

Installation Instructions for the NC County Reimbursement Ledger Suite (NC-CORELS)

Version 2

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Installation Instructions for the NC County Reimbursement Ledger Suite (NC-CORELS)

Background

The Maximus Ledger Suite has been in use for more than 20 years in all 100 counties of North Carolina supporting the automated submission of the 1571 form to the state's County Admin system.

The MAXIMUS Corporation has set the end of life for the Maximus Ledger Suite at December 31, 2015. They will no longer support the product and will neither accept nor respond to support requests.

The NC DHHS Division of Social Services has retained rights to the software and has rebranded it as the NC County Reimbursement Ledger Suite (NC-CoReLS). The modules TEC and QuIC are included and will retain all of the functionality that existed within the Maximus Ledger Suite.

Effective January 1, 2016 NC-CoReLS will supersede the Maximus Ledger Suite and support will commence through the NC DHHS Help Desk available via phone at 919-855-3200 Option #2 or via email at DHHS.Customer.Support.Center@dhhs.nc.gov.

Prerequisites

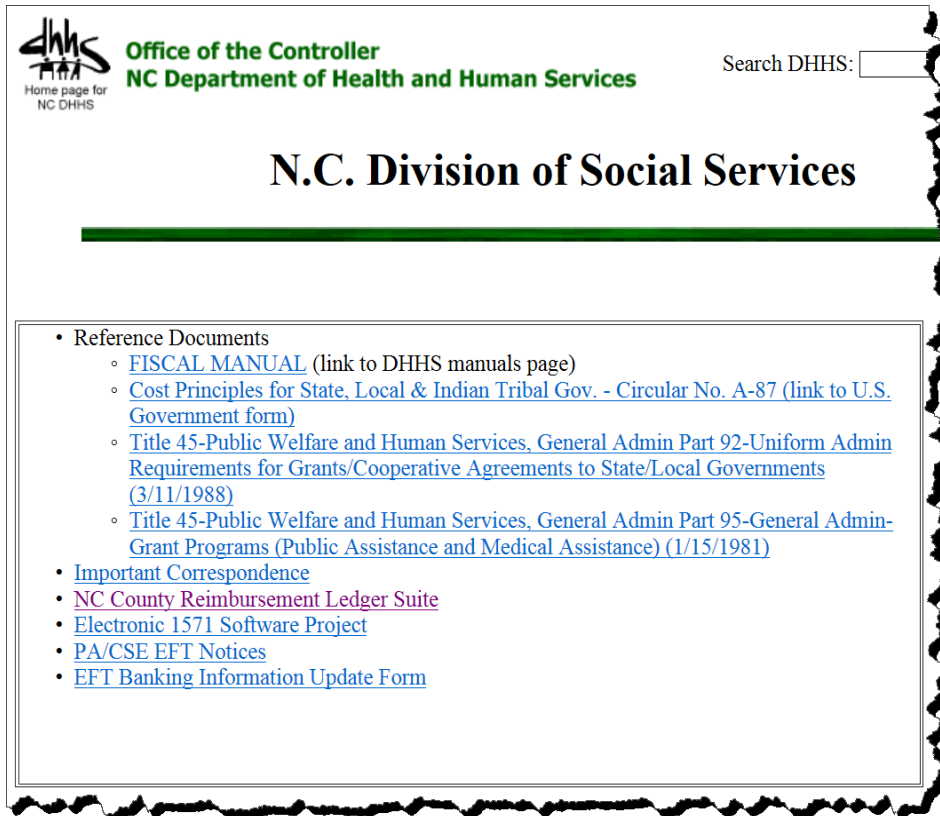
These instructions assume that there is an existing Maximus Ledger Suite installation either locally on the user's workstation or somewhere on a network or shared drive. The installation directory is generally located at **C:\Program Files\DMG** or **C:\Program Files (x86)\DMG** depending on which version of Windows is running on your workstation. Please contact support in the event that you need to create a fresh installation from scratch.

Installation - Standalone

The NC-CoReLS program files will be an addition to the files within the existing Maximus Ledger Suite folder and it will access all of the data files previously used by the Maximus Ledger Suite. This will access to the Maximus Ledger Suite.

The new software is available for download on the state DHHS DSS website at <http://www2.ncdhhs.gov/control/socserv/socserv.htm> by clicking the link [• NC County Reimbursement Ledger Suite](#) shown below.

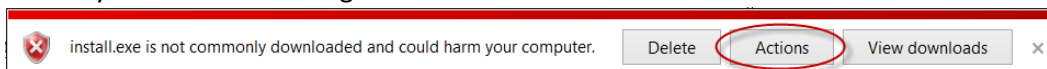
Internet Explorer 11 is the internet browser being used in these examples. Your messages may be different if you are using a different internet browser.



1. Back up your Maximus Ledger System. Do a full system backup from the Toolkit program. The password for the Toolkit program is TOOLKIT (all caps).
2. Close the Maximus Ledger Suite. It cannot be running during the installation process.
3. Click the link and click run to start the installation process.

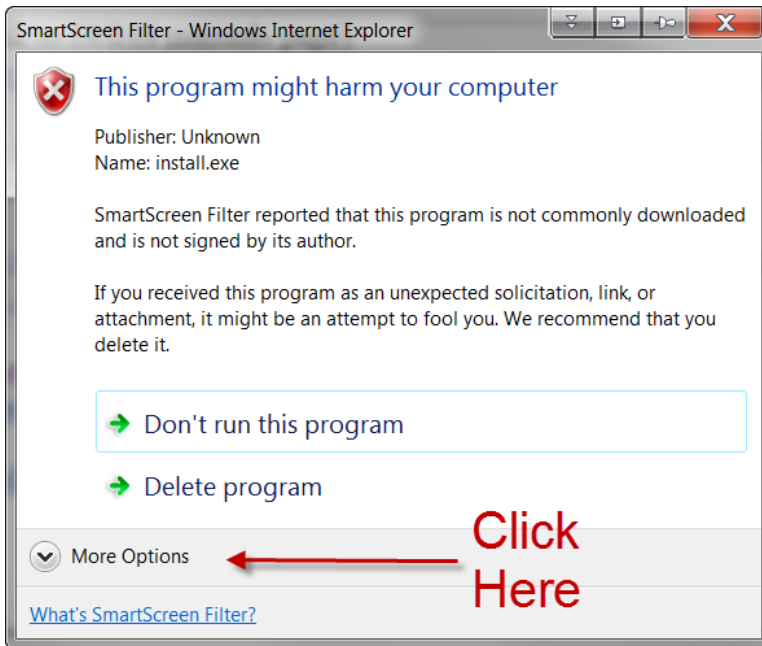


You may encounter a message similar to this one. Click the Actions button.

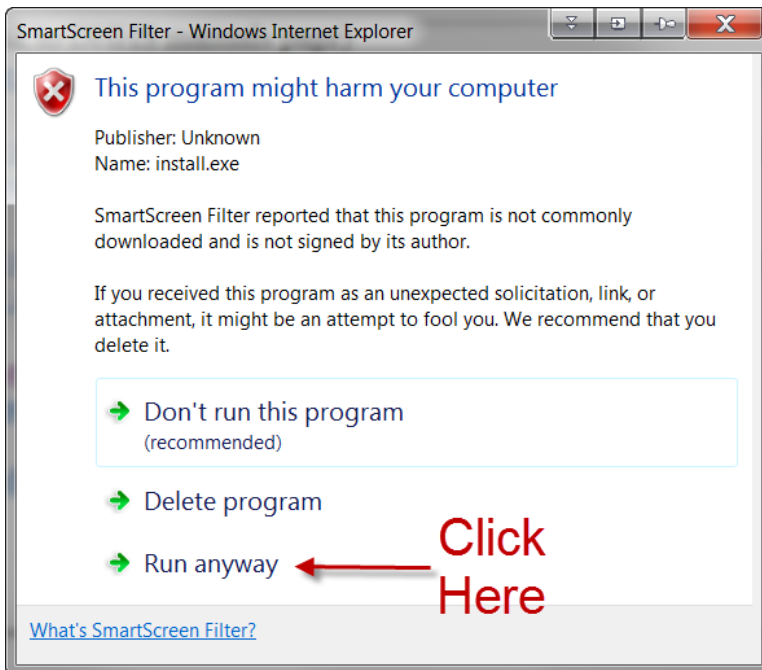


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Click on the Actions button to get the SmartScreen Filter window:

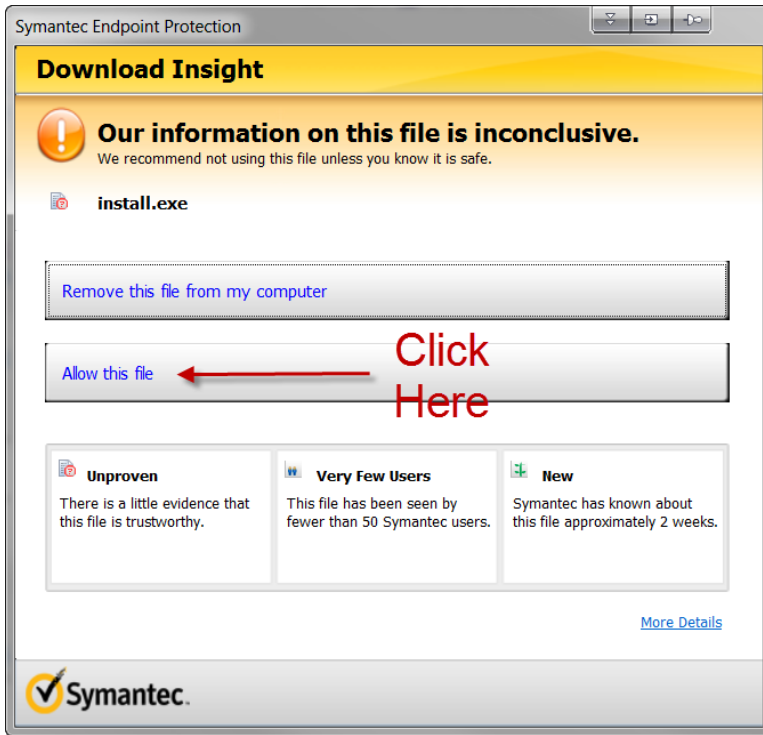


Then click on the Run Anyway link to launch the install program.

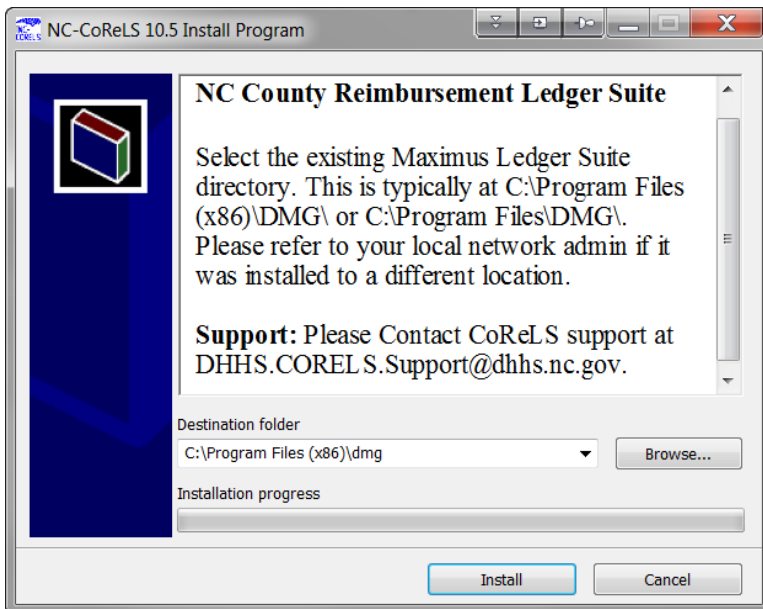


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If you have Symantec Endpoint Protection loaded on your system you may get this error instead:

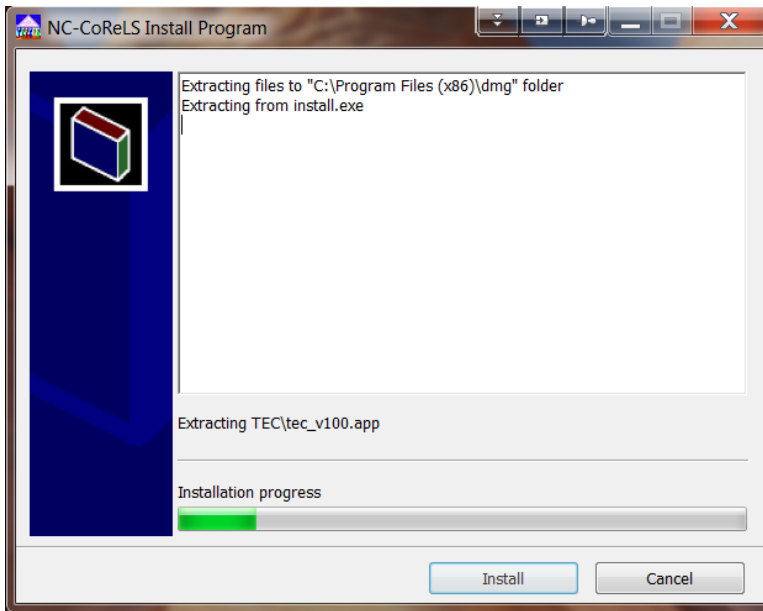


4. The NC-CoReLS Install Program will start and ask for a destination folder where the Maximus Ledger Suite currently resides. It will default to **C:\Program Files (x86)\dmg** or **C:\Program Files** as appropriate for your version of Windows. If your program resides on the network (i.e. – S:\dmg) then you may need to contact your network administrator to install this program.

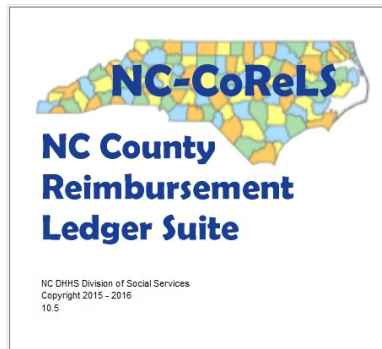


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5. The program will perform the application install.

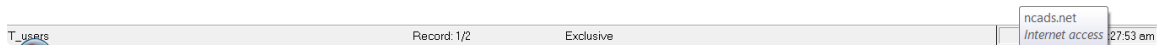
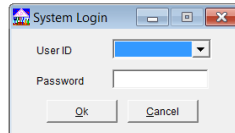


6. When the installation completes then the NC-CoReLS application will start.

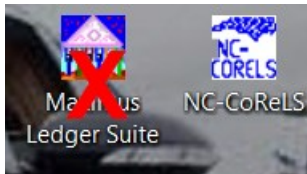


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7. Log in to the system using the same login info that was used for the Maximus Ledger Suite. From this point forward all actions are identical to the use of the Maximus Ledger Suite.



8. A Windows desktop icon should be created labeled NC-CoReLS. Use this to start the new application. Discontinue the use of the legacy Maximus Ledger Suite desktop icon.

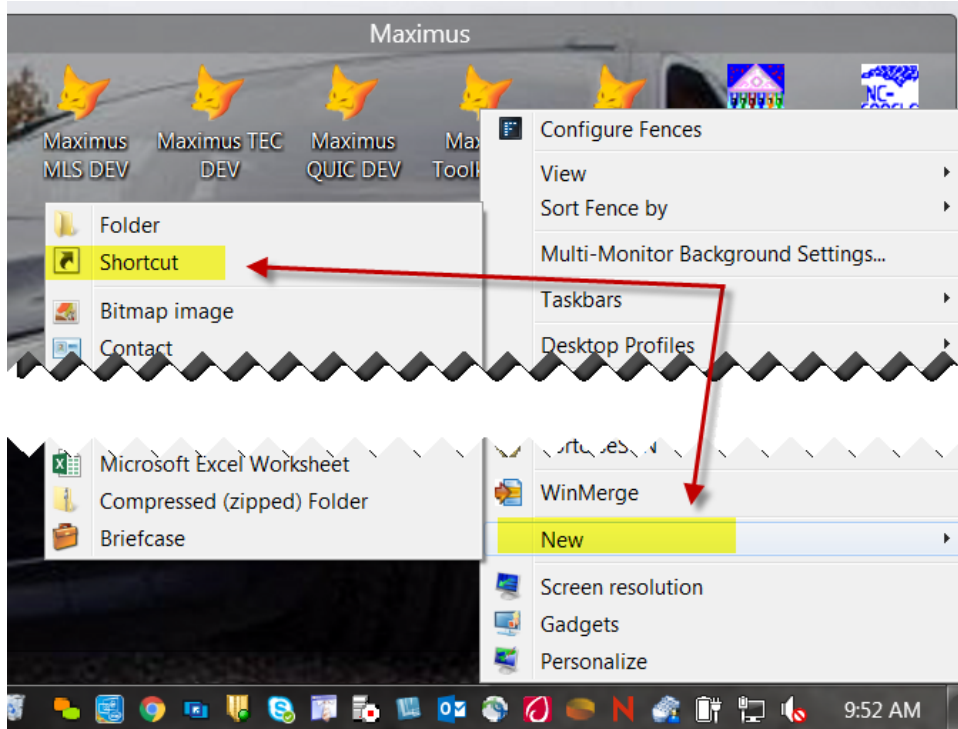


Create Desktop Icon Manually

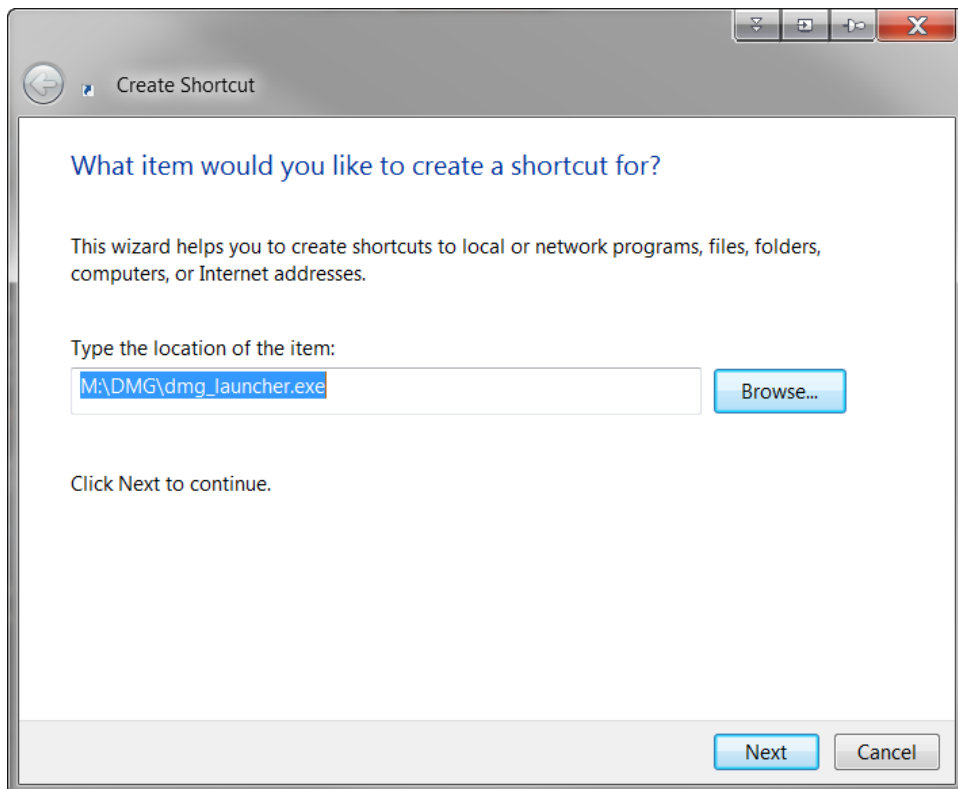
Sometimes the desktop icon does not get created automatically by the program. In this case you can simply create one manually following these steps:

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1. Right click on an open area of the Windows desktop.

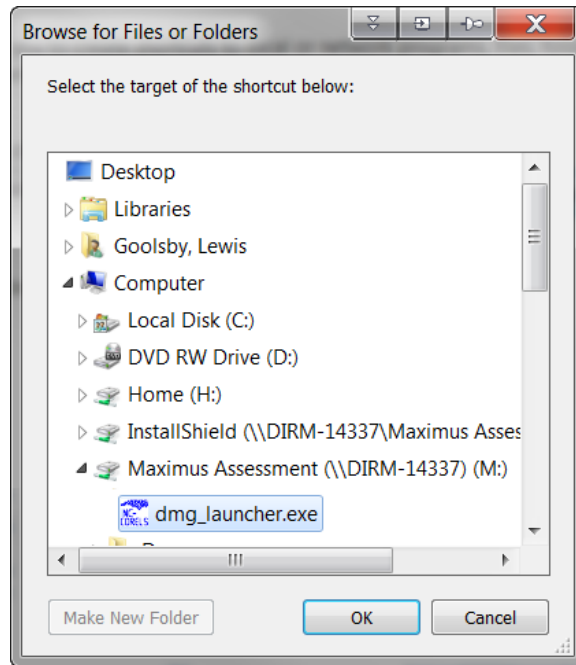


2. Type the network location of **DMG_LAUNCHER.exe** in the text box or click the **Browse...** button.



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- a. Optionally browse for the file in the network install folder.



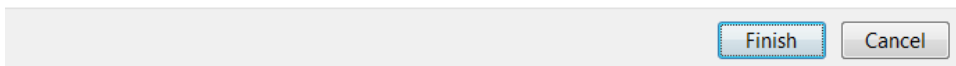
3. Name the shortcut NC-CORELS.



What would you like to name the shortcut?

Type a name for this shortcut:

Click Finish to create the shortcut.



Installation - Network

The network setup follows the same steps as the standalone setup. The difference comes from where you install from.

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Installing from a Maximus workstation that has the appropriate support files will be identical to a standalone setup. The application will load after the setup has installed the files. The setup only needs to be run on the first workstation.

Installing from anywhere else without Maximus installed locally will generate an error stating that the Visual FoxPro (VFP) Runtime files are missing which is an expected result. Cancel the install and check that the file **DMG_LAUNCHER.exe** is located in your network directory. If so, then the files are installed and if not, then reinstall.

To setup the additional existing network users, simply locate the **DMG_LAUNCHER.exe** file in the network folder and double-click to run it. This will launch the application and install a desktop icon. If the desktop icon is not created automatically then simply follow the steps listed above to create it manually.

Adding a New Network User without a Local Maximus Installation

Please see the document named *NC-CORELS New Network User Setup* located on the NC-CORELS website.

Support

Support is available from the NC DHHS Help Desk:

- via phone at 919-855-3200 Option #2
- via email at DHHS.Customer.Support.Center@dhhs.nc.gov

To find the current version of the application and modules, select the menu item Help -> About. This will show the About screen which contains version information.

