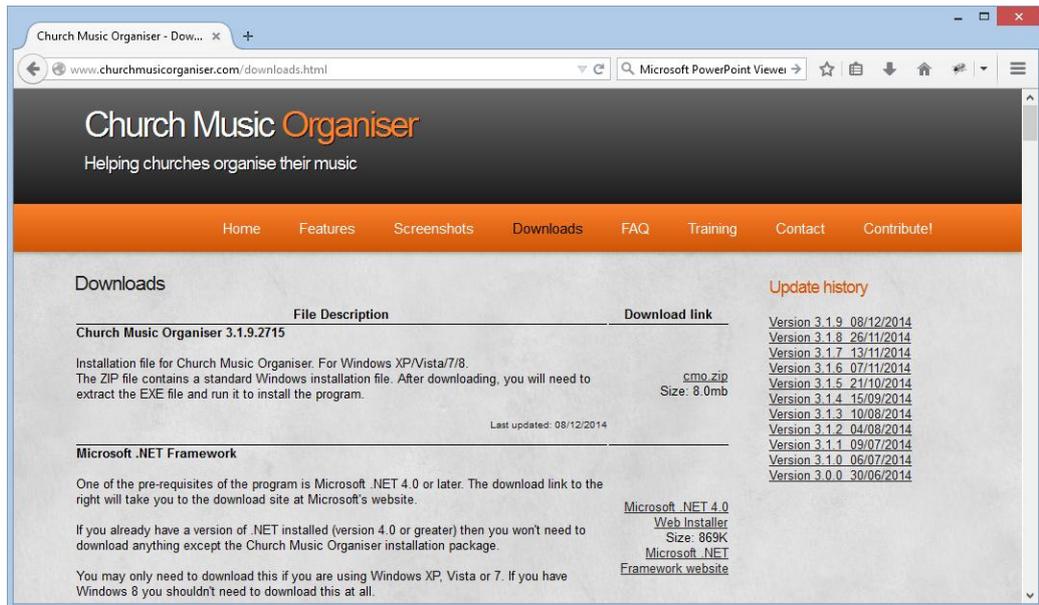


## Chapter 1: Installation and setup

### Installing the program for the first time

Step 1 in any program installation is to download the install package from the website. In this case, the address for downloading is:

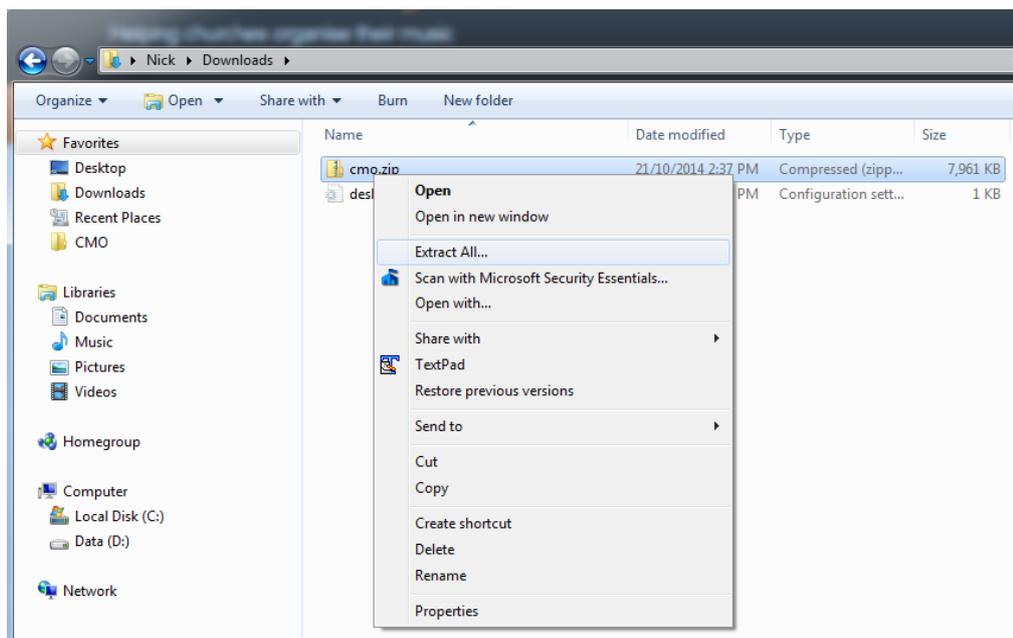
<http://www.churchmusicorganiser.com/downloads.html>



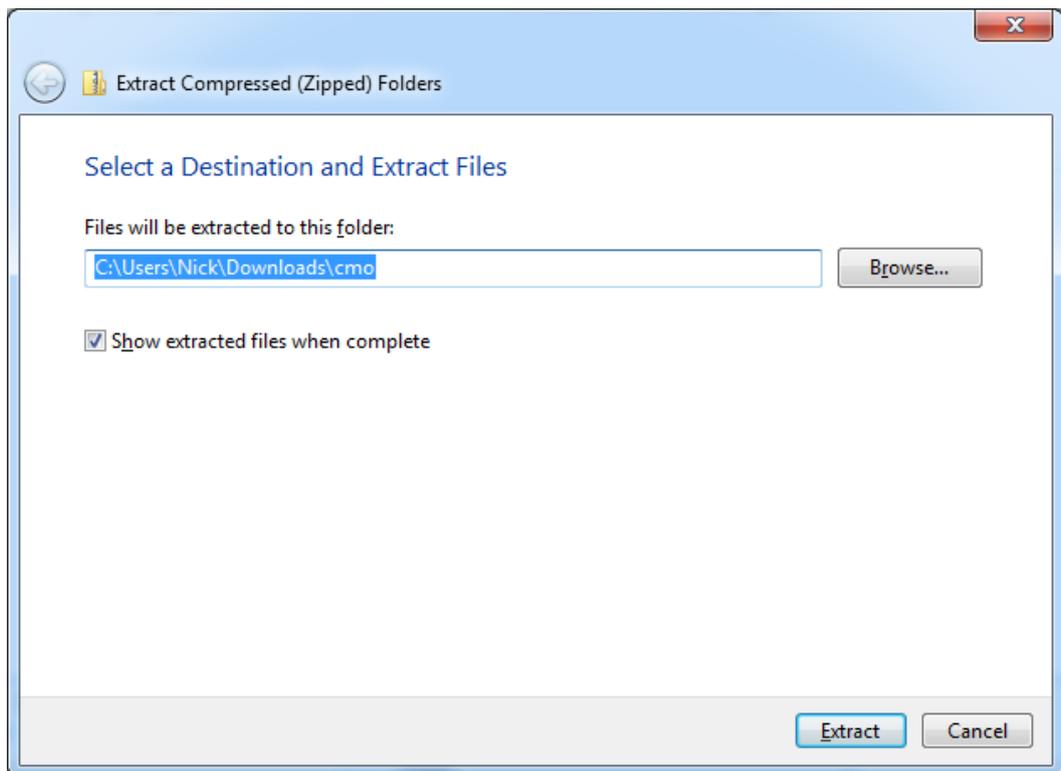
Depending on which browser you use these steps can vary slightly.

Click on the "cmo.zip" link and save the file to your local computer.

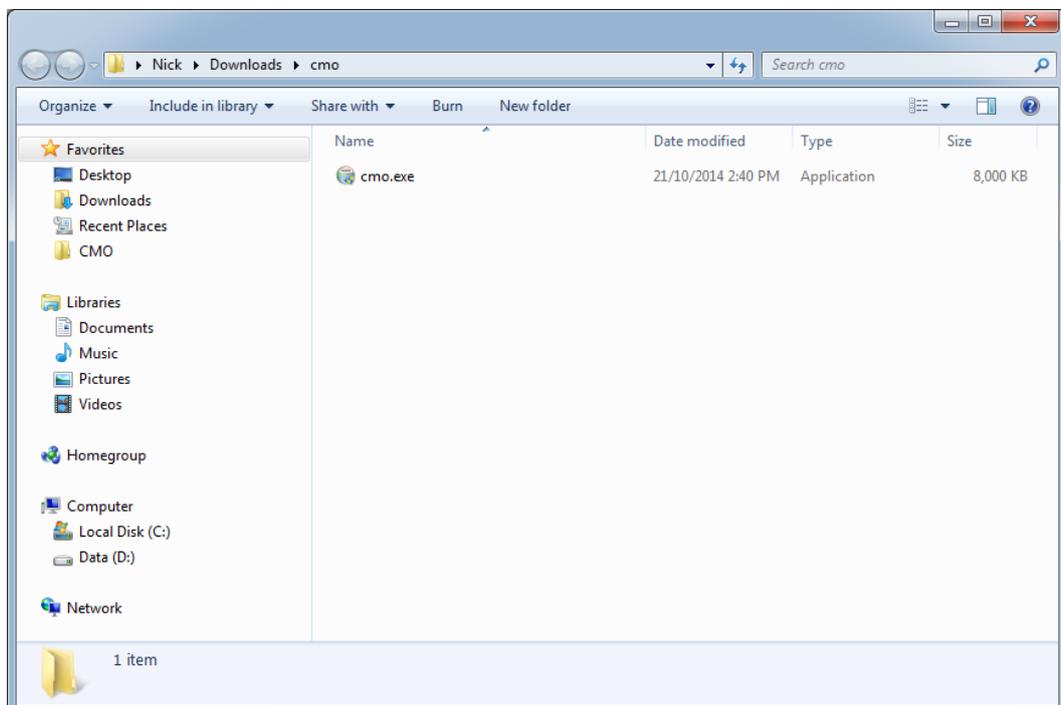
Once the file is downloaded, right-click on the file to display the content menu:



Click on the "Extract All..." option.



Select the location where you want to extract the file to and click "Extract".

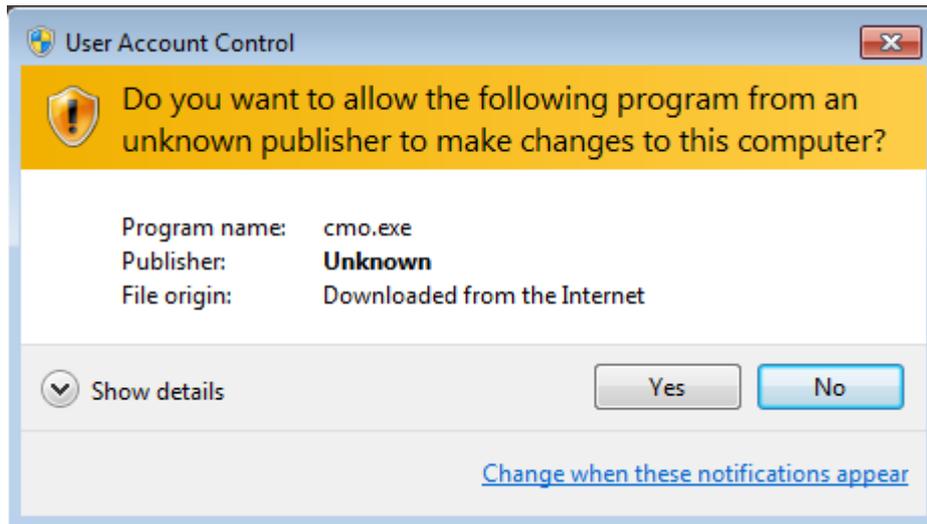


Double-click on the "cmo.exe" file to start the setup process.



**Note:** You will need to be logged in as an Administrator to install the program.

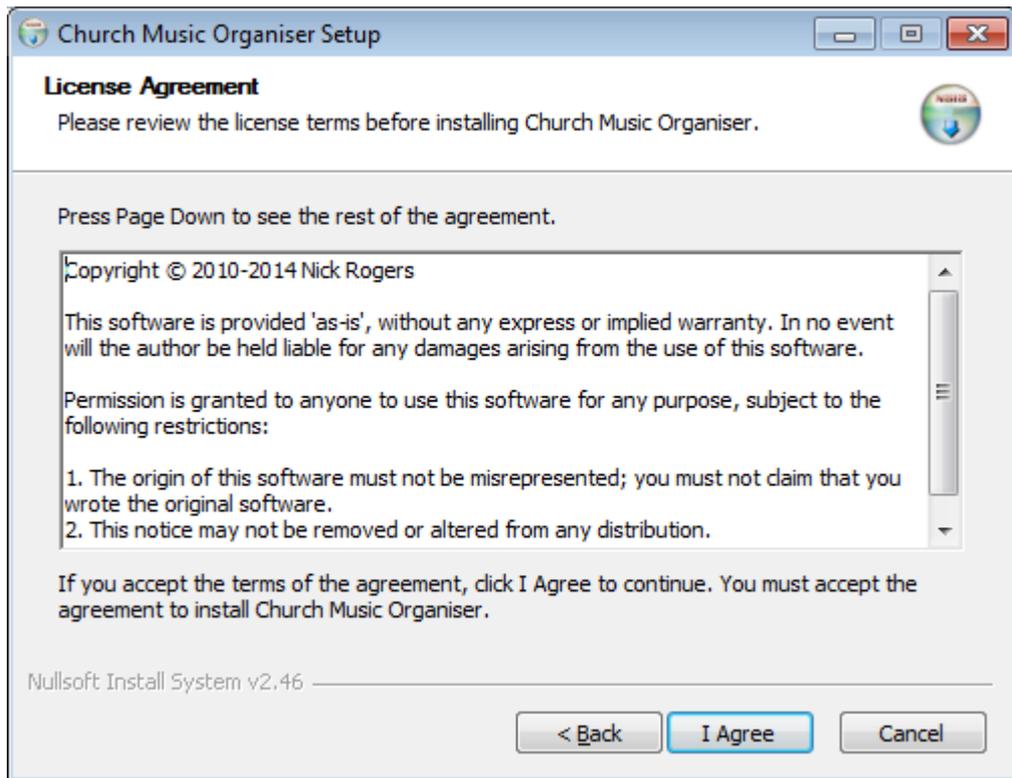
You will now see this dialog:



Click on "Yes" to begin the installation process.



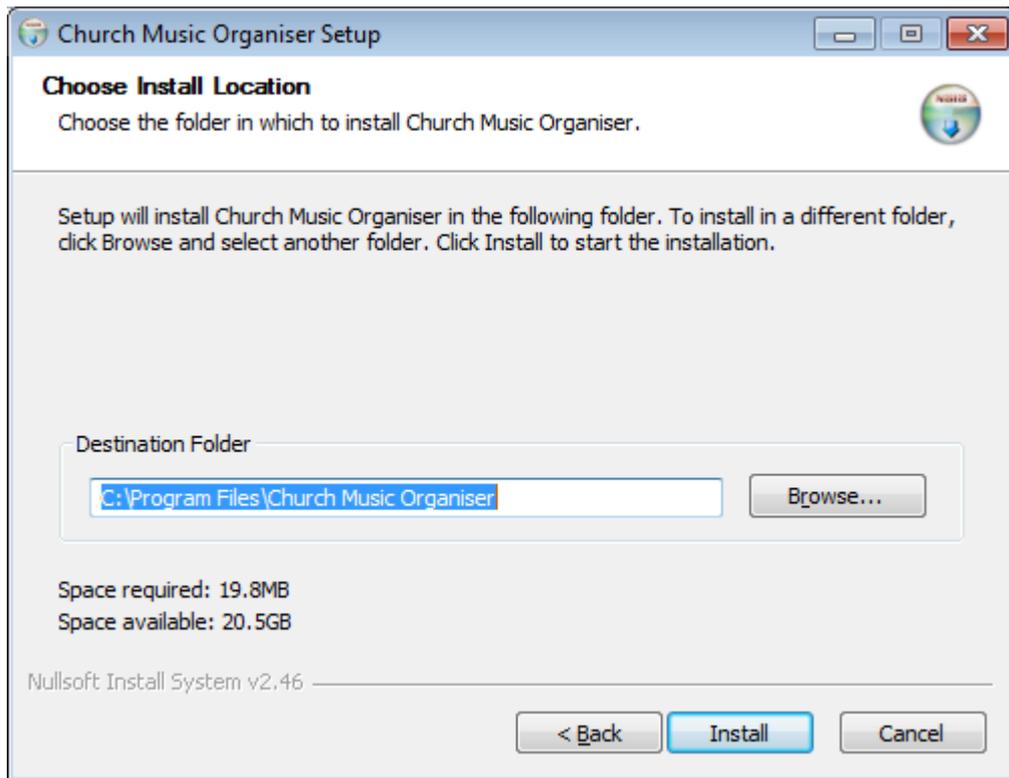
This is the installer welcome screen. Click on "Next" to continue.



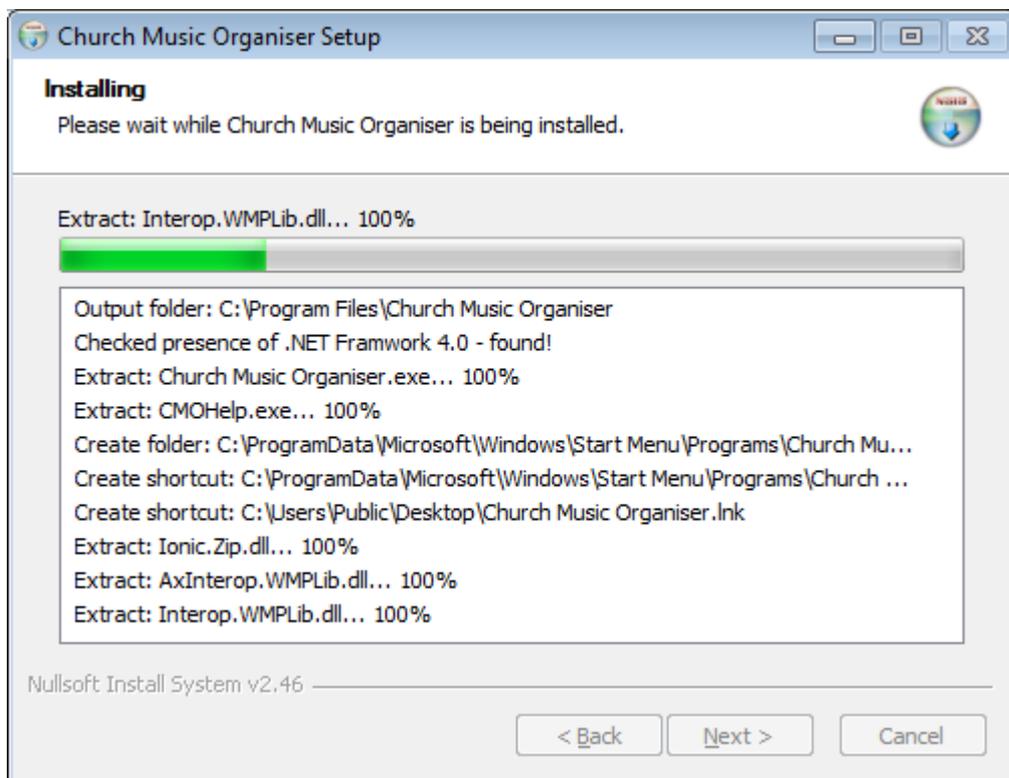
This is a simple (very simple) licence agreement. If you agree, click on "I Agree".



In almost all cases the first option here should be selected. Click "Next" to continue.



You can specify the installation folder here. Click "Install" to start the installation process.



When all the files have been installed, you will see this:



Click "Finish" to close the installer and start Church Music Organiser.

## Church Music Organiser installation folders

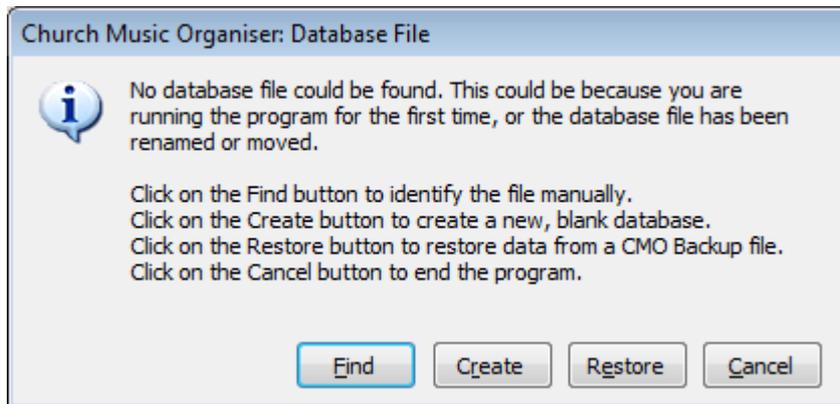
On 64bit Windows 7 and 8, CMO creates the following folders:

C:\Program Files (x86)\Church Music Organiser	Main program installation folder.
C:\Program Files (x86)\Church Music Organiser\Dic	Contains spelling dictionaries.
C:\Program Files (x86)\Church Music Organiser\Graphics	Contains the CMO icon.
C:\Program Files (x86)\Church Music Organiser\Help	Contains all the help HTML files.
C:\Program Files (x86)\Church Music Organiser\Help\images	Contains all the help file images.
C:\ProgramData\Church Music Organiser	Contains the INI file, plus any Bible files, log files and exception files.
C:\ProgramData\Church Music Organiser\images	Contains images used for overheads.

When installed on 32bit Windows 7 and 8, the folders are the same except the "(x86)" is removed.

## Starting the program for the first time

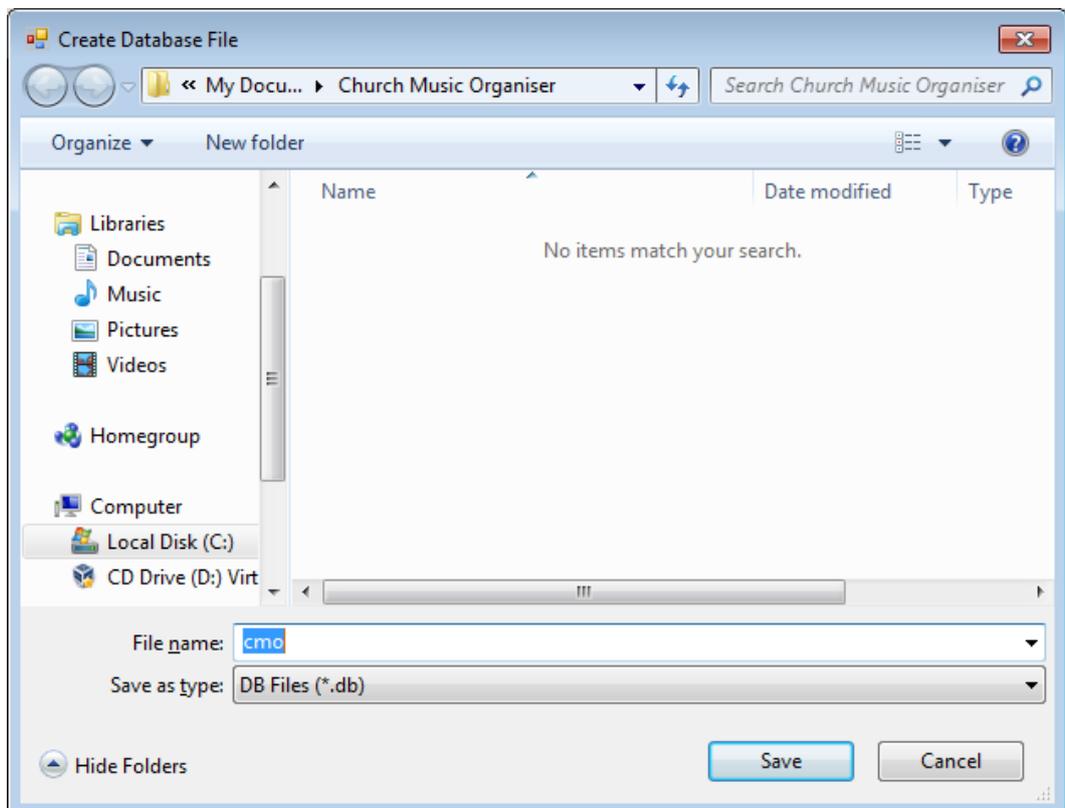
The first time you run the program you will see this dialog:



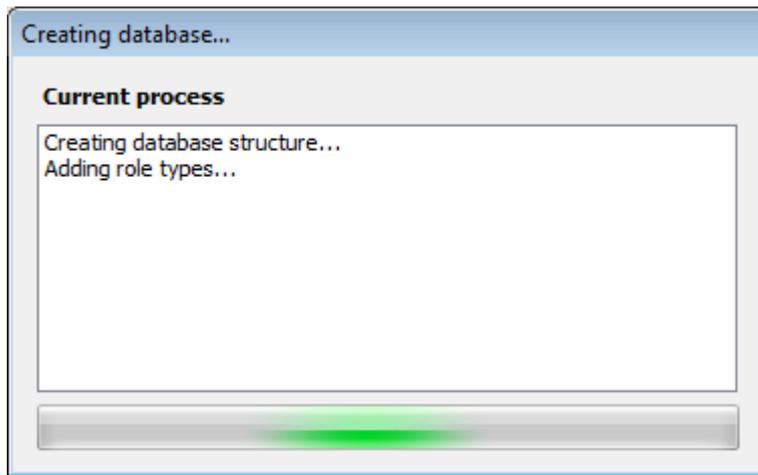
If you have previously used CMO (or you might have used it on another computer), and have a database file already, click on "Find." You will be asked to specify the location of the database file.

If you are recovering a database from a backup, click on "Restore", where you can select the backup file to restore from.

For our purposes, though, we'll be starting with a blank database, so click on "Create".

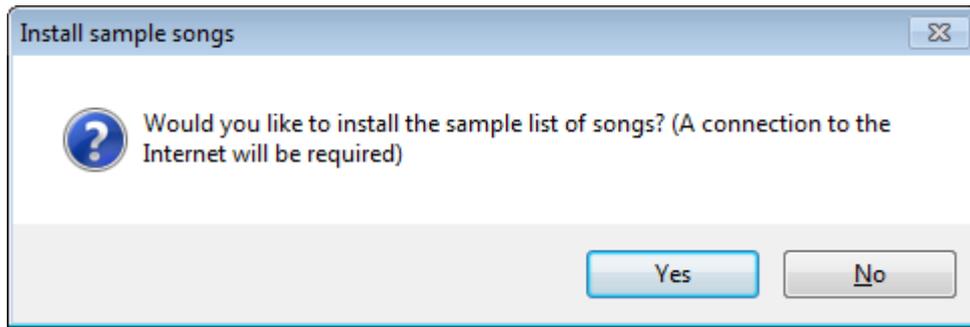


You will be asked to specify the name and location of the database file. The default location is "My Documents\Church Music Organiser", and the default name is "cmo". Click "Save" to create the database.



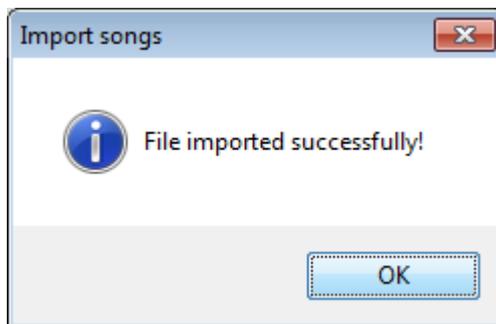
This window will show the creation progress.

Once the database file is created, a final question will be asked.



The sample list of songs is available on the Church Music Organiser downloads page. This dialog will automatically download the list and install them into your database. Click "Yes" to download the sample songs list.

When finished, you will see this message.



Click "OK", and we're done!

## Summary

In this chapter we've looked at how to install the program, and what happens when you run the program for the first time.