

## How to Setup a New Workstation

1. Go to an existing Workstation, where Data Plus is currently running. Open Windows Explorer and see how the Data Plus drive is mapped (usually mapped to the O drive). Example "Apps on 'DPI\_1' (O:)" or "\\DPI\_01pps".
2. Map the same Network Drive on the new workstation.
3. On the new workstation, browse to the Data Plus directory. Inside the folder labeled Dataplus, you should see a folder called Workstation Setup. (If you are an older installation, the folder may be called Workstation, Client, or Icons.) Copy the Host & Services files from this folder. (If you are unable to locate this folder, you may copy the files from an existing workstation onto a diskette.)
4. Paste the Host & Services files into one of the following locations. The location in which you place these files depends on the type of operating system you are running. If you are not sure what operating system you have, right click on My Computer and select Properties.

### Hosts and Services Locations

**Windows NT, Windows 2000 Operating Systems = C:\winnt\system32\drivers\etc**

**Win95, 98, ME Operating Systems = C:\windows**

**Windows XP = C:\windows\system32\drivers\etc**

5. On the new Workstation, open Windows Explorer and browse to your dataplus folder where you should see a folder called Workstation Setup. If you are an older installation, the folder may be called Workstation, Client or Icons. In this folder, you should find the Data Plus Icons. Copy the icons to the desktop of the new workstation. Once you have done that, double-click on the icons to login to Data Plus!

As long as the Data Plus drive is mapped correctly, and the hosts/services files are placed in the correct folder you should be able to log right in!

*Please Note: Data Plus Support Contract does not include configuring new Hardware, Workstations, etc. If you follow these steps, and are still unable to get the new workstation to function, call Data Plus Support for help. Based on consultation nature and time, billing may be required.*

If you would like to know what is covered in the support contract visit:  
<http://www.dphs.com/> and click on the support link.