

Installing the ISCR FTP Program

(RMCDS Configuration)

This document was last modified December 11, 2019

These instructions tell you how to download and install the Indiana State Cancer Registry (ISCR) FTP Program from the Indiana State Health Department Web site. These instructions are only for facilities that use Rocky Mountain Cancer Data Systems (RMCDS) software. If you don't use RMCDS, do not try to install this software. Instead contact ISCR. Contact information appears at the end of these instructions.

You will need a password and a facility list file in order to install this software. To obtain the password and the file, contact ISCR. Contact information appears at the end of these instructions.

Administrative privileges are not required to install this software. If you are able to run the RMCDS software updates, you will be able to install this software, since it integrates into RMCDS.

Brief Instructions

Installing is fairly straightforward. Just follow these simple instructions. You can refer to the detailed instructions if you need more information for any step.

1. Go to <https://www.in.gov/isdh/25235.htm> in your browser.
2. Click the **Download** link for the RMCDS configuration.
3. Click the **Run** button in any dialogs that are displayed.
4. Provide a path to extract the files and click the **Extract** button.
Note: Remember this path as you will need to go to this folder to complete the next steps.
5. When prompted, enter the password.
6. Open the **Mfiles** folder in the extracted **ISCR FTP RMCDS** folder, copy **custom.men** and paste it into the **Mfiles** folder in your main RMCDS folder (folder name most likely will be **rmc2018**).
7. Go back to the extracted **ISCR FTP RMCDS** folder and find and run the **Setup.exe** file.
8. Enter the pathname of the facility list file you received from ISCR and click the **Next** button.
9. Enter the pathname of the RMCDS **Programs** directory and click the **Next** button.
10. Change the transport options, if desired, and click the **Next** button.
11. Review the installation options and click the **Install** button.
12. Open Rocky, go to **File > Software Updates** and then Update the latest State Edits from the option – “**Update STATE specific edits for your state**” and click on Run.

Detailed Instructions

Each step in the brief instructions has a corresponding step in this section giving more details about how to perform that step.

1. If you opened this document by clicking the **Installation Instructions** link, then you're already at the Web page (but in a different window or a different tab of the same window) and you're done with this step. If you opened a saved copy of this document, click on this link: <https://www.in.gov/isdh/25235.htm> to go to the Web page. Otherwise open your browser, type the link in the address bar, and press Enter.
2. On the Web page you opened in Step 1, click the **Download** link for the RMCDS configuration. This link is in the table in the row labeled **RMCDS** and the column labeled **Files**.
3. If you see the *Security Warning* dialog shown in Figure 1a, click the **Run** button. Depending on your browser, the dialog may look very different. The important thing is to choose to run the file rather than save it.

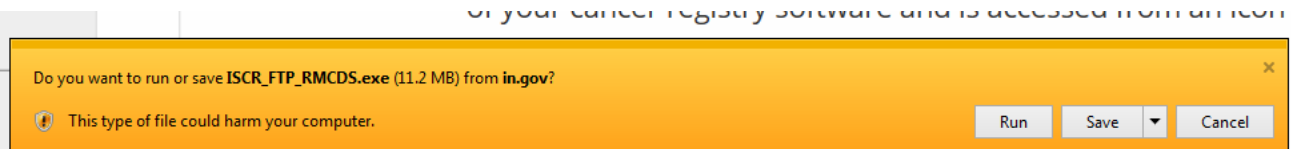


Figure 1a: Security Warning Dialog

If you see the *Additional Securing Warning* dialog shown in Figure 1b, click **Run** button.



Figure 2b: Additional Security Warning Dialog

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- In the *Self-Extractor* window shown in Figure 2, provide a path for extracting the contents of the exe file and click the **Extract** button.
Note: Remember this path as you will need to go to this folder to complete the next steps.

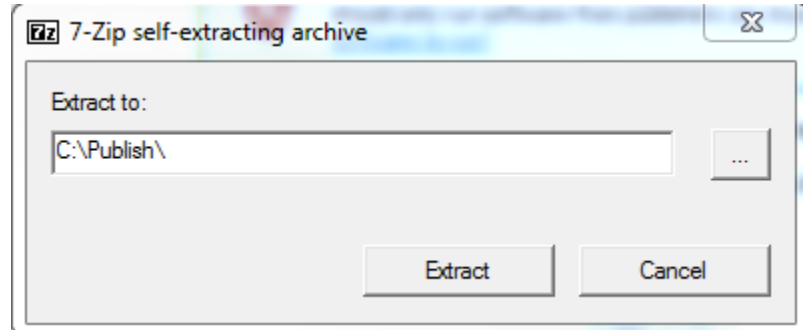


Figure 2: FTP Self-Extractor Window

- In the *Self-Extractor Password* window shown in Figure , type the password you obtained from ISCR and click the **OK** button.

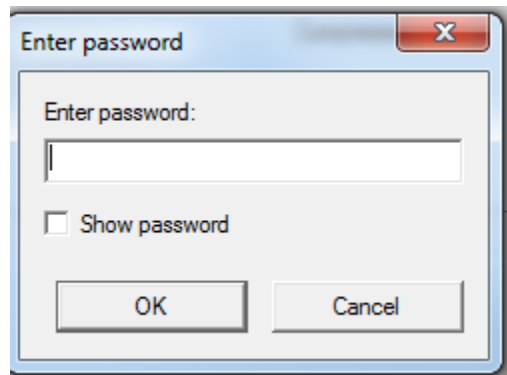


Figure 3: Password Prompt

- In File Explorer, go to the extracted **ISCR FTP RMCDS** folder shown in Figure 4, which will be in the path you provided in Step 4.

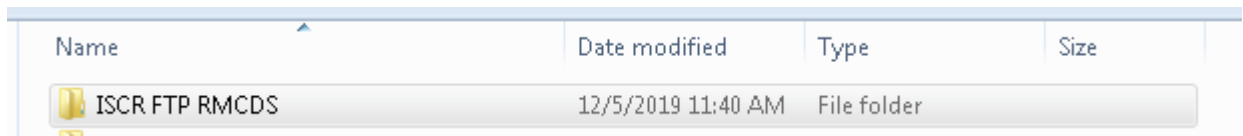


Figure 4: Extracted ISCR FTP RMCDS folder

Open the **ISCR FTP RMCDS** folder and go to the **Mfiles** folder shown in Figure 5.

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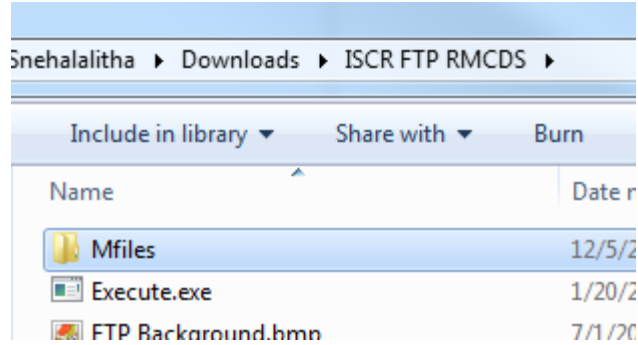


Figure 5: Mfiles Folder in ISCR FTP RMCDS Folder

Open the **Mfiles** and copy the **custom.men** file shown in Figure 6.

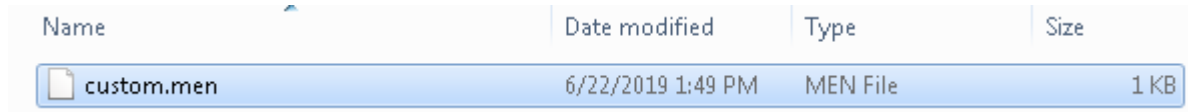


Figure 6: Custom.men File

Paste this file in the **Mfiles** folder in your main RMCDS folder (folder name most likely will be **rmc2018**) shown in Figure 7.

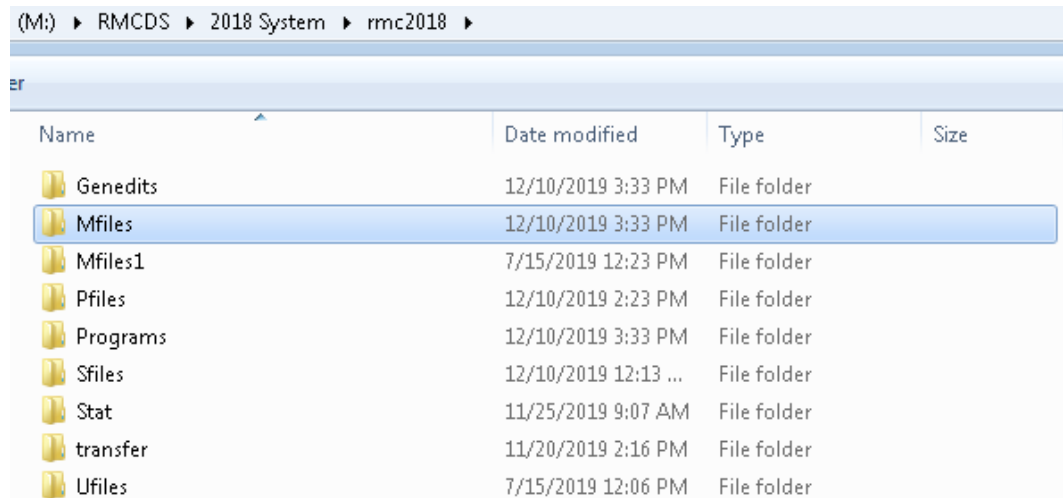
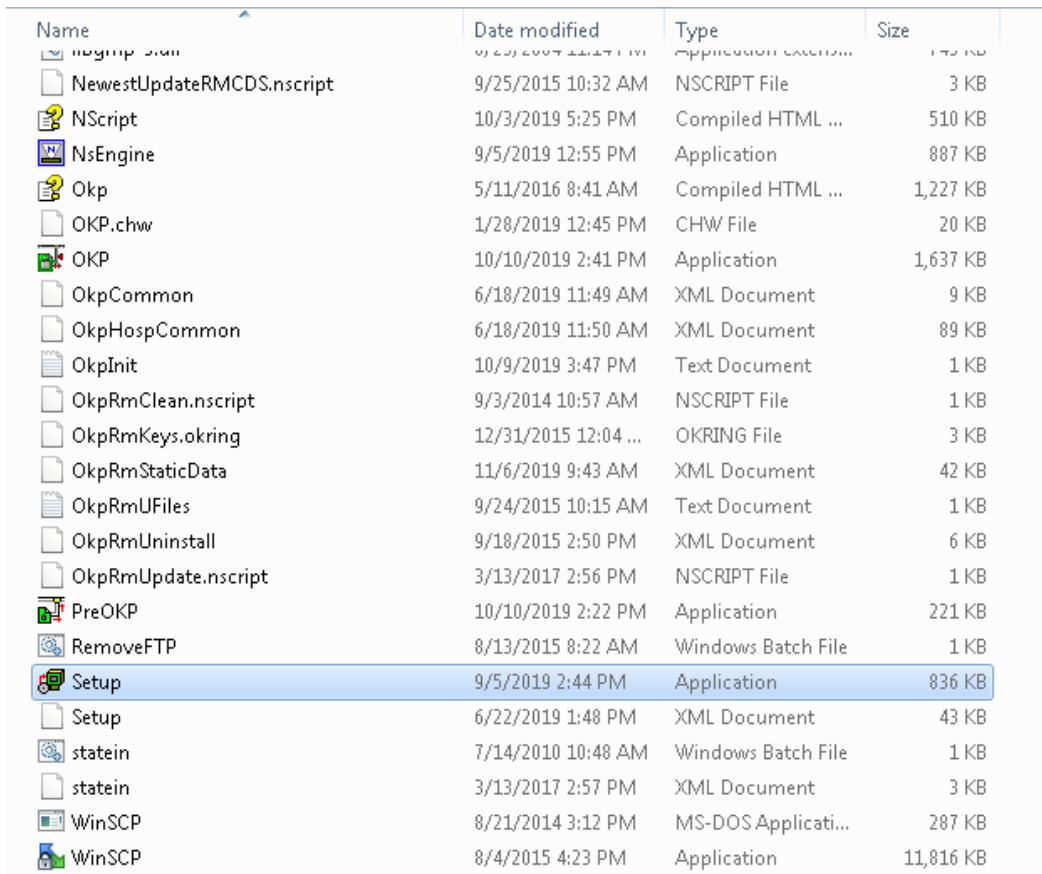


Figure 7: Mfiles Folder in RMCDS Folder

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- Go back to the extracted **ISCR FTP RMCDS** (refer to Step 6 if necessary) and find the **Setup** application file shown in Figure 8. Double click on the file name to run it.



Name	Date modified	Type	Size
nsgrp.exe	9/25/2017 11:27 AM	Application Extension	145 KB
NewestUpdateRMCDS.nscript	9/25/2015 10:32 AM	NSCRIPT File	3 KB
NScript	10/3/2019 5:25 PM	Compiled HTML ...	510 KB
NsEngine	9/5/2019 12:55 PM	Application	887 KB
Okp	5/11/2016 8:41 AM	Compiled HTML ...	1,227 KB
OKP.chw	1/28/2019 12:45 PM	CHW File	20 KB
OKP	10/10/2019 2:41 PM	Application	1,637 KB
OkpCommon	6/18/2019 11:49 AM	XML Document	9 KB
OkpHospCommon	6/18/2019 11:50 AM	XML Document	89 KB
OkpInit	10/9/2019 3:47 PM	Text Document	1 KB
OkpRmClean.nscript	9/3/2014 10:57 AM	NSCRIPT File	1 KB
OkpRmKeys.okring	12/31/2015 12:04 ...	OKRING File	3 KB
OkpRmStaticData	11/6/2019 9:43 AM	XML Document	42 KB
OkpRmUFiles	9/24/2015 10:15 AM	Text Document	1 KB
OkpRmUninstall	9/18/2015 2:50 PM	XML Document	6 KB
OkpRmUpdate.nscript	3/13/2017 2:56 PM	NSCRIPT File	1 KB
PreOKP	10/10/2019 2:22 PM	Application	221 KB
RemoveFTP	8/13/2015 8:22 AM	Windows Batch File	1 KB
Setup	9/5/2019 2:44 PM	Application	836 KB
Setup	6/22/2019 1:48 PM	XML Document	43 KB
statein	7/14/2010 10:48 AM	Windows Batch File	1 KB
statein	3/13/2017 2:57 PM	XML Document	3 KB
WinSCP	8/21/2014 3:12 PM	MS-DOS Applicati...	287 KB
WinSCP	8/4/2015 4:23 PM	Application	11,816 KB

Figure 8: Setup File

Installing the ISCR FTP Program (RMCDS Configuration)

On Page 1 of the *Install FTP Program* window shown in Figure 9, enter the pathname of the facility list file you received from ISCR or click the **Browse** button to select it. Then click the **Next** button.



Figure 9: Install FTP Program Window, Page 1

- On Page 2 of the *Install FTP Program* window shown in Figure , enter the path of the **RMCDS Programs** folder or click the **Browse** button to select it. Then click the **Next** button.



Figure 10: Install FTP Program Window, Page 2

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The path of the **RMCDS Programs** folder can be found near the bottom of the main RMCDS window as shown in Figure .

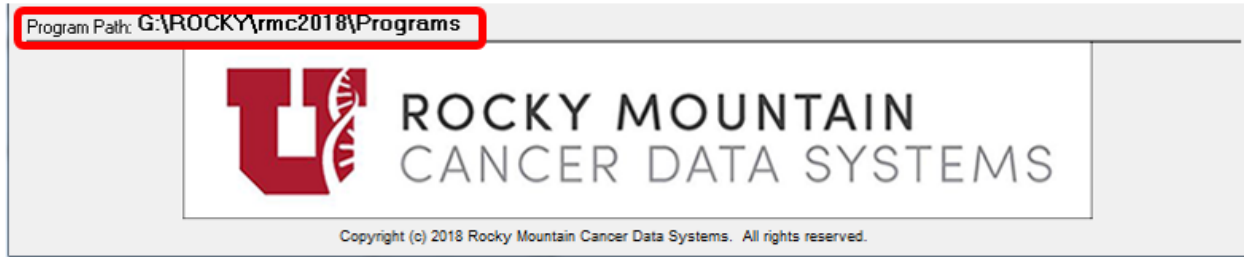


Figure 11: RMCDS Program Path

9. On Page 3 of the *Install FTP Program* window shown in Figure 13, select the transport methods to use when the program communicates with ISCR and which should be used first. If the program is unable to succeed with the first method, the other checked method(s) will be used. Regardless of the transportation method used, confidential data is always encrypted before being submitted to ISCR.

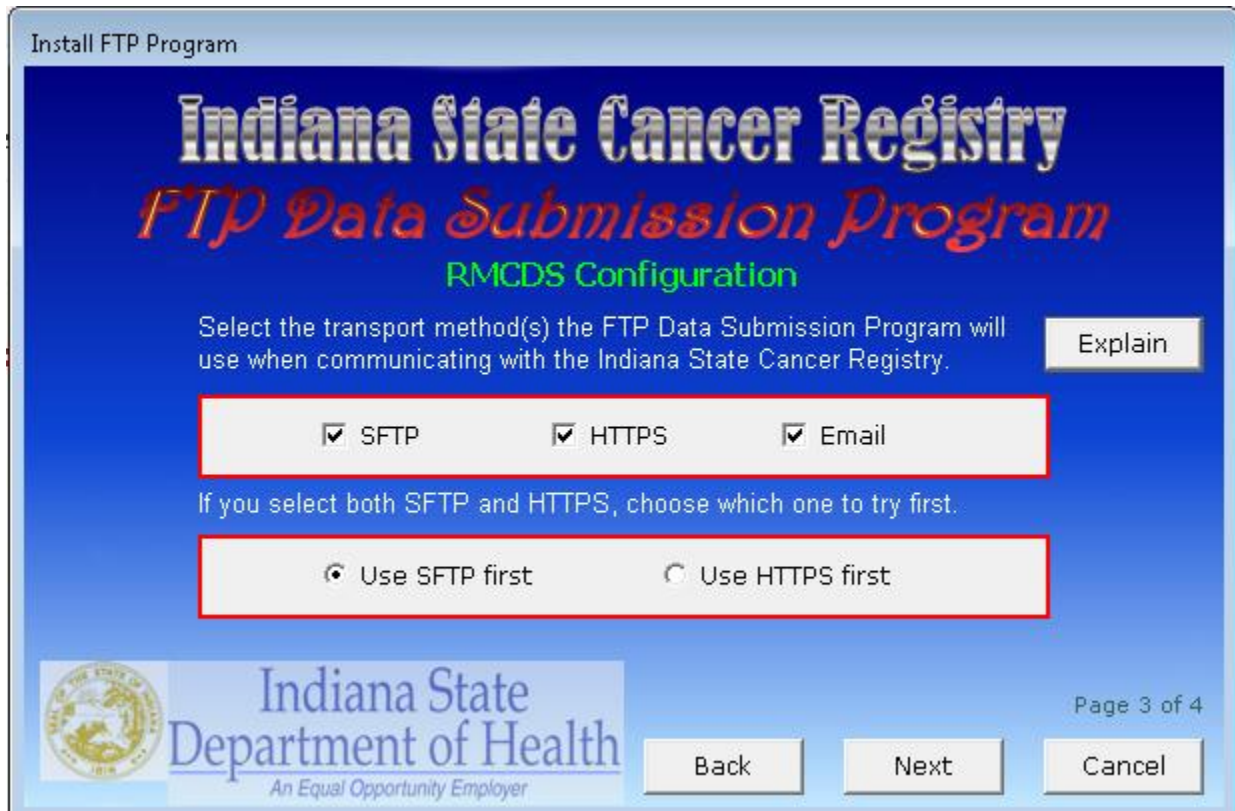


Figure 13: Install FTP Program Window, Page 3

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10. On Page 4 of the *Install FTP Program* window shown in Figure 14, review the options you selected in the previous pages. Click the **Back** button to make any changes. Once you're satisfied with the selected options, click the **Install** button to begin the installation.

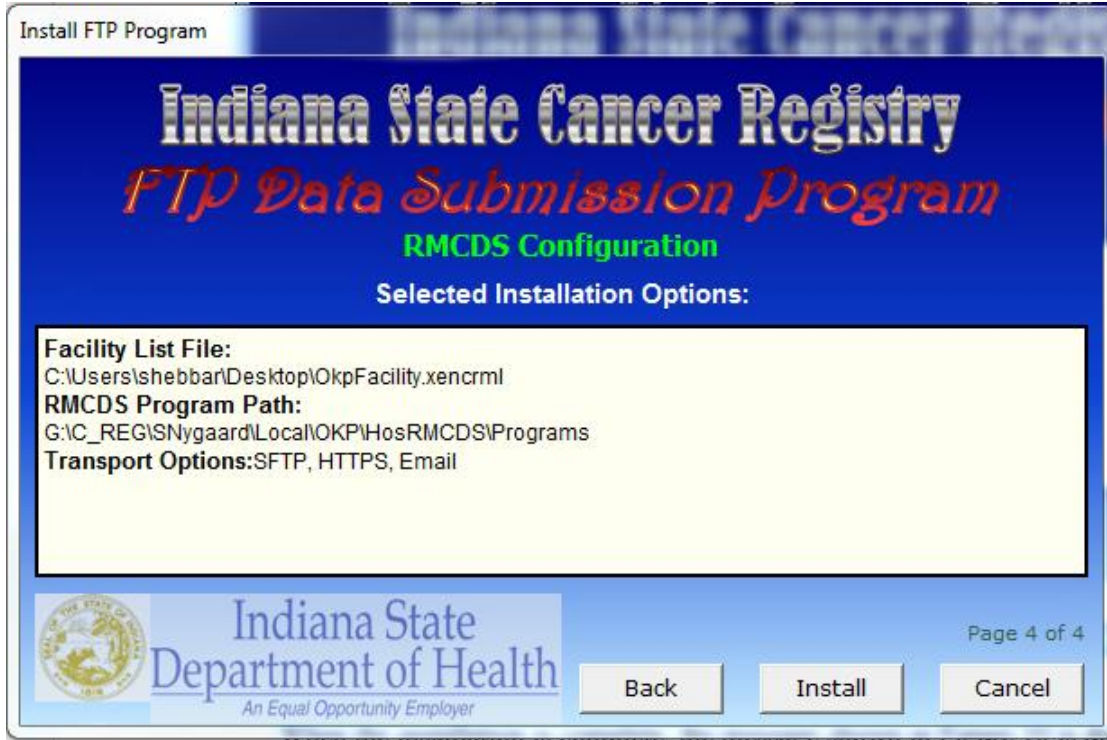


Figure 14: Install FTP Program Window, Page 4

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When the installation is complete, the message shown in Figure 15 is displayed. Click the **Finish** button to close the installer.



Figure 15: Setup Complete Message

13. Open Rocky, go to **File > Software Updates** as per Figure 15.

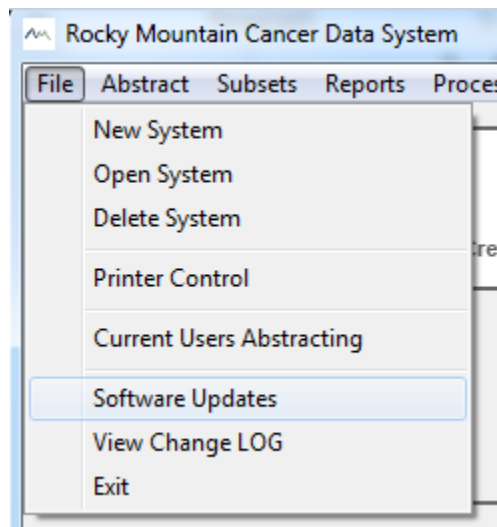


Figure 15: Software Updates

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Then Update the latest State Edits from the option – “Update STATE specific edits for your state” according to Figure 16. Click on Run.

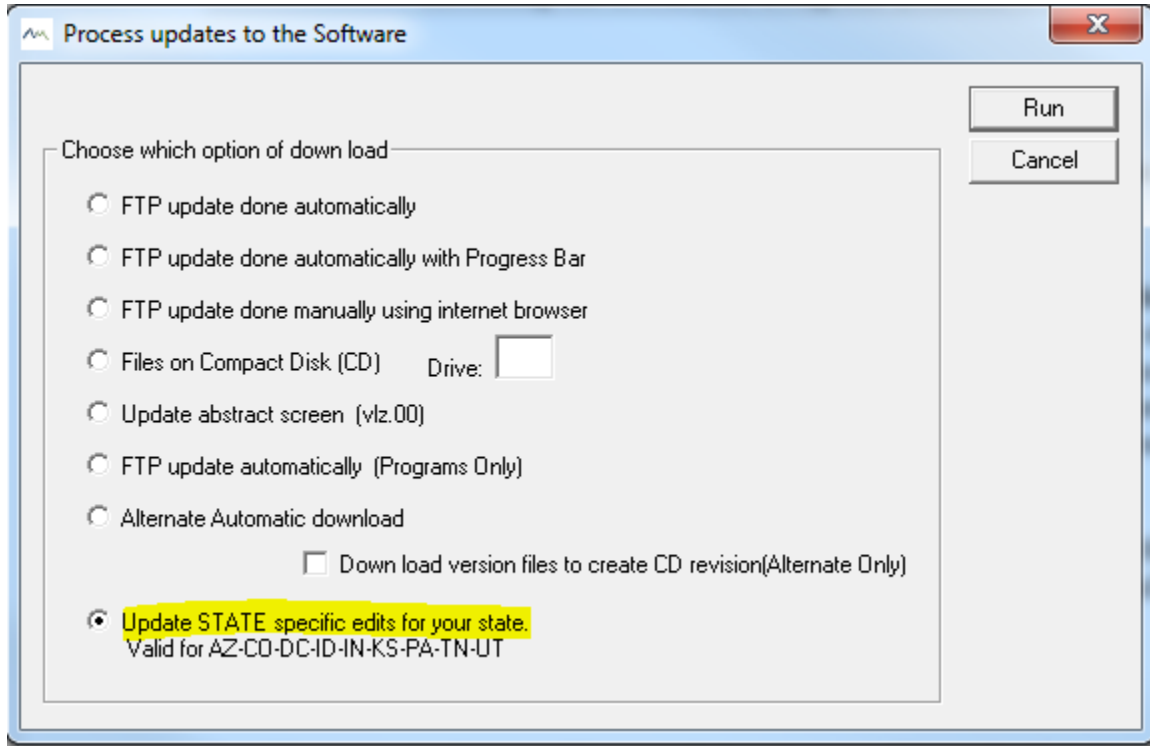


Figure 16: Process Updates screen

Contact Information

If you have any problems or questions, please contact the following person at the Indiana State Cancer Registry for technical assistance.

Name
Sneha Hebbar

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317-234-2561

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