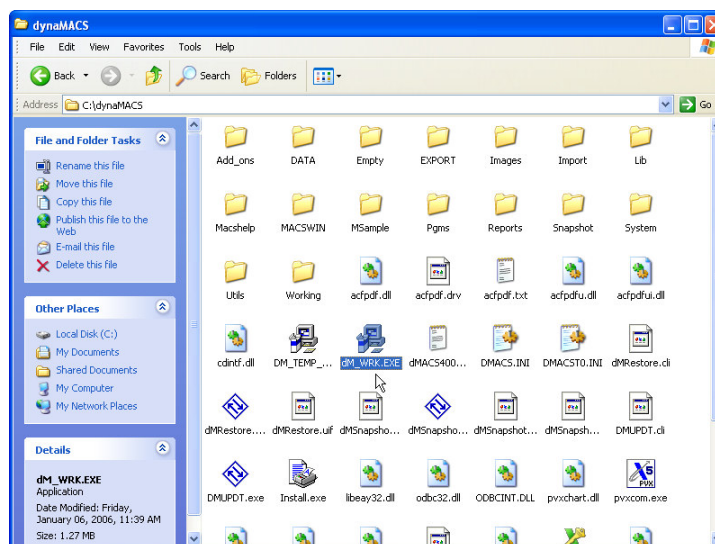## Configure Workstation

This step sets up the dynaMACS icon on your workstation computer. This can be done one of two ways:

If you have the dynaMACS CD, insert the dynaMACS CD in your CD-Rom drive and wait 30 seconds for the program to begin automatically. Select "Configure Workstation" as shown below.

OR

Alternatively, Go to My Computer, locate the drive and open folder where dynaMACS is installed. Double click on **dM_WRK.EXE** located in the dynaMACS folder.
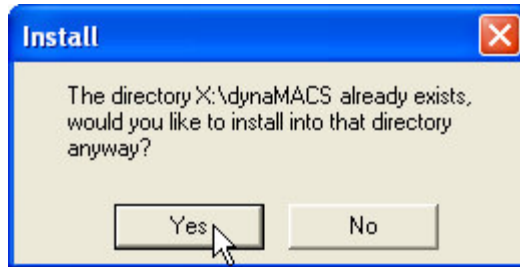
Next, you will see:

Click **Next**.You will see:

Note: This example shows the default location, X:\dynaMACS.

If you selected a different location earlier, that same location should be shown here. If not, click on the Browse button and select the drive and directory where you installed the dynaMACS software.

Next you will see:

Click **Yes**.

You will see:

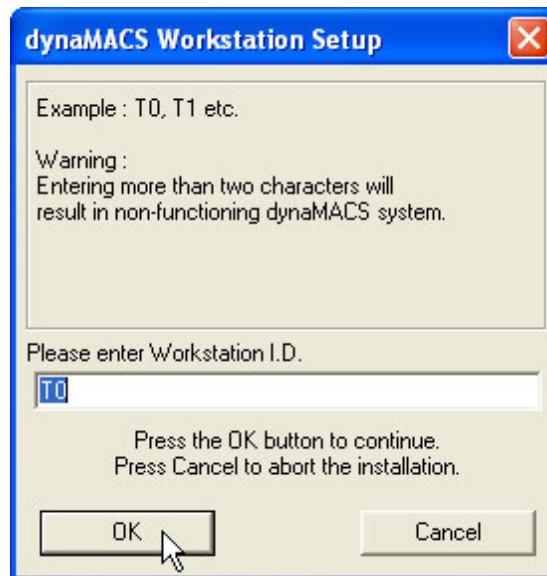Click **Next**. You will see:

Click **Next**.

Assign a unique 2-character Workstation ID to each computer workstation that will access dynaMACS. Below is a chart to help you track the Workstation ID assigned to each computer in your office.

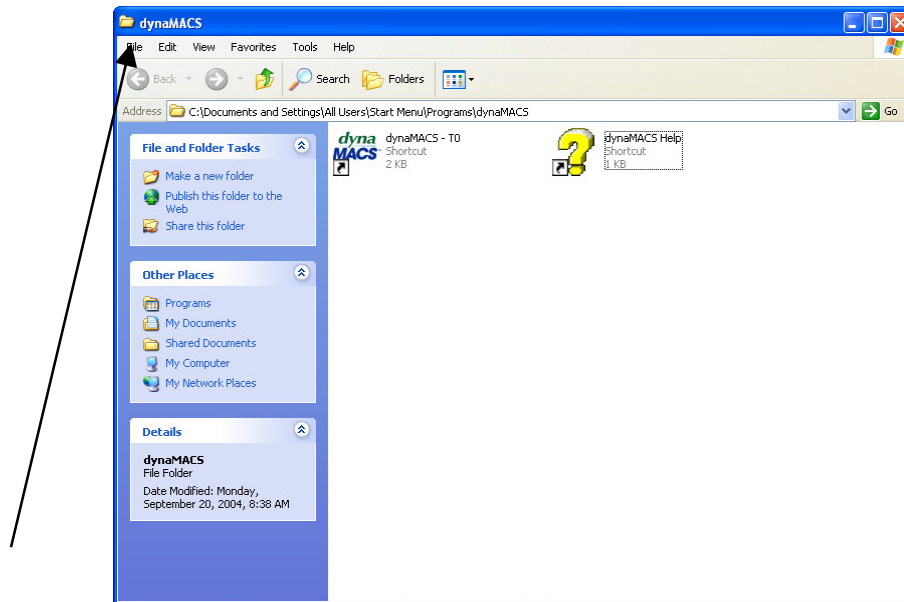| 2-character ID	Workstation assigned that ID (Examples: Administration, Marketing, Sales)
T0	
T1	
T2	
T3	
T4	

Enter a unique 2-character code to identify each work station and select **OK**.

Warning: Using the same Terminal ID on more than one computer or entering more than two characters will result in errors.

Click **Finish**. You will see the *dynaMACS* program group Window:

Select <u>F</u>ile, <u>C</u>lose to exit the Window and any other remaining Windows.