Vision 3

Vision Talk Installation Guide
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Prerequisites for Installing Vision Talk

Before installing Vision Talk, you must ensure that you have the following:

- Windows XP or Windows 7 operating system.
- Administrative rights to the workstation(s) you are installing the Vision Talk software on.
- Microsoft .Net 3.5 (if you do not have this installed, the Vision Talk installation process will direct you to the .Net download page).
- Vision Talk must not be installed on any Windows Server or Terminal Server.

And that you are not:

- Sharing a network with other organisations - This includes other practices.

**Important** - Vision Talk shares across the entire network and will not differentiate between your practices machines and other machines on the same network.

Other Points to Note

- Vision Talk is installed on your local machine and can be used in conjunction with Remote Desktop Applications (RDP) and hosted systems.
- Vision Talk is not dependent on any Vision clinical software components and can be installed on any Windows XP workstation.
- Vision Talk allows you to interact with all workstations running this application within the same local network. Vision Talk can be used at branch locations but it cannot be used to communicate between locations.
- You can store the Vision Talk installer a network drive or portable device for installation on each workstation requiring the software. The license key must be entered on each installation.
- There are no associated data files with the application - all application data is stored in the Windows registry.
- Vision Talk automatically adds a Windows Firewall exception entry to your workstation (this is needed to transmit messages). However, if your workstation uses a different firewall application, you must manually configure this yourself. External firewalls, ie routers, need not be adjusted.

- Application location: C:\Program Files\INPS\Vision Talk\VisionTalk.exe
- Vision Talk uses the following ports which cannot be changed:
Installation

To install Vision Talk:

1. Go to the following website: www.inps.co.uk/visiontalk (http://www.inps.co.uk/visiontalk) and click on the link to download the Vision Talk files.
2. Next, click on Run.
3. If prompted with the Internet Explorer Security Warning, click on Run.
4. The Vision Talk - InstallShield Wizard starts which guides you through the installation process. Click **Next** to continue.

5. Then, if you agree to the terms of the license agreement, select *I accept the terms of the license agreement* and click **Next**.
6. Click **Install** to begin the installation of Vision Talk files onto your local workstation.

7. VisionTalk - InstallShield Wizard now checks .Net 3.5 (minimum) is loaded. Click on **Next**.
8. When the installation is complete, you are prompted with the following screen with a confirmation of the software version. Click **Finish** to complete the installation.

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**Note** - If the required .Net version is not installed the installer will direct you to a location from where it can be installed. Follow the on screen instructions for this. You will have to start the Vision Talk install again afterwards if your computer is rebooted.
9. The Preferences screen is displayed. You must enter This Location Description as this is the location text displayed when raising or acknowledging an alert or conversation. You can enter your name ie Dr Robinson’s room, if you are the usual user or the room name ie library if the workstation is frequently shared.

- **This Location Description** – Is a mandatory free text entry which is used to identify the location of the workstation. This is displayed when an alert is raised. It defaults to the workstation name on installation, but you are advised to change it to a location description that the rest of the network users would recognise. You are free to change the location description at any time.

- Other Preferences options include:
  - **Prompt for your Vision Talk name on start up** – if this selection is ticked, you are prompted to enter your Vision Talk name when Vision Talk is started. This is a particularly useful setting for workstations that are used by more than one person or those with a common Windows login name.
  - **Set the transparency of Panic Alert icon** – Move the slider on the opacity bar to increase or decrease the transparency of the Panic Alert icon. Move nearer to 100% to make the colour more solid or, towards 20% to make the colour more transparent. Making the icons transparent allows you have the icons on the desktop without obscuring what is underneath.
  - **Background colour** – This displays the current colour for the Panic Alert icon. The default colour is red. You can change the colour by clicking on the existing colour and changing the selection.
  - **Set the transparency of Conversation icon** – Move the slider on the opacity bar to increase or decrease the transparency of the Conversation icon. Move nearer to 100% to make the colour more
solid, or towards 20% to make the colour more transparent. Making the icons transparent allows you have the icons on the desktop without obscuring what is underneath.

- **Background colour** — This displays the current colour for the Conversation icon. The default colour is blue. You can change the colour by clicking on the existing colour and changing the selection.

- **Automatically remove conversations** — From here you can select when you want messages to be removed. You have a choice of between 1 and 12 hours. The default and recommended setting is 1 hour. Messages cannot be saved in the Conversation application.

10. Click **Apply** then **OK** to save any changes to your Vision Talk preferences.

11. You are then prompted to activate your license. Your license ID and number of licenses purchased were provided in your order confirmation:
   - **License ID** — You can select Get ID from other users, which checks for other instances of Vision Talk running at your practice and copies the license ID. If this cannot be obtained please enter the license ID manually.
   - **Password** — the password is your five character Vision user number eg A0123 or 32152.

**Note** - You must have an internet connection to activate your license.

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**License Activation**

Please use the Licence ID and Password given to you to activate. An internet connection is required. If you encounter an error, please double-check that the Licence ID and Password are correct, and temporarily disable any personal firewalls you may have installed.

<table>
<thead>
<tr>
<th>Licence ID:</th>
<th>Get ID from other users</th>
</tr>
</thead>
<tbody>
<tr>
<td>Password:</td>
<td>?</td>
</tr>
<tr>
<td>Workstation ID:</td>
<td>00:50:56:CO:00:08 172.17.158.189</td>
</tr>
</tbody>
</table>

**Actiivate**  **Cancel**

12. When you have entered the correct license details, you are prompted with "**Activation Successful**".

**Activation Successful**
13. You are then prompted to enter your Vision Talk user name:

![Vision Talk - User Name]

- The username is displayed as your identifier when you send and receive messages and Alerts. It is especially important that you check this if you share the workstation with other people.
- You can either:
  - Type in your preferred username, or
  - Revert to Windows username. The initial username for all Vision Talk users is set to the Windows username.
- Please note the following when entering a username:
  - You cannot have duplicate usernames. If the username already exists, you are prompted to change.
  - You cannot have a space in your username.
  - To delete a username select the name from the list and press the Delete key.

14. Click **Change** to update the username.

15. The Vision Talk Alerts and Conversation module icons are displayed on the screen:

![Panic Alert Icon and Conversation Icon]

16. The Vision Talk icons are always displayed on top of any open applications, including remote desktop applications eg VES, so that they can be easily accessed. You can also dock the icons to the side of the screen so that they are partially hidden, you can hover your mouse on the edge to bring the relevant icon back into full view.
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