

General Information

by AuditSME - Web based Auditing Software MPERS

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1. How to Buy?

Please refer to sub-section on how to purchase each of the products.

Audit Full Package(<https://auditsme.com/how-to-buy/#audit-full-package-2>)

Worksheet Package(<https://auditsme.com/how-to-buy/#worksheet-package>)

Sample Selection Tools(<https://auditsme.com/how-to-buy/#sample-selection-tools>)

Asset and Loan Package(<https://auditsme.com/how-to-buy/#asset-and-loan>)

Timesheet System(<https://auditsme.com/how-to-buy/#timesheet>)

1.1. Audit Full Package

Audit Full Package is currently available in Malaysia (since our package only complies with Malaysia Company Act and Malaysia Reporting Standard)

Online subscription is not available.

For any enquiries regarding this package, please email(<https://auditsme.com/contact-us/>) us at sale@auditsme.com.

1.2. Worksheet Package

Worksheet package could be subscribed online.

Click here(<https://auditsme.com/store/cart.php>) to purchase the license key.

1.3. Sample Selection Tools

Sample selection tools could be subscribed online.

Click here(<https://auditsme.com/store/cart.php>) to purchase the license key.

1.4. Asset and Loan

Asset and loan package could be subscribed online.

Click here(<https://auditsme.com/store/cart.php>)
to purchase the license key.

1.5. Timesheet System

Timesheet package could be subscribed online.

Click here(<https://auditsme.com/store/cart.php>)
to purchase the license key.

2. System Requirement

Server

Processor: Intel Xeon E3 processor / Intel i5 processor or better and equivalent processor

Operating System: Window 7, Window 8, Window 10, Window Server 2008 or above

Hard Disk Space: 1GB for software installation

Memory (RAM) : 4 GB or above

Client Workstations

Browser Support: Mozilla Firefox is recommended for the most dependable browser experience.

Internet

Internet Connection High-speed internet connection is required for VPN or DDNS connection to access your office network from outside.

3. Installing Software

Installation

Installing AuditSME would take around 30 minutes.

1. Download installer from customer portal.
2. Run installer.
3. Install system database on your web server.
4. Activate license.

Once you have completed the installation and activated license successfully, you may log into AuditSME using the default username “**admin**” and password “**admin**”.

3.1. Download Installer

1. Log in(<https://auditsme.com/store/clientarea.php>) to customer portal.
2. Click on active products / services.

Welcome Back

Portal Home / Client Area

The screenshot displays the AuditSME client area dashboard. At the top, there are four summary cards: SERVICES (1), QUOTES (1), TICKETS (0), and INVOICES (1). Below these is a search bar with the placeholder text "Enter a question here to search our knowledgebase for answers...". The main content area is divided into four sections: "Unpaid Invoices" (1 invoice, total balance due of RM1200.00), "Your Active Products/Services" (Timesheet Package - Timesheet Package Unlimited), "Recent Support Tickets" (No Recent Tickets Found), and "Recent News" (AuditSME Version 3.005 - Core update released). A yellow callout box with a red arrow points to the "Timesheet Package - Timesheet Package Unlimited" item in the "Your Active Products/Services" section, with the text "Click on existing package".


(https://auditsme.com/wp-content/uploads/2018/02/download_installer1-1.png)

3. Click on Download Now.

Timesheet Package Unlimited

Portal Home / Client Area / My Licenses / Manage License

Latest Download

 Download Now

License Key

Timesheet-79c92b6f4139a0



Cancel

Valid IPs

00-15-00-0A-9E-1C

Valid Directory

C:\mysite\timesheet\function

(https://auditsme.com/wp-content/uploads/2018/02/download_installer2.png)

3.2. Run installer

Prerequisites

This installer will set up an apache server, “Window Apache Postgres PHP (WAPP)” stack on the device that act as your **server**.

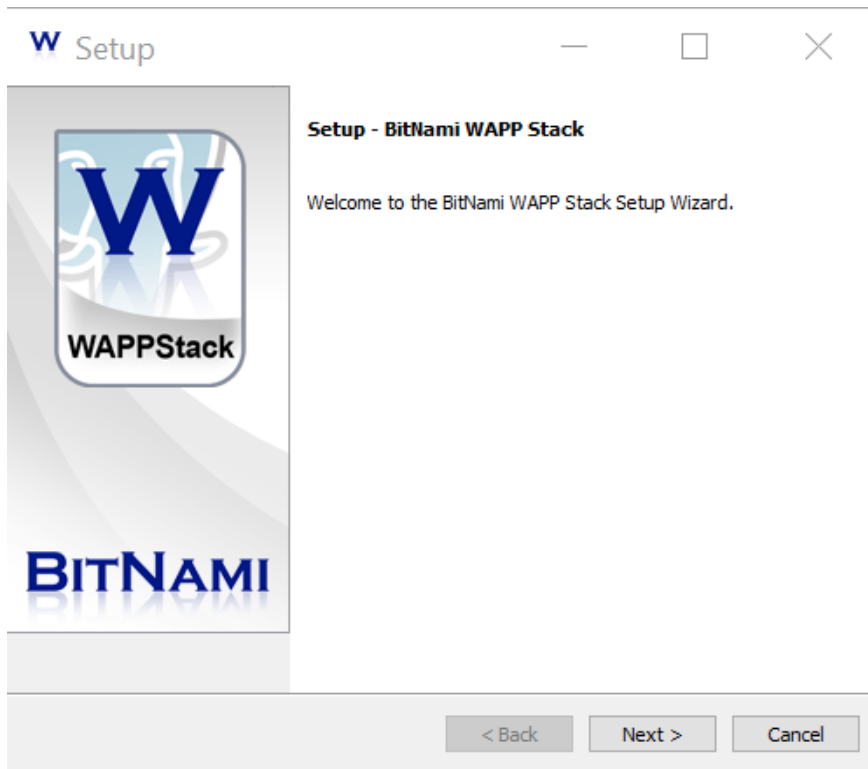
Take note that installation is required on **server only**.

Installation on each workstation is not required.

Installation

At your server, download and run .exe installer on your **server** and follow the steps below:

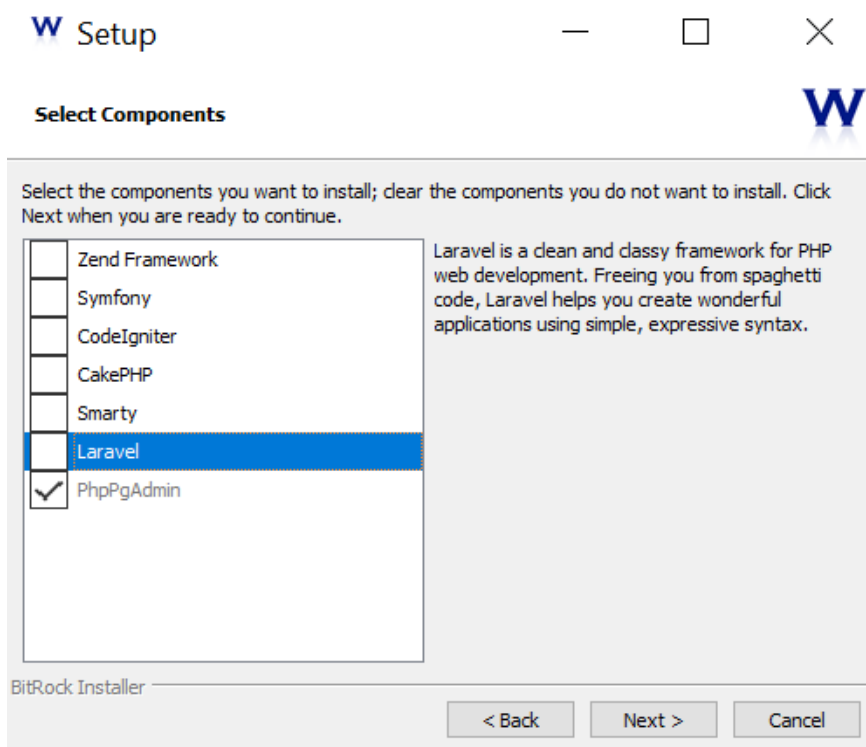
1. Click **next**.



content/uploads/2018/02/installer1.png)

(<https://auditsme.com/wp->

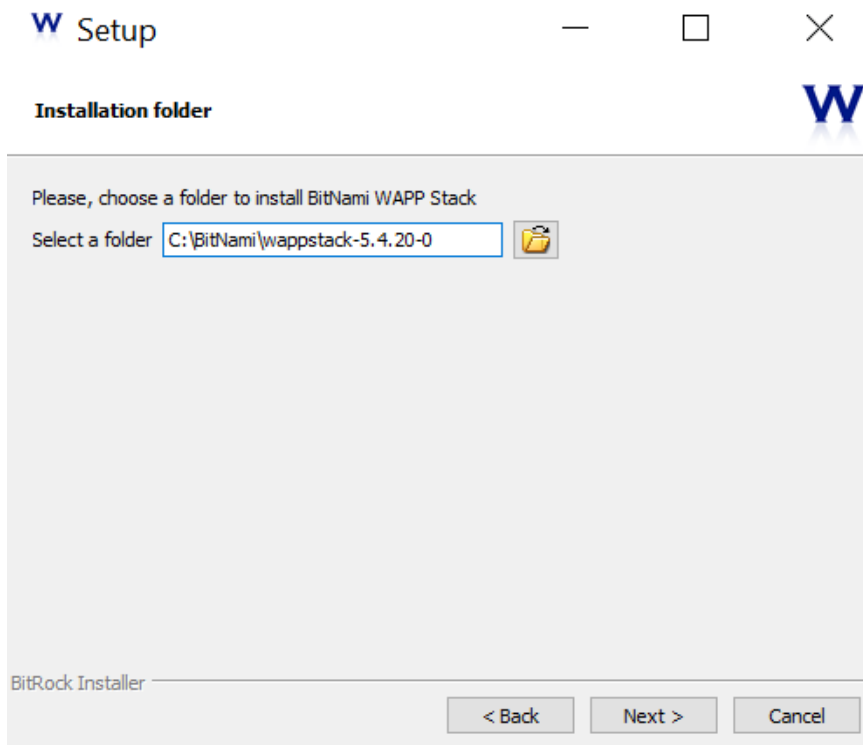
2. **Untick all the items** except



“phppgadmin”.

(<https://auditsme.com/wp-content/uploads/2018/02/runinstaller2.png>)

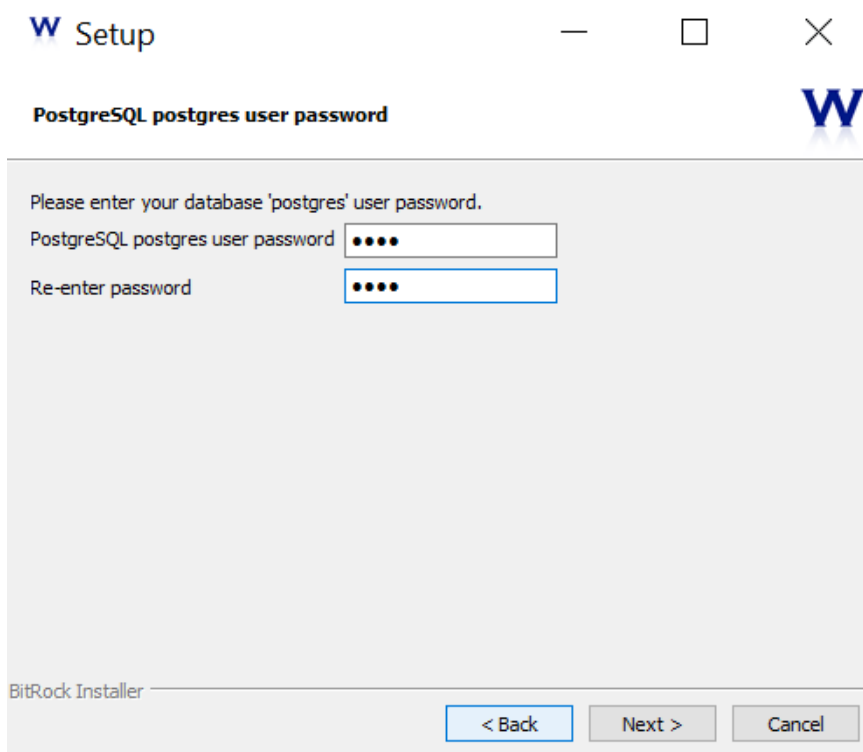
3. Use **default installation path**.



content/uploads/2018/02/runinstaller3.png)

(<https://auditsme.com/wp->

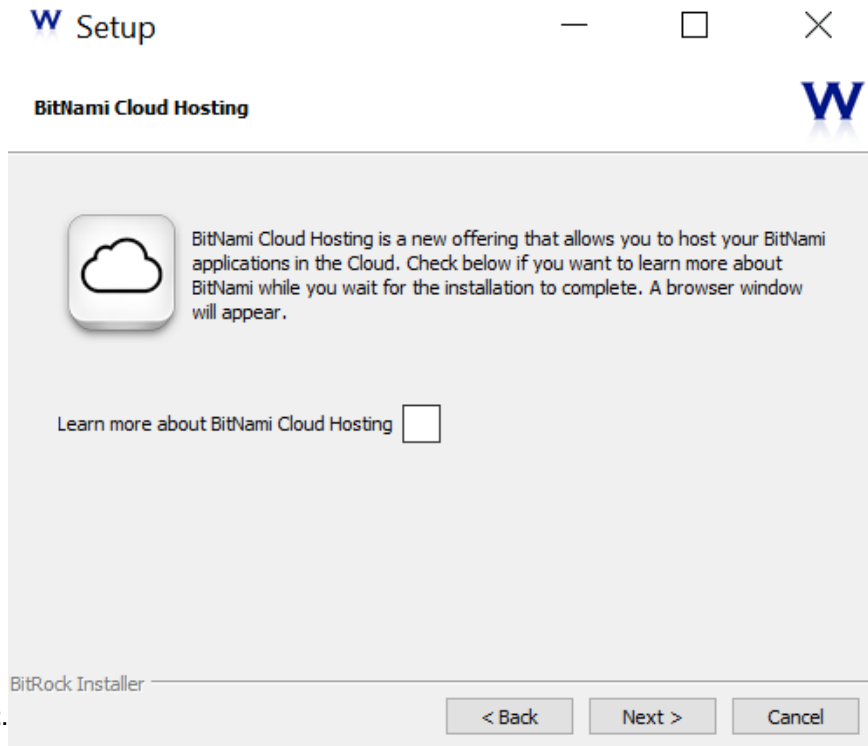
4. Enter **password** “1234”.



content/uploads/2018/02/runinstaller4.png)

(<https://auditsme.com/wp->

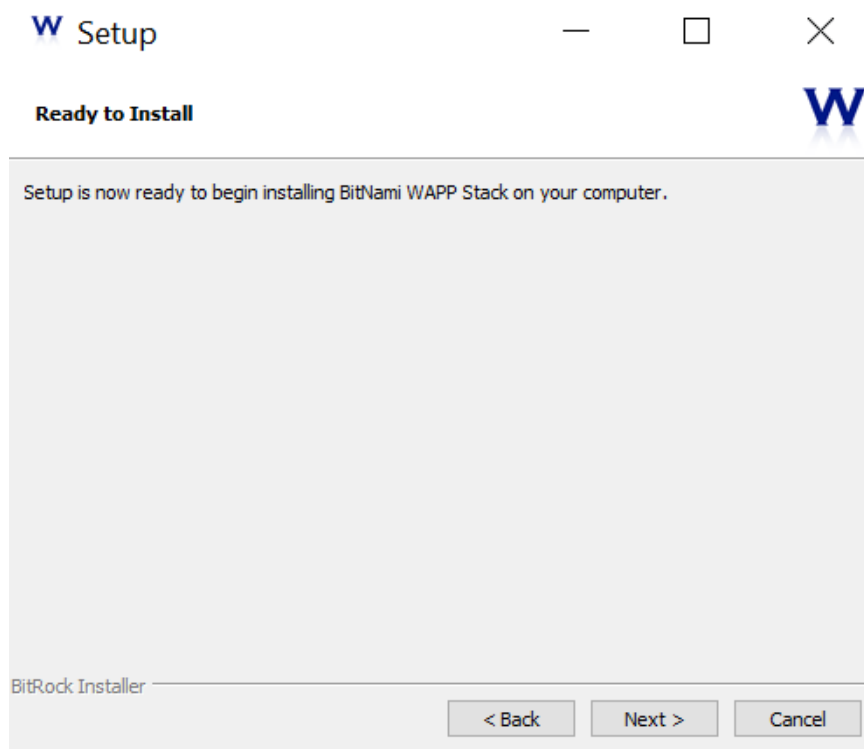
5. Untick “learn more about Bitnami Cloud Hosting”, and



click **next**.

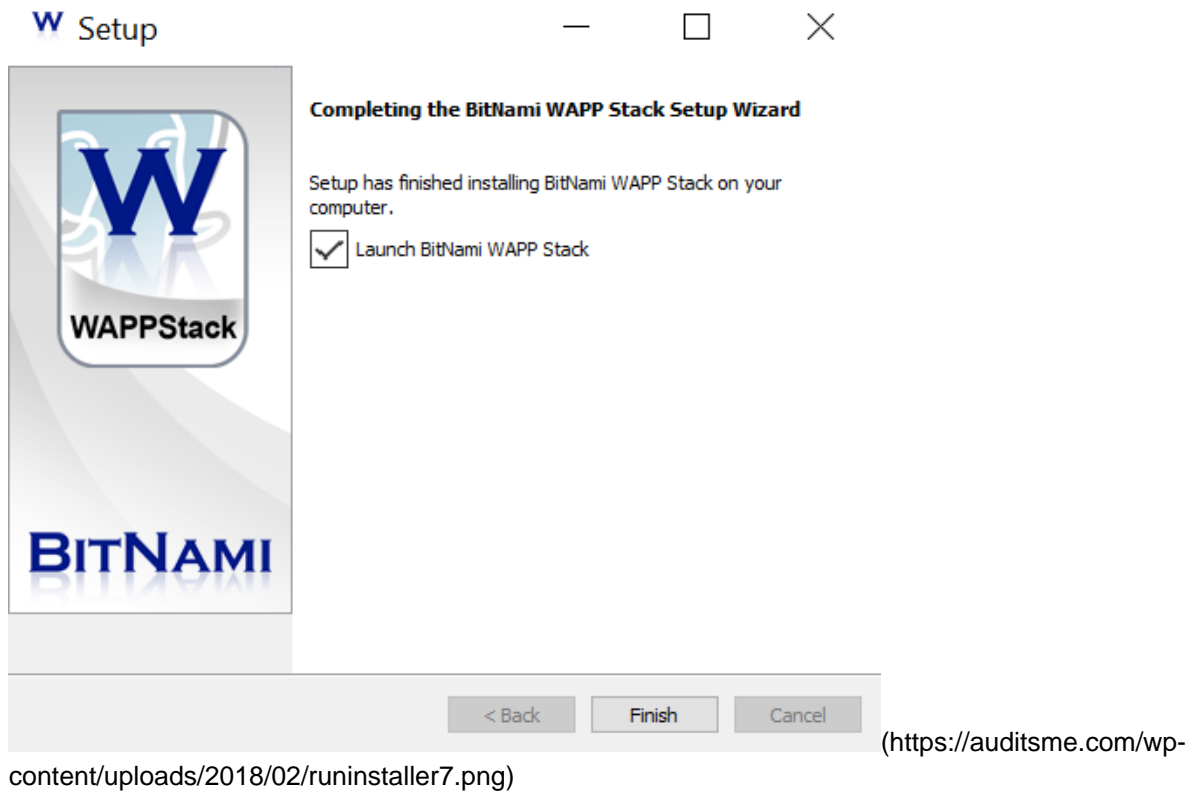
(<https://auditsme.com/wp-content/uploads/2018/02/runinstaller5.png>)

6. Click **next** to start installing software.



(<https://auditsme.com/wp-content/uploads/2018/02/runinstaller6.png>)

7. Once the installation is finished, click on **Finish** button.



**If your HTTP port 80 has been occupied by another web server (example: IIS), the system will notify you to install WAPP stack on other port.

3.3. Install Database

Once you have completed the software installation, you could proceed with the creation of empty database on your web server.

If you installed WAPP stack on port **other than default HTTP port, port 80, you have to indicate your port number after your web address.

Installation on port 80 : <http://localhost/xxxxx/install.php>

Installation on **port 8000** : <http://localhost:8000/xxxxx/install.php>

Timesheet Database Installation

1. Run <http://localhost/timesheet/install.php> at your web browser, eg. Mozilla, Chrome, Edge etc

INSTALL TIMESHEET PACKAGES (WEB-BASED SOFTWARE)

Please make sure that connection status of installed softwares and required scripts are OK before installing web and database scripts

Installed Softwares	System Information	Status
Server Hostname	auditonline	OK
Server HTTP Host	localhost	OK
Mac Address	Ethernet adapter ethernet:	Not available
	Wireless adapter ethernet:	34-02-96-69-56-5C
	Other adapter (auto detection):	00-AC-FE-AE-10-F4
Internet connection to activate license	www.auditme.com(auditSME license server)	OK
	www.google.com	OK
Apache web server	Apache	OK
Apache Server Root	C:\BitNami\wappstack-5.4.20-0\apache2	OK
Apache Document Root	C:\mysql\limesheet	OK
Apache configuration script (modules)	C:\BitNami\wappstack-5.4.20-0\apache2\apps\mysql\conf\admin.conf	OK
	C:\BitNami\wappstack-5.4.20-0\apache2\apps\mysql\conf\audit.conf	OK
PHP	Php configuration files: C:\BitNami\wappstack-5.4.20-0\php\php.ini	OK
	php postgres module	OK
	php cURL module	OK
	Php GD module	OK
	Php Mbstring module	OK
	Php Zip module	OK
	ionCube Loader	OK
	Postgres Server	Version 8.3.3
Postgres command path	C:\BitNami\wappstack-5.4.20-0\postgres\bin\pg_dump.exe	OK
	C:\BitNami\wappstack-5.4.20-0\postgres\bin\pg_restore.exe	OK
	C:\BitNami\wappstack-5.4.20-0\postgres\bin\pg_dumpall.exe	OK
	C:\BitNami\wappstack-5.4.20-0\postgres\bin\psql.exe	OK
System database scripts	C:\mysql\limesheet\masterTemplate\limesheet.backup	OK

(https://auditme.com/wp-content/uploads/2018/02/install_database1.png)

3. A system message “Install system database successfully!” will pop out once the installation of database is completed.
4. You have to **activate license** in order to use the software.

Sampling/Asset Loan/Worksheet package Database Installation

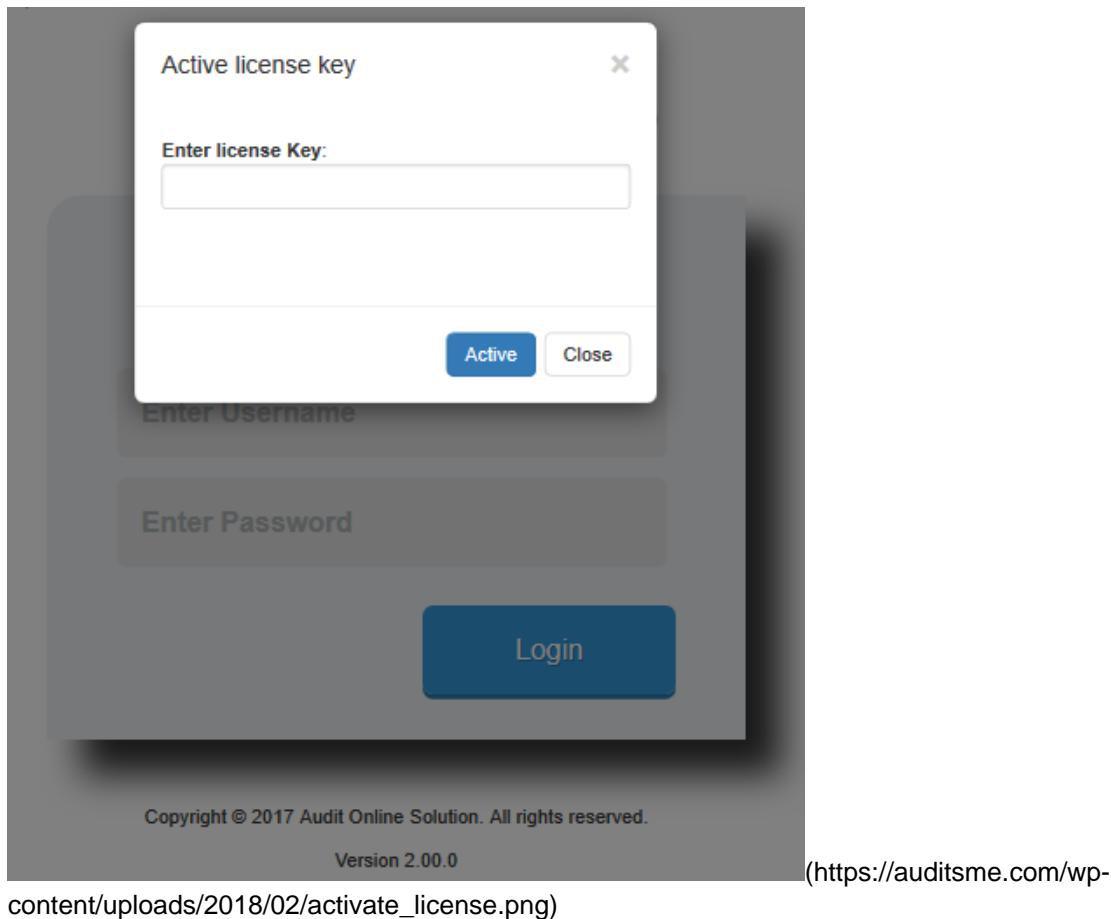
1. Run <http://localhost/admin/install.php> at your web browser, eg. Mozilla, Chrome, Edge etc
2. Click on **install** button.
3. A system message “Install system database successfully!” will pop out once the installation of database is completed.
4. You have to **activate license** in order to use the software.

3.4. Activate License

After installing system company database, a pop-up dialogue box will appear.

Obtain license key from client portal, then key in the license key to activate the license.

2. Click on **install** button.



4. Access Software from Local Network

You are able to access the software if your workstation is locally connected to the server through local area network (LAN) or Wireless Local Area Network (WLAN).

No other installation is required on the workstation.

Please follow the procedure below:

1. Identify the IP address of the server. Please refer the guide on 4.1 (<https://auditsme.com/how-to-buy/#setup-static-ip-address-for-server>) if you do not set up static IP address for your server.

2. Open your web browser Mozilla Firefox.

3. At the address bar, type

<http://{ip-address}/timesheet> to access timesheet software

<http://{ip-address}/audit> to access audit software

4. If you install software on other port, for example, port 8000, type on the address bar

<http://{ip-address}:8000/timesheet> to access timesheet software

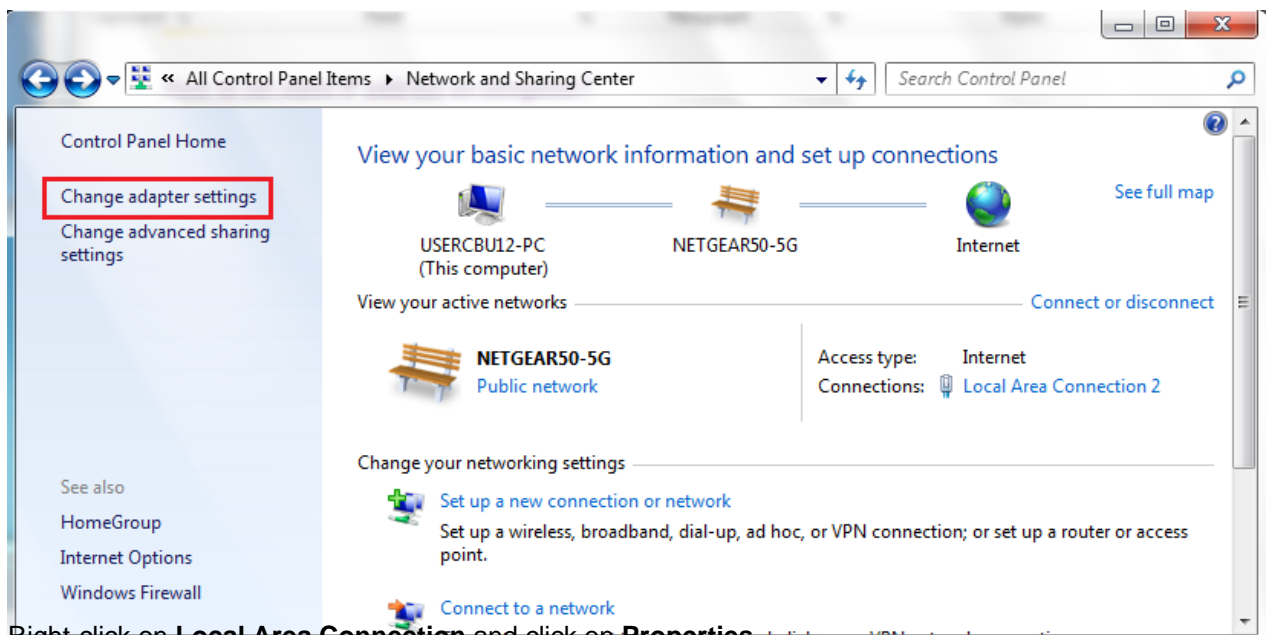
<http://{ip-address}:8000/audit> to access audit software

4.1. Set up Static IP Address

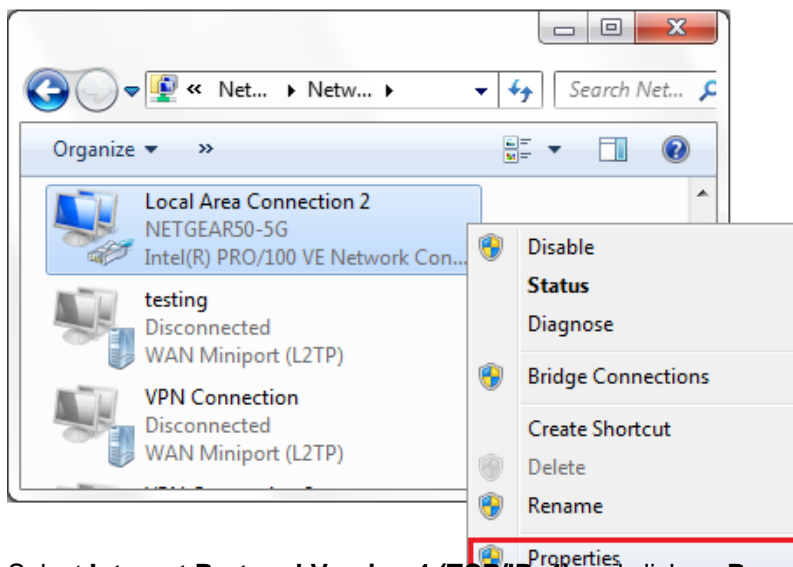
You need your server to **retain the same IP address** each time you boot up.

To set a static IP on your Windows computer:

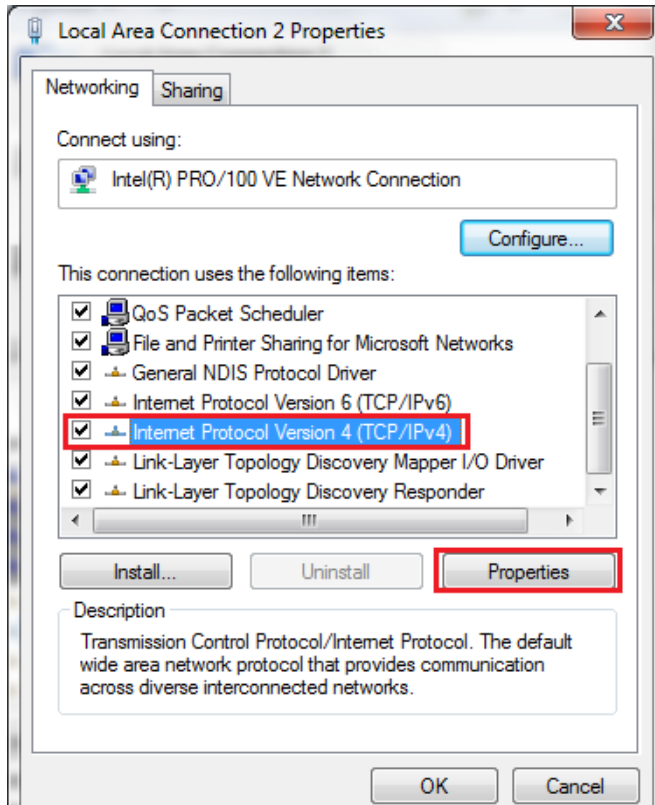
1. Click **Start Menu > Control Panel > Network and Sharing Center**. (For Windows 8 and higher, search for and open Control Panel and select Network And Internet).
2. Click **Change adapter settings**.



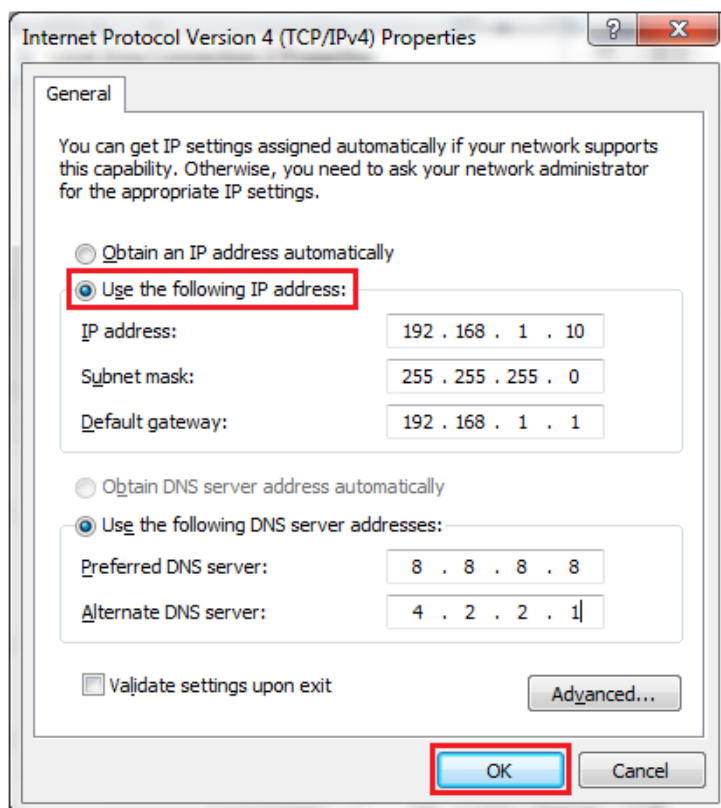
3. Right-click on **Local Area Connection** and click on **Properties**.



4. Select **Internet Protocol Version 4 (TCP/IPv4)** and click on **Properties**.



5. Select "Use the following IP address" and enter the IP address, Subnet Mask, Default Gateway. Click **OK** and close the Local Area Connection properties window.



4.2. Open TCP port on firewall

You need to ensure that TCP Port 80 (or any custom port when you install WAPP server) is open for incoming communications, in the firewall software running on the AuditSME server system.

Steps

The following instructions are for opening TCP Port 80 in the Window Firewall – the firewall software included with Windows. If you are using an alternate firewall, please consult their documentation

1. From the Windows Start menu, open **Control Panel**.
2. Select **Windows Firewall**.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-1.png?w=640&tok=d6568c)

3. Select **Advanced settings** in the left column of the Windows Firewall window.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-2.png?w=640&tok=19ed79)

4. Select **Inbound Rules** in the left column of the Windows Firewall with Advanced Security window.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-3.png?w=640&tok=9585c6)

5. Select **New Rule** in the right column.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-4.png?w=640&tok=c0e4de)

6. Select **Port** in the New Inbound Rule Wizard and then click **Next**.

Note: Do not create a **Program** rule – you must create a **Port** rule.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-5.png?w=640&tok=18f1f2)

7. Select which protocol this rule will apply to **TCP**, select **Specific local ports**, type port number **80** (or custom port), and then click **Next**.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-6.png?w=640&tok=f55b00)

8. Select **Allow the connection** and then click **Next**.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-7.png?w=640&tok=8f3f63)

9. Select when this rule applies (check all of them for the port to always stay open) and then click **Next**.

(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-8.png?w=640&tok=4a95ec)

10. Give this rule a name and then click **Finish** to add the new rule.

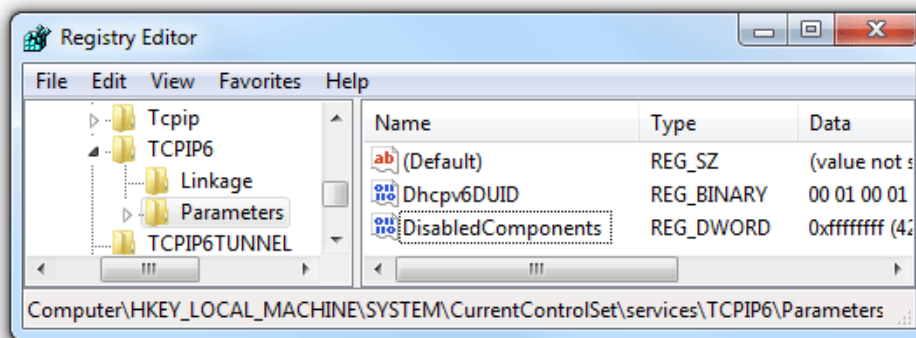
(https://wiki.mcneel.com/_media/zoo/open-port-windows-7-firewall-9.png?w=640&tok=458dd0)

TCP Port 80 is now open and ready to be used.

4.3. Disable IPv6 (Optional)

You could disable ipv6 address to speed up performance. The proper way to **disable IPv6** is to **disable** via the registry.

1. First, click on the Start Button and type in **regedit** and hit Enter.
2. Then, navigate through **HKEY_LOCAL_MACHINE, SYSTEM, CurrentControlSet, services, TCPIP6 and Parameters**.
3. Right click on Parameters and select New and then DWORD (32-bit) Value.
4. Name the new value DisabledComponents and hit Enter.



(<https://auditsme.com/wp-content/uploads/2018/02/DisableIPv6.png>)

5. Now right click on the new DisabledComponents value you just created and select Modify.
6. Set the value of DisabledComponents to **FFFFFFFF** and click OK.
7. After a reboot IPv6 will be disabled on all interfaces.

4.4. Common Troubleshoot Problem

No	Error	Possibly Reason	Solution
1	Other computers could not access the audit software.	Firewall blocked.	Go to window firewall with advanced security, at inbound firewall rule, add a TCP/UDP port and allow port 80.
2	Apache server couldn't be started.	Port 80 is occupied with other web-based application.	Change your apache port into other port numbers ,i.e. 8080, and try to restart apache.
3	Performance is very slow.	Too many software run simultaneously on the server.	Recheck the server specification. Add new RAM into your server or delete some program.

5. Access Software from Public Network

6. Updating Package

Note for AuditSME full package users: First-year maintenance charge is free as part of our concession. Please

make sure you have **paid the maintenance fee** for the downloaded link to be available after one year free maintenance period.

We always recommend staying up-to-date with AuditSME in order to benefit from the latest development and improvements, and you can do that either by having us perform the update for you or by updating as per the steps below.

Download the new installer

1. Login(<https://auditsme.com/store/clientarea.php>) to your customer area on our website.
2. At **Your Active Products/Services** Tab, select your active product.
3. At **Overview** tab, click on **Downloads**.
4. Click on **download button** under the latest AuditSME version.
5. Download started.

Perform full system backup

Make a Full Backup – We cannot stress enough how important it is to **always** take a full backup before attempting any kind of update.

1. **Log in** as administrator or user with manager and administrator privilege.
2. Select main menu: **admin > company database > backup all individual database**
3. Select button **create backup copy**.
4. Be patient and wait for backup process to complete.

Install new updates

1. Run latest .exe file that you have just downloaded.
2. Follow the installation procedures.
3. Once completed, log in to software and updating process starts (wait 1 minutes)
4. You should now be able to use latest version of auditSME.

7. Migrating Software

CAUTION:

To keep safe of your company data, Please keep a copy of **C:/mysite** and **C:/BitNami** folder at your old server until the new server has been configured and running smoothly.

1. At your **old server**, perform a full back up on AuditSME.

Admin > System backup and restore > backup all companies

2. At your **new server**, download the software package from customer area.

1. Login(<https://auditsme.com/store/clientarea.php>) to your customer area on our website.
2. At Your **Active Products/Services** Tab, select your active product.
3. At **Overview** tab, click on **Downloads**.

4. Click on **download button** under the latest AuditSME version.
 5. Download started.
3. At your **new server**, install the software(<https://auditsme.com/how-to-buy/#installation-guide>)
- .
4. You will reach the login page and a dialogue box requires you to enter the **license key** to activate your product. Ignore the message.
 5. Copy **C:/mysite** folder from your **old server**, and paste into **C:/mysite** of your **new server**.
- **Noted that you will overwrite "mysite" folder.
6. At your **new server**, proceed with the license activation. In order to use the same license key for the new server, you must reissue license with the following steps:
 1. Login(<https://auditsme.com/store/clientarea.php>) to your customer area on our website.
 2. At Your **Active Products/Services** Tab, select your active product.
 3. At the **Action** Tab, click on **Reissue License**.
 4. Go back to the software page, **enter the license key** to reactivate the product.
 7. At your **new server**, go to **admin > system backup and restore > restore all companies**.
 8. Now you have completed the migration. Please log in to 2 to 3 companies and check on your financial statement. This measure is to confirm that the report settings are migrated.
 9. At your **old server**, you could proceed with the uninstallation of the AuditSME software.
 1. Go to Add or remove program.
 2. Uninstall BitNami WAPP Stack.

8. Upgrading Package

9. Termination of Services