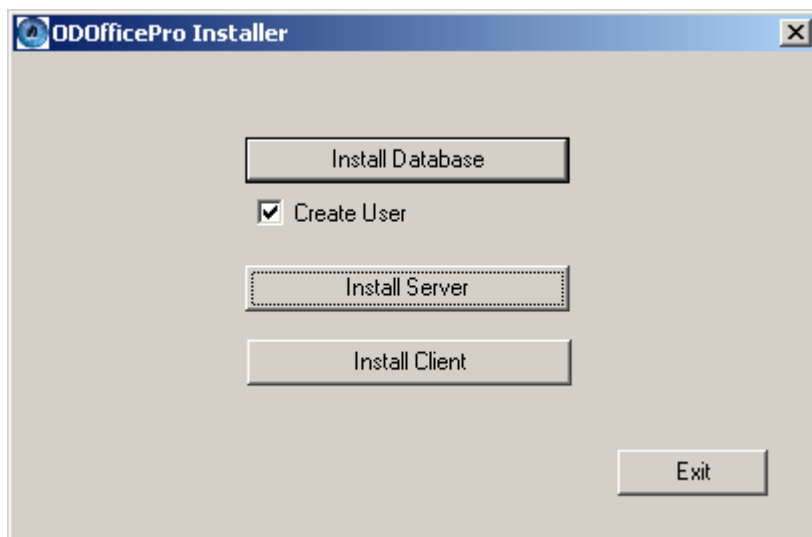# ODOfficePro Installation Guide

To install ODOfficePro, please insert the Installation CD into your CD drive, or the provided USB Memory Stick into a working USB port.

Please note: you must have administrator privileges to install any software.

If the setup program does not start automatically, use your explorer to view the contents of the appropriate drive, and double-click on Setup.exe.

Name	Date modified	Type	Size
PostgreSQL	7/11/2017 6:34 PM	File folder	
autorun.inf	3/6/2008 6:53 PM	Setup Information	1 KB
clientSetup.exe	7/11/2017 3:07 PM	Application	8,906 KB
installationGuide.doc	6/19/2012 8:43 AM	Microsoft Word D...	154 KB
MFC42D.DLL	3/22/1999 11:00 PM	Application extens...	909 KB
MFCO42D.DLL	3/22/1999 11:00 PM	Application extens...	781 KB
MSVCRTD.DLL	3/22/1999 11:00 PM	Application extens...	393 KB
serverSetup.exe	7/11/2017 3:07 PM	Application	6,379 KB
Setup.exe	4/17/2008 1:08 AM	Application	109 KB
spinnakerWare.ico	1/18/2006 3:58 PM	Icon	5 KB
TeamViewerQS_en.exe	9/30/2016 1:06 PM	Application	8,011 KB

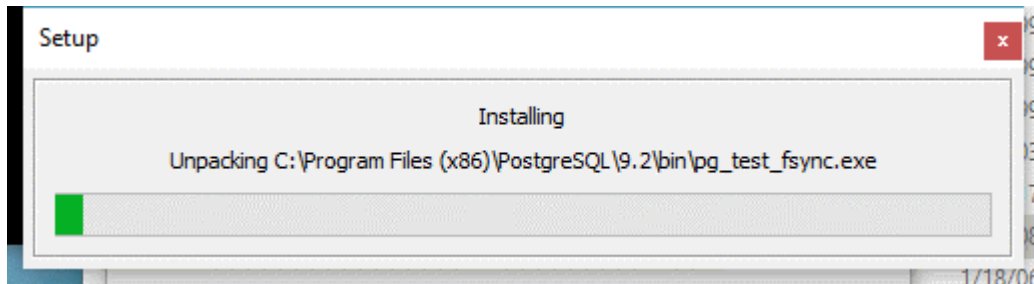The main installation window will appear.
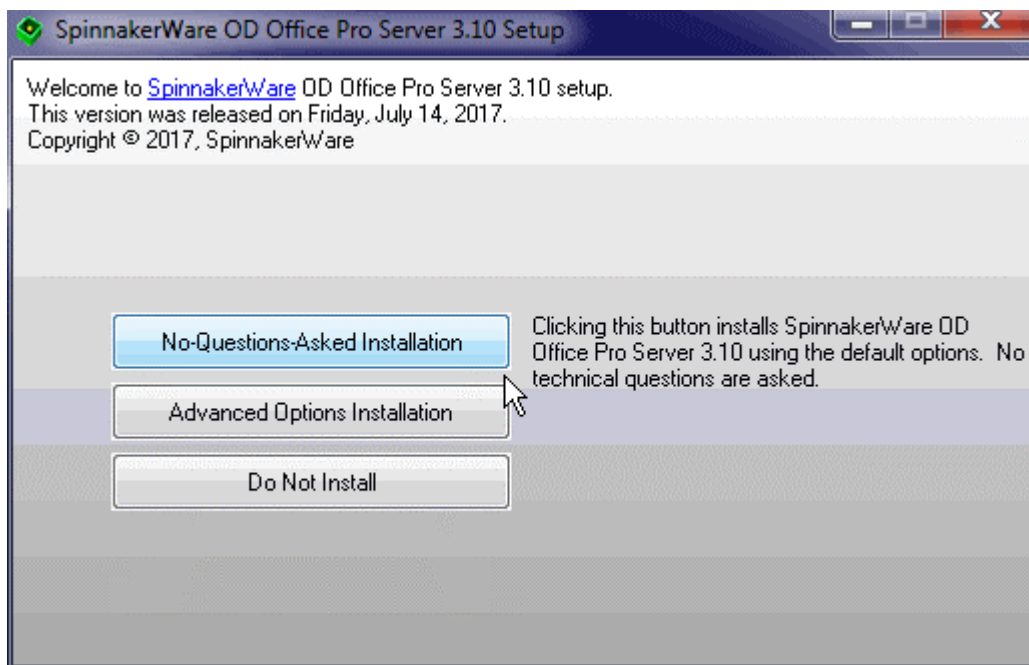
1) Installing the Database and Server

One, and only one, computer in each office must be designated as the Server computer. This computer will maintain the database, as well as the server program, which is used to distribute all information to the client programs, much in the same was as a Web Server distributes web page information to Web Browsers. The Server computer can also function as a client.

To setup a Server computer, both the Database program, and the Server program must be installed.

First, install the database software by clicking on *Install Database*. A window with a black background will appear, and then a progress window will open over top, indicating the status of the database install. This setup may will take up to a minute or longer.
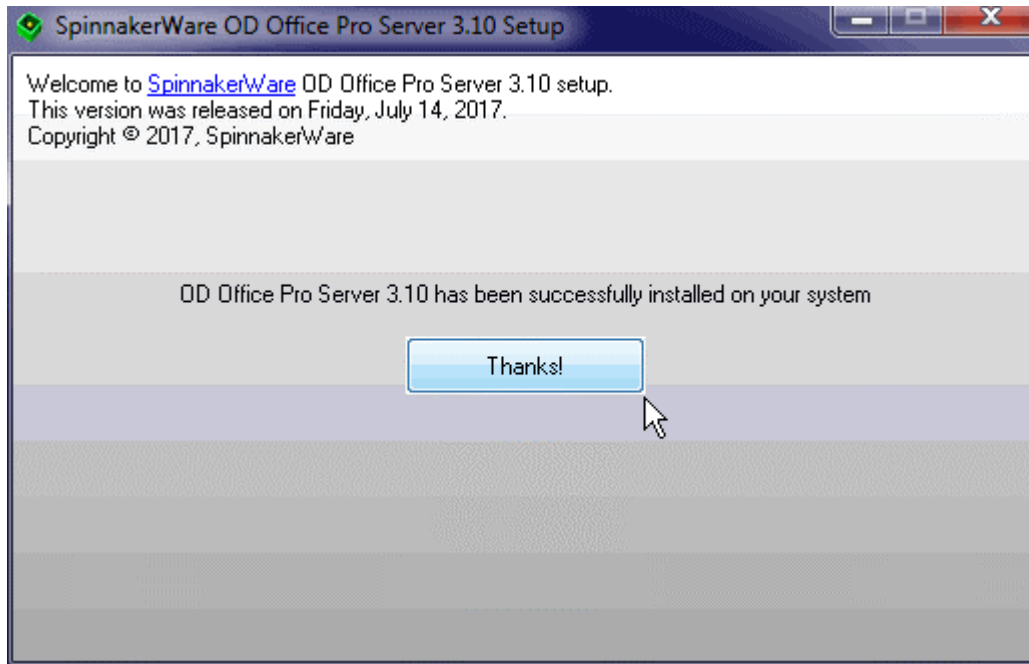

Once the database installation has completed, click on *Install Server*.
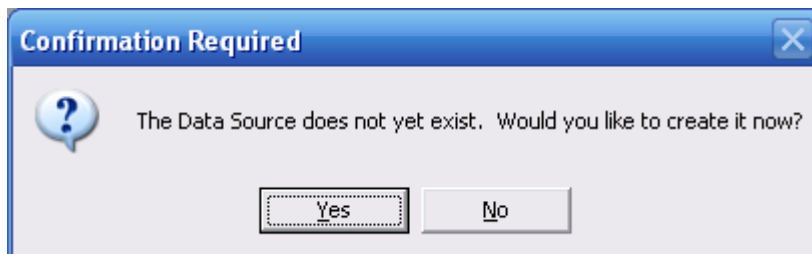The following window will appear:

Click on *No-Questions-Asked Installation*.

Once this part of the installation completes, you will see the following window. Click on *Thanks!* To close it. The server software is now completely installed.
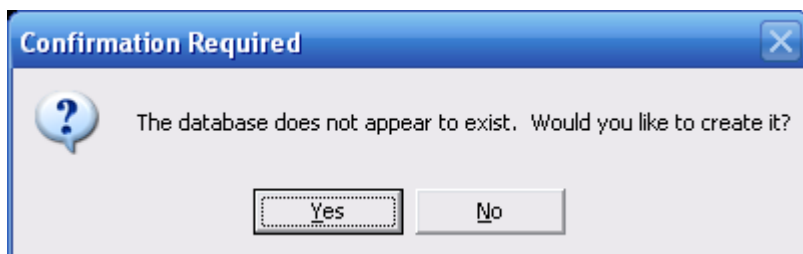

2) Setup Server

On the server computer, launch the server program by clicking on the desktop icon for *ODOfficePro Server*. The first time this program starts, you will be asked to configure the database.
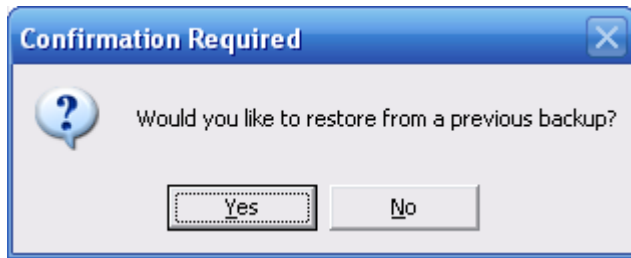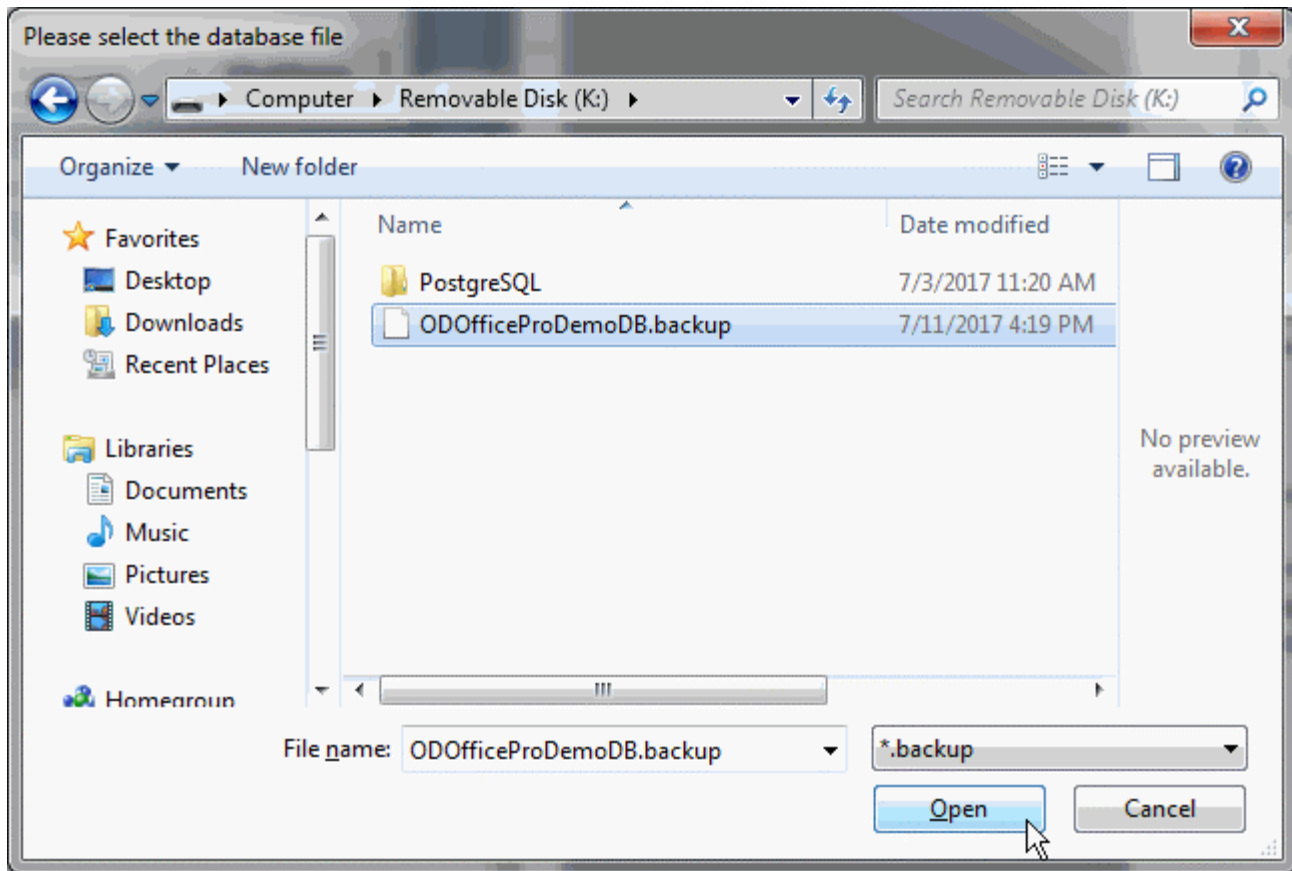

Click *Yes* on this window.

Click *Yes* on this window. Your database will then be ready to accept data.

The next window that appears, asks you if you would like to restore from a previously-saved backup. Click *Yes*.

You will then be prompted to select a backed-up database. On the Installation CD/memory key, a demo database has been provided. Unless a personalized database has been provided, use this one.
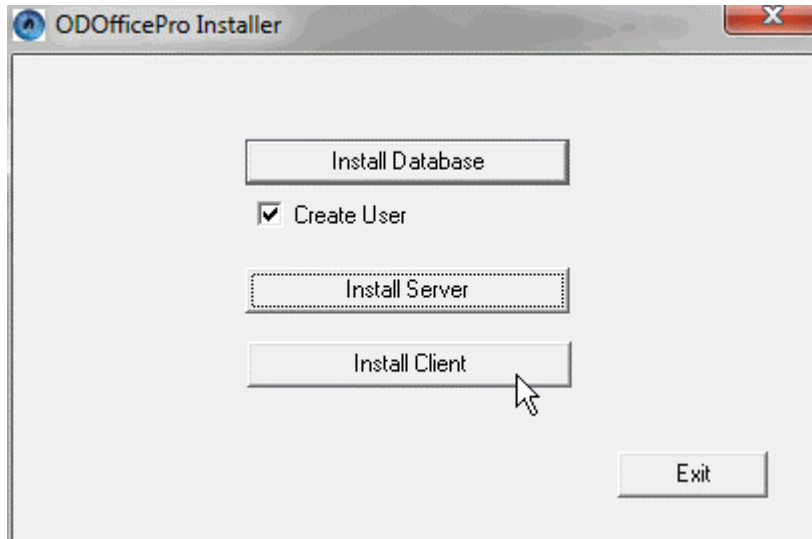

Once this step completes, your server will be configured, and ready to use.

If you are also installing the client software on your server computer, continue with "Installing a Client" on the same computer. If not, then move to one of your client computers, and continue. In either case, leave the server running.
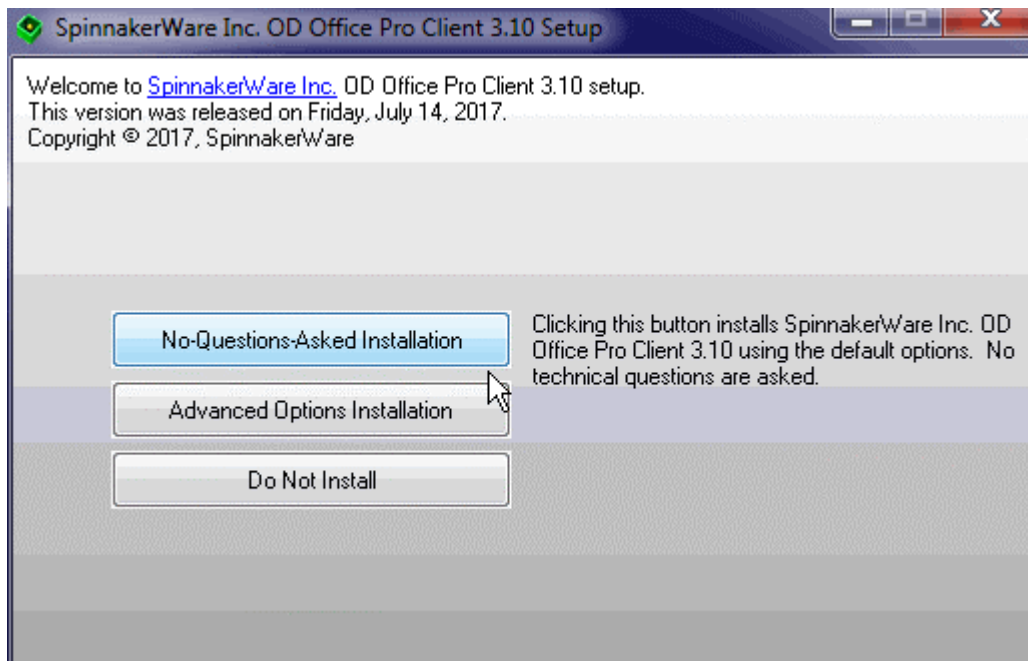
3) Installing a Client

You may install as many client computers as required in your office. These are the workstations at which the doctors and office staff will use **ODOfficePro**.

Make sure the Installation CD is in the CD drive or the memory stick is in a working USB port, and the installation program is running. From the main installation window, click on *Install Client*.
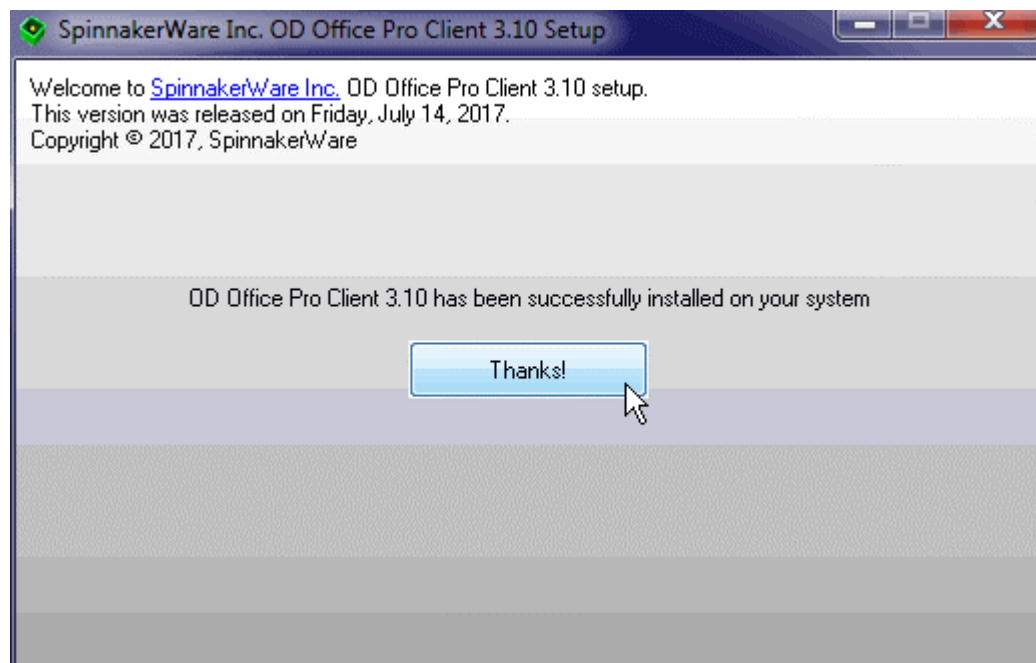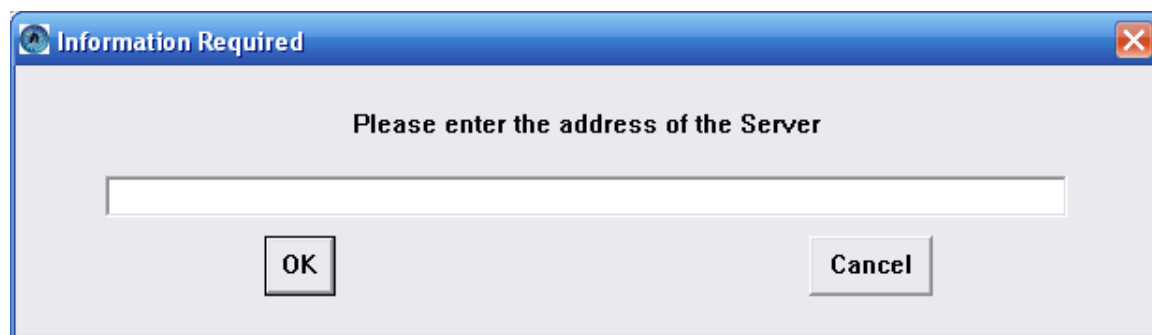

The following window will appear:

Click on *No-Questions-Asked Installation*.

Once this part of the installation completes, you will see the following window. Click on *Thanks!* To close it. The client software is now completely installed.
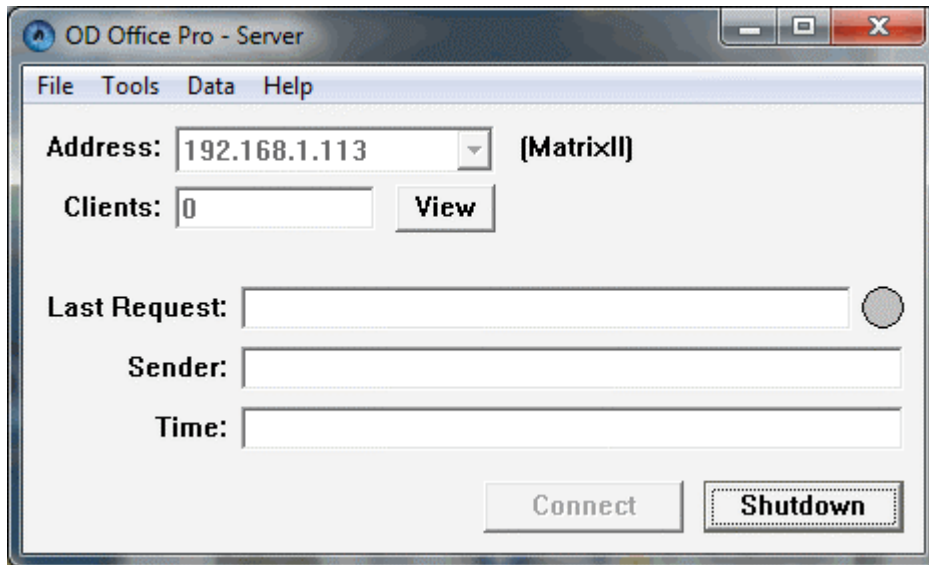

4) Setup Client

The only step required to setup a client is to tell the software where the server is located. The first time a client is started, you will be prompted to provide the address of the server computer. NOTE: the server program must be running to complete this next step.

There are two possible answers to this question. If your server computer has a name (ie. *OfficeServer*), then type the name in here, and press *OK*. Otherwise, the numeric IP address must be provided.
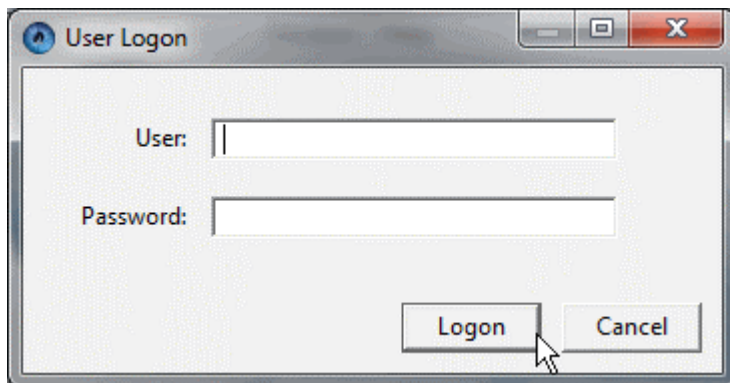
Both the IP address, and the computer name are shown on the window of the server program running on the server computer.

Your client is now configured and ready to use.

The client installation and setup steps can be repeated for each computer that is to connect to the server.

At this point in time, you will be prompted for a password to log on. There is no password used in the demo database, and so you can just press *Logon* to continue.

IMPORTANT!!!
The first time you open the Appointment Book after the initial installation, there will likely be a long delay. This delay will only occur this first time, as it completes some initial configuration.