Goodwill Accounting 6

(Freeware)

INDEX

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.
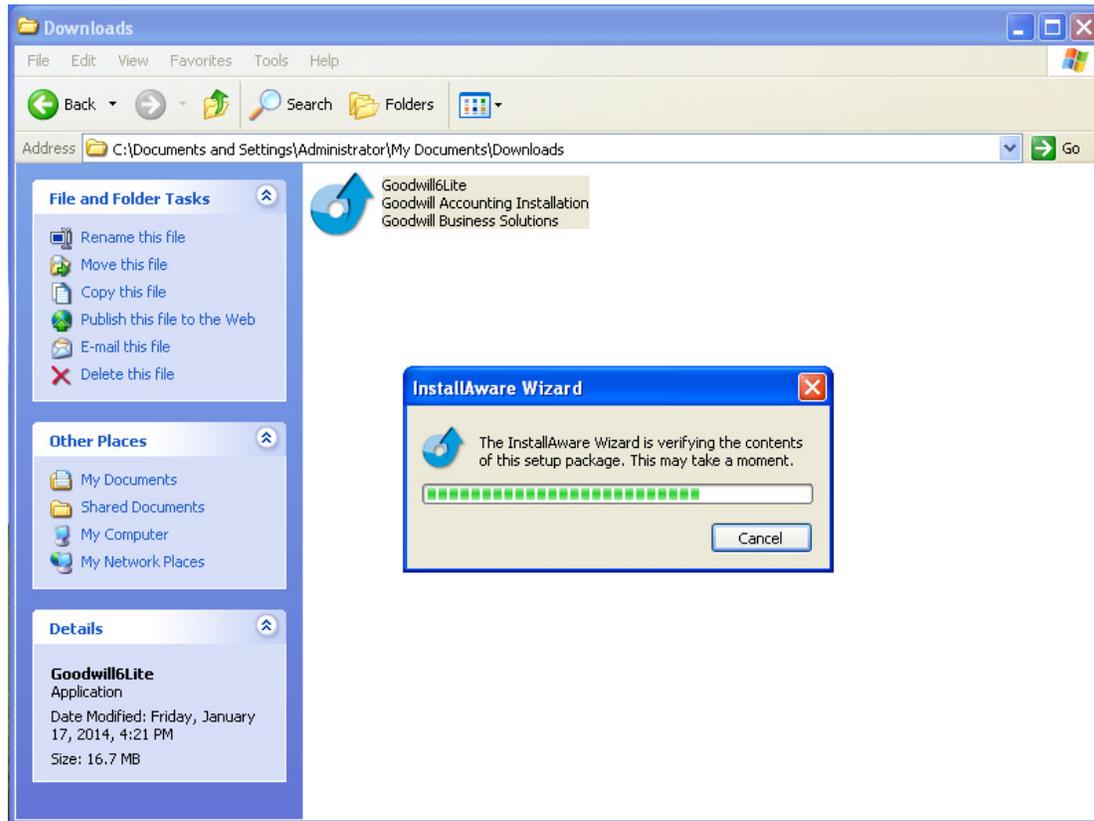
STEP 1:

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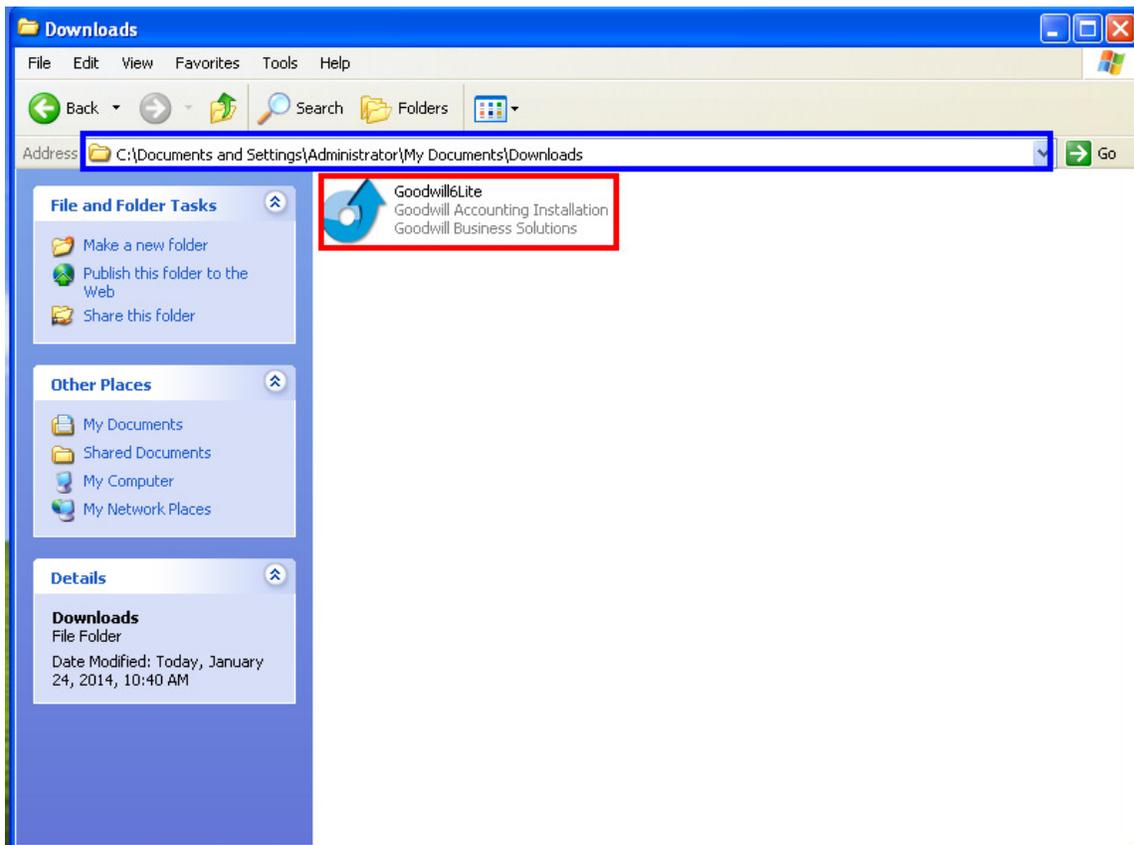
After double clicking the Goodwill6Lite, a window is displayed as shown below. Wait for few seconds and your installation will start.

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.

STEP 3:

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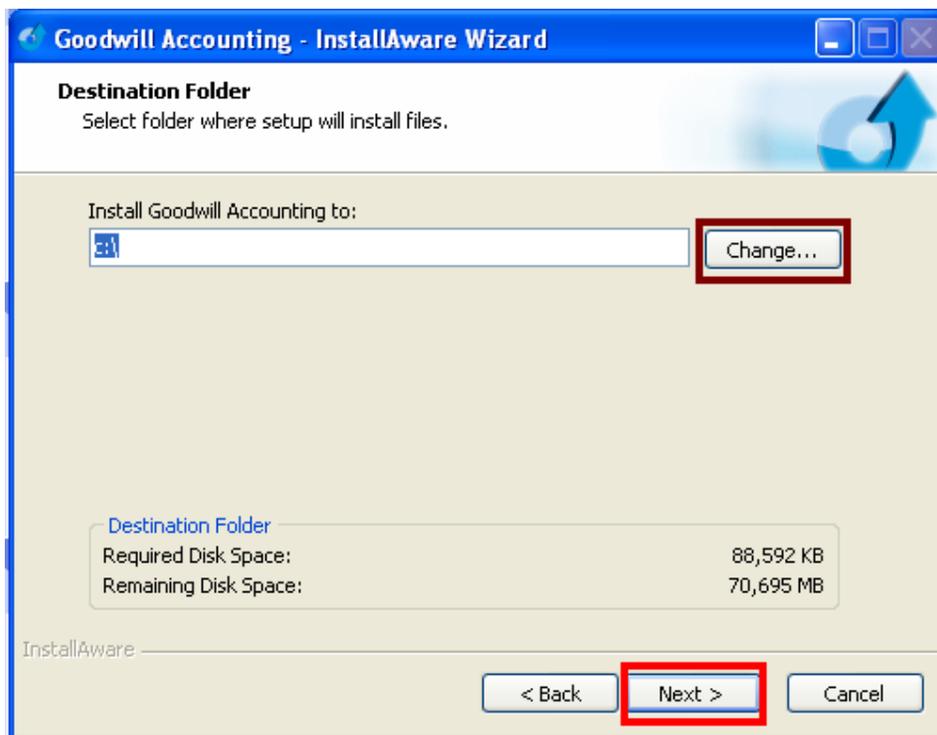

Next to continue, **Back** for previous step and **Cancel** to abort the installation process.

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.

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**.
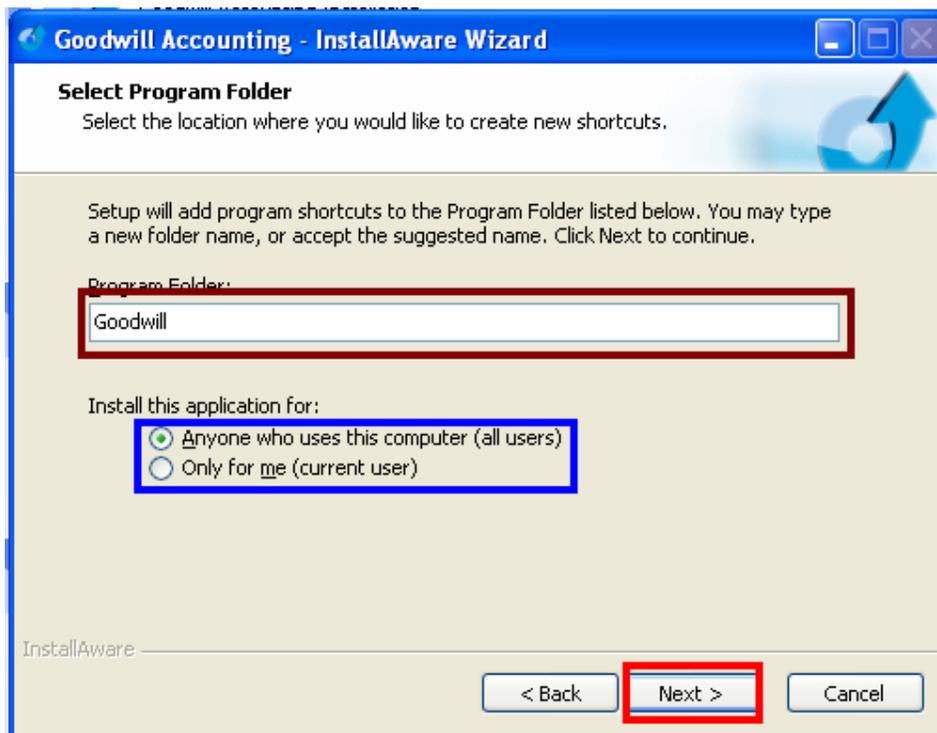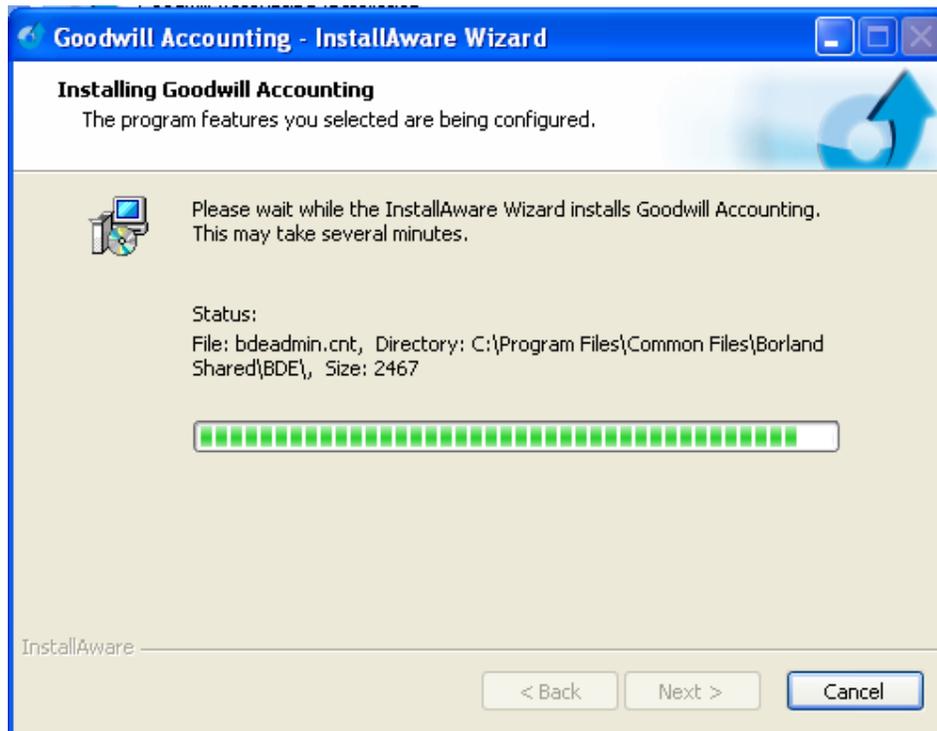

Click **Next** to continue, **Back** to previous step, **Cancel** to abort the installation process

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.

Click on **Finish** button to complete the installation procedure.

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: www.goodwillerp.net

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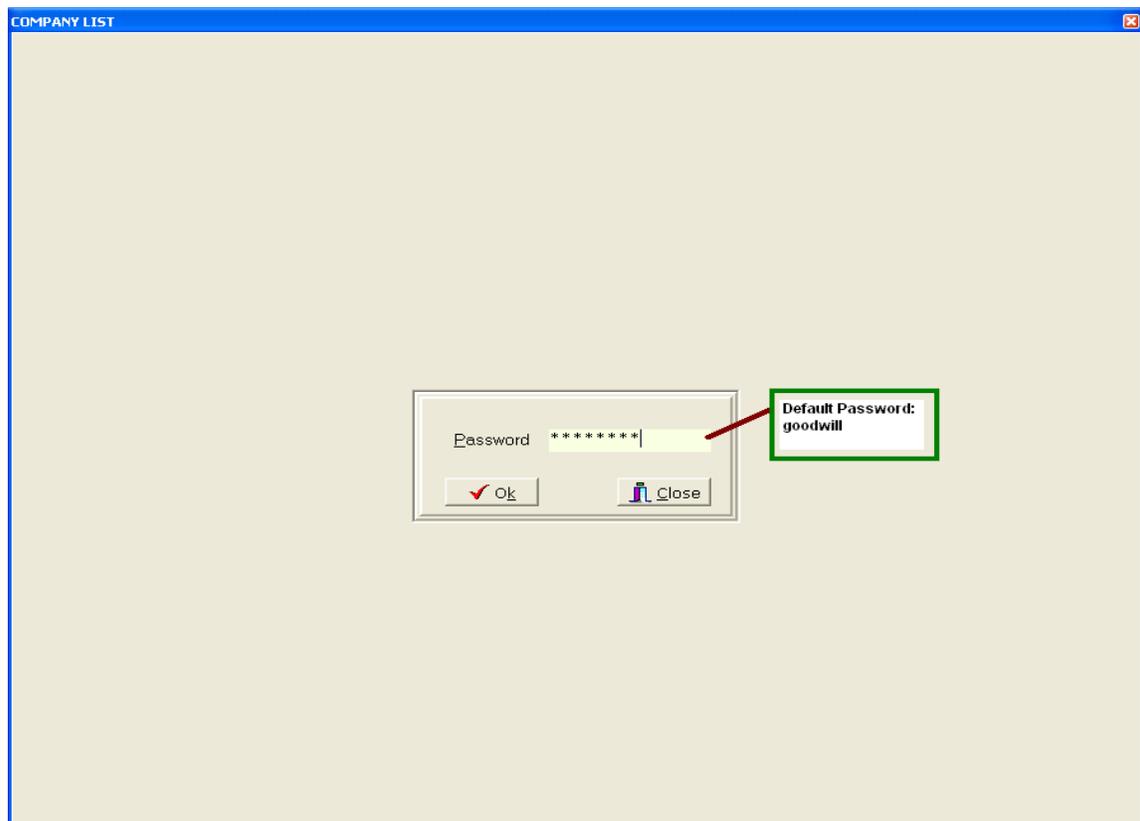
Enter the default password as goodwill and click on **ok** button. A new window is displayed as shown below with empty company list.

COMPANY LIST				
Goodwill Business Solutions				**Accounting Period**
Company Id	**Company Name**		**Begin**	**End**

? Help   Mapping   Open   New   Edit   Close
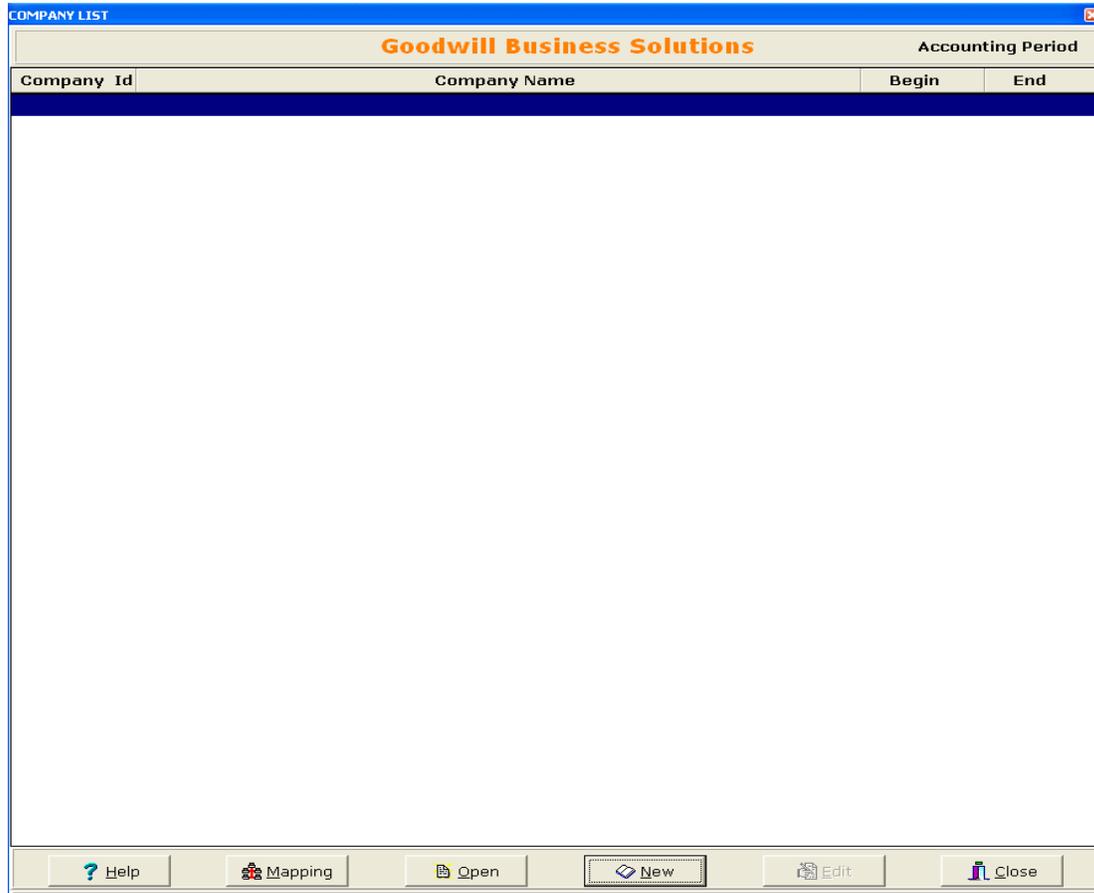
To start accessing goodwill create new company.

CREATING NEW COMPANY

STEP 1

To create new company click on **New** button or press **Alt+N.**
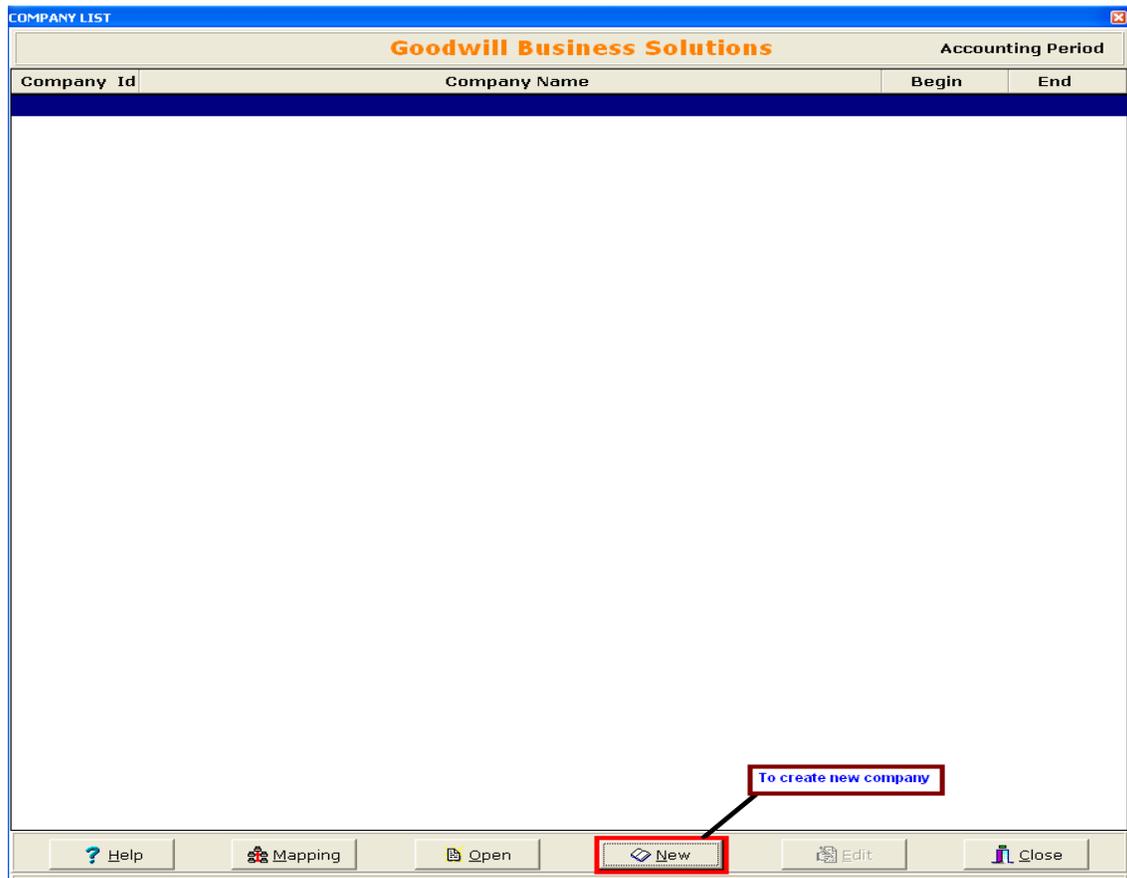
STEP 2:

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

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.

Choose the required options and click on **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.
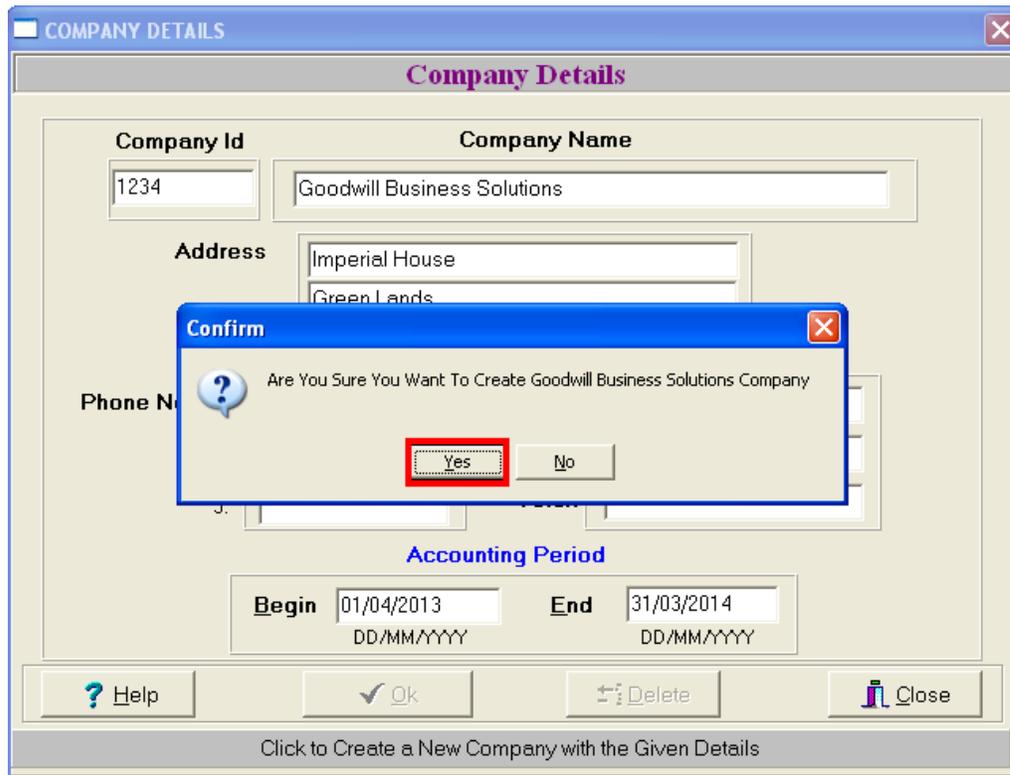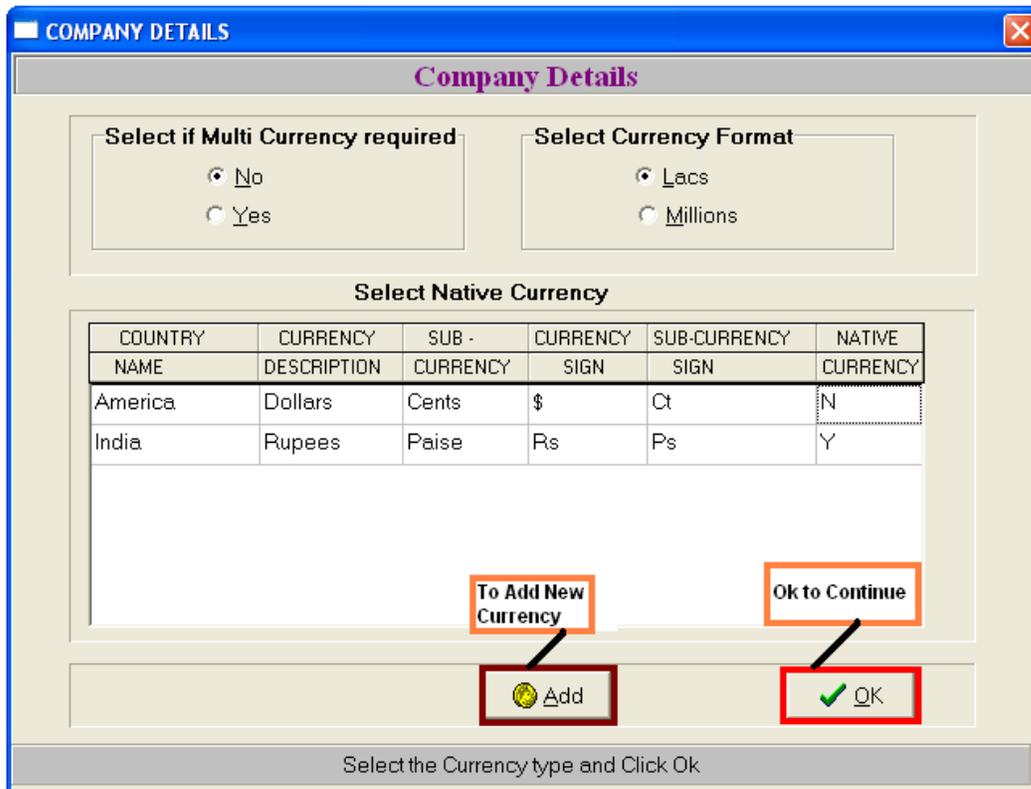

 Click on **Yes** to continue and **No** to cancel.

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

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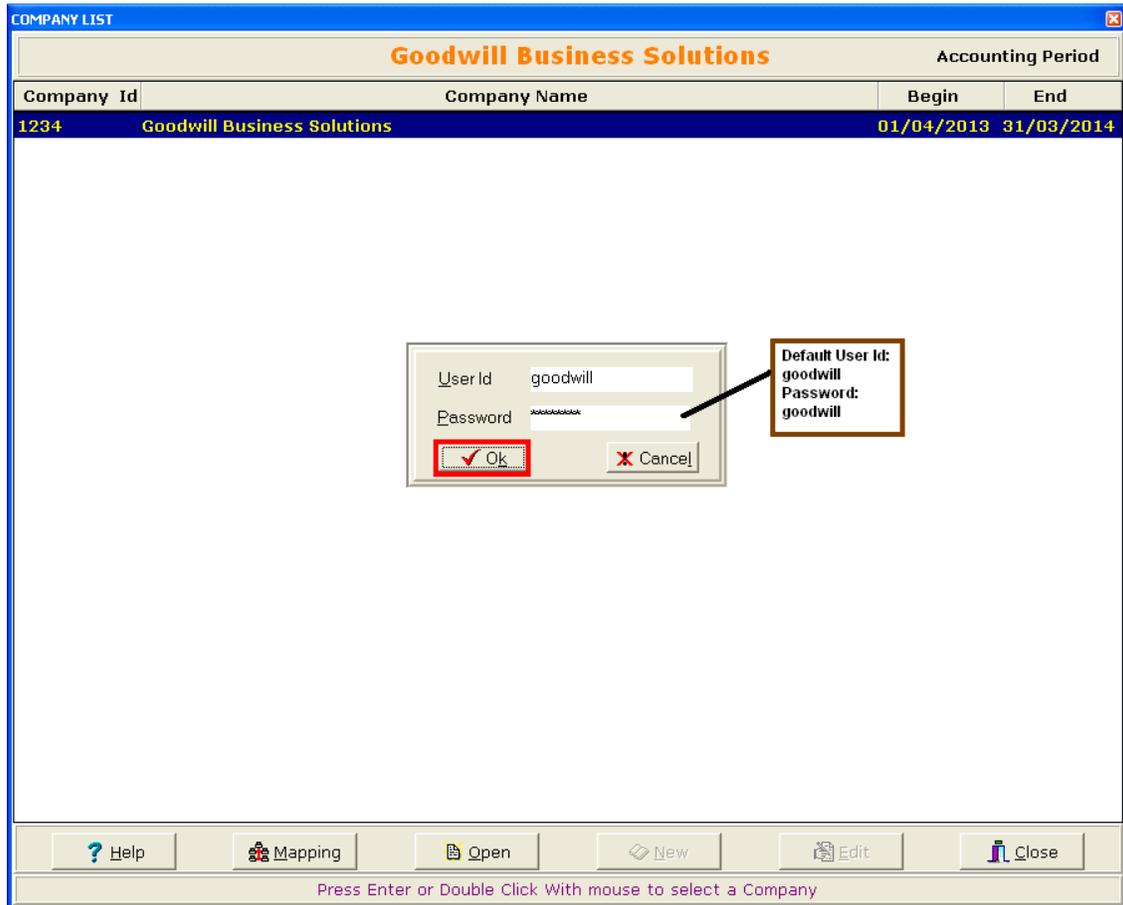
Company with specified id and name has been displayed in the company list. Hence company is created successfully.

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.**

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.
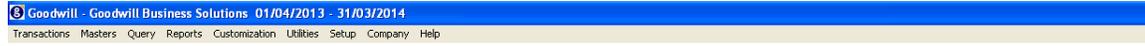
Start entering your details and enjoy the accounting.

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

STEP 2:

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

STEP 3:

After clicking on **OK** button the following window is displayed asking to enter old password and new password.
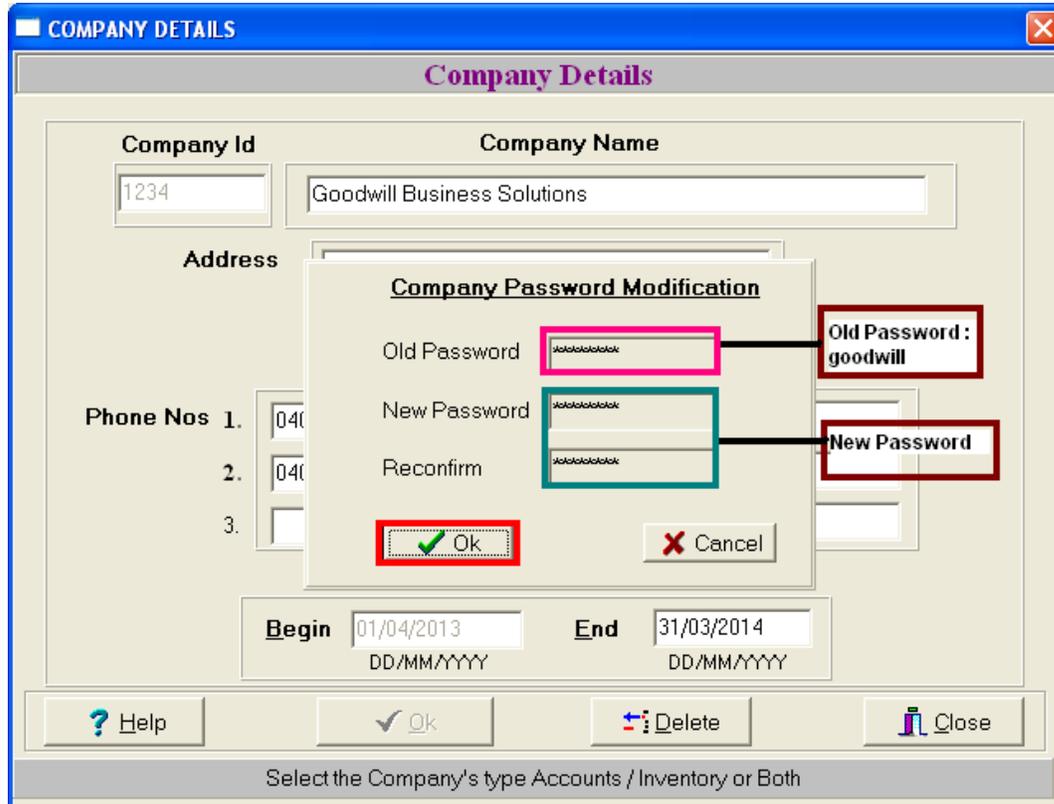
Enter old password and enter new password as shown in above figure and lick on **OK** button.

Ex:

Old password: goodwill

New password: *******

Reconfirm: ********

Copyright © Goodwill Business Solutions.