

Getting started with Campaign ToolBox

Thank you for ordering Campaign ToolBox!

What you will need

1. Downloaded Full Program installation file for your state
2. Registration code, either in an email or printed and enclosed

Installing from the web site

1. Download the "Full Program" installation file for your state. It should be downloaded into your Windows Desktop. It is generally best not "run" the file from the web site.
2. When the download is complete, run the install file by double-clicking on the icon that will appear on your Windows desktop. As with any installation, you should first exit all other programs. Anti-virus programs and utilities such as "Crash Guard" can interfere with the installation process.
3. Unless you have a specific reason to do otherwise, it is best to use the default settings (database files can be stored anywhere on your system).

Getting Started

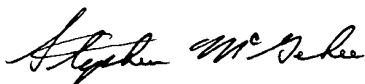
1. When the program is first loaded, it will start in Trial Mode. You will need to go through the "Initial program setup" sequence to remove the Trial Mode restrictions.
2. During the setup process, you will need to enter the following information exactly as found on the enclosed sheet. Note that unless it is part of the Reporting entity, "0" is the *number* zero, and not the letter "o", and "1" is the *number* one and not a lower case "L".
 - A. Reporting Entity
 - B. Program expiration date
 - C. Program options code
 - D. Registration code

If you have more than one Reporting Entity, you will need to repeat the Initial Program Setup sequence, creating a new database file for each reporting entity.

Program updates are available by Internet download only. You should check the web site regularly for other updates that may not be required but add features to the program or correct problems.

Again, thank you for purchasing a license for Campaign ToolBox. If you need help or experience any problems, and are unable to find the answer in the Help files, please check the web site, or email, or call as shown on the bottom of this page.

Sincerely yours,



Stephen McGehee

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