



## Table of Contents

BOLDFIELD LIMITED LICENCE AND WARRANTY .....	2
Starting the installation .....	4
Licence Screen .....	4
Installation location screen .....	5
Confirm Installation .....	6
Boldfield Import Routines Configuration.....	8
Sage 50 Configuration.....	8
Sage Data Objects .....	9
Recording your Sage Settings .....	9
Database Configuration.....	10
Registering the Software.....	14

### Import Routines Installation Guide

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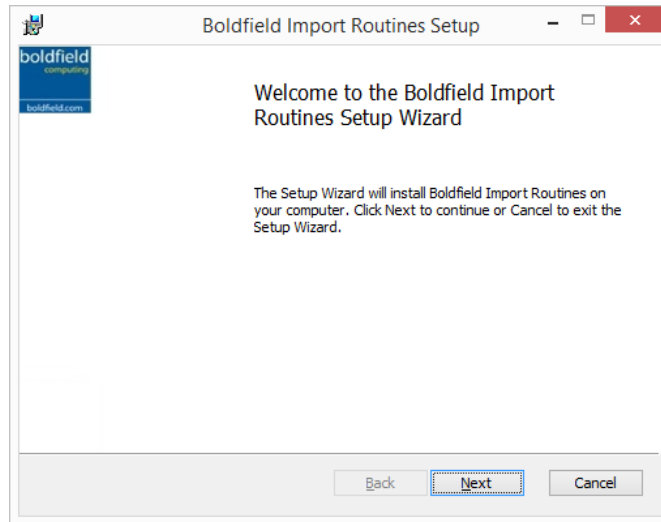
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## Starting the installation

The software can be downloaded from our web site <http://www.boldfield.com/sage-partners/software-downloads>

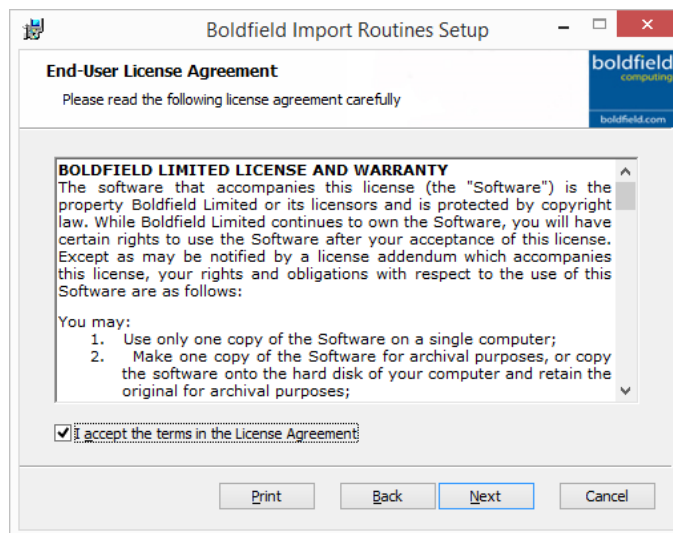
Once this is downloaded you can unzip the software and run BoldfieldImportRoutinesInstaller.msi

### Welcome Screen



Click on **NEXT** to continue.

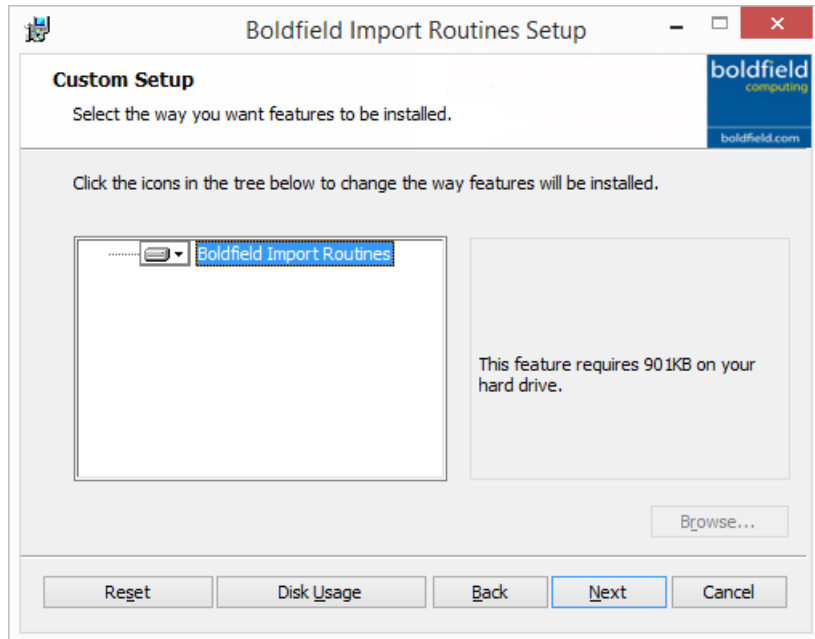
### Licence Screen



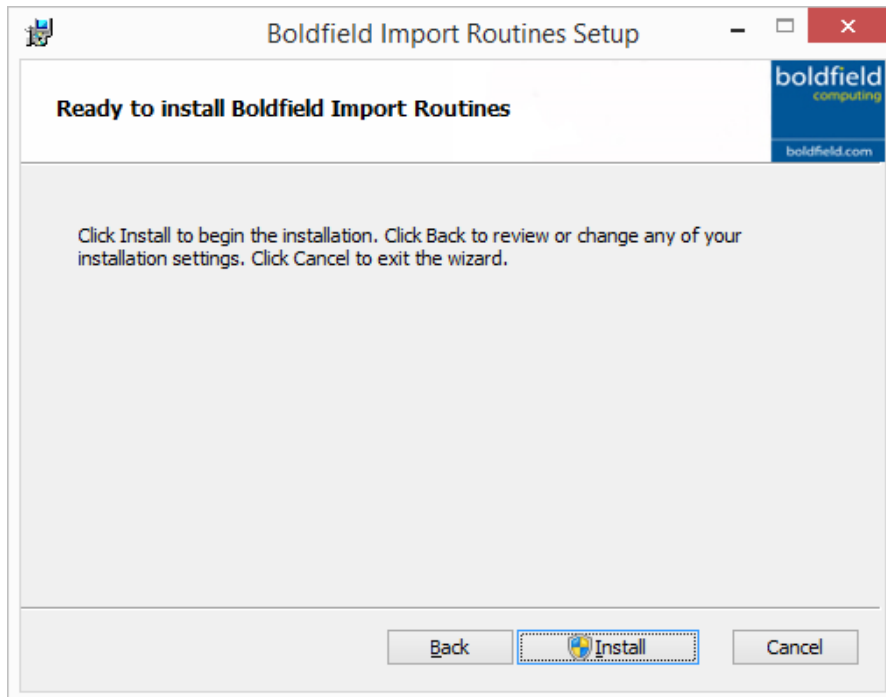
You are presented with the licence agreement. Please read this and click on I Agree and next to continue with the installation

**Installation Features screen**

No settings need to be changed on the features screen. Please click Next to continue

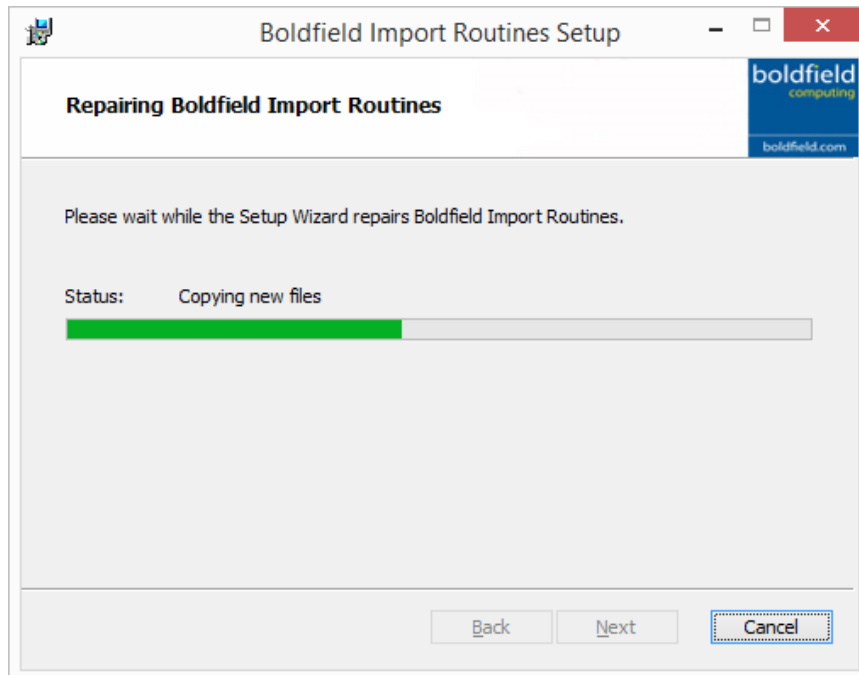


**Confirm Installation**

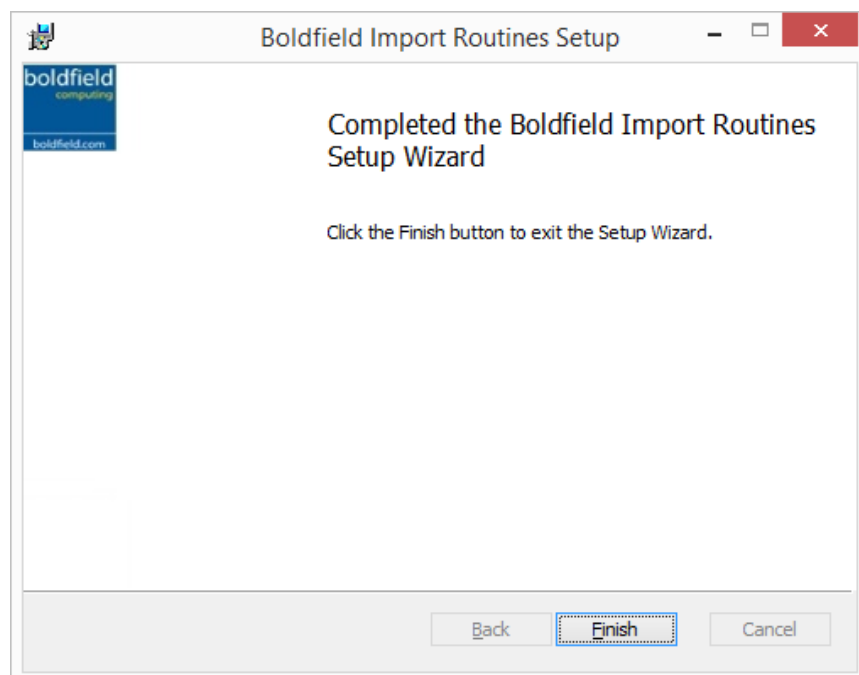


Choose the **Install Icon** to begin installing the software

The screen displays the progress of the copy process as files are copied to your hard drive.



Once the files have finished copying click on Finish to complete the installation.



You will then receive notification to say that the install has been successful. Click on **Close**

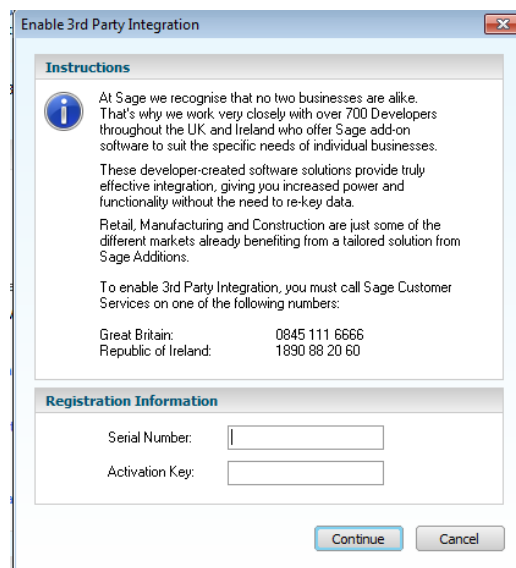
## Import Routines Configuration

### Sage Data Objects

Import Routines also use the Sage data objects to connect to Sage 50. To obtain a key you will need to call Sage on 0845 111 6666 and ask for a licence and activation for Sage data objects.

Once you have obtained your key you will need to enter this in Sage by going to Tools >> Activation >> Enable Third Party Integration.

*N.B this will need running on each PC that Sage is on so please keep this key somewhere safe for future reference*



### Recording your Sage Settings

Before you exit Sage 50 it is worth noting down your serial number and the location of the Sage data that you wish to import into. This information is held under Sage 50 Help >> About under Licence information and Program Details

### **Configuring Import Routines**

From the programs menu bar run Import Routines or you can run it from the desktop shortcut icon that was created as part of the install

### **Registering the Software**

To do this call Boldfield Computing on 01954 789978 and inform them that you wish to purchase a licence for Import Routines.

We will then arrange for an invoice to be sent out and an activation serial number.

We will ask for the details off this screen and then create an activation serial number that can be entered. Once you enter this you can select 'Check Activation Sno' and this will update and register. If for any reason you have any errors or the program will not register please let us know?

For details on how the program works please refer to the Import Routines Operations manual.