



Version 6.3

Installation Guide

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Introduction to the MISys Installation Guide

This Installation Guide is intended to show you how to download and install the MISys Manufacturing System.

We hope this Installation Guide will be helpful to you whether you are setting up a company database from scratch, or just exploring MISys Manufacturing using the provided sample data.

Please Print and Read This Document!

Please read this document in its entirety before you attempt to install or use the program.


If you would like to print a copy of the Installation Guide to read off-line, load your printer with paper and click the **Print** button above.

Upgrading From A Previous Version

If you are upgrading from a previous version of MISys Manufacturing, special instructions can be found in a document at <http://misysinc.com/wp-content/uploads/2015/05/MISys-Upgrade-Guide-6.3.pdf>. Please read and follow these instructions carefully.

MISys Manufacturing System Components

The MISys Manufacturing System consists of three separate components which may all be installed on one computer, or distributed across a network of computers (including the Internet).

MISys Client	Manufacturing	<p>Provides the functions of MISys Manufacturing that are used for Basic Manufacturing (Inventory Control, Multi-level Bills of Material, Revision Control, and Production Work Orders). Optional (extra cost) client functionality also includes Advanced Purchasing, Advanced Production, Material Requirements Planning (MRP), Bin Tracking, Serial/Lot Tracking, Labor Tracking, Bar Coding and more. This component is normally installed on a user's workstation or notebook computer.</p>
MISys Server	Manufacturing	<p>Provides the functions of MISys Manufacturing that control the interaction among MISys clients and the MISys database. This component may be installed on a user's workstation or on a separate dedicated server computer.</p> <p> Installing both the MISys Client and Server components on the same computer places a large load on that one computer. If you choose this option, make sure this computer is appropriately configured with a fast processor and a large amount of memory (2GB or more).</p> <p>Superior performance will be achieved when the MISys Server component is installed on a dedicated computer.</p>
MISys Server Console	Manufacturing Administration	<p>Provides access to the MISys Server for the purpose of making backups, restoring from backups, creating company databases, deleting databases, and maintaining your MISys Manufacturing license.</p> <p>This component can be installed on any computer along with the MISys Client or MISys Server components, or by itself on a networked computer. However, installing the Server Administration Console on any computer other than the MISys Server provides limited functionality since backups can only be made to the Server's hard drive.</p>

Deployment Options

When you install the MISys Manufacturing System, you have four deployment options. Please refer the Compatible Operating Systems section on page 4 to determine if your machine is compatible.

Desktop Deployment

You may deploy MISys Manufacturing on a single desktop computer.

Single User

You may install a 1-user version of MISys Manufacturing on a single computer.

Deployed this way, the MISys Client modules, the MISys Server modules, and the MISys database files reside on the same computer.

Multiple User

You may install a multiple-user version of MISys Manufacturing on a single computer.

Deployed this way, the MISys Client modules, the MISys Server modules, and the MISys database files reside on the same computer. Since this is a multiple-user installation capable of serving other MISys clients, Internet Information Services (IIS) are required.

Local Area Network (LAN) Deployment

You may deploy MISys Manufacturing on a local area network consisting of a network server, an optional database server, and a number of desktop computers.

Deployed this way, the MISys Server modules reside on the network server.

The MISys database files may reside on the network server or on an optional database server.

The MISys Client modules reside on desktop computers.

Internet Deployment

You may deploy MISys Manufacturing over the Internet.



Deployed this way, the MISys Server modules reside on the network file server which is exposed to the Internet and must be running Internet Information Services (IIS).

An appropriate Internet security system must be provided to avoid unauthorized intrusions.

The MISys database files may reside on the network server or on an optional database server.

The MISys Client modules reside on desktop computers which have a broadband connection to the Internet. No Web browser is required.

Compatible Operating Systems

Operating System	MISys Mfg. Client / Single User	MISys Mfg. Server / Multiple User	SQL Express 2014
<i>Client Operating Systems</i>			
Windows XP Home	x		
Windows XP Pro	x	x	
Windows Vista Home	x		x
Windows Vista Business	x	x	x
Windows 7 Home	x		x
Windows 7 Pro	x	x	x
Windows 8/8.1	x		x
Windows 8/8.1 Pro	x	x	x
Windows 10 Home	x		x
Windows 10 Pro	x	x	x
<i>Server Operating Systems</i>			
Windows Server 2003 / R2	x	x	
Windows Server 2008 / R2	x	x	x
Windows Server 2012 / R2	x	x	x

Any operating system that supports either Single User or Multiple User can be used even if it doesn't support SQL Express 2014. In these cases, you will want to install a compatible version of SQL Express / SQL Server before installing MISys Mfg. Then select a "Custom" install and then de-select "Microsoft SQL Server Express Edition". This will cause a prompt where you can enter your credentials for your instance of SQL. This is true for either Single-user or Multi-user installations.

Managed Hosting Deployment

You may deploy the MISys Client locally and connect to a service which will maintain the MISys Server and your MISys database.

Deployed this way, the MISys Client modules may reside on an on premise machine while you connect to the MISys Server modules which have already been installed on a remote host computer. Alternatively, you may access the MISys Server and Client through remote services. This is an extra-cost option which provides continuous maintenance of the Server and your MISys database.

For Installations outside of North America: Microsoft SQL Express Edition is designed for the North American region computing environment only. If you intend to use the MISys Manufacturing System outside North America, we require that you use your own installed copy of Microsoft SQL Server 2005 or later.

System Requirements

Hardware

To run MISys Manufacturing, you must have the following hardware configuration:

Server

A Microsoft Windows-based personal computer with an Intel Pentium 2GHz or faster processor with at least 2GB of random access memory. The computer must have at least one 100GB or larger hard drive and a live connection to the Internet.

Client

A Microsoft Windows-based personal computer with an Intel Pentium 2GHz or faster processor with at least 1GB of random access memory. The computer must have at least 250MB of available hard drive space.

Combined Client/Server

A Microsoft Windows-based personal computer with an Intel Pentium 2GHz or faster processor with at least 2GB of random access memory. The computer must have at least one 100GB or larger hard drive and a live connection to the Internet.



Installing both the MISys Client and Server components on the same computer places a large load on that one computer. If you choose this option, make sure this computer is appropriately configured with a fast processor and a large amount of memory (2GB or more).

Superior performance will be achieved when the MISys Server component is installed on a dedicated computer.

Printer

A compatible laser printer capable of printing at least 132-characters per line. You will probably want to consider using a reasonably high speed (12+ppm) laser printer with MISys Manufacturing because many of the reports are lengthy. Slower auxiliary laser printers may be useful for printing purchase orders and work orders.

Software

MISys Manufacturing is to be used with the US version of Microsoft Windows, the US version of any other operating system and database management software, and the US version of any integrated accounting software. If MISys Manufacturing is used with the non-US version of any software, your remedy is limited to the refund of license fees paid under the standard product warranty terms.

Operating System Software

- Please refer the Compatible Operating Systems section on page 4
- Microsoft .NET Framework v4.0 or later

Database Software

- Microsoft SQL Server Express Edition (for 5 concurrent users or fewer)



Microsoft SQL Server Express Edition is included with the MISys Manufacturing software (the MSSQL Server requires that File and Printer Sharing is installed).

or

- Microsoft SQL Server 2005 or later should be used for larger installation with 5 or more concurrent users.

For Installations outside of North America: Microsoft SQL Express Edition is designed for the North American region computing environment only. If you intend to use the MISys Manufacturing System outside North America, we require that you use your own installed copy of Microsoft SQL Server 2005 or later.

Compatible Accounting Software

MISys Manufacturing integrates with a the General Ledger modules of a number of small business accounting software products including Intuit QuickBooks, Sage 50 Quantum, Sage 50 CA, Sage 300 and Intacct. Please check with the MISys Sales Department for a complete list of compatible accounting software.

A summary description of the available points of integration is available at:

<http://www.misysinc.com/support/accounting.php>.



Your license to use the MISys Manufacturing software is governed by the terms of the [End User License Agreement](#).

Download Options

MISys offers you three download options:

Download an End-user Copy

The End-user Copy is a multi-user version of the product with all the features you need enabled. You pay the MISys Manufacturing license fee and subscription fee up front. As with all MISys software, you are protected by our no-quibble guarantee under which you will receive a complete refund if you decide not to continue with MISys Manufacturing past 60 days.

To download MISys Manufacturing from the Internet, go to:

<http://www.misysinc.com/support/downloads/misysmfg.exe>

Download a Free Trial Copy

The Free Trial is a 1-user version of the product with of most features you need enabled. The Free Trial is a good way to explore MISys Manufacturing using the provided sample data, or by creating your own test data (100 items max.).

To download MISys Manufacturing from the Internet, go to:

<http://www.misysinc.com>



option.

Important: When you are given the opportunity to start downloading the MISys Manufacturing Installation Package, make sure you select the **Save** option and save the package to your Windows desktop or other equally identifiable folder. **DO NOT** select the Run

License Fee and Maintenance Subscription Payment

MISys, Inc. employs a 2-part pricing model for MISys Manufacturing. There is an initial license fee plus an annual maintenance subscription fee which must be renewed each year in order to maintain the active status of your MISys Manufacturing license.

A major credit card is the best way to pay the License and Maintenance Subscription fees. That way, the subscription can be renewed automatically each year without disrupting your service.



MISys does not send statements or renewal notices. If you elect to pay with a check or cash, you will be responsible for making each maintenance subscription fee payment before the renewal date. Otherwise your service may be suspended.

If there is a fee for the software you wish to download, a MISys Sales Representative will contact you to make the required payment using a major credit card. Your confidential credit card information is encrypted by our system and is entirely secure.



If you are a software reseller ordering MISys Manufacturing on behalf of an end-user, be sure to obtain and use the end-user's contact and credit card information, not your own. The financial relationship regarding MISys Manufacturing is between MISys, Inc. and the end-user. If you have questions regarding the MISys Business Partner Program or sales commission payments, please contact MISys Channel Marketing at (802) 457-4600.

Installation Instructions

Once you have downloaded MISys Manufacturing from the MISys Web server, you are ready to install the software on your computer.

If you have chosen to deploy MISys Manufacturing on a single computer, the installation process will install the following components:

- Microsoft SQL Server Express Edition
- MISys Client
- MISys Server
- MISys Server Administration Console

If you have downloaded the MISys Manufacturing installation module to your Windows desktop, double-click the desktop icon. Otherwise, click **Start | Run** and browse to the specified download folder for the file **misysmfg.exe**.

You must also have Microsoft Windows .NET Framework v4.0 or later installed. Normally, this is installed automatically as part of your Windows installation. If the Windows .NET Framework is not installed, the installation of MISys Manufacturing cannot be completed. You can download the .NET Framework from the Microsoft web site.

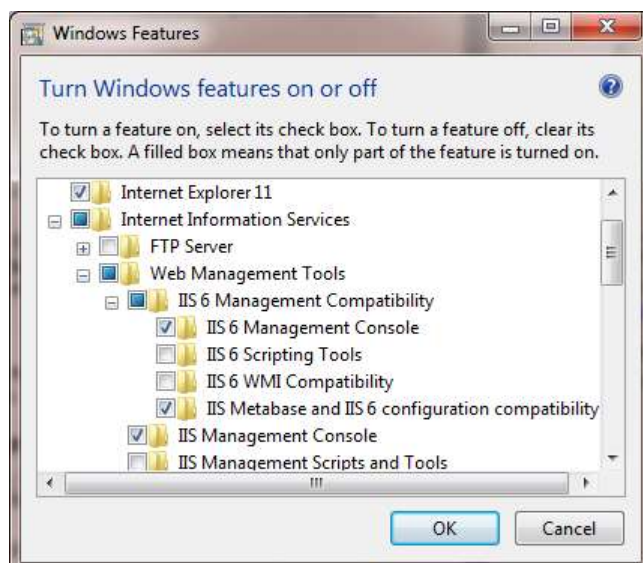
We recommend that ALL programs should be closed before attempting the installation (including things in the System Tray), paying particular attention to anti-virus programs.

Installing Microsoft Internet Information Services

If you are not running in single-user, single-PC mode (that is, you have the MISys Client and the MISys Server installed on different computers) you need to have Microsoft Internet Information Services (IIS) installed.

If it is not already installed, follow these instructions to install IIS (these instructions are for Windows 7, however, other operating systems have similar instructions):

1. Open the **Control Panel**, and click **Programs > Programs and Features**.
2. Click **Turn Windows Features on or off**. The Turn Windows features on or off screen will appear.



3. Follow the on-screen instructions to install IIS.

Special Notes

For Windows 7 or newer:

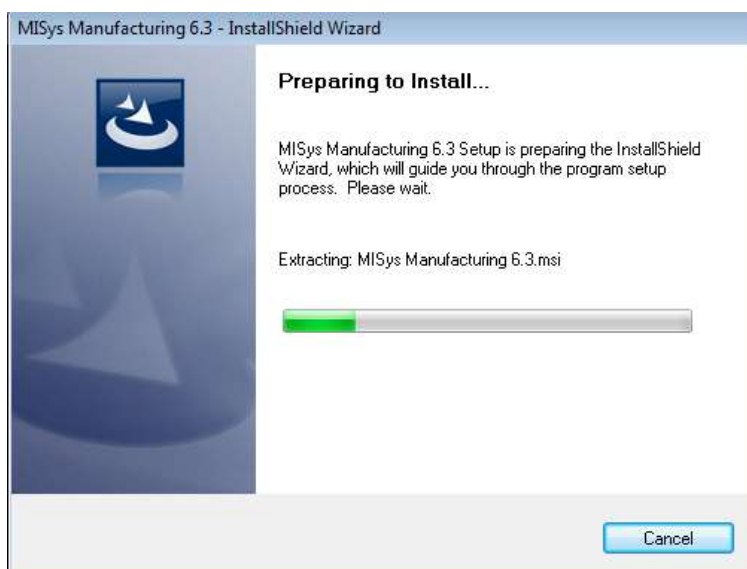
1. MISys requires the IIS 6 Management Compatibility option to be enabled.
 - a. Open the Control Panel > Programs > Programs and Features > Turn Windows feature on or off > Internet Information Services > Web Management Tools > IIS6 Management Compatibility.
 - b. Check IIS 6 Management Console checkbox.
2. MISys also requires .NET Extensibility and ASP.NET enabled for IIS.
 - a. Open the Control Panel > Programs > Programs and Features > Turn Windows feature on or off > Internet Information Services > World Wide Web Services > Application Development Features.
 - b. Turn on .NET Extensibility (4.6 in Windows 10) and ASP.NET (4.6 in Windows 10). Also verify that ISAPI Extensions and ISAPI Filters get selected as a result.
3. Make sure the install file is being run locally from the PC it's being installed on (as opposed to being run off a shared drive somewhere) and when you run it, right click it and select Run as Administrator.

Installing MISys Manufacturing Version 6.3

Special Note about Installing MISys Manufacturing on Windows 7 or newer

When installing the MISys Client or MISys Server on PCs running Windows Vista or newer, we recommend installing in the ..\Program Files (x86) folder or in a new folder (that you create) at the root of the primary drive. For example, you can create a folder in the root named “MISys Manufacturing”. This will avoid any issues imposed by UAC (User Access Control) limitations for modifying files in sub-directories of the standard Windows ‘Program Files’ directory).

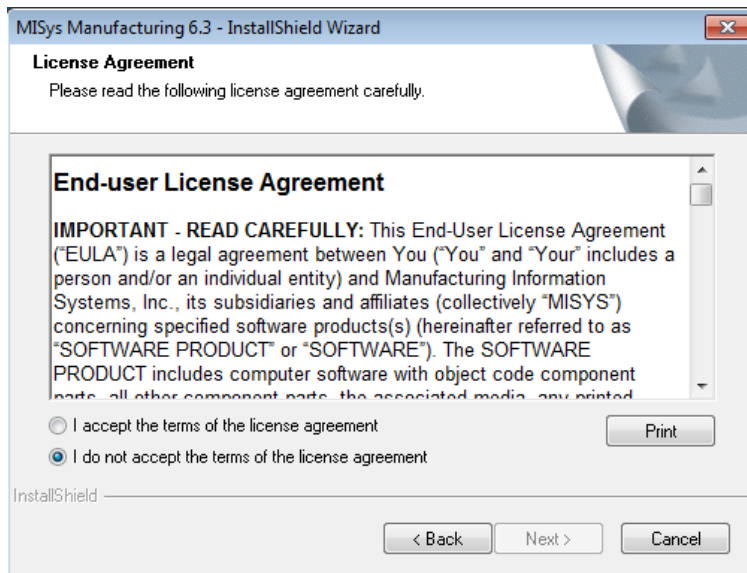
Note: you need to use the MISys Manufacturing custom installation options to be able to change the default installation directory. Shortly after launching the MISys Manufacturing Installer, a window similar to the following will open:



Extraction of the MISys Manufacturing 6.3 Setup programs takes a few minutes. Please be patient. When the process is complete, the following window will appear:

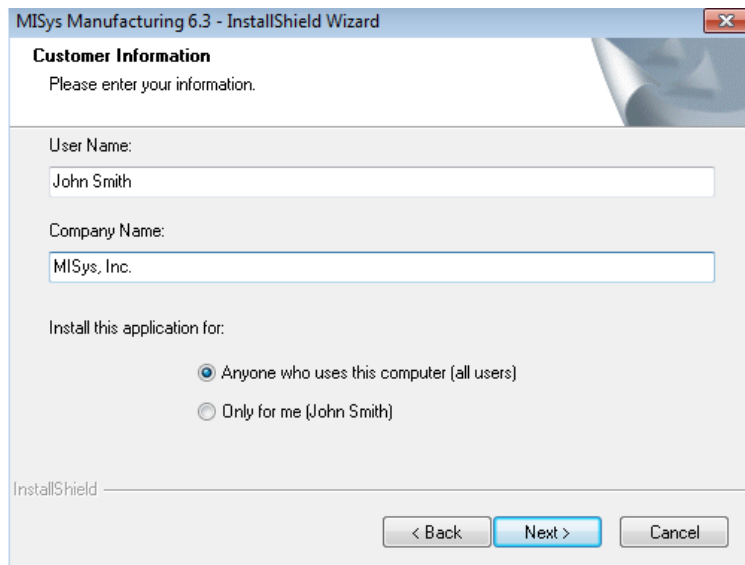


Click the **Next** button and the MISys Manufacturing End User License window will appear:



Please read the MISys End-user License Agreement (EULA) carefully. If you do not accept its terms, click **Cancel** to terminate the installation of MISys Manufacturing.

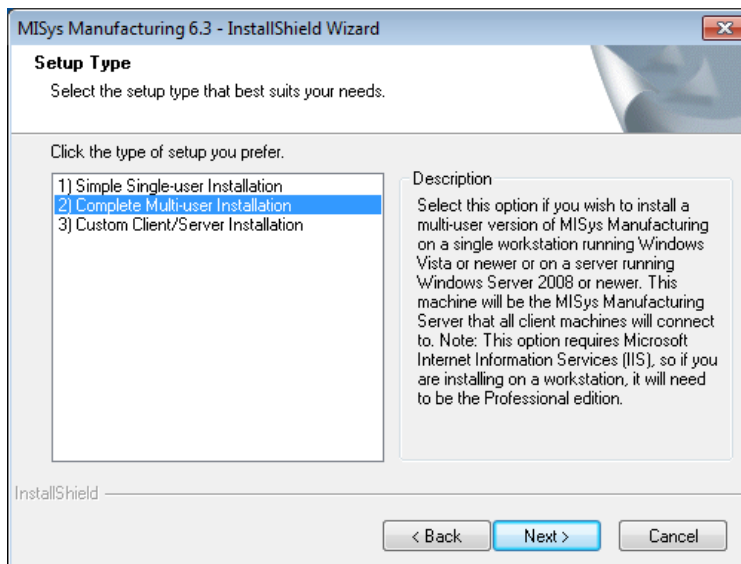
If you accept the terms of the EULA, click the radio button to acknowledge your acceptance, then click the **Next** button. The following window will open:



The screenshot shows the 'Customer Information' window of the MISys Manufacturing 6.3 - InstallShield Wizard. The window has a title bar with the text 'MISys Manufacturing 6.3 - InstallShield Wizard' and a close button. Below the title bar, the text 'Customer Information' is displayed, followed by the instruction 'Please enter your information.' There are three input fields: 'User Name:' with the text 'John Smith', 'Company Name:' with the text 'MISys, Inc.', and 'Install this application for:' with two radio button options: 'Anyone who uses this computer (all users)' (selected) and 'Only for me (John Smith)'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.



Unless you have a specific reason for doing otherwise, we recommend that you select the option to install this application for anyone who uses this computer (all users). Enter your User Name and Company Name in the fields provided and click the **Next** button. The Setup Type window will appear as follows:



The screenshot shows the 'Setup Type' window of the MISys Manufacturing 6.3 - InstallShield Wizard. The window has a title bar with the text 'MISys Manufacturing 6.3 - InstallShield Wizard' and a close button. Below the title bar, the text 'Setup Type' is displayed, followed by the instruction 'Select the setup type that best suits your needs.' There are two main sections: 'Click the type of setup you prefer.' and 'Description'. The 'Click the type of setup you prefer.' section contains a list box with three options: '1) Simple Single-user Installation', '2) Complete Multi-user Installation' (highlighted), and '3) Custom Client/Server Installation'. The 'Description' section contains the following text: 'Select this option if you wish to install a multi-user version of MISys Manufacturing on a single workstation running Windows Vista or newer or on a server running Windows Server 2008 or newer. This machine will be the MISys Manufacturing Server that all client machines will connect to. Note: This option requires Microsoft Internet Information Services (IIS), so if you are installing on a workstation, it will need to be the Professional edition.' At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.

Option 1: Simple Single-user Installation

Select this option if you wish to install a 1-user version of MISys Manufacturing on a single computer in the simplest and quickest way possible. The benefit of this installation option is that it does not require Microsoft Internet Information Server (IIS). However, this limits you to running in single-user mode and no other computers can access your data.



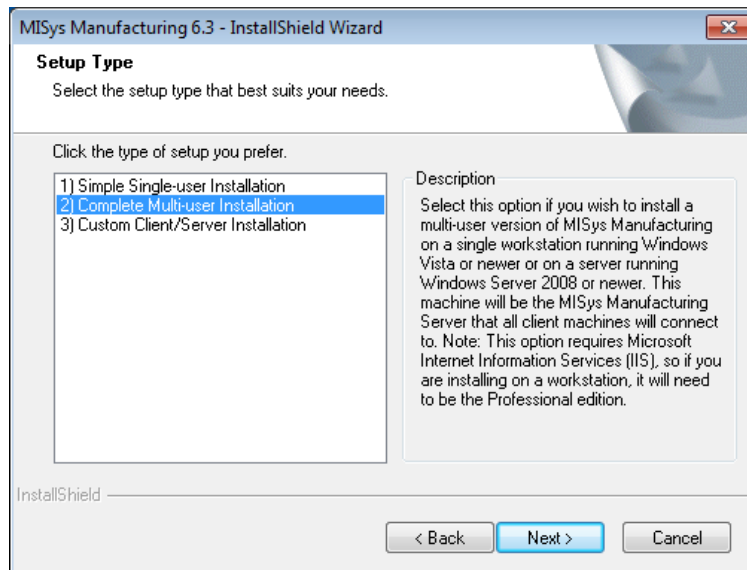
If you select the Simple Single-user Installation option now and wish to upgrade to a multi-user installation later, you can do so by uninstalling MISys Manufacturing and reinstalling it.

Click to select option **1) Simple Single-user Installation**, then click the **Next** button.

Option 2: Complete Multi-user Installation

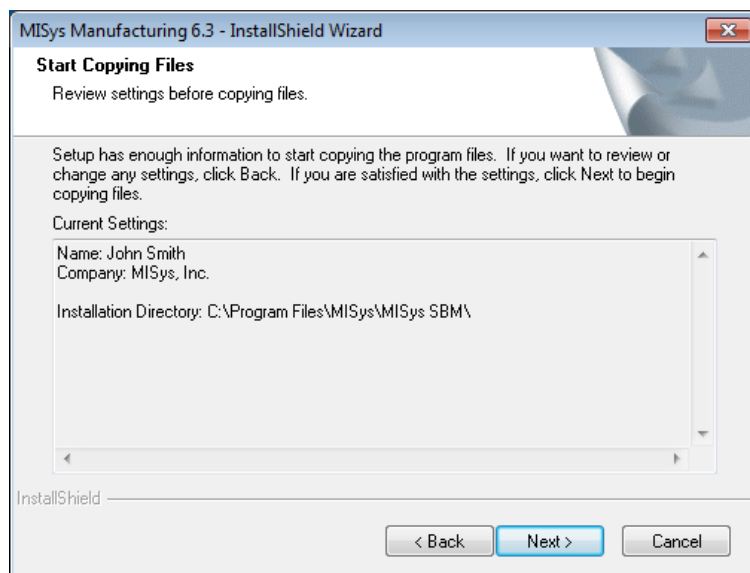
Select this option if you just wish to install everything on your computer so you can have a multi-user version of MISys Manufacturing and other computers can have access to your data. Multi-user operation requires that Microsoft Internet Information Services (IIS) are installed. This should be done on the machine that will function as your MISys Server.

Note: If you wish to use an existing database server, or wish to install MISys Manufacturing in a non-default folder, you should use the Custom installation option.

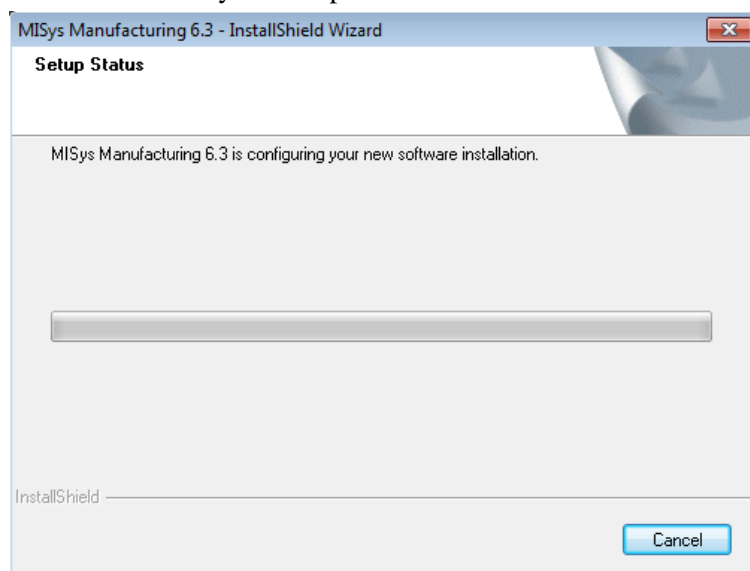


Click to select option **2) Complete Multi-user Installation**, then click the **Next** button.

Whether you select **1) Simple Single-user Installation** or **2) Complete Multi-user Installation**, the following window will appear so you can review the choices the program has made for installing MISys Manufacturing on your computer.



If you wish to proceed with the installation as indicated, click the **Next** button. When you do, the following window will appear as various components of the MISys Manufacturing package will be installed on your computer's hard drive.



When all the components of the MISys Manufacturing System are installed, the following window appears:



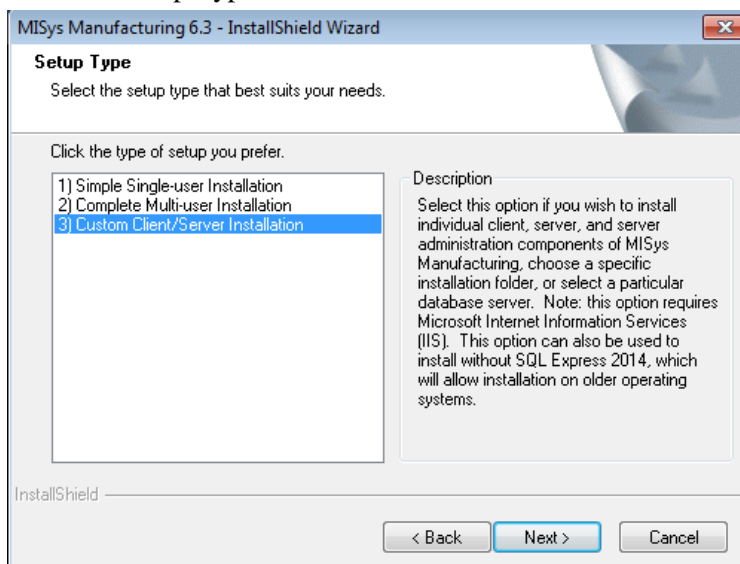
Click the **Finish** button to close the window and return to the Windows desktop.

Option 3: Custom Client/Server Installation

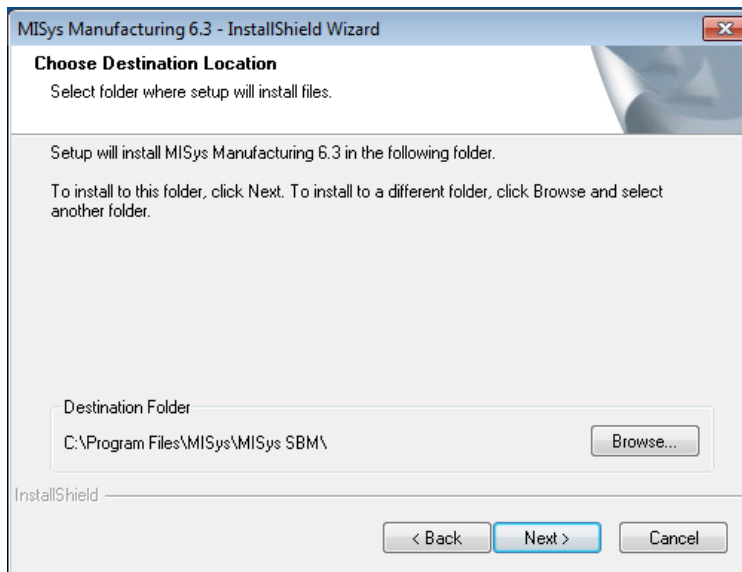
Select this option if you have a particular way you wish to install MISys Manufacturing. For example, you may wish to install:

- Just the MISys Server component on a dedicated computer functioning as a server with or without SQL Express (using your own instance of SQL Server/Express)
 - This can also be done to install without our SQL Express so that MISys Mfg. can be installed on Windows 2003 or XP Pro. Refer the Compatible Operating Systems section on page 4
- Just the MISys Client component on a computer workstation
- Just the MISys Server Administration Console on the server or computer workstation
- Any of these components in a folder that is different from the default folder

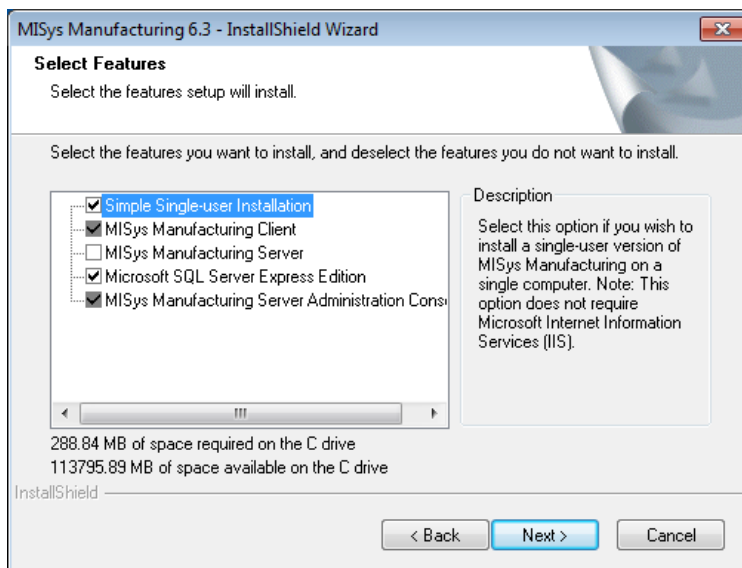
After launching the MISys Manufacturing System Installer, start the installation as described above until you reach the Setup Type window:



Click to select option **3) Custom Client/Server Installation** then click the **Next** button. The Destination Location window will open as follows:



Click the **Next** button to proceed to the Select Features window:

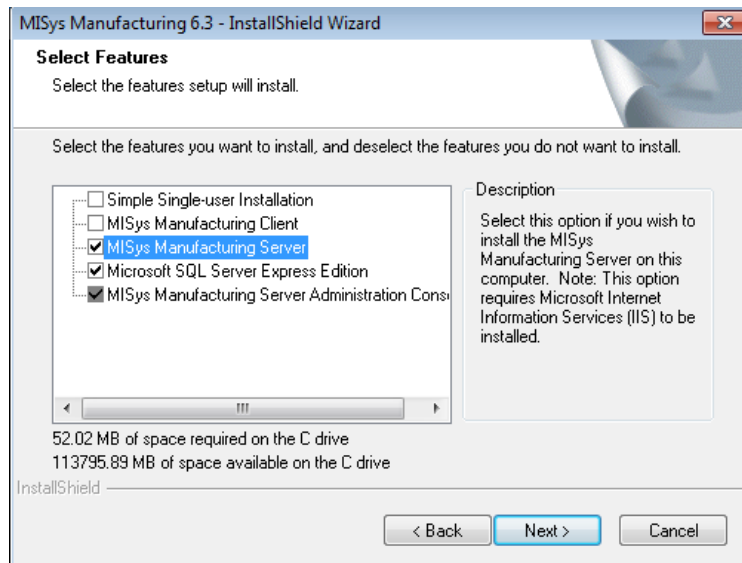


By default, the Select Features window is set to install all the components of MISys as a simple, single-user installation. If you wish to pick and choose the components you wish to install, follow these steps:

Install the MISys Server Component

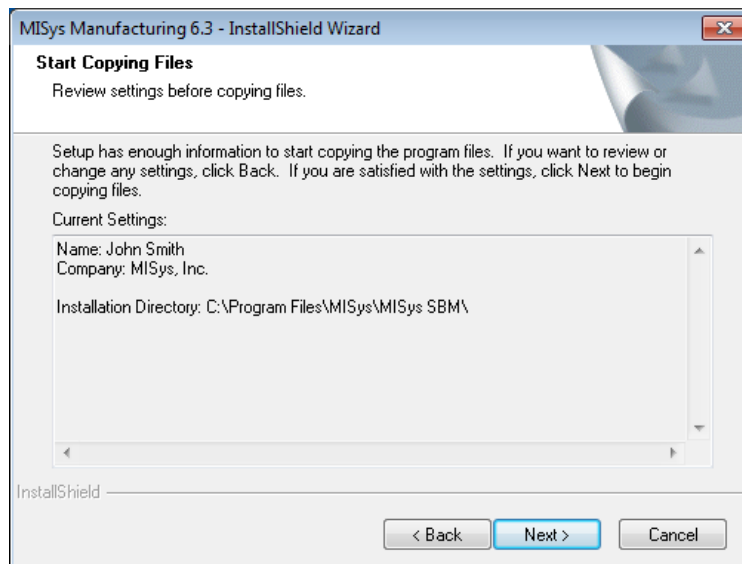
Start by installing the MISys Server component on your network server.

Since you are not performing a simple, single-user installation and you do not need the MISys Client modules on your server, you can clear the checks from these boxes, leaving only the checks for MISys Server, Microsoft SQL Server Express Edition, and MISys Server Administration Console. It is recommended to keep the MISys Manufacturing Client checked so that you can also access MISys Manufacturing from the server.

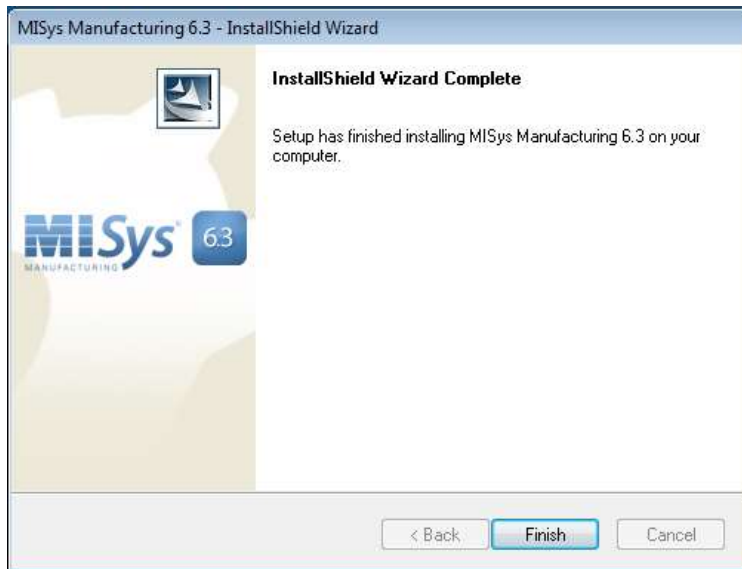


When you are ready to proceed, click the **Next** button.

When the following window appears, review the choices the program has made for installing MISys Manufacturing on your computer.



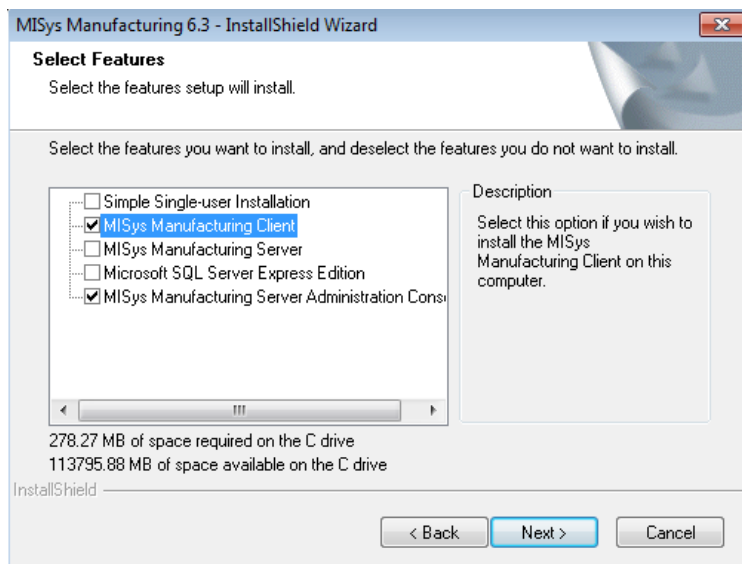
If you wish to proceed with the installation as indicated, click the **Next** button. When you do, the selected components of the MISys Manufacturing package will be installed on your server's hard drive. There is nothing else you need to do until the following window appears:



Click the **Finish** button to close the window and return to the Windows desktop.

Install the MISys Client Component

If you are installing MISys Manufacturing on a client computer (or more likely a series of client computers), you do not need the MISys Server component or Microsoft SQL Server Express Edition, so clear the checks from these boxes leaving only the checks for the MISys Client component and the MISys Server Administration Console.

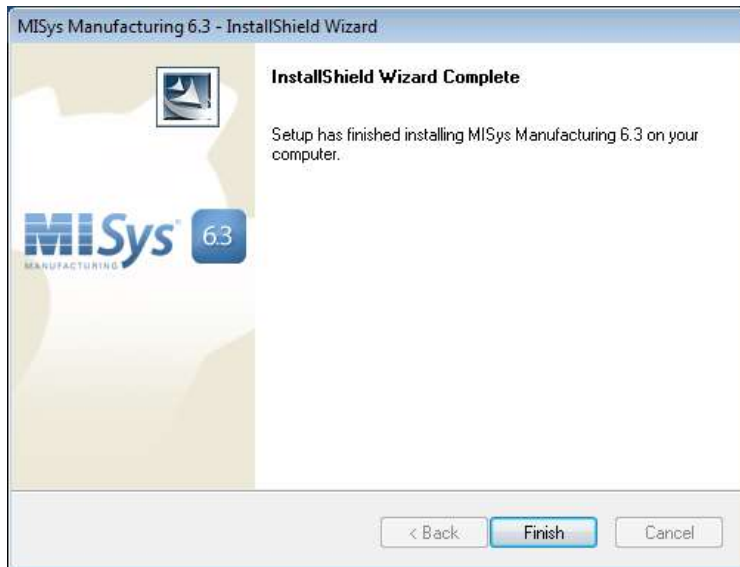




The MISys Server Administration Console is an optional component but we urge you to install it anyway.

When you are ready to proceed, click the **Next** button.

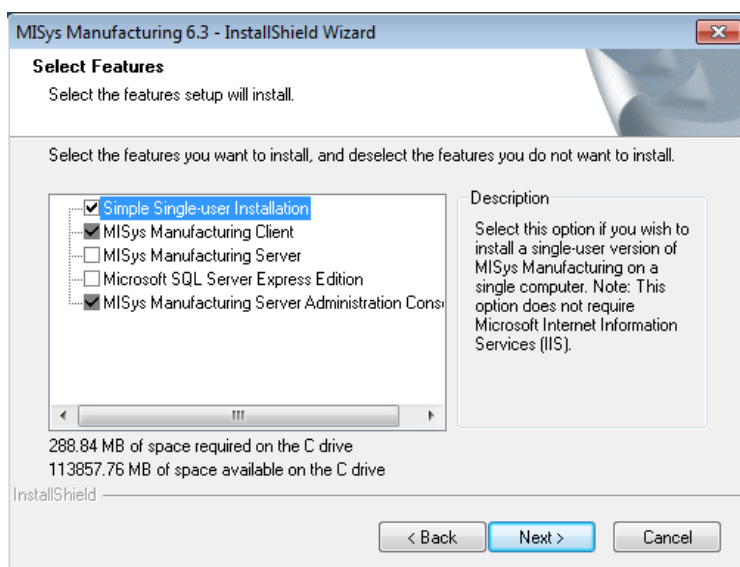
There is nothing else you need to do until the following window appears:



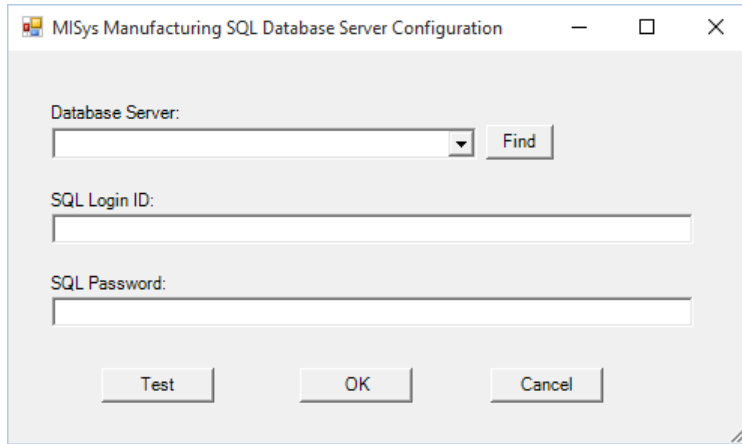
Click the **Finish** button to close the window and return to the Windows desktop.

Install MISys for single-user operation on an older operating system

If you are installing MISys Manufacturing on a client computer for single-user access and you are using an older operating system (like Windows XP). You would start by installing your own SQL Server or SQL Express. After that is installed, you would select Custom Client/Server Installation and then clear the checks from MISys Manufacturing Server as well as Microsoft SQL Server Express Edition.

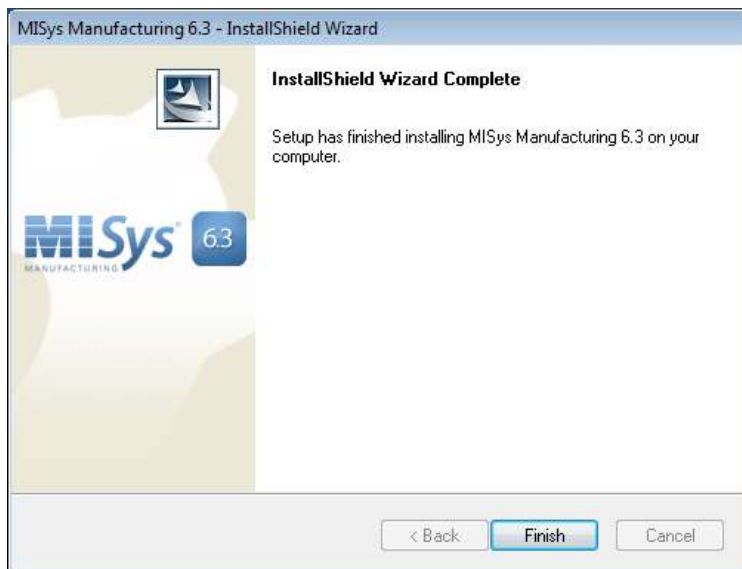


When you are ready to proceed, click the **Next** button. After some processing, you will be prompted for your SQL database server and credentials. You want to specify a Login ID with administrative permissions to the database server (we use the sa when we install our own instance of SQL Express)



After entering your Database Server and the credentials, make sure to click Test first to see if we are able to connect using the information that is provided. Once it is successful, you can continue by clicking OK.

There is nothing else you need to do until the following window appears:



Using the MISys Manufacturing Free Trial

The MISys Manufacturing Free Trial allows you to experiment with the program using sample data prepared for a company called Sample Company, Inc. (aka MISAMPCO).

The MISys Manufacturing Free Trial is fully functional. However, it has the following limitations:

- You can use the Free Trial to create your own company database, or use the included Sample Data, as long as you create no more than 100 item records.
- The multi-user capabilities of MISys are disabled.

Reloading the Sample Data

In the course of your exploration of MISys Manufacturing with the MISAMPCO company database, you may wish to reload the sample data over and over, thus restoring it to its original condition.

To reload the sample data, follow these instructions:

From the Windows desktop, double-click the icon labeled **MISys Server Administration**.

The Server Administration Console login window will appear as follows:

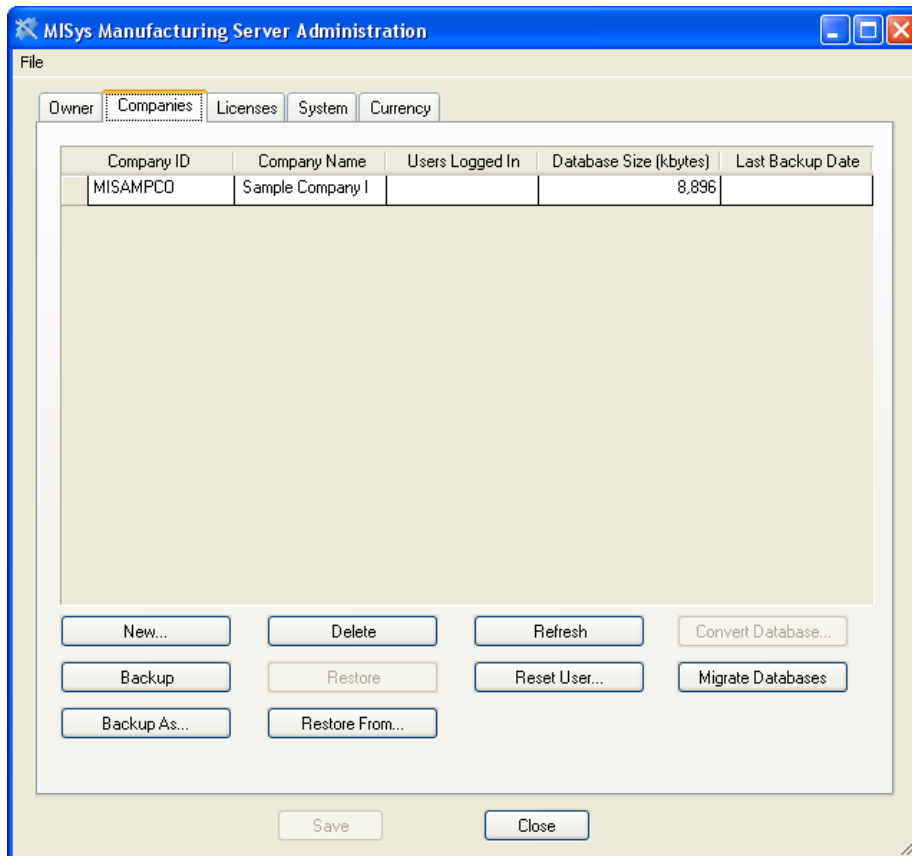


Enter the password you obtained from MISys Customer Service.



When entering your password, make sure you do not inadvertently have the CAPS LOCK key engaged.

When the MISys Server Administration Console appears, navigate to the **Companies** tab.



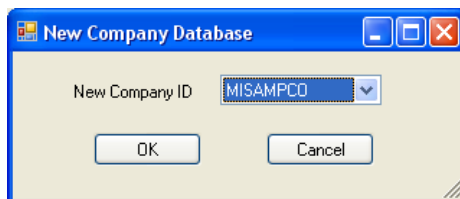
Delete MISAMPCO

Click to select the Company database MISAMPCO, then click the **Delete** button.

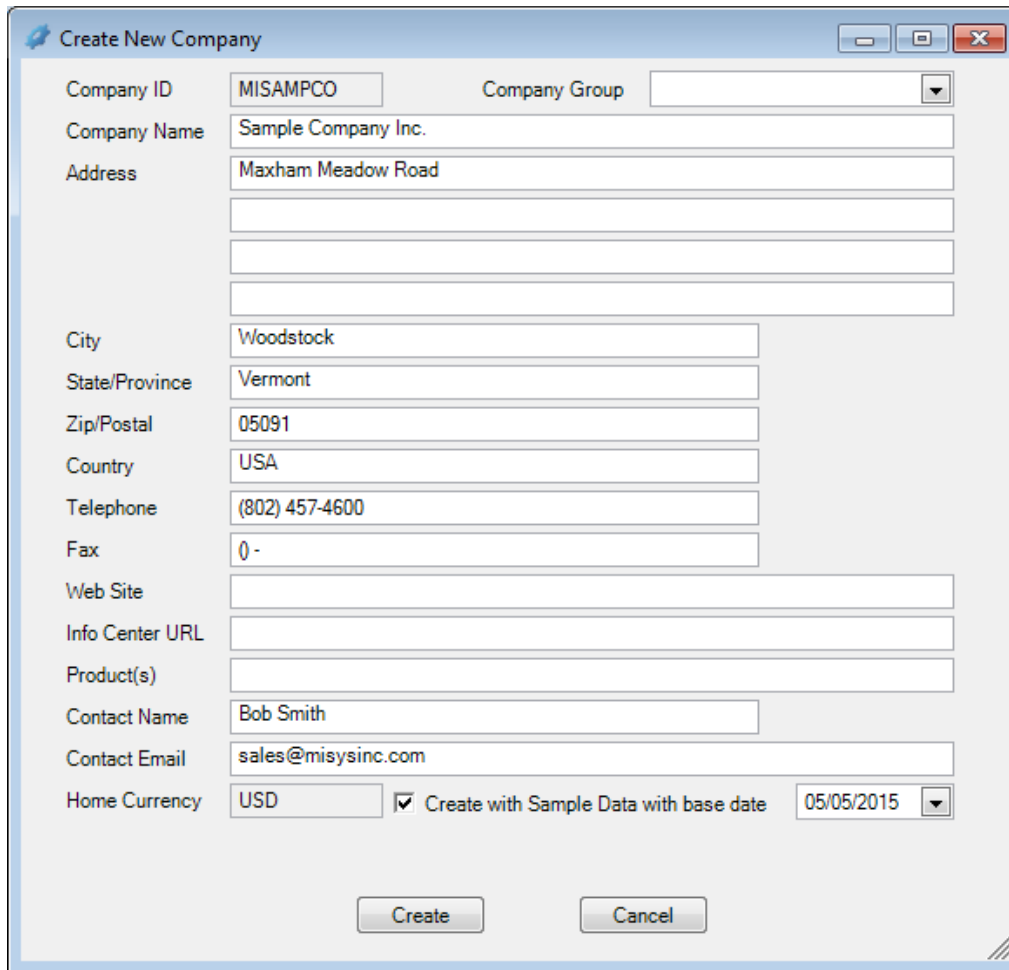
When asked if you wish to create a backup of MISAMPCO first, click **No**. Then click **OK** to acknowledge your intent to delete this company database.

Create MISAMPCO

To create a new database for MISAMPCO, click the **New** button. The following window will appear:



Make sure you have selected **MISAMPCO** for the ID for your new database, then click the **OK** button. The following window will appear:



The 'Create New Company' dialog box contains the following fields and options:

- Company ID: MISAMPCO
- Company Group: (blank dropdown)
- Company Name: Sample Company Inc.
- Address: Maxham Meadow Road (with three additional empty lines below)
- City: Woodstock
- State/Province: Vermont
- Zip/Postal: 05091
- Country: USA
- Telephone: (802) 457-4600
- Fax: 0 -
- Web Site: (empty)
- Info Center URL: (empty)
- Product(s): (empty)
- Contact Name: Bob Smith
- Contact Email: sales@misysinc.com
- Home Currency: USD
- ☒ Create with Sample Data with base date
- Base Date: 05/05/2015 (dropdown)
- Buttons: Create, Cancel

Don't bother entering any company name and address information. Just click the **Create** button.

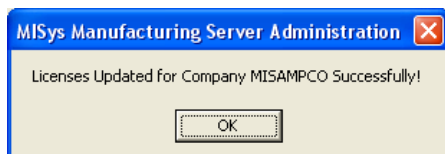


Because the **Create with Sample Data with base date** option is enabled, this database will be loaded with a fresh copy of the MISys sample data. Certain sample data will be created using the specified base date.



The Company Group field is normally blank. It is only used if the MISys Manufacturing Server you are connecting to is provided by a Hosting Service instead of an installation on your own company's network. Consult your network administrator if using a hosting provider and they will provide the correct group name to enter for the Company Group field.

When the new database has been created and the sample data successfully loaded, the following window will open:



Click the **OK** button.

Click the **Close** button to close the MISys Server Administration Console and return to the Windows desktop.

Creating A Live MISys Manufacturing System Database

If you have purchased a license to use MISys Manufacturing for your company, you should be ready to create a live MISys database. You do this in three steps:

1. You enter your MISys Manufacturing Serial Number
2. You activate your MISys Manufacturing module licenses
3. You create an empty database ready to accept your live company data



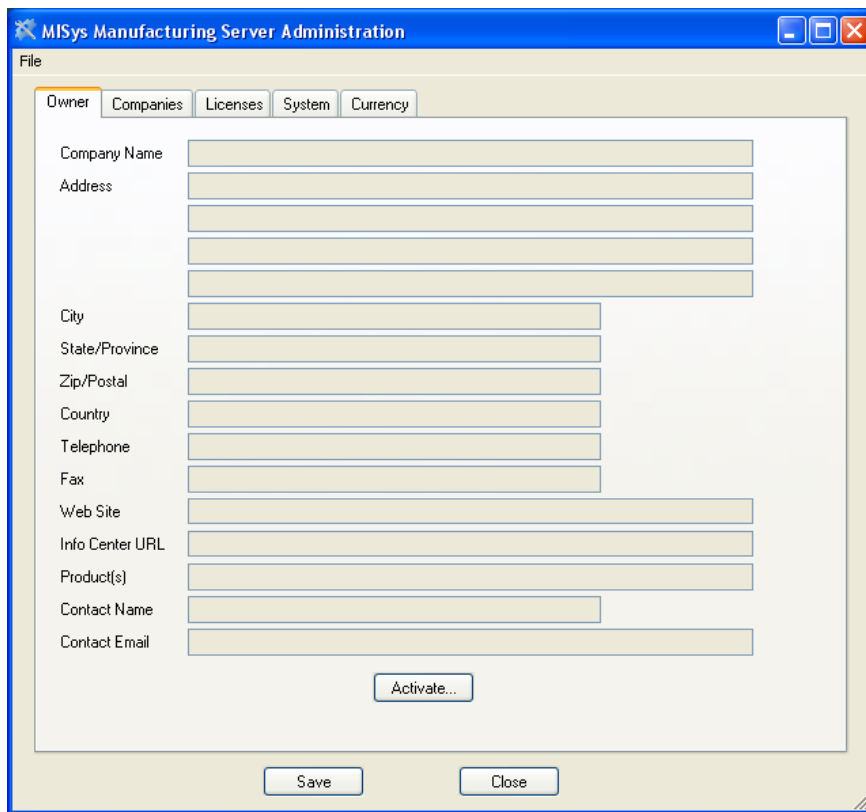
This process requires that you have a live connection to the Internet. If the computer you are working on is not currently connected to the Internet, **DO NOT** proceed any further. Consult your Network Administrator for assistance.

Enter Your Serial Number

From the Windows desktop, double-click the MISys Server Admin icon. The following window will appear:

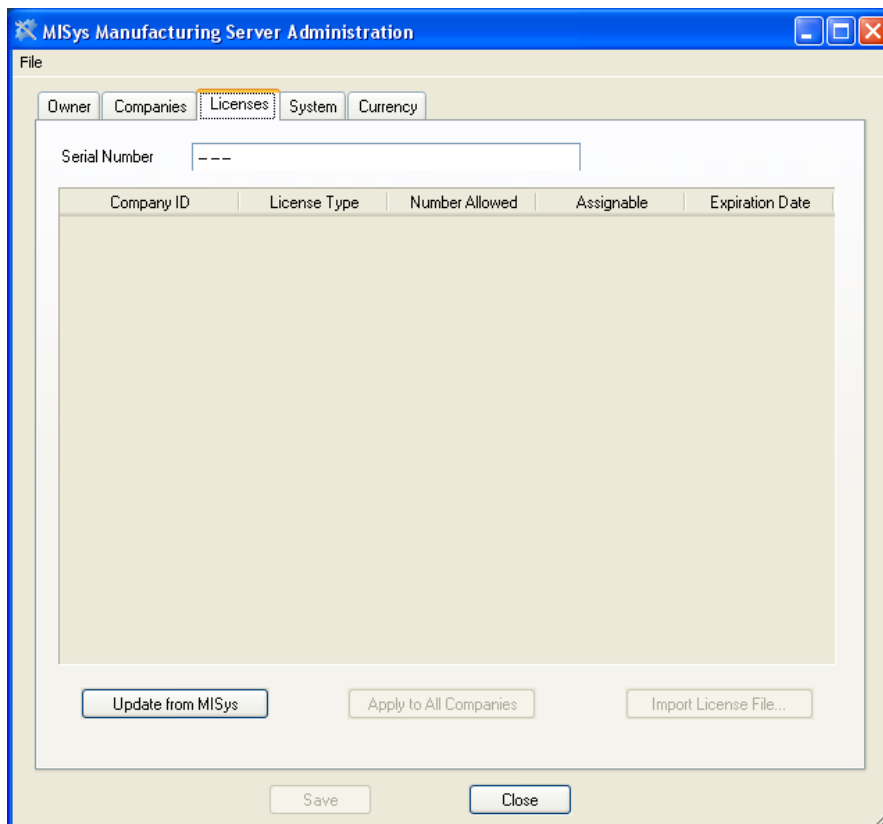


Enter the password you obtained from MISys Customer Service and click the **Log In** button. The Server Administration window will open as follows:



The screenshot shows the 'MISys Manufacturing Server Administration' window with the 'Companies' tab selected. The window has a menu bar with 'File' and a tab bar with 'Owner', 'Companies', 'Licenses', 'System', and 'Currency'. The 'Companies' tab contains a form with the following fields: Company Name, Address (three lines), City, State/Province, Zip/Postal, Country, Telephone, Fax, Web Site, Info Center URL, Product(s), Contact Name, and Contact Email. Each field has a corresponding text input box. At the bottom of the form is an 'Activate...' button. Below the form are 'Save' and 'Close' buttons.

Click on the **Licenses** tab:



The screenshot shows the 'MISys Manufacturing Server Administration' window with the 'Licenses' tab selected. The window has a menu bar with 'File' and a tab bar with 'Owner', 'Companies', 'Licenses', 'System', and 'Currency'. The 'Licenses' tab contains a form with a 'Serial Number' field (with three dashes) and a table with the following columns: Company ID, License Type, Number Allowed, Assignable, and Expiration Date. The table is currently empty. Below the table are three buttons: 'Update from MISys', 'Apply to All Companies', and 'Import License File...'. At the bottom of the form are 'Save' and 'Close' buttons.

In the Serial Number field, enter the 16-digit serial number you received from the MISys Customer Service Department.



If you have a free trial version of MISys Manufacturing, you do not have a Serial Number and you are limited to exploring the program using the included sample data, or creating your own database with fewer than 100 items.

The screenshot shows the 'MISys Manufacturing Server Administration' window with the 'Licenses' tab selected. The 'Serial Number' field contains '1999-9999-9999-9999'. Below it is a table with columns: Company ID, License Type, Number Allowed, Assignable, and Expiration Date. The table is currently empty. At the bottom of the window are buttons for 'Update from MISys', 'Apply to All Companies', 'Import License File...', 'Save', and 'Close'.

Company ID	License Type	Number Allowed	Assignable	Expiration Date
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Check to make sure you have entered your Serial Number correctly from the email you received from the MISys Sales Department, then click the **Save** button.

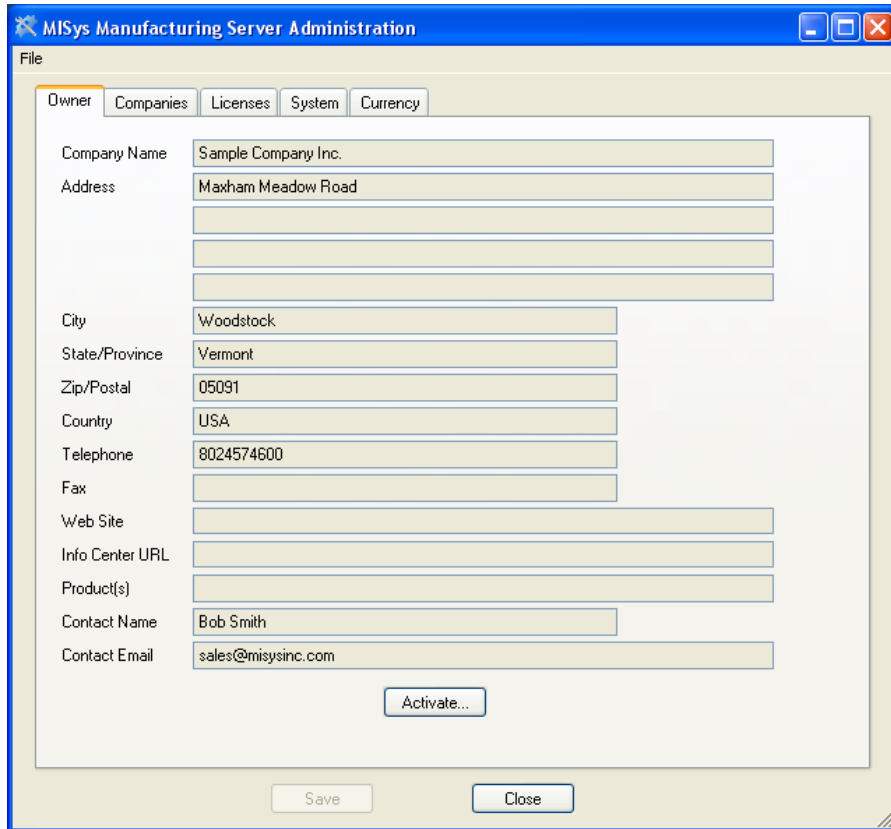


If you did not receive an email containing your MISys Serial Number, please contact MISys Customer Service at (802) 457-4600 or email customerservice@misysinc.com.

You will be asked to confirm your intent to save your Serial Number. Click **Yes**.

Activate Your MISys Module Licenses

To activate your MISys Manufacturing module licenses, navigate to the **Owner** tab.



The screenshot shows the 'MISys Manufacturing Server Administration' window with the 'Owner' tab selected. The window contains a form with the following fields and values:

Field	Value
Company Name	Sample Company Inc.
Address	Maxham Meadow Road
City	Woodstock
State/Province	Vermont
Zip/Postal	05091
Country	USA
Telephone	8024574600
Fax	
Web Site	
Info Center URL	
Product(s)	
Contact Name	Bob Smith
Contact Email	sales@misysinc.com

At the bottom of the form is an 'Activate...' button. Below the form are 'Save' and 'Close' buttons.

Click the **Activate** button and the program will connect via the Internet to activate your license.

When the process is complete, the following message will appear:



Click **OK** and the form will fill in with your company name, address, and contact information similar to the following:

MISys SBM Server Administration

File

Owner Companies Licenses System Currency

Company Name MISys Inc. - Live Company Data

Address 4 Maxham Meadow Way
Suite 2G
P.O. Box 795

City Woodstock

State/Province Vermont

Zip/Postal 05091

Country United States of America

Telephone

Fax 8024574602

Web Site www.misysinc.com

Info Center URL

Product(s) Manufacturing software

Contact Name James Hubert

Contact Email sales@misysinc.com

Activate...

Save Close



This is the information you provided when you purchased your license to use MISys Manufacturing. If it is not correct, please contact MISys Customer Service at (802) 457-4600 or email customerservice@misysinc.com.

Navigate back to the **Licenses** tab which will appear as follows:

MISys Manufacturing Server Administration

File

Owner Companies Licenses System Currency

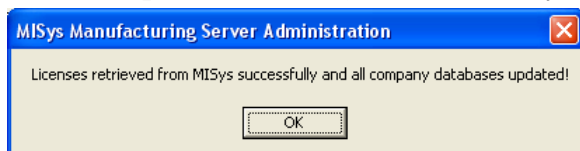
Serial Number 1999-9999-9999-9999

Company ID	License Type	Number Allowed	Assignable	Expiration Date

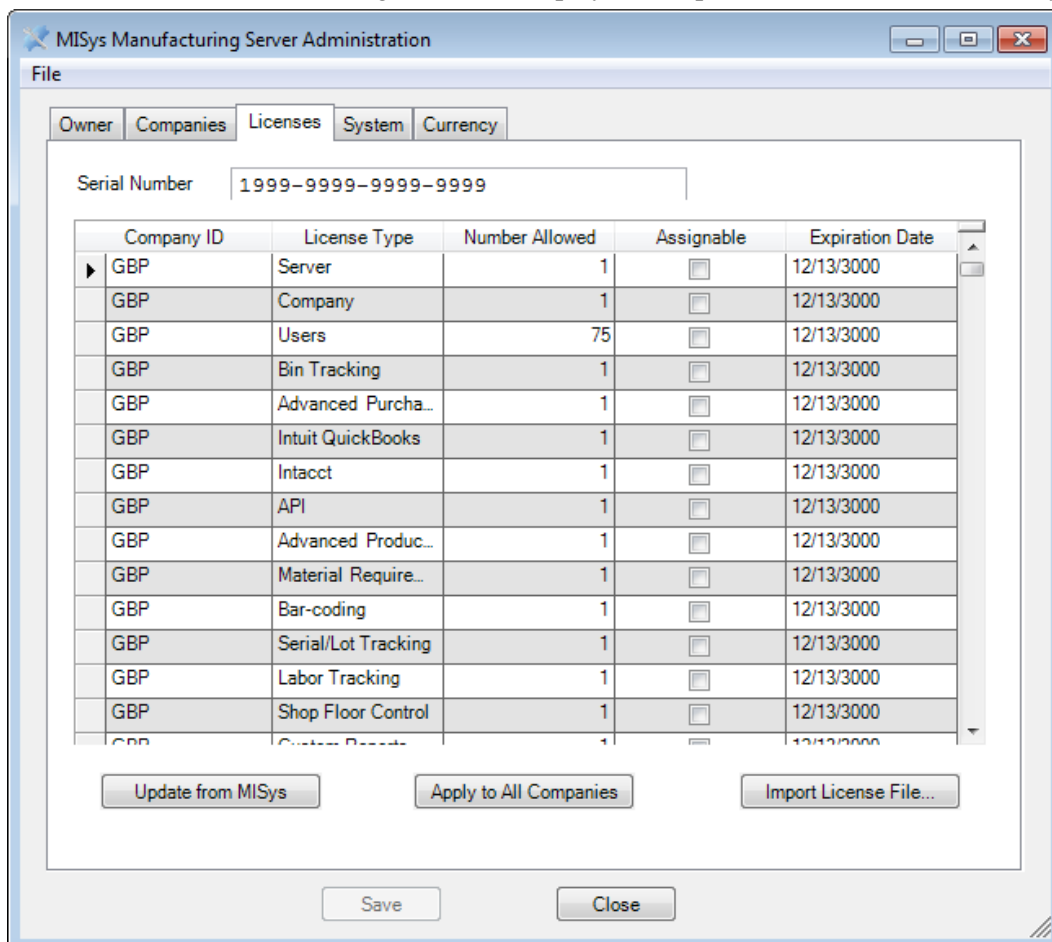
Update from MISys Apply to All Companies Import License File...

Save Close

Click the **Update from MISys** button. When you do, the following message will appear:



Click **OK** to confirm the message. This tab displays the expiration date for each module you have licensed.



If you see any problems with your module licenses and their expiration dates, contact MISys Customer Service at (802) 457-4600 or email customerservice@misysinc.com because the module will stop functioning on the Expiration Date.

Create an Empty Company Database

After you have entered your Serial Number and activated your module licenses, you are ready to create a live database for your company.

From the Windows desktop, double-click the MISys Server Administration icon. The following window will appear:



Enter the password you obtained from MISys Customer Service and click the **Log In** button. A Server Administration window similar to the following will open:

The screenshot shows the 'MISys SBM Server Administration' window with the 'Owner' tab selected. The window contains a 'File' menu and a series of tabs: 'Owner', 'Companies', 'Licenses', 'System', and 'Currency'. The 'Owner' tab displays a form with the following fields:

- Company Name: MISys Inc. - Live Company Data
- Address: 4 Maxham Meadow Way, Suite 2G, P.O. Box 795
- City: Woodstock
- State/Province: Vermont
- Zip/Postal: 05091
- Country: United States of America
- Telephone:
- Fax: 8024574602
- Web Site: www.misysinc.com
- Info Center URL:
- Product(s): Manufacturing software
- Contact Name: James Hubert
- Contact Email: sales@misysinc.com

At the bottom of the form is an 'Activate...' button. Below the form are 'Save' and 'Close' buttons.

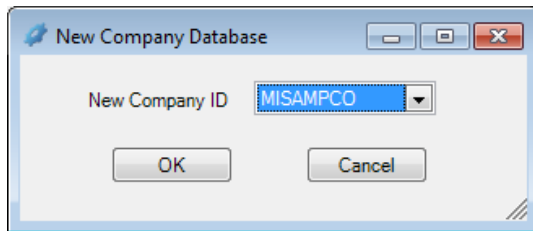
Click the **Companies** tab which will open similar to as follows:

The screenshot shows the 'MISys Manufacturing Server Administration' window with the 'Companies' tab selected. The window contains a 'File' menu and a series of tabs: 'Owner', 'Companies', 'Licenses', 'System', and 'Currency'. The 'Companies' tab displays a table with the following data:

Company ID	Company Name	Users Logged In	Database Size (kbytes)	Last Backup Date
MISAMPCD	Sample Company I		8,896	

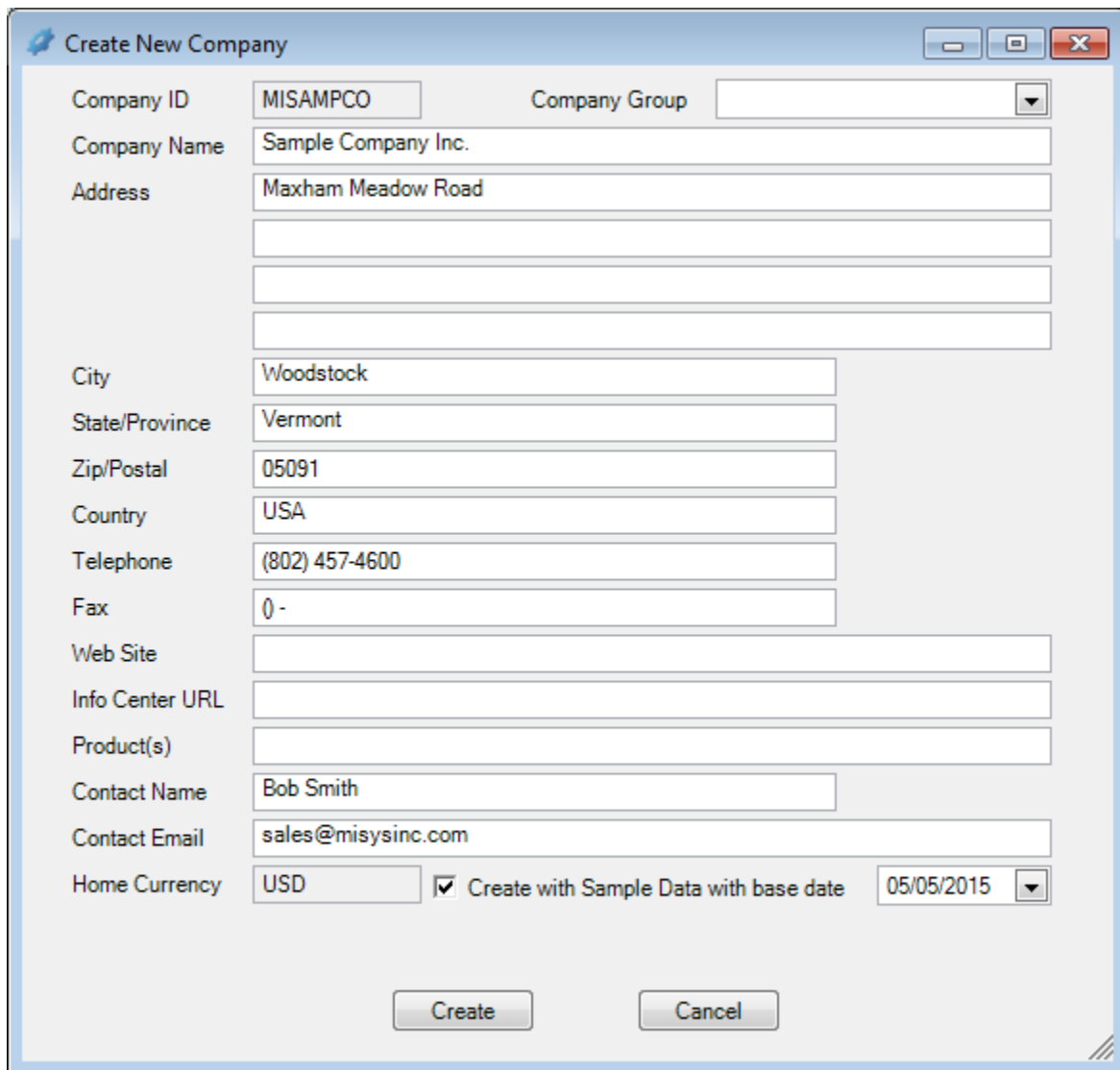
Below the table are several buttons: 'New...', 'Delete', 'Refresh', 'Convert Database...', 'Backup', 'Restore', 'Reset User...', 'Migrate Databases', 'Backup As...', and 'Restore From...'. At the bottom of the window are 'Save' and 'Close' buttons.

To create a new company database, click the **New** button and the following dialog will appear:



If you don't see your assigned Database ID listed, navigate to the **Licenses** tab and click the **Update from MISys** button.

Select your Company ID and a window similar to the following will open:

A larger dialog box titled "Create New Company". It contains various input fields for company information. The "Company ID" field is set to "MISAMPCO" and "Company Group" is empty. "Company Name" is "Sample Company Inc.", "Address" is "Maxham Meadow Road", "City" is "Woodstock", "State/Province" is "Vermont", "Zip/Postal" is "05091", "Country" is "USA", "Telephone" is "(802) 457-4600", "Fax" is "0 -", "Web Site" is empty, "Info Center URL" is empty, "Product(s)" is empty, "Contact Name" is "Bob Smith", "Contact Email" is "sales@misysinc.com", and "Home Currency" is "USD". There is a checkbox labeled "Create with Sample Data with base date" which is checked, and a date field set to "05/05/2015". At the bottom are "Create" and "Cancel" buttons.

Fill in your company name, address, and contact information as completely as possible. This time **DO NOT** check the box labeled "Create with Sample Data." Just click the **Create** button.



The Company Group field is normally blank. It is only used if the MISys Manufacturing Server you are connecting to is provided by a Hosting Service instead of an installation on your own company's network. Consult your network administrator if using a hosting provider and they will provide the correct group name to enter for the Company Group field.

When the dialog appears advising you that your company database has been created successfully, click **OK** then close the MISys Server Administration window and return to the Windows desktop.

You are ready to launch the MISys Client application and log in to your new company database.



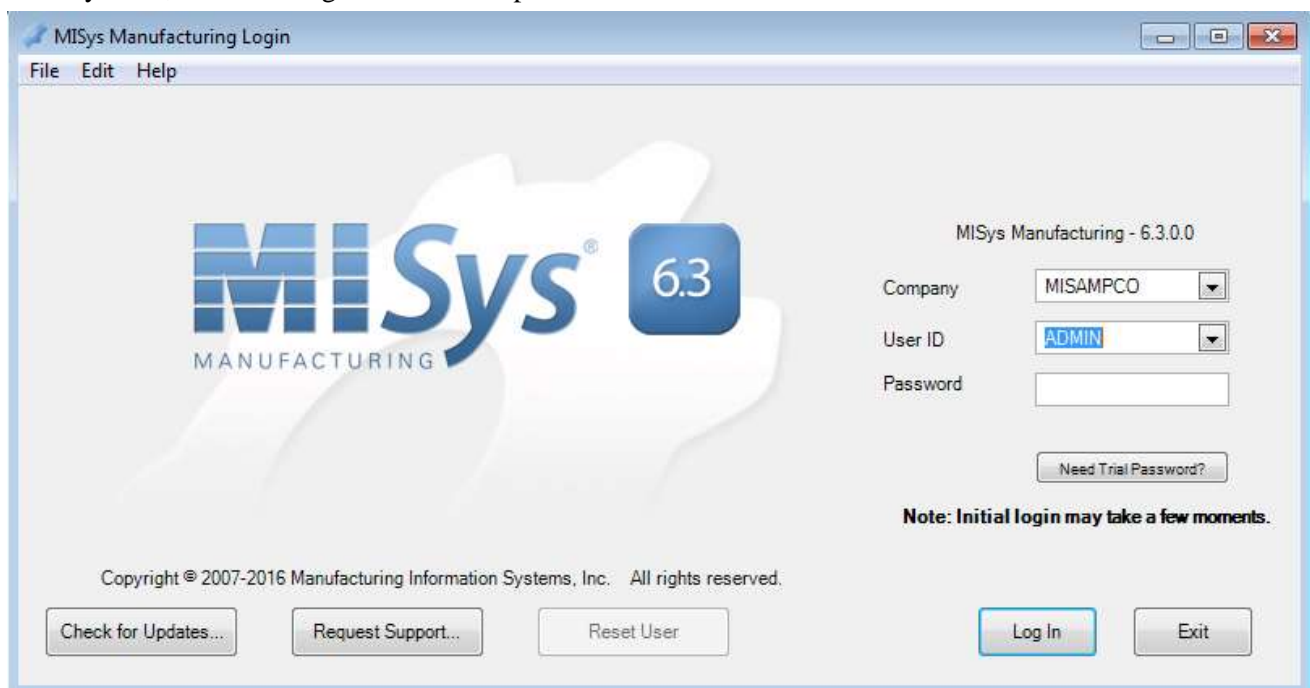
If you change the password to the MISys Client application, or the MISys Server Administration application, be **VERY CAREFUL** to record the new passwords somewhere they cannot be lost. If you lose your passwords, MISys, Inc. cannot replace them. Caveat emptor!

Congratulations!

You have successfully set up your company database for use with the MISys Manufacturing System.

Close the MISys Server Administration Console.

Start the MISys Manufacturing System by double-clicking the Windows desktop icon labeled **MISys Client**. When you do, the following window will open:



Type the ID of the Company Database just created and select the User ID **ADMIN**.



After your first login, you will not have to type your Company ID each time. Just click to select the desired company.

Enter the password you obtained from MISys Customer Service and click the **Log In** button.

If you did not receive a trial password, click the button labeled **Need Trial Password?** Fill out and submit the online registration form. The required password will be sent to you by return email.



When entering your password, make sure you do not inadvertently have the CAPS LOCK key engaged.



Once you have registered your trial copy of MISys Manufacturing, the **Need Trial Password** button will no longer appear. If you forget your trial password, please contact MISys Customer Support at (802) 457-4600.

Migrating a MISys Company Database

Migrating a company database from one computer (the source) to another computer (the target) requires that you have two separate licensed installations of MISys Manufacturing.



The migration may take place from a computer running a Dealer Demo (NFR) copy of MISys Manufacturing to a computer running an End-user copy of MISys Manufacturing. It is not possible to migrate data to or from a computer running a Trial copy of MISys Manufacturing.

Source Computer

From the Windows desktop on the source computer, double-click the **MISys Server Admin** icon. Enter the password you obtained from MISys Customer Service and click the **Log In** button.

Click the **Companies** tab then click to select the company database you wish to migrate.

Click the **Backup As** button and specify an appropriate target folder (such as a CD/DVD drive). This will back up the selected company database to the media on the specified device.

When the backup is complete, close the MISys Server Administration application and transport the backup media to the target computer.

Target Computer

From the Windows desktop on the target computer, double-click the **MISys Server Admin** icon. Enter the password you obtained from MISys Customer Service and click the **Log In** button.

Click the **Companies** tab then click to select the company database to which you wish to migrate the data.

Click the **Restore From** button and specify the device and folder where the backup is mounted.

When the restore is complete, close the MISys Server Administration application and start the MISys Client application.

Log in to the company to which you have just restored the migrated data and click on Administration.

Click on **Housekeeping** then **Data Integrity**. Run the data integrity test with the **Fix Minor Errors** option enabled to ensure that no data corruption occurred in the migration process.

End-user License Agreement

IMPORTANT — READ CAREFULLY: This End-User License Agreement (“EULA”) is a legal agreement between You (“You” and “Your” includes a person and/or an individual entity) and Manufacturing Information Systems, Inc., its subsidiaries and affiliates (collectively “MISYS”) concerning specified software products(s) (hereinafter referred to as “SOFTWARE PRODUCT” or “SOFTWARE”). The SOFTWARE PRODUCT includes computer software with object code component parts, all other component parts, the associated media, any printed materials, any updates, and any “online” or electronic documentation, as applicable.

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1. c. Single Database. Your license of this Software authorizes You to create and maintain one set of data files comprising the Software Database regardless of where that database is physically located. You may create copies of the Database for backup or archival purposes only.

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1. f. License Fees. Your use of this Software requires the payment of an initial license fee and an annual maintenance fee. If You fail to make these payments when due, your license will lapse and your software will cease to function.

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6. c. Indemnification. You agree to defend, indemnify and hold harmless MISYS and its directors, officers, employees, affiliates, and agents from and against all claims, defense costs (including reasonable expert and attorneys' fees), judgments and other expenses arising out of or on account of any negligent act, omission, or willful misconduct by You or on Your behalf in the performance of this Agreement.

6. d. Data. YOU ACKNOWLEDGE THAT ANY DATA ENTRY, CONVERSION OR STORAGE IS SUBJECT TO THE LIKELIHOOD OF HUMAN AND MACHINE ERRORS, MALICIOUS MANIPULATION, OMISSIONS, DELAYS, AND LOSSES, INCLUDING, BUT NOT LIMITED TO, INADVERTENT LOSS OF DATA OR DAMAGE TO MEDIA THAT MAY RESULT IN LOSS OR DAMAGE TO YOU AND/OR YOUR PROPERTY, AND/OR YOUR DETRIMENTAL RELIANCE ON MALICIOUSLY MANIPULATED DATA. MISYS SHALL NOT BE LIABLE

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10. Severability. If any provision of this license is held to be unenforceable, the enforceability of the remaining provisions shall in no way be affected or impaired thereby.

11. United States Government. The Software and accompanying Documentation are deemed to be "commercial computer software" and "commercial computer software documentation," respectively, pursuant to DFAR Section 227.7202 and FAR Section 12.212, as applicable. Any use, modification, reproduction, release, performance, display or disclosure of the Software and accompanying Documentation by the United States Government shall be governed solely by the terms of this EULA and shall be prohibited except to the extent expressly permitted by the terms of this EULA.

12. High Risk Activities. The Software is not fault-tolerant and is not designed or intended for use in hazardous environments requiring fail-safe performance, including without limitation, in the operation of nuclear facilities, aircraft navigation or communication systems, air traffic control, weapons systems, direct life-support machines, or any other application in which the failure of the Software could lead directly to death, personal injury, or severe physical or property damage (collectively, "High Risk Activities"). MISYS expressly disclaims any express or implied warranty of fitness for High Risk Activities.

13. Confidentiality. You agree that (a) the Software, including, but not limited to, all source and object code components, screen shots and displays, graphical user interfaces, algorithms, formulae, data structures, scripts, application programming interfaces and protocols, and the Documentation (collectively the "Confidential Information") are trade secrets of MISYS and are owned by MISYS. You agree to retain all Confidential Information in strict confidence at least with the same amount of diligence that You exercise in preserving the secrecy of Your most-valuable information, but in no event less than reasonable diligence, (b) You will only disclose Confidential Information to Your employees and agents to the extent required to use the Software under the terms of this EULA and not to disclose or disseminate the Confidential Information to any third party without the prior written consent of MISYS, © You will use the Confidential Information solely for Your benefit as provided for herein and not to allow any third party to benefit from the Confidential Information, and (d) You will bind Your employees and agents, by terms no less restrictive than those set forth herein, to maintain the confidentiality of such Information, and not use or disclose such information except as permitted under this EULA. Notwithstanding the disclosure of any Confidential Information for any

reason, such Confidential Information shall continue to be owned by MISYS. Nothing contained herein shall be deemed to prevent You from disclosing or disseminating Your data, in any format or any report, to whomever You so choose. Notwithstanding anything else to the contrary in this Section 13, and only with respect to Demonstration Product, You are permitted to use the Demonstration Product to demonstrate and promote the functionality and benefits of the Product.

14. Miscellaneous. This Agreement is governed by the laws of the United States and the State of Vermont, without reference to conflicts of law principles. In the event of a dispute or legal action between the parties, they agree to waive any objections to personal jurisdiction, and agree to service of process and venue in the Federal District Court for Vermont or the Vermont Superior Court of Windsor County. The application of the United Nations Convention of Contracts for the International Sale of Goods is expressly excluded. This Agreement sets forth all rights for the user of the Software and is the entire agreement between the parties. This Agreement supersedes any other communications with respect to the Software and Documentation. This Agreement may not be modified except by a written addendum issued by a duly authorized representative of MISYS. No provision hereof shall be deemed waived unless such waiver shall be in writing and signed by MISYS or a duly authorized representative of MISYS. You hereby acknowledge a breach of this Agreement would cause irreparable harm and significant injury to MISYS that may be difficult to ascertain and that a remedy at law would be inadequate. You agree that MISYS shall have the right to seek and obtain immediate injunctive relief to enforce the obligations under the Agreement in addition to any other rights and remedies it may have. If any provision of this Agreement is held invalid, the remainder of this Agreement shall continue in full force and effect. If Licensee has received a translation into another language, it has been provided for Licensee's convenience only.

15. MISYS Customer Contact. If You have any questions concerning these terms and conditions, or if You would like to contact MISYS for any other reason, please call (802) 457-4600, or write to us at:

Manufacturing Information Systems, Inc., 217-4 Maxham Meadow Way, Woodstock, VT 05091 USA.

You may also reach us at www.misysinc.com.