

Installing the ISCR FTP Program

(Standard Configuration)

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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 for facilities that use any cancer registry software except Rocky Mountain Cancer Data Systems (RMCDS). If you use RMCDS, do not try to install this software. Instead contact ISCR. Contact information appears at the end of these instructions.

Administrative privileges may be required to install this software. If you do not have administrative rights on your computer, contact your helpdesk to have the appropriate person install this software for you. In any event, be sure to follow your facility's policies on installing new software.

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.

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. If you're not already there, go to <https://www.in.gov/isdh/25235.htm> in your browser.
2. Under ISCR Software, click the **Download** link for the standard configuration.
3. Click the **Run** button in any dialogs or prompts 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. Go to the extracted **ISCR FTP Std** folder where the files were extracted and find and run the **Setup.exe** file.
7. Enter the pathname of the facility list file you received from ISCR and click the **Next** button.
8. Change the installation location, if desired, and click the **Next** button.
9. Change the shortcut and user options, if desired, 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. Give full permissions to the appropriate users on the installation folder.

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 (or copy and paste) the link in the address bar, and press Enter.
2. On the Web page you opened in Step 1, under ISCR Software, click the **Download** link for the Standard configuration. This link is in the table in the row labeled **Standard** and the column labeled **Download**.
3. If you see the *Security Warning* dialog shown in Figure 1, 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.

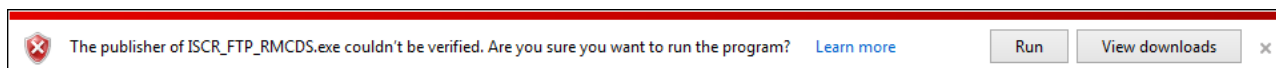


Figure 2b: Additional Security Warning Dialog

Installing the ISCR FTP Program (Standard Configuration)

4. 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.

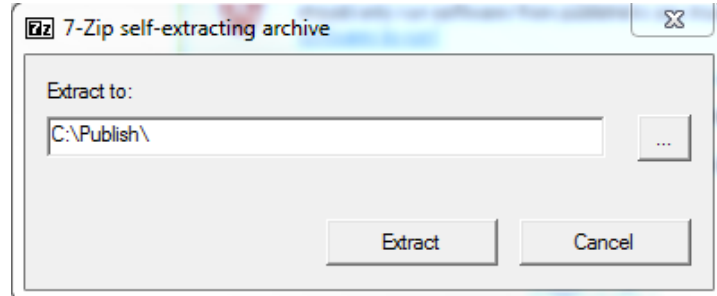


Figure 2: FTP Self-Extractor Window

5. In the *Self-Extractor Password* window shown in Figure 3, type the password you obtained from ISCR and click the **OK** button.

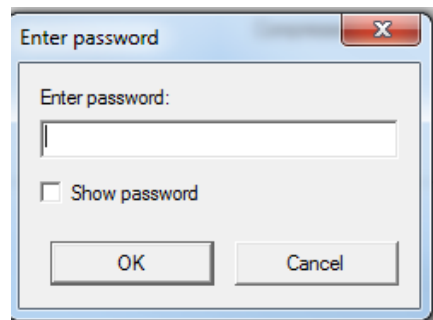


Figure 3: Password Prompt

6. In the File Explorer, go the extracted folder **ISCR FTP Std** and find the **Setup** application file shown in Figure 4a or 4b. Double click on the file name to run it.





 PreOKP.exe	10/10/2019 1:22 PM	Application
 Setup.exe	9/5/2019 1:44 PM	Application
 Setup.xml	9/25/2015 11:52 AM	XML File
 StandardStaticData.xml	11/13/2019 12:08 ...	XML File

Figure 4a: Setup file

Installing the ISCR FTP Program (Standard Configuration)

PreOKP	10/10/2019 1:22 PM	Application
Setup	9/5/2019 1:44 PM	Application
Setup	9/25/2015 11:52 AM	XML File
StandardStaticData	11/13/2019 12:08 ...	XML File

Figure 4b: Setup file

7. In Page 1 of the *Install FTP Program* window shown in **Figure 3**, 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 3: Install FTP Program Window, Page 1

Installing the ISCR FTP Program (Standard Configuration)

In Page 2 of the *Install FTP Program* window shown in Figure 4, change the installation location, if desired. This location must be a folder that already exists. It will be the parent of the folder named in the second text box, which is where the program will be installed.

Install FTP Program

Indiana State Cancer Registry

FTP Data Submission Program

Standard Configuration

Select an existing folder as the location where a subfolder will be created (if necessary) to install the FTP Data Submission Program. Then enter a name for this subfolder.

Location:

Name: (This subfolder is created if necessary)

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Page 2 of 5

Figure 4: Install FTP Program Window, Page 2

Installing the ISCR FTP Program (Standard Configuration)

8. In Page 3 of the *Install FTP Program* window shown in Figure 5, uncheck the box if you don't want a shortcut created on the user's desktop. A shortcut will always be created in the Start menu.

By default the program is installed for anyone who uses the computer. To install the program only for the current user, check the second radio button.



Figure 5: Install FTP Program Window, Page 3

Installing the ISCR FTP Program (Standard Configuration)

9. In Page 4 of the *Install FTP Program* window shown in Figure 6, select the transport methods to use when the program communicates with ISCR. Regardless of the transportation method used, confidential data is always encrypted before being transferred.



Figure 6: Install FTP Program Window, Page 4

Installing the ISCR FTP Program (Standard Configuration)

10. In Page 5 of the *Install FTP Program* window shown in Figure 7, 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.

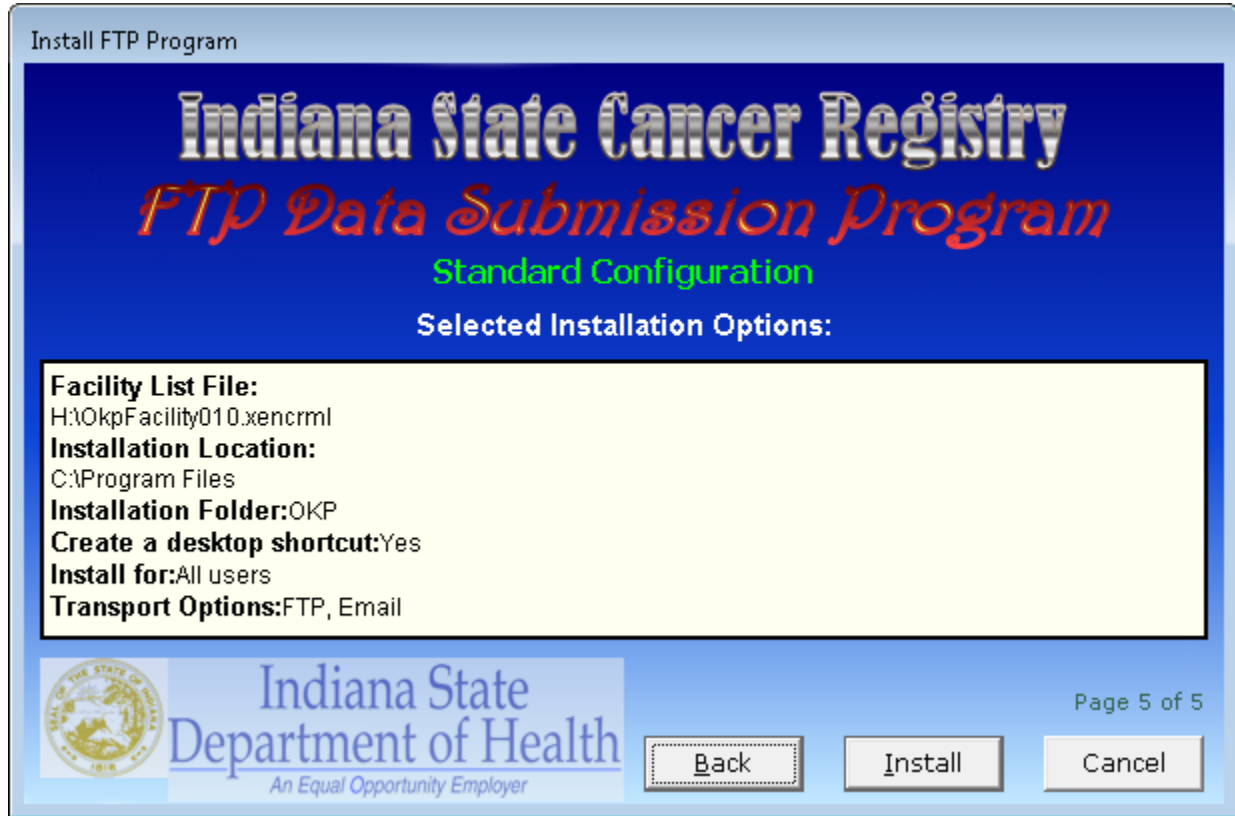


Figure 7: Install FTP Program Window, Page 5

Installing the ISCR FTP Program (Standard Configuration)

11. When the installation is complete, the message shown in Figure 8 is displayed. Click the **Finish** button to close the installer.

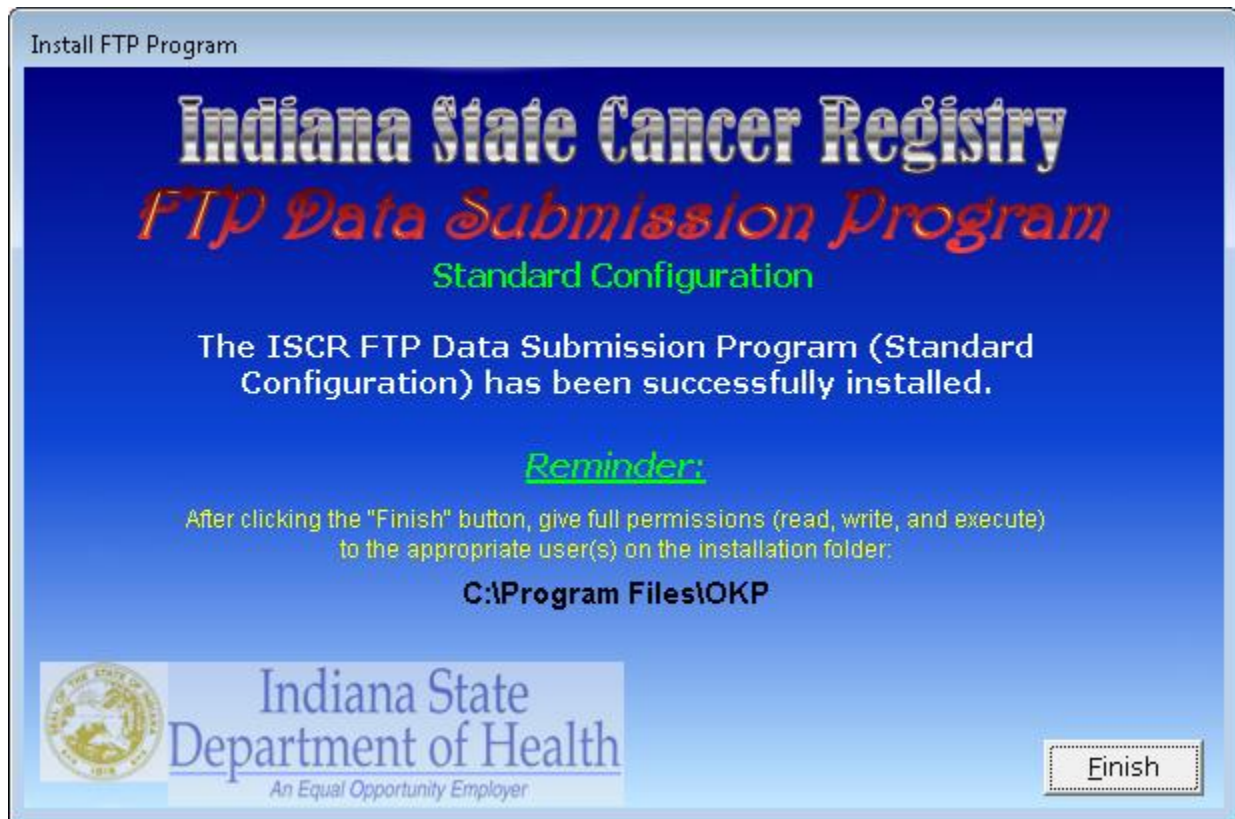


Figure 8: Setup Complete Message

12. Give full permissions (read, write, and execute) to the appropriate users on the folder where the program is installed.

Contact Information

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

<u>Name</u>	<u>Phone</u>	<u>E-mail</u>
Sneha Hebbar	317-234-2561	shebbbar@isdh.in.gov