MIS Standards Workstation Installation

RECOMMENDED SYSTEM REQUIREMENTS

* Microsoft Windows 7\8\10
* Minimum RAM and CPU should meet or exceed amount recommended for operating system use
* Standard peripherals (monitor, mouse, keyboard)
* Approximately 50 megabytes of hard drive space

IMPORTANT NOTES:

– This product has been tested and confirmed to work efficiently on systems and networks running typical setups. For possible problems stemming from variances from the typical setup please see the FAQ at the end of this file.

– Close ALL programs/applications prior to installing this product on a workstation.

– During the installation process it is necessary for the product to write to the Windows registry. Please ensure that proper access rights are granted to accommodate this. This means you will need to be logged on with the Administrator account to install this software.

– If installing to any drive other than the default it is best that the specific drive be pre-mapped into the system prior to installation.

– For network installations it is necessary for the workstations to have read/write access to the network drive. The product may not launch correctly if this access is not allowed.

– "Ghosting" or "mirroring" of machines may not work in most cases as the registry will not be written to properly.

– This product ships with a 5 concurrent user licence. License updates are only required to increase concurrent use to more than 5 users and are not available for the single user release (there is an additional cost for this service). Please email fsi@cihi.ca to acquire license for additional users.

– To acquire a license for additional users, to obtain information on sales information, to obtain information on CIHI training programs or for questions related to the interpretation or application of information contained in the CIHI products, please contact CIHI at (613)241-7860 or fsi@cihi.ca.

– For technical support or questions regarding the functionality of CIHI Folio products, please contact Newbook technical support at: 1-800-588-9334 Extension 32. (Monday to Friday 9:00am to 5:00pm Eastern)

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WORKSTATION INSTALLATION

1. Make sure that the network drive you are installing from has been mapped on the system receiving the workstation installation.

2. Make sure that the user will have read/write access to that drive.

3. Double click on ws_setup.exe from the network drive. InstallShield will load and display a welcome screen. Click next.

4. Read the licence agreement and select "Yes" to accept it or "No" if you do not accept. (This will exit the setup)

5. You are now prompted for a location to install the product to. The default is:
   1. C:\CIH\MIS Standards 2018

6. The Program folder option is simply the location on your START menu where the launch icons for the product will be located. Click next to accept the default or change the name to one of your own choosing.

7. The next screen is a verification of all of the options selected to this point. Verify that they are correct and click next. If any of the options appear incorrect click the back button until you arrive at the option requiring the change. Make the correction and proceed forward again from that point.

8. The product will now install all of the components required to your hard drive.

9. After the icons are created select finish to complete the installation process.
FREQUENTLY ASKED QUESTIONS

Q. What is the concurrent user licence limit?

A. This product is shipped with a default 5 concurrent user licence. This will limit access to the product to 5 users at any one time. This licence can be increased by contacting CIHI at (613)241-7860 or fsi@cihi.ca

Q. How many workstations can I install the product on?

A. You can install the product on as many workstations as you have connected to the network. The product does have a concurrent user limit which restricts access to the product based on the concurrent user licence purchased and installed with the product. The default is 5 concurrent users. This licence can be increased by contacting CIHI at (613)241-7860 or fsi@cihi.ca

Q. If I have installed the product to a single machine can I install it to other machines as well?

A. No you may not (Please refer to paragraph 4 of the licence agreement). If you find it necessary to allow multiple users access to the product, you may do so in accordance with the licence agreement by following the procedure outlined below.
   1. Uninstall the product completely from the machine it is presently installed on.
   2. Follow the instructions outlined above for the network installation.
   3. Reinstall the product to the original machine and any other machines necessary following the workstation installation instructions outlined above.