



CONSULTING



USER MANUAL
BEAN Audit program

BEAN Audit Training

Download Link : <http://download.beanaudit.com/BeanSetup.exe>

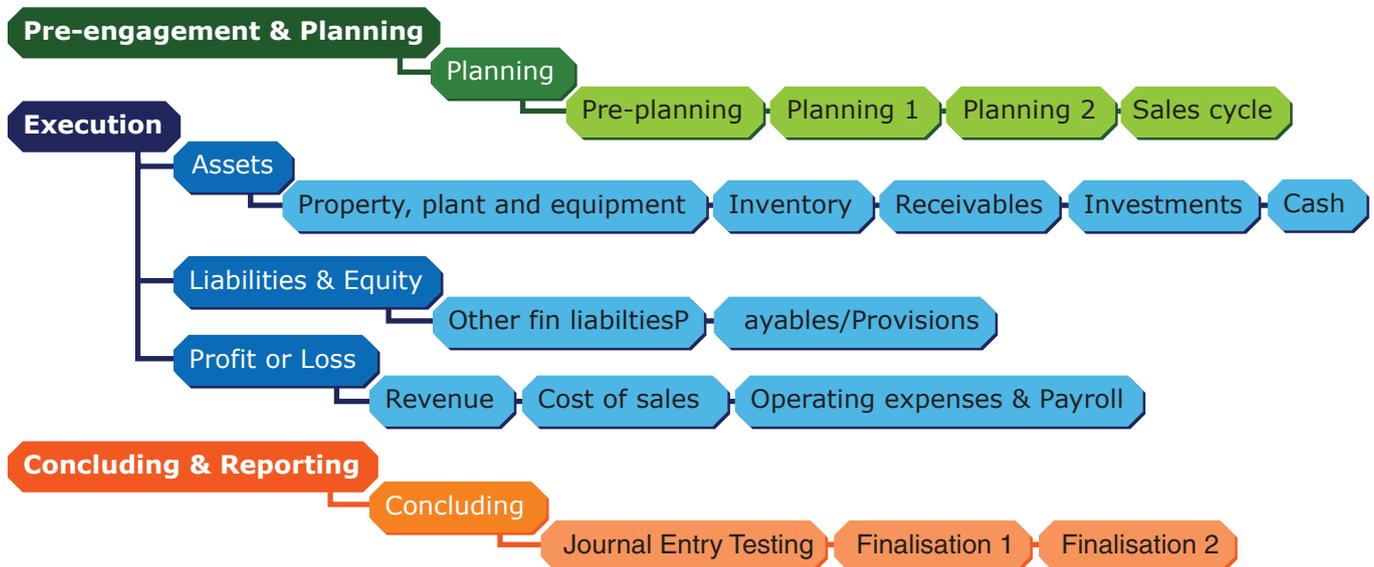
Activation Key : **<YOUR CLIENT KEY>**



This application is a digital simulated audit taking trainees from pre-engagement activities to wrapping up. This is an educational application and a learning tool which is accessible to users via a desktop application. The BEAN application includes the following features:



BEAN covers the following learning modules around the audit:



Each module has a quiz allowing firms to track their trainees' learning. The reporting section allows firms to track group performance and individuals performance.

OWN PACE: BEAN allows learners to learn at their own pace – allowing them to personally adjust the time taken to complete a module for their preferred learning style and understanding. This results in less frustration from learners who are left behind because the class has moved on; or be bored discussing a topic they know well!

ON THE JOB TRAINING: BEAN allows learners to go back and revise their learning whenever; wherever they are – giving you an on-the-job training partner/manager at the click of a button!

MODEL AUDIT FILE: As learners complete the training, they build a model audit file giving them a complete file by the end of the program as a vital learning tool.

BEAN Audit Training Installation Guide

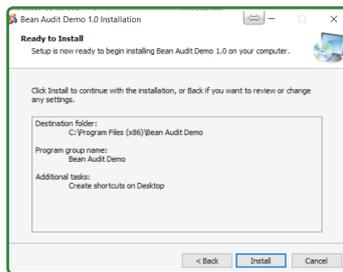
Please follow the steps below to download the software.

Step 1: Click on the below link to download the software:

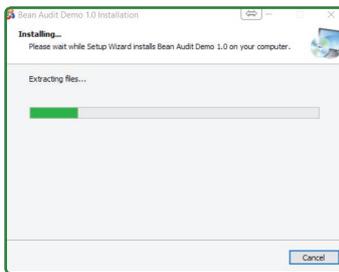
www.beanaudit.com/BeanSetup.exe



Step 2: Click on 'Next'.



Step 3: Click on 'Install'.



Step 4: The system will extract the files. This may take a few minutes.



Step 5: Tick the box 'Launch BEAN Audit'. Then click 'Finish'.

Please follow the steps below to complete your activation.



Once the software has downloaded, you will find the software on your desktop via the BEAN icon.

Activating your Fundamentals Software

When you open your BEAN application for the first time, it will require an authentication process which then activates the license and locks it down to each trainee.



You will require the following:

Full Name - this will be stored and used for all certificates

Email Address - a valid email address (please see below)

Client Key - **Provided in your E-Mail**

Please note: You have to use the email domain name of your firm. This is the '@xxxx' in your email address. Should your trainees have a different domain name listed, please let us know so that we can add it to the system allowing activation to take place. If the domain name is different to the one listed in the email and you do not inform us, activation will fail.

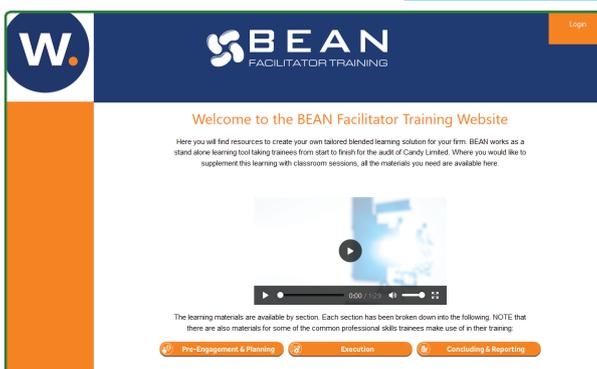
Please make sure that your **ADOBE FLASH PLAYER** is up to date on ADOBE.COM

If you need any help please contact our team for assistance on support@beanaudit.com

Facilitator Toolkit

Please follow the link:

<http://beanaudit.com/facilitator/log.php>



This toolkit provides your offices/facilitators with all the training material needed from slides, facilitator notes, video, case studies etc.

Digital learning can be supplemented by relevant classroom training at key intervals by using the Nexia Audit Facilitator training. This training links into the digital application.

Should you want access to the facilitator training toolkit, please email us on

facilitator@beanaudit.com