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miniPLAN Installation instructions

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2 Licensing on a PC, Tablet or Laptop

The **My Documents** folder varies on different Operating Systems:

Windows XP - 'My Documents'

Windows Vista – 'Documents'

To get setup with miniPLAN follow these instructions:

1. Power on the computer on which you would like to install miniPLAN.
2. Go to the web page <http://www.miniplan.co.uk/downloads.html>.
3. Click on the '**Device ID**' program link.
4. When prompted, select the '**Save**' button. Then press the next save button to save the file.
5. When the file has finished downloading select '**Open folder**'.
6. Right mouse click on the zip file.
7. Select '**Extract All**' and follow any further steps to extract and view the files.
8. Double-click on **miniPLANDeviceID.exe**.
9. The device id should be shown. Either copy the id to the clipboard then paste into an e-mail or save the file to disk, copy to another computer then e-mail the file to us.

Evaluation request: evaluate@miniplan.co.uk

Activation request: activate@miniplan.co.uk

3 Installing on a PC, Tablet or Laptop

The **My Documents** folder varies on different Operating Systems:

Windows XP - 'My Documents'

Windows Vista – 'Documents'

To get setup with miniPLAN follow these instructions:

1. Power on the computer on which you would like to install miniPLAN.
2. Go to the web page <http://www.miniplan.co.uk/downloads.html>
3. Click the appropriate link for your version of miniPLAN:

Click the **miniPLAN Pro Installer** link if you have brought or are evaluating miniPLAN Pro.

Click the **miniPLAN GO! Installer** link if you have brought or are evaluating miniPLAN GO!
4. When prompted, select the '**Save**' button. Then press the next save button to save the file.
5. When the file has finished downloading select '**Open folder**'.
6. Right mouse click on the zip file.
7. Select '**Extract All**' and follow any further steps to extract and view the files.
8. Run the miniPLAN Installer by;

On **Windows XP**, double click **setup.exe**

On **Windows Vista**, right click **setup.exe** and select **Run as Administrator**. When prompted for permission click Allow.
9. When the installer starts, click '**Next**' at the first screen.
10. Read the Licence agreement.
11. Select '**I Agree**' and click '**Next**'.
12. Ensure the 'Install miniPLAN for use on this **PC, laptop or UMPC**' is selected and click '**Next**'.

13. You will be now asked where and how to install miniPLAN. Accept the defaults by just selecting '**Next**'.
14. Select '**Next**' to begin the installation.
15. When the installation is complete select "**Close**".

You now need your licence file to continue past this part of the installation guide. If you have not received this yet it is safe to use you PC as normal and resume from this step once you have.

16. You should have received an email containing your licence file for miniPLAN. Save the **licence.mlc** file attached to your computer.
17. Click the **Start Menu**.
18. Select **All Programs**.
19. Select **miniPLAN**.
20. Click the **miniPLAN** icon to launch the software.
21. Click **Install Licence**.
22. Browse to and select the licence.mlc file you received for miniPLAN.
23. Click **Open** and miniPLAN will install your licence and close. miniPLAN will run with your new licence next time you start the software.

4 Licensing on a PDA or Pocket PC device

To get setup with miniPLAN follow these instructions:

1. Power on the PDA on which you would like to install miniPLAN.
2. Power on an internet connected PC.
3. Connect your mobile device to your PC.
4. On your PC, Go to the web following page <http://www.miniplan.co.uk/downloads.html>.
5. Click on the '**Device ID**' program link.
6. When prompted, select the '**Save**' button. Then press the next save button to save the file.
7. When the file has finished downloading select '**Open folder**'.
8. Right mouse click on the zip file.
9. Select '**Extract All**' and follow any further steps to extract and view the files.
10. Select all the files in the folder by holding **Ctrl** and **A**
11. Right click the selected files and select "**Copy**".
12. Click the **Start Menu**.
13. Click **My Computer** (Just **Computer** on Windows Vista).
14. Double click your mobile device in the **My Computer** window.
15. Navigate to the device root directory by:
 - a. On **Windows XP**, double click **My Windows Mobile-Based Device**.
 - b. On **Windows Vista**, double click \.
16. Right click on a blank area of the screen and select "**New Folder**".
17. Type "miniPLAN Device ID" as the new folder name.
18. Double click the new "miniPLAN Device ID" folder.

19. Paste the files onto the mobile device by right clicking and selecting **Paste**.
20. Wait for the files to copy to the mobile device.
21. **On the mobile device**, click **Start**.
22. Click **Programs**.
23. Click **File Explorer**.
24. In the top-left, where the current location is displayed. Click the drop down and select **My Device**.
25. Click **miniPLAN Device ID** folder in the list. This may be cut short with three periods if your screen cannot accommodate the whole text.
Example: **miniPLAN Devi...**
26. Click **miniPLANDevicelD** application in the list. This may be cut short with three periods if your screen cannot accommodate the whole text.
Example: **miniPLANDevi...**
27. The device id should be shown. Either copy the id to the clipboard then paste into an e-mail or save the file to disk, copy to another computer then e-mail the file to us.
 - a. Evaluation request: evaluate@miniplan.co.uk
 - b. Activation request: activate@miniplan.co.uk

5 Installing on a PDA or Pocket PC device

To get setup with miniPLAN follow these instructions:

1. Power on an internet connected PC.
2. **If your mobile device is powered on** please reset the device as directed by your device manufacturer's manual. miniPLAN may fail to install on mobile devices which are not rebooted prior to installing.

If your mobile device is powered off, please turn the device on now.

3. Connect your mobile device to your PC.
4. **On your PC** go too the web following page <http://www.miniplan.co.uk/downloads.html>.

5. Click the appropriate link for your version of miniPLAN:

Click the **miniPLAN Pro Installer** link if you have brought or are evaluating miniPLAN Pro.

Click the **miniPLAN GO! Installer** link if you have brought or are evaluating miniPLAN GO!

6. When prompted, select the **'Save'** button. Then press the next save button to save the file.
7. When the file has finished downloading select **'Open folder'**.
8. Right mouse click on the zip file.
9. Select **'Extract All'** and follow any further steps to extract and view the files.
10. Run the miniPLAN Installer by;
On **Windows XP**, double click **setup.exe**.
On **Windows Vista**, right click **setup.exe** and select **Run as Administrator**. When prompted for permission click Allow.
11. When the installer starts, click **'Next'** at the first screen.
12. Read the Licence agreement.
13. Select **'I Agree'** and click **'Next'**.

14. Ensure the 'Install miniPLAN for use on a **PocketPC or PDA**' is selected.
15. Ensure that your device has been fully restarted or powered on and is connected to your PC.
16. Click '**Next**'.
17. You will be now asked where and how miniPLAN can store some temporary files on your PC before installing to the mobile device. Accept the defaults by just selecting '**Next**'.
18. Click '**Next**' to begin installation. miniPLAN will now install some temporary files to your mobile device.
19. When the files have transferred, **on your PDA** installation will ask where you want to install miniPLAN. Depending on your device you will have several options.

Advice:

- Always make sure you have enough space to install miniPLAN on your chosen location by ensuring the **Space Available** label is greater than the **Space Needed** label.
 - All devices should have a **Device** option. It is recommended that you do not choose this option if others are available as extended power shortages may cause data loss.
20. Select **Install** when you have made your choice.
 21. When installation completes click **OK**.
 22. **On your PC**, click **Close** to close the installer.
 23. You may additionally have a prompt asking you to look at your PDA. If this is displayed click **OK** to close the window

You now need your licence file to continue past this part of the installation guide. If you have not received this yet it is safe to use your mobile device as normal and resume from this step once you have.

24. You should have received an email containing your licence file for miniPLAN. Save the **licence.mlc** file attached to your PC.
25. Select the saved copy of licence.mlc.
26. Right click the selected file and click "**Copy**"

27. Click the **Start Menu**.
28. Click **My Computer** (Just **Computer** on Windows Vista).
29. Double click your mobile device in the **My Computer** window.
30. Navigate to the device root directory by:
 - On **Windows XP**, double click **My Windows Mobile-Based Device**.
 - On **Windows Vista**, double click \.
31. Double click '**My Documents**'.
32. Right click in a blank area of the window and click **Paste**.
33. **On the mobile device**, click **Start**.
34. Click **Programs**.
35. Click **miniPLAN**.
36. Click **Install Licence**.
37. Browse to and select the licence.mlc file you received for miniPLAN.
38. Click **Open** and miniPLAN will install your licence and close. miniPLAN will run with your new licence next time you start the software.

4 Additional steps for a reseller

The following steps are intended for resellers to allow their version of miniPLAN Pro to additionally run the miniPLAN Go! software version.

NOTE: When working with your computers files, from step 12 to step 15, you may be presented with warnings that read similar to “**These files are hidden.**” Where this is displayed please click the small link at the bottom of the warning paragraph which reads “**Show the contents of this folder.**”

Please ensure you have successfully installed and licensed miniPLAN Pro before attempting to add the miniPLAN Go! files.

1. Power on the computer on which you would like to also add miniPLAN Go!
2. Go to the web page <http://www.miniplan.co.uk/downloads.html>
3. Click on the ‘**Go Template for Resellers**’ link.
4. When prompted, select the ‘**Save**’ button. Then press the next save button to save the file.
5. When the file has finished downloading select ‘**Open folder**’.
6. Right mouse click on the zip file.
7. Select ‘**Extract All**’ and follow any further steps to extract and view the files.
8. Select the ‘**Go**’ folder.
9. Right click the selected files and select **Copy**.
10. Click the **Start Button**.
11. Click **My Computer** (Just **Computer** on Windows Vista).
12. Double click the drive with a title that ends with **(C:)**.
13. Double click **Program Files**.
14. Double click **miniPLAN Limited**.
15. Double click **miniPLAN**.
16. Right click **miniPLAN.exe**.

17. Click **Sent To**.
18. Click **Desktop (Create Shortcut)**.
19. Double click **System**.
20. Double click **Templates**.
21. Right click in a free area and click **Paste**.
22. Close the file browser.
23. On the desktop find **Shortcut to miniPLAN.exe**.
24. Right click the shortcut and select **Rename**.
25. Type **miniPLAN Go!**
26. Right click the shortcut and select **Properties**.
27. In the **Target** field append **-vgo** to the text, it should now read:

```
"C:\Program Files\miniPLAN Limited\miniPLAN\miniPLAN.exe" -vgo
```
28. Click **OK**.