

WELCOME TO BIDMAGIC IN THE CLOUD!

AN EXCITING NEW ZERO INSTALLATION SOLUTION



BidMagic Cloud Hosting Steps to Get Started

After receiving your order, our team will provision a fresh installation of BidMagic software and SQL express 2016 in the cloud for the user names you supply. Allow 2-3 business days after we receive your database to complete this process.

Existing users can provide a fresh backup copy of your BidMagic SQL database so we can install it in the cloud. Backup your SQL, zip up the file and we will email you with a link to upload your database, up to 5 Gig. This will duplicate your data in your cloud installation.

You will be amazed at the performance of BidMagic in the cloud. If you are not satisfied, you can notify us within 7 days of receipt of your login for a refund and return to using your existing BidMagic installation. A \$199 non-refundable provisioning fee will be deducted if this occurs.

BIDMAGIC IN THE CLOUD offers a robust online experience that allows users to connect from any PC or Mac with just a web browser. This is perfect for today's mobile business environment where users need access from the office, at the jobsite, at home and on the road.

This eliminates the need for companies to install BidMagic on multiple PC's or servers. There is no need to purchase and maintain expensive servers, virtual machines, terminal services, remote desktop access, virtual private networks or other costly IT environments. Moving and changing your active users and keeping the software up to date becomes very simple. Mac users can even run BidMagic without needing to install a Windows partition in Parallels or Bootcamp. Unlike traditional remote desktop access, we have created a hosted application environment that connects directly to BidMagic.

The cloud provides access to the full power of BidMagic, not a wimpy online version. BidMagic uses a powerful SQL database and is scalable for companies of all sizes. Once you begin running BidMagic in the cloud, we know you will love the power, simplicity and affordability. You will always need internet access to run BidMagic or other cloud resources.

Zero Installation Setup: BidMagic will install your Database and Templates

If you are an existing BidMagic user our team will install your database and templates in the cloud for you. This will create a clone of your BidMagic. You will be able run BidMagic in the cloud as soon as the provisioning is completed.

You will receive a simple web link (url) and credentials

The BidMagic team will email your new web link and credentials with instructions to access your server in the Cloud. Note: for existing users, these Cloud server credentials will be different than your BidMagic credentials. Be sure to keep a record of both. Simply click on the link or paste it into your favorite web browser. Please bookmark this page as a favorite to easily recall it. Store your new user name and password in a safe place. You may be prompted to download a plugin for your browser.

Use your new credentials to log on to the Cloud server. Your credentials can be stored here.



Then Login to BidMagic with your user name and password. Existing users should already have this info. The BidMagic user name can be remembered, but not the password.



Managing Users and Passwords:

Your Cloud server users and credentials can only be setup and changed by contacting BidMagic support. Your BidMagic users and credentials can be setup and changed by your local BidMagic administrator. Additional user license can be obtained from BidMagic sales. All registered users can be logged in at the same time.

Please use the first week to check out your new Cloud version

During the first week, existing users should switch to doing all of your work in the cloud. This will be a new experience so we recommend that you verify the functions described below are working including checking your user's access to all of the resources and printing on your local PC's. You will still have a copy of your local BidMagic as a backup. Portable bids can be used to send bids to and from your local installation to the cloud if needed.

UNDERSTANDING YOUR NEW CLOUD ENVIRONMENT

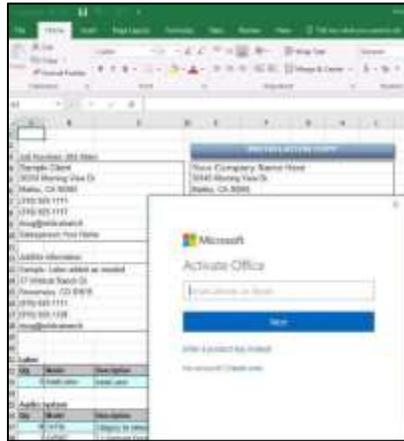
Your new Cloud environment includes BidMagic and additional resources

The Cloud environment is setup much like a PC with needed resources. It includes BidMagic software and Microsoft SQL Express database plus more resources including an internet browser, java, flash, Adobe Reader and more. Contact support if you need assistance as cloud users do not have direct have access to the cloud server desktop to manage these resources. 100G of fast SSD storage is included. Users can purchase additional storage if needed.

Create and Save Documents to your local PC or in the Cloud.

Your cloud environment includes a trial version of Office 365, which you can activate if you wish to create and store your documents in the cloud. Do not Activate this option if you want to automatically send your documents to Word and Excel on your local PC. Some features may be disabled until you activate these license(s) for your existing account(s) or purchase licenses from Microsoft. The normal

price is \$99 per year. We recommend setting up your Outlook credentials for BidMagic integration.



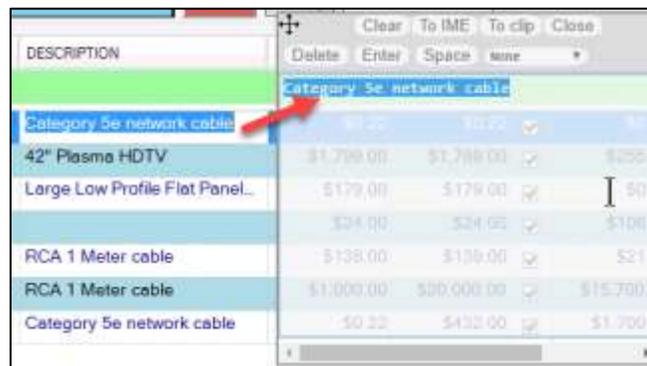
The Cloud Toolbar

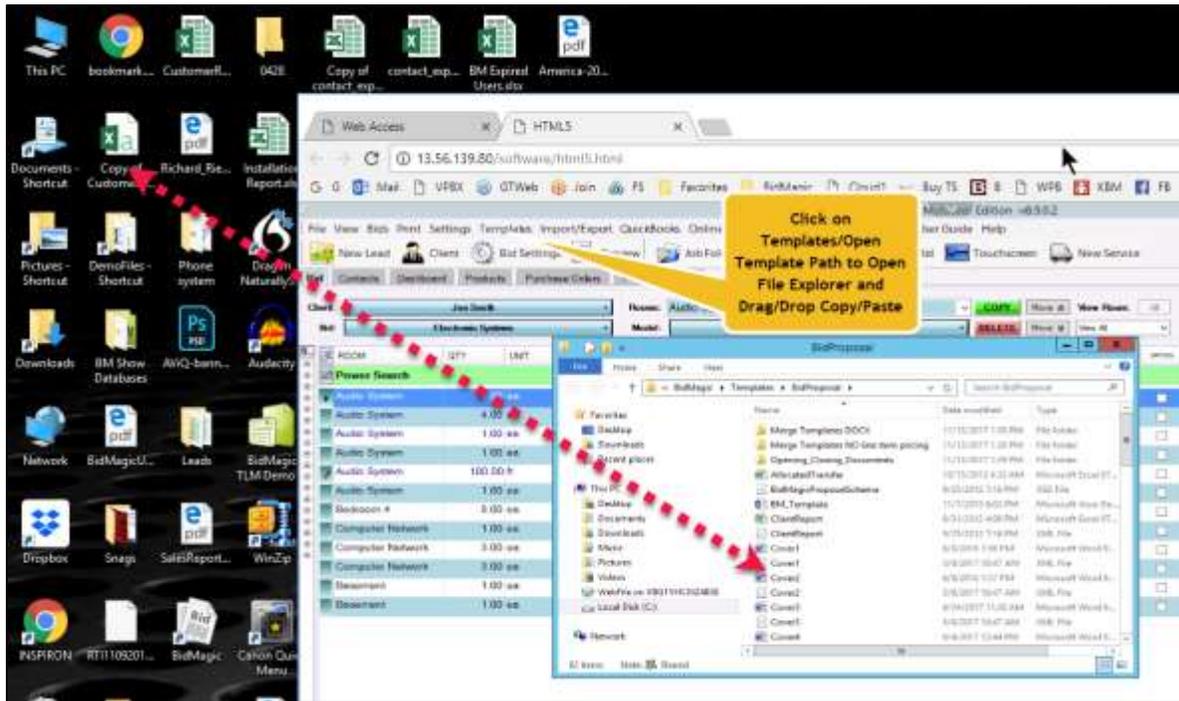
Since users do not have access to the cloud server desktop, it is important to understand the Cloud Toolbar which permits users to Print, upload files, copy to Clipboard, download files, connect to File manager (file transfer), toggle full screen and open Notepad.



Copy and Paste Data to and from the Cloud

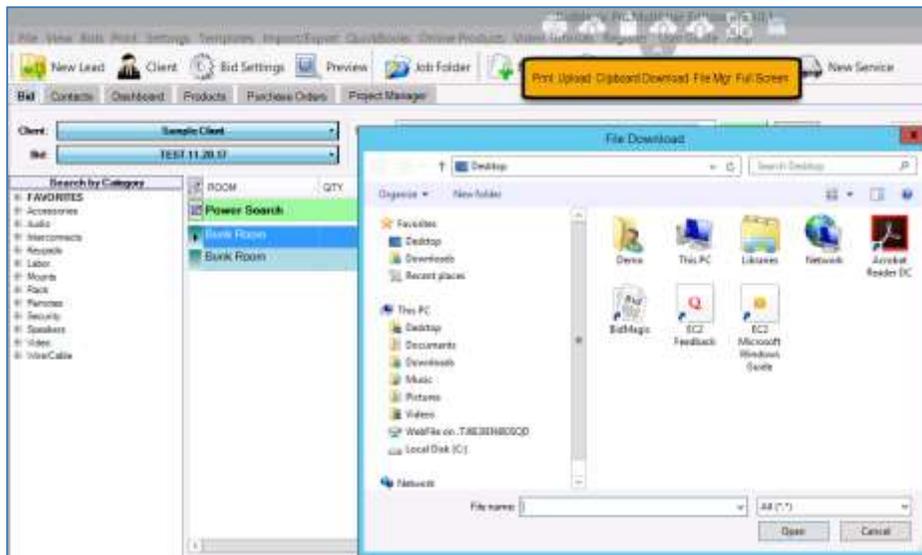
Since BidMagic is located on a Cloud server, you will need to adapt to new methods to copy and paste. When running in the cloud, clicking Escape will exit full screen mode, revealing your browser and allowing you to navigate on your local PC. You will find that in some cases you can simply hit CTL C/CTL V to copy/paste from one system to the other. In other cases, you will need to use the Clipboard in the Cloud Control Panel to save first, then copy to the final destination.

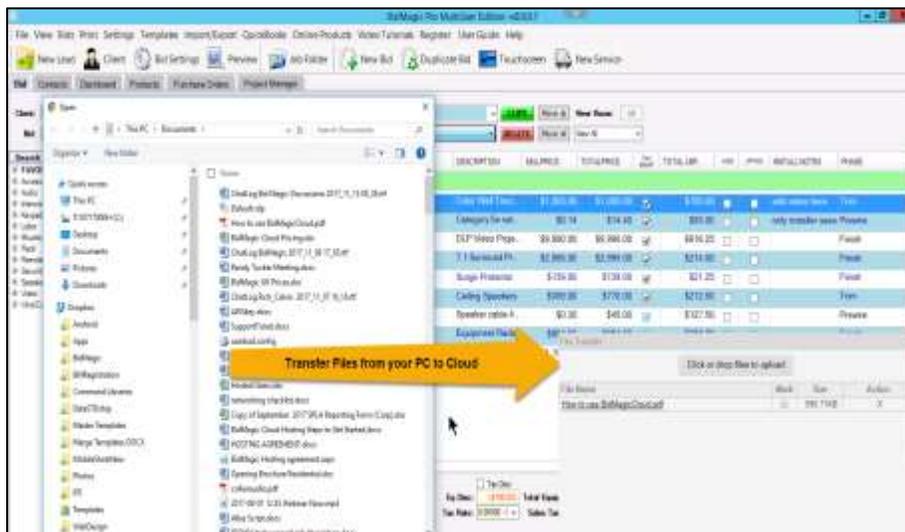




Drag and Drop from your PC to the Cloud in a Single Step with File Explorer

When BidMagic is not running in full screen mode, you will see browser tabs at the top of the screen. Adjust the size of the browser window to view your own desktop and BidMagic at the same time as shown above. In BidMagic, click on the Templates Menu/Open Template Path to open the File Explorer. Now you have direct access to view and edit the files stored in the cloud. Sizing the Window will allow you to easily drag and drop or copy and paste files from your PC to the Cloud Server in a single step.





Files uploaded to the cloud server will appear in the Downloads folder or the Webfile folder.

Printing to your local Printers

This is generally a 2 step process. When you open a proposal or report in Word or Excel in the cloud, you can click print to send to the Universal printer. This will generate a PDF that works well with most printers, especially if they are connected by USB directly from the PC you are using.

Then, once the PDF is generated, you can print it on the local printer of your choice.



Delivering a proposal as a PDF

While previewing a document in Word or Excel, you can choose to share it as a PDF and attach it to an email in Outlook. This is a great way to send beautiful proposals to your clients and you can also CC: yourself or others in your organization.

Connecting to QuickBooks in the Cloud

There are 2 options to connect BidMagic to your QuickBooks. First is the option to connect to QuickBooks online. This is a simple process since QuickBooks is a cloud application.

Most users still prefer to use the desktop version of QuickBooks (which we highly recommend.) However, this will require that QuickBooks desktop is also installed on your cloud server. Hosting QuickBooks desktop in the cloud will allow the same simple access to QuickBooks from web

browsers. Users can be provisioned to run BidMagic and/or QuickBooks. The task bar can show QuickBooks as another app you can access.

How Safe is my Data in the Cloud?

The cloud is a great place to store your data. Every few weeks we hear from users who have lost their data when a laptop is stolen or a hard drive fails. If they did not make current backups, they can lose years of valuable data. Storing your data in the cloud means that regular backups will be made and redundant storage is very reliable. We recommend that you click File/Backup to regularly backup your BidMagic database and download a copy to your local PC for additional security.

Can our employees share a login:

Each user will need their own BidMagic license and login. If two people both try to use a single login at the same time, the first user will be bumped off.

Additional Hosting Options

This cloud hosting solution is very flexible and can be configured to provide direct access to additional applications including Office 365, Visio and more. Additional cloud resources may be needed for best performance. Let our client services department know if you want to setup any custom features.