

# MA Club

*Martial Arts Manager Software*



System Update

Version 1.02

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Document Version 1.01

Martial Arts Manager Software

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# System Update

This document explains how to install an update to the MA Club database without losing data from your existing version.

However, care should be taken to follow these instructions carefully.

## When To Use

These instructions should be used following the release of an MA Club update. Updates are released periodically, to either correct system bugs, or add additional functionality following user feedback.

## Should I Upgrade

We strongly advise all our users to upgrade to each new version of MA Club as it becomes available. We will be unable to offer continued support of earlier versions. Therefore to keep up to date and benefit from our ongoing assistance as needed, it's in your best interests to take advantage of each upgrade to come along.

# Upgrading

Before attempting to install an upgrade to MA Club, you should perform a backup of your existing system and store it in a safe place.

**Caution!** Martial Arts Manager Software take no responsibility for any loss of data following a system update. The emphasis is placed on you taking the necessary measures to protect your data, by backing it up to a safe location before starting the upgrade process outlined below.

## Step By Step

The steps below outline how to install an update file, and transfer your existing data across. Each step must be followed exactly as outlined.

1. Open your existing copy of the MA Club database
2. From the Home screen select the **Users** button to access the User Accounts screen.
3. Reactivate the Master account by checking the *Active* field. This is necessary as the update file will be reset to the default Master account, and will not know your personal user account and or password.

**Note:** The Master account Level must be set to its original Master settings. If you've changed this, you will need to change it back before reactivating the account.

4. Return to the Home screen and select the **Settings** button to navigate to the Settings screen.
5. Click the **Functions** button located top right on the Navigation Bar, then the **Backup** button. This will make a backup copy of your database and save it to your Desktop. The saved file will be called MAClubBackup.st6. You should check this file is present, and consider making another copy of it and storing it in a safe place.
6. Close MA Club.
7. Download the update file as directed when notified.
8. Unzip the update zip file and save the enclosed MA Club.fmpur data file into the database folder on your computer.
  - Windows - Documents/MA Club/MA Club.fmpur
  - Mac OS - Applications/MA Club/MA Club.fmpur
9. Open MA Club in the normal way. You will need to log in using the Master account name and the password "master".
10. From the Home screen select **Settings** to access the Settings screen.
11. Click the **Functions** button located top right on the Navigation Bar, then the **Restore** button. This will import your existing data across from your backup file.

12. When the restore function is complete, return to the **Home** screen, then select **Users** to access the Users table to check your previous user account is listed and active.
  13. Next exit the database.
  14. Reopen the database using your original and personal user account and default password.
- Note:** Whilst the restore function will reset your personal user account, the password associated with it will reset as well. So if you changed your password, please note it will have been reset, e.g. if user account was John Smith, password will have reset to “john”.
15. From the Home screen select **Users** again.
  16. Deactivate the Master account by removing the check in the *Active* field.
  17. Check the database to ensure your data transferred correctly.
  18. Any issues contact us at [info@martialartsmanager.co.uk](mailto:info@martialartsmanager.co.uk).