



SPSS Application Upgrade and Feature Add Instructions

This document contains instructions for performing either an *Application Upgrade* (to upgrade your SPSS system to the latest software version) or a *Feature Add* (to add a feature to your SPSS system).

Note: Feature Add instructions have changed as of January 2008. Please follow these instructions carefully.

1.0 Application Upgrade	1
1.1 Before Starting the Upgrade	1
1.2 Backup Recommendations	2
1.3 Performing a Stand-Alone Application Upgrade	2
1.4 Performing a Network Application Upgrade	4
1.4.1 Peer Stations Upgrade	5
2.0 Feature Add Instructions	7
3.0 Deleting History/Transactions File	9

1.0 Application Upgrade

1.1 Before Starting the Upgrade

Prior to performing the application upgrade, please make sure that you have completed the following:

1. Process all future shipments.
2. Close all manifests.
3. Print all outstanding reports.
4. Transmit all pending electronic manifests (UPS OnLine, FedEx, Airborne, DHL, USPS Confirmation reports, RPS-EPDI).
5. Exit the SPSS programs on all shipping stations.
6. Determine the type of SPSS system you are updating from the following types:
 - **Stand-Alone System.** A single SPSS workstation.
 - **Network System:** SPSS installed on a Master station with one or more Peer workstations connected to it.
7. For networked systems, shut down all of the Peer stations—the Master station must remain logged on to the network.
8. Check to see if the history file needs maintenance. A large history file will directly impact how long the upgrade procedure will take. For more information on deleting a portion of the history/transaction file see Section 3.0 "Deleting History/Transactions File" on page 9.

Need more help? Contact your Secap dealer.

SPSS™ Application Upgrade and Feature Add Instructions

1.2 Backup Recommendations

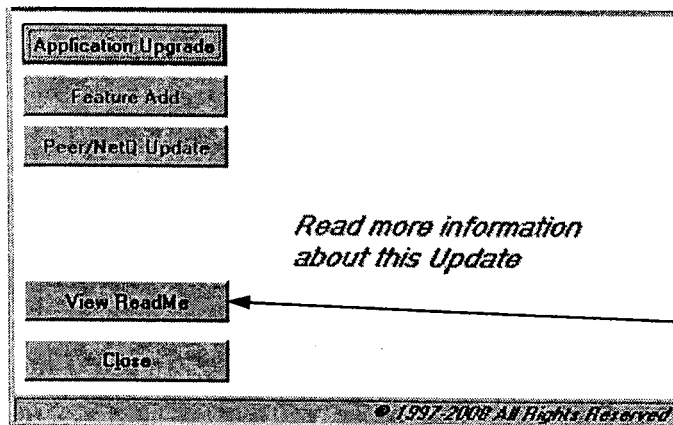
It is recommended that you make a complete backup of the SPSS system by saving the \SPSS folder. For network installations, these folders are on your server or Master station.

1.3 Performing a Stand-Alone Application Upgrade

This section contains instructions for performing an application upgrade on a stand-alone system (a single SPSS workstation). For network systems, refer to Section 1.4 "Performing a Network Application Upgrade" on page 4.

Note: The size of the history file will determine how long the upgrade process will take. See Step 8 above for more information.

1. Make sure you have closed down SPSS Processing and SPSS Setup (File ⇒ Exit) and any other programs running on the SPSS workstation.
2. Insert the Application Upgrade CD into the CD-ROM drive. After approximately 15 seconds, the upgrade program begins automatically and the SPSS Feature Add/Upgrade dialog box displays.



Tip: Click the **View ReadMe** button to view the latest SPSS ReadMe document, which has more information about the upgrade.

Note: Some CD-ROM drives are not configured for automatic startup. If the upgrade program does not start within 15-20 seconds after inserting the CD, do the following:

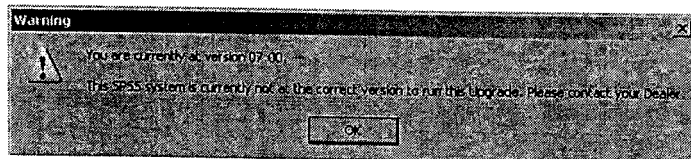
- a. Click **Start** and select **Run**. The **Run** dialog box displays.
- b. Type **d:\setupmgr.exe** (D:\ represents your CD-ROM drive) in the **Open** text box, and click **OK** or press **E**.

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3. Click the **Application Upgrade** button.

4. The message *Your current SPSS version is at: x.xx. Please record.* displays. Please note the version in the box provided at right.

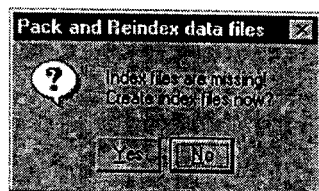
VERSION

Note: If your current version is not compatible with the upgrade, a Warning message box appears:



Click OK to clear the message box. Click Close to exit the Setup Manager Info message box, and then click Close again to exit the SPSS Feature Add/Upgrade dialog box. Please contact your Secap Dealer.

5. Click OK to continue. The SPSS application progression bar displays your progress. The upgrade procedure takes a few minutes to complete.
6. Click OK at the *Application Upgrade successfully completed* message box.
7. Click Close to exit the SPSS Feature Add/Upgrade dialog box.
8. Remove the CD from the drive.
9. Open SPSS Processing. The Pack and Reindex data files dialog box displays.



10. Click Yes at the Pack and Reindex data files dialog box. SPSS completes the pack and reindex.
11. Log on to SPSS Processing.
12. From the Setup menu, select Clear Thermal Printers to update the printers.

SPSS™ Application Upgrade and Feature Add Instructions

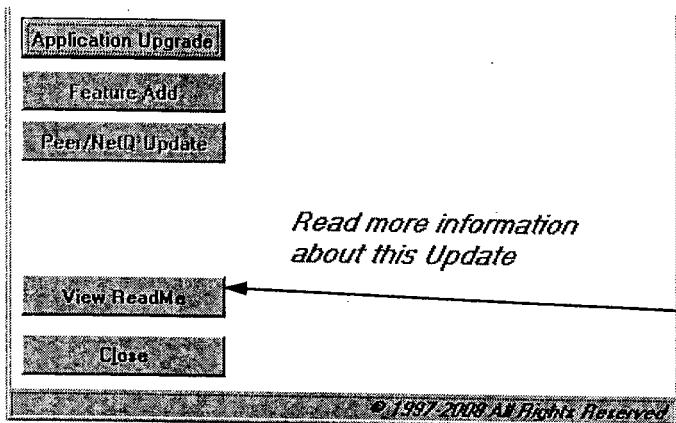
1.4 Performing a Network Application Upgrade

This section contains instructions for performing an application upgrade on a network system (SPSS installed on a Master station with one or more Peer workstations connected to it). For a stand-alone system, please refer to Section 1.3 "Performing a Stand-Alone Application Upgrade" on page 2.

Note: Make sure to run this upgrade from the **Master Station**. If the system was migrated to a server before the upgrade, certain areas of the upgrade may take longer to run because of the network environment, particularly the checking for components phase.

Check to see if the history file needs maintenance. A large history file will directly impact how long the upgrade procedure will take. For more information on deleting a portion of the history/transaction file see Section 3.0 "Deleting History/Transactions File" on page 9.

1. Make sure you have closed down SPSS Setup and SPSS Processing (File ⇒ Exit), and any other programs running on the SPSS Master station.
2. Shut down any Peer stations that may be running.
3. If you are upgrading from a networked CD-ROM drive, map the drive to a drive letter.
4. Insert the Application Upgrade CD into the CD-ROM drive. After approximately 15 seconds, the upgrade program begins automatically, and the SPSS Feature Add/Upgrade dialog box displays.



Tip: Click the **View ReadMe** button to view the latest SPSS ReadMe document, which has more information about the upgrade.

Note: Some CD-ROM drives are not configured for automatic startup. If the program does not start within 15-20 seconds after inserting the CD, do the following:

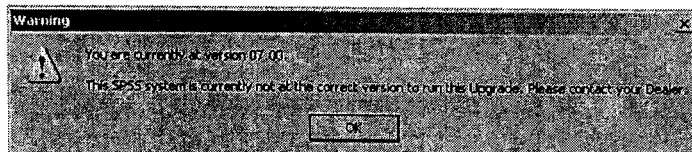
- a. Click **Start** and select **Run**. The **Run** dialog box displays.
 - b. Type **d:\setupmgr.exe** (**D:** represents your CD-ROM drive) in the **Open** text box, and click **OK** or press **E**.
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5. Click the **Application Upgrade** button.

6. The message *Your current SPSS version is at: x.xx. Please record.* displays. Please note the version in the box provided at right.

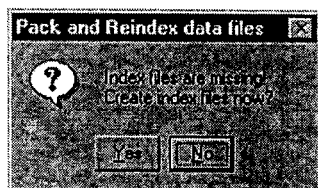
VERSION

Note: If your current version is not compatible with the upgrade, a Warning message box appears:



Click OK to clear the message box. Click Close to exit the Setup Manager Info message box, and then click Close again to exit the SPSS Feature Add/Upgrade dialog box. Please contact your Secap Dealer.

7. Click OK to continue. The SPSS application progression bar displays your progress. The upgrade procedure takes a few minutes to complete.
8. Click OK at the *Application Upgrade successfully completed* message box.
9. Click Close to exit the **SPSS Feature Add/Upgrade** dialog box.
10. Remove the CD from the drive.
11. Open SPSS Processing.
12. Click Yes at the **Pack and Reindex data files** dialog box.



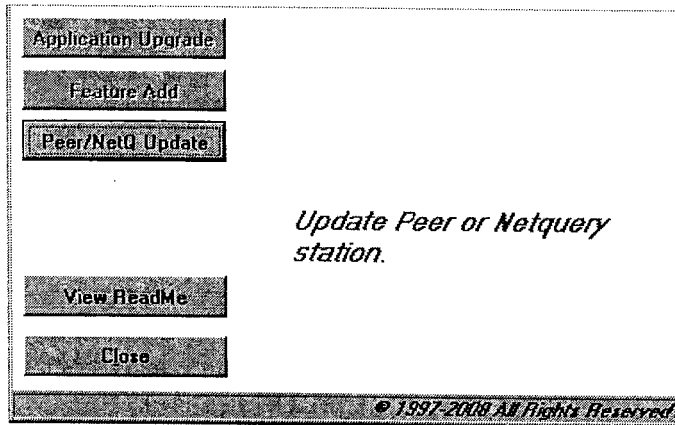
13. Log on to SPSS Processing.
14. From the **Setup** menu, select **Clear Thermal Printers** to update the printers.
15. Exit SPSS Processing on the Master station.
16. Continue with the next section, Section 1.4.1 "Peer Stations Upgrade."

1.4.1 Peer Stations Upgrade

Upgrades must be done to every Peer station. After the Master station has been upgraded:

1. Turn on the SPSS Peer station.
2. Insert the Application Upgrade CD into the CD-ROM drive. The **SPSS Feature Add/Upgrade** dialog box displays.

SPSS™ Application Upgrade and Feature Add Instructions



3. Click the **Peer/NetQ Update** button.
4. Click **OK** at the *Peer/NetQ Update successfully completed* message.
5. Click **Close** to exit the **SPSS Feature Add/Upgrade** dialog box.
6. Remove the CD from the drive.
7. Reboot the SPSS Peer station.
8. Open and log on to SPSS Processing.
9. From the **Setup** menu, select **Clear Thermal Printers** to update the printers.
10. Repeat Steps 1–9 for each SPSS Peer station.

2.0 Feature Add Instructions

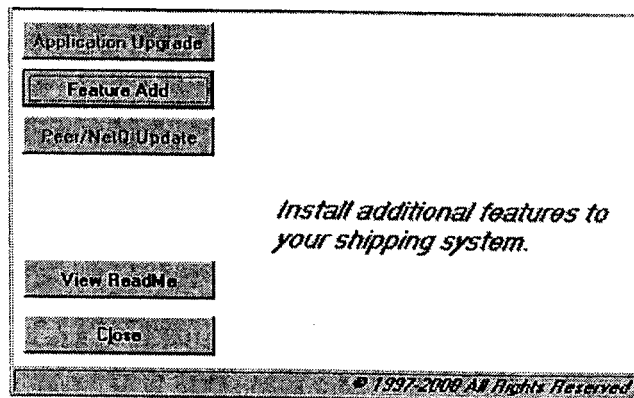
The Feature Add kit contains:

e AddSPSS Featur

- o Key disk, a CD containing the files that you need to install the instr

Complete the following procedure to perform a Feature Add:

1. Exit the SPSS applications and shut down any other programs running on the SPSS workstation.
2. Insert the Key Disk CD into the CD-ROM drive.
3. Click the Windows Start button and select **Programs>SPSS>System Update**.
or, double-click the **System Update** icon in the SPSS folder on the Desktop.
4. Click the **CD-ROM Drive** button and click **Next** to continue.
The Select Update Options dialog box displays with the "Feature Add Key Disk Files" box selected.
5. Click **Finished** to begin the update. The Feature Add Key Disk files are being moved to the default folder C:\KeyDisk. This process is very quick.
6. When the update is finished, the Status column shows **Updated**. Click the **Done** button.
7. From the **File** menu, select **Exit** to close SPSS System Update.
8. Remove the Key Disk CD from the CD-ROM drive.
9. Insert the SPSS Feature Add CD into the CD-ROM drive. After approximately 15 seconds, the program begins automatically, and the **SPSS Feature Add/Upgrade** dialog box displays.



Note: Some CD-ROM drives are not configured for automatic startup. If the program does not start within 15-20 seconds after inserting the CD, do the following:

- a. Click **Start** and select **Run**. The **Run** dialog box displays.
- b. Type **d:\setupmgr.exe** (**D:** represents your CD-ROM drive) in the **Open** text box, and click **OK** or press **E**.

10. Click the **Feature Add** button to install new features.
11. At the message **Feature Add successfully completed**, click **OK**.

SPSS™ Application Upgrade and Feature Add Instructions

12. Click **Close** to exit the program.
13. Remove the SPSS Feature Add CD from the drive.
14. Reboot the SPSS workstation: Click the Windows **Start** button, select **Shut Down**, then select the **Restart the Computer** option, and then click **Yes**.