

# 2012 US GAAP Financial Statement Disclosure Examples Installation and Usage Instructions

ProSystem fx® Engagement  
2012 US GAAP Financial  
Statement Disclosure  
Examples



Release  
Bulletin

## NEW IN THIS RELEASE

The *2012 U.S. GAAP Financial Statement Disclosure Examples* title provides a complete, quick, and valuable reference source for financial statement disclosures and key presentation requirements. Specifically, the title:

- Provides over 750 examples of realistic sample footnote disclosures to assist in the preparation of financial statements for an audit, a review, or a compilation engagement.
- Incorporates all currently effective pronouncements, including those that cover areas of unusual difficulty, such as financial instruments, fair value, business combinations, consolidation, income taxes, pensions, accounting changes, and variable interest entities.
- Organizes the example footnote disclosures into a library, from which they can be easily inserted into any Microsoft Word workpaper in ProSystem fx Engagement.
- Includes pre-defined name and data links, where appropriate, so that the client name and the period end date are automatically populated.

The 2012 US GAAP Financial Statement Disclosure Examples is current through the issuance of the following pronouncements:

FASB Accounting Standards Update No. 2011-01 Receivables (Topic 310): Deferral of the Effective Date of Disclosures about Troubled Debt Restructurings in Update No. 2010-20.

In addition to the disclosures examples provided in this installation, the **GAAP Financial Statement Disclosures Manual** also includes a financial statement disclosures checklist that provides a centralized resource of the required and recommended GAAP disclosures and key presentation items currently in effect using the style referencing under the FASB Accounting Standards Codification as well as references to pre-Codification FASB literature. It is designed to assist the user in determining whether the required financial statement disclosures and key presentation matters have been addressed. You can also use these disclosure examples in conjunction with the Financial Statement Disclosure Checklists that are part of the ProSystem fx Knowledge Tools titles.

## Installation Instructions

Your US GAAP Financial Statement Disclosure Examples title will integrate itself directly into ProSystem fx Engagement. The only additional system requirement is approximately 50MB of disk space to store your CCH Program content files. Please refer to the ProSystem fx Engagement Release Notes for any other system requirements.

**Important:** ProSystem fx Engagement version 6.1.2 or higher must be installed on the computer in order to install the CCH title.

Select **CCH Integrated Engagement Titles** from the **Program Updates** section of the ProSystem fx Engagement support Web site at the following URL: <http://support.cch.com/updates/Engagement>, then select the **CCH Integrated Engagement Series** and **2012 US GAAP Financial Statement Disclosure Examples** links.

We recommend you save the file to your computer to install the title.

After downloading the installation file, perform the following steps:

1. Close all Microsoft applications and ProSystem fx Engagement.
2. Double-click the installation file.
3. Select **Next** on the Welcome screen.
4. Select the destination location for the templates and select **Next**.

**Note:** If there is more than one ProSystem fx Engagement user profile on the computer, you will be asked if all of the users' Tools/Options settings for the location of CCH Footnotes should be updated to the location selected during the installation.

5. Review the installation settings and select **Next** to begin copying the files.
6. Select **Finish** to complete the installation.

**Note:** You must add and assign the US GAAP Financial Statement Disclosure Examples license in the ProSystem fx Engagement Administrator before using the disclosure examples.

**Important:** If the title does not appear in the ProSystem fx Engagement Administrator list of available products in the License Assignment dialog, please follow the Update Utility Instructions below to add the title to the Engagement Administrator.

## ProSystem fx Engagement Update Utility Instructions

If you have not installed the 2011 version of this title, you will need to update the title's licensing in the ProSystem fx Engagement database **prior** to adding the license(s) for the title or assigning the license(s) to staff members.

If you do not already have the ProSystem fx Engagement Update Utility, you should download this first. The update file for the title may then be downloaded.

Follow these steps to download the utility and update file:

1. Download the ProSystem fx Engagement Update Utility from the **Program Updates/Engagement License Files** of the ProSystem fx Engagement support Web site.
2. If you need to download the utility, click [ProSystem fx Engagement Update Utility](#).
3. To download the update file (LicenseUpdate.upd), click [License Update Utility](#).

We recommend you save the file(s) to your computer to run the utility.

After downloading the file(s), perform the following steps:

1. Close ProSystem fx Engagement Administrator and ProSystem fx Engagement.
2. Double-click the ProSystem fx Engagement Update Utility (PfxEngUpdateUtility.exe) file.
3. Enter the login name and password for an authorized ProSystem fx Engagement administrator.
4. Browse for or enter the path for the license update file you just downloaded (LicenseUpdate.upd).
5. Click **OK** to update the ProSystem fx Engagement database and add the CCH title to the License Assignment dialog in ProSystem fx Engagement Administrator.

- You may now add and assign the US GAAP Financial Statement Disclosure Examples title to the user(s).

## Online Permission Key

Permission key files may be downloaded from our Web site at <http://tax.cchgroup.com> or when adding or updating the new licenses within ProSystem fx Engagement 4.5 or later versions.

If you have not already established a Single Sign-on (SSO) account with Customer Service, we urge you to do so at this time.

Permission keys are no longer generally distributed via floppy diskette. You can choose to continue receiving the diskette by going to <http://tax.cchgroup.com/pfxsupport>, clicking the Firm Administration link, and making the appropriate selection (SSO access is required), or by contacting Customer Service at 1-800-PFX-9998, option 4.

## Using Your US GAAP Financial Statement Disclosure Examples Content

To insert a footnote disclosure into a Word document:

- Open the Word document in which you want to include the footnote.
- Position the cursor where you want to insert the footnote.
- Select CCH Footnote from the General group on the Engagement ribbon.
- Select the folder for the type of footnote you want to insert (*see figure 1*). For example, if a Cash and Equivalents footnote is wanted, browse to CCH Footnotes\US GAAP FinStmnt Discl Ex\2012 US GAAP FSD Ex.
- Highlight the footnote and click Open to insert the CCH footnote.

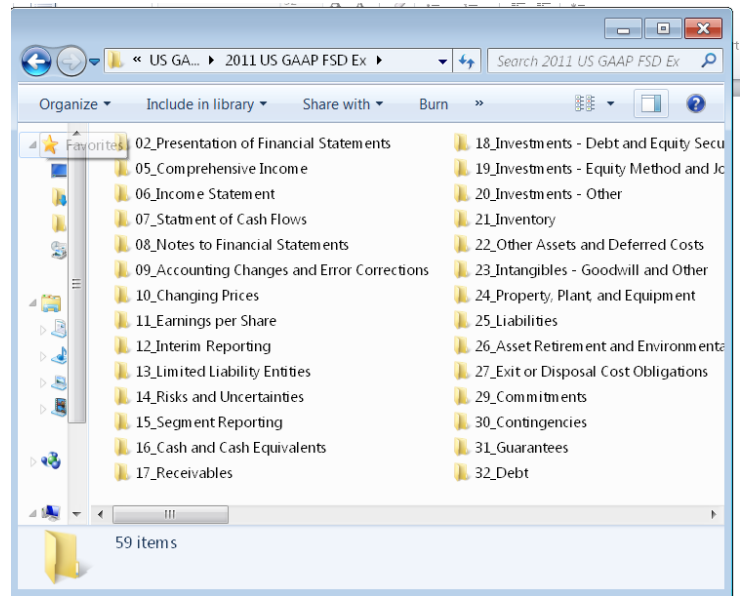


Figure 1 – Insert CCH Footnote

## Contact Information:

Purchase Additional Titles  
Technical Support

1-800-PFX-9998, option 1  
1-800-PFX-9998, option 6, 2

The ProSystem fx Engagement version of the CCH Integrated Engagement Guides is sold and supported by CCH, a Wolters Kluwer business. The contact information above should be utilized for any customer service and support issues related to this product. For information about other CCH products, please call 1-800-248-3248 or visit the online Store at <http://tax.cchgroup.com>.