



Program installation and activation

Package manager

Update Manager

Rev.2007-03-16



ul. Zjednoczenia 2; PL 41-500 Chorzów
telephone: +48 32 720 49 00; fax: (032) 249 37 33
<http://www.instalsoft.com>; E-mail: info@instalsoft.com

Trademarks: InstalSoft, InstalSystem, Gredi, OZC are registered trademarks of InstalSoft s.c. or of their proprietors. Adobe and Acrobat are trademarks of Adobe Systems Incorporated. AutoCAD is a registered trademark of Autodesk, Inc. Microsoft is a registered trademark of Microsoft Corporation.

Names of installation products are used in this manual for illustrative purposes only and they do not constitute any recommendation for particular applications and guarantee of presence of these products in catalogues included in the software.

A content of this document does not have to correspond to an actual functionality and appearance of the program.

Contents:

1. HARDWARE REQUIREMENTS	1
2. INSTALLING	1
2.1. MAINTENANCE OF PROGRAM INSTALLATION	1
2.2. UNINSTALLING.....	2
3. ACTIVATION	3
3.1. ACTIVATION VIA INTERNET.....	3
3.2. ACTIVATION WITH NO INTERNET ACCESS	3
4. PACKAGE MANAGER	7
4.1. INFORMATION ABOUT AVAILABLE CATALOGUES	7
4.2. PROGRAM MAINTENANCE, RESTORING OF BASIC PROGRAM SETTINGS AND EXAMPLES	7
4.3. UPDATING AND ARCHIVING THE PACKAGE AND ITS CATALOGUES	8
4.4. RESTORING OF PROGRAM AND CATALOGUES STATUS.....	9
4.5. MANAGING PROJECTS AND FILES	9
4.6. INACTIVATION	10
4.6.1. Automatic inactivation	10
4.6.2. Manual inactivation	11
5. UPDATE MANAGER	13
5.1. INSTALLATION AND OPERATION.....	13

1. HARDWARE REQUIREMENTS

Package software runs best under MS-Windows 2000 (SP 4), MS Windows XP Professional (SP 2), MS Windows XP Professional x64 Edition, Ms Windows 2003 Server, MS Windows Vista. Minimum hardware configuration consists of a computer with a Pentium III processor or equivalent and with 256 MB RAM. Recommended computer configuration includes a processor with clock frequency of at least 1 GHz and 512 MB RAM or more. The software is designed as single-user program, i.e. not for operation on a network, however, it can be installed on a network disk. The use of a 17-inch or larger monitor at 1024 x 768 resolution and at least 256 colours is recommended. A CD-ROM drive, local or accessed via network, is required for installing the software. Internet access is recommended during first run and occasionally later, as it facilitates software and catalogues update.

Any printer, installed under Windows with proper drivers, is required for printing tables. Plotters or printers that handle A3 paper format or continuous paper are recommended for printing drawings.

2. INSTALLING

The software is supplied on a CD-ROM and is protected against illegal dissemination by the so-called activation – regular check made on the InstalSoft server of User's right to use the software. This right is granted during the first launch of the program. The right is tied to serial number of the program, which is printed on the User's Licence label, and also to the computer – for this the installed program may not be transferred directly (e.g. over a network) to another computer.

This is a single-stand package, which means possibility of simultaneous using the licence number (belonging to specific program application) on one computer. Each starting of package on another stand, than before requires its inactivating on this stand and activating on another one.

If the program package contains applications Instal-therm, Instal-OZC and Instal-san, then the application Instal-san can be used on another computer, than applications Instal-therm and Instal-OZC.

Installation of the program means that the User accepts the terms and conditions of the Licence Agreement between the program producer, InstalSoft, and the end-user. The printed agreement with the label bearing the serial number of the program is a component of the package.

! IN VIEW OF THE ABOVE THE USER IS REQUESTED TO READ CAREFULLY THE ENTIRE AGREEMENT.

The installation disk features a start menu, which on most computers is displayed after the disk is inserted into the CD-ROM drive, if the CD-ROM has activated auto-start function. If this is not so, launch CDSTART.EXE from the main folder of the disk. To start program installation select the relevant item in the start menu.

The install program proposes a disk and a folder where the package is to be installed. All principal components of the package will be saved to that folder. Default program files are installed on the hard drive on C:\Program Files\folder with program name. A separate subfolder will be provided for project files - usually it is a subfolder of the "My documents" folder.

The install program creates the necessary folders, unpacks files and creates a group and icons for launching programs. To do this you need administrative permission (on local computer). Therefore, if you have no such permission, you should ask the computer administrator to log in for the time of the installation. This is not required for normal use of the program.

If during installation standard folder „My documents” will be selected for data file saving and if each User of the Windows system has his own „My documents” folder, then the program will allow personal settings of for each User individually. This allows separate data file management. In data folder are also saved program settings, screen layout, visible windows on the screen, toolbars, drawings libraries etc.

The software can be installed on a computer with no permanent CD-ROM drive, provided that the computer is connected to a local area network with at least one computer with a CD-ROM drive. The CD-ROM drive should be made accessible from the computer where the program is to be installed.

The “Package Manager” is also automatically installed during program installation. It facilitates handling and managing data files of the projects carried out and updating and saving of the program and catalogues.

2.1. Maintenance of program installation

to perform the program maintenance, insert the installation disk into CD-ROM drive and select position “Install/uninstall program...”. The proper installation program will start, with following proposals:

- program installation modification,
- next program installation
- program uninstalling.

First two options are called "Maintenance of program installation". First one is used for adding or removing of components, which are not necessary for program operation (e.g. help files or manual in electronic form). Second option means repeated copying of already installed components from CD on a hard disk drive and is used for refreshing of already performed installation, if there is a suspicion that a file on a hard disk drive can be damaged (e.g. after virus infection) or after failed updating of package manager.

- ! If after program installation an update by means of "Package Manager" has been done, then updated files are newer, than these on installation CD. In such situation, if repeated installation is necessary, the updating must be repeated as well!***

2.2. Uninstalling

Uninstalling of program means its removing from disk drive. While uninstalling, Internet access or manual program inactivation is required. Internet access enables automatic releasing of activation for User's licence number, which means that from this moment it will be possible to activate the program on another (or the same) computer.

Uninstaller will not remove any common files installed before in system folders, it will leave as well the folder with project files, to protect User's data.

- ! If it is necessary to remove a program from hard disk drive or to move it to another computer, IT SHOULD NOT BE DELETED, but just start the uninstall program, otherwise the right to program using will be lost.***

To start the uninstall program, insert the installation disk into CD-ROM drive and select position "Install/uninstall program..." Proper installation program will be started, which will propose program maintenance options described above, as well as a third option – uninstall. After the program uninstall option is accepted, inactivation (automatic or manual, depending on the Internet access) as well as uninstalling will be performed.

Uninstalling can also be performed in computer in Control Panel – "Start/Settings/Control panel/Add, remove programs.

- ! If the hard disk drive, on which the package is installed, should be exchanged or sent to service or if operating system (Windows) should be reinstalled on it or if some hardware components should be exchanged, then it is necessary to inactivate or uninstall the package first.***

It is also possible do inactivate the program without uninstalling. Inactivation can be done directly from the Manager level: after clicking the button "Activation" in upper part of window appears a list of applications which can be inactivated by this Manager. After the command is selected, program will ask the user to confirm the operation. Then, after operation is confirmed, it switches to inactivation type selection window (manual or automatic).

To use the program again, it is necessary to perform secondary activation. To do this, start the program from menu start of from the level of manager – program will automatically display a dialogue window, in which the program licence number must be entered. Then proceed as in the case of first activation – see chapter 1.

3. ACTIVATION

Program activation consists in granting the User the rights to use the program and in verifying the granted rights. Program activation is granted for a temporary period and requires activation from time to time. Program will inform about date of required activation after starting the program, when the date of termination activation is close ahead. Date of activation validity can be checked by selecting the button "Activation". Periodicity of activation validity belongs to the program protection system.

Activation can also be performed at any time. This can be done by means of function "Activation refresh". Activation refresh consists of repeated activation after program inactivation.. Type of activation and inactivation can be freely selected – automatic or manual.

Information on activation is stored on InstalSoft's server, that is why Internet access is recommended for receiving or verifying activation. If access is not available these activities may be performed on other computer with Internet access or through correspondence, preferably using fax.

If the activation has been granted via Internet, then the validity of activation is verified via the same route it was granted (during normal use of the program). The User is informed before the validity expires and he or she may reactivate at any required moment.

If the User has made activation on the way of correspondence or by means of another computer, then the activation is granted for six months. It is necessary to make a reactivation before this date. The User will be informed about this.

! Activation should be done as first, before program updating.

3.1. Activation via Internet

After installation the program is not activated. Therefore, after launching it, a dialog box is opened where the serial number of the program licence printed on the label on the Licence Agreement should be entered. It is also possible to complete fields concerning the name of the User, organization and address. Selecting the field "Send my data via Internet to InstalSoft" enables their sending together with licence number to the InstalSoft server.

After approving and confirming that information, another window is opened where mode of activation is selected. If automatic mode is selected, connection is established via the Internet with the InstalSoft server, the licence number is checked, the program is activated and information on the granted activation is saved. Internet connection takes a few seconds, provided there are no interruptions, and modem users should not worry about cost.

If the automatic activation fails, then the probable cause is a proxy server in the user's network. Knowing the proxy server parameters, they can be entered in edition fields of activation program, which are available after clicking the "Proxy" button. An alternative solution is to abandon the automatic activation and to perform a manual activation described below, using any Web browser, on another computer or on the same computer, on which automatic activation has failed.

3.2. Activation with no Internet access

If the computer where the program is to be installed has no Internet access, or if automatic activation has failed, the user should select manual activation in the mode selection window. Afterwards a window is opened where the Computer Code is displayed.

The Computer Code is generated only once. Therefore, in order to abandon update without losing the Computer Code number, click on "Postpone".

To activate the program manually, the Unlock Code, generated from the Computer Code, should be entered. There are two ways of obtaining the Unlock Code:

- click on the "Print" button to print out a page with the necessary data (including the Computer Code), then fax it, stating your fax number, to InstalSoft, which, upon verification, will send back the Unlock Code. InstalSoft's fax number you will find on printed form

or

- use another computer with Internet access to go to the Web page the address of which is displayed when you click on the "Help" button. Enter the Computer Code in the appropriate field on the Web page and click OK. The Unlock Code is then generated.

Enter the Computer Code or the Uninstall Code displayed on screen during activation or uninstall.

User name:	<input type="text"/>	<input type="button" value="OK"/>
Organization:	<input type="text"/>	
Address:	<input type="text"/>	
Computer Code:	BE8HH1-SJR13Y-2CR3EL-KE7C2L-R5MNV7-AFX3V1-AJM111 (*)	

* providing this data is obligatory

Computer Code:	BE8HH1-SJR13Y-2CR3EL-KE7C2L-R5MNV7-AFX3V1-AJM111
Unlock Code:	97ML72-QVCB1R-CNY5SL-7B21WL-T9LJGK-12BA82-1

! The best way of transferring the Computer Code is to copy it into the Windows clipboard (Ctrl-C) and paste it to a text file or use the "Save" button in the install program window. Then save the file to a diskette and place that diskette in the drive of the computer with Internet access. Read the text file (using Windows

Notepad, for instance), copy the Code to clipboard and paste it into the dialog box on the activation Web page (Ctrl-V). A similar procedure can be used to transfer the Unlock Code from the Web page to the activation program.

Enter the Unlock Code into the field in the activation window and then activate the program. If the code entered is correct, the program is started.

- ! The Unlock Code terminates after the next installation of the program, of the Windows system or after hardware exchange. In such situation it is necessary to generate a new Computer Code and obtain a new Unlock Code.***
- ! The “Computer Code and Unlock Code” pair is generated once only. In case of new installation it must be generated again.***

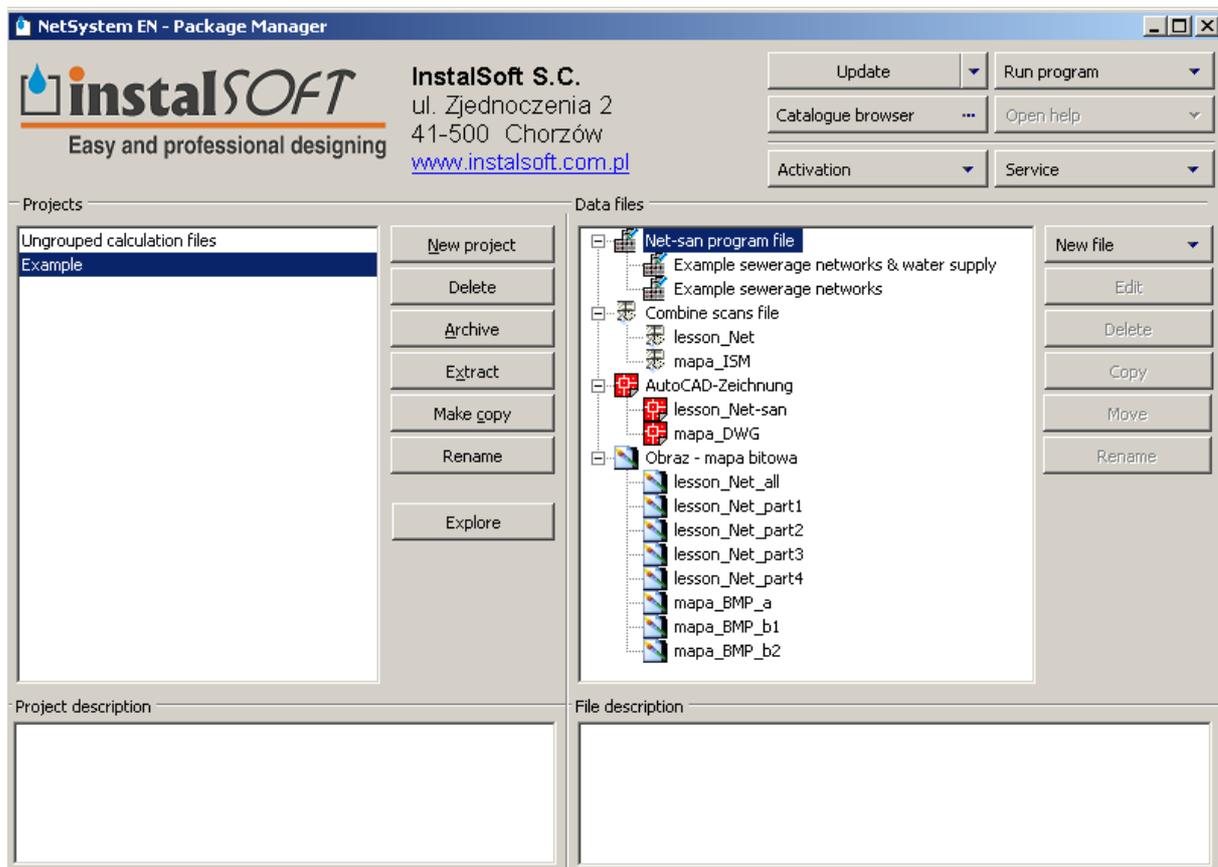
4. PACKAGE MANAGER

After installation of the package, a shortcut appears in the Start Menu to an auxiliary application – “Package Manager”, which supports the use and updating of the program and updating of catalogues.

The source for the update can be a disk (dedicated CD-ROM with update files – not the installation disk of the package! – see section 5) or the Internet. The Package Manager also fulfils the role of an integrator (enables access to all package applications), enables organizing the data files according to projects carried out and archiving of these projects. The Package Manager is installed automatically during program installation.

The “Package Manager” fulfils the following functions:

- integration of all package applications, enables launching them from one menu –“Start the program” button
- enable creating and deleting shortcuts to programs managed by the Package Manager – as above
- enable opening of help file for the managed applications –“Open help” button
- enable program maintenance and restore basic program settings and examples –“Service” button
- inform about available catalogues and enable reviewing and updating –“Review catalogues” and “Update” button
- enable update of package application and Manager –“Update” button
- enable management of many data files constituting one project
- enable creating of an archive of application files and catalogues, including program status before updating
- enable activation, its refreshing and inactivation of managed applications –“Activate” button.



4.1. Information about available catalogues

The “Review catalogues” button enables familiarizing with all catalogues available in the program package of InstalSystem. Individual thematic groups of catalogues are presented in separate windows and are distinguished with vertical tabs. Beside each catalogue the date of its last modification in InstalSoft is displayed.

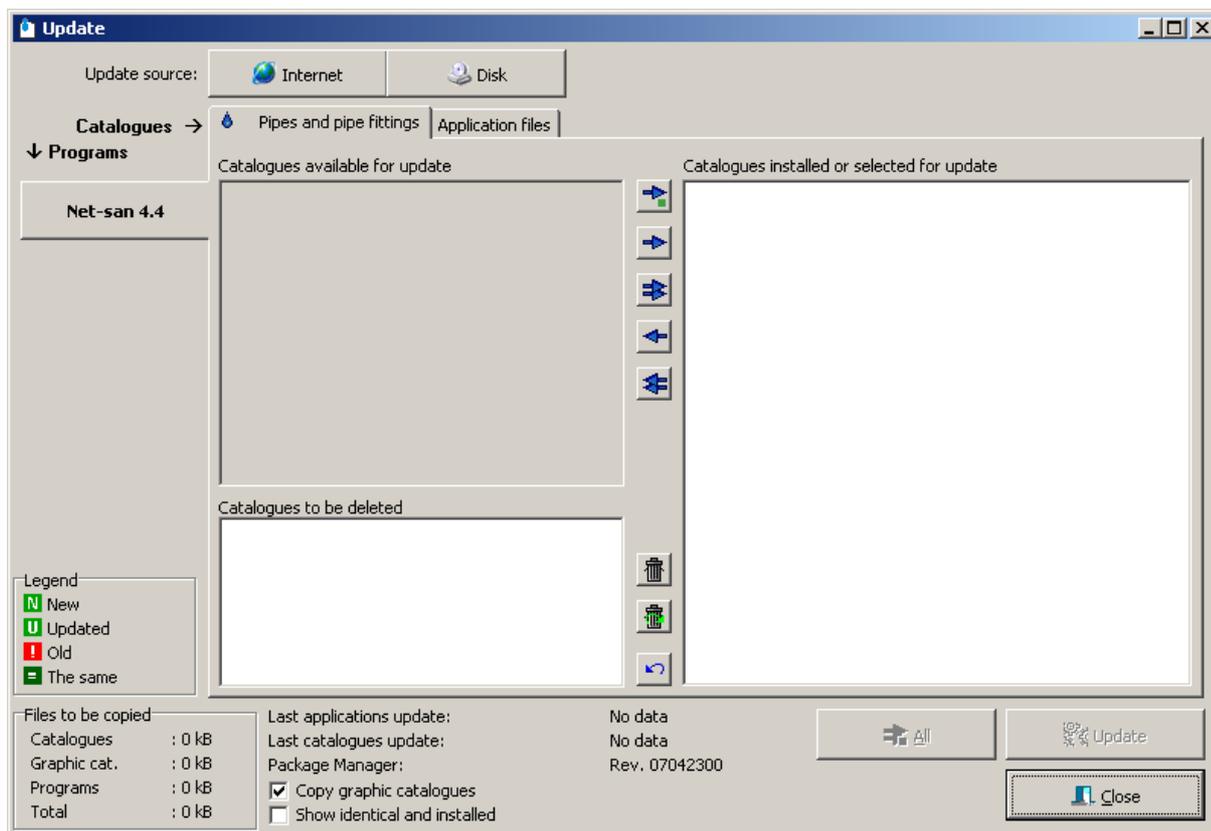
4.2. Program maintenance, restoring of basic program settings and examples

The “Service” button provides two functions: possibility of preparation, saving or sending a problem report form to the company address, as well as restoring default settings of the program with regard to Autoread settings,

appearance of screen and other components, appearance and configuration of toolbars and examples installed together with the InstalSystem program package.

4.3. Updating and archiving the package and its catalogues

To update (or to check whether your package and its catalogues are up to date) click on the “**Update**” button in the main window of the “Package Manager”. A window is then displayed with a list of all installed programs of the package, represented by tabs arranged vertically on the left-hand side. Catalogues associated with each program are represented by tabs arranged horizontally, with the rightmost tab providing information on the necessity to update the application (executable and auxiliary files).



- ◆ To download an update from the Internet, click on the “**Internet**” button to indicate the update source. Then the program fetches from the Web information on new versions of package applications and on new or updated catalogues.

! During updating via Internet it is recommended to disable firewall applications protecting the computer against viruses from the Web. Their operation at this time makes proper updating of application files impossible and as a result – improper operation of the Package Manager.

- ◆ To download an update from a disk (usually from a CD-ROM, catalogues may also be loaded from a diskette), click on the “**Disk**” button to indicate the update source and select the appropriate disk drive. Then the program finds on the disk information on new versions of package applications and on new or updated catalogues. The update disk is prepared by InstalSoft after sending via the Internet or to the postal address of the order form for the update disk – which is not a standard program installation disk. It is also possible to prepare an update disk by the user – more information in section 5.

! The procedure described above is not the update – no changes are made to the user’s package yet !

After successful downloading of necessary information, the Package Manager displays a list of new or updated catalogues for each program of the package. To update catalogues, go through all tabs and move the required catalogues from the left-hand list (“Catalogues available for updating”) to the right-hand list (“Installed catalogues or catalogues selected for updating”). Tabs of catalogues, climatic data, construction materials and application files, on which there are data to be downloaded, are marked with a green square.

The total size of files to be downloaded is shown in the lower right part of the update window. The first update usually involves a large portion of data, as the programs themselves have to be updated. This may be important to those who have modem access to the Web.

- ! Empty left-hand list and its grey background indicate that no information on update has been fetched.**
- ! To update all catalogues of the Manager, click the "All" button in lower part of the window and then the "Update" button.**

To carry update proper into effect, click on the "Update" button. Now the program will ask if the current program status should be saved. Selecting "Yes" will cause saving and packing the applications and catalogues in the folder, in which the program has been installed. Default path: C:\Program files\folder with program name\ls_man_IS_4.x \Saved States under the name given by the user. Saving the archive enables – if need be – restoring the status of programs and catalogues before updating. After selecting "No" for saving the current status of program and catalogues or after successful archiving of existing package status the program starts downloading files from the Web or reading files from the disk and updates the package. Appropriate message is displayed when the update is finished. An error message displayed during the updating process means that the process has to be repeated, although some of the files may have been updated.

If no files for updating have been selected or if the program status is up to date, it will be also indicated by an appropriate message. Selecting the "Close" button will cause exit from the program update window.

4.4. Restoring of program and catalogues status

If the user had conducted program archiving, then it can be restored to its previous status by selecting "Restore previous program status" from the pull-down menu of the "Update" button. As instructed by the program, it is necessary to carry out inactivation and select the same command once again.

- ! The "Restore previous program status" requires performing INACTIVATION**

In displayed window containing list of packed folders, select the proper one. Packed file archives contain such information as:

- date and time of archiving
- archive description

After selecting the proper archive the program makes sure, if this change should be performed. Program will ask for updating of actual status of program and catalogues. After that. it will restore the status of application and catalogues, according to the date of selected folders archive.

4.5. Managing projects and files

The program features a function for managing projects created with individual applications of the package (creating new project file, moving files between projects, archiving files and extracting from archives).

By a project we mean a set of data files created with InstalSystem software associated with one investment project or one order, stored in one folder or archived in one file and accompanied by a comment. The name of the folder includes the name of the project. Folder "non-grouped analytical files" includes all files, which have not been saved to any folder.

List of projects created by the current user is shown in the left-hand box of the main window. The box on the right side displays the list of data files associated with the given project. Indicating another project automatically refreshes the contents of the file list.

- ! Double clicking on the name of a file launches the pop-up menu, characteristic for the selected file. It is possible to select here the proper application to perform file edition.**

Project management includes the following functions:

- ◆ To create a new project, click on the "New project" button. You will be prompted for the project name and a new folder will be created for the new project files.
- ◆ To move a file from one project to another, indicate the source project in the left-hand box and drag selected file from the right-hand box to the left-hand box onto the destination project. You can also select the data file, click on the "Move" button and indicate the destination project in a separate box.

- ◆ To archive a project, select it in the left-hand window and click the “Archive” button, then amend the list of files to be archived (remove unnecessary files from the right-hand list by selecting them and clicking the button with arrow “to the left”, or add files from the left-hand list by means of the arrow “to the right”) and select the “Archive” button.

Project archiving consists in creating a compressed ZIP file with all or selected data files associated with the project. The archive file is by default saved to the “My Documents” or similar folder, depending on the version of the operating system used, under selected name.

The program looks in that folder for archives for extracting files therefrom. Extracted files are by default saved to the current project – marked in the left-hand window. It is also possible to select any destination folder by marking the “Unpack to other catalogue than current project” field and then selecting proper location.

- ◆ To extract files from an archive, indicate the destination project in the list of projects (it can be an empty project), click on the “Extract” button and select the file with the compressed archive.
- ◆ To find file location of selected project and to use the pop-up menu assigned to the file, select the “Explore” button. Exploring consists in displaying in the exploration window of the tree structure, where the folder of the selected project and its files are highlighted.
- ◆ The program also enables the deleting of the project, making a copy of the entire project (and its contents) and renaming of the project.

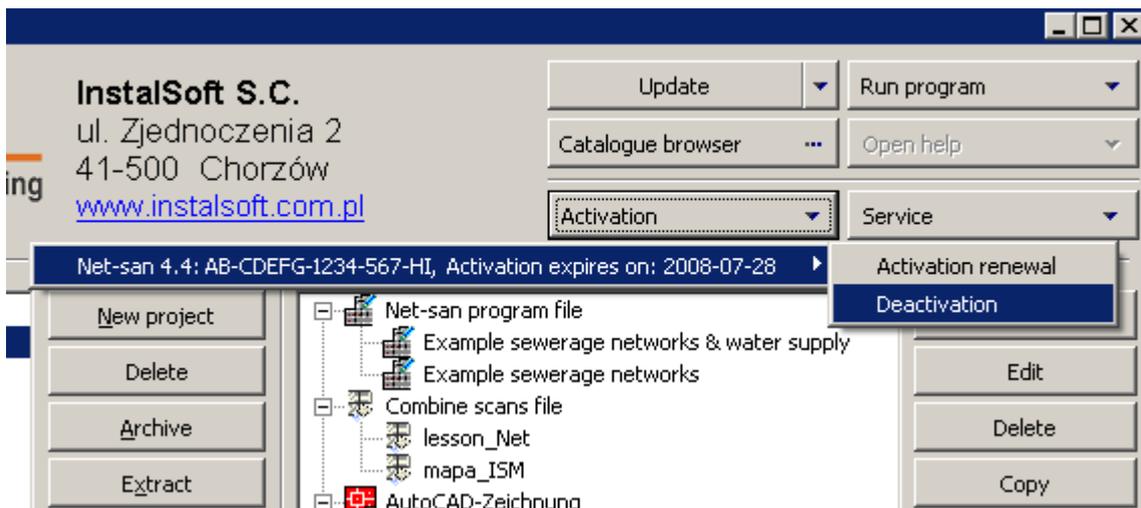
Data files management includes the following functions:

- ◆ Function for creating a new file of a type selected from those available in the applications list (this file is not empty!).
- ◆ To edit existing or created new files, select a file in the right-hand window and use the “Edit” button or select the “Edit” command from a pop-up menu assigned to a file.

The program also enables removal of the data file, copying, moving to another project and renaming.

4.6. INACTIVATION

The program can be inactivated without uninstalling it by using the "Inactivation" command. This can be done either automatically or manually.



4.6.1. Automatic inactivation

When automatic inactivation is selected, an Inactivation Code is generated, sent via Internet to the InstalSoft server for approval. Upon approval the program is inactivated.

4.6.2. *Manual inactivation*

When manual inactivation is selected, the program is inactivated and an Inactivation Code is generated. This Code can be copied to a Web browser (the address can be displayed by clicking "Help") or sent by fax (see also).

In the case of inactivation no Unlock Code is provided. After carrying out the procedure described above, the program is inactivated and the licence number can be reused.

5. UPDATE MANAGER

The Update Manager is a free-of-charge non-copy-protected program enabling the preparation by the user of a CD-ROM (or other data carrier, e.g. USB Drive) with the update of a given package version. It is particularly useful for users with Internet access on other computers than these with installed InstalSystem programs, starting from version 4.

The update is downloaded from Internet and then it is saved in defined folder, the content of which should be copied onto appropriate data carrier or should be made available in local network. This program is not installed by default – if you want to install it, select adequate item from the package installation disk menu.

! The program is adopted to download update of the given package version only

5.1. Installation and operation

The Update Manager should be installed on a computer with Internet access, on a hard disk drive in the location suggested by the installer. An “Update Manager” folder is created, to which the program will be saved.

To download the update from the Internet, launch the “Update Manager” from the Start Menu and click the “Download update info” button. A connection is made with the Internet and files located there are reviewed and then information about the size of files to be downloaded is displayed in the bottom left corner. In the next step, click the “Download files for update disk” button. During update download, a subfolder “Update” is created, to which all downloaded update files will be saved.

After the update process is completed, save the contents of the “Update” subfolder on a CD-ROM, other data carrier (e.g. USB Drive) or make it available on local network.

Insert the data carrier, to which the “Update” subfolder has been saved, into appropriate drive of the computer where the program package is installed. Program updating is performed by means of the Package Manager. If the contents of the “Update” subfolder has been saved to a CD-ROM, then it is necessary to indicate the CD-ROM access path in the Manager during update from the disk. If the “Update” subfolder (with its contents) has been saved to a CD-ROM or if this folder has been made available on local network, select this subfolder as the access path in the Manager window.

! The Update Manager can be used many times to create update disks, therefore the created “Update” subfolder should not be removed. During subsequent update the program will download only the newer files from the server. Nevertheless if the folder is to be removed after its saving to a CD-ROM, then during the checking of new information about changes, the complete update will be downloaded.