

**ASISTS**

**Graphical User Interface**

**Installation Guide**



**June 3, 2002**

**VERSION 2.0**  
**June 3, 2002**

## Revision History

<b>Date</b>	<b>Revision</b>	<b>Description</b>	<b>Author</b>
4/23/02	1.3	Updated BDE Install info, added comment for integrated facilities.	Wilbur, Charlie
3/18/02	1.2	Included new instructions for shared drive setup program included in install.	Wilbur, Charlie
3/7/02	1.1	Updated Instructions for shared drive installation	Wilbur,Charlie
3/1/02	1.0	Initial Version	Wilbur,Charlie

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# 1 Introduction

## 1.1 Purpose

The purpose of this Installation Guide is to provide details on the installation of Automated Safety Incident Surveillance Tracking System (ASISTS), Graphical User Interface (GUI), software.

The intended audience of this document includes Technical Services and National VISTA Support.

## 1.2 Scope

ASISTS version 2.0 is the first ASISTS release to provide a Graphical User Interface to the ASISTS application. It offers the current roll-n-scroll functionality in a well-organized and user-friendly GUI environment. The GUI design is consistent in look and feel with current *VISTA* GUI applications. The intent of the new GUI version was to mimic the existing roll-n-scroll versions. With the exception of new reports, minimal functionality has been added. See the Release Notes Guide for further information.

ASISTS GUI offers the following features:

1. The user will be able to access on line help for the software.
2. The user will be able to print the following reports:
  - Log of Federal Occupational Injuries and Illness
  - Log of Needlestick Incidents
  - Accident Report Status
  - Report of Accident
  - Seven Different types of Incident Reports
  - Completed CA1/CA2 forms

## 1.3 Acronyms

ASISTS	Automated Safety Incident Surveillance Tracking System
DOL	Department Of Labor
GUI	Graphical User Interface
HFS	Host File Server
IG	Installation Guide
RPC	Remote Procedure Call
VA	Department of Veterans Affairs
VISTA	Veterans Health Information Systems and Technology Architecture

## 2 Install Requirements

### 2.1 Package Integration

The following package versions (or higher) must be installed prior to loading this patch of ASISTS.

Kernel	8.0
ToolKit	7.3
RPC Broker	1.1
MailMan	7.1
VA FileMan	22.0
PAID	4.0

### 2.2 Server Requirements

Any site not currently running the Automated Safety Incident Surveillance Tracking System application and wishing to install ASISTS GUI need not install all previous ASISTS patches since it is a complete install.

After installation, every Vista user should be assigned, in their secondary menu, the OOPS GUI EMPLOYEE menu so that they may be able to file a workers' compensation claim using ASISTS GUI. This menu option **must** be assigned to every user, in addition to any menu(s) assigned from the list below, for ASISTS GUI to function properly.

Other menu options that should be assigned to the appropriate user in their secondary menu are:

OOPS GUI EMPLOYEE HEALTH MENU	ASISTS GUI Employee Health Menu (Context)
OOPS GUI SAFETY OFFICER MENU	ASISTS GUI Safety Menu (Context)
OOPS GUI SUPERVISOR MENU	ASISTS GUI Supervisor Menu (Context)
OOPS GUI UNION MENU	ASISTS GUI Union Menu (Context)
OOPS GUI WORKERS' COMP MENU	ASISTS GUI Workers' Comp Menu (Context)

There are three items to consider when using ASISTS after the GUI version has been installed.

- 1) Any claim initiated using the roll-n-scroll version must be completed using the roll-n-scroll Version. The reason for this is that portions of the claim are now filed at different times in the new GUI version. Therefore, toggling back and forth between the old and new version may cause claims to be incomplete and rejected when filing with DOL.

- 2) To prevent the above from occurring, it is strongly recommended that the roll-n-scroll Menu options be removed from the users menu, prior to assigning the new GUI menus.
- 3) If either of these conditions exists:
  - A) You are an Integrated Facility with a large number of claims (over 2500)
  - B) You anticipate running reports spanning large time periods.

We recommend that the Kernel System Parameter, BROKER ACTIVITY TIMEOUT be set to 600. This will help prevent “connection to server” timeout errors that occur when large amounts of data are processed both on the client and server machines.

## 2.3 Client Requirements

This initial version of ASISTS GUI should be run in a test environment before installation on a production system.

To run this Delphi-based application, the following configuration is recommended:

- Intel Pentium 90 or higher (P166 recommended).
- Microsoft Windows 95, 98, NT 4.0, or Windows 2000.
- Memory: 32MB of RAM (64MB or more recommended).
- Full Client Install Hard disk space: 19MB.
- Reports Install (Optional) on Client Machine Hard disk space: 8MB.
- VGA or higher resolution monitor.
- Mouse or other pointing device.
- Networks supported: Any Microsoft Windows 95, 98, Windows NT, or Windows 2000 or higher compatible network.

The following reports, which are typically run by Employee Health, Safety, Union, and Workers’ Compensation personnel, require the Reports Data Base installation (see below) in order to run.

Log of Federal Occupational Injuries and Illnesses  
Log of Needlestick Incidents  
Incident Reports

Therefore, the Reports Data Base installation can be limited to the few desktops used by these individuals. Once the Reports Data Base is installed on a desktop, it should not need to be reinstalled when future upgrades of the ASISTS software are released.

The following reports, which are used by all areas including supervisors, do not require the Reports Data Base installation:

Print Report of Accident  
Print Accident Report Status

## 3 Server Installation

### 3.1 Server Instructions

- This distribution contains a full package release of ASISTS. Therefore, if the system you are installing into, is not fully patched, it does not need to be. This distribution contains bug fixes to the roll-n-scroll as well as all functionality for ASISTS GUI and must be installed to run the ASISTS GUI and to implement the bug fixes in the ASISTS roll-n-scroll. The bug fixes to the ASISTS roll-n-scroll were implemented mainly to alleviate problems with the electronic transmission of claims to the Department of Labor until the GUI became fully integrated at all facilities.
- We recommend that you install ASISTS v2.0 into a training or test account that is a mirror of your production account and test prior to installing in your production account.
- A pre-installation routine is run that changes the .01 field in the ASIST DOL CAUSE OF INJURY CODE File (#2263.2) so the global protection on this file must be set to allow sets and kills (RWP).
- Instructions for loading the distribution for ASISTS V. 2.0. Total time estimated for installation is less than 15 minutes.

NOTE: We recommend that you set your PC or terminal for scroll-back (with a large enough buffer size) and plan to run the installation to the screen. This will allow you to monitor the process and include the scrolling region data in the history log.

Select the option *Kernel Installation and Distribution System*, XPD MAIN. Choose the *Installation* option, followed by the option, *Load the distribution*. When prompted to enter a host file, enter OOPS2\_0.KID, as shown below:

```
>D ^XUP

Select OPTION NAME: XPD MAIN      Kernel Installation & Distribution
System

      Edits and Distribution ...
      Utilities ...
      Installation ...

Select Kernel Installation & Distribution System Option: INstallation
  1      Load a Distribution
  2      Verify Checksums in Transport Global
  3      Print Transport Global
```

```

4      Compare Transport Global to Current System
5      Backup a Transport Global
6      Install Package(s)
      Restart Install of Package(s)
      Unload a Distribution
Select Installation Option: 1  Load a Distribution
Enter a Host File: OOPS2_0.KID;1

KIDS Distribution saved on Feb 21, 2002@16:21:06
Comment: ASISTS - VERSION 2.0 built on 2/21/01

This Distribution contains Transport Globals for the following
Package(s) :
  OOPS 2.0
Distribution OK!

Want to Continue with Load? YES//
Loading Distribution...

  OOPS 2.0
Use INSTALL NAME: OOPS 2.0 to install this Distribution.

```

- **(optional) Print a list of package components with the KIDS Build File Print option** if you would like a complete listing of package components (e.g., files, routines, and options) exported with this software.

### 3.1.1 Verify Checksums in the transport global.

Run the option Verify Checksums in Transport Global to verify that all routines have the correct checksum. If there are any discrepancies, do not run the Install Package(s) option. Instead, run the Unload a Distribution option to remove the Transport Global from your system. Log a NOIS and/or call the national Help Desk and report the problem.

### 3.1.2 Back up all systems as deemed appropriate.

## 3.2 Installation Example ASISTS 2.0

Although no new mail groups have been added, since this is a complete package release we have included the mail groups. Therefore, someone will have to be assigned as the mail group coordinator. However, all existing mail groups will be left intact and existing members will not need to be re-added.

Note that the ASISTS roll-n-scroll menu options should be disabled when installing this release.

Select the option Kernel Installation and Distribution System, XPD MAIN. Choose the Installation option, followed by the option, Installation. When prompted to enter the install name, enter ASISTS 2.0, as shown below:

```
Select OPTION NAME: XPD MAIN      Kernel Installation & Distribution System
                        Edits and Distribution ...
                        Utilities ...
                        Installation ...

Select Kernel Installation & Distribution System Option: Installation

1      Load a Distribution
2      Verify Checksums in Transport Global
3      Print Transport Global
4      Compare Transport Global to Current System
5      Backup a Transport Global
6      Install Package(s)
      Restart Install of Package(s)
      Unload a Distribution

Select Installation Option: 6  Install Package(s)
Select INSTALL NAME:  OOPS 2.0      Loaded from Distribution
2/27/02@14:45:54
=> ASISTS - VERSION 2.0 built on 2/21/01  ;Created on Feb 21, 2002@16:21:

This Distribution was loaded on Feb 27, 2002@14:45:54 with header of
ASISTS - VERSION 2.0 built on 2/21/01  ;Created on Feb 21, 2002@16:21:06
It consisted of the following Install(s):
  OOPS 2.0
Checking Install for Package OOPS 2.0

Install Questions for OOPS 2.0

Incoming Files:

  2260      ASISTS ACCIDENT REPORTING
Note:  You already have the 'ASISTS ACCIDENT REPORTING' File.

  2261      ASISTS CHARACTERIZATION OF INJURY  (including data)
Note:  You already have the 'ASISTS CHARACTERIZATION OF INJURY' File.
I will OVERWRITE your data with mine.

  2261.1    ASISTS DOL ANATOMICAL LOCATION CODES  (including data)□
*BUT YOU ALREADY HAVE 'ASISTS BODY PARTS' AS FILE #2261.1!
```

Shall I write over your ASISTS BODY PARTS File? YES// **YES** - **respond yes**  
I will OVERWRITE your data with mine.

2261.2 ASISTS CRITICAL TRACKING ISSUES (including data)  
Note: You already have the 'ASISTS CRITICAL TRACKING ISSUES' File.  
I will OVERWRITE your data with mine.

2261.3 ASISTS PERSONAL PROTECTIVE EQUIPMENT (including data)  
Note: You already have the 'ASISTS PERSONAL PROTECTIVE EQUIPMENT' File.  
I will OVERWRITE your data with mine.

2261.4 ASISTS SETTING OF INJURY (including data)  
Note: You already have the 'ASISTS SETTING OF INJURY' File.  
I will OVERWRITE your data with mine.

2261.5 ASISTS PURPOSE FOR USING SHARPS (including data)  
Note: You already have the 'ASISTS PURPOSE FOR USING SHARPS' File.  
I will OVERWRITE your data with mine.

2261.6 ASISTS OCCURRENCE OF SHARPS INJURY (including data)  
Note: You already have the 'ASISTS OCCURRENCE OF SHARPS INJURY' File.  
I will OVERWRITE your data with mine.

2261.7 ASISTS DEVICE/EQUIPMENT (including data)  
Note: You already have the 'ASISTS DEVICE/EQUIPMENT' File.  
I will OVERWRITE your data with mine.

2261.8 ASISTS RESULTS (including data)  
Note: You already have the 'ASISTS RESULTS' File.  
I will OVERWRITE your data with mine.

2261.9 ASISTS SAFETY CHARACTERISTICS (including data)  
Note: You already have the 'ASISTS SAFETY CHARACTERISTICS' File.  
I will OVERWRITE your data with mine.

2262 ASISTS SITE PARAMETER  
Note: You already have the 'ASISTS SITE PARAMETER' File.

2262.1 ASISTS DOL DISTRICT OFFICE (including data)  
Note: You already have the 'ASISTS DOL DISTRICT OFFICE' File.  
I will OVERWRITE your data with mine.

2262.2 ASISTS DEVICE SIZE (including data)  
Note: You already have the 'ASISTS DEVICE SIZE' File.  
I will OVERWRITE your data with mine.

2262.3 ASISTS NEEDLESTICK BRANDS  
Note: You already have the 'ASISTS NEEDLESTICK BRANDS' File.

2263 ASISTS DOL TYPE OF INJURY CODES (including data)  
I will OVERWRITE your data with mine.

2263.1 ASISTS DOL SOURCE OF INJURY CODES (including data)  
I will OVERWRITE your data with mine.

2263.2 ASISTS DOL CAUSE OF INJURY CODES (including data)  
I will OVERWRITE your data with mine.

2263.3 ASISTS DOL NATURE OF INJURY CODES (including data)  
I will OVERWRITE your data with mine.

2263.5 ASISTS DOL PROVIDER TITLE (including data)  
I will OVERWRITE your data with mine.

2263.6 ASISTS OWCP CHARGEBACK CODES (including data)  
I will OVERWRITE your data with mine.

2263.7 ASISTS UNION INFORMATION

Incoming Mail Groups:

Enter the Coordinator for Mail Group 'OOPS SAFETY': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS INJURY': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS EH': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS UNION': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS NDB MESSAGES': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS WCP': **ENTER COORDINATOR NAME**

Enter the Coordinator for Mail Group 'OOPS WC MESSAGE': **ENTER COORDINATOR NAME**

Want KIDS to INHIBIT LOGONs during the install? YES// NO

Want to DISABLE Scheduled Options, Menu Options, and Protocols? YES// YES  
When prompted to select the options you would like to place out of order, enter the following:

ASISTS Employee Menu	OOPS EMP MENU
ASISTS Employee Health Menu	OOPS EMP HEALTH MENU
ASISTS Safety Officers Menu	OOPS SAFETY MENU
ASISTS Supervisor Menu	OOPS SUP MENU
ASISTS Union Menu	OOPS UNION MENU
ASISTS Worker's Compensation Menu	OOPS WORKER'S COMP MENU

Enter the Device you want to print the Install messages.  
You can queue the install by enter a 'Q' at the device prompt.  
Enter a '^' to abort the install.

DEVICE: HOME// **Enter - We recommend that you print this to the screen so that you can monitor the progress**

## ASISTS Install Print example

```
Select OPTION NAME: XPD MAIN          Kernel Installation & Distribution System

    Edits and Distribution ...
    Utilities ...
    Installation ...

Select Kernel Installation & Distribution System Option: UT  Utilities

    Build File Print
    Install File Print
    Convert Loaded Package for Redistribution
    Display Patches for a Package
    Purge Build or Install Files
    Rollup Patches into a Build
    Update Routine File
    Verify a Build
    Verify Package Integrity

Select Utilities Option: INStall File Print
Select INSTALL NAME:   OOPS 2.0      Install Completed  2/28/02@16:05:03
=> ASISTS - VERSION 2.0 built on 2/21/01 ;Created on Feb 21, 2002@16:21:
DEVICE: HOME//      UCX/TELNET

STATUS: Install Completed                DATE LOADED: FEB 12, 2002@15:57:26
INSTALLED BY: ASISTS,PROGRAMMER
NATIONAL PACKAGE: ASISTS

INSTALL STARTED: FEB 28, 2002@16:00:06      16:05:03          0:04:57

ROUTINES:                                16:00:26          0:00:20

PRE-INIT CHECK POINTS:
XPD PREINSTALL STARTED                    16:00:29          0:00:03
XPD PREINSTALL COMPLETED                 16:00:29

FILES:
ASISTS ACCIDENT REPORTING                 16:01:11          0:00:42
ASISTS CHARACTERIZATION OF INJURY         16:01:12          0:00:01
ASISTS DOL ANATOMICAL LOCATION CODES     16:01:13          0:00:01
ASISTS CRITICAL TRACKING ISSUES          16:01:14          0:00:01
ASISTS PERSONAL PROTECTIVE EQUIPMENT     16:01:15          0:00:01
ASISTS SETTING OF INJURY                 16:01:16          0:00:01
ASISTS PURPOSE FOR USING SHARPS          16:01:16
ASISTS OCCURRENCE OF SHARPS INJURY       16:01:17          0:00:01
ASISTS DEVICE/EQUIPMENT                  16:01:18          0:00:01
ASISTS RESULTS                           16:01:19          0:00:01
ASISTS SAFETY CHARACTERISTICS            16:01:21          0:00:02
ASISTS SITE PARAMETER                   16:01:24          0:00:03
ASISTS DOL DISTRICT OFFICE              16:01:24
ASISTS DEVICE SIZE                      16:01:25          0:00:01
ASISTS NEEDLESTICK BRANDS               16:01:26          0:00:01
ASISTS DOL TYPE OF INJURY CODES         16:01:28          0:00:02
ASISTS DOL SOURCE OF INJURY CODES       16:01:29          0:00:01
ASISTS DOL CAUSE OF INJURY CODES        16:01:31          0:00:02
ASISTS DOL NATURE OF INJURY CODES       16:01:32          0:00:01
ASISTS DOL PROVIDER TITLE               16:01:36          0:00:01
ASISTS OWCP CHARGEBACK CODES            16:01:36
ASISTS UNION INFORMATION                 16:01:39          0:00:03
```

ASISTS Install Print example continued

```

BULLETIN                16:04:05                0:02:26
SECURITY KEY            16:04:06                0:00:01
MAIL GROUP              16:04:08                0:00:02
REMOTE PROCEDURE        16:04:15                0:00:07
OPTION                  16:04:57                0:00:42

INSTALL QUESTION PROMPT                                ANSWER

XPF2261.1#1  Shall I write over your ASISTS BODY PARTS File      YES
XPM187#1  Enter the Coordinator for Mail Group 'OOPS SAFETY'     HOWELL,LYN
N MIDDLENAMEISTHIS
XPM188#1  Enter the Coordinator for Mail Group 'OOPS INJURY'     HOWELL,LYN
N MIDDLENAMEISTHIS
XPM189#1  Enter the Coordinator for Mail Group 'OOPS EH'        HOWELL,LYN
N MIDDLENAMEISTHIS
Enter RETURN to continue or '^' to exit: [H][J][2J][H
XPM190#1  Enter the Coordinator for Mail Group 'OOPS UNION'     HOWELL,LYN
N MIDDLENAMEISTHIS
XPM234#1  Enter the Coordinator for Mail Group 'OOPS NDB MESSAGES' HOWELL,LYN
N MIDDLENAMEISTHIS
XPM272#1  Enter the Coordinator for Mail Group 'OOPS WCP'       HOWELL,LYN
N MIDDLENAMEISTHIS
XPM273#1  Enter the Coordinator for Mail Group 'OOPS WC MESSAGE' HOWELL,LYN
N MIDDLENAMEISTHIS
XPO1  Want KIDS to Rebuild Menu Trees Upon Completion of Install  NO
XPI1  Want KIDS to INHIBIT LOGONS during the install              NO
XPZ1  Want to DISABLE Scheduled Options, Menu Options, and Protocols YES
MESSAGES:

Install Started for OOPS 2.0 :
                Feb 28, 2002@16:00:06

Build Distribution Date: Feb 21, 2002

Installing Routines:
                Feb 28, 2002@16:00:26

Running Pre-Install Routine: ^OOPSXV2

Modifying ASISTS DOL CAUSE OF INJURY CODE Table File (#2263.2)

Table update complete.

Installing Data Dictionaries:
                Feb 28, 2002@16:01:39

Installing Data:
                Feb 28, 2002@16:04:03

Installing PACKAGE COMPONENTS:

Installing BULLETIN

Installing SECURITY KEY

```

ASISTS Install Print example continued

```
Installing MAIL GROUP

Installing REMOTE PROCEDURE

Installing OPTION
      Feb 28, 2002@16:04:57

Updating Routine file...

Updating KIDS files...

OOPS 2.0 Installed.
      Feb 28, 2002@16:05:03
```

### 3.3 ASISTS 2.0 Checksums

Routine name	Before Patch	After Patch	Patch List
-----	-----	-----	-----
OOPSCA	2301151	2310751	
OOPSCA1	15500850	15500850	
OOPSCA2	12275378	12275378	
OOPSCC	12321330	12345236	
OOPSCSN	380273	380273	
OOPSDIS	3554915	3554915	
OOPSDM	2547198	2547198	
OOPSDOL	15614480	15721159	
OOPSDOL1	13466377	13360473	
OOPSDOL2	11995337	12309298	
OOPSDOLX	5676301	5717339	
OOPSDS12	932431	932431	
OOPSEMP1	5698604	5698604	
OOPSEMP2	19244605	19244605	
OOPSEMPB	12343058	12343058	
OOPSESIG	1505770	1505770	
OOPSESP	422796	434193	
OOPSESR	3608495	3608495	
OOPSEUT	448543	448543	
OOPSF167	1505245	1505245	
OOPSGUI0	New	9070286	
OOPSGUI1	New	7386076	
OOPSGUI2	New	7721031	
OOPSGUI3	New	7239317	
OOPSGUI4	New	10554308	
OOPSGUI5	New	8718900	
OOPSGUI6	New	9464099	

OOPSGUI7	New	3239568
OOPSGUI8	New	5822984
OOPSGUI9	New	11558303
OOPSGUIF	New	5830210
OOPSGUIT	New	14519272
OOPSLOG	12819248	12819248
OOPSMBUL	3042701	3094362
OOPSNDB	10569029	10569029
OOPSNDBX	6114982	6085669
OOPSP50	20469378	20469378
OOPSPC10	23139938	23139938
OOPSPC11	9956072	9956072
OOPSPC20	24134848	24134848
OOPSPC21	15501347	15501347
OOPSPC30	32369369	32369369
OOPSPC40	23264208	23264208
OOPSPC41	14796052	14796052
OOPSPC50	20536076	20536076
OOPSPC51	12041348	12041348
OOPSPC60	32841819	32841819
OOPSPC70	12504559	12504559
OOPSPC71	15381737	15381737
OOPSPC80	17073219	17073219
OOPSPC81	15720404	15720404
OOPSPCA	4423009	4423009
OOPSPI2	13682	13682
OOPSPRT	15564255	15564193
OOPSPRT1	6581442	6592295
OOPSPRT2	2026357	2026357
OOPSPUT1	4161692	4161692
OOPSSOF1	2772099	2772099
OOPSSOF2	1160174	1160174
OOPSSUP1	8823897	9290597
OOPSSUP2	21889563	21889563
OOPSSUP3	6096383	6096383
OOPSSUPB	16710763	16710763
OOPSUTL1	7558696	7993041
OOPSUTL2	9875415	10310661
OOPSUTL3	9184013	9184013
OOPSUTL4	11500958	11393323
OOPSUTL5	9903548	9902702
OOPSUTL6	4360724	5085028
OOPSVAl1	11839452	11999948
OOPSWCE	11277164	12998182
OOPSWCE1	16611391	16611391
OOPSWCE2	23782367	23782367
OOPSWCSE	5901255	5901255
OOPSXV2	New	1834226

Total number of routines: 75

-----

## 4 Client Installation

### 4.1 RPC Broker and HOSTS file

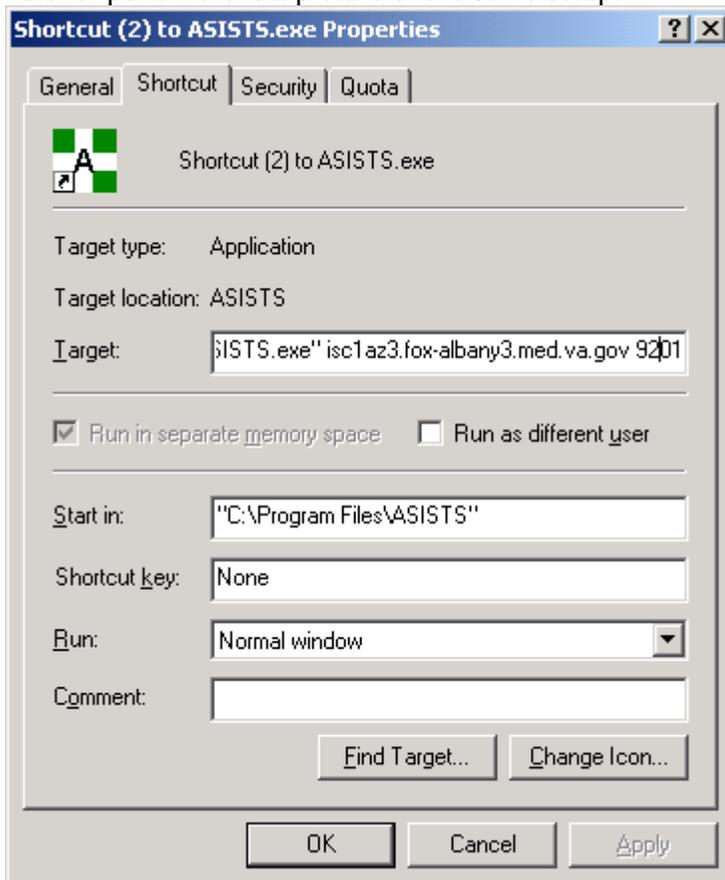
The assumption is made that the user's PC has the required RPC Broker Client Workstation set up. If this is not the case, the user should first install this software. The installation is beyond the scope of this installation guide, but the RPC Broker files and installation instructions can be found on the VA's RPC Broker web page.

<http://vista.med.va.gov/broker/index.html>

There are two ways in which ASISTS can communicate with the Server, one is the use of the hosts file and serverlist utility which are explained in detail below. The other option is to add two command line parameters to the shortcut used to execute ASISTS 2.0. The first parameter is the DNS entry/definition for the host system; the second parameter is the RPC listener port.

```
"C:\Program Files ASISTS\ASISTS.exe" isc1az3.fox-albany3.med.va.gov 9201
```

Notice the parameters are outside of the final quote (“), and separated by a single space, isc1az3.fox-albany3.med.va.gov is the DNS entry for the host (fictitious) and 9201 is the RPC listener port. Here is a picture of the same setup.



Following are the directions to use the traditional method of a HOSTS file and serverlist utility.

### HOSTS file

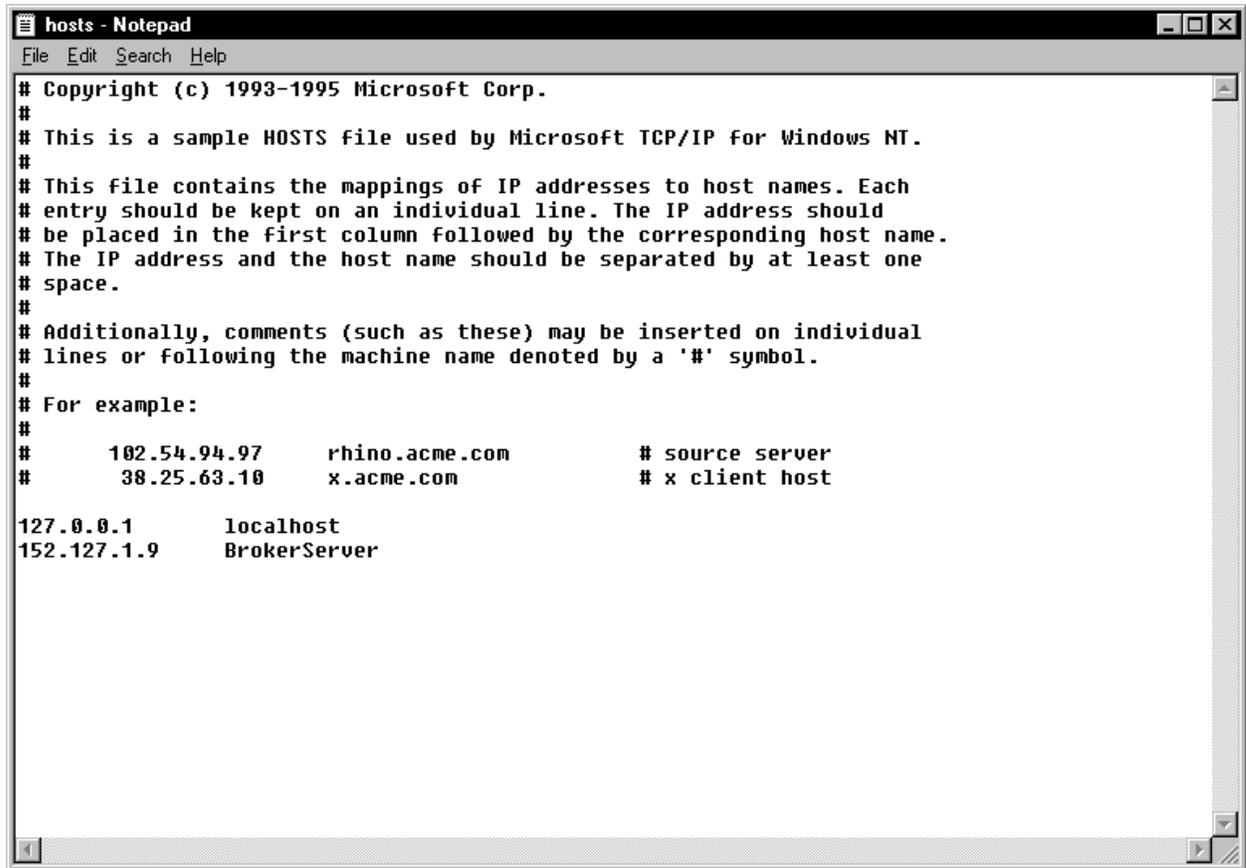
A link must be established between the client and the server via the PC's Hosts file and the PC's Windows Registry. The Hosts file (no extension) is in the following:

C:\Windows - for Windows 95 or 98  
C:\WinNt\System32\Drivers\Etc - for Windows NT 4

If the Hosts file does not exist, it must be created. (There may be a hosts.sam sample file already in place.) Note that if you create the file with notepad, notepad automatically adds a .txt extension. To remove the extension, use Explorer to rename it, leaving off the .txt.

If the Hosts file already exists, do not delete anything. Follow these instructions for updating the Hosts file:

1. If the user needs to access only one ASISTS GUI Server, and the ServerPort is 9200, then add a line to the Hosts file, as shown in the example below, using the IP address provided by the server administrator. (There must be at least one space between the address and the name. There can be no spaces in the name itself.)



```
hosts - Notepad
File Edit Search Help
# Copyright (c) 1993-1995 Microsoft Corp.
#
# This is a sample HOSTS file used by Microsoft TCP/IP for Windows NT.
#
# This file contains the mappings of IP addresses to host names. Each
# entry should be kept on an individual line. The IP address should
# be placed in the first column followed by the corresponding host name.
# The IP address and the host name should be separated by at least one
# space.
#
# Additionally, comments (such as these) may be inserted on individual
# lines or following the machine name denoted by a '#' symbol.
#
# For example:
#
#       102.54.94.97       rhino.acme.com           # source server
#       38.25.63.10      x.acme.com              # x client host

127.0.0.1       localhost
152.127.1.9     BrokerServer
```

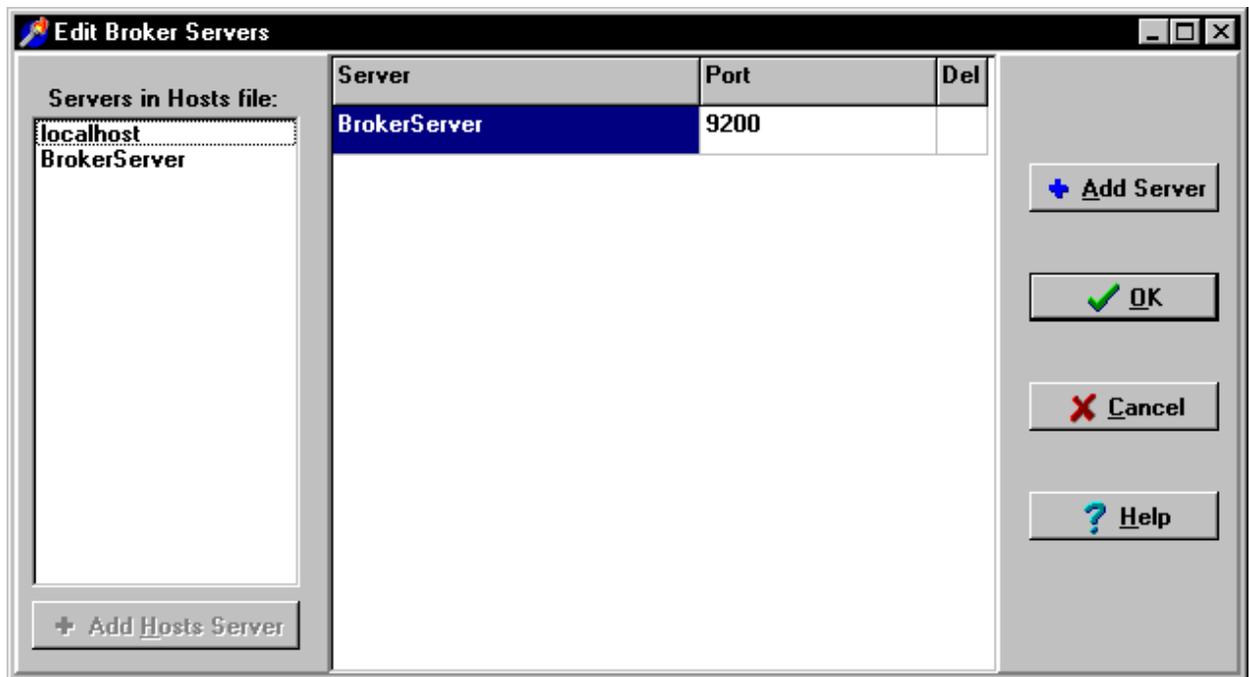
2. If the user needs to access only **one** ASISTS GUI Server and the ServerPort is **not** 9200, then add one line to the Hosts file as shown in scenario 1 above, and run the ServerList utility described in scenario 3 below.

3. If the user needs to access multiple ASISTS GUI Servers and/or the ServerPort is NOT 9200, add the ASISTS GUI Server names to the Hosts file:

152.111.222.333 BrokerServer1 (The names can be anything you like)

152.111.222.444 BrokerServer2

Then run the ServerList Utility, installed via the Installation of the ASISTS GUI install package. The left window of the ServerList utility shows those servers that have been set up as Host Servers in the HOSTS file. The right window shows those servers that have been set up as BrokerServers. To enable a BrokerServer, double-click on the name in the left window to move it to the right window, and then enter the corresponding ServerPort number (Note: the order of the names in the right list is the order they will be displayed in the drop-down box when starting ASISTS GUI. If only one server is listed on the right, then you won't see the drop down box – it will automatically select that server as the default). A left-click in the 'Del' column marks and un-marks servers for deletion. See the following ServerList screen print for an example.

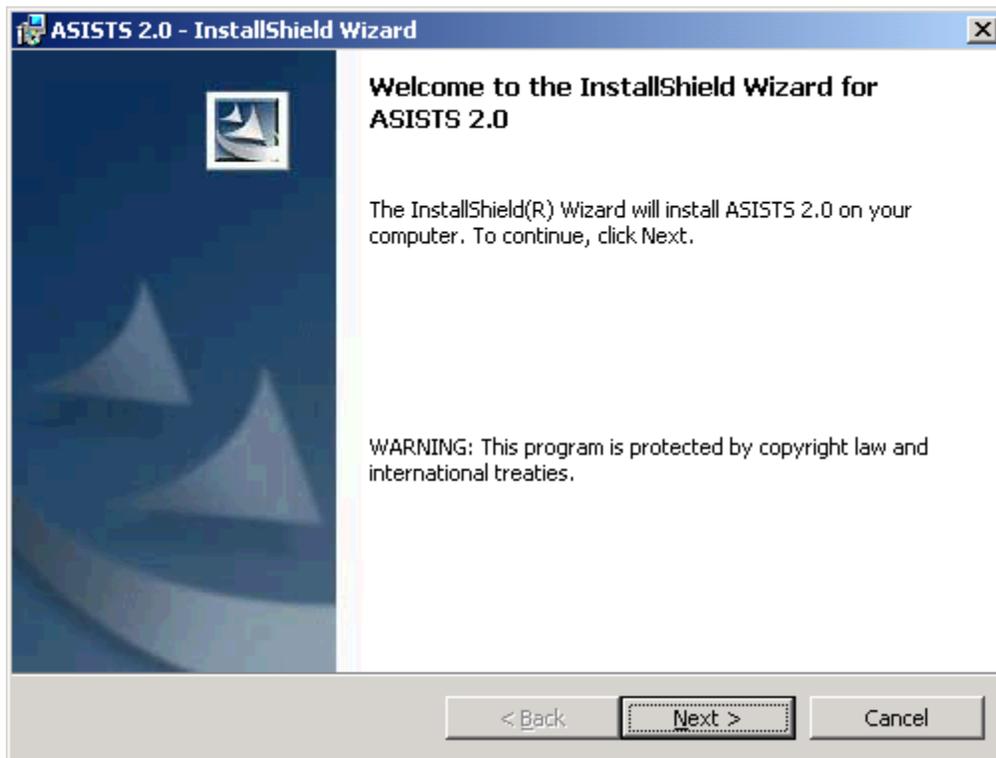


## 4.2 ASISTS GUI Client Installation

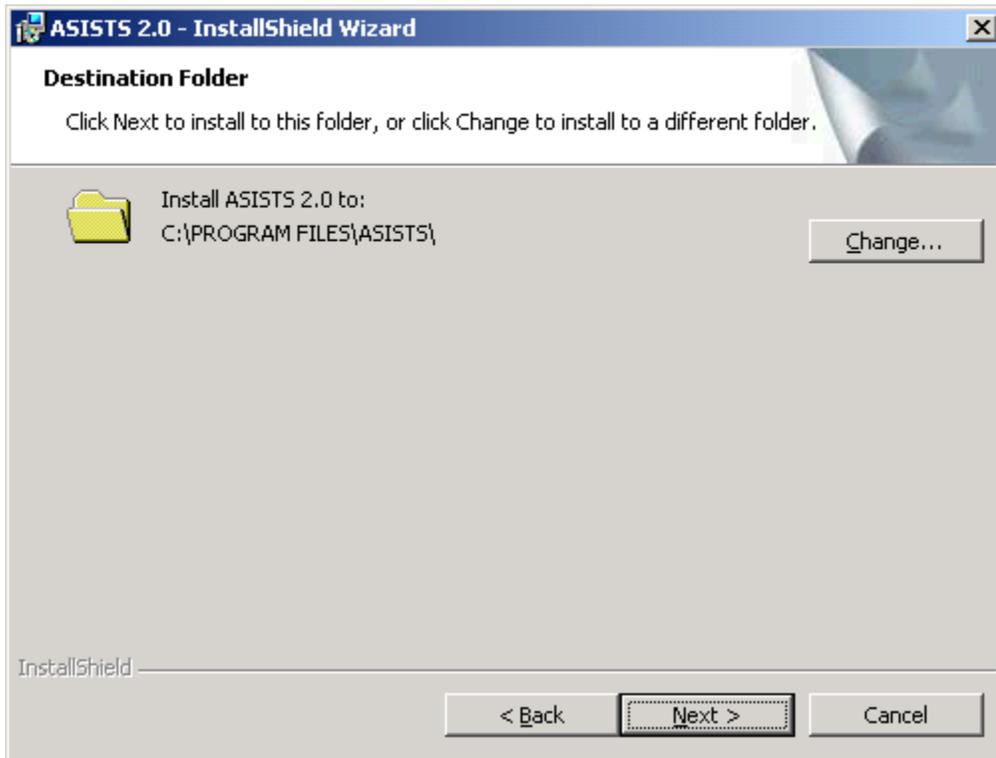
The ASISTS GUI.exe software can be installed on each PC, or placed on a shared drive. Do not place the executable directly on the desktop. There is a note in the instructions section below if you wish to install the software on a shared drive.

Follow these instructions to install ASISTS GUI on the client machine.

- Double Click on ASISTS\_02.EXE. This will launch the InstallShield Wizard.

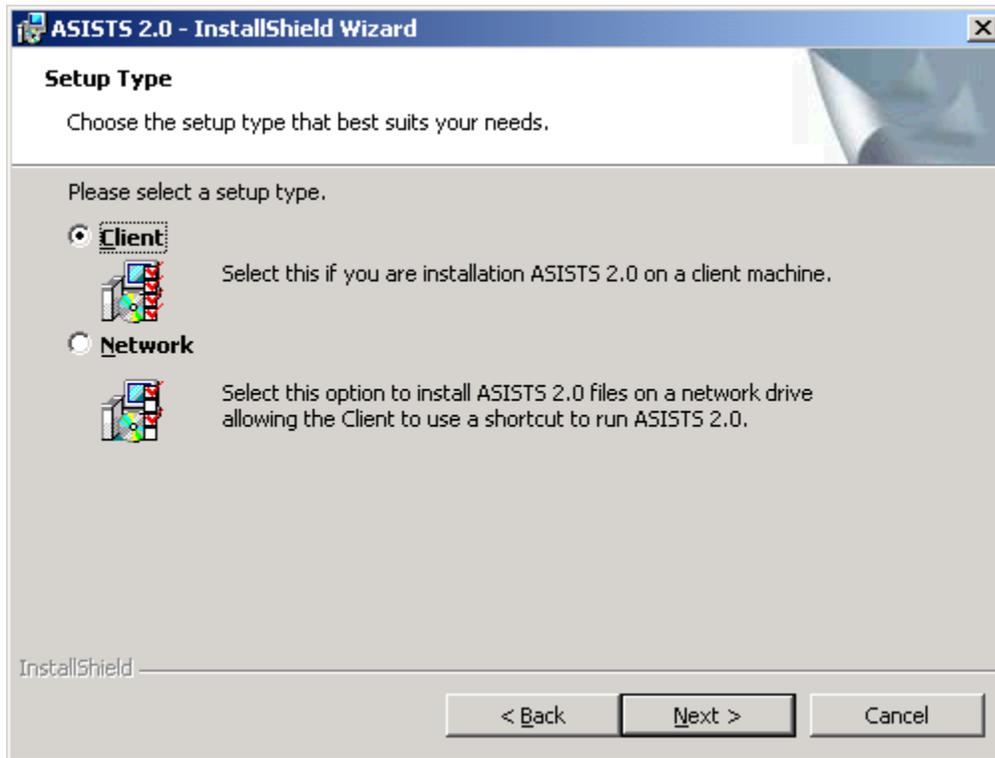


- When the “Welcome” screen is displayed, click "Next".

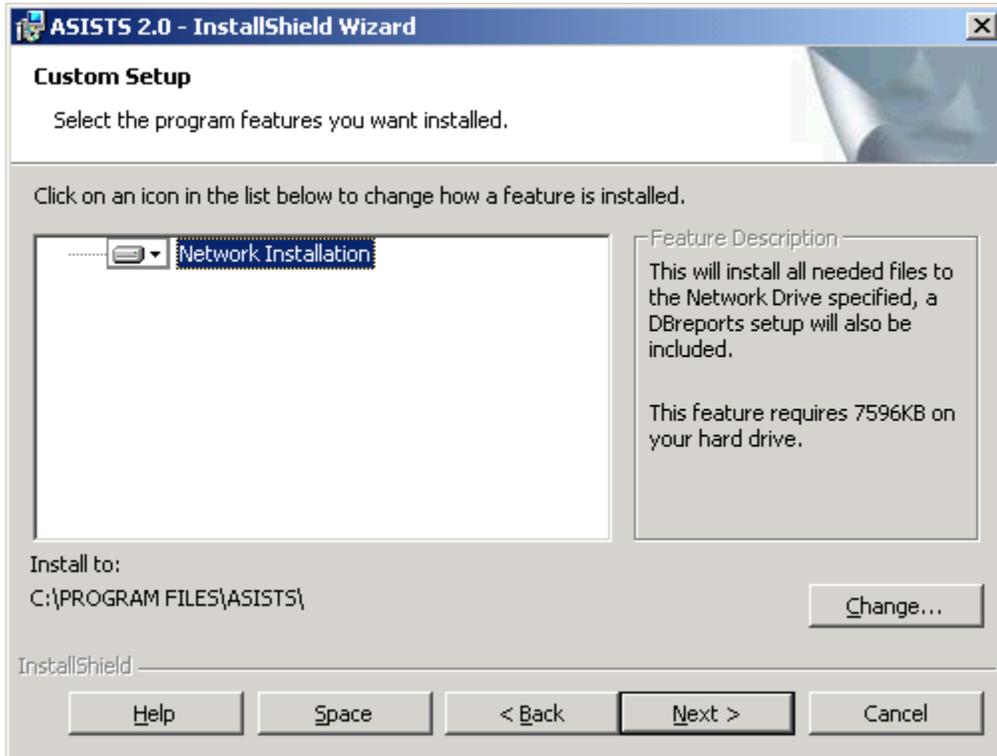


- On the “Choose Destination Location” Click Next, unless you wish to change the folder to which ASISTS will install to. It’s recommended to use the default/displayed folder.

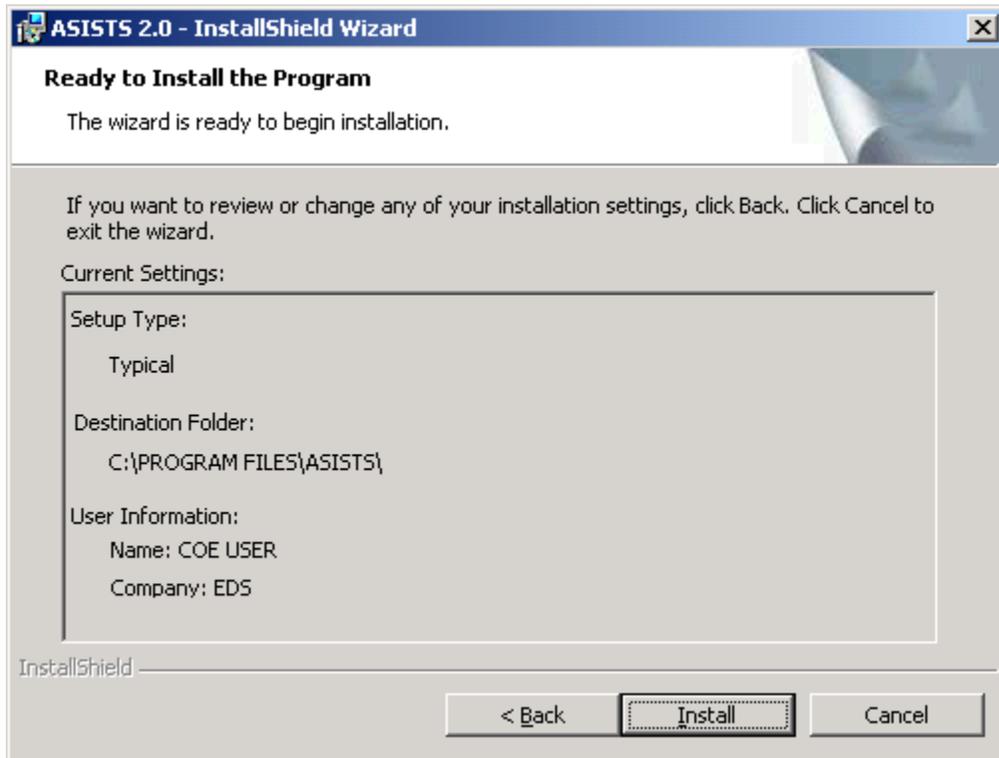
The next screen displayed is the Setup Type Screen. From this screen you will need to select what type of installation to perform. Select Client to install ASISTS directly on a client machine, select Network to install ASISTS on a shared/network drive. This option will download an additional setup file (ReportsDBSetup.exe) which will need to be run by each Client workstation for access to reports.



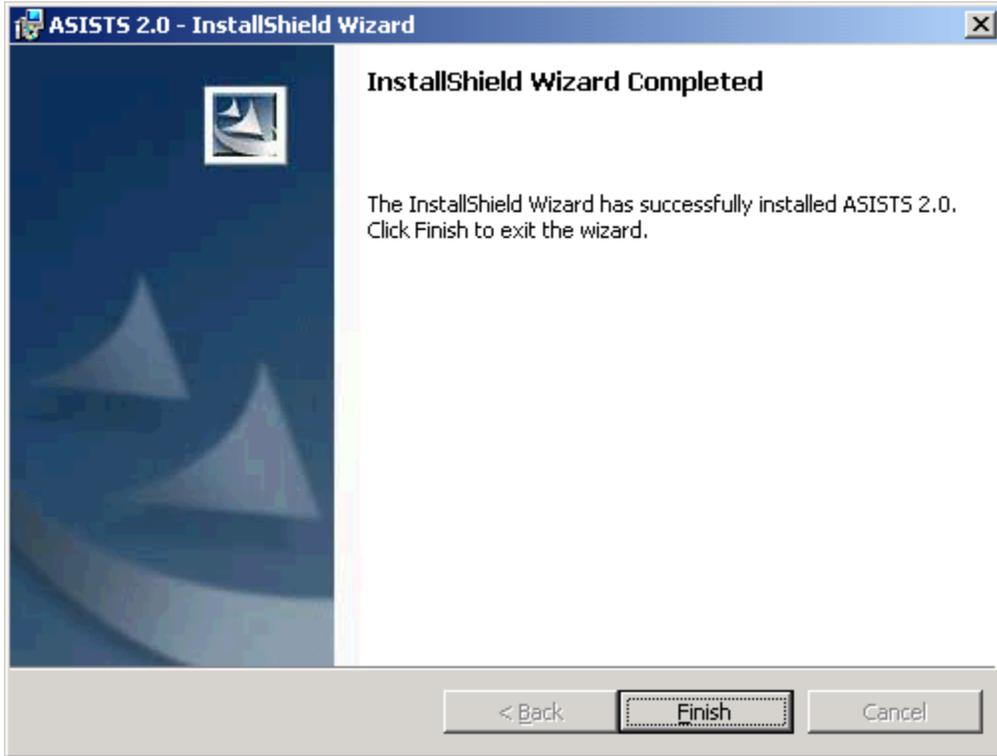
If Network Option is selected, then the following screen will appear, otherwise skip to the “Ready to Install” screen directions on the next page. From the Custom Setup screen click the Next button to proceed to the “Ready to Install” screen. No settings need to be modified on this screen.



- On the "Ready to Install" Screen, Click "Install".



- The ASISTS GUI will be installed, and the “InstallShield Wizard Completed” screen will be displayed. Click "Finish" and the ASISTS GUI installation is now complete.



Please note: It is **not** necessary to re-boot your machine after the installation.

#### 4.2.1 Instructions

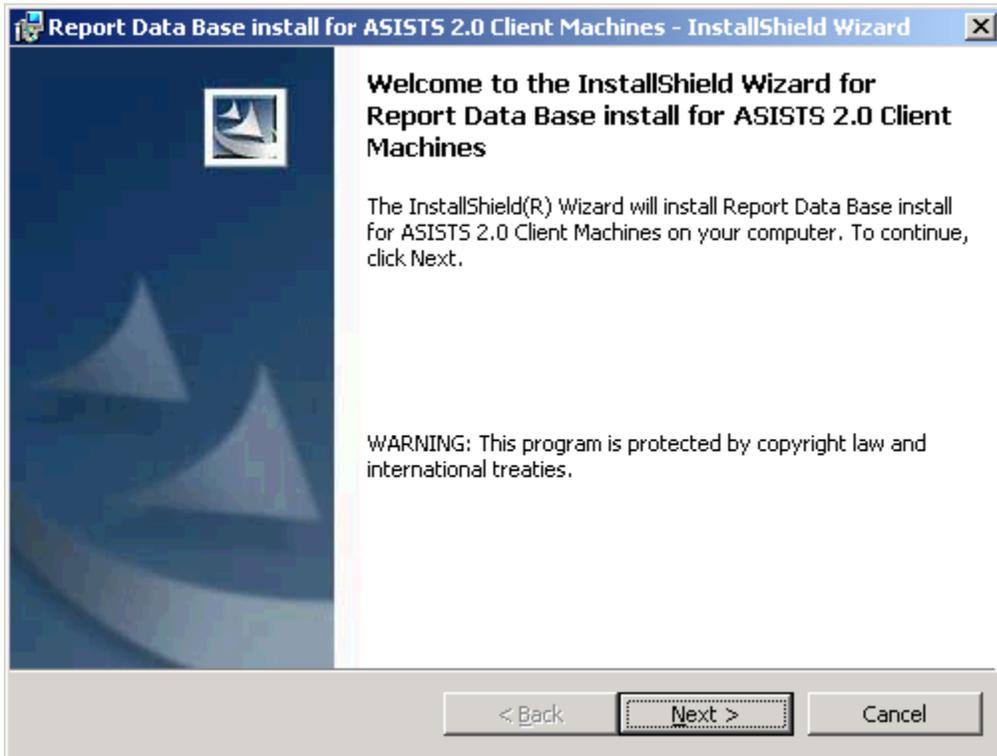
This installation installs the GUI executable on the user’s workstation at location: C:\Program Files\ASISTS\ASISTS.exe (unless another directory was specified on the “Choose Designation Location” screen). Using Explorer, go to the directory location of the ASISTS.exe (on the user’s workstation), create a Shortcut, and paste or copy it to the user’s Desktop for convenient access to the application.

If a Network was specified in the “Setup Type” screen, then a shortcut to the executable on the shared drive (specified in the “Destination Folder” screen) can be created on the user’s desktop. It is very important to remember that even if the executable is installed on a shared drive, the installation of the RPC Client software and Hosts file (Section 4.1) still must be installed on each user’s workstation for ASISTS GUI to work. Also, in order for certain ASISTS 2.0 reports to run on a client machine, a Data Base Engine Driver must be installed.

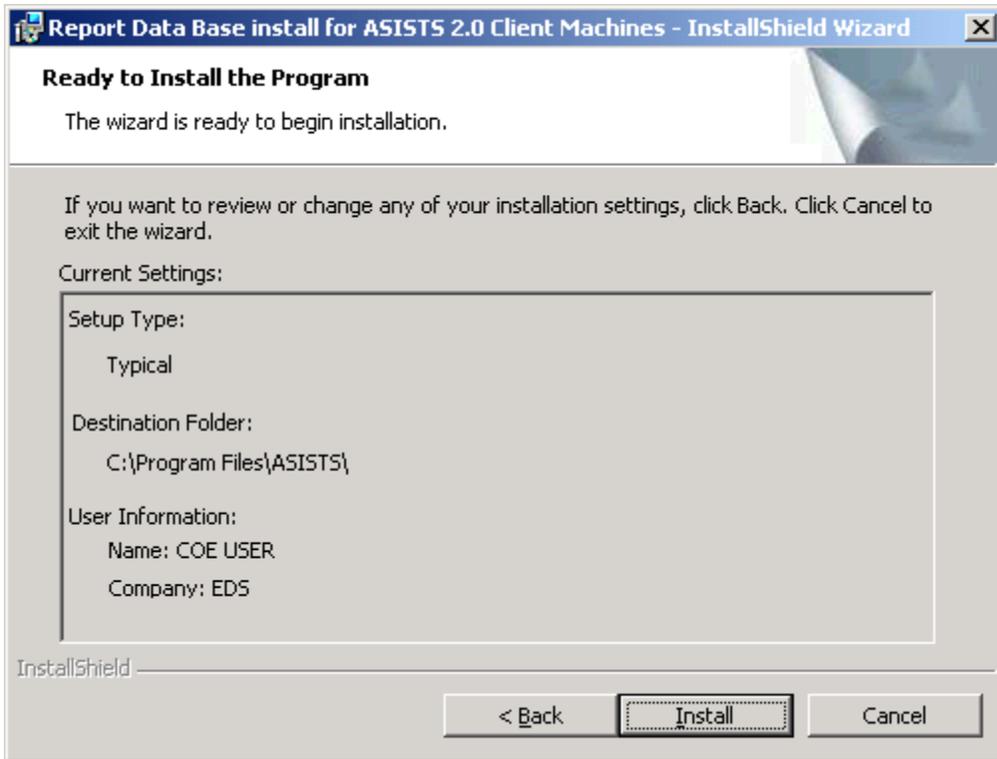
The only personnel that would need this Driver would be the Employee Health, Safety, Union, and Workers’ Compensation personnel, since their menus have the affected reports.

This can be accomplished by having each user's workstation run the executable **ReportsDBSetup.exe**, which was created in the Destination Folder. When this executable is run, the following screen should appear.

Click the "Next" button to proceed with the Reports Data Base installation.

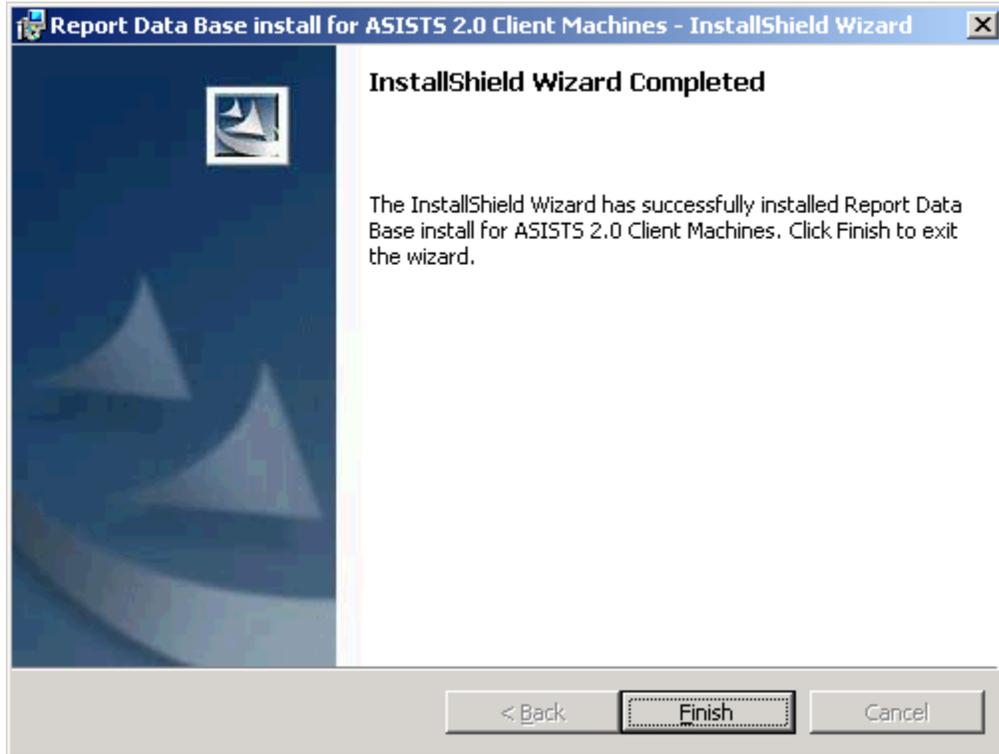


The setup will proceed to the following screen:



Click Install to complete the Reports Data Base installation setup.

Finally the following screen will indicate completion of the Reports Data Base Setup.



Click Finish to complete the setup, a Reboot of the system is not required once complete.

**\*\* NOTE** If an installation error occurs on machines running Windows NT (such that diagnostic software like Dr. Watson launches) it might be necessary to temporarily disable virus protection software such as McAfee during installation.

If any prior versions of the applications exist on in the user's directory location referenced above, these must be deleted.