotNet version 4.5 or higher

<sup>5</sup> Extended MS support ended 14-Jul-2015

<sup>6</sup> Windows 8/10 users may require full control of application directory (Programs file (x86) and Program data)

<sup>7</sup> Recommended SQL Server version

<sup>8</sup> SQL Server 2016 is not fully compatible with "ONESOURCE FBT Database Manager". You are advised to use your own SQL Server tools to backup and restore data.

<sup>9</sup> Microsoft products that are past 'end of life' cannot be supported and you are advised not to use these versions



