

1.1 Installation

1 Opening the Setup Program

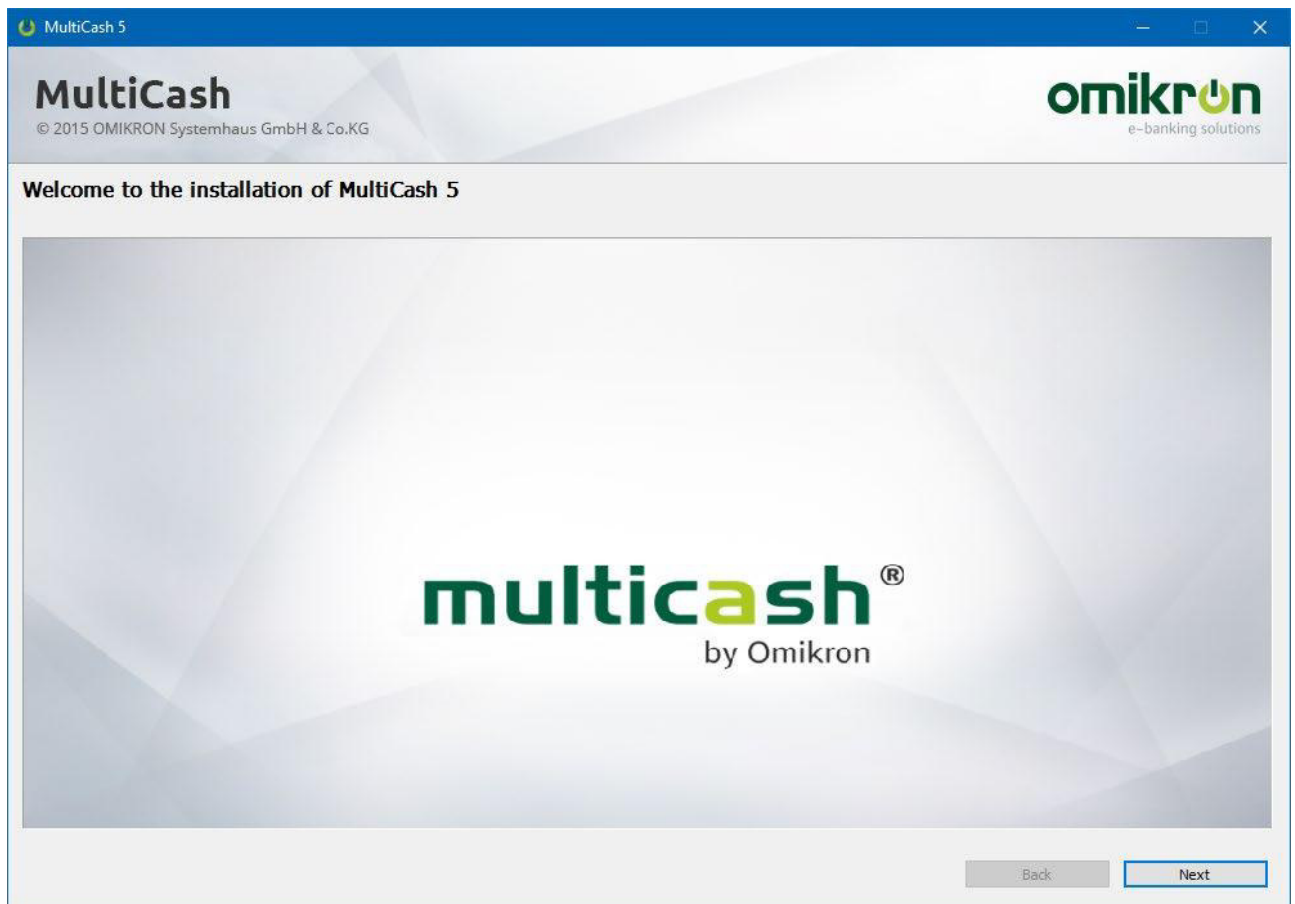
Execute the **Setup.exe** program.

The installation program is signed, and the related certificate is shown. If the user account control is active an administrator might be required.

2 Welcome Screen

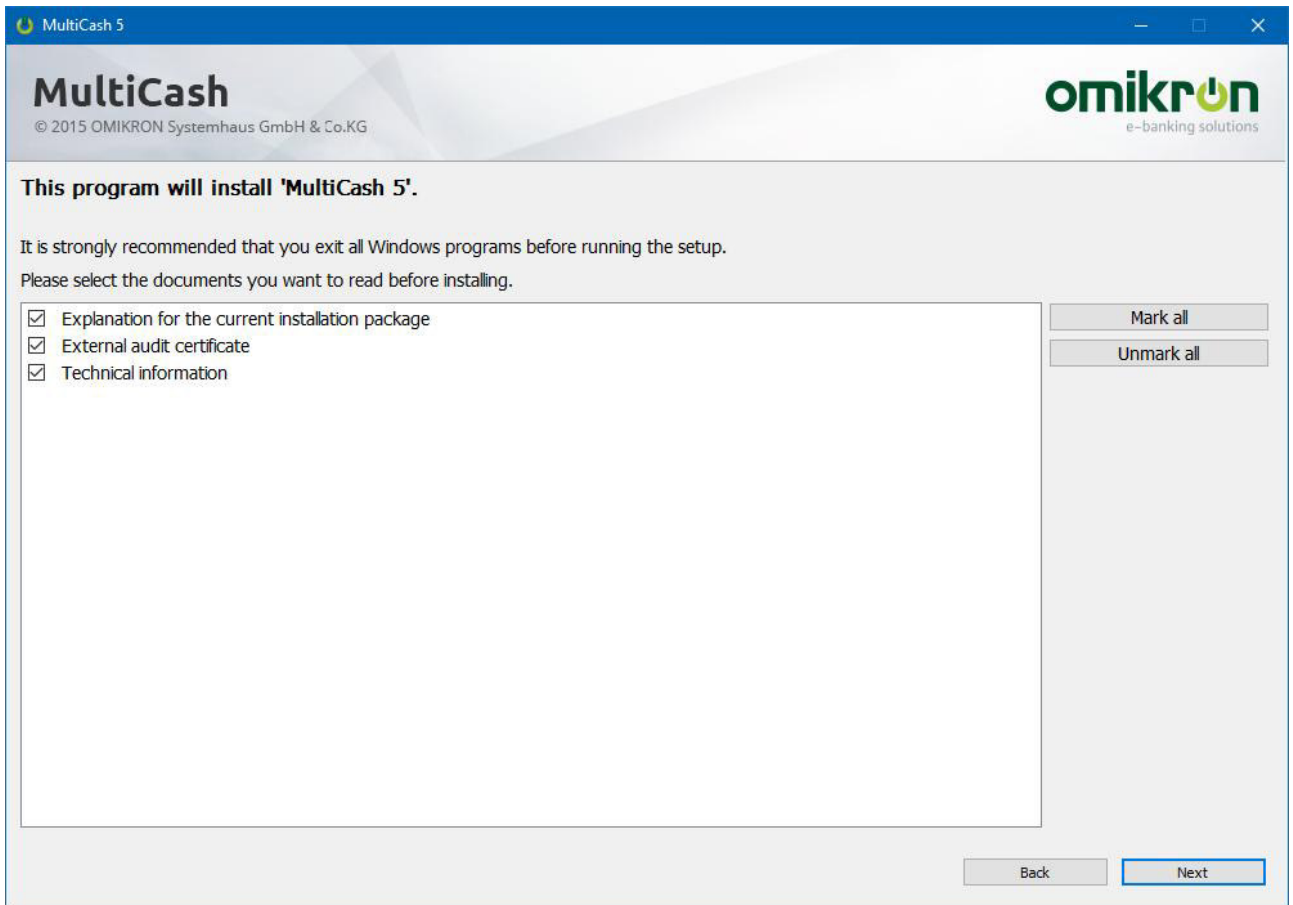
First, all the information required for the installation is prompted. This data can be edited and reviewed up until the very end by browsing through the pages on which it was prompted. Only after the confirmation of the summary at the end will the actual installation process begin.

So first click on the **[Next]** button.



3 Display of Additional Documents

The additional documents received in the installation package such as notes on the current installation package and license agreements are displayed here as they contain important information for the installation. Following this, please click on the **[Next]** button.



4 Chose Root Directory of the Installation

The root directory can be accessed by a UNC path or a drive mapping, even mixed for different computers in the network.

Remark:

As this application is almost always run as a central server application for multiple users, general access is always made using the program path; the work and database directories are generally placed relative to the file path of the program. This means that the program can be accessed simply via a single short-cut, and it is possible to transfer the entire environment to another server without any issues.

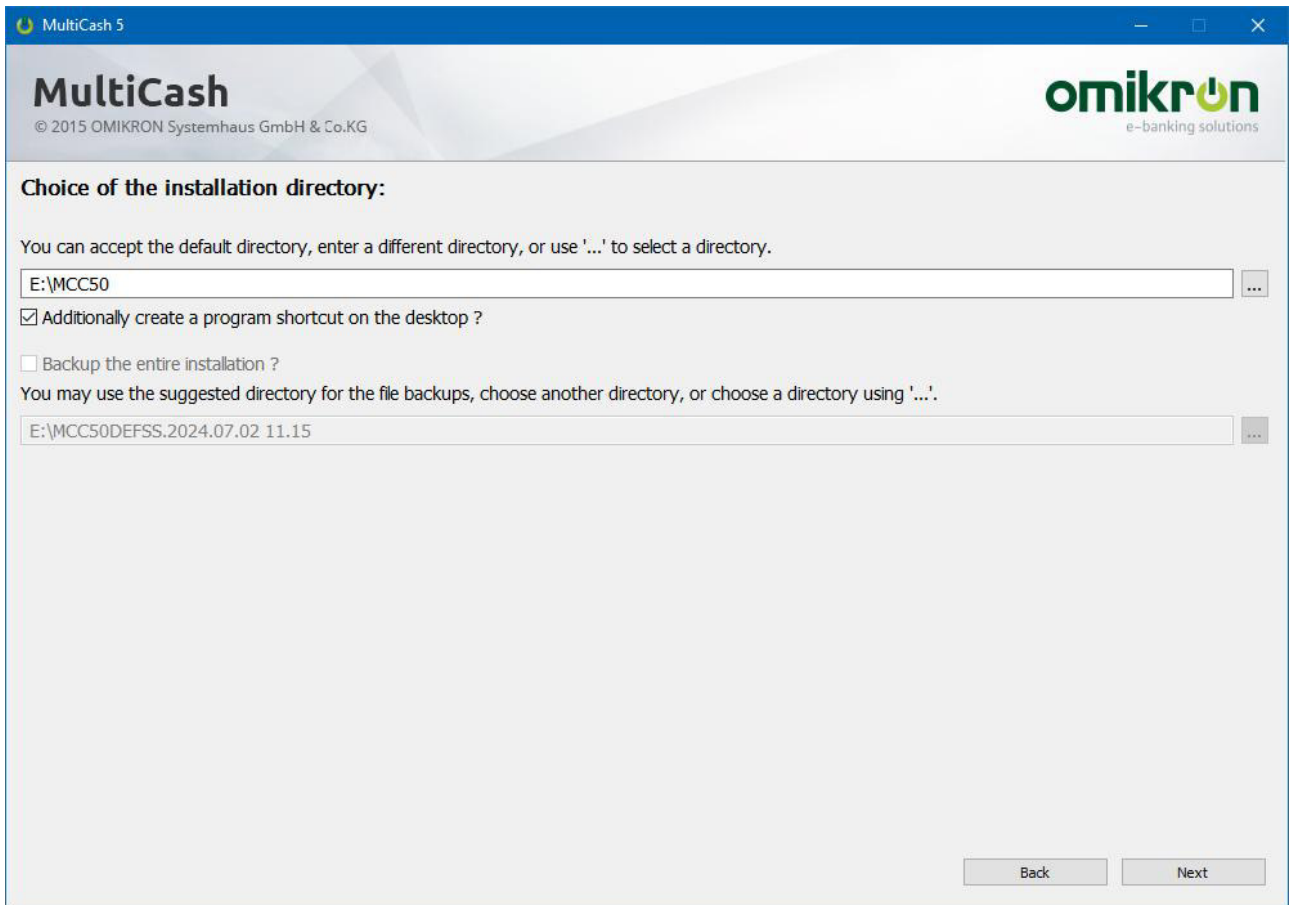
For a **first-time installation** the installation program will prompt a default installation directory. You can use the suggested directory, enter a different directory, or choose a directory using the [...] button.

If needed, a new directory can be created by using the [**Make New Folder**] button.

If you want to create a program short-cut on the desktop, the relevant checkbox must be activated.

If a version of the program system has already been installed (**update installation**), the installation program prompts the root directory to be the one in which the program has been installed up to now. In this case, a backup of all data from the previous version will be recommended. You can use the suggested directory for the data backup, enter a different directory, or chose a directory using the [...] button.

After setting the directories, click on the [**Next**] button.



5 System Configuration

Variante 1: Standard installation without database service:

The simplest installation creates the application environment in the chosen file path and configures the system to start the database-engine alongside the application on the current computer.

Remark:

This type of installation is recommended only for test and demonstration purposes. Again, this must not be installed to C:\Programs, as the data directories which are needed to maintain the servers must be installed in relation to the program directory.

For operational use by multiple users, the installation variant with the database service on a server should be used.

Variante 2: Server installation with local database service:

The standard installation with database service sets up the application environment in the given file path and configures the system so that the database engine can be started as a service on the current computer.

Optionally a user can be defined for the service (standard: local system account). This user will be logged on, and his service permissions will be verified during the set-up.

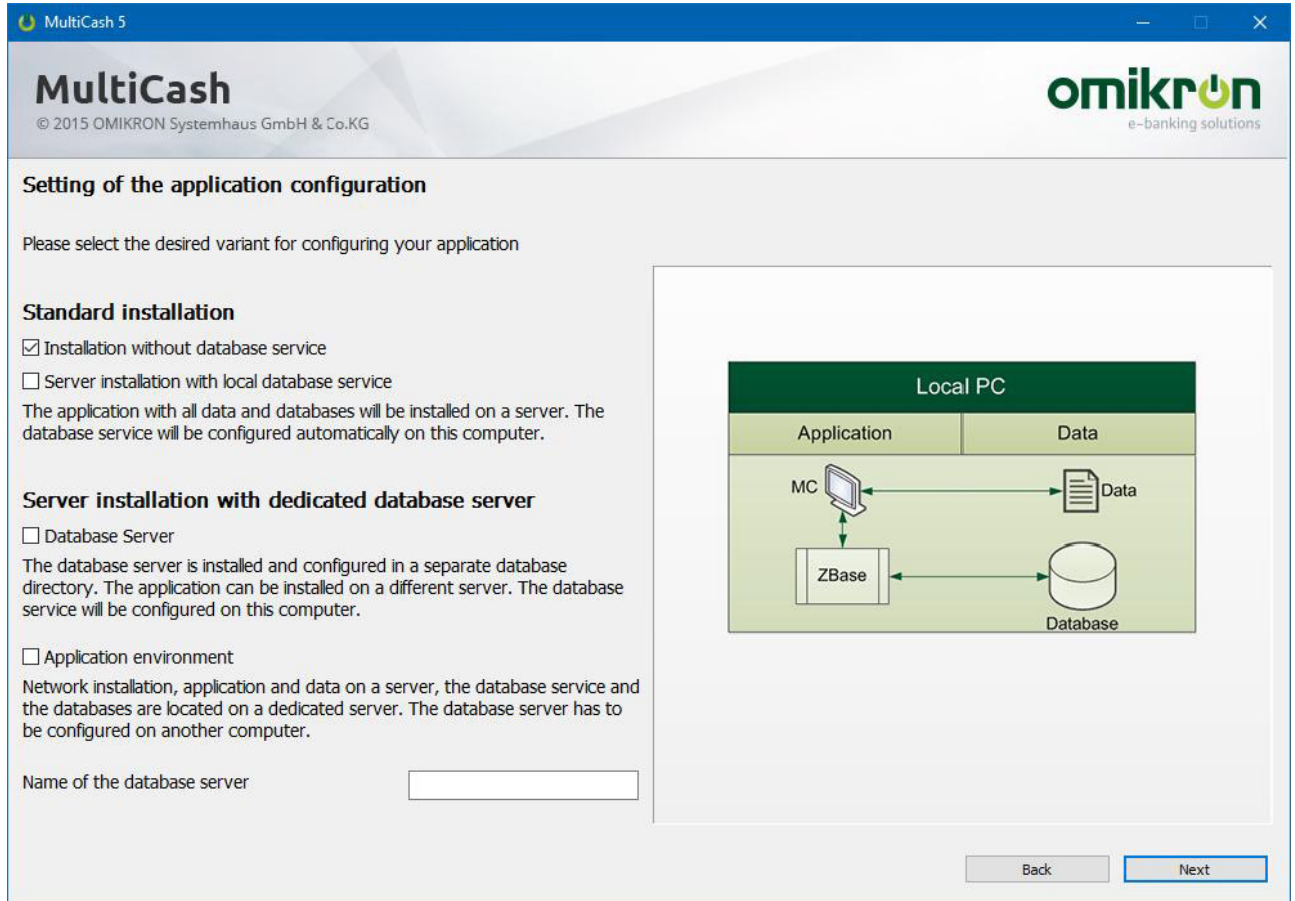
Finally the firewall rules for the database and the application are added.

Variante 3: Server installation with dedicated database server:

For this installation option, a separate database server is used, which only has to be accessible to the application server via TCP/IP connection. For this, the database engine must **first** be installed on the database server.

After this the application environment will be installed and the server's name will be entered.

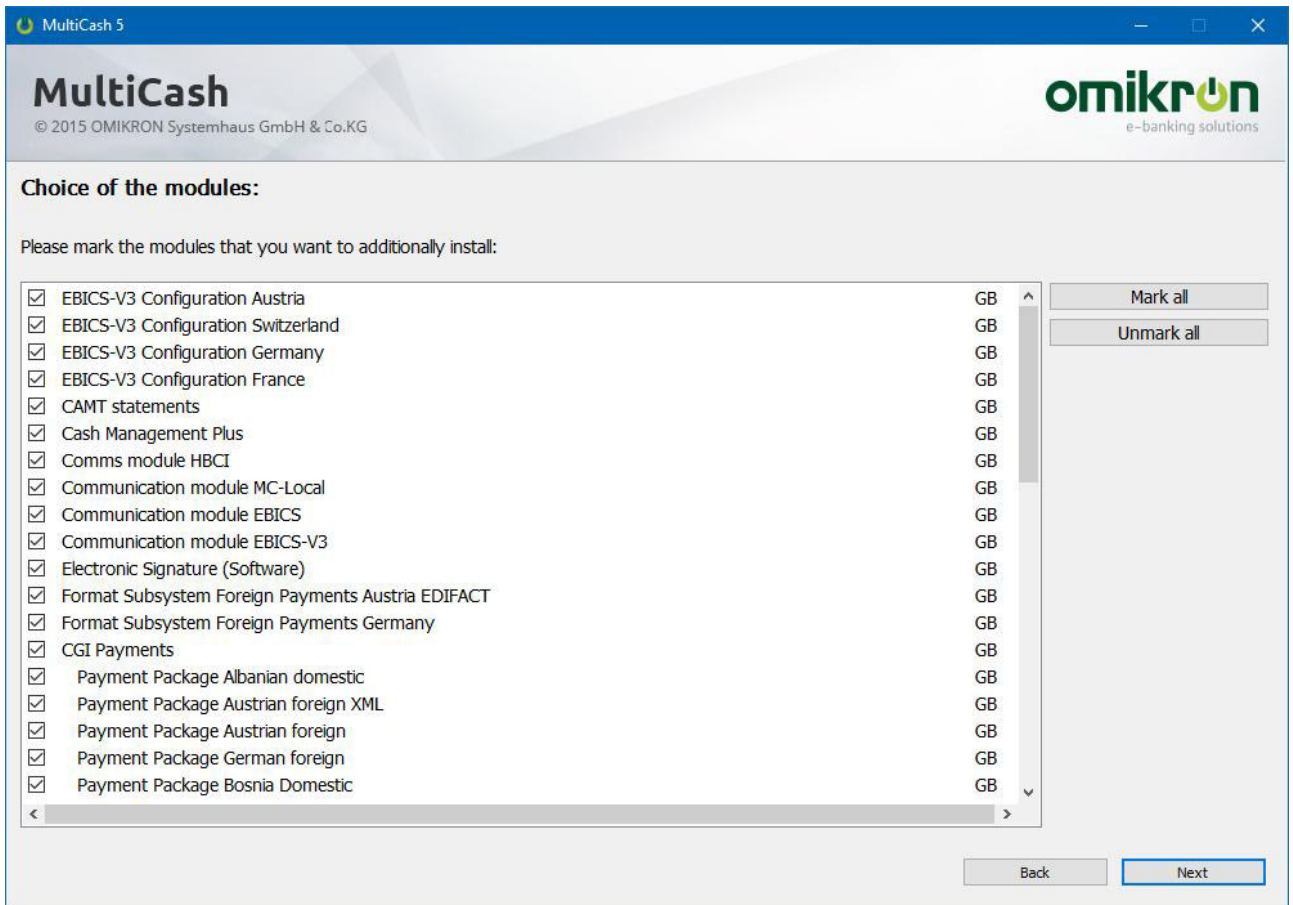
During the installation, the access to the database servers will be verified and if problems occur you will be informed accordingly.



6 Selecting Additional Modules

If you have licensed **additional modules** and you would like to install these, please mark the modules now.

After selecting the additional modules to be installed, click the **[Next]** button.

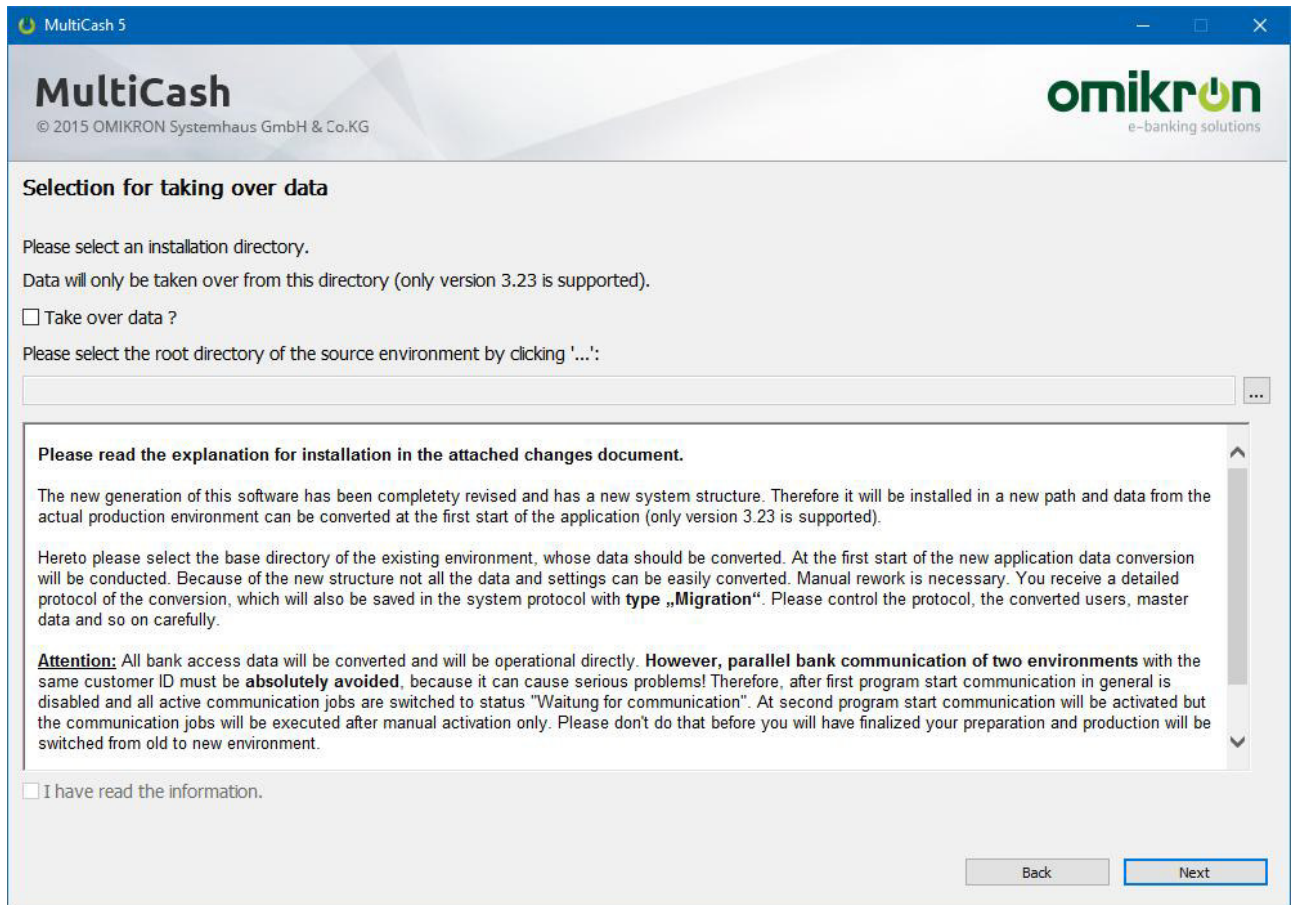


7 Select Directory for Data Migration (Optional)

The data from the previous version 3.23 can be automatically transferred into the new environment. To do so, select the installation file path of the old installation using the [...] button.

Please pay attention to the on-screen information. Please confirm that you have read these notes by using the checkbox **"I have read the information"**. It is strongly suggested that you read the comments on the update installation in the Changes document provided.

Following this, please click the [**Next**] button.



8 Important Security Notes

Master Password File Admin2.MPW for Initial and Emergency Access:

At the end of the installation, a unique master password file **Admin2.MPW** is generated solely for this environment. This file allows a special administrator to access the system without using a password under the username ADMIN2. This is the only possible way to access a new system at start-up, or later to access an environment for which all administrators either do not have access or have lost their passwords. For this reason, the special administrator ADMIN2 can create users and user groups alone even if approvals by other users are necessary in normal operation (4-eyes principle activated).

The master password file is a critical security component! After the set-up is complete, it must be secured in a safe place and must only be made available to authorized staff.

Note:

If you wish to keep multiple copies of a MPW file in different locations, you should consider that **for each use, the MPW file is updated** and, in the future, only the new version will be valid. Older copies will not provide system access any more.

Master Backup of the Program Environment:

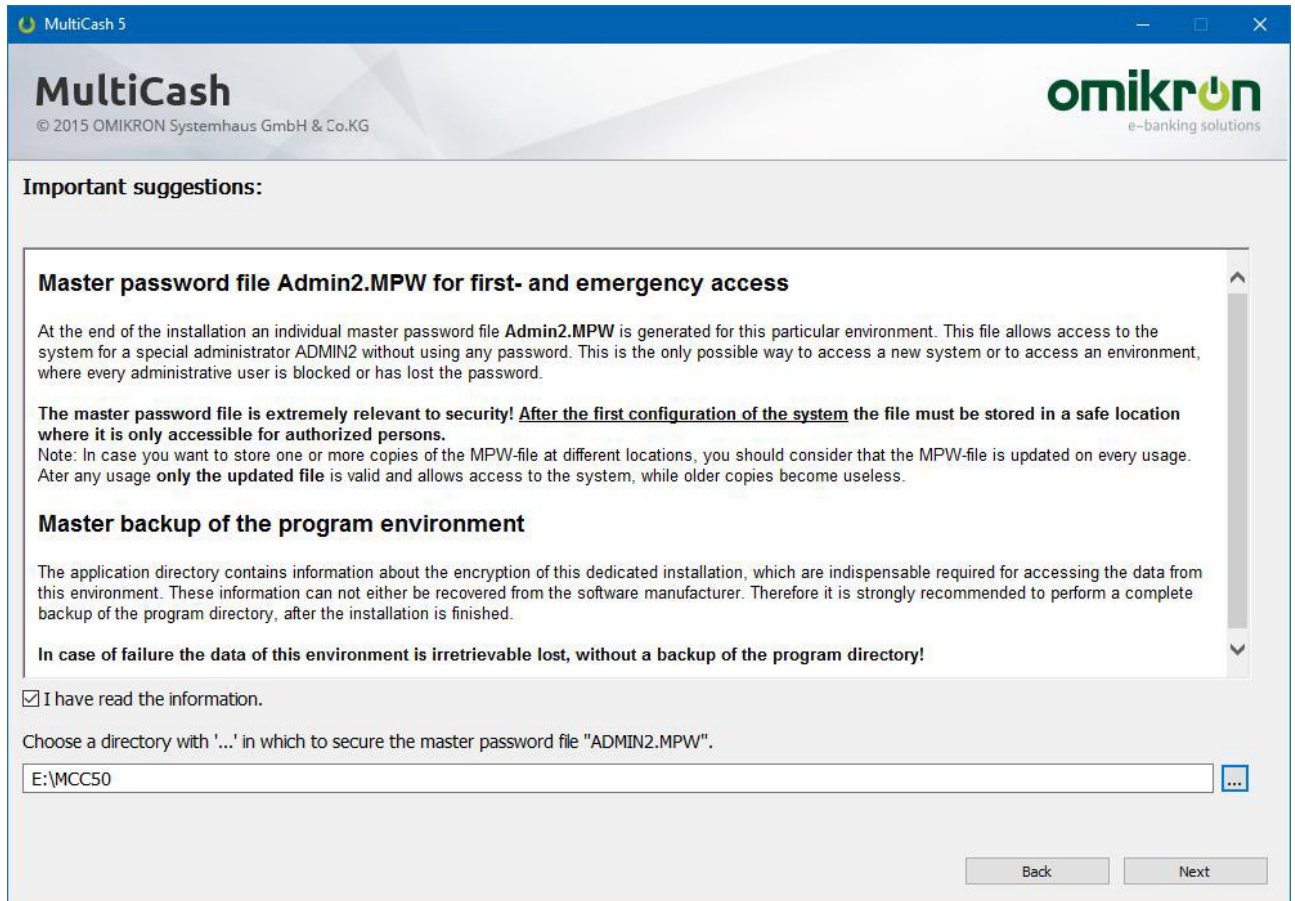
In the program directory, information on the installation-specific encryption is saved, without which access to the data in this environment is no longer possible (not even by the manufacturer). For this reason, an entire backup of the program directory should be made immediately after the installation. This should then be stored in a safe place.

Without a backup of the program directory, it is possible that – in case of errors - the data of the respective environment can be lost with no chance of recovery!

You must confirm you have read these important notes using the check-box "**I have read the information**".

Finally choose a directory using the [...] button on which the master password file ADMIN2.MPW is to be stored.

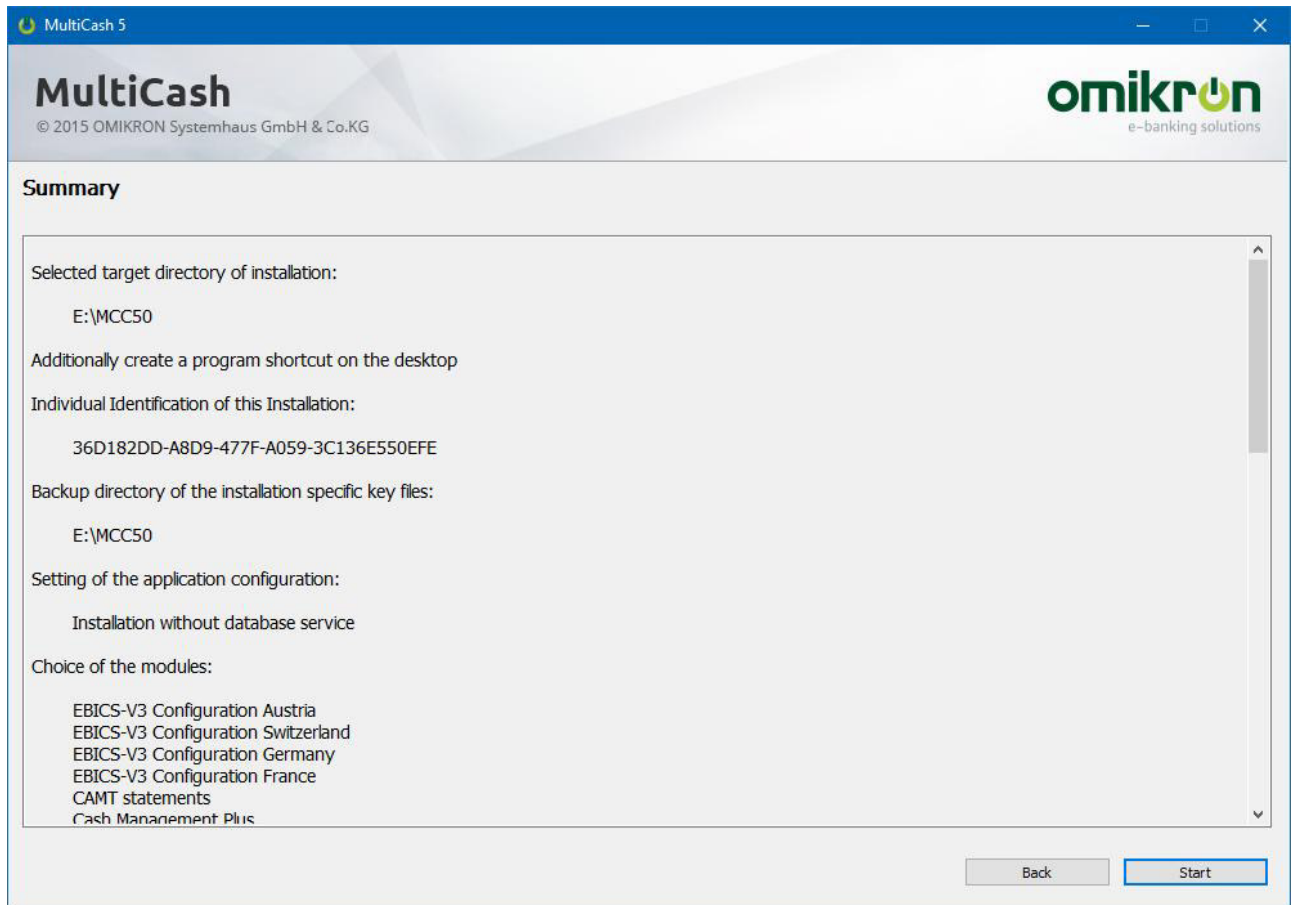
After choosing the directory, click on the [**Next**] button.



9 Summary of the Chosen Settings

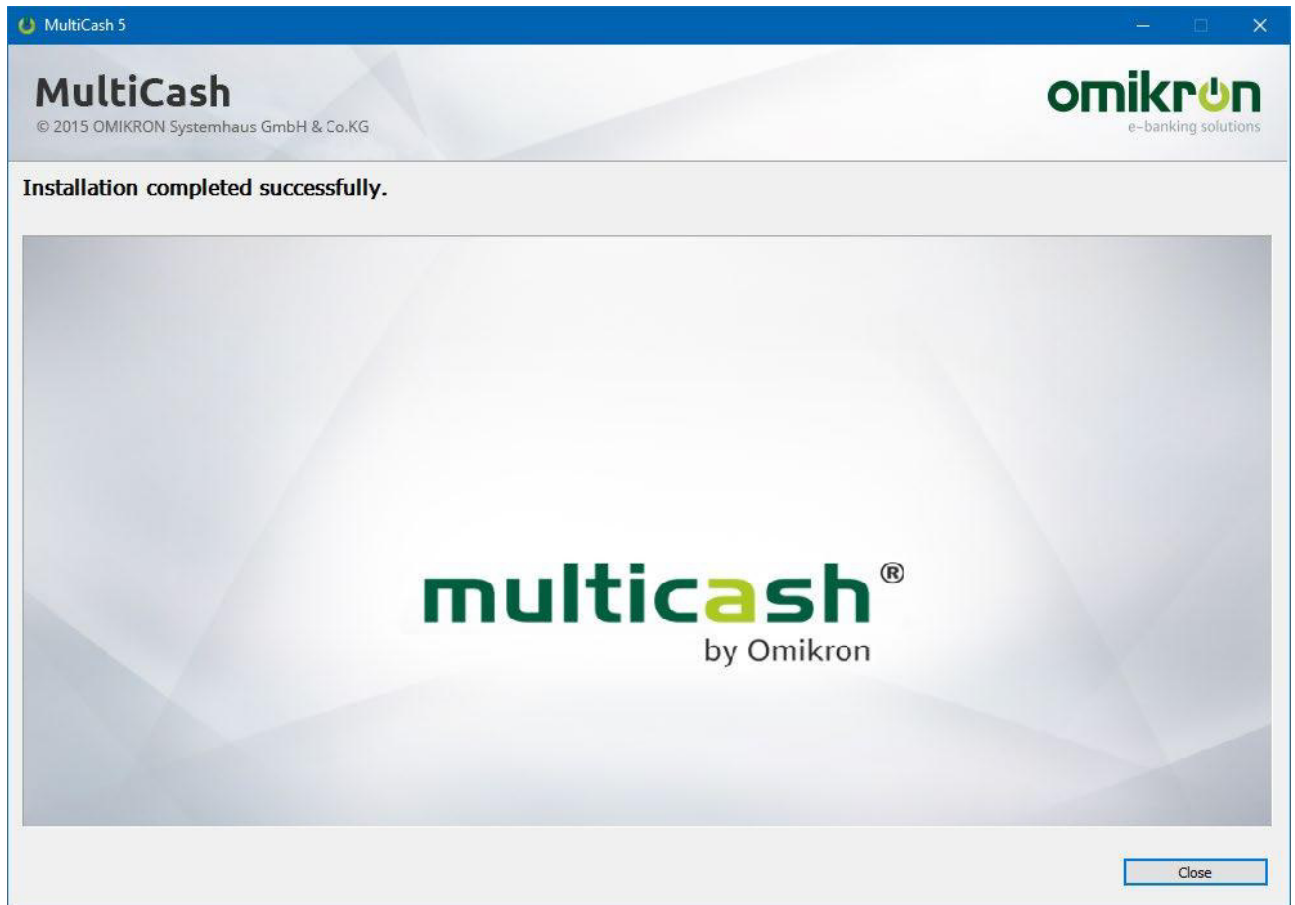
All chosen settings will be summarized for review now. Please check the settings in the summary. Only after the verification of the summary and clicking on the [**Start**] button does the actual installation process begin.

A progress bar located at the bottom edge of the installation window informs you on the real time progress made for the installation.



10 Completing the Installation

After successful installation, the installation process ends with a confirmation message. By clicking the **[Close]** button you complete the installation.



If you marked the relevant option, a short-cut will be available on the desktop through which the program can be opened.



Update Installation:

For an update installation the following steps will be completed automatically:

1. Before the update of the program, the service is ended automatically, and if necessary ended on a remote server, if the administrator running the update has the permissions to do so.
2. The application directory will be backed up in its entirety. The backup directories are marked with a time stamp, so that they can be explicitly identified (the time stamp can however be changed). In doing so the drive is checked to make sure there is enough free space for the backup.

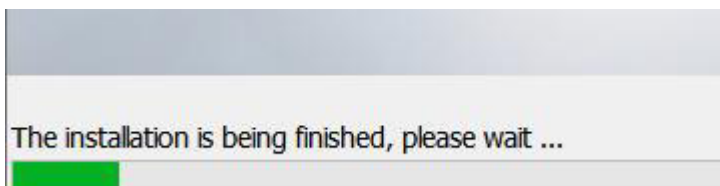
Remark: For the configuration variant with a separate database server an update installation must first be done on the database server, similarly to a new installation. The database directory is then automatically backed up.

3. The installation program then checks if all client connections to the installation directory have been terminated, to make sure, that no files can be accessed and therefore cannot be updated.
4. After the installation program has updated the program components, the service will be started again automatically, if applicable.

Update installations can also be performed in so-called SILENT mode. To do this, setup.exe is called with the /SILENT parameter.

```
Setup.exe /SILENT
```

The update of the target environment recorded in the registry is then accomplished without user interaction. Only a progress indicator appears.



Establishing the Network Workstations:

Through the new system structure a workstation can be set up simply by saving a short cut of the loader program (...\\PRG\\MCxWIN\\PRG\\loader33u.exe).

To do this "**ClientConf.exe**" can be called upon, which can be found within the installation directory. This program creates the necessary short cuts for users, including those without administrative rights.

Remark:

It is irrelevant if the program directory is accessed using the UNC path or by means of a drive letter (this does not even need to be defined the same way for all workstations anymore).

1.2 First program start

During the first start of the program, the following additional specifics are to be considered for the special administrator (ADMIN2) and for the data transfer (migration).

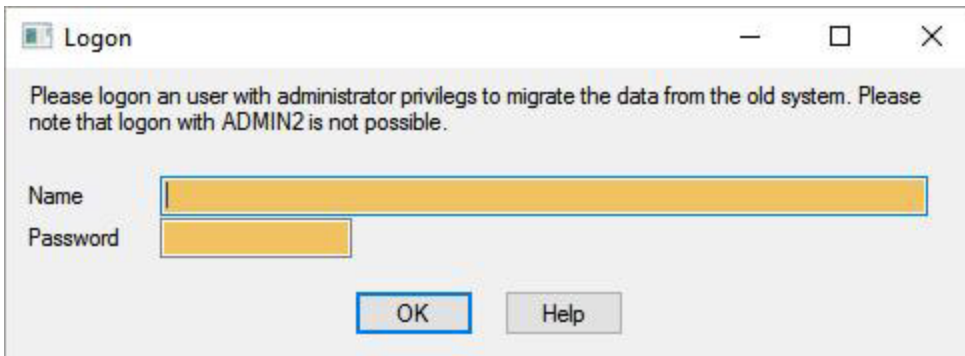
Following this, the system can be configured. In doing so you will be supported by a configuration help (comparable to configuration wizard).

1.2.1 Data migration

Please note:

First read the **Description of the Changes**, especially the hints for **preparing the data migration**.

If the **update installation with data migration** was chosen, the first logon has to be made for security reasons with a **user with administrative rights from the old system**.



If a data transfer was defined during the installation, then the data from the old installation will be taken over during the first program initialisation. The transferred tables and the result of the data transfer is displayed in a notice window.

The data migration is logged in the system log (type: **Migration**).

Due to altered structures in the data model, not all the data can be migrated automatically. Because of this, some areas must be checked and if necessary corrected after the data migration. In addition, there are some new data elements, which must be added manually after the migration.

Check the transferred data closely using the explanations in **data migration** in the **Description of the Changes**.

Even if no data transfer has been selected, the process runs at the start of the program and then shows in a window that no data has been transferred.

Finally, confirm with [**OK**].

Tables will be converted

Module	The following data will be taken over	Status
CGI	Read data from ADDRINFOPLI	
CGI	Read data from PLI database partner	
CGI	Read data from PLI33	
CGI	Add data from ADDRINFOPLI to ADDRINFOCGI	Ok. 0 entries have been taken over.
CGI	Add data from PLI database partner	Ok. 0 entries have been taken over.
CGI	Add data from PLI33	Ok. 0 entries have been taken over.
CGI	Migrate data from SKA	
CGI	Read data from SKA database partner	
CGI	Read data from SKA33	
CGI	Add data from SKA database partner	Ok. 0 entries have been taken over.
CGI	Add data from SKA33	Ok. 0 entries have been taken over.
CGI	Migrate data from UZV	
CGI	Read data from ADDRINFOUZV	
CGI	Read data from UZV database partner	
CGI	Read data from UZV33	
CGI	Add data from ADDRINFOUZV to ADDRINFOCGI	Ok. 0 entries have been taken over.
CGI	Add data from UZV database partner	Ok. 0 entries have been taken over.
CGI	Add data from UZV33	Ok. 0 entries have been taken over.

A lot of data from your previous program version is now being taken over. Please check that the data application of your system parameters, bank profile, interface etc. has been successful.

Due to security reasons the communication is inactive after the data has been taken over. The communication will become active once the program is reopened, if this is configured as such in the transfer parameters.

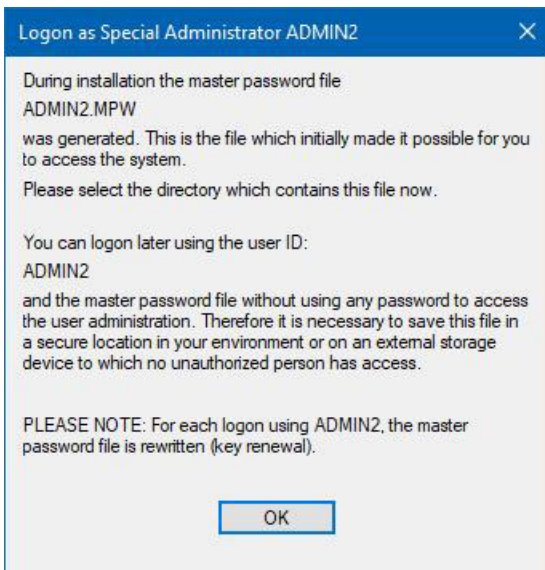
OK

1.2.2 Logon with the special administrator ADMIN2

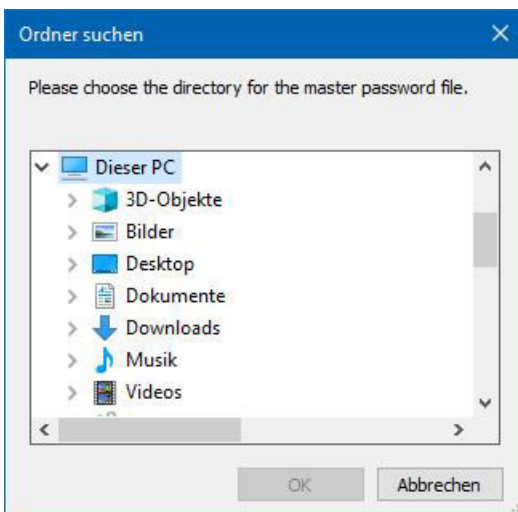
Please note:

If the installation option with data migration was chosen, the first logon may not be made as ADMIN2 user, but has to be made for security reasons with an user with administrative rights from the old system (for more on this see next Chapter 1.2.2).

For the **initial program access to a new environment** the master password file is required, which was created on installation, with which the special administrator ADMIN2 can complete the logon automatically.

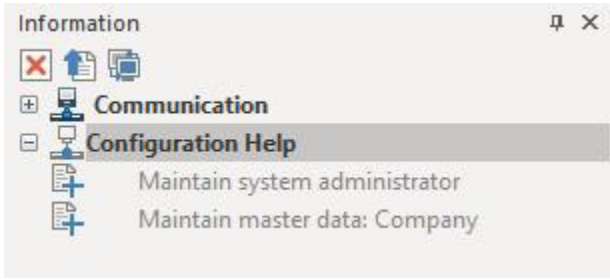


Select the directory which contains the master password file. Finally, confirm your selection with [OK].



For security reasons this administrator is **only authorized to create administrative user groups and administrator users**.

As the special administrator ADMIN2, create a system administrator, who then completes the remaining configuration after he successfully logs on (see Chapter 1.2.3).

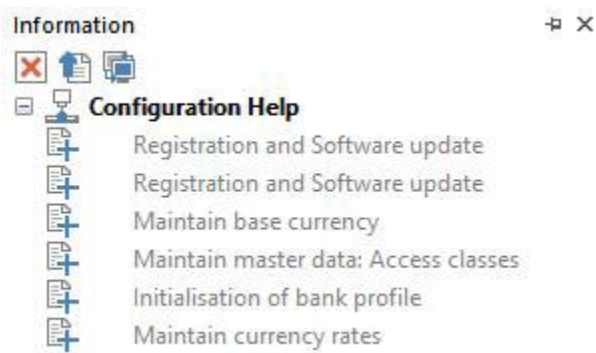


1.2.3 System configuration

Log on new as the system administrator.

The initial access password must be changed after the first logon.

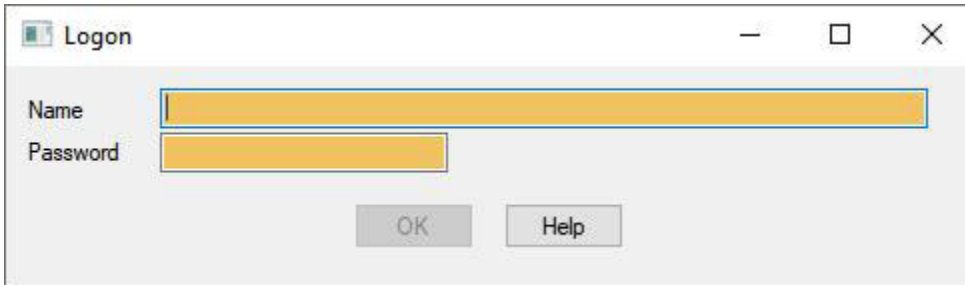
In the "**Information**" window, you will find a "**Configuration Help**", which will support you during the configuration of the program. After you double-click on a particular entry, the relevant functions are called, and the necessary settings can then be made. The corresponding entry then disappears from the configuration help. A separate document is included with the installation set for configuration help: **QR-MCC-Quick_Reference_for_Administrators-GB.pdf**.



Alternatively, you can finish the system configuration using the **check list for the system set up** in the **Description of the Changes**.

1.2.4 Logon other users

Before you are authorized to work with the program system, you must log on to the system.



To log on to the program, enter the user name notified to you by the system administrator. As **name** you can both use the user abbreviation and the long version of the name (max. 35-digit).

Please note:

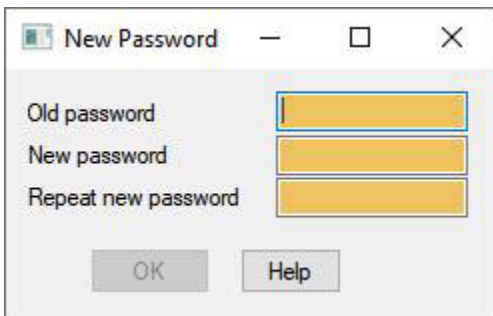
The entries are converted by the program to upper case letters.

Use the TAB key or a mouse click to move to the next input field, in which you enter your **password** (max. 16-digit). The entry is made concealed.

Confirm subsequently your entries with the **<Return> key** or by clicking the [**OK**] button.

The program checks your access permission.

In case of a first logon the first logon password must be changed subsequently. Confirm the corresponding note with [**OK**].



Enter first the old password. Assign a new password, repeat this and confirm with [**OK**].

If applicable, you are first initialized with this and must then be approved by a system administrator. Confirm the corresponding note with [**OK**] and contact your system administrator.

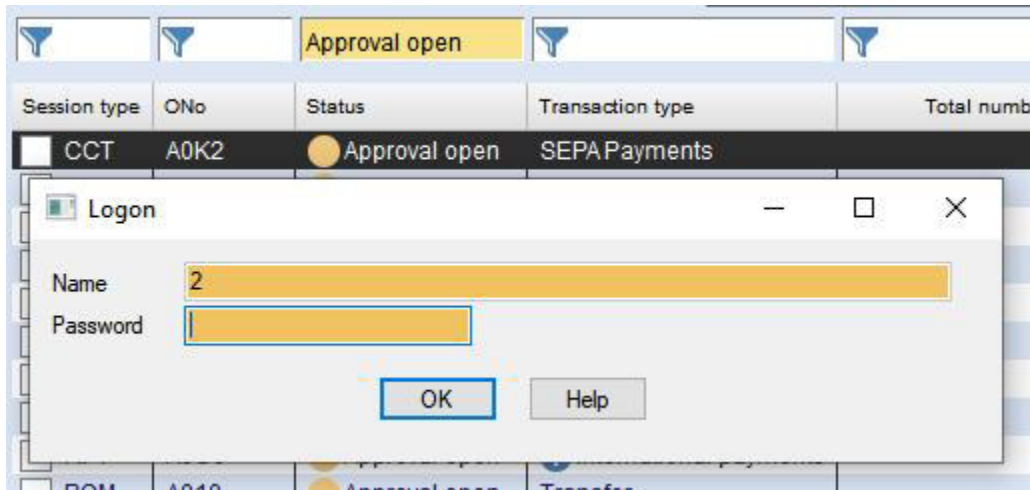
After the approval by the system administrator you can log on again.

If the system access permission is currently valid, you can now use the program.

Is the system access permission not currently valid for certain reasons (e.g. validity period of the password expired, user name or password do not match those saved in the system), your system access is refused with the following message.

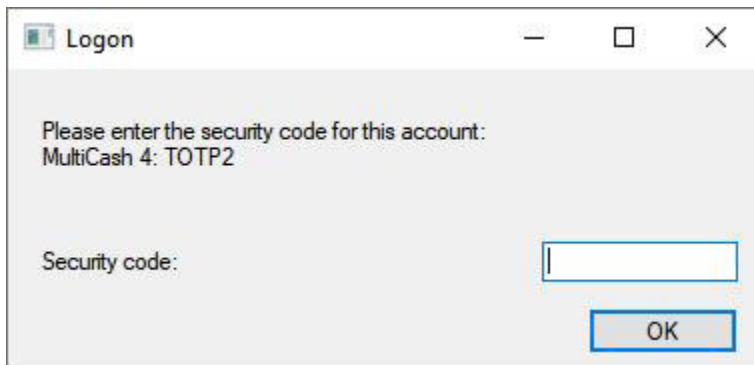
Concerning a multiple false password entry the system answers with an increasing time delay, after which a renewed logon is again possible.
Confirm the corresponding note with **[OK]** and contact your system administrator

If the "Ask user logon password for approval" parameter has been set, the above logon mask also appears on approvals in the Communication Manager to prompt the user password. In order to approve the appropriate record, you must add the password and confirm it with **[OK]**.



1.2.5 User logon with strong authentication

If you have been enabled for the user logon procedure with strong authentication, you must enter a security code generated in an authenticator app in addition to specifying the name and password (cf. Chapter 1.2.4: *Logon other users*). For the setup, see Chapter 2.4.7: *Strong authentication property page (additional module)*.



Enter the security code displayed in the app and confirm with [**OK**].