

How to download Project Client

The downloadable installation file for Project Client is located at the ContentDM User Support Center (USC). You will need an account at the USC in order to download or update Project Client and get access to OCLC documentation. All MMP contributors should create an account at the USC.

Note: This procedure assumes you are downloading to a Windows computer.

1. Go to <http://contentdm.org/USC>.
2. If you have already registered, log in. If you have not registered, click **Register Now** at right.
 - a. For your Organizational ID, enter **MTSL1034**.
 - b. For username, enter your email address.
 - c. For password, create your own password.
3. Once you are logged in, click **Downloads** at the top of the page.
4. On the *CONTENTdm Downloads & Guides* page, in the gray box at the bottom, click the first link, **Project Client Version 6.x**.
5. On the next page, in the gray box under *Download Project Client Version 6.x*, right-click on the link called **InstallProjectClient6.zip**. In the pop-up menu, click **Save Target As**.
6. In the *Save As* window, choose a location (the easiest is Desktop) and click the **Save** button. Wait for the download to complete.
7. Locate the file **InstallProjectClient6.zip** on your computer and double-click to unzip it.
8. You should see an icon called **Install Project Client**. Double-click it.
If asked about installing required or recommended tools, choose *Yes*.
9. After installation is complete, you will see an *Install Complete* message. Close that message.
10. Locate the **CONTENTdm Project Client** icon on your desktop and double-click it.

You may be asked for the following:

- **User name**
*You were given this by Mike Price at Montana State Library. It's a string like **cdm/103401user85***
- **Organization name**
Type the name of your library or museum.
- **Serial number**
C92E8-39MPC-ZRY9U-EYE22 (Enter exactly as given here.)
- **Password**
*You were given this by Mike Price. It is a string like **Yeg80Xeb***

How to start working in Project Client

1. In Project Client, click **Create new project**.
2. For **CONTENTdm Server URL**, enter <https://server16013.contentdm.oclc.org>.
For **Username** and **Password**, see above.
3. In the drop-down list, select the MMP collection you want to work on.
4. For **Project Name**, enter a name that describes the work you will do today. It is helpful to include a date as a reminder of when you last worked on this collection. For example, your project's name could be **AddingPhotos30-50_Jan26**.
5. Click **Finish**.