



PsychAssistant 2011 Installation and Quick Start Guide

Contents

System Requirements.....	1
Installation.....	2
Networking Tips – For Client Only Installations.....	5

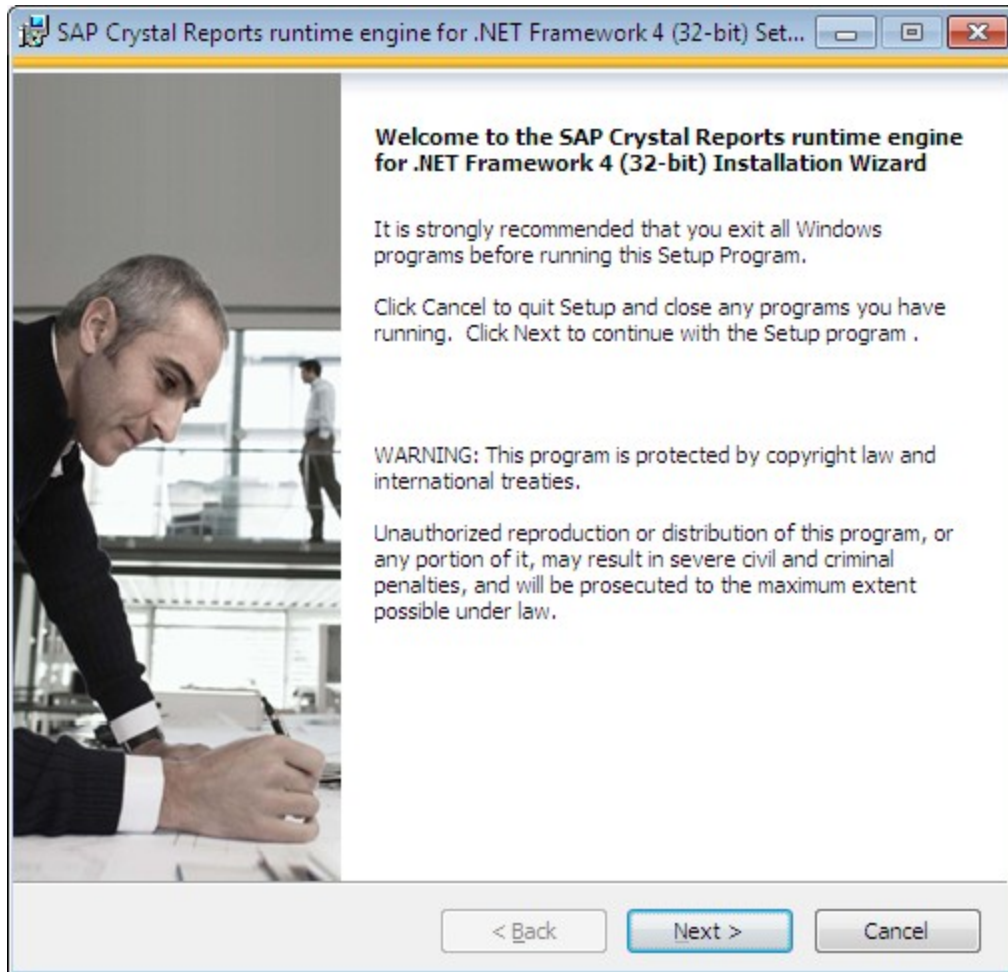
This guide will provide the steps for installing PsychAssistant 2011 and give you some basic information on how to initially setup your system. This guide will also provide a few tips for when you are using PsychAssistant in a network environment (multi-user/computer). For detailed instruction on all of the features within PsychAssistant please see the user manual.

System Requirements

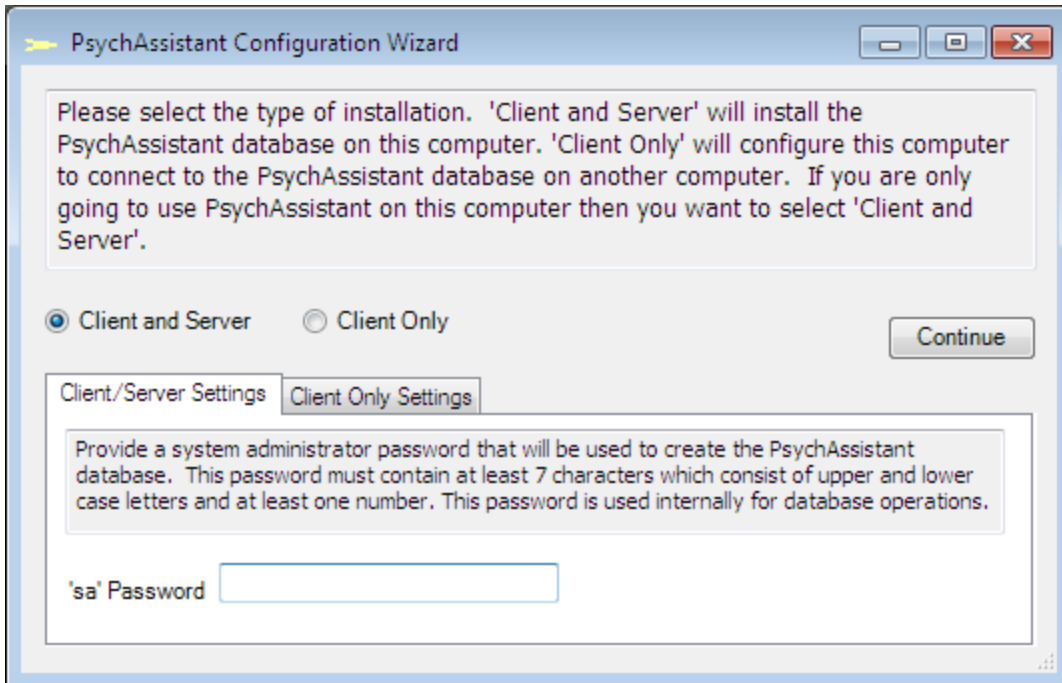
- **Windows 7, Windows Vista, Windows XP SP3, Windows Server 2008**
- **.Net Framework 3.5**
- **1 GB RAM**

Installation

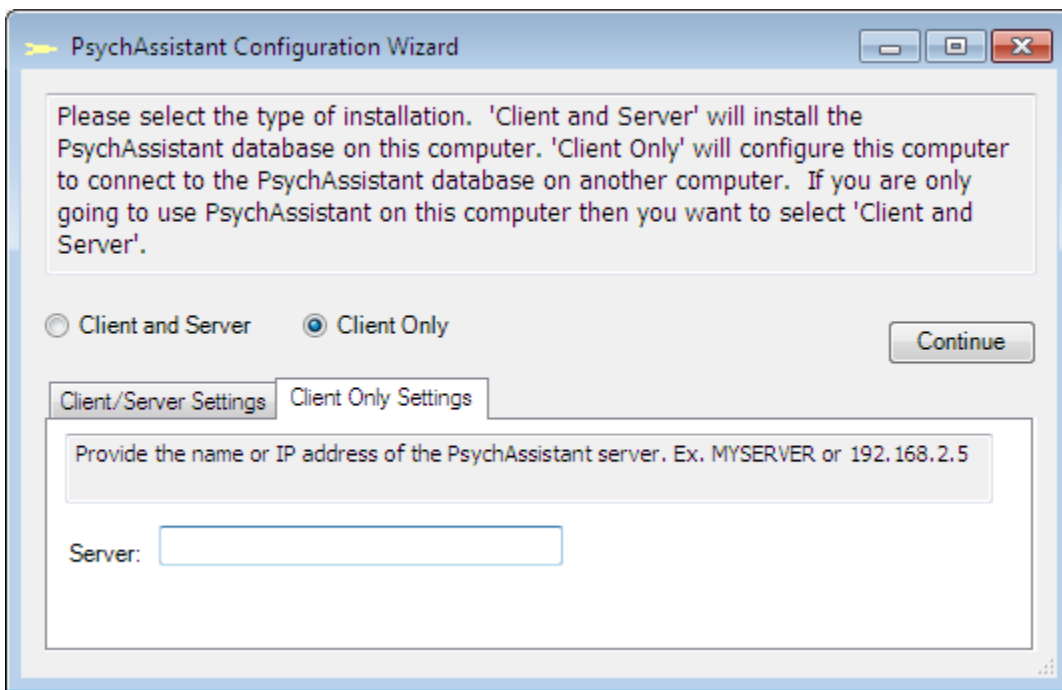
- 1) Download PsychAssistant 2011 from the website at:
<http://psychassistant.com/DownloadForm.html> Fill out the form and submit to begin the download.
- 2) The installer will put PsychAssistant in the default directory: C:\PsychAssistant
- 3) After the installation is complete you will find the PsychAssistant icon on your desktop. Double click this icon to run the program.
- 4) You may be prompted to install SAP Crystal Reports (see the following image). This component is required for the reporting features of PsychAssistant. Continue with the prompts and install this component.



- 5) The initial window you will see when running PsychAssistant for the first time will look like the following image. At this point you will have to decide if you are going to run the program as a 'Client Only' installation or a 'Client and Server' installation. The 'Client and Server' option will install the PsychAssistant database on the computer. This is the option that you should choose if this is going to be the main computer that you will use to run PsychAssistant, or if this is the only computer you will use PsychAssistant on. Enter the system administrator password following the password strength constraints defined.



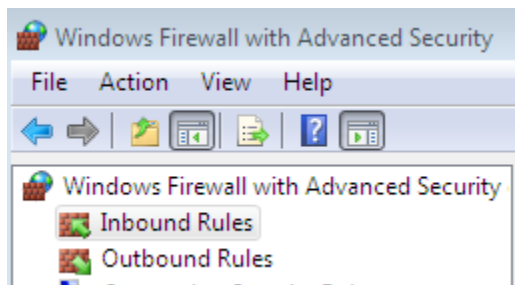
- 6) The 'Client Only' type of installation (see image below) will require you to provide the name of the computer that contains the PsychAssistant server (database). For this type of installation you will have had to already install the 'Client and Server' installation on another computer. Enter the computer name or IP address.



- 7) The initial login name is 'psych' and the initial password is 'assistant'. This is the same for users 2 – 10 with the login name of 'psych2', 'psych3', etc.
- 8) You will be prompted to setup your user login name and password and define your report settings and signature when you first login.
- 9) You will want to go to menu item Setup → System Setup → Add System Users and save your first and last name. You will also want to define your user defined labels as soon as possible by going to Setup → System Setup → User Defined Labels.
- 10) You will find a [Help](#) link in the lower right corner of most of the PsychAssistant windows; this will open the PsychAssistant User Manual which has a more detailed description of all of the features and windows within PsychAssistant.

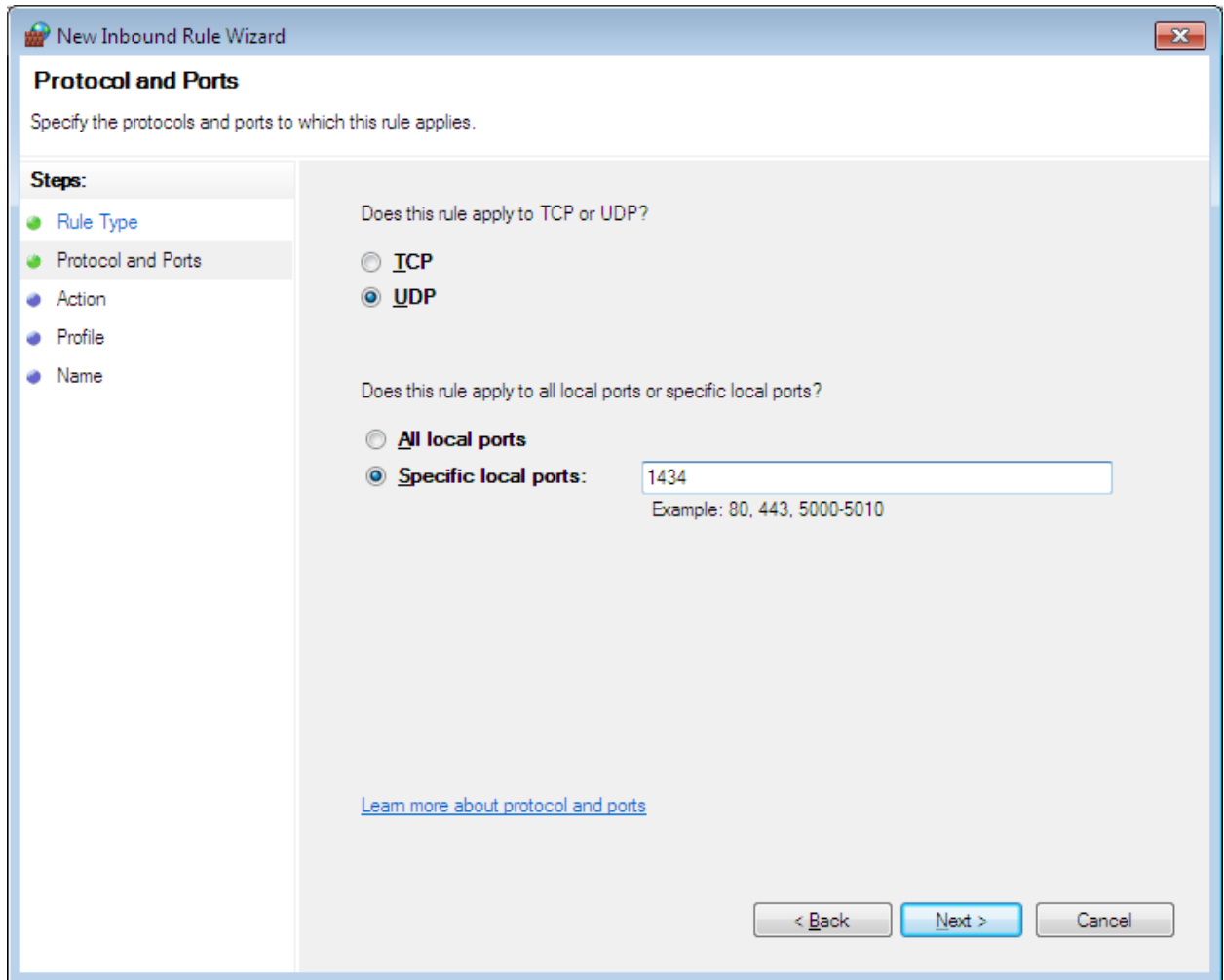
Networking Tips – For Client Only Installations

- 1) PsychAssistant uses the Microsoft SQL Express database as the central data store. When using this database on a network it may be necessary to configure security/firewalls to allow the necessary communication from the client computers to the server. For example, if using Windows Firewall you will need to create rules to allow/open the following on the PsychAssistant server:

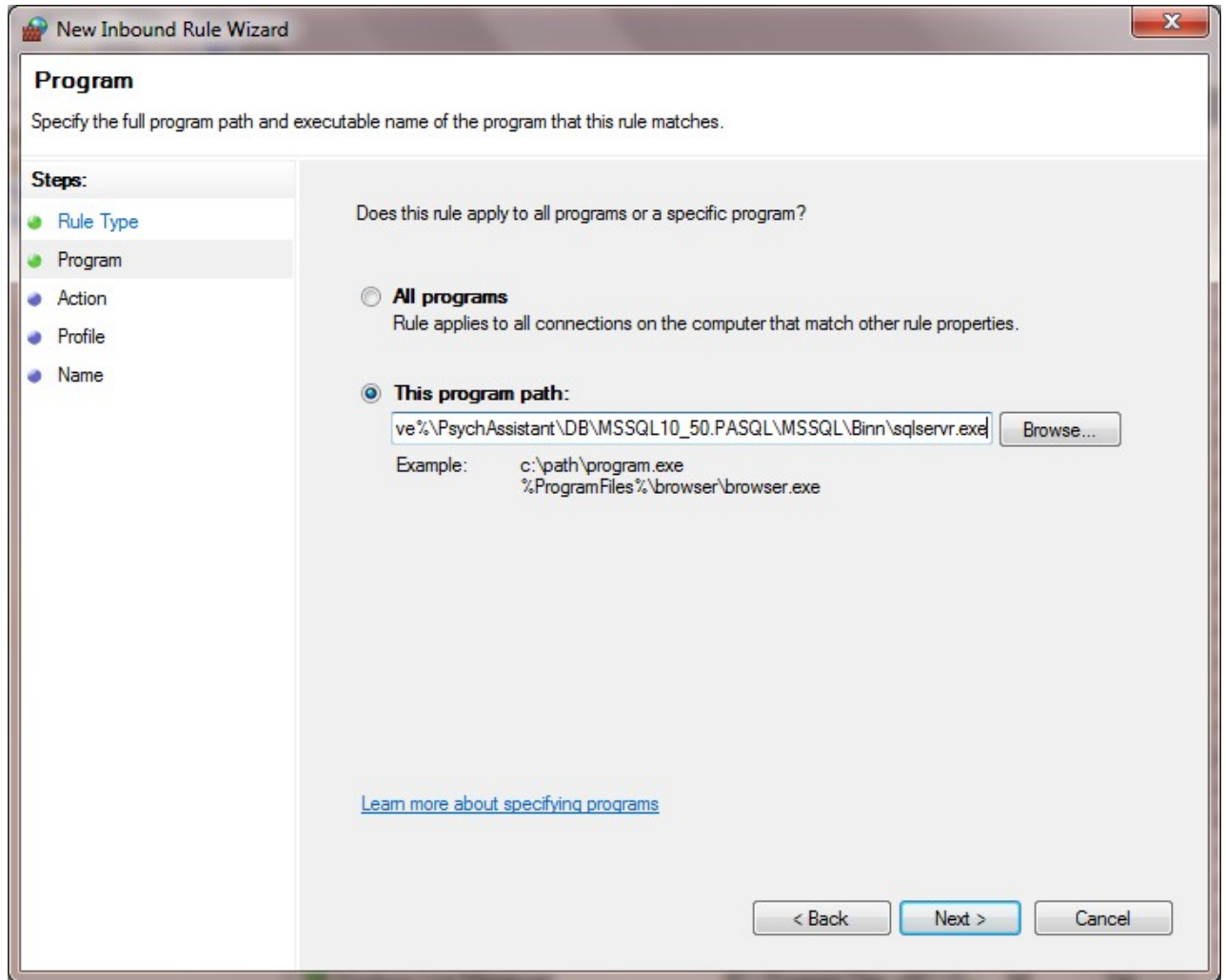


- a) UDP Port 1434
- b) The *sqlservr.exe* which can be found in the installation directory which defaults to:
C:\PsychAssistant\DB\MSSQL10_50.PASQL\MSSQL\Binn\

With current Windows operating systems open 'Windows Firewall with Advanced Security' and select 'Inbound Rules'. An easy to use wizard will help you to create these rules. Create a new rule to allow connections to UDP Port 1434 see the image below.



Next create a new rule to allow access to the *sqlservr* program. See below.



- 2) PsychAssistant offers the ability to import other electronic documents to attach to the patient record. The directory that holds these records is the PASecureFiles folder which is located in the installation directory on the server. The default path to this folder is:

C:\PsychAssistant\PASecureFiles

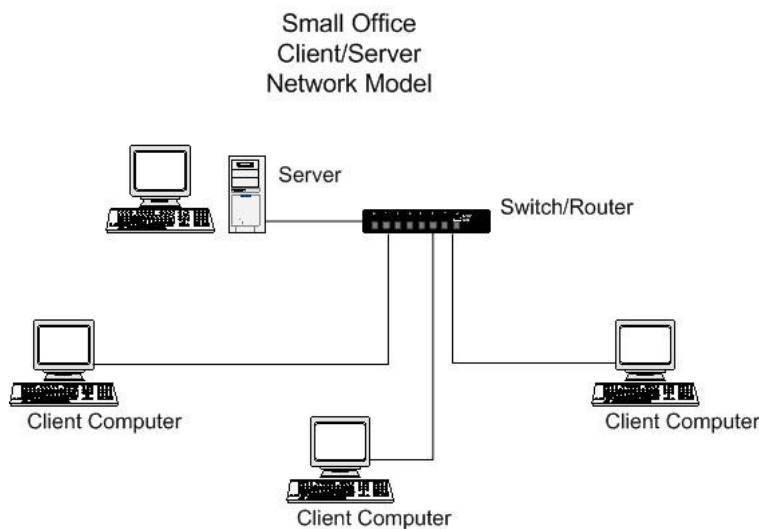
You will need to setup file sharing with read and write access to this folder on the server. Then in PsychAssistant you need to go to menu item Setup → System Setup → Import File Share Setup. Here you will save the name of the file share in the following format:

[\\ServerName\PASecureFiles](#)

Software Installation Terminology

Client - A program that is installed on a computer that is part of a network and depends on a server computer to be able to do its work.

Server - A computer that is the central processing point or data store for other client applications. For example the PsychAssistant server contains the database that all PsychAssistant client applications need to communicate with to save and retrieve data.



Visit www.psychassistant.com for further information, questions or comments.