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BPMS 7 Administrator

Setting up a Test Environment

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Purpose of this Document

This document explains how to set up a Test environment for BPMS Administrator.

A test environment can be helpful in the following situations:

- To train new staff
- To test a new version of a BPMS application after a new release before updating the production environment
- > The investigate how to reproduce a software glitch
- > To test BPMS Import feature against a test database before executing in production

Step 1 – Copy Back-End from Production Environment

Make a copy of the production back-end folder to a test folder. (e.g. \\MYLAN\Water\BPMS7AD_Test\)

Step 2 – Copy SQL Server Database to Test Server (if applicable)

If you have a SQL Server database, ask your IT staff (e.g. database administrator) to make a copy of the production database to a test server. We recommend using a different database name than in the production environment such as **BPMS_Test**, preferably installed on a different database server.

Detailed instructions can be found in document <u>www.bpms.net/docs/BPMS7_Admin_SQLServer.pdf</u>. If you are upgrading from version 6 to version 7, follow instructions from section "STEP 2c – Upgrading from v6 with SQL Database".

Step 3 - Software Download (Test Environment)

If you need to install or reinstall the full "BPMS 7 Admin (Test)" application, click URL below:

DOWNLOAD BPMS 7 (Test) Full Install (Approx. 110 MB)

To update on a computer that already has "BPMS 7 Admin (Test)" installed, click URL below:

DOWNLOAD BPMS 7 (Test) update (Approx. 13 MB)

Step 4 – Install Software

Run the **SETUP_BPMS7A_TEST.EXE** file downloaded in Step 3.

BPMS 7 Admin (Test) Inst	allation	—
	Select Program Dire Please select the directory where the BPMS program files are to be installed.	C tory 7 Admin (Test)
\$,*	C:\Program Files (x86)\BPMS7A_Test	Browse
	Current Free Disk Space: Free Disk Space After Install:	76524032 k 76357413 k
	< Back	<u>C</u> ancel

The default installation folder for the client application is C:\Program Files (x86)\BPMS7A_Test.

When you get to the step where you need to select the back-end folder, be sure to specify the test folder created in Step 1. If folder is on a network, use a UNC path (e.g. \\MYLAN\Water\BPMS7AD_Test) instead of a mapped drive as shown below.

BPMS 7 Admin (Test) Inst	allation	×
	Select Back End Directory Please select the directory for the back-end (data) files. IMPORIANT On a Network use UNC Path such as IMPLANWater\BPMS7AD_Test C:\BPMS7AD_Test Browse	2
	< <u>B</u> ack <u>Next></u>	el

After installation, a red icon labeled "**BPMS 7 Admin (Test)**" should be added to the desktop. If you are afraid the user may accidentally open this app and enter production data, you can

remove that icon and tell the user that it can be run from Windows Start Start -> All Programs => BPMS 7 Admin (Test).

Step 5 – Grant Modify Permissions to BPMS Client Folder

Each user that will run BPMS needs modify permission to the BPMS application folder by following these steps:

- 1. Open the COMPUTER application
- 2. Locate the folder where BPMS is installed. The default folder is either:

C:\Program Files\BP	MS7A\ (32 bit)		
C:\Program Files (x8	6)\BPMS7A\ (64 bi	t)	
-			
🌀 🍚 🤜 🕨 Compu	iter ► Local Disk (C:) ► Program Files	(x86) 🕨	
Organize 🔻 🛛 Include	in library 👻 Share with 👻 Burr	n New folder	
🔆 Favorites	Name	Date modified	Туре
🧮 Desktop	🌗 Arcsoft	3/19/2011 5:31 PM	File folder
🗼 Downloads	🌗 ATI Technologies	3/19/2011 5:21 PM	File folder
归 Recent Places	퉬 Bing Bar Installer	12/4/2010 9:28 AM	File folder
	📕 BPMS6A	6/5/2011 8:50 PM	File folder

3. Right-click the BPMS7A folder then choose Properties

👃 BPMS7A Properties 🗧	x
General Sharing Security Previous Versions Customize	
Object name: C:\Program Files (x86)\BPMS7A	
Group or user names:	
& Administrators (BPMS02\Administrators)	
Users (BPMS02\Users)	
StrustedInstaller	
	-
4	-
To change permissions, click Edit.	ור
	- I
Permissions for Users Allow Deny	_
Full control	h.
Modify	
Read & execute 🗸 🛛	Ξ.
List folder contents 🗸	
Read 🗸	_
Write	-
For special permissions or advanced settings, Advanced Advanced.	
Learn about access control and permissions	
OK Cancel Apply	

- 4. Scroll down the list of "Group or user names" then click on the group that stars with "Users (".
- 5. Click on the **Edit** button
- 6. Click again on the group that stars with "Users (".
- 7. Click on the Modify check box as shown below then click OK.

Permissions for BPMS7A		×
Security		
Object name: C:\Program Files	(x86)\BPMS7A	
Group or user names:		
& CREATOR OWNER		
SYSTEM		
Administrators (BPMS02 Users (BPMS02) Users)	ministrators)	
Restance (Ser Mode Coscia)		
	Add	Remove
Permissions for Users	Allow	Deny
Full control		
Modify		
Read & execute	1	
List folder contents	~	
Read	~	-
Learn about access control and p	emissions	
ОК	Cancel	Apply

- 8. If Microsoft Access 2007 or older is installed, you can click OK to close the Properties dialog box. No need to follow the rest of the steps.
- 9. If Microsoft Access 2010 or newer is installed, you also need to grant access to individual Windows user (or Active Directory group) modify permission to the folder above otherwise the application will open as Read-Only as shown on the screen shot below.

			BPMS 6 Admin		
File	Home Create E	xternal Data Database Tools Add-Ins			
View Views	Paste Clipboard	Filter	New Σ Totals Refresh All → Save Spelling Records More →	Find Replace	Size to Switch Fit Form Windows + Window
ы. 19 -	(u - =				
🗊 Rea	d-Only This database has	been opened read-only. You can only change	data in linked tables. To make design	n changes, save a copy	y of the database. Save As
			💼 Run Reminder/Select Database	22	
			-Run Reminder	2010 mean	ns Microsoft Access 2010
Switchboard - Carle Place W DB Type: MS Access		23 US/Canada: 877-250-2698			
		DB Name: bpd_00d.mdb	Select Database to Open/Check:	<u>E</u> dit List	nternational: 604-413, 830 Version 6.13z (2010)
From	the Properties of	dialog box, click 📑 😵 Edt	then click	d	
	the Mindewe II			Check	k Names

11. Enter the Windows User Name (or active directory group name then click Check Names then click OK.

Select Users or Groups		? 💌
Select this object type:		
Users, Groups, or Built-in security principals		Object Types
From this location:		
BPMS02		Locations
Enter the entert names to select (examples):		
ENISCB		Check Names
	<u>\</u>	
Advanced	ОК	Cancel

12. Select the object you added in the previous step then check the **Modify** box under **Allow** then click **Apply** then click **OK**.

👃 Permissions for BPMS6A		— ×
Security		
Object name: C:\Program Files ((x86)\BPMS6A	
Group or user names:		
		1
& SYSTEM		/
Administrators (C148565\Adm	ninistrators) 🤸	
ENISCB (ENISCB@ds.city.va	ancouver.bc.ca)	
Sers (L148565/Users)		
	Add	Remove
Permissions for ENISCB 2	Allow	Deny
Full control		
Modify	- 🔽	
Read & execute	V	
List folder contents	V	
Read	V	
Learn about access control and pe	ermissions	3
OK	Cancel	Apply

- 13. Repeat step 10 to 12 for each additional user that may use this machine.
- 14. When you are done, click OK to close the folder Properties window.
- 15. If the data folder is located on your local computer, repeat the procedure above for the data folder. The default folder is: **C:\BPMS7AD\.** If you data folder is located on a network, make sure all BPMS users have modify permissions to the folder.

Step 6 – Run the "BPMS 7 Admin (Test)" Application

The first time you run the application, the following dialog box may appear.

BPMS Evaluation Copy	23
BPMS - Backflow Prevention Monitoring Software Copyright 1997-2012 BPMS Software All rights reserved	
This evaluation copy of BPMS is fully functional with the exeption that the number of new backflow prevention assemblies is limited to 50.	
To order, contact:	
BPMS Software, 4060 Irmin Street, Burnaby, BC V5J 1X4 Tel: 604-419-1830 877-250-2638 (Toll Free North America) Fax: (604) 648-9785 e-mail: bpms@bpms.net	
I understand that I may use BPMS only for evaluation and that any other use requires purchase of a license.	

Click **Register** then enter your product key. The Product Key can be found on the BPMS CD-ROM jewel case. If you don't have it, email <u>bpms@bpms.net</u>

In BPMS applications, the only visible differences will be:

> The Switchboard title will also end with "(Test)".

Switchboard - City of Concord (Test)		Microsoft Access version 2002	×
DB Type : SQL Server DB Name: BPMS_Test	BPMS	Toll Free US/Canada: 874-2 International: 604-	50-2698 19-1830
	Backflow Software - Adminis	trator Edition Version 7.00	a (2002)

Step 7 - Add a Trusted Location for BPMS Client Folder (MS Access 2007 or newer)

If Microsoft Access 2007 or newer is installed (see screen shot above for version number), the user may receive a security warning every time the BPMS 7 Admin application is run. You can suppress usually this prompt by following these steps:

1. Run the **BPMS 7 Admin** application.



- 3. Click Add Trusted Location(s)
- 4. You should receive a message that trusted locations were added successfully.
- 5. The next time the user runs the application, the security warning should no longer appear.

Step 8 – Change Back-End Database (if applicable)

Finally, ensure that the back-end folder and database are from the test environment (not production).

To change the back-end folder and/or database, follow these steps:



- 1) From the BPMS Administrator Switchboard from click **Customize** button then click the **File Locations** tab.
- 2) For SQL Server back-end, click the the SQL Server Name, Database Name and Back-End Folder.

SQL Server Name: Populate Server List BPMS02\SQL 2008R2 Image: Im	BPMS SQL Server Login	
How should SQL Sever verify the authenticity of the login ID? Connect using Windows authentication (network login ID) Connect using SQL Server Authentication User Name: Password: Password: Database Name: BPMS_Test Back-End Folder: C:\BPMS7AD_Test Relink Tables Force Schema Update	SQL Server Name: BPMS02\SQL2008R2	
Connect using Windows addicated (network login 10) Connect using SQL Server Authentication User Name: Password: Password: Database Name: BPMS_Test Back-End Folder: C:\BPMS7AD_Test C:\BPMS7AD	How should SQL Sever verify the authenticity	of the login ID?
User Name: Password: Database Name: BPMS_Test Back-End Folder: C:\BPMS7AD_Test I Relink Tables Force Schema Update	C Connect using SQL Server Authentication	
Database Name: BPMS_Test Back-End Folder: C:\BPMS7AD_Test ▼ Relink Tables Force Schema Update	User Name:	
BPMS_Test Back-End Folder: C:\BPMS7AD_Test ✓ Relink Tables Force Schema Update OK Cancel	Database Name:	
C:\BPMS7AD_Test ✓ Relink Tables ✓ Force Schema Update OK Capcel	BPMS_Test Back-End Folder:	
Force Schema Update	C:\BPMS7AD_Test	<u> </u>
OK Cance	Force Schema Update	
		<u>OK</u> <u>Cancel</u>

3) For Microsoft Access back-end, click the browse... button next to "Back-End (Data)" text box then locate the Test folder and database.

button then update

Appendix A - Troubleshooting

If you run into problems, contact BPMS support or refer to the document "<u>Troubleshooting</u> <u>BPMS Errors</u>".

For more information about BPMS 7 Administrator updates and documentation, go to http://www.bpms.net/update7a.htm