

Douglas & Associates, Inc.

Forensic Filer VERSION 5.4.xx

Prerequisites:

PC with a minimum of 1GB memory
Minimum 500MB of free hard disk space

SERVER

(Run this part of the install from one of the network attached workstation PC's)

For a PC with Windows 2000/XP/VISTA installed.

Please note – If you are running Windows 2000/XP/VISTA you must be logged on the PC as the ADMINISTRATOR or with administrator rights using your user password.

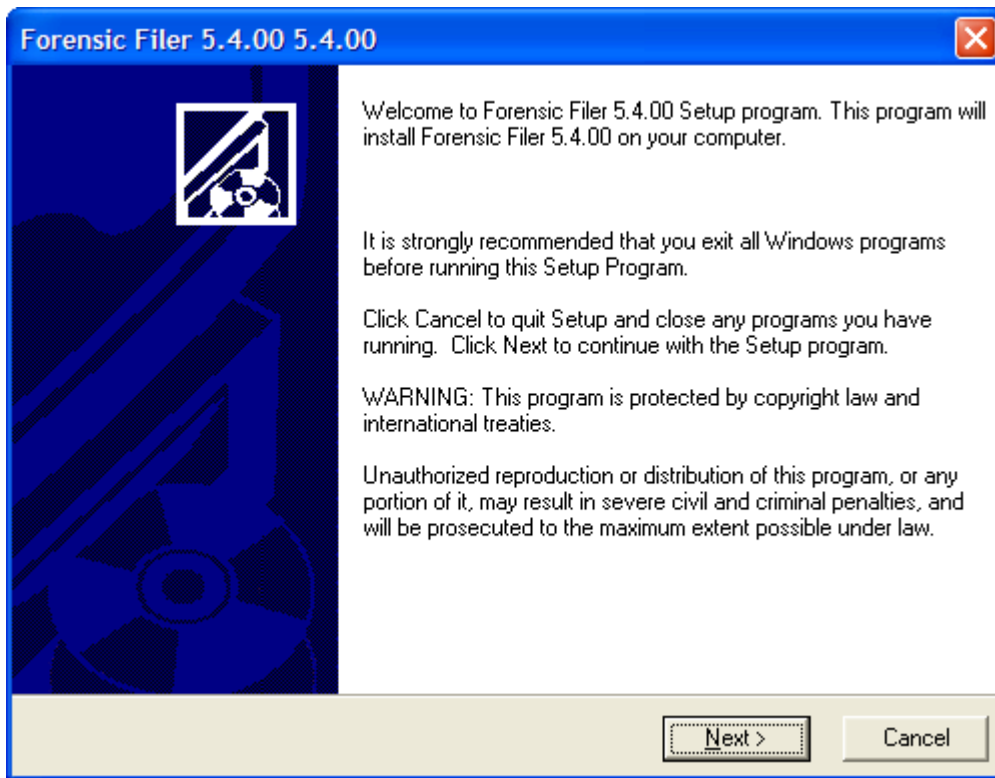
Step 1: Insert the CD into the CDROM drive, the Forensic Filer install screen will appear automatically.



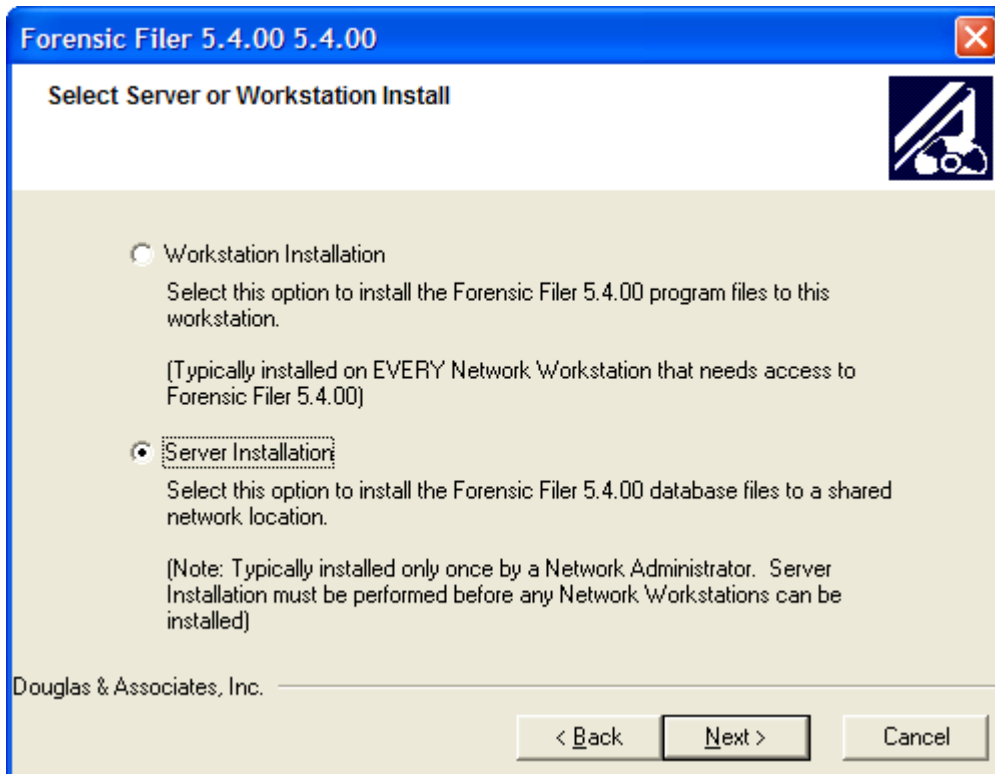
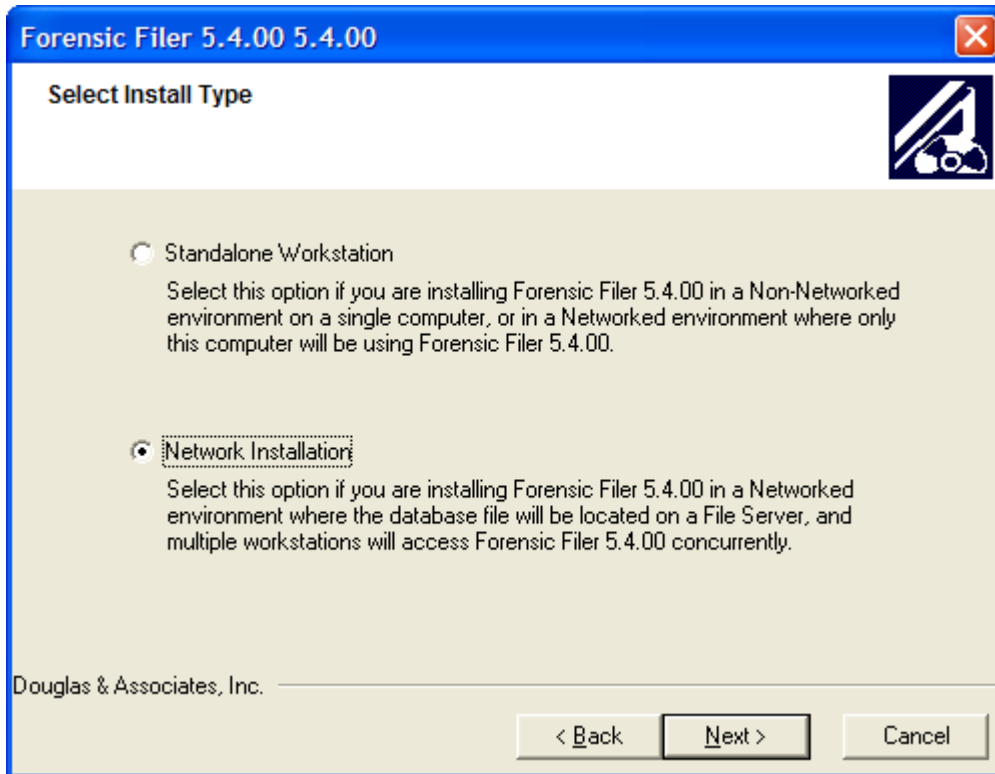
Step 2: Select INSTALL FORENSIC FILER

PLEASE NOTE- THE SERVER INSTALLATION MUST BE PERFORMED BEFORE ANY NETWORK WORKSTATIONS ARE INSTALLED

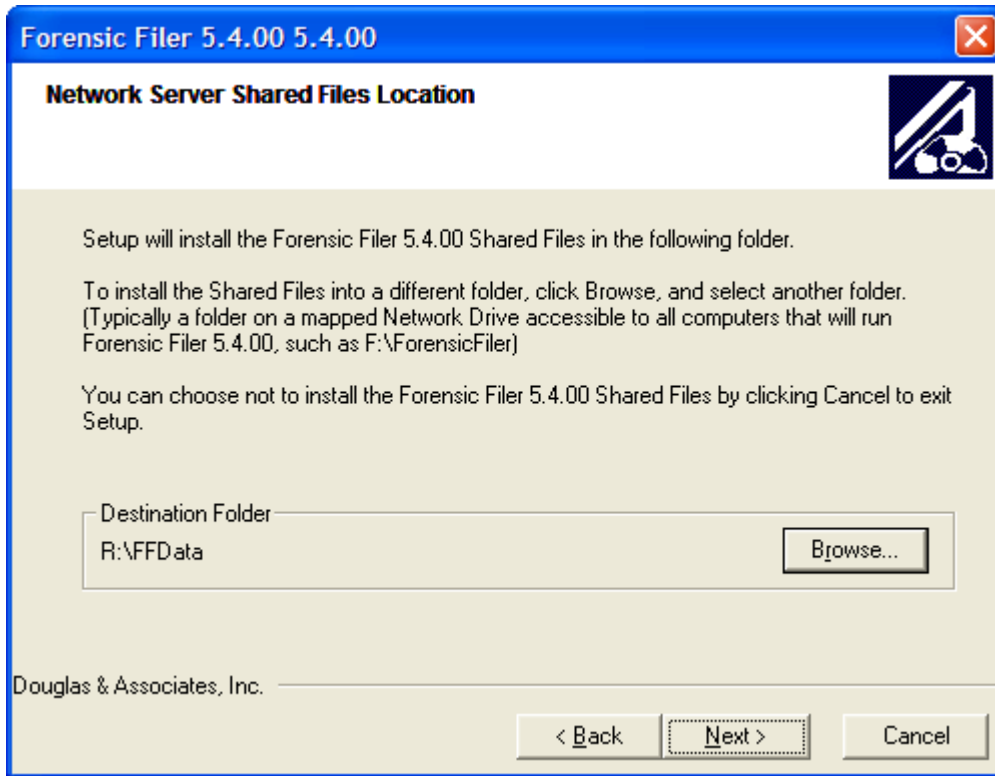
PLEASE NOTE – DO NOT install Sync Server unless instructed



Step 3: Select NEXT to continue

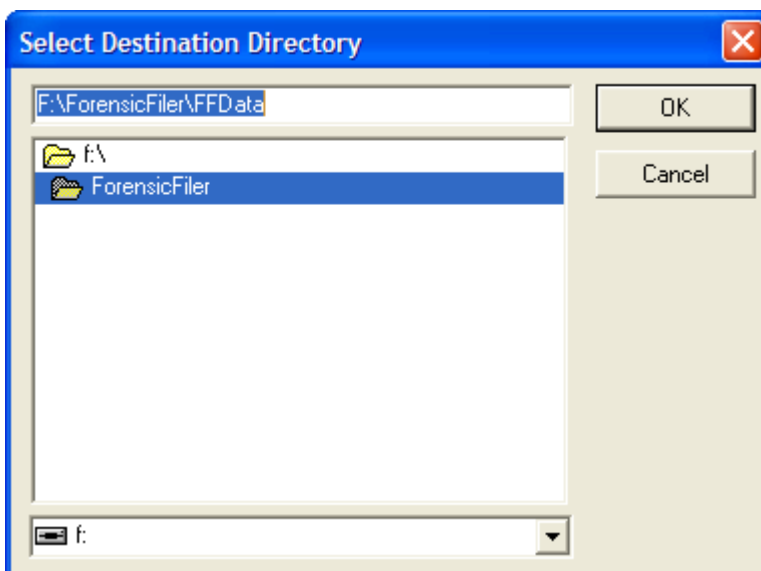


Step 4: Select NETWORK then SERVER INSTALLATION



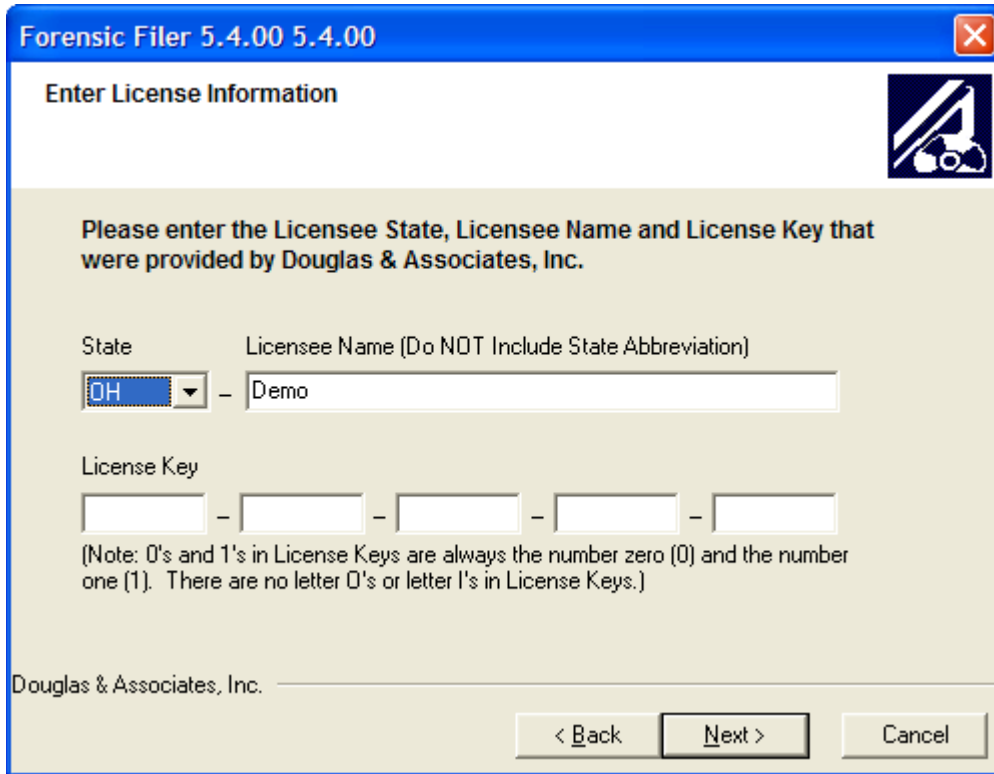
Step 5: Select the BROWSE button and select the **network server drive** where the database is placed.

The following screen is an EXAMPLE of a network drive called F:\.



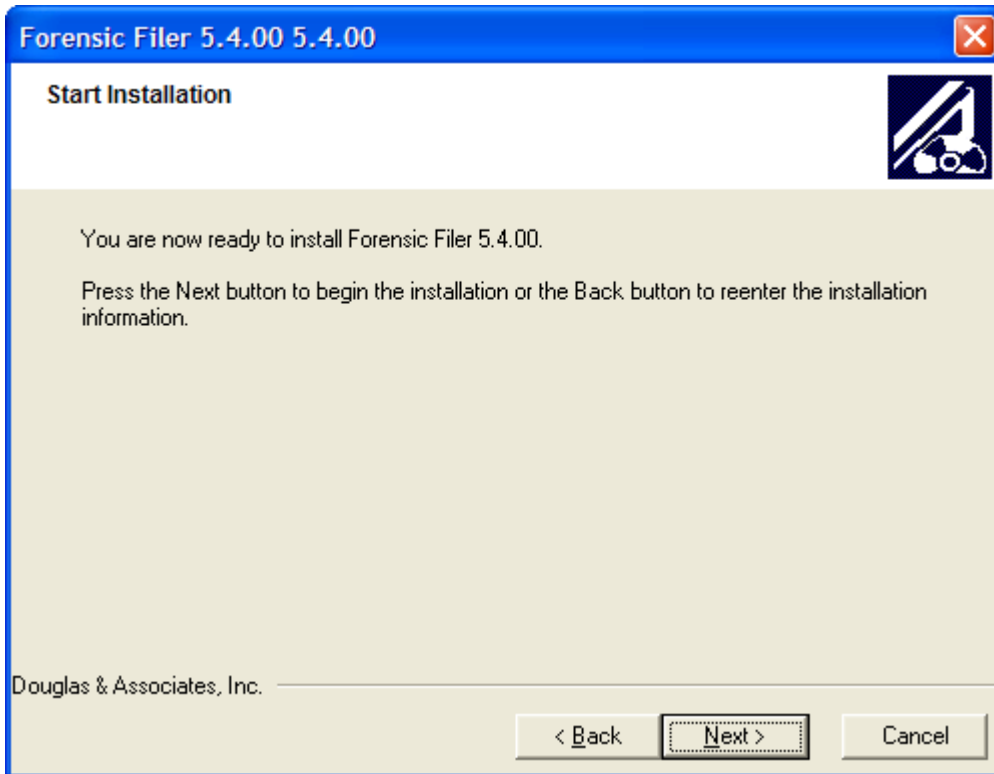
Step 6: Select OK to continue.

The following screen is displayed.

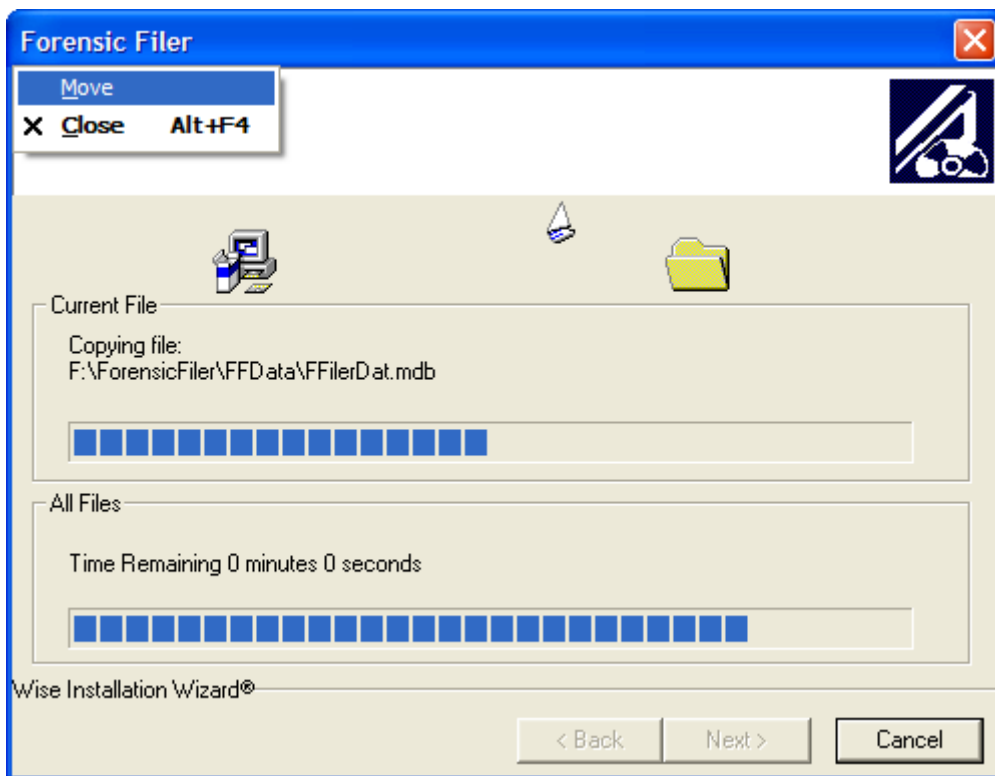


The screenshot shows a Windows-style dialog box titled "Forensic Filer 5.4.00 5.4.00". The main heading is "Enter License Information". Below this, there is a sub-heading: "Please enter the Licensee State, Licensee Name and License Key that were provided by Douglas & Associates, Inc." The form contains three input fields: a dropdown menu for "State" with "OH" selected, a text box for "Licensee Name (Do NOT Include State Abbreviation)" containing "Demo", and a series of five text boxes for the "License Key" separated by hyphens. A note below the license key fields states: "(Note: 0's and 1's in License Keys are always the number zero (0) and the number one (1). There are no letter O's or letter I's in License Keys.)". At the bottom left, it says "Douglas & Associates, Inc." and at the bottom right, there are three buttons: "< Back", "Next >", and "Cancel".

Step 7: Enter the license name and license key **exactly** as shown on your license document.

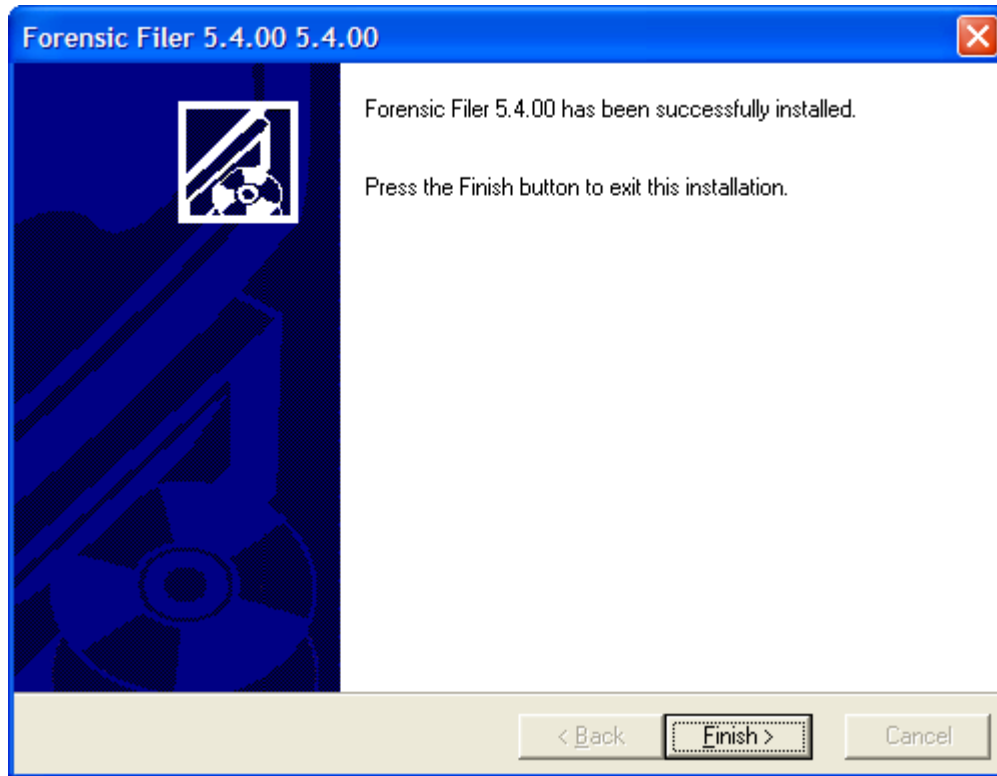


Step 8: Select 'NEXT' button to start the server database install process.



NOTE: You must change the share permissions for the Forensic Filer folder to allow both read and write operations.

When all of the files are installed, the following screen will be displayed.



Step 9: Select 'FINISH' to complete the SERVER portion of the installation.

PLEASE NOTE – When running a new server install from a Windows Vista PC the installation process will run normally until you select the FINISH button. Windows Vista will display a popup message asking if the program installed correctly. This message appears because during the install of the database to the “Network Server” the program does not make any registry changes on the PC that is running the installation. This is normal when running Windows Vista and the proper response to the question should be “YES”.

This message does not occur when running the NETWORK WORKSTATION portion of the installation.

NETWORK WORKSTATION INSTALL

For a PC with Windows 98/2000/XP and Microsoft Access 2000 (or above) installed.

Please note – If you are running Windows ME/2000/XP you must be logged on the PC as the ADMINISTRATOR or with administrator rights using your user password.

Prerequisites:

PC with a minimum of 512MB memory 1GB for Vista
Minimum 300MB MINIMUM free hard disk space

Note: You need to map a network drive on the PC to point to the Forensic Filer database folder on the server.

Step 1: Insert the CD into the CDROM drive

Step 2: When the program starts automatically, select Install Forensic Filer from the menu.



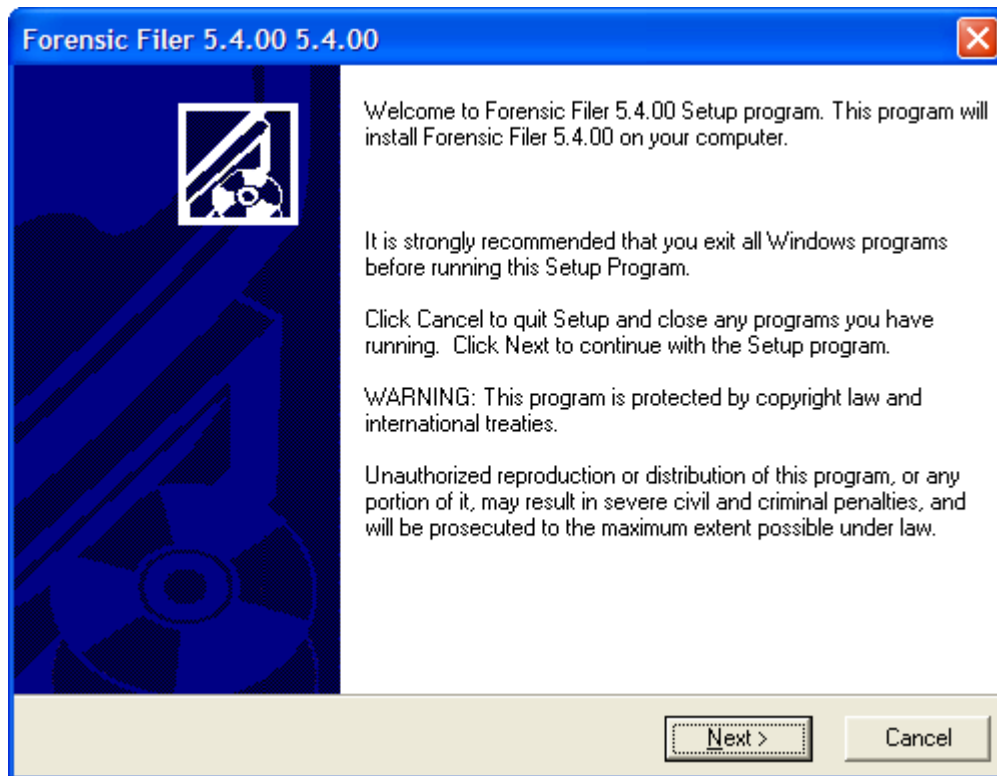
If install program does not start automatically, select Windows Explorer or My Computer, then right click the mouse on the CDROM drive and select EXPLORE to display the file names contained on the CD.

Select the "Setup.exe" file from the CDROM. To start the Forensic Filer install.

Then select Install Forensic Filer from the menu

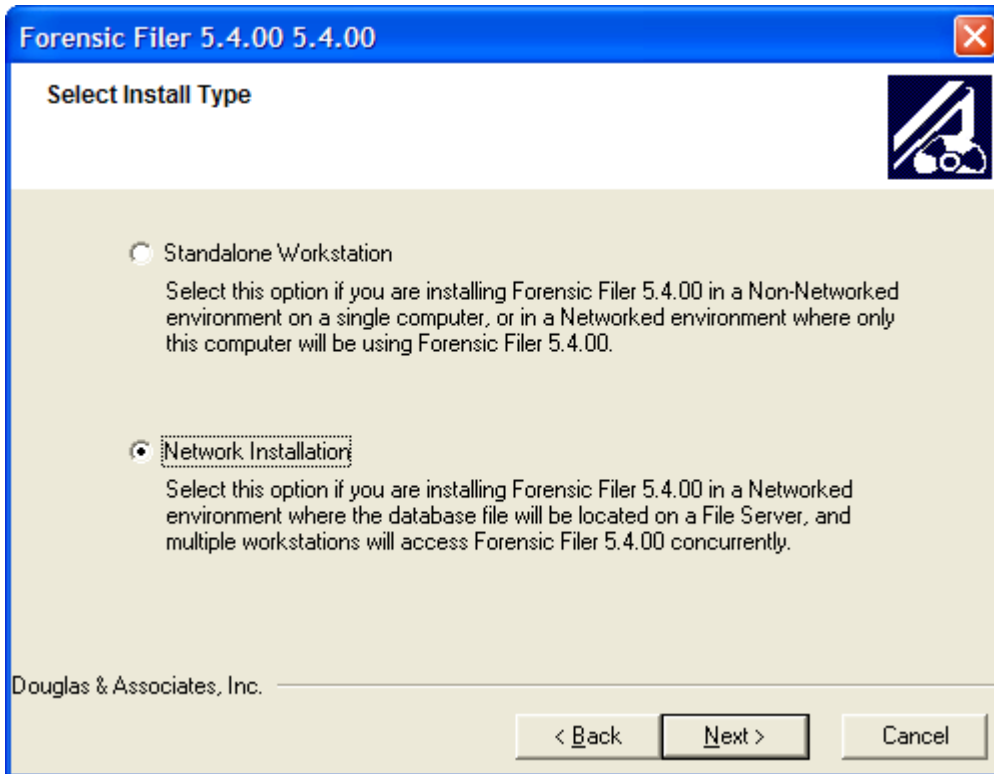
VISTA USERS - When initially running the install , you will be prompted by Vista User Account Control asking if you will "Allow" this program to access your computer. This is standard and normal under Vista for all software installations.

PLEASE NOTE – DO NOT install Sync Server unless instructed



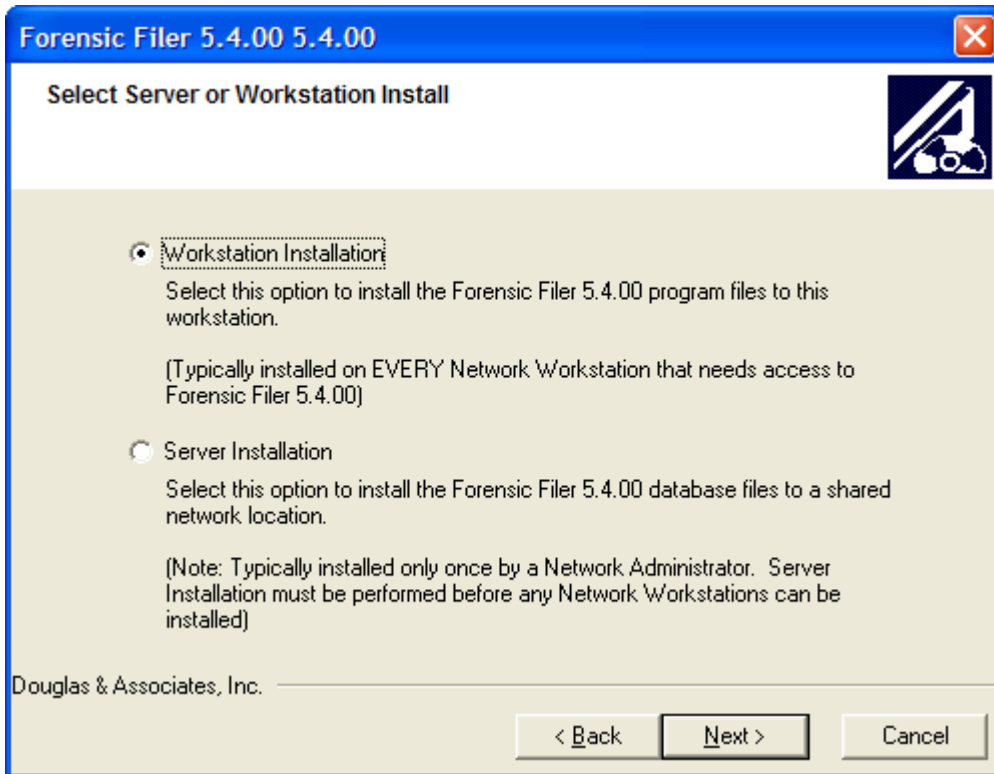
Step 3: To install Forensic Filer on a NETWORK WORKSTATION select the 'NEXT' button. Select the 'CANCEL' button to cancel the installation.

After selecting the 'NEXT' button the following screen will display.



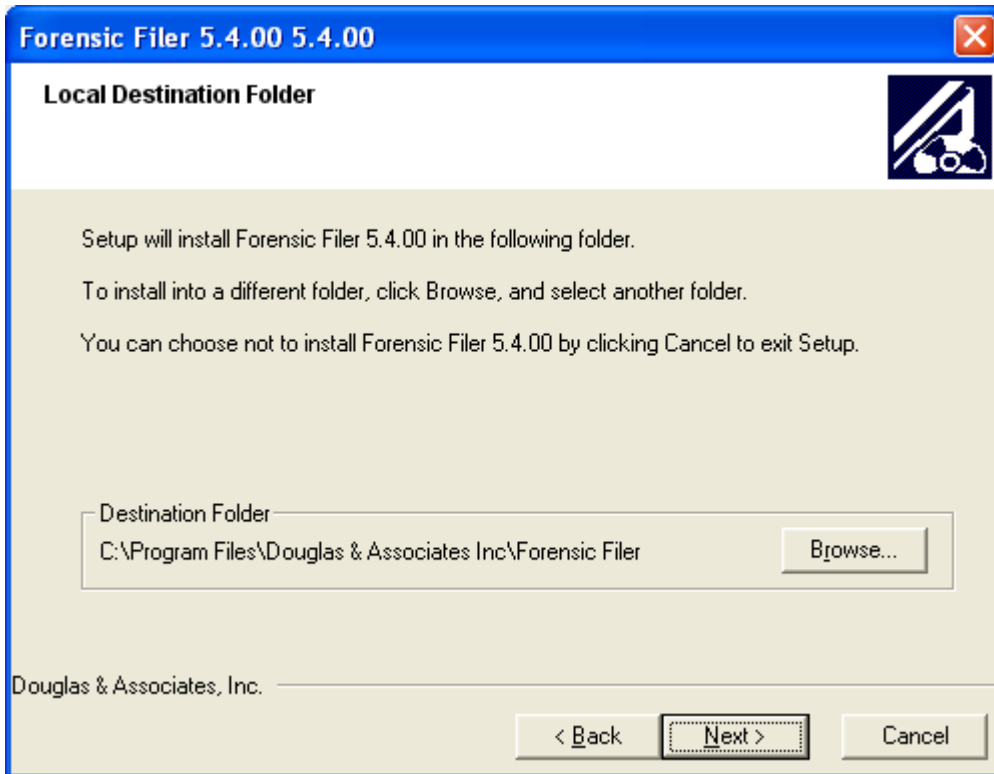
Step 4: To install the program on a networked PC select the “NETWORK INSTALLATION” button, then select the ‘NEXT’ button.

After selecting the ‘NEXT’ button the following screen will display.



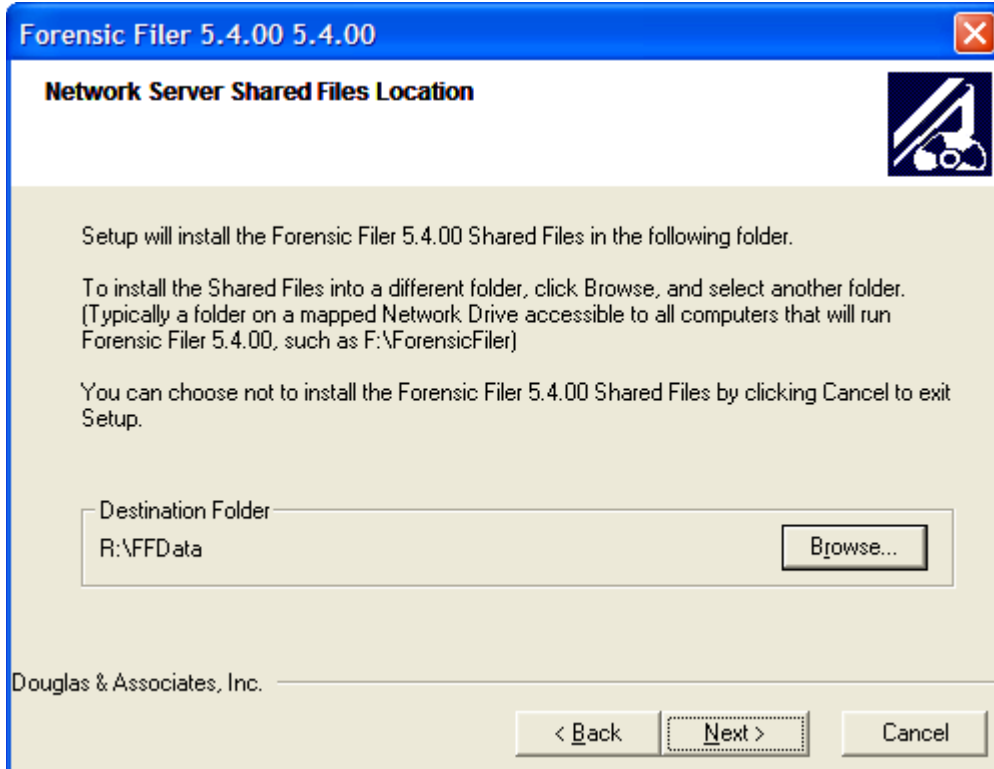
Step 5: Select the Workstation Installation radio button, then select 'NEXT' to continue the installation.

PLEASE NOTE: If the PC you are installing is running Window Vista, you may be prompted by Vista User Account Control requesting if you will 'allow' this program to access your computer. This is normal when running Windows Vista.



Step 6: Select NEXT.

If you have installed the Forensic Filer **front end programs** into a different drive or folder than the default, you can use the browse button to locate. This folder IS NOT where the database resides is located, it is the location for all of the entry forms, reports, and menus.



Step 7: Select the BROWSE button and select the network server drive where the database was placed. An example might be the F:\ForensicFiler\FFData mapped drive.

Step 8: Select the 'NEXT button to proceed with the installation. The following screen will be displayed.

Forensic Filer 5.4.00 5.4.00

Enter License Information

Please enter the Licensee State, Licensee Name and License Key that were provided by Douglas & Associates, Inc.

State Licensee Name (Do NOT Include State Abbreviation)

OH - Demo

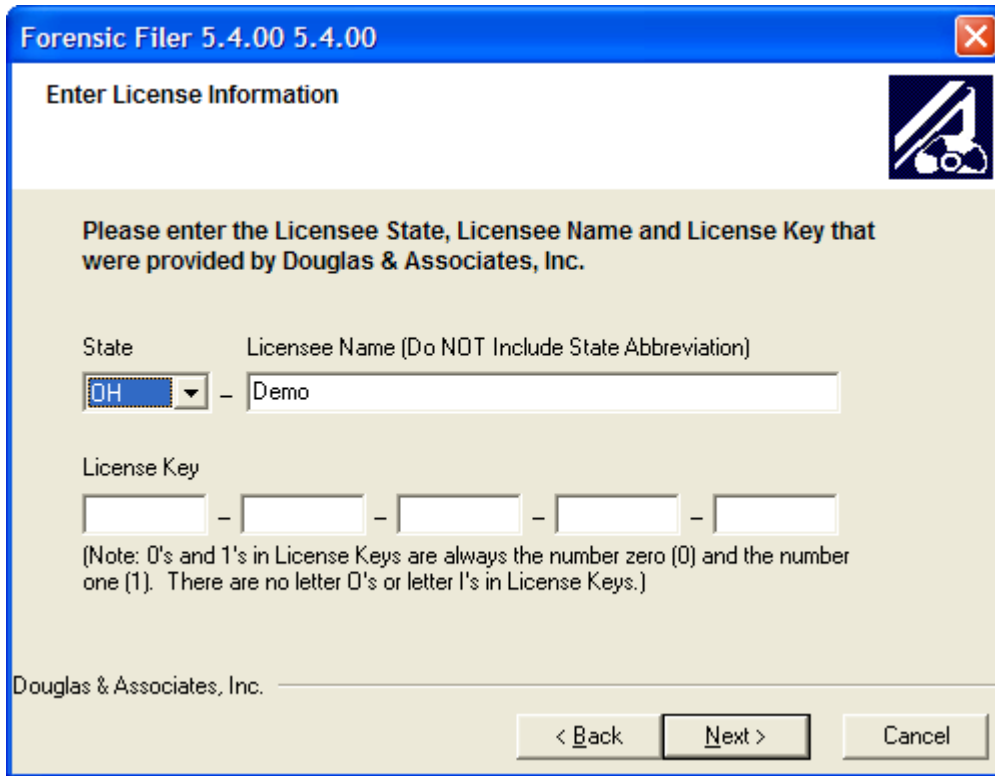
License Key

- - - - -

(Note: 0's and 1's in License Keys are always the number zero (0) and the number one (1). There are no letter O's or letter I's in License Keys.)

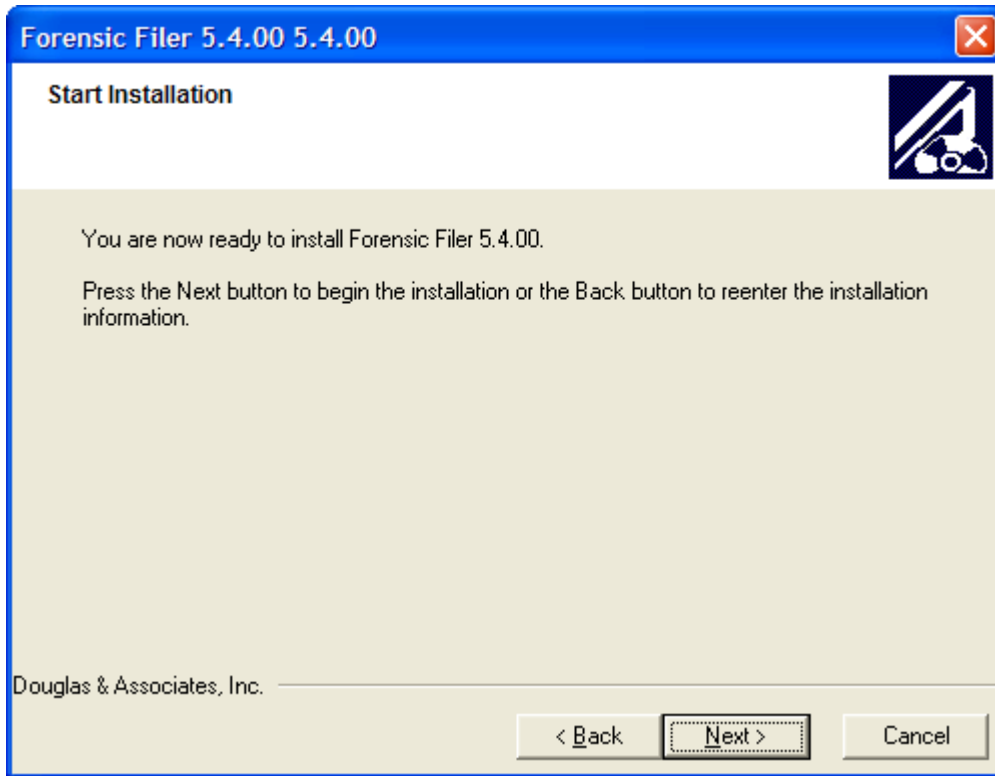
Douglas & Associates, Inc.

< Back Next > Cancel

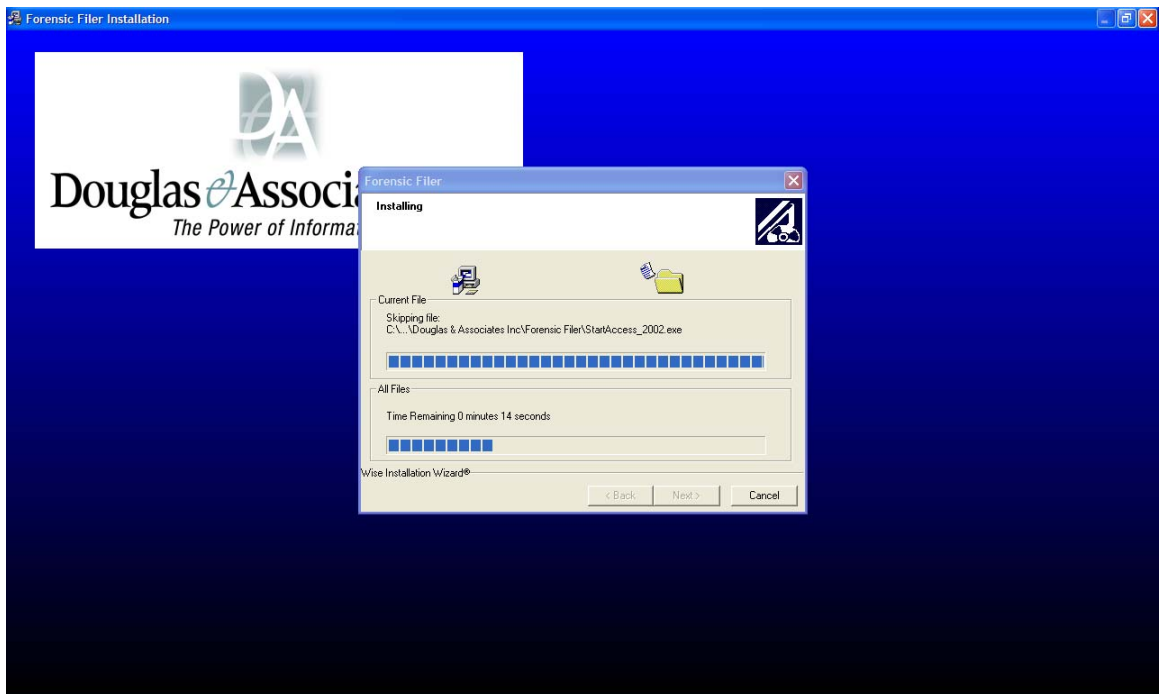
The image shows a software dialog box titled "Forensic Filer 5.4.00 5.4.00" with a close button in the top right corner. The main heading is "Enter License Information" and there is a logo on the right. The instructions ask the user to enter the Licensee State, Licensee Name, and License Key for Douglas & Associates, Inc. The "State" is a dropdown menu currently showing "OH". The "Licensee Name" is a text field containing "Demo". The "License Key" consists of five empty text boxes separated by hyphens. A note below the license key fields explains that 0's and 1's are numbers, not letters. At the bottom, there are three buttons: "< Back", "Next >", and "Cancel".

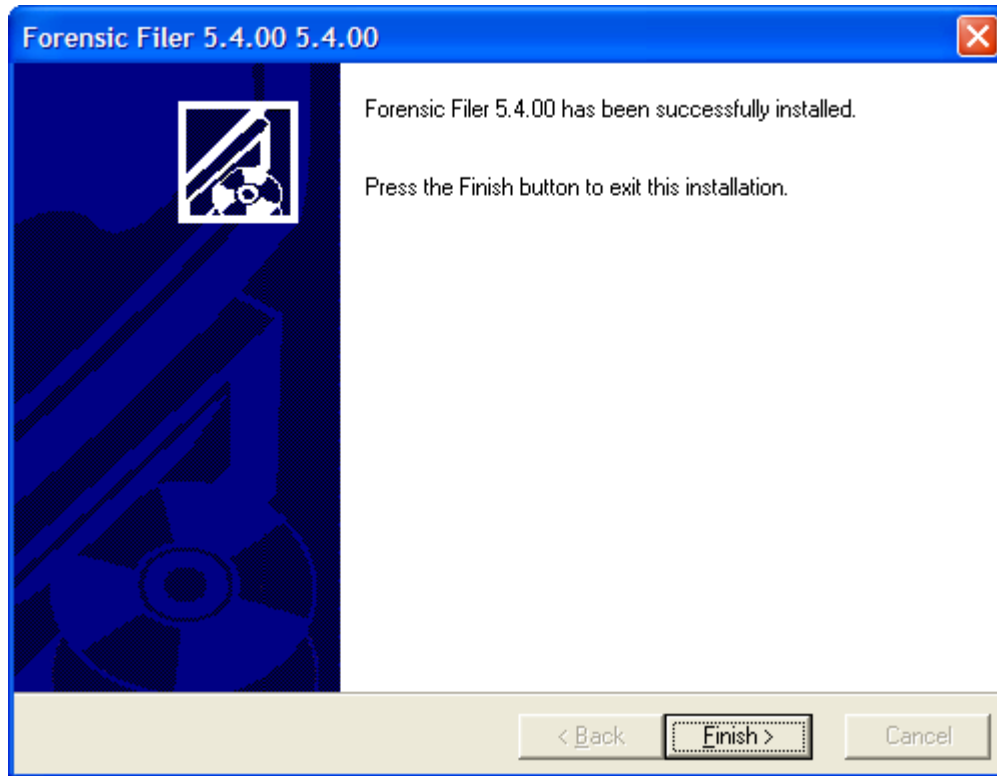
Step 9: If you are using the correct mapped server folder and you have previously entered your license key, the correct license information should already show in the appropriate fields. Verify that the information is correct and select NEXT.

The following screen will be displayed.



Step 10: Select NEXT to install Forensic Filer.





Step 11: Select 'FINISH' to complete the installation.

You should see an icon on your desktop for Forensic Filer. You will also have an entry on the START menu under PROGRAMS. You can select either one to start the program.

Each PURCHASED add on module now has it's own license key. After installing the main Forensic Filer program, open Forensic Filer using the desktop icon, select HELP, REGISTER FORENSIC FILER, CHECK THE BOX NEXT TO FORENSIC PHOTO (for example), then ENTER THE KEY SUPPLIED

PLEASE PERFORM THE **NETWORK WORKSTATION NEW INSTALL** FOR EACH DESKTOP PC THAT YOU WISH TO HAVE ACCESS TO THE FORENSIC FILER APPLICATION.

If you have questions please call Douglas & Associates, Inc. at (330) 497-9668 or email at: support@ForensicFiler.com