

OPAS Workstation Installation – SQL Server Environment

What you need:

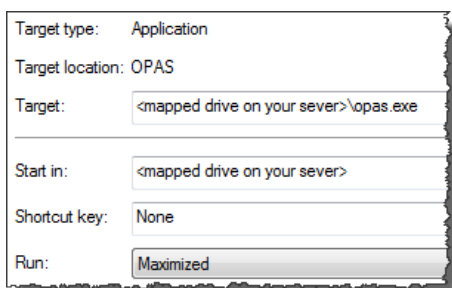
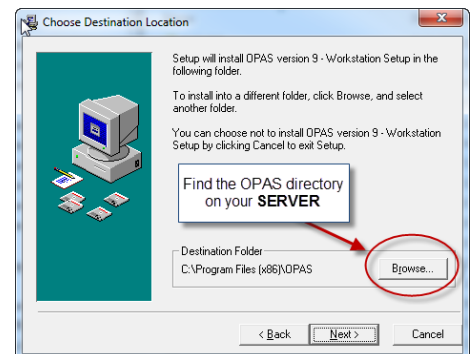
- A Windows® PC running Windows XP, 7, 8 or 10
- You may need to log in to the computer as Administrator or a user that has program installation rights
- 50 MB of hard-disk space and a screen resolution of at least 1024 x 768
- A **mapped drive** to the server on which OPAS is installed and **full control** over that OPAS folder. Even if a person has read-only access within OPAS itself, he/she must have full control over the folder so that license tokens and other information can be properly managed.
- The assumption is made that the PC also has Microsoft Office or Word, Excel and (optionally) Outlook

The procedure should take 10-15 minutes.

STEP ONE – Install the OPAS Windows™ Files

You must install the Windows ‘support’ files that allow OPAS to run. These are standard OPAS DLL, OCX and other files.

1. You will have been given a link to download the file called **WorkstationSetup.exe**. This is the installation file for each computer that wishes to run. Double-click WorkstationSetup.exe to run it.
2. At the Welcome screen, click **Next**
3. At the Choose Destination Location screen, select the Mapped OPAS drive on the Server (you can click Browse... to locate it) and click **Next**
4. At the Ready to Install screen, click **Next**.
5. The Workstation Setup routine will copy the necessary files to your computer’s Windows directory. When finished, you may be prompted to restart or reboot your computer, and should do so.



Check your work – when the Workstation Setup is done, it will have placed an OPAS icon on your desktop. **Right-click** the icon, choose Properties and Shortcut. Make sure the **Start In** and **Target** properties of the OPAS icon point to the server. You may also want to set the application to run in a maximized window.

STEP TWO – Set up the ODBC connection so OPAS can see the SQL Server Database

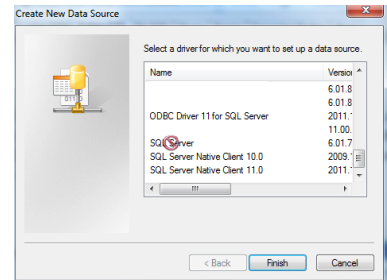
NOTE – There are several options for creating the SQL Server ODBC connection, including SQL vs. Windows authentication and writing the connection string into the OPAS.INI file instead of setting up an ODBC connection on workstations. The instructions here are for a standard connection – individual ODBC connections set up on workstations, using Windows Authentication

NOTE – if you are installing OPAS on a workstation that uses a 64-bit operating system, you **must** use the 32-bit ODBC drivers. Those can be found at: **C:\Windows\SysWOW64\odbcad32.exe**

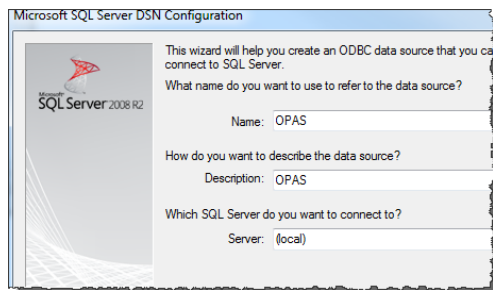
1. From the desktop, launch the Control Panel.
2. In Control Panel, double-click on the **32bitODBC** icon (on some computers, this might read “ODBC Data Sources (32bit)” and on other computers this will be in the “Administrative Tools” area)
3. On the next screen, click the **System DNS** tab (the second one from the left). At the System DNS screen, click **Add**.
4. Choose the **Microsoft SQL Server Driver**



NOTE – if your database is SQL Server 2005 or above, you will likely need to use the **SQL Server Native Client** connection that matches your database version and *not* the standard SQL Server ODBC driver. It is recommended to download and use the latest Microsoft SQL Server driver: **Driver 11**



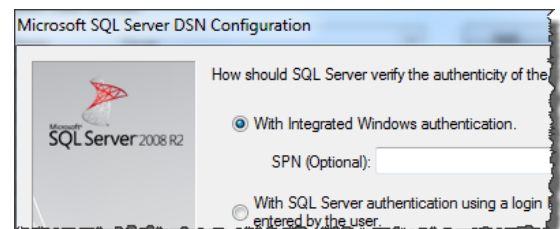
5. Click **Finish**
6. Fill out the SQL Server DSN Configuration screen as follows–



Name = OPAS
Description = OPAS Database
Server = the Server on your network that houses the SQL Server Database (it won't be 'local' as shown here)

7. On the next screen you can indicate either **Windows** or SQL Server authentication. Unless you have spoken with OPAS Technical Support about using SQL authentication, we strongly recommend using Windows authentication.

- Select **With Windows NT** authentication using the **network login ID**
- Leave the bottom item - **Connect to SQL Server to obtain...** checked
- Click **Next**



8. On the next screen Change the **default database** to OPAS. All other settings can be left at their default values. Click **Next**
9. On the next screen, leave all settings as they appear and click **Finish**.
10. On the next screen, click **Test Data Source**. Save this ODBC Connection and exit the ODBC Administrator.

You are now ready to use OPAS!