

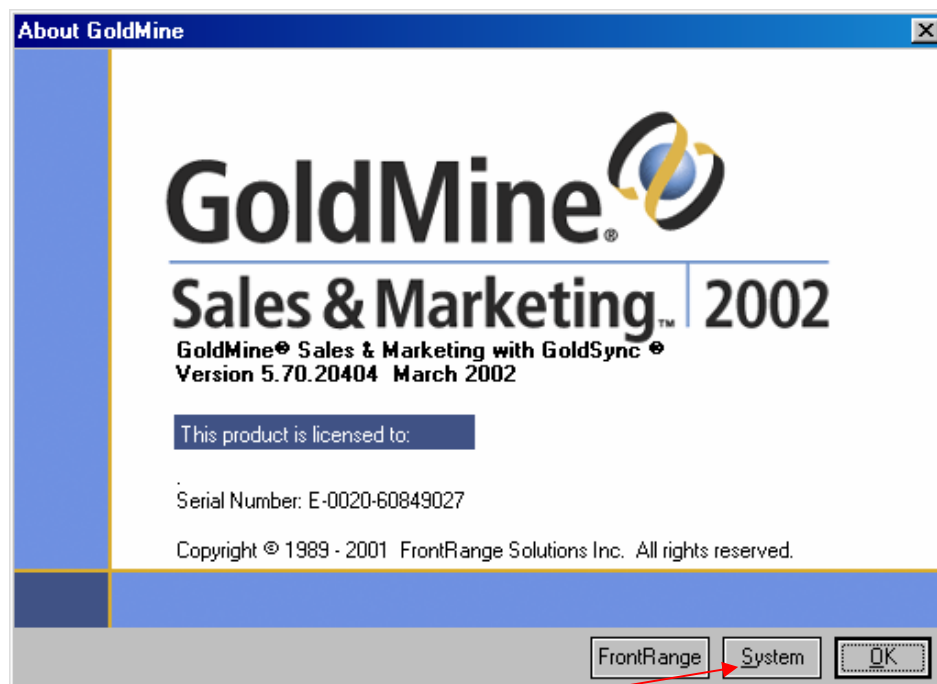
## How to configure QAS for GoldMine

Extract the contents of the zip file to the GoldMine SYSTEM folder (the folder containing LICENSE.DBF)

Firstly, it is necessary for QAS for GoldMine to be configured with the appropriate information regarding the location of various GoldMine® system files.

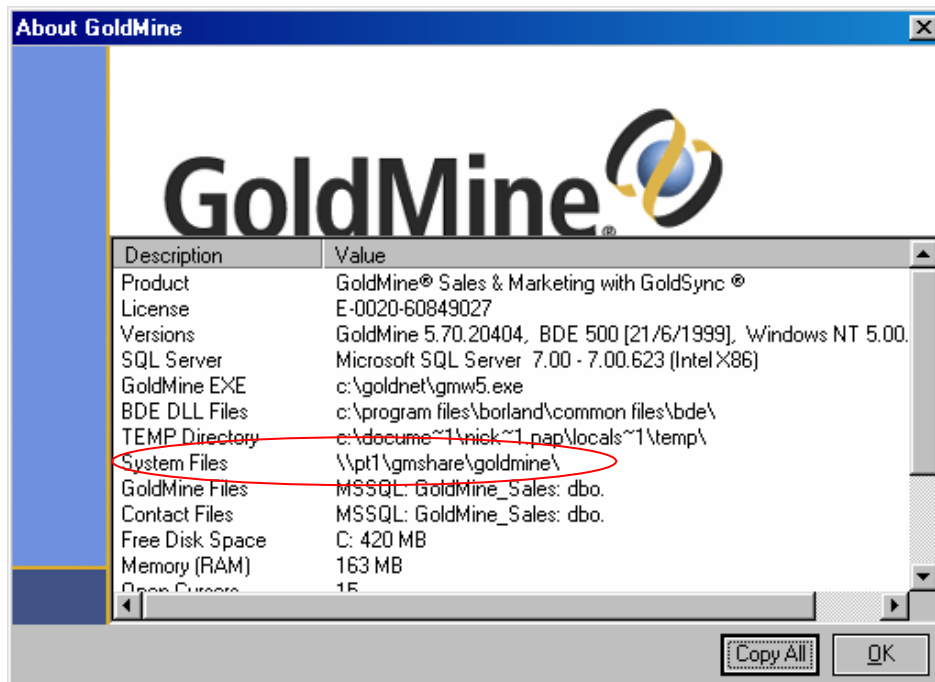
Confirm the location of the GoldMine system directory as follows –

From the menu bar of GoldMine® select **Help | About** to summon this window:



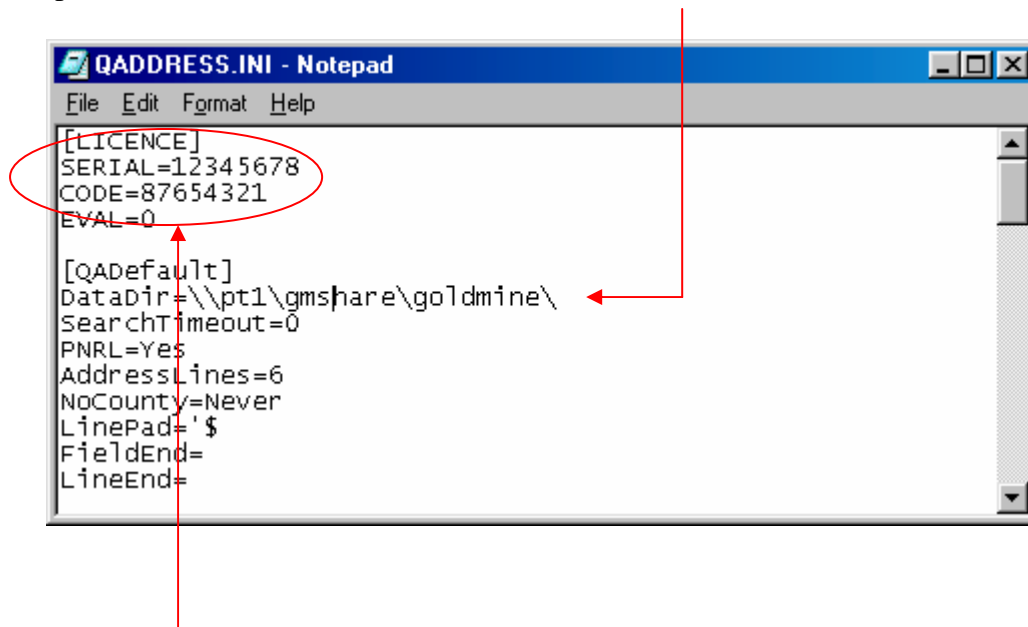
Click on the **System** button.

This will summon the following window:



The location of the GoldMine system directory is indicated above.

Start Windows Notepad® and open the file named QADDRESS.INI as shown below. Edit the **DataDir=** line in the QADDRESS.INI file to reflect the correct path, as in the example shown below:



The **Serial Number** and **Activation Key** are obtainable from Papillon Technology. Save the file and close Notepad®.

(Please note - the activation key will only function with the licensed copy of GoldMine® for which it was purchased.)

Leave all other settings as they are, **Save** and **Exit** the file .

Each GoldMine user on the system has their own .INI file e.g. John.ini  
It will be necessary to edit the “username.ini” file for each prospective QAS for GoldMine user as follows:

Open the appropriate username.ini file(s) and locate the section entitled [**FileMenu**]  
(If it doesn't exist then add it at the end of the file.)

Underneath this line type in the line:

**Opt1=&QAS, \\pt1\gmshare\goldmine\gmqas.exe,** (or whatever the location of your system folder)

(If the line **Opt1** already exists then use **Opt2** or **Opt3** instead.)

Leave all other settings unchanged, **Save** and then Exit the file(s).

Exit GoldMine if it is running and then log on again under the username corresponding to the ini file you have just edited.

Under the GoldMine **File** menu you should see the item **QAS**.

Right click on the GoldMine Toolbar menu and select **Insert Item**.

When the dialog box appears, open the drop-down listbox and select **All Items**.

Scroll the list down about two thirds of the way and select the “Shuttle” with either **1,2** or **3** next to it (depending on which **Opt** number was used previously).

Drag and drop the Shuttle button on to your GoldMine Toolbar.

**Close** the dialog box.

Locate a test record and insert a postcode into the **Postcode** (ZIP) field of a contact record.

To populate the address fields - click the **Shuttle** button.

For example, **1PE12DU** will populate:

**1 Peppercorn Close, Peterborough, Cambridgeshire, PE1 2DU**

into the address fields.

This completes the setup for the manual method of triggering postcode lookup for a given record.

If you wish to update the address fields every time a postcode is input or amended then the LOOKUP.INI file needs to be edited as follows.

[AutoUpdate]

**Zip=Zip**

[Zip]

**Lookup1=zip**

**otherwise=zip**

**Run=gmqas.exe**

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