Installation Guide

October 13, 2009

This document is intended to be used by the Abacus System Administrator. For details regarding the Abacus Billing Pop-Up, please refer to the Abacus Users Guide.

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Contents

About This Guide **6**
Purpose of this Guide 6
Who should read this Guide 6
How this Guide is organized 6
Typographical Conventions 6
How to Get in Touch 7
Chapter 1 Getting Started **8**
Overview of Abacus Print Cost Recovery System 9
Minimum System Requirements 10
Chapter 2 Abacus Installation **12**
Installation Instructions 13
Installation Order 14
Installing Abacus Database 15
Abacus Database Configuration 19
Installing Abacus Server 19
Installing Abacus Data Scheduler 19
Installing Abacus Manager 19
Installing Abacus Tracking 19
Installing Billing Popup 19
Installing Abacus Copy Tracking 19
Chapter 3 Post Installation **19**
Getting Abacus License 19
Verifying Print Processor Installation 19
System Specifications 19
Chapter 4 Abacus Tracking Installation for MAC **19**
Installing Abacus for MAC 19
Post Installation 19
Automatic Configuration 19
Using Automatic Configuration 19
Using Manual Configuration 19
Configuring Project Preferences 19
Testing Abacus Installation 19

About This Guide

Purpose of this Guide

This user guide is designed to provide user-friendly, detailed instructions for performing all tasks associated with using the **Abacus Installation**. This document attempts to communicate a certain level of detailed understanding about **Abacus Installation** and its system functions to the user. The document lists all activities and narrates the entire process logic that will be built into the application.

Who should read this Guide

This document helps the users to install Abacus components. The document also provides step-by-step procedures to install and un-install Abacus components.

How this Guide is organized

This guide is divided into the following chapters:

Chapter 1 – Getting Started explains the overview of Abacus Print Cost Recovery System, minimum system requirements, software and hardware pre-requisites for installing Abacus.

Chapter 2 – Abacus Installation explains installation instructions, installation order, and installing various Abacus components.

Chapter 3 – Post Installation explains how to get Abacus license, verifying print processor installation, system guidelines.

Chapter 4 – Abacus Tracking Installation for MAC explains how to install Abacus Tracking on MAC machines, Post Installation guidelines, Using Automatic and Manual Installation and Verifying Abacus Installation on MAC.

Typographical Conventions

Before you start, it is important to understand the typographical conventions used in this guide.

This	Represents
Bold	Menu, any option on the menu, radio button, check box, command button or a link.
	A note, providing additional information about a certain topic.
	An important message not to be ignored.

How to Get in Touch

The following section provides information on how to obtain support for documentation and software.

Documentation Support

For any questions, comments or suggestions on the documentation, contact us by email at abacussupport@mirrorplus.com

Technical Support

If you have any problems, questions or suggestions regarding this software, email us at abacussupport@mirrorplus.com. While contacting technical support, please have the following information ready:

- Abacus version
- The operating system
- A description of the steps leading to the problem
- The exact message that appeared when the problem occurred, or any other message that appeared on your screen

For additional information:

Please contact: MirrorPlus Technologies Inc via email, and / or phone:

Email: abacussupport@mirrorplus.com

Phone: 1-877 TRY ARC1 (Option 2 for Abacus Support)

www.mirrorplus.com

Chapter 1
Getting Started

In this chapter, you will learn about:

- Overview of Abacus Print Cost Recovery System
- Minimum System Requirements
- Software and Hardware Pre-requisites

Overview of Abacus Print Cost Recovery System

Abacus Print Cost Recovery System is a software solution to track and bill all the print activities for a company.

The Abacus Print Cost Recovery System allows you to track all the printing activities and bill on a project to project basis. This ensures that printing costs associated to an individual project are properly assigned. This information is required to bill the clients for reimbursable expenses incurred while printing. It also helps you to manage the overhead costs associated with printing activities, which may not be reimbursable.

The Abacus Print Cost Recovery System is composed of several modules, which has to be installed on your network. Each time you perform an activity (print, scan, copy, or fax) on your network, the Abacus Tracking Server will intercept the activity request, and trigger a billing pop-up for you. You need to fill in the information related to the project, the print media, and the purpose for the activity in the billing pop-up.

Once you enter the required information, the data will be added to the Abacus database. This information is accessed to prepare reports on your printing activity.

Several applications are involved in this process. These applications are pre-configured in your system by the reprographics provider. The applications include:

- The Abacus Database
- The Abacus Server
- The Abacus Tracking
- The Abacus Manager
- The Abacus Data Scheduler
- The Abacus Billing Pop-up

All the above components can be independently installed in a single system or various systems.

Minimum System Requirements

Abacus Component	Operating System	Software	Hardware	Port to be enabled
Abacus Database	MS Windows XP 32-bit (SP2) OR MS Windows 2000 Server (SP4) OR MS Windows 2003 Server 32-bit (SP1) OR MS Windows Vista Workstation 32-bit	Windows Installer 3.1		
Abacus Server		Windows Installer 3.1 Internet Information Services (IIS) 5.0	RAM – minimum 512 MB; 1 GB recommended 20 GB of available Hard disk space	TCP/IP Port 80 and UDP/5353 has to be opened both ways on the firewalls
Abacus Data Scheduler		Windows Installer 3.1		
Abacus Manager		Windows Installer 3.1		
Abacus Tracking				TCP/IP Port 9091 has to be opened both ways on the firewalls

Abacus Billing Popup	MS Windows 2000 OR Apple MAC OS 10.x		RAM – minimum 512 MB 100 MB of available hard-disk space	TCP/IP Port 9090 and UDP/5353 has to be opened both ways on the firewalls

Chapter 2
Abacus Installation

In this chapter, you will learn about:

- Installation Instructions
- Installing Abacus Database
- Installing Abacus Server
- Installing Abacus Tracking
- Installing Abacus Manager
- Installing Abacus Data Scheduler
- Installing Billing Pop-up

Installation Instructions

To install *Abacus* from the Abacus CD, simply insert the CD into the drive. If the setup does not begin automatically, you need to run Abacus.exe from the CD's root directory.

To install the download version (recommended, as it will be the most up-to-date); first download the installer from the Abacus website: http://abacuspcr.com

Once you have downloaded the installer, locate it and double-click the installer to run.

Whether you install *Abacus* from a CD or from a download, the installation instructions from this point are similar for both.

The following screen appears:

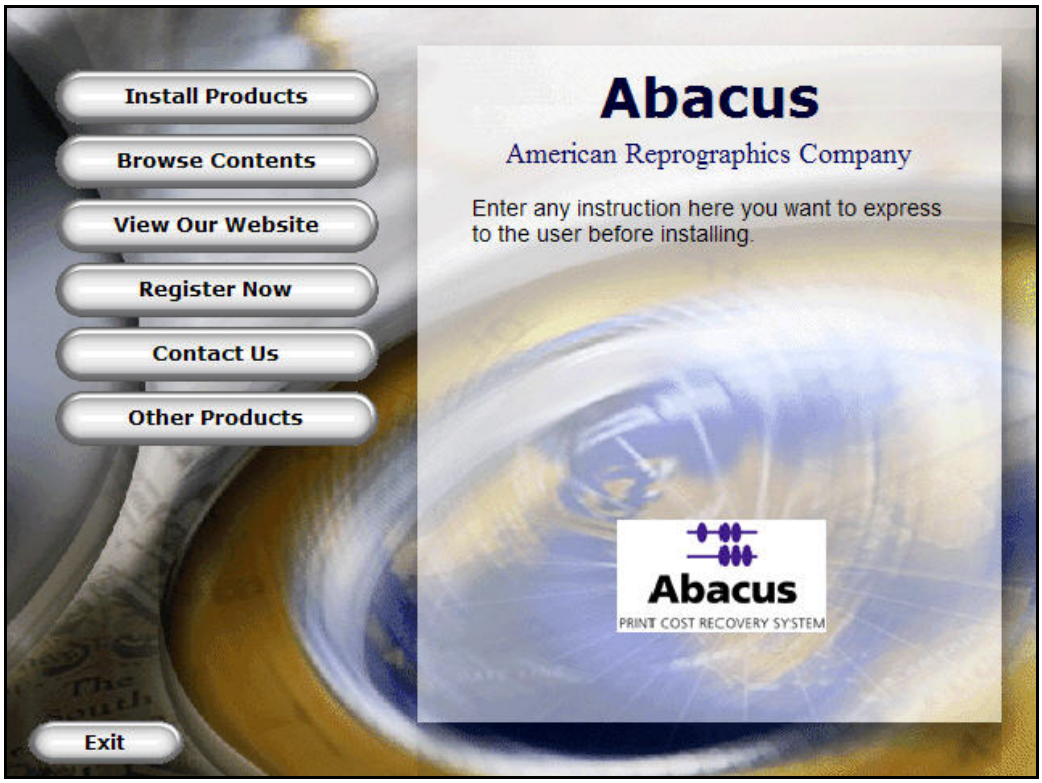

Figure 1: Main Menu

Click **Install Products** to begin the installation process. The **Install Products** screen appears.

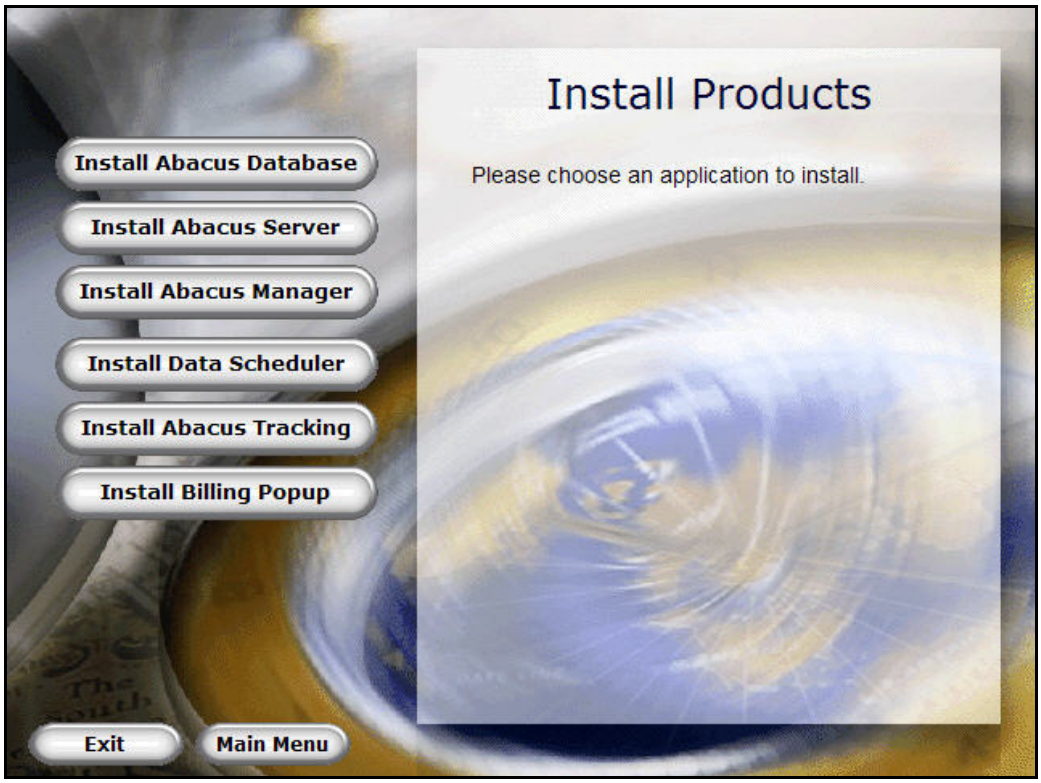

Figure 2: Install Products screen

Installation Order

The Abacus components have to be installed in the following order:

1. Abacus Database
2. Abacus Server
3. Abacus Data Scheduler

The remaining components: Abacus Manager, Abacus Tracking, and Billing Popup can be installed in any order.

Installing Abacus Database

The pre-requisites for Abacus Database installation are DotNetFramework 2.0, Windows Installer 3.1, and Microsoft SQL Server Express 2005 SP2. The Abacus CD is bundled with the pre-requisites. When you perform the Abacus Database installation, the system automatically checks for these pre-requisites and install them accordingly.

To install Abacus Database:

1. Click **Install Abacus Database** on the **Install Products** screen. The **InstallShield Wizard** dialog box appears.

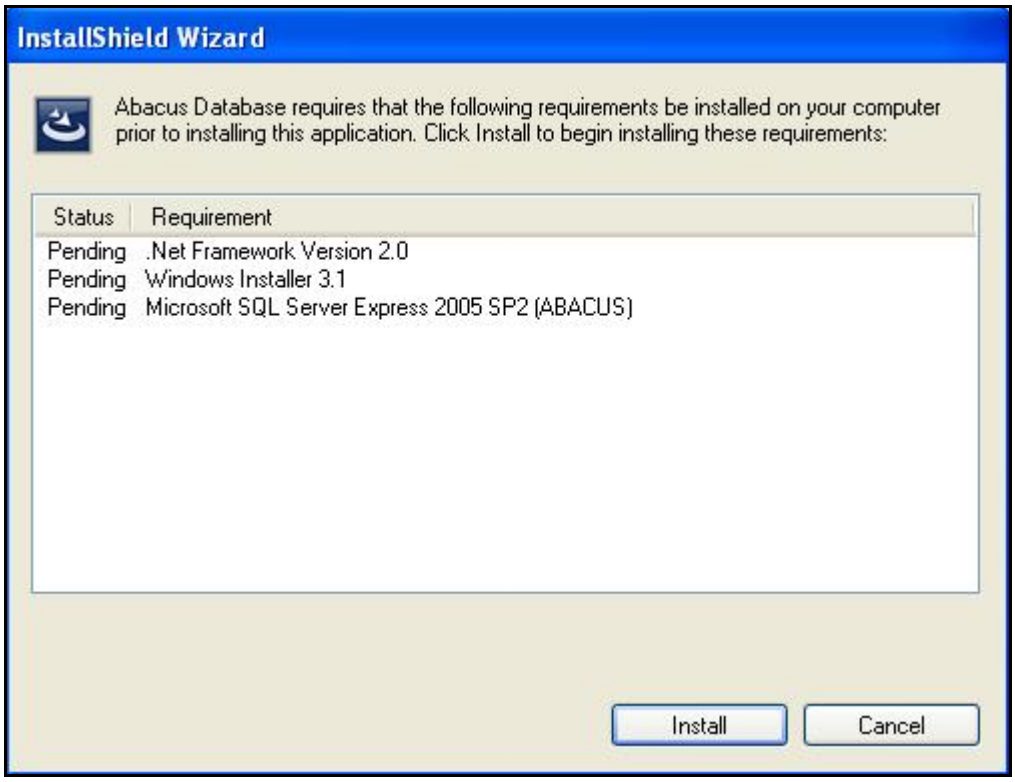

Figure 3: InstallShield Wizard dialog box

2. Click **Install** to start installing the pre-requisites before installing the Abacus Database. The installation progress bar is displayed in the same page to show the installation process.

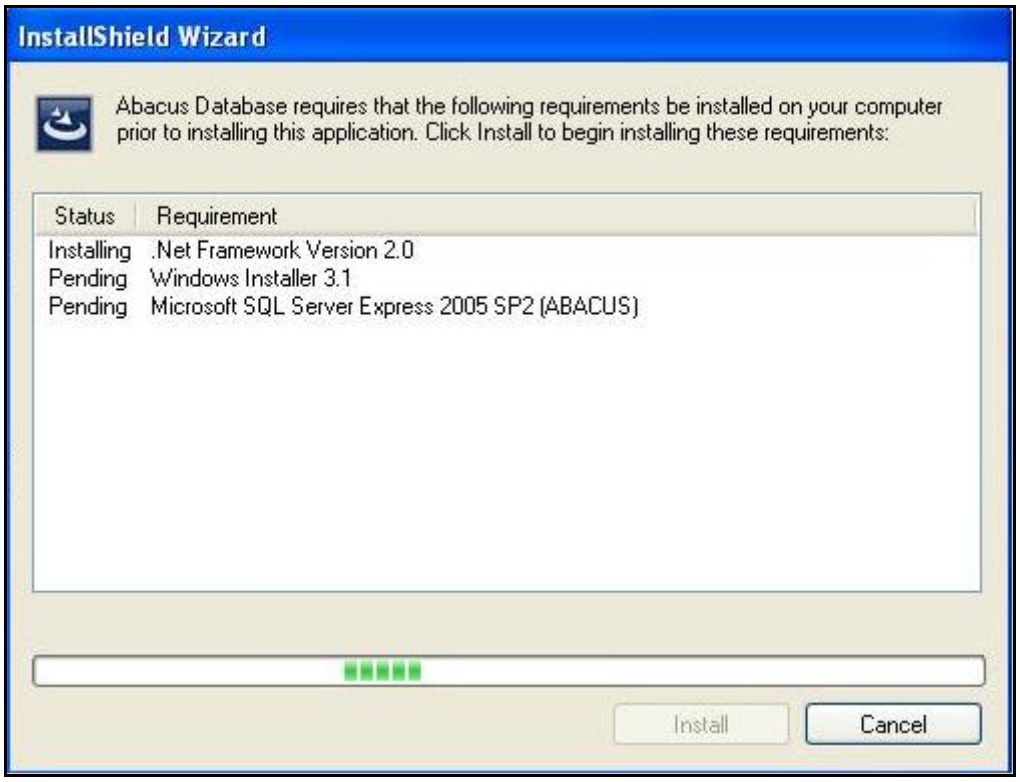

Figure 4: InstallShield Wizard dialog box

3. The pre-requisites are installed one at a time. Wait till all the requirements are installed.

   Once the .Net Framework Version 2.0 installation is completed, Windows Installer 3.1 installation begins. The **Software Update Installation Wizard** dialog box appears.

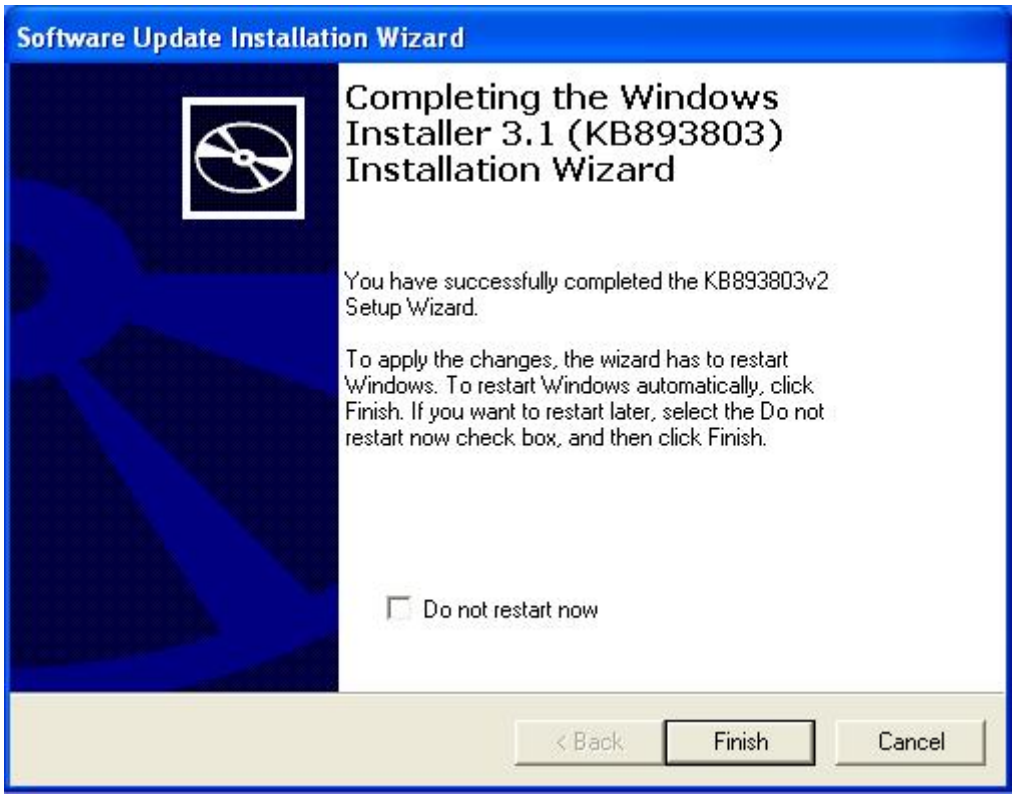

Figure 5: Software Update Installation Wizard

4. To apply the changes, restart Windows.
    - If you want the Windows to restart automatically, click **Finish**.
    - If you want the Windows to restart later, select the **Do not restart now** check box, and then click **Finish**.

Do not restart now check box is not selected by default. To restart the Windows later you have to select the check box by yourself. You must restart your computer for the updates to take effect.

The **InstallShield Wizard** dialog box appears where you will notice only the **Microsoft SQL Server Express 2005 SP2** pre-requisite installation is pending. So, now install **Microsoft SQL Server Express 2005 SP2** in your machine.

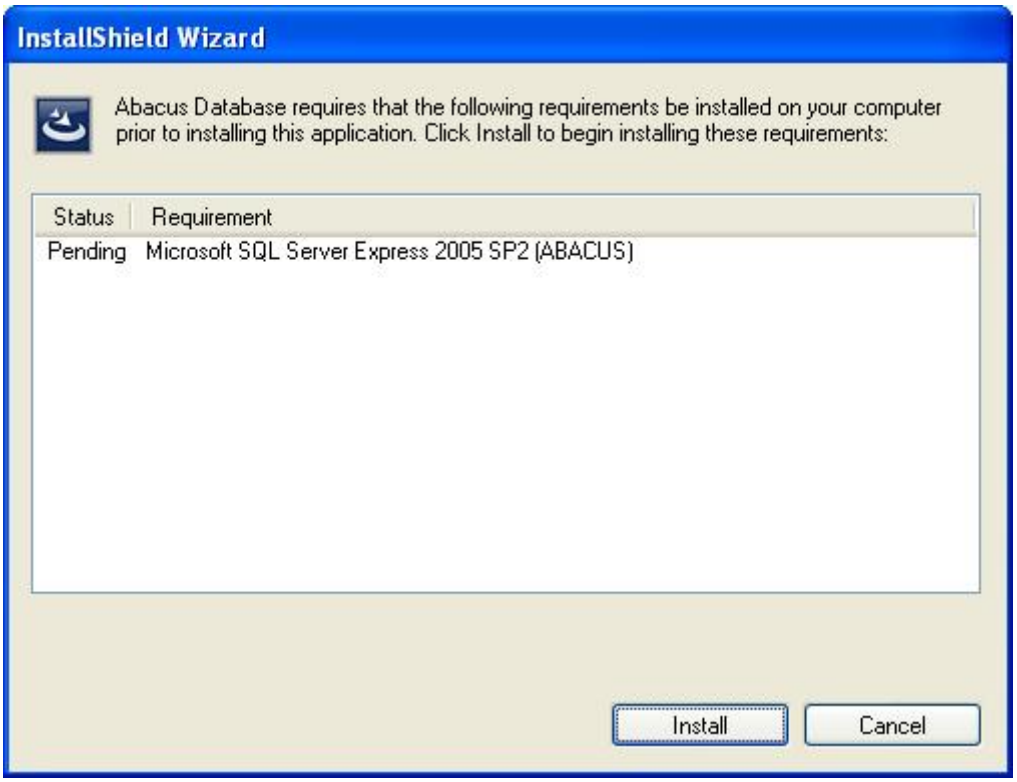

Figure 6: InstallShield Wizard dialog box

5. Click **Install** to begin the installation process. A message box appears.

Figure 7: Abacus Database message box

6. Click **Yes** to continue installing Microsoft SQL Server 2005 SP2. The **End User License Agreement** screen appears.

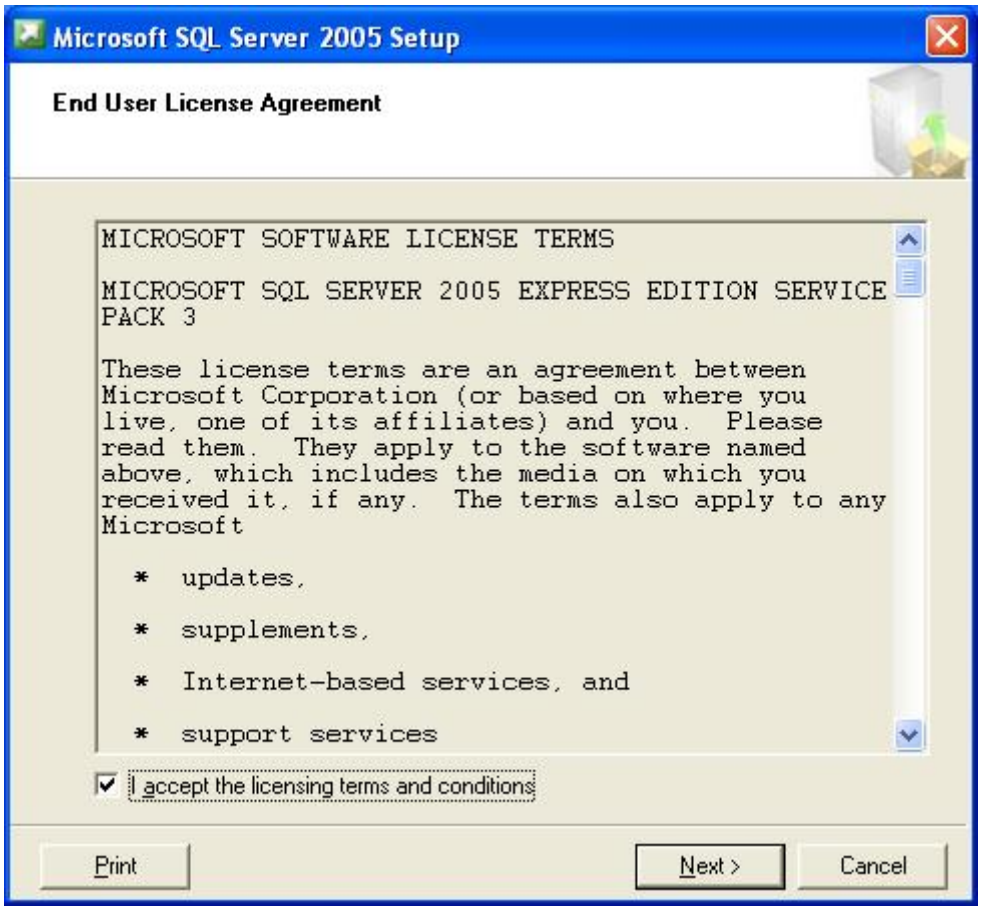

Figure 8: End User License Agreement screen

7. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, select **I accept the licensing terms and conditions** check box and click **Next**. The **Installing Prerequisites** screen appears.

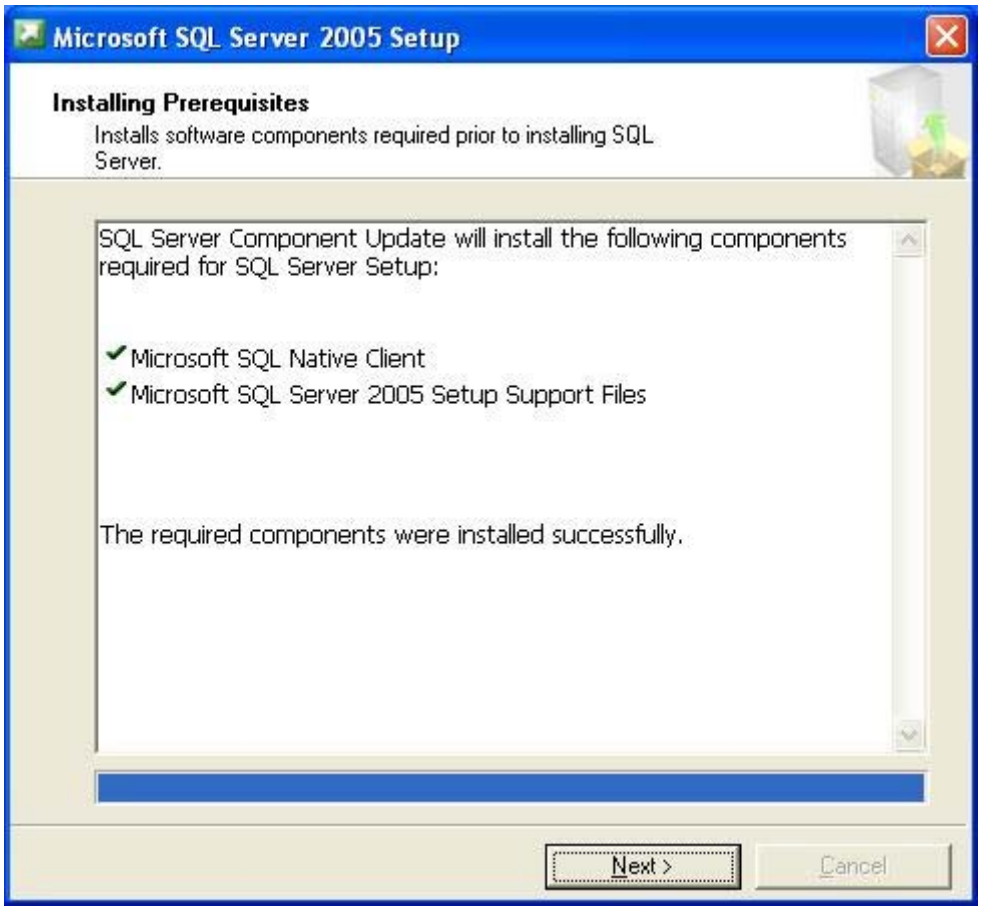

Figure 9: Microsoft SQL Server 2005 Setup screen

8. Wait till the software components required prior to installing SQL Server are installed. The **System Configuration Check** screen appears.

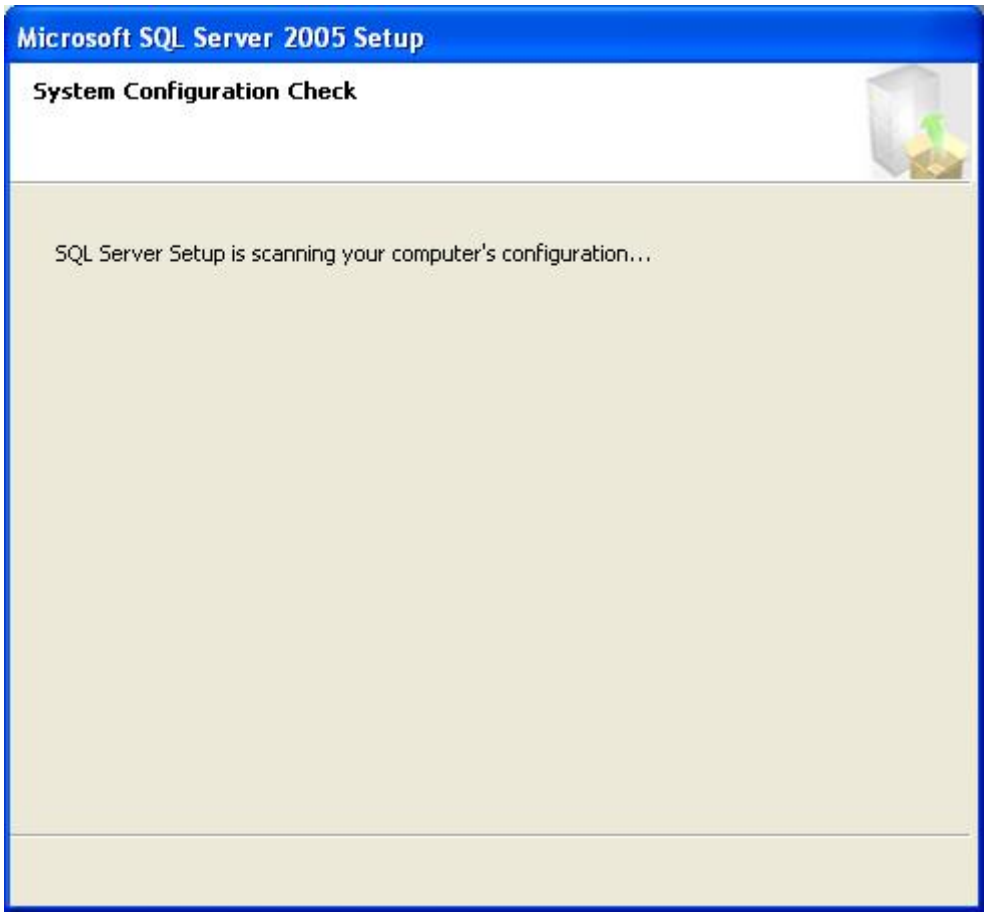

Figure 10: System Configuration Check screen

9. Wait till the SQL Server setup scans your computer's configuration. After the scanning is done, the **Setup Progress** screen appears.

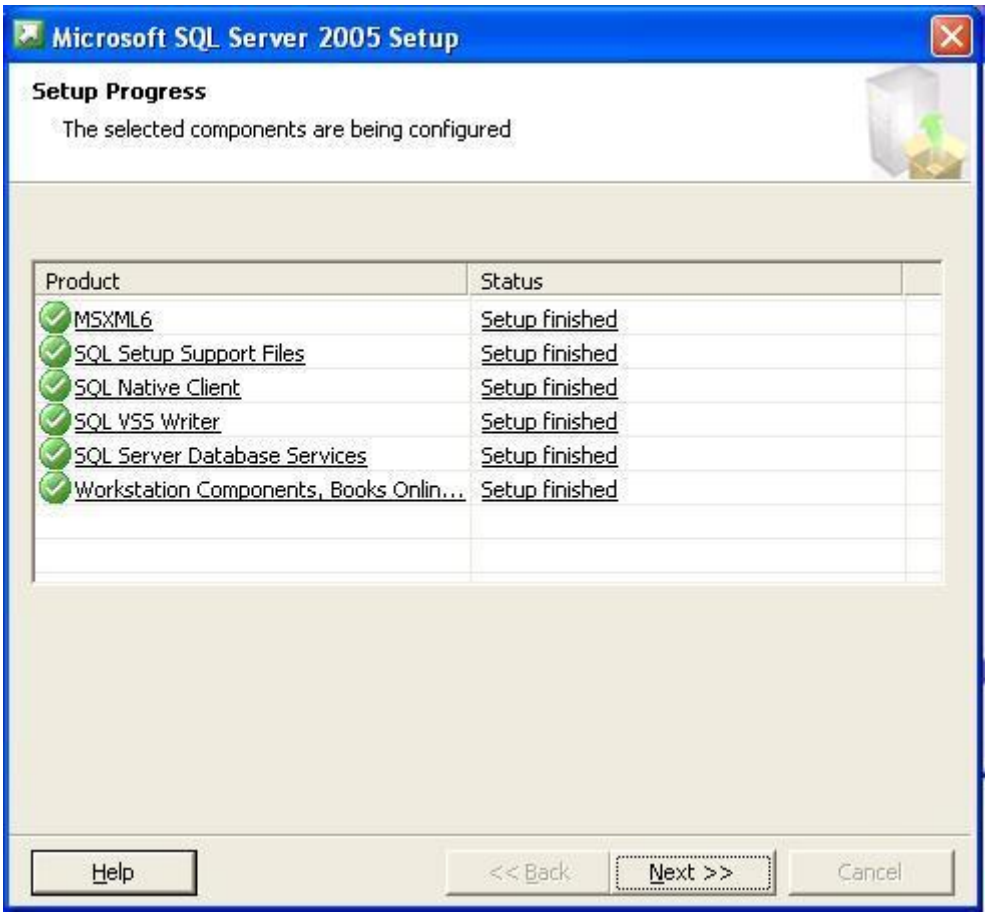

Figure 11: Setup Progress screen

10. Wait till the selected SQL Server components are configured and then click **Next**. The **Completing Microsoft SQL Server 2005 Setup** screen appears.

Figure 12: Completing Microsoft SQL Server 2005 Setup screen

11. Click **Finish** to complete MS SQL Server 2005 setup. The **Preparing to Install** screen appears.

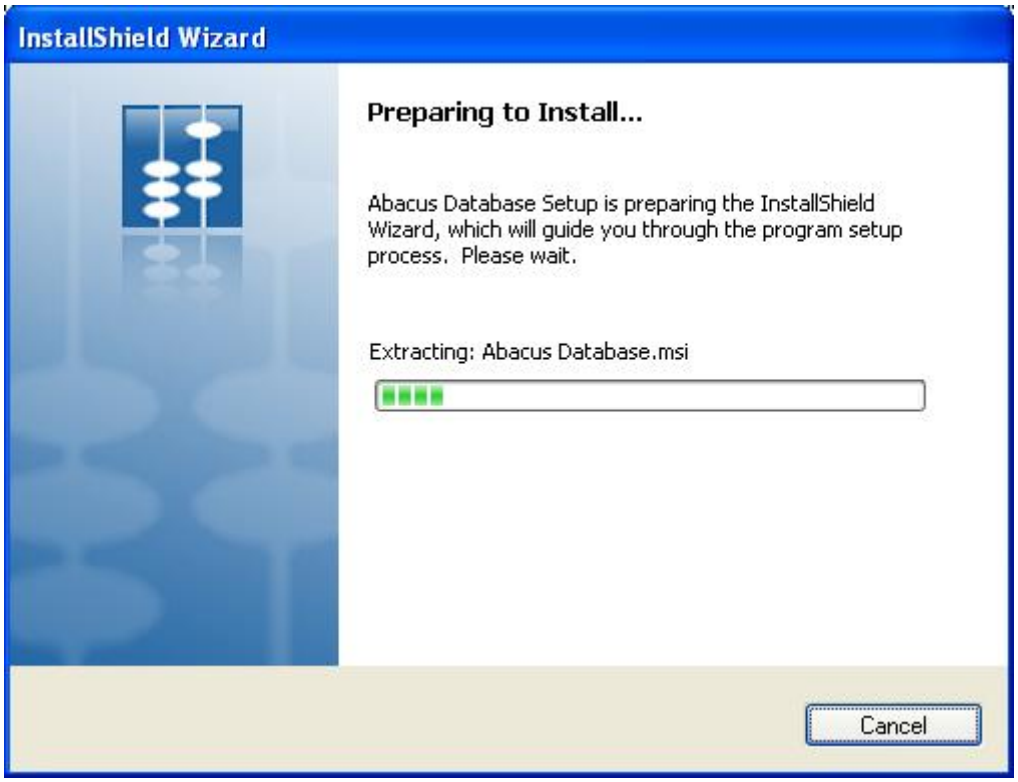

Figure 13: Preparing to Install screen

12. Wait till the setup prepares the InstallShield Wizard that will guide you through the program setup process. After installation is done, the **Welcome** screen appears.

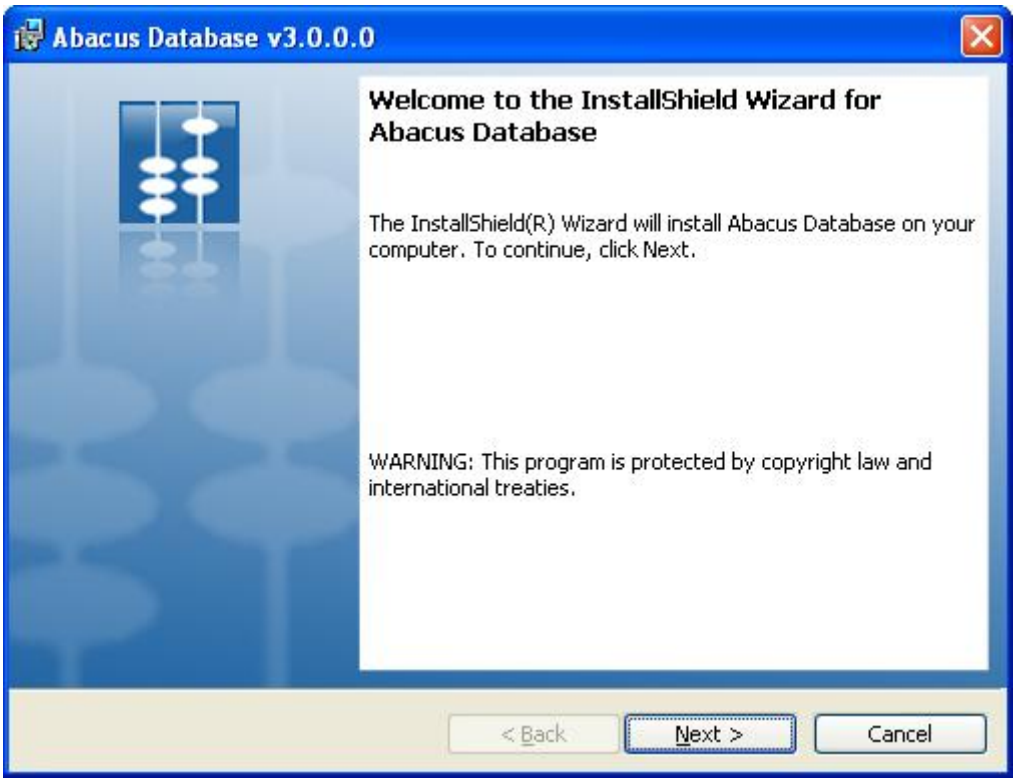

Figure 14: Welcome screen for Abacus Database

13. The InstallShield Wizard installs Abacus Database on your computer. Click **Next** to continue. The **License Agreement** screen appears.

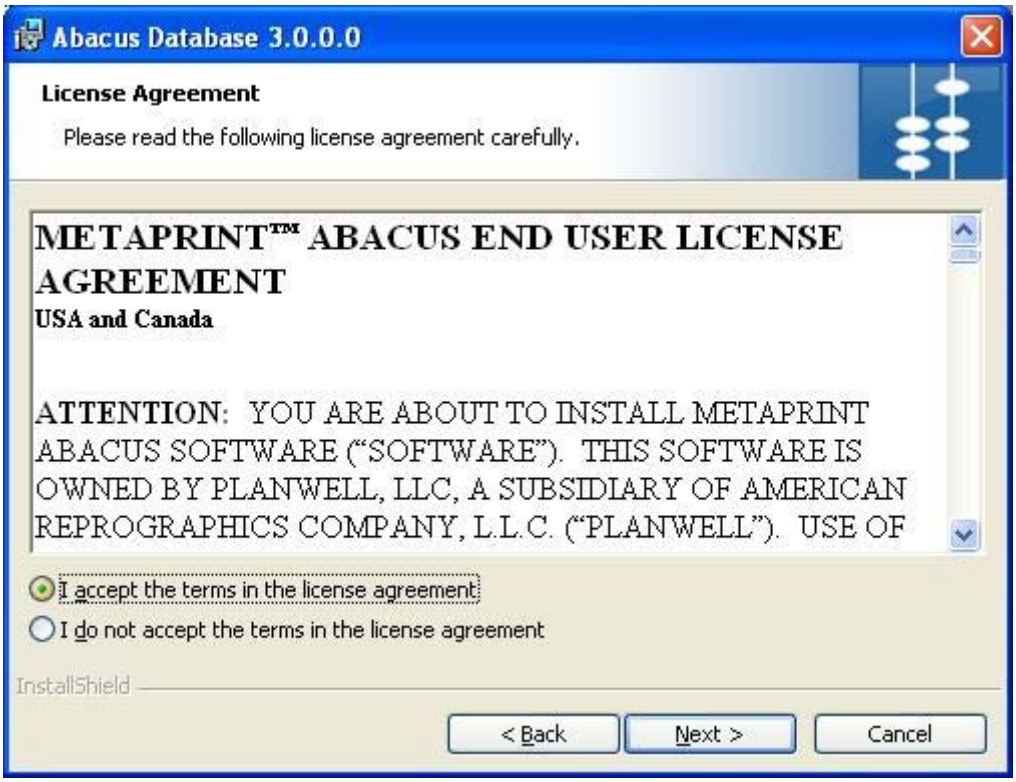

Figure 15: License Agreement screen

14. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Customer Information** screen appears.

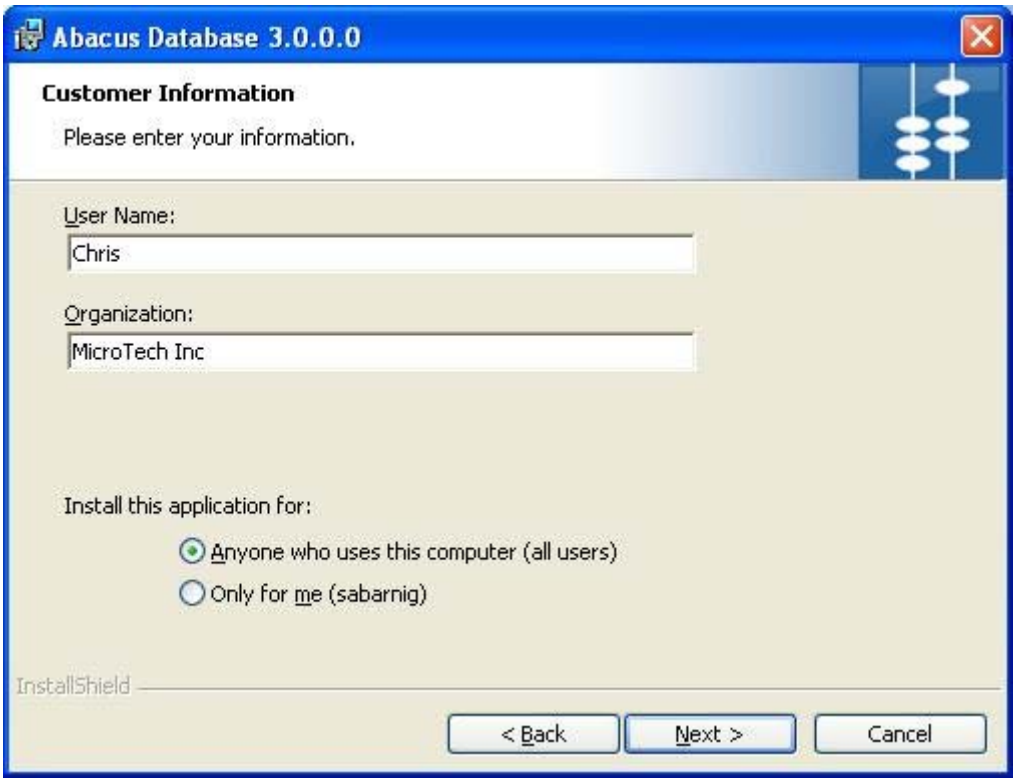

Figure 16: Customer Information screen

15. In the **Customer Information** screen**,** enter the following details:

    a) Enter your name in the **User Name** text box.

    b) Enter your company name in the **Organization** text box.

    c) Select for whom this application is meant for.

    - Click **Anyone who uses this computer (all users)** option to install the Abacus Database application for all users.

    Or

    - Click **Only for me** option to install the application only for the logged on user.

16. Click **Next**. The **Database Server** screen appears.

Figure 17: Database Server screen

17. Select the database server and authentication method.
    a) Select the database server to install from the **Database Server** drop-down list or click **Browse** to view a list of all database servers. Select the server from the list and click **OK**. The Database Server automatically gets selected in the **Database Server** field.
    b) Enter the authentication credentials. For ABACUS Instance server the **Login ID** and **Password** are defaulted to "*sa*" and "*T3mp5a4UNoW*" respectively.
18. Click **Next** to continue. The **Ready to Install the Program** screen appears.

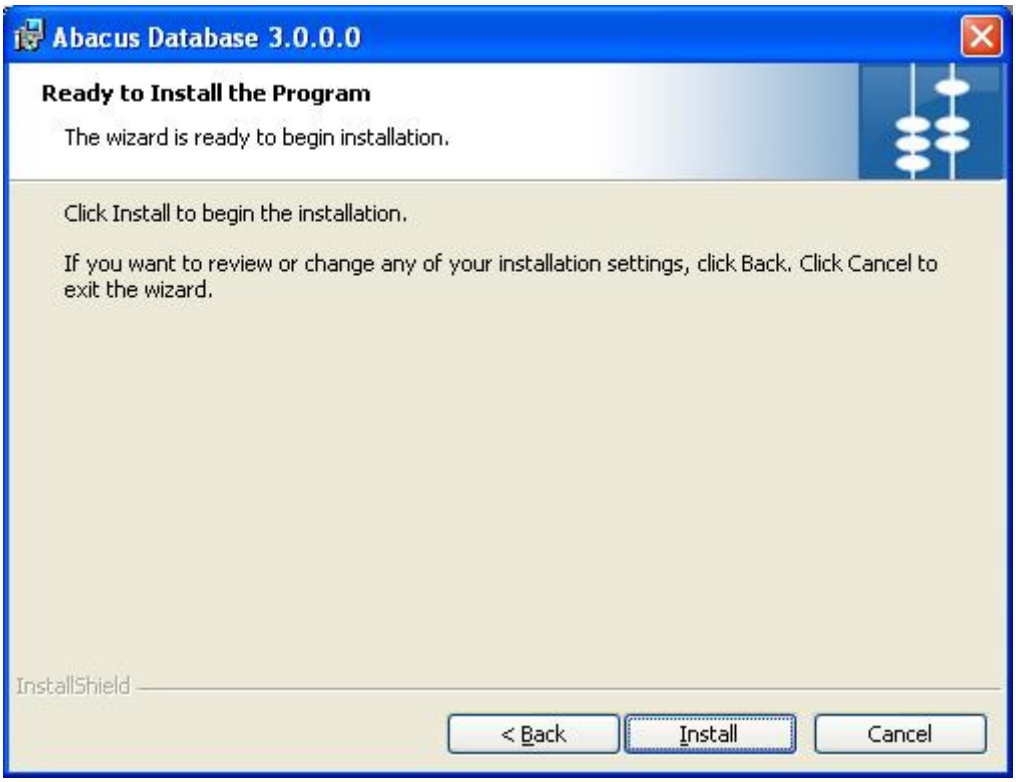

Figure 18: Ready to Install the Program screen

19. Click **Install** to begin the installation process. The **Installing Abacus Database** screen appears.

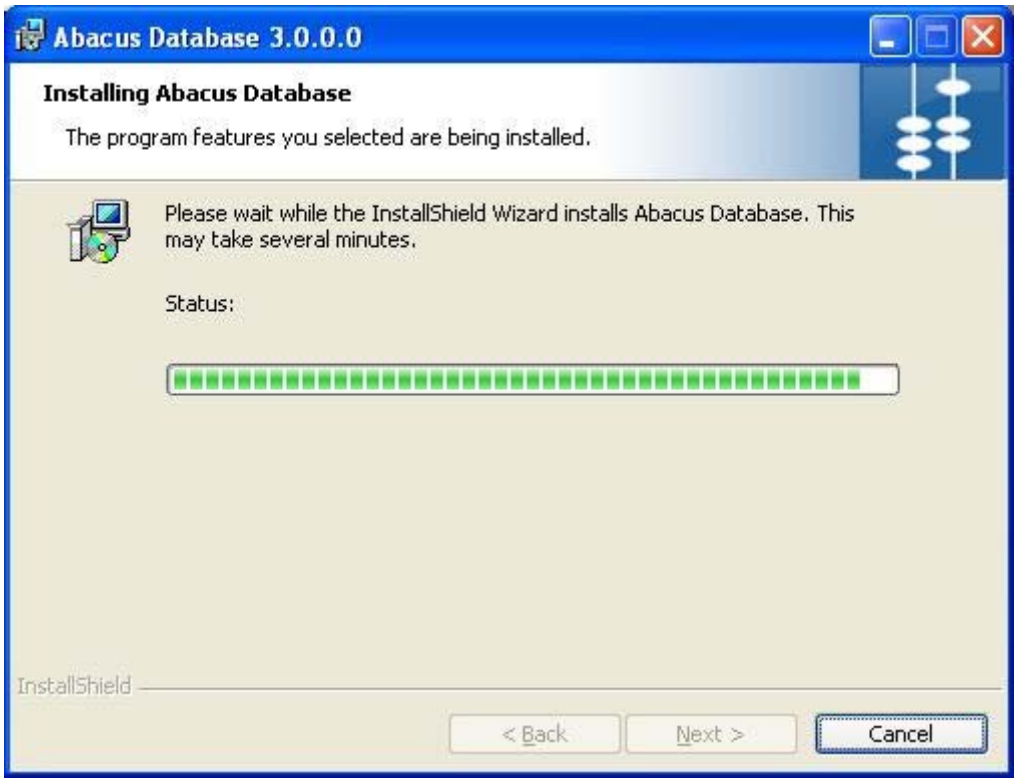

Figure 19: Installing Abacus Database screen

20. Wait till the Abacus Database is installed. The installation process may take some time. After successful completion of the process, the **InstallShield Wizard Completed** screen appears.

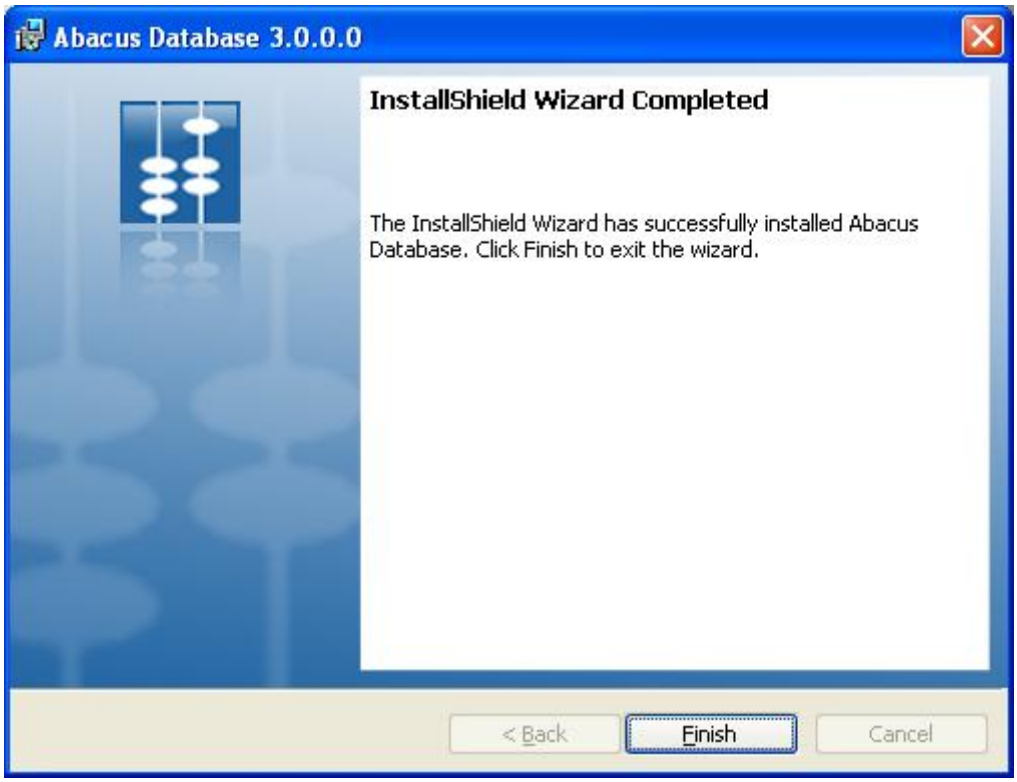

Figure 20: InstallShield Wizard Completed screen

21. Click **Finish** to exit from the InstallShield Wizard screen.

Abacus Database Configuration

While installing Abacus Database, the Microsoft SQL Server Express 2005 SP2 for Abacus instance and the database schema and tables are installed. By default, the named pipes and TCP ports are enabled to establish remote connection to the Abacus Database.

If you have already install Microsoft SQL Server Express 2005 SP2 in your system, you have to manually enable named pipes and TCP ports.

1. Click the **Start** button.
2. From the **Start** menu, go to **Programs**, select **Microsoft SQL Server 2005**, point to **Configuration Tools**, and then click **SQL Server Surface Area Configuration**. The **SQL Server Surface Area Configuration** window appears.

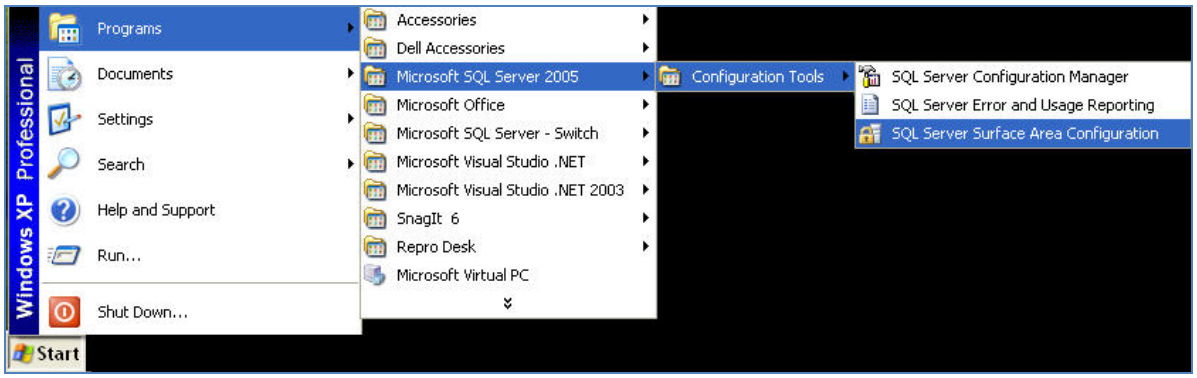

Figure 21: SQL Server Surface Area Configuration path

3. Click **Surface Area Configuration for Services and Connections** under **Configure Surface Area for localhost**. The **Surface Area Configuration for Services and Connections** window appears.

Figure 22: SQL Server 2005 Surface Area Configuration window

4. Select **Remote Connections** from the left hand panel.

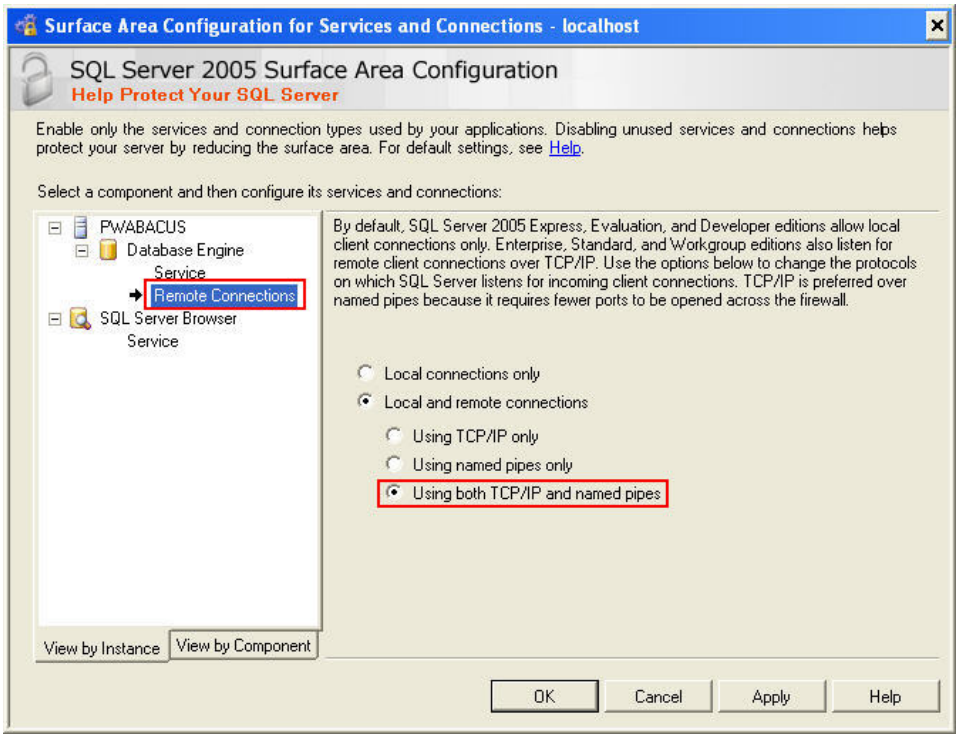

Figure 23: Surface Area Configuration for Services and Connections – localhost window

5. Click **Local and remote connections** option and then click **Using both TCP/IP and named pipes** option.
6. Click **Apply** and then click **OK**. Restart the database engine for changes to take effect.

Installing Abacus Server

The Abacus Server installer will install the following components:

- Abacus Dispatch Service
- Abacus Service Manager
- Abacus License Manager
- Abacus Print Processor

The pre-requisite for Abacus Server installation is IIS 5.0 or greater.

To install Abacus Server:

1. Click **Install Abacus Server** on the **Install Products** screen. The **Preparing to Install** screen appears.

Figure 24: Preparing to Install screen

2. Wait till the setup prepares the InstallShield Wizard that will guide you through the program setup process. The **Welcome** screen appears.

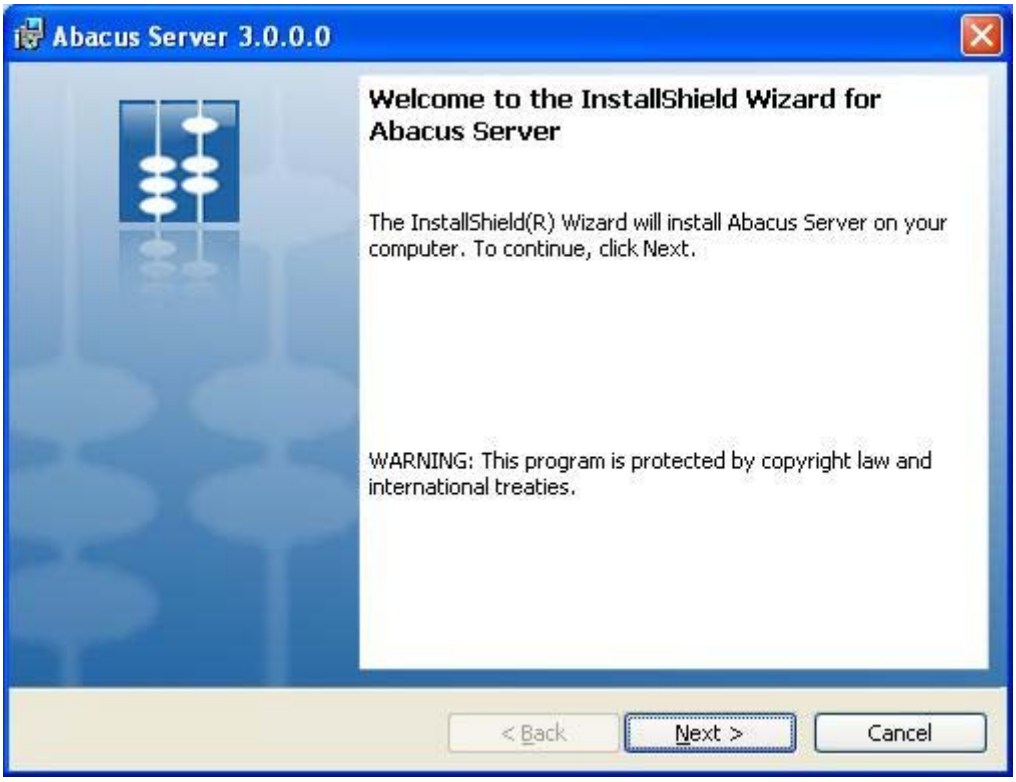

Figure 25: Welcome screen for Abacus Server

3. Click **Next** to continue. The **License Agreement** screen appears.

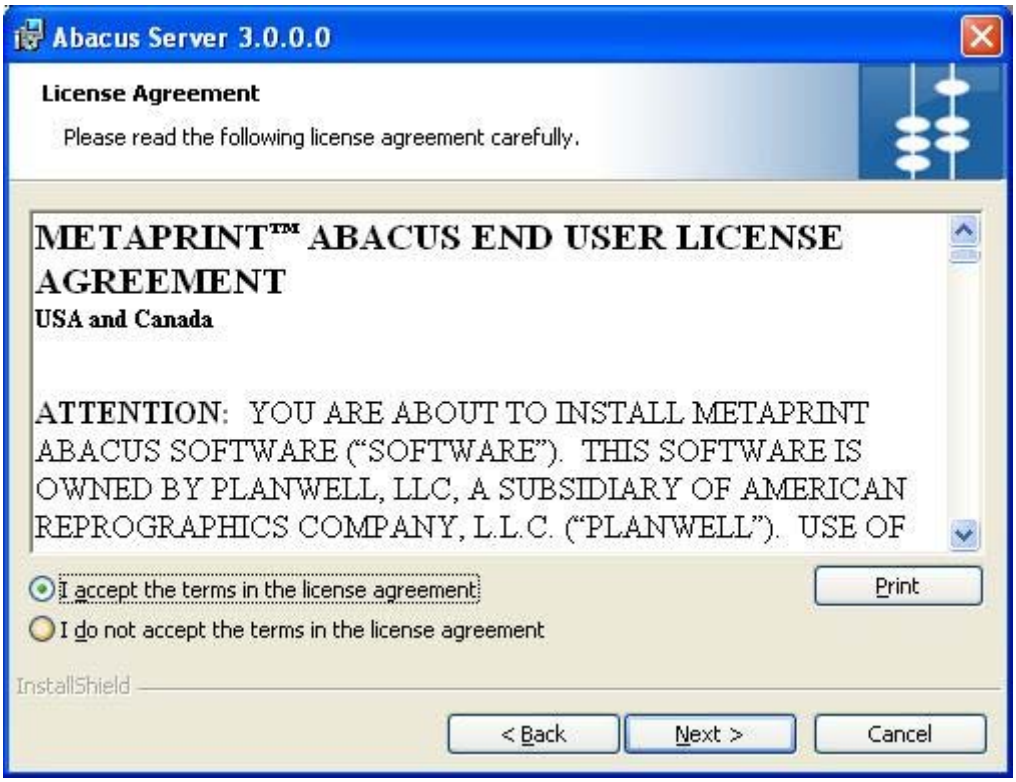

Figure 26: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Destination Folder** screen appears.

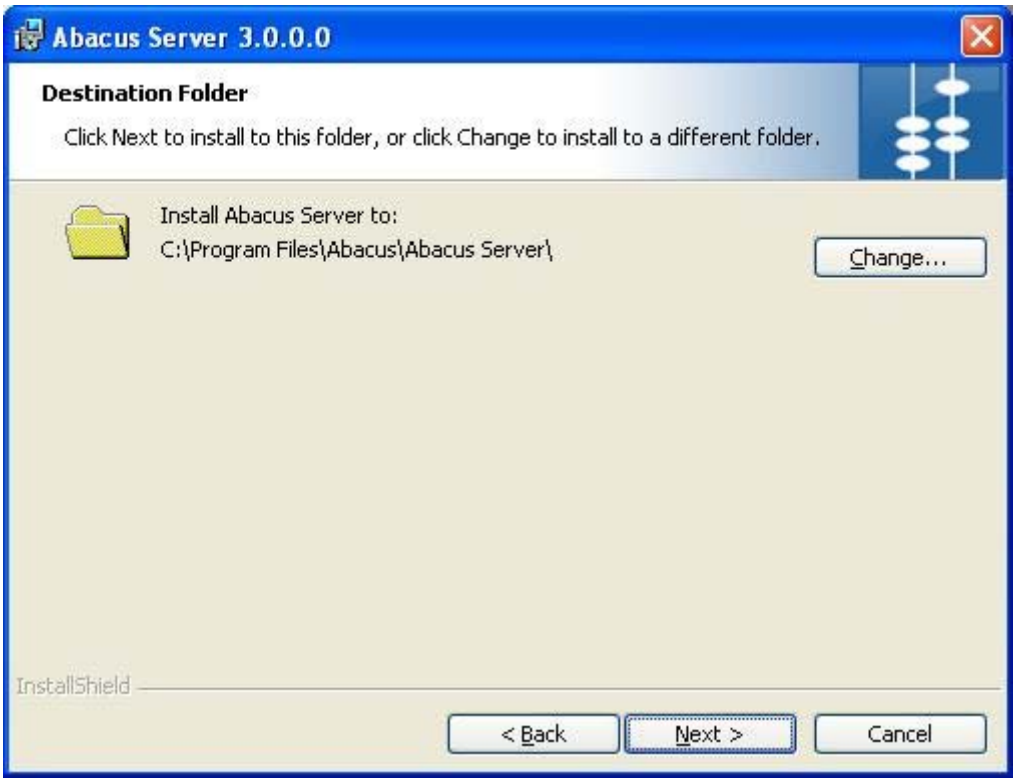

Figure 27: Destination Folder screen

5. The **Destination Folder** screen displays the path for the default folder where Abacus Server would be installed. If you want to save Abacus Sever in a different folder, click **Change** to select a folder.
6. Click **Next** to continue. The **Database Server** screen appears.

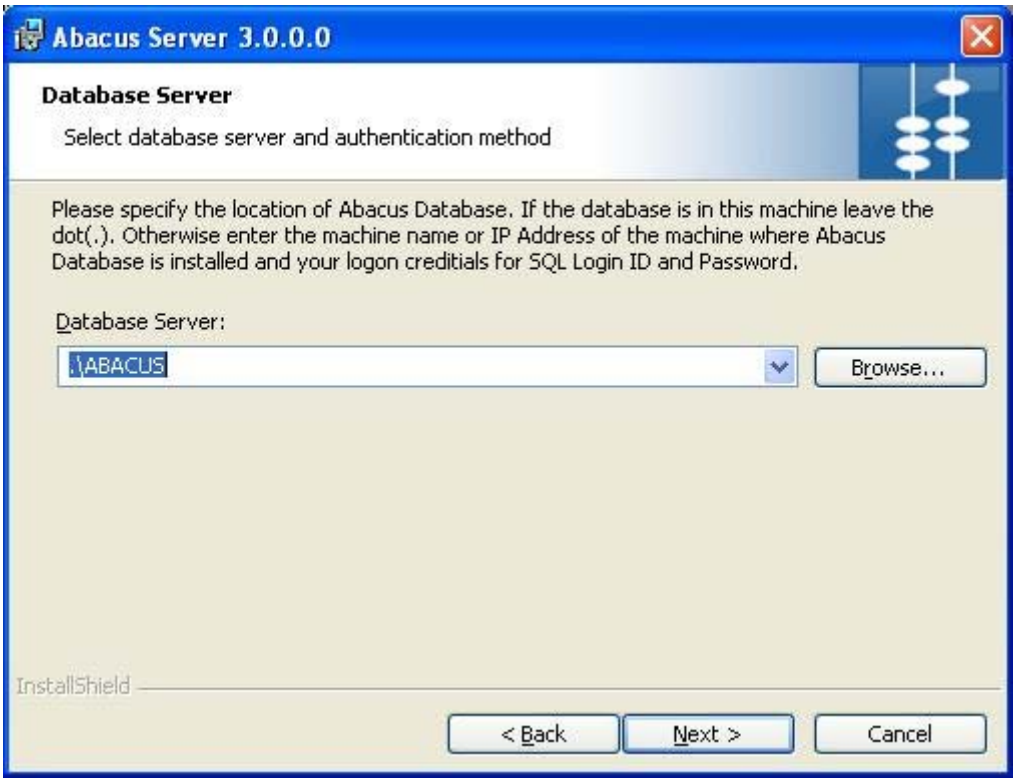

Figure 28: Database Server screen

7. Select the database server and authentication method.
    - Select the location of Abacus Database from the **Database Server** drop-down list.

    Or,

    - Click **Browse**. The list of servers is displayed. Select the server from the list and click **OK**. The database server automatically gets selected in the **Database Sever** field.
8. Click **Next** to continue. The **Setup Type** screen appears.

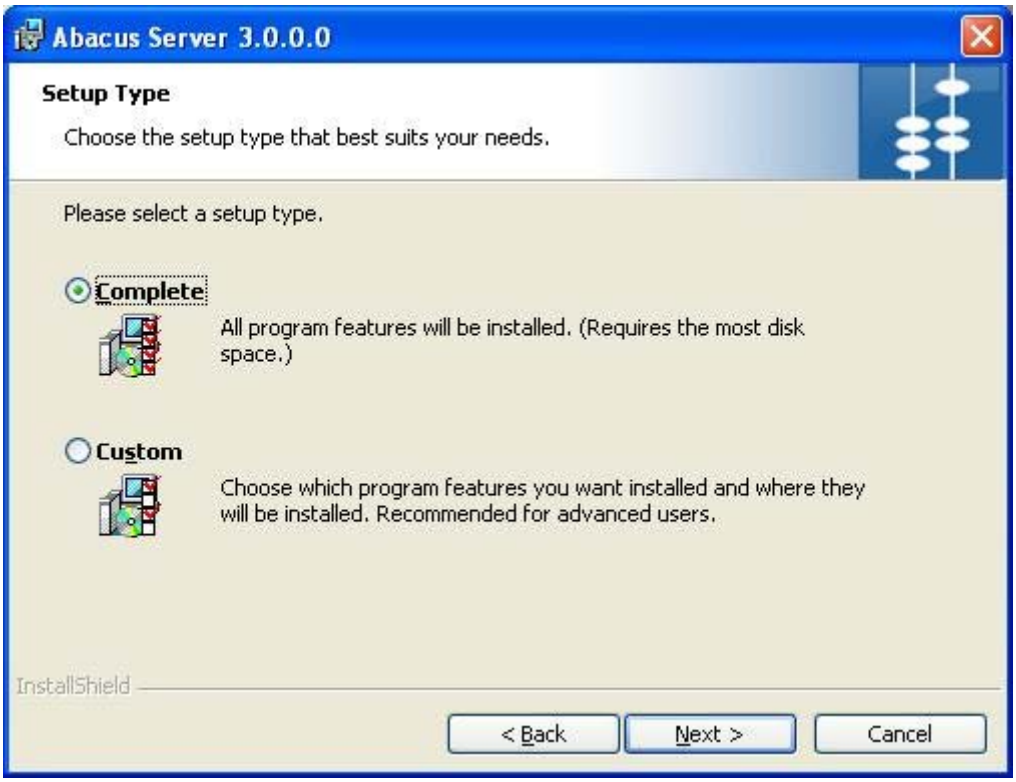

Figure 29: Setup Type screen

9. Select the **Setup Type** as per your requirement.
    - Click the **Complete** option to install all the features of the Abacus Server application.

    Or,

    - Click the **Custom** option to select the features and location where you want to install the Abacus Server.
10. Click **Next**.
    - If you have selected **Complete**, the **Ready to Install the Program** screen appears.

    Or,

    - If you have selected **Custom**, the **Custom Setup** screen appears.

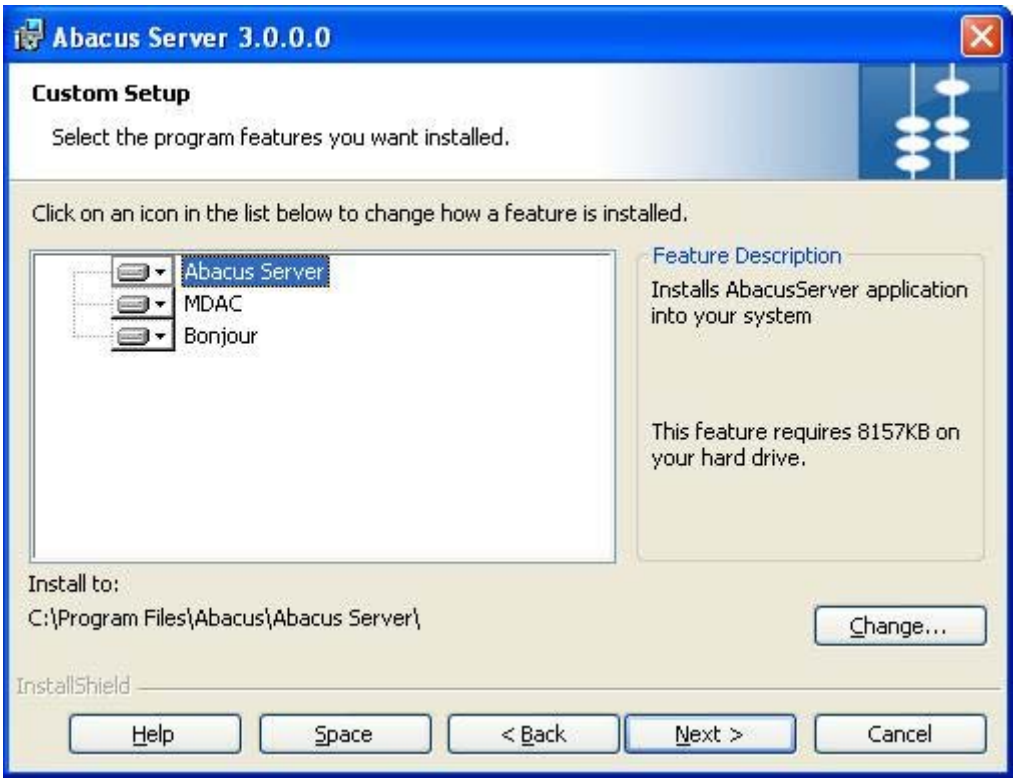

Figure 30: Custom Setup screen

11. Select the program features you want to install and click **Next**. The **Ready to Install the Program** screen appears.

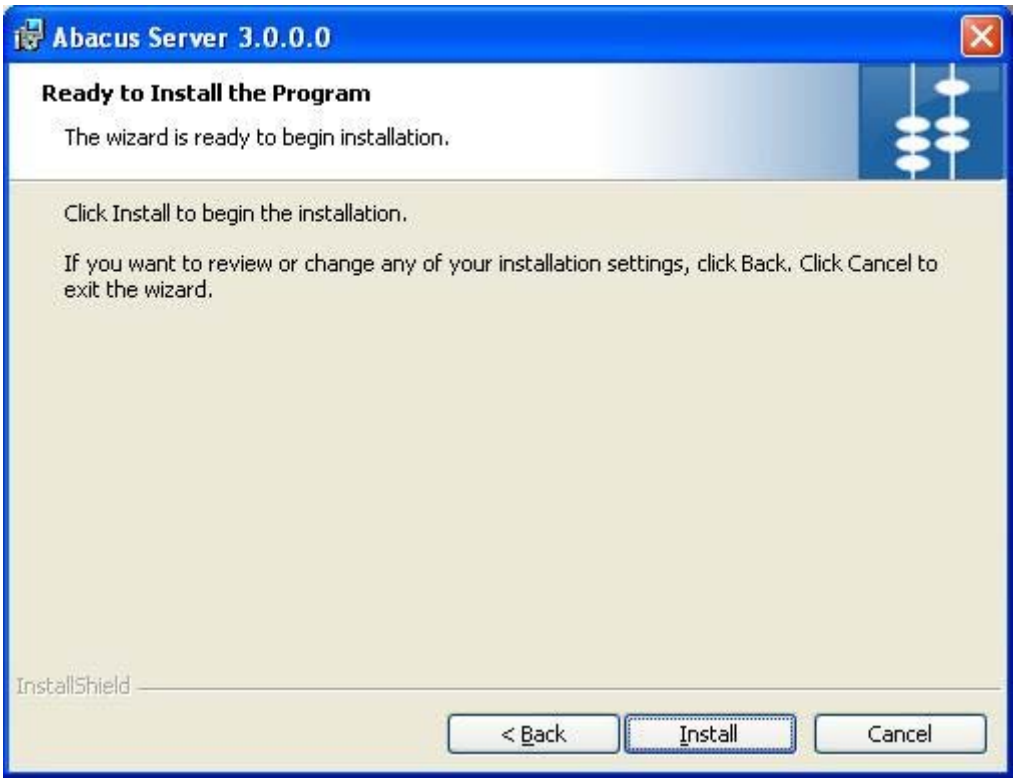

Figure 31: Ready to Install the Program screen

12. Click **Install** to begin the installation process. The **Installing Abacus Server** screen appears.

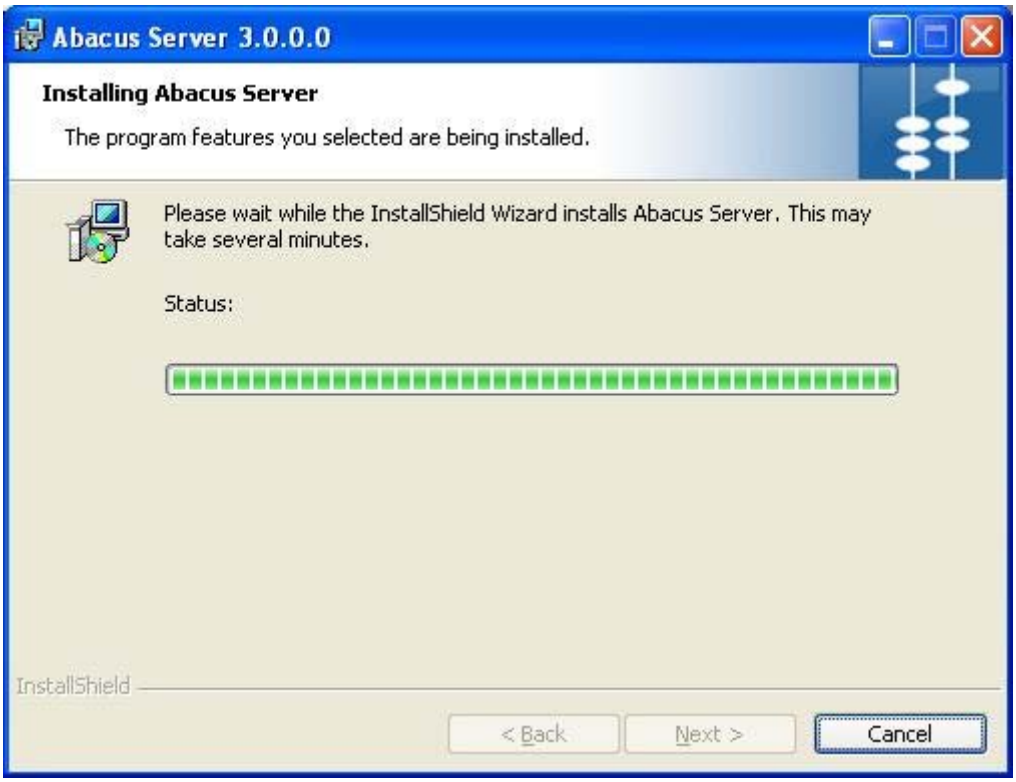

Figure 32: Installing Abacus Server screen

13. Wait till the Abacus Server is installed. The installation process may take some time. After successful completion of the process, the **InstallShield Wizard Completed** screen appears.

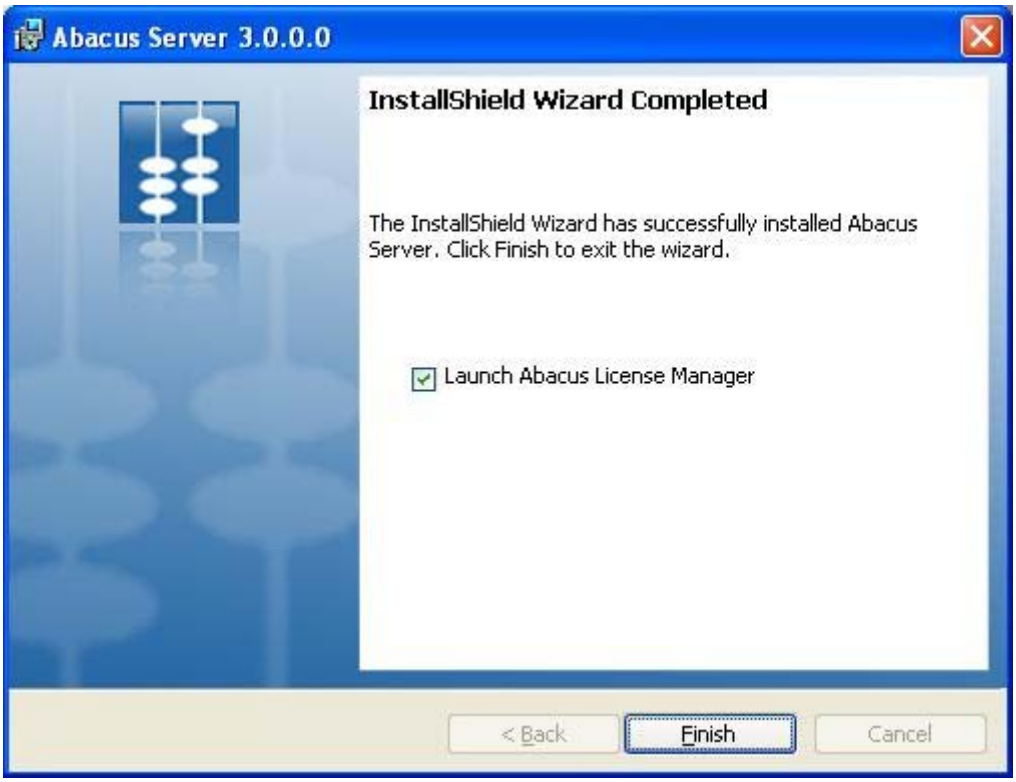

Figure 33: InstallShield Wizard Completed screen

14. Select **Launch Abacus License Manager** check box to launch Abacus License Manager and then click **Finish** to exit from the InstallShield Wizard screen.
    The **Abacus Registration Wizard** screen appears. The wizard will guide you step by step through Registration and Licensing process for Abacus.

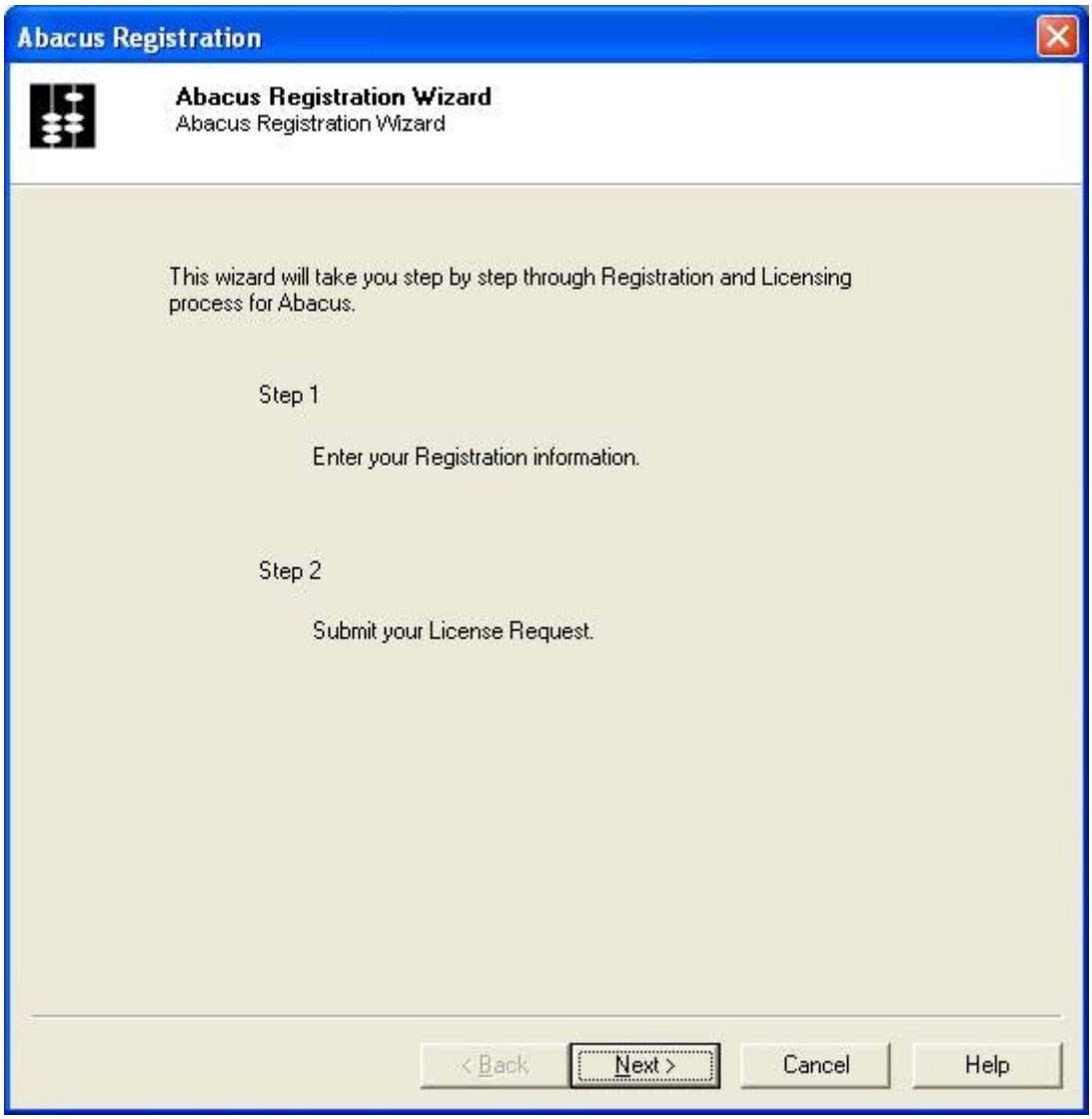

Figure 34: Abacus Registration Wizard screen

15. Click **Next**. The **Abacus Registration** screen for **Step 1** appears.

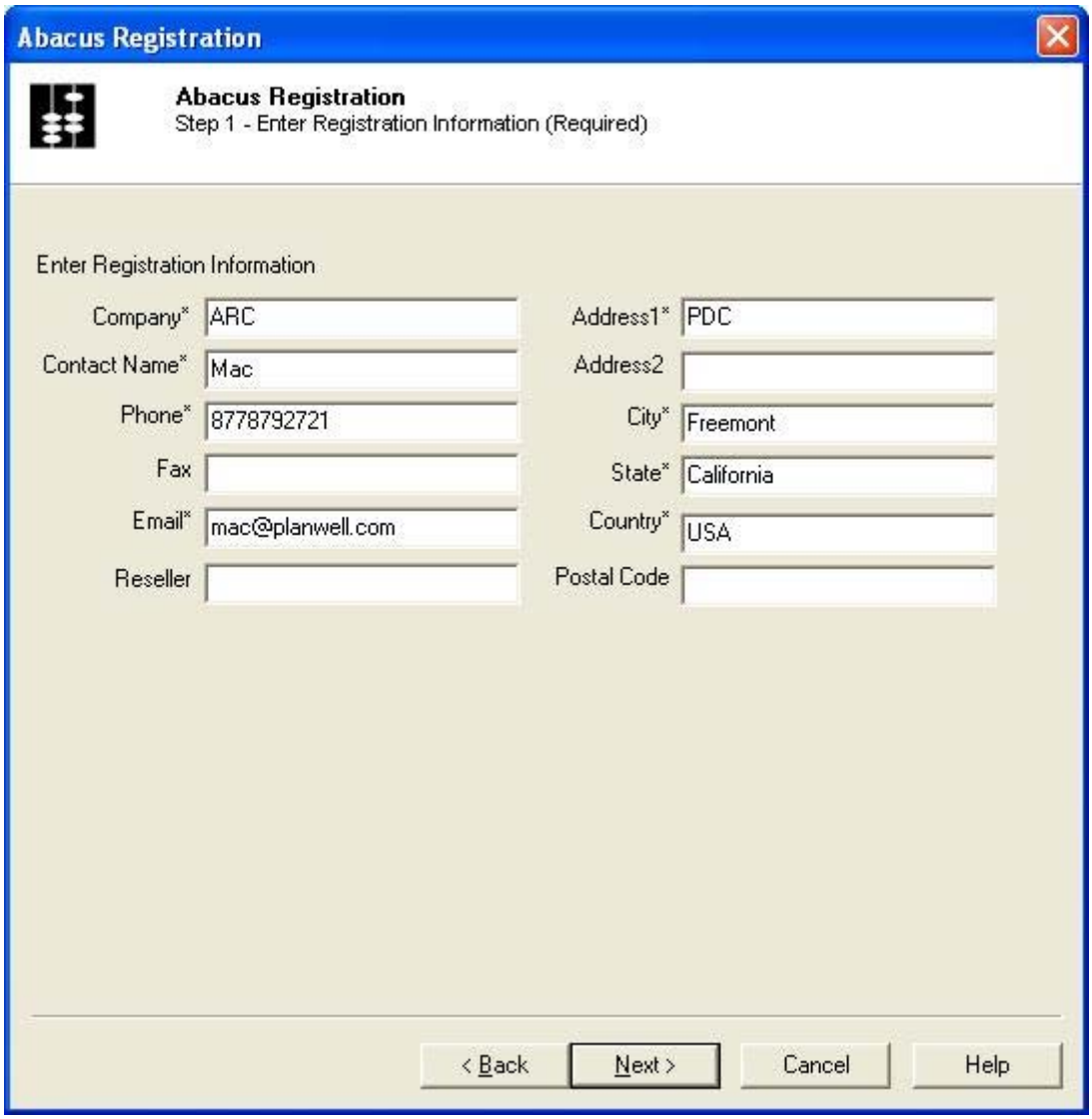

Figure 35: Abacus Registration screen (Step 1)

16. Enter the registration information in the given fields. The stars (*) adjacent to each fields are considered as mandatory fields.
17. Click **Next**. The **Abacus Registration** screen for **Step – 2** appears.

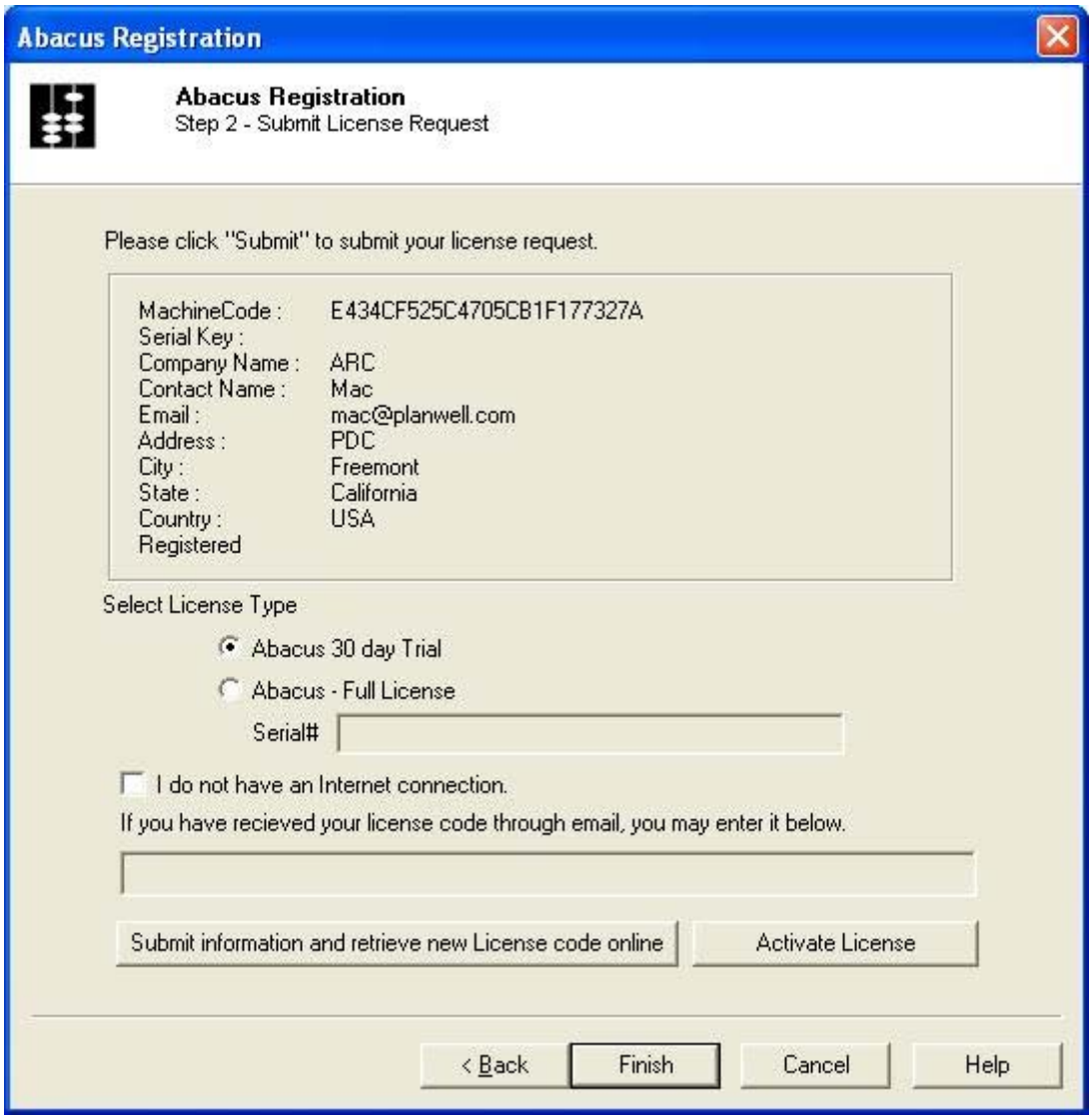

Figure 36: Abacus Registration screen (Step 2)

18. Select the **License Type**.
    - Click **Abacus 30 day Trial** option to get a trial version for 30 days.

      Or,
    - Click **Abacus – Full License** option to get a licensed product. Here, you need to enter the serial number in the **Serial#** text box provided by the company.
19. Click **Submit information and retrieve new License code online** first and then click **Activate License**. This will activate your license.

20. Click **Finish** to exit from the Abacus registration process.

Installing Abacus Data Scheduler

To install Abacus Data Scheduler:

1. Click **Install Abacus Data Scheduler** on the **Install Products** screen. The **Preparing to Install** screen appears.

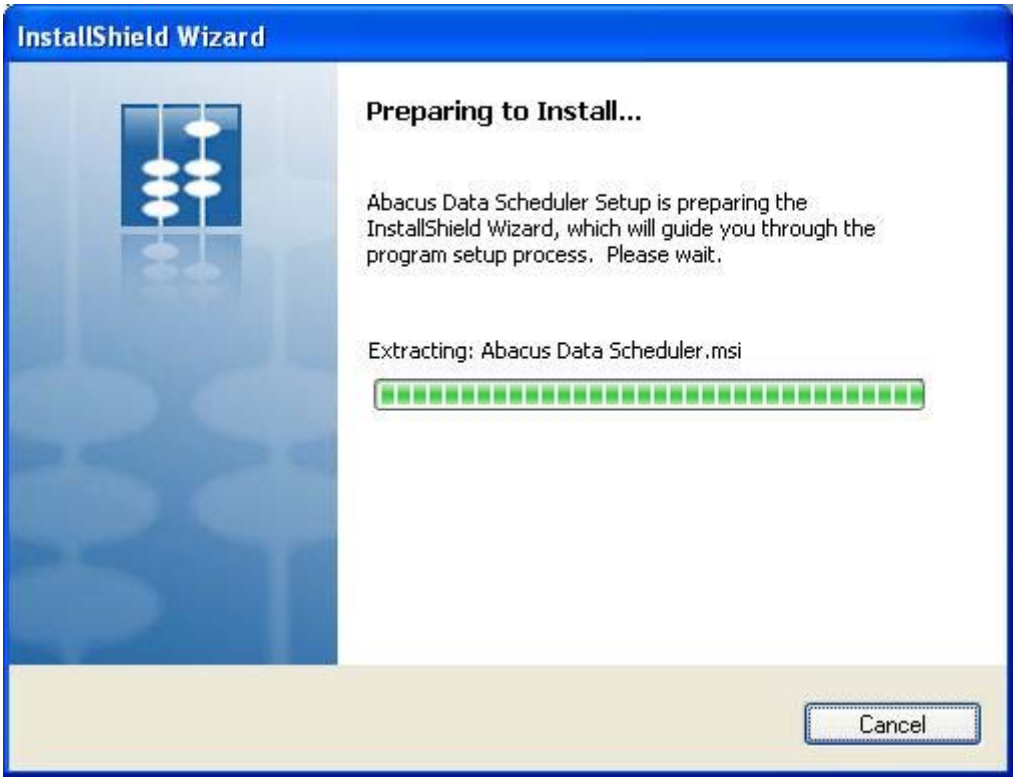

Figure 37: Preparing to Install screen

2. Wait till the setup prepares the InstallShield Wizard. It will guide you through the program setup process. After the process is completed, the **Welcome** screen appears.

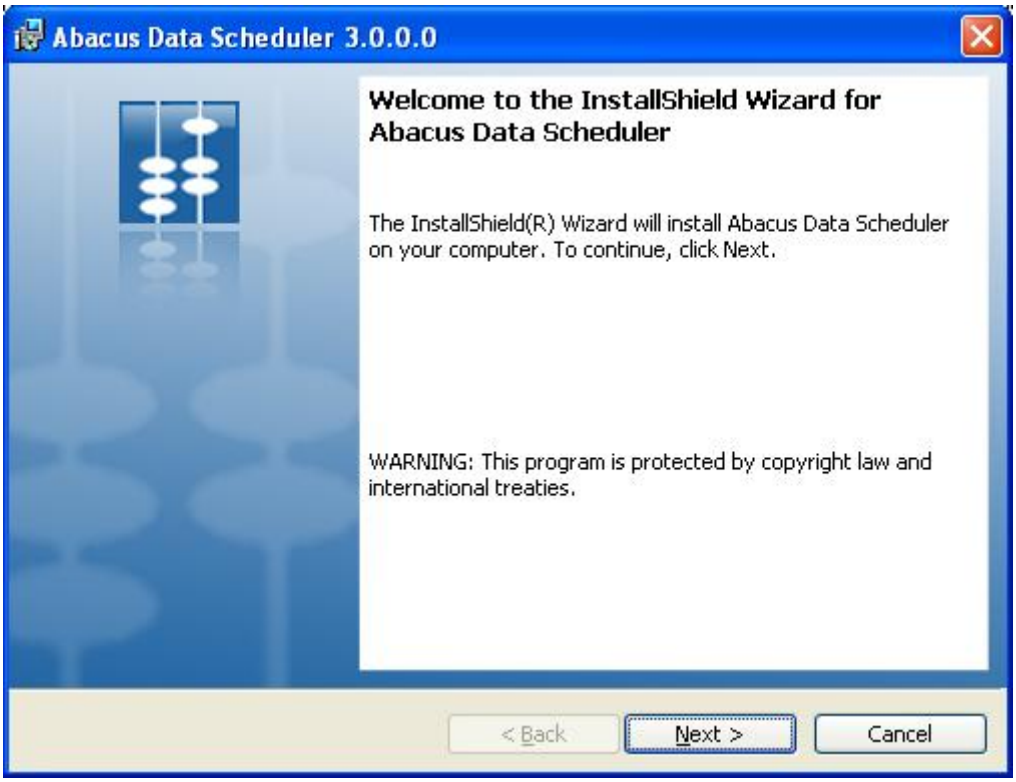

Figure 38: Welcome screen for Abacus Data Scheduler

3. Click **Next** to continue. The **License Agreement** screen appears.

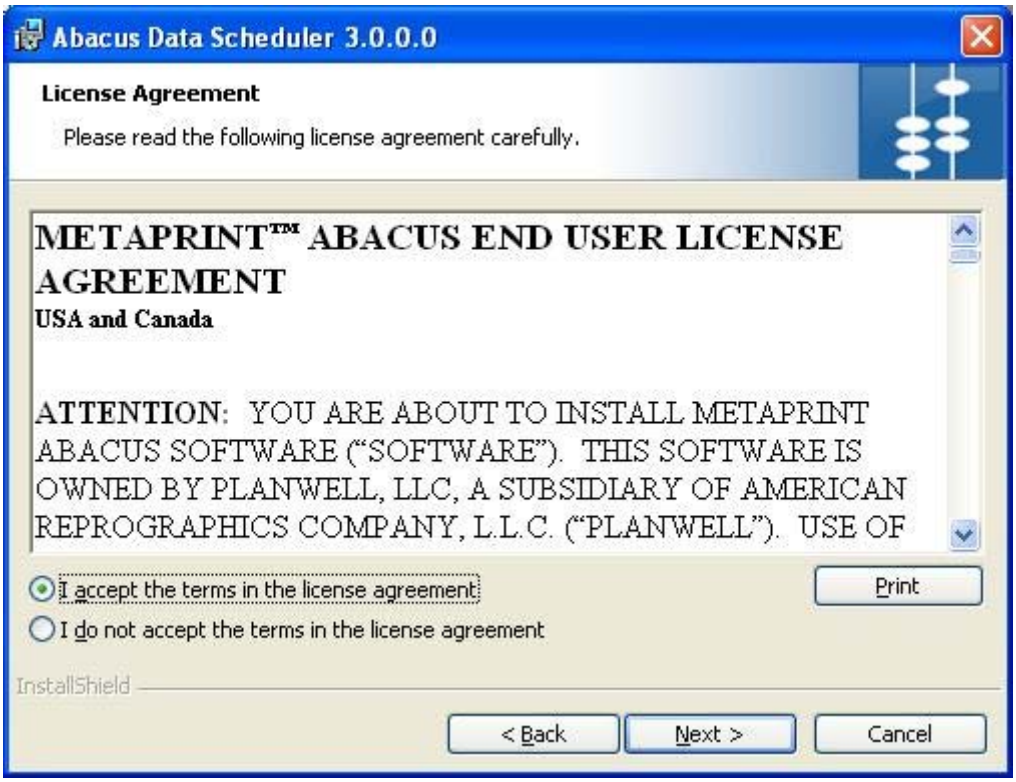

Figure 39: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Destination Folder** screen appears.

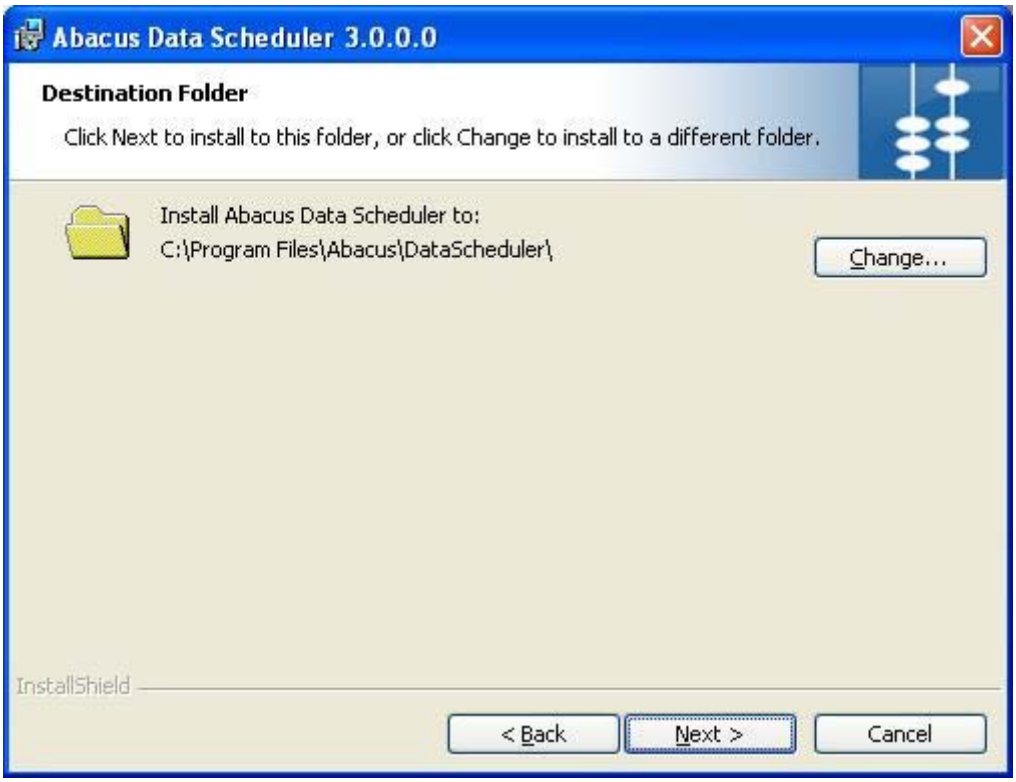

Figure 40: Destination Folder screen

5. The **Destination Folder** screen displays the path for the default folder where Abacus Data Scheduler would be installed. If you want to save Abacus Data Scheduler in a different folder, click **Change** to select a folder.
6. Click **Next** to continue. The **Database Server Address Information** screen appears.

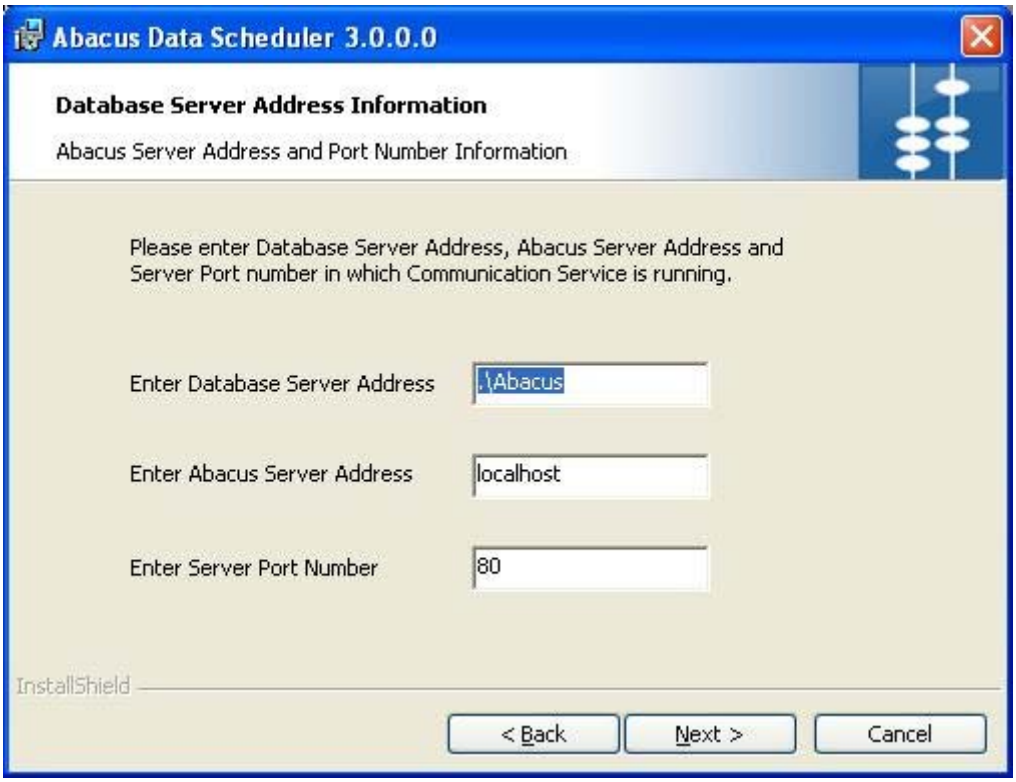

Figure 41: Database Server Address Information screen

7. Enter the **Abacus Database address**, **Abacus Server address**, and **Server Port number** on which communication service is running. Click **Next** to continue. The **Setup Type** screen appears.

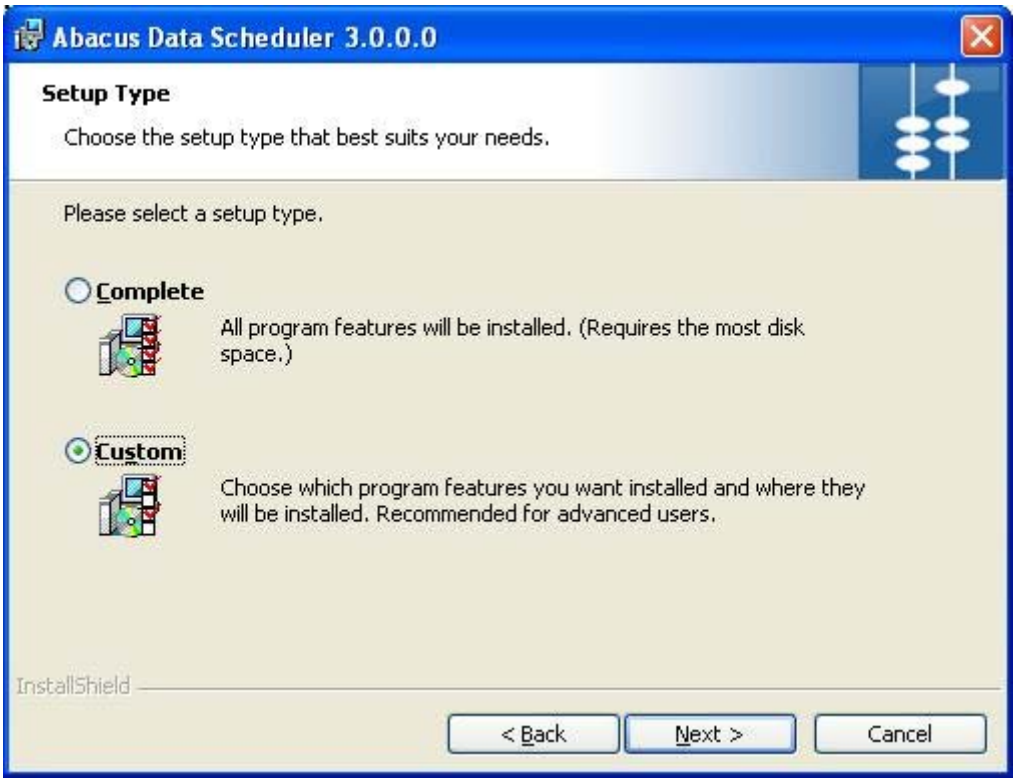

Figure 42: Setup Type screen

8. Select the **Setup Type** as per your requirement.
    - Click the **Complete** option to install all the features of the Abacus Data Scheduler application.

    Or,

    - Click the **Custom** option to select the features and location where you want to install the Abacus Data Scheduler.
9. Click **Next**.
    - If you have selected **Complete**, the **Ready to Install the Program** screen appears.

    Or,

    - If you have selected **Custom**, the **Custom Setup** screen appears.

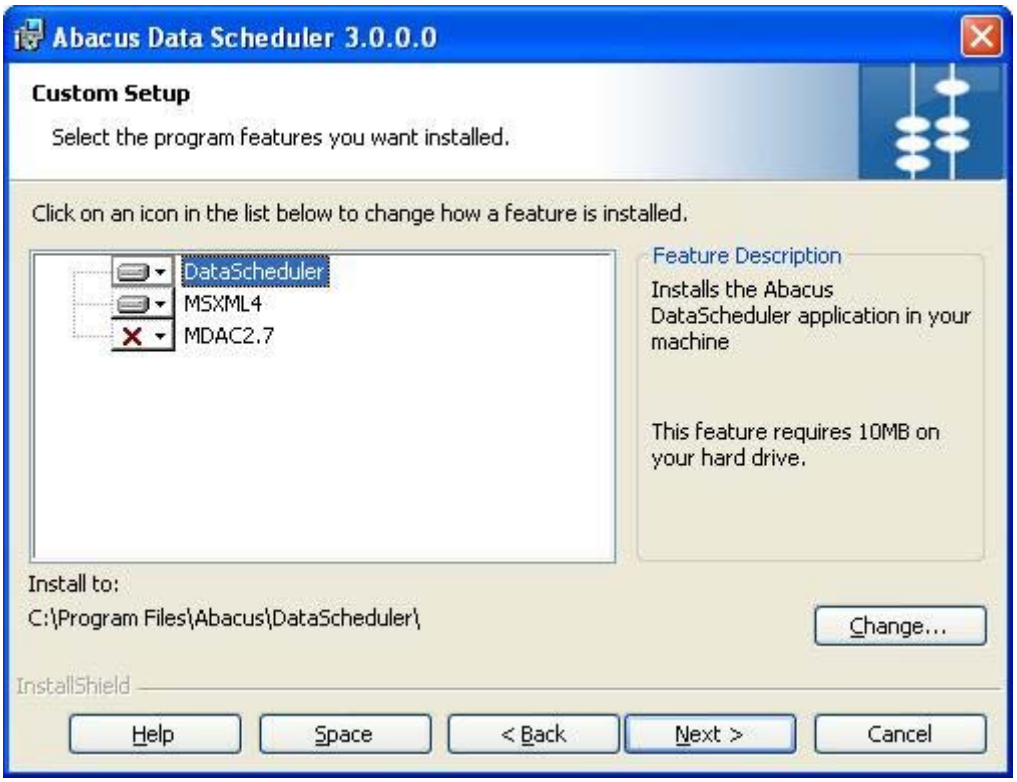

Figure 43: Custom Setup screen

10. Select the program features you want to install and click **Next**. The **Ready to Install the Program** screen appears.

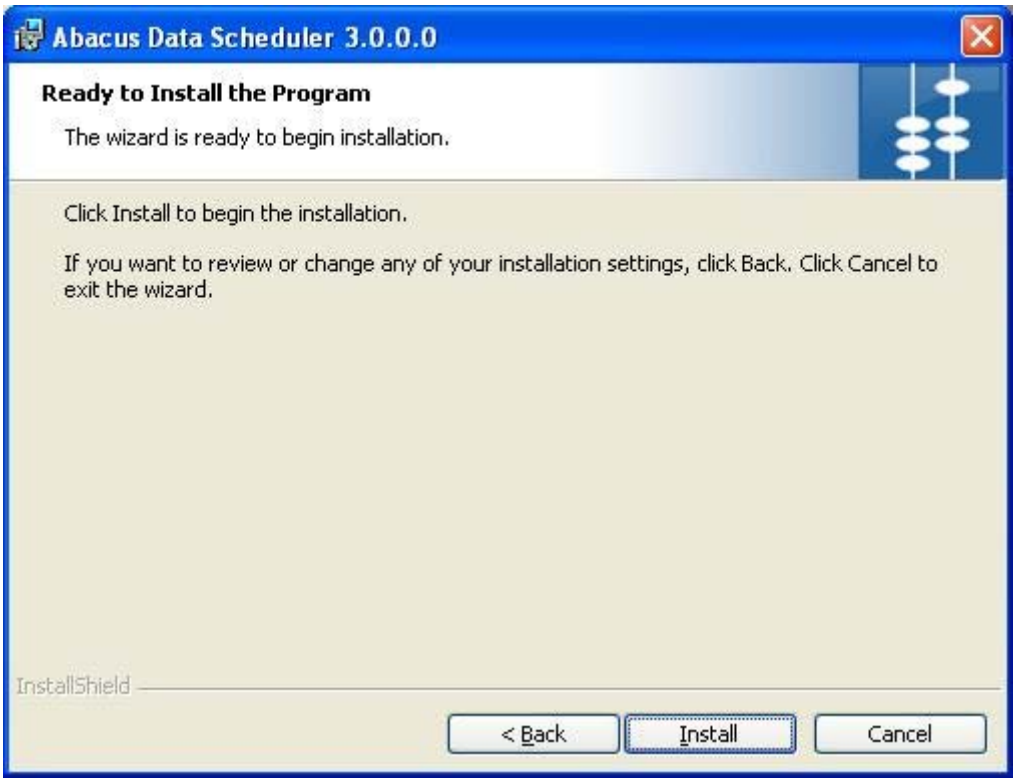

Figure 44: Ready to Install the Program screen

11. Click **Install**. The **Installing Abacus Data Scheduler** screen appears.

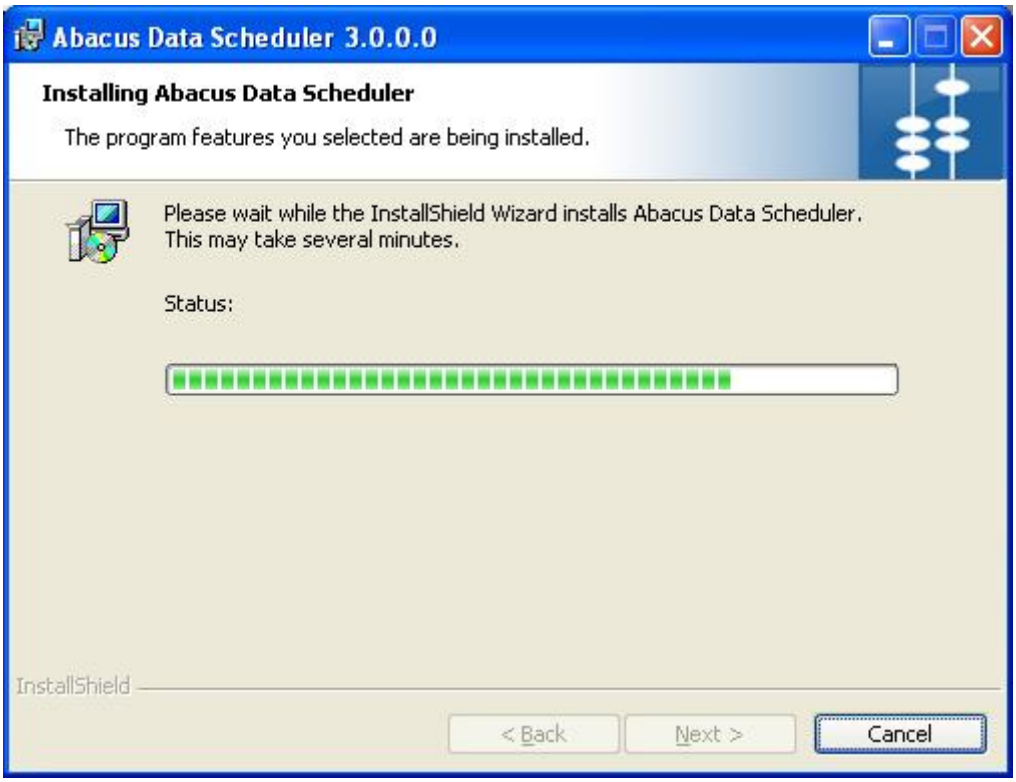

Figure 45: Installing Abacus Data Scheduler screen

12. Wait till the Abacus Data Scheduler is installed. The installation process may take some time. After the successful completion of the process, the **InstallShield Wizard Completed** screen appears.

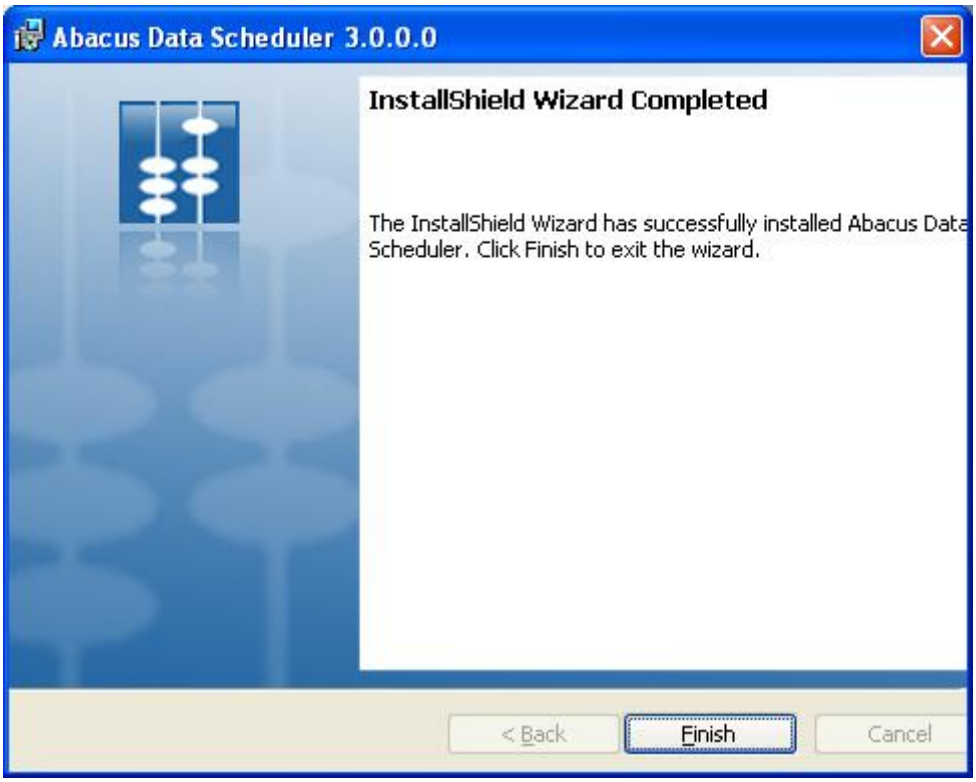

Figure 46: InstallShield Wizard Completed screen

13. Click **Finish** to exit from the InstallShield Wizard.

Installing Abacus Manager

The Abacus Manager installer installs the following components:

- Abacus Manager
- Abacus Configuration Manager

To install Abacus Manager:

1. Click **Install Abacus Manager** on the **Install Products** screen. The **Preparing to Install** screen appears.

Figure 47: Preparing to Install screen

2. Wait till the setup prepares the install shield wizard that will guide you through the program setup process. The **Welcome** screen appears.

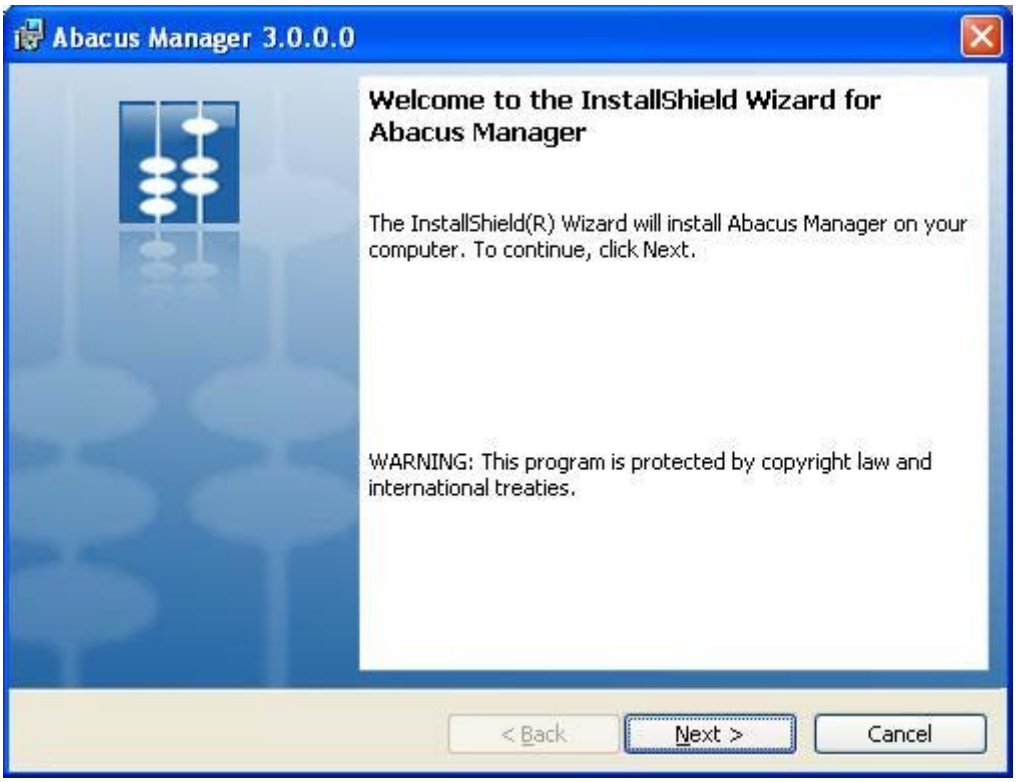

Figure 48: Welcome screen for Abacus Manager

3. Click **Next** to continue. The **License Agreement** screen appears.

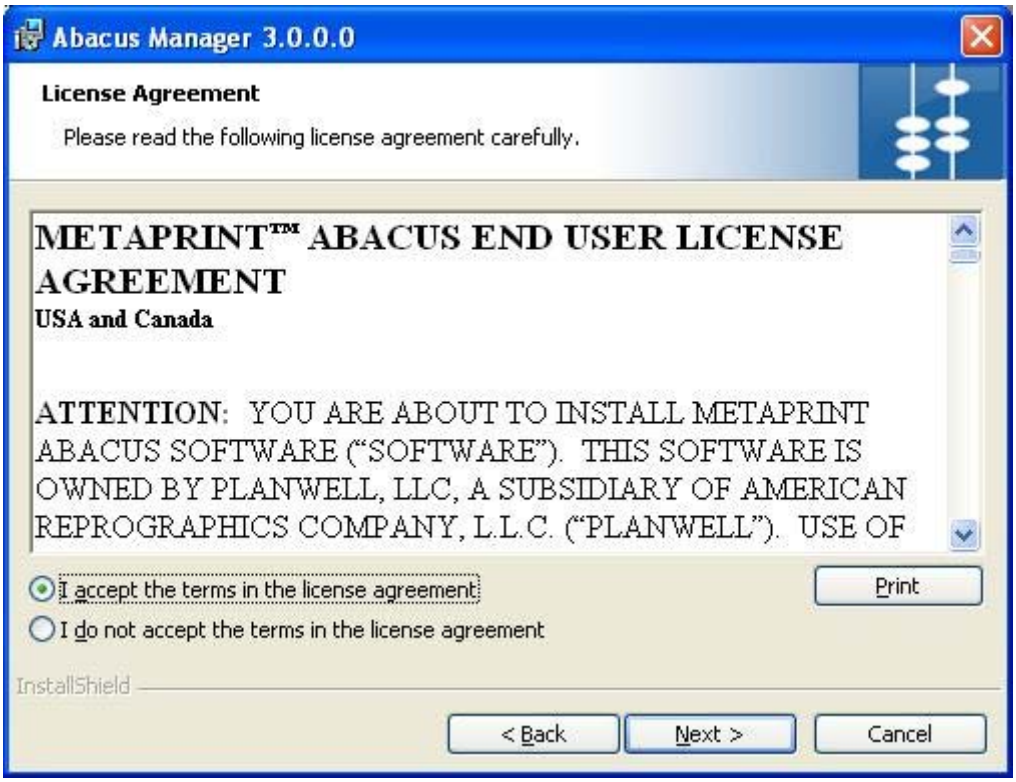

Figure 49: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Destination Folder** screen appears.

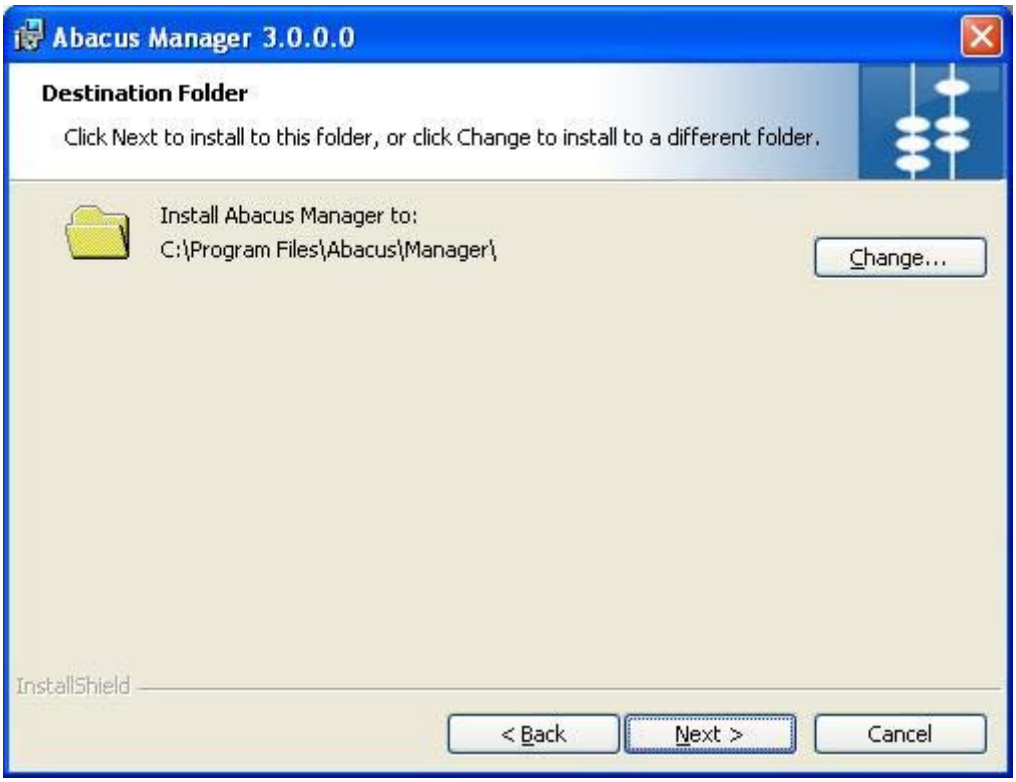

Figure 50: Destination Folder screen

5. The **Destination Folder** screen displays the path for the default folder where Abacus Manager would be installed. If you want to save Abacus Manager in a different folder, click **Change** to select a folder.
6. Click **Next** to continue. The **Database Server Address Information** screen appears.

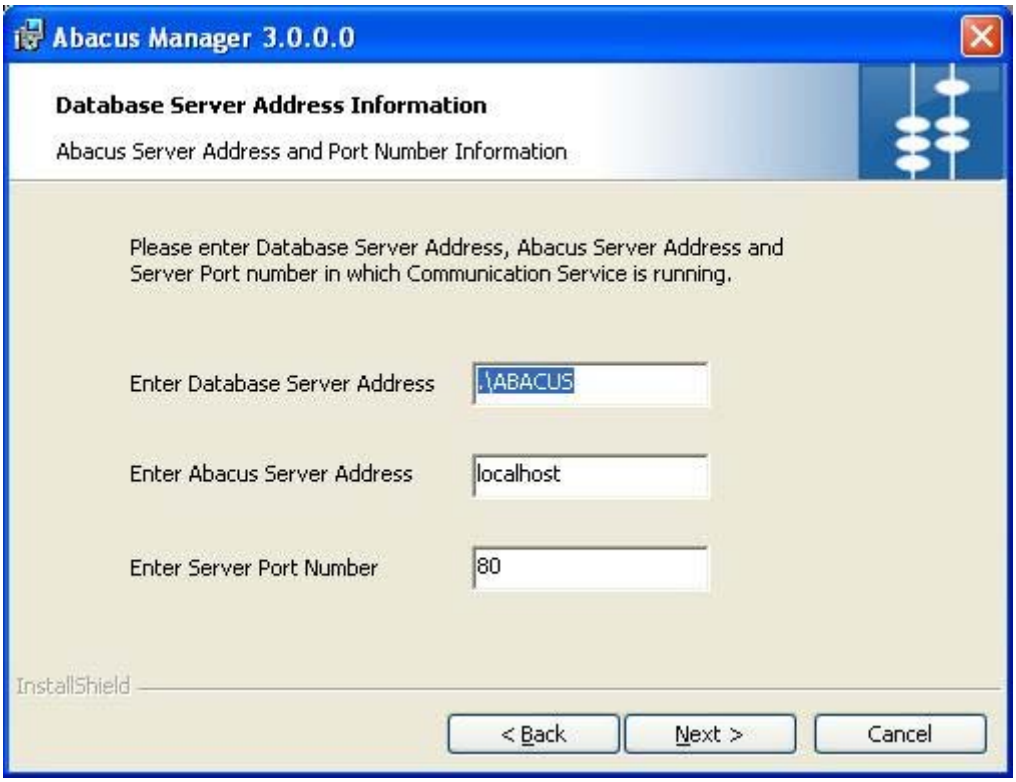

Figure 51: Database Server Address Information screen

7. Enter the **Database Server Address**, **Abacus Server address**, and the **Server Port number** in which the communication service is running. The default Server Port Number is 80.
8. Click **Next** to continue. The **Setup Type** screen appears.

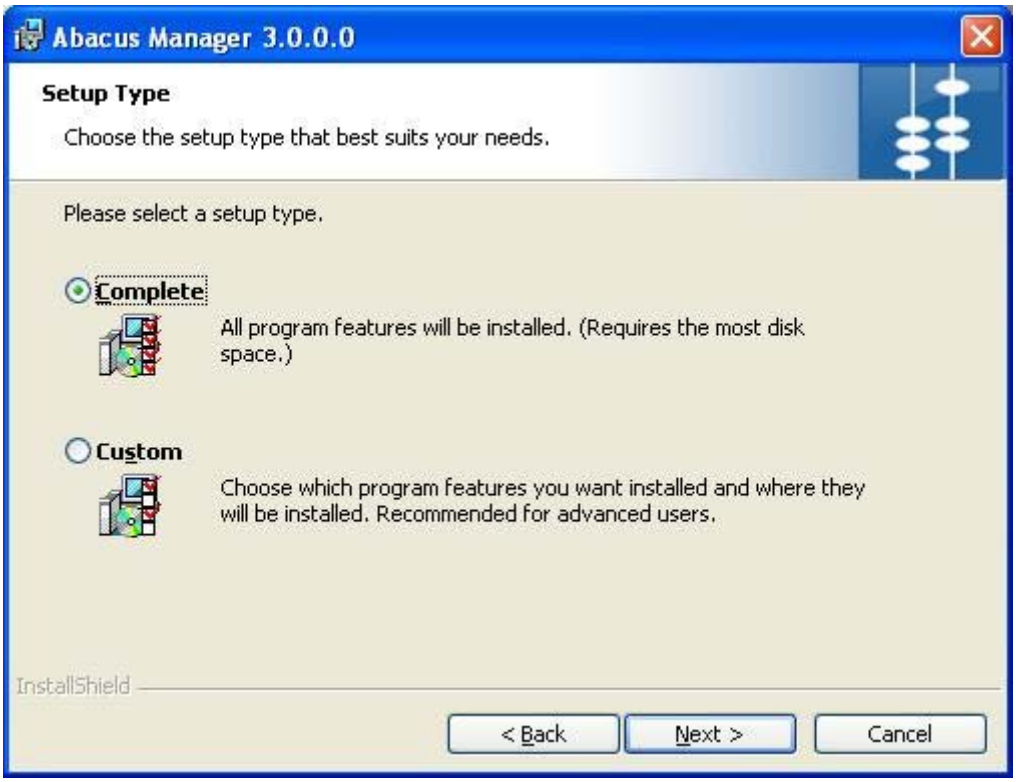

Figure 52: Setup Type screen

9. Select the **Setup Type** as per your requirement.
    - Click the **Complete** option to install all program features of the Abacus Manager application.

    Or,

    - Click the **Custom** option to select the features and location where you want to install the Abacus Manager.

10. Click **Next**.
    - If you have selected **Complete**, the **Ready to Install the Program** screen appears.

    Or,

    - If you have selected **Custom**, the **Custom Setup** screen appears.

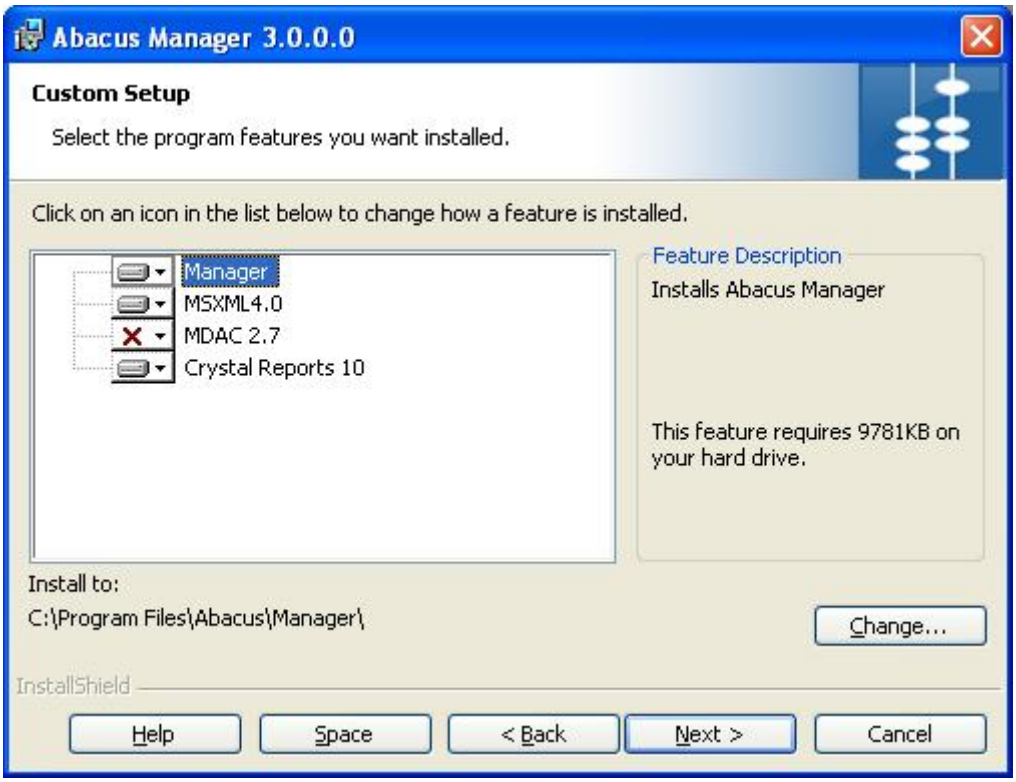

Figure 53: Custom Setup screen

11. Select the program features you want to install and click **Next**. The **Ready to Install the Program** screen appears.

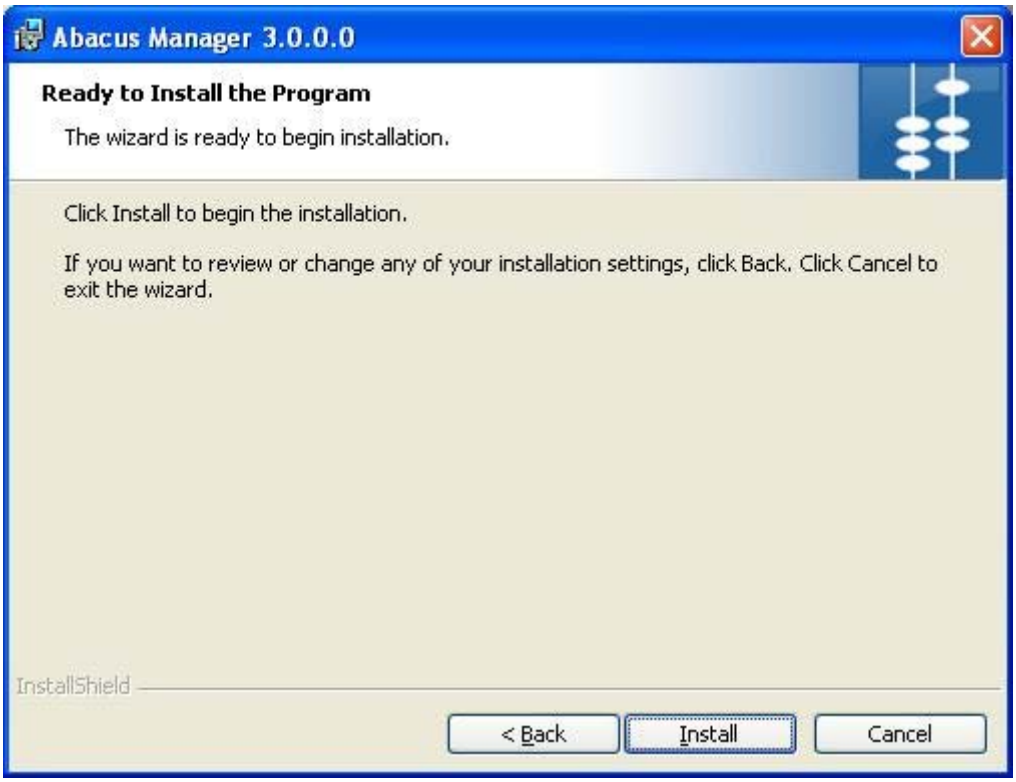

Figure 54: Ready to Install the Program screen

12. Click **Install**. The **Installing Abacus Manager** screen appears.

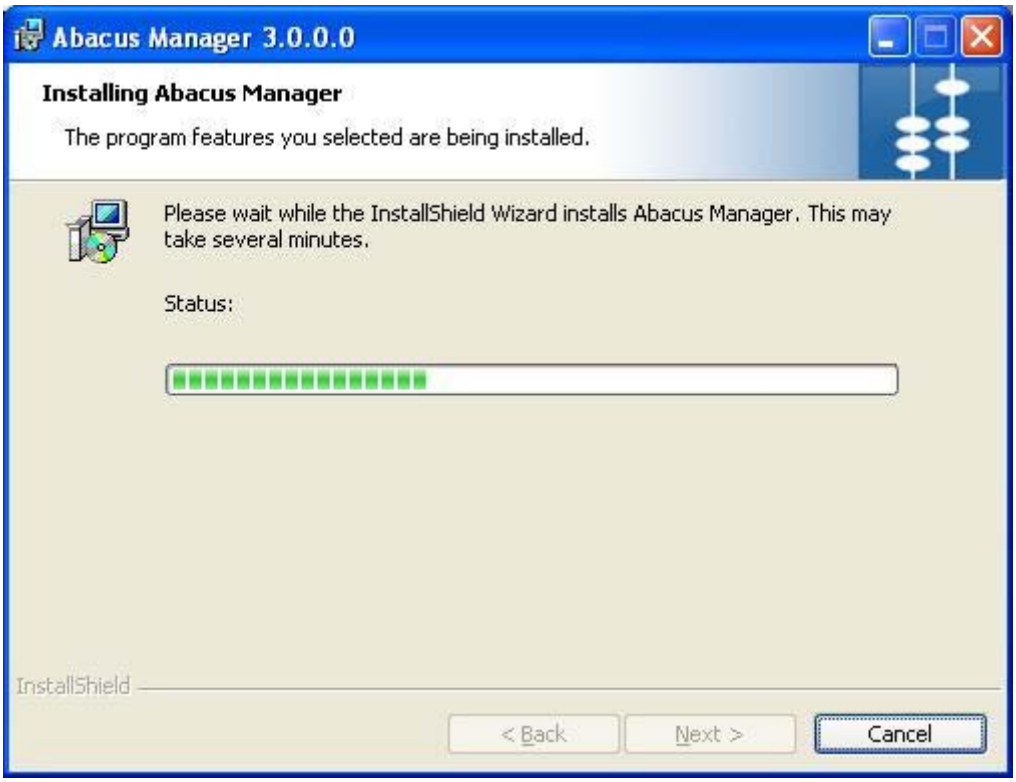

Figure 55: Installing Abacus Manager screen

13. Wait till the Abacus Manager is installed. The installation process may take some time. After successful installation, the **InstallShield Wizard Completed** screen appears.

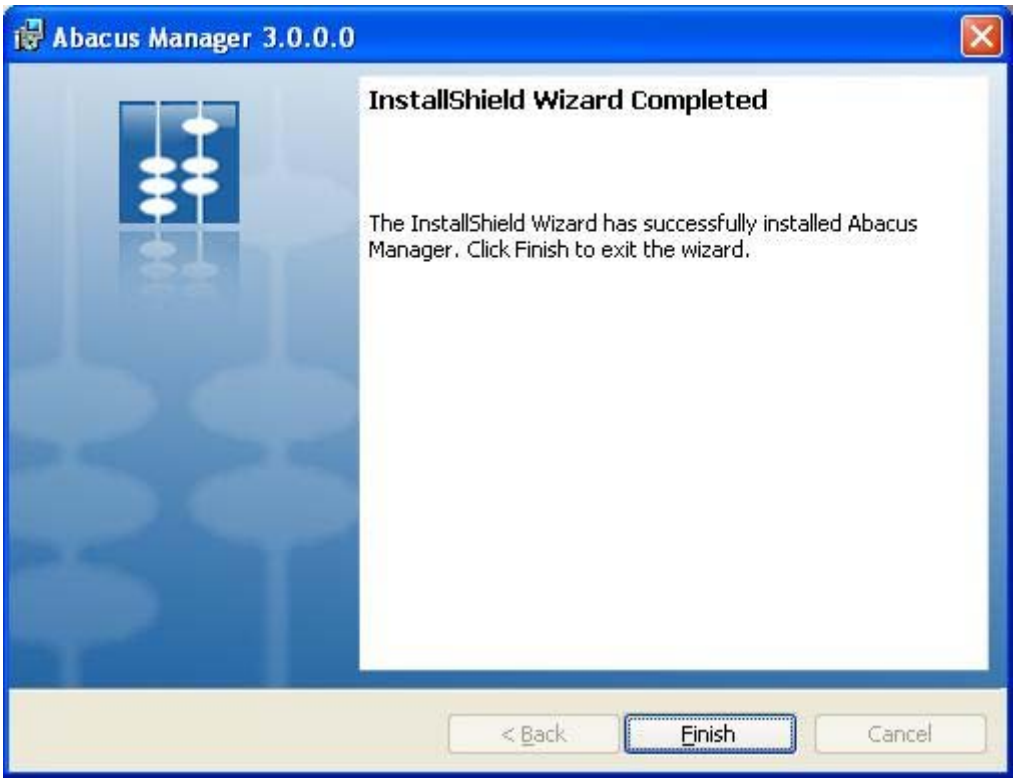

Figure 56: InstallShield Wizard Completed screen

14. Click **Finish** to exit from the InstallShield Wizard.

Installing Abacus Tracking

Abacus Tracking component is installed on the Print Server. Abacus Tracking installer installs the following components:

- Abacus Client Tracking Service: A Windows application that provides the status of the current client tracking and printer status.
- Abacus Print Processor: A Propriety Print Processor used by the Abacus server.

To install Abacus Tracking:

1. Click **Install Abacus Tracking** on the **Install Products** screen. The **Preparing to Install** screen appears.

Figure 57: Preparing to Install screen

2. Wait till the setup prepares the install shield wizard. The **Welcome** screen appears.

Figure 58: Welcome screen for Abacus Tracking

3. Click **Next** to continue. The **License Agreement** screen appears.

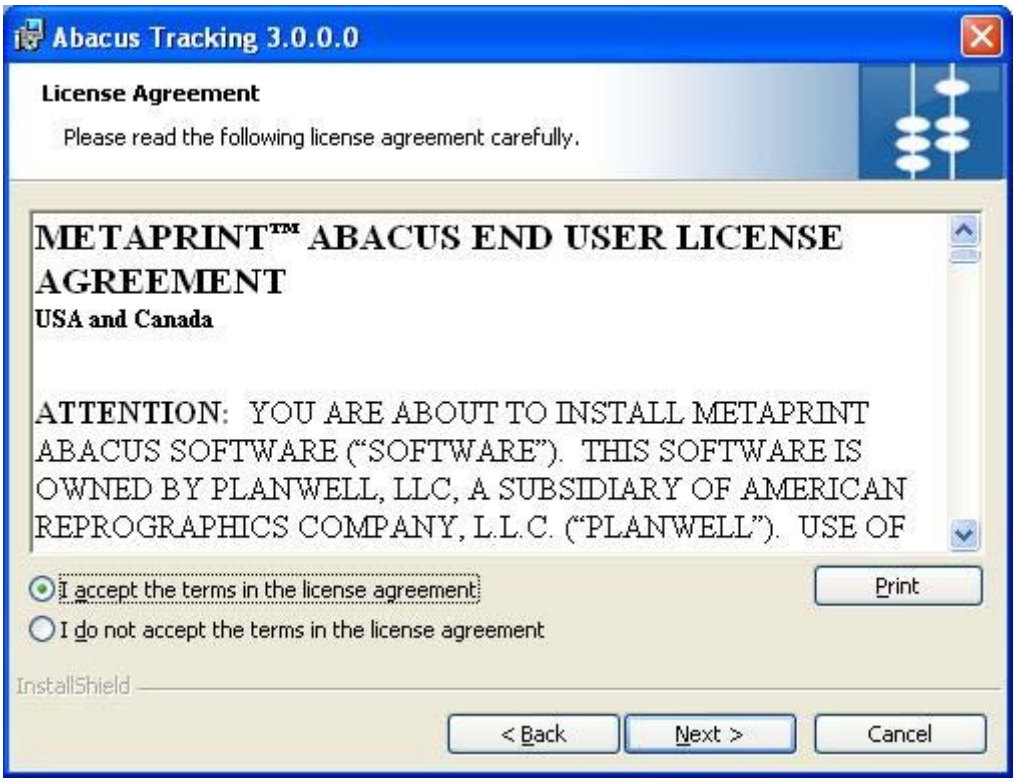

Figure 59: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Abacus Server Information** screen appears.

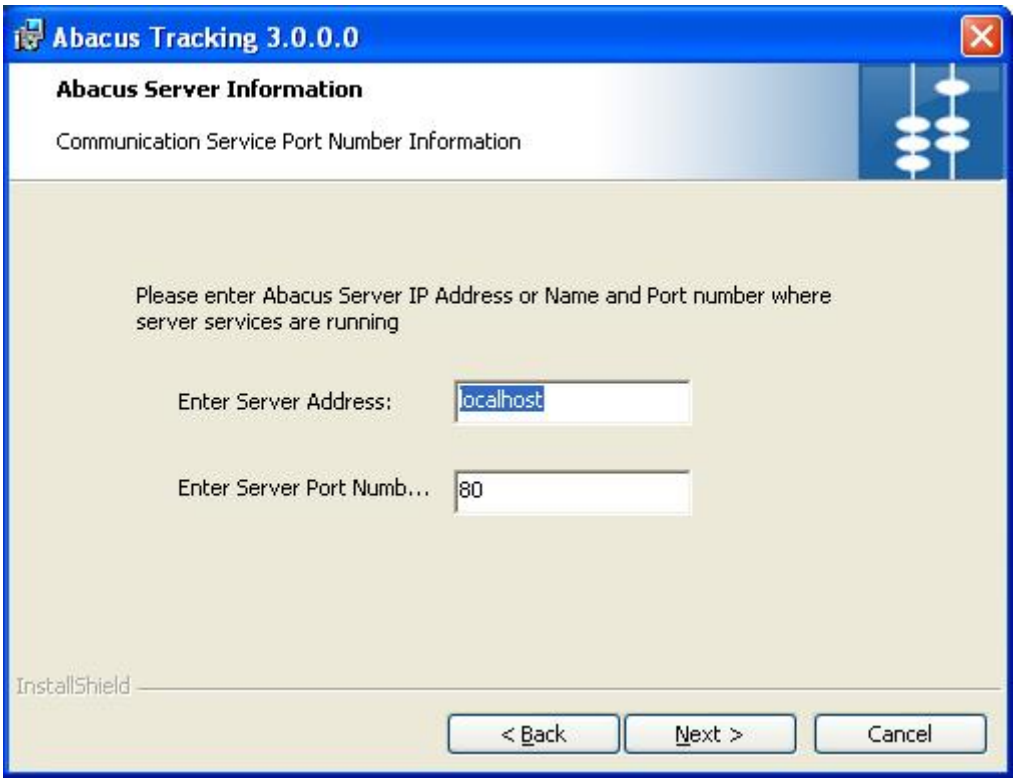

Figure 60: Abacus Server Information screen

5. Enter the **Abacus Server IP address** or **Name** and the **Server Port number** in which the server services are running. The default Server Port Number is 80.
6. Click **Next** to continue. The **Select Tracking Options** screen appears.

Figure 61: Select Tracking Options screen

7. Select the Tracking options as per your requirement.
    - Click **Server Mode Tracking** option to track all local and remote printers on the network. You can select this option while installing Abacus Tracking on print servers.
    - Click **Local Mode Tracking** option to track only the local printers. You can select this option while installing Abacus Tracking on a local workstation. By default, **Local Mode Tracking** is selected.
    - Select **Automatically add all printers to Abacus at startup** check box to automatically detect all printers located on network and connect to Abacus.
    - Select **Automatically start tracking new printers** check box to start tracking all the printers that are added in the network.
8. Click **Next**. The **Setup Type** screen appears.

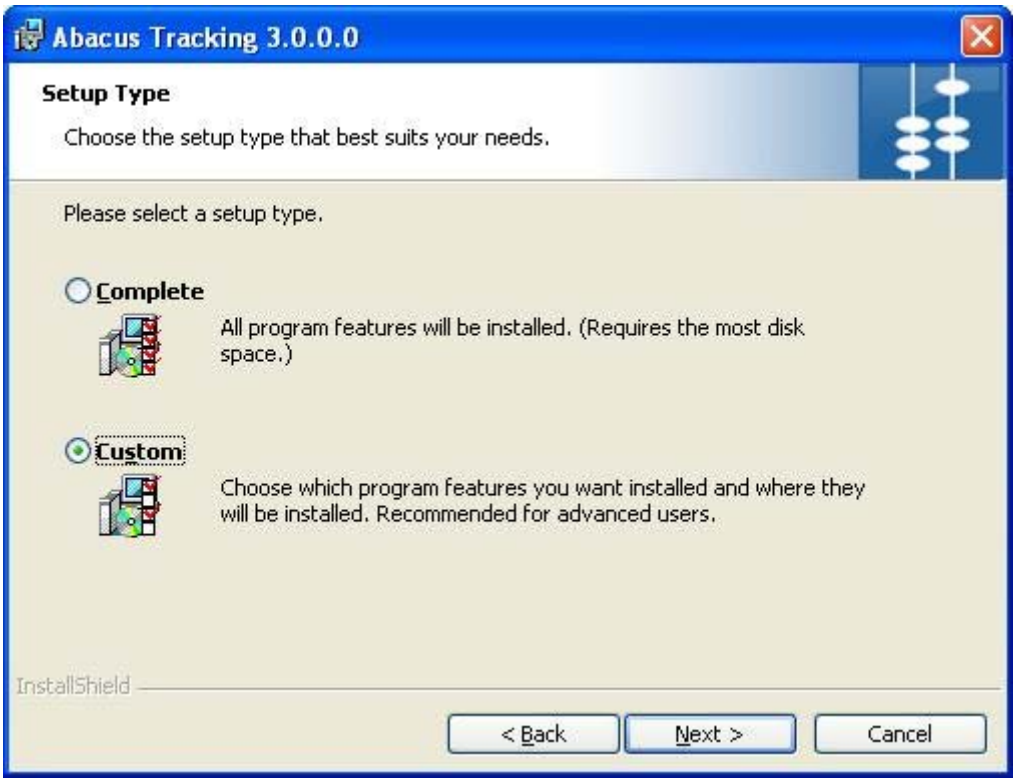

Figure 62: Setup Type screen

9. Select the **Setup Type** as per your requirement.
    - Click the **Complete** option to install all the program features of the Abacus Tracking application.

    Or,

    - Click the **Custom** option to select the features and location where you want to install the Abacus Tracking.
10. Click **Next**.
    - If you have selected **Complete**, the **Ready to Install the Program** screen appears.

    Or,

    - If you have selected **Custom**, the **Custom Setup** screen appears.

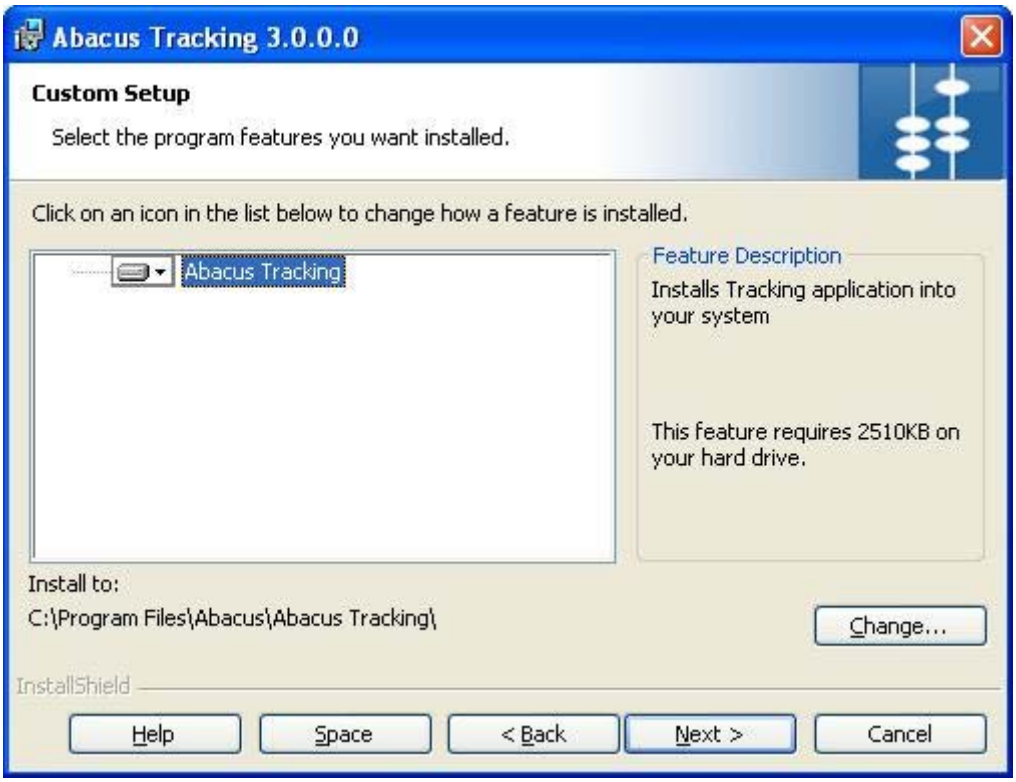

Figure 63: Custom Setup screen

11. Select the program features you want to install and click **Next**. The **Ready to Install the Program** screen appears.

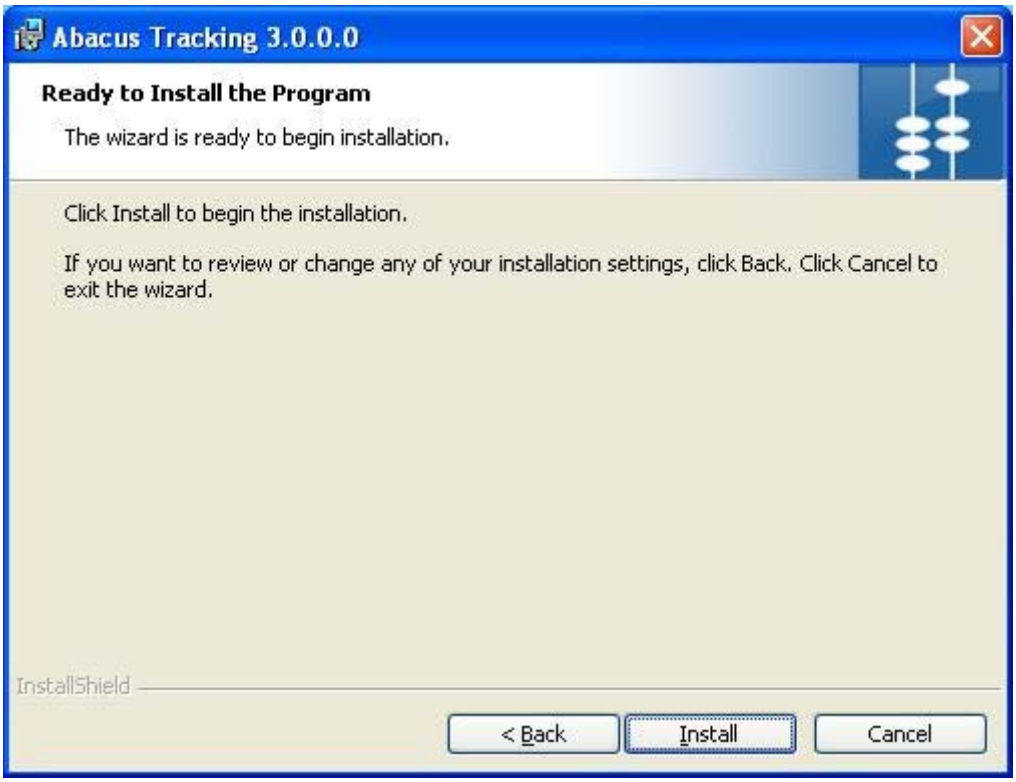

Figure 64: Ready to Install the Program screen

12. Click **Install** to begin installation. The **Installing Abacus Tracking** screen appears.

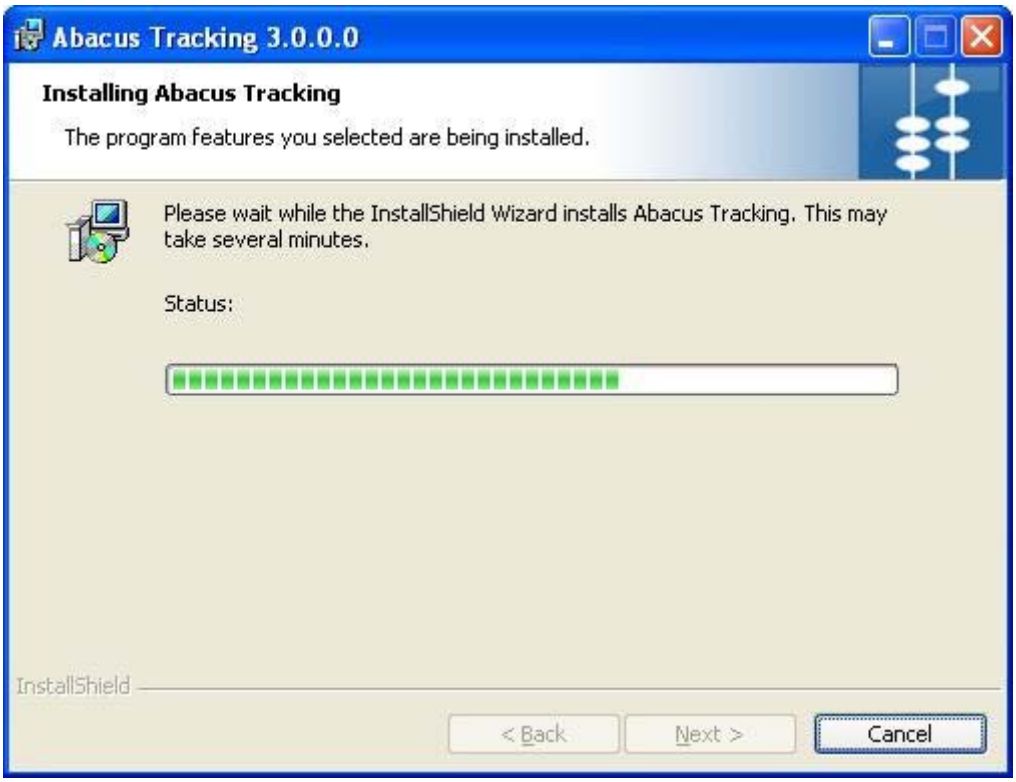

Figure 65: Installing Abacus Tracking screen

13. Wait till the Abacus Tracking is installed. The installation process may take some time. After successful installation, the **InstallShield Wizard Completed** screen appears.

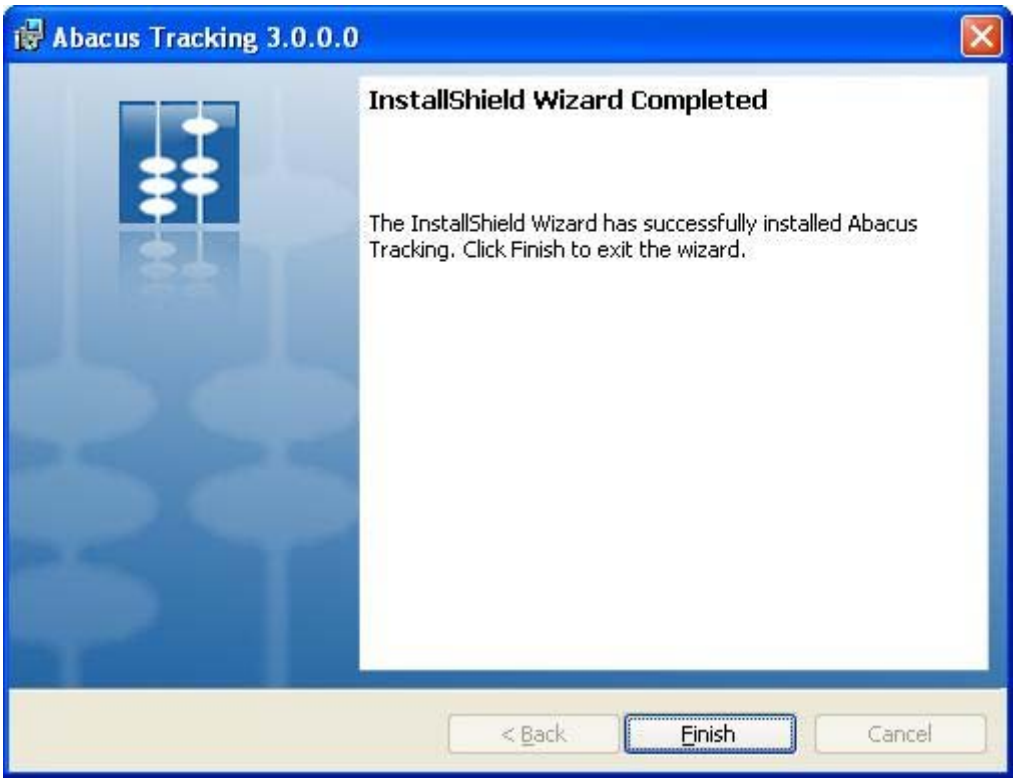

Figure 66: InstallShield Wizard Completed screen

14. Click **Finish** to exit from the InstallShield Wizard.

Installing Billing Popup

Abacus Billing Popup installer installs the following components:

- Abacus Billing Popup: A Windows NT Server runs under the local system account.
- Abacus Billing Popup Settings: A system tray application that allows you to change the billing popup settings.

To install Billing Popup:

1. Click **Install Billing Popup** on the **Install Products** screen. The **Preparing to Install** screen appears.

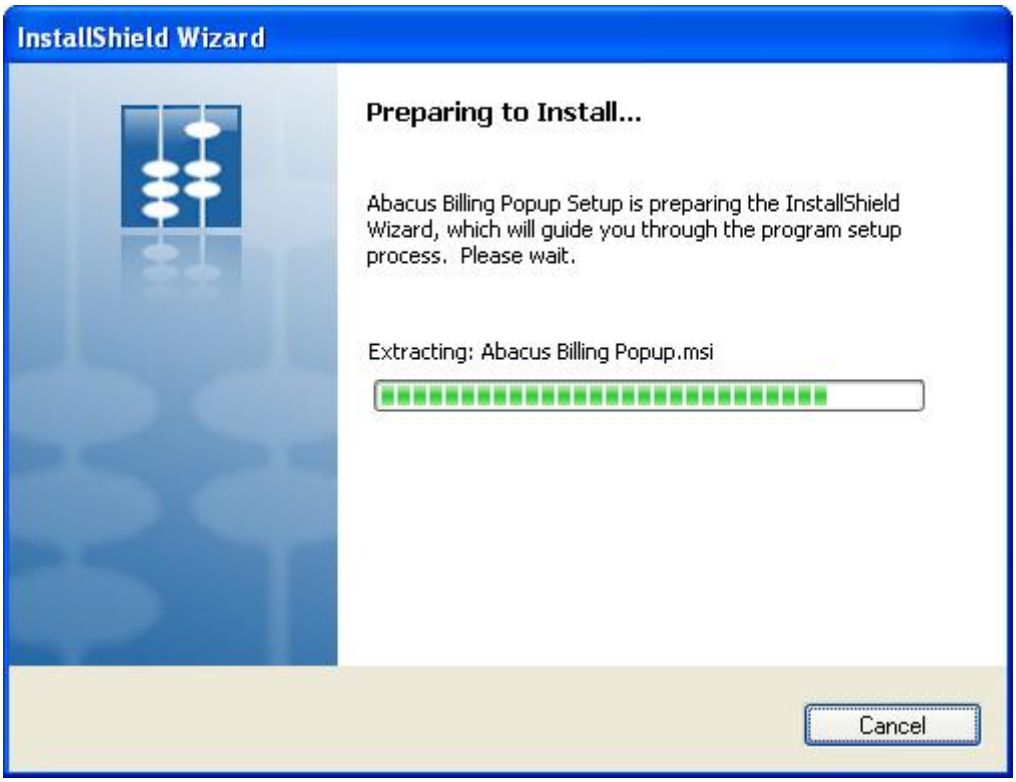

Figure 67: Preparing to Install screen

2. Wait till the setup prepares the install shield wizard. The **Welcome** screen appears.

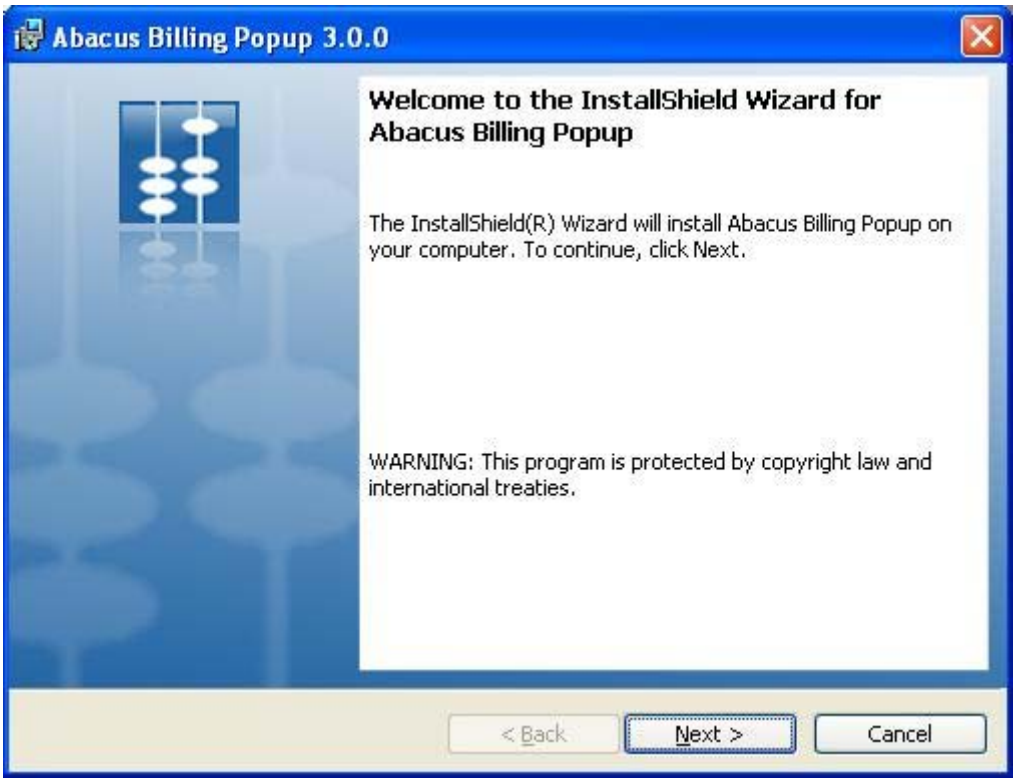

Figure 68: Welcome screen for Abacus Billing Popup

3. Click **Next** to continue. The **License Agreement** screen appears.

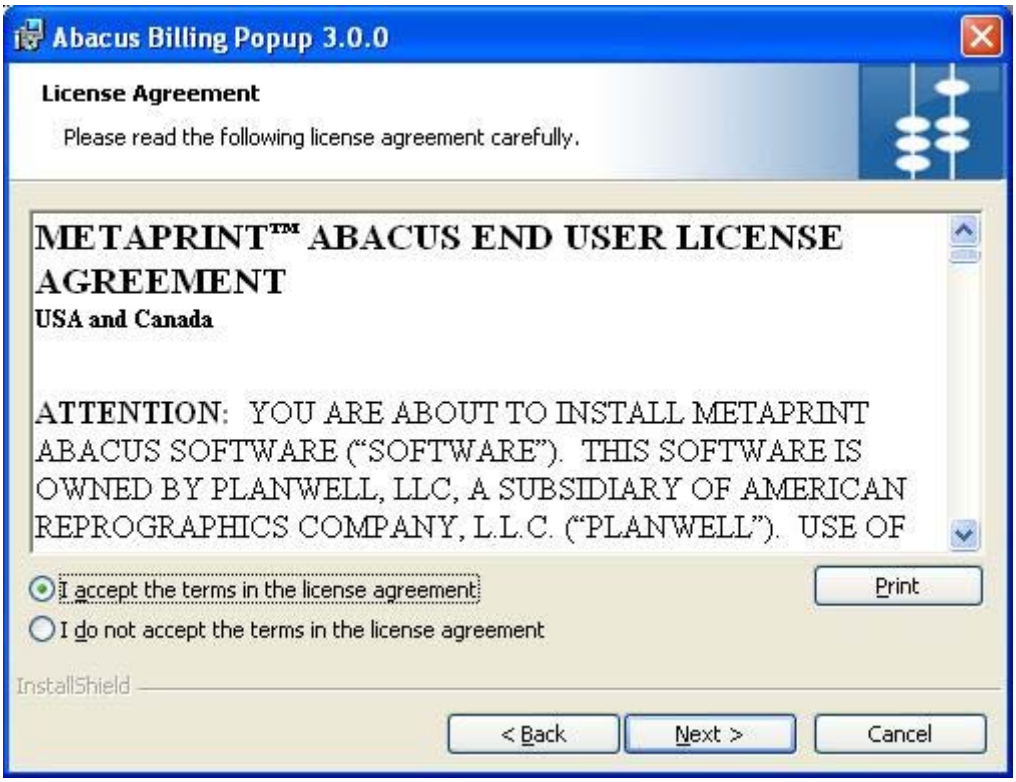

Figure 69: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and then click **Next** to continue. The **Destination Folder** screen appears.

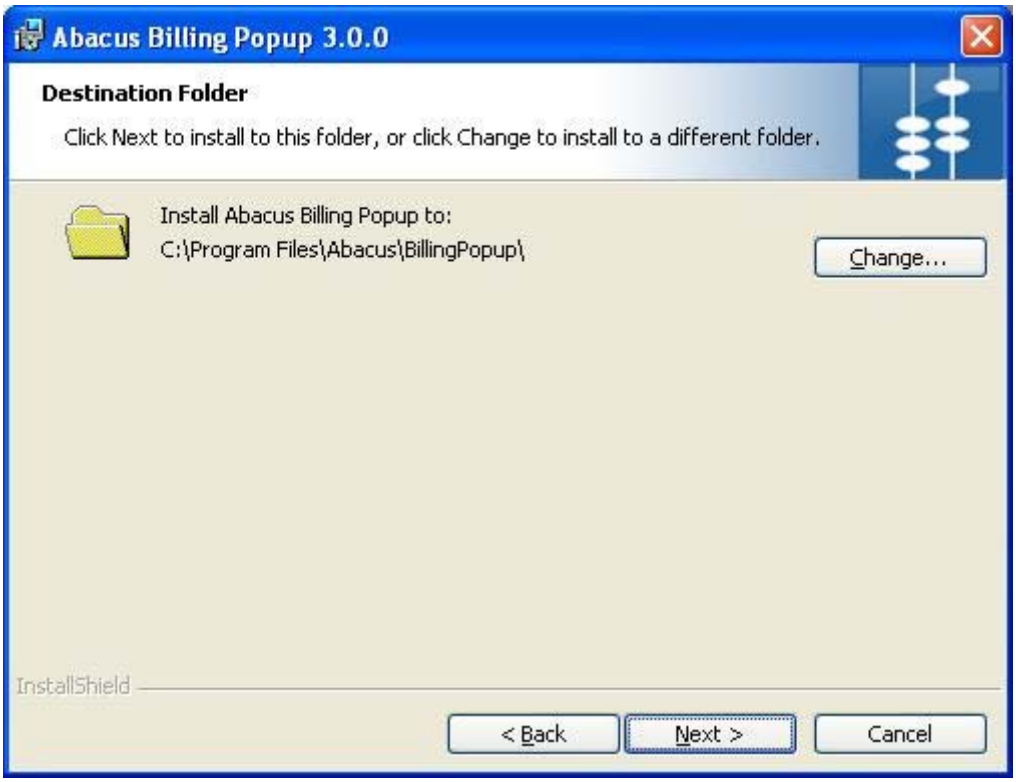

Figure 70: Destination Folder screen

5. The **Destination Folder** screen displays the path for the default folder where Billing Poup would be installed. If you want to save Abacus Billing Popup in a different folder, click **Change** to select a folder.
6. Click **Next** to continue. The **Communication Server Address Information** screen appears.

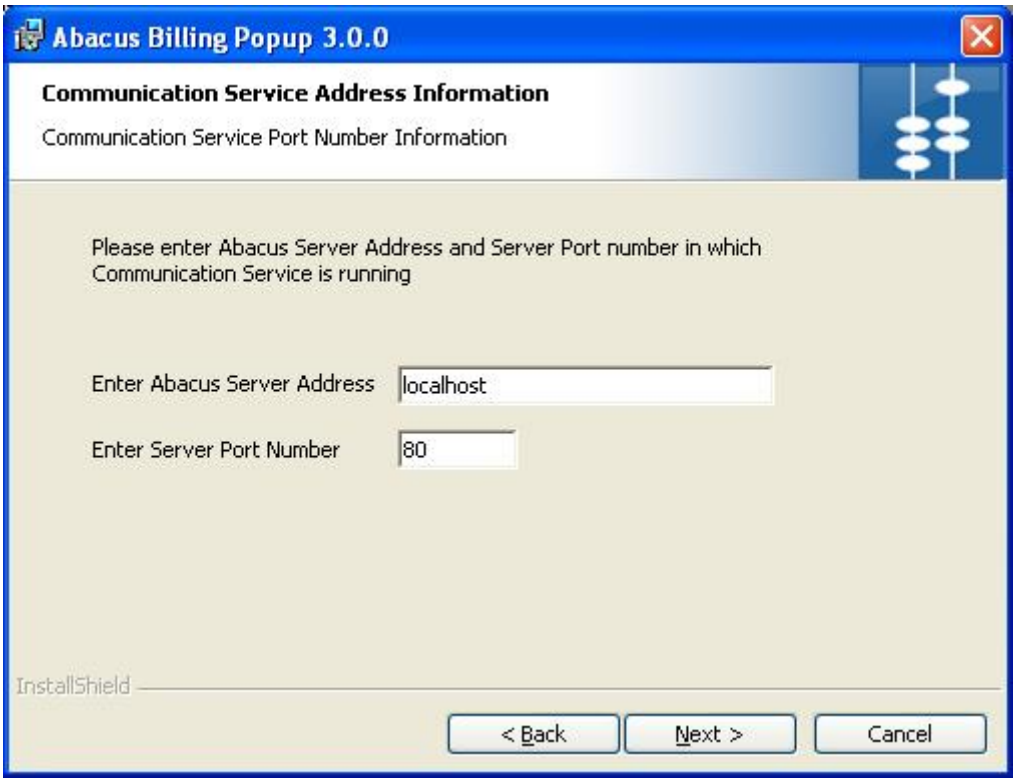

Figure 71: Communication Server Address Information screen

7. Enter the **Abacus Server address** and the **Server Port number** in which the communication service is running. The default Server Port Number is 80.
8. Click **Next** to continue. The **Ready to Install the Program** screen appears.

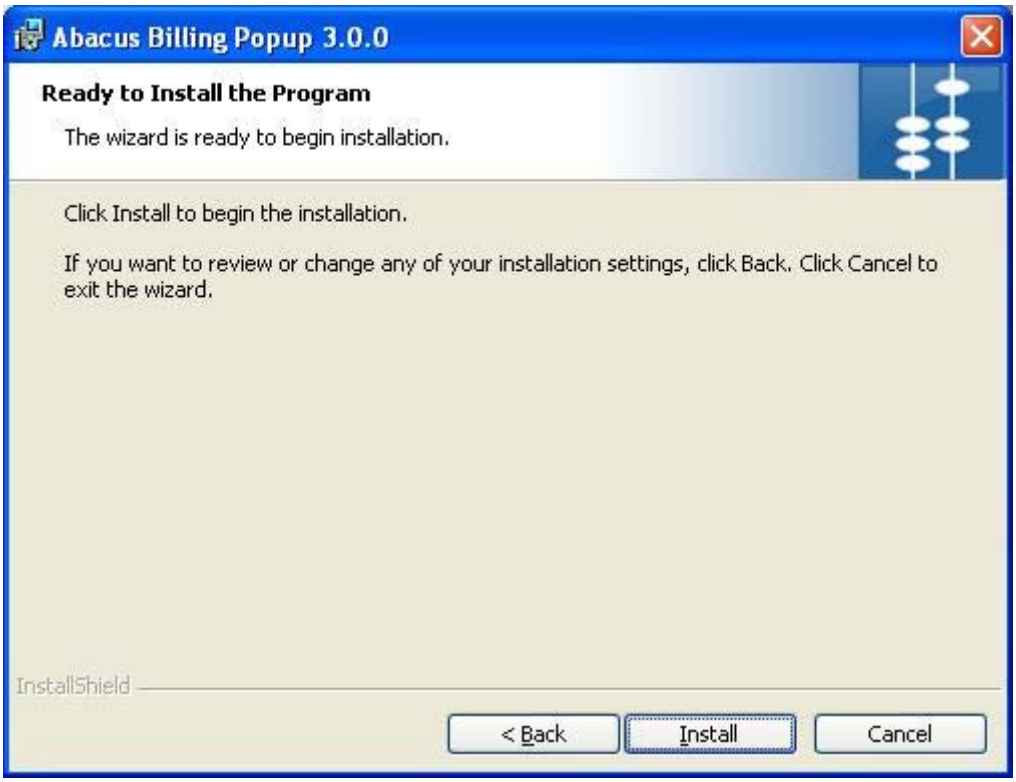

Figure 72: Ready to Install the Program screen

9. Click **Install** to begin installation. The **Installing Abacus Billing Popup** screen appears.

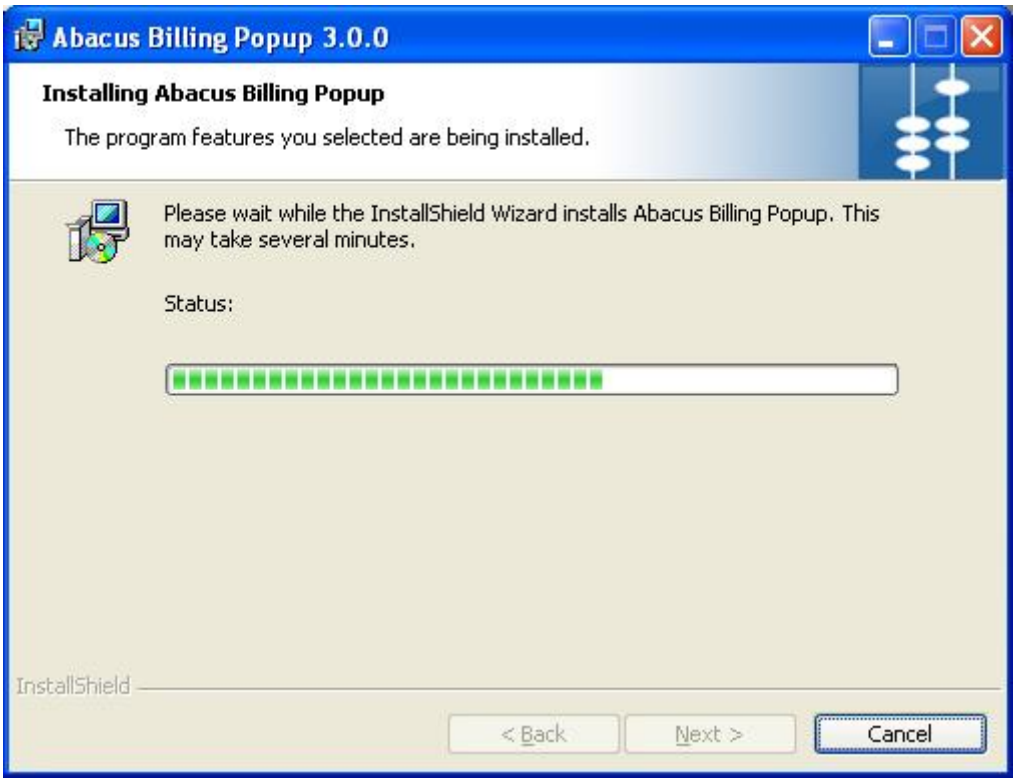

Figure 73: Installing Abacus Billing Popup screen

10. Wait till the Abacus Billing Popup is installed. The installation process may take some time. After successful installation, the **InstallShield Wizard Completed** screen appears.

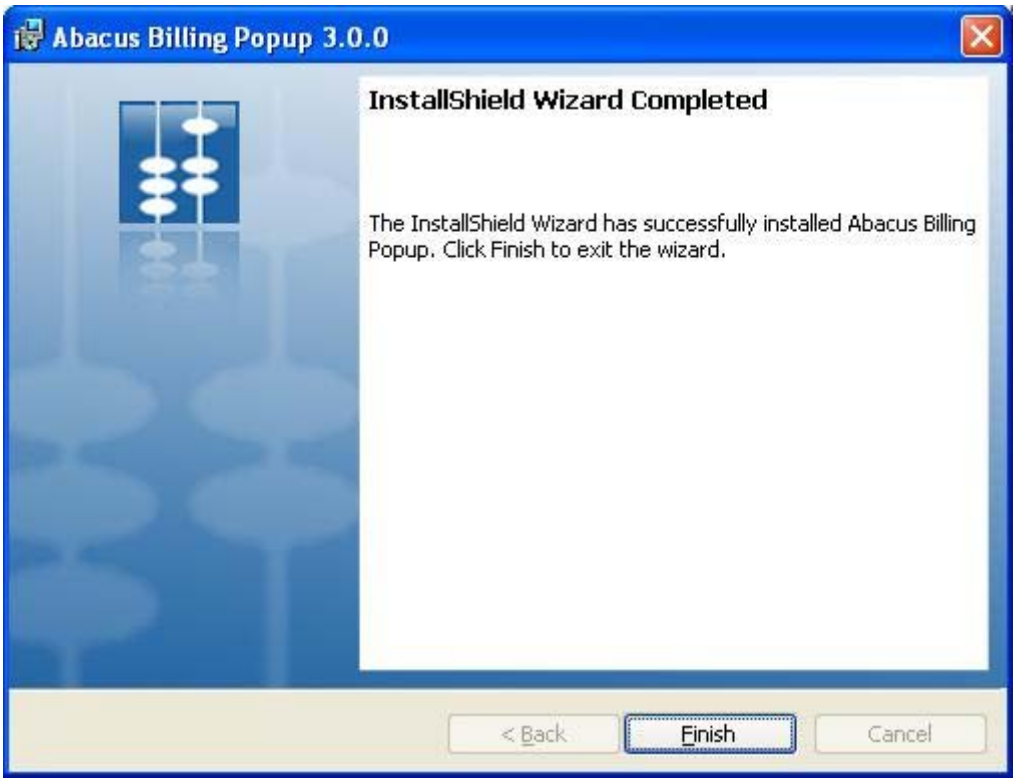

Figure 74: InstallShield Wizard Completed screen

11. Click **Finish** to exit from the InstallShield Wizard.

Installing Abacus Copy Tracking

Abacus Copy Tracking installer installs the following components:

- Copy Tracking Service

To install Copy Tracking:

1. Click **Install Copy Tracking** on the **Install Products** screen. The **Preparing to Install** screen appears.

Figure 75: Preparing to Install screen

2. Wait till the setup prepares the InstallShield Wizard that will guide you through the program setup process. The **Welcome** screen appears.

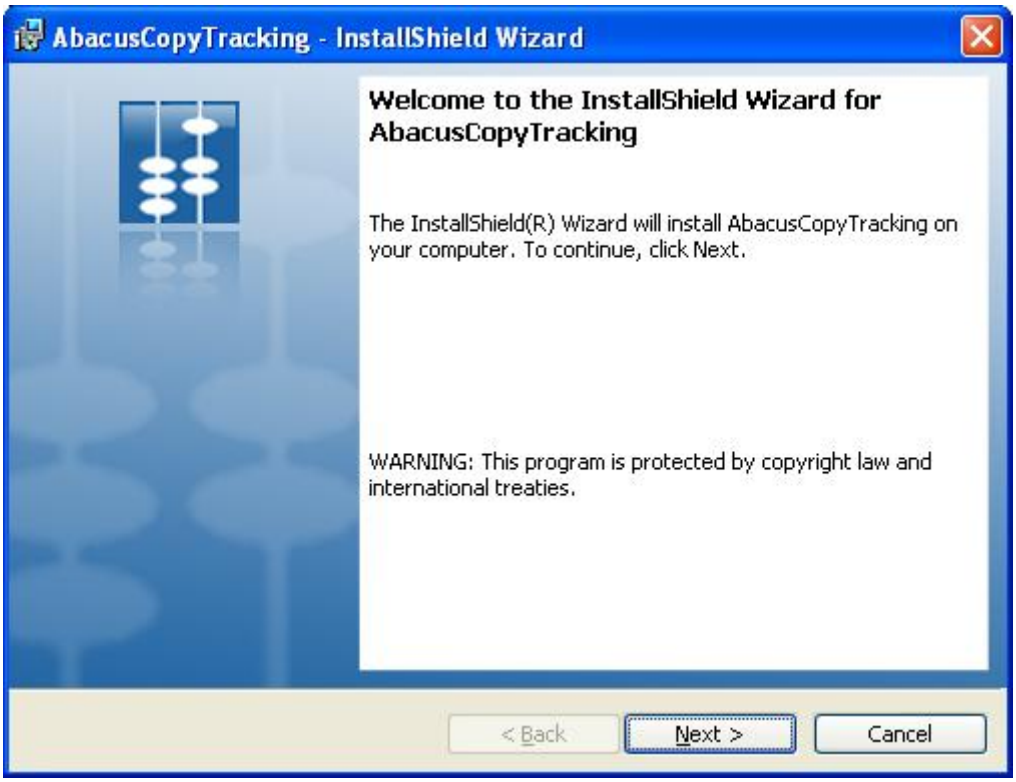

Figure 76: Welcome screen for AbacusCopyTracking

3. Click **Next** to continue. The **License Agreement** screen appears.

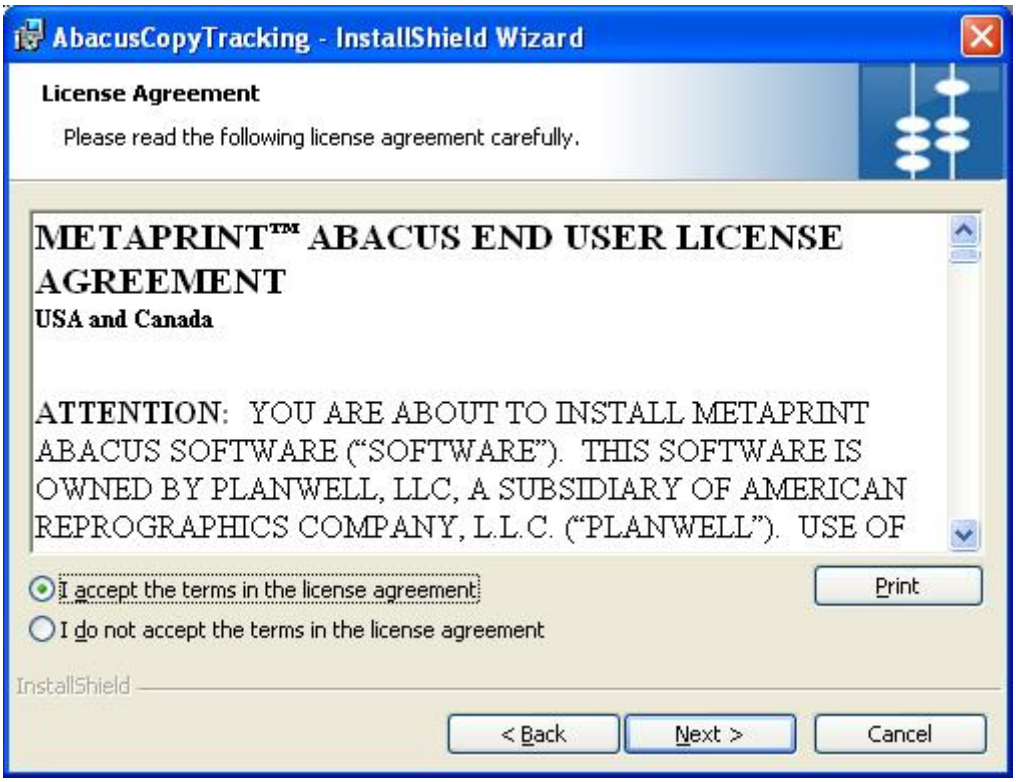

Figure 77: License Agreement screen

4. You are advised to read the terms of the license carefully before proceeding with the installation. If you decline the license terms, the installation cannot proceed. If you want to proceed, click **I accept the terms in the license agreement** option and click **Next** to continue. The **Destination Folder** screen appears.

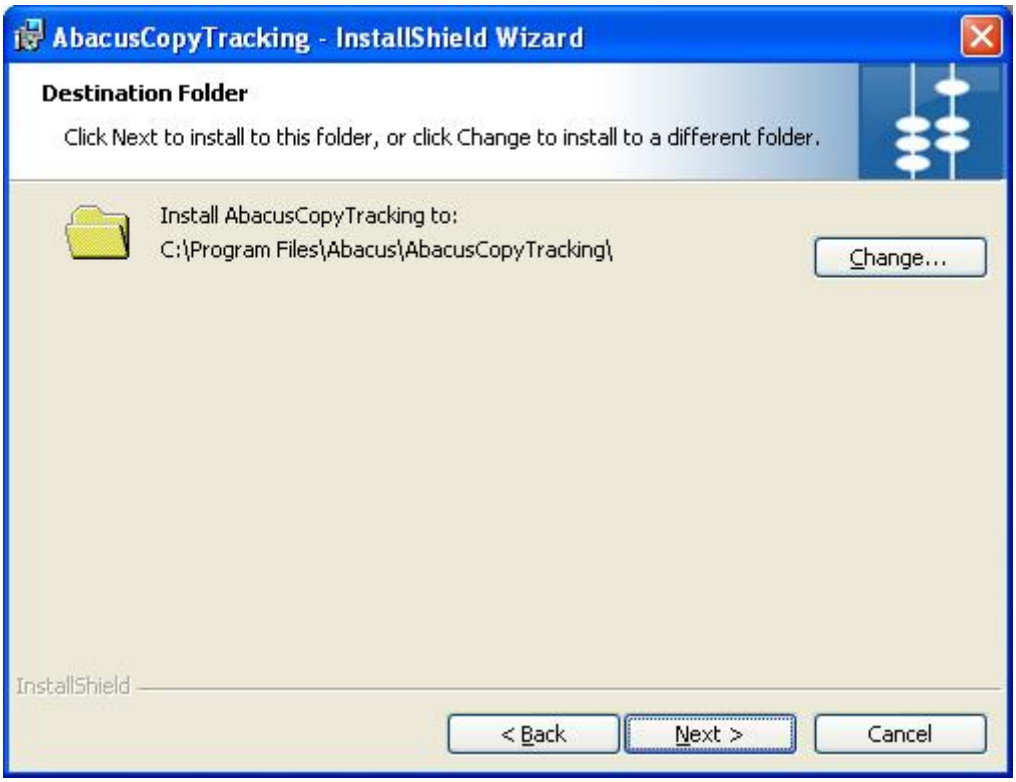

Figure 78: Destination Folder screen

5. The **Destination Folder** screen displays the path for the default folder where Copy Tracking would be installed. If you want to save Abacus Copy Tracking in a different folder, click **Change** to select a folder.
6. Click **Next** to continue. The **Ready to Install the Program** screen appears.

Figure 79: Ready to Install the Program screen

7. Click **Install** to begin installation. The **Installing AbacusCopyTracking** screen appears.

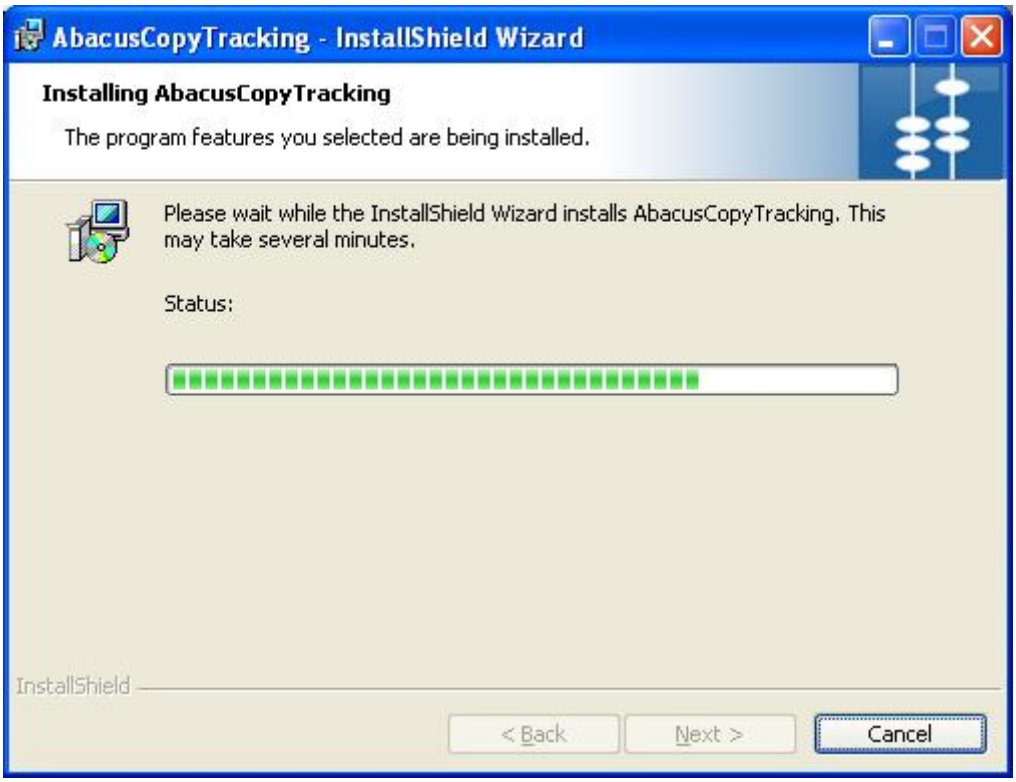

Figure 80: Installing AbacusCopyTracking screen

8. Wait till the Abacus AbacusCopyTracking is installed. The installation process may take some time. After successful installation, the **InstallShield Wizard Completed** screen appears.

Figure 81: InstallShield Wizard Completed screen

9. Click **Finish** to exit from the InstallShield Wizard.

Chapter 3
Post Installation

In this chapter, you will learn about:

- Getting Abacus License
- Verifying Print Processor Installation
- System Guidelines

Getting Abacus License

Use the **Abacus License Manager** screen to submit your license requisition and license activation. You cannot run the Abacus application without a valid Abacus license.

To activate the Abacus license:

1. Click the **Start** button.
2. From the **Start** menu, click **All Programs** → select **Abacus** → select **Abacus Server** → click **Abacus License Manager**. The **Abacus Registration Wizard** screen appears. This wizard will guide you step by step through Registration and Licensing process for Abacus.

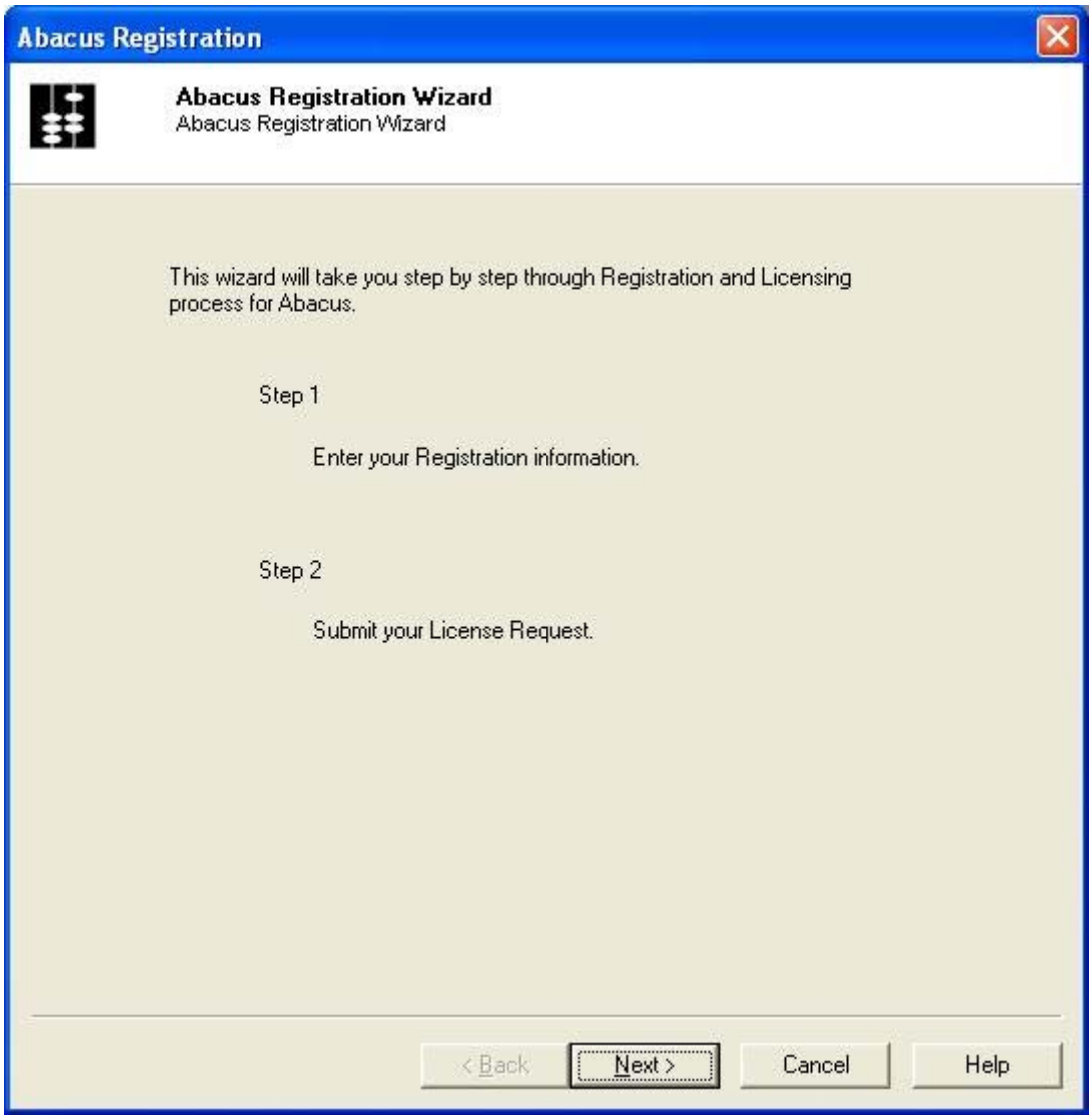

Figure 82: Abacus Registration Wizard screen

3. Click **Next** to continue. The **Abacus Registration** screen for **Step - 1** appears.

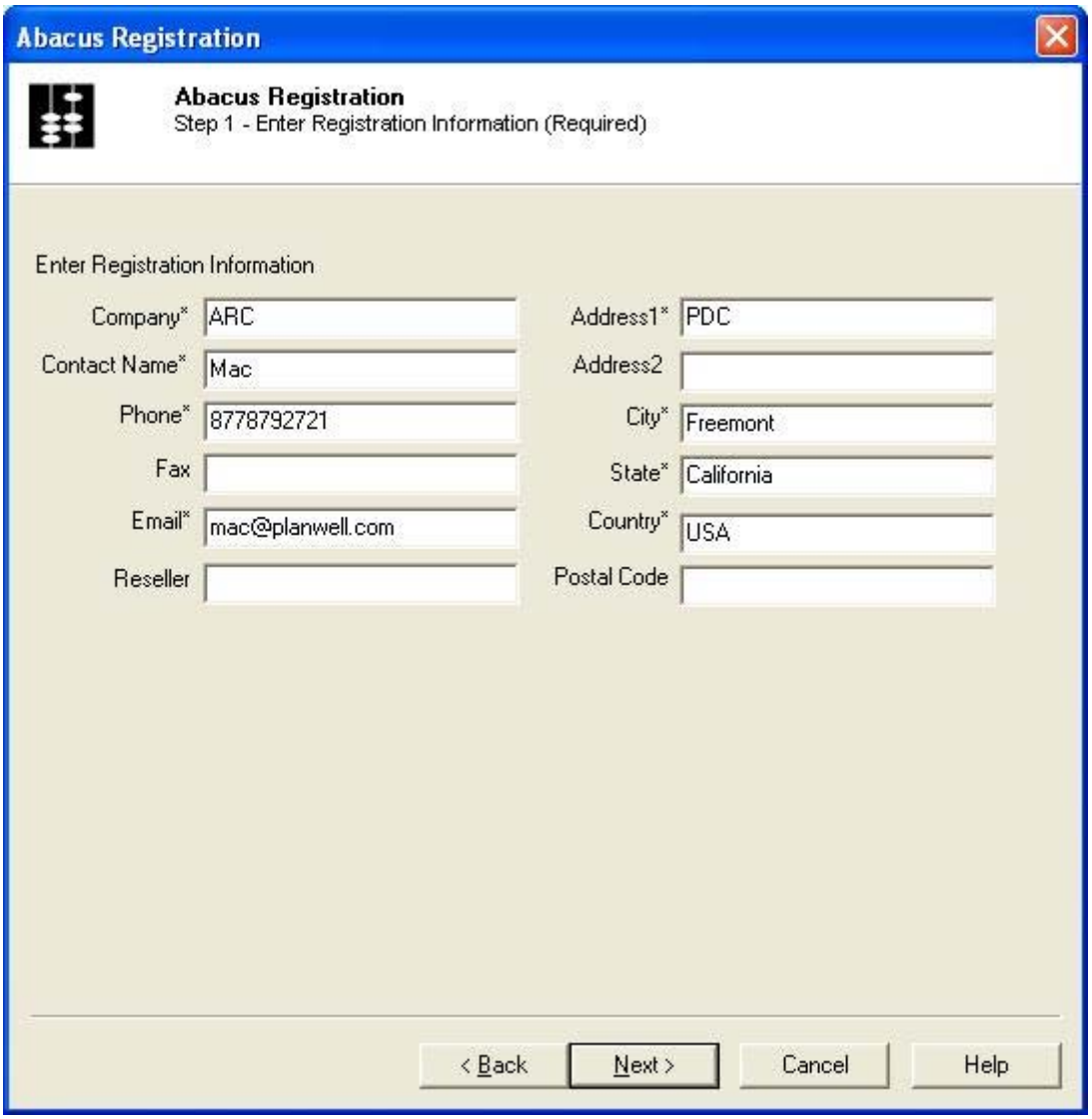

Figure 83: Abacus Registration Screen (1)

4. Enter the registration information in the given fields. The stars (*) adjacent to each fields are considered as mandatory fields.
5. Click **Next** to continue. The **Abacus Registration** screen for **Step – 2** appears.

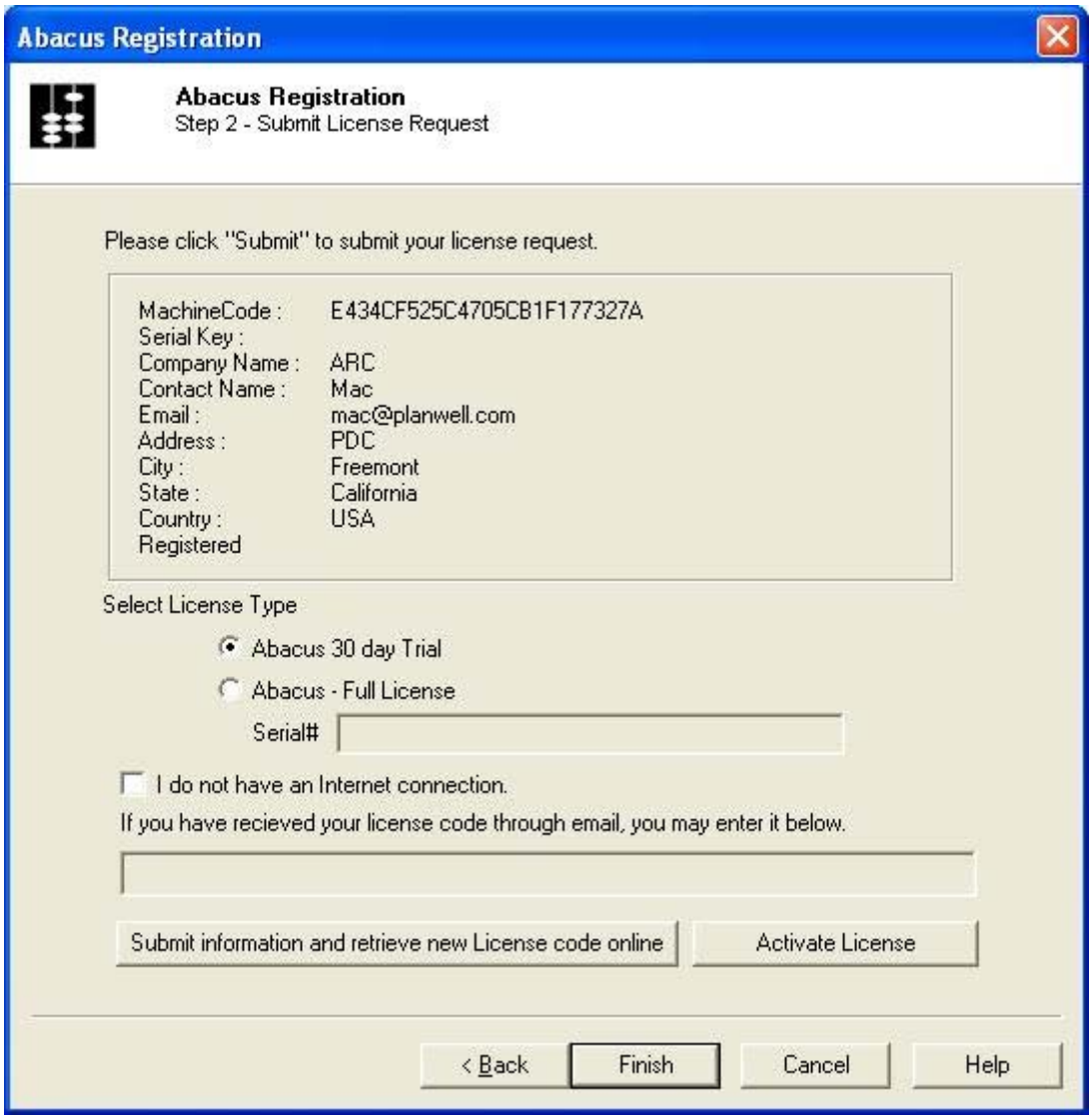

Figure 84: Abacus Registration screen (Step 2)

6. Select the **License Type**.
   - Click **Abacus 30 day Trial** option to get a trial version for 30 days.

   Or,

   - Click **Abacus – Full License** option to get a licensed product. Here, you need to enter the serial number in the **Serial#** text box provided by the company.
7. Click **Submit information and retrieve new License code online** and then click **Activate License** to activate your license.

8. Click **Finish** to exit from the registration process.

If you are not connected to the internet, you may call Abacus Support for assistance and keep your Machine Code handy.

Verifying Print Processor Installation

The following procedure helps you to verify if the Abacus print processor is installed properly.

To verify print processor installation:

1. Click the **Start** button.
2. From the **Start** menu, point to **Settings** and then click **Printers and Faxes**.
3. Right-click a printer and click **Properties**. The Print Properties dialog box appears.

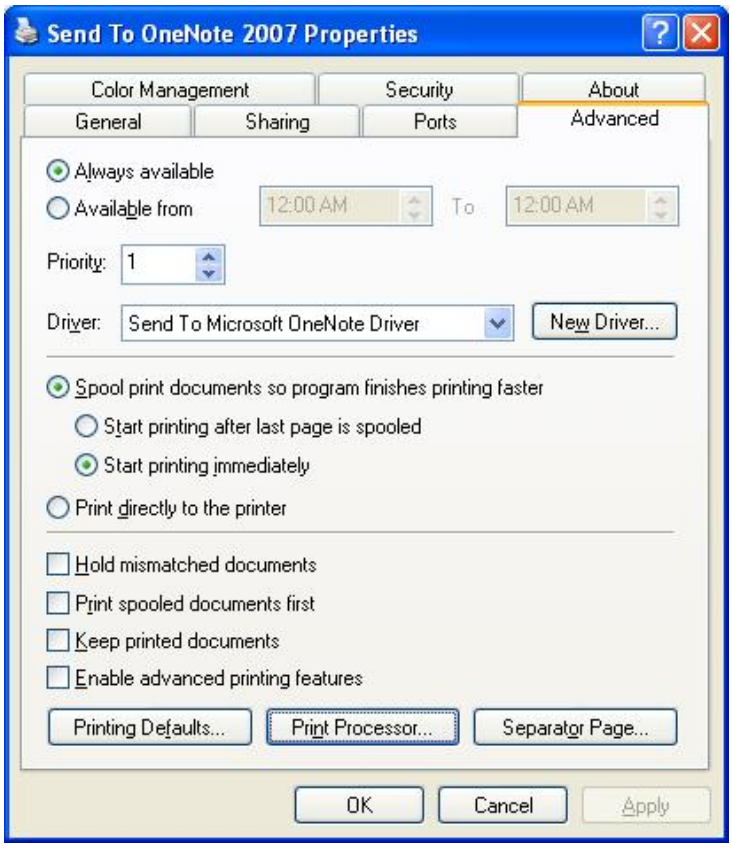

Figure 85: Print Properties dialog box

4. Click the **Advanced** tab and then click **Print Processor**. The **Print Processor** dialog box appears.

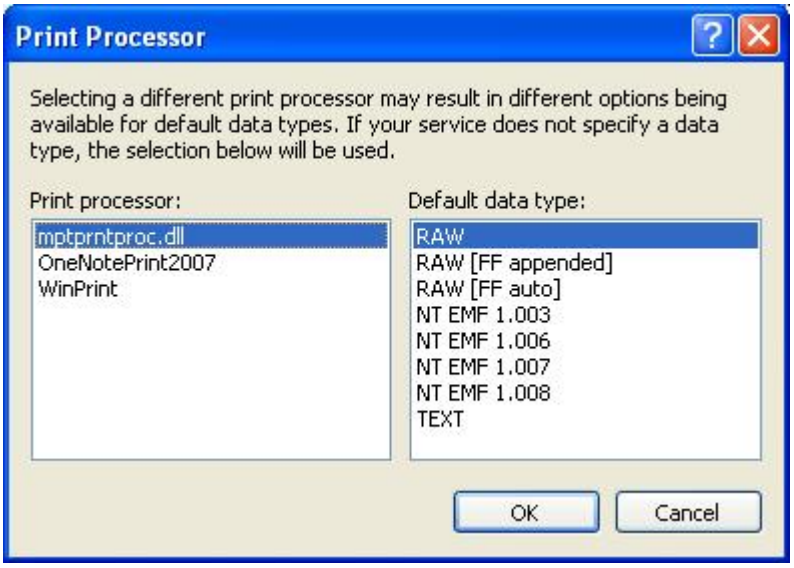

Figure 86: Print Processor dialog box

5. In the **Print processor** list, **mptprntproc.dll** is displayed. This indicates that Abacus print processor is successfully installed.
6. Click **OK** to exit from the print processor.

System Specifications

The following are the default ports used by Abacus applications.

- Abacus Server – TCP/IP 80 and UDP/5353
- Abacus Tracking – TCP/IP 9091
- Billing Popup – TCP/IP 9090 and UDP/5353

Make sure that these ports are enabled through firewall, if firewall software is installed on the server.

If you want to change the default ports, contact Abacus support team.

Chapter 4
Abacus Tracking Installation for MAC

In this chapter, you will learn about:

- Installing Abacus for MAC
- Post Installation
- Automatic Configuration
- Using Manual Configuration
- Testing Abacus Installation

Installing Abacus for MAC

The Abacus Tracking for MAC installer guides you through the installation and configuration steps.

To install Abacus Tracking:

1. Locate and double-click the **Abacus Tracking Installer 1.0.pkg**. The **Welcome** screen appears.

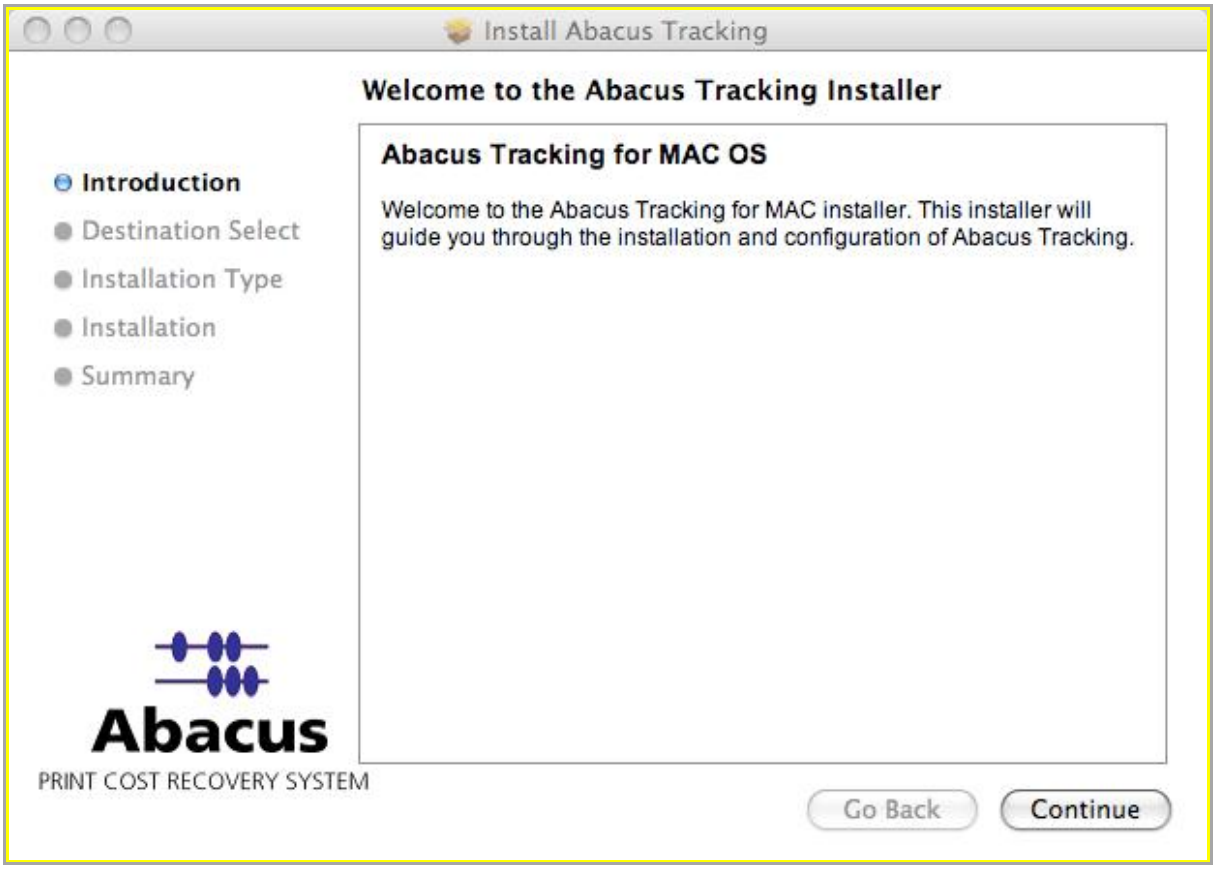

Figure 87: Welcome screen for Abacus Tracking Installer

2. Click **Continue** to proceed with Abacus Tracking installation. The **Select a Destination** screen appears.

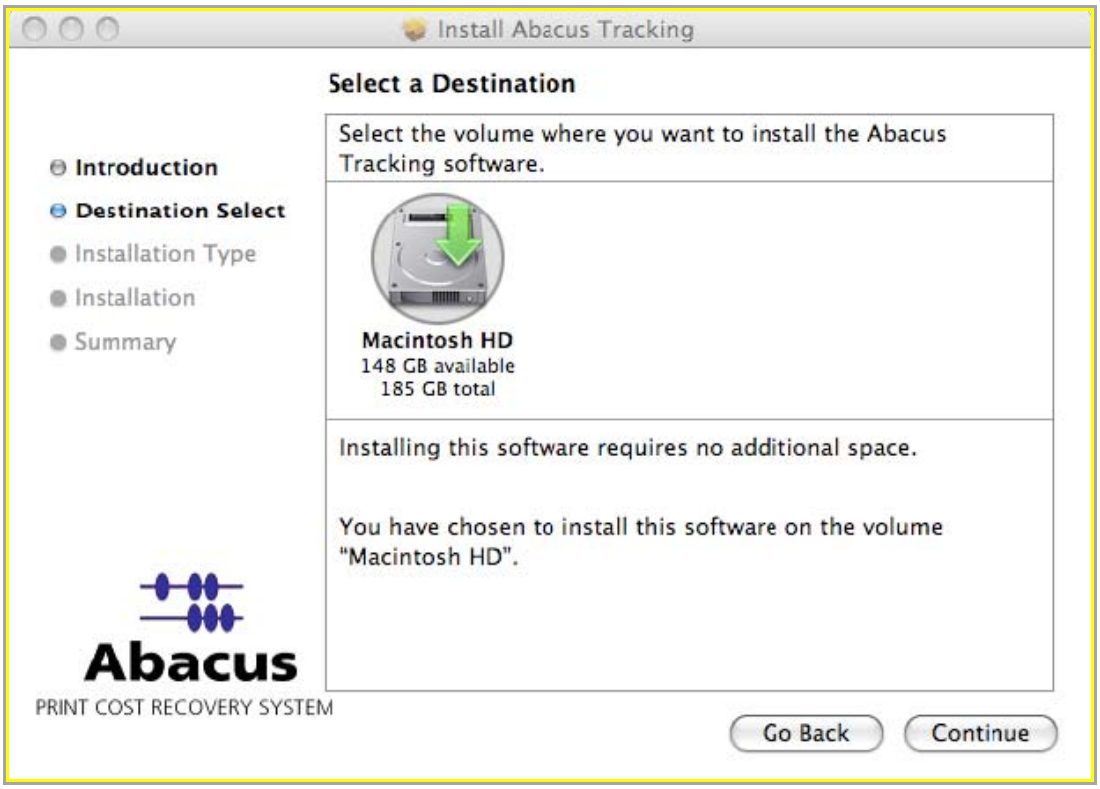

Figure 88: Select a Destination screen

3. Select the location where you want to install the Abacus Tracking software and click **Continue** to proceed. The Installation Type screen appears.

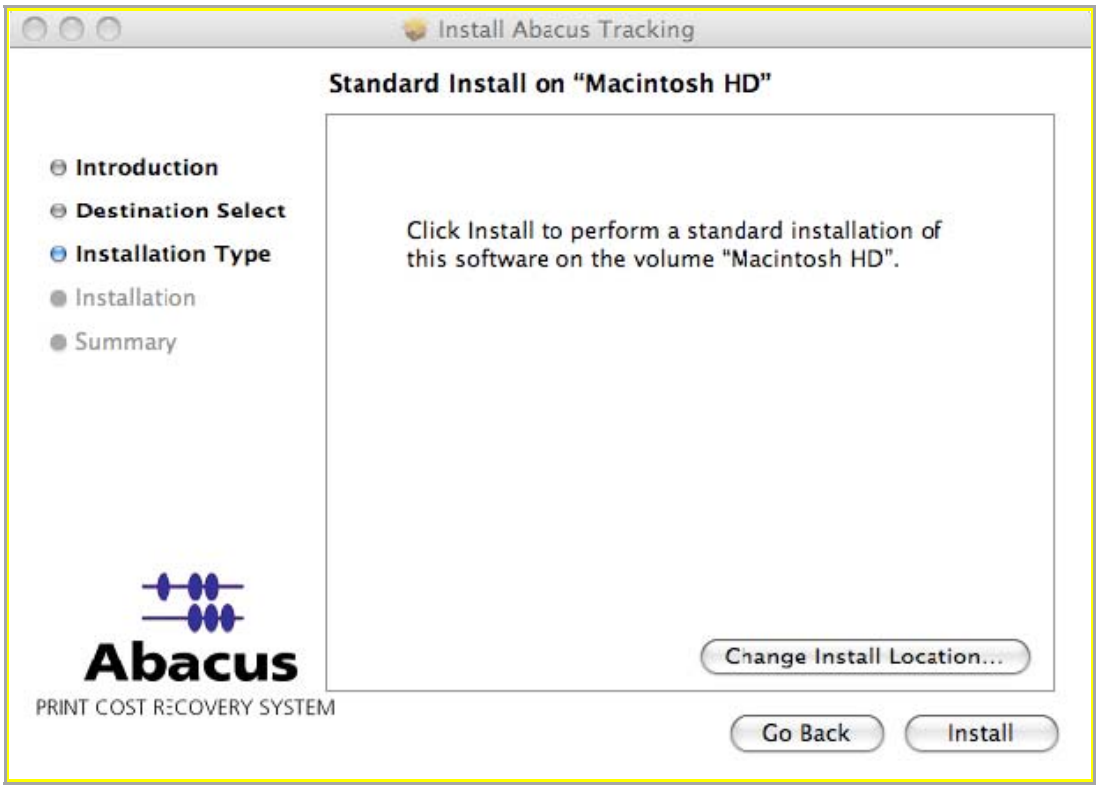

Figure 89: Installation Type screen

4. If you want to change the destination folder, click **Change Install Location** or click **Install** to continue performing a standard installation of Abacus Tracking on the selected location. After the Abacus Tracking component is installed, the **Summary** screen appears.

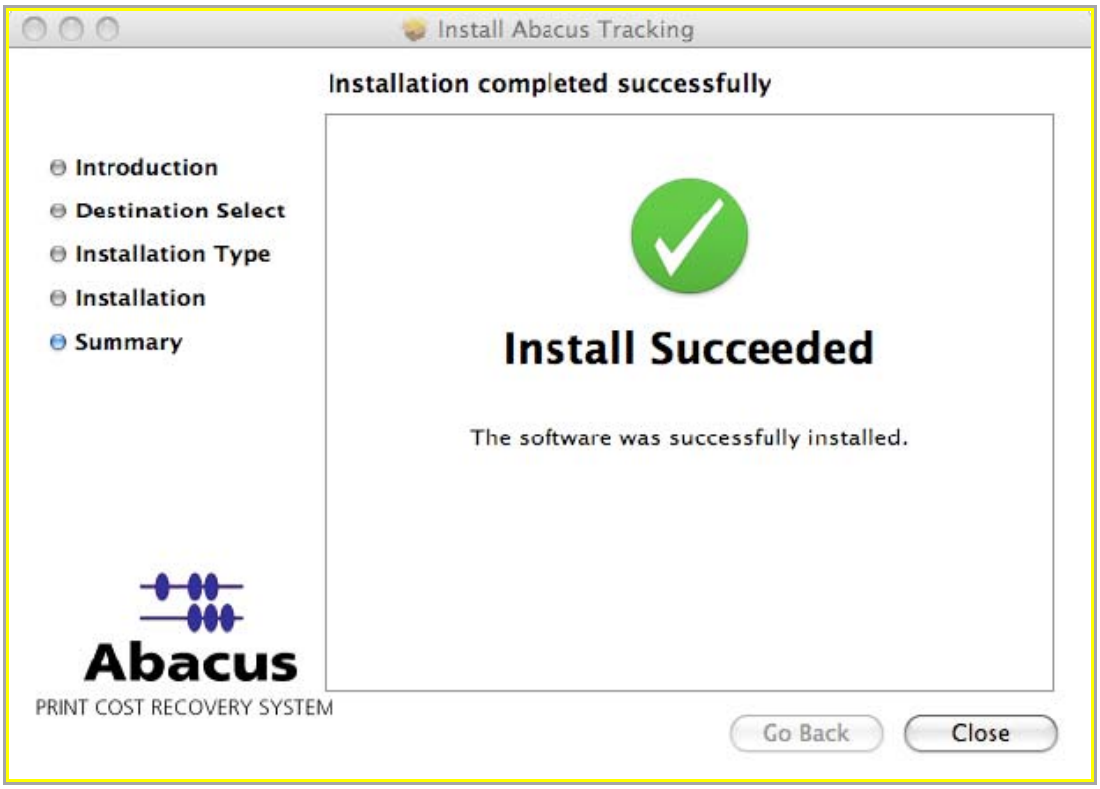

Figure 90: Summary screen

5. Click **Close** to exit.

Post Installation

The Abacus for Mac OS X product now uses Bonjour to communicate with the Abacus Server. After being upgraded, previous installations of Abacus will now default to use automatic configuration while preserving the previous Abacus Server IP address and port number. If there are difficulties using automatic configuration the administrator can set the configuration to Manual in the preferences panel in Abacus.

The first step to install Abacus for Mac OS X is to drag and drop the Abacus program into the **Applications** directory. At this point you have a choice to change Abacus to use manual configuration to connect to the Abacus Server or use the default automatic network configuration.

Automatic Configuration

1. Run the Abacus program.
2. No configuration is required. Abacus automatically identifies the Abacus server and configures itself to use it.

Using Automatic Configuration

To configure Abacus to run automatically at login:

1. On the dock, click **System Preferences**.
2. Under **System** section, click **Accounts**. The **Accounts** window appears.

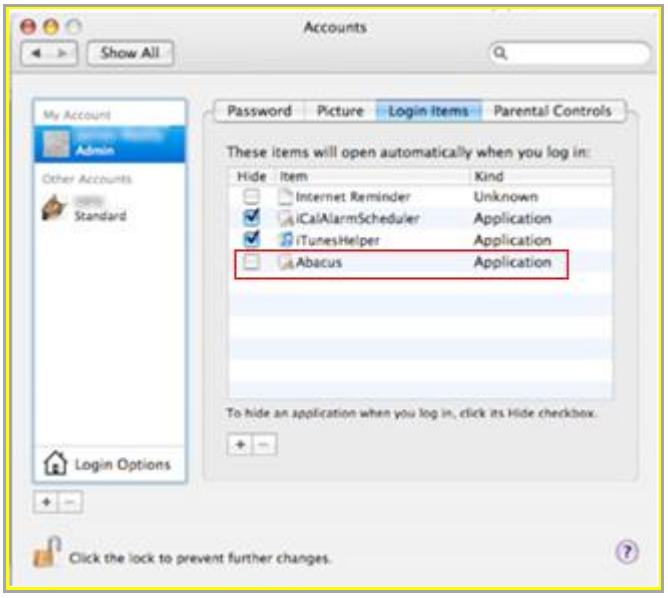

Figure 91: Accounts window

3. Click the **Login Items** tab from the right hand panel.
4. Drag the **Abacus application** from the left hand panel into the applications list.
5. Close the **Accounts** window. You can now find the Abacus billing pop-up icon on the dock.

Figure 92: Abacus Billing Pop-up icon

Using Manual Configuration

To configure Abacus manually:

1. You need to enter the following information to complete the installation process:
    a) Abacus Server IP address
    b) Abacus Server port number – 80/TCP both ways

2. Enable the 5353/UDP
3. Run the Abacus program.
4. On the **Abacus** menu, click **Preferences**. The **Abacus Settings** window appears.

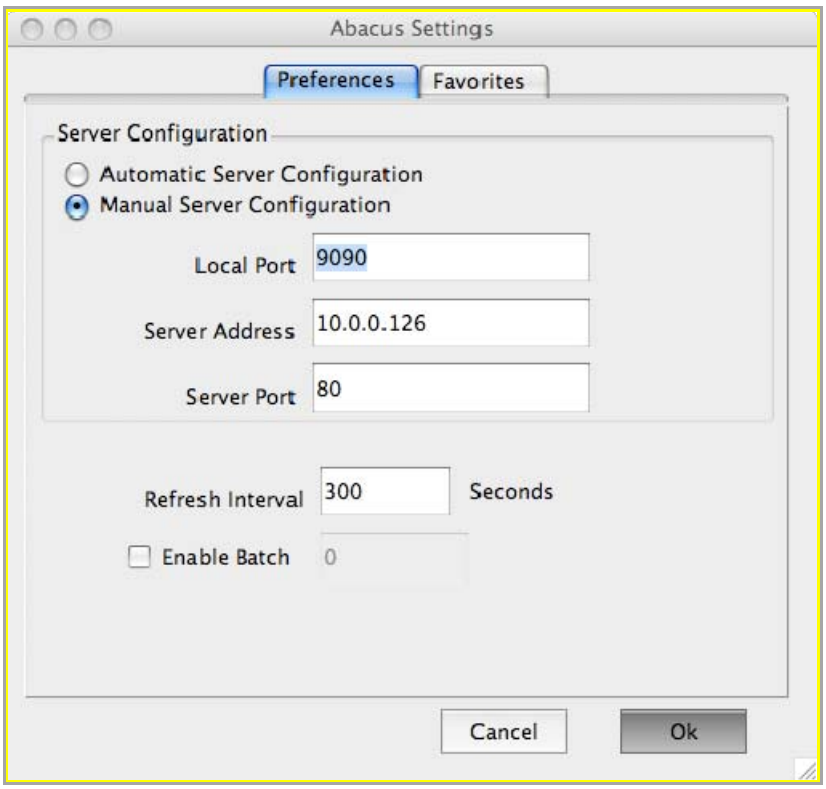

Figure 93: Preferences window

5. Ensure that **Preferences** tab is selected. In the **Preferences** screen:
    a) Click the **Manual Server Configuration** option.
    b) Do not change the **Local Port**.
    c) Enter the Abacus Server's IP address and port number into the **Server Address** and **Server Port** fields respectively.
    d) Enter the refresh interval time in seconds. **Refresh Interval** refers to the time period at which the data cache is updated in the Abacus Server. Each time the cache is refreshed the project list is updated. In the screen above the refresh interval time is given 300 seconds.
6. Select **Enable Batch** check box to allow batch printing.
7. Click **Ok** to accept changes.

Configuring Project Preferences

Use the **Favorites** window to configure project display preferences and set up favorite projects. This is useful when you are handling multiple projects. You may prefer to keep the most frequently used projects as favorites.

To configure project display preferences and favorites:

1. On the **Abacus Settings** window, click the **Favorites** tab.

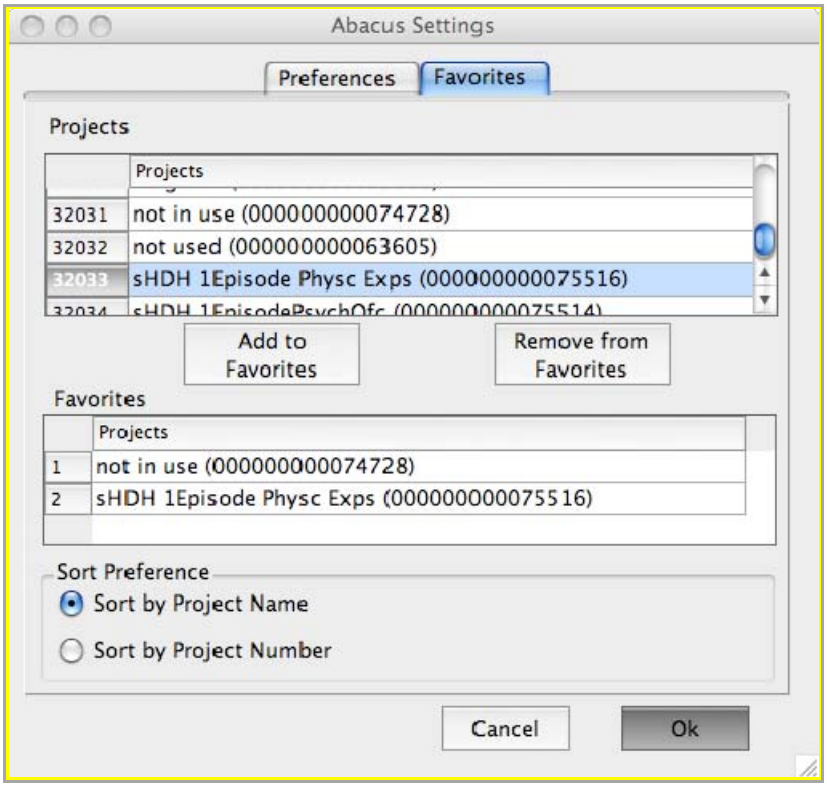

Figure 94: Abacus Settings window

2. In the **Favorites** screen, the **Projects** section displays the list of all the projects. Select a project from the list and click **Add to Favorites** to move the project to the **Favorites** list. The selected project will be displayed under **Favorites** section.
3. To remove a project from the list of Favorites, select the project from the list under **Favorites** section and click **Remove from Favorites**. The selected project will be deleted from the list.
4. The **Sort Preference** section allows you to arrange the projects by project name or project number, based on your preference.
    - Click **Sort by Project Name** option to arrange projects by project name.

Or,

- Click **Sort by Project Number** option to arrange projects by project number.

5. Click **OK** to accept changes.

Testing Abacus Installation

To ensure Abacus Tracking and Billing Pop-up are installed properly, submit a test job to the printer, which is tracked by Abacus. The Billing Pop-up appears as shown.

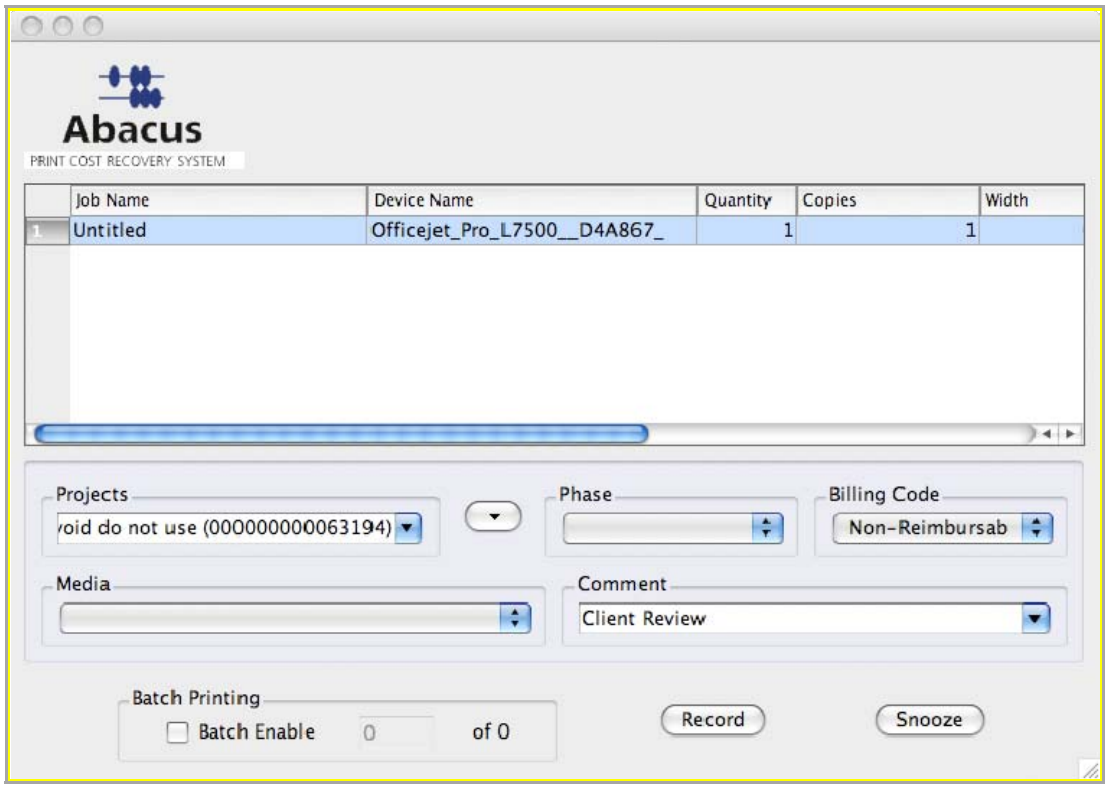

Figure 95: Abacus Billing Popup

1. Verify the unbilled activity details.
2. Select an appropriate project to which the activity belongs. All the projects stored in the database are populated in the project drop-down list.
3. To add a project instantly to your favorites list, click the down arrow adjacent to the **Projects** field and then click **Add to Favorites**.

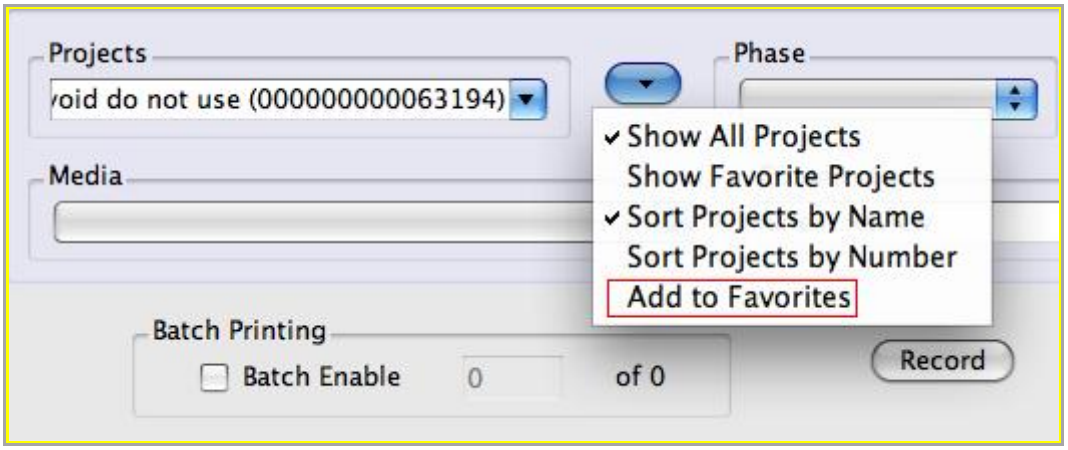

Figure 96: Project list options

4. Other options in the list are:
    - **Show All Projects** – Displays all the projects in the **Projects** drop-down list.
    - **Show Favorite Projects** – Displays only the favorite projects in the **Projects** drop-down list.
    - **Sort Projects by Name** – Arranges the projects by project names.
    - **Sort Projects by Number** – Arranges the projects by project numbers.
5. Select an appropriate project phase from the list. The **Phase** drop-down list contains project phase. If a default phase is set for a project, it is displayed automatically when you select a project.
6. Select an appropriate billing code from the **Billing Code** drop-down list. The **Billing Code** drop-down list contains the billing information.
   If a default billing code is set for a project, it is displayed automatically when you select a project.
7. Select an appropriate media from the **Media** drop-down list that contains the paper-types available for the activity.
8. Select additional project related information from the **Comments** drop-down list.
9. Select **Batch Printing** check box to print certain number of pages before recording the billing information. A text box appears.
10. Enter the number of prints you need to make. This depends on the maximum number of batch prints you could make.
11. Click **Record** to confirm and save your billing information in the database.
    Or,
    Click **Snooze** to delay saving the billing information for certain period of time.
    Snooze is the sleep button, which allows you to postpone the recording of your billing

information. It stops the billing pop-up for a set amount of time. Contact your system administrator to increase the snooze time.

The billing pop-up appears as soon as the snooze time elapses.

It is mandatory that you fill up billing information for all the activities.