

# *FlexDraft*<sup>®</sup>

## Estate Planning Document Assembly System

# Quick Start Installation Guide

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This *Guide* summarizes the bare essentials necessary to get *FlexDraft* up and running on your computer. If you’re computer savvy, if you’d rather experiment than read, or if you’re just in a hurry, this Guide is for you. Otherwise, try the more detailed, “Getting Started Manual” ([Getting Started with FlexDraft.pdf](#)). You can download the Getting Started manual from [www.FlexDraft.com](http://www.FlexDraft.com) (User’s Area). If *FlexDraft* is already installed on your computer, click [Start](#) - [All Programs](#) - [FlexDraft](#) - [Getting Started with FlexDraft](#) or browse to the Resource\* Folder.

- **Backup Existing *FlexDraft*; Uninstall for “Clean Start.”** If *FlexDraft* is already installed, make backup copies of all Answer & System files, & any documentation you’ve modified (with comments, etc.). Then, if you want a “clean start”, completely uninstall *FlexDraft*.
- **Map Network Drive.** If this will be a network installation, be sure each networked PC has “mapped” the network drive/directory that will contain the FlxDrft directory. (Do *not* map to the FlxDrft directory itself.)
- **Install *FlexDraft*.** Download and run the *FlexDraft* setup program (on your network server first, if applicable, then again on each networked PC that will use *FlexDraft*).
- **Microsoft WORD Users, Import Numbering Scheme.** If you’ll be using Microsoft Word with *FlexDraft*, you *must* choose a numbering Scheme & “import” it into Word on every PC that will use *FlexDraft*. Click [Start](#) - [All Programs](#) - [FlexDraft](#) - [Word Numbering Schemes](#) (or browse to [Schemes](#) in the Resource\* Folder) to review the available Schemes. For import instructions, refer to the appropriate document in the Resource Folder: either “**How to Import Schemes-Word XP.pdf**” or “**How to Import Schemes-Word 2010.pdf**”.
- **Register & Setup *FlexDraft*.** Start *FlexDraft*. From the [FlexDraft Main Menu](#), select [30 Day Free Trial](#) and follow the on-screen instructions. Then select [FlexDraft Setup](#) from the [FlexDraft Main Menu](#) & complete each part denoted as «UNANSWERED». (In network installations, Registration & *FlexDraft* Setup need to be performed only once for the entire network.)
- **Take the Tutorial.** Open and/or print **FlexDraft Tutorial.pdf** (located in the Resource\* Folder) and walk through the steps to draft estate planning documents for Ward & June Cleaver.

I admit it: taking a tutorial doesn’t seem consistent with the concept of *quick* starting. However, **the Tutorial is absolutely the quickest and most effective way to learn *FlexDraft*.**

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\*The *FlexDraft* Setup Program creates the Resource folder in the Document folder; typically, this is [C:\FlxDrft\Document\Resource](#) in single user installations & [<N>:\FlxDrft\Document\Resource](#) in network installations (where <N> is the mapped drive in which the FlxDrft folder was installed).