

I. Installation Requirements

Before you begin - To install EAOR Reviewer Version 2014-1 on your computer, you must have Administrator rights. If you do not have Administrator rights on your machine, or if you are not sure what this means, contact your System Administrator for assistance. You may also need an Internet connection during installation if your computer does not have the software needed by EAOR. This Internet connection is used by the installation process to retrieve software needed by EAOR Reviewer Version 2014-1. It is recommended that you close all other applications during this installation.

Minimum System Requirements - This section describes the minimum configuration requirements for a computer where EAOR Reviewer Version 2014-1 is to be installed. If the minimum requirements are not met, EAOR Reviewer Version 2014-1 setup will block the installation of the redistributable package. Specifically, note that you cannot install the .NET Framework on a computer running the Microsoft Windows 95 operating system.

Required software - EAOR Reviewer Version 2014-1 uses Microsoft Data Access Component (MDAC) 2.8 SP1 or later and .NET Frameworks 2.0 and 3.5 and **for DEP District Office users, the Oracle Client**. Microsoft provides MDAC and the .NET Framework and Oracle provides the Oracle Client at no charge.

MDAC is a framework of interrelated Microsoft technologies that allows programmers a uniform and comprehensive way of developing applications that can access almost any data store, and is required for EAOR Reviewer Version 2014-1 to work correctly. Please see Appendix A for installing MDAC.

The Microsoft .NET Framework is a component of the Microsoft Windows® operating system used to build and run Windows-based applications. If the version of this software is not on your computer, the setup process will use your connection to the Internet to install it for you. Please see Appendix B for more information about the .NET Framework updates.

Operating System Requirements - To install EAOR Reviewer Version 2014-1, you must have one of the following operating systems with Microsoft Internet Explorer 6 or later installed on your computer.

Microsoft Windows 2003 Server with the latest Windows service pack and critical updates available from the Microsoft Security Web site (www.microsoft.com/security).

Microsoft Windows XP (Home or Professional)

Windows 7

Hardware Requirements - The minimum hardware requirements include:

Central Processing Unit (CPU) Intel Pentium class, 90 megahertz (MHz) or the minimum CPU required for running the operating system, whichever is higher.

Random Access Memory (RAM) 32 MB or the minimum RAM required for running the operating system, whichever is higher.

Hard Drive with 60 MB of free space.

Conventional Mouse or other pointing device.

II. Obtaining the Installation File

1. You may download the EAOR Installation files from the DARM Intranet at http://appprod.dep.state.fl.us/arms_reports/eaor/. Click on the link labeled, “Download EAOR Reviewer Software”.

EAOR Reports	
<u>Version Information</u>	
1. Review Status Report	Description
2. Survey Report	Description
3. Survey Summary Report	Description
4. Download EAOR Reviewer Software	Description
6. AOR Missing Electronic Signature	Description
7. AOR Report Contact Mailing Labels	Description
8. AOR Electronic Signature Contact	Description

2. The “Download EAOR Reviewer Software” link takes you to the page that includes the installation file, Installation Instructions, EAOR Manual – Facility Version, EAOR Reviewer Supplemental Manual, Microsoft .NET Framework 3.5 Redistributable, and the Oracle 11g Client. Click on the link, “Download EAOR Reviewer Version 2014-1”.

EAOR Reviewer Version 2014-1 Released Mar 24, 2015

System Requirements: This application requires one of the following operating systems: Windows XP, Windows Server 2003, Windows 7. The Division of Air Resources Management does not support the use of Microsoft Windows Vista operating system with this application.

[Download EAOR Reviewer Version 2014-1](#)

When the File Download message appears, select Save and save this file to your desktop. Once the download is complete, select Close. Double click on the EAOR_Reviewer_2014_1.exe file on your desktop to start the installation. **Please read the instructions very carefully to ensure the proper setup of the program.**

[Installation Instructions.](#)

[EAOR Reviewer Deskbook](#)

The EAOR Reviewer Deskbook is a compilation of procedures, tables, and other related information useful for EAOR Reviewers.

[EAOR Manual - Facility Version](#)

An updated manual for EAOR. Appendix A of this manual contains the instructions for DEP Form 62-210.900(5).

[EAOR Reviewer Supplemental Manual](#)

This is a supplemental guide to the EAOR Manual for EAOR Facility version. It covers features that are not in the Facility Version.

[Microsoft .NET Framework 3.5 Redistributable](#) Click this link if your computer needs the .NET Frameworks 2.0 or 3.5 (This installation package will install both .Net Frameworks 2.0 and 3.5). Supported Operating Systems: Windows Server 2003; Windows Server 2008; Windows Vista; Windows XP. Reminder: You may want to check that you have the latest service pack and critical updates for the version of Windows that you are running. To find recent security updates, visit [Windows Update](#). You must be running Microsoft Internet Explorer 5.01 or later for all installations of the .NET Framework. [Install Internet Explorer 11.0.](#)

[Oracle 11g Client Software](#) For EAOR Reviewer **Network** users only: Click this link to download the Oracle 11g Client Software if you don't already have this software installed on your PC. Make sure to follow the instructions in the **installation instructions** document above. This software is only required for EAOR Reviewer **Network** users. If you're an EAOR Reviewer **ExoSphere** user (user outside of DEP's network) you don't need this software to use EAOR Reviewer. Supported Operating Systems: Windows Server 2003, Windows XP Professional, and Windows 7.

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3. The link will display a File Download message box. Click on the **Save** button.



4. In the Save As box, select your Desktop or a temporary folder where you want to save the zip file.



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5. Once the save is complete, you may see the Download Complete message. You may close this message when download is complete. Depending on your browser settings, the window may close automatically.

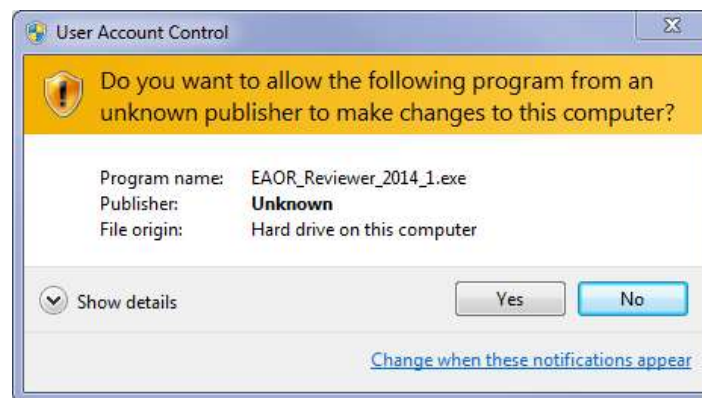


III. Begin the Installation Process

1. Once the installation file is downloaded to your local computer, double click on the file that says EAOR_Reviewer_2014-1.exe installation icon that is shown below.



2. Double clicking on the file name or icon will open the installation message box that is shown below. Click Yes.

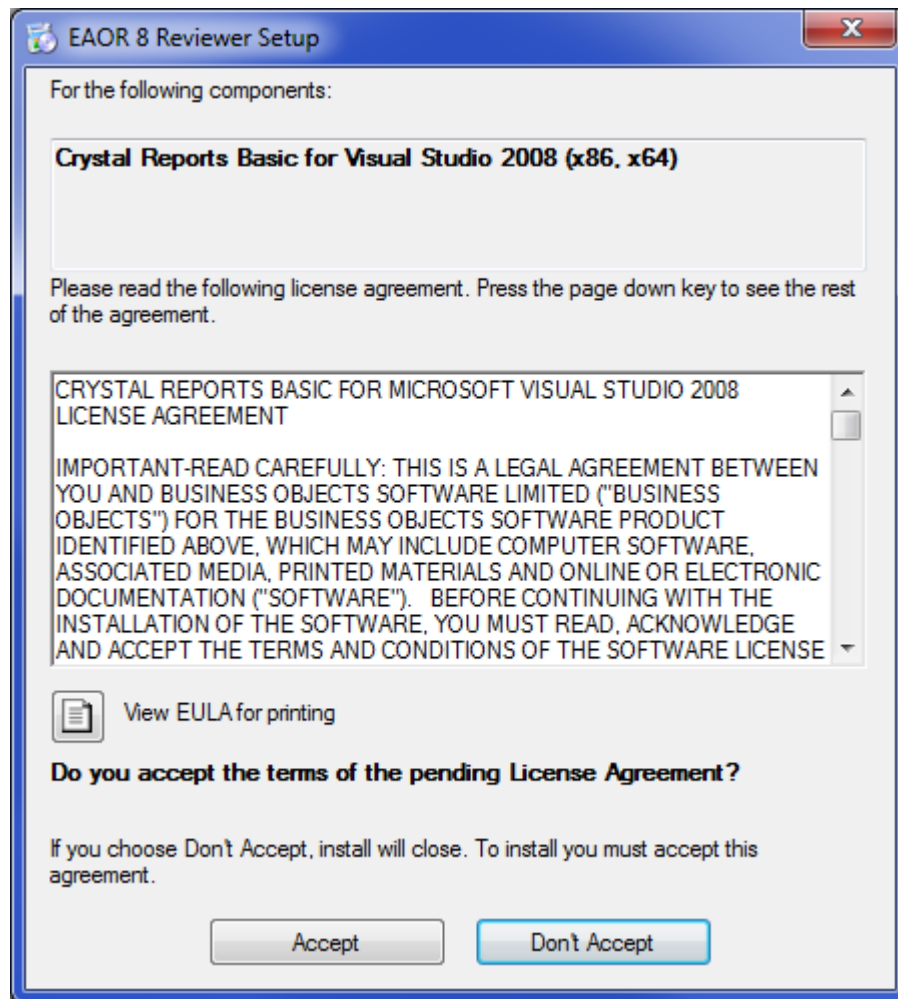


3. Click on the **Setup** button to start the installation process.

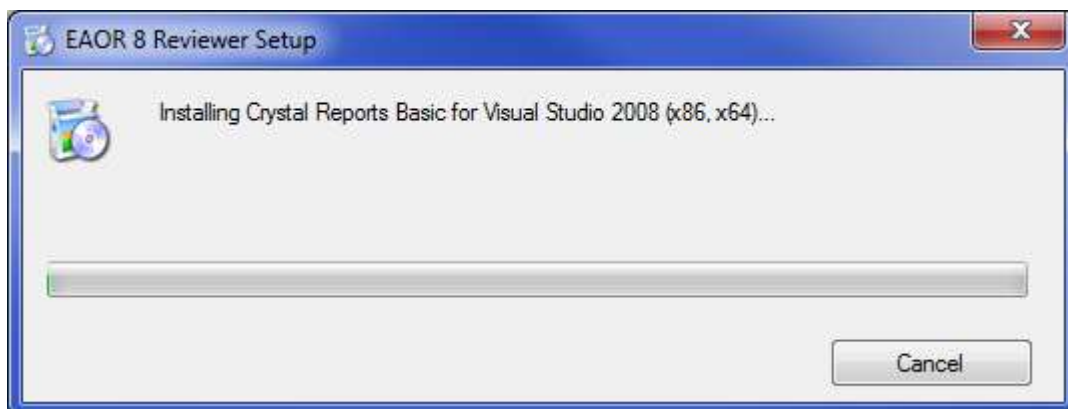


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4. If the application **Crystal Reports Basic for Visual Studio 2008** is not already installed on your PC you'll see the following message otherwise you'll see the message in step 9 (go to step 9). If you see the message below, click on the **Accept** button to continue.



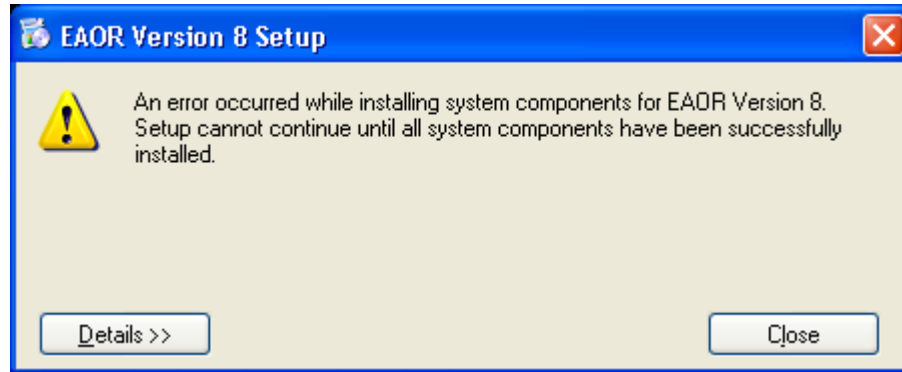
5. When you click on the **Accept** button on the window above you'll see the following dialog box.



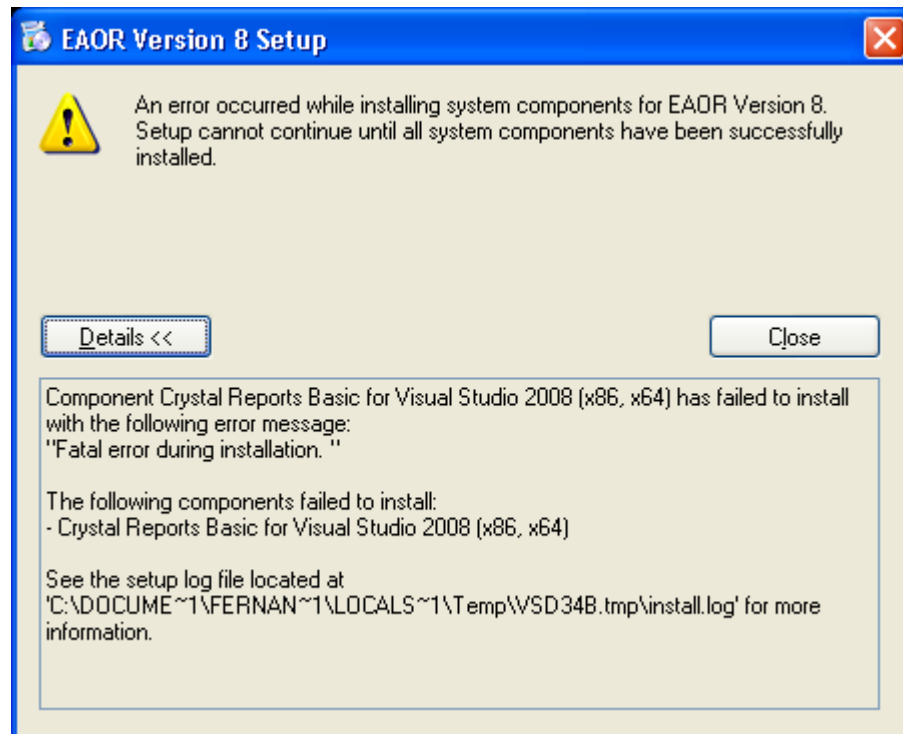
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6. If .Net Framework 2.0 is **NOT** installed on your PC you'll see the following message. Otherwise you will see the message in **step 11**.



Click on the **Details** button in the window above to display the error message.

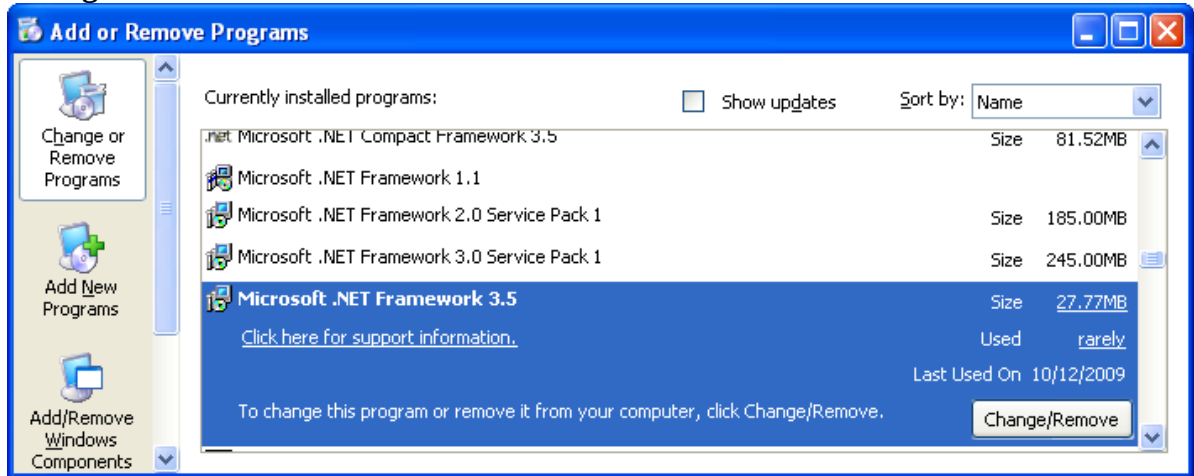


7. Click on the **Close** button to close the error dialog box.
8. If .Net Framework 3.5 or .Net Framework 3.0 is installed on your PC and .Net Framework 2.0 **is not** installed you must uninstall .Net Frameworks 3.0 and 3.5. Go to step 9 to do this otherwise go to step 10.

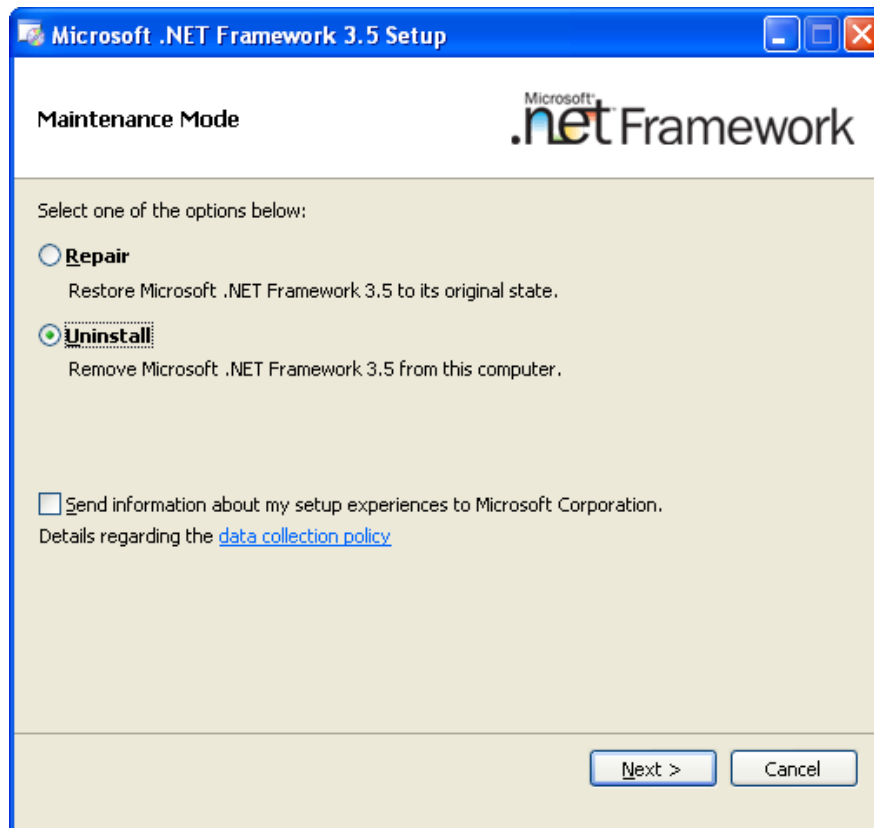
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9. Remove both .Net Frameworks 3.5 and 3.0 before proceeding to the next step. To remove .Net Framework 3.5 and or 3.0 go to Start → Control Panel → Add or Remove Programs and select .Net Framework 3.5 from the list and then click on the **Change/Remove** button:



A new Dialog box will appear. Choose the **Uninstall** option then click on the **Next** button:



Once .Net Framework 3.5 has been successfully removed repeat this step for .Net Framework 3.0 if it's also installed on your PC.

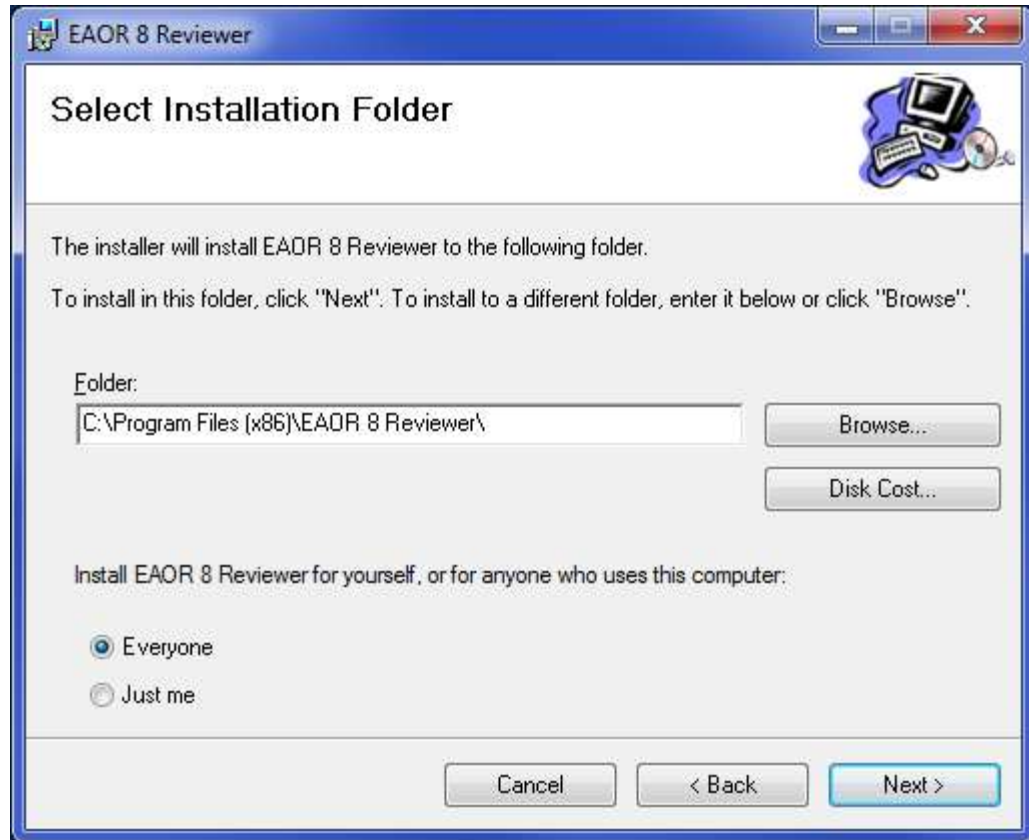
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10. You'll need to install .Net Frameworks **2.0** and **3.5** before proceeding with the EAOR installation process. To do this go to the **EAOR Software Download** page at http://appprod.dep.state.fl.us/arms_reports/EAOR/Software/Download.asp and then go to **Appendix B** in this manual and follow all the steps **starting** with **step 3**. Running the .Net 3.5 Framework setup program will install both .Net Frameworks 2.0 and 3.5 on your PC. Once the .Net Framework 3.5 installation is complete go back to Section **III** step **1** above to install EAOR.
11. You will see the Welcome message, as shown below.



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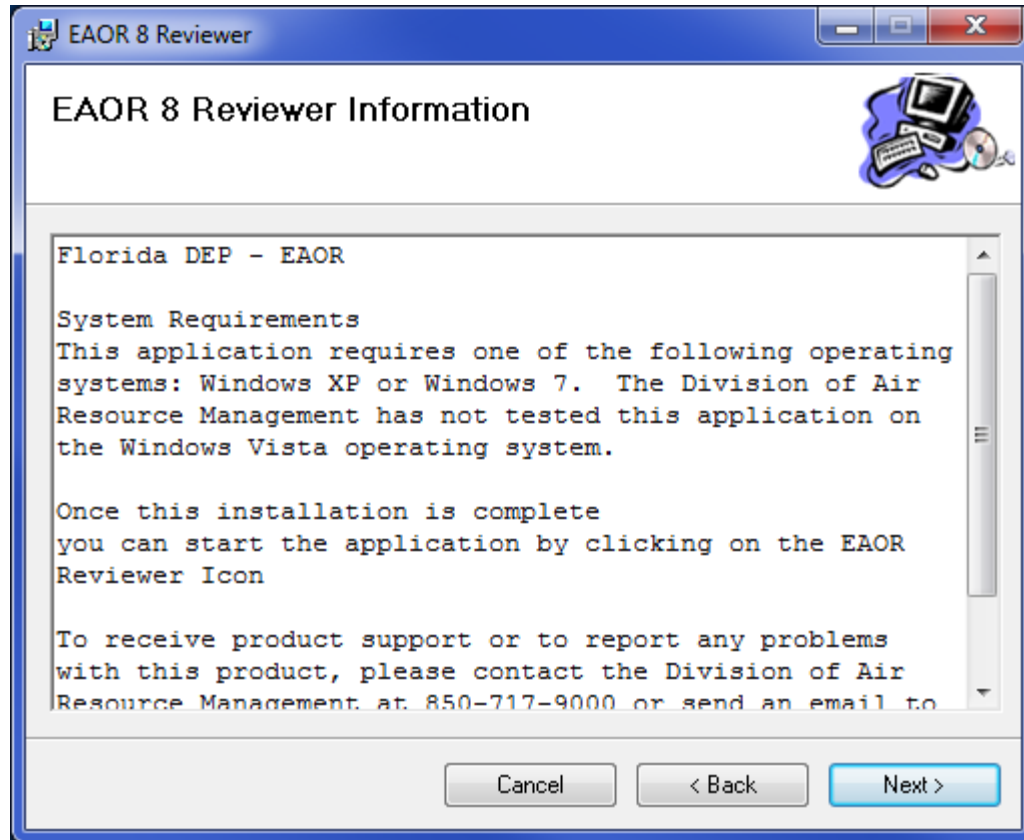
12. Please read the Warning message and then click next to continue the installation. You will see the Select Installation Folder message as shown below.



13. In the Select Installation Folder message you have the following options:
- Change the folder location of the EAOR application by clicking the Browse button to locate a different folder
 - Check to see if your computer has the disk space needed to install EAOR by clicking on the Disk Cost... button
 - Change the installation option so others that use the computer cannot use EAOR by clicking on the Just me radio button

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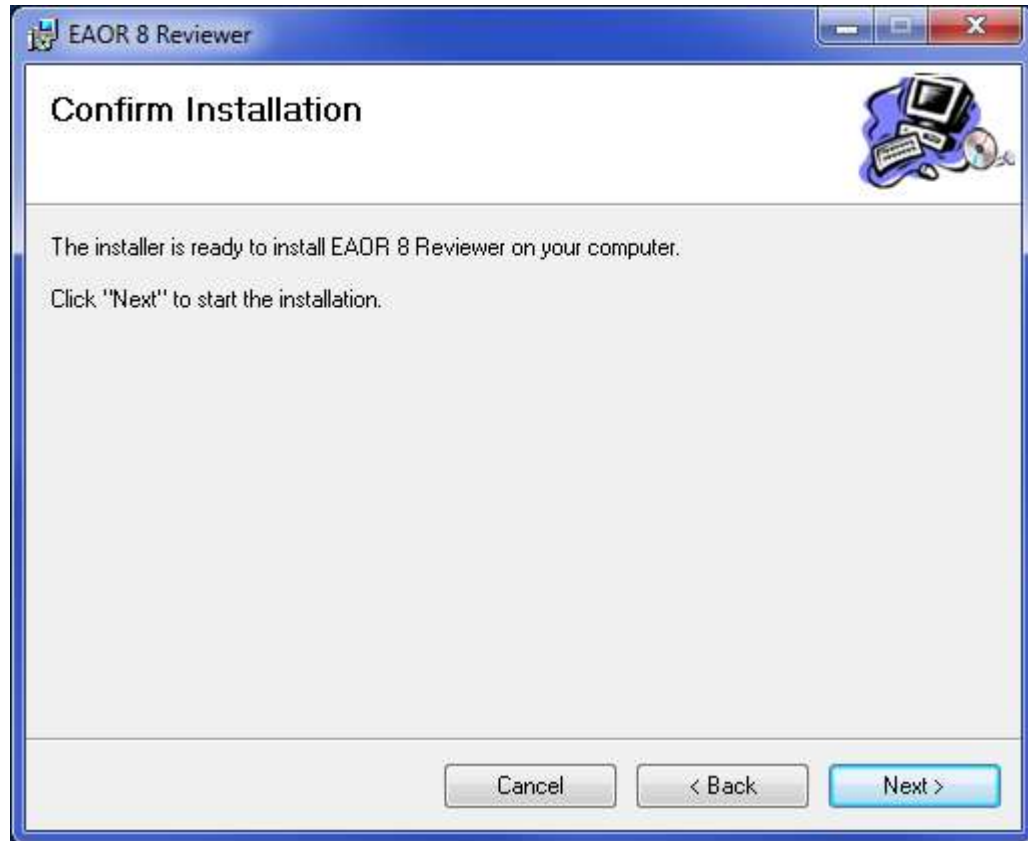
14. Once you have made any changes that are needed, or if the default options are acceptable, click the Next button to continue the installation process:



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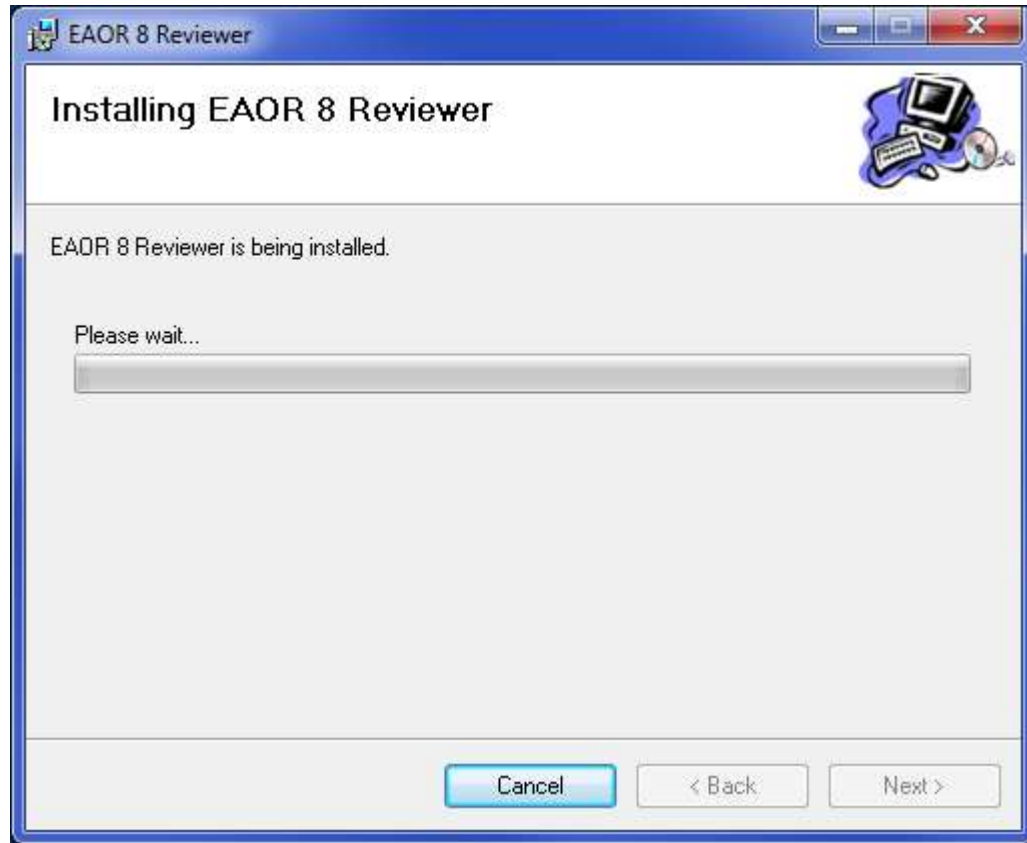
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15. You will see the EAOR Information message, shown above. This message includes the Division of Air Resource Management phone number and e-mail address. When you click next from the EAOR Information message, you will see the Confirm Installation message, as shown below. You may click Next to continue, Back to return to the EAOR Information message, or Cancel to quit the installation process:



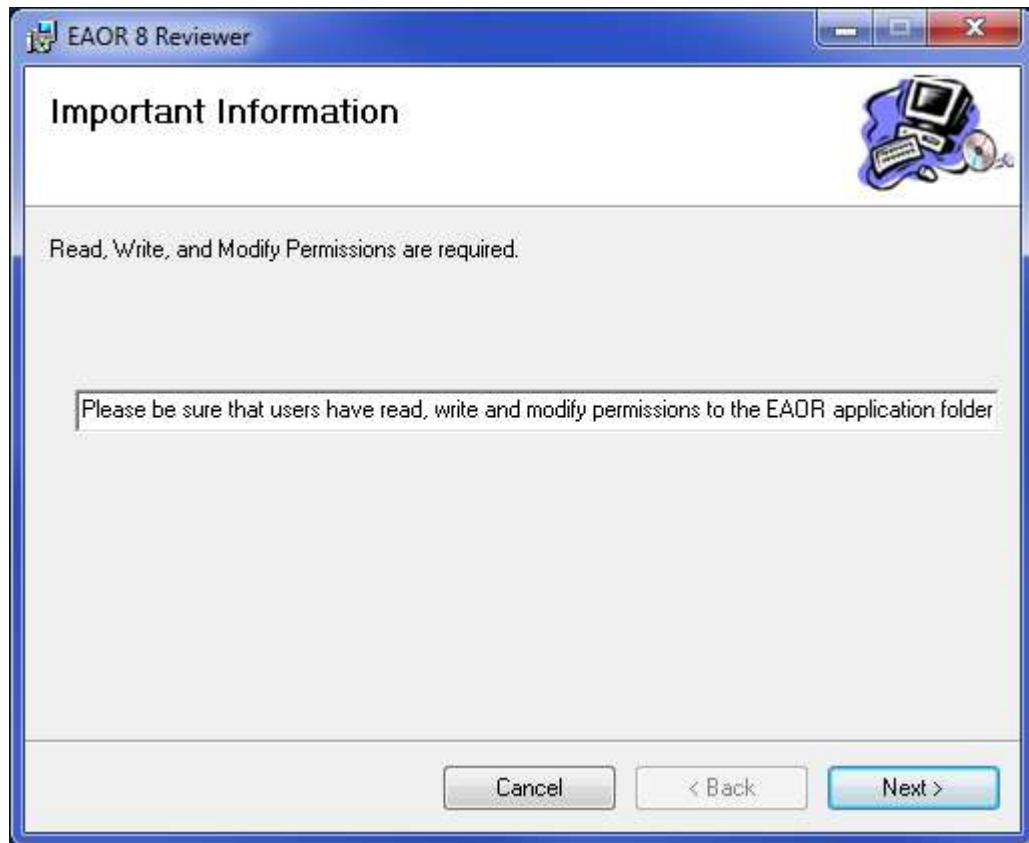
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16. When you click Next from the Confirm Installation message, you will see the EAOR 8 Reviewer Installation message as shown below. You may click Cancel if you want to stop the installation process:



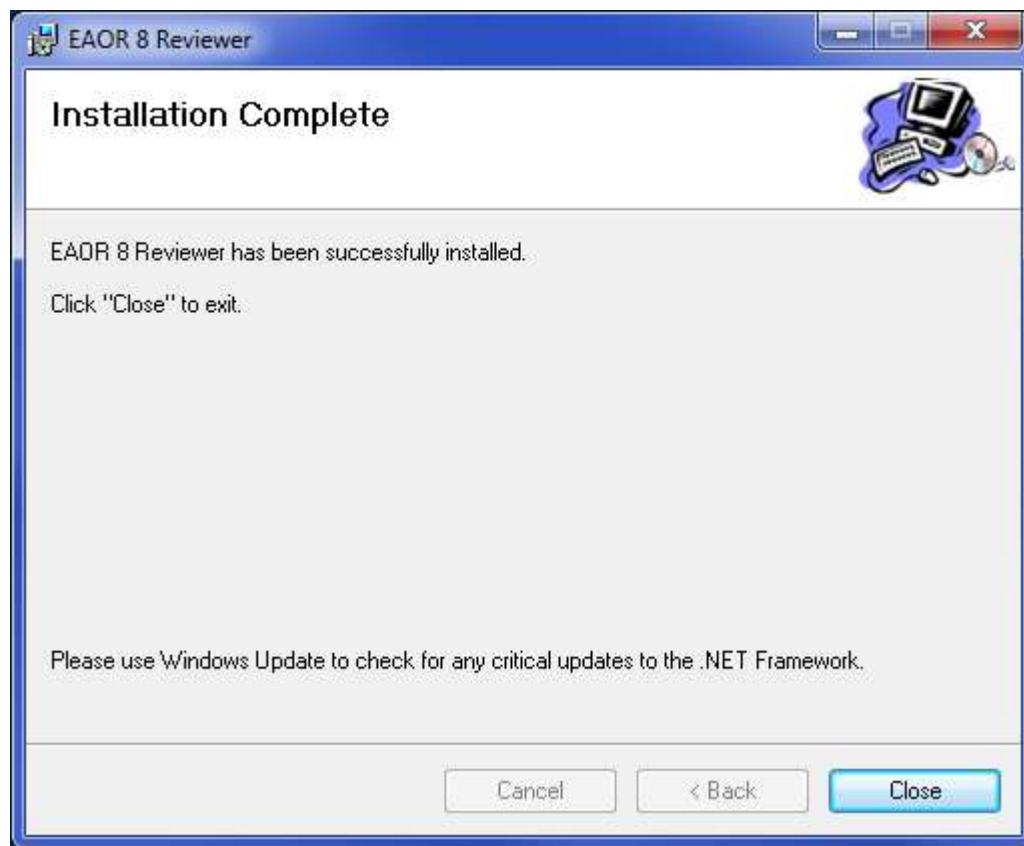
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17. Next you will see the Important Information screen. Click the Next button on the Important Information message:



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18. Then you will see the Installation Complete message. Click the Close button:



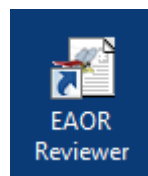
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19. You will see the EAOR Reviewer program group on your Start menu:



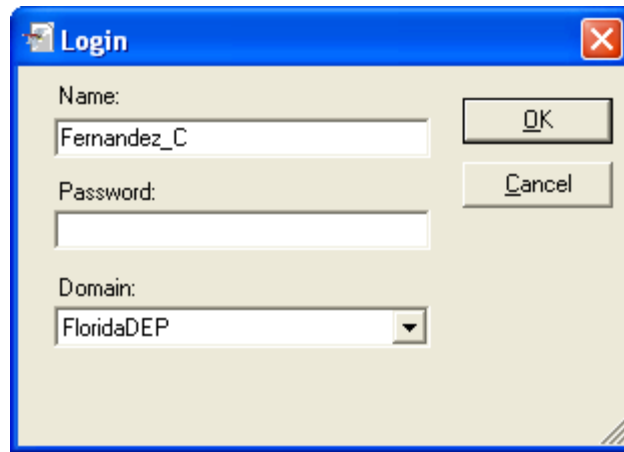
20. You will also see the Reviewer EAOR icon on your desktop:



21. You may start EAOR Reviewer Version 2014-1 by clicking on the Reviewer EAOR link on your Start menu or the Reviewer EAOR icon on your desktop.

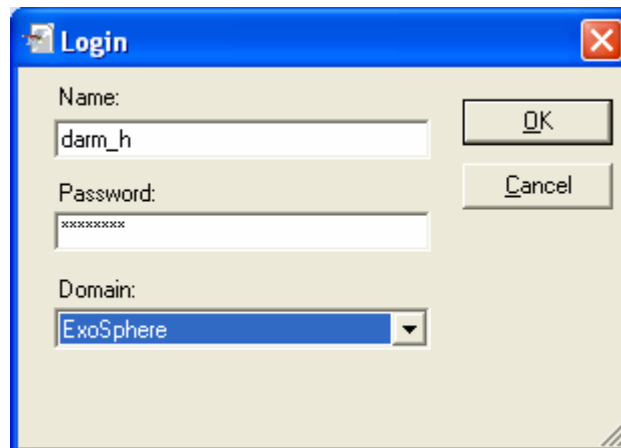
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22. If you are in a **District Office**, you should see the Login screen with your Network ID entered into the first field. Type in your Network Password and leave the Domain as FloridaDEP. Click the OK button.



The screenshot shows a Windows-style 'Login' dialog box. It has a blue title bar with the text 'Login' and a red close button. The dialog contains three input fields: 'Name:' with the text 'Fernandez_C', 'Password:' which is empty, and 'Domain:' with a dropdown menu showing 'FloridaDEP'. To the right of the Name field is an 'OK' button, and to the right of the Password field is a 'Cancel' button.

23. If you are in a **Local Program Office**, you should see the Login screen with your Computer or Network ID entered into the first field. Type in your Exosphere Login Name and Password and change the Domain to ExoSphere. Click the OK button.

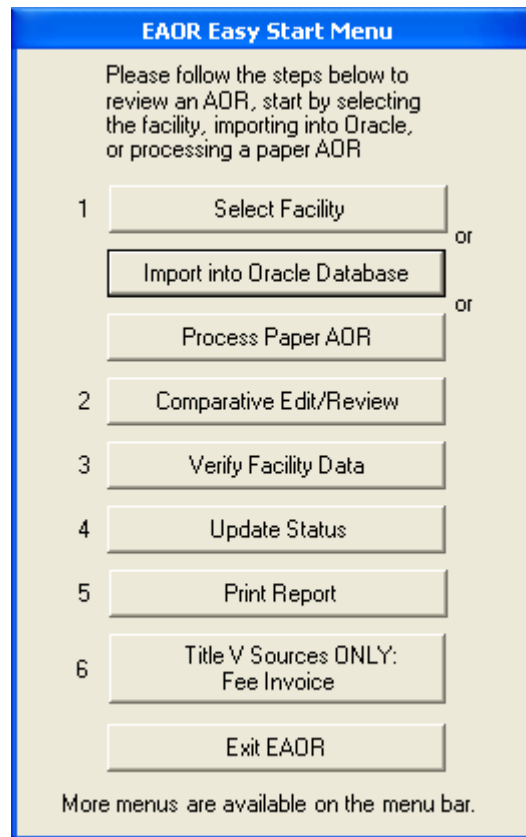


The screenshot shows a Windows-style 'Login' dialog box. It has a blue title bar with the text 'Login' and a red close button. The dialog contains three input fields: 'Name:' with the text 'darm_h', 'Password:' which is masked with 'xxxxxxx', and 'Domain:' with a dropdown menu showing 'ExoSphere'. To the right of the Name field is an 'OK' button, and to the right of the Password field is a 'Cancel' button.

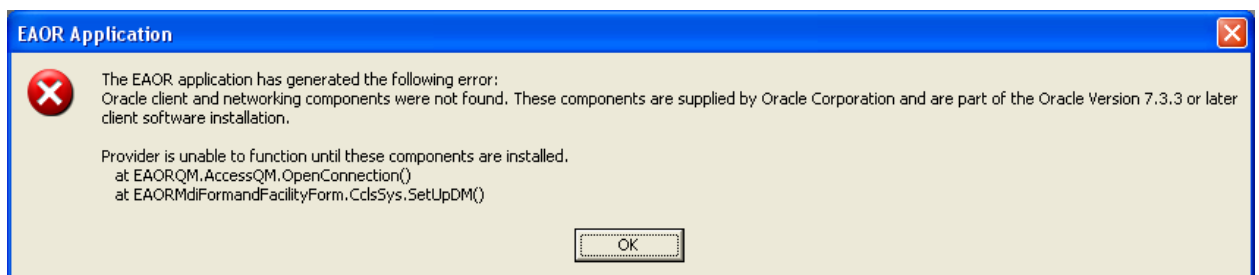
EAOR Reviewer Version 2014-1 – Installation Instructions

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24. After you enter a valid password, you should see the EAOR Easy Start Menu, as shown in the following screen shot:



25. If you are in a District Office and you receive a message similar to the one below that mentions Oracle client, then your computer needs to have the Oracle client installed or the Oracle file updated. Please see Appendix C:

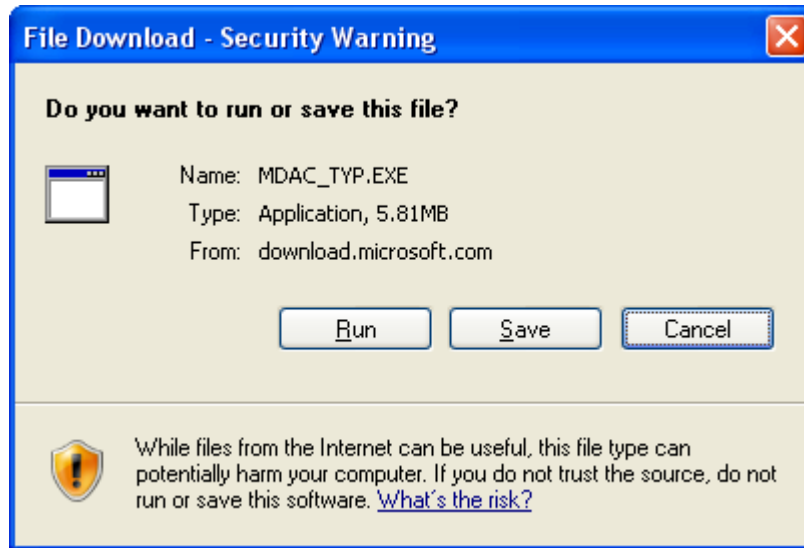


Appendix A – MDAC Updates

1. MDAC may need to be installed on PCs running Windows XP. If you are running the Windows 7 operating system MDAC comes preinstalled as an operating system component (WDAC – Windows Data Access Components). **Windows 7 users should NOT use the link below to install MDAC.**
2. Installing Microsoft Data Access Component (MDAC) – When the User's computer does not have MDAC installed, EAOR Reviewer Version 2014-1 will not install until the User downloads and installs a copy from the Microsoft website. The version recommended is: MDAC 2.8 SP1 or later. It is available from the Microsoft Download Center at [www.microsoft.com](http://www.microsoft.com/downloads/en/details.aspx?familyid=78cac895-efc2-4f8e-a9e0-3a1afbd5922e&displaylang=en). The MDAC can be downloaded from:
<http://www.microsoft.com/downloads/en/details.aspx?familyid=78cac895-efc2-4f8e-a9e0-3a1afbd5922e&displaylang=en>
3. Click on the Download button to begin the process.



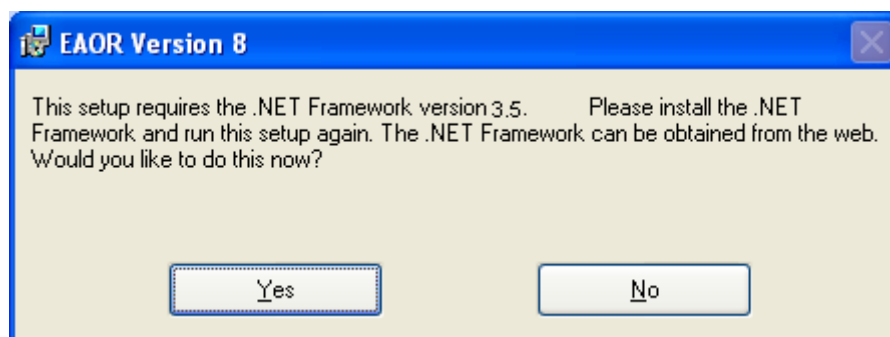
- Once you click the Download button, the website responds with the following window. Click on the Run button to begin the installation or click on the Save button to save the installation file to your computer to begin the installation at a later time.



- After you complete the MDAC installation, please continue the EAOR installation.

Appendix B – Microsoft .NET Framework 3.5

1. The .Net Frameworks 2.0 and 3.5 may need to be installed on PCs running Windows XP. If you are running the Windows 7 operating system .Net Framework 3.5 with SP1 comes preinstalled as an operating system component (this includes .NET Framework 2.0 SP2, 3.0 SP2 and 3.5 SP1). **Windows 7 users should NOT use the link below to install the .Net Frameworks 2.0 and 3.5.**
2. For computers that do not have Microsoft .NET Framework 3.5, the EAOR Reviewer Version 2014-1 Installation process will display a Windows Installer message similar to the one shown below.



3. When you select **Yes** from the Windows Installer Loader message, you will be taken to the EAOR website as shown in the image below.

EAOR Reviewer Version 2014-1 Released Mar 24, 2015

System Requirements: This application requires one of the following operating systems: Windows XP, Windows Server 2003, Windows 7. The Division of Air Resources Management does not support the use of Microsoft Windows Vista operating system with this application.

[Download EAOR Reviewer Version 2014-1](#)

When the File Download message appears, select Save and save this file to your desktop. Once the download is complete, select Close. Double click on the EAOR_Reviewer_2014_1.exe file on your desktop to start the installation. **Please read the instructions very carefully to ensure the proper setup of the program.**

[Installation Instructions.](#)

[EAOR Reviewer Deskbook](#)

The EAOR Reviewer Deskbook is a compilation of procedures, tables, and other related information useful for EAOR Reviewers.

[EAOR Manual - Facility Version](#)

An updated manual for EAOR. Appendix A of this manual contains the instructions for DEP Form 62-210.900(5).

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This is a supplemental guide to the EAOR Manual for EAOR Facility version. It covers features that are not in the Facility Version.

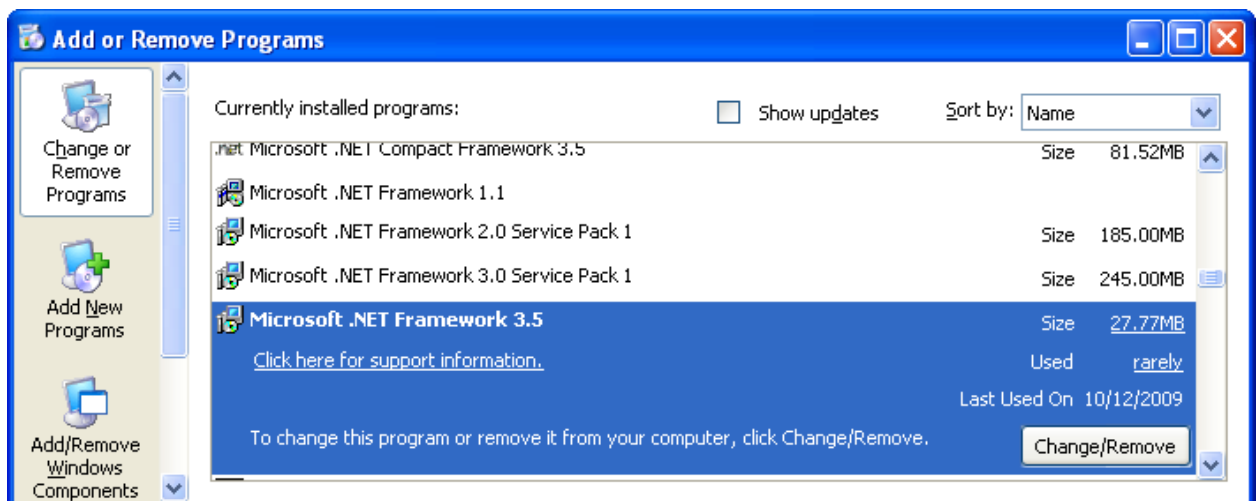
[Microsoft .NET Framework 3.5 Redistributable](#) Click this link if your computer needs the .NET Frameworks 2.0 or 3.5 (This installation package will install both .Net Frameworks 2.0 and 3.5). Supported Operating Systems: Windows Server 2003; Windows Server 2008; Windows Vista; Windows XP. Reminder: You may want to check that you have the latest service pack and critical updates for the version of Windows that you are running. To find recent security updates, visit [Windows Update](#). You must be running Microsoft Internet Explorer 5.01 or later for all installations of the .NET Framework. [Install Internet Explorer 11.0.](#)

[Oracle 11g Client Software](#) For EAOR Reviewer **Network** users only: Click this link to download the Oracle 11g Client Software if you don't already have this software installed on your PC. Make sure to follow the instructions in the **installation instructions** document above. This software is only required for EAOR Reviewer **Network** users. If you're an EAOR Reviewer **ExoSphere** user (user outside of DEP's network) you don't need this software to use EAOR Reviewer. Supported Operating Systems: Windows Server 2003, Windows XP Professional, and Windows 7.

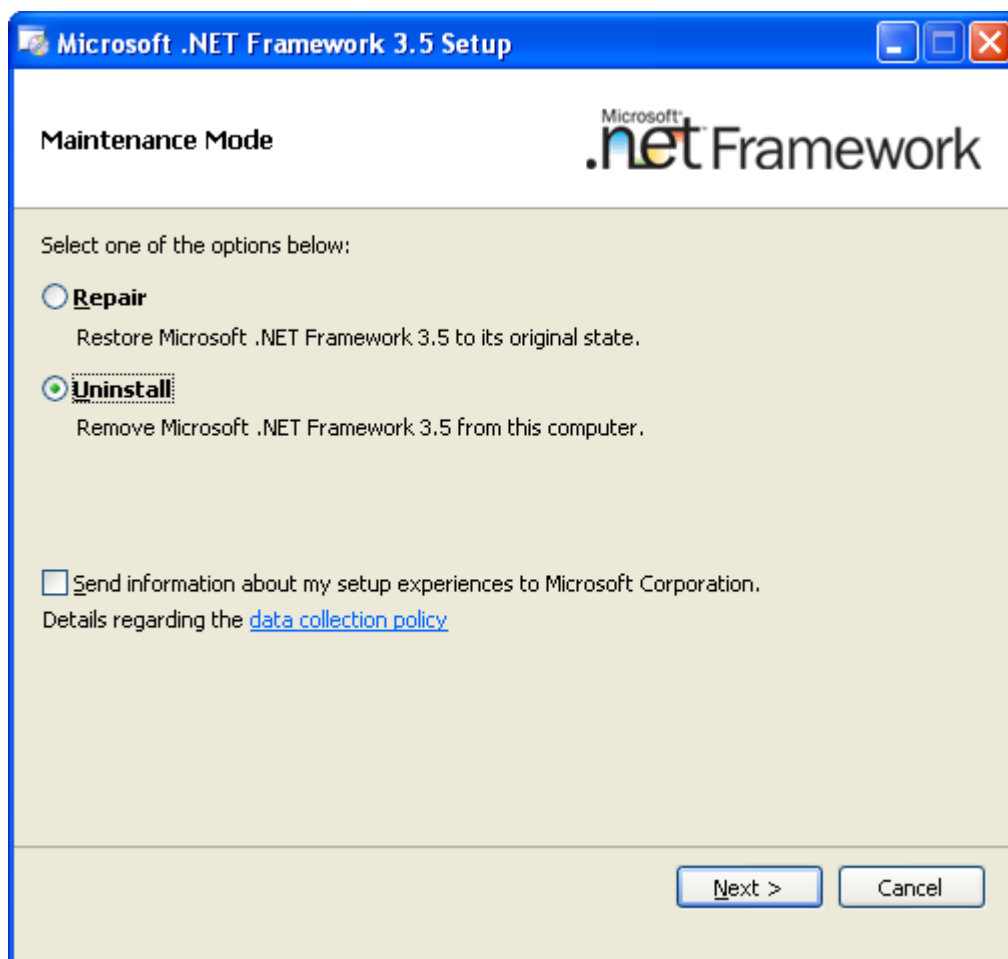
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4. The Supported Operating Systems for the .NET Framework 3.5 include: Windows Server 2003, Windows Server 2008, Windows Vista and Windows XP. Reminder: You may want to check to see if you have the latest service pack and critical updates for the version of Windows that you are running. To find recent security updates, visit Windows Update. You must also be running Microsoft Internet Explorer 5.01 or later for all installations of the .NET Framework. Install Internet Explorer 8.0.
5. Confirm that your version of Windows is included in the supported operating systems list, and that it has the recommended service pack and critical updates.
6. This version of EAOR requires both .Net 2.0 and 3.5. If .Net Framework 3.5 or 3.0 is installed on your PC **and .Net Framework 2.0 is not installed** then go to step 6 otherwise go to step 7.
7. Remove both .Net Frameworks 3.5 and 3.0 before proceeding to the next step. To remove .Net Framework 3.5 and or 3.0 go to Start → Control Panel → Add or Remove Programs and select .Net Framework 3.5 from the list and then click on the **Change/Remove** button.

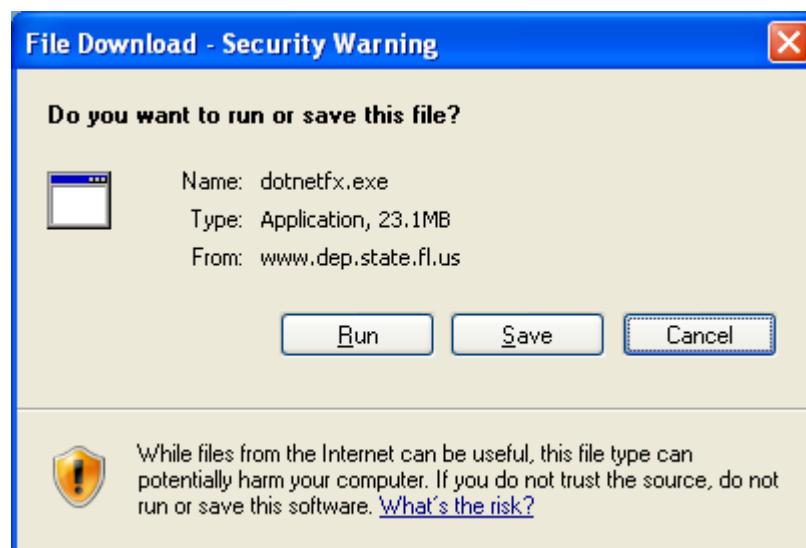


A new Dialog box will appear. Choose the **Uninstall** option then click on the **Next** button.



Once .Net Framework 3.5 has been successfully removed repeat this step for .Net Framework 3.0 if it's also installed on your PC.

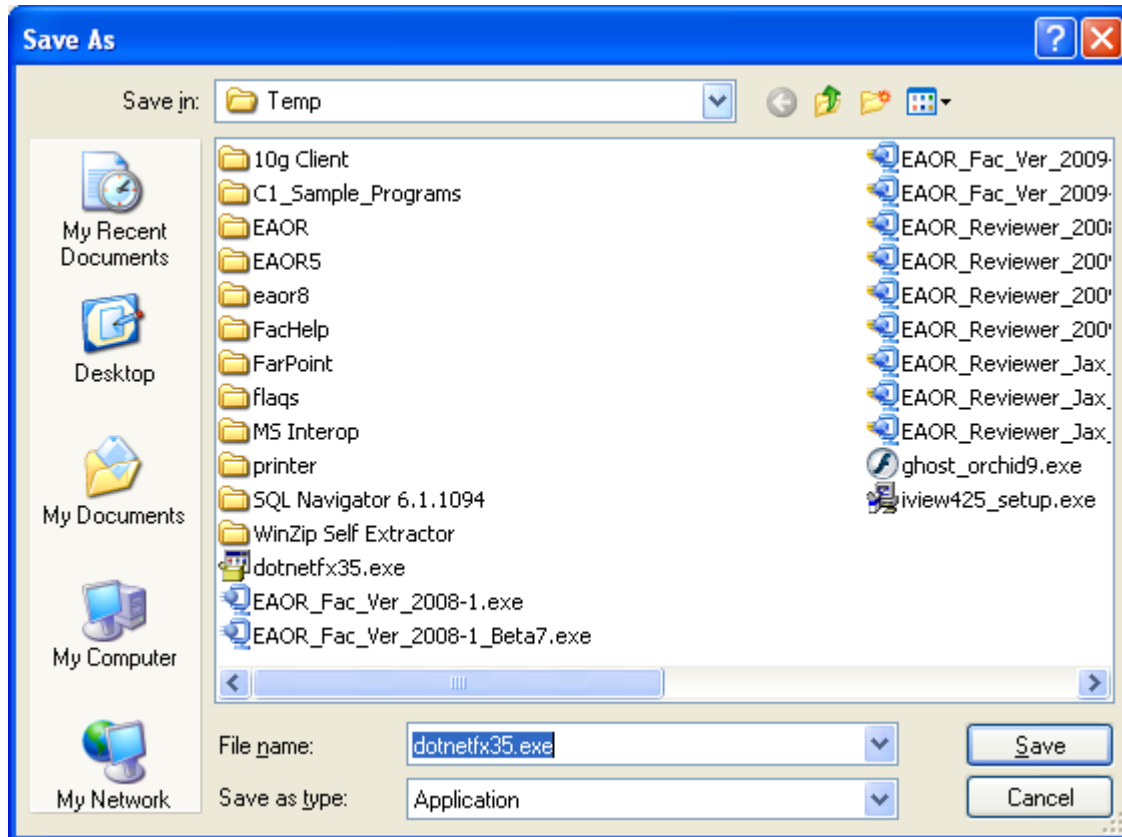
8. If your computer's Windows operating system is up to date, click on the Microsoft .NET Framework 3.5 Redistributable link and you should see a dialog box similar to the following image.



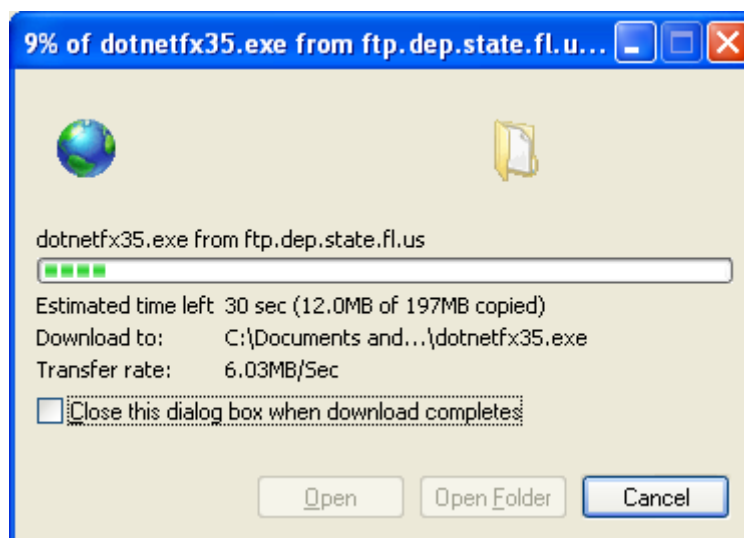
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9. The File Download – Security Warning will ask if you want to run or save this file. Select Save by clicking on the Save button. When you click on Save, you will see the Save As window as shown below.



10. Select Desktop by clicking on the Desktop icon on the left-hand side of the dialog box. You should see the Percent Completed window as shown in the following image. Click on the check box for Close this dialog box when download completes.

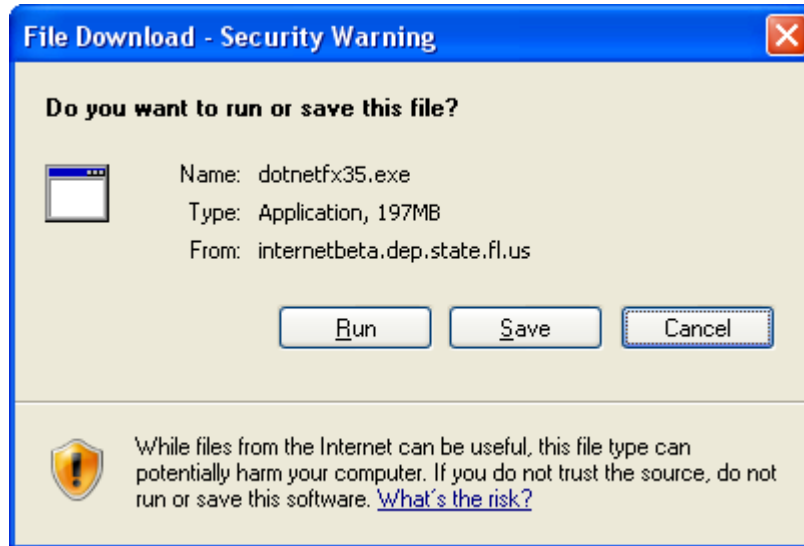


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11. To begin the .NET Framework 3.5 installation, click on the dotnetfx35.exe icon on your desktop.



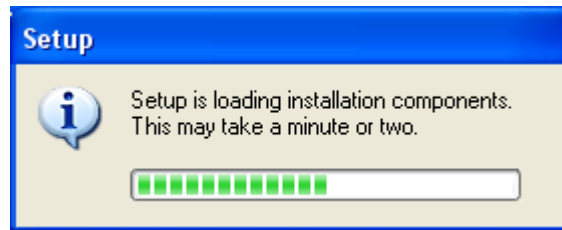
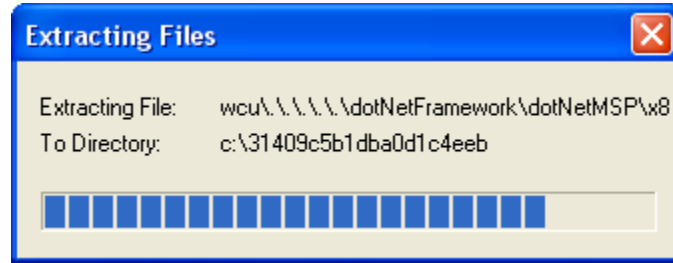
12. You may receive the Open File – Security message shown in the following image. Select Run by clicking on the Run button.



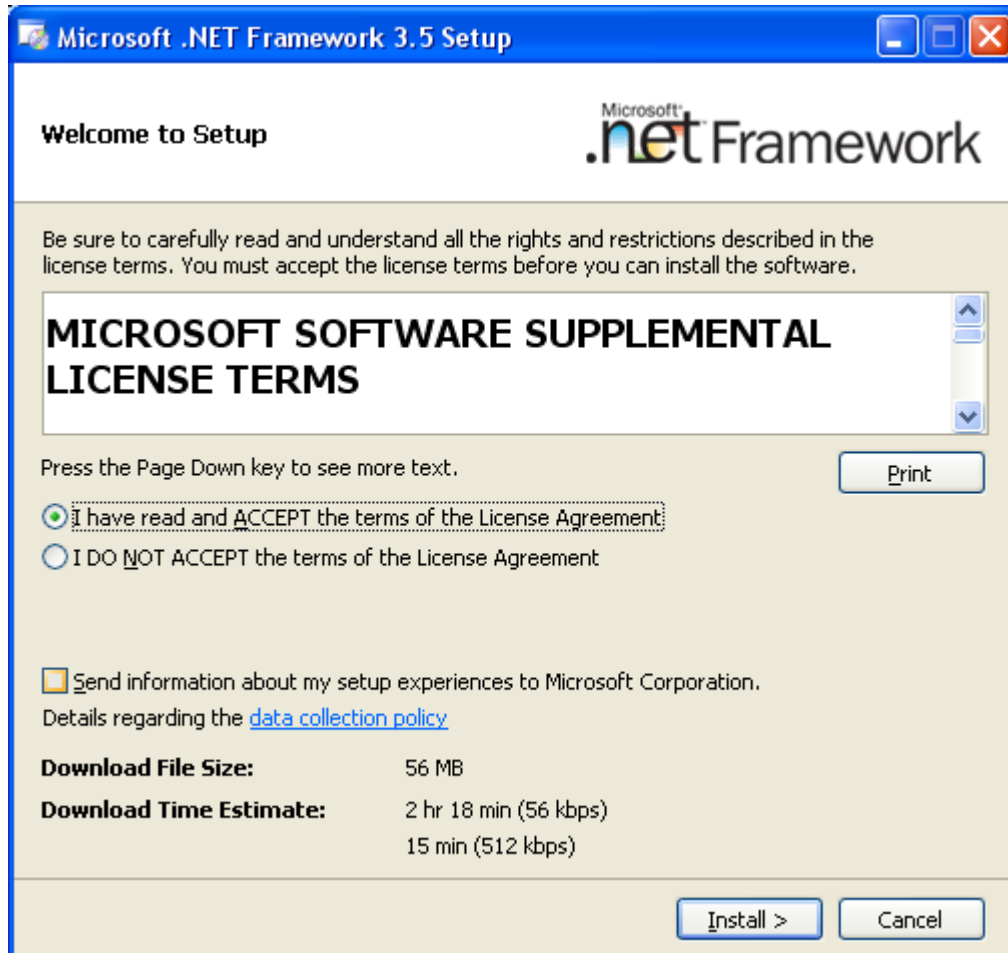
You may also see this message. If so, select Run by clicking on the Run button.



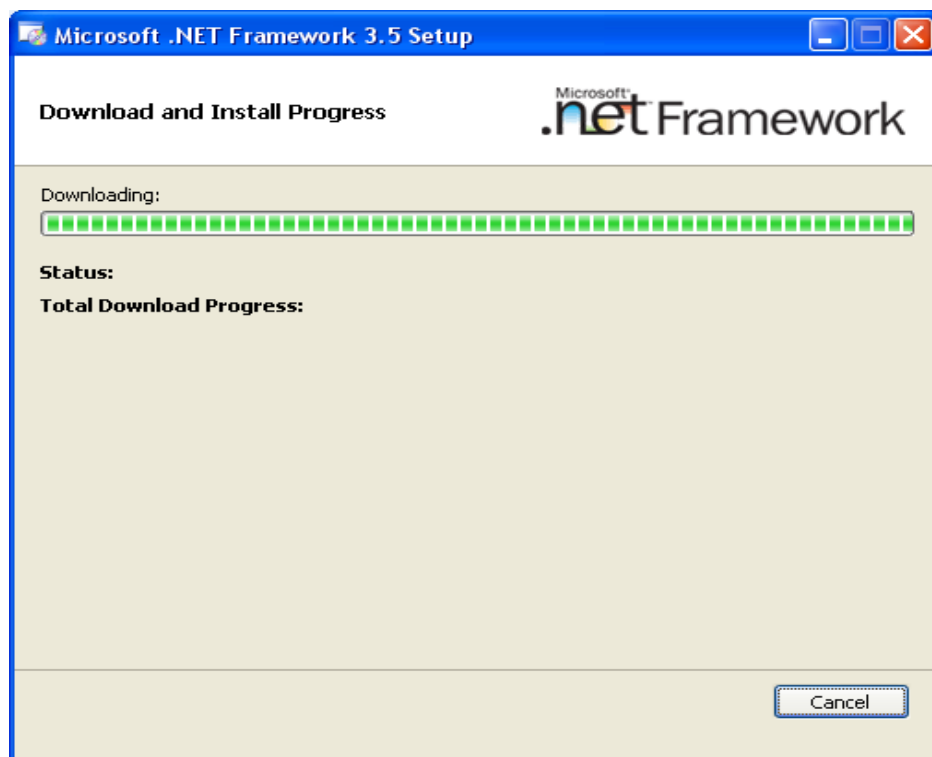
13. Now you should see the following messages about Extracting Files and Installing Components.



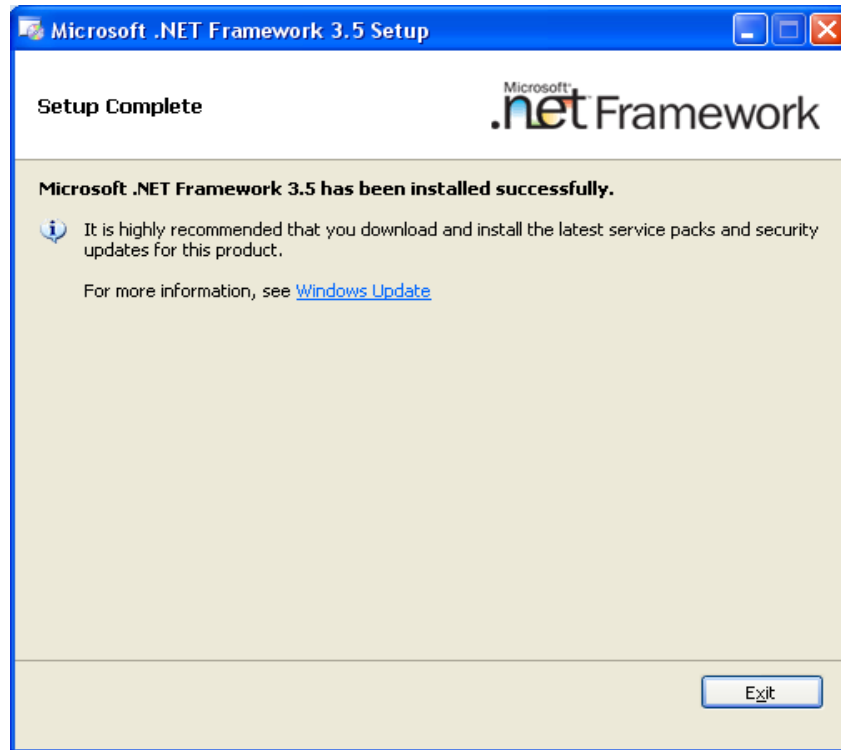
14. Next you will see the Microsoft .NET Framework 3.5 Setup license agreement. Read the license agreement and click on the “I have read and ACCEPT ...” check box to accept the agreement, and then click the **Install** button.



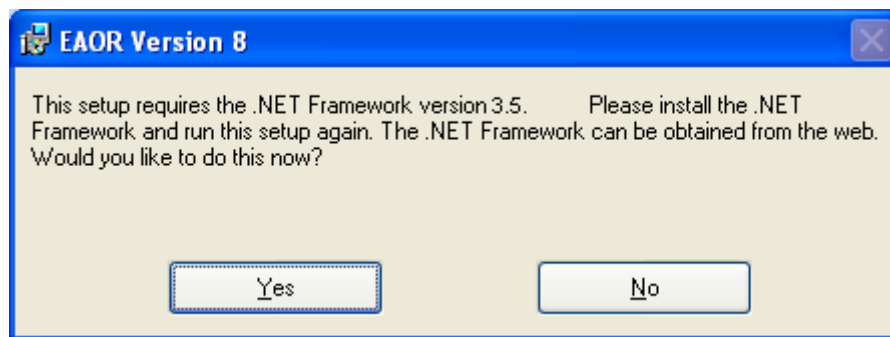
15. You will see this download progress message during the installation.



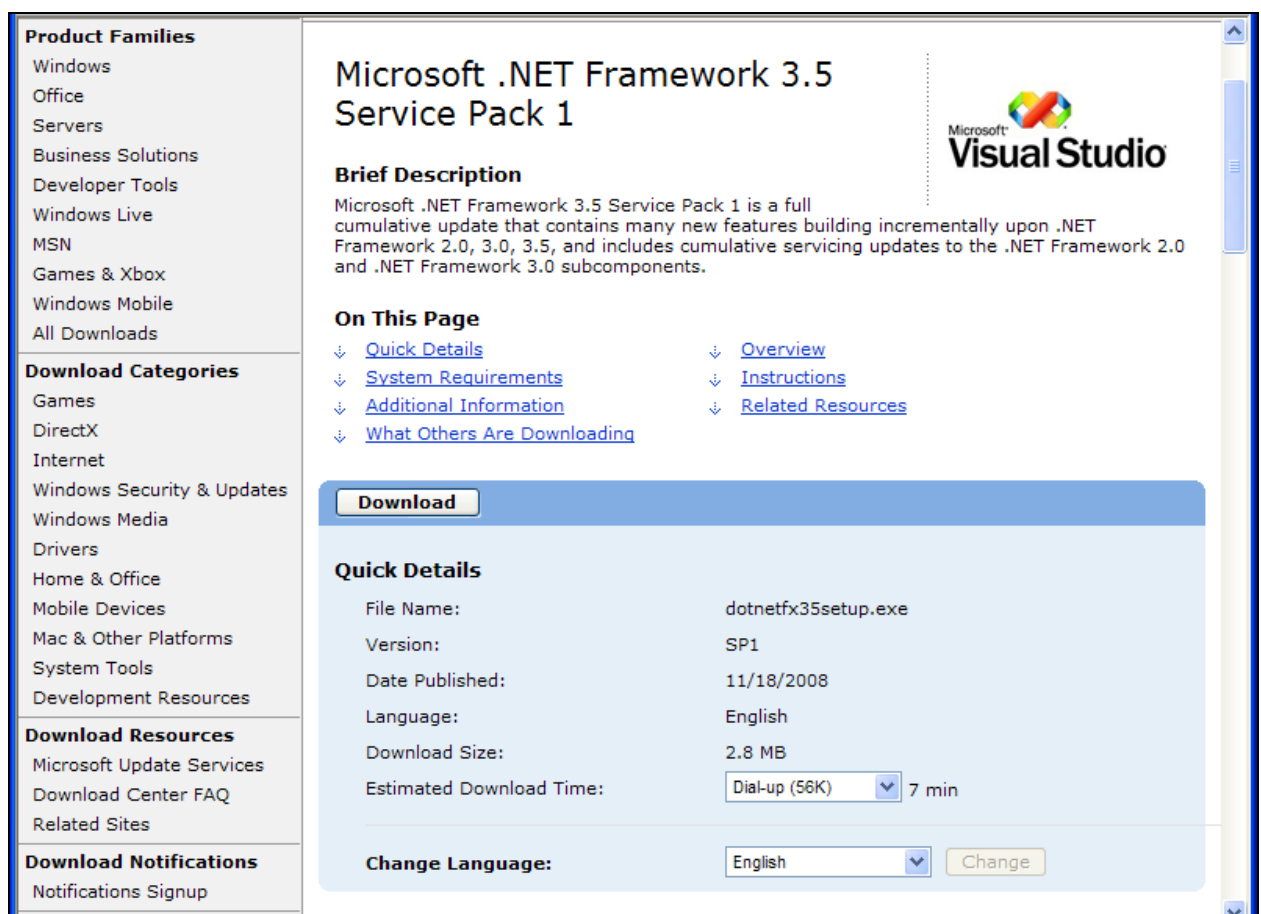
16. When the installation is complete, you should see the Setup Complete message. You may close this window by clicking the **Exit** button and begin installing EAOR Version2014-1.



Using the Microsoft Website



17. When you select No from the Windows Installer Loader message, you may obtain the .NET Framework 3.5 by going to the Microsoft website at:
<http://www.microsoft.com/downloads/details.aspx?displaylang=en&FamilyID=ab99342f-5d1a-413d-8319-81da479ab0d7>. This link should take you to a page similar to the following.



18. Click the Download button in the middle left-hand side of the page and you should see the same messages that are presented in this appendix starting with number 8.

Checking Windows Version and Updates

1. To check your computer's operating system version and service pack, click on My Computer and then click on the View System Information under the System Tasks title.

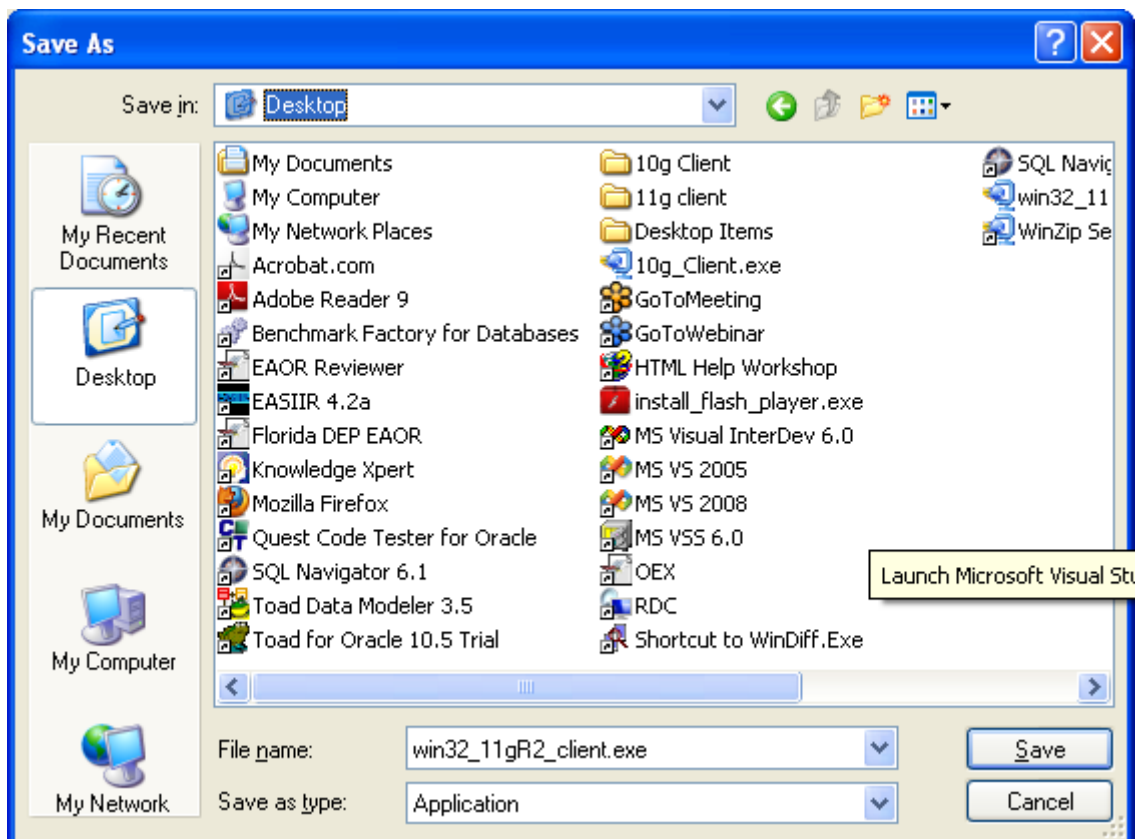
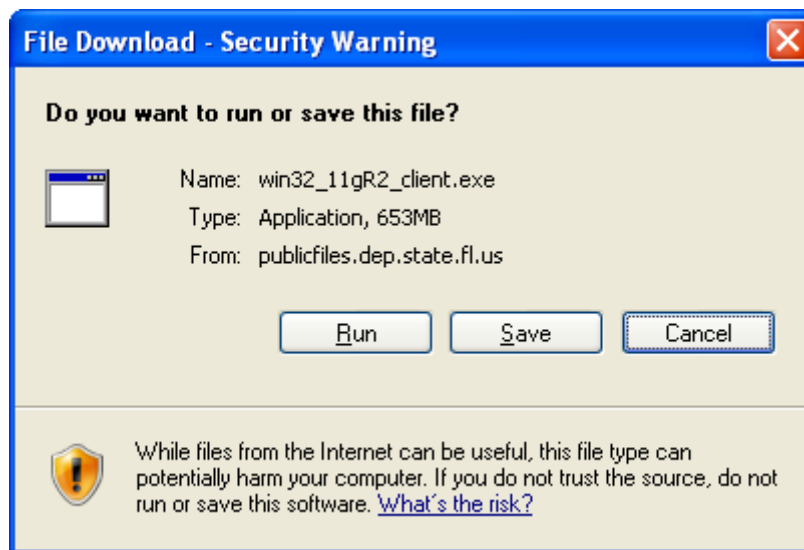


2. The system information lists the Operating System Version and Service Pack in the System Properties General tab.



Appendix C – Oracle Client Installation

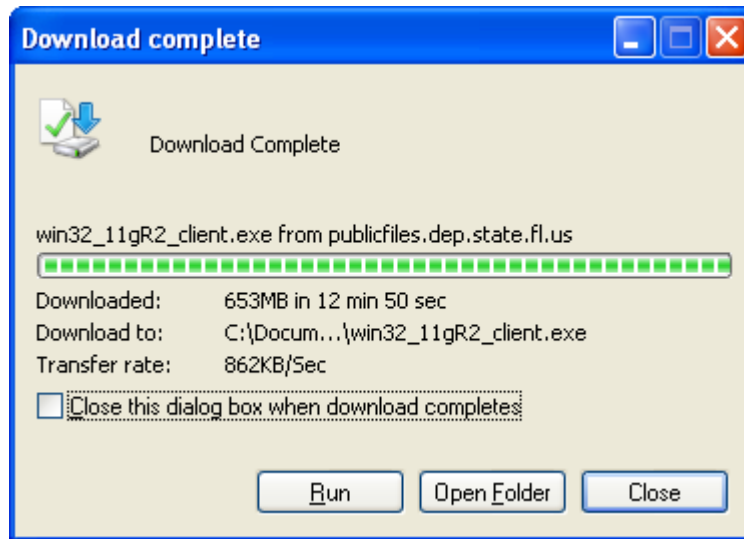
1. The Oracle 11g Client installation files are on the EAOR Reviewer Software download web site at: http://appprod.dep.state.fl.us/arms_reports/eaor/Software/Download.asp. Click on the link **Oracle 11g Client Software**.
2. You should see the following dialog box. Click on the **Save** button and save the file to your desktop or to another folder.



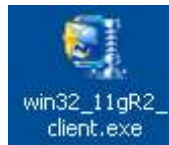
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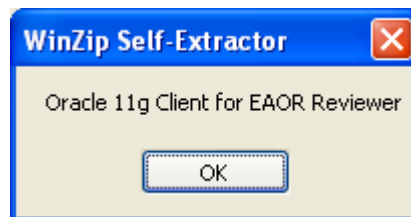
Click on the **Close** button to close the download dialog box.



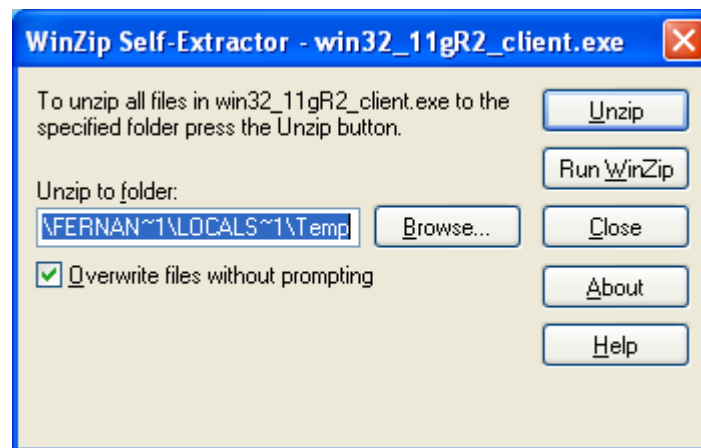
3. Once the file has finished downloading double click on the desktop icon or file called **win32_11gR2_client.exe**. This is a self extracting zip file.



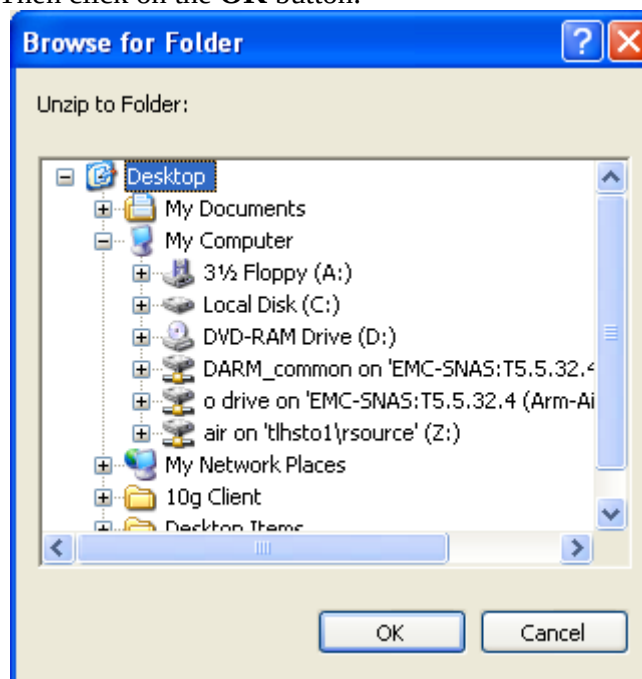
4. You should see the following dialog box. Click on the **OK** button to continue.



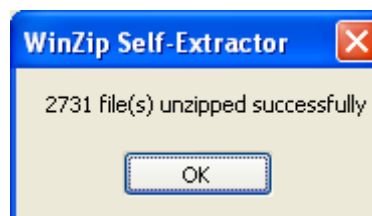
5. Then you'll see the following dialog box. Under the **Unzip to folder** section click on the **Browse** button and select **Desktop** as the **Unzip to folder** location.



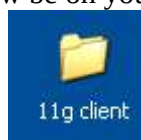
Then click on the **OK** button.



6. Once the Client files have been unzipped you'll see the following dialog box. Click OK to close the dialog box.



7. A folder called 11g Client should now be on your desktop.



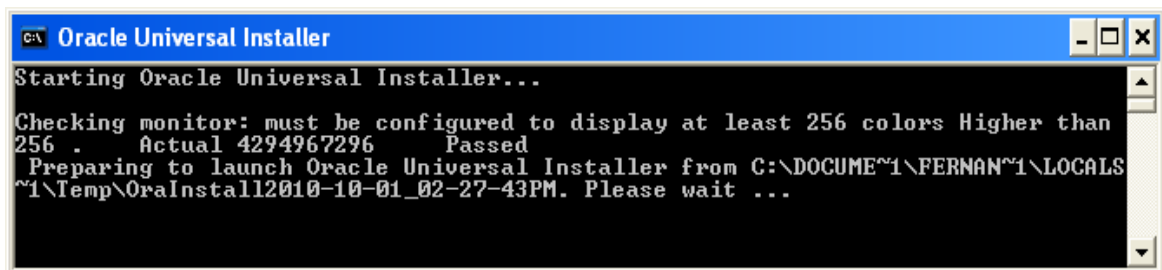
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8. Open the **11g client** folder on your desktop. Double click on the setup.exe file.



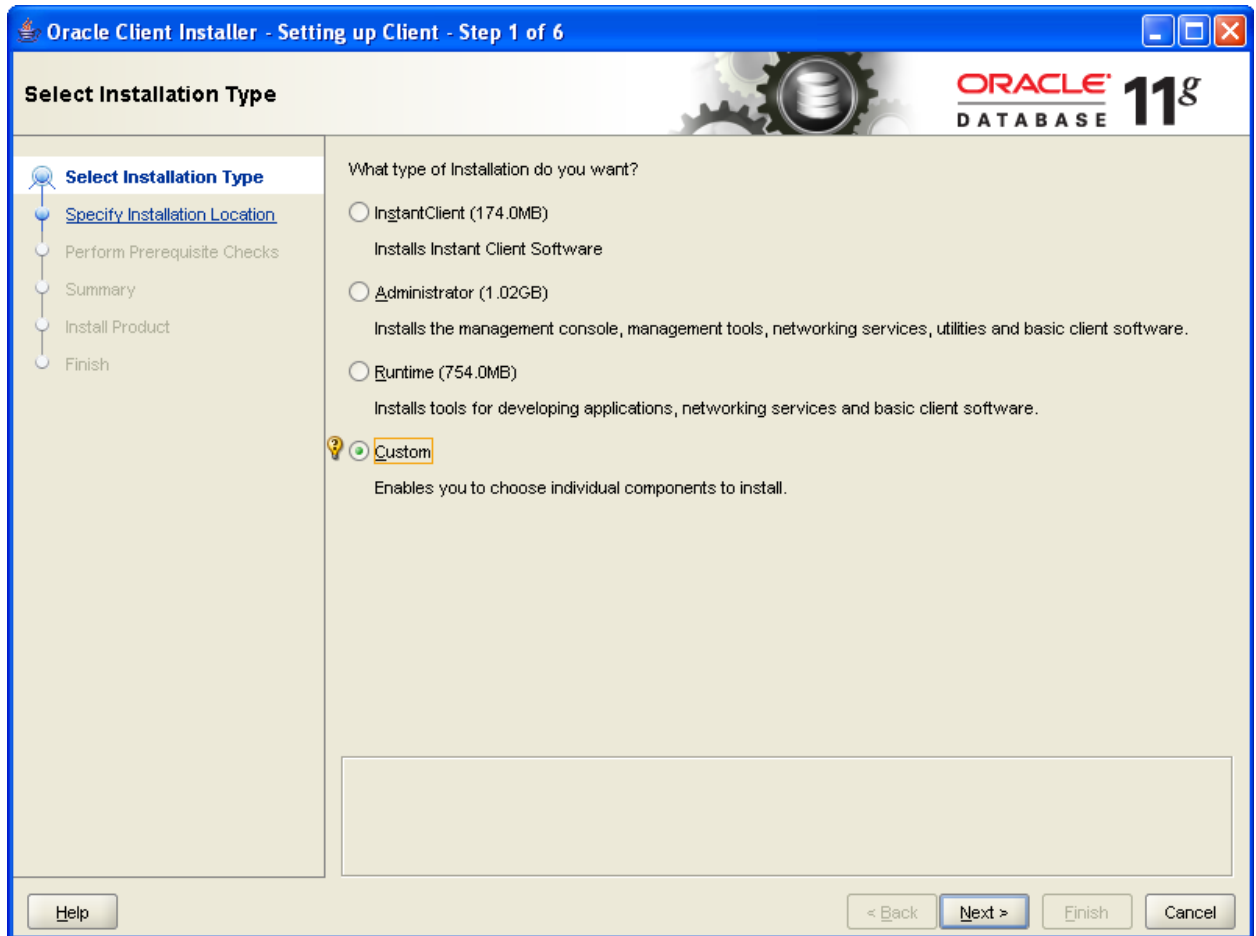
9. Double clicking on the setup.exe file should display the Oracle Universal Installer Welcome screen. Depending on your computer, this may take a few minutes to load and you may see the please wait message shown below.



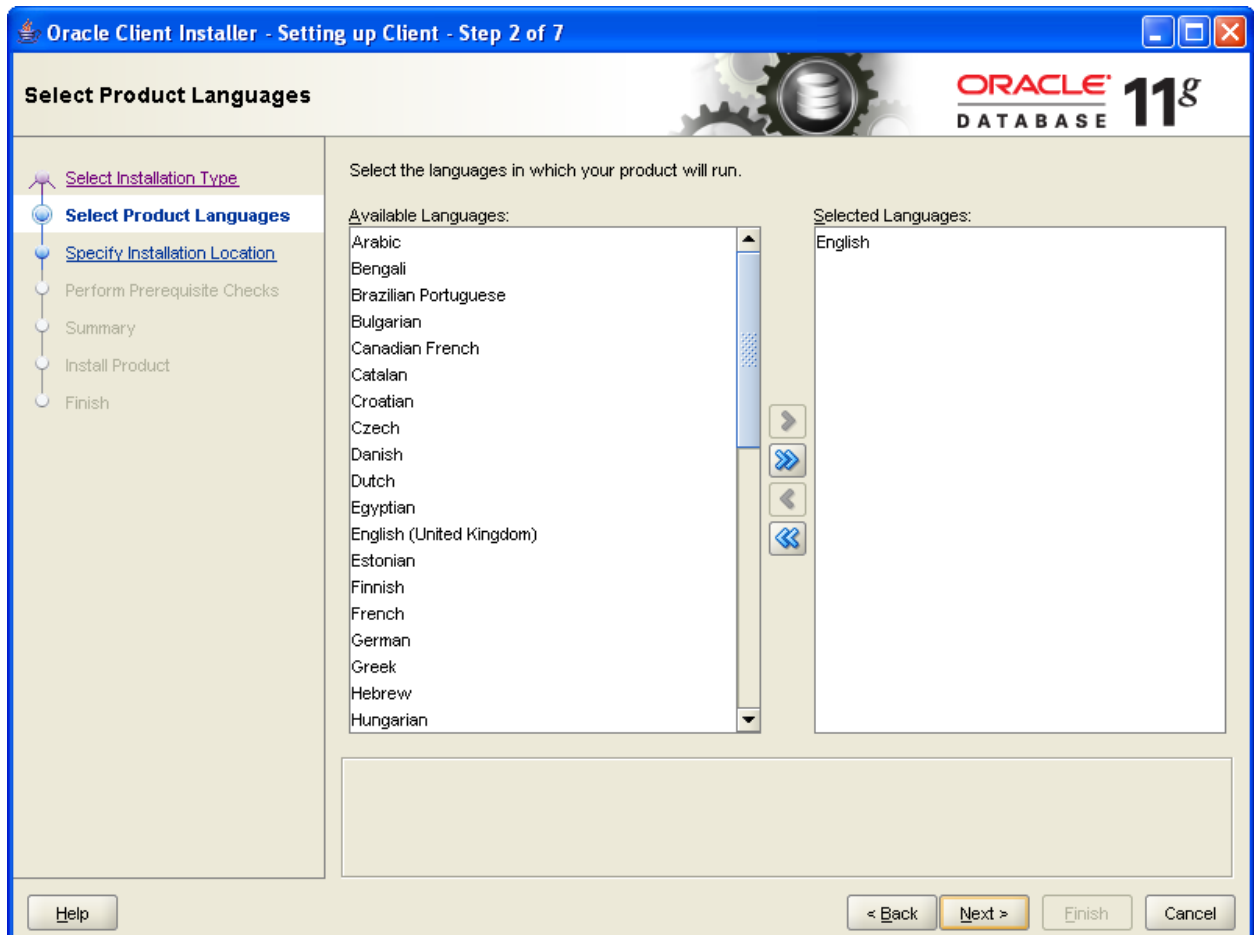
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10. When the Oracle Client Installer, as shown below, appears, you may click on the **Custom** radio button which is at the end of the list. Then click the Next button to continue.



11. The next screen is the **Select Product Languages**. The default language is **English**. Click the **Next** button to continue with the installation.



12. The next screen is the **Specify Installation Location**. Change the **Oracle Base** field to **C:\oracle** then click on the **Next** button.

Oracle Client Installer - Setting up Client - Step 3 of 7

Specify Installation Location

Select Installation Type
[Select Product Languages](#)
Specify Installation Location
[Perform Prerequisite Checks](#)
Summary
Install Product
Finish

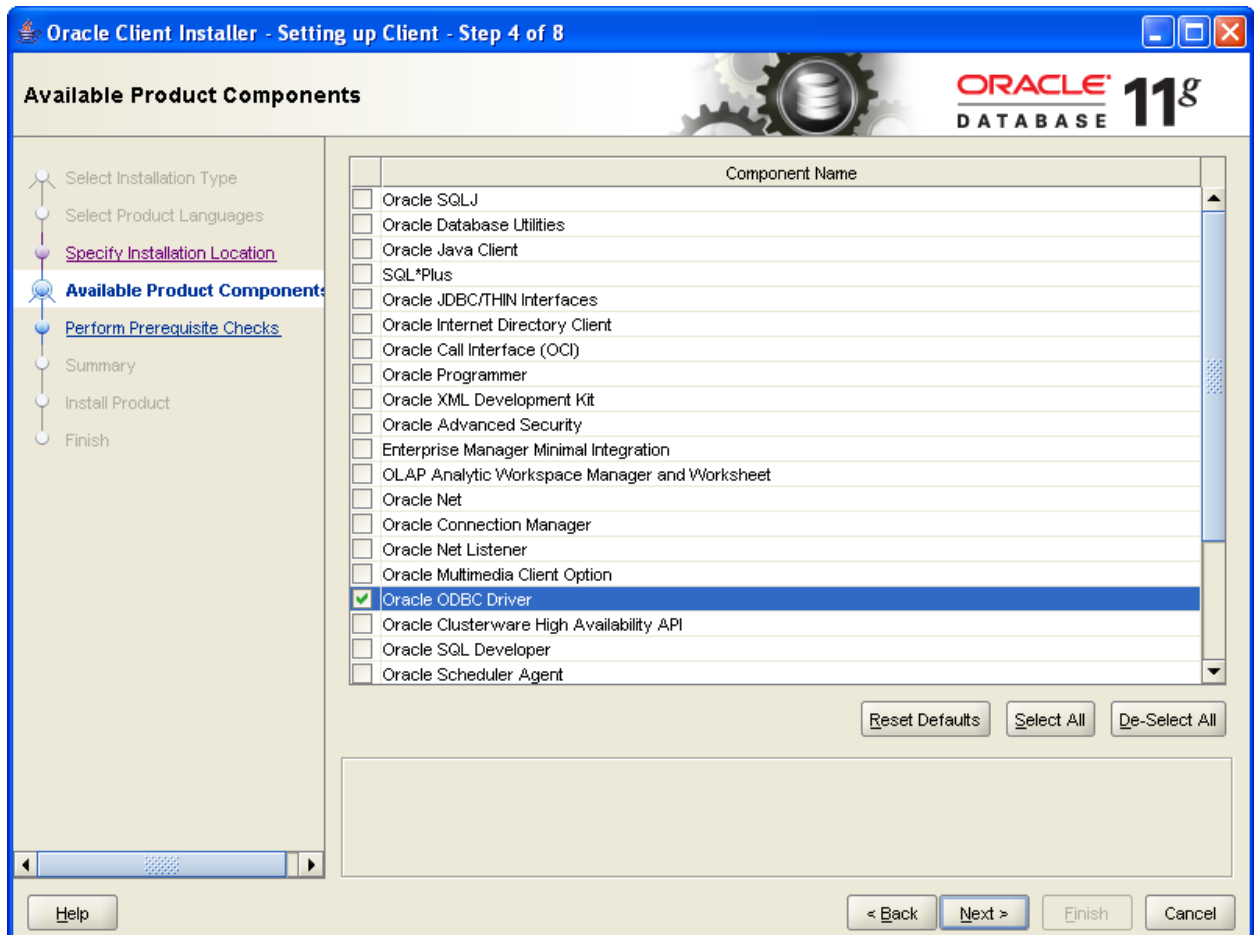
Specify an Oracle base path to place all Oracle software and configuration-related files. This location is the Oracle base directory.

Oracle Base:

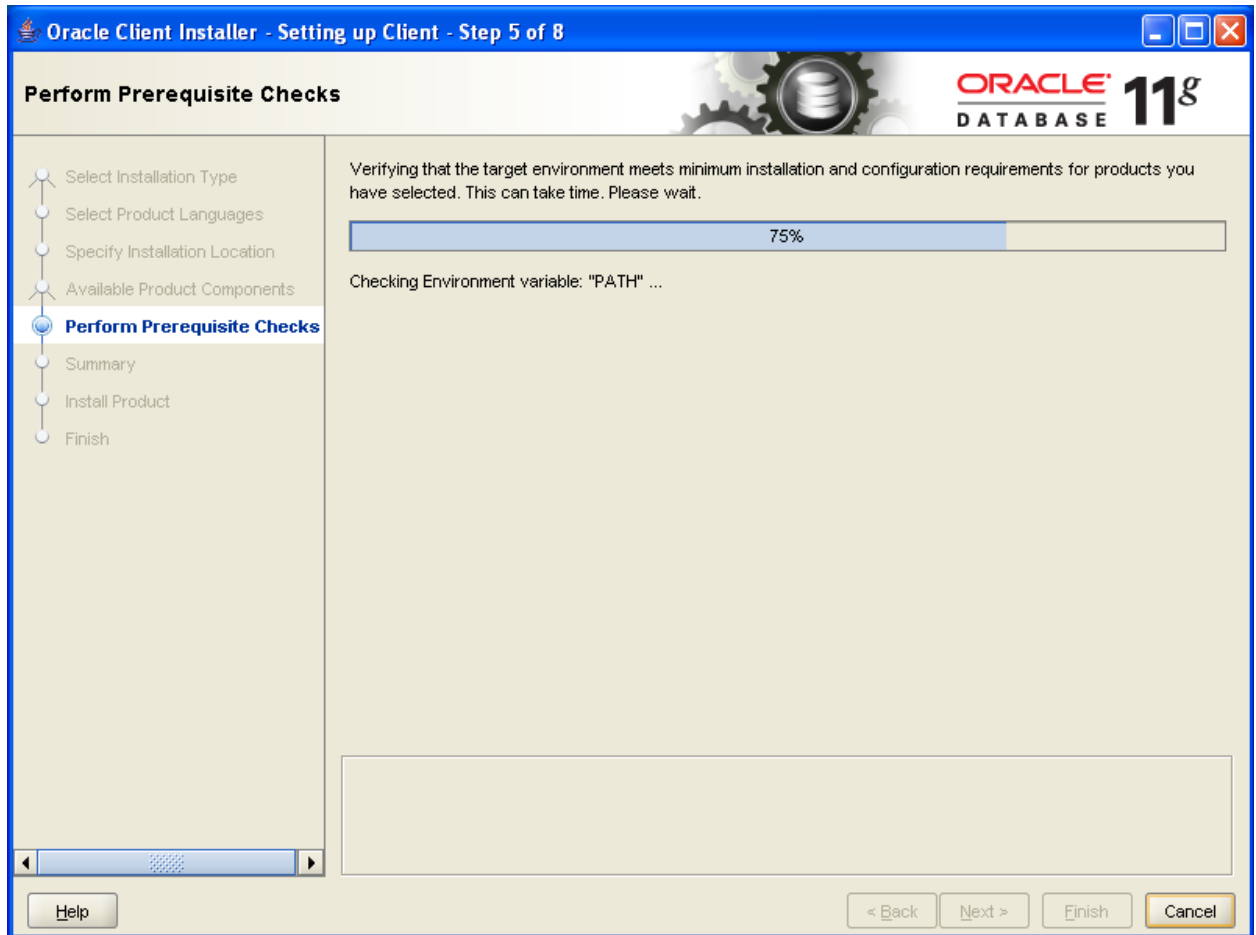
Specify a location for storing Oracle software files. This location is the Oracle home directory.

Software Location:

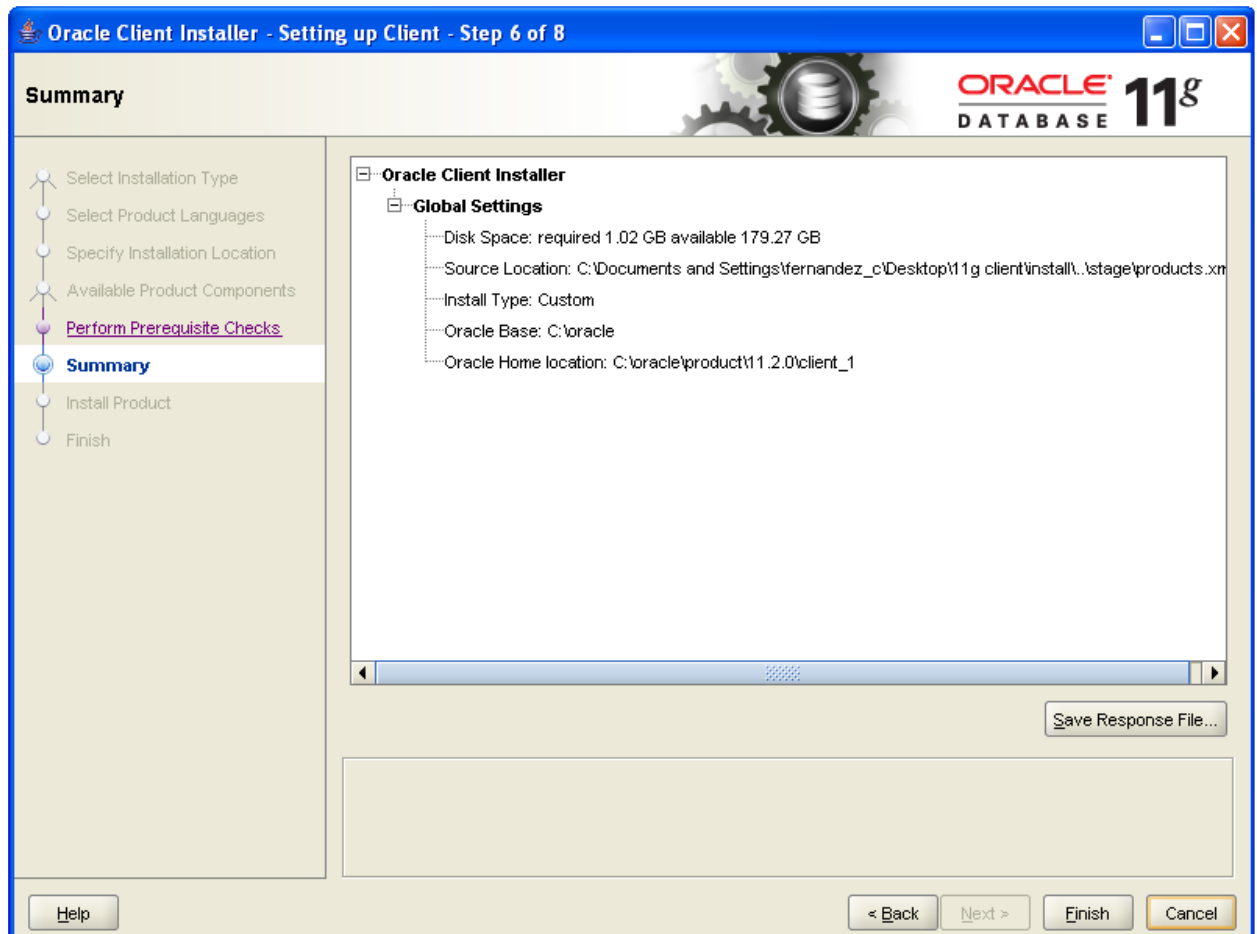
13. The next screen is the Available Product Components. Click on the **Oracle ODBC Driver** option. Click on the Next button to continue.



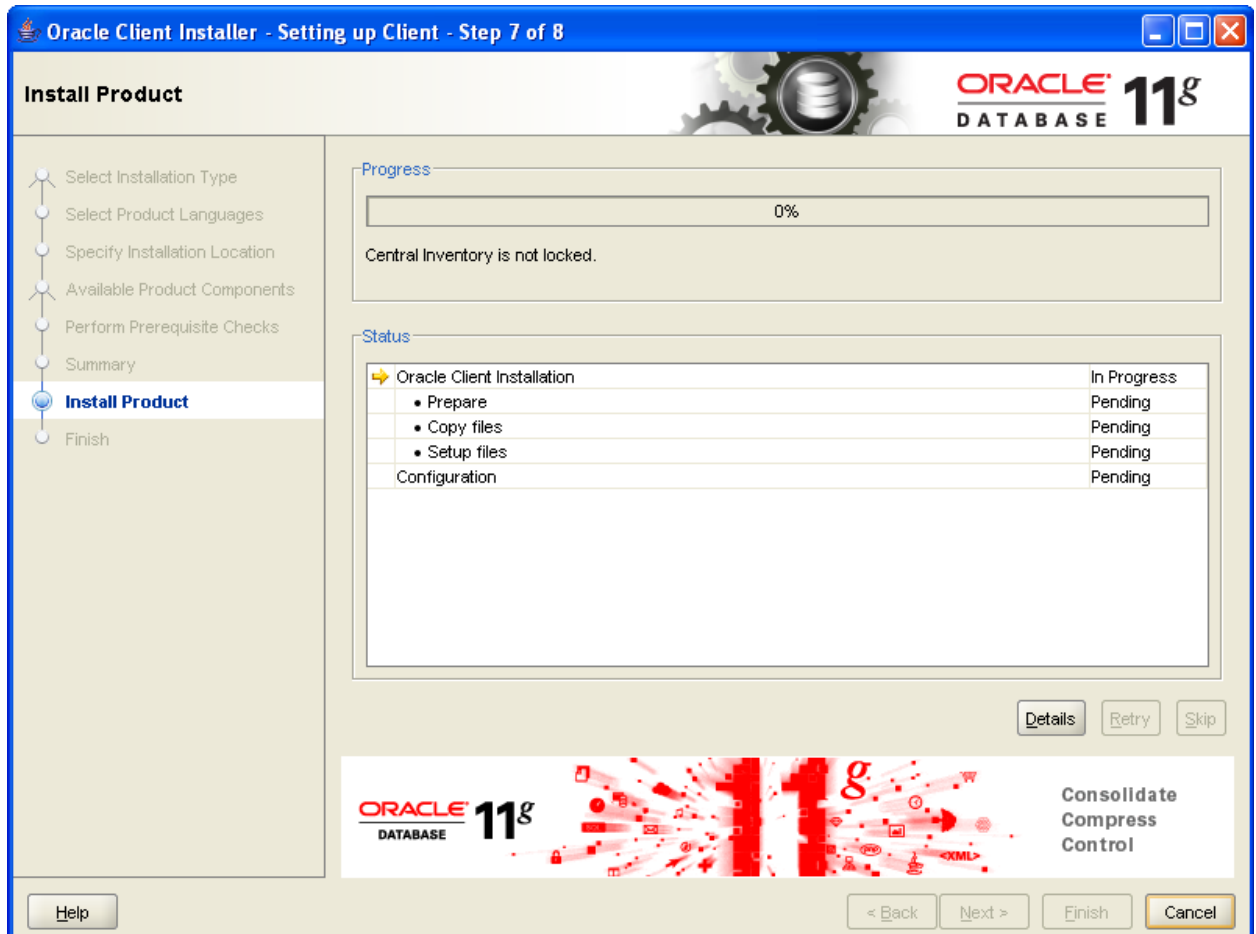
14. The **Perform Prerequisite Checks** screen will display.



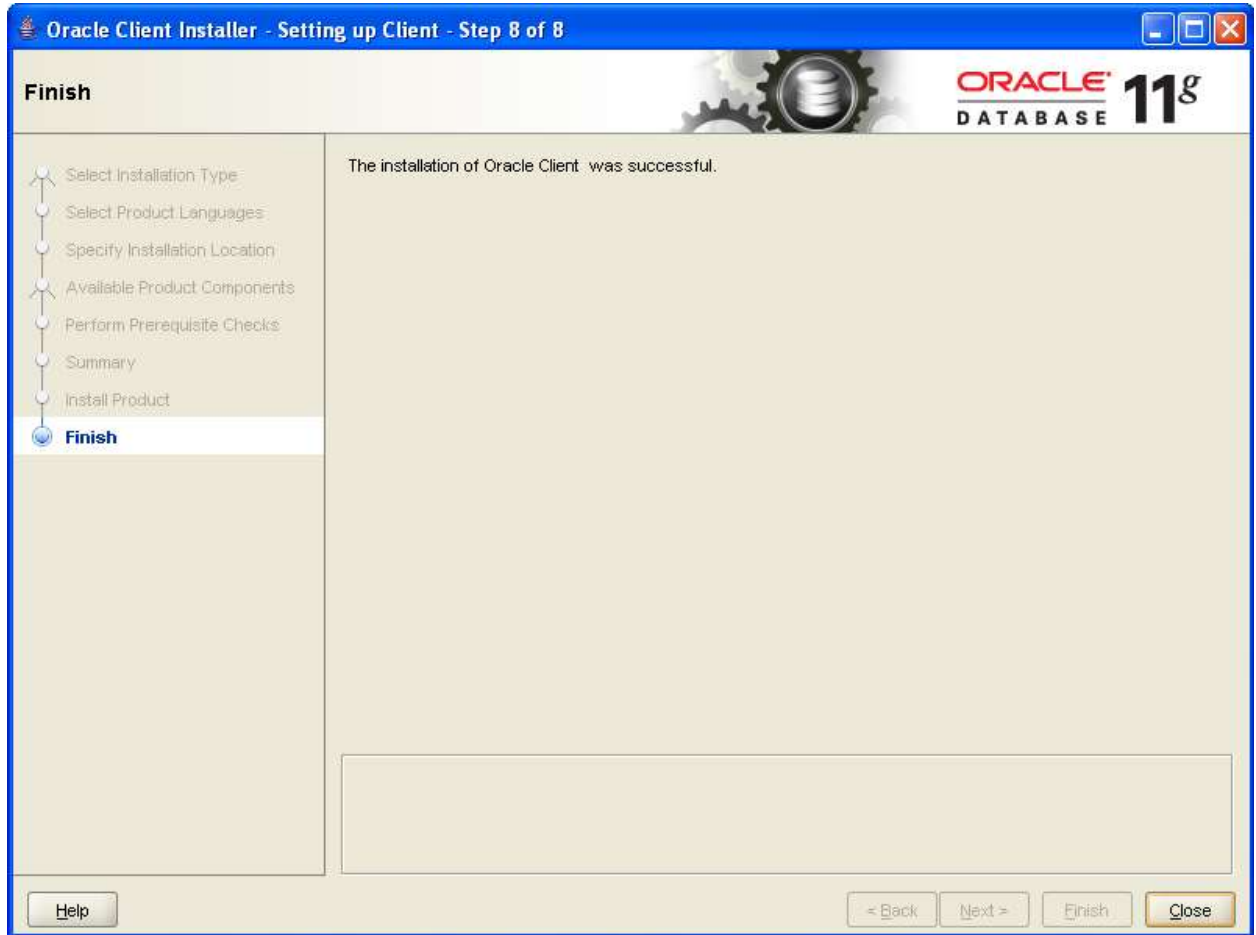
15. The next screen is the **Summary**. Click the Finish button to start the installation process.



16. During the installation, the screen below will display the installation progress bar.



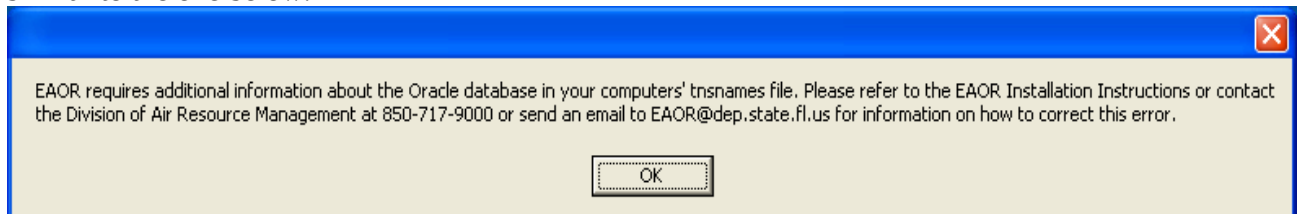
17. When the installation is complete, you will see the **Finish** screen. Click the **Close** button to continue.



18. When you click the Close button, the window above will close.

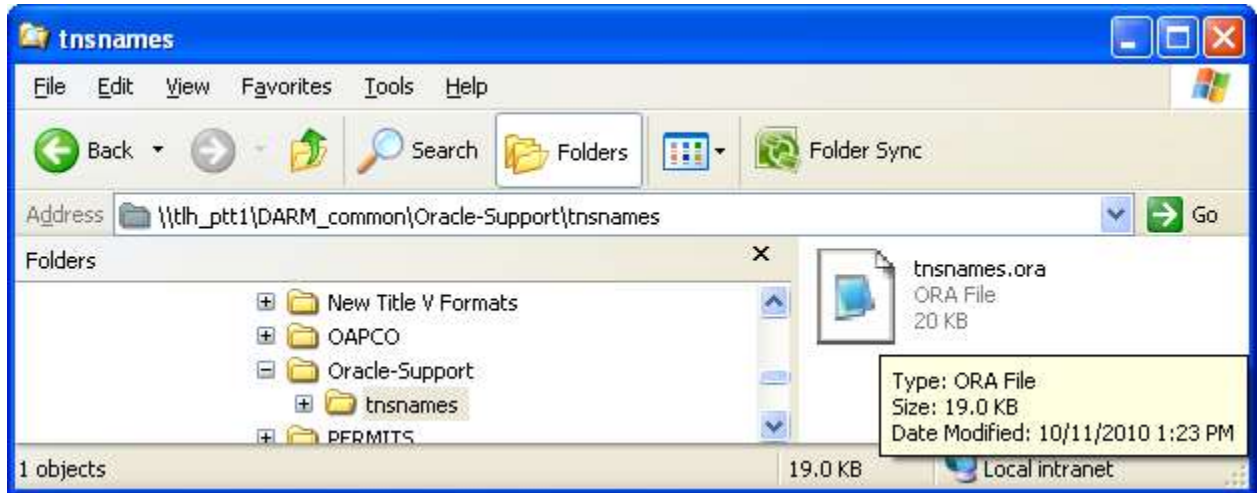
Oracle Client is Installed

19. When the Oracle Client is installed, you need to include the Oracle Transparent Network Substrate (TNS) information. If you do not have this information, you will receive a message similar to the one below.



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20. The **tnsnames.ora** file is on the Network at: \\tlh_ptt1\DARM_common\Oracle-Support\tnsnames. You should copy this file to the directory where the Oracle Client was installed.



21. The tsnnames.ora file should be added to the \network\ADMIN folder where you installed the Oracle Client. See step number 12 of this section for where the installation path that should be in front of the \network\ADMIN folder. If you already have a tsnnames.ora file in this directory, you will need to edit it to add the EAOR Oracle information.

