

ASSETMAN TRIAL INSTALLATION

Thank you for your decision to trial ASSETMAN. This Software has been designed for use by Accountants and large Commercial Businesses to maintain a comprehensive Asset Register and produce Depreciation Schedules. Please follow the steps below to quickly and easily evaluate ASSETMAN.

1. Install ASSETMAN
2. Start ASSETMAN (select START / PROGRAMS / TRIMAR / ASSETMAN)
3. Print and complete the **ASSETMAN Familiarisation Exercise** (from the ASSETMAN front screen, select UTILITIES / FAMILIARISATION EXERCISE / PRINT).

FAMILIARISATION EXERCISE : It is very important to print and fully complete the Familiarisation Exercise – it uses a sample Asset Register to quickly and easily show you how ASSETMAN works. Once you have completed this exercise you can then use the sample Register to further evaluate ASSETMAN.

TRIAL RESTRICTIONS : Being a Trial Version, certain restrictions apply to this copy of ASSETMAN. Firstly, only one Register can be setup, as per the Familiarisation Exercise the Entity Code for this Register must be “DEMO”. Secondly this Register is limited to a maximum of five Assets. In every other way this trial copy performs the same as the fully licensed version.

REFERENCE MANUAL / BUILT-IN HELP : A comprehensive Reference Manual is built into ASSETMAN and can be accessed whilst using the software. If you press the <F1> Function Key whilst using ASSETMAN, the section of the Manual relevant to the part of the program you are currently using, will display on the screen. Alternatively, after starting ASSETMAN, select HELP / HELP CONTENTS / SEARCH to access a complete listing of all available HELP Topics.

ACCESSING OUR HELP DESK : If you need help with ASSETMAN and cannot find the answer within the built in Help Topics, the best way to log a call with our HELP DESK is by FAX or E-MAIL. This allows us time to research your question before responding.

FAX – briefly describe your problem and fax the details to (02) 99755 296

E-MAIL – as above but send the details to help@cibec.com.au

TELEPHONE – if neither of the above are suitable please contact us direct on (02) 9975 5297

PURCHASING ASSETMAN : To purchase an ASSETMAN LICENCE please contact us direct or complete and return one of our ORDER FORMS which can be printed from either our WEBSITE (www.cibec.com.au) or from our distribution CD.