

**To install:**

Visit <http://www.digital-scribe.org/faq.php> for detailed instructions.

**Quick Version:**

1. Create or select a MySQL database.
2. Put your login name and password for the MySQL database in access.inc.php.
1. Upload the Digital Scribe files to your server.
2. Go to run\_first.php via a browser and follow the instructions on the page.
3. Delete run\_first.php and update.php.

**To upgrade from version 1.3.1 or 1.3:**

1. Download the following files from your server, header1.php, header2.php, style.php, footer.php, and all the images in the DigitalScribe/images folder.
2. Upload all the Digital Scribe files to your server and replace the duplicates.
3. Upload the files that you had downloaded during step 1.
4. Modify access.inc.php to have your MySQL login name, password, and database name. You can't use the old version as this file has changed.
5. Go to upgrade.php via a browser.
6. Delete upgrade.php and run\_first.php.

**Common Pitfall**

If you get an error when you try to edit a file in the templates page of the administration section you need to change the file permissions to writable (chmod 666) for the files style.css, header1.php, header2.php, and footer.php - all of which are in your main Digital Scribe folder.