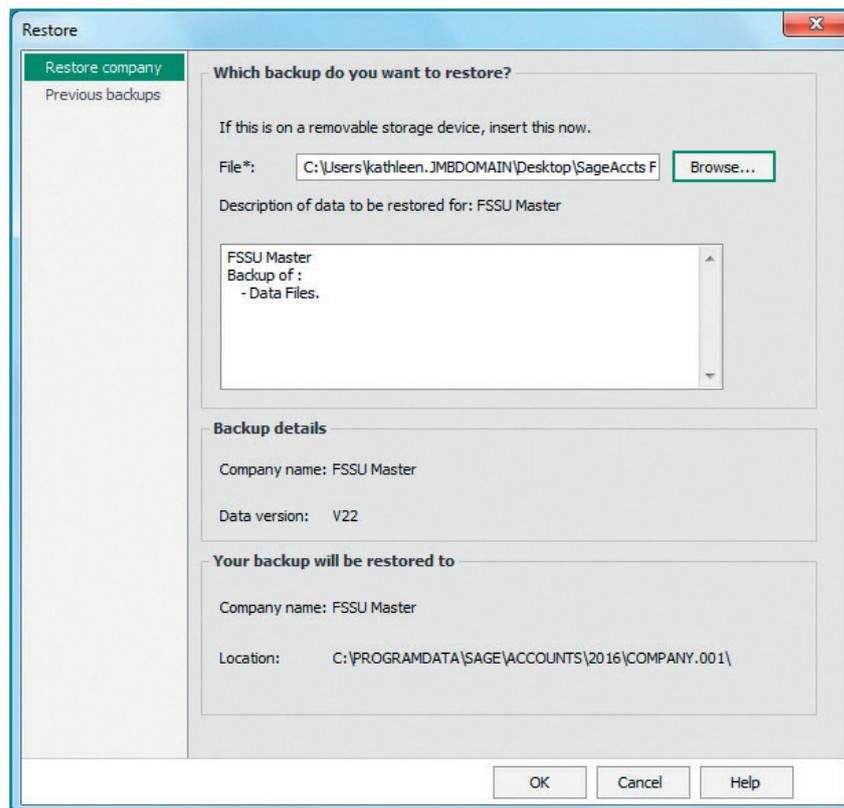


### 1.3 Installing FSSU Chart of Accounts

1. Once you have installed the Sage 50 software you will need to setup a data set for your school.
 

The FSSU has created a standard company modified for schools and we recommend that you use this standard company to set up your school on the SAGE 50 accounts system.
2. The FSSU will email this customised company to you as an attachment. Save the attachment of the standard company to you desktop
3. The file name is FSSU . . . . . and
  1. Select setting up a new company
  2. Login Name - MANAGER
  3. Password - leave blank
  4. In the first window, select
    - Restore data from a backup file - go to your desktop and select the saved FSSU file.
    - Restore this file to Sage 50.



**Network Sharing** – If you use multi user version of Sage 50 Accounts, we recommend that you share your data across the network. This step prompts you to approve the network share. If you have a single user version of the software this step doesn't appear.