

INSTALLING THE CCS SYSTEM USING A CD

Title	Installing the CCS System using a CD
Category	SYSTEM SETUP
Document Number	TN0023
Software version	1.08
Application	SYSTEM
Create Date	25 November 2004
Revision Date	09 February 2005
Document Version	Final
Author	Sello Sobekwa
Support	support@ccssa.com

INTRODUCTION

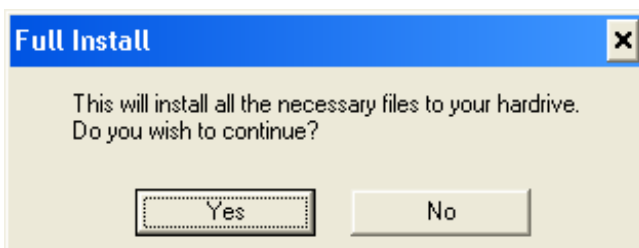
The CCS System can be updated using CD's obtainable at the CCS Johannesburg offices on request.

STARTING THE INSTALLATION

- Exit the CCS System and preferably all other applications that may be running.
- Insert the CCS software CD into the computer's CD Rom drive.
- The CD will automatically run and the installation screen will appear as depicted below.
- If the installation screen does not appear, the CD can be run by double clicking on the *CDSetup.exe* file located on the CD from Windows Explorer.



- Select "Full installation – recommended" option and click on *Next>>*.



- The above message is then displayed for confirming the full installation option selected previously. Click on "Yes" to continue.

SETUP INTRODUCTORY MESSAGE

- This dialog box displays the information about the version of CCS to be installed. Read and Click on *Next>>* to start the installation.



THE SYSTEM AND DATA AREAS FOR THE CCS INSTALLATION



- Ensure the system and data paths are correct. CCS automatically defaults to the CCSWIN folder on the local disk drive C: for both the system and the CCS data locations which is recommended. Please note that this may look different for network installations.
- Click on *Next>>*.

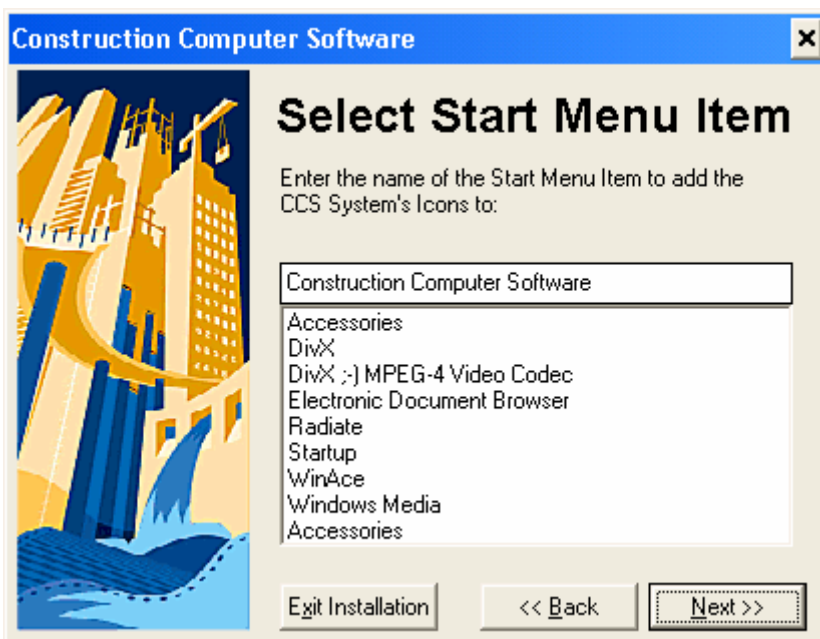
CREATING A SHORTCUT TO CCS ON THE DESKTOP

A shortcut is required to load the CCS System from the desktop icons. If a CCS shortcut already exists, select "No – Do not add the Shortcut", and if this is the first CCS installation and the shortcut does not exist yet, please select "Yes – Add Shortcut to Start Menu" and click on *Next>>*.



ADDING THE CCS SHORTCUT TO THE WINDOWS START MENU

- If the selected option from the previous menu is "Yes – Add Shortcut to Start Menu", this dialog box below will be displayed which we suggest that it is left as is, and click on *Next>>* to run the installation complete to 100% including the CCS Help files.



INSTALLING THE PDF PRINTER

The CCS documents and reports can be exported to PDF (Printable document format) to allow other individuals who do not use or have the CCS System to view these reports without the ability to edit them. This facility of exporting to PDF requires the CCS users to have the PDF Printer installed on their computers for the export to happen. The PDF Printer can also be installed from the CD.

- After the completion of the CCS System installation, the Amnyuni PDF message is displayed which is followed by the PDF printer installation. Please wait for the installation to be complete and then click on *OK*.

RUN CCS AFTER THE INSTALLATION.

Please load the CCS System after installation to verify that the installation was successful.

KEEPING CCS UP TO DATE

CCS Users need to get into the habit of updating their CCS System at least once a month.

- The latest version of the CCS System can be downloaded from the Internet on the CCS website at www.ccssa.com . The downloaded files can or may be used for a new CCS installation or to update an existing CCS installation.
- Alternatively as mentioned earlier on this TechNote, CD's with the latest version of the System are always available at the CCS Johannesburg offices on request.