



HOW TO: Set Up a Shared Network Folder For Multiple Users of AdStudio on the Same Network



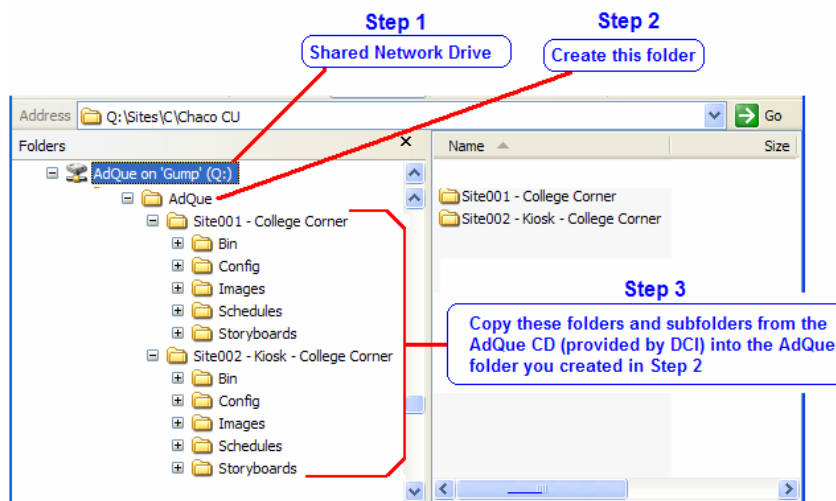
Description:

This document addresses the creation of a network share for users who want to use a shared network location to manage one or more AdQue Systems. Common scenarios include having AdStudio installed on more than one computer within an organization, and wanting the AdQue files located where they will be backed up.

Procedure:

1. Create a folder on the network for storage of all AdQue subfolders. Share this folder, add the appropriate users, and give them either **Full Control** or **Modify** permissions.
2. Create a folder named **AdQue** within the shared folder.
3. Copy all AdQue site folders and subfolders from the supplied CD into the **AdQue** folder. See the image below for an example.

Adding a shared network folder for multiple users of AdStudio.



4. Right-click the AdQue folder, select **Properties**, and clear the **Read-Only** attribute if it is checked. Click **Apply**, then click **OK** to apply changes to this folder, subfolders, and files.
5. On each computer that will have AdStudio, create a mapped drive to the parent AdQue folder that was created in steps 1 and 2.
6. Install AdStudio from the AdStudio folder on the AdQue CD. Full installation instructions are available in a separate HOW TO document and in the AdStudio manual. Below is a quick sketch of the process.
 - a. Run the **AdStudio Install.exe** program and follow the instructions. Accept the default file locations. You may receive an error message that MDAC 2.8 is incompatible - ignore this message and click **Cancel**. The installation program will also install Flash version 8 and Microsoft .NET version 2 if these programs are not already present.
 - b. If Flash8 or .NET 2.0 are already on the computer, then you will be asked if you want to repair or uninstall them. Click **Cancel** and continue with the installation of AdStudio.
7. Run AdStudio from **Start > All Programs > AdQue**. The first time you run AdStudio, you will receive a small message box that lists your computer's MAC address and a date, with a box where you will enter your license key. Call Data Concepts at 1-877-246-7587 to get this number.
8. After the registration key is accepted, AdStudio will tell you that it cannot locate a profile and ask if you want one created. Accept the default values.
9. To use a network profile, start AdStudio. The **Select a Profile** window opens on top of AdStudio. Click the **New** button. In the **Create a New Profile** window, type the name of the site, then click the box to the far right of **Profile Root** and browse to the "parent" folder of the site, such as **Site001 - College Corner** in the example above. Ensure that the value in **Head Count** matches the number of displays at that site. If you plan to use the **Publish to Sites** feature, enter the additional information for ClientID, SiteID, and Username and Password, then click **OK**. (Username and Password are the same as used to gain access to the secure part of www.adque.org.)
10. Repeat the process for additional sites
11. Select a site in the **Select a Profile** drop-down menu, then click **OK** to begin using the profile.