

## TIPS Carlson Software 2020 Installation Instructions

### Getting Started

- All TIPS users must install the latest K2Client (KeyClient) on their machine prior to installing new software versions. This is a requirement of the TIPS program to allow for adequate collection of license and server usage statistics. The latest KeyClient is available on the TIPS website <https://www.tips.osmre.gov/software/downloads.shtm>.
- Before starting the installation process, you will need the following:
  - Download Carlson 2020 from the Carlson website at <http://update.carlsonsw.com/updates.php>.
  - Serial number and environment variable information provided with the TIPS CAD software distribution (obtained from your TIPS Service Manager).
  - **Administrator credentials are required for program installation.**
  - Though the vendor reports that it is not required, we recommend that the end user also have administrator credentials for the software to function most efficiently.
  - **For Carlson, you MUST install a base-AutoCAD product and initialize it prior to installation. OSMRE provides the AutoCAD Map 3D program as a base AutoCAD program. (Note that Carlson can also be installed with IntelliCAD as a base program, but TIPS does not test that installation.)**
  - TIPS recommends that all antivirus services be disabled during installation.

### General Overview

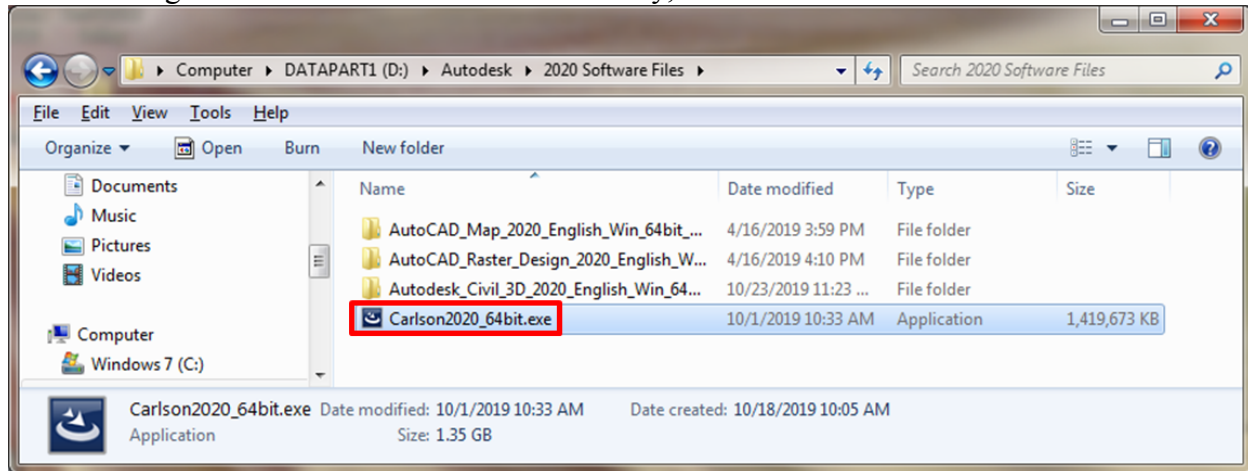
In order to properly install Carlson Software 2020, you must do the following:

1. Install and launch the AutoCAD Map software prior to installing the Carlson product. If Raster Design will be loaded on the user machine, it is also recommended that it be installed and run once prior to installing Carlson 2020.
  2. Use the instructions below to install Carlson Software 2020. These instructions are based on installation onto Autodesk AutoCAD Map 2020 but can also be applied to installation on previous versions of AutoCAD or AutoCAD Map.
  3. Ensure that the Microsoft Windows environment variable LSHOST and the HOSTS file are set according to the documentation provided in the TIPS software distribution letter. Note that if a previous version of TIPS Carlson Software was installed, the required settings will have already been applied (see page 17 for details on accessing the environment variable).
  4. Have the end user log-in and open Carlson in order to complete registration and automatically check for current updates; note that if updates are available, administrator credentials will be required to install them.
  5. After registration and update process is completed, follow the detailed instructions to set the default 'AutoCAD Map Classic' menu, and restore the 'Express' and 'Raster' menu dropdowns if necessary (see instructions on pages 15-16).
- If you have any questions or difficulties, contact Stefanie Self at (412) 937-2105 or [SSELF@OSMRE.GOV](mailto:SSELF@OSMRE.GOV).

- Additional information (e.g., most recent installation instructions and installation FAQs) is available on the TIPS webpage  
<https://www.tips.osmre.gov/software/CADSupportTeam.shtm>.

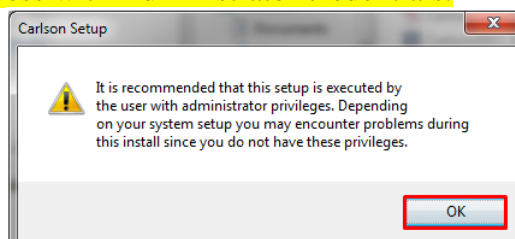
### Initialize Carlson 2020 Installation

- **You must have Administrator credentials to perform the installation (i.e., you must be logged-in as an administrator); alternately, you may use the ‘right click/ “Run as Administrator”’ option on the installation file.**
- Navigate to the ‘Carlson 2020’ subdirectory, and double-click on the installation file.

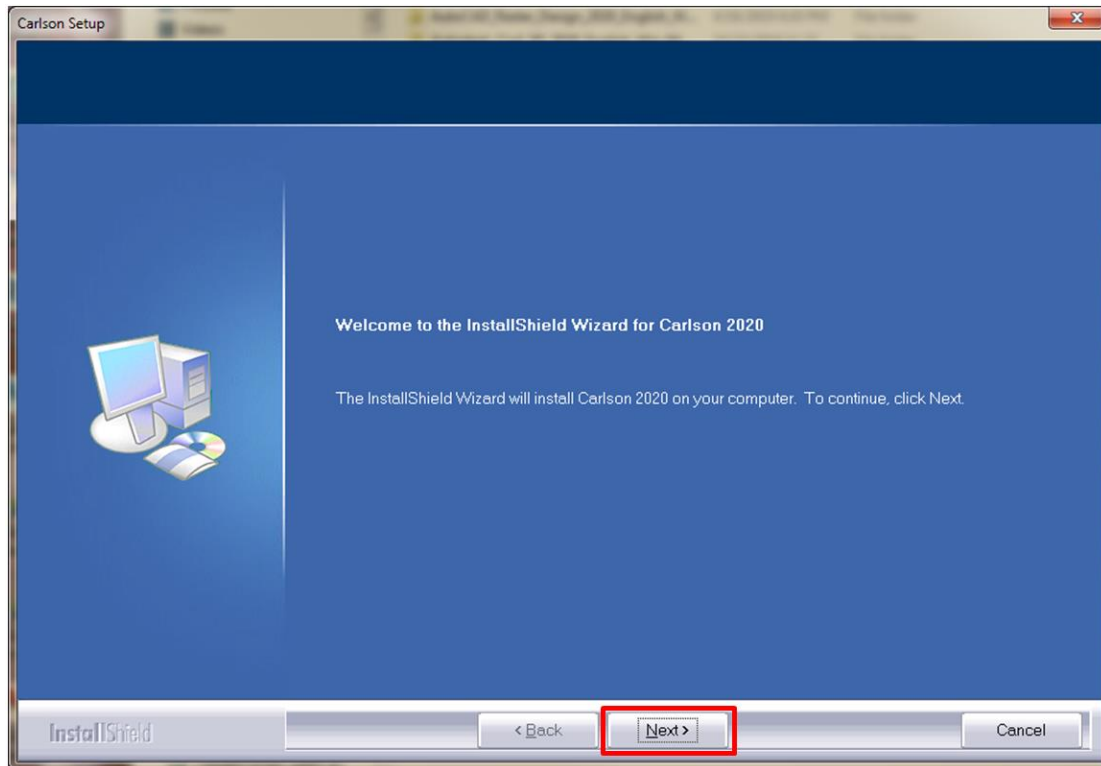


or

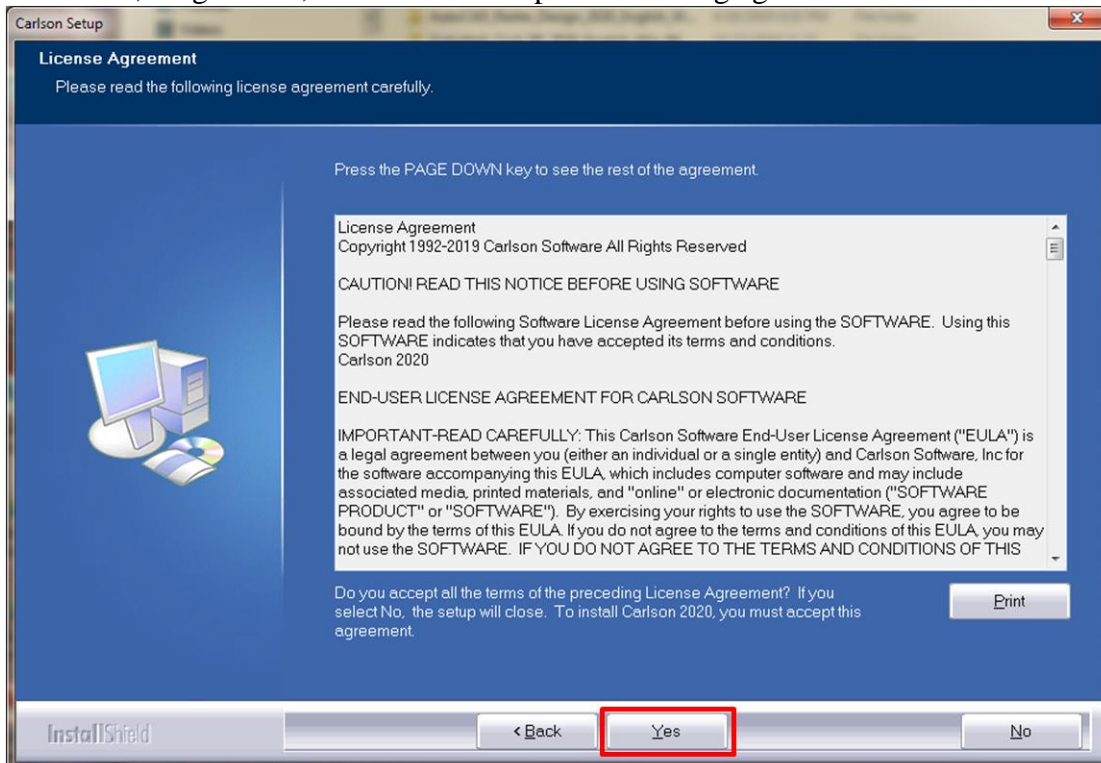
- If you obtained the software via download, navigate to the location where the full version EXE file was saved and double-click on the file to initialize the installation program.
- The Carlson 2020 installation process will initialize (may take 1 minute+)...
- **Note: If you did not initialize the installation with administrator credentials, you will get a warning screen; DO NOT CONTINUE INSTALLATION WITHOUT ADMINISTRATOR CREDENTIALS. Click OK and then CANCEL the setup; restart the setup process with Administrator credentials.**



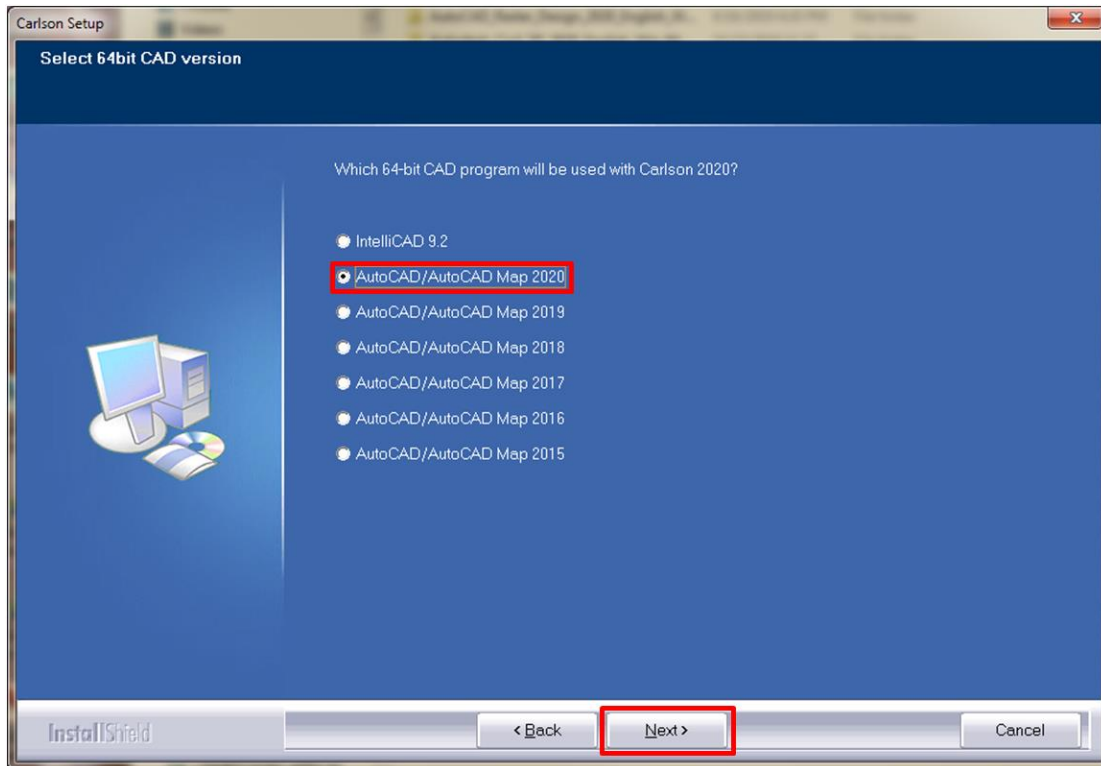
- ... Installation continued with administrator credentials...
- Click **Yes** on the User Account Control window to allow the program to make changes (i.e., install / copy the necessary Carlson 2020 files.).
- Click **Next** to continue with the installation.



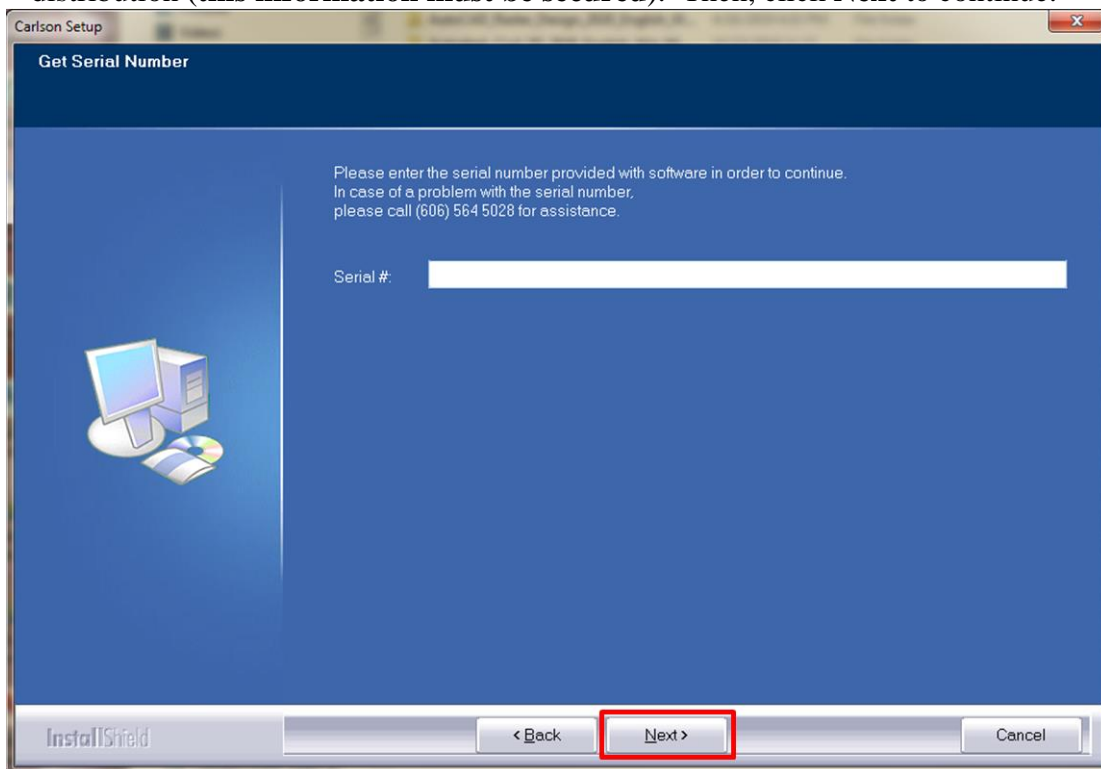
- Review and, if agreeable, click **Yes** to accept the licensing agreement.



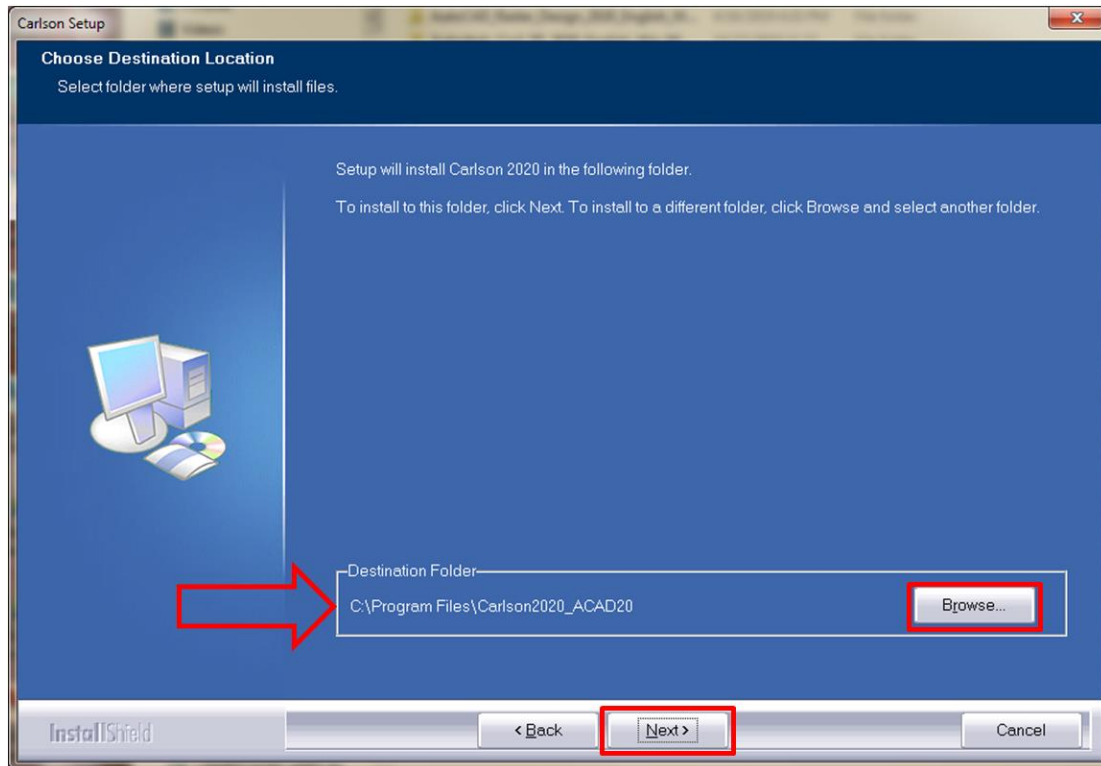
- Select the version of CAD software that you want to use with Carlson 2020 (in this case, click on the circle next to **AutoCAD / AutoCAD Map 2020**).
- Click **Next** to continue.



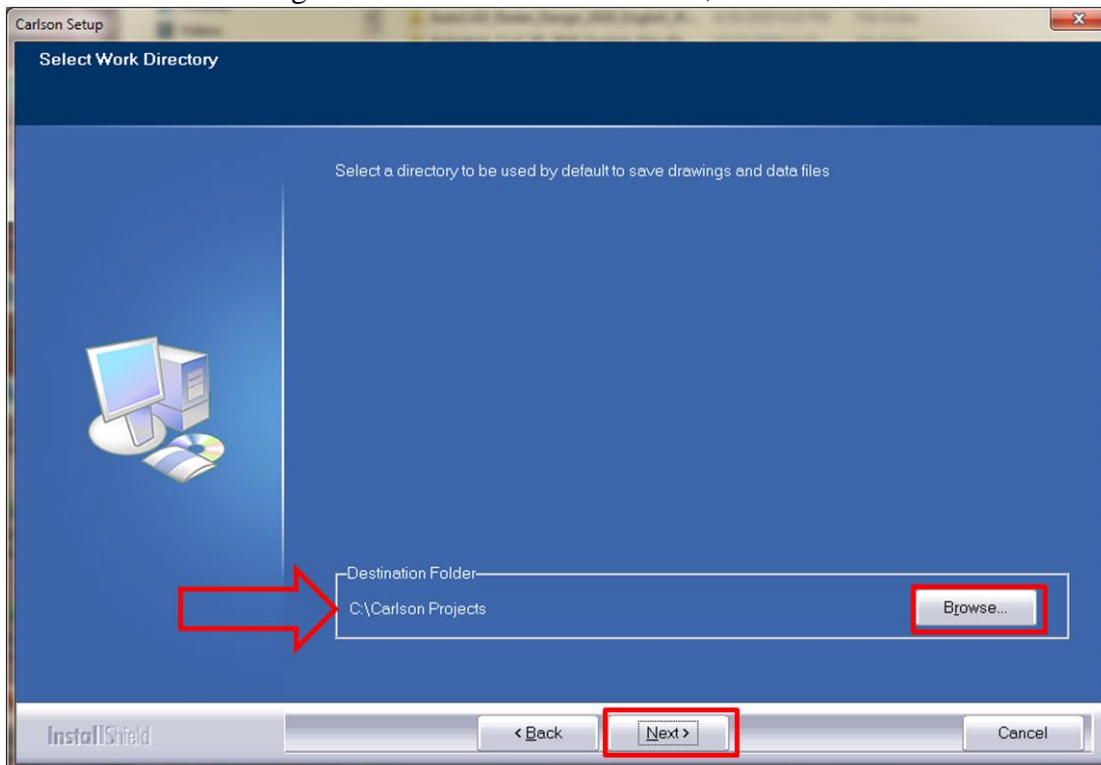
- Enter the **Serial number** provided in the letter that accompanied the TIPS software distribution (**this information must be secured**). Then, click **Next** to continue.



- Verify the install path. The default 'C:\Program Files\Carlson2020\_ACAD19' is recommended.
- Use **Browse** to change the default location if desired, then click **Next** to continue.

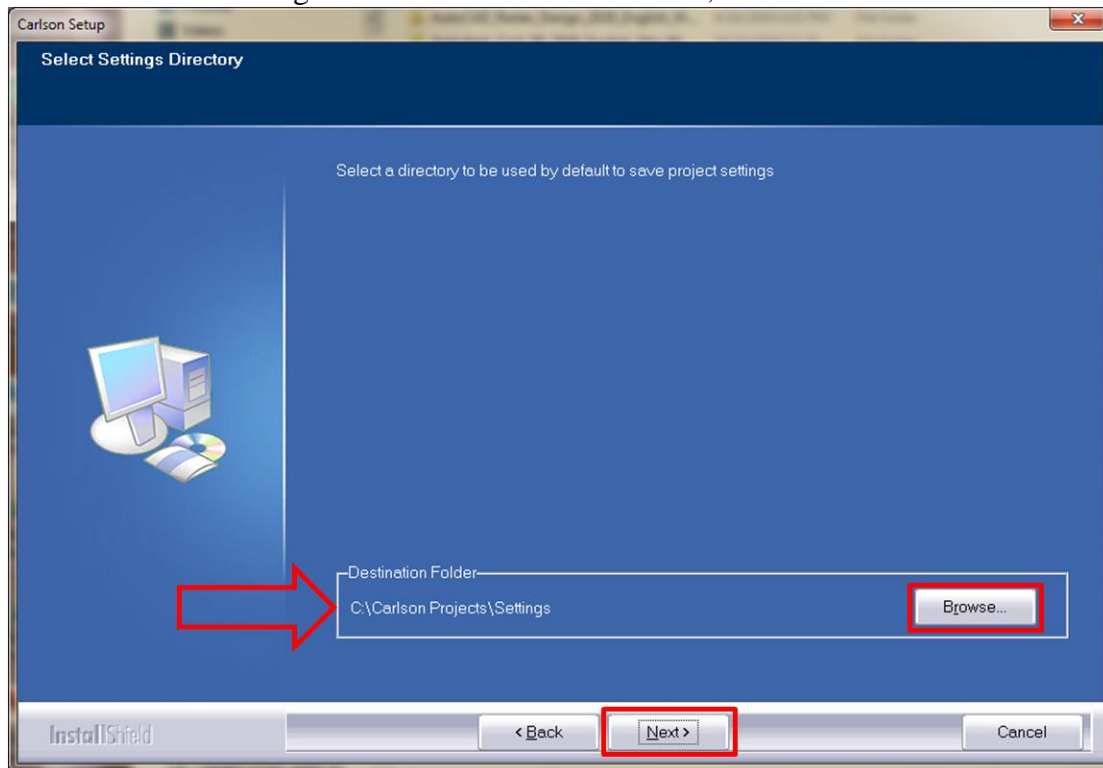


- Verify the Carlson work directory. This is where the program will store drawing and data files by default. The default 'C:\Carlson Projects' is acceptable.
- Use **Browse** to change the default location if desired, then click **Next** to continue.

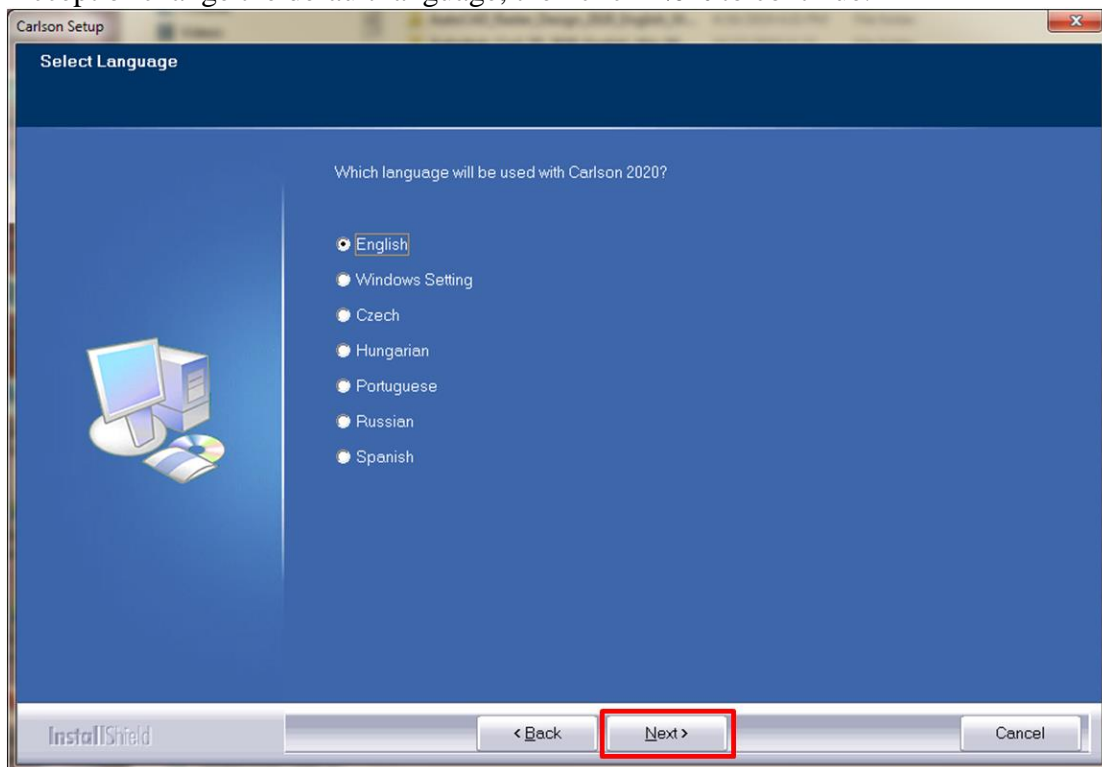


- Verify the project settings directory. The default 'C:\Carlson Projects\Settings' is recommended.

- Use **Browse** to change the default location if desired, then click **Next** to continue.



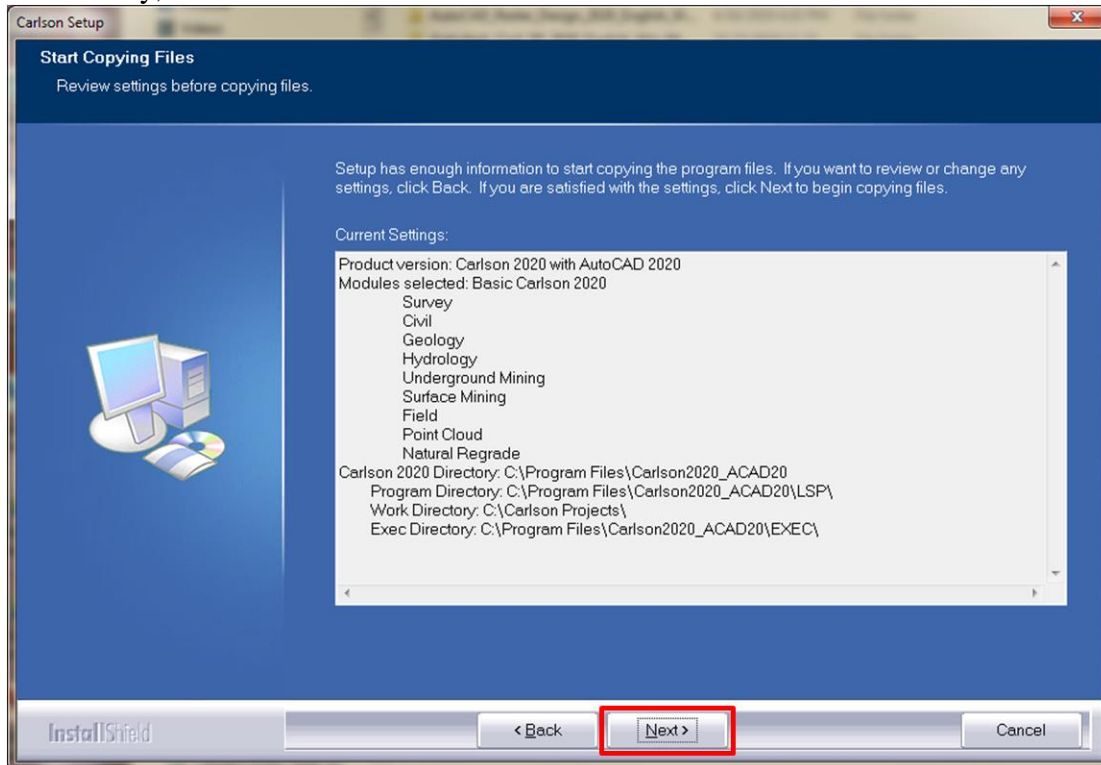
- Accept or change the default language, then click **Next** to continue.



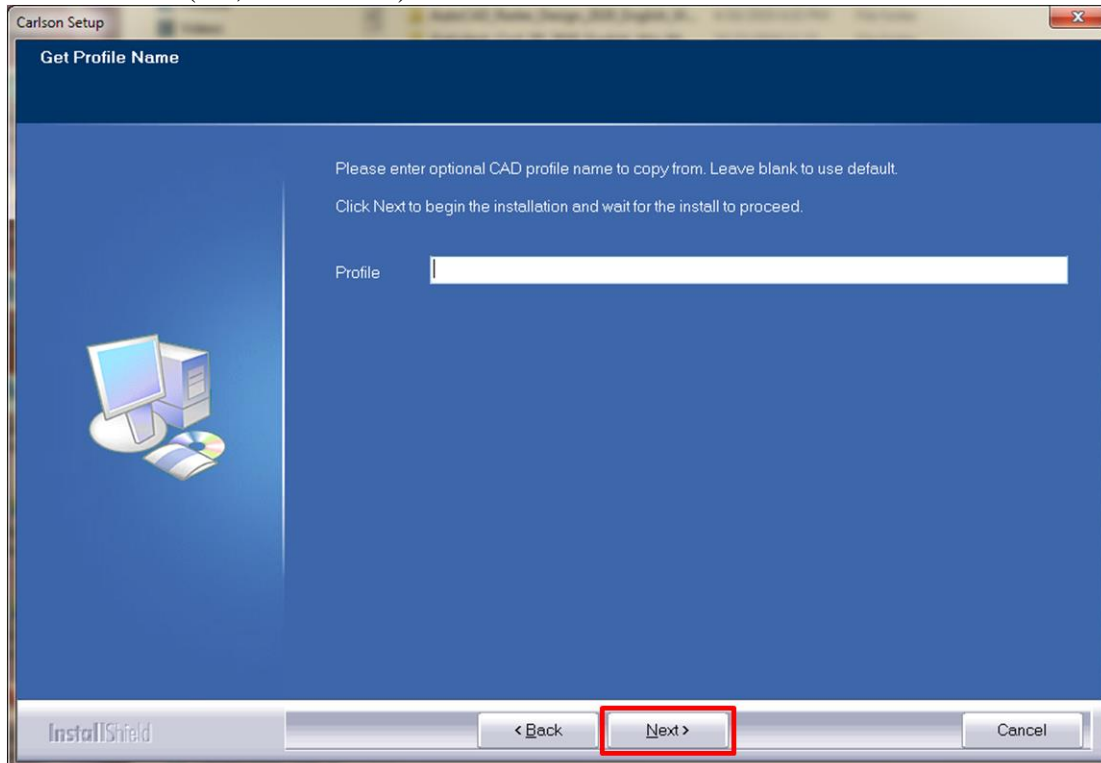
- Review the information in this dialog box to ensure that all settings are as desired.



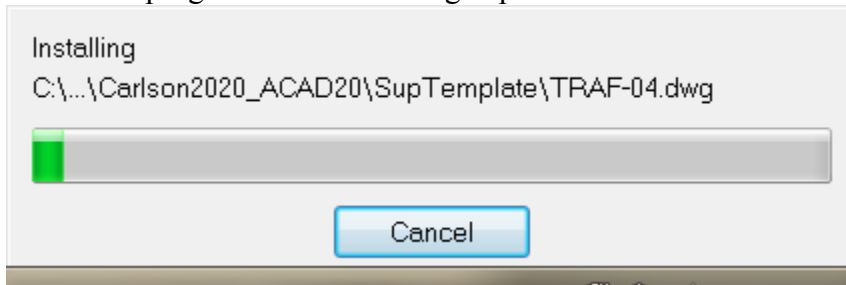
- If changes are needed, click **Back** to revert to the appropriate screen(s) and revise as necessary, and then click **Next** to continue.



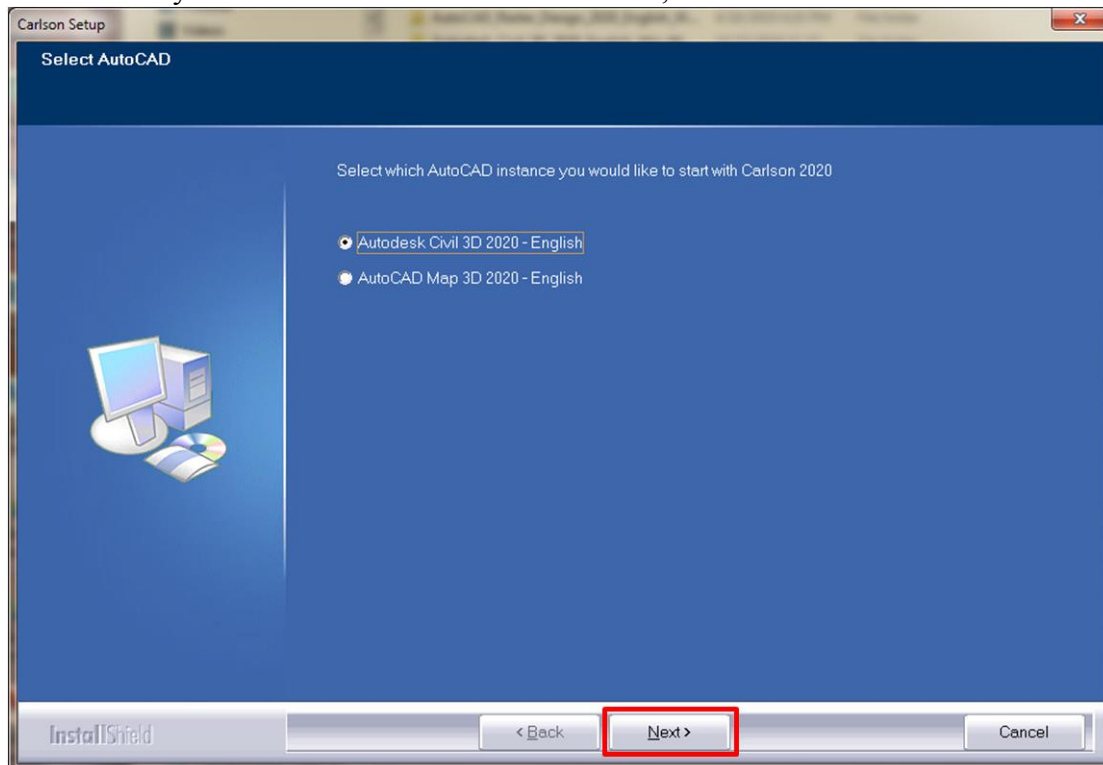
- If you are doing an installation on a fresh machine, you'll be prompted to enter an optional CAD profile if the user or your office has specified one.
- The default (i.e., leave blank) is recommended.



- Click **Next** to continue.
- The installation will progress with files being copied...

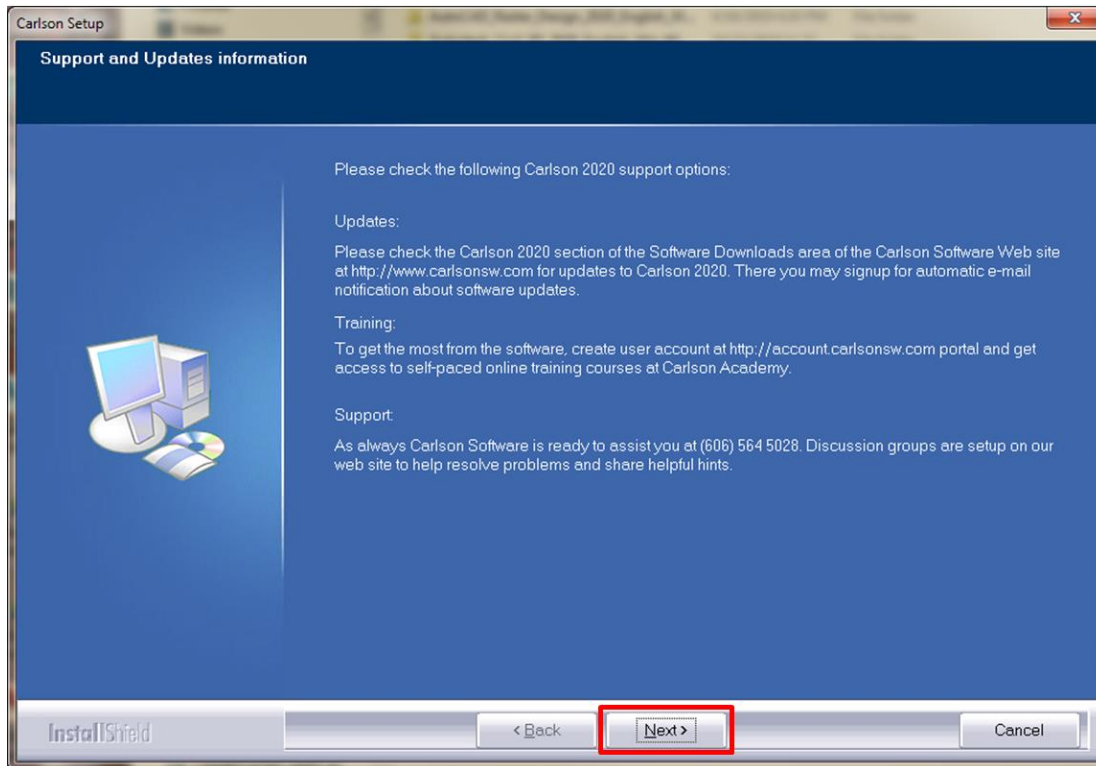


- When installation is complete, you will be prompted to choose which version of AutoCAD you'd like to run with Carlson. Select, and choose Next.

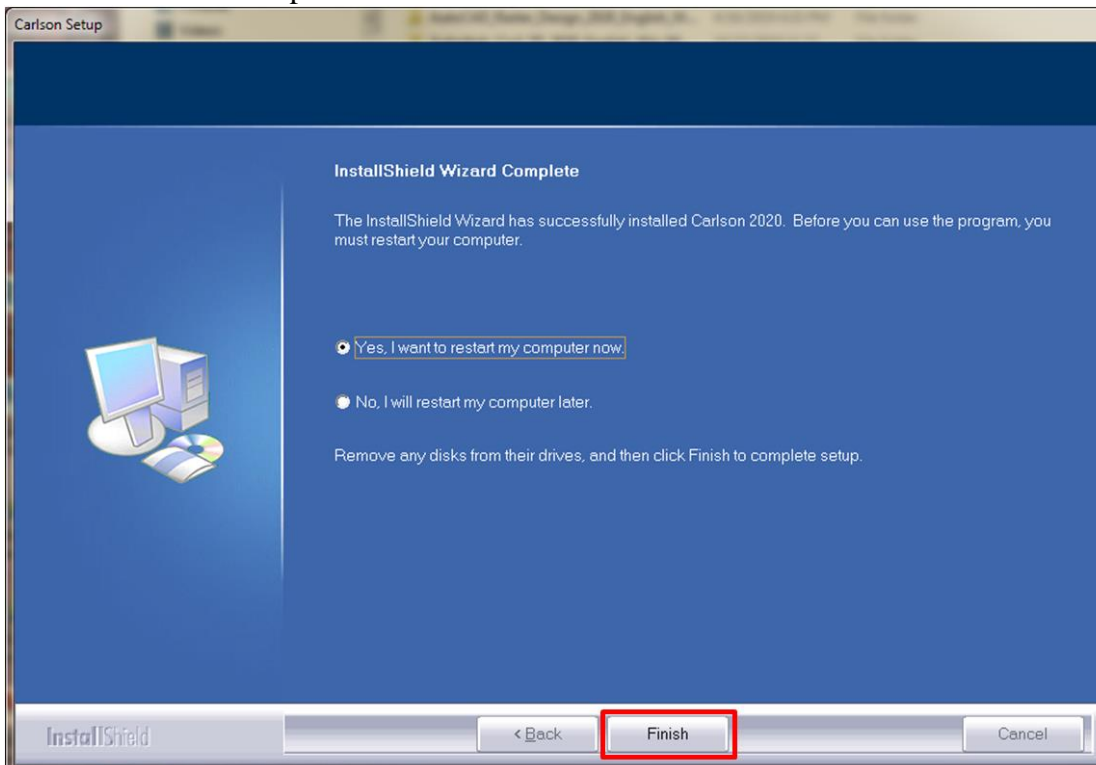


- 'Support and Updates information' will be displayed. Click **Next** to continue.





- Click **Finish** to complete the Carlson software installation.

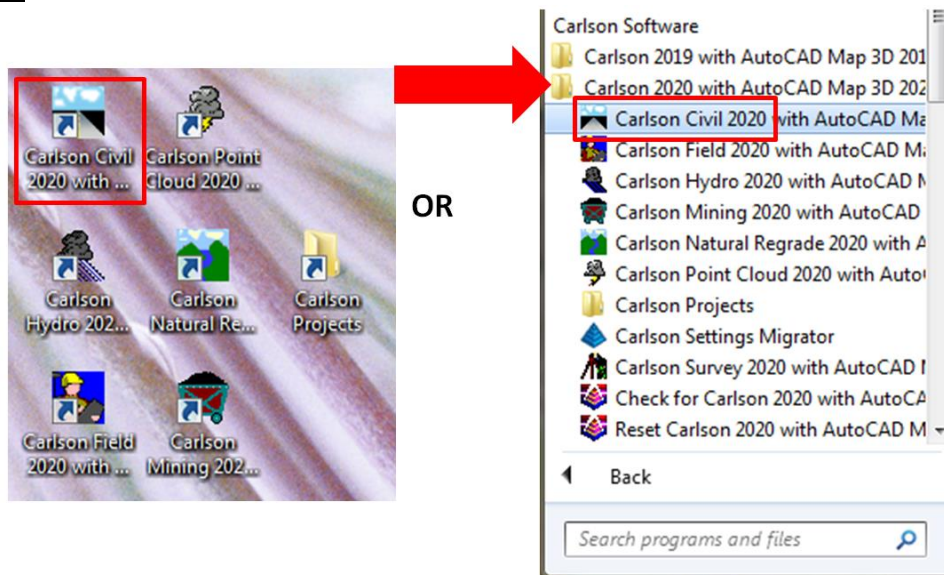


- **Note: RUN the program as administrator before leaving the software for the user to run. This will ensure that all registry keys and settings are successfully set for all users on the machine.**

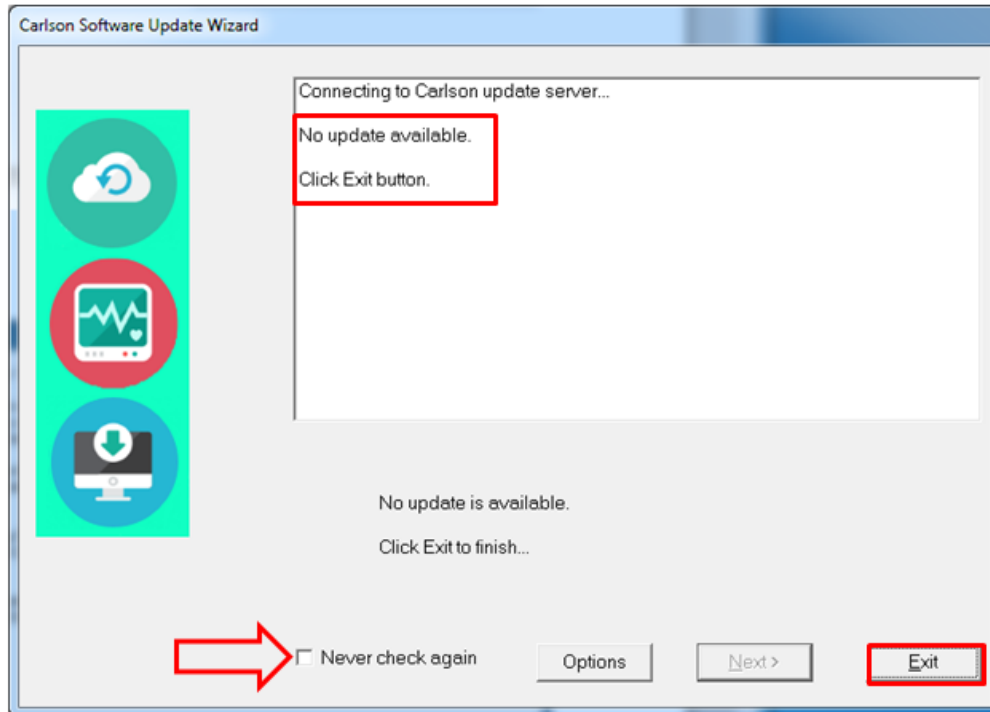
### Launch Carlson 2020 as the End User and Set Program Defaults

- Note: Before launching Carlson Software 2020, you must set the Microsoft Windows environment variable LSHOST and the HOSTS file according to information provided in the TIPS software distribution letter. If a previous version of TIPS Carlson software was installed, the required settings will have already been applied. (See page 17 for details on accessing the environment variable.)
- Have the end user log-in and launch Carlson Software 2020 from one of the Carlson desktop shortcuts or from the Microsoft Windows Start Menu.

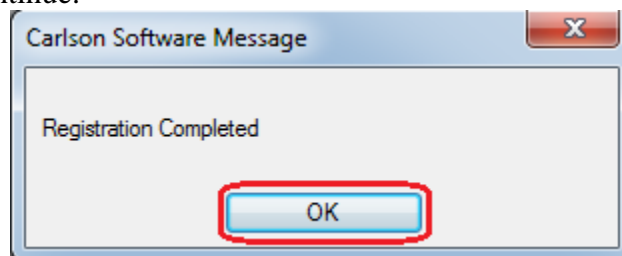
**Note:** It is **HIGHLY** recommended that you initialize the software using the Civil (road) or Survey (surveyor) modules. These are the modules with the highest number of OSMRE network licenses. This will ensure the smoothest operation of the software for users.



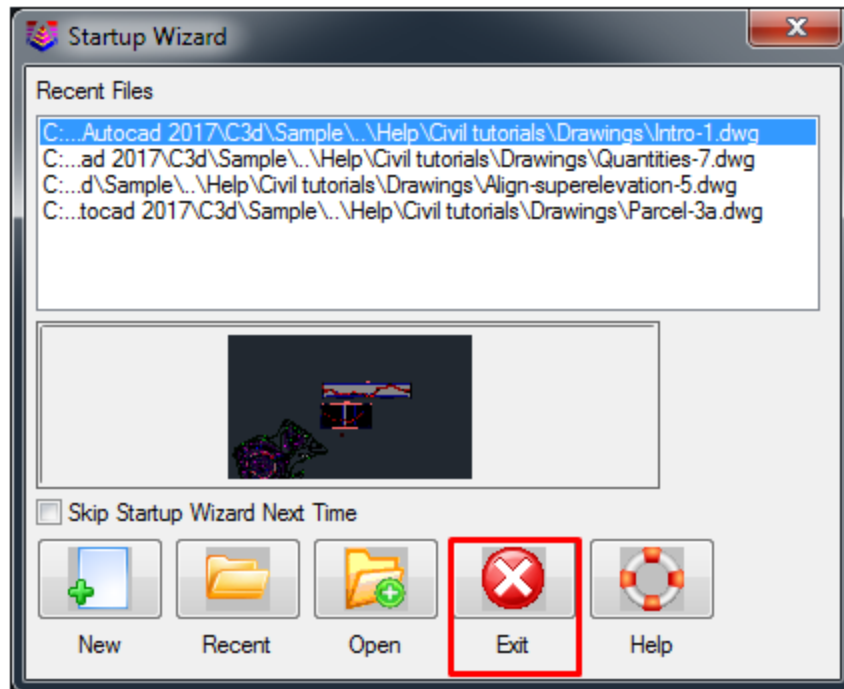
- The program will automatically check for main program updates upon the first run and thereafter when the program is run (via internet connection).
- If updates are identified during this process, it is recommended that they be downloaded and installed to ensure that the most current features are available to users. Simply follow the screen instructions to accomplish this; note that if the user does not have Administrator credentials, the program will prompt for entry.
- If users do not have Administrator credentials, consider selecting the box next to 'Never check again' as non-Administrators would not be able to install future updates identified by the program.
- If no updates are available (as shown below), click **Exit**.



- AutoCAD Map 2020 / Carlson Software 2020 will proceed to open.
- **Note that if the AutoCAD Map ‘Select Your Default Workspace’ screen appears, select any workspace to continue...**
- Likewise, if any other windows appear (e.g., ‘Autodesk Customer Involvement Program’ or ‘Lighting – Non-photometric lights’), select acceptable response(s) and continue...
- The Carlson registration process will complete (*Note: be patient as this may take a few minutes; if you “inadvertently” click the program window before registration is completed, the ‘Carlson Software Message’ window may be hidden behind the other open program windows.*).
- Click **OK** to continue.



- The Carlson 2020 ‘Startup Wizard’ window will open as a default (*note that if you “inadvertently” click the program window before the ‘Startup Wizard’ initiates, the window may be hidden behind the other open program windows.*).
- Click **Exit** to close the window and continue the software start-up.
- Note: The ‘Startup Wizard’ will not appear if the user had previously altered this setting and the installation included copying the settings.



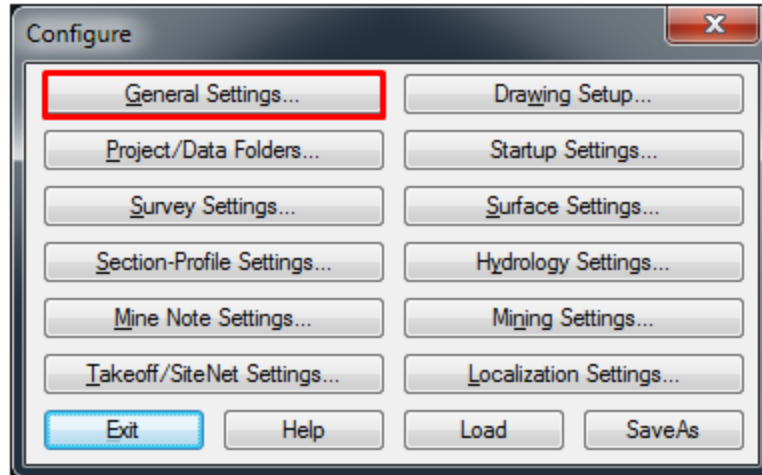
- Carlson 2020 will proceed to open.

### Set 'AutoCAD Map Classic' Menu:

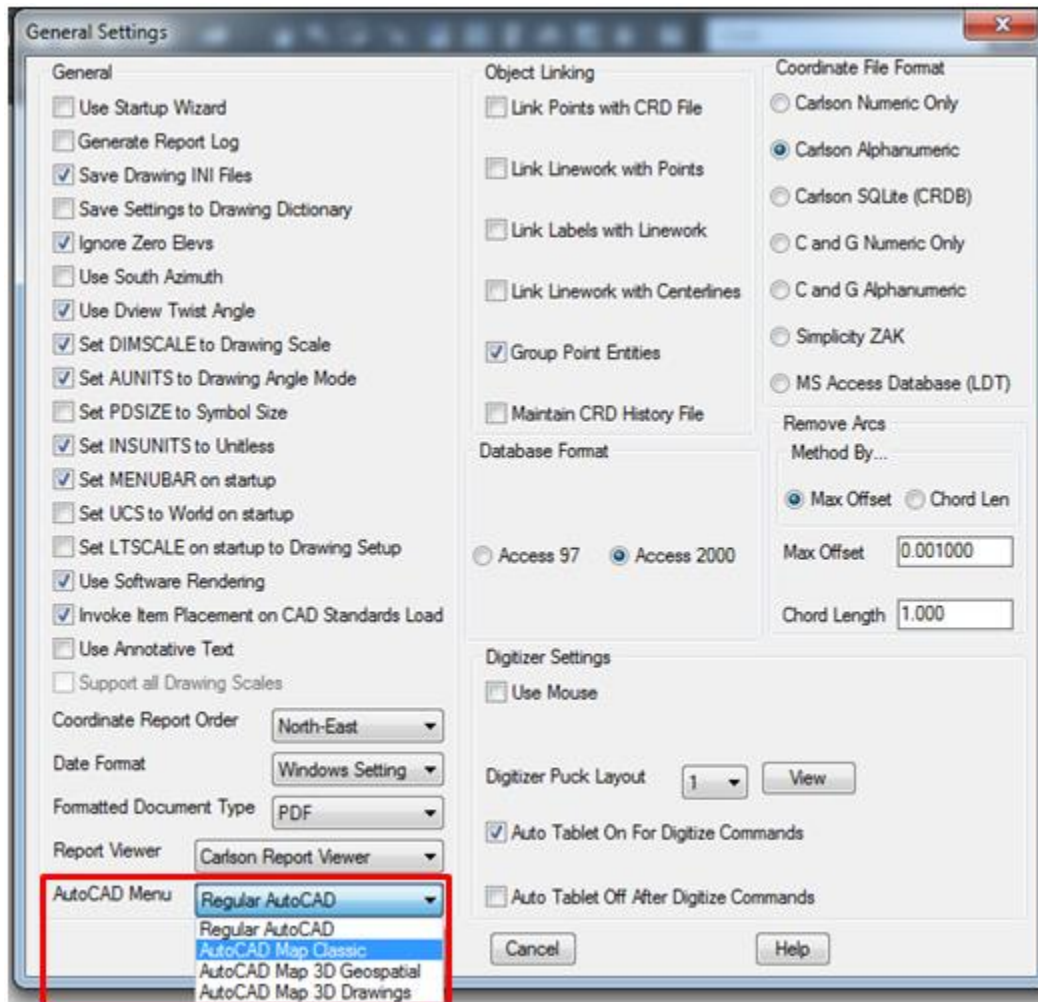
- Set / verify that Carlson 2020 is set to open to the 'AutoCAD Map Classic' menu.
- Select the 'Settings' menu dropdown and click on **Carlson Configure...**



- Click **General Settings...**

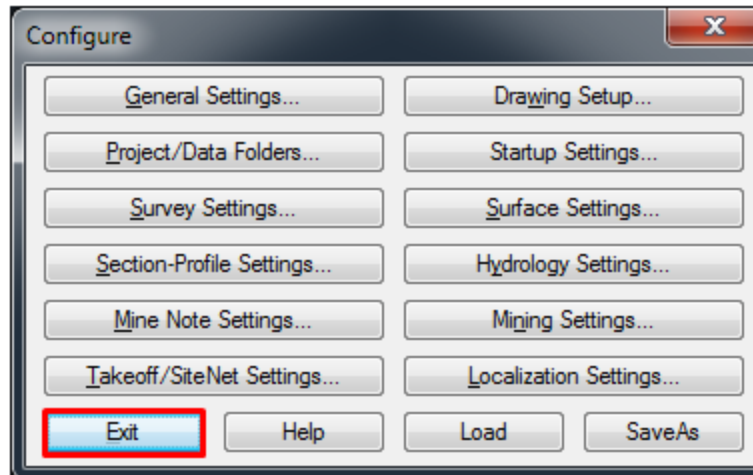


- Verify / select **AutoCAD Map Classic** as the setting for 'AutoCAD Menu.'
- Click **OK** to continue.



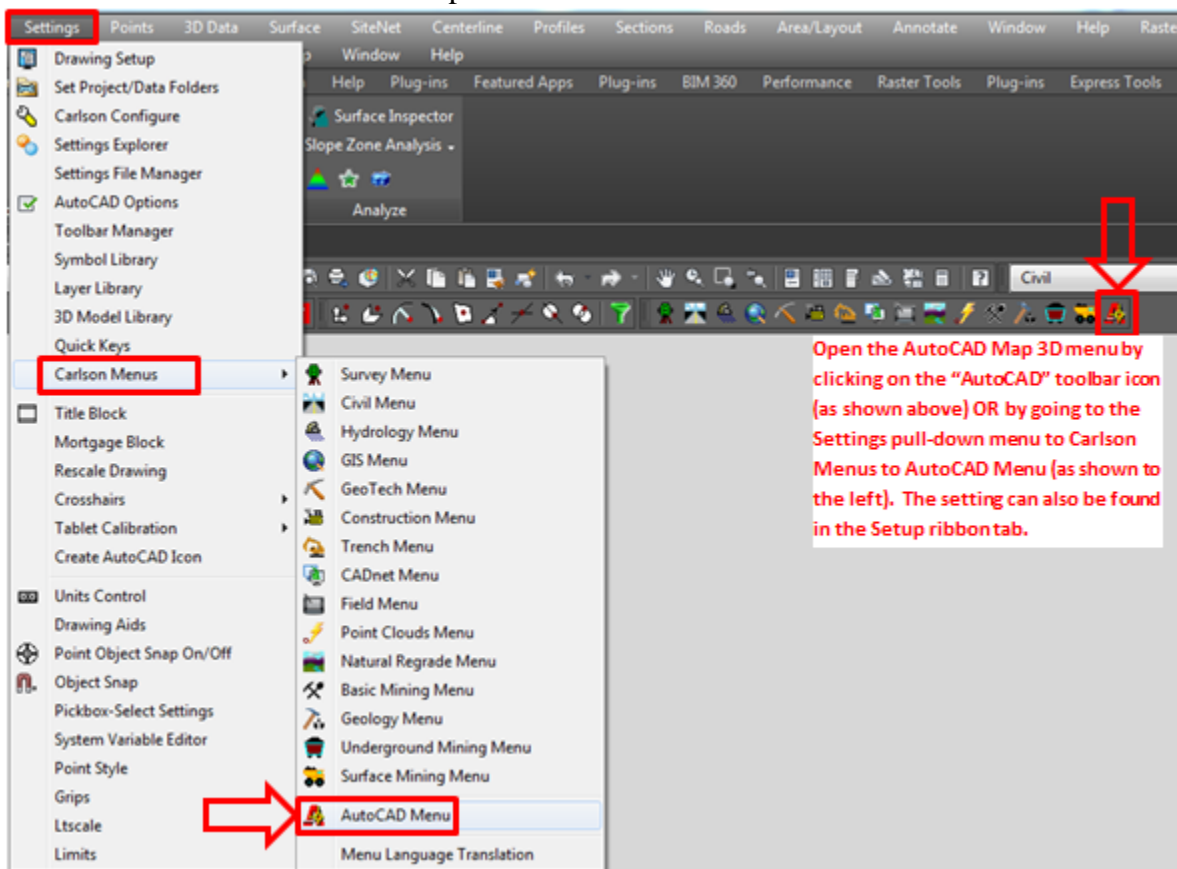
- Click **Exit** to close Carlson 2020 configuration.





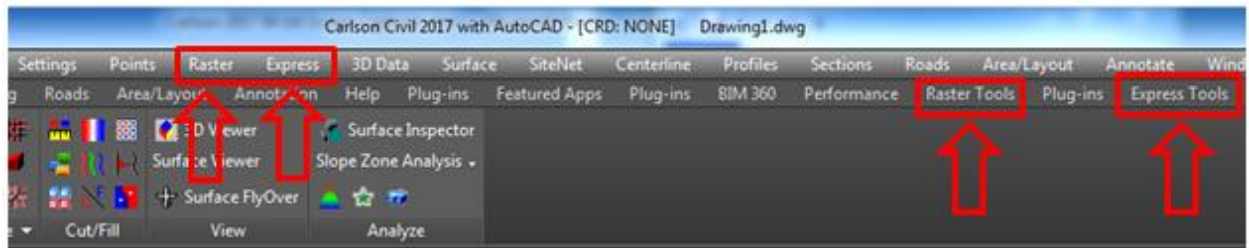
## Restore AutoCAD Map Express Tools and / or Raster Design Menus

- Launching Carlson 2020 may result in missing 'Express' (i.e., Express Tools) and 'Raster' (i.e., Raster Design) dropdown menus [The 'Raster' menu is only applicable if Raster Design has been installed].
- Once the menus are restored per the steps below, the settings will be preserved. The menus will be included no matter what program shortcuts or 'Start' menu item is used to open AutoCAD Map / Carlson 2020.
- Change to the AutoCAD Map "Classic" menu by clicking on the 'AutoCAD' toolbar icon or 'AutoCAD Menu' dropdown.



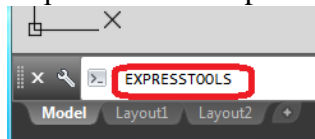


- Note the resulting 'AutoCAD Map Classic' menu list.
- If 'Express' and 'Raster' are not included as menu dropdowns, they must be restored (Carlson 2020 menus should normally include the 'Raster' menu and so it may not need to be restored.).
- Note: The 'Express' and 'Raster' menus and/or ribbon tabs may not appear in the same position or order as shown in the screen capture below.



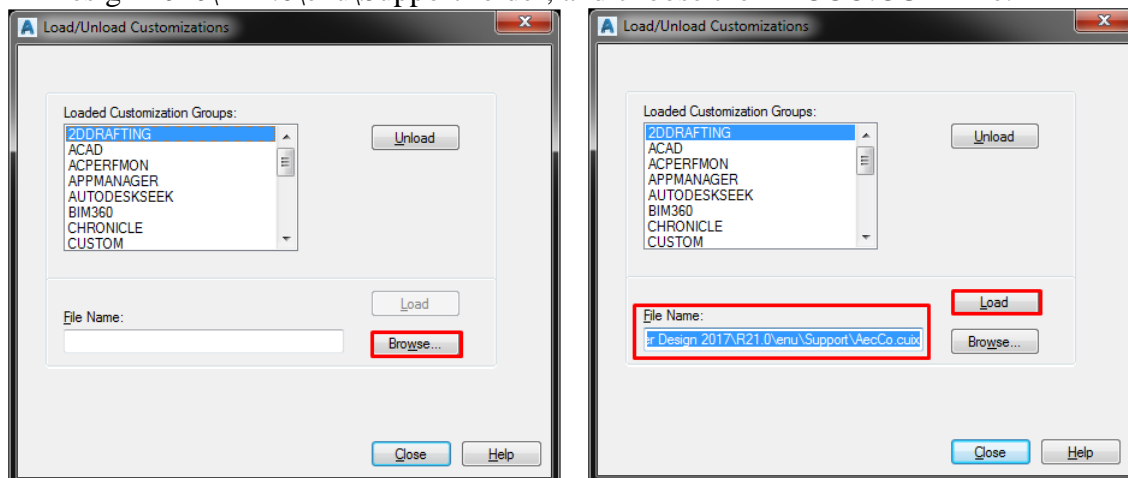
### 'Express' Menu:

- To restore the 'Express' menu, simply enter '**expresstools**' on the program command line and press '**Enter**' (i.e., type 'expresstools' and press the enter/return key.).

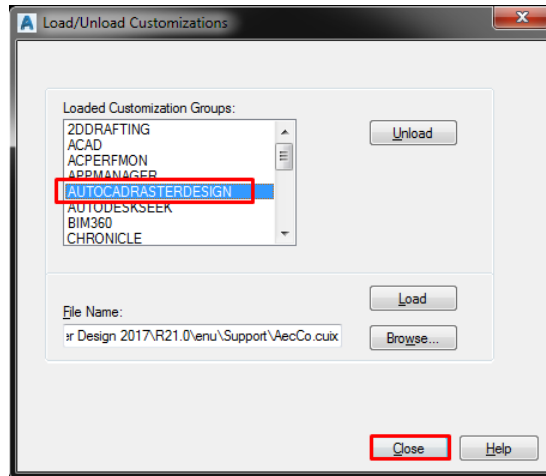


### 'Raster' Menu:

- To load, type in CUILOAD in the command line. Use the Browse... button and navigate to the C:\Users\ADMIN USER NAME\AppData\Roaming\Autodesk\AutoCAD Raster Design 2020\R21.0\enu\Support folder, and choose the AECCO.CUIX file.



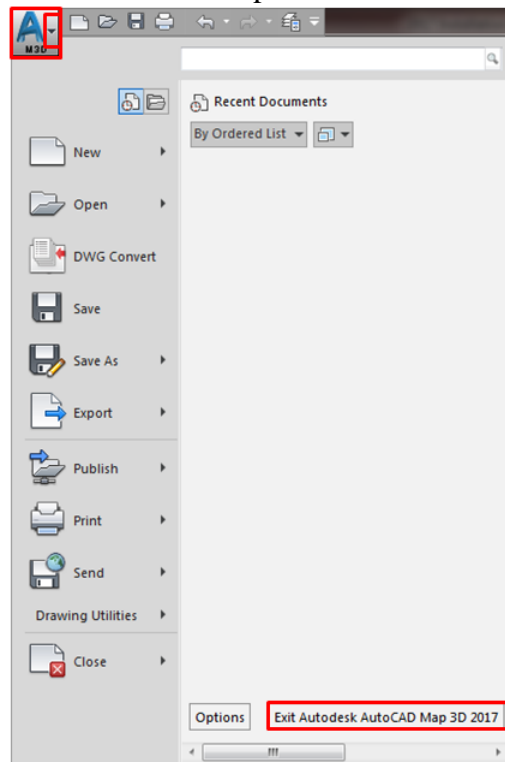
- Once the file name appears in the box, hit the Load button. Note that AUTOCADRASTERDESIGN will appear in the Loaded Customization Groups section. Then hit Close.



- Note that the Raster Tools tab of the ribbon now appears. Instructions can also be found here: <https://knowledge.autodesk.com/support/autocad-raster-design/troubleshooting/caas/sfdarticles/sfdarticles/AutoCAD-Raster-Design-tools-are-not-displayed-on-the-ribbon.html>

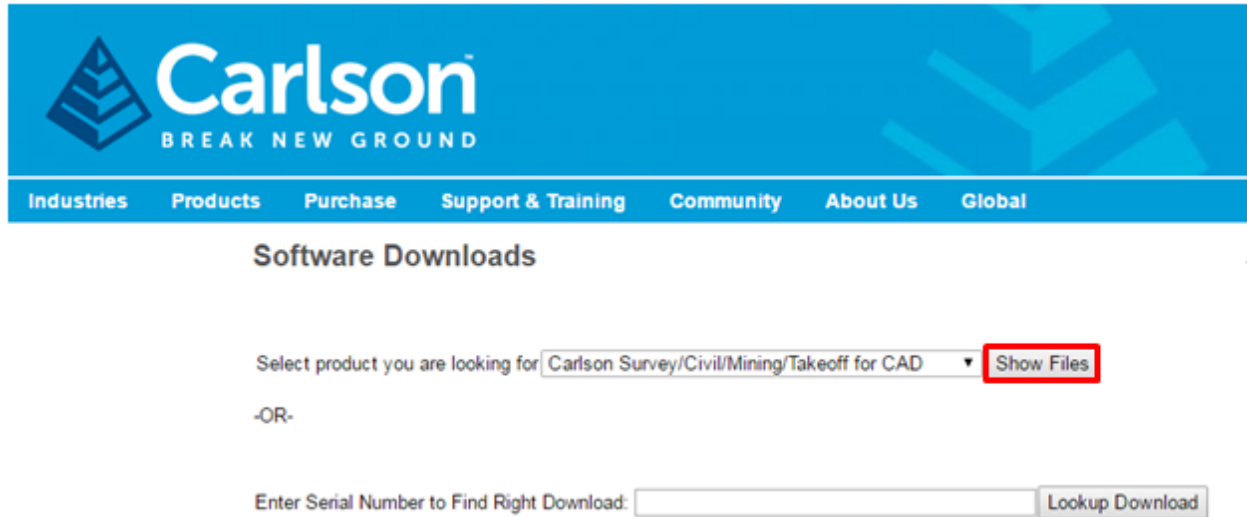
### Exiting Program:

- Go to the AutoCAD Map icon dropdown and click **Exit Autodesk AutoCAD Map 3D 2020** to close the program (Click **No** when prompted to save the drawing file).
- This completes installation and initial setup of Carlson Software 2020.



### **Latest Program Version / Updates**

- The latest program full version and updates / patches can be accessed / downloaded at any time by visiting <http://update.carlsonsw.com/updates.php>; click **Show Files** to access the list of latest available update file(s).



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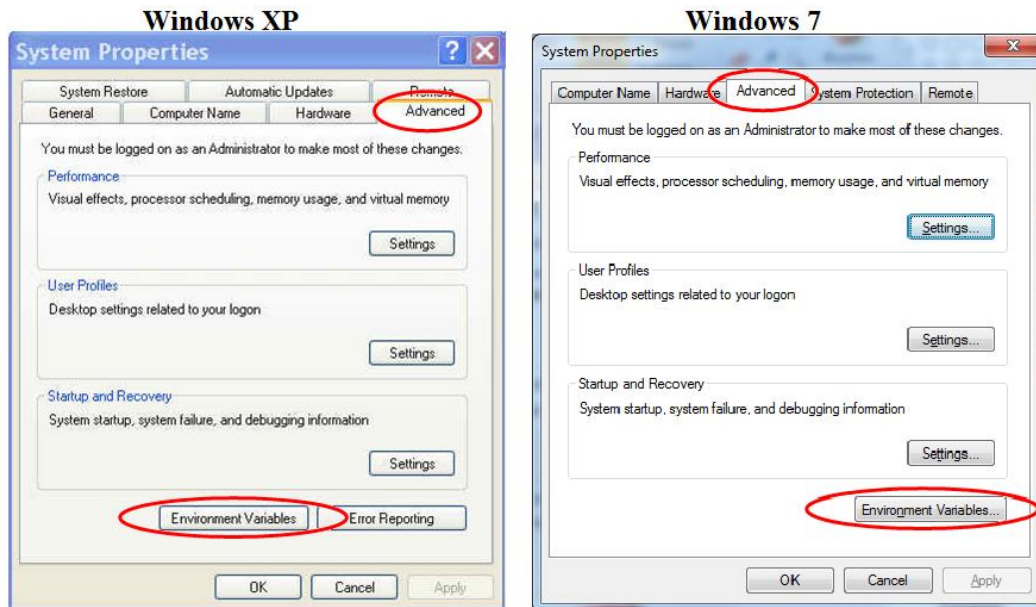
Enter Serial Number to Find Right Download:

### **Accessing Microsoft Windows Environment Variables**

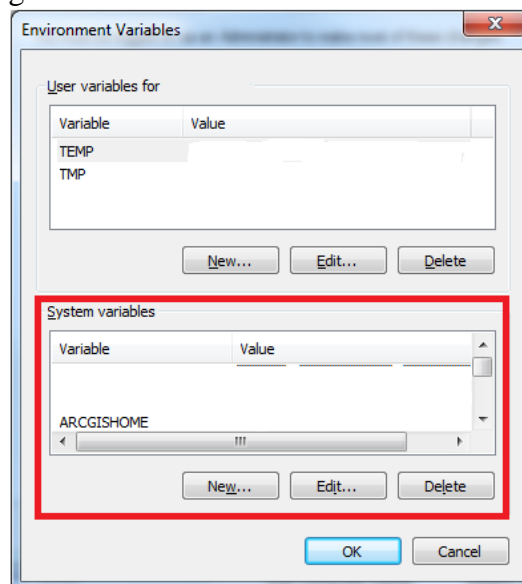
Certain environment variables must be set to allow Autodesk and/or Carlson products to obtain a license from the TIPS license server. Specific information on the necessary variables is listed in the software distribution letter mailed to your TIPS contact.

To access the environment variables:

- Navigate to Start Menu -> Control Panel -> System to open the 'System Properties' window (In Windows 7, Start Menu -> Control Panel -> System->Advanced System Settings).
- On the 'System Properties' window, select the '**Advanced**' tab and click **Environment Variables**.



The lower half of the resulting Environment Variables dialog box is the area where you can add new variables or edit existing ones.



### ***Installation / Update Contacts***

If you have any installation or update questions or difficulties, contact Stefanie Self at (412) 937-2105 or SSELF@OSMRE.GOV.

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