



Club Office Report Viewer - Information

The report viewer is a small software application that can be installed on most any Windows computer and used to view Club Office member statements and reports. When installed, the module automatically associates “RPT” type files (files having an .RPT file extension) with the report viewer. RPT files are typically those used by the Crystal Reports system, which happens to be the same reporting system that Club Office uses. Crystal Reports is a product of Crystal Decisions, a subsidiary of Seagate Software. Report Viewer is a product from Club Data and uses the Crystal Reports engine as its display mechanism. The viewer must be installed on every computer that will be used to view the Club Office reports in RPT format.

How to Install the Report Viewer

Log into Club Data’s web site at www.clubdata.com and select the “Our Products” button. The viewer is one of the options listed on the products page.

1. Click on the underlined link: “click [HERE](#) to download the installer.” Soon afterward, a run/download/cancel dialog box will appear on your screen.
2. Choose the RUN option to run the installer. The installer file is about 3mb in size and may take a few moments before it’s visible on the screen.
3. If you receive a “security warning” message, click RUN again. Club Data is extremely careful about software viruses and spyware issues and warrants its software to be completely free from these maladies. Windows Vista users may encounter a warning message related to “digital signatures” as well. We do not utilize a digital signature for our software because we certify it ourselves. (See *Digital Signatures* paragraph below.)
4. Choose the defaults that appear on the installer screen by clicking the “next” button. At the end, click the FINISH button to complete the installation. You may or may not be reminded to restart your computer afterward.

How to Use the Report Viewer

1. The installer will automatically associate “RPT” type files with the viewer. When you either see an RPT file type on your computer or receive one via email, you can just double-click on the RPT file itself. The viewer will automatically start up and display the file.
2. You cannot run the report viewer by itself – you’ll receive a reminder message that to run it, simply open the RPT file associated with it.

Digital Signatures

Behind-the-scenes, Vista performs a lot of validation of software and drivers that are installed on the computer and provides on-screen warnings when software isn't "signed" or when the software can't be verified by one of the international software validation authorities. **Club Office** software falls into this category insofar as our software is not sold over-the-counter or a full system downloaded from the Internet. Instead, we deliver our software privately via our support web site or from our office via installation CD mailed directly to you. **Club Data** is the only outlet for our software and as such, we stand behind it ourselves as being free from viruses, spyware and all malicious intent. Because our products lie in quite a structured, vertical market and are not intended for general use, securing an expensive digital signature for our software would only add to your cost in using it. Therefore, when you install one of our software updates on Vista, you may see a warning that the software is not digitally signed. Now you also know why.