

Gas Station Accounting Setup

- 1) Download "GASSETUP.EXE" and Install.
- 2) Check date of "GAS.EXE" and "GASSETUP.EXE", if "GAS.EXE" is newer than copy "GAS.EXE" to installed folder. (Default "C:/GASACC")
- 3) Once you installed, Run "Gas Station Accounting" from Desktop or Start Menu->Programs->Gas Station Accounting. (You can Rename "Gas Station Accounting" to your Store Name)
- 4) User name is "JITPATEL" and password is "J" (Capital lock is already ON). You can add your own log-in in Configuration->User Maintenance.
- 5) Change your Store Information (Configuration->Store Information)
- 6) Add Inside Sales Items (Configuration->New Items)
- 7) Add Paid out Vendors (Configuration->New Payout)
- 8) Add Commission Company (Configuration->New Commission Company)
- 9) You can Setup Email(Configuration->Email System Setup), Add Accounts for Expenses(Configuration->New Account), Change Back Ground Picture for Program(Configuration->Picture)
- 10) If you Own store and like to track Gasoline purchase, setup Gasoline Product(Configuration->New Gasoline Products), Setup Gasoline Tax(Configuration->New Gasoline Tax Rate)
- 11) If you like to use Payroll System, you can add employees(Employees->Employee)

Tips:

- 1) Backup your data every day on USB Flash drive.
- 2) Make Different Folders for Different Stores and copy all files to new folder, so you can use program for as many store as you have. (e.g. C:\shell,c:\raceway...etc) Backup system will make separate backup file for each store.
- 3) You can Rename Sort cut for Each stores.

For more help please call 334-207-0938 or jitpatel@charter.net