

HIC.SOAP Professional and Deluxe Getting Started

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Purpose

This document intends to assist with the installation of HIC.SOAP Professional and Deluxe software programs

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Please Note

1. You cannot install on Windows 3.1, 95, 98, or ME. You must install on Windows 2000, Windows XP, Windows Vista, or Windows 7. And the last version to support Windows 2000 is 2010.0821.
2. Always run the latest version of the software. The latest version is available at www.hicsoap.com.
3. Disable any antivirus software during installation. You may re-enable it as soon as you finish the installation.
4. It is necessary to install the program as the USER who will be using the program.
5. When using the program you don't need administrative rights. However, you do need administrative rights when
 - a. installing the program
 - b. running the program for the first time
 - c. entering the unlock key
6. The program will run for 30 days after installation before an unlock key is needed.

First Time User - Installing on XP or 2000

1. If you are installing on Windows Vista or Windows 7 then please proceed to page 6.
2. You need local administrative rights to install. If you already have them then proceed to step 3. How you get them depends on whether you are a member of a Windows Server Domain or not. The following steps show how to become a member of the Administrative Group when you are NOT in a Windows Server Domain environment.
 - a. Log off from your current user account by clicking START and then LOG OFF. You'll see Figure 1. Click the "Log Off" button.

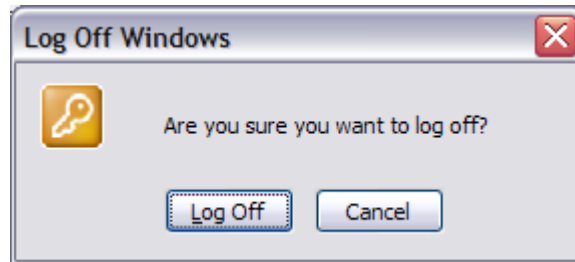



Figure 1

- b. Log in to the computer as the ADMINISTRATOR user.
- c. Go to the Control Panel by clicking START then CONTROL PANEL.
Double click  User Accounts
- d. You'll see a list of users like in Figure 2. Click the USER that you want to give administrative rights to.

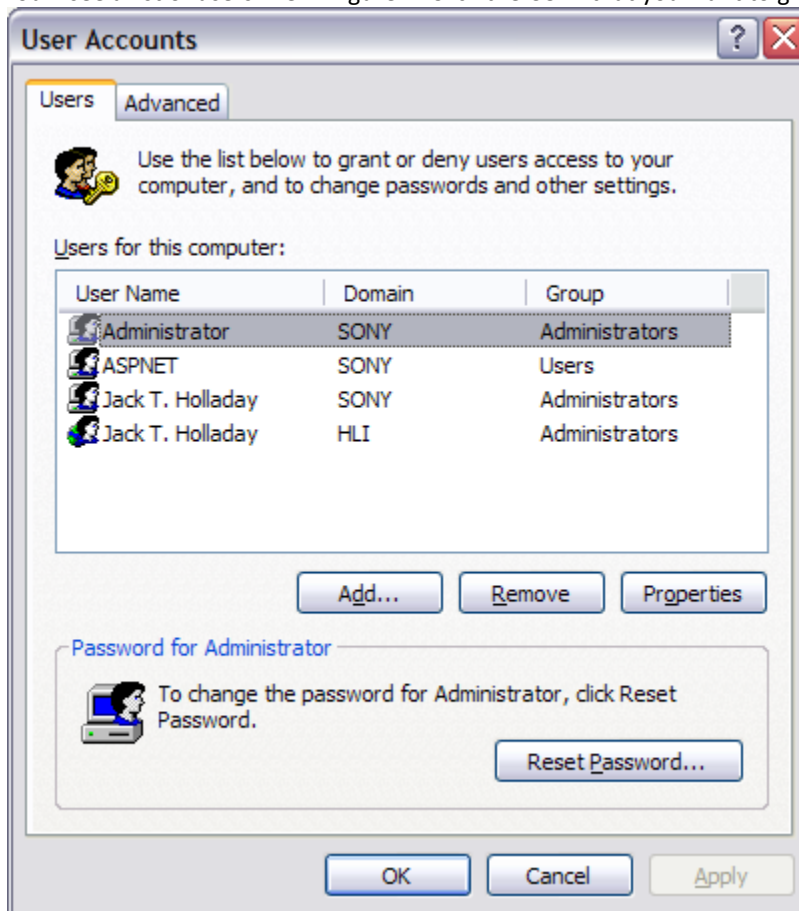


Figure 2

- e. Click the PROPERTIES button. Then you'll see something like Figure 3.

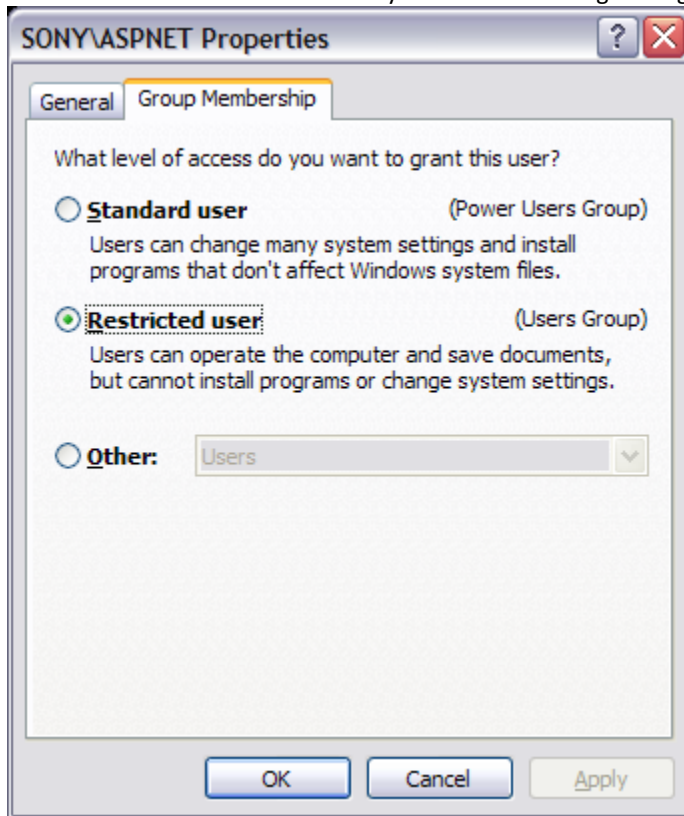


Figure 3

- f. Select OTHER and choose ADMINISTRATORS as in Figure 4

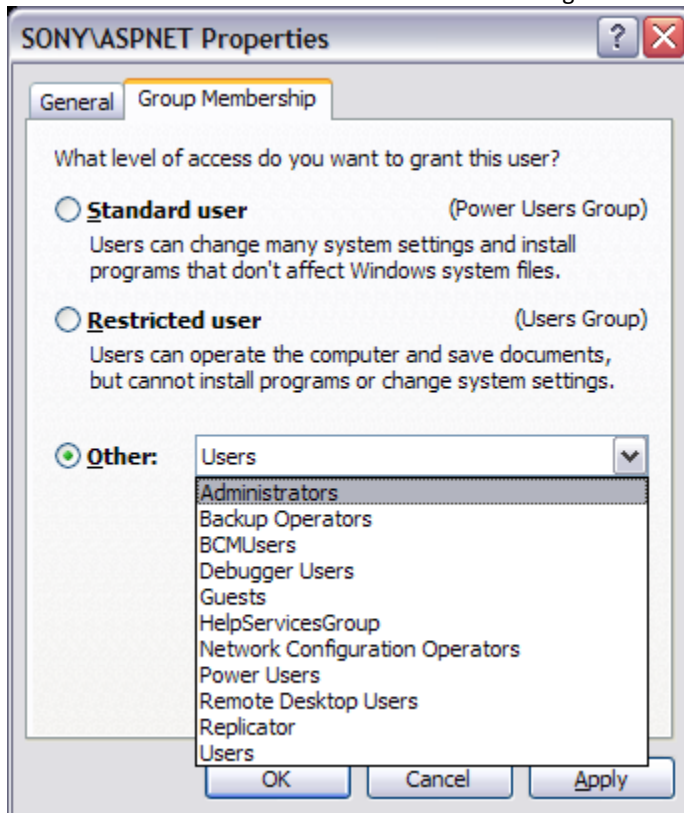


Figure 4.

- g. Then click OK and OK again and you are done with changing your account type to Administrator.
 - h. LOG OFF from the ADMINISTRATOR account and log back in as your desired USER to continue with the program installation. After installing the program, running it for the first time, and unlocking it you can repeat these steps to change you user account to the desired account privileges.
3. Run the installation program. Accept all the defaults during installation.
 4. Run the application for the first time.
 5. During the first run you will be presented with a registration dialog (Figure 5). Please fill the required information and send the registration number to support@hicsoap.com.

The screenshot shows a registration dialog box titled "HIC.SOAP.Pro Registration". It contains the following fields and controls:

- User Name:
- Clinic Name:
- Address:
- City: State: Zip:
- Country:
- Phone:
- Email:
- Days Remaining to try: (circled in red)
- Registration Number: (circled in red)
- Buttons: "Send (Email) Registration..." and "Print Registration..."
- Unlock Key: (circled in red)
- Bottom buttons: "OK", "Continue trial", and "Exit"

Figure 5. Registration Screen

6. When you receive the unlock number (please allow 2-4 days), please enter it in the registration screen.
Important: If you do not enter an unlock number, the program will stop functioning after 30 days.
7. A dialog will be presented to initialize the database. Please select the option to create a new database (Figure 6 – A) and press OK.

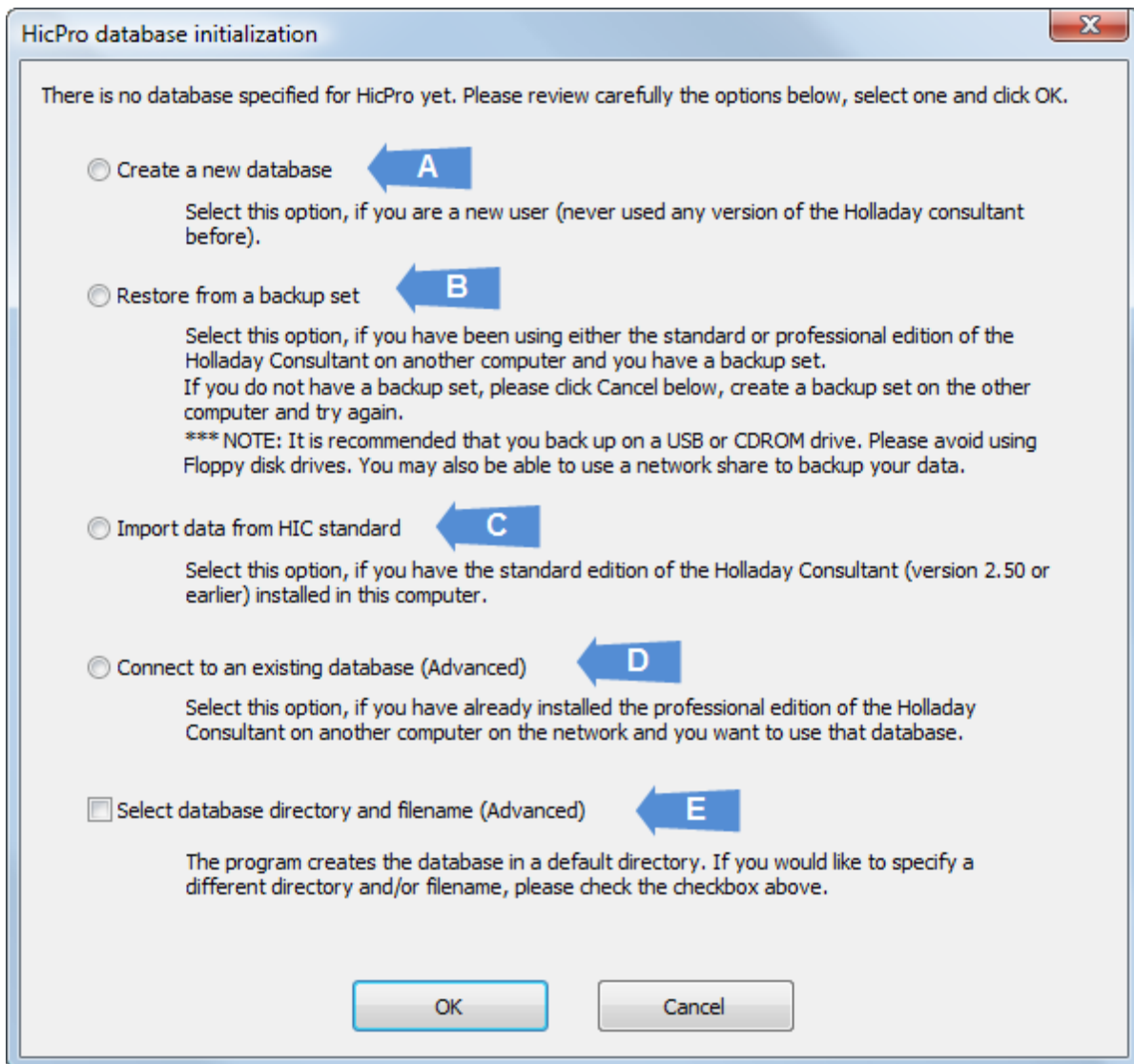


Figure 6. Database Initialization Screen

8. After you have entered the UNLOCK KEY, you no longer need administrative privileges and may modify your USER privileges as needed. Obviously, though, you will need read/write access to the database. So don't modify your privileges in such a way to prevent that.

First Time User - Installing on Windows Vista or Windows 7

1. If you are installing on Windows 200 or XP then please return to page 2.
2. Run the installation program.
 - a. If you have administrative privileges then you will see Figure 7 - Click YES

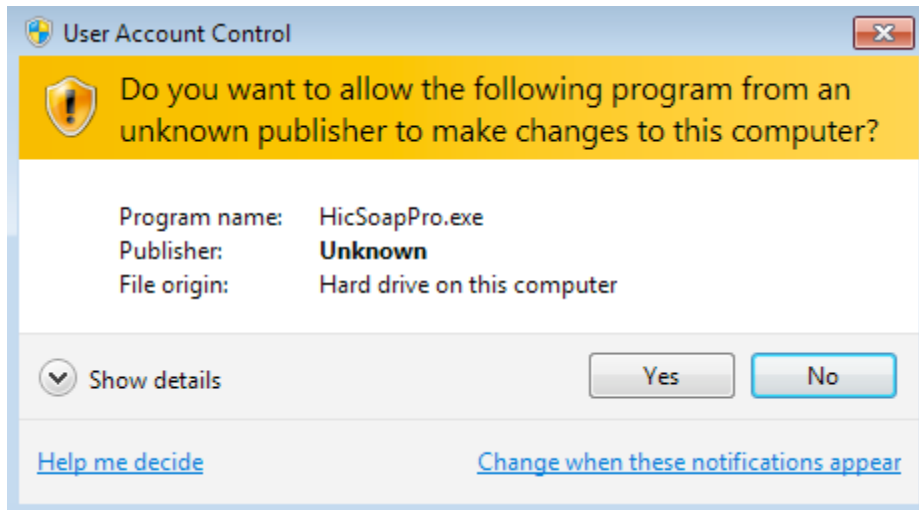


Figure 7 : UAC for ADMINISTRATOR

- b. If you don't have administrative privileges then you will see Figure 8 - Enter an ADMINISTRATOR PASSWORD and click YES.

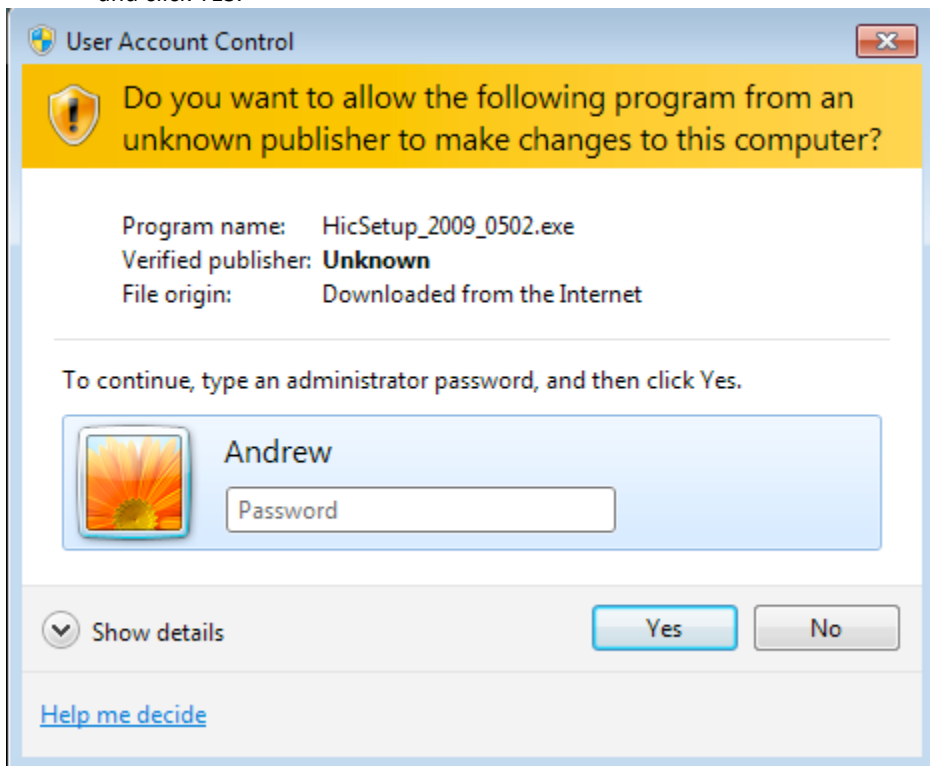


Figure 8 : UAC for non-administrator

- c. Accept all the defaults during installation.

3. Run the application for the first time. **Important:** The program must have administrative privileges the first time it's run and when you enter the unlock key. To do this, right click the HicSoap desktop icon, see a menu (Figure 9), and left click "Run as administrator". You will then be presented with a UAC window like in Figure 7 or 8. Handle it the same way you did in Step 2.

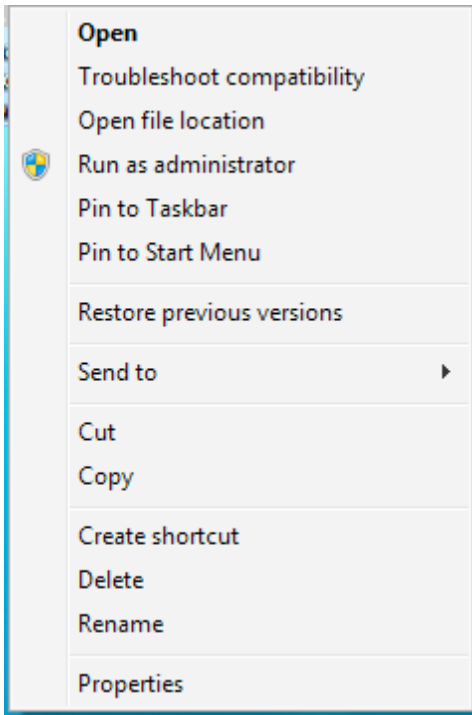


Figure 9: Right click Hicsoap Program icon and see this menu.

4. During the first run you will be presented with a registration dialog (Figure 10). Please fill the required information and send the registration number to support@hicsoap.com.

The screenshot shows a registration dialog box titled "HIC.SOAP.Pro Registration". It features a standard Windows-style title bar with a close button. The main area contains several text input fields for user information: "User Name:", "Clinic Name:", "Address:", "City:", "State:", "Zip:", "Country:", "Phone:", and "Email:". Below these fields, there are two red-outlined rounded rectangular boxes. The first box contains "Days Remaining to try:" and "Registration Number:". The second box contains "Unlock Key:". Between these two boxes are two buttons: "Send (Email) Registration..." and "Print Registration...". At the bottom of the dialog are three buttons: "OK", "Continue trial", and "Exit".

Figure 10. Registration Screen

5. When you receive the unlock number (please allow 2-4 days), please run the program as an administrator as described in the installation step 3 and enter the Unlock key in the registration screen. **Important:** If you do not enter an unlock number, the program will stop functioning after 30 days.
6. A dialog will be presented to initialize the database. Please select the option to create a new database (Figure 11 – A) and press OK.

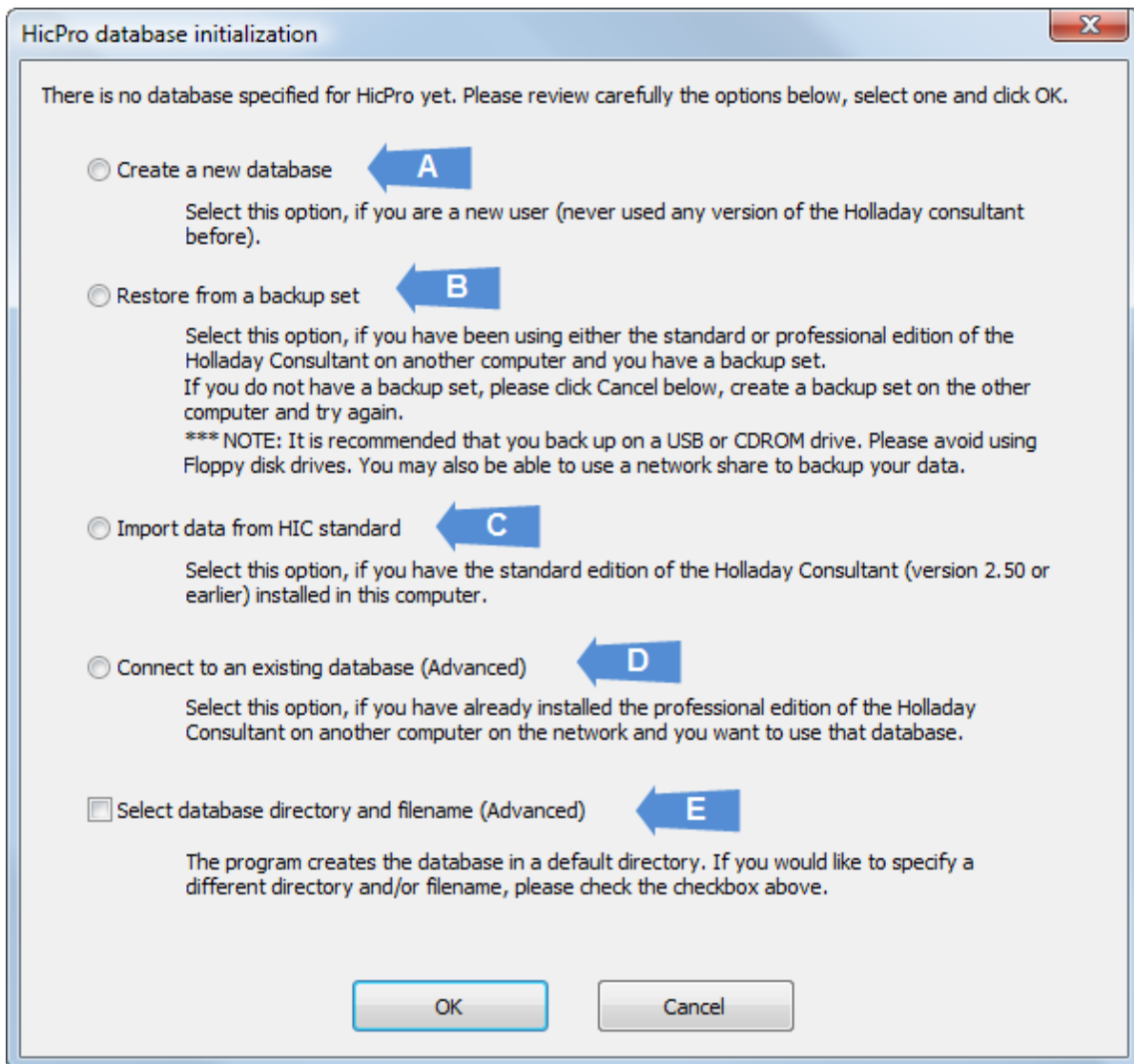


Figure 11. Database Initialization Screen

Network Users

1. Install the program on your first computer.
2. Create a read/write folder share on one of the computers or on a server. This share must be accessible by all computers. Consult your system administrator for help.
3. On the workstation map a drive letter to the shared folder.
4. Start the program and in the database initialization screen (Figure 11) select 'Create a new database' (Figure 11-A) and 'Select database directory and filename' (Figure 11-E) and when asked select the drive created in step 3. Alternately you may just select A and then move the database from the 'Move Database...' in the utilities page (Figure 12-D).

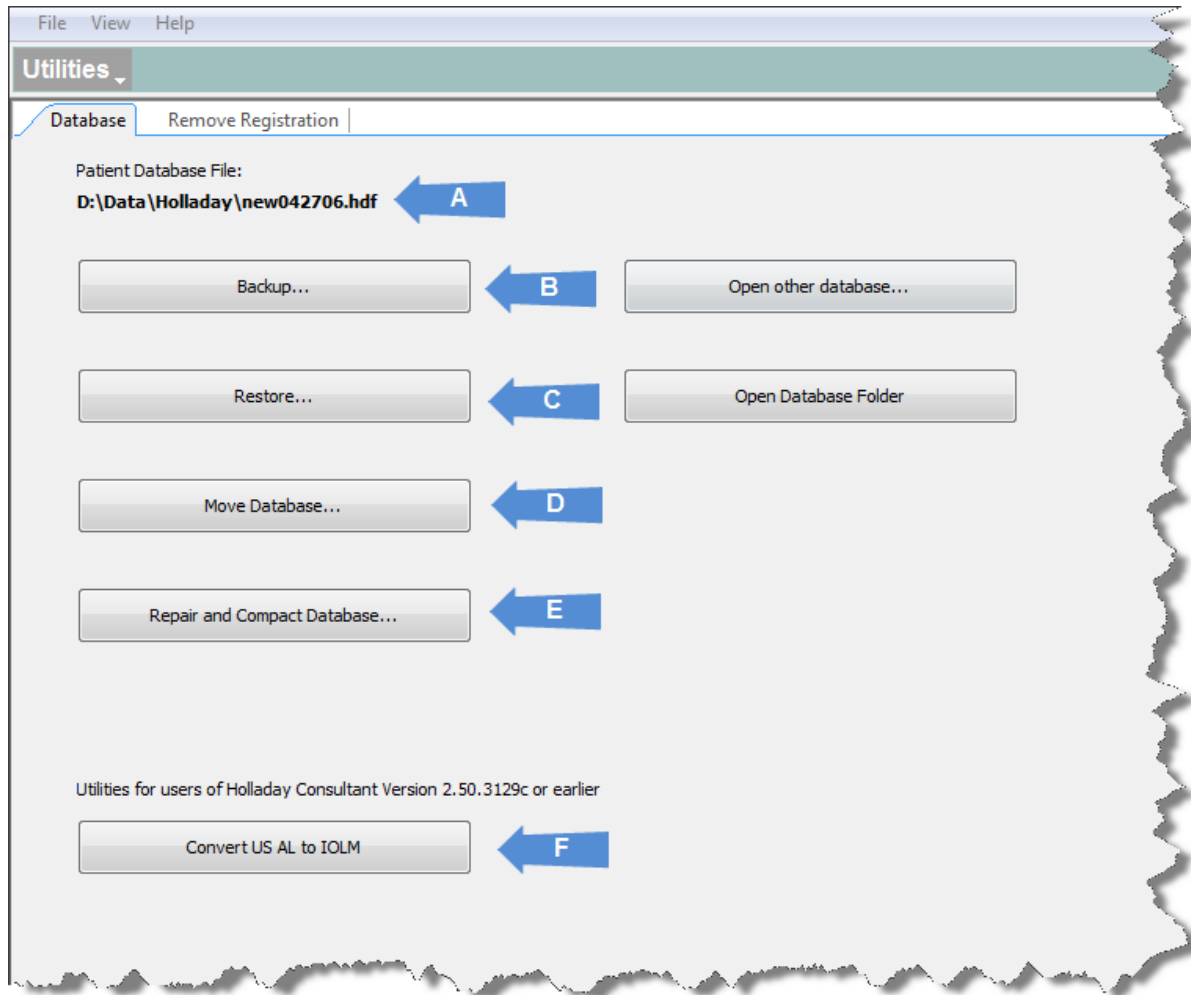


Figure 12. Utilities Screen

5. Restart the application and make sure everything works correctly. Please verify that the database is located in the proper directory. You can see the database used in the Utilities/Database page (Figure 12-A)
6. Install the program on the second computer. During installation when prompted to select a database, select the radio button reading 'Connect to an existing database' (Figure 11-D) and select the database in the shared directory. You may also change the database by clicking the 'Program and Surgeon setup' and going to the advanced page.
7. Repeat step 6 for any additional computers. **Important:** Please make sure you are running the same version of the program on all your network computers.

Moving to a new computer

1. Backup the data on your old computer (Figure 12-B).
2. Install the program to your new computer (please download the latest from www.hicsoap.com)
3. Run the program on your new computer and restore the backup you created on step 1 (Figure 12-C).
4. Remove the registration from your old computer from the Utilities tab (Figure 13)

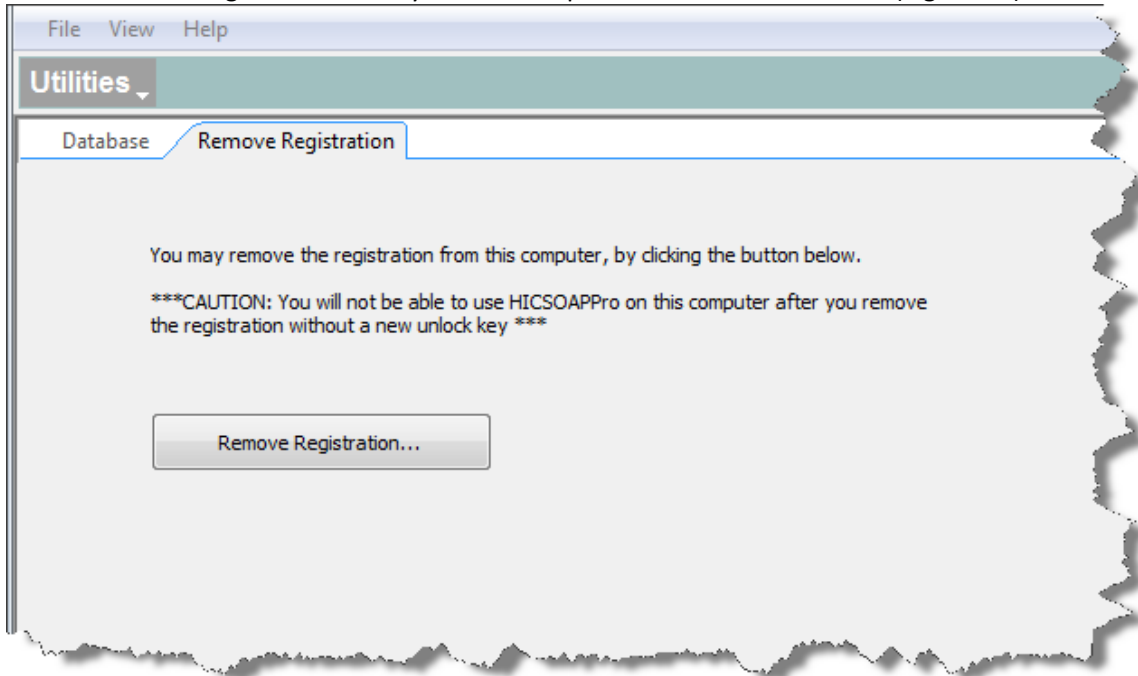


Figure 13. Remove Registration Screen

5. Send the old registration number and removal number to support@hicsoap.com.
6. Send the new registration number to support@hicsoap.com to receive a new unlock number.

Upgrading from the STANDARD edition.

1. Backup your data before upgrading.
2. Install the program to your new computer – same as 'First Time User'.
3. When you first run the application, you will have the option to upgrade the existing data.
4. If you did not choose to upgrade the data in step 3, or you are installing on a new computer, please select 'Restore...' from the Utilities/Database page (Figure 12-C)
5. **Important:** If you have been using the Zeiss IOL Master to measure patients, please make sure you let the program convert the data. You may always switch the lenses by selecting 'Convert US AL to IOLM' in the utilities page (Figure 12-F).