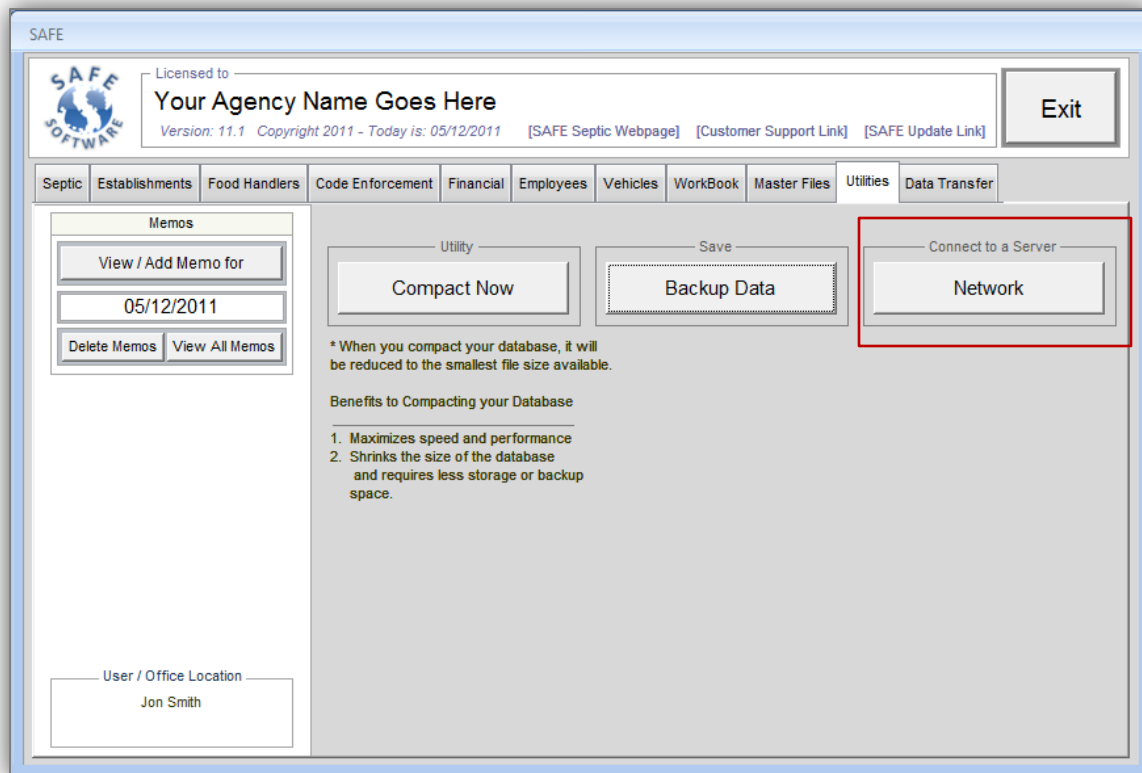
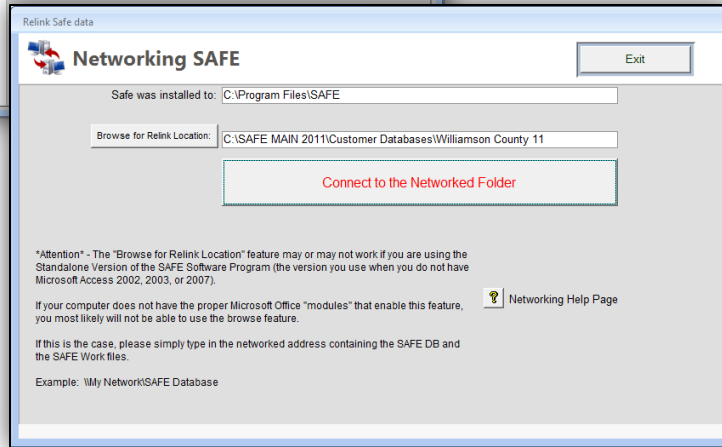
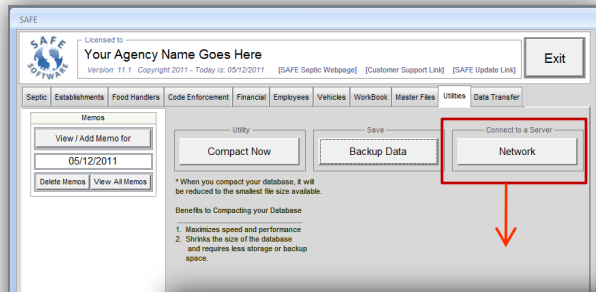


# NETWORKING YOUR DATA

## AGENCY V.11



# Networking your SAFE Program



## Networking and Re-linking Data Tables

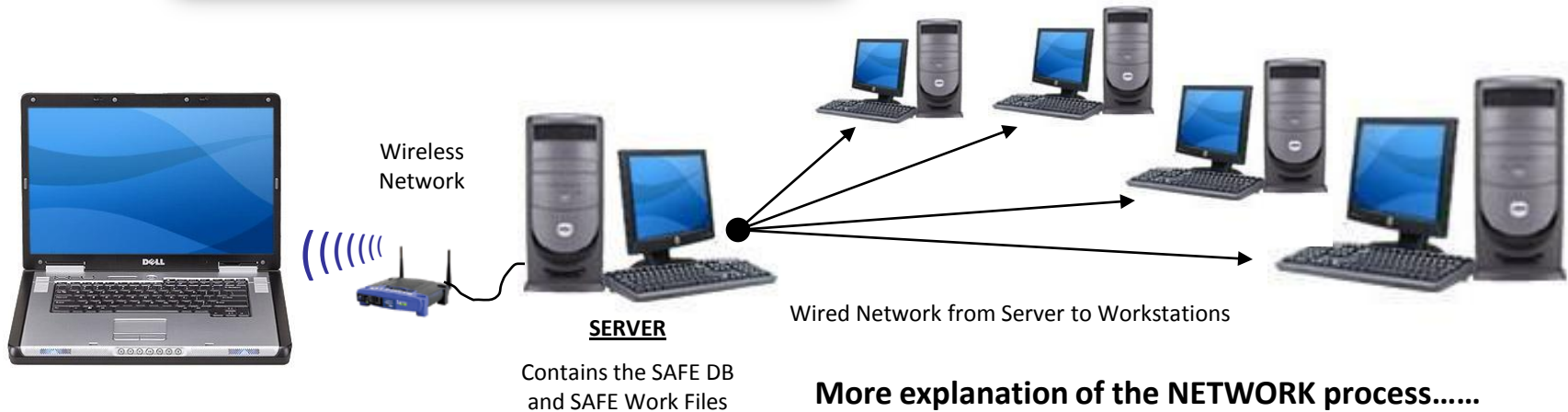
I have had a lot of questions concerning networking SAFE and the Re-linking of the data tables.

**SAFE DOES NOT SETUP OR CREATE A NETWORK FOR YOUR MULTIPLE SYSTEMS. WE SIMPLY GIVE YOU THE ABILITY TO RELINK YOUR DATA TABLES TO THE APPROPRIATE NETWORK FOLDER IN ORDER TO VIEW AND WORK FROM SAFE ON THESE MULTIPLE SYSTEMS.**

Networking: It is advisable to seek professional "help" before setting up an office network.

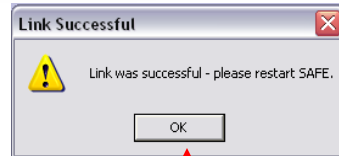
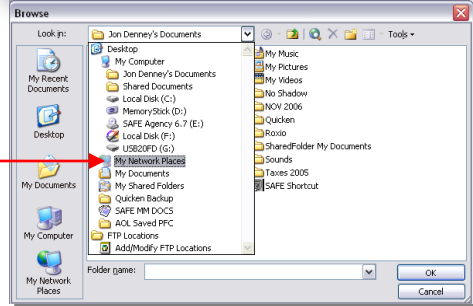
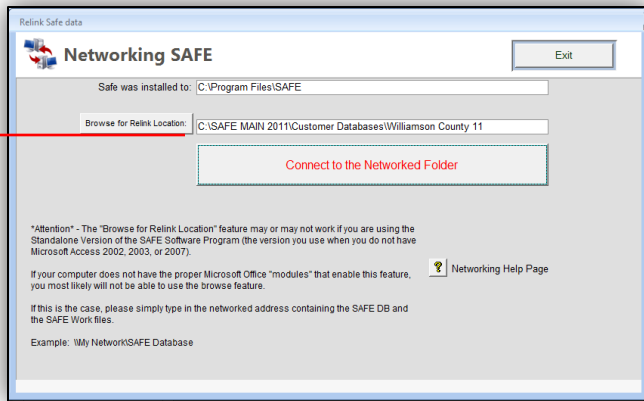
**The SAFE DB.mdb and the SAFE Work.mdb have to reside in the same folder in order to network properly.**

**NEW TO VERSION 11: Make sure your Installation Destination is correct or the program will NOT link correctly.**



**More explanation of the NETWORK process.....**

# Most Common Setup Procedure – Agencies using a stand-alone server application.

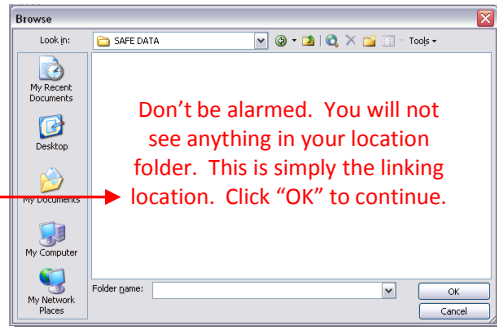


1. Install SAFE on every computer. Make sure the Startup Icon is on each desktop. Click on it and go through the installation process until SAFE is loaded on every computer. The same Product Code will need to be on every computer.
2. Create a folder called SAFE DATA (for example) on your server. Make sure that you set the Sharing Properties correctly by right clicking on it and looking at the security and sharing properties.
3. Copy the SAFE DB.mdb and the SAFE Work.mdb files from the main computer (C:\Program Files\SAFE folder) to this SAFE DATA folder on the server.
4. Re-link each computer to the "SAFE DATA" folder on the network by going from the Main Menu in SAFE to the Utilities/Network button shown to the left.
5. Click on "Click to Re-link the SAFE DB" and you should see some progress bars at the bottom left of the screen start to cycle. You will know it linked properly when the prompt box appears and states that the link was successful – press "OK" and restart SAFE.
6. Check your Septic Permits (Records) and make sure all computers have access to edit, add, or delete data.

\* We are not responsible for improper network configuration or Microsoft Networking Conflicts. It is advisable to run the same operating systems on all computers when networking (Windows XP Professional, for example).

## Second Network Configuration: Using a PC as a Server and linking others to your computer

1. Follow Steps; 1, 4, and 5
2. Instead of Steps 2 and 3, simply link to the main computer's (acting as the server) C:\Program Files\SAFE folder. Again, make sure the sharing properties are set correctly.



# NETWORK DIAGRAM

1. Install the SAFE Program on all Workstations.
2. Start up SAFE from one Workstation and go through the install / setup procedure (Product Code and Company Name entry).
3. Create a folder on the Server called SAFE DB (or something similar).
4. Copy and Paste the SAFE DB and the SAFE Work Files from the Workstation where SAFE has been fully installed and setup (codes and company name have been entered).
5. Delete the SAFE DB in the C:\Program Files\SAFE Folder of each WORKSTATION.
6. On each Workstation, start SAFE from the Desktop Icon (an error will appear). Go to the Re-link Menu. Type (stand-alone version) or Browse (Access XP or 03 versions) the target for the re-linking. Example: G:\SAFE DB or \\SAFE DB. Consult a Computer Network Specialist if you are having difficulty.
7. Click the Re-link button and restart SAFE. You will be re-linked to the server drive.

