

# **Insight Analysis New User Procedure**



**Insight Plant Data Systems**  
LLC

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## I. Pre-Install Check List

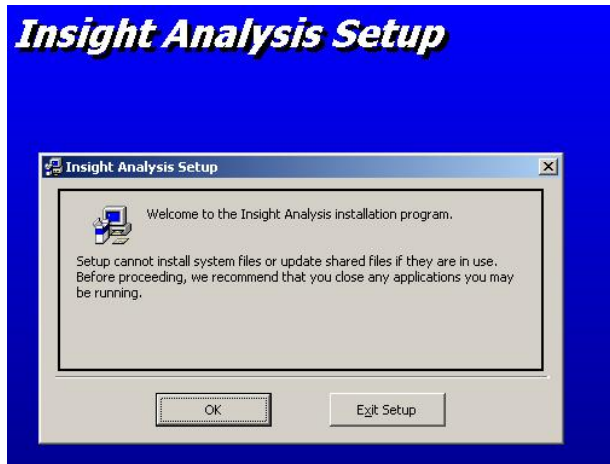
1. Verify that the New User has permissions set to allow the New User to install new program. Site IT can change this if needed.
2. Verify the computer to be used by the New User in on a network that can communicate with the Insight Data Collection Server.
3. Verify that the computer to be used meet the minimum requirements listed below:
  - i. Windows 2000 Pro/ XP Pro (Not compatible with Vista)
  - ii. Pentium 1.0 GHz
  - iii. 512 MB RAM
  - iv. 100 MB minimum Hard Drive space recommended.
  - v. 1 Base 100T network card
  - vi. Standard Keyboard, mouse and monitor
  - vii. Microsoft Office XP or 2003 recommended
4. Contact Site IT to have the New User added the User Permissions list to the shared folder C:\xxxPPA located on the Insight Data Collection Server (192.168.15.99).
5. Once permission has been granted by Site IT, map a network drive to the New User's computer. Any drive letter that has not been used may be chosen.
  1. Example Server Path for Network Drive
    - a. <\\shredder-x\xxxppa>
6. Verify the New Mapped Drive appears in the "My Computer" window from the New User's Computer.
7. Open the New Mapped Drive, then copy and paste the Insight Plant Analysis Install Directory to the New User's Computer "My Documents" folder.

## II. Insight Plant Analysis Install Procedure

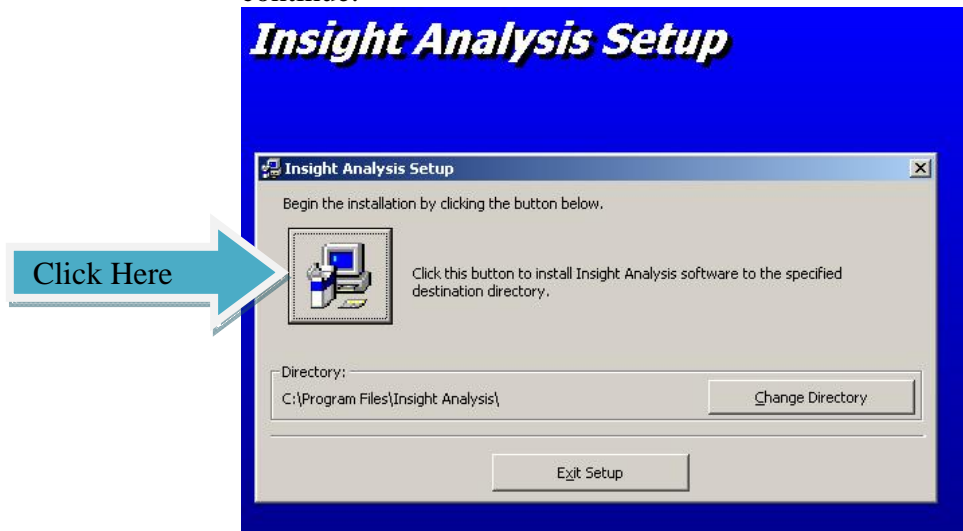
1. Open the Insight Plant Analysis Install Directory in the New User's "My Documents" Folder
2. Double click on the Setup.exe file to start the install.



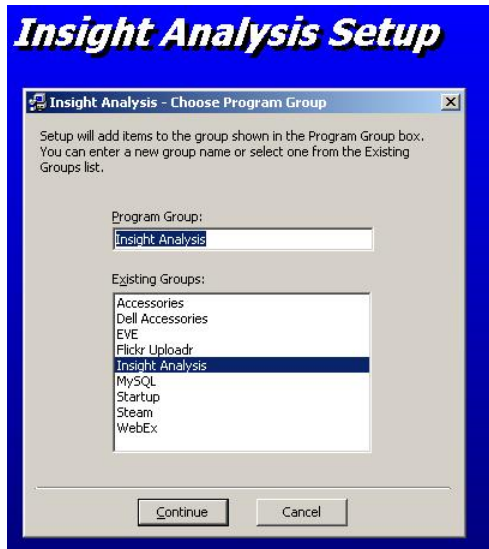
3. Click ok to continue.



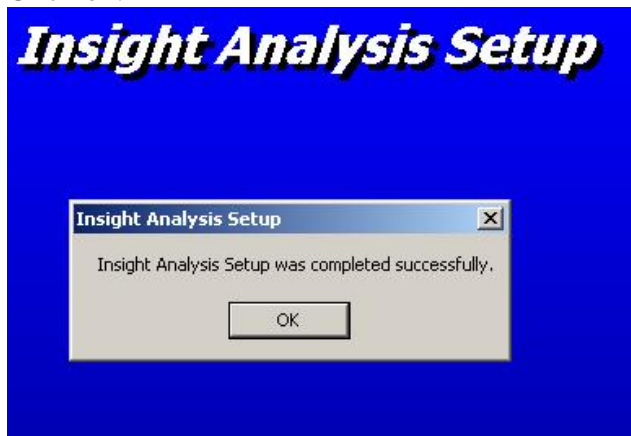
4. Chose a path for the program to be installed in if the desired location is different from the Default Location. Click on the Computer Icon to continue.



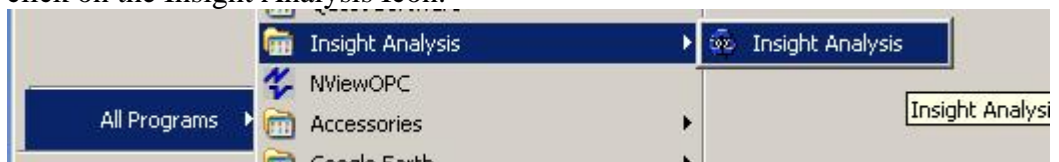
5. Chose a Program Group for the Start Menu for the program to be installed in if the desired location is different from the Default Location. Click on the “Continue” button to continue.



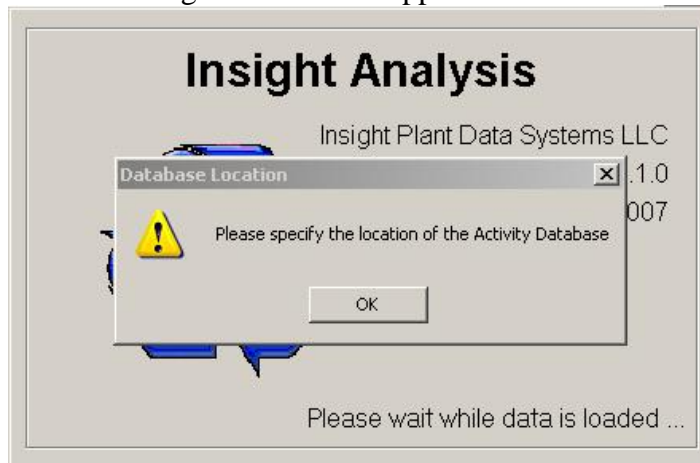
6. The install program will now start installing the program on the New User's Computer. The User may be asked to keep newer existing files, please click yes every time this gets asked.
7. Once the program is finish install the user will be the following message. Click ok.



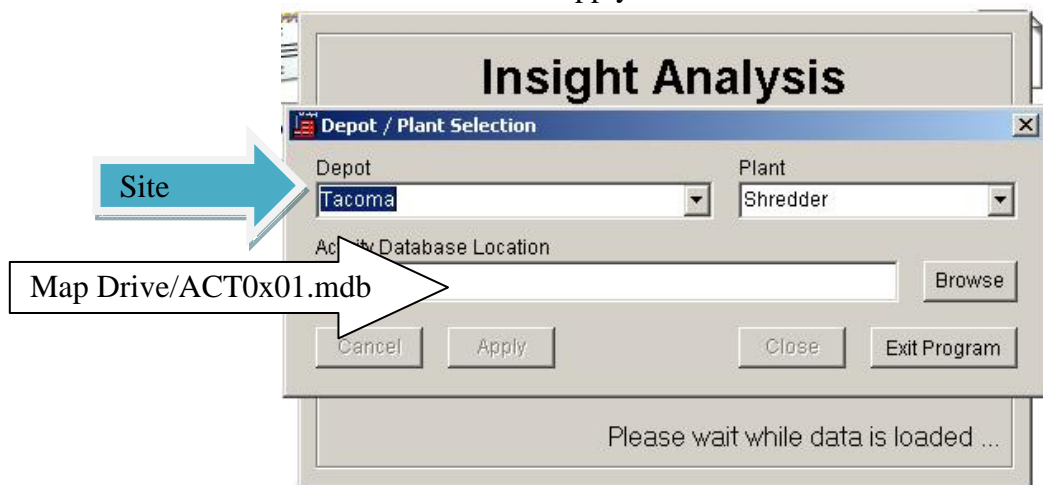
8. Click on the Start Menu => (All) Programs=> Insight Analysis. Double click on the Insight Analysis Icon.



9. The Following screen should appear. Click ok.



10. The New User will now be asked to select which Depot and the location of the database. For Depot select Tacoma. For the Database location select the new Mapped Drive and the file name ACT0x01.mdb Once this has been done click “Apply” and then “Close”



11. The New User should now be setup to use the Insight Analysis Program.

