

DIGITALVODKA · COMPANY ASSETS · V105.0.30

Company Assets User Manual

Install, first run, every tab, the encrypted company folder, backups, sharing, and what to do when something looks stuck. Written for a new Admin.

Windows and Linux · v105.0.30

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1. What this is

Company Assets is a desktop program for Windows and Linux. It is one encrypted list of the people who work for you, the laptops and phones they carry, the vendors they use, and the secrets that belong next to those names. It is not a website. Staff Help is an emailed phone page (Add to Home Screen).

The company list lives in a folder you choose - usually Documents/CompanyAssets. Files there are encrypted (CADB4). Do not rename those files. Uninstall never deletes that folder.

Legal disclaimer. DigitalVodka prepares this paper for Company Assets v105.0.30 as accurately as it reasonably can at the time of this release. Google, Microsoft, Okta, and other third-party screens change without notice. Copy live values from the program. This paper is not a warranty that a third-party console still matches, not an obligation to update third-party steps between releases, and not legal, tax, ERISA, HIPAA, PCI, accounting, or compliance advice. Demo names are fictional sample data. THE SOFTWARE AND THESE PAPERS ARE PROVIDED AS IS. End User License Agreement Version 7, including the liability waiver, governs. Support: www.digitalvodka.com only.

Same program on both operating systems. HTML, cadb.js, Help, and this paper match. Windows uses the signed CompanyAssets.exe + WebView2. Linux uses host.py + WebKit. A shared Documents/CompanyAssets folder works on mixed PCs with the share key. Print the Multi-user setup guide for the step-by-step list.

2. What is new in v105.0.30

- EULA Version 7: commercial use (not a consumer warranty / Magnuson-Moss savings), no HIPAA ERISA PCI SOC certification, you carry insurance (we are not your E&O; policy), ordinary-negligence waiver with a gross-negligence willful fraud carve-out and savings clause, and this PC stores I Agree (version, time, User ID) on Settings, Status. Version 7 replaces Version 6.
- Legal disclaimer from DigitalVodka is on every paper (footer), in User Manual section 17, Help, Settings, and Single sign-on. Papers are prepared as accurately as reasonably possible for this version. Third-party consoles change. Not a warranty. Not legal advice. EULA Version 7 governs.
- How-To (PDF) is daily users only. User Manual is the Admin paper. Chapter 13 is SSO provider setup (Google, Microsoft 365, OpenID, SAML Linux) with a note that those screens change. Copy the Redirect URI from the program.
- Multi-factor authentication: SSO uses MFA at Google (2-Step), Microsoft Authenticator, or your OpenID/SAML IdP. Password sign-in can use an authenticator app (Settings, My password). Admin can require that app for password sign-in. SSO sign-in skips the app code. User Manual chapter 13.
- User Manual chapter 13 is Single sign-on: what it is, numbered Google / Microsoft 365 / OpenID / SAML steps, Windows vs Linux redirect URIs, Require SSO, and that SSO never creates a login. How-To stays the basic morning paper.
- How-To covers Windows and Linux. Install steps are numbered for each OS. A Windows vs Linux table lists the few program actions that differ (program folder, share key store, Help Alert, mail, SSO redirect, uninstall). Daily tabs, People, Vendors, Inventory, and Overview are the same.
- Linux installation is a numbered list: unzip CompanyAssets_v105.0.30-Linux.zip, install WebKitGTK if the window cannot open, run bash Install-Company-Assets.sh, pick Documents/CompanyAssets (or Browse), then open Company Assets from Applications. Print CompanyAssets-Linux-User-Manual.pdf. Do not open CompanyAssets.html in a browser.
- Overview is the original 105.0.0 four-box scoreboard: metrics, tools / location, devices, inspection queue. To-Do stays on its own tab.
- Vendor dock has a due-diligence strip: SOC report date, ERISA fidelity bond amount, and last review. The Vendors table is unchanged. Put the SOC or bond PDF in Vendor documents.

- Demo inventory and vendors: 11 people, 8 fictional vendors (Harbor North, Cedar & Pike, Blue Lantern, Silverpine, Northwind, Larkspur, Ironwood, Stonebridge), and 8 live devices. Disclaimer: those names are fictional sample data, not real companies, and not affiliated with any real business. Phone numbers and EINs are fake. The sample loads on the first Sign in.
- After you activate, Settings, Status has Reset license (Admin, for testing). It removes activation from this PC and returns Demo / 12345. It does not refund a key. Reset demo info stays Demo-only.
- Demo settings stay limited on purpose. Staff email, SSO, User Management, Inventory columns, Compliance timer, email templates, and Export/Import DB stay locked until you activate.
- Print PDF in Demo stamps DEMO across the page as a background watermark. After you activate, printed reports are clean.
- People and Vendors are the original table plus dock (Name, Department, Title, Email; dock at the bottom). User Management (after activate) is cards plus a Permissions popup.
- Hardware: Windows 10/11 64-bit + WebView2, 4 GB RAM. Linux 64-bit + Python 3 + GTK/WebKit, 4 GB RAM. First run is still Use default or Browse; join still needs the activation key and the share key. Windows zip, then the MSI. EULA Version 7.

Activation keys from the v104.0.2 list still work. Keys are 32 characters (eight groups of four).

3. Windows Setup



1. Download the zip.

CompanyAssets_v105.0.30-Windows.zip from Downloads.



2. Unzip it.

You should see CompanyAssets_v105.0.30.msi inside.



3. Double-click the MSI.

Windows asks for permission first. Click Yes.



4. Program folder.

Setup copies the program to **C:\CompanyAssets** (not Program Files) and puts Company Assets on the Start list (CA shield). Setup does not plant a Desktop icon yet; the program writes one after you agree to the EULA.



5. Do not.

Do not open CompanyAssets.exe from a folder of loose files. Do not look under Program Files. Do not open CompanyAssets.html in a browser.

SCREEN - Windows Start after Setup

Place the test photo here. Start list with the CA shield. Capture this on the test PC.

Windows Start after Setup - Start list with the CA shield. Capture this on the test PC.

4. Linux Setup

Download **CompanyAssets_v105.0.30-Linux.zip**. Print **CompanyAssets-Linux-User-Manual.pdf** (it ships in the zip and on Downloads).

- ☐ **1. Unzip the whole folder.**
Keep Install-Company-Assets.sh, Run-Company-Assets.sh, Uninstall-Company-Assets.sh, and the files/ folder together.

- ☐ **2. Open a terminal in that folder.**
Do not open CompanyAssets.html in Chrome or Firefox. The program is its own window.

- ☐ **3. Install WebKit if needed.**
Debian / Ubuntu: `sudo apt install python3-gi gir1.2-webkit-6.0 gir1.2-gtk-4.0` (or `gir1.2-webkit2-4.1 gir1.2-gtk-3.0`). Fedora: `sudo dnf install python3-gobject webkitgtk6.0 glib4`.

- ☐ **4. Run the installer.**
bash Install-Company-Assets.sh

- ☐ **5. Pick the company list folder.**
Suggested default is Documents/CompanyAssets. A network mount is allowed. Do not put the list inside `~/local/share/CompanyAssets` (that is the program).

- ☐ **6. Share key if the folder already has a list.**
32 characters, eight groups of four. Leave blank for a new list.

- ☐ **7. Open Company Assets.**
Applications menu or the Desktop icon (CA shield). Program folder is `~/local/share/CompanyAssets`. One launcher in `~/local/bin`.

- ☐ **8. First run.**
EULA Version 7, tick the waiver, I Agree, then Use default or Browse.

- ☐ **9. Try without installing.**
From the unzip: **bash Run-Company-Assets.sh**

- ☐ **10. Uninstall.**
bash Uninstall-Company-Assets.sh. Uninstall never deletes the company list.

Linux keeps the database key in this computer's keyring, not in the shared folder. Mixed Windows and Linux PCs can share Documents/CompanyAssets with the same share key.

5. First run and the EULA

You get End User License Agreement Version 7, large enough to read. Scroll to the last paragraph. Tick the box that says you waive and release claims as stated in the Liability waiver. Click **I Agree**. That click is your signature on the waiver.

SCREEN - EULA Version 7

Place the test photo here. Scroll to the end, waiver checkbox unlocked, I Agree. Capture on first run.

EULA Version 7 - Scroll to the end, waiver checkbox unlocked, I Agree. Capture on first run.

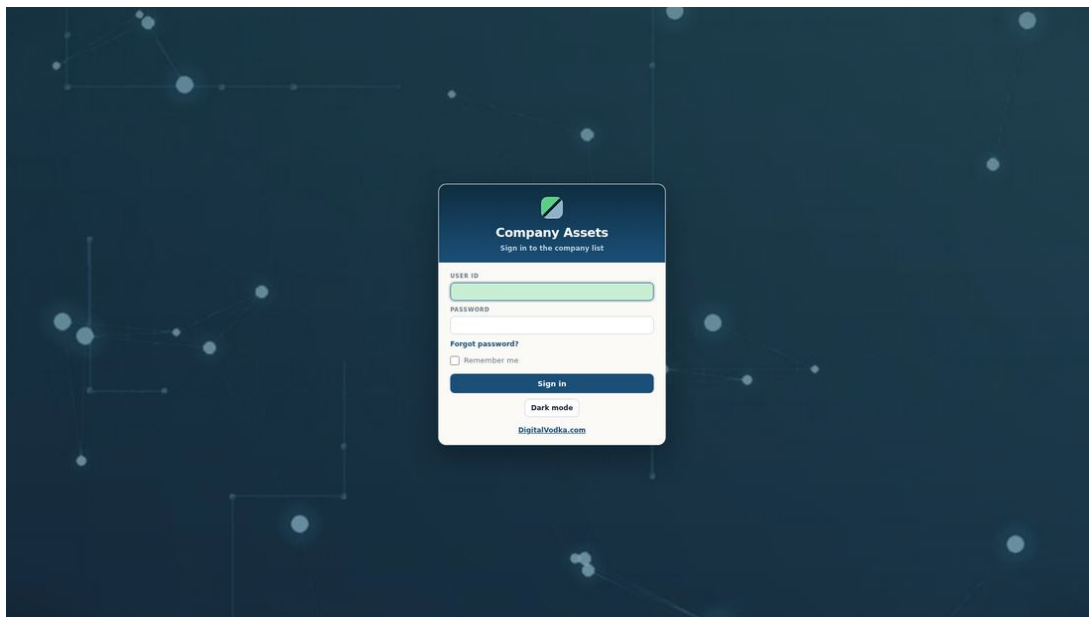
6. Demo login

Practice login: User ID **Demo** / password **12345**. Demo cannot change that password. The first Sign in loads 11 sample people, 8 fictional vendors (Harbor North, Cedar & Pike, Blue Lantern, Silverpine, Northwind, Larkspur, Ironwood, Stonebridge), 8 live devices, sample to-dos, and Help Desk tickets. You can keep 10 live devices and 15 deleted until you activate.

Disclaimer: Demo names of people, vendors, and companies are fictional sample data. They are not real companies and are not affiliated with, sponsored by, or related to any real business. Phone numbers and EINs are fake. Any resemblance to actual names is coincidence.

Settings, Status, **Reset demo info** restores that sample. It is Demo-only and is removed after you activate. Staff email, SSO, User Management, Inventory columns, Compliance timer, email templates, Export / Import DB, company name on reports, and Print PDF without the DEMO watermark stay locked until you activate.

After you activate: Demo is gone, the sample is emptied (by design), Admin can **Load vendor catalog** for real industry names, and Settings, Status has **Reset license** (Admin, for testing). Reset license returns this PC to Demo / 12345. It does not refund a key.



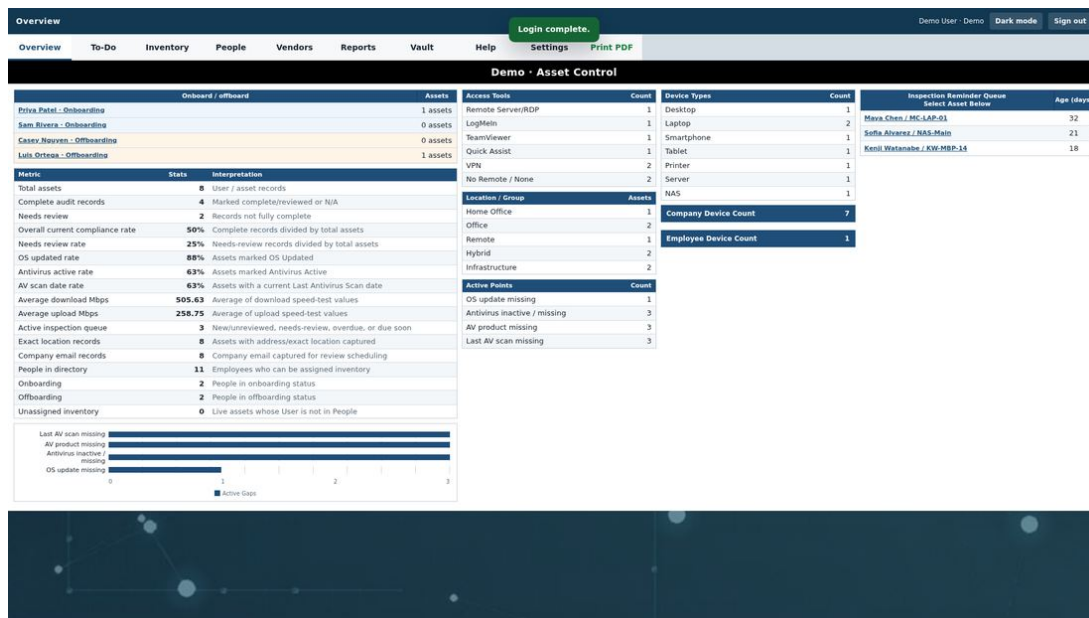
Sign in - User ID Demo, password 12345 until you activate. Remember me is optional.

7. Roles

Admin can do everything including Save company and User Management. Manager can run the office list but cannot Save company or open the Vault write path the way Admin does. Read-only and Auditor see reports. User is daily inventory. After activate, create your own Admin-level User ID and stop using the built-in Admin for daily work.

8. Company folder and share key

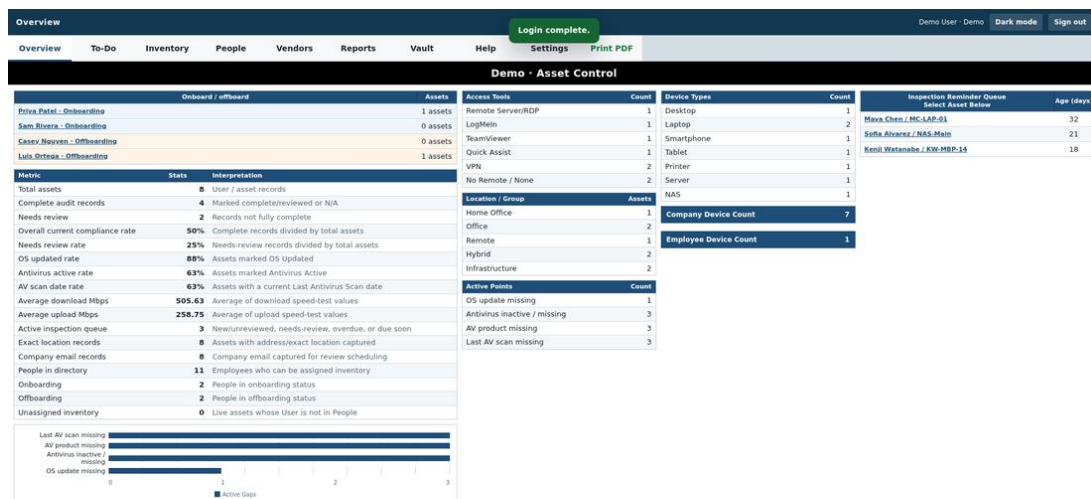
Default list folder is Documents/CompanyAssets. First run: **Use default** or **Browse**. If the folder already has a list, type the activation key and the share key, then **Connect**. Windows keeps the database key in Credential Manager. Linux keeps it in the OS keyring. Print the **Multi-user setup guide** for the step-by-step list.



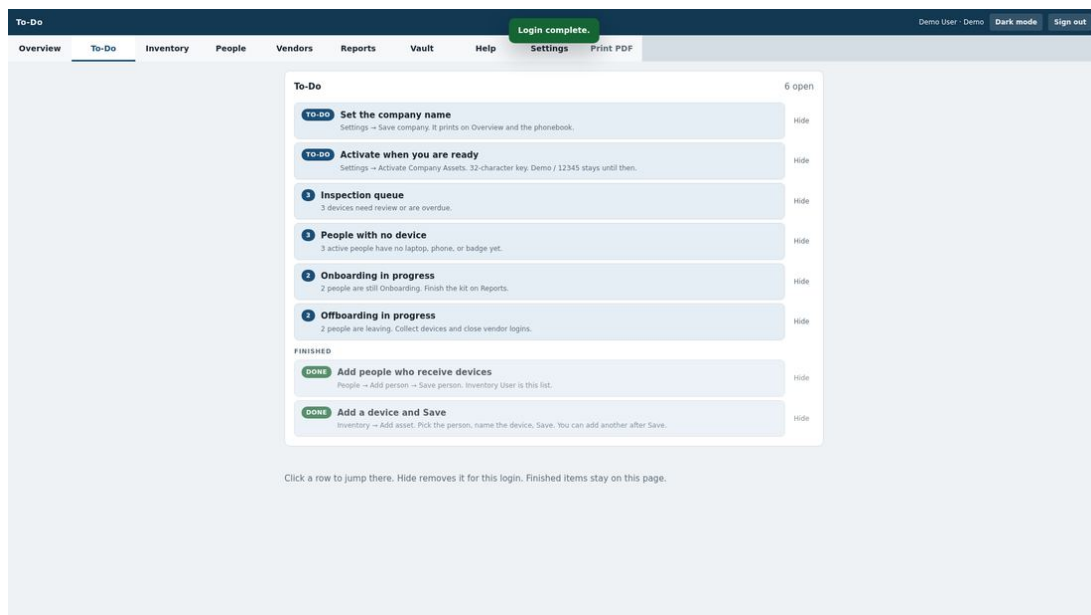
Share key - 32-character key. Not stored inside the shared folder.

9. Overview and To-Do

Overview is the home screen in the original four-box layout: metrics, tools / location, devices, inspection queue. To-Do is its own tab. Custom items have Reminder (your own day and time). Overdue reminders tint the row. **Print PDF** is on Overview only. In Demo it stamps DEMO across the page as a background watermark. After you activate, printed reports are clean. **Sign out** closes the program. Open it again to switch users.



Overview - Original four boxes from 105.0.0. Capture on the test PC.



To-Do tab - Its own tab. Capture a photo here if this shot looks old.

10. Inventory

Table plus dock. Address is a button. The popup holds street, suite, city, state, ZIP, phone, cell, extension, and personal email. Files sit on the right of the dock: drop box, name, type, and Download. **Add files** sits next to Schedule a meeting and Delete asset and opens a separate file window (so browsing folders cannot close Company Assets). User can stay Unassigned. Inventory columns are designed in Settings (Admin only, after activate). Audit Status Shelf sets User to Unassigned. **Email only** writes a .eml into Documents/CompanyAssets/exports and opens the mail program. **Schedule a meeting** writes a .ics the same way. On Linux, if no mail program is set, a toast says so.

The screenshot shows the 'Inventory' section of the application. At the top, there's a navigation bar with tabs: Overview, To-Do, Inventory (selected), People, Vendors, Reports, Vault, Help, Settings, and Print PDF. A 'Login complete.' notification is visible. Below the navigation bar, there's a search bar and buttons: Search, Show deleted, Add asset, Save asset, Fewer columns, and Columns. The main table lists assets with columns: User, Device Type, Device Name, Location, Access Tool, Entered Service, Device OS, Ownership, and OS Update. The table shows 8 assets, with the first one being a Tablet (AR-TAB-02) owned by Aisha Rahman. Below the table, there's a 'Showing 1-8 of 8' indicator. On the right side, there's a form for adding a new asset, with fields for Company Email, Mailing Address (Street, Apt / suite, City, State, ZIP, Phone, Cell phone, Extension), and Item Folder. The form also has buttons for 'Save asset', 'Discard', 'Update asset', and 'Delete asset'.

User	Device Type	Device Name	Location	Access Tool	Entered Service	Device OS	Ownership	OS Update
Aisha Rahman	Tablet	AR-TAB-02	Hybrid	Quick Assist	09/09/2024	iOS	Company	Yes
James Rivera	Desktop	JK-DESK-01	Office	TeamViewer	11/06/2023	Windows 11 Home / Pro	Company	Yes
Kenji Watanabe	Laptop	KW-MBP-14	Remote	LogMeIn	01/20/2025	macOS	Company	Yes
Luis Ortega (Offboard)	Server	FS-AUSTIN-01	Infrastructure	Remote Server/RDP	10/14/2020	Linux	Company	Yes
Maya Chen	Laptop	MC-LAP-01	Home Office	VPN	03/12/2024	Windows 11 Home / Pro	Company	Yes
Owen Blake	Printer	Print-2ndFloor	Office	No Remote / None	08/19/2022	Printer Firmware	Company	Yes
Priya Patel (Onboard)	Smartphone	PP-PHONE	Hybrid	No Remote / None	11/02/2025	iOS	Employee-owned	Yes
Sofia Alvarez	NAS	NAS-Main	Infrastructure	VPN	05/03/2021	NAS OS	Company	No

Inventory - Table + dock. Open Address and capture the popup on the test PC.

SCREEN - Inventory Address popup

Place the test photo here. Street, cell, extension, personal email. Capture after you open Address.

Inventory Address popup - Street, cell, extension, personal email. Capture after you open Address.

SCREEN - Inventory files on the right

Place the test photo here. Drop box, file name, type, Download. Capture with a device selected.

Inventory files on the right - Drop box, file name, type, Download. Capture with a device selected.

11. People, Vendors, Vault

People and Vendors are the original table plus a dock at the bottom. Columns: Name, Department, Title, Email. Add, Save, and Delete sit on the top toolbar and again in the dock. Import people CSV accepts First name + Last name (or Name), plus comma, tab, or semicolon files. The vendor dock has a due-diligence strip: SOC report date, ERISA fidelity bond amount, and last review. Put the SOC or bond PDF in Vendor documents. Export / Import vendors CSV includes those three columns. Passwords never go in the CSV.

Vendors in Demo are fictional sample companies: Harbor North, Cedar & Pike, Blue Lantern, Silverpine, Northwind, Larkspur, Ironwood, and Stonebridge. Disclaimer: they are not real businesses and are not affiliated with, sponsored by, or related to any real company. Any resemblance to actual names is coincidence. Phone numbers and EINs are fake. After Activate the sample is gone; Admin can Load vendor catalog for real industry names. Vault unlock is centered and search-only.

People Demo User - Demo Dark mode Sign out

Overview To-Do Inventory **People** Vendors Reports Vault Help Settings Print PDF

People Search people (filters as you type) Add person Import people CSV 11 in directory

All Active Onboarding Offboarding Inactive

Name	Status	Department	Title	Email	Devices
☒ Maya Chen	ACTIVE	Engineering	Lead Engineer	maya.chen@company.local	1
☐ James Rivera	ACTIVE	Operations	Operations Analyst	james.rivera@company.local	1
☐ Jordan Hale	ACTIVE	Sales	Account Manager	jordan.hale@company.local	0
☐ Priya Patel	ONBOARDING	Marketing	Campaign Lead	priya.patel@company.local	1
☐ Owen Blake	ACTIVE	Facilities	Facilities Lead	owen.blake@company.local	1
☐ Sofia Alvarez	ACTIVE	IT	Systems Admin	sofia.alvarez@company.local	1
☐ Kenji Watanabe	ACTIVE	Support	Support Engineer	kenji.watanabe@company.local	1

Maya Chen ACTIVE A59-956

Name Maya Chen Employee ID E-MAXACH

Email maya.chen@company.local Phone 206-555-0144

Cell phone Extension

Department Engineering Title Lead Engineer

Status Active Manager IT Audit

Hire date 02/14/2023 End date mm/dd/yyyy

Work location Office

Notes

Vendor / 401(k) logins (1)

Portal logins this person uses at Voya, Nationwide, Schwab, and other institutions.

Vendor Username Password MFA Authenticator, SMS...

Add vendor login

Vendor	Username	MFA	Password
Charles Schwab	maya.chen	SMS	Reveal Remove

Assigned inventory (1)

Device	Type	Location	Audit
MC-LAP-01	Laptop	Home Office	Needs Review

People - List + dock. Save person stays visible.

Vendors Demo User - Demo Dark mode Sign out

Overview To-Do Inventory People **Vendors** Reports Vault Help Settings Print PDF

Vendors Search vendors Add vendor Export vendors CSV Import vendors CSV 92 institutions

Vendor	Type	Status	Plan / account	Logins
☐ 1Password	Other	ACTIVE		0
☐ Adobe	Other	ACTIVE		0
☐ ADP	Payroll	ACTIVE		0
☐ American Society of Pension Professionals & Actuaries	Other	ACTIVE		0
☐ American Trust Retirement / Ascensus	401(k)	ACTIVE		0
☐ AmericanTCS / Ascensus	Bank	ACTIVE		0
☐ Ameritas	401(k)	ACTIVE		0
☐ Ascensus	401(k)	ACTIVE		0
☐ AssetMark	401(k)	ACTIVE		0
☐ BambooHR	Payroll	ACTIVE		0
☐ Benefits Trust Company	Bank	ACTIVE		0
☐ Betterment	401(k)	ACTIVE		0
☐ Bitwarden	Other	ACTIVE		0
☐ Box	Other	ACTIVE		0
☐ BPAS	401(k)	ACTIVE		0
☐ Broadridge / Matrix Trust Company	Bank	ACTIVE		0
☐ Capital Group / American Funds - Sponsor	401(k)	ACTIVE		0
☐ Capital Group / American Funds - TRA	401(k)	ACTIVE		0
☐ Charles Schwab	Brokerage	ACTIVE		1
☐ Chubb	Insurance	ACTIVE		0

Click a row to select it. Contacts, documents, and employee logins open in the dock at the bottom.

Vendors - Fictional sample names. Capture the Harbor North dock with the due-diligence strip and files.

SCREEN - Vendor due diligence strip

Place the test photo here. SOC report date, bond amount, last review on the dock. Capture on the test PC.

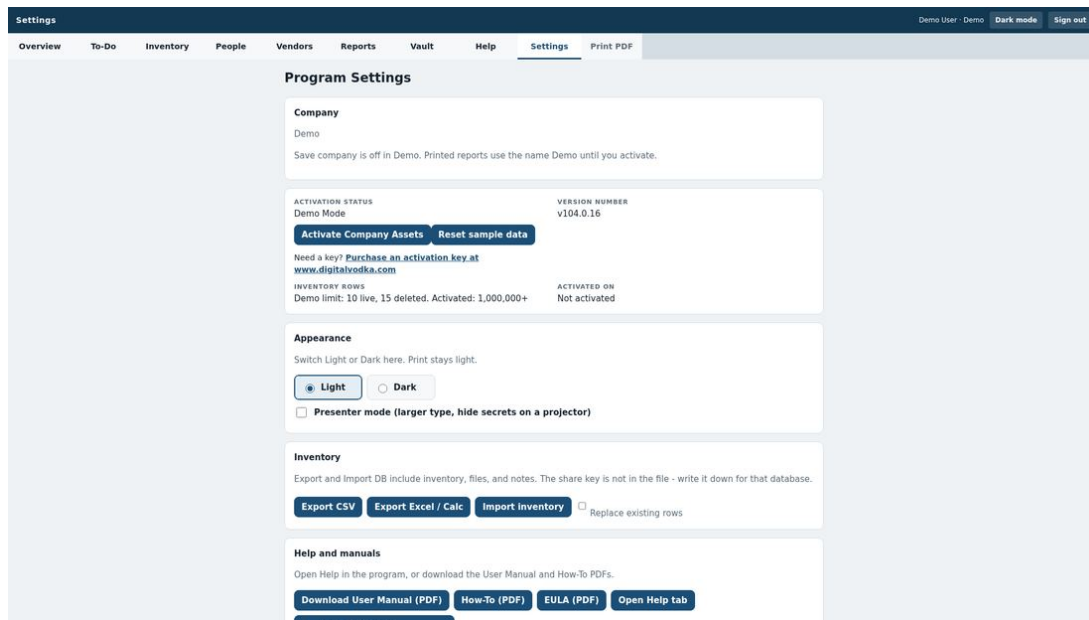
Vendor due diligence strip - SOC report date, bond amount, last review on the dock. Capture on the test PC.

12. Settings, Status, User Management

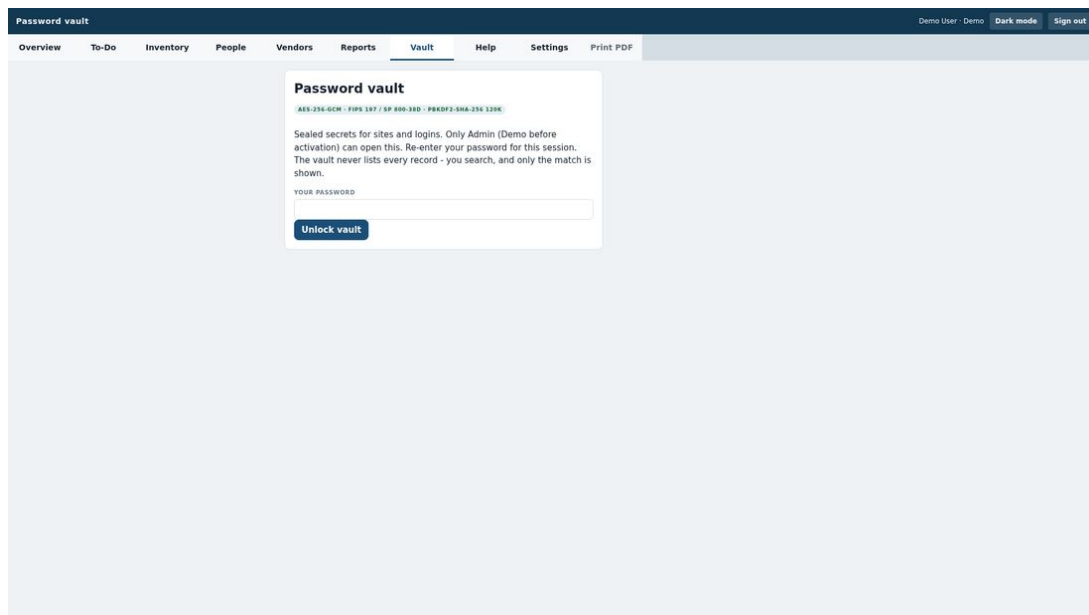
Status shows live inventory count, database size, version, and Activated on. In Demo: **Activate Company Assets** and **Reset demo info**. After you activate (Admin): **Reset license** for testing - removes activation from this PC and returns Demo / 12345. It does not refund a key. Leftover demo people can be cleared on

that same pane.

User Management (after activate): user cards, Role popup, Permissions in a separate window, Create user on a sticky bar. Picking Manager does not wipe User ID or password. Put each person's work email in **Sign-in email** if you will turn SSO on (chapter 13). Inventory columns is an Admin-only Settings pane: In default columns, plus Active point / Good / done on dropdown values. Folders & key (This PC) shows the shared database path and lets you Show / Copy the share key. Help & manuals downloads the User Manual (full) and How-To (basic).



Settings - Status pane. Confirm count and size are real, not a 1,000,000 placeholder.



User Management - Six-row User ID list. Capture Create/Save visible at 1920x1080. Pick Manager and confirm the draft stays.

SCREEN - Staff email sticky bar

Place the test photo here. Sign in mailbox + Install Help Alert at the top of Settings, Staff email. Capture at 1280x800.

Staff email sticky bar - Sign in mailbox + Install Help Alert at the top of Settings, Staff email. Capture at 1280x800.

SCREEN - Inventory columns (Settings)

Place the test photo here. Admin-only Inventory columns pane. Capture after Columns (Settings) on Inventory.

Inventory columns (Settings) - Admin-only Inventory columns pane. Capture after Columns (Settings) on Inventory.

13. Single sign-on

SSO is optional. It is Admin-only after you activate. It is locked in Demo. It does **not** create program logins. It only signs in a person who already exists on User Management.

These provider steps are written as accurately as DigitalVodka reasonably can for this version. Google Cloud, Azure, Okta, and other consoles change their menus and labels. Always copy the Redirect URI from Settings, Single sign-on in Company Assets. If a screen does not match, search that provider's current docs for 'OAuth web client' or 'SAML ACS'. See section 17 Legal disclaimer.

SSO is not Sign in mailbox. Mailbox OAuth (Staff email) is for IMAP/POP/SMTP. Program SSO is the sign-in screen. You can use one, both, or neither. Tokens stay on your computers. DigitalVodka does not see them.

Before you turn it on

- ☐ **1. Activate this copy.**
Settings, Status, Activate Company Assets. SSO stays locked in Demo.

- ☐ **2. Create User IDs first.**
Settings, User Management. One User ID per person. SSO never auto-provisions.

- ☐ **3. Set Sign-in email.**
On each user card, put the work email the identity provider will send. SSO matches that email (or the User ID if it is already an email). Locked, Demo, and Reviewer accounts are skipped.

- ☐ **4. Open Settings, Single sign-on.**
Pick Google, Microsoft 365, OpenID, or SAML (Linux only). Copy the Redirect URI from that page into the identity provider. A wrong URI is the usual failure.

- ☐ **5. Turn on MFA at the provider.**
Google 2-Step, Microsoft Authenticator, or Okta MFA. Company Assets cannot skip that. Then test one person before Require SSO.

Redirect URI (paste this at the identity provider)

Windows: `https://ca.assets/oauth-callback.html` . JavaScript origin is always `https://ca.assets` .

Linux: this PC's live callback, shown on Settings, Single sign-on (usually `http://127.0.0.1:18765/___ca/oauth/callback` if the port did not change). SAML ACS is the matching `/___ca/saml/acs` URL.

Google (as of this version)

Screens in Google Cloud Console change. Use these labels if you still see them. If not, create an OAuth client of type Web or Desktop and paste the Redirect URI from Company Assets.

- ☐ **1. Open Google Cloud Console.**
<https://console.cloud.google.com/apis/credentials> Sign in with the Google account that owns the company project. Pick or create a project.

- ☐ **2. OAuth consent screen (first time).**
If Google asks, choose External or Internal, app name Company Assets, your support email, then Save. You do not publish a website.

- ☐ **3. Create credentials.**
Create credentials, OAuth client ID. Application type: **Web application** on Windows. **Desktop app** also works on Linux.

- ☐ **4. Authorized JavaScript origins.**
Add <https://ca.assets> on Windows. Linux uses the origin shown on Settings, Single sign-on.

- ☐ **5. Authorized redirect URIs.**
Click Add URI. Paste the Redirect URI from Company Assets. Windows is <https://ca.assets/oauth-callback.html> . Save. Copy the Client ID. A Client secret is optional for public / Desktop clients.

- ☐ **6. MFA at Google.**
Each person turns on 2-Step Verification on their Google account (or your Google Workspace Admin requires it). Company Assets cannot skip that.

- ☐ **7. In Company Assets.**
Paste Client ID. Turn SSO on. User Management, Sign-in email = that Google work address. Test Sign in with Google. SSO never creates a new login.

Microsoft 365 (as of this version)

Azure portal labels change. If you cannot find App registrations, search 'app registrations' in Azure. Paste the Redirect URI from Company Assets.

- ☐ **1. Open Azure.**
https://portal.azure.com Azure Active Directory (Microsoft Entra ID), App registrations, New registration. Name: Company Assets.

- ☐ **2. Supported account types.**
Accounts in this organizational directory (single tenant), or any Azure AD directory, matching how you sign in. Redirect URI platform: **Single-page application** or **Web**.

- ☐ **3. Redirect URI.**
Paste the live URI from Company Assets. Windows: https://ca.assets/oauth-callback.html . Linux: the URL on the SSO page. Register.

- ☐ **4. Certificates and secrets.**
A client secret is optional for public / SPA clients. If Azure issued a secret, paste it in Company Assets. Tenant: common, organizations, or your tenant ID (Overview of the app).

- ☐ **5. Token / email.**
Company Assets needs an email from Microsoft. If sign-in fails with no email, ask your Entra admin to emit the email claim.

- ☐ **6. MFA at Microsoft.**
Turn on Microsoft Authenticator or Conditional Access MFA for those accounts. Company Assets cannot skip that.

- ☐ **7. In Company Assets.**
Paste Client ID, Tenant, optional secret. Turn SSO on. Sign-in email = the Microsoft work address. Test Sign in with Microsoft.

OpenID - Okta, Auth0, and similar (as of this version)

Each vendor's admin console is different and will change. Create an OIDC web app. Paste our Redirect URI. Issuer is the base URL with no trailing slash.

- ☐ **1. Create an OIDC app.**
Okta: Applications, Create App Integration, OIDC, Web Application (or SPA). Auth0: Applications, Create, Regular Web Application. Other IdPs: confidential or public OpenID app.
- ☐ **2. Sign-in redirect.**
Paste the Redirect URI from Settings, Single sign-on. Add the JavaScript origin if the provider lists one.
- ☐ **3. Issuer.**
The base URL, no trailing slash. Okta example: <https://your-org.okta.com/oauth2/default> .
Company Assets reads `/.well-known/openid-configuration` from that issuer. If discovery fails, the issuer is wrong.
- ☐ **4. Paste Client ID.**
And the Client secret if the provider issued one. Assign people to the app at the IdP.
- ☐ **5. MFA at the IdP.**
Turn on Okta MFA / Auth0 MFA for those people. Company Assets cannot skip it.
- ☐ **6. In Company Assets.**
Provider: OpenID. Paste Issuer, Client ID, secret. Sign-in email on User Management. No auto-create.

SAML 2.0 - Linux only (as of this version)

SAML runs in the Linux program window. Windows uses Google, Microsoft 365, or OpenID instead. IdP SAML wizards change; the values below do not: Entity ID, ACS URL, NameID = email.

- ☐ **1. Create a SAML application on your IdP.**
Entity ID / Audience is what you type in Entity ID here (often the company name or a URI you choose).
- ☐ **2. Assertion Consumer Service (ACS) / Reply URL.**
Copy the live ACS from Settings, Single sign-on (usually http://127.0.0.1:18765/__ca/saml/acs).
- ☐ **3. NameID.**
Format emailAddress. NameID should be the person's work email, the same as Sign-in email.
- ☐ **4. Paste the IdP SSO URL.**
HTTP-Redirect binding. Paste the IdP X.509 certificate (PEM or raw base64).
- ☐ **5. MFA at the IdP.**
Require MFA on that SAML app at the IdP. Company Assets cannot skip it.
- ☐ **6. In Company Assets.**
Turn SSO on. Test Sign in with company SSO. SSO never creates a new login.

If a provider screen does not match

Copy the Redirect URI from Company Assets first. Search the provider help for 'authorized redirect URI' or 'ACS URL'. Do not invent a URI. If sign-in fails, the usual causes are a mistyped URI, missing email claim, or no matching Sign-in email on User Management.

Require SSO and recovery

Require SSO hides User ID and password on the sign-in screen. Forgot password still works so Admin can recover an account. Demo stays Demo / 12345 until you activate.

If the identity provider does not send an email, sign-in fails. If no program login uses that email, the message is: No program login uses that address. Ask Admin to add that sign-in email on User Management.

SSO settings travel with the shared list (same as other company settings). Help Alert does not. Internet is required only for SSO and mailbox.

Multi-factor authentication

SSO MFA is at the identity provider. Turn on Google 2-Step Verification, Microsoft Authenticator, or Okta / SAML MFA. Company Assets cannot skip that. Tick **Require SSO** if you want every sign-in to go through that MFA.

Password sign-in can use an authenticator app (Google Authenticator, Microsoft Authenticator, Authy). After activate: Settings, My password, **Set up authenticator**. Type the key into the app (time-based, 6 digits, SHA-1, 30 seconds), then the code it shows. Next password sign-in asks for that code. SSO sign-in does not; the IdP already did MFA.

Admin can tick **Require authenticator app for password sign-in** on Settings, Single sign-on. People without an app enroll at the next password sign-in. Admin can Clear authenticator on User Management if a phone is lost. Forgot password does not turn the authenticator off. Demo cannot use an authenticator.

SCREEN - Settings, Single sign-on

Place the test photo here. Provider, Client ID, Redirect URI, Copy, Turn SSO on, Require SSO, Require authenticator. Capture on the test PC after activate.

Settings, Single sign-on - Provider, Client ID, Redirect URI, Copy, Turn SSO on, Require SSO, Require authenticator. Capture on the test PC after activate.

14. Help Desk and Staff Help

Staff Help is an emailed phone page. Invented codes such as TEST cannot unlock it or encrypt a ticket. The rejection message sits above the invite box. Help Desk can search inventory, link a ticket, and Add to inventory. Sign in mailbox is a real button on a sticky bar and opens Google or Microsoft.

Windows Help Alert: Install Help Alert on Settings, Staff email. Windows builds a small companion that starts at sign-in and polls the mailbox. You can still Import .cahelp (or drop the file) on Help Desk.

Linux Help Alert: Linux also checks the mailbox on a timer while Admin is signed in. Install Help Alert once so a 5-second popup still appears at the bottom right after you sign in to this computer, even if Company Assets is closed. Linux installs helpalert.py with quoted XDG autostart.

Help Alert does not travel with the shared folder. Install it on each desk that should pop up. Transfer files use a one-time code.

SCREEN - Staff Help gate

Place the test photo here. Phone page rejecting TEST. Capture from a real phone when you test.

Staff Help gate - Phone page rejecting TEST. Capture from a real phone when you test.

SCREEN - Help Desk ticket

Place the test photo here. Search inventory + Add to inventory on a Staff Help ticket.

Help Desk ticket - Search inventory + Add to inventory on a Staff Help ticket.

15. Windows vs Linux

Buttons and pages are the same. Print the How-To for the short morning list. This table is the full list of install and program-action differences:

Action	Windows	Linux
Program folder	C:\CompanyAssets (not Program Files)	~/local/share/CompanyAssets
List folder	Documents\CompanyAssets (or Browse)	Documents/CompanyAssets (or Browse)
Open the program	Start list, then Desktop icon after I Agree	Applications menu or Desktop icon after Install
Window	Signed CompanyAssets.exe + WebView2	host.py + GTK / WebKit. Not Chrome. Not Firefox.
Share key store	Windows Credential Manager	Linux OS keyring (libsecret). Not inside the folder.
Help Alert	Install Help Alert on Staff email. Windows builds a companion that starts at sign-in and polls. Import .cahelp still works on Help Desk.	Install Help Alert on Staff email. Linux also checks IMAP/POP on a timer while Admin is signed in. Popup still works if Company Assets is closed.
Email only / meeting	Opens the default Windows mail program. Files land in Documents\CompanyAssets\exports.	Opens the default mail program (xdg-email). If none is set, a toast says so. Files land in Documents/CompanyAssets/exports.
SSO redirect	https://ca.assets/oauth-callback.html	This PC's /__ca/oauth/callback. SAML ACS is also on Linux.
Uninstall	Windows Apps, Company Assets. The list is kept.	bash Uninstall-Company-Assets.sh. The list is kept.
Do not	Open CompanyAssets.exe from a folder of loose files. Do not open the HTML in a browser.	Open CompanyAssets.html in Chrome or Firefox. Do not put the list inside ~/local/share/CompanyAssets.

16. Print, backup, sharing, uninstall

Print PDF is on Overview only. In Demo it stamps DEMO as a background watermark. After you activate, printed reports are clean.

Export the database if you need a copy (after activate). A password on an export cannot be recovered. CSV import accepts First name + Last name (or Name). Uninstall never deletes Documents/CompanyAssets.

Windows uninstall: Settings, Apps, Company Assets. **Linux uninstall:** bash

Uninstall-Company-Assets.sh. To put a second PC on the same list, follow the Multi-user setup guide. Support is www.digitalvodka.com only.

17. Legal disclaimer

DigitalVodka (the publisher) prepares the program, Help, and these papers for this version as accurately as it reasonably can at the time of release. Third-party products and consoles - including Google, Microsoft, Okta, mail hosts, and identity providers - change without notice. Copy the Redirect URI and other live values from Company Assets. DigitalVodka does not warrant that a third-party screen, API, or policy still

matches these steps, and has no duty to update third-party instructions between releases. Optional features (SSO, mailbox, Staff Help, Help Alert, vault, shared folders, Try in browser) are your choice and your risk. Demo names of people, vendors, and companies are fictional sample data. They are not real businesses and are not affiliated with, sponsored by, or related to any real company. Any resemblance is coincidence. Phone numbers and EINs in Demo are fake. This software and these papers are not legal, tax, ERISA, HIPAA, PCI, accounting, or compliance advice, and are not a substitute for your counsel. THE SOFTWARE AND DOCUMENTATION ARE PROVIDED AS IS AND AS AVAILABLE, WITH ALL FAULTS. The End User License Agreement Version 7, including the liability waiver you accept by clicking I Agree, is the entire agreement for the Software. Support contact is www.digitalvodka.com only.

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