

## **Summary of actions to take if moving to SoilData**

- a. Decide what computer will be the main computer where the database will reside.
- b. Download SoilData3.0 at [soils.rs.uky.edu/soildata.php3](http://soils.rs.uky.edu/soildata.php3) and install on the main computer. This will install SoilData 3.0.0.
- c. Open the Word document under the SoilData 3.0.1 link and follow directions to upgrade to SoilData 3.0.1.
- d. Open SoilData and click on Administration/Main. Click the edit button on the bottom-right hand corner. Enter your county's number, address, phone number, and county agent names and titles, and email information.
- e. Email Paula Howe ([phowe@uky.edu](mailto:phowe@uky.edu)) to let her know you have the SoilData program installed and ready to receive soil test data. Let her know what email address to use when sending soil test reports.

## **Installation**

### **Instructions for installing SoilData on the Main Computer**

1. Before installing the SoilData program, consider what computer will act as the main computer to receive soil test data.
2. The main computer should have a minimum resolution of 800x600.
3. Make sure all applications are closed on the main computer.
4. Go to [soils.rs.uky.edu/soildata.php3](http://soils.rs.uky.edu/soildata.php3) on the web. Download the SoilData3.0.zip file to the desktop. Extract the program file (.exe) from the zipped file and place it on your desktop.
5. Double-click the SoilData3.0.exe file and answer YES to the question asking if you want to install the program. Follow the installation instructions that appear on the computer. It is best to install the program in the default subdirectory: c:\Program Files\SoilData\
6. A window should appear asking if you want to restart the computer. Make sure that “Yes, I want to restart my computer now.” is selected and hit the “Finish” button. If you are not asked to restart the computer, continue to exit the installation and restart the computer.
7. Once the computer reboots, close any windows that appear.
8. You need to upgrade to SoilData3.0.1. This version was developed to fix a problem with sending out crop information. Go to [soils.rs.uky.edu/soildata.php3](http://soils.rs.uky.edu/soildata.php3) on the web and click on the SoilData3.0.1 link and choose to open. This will open a Word document with instructions on upgrading to SoilData3.0.1.
9. Selection Administration, then Main. This opens the main administration window. To begin to edit the information in this window, you have to hit the Edit button.
  - a. Type in your county ID, name and address of your office in the appropriate boxes.
  - b. Type in the agent’s name and titles that will sign the A reports (Agricultural reports), H reports (Home, lawn, and garden reports), and C (Commercial horticulture reports).
  - c. Determine what your last county sample number was. Enter this number in New ID under “Start ID and ID check”, then hit reset ID button.
  - d. Choose a file path in the bottom left hand corner to a file path that actually exists on your computer. To do this, hit the button that looks like a file folder. A

“Save As” window appears. Select a path where the database will be backed up. Type the filename for backing up the database as SoilDataBak.mdb.

e. Enter information in the Email Information section as shown in the Figure below. Use your county listserve email address for the “From: Email Address”.

f. Other information in the main administration window is default information that doesn’t need changed. An example main administration window is shown for Breckinridge county in Figure 1.

g. Hit the OK button to exit this window.

10. The SoilData program is ready to operate. Exit the program by hitting the x in the upper right hand corner or select File/Exit.

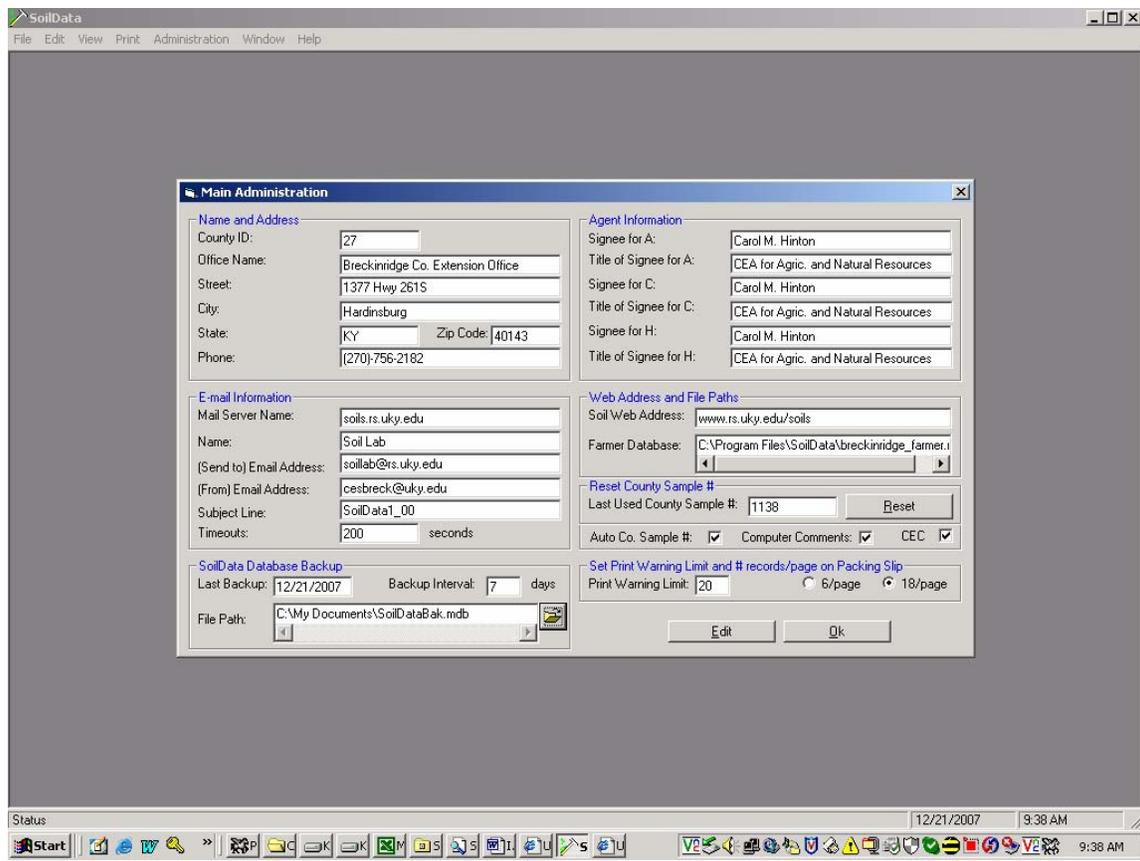


Figure 1. The Main Administration window in SoilData after entering information. The example shown is for Breckinridge county.

## **Configuring networked computers to run SoilData**

1. To set up a computer to open SoilData on the main computer, you need to install a program called SoilDataNet.exe. Go to [soils.rs.uky.edu/soildata.php3](http://soils.rs.uky.edu/soildata.php3) and download the program that is in a zipped file at the SoilDataNet link to the desktop. Extract the program in the zipped file and save it to the desktop.
2. Double-click the SoilDataNet.exe file and answer YES to the question asking if you want to install the program. Follow the installation instructions that appear.
3. To create a shortcut to SoilData on the networked computer, go to the main computer at <letter>:\program files\soildata under the My Computer icon on your desktop. The main computer will be mapped with a letter and/or name specific to your network. Locate the file named soildata.exe (you may not see the exe. The icon for the file is a soil probe). Hit the right mouse button and select "Create Shortcut". A separate shortcut file is created that you can drag to the desktop.