

How to install CircBackup

Installer locations:

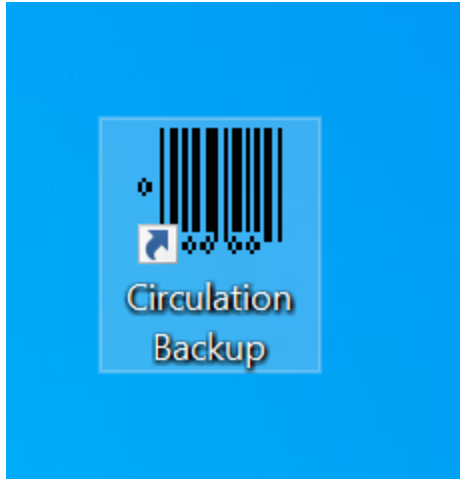
- **Consul:** <https://consul.stanford.edu/x/vRByYw>
- **Wallaby:** smb://sul-wallaby/@.Applications/CircBackup
2005/setup.exe
- Available on a thumb drive (Upon request)

Installation Instructions:

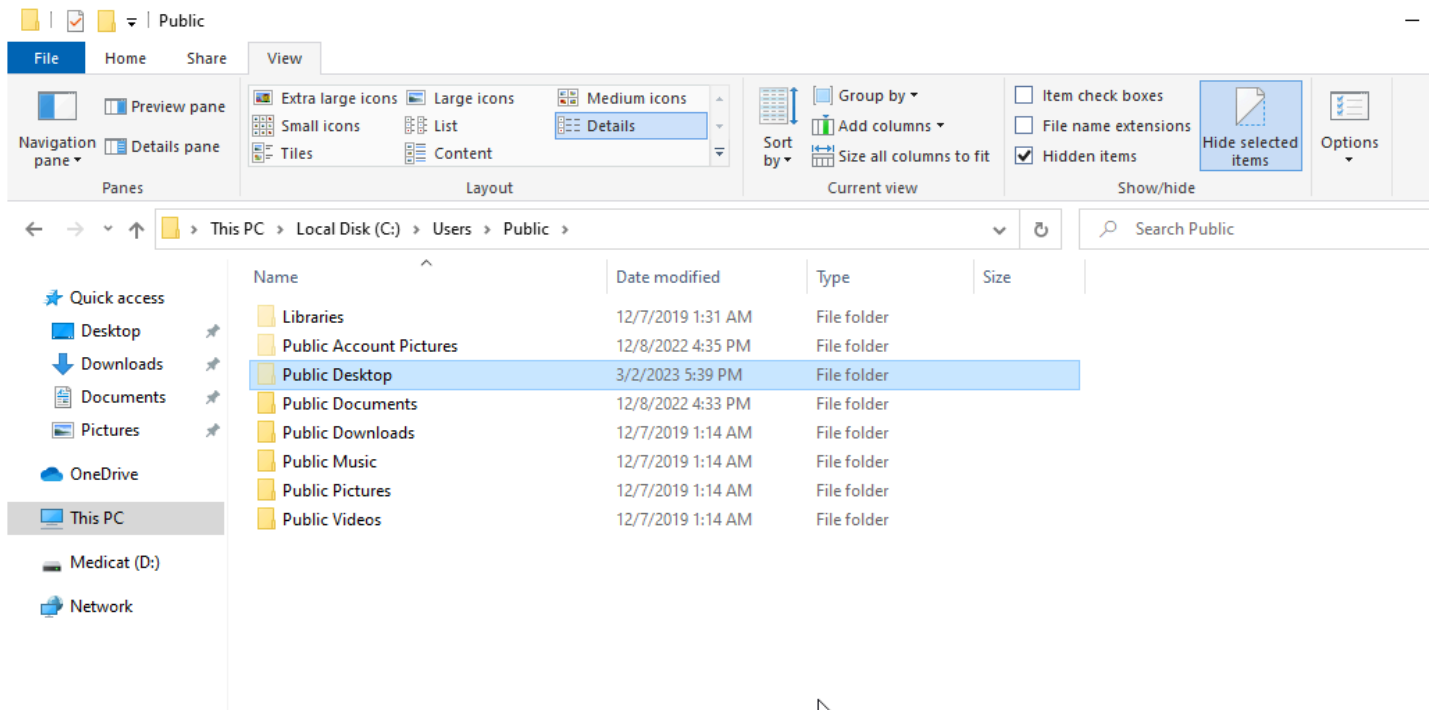
Running this application in an administrative account is highly recommended to avoid issues. It will require administrative rights to run. (SUL Staff: Ask your EP for help running this application in an administrative account. EPs: Log in to your “SUL.” account and follow the section “Recommendation for shared computers.”)

- 1) Download the *setup.zip* file found in one of the locations listed above.
- 2) Double-click the file to open.
- 3) Click on the *setup.exe* application.

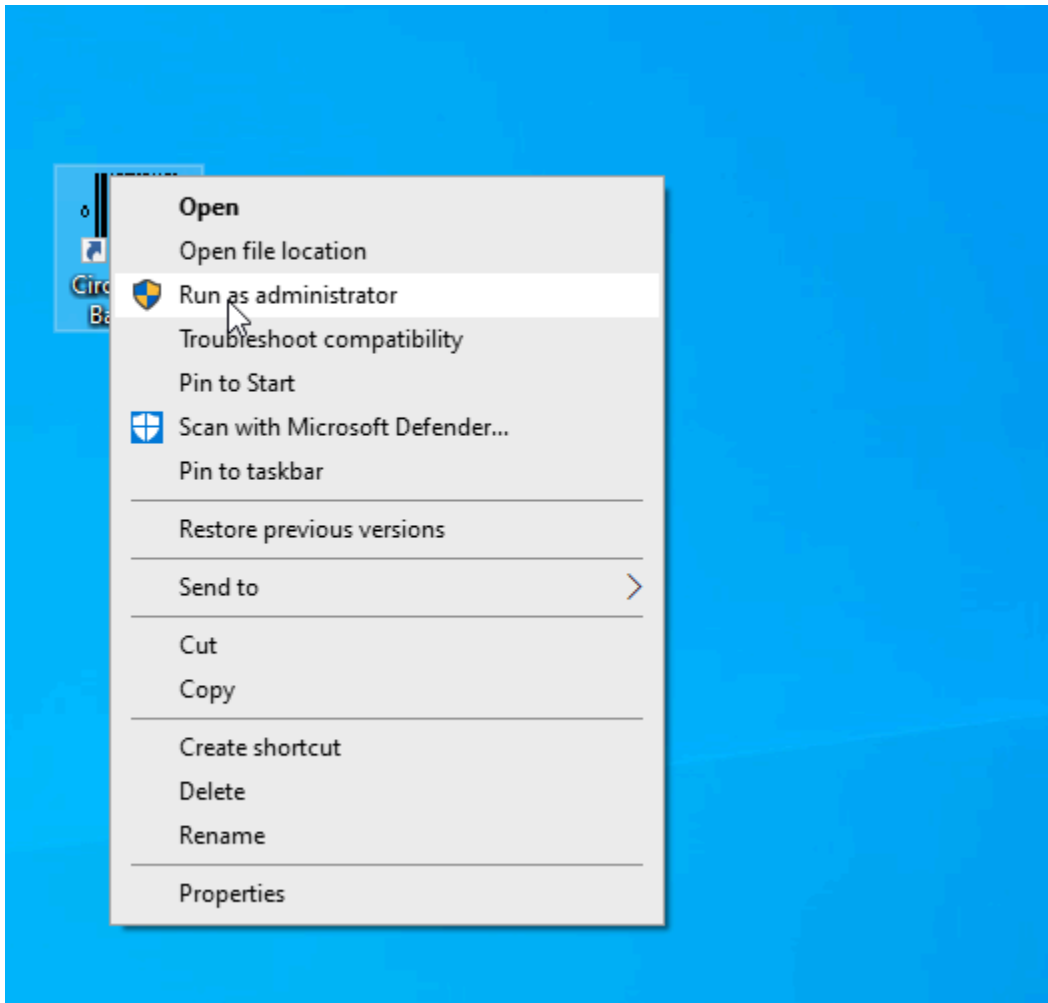
After completing the installation, you can find the shortcut “*Circulation Backup*” on the desktop.



Recommendation for shared computers: Navigate to the following path in file explorer This PC>Local Disk>Users>Public> Public Desktop. Copy the shortcut from your desktop to this folder. Doing so will populate the shortcut in every account on the computer and reduce the need to reinstall each account. (Imaged of the folder below)



- 4) When running the application for the first time, you must run the application as administrator! To do so, right-click on the “Circulation Backup” icon, then click “Run as administrator.”



Installation is complete.

Common issues and troubleshooting:

- I. “I am getting popups when I press “Print Barcodes. What should I do? ”
 - A. The barcodes will open in the Internet Explorer browser.
You can disregard any pop-ups prompted to you.
- II. “When I press “Print Barcodes,” the barcodes are not displaying.”
 - A. When this happens, close the application and run it as administrator.
- III. “I am receiving ‘Virus or malware detected’ when downloading or trying to install the application.”
 - A. Due to the age of the application and installing a font into the computer registry, you may get alerts that the application is a virus and not allow you to run or install it. You must give the application an exception on your computer firewall/virus detection system. (For SUL Staff, please contact your EP for help)