



Want to use the *Costume Inventory Database* on a Mac?

The Costume Inventory Database (and the Props, Pattern and Lighting Inventory Databases) are written in MS Access - a Windows only application. It is possible and easy to use it on a Mac once you purchase / download and install additional software. Here is a list of the software programs you will need.

Software to purchase - if you do not have them already:

- VM Fusion® or Parallels® - these programs allow you to install MS Windows on the Mac and run Windows programs. Both will work with MS Office / Access and are easy to use and install. (I have only tested the VM Fusion product. I have not tested Parallels though it should have similar results.)

VM Fusion®: <http://www.vmware.com/products/fusion/overview.html>

Cost: \$49.99 (or less)

Parallels®: <http://www.parallels.com/products/desktop/>

Cost: \$79.99 (\$49.99 at Amazon.com)

Check the VM Fusion® and Parallels® websites for full documentation and support on these products. Please review the System (processor speed and memory) and Operating System requirements carefully. Older operating systems are not always supported. If you have problems with the installation please contact the software vendor directly.

- MS Windows® 7 Home Premium license (the Professional is an option but more expensive and not needed to run MS Access or the database.)

Microsoft: www.Microsoft.com Cost: \$199

Amazon.com \$ 150 and up (There are a lot of versions out there - do not get an "Upgrade" or OEM (Original Equipment Mfg) version.)

Other software vendors such as NewEgg.com or Staples.com for \$175 and up

Tech Soup (for 501(c)(3) non-profits and public libraries)

<http://home.techsoup.org/Stock/Pages/Category.aspx?category=MS-OperatingSystemsGG>

Software to Download for free:

- MS Access Runtime software - available free from Microsoft. Once you have installed the VM Fusion (or Parallels) and MS Windows you can download and install the Access Runtime software. Download it from:
<http://www.microsoft.com/en-us/download/details.aspx?id=4438>

Here are the steps I followed to install VM Fusion, MS Windows 7 Home Premium and the MS Access Runtime software on a Mac Mini. Your process may look different but should follow this general plan.

Note: If you have a Username and Password on your Mac you will need to use it several times during the process - even once you have installed MS Windows.

- 1) Download VM Fusion from website. Save to disk and Install.

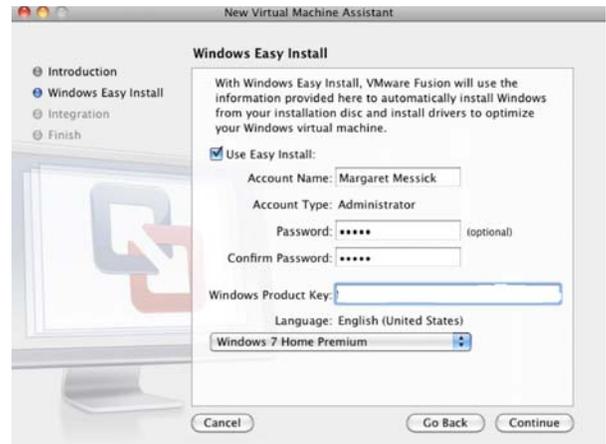


- 2) You will need to fill out your information to set up an account. They will send you an email with your License Key.
- 3) Install VM Fusions - follow the prompts on the screen.
- 4) Begin installation of Windows from within VM Fusion.

- 5) Open the MS Windows Home Premium package and put the 32 bit version of Windows in the disk drive. (There will be a 64 bit version in the package as well.)



Enter your information and the Windows Product Key. The Windows Product key will be on a yellow sticker inside the box.



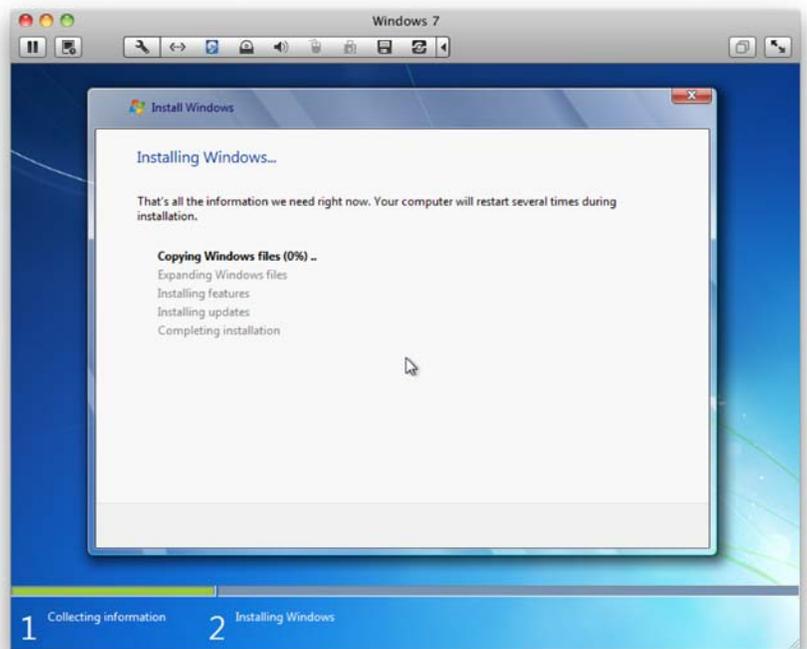
Select which ever level of sharing you want.





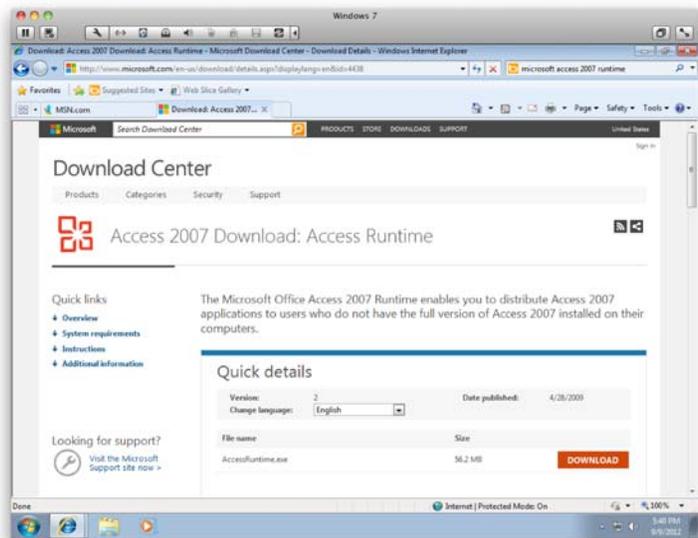
The VM Fusion part of the installation is finished. Now Windows will install on the Mac.

The Windows installation will take up to an hour to finish but it will ask for input a few times during the process. You might want to have a good book or some hand sewing to do while you wait.

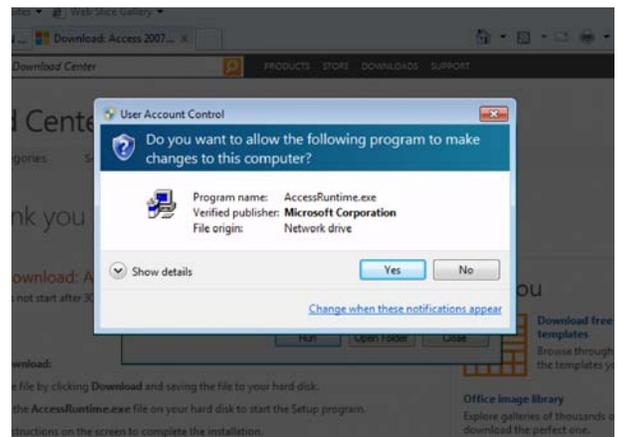


When the installation is finished you will see the MS Windows logo on the screen. To open up Internet Explorer and download the MS Access Runtime, click on the toolbar button at the bottom of the screen.

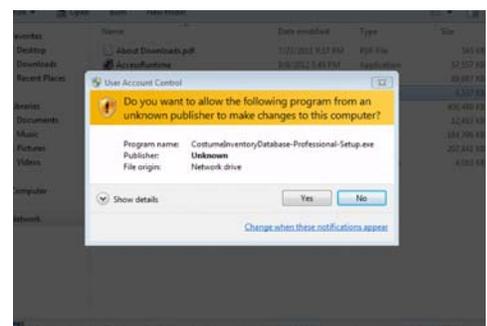
- 6) Once in Internet Explorer you can go to the Microsoft Download center for the Runtime software. Downloading this free application allows you to open and use any MS Access database - especially the Costume / Prop / Pattern and Lighting Inventory Databases.



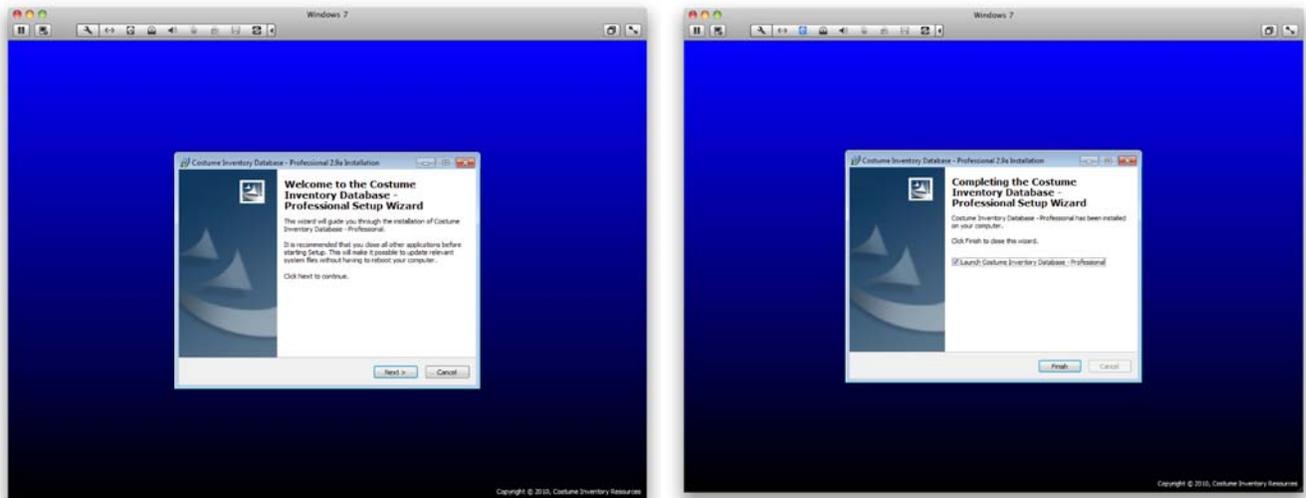
- 7) You will be asked if you want to run or save the application. Choose "Save" and then run it from your hard disk. You will also be asked if you want to allow this program to make changes to your computer. Answer "Yes".



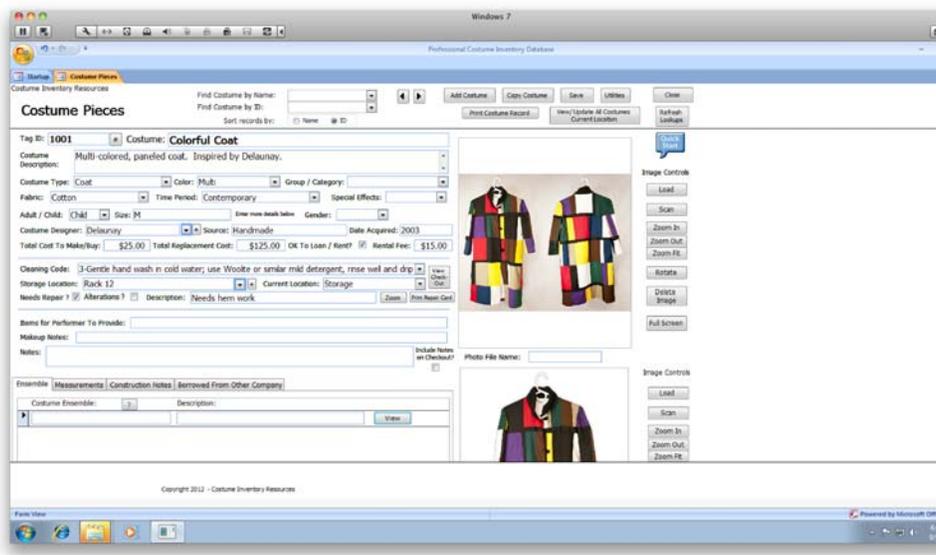
- 8) Once that is installed you can go to the Costume Inventory Resources website (www.costumeinventory.com) and download the Costume/Props/Pattern/Lighting database. You will be asked to save or run the program. Save it to your Downloads folder. From there you can run the installation program which will set up the folder for the database and install the image processing software. You will be asked if you want allow the software to make changes to your computer. Answer "Yes".



- 9) Follow the steps in the Inventory Database set up. On the last screen you will be asked if you want to “Launch” the software. Answer “Yes” and the database will open.



- 10) Once the database has opened you can start entering records, loading photos, searching for records, printing reports, and more.



- 11) To exit the Inventory Database go to the Main Menu and Click “Exit”.
- 12) To exit from Windows / VM Fusion you can Quit VM Fusion from the VM Fusion menu. This will close MS Windows and VM Fusion. When you want to start again, open VM Fusion and it will open Windows. You will see the Costume/Props/Pattern/Lighting Inventory Database icon on the desktop.

For general questions about the process you can contact me, Margaret@costumeinventory.com but I am not a Mac user so I may not be able to help. Please contact VM Fusion for more support.