



USING CHILD PIP VERSION 3.1 SOFTWARE

When you receive Child PIP version 3.1 software, you will fall into one of three categories:

1. You have never entered your Child PIP data into the software before, i.e. **a first-time user**
2. You have entered data into the Child PIP software long ago (version 2.0), i.e. **a version 2 user**
3. You have entered data into the Child PIP software more recently (version 3.0), i.e. **a version 3 user**

Please follow the following instructions carefully, depending on your category!

1. First-time user

- Install the version 3 software from the Child PIP CD, as described below
- Open the Child PIP v3.1 programme, select your hospital and add the required details
- Start entering data (and analysing)
- Enjoy!

2. Version 2 user

- Backup your database
- Create an export file and email this to Mark Patrick
- Use Windows 'Add/Remove Programmes' to remove version 2.0 from your computer. You will need to remove both the Child PIP programme, and the Microsoft SQL Server Desktop Engine
- Restart your computer
- Install version 3 software from the Child PIP CD, as described below
- Open the Child PIP v3.1 programme, select your hospital and add the required details
- When the main menu screen appears, immediately restore the database to your computer (select from the top toolbar: File, Restore Database). **Don't** enter data before you restore the database, as restoring your database overwrites all previously entered data! Child PIP v3.1 will then close
- Open Child PIP v3.1 again – you will need to select your hospital and enter your details again
- Continue entering data (and analysing)
- Enjoy!

3. Version 3 user

- Backup your database (just in case!)
- Run Service Pack 3 from the Child PIP CD
- Open Child PIP v3.1 and run all the updates after which the programme will close
- Open Child PIP v3.1 again and check that you are using the latest build
- Continue entering data (and analysing)
- Enjoy!



INSTALLING CHILD PIP v3.1 SOFTWARE

The software requirement for Child PIP v3.1 is Windows XP, Windows Vista or Windows 7 (32 or 64 bit).

NB. Before installing the software, **DISABLE YOUR ANTIVIRUS PROGRAMME**, as this sometimes interferes with the installation process. Remember to reactivate the anti-virus software after Child PIP v3.1 is installed!

The software installation will usually auto-run when you insert the installation CD, or you can copy the setup.exe file to your hard drive, and double-click it from there. Once the installation is complete you can run Child PIP v3.1 from the icon on your desktop.

Installation Step-by-Step Instructions

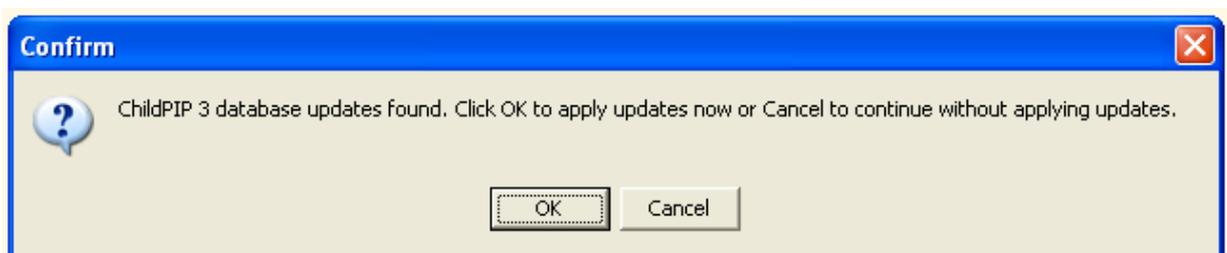
- 1) Insert the CD into your computer and once the Child PIP home page appears on your screen navigate to the SOFTWARE section.
- 2) Double-click on the CHILD PIP v3 SETUP link to start the installation.
- 3) Click RUN to begin the installation process. The installation process will produce a few windows but should run to completion with minimal further input from you.
N.B. This process can take up to 15 minutes to complete so please be patient!!
- 4) Once the installation process is complete, an icon will be placed on your desktop.



Note for Vista users: Vista has a tighter security model that requires you to confirm that you want to execute newly installed programmes. You must click CONFIRM when Vista requests you to do this.

Starting the programme for the FIRST time

- 1) Windows XP users start the programme by double clicking on the ChildPIP3 icon. Windows 7 and VISTA users must right-click on the ChildPIP3 icon and select RUN AS ADMINISTRATOR from the popup menu that appears. If you cannot get into the programme, run the installation again.
- 2) When the programme runs for the first time several black windows will pop up in succession as the programme prepares the database for use. This may take 1-2 minutes.
- 3) Child PIP v3.1 then checks to see if there are any updates that need to be applied before you start. You will see a prompt that looks like this:



Click OK to load these updates. And then confirm that you will close the programme.



- 4) You should then DOUBLE-CLICK the ChildPIP3 icon and the programme will now load normally and request you to SELECT YOUR HOSPITAL from the list at the bottom of the following screen:



- 5) Different South African users should proceed as follows:
- Standard users in South Africa should select the hospital from the drop down list at the bottom of the screen and click the green tick.
N.B. This list contains every hospital that is on the official DHIS list but it may be recorded with an unfamiliar name if it has had a recent name change. YOU MUST FIND YOUR HOSPITAL ON THIS LIST.
 - District Co-ordinators should select the first option on the drop down list. (DISTRICT OR NATIONAL COORDINATOR). You can add the set of hospitals you are tracking at a later stage.
- 6) Enter your WARD details, POPULATION SERVED and REFERRAL LEVEL. These are required fields that must be filled in with correct data before proceeding.
- 7) You will then be asked to add a password (use 'chip' in lower case)
- 8) The final step to getting started is to enter the password you just chose in the login window:



Starting the programme on subsequent occasions

- 1) Simply double click the ChildPIP3 icon
- 2) Confirm you want to continue
- 3) Enter your password ('chip')
- 4) The main Child PIP v3.1 screen will open