

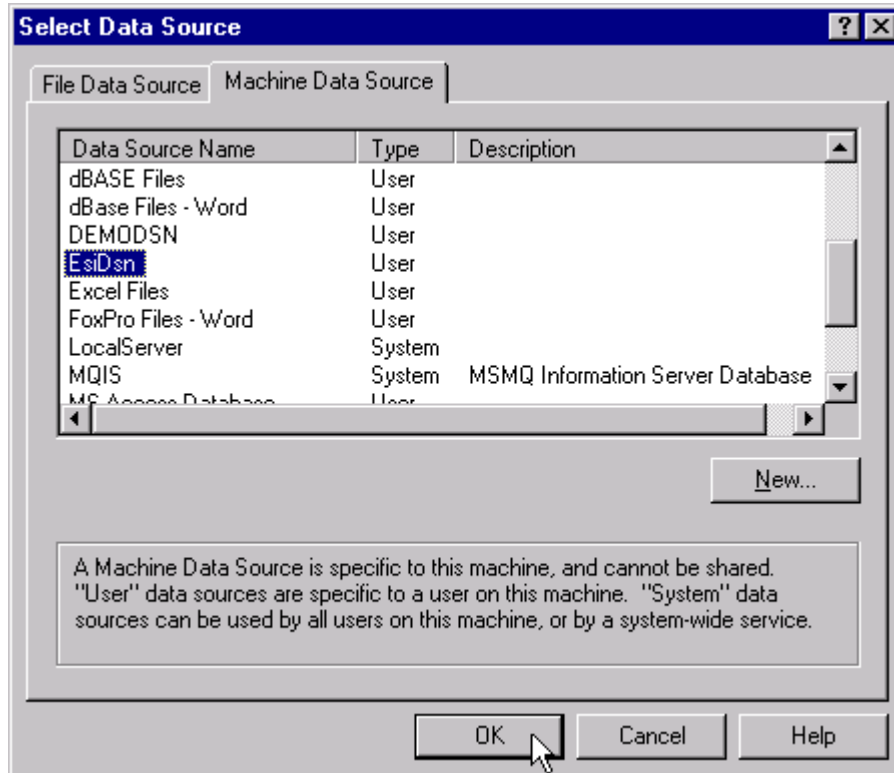
## How to Use Expandable's FRx Database Setup Utility

If you are using FRx version 5.5 or lower, you need to use the Database Setup Utility before you can use FRx with Expandable. The next few pages will take you through this one time setup. Note: If your company is already using FRx, these steps are not required.

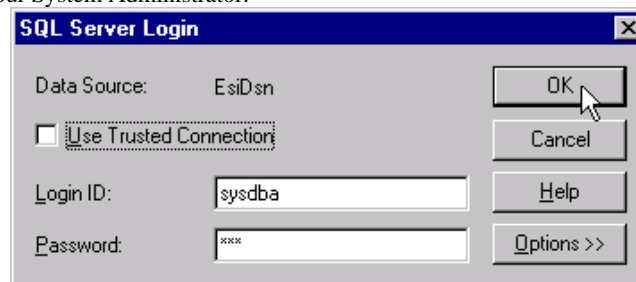
You should be able to launch the Setup Utility from your Start Menu – Programs. Because this is a one time Setup, so there is no need to have a shortcut to it on your desktop.

Expandable's FRx Database Setup Utility

The first thing that is prompted is your Data Source. Find your Expandable Database and click OK.



You will have to Login to the SQL Server. Enter your Login ID and click OK. Note: this Utility will be creating tables and triggers on your Expandable database. You will need the System Administrator login to do this. When using FRx, you will be able to use the External security login assigned to you by your System Administrator.



**Expandable's FRx Database Setup Utility continued**

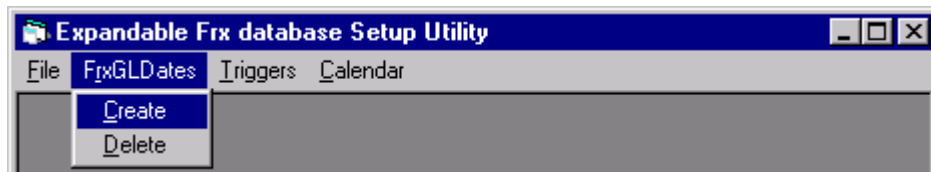
The Setup Utility has 3 options. It is important that they are run in the order detailed in the next few pages.

**Setting up the Calendar**

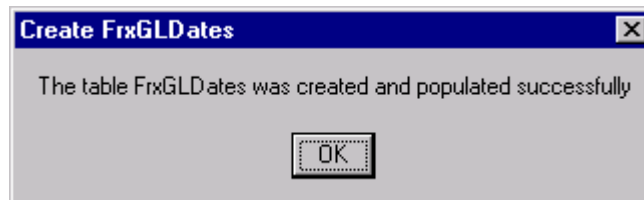
Two of these options, FrxGLDates and Calendars, are used for setting up the Calendar.



**First:** From the Menu select **Fr~~x~~GL Dates** – Create.

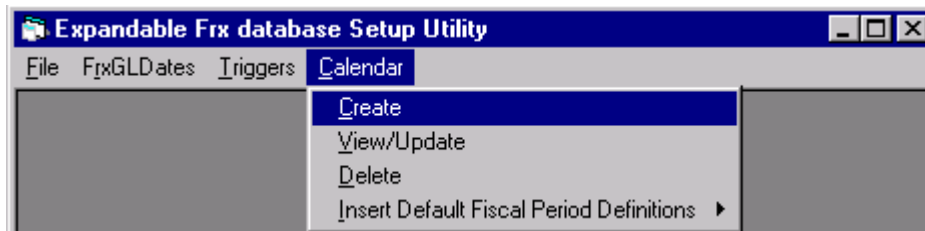


The Utility will do its work and let you know when it is done.

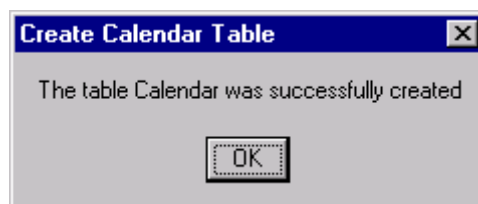


## Expandable's FRx Database Setup Utility continued

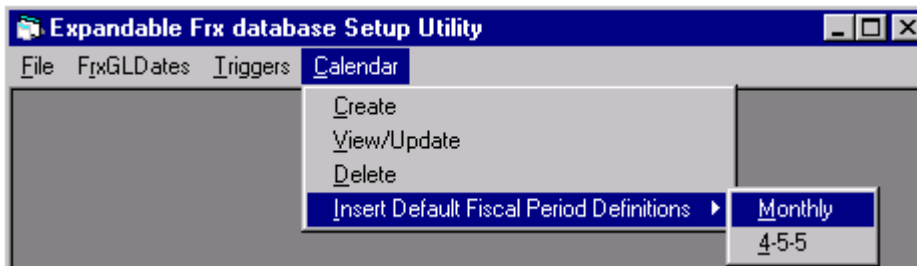
Second, select **Calendar – Create**.



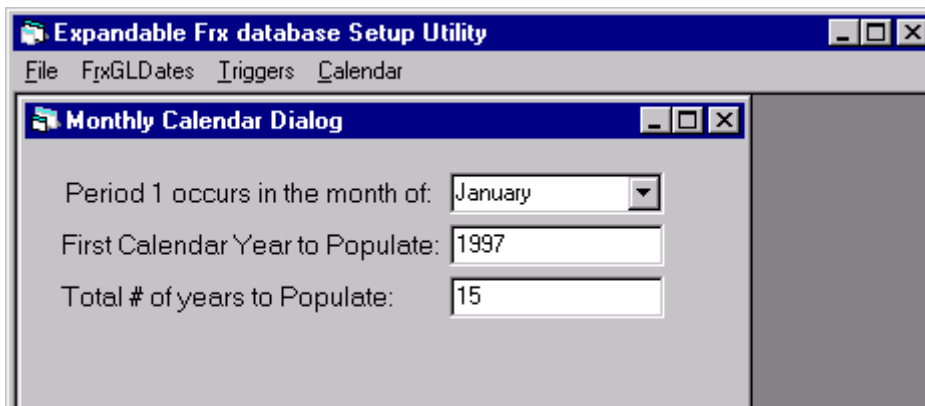
It will run, click OK when it is done.



Now select **Calendar – Insert Default Fiscal Period Definitions**. Chose between a Monthly and 4-4-5 calendar (note: 4-5-5 is a typo).

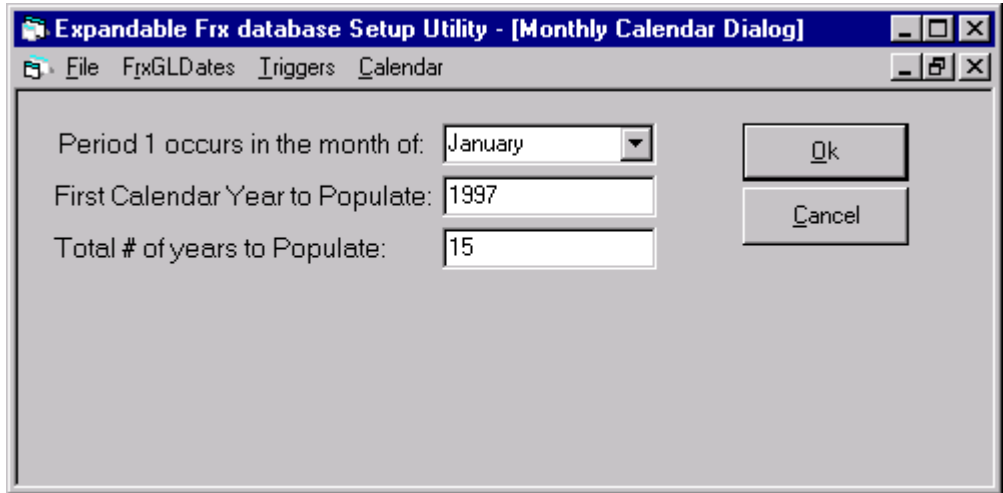


Selecting Monthly will bring up a dialog box – Warning! If it is not maximized, you may not see all of it.

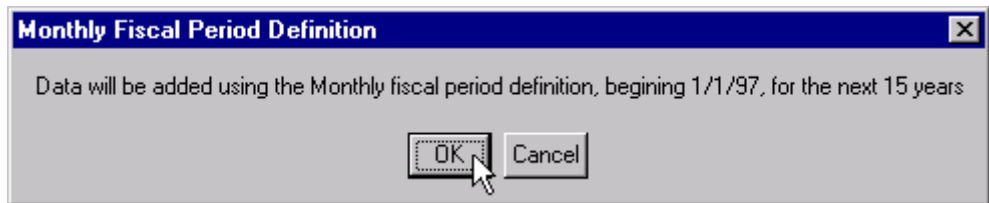


## Expandable's FRx Database Setup Utility continued

Once it is maximized you will see the OK button. Fill in which month is Period 1, what your first year is and how many years to create. Click OK.



You will get a warning of what is going to be done. If it does not look correct, click cancel and fix it.

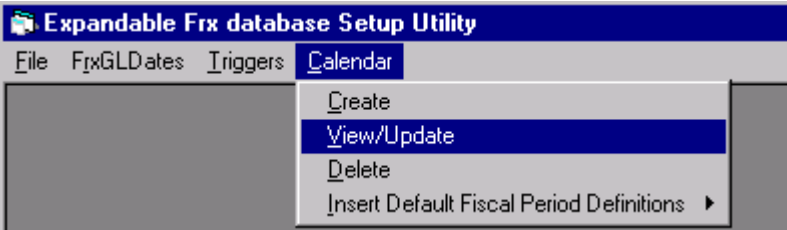


When it is done, click OK.

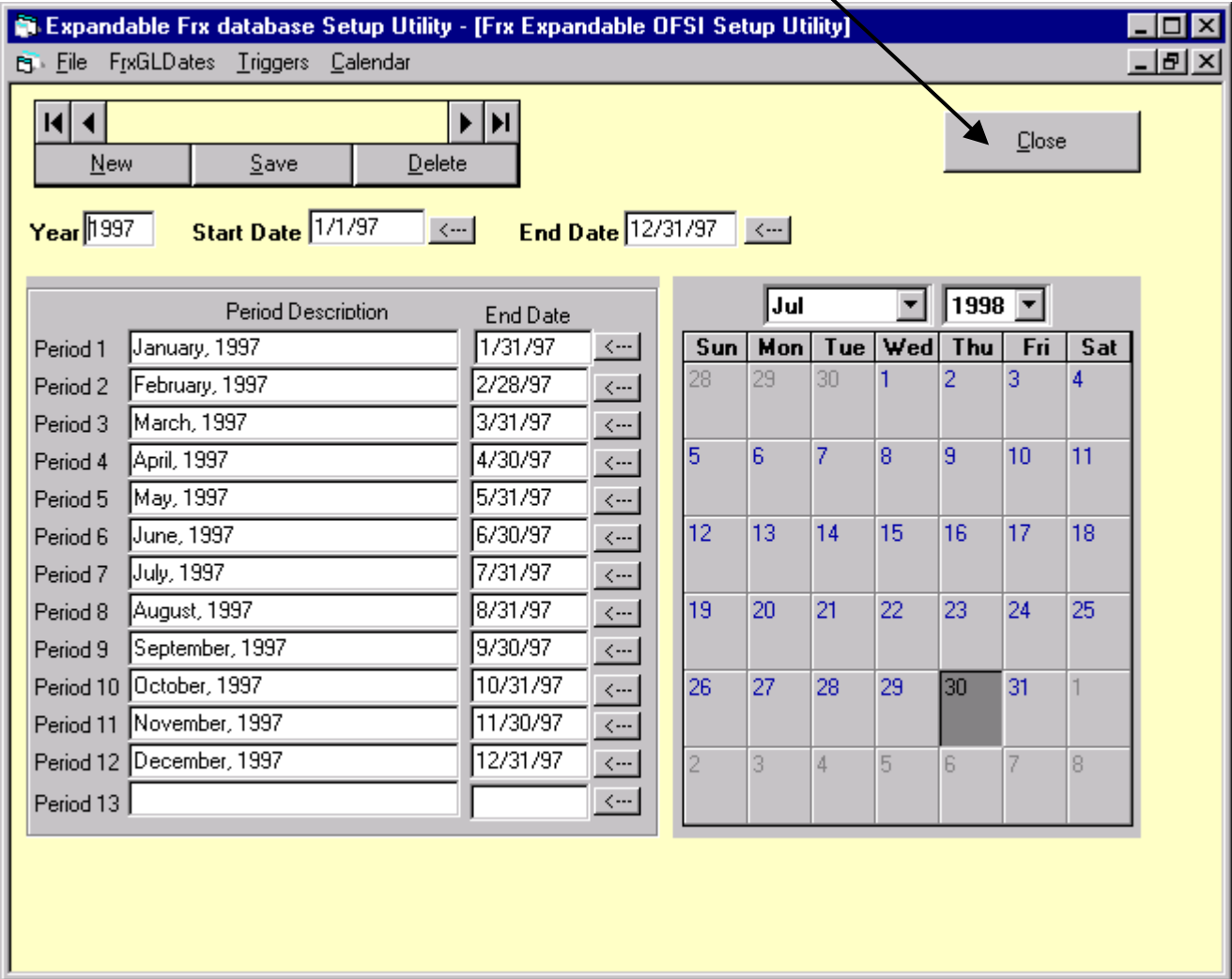


**Expandable's FRx Database Setup Utility continued**

You can see the results of your calendar using the dropdown menu **Calendar – View/Update**. Make any changes necessary.



You may edit the calendar if it didn't get created correctly. Click Close when you are done.



Expandable's FRx Database Setup Utility continued

Creating Triggers

The last thing to run is **Triggers – Create**.



When it is done, click **OK**.



That is everything – you can click **File – Exit**.

