

# STUDIO SHOWROOM

## Installing Studio Showroom

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# STUDIO SHOWROOM

## 1 Download the “Installation File” and “Master Files” from the Studio I.T. web site

### Make a folder for Studio Showroom on the serving computer

The Studio Showroom Data must be located on one computer and may be shared by other computers. The computer that stores the data is the serving computer. The serving computer may be one of your workstations or a dedicated file server.

You must make a folder to store the Studio Showroom Data on the serving computer.

- Open My Computer
- Move to where the Studio Showroom Data is to be stored (this may be the C: drive)
- Select File
- Select New
- Select Folder
- Enter “StudioShowroom” (all one word)

### Download and unzip the Studio Showroom Installation File

- Go to the Studio I.T. web site [www.StudioToTheTrade.com](http://www.StudioToTheTrade.com)
- Select Studio Showroom
- Select Software Downloads
- Select Studio Showroom Installation
- Select Save
- Select to save the file in the StudioShowroom folder

The Studio Showroom Installation File is a zipped file. Unzip the file in the StudioShowroom folder on the server.

- Right click on the Studio Showroom Installation zip file
- Select to unzip the files in the StudioShowroom folder
- Delete the Studio Showroom Installation zip file

### Download and unzip the Studio Showroom Master Files

- Go to the Studio I.T. web site [www.StudioToTheTrade.com](http://www.StudioToTheTrade.com)
- Select Studio Showroom
- Select Software Downloads
- Select Studio Showroom Master Files
- Select Save
- Select to save the file in the StudioShowroom folder

The Studio Showroom Master Files is a zipped file. Unzip the file in the StudioShowroom folder on the server.

- Right click on the Studio Showroom Master Files zip file
- Select to unzip the files in the StudioShowroom folder
- Delete the Studio Showroom Master Files zip file

### Share the StudioShowroom folder

The StudioShowroom folder on the serving computer must be shared for workstations to access the information. Network users must have permission to update files in the folder.

## 2 Install Studio Showroom on the server and workstations

### Map a network drive on workstations to the serving computer

This step is only required for workstations

- Select "My Computer"
- Select "Tools"
- Select "Map Network Drive"
- Select "S" for the drive or any drive you want to map
- Browse to find and select the StudioShowroom folder on the server
- Make sure Reconnect at logon is checked
- Select "Finish"

### Run the Studio Showroom Installation on the server and workstations

Go to the server and each workstation you want to install Studio Showroom on and run the Studio Showroom Installation. Studio Showroom should be installed on the server first.

- Open My Computer
- Open the Studio Showroom folder on the serving computer
- Open the Studio Showroom Installation folder
- Select Setup.Exe

Studio Showroom should be installed to the StudioShowroom folder on the server.

Studio Showroom should be installed to the default folder for workstations. (Program

Files/StudioShowroom)

- **Windows opportunistic locking should be correctly defined on the server and workstations**
- **See the Windows Locking document in the Studio Showroom, Documentation page**

### Open Studio Showroom

- Select the Studio Showroom icon on the desktop
- The Studio Showroom Setup Screen is displayed
- For the serving computer, the Current Company Database is Sample1
- For workstations, locate the StudioShowroom folder on the server
- Open the StudioShowroom folder
- Open the Data folder
- Select the Sample1 database
- Click the Open Button or press the enter key
- License and Ticket # are displayed
- Leave the License # blank
- Enter "SAMPLE" in the Ticket #
- Read the License Agreement
- Click the "I accept the terms of the License Agreement" button
- The Password is displayed
- Enter your first name in the password and press the enter key

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## 3 Reviewing Studio Showroom

### Schedule an online presentation of Studio Showroom with a sales representative

Studio I.T. sales representatives are available to review the software online with you. Our representatives can connect directly to your computer and provide you a personalized presentation.

- Contact our sales department at 720-932-1235 to schedule your online presentation.

### Review the Studio Showroom Feature Brochure

The Studio Showroom Feature Brochure summarizes the features and cost of Studio Showroom. Download the Studio Showroom Feature Brochure from our web site.

- Go to [www.StudioToTheTrade.com](http://www.StudioToTheTrade.com)
- Select Studio Showroom
- Select Feature Brochure

### Review the online Studio Showroom Demo

The Studio Showroom Demo is an online review of the primary features of Studio Showroom. Go to our web site to review the Studio Showroom interactive demo.

- Go to [www.StudioToTheTrade.com](http://www.StudioToTheTrade.com)
- Select Studio Showroom
- Select Demonstration

### Review the online Studio Showroom User Guide

The Studio Showroom User Guide is an online resource describing the features of Studio Showroom in detail. The User Guide can be used for setup and training as well as an advanced reference.

- Go to [www.StudioToTheTrade.com](http://www.StudioToTheTrade.com)
- Select Studio Showroom
- Select Documentation
- Select User Guide

### Enter sample data in the Studio Showroom Sample database

Studio Showroom comes with a sample database. This is a live version of Studio Showroom and up to 100 items of merchandise can be entered. This will allow you to evaluate the features of Studio Showroom in detail.

- Install Studio Showroom
- Launch Studio Showroom
- Select the sample database

## 4 Training and Support

### Sign up for an online group training class

Studio Support provides online training classes from beginning to advanced. Contact Studio Support directly at 303-562-3124 to receive a current schedule.

### Schedule an individual online training session

Studio Support also provides personalized online training sessions. Contact Studio Support at 303-562-3124 to schedule a one on one on-line training session with a support representative.

## 5 Purchasing Studio Showroom

### Review your requirements with a sale representative

Contact a sales representative to review your requirements. Select the Studio Showroom modules suited for your design firm.

- Studio Showroom Basic
- Reminders
- Studio Showroom Professional
- Inventory
- Additional Users

### Provide payment and return accepted License Agreement

The sales representative will email an invoice with the features you select. Payment may be made by check or credit card. You will also receive an email with the Studio Showroom License Agreement. The License Agreement may be accepted and returned by email.

### Enter your personal Ticket # to unlock the software

After receiving your payment and the acceptance of the License Agreement, you will receive a Ticket #. Entering the Ticket # will unlock your personal version of Studio Showroom.