

Moving Your WorkCenter Software to a New Computer

During the course of your ownership of our WorkCenter CRM software, you may encounter the need to move your software to a new computer. To facilitate this move and assist you in registering your WorkCenter CRM software on the new computer, please follow these instructions:

1. Open your existing WorkCenter and backup your database. Click on TOOLS, DATABASE and then select "BACKUP".
2. Click on "HELP and then "UNREGISTER".
3. Close your copy of WorkCenter and then re-open WorkCenter. At this point, you should get a message telling you that you are using a temporary license limited to 100 contacts.
4. This message will confirm your un-registration process has been completed satisfactorily.
5. Download a new copy of WorkCenter on your new computer. You can find the download by going to www.vForms.com or www.WorkCenterCRM.com
6. When you have completed the download, follow the instructions on "Registering Your Copy of WorkCenter CRM Software" video or see the Quick Start Guide for step by step instructions.

Once you have installed and registered this new copy of WorkCenter, you will need to access your old database with this new copy. If you have placed your database on a network drive, click on FILE and then OPEN. Locate your WorkCenter.mdb file using the drop down menu. You may need to copy your WorkCenter.mdb file from your C:\Program Files\WorkCenter folder if you have elected the default settings. Copy this database into a selected directory for use with your copy of WorkCenter on your new computer.