

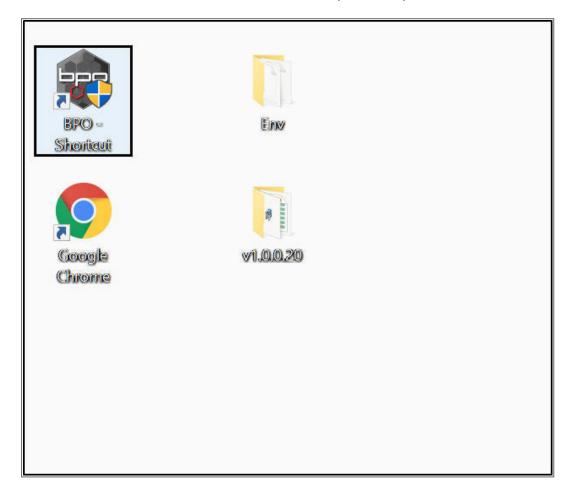
INSTALLATION AND CONFIGURATION

BPO2 ENVIRONMENT CONFIGURATION

When **BPO** is first installed, you will need to update the connection settings with your specific **SQL** server and database names. Contact the **CO3 Technologies Support Centre** (softwaredocs@co3.co.za) for these details.

CONNECT BPO TO THE DATABASE

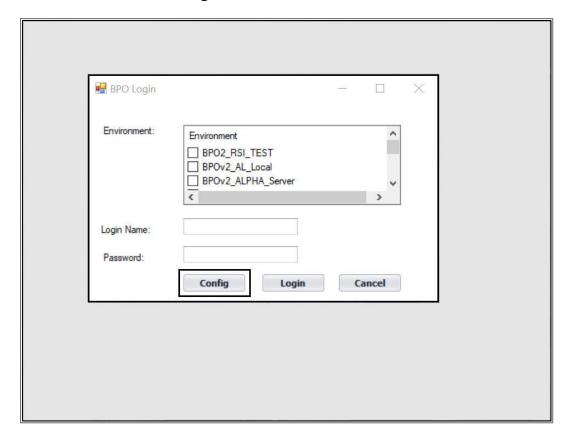
• Double click on the **BPO icon** on your computer.





BPO CONFIG

- The BPO Login screen will be displayed, if there are other environments already configured, these will also be displayed in this screen.
- Click on Config.



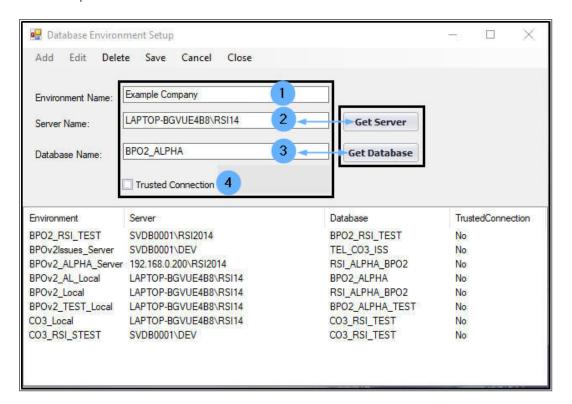
ENVIRONMENT SETUP DETAILS

The **Database Environment Setup** screen will be displayed.

- 1. Type in the correct *Environment Name* .
- 2. Type in the correct **Server Name** or click on **Get Server** and select the correct server.



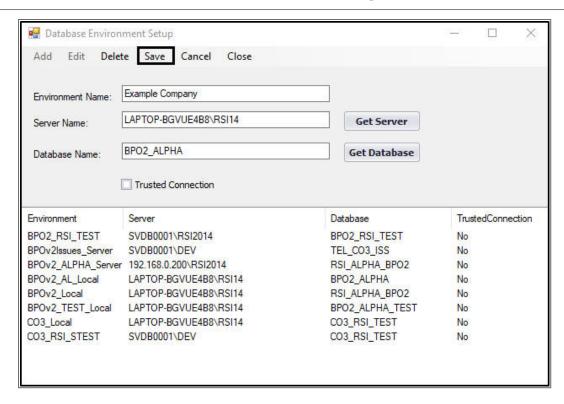
- 3. Type in the correct *Database Name* or click on *Get Database* and select the correct database.
- 4. *Trusted connection* checkbox: Either tick or leave it un-ticked, as required.



SAVE DETAILS

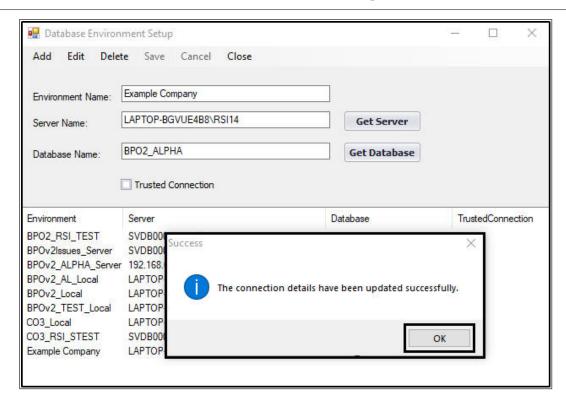
• Click on Save.





- A *Success* message box will pop up informing you that;
 - The connection details have been updated successfully.
- Click on Ok.

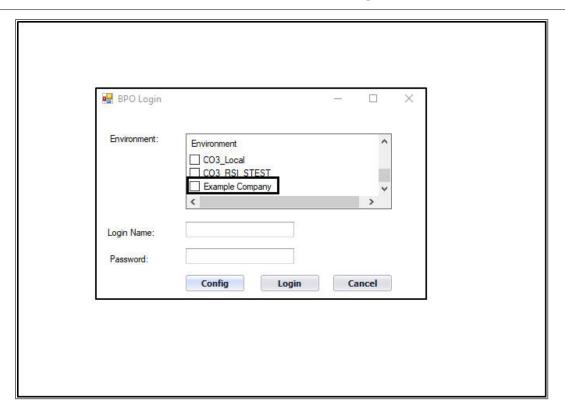




VIEW NEW ENVIRONMENT

- The *Database Environment Setup* screen will close.
- The new environment added will be displayed in the BPO Login screen.
- In this image, **Example Company** has been added.





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