

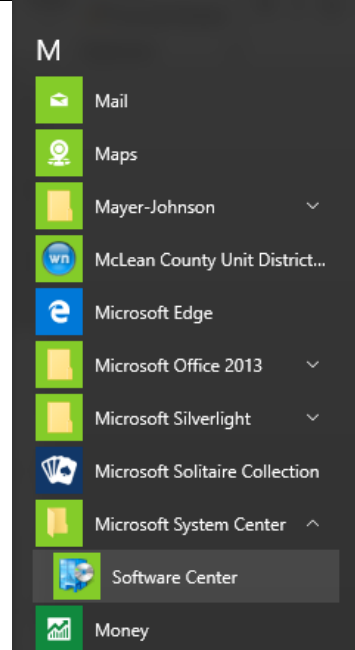
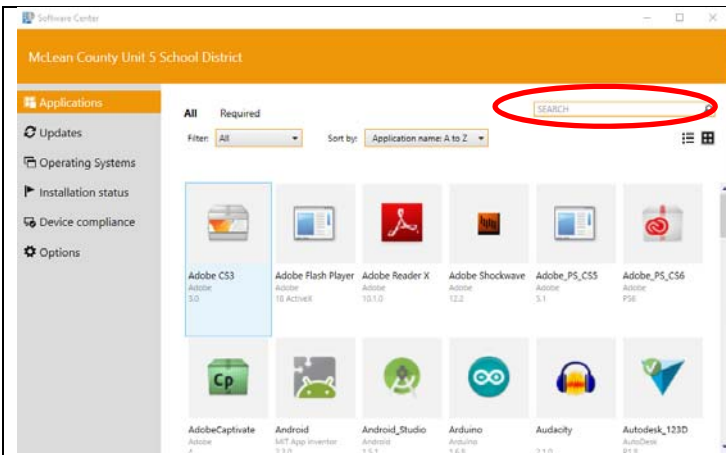


Instructions to Install and Setup FileMaker Client v.15

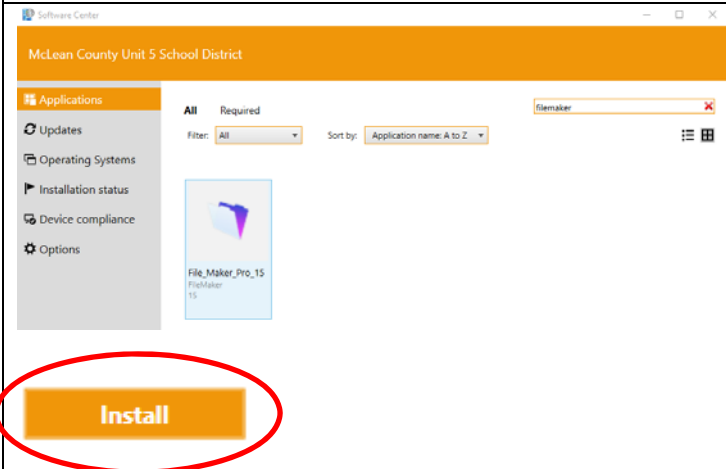
(Note: There is no need to uninstall v.14)

 <p>Windows 10</p>  <p>Windows 7</p>	<ul style="list-style-type: none">• Click the start Menu on your computer
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	<ul style="list-style-type: none">• Click All apps for windows 10 or All Programs for windows 7• Locate the Microsoft System Center• Click Software Center
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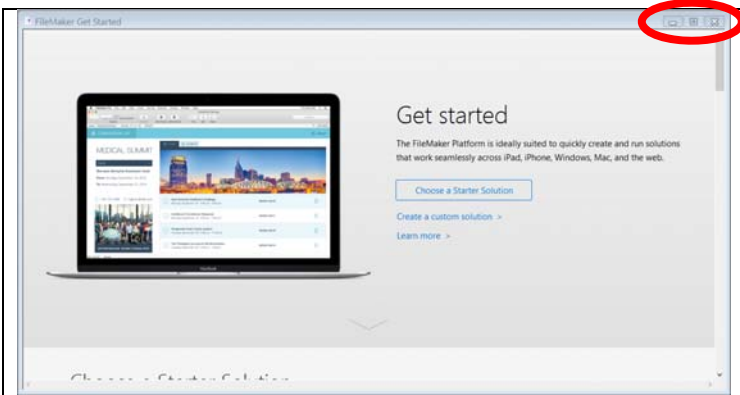
- In the Search box type in FileMaker
- Press Enter
- You can also just scroll down to locate FileMaker, the list is alphabetized



- Click on the FileMaker icon
- Next click Install
- Wait until the screen says the software is done installing

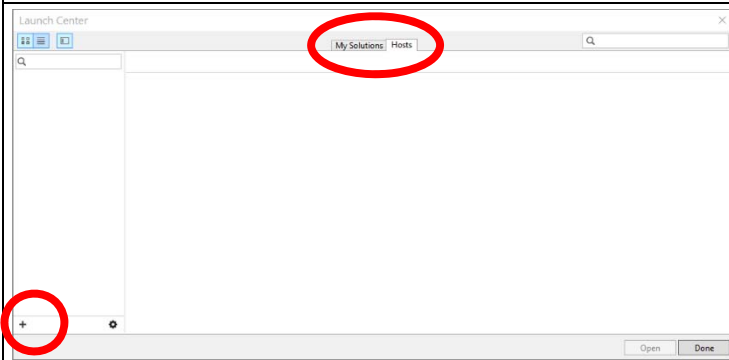


- You will now have a new shortcut on your desktop
- Double click this shortcut
- NOTE: It may take a couple of minutes before it opens, especially the first time



- Click the X to close the Get started window

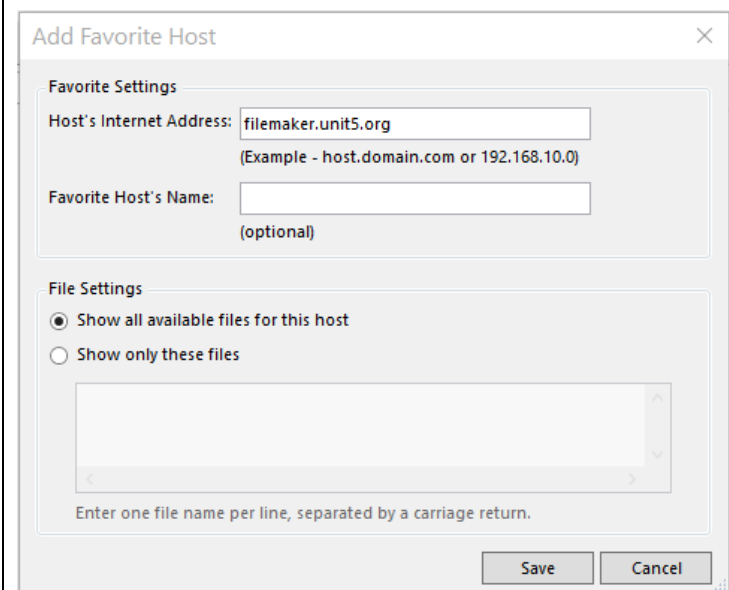
This step is only needed the first time you log into FileMaker Client



- Now we will add access to FileMaker in this window
- Click Hosts tab if not already selected
- Click the +

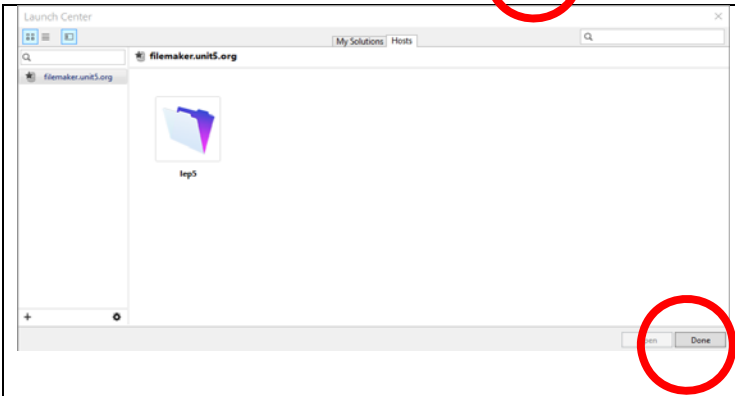
Note: Be sure you are always on the Hosts tab, not the My Solutions Tab

This step is only needed the first time you log into FileMaker Client



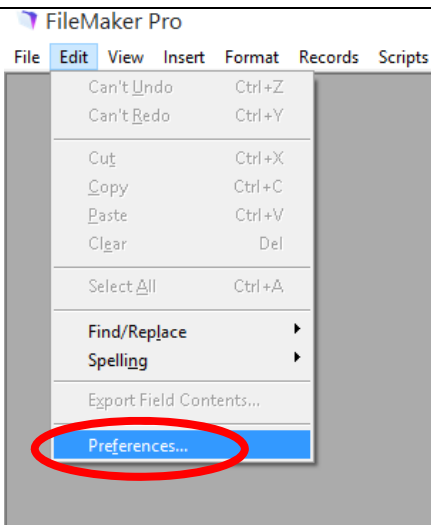
- In the Host's Internet Address: type in filemaker.unit5.org
- Click Save

This step is only needed the first time you log into FileMaker Client



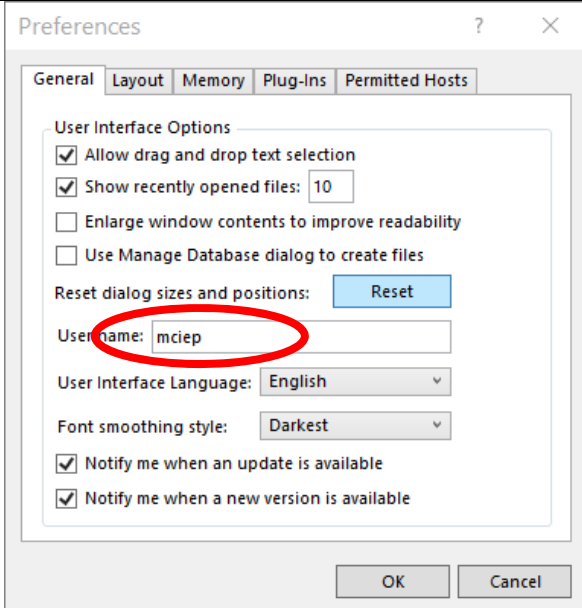
- Click Done

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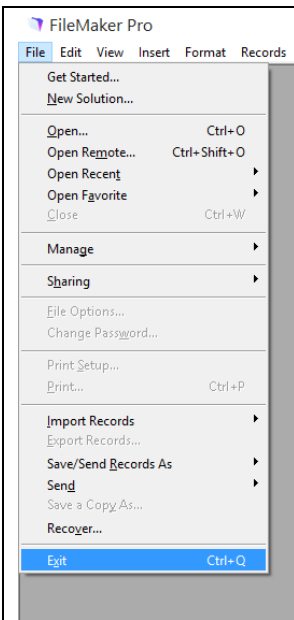
- Now we want to change the username so it always says mciep
- Click the Edit menu and click Preferences...

This step is only needed the first time you log into FileMaker Client



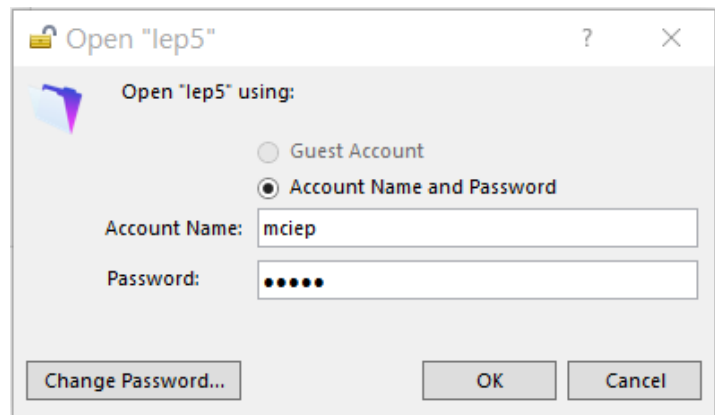
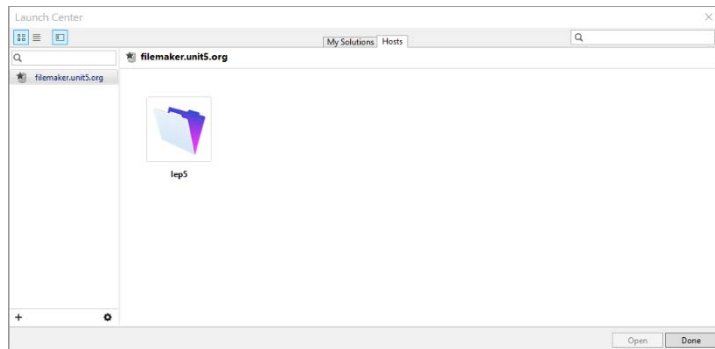
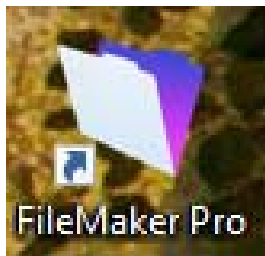
- Type in mciep for the Username
- Click OK

This step is only needed the first time you log into FileMaker Client



- Click the File menu
- Click Exit

This step is only needed the first time you log into FileMaker Client



- Now that the initial setup is done, this is how FileMaker Client will always open for you
- Double click the shortcut on the desktop
- Click lep5
- Click Open (or you can double click lep5)
- Verify Account Name says – mciép
- Enter Password – MC839
- Click OK

Enter Log in Name

Enter Log in Pin

Note: Hit 'continue' button after 'Enter log in pin' using Mouse

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- Type in your Log in Name, note the border is dark
- Either tab to the Log in Pin box or click in it with your mouse BUT make sure the border around the box is dark. Your password isn't revealed as you enter it
- But, if you double click in the Log in Pin box it is revealed
- Click Continue with your mouse or if you really hate that you can press the tab key and then the enter key
- You are now in 😊