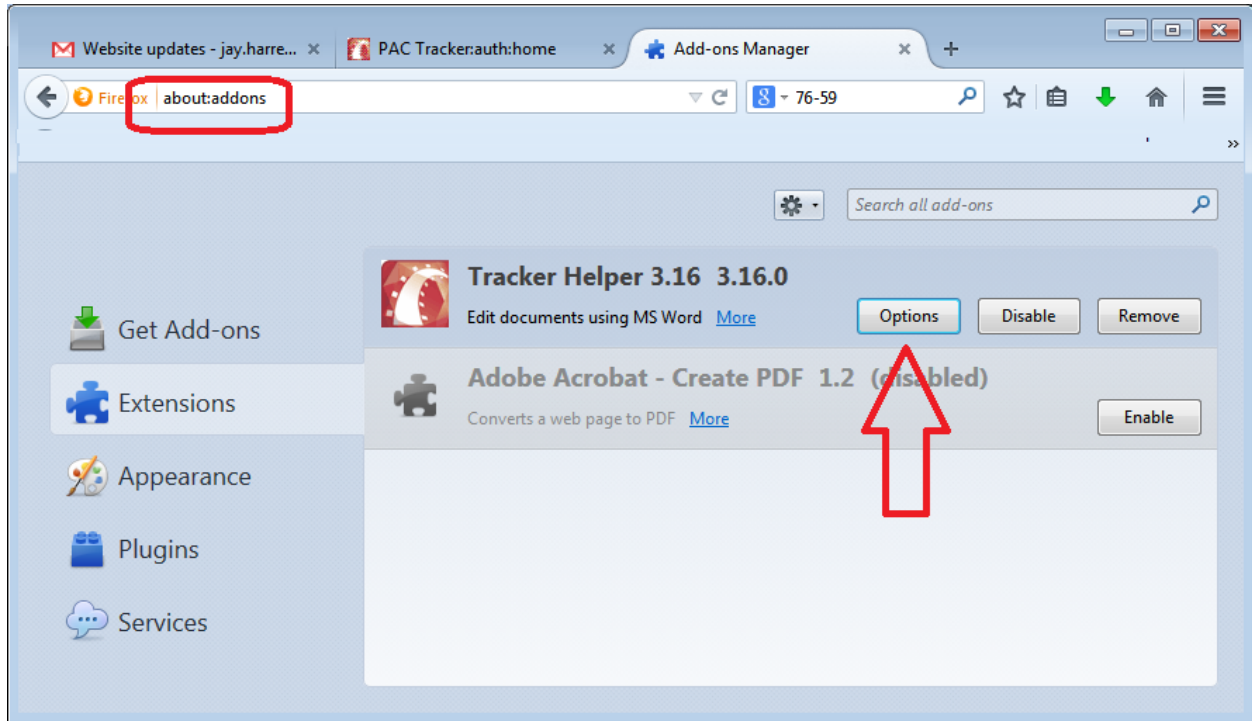
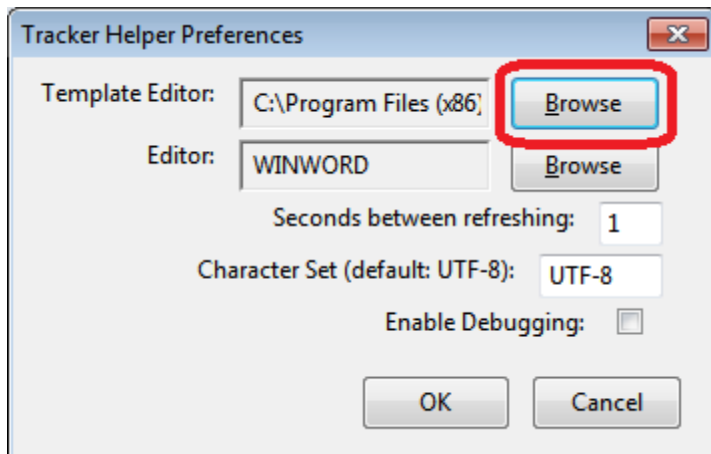


Configuring the Tracker Helper Plugin to use OpenOffice as the template editor

1. Open Firefox and enter 'about:addons' into the address bar:

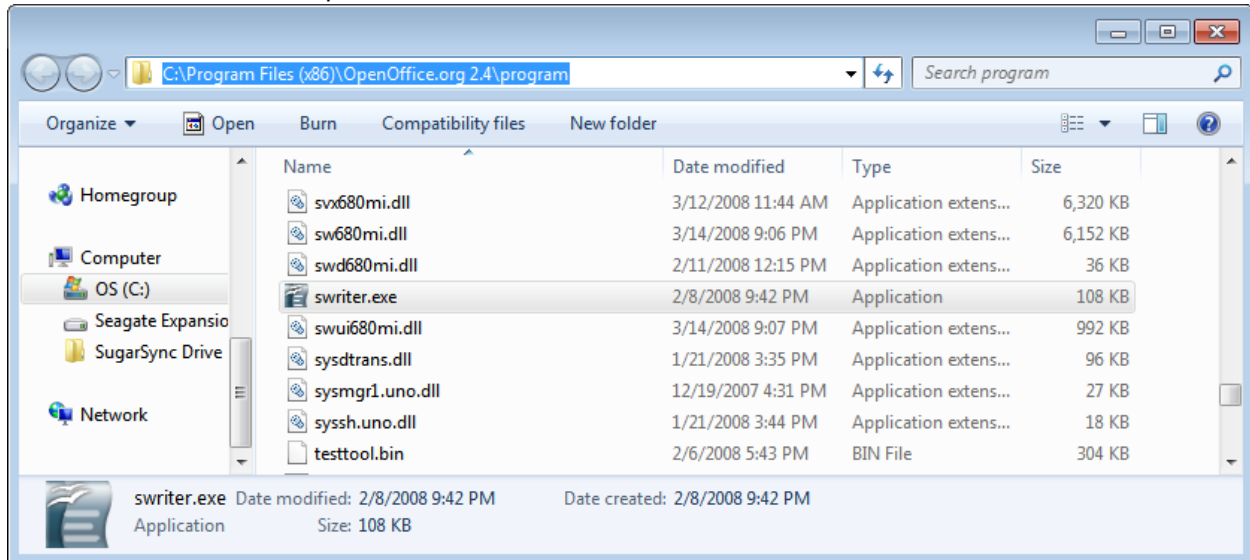


2. Click "Extensions" in the left column, the click "Options" for the "Tracker Helper" addon.



3. Click the first 'Browse' button to set the path for the template editor.

4. Find the file 'swriter.exe'. On 64-bit Windows 7 PCs, it will be in "C:\Program Files (x86)\OpenOffice.org 2.4\program\swriter.exe", on 32-bit PCs it will be in "C:\Program Files\OpenOffice.org 2.4\program". The files may be displayed with or without the '.exe' extension depending on how your PC is set up. Navigate to the appropriate location and double-click on 'swriter' or 'swriter.exe'. For example:



5. When you double-click 'swriter', the browse box will close. Then click "OK" on the Tracker Helper Preferences box and you are done.

6. Go to a template edit page and confirm that the template opens in OpenOffice instead of WordPad.