

APPENDIX B: INSTALLATION AND SETUP

	<u>Page</u>
A. Overview	B:1
How do I install and setup ANCS+ ?	B:1
How long will it take to upgrade my ANCS+ 6.3 records?.....	B:1
Do I need special security rights to install ANCS+ ?	B:2
Which steps should I complete before I begin to install the ANCS+ software?	B:2
Installation Basics	B:2
Upgrade Basics.....	B:3
How do I get a quick overview of ANCS+ ?.....	B:3
What do I do if I'm unsure that my system meets the requirements?	B:3
B. Installing ANCS+ 8.0	B:4
How do I install ANCS+ 8.0 ?	B:4
Which sections do I complete for installing on a standalone computer?.....	B:5
Which sections do I complete for installing on a network?	B:5
What is the difference between Option 1 and Option 2 for installing ANCS+ 8.0 ?	B:5
Which installation option should I use?	B:5
C. Installing Rediscovery Version 8.0 Prerequisites	B:6
How do I install the prerequisites for ANCS+ 8.0 ?	B:6
D. Installing Rediscovery Version 8.0, Option 1 – SQL Server Express	B:9
What is the Option 1 installation for Rediscovery Version 8.0?.....	B:9
How do I install Rediscovery Version 8.0, Option 1 – SQL Server Express?.....	B:9
What File Permissions must be established on the program folder?	B:12
How do I set up file permissions?	B:13
E. Installing Rediscovery Version 8.0, Option 2 – SQL Server 2005 Standard Edition Components Installation	B:14
What is the Option 2 installation for Rediscovery Version 8.0?.....	B:14
What do I need to do to configure my SQL Server 2005 Standard Edition before installing ANCS+ ?	B:14
How do I install Rediscovery Version 8.0, Option 2 – SQL Server 2005 Standard Edition Components?	B:16
What File Permissions must be established on the program folder?	B:20
How do I set up file permissions?	B:21
Can I run ANCS+ 8.0 on the server when Option 2 is installed?	B:21
F. Network Configuration for Network Installations	B:22
What network configurations must be done to access the program across a network?	B:22
How do I enable remote connections to the SQL Server?	B:22
How do I enable the SQL Browser Service?	B:24
How do I enable communications through the Windows firewall?	B:24
G. Installing Workstations for Network Installations	B:30
When do I need to install workstations?	B:30
How do I install workstations?	B:30
What file permissions are required on the workstation installation?.....	B:33
H. Starting and Using ANCS+	B:34
How do I start the system?	B:34
How do I login to the system for the first time?.....	B:34

I. Running the ANCS+ 8.0 Upgrade	B:34
How do I get my catalog records from ANCS+ 6.3.1 into ANCS+ 8.0 ?	B:34
What should I do before I start the upgrade?	B:35
How do I start the program to begin the upgrade?	B:35
What is the initial login for the system?	B:35
How do I run the upgrade?	B:35
Common Upgrade Warnings and Errors	B:40
J. Uninstalling ANCS+	B:42
How do I uninstall ANCS+ ?	B:42
How do I know which installation I have?	B:42
How do I uninstall the SQL Server Express installation of ANCS+ ?	B:42
How do I uninstall the SQL Server 2005 Standard Edition Component installation of ANCS+ ?	B:45
How do I uninstall the Workstation installation for ANCS+ ?	B:47

APPENDIX B: INSTALLATION AND SETUP

A. Overview

1. *How do I install and setup ANCS+?*

There are several steps in the initial installation and setup of ANCS+. Look over the list of tasks below to get an idea of what you'll be doing. This appendix contains step-by-step directions for completing each of the tasks.

Complete the tasks in order. Your ANCS+ program will then be ready for use as a complete museum collection management system. To install and setup ANCS+:

- Gain a general understanding of ANCS+.
- Assemble the items you'll need to complete the installation and setup.
- Install the program on your computer or server.
- Configure network connections if installing on a server.
- Configure file permissions on your computer or server.
- Upgrade ANCS+ 6.3 records to 8.0.
- Install workstations on local machines for network installations.

If this installation will not be converting existing 6.3 data, you will also need to:

- Create new directories for entering collections data. (See Section III of Chapter 9 for creating new directories.)
- Add users to your system and establish their security rights. (See Section V of Chapter 9 for adding users.)
- Create a NPS Unit record in the Names and Addresses associated module. (Refer to Section XII of Chapter 4.)

You may call Re:discovery Software, Inc. for help at anytime before or during the installation process. Their main telephone number is 434-975-3256. Their main fax number is 434-975-3935. Refer to Appendix K: Support for more information about support.

2. *How long will it take to upgrade my ANCS+ 6.3 records?*

After installing the program, the upgrade process will start when you login to the program for the first time. The time it takes to convert the records is hard to estimate because it varies so much. Allow 4-6 hours to complete this upgrade. The process may require more or less time, depending on the speed of your computer and the number and size of your databases.

If your current version 6.3 lives on a server, it is best to run the upgrade on the server so that it does not have to run across a network connection.

Note: It's best if you can complete the upgrade in one session. Allow yourself plenty of time, especially if you have a large collection.

3. *Do I need special security rights to install ANCS+?* Yes. You must have administrator rights on your computer or server to install new programs. If you do not have administrator rights, contact your IT staff member for assistance.
4. *Which steps should I complete before I begin to install the ANCS+ software?* Before beginning to install, prepare your current ANCS+ system for upgrade:
- Confirm you are currently using ANCS+ 6.3.1, by checking the version number on the Main Menu. If your version is not 6.3.1, contact Re:discovery for assistance. We will help you apply the version 6.3.1 update, from the Just in Case folder on the ANCS+ 8.0 CD.
 - In your current ANCS+ 6.3.1 system, delete any unused or un-needed temporary data directories (CR TEMP, for example). Also delete any old or un-needed Tag Files and templates for Quick Report, Quick Entry, and Import/Export Selected Fields. Removing these un-needed files will speed the upgrade. **DO NOT** delete any directories or files that you will continue to use. **DO NOT delete your main catalog data files! Your park catalog data are NOT included on the ANCS+ 8.0 upgrade CD.**
 - Your ANCS+ 6.3.1 system must be accessible (either on a local drive or across a network) in order to complete the upgrade to ANCS+ 8.0. Likewise any digital image files or multimedia files attached to ANCS+ catalog records must also be accessible via a valid path.
5. *Installation Basics*
- Your computer must meet the minimum hardware requirements defined in Appendix A. It needs enough free disk space to install the new version and perform the upgrade. The upgrade process will create large temporary files which will deflate when the upgrade ends. *As a rule of thumb, you will need about 65 MB for each 1,000 catalog records during the upgrade, but only about 25 MB per 1,000 records after the upgrade.* Add additional space for storing images. *A park with 50,000 catalog records will need at least 5 GB free before starting the upgrade.*
 - Most installations of ANCS+ 8.0 will use Microsoft SQL Server 2005 Express Edition as the database engine, provided on the ANCS+ 8.0 CD. Large network installations will use SQL Server 2005 Standard Edition, available via a service-wide license to NPS units. If you will be using the SQL Server 2005 Standard Edition, you must install it first before installing ANCS+ 8.0. Installation of the ANCS+ 8.0 program takes about 30 minutes. Follow the instructions in Section B below.

Note: Network installations using the SQL Server 2005 Standard Edition must also install a Re:discovery workstation before starting the Upgrade process.

ANCS+ 8.0 is a completely separate program from ANCS+ 6.3.1. The installation of Version 8.0 does not install in the same place as or overwrite ANCS+ 6.3.1. After you have installed version 8.0, you will then upgrade your data from 6.3.1 to version 8.0.

6. Upgrade Basics

You will need to know the location of your current **ANCS+ 6.3.1** system. This is a folder called “VREDISCOV” which will include at least 25 subfolders, some named with your park acronym.

All users must exit **ANCS+** while the Upgrade is in progress. All other programs on the computer should be closed and the screen-saver should be turned off, to maximize processor availability for the upgrade.

The Upgrade process will:

- Copy your data and other user-created data (tag files, reports, authority tables, user security profiles, etc.) from the old system to the new system.
- Copy **ANCS+** image files from their current location to a designated location in the new program.
- Convert PCX format image files to JPG format. PCX format is no longer supported. This affects only those images that are attached to catalog records in **ANCS+**.

The Upgrade will not:

- Copy user-created external files, such as Quick Report output files and Export text files. These files will remain within the old **ANCS+ 6.3.1** system’s Vrediscov folder. If you want to maintain access to these old files, copy them to your My Documents folder. Saved Filters, Keywords, and Macros will also not be copied; they are incompatible with the new version of **ANCS+**.

Do not stop the upgrade while it is running. Some data files are large and take time to process. The upgrade may appear to have stopped, but actual failure is unlikely. If for any reason the upgrade stops or is cancelled, please contact Re:discovery Software for assistance as soon as possible.

You will start the upgrade after installing **ANCS+ 8.0**. For SQL Server Express Edition installations, the upgrade will begin the first time you start **ANCS+ 8.0**. On network systems using SQL Server 2005 Standard Edition, install an **ANCS+ 8.0** workstation, and start it to begin the upgrade.

To start the upgrade, start **ANCS+ 8.0** from the new desktop icon or from the Windows Start, All Programs menu. Follow the instructions in Section E below.

7. *How do I get a quick overview of ANCS+?*

Read the introduction to this manual. It will provide you with a general understanding of **ANCS+ 8.0** and may answer some of your preliminary questions.

8. *What do I do if I'm unsure that my system meets the requirements?*

Make a list of all your system’s components and configuration, as listed in Appendix A. You may need to ask the person who provides computer support at your park to help you. Call Re:discovery Software, Inc. and tell them why you think your system might not meet the requirements. Have the list you made handy so you can answer the technical representative’s questions regarding your system. The technical representative can tell you if you can load the program on your current system.

B. Installing ANCS+ 8.0

These instructions are for an initial installation of ANCS+ 8.0 only. Do not use these instructions if you are currently using ANCS+ 8.0. Contact Re:discovery Software, Inc. if you are moving the program to a new computer.

Note: You must have administrator rights on your computer to install new software. If your login account does not have rights to install new software, please contact your IT staff member for assistance.

Please make sure that you read the System Requirements before installing the software and that the system complies with the minimum requirements.

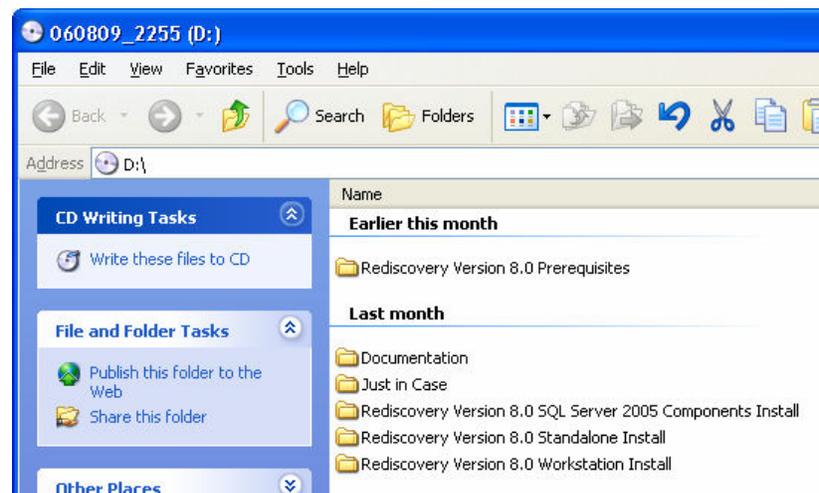
1. How do I install ANCS+ 8.0?

Installing ANCS+ 8.0 is a multi-step process depending on your setup choice. You will install the following programs from the installation CD:

- Installing Rediscovery Version 8.0 Prerequisites (required for all installations) (Section C)
- Installing Rediscovery Version 8.0 (choose from the following options)
 - Option 1: Rediscovery Version 8.0 SQL Server Express Installation (Section D)
 - Option 2: Rediscovery Version 8.0 SQL Server 2005 Standard Edition Components Installation (Section E)
- Network Configuration for Network Installations (for Option 1 or Option 2) (Section F)
- Rediscovery Version 8.0 Workstation Setup for Network Installations (Section G)

To begin:

Insert the Installation CD into your CD drive. Then using Windows Explorer or My Computer, start with the installation instructions for the Rediscovery Version 8.0 Prerequisites (Section B.4).



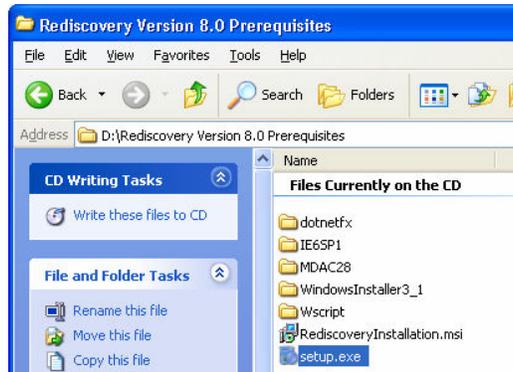
2. *Which sections do I complete for installing on a standalone computer?*
- To install on a standalone computer using the SQL Server Express, complete these sections below:
- C. Installing Rediscovery Version 8.0 Prerequisites
 - D. Installing Rediscovery Version 8.0, Option 1 – SQL Server Express Installation
3. *Which sections do I complete for installing on a network?*
- To install on a network system, complete these sections below:
- C. Installing Rediscovery Version 8.0 Prerequisites
 - D. Installing Rediscovery Version 8.0, Option 1 – SQL Server Express Installation
- OR**
- E. Installing Rediscovery Version 8.0, Option 2 – SQL Server 2005 Standard Edition Components Installation
 - F. Network Configuration for Network Installations (required for both Option 1 or Option 2 – Sections D or E)
 - G. Rediscovery Version 8.0 Workstation Setup for Network Installations (required for both Option 1 or Option 2 – Sections D or E)
4. *What is the difference between Option 1 and Option 2 for installing ANCS+ 8.0?*
- Option 1:** Use this option if you will be installing the program on a standalone machine or small network (2-5 concurrent users) and do not have SQL Server 2005 Standard Edition installed. This option includes the installation for SQL Server 2005 Express Edition.
- Option 2:** Use this option to install the Rediscovery components to your already installed SQL Server 2005 Standard Edition instance for a large network setup (6+ concurrent users). If you use this option, you also **must** install the Workstation component in Section G for the client portion on the workstations.
- Note:** If you do not have SQL Server 2005 Standard Edition already installed, the NPS has a service-wide license for SQL Server 2005 Standard Edition that you can install separately and prior to the installation of **ANCS+ 8.0**. SQL Server 2005 Standard Edition is available from the Regional IT Specialist. The download site requires a password for use.
5. *Which installation option should I use?*
- If you do not have any staff members or computer support staff who are familiar with SQL Server 2005 Standard Edition and you will have less than 5 concurrent users of the program, install Option 1 – the SQL Server 2005 Express Edition. This requires the least amount of setup.
- If, however, you already have SQL Server 2005 Standard Edition or higher installed and/or you have computer support staff who can use and configure SQL server, install Option 2 – SQL Server 2005 Standard Edition Components Installation. This installation is recommended for units who have large networks or 6+ concurrent users of the program.

C. Installing Rediscovery Version 8.0 Prerequisites

1. How do I install the prerequisites for ANCS+ 8.0?

The Rediscovery Version 8.0 Prerequisites are required for all installations (standalone, server and workstation). Follow these steps to install the prerequisites:

- On the installation CD, open the **Rediscovery Version 8.0 Prerequisites** folder.

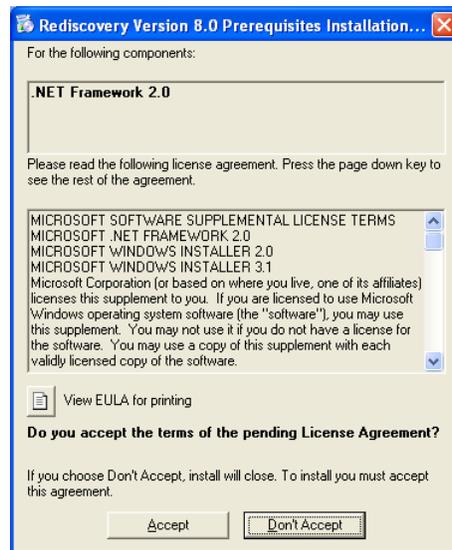


- Double click the **setup.exe** (or setup) file to start the installation for the prerequisites. Files will be extracted to your system.

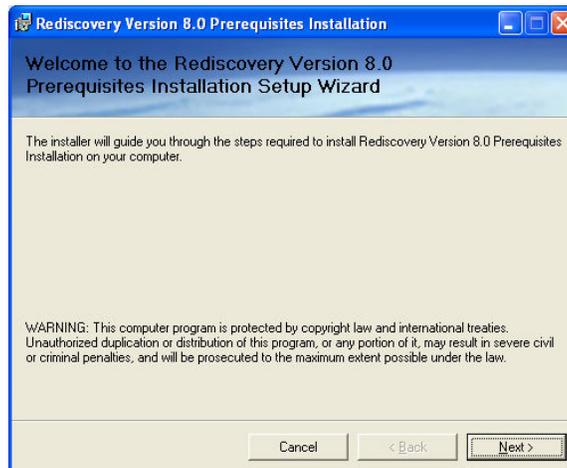
Note: If your system does not have the current versions of Internet Explorer, MDAC, Windows Installer or Windows Script, you will have to install these separately. These are available in the Prerequisites folder in the IE6SP1, MDAC28, WindowsInstaller3_1 and Wscript subfolders, respectively. The installation will indicate if you need to install one of these before you can continue. Open the necessary folder and run the application file inside it to install these components. You may need to reboot your computer after installing these. Then proceed with the following instructions to install the prerequisites for Rediscovery Version 8.0

- Follow the on-screen instructions.

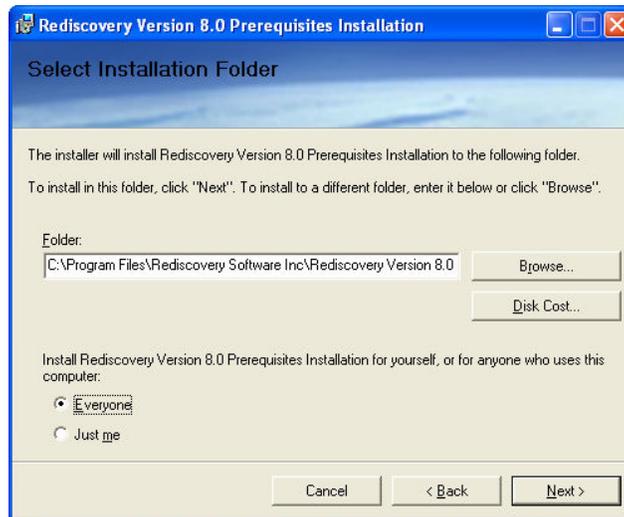
Note: One of the prerequisites being installed is Microsoft .Net framework 2.0. If Microsoft .Net Framework 2.0 is not installed on your machine already, the following license agreement will appear for you to install the .Net Framework. If it is installed already, you will begin with the Prerequisites Installation screen instead (see below).



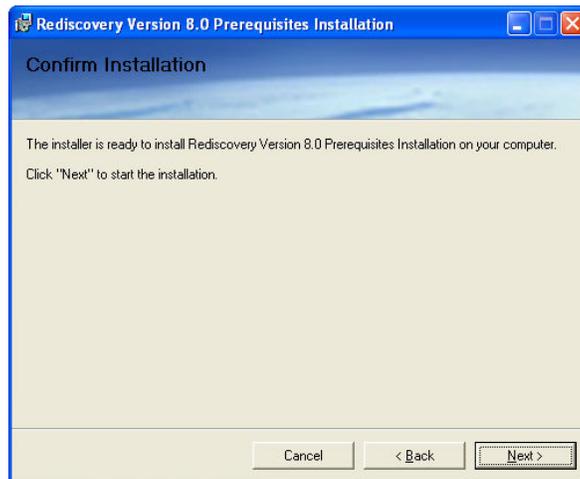
- Click Accept on the license agreement to install the .NET Framework 2.0. The .Net Framework will install.



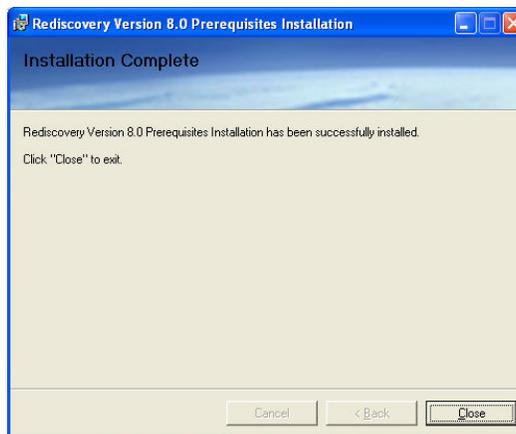
- Click Next to install the prerequisites.



- Accept the default folder location, select Everyone at the bottom left, and then click Next.



- Click Next to confirm and start the installation of the prerequisites. You will see a progress window while the installation is working.



- When the installation is complete, click Close.

D. Installing Rediscovery Version 8.0, Option 1 – SQL Server Express

1. What is the Option 1 installation for Rediscovery Version 8.0?

Use Option 1 to install the program on a single computer or small network (2-5 concurrent users) and if you do not have SQL Server 2005 Standard Edition installed. This will install ANCS+ 8.0 along with SQL Server 2005 Express Edition.

Note: For large network installations (6+ concurrent users), we recommend that you use Option 2 and SQL Server 2005 Standard Edition instead.

2. How do I install Rediscovery Version 8.0, Option 1 – SQL Server Express?

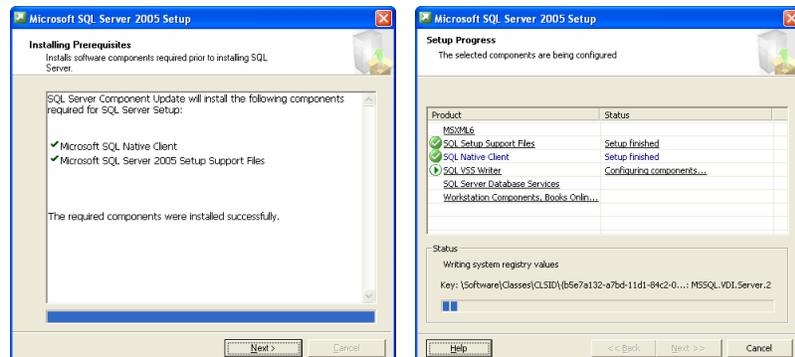
To install Option 1 – the SQL Server Express installation, follow these steps:

- First, make sure that you have installed the prerequisites in section C above.
- On the installation CD, open the **Rediscovery Version 8.0 Standalone Install** folder.



- Double click the **setup.exe** (or setup) file to start the installation. Files will be extracted to your system.
- SQL Server 2005 Express Edition will install first. You will see several screens during this installation. Each will complete and continue automatically.

SQL Server Express Installation



Please be patient while the SQL Server 2005 components are installed. This may take several minutes to complete.

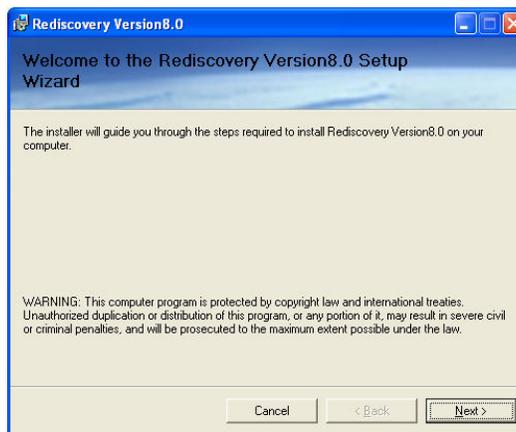
Note: If you are installing Re:discovery Version 8.0 on a computer that has other SQL servers, applications, or tools, you may get the following message during the Microsoft SQL Server 2005 Setup portion of the installation.



Just click OK and the installation will continue. It will not affect the installation or operation of Re:discovery Version 8.0.

Rediscovery Version 8.0 Installation

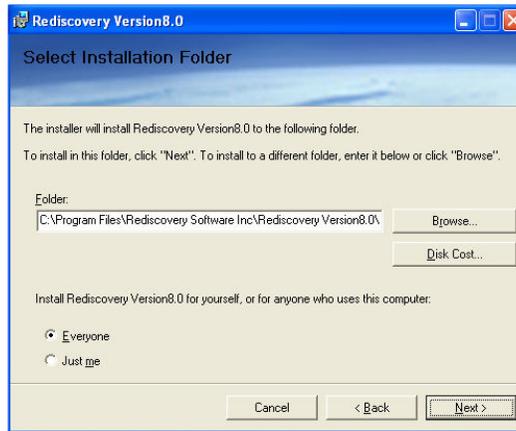
- The Rediscovery Version 8.0 setup will start automatically after the SQL Server 2005 Express installation finishes.



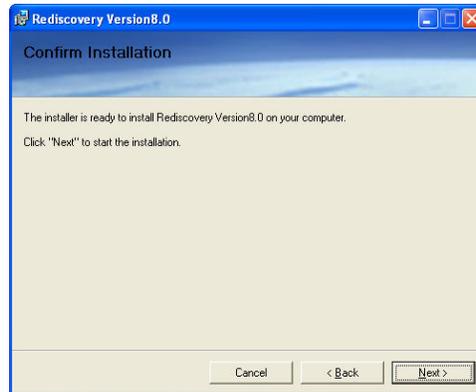
- Click Next to continue.



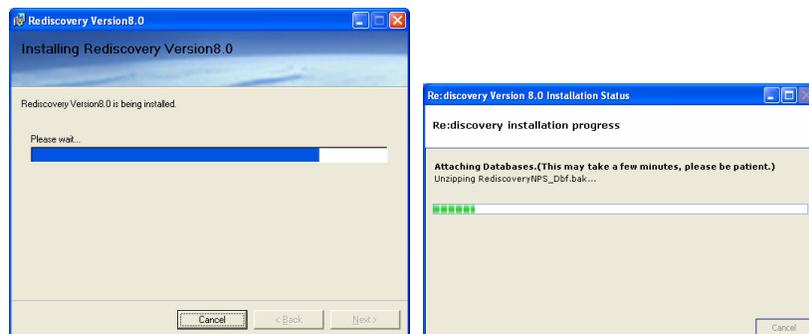
- Review the End-User License Agreement. Select "I Agree" and click Next.



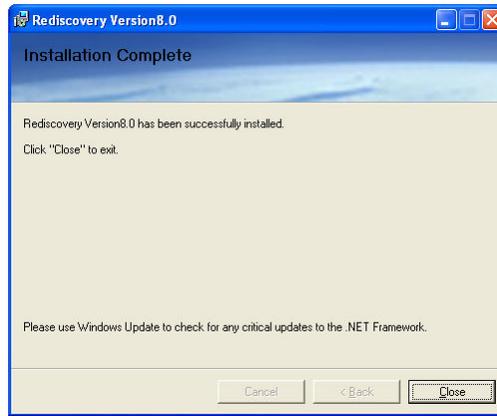
- Rediscovery Version 8.0 will install to the C:\Program Files\Rediscovery Software Inc\Rediscovery Version 8.0\ folder. Select “Everyone” on the bottom left and click Next.



- Click Next to start the installation. You will see several installation screens showing the installation progress.



- Please be patient while the program installs. This process can take 3-10 minutes depending on the speed of your computer and may appear to stop. Please be patient and it will complete.



- When the installation is complete, click Close.
- Re:discovery Version 8.0 is now fully installed. You should have a new icon on the desktop, and the Start, All Programs menu should include new items for:

Microsoft SQL Server 2005
 Re:discovery Version 8.0
 UltiDev → Cassini Web Server

3. *What File Permissions must be established on the program folder?*

You must now set File Permissions through Windows Explorer. The three basic Re:discovery user profiles that will need certain permissions established to run the program are:

- Public Search – users with only Public Search or Researcher rights for read-only access to the data.
- Data Entry – general users with Data Entry rights, without access to the administrative functions within Re:discovery.
- Administrator – power users with full access to all functions including creating new directories and backup functions.

The following chart lists the folder and subfolders with the permissions required depending on the user’s security profile within the program. These folders are located in C:\Program Files\Rediscovery Software Inc\.

Folder name	Permissions by User Profile		
	Public Search	Data Entry	Administrator**
Rediscovery Version 8.0	R	R	Full
Bin	R	R	Full
Data	R	R	Full
Dictionaries		R	Full
Docs	R	R	Full
FullImages	R	RWD	Full
Query Express		R	Full
Rediscovery Version 8.0 Workstation Install			Full
RediscoveryForInternet	R	R	Full
Sweep		R	Full
Thumbnails		RWD	Full
Upgrade		R	Full
VisualRediscovery		RWD	Full
Connection.config file	R	R	Full

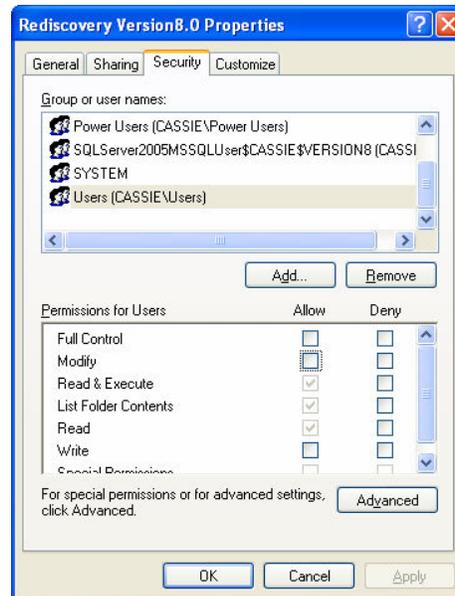
R = Read & Execute + List Folder Contents + Read, W = Write, D = Delete

** Administrators require full permissions on the Rediscovery Version 8.0 folder to create and delete subfolders when they create new directories and perform data backups or transfers to disk.

4. *How do I set up file permissions?*

To set up file permissions:

- Open Windows Explorer and navigate to the C:\program files\Rediscovery Software Inc\Rediscovery Version8.0 folder.
- Right click on the folder and choose Sharing and Security.
- Select the Security tab.



- You can either add different groups to the list if you have users separated into groups, or select the Users group from the list.
- Use the chart above to define Permissions for each user profile. If you are only using the Users group, you should check the Modify and Write permissions. Read & Execute, List Folder Contents, and Read are usually automatically selected when a new program is installed. You can apply these permissions to the entire Rediscovery Version8.0 folder, or, if you prefer, select the individual subfolders and apply permissions as shown in the chart above.
- Click Apply, then OK to save the File Permissions.

If this is an installation for a small network (even if only 1 additional workstation will connect to this installation), proceed to Section F for the network configuration and Section G to install client workstations.

E. Installing Rediscovery Version 8.0, Option 2 – SQL Server 2005 Standard Edition Components Installation

1. *What is the Option 2 installation for Rediscovery Version 8.0?*

This option is for use with SQL Server 2005 Standard Edition. This version is not provided on the installation CD. SQL Server 2005 Standard Edition is available from the Regional IT Specialist. The download site requires a password for use.

You must first install SQL Server 2005 Standard Edition using the instructions provided with the software. To install a new instance, you must use the SQL installation CD as well. Then follow these configuration instructions for the security login prior to installing the Rediscovery Version 8.0 components.

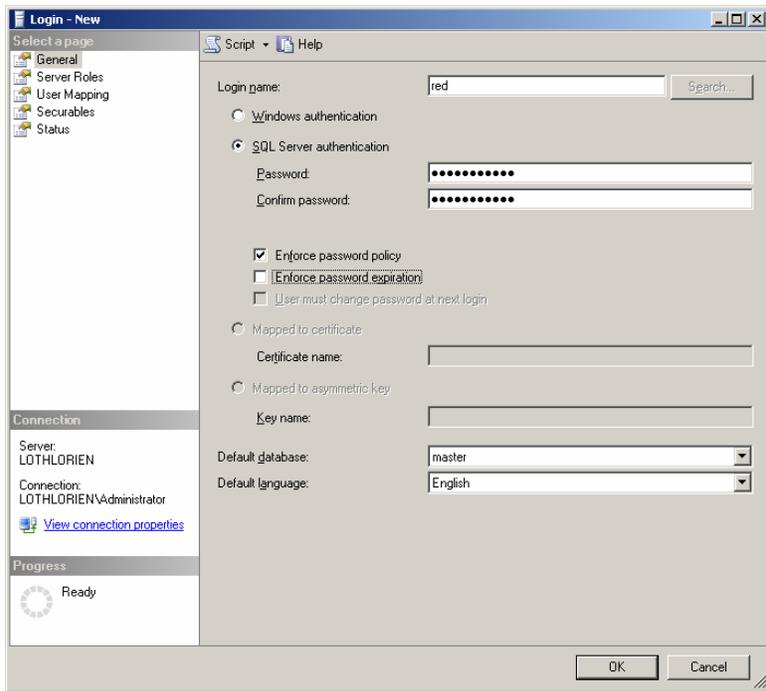
2. *What do I need to do to configure my SQL Server 2005 Standard Edition before installing ANCS+?*

You must configure the SQL Server 2005 Standard Edition Login before you can install ANCS+. Follow these steps to configure the login:

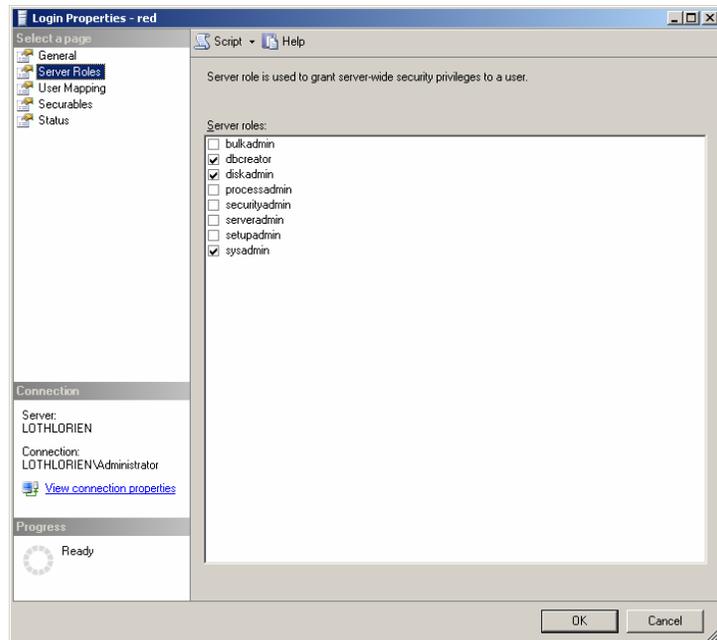
- Open the SQL Server Management Studio window and select the Database Engine you will be using.



- Under Security on the right, right click on Logins and select New Login. (Or you can use an existing login, if desired, as long as it is configured as follows.)



- Enter a Login name, you can use 'red' or other login name.
- Select SQL Server authentication. Enter a password and confirm the password.
- Select "Enforce password policy" and deselect "Enforce password expiration".
- Choose "master" for the Default Database.
- Default language should be English (or you can leave it as <default>).
- While still in the Login properties, select Server Roles for this login under 'Select a page' in the upper left.



- For Server Roles, check the following: **dbcreator**, **diskadmin**, and **sysadmin** as shown above.

Note: Please make a note of the login and password you will be using as well as the name of the SQL Server instance. You will need this information when installing the Rediscovery Version 8.0 components.

- Click OK to save the login.

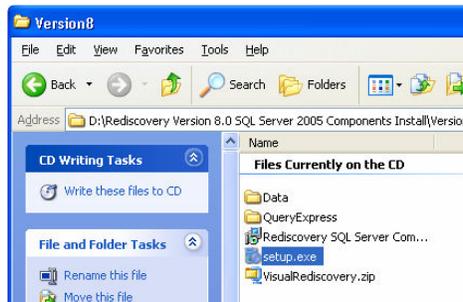
3. *How do I install Rediscovery Version 8.0, Option 2 – SQL Server 2005 Standard Edition Components?*

To install Option 2 – the SQL Server 2005 Standard Edition Components installation, follow these steps:

- First, make sure that you have installed the prerequisites in section C above.
- On the installation CD, open the **Rediscovery Version 8.0 SQL Server 2005 Components Install** folder.



- Next, open the **Version8** folder. Double click the **setup.exe** (or setup) file to start the Rediscovery Version 8.0 setup. Files will be extracted to your system.



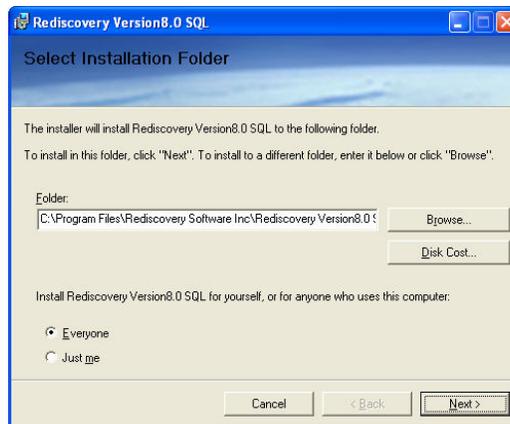
- Follow the instructions in the Rediscovery Version 8.0 SQL setup wizard.



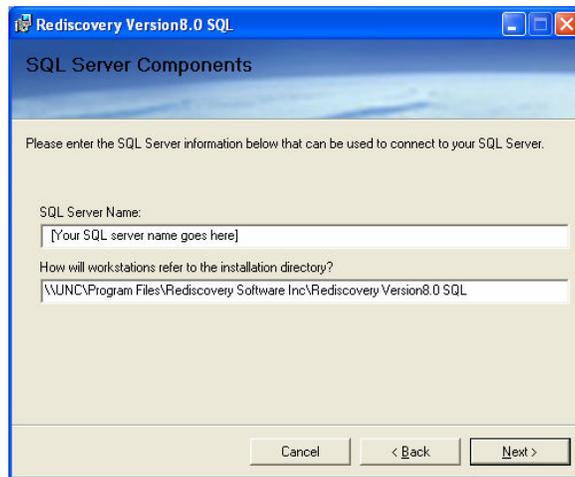
- Click Next to begin.



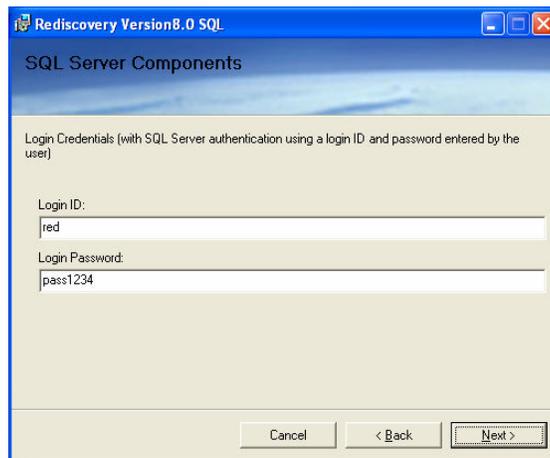
- Select “I Agree” on the License Agreement and click Next.



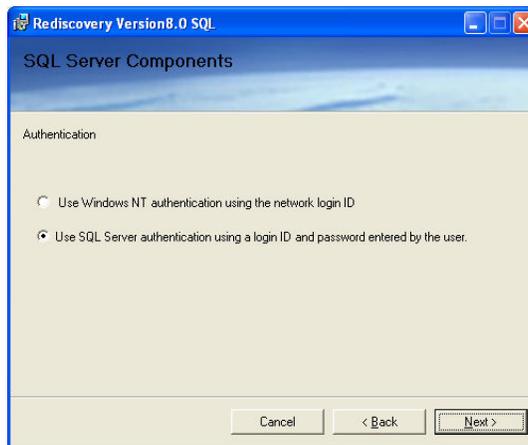
- The program will install to the “C:\Program Files\Rediscovery Software Inc\Rediscovery Version 8.0 SQL” folder. Select Everyone, then click Next to start the installation.



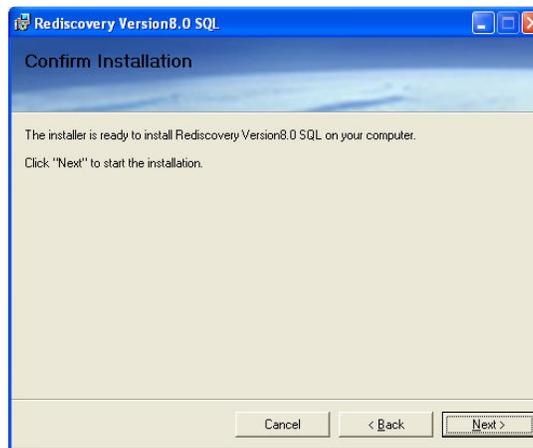
- You must provide your SQL Server Name. If you are not using the SQL default named instance, enter the computername\Instance name. If the server name is incorrect, you will get an error message later during the installation.
- Replace “UNC” with the computer and share names for how the client workstations will refer to the installation directory. E.g., “\\Server1\c\Program Files...” (Do not change the folder names after “Program files”). Then click Next.



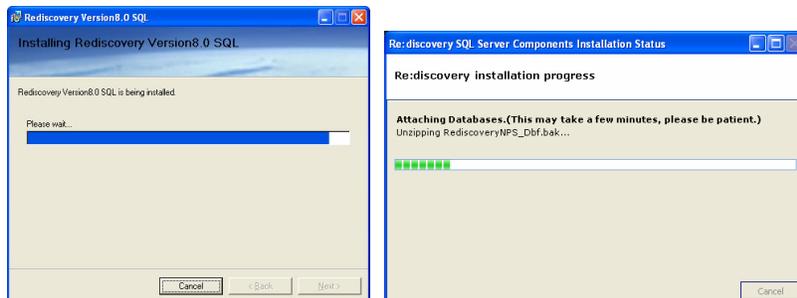
- Enter the SQL Server login ID and password you created for this SQL Server instance in the SQL Server Management Studio (in Section E.2 above). Then click Next.



- Select “Use SQL Server authentication...”, then click Next.



- Click Next to start the installation. Several progress windows will open.

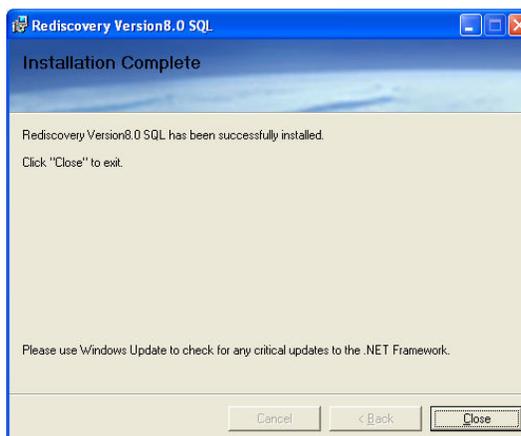


- Please wait while Rediscovery Version 8.0 installs. This may take 2-10 minutes to complete depending on the speed of your computer and may appear to stop. Please be patient and it will complete.

Note: If you receive an error message that the installation failed because it could not open a connection to the SQL Server, the SQL Server Name you supplied above is incorrect. Click OK, then Close the installation window.

Please check the name of your Database Engine instance in SQL Server Management Studio. Then start the Setup.exe again and choose Uninstall to

remove the current installation. Once it is removed, start the Setup.exe again to reinstall the program and supply the correct SQL Server Name.



- Once the installation is complete, click Close. This completes the SQL Server 2005 components installation.

4. *What File Permissions must be established on the program folder?*

You must now set File Permissions through Windows Explorer. The three basic Re:discovery user profiles that will need certain permissions established to run the program are:

- Public Search – users with only Public Search or Researcher rights for read-only access to the data.
- Data Entry – general users with Data Entry rights, without access to the administrative functions within Re:discovery.
- Administrator – power users with full access to all functions including creating new directories and backup functions.

The following chart lists the folder and subfolders with the permissions required depending on the user’s security profile within the program. These folders are located in C:\Program Files\Rediscovery Software Inc\.

Folder name	Permissions by User Profile		
	Public Search	Data Entry	Administrator**
Rediscovery Version 8.0 SQL			Full
Bin	R	R	Full
Data		R	Full
Docs	R	R	Full
Dictionaries		R	Full
FullImages		RWD	Full
Query Express		R	Full
Rediscovery Version 8.0 Workstation Install			Full
RediscoveryForInternet	R	R	Full
Sweep		R	Full
Thumbnails		RWD	Full
Upgrade		R	Full
VisualRediscovery		RWD	Full
Connection.config file	R	R	Full

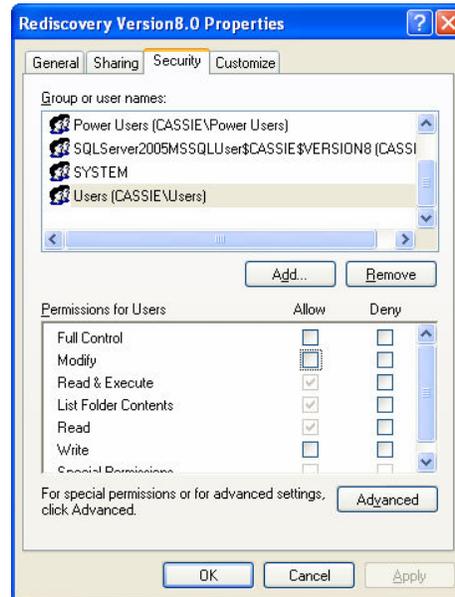
R = Read & Execute + List Folder Contents + Read, W = Write, D = Delete

** Administrators require full permissions on the Rediscovery Version 8.0 SQL folder to create and delete subfolders when they create new directories and perform data backups or transfers to disk.

5. How do I set up file permissions?

To set up file permissions:

- Open Windows Explorer and navigate to the C:\program files\Rediscovery Software Inc\Rediscovery Version8.0 SQL folder.
- Right click on the folder and choose Sharing and Security.
- Select the Security tab.



- You can either add different groups to the list if you have users separated into groups, or select the Users group from the list.
- Use the chart above to define permissions for each user profile. If you are only using the Users group, you should check the Modify and Write permissions. Read & Execute, List Folder Contents, and Read are usually automatically selected when a new program is installed. You can apply these permissions to the entire Rediscovery Version8.0 SQL folder, or, if you prefer, select the individual subfolders and apply permissions as shown in the chart above.
- Click Apply, then OK to save the File Permissions.

You must now enable remote connections to SQL in Section F below, and install the client portion on the workstations that will be connecting to this server installation using Section G below.

6. Can I run ANCS+ 8.0 on the server when Option 2 is installed?

If you wish to run ANCS+ 8.0 from the Server, you will need to install a Workstation setup on the Server as well (see Section G below). The Server component and Workstation component install in separate folders under Program Files\Rediscovery Software Inc\.

If your park database is large, we recommend that you install a workstation component on the server to run the upgrade. See Section G below.

F. Network Configuration for Network Installations

You must complete this section if you are using the SQL Server Express (Option 1) or SQL Server 2005 Standard Edition (Option 2) installations in a network environment.

1. *What network configurations must be done to access the program across a network?*

To use the program in a network environment, you must enable:

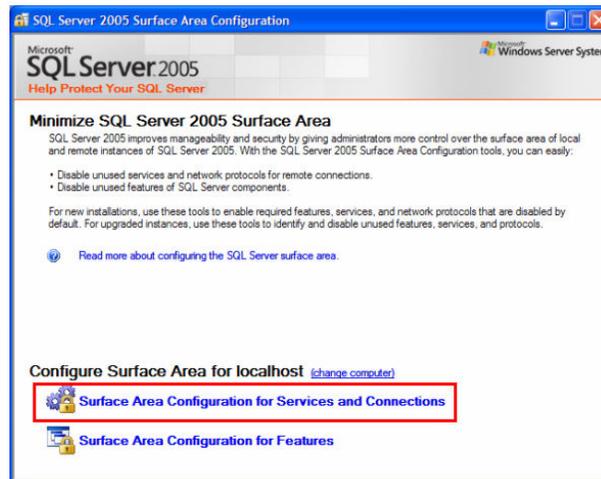
- remote connections to the SQL Server
- the SQL Server Browser Service
- SQL Server communication through the firewall

Note: Remote connections and SQL Server Browser Service are automatically configured during the SQL Server Express installation in Option 1 – skip to F.4 below to configure the firewall for Option 1.

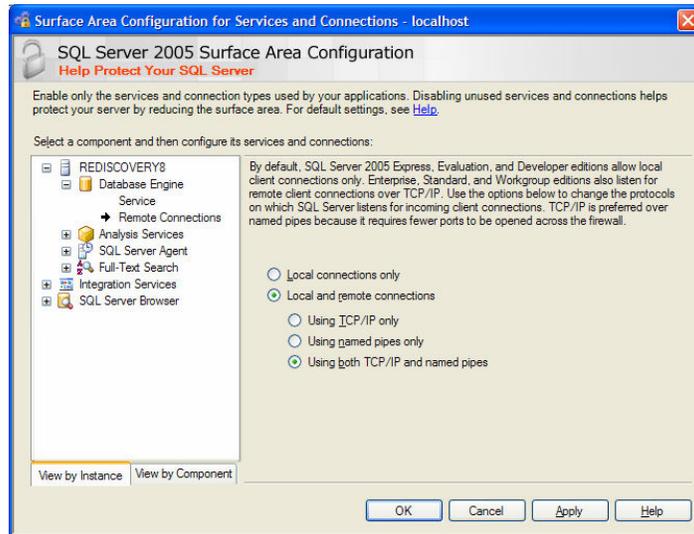
2. *How do I enable remote connections to the SQL Server?*

To enable remote connects for your SQL Server 2005 Standard Edition installation:

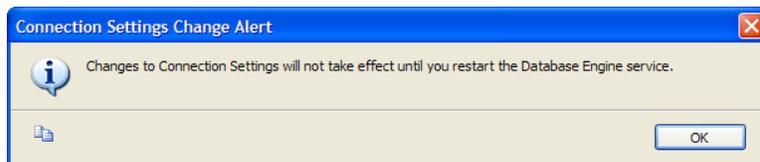
- Click the Start button on your task bar and select All Programs. Then select Microsoft SQL Server 2005 → Configuration Tools → SQL Server Surface Area Configuration.



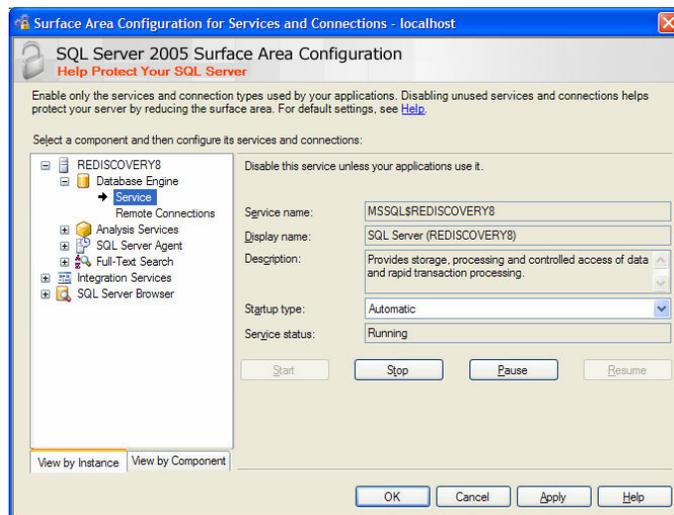
- On the SQL Server 2005 Surface Area Configuration page, click Surface Area Configuration for Services and Connections.



- On the Surface Area Configuration for Services and Connections page, under your named instance, expand Database Engine and click Remote Connections. Select “Local and remote connections” and choose the “Using both TCP/IP and named pipes” option. Click Apply.
- You will receive the following message:



- Click OK.



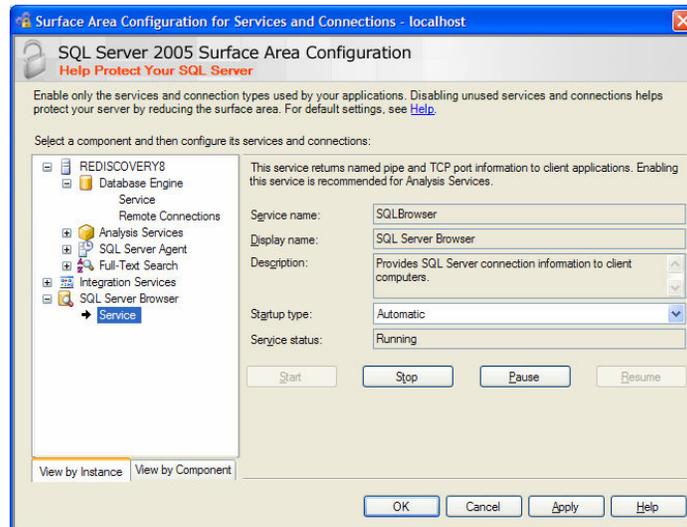
- Under Database Engine, click Service. Make sure that the Startup type is Automatic. If not, select Automatic from the pull down menu.
- Then click Stop and wait until the service stops.
- Then click Start to restart the service.

Do not exit this screen yet, continue with F.3 below.

3. *How do I enable the SQL Browser Service?*

To enable the SQL Browser Service for the SQL Server 2005 Standard Edition installation:

- In the same Surface Area and Configuration for Services and Connections window, expand the SQL Server Browser on the left and select Service.



- Select Automatic for Startup type. Then click Apply.
- Click Start to start the service. **Note:** If it is already set to automatic and the status is running, you do not need to do anything in this screen.
- Click OK to close the window.

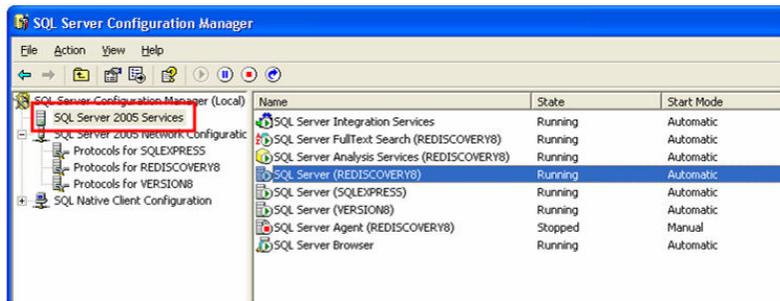
4. *How do I enable communications through the Windows firewall?*

You must enable communications through the Windows firewall for both installations Option 1 (SQL Express Edition) and Option 2 (SQL Standard Edition)

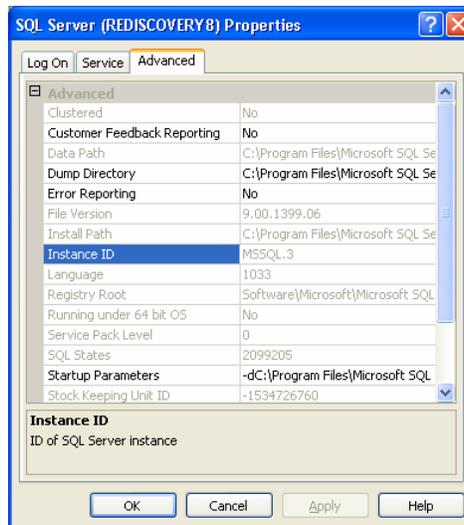
Note: If you use SQL server as the backend database engine for other applications, you may have more than one instance of SQL Server. You must create an exception in the firewall for each instance of SQL Server 2005 that you want to accept remote connections.

To create an exception for the instance of SQL Server used by Re:discovery Version 8, you must first identify the correct instance ID.

- Click the Start button on your task bar and select All Programs. Then select Microsoft SQL Server 2005 → Configuration Tools → SQL Server Configuration Manager.



- Select SQL Server 2005 Services in the left pane and then right click on the instance name in the main window and select Properties. For installations using SQL Server Express (Option 1) the instance name is SQL Server (VERSION8). For installations using SQL Server 2005 (Option 2), the instance name is decided by the SQL administrator at your location and is prompted for during the installation process (called SQL Server Name).



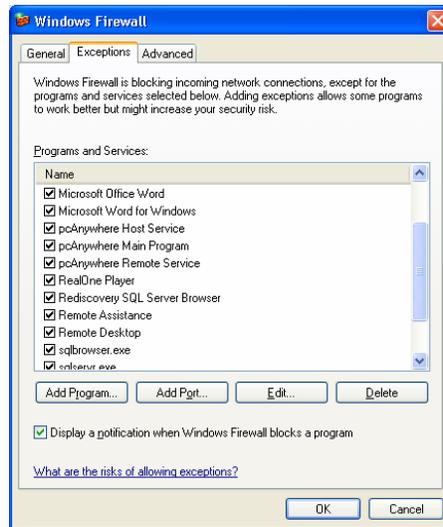
- Click the Advanced tab and locate the Instance ID in the property list. Make a note of it and then click OK.

To create the exception in the firewall for that instance:

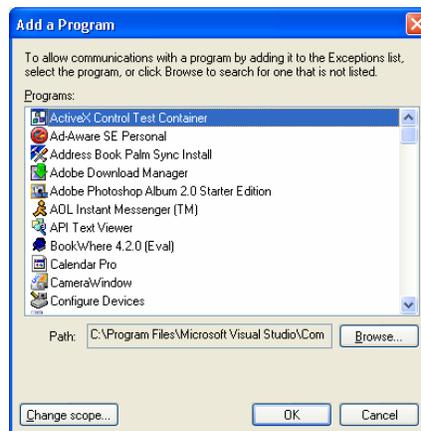
- Click Start on the task bar and choose Control Panel. Then click Windows Firewall.



- Click the Exceptions tab.

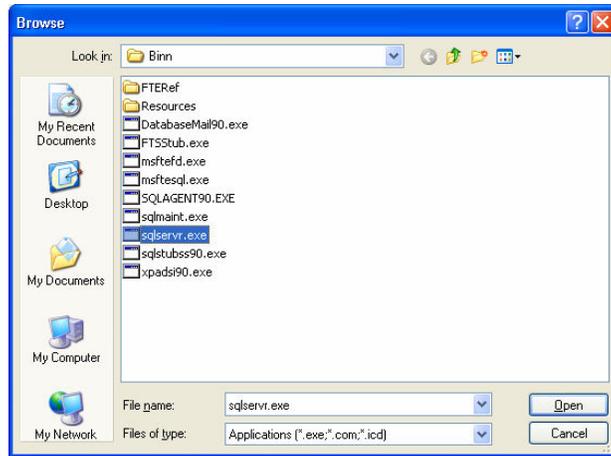


- Click the Add Program button.



- In the Add a Program window, click the Browse button.

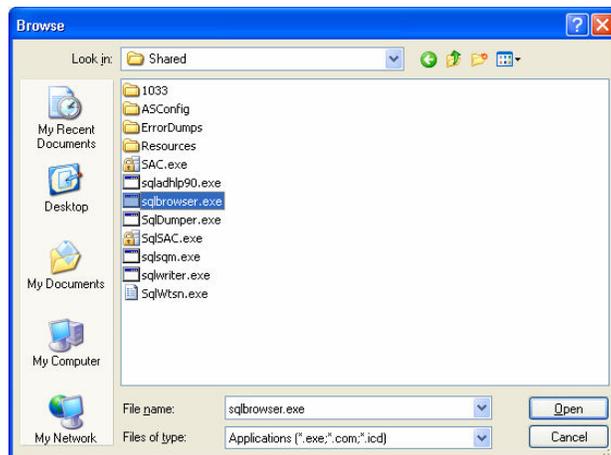
- Navigate to and select the **C:\Program Files\Microsoft SQL Server\MSSQL.3\MSSQL\Binn\sqlservr.exe** executable program. Then click Open. **Note:** the path may be different depending on where SQL Server 2005 is installed. *MSSQL.3* is the placeholder for the instance ID name that you made note of above.



- When you return to the Add a Program window, remain there and go immediately to the next step below to add the exception for the SQL Server Browser Service.

To Create an exception in the firewall for the SQL Server Browser Service:

- In the Add a Program window (which you accessed from the Exceptions tab of the Windows Firewall), click Browse.
- Navigate to and select the **C:\Program Files\Microsoft SQL Server\90\Shared\sqlbrowser.exe** executable program file. Click Open. **Note:** the path may be different depending on where SQL Server 2005 is installed.



- When you return to the Add a Program window, click OK. Remain on the Windows Firewall Exceptions tab for the next step below.

To open UDP port 1434 in Windows Firewall:

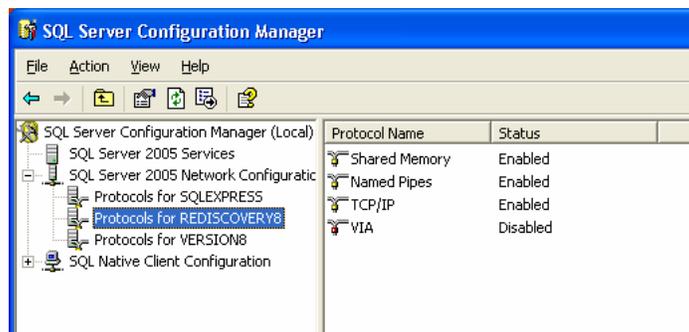
- On the Windows Firewall Exceptions tab, click Add Port.



- In the Add a Port window, type **Rediscovery SQL Server Browser** in the Name text box.
- Type **1434** for the Port number.
- Select **UDP** for the port type.
- Click OK.
- When you return to the Windows Firewall screen, click OK to close the window.

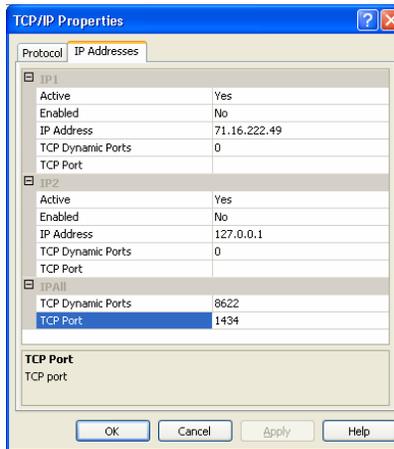
To make sure the Dynamic port is enabled, you will need to set the IPALL property in SQL to port 1434:

- Click the Start button on your task bar and select All Programs. Then select Microsoft SQL Server 2005 → Configuration Tools → SQL Server Configuration Manager.



- In the SQL Server Configuration Manager window, expand the SQL Server 2005 Network Configuration in the left pane and select **Protocols for (Instance Name)**. (**Note:** The instance name will be VERSION8 for the SQL Server Express installation, or the instance name created by you for SQL Server 2005 Standard Edition.)

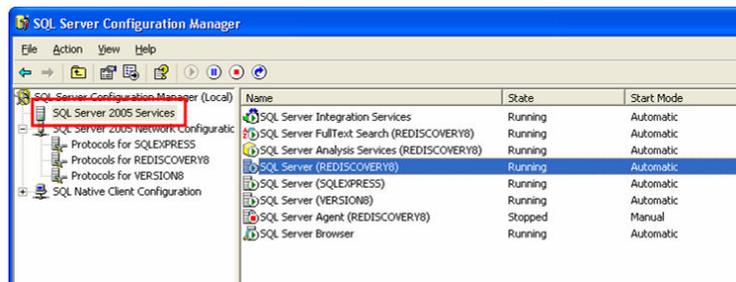
- In the right pane, right-click **TCP/IP**, and select Properties.
- In the TCP/IP Properties window, select the IP Addresses tab.



- For **IPALL**, set the TCP Port = 1434.

Note: If you already have another instance of SQL Server using this port, you need to use a different port (1435 for instance).

- Click OK. You will get a message telling you that you need to restart the service for the settings to take effect.
- To restart the service, select SQL Server 2005 Services in the left pane.



- In the right pane, right click on the **SQL Server (InstanceName)** where InstanceName is either VERSION8 if you are using the SQL Server Express installation, or the instance name you created for SQL Server 2005 Standard Edition.
- On the right-click menu, click Restart and the service will stop and then restart to make the changes to the settings take affect. (If Restart is not enabled, the service was not running. Click Start to start the service.)

Note: Make sure the Start Mode is set to Automatic. If not, right click on the SQL server instance again and select Properties. In the Properties window, select the Service tab and change the Start Mode option to Automatic. Click OK in the Properties window.

- Next, in the right pane, check the SQL Server Browser option to make sure it is running and the Start Mode is set to Automatic. If it is not running, right click on it and select Start. If it is not set to Automatic, right click on it and select Properties. In the Properties window, select the Service tab and change the Start Mode option to Automatic. Click OK.

Once you have completed the network installation and configurations, you can install the client component on the workstations in Section G below.

G. Installing Workstations for Network Installations

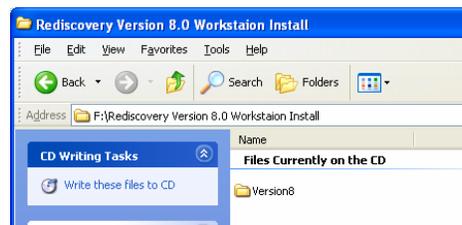
1. *When do I need to install workstations?*

Use this option to install the client component on workstations for a network installation. You must install Option 1 or Option 2 on the server before you can install workstations. You may also wish to install a workstation on the server so that you may run the program from the server console.

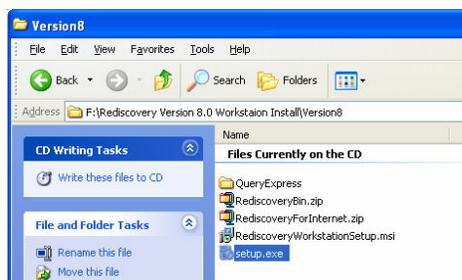
2. *How do I install workstations?*

To install workstations for a network installation:

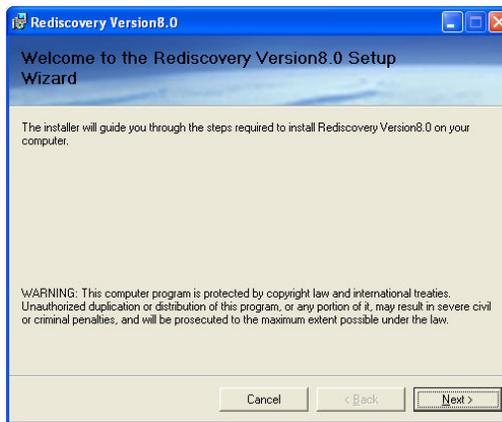
- First, install the prerequisites on each workstation following Section C above.
- Then, on the installation CD, open the **Rediscovery Version 8.0 Workstation Install** folder.



- Open the **Version8** folder and double click the **setup.exe** (or setup) to start the installation of the workstation.



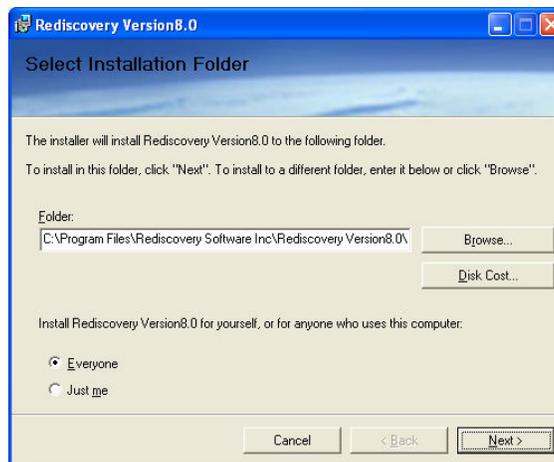
- Follow the instructions in the setup wizard



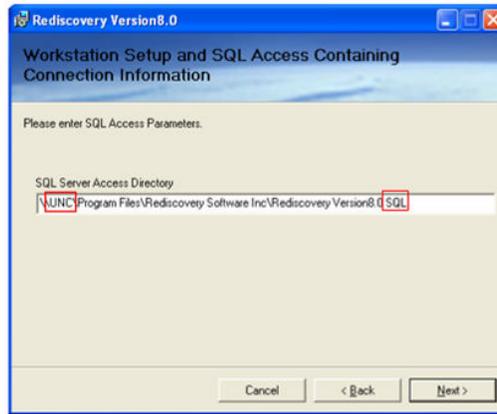
- Click Next to begin.



- Review the End-User License Agreement. Select “I Agree” and click Next.



- The workstation component will install to the C:\Program Files\Rediscovery Software Inc\Rediscovery Version 8.0 folder. Select Everyone, then click Next.



- For the SQL Server Access Directory, in place of UNC, enter your server and share name where the Server installation is located. If you installed Option 2 (SQL Server 2005 Standard Edition), enter a space and “SQL” at the end of the folder name also.

For example, if you installed:

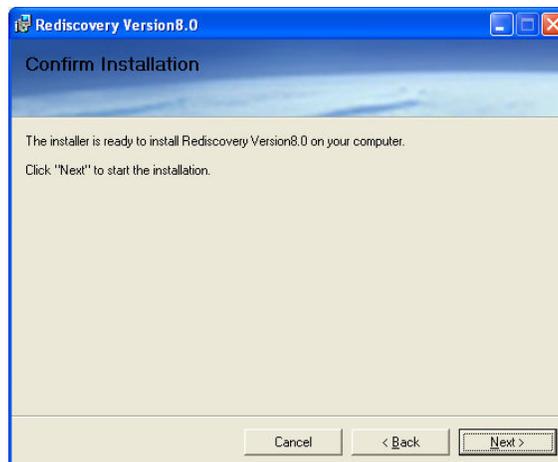
Option 1 (SQL Server Express) on Server1, the path and folder name might look like this:

`\\Server1\c\Program Files\Rediscovery Software Inc\Rediscovery Version8.0`

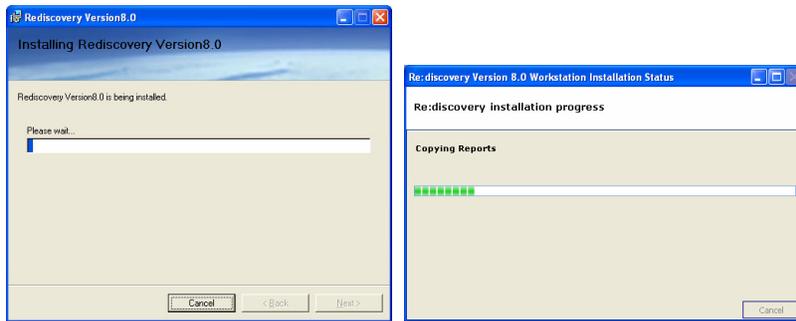
Option 2 (SQL Server Standard Edition components) on Server2, the path and folder name might look like this:

`\\Server2\c\Program Files\Rediscovery Software Inc\Rediscovery Version8.0 SQL`

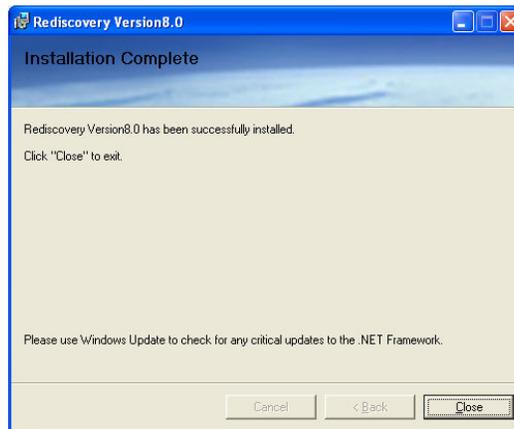
- Click Next.



- Click Next to start the installation. You will see several progress windows.



- Please wait while the Rediscovery Version 8.0 Workstation installs. This may take 3-5 minutes to complete depending on the speed of your computer and may appear to stop. Please be patient and it will complete.



- When the installation is complete, click Close.

Re:discovery Version 8.0 Workstation is now installed. You should have a new icon on the desktop, and the Start, All Programs menu should include new items for:

- Rediscovery Version 8.0
- UltiDev → Cassini Web Server

3. *What file permissions are required on the workstation installation?*

You must set up file permissions on the workstation installation for certain folders so that users can create some reports. The following chart lists the folder and subfolders with the permissions required depending on the user's security profile within the program. The folders are located under C:\Program Files\Rediscovery Software Inc\ on the workstation.

Folder name	Permissions by User Profile		
	Public Search	Data Entry	Administrator**
Rediscovery Version 8.0	R	R	Full
Bin	R	R	Full
Dictionaries	R	R	Full
Docs	R	R	Full
Query Express		R	Full
RediscoveryForInternet	R	R	Full
Upgrade		R	Full
VisualRediscovery	R	RWD	Full

R = Read & Execute + List Folder Contents+ Read, W = Write, D = Delete

H. Starting and Using ANCS+

1. How do I start the system?

Start **ANCS+ 8.0** by double-clicking the Rediscovery Version 8.0 desktop icon, or from the Windows Start button by choosing All Programs, Rediscovery Version8.0, and then Rediscovery Version 8.0. The Re:discovery login screen will open.



2. How do I login to the system for the first time?

For your first-time use, you will enter a general login name and password.

- Enter RED as your login name
- Tab to the password field and enter RED as your password.
- Press Enter or click the Login button.

Note: When you login for the first time after installation, you will get a conversion message indicating that the conversion from 6.3 to 8.0 has not run yet. If you need to convert your 6.3 data into 8.0, click Yes and follow the instructions in Section I below. If you do not need to run the conversion, click No. The system will contain no data directories until you create them.

Refer to Section III in Chapter 9, Tools for information on how to create new directories.

For security purposes, it's important that you change the general password and login name as soon as possible. Create specific passwords and login names for park staff when you finish the installation process described in this appendix. Refer to Section V in Chapter 9, Tools.

I. Running the ANCS+ 8.0 Upgrade

1. How do I get my catalog records from ANCS+ 6.3.1 into ANCS+ 8.0?

The upgrade of your data from 6.3.1 to 8.0 will happen when you first login to the new program after installation.

2. *What should I do before I start the upgrade?*

Before running the upgrade, close all programs and deactivate the screen saver. If this is on a laptop, plug the laptop into a wall outlet and deactivate all “sleep” and screen saver options. This will maximize processor attention to the ANCS+ upgrade.

The same person that starts the upgrade process must complete the upgrade process. You have the ability to stop it in the middle and resume it later but you must log onto the computer using the same Windows User Name that you used when you started the upgrade.

3. *How do I start the program to begin the upgrade?*

Start ANCS+ 8.0 by double-clicking the Rediscovery Version 8.0 desktop icon, or from the Windows Start button by choosing All Programs, Rediscovery Version8.0, and then Rediscovery Version 8.0. The Re:discovery login screen will open.



4. *What is the initial login for the system?*

For first-time use, the User ID is RED and the Password is RED.

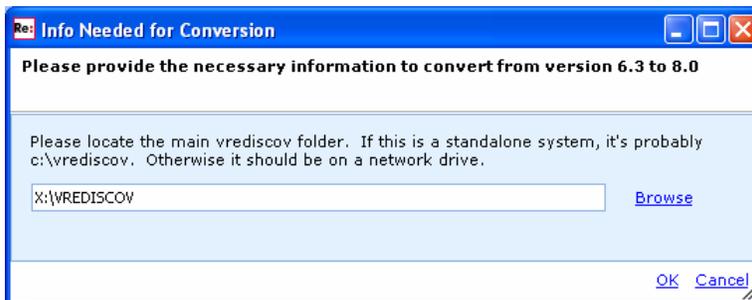
Note: After the upgrade is complete, your User IDs from version 6.3.1 will be active in the new system.

5. *How do I run the upgrade?*

After you login for the first time, you will get a conversion message indicating that the conversion from 6.3 to 8.0 has not run yet.



- To run the conversion, click Yes. The Conversion Info window will open.



- Type the path to your main ANCS+ installation folder, VREDISCOV, using the appropriate drive letter where it is located. Your main ANCS+ installation is either on your local C: drive or on a mapped network drive. The VREDISCOV folder will include at least 25 sub-folders, some of which are named with your park acronym. If you are unsure where your main ANCS+ installation is located, contact your network administrator or call Re:discovery for assistance.
- Or, click the Browse link and navigate to find the VREDISCOV folder, select it, and click OK.



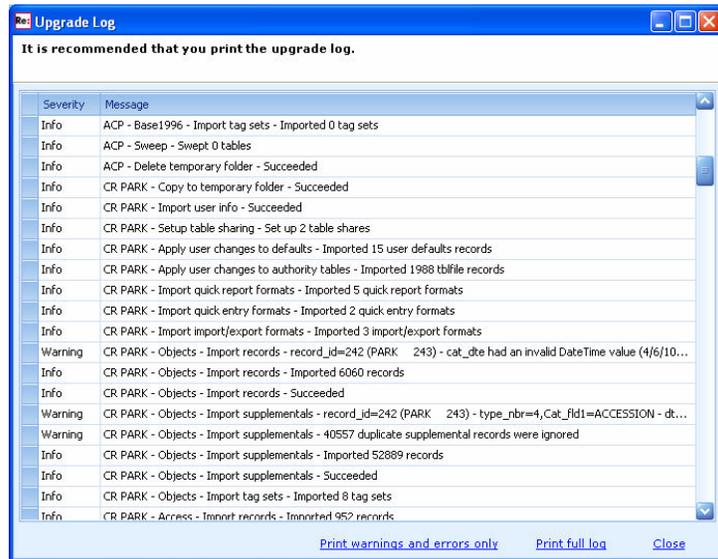
- When you have selected the correct VREDISCOV folder, click OK on the Conversion Info window to begin the upgrade. The ANCS+ Version 6.3 to Version 8.0 Conversion window will open.



- If you need to correct the path to the VREDISCOV folder, click the Update Settings link. Otherwise, click Start/Resume Upgrade to begin the upgrade process. The system will then determine the steps for the upgrade process.



- The upgrade process will begin by creating databases for your ANCS+ data. Please be patient and wait for the upgrade to complete. The average time for the upgrade to complete is approximately 45 minutes to 1 hour depending on your computer speed and the size of your directories. For larger databases, the upgrade can take much longer.
- When the upgrade is complete, you will get a confirmation message with information about how many warnings and/or errors were found during the upgrade process. Click OK to view the upgrade log.

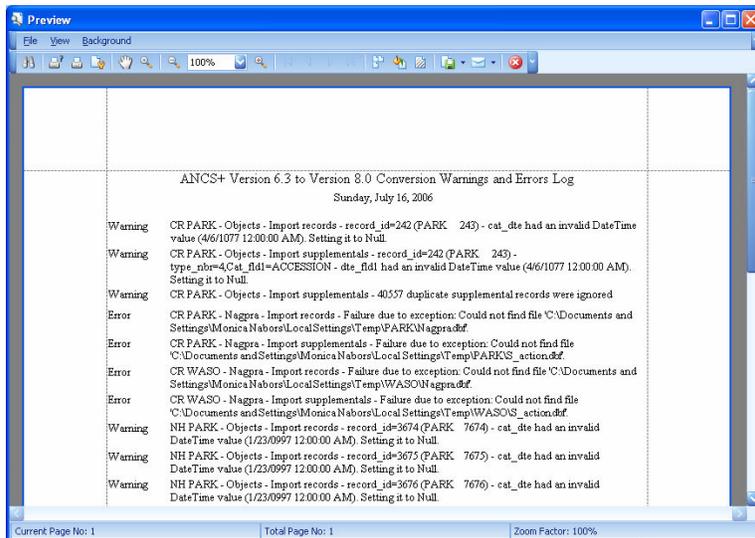


The Upgrade Log lists all data upgrades that were processed.

The Severity column indicates the status of each upgrade component.

- **Info** means that the data upgrade listed completed successfully.
- **Warning** means that some of the data for a particular record was either of an incorrect format or duplicated. You will mostly see these for incorrect data entry on date fields (e.g., 4/6/1077 is not an acceptable date) and multiple copies of identical supplemental records for a single catalog record (these will be ignored and not brought into Version 8.0).
- **Error** means that the data update for a particular table could not be completed because it was either missing or inaccessible. Please contact Re:discovery Software immediately if you receive any Error logs.

It is recommended that you print the upgrade log, especially if you have errors and warnings. You can either print the entire log by clicking Print full log, or print just the warnings and errors by clicking Print warnings and errors only. A preview window will open.

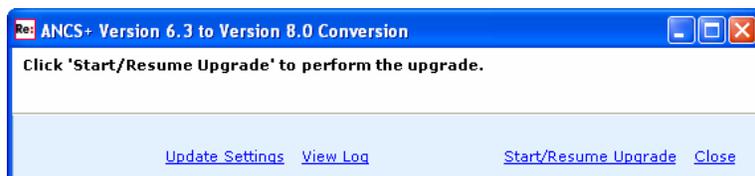


Click the printer button on the toolbar, or select Print on the File Menu.

Note: You can use this log to check the records that have warnings and replace information that was entered incorrectly (e.g., incorrect date formats). The log lists the directory, module, record number and field that had the invalid data (which was removed during the upgrade). You can see a list of common warnings and errors at the end of this section.

Close the print preview window by clicking the red X in the upper right corner.

- After you have viewed and printed the upgrade log, click Close in the Upgrade Log window. You will return to the ANCS+ Version 6.3 to Version 8.0 Conversion window.



- If you need to view the upgrade log again, you can click View Log. Otherwise, click Close.



- If you did not complete the conversion the first time, or you need to run the conversion again, click Yes. The next time you login to the program, you will be asked if you need to start a conversion. Click Yes, and follow the same steps above to resume your upgrade.

- If your conversion completed with few or no problems, click No to the above question. You have completed the upgrade and the login screen will appear for you to login with your usual user name and password.
- If you completed the conversion with no errors, you will not see this question because the system realizes you are finished. You will just get the log in screen again to log into the program.

Common Upgrade Warnings and Errors

Warning	Dbf – Import images – PARK 38 _12T0ZORN -1- C:\MY DOCUMENTS\MY PICTURES\P3457a.jpg – Could not locate full image. Thumbnail image should have been imported correctly though.
Explanation	During the image conversion, the program could not locate the original image that was attached to the record because it is either stored on a CD or has been moved from its original location. The thumbnail for the image will be visible on the record.
What to Do	You will have to locate and reattach the image if possible. The catalog number, path and image name are listed in the warning message for use in identifying the catalog records and locating the missing image files.
Warning	CR PARK – Objects – Import records – record_id=1234 (PARK 234) – cat_dte had an invalid DateTime value (8/2/0220 12:00:00 AM). Setting it to Null. OR CR PARK – Objects – Import supplementals – record_id=345 (PARK 123) – type_nbr=8, cat_fld1=L.2000.1 – dte_fld2 had an invalid DateTime value (2/11/0200 12:00:00 AM). Setting to Null
Explanation	If any date fields such as catalog date, end date, start date, dates in supplementals, etc. are of an incorrect format (e.g., the year is not valid – 0199 instead of 1999 or 0200 instead of 2000), the upgrade will set them to empty. The warning message lists the catalog number and the date field that was set to empty. It also lists the date that was found in the record.
What to Do	You can use this upgrade log to locate those records in the program and fill in the correct date for the field indicated. For supplementals, the cat_fld1 entry will be given which will usually indicate the type of supplemental it might be (e.g., L.2000.1 is a Loans Out supplemental).
Warning	NH PARK – Objects – Import supplementals – 941 duplicate supplemental records were ignored
Explanation	The upgrade compares supplementals of the same type in each record to determine if any are exactly the same. Then it removes the duplicates from the system. These duplicates may have resulted from transferring the same records from a temporary directory to the main directory multiple times.
What to Do	Nothing.
Warning	NH PARK – Objects – Import records – Duplicate Special record removed for Visual record_id=2.
Explanation	The upgrade compares fields on the discipline tab for each record to determine if any have been duplicated. It removes the duplicates from the system. This should be rare since the 6.3 conversion removed most of these.
What to Do	Nothing
Warning	CR PARK – Import import/export formats – EXPORT NAME – Could not parse table and field from ‘GETCALC(“OBJECTS”,“FWEIGHT”)’. Ignoring ‘Weight field. OR CR PARK – Import quick report formats – Problem for visual quick report row table=’, report = ‘OBJECTS LIST’, field=‘GETCALC(“OBJECTS”,“SPECIAL”)’: Input String was not in a correct format.
Explanation	In quick reports and import/export templates, a calculated field was chosen in the template, which is not an actual field in the catalog record. These fields cannot be used in quick report and import/export templates and are thus removed from the template. The template is still converted to Version 8.0 but without these calculated fields.
What to Do	Nothing
Error	CR TEMP – Setup table sharing – Could not find the ‘TEST’ directory specified in PATRON.RDR
Explanation	The directory indicated had file sharing set up with another directory that no longer exists. The upgrade could not establish file sharing with the missing directory for the table indicated.
What to Do	Nothing generally. The data in the directory was upgraded successfully. If desired, you can set up table sharing for this directory with another directory that does exist. Or locate a #9 backup of the indicated missing directory and load it into Version 8.0 using Load to

	Empty Directory function (which will also run the upgrade), then establish table sharing between the directories again.
Error	CR TEMP2 – Copy to temporary folder – Failed. (plus any additional errors related to this same directory name)
Explanation	The directory indicated does not have a directory folder in the 6.3 Vrediscov folder, but there was still a reference to the directory in the 6.3 program. Therefore, the directory could not be copied. You will have an empty directory with this name created in Version 8.0 but no data.
What to Do	If you need to verify that this directory does not have data in the 6.3 version, start the 6.3 program and look for the directory in either Collections Management or Archives/Manuscript Collection. If the directory is listed, try selecting it to see if you have data. If the directory appears with data for 6.3, contact Rediscovery Software for further instructions.

J. Uninstalling ANCS+

1. How do I uninstall ANCS+?

Depending on the installation you have, follow the uninstall instructions for that installation type. There are three types of uninstall instructions:

- SQL Server Express Uninstall
- SQL Server 2005 Standard Edition Component Uninstall
- Workstation Uninstall

2. How do I know which installation I have?

If you do not know which installation type was installed, you can look at your file structure on the computer to determine which uninstall option you should use.

- Using Windows Explorer, open the local drive C: on the computer you wish to uninstall ANCS+ and select Program Files.
- In the Program Files folder, locate the Rediscovery Software Inc folder and open it.
- In this folder you will have one or both of the following folders:

Rediscovery Version8.0
Rediscovery Version8.0 SQL

- If you have only the Rediscovery Version8.0 folder, open that folder to view the subfolders to determine which installation you have.

If you have...

Then use the instructions for...

Rediscovery Version8.0 SQL

SQL Server 2005 Standard Edition Component Uninstall

Rediscovery Version8.0 with 12+ subfolders including one named Data.

SQL Server Express Uninstall

Rediscovery Version8.0 with only 8 subfolders and **NO** folder named Data.

Workstation Uninstall

Both Rediscovery Version8.0 with only 8 subfolders (no Data) and Rediscovery Version8.0 SQL

Workstation Uninstall first, then SQL Sever 2005 Standard Edition Component Uninstall second.

3. How do I uninstall the SQL Server Express installation of ANCS+?

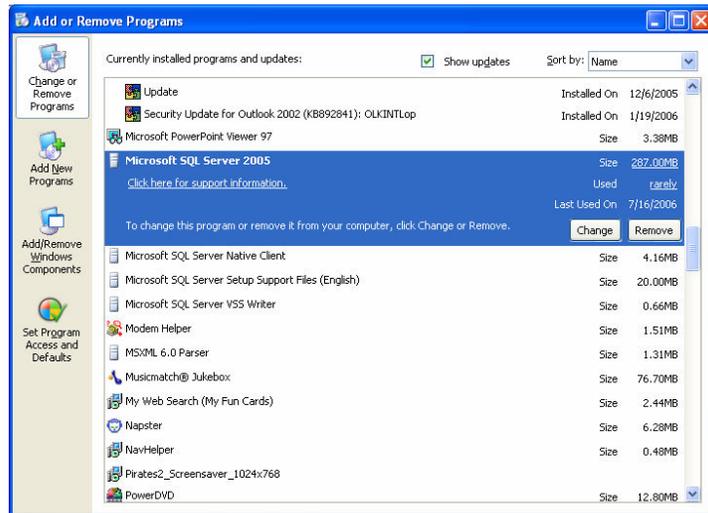
Warning. If you uninstall the SQL Server Express installation, your catalog data will also be deleted. Make sure that you have a backup of your data before proceeding with the uninstall.

To uninstall SQL Server Express installation of ANCS+, you must first uninstall the SQL Server Express before you can uninstall ANCS+ 8.0.

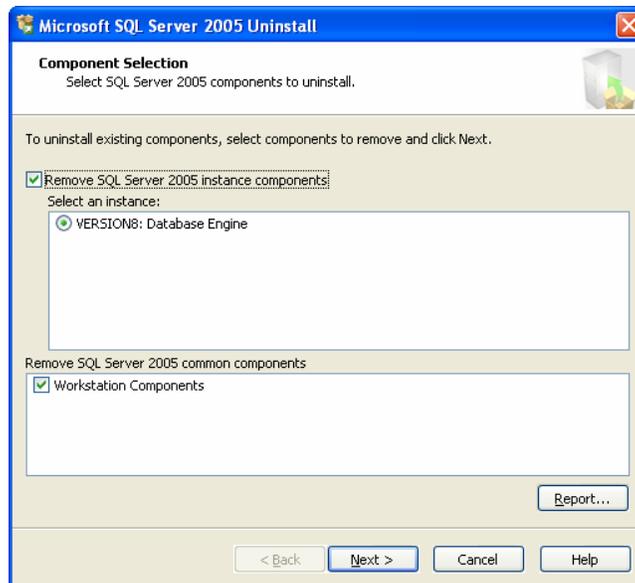
- Click on Start on the Windows Task Bar and choose Control Panel.
- Then choose Add/Remove Programs. Wait while the list of programs is built.

- In the programs list, you will be uninstalling these components in this order:

Microsoft SQL Server 2005
 Microsoft SQL Server Native Client
 Microsoft SQL Server Setup Support Files (English)
 Microsoft SQL Server VSS Writer
 Rediscovery Version8.0



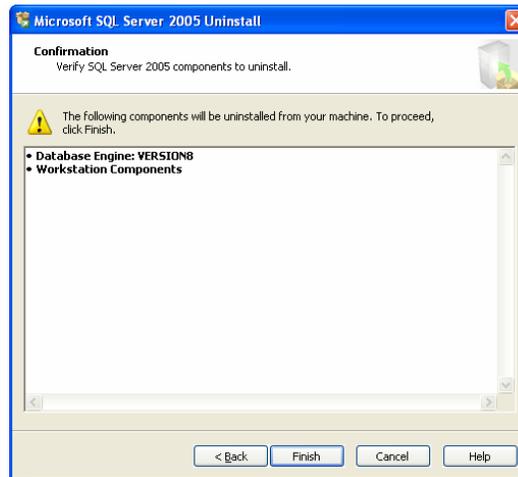
- First, select Microsoft SQL Server 2005 and click Remove.



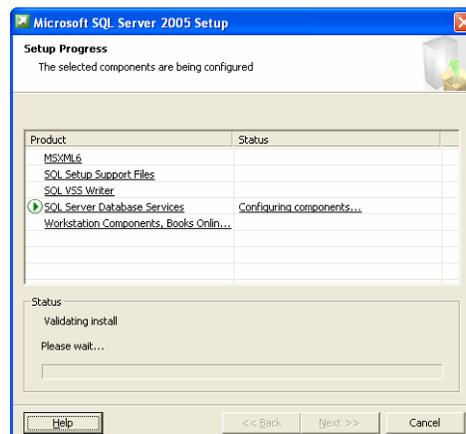
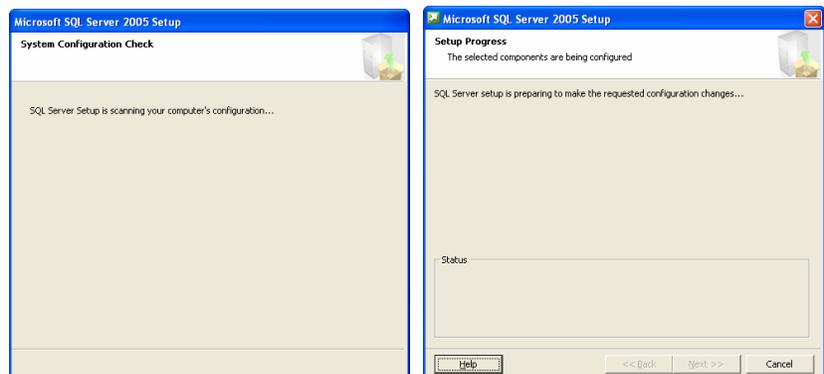
- In the Uninstall window, select the VERSION8: Database Engine instance and check the Workstation Components.

WARNING: If you have any other SQL applications installed, do not check the Workstation Components option or the other applications will be removed also.

- Click Next.



- To confirm uninstalling these SQL server components, click Finish.
Note: If you did not select the Workstation Components in the previous window, it will not appear in this list.
- You will see the following screens while the setup prepares to uninstall.

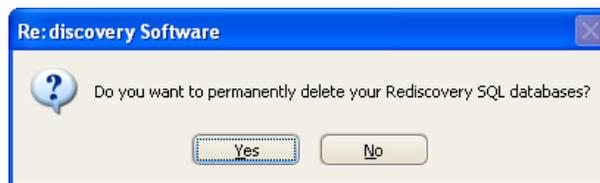


- Wait while the components are being uninstalled. The window will close automatically when finished.

- Back in the Add/Remove programs list, select the Microsoft SQL Server Native Client and click Remove. It will be deleted immediately.
- The other Microsoft SQL Server components will automatically be removed from the program list. You may have to press F5 to refresh the list.
- Next, you will remove the Rediscovery Version8.0 program. **Note:** Do not manually remove the Rediscovery Version8.0 folder without going through the uninstall process. Doing so will create errors and the program will be unable to uninstall properly.

WARNING: If this is a standalone installation, removing this program will also delete all databases which include your catalog data. These are not retrievable once deleted.

- In the Add/Remove Programs window, select Rediscovery Version8.0 and click Remove.



- If you are sure you want to delete your Rediscovery SQL databases, click Yes. The program will be removed along with the databases.

Note: You may get a message that the program was unable to delete the Query Express folder. Click OK. The majority of the program files will be deleted. You will have to manually delete the C:\Program Files\Rediscovery Software Inc\Rediscovery Version8.0 folder.

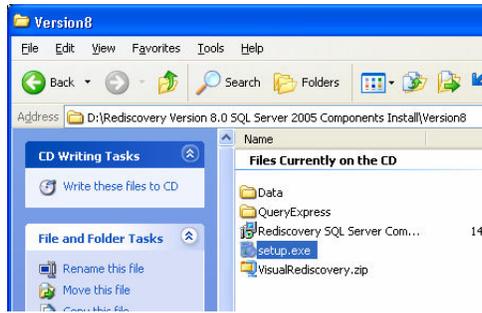
You may also wish to remove the Rediscovery Version8.0 Prerequisites through Add/Remove Programs and then delete the entire C:\Program Files\Rediscovery Software Inc folder.

4. How do I uninstall the SQL Server 2005 Standard Edition Component installation of ANCS+?

To uninstall the SQL Server 2005 Standard Edition Component installation, you should use the original ANCS+ 8.0 installation CD.

WARNING: You should make a backup of your data directories before removing the program.

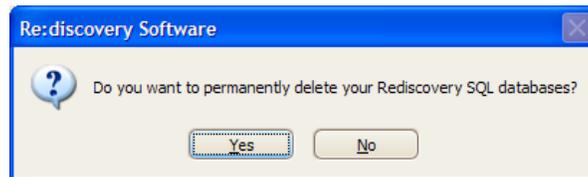
- On the CD, open the Rediscovery Version 8.0 SQL Server 2005 Components Install folder and then open the Version8 folder inside that.



- Double click the setup.exe file.

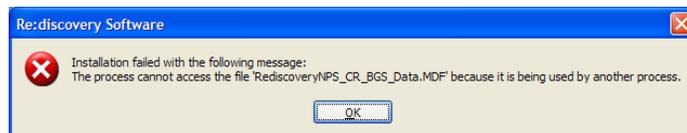


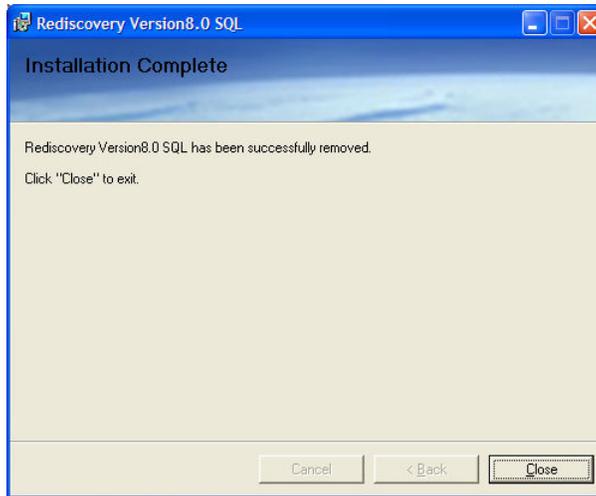
- Select Remove Rediscovery version8.0 SQL and click Finish.



- For the Do you want to delete your databases question, click No. You will have to delete the databases through SQL Server Management Studio.

Note: If you click Yes, you will get the following warning message that the databases could not be deleted. Click OK if you get this message and delete the databases through SQL Server Management Studio.





- You will get a confirmation message that the program has been removed successfully. Click Close. You can now delete the C:\Program Files\Rediscovery Software Inc folder.

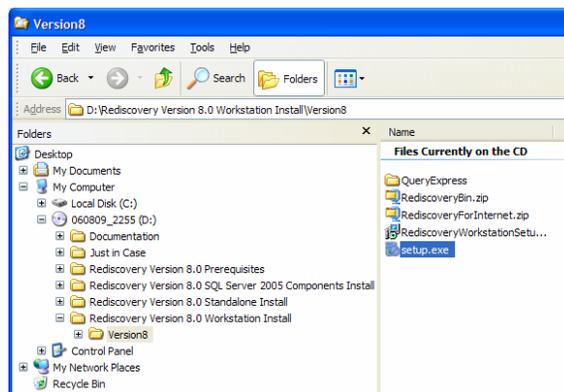
5. *How do I uninstall the Workstation installation for ANCS+?*

You can uninstall the workstation using the installation CD. (You may also use Add/Remove programs if desired.)

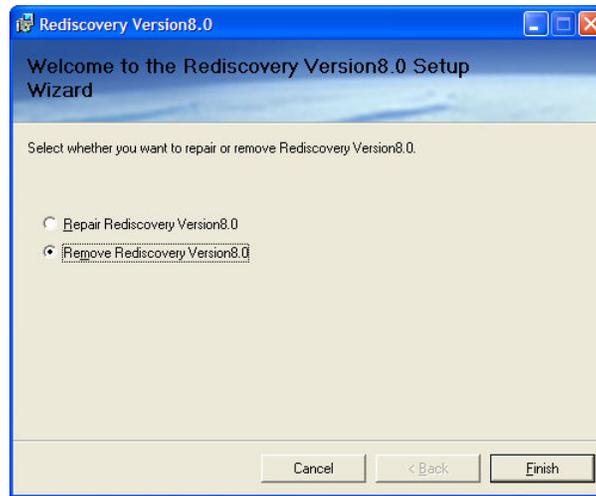
Warning: If you have modified or created any new Rediscovery Reports from this workstation, they will be deleted when the workstation is uninstalled. Make a backup of these before removing the workstation. They are located in the C:\Program Files\Rediscovery Software Inc\VisualRediscovery\Reports folder.

To remove the workstation using the CD:

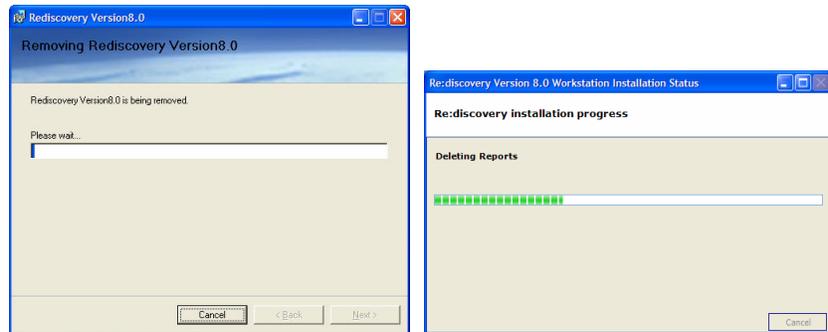
- On the installation CD, open the Rediscovery Version 8.0 Workstation Install folder and then open the Version8 folder inside that.



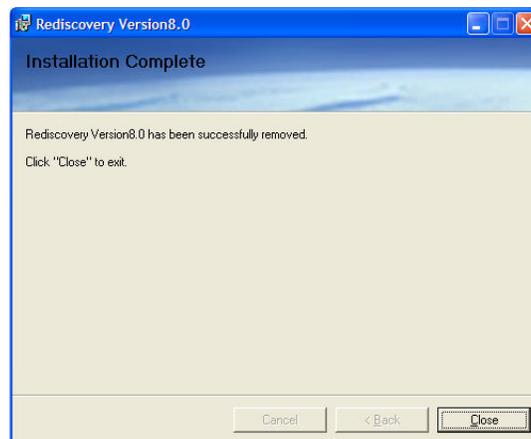
- Double click the Setup.exe file. The windows installer will prepare the uninstall.



- Select Remove Rediscovery Version8.0 and click Finish.



- Several windows will open, removing the various components. Please wait while the uninstall finishes.



- Click Close when the uninstall has completed.
- You can now remove the C:\Program Files\Rediscovery Software Inc folder on the workstation.

To remove the workstation using Add/Remove programs:

- Click Start on the Windows Task Bar and choose Control Panel.
- Choose Add/Remove Programs.
- Scroll down the list of programs and select the Rediscovery Version8.0 program.
- Click Remove.
- The workstation will be removed. You can then delete the C:\Program Files\Rediscovery Software Inc folder on the workstation.