

SETUP BACKGROUNDMAIL



Pricka Bokslut

SWEDEN

www.pricka.se

support@pricka.se

SETUP INSTRUCTIONS

1. Install Pricka Bokslut on any server.

Edit the connection string in the PrickaBokslut.exe.config located in the application folder e.g. C:\Program Files (x86)\Pricka Bokslut\ and point out database and choose database login method.

```
<add name="PrickaBokslut.Properties.Settings.ConnectionString" connectionString="Data Source=myDatabase;Integrated Security=SSPI;Initial Catalog=PrickaBokslut" />
```

Example with username and password:

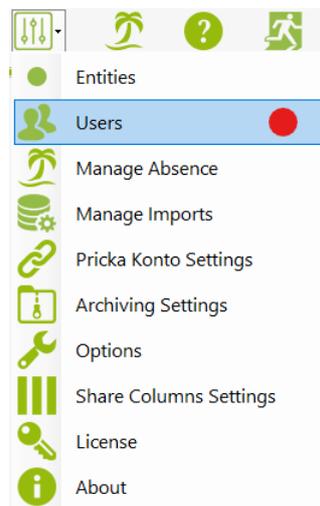
```
<add name="PrickaBokslut.Properties.Settings.ConnectionString" connectionString="Data Source=myDatabase; User Id=myUsername; Password=myPassword; Initial Catalog=PrickaBokslut" />
```

More information can be found via the following link:

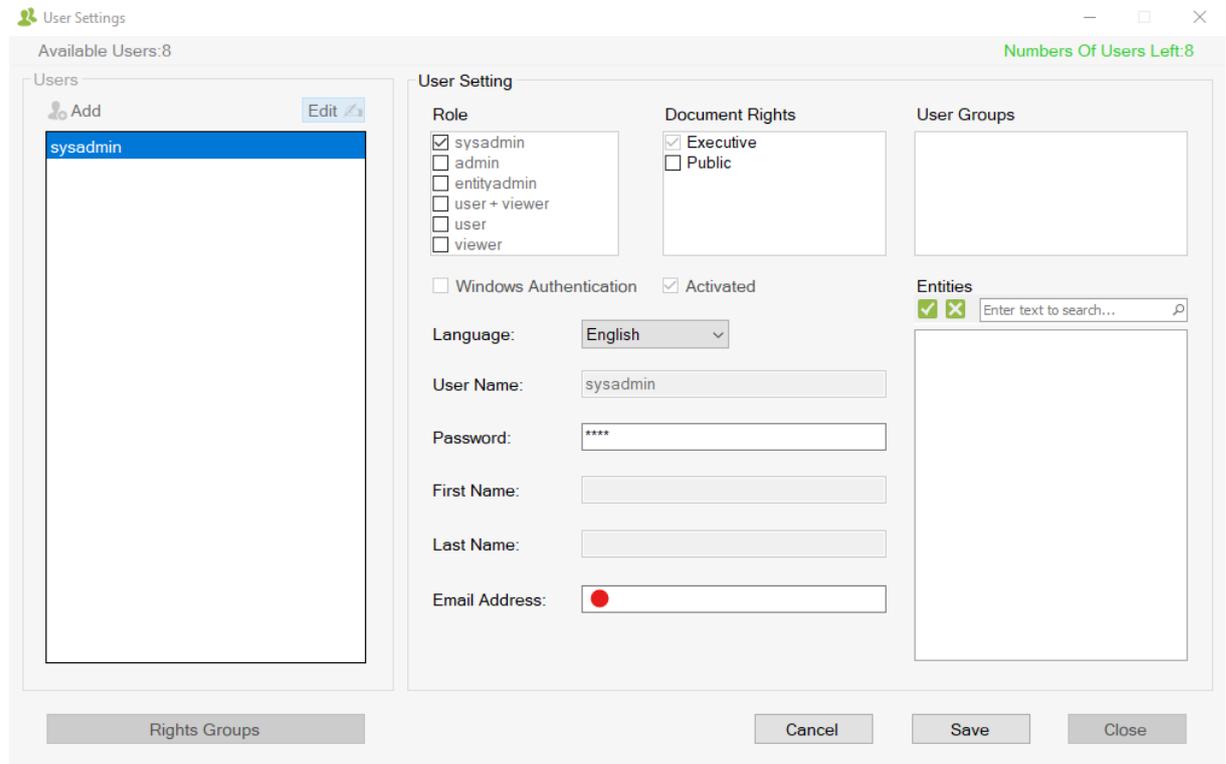
<http://www.connectionstrings.com/sql-server/>

2. Log in to the software as sysadmin or admin

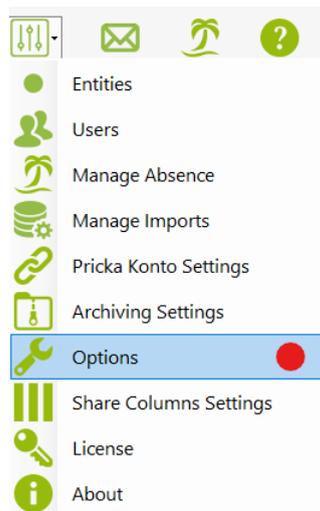
3. Open Users



4. Make sure the user you are logged in with has an email address.



5. Open Options



6. Fill in according to the red dots:

Options

General Email Differences

Activate Pricka Bokslut Email

Email Type

Send Email From Client Send Email From SQL Server

Email Options

To Do List Reminder List

Outgoing Email Server (SMTP)

Email Address:

User Name:

Password:

Server Name:

Port:

Server Requires SSL

Options Send Email In Background

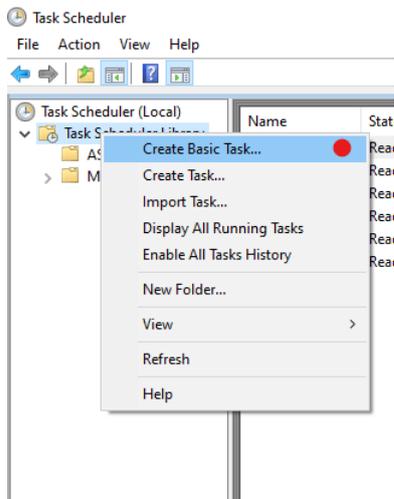
Email Language:

7. Press **Send Test Mail**. Check that the email arrived. If not check everything is set correctly and gates for sending mail are open in the firewall.

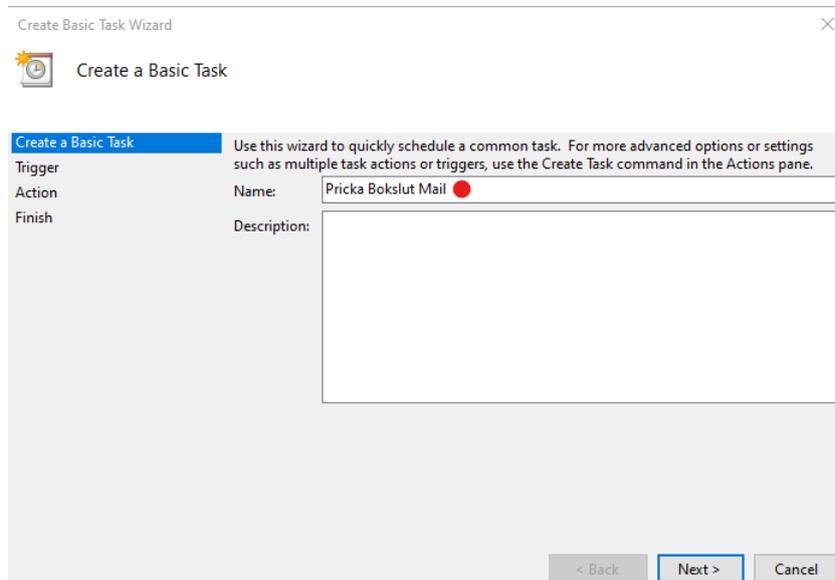
8. Press **OK** to save settings and close Pricka Bokslut.

9. Open Windows **Task Scheduler**

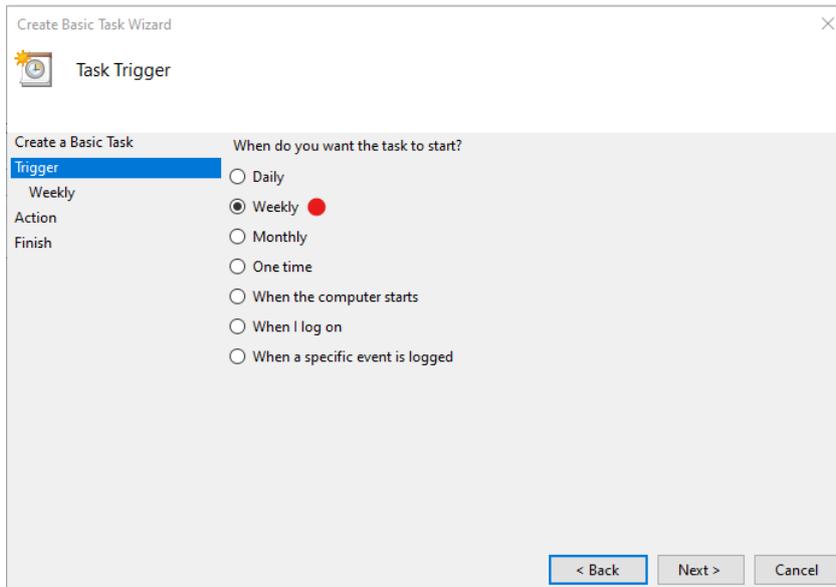
10. Right click on **Task Scheduler Library – Create basic Task...**



11. Enter name “Pricka Bokslut Mail” and press **Next**



12. Select **Weekly** and press **Next**



Create Basic Task Wizard

Task Trigger

Create a Basic Task

Trigger

Weekly

Action

Finish

When do you want the task to start?

Daily

Weekly

Monthly

One time

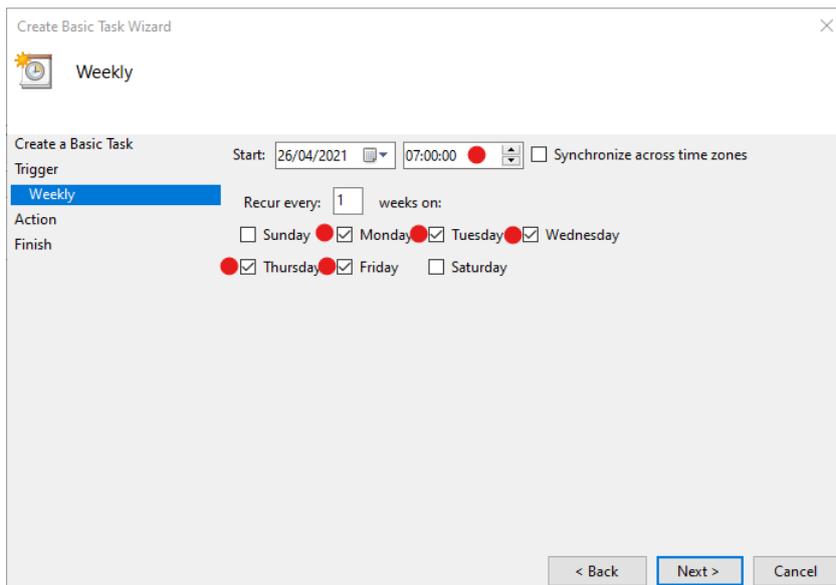
When the computer starts

When I log on

When a specific event is logged

< Back Next > Cancel

13. Fill in according to the red dots and press **Next**



Create Basic Task Wizard

Weekly

Create a Basic Task

Trigger

Weekly

Action

Finish

Start: 26/04/2021 07:00:00 Synchronize across time zones

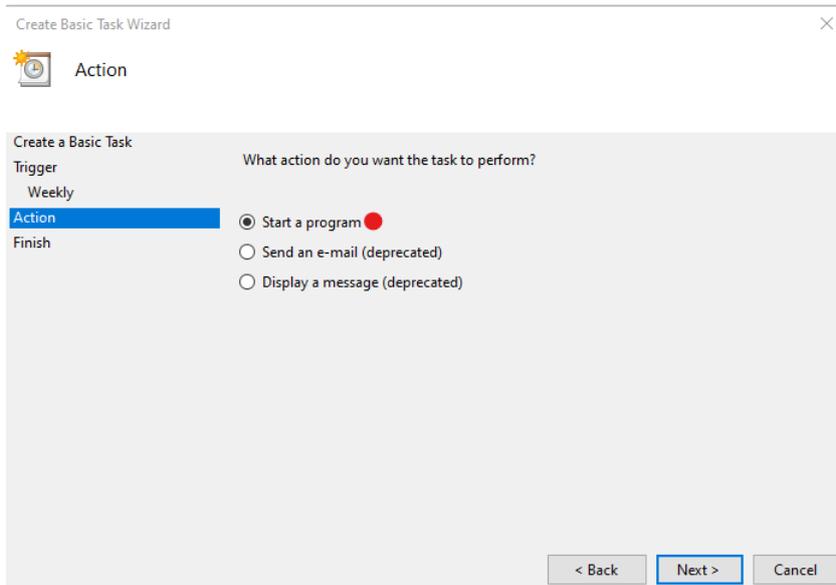
Recur every: 1 weeks on:

Sunday Monday Tuesday Wednesday

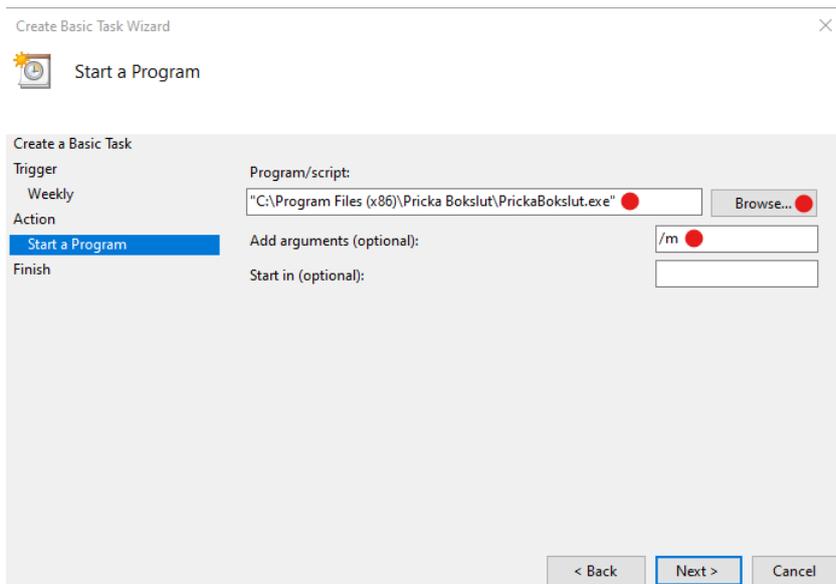
Thursday Friday Saturday

< Back Next > Cancel

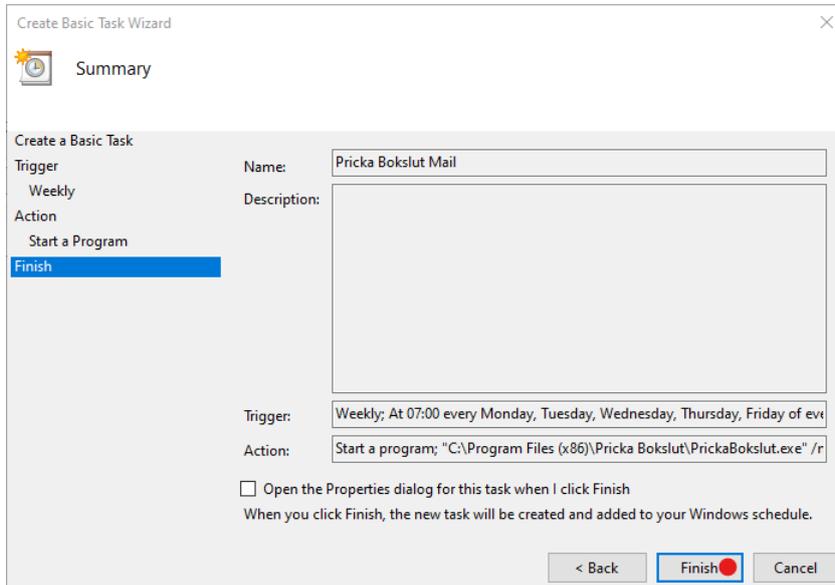
1. Select **Start a program** and press **Next**



2. Press **Browse** and select **C:\Program Files (x86)\Pricka Bokslut\PrickaBokslut.exe** and add arguments **/m**. Then press **Next**.



3. Press Finish



If you want to test that the e-mail is sent to users, you can right-click on the task and press **Run**.
NOTE! In order for e-mails to be sent, there must be reconciliations and tasks to be performed.

