How to Install PC Access

1. Close all programs that you are currently running.

2. Insert the CD-ROM into your computer’s CD-ROM drive.

3. Shortly after you insert the CD-ROM you will see a window asking if you want to install PC Access. Select Yes.

4. Follow the onscreen instructions. If you have the diskette version, you will be prompted to insert the other disks during the installation. The total installation time should be 5 to 10 minutes.

After you have installed PC Access, the program automatically starts the User Authorization Manager. After your User Authorization is installed, you are asked if you want to run PC Access. This will allow you to register and finish setting up your PC Access. After you fill in the registration window, the Installation Assistant Window will display.

5. Click on BASIC (Easy Setup for Beginners)

6. In the MLS Setup Window:
   a. Type in the Phone #to dial:
      • 270-5720 for members local to Madison*
      • 757-8227 for members local to Janesville*  
   If you need to access an outside line first, enter a 9, before each number. To disable call waiting, type *70,, before each number. **NOTE:** If these phone numbers are long distance, you may wish to use the Using PC Access to Login via Internet option (found in this packet) or call 608-240-2806 for more information.
      b. Select the correct Speed (or one nearest your Modem’s maximum speed) for your modem. **NOTE:** This selection is **very important** and affects how you connect to Maestro™ – leaving the speed at 9600 if your modem is faster may cause problems viewing or printing listings.
      c. Under Emulation, select Maestro.
      d. Click Next.

7. In the Agent Setup Window:
   a. Type your Name: Last, First
   b. Type your MLS Login Name (usually your first and last name)
   c. Type your MLS Password
   d. Click Next.

8. In the Modem Setup Window:
   a. Click on the correct Com Port for your modem – verify that you have selected the correct Com Port by using the Test option.
   b. Click on the correct Dialing Type for your phone system.
   c. Click on Done.

Now you are ready to use PC Access. From the Main Menu of PC Access, click on the CALL MLS button or press M on your keyboard. When you see the “Welcome to Maestro™” screen, if you have entered the login name and password information correctly, you should be able to just press ENTER to continue to the Maestro™ Main Menu. If you have any problems or require further assistance, please contact the MLS Computer Helpline at 608-240-2806.

* If you can not locally dial the Madison or Janesville number, call the MLS for other options.

Find answers to frequently asked questions about Maestro™ and PC Access on our website:
Go to http://www.scwmls.com

Revised 6.22.01