

QuickStart for Installing Novell Version of STI Server and Tabs3 & PracticeMaster Client Server Version Software (CSV)

This document provides a general overview for the installation of STI Server and CSV software for firms who are:

- currently running Version 14.2 or 14.1 Tabs3 and PracticeMaster software (Novell CSV or non-CSV)

Note: Users upgrading from Version 14.1 should allow adequate time to perform the conversion. This data conversion will take roughly the same amount of time to run as it takes to reindex all of the data files in all programs combined. Additional information regarding this update can be found in KB Article R11177 - Converting and Updating CSV Software.

Tabs3 Remote Note: If you use Tabs3 Remote and you have a new Tabs3 serial number (e.g., upgrading to CSV), make sure you merge any remote data files before proceeding. Otherwise, the previously entered information cannot be imported. Also make sure that Remote users do not perform data entry until after the new Tabs3 Remote software has been installed.

Step	Task	Detailed Information	Notes
1.	Preparation		
	a. Make sure no users are in the software during the entire process.	1. Log in to the System Configuration software as a Manager. 2. View Active User List	Do NOT reset users unless you have verified at the workstation that the software is no longer open.
	b. Run a Data File Integrity Check in all programs (except System Configuration).	1. Utilities Data File Integrity Check (all programs) 2. Utilities Archive Integrity Check (Tabs3 only)	<ul style="list-style-type: none"> • In GLS, run for each GLS client. • Be sure to close all programs after completing. • Proceed only if no errors.
	c. If using GLS, verify GLS Data Paths for all GLS clients are located under the program directory. Paths must be stated as relative paths.	1. In GLS, print a GLS Client List (Reports GLS Client List). 2. Edit GLS Data Paths and/or move GLS clients if necessary. Step-by-step procedures for moving GLS clients can be found in KB Article R11191 - How to Move GLS Clients.	Mapped drives can no longer be used in the GLS Data Path for CSV installations.
	d. Close all Tabs3 & PracticeMaster programs.	Includes System Configuration, Tabs3, PracticeMaster, GLS, APS, and TAS.	
	e. Stop the STI Server.	Chapter 4 of the STI Server Manual located on the CD.	Only applies if already using STI Server and Client Server Software.
	f. Make a temporary backup.	Copying the entire contents of your program directory has the advantage of including program files.	
2.	Install the Tabs3/PracticeMaster Client Server Version software.	1. Insert the CD. 2. Select Install Version 14 Software .	It is important to realize that the software will not function properly until after STI Server has been installed.

Step	Task	Detailed Information	Notes
3.	Install the STI Server software. When installing the Novell version, the STI Server software must be installed from a workstation. You must be logged in as an Administrator. This CD shows "STI Server" on the label.	1. Insert the STI Server CD. 2. Select Install STI Server . Note: Detailed installation instructions are included in Chapter 2 of the STI Server Manual.	You will be required to activate STI Server. The activation program will be started automatically during the installation. The FairCom Server Serial Number and Activation Key required for activation can be found on the STI Server CD sleeve/case.
		Conversion Information: Upon completion of the STI Server installation, a Client Server conversion program must be run to convert your data files. This required conversion can take a long time to run (possibly hours). The conversion program will run automatically (CSCONV14.EXE). Additional details can be found in KB Article R11177 - Converting and Updating CSV Software.	
4.	Start the STI Server.	Detailed information is in Chapter 4 of the STI Server Manual.	
5.	Download and install the most current Version 14.3 program files from the Internet.	www.tabs3.com/support/update/v143update.html	
6.	Run a Data File Integrity Check in all programs.	1. Utilities Data File Integrity Check (all programs) 2. Utilities Archive Integrity Check (Tabs3 only)	<ul style="list-style-type: none"> • In GLS, run for each GLS client. • Proceed only if no errors.
7.	If using Tabs3 Remote, install the Tabs3 Remote software at each remote installation.		
8.	If using PracticeMaster Palm Conduits or PracticeMaster Word Document Assembly, you must update each workstation using the SETUP program.	1. From the workstation, click the Start button, and then click Run... 2. Click the Browse button and navigate to the directory where the Version 14 program files were installed on the server. Then, select the SETUP.EXE file found in the program directory. Click Open and then click OK to run the program.	
9.	Remove the temporary backup created in step 1f once you are sure everything has updated successfully.		

Note: These instructions reference various articles in the Tabs3 and PracticeMaster Knowledge Base, which can be found on the Internet at www.support.Tabs3.com. KB Article R11196, Client Server Resources, includes a comprehensive list of CSV-related documentation.

ODBC Note for Users Converting From Version 14.1: Users who have the ODBC Driver add-on product will need to delete the CTSYSCAT.FCS file in the Tabs3 program directory and then use the ODBC Administrator to modify the sector size from 16 to 64. Details can be found in R10017 - Working with ODBC.

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