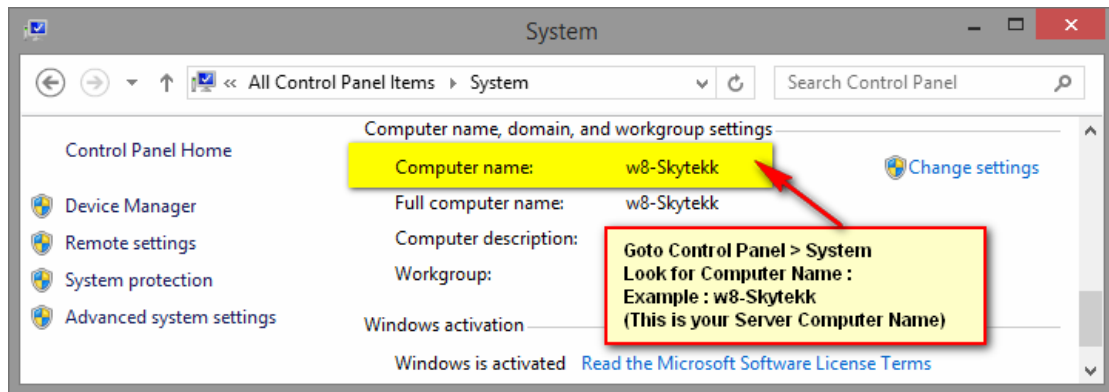


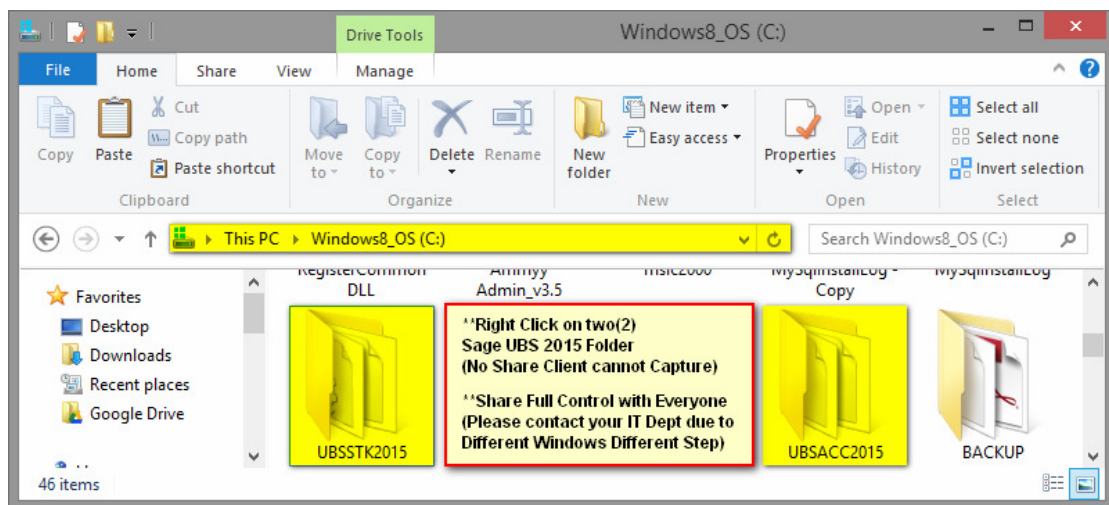
## How to connect in between Server & Client (Workstation) for Sage UBS 2015

@Server - Go to your Server/Main Computer  
(Standardalone can ignore for this Part)

### 1. Check your Computer Name



### 2. Share your Sage UBS 2015 Database Directory from Server/Main Computer



Server Setting is one(1) time, I advise User can contact they IT Support to get help.

### 3. Create New Company in UBS Sage 2015

Create New Company

**Step 1 : Setup data folder**

Define the company name to be shown at the select company screen.  
You can change the folder name here.  
Upload your company logo, it will be displayed at the select company screen.

Standalone \ Server  Client

Company Name: YCSB {Your CompanyName Sdn Bhd} Short form

Accounting Directory: C:\UBSACC2015\YCSB

Inventory & Billing Directory: C:\UBSSTK2015\YCSB

Upload Logo Remove Logo

Next > Next till Finish  
New company Create Successfully

Next Cancel

Company Name: Your CompanyName Sdn Bhd Rename YCSB to Company Name

Accounting Directory: C:\UBSACC2015\YCSB -This are the Database Path in Server Main Computer

Inventory & Billing Directory: C:\UBSSTK2015\YCSB -Client (Workstation) get this to LINK

Upload Logo Remove Logo

Last login: // :: AM Update Logo

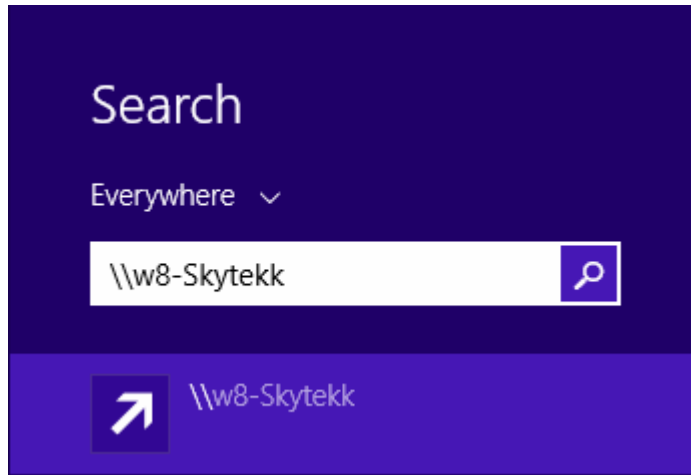
OK Exit

Server - Done!

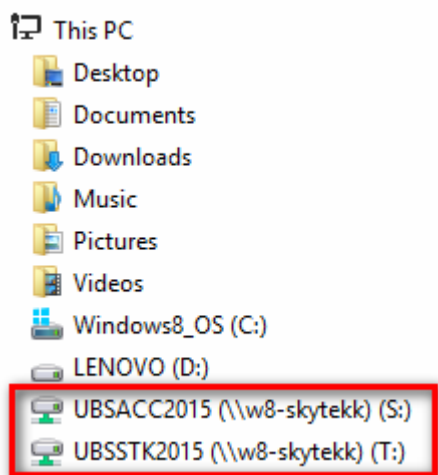
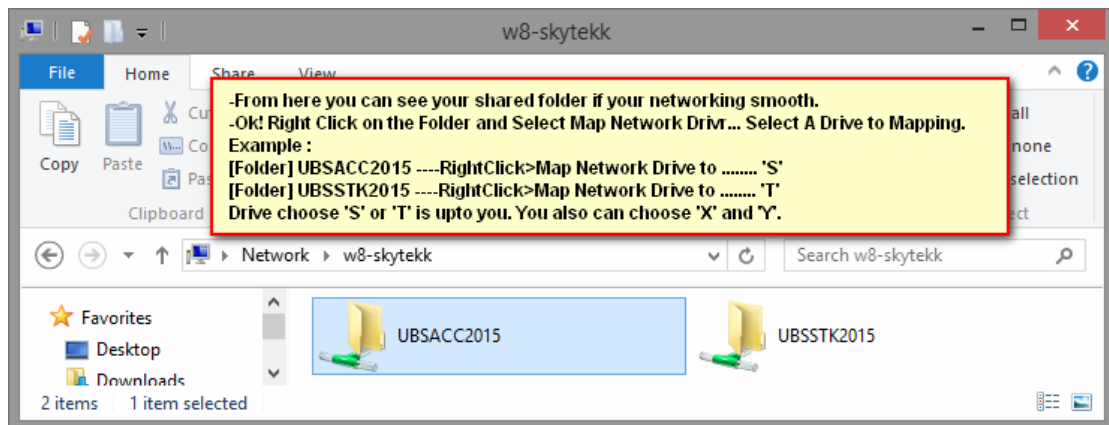
@Client (Workstation) - Go to your User computer

1. Search your Server/Main Computer from Client/Workstation

Go to Start > Run , Enter [\\YourServerCompanyName] or  
Press { Windows Logo } > Search [\\YourServerCompanyName]



2. Map Your Shared Folder as A Drive



### 3. Mapping Client/Workstation Company from Server/Main Computer

#### Create New Company

**Step 1 : Setup data folder**

Define the company name to be shown at the select company screen.  
You can change the folder name here.  
Upload your company logo, it will be displayed at the select company screen.

Standalone \ Server  Client

Company Name: Your Company Sdn Bhd

Accounting Directory:  Map existing Accounting Data Folder .. s:\ycsb

Inventory & Billing Directory:  Map existing Inventory & Billing Data Folder .. t:\ycsb

### Must Tick  
This will share Existing Database from Server/Main Computer.  
### If not Tick  
This will create a New Database Overwrite to your Existing Server/Main Computer.

Upload Logo Remove Logo

Browse for Folder

Sage CoverRenewalNotice\_UBS9\_(0)\_fl ^  
Sample  
SSS  
TEMPLATES  
tes  
Tools  
YCSB  
UBSSTK2015 (\\w8-skytelk) (T:)  
aaa  
bbb

OK Cancel

Next Cancel

Next > Next till Finshi!

Client - Done!