



Download and Install *SAMPLE PlaMES*

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PlaMES is a **Planning, Monitoring and Evaluation System** that is available for IFAD projects.

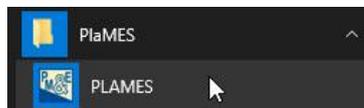
SAMPLE PlaMES is a version of this database that has been set up for an imaginary project (the *Smallholder Agricultural Marketing Project for Local Entrepreneurs - SAMPLE*). It contains sample data (planned activities, farmer organizations, output-level results, outcome-level results, etc.) which will give you hands-on experience with entering data, changing data and generating reports.

SAMPLE PlaMES can be downloaded from www.pmetools.com (the Resources page) or directly using this link: www.pmetools.com/files/PLAMES403s.exe

You can install *SAMPLE PlaMES* on your computer as follows:

1. download the installer *PLAMES403s.exe* and save it
2. find the file on your computer and open it (double-click)
3. the installer will set up the database and put a shortcut on the desktop

Use the desktop shortcut, start menu (Windows 7 / 10) or tile (Windows 8) to open the database.



Log on as:

- user (username: *user*) who can only consult data and generate reports;
- operator (username: *operator*) who can also add and change data;
- administrator (username: *sampleadmin*) to also get access to administrator functions and database definitions.

In all cases, the password is 12345.

Note 1

You may get security warnings when you download/open the installer. In such cases, to allow the installer to run anyway and install *SAMPLE PlaMES*:

→ Click on [Run] (Windows 7).

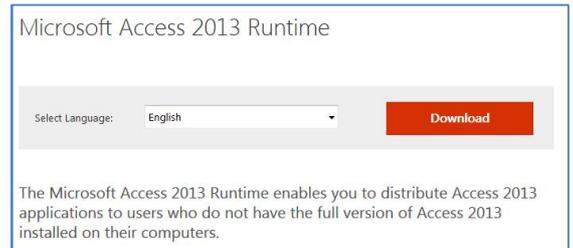
→ Click on **More info** then click on **Run anyway** (Windows 8 / 10).

Note 2

PlaMES requires MS-Access to work. If MS-Access is not installed on your computer, *Access Runtime* should be installed separately. The *PlaMES* installer will warn if MS-Access is missing and will offer to open the website¹ from where *Access Runtime* can be downloaded.

To download and install *Access Runtime*:

1. click [Download]
2. select the correct file to download: normally² the one starting with **AccessRuntime_x86_**
3. click [Next]
4. download and save the file on your computer
5. find the file on your computer and open it (double-click)
6. wait for *Access Runtime* to install (this can take a while)



¹ Access Runtime 2013 can be downloaded from <https://www.microsoft.com/en-us/download/details.aspx?id=39358>. It is free and allows you to run (but not design) any Access database.

² In case you have the 64-bit version of MS-Office installed, select the one starting with **AccessRuntime_x64_**