Installation Instructions for
NDCMedisoft Network Professional

Warning: If you are installing over a previous version of NDCMedisoft, it is very important that you back up your data. Refer to the NDCMedisoft Online Help for instructions on backing up your data.

Step One: Installing the Advantage Database Server

Note: You must have administrative privileges to complete the installation.

Pre-Server Installation Setup

1. Designate a computer as the server. Use this server to house your data.   **Note**: Do not also use the server as a workstation.

2. Create a folder for the root data path (that is, Medidata). Use the UNC (Universal Naming Convention) address to designate the shared folder (for example, \\ServerName\FolderName).

3. Set up file sharing in the **Network** window (accessed from the **Control Panel** window) on the designated server. In the **Windows Explorer** window, set up sharing for the program data folder and give full access (not read-only access) to the folder for all users of the NDCMedisoft software.

Server Installation Setup

1. Insert the NDCMedisoft 10 CD in the server CD-ROM drive. The **Installation** window appears.

2. On the **Installation** window, click the **Networking and Tools** link. Click the **Advantage NT Server** link. The **Enter Number of Users** window appears.

3. On the **Enter Number of Users** window, enter the number of users that will access NDCMedisoft data on the server and click the **OK** button. The **Advantage Database Server for Windows NT/2000/2003 Setup Wizard** window appears.

4. On the **Advantage Database Server for Windows NT/2000/2003 Setup Wizard Welcome** window, click the **Next** button. The **License Agreement** window appears.

5. On the **License Agreement** window select the **I Agree** radio button and click the **Next** button. The **Select Installation Folder** window appears.

6. On the **Select Installation Folder** window, select a directory for the Advantage Database Server installation—the default location is the recommended choice. Select either the **Everyone** radio button or **Just me** radio button depending on the appropriate administrative access/rights to the server and click the **Next** button.   The **Confirm Installation** window appears.

7. On the **Confirm Installation** window, click the **Next** button. A progress bar appears tracking the installation. The **Product Information** window appears.

8. On the **Product Information** window in the **Serial Number** field enter the Advantage serial number. In the **Validation Code** field enter the validation code. In the **Registered Owner** field

enter the name of the registered owner. Select the **I have a product validation code** radio button. Refer to the Advantage Certificate of Authenticity included with the installation materials for the serial number and validation code.

Select the **Automatic Startup** radio button (recommended choice). If the **Manual Startup** option is selected, refer to the online help for instructions on starting and stopping the Advantage Database Server. Click the **Next** button. The **ANSI Character Set** window appears.

9. On the **ANSI Character Set** window select a from the drop-down list an appropriate character set. The recommended choice is the default selection, **American English**. Click the **Next** button. The **NTFS Information** window appears.

10. On the **NTFS Information** window click the **Next** button. The **Warning** window appears. Click **OK**.

11. The **Setup** window appears. Option: if needed, click the **Yes** button to view the Read Me file. Click the No button to not open the **Read Me** file. The **Installation Complete** window appears.

12. On the **Installation Complete** window, which indicates that database server engine has been successfully installed, click **Close**. If an **Advantage Database Server Utility** window is open, click the **Close** button to exit.

13. Option: On the **Installation** window click the **Exit** link or continue other installation processes.

Step Two: Installing NDCMedisoft Network Professional

There are two methods available for installing NDCMedisoft Network Professional:

- Copy the program installation file into a shared drive and then install the program on each workstation from the shared drive—do not need to use the CD for the program install on each workstation.

- Install the software on each workstation using the NDCMedisoft 10 CD.

Copying the Client Install to the Shared Drive

1. Insert the NDCMedisoft 10 CD in the server CD-ROM drive. The **Installation** window appears.

2. On the **Installation** window, click the **Networking and Tools** link. Click the **Copy NDCMedisoft Client** link. The **Enter Number of Users** window appears.

3. On the **Installation** window, click the **Copy NDCMedisoft Client** link. The Welcome window appears.

4. On the **Welcome** window, click the Next button.   The **Choose Destination Location** window appears.

5. On the **Choose Destination Location** window, select a shared directory for the program files on the network. (the default path is recommended). Click the **Next** button. The **Start Installation** window appears.

6. On the **Start Installation** window click the **Next** button. The install.exe is copied to the shared directory.

7. Click the **Finish** button.

8. Click the **Exit** link on the **Installation** window.

9. From each client workstation, navigate to the shared drive, and double-click the **INSTALL.EXE** file. The installation program launches and the **Warning** window appears.

10. On the **Warning** window click the **Next** button. The **Welcome** window appears.

11. On the **Welcome** window in the **First 4 digits of Serial Number** field enter the first four digits of the Serial Number on the **Certificate of Authenticity** and click the **Next** button. The **Software License Agreement** window appears.

12. On the **Software Licenses Agreement** window click the **I Accept** button. The **Select Installation Type** window appears.

13. On the **Select Installation Type** window, click the **Express Install** radio button.

    Note: This choice is the recommended option. To complete a custom software installation see NDCMedisoft Custom Installation.

    Click the **Next** button. The **Ready to Install** window appears.

14. On the **Ready to Install** window click the **Next** button. The **Installing** window appears and tracks the progress of the installation. Once the installation is complete, the **Installation Completed** window appears.

15. On the **Installation Completed** window click the **Finish** button. The installation program closes.

16. Repeat Steps 9 through 15 for each client workstation.

Installing NDCMedisoft Directly on Each Workstation

1. Insert the NDCMedisoft 10 CD in the local CD-ROM drive. The **Installation** window appears.

    Note: If the **Installation** window does not appear automatically, click the **Start** button and select the **Run** command. The **Run** window appears. On the **Run** window in the **Open** field type **X:\AUTORUN** (where **X** is your CD-ROM drive letter) and click the **OK button**. The **Installation** window appears.

2. On the **Installation** window click **Install NDCMedisoft**. The **Warning** window appears.

3. On the **Warning** window click the **Next** button. The **Welcome** window appears.

4. On the **Welcome** window in the **First 4 digits of Serial Number** field enter the first four digits of the Serial Number on the **Certificate of Authenticity** and click the **Next** button. The **Software License Agreement** window appears.

5. On the **Software Licenses Agreement** window click the **I Accept** button. The **Select Installation Type** window appears.

6. On the **Select Installation Type** window, click the **Express Install** radio button.

    Note: This choice is the recommended option.

Click the **Next** button. The **Ready to Install** window appears.

7. On the **Ready to Install** window click the **Next** button. The **Installing** window appears and tracks the progress of the installation. Once the installation is complete, the **Installation Completed** window appears.

8. On the **Installation Completed** window click the **Finish** button. The installation program closes.

9. Repeat steps 1 through 8 for each client workstation.

Step Three: Accessing and Registering NDCMedisoft from the Workstations

When you purchased NDCMedisoft Network Professional, you also purchased a number of connections for your network.

After NDCMedisoft has been installed on each computer, run the program on any workstation. The first time the program opens, a data conversion message appears. Consider backing up data before completing data conversion.

If you are working with multiple practices, each time you open a new practice that particular practice also needs to be converted, until all practices have been converted to Version 10.

After installation and after NDCMedisoft 10 launches for the first time, the Registration window appears. Register now or within 30 days after installation. For instructions or questions on registering click the Help button on the Registration window.