

Installing Payroll On-Line Help

1. Introduction

The on-line help file for Global Payroll V7.1 is now available. The file is supplied as:

PR.CHM

In addition to the help file itself the following additional files are supplied as part of the upgrade:

HHUPD.EXE
KEYHH.EXE
GX-UPDATES.INI

The use of these additional files is described in the various sections that follow.

The supplied GX-UPDATES.INI is **NOT a complete INI file and must **NOT** be used to replace an existing GX.INI file.**

This document describes the installation of the help file, and how to configure GX to use the help-file.

The on-line help feature of Global Payroll is only available when using GX.EXE. The on-line help facility is **not** available when using GUI-1 (GSMWIN32.EXE) or any other type of terminal or terminal emulator, including the screen displayed by GLOBAL.EXE.

Although any version of GX can be used to display most of the Global Payroll help-pages some pages will only appear correctly if the version of GX is V3.5p, or later. Consequently, you are strongly advised to upgrade to GX.EXE V3.5p, or later.

2. Installing the PR.CHM on-Line Help-File

The PR.CHM file must be installed on the PC running GX.EXE. For multiple GX configurations this file must be installed on **every** GX PC if all the Payroll operators are going to be provided with the on-line help facility. This section describes the installation on a single GX PC. See section 4 for details of a technique that allows updates to be applied from the central server.

The installation of PR.CHM is greatly simplified if the Global 3000 on-line help is already installed on the GX PC. The next section describes the additional steps that are required if Global-3000 On-Line Help is **NOT** already installed.

2.1 What To Do if Global 3000 On-Line Help is NOT Already Installed

If Global-3000 On-Line Help is NOT already installed:

- Create a new folder called "Help" in the current GX Folder (e.g. if GX is installed in D:\GX then create the folder D:\GX\Help);
- Copy the following files into the current GX folder:

HHUPD.EXE
KEYHH.EXE

- Edit GX.INI and add a [Documentation] section, if this section does not already exist;
- Add the following line to the [Documentation] section:

Folder=.\Help

2.2 Copying PR.CHM

If Global-3000 On-Line Help is installed, or if the steps described in section 2.1 have been followed, the GX.INI file will contain a "Folder" setting within a [Documentation] section.

- Edit GX.INI and locate the folder specified by the "Folder" setting. If the "Folder" setting is blank or absent Global 3000 On-Line Help is not installed (or not installed correctly) and you must complete the steps described in section 2.1 before proceeding;
- Copy PR.CHM into the "Help" folder;
- Make a second copy of PR.CHM in the "Help" folder renamed as PS.CHM;
- Make a third copy of PR.CHM in the "Help" folder renamed as PC.CHM;

At the end of this stage the "Help" folder should contain the following files:

PR.CHM
PS.CHM
PC.CHM

and the "current GX" folder should contain, amongst many other files:

HHUPD.EXE
KEYHH.EXE

Various other files will be present in the "Help" folder if the Global 3000 On-Line Help is already installed.

2.3 Further Updates to GX.INI

The following changes are required to GX.INI.

- Add a new section [PR];

- Add the following settings to the [PR] section:

```
RQ=PR_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW
```

- Add a new section [PS];
- Add the following settings to the [PS] section:

```
RQ=PS_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW
```

- Add a new section [PC];
- Add the following settings to the [PC] section:

```
RQ=PC_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW
```

In the various RQ settings there are 6 underscores before the "RQ" in the string, and 2 underscore characters after "RQ".

The supplied GX-UPDATES.INI file contains these additional sections and settings which can be copied and pasted into the "live" GX.INI:

```
[PR]  
RQ=PR_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW  
[PS]  
RQ=PS_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW  
[PC]  
RQ=PC_____RQ__  
OC=PREVIOUSWINDOW  
OD=PREVIOUSWINDOW
```

Note that the following two lines are included in the GX-UPDATES.INI file:

```
[documentation]  
*Folder=.\Help
```

merely to allow the technique described in section 4.1 to proceed correctly. These two lines must **NOT** be copied into a "live" GX.INI file.

2.4 Restart GX

After the GX.INI changes have been applied, GX must be restarted for the changes to be recognised.

3. Displaying the On-Line Help

The Payroll On-Line Help should be immediately available by clicking on the Help icon on the GX Toolbar anywhere within the Payroll application.

If the GX Toolbar has been disabled the Payroll On-Line Help can be displayed by selecting "Help" from the top of the menu bar at the top of the menu; followed by "Application Online Help" drop-down menu entry.

4. Applying Selected Changes from a Central Server

It is possible to upgrade the GX PC automatically from the "gxupdates" folder of the GSM server. This technique may be useful if several GX PC's have to be configured.

This section should be read in conjunction with Technical Notes IN257 and IN271.

The following steps assume a GX configuration that already includes the Global 3000 On-Line Help.

- In the registry, add the setting UpdateGXFiles under the Client\ServicePack keys and set the value to "on". This setting may already be enabled on some configurations;
- Create a new folder called "GXUPDATES" in the same folder that contains GLOBAL.EXE. (this folder may already be present on some configurations);
- Create a new folder called "DOCUMENTATION" under "GXUPDATES";
- Create a new folder called "FOLDER" under "GXUPDATES\DOCUMENTATION". For example, if GSM is installed into F:\GSM, the following folder should now be present: F:\GSM\GXUPDATES\DOCUMENTATION\FOLDER.
- Copy PR.CHM into the "GXUPDATES\DOCUMENTATION\FOLDER" folder;
- Make a second copy of PR.CHM named PS.CHM in the "GXUPDATES\DOCUMENTATION\FOLDER" folder;
- Make a third copy of PR.CHM named PC.CHM in the "GXUPDATES\DOCUMENTATION\FOLDER" folder;

It is still necessary to make the changes to the GX.INI file on each GX PC.

Note that GSM SP-17 will include a technique that will allow the GX.INI file to be updated automatically from an "update" version in the GXUPDATES folder.

4.1 Applying All Changes from a Central Server

If the combination of GSM SP-17 and the V3.9f, or later, GLOBAL.EXE are running on the GSM server then ALL the upgrades can be performed automatically by downloading files from the server to the PC(s) running GX:

- In the registry, add the setting UpdateGXFiles under the Client\ServicePack keys and set the value to "on". This setting may already be enabled on some configurations;
- Create a new folder called "GXUPDATES" in the same folder that contains GLOBAL.EXE. (this folder may already be present on some configurations);
- Create a new folder called "DOCUMENTATION" under "GXUPDATES";
- Create a new folder called "FOLDER" under "GXUPDATES\DOCUMENTATION". For example, if GSM is installed into F:\GSM, the following folder should now be present: F:\GSM\GXUPDATES\DOCUMENTATION\FOLDER.
- Copy PR.CHM into the "GXUPDATES\DOCUMENTATION\FOLDER" folder;
- Make a second copy of PR.CHM named PS.CHM in the "GXUPDATES\DOCUMENTATION\FOLDER" folder;
- Make a third copy of PR.CHM named PC.CHM in the "GXUPDATES\DOCUMENTATION\FOLDER" folder;
- Create a new folder called "GXINI" under "GXUPDATES";
- Create a new folder called "GXINI" under "GXUPDATES\GXINI". For example, if GSM is installed into F:\GSM, the following folder should now be present: F:\GSM\GXUPDATES\GXINI\GXINI.
- Copy HHUPD.EXE into the "GXUPDATES\GXINI\GXINI" folder;
- Copy KEYHH.EXE into the "GXUPDATES\GXINI\GXINI" folder;
- Copy the supplied GX-UPDATES.INI into the "GXUPDATES" folder, renaming the file as GX.INI.

Thus, the GXUPDATES folder should contain:

```
GXUPDATES\DOCUMENTATION\PC.CHM
GXUPDATES\DOCUMENTATION\PR.CHM
GXUPDATES\DOCUMENTATION\PS.CHM
GXINI\GXINI\HHUPD.EXE
```

GXIN\GXIN\KEYHH.EXE
GX.INI

The complete download may require GX to start-up twice. The first GX file-download and restart will update the local GX.INI file. The second GX file-download and restart will update the *.CHM and *.EXE files.