

INSTALLING THE OPAS 8.19 UPDATE - OPAS CLIENTS USING THE FOXPRO DATABASE

Installation of the OPAS update is a simple and straightforward process. However, please do not hesitate to contact Technical Support with any questions or concerns, or to have a support representative on standby while you run the process.

The Update process does **not** affect your OPAS license, your customized reports, your system settings, your User Names or passwords, or your ODBC connections.

How to find the OPAS Update files

In most cases, the OPAS Update files will be on the Update CD-ROM (in other cases, you will have downloaded the update files from the Internet). The name of the update file is: **update.exe**

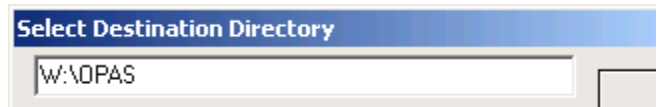
The easiest way to locate the Update files is to:

- Put the OPAS CD-ROM into the CD-Rom drive of your computer
- Double-click the My Computer icon at the top left of your computer screen
- This action will reveal all of the drives on your computer. One of these drives will be your CD-ROM; it's often the drive letter "D" (but not always). The CD-ROM will have a special icon:
- Double-click the CD-ROM icon to reveal the contents of the CD-ROM
- Many of the files here are optional or are provided in the unlikely need of technical support. The main file you will need is called **Update.Exe**.

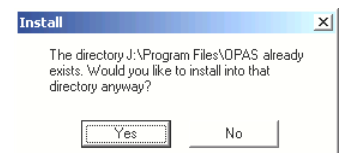
STEP ONE – UPDATE OPAS ON THE SERVER

Estimated Time: 3 - 5 Minutes

- Make sure everyone is out of OPAS
- From a workstation that has full read/write access to the server, or on the server itself, double-click Update.exe to start the OPAS Update program.
- Select U.S. English as the language of installation and click **OK**. At the Welcome screen, click the **Next** button
- At the **Choose Destination Location** window, click the **Browse** button and locate your OPAS installation on the Server. **Note** – the Update utility may try to put an extra "\OPAS" at the end of the destination directory. Just check the field at the top of the screen and make sure it's correct before you proceed.



HINT: You'll know you have the right directory location if you see the following message after you click the OK button at the above window. This message indicates that you have chosen the **correct** directory



- At the **Start Installation** window, click Next

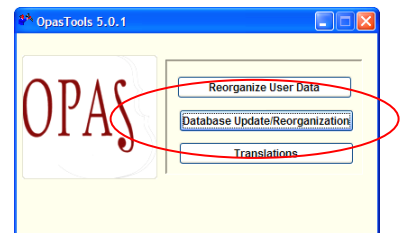
STEP TWO – UPDATE THE OPAS DATABASE SO THAT IT MATCHES THE PROGRAM VERSION

Estimated Time: 5-15 Minutes, depending upon the size of your database

1. From a workstation that has full read/write access to the server, or on the server itself, start the **OPAS Tools** program by either selecting it from the OPAS program group or by double-clicking the **opasools.exe** file in the main OPAS directory:



2. When the OPAS Tools window opens, click the **Database Update/Reorganization** button. OPAS will first back up your existing database, and then update it to the proper version



STEP THREE – UPDATE OPAS WORKSTATIONS

Estimated Time: 5 Minutes on each workstation

Critical: Before you run any update on a workstation, be sure you have the rights to make changes to the C:\Windows\System folder and/or the C:\WINNT\System32 folder on that workstation. If the workstation uses Windows 2000 that may well mean you need to be logged into that workstation as the Administrator. The OPAS workstation update routine puts new support files into those folders – if you don't have the access rights to those folders, the update won't be successful.

If OPAS is installed on each Workstation

Use this set of steps if OPAS is installed on each workstation (the OPAS.EXE resides on the C:\ drive of the computer)

This set of steps will make the workstation copy of OPAS match that of the Server

1. While sitting at the workstation, double-click the **Update.exe** file – this is the same file you used on the Server in step one.
2. At the Welcome screen, click Next
3. At the Choose Destination Location window, accept the default C:\Program Files\OPAS directory (that is, the C:\ drive of the computer at which you are sitting). If you've not installed OPAS to that folder, click the Browse... to locate it.

Next, you must install the necessary Windows support files to the workstation. This is because the OPAS update involves a Major Update – version 7.14 to 8.17 – the skip from 7 to 8 means that OPAS is using a new set of Microsoft Visual FoxPro tools. The file to achieve this is called **WorkstationSetup.exe**

4. While sitting at the workstation, find the **WorkstationSetup.exe** file and double-click it to start it.
5. At the Welcome screen, click Next
6. At the Choose Destination Location window, accept the default location of C:\Program Files\OPAS
7. At the Ready to Install Window, click Next

The Workstation Setup routine will copy the necessary files to the workstation's Windows folder. You may be prompted to **reboot** the workstation and should do so.

You are now ready to use OPAS on this workstation!

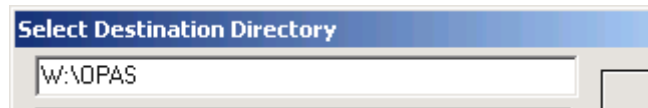
If OPAS is *not* installed on each Workstation

Use this set of steps if OPAS is installed **only** on the central server and each workstation runs OPAS.EXE on the server.

You must install the necessary Windows support files to the workstation. This is because the OPAS update involves a Major Update – version 7.14 to 8.17 – the skip from 7 to 8 means that OPAS is using a new set of Microsoft Visual FoxPro tools. The file to achieve this is called **WorkstationSetup.exe**

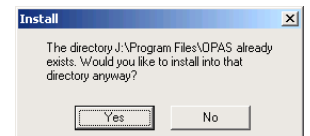
The most efficient way to install this file is to copy it on to your server, in the main OPAS directory, you can then access it via Windows Explorer or the Start | **Run** buttons.

1. While sitting at the workstation, find the **WorkstationSetup.exe** file and double-click it to start it.
2. At the Welcome screen, click Next
3. At the Choose Destination Location window, click the Browse button and locate your OPAS installation on the **Server**. **Note** – the utility may try to put an extra “OPAS” at the end of the destination directory. Just check the field at the top of the screen and make sure it's correct before you proceed.



HINT: You'll know you have the right directory location if you see the following message after you click the OK button. The message at right indicates that you have chosen the **correct** directory

4. At the **Ready to Install** window, click Next



The Workstation Setup routine will copy the necessary files to the workstation's Windows folder. You may be prompted to **reboot** the workstation and should do so.

You are now ready to use OPAS on this workstation!