
Installing, Updating and Configuring QuickBooks to operate in a Terminal Server environment

Introduction

This document was prepared to assist QuickBooks users who intend to use QuickBooks Premier or Enterprise in a Microsoft® Windows® 2003 or 2008 Terminal Server environment. The following instructions will not detail steps on how to setup your network or Terminal Services - it's expected that the user is already capable of logging onto the server using a Thin Client session. For more information please see the various documentations available with your operating system or the system administrator.

QuickBooks users must be setup as part of the **Power Users Group** on the server, to have the operating system rights to write to the registry keys and be able to use QuickBooks correctly.

Important! QuickBooks and Terminal Services was only tested on a local area network using Microsoft® Remote Desktop Connection.

Citrix connections are known to work but may require additional configuration by the Citrix Administrator.

Detailed Instructions

Installing on a Windows Server 2008

1. Login as the **Windows Administrator**.
2. Change **IE Security to Medium**:
 - a. Go to Start> Control Panel > Administrative Tools > Server Manager
 - b. Under the "security information section, click on the Configure IE ESC" link
 - c. Change status to OFF; click OK.
 - d. Turn off Windows Firewall.
3. Activate the Terminal Server Role:
 - a. Server Manager > Roles > Add Roles > Next
 - b. Tick the box Terminal Services and then follow the prompts.
4. Install QuickBooks:
 - a. If the company file resides on the Terminal Server, then install QuickBooks with Option 1: QuickBooks and Company File Server;
If the company file resides on a separate File Server, then
 - i. On the separate File Server install QuickBooks with Option 3: Company File Server Only. Open the Database Server Manager and scan folders for QuickBooks files.
 - ii. On the Terminal Server, install QuickBooks with Option 2: QuickBooks Only.
 - b. Start > Control Panel > Install Application on Terminal Server .
 - c. follow the prompts to locate the setup.exe file on the root directory of the installation PC and install (This works exactly same as Add/Remove program > Add New Programs)
 - d. Note the warning on the Finish Admin Install Screen – DO NOT click Finish until the application is installed.

- e. Turn on Firewalls and add QuickBooks executables and ports (**2012-13: 10175**; 2011-12: 10174; **2010-11:10173**; 2009-10&earlier:10172) (TCP and UDP) to firewall exclusion.
5. See your Network Administrator to provide access to QuickBooks Installation and Data Folders to only authorized QuickBooks users. QuickBooks users must have at least Power User privileges.

Installing on a Windows Server 2003

Install QuickBooks using the Add/Remove Programs available in the Windows control panel.

1. If the company file resides on the Terminal Server, then install QuickBooks with Option 1: QuickBooks and Company File Server;
 - If the company file resides on a separate File Server, then;
 1. On the separate File Server install QuickBooks with Option 3: Company File Server Only. Open the Database Server Manager and scan folders for QuickBooks files.
 2. On the Terminal Server, install QuickBooks with Option 2: QuickBooks Only.
2. Insert the QuickBooks CD and Exit from the auto run install window that may have opened.
3. Click the Windows **Start** button and choose **Settings** then **Control Panel**.
4. Double Click on the **Add/Remove Programs** icon.
5. Click on the Add New Programs icon then choose the CD or Floppy button.
6. In the Run Installation Program wizard choose the Browse button.
7. Navigate to the setup application **D:\Setup.exe** (where D is the CDROM drive).
8. Highlight Setup then click **Open** and **Next**. Follow the installation instructions provided in user guide to conclude the installation.
9. Once the installation has completed, **reboot the server**.
10. Add QuickBooks executables and ports (2012-13: 10175; 2011-12: 10174; 2010-11:10173; 2009-10&earlier:10172) (TCP and UDP) to firewall exclusion.

Additional Steps

1. Give all QuickBooks users Full Control permissions to the QuickBooks data folders.
2. Give all QuickBooks users Full Control permissions to the Intuit keys in the Registry
 - a. Windows Server 2008:
 - i. Click the Windows **Start** button and type **regedit** <Return> in the Start Search Box;
 - ii. select regedit32.exe from the results box to open the Registry Editor box.
 - b. Windows Server 2003:
 - i. Click the Windows **Start** button and choose **Run**.
 - ii. In the **Open** field type **regedit** and click OK to open the Registry Editor.
3. Make a **backup** of the Registry.
4. Choose **HKEY_LOCAL_MACHINE > SOFTWARE > Intuit > QuickBooksRegistration >** Highlight your version number (e.g. 2010/11 is 19.0), right-click and select **Permissions** Allow all QuickBooks users **Full Control** rights to the key. See Windows help documentation for more information.

64-bit Users Please Note: The registry key on 64-bit systems is **HKEY_LOCAL_MACHINE > SOFTWARE > WOW6432node > Intuit > QuickBooksRegistration >**

Activating QuickBooks

Windows Server 2008

Stay in the Windows Administrator account, open QuickBooks and a sample file and activate in the normal manner.

Windows Server 2003

1. Copy the **Intuit** directory from **C:\WINDOWS** to **C:\Documents and Settings\Administrator\WINDOWS**
2. Log onto the server with the same Administrator account used installing QuickBooks.
3. Open QuickBooks, open the Sample File and Activate. Close QuickBooks.
4. Copy the **WINDOWS** directory from **C:\Documents and Settings\Administrator** to **C:\Documents and Settings\username** for each user who needs access to QuickBooks through Remote Desktop Connection

QuickBooks is now ready for use.

Installing updates and service packs

Updates and Service packs must be installed the same way as the application itself is installed.

- Windows Server 2003: install through Add/Remove Programs.
- Windows Server 2008: install through Install Application on Terminal Server

Your updated QuickBooks is now ready for operation.

Reinstalling QuickBooks

Whenever QuickBooks is re-installed (or Repaired), it must be activated again. You will need to follow the **Activating QuickBooks** steps above.