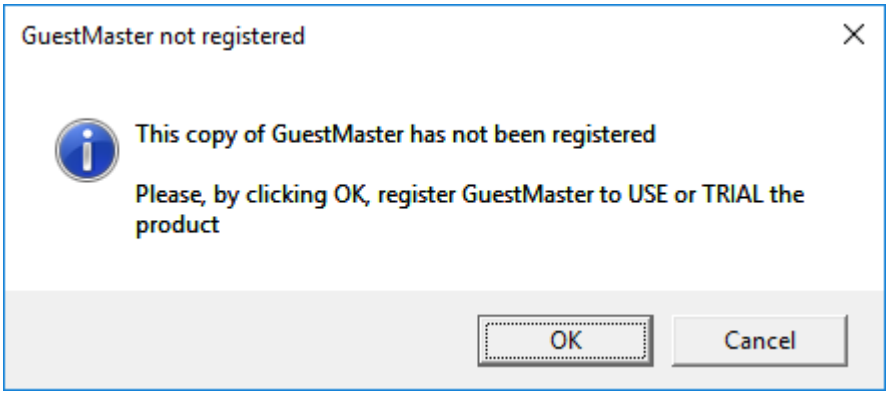
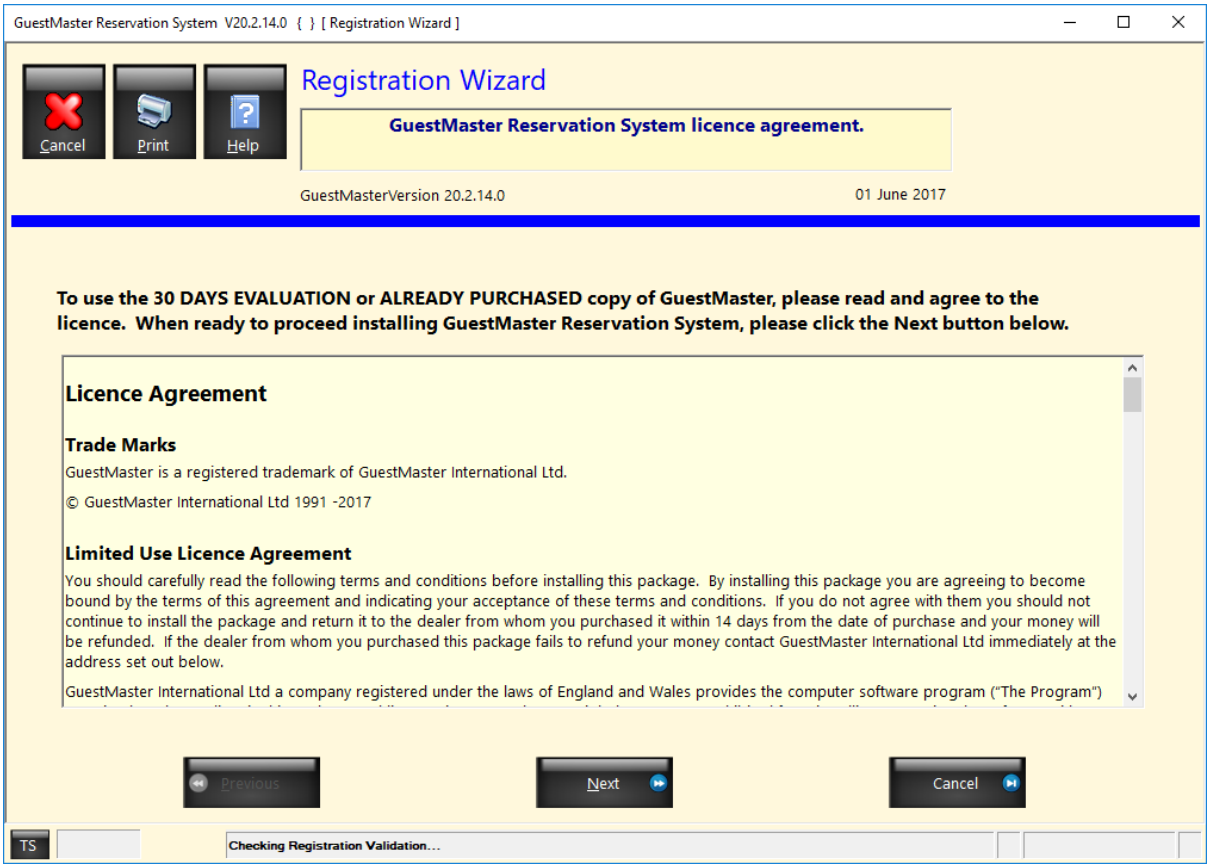
How to Setup GuestMaster on your PC

1. After installing and starting GuestMaster you will see this screen. Click the “Select” button and you will see this message asking you to activate the software.



2. Click “OK”, and you will see this screen

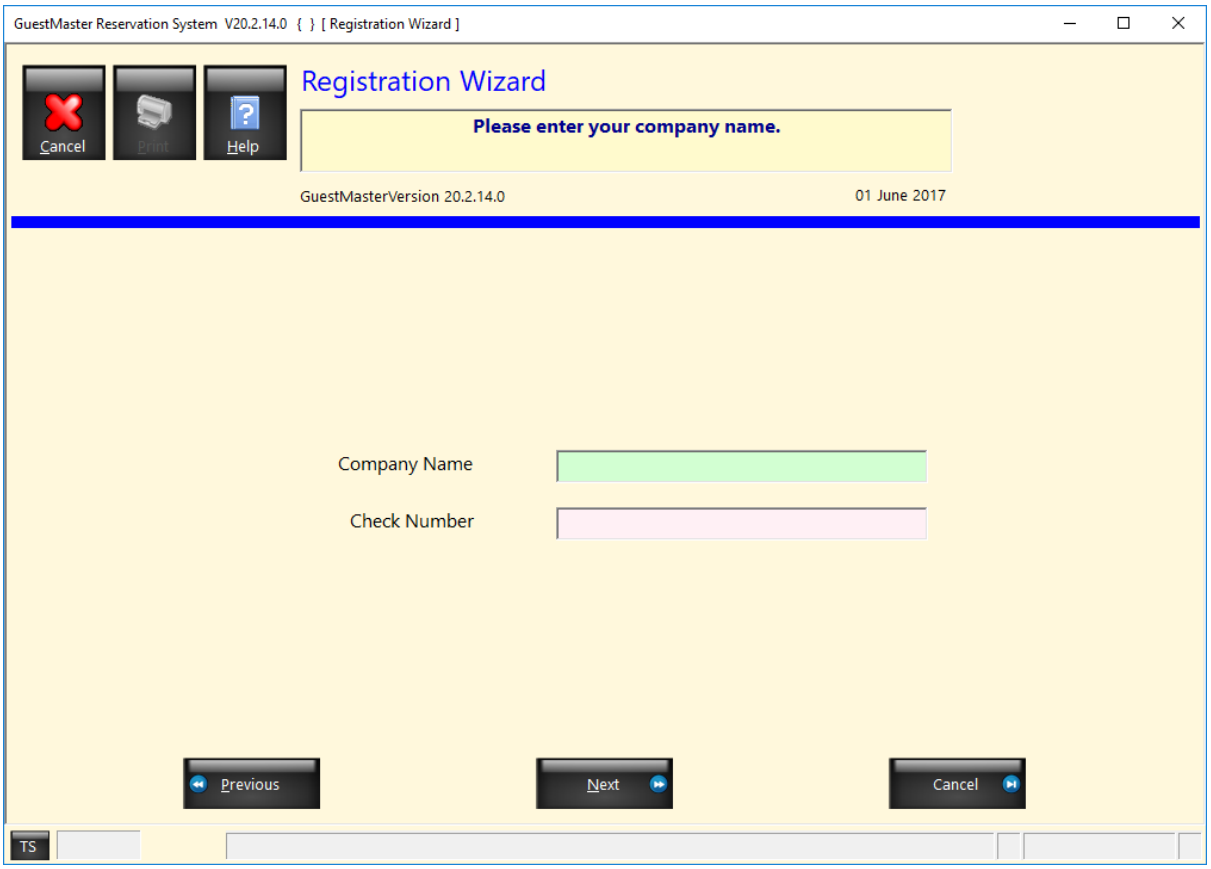


3. Click the “Next” button to agree to the Licence

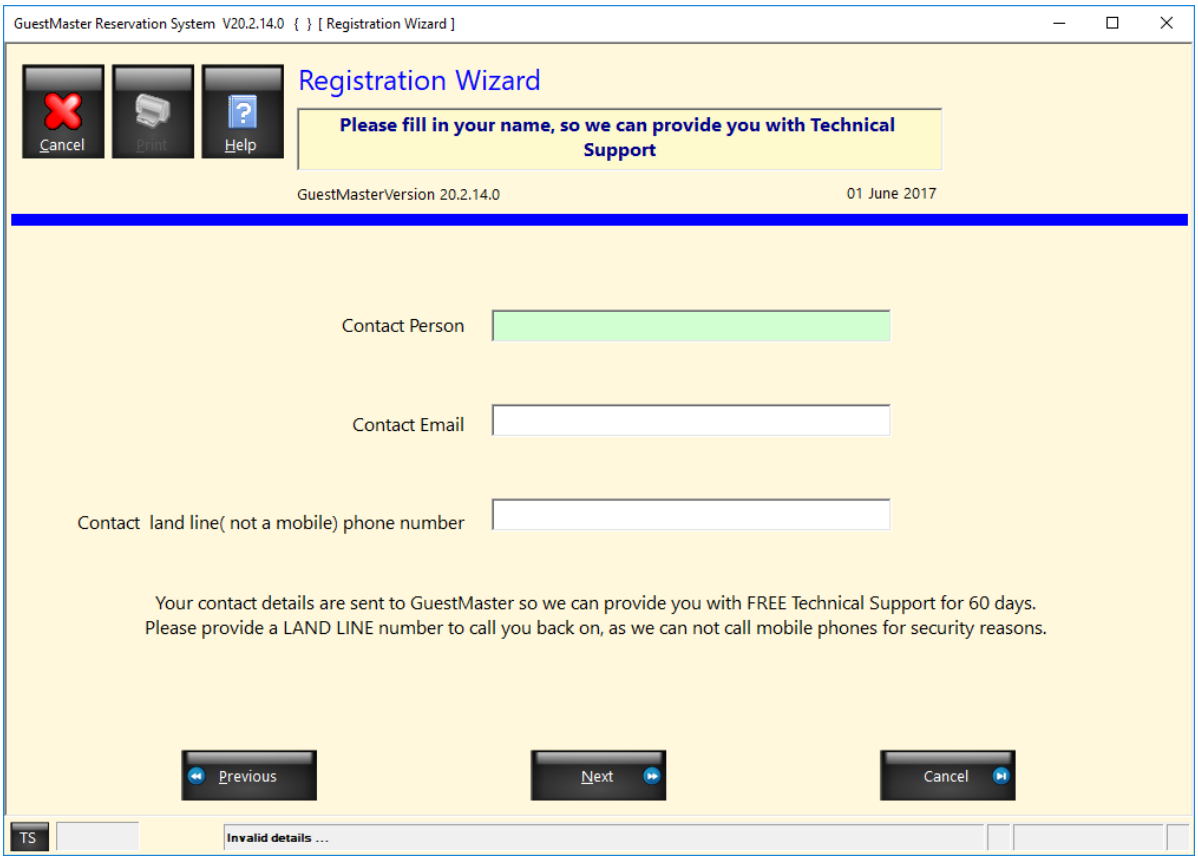
4. **You now need to choose.** If you are Evaluating the software for 30 days, click the “30 Day Trial Evaluation button” or click “Already Purchased”

If you already have a licence, skip to Section 8 in this document.

Evaluating GuestMaster



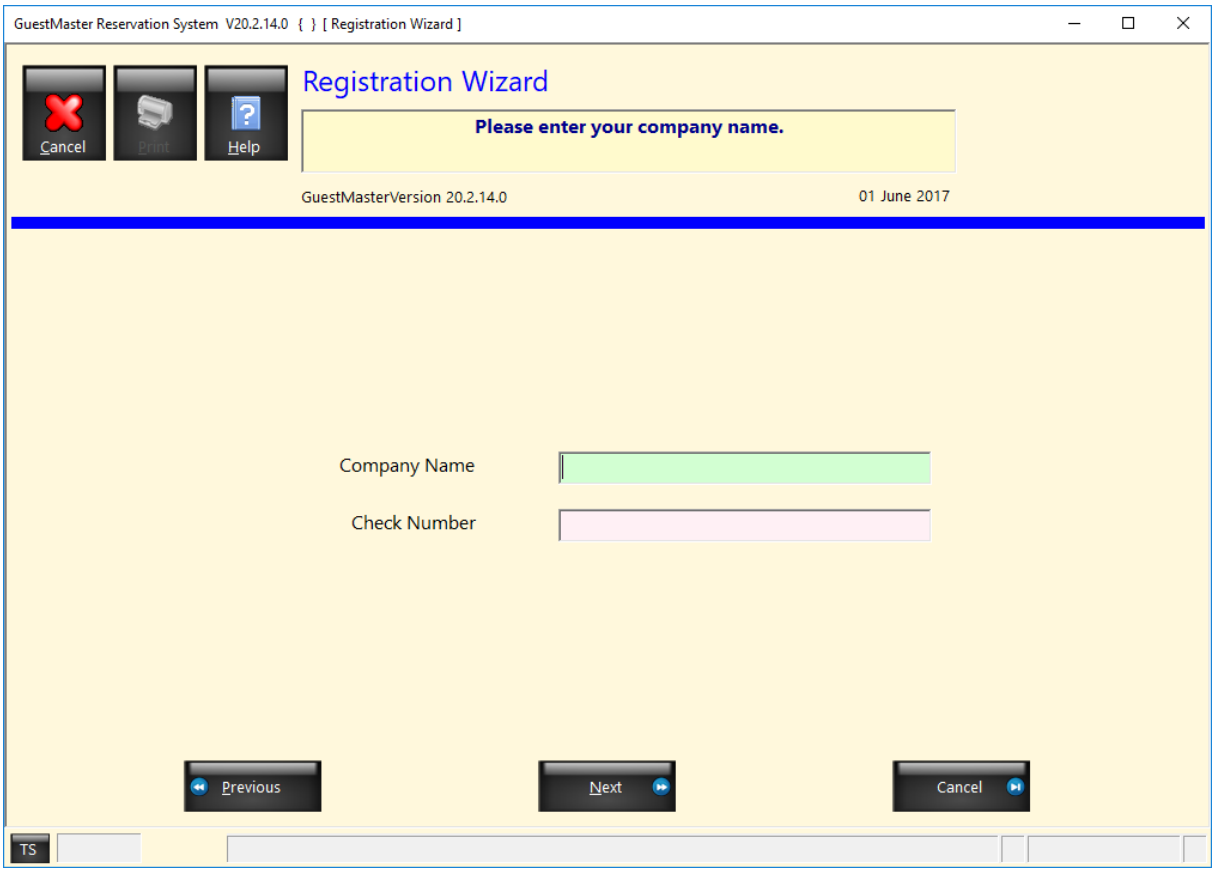
5. If you are evaluating GuestMaster, you will see this screen and you need to type in your Company (Hotel) name.



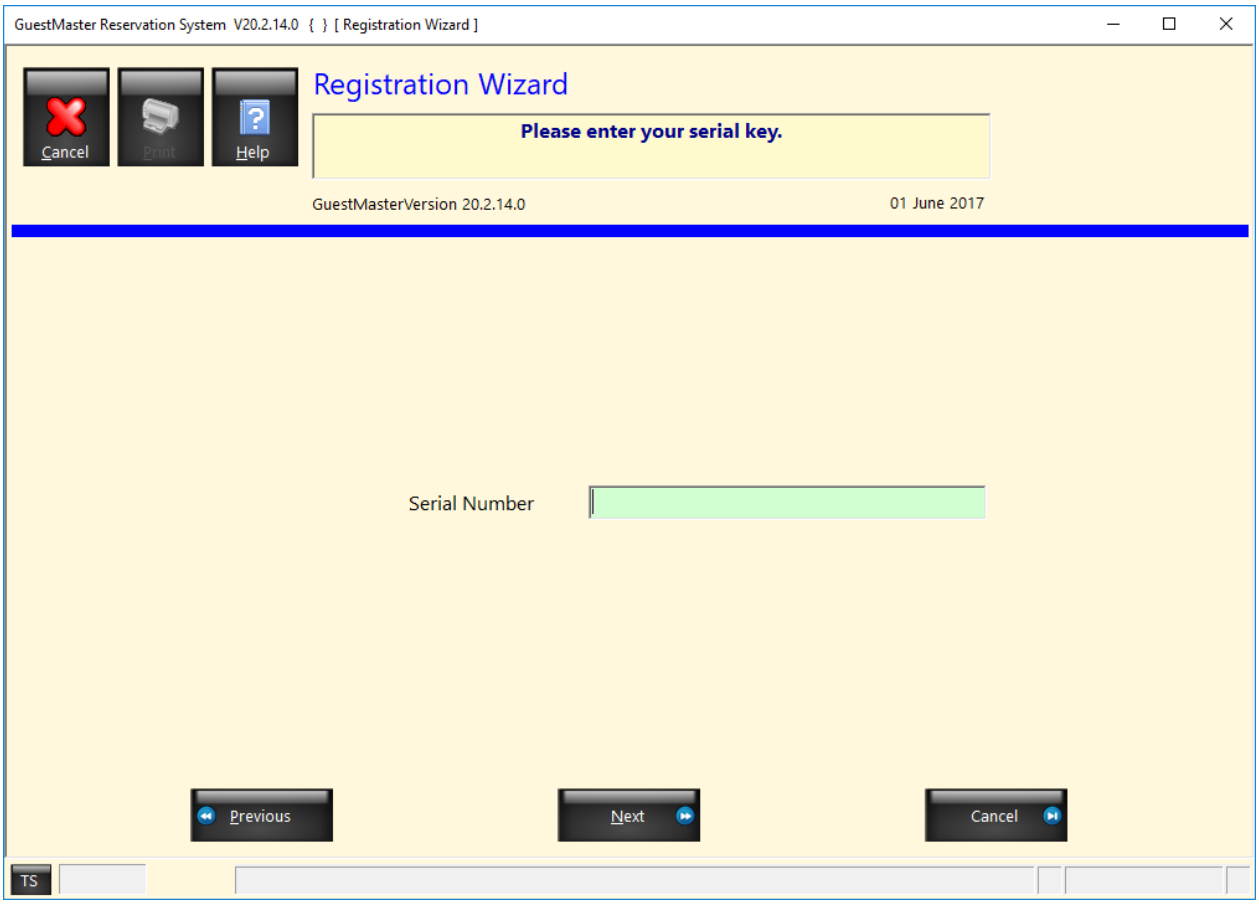
6. Type in your Name, Email and land line phone number (do not use a mobile phone number),

7. This last screen tell you which modules you can evaluate. Module that require additional licences will not be fully working. Now click Finish.

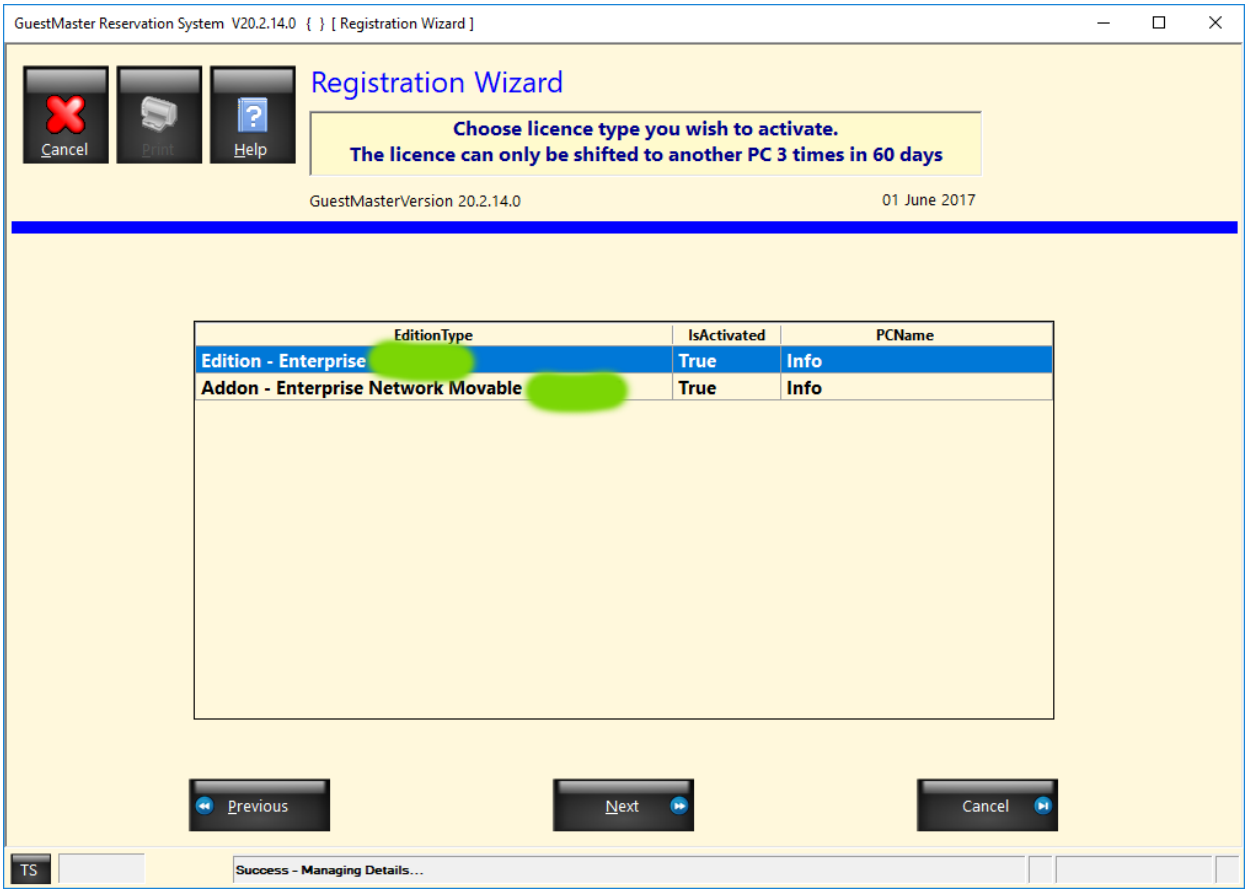
Already Purchased GuestMaster



8. Type in the Company Name given to you by GuestMaster International Ltd



9. Type in the Serial Number given to you by GuestMaster International Ltd



10. Choose if you are activating the Edition of GuestMaster on the first PC, or an Addon Network module if you are installing GuestMaster on a second or more PC to be access across a Network.

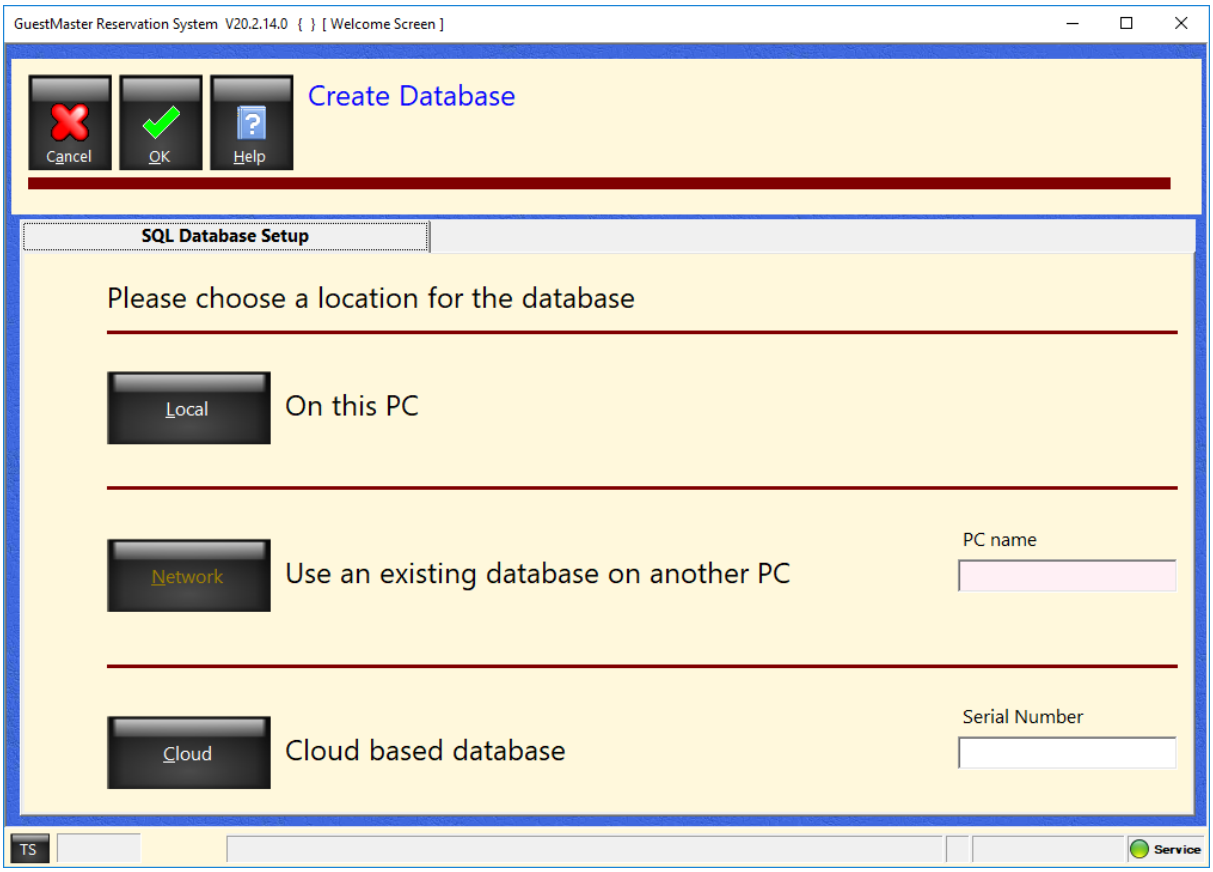
11. You will see this screen if you are installing an Edition, now just click the Finish button.

12. You will see this screen if you are installing a Addon Network module, so just click the Finish button.

Connecting to a database

13. Restart GuestMaster a second time and you will see this screen. Click the “Select” button

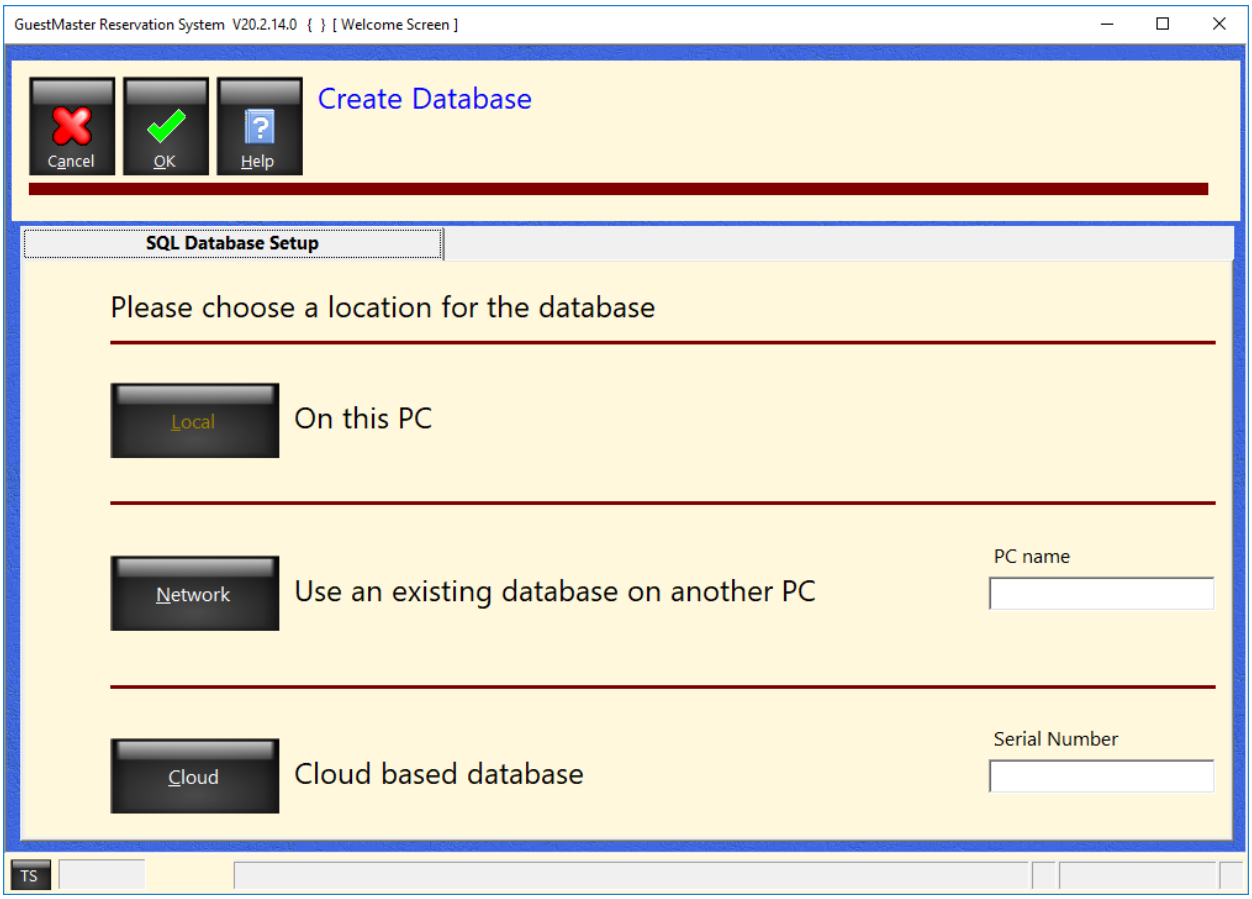
GuestMaster Edition server - Connecting to a database on your Local Drive or on the Cloud



14. If you are setting up a database on the local PC click the Local button and click OK.

If you are connecting to a Cloud database, click the Cloud button, type in your Serial Number, and click OK.

GuestMaster Addon Network module - Connecting to a database across your network or on the Cloud



15. If you are setting up a connection to a database across a local network, click the Network button, and type in the name of the PC that has GuestMaster Edition installed on it (e.g. Reception-PC).

If you are connecting to a Cloud database, click the Cloud button, type in your Serial Number, and click OK.