

IT_PREREQUISITES

IT prerequisites

Last verified against build: dev_rc1_20261005 (development copy, release candidate 3.2.0-RC1, store design), 2026-10-05. For IT and the platform Administrators. The request text to send to IT is Admin_Guide section 6.

1. Location

Requirement	Why	Check
One platform folder on a Windows file share, opened by its UNC path (\server\share...) or a mapped drive (converted to UNC by the platform)	Every user must see the same paths; the store, the logs and the lock file must have exactly one copy	Setup validates the folders; the Home banner is not red
Not in OneDrive, not in a SharePoint / Teams library, not in a folder synchronised by the OneDrive client, never opened from a browser or with AutoSave	Two synchronised copies of the store, the logs or the lock file would diverge (P3-112)	Red banner LOCATION otherwise; commands that change data are refused
The source folder (company files) separate from the platform folder; Archive, Log and Export not inside the source folder	The companies write to the source folder; only the platform writes the store	Setup refuses otherwise
A SharePoint library mapped to a drive letter, or a sync client without "OneDrive" / "SharePoint" in its folder names, is not recognised by the guard (BL-64)	-	IT keeps the platform on a plain file share

2. Excel

Requirement	Detail
Excel for Microsoft 365 on Windows	Data Model, Power Query, dynamic arrays, LAMBDA and VBA are required (D26). Excel on the web, Mac or mobile cannot run the platform
Macros	The platform folder is a Trusted Location for the users ("Allow Trusted Locations on my network"), or the VBA project is signed with the organisation's certificate (D37). Without macros only the Start sheet is visible
Power Query privacy level	Excel > Data > Get Data > Query Options > Global > Privacy must be "Combine data according to each file's Privacy Level settings" (the Excel default). The platform workbook itself stores "Ignore the Privacy Levels" and re-sets it at every open. If a policy forces "Always combine data according to your Privacy Level settings for each source" , every Refresh stops with FIREWALL_BLOCKED (P3-114; redesign planned for 3.3, BL-65). Verify with GO_LIVE_CHECKLIST item 1
Trust access to the VBA project object model	Not needed for normal use; only for Export source code (D42)
Regional settings	Turkish or English Windows / Excel both work: text with numbers is formatted by the platform; numeric cells follow the user's separators

3. Folder permissions

Four directory groups (ACP-Users, ACP-Preparers, ACP-Reviewers, ACP-Admins); the roles inside the workbook are still assigned per user (Users and roles).

Folder	ACP-Users	ACP-Preparers	ACP-Reviewers	ACP-Admins
Source folder (company files)	Read & execute	Read & execute	Read & execute	Read & execute
Platform folder (workbook, ACP_Settings.ini, ACP.lock)	Read & execute	Modify	Modify	Modify
Platform\Archive (STORE_PAY.csv, Inbox, controls files, Superseded)	Read & execute	Read & execute + Write (no Delete)	Read & execute + Write (no Delete)	Modify
Platform\Log	Read & execute + Create files (no Delete, no overwrite)	Read & execute + Write (no Delete)	Read & execute + Write (no Delete)	Modify
Platform\Export	Modify	Modify	Modify	Modify
Platform\src	-	-	-	Modify

- Reviewers need Write on Archive (the close appends to the store, copies the inbox and writes the controls file); the store is replaced by an atomic rename (MoveFileEx), which needs Write on the folder. Delete in Archive and Log is for ACP-Admins only.
- Everyone needs Create files on Log; denied attempts of Viewers are logged too.

4. Backup and retention

- Daily backup of the whole platform folder; the workbook and the Archive folder of the same day are restored together (STORE_RUNBOOK.md, C).
- Keep Archive (store, inbox, controls files) and Log for at least ten years.
- Sizes measured on the rehearsal (about 1,700 lines a month, 120 months): store about 120 MB, workbook about 54 MB (BL-55); the inbox holds a copy of every stored source file.

5. Network and other

- The CBRT daily bulletins (<https://www.tcmb.gov.tr/kurlar/>) when FXAutoFetch = Y: only dates leave the workbook (D34). Without access, rates are typed by hand (Admin_Guide section 8).
- An antivirus scan of STORE_PAY.csv during a write can delay the swap; the platform retries for up to 30 seconds (P3-99). No exclusion is required.
- PDF exports are not encrypted by Excel; store them in the protected Export folder (D36, open).