

Permits Local Installation Notes

Tuesday, July 26, 2011

READ THIS ENTIRE DOCUMENT BEFORE INSTALLING THE SOFTWARE! ALWAYS MAKE A BACKUP OF YOUR EXISTING FILES BEFORE YOU INSTALL NEW SOFTWARE! Turn off all other programs (virus checkers, etc) before doing the install.

The Permits Local install program does not add or modify ANY windows system dlls and does not modify the Windows registry. The install program only uncompresses the program files and installs icons.

Installing PERMITS LOCAL

General Notes:

Installation on Stand Alone Systems:

Install as shown in this document. In the Setup Type dialog, select "Full/Server".

NETWORK INSTALLS

A network installation places the program and data files on the server and installs only the required support files on the local computers. If you are installing on a network you should only need to do a full install on ONE computer. On the other computers do a Compact/Workstation install. See the steps below. **THE IMPORTANT THING TO REMEMBER IS TO POINT ALL COPIES OF PERMITS LOCAL TO THE SAME PLACE ON THE NETWORK.**

If you are installing on an NT computer you may need to have your system administrator install the software.

You must run the installation program on each computer that will access PERMITS LOCAL.

- 1) On the 1st computer - Select a network drive for the shared program and data files and install PERMITS LOCAL. Use the "Full/Server Setup" (see pg5).
- 2) On ALL other computers – Use the "Compact/Workstation" install. Be sure to select the same drive and directory name that you used for the first installation. The drive letters do not have to be the same on the clients, but they should reflect the same disk volume.

UNINSTALL

Uninstalling the Permits directory will destroy all the permit data! Be sure to backup the data first if you are going to reinstall.

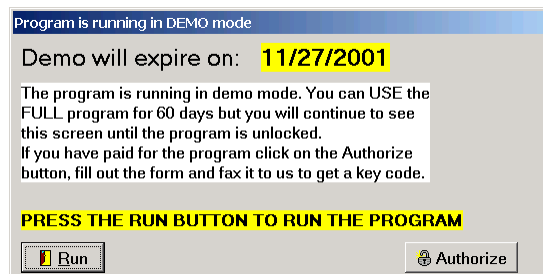
To uninstall the program from a standalone local computer or from the network server delete the Permits directory and remove the desktop and startup icons.

To uninstall the program from a network workstation computer delete the desktop and startup icons.

Questions? Problems? Call CRTC PERMITS LOCAL Tech Support at (800) 282-2782.

Unlocking the Program

Permits Local installs as a 2 month demo. To continue using the program after that you must obtain a authorization keycode from CRTC. Push the Run button to start using the program. Push the Authorize button to see the next dialog.



Installing PERMITS LOCAL

Fill in the information requested. To make a copy of the info that you can fax push the Make Fax button and print the form.

Push the cancel button to return to the previous form. Push the Close button to start using the program.

Program Unlock

Once you purchase the program we will issue you a keycode that will remove the demo dialog box. Fill in the information and push the Make Fax button. Print the form and fax this info to us at (614) 262-3282. If you can't fax the information please email the Install ID or call us.

Install ID: 74589386

Company Name:

Your Name:

Fax Phone#:

Voice Phone#:

Once you receive the Keycode enter it below and press OK.

Keycode:

Voice: (800) 282-2782
Email: support@crtc.org

OK Cancel Make Fax

In order to complete your installation of Permits Local for Windows, you must obtain a **KeyCode** from CRTC. *You have 60 days to do this. We recommend that you use the fax method of obtaining a KeyCode!*

By FAX: After you have entered your serial number and Company name, push the Print button. A form will be printed on your default printer. Write your name, phone number and fax number in the spaces provided on the form and fax it to us at the number shown on the form. Press the Exit button if you want to quit the installation. You can restart it again later.

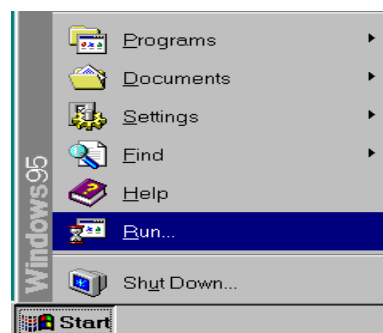
By EMAIL: Send your name, your company name and the InstallID to support@crtc.com.

By PHONE: Call (614) 262-6662 and ask to speak with Software Tech Support. If a support tech is not available, **leave a message** with the InstallID, your name, company, phone number and your Fax number.

Once you receive your KeyCode bring up the Program Unlock dialog, type it into the box and press the OK button. After this you will not see the Demo form anymore unless you have to reinstall the program.

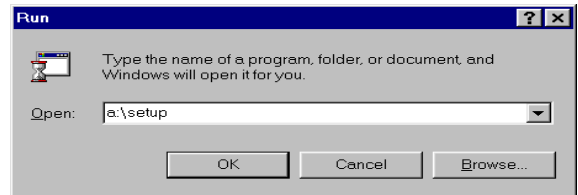
Installation Procedure:

Insert the CD-ROM into the drive and it should automatically run. If it does not push the Start button and then select Run.



Installing PERMITS LOCAL

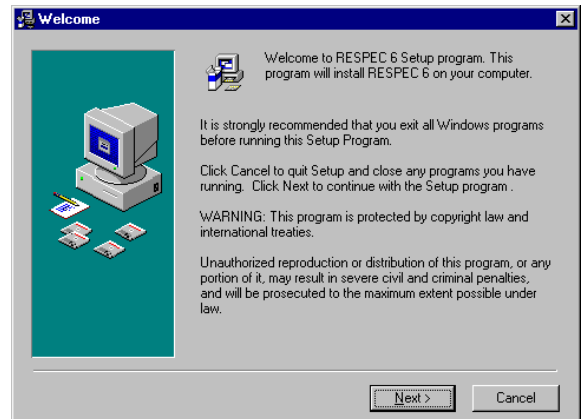
In the dialog box type in X:\setup where X is the drive letter of you CD-ROM.



Follow the on-screen prompts.

Installing PERMITS LOCAL

The Welcome to PERMITS LOCAL setup appears. Click on the Next button to continue.



You must agree to the License Agreement before installing the program. Press the Next button.

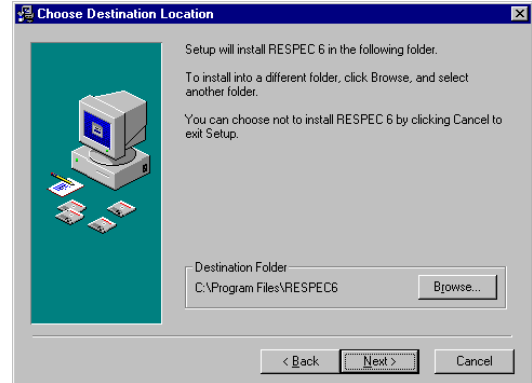


Installing PERMITS LOCAL

The Choose Destination Location dialog appears

By default, PERMITS LOCAL will install in a directory called `c:\crtc\Permits`. You can change this by selecting the Browse button.

If you don't want to change the default, press the Next button.



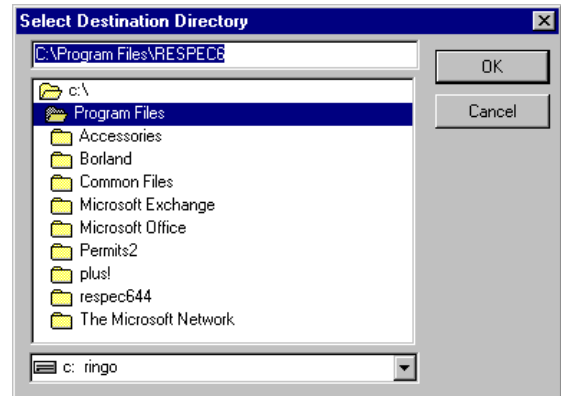
We recommend that you do not install PERMITS LOCAL in any directory other than the default one (crtc), but you can if you must.

If you press the Browse button, the Browse for Folder Dialog is shown.

Use the Drives pull down menu to select another drive.

You can type in a drive letter and path name and select the OK button, or you can click on an existing directory. If the directory that you want to install to does not exist on that drive (e.g. ProgramF), you will have to type in the name by hand and use the Create New Folder button.

Press OK to accept the path.



THE BEST PROCEDURE IS TO USE ONLY THE DRIVES BOX AT THE BOTTOM TO CHANGE TO THE DRIVE YOU WANT TO INSTALL ON. THIS WILL INSTALL PERMITS LOCAL IN THE DEFAULT DIRECTORY ON THE DRIVE YOU SELECT (e.g. E:\Program Files\PERMITS LOCAL6).

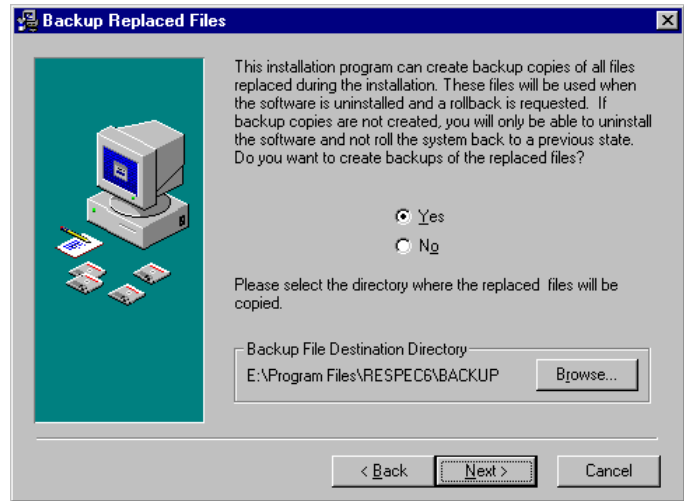
Once you have selected an install directory, press the Next button to continue the installation.

NETWORKS

YOU MUST ALREADY HAVE A DRIVE MAPPED TO THE VOLUMN THAT YOU WANT TO INSTALL PERMITS LOCAL ON BEFORE YOU START THE INSTALL.

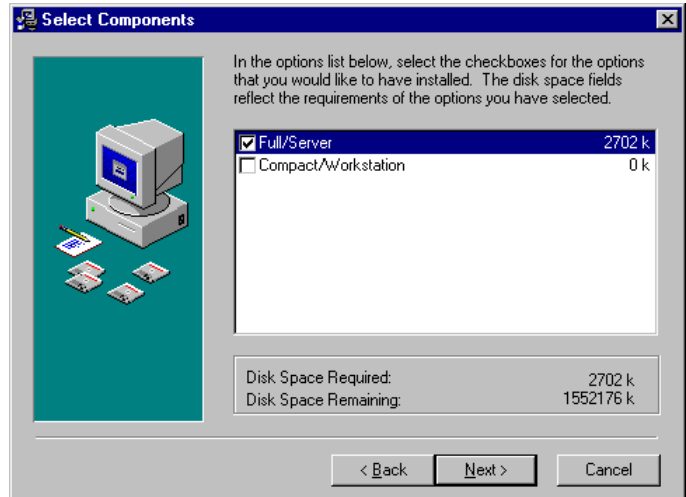
Installing PERMITS LOCAL

The PERMITS LOCAL install can now make backups of any file replaced during the install. You should say YES to let the installer do this.



There are two install types – Full/Server and Compact/Workstation.

For stand-alone computers (not on a network), select the Full/Server button and press next.



Networks:

For the first time installation, select Full/Server. This will install all required files for the workstation and will install the data and executable files onto the server drive. You can do the install from one of the Client computers but you must install the files on a network drive. From then on, and for all other workstations, select Compact/Workstation. Be SURE that you select the same directory on the network that the program was initially installed in. This will only install the local files for the workstation. For example if you installed the first computer into n:\Program Files\Permits, you should select that same directory for the next install. The drive letters do not have to be the same but they must point to the same location on the network.

Installing PERMITS LOCAL

After all files are copied, the program will create start menu items and icons.

When all files are copied, the final dialog (Setup Complete) appears.

Click Finish to exit the install.

You should now be able to click on the PERMITS LOCAL icon and start the program.