

## Running competitions or exhibitions for more than one organisation on single computer

If you run competitions or exhibitions for more than one organisation, you may ask PhotoCompSoftware to provide you with more than one organisation code.

If you have one organisation code that you use only for competitions and another that you use only for exhibitions then no further action is needed. However if you want to run competitions for multiple organisations or exhibitions for multiple organisations on the same machine, you need to take some additional steps.

This document refers to “exhibitions”, but is equally applicable to competitions. Just replace “PhotEx” with “PhotoComp”.

### Setting up

Let us say you have two computers – one currently used for running *ORG1* and another used for running *ORG2*. You want to run *ORG2* on the same computer as *ORG1* – we’ll call this the Master computer.

On the *ORG2* computer you will find a folder called `C://Users/xxx/appdata/local/pcs/PhotEx` (xxx is your Windows user name). If you can’t see this folder in Windows Explorer, click the “View” tab at the top of the Explorer window and tick “Hidden items”. (Note that there maybe a “PhotEx” folder in `C://Users/xxx/appdata/local` as well – make sure you get the one in `C://Users/xxx/appdata/local`)

Copy the folder onto a memory stick (it’s quite small) and rename it `PhotEx_ORG2`. Then copy it from the memory stick to `C://Users/xxx/appdata/local` on the Master computer. (Note that there maybe a “PhotEx” folder in `C://Users/xxx/appdata/local` as well – make sure you get the one in `C://Users/xxx/appdata/local`)

Copy the exhibition folder from the *ORG2* computer to any convenient location on the Master computer. You can do this via a memory stick or your local area network. You may also need to copy logos if they are not in your exhibition folder.

### First time usage

Start PhotExCreator and you will see a window asking you to select the organisation that you want to work with. Select *ORG2*. You will find that the recent competitions list is empty. Use the [Browser for an exhibition] option in the drop down list to locate your exhibition .pcss file at it's new location on the Master computer.

Use PhotExCreator to locate the logos at their new location. Note that *ORG1* and *ORG2* with both use the same download/backup folder and Email log.

## Normal usage

Each time you start any PhotEx programme you will see the window asking you to select the organisation do you want to work with.

## Technical note

The folder `C://Users/xxx/appdata/local/pcs` always contains a folder called PhotEx. This contains the data for the organisation that you are currently using. Say you had been using ORG1. When you select ORG2, the *PhotEx* folder is renamed *PhotEx\_ORG1* and the folder called *PhotEx\_ORG2* is renamed *PhotEx*.