
This document describes the installation procedure of Sprinter 2000.
If you have questions do not hesitate to contact us at support@sprinter2000.com or +31-165-565667.

1. Download or CD-Rom

You can receive a copy of Sprinter 2000 by downloading the software from our website www.sprinter2000.com or you can receive a copy on cd-rom.

2. Location for Sprinter 2000

Before you start the installation, you first have to determine where you want to store the Sprinter 2000 software and database.

If you are planning to use this software as single you can store it in the C:\Spr2000 directory.

When you want to use this software with more users then you need to install the software in a shared directory, which can be accessed by all the users. In most cases this will be F:\Spr2000.

Check with your computer administrator what the best location is for Sprinter 2000.

3. Installation of Sprinter 2000 from the internet

Make sure you have Administrator rights in Windows. If not, log in as Administrator and continue this installation.

Download the software from the website www.sprinter2000.com and start it directly (by choosing open instead of save as...).

When the download is finished, the installation program will start, click on the **Setup** button. After a few seconds a new screen appears, click again on the **Install** button. The installation program will ask you where you want to install the software. Fill in the location which you have decided above (point 2). When the installation has completed click on the **Close** button.

4. Installation of Sprinter 2000 from the cd-rom

Make sure you have Administrator rights on Windows. If not, login as Administrator and continue this installation.

Place the cd-rom in the cd-rom drive of your computer. The installation program will automatically start. (If not, click on Start and on Run. Type X:\Runmenu.exe and click on **OK**. The X: must be replaced with the drive letter which represents the cd-rom drive).

When the installation program has started click on the **Install** button. After a few seconds a new screen appears, click again on the **Install** button. The installation program will ask you where you want to install the software. Fill in the location which you have decided above (point 2). When the installation has completed click on the **Close** button.

5. First time login

After the software is installed you will see a Sprinter 2000 icon on your desktop. When you click on this icon the Sprinter 2000 will start. Because it is the first time you start the software it will create all necessary databases. This may take a while. When it is done, you can login. Use the user id **ADM** and the password **SYSTEM** to login. The system will ask if the Setup procedure must start. Click on Yes.

6. Setup Procedure – License code

If you have a license code, click on Yes and fill in the license code. Make sure you fill it in exactly the same as you received it.

If you do not have a license code, choose No. A license code for demo use is then automatically generated.

7. Setup Procedure – Company Details

On the next screen you can fill in your company details. Fill in all the fields. Do not enable the *FaxSprinter (DOS version)* option, unless indicated otherwise. This FaxSprinter for DOS software is different then the FaxSprinter for Windows.

If you have a license for the EDI module, you have to create a mail account for receiving the EDI messages and you have to fill in the information in the EDI box. Enable the *Use Email* option. If you know your SMTP server (outgoing mailserv) un-tick the Use MAPI Email option and fill in the *SMTP Server Address* and *SMTP Server Port* (default: 25).

You can always click on the **Help** button to receive more information about the fields you can fill in.

When done click on **OK**.

8. Setup Procedure – Create Supervisor Account

Fill in these fields for the Supervisor user. This user can do everything in Sprinter 2000.

The User ID must contain two or three characters. You can use your initials for it.

9. Setup Procedure – Finished

The main setup procedure is done. When required you can read some more information in the help system.

10. User Maintenance

To create new users or adjust users you can use the option System->User Maintenance. This option is only available when you are a Supervisor and you have a non-demo license. Make sure that every user has at least one privilege selected.

11. Ledger Table

You can create invoices in Sprinter 2000. Sprinter 2000 uses for this 12 fixed invoice lines and 3 various invoice lines per service (Import or Export). For every invoice line there is also a ledger account number, this account number will be used when you convert your sales and purchase invoices to your accounting system.

With the option System->Ledger you can change the descriptions and account number for each invoice line.

12. Currencies

Especially when your own (base) currency is not the Euro, you have to create your currency in the currency table and adjust the rate for the euro. You may also create other currencies you need.

To do this go to option System->Currency. To add a currency click on the Add button and fill in the currency code and exchange rate.

The exchange rate is the value of this currency in your own (base) currency.

Example: if your base currency is EUR. And you create the currency GBP. Then the rate could be 1.62. Meaning 1.00 GBP is equal to 1.62 EUR.

13. Documents

The various documents produced by Sprinter 2000 can be printed on different printers. So you can have printers available for specific reports and documents.

To assign printers to documents you go to System->Document Settings.

By default all documents and reports will be printed on your default windows printer.

14. Sales Invoices

Sales invoice can be printed on a deskjet/laserjet printer (Graphic invoice) or on a dot-matrix printer (Character based document). By default the invoices will be printed as a graphic document on a deskjet or laserjet printer. To change this and other settings for the sales invoices go to Subadministration->Make Invoice Batch and click on the **Setup** button.

Note: Never print a graphic document on a dot-matrix printer. This will take hours before one invoice is printed.

15. Sprinter 2000 for other users

Sprinter 2000 does **not** have to be installed on every pc. You only have to create a shortcut to the spr2000.exe file on your desktop.

To do this you can right-click on your desktop. Choose *New* from the menu and choose *Shortcut*. In the appearing dialog box you enter the path and filename of the Sprinter 2000 program or you browse to the correct file.

This spr2000.exe file can be found in the installation directory you decided on in point 2.