

*DocuPower Pro™ 3.1a*  
*Document Management System for*  
*Microsoft® Word for Windows™ 6.0x*  
*Program Installer*

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Double Click Buttons To...

**Certified “Microsoft Office Compatible Software”**

### *Before You Begin*

This file is more than a simple document. Double clicking the **Install** button above will install the various *DocuPower Pro™* components to **your** copy of Microsoft Word for Windows 6.0x.

### *Installation*

Make sure that this document is the **only** document window open. To verify that installation will proceed properly, click the **"Window"** menu. If more than one document window is listed, please close all others before trying to install.

**Please Note** *If you received DocuPower Pro™ electronically, you **don't** need to copy any files to a floppy for proper installation. This installation program only requires that **this document** be in the **same directory** as all the other included files.*

Double click the **Install** button above to begin. Installation will do the following:

- Copy the included support files (DLL's), to the WINDOWS\SYSTEM sub-directory
- Copy all the macro program libraries to the global context (NORMAL.DOT)
- Create menu items for the six most important *DocuPower Pro™* functions (see below)
- Assign *DocuPower Pro™* functions to "hot key" keyboard combinations (Due to differences in keyboard mapping, hot key short-cuts are automatically installed to *English* versions of WinWord only. International users can, however, install their own keyboard commands.)

## **PLEASE NOTE**

To ensure complete functionality, **network** users must have the text files NET.CFG and/or SHELL.CFG in the root directory of each work-station running *DocuPower Pro*<sup>™</sup>. These files should include the line: **SHOW DOTS=ON**.

If you are unable to complete installation successfully, please call our Technical Support line at 718-375-1261 for assistance. Alternatively, you can send us your questions via electronic mail. Send your messages to either our CompuServe address 70154,2463, or dial directly into our product support BBS at 718-375-6261.

## **DocuPower Pro Menu Items**

Upon installation to Word for Windows 6.x, the *DocuPower Pro*<sup>™</sup> installation program will create a completely **new** additional menu: the "**DocuPower**" menu. Six of the most important commands are then assigned to the DocuPower menu:

- Open DocuPower Folders
- Add To DocuPower Folder
- DocuPower File Find
- DocuPower Text Search
- DocuPower Address Book
- DocuPower Tool Kit

## *PC's, Networks, and Workgroups*

*DocuPower Pro*<sup>™</sup> is designed for use on stand-alone PC's as well as networks. Three basic configurations are available:

1. **Stand-alone** – for regular PC's which are not connected to a network.
2. **Network** – for PC's which are part of a network. *DocuPower Pro*<sup>™</sup> folders can contain documents from your local drive, as well as files from network drives. Access to network drives is transparent to the user. Each user maintains separate folder configurations.
3. **Workgroup** – for PC's which are part of a network. As above, users can access documents from local and network drives. The workgroup version, however, also allows users in the same group to access the **same** set of *DocuPower Pro*<sup>™</sup> folders. By sharing folders and documents, all members of the group can benefit from consistent document organization.

This free trial version comes pre-configured for *stand-alone* and *network* PC's. Site licenses for any number of users can be purchased – volume discount prices are available.

## *System Requirements*

*DocuPower Pro*<sup>™</sup> document management software is compatible with Microsoft Word 6.0x. *DocuPower Pro*<sup>™</sup> is also fully compatible with most language versions of Word — English as well as international (French, German, Italian, Spanish, Swedish, Norwegian, Finnish, Dutch, Danish, etc.)

*DocuPower Pro*<sup>™</sup> is designed to be run under Windows 3.1. All documents included in this package are formatted using True Type Fonts. For more information, call our technical support line: 718-375-1261.

*Get the **power** with **DocuPower Pro**<sup>™</sup>  
“And never misplace a file again!”*