

## How do I connect to an Access database?

To connect to an MS Access database follow the following steps:  
(Note that some steps differ slightly depending on the version of Windows you are running)

1. From the start menu select Control Panel - administrative tools - data sources (ODBC). (Note that Control Panel may be under "settings")
2. Click on "add"
3. Select Microsoft Access Driver (\*.mdb)
4. Click on Finish
5. Give the Data Source a suitable name.
6. Click on create...
7. Navigate to the directory where you want to store the database and type in a suitable name.
8. Press OK to create the database.
9. Press OK until all windows have been closed
10. In the directory c:\Program Files\MetaGenie\databaseConfig copy the file odbc\_access\_example.dbconfig to a new file named `myname.dbconfig` where `myname` is a name chosen by you.  
[Note that if you did not install MetaGenie in the default location, then this directory will be found under the directory you installed the software.]
11. Edit the line  
`url=jdbc:odbc:my-metagenie-source-name` replacing `my-metagenie-source-name` by the name you chose at step 4.
12. Run MetaGenie and select "attach to database". You will be given the option to attach to the data source you have just created.
13. Select this option. You will then be prompted to allow MetaGenie to create the database structure. Once this is done, you will be able to use the database.