# U Wellspring

## Installation Notes

#### Moving PrintBoss to a Network Server

12 Sept 2011

These instructions work for the following scenarios:

- PrintBoss is installed on a local computer and needs to be moved to a network server.
- PrintBoss is on a network server and needs to be moved to a different network server.
- PrintBoss is on a network server and needs to be moved to a local computer.

The best choice for moving PrintBoss in is to <u>copy the entire existing PrntBoss folder from the current</u> <u>location to the new location</u>. This method retains all banks, custom forms, and settings. After PrntBoss is moved, run a <u>workstation install</u> for each computer that will use PrintBoss. (See the instructions below for detailed information.)

### COPY AN EXISTING PRNTBOSS FOLDER

- 1. Locate your PrntBoss folder.
  - a. Open the PrintBoss Master Application window.
  - b. Click on the **Help** menu and choose **About**.
  - c. Note the **Home Directories** location.

bout PrintBoss	E	
BOSS Copyright (c) 19962011	Check for PrintBoss Updates Online	
Version Info PB32.EXE Version 5.71.0 09/06 SDE 7.0.13.0, Apollo VCL 7.0.13.0, 2 PBoss1.DRV : PBNT2.dll : PB50ui64.dll: 11/1/2010 9:46:21 AM		
License         License Date       : 02/15/2012 (Installed : 06/19/2007)         License File       : PmtBoss.Lic         Eval End Date       : 07/19/2007         Company       : Wellspring Software, Inc.         Site Location       : Manchester         Serial No       : 700018 Ent         Contact       : Paula Manker         Contact Email       :		
Directories EXE : C:\PrntBoss\pb32.exe Home : C:\PrntBoss	]	
Accounting Hosts: Abra SQL ACCPAC Advantage Series Peachtree for Windows		
Wellspring Software, Inc. 445 Sovereign Court Manchester, MO 63011 (636) 527-6100		
OrigMem: 540852 Increase: 57556	OK 232 List Current Users	

- 2. Open Windows Explorer and locate the **PrntBoss** folder (Home Directory).
- 3. Right-click on the **PrntBoss** folder and select **Copy**.

Folders		×	Name 🔺	
= 🗀	PrntBoss		Archive 🔁	
	Archive	Collapse		
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Deposits Doc EMail Fax Forms Forms_c Forms_c		inamp's Bookmark list in Winamp inamp	
HANDCH HANDCH Logos NT40a ht40porl – PosPay	Sharing and Security Scan with AVG			
	Send To	)		
	Cut			
Œ	🚞 ReqList 📘	Сору		
🚞 ReqLists	Paste			
	🚞 sam_dat 🛅 Samples 🛅 Samples –	Delete Rename		
	Samples	Propertie:	5	

- 4. Browse to the new location where you want to move PrintBoss.
- 5. Right-click on the network or local drive and select **Paste.** You may copy PrintBoss to a mapped drive or a UNC (i.e. <u>\MyServer\Acc\PrntBoss</u>).

	Expand
± 🭅	Explore
🗉 🧰	Open
H 🚞	Search
🗉 🫅	Scan with AVG
🕀 🔂 🔛	Disconnect
🥑 Rec	Сору
🚯 Sha	Paste
	Rename
	Properties

The PrntBoss folder should now appear on the server. Once PrintBoss has been copied to the new location, continue with the following instructions to perform a **workstation install**.

#### **WORKSTATION INSTALL**

Once the PrntBoss folder is on the server, run a workstation install from each computer that will use PrintBoss. This needs to be done if PrintBoss was moved to a local computer as well.

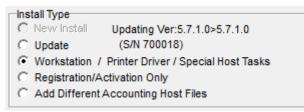
1. From the workstation, browse to the PrntBoss folder in its new location and double-click on the **setup.exe** file (sometimes called **setup**). This will open the first in a series of installation windows.

PrintBoss : Setup / Update / Registration		
PrintBoss 5.7		
Destination Selection v5-A		
ASP Install Mode (Special Cases Only)		
Host Accounting System		
ACCPAC ERP & Advantage Series		
Install "Programs\PrintBoss\ <lcons>" for</lcons>		
All Users Cancel		

- 2. Select or verify the correct Host Accounting System at the top of the window.
- 3. Click on the browse button to navigate to the new location for PrntBoss in the **PrintBoss Home Directory** field.

PrintBoss Home Directory	
? C:\PrntBoss	

4. Select Workstation / Printer Driver / Special Host Tasks for the Install Type.



- 5. Click Next. Several install screens will flash by. The final screen is Setup Complete.
- 6. Verify Local and User Registry is displayed in the PrintBoss Settings Saved In: field.

PrintBoss Settings Saved In: Cocal and User Registry

7. Install PrintBoss Printer Driver on Finish should also be checked.

Install Printer Driver

- 8. Select the check boxes to update shortcuts.
  - ✓ Update "Desktop" icons calling PB32.exe
  - ✓ Update "Quick Launch" icons calling PB32.exe
- 9. Click Finish. You should receive the message: PrintBoss has been installed successfully.
- 10. Click **OK**.

#### SETUP PRINTBOSS ON THE WORK STATION

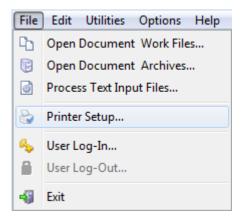
1. Open PrintBoss from the Start menu by selecting All Programs/PrintBoss/PB32 Program.

	m PrintBoss	×	ACCPAC Advantage Series
	m Real	×	🍘 Pb32 Help
	🛅 Realtek Sound Manager	E.	PB32 Program
	🔔 Remote Assistance	Í	
	🛅 Roxio Easy CD Creator 5	×	
	🛅 Startup	×	
	🕑 Windows Media Player		
All Programs 🖒	🔏 Windows Messenger		
	Log Off 🧿 Turn Off Computer		
start			

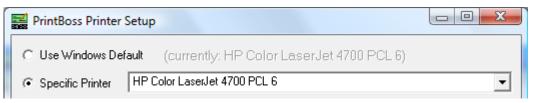
2. The PrintBoss Master Application window appears.

PrintBoss 5 Ma	aster Application		
File Edit Utilities Options	Help		
Po 🕫 🙆   🗞    🗉	1 💊 🕼	1	
Enterprise (	Edition	Site Company Serial No. Operator	:Manchester :Wellspring Software, Inc. :700018 Ent (Lic) :WinUser-WS47
Capturing Status			
Batch Date	Time		Count
Trigger Name	Form		Bank
Message			

3. Verify the check printer by clicking on the PrintBoss File menu and selecting Printer Setup.



4. The **PrintBoss Printer Setup** window appears. Choose a default check printer for PrintBoss (i.e., HP LaserJet).



5. Click **OK** to save your changes.

**Note:** The recommended setting for Terminal Services is to set the Windows Default printer to the check printer and set PrintBoss to **Use Windows Default**.

6. Verify the recommended setup for multi-user situations on a network clicking the **Options** menu and selecting **Configuration**.

Private Folder Names	Set Globally 🔽
Work Files	Archive Files
{WinUserName}	{WinUserName}
Allow temporary folder change when browsing work file.	Allow temporary folder change when browsing archive.

- 7. Select **Set Globally** and set the **Work Files** and **Archives Files Private Folder Names** to {WinUserName}.
- 8. Click OK to save settings.

The workstation install is now complete.

**NOTE:** You do not have to repeat Steps 6 - 8 when performing future workstation installs. This selection is a global setting that affects all users.

\*\*\*Be sure to run a workstation install from each computer that will use PrintBoss on the network. \*\*\*

#### After the workstation installs are completed:

Return to the original PrntBoss folder and rename it to **OldPrntBoss**. This will prevent any confusion between the two folders. After you are sure the folder was copied correctly, the OldPrntBoss folder may be deleted.