

- 1. You will need to download two items from <u>http://tools.portagebay.com/clients/lakewood.html</u> :
 - a. The E-Com login file "from home" please right-click on the link and save the file to your desktop so that it may easily be used for launching your E-Com session.
 - b. The Mac E-Com client installer; please note that depending upon the speed of your connection, this may take up to 20 minutes.
- 2. Find the downloaded E-Com client installer (named FMPv11-Mac-Lakewood.zip) and doubleclick it to unzip it.
- 3. Open the unzipped folder and double-click the Filemaker Pro 11 icon.
- 4. Enter your computer admin password.
- 5. On the License page, select "Continue"
- 6. Select "Agree" from the drop-down dialog box.
- 7. Select "Continue" at the Destination page.
- 8. Select Install.
- 9. Once the installation is complete, select the "Quit" button.
- 10. Open the E-Com Login file you downloaded to your desktop in Step 1a.
- 11. Sign in to E-Com with your usual name and password. You may need to allow 1-2 plug-ins to install upon the first login; after that, nothing other than your user name and password should be required.