

Installing Oracle Calendar 10X - Windows

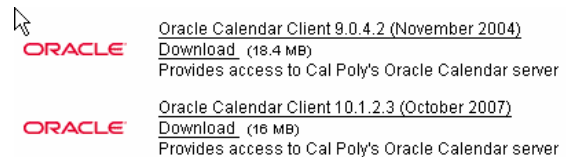
These are the instructions for installing the Oracle Calendar 10 desktop client.

To install Oracle Calendar version 10, you will need to install Oracle Calendar version 9 first. Even if you have Oracle Calendar 9 running on your workstation, you will need to reinstall Oracle Calendar 9 before you can install Oracle Calendar 10.

The Oracle Calendar 9 client will work with the 10g servers; however, you will not be able to take advantage of the improvements the new version has to offer.

Downloading the Oracle Calendar install programs

- 1) Log into the My Cal Poly Portal (<http://my.calpoly.edu>).
- 2) Go to the Technology Tab.
- 3) In the Software Download Channel click the Windows link.
- 4) Download the two calendar client install programs, **cal_win_9042.exe** and **cal_win_10123.exe** files.



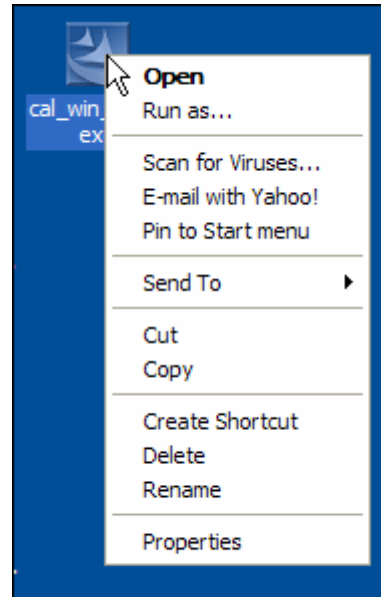
Installing Oracle Calendar version 9

- 1) Double-click the **cal_win_9042.exe** file to start the installation.
- 2) Follow all of the on screen prompts for an easy installation.

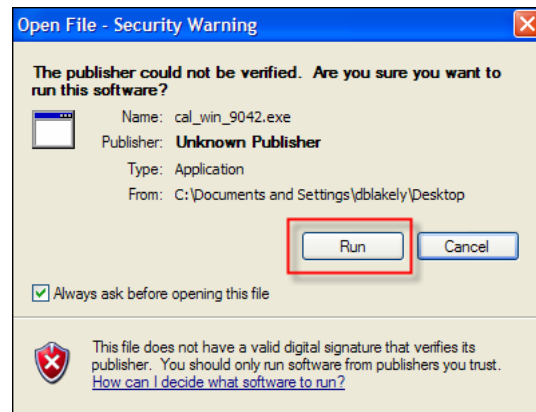


If you are on an Active Directory computer you will have to use the run as command to install this application.

- 3) Right click the icon.
- 4) Choose **Run as...**



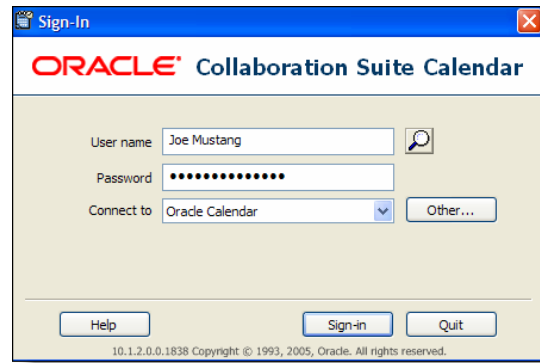
- 5) Click **Run**, then follow the on screen prompts to install Oracle Calendar 9.



After you have successfully installed Oracle Calendar 9, then you will install Oracle Calendar 10.

- 6) Double-click the **cal_win_10123.exe** file.
- 7) If you are using an Active Directory computer, remember to use the **Run As...** command as described above.
- 8) Follow all of the on-screen prompts.

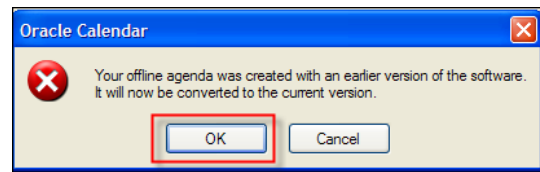
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- 9) Log into Oracle Calendar 10.
 - 10) You should be able to use any shortcuts to the program on your computer. The shortcuts will work, but they might still have the earlier version number associated with them.



The first time you log into the new client you may get this screen.

- 11) Click **OK**.

**Note:* If you do not have an offline agenda, you will not get this dialog box.



For information about what is new in this version of Oracle Calendar:

- 12) Log into Oracle Calendar 10.
- 13) On the Main Menu, go to **Help > Contents > What's new?**
- 14) **Optional:* If things are working correctly, delete **cal_win_9042.exe** and the **cal_win_10123.exe** from your desktop. These files are no longer necessary.

For additional help, contact the ITS Service Desk at 756-7000.