

# Member Muster Installation Manual

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Installation of Member Muster is a three step automated process. Member Muster requires the PostgreSQL Database software to be installed before Member Muster can function. The first step in the process will install PostgreSQL. The second step is to use PostgreSQL to configure the environment for running Member Muster. The third, and last, step is to install Member Muster itself. The entire installation process will take approximately 10 to 12 minutes to complete.

**STEP 1** – Follow the Steps below depending on whether you are installing from a CD or from a .zip folder you have downloaded from membemuster.com. After STEP 1 the instructions are the same for either method.

## *If you are Installing From A CD. . .*

If you are installing from a CD insert the CD into your CD drive. The installation process should start automatically. When the popup menu appears select the option labeled;

“Setup\_Part\_1.exe”

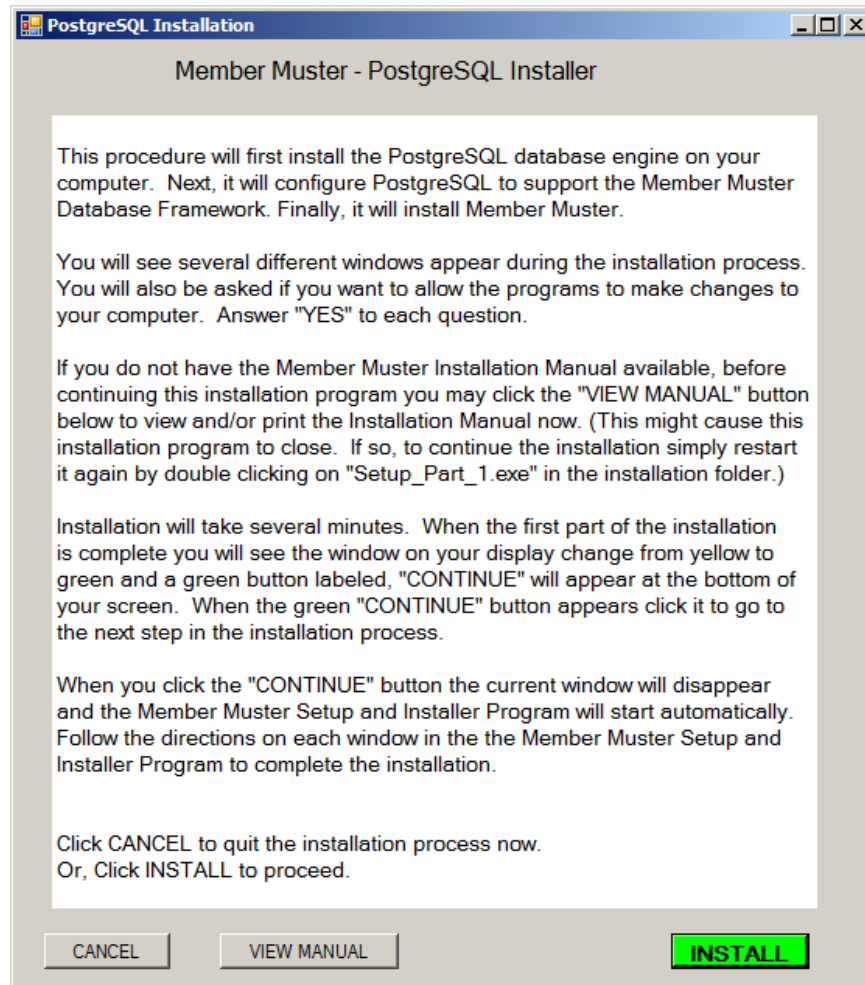
If installation does not start automatically open the CD and double click on, “Setup\_Part\_1.exe”.

## *If you are Installing From A Download. . .*

Double Click the downloaded zip folder, “MM.COMP.DL.zip” to open the folder. If you see a menu option that says “Extract”, or “Extract All”, select it. This will extract the programs from the zip folder and store them in a regular folder named, “MM.COMP.DL”. Change into this new folder. When the folder opens double click;

“Setup\_Part\_1.exe”

When you start the “Setup Part 1.exe” program the following window will appear;



## Instructions for Installing PostgreSQL

After reading the instructions on this window, Click the “INSTALL” button to start the installation, or click “CANCEL” to stop and exit the installation. The entire installation should take approximately 10 minutes, depending on how fast your computer is – older models may take more.

Selecting the “INSTALL” button starts the first step of the PostgreSQL installation process. Refer to the rest of this manual for the steps to follow.

A popup window after selecting “INSTALL” will ask if you want to allow the installation on your computer – answer “Yes”. **(This question may be repeated several times during the installation process: – answer “Yes” each time.)**

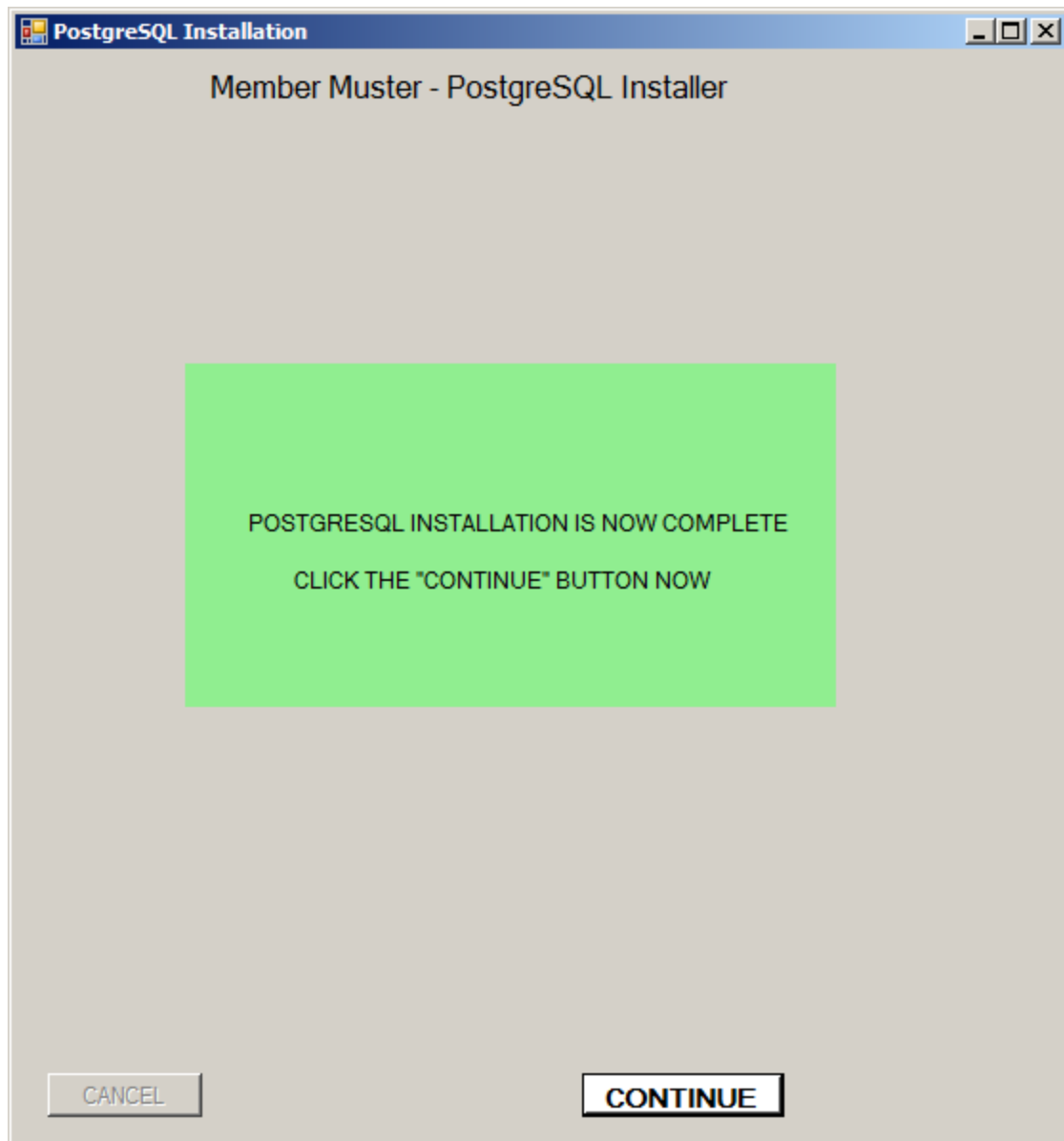
The “Setup Part 1” program, included with your copy of Member Muster is designed to automate the complete installation process with minimum intervention by you. However, some limited participation by you is required.

The Installer runs in 2 major Parts:

1. The first step installs the PostgreSQL database engine and then configures PostgreSQL to work on your computer.
2. The second step activates your access permissions and storage space in the PostgreSQL database.

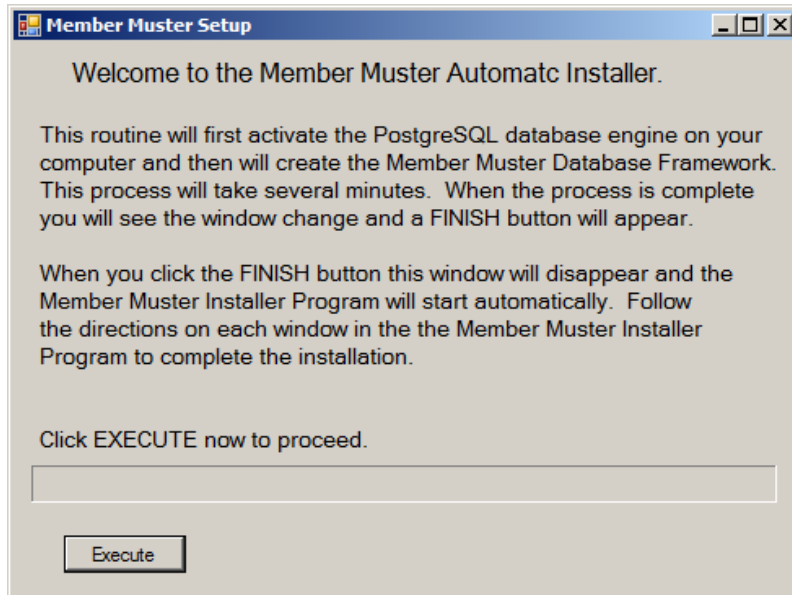
After the installer starts it will first load the Postgres files. This may take some time. *It is normal for your screen to go blank occasionally.* During this process you will see several windows with progress bars appear. You do not need to do anything until the following window appears (see next page). Then, follow the instructions under each picture until the complete installation process is finished.

When the PostgreSQL installation is complete the information box will turn green and the CONTINUE button will appear at the bottom of the window.



Click the “CONTINUE” button to proceed with the PostgreSQL activation.

**STEP 2** – Configure PostgreSQL for Member Muster.



Click the “Finish” button when it becomes available to start the final installation phase of Member Muster.

### STEP 3– Install Member Muster.

This series of windows leads you through the final Member Muster installation process.



Click “**Next >**” to proceed.



Click “ **Next >** ” to proceed.

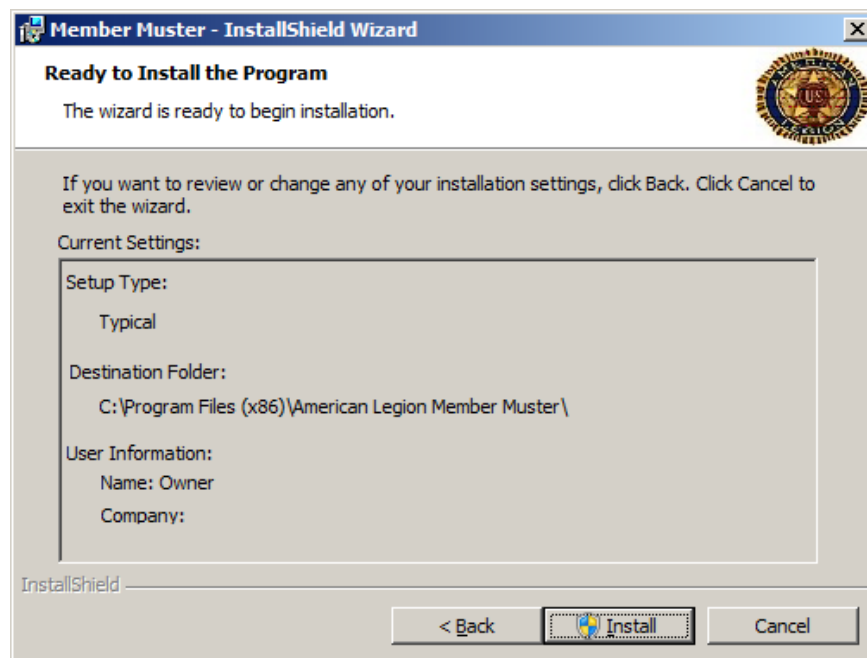


This is the license agreement for using Member Muster. If you do not agree with the License Agreement the installation process will terminate here and you will not be able to use Member Muster. Check the “**I accept . . .**” button to proceed then click the “ **Next >** ” button.



Read these steps about how to setup up your Post.

Then Click “ **Next >** ” to proceed.



Click “ **Install** ” to complete the installation of Member Muster.

You may be asked if you want to allow the program to be installed or change your computer. If so, answer “YES” to complete the process. The installation will then proceed. When it is complete the following window will appear.



Member Muster will launch automatically when you click “Finish”. If you do not want Member Muster to start now uncheck the “Launch the program” box.

The first window you will see when Member Muster starts will instruct you to complete the Post Control File before advancing to the Member Muster Main Menu. You may complete the Post Control File setup at this time or you may click the Cancel button to close the setup and return to it at a later time.

Installation is now complete.

To start Member Muster at a later date either double-click on the Member Muster logo on your desktop, or select “American Legion Member Muster” from the Start → All Programs menu and then click on “Member Muster”.

You will also find the “*Member Muster User Manual*” (in .pdf format) in the “American Legion Member Muster” folder. This is your complete instruction manual for using Member Muster. You should print this manual now if you have not already done so. You may also view it on the screen.

Address any questions or comments to, [support@membermuster.com](mailto:support@membermuster.com).