

DCD Full Installation Guide

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Introduction: DCD version 2.3.5 comprises technical updates to DCD version 2.3 and given the operating constraints, PASS IT has tried to maintain the setup protocol that exists for DCD 2.3. The setup package shall be delivered as a self-extracting executable (REAC235.EXE).

DCD Setup Instructions

The objective of this document is to provide basic steps to install DCD 2.3.5 on a user's computer. This is not a comprehensive user manual.

Full installation is only required when there are issues with the current installation or the application has to be installed on a new machine. Current users must back up MDB files, to retain the inspection data, prior to reinstalling the application. Before installing the application please ensure that:

1. You have a computer with Windows XP.
2. You have administrative privileges to install software and update the Windows registry.
3. You uninstall previous versions/installations of DCD and restart the computer.

For Users that want to save existing DCD 2.3 Inspections, a back-up of the REAC_DCD.MDB will need to be created. Please follow Steps 1-2 to make a copy of the back-end database before uninstalling previous versions/installations of DCD.

Setup DCD 2.3.5

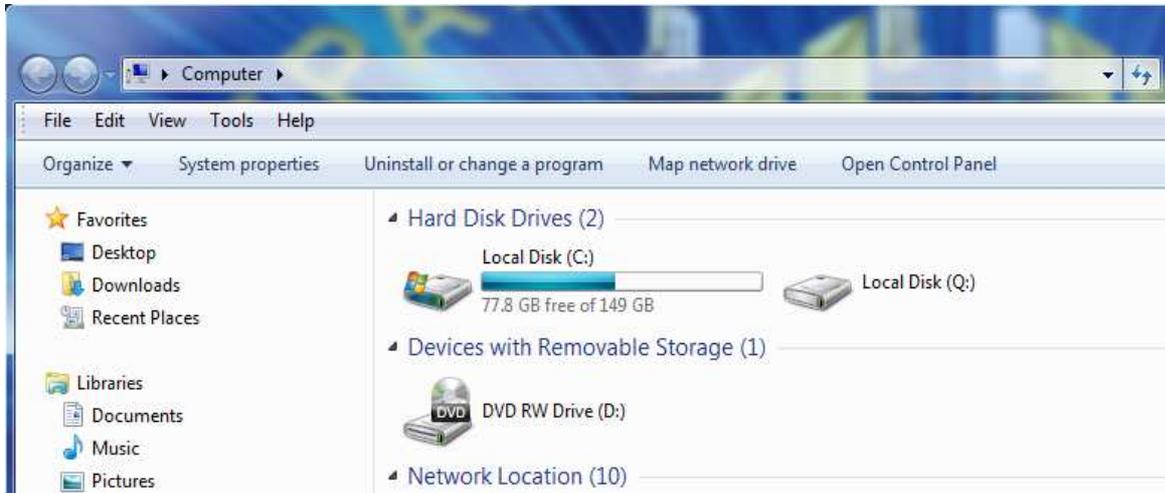
Step 1: Open DCD 2.3 data file folder

- Double click on the Computer icon on the Desktop.

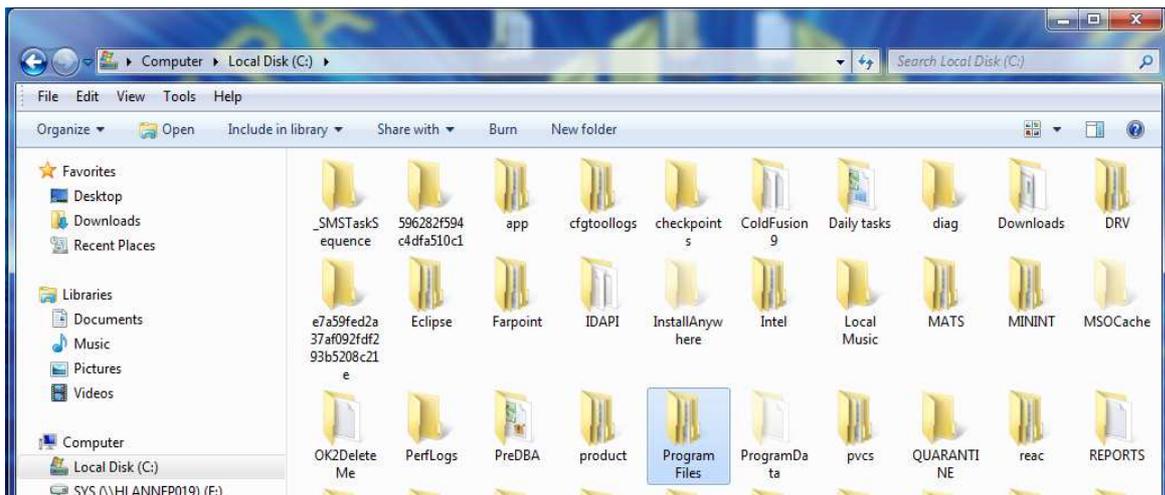


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- Double click on the Local Disk (C :) folder.

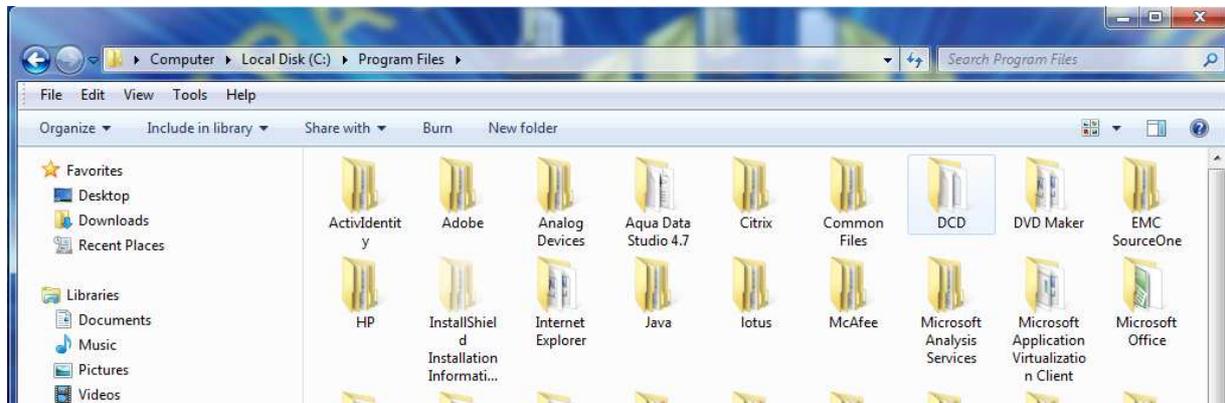


- Double click on the Program Files folder.

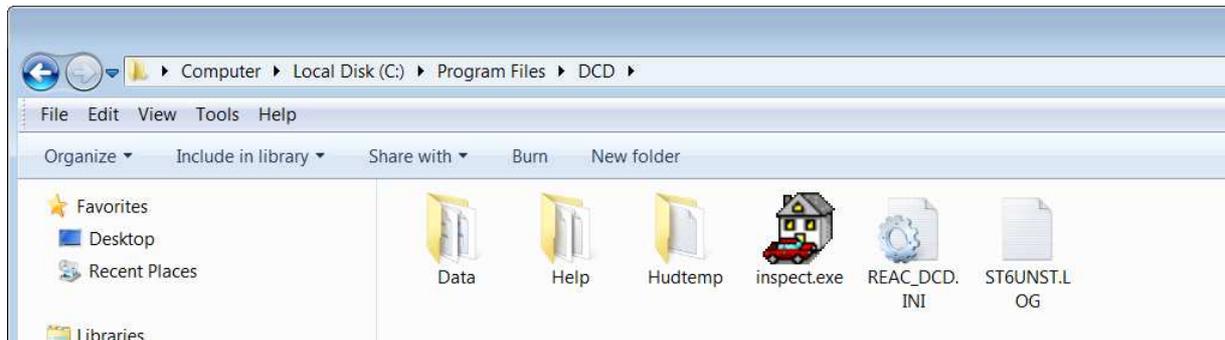


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- Double click on the DCD folder.



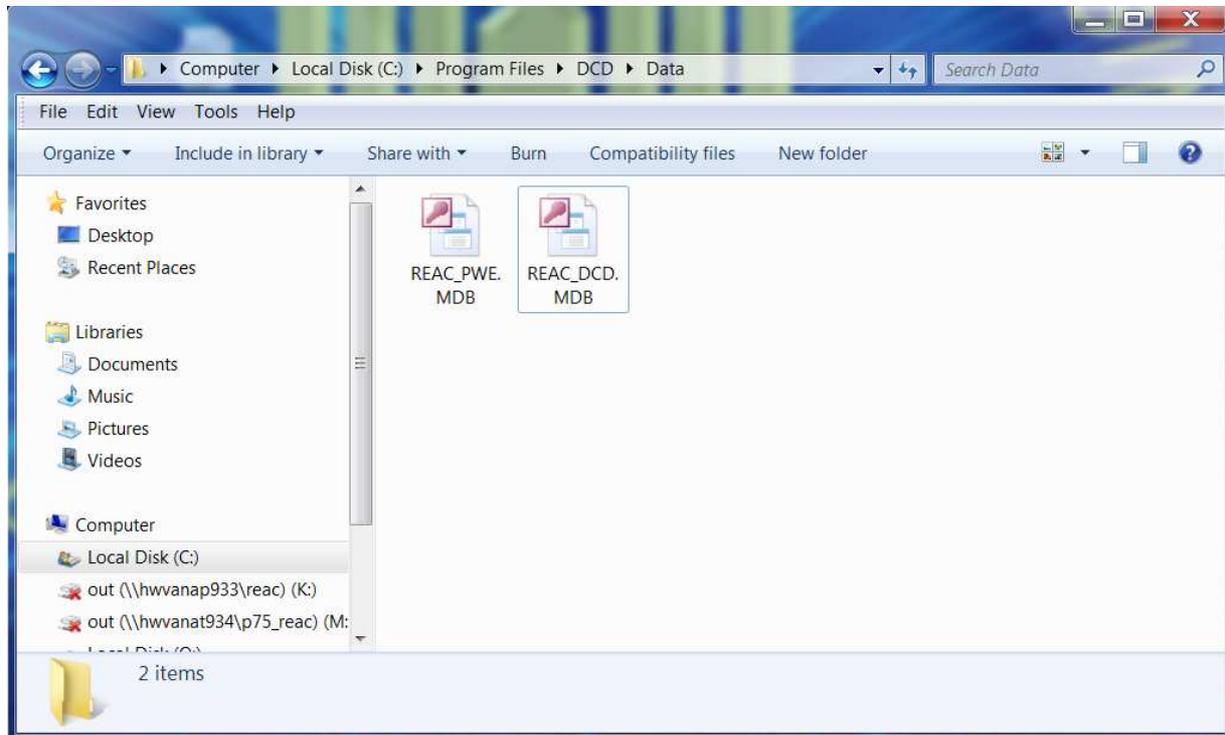
- Double click on the Data folder.



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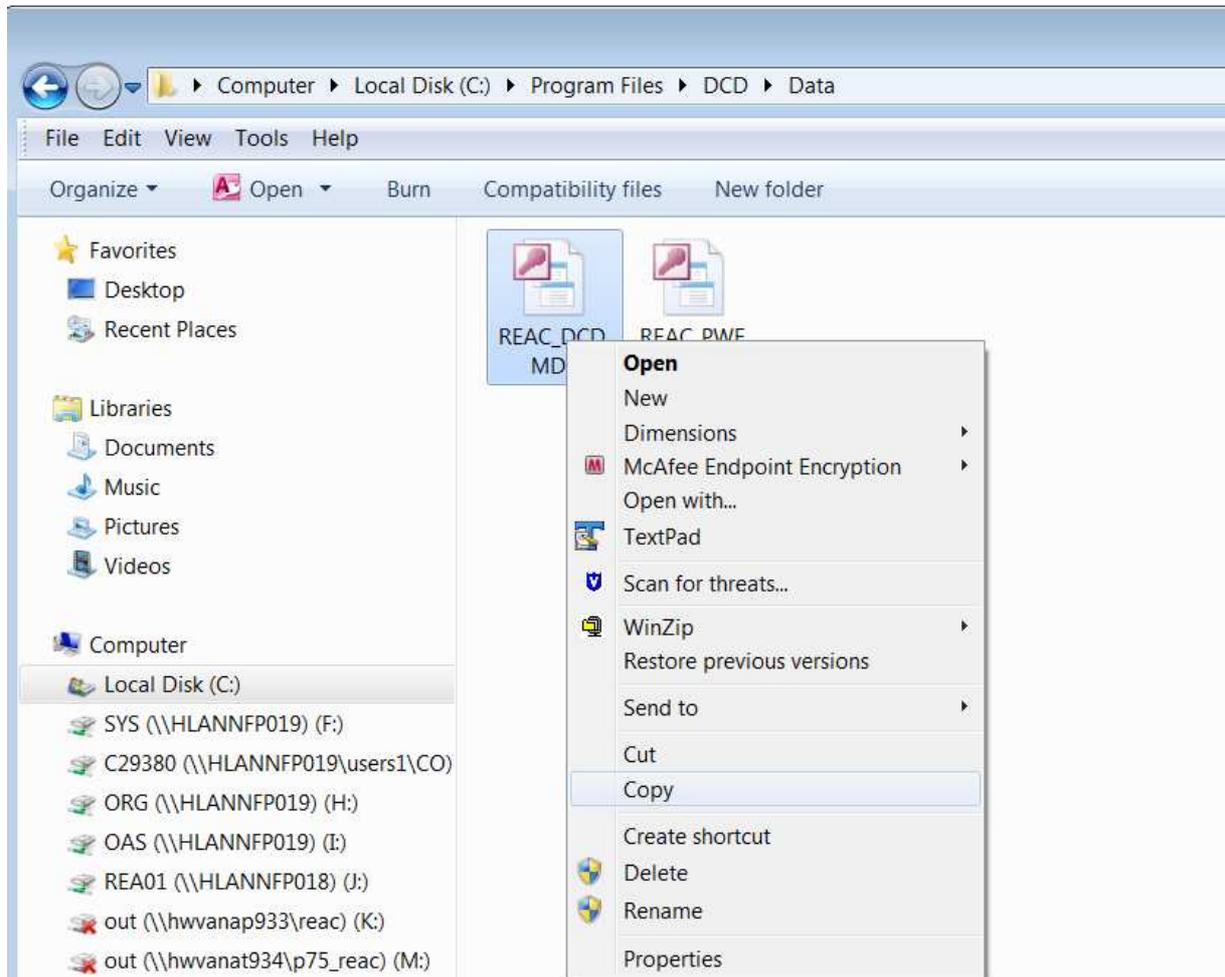
Step 2: Make a copy of REAC_DCD.MDB

- Right click the file named 'REAC_DCD.MDB'



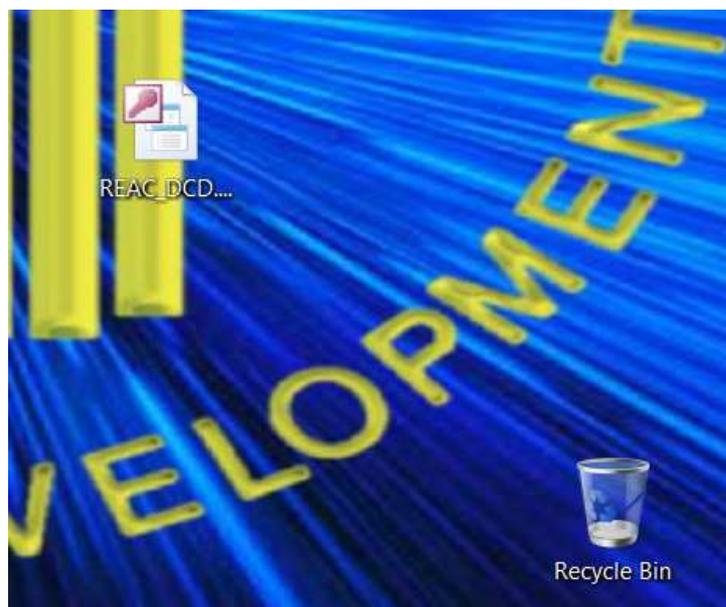
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- Select Copy from the drop down menu.



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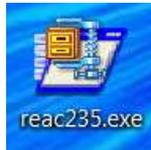
- On the desktop, right click and select Paste from the drop down menu. The REAC_DCD.MDB is saved on the user desktop.



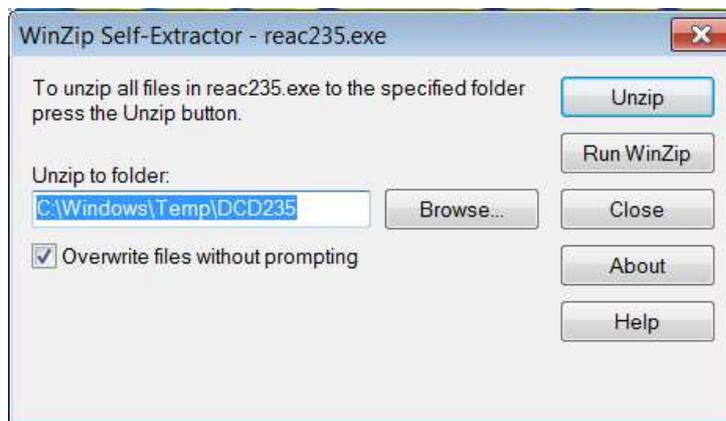
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Step 3: Extract setup files

- Double click reac235.exe to extract setup files.



- Click Unzip. The files will be extracted to C:\Windows\Temp\DCD235.



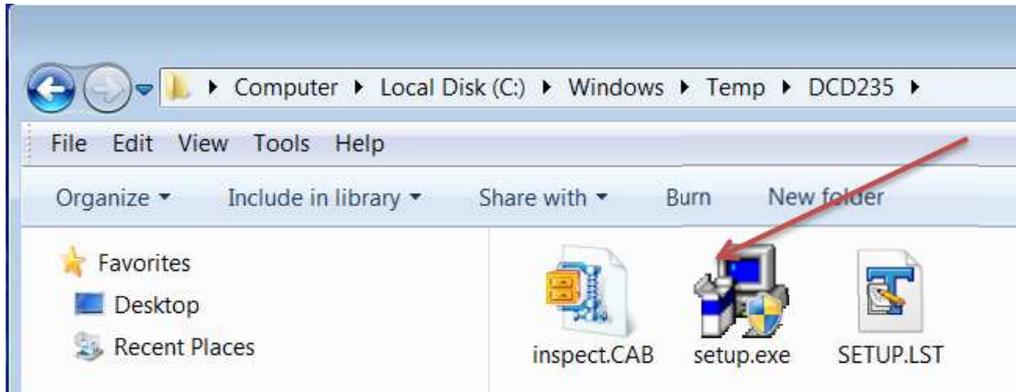
- All of the installation files will be extracted to C:\Windows\Temp\DCD235.



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Step 4: Install DCD 2.3.5.

- Locate the setup.exe in C:\WINDOWS\Temp\DCD235 and double click to begin installation.



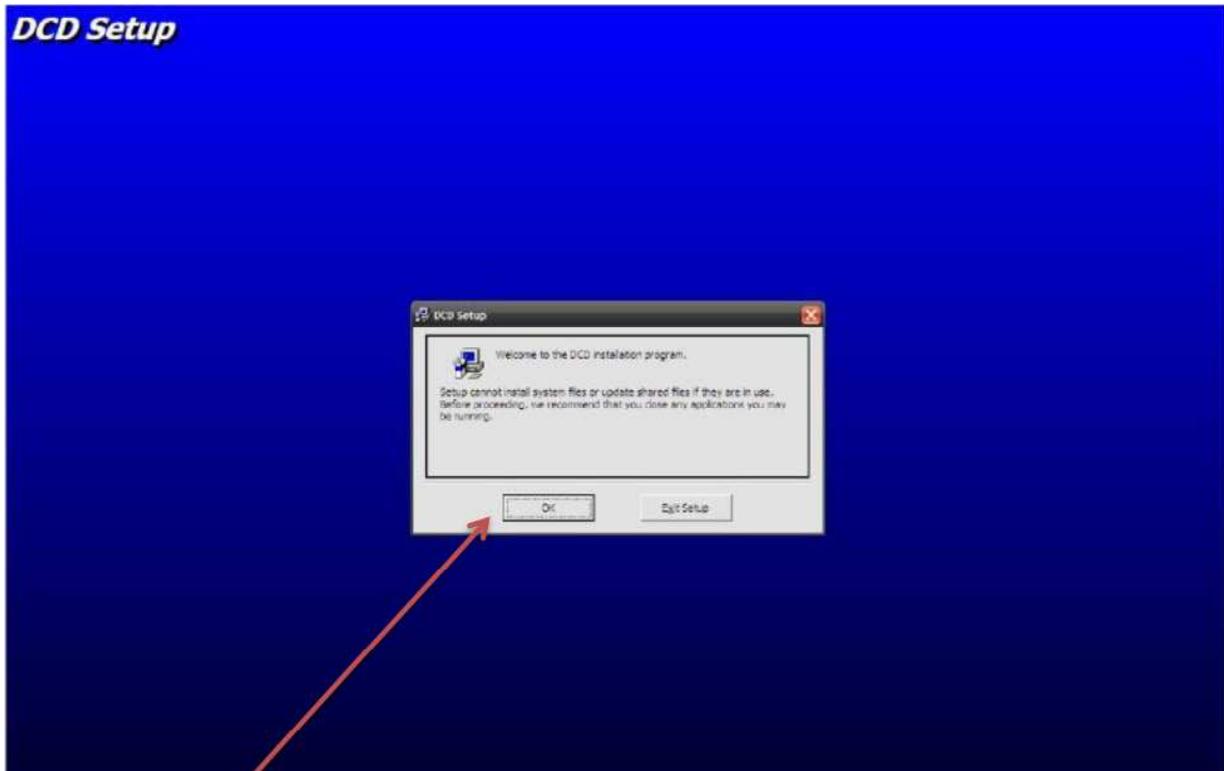
- The installation begins with a check for Visual Basic runtime and installs the runtime components, as applicable.



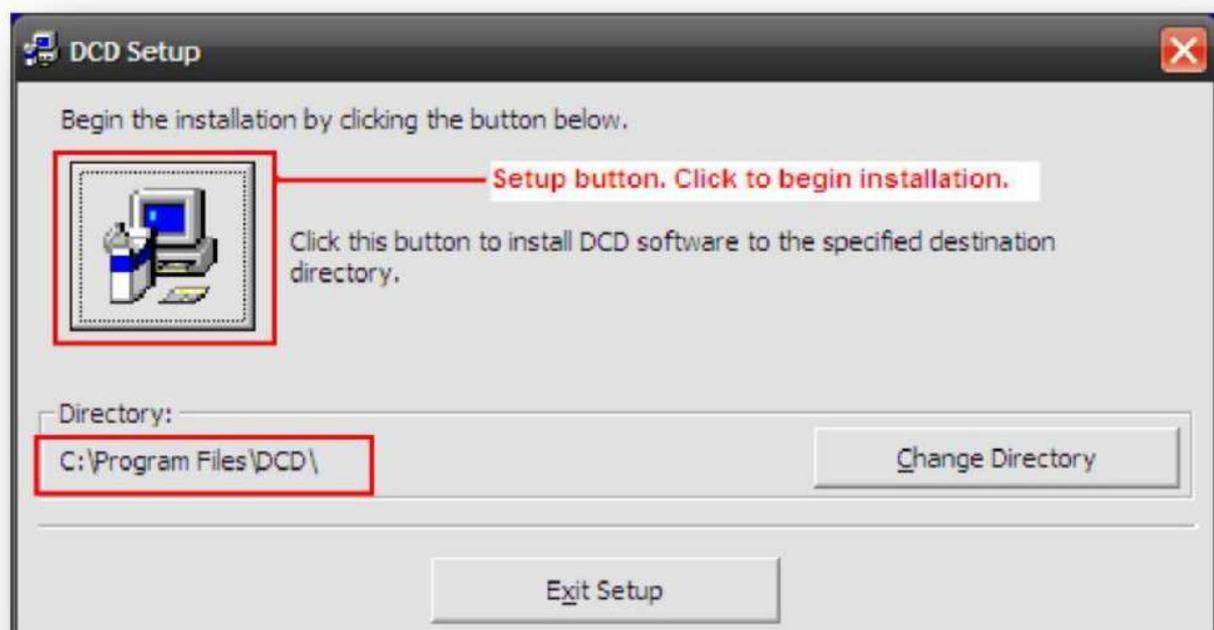
- After installing the runtime components, the setup proceeds with the actual software installation. The first screen after successful runtime installation is below.

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- Click the OK button to continue the installation.

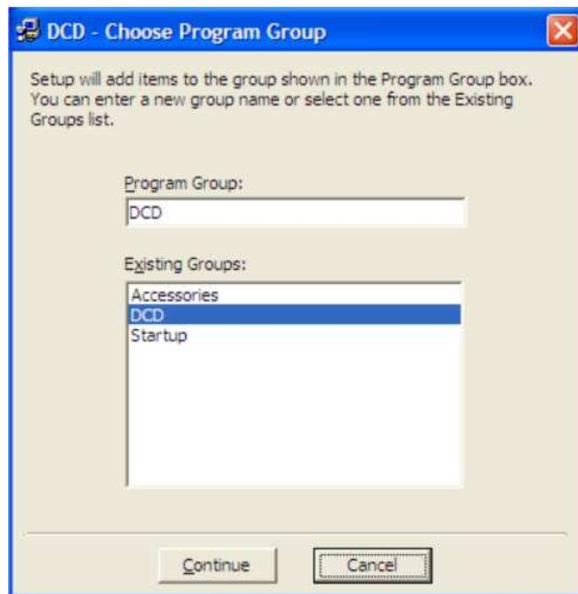


- Click the 'Setup' button with default Installation location.



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- Click on the 'Continue' button; you may customize the Program Group to suit your needs, but it is recommended to retain the default value. Default values prove valuable when you are working with TAC to troubleshoot installation issues.



- One of the following windows may pop up during the installation. Click on 'Yes' when one of the above messages displays to retain the files. The set up proceeds to install data access components and the inspection software (no user intervention is required at this time).

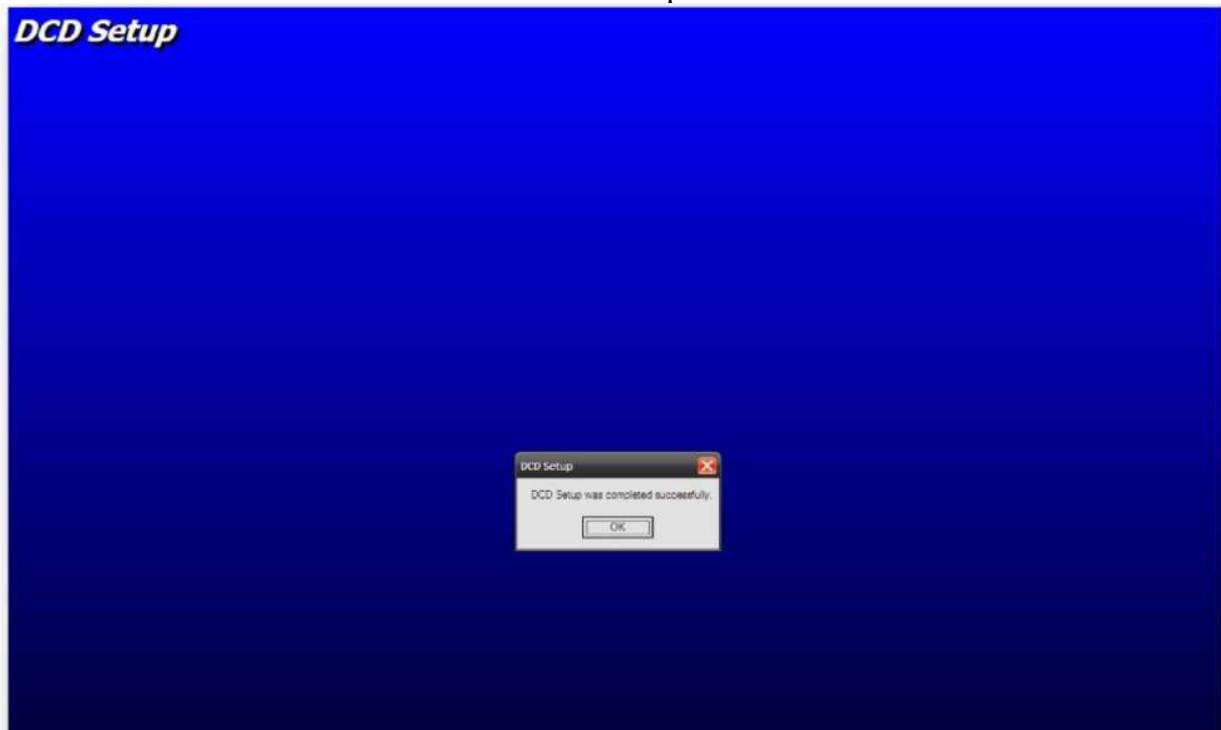


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- On the successful installation the following screen will be displayed. Click on the 'OK' button to close and exit the set up.



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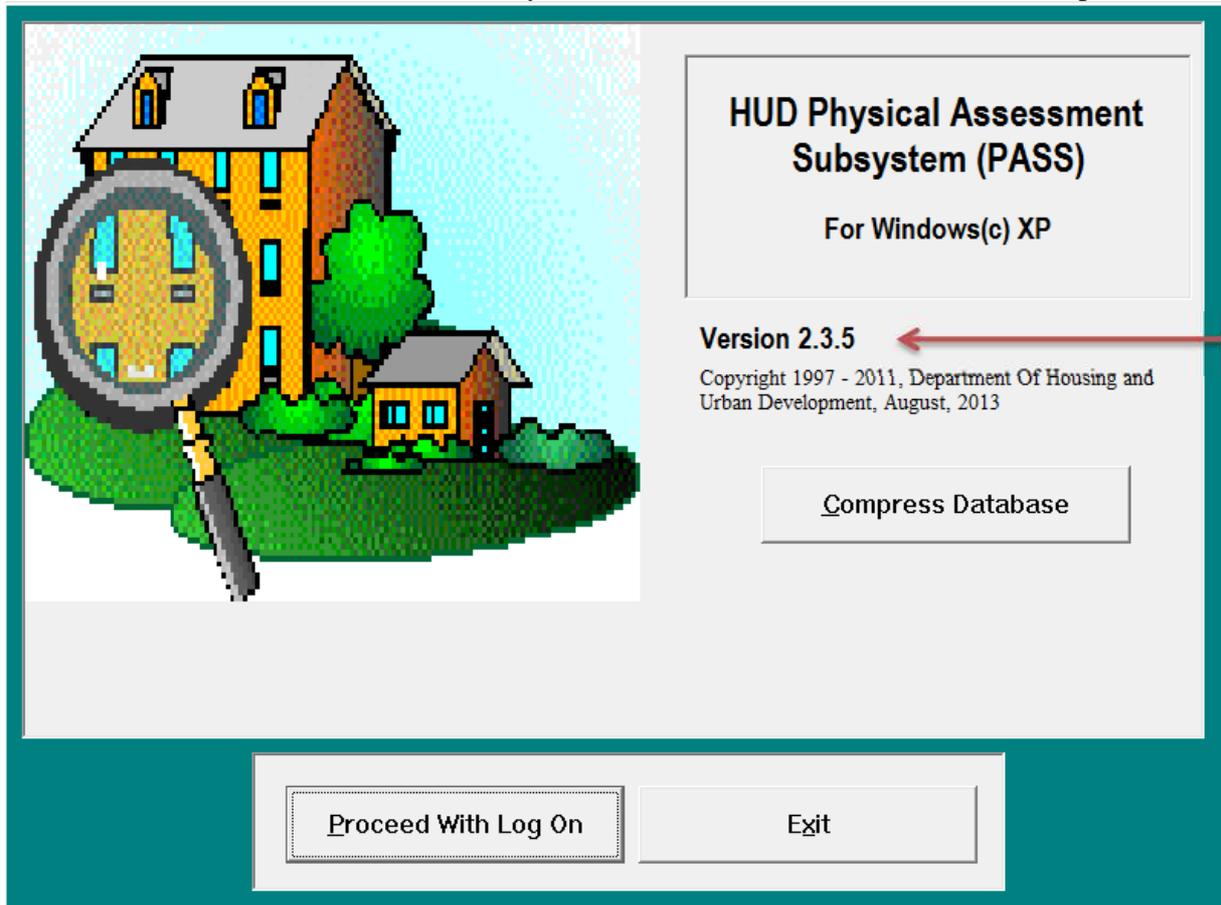
Step 5: Verify Installation

- On the Windows task bar, click Start -> All Programs; verify that the DCD program is created. This program will have just one menu item 'DCD'.



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- Click 'DCD' to run. Verify that the version is 2.3.5 on the DCD startup screen.

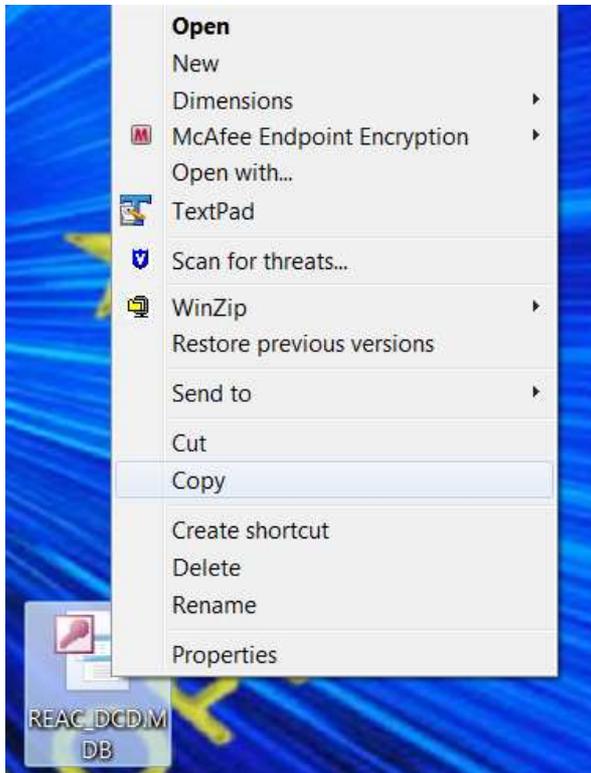


- Click on 'Exit' to close and exit the application. This confirms that DCD 2.3.5 has been successfully installed.

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Step 6: Replace REAC_DCD.MDB

- On the desktop, right click and select Copy from the drop down menu.

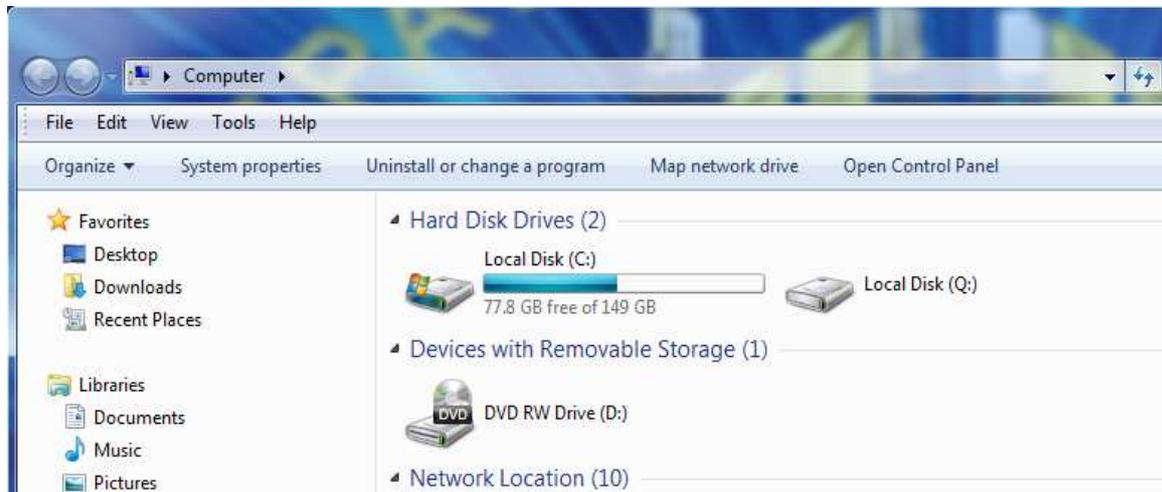


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- Double click on the Computer icon on the Desktop.

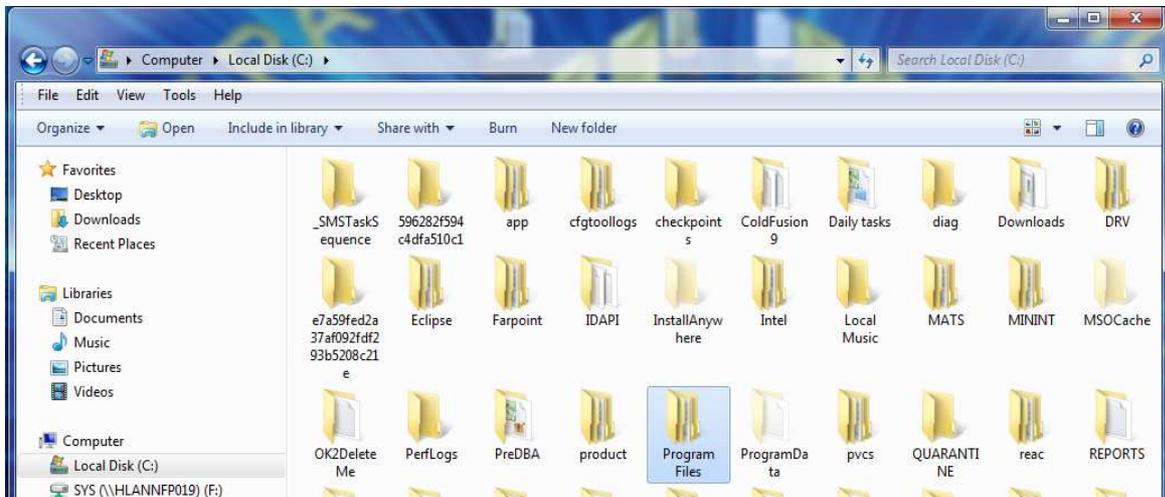


- Double click on the Local Disk (C :) folder.

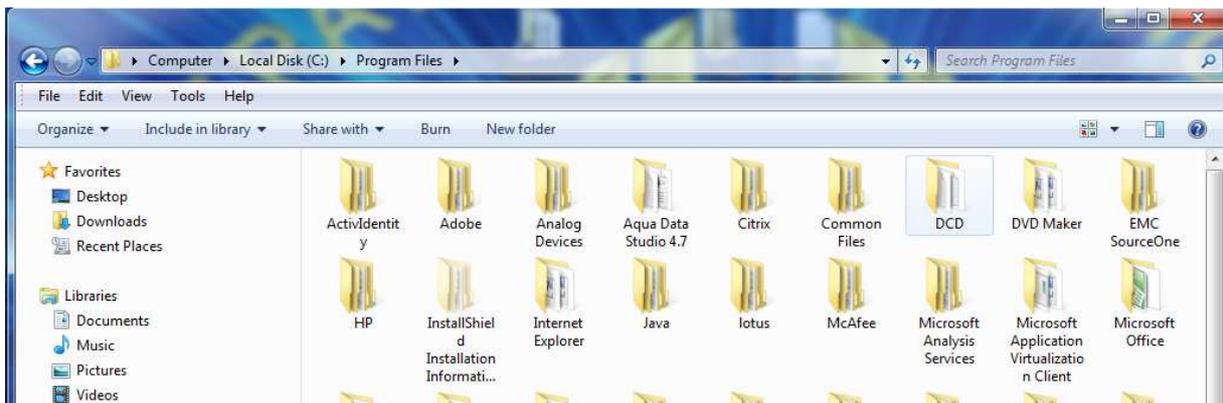


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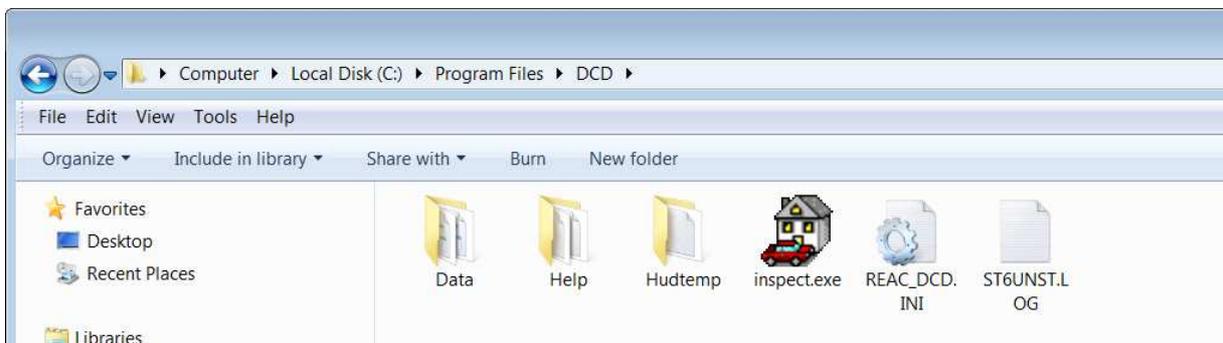
- Double click on the Program Files folder.



- Double click on the DCD folder.

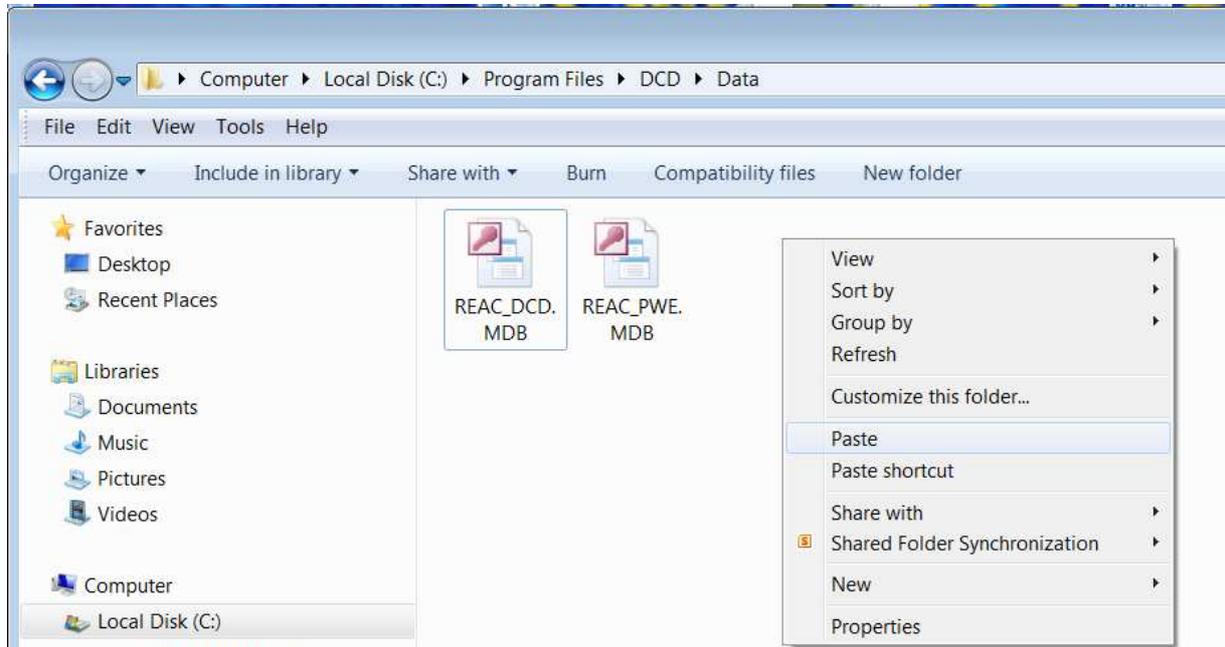


- Double click on the Data folder.



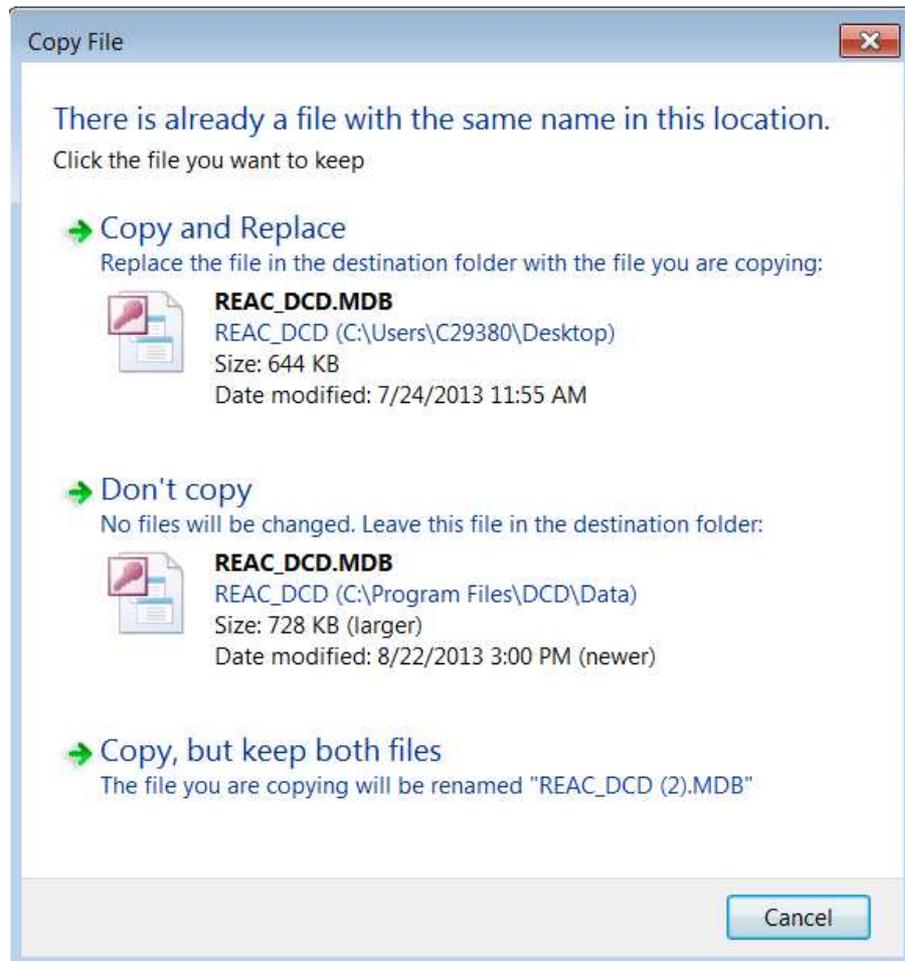
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- In the Data Folder, right click and select Paste from the drop down menu. The REAC_DCD.MDB is saved on the user desktop.

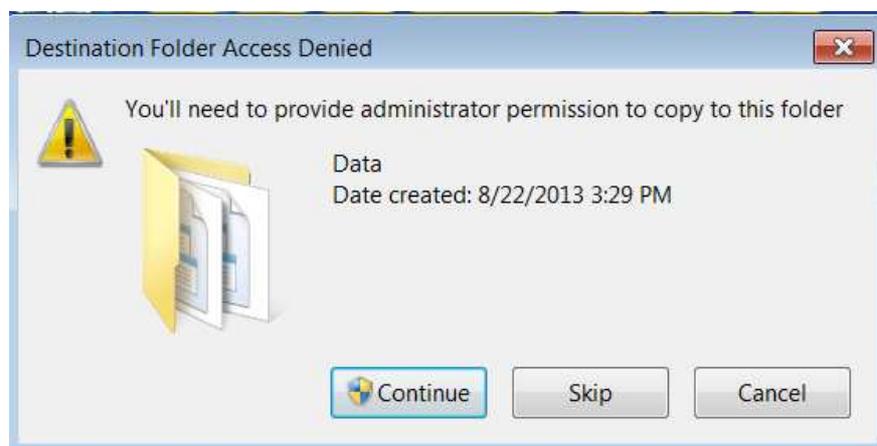


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- User should receive a pop screen with the options to 'Copy and Replace', 'Don't Copy' or 'Copy but keep both files'. Select 'Copy and Replace'.



- User may receive the following screen. Select 'Continue' to proceed with the copy.



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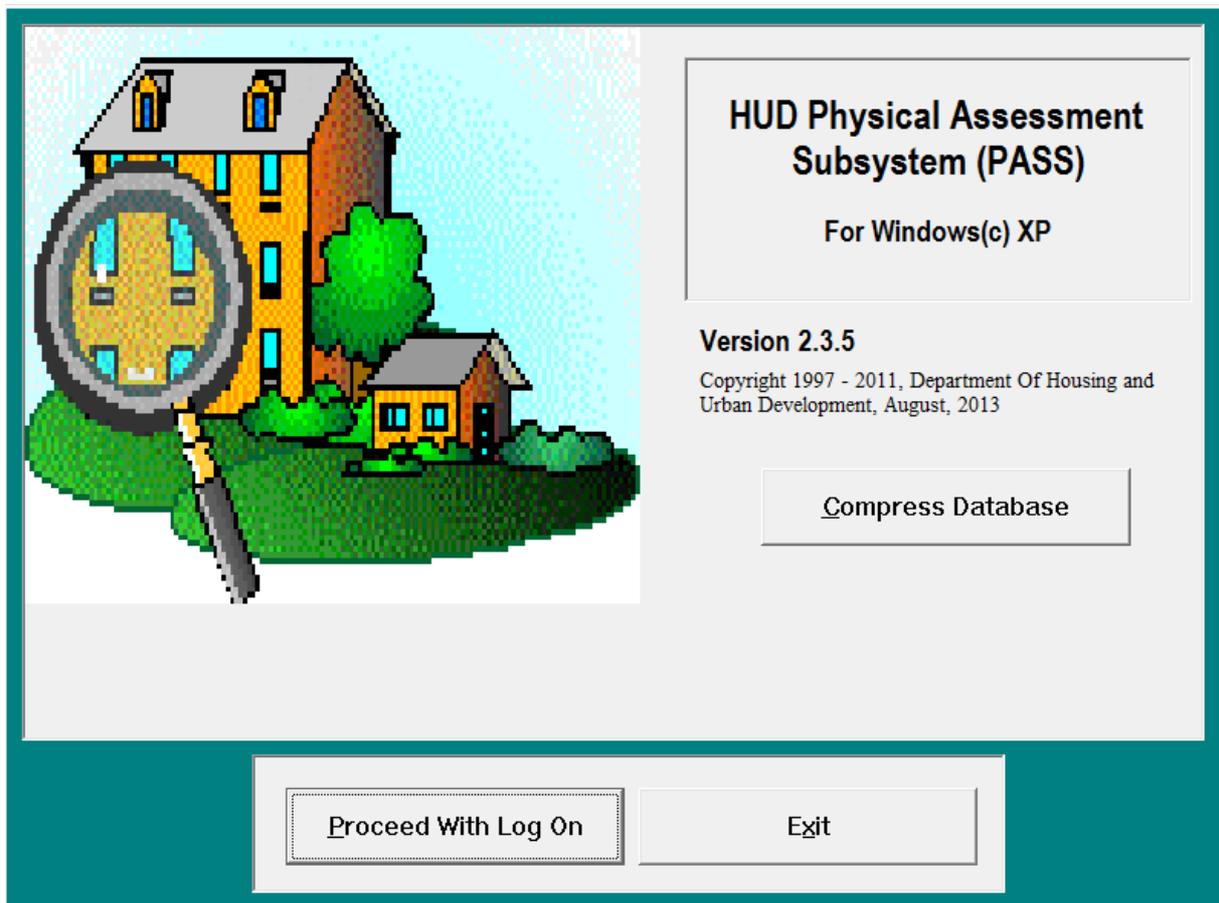
Step 7: Verify REAC_DCD.MDB copy

- On the Windows task bar, click Start -> All Programs. Click 'DCD' to run.



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- Click 'Proceed With Log On' to log into DCD 2.3.5 with user id and password.



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- Verify that the Inspections are available on the Property Information screen.

Inspection Number: [redacted]

Property Information | Building / Unit Information | Property Inspectable Items | Check / Prepare / Import

* Inspection # [redacted] Inspection Date 08/21/2013
*Property ID [redacted] PIH Project # [redacted]
*Property Name [redacted]
*Scattered Site

	Expected	Actual	Sample
Total Buildings	1	7	7
Total Units	139	37	16

Comments [TAC:12345;]

Current Property Inspections On File

Inspection Num.	Property Name
▶ [redacted]	[redacted]

Participants | Edit Inspection | Administration | ? | Help | Exit
Address Info | Certificates | Area Measures

- Click on 'Exit' to close and exit the application. This confirms that the REAC_DCD.MDB has been successfully copied to DCD 2.3.5.