

# Installing Exeter (Ascribe) Appointments with R2 of FlexaTrace

## Preliminaries

Install the label printer to be used with the Exeter Appointment system. If this is to be used with card media, download the font: Arial, bold, 12 point, 90Deg as font “a” with the Standard character set. Remember that the font does not start to download until you click the OK on the window which claims the font has been downloaded! Some experimentation with font size may be required as printers have been known to respond differently to the same font download!

## Install FlexaTrace Central

On the practice server, install FT Central, selecting the “exeter\_appointment” option to be installed and selecting the appropriate drive as the destination for the FlexaTrace data folder.

Install the licence either by copying the “flexatrace.lic” file to the ftdata folder on the server or by pasting in the ASCII version after installing the client.

Edit the template file(s) to have the practice data in the header etc.

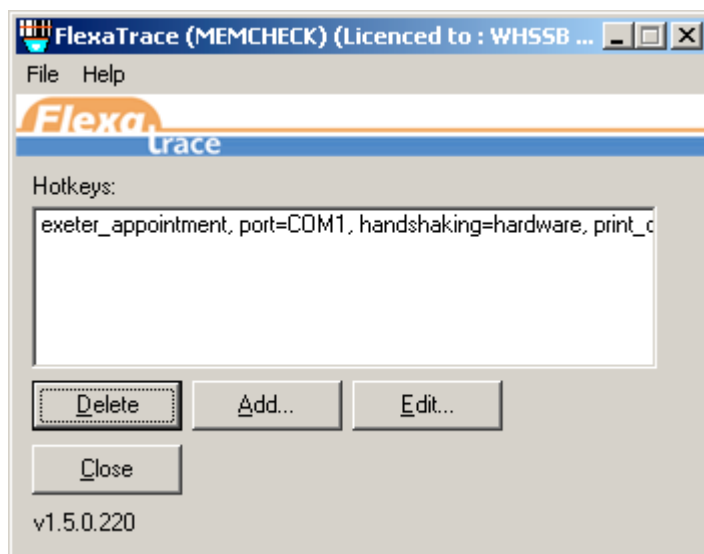
## Install FlexaTrace Client

Now install the FlexaTrace client, accepting defaults and choosing to run it at the end of the installation process.

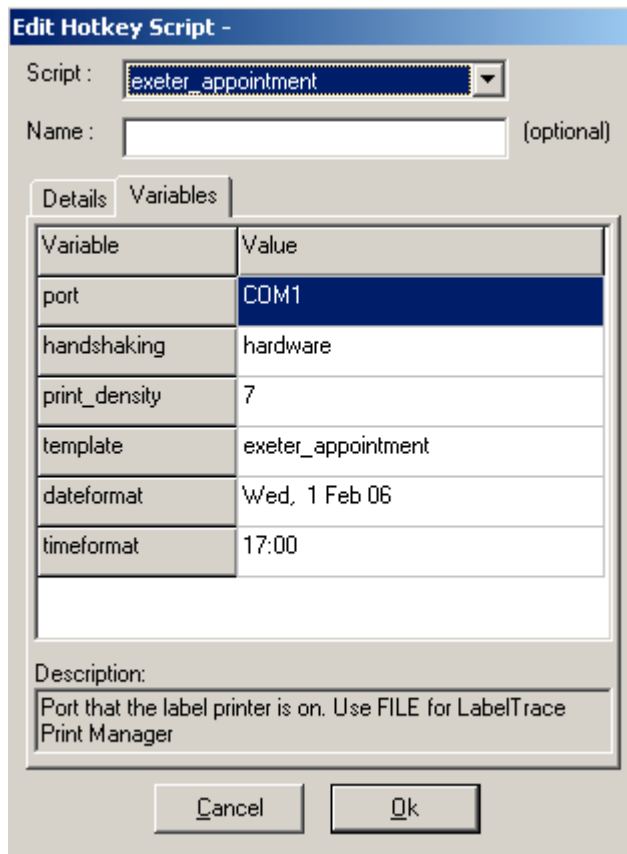
### FlexaTrace in the System Tray



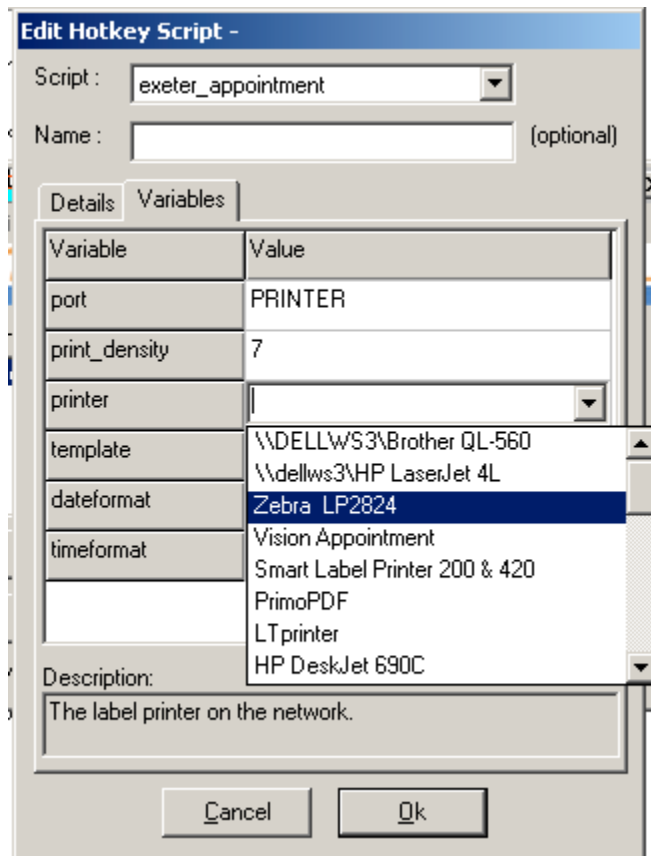
Open the FlexaTrace Client by right clicking on the FlexaTrace icon in the system tray then selecting Open.



Double click the “exeter\_appointment” entry to edit the configuration settings.



Set the port and if appropriate, printer name as required.



Set the print density to 10 for an LP2824 printer.

Choose the required template by clicking on the existing entry which will then cause a drop down list to be presented.

Select the required date and time formats from the examples available in the drop down list  
OK out of the interface.

## Configure the Exeter GP system

Refer to Ascribe Documentation for details of required configuration