

Access shortcut to another company's database OZOLS TMS

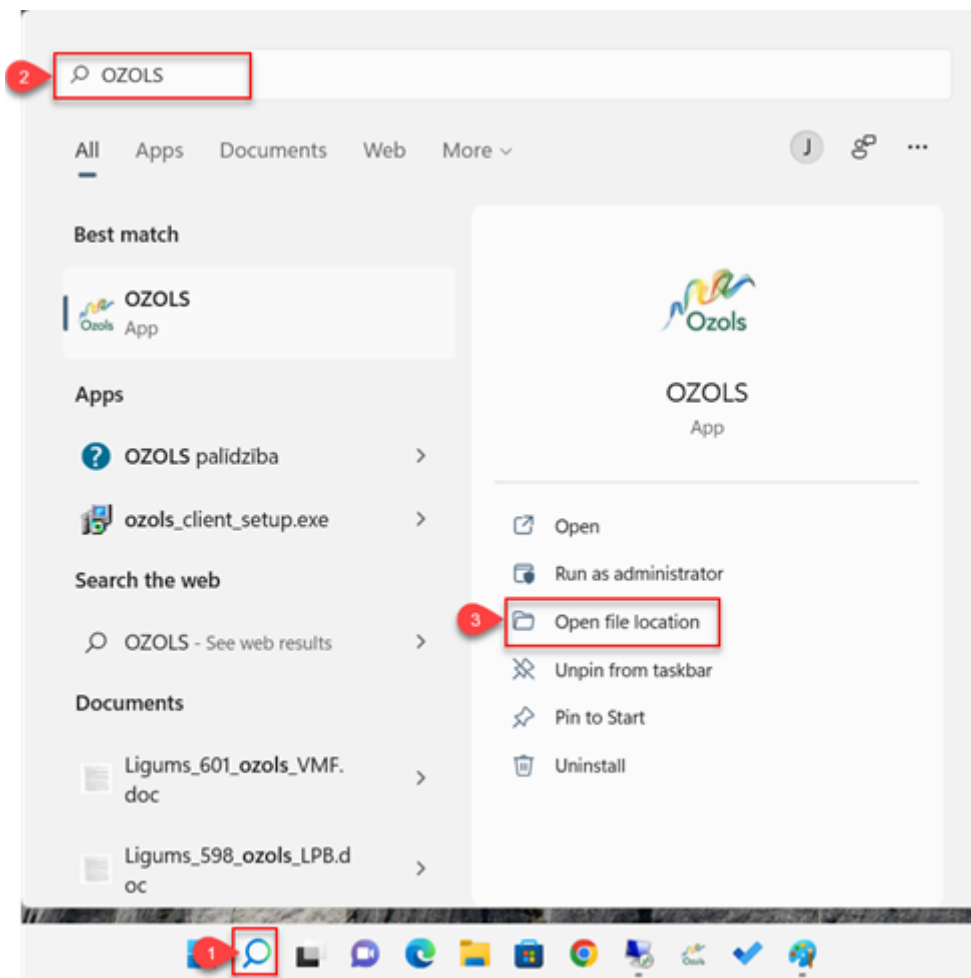
If you have **two or more companies with separate access to OZOLS TMS** , it is possible to create a shortcut to each of these companies. **Benefits:**

1. You only need **to enter a password when** opening company database;
2. **Open and work with several companies at the same time.**

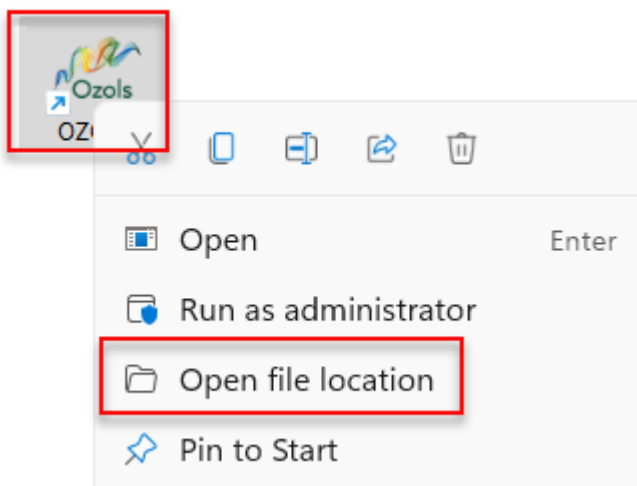
1) press search on the Windows desktop ;

2) OZOLS is written in the search field ;

3) Select **Open file location** ;



4) Select Open file location again until a folder opens where you can see a file called OZOLS.EXE

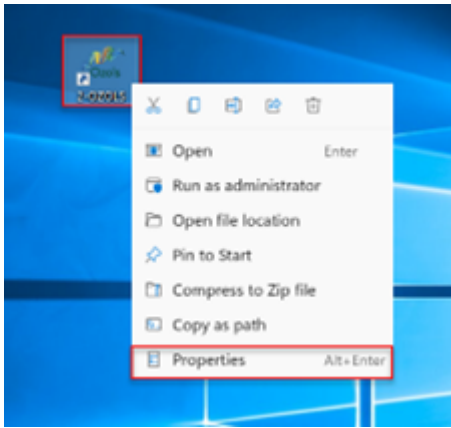


5) Create **a new Folder** with the name of the desired company.

6) **Copy** the OZOLS.EXE file and place the copy in the **newly created folder**.

7) Create a shortcut to the new OZOLS.EXE file on the desktop and **rename** it to fit the name of the desired company.

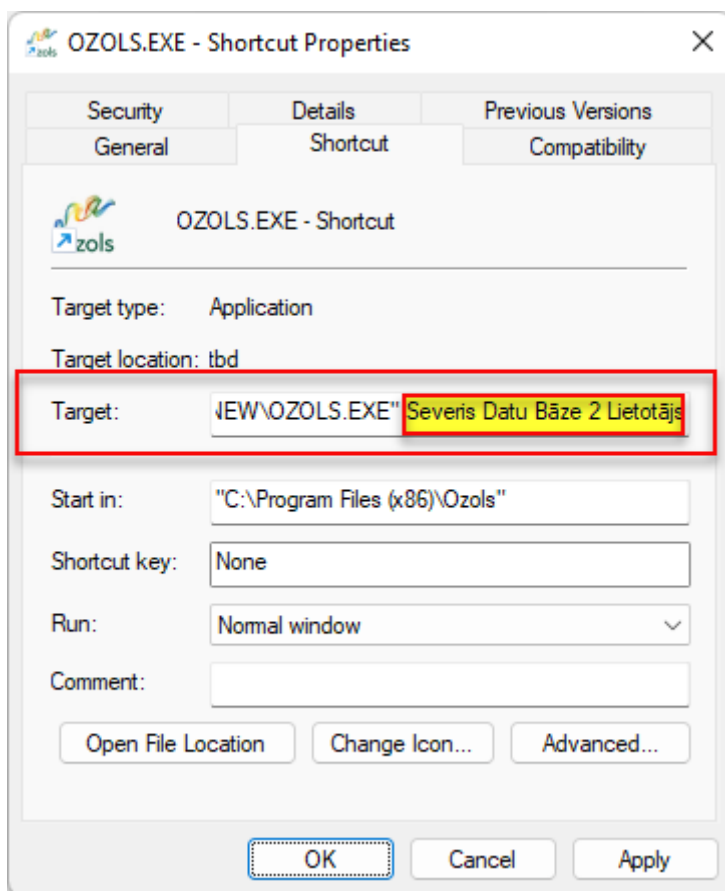
8) Open Functions with the right mouse button and select **Properties**.



9) In the **Target** field , add the already existing record with server, company database and user information:

1. **Server** – Name of the server on which the company OZOLS TMS database is located;
2. **Database** – the username assigned to the company in the Ozols database;
3. **2** - the number two, which must be entered before the user's name;
4. **User** – the username assigned to your Ozols user account.

There must be a space between these entries !



When the record has been updated, close the window by pressing **Apply** and **Ok** .

Congratulations ! You have created a separate access to the company account in OZOLS TMS!

Now you can simultaneously open all companies that are available to you in OZOLS TMS on your computer.

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