

Updating/Upgrading T-Works Manager (Importing Data from Earlier Version)

Introduction

When a new version of T-Works is released (whether or single or multi-user), your existing data is not automatically imported into the new version when installed. Downloading the new version does not erase your existing version or data, it simply adds another T-Works application for single user or set of T-Works Filemaker database files for multi-user. Once the new version is activated, you can import the data from the previous version in the Settings screen under Import/Export. Follow these steps to import data from a previous version of T-Works:

1. Locate and backup your T-Works database files

There are three files that need to be located and backed up before installing a new version:

Single User

Windows:

C:/Program Files/T-Works Manager x.x.x/tworksdata.twk
(or *t-works_db.twk*)

C:/Program Files/T-Works Manager x.x.x/products_db.twk
C:/Program Files/T-Works Manager x.x.x/swatch_db.twk

Mac:

Macintosh HD/Applications/T-Works Manager x.x.x/tworksdata.twk
Macintosh HD/Applications/ T-Works Manager x.x.x/products_db.twk
Macintosh HD/Applications/ T-Works Manager x.x.x/swatch_db.twk

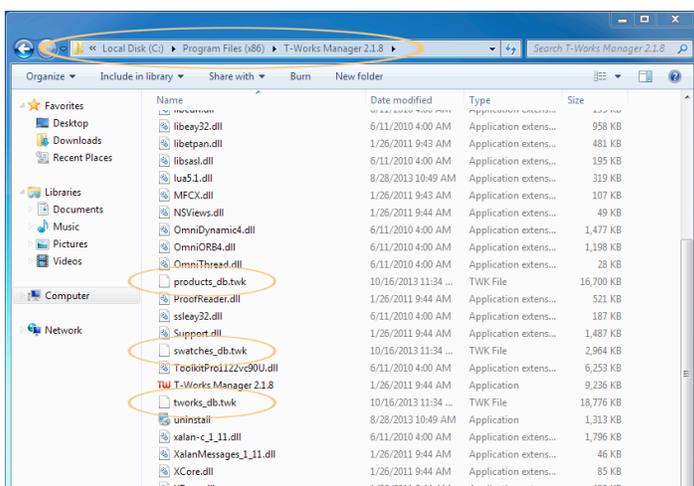
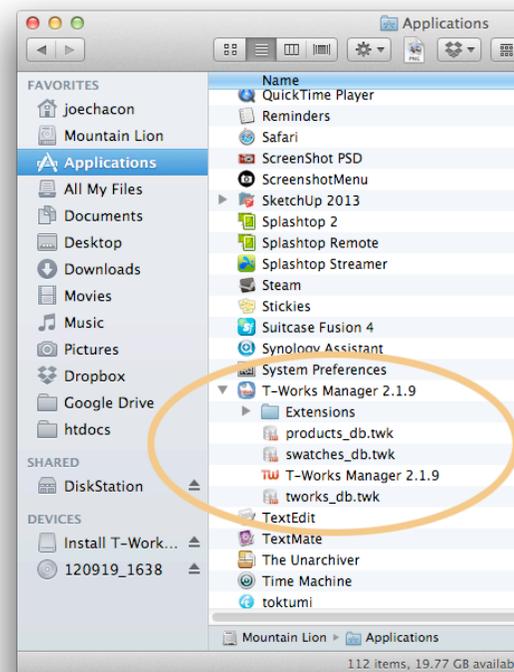
Multi-User

*Your multi-user database files folder is installed on the host machine and is usually on the desktop or in the documents folder:

*/T-Works Manager x.x.x Multi-User Files/tworksdata.twk
(or *t-works_db.fp7*)

*/T-Works Manager x.x.x Multi-User Files/products_db.twk

*/T-Works Manager x.x.x Multi-User Files/swatch_db.twk



the "x.x.x" represents the version you are currently using.

Make a backup of these database files. It's highly recommended to burn it to a CD-R or save to an external hard drive or online backup solution as well.

2. Download latest version of T-Works Manager

Do not uninstall the previous version! Download the latest version of T-Works Manager from the website <http://www.t-worksmanager.com/download.html>. Run the installer then activate with the license key that was emailed to you when purchased.

3. Setup the import

After activating, go to the Settings screen and got to the Import Tab.

Click the “Add Folder Path” button to select the folder where your database files are stored (the same folder that you where you backed up your files in step one), then click OK.

The folder path should be visible in the Import Folder field.

4. Determine which databases to import

Below the folder path are three checkboxes for selecting which data files to import. Select one or more checkboxes of the data files you want to import. *Tip: you can choose to import only the invoice data if you have not added or customized any vendors or colorsets.*

5. Import your previous data

Click the Import from Previous Version button and your data will be imported in.

