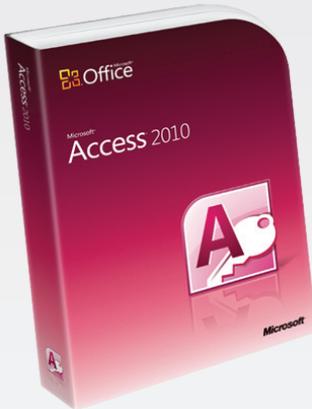




Access Hosting: Move your Apps to the Cloud



Microsoft Access Services 2010 Hosting amplifies the power of your data by making it easier to collect, track, report, and share data with others. Our Access Services Hosting simplifies the process of creating and collaborating on team databases.

Access Hosting is a more powerful alternative to expensive web database solutions like Intuit QuickBase. Our service allows you to quickly take your Microsoft Excel Spreadsheet or Access Database and publish it to SharePoint 2010 in a matter of minutes.

It All Starts with Microsoft Access 2010

Access 2010 and Access Hosting provide a platform for you to create databases that you can use on the Web. You design and publish a web database by using Access 2010 and SharePoint, and people who have SharePoint accounts use the web database in a web browser.



Access Hosting provides the SharePoint environment, but our service requires that you have at least 1 copy of Access 2010 to publish to the web. You can purchase a standalone copy of Access 2010 or the entire Office 2010 suite by visiting <http://store.accesshosting.com>. A free trial of the entire Microsoft Office Professional 2010 suite is available for download at <http://office.microsoft.com>.

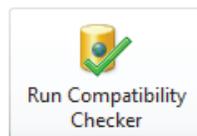
The Power Behind the Publish Button



[Watch our Video Tutorial](#)

Demonstrating how easy it is to Publish to Access Hosting

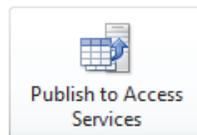
Remember to include "AH\" before your user name



Check Web Compatibility

You can check your database application for Web compatibility to identify items and settings that are not supported on the Web.

[Web Compatibility Issues](#)



Publish to Access Services

Full URL:

Server URL:

Site Name:

Publishing a Database to Access Hosting is very easy. The first step is to run the web compatibility checker and verify that your database is web compatible. Next just type in the server URL or site name found in your credentials email from Access Hosting and name your database. When you click the "Publish" button, you will be prompted for your user name and password. Use the Login credentials that we have provided and click confirm and in a few minutes your Database will be online!

Using Access Hosting



[Watch our Video Tutorial](#) explaining how to add users and edit their permission levels

How it Works

When you publish a web database, Access Services creates a SharePoint site that contains the database. Every database you publish will have its own unique URL (i.e. [demo.accesshosting.com/database1/](#)). All of the database tables, forms, reports and queries move into SharePoint as part of the publishing process.

After you publish, SharePoint visitors can use your database, based on their permissions for the SharePoint site. They can visit the web database's URL or you can distribute an .accdw file that they can open in Access 2010 or the free Access Runtime.

Get a Web Database online in 5 Minutes!

After receiving your credentials from Access Hosting, you can get a valid web database online in minutes. Simply download our Contacts Web Database template and follow our simple step-by-step instructions:



[Download Our Web Template](#) and get your own contacts database hosted on the web with Access Hosting in minutes

Step 1: [Download](#) Access Hosting's Contacts Web Database

Step 2: Open the Database in Access 2010

Step 3: Publish the Database to the Web ([watch video](#))

Step 4: Refer to the 'Getting Started' Tab for help

This database is a simple shared address book in the cloud. You can add/edit contacts, search the database, add comments and print reports.

Other Great Web Templates

With Microsoft Access 2010, you have access to tons of ready-to-use applications and databases, including project management, sales management and customer service applications. These pre-built databases can be loaded from within Access 2010 or [downloaded from Office.com](#)



Questions? Contact our Support Team!

If you have any problems or questions, please contact one of Access Hosting's support team members. You can chat with someone live from our website or submit a support ticket to our helpdesk 24 hours a day.

[Visit our HelpDesk Now](#)

Frequently Asked Questions

How do I add users?

If you are a Standard or Enterprise plan customer you can request specific user account names by submit a [support ticket via our helpdesk](#). After we have added the users you will be sent a link to our self-service control panel which lets you change passwords for any user. The final step is adding the user into your Web Database with the appropriate permissions – [watch the video tutorial of this procedure](#). Please note that you are using the free trial or Developer plan your user account names have been included in the introductory email for these subscriptions.

How many users do I need? Does Access Hosting limit concurrent users?

We count users by unique user name, but do not limit concurrent usage. This means that you can create a generic user name and password that is shared among a group of users. Most of our customers opt to create a generic user name for simple data entry and read-only groups. These customers create unique user names for all the higher level developers, database designers, and contributors so that there is additional security and accountability.

Can I change the name of my site?

Our Standard and Enterprise subscriptions allow you to connect a high level domain name to your site like myaccesswebdatabase.com. You can request a name change for either plan at any time via a [support ticket](#).

Migrating from Older Versions of Access

We offer a conversion service to assist your migration from older versions of Access to the 2010 platform. Please visit <http://www.access2010converter.com> for details.

What is the difference between your Free Trial and Paid Plans?

The free trial and developer plans both offer 25MB, 1 admin user, and 2 test user accounts. In order to expand the storage, add more users, or connect a high level domain name you need to purchase a Standard or Enterprise subscription plan. The Standard and Enterprise plans also include our control panel for self-service user password administration.

How do I manage & administrate user passwords?

If you have a Standard or Enterprise plan, you can manage, reset and change your user passwords yourself using our control panel. Please [watch this tutorial video](#) which outlines how it works.

How do I purchase additional users and storage to my plan?

You can upgrade the storage and/or number of users on our Standard or Enterprise hosting plans directly from [the pricing page](#) of our web site.

What are the Service Limitations?

Capacity and Scalability: Microsoft has publicly stated that the best usage scenario for web based applications is tables with less than 20,000 rows and moderate transaction volume. Applications using the native Access 2010 client or Access Runtime can scale higher than 20,000 rows and generally perform better than web based forms, reports, and queries. If your application requires more than 50,000 rows per table or requires hundreds of simultaneous users this service is probably not the best solution. Anonymous use scenarios are also unsupported in this version of Access Services (per Microsoft)

Features: Our SharePoint 2010 Server farm has been configured as a secure multi-tenant implementation of Access Services. We do not run any other SharePoint Enterprise features. We do offer dedicated server solutions that allow you to run all of the SharePoint 2010 features, but the price point is higher than our Developer, Standard and Enterprise subscription plans. Please visit our web site for more information about dedicated hosting plans.

Resources & Support



Connect with the Access Hosting Support Team

You can chat online with an Access Hosting support specialist directly from our website. Agents are typically available weekdays from 7am-7pm EST. This free chat service gives you instant access to an expert who will assist you in getting your database online.

[Visit our Website](#)



Visit our Helpdesk

Our helpdesk is available 24 hours a day, 7 days a week, 365 days a year. Our helpdesk has community forums, common tips and tricks and allows you to submit a support request. Our helpdesk tracks all the correspondence and emails you about any changes to your support ticket. Best of all, you can email the helpdesk directly at support@accesshosting.zendesk.com

[Visit our Helpdesk](#)



Community and Resource

There are a ton of great Access resources and communities that will help you make the most of Microsoft Access 2010 and your application. Two great places to start are the [Access Hosting Blog](#) and the [Utter Access Community Forums](#).

[View all of our great Resources](#)

Video Tutorials & Help Videos

Ranging from short clips to longer tutorials, we've created a host of step-by-step guides and training videos to speed up your success with Access Hosting. The videos listed below are some our most popular and essential videos.



[The Access 2010 Hybrid Application](#)

The demonstration walks through the entire process of creating a hybrid application and publishing it to Access Hosting in SharePoint 2010.

[Creating a Web Database from an Excel Spreadsheet](#)

This video demonstrates how to copy and paste data from Excel and outlines some of the common issues surrounding web compatibility.

[How to Create a Web Navigation Form](#)

This video will teach you how to create an easy to use web navigation form that will help your users navigate and use your database in a browser.

[Prevent Users from opening your Database in Native Access](#)

This video shows you how to create a new set of SharePoint permissions that will prevent users from opening your web database in Access 2010.