



E-Com Client Installation for Windows

1. Download two items from <http://tools.portagebay.com/clients/lakewoodv12.html> :
 - a. The E-Com login file – right-click on the link and save to your desktop, so that it may easily be used for launching your E-Com session.
 - b. The Windows E-Com client installer; depending upon the speed of your connection, this may take up to 20 minutes to download.
2. Find the downloaded client installer file (named FMv12_Win_ECOM.zip) and right-click on it. Select “Extract All” and select a place to extract it. Check the box next to “Show extracted files when complete.” Click Next.
3. Open the unzipped folder and double-click the Setup icon. If you get an “Unknown Publisher” message, select “Run” to continue the installation. If you get an “allow program to make changes” question, select Yes.
4. A small dialog window should open, asking for your choice of Language. Click OK.
5. The installer should come up – select “Next.”
6. Accept the License terms and click “Next.”
7. Select “Next” at the Destination page.
8. Leave the Setup Type as is and click “Next.”
9. Select Install. Depending on your computer’s processor speed, this may take several minutes.
10. Once FileMaker has been installed, click the “Finish” button.
11. FileMaker may open; if so, you may close it. If you get a “New Version Notification” message, check the box by “Don’t tell me about new versions again” and click Cancel.
12. If Apple’s Bonjour software needs to be installed on your computer, a Bonjour installation message will come up; if not, skip to Step 13.
 - a. Click “Next” on the Bonjour installation screen. (Note: Windows 7 may not require the following steps.)
 - b. Click “Next” on the next screen as well.
 - c. Accept the terms and click “Next.”
 - d. Click “Next” again at the next window.
 - e. Leave both boxes checked (you may uncheck the “Automatically update Apple software” if you are short on time) and click “Next.”
 - f. Once Bonjour installs, click “Finish.”
13. Once you have been notified that the server software has been updated, you will be able to use the new E-Com Login file you downloaded to your desktop in Step 1a. Your old one will not work, and may be deleted.