

EVSWPRO Installation Guide



Mar 2015

EVSW PRO Installation Guide

Do you really want EVSW PRO?

Before installation of the EVSW PRO software, please ensure that this is the version of software that you really want.

EVSW PRO includes a number of features to aid incorporation of Diligence EV loggers with your SOPs under an environment controlled by GMP, or 21 CFR Part 11.

If you do not need the features provided by EVSW PRO then please download and install the EVSW Standard Version, which will suit you much better.

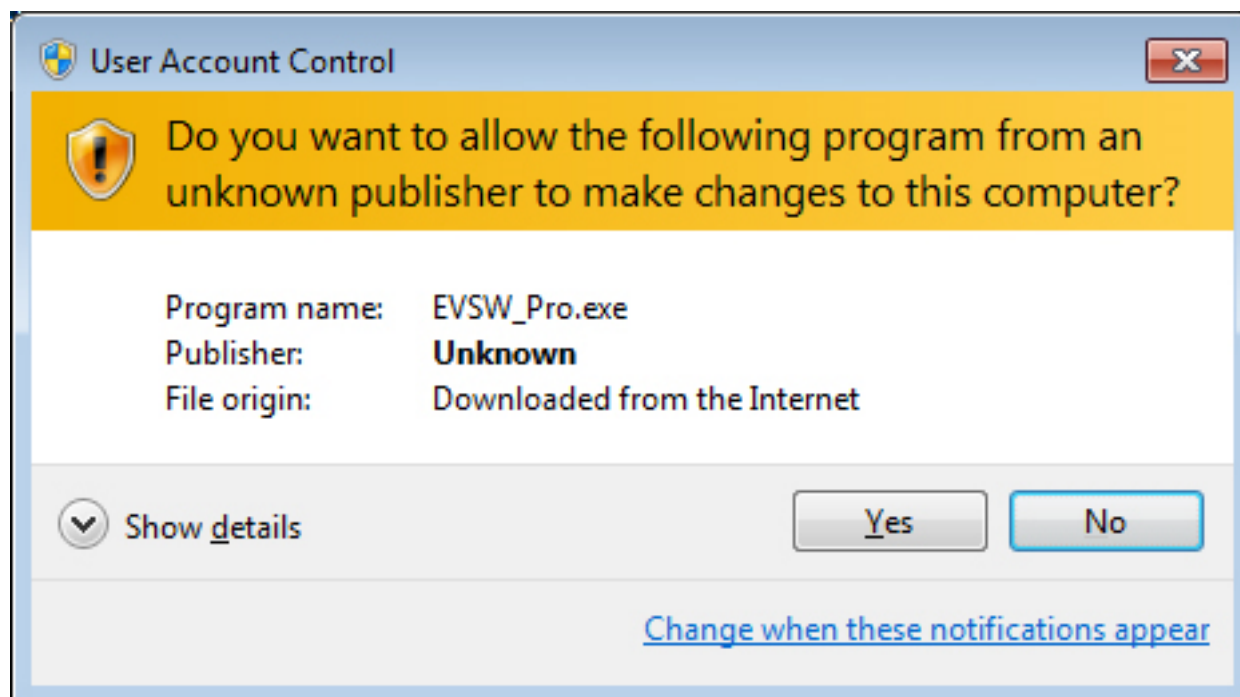
However, if you really want EVSW PRO then please continue to read on.

Download/Installation

From the website or Comark Portal download the EVSW Pro Installation Program. Double click on the downloaded file to begin the installation.

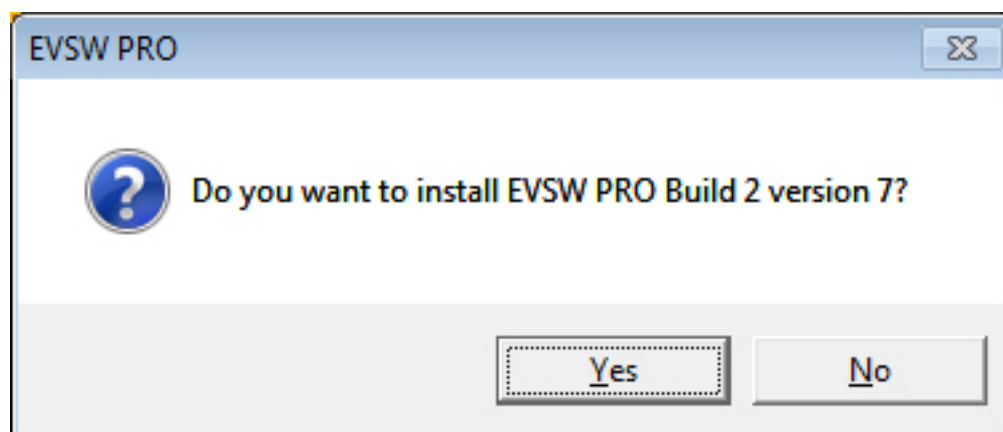
User Account Control

If you are asked to OK User Account Control click Yes to continue.



Installation

Click Yes to install.

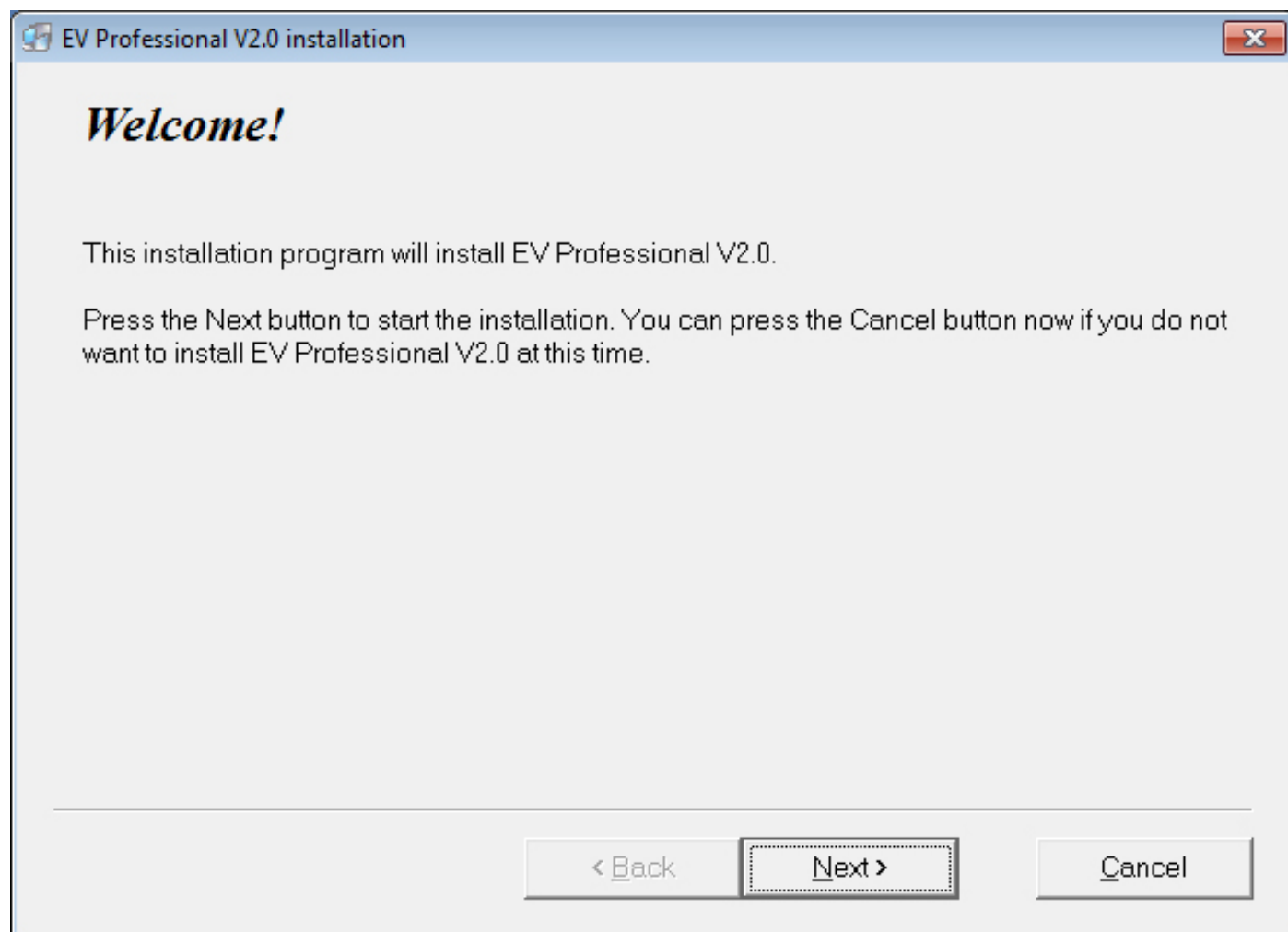


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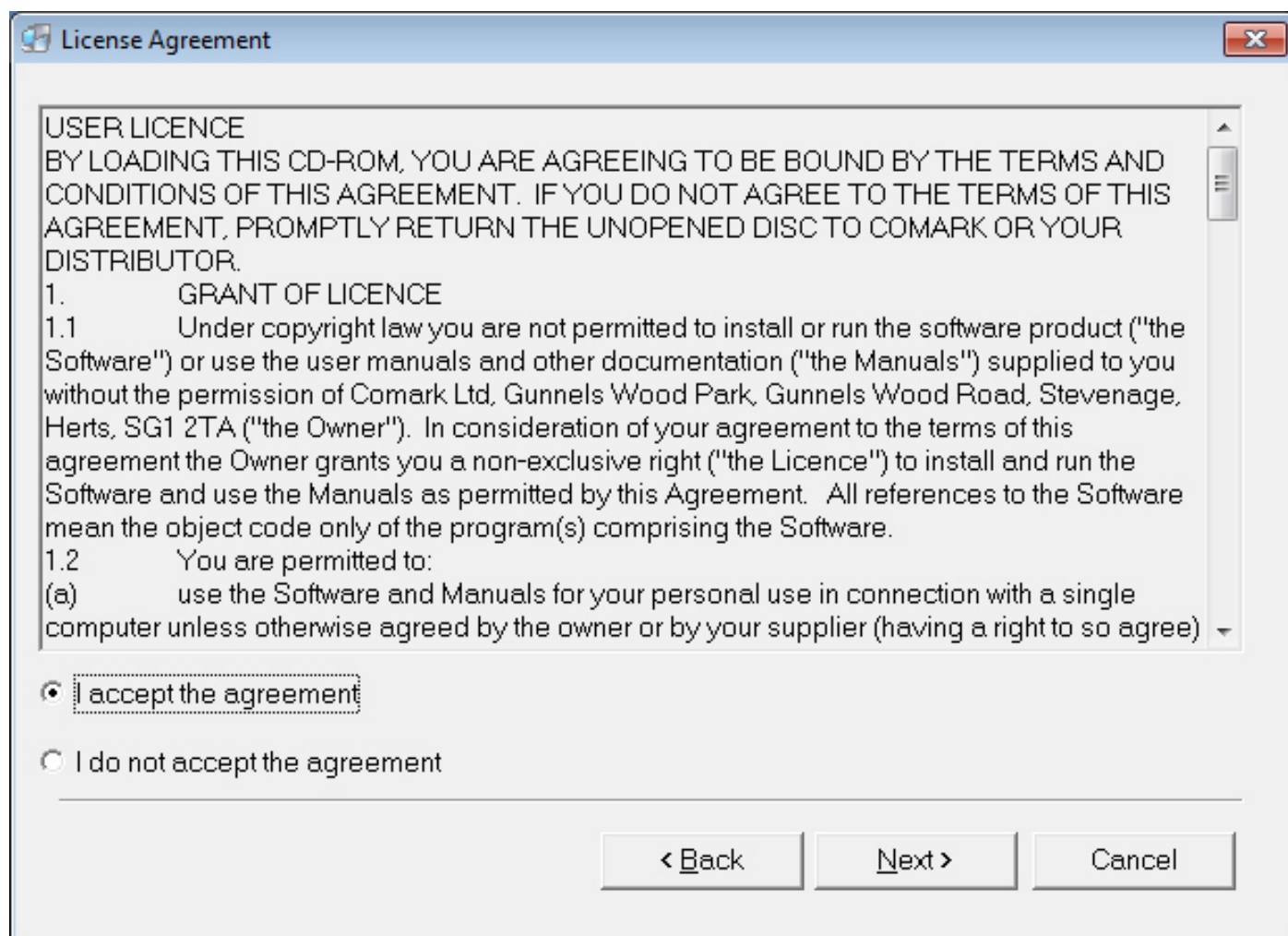
Welcome

Click next to continue...



License Agreement

If you agree to the terms and conditions of use of EVSW PRO software then tick the box I accept the agreement and click Next to continue.

A screenshot of a Windows-style dialog box titled "License Agreement". The dialog has a standard title bar with a minimize button, a maximize button, and a close button (an 'X' in a red square). The main content area contains the following text:

USER LICENCE
BY LOADING THIS CD-ROM, YOU ARE AGREEING TO BE BOUND BY THE TERMS AND CONDITIONS OF THIS AGREEMENT. IF YOU DO NOT AGREE TO THE TERMS OF THIS AGREEMENT, PROMPTLY RETURN THE UNOPENED DISC TO COMARK OR YOUR DISTRIBUTOR.

1. GRANT OF LICENCE
1.1 Under copyright law you are not permitted to install or run the software product ("the Software") or use the user manuals and other documentation ("the Manuals") supplied to you without the permission of Comark Ltd, Gunnels Wood Park, Gunnels Wood Road, Stevenage, Herts, SG1 2TA ("the Owner"). In consideration of your agreement to the terms of this agreement the Owner grants you a non-exclusive right ("the Licence") to install and run the Software and use the Manuals as permitted by this Agreement. All references to the Software mean the object code only of the program(s) comprising the Software.
1.2 You are permitted to:
(a) use the Software and Manuals for your personal use in connection with a single computer unless otherwise agreed by the owner or by your supplier (having a right to so agree)

Below the text, there are two radio button options:

☒ I accept the agreement
☐ I do not accept the agreement

At the bottom right, there are three buttons: "< Back", "Next >", and "Cancel". The "Next >" button is highlighted with a blue border.

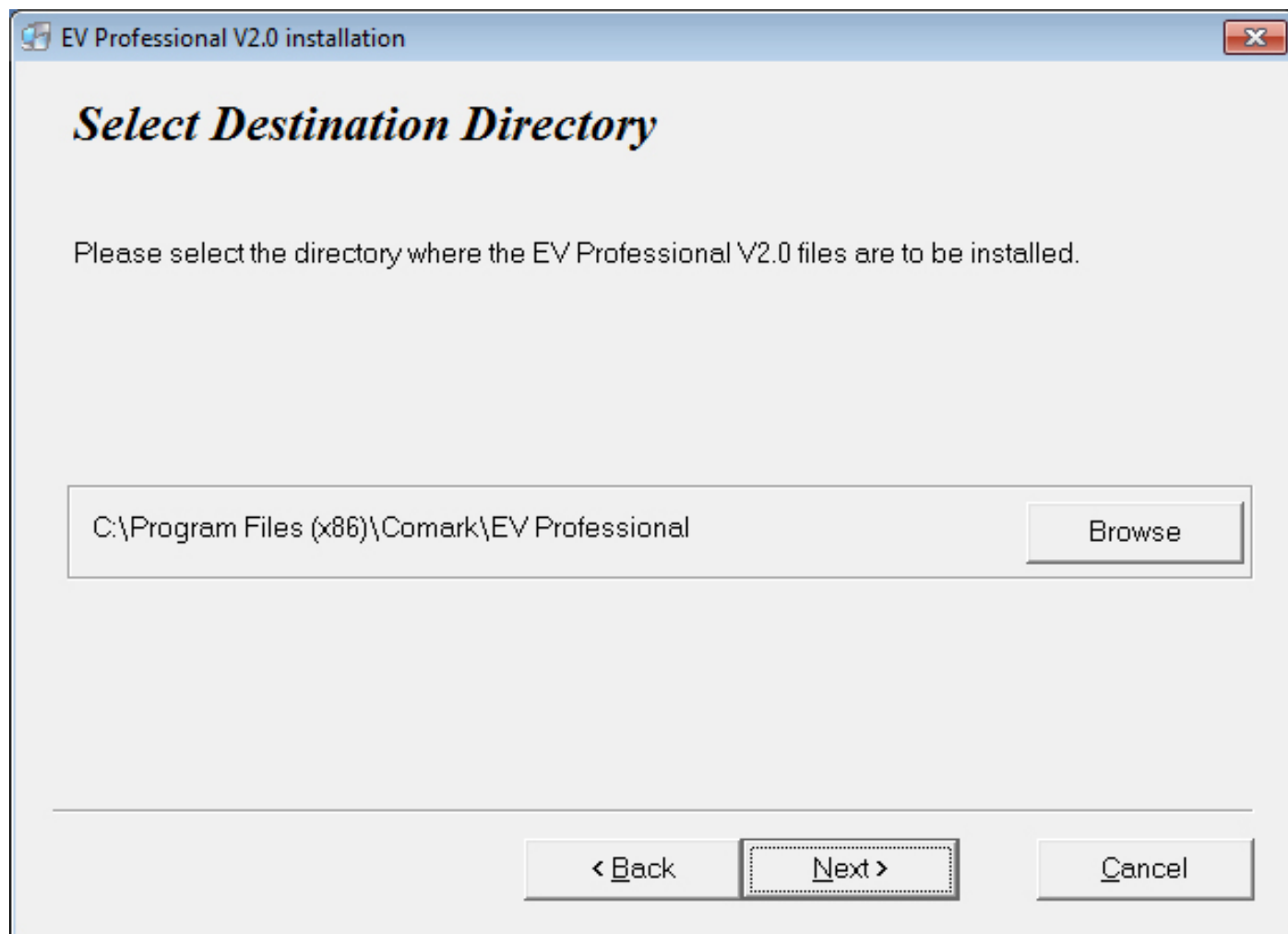
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Changing Installation Directory

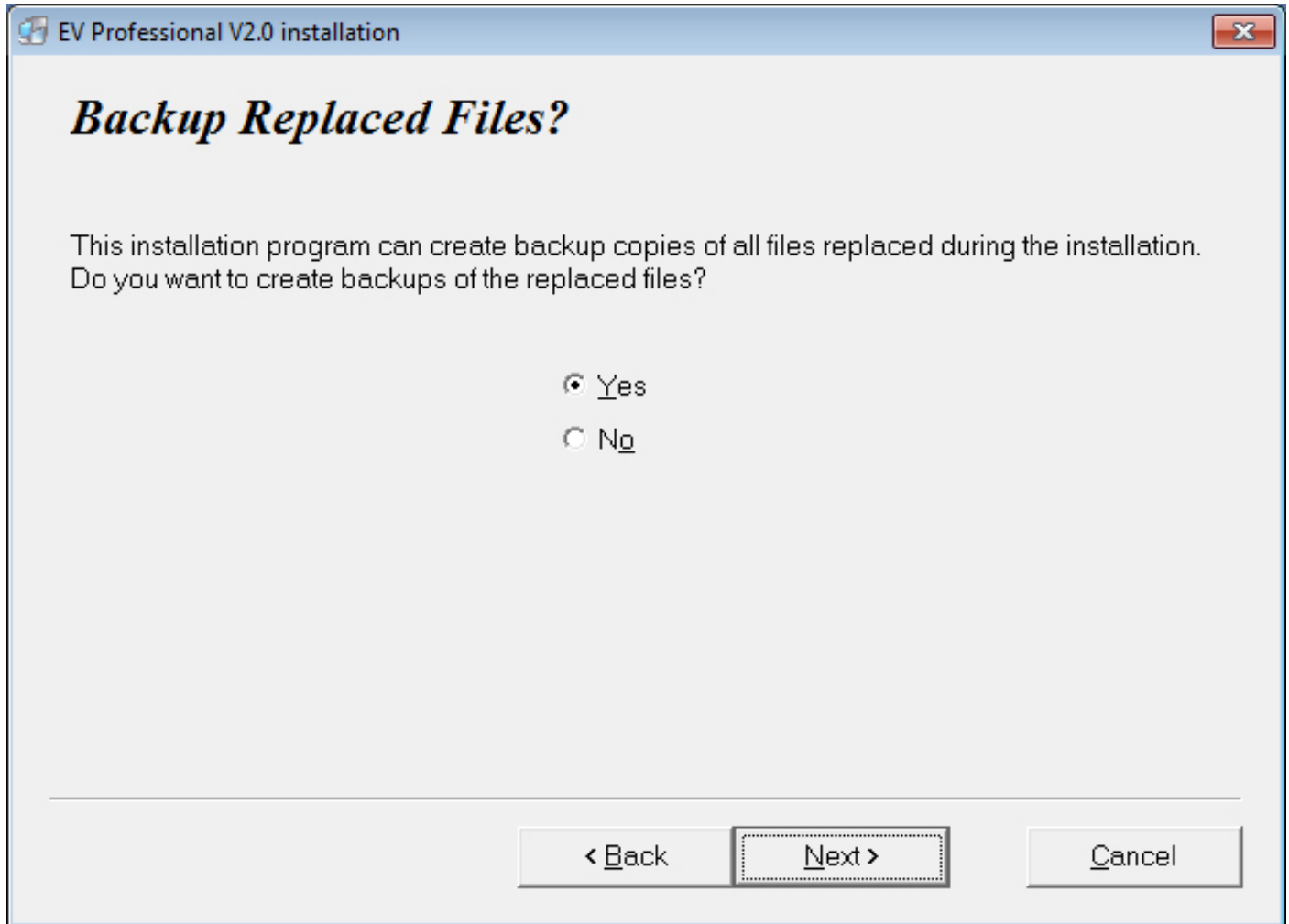
Comark does not recommend changing the installation directory, but you can if you wish.

Click Browse to select another installation directory or simply Click Next to continue.



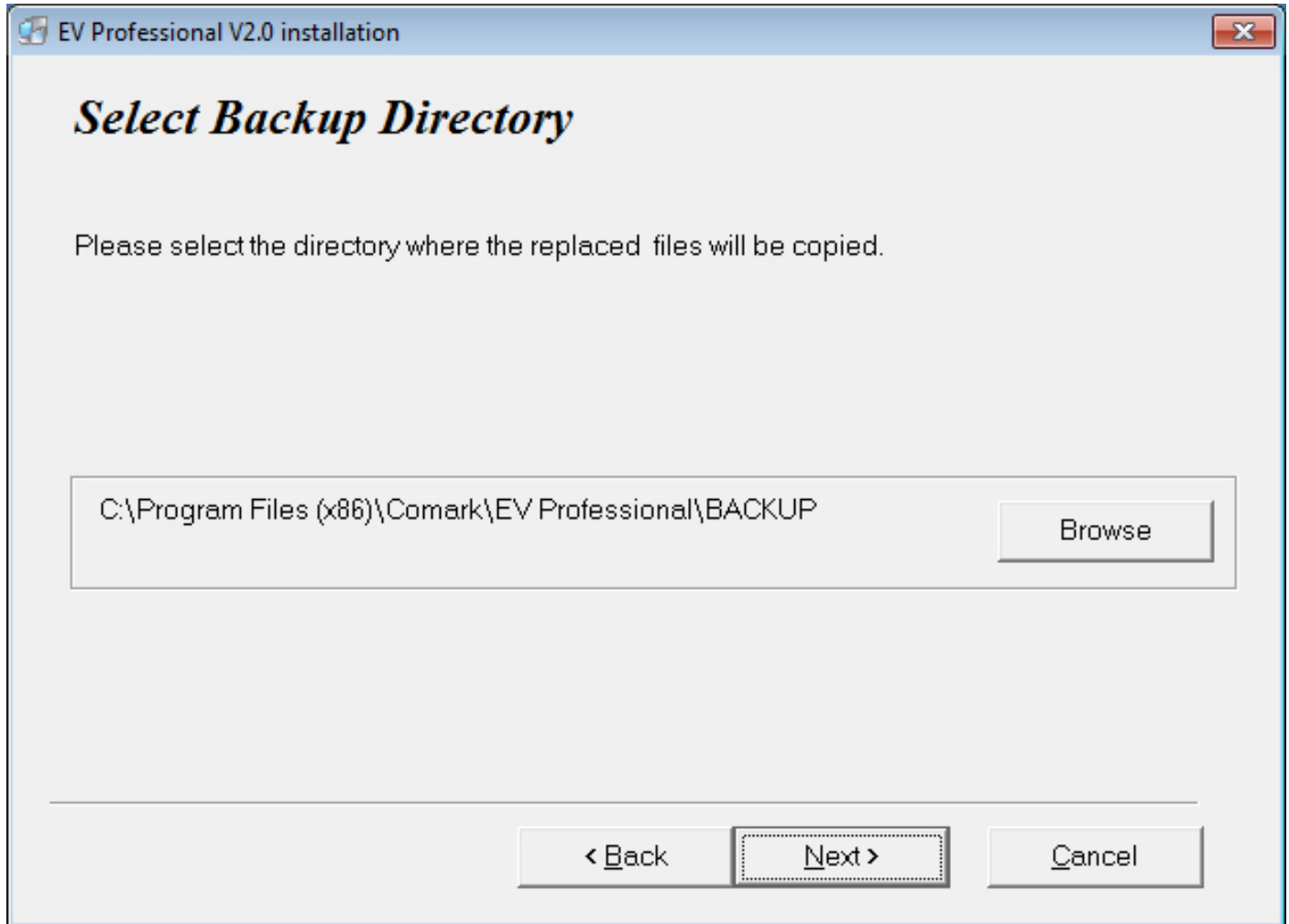
Backup Files

Click Next to continue.



Location of Backup Files

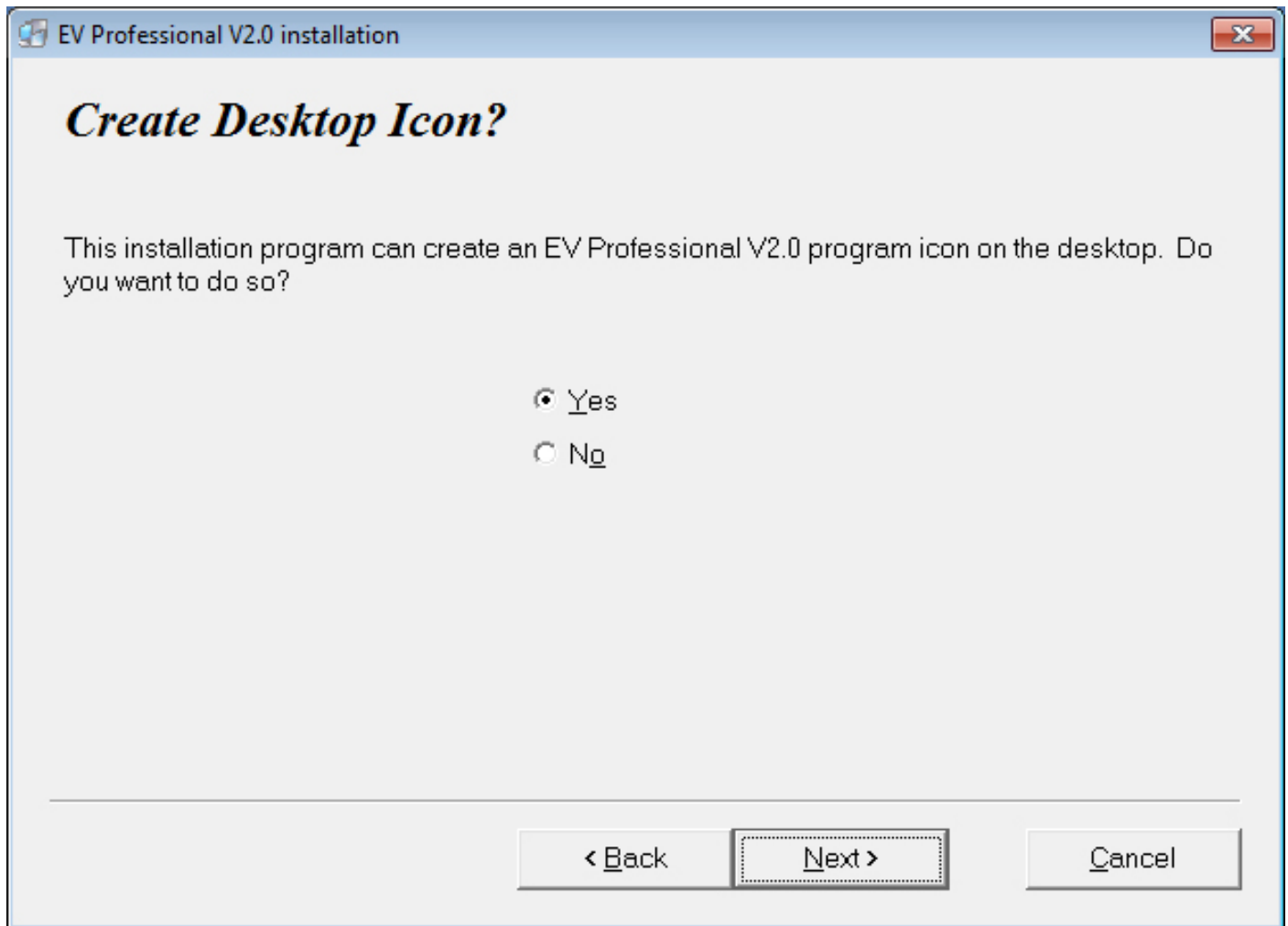
As previously change the location of the backup files if required and click Next to continue.



Create Desktop Icon

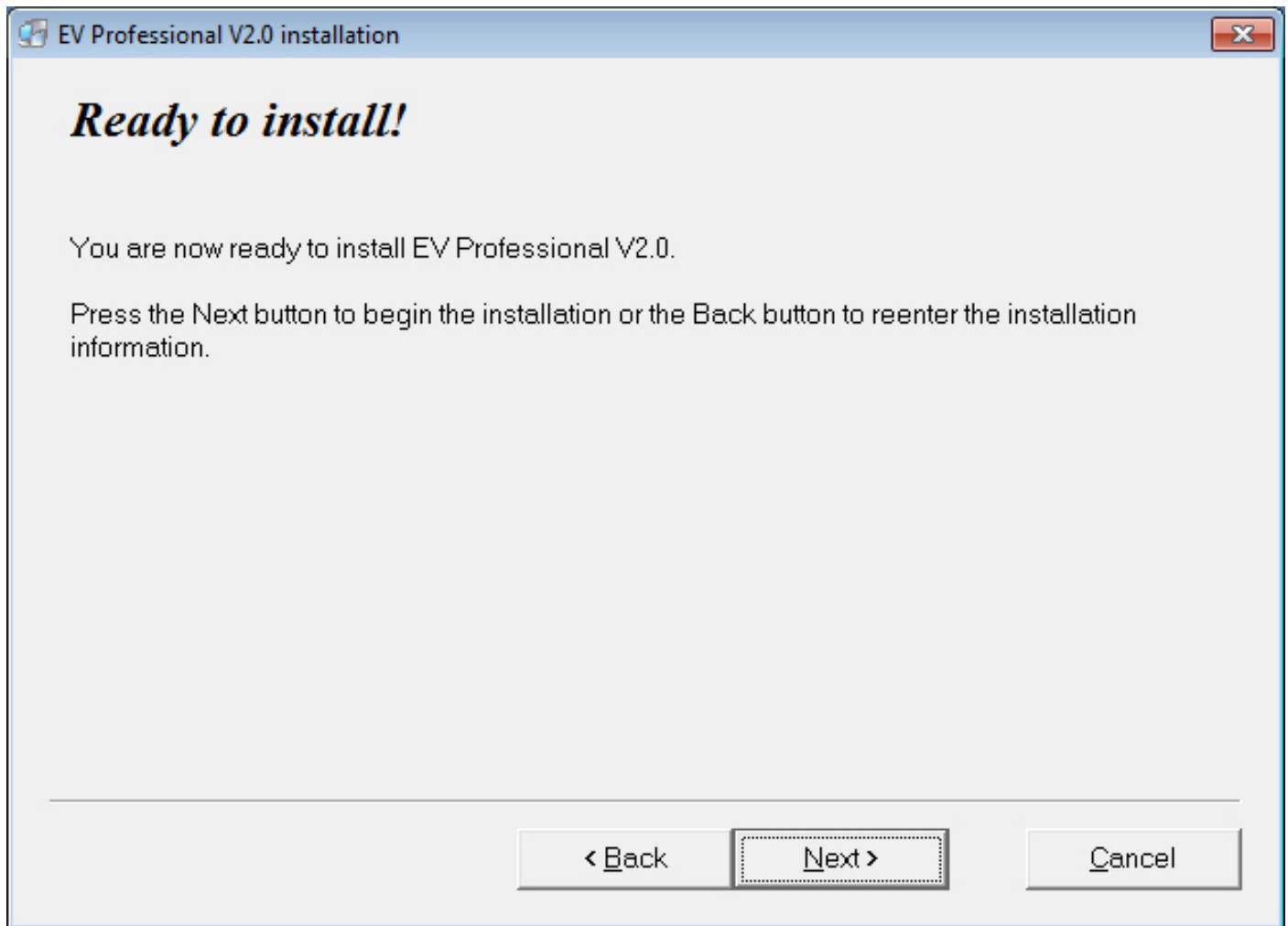
The software can automatically create a Desktop ICON if you wish.

Click Next to continue.



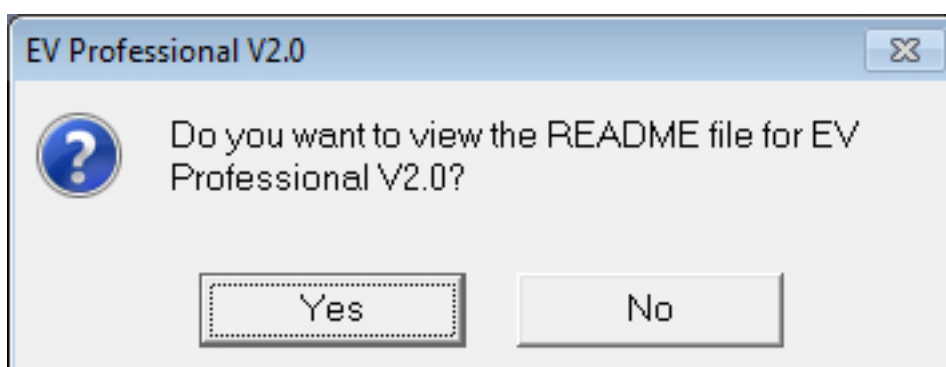
Software Installation

Click Next to install the software.



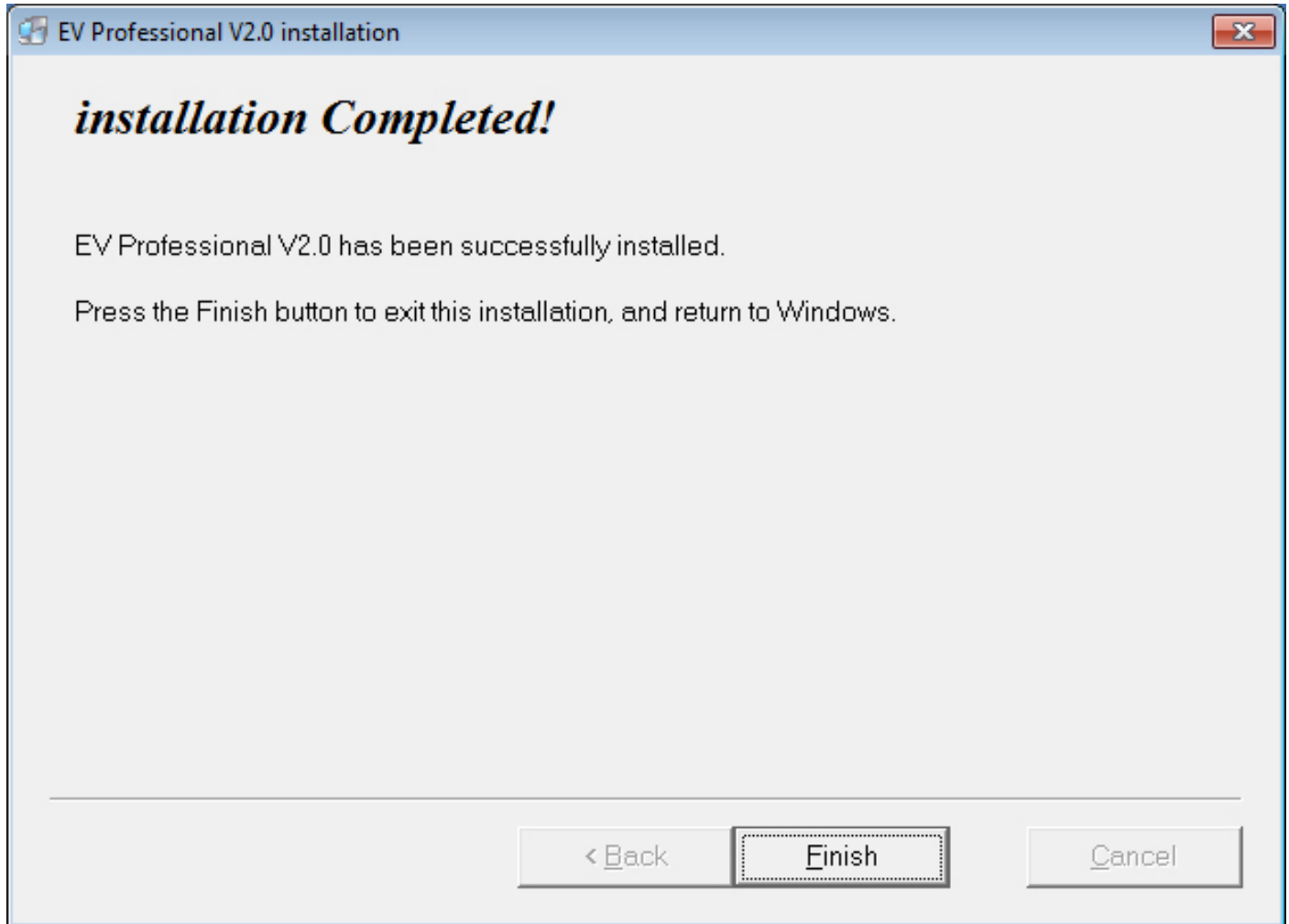
Readme File

Click Yes to open and view the ReadMe files or No to continue.



Installation Complete

Click Finish to complete the installation of the EVSW PRO Software.



Installation Complete



EVSW PRO First Use – Setup

Double Click on the Desktop ICON to open the software....



Set Language

Choose your language by selecting the appropriate Flag.

Click OK to continue.



First Administrator

The software requires you to install a First Administrator.

Click New User at the bottom of this page.

System users

ID	Name
1	Comark

User settings

☐ Disabled


☒ Administrator

Name

Comark

Password

#####



Enabled system functions

All ON

All OFF

Function	Enabled
Electronic signer	<input type="checkbox"/>
Modify options	<input type="checkbox"/>
Modify tasks	<input type="checkbox"/>
Create new task	<input type="checkbox"/>
Program task	<input type="checkbox"/>
Add/modify graph annotations	<input type="checkbox"/>
Create/modify multiple graphs	<input type="checkbox"/>
Print graphs/data	<input type="checkbox"/>
Filter tasks/sessions	<input type="checkbox"/>
View or print audit trail	<input type="checkbox"/>
User password expires	<input type="checkbox"/>
Change language	<input type="checkbox"/>
Archive data	<input type="checkbox"/>
Review existing archive	<input type="checkbox"/>
Export data to MDB or CSV file	<input type="checkbox"/>


Please note that a user cannot be deleted and a user name cannot be changed once that user has signed or edited a record


New User


Delete User

Password expiry period (days)

90



 Set expiry for all

 OK

New User

Enter the name of the new User in the Name Box, enter a Password for the new User and Click in the Administrator Tick Box.

For instructions on installing new/additional users please refer to the Comark EVSW Operating Guide. Which can be downloaded here....[insert Portal LINK](#).

System users

ID	Name
1	Comark
2	Administrator

User settings

☐ Disabled
☒ Administrator

Name: Administrator

Password: #####

Enabled system functions All ON All OFF

Function	Enabled
Electronic signer	<input checked="" type="checkbox"/>
Modify options	<input checked="" type="checkbox"/>
Modify tasks	<input checked="" type="checkbox"/>
Create new task	<input checked="" type="checkbox"/>
Program task	<input checked="" type="checkbox"/>
Add/modify graph annotations	<input checked="" type="checkbox"/>
Create/modify multiple graphs	<input checked="" type="checkbox"/>
Print graphs/data	<input checked="" type="checkbox"/>
Filter tasks/sessions	<input checked="" type="checkbox"/>
View or print audit trail	<input checked="" type="checkbox"/>
User password expires	<input type="checkbox"/>
Change language	<input checked="" type="checkbox"/>
Archive data	<input checked="" type="checkbox"/>
Review existing archive	<input checked="" type="checkbox"/>
Export data to MDB or CSV file	<input checked="" type="checkbox"/>

Please note that a user cannot be deleted and a user name cannot be changed once that user has signed or edited a record

New User Delete User

Password expiry period (days) 90

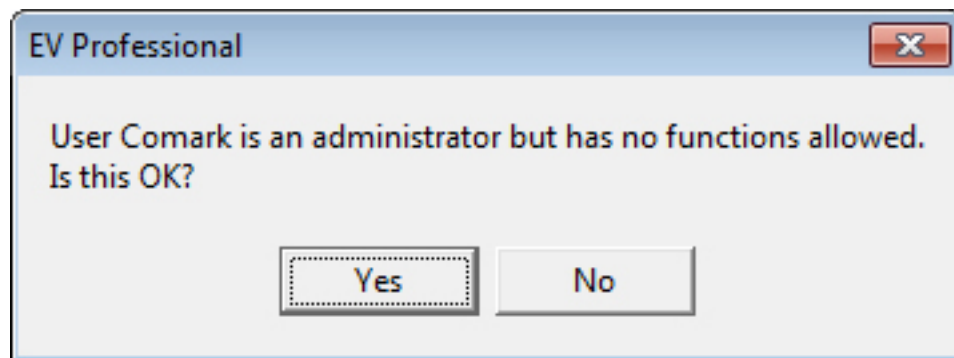
Set expiry for all

OK

Click on OK to save new user.

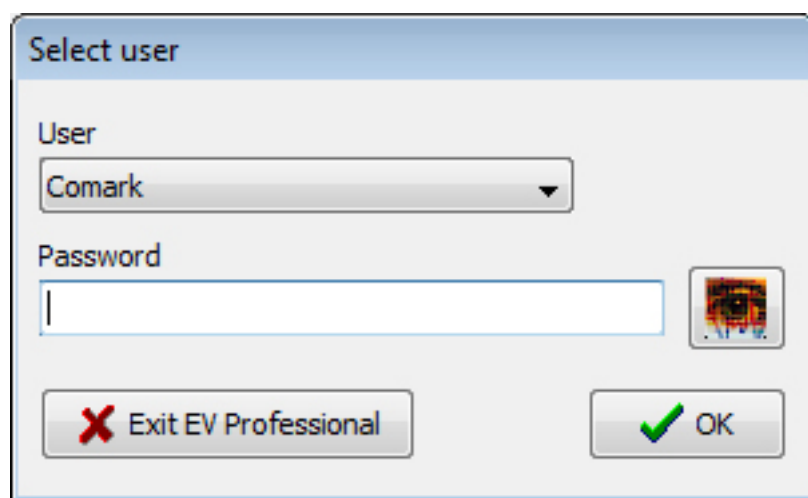
Comark User

Click on Yes to accept this warning message.



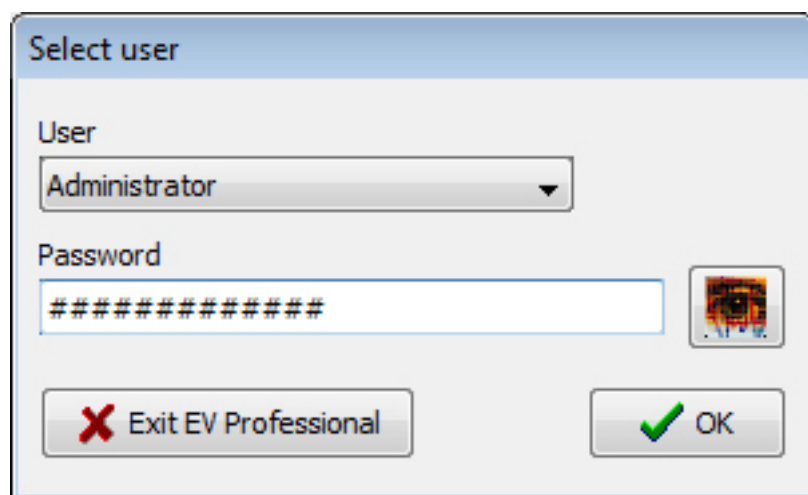
Login for the 1st Time

Select the user name from the drop down, enter your password and click OK.



Note: Process is two stages, so please select your name again, enter your password and click OK.

Normal login from now on will not include this repeat process.



End.