



Data Tec Software and Networking Support

Data Tec Help:

At Data Tec we are glad to assist qualified network technicians in setting up your in-office network. Please have your technician read this document in detail, then call us with any questions they might have. We do not do networking over the telephone nor do we educate non-technicians on how to do Networking.

In addition, your technician can also call us and schedule our assistance during an installation ahead of time. This assistance must be pre-scheduled during our core business hours 9:00 AM to 4:00 PM Central Time (our offices close at 5:00 PM)

You need a qualified network technician:

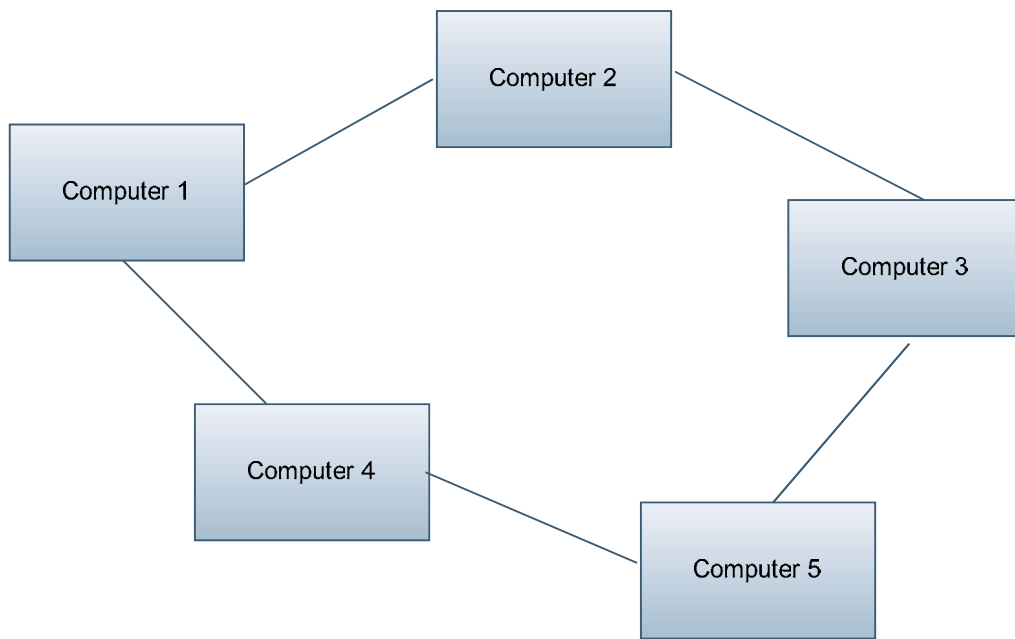
We don't provide direct networking or network administration support. Again, you need to use your own local hardware/network support person. As an option you can pay for networking telephone support by calling 1 888 274-4335 or refer to their web site at www.geeksbyminute.com

Important Notes for network technicians:

Read the entire document before you begin installing or networking Data Tec Software.

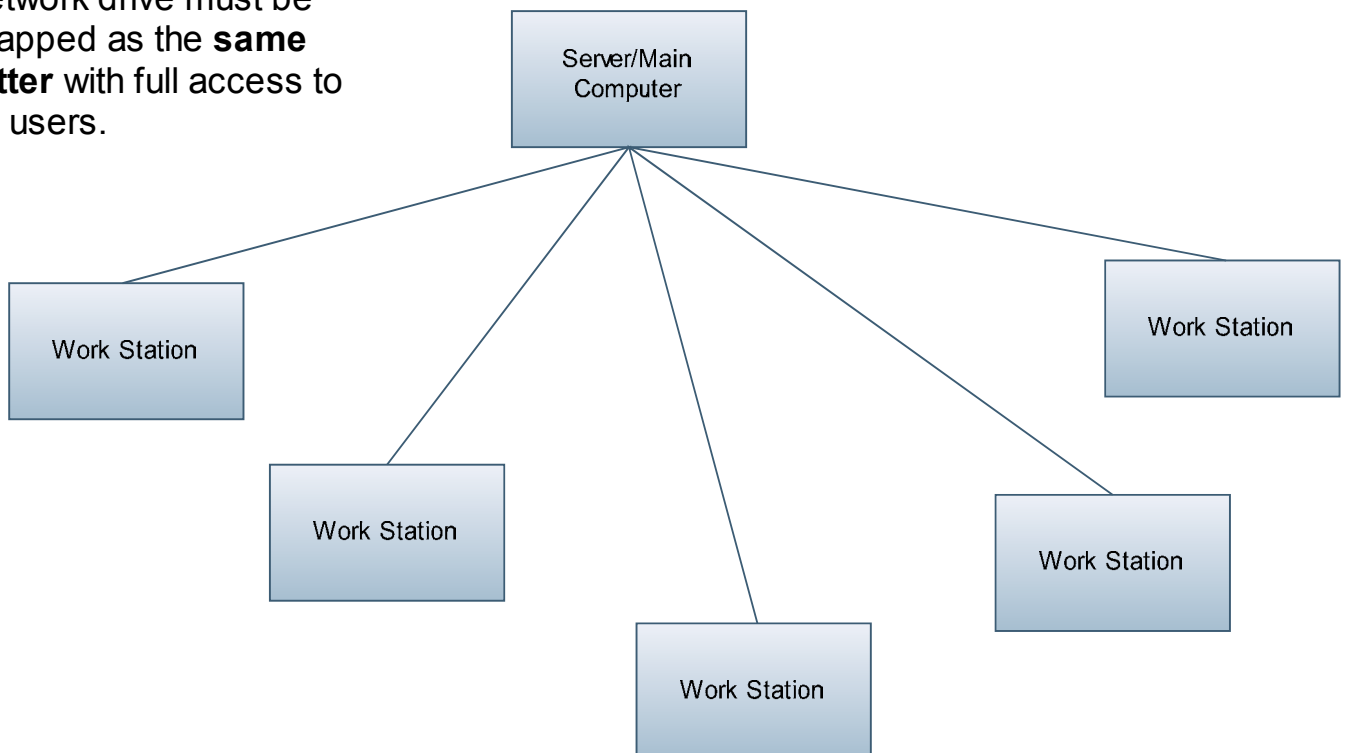
1. Data Tec software is designed where:
all computers must use the same drive letter to access our data.
This includes the Main or Server computer.
For example: if your network is referring to drive H: for EasyDent, you must use drive H: at all the computers.
2. You can set up Data Tec Software in 2 basic configurations.
 - A. Peer to Peer
 - B. Client/Server
3. You must read, understand and follow the specific instructions for each type of Installation.

Peer to Peer Network



Note: In both network configurations the Data is stored on just one computer, and a network drive must be mapped as the **same letter** with full access to all users.

Client/Server Network



”Peer to Peer New Main Computer” Installation

Install *EasyDent* Software basic files onto New Computer

1. Using an EasyDent Update CD; select the update menu option: “**New Work Station Install**” this will run the file **NewComp.exe** from the CD. If you don’t have a CD download the file **NewComp.exe** from our web site at <http://www.ezdent.com/updates/NewComp.exe>

2. Follow the on screen prompts as normal. Always, select “NEXT”.
Note: After this install EasyDent **Will Not** run on the computer, until you finish the remaining steps.

COPY *EasyDent* to new computer from the old one.

The **\EZW folder** and **all its subfolders and files** must be copied to the new computer, replacing or overlaying any file created in the above steps.

1. Delete the **EZW** folder just created on your **new computer**.
2. Back up the entire **EZW** folder from your old computer to a CD, Zip Disk, Jump Drive, or whatever back up media you can use on both the old and new computer.
3. Restore the entire **EZW** folder from your back up media, to the new computer.

Networking Considerations

1. If your main computer is networked and you also use the main computer as a workstation, then you must set up a drive substitution batch file and place it in the **Startup** folder for “**all users**” on the new computer. This file would look like.

Drivex.Bat

CLS

SUBST H: C:\ “Where H: is the drive letter you use to share”

Exit

2. Set your new computers **drive C:** to be shared for **full access**, and map all existing workstations to it as **drive H** “Where **H:** is the drive letter you use to share”.

3. At all computers, including the main computer, use the small “**Drive**” button on the **EasyDent Login** screen, select the down arrow and pick the network drive letter. This will change EasyDent’s internal pointers to the proper drive letter.

4. Login to EasyDent, use the “**Practice**” button on the bottom right hand side of the Primary Menu, or on the New Menu on the top toolbar “Switch” option. Then set all the **DATA** folders (not the **SAMP** folder) to the proper drive letter.

”Client/Server New Main Computer” Installation

- ☑ **Create a folder on the Main Computer called \EZDent**
- ☑ **Map the folder as a Drive Letter, for example Drive H**
(as an alternative you could use the SUBST command startup Batch file described on the Peer to Peer Instructions)

- ☑ **Install *EasyDent* Software basic files onto New Computer**

1. Using an EasyDent Update CD; select the update menu option: “**New Work Station Install**” this will run the file **NewComp.exe** from the CD. If you don't have a CD download the file **NewComp.exe** from our web site at <http://www.ezdent.com/updates/NewComp.exe>

2. Direct the Installation to the Shared Drive, for example **Drive H**. This will direct the installation to the **\EZDent** folder you previously created and mapped. Then, follow the on screen prompts as normal. Always, select “NEXT”.

- ☑ **COPY *EasyDent* to new computer from the old one.**

The **\EZW** folder and **all its subfolders and files** must be copied to the new computer **\EasyDent** folder, replacing or overlaying any file created in the above steps.

1. Delete the **\EZW** folder just created on your **new computer** under the mapped Drive (for example H).
2. Back up the entire **EZW** folder from your old computer to a CD, Zip Disk, Jump Drive, or whatever back up media you can use on both the old and new computer.
3. Restore the entire **EZW** folder from your back up media, to the new computer mapped Drive (for example H).

- ☑ **Networking & Other Considerations**

1. Set your new computers **\EZDent** folder to be shared for **full access**, and map all existing workstations to it as **drive H** “Where **H:** is the drive letter you use to share”.
2. If you wish to use the Main Compute as a work station then simply follow the steps for installing a new work station, also at the main computer.
3. At all computers, including the main computer, use the small “**Drive**” button on the **EasyDent Login** screen, select the down arrow and pick the network drive letter. This will change EasyDent's internal pointers to the proper drive letter.
4. Login to EasyDent, use the “**Practice**” button on the bottom right hand side of the Primary Menu, or on the New Menu on the top toolbar “Switch” option. Then set all the **DATA** folders (not the **SAMP** folder) to the proper drive letter.

”New Work Station” Installation

Install EasyDent Software basic files on New Work station

1. Using an EasyDent Update CD; select the update menu option: “**New Work Station Install**” this will run the file **NewComp.exe** from the CD. If you don't have a CD download the file **NewComp.exe** from our web site at <http://www.ezdent.com/updates/NewComp.exe>

2. Follow the on screen prompts as normal. Always, select “NEXT”.
Note: After this install EasyDent **Will Not** run on the computer, until you finish the remaining steps.

COPY EasyDent from an existing Work Station to the new work station. **(***Do Not*** Copy EZW from Main Computer)**

The **\EZW folder** and **all its subfolders and files** must be copied to the new computer, replacing or overlaying any file created in the above steps.

1. Delete the **EZW** folder just created on your **new computer**.
2. Back up the entire **EZW** folder from your old **Work Station** computer to a CD, Zip Disk, Jump Drive, or whatever back up media you can use on both the old and new computer.
3. Restore the entire **EZW** folder from your back up media, to the new work station.

Networking Considerations

1. Map your shared Drive to the work station as the same shared drive letter you are using on all computers.

3. Use the small “**Drive**” button on the **EasyDent Login** screen, select the down arrow and pick the network drive letter. This will change EasyDent's internal pointers to the proper drive letter.

4. Login to EasyDent, use the “**Practice**” button on the bottom right hand side of the Primary Menu, or on the New Menu on the top toolbar “Switch” option. Then set all the **DATA** folders (not the **SAMP** folder) to the proper drive letter.

Note:

Sometimes technicians will copy the EZW folder from the main computer to create a work station, this is basically a “**NO NO**”! But, for some reason if you have to do it then be sure and delete any sub folders called “DATA” on the Work Station. For example: Delete **\EZW\DENT\DATA**, **\EZW\SCHED\DATA**, **\EZW\CLOCK\DATA**, etc. (on the work station).

“Emdeon Electronic Claims Installation”

1. If Emdeon/WebMD is already installed on your computer, we recommend using Windows and uninstalling it first.
 - Open MyComputer, Open Control Panel Folder, Select “Add/Remove Programs”
 - Scroll Down to WebMD Remote and click on it (highlight it)
 - Select the Remove Button, follow on screen instructions
2. Find out what your Network Drive Letter for EasyDent is and what your Facility Number is.
 - On Primary Menu, Click Statistics Button in Lookup & Aids, the Network Drive Letter appears in Red, jot it down.
 - On the Forms Menu select the “Electronic Claims Primary Option”, Click OK, Click the “Company” Button, the password is SECRET, your ECF Facility Number will be on the bottom left hand side in Green, jot it down.
3. Use your latest EasyDent Update CD, it has a menu option called “Emdeon/WebMD Remote”, select this option and follow prompts. You can also find their latest version of this program at the web site:
http://www.emdeon.com/Dentists/dentists_services_downloadcenter.php
or call Emdeon support at (888)323-6333.

Be sure and enter **your Facility Number** when prompted. **Do not** use the P9999998, type over it with your own facility number.

Check the box “Yes, Launch Program”, this will start WebMD Remote automatically for you. If you miss this just start WebMD Remote from the desktop ICON.

4. When you start the Emdeon Remote program, close “Tip of the Day”, and answer “NO”. You may be prompted to call WebMD for an installation password.
5. On the WebMD Menu, from the top menu bar, select “Options”, then “Setup”, and then “Facility Specific”. On this screen you will need to use the Yellow Folders on the right and direct the WebMD software to **X:\EZWDENT\DATA\ECF** (X is the Network Drive you jotted down). You must do this for the SVPICKUP, UPLOAD, and DOWNLOAD directories.
6. Once the changes are made, click the OK button and Exit WebMD remote, you are done!

NETWORKING CHECKLIST

Set up the Main Computer (server)

- Create a new network drive
- Configure EasyDent to use drive H
- Share drive H with FULL ACCESS for ALL Users

Set up the Workstations

- Record name of main computer
- Map the drive on the workstation
- Check firewall configuration

SETTING UP THE MAIN COMPUTER (SERVER):

Part I: Creating a New Network Drive Batch file for Main Computer

1. Use the EasyDent Login Screen.
2. Click On small **“options”** button.
3. When the window pops up, click on green **“create new network drive startup file”** button.
4. Now type **“H”** in the drive letter box, and click **“create”**.
5. Now on the bottom left corner of the computer screen **right click** the windows **“start”** button and left click on **“explore”** option.
6. Open the **“all users”** folder, then the **“start menu”** folder, then **“programs”**, then **“startup”**. For Vista use the “Users” folder.
7. Now right click inside right-hand window and click **“new”** then **“shortcut”**.
8. In the window that pops up type **“c:\driveh.bat”**.

Part II: Configure EasyDent to use drive H

1. In EasyDent window main menu, click **“practice”** button on lower right of window, then type **“H”** in drive box, and click **“save”**.
2. Now click **“login”**, then select **“drive”** button, then click the arrow and select the **“H”** drive.
3. Finally login as normal and you will notice the new drive is **“H”**

Part III: Share drive H

1. In the **“start”** menu, left click **“my computer”**, now right click **“drive c”** or the folder where EasyDent is going to be shared (for example **\\EZDENT**) and click **“sharing and security”**
2. Now click the item under the **“sharing”** tab, under **“network sharing”** click the option to share, do not use the wizard: just enable sharing, click **“share this folder”**, make sure the drive **“c”** is shared, then click the box to allow all users on the network access.

SETTING UP THE WORKSTATION(S)

Part I: Record Name of Main Computer

To begin write down name of main computer: at main computer right click the “**my computer**” icon and click “**properties**”, now click the tab labeled “**computer name**”.

Part II: Map the Drive on the Workstation

Now go to the workstations and perform these steps:

1. Right click the “**my computer**” icon under “**start**”, select the “**map network drive**” option.
2. select drive “**H:**” from the drop-down menu, then type;
\\name of main computer\C (sharing the entire drive C example)
If you are sharing a folder from a Client/Server configuration the example might be: **\\name of main computer\EZDent**

Part III: Configure the Firewalls

Make sure firewalls are configured to allow your office computers to share. This includes firewalls in the antivirus software, windows security, wireless routers, and any others you may have.