

About the SPSWin CD

The SPSWin CD includes the installation programs for:

- **SPSWin** (SPS for Windows) – includes **Tenant Manager**, **Data Exchange**, and **ERMAWin** (ERMA for Windows)
- **SPS-DOS** (SPS DOS version) – refer to the *SPS-DOS User's Guide* for more information.
- **ERMA-DOS** (ERMA DOS version) – refer to the *ERMA-DOS User's Guide* for more information.

Other supporting files are included (see CD File List.txt file).

You may install any of the applications from this CD together or as separate stand-alone applications. The install program is located in the root directory and will start up automatically when you insert the CD.

System Requirements

Your system must have Windows 95 (full version) or higher and the following:

Note: For databases having a large number of access codes (e.g., a combination of 1000 or more directory codes, entry codes, and/or cards), Sentex strongly suggests using the recommended hardware.

WINDOWS 95, 98, OR ME® USERS

Minimum	Recommended
Pentium 233-megahertz (MHz)	Pentium II 400-megahertz (MHz)
IBM PC-Compatible Computer	IBM PC-Compatible Computer
64 MB of RAM	128 MB of RAM
240 MB hard disk free	300 MB hard disk free
Internet Explorer 4.01 (Service Pack 2)	Internet Explorer 5.0
Hayes-compatible modem connected to a COM port	
CD ROM	
Mouse	
800 x 600 Display Setting	

- **Windows 95 Users:** You must have Y2K Update installed on your machine.
- **Windows 98 Users:** You must have Y2K Update 2 installed on your machine - does not apply to Windows 98, Second Edition.

WINDOWS NT, 2000, OR XP® USERS

Minimum	Recommended
Pentium 333-megahertz (MHz)	Pentium II 400-megahertz (MHz)
IBM PC-Compatible Computer	IBM PC-Compatible Computer
128 MB of RAM	256 MB of RAM
240 MB hard disk free	300 MB hard disk free
Internet Explorer 4.01 (Service Pack 2)	Internet Explorer 5.0
Hayes-compatible modem connected to a COM port	
CD ROM	
Mouse	
800 x 600 Display Setting	

- **Windows NT 4 Users:** You must have Service Pack 6 (or greater) installed on your machine.
- **Windows 2000 Users:** If you receive an error message stating that you need *Windows Installer 2.0*, make sure the CD is your computer's drive, open Windows Explorer®, go to the CD's "\Support\Windows Installer 2.0\Win2000" directory and double-click on the "instmsiw.exe" setup file. When the setup is complete, double-click the "setup.exe" file on the CD's root directory to start the installation again.
- **Windows NT/2000/XP Users:** You must have administrator privileges to install the application.

Step 1**Installing SPSWin Version 4.0 (and/or its companion applications)**

In order for SPSWin 4.0 or its companion applications to operate properly, it must be installed onto the computer workstation's hard disk drive from where the application will be launched. SPSWin 4.0 or its companion applications cannot be executed directly from the CD. During the installation, you will be prompted to select one or more applications to install. Enable the checkbox(es) next to the application(s) you wish to install.

Important:

- Before you install SPSWin on a computer running Windows® NT, 2000, or XP, review the related section on page 3.
- If you are upgrading SPSWin from an earlier version, you must install version 4.0 in the same directory where the older version of SPSWin currently resides.
- Users cannot run SPSWin on a central server from remote workstations. All users must have SPSWin installed on their local computer. However, they can share a database (.mdb file) if they have read/write capabilities to the server where the database resides. For more information on sharing databases, see page 4.

- 1 Start Windows.
- 2 Place the SPSWin CD in the CD ROM drive. SPSWin will automatically start the installation process; follow the on-screen prompts. If the installation process does not automatically start, continue with the instructions below.
- 3 From the taskbar, click **Start**, point to **Settings** on your desktop, then click on **Control Panel**.
- 4 From the Control Panel window, double-click on **Add/Remove Programs**.
- 5 From the Add/Remove Programs screen, under the Install/Uninstall tab, click **Install**.
- 6 Follow the on-screen prompts.

Note: SPSWin may prompt you to reboot your machine one or more times during the installation process. This is required by Microsoft. If after each reboot SPSWin does not automatically continue with the installation, double-click on the **setup.exe** file in the SPSWin subdirectory.

- If this is a new install, then you've completed the installation.
- If upgrading from SPSWin ver. 1.04 to 4.0 or above, continue with steps 2 and 3.
- If upgrading from SPSWin ver. 1.05 or above to 4.0 or above, skip step 2 and go to step 3.

Step 2**Upgrade Conversion from 1.04 (16 bit) to 4.0 or above (32 bit)**

- 1 Start SPSWin. A dialogue box will inform you that there is a bit-level version mismatch.
- 2 You will be asked if you want to convert the data to 32-bit. Click the OK button. The information in the 16-bit databases will be copied into 32-bit databases.
- 3 Do this for both the SPSWin and ERMAWin (Transaction) databases.

Step 3**Upgrade Database Utility for All Versions**

- 1 Start SPSWin or one of its companion applications. If you get a message stating "Database Version Mismatch", you must run the SPSWin Database Upgrade Utility. **Note:** If you do not have access to the SPSWin application, check with your system administrator.
- 2 Run the Database Upgrade Utility (under the Tools menu in SPSWin). **OR** From the taskbar, select  **Start** >> **Programs** >> **Sentex Applications** >> **SPSWin Database Upgrade Utility**.
- 3 Run the utility on your SPSWin database(s). Click on SPSWin. Check the file name and path. If the file path is incorrect, click **Browse** and select the correct file. Click **OK**.
- 4 Run the utility on your ERMAWin databases (only if your ERMAWin databases were built **before** SPSWin 2.0). Click on **ERMAWin**. Check the file name and path. If the file path is incorrect, click **Browse** and select the correct file. Click **OK**.

All the data from your old databases will be copied into the new databases.

**Windows®
NT, 2000, or
XP Users**

If you plan to run SPSWin on Windows NT, 2000, or XP and you are the system administrator, please note the following:

Before the Installation

You must have administrator privileges to install SPSWin.

Windows XP Users

If there are multiple SPSWin users, there are two ways to configure your system:

- In Windows Explorer®, go to **Tools >> Folder Options >> View** and disable the “Use simple file sharing (Recommended)” option. Then provide shared privileges and grant “Full Control” permission after installing SPSWin (see below). OR
- When installing SPSWin, change the install path to the “Shared Documents” directory. The default path for this directory is “C:\Documents and Settings\All Users\Documents”. Note, however, that installing SPSWin with this method will provide access to all users.

Immediately After the Installation

If there are multiple SPSWin users:

- Provide shared privileges for the entire SPSWin subdirectory (and any other directory that will store the databases) **AND**
- Grant “Full Control” permission for each SPSWin user to each subdirectory storing the SPSWin databases.

Changing SPSWin Files (Multiple Users)

Since each user has an individual registry, it is advised **not** to change the location of the SPSWin database. Database information changed by one user will not be reflected in all users.

No “Collision/Race” Condition

SPSWin does not currently support record “locking” (i.e., the process whereby only one user may work with the same database record at a time). Multiple users may simultaneously work with the same database record; however, doing so may result in data loss or corruption. Please manage multiple users accordingly.

Notes

- If at the initial setup your system detects that MDAC (Microsoft Data Access Components) version 2.6 must be installed or reinstalled, click Next. The system will add it and may require a restart. Microsoft requires the reboot.
 - The SPSWin 4.0 CD provides Internet Explorer Service Pack 2 for IE 4.01 (installing with Browser Only will suffice). The installation includes the following: Browser Only, Online, Standard, and Full Installation. To install Service Pack 2, run the “ie4setup.exe” file. If your version of Internet Explorer is earlier than 4.01, you will need to obtain Internet Explorer from Microsoft.
 - SPSWin stores information in the **Windows Registry**. You can access this information through the following location in the registry: HKey_Current_User\Software\VB and VBA Program Settings\SPSWin32.
 - If you want to look at the databases through a program other than SPSWin, Sentex recommends that you make a copy of the databases for that purpose. You can view the databases using Microsoft Access® 7.0, or you can export the data for use in other programs such as Microsoft Excel®.
 - Although the system will not overwrite the database, Sentex still recommends that you make backup copies.
 - When uninstalling SPSWin 3.0 or below, Sentex strongly suggests using the automatic uninstall feature. We discourage manually uninstalling SPSWin 3.0 or below.
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Important

When downloading data from a unit and merging it to your SPSWin database (with a Receive All command), the download time may vary. The time it takes your system to merge the data depends on the size of your database, the number of units involved, the capacity of the unit(s), your computer speed, etc.

To avoid unnecessary download time, determine whether you need to download all the data (Receive All) or partial data (Receive Settings); see SPSWin User's Guide or online help for more information on the two types of downloads.

If no data has been entered at the unit itself, there is no need to perform a full download to SPSWin. Or if you know all the changes that have been made at the unit (and there are only a few), consider entering the changes into SPSWin yourself rather than performing a full download.

Remember, **you should only need to download all unit data once** (before you can send data). When you download and merge unit data into SPSWin with a Receive All command, the application will download all the data and merge it into the SPSWin database, regardless of the number of changes that have been made to the database at the unit(s).

Sharing an SPSWin Database

A shared SPSWin database enables multiple users to edit its data. An SPSWin database (.mdb file) may be shared if the database resides on a network server/computer where the SPSWin users have read and write capabilities. When enabling users to share an SPSWin database, perform and ensure the following:

- Locate the SPSWin .mdb file (located in the SPSWin directory). Copy it to the server. Then each user must select the database. Each user should know that s/he shares the database with another user (or other users), thereby avoiding any confusion when editing data.
 - Users sharing the same database should avoid simultaneously editing data for the same units. For example, while one user edits Unit 1, another should edit Unit 2 or Unit 3. Users may be blocked when trying to simultaneously edit the same units.
 - Users sharing the same database should also avoid editing data when another user attempts to transmit data to/from units associated with the database. This may cause unexpected results.
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