

Standard Instructions for Installing Ness Smart Reports

Introduction

The following is step by step instruction for installing Ness Smart Reports for the first time. These instructions apply to a first time installation only. Refer to separate instructions for upgrades from earlier versions.



You need to ensure the host software (UNIS, IS2000 etc) is installed in the default locations.

Before installing the Ness Smart Reports, please advise your local Ness Branch so Ness can prepare the licence to be setup in the back end, as per step 3-4 below.

Note that prior to installation the machine must be connected to the internet and have Internet Explorer v11 or higher installed.

1. Download the msi using this link <https://timatch.com.au/smartreports/downloads/NessSmart.msi>
2. Run the msi to install NessSmart
3. Run NessSmart in **Administration Mode**, you will see a "Registration" form. Fill your details and "Request licence"
4. Wait a few moments for the free R-FL licence to be issued.
5. Click "Specify System Profile"
6. Select your hardware from the 'Profile' drop down list.
7. Click "Use this Profile" and then "OK".
8. If your hardware is M1 and it is not using the default IP address, open the 'M1 Communications' box under Properties and edit the IP address to suit and then click "Save Profile Changes.
9. Click "Show External Employee Data". If there is no data, it means that there is no communication with the hardware and this must be resolved before proceeding further.
10. Click "Show External Clocking Data" and ensure that data is present.
11. Click "Import External Data".
12. Click "Home"
13. Click "Quick Setup"
14. Click the test button. Confirm that this has delivered a test email to the registered address.
15. Click on the report timetable and select the delivery day(s) and time. Then click save.
16. Check the Active box under Auto Run

Installation is now complete and the FL report will be delivered on schedule. The Ness Smart Reporting Suite does not need to be left open.

If additional reports and/or extensions have been purchased, when you have received notification that the licence(s) are available, update as follows.

1. Start NSRS (In Administration Mode)
2. Click "Change Registration Details"
3. Click "Update Licence".
4. Click "Home". The new licence(s) should be listed next to Features:
5. Click "Quick Setup" and edit the applicable parameters for each report as above.

Additional Information:

Customer Service

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