

CD-ROM Installation Notes

MULTI-USER VERSION

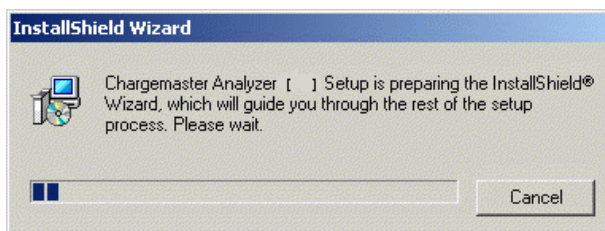
ADMINISTRATOR: It is critical for you to read the Installation Notes thoroughly before installing your multi-user version of Chargemaster Analyzer.

If you are installing the multi-user version, there are steps that need to be taken in a specific order before your users attempt the installation. Please read **Multi-User Steps** and **Administrator Setup** prior to inserting your installation CD.

Multi-User Steps

Installing the Multi-User Version

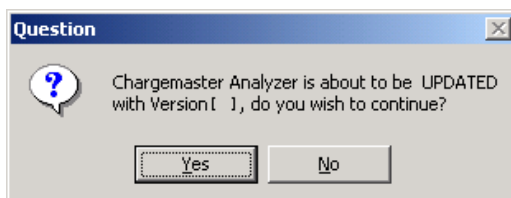
1. Quit any open applications.
2. Insert the CD into your CD-ROM drive.
3. The InstallShield automatically begins. A progress bar is displayed that informs you that the InstallShield Wizard is preparing to guide you through the rest of the setup process. You may click the **Cancel** button at any time to exit the setup process.



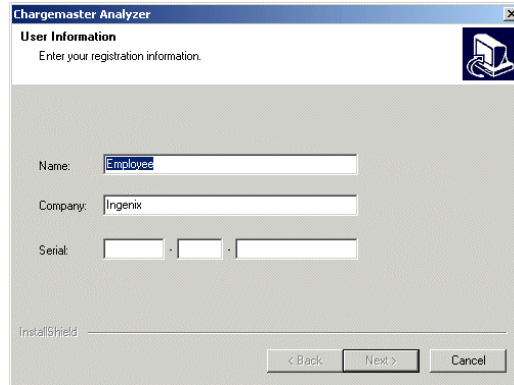
Note: If you already have this new version of Chargemaster Analyzer on your machine (not typical for most users), InstallShield detects it and guides you through the uninstall and restart process before you can proceed with this new installation.

4. If you are a renewing customer (you have version 1.5 or lower of Chargemaster Analyzer on your PC), you are asked if you want to UPDATE to this new version. Click **Yes** to continue the installation. Click **No** to exit the setup process.

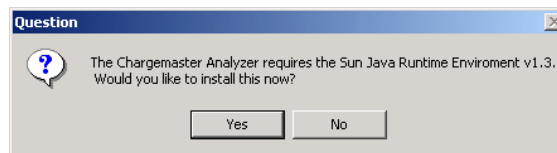
If you are a new customer, InstallShield skips this step and continues to step 5.



5. In the User Information dialog box, type your Name, Company and 15-digit serial number. You may click **Cancel** to quit the setup. Click **Next** to continue with the installation.

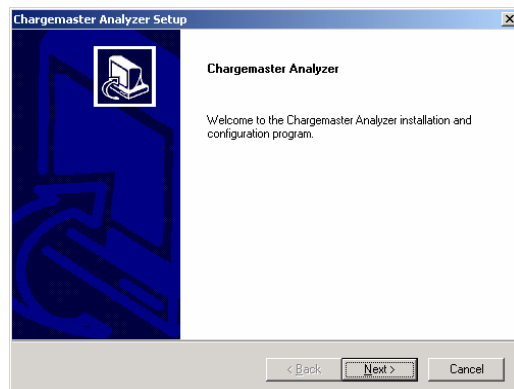


6. Chargemaster Analyzer requires Java Runtime Environment (JRE) v1.3. If you do not have JRE, InstallShield detects it and asks if you want JRE installed. You must click **Yes** to be able to launch your purchased Ingenix program. Follow the steps provided by Sun Microsystems to install JRE. If you already have JRE installed, InstallShield skips to step 7.

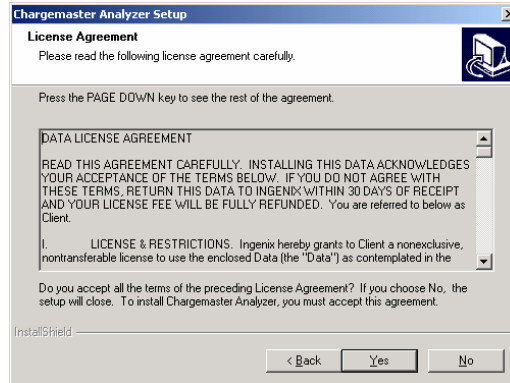


7. The Chargemaster Analyzer Welcome screen appears for new customers. Renewing customers will get the next screen that appears in step 8.

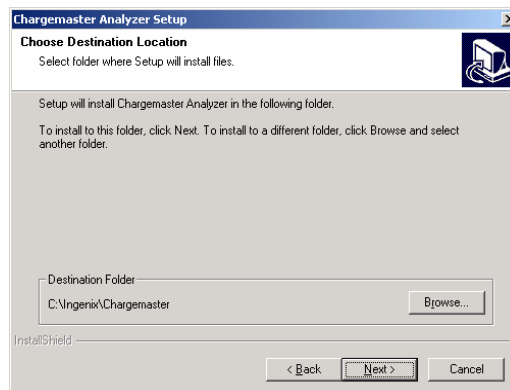
You may click **Cancel** to quit or click **Next** to continue with the installation.



8. Ingenix recommends that you read the License Agreement. You may click **Back** to go back to the previous screen. If you click **No** the installation does not continue. Click **Yes** to proceed.



9. If you are a new customer, you can choose where you want like this product to reside on your hard drive. You can use the default selection at c:\Ingenix, or you can use the Browse button to install it in a different location. You can click **Back** to go back to the previous screen or **Cancel** to quit. Click **Next** to continue with the installation. If you are a renewing customer, skip to step 10.

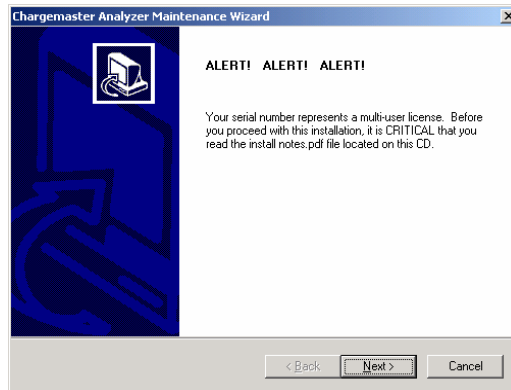


10. A message box is displayed to remind you to read these Installation Notes before you proceed. Your users need information from you when they reach step 11.

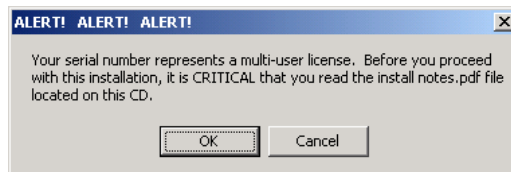
Chargemaster Analyzer Installation Notes

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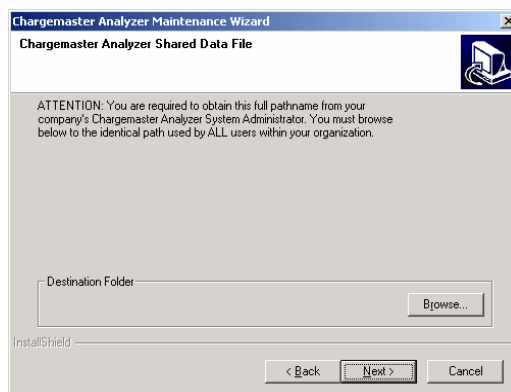
If you are a renewing user, you will receive this alert:



If you are a new user, you will receive this alert:



11. You must browse to the path where ALL USERS must place their shared file. As Administrator, you select this path. Since there is no default provided by Ingenix, you MUST browse to a path where you and all of your users have access.



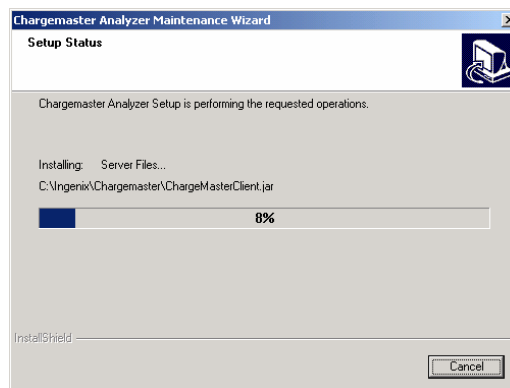
Note: Users must be given full access to the shared folder. If you don't have one set one up, do so before proceeding by going to a server and click New ? Folder under the File menu.

In a Microsoft Server environment follow the steps below:

1. Right click on the folder and select **Properties**.
2. Click the **Security** tab.
3. Make sure all of your users are shown in the Name list. If any are missing, click the **Add** button.
4. Type the user's names according to your company's naming convention (the **Check Names** button assists in this task).
5. Click **OK**.
6. Click the **Advanced** button under the Permissions field to go to the Access Control Settings for <your directory>.
7. Select each user and click the **View/Edit** button. Give all Chargemaster Analyzer users access by marking the checkboxes for everything except Change Permissions and Take Ownership.
8. Click **OK**, click **Apply** and click **OK**.

In any other server environment, please check with your System Administrator to establish the same permissions as displayed above for the Microsoft Server environment.

12. The operations are displayed along with a progress bar that represents the percentage completed. You may click the **Cancel** button at any time to exit the setup process.



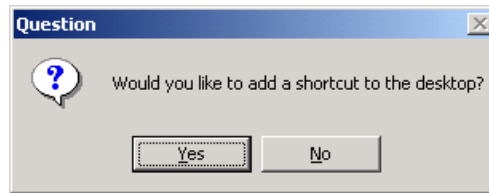
Note: If you encounter any "ReadOnly File Detected" messages, please accept them by clicking the **Yes** button. This only occurs for renewing customers.

13. If you are a new customer, you are asked if you want to add a shortcut for the product to your desktop. If you click **Yes**, the icon appears on your desktop for easy access to our product.

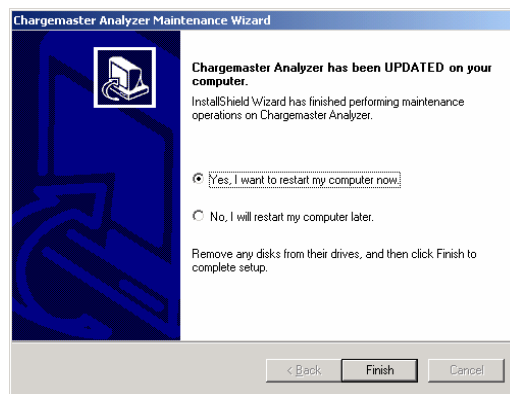
Renewing customers who are UPDATING from a previous version do not receive this screen because InstallShield automatically replaces your old shortcut with your new shortcut.

Chargemaster Analyzer Installation Notes

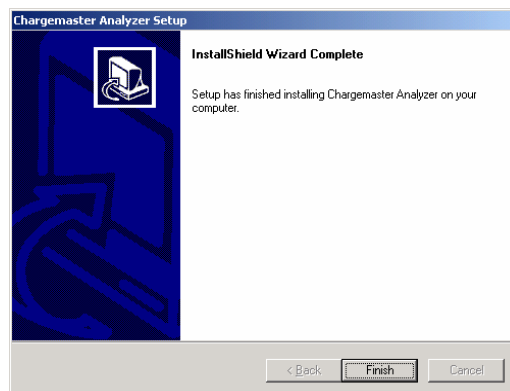
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14. When the program installation is complete, a notification box is displayed. InstallShield detects whether or not you need to restart your PC to apply system updates. You can decide whether you want to restart your computer now (recommended) or later. You must restart your computer **before** you use the application. Click **Finish** to complete the installation. This screen differs slightly depending on whether you are a renewing customer or a new customer.



In some cases (such as with new customers) you are not required to restart at this point. If this is the case, you will receive the following screen rather than the one above.



Administrator Setup

Setting Up Your Multi-User Version

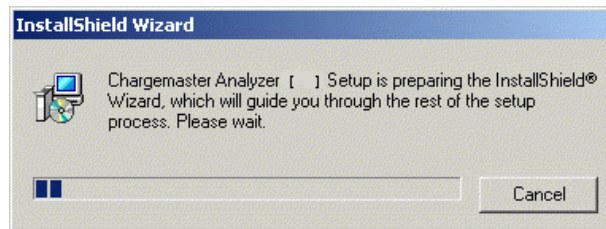
There are a few things you should do before you give the installation CD to other users.

1. Give these Installation Notes to all potential users.
2. Give them the shared path you established in step 11 above.
3. Set up permissions for all users as outlined in the Note in step 11 above.
4. Set up all User Names and passwords using the User Maintenance dialog from the Chargemaster Analyzer program. Refer to your User's Manual or online help for further information.
5. Set up all groups, group members, and user rights with the User Profile Administrator dialog from the Chargemaster Analyzer program. Refer to your User's Manual or online help for further information.

Installing the Single User Version

Single-User Installation

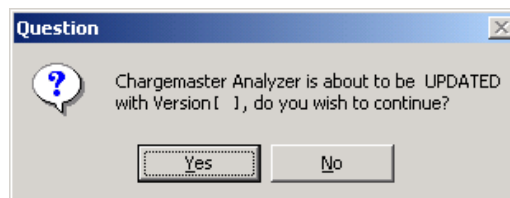
1. Quit any open applications.
2. Insert CD into your CD-ROM drive.
3. The InstallShield automatically begins. A progress bar is displayed to inform you that the InstallShield Wizard is preparing to guide you through the rest of the setup process. You may click the **Cancel** button at any time to exit the setup process.



Note: If you already have this new version of Chargemaster Analyzer on your machine (not typical for most users), InstallShield detects it and guides you through the uninstall and restart process before you can proceed with this new installation.

4. If you are a renewing customer (you have version 1.5 or lower of Chargemaster Analyzer on your PC), you are asked if you want to UPDATE to this new version. Click **Yes** to continue your installation. Click **No** to exit the setup process.

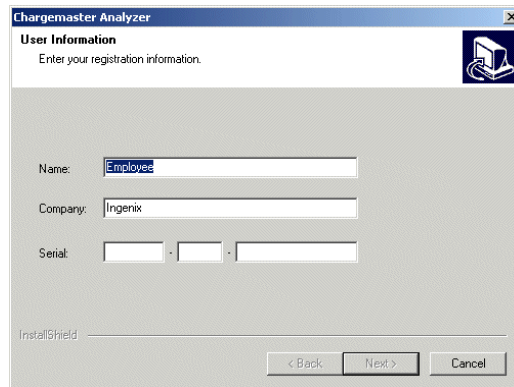
If you are a new customer, InstallShield skips this step and continues to step 5.



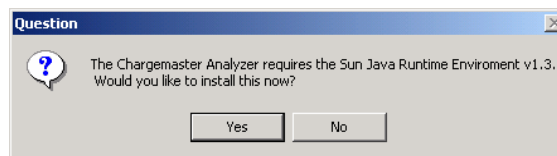
5. In the User Information dialog box, type your Name, Company and 15-digit serial number. You may click **Cancel** to quit the setup. Click **Next** to continue with the installation.

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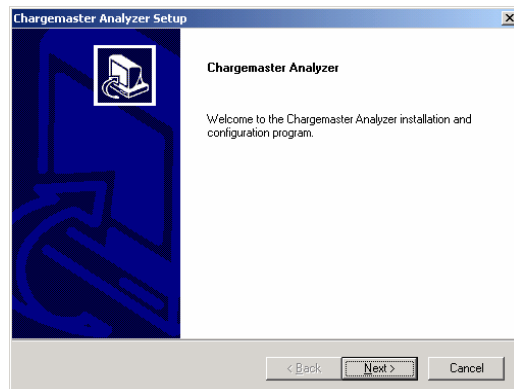
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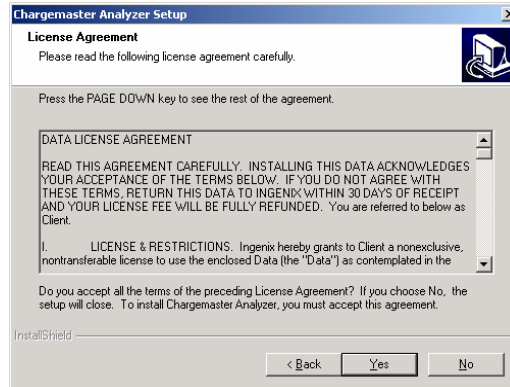
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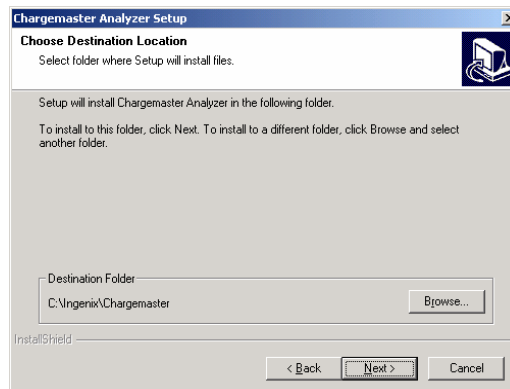
7. The Chargemaster Analyzer Welcome screen appears. You can click **Cancel** to quit. Click **Next** to continue with the installation.



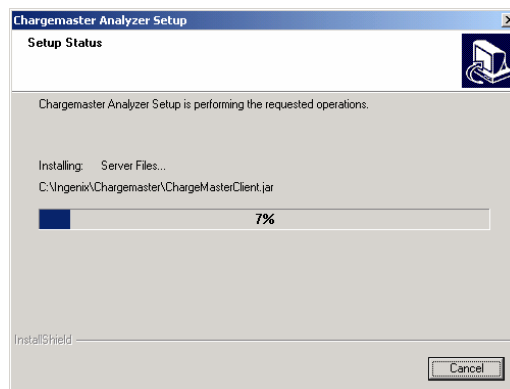
8. Ingenix recommends that you read the License Agreement. You can click **Back** to go to the previous screen. If you click **No** the installation is discontinued. Click **Yes** to proceed.



9. You can choose where you want this product to reside on your hard drive. You can use the default selection at c:\Ingenix, or you can use the Browse button to install it in a different location. You can click **Back** to go to the previous screen or **Cancel** to quit. Click **Next** to continue with the installation.



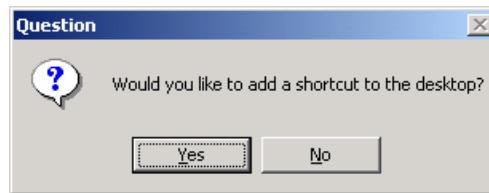
10. The operations are displayed along with a progress bar that represents the percentage completed. You can click the **Cancel** button at any time to exit the setup process.



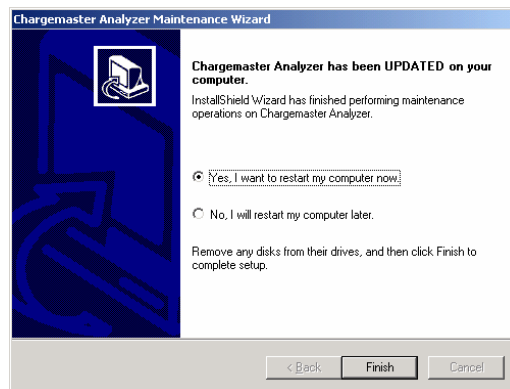
Note: If you encounter any "ReadOnly File Detected" messages, please accept them by clicking the **Yes** button. This only occurs for renewing customers.

11. If you are a new customer, you can add a shortcut for the product to your desktop. If you click **Yes**, the purchased application icon appears on your desktop for easy access to our product.

Renewing customers who are **UPDATING** from a previous version do not see this screen because InstallShield automatically replaces your old shortcut with your new shortcut.



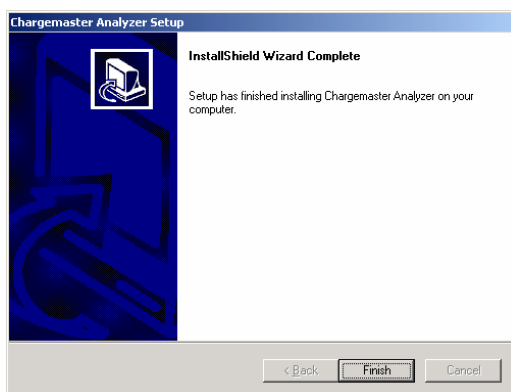
12. When the application has completed the installation, a notification dialog appears. InstallShield detects whether or not you need to restart your PC in order to apply system updates. You can restart your computer at this point (recommended) or later. You must restart your computer **before** you use the application. Click **Finish** to complete the installation. This screen differs slightly depending on whether you are a renewing customer or a new customer.



In some cases you are not required to restart at this point. If this is the case, you will receive the following screen rather than the one above.

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Contacting Client Services

If you are uncertain that the installation process was completed, please call Client Services at (800) 765-6797 before attempting to repeat the installation program.