

Sharing your database or system settings with others in your organization is easily accomplished using Floor Estimator Pro Commercial software & an active Internet connection.

Here's how it's done

1. Log into the Floor Covering Soft website ( [www.FloorCoveringSoft.com](http://www.FloorCoveringSoft.com) ) – your username will be your email address; your password will be “1234”
2. Next click the online services tab
3. Now establish a unique code for uploading and a unique code for downloading your information. Note that you create these codes yourself and they are simply for security purposes. We suggest that your codes include both letters and numbers and be no more than 8 characters in length total with no spaces or punctuation marks.
4. Click the Save button and exit the website
5. Launch the Floor Estimator Pro software and choose the Tools dropdown menu, then click Upload Material Database
6. Your account ID should be shown here, but you must enter the upload code that you created in step 3 above.
7. Check Material Database and then click OK – you will see a progress bar as your database is uploaded and stored on the server (the Floor Covering Soft server)
8. Anyone else in your organization may download your copy of the database for use in their system by choosing the Download Material Database option from the Tools pull down menu and entering the Download code that you setup in step 3 above, from inside of their copy of the software.

They may also upload their own database by following the same process as described above, provided they use the proper upload code that you created in step 3.

9. **Important Note:** Your Company (Account ID) will have only one database stored on the server at any time, so anyone that you allow to upload will overwrite the currently stored database on the server.