BANDWOOD PTY LTD
ACN 052 052 356

DATABASE CONTENT REPORTER

INSTALLATION GUIDE

Bandwood Pty Limited

ACN 052 052 346

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1 INTRODUCTION

1.1 PURPOSE

This document provides a User guide to the Access Database Content Reporter System (DCR) developed for analysing Microsoft® Access Database contents.

The DCR software has been developed by Bandwood Pty Limited, Australia and has been developed around the Microsoft® Office Suite of software.

Because of the high graphic content of this document, it is recommended to print to a hardcopy to facilitate reading.

1.2 ABOUT DCR

The Database Content Reporter System provides a system to analyse and report on the contents of Microsoft® Access Databases. A sample report is below:

Full control is available via the ability to customise any report including the creation of your own report designs.

This program currently support Access 97 (limited functions, see Section **Error! Reference source not found.**), Access 200, 2002/XP., 2003 and 2007.

2 INSTALLATION

You may change the default installation folder (*C:\Database Reporter (DCR)*) to anything you like, including putting it into *C:\Program Files*.

However, we do not recommend using *C:\Program Files* for Windows Vista nor Windows 7 installations because of issues with program created files into the *C:\Program Files* folder. This is the main reason for the installation default chosen.

The installation program will create three executable programs, namely;

- *DbReporter97.exe* – used when you have an Access 97 database installation.
- *DbReporter2K.exe* – used when you have an Access 2000 - 2003 database installation.
- *DbReporter07.exe* – used when you have an Access 2007 database installation.

All the necessary support files for all versions are also installed.

2.1 ACCESS SECURITY SETTINGS

2.1.1 Access 97

No special requirements.

2.1.2 Access 2000, XP, 2003 Start-up

If you are running Access versions 2000, XP/2002, or 2003 then you will need to ensure your Access security is set to prompt, see below;
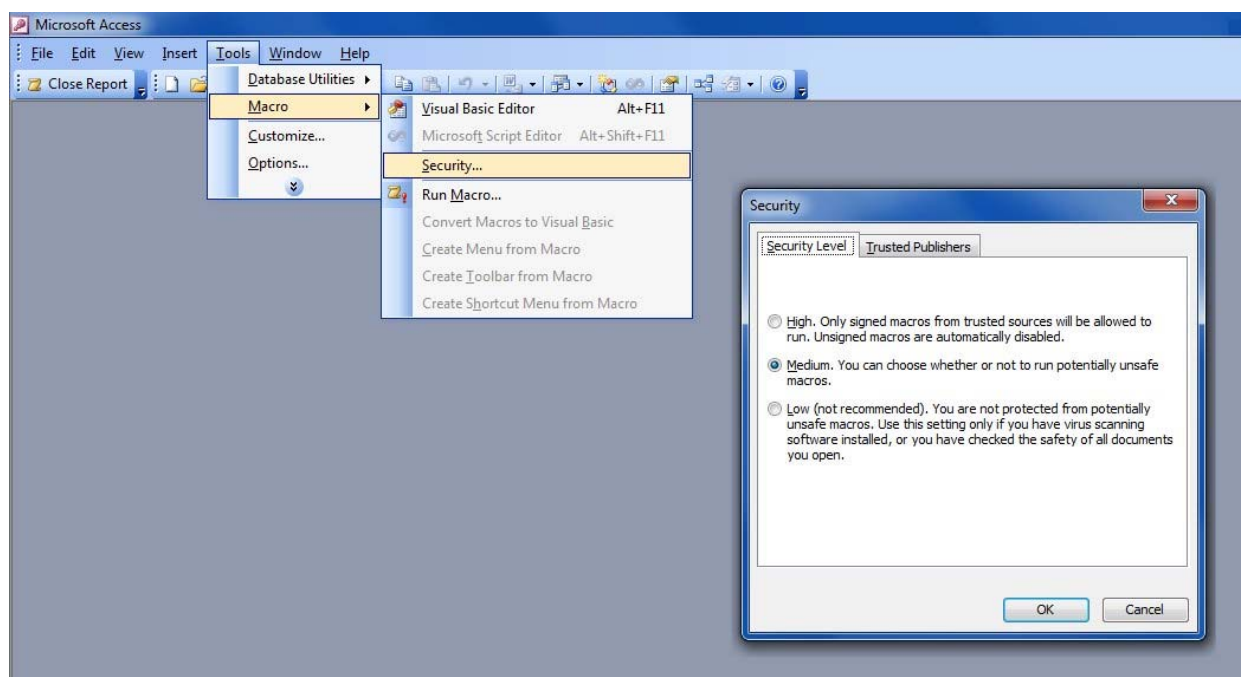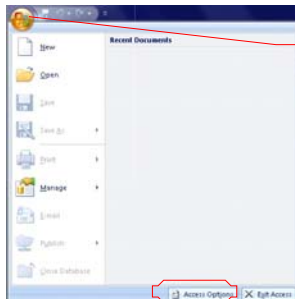

Figure 1   Access 2000/XP/2003 – Security Settings

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2.1.3 Access 2007 Security Setup

If you are running Access 2007, you will be required to perform an additional security setup within your Access program, as detailed below;

Step 1 – select the menu icon on the top right of the display, then select "Access Options", as highlighted. Then the window below is opened.

Step 2 – select the "Trust Center" tab on the left panel, then press the "Trust Center Settings", button as highlighted.

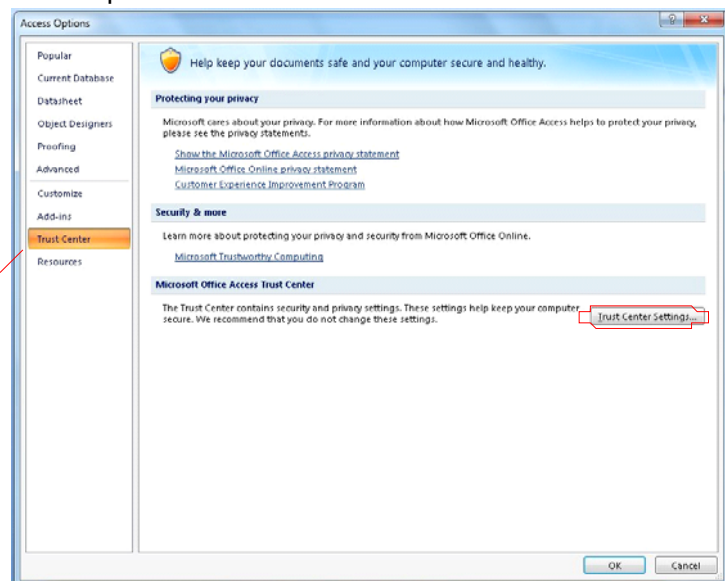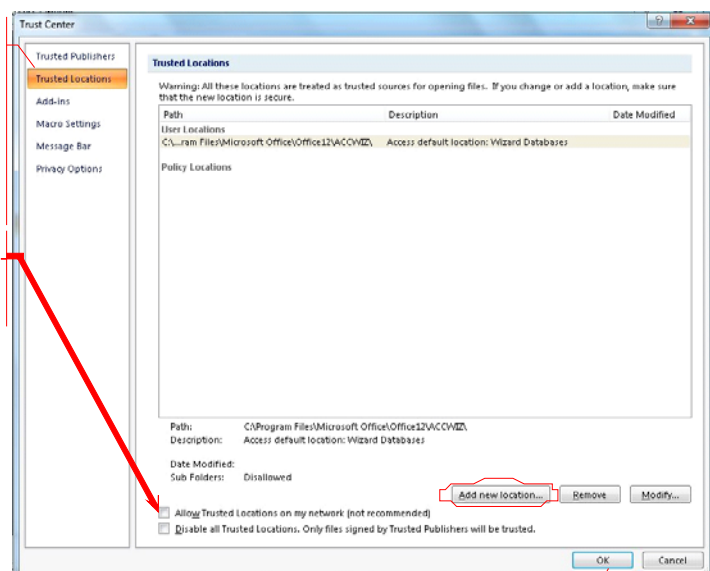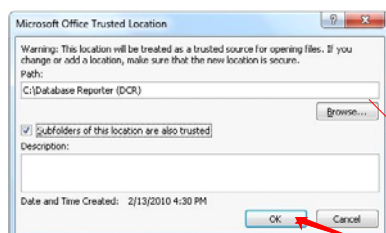Then the window in the next figure is opened.

Figure 2   Access 2007 Security Setup (Part 1)

Step 3 - This dialog will appear following on from the previous figure.

Selected the "Trusted Locations" on the left panel, then "Add new location" button. The window below will then open.

Note, if you have installed onto a network, then you will need to select the "Allow Trusted Locations on my network"

Step 4 – Select the path of your installation. The one shown here is the default installation location.

Then press "OK"

Step 5 – Then press "OK"

Figure 3   Access 2007 Security Setup (Part 2)