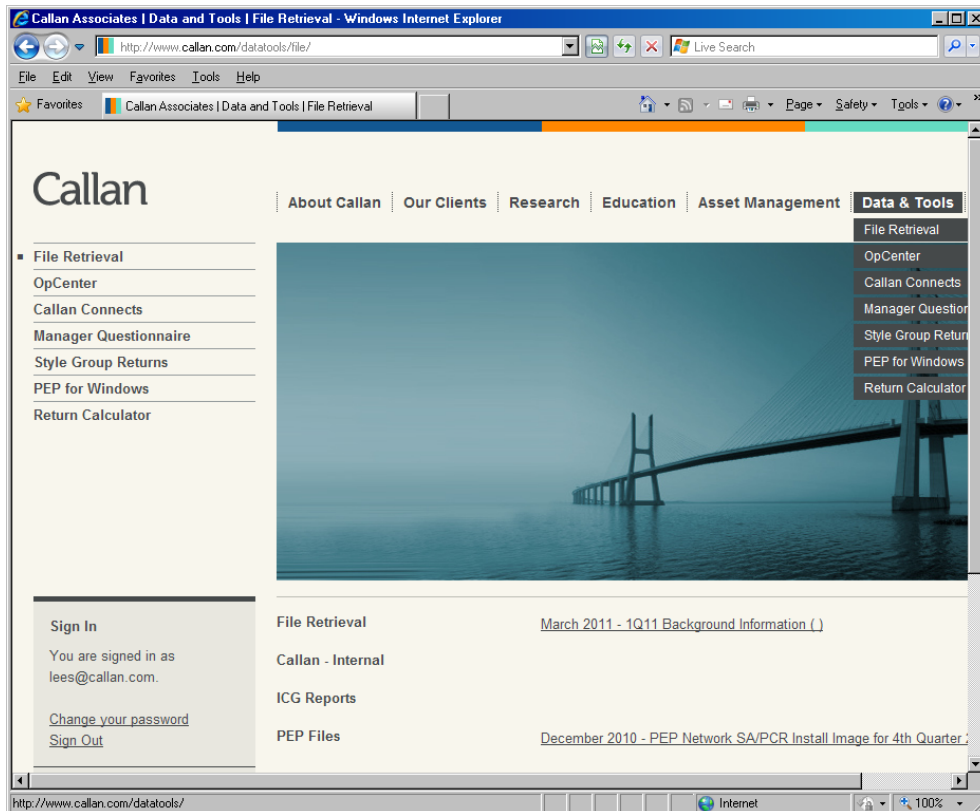
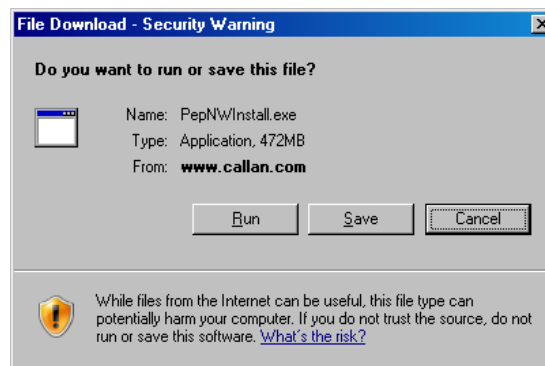


PEP for Windows Network Online Install

We have added the ability to download install files directly from our website, for clients who wish to install the PEP application for another user. For access, go to the file retrieval section on Callan's website to download install and/or update files. This process requires a login and password. Questions about access should be directed to the help desk provided below. To begin the update process, open your web browser to www.callan.com/datatools/file. Sign in on the left using your User ID and password, then press the "Sign In" button. Files will be listed under the "File Retrieval" heading (see screenshot below). Click on the appropriate link and save the file.



Do **NOT** run the file without saving it first. The file downloaded should be roughly the same size as what is displayed in the security warning.



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CALLAN ASSOCIATES^{INC.}

PART I – INSTALLING THE NETWORK DATABASE

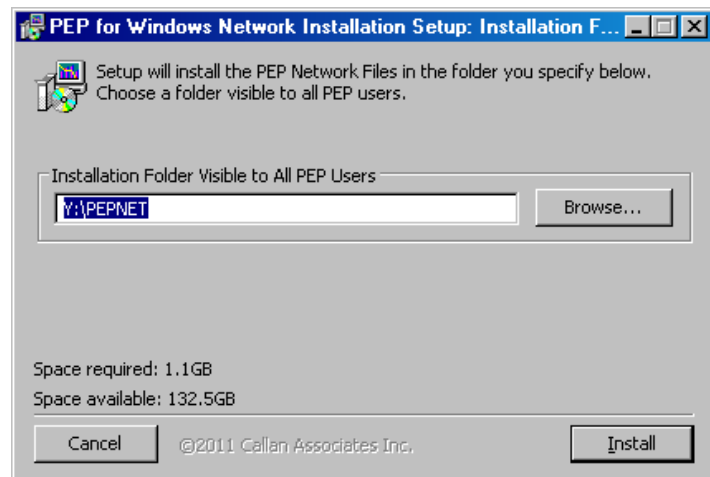
Please perform the following steps to install your PEP software.

1. Open Windows Explorer and create a folder called “Y:\PEPNET” (substitute the appropriate drive letter for Y:\ depending on the location of the network drive).
2. Double-click on the *PepNWInstall.exe* file that was just downloaded. Choose **Run** from the Security Warning window (which may appear if using Internet Explorer).
3. Designate “Y:\PEPNET” by typing the path or navigating using the “Browse” button. After selecting the appropriate destination, click the “Install” button.

Next, the install program will transfer the necessary files. A status bar as well as the name of each sub-process will appear above the status bar. The screen will read “Completed” when the process is complete. At that time, click the “Close” button.


4. From each user’s desktop run CLSetup.exe. This application is found in the “PEPNET” directory you created in Step 1 above. For instructions on installing PEP on each individual workstation, please see the instructions on the following page.

NOTE: IN ORDER TO RUN DATA UPDATES, AT LEAST ONE USER MUST BE SET AS SHARED DATABASE EDITOR. We strongly recommend that only one person be set up as Shared Database Editor. Each user must have read/write access to the network drive.



PART II –SETTING UP EACH WORKSTATION

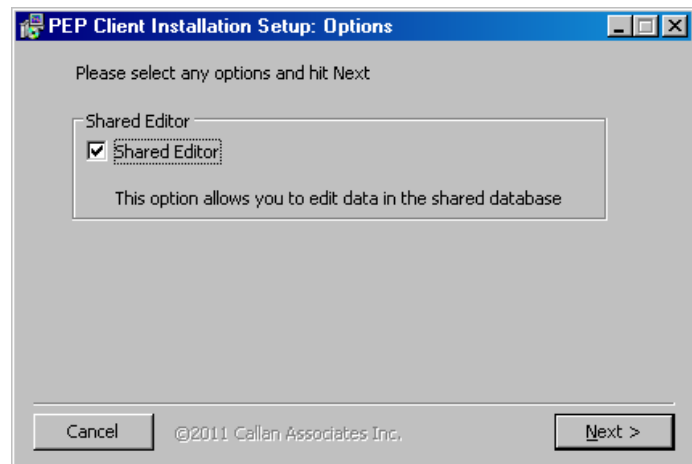
All users must have Read/Write Access to the network drive where PEP is located. Installation requires write access to HKEY_LOCAL_MACHINE. A system administrator must log on to the machine and follow the steps below. If the Shared Database Editor privilege is required, the user must repeat the steps under their login.

1. Run  **Clsetup.exe**, which is located in the network directory where PEP was installed.

If you check the box for **Shared Database Editor**, the user will be able to change returns in the Network (Shared Database).

Furthermore, this user will have the ability to run the quarterly database updates sent by Callan Associates.

Click **Next**.

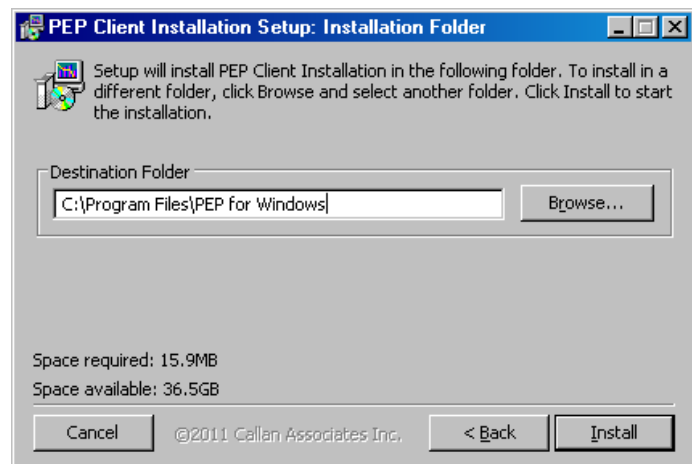


2. Within the Installation Directory dialog box, verify the following settings:

The destination folder contains the default workstation directory “C:\Program Files\PEP for Windows\,” but can be changed to another directory or personal drive by clicking the “Browse” button.

****Windows 7 users are highly recommended to select a folder outside of Program Files due to security restrictions.****

Click **Install**.



The clsetup application will begin to copy the necessary files on to the user’s machine and automatically create an icon on the user’s desktop. Double-click the PEP for Windows icon to launch PEP.

y:\pep\projects\version 10\nw_install_online.doc
05/17/2011

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