



CAPS INSTALLATION INSTRUCTIONS

The installation process is done via the internet. Once you have installed any 4.X version of CAPS the application will update automatically when a new version is made available.

The very first installation of CAPS will take some time to complete. Once the web aware program is loaded, future updates will not require the initial program setup time and will be much faster.

To ensure optimum performance of the CAPS program, we recommend these minimum system requirements:

System Requirements

Recommended configuration: Pentium® Processor with 2 gig RAM.

- Windows® XP, Vista or 7 both 32 and 64-bit systems
- 400 MB of free disk space.
- Screen resolution **minimum size is 1024 x 768.**

System Requirements

Windows XP Installations - to install CAPS on Windows XP operating systems, you must be the Administrator User, a member of the Power User group, or a user with administrative rights. If you are unsure what system privileges you have, contact your IT administrator.

Windows Vista or 7 Installations - the system will ask if you want to "Run as Administrator." Answer Yes.

Important Note - CAPS will convert all job files Version 4.0 or newer version. CAPS will not bring forward job files older than 4.2 (i.e., Version 1.3, 1.5, 1.7, 1.9, 1.13, 3.4, 3.7, 3.10, 4.0, 4.1).



The Installation Process

1. **Back up** your jobs. Copy the Jobs folder to another location on your computer or server. This will prevent any possible loss of jobs.
2. **Uninstall** any previous version(s) of CAPS [1.X, 2.X, 3.X] using the Control Panel – Add/Remove Programs function. Once CAPS is uninstalled you can continue on to step 3.
3. **Download** the CAPS installation file.

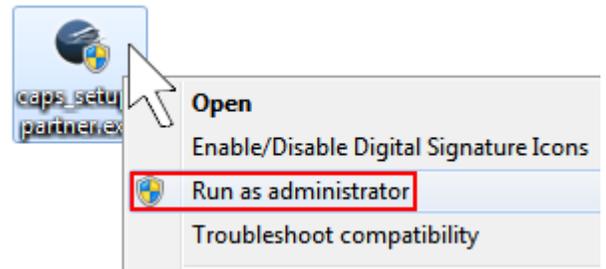
Download the CAPS install file from your GreenheckRepNet account.

Save it to your desktop, do not run the file directly from the website or you will have problems.



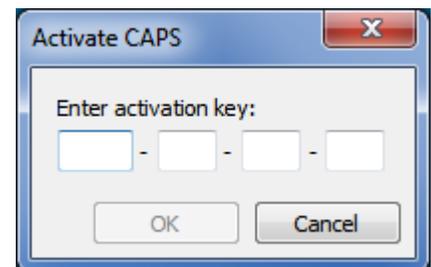
Once the file is downloaded to your computer, right click the file and select "Run as Administrator" to start the installation.

Follow the on-screen instructions through the installation process (**detailed instructions are shown below*).



Run CAPS.

Enter your Activation Key (you will be prompted for this when CAPS opens for the first time).



NOTE - YOUR OFFICE ACTIVATION KEY IS FOUND UNDER YOUR REPNET LOGIN ACCOUNT IN THE SOFTWARE TAB. NORMALLY LOCATED ON THE RIGHT HAND SIDE OF THE SITE.



Detailed Installation Process Screens

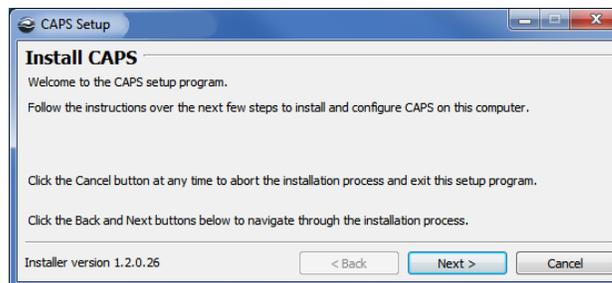
Screen 1 - Software Verification

Click Run.



Screen 2 - Install CAPS

Click Next.

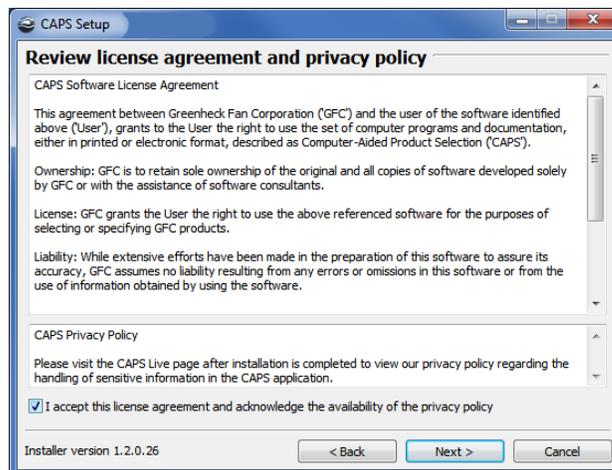


Screen 3 - License Agreement and Privacy Policy

Review the agreement.

Check "I accept..."

Click Next.





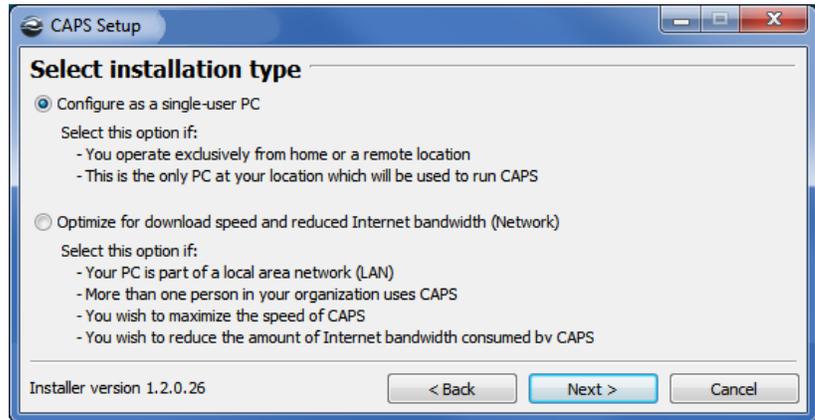
Screen 4 - Installation Type

Select your installation type. It is highly recommended you choose "single-user".

** See info below for more information on single-user vs. network installations*

If you choose to do a Network installation, we *strongly* encourage you to contact our technical support group for assistance.

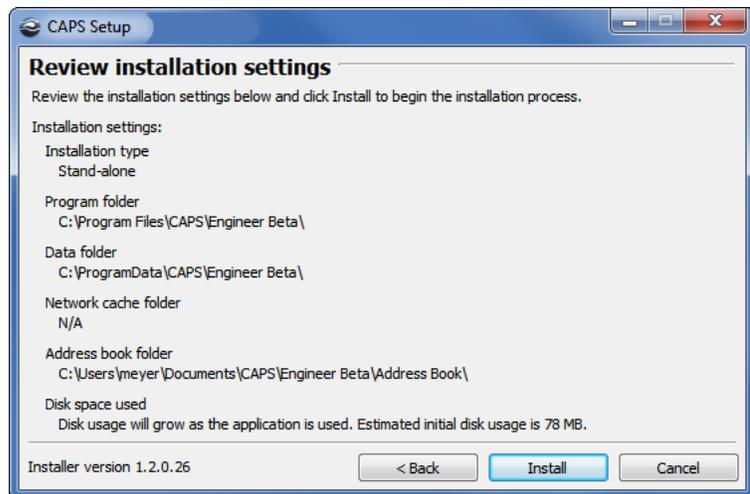
Click Next.



Screen 5 - Review Installation Settings

If the settings are correct, click Install.

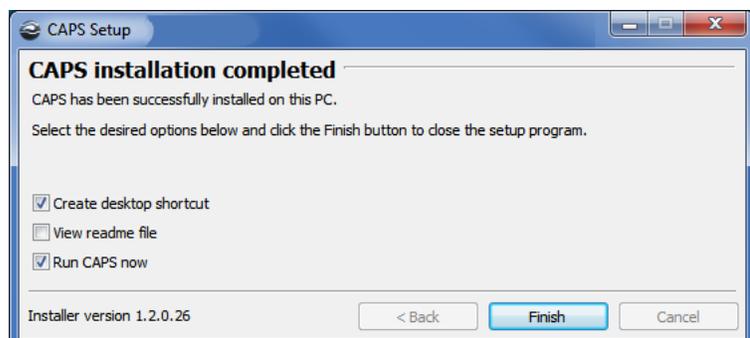
The installation process will begin. This may take some time to complete.



Screen 6 - Installation Complete

Click Finish

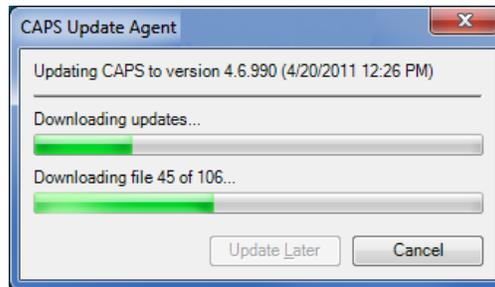
If you accepted the default settings, CAPS will begin running automatically.



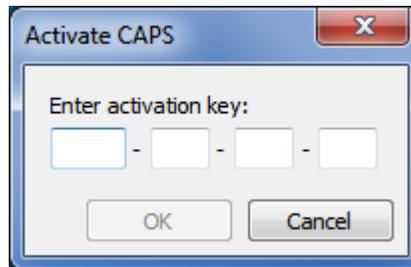


Screen 7 - Updating

CAPS will now download any new data files it needs to finalize the installation.



Screen 8 - Activation Code



NOTE: The CAPS application downloads files it only needs to make product selections. The first few selections may take longer to make in the beginning for CAPS is downloading the sizing data on the first attempt at a new product. Once a selection is made in a model, CAPS will work faster on that model the next time a new size is asked for.

CAPS Installation Overview: Single-user vs. Network Installation

Caps can be installed in one of two installation types:

- 1) Single-user type
- 2) Network type

The purpose of this document is to guide you to the appropriate installation type for your needs.

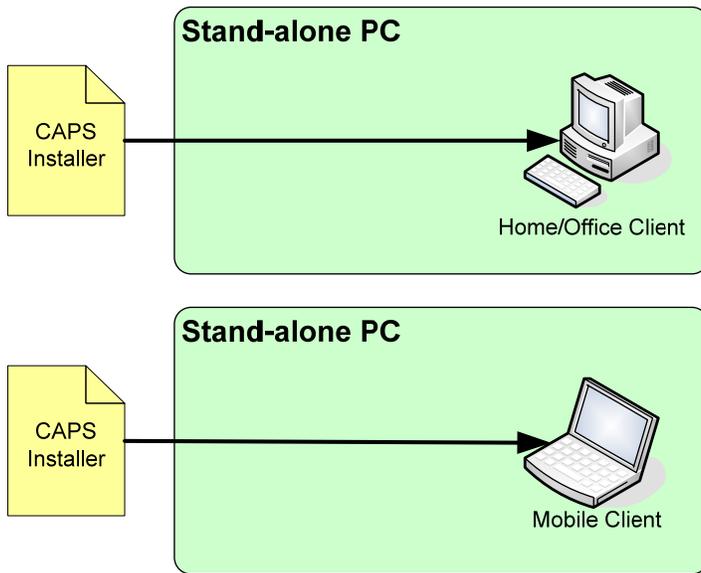
Tip: Network and single-user installation types of CAPS may coexist within the same organization. Any users who access CAPS over a local-area network (LAN) should use the network client installation type, whereas other users who access CAPS over a slower/remote connection (e.g. VPN) should use the single-user installation type.

Single-user Installation Type (strongly recommended)

The single-user installation type is generally recommended if you do not have a high-speed Local-Area network, do not generally access CAPS with a high-speed connection to your LAN, or are the only person on your Local-Area network to use CAPS.

Key point: *In the single-user installation type, any updates to CAPS will need to be downloaded redundantly by each CAPS client.*

Configuring CAPS to run in a single-user environment is a simple one-step process as shown in the following diagrams:



Network Installation Type

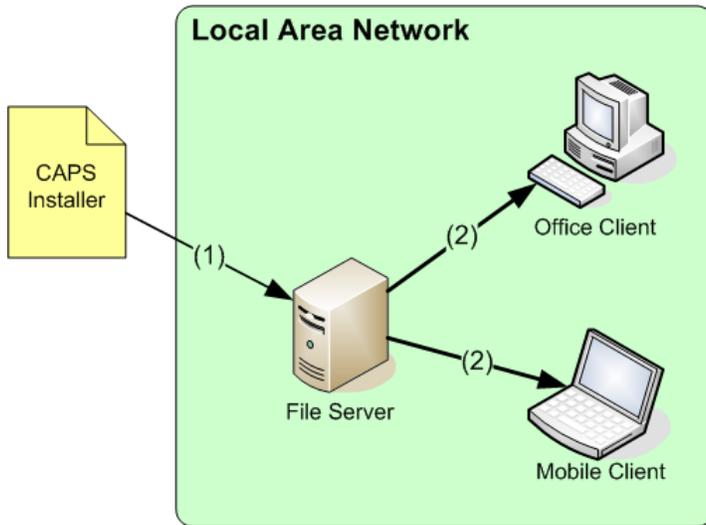
The network installation type optimizes CAPS for use in a network environment. It is generally recommended that CAPS be installed using the network installation type if multiple users run CAPS over a high-speed LAN.

When used in a LAN environment, a network installation simplifies the client installation process, reduces Internet traffic, and improves CAPS run-time performance.

Key point: In the network installation type, updates to CAPS will only need to be downloaded once. Subsequent network clients will retrieve updated files from a cache on the file server rather than repeatedly downloading them.

Configuring CAPS to run in a network environment is a simple two-step process as shown in the following diagram:

- 1) Install CAPS to a file server
- 2) Install CAPS clients from the file server



Click [here](#) for Network Administrator download instructions.



Questions? Please contact:

CAPS Technical Support

Telephone: (715) 355-6523

E-Mail: caps@greenheck.com

Live Chat: [on Greenheck website](#)