



## **Networking Church Windows 2006/2007 on Windows XP**

- Note that when we refer to the Server computer in this document, we are referring to the main computer where Church Windows is installed.
- The Workstation computers are the ones that simply connect to the Server across your network.
- Please be aware that wireless network connections may not work consistently enough for Church Windows to function properly.

### **Step One: Install Church Windows on the Server or Host computer.**

When you install Church Windows for the first time, determine which computer on your network will have the main install of Church Windows. Run a New install on that computer.

### **Step Two: Share the Church Windows directory on the Server computer.**

Have your network administrator or computer technician share the Church Windows directory with Full Access to everyone on your network.

### **Step Three: Enable networking on the Server or Host computer.**

Call our support line at (800) 533-5227 so that one of our support technicians can help you enable networking on the server.

### **Step Four: Map a network drive to the Church Windows directory on the Server.**

- On each on the Workstation computers, click Start, right-click My Computer, then left-click on Map Network Drive.
- To the right of the Folder field, click on the Browse button.
- Expand your network view by clicking on the plus sign next to its name.
- Find the name of the Server computer and click on the plus next to that name.
- Left-click on the Church Windows shared folder and Click OK.
- Make sure there is a check in the Reconnect at Logon.
- Click Finish.
- The folder containing the Church Windows program will open. You may close this window using the X in the upper-right corner.

### **Step Five: Install Church Windows on the Workstation computer.**

Run a Workstation installation on the Workstation computer. During the install you will receive a prompt asking you if the install program should create a network shortcut for Church Windows. It may find more than one installation of Church Windows on the Server; make sure you select the correct directory.

That is all you need to do! If you experience any difficulties or have any questions, you may call our support line at (800) 533-5227, or email us at [support@churchwindows.com](mailto:support@churchwindows.com).