



MULTI-USER EDITION INSTALLATION GUIDE

Installing File In Time Software in a Network Environment

Your multi-user edition of TimeValue Software™ File In Time™ due date tracking and task management software is designed to operate efficiently on your network. It supports multiple users running the program from the same directory, and individual setup files for each user.

To install the multi-user edition of File In Time software on your network server

1. Insert the File In Time software CD in the CD drive. After a few moments, the installation screen will appear. If the installation screen does not automatically appear, click Start and choose Run. Type D:\SETUP (or the applicable letter of your CD drive) and press Enter.
2. Follow the on-screen instructions to complete the install. Change the destination drive to that of your network drive if needed.

To create a program group and icon for each user/workstation

Perform the following setup from each workstation after installing File In Time software on your network server. The following steps are not needed if a shortcut to the network edition already exists on the workstation.

1. Navigate to the network drive where you installed the multi-user edition of the program (e.g., F:\FITWIN).
2. Double-click on WorkstationSetup.exe.
3. Follow the on-screen instructions. This routine will add desktop shortcuts and required reporting files to the workstation.

Technical Support

If you have any questions, please contact TimeValue Software technical support. Support specialists are available from 7:00 a.m. to 6:00 p.m. Pacific Time Monday - Friday.

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