

PastPerfect Network Installation on Client-Server or Peer-to-Peer Network

Please note that PastPerfect requires a network throughput speed of 100 Mbps. It is not recommended to run PastPerfect on a wireless network.

In general, each workstation has the PastPerfect program installed locally (c:\pp4), and all workstations are pointed to the server/main computer for the data, images and multimedia. All users need to have full permissions within Windows - read/write/create/delete access - to the pp4 folder (and its contents) on the server, as well as full access to the local pp4 folder at each workstation. All workstations need to belong to the same network workgroup so they can “see” each other and the server across the network.

If you need further assistance or have questions, please call our support office at 800-562-6080.

Step by Step instructions (if you intend to install PastPerfect on the main/server):

1. Start by installing PastPerfect on the main/server computer, choosing the “Single Computer” option. Install the program to the default folder on the hard drive, usually c:\pp4. If you do not want to install the program on the server (or cannot, such as on Novell servers), please follow the alternate directions below. Do not install PastPerfect into a folder with a space in the name, such as “Program Files”.
2. Open PastPerfect on the main/server and install any add-on features (Networking, Multimedia...) from the Upgrade Installation CD. Then close PastPerfect.
3. Share the c:\pp4 folder, giving all PastPerfect users full read/write/create/delete access.
4. Use the same installation CD to install at each workstation computer. Install the program to the default folder on the hard drive, usually c:\pp4. Choose the “Network Workstation” option.
5. Open PastPerfect on each workstation. When it opens for the first time it will need to be directed to the data, images, and multimedia folders on the main/server computer. You can map a drive to the main/server computer, such as the P drive. If P= pp4 on ‘servername’, then the paths would be p:\data\, p:\images\ and p:\multimedia\. Or you can use the “full” or UNC path, IF there are no spaces in the name of the server, such as [\\servername\pp4\data\](#), [\\servername\pp4\images\](#) and [\\servername\pp4\multimedia\](#).
6. Once those paths are entered, the program should open without problems.
7. You can easily test PastPerfect to make sure it is setup correctly. At any one computer (workstation or main/server computer) enter a test record. Then go to each workstation and make sure each can see and make changes to that record.

Step by Step instructions (if you are NOT going to install PastPerfect on the main/server):

1. Start by installing PastPerfect on the first workstation computer, choosing the “Single Computer” option. Install the program to the default folder on the hard drive, usually c:\pp4. If you do not want to install the program on the server (or cannot, such as on Novell servers), please follow the alternate directions below. Do not install PastPerfect into a folder with a space in the name, such as “Program Files”.
2. Open PastPerfect on the main/server and install any add-on features (Networking, Multimedia...) from the Upgrade Installation CD. Then close PastPerfect.
3. Create a PP4 folder on the server. Share it so that all PastPerfect users have full read/write/create/delete access.
4. At the first workstation where you installed the PastPerfect program, copy the c:\pp4\data, images and multimedia folders into the pp4 folder on the server.
5. Open PastPerfect on the first workstation again. Click on Setup on the main menu, then click Network to redirect this workstation to the data, images and multimedia folders on the main/server computer. You can map a drive to the main/server computer, such as the P drive. If P= pp4 on ‘servername’, then the paths would be p:\data\, p:\images\ and p:\multimedia\. Or you can use the “full” or UNC path, IF there are no spaces in the name of the server, such as [\\servername\pp4\data\](#), [\\servername\pp4\images\](#) and [\\servername\pp4\multimedia\](#).
6. Once those paths are entered, click Exit. If the paths are valid, you will get a message that you have changed paths and that you must close the program and re-open it. The next time it opens it will use the new paths. Close PastPerfect and re-open it to use the new paths.
7. Use the same installation CD to install at each workstation computer. Install the program to the default folder on the hard drive, usually c:\pp4. Choose the “Network Workstation” option.
8. Open PastPerfect on each workstation. When it opens for the first time it will need to be directed to the data, images, and multimedia folders on the main/server computer. You can map a drive to the main/server computer, such as the P drive. If P= pp4 on ‘servername’, then the paths would be p:\data\, p:\images\ and p:\multimedia\. Or you can use the “full” or UNC path, IF there are no spaces in the name of the server, such as [\\servername\pp4\data\](#), [\\servername\pp4\images\](#) and [\\servername\pp4\multimedia\](#).
9. Once those paths are entered, the program should open without problems.
10. You can easily test PastPerfect to make sure it is setup correctly. At any one computer (workstation or main/server computer) enter a test record. Then go to each workstation and make sure each can see and make changes to that record.