



INSTALLATION NOTES

ONESOURCE CORPORATE TAX AND ONESOURCE INDIRECT TAX

VERSION 9.1 (NOVEMBER 2016)



THOMSON REUTERS

OVERVIEW

This document is a guide to installing ONESOURCE Corporate Tax and ONESOURCE Indirect Tax (“the software”). References to ONESOURCE Corporate Tax apply equally to ONESOURCE Indirect Tax.

We recommend that the installation of the software be performed by an IT professional.

Please refer to the Support section for details on how to contact us in case of any queries.

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INSTALLATION

The ONESOURCE installation wizard will guide you through the entire process of installing the software on your PC.

To install the software you will need to have sufficient permission to install software on your machine, in general this means the software must be installed by a user with Administrative rights.

The Installation Wizard

Insert the ONESOURCE CD into the CD drive of your machine.

The ONESOURCE splash screen should display automatically. If it does not, go to My Computer, double click on the CD drive to open it, and then double click setup.hta.

From this front page you can select which product you want to install. For reference, version numbers can be seen in the section at the right hand side.

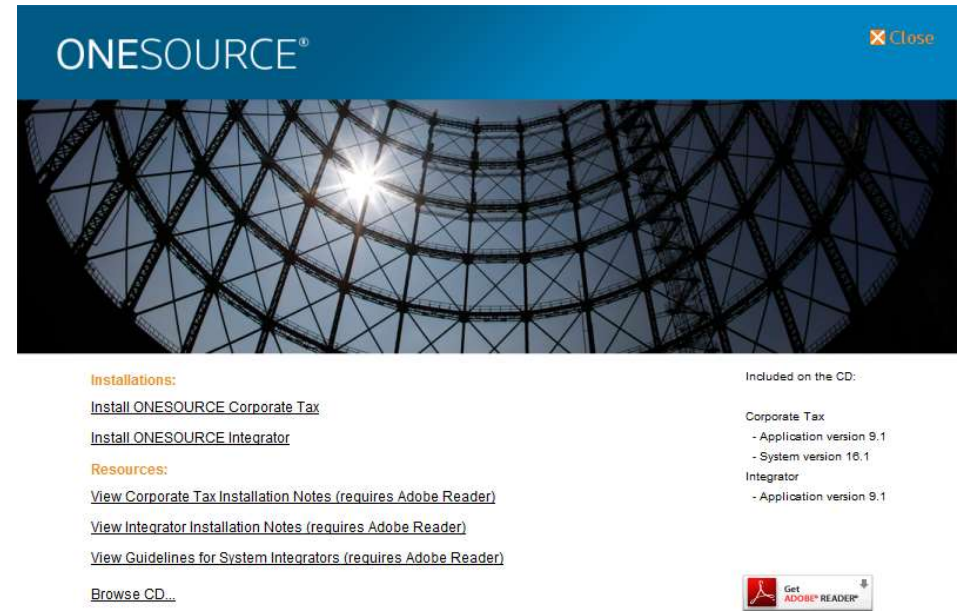


FIGURE 1: SELECT THE PRODUCT TO INSTALL

On choosing an installation the ONESOURCE Installer will start a wizard that will guide you through the rest of the installation process.

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At this point a screen may pop up asking you to install the .NET Framework. It is strongly recommended that you click “Yes”.

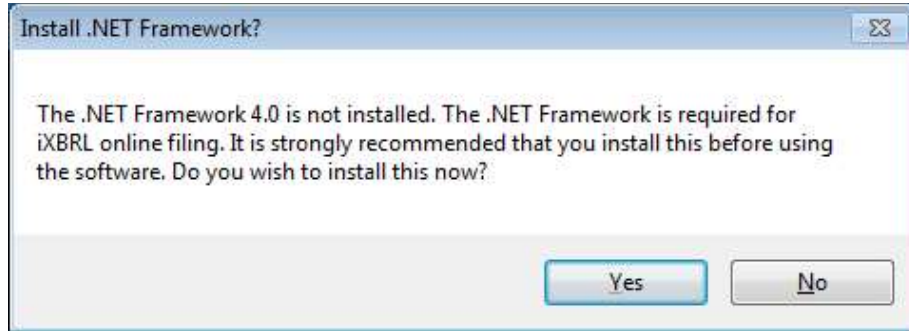


FIGURE 2: CLICK YES TO INSTALL THE .NET FRAMEWORK

You will then get a progress bar while the .NET Framework 4.0 installs along with other components ONESOURCE requires. This may take a few minutes to complete.

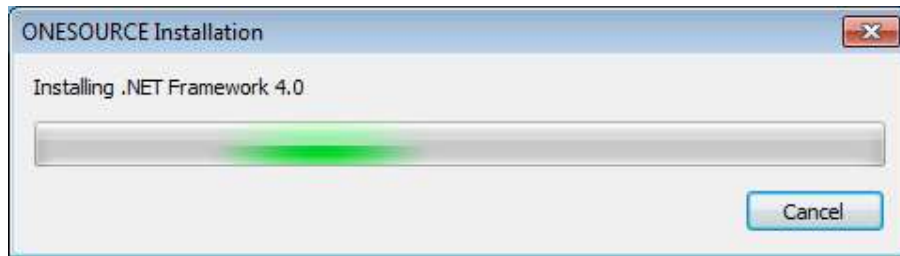


FIGURE 3: INSTALLING PREREQUISITES

A screen notifying you that you are about to install the software will appear. To continue, click Next.

You will be prompted to enter your company name and 25 character activation key, which may be found with the installation CD. Please enter your company name exactly as it appears on the CD and enter the activation key. To continue, click Next.

A window titled "ONESOURCE Indirect Tax Setup" with standard Windows window controls. The main heading is "Enter Activation Key" followed by the instruction "Enter company name and activation key.". Below this, it says "Please enter the name of your company and the 25 character Activation Key for this version of ONESOURCE Indirect Tax." and "(The Activation Key is not case-sensitive.)". There is a text input field for "Company Name:" containing the text "Thomson Reuters". Below that is the "Activation Key:" section, which consists of five separate input boxes containing the digits "11111", "22222", "33333", "44444", and "55555" respectively, separated by hyphens. At the bottom right, there are three buttons: "Back", "Next", and "Cancel".

FIGURE 4: ENTER COMPANY NAME AND ACTIVATION KEY IN THE SPACE PROVIDED

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The next screen allows you to choose a local installation location. The default location is a folder in C:\Program Files\Thomson Reuters\ and will already be displayed. Although we recommend that you install the software to this location, you may change this location by clicking Change. Once the settings are correct, click Next to continue.

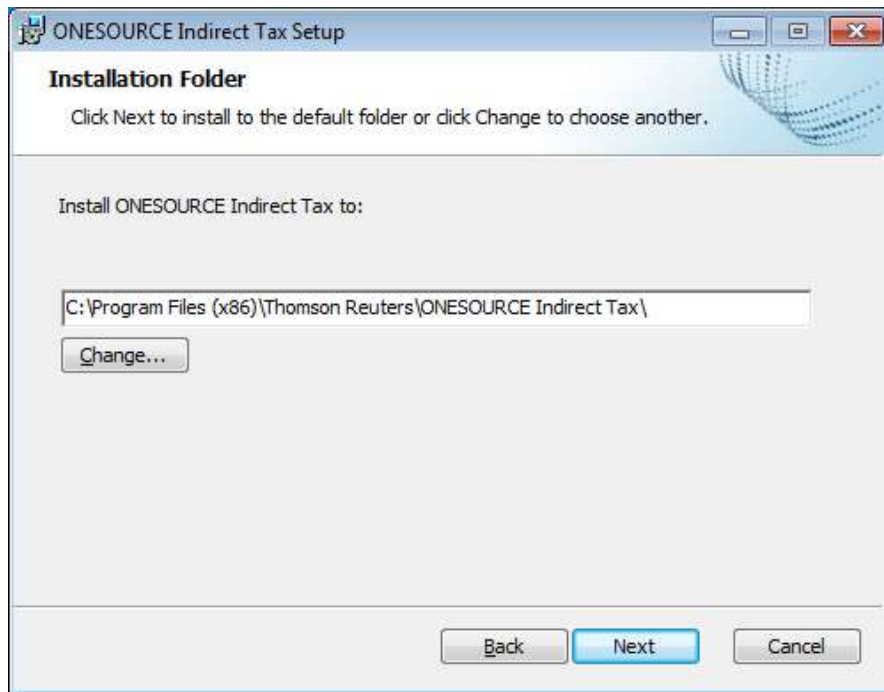


FIGURE 5: CHOOSE THE FOLDER TO INSTALL THE SOFTWARE INTO

The following screen allows you to choose a location for the Working Folder. The working folder is a space where all your computations are stored. If you require a number of people to access your data it is recommended that you set this to a shared network location.

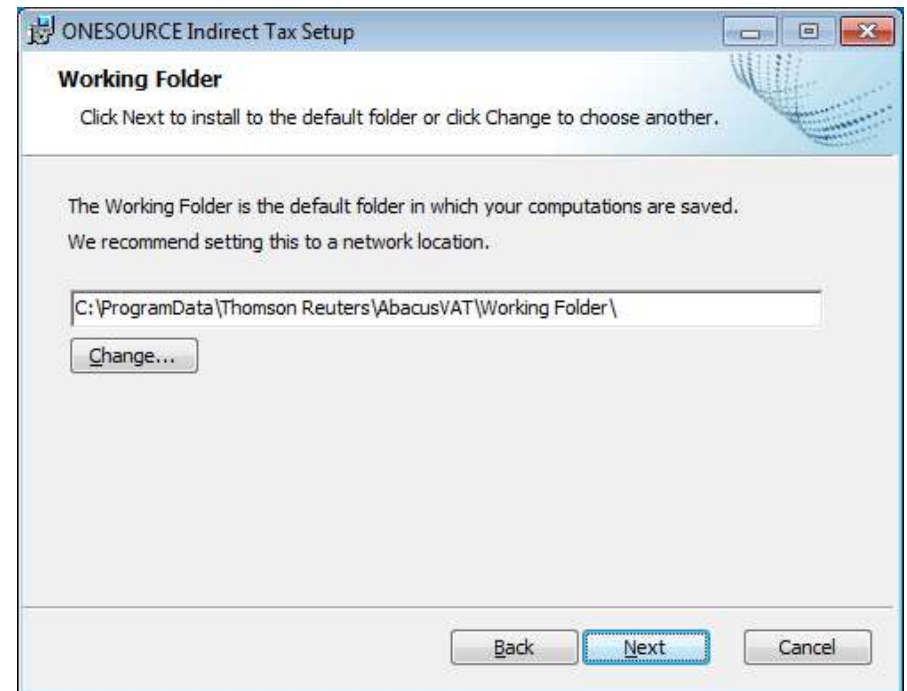


FIGURE 6: CHOOSE A LOCATION FOR THE WORKING FOLDER

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The next screen allows you to choose a location for the Shared Folder. The shared folder is a space that the software uses to store configuration information for all users of the software across your organisation. For this reason, it is recommended that you set this to a shared network location.

If you have already set a shared folder in a previous version of the software, this screen will not appear.

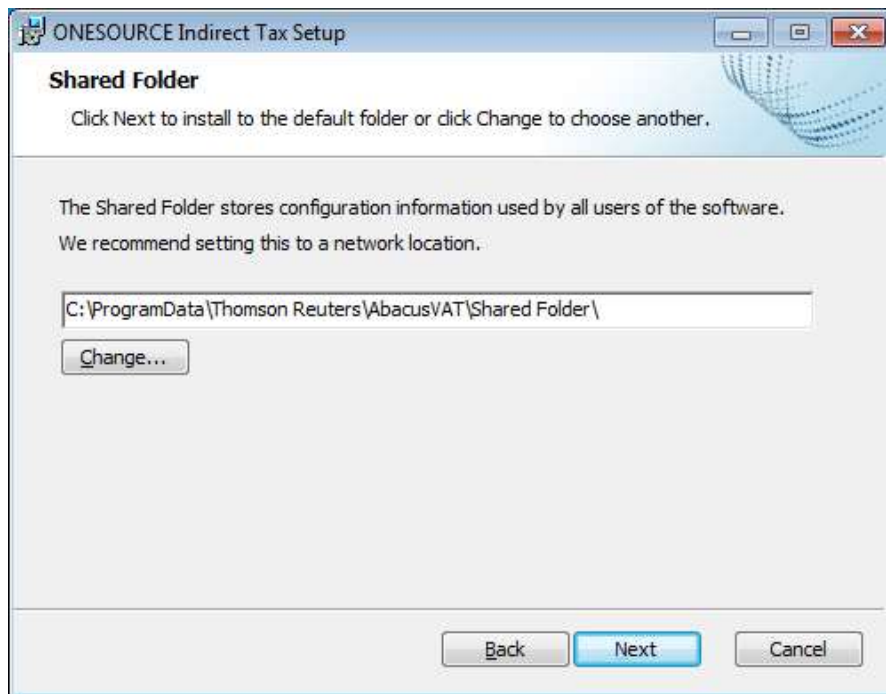


FIGURE 7: CHOOSE A LOCATION FOR THE SHARED FOLDER

Finally a screen will appear indicating that the wizard is ready to begin the installation. Click Back to review or change any of the installation settings already entered, or click Install to start the installation.



FIGURE 8: READY TO INSTALL

The installation may take several minutes, when the process is complete, click Finish to exit the wizard.

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The installation creates a shortcut to ONESOURCE Corporate Tax and ONESOURCE Administrator under the Start menu. You will be able to launch the software by selecting Start > All Programs > ONESOURCE > ONESOURCE Corporate Tax or Start > All Programs > ONESOURCE > ONESOURCE Indirect Tax.

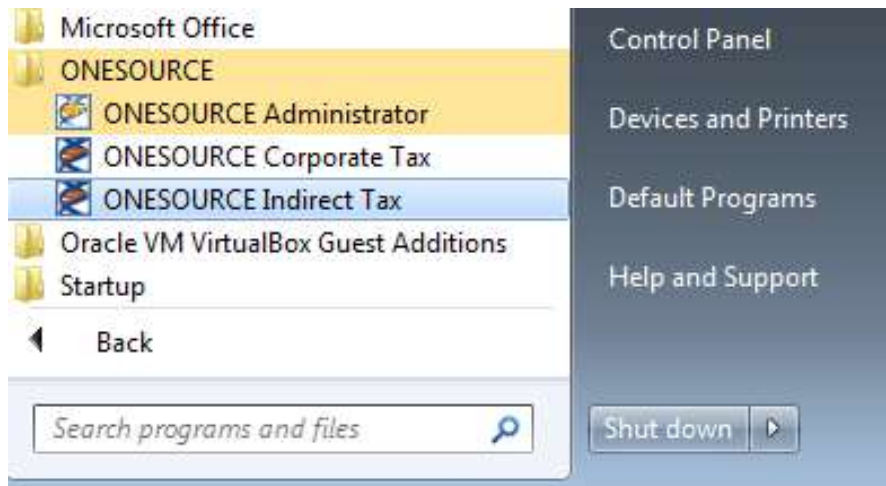


FIGURE 9: THE SHORTCUT IN THE START MENU

Data Files

The software stores tax computations in a data file. The data files should be stored in a location that is backed up regularly.

There are two data files created per tax computation. Examples of these would be:

CompanyA10.abc	Latest version of a tax computation
CompanyA10.abk	Prior saved version of a tax computation

The size of each of these files is normally between 150-300Kb.

Where a return is filed electronically, additional XML files will be saved in the same folder as the tax computation, recording certain information such as the data submitted to HMRC and the responses. For further details please refer to the F1 Help and search for "online filing".

Terminal Services Installation

For details on installing the software in a Terminal Services environment, please see the ‘ONESOURCE Corporate Tax and ONESOURCE Indirect Tax Notes for System Integrators’ document, included on the CD.

SYSTEM REQUIREMENTS

We recommend the following minimum system specifications for running the software:

Hardware	The machine used to run the software should meet the Microsoft recommended specifications for the operating system installed.
Operating System	Windows Server 2003 & 2003 R2 Windows Vista RTM, SP1 & SP2 Windows Server 2008 & 2008 R2 Windows Server 2012 Windows 7 Windows 8 Windows 8.1 Windows 10
.NET Framework	The .NET framework version 4.0 is required for ONESOURCE Corporate Tax and ONESOURCE Indirect Tax.

Application Architecture

ONESOURCE Corporate Tax and ONESOURCE Indirect Tax are developed using Microsoft Visual Studio 2012. This is the core Microsoft development environment and is a fully integrated development platform for Microsoft Windows.

The software has a component based design and makes use of the latest features in the Microsoft platform. The internal software architecture is periodically updated to take advantage of advances in processor and operating system design, e.g. recent releases have made more use of multi-threading to take advantage of the new Intel multi-core processors.

The ONESOURCE Corporate Tax and ONESOURCE Indirect Tax code is contained within the executable ABWIN32U.EXE, and a number of other Thomson Reuters software components. The software also uses Microsoft and other third party components.

SUPPORT

ONESOURCE Corporate Tax and ONESOURCE Indirect Tax are developed and owned by Thomson Reuters and as third party products, are neither supported nor endorsed by Microsoft.

The software is designed to work with Microsoft Windows. We undertake extensive platform testing on Microsoft Windows Vista, Windows 7 and Windows 8/8.1.

Windows XP

Microsoft stopped providing support for Windows XP on April 8th 2014. As a result, we can only support Windows XP on a best endeavours basis. Version 7.0 of ONESOURCE Corporate Tax and ONESOURCE Indirect Tax was the last version on which we performed extensive testing on Windows XP. If you have concerns or questions about this, please contact us.

Microsoft provide more information on the end of Windows XP support here: <http://www.microsoft.com/en-us/windows/endofsupport.aspx>

Earlier versions of Windows

ONESOURCE Corporate Tax and ONESOURCE Indirect Tax are not supported on versions of Windows prior to Windows Vista. Windows 2000, Windows NT 4.0, Windows 98, Windows 98 Second Edition, and Windows Me (and their related components) were all transitioned to a non-supported status on or before July 13, 2010. After this date, Microsoft no longer provide any incident support options or security updates. The latest versions of Microsoft development tools no longer support building applications that are compatible with these older versions of Windows. As a result, the standard software installation will only operate on Windows XP2 SP2 and later

operating systems. If you currently use the software on an unsupported operating system please contact us.

Contact Details

Online support is available at
<http://www.abacus.thomsonreuters.com/KnowledgeBase>

If you have any queries about installation and product support, please contact our helpline on 0800 1577801, or via email at onesourceuksupport@thomsonreuters.com. The helpline operates from 9am to 5:30pm, Monday to Friday (excluding public holidays).