


Installing MACKTRAQ (Standalone)

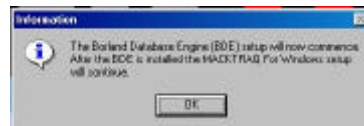
1. Insert the MACKTRAQ CD into your CD-ROM Drive. The Setup program should execute automatically. If it does not, double click on your My Computer icon.



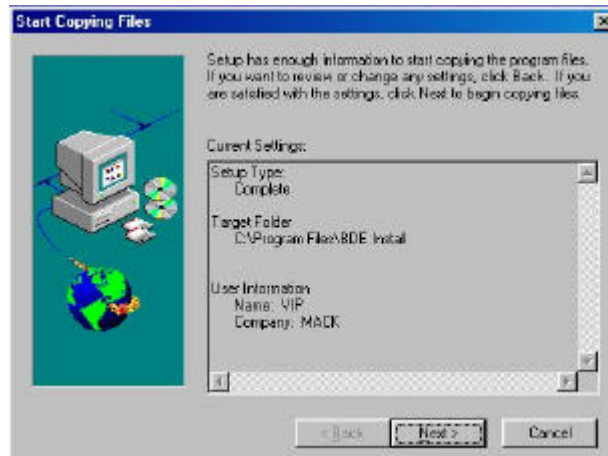
- a. Then right click on the CD-ROM Icon,  to display a menu. From this menu, choose Explore.
- b. Double click on the Setup.exe Icon.



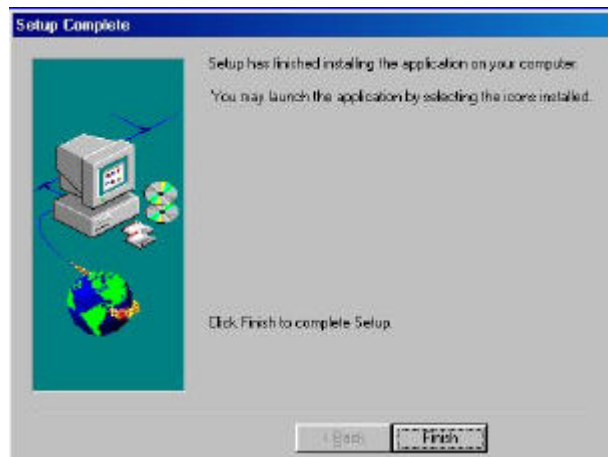
2. If the Borland Database Engine (BDE) has not been installed on your computer before, the BDE Install will now launch. A screen like the following should appear.



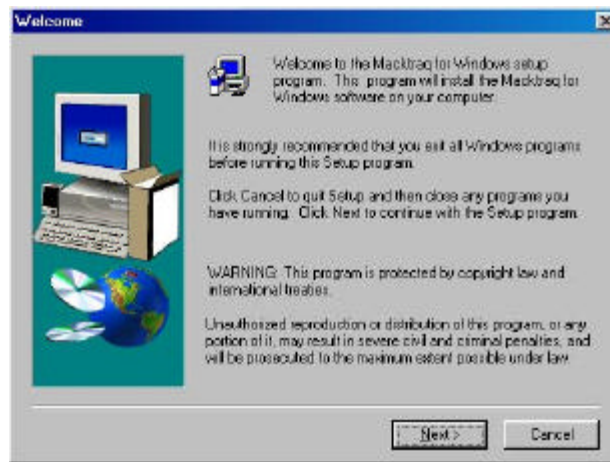
3. Click on OK. The screen below will appear, displaying where the BDE is about to be installed. Simply click on the Next button.



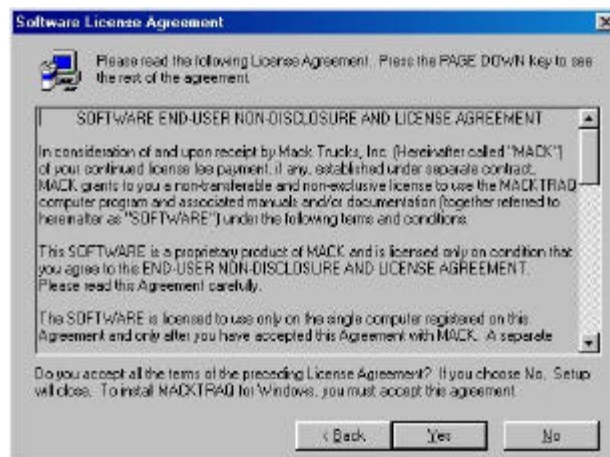
4. Some files will be copied and a few settings configured. When it is finished you will be prompted with the following screen. Simply click on the Finish button and you will return to the main MACKTRAQ Installation Screen.



5. You should now be at the MACKTRAQ welcome screen. Click on the Next button to continue.



6. At this point, you will be presented with the Software License Agreement. It is strongly advised that you read this agreement before clicking on Yes. The SLA describes your rights and restrictions as it relates to this product. Click Yes to accept the agreement.



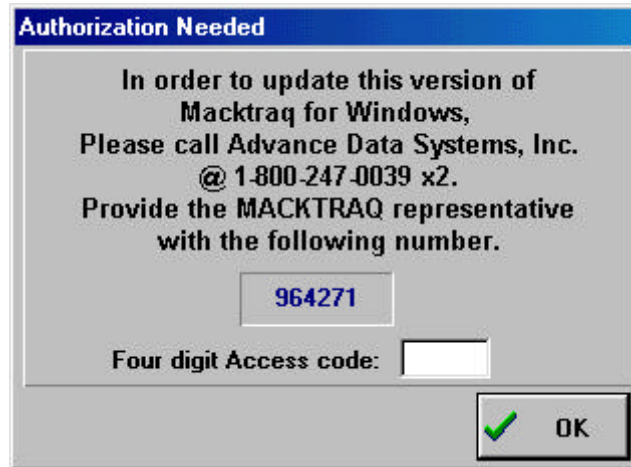
7. Next the MACKTRAQ Letter will be displayed. This screen describes the requirements for MACKTRAQ and also displays the phone numbers for the MACKTRAQ Help Desk.



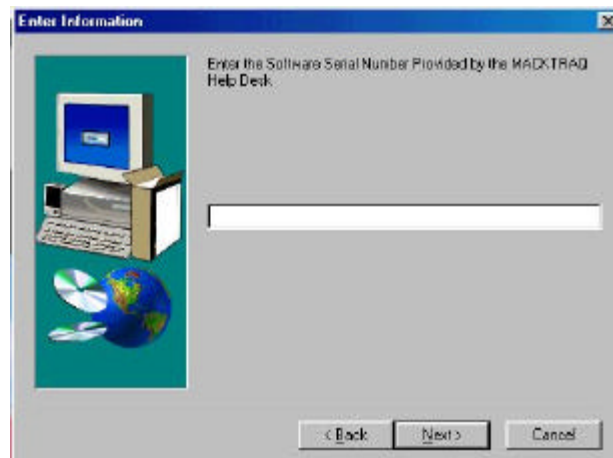
8. The next part of the installation is a warning that will advise you to call the MACKTRAQ Help Desk. Be sure to make note of the validation error before clicking the OK button.



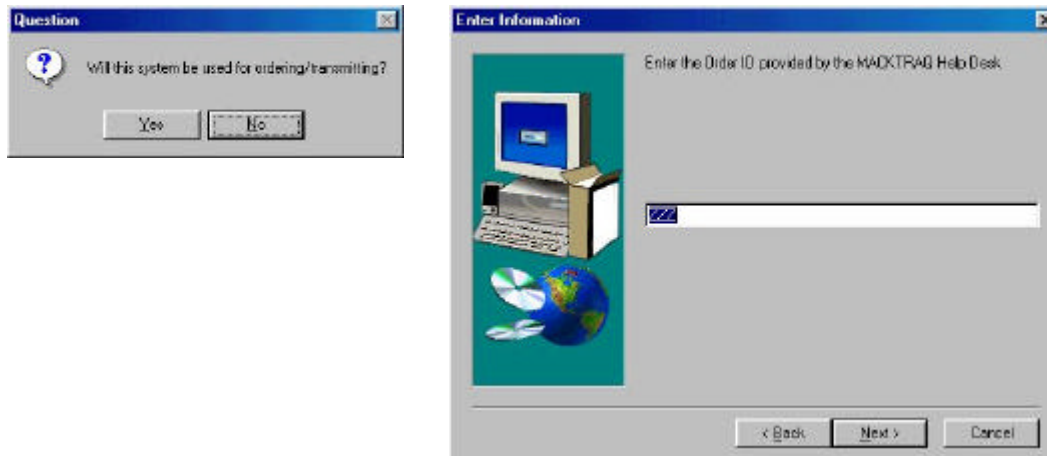
9. Provide the MACKTRAQ representative with the validation error and press the OK button to display the screen below. Then provide the representative with the six digit number that is on your screen. The MACKTRAQ representative will then compute a 4 digit number and give that number to you. Type the four digit access code in the space provided and click the OK button.



10. You will now be prompted to enter the Software Serial Number, provided to you by the help desk representative. Type in the ID and press OK.



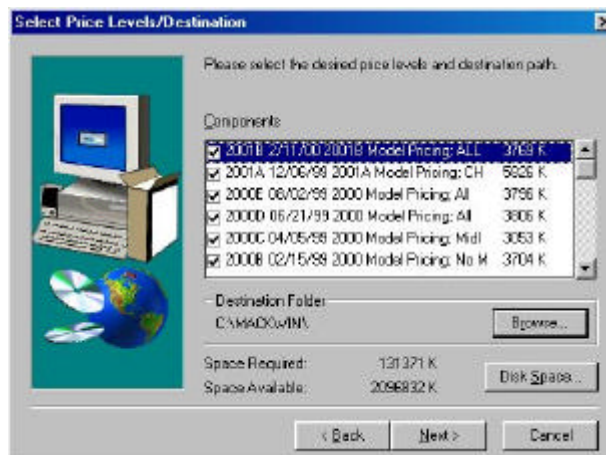
11. You will now be prompted to ask if the machine will be used for Ordering/Transmitting. If Yes, be sure to type in the order ID provided by the MACKTRAQ Representative. Replace the 3 Z's with your new order ID. Click Next to proceed to step 12.



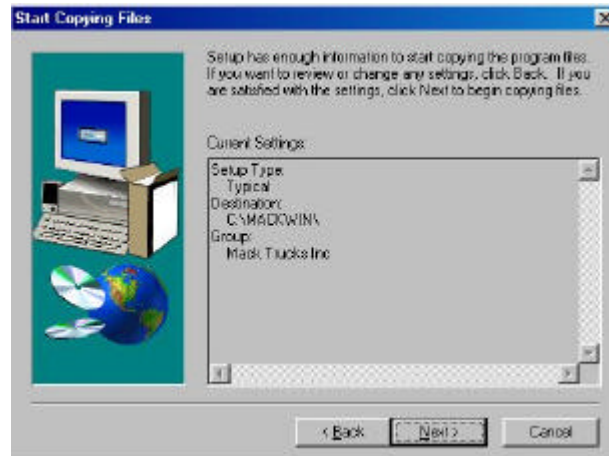
12. Choose Typical from the Setup Type Screen. Note: Custom should only be used with the assistance of the Help Desk.



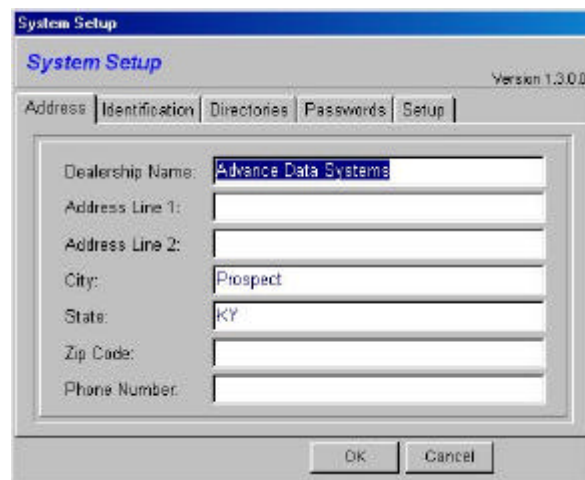
13. Select the Price Levels that you want to install. Only the most recent are necessary, but for most installations you will want to install at least the previous year's Price Levels. Also, on this same screen you can choose a different location to install MACKTRAQ, if you do not want to install it in the default location. Click Next when ready to continue.



14. The Setup process will now show you the confirmation screen. Click Next on this screen and Setup will begin copying files from the CD to your computer.

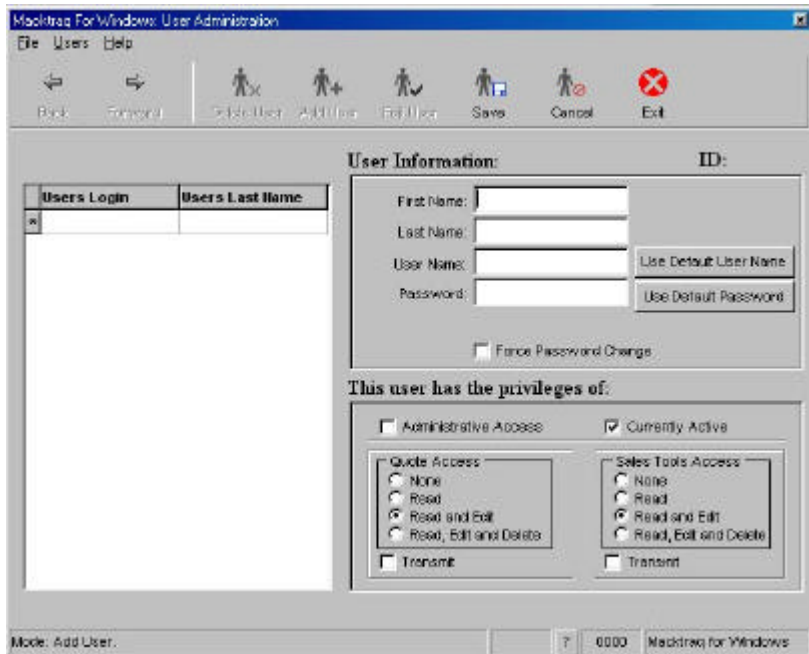


15. Once the files are copied, the setup process will build the Base Model, RDS, and LDS files. Depending on the speed of your computer, and the number of the price levels installed, this can take several minutes.
16. After building the files, setup will enter the System Setup screen. It is here that you replace the default dealership information (Dealership name, address, phone number) with your dealership information. Click OK when finished.

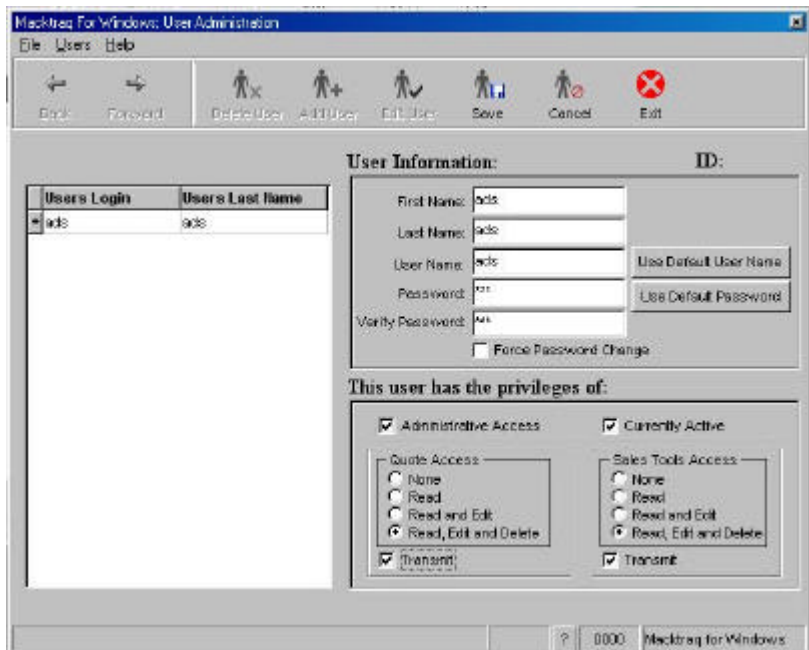


17. Next comes the User Administration part of the install. There are several important steps to take here. Click on the OK button to open the User Administration screen and begin.





18. When the User Administration screen first opens, it will look like the screen above. This is a picture of an empty user database. We will now add users to it. First, click in the First Name field on the right, and type in the user's first name. Hit the tab key to move to the next field, the user's last name, and type in the last name of the user. Underneath this is the username field. Either type in a username for the user, or click on Use Default User Name. The default username for any user is the first letter of the first name and the last name of the user. Next is the password screen. You can either type in a password, then verify it in the box that appears immediately below the password box, or use the Use Default Password button. The default password is identical to the default username. Immediately below these fields is a "Force Password Change" check box. This should be left unchecked. In the section marked "This user has the privilege of:" Administrative Access needs to be checked (in order to access this screen in the future). Currently Active should be checked as well. Below the Quote and Sales Tool sections, Transmit needs to be checked, if this machine will be used for Ordering and Transmitting. Click on Save at the top of the screen. If you need to add another user at this time, click on Add User. The screen below shows a completed (one user) User Administration screen. Press the exit button when finished.



19. Setup will now present you with the “Setup is almost complete screen.” Click on Finish to finish the setup.

