

Moving Your Payment Book Software to a New Computer

If you've been using our payment book software and have purchased a new computer, you will need to move the software to your new computer. When you try to install the program onto your new PC using your old installation disc, you may receive a cryptic Microsoft error messages saying the software cannot be installed. Or you may discover your new PC does not even have a CD rom drive and there is no place to insert your installation disc!

Here are ways to get your payment book software up and running on your new computer:

First, a bit of detective work is needed.

INSTALLATION UPGRADE OPTION #1 (requires a bit of technical knowledge)

First, to install our program on your new computer, you must install an appropriate version of Microsoft Access Runtime. Keep in mind, Microsoft has created eight versions of their runtime, so you must install the correct one based on the configuration of your new PC.

Call or email us. We will send you a new installation program on a USB flash drive. This flash drive has all eight runtime versions. Once you have it, you need to determine what version (if any) Microsoft Office is running on the new PC. This will dictate which runtime you will install.

Installing our software onto your new computer from the flash drive means you will not have any of the previous data from your old PC. If you need future access to that data, you must use installation Option #2. (See below.)

Remember, the first step is to determine two things regarding your new PC:

1. Is it running a 32-bit or a 64-bit operating system?
2. What version of Microsoft Office is installed on the PC?

There are numerous versions of Microsoft Office:

- Microsoft Office 2010
- Microsoft Office 2013
- Microsoft Office 2016
- Microsoft Office 2019
- Microsoft Office 365
- There are older versions of Microsoft Office, but they are no longer supported by Microsoft (or us!)

Having determined:

1. The operating system you have (32 or 64-bit) and,
2. Which version of Microsoft Office is on your new PC.

You may now select the appropriate runtime from the flash drive and install it on your new PC.

- Upon successful installation of the proper runtime, you may simply copy the ACCDR file (pb2017.accdr or pbook020.accdr) to a folder on your local PC hard drive, then create a desktop shortcut to that file. Clicking the shortcut should initialize the program and you are now ready to use the payment book creator program on your new PC.

INSTALLATION UPGRADE OPTION #2 (An easier method)

You may prefer to move your existing program from your old PC to the new one, keeping the program on the old PC, and using it on the new PC, too. For current Payment Book Creator owners, the number of installations of our program is not limited.

The easiest way to move the program from the old computer to the new one is:

1. Copy the ACCDR file (pb2017.accdr or pbook020.accdr) from the old PC to a USB flash drive
2. Then copy that file from the flash drive to the hard drive onto your new PC.
3. Create a folder on your new PC.
4. Add a desktop shortcut to that file to make it easy to find and open.

Remember: you still need to determine two things regarding your new PC:

1. Is it running a 32-bit or a 64-bit operating system?
2. What version of Microsoft Office is installed on the PC?

Armed with this information, you are ready to go online and download the version of MS-Access Runtime program you need directly from Microsoft.

- MS-Office 2010: <https://www.microsoft.com/en-us/download/details.aspx?id=10910>
- MS-Office 2013: <https://www.microsoft.com/en-us/download/details.aspx?id=39358>
- MS-Office 2016: <https://www.microsoft.com/en-us/download/details.aspx?id=50040>
- MS-Office 2019 and MS-Office 365: <https://support.microsoft.com/en-us/office/download-and-installmicrosoft-365-access-runtime-185c5a32-8ba9-491e-ac76-91cbe3ea09c9>

Download and install the appropriate runtime program, click on the shortcut you created for your payment book software, and the program should open with all of your existing data intact.

Troubleshooting:

- You may have installed the 64-bit runtime when you need the 32-bit version, or you may have installed the 32-bit version when you need the 64-bit. If you installed the incorrect version, just uninstall that incorrect version you installed, and then install the other one.
- It's important to know which MS-Office version is installed before you download the runtime program. You can determine the MS-Office version by opening MS-WORD or MS-EXCEL and opening the "ABOUT" dialog on the title bar.