

TWENTY PASTORAL TASKS

Quick Installation and User Guide

This guide helps the user install the program and begin using the program.

Installation

- ✓ Download and save the program (20PA.exe) from www.manygifts.org/20pastoralareas.
- ✓ Close all open programs.
- ✓ Run 20PA.exe to start the installation program.
- ✓ Follow the prompts on the installation program. Unless you already have directories with the same names used by this program, accept the default directory that is c:\twentypastoralareas. The installation program creates directories and adds program and data files.
- ✓ It also runs another installation program for *Paradox 10 Runtime* that is essential to the operation of the program. Accept the defaults for this installation as well. (In the unlikely event that you already have *Paradox 10 Runtime* installed on your computer, you can cancel the installation of *Paradox 10 Runtime* if prompted for *Paradox 10 Runtime Application Maintenance--Cancel*, then *Exit Setup*, and then *OK*. Or better yet, download the smaller 20PANoPara.exe file that does not include the *Runtime* program.)

Starting the Program after Installation

The installation program installs an icon on your desktop and a *Twenty Pastoral Areas* option in your start menu. Use the icon or the start menu to open the program.

Learning about *Twenty Pastoral Areas*

The easiest way to learn about the program is to view videos or other help documents on the web site.

You can also start the program and look at the *Help* files by pressing *F1*. If you select the *Contents* option, you can look more systematically at the program help.

Take a look at each tab on the opening form. The program comes with sample data so that you can try out various reports or test the entry of additional sample data.

Updating Software

Improvements or bug-fixes may be made from time to time. The program can be updated by downloading a zip file from the web site. Then use the update procedure through the *File>Update* menu of the main form.

Contact info@manygifts.org for assistance, to report problems or to offer suggestions.