

Mac enu  
Fig.0

Found in the METER control panel, immediately to the right of the calendar (not available in the single-user version.)

Select "Gather". All Macs on your network with METER installed will begin to identify themselves. Wait a few moments, then check the contents of the Mac menu. If any members of your workgroup are missing, select "Gather" again. If they still don't show up, make sure the missing Macs are running METER and connected to the network. NOTE: you do not need to "Gather" if the other Macs are already registered in the menu.

(The "Locate..." function asks you to identify a 'METER Data' file in the Preferences folder of another Mac. You might do this if METER has been turned off on the remote Mac or otherwise will not respond to "Gather".)

To view data from a single Mac, select that Mac's name from the menu, or select one of your defined Groups, or just select All.

You can sort, summarize, build reports, and re-assign Projects or charges as usual (see Viewing our ours). When you close METER, any changes you have made will be exported across the network.

Sometimes when you try to view another Mac's data, the standard Macintosh volume-mounting dialog will appear. This occurs when METER cannot make its own connection to the remote Mac (its copy of METER may be turned off or otherwise disabled). As a second resort, METER tries to mount the remote volume and read data directly from its 'METER Data' file.

See Tips/Trouble for advice regarding uncooperative connections.

## Network dministration

Most network administration tasks are done using the Mac etup, Group etup and Shared etup screens.

The Mac etup screen lets you enter license IDs and METER options across the network.

The Group etup screen lets you define work-groups or network areas for separate viewing. You might define a Mac group containing all the individuals in an office or department, or a group excluding all Macs not normally connected to your zone (to avoid time-consuming net searches in the main data display).

The Shared etup screen lets you export or import Macs, Projects, Software, or Tasks (and Groups and Docs in a future version) to and from other Macs running METER. This offers a quick, easy way to distribute settings across your network, without attending each Mac.

