

POMP Home-Based Services Survey Database Installation Instructions

System Requirements:

- You will need a copy of Microsoft Access 2000 or above. If you need a run-time version of the database contact Westat.
- Your computer has to be running Windows98 or higher operating system.
- If you are NOT running WindowsXP operating system, you need to download the Microsoft Universal Data Access 2.7 service pack at <http://www.microsoft.com/downloads/details.aspx?FamilyID=9ad00f2-cae7-493d-b0f3-ae36c570ade8&DisplayLang=en>.

Installation:

1. Download the database from the website. Remember where you saved it on your computer. (Post-it note on your computer may help.)
2. Open Windows Explorer and go to the directory where you stored the downloaded file, POMPHB.exe.
3. Unzip the self-extracting zip file (*.exe) by double-clicking on the file name in Windows Explorer. Remember where you are unzipping it to. The default is c:\pomp.
4. After your computer has extracted all of the files from the WinZip archive, you will find a shortcut under the c:\pomp directory. Make a copy of this and move it to your desktop.
5. Click on the shortcut to make sure you have put the Access database in the correct location. If you did not extract the WinZip files to c:\pomp\ you will get an error message.
6. If you want the database to be stored on a network server, you will have to manually change the table links between the front-end database and the back-end database. Contact Westat for guidance on this.

Database Delivery:

The database will be stored under the c:\ POMP directory. We will have two databases per measure. A front-end database with all the forms and a back-end database with the data. When you send us the data, please send only the back-end database (__BE.mdb).