TaxTally 2021 Q2
Fuel Tax Update

Prophesy is pleased to announce the release of the latest fuel and highway use tax rates update! This update is now available at www.fueltaxrates.com. If you have questions, please contact Prophesy Support for assistance. (Detailed instructions and contact information appear in this document.)

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June 17, 2021

Important Notices – Read Carefully Before Installing

- Each revision of this document replaces all previous versions. Check the revision date on the title page when comparing documents.
- This update must be installed on a computer that has access to TaxTally.
- Windows User Account Control (UAC) must be temporarily disabled on the installation computer. Instructions appear later in this document.
- All Prophesy programs must be closed on all computers, including the installation computer.
- You must stay connected to the Internet during the update process.
- If you are using an Agency, Multi-Company or Multi-Fleet version of Prophesy TaxTally, you must repeat some steps of the update for each fleet or company in your system. (See update instructions below for more information.)
- HighJump is not responsible for incorrect fuel tax filing. You must verify your own fuel tax rates, rate codes, and report totals before filing tax returns.
- Our Support team experiences a high call volume at the end of each tax reporting month, which can lead to longer response times and the possibility of overdue filing. Therefore it is highly recommended that you prepare your tax reports as early as possible so that there is ample time to resolve any issues that may arise.

Important Note for Adobe Reader Users

If you use the latest version of Adobe Reader, you might be unable to open IFTA forms due to Adobe's new security features. To fix this issue:

1. In Adobe Reader, click **Edit > Preferences**.

2. Select the **Security (Enhanced)** category at the left.

3. Uncheck the **Enable Protected Mode at Startup** and **Enable Enhanced Security** checkboxes.

4. Click **OK**. The changes will take effect next time you open Adobe Reader.

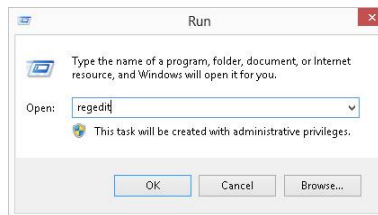## Disabling User Account Control (UAC) - Required Before Installing Update

Before the tax rate update can be installed, you must temporarily disable Windows User Account Control (UAC). This is a built-in Windows security feature and as such we recommend that you re-enable it after the update is complete.
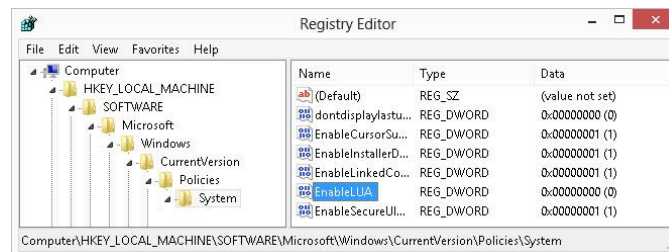
DISABLING UAC IN WINDOWS 8 AND 10

*IMPORTANT: Because this process involves manipulation of the system registry, **it is recommended that the following be performed by or under the supervision of a qualified IT professional or person(s) familiar with Windows operating systems.***

Similar to Windows 7, UAC must be disabled in Windows 8 and 10 prior to performing this installation. However, Microsoft has removed the ability to completely disable UAC via the Control Panel and a registry modification is now required:
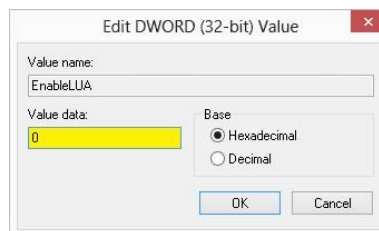
1. Press and hold the Windows key on the keyboard and press **R** to open the Run command.

2. Type "regedit" and click **OK**.

3. Navigate to the following registry folder in the Registry Editor:
   **HKEY_LOCAL_MACHINE\SOFTWARE\Microsoft\Windows\
   CurrentVersion\Policies\System**

4. Double click the **EnableLUA** value on the right pane.

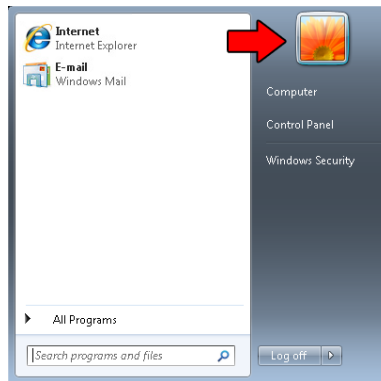5. Change the **Value data** field to "0" (zero) and click **OK**.

6. Restart the PC.

7. When the computer has completely restarted, the installation may now be performed.

8. When the installation is complete, it is recommended that UAC be re-enabled to ensure the PC remains protected. To do so, repeat all of the preceding steps but change the **Value data** field of **EnableLUA** in step 5 to "1" (one).
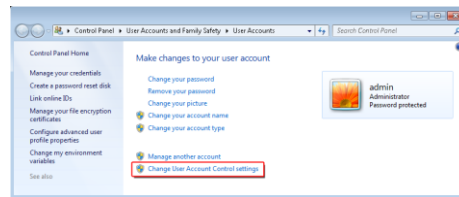
> *REMINDER: A restart of the PC needs to be performed when both disabling and enabling UAC.*
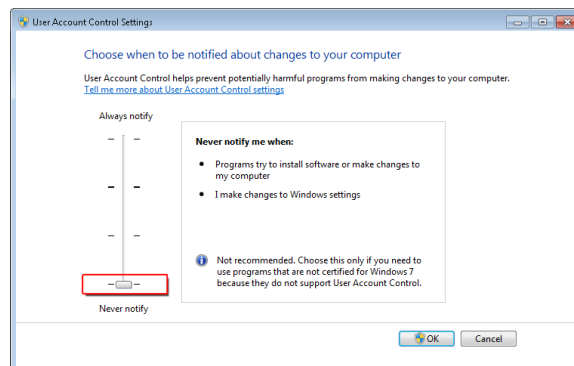
DISABLING UAC IN WINDOWS 7

1. Close all open applications.

2. Click the Windows **Start** button.

3. Click the user picture on the top right of the start menu. If this picture does not appear, click **Control Panel**, set the **View by** option to "Large Icons" or "Small Icons" and then click **User Accounts**.
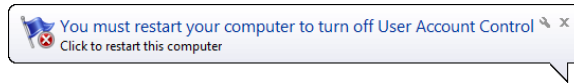

4. Click **Change User Account Control settings**. If prompted to allow access to this screen, click the **Continue** button.

5. Move the slider to the "Never Notify" (bottom) position and click **OK**.
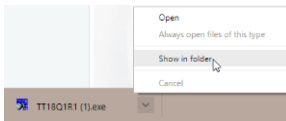

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6. When ready, restart your computer.

7. When the computer has completely restarted, the installation may now be performed.

8. After the tax rates update has been completed, repeat these steps to turn UAC back on, moving the security slider back up to its original value. You must restart your computer once again to fully enable UAC.

Tax Rate Update Instructions

> *Note: If you are using an Agency, Multi-Company or Multi-Fleet version of Prophesy TaxTally, you must repeat steps 7-10 below for each fleet or company in your system.*
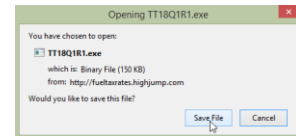
1. Visit www.fueltaxrates.com.

2. Read all important reminders and then click **Download the Update**.

3. Choose to **Save** the file (do not run it directly from the browser). By default, the file will be saved to your Downloads folder.

Chrome	Internet Explorer	Firefox

4. Browse to the file, right-click on it and click **Run as Administrator**.

5. Follow the instructions on each installation screen, and enter the password provided to you in our quarterly email.

6. Click **Finish** when complete.

7. Open Prophesy TaxTally and click **Utility > Update Tax Rates**.

8. Select the "taxrates" file in the list at the left side of the window, select whether to install the rates using US or Canadian units, and click **Install**.

9. Verify all applicable tax rates, and verify that the version number is as follows (note that the last two digits may be higher):

2-2021-01

10. Click **Update**.

11. When done, open the Preferences window (press **F2** on your keyboard), and verify that your Rates version is as shown above.

12. If you report fuel taxes for multiple companies, you must complete steps 6-9 for each company in your system.

> **NOTE:** *The first two sets of digits in the version number contain the quarter and year, and the last set is the revision number. If your revision number is lower than the one shown here, repeat from step 1 to check for a newer revision of the rates file. If the quarter and/or year are incorrect, you might not be using the correct rates file. Ensure that you are selecting the "taxrates" file in the active Prophesy\TaxTally folder, and repeat from step 1 if that does not help.*

Further Assistance

If you need help with downloading and installing this update, please visit our Support Videos page at:
mile.com/support-videos
Click on the video entitled **How to Download and Install the Prophesy TaxTally Rates Update**.

If you have further questions, please call 800-776-6707 or open a support case at:
customerportal.highjump.com

If you do not have your helpdesk login info, please use the **Forgot your password?** link on the login page. If the utility is unable to find your account information, you may request it at ptsusername@highjump.com.