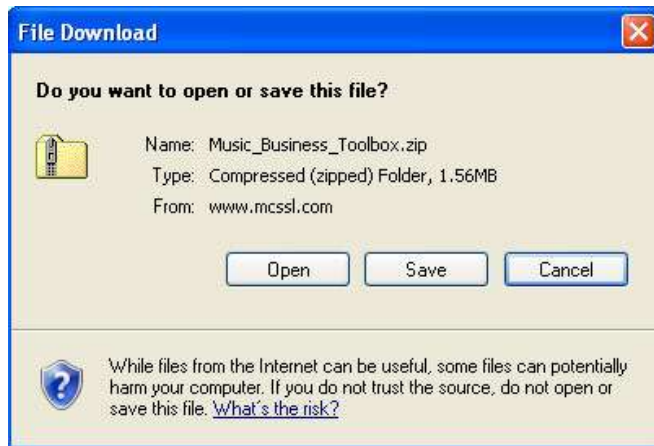


## Music Business Toolbox – Download Instructions

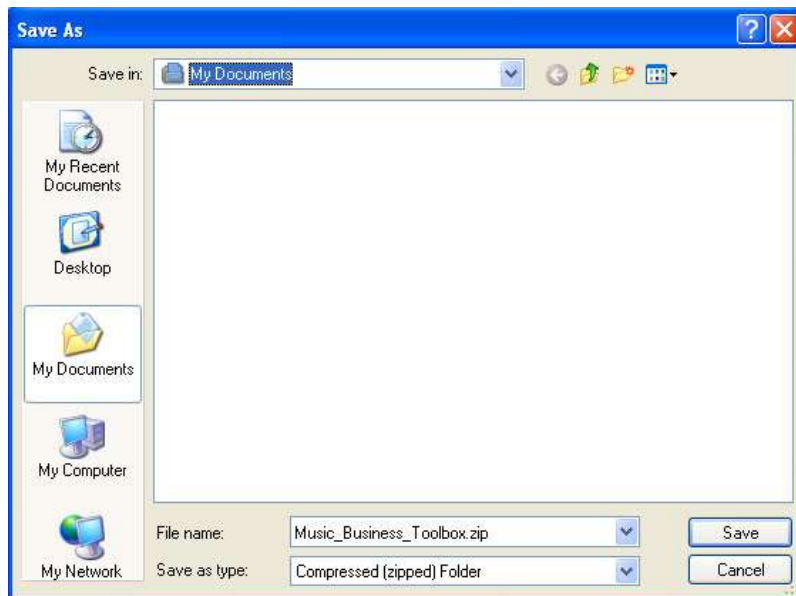
1. You will receive an email from us with a link to download the Music Business Toolbox. Simply click on or paste the link into your browser.
2. Depending the security settings on your email manager, you may have to activate the link and allow the website to open

A new window will open and ask you “Do you want to open or save this file?”

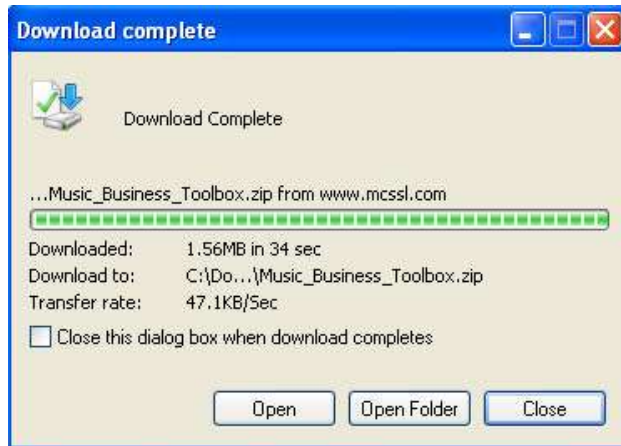


Click the **Save** button to save MusicBusinessToolbox on your computer

The Save As dialogue box will open. Choose the location where you would like the Music Business Toolbox Free Demo to be stored on your computer. **IMPORTANT:** Make sure you put it in a place that you will remember.



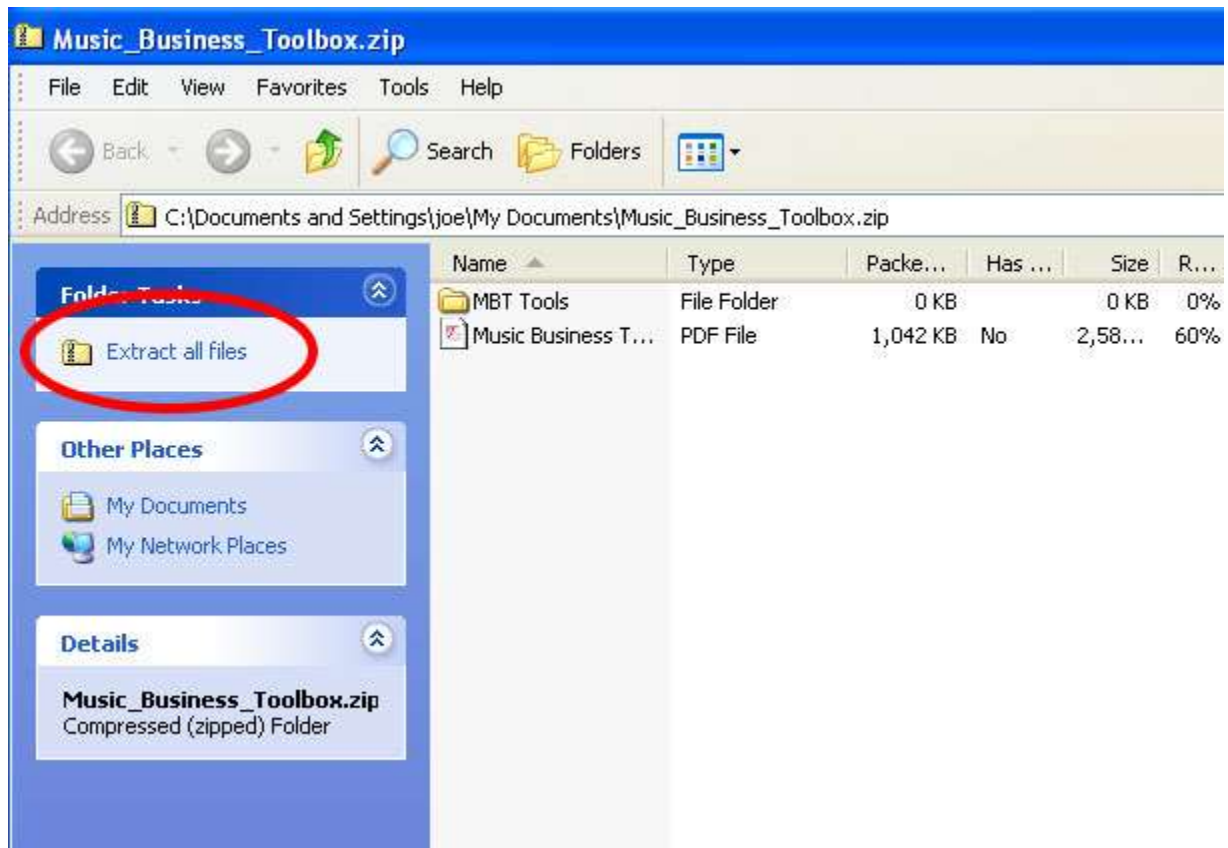
If the “Close this window when the download completes” option is selected the Download progress window will disappear when your download is complete. If the option is not selected, the Download progress window will remain open as shown below:



When the download is complete, click the **Open** button to open the MusicBusinessToolbox zip archive.

Depending on your security settings, you may get a message, “A website wants to open web content using this program on your computer”. Click **Allow**

**IMPORTANT:** After you have downloaded the file to your computer and open the Music Business Toolbox folder, you **MUST** click the **Extract all files** button in the toolbar.



This will Extract the Compressed (Zipped) Folders.

Select a destination and extract all files. Files will be extracted to the folder you choose. **IMPORTANT:** Make sure you put it in a place that you will remember.

You will then have two folders in your chosen location. Access the files from the uncompressed or unzipped folder.