green logic systems

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## Installation / Update procedure for computers running Windows XP operating systems

Follow the 4 steps below to update each client computer in turn. If you use Green Logic Systems on the Server or PC acting as a Server, then please update that computer first. Please ensure NO other users are logged into Green Logic Systems whilst the first PC is being updated and wait until the first PC has completed the installation before beginning to update other PC's. Some steps / images may vary depending on which XP version / service pack you are running.

**Step 1** - Downloading the latest client version

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Visit the Green Logic Systems website (the address may vary, but you'll be sent a link to it with each new update that is released).

Click on the link shown to begin the download of the latest client version.

When prompted, select a location to Save the file to. Your desktop is the easiest place to Save and then find the saved file, so we recommend you save the file there.

Press 'Save' when you've chosen your location, when the download has completed, move on to Step 2.

**Step 2** - Removing the current version (*Ignore this step if installing on a new PC*)



Click on the Windows Start button

Click 'Add or Remove Programs'



Select 'Green Logic Systems(fe)'. Do NOT select any other Green Logic file, especially any containing '(be)' or '(data)'.

Next press 'Remove'.

When prompted, confirm removal by clicking 'Yes'.

- Now do the same as the above two steps to remove; Microsoft Access Runtime 2007
- Microsoft Access Runtime 2010
- DO NOT uninstall any Microsoft products that DO NOT include the word 'Runtime'. You may only see one or neither of the above files, this is OK.

This concludes Step 2.



Following on from Step 1, you should now have a zipped or compressed folder beginning with 'GreenLogic(fe)' on vour desktop.

Locate this icon, and then **Right** mouse click on it to open the context menu shown.

Then press 'Extract All', pressing 'Next', 'OK' or 'Continue' on each of the steps you are prompted with, until the file extraction is complete.



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Open

Search .... Explore

Extract All ...

Extract with Express Zip

Scan with ESET NOD32 Antivirus

You should now see a second icon, without the 'zip' on it.

Double Left mouse click on that icon to open the folder and show it's contents as depicted below.

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Double Left mouse click on the folder beginning 'GreenLogic2(fe)' (the text/numbers in the second set of brackets is the version release date, so will be different for each update).



Step 4 - Running the new client version for the first time



You should now have this icon on your desktop. Once you've located the icon, depending on your Windows settings, you should be able to drag it to a position on screen that will make it easier to find.

Double Left click on the icon to launch Green Logic Systems.

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The first time you run a new client version, it needs to know where the main data file 'GLSbe' resides, as this will be at a different network address for each user.

Your screen may show slightly different windows to those shown here, but don't worry, the steps are very similar.

Click on 'My Network Places' or 'Network Neighbourhood'.

Then follow the steps shown below, paying particular attention to the screenshot that shows you which links **NOT** to press.



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Next, **Left** click on 'Entire Network', followed by 'Open'. Alternatively, you can just double **Left** click directly on 'Entire Network'.

Do **NOT** click on any other link / shortcut you see listed below. For example, if 'GLSData on Hex-07' were to be selected, the programme would continue to install as expected, but, the links below are shortcuts that won't always remain the same in the future. This means that the programme will probably work correctly for a period of time, and then fail to open at some future date.

Select 'Microsoft Windows Network'.

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Select 'Workgroup', or whatever the name of your networks workgroup is. You may have more than one workgroup available, if this is the case, check with your network administrator which workgroup to use and the path to the GLSbe data file for the following steps.

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Select the name of your server, or the PC acting as server. This will be different for each user.

If you're not sure which one is the Server, then either ask your network administrator, or try each PC listed in turn. If you try selecting a PC and it does not contain a folder called GLSbe, then it is not the server. You can then press the 'Back' or 'Up a Level' icon (circled) and try the next PC shown.



Select the 'GLSdata' folder.

Select the 'GLSbe' file. You will either have GLSbe.mdb or GLSbe.accdb, but not both, so select the one that is available to you.



Green Logic Systems should now have been installed successfully, and you should now see the Main Menu.

To complete the new installation, you **MUST** press 'Exit Green Logic Systems' on the Main Menu, and then re-open the programme.

## **Installation is now complete** - continue to use Green Logic Systems as normal.

If you have any problems, with any of the steps above, please contact Green Logic Systems for assistance.

These instructions can be printed, using the print button on your pdf viewing software.

Please note: The first PC that you update may take some time to complete, as more major updates will be updating data and tables, ready for some of the new features included in the version update. This should be done whilst all other users are logged out of Green Logic Systems.

There is another set of Installation / Update instructions available for PC's running Windows 7, links to download that version can be found on the email that you will have received with the notification of the new version release. If you have any PC's running Windows Vista, please see the Windows 7 instructions as they will be closer to this Windows XP version.