

# Total Quality System 9000 Family of Products

## Installing a New Copy of Your TQS-9000 Family of Products Application

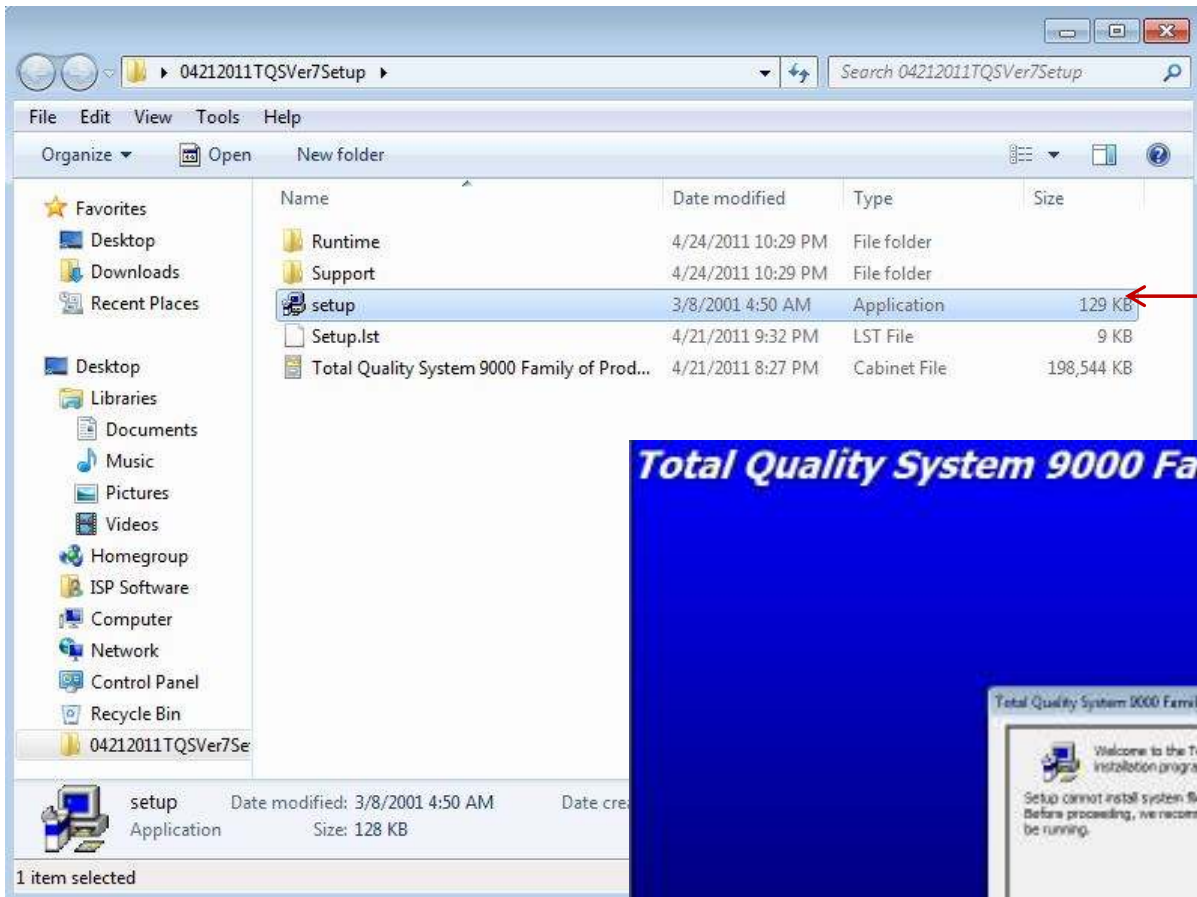


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**Step 1:**

After you have extracted the files from your download or from the installation CD, locate the "Setup.exe" file and double click on it to begin the installation process. For further information regarding downloading your application, please refer to the instructions that were provided with your download.



**Step 2:**

After double clicking on the "Setup.exe" file the setup routine will start. On the first screen click the "OK" button to begin the program setup process.

## Total Quality System 9000 Family of Products Setup



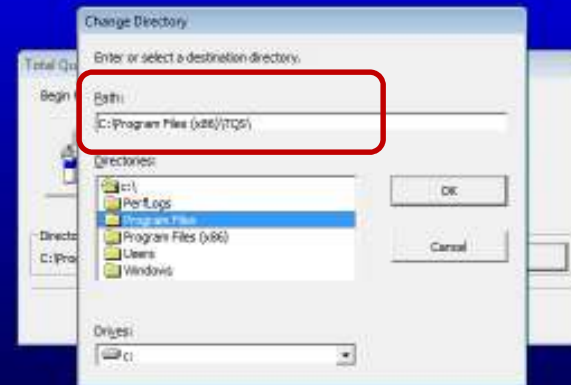
### Step 3:

The next screen will indicate that your TQS-9000 Family of Products application will be installed in the **“C:\Program Files\TQS”** directory. Please accept this as the default directory. Your application will automatically have this directory shown if you installing the software on any 32Bit operating system.

If you are installing the software on a machine with a 64Bit operating system you will need to change the default directory to **“C:\Program Files\TQS”** as shown in step 4.

To continue the installation on 32 bit machines click on the computer icon. **You may skip steps 4, 5, 6, & 7 if Not installing on a 64Bit operating system.**

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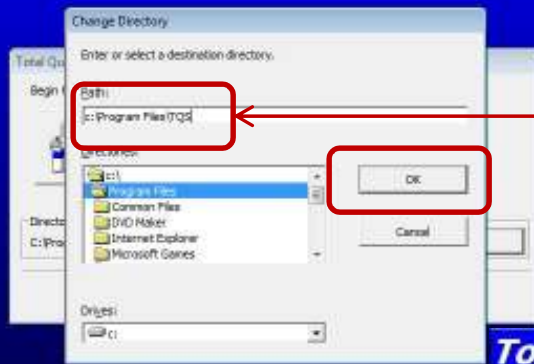


### Step 4: (64Bit Operating System Only):

On Windows Vista 64Bit or Windows 7 64Bit operating systems, change the Path to **“C:\Program Files\TQS”**.

**You may do this by just deleting the (x86) portion of the path that is shown under the “Path” header.**

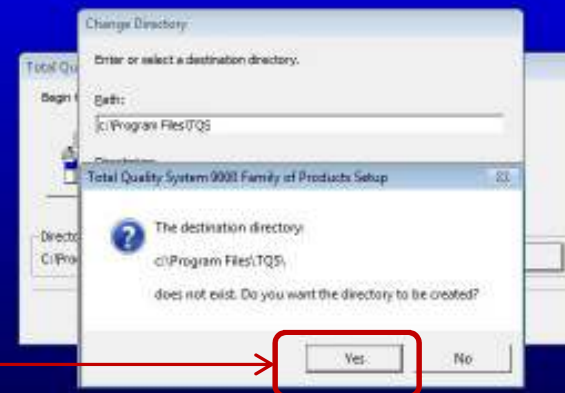
## Total Quality System 9000 Family of Products Setup



### **Step 5: (64Bit Operating System Only):**

After changing your path it should appear as shown to the left. After you have changed the path to “**C:\Program Files\TQS**”, select the “OK” button to continue.

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### **Step 6: (64Bit Operating System Only):**

When you click on the “OK” button the setup routine will notify you that the directory does not exist and request that you confirm that you wish to create the new directory.

Select “Yes” to continue.

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### **Step 7: (64Bit Operating System Only):**

After you have changed the path and created the new directory click on the computer icon to begin the installation process.

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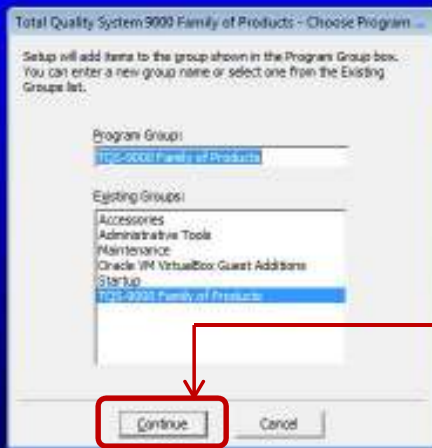


### **Step 8:**

The installation process will determine which files are needed for your installation. If you already have a compatible version of Microsoft Access installed, the installation routine may not install the Microsoft Access Runtime version.

Allow the setup routine to complete the installation of all the files necessary for your product to operate properly.

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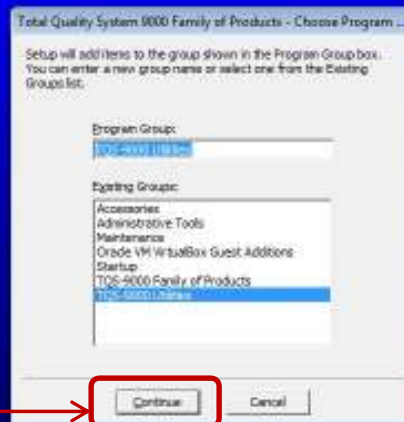
### **Step 9:**

After all the required files have been installed the setup routine will ask you to confirm the main program group that will be created in your Windows Start Menu.

We suggest not changing the default group and just select "Continue".

This program group will include your main program initiation icon.

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### **Step 10:**

The second program group that will be created in your Windows Start Menu will be for some additional utilities that have been provided with your product.

Again, we suggest keeping the default group that will be created and select "Continue" once more.

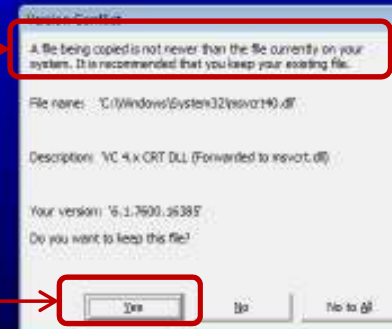
## Total Quality System 9000 Family of Products Setup



### **Step 11:**

After the program groups have been confirmed that will be created in the Windows Start Menu, the installation routine will complete installing all of the additional program files that will be needed by your product.

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### **Step 12:**

During the installation process, the installation routine may ask if you wish to overwrite an existing file depending on the software that is already installed on the machine that you are installing your TQS-9000 product on.

**Please review the notes carefully and do not overwrite any newer file that is already on the computer unless instructed to do so by an ISP Software Solution Provider or from your IT department. Please accept "Yes" to keep your existing files.**

## Total Quality System 9000 Family of Products Setup

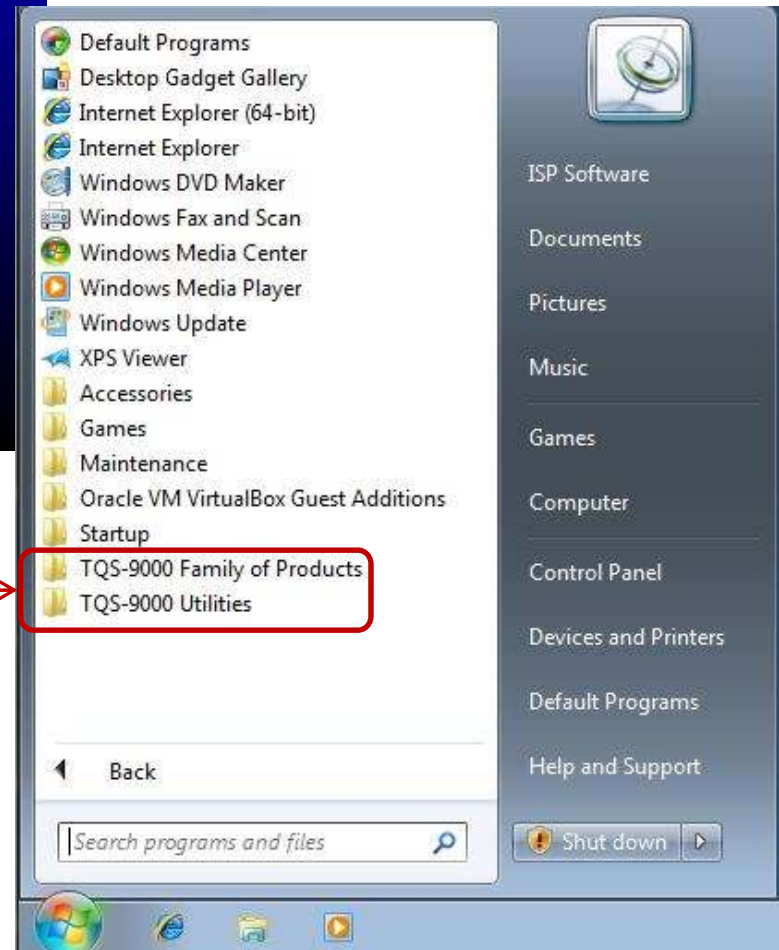


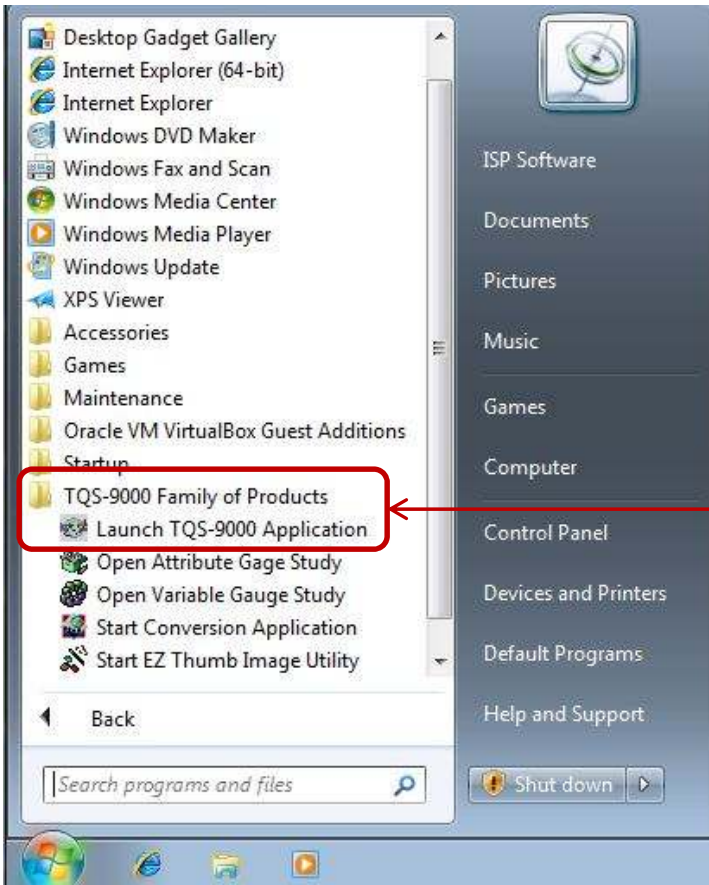
### Step 13:

When the installation is completed you should receive a message indicating your product has been successfully installed.

### Step 14:

To verify that your program groups were created successfully, click on your Windows Start Menu button and verify that two program groups have been created for your product.



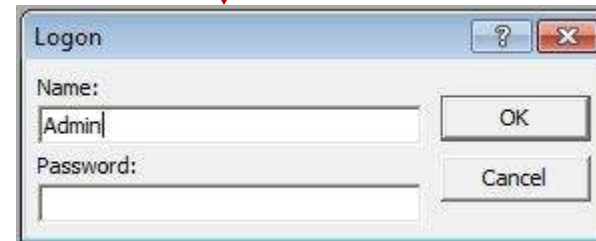


**Step 15:**

To launch your TQS-9000 product, click on the Windows Start Menu then click on the “TQS-9000 Family of Products” icon to display the choices under this menu. Then click on the icon labeled “Launch TQS-9000 Application”.

**Step 16:**

When you click on the icon to launch your product you will be required to provide a Name and Password to launch your product. Please refer to the documentation provided with your product to obtain the Names and Passwords available to use with your product.





**Step 17:**

The first time that you open your TQS-9000 product you will be required to provide a Key Code to activate your software. Please check the documentation that was provided with your software purchase or on the CD case to obtain your Key Code. Enter your Key Code in the pink space provided.

Once your Key Code has been entered please click on the "Register Code" button.

**Step 18:**

If a valid Key Code was entered, after clicking on the "Register Code" button you should receive the message that your Key Code has been validated. To continue, click on the "OK" button.



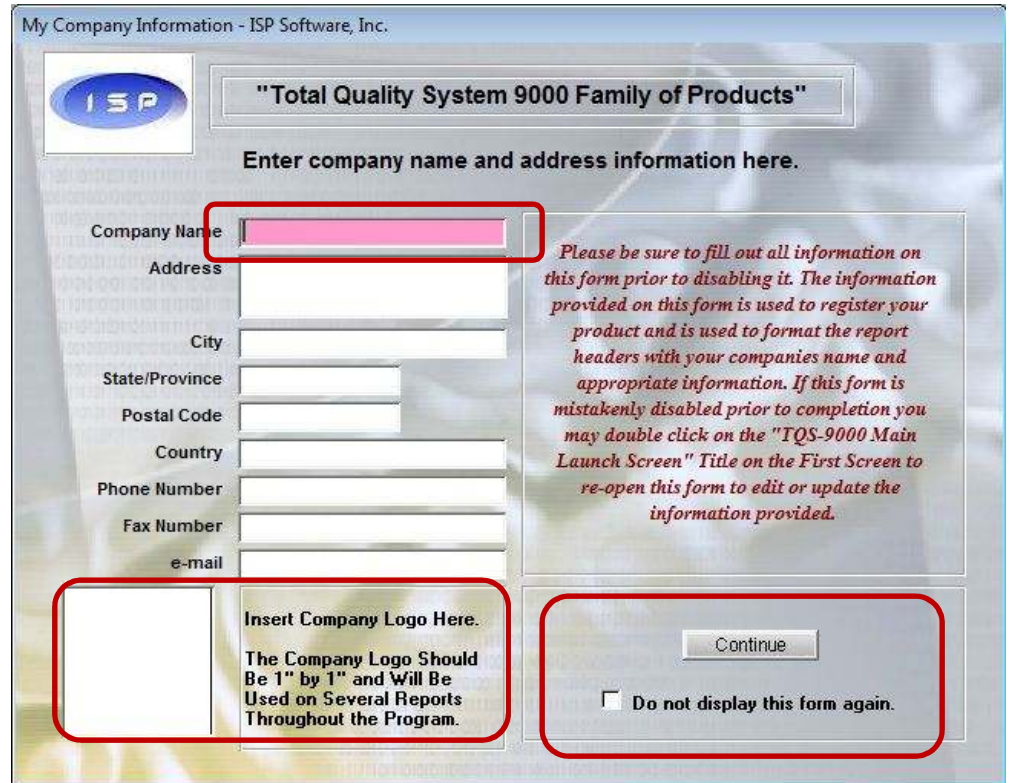


**Step 19:**

After your Key Code has been validated on the first use of your product you must accept the End User License Agreement to complete activating your product. To accept the End User License Agreement, place a check in the box at the bottom of the form. If you wish to print the End user license agreement you may select the “Print Agreement” option at the top of your form.

**Step 20:**

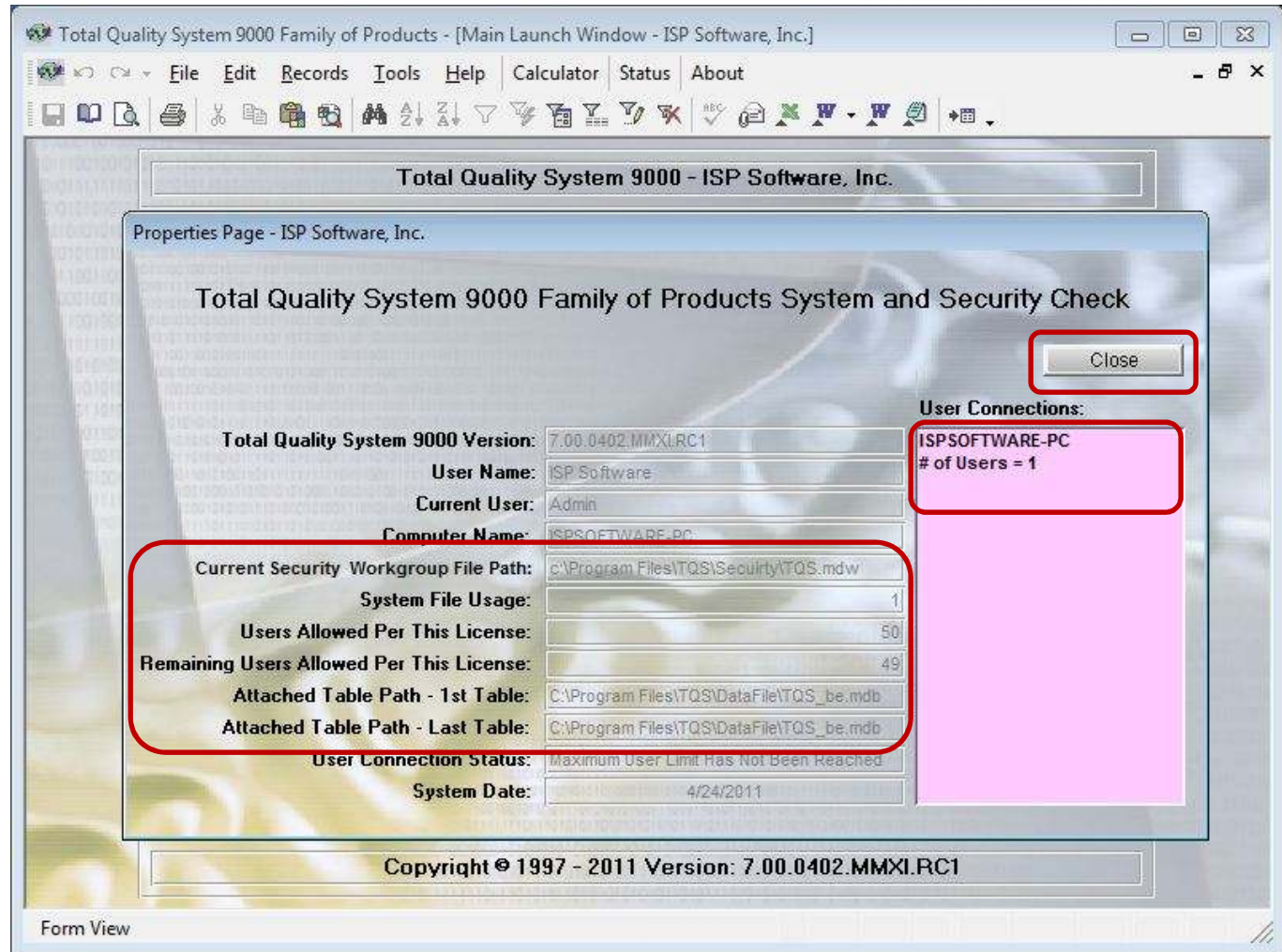
After you have accepted the End User License Agreement the Company information form will be presented. You may fill in the information at this time or you may just click on the “Continue” button. This form will be displayed each time your product opens until you click in the check box under the “Continue” button. We recommend not checking this box until after the information on this form has been filled in completely. The Company Name and Company Logo provided on this form will be available on several reports in the header information. If you accidentally clear this form before entering your information you may open the form from the “Program Settings” module.



**Step 21:**

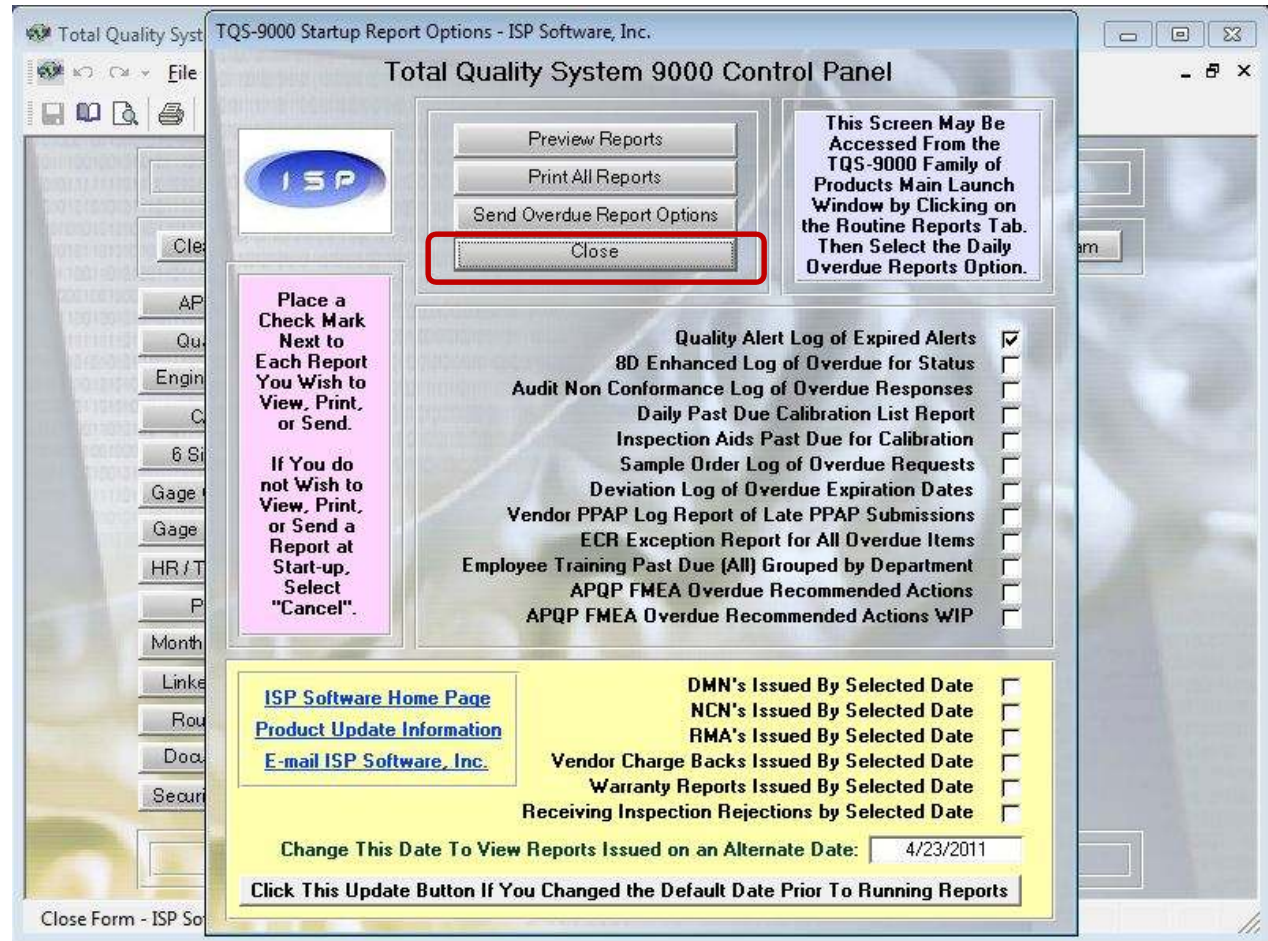
Each time your product opens, the product system and security check screen will open. This screen shows the current number of users connected to your program and will indicate the security file that is in use by your product.

To continue using your product, just click on the "Close" button. This screen may assist your IT department or an ISP Software Solution Provider if you are having difficulty opening your product properly.



**Step 22:**

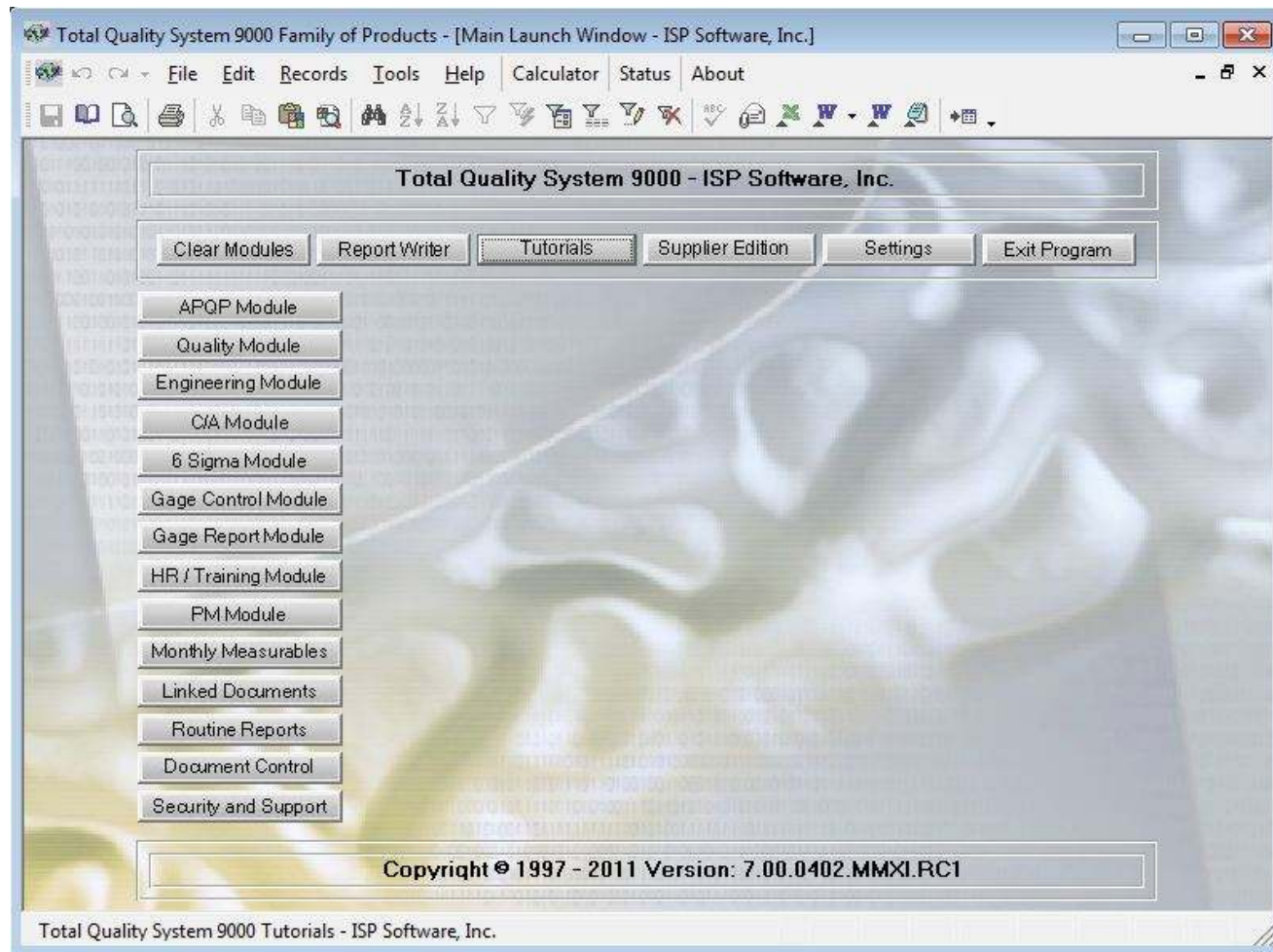
After you close the system and security form each time your product opens you will be presented with the TQS-9000 Control Panel. The control panel allows you to select any over due reports that you may wish to view, print, or send via E-mail. To by-pass this option just select the "Close" button.



**Step 23:**

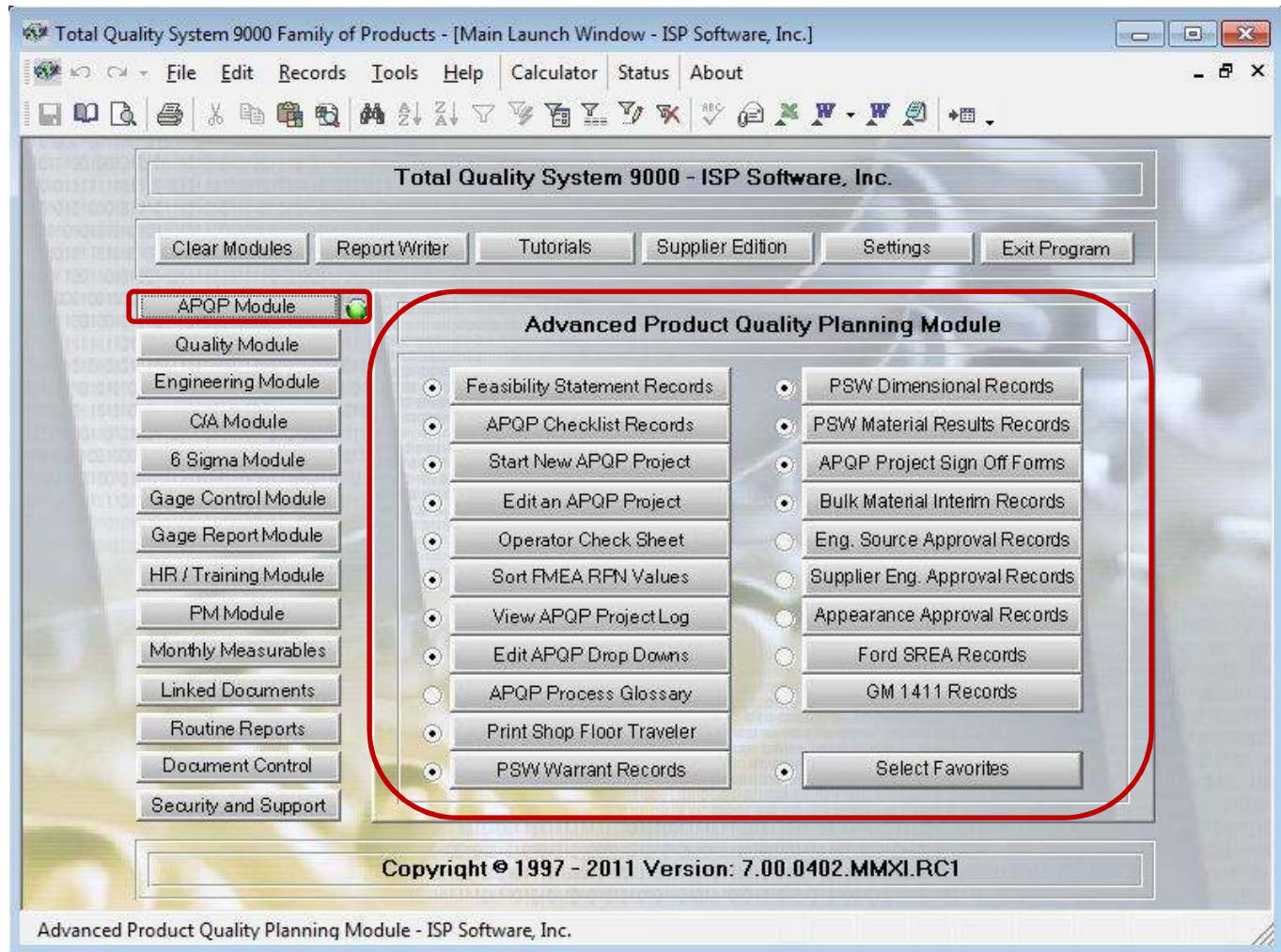
After closing the TQS-9000 product Control Panel you will be presented with the main program launch window. From here you may select the module that you wish to open.

Please refer to the additional instructions provided with your product for the options available in each module.



**Step 24:**

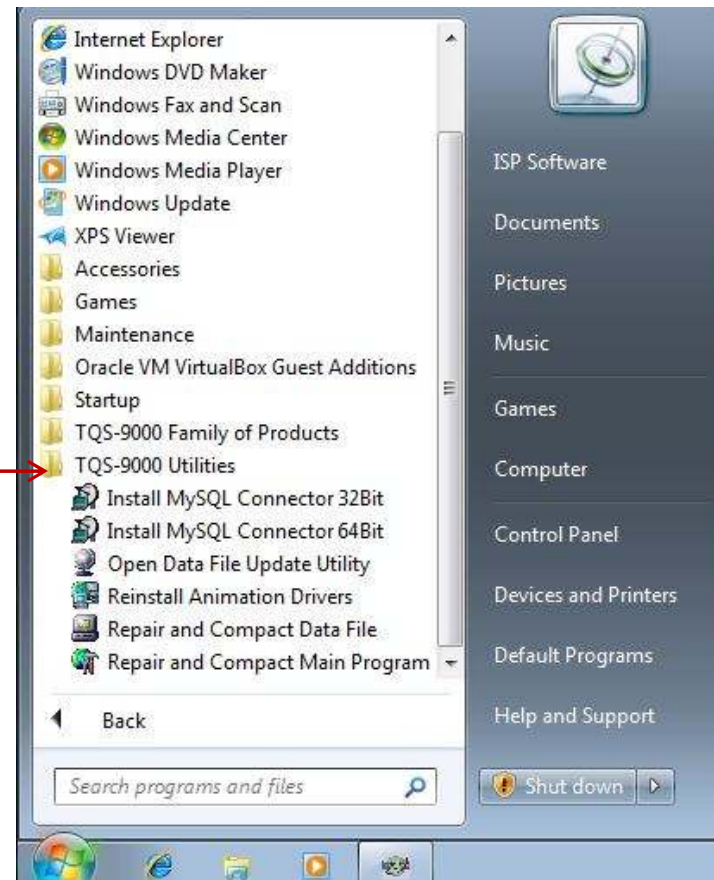
When you select a module you will be presented with all the features in that module from the main program launch window. When a module is activated you will see a green light next to the module that has been activated.



**Step 25:**

You may access additional TQS-9000 utilities by selecting the TQS-9000 Utilities icon from the Windows Start Menu.

Details on these utilities are provided in the instructions provided specifically for the TQS-9000 utilities.



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