

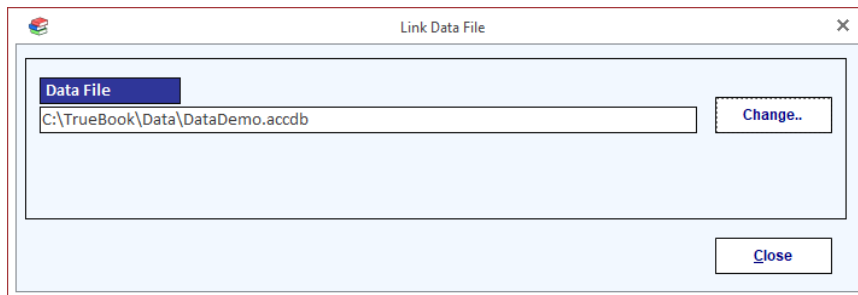
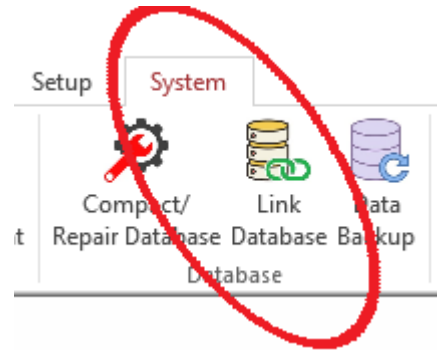


Link Data File

Propose: Links Data file with the System. Normally the data file is linked with the system at the time of installation.

Process to Link Data File:

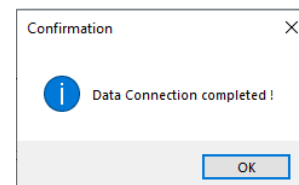
- Go to *System* menu
- Click on *Link Database*
- *Link Data File* dialog box will open.
(in the *Data File*, user will see current data file location and name)



To change data file or location

- Click on *Change* button
- *Choose Data File...* Dialog box will open (same as file open dialog of other MS Office program: Word, Excel, etc...)
- Go to the Data File Location and select the file
- Click *Open* button

It will take few seconds to link the data file to the system. *Confirmation* message will pop-up once the data file is linked successfully.



Data Connection Error message will pop-up if there any error/problem in data file link process.

Please contact service provider immediately, System will not function without confirmation Message.

- Click *Close* button to close the dialog box. *Login* Screen will open.

Note:

In case of following, *Link Data File* Screen will pop-up with previous data file location.

- Data file not linked properly with program*
- Data file moved to other location*
- Data file name changed*
- Data file corrupt**
- Data file server could not access (in case of data file in data server)***

* Refer Link Data File to re-established data link with the program

** Restore backup data or contact TrueBook service provider

*** Contact your ICT department or ICT service provider