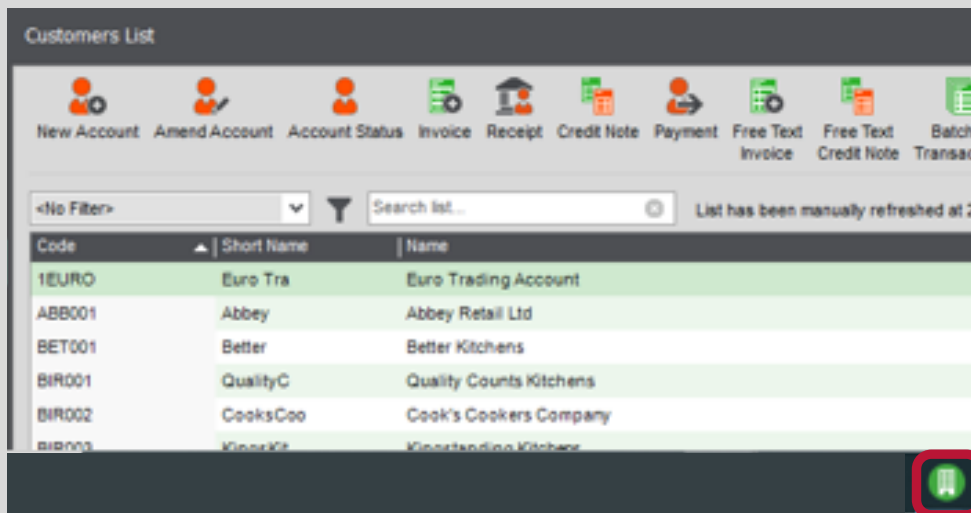




HOW TO SWITCH BETWEEN COMPANIES IN SAGE 200

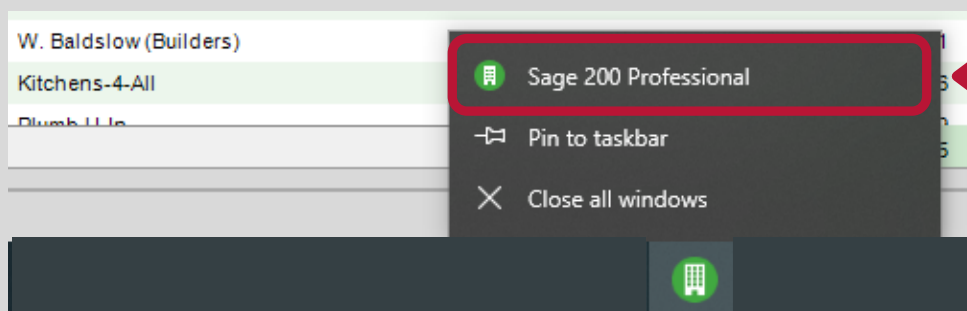
1

If you find yourself frequently needing to switch between companies (datasets) in Sage 200, follow the steps below:

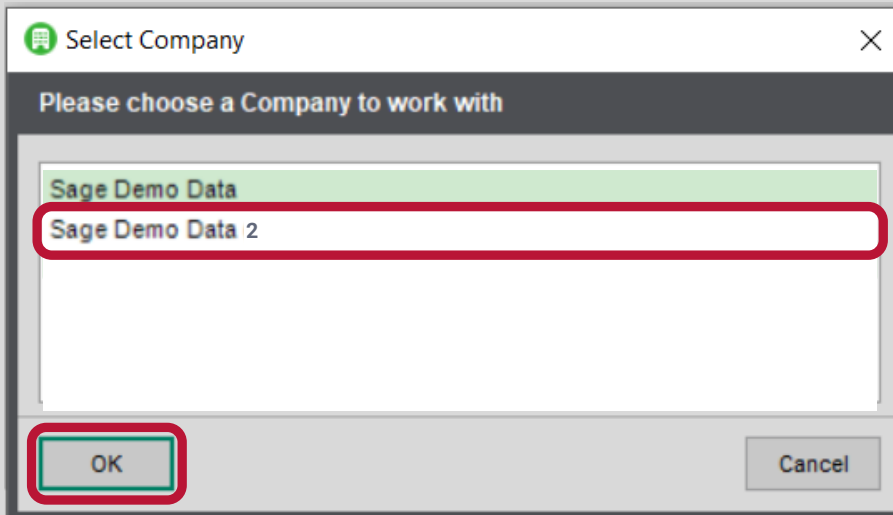


Whilst running your Sage 200 as normal, right click the Sage 200 icon at the bottom of your screen

2



Click on 'Sage 200 Professional'



Select the Company (dataset) you want to open and click 'OK'

You will now be able to switch between the instances using [Alt][Tab]

