

# Getting started

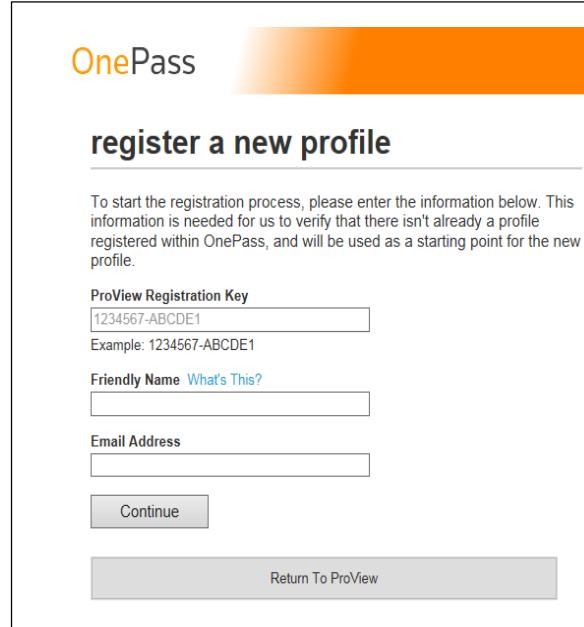
Accessing Insights into IFRS on Thomson Reuters ProView™



# Step 1

## Register your e-book to your OnePass account

- Activate your ProView access with the registration key in the Welcome e-mail.
- Please note that you can use your email address as your username.
- When prompted for a ‘Friendly Name’, enter your name.
- Create a password (8–10 characters).
- On completion of registration, you will have your **OnePass username and password**.



The screenshot shows the 'register a new profile' page of the OnePass website. The page has a header 'OnePass' and a sub-header 'register a new profile'. Below this, a note says: 'To start the registration process, please enter the information below. This information is needed for us to verify that there isn't already a profile registered within OnePass, and will be used as a starting point for the new profile.' The form fields are: 'ProView Registration Key' (containing '1234567-ABCDE1'), 'Friendly Name' (containing 'What's This?'), 'Email Address' (empty), and a 'Continue' button. At the bottom is a 'Return To ProView' link.

For a step-by-step overview of the registration process, see **Appendix A**.

# Step 2\*

## Download Thomson Reuters ProView



- For **KPMG computers**, follow the link in your Welcome e-mail.
- For **non-KPMG computers**, [click here](#).



- For **iPad**, go to the Apple App store (not available for iPhone).
- For **Android**, go to Google Play
- Search for ‘ProView’ and download.

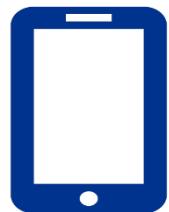
\*This Step is relevant only if you are required to download the app yourself. If your local IT administrator has installed the app for you, then go straight to Step 3.

# Step 3

## Launch ProView



—On your PC, launch ProView from the 'Start' menu or from your desktop.



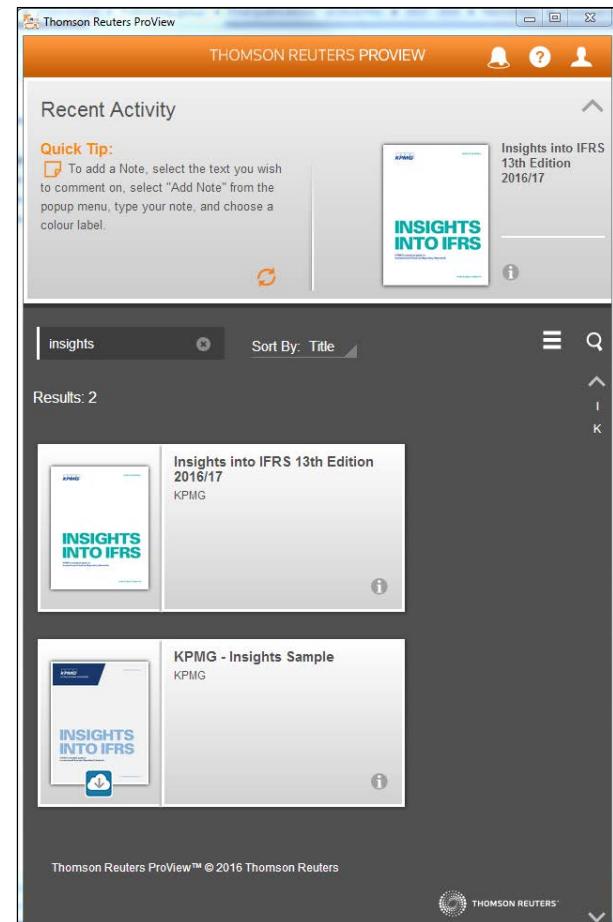
—On your iPad or your Android tablet, click on the ProView icon.

Make the most of ProView: Access **Insights into IFRS** on up to 4 devices.

# Step 4

## View your library

- Log in with your **OnePass username** and **password**. You do not need to select the country.
- To read your e-book, click on the cover to download, this only needs to be done once and requires an internet connection.
- Once it has downloaded, your e-book is ready to view even when you don't have internet access.



# ProView questions

## Unsure about what to do next?

- For more information about ProView functionality, [click here](#).
- For other questions, read our [FAQs](#).
- If you can't find answers to your questions in the documents above, contact local IT.



# ProView licence

## What are the terms of use?

- Use of the ProView e-book(s) is subject to a [content licence](#).
- By using the e-book(s) you agree to be bound by the terms of this licence.
- From time to time the licence may be updated so please check (using the above link) for updates.

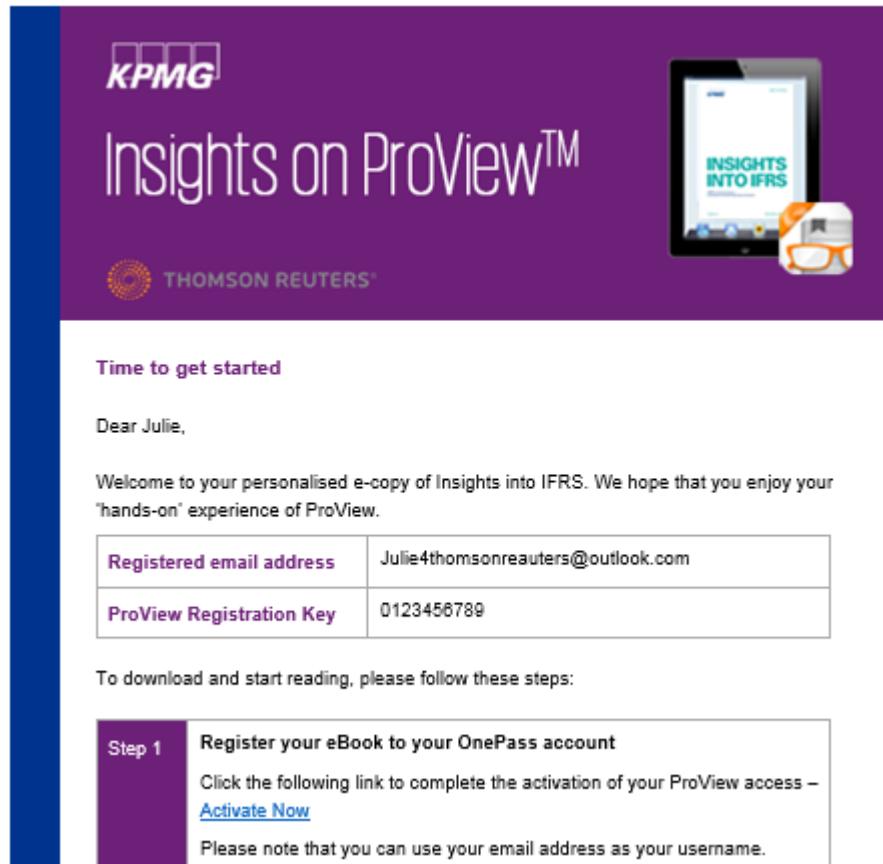


# APPENDIX A

## **Step-by-step overview of the registration process**

# ProView - User registration

As a new user, you will receive a welcome email



**KPMG**

Insights on ProView™

THOMSON REUTERS®

Time to get started

Dear Julie,

Welcome to your personalised e-copy of Insights into IFRS. We hope that you enjoy your 'hands-on' experience of ProView.

Registered email address	Julie4thomsonreuters@outlook.com
ProView Registration Key	0123456789

To download and start reading, please follow these steps:

**Step 1** Register your eBook to your OnePass account

Click the following link to complete the activation of your ProView access – [Activate Now](#)

Please note that you can use your email address as your username.

# ProView - User registration

## Set up your OnePass username and password

OnePass

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### register a new profile

To start the registration process, please enter the information below. This information is needed for us to verify that there isn't already a profile registered within OnePass, and will be used as a starting point for the new profile.

ProView Registration Key  
1234567-ABCDE6

Friendly Name [What's This?](#)

Provew

**ProView is case sensitive!**

Email Address

juliewatts4thomsonreuters@outlook.com

[Continue](#)

[Return To ProView](#)

# ProView - User registration

## Complete your profile

OnePass

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Already have a OnePass profile? [Update your profile](#)

**Register a new OnePass Profile**

Register for a new Profile within OnePass by entering the information below.

**Your Information**

First Name: Julie

Last Name: Watts

Email Address: juliewatts4thomsonreuters@outlook.com

Confirm Email Address: juliewatts4thomsonreuters@outlook.com

Alternate Email Address(es) (Optional): Comma Separated

**Username and Password**

Username: Julie\_Watts4

Password:  (Redacted)

Confirm Password: Must be same as Password field

**Password Requirements**

- Must be between 8 and 16 characters
- Contains 3 of the below character classes

**Character Classes**

- Uppercase letters (A, B, C...)
- Lowercase letters (a, b, c...)
- Numbers (1, 2, 3...)
- Special characters (i.e. @, -, #, %)
- Other Characters (i.e. ¢, ¢, ¤, ¤)

**Notes**

# ProView - User registration

Select 3 security questions and answers, then click Create Profile.

**Security Questions**

OnePass requires three security questions and answers to better protect your account.

Select a Security Question

Select a question

Answer

Select a Security Question

Select a question

Answer

Select a Security Question

Select a question

Answer

**Create Profile**



Select a question

What is your city of birth?

What is your mother's maiden name?

What is your pet's name?

What was your first car?

Who was your first employer?

What is the name of your best childhood friend?

What is your father's middle name?

What is your oldest sibling's middle name?

What was the street name of the house in which you grew up?

What is the name of your first school?

What is the name of your favorite high school teacher?

In what city was your first child born?



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