

TOPS Pro 6.5 Software Install & Upgrade Instructions

The following instructions apply to new license installation (both stand-alone and network), demo installation and software upgrade.

Important Notes - Before beginning, please be advised of the following...

- If you are installing or upgrading a network license, please start the process from a client machine.
- **If you are unsure what kind of license you have, please call (972)739-8677 with your serial number (marked on the front of the CD) to verify.**
- Make sure you have full administrative rights* to install to your computer and on the network.
- You MUST contact TOPS via phone or email to complete the license setup. Please note that the permanent sales license setup will require MVP coverage or a onetime technical support agreement. If you are installing a demo, you can contact TOPS via phone or email for a demo activation code.
- With a valid TOPS sales license, you will find Purchase License Information (TOPS module, serial number and license format) on the CD cover. Have the serial number handy when you call in to setup the license. You can also find the serial number on the face of the CD or on the CD case.

*If you are unsure if you have administrative rights, please contact your IT department.

******* 6.50 Upgrade for Network License *******

- Before installing your network upgrade of TOPS 6.50, please take a moment to look at your current installation path on the server. If the path does not contain \TOPSAPPS\TOPSPRO\, please stop and call TOPS Technical Support before proceeding.

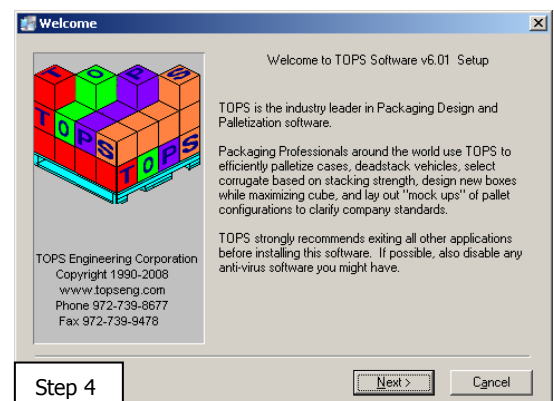
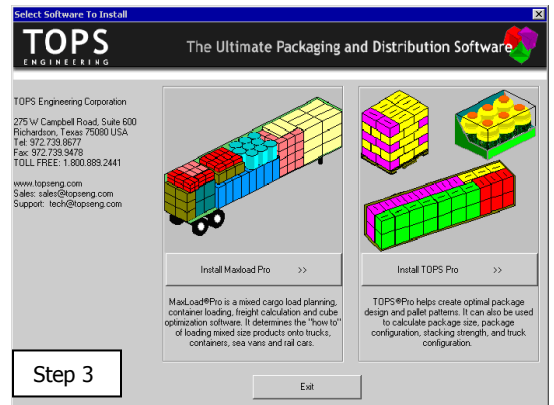
To begin...

1. Please close all applications.
2. Place the TOPS Pro CD in the CD drive of the machine. The software setup should run automatically. If this does not happen, click on the Windows Start button and select Run, type D:\SETUP and hit the Enter key on your keyboard (where D: is the CD drive). If your CD drive is designated with another alphabet like E or F, please change it accordingly.
3. A window will appear to prompt you for the software to be installed. Click on "Install TOPS Pro".
4. Installation will start with the TOPS Pro software welcome screen. Continue installation by clicking on the Next button.

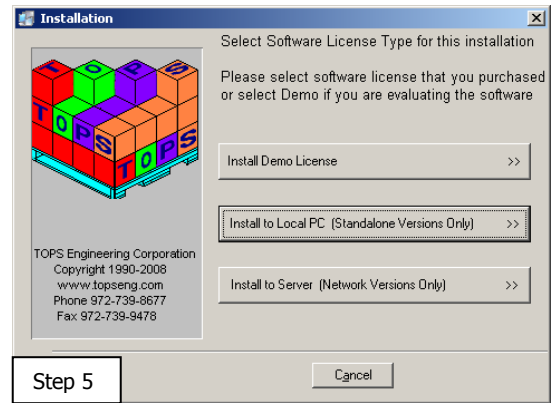
Installation

If you are unsure what kind of license you have, please call (972)739-8677 with your serial number available to verify.

5. At the Installation dialog box, select
 - **Demo License** – to install a free 30-day / 20-execution demo on your PC. You can start using the demo software after installation; there is not need to contact TOPS to setup the license.

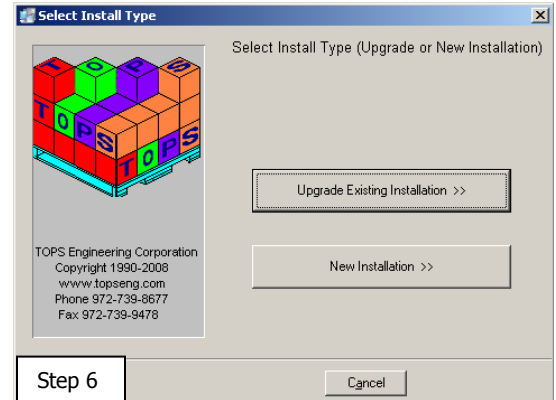


- **Install to Local PC** – to install the stand-alone TOPS Pro license you purchased (as marked on the CD cover). There can only be one single install for each stand-alone license.
- **Install to Server** – if your license is of network configuration (as indicated on the CD cover info). You should start installation from a client machine. If you are not, click the Cancel button and abort the setup process. Restart installation from a client machine that is connected to a server where TOPS is to be hosted.



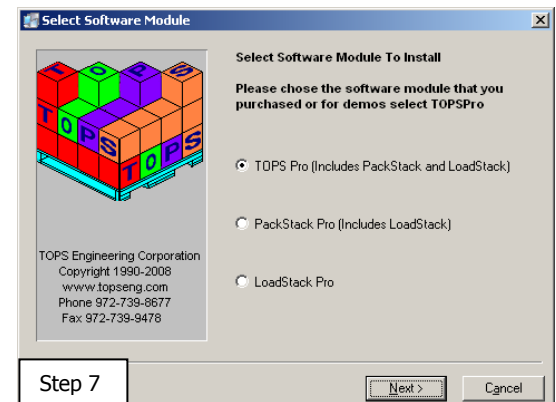
Installation Type

6. Specify if you are installing a new license or upgrading from an older version of TOPS.
 - **Upgrade Existing Installation** – click to install an upgrade; you will be prompted later whether to export existing data.
 - **New Installation** – click if this is a new installation.



Select Software Module

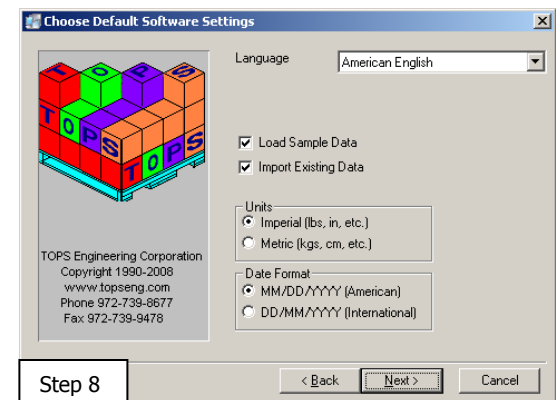
7. Based on the Purchase License Information on the CD cover, select the TOPS software module you've purchased for installation. For demo, you can select any module but only TOPS has all the functionalities.
 - **LoadStak Pro** – This is the simplest of the TOPS Pro modules. It provides pallet configurations based on the dimensions of your master shipcase and pallet restrictions. It supports “Shipcase to Pallet to Vehicle” design sequence plus Stacking Strength function.
 - **PackStak Pro** – This module includes all functions of LoadStak plus the capacity to design a new shipcase based around a primary pack specification.
 - **TOPS Pro** – Select this option to evaluate all TOPS functions including MixPro, MixTray and Create-A-Shape-Yourself (CASY).



Click on the Next button to continue.

Choose Default Software Settings

8. Check the appropriate boxes as desired and click on Next to continue. Keep American English during installation, you can always change it to your local language after installation is complete.



Common Component Location (Installation Folder)

9. Specify the location where TOPS 6.5 will be installed:

New License: It is recommended to use the default location to install TOPS Pro.

- **Stand-alone License** – Use the default folder of C:\Program Files\TOPSAPPS\
 - **Network License** – Click the Browse button to select the mapped drive of the server from the client machine.
- Note: After installation and successful license setup, run WANSETUP on each client machine to copy the necessary files to start TOPS Pro. See also the last page on the section Setup Client Machine on Network License.

TOPS Upgrade: If you are installing an upgrade, please specify the folder where the earlier version of TOPS Pro was installed. This folder should contain a \TOPSAPPS\TOPSPro\ structure. If not, please stop and contact TOPS tech support before proceeding. Click on the Next button to continue.

10. TOPS will confirm with the installation path. Click on Next to start installation.

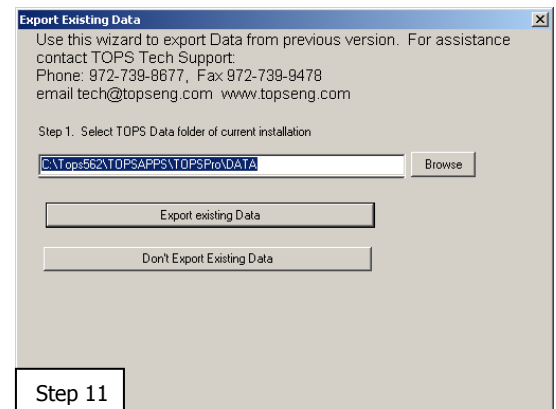
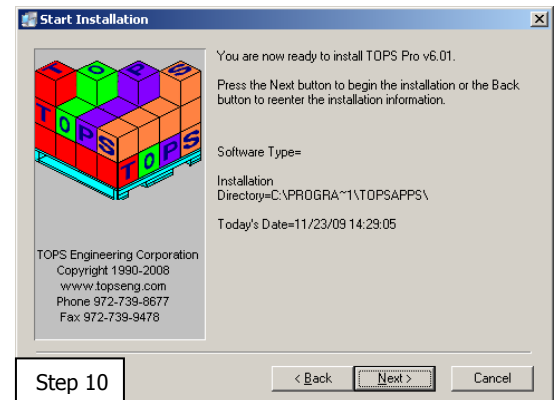
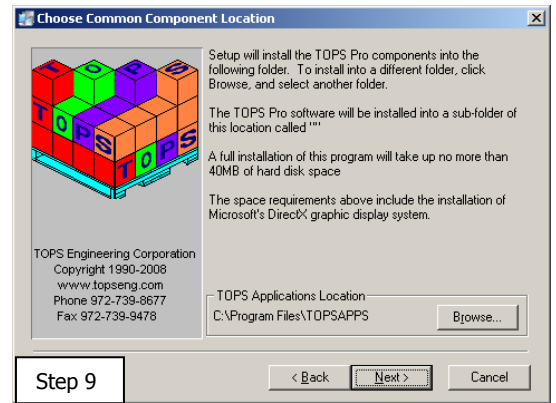
11. **TOPS Upgrade:** If this is an upgrade, you will be asked whether to export existing data to the new version.

Click “Export Existing Data” to export data to the current version of TOPS. Else, click the “Don’t Export Existing Data” button, and you then will have to email the data folder to TOPS in order to convert the data to be compatible with the current version.

You might run into messages asking whether to replace existing records, click on the Skip or Replace button accordingly as desired. You can also check the “Apply to all” option so all duplicate records will be handled in the same manner.

In some cases the Export Data option will not work if the version is earlier than the 6 series (v6.x). If this occurs, please select the “Don’t Export Existing Data” option and your DATA will have to be zipped to us for a manual conversion. If there are legal reasons your DATA cannot be sent to us for a manual conversion, then please contact our Tech Support for further instructions.

From this point on, you will see a series of dialog boxes indicating the progress of installation. When the process is complete, you will see the screen with the message “TOPS for Windows has been successfully installed”. At this time click Finish to exit TOPS setup.



Starting TOPS

Upon installation, TOPS Pro creates the required shortcuts for the software and places them on the Desktop and under Start | Programs | TOPS for Windows Apps Menu. You will need to run TOPS at this time to finish the License Setup process.



For **Demos**, there is nothing to setup. You can start using the program by clicking the TOPS Demo shortcut on the Desktop. This opens TOPS Login screen, select any user name and click the Login button. The demo will work for 30 days or 20 executions, whichever comes first. Note that each program “Open & Close” will be counted as one execution.



For **Sales** copy installation, starting TOPS Pro will open the Set TOPS License dialog box. You will need to contact TOPS at this time to setup/register your license before you can proceed further.

License Setup

When you start TOPS, the Set TOPS License dialog box appears. To setup the license, call TOPS at 972-739-8677 and ask for “New License Setup” and have the following information ready:

- **Company Name** – the company name that you’d like to appear in all reports from TOPS Pro
- **Serial Number** – the serial number on the CD cover or the front face of the CD, NOT the serial number in this dialog box.
- The **Key** from the Set TOPS License dialog box.

Note: Before your license is set, the License Information section will always display the default “Stand Alone” format for 1 user. This information will be updated accordingly after the license is set.

A screenshot of the 'Set TOPS License' dialog box. The window title is 'Set TOPS License'. It contains several input fields: 'Company Name' with the value 'TOPS Customer'; 'Serial Number' with five segments containing '0001007', '2001010', '0444333', '0624315', and '00'; 'Key' with the value '238867096-0U'; and 'Verification Code' which is empty. There are 'Apply' and 'Exit' buttons. Below these is a 'License Information' section with dropdown menus for 'Number of Users' (set to 1), 'Network / Standalone' (set to StandAlone), 'Functionality' (set to S - T), and 'Customization' (set to None). A message on the right side of the dialog reads: 'The program does not have a valid license. Status Code: 2247. Please contact TOPS Support to set license.'

When you receive the (1) Company Name, (2) Serial Number and (3) Verification Code from TOPS, please enter them EXACTLY as provided into the above dialog box click on the Apply button. If all information is entered correctly, you should see a message saying “License successfully set” and the License Information section will reflect the TOPS license module and format.

You are now ready to start using the TOPS Pro application!

Setup Client Machines for Network License

All users should have Full Control (read, write, modify and execute) access to the TOPSAPPS directory on the network. To perform a Client setup for TOPS, you must first verify the server install has completed.

1. Make sure you have administrative rights to the workstation you wish to set up the software on.
2. Permanently map a network drive from the client machine to the location on the server, where you installed TOPS Pro.
3. Browse across the mapped network drive to the TOPSPRO directory (you can browse using a UNC path if necessary). Run the **WANSETUP.EXE** file for both LAN (Local Area Network) install and WAN (Wide Area Network) installs.
4. WANSETUP will verify that there is a valid version of DirectX installed on the local PC; copy over all files needed to run the application and update the system registry; create a local TOPSPRO.INI file and place it in the Windows directory. It then creates the required shortcuts for the software and place those shortcuts on the desktop and under Start | Programs | TOPS for Windows Apps Menu.
5. When completed you should find a TOPS for Windows Apps group under Start, Programs. Here you will click on TOPS Pro (WAN) to access the application.
6. This can be done to as many machines as needed; the license limits users' access by concurrency.

NOTE: If you are installing you network license on **Citrix**, please contact our tech support for more details.

WAN and LAN Explained

A **LAN (Local Area Network)** install is a network install where the data and software files are stored on a shared server. Client machines then connect to the server through shortcuts and run all processing on the client side. When you run NETSETUP, TOPS will copy over the shortcuts, .INI file and all .DLL files needed for the software to run (it will also check to ensure you have the minimal version of DirectX). Once the install is done and you click a shortcut, the software will find the .INI file which tells it where to find its database and executables. These will then point across the mapped network drive (or UNC path) and the software will run, with the processing load being entirely on the client side.

A **WAN (Wide Area Network)** install differs from a LAN install by copying also all executables and support files to the local client. This way when the software runs, there is no lag in starting the executable file. The only lag then is in reading data from the server. The WAN setup can be used for customer having multiple locations in different cities, but wants to maintain a single database. (This may not work for all situations, depending on the customer's network bandwidth, it may be too slow). Another situation well suited for the WAN install is a slow LAN. If the LAN the customer is using is slow for some reason, they may use a WAN setup to speed up the responsiveness, even on the local network.