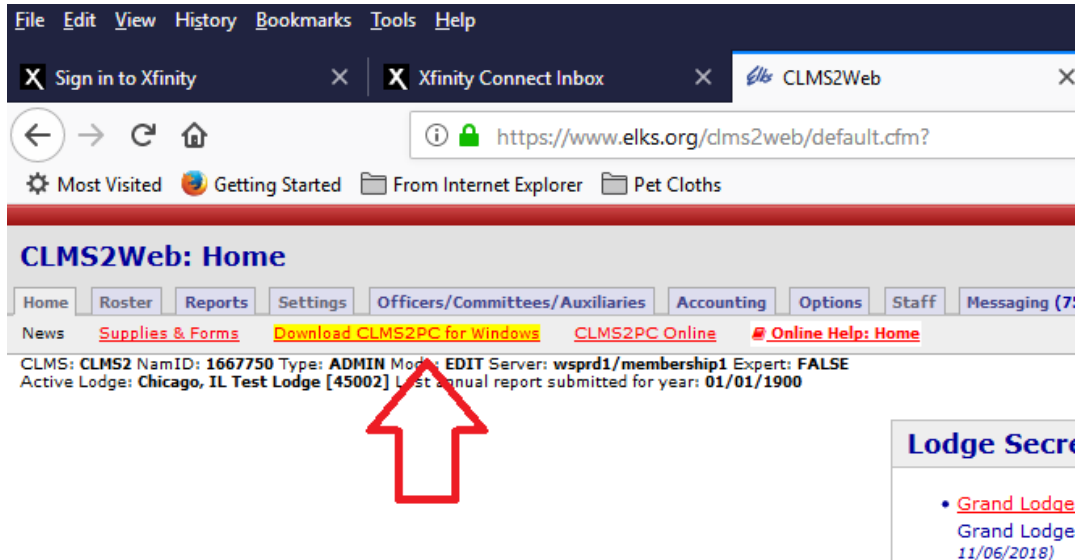
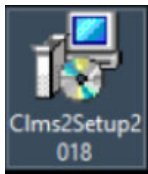


CLMS2PC Installation Instructions

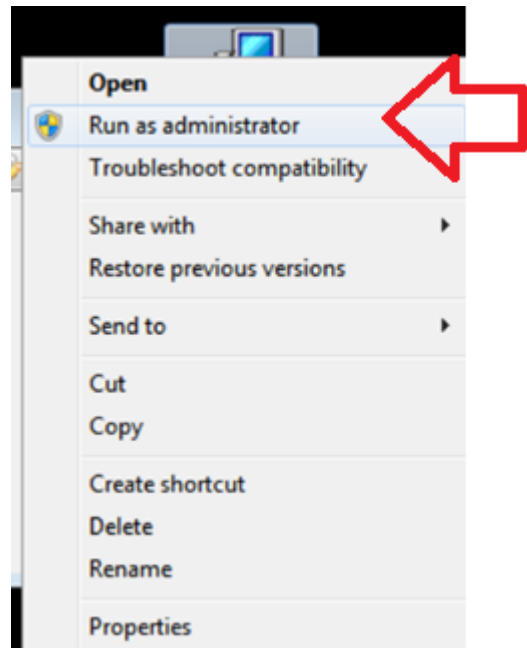
1. From the www.elks.org/clms2web site



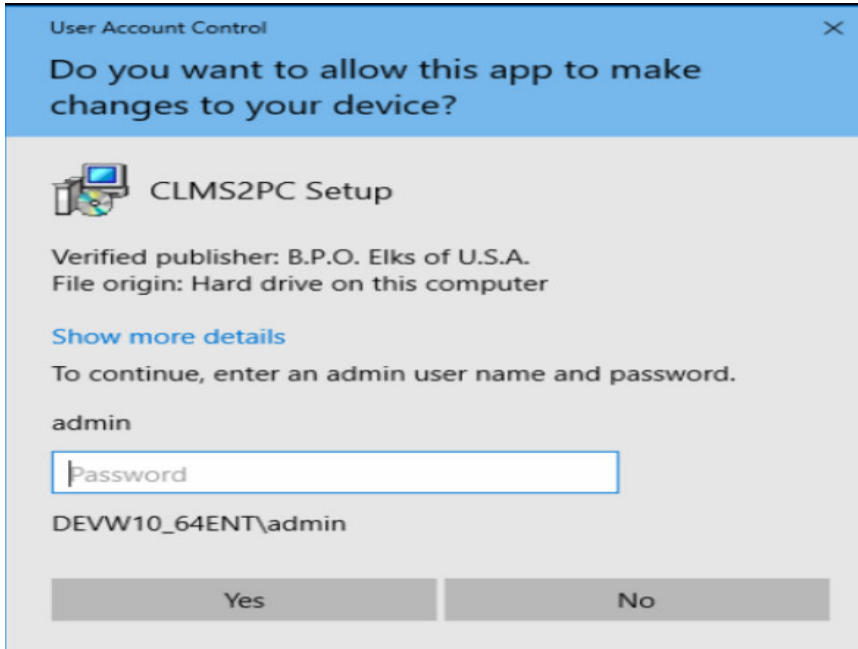
2. Once you are at this page click the link for the CLMS2PC Download you may save the setup file to your desktop or in the downloads folder wherever you prefer. Locate the setup file you just downloaded and double click this program to run the setup. The file name will be **Clms2Setup2018.exe**. It is best practice to right click on this setup and run as administrator if you're not sure, even if you are it won't hurt to run it this way.



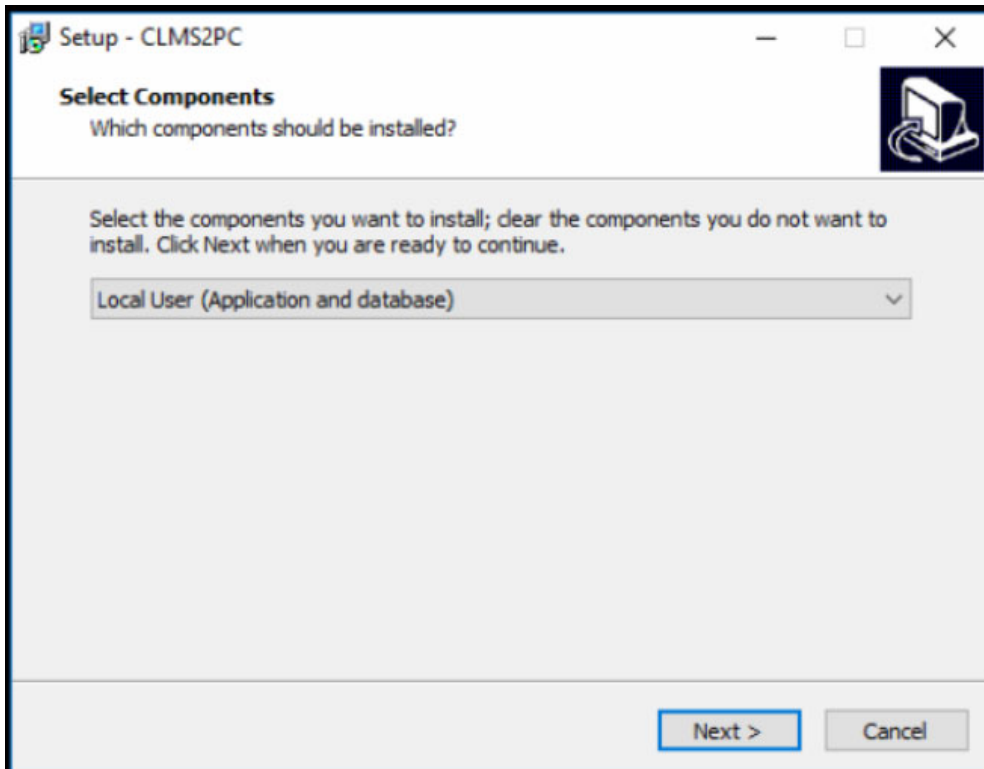
Right Clicking on the setup will give you the Run as administrator option. Shown on the right.



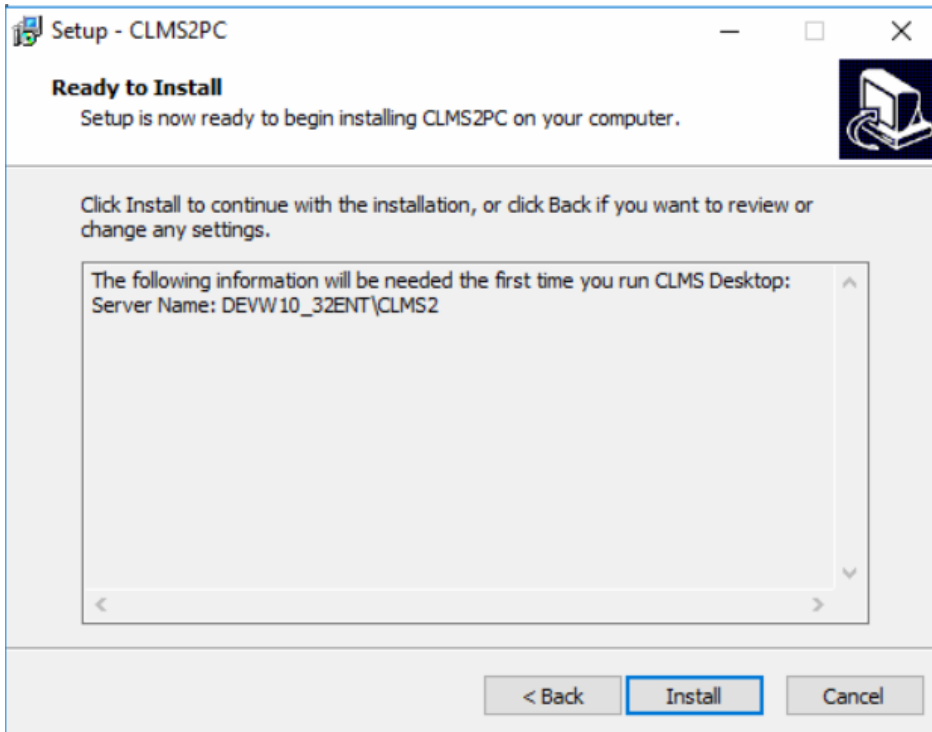
3. If you are not the Administrator, you will be prompted for the administrator password otherwise it will just run.



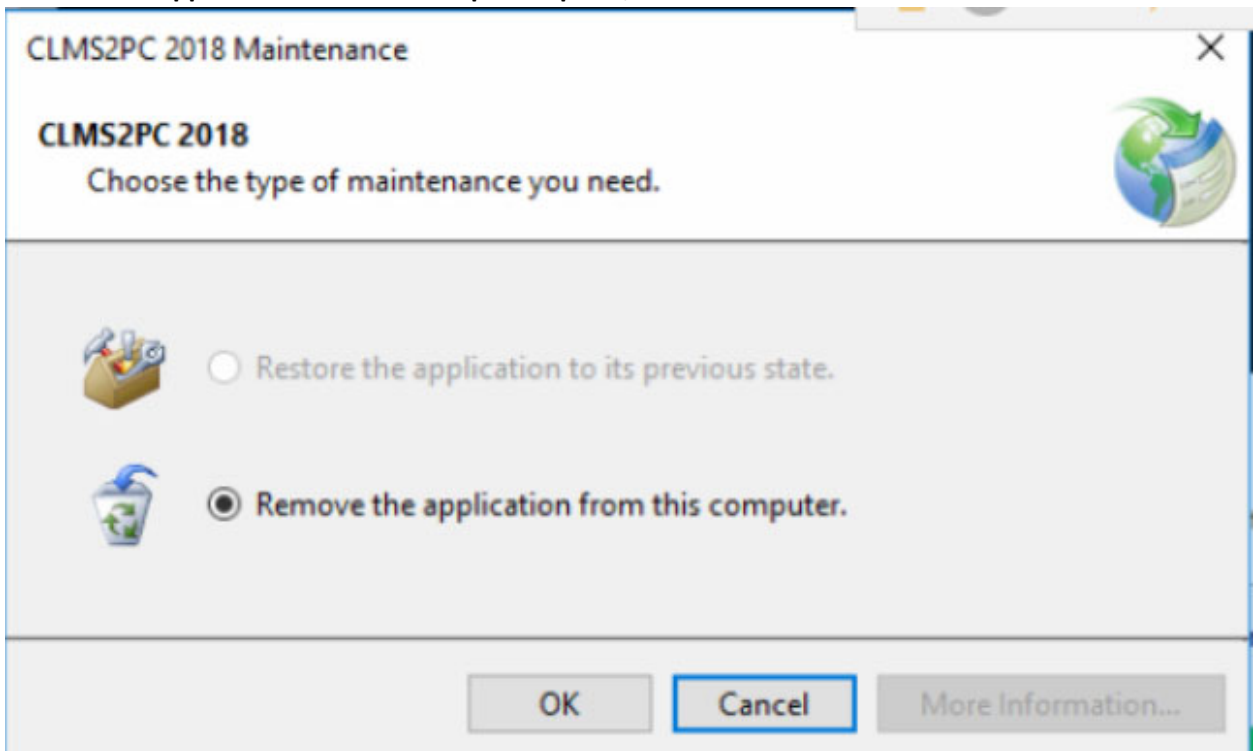
4. You will be prompted for the type of install to perform, for the upgrade process leave it set to **Local User (Application and database)** and click the **Next Button**.



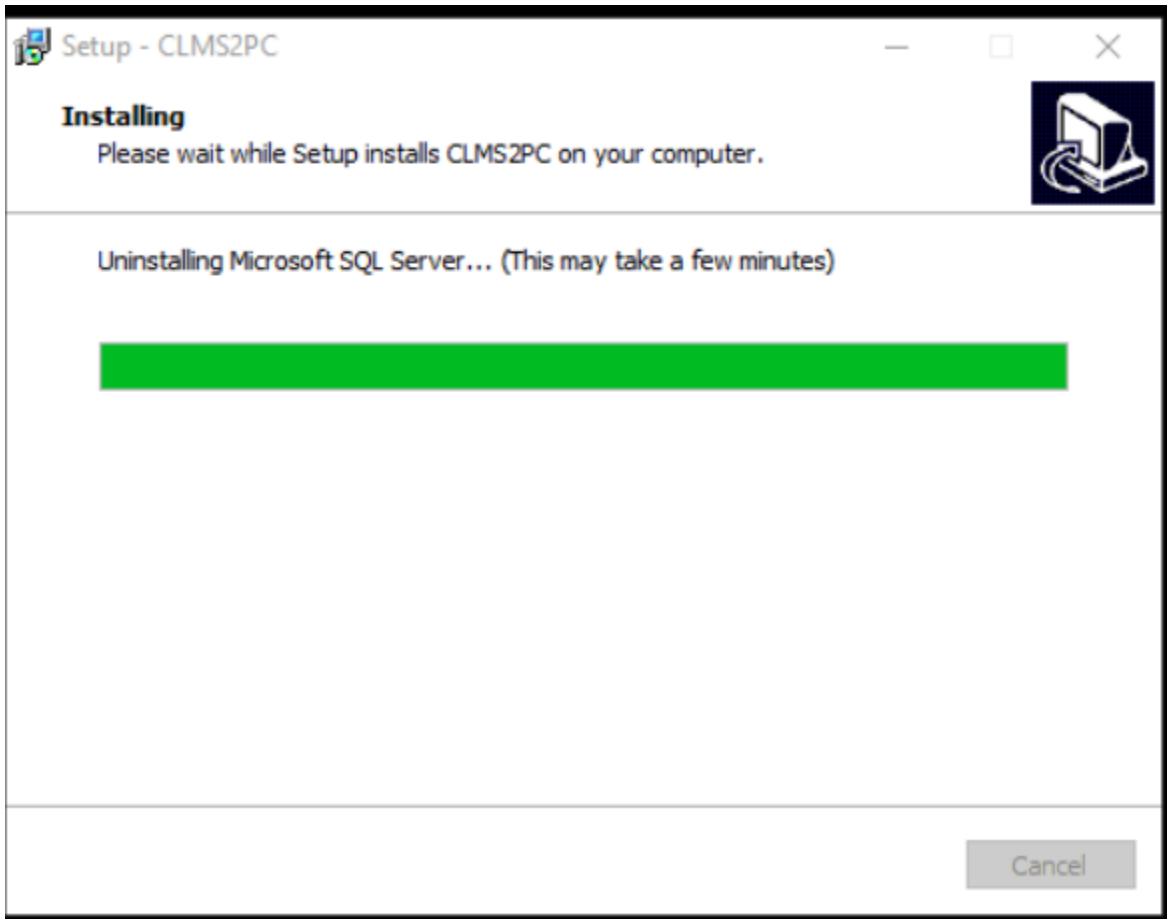
5. Click the **Install Button** to proceed.



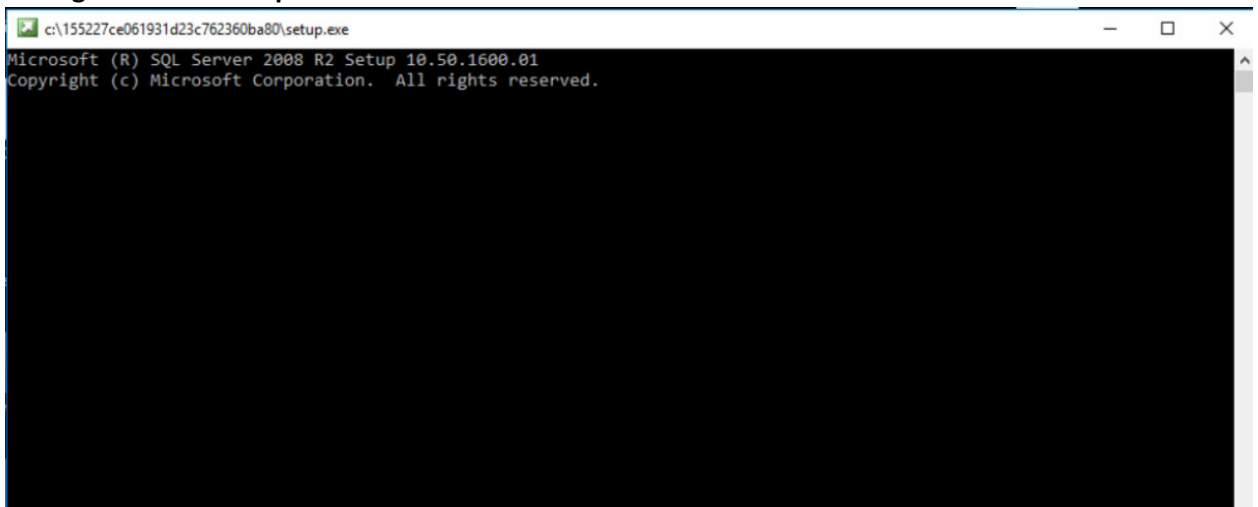
6. You will be prompted with a **option to Remove the application from this computer**. Select the **Remove the application from this computer option**, then Click the OK button.



7. You will see a window indicating that the setup is Uninstalling Microsoft SQL Server be patient this may up to 10 or more minutes. Both Step 7 and 8 can be lengthy so allow the process to finish.

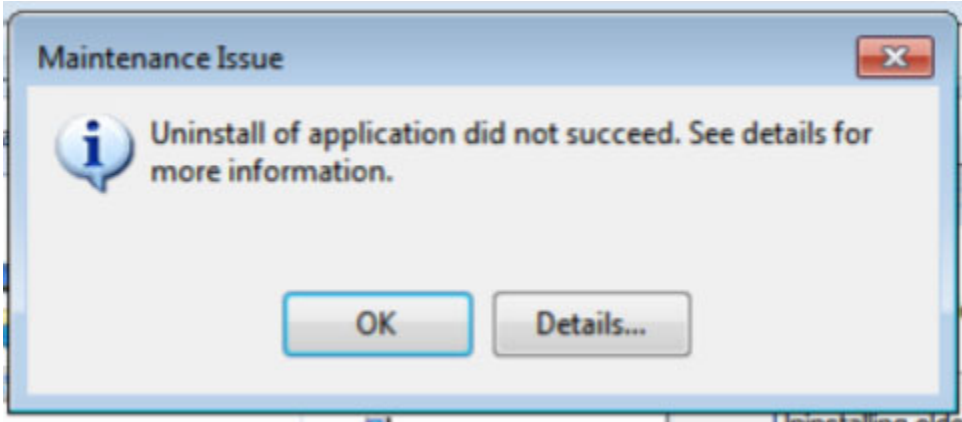


8. **Very important that you let this step finish!** You will see a DOS window, leave this window open **DONOT close this window** and be very patient this process may take as long as 10 or 15 minutes. Even if it appears to be doing nothing it is just walk away and wait for it to finish. If by chance you don't see this dos window at this time see 8.a below **DO NOT CLOSE THIS WINDOW LET IT FINISH! Closing this window will cause the installation to fail and probably result in you having to submit a helpdesk ticket to resolve.**

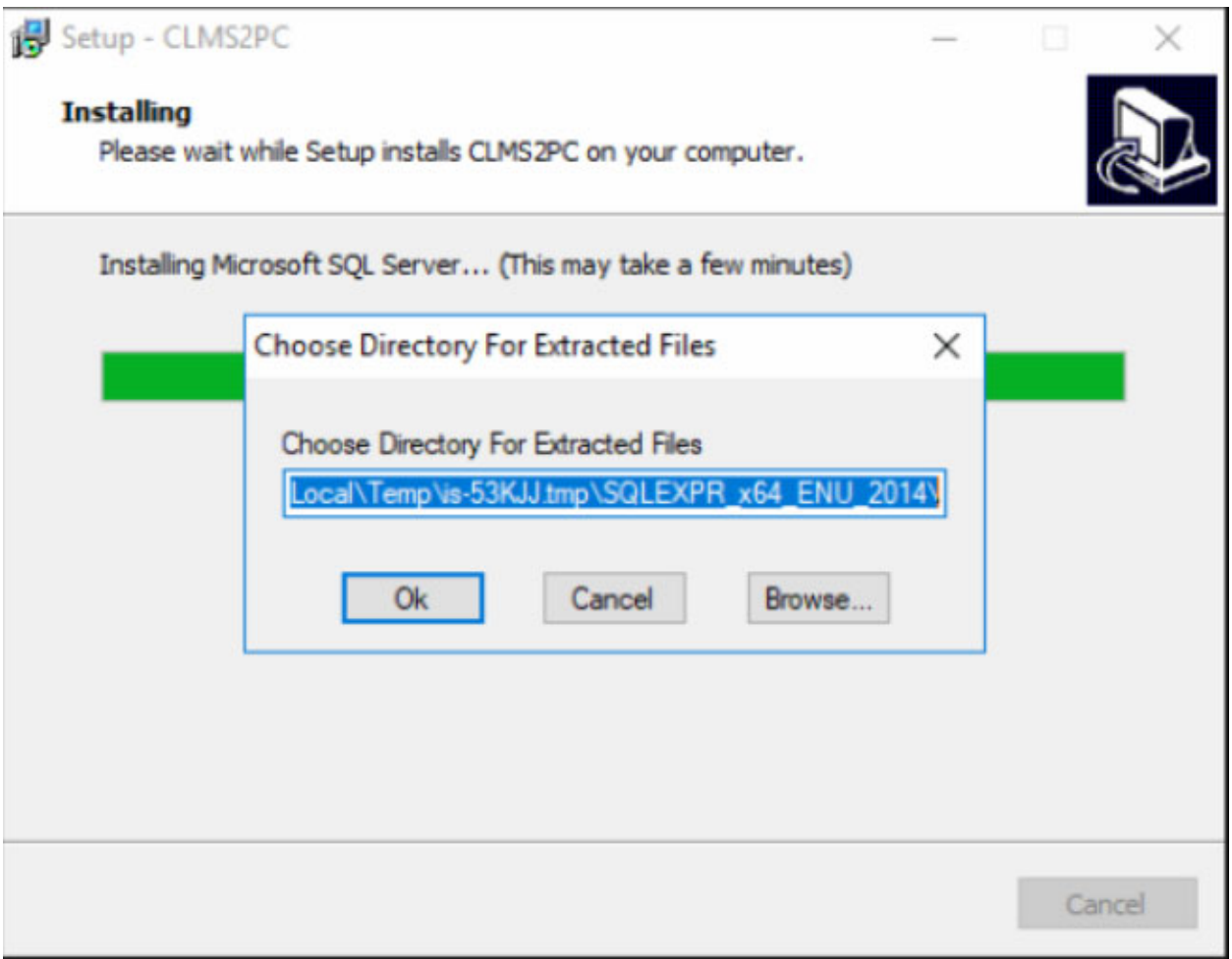


8.a If you get a message box that appears below indicating that **Uninstall of application did not succeed. See details for more information.** Click the **OK button**, this is simply indicating that

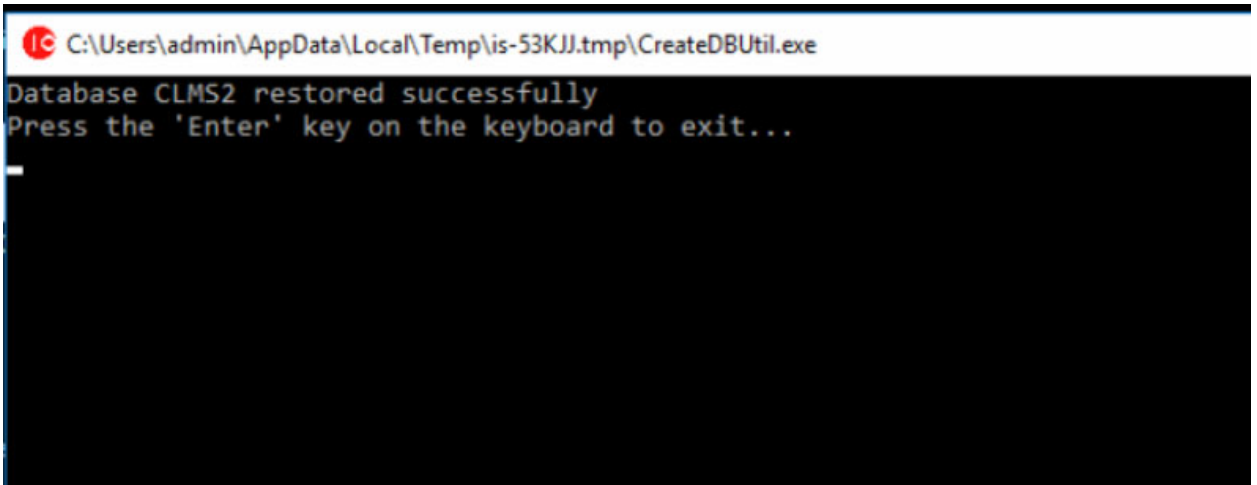
there was no older version of the application to un-install once you click the **OK** button the install will proceed as normal.



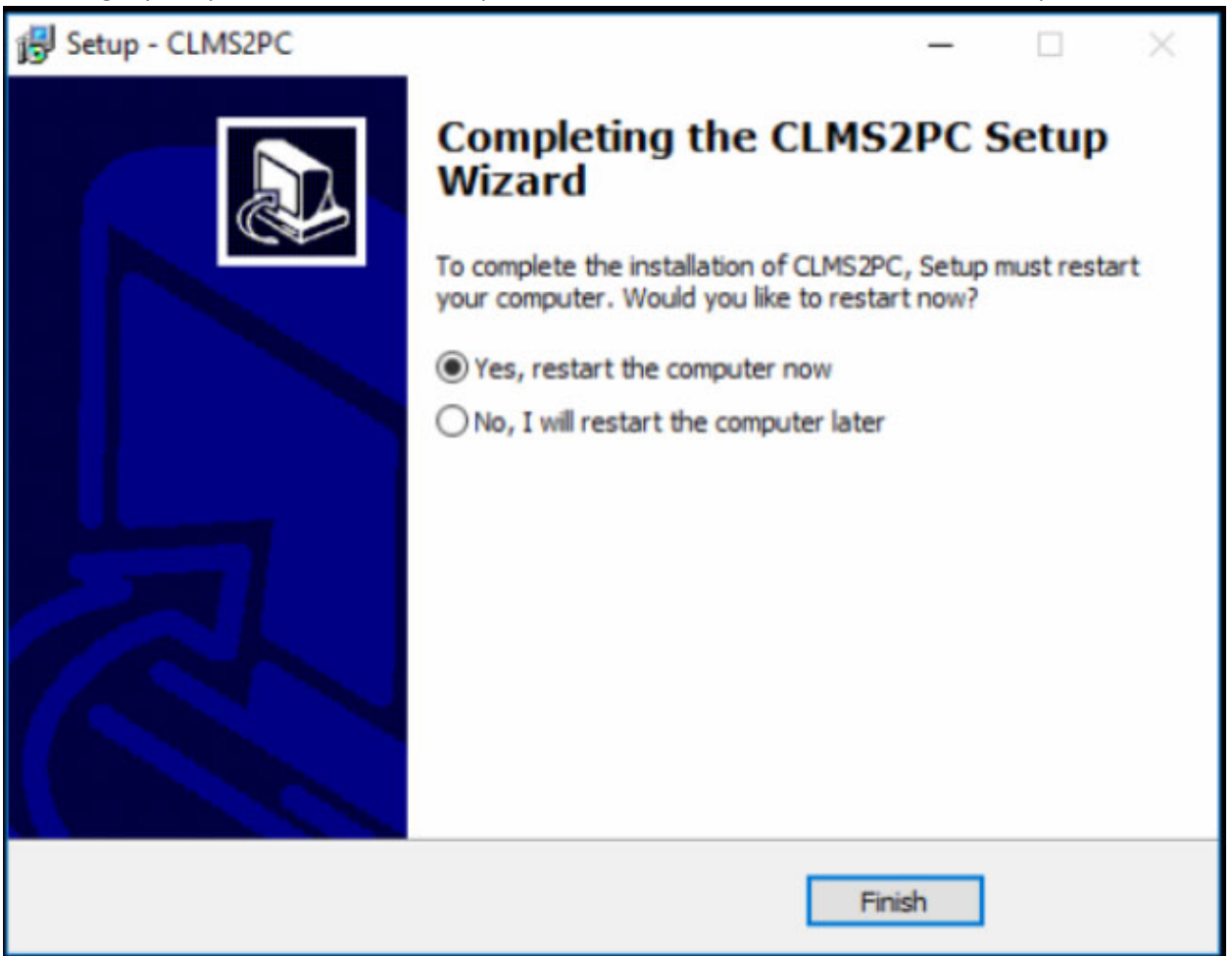
9. Once you get this prompt **Choose Directory For Extracted Files**. Leave the default directory as is and click the **OK** button. Once you click this button you will see a series of informational boxes for the install of SQL2014.



10. When the database has finished it's install you will get a DOS window with the message **Press the 'Enter' key on the keyboard to exit....** Click anywhere in that dos window and hit the enter key once or twice.



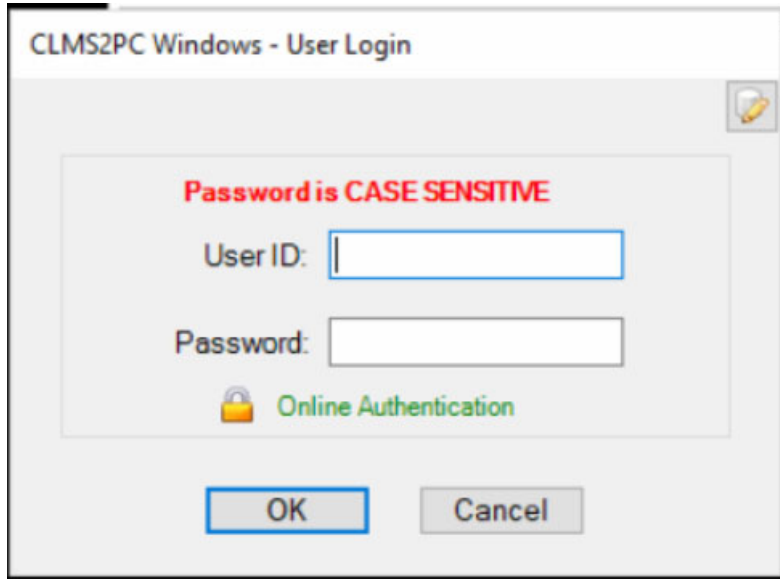
11. You will get prompted to restart the computer click the **Finish button** to restart the computer.



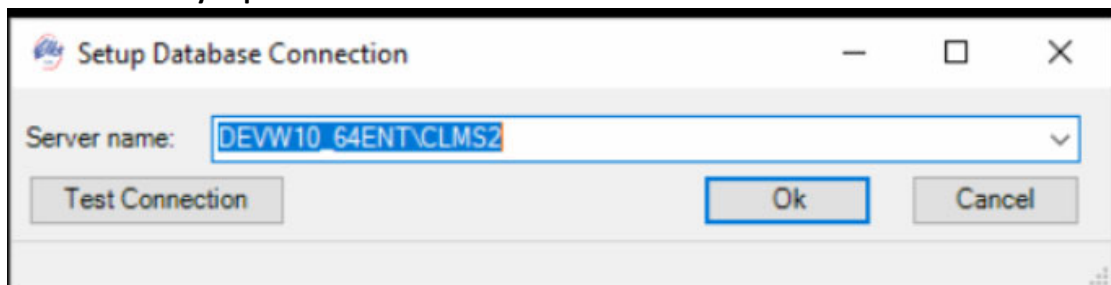
12. Now locate the CLMS2PC 2018 icon that should be on your desktop, double click this to launch the new application for the 1st time.



13. Enter your user and password to login.



14. You may get this window Setup Database Connection. Click the **Test Connection** button, otherwise the sync process will start.



15. You should get a **Connection successful!** Message box click the **OK** button. Then click the **OK** button on the previous Setup Database Connection box to continue.



16. The initial Sync process will then start.

