

Installing the ISCR FTP Program

(Standard Configuration)

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These instructions tell you how to download and install the Indiana State Cancer Registry (ISCR) FTP Program from the Indiana State Health Department website. These instructions are for facilities that use any cancer registry software except Rocky Mountain Cancer Data Systems (RMCDS). If you use RMCDS, do not try to install this software. Instead contact ISCR. Contact information appears at the end of these instructions.

You will need a password and a facility list file in order to install this software. To obtain the password and the file, contact ISCR. Contact information appears at the end of these instructions.

Administrative privileges are required to install this software. If you do not have administrative rights on your computer, contact your helpdesk to have the appropriate person install this software for you. In any event, be sure to follow your facility's policies on installing new software.

IMPORTANT: This program will automatically update itself when it detects a newer version is available from the FTP server. This means it must be installed in a folder where it can create, delete, and modify files when it's run by the end user. The folder where the program is installed is set in Step 6. Be sure the user has full privileges in this folder.

Brief Instructions

Installing is fairly straightforward. Just follow these simple instructions. You can refer to the detailed instructions if you need more information for any step.

1. If you're not already there, go to <http://www.in.gov/isdh/25235.htm> in your browser.
2. Click the **Download** link for the standard configuration.
3. Click the **Run** button in any dialogs or prompts that are displayed.
4. Click the **Setup** button.
5. When prompted, enter the password.
6. Enter the pathname of the facility list file you received from ISCR and click the **Next** button.
7. Change the installation location, if desired, and click the **Next** button.
8. Change the shortcut and user options, if desired, and click the **Next** button.
9. Change the transport options, if desired, and click the **Next** button.
10. Review the installation options and click the **Install** button.
11. Give full permissions to the appropriate users on the installation folder.

Detailed Instructions

Each step in the brief instructions has a corresponding step in this section giving more details about how to perform that step.

1. If you opened this document by clicking the [Installation Instructions](#) link, then you're already at the web page (but in a different window or a different tab of the same window) and you're done with this step. If you opened a saved copy of this document, click on this link: <http://www.in.gov/isdh/25235.htm> to go to the web page. Otherwise open your browser, type (or copy and paste) the link in the address bar, and press Enter.
2. On the web page you opened in Step 1, click the [Download](#) link for the Standard configuration. This link is in the table in the row labeled **Standard** and the column labeled **Download**.
3. If you see the *Security Warning* dialog shown in Figure 1, click the **Run** button. Depending on your browser, the dialog may look very different. The important thing is to choose to run the file rather than save it.

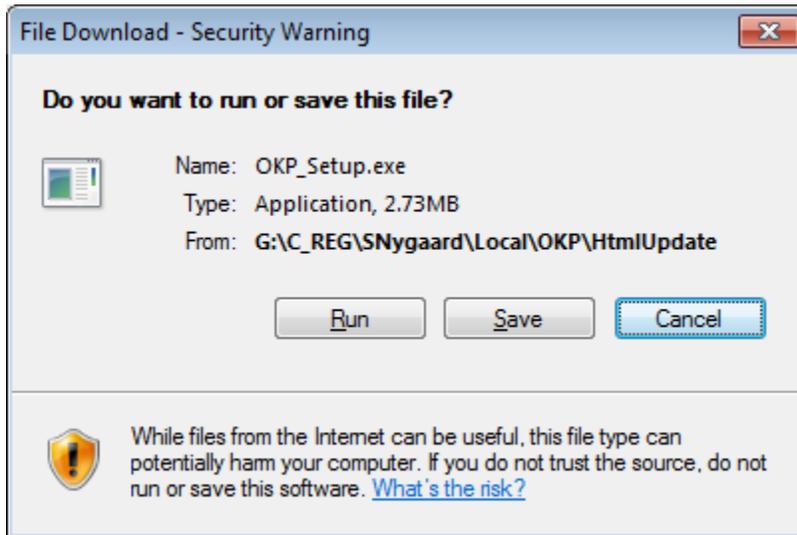


Figure 1: First Security Warning Dialog

If you see the *Security Warning* dialog shown in Figure 2, click the **Run** button.

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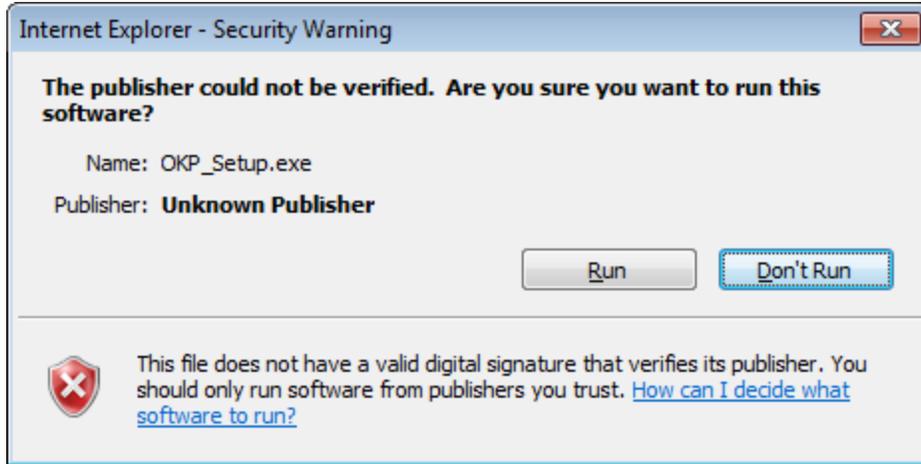


Figure 2: Second Security Warning Dialog

4. In the *WinZip Self-Extractor* window shown in Figure 3, click the **Setup** button.

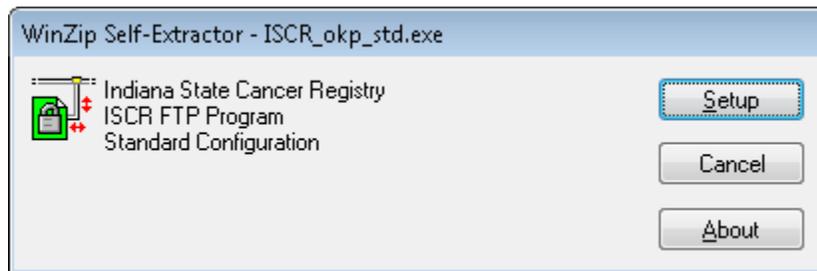


Figure 3: FTP WinZip Self-Extractor Window

5. In the *WinZip Self-Extractor Password* window shown in Figure 4, type the password you obtained from ISCR and click the **OK** button.



Figure 4: Password Prompt

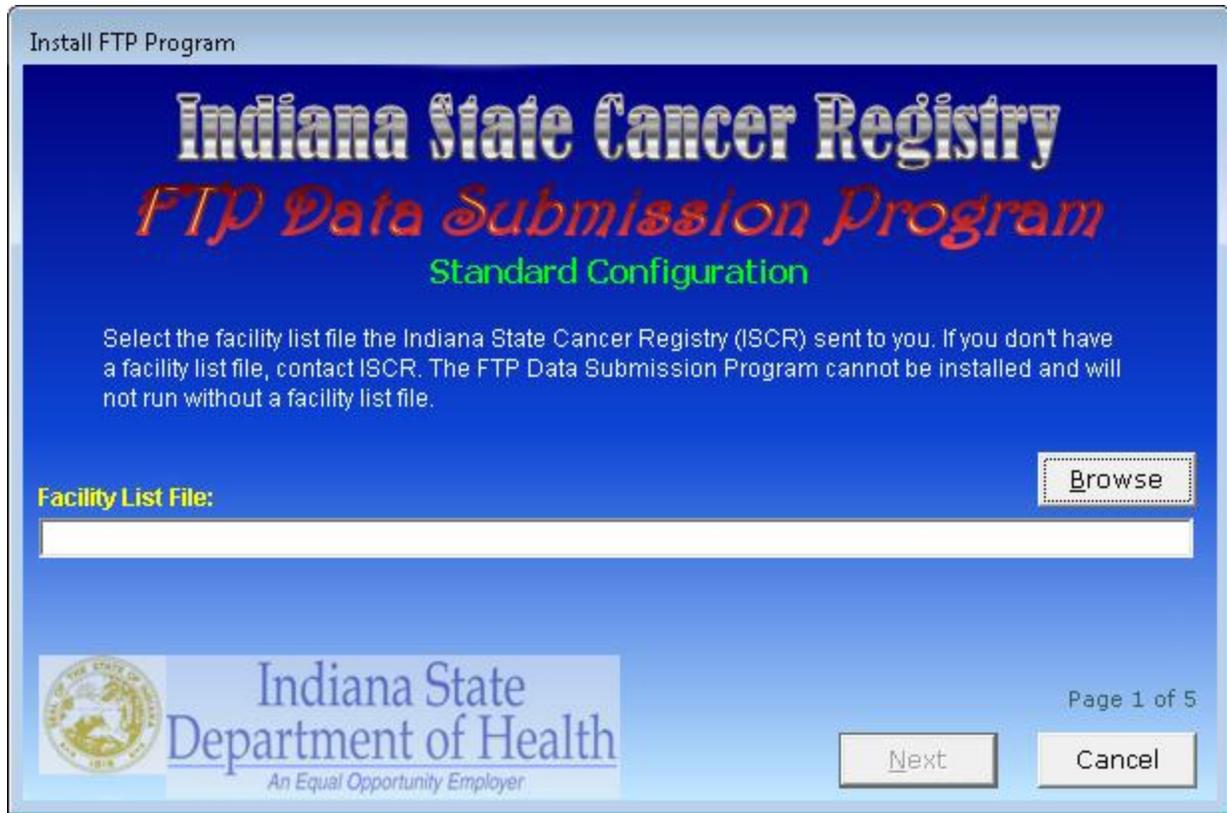


Figure 5: Install FTP Program Window, Page 1

6. In Page 1 of the *Install FTP Program* window shown in Figure 5, enter the pathname of the facility list file you received from ISCR or click the **Browse** button to select it. Then click the **Next** button.
7. In Page 2 of the *Install FTP Program* window shown in Figure 6, change the installation location, if desired. This location must be a folder that already exists. It will be the parent of the folder named in the second text box, which is where the program will be installed.



Figure 6: Install FTP Program Window, Page 2

8. In Page 3 of the *Install FTP Program* window shown in Figure 7, uncheck the box if you don't want a shortcut created on the user's desktop. A shortcut will always be created in the Start menu.

By default the program is installed for anyone who uses the computer. To install the program only for the current user, check the second radio button.



Figure 7: Install FTP Program Window, Page 3

9. In Page 4 of the *Install FTP Program* window shown in Figure 8, select the transport methods to use when the program communicates with ISCR. If both FTP and email are checked, the program will try FTP first and use email only if it's unable to succeed with FTP. Regardless of the transportation method used, confidential data is always encrypted before being transferred.

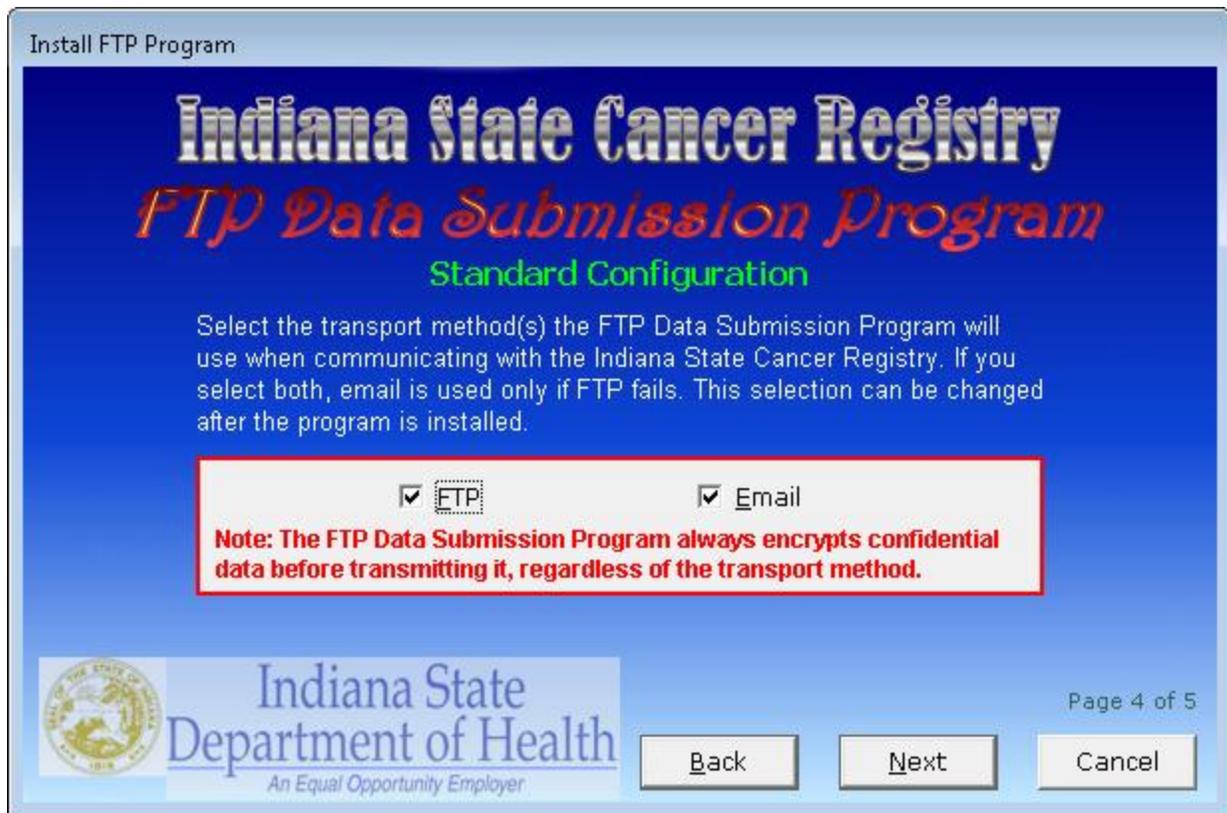


Figure 8: Install FTP Program Window, Page 4

10. In Page 5 of the *Install FTP Program* window shown in Figure 9, review the options you selected in the previous pages. Click the **Back** button to make any changes. Once you're satisfied with the selected options, click the **Install** button to begin the installation.

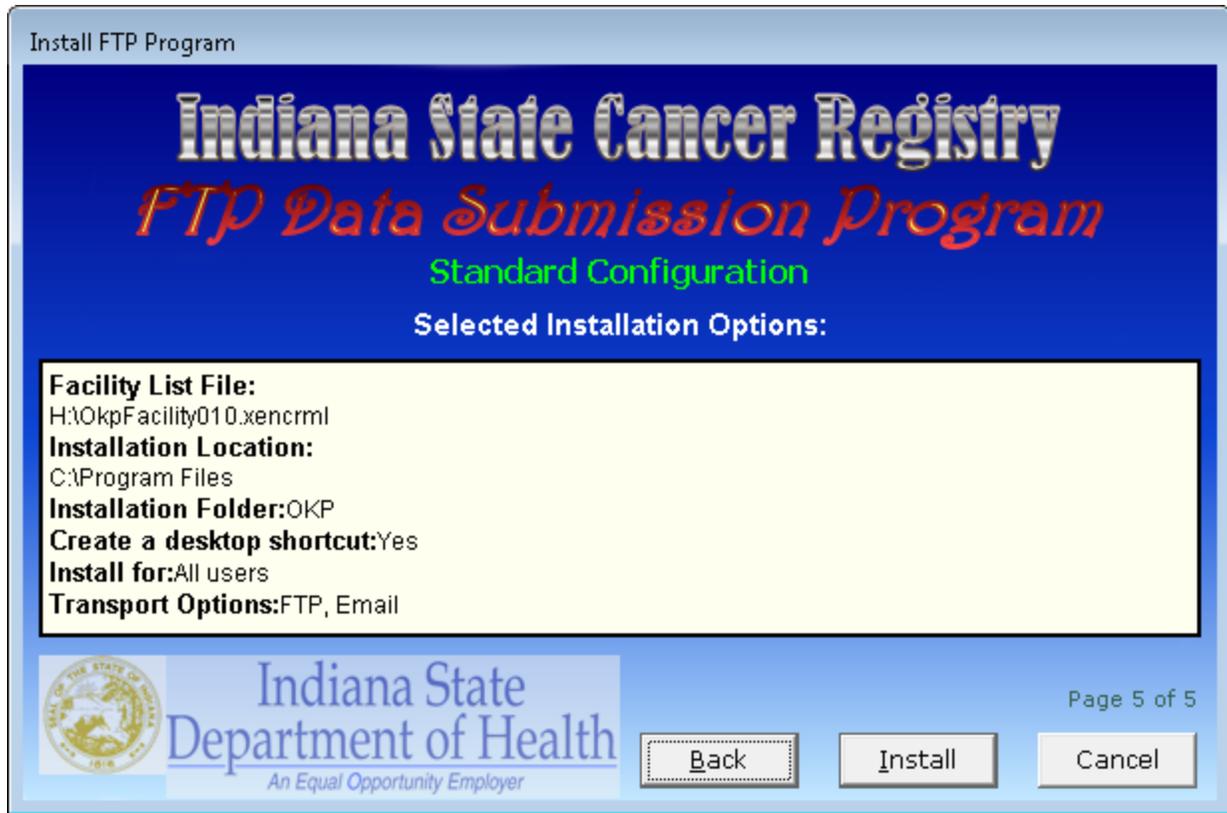


Figure 9: Install FTP Program Window, Page 5

When the installation is complete, the message shown in Figure 10 is displayed. Click the **Finish** button to close the installer.



Figure 10: Setup Complete Message

11. Give full permissions (read, write, and execute) to the appropriate users on the folder where the program is installed.

Contact Information

If you have any problems or questions, please contact the following person at the Indiana State Cancer Registry for technical assistance.

<u>Name</u>	<u>Phone</u>	<u>E-mail</u>
Steve Nygaard	317-234-2561	snygaard@isdh.in.gov