

Mozaik Software Version 8 File Sharing

Step One:

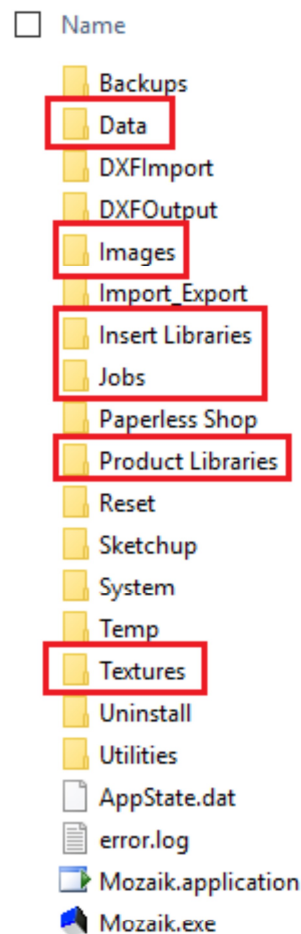
After Installing or Updating to Mozaik Version 8, your first step will be to choose your sharing method. Cloud based (such as Google Drive, Dropbox, or OneDrive), or network sharing options (a company file server, or home/office share) will work. In this example, I will use DropBox.

Step Two:

Next up, you'll want to create copies of folders you wish to be located elsewhere and shared. The 6 primary folders most users will want to share are **Data, Jobs, Product Libraries, Insert Libraries, Textures, and Images**. These can all be found in your **C:\Mozaik** folder.

While Textures and Images aren't 100% necessary for sharing/using Mozaik, if there's a chance you'll want to add more textures/images to your jobs you'll want to go ahead and share them as well. A link to our Online Help Site specifying what each of the data files are and where they are located can be found here: <https://sites.google.com/site/mozaik/help/how-to/share-data-between-computers>

This PC > OS (C:) > Mozaik

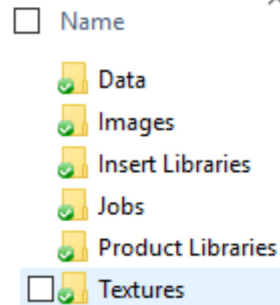


Step Three:

Paste these Copies into a Folder in your Chosen External location.

I have created a Folder inside of my Dropbox folder named "MozaikShareDB" so that it will be easier to organize. Also, as I'm using Dropbox, after the folders are copied I'll want to allow them to Sync.

Dropbox > MozaikShareDB

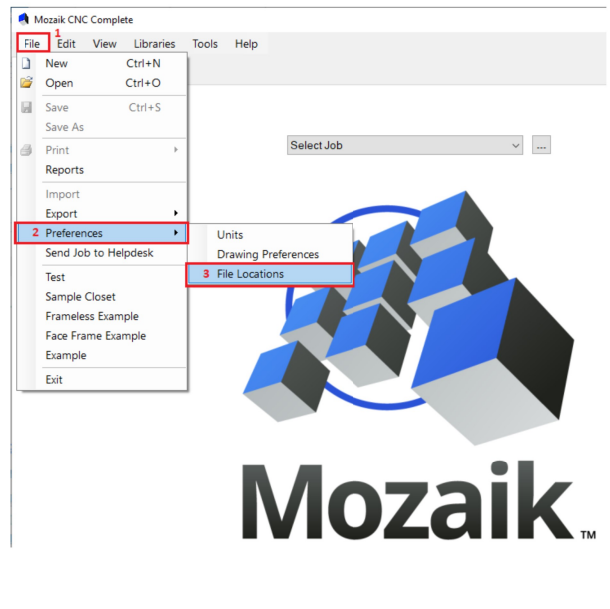


Step Four:

Next, we'll want to direct Mozaik to use this new location by launching Mozaik and going to:

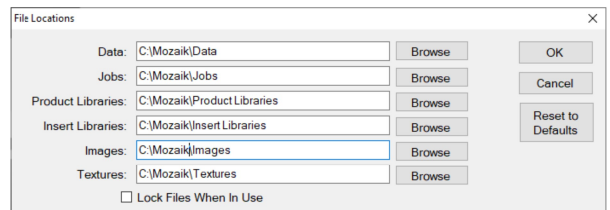
- 1) File
- 2) Preferences
- 3) File Locations

Note: This will be your second step on any additional seats. With the new first step being to connect to your External Location on the new computer.



Step Five:

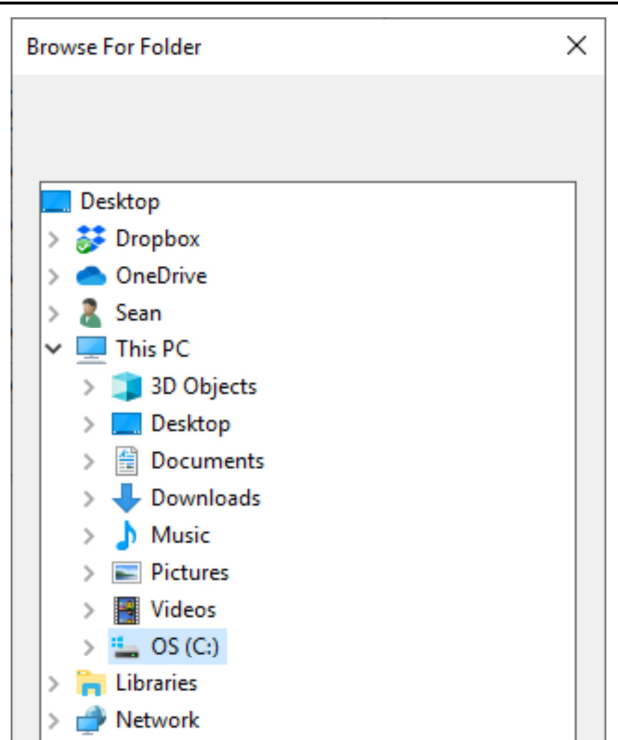
You'll be prompted with a window showing a list of the 6 folders as well as their default locations of C:\Mozaik\



Step Six:

Click the **browse** button next to the Folder you wish to change to your external location. We'll start with **Data**.

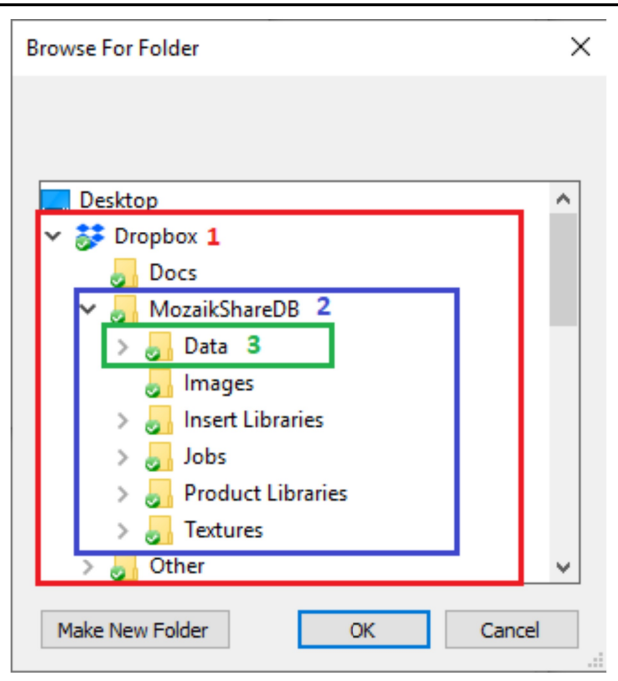
You'll be presented with a window showing a folder tree allowing you to find your external location.



Step Seven:

Then move down the file folder tree to select the Data folder:

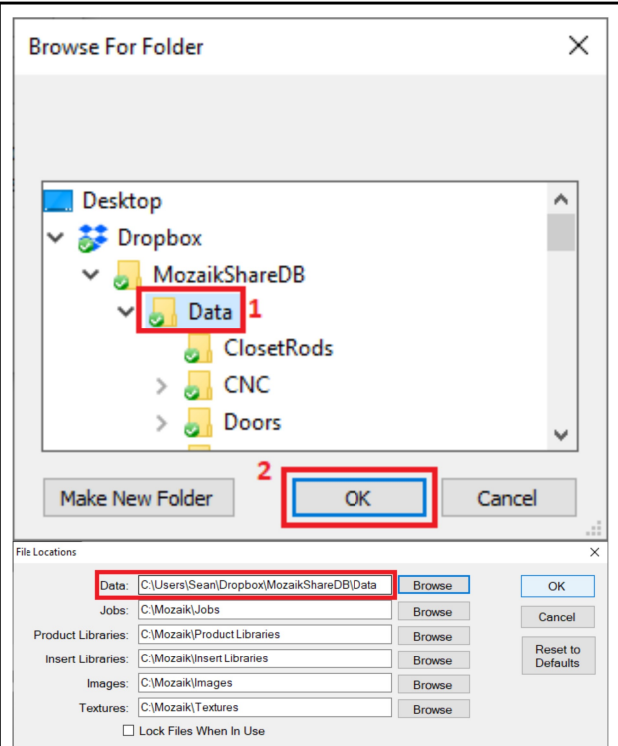
- 1) **Dropbox**
- 2) **MozaikShareDB**
- 3) **Data**



Step Eight:

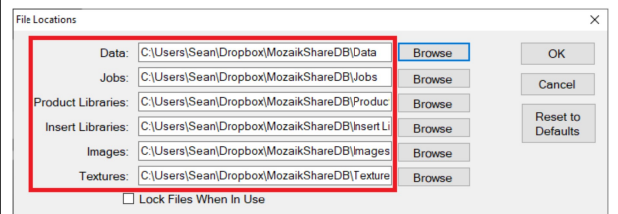
- 1) Select Data
- 2) Click OK

This will change the location of where Mozaik looks for the Data folder.



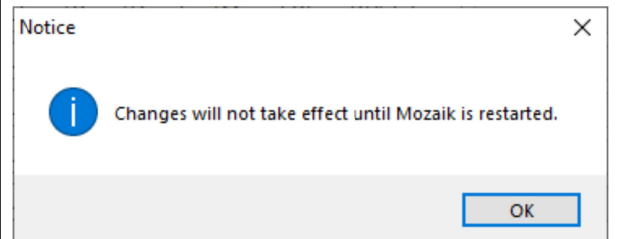
Step Nine:

You will then need to repeat the above (**Steps Six, Seven, & Eight**) for the remaining folders:



Step Ten:

Click **Ok** and you'll receive a notice to restart Mozaik for changes to take effect (Simply click **OK** again)



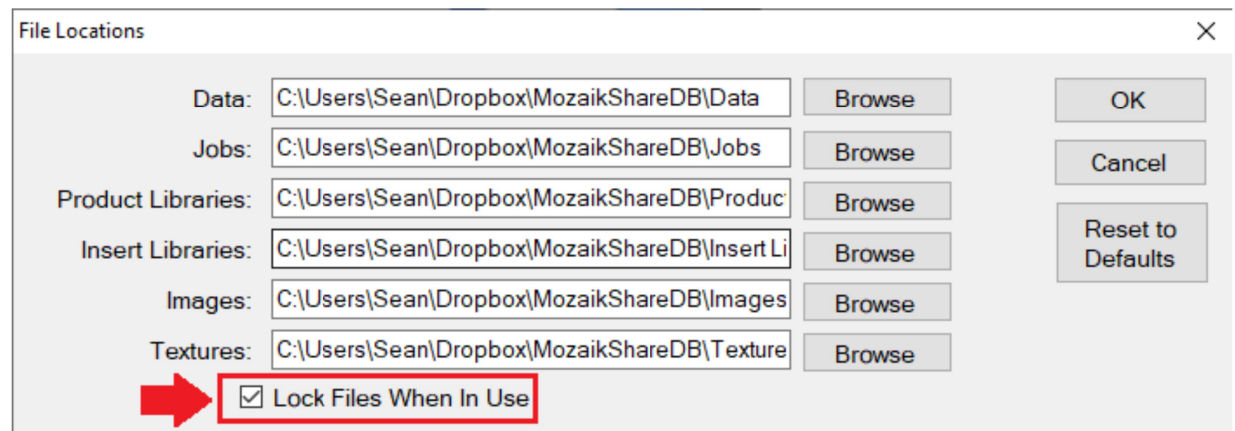
After restarting Mozaik, the software will now look to your Dropbox folder to access your Data, Jobs, Product Libraries, Inset Libraries, Textures, and Images.

On additional seats you will start by connecting the new seat to the same external location. You **will not** need to recopy any folders TO your external location. For example with Dropbox, You'll need to download, install, sign in, and Sync.

Once you have verified that you can navigate to the SAME folders (Dropbox\MozaikShareDB\Data, Dropbox\MozaikShareDB\Jobs, etc) as the first seat you'll be ready to start at the Mozaik>File>Preferences>File Locations step above (**Step Four**).

Other Notes:

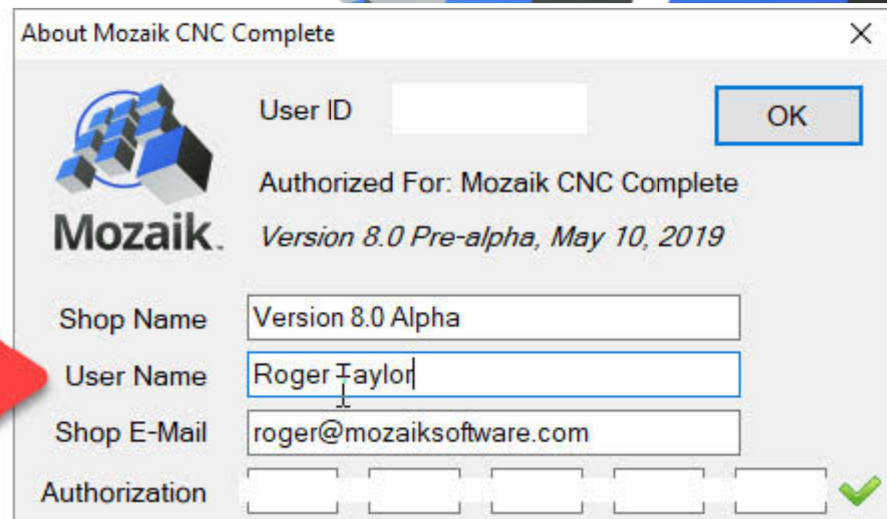
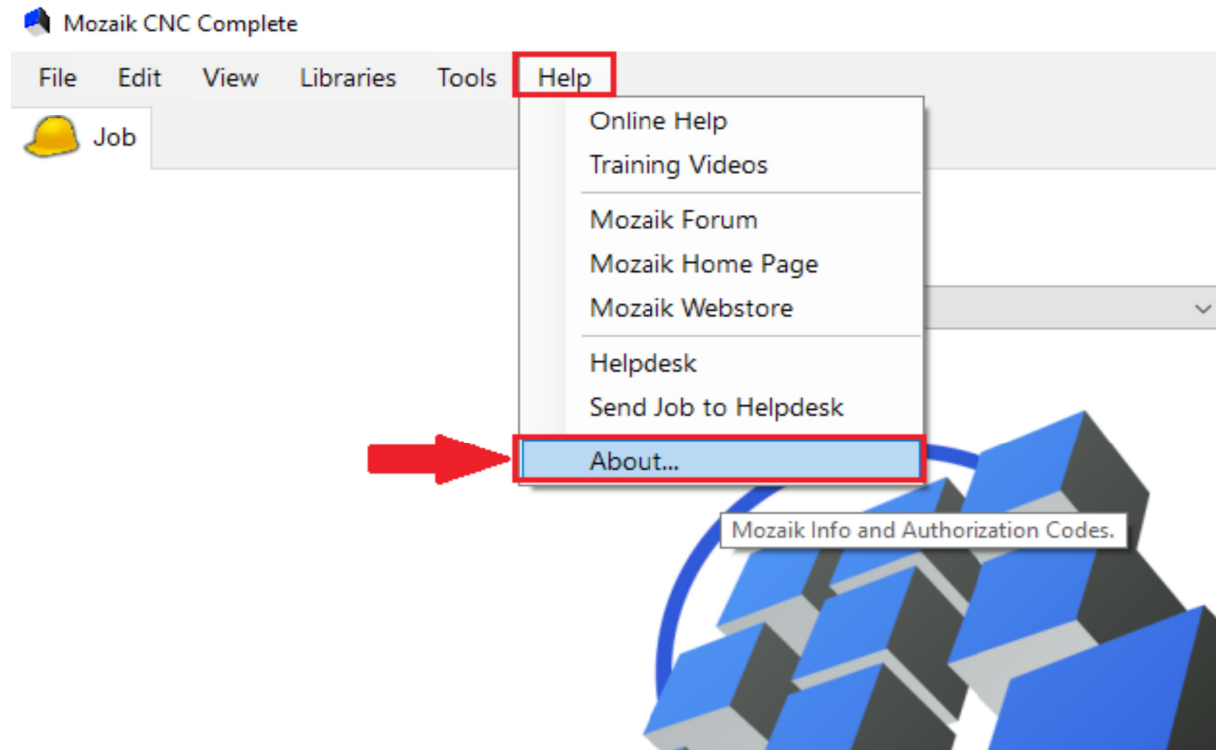
Click **LOCK FILES WHEN IN USE** (image below) to prevent multiple users from changing data files at the same time. For example, if USER-A is editing the Material Library, no one else will have the ability to make edits until USER-A exits the library. (this does not prevent users from starting or continuing to work on jobs.)



Whenever a data file is changed, a backup copy of the previous version is automatically created and stored with a time stamp, making it easy to recover data if something is inadvertently modified.

If a shared file location becomes unresponsive during a save, the user is given the option to save the data (or job) locally... the next time the file (or job) is accessed the user is given the option to sync it with the shared location(s).

A new User Name field has been added to the About Menu. The user name is used to label the per instance backup files - so the system administrator will know who made the changes and when they were made. The default user name is the computer name, it can be reset to anything you like.



There is no additional charge for this new multi-user file sharing capability... it is built-in to all three versions of Mozaik (Mozaik Design, Mozaik Manufacturing, and Mozaik CNC.) You will need to purchase Additional Seats for each device from the webstore just as before.