

Networking PreViser™ (version 3.0.46) on Windows

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Introduction:

You have two options to set up PreViser on your network. The first is the is to follow our **Quick Start Guide** below, which is appropriate if you are familiar with networking computers, or have a network administrator who can setup the network for you. Secondly, complete instructions that will apply to most variants of Windows XP, Vista and Windows 7 can be found in the sections after the Quick Start Guide. Please do call us on 07725125291 if you need any help.

Quick Start Guide:

1. Download the PreViser installation program onto your server from <https://service.PreViser.com/en-gb/myaccount/>. Save this file to the server desktop.
2. Run the PreViser installation program and install it on the server.
3. Launch PreViser and enter the PreViser username and password you created when you downloaded the installation file, as well as the practice name, address, etc.
4. Test the Internet connection by going to Browse All Patients, selecting 'DemoJoe Thompson' and do a periodontal assessment on DemoJoe. Any data can be entered. Verify that a report is returned, and note that on the home page of PreViser the number of assessments performed year to date is now '1'.
5. Close PreViser.

If you have a Shared Folder on the network drive that is accessible to all users in the network, and that is backed up: (If you do not have a Shared Folder, skip to 12 below).

6. Create a subfolder in the shared folder named 'PreViser Files'.
7. Copy the file labeled prevdb.db from C:/PreViser 3.0.46. to the new folder 'PreViser Files' in the shared location.
8. Cut and Paste the PreViser installation files from the desktop to 'PreViser Files.'
9. Launch PreViser, and click on the Options tab.
10. Edit the prevdb.db database location, pointing the application to 'PreViser Files' in the shared folder and selecting prevdb.db as the database. Save these changes, and close PreViser.
11. Launch PreViser and check to see that the database location shown on the Options tab is in the shared folder location in the PreViser Files subfolder. Check also to see that the number of assessments year to date on the PreViser home page is still '1'.

If you do not have a Shared Folder on the network drive that is accessible to all users in the network:

12. Right click on the Start button, select Explore and navigate to C:/PreViser 3.0.46 and right click on this folder.
13. Select Properties and share this folder, providing read and write privileges to all users.
14. Cut and paste the PreViser installation files from the desktop to the PreViser 3.0.46 folder.

Installing PreViser on the client computers:

15. At each client, navigate to the shared folder containing the PreViser installation files.

16. Run the PreViser installation file. When it is completed, launch the application, and when it opens the Options page, edit the prevdb.db database file location to the shared folder location. You will have to make entries into three fields on the options page. What you enter does not matter, but you must enter something into the username, password and prepared by fields. Click Save.
17. Reopen PreViser, and the assessments year to date should read '1'.
18. Open the Options Tab and the username, password and practice information you first entered into PreViser on the server should be visible – not the values you entered in step 16 above.
19. Click the Start button and navigate to the Control Panel. Select Internet Options, Advanced Tab, and check the box under Printing Options to Print Background Colours.
20. Repeat steps 15 – 19 at each client computer until completed.

Before you start

In order for you to set up PreViser™ software to run on your network:

- You must have full administrative privileges to the computers you will configure, allowing you to access the network, install software, and make configuration changes. If you are prompted for a username and password, the operating system is looking for your login information to authenticate that you have administrative privileges. This is **not** your PreViser username and password, but rather the user information that you use to log in to that computer that allows you full administrative privileges and access to the network.
- You need to know the name of the computer where the PreViser™ shared folder is or will be installed (this will be the “server” computer). That “server” computer must be powered on and connected to the network.

A notice about backing up your data file

NOTE: PreViser Corporation does not have access to the data stored in the PreViser™ software installed on your local computer. Your patients' data is located only in the data file on your server's hard drive, not on PreViser's servers. If something happens to that data file, the data could be lost permanently. Therefore, we advise you to take standard precautions to protect this data.

It is critical that you back up your data on a schedule corresponding to the level of work it would require to re-create that information in case of a major loss of data. In other words, if you are updating your data every day, but would be willing to re-entering the data lost in one day, you might want to do a daily backup. If you are updating your data extensively every hour and could not manage re-entering data you would lose in an entire day, you might want to perform hourly backups. Whatever interval of time that you are comfortable with having to re-create or re-enter lost data should guide how frequently you schedule a backup.

The key data you need to preserve (your patients' records and information you have entered into the PreViser™ software) resides in one place within the application's structure. This means you only need to pay attention to that single file in your backup activities. The crucial data file is named "**prevdb.db**". It is located within the main application folder ("C:/PreViser 3.0.46" by default).

That single data file, prevdb.db, is the file that needs to be shared across your network. The rest of this document shows you how to configure your network so all users can access that same data file.

Remember, sharing this file on a network makes it available to all users on the network. It also leaves it vulnerable to attacks or corruption from a virus from any computer on that network. You can reduce your potential exposure to this type of damage with good network security policies, virus protection software, and regular data backup.

Definitions:

You will be using the PreViser™ software in the context of a network architecture made up of a "server" and "client" computers, where the user's PC (the client) is the requesting machine and the server is the supplying machine, both of which are connected via a local area network (LAN). For this documentation, we will use the terms "client" and "server" according to the following definitions:

The "**server**" computer is a computer on the network that manages your network resources; in this case the server processes requests from the client to extract data from or to update the data file. Any user with access to the network may access that data file from the user interface of the PreViser™ software on the individual client.

The "**client**" is the individual user's computer (the PC or workstation), which relies on the server for resources (in this case, for storing and maintaining the data file).

Server Setup Instructions

(Note: The steps in this section need to be performed on the Server.)

- 1) Install the PreViser™ software.
- 2) Share the PreViser Data file.
- 3) Configure the Options screen

1) Install the PreViser software

- Download the latest PreViser software from <http://service.previser.com/en-gb/myaccount/>
- Run the installer file and follow the on screen instructions

2) Share the PreViser Data file.

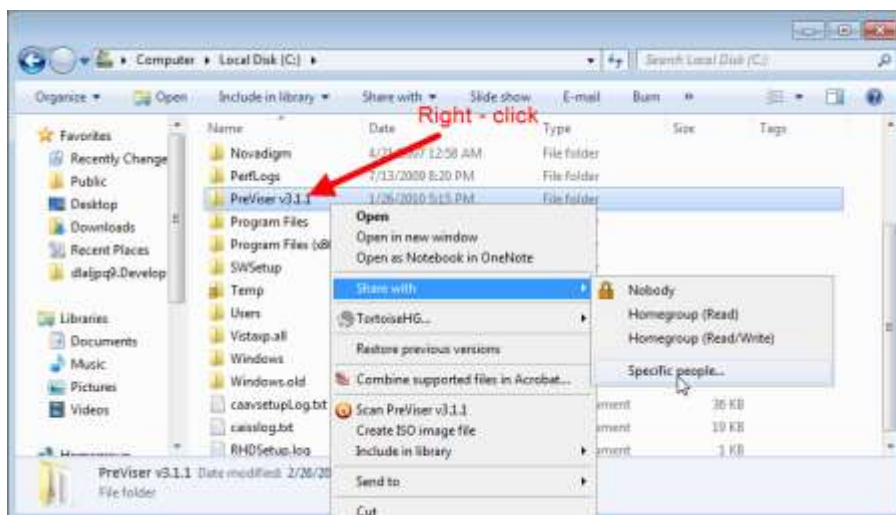
Sharing the data file is done slightly differently on depending on your version of Windows.

Below are instructions for Windows 7.

[Instructions for Windows XP](#) are in the Appendix of this document

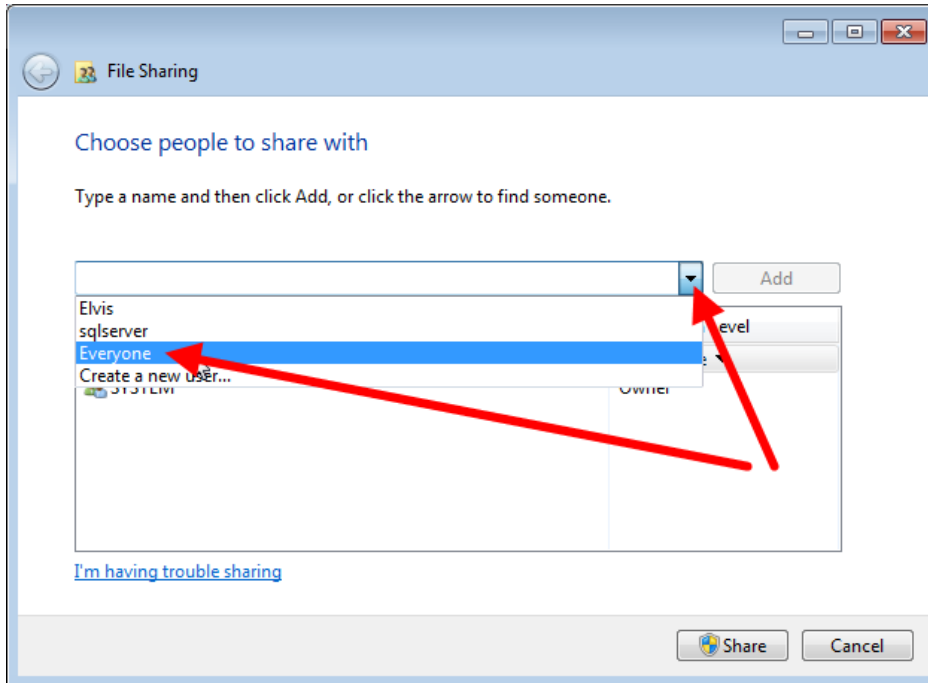
The same conceptual principle of sharing the data file applies to all versions of Windows.

- After the setup program completes, browse to the c:\ folder on the server.
- Right-click on the “PreViser v3.0.46” folder
- choose “Share with” and then “Specific People”

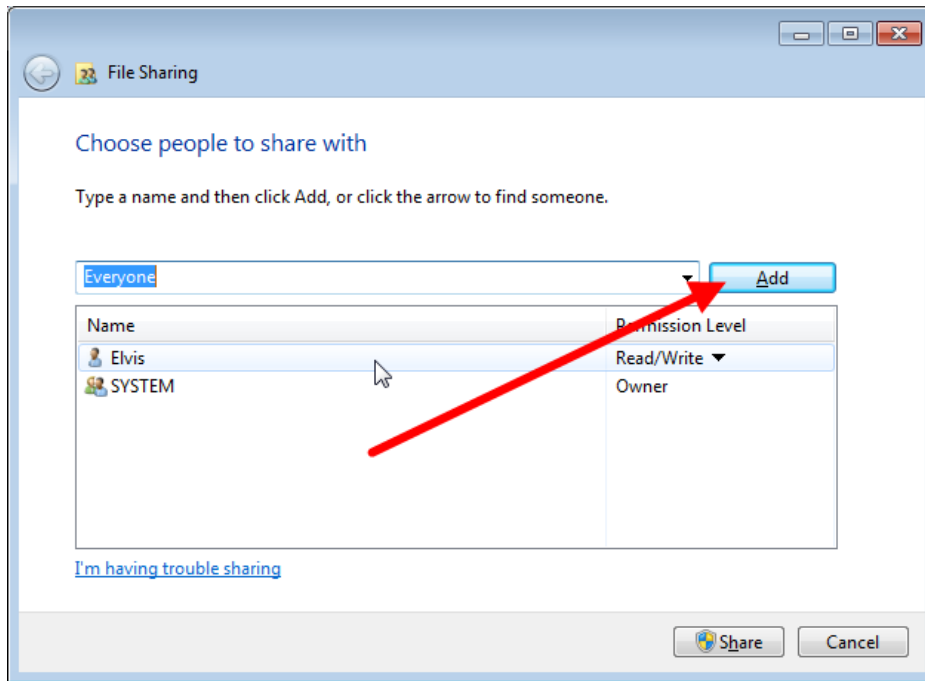


From the File Sharing screen:

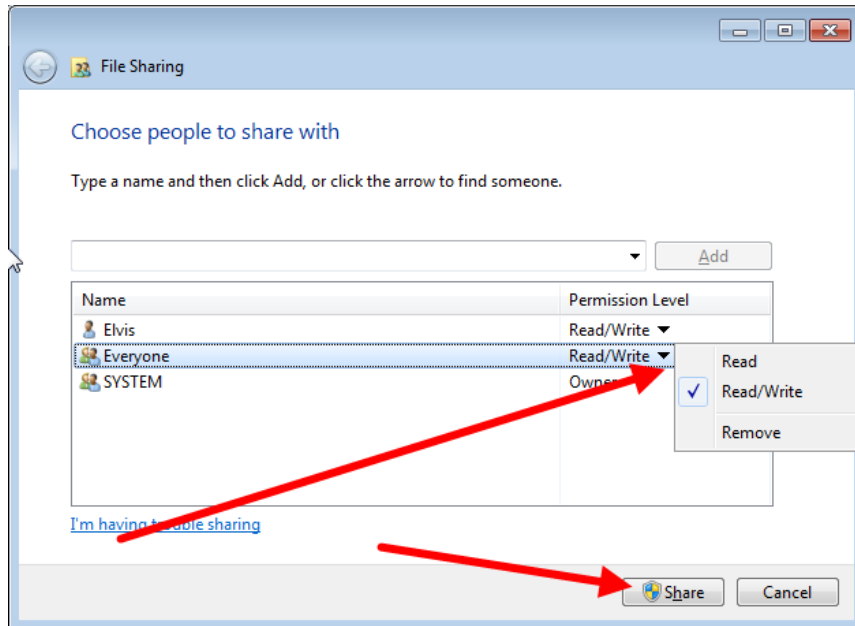
- Click the drop down list box and select “Everyone”



- Click Add:



- Select the list box next to “Everyone”
- Choose “Read/Write”
- click the “Share” button



Note: this will share the PreViser data file with everyone who has access to your network.

If you would like to restrict access to only certain accounts on your network:

- Instead of adding “everyone” (above), you should add only the network accounts that you want to grant access.

From the confirmation screen:

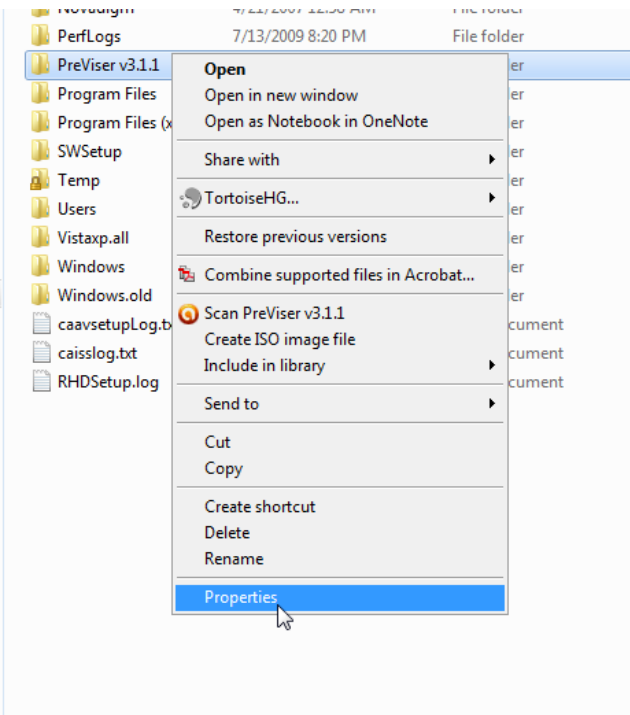
- Click “Done”

From Windows Explorer:

- Right Click on “PreViser v3.0.46” folder
- Choose “Properties”

Networking PreViser v 3.0.46 on Windows

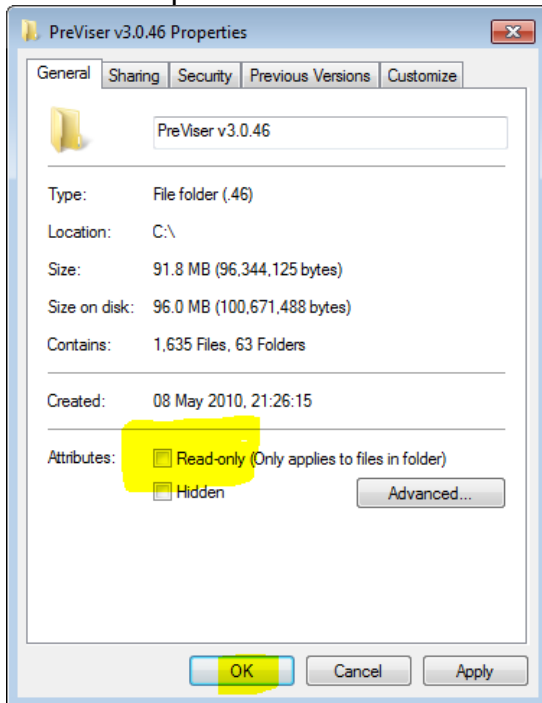
Revised September 26 2011



From the Folder Properties window:

- Make sure that “Read Only” is NOT checked
- Click “OK”

You have now enabled your data file to be shared and modified across the network by all users with permission to access the network.



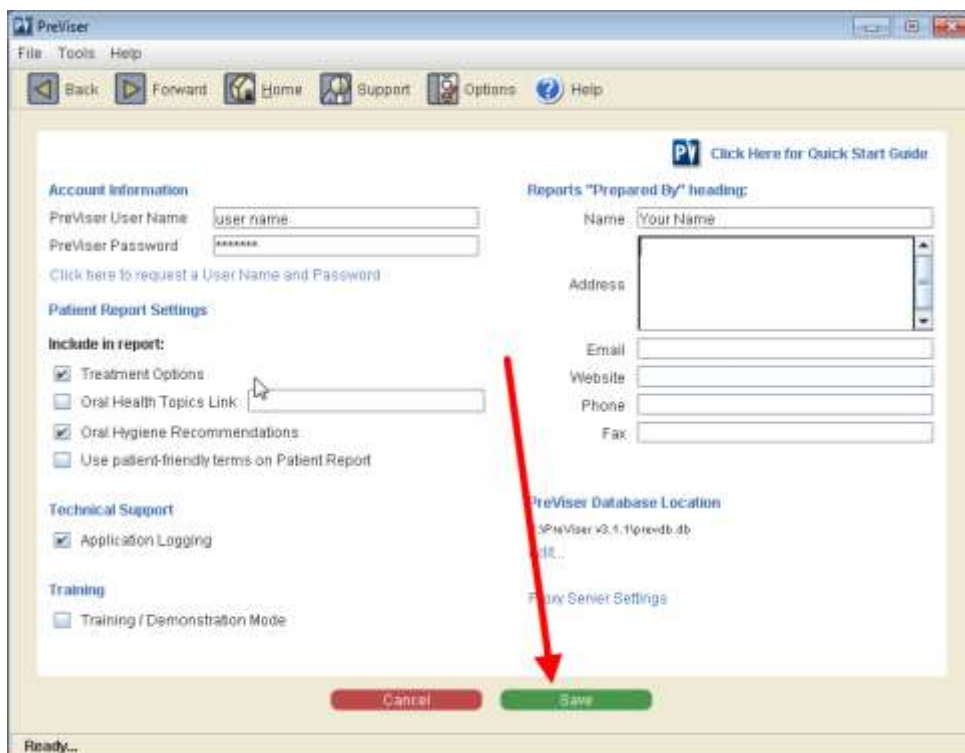
3) Configure the Options screen

Open the PreViser program by double clicking the PreViser icon on the desktop.



During first use, PreViser will open to the Options page. From the Options page:

- Enter your PreViser username and password
- If you do not have your user name and password:
 - You can retrieve it from <http://service.previser.com/en-gb/myaccount>
- Enter your Practice Name and Practice Contact information
- Click "Save".
- The application is now installed and ready to use on this computer



Client Setup Instructions:

Note: The steps in this section need to be performed on each and every Client machine on your network that will be using PreViser.

- 1) Install PreViser™ software.
- 2) Configure Options for PreViser Client
- 3) Test the Configuration

1) Install PreViser™ software

Using [the same procedure you used on the server](#), install the PreViser software on the client computer.

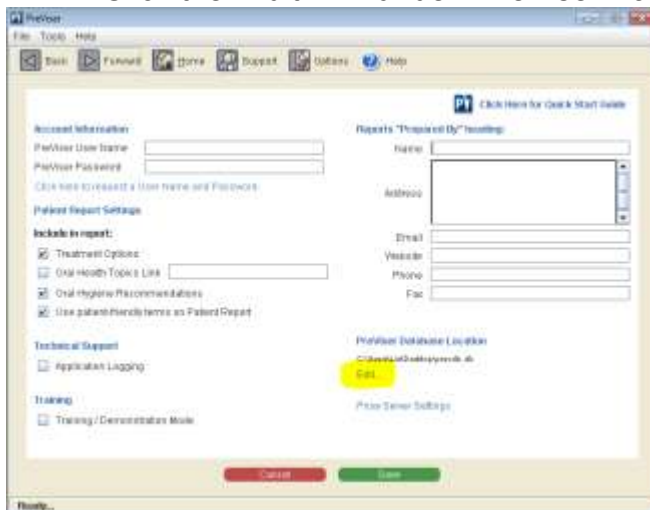
2) Configure Options for the PreViser Client

Open the PreViser software on the Client by double-clicking the PreViser icon on your desktop.



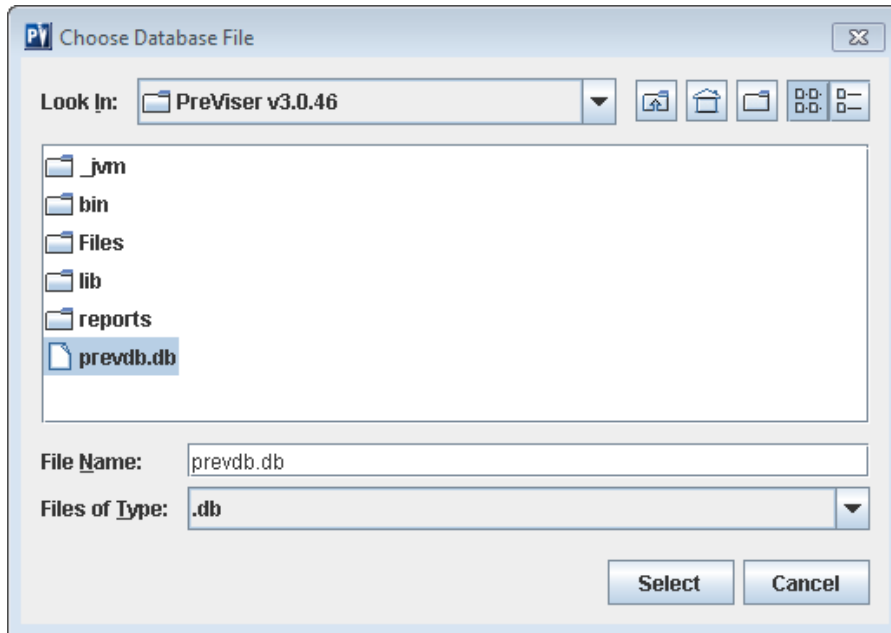
After a pause, PreViser will open to the Options page

- Enter “test” into the PreViser UserName and Password fields
- Enter “test” into the Name field.
- Click the “Edit” link under “PreViser Database Location”



This will open the “Choose Database File” dialog.

- Use this dialog to browse to the PreViser Data Share on the Server computer
- Select the file “prevdb.db” in the shared folder on the server
- Click “Select”



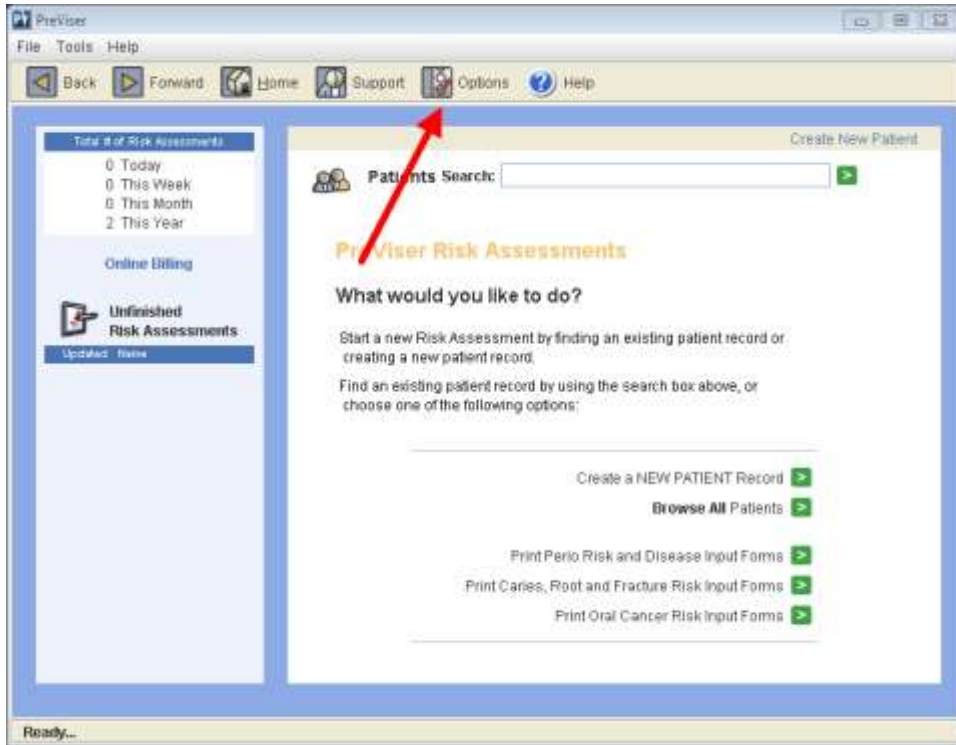
3) Test the Configuration

After selecting the Database file on the server, you will be returned to the Options screen:

- Click “Save”

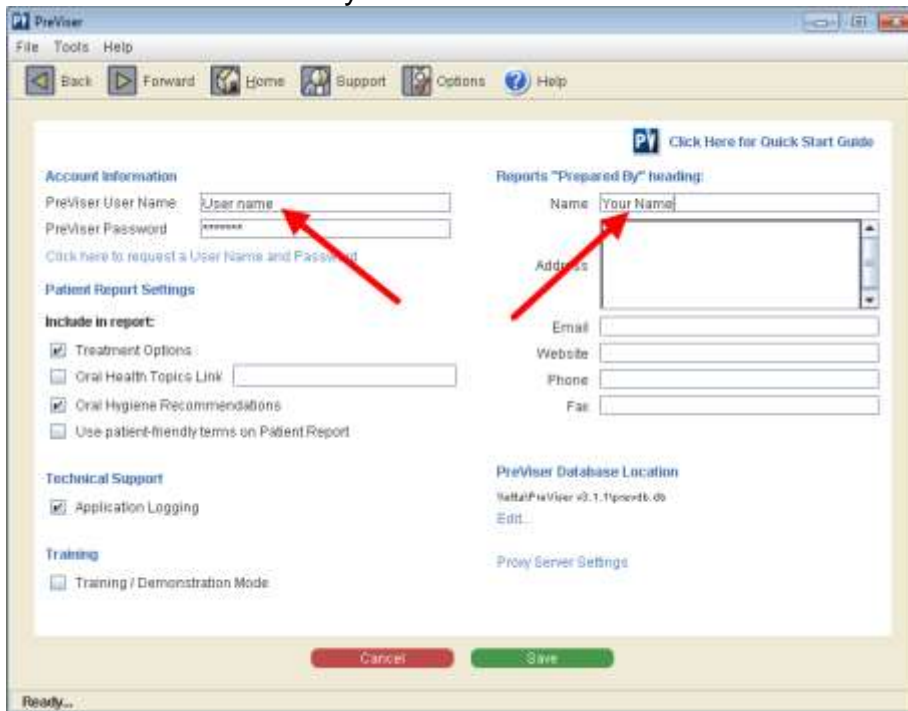
You will be taken to the PreViser Home Page:

- Click “Options”



From the Options screen:

- Verify that your User Name, Password and Contact information have the same information that you entered into the server database.



If you do **not** see your user name and password on the options screen:

- The Client is not reading PreViser data from the Server
- Go through the steps above to ensure the configuration is correct
- Verify that the account you are logged on with has read and write access to the shared PreViser folder on the Server
- Or [contact PreViser support](#)

If you do see your user name and password on the options screen:

- You may finish the installation and configuration for the rest of the Client computers.

Further Help and Contact Info

If you have further questions, comments, or feedback about using PreViser™ on your network, please feel free and welcome to contact PreViser Support.

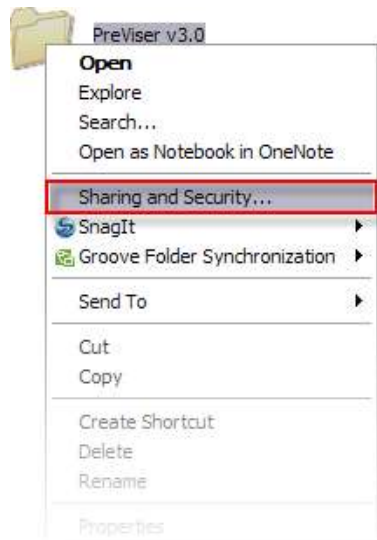
During business hours, we may be reached by phone at 07725125291 or by email at support@previser.co.uk;

Appendix A: Sharing the PreViser Data file on Windows XP

Below are Instructions for sharing the data file on a Windows XP server.

The same principles apply to all versions of Windows.

- After the setup program completes, browse to the c:\ folder on the server.
- Right-click on the “PreViser v3.046” folder
- Choose “Sharing”



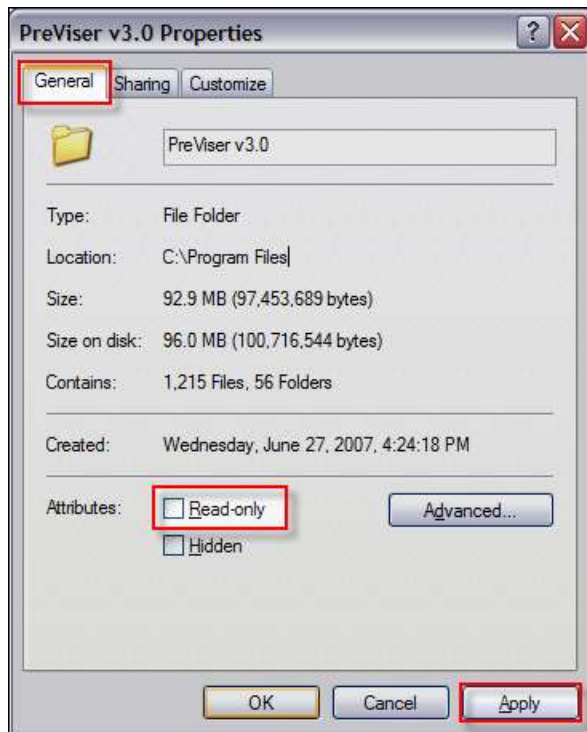
From the “PreViser v3.0.46 Properties” screen:

- Click “Share this folder on the network”
- Ensure that “Allow network users to change my files” is checked
- Click “Apply”



On the General Tab:

- Uncheck “Read Only”
- Click “Apply”



You have now enabled your data file to be shared and modified across the network by all users with permission to access the network.