

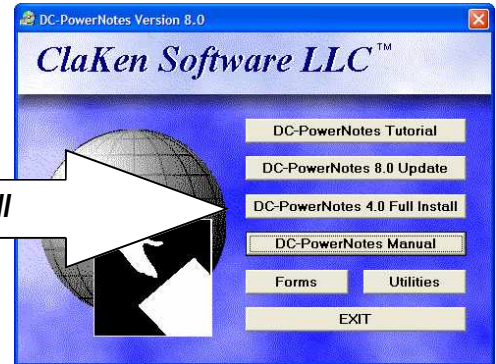
How to Install DC-PowerNotes™ on a New CLIENT Computer

When you insert the CD, after 5-60 seconds, the License Agreement will appear. After reading, click "I Agree". You will see the screen to the right. If you are installing DC-PowerNotes on a computer that does not have any previous version of DC-PowerNotes installed, start by clicking the button labeled:

"DC-PowerNotes 4.0 Full Install".

DC-PowerNotes 4.0 Full Install

Within a few seconds, you will see the next screen.



When you see this screen, click Continue.

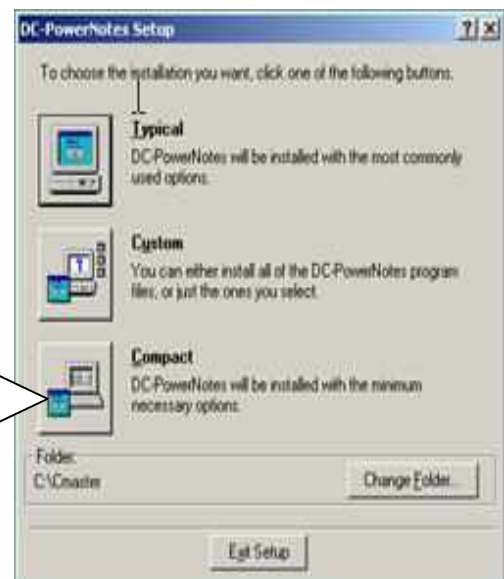


In 5-60 seconds, you will see this screen. This screen will tell you into which hard drive and directory DC-PowerNotes will be installed. Whether you are installing on a single machine, or on a network with a server and workstations, DC-PowerNotes should be installed on all computers on which you plan to use the program. It is recommended in the strongest terms possible that you install DC-PowerNotes to its default directory, C:\cmaster, as shown to the right. Failure to do so may cause problems with usage. If the Folder area at right does not indicate that you are installing into the C:\cmaster directory, click the button labeled "Change Folder", and change the directory to C:\cmaster. Then, click the button labeled "OK".



On the Next Screen, you will make an important selection:

If you are installing on a workstation or client computer on a network, Select the Compact button. This installs the program without data files, which will cause the client to ask you for the data location during startup.



The installation will begin. When the program is finished installing, it will tell you that the installation was completed successfully. If you see an error that says "Wordpad cannot be found...", ignore it. This is a benign Windows error. Go to the next page entitled "DC-PowerNotes Version 8.0 Update Installation" to complete your installation.

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DC-PowerNotes™ Version 8.0 Network Client Update Installation

Before starting the installation, make sure that DC-PowerNotes is closed on all other computers, including the server. When you insert the CD, after 5-60 seconds, the License Agreement will appear. After reading, click "I Agree". You will see the screen to the right. If you are installing DC-PowerNotes on a computer that does not have any previous version of DC-PowerNotes installed, stop immediately & see the instructions for installing DC-PowerNotes Version 4.0 Full Install. If you already have DC-PowerNotes Version 4.0 or Higher, start by clicking the button labeled:

"DC-PowerNotes 8.0 Update".

DC-PowerNotes 8.0 Update

Within a few seconds, you will see the Welcome screen. Click "Next".

On the next screen, you will see the License Agreement. Click the check box for "I accept the terms of the license agreement", then Click "Next".

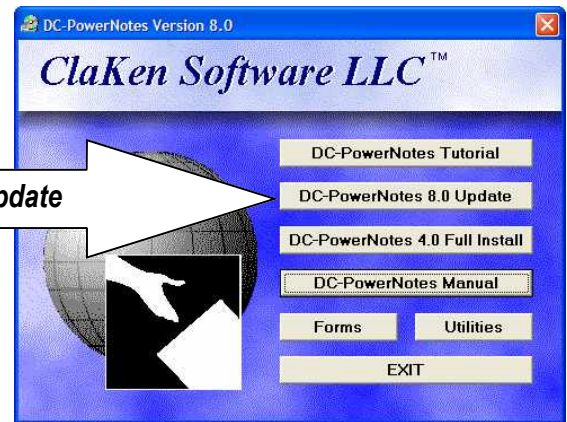
On the next screen you'll be reminded to back up your data prior to installing the update. If you have not backed up, click cancel, backup your data, and then start over. If you have already made a backup, Click "Next".

The next screen will tell you the directory into which the update is about to be installed. Normally, this is C:\cmaster. If you need to change the Directory listed, Click "Browse", make your changes, and click "OK". If the directory is correct, Click "Next".

The Update will begin to install. When it is finished, you will see a screen telling you "InstallShield Wizard Complete. The InstallShield Wizard has successfully installed DC-PowerNotes Version 8.0."

Click the "Finish" Button at the bottom of the screen.

You will see this screen. Click "OK"
This step will make sure your Desktop and Start Menu shortcuts are updated.



When it's finished, you'll see a text document open, entitled "Backup Strategies". This will explain what files to back up, etc. Once you've read the document, click the "X" in the upper right corner of the document to close it.

If you are using DC-PowerNotes on a network client (workstation), the Update installation is complete. You will now need to attach the copy of DC-PowerNotes running on THIS computer to the data files on your Server.

To begin attaching to the data files on the server, again verify that DC-PowerNotes is closed on all computers, including the server. Then go to the next page for step by step instructions to attach to the data on the server.

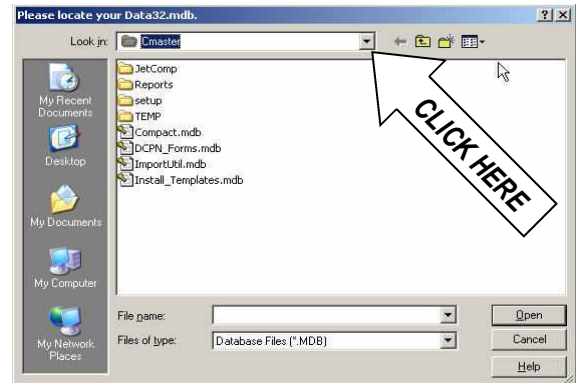
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Make sure that DC-PowerNotes is closed on all other machines. Then, Double-Click the DC-PowerNotes Icon to start the program. If you are on a network client or workstation (a computer which does not hold the data) on a network, when you start DC-PowerNotes, you will immediately see this screen.

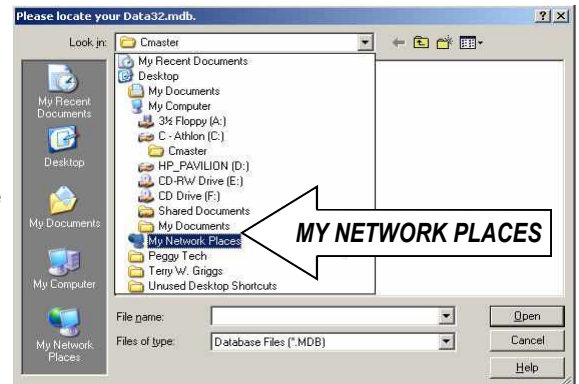
To continue, Click "OK"



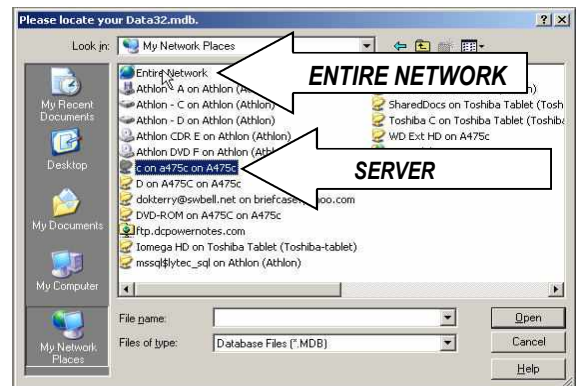
After clicking "OK", this screen will appear. Click on the List Box at the top of the screen labeled "Look In", which will contain the word "Cmaster" (see arrow on picture at right).



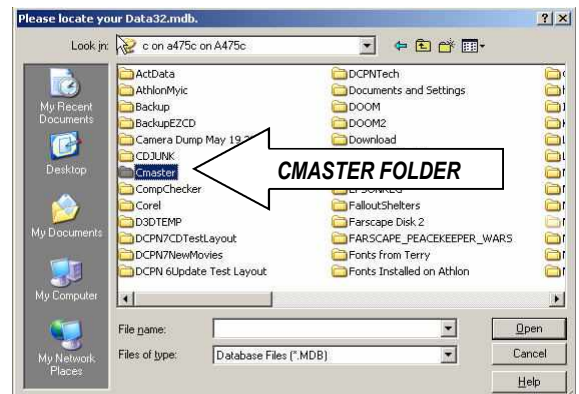
After clicking, the List will open, showing you the available drives and My Network Places. If your network has a mapped drive letter, you may see a choice in the list such as "C on Server (Z:)" (with Z being the mapped drive letter assigned to your server). If you have a mapped drive letter, click it. If you do not, click "My Network Places" (see arrow at right).



After clicking "My Network Places", you should see a screen such as this, showing you all drives and computers available on the network. If you do not, then Double-Click "Entire Network", and keep Double-Clicking on the options that pop up (Microsoft Network, then Workgroup, etc.) until you see your Server listed in the large center box. When you find your Server, Double-Click it until you see the Cmaster folder, as shown in the next screen.



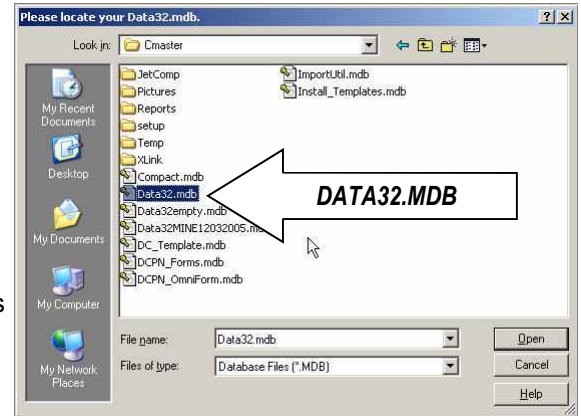
When you see the Cmaster folder, Double-Click it. This will open the Cmaster folder on the server, containing your data in the Data32.mdb file.



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In this screen you will see your Data32.mdb file. If your extensions are hidden by Windows, it will be labeled Data32. The correct file will be labeled Data32.mdb or Data32. It will NOT be labeled Data32_NE or Data32.noencrypt. When you find Data32.mdb (or Data32), Double-Click it.

At this point, if your workstation accesses the server via a Mapped Drive Letter instead of via My Network Places, you may see a warning that your program files and your data files are not on the same drive. This is normal and is NOT an error. Click OK. Unless your workstation accesses the server via a Mapped Drive Letter, you will probably not see this warning, and will go directly to the next screen.



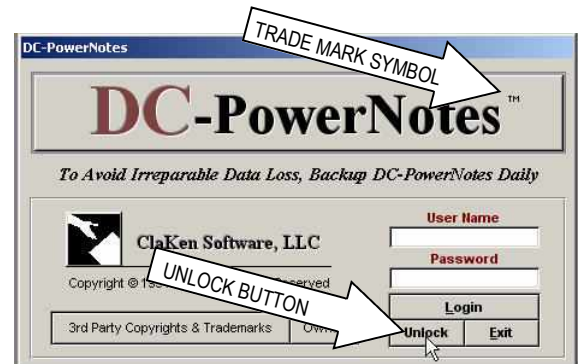
Click OK, and the program will start attaching to its data files on the server. This normally takes 1-5 minutes. However, if you have a slower network (especially a wireless network with a poor connection) or there is network traffic from other programs while the workstation connects to the data, this may take as long as 10 minutes to a few hours.



While the program is connecting, you may see this screen. If Handyworks is your billing program, Click "Yes". Otherwise, Click "No".



After clicking "Continue", "OK", etc. on the normal startup screens, you will reach the main login screen, shown to the right. At this point, you will need to Click "Unlock" to enter your Permanent Security Code. If you have already entered the code on another computer on the network, your "Unlock" button will be grayed-out. To enter the code, first Double-Click the Trade Mark Symbol (™) on the DC-PowerNotes name (see arrow at right). This will make the "Unlock" button become active. Click the "Unlock" button.



The screen shown to the right will appear. Enter your Permanent Security Code, found on a sticker on your CD package. DO NOT lose this code. This is your permanent code. With this code, you no longer have to call Technical Support for a new Unlock Code every time you install DC-PowerNotes on a new computer.



These network attachment steps & the permanent security code procedure are performed on each workstation. To prevent network lockouts, each time DC-PowerNotes opens FOR THE FIRST TIME on a computer, it needs exclusive use of the database. Therefore, only the workstation attaching to the data32 file on the server should have DC-PowerNotes open. During this time, the Server and all other workstations should have DC-PowerNotes closed. Once a workstation is attached, and you see your patients, close DC-PowerNotes on that workstation before starting the attachment routine on the next workstation. Once all workstations have been attached, they may all be open at the same time.

THE UPDATE IS
NOW COMPLETE.