



## Adding Books in MacRep

October 2005

Adding books instructions for v. 6.0 and higher

### **Add books + access number for MacRepertory 6.0**

- 1.** Quit MacRepertory. Install new book as per instructions.
- 2.** Open MacRepertory 6.0 program. Check that the new book is loaded correctly by going to "**File** Menu/Repertories or Keynotes" inside the MacRepertory program. Once you've verified that book is loaded....
- 3.** Click on **File** menu and select **Preferences**.
- 4.** Click on "**add additional books**" (bottom left).
- 5.** Scroll through using "next page" arrow until you find the book you want to add. (First window will be Repertories, if you are adding a keynote, click OK to see list of Keynotes).
- 6.** Click on the small square to the left of the book and enter the access number provided by KHA or on Install Instructions.
- 7.** Click OK until you go back to MacRepertory. Check to see if the book can be opened in MacRepertory by going to "File menu/Open repertory (or keynotes)", locate the book and double click on it.
- 8.** To make your new book the default when you open MacRepertory, go to **File** menu, Open Repertory (or keynote). When you locate the book you wish to make your default, click on the small square at the bottom of the window "**make the selected file the default**" and then double click to open your book

### **For tech support within the US and Canada**

Toll Free: 1-877-937-5368

Local: 1-415-457-0678

Email: [KhaTech@igc.org](mailto:KhaTech@igc.org)

Available Monday – Friday from 9:00 to 4:00 PST

### **For international tech support**

Contact your local representative or dealer by visiting our website at [kenthomeopathic.com](http://kenthomeopathic.com) or [KhaEurope.us](http://KhaEurope.us)

You may also call our **European Distribution Office** in the UK at 44 (0) 1883-331586. Availability times vary.