



Getting Started

1.5

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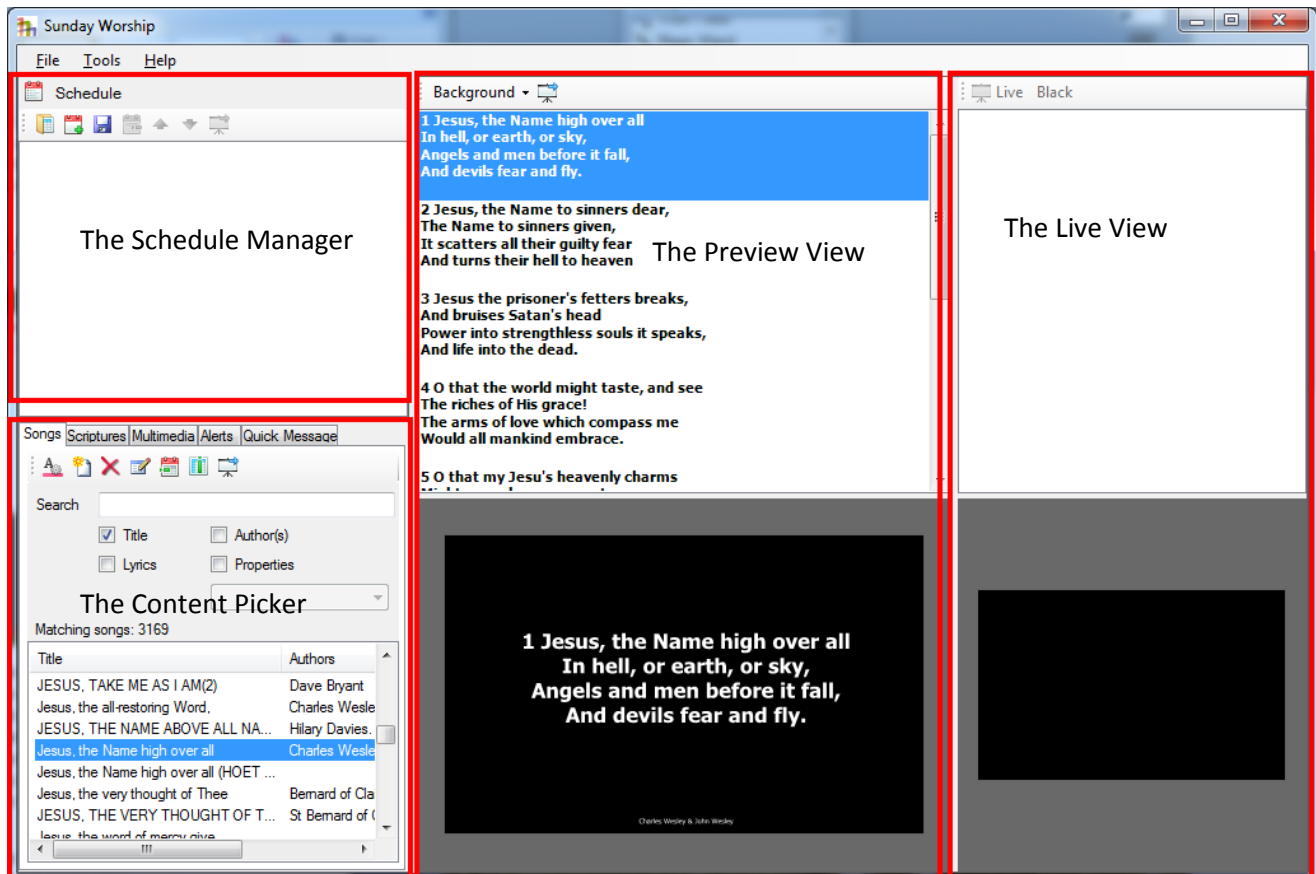
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1 Introduction

SundayWorship provides simple, easy to use projection software for churches. It allows you to manage and share databases of songs and to prepare schedules of songs, scriptures, pictures and videos for use during services.

The SundayWorship user interface is built around four main regions: the **Schedule Manager**, the **Content Picker**, the **Preview View** and the **Live View**.



The **Schedule Manager** is used to create pre-defined lists of songs, scripture references, multimedia sets and quick messages for use during your meetings. Songs, scripture references, multimedia and quick messages are called content. The **Content Picker** is used to select what content is to be shown to the congregation or added to a **Schedule**. When content is selected it is displayed in the **Preview View**. This view is used to select and review content before send it to the **Live View**. The **Live View** shows the operator what is being output to the projector. The output of the projector, or other secondary display, is referred to as the **Projector View** which is normally an exact reproduction of what can be seen on the **Live View**.

The display boxes in the **Preview** and **Live** views have an aspect ratio the same as the **Projector View** to allow you to see content in the same way it will be displayed to a congregation.

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The rest of this **Getting Started Guide** starts by explaining how to start **SundayWorship**, it then goes through each of the main areas of the user interface and finally describes the settings dialog and describes how enter a license and the licensing model for **SundayWorship**.

2 Starting SundayWorship

SundayWorship is started from the Windows Start Menu. Click **Start -> All Programs -> SundayWorship -> SundayWorship 1.5**. If you have Windows Vista or 7 you can simply click **Start** and then type **SundayWorship** in the *Search Programs and Files* box and press enter when **SundayWorship** is selected.

When you start **SundayWorship** you will be shown a splash screen for a few seconds while the program is started. If you have not purchased a license you will be told how many days of your 30 day trial period remain. If the 30 days have elapsed you will need to enter a license to continue using **SundayWorship**. See 9.1, *Entering a licence* for information about entering a license.

3 The Schedule Manager

The Schedule Manager is used to pre-select lists of songs, scripture references, multimedia selections and quick messages for use during services. Once a schedule has been created it can be saved to disk for later use. If you like to plan your services in advance, you can create as many schedules as you like and use them when you need them.

By default SundayWorship starts with an empty schedule that content can be added to.

Adding an item to a schedule is done by clicking on the **Add to schedule** button (📅) in each of the content pickers. For example, to add a song to the schedule manager select a song in the songs tab of the content picker, then click the **Add to schedule** button on the toolbar in the songs tab.

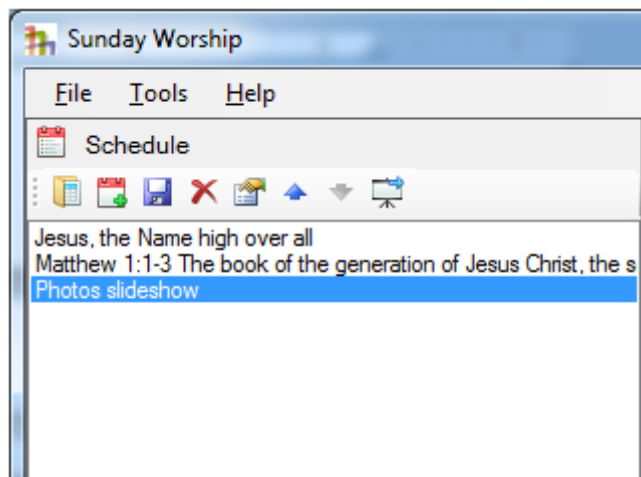


Figure 1 The schedule manager.

3.1 Saving a schedule

To save a schedule click the save button (💾) on the Schedule toolbar. When prompted enter the filename of the schedule to save and click **Save**. If the schedule has already been saved it will be saved to the same file without prompting you for the filename again.

3.2 Opening a saved schedule

To open a saved schedule click the open button (📂) on the Schedule toolbar. When prompted select that schedule file that you saved earlier. The schedule list will be updated with the contents of the schedule.

3.3 Creating a new schedule

To create a new schedule click the new schedule button (📅). You will be asked whether you want to save the current schedule if it has been modified and not been saved. Click **Yes** to save the changes, **No** to discard any changes and **Cancel** to cancel the creation of the new schedule.

A new, empty schedule will be created for you to add content to.

3.4 Managing the items in a schedule

Once items have been added to a schedule they can be deleted and rearranged.

Items are deleted from a schedule by selecting the item to be removed and then clicking the delete button (✖).

You use the up (⬆) and down (⬇) arrow buttons to reorder items in the schedule. First select the item that you want to move and then click the arrow buttons to move the item up and down the schedule.

4 The Content Picker

The content picker is used to manage and select the content to be displayed to a congregation. It consists of five tabs: the songs tab where songs are managed and selected, the scriptures tab where Bible passages can be selected, the multimedia tab where pictures and videos can be selected, the alerts tab where alerts (messages) for the congregation can be shown, and the quick message tab where a simple text message can be entered.

4.1 Songs

The songs tab consists of a toolbar that provides the actions available for songs, a search box for finding songs and a list of the songs matching the search text. If no search text is entered all the available songs will be listed.

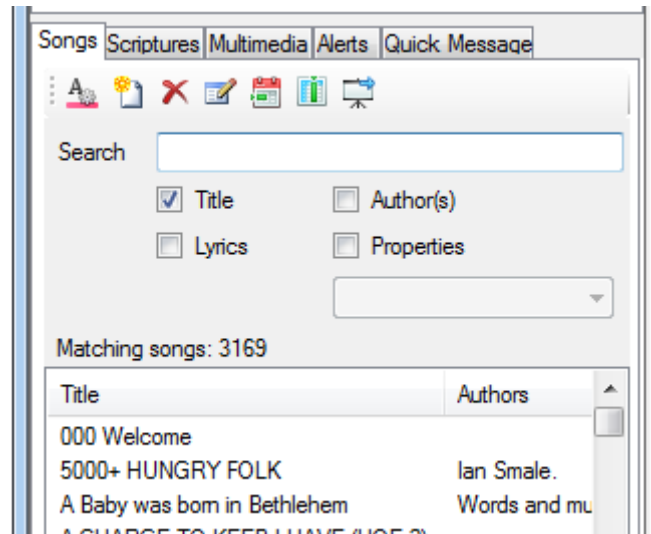



Figure 2 The Content Picker

The songs tab tool bar provides options for changing the default song display settings, adding new songs, deleting a song, editing an existing song, adding a song to the current schedule, selecting the columns to show in the song list, and adding a song to the live view.

4.1.1 Creating a new song

To add a song to SundayWorship click the “**Add new song**” () button. When the song editor is displayed enter the title and the lyrics of the song in the Lyrics tab. To change the appearance of a song use the settings on the appearance tab. As the lyrics are entered they will be displayed in the preview. To enter author and copyright information click the additional properties button in the toolbar.

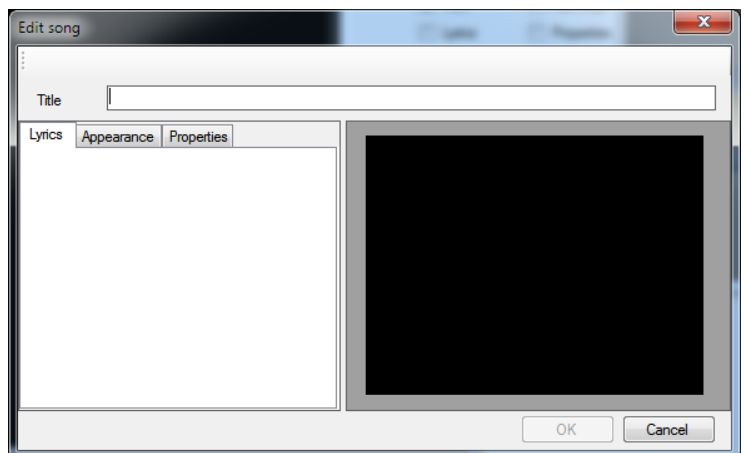



Figure 3 The song editor

Once you have edited the new song **OK** to add it to the SundayWorship song database.

4.1.1.1 Formatting a song


By default songs are formatting using the settings in the global song settings (**Tools -> Options -> Songs** or click the global settings toolbar button on the Songs tab ). If different formatting is required for a particular song (for example a different font, colour or background) the formatting can be set on the song instead.

To do this select the **Appearance** tab in the song editor and click the **Use custom options** check box to override the default formatting.

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Each song can have its own font, style, colour, size and other formatting. You can also set a custom background such as solid colour or picture.

4.1.1.2 Entering additional song information.

Songs may also have other information associated with them such as the authors, copyright information and the key that the song should be played in. To edit the song properties click the Properties button () in the song editor toolbar.

You can also enter custom properties by entering a property name in the **Name** field and clicking **Add**. In figure 5 we've added a Songbook property that can be used to record the songbook that the song came from. All of the properties of a song are searchable including the custom properties.

When a custom property is added to a song it will be available in all songs.

To display the key when a song is being displayed on the projector view you need to enable displaying keys in the global song settings. Go to **Tools -> Options -> Songs** to display the song options. On the **General** tab and check **Show song key**. There are options that enable you to change where the key is displayed (the top or bottom right of the screen), the size of the area occupied by the key, and the colour to display the key text in. We recommend that the size of the key text area be left at the default of 10% of the height of the screen.

4.1.1.3 Using song markup tags

SundayWorship provides the ability to add tags to parts of songs so that they can be reused within the song. This is useful for repeating elements such as choruses. Tags take the form of a text inside a pair of angle brackets, for example `<chorus>`, on a line by itself. For example the song *Blessed Assurance* by Fanny Crosby could be marked up as follows:-

Blessèd assurance, Jesus is mine!
O what a foretaste of glory divine!
Heir of salvation, purchase of God,
Born of His Spirit, washed in His blood.

`<chorus>`

This is my story, this is my song,
Praising my Savior, all the day long;
This is my story, this is my song,
Praising my Savior, all the day long.

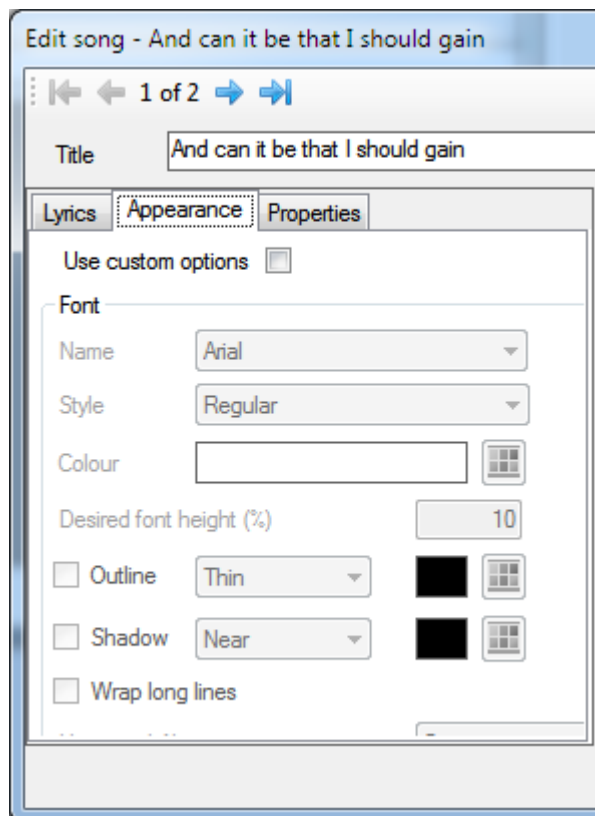


Figure 4 Changing the formatting for a song

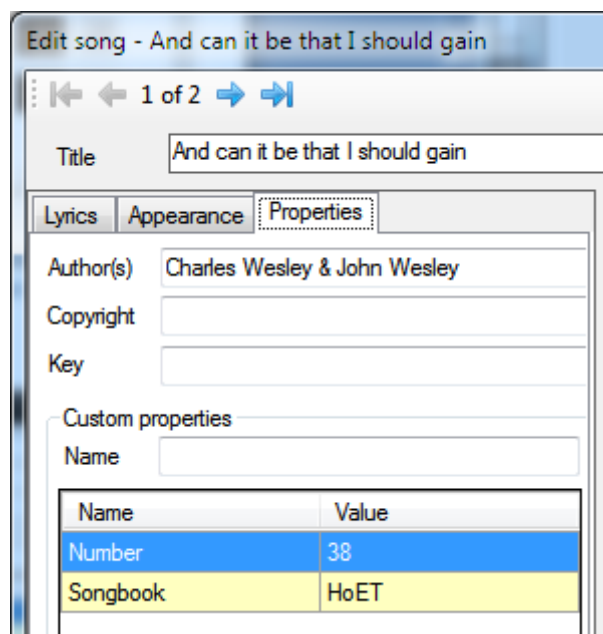


Figure 5 Editing a song's properties

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Perfect submission, perfect delight,
Visions of rapture now burst on my sight;
Angels descending bring from above
Echoes of mercy, whispers of love.

<chorus>

Here the second part of the song has had the *<chorus>* tag added to it. Now every time **SundayWorship** sees the same tag with blank line either side of it, as in the example, the lines after the tag will be shown instead of the tag. This song would be displayed in the **Live View** list as:-

Blessèd assurance, Jesus is mine!
O what a foretaste of glory divine!
Heir of salvation, purchase of God,
Born of His Spirit, washed in His blood.

This is my story, this is my song,
Praising my Savior, all the day long;
This is my story, this is my song,
Praising my Savior, all the day long.

Perfect submission, perfect delight,
Visions of rapture now burst on my sight;
Angels descending bring from above
Echoes of mercy, whispers of love.

This is my story, this is my song,
Praising my Savior, all the day long;
This is my story, this is my song,
Praising my Savior, all the day long.

Notice that tags are not displayed when the song is displayed.

A tag can be redefined by adding it before another part of the song. Subsequent uses of the tag by itself use the latest value assigned to it.

Now you can simply step through a song in the **Live View** without needing to go backwards and forwards between verses and choruses.

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4.1.2 Finding a song

The songs tab shows a list of all the songs in the **SundayWorship** song database. The song database can be searched by selecting a search method and then entering some text in the *Search* box (see *Figure 2 The Content Picker*).

There are four ways of searching for songs in **SundayWorship**:

- By text in the title of the song
- By the author(s) of the song
- By the lyrics of the song
- By the custom properties of the song

If you choose **Title** songs with titles that contain the text you type anywhere in the title will be listed.

If you choose **Author(s)** songs with the text you have typed in the Author(s) field of the song properties will be listed.

If you choose **Lyrics** songs with the text you have typed in the lyrics of the song will be listed. Note that this option may be slow with very large numbers of songs, but for collections of several thousand the performance will be good on a moderately powerful laptop.

If you choose **Properties** you can choose to search **All properties** or by one specific property. As you enter text in the **Search** box all songs with a property matching the text you type will be listed.

You can choose to search in multiple areas by checking more than one of the search area checkboxes.

As you enter text the list of songs is immediately updated. So, if you choose to search by start of title and type "T" in the search box all the songs starting with "T" will be listed. If you then add "h" to make "Th" all the songs starting "Th" will be listed and so on. As you type the number of songs matching your query will be displayed as well.

When you have found the song you want click on it to send it to the Preview View. When a song is selected the other buttons in the songs toolbar are also activated.

4.1.3 Deleting a song

To remove a song from the SundayWorship song database click the **Delete** button (✖) and click **Yes** when prompted to confirm the action.

4.1.4 Editing a song

To change a song click the **Edit** (✎) button to bring up the song editor dialog. To add a song to the current schedule click **Add to schedule** (📅). To send a song to the Live View to be displayed via a projector click the **Send to live** (🖥️) button or simply double click an entry in the songs list.

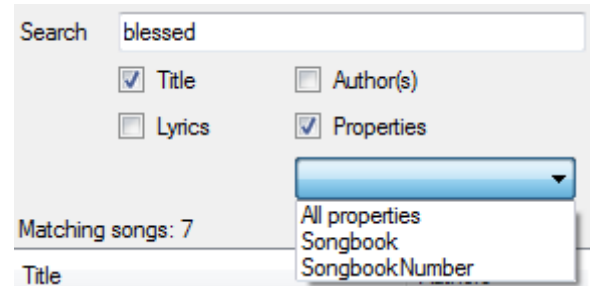


Figure 6 Finding songs by their title and properties


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4.1.4.1 Editing multiple songs

The toolbar at the top of the song editor dialog allows you to cycle through the songs currently listed in the song picker. To edit multiple songs you use the search facilities to select songs and then use the arrow buttons to view each song in turn.

Any changes made to a song will be saved when you click on one of the navigation buttons or when you click OK.

4.2 Scriptures

The **Scriptures** tab is used to show Bible verses and passages to the congregation. Use the **Bible** drop down list to select the version of the Bible you want to use and enter the reference of the verses to display. New to version 1.5 is the ability to display a second Bible version in parallel. When two versions are chosen they may be displayed side-by-side or one above the other. Use the alignment buttons () to choose how the Bibles should be displayed.

You can choose to show scriptures as either one verse at a time or all verses on one screen. To show your passage a verse at a time select "Show verse by verse" in the drop down control. To show the passage as a single block select "Show all verses."

Selecting a verse or passage of scripture is done by typing the reference in the **Reference** text box. Using the format familiar to most Bible readers, scripture references can refer to a single verse, a range of verses in a single chapter, consecutive verses from more than one chapter or even from adjacent books. **SundayWorship** supports selecting up to 200 consecutive verses in a single reference. Book names may be contracted to the fewest number of letters required to uniquely identify the book.

The following are all valid references:-

John 3
John 3:16
John 3:14-16
John 3:14-4:4
Joh 3:16

White space around book names is ignored, so the following are also valid:-

1 John 1:1
1John 1:1
1John1:1

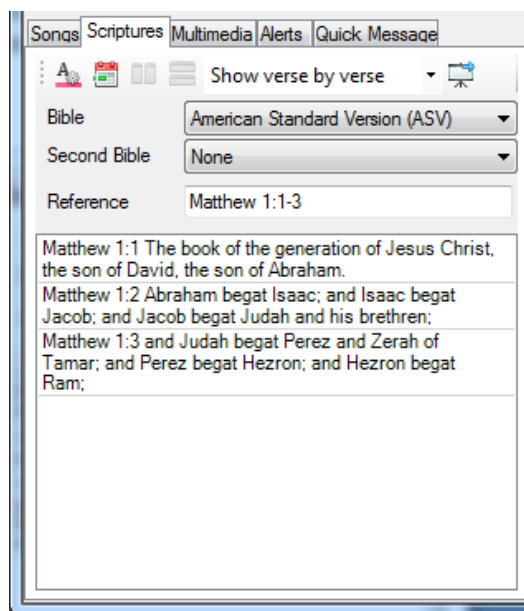


Figure 7 Selecting a scripture reference

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To add a scripture reference to a schedule click the **Add to schedule** button (📄). To send scriptures to the **Live View** to be displayed via a projector click the **Send to live** (🖥️) button. A single verse can be sent to the **Live View** by double clicking on it.

4.2.1 Installing additional Bibles

Additional Bibles can be installed using the Bible manager. See 7.2, *The Bibles dialog* for more information about downloading and installing additional Bibles.

4.3 Multimedia

Using the **Multimedia** tab you can select pictures and videos to display to your congregation.

Both the Pictures and Videos lists will be remembered when you close SundayWorship allowing you to ensure that your favourite multimedia items are always available to select.

4.3.1.1 Displaying pictures and slideshows

The pictures tab allows you to select pictures and to either display a single picture or to create a slideshow from multiple pictures. Use the **Select multimedia** button (📁) to select pictures to build your slideshow from and the delete button (✖️) to remove pictures you don't want. You can also drag picture files onto the Pictures tab instead of using the **Select multimedia** button. When you've got a list of pictures, you can select them one as a time as shown in *Figure 8* or select multiple pictures to create a slideshow. A slideshow will be created automatically in the **Preview View**. To change the interval between changing pictures use the **Tools -> Options -> Multimedia -> Auto-update frequency setting**.

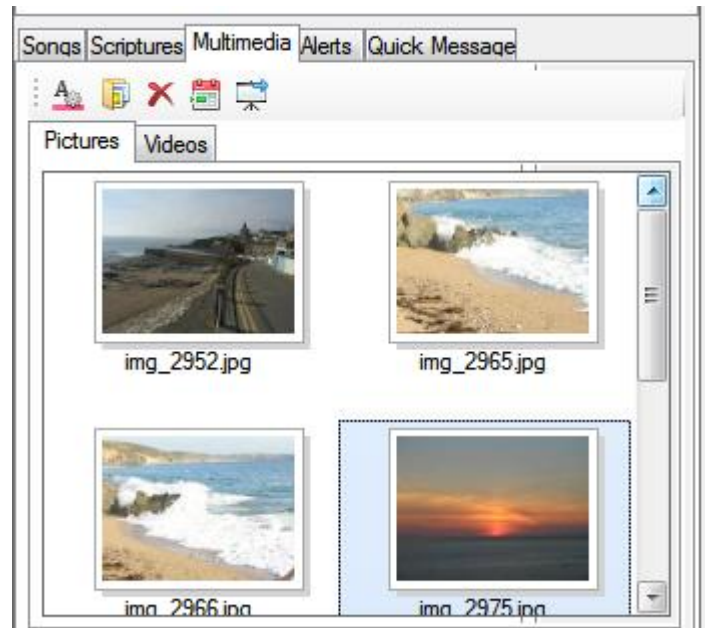


Figure 8 Selecting pictures to display

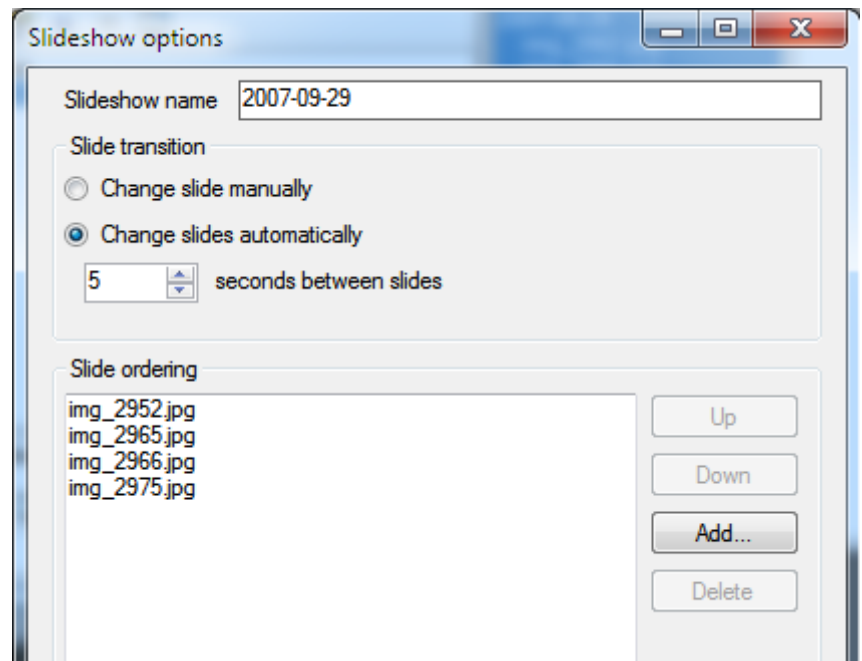


Figure 9 Creating a custom slideshow.

You can get more control over a slideshow by using the **Add to Schedule** button (📄) to reorder the pictures, add or remove pictures and change the way in which the slideshow advances. Use the **Up**, **Down**, **Add...** and **Delete** buttons to change the order of the pictures and the set of pictures in the slideshow.

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Picture slideshows can be built even more quickly by simply dragging a set of pictures from Windows Explorer onto the current Schedule. When you do this the **Slideshow options** dialog will be displayed for you to customise the way the slideshow will be presented.

4.3.1.2 Showing videos and capturing live video

The **Videos** tab allows you to display video content to your congregation.

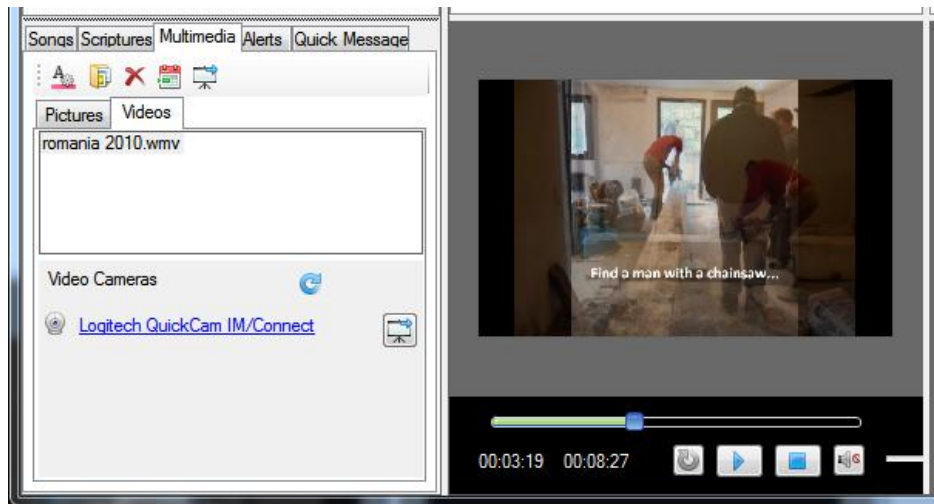





Figure 10 Previewing a video

Video can be shown from files or live video or web cameras. To show video files use the **Select multimedia** button () to select the files that you want to include in the play list. You can also drag and drop video files onto the **Videos** tab. When you select a video it will be shown in the **Preview View** with additional controls for playing and stopping the video. Use the green slider bar to scrub through the video and the slider to the right of the mute button () to control the volume. Note that audio will be played from video in the **Preview View** so you may want to be careful when you play it or to keep the audio muted.

To show live video click on one of the video cameras shown beneath the video list. Use the refresh button () to show video cameras that are connected to the PC or laptop after **SundayWorship** has started.

4.4 Alerts

During the course of a service it may be necessary to get a message to a member of the congregation. For example, if a child in crèche needs its parent and it is not possible to easily get their attention.

To allow such messages to be conveyed to the congregation **SundayWorship** has an “alert” feature that allows a simple text message to be displayed while other content is also being displayed. To add an alert to the **Live View** select the **Alerts** tab in the content picker panel

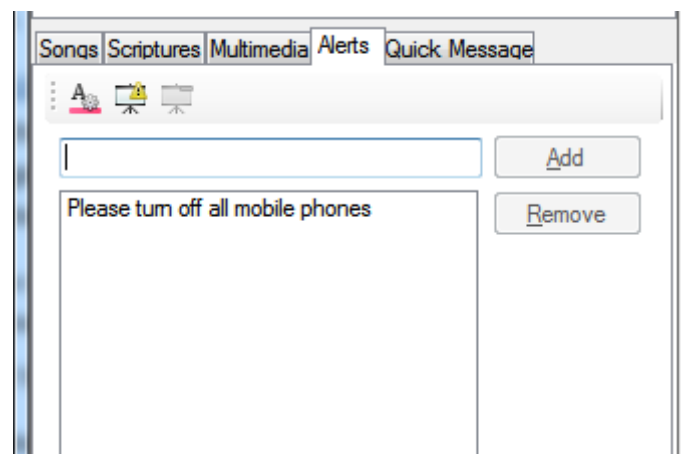





Figure 11 The alert editor.

To create an alert enter a message in the text box at the top of the dialog and click **Add**. This adds the message to the list of alerts that have already been added. Alert messages are remembered while **SundayWorship** is running, but are not saved when it exits.

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Next, select a message in the alert list and click the **Show alert** button () add the alert to the **Live View** and the **Projector View**. The selected message will be displayed at the top or bottom of the **Live View** depending on the options in the Overlays settings.


To view the over lays settings select **Tools -> Options -> Overlays** settings or click the **Alert options** button (). The Overlays settings allow you to change the font, style and position, scrolling speed and background of the alerts.

To hide an alert that is being shown click the **Hide alert** button ().

The list of alerts is saved when SundayWorship is closed so that they will be available when you restart it.

4.5 Quick messages

The quick message feature is used to create simple messages to display to the congregation. By typing into the quick message text area you create a message that can be displayed immediately or saved to a schedule.

The format of the text in a quick message can be configured by clicking the settings button ().

4.6 Microsoft PowerPoint files

To avoid the need to switch applications you can run Microsoft PowerPoint presentations from within **SundayWorship**. To open a PowerPoint presentation, use the **File -> Open -> PowerPoint Presentation** menu item. The presentation will be added to the current schedule and may be viewed in the **Preview View** before being displayed to the congregation. You can also add PowerPoint files to the current schedule by dragging them onto the schedule list.

You can use the **SundayWorship** item list in the **Preview** or **Live** views to step through the slides, or click on the presentation when it is showing and control it as you would in **PowerPoint**.

SundayWorship requires **Microsoft PowerPoint 2003, 2007 or 2010** to be installed to be able to show PowerPoint presentations. It can only show .pptx files if you have PowerPoint 2007 installed or have installed the .pptx support for PowerPoint 2003.

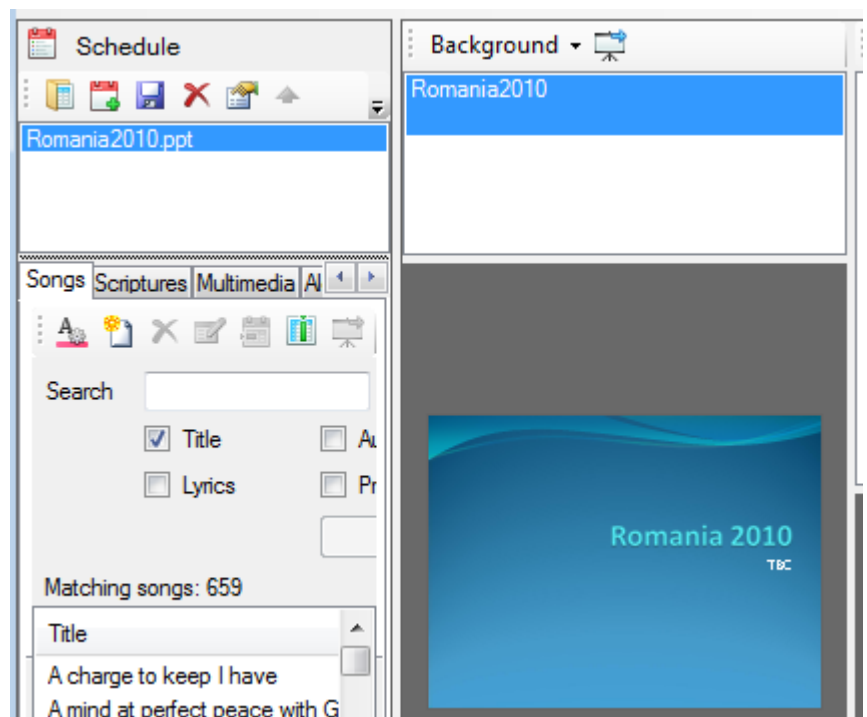


Figure 8 Running a PowerPoint presentation from SundayWorship

5 Viewing and Displaying Content

SundayWorship provides three views for selected content, the **Preview View**, **Live View** and the **Projector View**. The **Preview View** is used to view content before displaying it to a congregation, the **Live View** is used to control the content being displayed to the congregation and the **Projector View** is the view that is displayed on an external projector or monitor for the congregation to see.

5.1 The Preview View

Content is added to the **Preview View** by single clicking an item in the content picker. The top half of the view is the **Preview Content List** where the items in the selected content are displayed. For example, a song with multiple verses will have one entry per verse in the **Preview Content List**.

The bottom half of the **Preview View** contains a display of the content as it would be displayed on the **Projector View**. This shows, for example, the words of a song displayed in the configured font, colour and style that would be displayed on the **Projector View** in the correct proportions to the size of the panel.

For content with multiple parts such as songs as picture collections you can move between the items in the content list using the arrow keys or mouse. Additionally the number keys 1 – 9 will select items in the list. As you change the selected item the preview of the content will change accordingly.

The menu at the top of the **Preview View** there provides the ability to change the background of the selected content without needing to change the system settings or content options. There is also a **Send to live** (🖥️) button which can be used to send the selected content to the **Live View**. Alternatively just double click on an item in the content list in the **Preview View**.

5.1.1 Setting a temporary background

The **Background** menu can be used to temporarily change the current background. The **Background** menu offers the option to use the **Default**, a **Solid Colour** background, a **Black** background and a **Picture** background.

5.2 The Live View

The **Live View** operates in the same way as the **Preview View** but has some different options on its toolbar. The **Live** (🖥️) button is used to display or hide the **Project View**, and the **Black** button is used to change the **Projector View** to a completely blacked out display. Typically the **Live View** is left with the **Projector View** displayed for the duration of a service

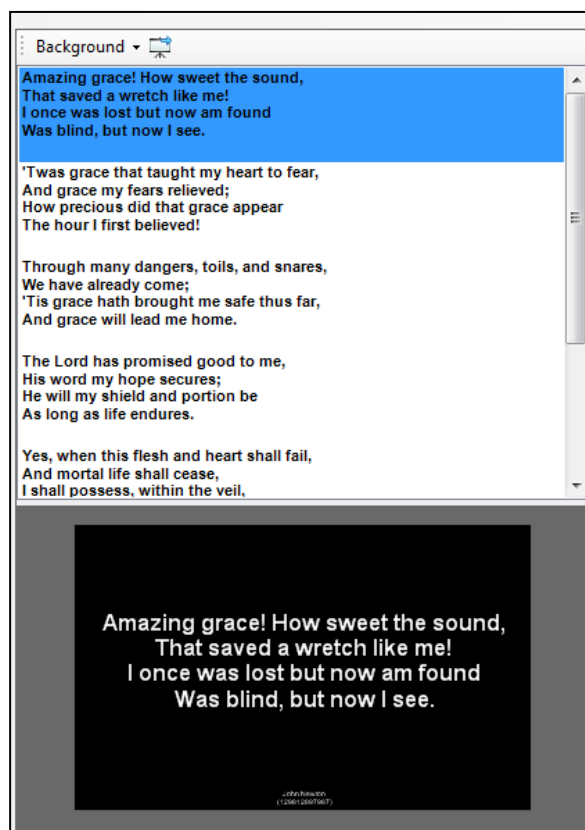


Figure 13 The Preview View

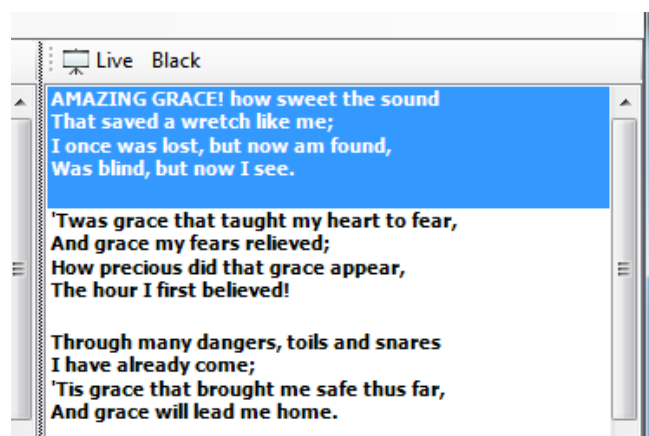


Figure 14 The Live View toolbar

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and turned to black when no content needs to be displayed. You can also open or close the **Live View** by pressing **CTRL+L** and turn the **Live View** black by pressing **CTRL+B**.

5.2.1 Selecting the display for the Projector View

To select the display for the projector view click **Tools -> Options** and then select the **General Tab**.

On the **General Tab** select an item in the **Live Display** combo box, then click the **Live** button.

SundayWorship will automatically place the **Projector View** on the selected display at the full size of the display.

5.2.2 Using the Projector View to control what is displayed

If you click on the Projector View you can use the keyboard and mouse to select the part of the song to be displayed. The following keys can be used

Key/Mouse	Action
1-9	Select the 1 st , 2 nd , 3 rd , etc. part of the song.
D/Down Arrow/Page Down	Move to the next verse or chorus
U/Up Arrow/Page Up	Move to the previous verse or chorus
Mouse wheel back	Move to the next verse or chorus
Mouse wheel forward	Move to the previous verse or chorus

6 The File Menu

The **File** menu gives access to the **New**, **Open**, **Save**, **Import** and **Export** menus.

The **New** menu provides an additional method for creating new **Schedules**, **Slideshows** and **Songs**. Each of the menu items performs the same action as clicking on the new item buttons on the content toolbars.

The **Open** menu provides an additional method for opening **Schedules** as well as allowing you to open PowerPoint Presentations.

The **Save** provides an additional method for saving **Schedules** and, when enabled, the ability to save a song usage report. See section 7.1 for more information about song usage reports.

The **Import** menu provides the ability to import content from various external sources including song databases from **SundayWorship**, **EasyWorship**, and **EasiSlides**. You can also import Bibles downloaded using the Bible manager or directly from the SundayWorship website using **Import -> Saved Bible**. When prompted select the downloaded ZIP file containing the Bible.

To import songs into **SundayWorship** select one of the song database importers. Use the browse button to select the database file and then select the songs you want to import. Before you click **Import** choose how you want to deal with songs that are already in your song database and then click **Import** to import the songs.

The options for songs that are already in your database are to not import them (“Do not import songs already in the database”), to replace your songs (“Replace songs already in the database”) or to add duplicates (“Add songs already in the database”). Note that the comparison is currently done on the title of the song, so if there is not an exact match you will end up with duplicate songs.

The **Export** menu provides the ability to export songs from the **SundayWorship** song database. To export songs click the menu item and select the songs you want to export. When you’ve selected the songs you want click the **Export** button, enter a filename and click **Save**.

Finally, the **Exit** menu item closes **SundayWorship**.

7 The Tools Menu

The **Tools** menu currently contains two items which are the **Options** and **Bibles** items. The **Options** menu item is used to open the **SundayWorship** options dialog, the **Bibles** menu item is used to display the Bible management dialog.

7.1 The Options dialog

The Options dialog is used to configure SundayWorship. Each of the settings is contained on a set of tabs which are described below.

7.1.1 The General Settings

The **General Settings** tab has settings for the display to show the **Projector View** on, the **Language** to use and the song licensing information to display. The **Live Display** control shows a list of all the displayed attached to your computer. Use this control to select the display to show the **Projector View** on. By default this will be set to the secondary display of the computer.

The **Language** drop-down list is used to select the language that the names of Books of the Bible can be entered in.

The **CCL License** number is used to display your CCLI¹ license number with the copyright information of songs. Any text you enter here will be displayed below the copyright information about the current song being displayed. For example if you enter, "CCL ABCDEFG" the text (CCL ABCDEFG) will be displayed beneath the available song copyright information.

There is also an option to "Keep a record of the songs used." By checking this box SundayWorship will keep a record of every song sent to the **Projector View**. By using the **File -> Save -> Song usage report** you can save a CSV² file that can be viewed in a spread sheet and used to create copyright reports for submission to copyright licensing organisations such as CCLI.

7.1.2 The Songs Settings

The **Songs Settings** tab enables you to change the settings used for all songs using the **Default** option in the song editor.

These settings allow you to change to font, style, colour and size of the text displayed. You can also choose whether to have an outline around the letters of the word, to have a shadow under the words, to wrap long lines and how the song is placed on the display.

You can also change the default background used by all songs. This can be black, a solid colour or a picture.

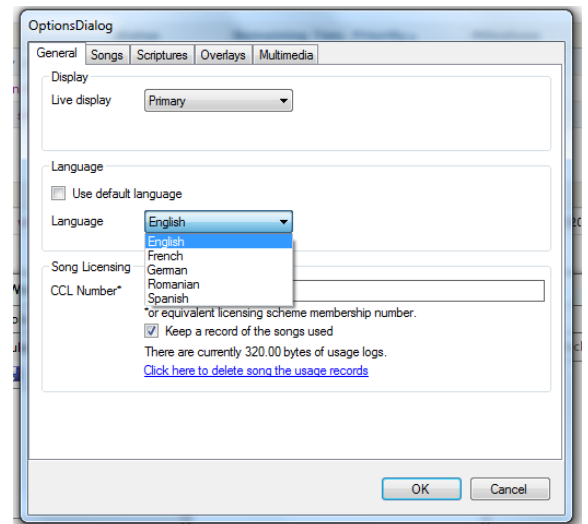


Figure 15 The General settings

¹ See www.ccli.co.uk for information about CCLI in the UK and other European countries.

² Comma Separated Variable

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7.1.3 The Scriptures Settings

The **Scripture Settings** tab enables you to change the settings used for displaying Bible passages.

On the **General** tab you can set the background and choose how to display reference information.

On the **Font** tab you can choose the font, colour, positioning and size of the text.

7.1.4 The Overlay Settings

The **Overlay Settings** currently apply only to **Alerts** (see section 5.2.1). You can choose the style of the text to be displayed as well as how fast to scroll the message, what background colour to use and whether to place the alert banner at the top or bottom of the display.

7.1.5 The Multimedia Settings

The **Multimedia Settings** tab provides a limited number of options for how multimedia is shown.

The **Auto-update Frequency** is used to control how often automatically changing content is updated. This is primarily used for slide shows created by selecting photos in the **Pictures** tab of the **Multimedia** content picker. The picture will be changed as often as the **auto-update frequency** value set here.

The **Performance** settings allow you to choose whether to enable the playback performance optimisations. This setting is useful on less powerful PCs and laptops when showing video. If your PC or laptop struggles to show a video in multiple places at the same time, this setting ensures that the video only plays in one place at a time.

When a video is sent from the **Preview View** to the **Live View** it will be removed from the **Preview View** instead of being visible in both places. When you play the video on the **Projector View** the video will not play in the **Live View**. Doing this helps to reduce the amount of CPU and disk activity while playing the video and may enable you to play videos more smoothly.

7.2 The Bibles dialog

The Bibles dialog is used to install and download additional Bible versions for use with SundayWorship.

The Bibles dialog shows two tabs. The first tab shows the list of Bibles that are already installed for SundayWorship to install, the second shows the setoff Bibles that are available to Install or Download from the SundayWorship web site.

The **Installed Bibles** tab shows the list of Bibles that are already installed. Against each Bible is a button which allows you to uninstall additional Bibles that you have installed. You cannot uninstall the Bibles installed with SundayWorship.

The **Downloadable Bibles** tab shows the list of Bibles that are available to download or install. Against each Bible there are two options: **Install** and **Download**. The **Install** button is used to install the Bible directly into SundayWorship on the PC that SundayWorship is running on. The **Download**

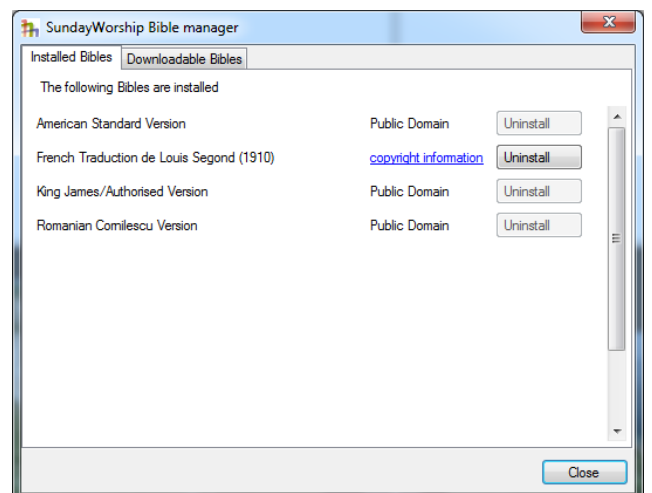


Figure 16 The Bible manager

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button is used to download the Bible to a file that can be copied to other PCs. If a Bible is already installed the **Install** button will say, '**Installed**' and be disabled. If a newer version of a Bible is available of an installed Bible, the **Install** button will say, **Upgrade**.

To install a Bible on the PC that SundayWorship is running on click **Install** and wait for the Bible to be downloaded and installed. Once the Bible has been installed it will be available in the list of Bibles in the **Scriptures** tab in the **Content Picker** (see 4.1.4.1).

To download a Bible to install it on another PC, click **Download**. SundayWorship will download the file and ask where you want to save it. Once the file is saved it can be copied to other PCs. To install a downloaded Bible use **File -> Import -> Saved Bible**. When prompted, select the downloaded ZIP file and open it. The Bible will be installed for use with SundayWorship. This method of installing a Bible is most useful when the PC that runs SundayWorship is not connected to the internet. You can also download Bible files from the SundayWorship website and install them in the same way.

8 The Help Menu

The **Help Menu** provides you with access to the **About**, **Enter License** and **Check for updates** dialog boxes.

The **Enter License** dialog is only available when a license has not been entered and can be used to enter a license if you purchase one. Note that you will only be able to use SundayWorship for 30 days without purchasing a license.

The **Check for updates** dialog allows you to check whether any updates to **SundayWorship** are available from the **SundayWorship** website. **SundayWorship** automatically checks for updates each time it starts. If an update is available you can download it using the **Check for updates** dialog or from the website.

9 Licensing

SundayWorship is licensed according to the terms displayed in the dialog shown during installation.

A license is required for each computer on which SundayWorship is run in a “live” environment, for example a church, where songs or other content are being projected to a congregation. For example, if you use **SundayWorship** in your main meeting room and a Sunday school room on two different computers you need two licenses.

Users of **SundayWorship** may use the same license to run it on other PCs that are not connected to the projection system for example an office or home PC used to add songs to the **SundayWorship** song database.

9.1 Entering a licence

To enter a licence click **Help -> Enter License**. Use the license information included in the email you got when you purchased SundayWorship to fill in the User ID, Serial Number and License Key fields.

The **OK** button will be enabled when you enter valid values in all three fields. Click **OK** to enter the license, and, if prompted, click **OK** to allow reglic.exe to run the register the license.

Once your license is registered you will be able to use SundayWorship without any restrictions.



Figure 17 The license dialog

Appendix A. Known Issues

The following is a list of known issue in version 1.4 of SundayWorship.

1. Quick message doesn't send empty messages to the Live View

If you select the **Quick Message** tab in the content picker and click **Send to Live** the current preview will be sent to the **Live View**.

Workaround

Enter a single space character in the **Quick Message** editor.

2. You cannot clear the Live View

There is no mechanism for quickly clearing the **Live View**.

Workaround

Use the **Quick Message** functionality to display an empty message (However, see above).