

# Installing ISCR FTP Program

## (RMCDS Configuration)

*This document was last modified September 7, 2021*

These instructions tell you how to download and install the Indiana State Cancer Registry (ISCR) FTP Program from the Indiana State Health Department Web site. These instructions are only for facilities that use Rocky Mountain Cancer Data Systems (RMCDS) software. If you don't 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 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 not required to install this software. If you can run the RMCDS software updates, you will be able to install this software, since it integrates into RMCDS.

### Brief Instructions

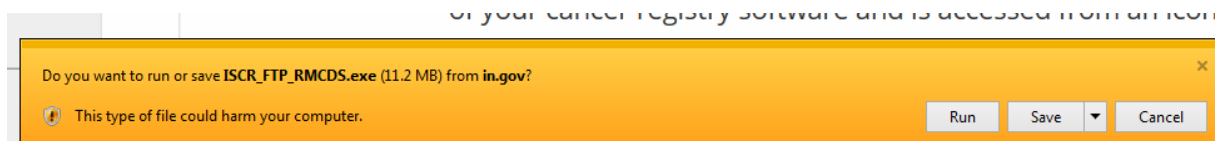
Installing is straightforward. Just follow these simple instructions. You can refer the detailed instructions if you need more information for any step.

1. Go to <https://www.in.gov/health/cdpc/cancer-registry/iscr-software/> in your browser.
2. Click the **Download** link for the RMCDS configuration.
3. Right click on the downloaded zip file and select **Extract All**.
4. Provide a path to extract the files and enter the password obtained from ISCR and click OK.  
**Note:** Remember this path as you will need to go to this folder to complete the next steps.
5. Open the **Mfiles** folder in the extracted **ISCR FTP RMCDS** folder, copy **custom.men** and paste it into the **Mfiles** folder in your main RMCDS folder
6. Go back to the extracted **ISCR FTP RMCDS** folder and find and run the **Setup.exe** file.
7. Enter the pathname of the facility list (xencrml) file you received from ISCR and click the **Next** button.
8. Enter the pathname of the RMCDS **Programs** directory 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. Open Rocky, go to **File > Software Updates** and then Update the latest State Edits from the option – “**Update STATE specific edits for your state**” and click on Run.
12. The version should now read 7.0 on the FTP Program.

### 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: <https://www.in.gov/health/cdpc/cancer-registry/iscr-software/> to go to the Web page. Otherwise open your browser, type 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 RMCDS configuration. This link is in the table in the row labeled **RMCDS** and the column labeled **Files**.
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: Security Warning Dialog**

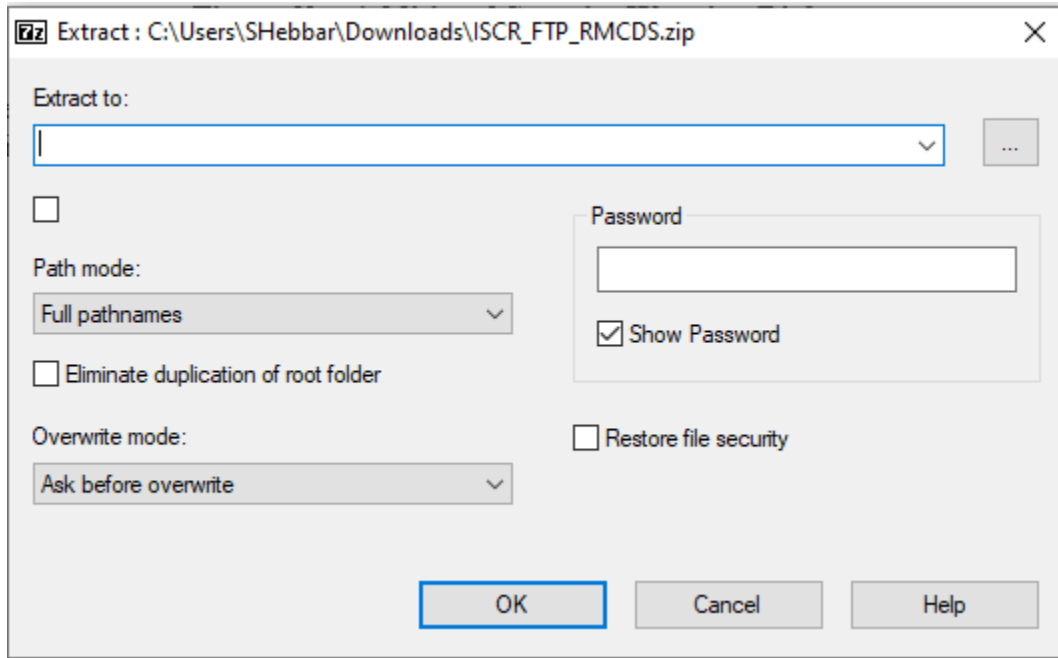
If you see the *Additional Securing Warning* dialog shown in Figure 2, click **Run** button.



**Figure 2: Additional Security Warning Dialog**

4. In the *Extract* window shown in Figure 3, provide a path for extracting the contents of the zip file and the password obtained from ISCR and click OK.  
**Note:** Remember this path as you will need to go to this folder to complete the next steps.

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**Figure 3: FTP Self-Extractor Window**

5. In File Explorer, go to the extracted **ISCR FTP RMCDS** which will be in the path you provided in Step 4. Open the **ISCR FTP RMCDS** folder and go to the **Mfiles** folder shown in Figure 4.

Name	Date modified	Type	Size
Mfiles	7/19/2021 9:37 AM	File folder	
Execute.exe	1/20/2009 12:17 PM	Application	62 KB
FTP Background.bmp	7/1/2012 10:37 AM	BMP File	651 KB
INH14A.gei	9/3/2014 10:56 AM	GEI File	1 KB
INH14A.rmf	9/3/2014 10:25 AM	RMF File	10,085 KB
INH15.gei	4/30/2015 7:37 AM	GEI File	1 KB
INH15.rmf	4/30/2015 7:11 AM	RMF File	9,879 KB

**Figure 4: Mfiles Folder in ISCR FTP RMCDS Folder**

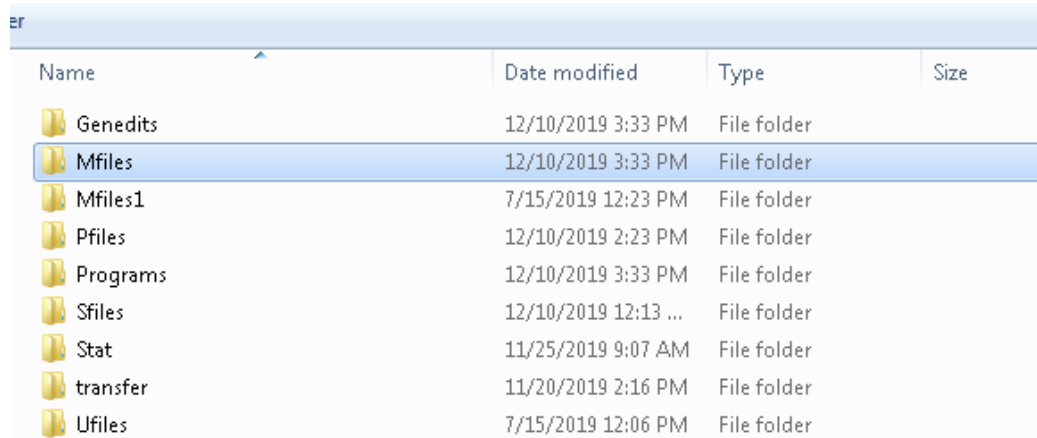
Open the **Mfiles** and copy the **custom.men** file shown in Figure 5.

Name	Date modified	Type	Size
custom.men	6/22/2019 1:49 PM	MEN File	1 KB

**Figure 5: Custom.men File**

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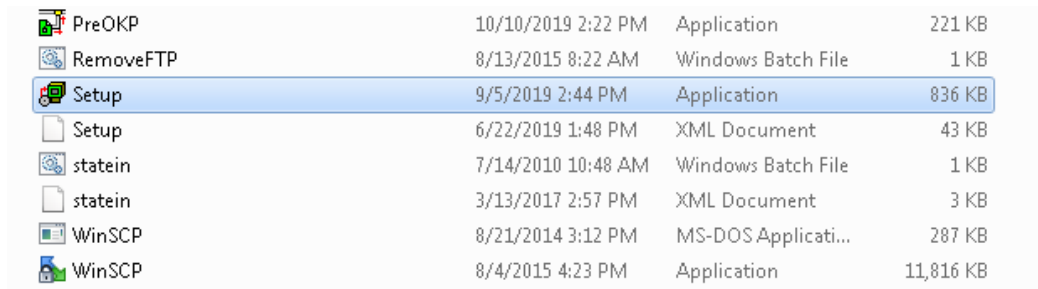
Paste this file in the **Mfiles** folder in your main RMCDS folder as shown in Figure 6.



Name	Date modified	Type	Size
Genedits	12/10/2019 3:33 PM	File folder	
<b>Mfiles</b>	12/10/2019 3:33 PM	File folder	
Mfiles1	7/15/2019 12:23 PM	File folder	
Pfiles	12/10/2019 2:23 PM	File folder	
Programs	12/10/2019 3:33 PM	File folder	
Sfiles	12/10/2019 12:13 ...	File folder	
Stat	11/25/2019 9:07 AM	File folder	
transfer	11/20/2019 2:16 PM	File folder	
Ufiles	7/15/2019 12:06 PM	File folder	

**Figure 6: Mfiles Folder in RMCDS Folder**

- Go back to the extracted **ISCR FTP RMCDS** (refer to Step 6 if necessary) and find the **Setup** application file shown in Figure 7. Double click on the file name to run it.



PreOKP	10/10/2019 2:22 PM	Application	221 KB
RemoveFTP	8/13/2015 8:22 AM	Windows Batch File	1 KB
<b>Setup</b>	9/5/2019 2:44 PM	Application	836 KB
Setup	6/22/2019 1:48 PM	XML Document	43 KB
statein	7/14/2010 10:48 AM	Windows Batch File	1 KB
statein	3/13/2017 2:57 PM	XML Document	3 KB
WinSCP	8/21/2014 3:12 PM	MS-DOS Applicati...	287 KB
WinSCP	8/4/2015 4:23 PM	Application	11,816 KB

**Figure 7: Setup File**

## Installing ISCR FTP Program (RMCDS Configuration)

- On Page 1 of the *Install FTP Program* window shown in Figure 8, enter the pathname of the facility list file (xencrml) you received from ISCR or click the **Browse** button to select it. Then click the **Next** button.



Figure 8: Install FTP Program Window, Page 1

- On Page 2 of the *Install FTP Program* window shown in Figure , enter the path of the **RMCDS Programs** folder or click the **Browse** button to select it. Then click the **Next** button.

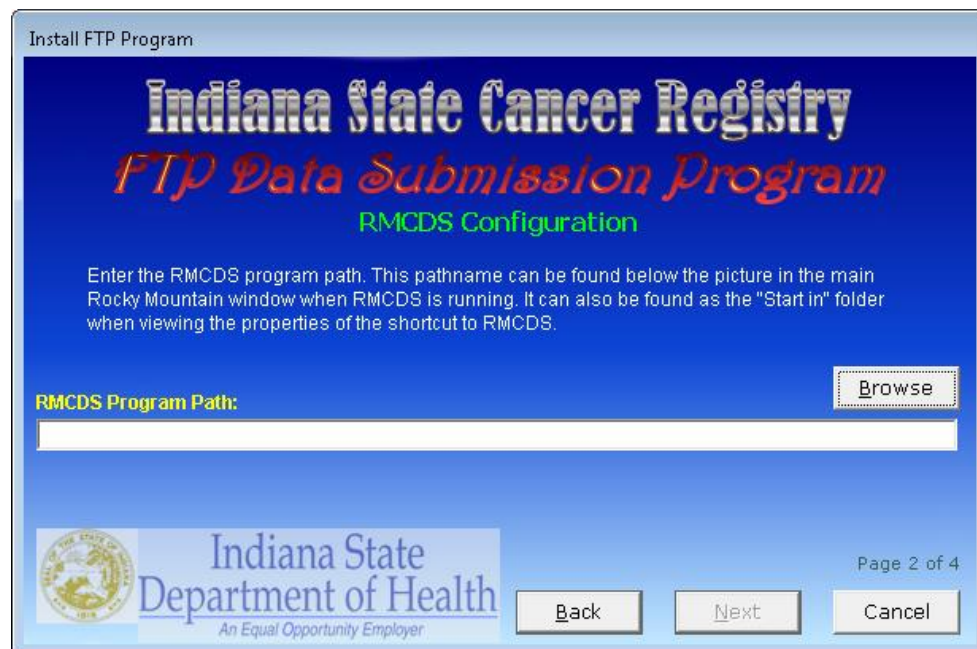
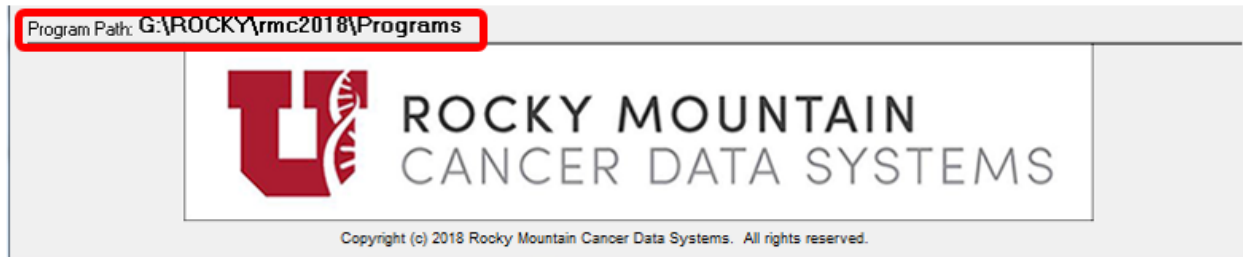


Figure 9: Install FTP Program Window, Page 2

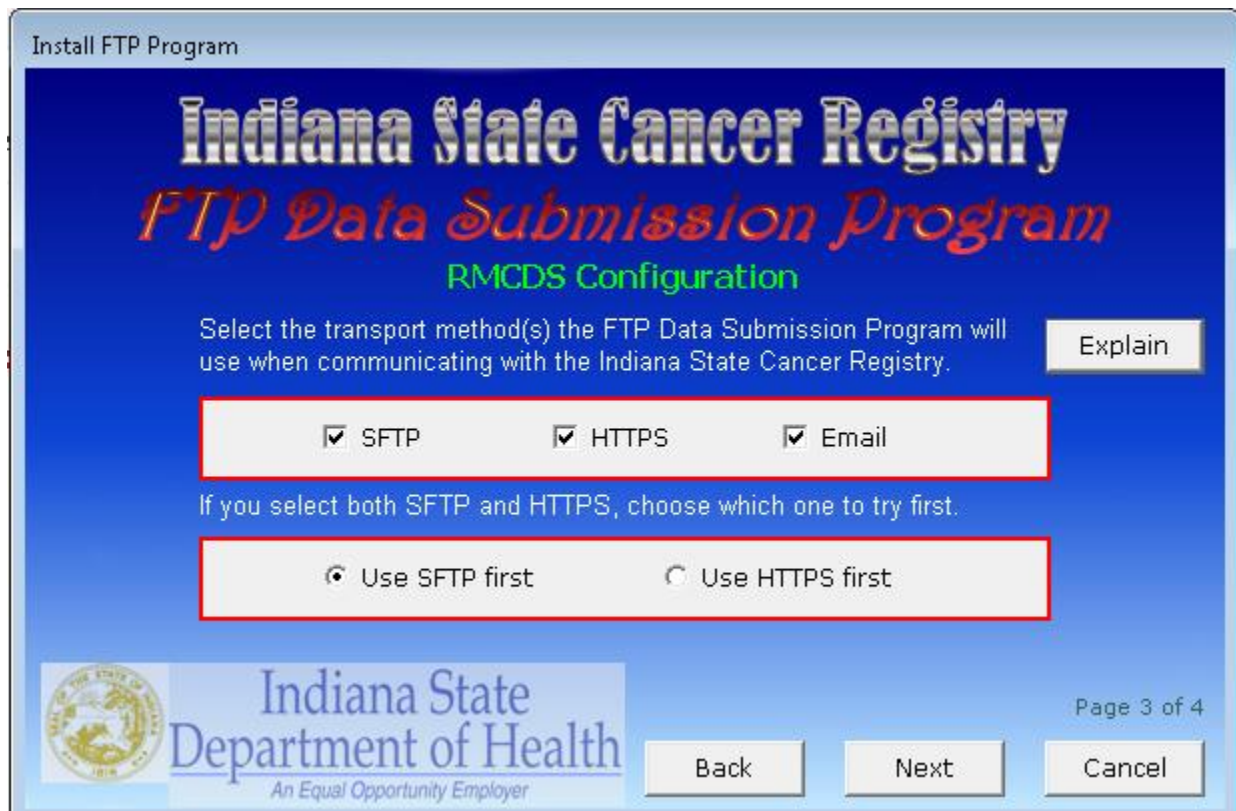
## Installing ISCR FTP Program (RMCDS Configuration)

The path of the **RMCDS Programs** folder can be found near the bottom of the main RMCDS window as shown in 10.



**Figure 10: RMCDS Program Path**

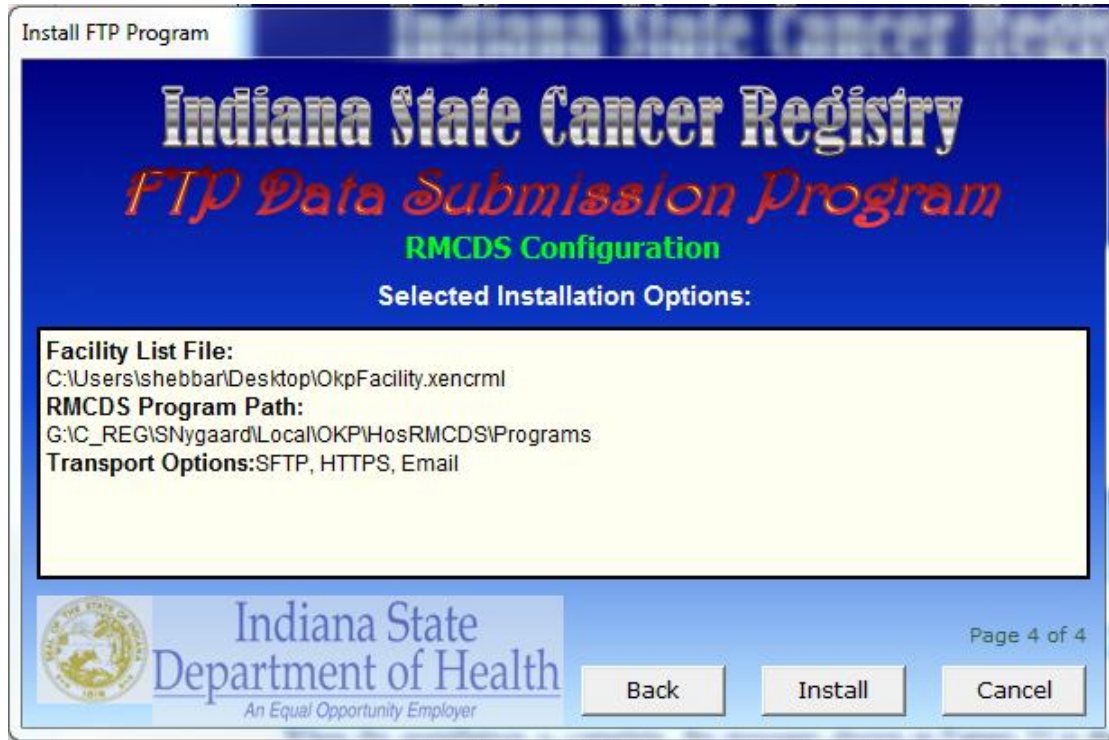
9. On Page 3 of the *Install FTP Program* window shown in Figure , select the transport methods to use when the program communicates with ISCR and which should be used first. If the program is unable to succeed with the first method, the other checked method(s) will be used. Regardless of the transportation method used, confidential data is always encrypted before being submitted to ISCR.



**Figure 11: Install FTP Program Window, Page 3**

## Installing ISCR FTP Program (RMCDS Configuration)

10. On Page 4 of the *Install FTP Program* window shown in Figure 1, 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 12: Install FTP Program Window, Page 4**

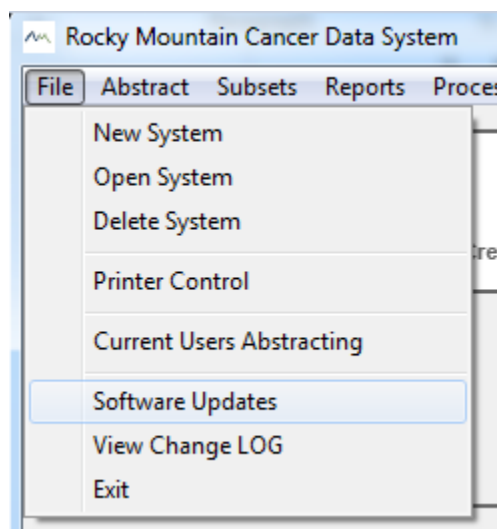
## Installing ISCR FTP Program (RMCDs Configuration)

When the installation is complete, the message shown in Figure 13 is displayed. Click the **Finish** button to close the installer.



**Figure 13: Setup Complete Message**

13. In Rocky, go to **File > Software Updates** as per Figure 14.

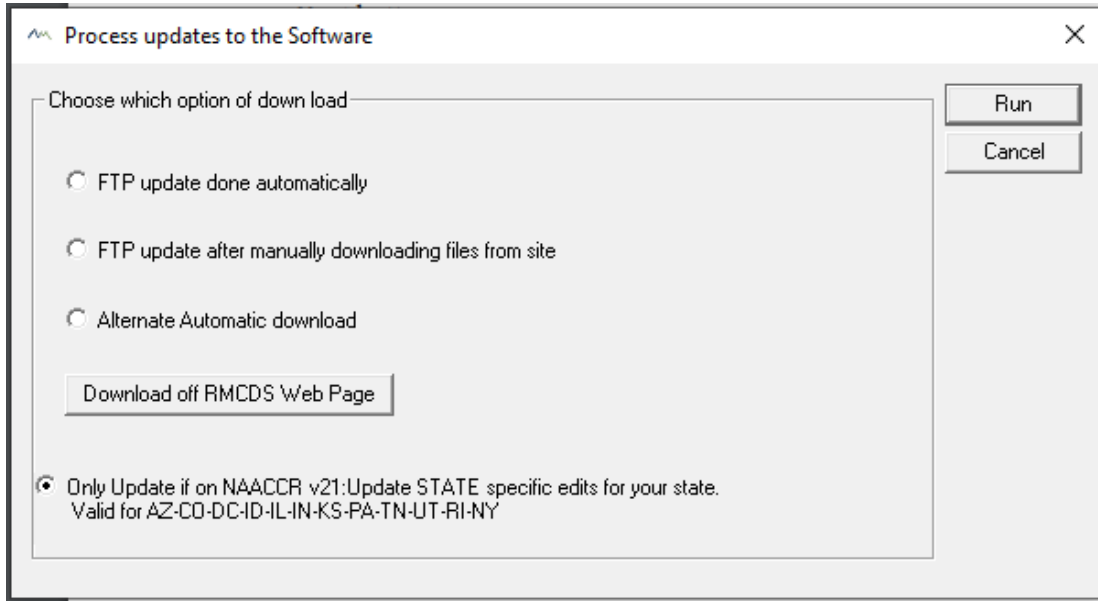


**Figure 14: Software Updates**



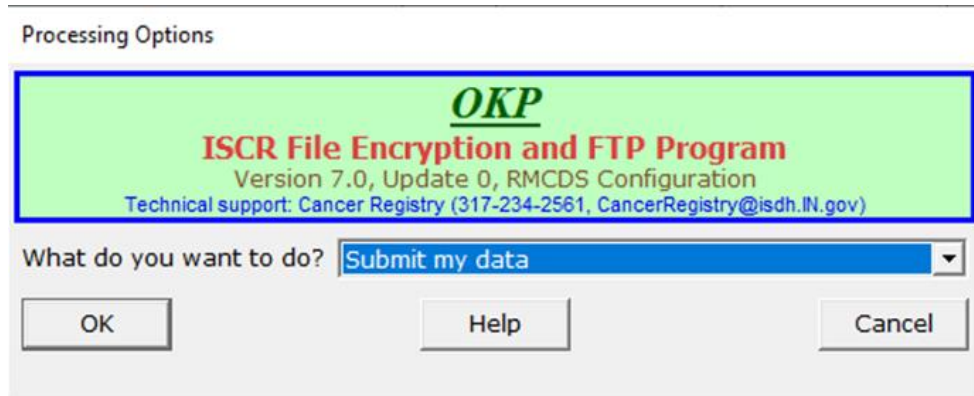
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Then Update the latest State Edits from the option – “Update STATE specific edits for your state” according to Figure 15. Click on Run.



**Figure 15: Process Updates screen**

14. The version on the FTP Program should now be 7.0 as shown below.



## Contact Information

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

Name  
Sneha Hebbar

Phone  
317-234-2561

E-mail  
[CancerRegistry@isdh.in.gov](mailto:CancerRegistry@isdh.in.gov)