

Set Up and Installation Help Guide

(Note: a full help file exists within PestClick. Use this guide to get you started)

Program Installation



1. Take the CD Rom and put it into the CD Rom drive. The program should auto-start on its own. If it does not within 20 seconds, click on Start and select Run. Insert the Drive Number designation: (IE D:/ would designate the CD Rom drive). Click on the Browse button, and highlight the PestClick execute file (**ie PestClickOZ203.exe**). Then select OK.
2. Select **Next** on the Welcome Screen.
3. Insert your name and the name of the company. **Click Next**.
4. Select **Multi-Plant**. Click **OK** (NOTE; Do NOT select **Install New Module**)
5. Set up will now install the program in a default directory which will be displayed. If another directory is desired for installation, click **Browse**, and select the directory. You may cancel installation, if you choose, as well. To install in the default directory, click **Next**.
6. Set up will add program icons to the Program Folders listed on this screen. You may select one of the listed folder names, or you may type in another name for the folder. Click **Next** to continue.
7. Set up will have enough information at this point to start copying the program files. If you want any settings to be changed or reviewed, click **Back**. If the settings are satisfactory, click Next to begin copying files.
8. Set up will now install the program on your computer.
9. Accept all offers to install VB Runtime. Only accept the offer to install the QuickBooks option if you intend to use PestClick with QuickBooks (this can be installed later, if required).
10. PestClick has now been installed on your computer. Click on the **Finish** Button.
11. If you have a Windows CE PDA, or a Symbol PT 8800 (or later model) then install the ActiveSync files when prompted. If you do not, you can install ActiveSync at this stage or later by re-running the setup program.

Activate the Program

1. After the software has been installed, an icon will be visible on your screen. Double click on the **PestClick** icon. Click **OK**.
2. A Microsoft error message may appear – click Ignore

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3. A Security Logon screen will appear. At this stage click **IGNORE** (You have 45 days to register before the program locks). Type in **Demo** for the User Name. No password is necessary at this point.
4. To create a secure account (that is, a User Name and Password account), see **Edit Users**

Registering the Program

1. You have 45 days to register the program. After that the system locks and becomes unusable until you register it.
2. Before you can register the program you must pay for your first year's use. In order to register the program, take a note of the **SYSTEM ID**.
3. If you have not already done so, you must contact your local **GARRARDS BRANCH** and make payment. Provide Garrards with your **SYSTEM ID**. Once your payment for the software has been received you will be provided with an **UNLOCK CODE**.
4. Type the unlock code into the space provided on the registration screen and click **REGISTER**. To find the REGISTRATION screen go to **File>Maintenance>System>Registration**.

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