



BEST CASE SOLUTIONS, INC.
P.O. Box 32
EVANSTON, IL 60204-0032
TOLL-FREE 800.492.8037
TELEPHONE 847.492.8037
FACSIMILE 847.492.8038
E-MAIL HELP@BESTCASE.COM
WEB WWW.BESTCASE.COM

UPDATE GUIDE: LOCAL TO NETWORK INSTALLATION

Step 1. Check the current installation directory

Start Best Case Bankruptcy and click the **About** button in the toolbar. The About window appears. Read the EXE Path. It is probably set to C:\BESTCASE. If it is set to anything else, write down the directory. My installation directory: _____.

*If you don't see an **About** button in the toolbar, you have an older version of Best Case Bankruptcy. Click the Help option in the toolbar (or press [Alt]-[H]), then click About Best Case Bankruptcy. Read the BCB Path. It is probably set to C:\BESTCASE. If it is set to anything else, write down the directory.*

Step 2: Copy the Program Directory to the Network Server

On your desktop, open My Computer. Navigate to the directory you wrote down in Step 1. Copy the entire \BESTCASE directory and all of its sub-directories to the network drive.

Most network operating systems allow you to assign specific "rights" to users within each directory. **All users who will be running Best Case Bankruptcy should be granted FULL rights to the \BESTCASE directory and all of its subdirectories.**

Step 3: Creating Icons and Shortcuts

From each workstation, create a shortcut from the desktop that points to the bestcase\winbfs.exe file on your network drive. Go to the blank desktop where you see all of your program icons. Hold the mouse in the blank space, not over any icon, and press the right mouse button. Go to New, then to Shortcut. In the command line, type the network drive letter, then bestcase\winbfs.exe. For example, if your network drive is F:, you'll type f:\bestcase\winbfs.exe. (The shortcut must point to a drive letter (e.g. F:, N:, etc.). Do not create a shortcut that uses a "Network Neighborhood" or "UNC" path.) Click **Next**. When asked for a name for the shortcut, type Best Case Bankruptcy. Click **Finish**. Repeat for other workstations.

Combining Client Lists from Several Local Installations

If you have more than one local installation that you'd like to combine into a single network installation, follow these steps after creating a shortcut to the network installation on each workstation.

- (1) Open the old local installation of Best Case.
- (2) Close any open windows.
- (3) Click File|Backup/Restore|Total Backup/Restore Utility.
- (4) Click the large "Backup" button.
- (5) Select only the Client files for backup and click Next.

- (6) Backup to "Other Drive," and select "C" from the dropdown list. Click Next.
- (7) Click the "Begin Backup" button.
- (8) After the backup is finished, click the "Backup Complete" button.
- (9) Click the large "Close" button, and then close out of the local installation of Best Case altogether.
- (10) Open the network installation of Best Case using your new shortcut.
- (11) Click File|Backup/Restore|Total Backup/Restore Utility.
- (12) Click the large "Restore" button.
- (13) Backup to "Other Drive," and select "C" from the dropdown list. Click Next.
- (14) Click "OK" on the next popup screen.
- (15) Select only the Client files for backup and click Next.
- (16) Select "Ask if each file is to be replaced" and click the "Begin Restore" button.
- (17) If popup screens come up asking whether you want to replace a file, click on the answer you'd like.
- (18) When finished, click "Restore complete."
- (19) Repeat for other workstations with local installations.

Local Directory for Temporary Files

The network version requires that each user have a personal work directory for temporary files that are created during the print process. The default location for these files is on the local hard drive in the C:\BESTCASE directory. This local directory will be created automatically when the user starts Best Case Bankruptcy. (If your client computers do not have local hard drives, please contact us for alternative instructions.)