Installation Guide

We Are Here To Help

Need Help?

If you need help from us on installing the software, please let us know. If you need help on how to use the product, we are there to answer questions and provide advice.

We want to help you enjoy and get the most out of Maestro Program Office!
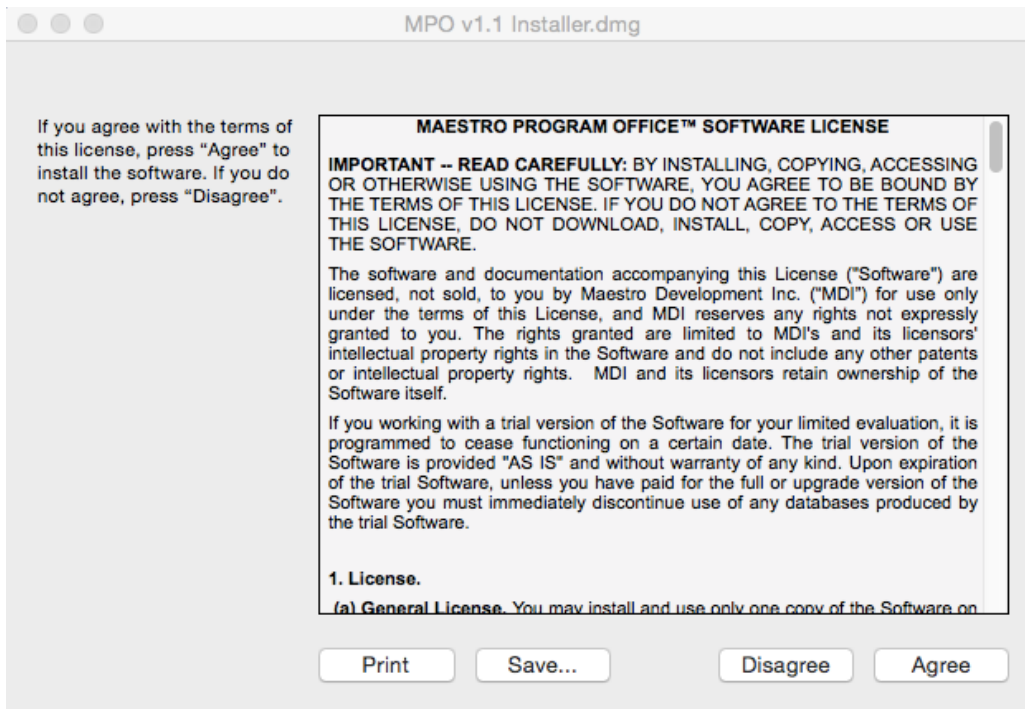

Contact us by email: support@maestrodevelopment.com

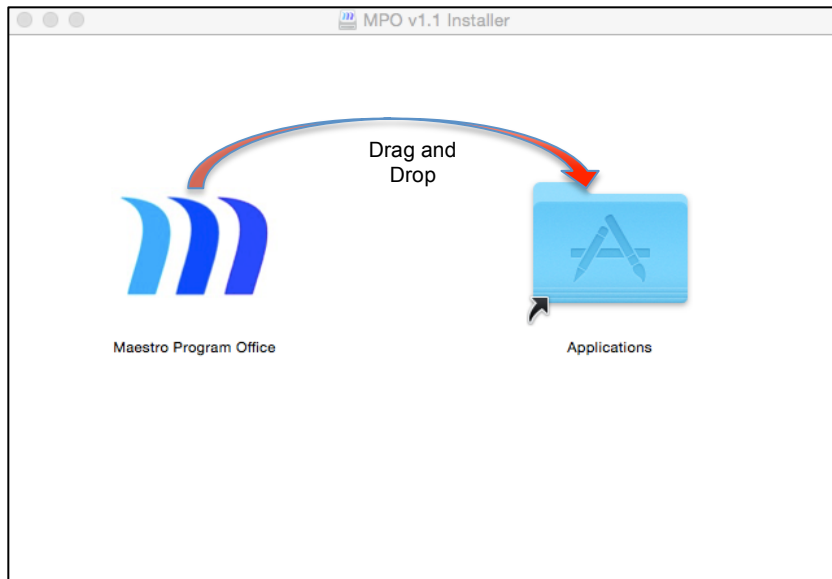# Mac Computers

Run the DMG Package

When you download the Mac version of the software you will receive a standard DMG package in your "Downloads" folder. Open the folder and double click on the installer.

When the installer opens you will be asked to read and accept the license agreement. If you agree, select the button **Agree**:

Once accepted, you will see the following screen:

Drag the **Maestro Program Office** icon and drop it onto the **Applications** folder. This will automatically install the software. When finished, go to *Launchpad* and look for the for Program Office icon. Click on the icon and the program will start. Assuming that it starts, you can delete the DMG package from the Downloads folder.

Initialize Maestro Program Office

When run for the first time, the Maestro Program Office will initialize a number of variables. **Chapter 3: Quick Start and Initial Configuration** in the documentation manual shows how to initialize the system, create your *User ID* and then complete a basic configuration.
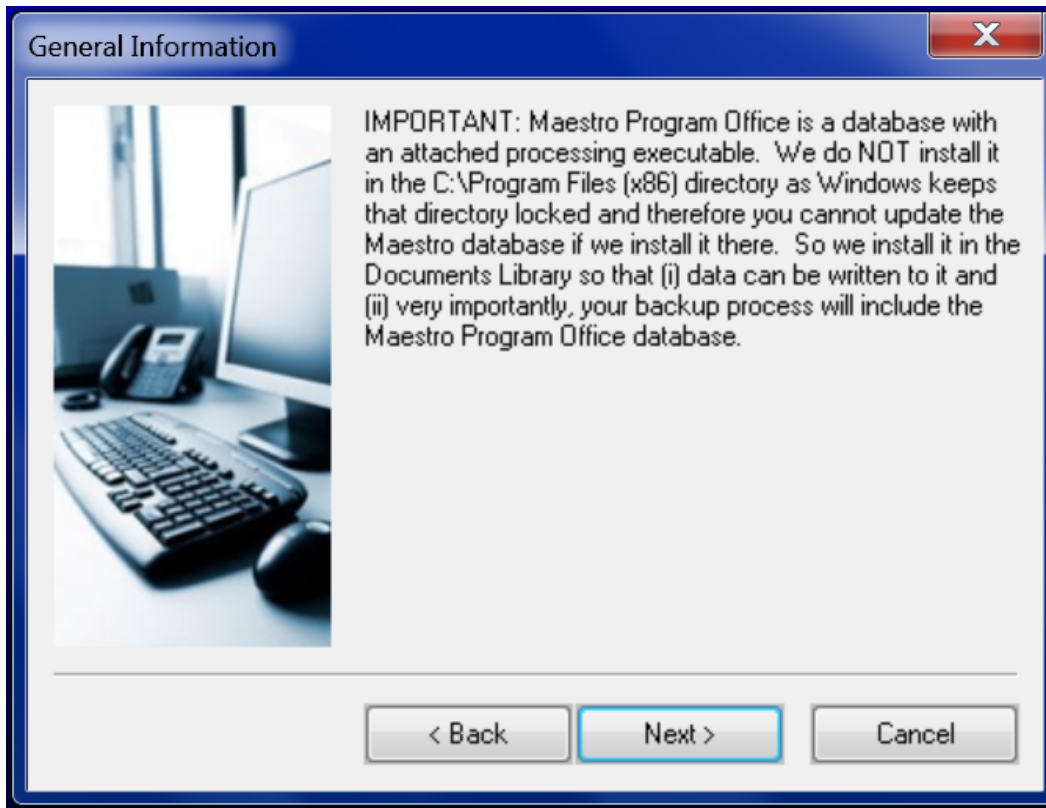
Windows Computers

Run The MAESTRO Installer EXE

When you download the Windows version of the software you will receive a standard installer package in your "Downloads" folder. Open the folder and double click on the installer. When the installer opens you will see the following screen:

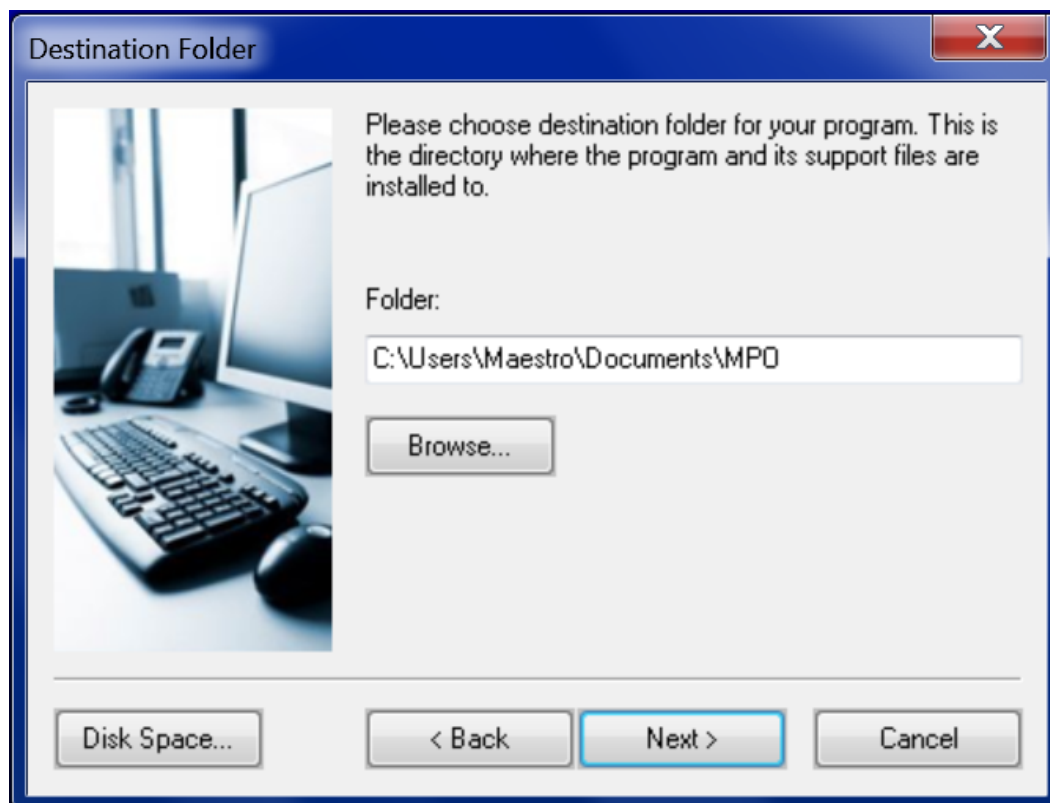After **Next**, the next screen shows a very important message:

Very important: it is important that you adhere to the structure set up here. The program will **NOT** work if you install the software in the C:\Program Files (X86) folder. Windows locks this folder for write access and this will prevent Maestro Program Office from updating records. Therefore install it in the Documents Library. In this way Maestro will database properly and it will be in the correct folder when you run backups.
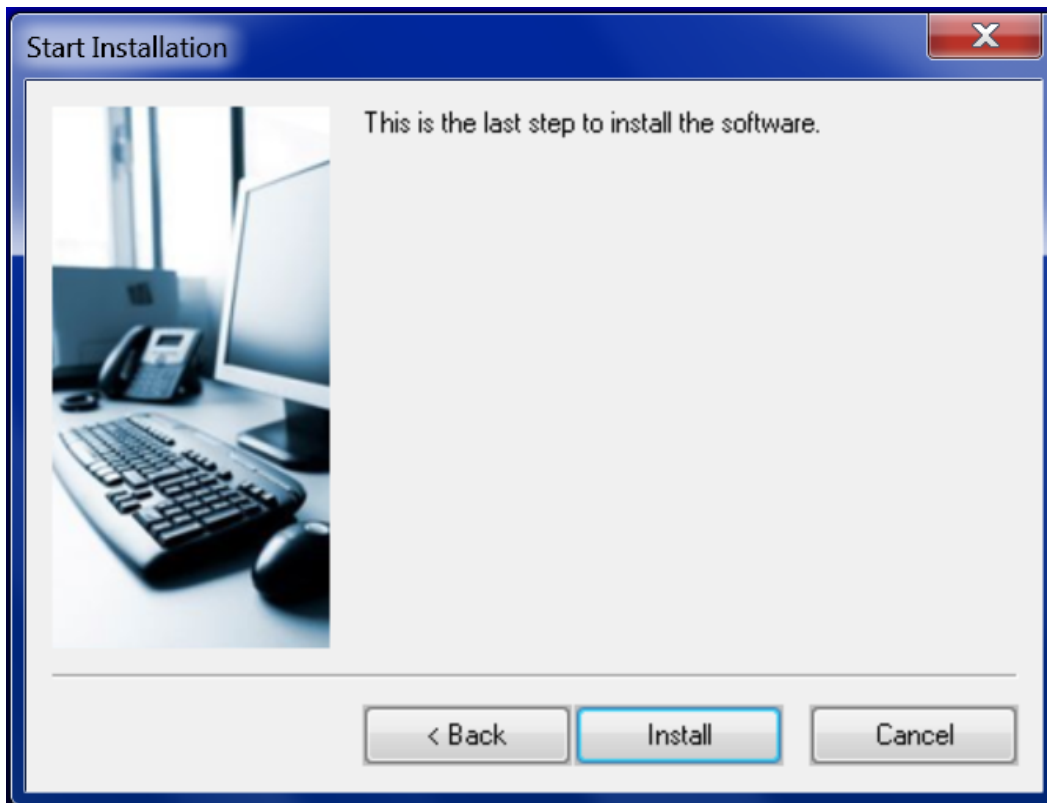
Next you will see the License screen that you need to accept in order to proceed:
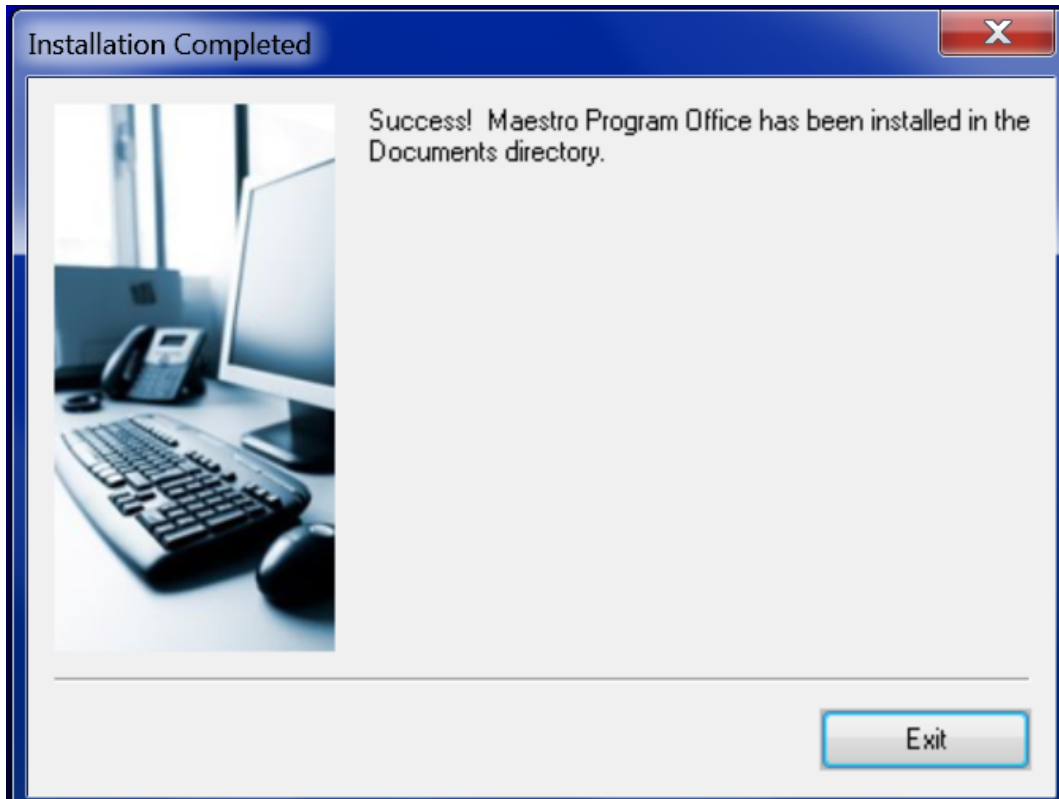
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- 7 -

License Information

Maestro Program Office™ Software License

IMPORTANT -- READ CAREFULLY: BY INSTALLING, COPYING, ACCESSING OR OTHERWISE USING THE SOFTWARE, YOU AGREE TO BE BOUND BY THE TERMS OF THIS LICENSE. IF YOU DO NOT AGREE TO THE TERMS OF THIS LICENSE, DO NOT DOWNLOAD, INSTALL, COPY, ACCESS OR USE THE SOFTWARE.

The software and documentation accompanying this License ("Software") are licensed, not sold, to you by Maestro Development Inc. ("MDI") for use only under the terms of this License, and MDI reserves any rights not expressly granted to you. The rights granted are limited to MDI's and its licensors' intellectual property rights in the Software and do not include any other patents or intellectual property rights. MDI and its licensors retain ownership of the Software itself.

Do you agree with and accept this license? By selecting "Yes" you are confirming acceptance of the terms and conditions of the license.

Yes   No

The next screen shows the path where the system will be installed:

Destination Folder

Please choose destination folder for your program. This is the directory where the program and its support files are installed to.

Folder:

C:\Users\Maestro\Documents\MPO

Browse...

Disk Space...   < Back   Next >   Cancel

The next screen is the last installation step. Selecting **Install** will run the install program:

The last screen will confirm the installation. Just select **Exit**:

Initialize Maestro Program Office

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- 10 -

iPad

Overview

Maestro Program Office™ runs on the FileMaker™ database engine. For iPads you need to download the free FileMaker Go™ 13 software from the App Store on iTunes. Then you use standard iPad processes to load the Maestro Program Office™ database on the iPad. Once the database is on the iPad, it can be opened by running FileMaker Go™. To install the software and related files on an iPad, we recommend using iTunes as loading medium.

Install FileMaker Go 13

Connect the iPad to the computer that has iTunes. Launch iTunes. Backup the iPad.

Go to the App Store in iTunes and in the search box look for **FileMaker Go 13**.

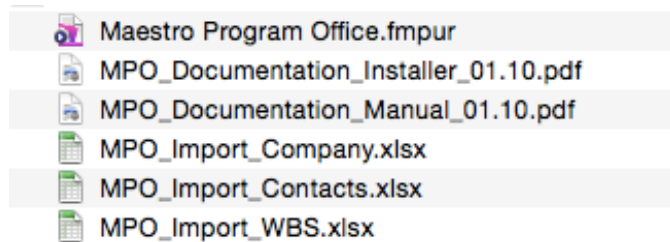### Warning: do NOT use FileMaker Go 14 (released May 15, 2015).

iPad Apps

FileMaker Go 13
Business

Click on the **Get** button to copy the software to the computer. When it is finished, *Sync* the iPad with iTunes on the computer. This will install FileMaker Go™ on the iPad.

Install Maestro Program Office

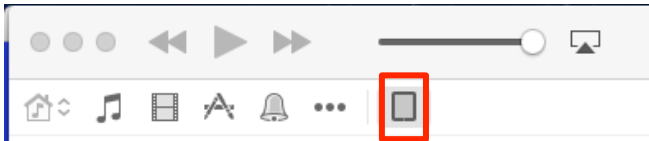### Download Files from www.maestrodevelopment.com

Download the iPad version of the Maestro Program Office™ software to the computer. This is a zip file. Just double click on the file and to extract the following 6 files:
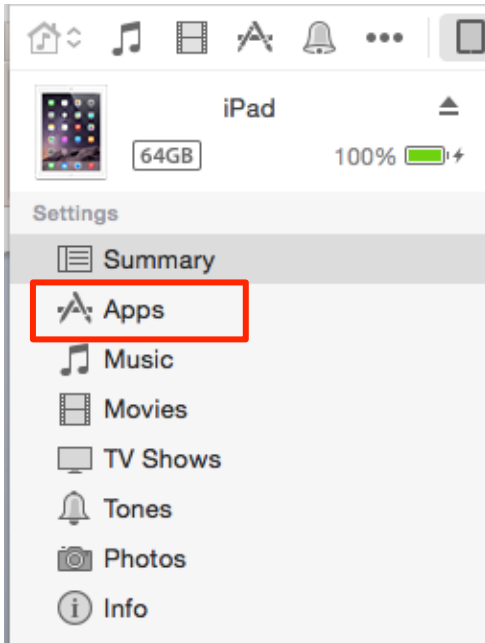

Maestro Program Office.fmpur
MPO_Documentation_Installer_01.10.pdf
MPO_Documentation_Manual_01.10.pdf
MPO_Import_Company.xlsx
MPO_Import_Contacts.xlsx
MPO_Import_WBS.xlsx

Extract the files to a location accessible by iTunes.

Install the Files on the iPad

Connect the iPad to the computer. Click on the iPad icon on the top left in iTunes.

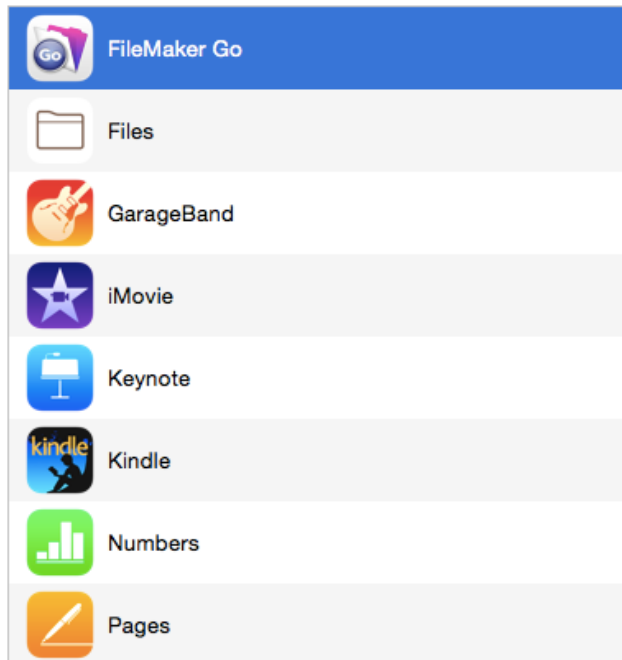On the left hand side, under Settings, click on Apps

This will show all the Apps on the iPad. Scroll down to the **File Sharing** section until you find the FileMaker Go icon and click on it.
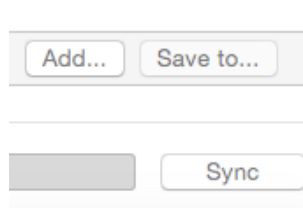
File Sharing

The apps listed below can transfer documents between your i

Apps

FileMaker Go	
Files	
GarageBand	
iMovie	
Keynote	
Kindle	
Numbers	
Pages	

Now on the right side you will see a section called **FileMaker Go Documents**. At the bottom right of the panel there is an **Add…** button.

Add...   Save to...

Sync

Click on **Add…** and then navigate to the Maestro Program Office™ files that you downloaded from our website. This loads the file for the iPad. This is shown in the FileMaker Go documents section on the right.

FileMaker Go Documents

Maestro Program Office.fmpur	Today 7:41 PM	24.5 MB
MPO_Documentation_Installer_01.10.pdf	5/18/15, 6:40 PM	1.5 MB
MPO_Documentation_Manual_01.10.pdf	5/18/15, 6:42 PM	4.1 MB
MPO_Import_Company.xlsx	Today 1:46 PM	12 KB
MPO_Import_Contacts.xlsx	Today 3:52 PM	12 KB
MPO_Import_WBS.xlsx	5/8/14, 4:02 PM	12 KB

When the files are there, Sync your iPad with the **Sync** button at the bottom right of the iTunes screen. This loads the files and the database onto your iPad.

Disconnect the iPad from the computer, locate and launch FileMaker Go. On the left click on **Device** and then click on the **Program Office** file.

Initialize Maestro Program Office

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