

# Purchasing & Training Information For FSSU SAGE 50

## Section 1: Purchasing FSSU SAGE 50

**PURCHASE OF THE PACKAGE IS  
ESSENTIAL BEFORE REGISTRATION  
FOR TRAINING**

**Cost of FSSU SAGE 50**  
**€19.73 per month**  
(inclusive of VAT)

### STEP 1:

**Ask your IT person to review the technical specification details below**

**IT Specification required to run FSSU Sage 50:**

**Minimum Hardware:** IBM® compatible computer with a 2GHz processor or higher; 2GB RAM (4GB for PCs running a 64-bit operating system); 2GB free disk space; screen resolution of 1024x768. Network Users only: 1Gbps network (100 Mbps minimum). Internet connection with minimum download speed of 2Mbps. An up to date version of Internet Explorer.

**Supported Operating Systems:** All 32 or 64-bit variants of Microsoft® Windows® 10, Windows 8, Windows 7, Windows Vista, Windows Server 2012 or Windows Server 2008. Note: Please ensure all the latest Microsoft Updates are installed. Note: Not compatible with Windows XP or Windows Server 2003. Compatible with Microsoft Office 2013 and 2010 (32-bit editions) or 2007 and 2003 but not with Office 2016.

### STEP 2:

**COMPLETE THE ATTACHED FORM AND EMAIL TO: [leanne.blake@sage.com](mailto:leanne.blake@sage.com) AND [info@fssu.ie](mailto:info@fssu.ie)**  
USE THE ATTACHED ORDER FORM TO AVAIL OF THE SPECIAL PRICE

### STEP 3:

**YOU WILL RECEIVE TWO CONFIRMATION EMAILS. THE FIRST EMAIL WILL CONTAIN YOUR ACCOUNT DETAILS, SERIAL NO. AND ACTIVATION CODE.**  
PLEASE CHECK THAT THE PRICE STATED IS CORRECT.

### STEP 4:

The second email from Sage will contain a **DIRECT LINK TO THE SAGE 50 DOWNLOAD**.  
Follow the instructions to download.

### STEP 5:

Send an email to [leanne.blake@sage.com](mailto:leanne.blake@sage.com) AND [info@fssu.ie](mailto:info@fssu.ie) confirming that your installation is complete quoting your SAGE account and FSSU reference details.

### STEP 6:

**PLEASE CALL THE FSSU ON 01 269 0677 TO BOOK YOUR TRAINING DAY**

# Order Form

## FSSU STANDARD SAGE 50 PACKAGE

Email Subject: FSSU ORDER REFERENCE NUMBER: N03316

Email to: [leanne.blake@sage.com](mailto:leanne.blake@sage.com) AND [info@fssu.ie](mailto:info@fssu.ie)

**This form can be completed on screen.**

**After completion please save to your desktop and attach to email using the details above.**

Date:	
School Roll Number:	
School Name	
School Address	
Bank Name:	
BIC Number:	
IBAN Number:	
Accounts Secretary/ Bursar Name:	
Accounts Secretary/ Bursar Telephone No:	
Accounts Secretary/ Bursar Email Address:	