

Lane Guide 3.0

Installation Instructions



Revised March 26, 2004



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Forward...

Thank you for purchasing the Lane Guide on CD-ROM. This new version of Lane Guide allows you to access more information and search in improved ways. You can use the Name Finder to locate lenders by name as you type them. Search by geographic locations, and radius of a map point, or search by lending types and programs.

Unique features like reminders and built-in call logs allow you to track the correspondences or calls you make for later follow ups. Lane Guide even integrates with Microsoft® Word® to automatically generate verification requests, demands or even your custom letters or correspondence.

The many features found in Lane Guide CD-ROM make it a premier product for your office.



Technical Support

If you need assistance with the installation or support of your Lane Guide, call our Technical Support Center at 1-888-526-3484 (M-F, 8:-5: PT).

You may also email your questions or comments to us at support@laneguide.com

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Single-User Setup:

Step 1

Place the Lane Guide CD-ROM in your PC's CD or DVD drive

Step 2

The Install Wizard should automatically pop-up. Click on the "Install Lane Guide" button and follow the installation instructions on screen. Note: We recommend you keep the default installation path as "c:\Program Files\Lane Guide 3"

Step 3

Open the Lane Guide application by double-clicking on the desktop icon.

Step 4

When prompted, enter your Subscriber Number and Password (which is your 5-digit Zip Code).

Note:

If your PC is connected to the Internet, you will be able to use the product without having the CD in the CD-ROM drive once the installation has completed. You will only need to re-insert the new CD when we send you a quarterly data update.

If your PC is NOT connected to the Internet, you will need to enter an authorization code and keep the Lane Guide CD-ROM in your drive while running the program. You may connect your PC to the internet temporarily, to generate the code within the product, or call Lane Guide for the registration key.

Network Setup:

Upgrading Customers Please Note: We have made significant modifications to how the network version operates. The User Manager has been completely integrated into the client program and there is no longer a need to install the server User Manager as with past versions. Lane Guide is now completely internet/network aware and can automatically detect network clients.

Step 1

Create a share (directory) on your server with full read and write permissions. (If a Novell® Server make sure you also assign file Create rights to the share for each user). You may also wish to create a new user group just for the clients which have Lane Guide access.

Step 2

Go to any client machine in which you want to install Lane Guide on. Insert the CD and run the installation. There is no difference between the client and the network installation.

Step 3

Open the Lane Guide 3 desktop icon which will be automatically installed on the user's desktop. The program will launch and prompt you for the Subscriber Number and Password. NOTE: For a new installation the password default will be your 5-digit Zip Code.

Step 4

Within the product, Click on the tab called "Options, Logs and Reports" (lower left-hand side of the user interface) and then click on the Key icon for User Manager. The User Manager interface will launch and prompt you for your Administrator Password, which by default will be the last four digits of your Subscriber Number (XX-XX-XXXX). See step-by-step instructions for the User Manager on the following pages.

Step 5

In User Manager set the Network Path to the UNC path to the share you created in Step 1 (above). You may also use the Browse button to open Network Neighborhood and browse for the share by name. Also, you may change the Administrator and Network passwords within the User Manager at this point.

Step 6

Close the Lane Guide 3 application and re-start the Lane Guide 3 application (from the desktop icon). This will automatically detect the network drive and copy the required CD files to the share directory.

For the second and subsequent clients...

Step 1

From the PC you wish to install Lane Guide on, open the network data path (via Explorer or Network Neighborhood) to the share directory and double-click on the **lg3.msi** file to launch the setup.

Step 2

Follow the on screen prompts to continue installation, upon completion double-click on the Lane Guide 3 icon and launch the application.

Step 3

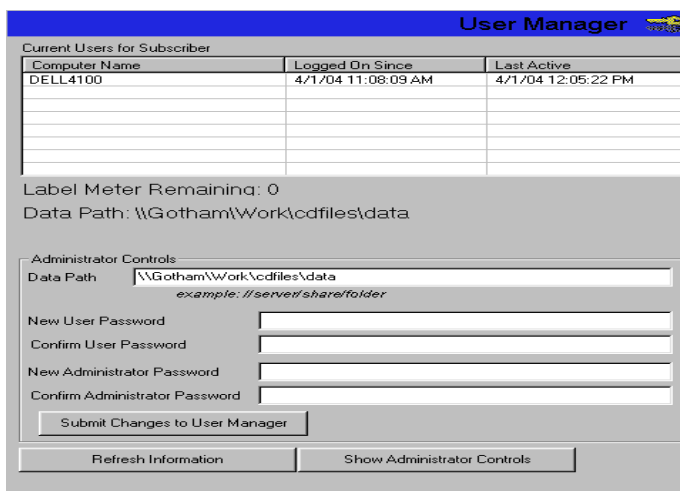
When prompted, enter the Subscriber Number and network password (which will be stored for subsequent logins automatically) and the program will automatically detect network settings and install remaining need files.

Follow the above steps for each remaining client you wish to install.

User Manager Setup:

Once you have successfully installed the first client. You will need to open the client (from any installed client) and set the User Manager defaults for your installation

To Open User Manager Interface (see photo below), open Lane Guide click "Options, Logs & Reports" --> "User Manager". You will be prompted for your Subscriber Number and Administrator Password. The Subscriber Number is on the shipping label in which you received your CD, the default Admin Password is the last four digits of your subscriber number. Example: If for example, subscriber number is 11-99-**1234**, your administrator password would be **1234**.



The screenshot shows the 'User Manager' interface. At the top, it says 'Current Users for Subscriber'. Below this is a table with three columns: 'Computer Name', 'Logged On Since', and 'Last Active'. The first row shows 'DELL4100', '4/1/04 11:08:09 AM', and '4/1/04 12:05:22 PM'. Below the table, it says 'Label Meter Remaining: 0' and 'Data Path: \\Gotham\Work\cdfiles\data'. Underneath is the 'Administrator Controls' section, which includes a 'Data Path' field with the same UNC path and an example: '//server/share/folder'. There are four password fields: 'New User Password', 'Confirm User Password', 'New Administrator Password', and 'Confirm Administrator Password'. At the bottom, there are three buttons: 'Submit Changes to User Manager', 'Refresh Information', and 'Show Administrator Controls'.

Computer Name	Logged On Since	Last Active
DELL4100	4/1/04 11:08:09 AM	4/1/04 12:05:22 PM

Label Meter Remaining: 0
Data Path: \\Gotham\Work\cdfiles\data

Administrator Controls
Data Path: \\Gotham\Work\cdfiles\data
example: //server/share/folder

New User Password:
Confirm User Password:
New Administrator Password:
Confirm Administrator Password:

Submit Changes to User Manager

Refresh Information Show Administrator Controls

Step 1 -- UNC Path

Enter in the UNC path ("//ServerName/Application/DataFolder") for the network share. You may also select the Browse key to open Network Neighborhood and browse for the share. Remember, this is the share you created to store the Lane Guide datafiles -- they should have full permissions.

Step 2 -- Network Password

By default the Network Password is the 5-digit Zip code for the address where we shipped the CD. You may leave this, or set your own unique password. This is the password which ALL users will use to log on. Note: The first time they enter the password, it is saved to their system registry. They will not be prompted to change it unless it is no longer valid.

Step 3 -- Administrator Password

Set this to a unique password that you will remember. If you allow users to have access to the password, they will be able to change setting which may cause the software not to function properly.