

## Installing BEAR Reports

Also known as *CMSIP Reports*.

### Requirements:

Bear Reports:	Version 2.1.3
Software:	\\itsbyfs3\software\licensed\Bear Solutions
Supported OS:	Windows 2000, XP.

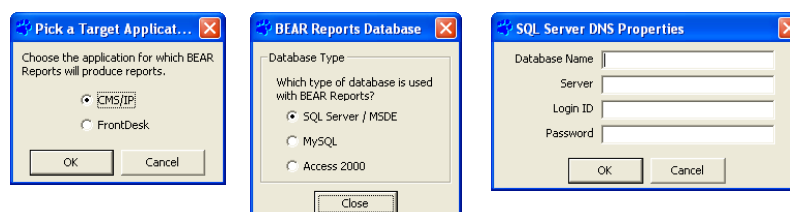
### Installing

- 1 Log in with administrative privileges.
- 2 **IMPORTANT:**  
Uninstall any old versions of BEAR Reports. Manually delete any *Reports* stuff left behind in *Program Files* and the *Start Menu*.
- 3 From *\Reports UTAS Custom\*, double-click *BearReports.reg* to add it to the registry (if running XP 64-bit, use *BearReports-x64.reg*).
- 4 From *\Reports 2.0.4* run *setup.exe*.
- 5 Accept all the defaults until install is complete. If offered a *Repair* option instead, use that.
- 6 Run *\Reports UTAS Custom\Update ALL Custom Reports.cmd*. This will install the UTAS custom reports, and add some shortcuts to the Start menu.
- 7 The software needs write access to some parts of the registry. Ensure it has it by running *regedit* and giving *Users* modify access to the following:  
  - [HKEY\_LOCAL\_MACHINE\SOFTWARE\BEARs]
  - [HKEY\_LOCAL\_MACHINE \SOFTWARE\ODBC]
  - [HKEY\_LOCAL\_MACHINE\SOFTWARE\Wow6432Node\BEARs]
  - [HKEY\_LOCAL\_MACHINE \SOFTWARE\Wow6432Node\ODBC]

### Custom Reports

Note that Custom Reports are updated and expanded from time to time. These updates and additions will not appear on the installed BEAR Reports unless the *Update ALL Custom Reports* shortcut in the *BEARs* menu group is run.

### Troubleshooting



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### Above dialogs appear (in sequence shown)

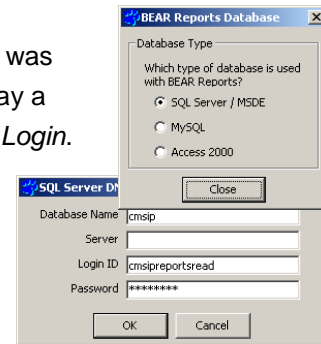
Either the software cannot write to the registry, or step 3 has been missed. Repeat Steps 3 and 7.

### Login Trouble

Under certain circumstances – such when the last login was cancelled – CMSIP Admin and BEAR Reports will display a *Database Type* window instead of the normal *Operator Login*. Click *Close*, and the *SQL Server DNS Properties* will appear.

Leave the existing text alone, and type ***cmsip.its.utas.edu.au*** into the empty space.

Click *OK*, and the *Operator Login* will appear.



### Binding Collection Error Field not updatable

Some reports (such as the Tax Invoices) can fail to run when the Access library is not present, producing *Binding Collection Error* messages. This can be resolved by installing the *Access 2000 Runtime* on affected computers.

Installing and then uninstalling Access will also install the runtime library.

## CMS/IP Assistance

The CAPS technical expert is John Curran X3989.

### Document control details

Author:	John Curran, Aaron Holmes
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