Installing Business Plus for Multiple Users

A step-by-step guide

Step 1 – Install Business Plus

Install Business Plus as usual.

If you have Actinic on a CD, then to install Actinic onto your PC you need to:

1. Place the Actinic Installation CD in your CD drive.

2. It should automatically run. If it does not, you will need to:

   o Click the 'Start' button in Windows taskbar and go to 'Run'

   o Click 'Browse' and then go to 'D:' (where D: is your CD drive)

3. Select 'setup.exe' and double click

If you have downloaded Actinic from the Internet, then you need to extract the downloaded files to a temporary location and run 'setup.exe'.

Once installed, start Actinic.

When you are prompted to enter a license key, enter your **'Business Plus'** key (not your 'Business Plus User' key).
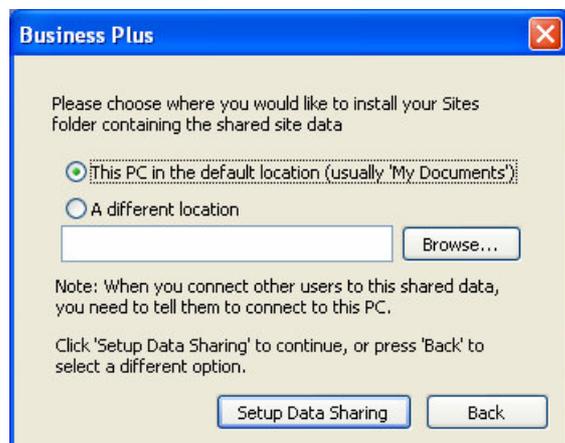
You'll see the following screen.
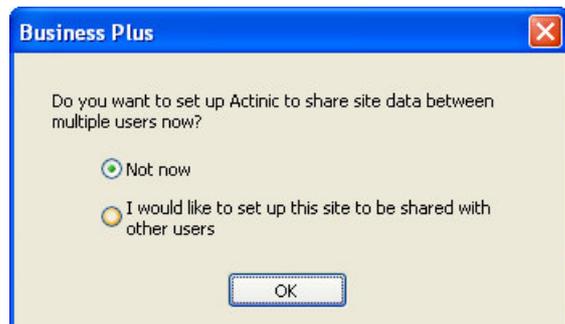
Select **'I would like to set up this site to be shared with other users'** to set up this site to be shared on your network.

Step 2 - Create a shared Actinic site

You will then see the following screen:

This gives you the option to move your site folder (containing all your site data) onto a different PC. This is a good idea if the different PC is a shared PC designed to

perform well on a network. Click 'Browse' to select the new folder and then click 'Setup Data Sharing' to continue.

If you don't do this, the site data will just stay on your current PC. Whatever directory the files are installed on, you will need to make sure it's 'shared' using Windows in order for other people to be able to connect to it.

The 'synchronisation server' (which actually does all the work of sharing the data) will be installed on your current PC, and will run as a service.

Step 3 – Log in and create users

You will now be able to log into your site as an administrator. The default username and password are:

Username: **Administrator**

Password: **Administrator**

Extra users can be created via the 'Settings | Users' menu. Make sure you create at least one new user, as you will need these details to log into Business Plus User.

Step 4 - Connect Business Plus User to your shared data

Install Actinic v9 on a second PC.

After installation, when prompted to enter a license key, enter a 'Business Plus User' license key.

You will then see the following screen.
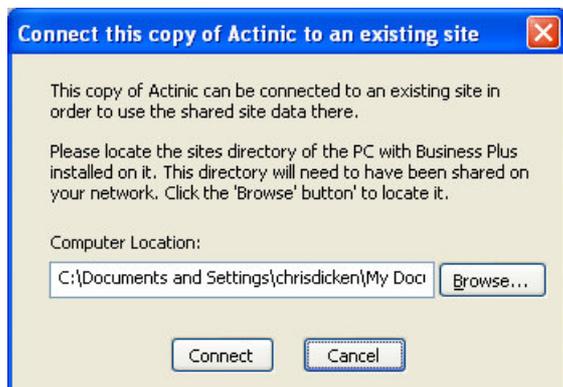
You need to locate the folder on your network that contains the site folder that was created when Business Plus was first installed. Click the 'Browse' button to find it. When you've found it, click connect.

Enter a username and password to log in.

Troubleshooting

Shared Site Data

If you choose to keep your site data on your Business Plus PC, make sure the directory it's installed in is shared using Windows.

Right-click on the folder in Windows and select 'Sharing and Security'. You can then select 'Share this folder'.

Firewalls

If you have trouble connecting to the shared system, it could be that the firewall on the Business Plus PC is blocking the connection. You need to edit the firewall settings on the PC to open port 4372 – which is the port that the synchronisation server uses to communicate.

Dynamic IP Addresses

If the IP address of your Business Plus PC changes from time to time, then this will cause your Business Plus User PCs to lose connection.

You can use a computer name instead of an IP address by going to 'Settings | Synchronisation Server' and de-selecting 'Use IP address for Notifications'.

Licensing Additional Sites

There is a known problem in 9.0.0 that means you cannot license and activate additional sites from a Business Plus User PC. You can only do this from the Business Plus machine.

This will be rectified in the next maintenance release.