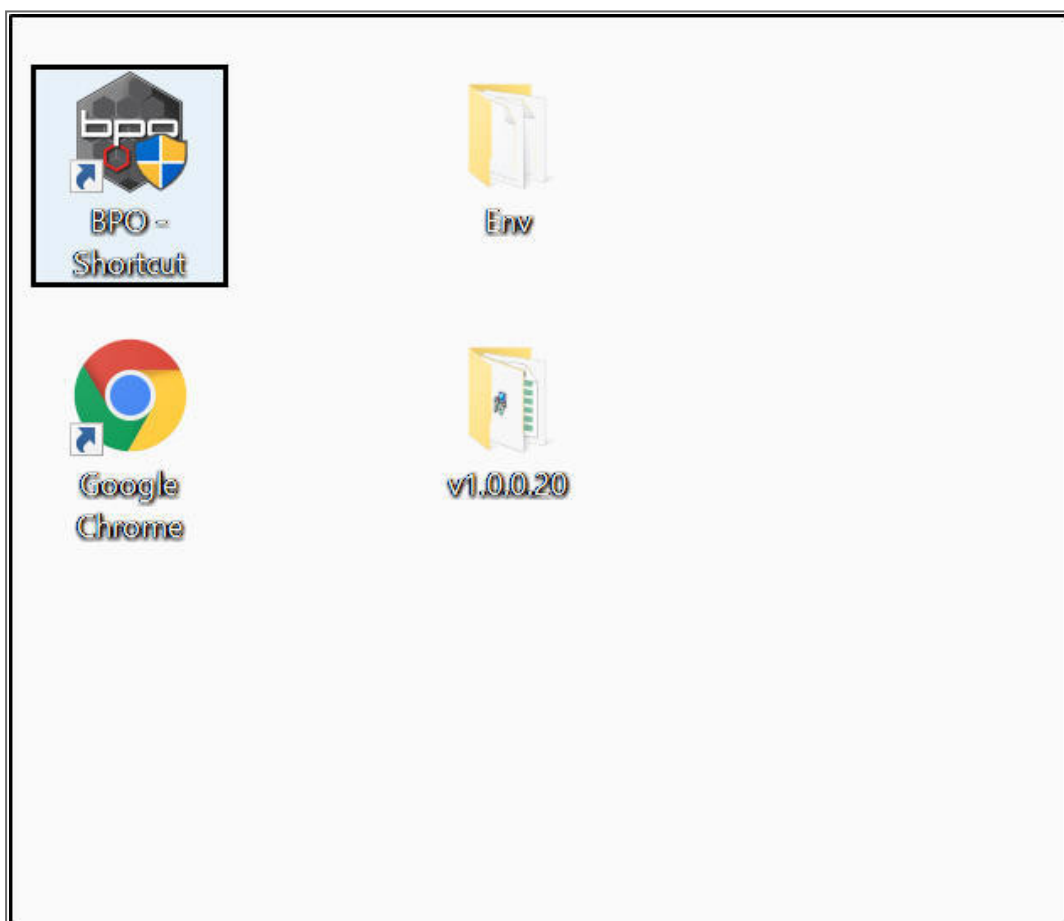# INSTALLATION AND CONFIGURATION

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.
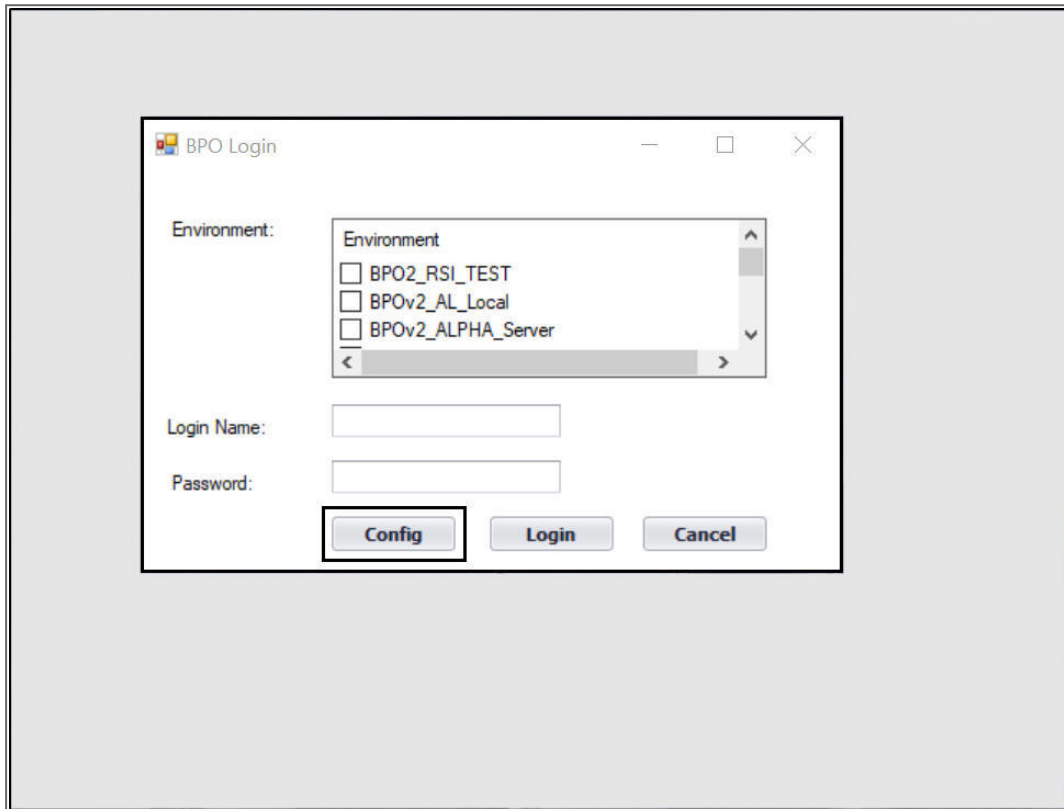
CONNECT BPO TO THE DATABASE

- 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.
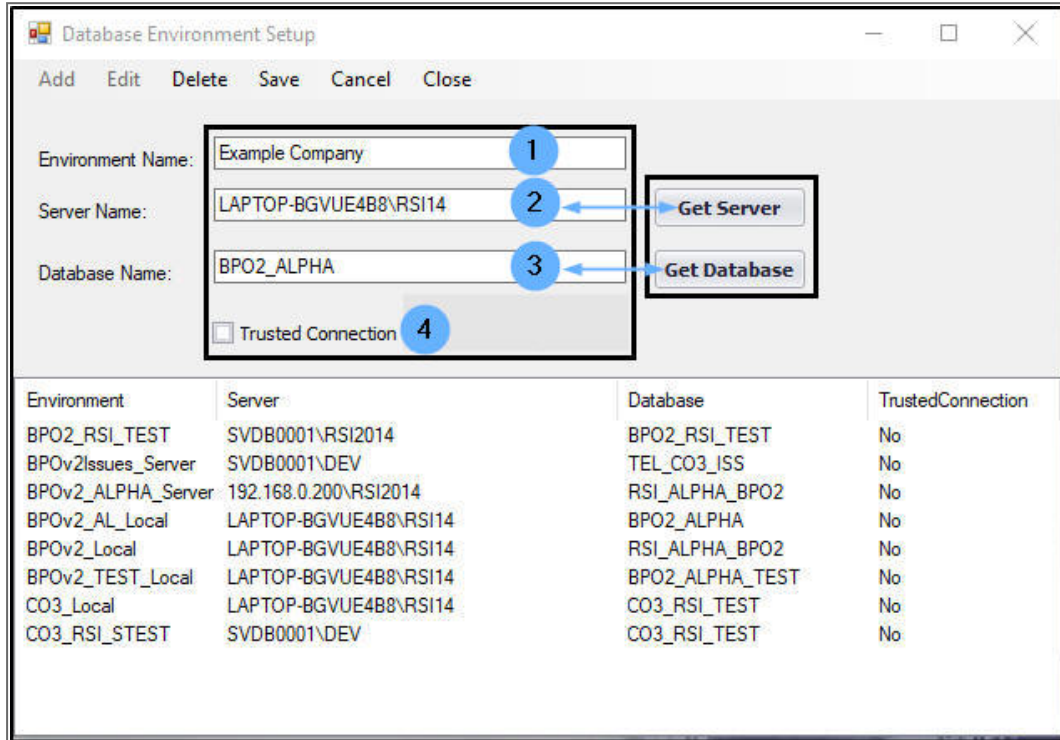- Click on *Config* .

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*.
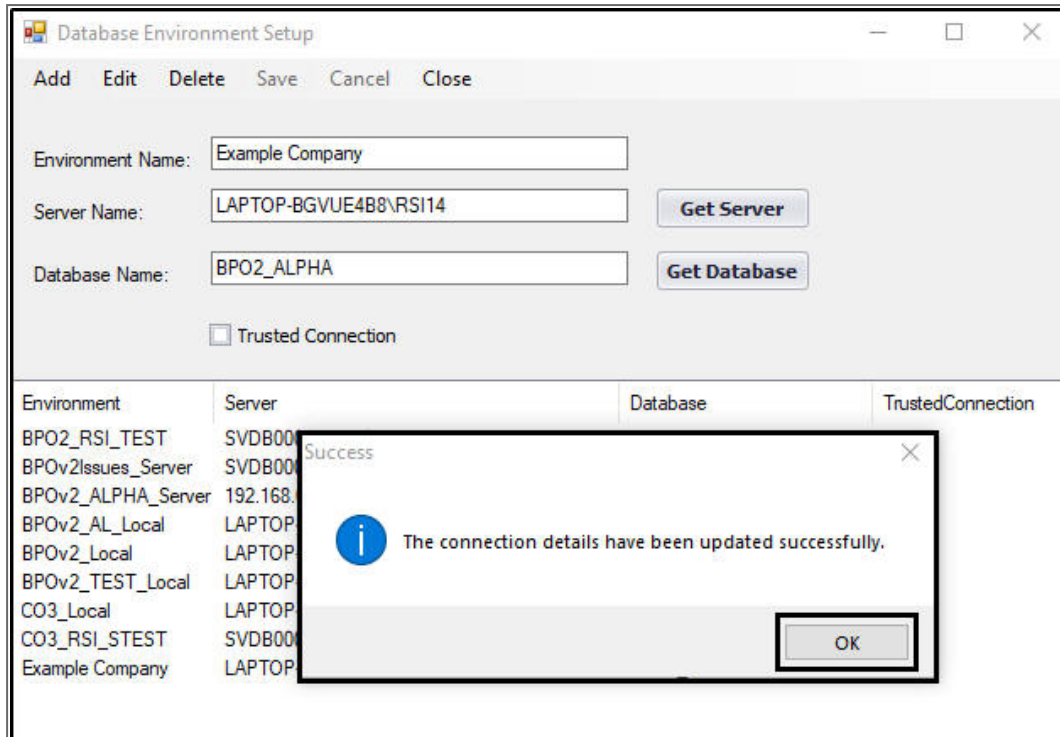
VIEW NEW ENVIRONMENT

- 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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