



IHCA Tracker Installation Instructions

1. Using Winzip, extract the files onto your computer's desktop. A folder called "Tracker" will appear. Inside that folder you will find two folders called "Filemaker" and "Tracker v3.4."
2. Click on the "Filemaker" folder first. Once inside, find a file named, "Filemaker Pro 5 installation code.doc." Click on it to open the file. You will be asked to enter this code later. Minimize the file.
3. Click on the file called "Setup.exe." Follow the instructions on the screen.
 - a. Install FileMaker Pro 5
 - b. Click yes on "Licensing Agreement"
 - c. Click "Next" on Install program
 - d. Click "Typical Installation"
 - e. Click "TCP/IP Network"
 - f. Enter Name, Company Name, and installation code. The installation code is the one you opened earlier.
 - g. Click "Yes" in information correct box.
 - h. Click "Finish"
 - i. If a box pops up and says that a file that you are trying to copy is older than an existing file on your drive, keep the newer file.
 - j. You may have to reboot your computer.
4. Click on the "Filemaker" folder again. Once inside, find a file named, "FMUP5V3.EXE." Click on it to open the file.
 - a. Click "OK" when the box pops up.
 - b. A box may pop up that asks you to locate "FileMaker Pro.exe". You should be in it already. If it is not in the folder that automatically pops up you will find it in:
C:\Program files\FileMaker\FileMaker Pro 5
 - c. Click on the file and click "Open".
 - d. A box will pop up asking you to update, click "Update."
 - e. A box will pop up saying that the update was successful and click "Finish".



5. Click on the "Tracker v3.4" folder to open it. You will find a number of files and folders inside.
6. Find a file named "Entry" and click on it to open it.
7. A password box will come up. You should have received your password when you enrolled in the program. If not, please call the office for the password at 1-800-693-9646. The password will be based on the Installation Code so please have it available when you call. You may also email us at password@IHCAAlliance.com and include the installation code in the email. In the subject line enter "IHCA Tracker Password."