

# *TravCom CS*

## Contents

System Requirements.....	1
Installing TravCom CS .....	2
Starting the MSDE Service Manager .....	4
Connecting to a Database.....	5
Creating a Data Source .....	5
Creating a Database .....	6
Logging into TravCom CS.....	10

Copyright (C) 1983, 2005  
Travel Computer Systems  
4256 Overland Ave.  
Culver City, CA 90230  
Telephone (800) TRAVCOM  
FAX (310) 558-3160

### **Warning:**

This software and setup guide are protected by all applicable copyright laws. The details of permitted uses of the product are set forth in the program licensing agreement. Any unauthorized duplication of the TravCom CS software or this setup guide is strictly prohibited.

## System Requirements

The following are the minimum requirements for any computer that will be running TravCom CS:

### Client PC

The Client PC is the computer which will be running the TravCom CS program. The minimum requirements for this computer are:

- Operating System: Windows 98, 98 Second Edition, ME, 2000, XP, NT 4 (service pack 4 or higher)
- Processor: 300 MHz <sup>1</sup>
- Memory: 32 MB <sup>1</sup>
- Hard Drive: 75 MB <sup>1</sup>
- Additional: CD-ROM drive, serial port for interface, printer (laser printer recommended)

### Database Server PC <sup>2</sup>

The Database Server PC is the computer which will be running the database server software. The minimum requirements for this computer are:

#### MSDE (included)

- Operating System: Windows 98, 98 Second Edition, ME, 2000, XP, NT 4 (service pack 4 or higher)
- Processor: 300 MHz
- Memory: 32 MB
- Hard Drive: Program files: 55 MB, Data files: 7 ½ MB per \$1 Million <sup>3</sup>
- Additional: CD-ROM drive

#### Microsoft SQL Server (purchased separately)

- Operating System: Windows NT Server 4.0 (service pack 5 or higher), Windows 2000 Advanced Server, Windows 2000 Data Center Server
- Processor: 300 MHz
- Memory: 32 MB for SQL Server 2000 Standard Edition, 64 MB for Enterprise Edition
- Hard Drive: Program files: 65 MB – 180 MB, Data files: 7 ½ MB per \$1 Million <sup>3</sup>
- Additional: CD-ROM drive (See Microsoft's website at <http://www.microsoft.com/sql> for more information on SQL Server and the requirements)

<sup>1</sup> You may use the same computer as the client PC and the database server. However, for best performance it is recommended that you increase the processor speed and memory requirements. A minimum recommendation is a 750 MHz processor and 64 MB memory. The minimum hard drive requirements are those for the Client PC as well as the Database Server PC combined.

<sup>2</sup> The computer used as the database server can either use MSDE (Microsoft Desktop Engine) or Microsoft SQL Server (version 7.0 or 2000). MSDE is included with TravCom CS and supports a maximum database size of 2 GB (approximately \$250 million) and up to 5 concurrent users. If you expect to grow beyond either of these limits then you are responsible for purchasing a licensed copy of Microsoft SQL Server from Microsoft or another third party vendor. Initially you can use MSDE and upgrade to Microsoft SQL Server when you have reached either limit.

<sup>3</sup> Space for data files is an estimate. The estimate is based on 350,000 sales transactions at an average fare of \$350 per transaction. The estimate also factors in supporting transactions such as cash receipts and cash disbursements as well as a database of 2000 client, vendor, and agent profiles.

## Installing TravCom CS

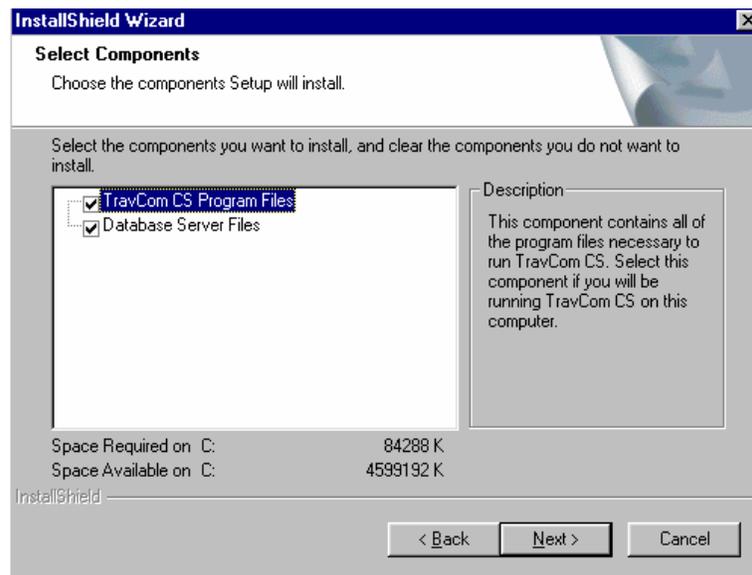
Welcome to the TravCom CS Setup Guide. This booklet will give you simple instructions to help you install TravCom CS on your personal computer or on a network. To begin the installation insert the TravCom CS CD into your CD-ROM drive and close the drive door. The Setup program should start automatically. If the Setup program does not start you can start it manually:

1. Click **Start > Run**.
2. In the Run dialog box enter the following command, replacing “d” with the letter assigned to your CD-ROM drive:  
d:\setup.exe
3. Press **ENTER**, or click **OK**.

After the Setup program starts the Welcome screen will appear. Click **Next** to continue with the setup.

Read through the TravCom CS license agreement. Click **Yes** to accept the license agreement and continue with the setup.

The screen below allows you to select which components you would like to install:



The *TravCom CS Program Files* component contains the TravCom CS program and all utilities. You must install this component if you plan to run TravCom CS on the current computer or any of the utilities.

The *Database Server Files* component contains the files necessary for administering the database. Install this component only if ALL of the following are true:

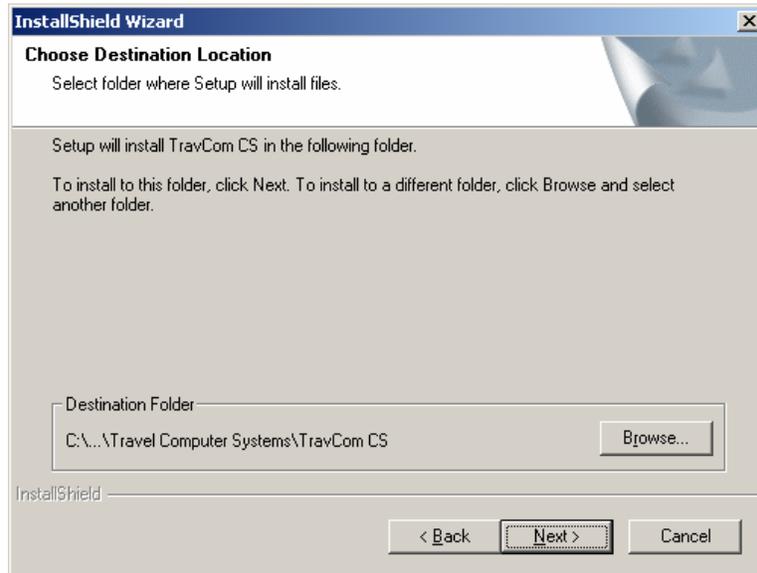
1. You do not have your own licensed copy of Microsoft SQL Server.
2. The current computer will act as the server for the databases.
3. You have not installed the Database Server Files component on any other computer.

Selecting this component will install the Microsoft Desktop Engine (MSDE) which is a database server based on Microsoft’s SQL Server technology. If you own a licensed copy of Microsoft SQL Server and wish to use it as your database server then you do not need to install MSDE. However, if you do not own Microsoft SQL Server then you **MUST** install MSDE on one computer. After you have selected the components to install click **Next** to continue.

Next, select the location in which to install the TravCom CS program files. The default folder is C:\Program Files\Travel Computer Systems\TravCom CS. If you would like to change the location click the **Browse** button and select the desired location.

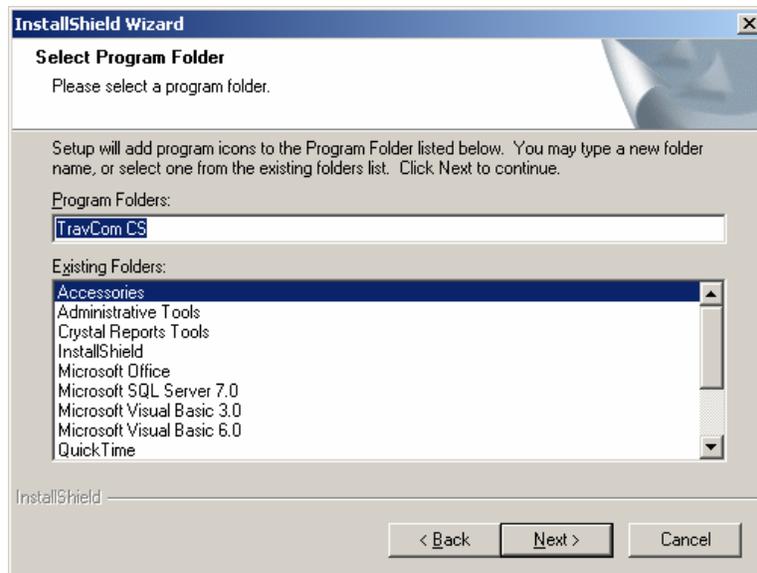
**Note:** It is recommended that you leave the location as the default. In case you ever need assistance from the TravCom Help Desk the support representative will know where TravCom CS has been installed.

After selecting the destination folder click **Next** to continue.



The next screen allows you to select the program folder in which to install the program shortcuts. The default is TravCom CS. These shortcuts in the program folder is where you can select to run TravCom CS or any of the utility programs. To access the program folder click Start > Programs and then select the TravCom CS program folder for a list of all the program shortcuts.

After selecting the program folder click **Next** to continue.



The setup program is now ready to begin installing TravCom CS. A summary of your selections will appear. If the summary list looks correct click **Next** to begin installing TravCom CS. Otherwise, click the **Back** button to modify any of the settings.

The setup program will begin installing the components you have selected. When the setup is complete you will need to reboot your computer.

If you will be installing TravCom CS on more computers then repeat these installation procedures for each computer. However, if you selected to install the Database Server Files component then **DO NOT** install this component on any other computer. The Database Server Files only need to be installed on one computer, whichever computer you have selected to act as the database server.

## Starting the MSDE Service Manager

If you installed MSDE you will need to start the MSDE Service Manager before performing any database operations. In most cases the Service Manager will start when you reboot your computer. Depending on your version of Windows the Service Manager will install differently.

### Windows 95, Windows 98, Windows ME

If you installed MSDE on a Windows 95, Windows 98, or Windows ME computer the Service Manager will install as a shortcut in the Startup program group. This means that whenever you reboot your computer the Service Manager will startup automatically. To confirm this you should see a Service Manager icon in your System Tray (lower right corner of the screen). 

The Service Manager icon should have a green arrow in it. This indicates that the SQL Server service has been started. If the it shows a red circle instead then the service has been stopped. Double click on the icon to bring up the Service Manager.



Click *Start/Continue* and after a few seconds the service will start. Select the *Auto-start service when OS starts* checkbox to ensure that the service will start automatically whenever you start your computer. Close the Service Manager.

### Windows 2000, Windows XP, Windows 2003 Server

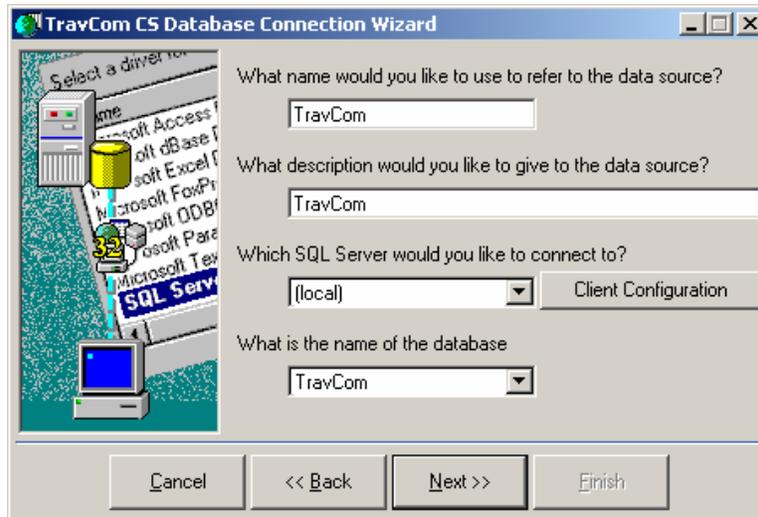
If you installed MSDE on a Windows 2000, Windows XP, or Windows 2003 Server computer the SQL Server will install as a Service. Simply reboot your computer and the service will start automatically.

## Connecting to a Database

Before using TravCom CS you must first create a database and then tell TravCom CS where that database is located. This is done by using the Database Connection Wizard. Run the Database Connection Wizard by selecting Start > Programs > TravCom CS > Database Connection Wizard. The Database Connection Wizard will guide you through the process of creating the database and specifying the necessary information for connecting to the database.

### Creating a Data Source

TravCom CS uses a technology called ODBC (Open Database Connectivity) to connect to a database. An ODBC Data Source contains the necessary information needed to connect to the database, such as the name of the server and the name of the database. The Database Connection Wizard will prompt you for this information. Following is a description of each field necessary for creating the ODBC Data Source.



#### Data Source Name

This is the name you would like to call the Data Source. When you log into TravCom for the first time you will be prompted for this Data Source name.

#### Description

This is a description for the Data Source. You can enter anything you like into this field.

#### SQL Server Name

This is the name of the computer which contains the database server files and is running Microsoft SQL Server or MSDE. Generally this is just the name of the computer on the network. For instance, if the computer name is NetworkServer then you will enter NetworkServer in this field. . Alternately you can enter the IP address of the server in this field. Check with your network administrator for help with this field if necessary.

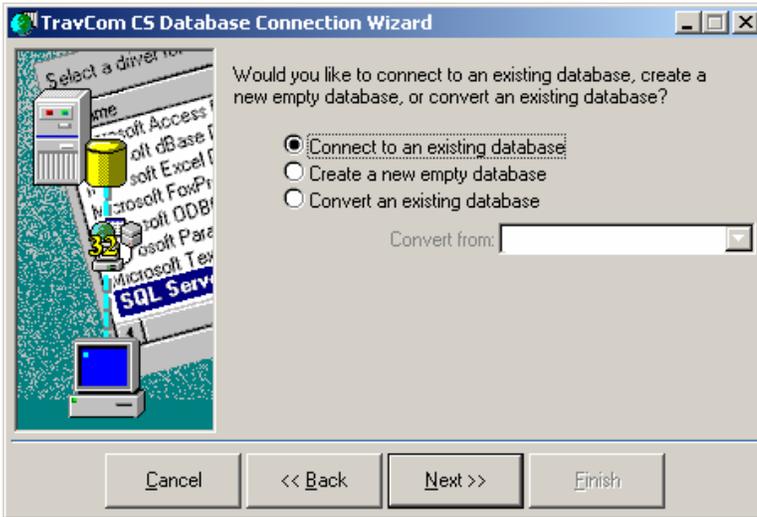
If the database server is the current computer you are working on then you can leave the SQL Server Name as (local). This tells the ODBC Data Source that the database server is on the local computer.

#### Database Name

This is the name of the database on the SQL Server computer. If the database has already been created you can then click the drop-down button to display the list of databases.

## Creating a Database

Before any installation of TravCom CS can be run a database must be created. The remaining screens of the Database Connection Wizard will allow you to create the database on the server.



There are three options for creating or connecting to the database:

### Connect to an existing database

Use this option if the database has already been created from another computer. The database will only need to be created once. All other workstations can connect directly to the existing database.

### Create a new empty database

Use this option if you are starting TravCom CS with a fresh, clean installation. The database will be created with a set of preloaded data. There will not be any sales or history information created.

### Convert an existing database

Use this option if you are converting data from an existing back-office system to TravCom CS. Select the existing back-office system from the drop-down list of options.

**Note:** The database only needs to be created once from either the server or one of the workstations, whether you are creating a new, database or converting an existing database. If TravCom CS is installed on multiple computers then create a new database or convert existing data from only one of the computers. Then all other computers will select the option to Connect to an Existing Database.

If you selected to create a new empty database or convert an existing database it is necessary to have the SQL Server Administrator login and password.



For a new MSDE server installation the Administrator Login ID is **sa** and the password is blank. For SQL Server installations you will need to contact your network administrator for this information. If the password is blank, as in the case of MSDE installations, the Database Connection Wizard will then prompt you for a new password. It is a large security risk to leave the Administrator password blank and it must be changed. Otherwise, anyone would be able to access your data including hackers and open up your system to computer virus vulnerabilities.

The last step is to click **Finish**. The Database Connection Wizard will take all the information that you entered, create the ODBC Data Source, and if selected create the database and convert any existing data. A message box will appear when the operation is complete.

**Note:** If you are creating a new empty database or converting existing data the program may appear to lock up when creating preloaded data. **DO NOT REBOOT YOUR COMPUTER!** The preloaded data consists of a table of Postal Codes which needs to be imported into the database. This is a very large file and can take several minutes to complete.

## Converting Existing Data

If you are converting to TravCom from another back-office accounting system the Database Connection Wizard allows you to convert your old data to TravCom CS for several other systems. Run the Database Connection Wizard and follow the steps for connecting to a database. When you reach the screen with the three options for connecting to an existing database, creating a new empty database, or converting an existing database, select the last option to convert an existing database. Click **Next** and a screen will appear prompting you for the location of the existing database. Click **Browse** to select the location and follow the remaining instructions on the screen. These instructions will be different depending on the existing data from which you are converting. Follow the remaining steps for connecting to a database to complete the conversion of the data.

**Note:** The database only needs to be converted from one of the computers. If TravCom CS is installed on multiple computers then convert existing data from only one of the computers. Then all other computers will select the option to Connect to an Existing Database.

## Connecting to an Existing Database

If you have installed TravCom CS on multiple computers it is necessary to create the database from one of the computers. Run the Database Connection Wizard and follow the steps for connecting to a database. After the database has been created, either a new empty database or a database converted from another system, then all other computers must connect to this existing database. From the Database Connection Wizard enter the SQL Server and the Database Name on the first screen. The Database Name must be the exact same name used when creating the database. Then on the next screen just select the first option to connect to an existing database. Click **Next** and then **Finish**. The ODBC Data Source will be created and you are ready to log into TravCom CS.

## Logging into TravCom CS

Before using TravCom CS every user will need to log into the database. Every user will need a unique Login and Password. TravCom CS comes preloaded with one Administrator user. The Login is **Admin** and the Password is **master**. Additional user logins can be added in the TravCom CS Setup functions. Refer to the online help for information on creating users.

To login to TravCom CS select the Data Source that was created in the Database Connection Wizard. Then, enter the Login and Password for the user.



If the Login and Password match that of a valid user then you will see the TravCom CS main menu screen. Enter the registration number provided to you by TravCom to register your copy of the program.

**Congratulations!** You have successfully installed TravCom CS, created an ODBC Data Source, created the database, and logged into the system. You are now ready to begin setting up the preferences and features of TravCom CS to use on a regular basis.

For further information on setting up TravCom CS please refer to the Getting Started section of the online help. You can access the online help from the Help option of the TravCom CS main menu, or hit the F1 key on your keyboard from anywhere within TravCom CS for help on that topic.