

# FARM WORKS SOFTWARE

## Quick Start Guide

*(Version 11.0 and higher for Microsoft Windows Operating Systems, and Windows CE or Windows Mobile-Based Pocket PCs)*

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## About Farm Works Software



*Farm Works Software is located at CTN Data Service, Inc. in Hamilton, Indiana.*

**Farm Works Software** is the creator of farm management programs used by today's farmers. Norman Teegardin, the president of CTN Data Service, Inc., and chief executive officer of Farm Works Software founded the company in the summer of 1992. Once a farmer himself, Teegardin knows how time consuming and boring record keeping can be. The object of Farm Works Software is to create a comprehensive farm management system, while keeping it simple and fun!

Farmers have long respected CTN Data Service, Inc. for serving the computer needs of grain elevators and co-ops throughout the Midwest. Since 1992, they have trusted Farm Works Software, a division of CTN Data Service, to meet their software needs.



## Programs Available



Farm Works Software offers a complete suite of farm management programs to meet a wide range of needs for the today's producer. The programs work seamlessly together, each adding features to the software suite. We designed our software to help you, the modern farmer, operate your farm efficiently and with greater profitability. The software does the hard work, so you do not have to work as hard!

### *Farm Works Office Programs*

The Farm Works office programs (Farm Trac+, Farm Funds, Farm Site, Farm Stock and Site Pro) are programmed for personal computers with Microsoft Windows 98 (or later) operating systems. Here is what these software modules offer you:

- **Farm Trac+** – It is the next generation in crop record keeping software. Farm Trac+ is a mapping and field documentation application designed with today's cultivator in mind. This software enables you to draw and virtually farm your fields, automatically keep records of field history and chemical usage, apply direct costs to each field, and plan future farming operations. We know you will find Farm Trac+ to be a real plus when it comes to keeping track of your farm!
- **Farm Funds** – A complete farm cost management program that takes the hassle out of your finances, Farm Funds fully integrates with Farm Trac+ and Farm Stock to maintain your books on both an accrual and the cash basis. This full-featured accounting program gives you the assurance of knowing exactly how profitable each enterprise actually is on your farm. It accurately maintains all the records you need for tax purposes, too. Join the many farmers who are

glad they let Farm Funds save them valuable time and money!

- **Farm Stock** – This software offers something for every livestock manager, no matter how small or large the enterprise. Farm Stock enables you to keep precise records of mating, births, genealogies, weights, and more. The program automatically reminds you of important events, such as dates to give vaccinations. It makes it easy to keep track of every animal, and even gives you the option of adding a digital photo of each one! Farm Stock also makes it easy to print comprehensive reports of any livestock data you need.
- **Farm Site** – This program adds global positioning system (GPS) referenced mapping of your farm to enhance Farm Trac+. Farm Site supports a limitless number of virtual mapping layers that represent everything from soil tests and soil types, to last year's field maps and next year's planting intentions. It is the perfect way to see at a glance the current state of your farming operation, and visually plan your future endeavors! Farm Site reads information from all major yield monitors, and Farm Works Software is committed to supporting the widest possible range of yield monitor data.
- **Site Pro** – Made specifically for crop consultants, co-op managers, seed representatives and other professionals, Site Pro gives you the features of Farm Trac+ and Farm Site for an unlimited number of your customers. With Site Pro, you may have all of your clients' virtual layers of mapping data readily available. You also get the U.S. Geological Survey (USGS) Roads and Waterways compact disk, which has the roads and watercourses for all of your customers.

**NOTE:** To purchase Farm Works Software programs please call our toll-free phone number **1-800-225-2848** and speak to one of our helpful sales team members, or order online at [www.farmworks.com](http://www.farmworks.com).

### ***Farm Works Mate Programs***

The Farm Works Mate programs (Trac Mate, Site Mate, Guide Mate and Stock Mate) are designed for handheld computers, such as Windows CE or Windows Mobile-based Pocket PCs. You may also install the programs on notebooks, laptops and tablet PCs with Windows 98 (or later) operating systems.

- **Farm Trac Mate** – The perfect companion to Farm Trac+, Farm Trac Mate works with Farm Trac+ to provide exact field record keeping. Farm Trac Mate lets you enter field data when it is convenient for you—while you are still in the field! It takes the hassle out of keeping records to give you more time on the farm and less time in the office.
- **Farm Site Mate** – This software gives you the power of Farm Site in the palm of your hand! Farm Site Mate lets you use a handheld computer and GPS receiver to get site-specific mapping, scouting and soil sampling while you are in the field. You may then save the data to your personal computer running Farm Site when you return home. Farm Site Mate also works with most variable rate controllers to assure that you have precise application of your product.
- **Farm Stock Mate** – This program takes the pain out of entering records when you return to the office. With Farm Stock Mate, all you have to do is take your handheld device with you to the barn or pasture and enter records on the fly. When you return to the office, just save the information to your desktop computer that is running the Farm Stock program. Farm Stock Mate makes it that simple!
- **Guide Mate** – The guidance module of Farm Site Mate adds an on-screen light-bar to keep you on an almost perfectly straight path. Developed by Raven Industries, Guide Mate is the first product to provide an affordable guidance solution that works on industry standard handheld devices. The Guide Mate light-bar is easy to follow, and the software integrates fully with Farm Site Mate so you may quickly access maps of your field while you are planting, spraying, or harvesting.



## Installing the Software



You may install the Farm Works office suite programs (Farm Trac+, Farm Funds, Farm Site, Farm Stock and Site Pro) on a notebook, laptop, tablet, or desktop personal computer running the Microsoft Windows 98, Windows 98 Second Edition (SE), Windows 2000 Professional, Windows Millennium Edition (ME), Windows XP Home, or Windows XP Professional (or newer) operating system.

You may install the Farm Works Mate programs (Farm Trac Mate, Farm Site Mate, Guide Mate and Farm Stock Mate) on a handheld computer, such as a Microsoft Windows CE or Windows Mobile-based Pocket PC. You may also install the Mate programs on a notebook, laptop, tablet, or desktop personal computer running Windows 98 (or a later Microsoft operating system).

### ***System Requirements for a Personal Computer***

Before you install your Farm Works Software modules on a notebook, laptop, tablet, or desktop personal computer, make sure that the computer meets, or exceeds, the following *minimum* recommended hardware requirements:

- **Processor** – 150 megahertz (MHz) Intel Pentium, AMD Athalon, IBM/Cyrix 6x86, or later processor.
- **Memory** – 64 megabytes (MB) or more Random Access Memory (RAM).
- **Hard Drive Space** – At least 20 megabytes (MB) for each program you wish to install (except for Farm Funds and Site Pro, which requires at least 40 MB each).
- **Video Card/Controller** – Super Video Graphics Array (SVGA) compatible video card or integrated controller capable of 256 colors and 800 x 600 (or higher) resolution.

- **Monitor** – SVGA 15-in. monitor or better.
- **Optical Drive** – 12x (or faster) CD-ROM, DVD-ROM, or other optical drive (one required).
- **Dial-up Modem, Cable Modem, DSL Modem, or Other Internet Connectivity Device** – Capable of a 45.0 kilobits per second (Kbps) or faster connection to an Internet service provider (optional, but needed to download satellite images of your farm(s) to use with Farm Site or Site Pro).
- **Other Hardware Devices** – Printer, keyboard, and Microsoft Mouse or other pointing device (required); 3 ½-in. high-density floppy disk drive (optional).

**NOTE:** For the minimum system requirements to install Farm Works Mate software on a Windows CE or Windows Mobile-based Pocket PC see the section *System Requirements for a Handheld Device*.

### ***Before You Install Farm Works Software***

The Farm Works Software compact disk (CD) includes all the Farm Works office and Farm Works Mate programs. To install the software, you will need the CD key numbers, which are located on the label affixed to your Farm Works CD case. *Do not lose the CD key numbers. You will need them when you install, or later reinstall, the software.*

We recommended you install *all* the Farm Works programs you purchased *at the same time*. This is necessary for the software to work seamlessly together. If you install a new Farm Works program later, you will have to reinstall all of the other programs you purchased when you install this new application. In addition, Farm Site and Farm Funds require you to install Farm Trac+.

**NOTE:** To purchase additional Farm Works Software applications, please call **1-800-225-2848** to speak to a member of our knowledgeable and friendly sales staff (or call **1-260-488-3388** if you reside outside the US). The times our sales staff members are available are listed at our website at [www.farmworks.com](http://www.farmworks.com).

If you are reinstalling or updating the Farm Works office software, it is not necessary to first uninstall the previous versions of the programs through the Add Or Remove Programs applet in the Windows Control Panel of your desktop computer. Neither do you have to do a hard reset of your handheld computer before reinstalling the Farm Works Mate programs (however, you should exit the Farm Works Mate program before reinstalling the software by choosing **Exit** from the Farm Works Mate **File** menu).

Reinstalling or updating the software should not cause the loss of data. However, as with any software installation, we recommend that you backup all of your farm project, and other important data, before updating or reinstalling the Farm Works Software programs.

**NOTE:** For instructions on backing up and restoring your vital farm project data, see the manual that accompanied your Farm Works Software purchase, or call **1-800-225-2848** to order the latest complete user guide for your software.

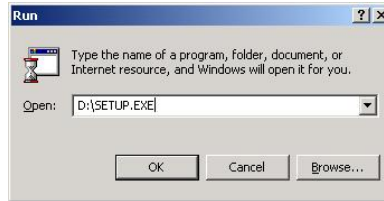
### ***Installing the Software on a Personal Computer***

**NOTE:** For instructions on installing Farm Works Mate software on a Microsoft Windows CE or Windows Mobile-based Pocket PC, please see the section *Installing the Software on a Handheld Device*.

To install the Farm Works office suite or the Farm Works Mate software on a notebook, laptop, tablet, or desktop personal computer, please follow these instructions:

1. Start your computer.
2. When you reach the Windows desktop, insert the Farm Works Software installation CD in your CD-ROM, DVD-ROM, or other optical drive.

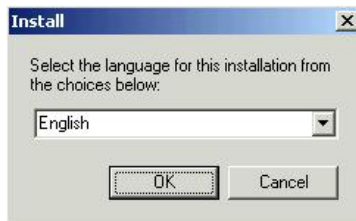
3. If the installation program does not automatically start, select **Start** and then **Run**. In the Run dialog box, type **D:\setup.exe** (where D: represents the letter for your optical drive) and select **OK**.



4. The Farm Works Software splash screen appears.



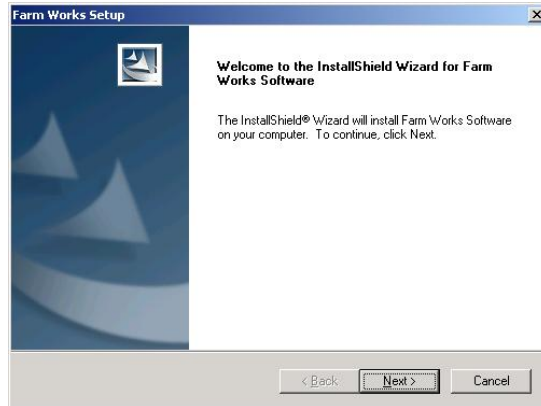
5. To install Farm Trac+, Farm Funds, Farm Site and Farm Stock, select **Install Farm Works Office Programs**.
6. If you want to install Farm Site Pro, select **Install Farm Site Professional**.
7. If you intend to install Farm Trac Mate, Farm Site Mate, or Guide Mate, select **Install Farm Works Mate Programs**.
8. If you want to install Farm Stock Mate, select **Install Stock Mate Program**.
9. If you decide to view the demonstrations of the software before you begin the installation, select **Tutorials, Demos And Manuals**.
10. The Install dialog box appears with instructions to select the language for the software. The selected language appears throughout the programs installed. Select **OK**.



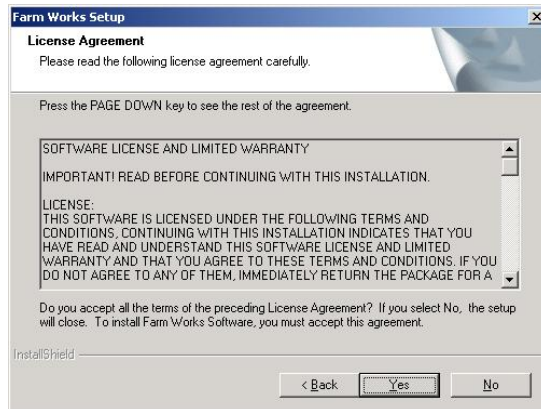
11. The InstallShield wizard prepares to guide you through the setup process.

**NOTE:** The instructions below are for installing to a computer running Windows 98 (or later). If you are installing Farm Works Mate software on a Windows CE or Windows Mobile-based Pocket PC, follow the instructions in the section *Installing the Software on a Handheld Device*.

12. Farm Works Setup window displays the Welcome page. Select **Next** to continue the installation process, or **Cancel** to stop the installation (if you select Cancel, Setup will not install Farm Works software at this time).

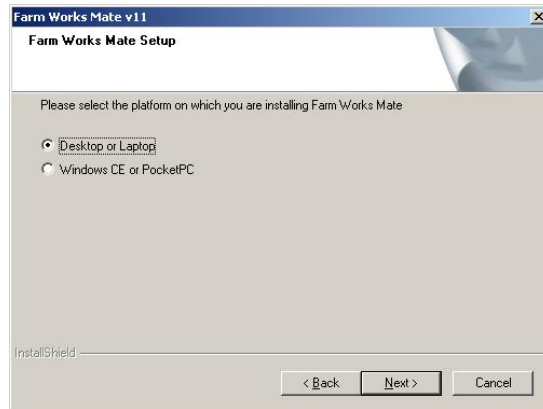


13. Setup displays the License Agreement. Read the agreement and select **Yes** if you agree with the terms. (If you select **No**, Setup will not continue.)

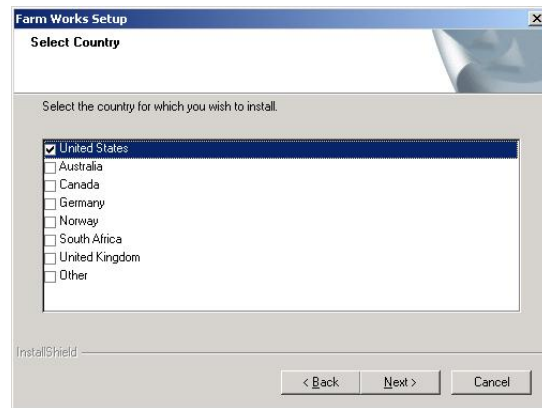


#### IV. Installing Farm Works Software

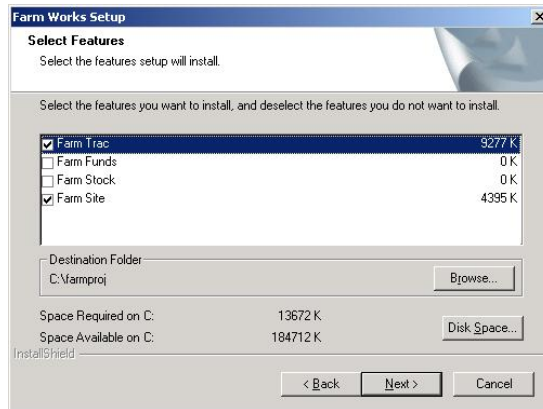
14. If you are installing the Farm Works Mate, Setup asks for the platform of the system on which you are installing the software. Choose Desktop or Laptop and select **Next**.



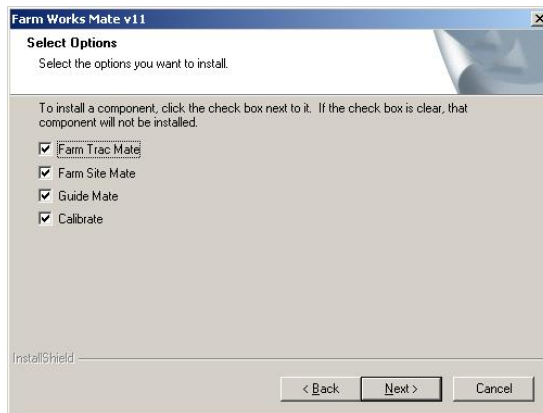
15. If you are installing Farm Works office software, Setup asks for the country where you live. If you live in the US, leave the default selection. Otherwise, pick a different country. Select **Next**.



16. If you are installing Farm Works office software, Setup asks which features (or programs) to install. Check every program you have purchased.

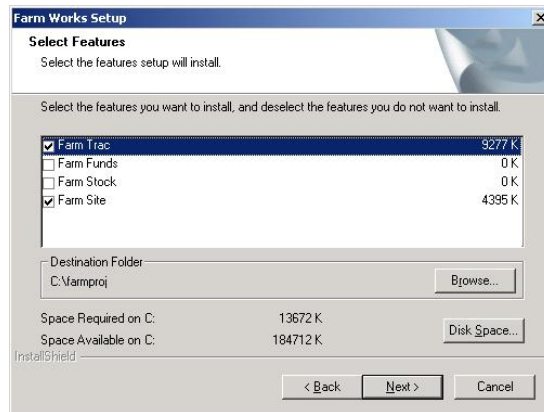


17. Do the same if you are installing the Farm Mate software.



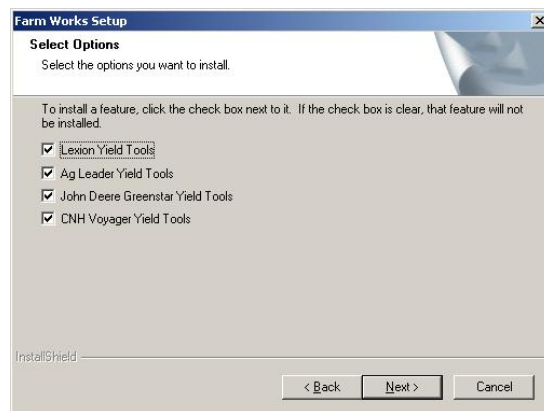
**IMPORTANT:** Select Calibrate if you are installing Farm Site Mate. Calibrate lets you download satellite images from the Web to use with the software.

18. The default location where Setup will install the software is the **farmproj** folder on your C: drive. Select **Next**.



**IMPORTANT:** You must install Farm Trac with the other software, or you may receive a stop error stating, "Farm Trac is a required component when selecting Farm Funds or Farm Site" and Setup will end.

19. Setup asks for the yield monitor tool(s) you want it to install. Check one or more yield tool(s) and select **Next**.



**NOTE:** Unlike the other yield monitor software, you must purchase the Lexion yield tools. You may do so by pointing your Web browser to [www.farmworks.com](http://www.farmworks.com) or calling our sales team at **1-800-225-2848**.

20. Setup then requires you to enter the CD key number for each of the Farm Works Software applications you have purchased. The CD keys are on a label affixed to the case for your Farm Works Software installation CD.

**NOTE:** If the Enter CD Keys page has the textboxes next to programs that you purchased grayed out so you cannot enter the key numbers, then you did not select those programs. To correct this, select **Back** until you arrive at the Select Features or Select Options page. Then, select all the programs you purchased and select **Next** until you return to the Enter CD Keys page.

21. Enter the exact CD key numbers for every program you have purchased, verify they are correct, and select **Next**.

Farm Works Setup

**Enter CD Keys**  
Enter the CD Keys for each product

Please enter the CD keys for the following packages.  
The CD keys can be found on a card enclosed with your purchase.

Farm Trac: 11111 - 2222 - 3333

Farm Funds: 11111 - 4444 - 5555

Farm Stock: 11111 - 6666 - 7777

Farm Site: 11111 - 8888 - 9999

InstallShield:

< Back   Next >   Cancel

**IMPORTANT:** Keep the CD case that has the label with your CD keys in a safe place so the keys will not become lost. You may need them if you have to reinstall the software. If you lose the CD keys, you may call Farm Works Software support at **1-260-488-3492**.

#### IV. Installing Farm Works Software

22. If you enter an incorrect CD key, you will receive a stop error that indicates this. Simply select **OK** to close the error message box, enter the correct CD keys, and select **Next**.

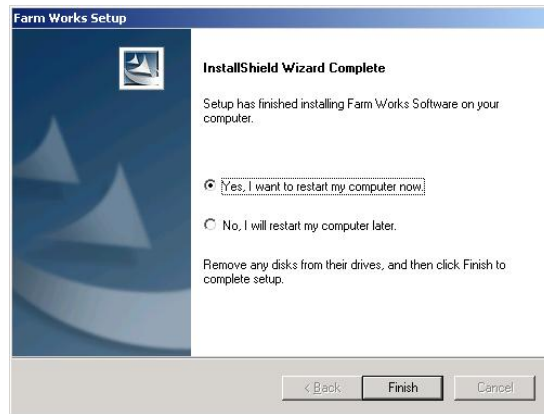


**NOTE:** To purchase the CD keys required to install additional programs, call **1-800-225-2848** to speak to one of our helpful sales team members.

23. If you are installing Farm Mate software, Setup shows the location where it will install the programs. Select **Next**.
24. Setup asks for the name to give the folder it will add to the Windows Start menu. The default name is Farm Works Software. You may change the name by typing a new name in the Folder Name textbox, or keep the default name. Select **Next**.



25. When the installation is complete, choose Yes, I Want To Restart My Computer Now, and select **Finish**.



### ***System Requirements for a Handheld Device***

Before you install the Farm Works Mate programs (Farm Trac Mate, Farm Site Mate, Guide Mate and Farm Stock Mate) on a handheld computing device, such as a Compaq or HP iPAQ Windows Mobile-based Pocket PC, make sure that the device meets, or exceeds, the following *minimum* recommended requirements:

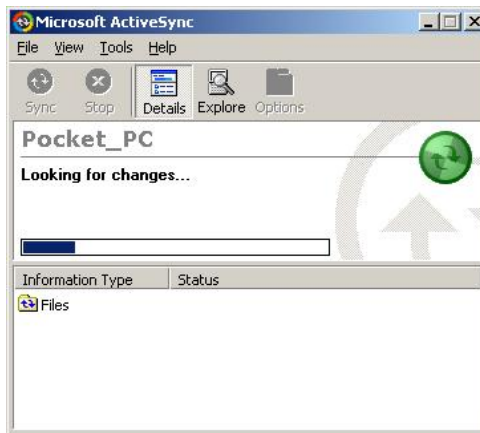
- **Operating System** – Microsoft Windows CE 2.1, Windows Mobile, or later.
- **Memory** – 8 megabytes (MB) Random Access Memory (RAM) or greater for each Farm Mate program you install.
- **Storage Card** – 16 MB or greater CompactFlash (CF), MultiMediaCard (MMC), PC Card (PCMCIA), Secure Digital (SD), or other storage card recommended by your handheld device manufacturer (optional, but recommended).

## ***Installing the Software on a Handheld Device***

**NOTE:** For instructions on installing Farm Works software on a notebook, laptop, tablet, or desktop personal computer, please see the section *Installing the Software on a Personal Computer*.

To install the Farm Works Mate software on a handheld computer, please follow these instructions:

1. Connect your handheld computing device (such as an HP iPAQ Pocket PC) to your personal computer according to the manufacturer's instructions. (See the documentation provided by the manufacturer of your handheld device.)
2. Turn on your handheld device, and synchronize it with your personal computer according to the manufacturer's instructions. (For example, if you have an HP iPAQ Pocket PC, the Microsoft ActiveSync window will appear and automatically begin the synchronization process.)

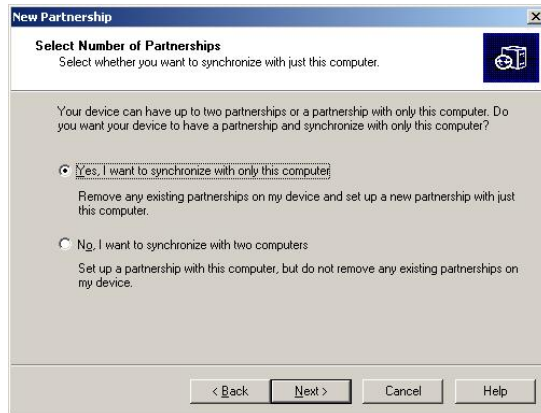


**NOTE:** If you have already established a partnership between your handheld and desktop computer, skip to the end of this section.

3. If you have not previously established a partnership with the handheld device, Windows displays the New Partnership wizard. Select **Yes** to set up the partnership, and select **Next**.



4. The New Partnership wizard displays the Select Number of Partnerships page. If you are creating a partnership with only this handheld device, select **Yes, I Want To Synchronize With Only This Computer**. Then, select **Next**.

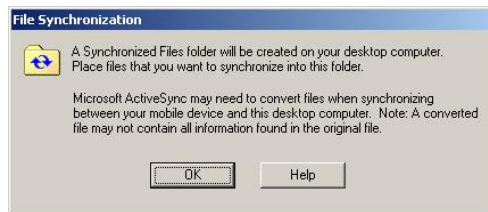


**NOTE:** It will not create any problems to answer No to the Select Number Of Partnerships page. Choosing No will leave open the option to create another partnership between the handheld computer and a second desktop or laptop computer.

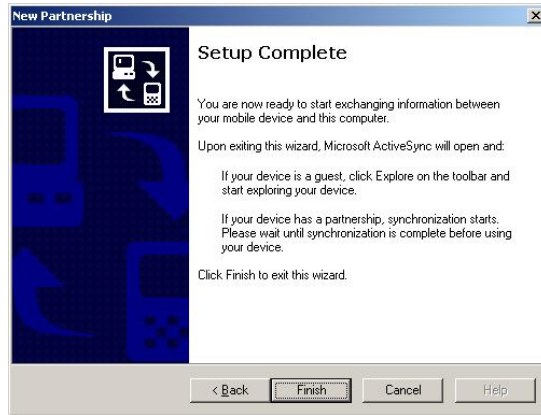
- In the Select Synchronization Settings page make sure Files is checked and select **Next**.



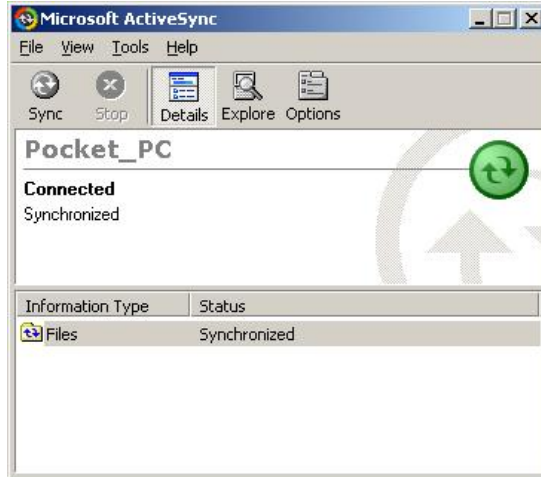
- The File Synchronization message box appears and asks if you want the wizard to create a Synchronized Files folder in the My Documents folder of your desktop computer. Select **OK** to create the folder.



7. The New Partnership wizard indicates the setup is complete. Select **Finish**.

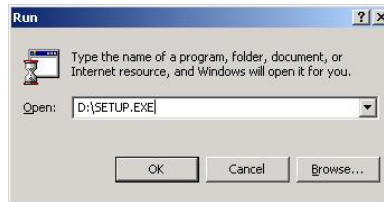


8. Microsoft ActiveSync synchronizes the handheld device with the desktop computer and indicates when it is finished.



#### IV. Installing Farm Works Software

9. When the synchronization completes, insert the Farm Works Software installation CD in the optical drive of the computer to which the handheld device is connected.
10. If the installation program does not automatically start, select **Start** and then **Run**. In the Run dialog box, type **D:\setup.exe** (where D: represents the drive letter for the optical drive) and select **OK**.



11. The Farm Works Software splash screen appears.



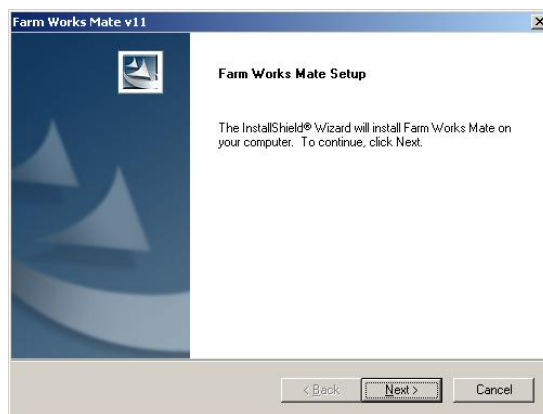
12. If you want to install Farm Stock Mate at this time, select **Install Stock Mate Program**. Otherwise, select **Install Farm Works Mate Programs**.

**NOTE:** You must install Stock Mate separately from other Farm Works Mate programs. Stock Mate will have a separate icon in the Programs display of the Windows CE or Windows Mobile-based Pocket PC.

13. The Install dialog box instructs you to select the language to use. The software uses the selected language throughout the program installed. Select **OK**.

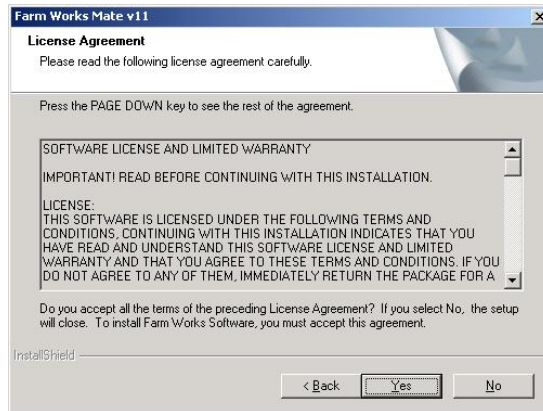


14. The Farm Works Mate Setup page appears. Select **Next** to continue the installation, or **Cancel** to quit Setup. (If you select Cancel, the software installation will not complete.)

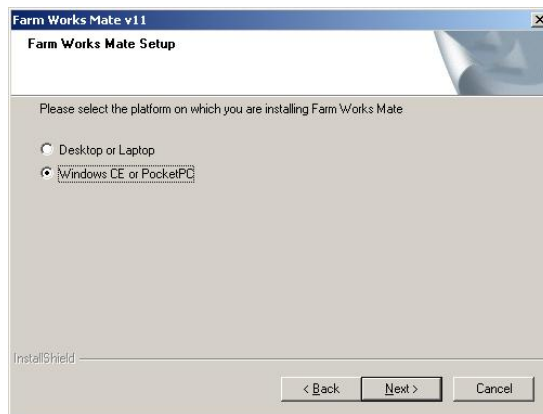


#### IV. Installing Farm Works Software

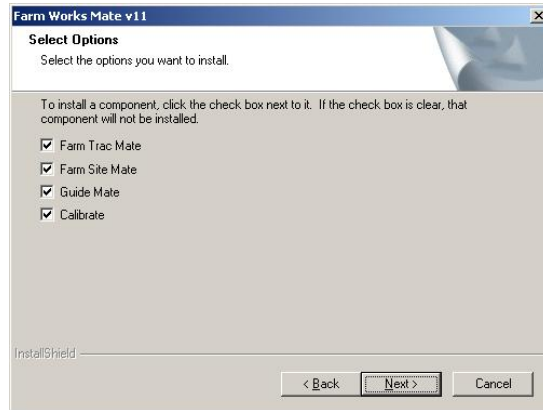
15. Setup displays the License Agreement. Read the agreement and select **Yes** if you agree with the terms. (If you select **No**, Setup will not continue.)



16. Setup asks you to choose the platform (or type of computing device) on which you are installing the software. Choose Windows CE Or Pocket PC and select **Next**.



17. Setup displays the Select Options page. Check every program you have purchased, and select **Next**.



**IMPORTANT:** Be sure to check the Calibrate if you are installing Site Mate. Setup will install Calibrate on your desktop computer.

18. Setup asks for the CD key for each of the Mate programs you purchased (the keys are on the label of the software CD case). Enter the correct keys and select **Next** for each.



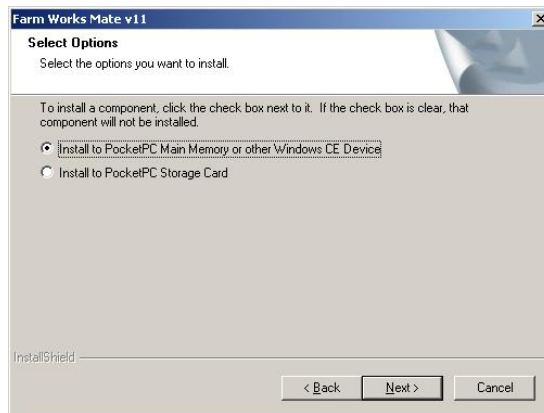
**IMPORTANT:** To use the Farm Works Mate software on more than one handheld computer, you are *required* to purchase a separate CD key for each device (for example, you must purchase two CD keys to install Site Mate on two Pocket PCs). Call **1-800-225-2848** to order more CD keys.

19. A stop error appears if you entered an incorrect CD key. Select **OK** to close the error message box, enter the correct CD key numbers in Setup, and select **Next** to continue.



**NOTE:** If you lose the CD keys, you may call Farm Works Software technical support by dialing **1-260-488-3492**.

20. Setup displays the Select Options page. Choose whether you want to install the software to the main memory (RAM) or to a storage card. Then, select **Next**.

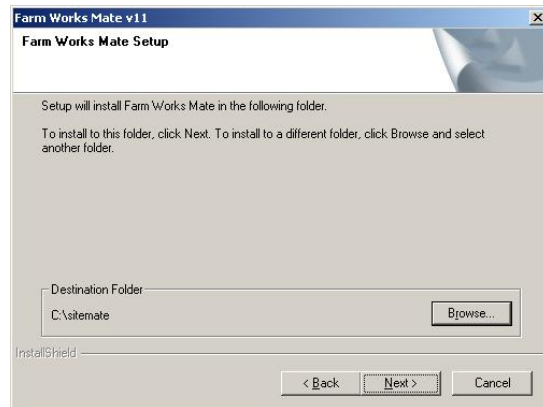


**NOTE:** If your handheld computer has a storage card (such as a CompactFlash (CF) or Secure Digital (SD) storage card), we recommend you select Install To Pocket PC Storage Card. This way, you will not have to reinstall the Mate programs if the lithium ion battery of the device loses its charge. If you do *not* have a storage card, select Install To Pocket PC Main Memory Or Other Windows CE Device.

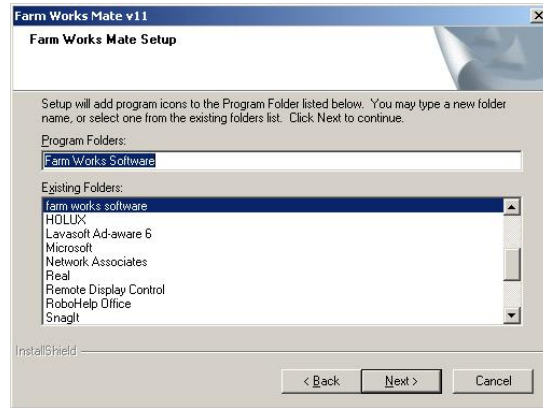
21. If you chose to install to the storage card and did not properly install the card in the handheld computer, Setup displays an error indicating it could not detect the card. Select **OK**. *Setup will end, and you will have to begin the installation process from the beginning.*



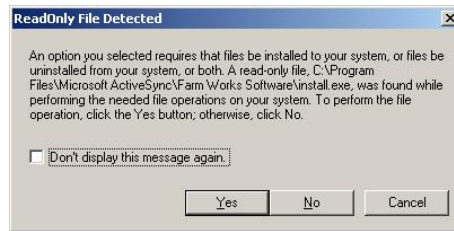
22. Setup indicates where it will install the Calibrate utility, which you may use to download satellite images of your farm from the Internet to import into the Site Mate program. Select **Next**.



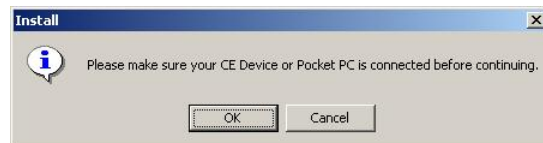
23. Setup shows the name of the Start menu folder where it will install the shortcut to Calibrate. Select **Next**.



24. Setup shows the progress as it copies files. If it detects files of a previous version of the software with read-only attributes, it asks if you want to replace them. Select **Yes**.



25. A message box asks if you are certain your handheld device is connected and synchronized. Verify that it is, and select **OK**.

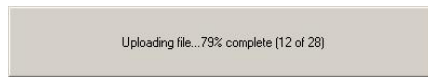


**IMPORTANT:** You should connect your handheld computer to your desktop computer and synchronize it according to the instructions of the manufacturer of the device. You must do this *before* you select OK to the Install message box. To verify the synchronization, confirm that the Microsoft ActiveSync icon in the Windows taskbar notification area is green and not gray.

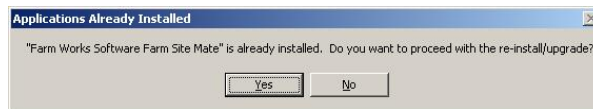
26. If the handheld computer is not properly connected, a RAPI Failure stop error appears. If this happens, select **OK** to the error message. *You will have to start the installation process from the beginning.*



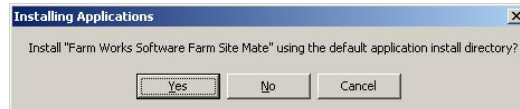
27. If your handheld computer is connected and synchronized, Setup shows the progress of uploading files.



28. If you are updating or reinstalling the software, a message box asks if you want to do so. Select **Yes**.



29. A message box asks if Setup should install the software in the default location. Unless you have a good reason to change this location, select **Yes**.



30. Setup shows the progress as it downloads setup files to the handheld computer. When prompted, observe the handheld computer to see if any further steps are required to finish the installation. Select **OK**.

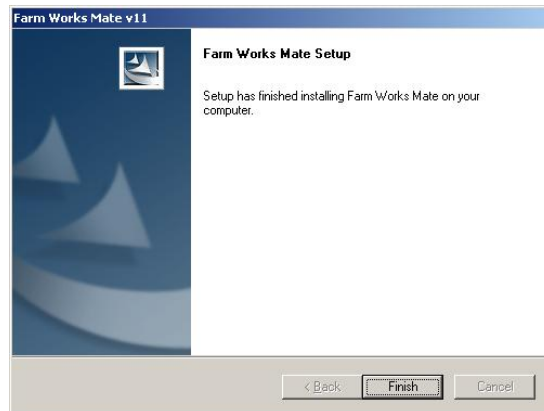


31. If you chose to install to a storage card, Setup asks you to do a soft reset on your handheld device. Select **OK**.

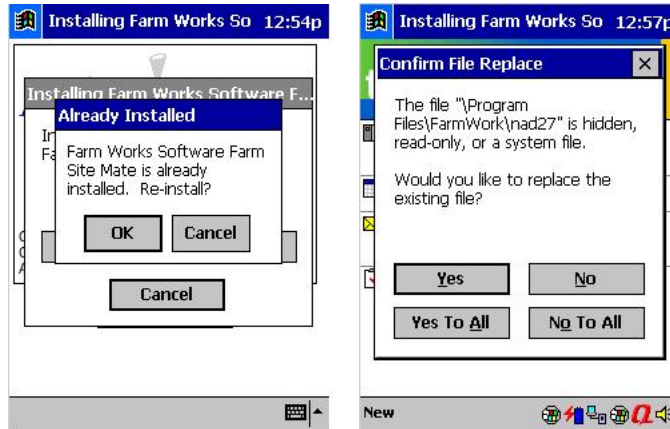


**NOTE:** Follow the instructions in the section *Resetting a Handheld Device* to complete a soft reset on your handheld computing device.

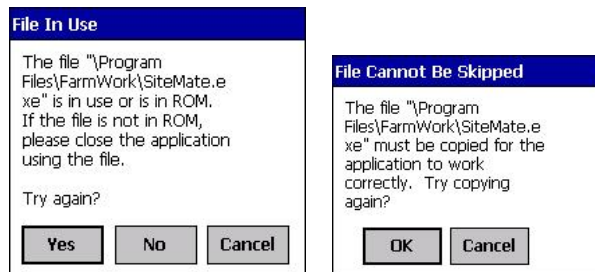
32. Select **Finish** when Setup indicates it has completed the desktop computer portion of the software installation.



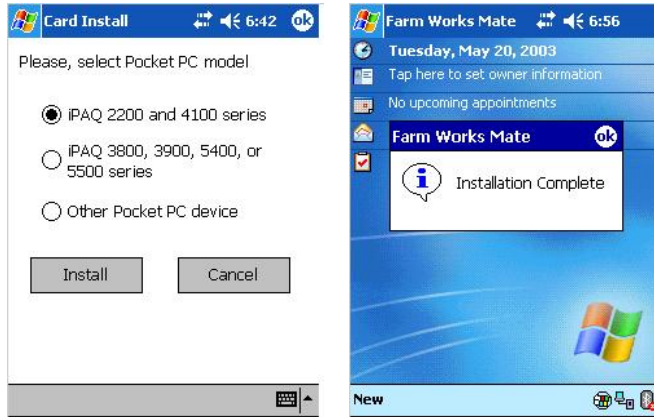
33. Setup returns to the Farm Works Software splash screen. Select **Exit**, and then observe the handheld computer to see if there is anything to do to complete the installation.
34. Setup may continue the installation on the handheld device and ask if you want to reinstall. Select **OK**. If it asks if you want to replace existing files, select **Yes To All**.



35. If a previous version of the program is running on the handheld computer, Setup indicates this with a File In Use or File Cannot Be Skipped error. Close the Mate program before continuing: Select **Start | Programs | Farm Works Mate**. In the Mate program select **File | Exit**. Once the program is closed, select **Yes** or **OK** to the error message.



36. Setup asks for the model of handheld computer on which you are installing the software. Make a selection and choose **Install**. A message box indicates when the installation process is complete. Select **OK**.



### ***Resetting a Handheld Device***

If you installed the Farm Works Mate software to a storage card, you will have to complete a soft (or normal) reset of the handheld computer to finish the installation. Doing a soft reset restarts the device as pressing the Ctrl, Alt, Del keys restarts a desktop computer. It does not affect data you have saved. If you are using an HP iPAQ Pocket PC, you may perform a soft reset this way:

1. Use the tip of the stylus to lightly press and hold the reset button (or reset switch) for about two seconds, then remove the stylus.



**NOTE:** Different makes and models of handheld computers have different locations for the reset button. Some have the button on the side and some have it on the back of the device. See the documentation from the manufacturer of your device for the location of the reset button.

2. The device will restart in approximately five seconds and display the Today or Welcome screen.
3. When the reset finishes, Setup will install the Mate program from the storage card to the Windows CE main memory (RAM) of the handheld computer.

**IMPORTANT:** You may also use a soft reset on rare occasions when a your handheld device fails to respond (or hangs). If a soft reset fails to correct the problem, you will then have to do a hard (or full) reset. You should do a hard reset as a last resort only, as all information stored in the hard reset will restore the handheld computer to the default settings and programs and erase all information in RAM. See the documentation provided by the manufacturer of your handheld computer for instructions on how to complete a hard reset.

## Starting the Software



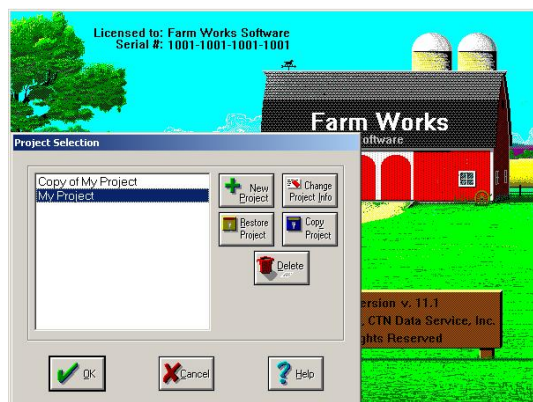
You can open your Farm Works Software applications the same way you open other programs in Windows operating systems, by using the shortcuts to the programs.

### *Starting the Software on a Personal Computer*

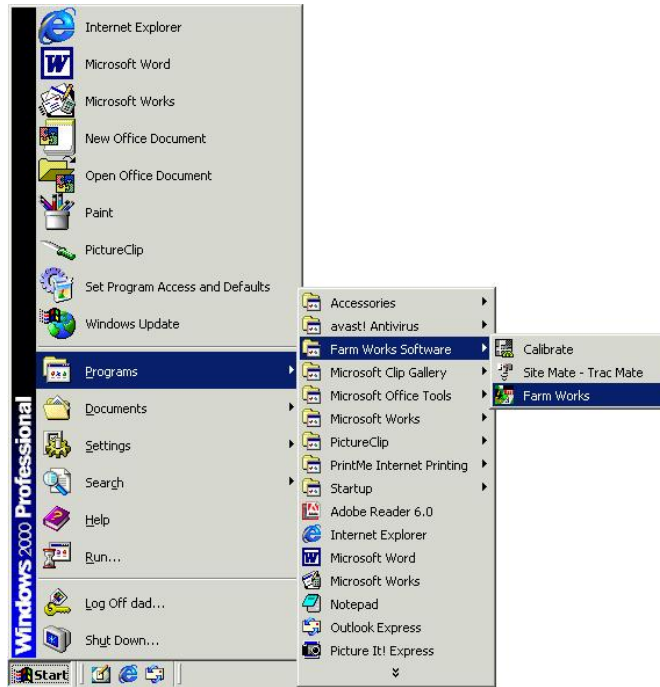
Starting your new Farm Works software is easy! If you are using a personal computer, double-click on the **Farm Works**, **Farm Stock**, or **Site Mate – Trac Mate** icon that Setup created on your desktop.



Use the Project Selection dialog box to open an existing project by double-clicking the project name, or to create a new project by selecting the New Project button. Then, select **OK**.



An alternate way to start the software is to select the Windows **Start** button, then select **Programs** (or **All Programs** in Windows XP) from the Start menu. In the fly-out menus, select the **Farm Works Software** program folder, and then choose the **Farm Works** icon, **Farm Stock** icon, or **Site Mate – Trac Mate** icon.



### ***Starting the Software on a Handheld Device***

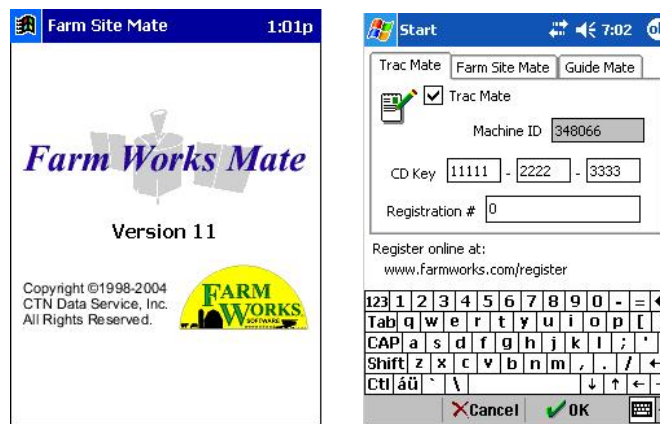
To start your Farm Works Mate software on a handheld device running Windows CE or Windows Mobile, use your stylus to select **Start**, and then select **Programs**. The Programs display appears.

## V. Starting Farm Works Software

Select and drag the scrollbar until the **Farm Works Mate** icon comes into view. Choose the icon to start the program.



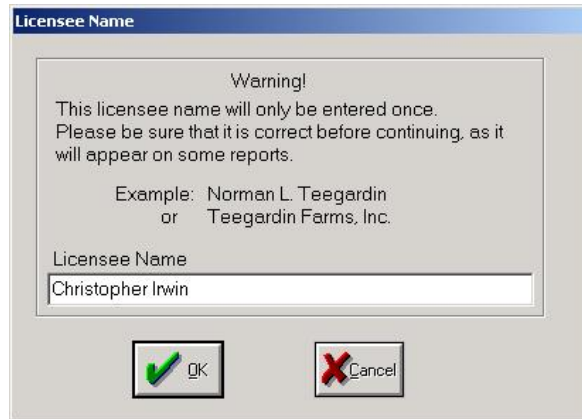
The Farm Works Mate splash screen appears, immediately followed by the Farm Works Mate registration display (for instructions on registering the software, see the section *Registering the Software*).



## ***Entering Your Licensee Name***

If this is the first time you run the Farm Works application, the software will ask you to enter your Licensee Name. This name is one of your own choosing (for example, you may type your own name or the name of your farm or business).

Type your Licensee Name in the textbox, verify it is correct, and select **OK**.



**NOTE:** If you do *not* provide a Licensee Name, the software will prompt you to enter the name each time it starts. You will not be able to register and access all the features of the software until you provide this name. Once you enter the name, the software will remember it, and you will not have to provide it again.

## Registering the Software



To obtain full use of your Farm Works Software modules, and to receive information on future upgrades to the programs, you must register using the owner's name with a number provided to you by the software. You may register online, by phone, by fax, or by e-mail. Registration takes just a few moments to complete.

**NOTE:** You will have a limited number of uses of the unregistered software. The Registration dialog box indicates the number of unregistered uses remaining in the Unregistered Uses Left textbox. When this number reaches zero, you will not be able to use the software until you enter the registration numbers. In addition, some features of the software will not be available until you register.

The screenshot shows the "Farm Works Software Registration" dialog box. It contains instructions, input fields for registration information, and buttons for registration options.

1) Fill out the registration form and return it to Farm Works Software or use the online registration to have the information e-mailed to you.

2) Once you have received your personal registration numbers, enter it in the space provided and this box will no longer appear.

Registered Name: Christopher Irwin  
Installation ID: 37236      Unregistered uses left: 19

	Serial #	Registration #
Farm Trac	22989	
Farm Funds	N/A	
Farm Stock	N/A	
Farm Site	07864	

Note: These numbers are not the CD-keys used to install the program.

Buttons: Online Registration..., Printable Registration..., OK, Cancel, Help

The software will prompt you to enter the registration number(s) until you register. You may do so by selecting the **Online Registration** button to register via the Farm Works website, or by selecting the **Printable Registration** button to print a registration form to fax or mail to Farm Works Software.

## Registering Your Software Online

Selecting **Online Registration** will start your default web browser; so make sure you have connected your computer to your Internet service provider before you do so. When you arrive at our website registration page, select *all* of the programs you purchased.

Verify you have checked each program you own, and select **Submit**, which is located at the bottom of the web page.

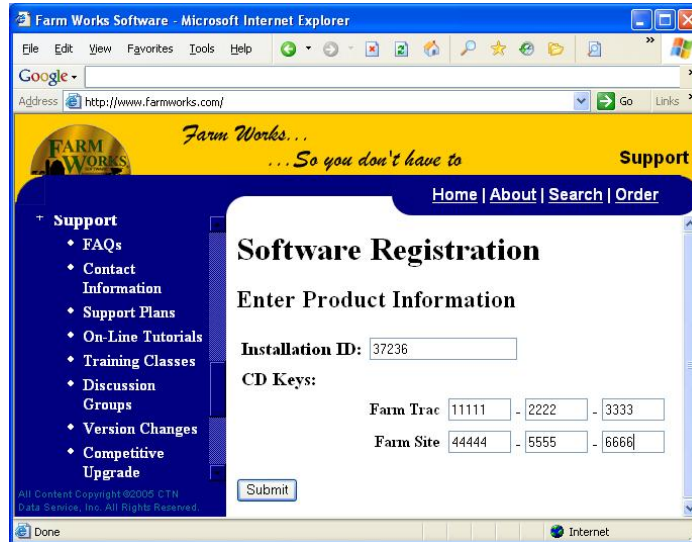


The website displays the online registration form. Enter the Installation ID number in the appropriate textbox of the online registration form of the website. You will find this number (which may also be called the Machine ID number) in the Software

## VI. Registering Your Software

Registration dialog box displayed on your desktop or handheld computer.

In the online registration form, enter the CD key number for each program you installed (the CD keys are printed on the label affixed to the case in which your Farm Works Software CD was shipped). Verify the Installation ID (or the Machine ID) and CD keys are correct and select **Submit** at the bottom of the web page.



The screenshot shows a web browser window titled "Farm Works Software - Microsoft Internet Explorer". The address bar shows "http://www.farmworks.com/". The page has a yellow header with the Farm Works logo and the slogan "Farm Works... So you don't have to". A navigation bar includes "Home | About | Search | Order" and "Support". A left sidebar lists support topics: FAQs, Contact Information, Support Plans, On-Line Tutorials, Training Classes, Discussion Groups, Version Changes, and Competitive Upgrade. The main content area is titled "Software Registration" and "Enter Product Information". It contains an "Installation ID:" field with the value "37236". Below it is a "CD Keys:" section with two rows of input fields. The first row is for "Farm Trac" with values "11111", "2222", and "3333". The second row is for "Farm Site" with values "44444", "5555", and "6666". A "Submit" button is located at the bottom of the form. The status bar at the bottom of the browser shows "Done" and "Internet".

The registration number for the programs will be sent to the e-mail address you provide. You should receive it within a few minutes after you submit the request at the web page.

## Quick Start Guide

Enter the registration numbers you receive via the e-mail in the Software Registration dialog box on your desktop computer, verify that you typed the registration numbers correctly, and select **OK**.

The screenshot shows the 'Farm Works Software Registration' dialog box. It contains the following fields and options:

- Instructions:
  - Fill out the registration form and return it to Farm Works Software or use the online registration to have the information e-mailed to you.
  - Once you have received your personal registration numbers, enter it in the space provided and this box will no longer appear.
- Registered Name: Christopher Irwin
- Installation ID: 37236
- Unregistered uses left: 19
- Buttons: Online Registration..., Printable Registration..., OK, Cancel, Help
- Table:

	Serial #	Registration #
Farm Trac	22989	
Farm Funds	N/A	
Farm Stock	N/A	
Farm Site	07864	
- Note: These numbers are not the CD-Keys used to install the program.

The same registration procedure applies to the Farm Works Mate software installed on a handheld computing device: Enter the registration number(s) you receive via e-mail, verify you have selected the checkbox next to each program you wish to register, and select **OK**.

The screenshot shows the registration dialog box on a handheld device. It includes the following elements:

- Start bar with time 7:02 and an OK button.
- Buttons: Trac Mate, Farm Site Mate, Guide Mate.
- Trac Mate checkbox:  Trac Mate
- Machine ID: 348066
- CD Key: 11111 - 2222 - 3333
- Registration #: 0
- Register online at: [www.farmworks.com/register](http://www.farmworks.com/register)
- Virtual keyboard with rows:
  - 123 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 | - | = | ←
  - Tab | q | w | e | r | t | y | u | i | o | p | [ | ]
  - CAP | a | s | d | f | g | h | j | k | l | ; | ' |
  - Shift | z | x | c | v | b | n | m | , | . | / | ←
  - Ctl | á | ü | ` | \ | | | ↓ | ↑ | ← | →
- Buttons: Cancel, OK, and a keyboard icon.

***Registering Your Software by Fax, Mail, or Phone***

To print a registration form to mail or fax to Farm Works Software, select **Printable Registration**, fill out the form, and select **Print**.

If you have access to a facsimile machine, you may fax the printed form to **1-260-488-3737**.

You may also mail the printed software registration form to:

**Farm Works Software**  
**C/O CTN Data Service, Inc.**  
**P.O. Box 250**  
**Hamilton, IN 46742-0250**

If you prefer, you may register by sending an e-mail message to:

**farmwork@farmworks.com**

Alternately, you may register by calling **1-800-225-2848**.

**NOTE:** The toll-free phone number is reserved only for registering the software and for ordering new software. For technical support via telephone, you should call **1-260-488-3492**.



## Support Options

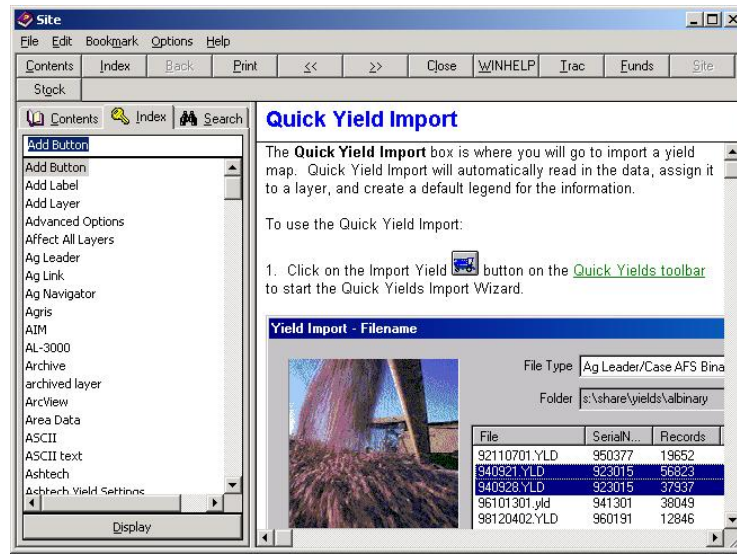


The easiest way to get assistance with your Farm Works software is to select **Help** from the program's menu bar, and choose the program for which you need information from the drop-down menu.



In the help window that opens, you may select the **Index** tab to browse an alphabetized index of help topics for the program.

Alternately, you may select the **Search** tab to do a search for the help topic you need.



You may also watch the tutorials, which are narrated and animated demonstrations how to use the software, which our users say are entertaining and informative. To view the tutorials, insert the Farm Works Software CD into your optical drive.

Then, select **Tutorial** from the **Help** menu of your Farm Works Software program.



### ***Free Support***

At Farm Works Software, we are committed to providing many options for obtaining assistance for our software. A full list of support options is available at our Web site at **www.farmworks.com/support** including the following free assistance alternatives:

- **Farm Works Journal** – A free online publication that is released three or four times a year. *The Farm Works Journal* offers the latest news on free software updates, new products, and answers to commonly asked questions. You may read current and previous issues of *The Journal* at our web site at [www.farmworks.com/?/news/newsletters](http://www.farmworks.com/?/news/newsletters). Visit this web page to also subscribe to an e-mail version of *The Journal*.

- **FAQ** – You may read a list of frequently asked questions that provides quick answers to the most common queries at [www.farmworks.com/support/faq.html](http://www.farmworks.com/support/faq.html).
- **On-line Demos** – You may view moving and narrated demonstrations of the features of each of our software products, which our customers say are helpful and fun to watch, at [www.farmworks.com/demos](http://www.farmworks.com/demos).
- **On-line Tutorials** – You may find systematic instructions that easily teach you how to use your new Farm Works Software programs at [www.farmworks.com/tutorial](http://www.farmworks.com/tutorial). The tutorials are also on your Farm Works Software CD, and you may view them by selecting Tutorials, Demos And Manuals on the splash screen that appears when you insert the CD in your optical drive.
- **Downloadable Software Manuals** – You may download software guides to read on your computer monitor or print from [www.farmworks.com/support/manual.html](http://www.farmworks.com/support/manual.html). These manuals are also on your Farm Works Software CD, and you may read or print copies of them by selecting Tutorials, Demos And Manuals on the splash screen that appears when you insert the CD in your optical drive.
- **On-line Discussion Groups** – Forums where you may post questions on our website and receive prompt replies from our software support experts are at [www.farmworks.com/discuss](http://www.farmworks.com/discuss).
- **E-mail and Fax Support** – These are convenient ways to receive assistance from our software support team. You may expect up to a one business-day response time (a few hours most days). Our fax number is 1-260-488-3737, and our e-mail address is [farmwork@farmworks.com](mailto:farmwork@farmworks.com).
- **Downloadable Software Updates** – You may download and install enhancements to your software from [www.farmworks.com/support/download.html](http://www.farmworks.com/support/download.html). Farm Works Software provides the updates free of charge. You should download and install the updates for *only* the version number of the software you currently have installed.

### ***Premium Phone Support***

At Farm Works Software, we understand that, on the rare occasions where you require assistance with our software, you may prefer to save time and effort by speaking with a real person. That is why we offer a full-time, dedicated staff of software support technicians to answer your questions via telephone.

Our support technicians work in Indiana, *not India!* They understand farmers (most have grown up on farms, or have family who are farmers). They are knowledgeable about our software, too, because they have installed and used the programs themselves. We are confident you will find our professional support staff capable, friendly and worth the small price that you will pay for their valuable assistance!

Premium phone support is available for a reasonable monthly, or annual, fee. Call **1-800-225-2848** for current prices. You may start phone support at any time, and it is available every Monday through Saturday (except United States national holidays). For current support hours, please visit our website at **[www.farmworks.com/support/supportpolicy.html](http://www.farmworks.com/support/supportpolicy.html)**.

When you call, be sure to ask about our current software sales and support discounts.

<p><b>NOTE:</b> When using phone support, you should call <b>1-260-488-3492</b>. The toll free number is reserved for sales inquiries.</p>
--

**SOFTWARE LICENSE AND LIMITED WARRANTY**

IMPORTANT: READ BEFORE CONTINUING WITH THIS INSTALLATION.

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