

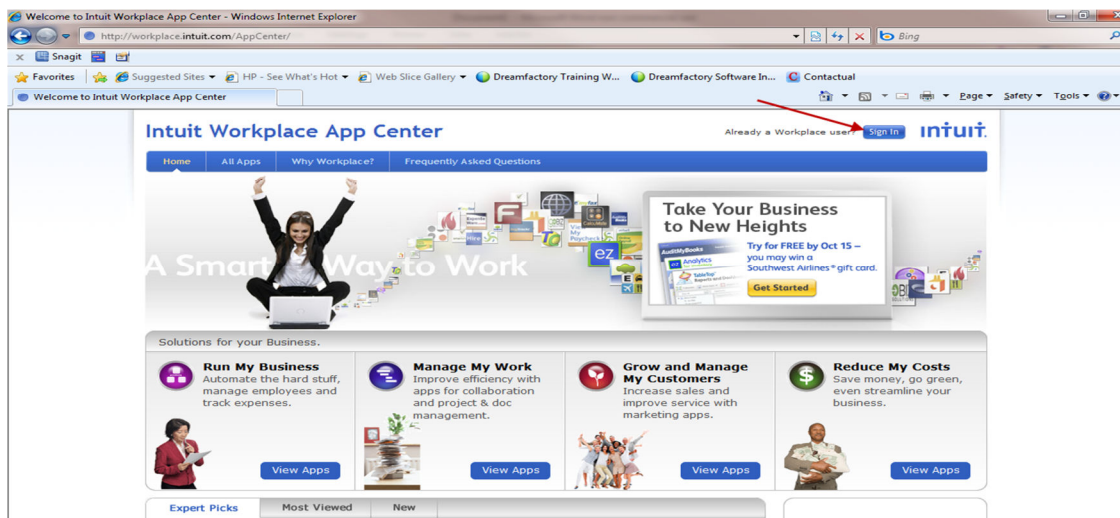
TableTop Reports and Dashboards Installation Guide

This document provides step by step instructions how to set up a 15 day Free Trial of the TableTop Application. We currently support Internet Explorer and Firefox. Prior to accessing TableTop, each user will be required to install either an active x control (Internet Explorer) or a plugin (Firefox).

Internet Explorer

The instructions below detail the required steps necessary to initiate a free 15 day trial of TableTop using the Firefox browser. This section also contains step by step installation instructions for the DreamFactory Player plugin for Firefox.

1. Open a new Internet Explorer browser and login to <http://workplace.intuit.com/>
2. Once the Workplace Home Page appears, click on the blue Sign in button located in the top right corner of the screen



3. Next log into your Intuit Account

Intuit Workplace App Center intuit.

Welcome to Intuit Workplace

Take Your Business to New Heights
with Apps from Intuit App Center.

Try for FREE by Oct 15 – you may win a Southwest Airlines® gift card.

Get Started

Intuit Account

You need an Intuit Account to get started. No account? [Create one now.](#)

What other online services or apps use this user ID?

Enter your email address:
 Returning customers may sign in with a custom user ID

Do you have a password?

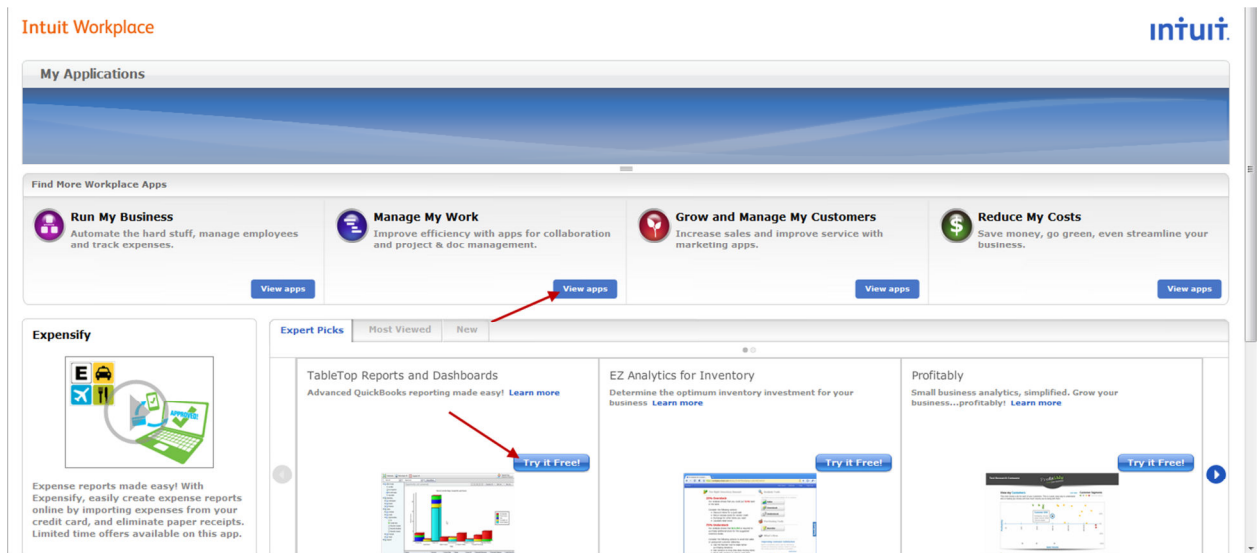
Yes, I have a password:

No, I'm a new customer

Sign In

[Forgot your user ID?](#) • [Forgot your password?](#)

- Next, either click on the blue try It Free Button at the bottom next to the TableTop picture under Expert Picks, or click on the blue button titled More Apps under Manage My Work section and then just click the Try It Free in the list of Applications.



- The next step would be to Set up your subscription of TableTop. Here you type the Business Name and phone number and check the box and click the blue Launch App button.


Intuit Workplace App Center intuit.

Intuit Account > **Set up App** > Start Using TableTop Dashboards And Reports

Set up your subscription of TableTop Dashboards And Reports

You will be signed up for a **15-day trial**, for up to **10 users**.

We need a few more pieces of information from you in order to get your app up and running.



TableTop Reports and Dashboards

TableTop adds advanced Web reporting to desktop editions of QuickBooks. Rapidly create connected reports, detailed dashboards, and live "QuickBooks powered spreadsheets".

DreamFactory Software, Inc.
1-888-399-3732

▼ **Create Business Profile**

A business profile manages identity information needed for your business use of Intuit online services.

Enter your business profile information

Both fields are required.

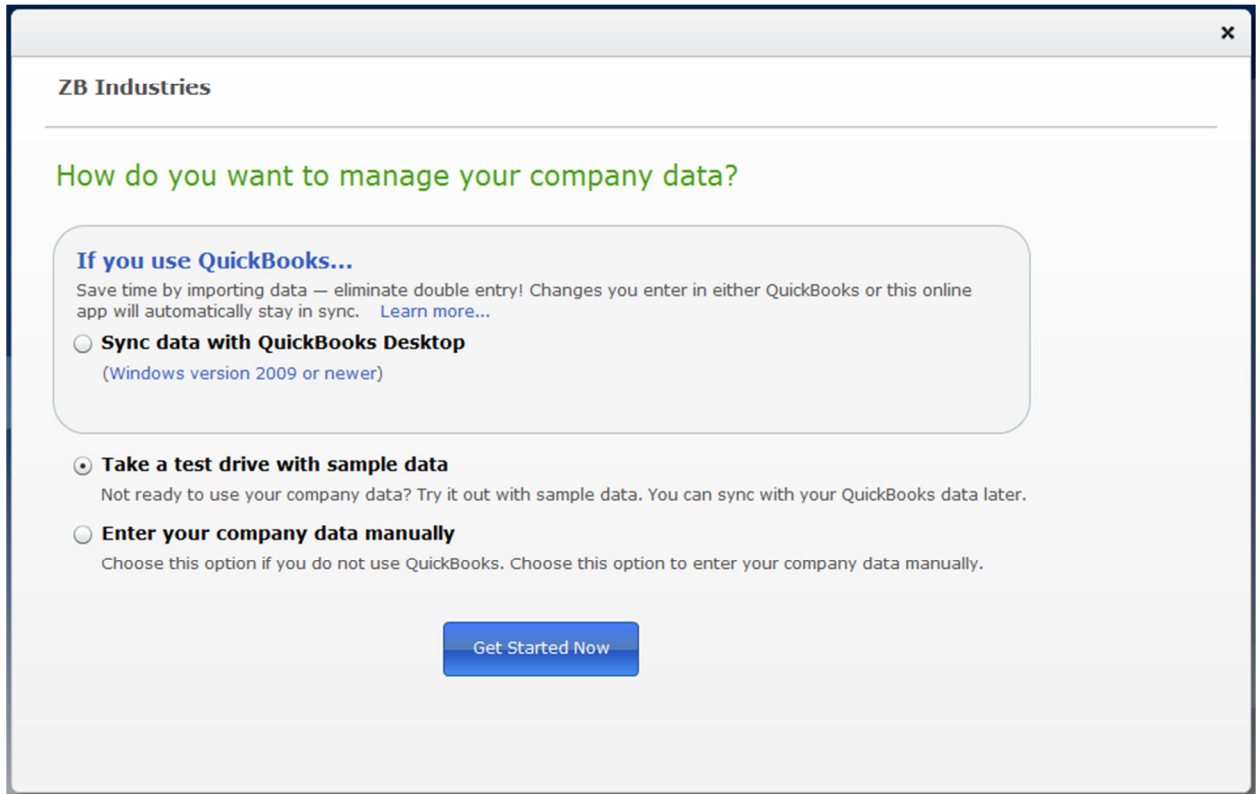
Business name:

Phone Number: +1 - Ext:

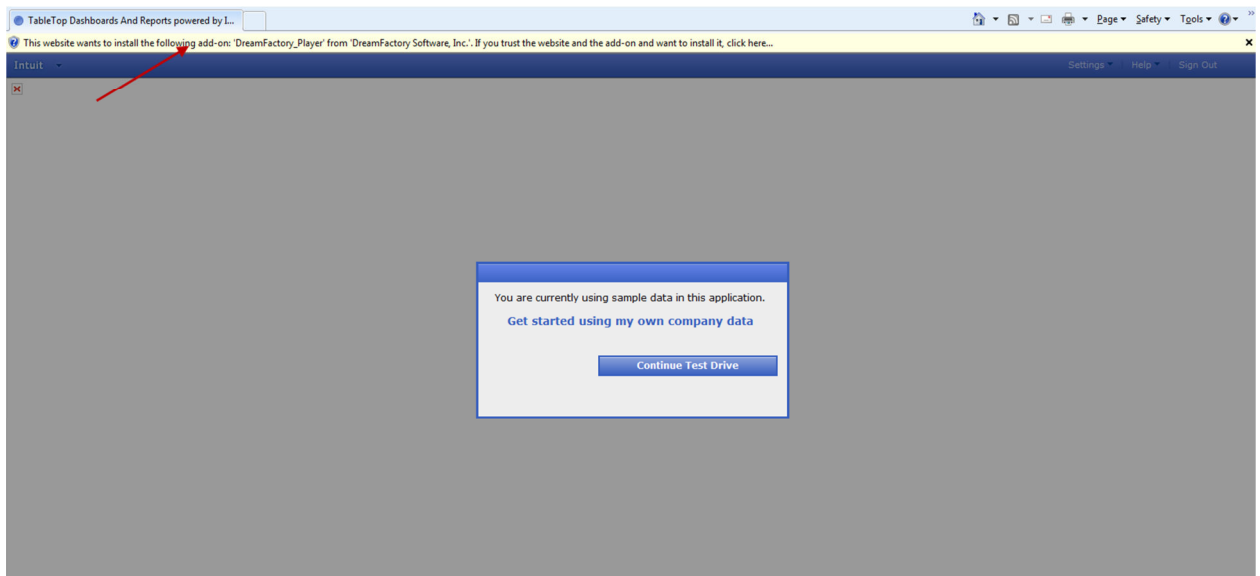
I have read and agree to the [End-user License Agreement](#) and the [Privacy Policy](#) for this application. I understand that I am engaging in a direct relationship with DreamFactory Software, Inc. and as a result they will receive my contact information and that information is subject to the DreamFactory Software, Inc. Privacy Policy.

Launch App

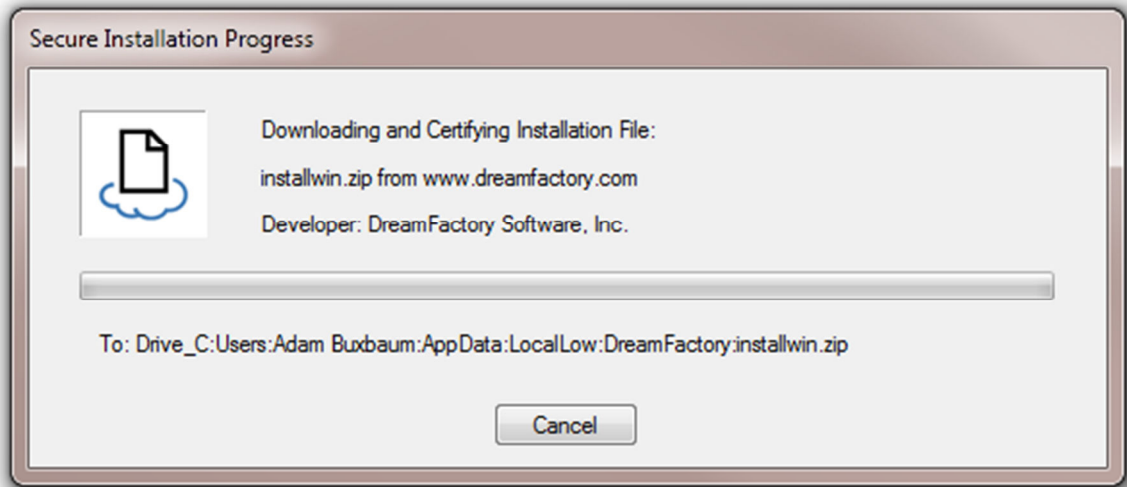
- Next, choose how you want to manage your company data



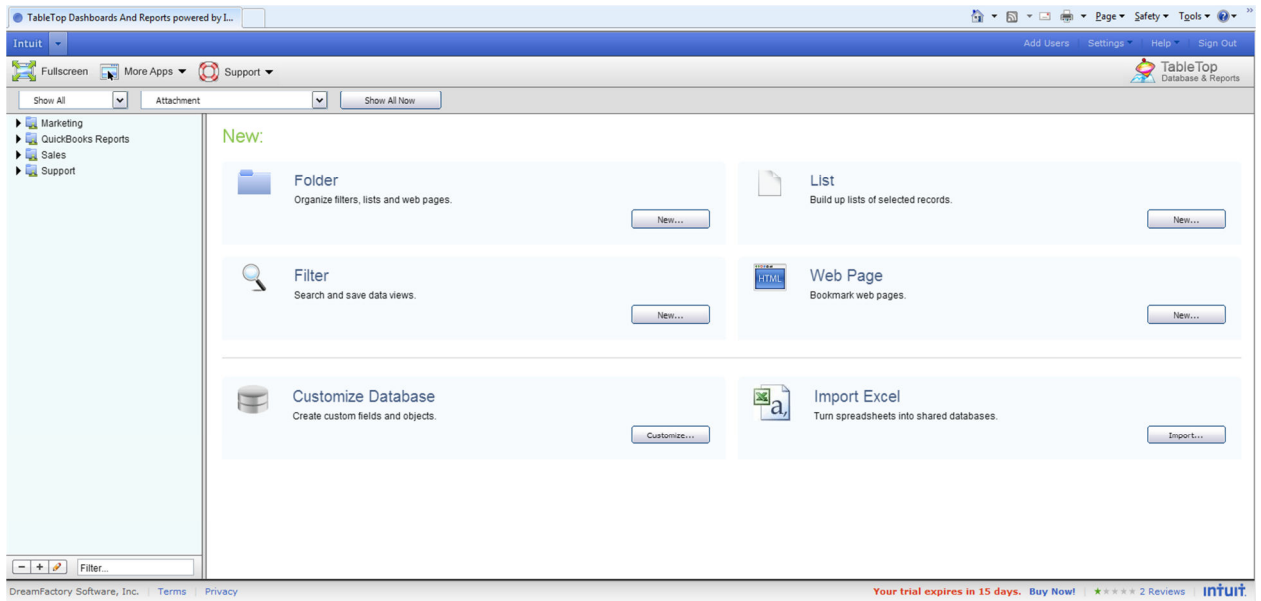
- Next, you will be prompted to install the DreamFactory Player. Simply click on the yellow bar on the top of the screen to initiate the installation.



- Once you click on the Continue Test Drive button in the middle of the screen a progress bar will appear which will load the DreamFactory Player.



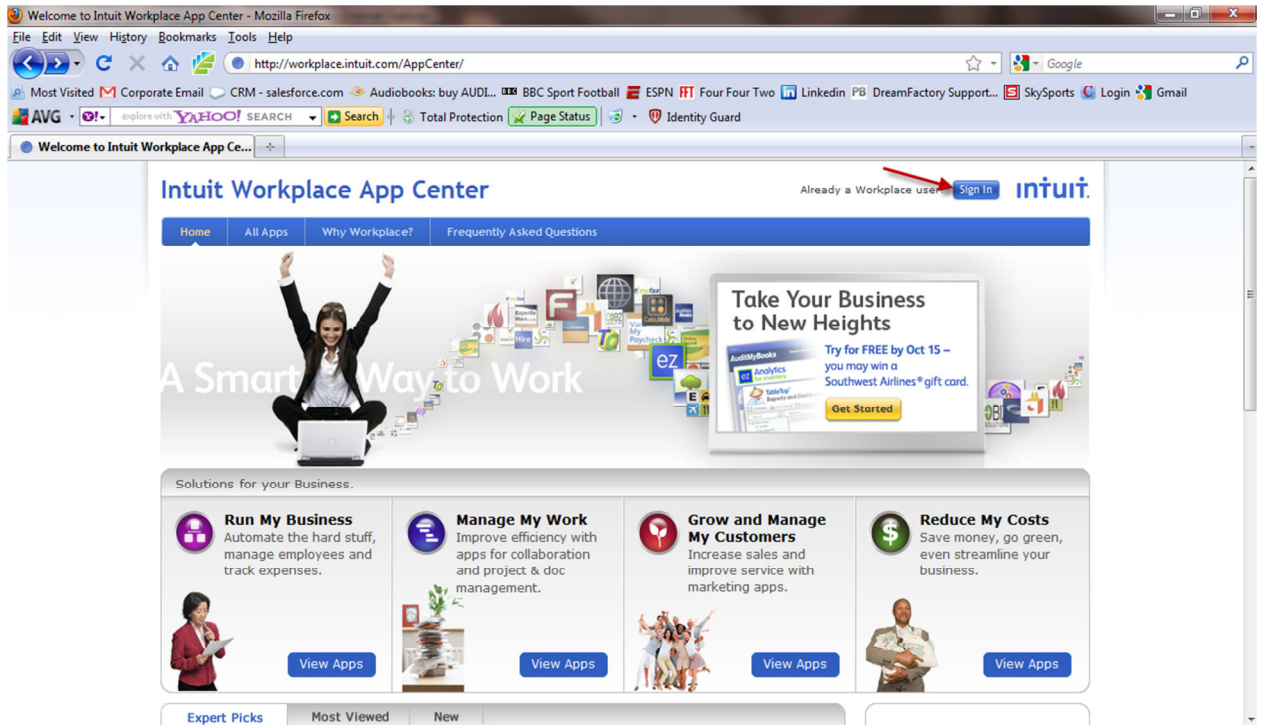
- After the progress bar finished, the TableTop Home Page will populate the screen



Firefox

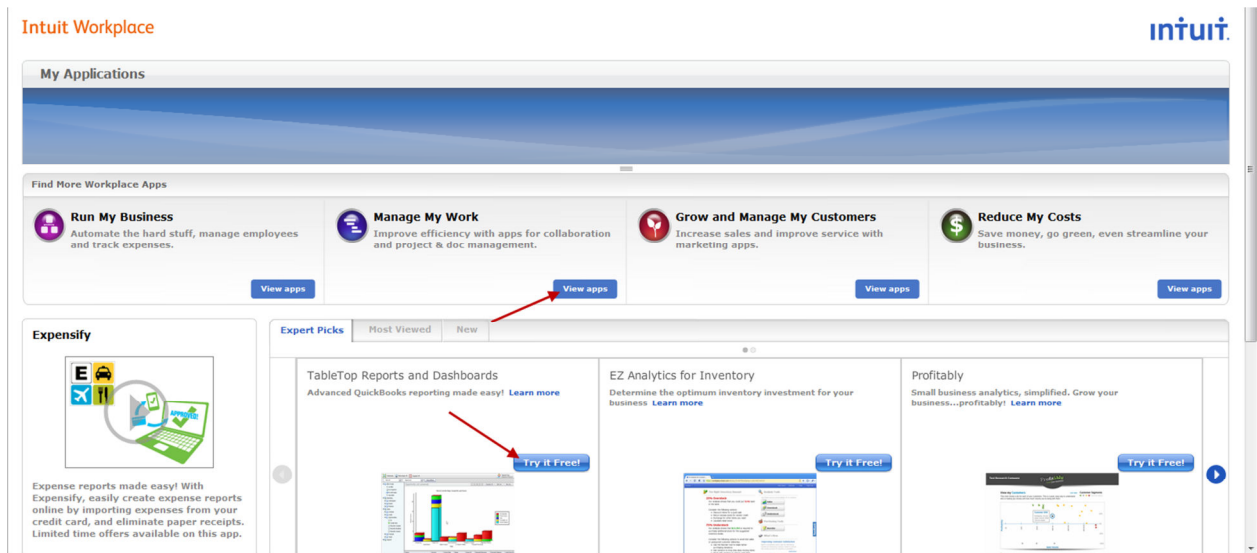
The instructions below detail the required steps necessary to initiate a free 15 day trial of TableTop using the Firefox browser. This section also contains step by step installation instructions for the DreamFactory Player plugin for Firefox.

1. Open a new Firefox browser and login to <http://workplace.intuit.com/>
2. Once the Workplace Home Page appears, click on the blue Sign in button located in the top right corner of the screen

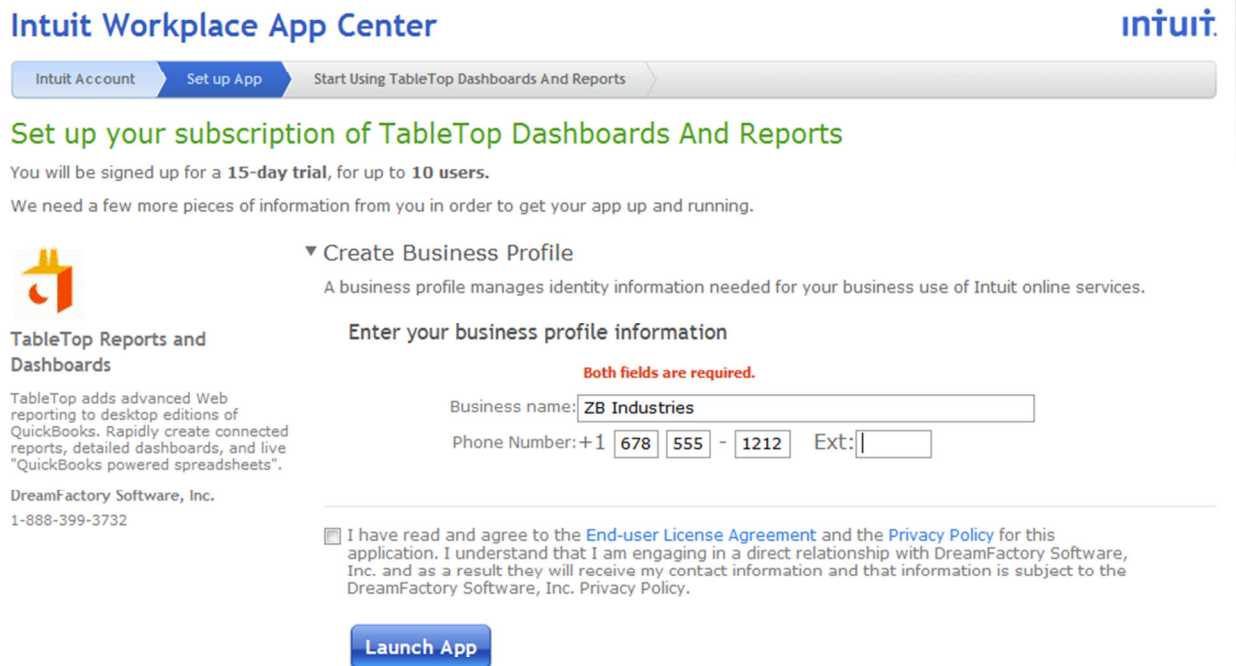


3. Next log into your Intuit Account

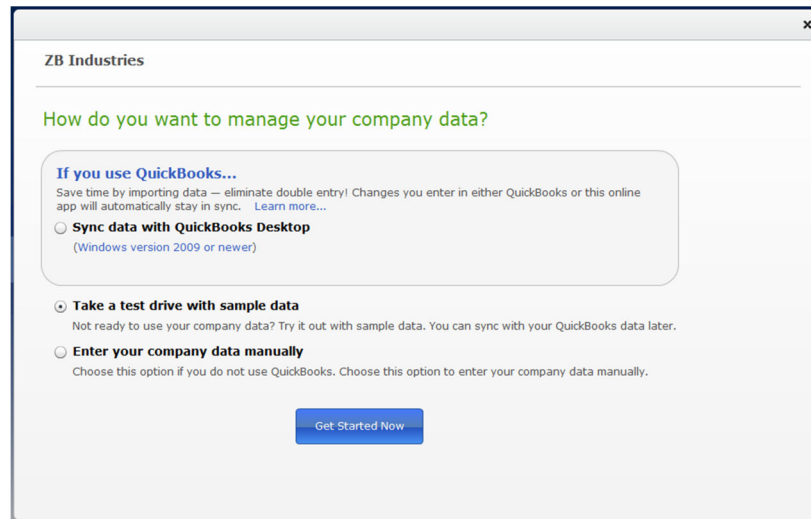
- Next, either click on the blue Try It Free Button at the bottom next to the TableTop picture under Expert Picks, or click on the blue button titled More Apps under Manage My Work section and then just click the Try It Free in the list of Applications.



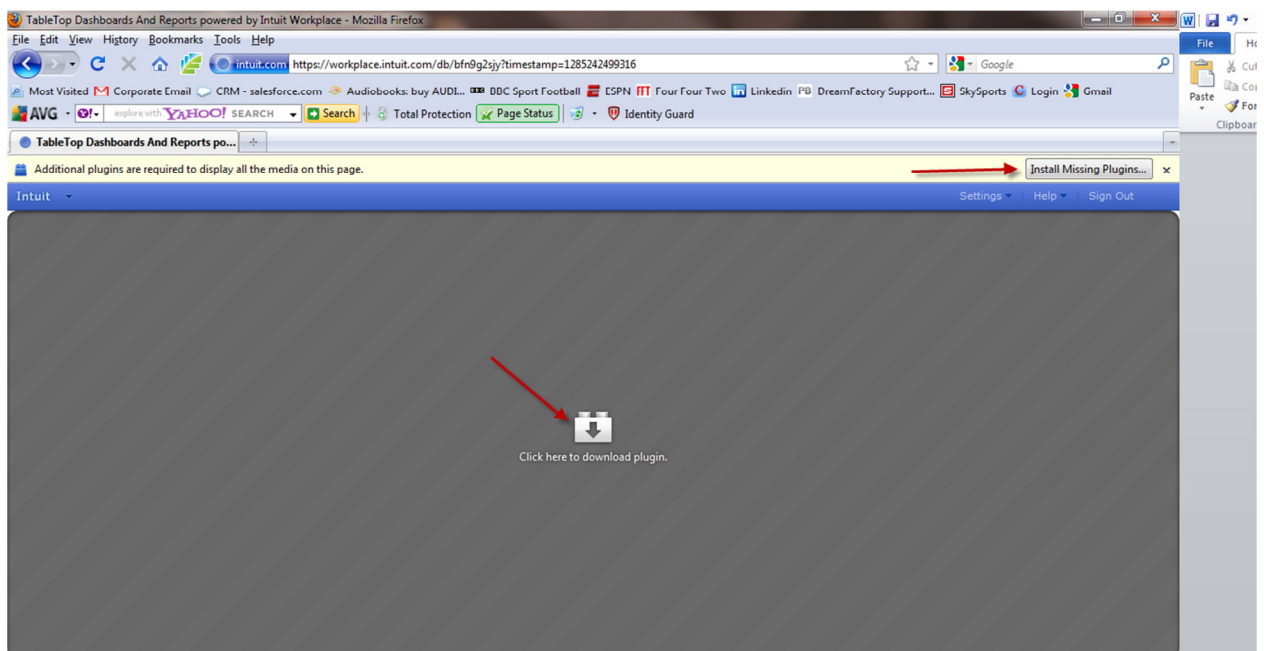
- The next step would be to Set up your subscription of TableTop. Here you type the Business Name and phone number and check the box and click the blue Launch App button.



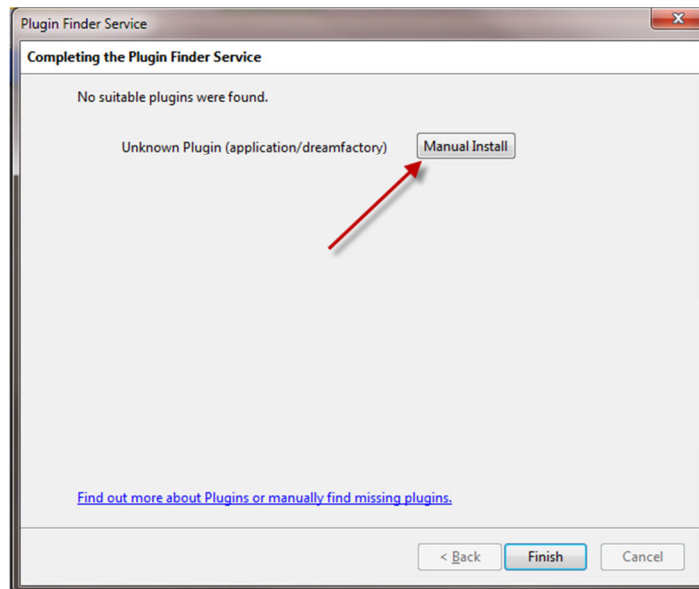
6. Next, you are prompted to choose how you want to manage your company data. There are three options including the following:
- A. Sync data with Quickbooks Desktop – Click the Learn More link for additional information
 - B. Take a test drive with sample data
 - C. Enter your Company data manually (recommended if you do not have Quickbooks)



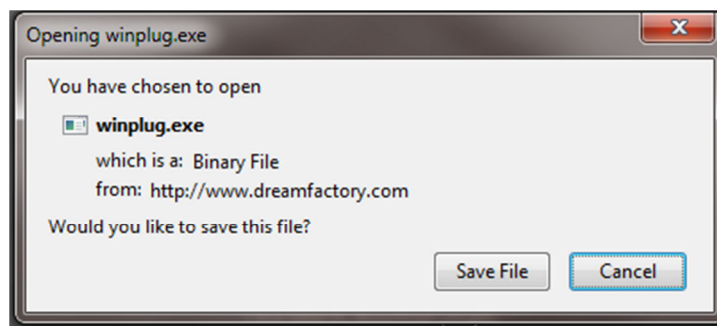
7. Once click the Get Started Now, you are brought to a screen where you are prompted to download a plugin. The screen that you see next has a download icon in the middle of the screen saying click here to download plugin. It also has a ribbon on the top of the screen that states Additional plugins are required to display all the media on this page and adds an Install Missing Plugins button on the right side of the ribbon.



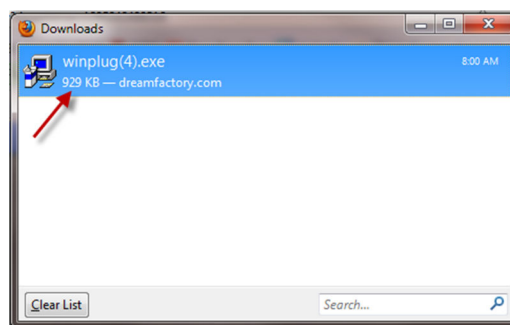
- Once you click on either the download icon or the Install Missing Plugins button, the Plugin Finder Service screen will appear.



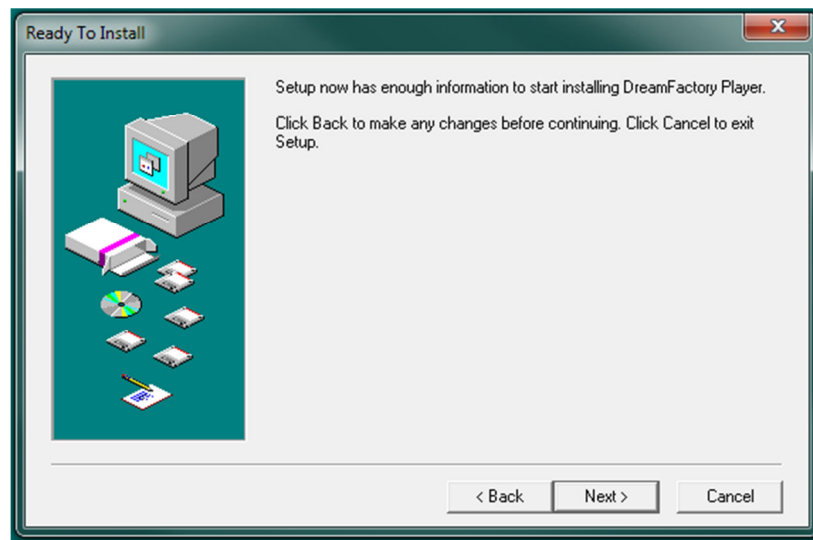
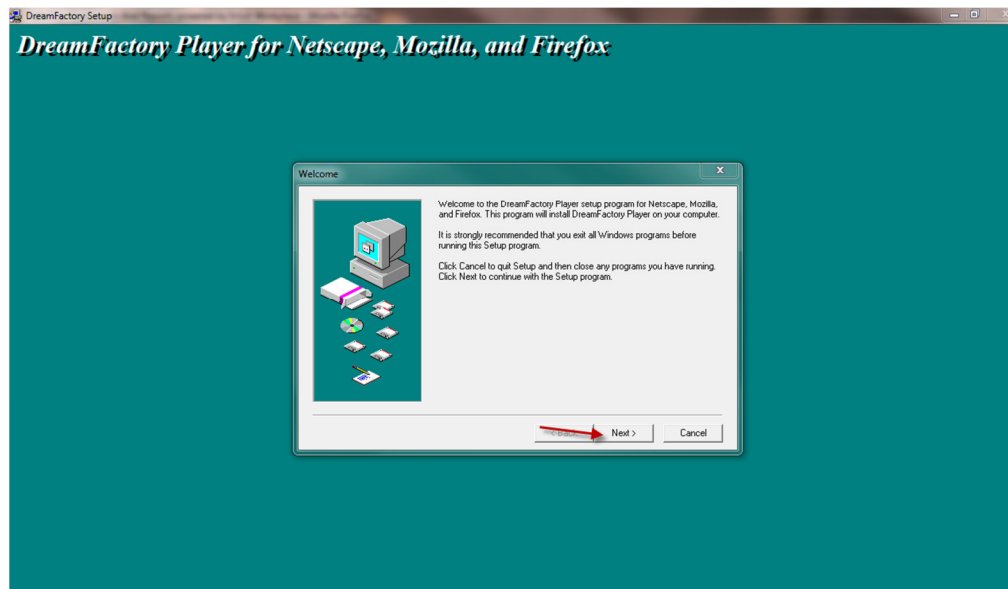
- Simply click on the Manual Install button and you will be prompted to save the file. This will download the file to your computer.



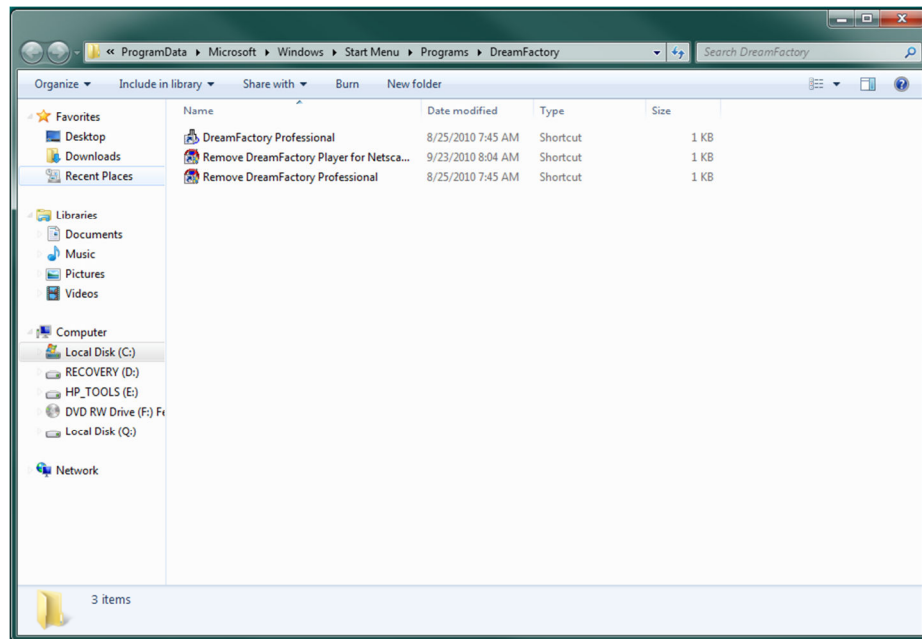
- Once you click the Save File button, the Firefox Downloads dialog box will appear with the downloaded exe file.



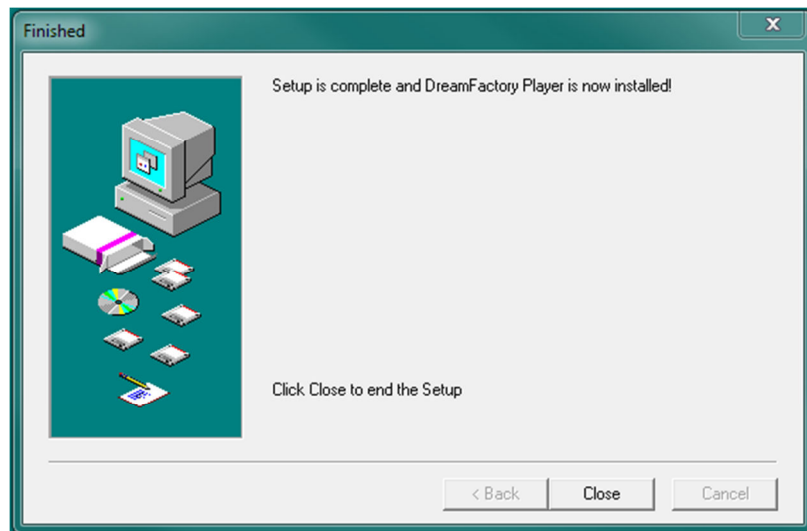
11. Double click on the exe file to run the manual installer. Next, the DreamFactory player installation wizard will appear. This is a 3 step wizard. Simply click the Next button at each step to proceed.



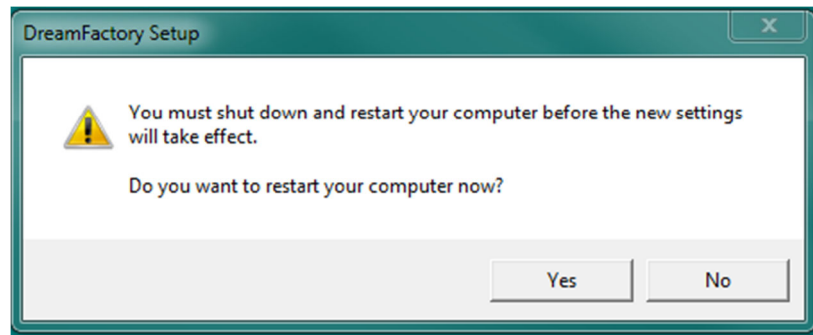
After you click the second Next button, a window open displaying the installed Firefox plugin will open. Simply close this window to continue with the installation.



Click the close button to complete the installation of the plugin.

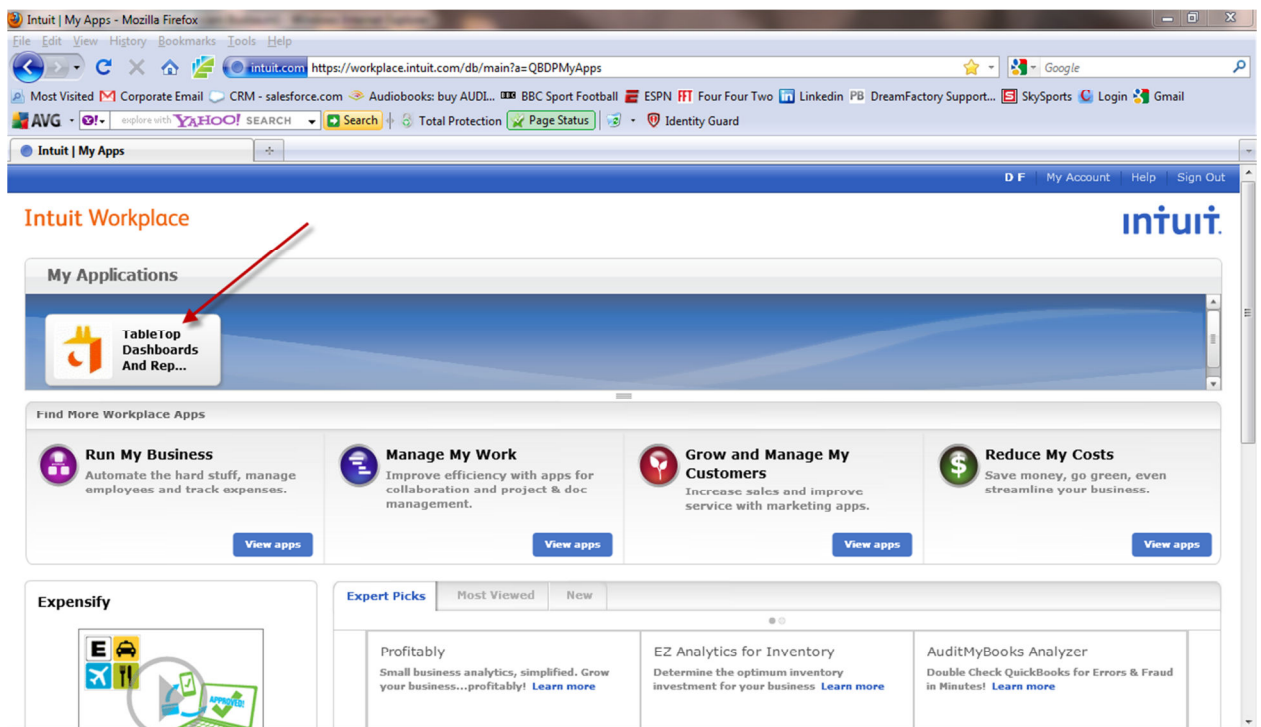


12. Once you have clicked the Close button on the final screen, you will be immediately prompted to restart your computer to activate the plugin.

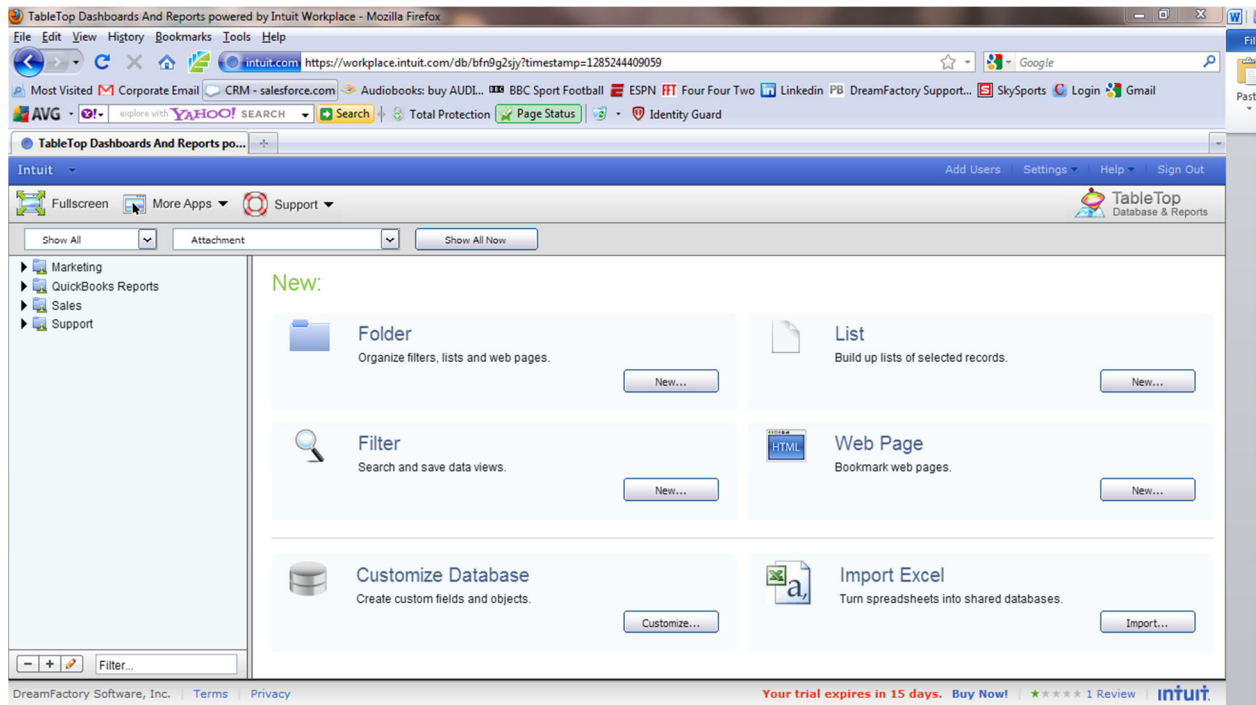


13. Once you have restarted your computer, open up a Firefox browser and log back into your Workplace Account.

14. Once you have logged in, you will see the TableTop Application icon in the My Applications table on your screen.



15. Simply click on the icon to launch the TableTop. The application will start to load and then you will be presented with the TableTop Home Page.



Support Information

Please direct all questions to DreamFactory Support at one of the following Support Options.

Live Chat – You can initiate a Live Chat with one of our Success Engineers by simply clicking on the Support Menu and selecting the Live Chat option.

Phone Support – You can contact our Support Engineers by phone at 1-877-577-3453 or by selecting the Phone Support option from the Support Menu.

Email Support – You can also email DreamFactory Support at support@dreamfactory.com.

Support Wiki – You can access additional information by accessing the DreamFactory Support Wiki online at <http://dreamfactory.pbworks.com/SnapShot>.

DreamFactory Support is available 5:00 AM until 5:00 PM PST (8:00 AM – 8:00PM EST) M-F.