

ProSystem fx® Engagement & ProSystem fx® Knowledge Coach

Version 6.11/1.11
July 2012



This bulletin provides important information relating to ProSystem fx Engagement version 6.11 and ProSystem fx Knowledge Coach version 1.11. Please review this bulletin carefully prior to installation, and if you have any questions, call Technical Support at 1-800-PFX-9998, option 4.

Note: There are two guides that provide important information relating to the installation and deployment of ProSystem fx Engagement 6.11. These are the *Installation Guide* and the *Deployment Planning Guide* found in the Document folder on the Engagement DVD.

Release
Bulletin

NEW IN THIS RELEASE – ProSystem fx Engagement

The following features are available in 6.11:

Export Client List for Stand-Alone ProSystem fx Portal allows you to perform a one-time batch client link in ProSystem fx Portal. This will make publishing workpapers to Portal faster and more accurate.

Dynalink Improvements have been made in several areas including the following:

- Option to cancel without breaking the dynalink is now available when the tax return is not open and certain trial balance functions are performed.
- Dynalink is no longer broken when performing Import from Engagement TB when using the append option with Foundation ProSystem fx Tax.
- Dynalink is no longer broken when consolidating using Foundation ProSystem fx Tax.

Import QuickBooks Trial Balance Report Data Faster using the new “Import Excel QuickBooks Data” feature, which formats the data in Excel to a format that is used to pre-populate the Paste TB Import dialog.

Start a Remote Support Session has been added to the help menu to provide quick and easy access to our support representatives.

Share Binder Portfolios with Third Parties using the new Binder Portfolio feature, which creates a zipped file that includes an HTML of the binder index with links to PDF copies of the workpapers and optionally the workpaper notes.

A New Staff Group Right is provided for creating binder portfolios and is only selected by default for the Admin staff group.

Workpaper Index and Name Will be Displayed in the Title Bar for Adobe 9 and X Documents instead of the long string of characters, making it easier to keep track of the document you are viewing.

Improvements to Synchronization eliminate unnecessary conflicts. Now when you synchronize, if only one copy of the workpaper has a change, there will no longer be a conflict. This applies to taking over a workpaper and deleting a binder where you have current editor rights to one or more workpapers and then receive another copy of that binder through binder packages, synchronization, database restore, etc.

A New User Option to Auto Enable the Engagement Ribbon is selected by default. Occasionally, the Engagement ribbon may become disabled. This new option allows for the ribbon to be re-enabled when Engagement is launched. This option is not applicable if Knowledge Coach is installed because the Engagement and Knowledge Coach ribbons are required to be enabled in that case.

A Differential Backup option is now available in the ProSystem fx Backup and Restore Utility. For further information please refer to Appendix E: Database Backup and Restore in the *Installation Guide*, which can be found in the Documents folder on the Engagement DVD.

Microsoft SQL Clustering is now supported and can be used to reduce single points of failure as part of a high availability solution. The Engagement Administrator and Terminal Services Database Modules can both be deployed in a Windows Server 2008 R2 cluster environment when either SQL Server 2008 R2 or SQL Server 2012 instance has been configured for failover. Please review the 6.11 *Deployment Planning Guide* (available on the DVD) for further information about installing on a clustered environment.

Delete Binders Utility and Instructions have been added to the Pfx Engagement\Admin\Utilities\Delete Binders folder so that it is more accessible by Engagement administrators. The utility allows you to filter binders based on a set of criteria including the binder retention period date. One or more binders can be selected for deletion.

Decompression of Compressed Database Files is now done automatically during WM and WM/Admin upgrade installations (see details in the INSTALLATION section below).

NEW IN THIS RELEASE – ProSystem fx Knowledge Coach

The following features are available in 1.11:

Improved Performance when opening Knowledge Coach workpapers.

Allow Users to Select the Title Version when updating content instead of always updating to the latest. This will allow the user to update to an earlier version of a title when the latest version includes standards that are not applicable to the engagement being updated. This is particularly important with the 2012 title as the Clarified Auditing Standards cannot be adopted early.

Prevent Users from Updating to an Unreleased Title unless they have the appropriate rights. This will prevent users from using content that is still being reviewed.

Updates to Accommodate New Content Titles

including the following:

- The ability to associate a risk with the correct transaction cycle (needed for clarified title version).
- Accommodating workpapers that no longer exist or are combined in future titles (needed for clarified title versions).
- Ability to add compliance related risks for multiple titles (needed for HUD).

The 1.11 release must be installed before you can use the new clarified versions of the titles or the new HUD title (coming later in 2012).

Added Messaging When Add-In or Shared Services

Issues Occur that may not be noticed right away (e.g. issues with the Knowledge Coach ribbon, but the rest of the ribbon is functioning).

Shortcut to Knowledge Coach Support Site has been added to the Shortcuts Bar for easier access to the Knowledge Coach Knowledge Base.

Deleted and Re-Inserted Workpapers Will No Longer Show as Duplicates when synchronizing. True duplicate Knowledge Coach workpapers will be detected after the synchronization process when the user opens a binder with duplicates or performs any Knowledge Coach function when duplicate workpapers exist.

Synchronize KC Workpapers Without Closing the Binder

will allow you to synchronize selected Knowledge Coach workpapers; similar to how non-Knowledge Coach workpapers are synchronized. Due to the relationship between Knowledge Coach workpapers, when any related Knowledge Coach workpaper is selected for synchronization, all foundation workpapers will also be automatically synchronized. Please note that all Knowledge Coach workpapers will need to be closed to synchronize from an open binder. Also, if related Knowledge Coach workpapers are being synchronized from an open binder to another local file room, the remote binder will need to be closed.

Partial Synchronization will allow firms to save time when they want to synchronize just one workpaper, or the group of related workpapers in the field through the synchronization wizard. Due to the relationship between Knowledge Coach workpapers, when any related Knowledge Coach workpaper is selected for synchronization, all foundation workpapers will also be automatically synchronized.

Allow User to Delete Signoff and `NA` of Other

User will provide the ability for users with appropriate rights to make modifications during the review process if the other user is no longer with the company or not readily available.

Copy Paste Text Between Workpapers and Binders

can be done with fewer keystrokes. Instead of having to paste special, unformatted text as a work around to paste, you can use standard paste functions with the same result.

TECHNOLOGIES

Now supported with ProSystem *fx* Engagement 6.11:

- SQL Server 2012

NO LONGER supported with ProSystem *fx* Engagement 6.11:

- SQL Server 2005
- SQL Server 2005 Express
- Adobe 8

Note: SQL Server 2008 R2 Express and SQL Server 2012 Express installers are available on the ProSystem *fx* Engagement media.

IMPORTANT NOTES

SQL Server 2008 R2 and SQL Server 2012 (Express, Standard, or Enterprise) will be Supported Platforms

ProSystem *fx* Engagement will no longer support SQL Server 2005 or SQL Server 2005 Express. This will require an upgrade to SQL Server 2008 R2 (Express, Standard, or Enterprise) or SQL Server 2012 (Express, Standard or Enterprise) prior to installing ProSystem *fx* Engagement version 6.11. Please refer to the 6.11 *Deployment Planning Guide* (available on the DVD) for further information and recommendations.

Issues Resolved

The following issues reported by ProSystem *fx* Engagement and Knowledge Coach users are resolved:

- The Account Details tab of the trial balance will no longer disappear.
- Reduced issues with Engagement add-ins.
- Reduced issues with Knowledge Coach add-ins.
- Rollforward settings for individual Knowledge Coach workpapers will no longer change during copy/paste binder.
- Reduced chance of Knowledge Coach data loss and/or corruption.
- Reduced issues with Knowledge Coach synchronization timing out.
- Reduced issues with focus jumping – for example, your position won't jump after refresh within *KBA-901 Financial Statement Disclosure Checklist* when sub-items are shown within the table of contents after selecting item present.

INSTALLATION

Please refer to the *Installation Guide* and the *Deployment Planning Guide* found in the Document folder on the Engagement DVD, which provide important information relating to the installation and deployment of ProSystem *fx* Engagement and Knowledge Coach.

.NET 4.0 Full Required for All Installation Options Except AdminWS Only

The installation now requires .NET 4.0 Full for WM, TSClient, TSDatabase or Admin installations. The installation requires .NET 3.5 SP1 for AdminWS only installations.

Upgrade Operating System or Microsoft Office

If you plan to upgrade the version of your operating system or Microsoft Office, complete those upgrades prior to installing the latest version of ProSystem *fx* Engagement.

For detailed information regarding the installation and configuration of ProSystem *fx* Engagement, please refer to the *Installation Guide* (found in the Documents folder on the Engagement DVD).

Upgrade ProSystem fx Engagement

Installation of ProSystem fx Engagement v. 5.7 or higher is required for upgrades to Engagement v. 6.11. Installation of v. 6.11 requires that all Engagement office servers and workstations be upgraded. If you are currently using a version prior to v. 5.7 and require assistance with upgrading, please contact Technical Support at 1-800-739-9998, option 4.

IMPORTANT: When upgrading the ProSystem fx Engagement Administrator module from v. 5.7 or higher, users that have changed the logon account for the PFXSYNPFT Service to allow workpapers to reside on a remote server will be required to reset this user name and password after the installation of v. 6.11. 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.

For specific user rights requirements, please refer to Appendix D in the *Installation Guide*.

ATTENTION: Ensure that a current backup is completed before and after upgrading to v. 6.11. For additional information about the ProSystem fx Engagement Database Backup & Restore Utility, refer to Appendix E: Database Backup and Restore in the *Installation Guide* (found in the Documents folder on the Engagement DVD).

ATTENTION KNOWLEDGE COACH USERS: You will not have to redeploy any Knowledge Coach Utility updates to repair specific Knowledge Coach title workpapers after the Engagement 6.11 or Knowledge Coach 1.11 installation.

Compressed Database Files

For WM and/or WM/Admin installations, the ProSystem fx Engagement 6.11 update installer will now automatically decompress any compressed files found in Admin\Data, WM\Data, TB\Data or Knowledge Coach\Data folders at the beginning of the upgrade process. (Note: Only if there is enough space on the drive to allow for decompression, typically a minimum of 100 MB free space). Alternately, any compressed files in a user-specified bin location at the time of upgrade (which are not in the locations previously mentioned) will also be checked. A log file will be written listing name and size of any compressed files found. For all other installs (such as TSDatabase or stand-alone Admin), a log file will be written naming any compressed files found. Due to potential size and time constraints, these files will need to be manually decompressed using the *ProSystem fx Engagement Compressed Database Utility*.

In addition, the ProSystem SQL 2008 R2 Instance Installer and the ProSystem SQL 2012 Instance Installer will perform the same decompression process described above when upgrading from SQL 2005 or SQL 2008.

For new installations of Engagement, please refer to the *ProSystem fx Engagement Compressed Database Utility* to identify compressed database files prior to installation. Additionally, the utility will detect a Microsoft SQL Server start-up parameter that will prevent the SQL upgrade. For additional information about the *ProSystem fx Engagement Compressed Database Utility*, refer to the Installation Considerations segment in the *Installation Guide* (found in the Documents folder on the Engagement DVD).

Ports

ProSystem fx Engagement transfers data over the following ports:

- SQL Server (PROFXENGAGEMENT) – TCP port 2029; UDP port 1434
- PFXSYNPFTService - TCP port 6735
- PFXEngDesktopService - TCP port 6736
- PfxConfigUtility – UDP port 6737
- P2EWinService - TCP ports 943 and 4530
- SharedFileRoom (on Vista) – TCP port 445

These ports are configured on the server and workstations during installation. However, if you are connecting over a VPN or through a firewall, or another device such as a router, you will need to ensure that these ports are opened for the program to work correctly.

Mass Deployment

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 *Installation Guide*. 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.

Minimum Requirements

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.

Logging In after Update

If you are updating from a previous version, there is a VSTO clean-up process that will add additional time to the initial log in to ProSystem *fx* Engagement after the upgrade.

Attention Users of the CCH (formerly Miller) and McGladrey Titles

Although all previous years of the CCH (formerly Miller) and the McGladrey Integrated Titles are supported in ProSystem *fx* Engagement v. 6.11, support will be dropped in the next scheduled release of Engagement. Therefore, licenses will not be able to be installed or assigned in the Administration module. These include the following titles (the last date of release is shown in brackets following the title name):

- Audit Procedures (2009)
- Compilations & Reviews (2008-09)
- Not-for-Profit Organization Audits (2008-09)
- Local Government and Single Audits (2008)
- Construction Guide (2008)
- Defined Contribution Plan Audits (2007-08)
- SEC Disclosures Checklists (2009)
- SOX 404 for Small, Publicly Held Companies (2009)
- Management Letter Comments (2009)
- Effective Engagement Letters (2007)
- OCBOA Guide (2007)
- Attestation and Other Special Engagements (2007)
- Quality Control and Peer Reviews (2007)

The Knowledge Tools titles that work within Knowledge Coach are a recommended replacement for the majority of these titles. For other titles, you can find replacement content on CCH's Accounting Research Manager. Note that the "CCH Financial Statement Disclosure Examples" title WILL continue to be supported and updated on an annual basis.

Attention Windows Server 2008 Users

Although v. 6.11 is supported with Windows Server 2008, upgrading to ProSystem *fx* Engagement v. 6.11 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 7, 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 Appendix D in the *Installation Guide*.

SQL Express/SQL Upgrade

SQL Server Express is a free edition of SQL Server that may be used in conjunction with Engagement. If firms choose to purchase Microsoft SQL Server 2008, Microsoft SQL Server 2008 R2, or Microsoft SQL Server 2012, there may be additional licensing costs associated. Please refer to <http://www.microsoft.com/sqlserver/en/us/editions/previous-versions.aspx> for detailed licensing options for Microsoft SQL Server 2008 and Microsoft SQL Server 2008R2, or <http://www.microsoft.com/sqlserver/en/us/default.aspx> for detailed licensing options for Microsoft SQL Server 2012.

IMPORTANT: Version 6.11 supports Microsoft SQL Express 2008, 2008 R2 or 2012, and Microsoft SQL Server 2008 or 2012 as its database management tool.

Operating Systems Not Supported

ProSystem *fx* Engagement should not be installed on the following:

- Microsoft Small Business Server
- A Domain Controller Server
- An Exchange Server

CONVERSION

Binders

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

IMPORTANT: Prior to installation, ensure there is a successful backup of the Engagement databases, workpapers, and templates. For additional information, please refer to Appendix F: Database Backup and Restore in the *Installation Guide*, which can be found in the Documents folder on the Engagement DVD.

Templates and Binder Packages

All binder templates must be converted from the Workpaper Management module after installing v. 6.11. Binder templates created in v. 4.0 or later may be converted directly to v. 6.11. 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. 6.11 when received into a local file room. Binders archived in v. 4.0 or higher may be unarchived with v. 6.11. Binder backups created in v. 4.0 or higher can be restored into v. 6.11.

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 & RESTORE

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. In addition, with version 6.11 you can choose to incorporate differential backups as part of your backup strategy. 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 4.

During the installation of the v. 6.11 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 back up 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 Appendix E: Database Backup and Restore in the *Installation Guide*, which can be found in the Documents folder on the Engagement DVD.

OTHER INFORMATION

Microsoft Windows Vista and Windows 7

When running the ProSystem *fx* Engagement Configuration Utility in a Windows Vista or Windows 7 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 or Windows 7 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. Please contact Technical Support for installations of ProSystem *fx* Engagement v. 6.11 or higher that currently exist in these locations.

Microsoft Office 2007 or Office 2010 Compatibility

Newly created Microsoft Office workpapers can be inserted in the binder using Office 2007 or Office 2010 formats; however, conversion of existing workpapers to the Office 2007 or Office 2010 file formats must be performed outside of the Engagement binder. Conversion of workpapers to Office 2007 or Office 2010 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 or Office 2010 documents with previous versions of Office.

Microsoft Office 2007 or Office 2010 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.

Office Servers / Administrator Module

Changing the computer name after Engagement is installed is not supported 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 Appendix E in the *Installation Guide* 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 “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 (e.g., 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 Appendix E in the *Installation Guide*.

You can also refer to Appendix E in the *Installation Guide* 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.