

DocuTrac, Inc.

QuicDoc® / Office Therapy® Trial Version

Installation Guide



What you need to know before you start

This Guide was written to assist you in installing and setting up the **Database** system for QuicDoc and Office Therapy Trial Edition (“the **Applications**”) and the Applications. The Applications use a “back-end” database – Microsoft SQL Server - to store your patient records.

System Requirements: Before you start with the Installation you will need to make sure your computer has the following system requirements and software packages installed:

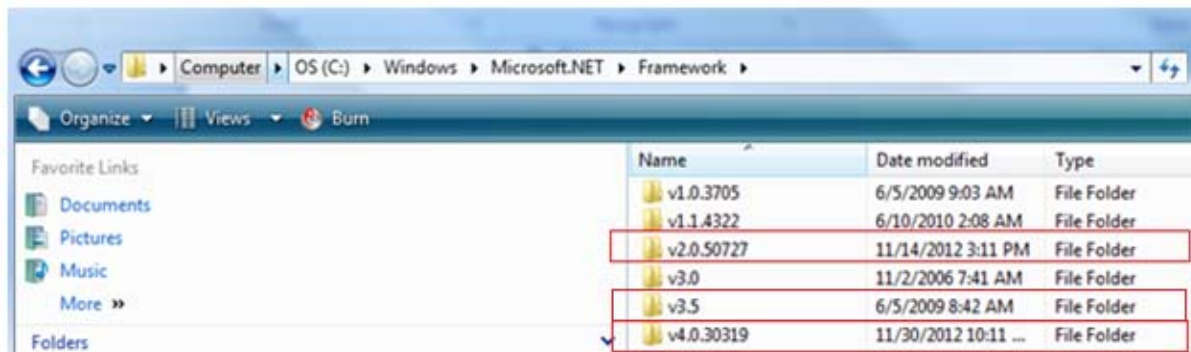
Supported Operating Systems: Windows XP(SP3), Windows Vista (SP1), Windows 7, Windows 8

Hard Drive Space and RAM: GB of free hard drive space, Minimum of 512 MB of RAM (1 GB or more is recommended)

Software: .NET Framework 2.0, .NET Framework 3.51, .Net Framework 4.0, and Windows Installer 4.5

To check the versions of .NET on you system, open Windows Explorer and navigate to:

C:\Windows\Microsoft.Net\Framework



You can see on the right side that Versions 2.0, 3.5 and 4.0 are installed. If not, you can download from the following Microsoft sites:

.NET 2 <http://www.microsoft.com/en-us/download/details.aspx?id=1639>

.NET 4 <http://www.microsoft.com/en-us/download/details.aspx?id=17851>

.NET 3.51 <http://www.microsoft.com/en-us/download/details.aspx?id=22>

Windows Installer 4.5 <http://support.microsoft.com/kb/942288>

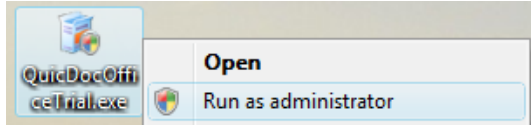
To check if you have **Windows Installer 4.5** or higher:

1. Click on “Start” and then “Run”
2. In the box type `msiexec` then click OK.
3. A window will open with the version at the top. It should read something like "Windows ® Installer. V 4.5.6001.22159"

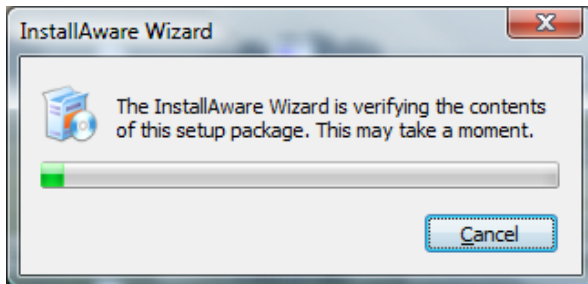
Have questions or having difficulty installing? Don’t worry. Call DocuTrac Support at 888-308-9683 and we will walk you through it each step of the way.

Running the QuicDoc Office Trial Setup

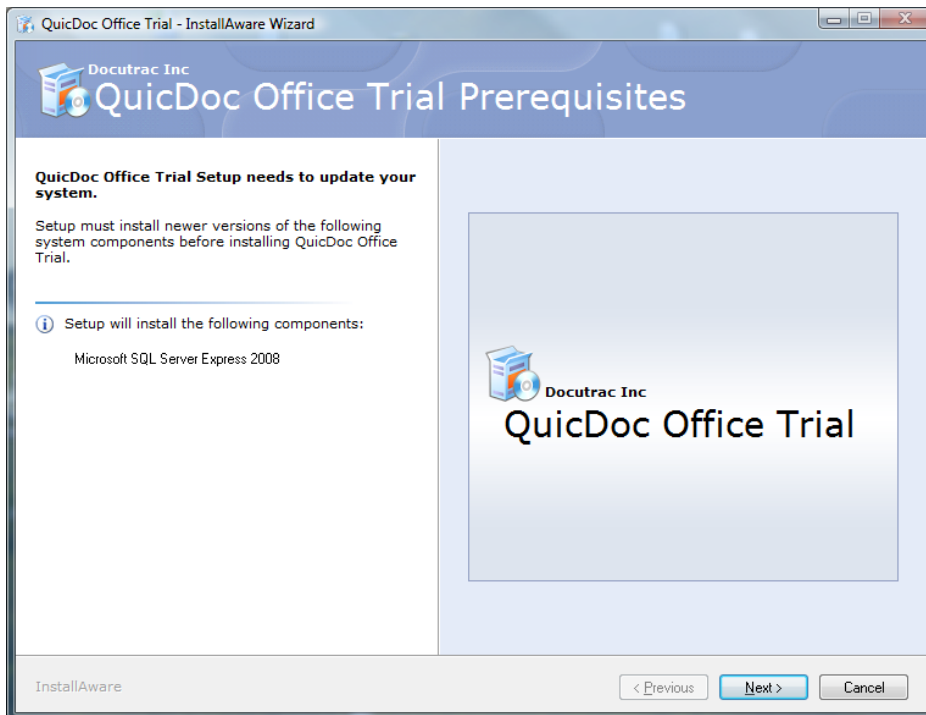
Download **QuicDocOfficeTrial.exe** to your Desktop or another location on your computer. Begin the setup by right-clicking on **QuicDocOfficeTrial.exe** and selecting **Run as Administrator**.



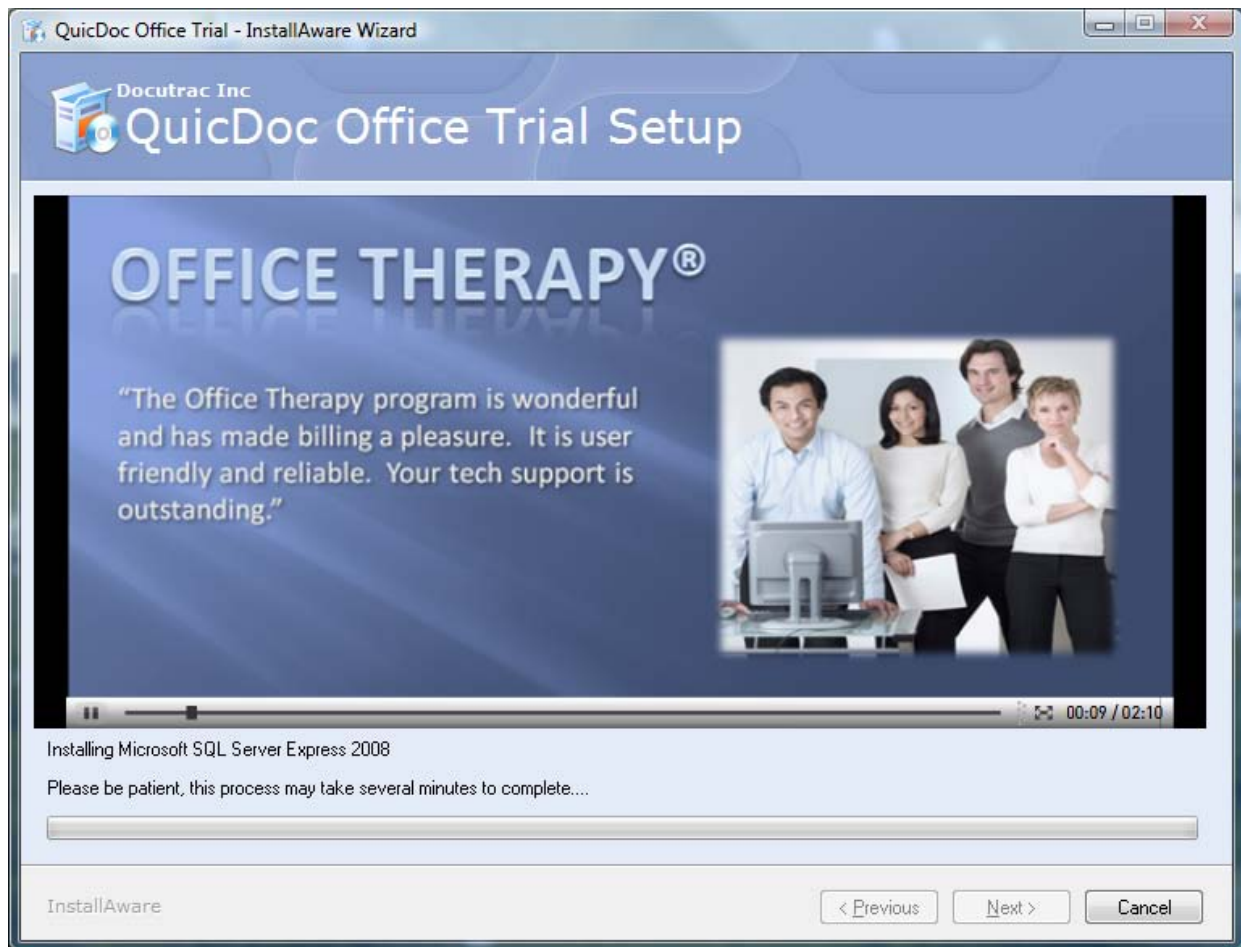
***If you are prompted whether to Allow, click Allow or Trust Publisher to continue.



After InstallAware has verified the package and extracted setup files, you will see the initial setup screen.



Click **Next** to continue.

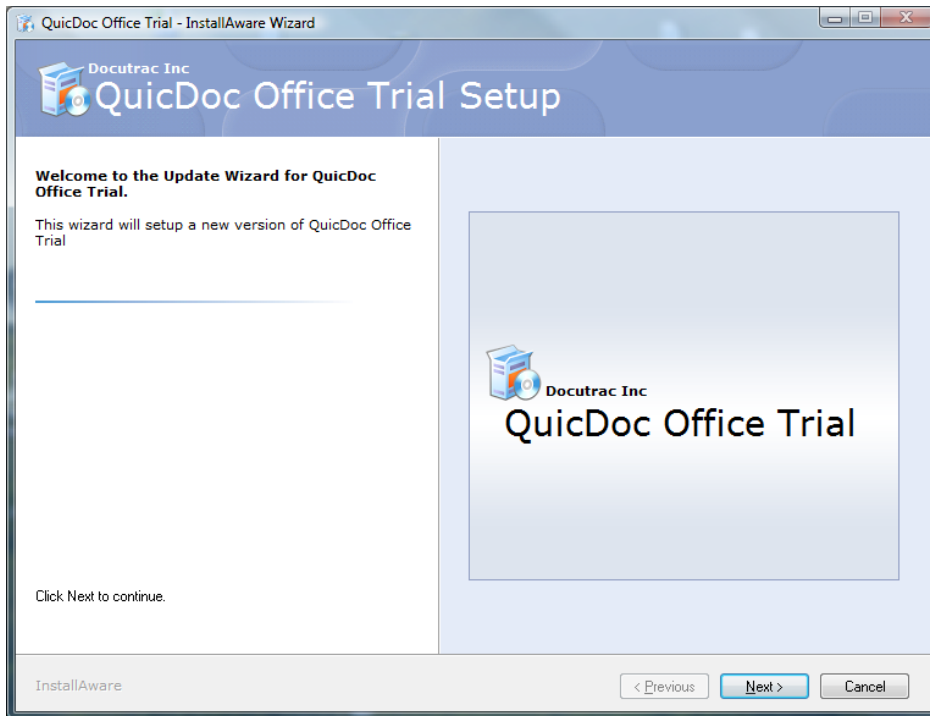


Setup will now install, setup and configure SQL Server.

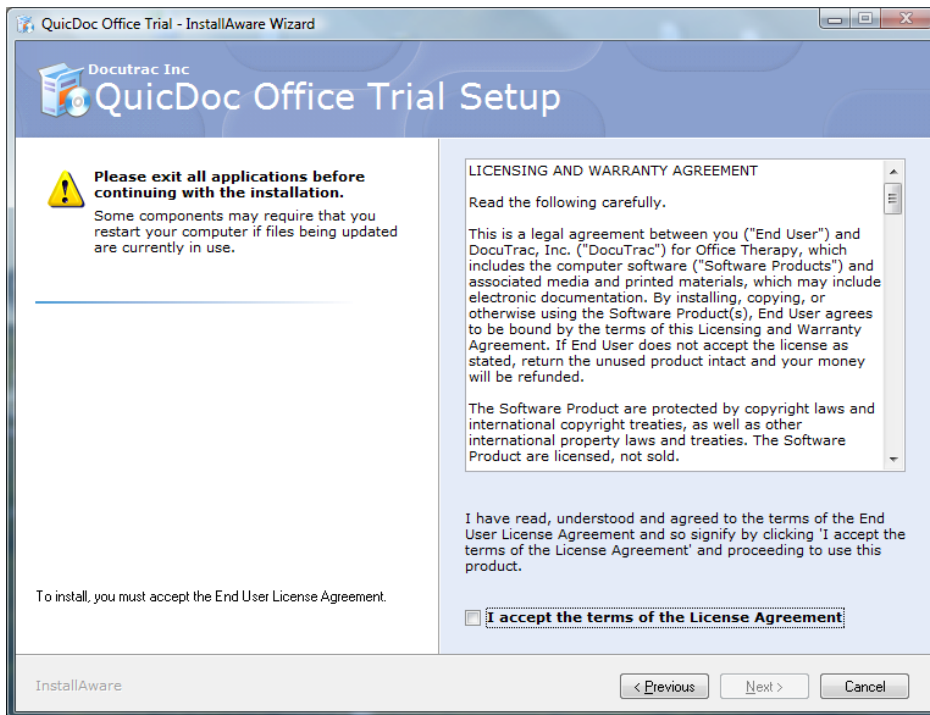
PLEASE BE PATIENT. Depending on the speed of your system, this process may take up to 15-20 minutes. Setup is installing and configuring SQL Server 2008 Express along with a number of critical required components.

IMPORTANT: In some cases the setup of SQL Server will fail because a computer reboot is needed, and the setup will not always indicate that. If the setup of SQL Server fails, try re-booting your PC and then running the setup again.

When the setup and configuration of SQL Server is complete, you will see the following screen:

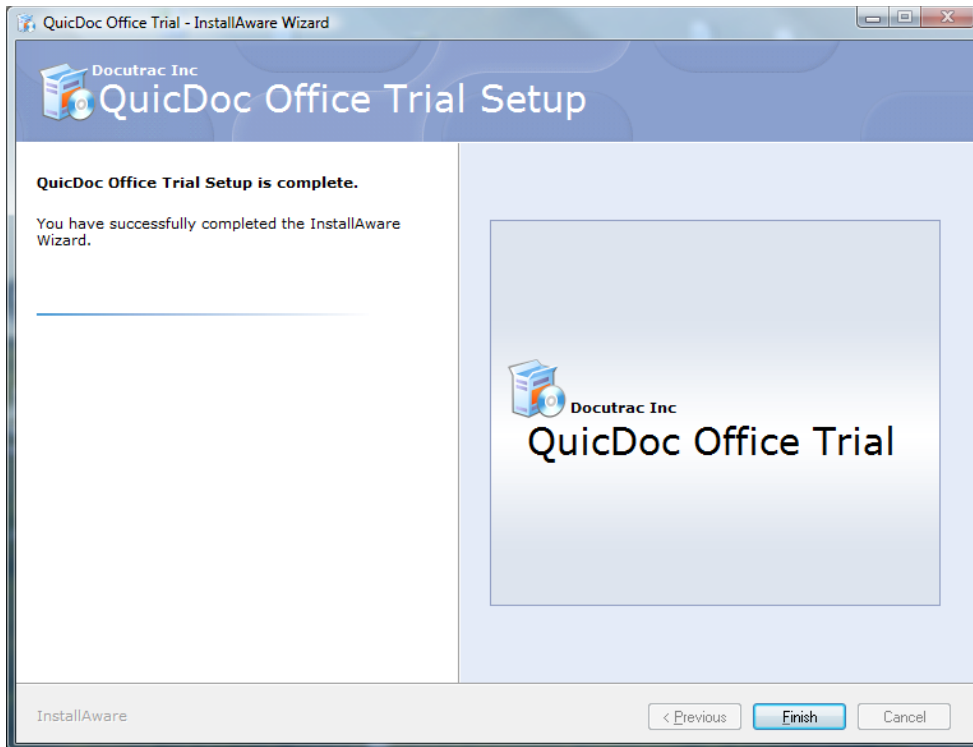
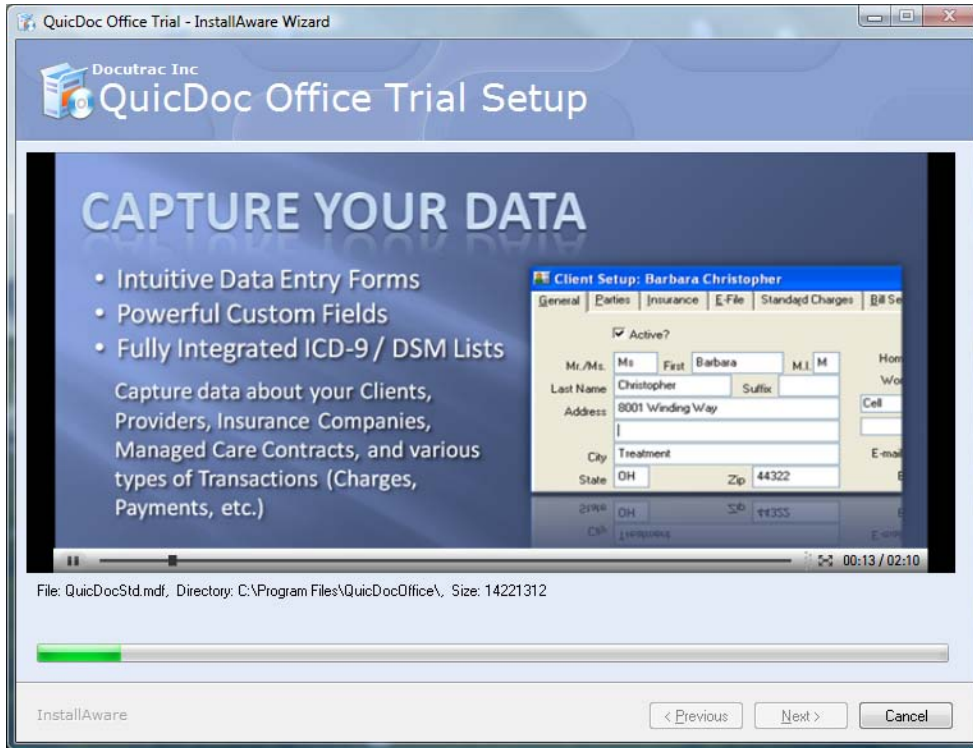


Click **Next** to install QuicDoc and Office Therapy.



To continue, review the License Agreement and if you agree, check the "I Accept the Terms of the License Agreement" checkbox and click **Next**.

Setup will now install files for the Applications – QuicDoc and Office Therapy - and place shortcuts on your Desktop.



When all files have been installed, click **Finish**.

Running QuicDoc and Office Therapy

To Run **QuicDoc**, double-click the QuicDoc shortcut from your Desktop. You will have 20 uses of this fully functional trial.

The Trial comes loaded with pre-loaded user accounts and sample patients.

Accounts

Administrator Account

User: Admin Password: password

This account has full rights including the ability to create new users, setup new note templates, and other administrative functions. The Admin cannot be assigned patients or Create/Edit notes or treatment plans. Only Users/Providers can create notes.

<u>User Accounts:</u>	<u>User ID</u>	<u>Password</u>
Tom Cory	TomC	password
Fred Little	FredL	password
Stewart Martin	StewartM	password
Laurie Smith	LaurieS	password
Craig Wilson	CraigW	password



Click Help...See QuicDoc Startup Guide for more information on using QuicDoc.

To Run **Office Therapy**, double-click the Office Therapy shortcut from your Desktop. You will have 20 uses of this fully functional trial.

The Trial comes loaded with a pre-loaded user account, providers, and sample patients.

Accounts

Administrator Account

User: TUTOR Password: <blank password>

This account has full rights including the ability to create new users, providers, patients and other administrative functions.

Tip of the day
Use the Note section to keep information that all your users need.

Office Therapy®
Trial Version

User Name: TUTOR
Password: |

OK Cancel

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Version: 11.00.9 Database Path: ARNIE9200\DTISQLTRIAL\DTTrial

Click Help...See Startup Guide for more information on using Office Therapy.