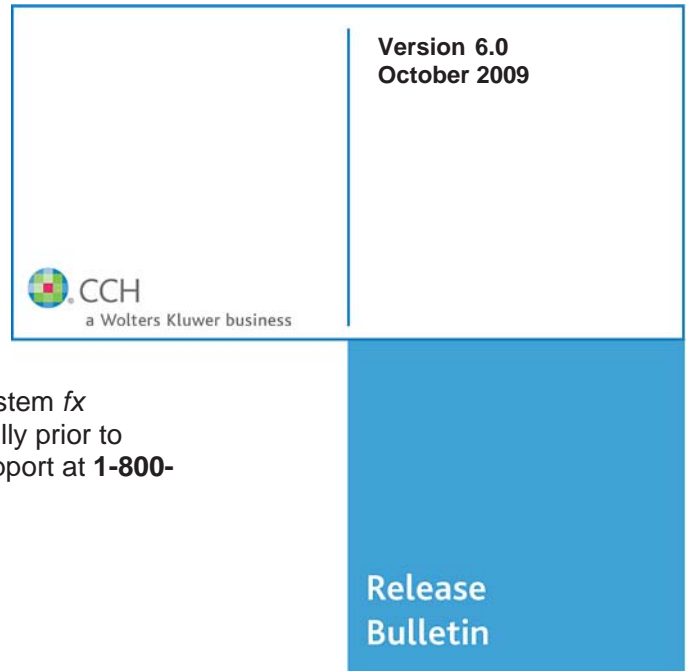


# ProSystem fx<sup>®</sup>

Welcome to ProSystem fx Engagement!

This bulletin provides important information relating to ProSystem fx Engagement version 6.0. Please review this bulletin carefully prior to installation, and if you have any questions, call Technical Support at **1-800-PFX-9998**.



## NEW IN THIS RELEASE

The following features are available in this release:

**Full Integration with Knowledge Coach**, CCH's new audit planning and workflow tool. ProSystem fx Knowledge Coach streamlines audit processes through the use of intelligent engagement tailoring, dynamic linking of risks to audit programs, extensive diagnostics, and automated flow of information across workpapers. Knowledge Coach leverages many of Engagement's paperless workflow features such as central and local file room management, document sharing, sign-offs, and others.

**Conversion of Knowledge Tools Workpapers to Knowledge Coach** will be provided for selected workpapers in ProSystem fx Engagement so that Knowledge Tools customers can take advantage of the dynamic Knowledge Coach content. The conversion update will be available later this year. Please refer to Knowledge Base article SW26288 for a detailed list of workpapers that will convert from Knowledge Tools to Knowledge Coach.

**Trial Balance Database Changed from Microsoft Access to SQL** in order to store the trial balance data in a structured format that is more robust, secure, and has better overall performance than older database technologies. SQL (Structured Query Language) database is the most widely used database technology in today's computing environment.

**Trial Balance Conversion Utility** is provided for converting trial balance data stored in Microsoft Access databases to an SQL database. This utility can be used to batch convert trial balances on the server or, if preferred, the data can be converted automatically during the binder synchronization process.

**A Link to CCH's IntelliConnect Product** has been provided for quick access to a revolutionary research platform that will streamline your workflow, improve accuracy and efficiency, and give you unprecedented access to CCH's world-class content. IntelliConnect is the most powerful tax research platform available.

**A Link to Capital Confirmation, Inc. Website** has been provided for quick access to a tool for managing secure online confirmations. Confirmation work may then be saved directly into the Engagement binder.

**Improved Trial Balance Report Refresh Speed** is provided for several of the largest reports that take the most time to refresh, providing significant efficiency when working with TB reports.

**Trial Balance and Knowledge Coach SQL Server Bins** are provided for storing and managing data.

**Database Backup and Restore Utility Updated** to include the new Trial Balance and Knowledge Coach SQL databases.

**Accounts Grouped to F38 Tax Lines** will now transfer to the 2008 Individual ProSystem fx Tax return.

**Client Folders Now Retain the Sort Order** in the Local File Room according to Client ID or Name.

**Only One Reviewer Sign Off is Needed** to clear a modified flag, even if two reviewers signed off prior to the workpaper being modified after sign-off.

**Microsoft SQL Server 2008** is supported.

**64-bit Microsoft SQL Server 2005** is supported.

## **IMPORTANT NOTES**

### **ProSystem fx Engagement Now Shipped on DVD**

This change of media is due to the increased size of the components and supporting files. If you require CD media, please contact Customer Service for a CD containing the installation and supporting files.

### **Conversion of Trial Balance Microsoft Access Databases to SQL Database**

A Trial Balance Conversion Utility is provided for converting trial balance data stored in Microsoft Access databases to an SQL database. If preferred, the trial balance data can be converted automatically by synchronizing binders between a central file room and local file room or between local file rooms. Please note the synchronization process will be slower when trial balances exist in the binder which have not already been converted. After the conversion of trial balance data from Microsoft Access to SQL, firms should expect their SQL databases to increase in size. A separate Trial Balance Conversion Guide is provided for detailed information about the conversion process. This guide can be located on the ProSystem fx Engagement DVD in the Documents folder.

### **Detail Account Sorting**

Since the trial balance is now stored in an SQL database, the trial balance detail accounts will sort based on standard SQL sorting. This is slightly different from the sort of detail accounts in releases of Engagement prior to 6.0. For example, if you have an account number which is all numeric, followed by accounts that begin with the same first digit but include dashes in any of the other digits, the dashed accounts will sort before the all numeric number in Engagement 6.0.

### **Office 2007 Must be Installed to Work with Knowledge Coach Content**

New features that are part of the Knowledge Coach product require functionality that is only supported in Microsoft Office 2007.

### **Knowledge Coach Not Supported in Shared File Room**

For the v. 6.0 release of ProSystem fx Engagement, working with Knowledge Coach content is not available when the local file room is shared.

### **Toolbars**

After upgrading to Engagement version 6.0, the icons in the Binder View toolbar may be shifted to the left resulting in the wrong functionality associated with a button's icon. To correct the issue please click on the Tools drop down menu and select Customize. When the Customize window appears please click on the Reset Toolbar button. After the toolbar has been reset, the Binder View buttons should be associated with the correct functionality.

## **Installation**

For detailed information regarding the installation and configuration of ProSystem fx Engagement, please refer to the Installation Guide and Networking Best Practices documents. These documents and others can be found in the Documents folder on the Engagement DVD. Additionally, they are available for download from the Engagement Support Web site located at:

<https://support.cch.com/engagement>.

Installation of ProSystem fx Engagement v. 5.0 or higher is required for upgrades to Engagement v. 6.0. Installation of v. 6.0 requires that all Engagement office servers and workstations be upgraded. If you are currently using a version prior to v. 5.0 and require assistance upgrading, please contact Technical Support at 1-800-739-9998 option 6, option 2.

Engagement allows for mass deployment/installation by way of pushing the install to computers. Installs using an MSI file vary depending on what deployment tool is used. For instructions on how to complete the installation with an MSI package using Active Directory, please refer to the Administrator's Guide to Pushing Engagement MSI Installation. If you are using a deployment tool other than Active Directory, please consult your deployment application documentation for further instructions on how to push the install with an MSI package.

The minimum system memory for Engagement Administrator or Workpaper Management modules on a 32-bit computer is 2 GB. ProSystem fx Engagement requires MDAC 2.8 SP1 or higher on each workstation. If the program detects a lower MDAC version, you will receive a prompt during the installation to upgrade your MDAC version.

**ATTENTION:** Ensure that a current backup is completed before and after converting to v. 6.0. Additional information about the ProSystem *fx* Engagement Database Backup & Restore utility can be found on the Engagement DVD.

**IMPORTANT:** When upgrading the ProSystem *fx* Engagement Admin module from v. 5.0 or higher, users that have changed the logon account for the PFXSYNPFTService to allow workpapers to reside on a remote server will be required to reset this user name and password after the installation of v. 6.0. Failure to do this will result in synchronization attempts being locked.

During the installation of the ProSystem *fx* Engagement Administrator module, the creation of the bin databases for storing binder information will default to the installation directory (x:\Pfx Engagement\Admin\Data). If you prefer the bin to be created in a location other than the Admin installation directory, you **must** change the bin directory path on the *Choose Bin Database Path* dialog during the installation. Please refer to the Installation Guide for additional information.

Please refer to the Networking Best Practices document on the Engagement DVD for specific user rights requirements.

## **ATTENTION WINDOWS 2000 AND OFFICE 2000 USERS**

Support for Microsoft Windows 2000 Server, Microsoft Windows 2000 Professional, and Microsoft Office 2000 has been discontinued.

## **ATTENTION WINDOWS SERVER 2008 USERS**

Although v. 6.0 is supported with Windows Server 2008, upgrading to ProSystem *fx* Engagement v. 6.0 from any Engagement versions prior to v. 5.7.1 already installed on Windows Server 2008 is not supported. If a version prior to 5.7.1 is installed on Windows Server 2008, it may be necessary to migrate that installation to a supported Windows version in order to ensure a successful upgrade.

## **ATTENTION NOVELL NETWORK USERS**

ProSystem *fx* Engagement v. 6.x utilizes Microsoft SQL database architecture; however, Engagement is fully compatible with Novell networks with one additional requirement. The SQL databases must reside on a computer with a Windows-based operating system (Windows XP Professional, Windows Vista, Windows 2003 or Windows 2008) and must be visible to the Novell network. All workpapers can be maintained and stored on the Novell file server. For more information, please refer to the Networking Best Practices document.

## **SQL Express / SQL Upgrade**

SQL Express is a free database management tool that may be ran in conjunction with Engagement. If firms choose to purchase Microsoft SQL Server 2005 or Microsoft SQL Server 2008, there may be additional licensing costs associated. Please refer to <http://www.microsoft.com/sql/howtobuy/default.mspx> for detailed licensing options for Microsoft SQL Server 2005 or <http://www.microsoft.com/Sqlserver/2008/en/us/how-to-buy.aspx> for detailed licensing options for Microsoft SQL Server 2008.

**IMPORTANT:** Version 6.0 supports Microsoft SQL Express 2005 or 2008 and Microsoft SQL Server 2005 or 2008 as its database management tool. MSDE and SQL Server 2000 are no longer supported.

## **Conversion**

**IMPORTANT:** Prior to installation, ensure there is a successful backup of the Engagement databases, workpapers, and templates. For additional information, please refer to the ProSystem *fx* Engagement Database Backup & Restore Instructions located on the ProSystem *fx* Engagement DVD or the Support Web site.

## **Binders**

When upgrading, the Engagement binder databases will be converted during the installation process.

## Templates and Binder Packages

All binder templates must be converted from the Workpaper Management module after installing v. 6.0. Binder templates created in v. 4.0 or later may be converted directly to v. 6.0. Binder template conversion must be run on a machine with a local installation of Engagement Workpaper Management; users in a Citrix or Terminal Services environment should convert the binder templates in a non-Citrix or non-Terminal Services environment. The binder templates can then be copied to the Citrix or Terminal Server.

Trial balance templates created in v. 4.0 or higher can be converted via a process provided on the File menu of the ProSystem *fx* Engagement File Room.

Binder packages created in v. 4.0 or higher will automatically be converted to v. 6.0 when received into a local file room. Binders archived in v. 4.0 or higher may be unarchived with v. 6.0. Binder backups created in v. 4.0 or higher can be restored into v. 6.0.

## Trial Balances

Trial balances can be converted at a Central File Room or Local File Room level after the installation of ProSystem *fx* Engagement by using the Trial Balance Conversion Utility. Alternatively, trial balances can be converted automatically during synchronization of the binder. Converting trial balances during the synchronization process will increase synchronization times.

## Database Backup and Restore

**CRITICAL:** Regular nightly backups of Engagement databases, workpapers, and templates will enable you to restore them in the event of a hardware failure or other disaster. If you require assistance in setting up a scheduled nightly backup or ensuring your current backup is capturing all necessary files, please contact Technical Support at 800-739-9998, option 6, option 2.

During the installation of the v. 6.0 Engagement Administrator module, the Database Backup and Restore utility will automatically be installed to the x:\Pfx Engagement\Admin\Utilities\Backup Restore directory.

**IMPORTANT:** If you are currently using a third party backup software to backup the Engagement databases, you will not be able to restore a single binder to the central file room. The ProSystem *fx* Engagement Database Backup and Restore utility allows the restoration of a single binder or an entire central file room.

For additional information about the Database Backup and Restore utility or instructions on setting up a scheduled task for the nightly backup, please refer to the ProSystem *fx* Engagement Database Backup and Restore Instructions located on the Engagement DVD. Additionally, the Database Backup and Restore Instructions are available for download from the ProSystem *fx* Engagement Support Web site.

## Microsoft Windows Vista

When running the ProSystem *fx* Engagement Configuration Utility in a Windows Vista environment with User Account Control (UAC) enabled, the Interactive Services Detection service must be running. The recommended best practice is to configure the Interactive Services Detection service to start automatically.

Virtualization included in Microsoft Windows Vista limits users' rights to certain directories with User Account Control (UAC) enabled. Due to these limitations, it is recommended that ProSystem *fx* Engagement not be installed to the C:\Windows, C:\Windows\System 32, or C:\Program Files directories. For additional information refer to Microsoft's Windows Vista Application Development Requirements for User Account Control Compatibility document at <http://www.microsoft.com/downloads/details.aspx?FamilyID=BA73B169-A648-49AF-BC5E-A2EEBB74C16B&displaylang=en>. Please contact Technical Support for installations of ProSystem *fx* Engagement v. 6.0 or higher that currently exist in these locations.

## Microsoft Office 2007 Compatibility

Newly created Microsoft Office workpapers can be inserted in the binder using the new Office 2007 formats; however, conversion of existing workpapers to the new Office 2007 file formats must be performed outside of the Engagement binder. Conversion of workpapers to the new Office 2007 formats is not required as files from all versions of Office can co-exist within the binder. Microsoft's Office Compatibility Pack is required when using Office 2007 documents with previous versions of Office.

## Microsoft Office 2007 Ribbon

The Engagement menu items will appear both on the Ribbon and on the Add-Ins tab. It is possible to disable the Engagement Ribbon functions by going to the Excel/Word Options and choosing Add-Ins. Select Manage COM Add-ins and deselect Pfx.Ribbon.ExcelAddin (for Excel) or Pfx.Ribbon.WordAddin (for Word) from the list of Add-ins available.

## Microsoft Office 2007 OLE Linking

Microsoft has confirmed there is an issue with creating OLE links with Microsoft Excel 2007 and Microsoft Word 2007. The new XLSX and DOCX file formats do not maintain the integrity of the links if the files are moved to a new location. This affects workpapers using the new file formats once the binder has been synched and opened on a different user machine. Microsoft identifies the cause of the issue is the change to the open XML format. The XML formats retain a path to the original file location. Moving the file causes the link to be broken due to it not being able to update the new file path location. Additional information from Microsoft can be found in the following KB articles.

<http://support.microsoft.com/?id=961102>

<http://support.microsoft.com/?id=961244>

Microsoft will be providing a fix for this issue. Microsoft has not established a release date for the fix.

This issue does not affect existing OLE links created with Office 97 through Office 2003 using the .doc or .xls file extensions.

The current workaround is to use Office 97-2003 file formats instead of Office 2007 file formats (.docx and .xlsx).

Existing Office 2007 files that contain OLE links will need to be saved outside of Engagement using the Office 97-2003 format and then reinserted using New Workpaper from File.

## Office Servers / Administrator Module

Changing the computer name after Engagement is installed is not recommended in v. 6.x. Changing the computer name may cause login failures, synchronization failures, and database errors.

System time clocks must be synchronized across all office servers to ensure proper data flow between servers. Failure to properly ensure that all time clocks are synchronized before performing Administrator module functions may result in data loss.

Static IP addresses are recommended for all Office Servers. Please refer to the Networking Best Practices for more information.

All office servers should be synchronized before adding a new office server or updating to a new version of Engagement.

All Administrator users must have access and rights to the Admin Share directory on all office servers.

## Export to Tax

Consolidated trial balances that are utilizing the M-3 functionality must be exported to ProSystem *fx* Tax using the GL Bridge option.

The GoSystem Tax Schedule M-3 tax codes may be used to produce tax trial balance reports within Engagement; however, they are not compatible with GoSystem Tax and will not be imported to the GoSystem Tax return.

The “Exempt Org – GoSystem Tax” grouping for 990’s may be used to produce tax trial balance reports within Engagement; however, this grouping is not compatible with GoSystem Tax and will not be imported into the GoSystem Tax return.

Dynalink from Engagement to Global *fx* Tax through a Citrix session is not supported.

Dynalink to both Global *fx* Tax and the desktop application for a single client is not supported.

When using the Dynalink option to export trial balance data to ProSystem *fx* Tax, the Employer ID # (EIN) used for the Dynalink configuration on the Tax Software Interface dialog in Engagement must be unique. If you have multiple clients that will be using the same EIN, please add additional characters to the end of the EIN to make each one unique (i.e., 99-9999999-1).

## **Synchronization**

Synchronization utilizes two services for data transfer. The services are PFXSYNPFTService.exe and PfxEngDesktopService.exe. For further information regarding these services and how they function, please refer to the Networking Best Practices document.

You can also refer to the Networking Best Practices document for guidance on configuring workpaper storage on a Novell file server.

## **Shared File Room**

The Add/Remove Tax Grouping utility is not supported for use with Shared File Room. The ProSystem *fx* Knowledge Tools library utilizes Compiled HTML Help (CHM) files. There is a known issue with not being able to access CHM files from a network location. This affects how Knowledge Tools functions with Shared File Rooms. For the Knowledge Tools CHM files to be accessible in Shared File Room, the machine name of the host machine must be added to the Trusted Sites list within Internet Explorer. Please see the following Microsoft Knowledge Base article on the issue:

<http://support.microsoft.com/kb/896054/>

## **General**

Engagement toolbar customizations may be made using a 1024x768 or greater screen resolution. Lower screen resolutions may result in the inability to view additional toolbar buttons added to the Engagement toolbar.

Large fonts are not supported by ProSystem *fx* Engagement.