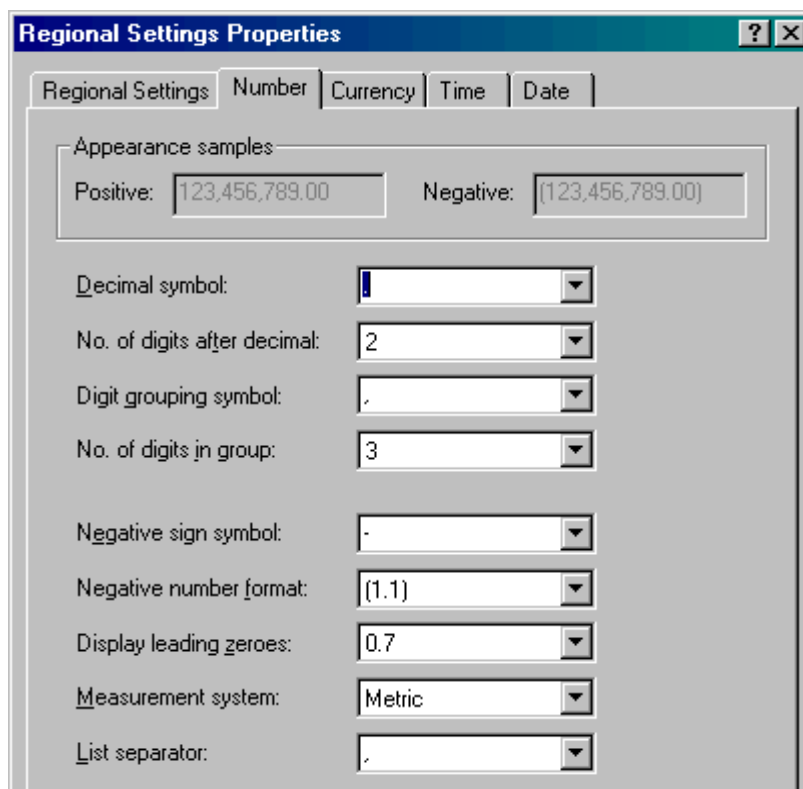




WINDOWS SETUP

Coalface Software Solutions software assumes that Microsoft Windows has been appropriately setup in accordance with normal Australian accounting conventions, as shown below.



You may decide that it is appropriate to pass this sheet to your IT section for use as a standard for all new Windows installations in your Council.

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The opinions expressed in this data sheet are the professional views of the authors and are intended to promote the development of improved accounting practices in Local Government.

They may not represent the best practice for your Council, which should be determined by consultation between the Council's officers and Auditor.

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WINDOWS SETUP

Regional Settings Properties [?] [X]

Regional Settings | Number | **Currency** | Time | Date

Appearance samples
Positive: \$123,456,789.00 Negative: (\$123,456,789.00)

¤ = Universal currency symbol

Currency symbol: \$

Position of currency symbol: ¤1.1

Negative number format: (¤1.1)

Decimal symbol: .

No. of digits after decimal: 2

Digit grouping symbol: ,

Number of digits in group: 3

Regional Settings Properties [?] [X]

Regional Settings | Number | Currency | **Date** | Time

Calendar
Calendar type: Gregorian Calendar

When a two digit year is entered, interpret as a year between:
1930 and 2029

Short date
Short date sample: 20/04/2001
Short date style: d/MM/yyyy

Date separator: /

Long date
Long date sample: Friday, 20 April 2001
Long date style: dddd, d MMMM yyyy

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