



Instruction Sheet for FrontAccounting

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1 Online / Offline content

1. The online content of Spoken Tutorials can be accessed from :
<http://spoken-tutorial.org/tutorial-search/>
2. You can also download the Spoken Tutorials for offline learning from :
<http://spoken-tutorial.org/cdcontent/>
3. From this link download the FOSS categories in the language you wish to learn.
4. The Spoken Tutorial content will be downloaded as a zip file on your machine.
5. Extract the contents of the zip file & access them.

2 The procedure to practise

1. You have been given a set of spoken tutorials and files.
2. You will typically do one tutorial at a time.
3. You may listen to a spoken tutorial and practise by reproducing all the steps shown in the video side-by-side.
4. If you find it difficult to do the above, you may consider listening to the whole tutorial once and then practise during the second hearing.

3 FrontAccounting

1. Click on "Select FOSS" or "All FOSS Categories" drop-down and choose "FrontAccounting".
2. Click on "Select Language" or "All Languages" drop-down and choose the language (English, Hindi, Marathi ...) in which you wish to learn.
3. Click on "Submit" button.

4. You will see a list of tutorials based on your selection.
5. Start with the first tutorial in the displayed list.

4 First tutorial: Installation of FrontAccounting on Linux OS

1. Locate the topic **Installation of FrontAccounting on Linux OS** and click on it.
2. To view the tutorial, click on the Play icon which is located in the player.
3. The Pre-requisite will be visible below the player (only for Online contents).
4. Outline, Assignments, Code Files and Slides are available below the player.
5. Adjust the size of the browser in such a way that you are able to practice in parallel.

5 Subsequent tutorials

1. Complete all FrontAccounting tutorials following the instructions. In particular, do the following for every tutorial.
2. In the FrontAccounting administrative panel, enter the username and password that was set during installation.
3. Attempt the Assignments as instructed in the tutorial.
4. Save your work.

6 Common instructions

1. Play-pause-practise the whole tutorial.

2. Once the tutorial is complete, choose the next tutorial from the playlist which is located on the right side or below the player.
3. Follow all the above instructions, till you complete all the tutorials in the series.