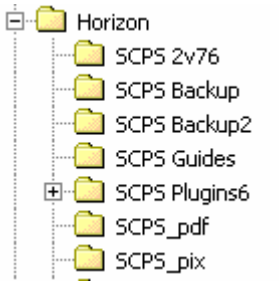
Converting
SCPS Product Pictures and PDF files
from embedded files to linked files.

We have created a new method for using pictures and pdf's in SCPS. Instead of coping and pasting them into the SCPS product library (embedded), you will now save pictures and pdf's as files in 2 new folders on your hard drive called SCPS_pix and SCPS_pdf. These files are then Linked to the SCPS product library.

These pictures and pdfs will be available to you from SCPS without increasing the size of your product library. This will make SCPS operate more efficiently and make backing up and upgrade much faster.

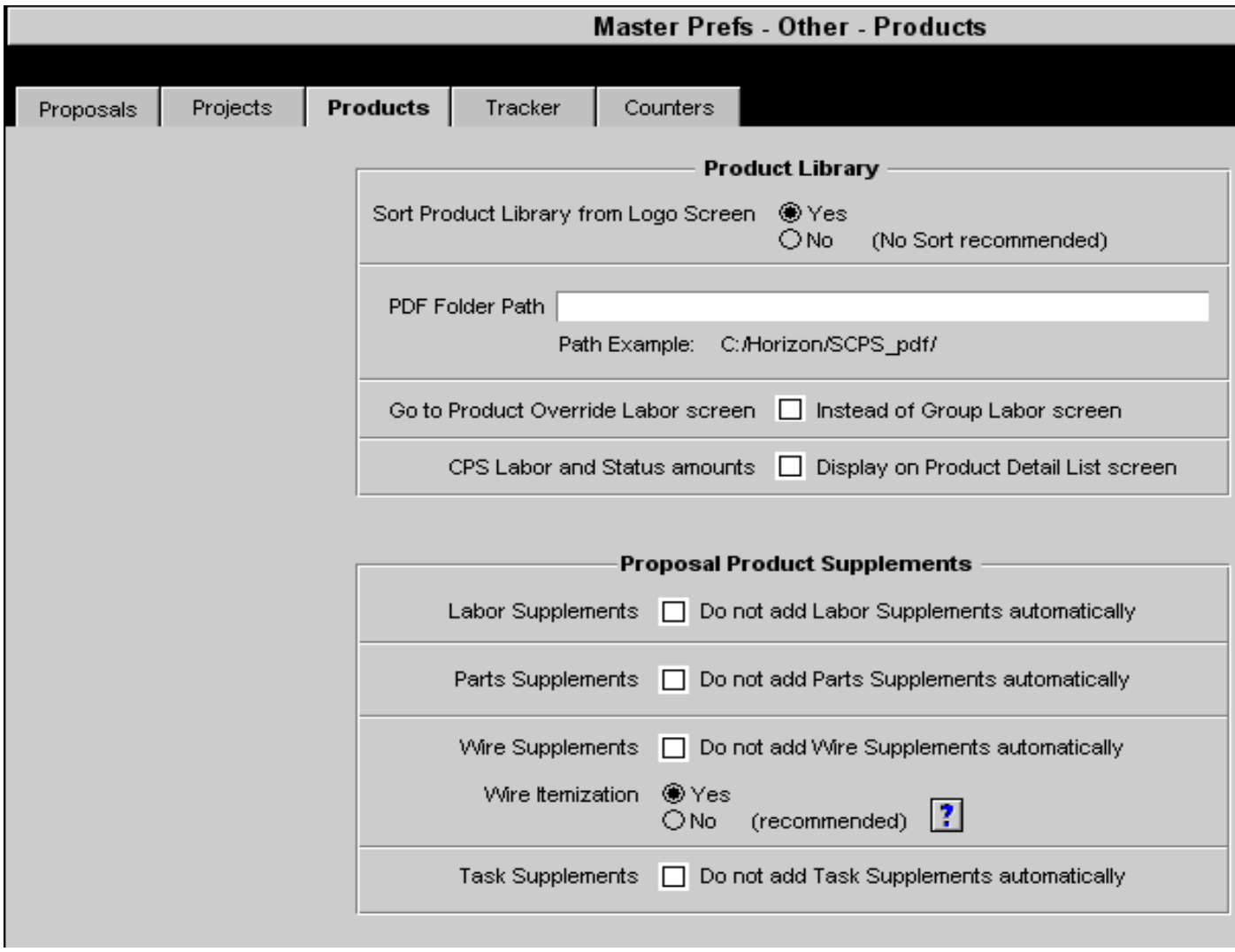
The first thing to do is to create the 2 new folders in your Horizon folder on our hard drive and name them exactly like this.

SCPS_pix
SCPS_pdf.



Pictures and pdf's placed into these folders should have file names indicating the make and model number and indicate if they are "sales", "front" or "back" pictures. Pdf's should indicate if they are "sales", "specs", "data", "user manual, "service manual", "other".

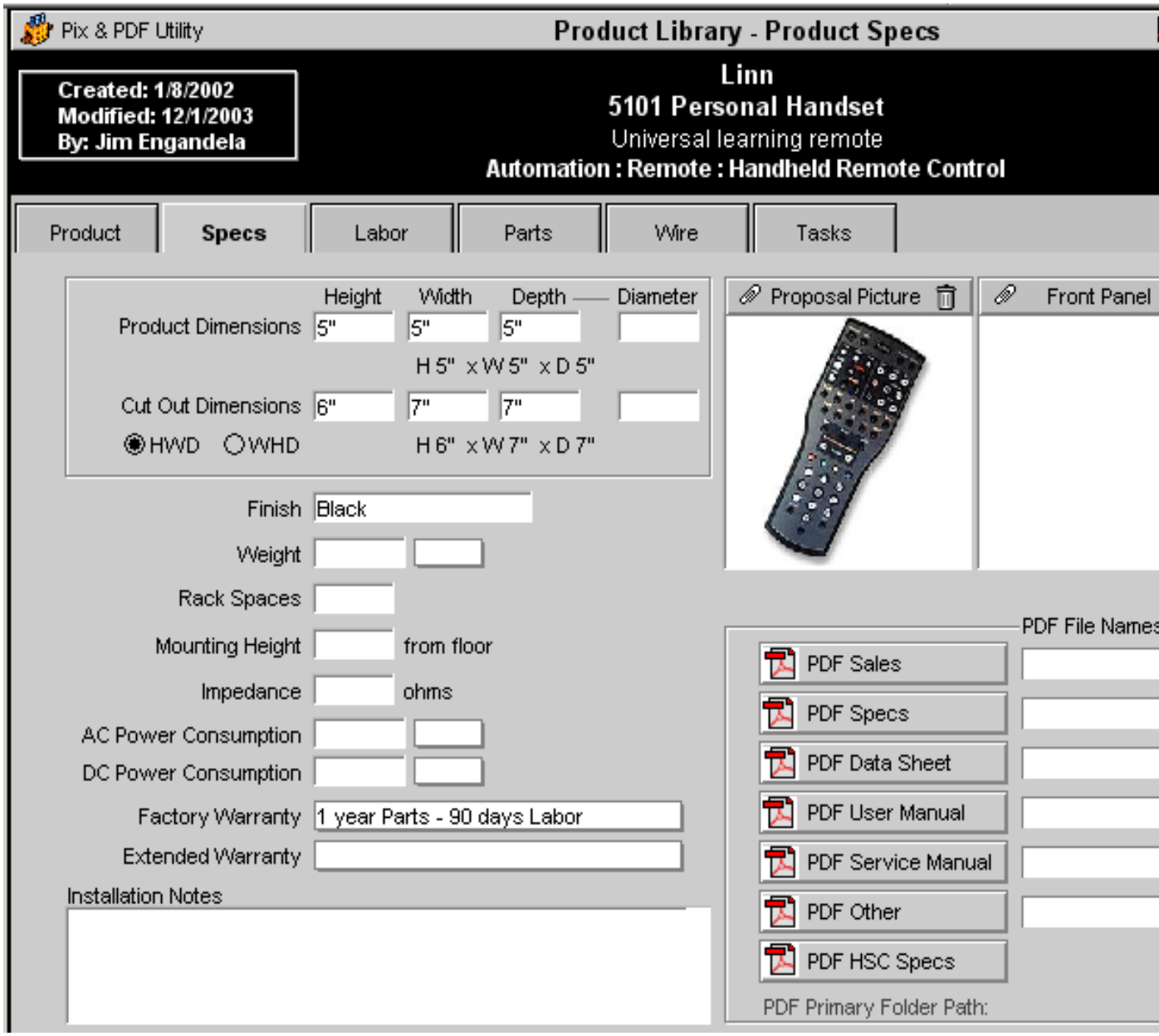
Then go to the SCPS Master Preferences and enter the path to the SCPS_pdf folder as shown in this example. This path has to be exact.



Then go to the SCPS Product Library and click on the Pix & PDF Utility button in the upper left corner.

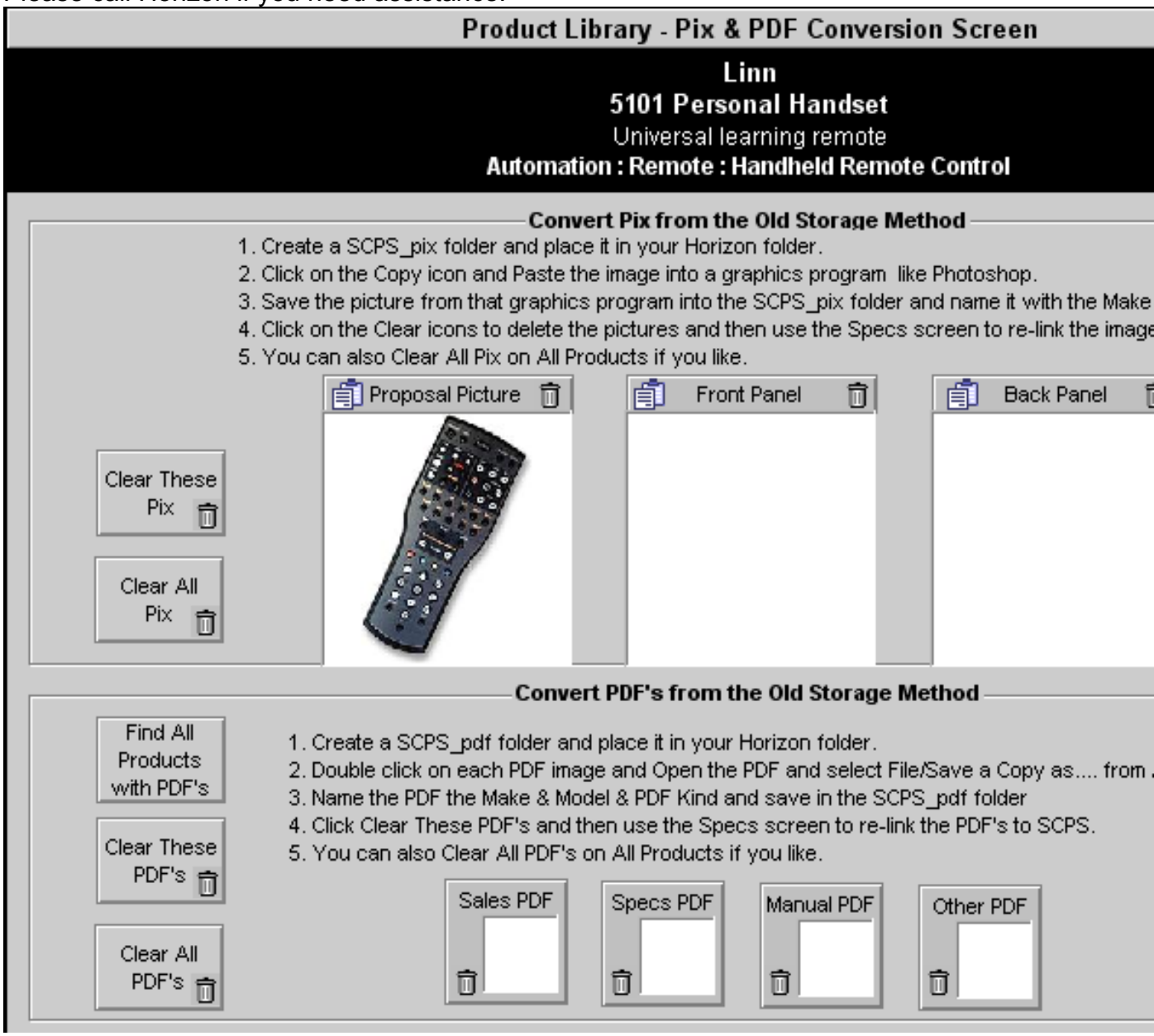
By the way new pictures are attached by clicking on the paper click on the top of each picture and then opening the picture file in the SCPS_pix folder.

New pdfs are attached by typing in the exact file name of the pdf next to the pdf buttons. The you can open the pdf by clicking on the button.



At the PIX and PDF Conversion Screen you can follow the direction for removing the pix and pdf's from your SCPS product library and putting them into the new SCPS_pix and SCPS_pdf folders on your hard drive.

You can run through all of your products using the Prev Next buttons.

After you have removed and deleted all of the pix and pdf images you can go back to the previous spec screen and attach them again using the new method previously described.

I know this will be a bit of work but it will have huge benefits for you in the future. Please call Horizon if you need assistance.