

How to Share a BEAT 2006 Database on a Local Area Network

In order to share a BEAT database, you must unpack this database on the computer (Server) that will host the shared database. **You do not have to install BEAT on the server, but you must unpack the backed-up BEAT database on the server, as indicated in the following CD Consulting Group Article:**

http://www.cd-consultinggroup.com/docs/How_to_Install_BEAT_2006.pdf

By *server* we are referring to the computer that will be hosting the ACT! database and other files including documents, internet links, and dictionaries. By *workstation* we are referring to any of the computers that are accessing the ACT! data that resides on the server.

You must purchase a licensed copy of ACT! for the server and each workstation.

Note: In an instance where the server machine is *not* also a workstation you will *not* need a unique license. You may use the same serial number that you have registered for a workstation and will be in compliance with the Sage Software Users licensing agreement. You may also install ACT! with this serial number on a laptop computer for the purpose of synchronizing a database in accordance with the 80/20 rule.

For additional information regarding serial numbers and licensing in a shared database, refer to the following Knowledge Base Answers:

Title: Understanding ACT! 2005 Serial Numbers When Sharing Your Database
Answer ID: 14289

Title: Understanding ACT! 2006 Serial Numbers When Sharing Your Database
Answer ID: 15314

Important Note: If you are Sharing a database ensure that all users have the same version of ACT! . You can verify your installed version number by clicking **About ACT!** from the **Help** menu. The version number is displayed as **Version x.x.x** in the upper-right corner.

You must perform a full install of ACT! on the server and each workstation.

If you have updated ACT!, you must ensure that all users have the same version of ACT!. You can verify your installed build number by clicking **About ACT!** from the **Help** menu. The build number is displayed as **Version x.x.x** in the upper-right corner.

The computer being used as the server must be running one of the following operation systems: Windows 2000, Windows 2000 Server, Windows 2000 Advanced Server, Windows XP Home, Windows XP Pro, Windows 2003 Server - Standard Edition, Windows 2003 Server - Enterprise Edition and Windows 2003 Server. Window Small Business Server 2003 (only ACT! 2006).

Windows Firewalls can interfere with the ability to share a database.

Sharing a Database Over a VPN (Virtual Private Network)

Sharing a database over a VPN is no different than sharing the database over a **LAN**. Each remote user must obtain a copy of the .PAD file for the shared database and have read/write access to the database folder and the Supplemental Files folders. For additional information regarding sharing an ACT! 2005 database over a VPN, refer to the following Knowledge Base documents:

Title: Title : Can I use ACT! with a VPN (Virtual Private Network) Connection?
Answer ID: 14309

Title: How To Determine the Location of Database Supplemental Files Folders
Answer ID: 13660

Setting Up the Server

Install ACT! on the server. For instructions on how to install ACT! , please refer to one of the following Knowledge Base Answer according to your version of ACT!:

Title: How to Install ACT! 2005
Answer ID: 13887

Title: How To Install ACT! 2006 for Windows
Answer ID: 15238

Title: How to Install ACT! 2005 Premium
Answer ID: 13888

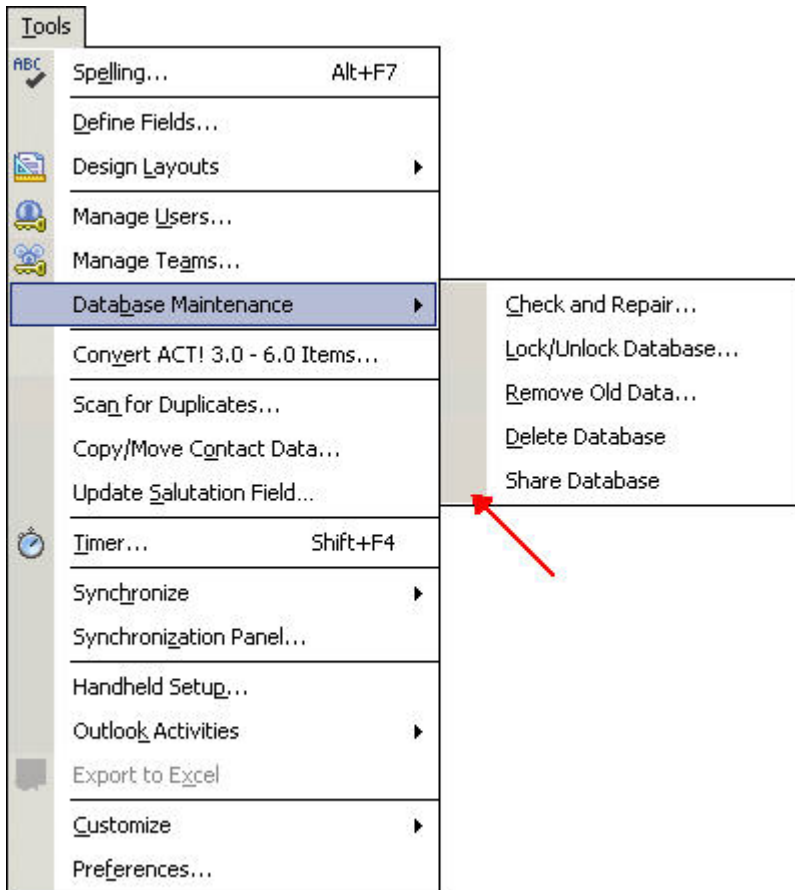
Title: How To Install ACT! 2006 Premium for Workgroups
Answer ID: 15188

Again, you do not have to install BEAT on the server, but you must unpack the backed-up BEAT database on the server, as indicated in the following CD Consulting Group Article:

<http://www.cd-consultinggroup.com/docs/How to Install BEAT 2006.pdf>

Continued below...

When your newly unpacked BEAT Database is open, click the **Tools** menu, and then point to **Database Maintenance**. Ensure that the **Share Database** option is enabled. If a check does not appear beside the **Share Database** (as in the example below), click it to enable sharing.



Setting Up the Workstations

Install ACT! on the workstation. For instructions on how to install ACT!, please refer to one of the following Knowledge Base Answer, according to your version of ACT!:

Title: How to Install ACT! 2005
Answer ID: [13887](#)

Title: How To Install ACT! 2006 for Windows
Answer ID: [15238](#)

Title: How to Install ACT! 2005 Premium
Answer ID: [13888](#)

Title: How To Install ACT! 2006 Premium for Workgroups
Answer ID: [15188](#)

Open ACT! on the server.

Click the **Help** menu, and then click **About ACT!**

Click **Database Info** to display the following screen:

ACT! 2005:

Database Information

Database User Information:

PAD File:
C:\Documents and Settings\chuffman\My Documents\ACT\ACT for Win 7\Database

User Name:
Chris Huffman

Security Role:
Administrator

Total Number of Licenses in Database:
12

Database Settings Information:

| Database Setting | Current Value |
|------------------------|--------------------|
| Database Server Name | chuffman\ACT7 |
| Database Name | ACT7Demo |
| Database Creation Date | Feb 24 2004 2:50PM |
| Database Backup | |

Database Size (MB):

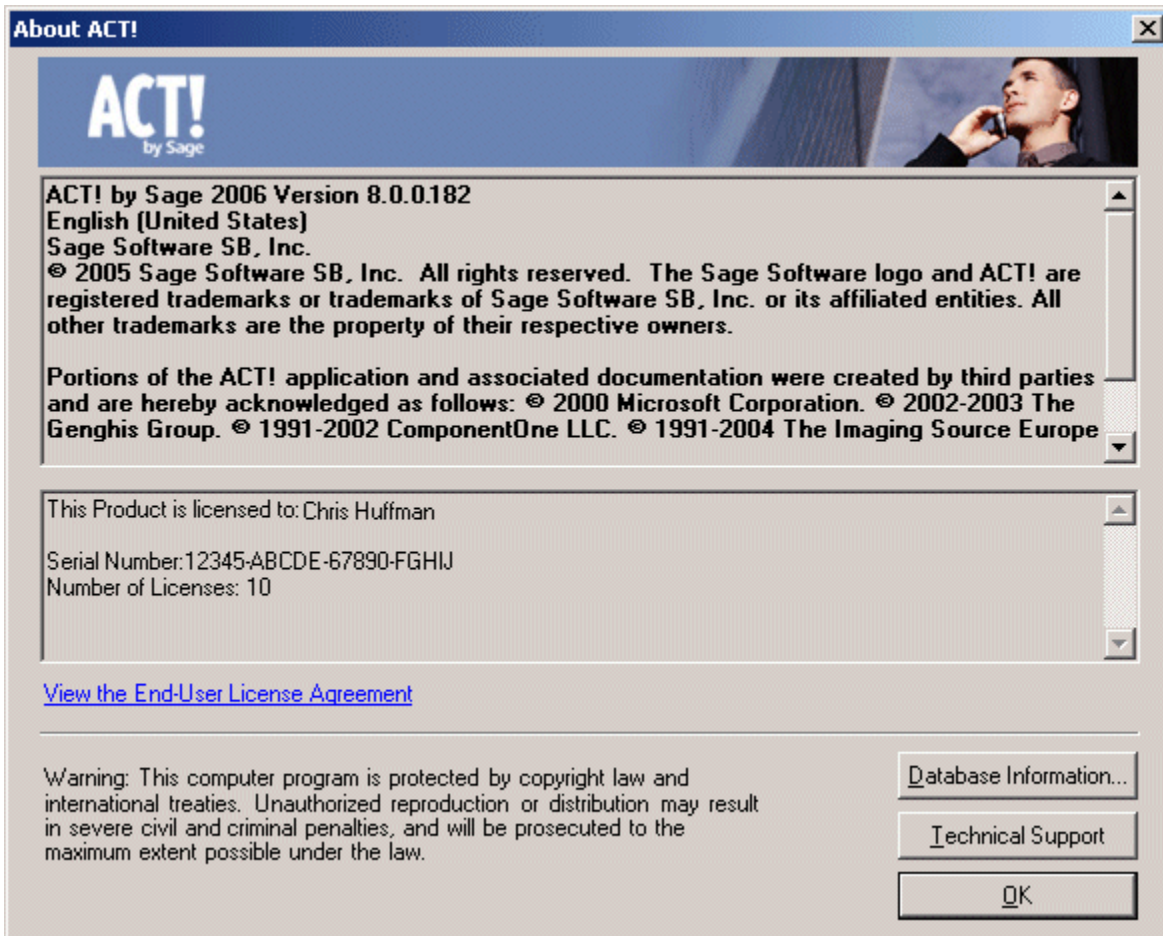
| Database/Log | Resv | Used |
|--------------|------|------|
| Database | 33.6 | 29.6 |
| TranLog | 1.0 | 0.5 |

Record Sizes (MB):

| Record | Total | Data | Index | Free |
|-----------------|-------|------|-------|------|
| Accounting Link | 0 | 0 | 0 | 0 |
| Activity | 1.02 | 0.25 | 0.73 | 0.05 |
| Company | 0.47 | 0.19 | 0.23 | 0.05 |
| Contact | 1.47 | 0.35 | 1.05 | 0.07 |

OK

ACT! 2006:



The path to the **.PAD** file for your database is listed under **Database User Information**, note this location.

Note: If the entire path is not displayed, click the text of the path, and use the arrow keys (on your keyboard) to move the cursor to the end of the text to view the entire path.

Browse to the location of the **.PAD** file from the previous step and copy this file to each user's **Databases** folder.

Note: The **.PAD** file is simply a pointer to the actual database files. The most common method of copying this file to another computer is to use **Windows Explorer** (or **My Computer**) to make a copy of the original **.PAD** file, and then navigate through the network to paste the file to the hard drive of another connected computer. The **.PAD** file will also fit on a floppy disk and can be transferred using that medium. If you transfer the **.PAD** file using a floppy disk or other external media, you must ensure that the remote computer can access the folder hosting the original **.PAD** file and that the remote user has **Full Control** Permissions into this location.

Using the Shared Database

Use either of the following methods to open the database:

Open ACT!, click on the **File** menu, then choose **Open Database** and select the desired database from the **Open** window.

Copy the **.PAD** file to the users database folder and Double-click the **.PAD** file.

Sharing more than the Database:

You may share more than just the database in ACT!. You may share Saved Documents, NetLinks, and Dictionaries.

To share these items you would need to create a shared folder for each type (recommended) of data and allow **Full Control** for all users. Change the Preference setting on each workstation to the shared folders. To change the Preference settings use the following steps:

Launch ACT!.

Open your BEAT database.

Click **Preference** from the **Tools** menu

Under the **General** tab click the drop-down for **File type** and click the item you would like to change.

Click the **Browse** button for **Location**, browse to the new shared folder, and then click **OK**.

Click **Apply**, and then **OK** when you have completed, to save the changes.

If you receive a "Could not access the specified database" error message when attempting to open the shared database, refer to the following Knowledge Base document for information on resolving this issue:

Title: Error: "Could not access the specified database"

Answer ID: 14148

Adapted from an article from www.act.com