

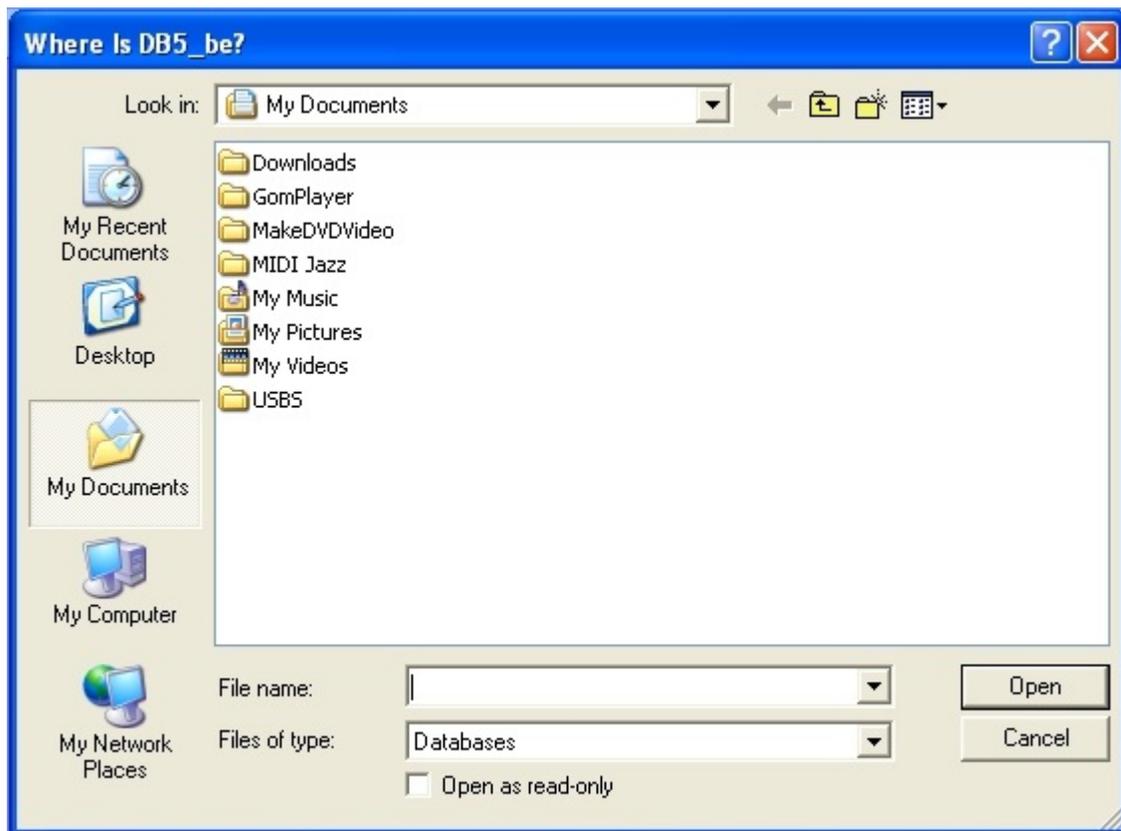
Special Installation Instructions!

Our setup program is now standardized for installations using Windows XP operating systems. If you are using a computer with a Windows 7 operating system, you may have an extra step to install Church Music Tooleworks (CMT).

It is suggested that you install CMT to the default folders. If you do not, or if you use Windows 7, when you start the program the first time, you may see this pop-up box:



If you do, just click the “OK” button. You will see this window open:



If you are using Windows 7, and have used the default installation directory, type in this in the “File name:” field:

C:\ProgramData\Computer Tooles Company\Music Tooleworks\Db5_be.mdb

(Don't forget the “e” in Tooles and in Tooleworks.)

Click the “Open” button. The CMT program will connect to the data file and internally record where the data file is kept. It may take a couple of minutes. You will only have to do this once. Now the program is ready to use!

(If you used a different installation folder, you can find the folder and the file “Db5_be.mdb,” click the file to highlight it, then click the “Open” button on the form.)

How to Set Up CMT on a Network

To set up CMT on a network, the installation program should be run on any machine that needs to access the data. Then, follow these steps:

1. Find the data file on one of the installed machines. It is called Db5_be.mdb. The default location on Windows XP is

C:\Program Files\Computer Tooles Company\Music Tooleworks\Db5_be.mdb

The default location for Windows 7 is

C:\ProgramData\Computer Tooles Company\Music Tooleworks\Db5_be.mdb

(Note: C:\ProgramData is usually a system/hidden folder; you may need to consult Windows Help to be able to see that folder.)

2. When you find the file, place it in any shared folder on the network or in a public folder on a server.

3. On the machines that have CMT installed, delete the data file (in the locations above).

4. On each machine that has CMT installed, start CMT. You will get a pop-up box that says the data file must be found. Click the “OK” button. A search dialog will open. Put in the address on the network where you put the data file. The program will register the location of the data file and connect to the data; this might take several minutes, depending on the network.

That’s all there is to it! If you have any problems call Duane Toole at 804.245.9609.