#### LIFO-PRO Software Install, Setup & Update Guide

#### **On-Premise Version**



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# **First-time Setup Summary**



#### Setup

#### Company sends the following documentation to LIFO-PRO:

 Historical LIFO carryforward schedule containing any combination of the following values:

Inputs

- Layers at base prices & cost
- LIFO inventory
- LIFO reserve
- LIFO expense (income)
- Indexes
- Prior period's LIFO calculation documentation containing formulas/math used to compute prior period carryforward schedule values
- Prior period BLS CPI/PPI category assignments\*
- LIFO calculation policies & procedures

#### LIFO-PRO team completes the following steps:

- LIFO carryforward schedule review
- BLS category assignment review<sup>\*</sup>
- Company's historical LIFO documentation imported into software to create database file
- Compare company vs. LIFO-PRO software calculation results
- Discuss with company any errors detected, if any material differences exist & determine if adjustments should be made (if applicable)
- Correct or update LIFO-PRO software database file and/or BLS CPI/PPI category assignments as needed

LIFO-PRO software is setup for first time use as follows:

- LIFO-PRO software installation file downloaded from lifopro.com website
- User installs software on local device
  - User receives software database file via email
- User saves software database file on local or network drive



# **On-Premise Setup: First-Time Software Installation**

- All users installing Version 6 of the LIFOPro software on their PC for the first time must download & install the LIFOPro software Version 6 setup file from the <a href="http://www.lifopro.com/support">www.lifopro.com/support</a> page (including users who previously completed full installation of Version 5 of the software but haven't performed full install of Version 6)
- User goes to www.lifopro.com/support & downloads LIFO-PRO Software Version 6 Setup File
- User opens LIFO-PRO-Full-Install.exe file downloaded from support page & enters password provided in email from LIFOPro to begin installation

#### Support Page Software Download Link

A https://www.lifopro.com/support/	↓        ↓        Manage     Downloads     —
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Software Installation & Update File Downloads (On-premise Users Only)	Network
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As of 01/01/2020, Version 6 of the LIFO-PRO soft	
supported going forward. Versions 5 & 6 can be r	OK Cance
versions installed on the same computer and don	
Note: Software users can unlock any password-protected file downloaded in t	LIIOFIO
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Software Full Installation Setup File	Installshield
Users that are setting up VERSION 6 of the LIFO-PRO software on their cor	< Back Next > Cance
file & perform a full installation. Select the button below to download the LI	

LIFOPro Software Full Installation File

# **On-Premise Setup: First-Time Software Installation**

- For users with Version 5 installed, LIFOPro software Version 6 can be saved in same folder location
- To install the software on your PC's local hard drive, select the Next button in the Destination Folder screen (default software installation location is C:\LIFOPRO)
- To install the software on your network drive, take the following steps:
  - Select the Change button in the Destination Folder screen
  - Navigate to desired company network drive & folder location in the Change Current Destination Folder screen (new program folder should be created on your network drive)
- Installation complete

Select Next to install to local drive	Select change to install to network drive	Installation Completed
Destination Folder Click Next to install to this folder, or click Change to install to a different folder.	Click Next to install to this folder, or dick Change to install to a different folder. CP LIFOPro  Install LIFOPRO to: C: V_LIFOPRO \ Change to install on network folder	InstallShield Wizard Completed         The InstallShield Wizard has successfully installed LIFOPRO.         Click Finish to exit the wizard.
Default Save Location (local drive)	LIFOPRO - InstallShield Wizard Change Current Destination Folder Browse to the destination folder.   Look in:   IfOPro Software   OS (C:)   DV DRW Drive (D:)   LIFOPRO-Y-Drive (Upprodserverwin) (Y:)   IfOPro Software	
InstallShield < Back Next > Cancel	IFOPRO - InstallShield Wizard       ×         Destination Folder          Click Next to install to this folder, or click Change to install to a different folder.       IFOPro	
	Install LIFOPRO to:       Change         Y: \/LIFOPro Software\       Change         Network drive & folder install location	< Back Finish Cancel 4.

< Back

Cancel

# **On-Premise Setup: Saving Software Database Files**

- LIFOPro Software database files contains company-specific historical LIFO data & settings
- These files are built by LIFOPro support staff using company's historical LIFO calculation documentation
- Software database files are emailed to users & must be saved prior to using the LIFOPro software
- Should be saved in one of the following locations:

- Network drive: For companies with multiple software users or if the software will be installed on multiple PCs. If software is installed on your network drive, create a subfolder within your network drive's LIFOPro software program folder. If installed on your PC's local hard drive, create a new folder/subfolder on your network drive.
- User's local hard drive: Save here if the software will only be ran from the user's PC. Create a subfolder within your LIFOPro program folder (i.e. C:\LIFOPRO\DataFiles)



# **Software Update Steps**

- LIFOPro periodically releases new versions of the software & users must manually download the updates
- Software users will receive email notification when updates have been released
- Latest release version can also be checked at lifopro.com/support
- User's LIFOPro software version installed on PC can be found at the bottom right of main menu screen

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LIFOPro       Offerings          About Us          About Us          About Us         Data Path = Y:\UFOPRO I\Sample IPIC Calculation\On UFOU PDataFiles\        Last Period Cl          COMPANY SELECTION       Data INPILIE OR 1/2/11/2010	sed=12/31/2019
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HISTORICAL DATA (6/30/2011 to 12/31/2019)	
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Find LIEO-PRO software downloads guides instructions & resources. Submit a support ticket using the reguest form	
Report 18-All pools, by year With UNICAP Report 1-Range of Inv. Levels and Indexes, or	a pool
Report 18a-All pools, by year With UNICAP	
Report 18c-Consolidated Companies With UNICAP	
Report 19-LIFO Provision Components Consol. Rpl. 19 IPIC(Simplified LIFO) Data input/calc/reports/methods	
Home > Software Support	
Reports 23 and 24-IPIC Index Calculation Reports - IPIC Sattinga Year end month, DECEMBER	
LIFO-PRO Software BLS Index Files Release Update	LIFOPro 🖉
May 2020 CPI & PPI LIFO-PRO software data files are now available for download	Stim Kinię dowory Salar
June 2020 CPI release date – Tuesday, July 14 @ 10am CST Company Setup. Methods Settings. Pools and Periods	ON Version
Latest software version & release date: 6.0.29 – 06/25/2020 UNICAP (Sec. 263A) Rates Gate Control (12/31/2019)	Version Date 6/24/2020

#### **Software Update Steps**

- To complete update, go to <u>www.lifopro.com/support</u>, select "Software Installation & Update File Downloads" text & select LIFOPro Software Version Update File button
- Select the "Save As" option (if prompted to Save, Save As or Run), navigate to your LIFOPro software program folder, save the update file & confirm that you'd like to replace the LIFOPRO.exe file

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E	LS Index File Downloads		
s	oftware Installation & Update File Downloads (On-premise Users Only)		
As of 01/01/2020, Version 6 of the LIFO-PRO software has been released			
	can be ran simultaneously, meaning you can have both versions installed		
	using Version 6.		
	Note: Software users can unlock any password-protected life downloaded in this section by using the same passwo		
	Software Full Installation Setup File		
	download the LIFO-PRO software setup file:		
	LIFO-PRO Software Version & Setup File		
	Software Version 6.0.29 update file (released 06/25/2020)		
	For users that have installed the above setup file & performed a full installation of VERSION 6 of the LIFO-PRO soft		
	you're using the most up to date version of the software, locate the Version number on the bottom right of the main		
	information shown below.		
	completed using the LIFO-PRO Software Version 6 Setup File button above if you have not performed a full installa		
	completed using the LIFO-PRO Software Version 6 Setup File button above if you have not performed a full installe Select the button below to download the LIFO-PRO software Version 6.0.29 update file (released 06/25/2020):		
	completed using the LIFO-PRO Software Version 6 Setup File button above if you have not performed a full install. Select the button below to download the LIFO-PRO software Version 6.0.29 update file (released 06/25/2020):		

#### Download Update File From <u>www.lifopro.com/support</u>

#### Save LIFOPRO.exe to LIFOPRO Program Folder (overwrite prior LIFOPRO.exe file when prompted)

Save As			×	
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## **Software Update Steps**

- If LIFOPro software version update file is saved to your downloads folder or some other location, open File Explorer & navigate to the location of where the LIFOPRO.exe update file was saved
- In file explorer, copy/paste or move the LIFOPRO.exe file into your LIFOPro software program folder & confirm that you'd like to replace the LIFOPRO.exe file when the Replace or Skip Files Message box appears
- Open LIFOPro software & navigate to Main Menu to confirm that your LIFOPro software version has been updated



# **Software Troubleshooting: Support Options**

- The following resources are available for issues that users experience while operating the LIFOPro software:
  - Quick Assist Remote support app that is installed on all PCs with Windows 10 operating systems. Allows
    LIFOPro support staff to view and/or take control of your PC (accessed via start menu); contact LIFOPro at
    402-330-8573 M –F 8am 5PM CST in order to initiate remote support session & be provided Quick Assist code.
  - <u>LIFOPro Software Support Page</u> Contains a complete set of resources for LIFOPro software users
  - Submit a support ticket Available on the LIFOPro Software Support Page (https://www.lifopro.com/support)

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	Quick Assist	<ul> <li>C www.itepacempilepoort</li> <li>C www.itepacempilepoort</li> </ul>	$\leftrightarrow$ $\rightarrow$ $\circlearrowright$ $\textcircled{o}$ www.lifopro.com/support/	
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	Quick Assist       –       –       ×         Microsoft Quick Assist enables two people to share a computer over a remote connection so that one person can help solve problems on the other person's computer.       Note: The solution of the other person's computer.         State: Computer over a remote connection of the other person's computer.       Allow someone you trust to assist you by taking control of your computer. Please enter the 6-digit security code that was	Software Support Find LIFO-PRO software downloads, guides, instructions & resources. Submit a support ticket using the request form below for feel inical support with software issues.	Company Email* Email* What operating system are you using? Windows 70 Windows 7 Windows 8 Other Not Sure What version of the software are you using (version # located on the bottom right part of the LIFO-PRO software's Main Menu screen)* Explain the issue you are experiencing * Iam grating an error message when loading my data input sheet for IPIC LIFO calculations	
	Code from assistant Share screen Give assistance	Home + Software Support  IIFO-PRO Software BLS Index Files Release Update May 2020 CPI & PPI LIFO-PRO software data files are now available for download June 2020 PPI release date – Finday, July 10 @ 10am CST June 2020 CPI release date – Tuesday, July 14 @ Mam CST Latest software version & release date: 6.0.26 – 06/18/2020	Select the methodp) that you want to troubleshoot this issue Phone Email Remote support provided using Cisco WebEx screen share while on the phone) Any method Attach screenshotp) of the issue your experiencing or error message you're receiving (optional) Browse	
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