

MI-WIC Workstation

Exhibit 10.02A

Configuration Procedures

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Women, Infants and Children (WIC) Information System

MI-WIC-Workstation Configuration

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Prepared for

**WIC Division
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Revision	Date	Author	Description of change
1	3/24/08	TC	Updated with additional images
2	05/17/2012	Kamalesh	Updated with IE settings
3	02/19/2012	Kamalesh	Updated with Screen resolution settings
4	08/12/2013	Kamalesh	Updated the Direct Print component update
5	08/08/2016	Kamalesh	Updated with latest configuration

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1. Introduction

1.1 Purpose

The purpose of this document is to provide guidance to local IT staff in the setup/configuration of workstations that will be used for the MI-WIC Web Based application.

1.2 Minimum Configuration for MI-WIC PC

The following are minimum requirements for the PC to run MI-WIC application:

1. Computer is running on Microsoft Windows 7 or higher.
2. CPU Processor Speed 2 Ghz. or more
3. Computer Monitor Resolution 1280 x 1024 or higher
4. Computer Memory 2 GB or higher
5. Computer has access to the internet.
6. Internet Explorer versions 11, Chrome, Firefox, Safari
7. Adobe Acrobat Reader latest version
8. Signature Pad to be connected and installed for some of the MI-WIC functions.
9. MI-WIC supports all printers that are PCL driver compliant.
10. MI-WIC supports all Scanners that are TWAIN driver compliant.
11. Printer, Scanner to be connected and installed for some of the MI-WIC active-x controls.

1.3 Overview

This document describes thru various sections for the software that needs to be installed on all MI-WIC workstations, configuration settings that need to be made to the workstations to ensure proper operation/ best viewing of information. And it describes how to install the scanner and electronic signature pad. This portion of the document is only for workstations that will be connected to either an electronic signature pad or a scanner.

2. Installation of Required Software

2.1 *Adobe Acrobat Reader*

All reports and letters generated by MI-WIC are sent to the users workstation in a Portable Document Format (PDF). In order to open this documents the user must have the Adobe Acrobat Reader installed on the workstation. The following sections describe how to download and install the Adobe Acrobat Reader.

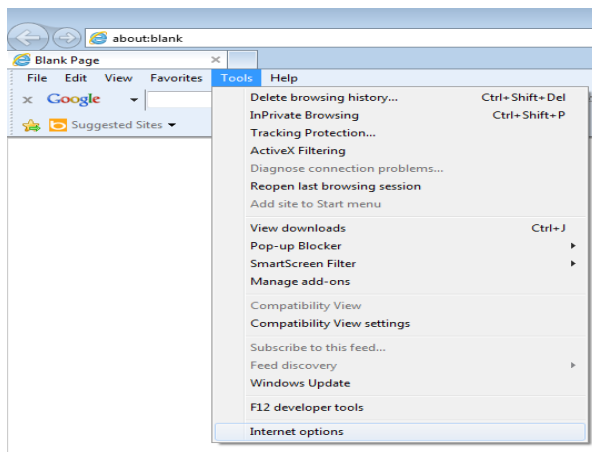
2.1.1 *Installation*

1. Download the latest version of Adobe's free reader --
<http://www.adobe.com/products/reader/>
2. Do not include Photo Shop/The Google toolbar/any non-related products in the install.
3. Once install is completed launch Adobe Reader.

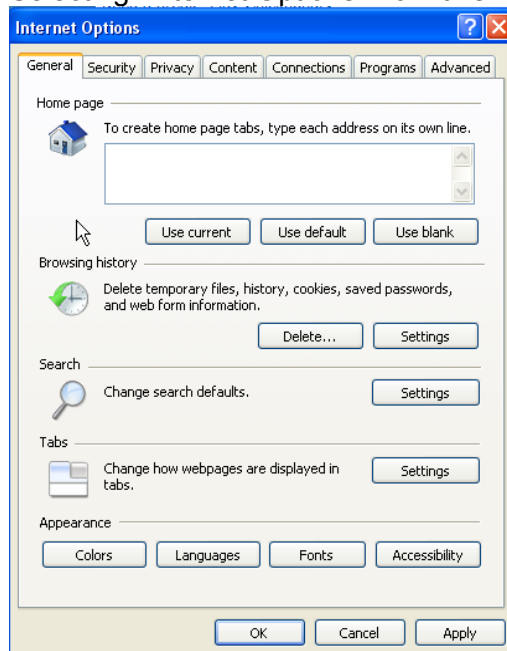
3. Configuring Internet Explorer (IE)

The following section describes the recommended settings workstations using IE. It is assumed that if an item is not discussed the default setting is the recommended setting.

Open up a standard browser screen. On the right side of the screen, select the tools dropdown.

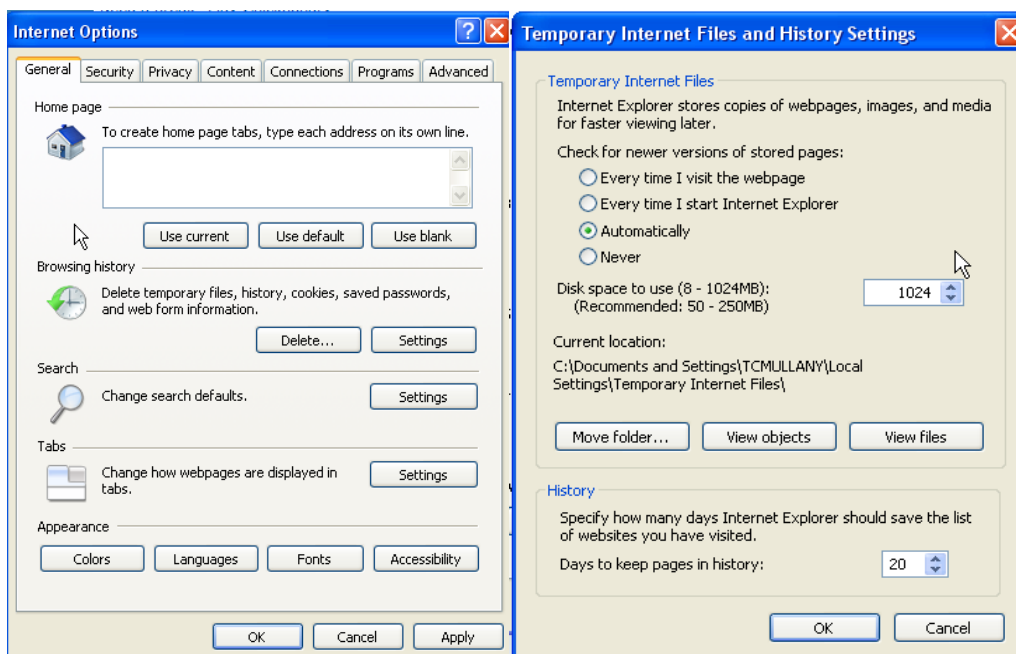


Selecting “Internet Options” from this menu will display the ‘Internet Options’ screen.



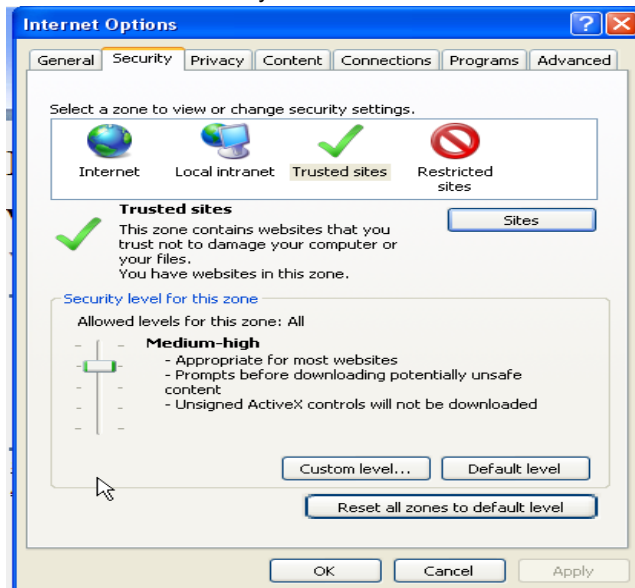
3.1 To get the up to date versions from the MI-WIC server

Select on “General Tab.” under ‘Browsing history’ section – Click on the “Settings” button-
Select “Automatically” then press ‘OK’



3.2 Security Settings in IE

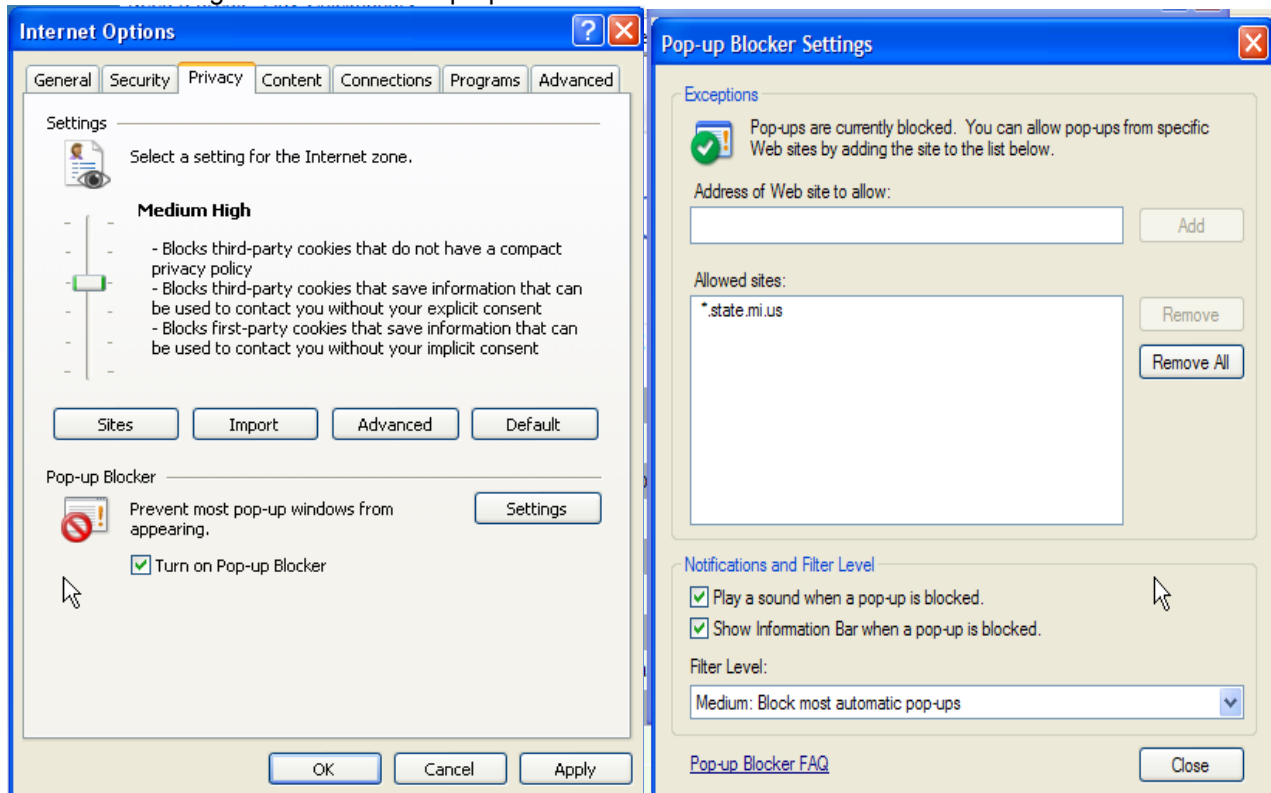
Next Select the "Security" Tab and Set the level to Medium High for 'Trusted sites'.



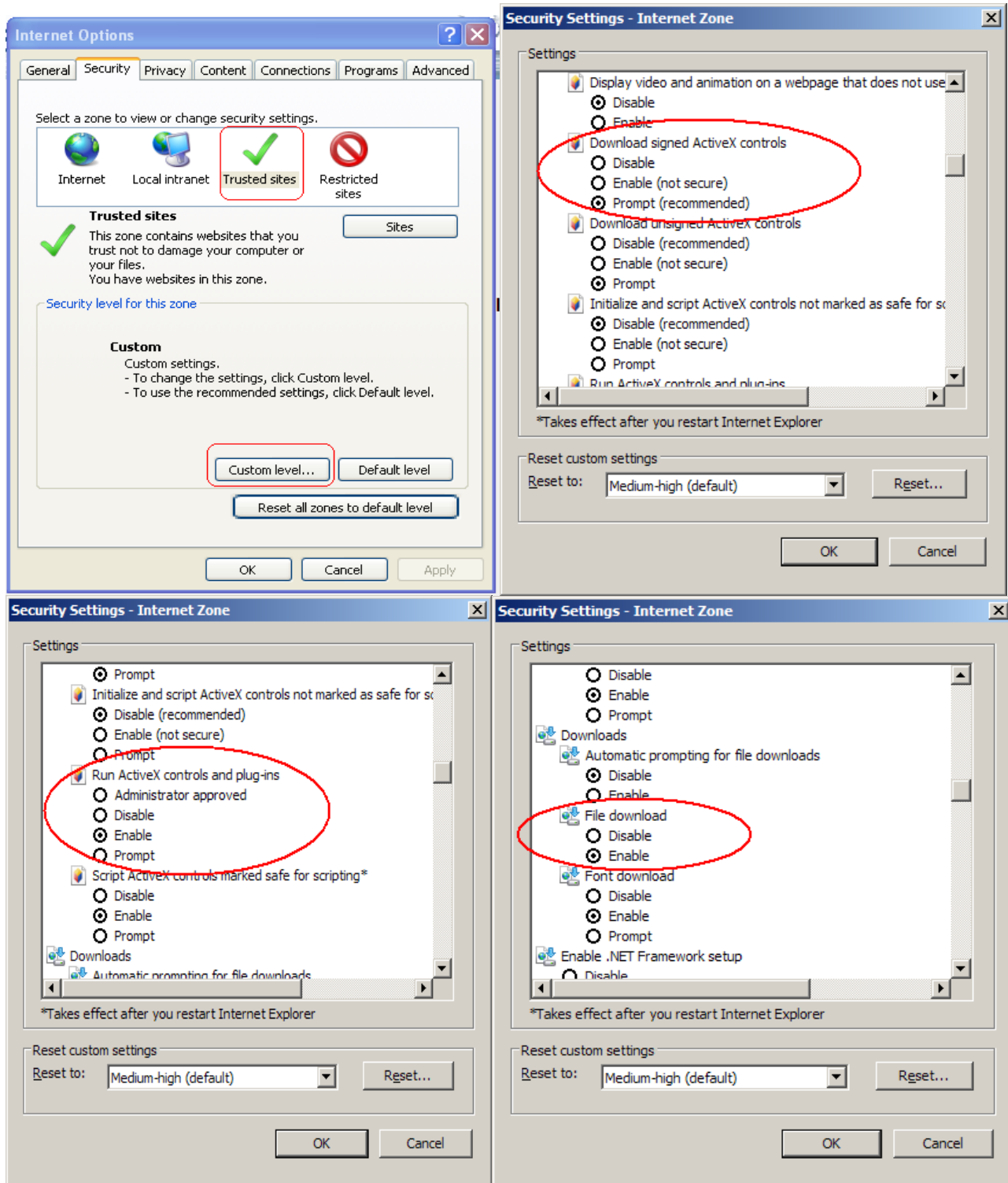
3.3 Pop-up blocker Settings in IE

Next Select the "Privacy" tab and verify that the Setting is set to Medium High.

Select the "Settings" button under 'Pop-up Blocker' section and add "*.state.mi.us" to the allowed sites.

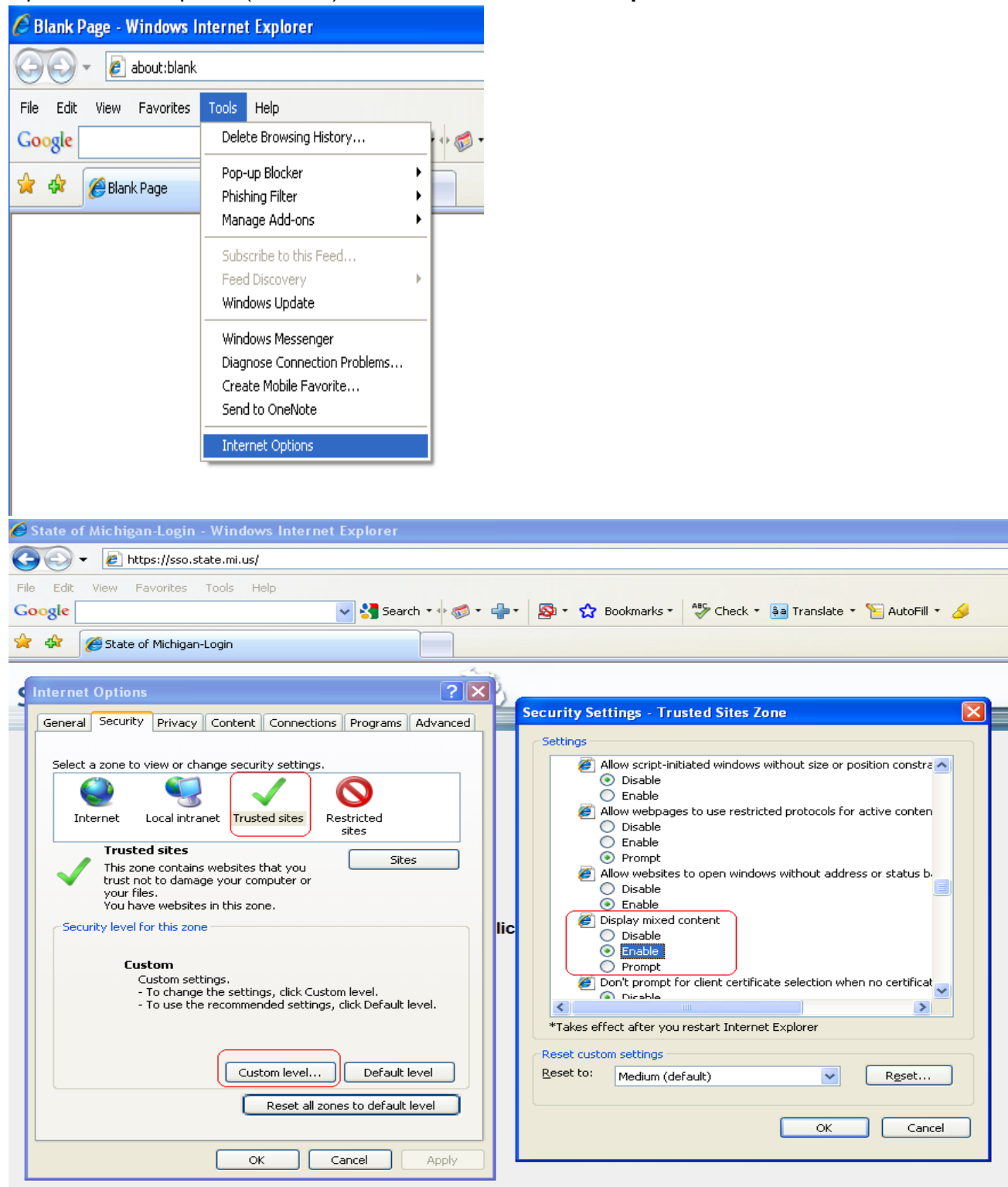


3.4 Active X Settings in IE browser



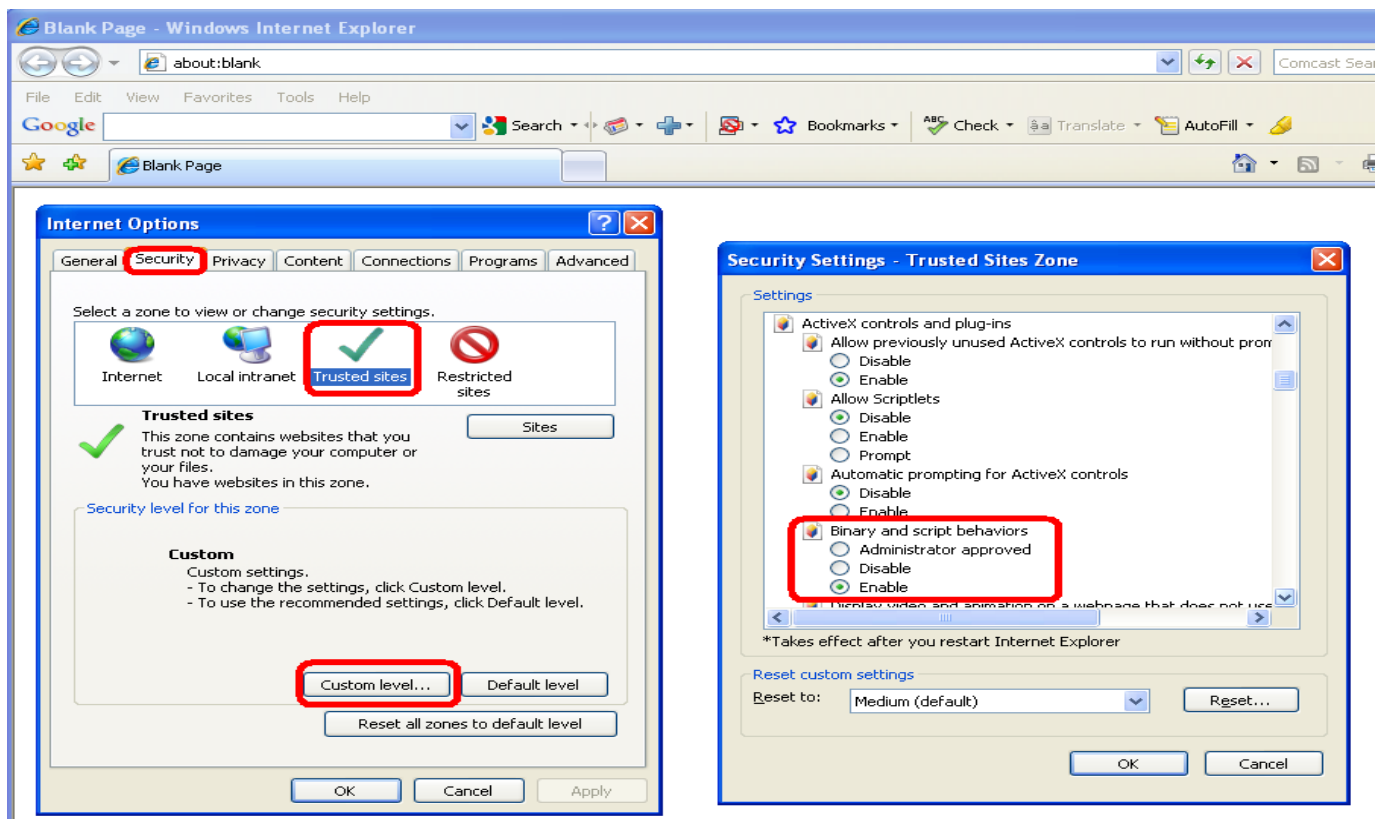
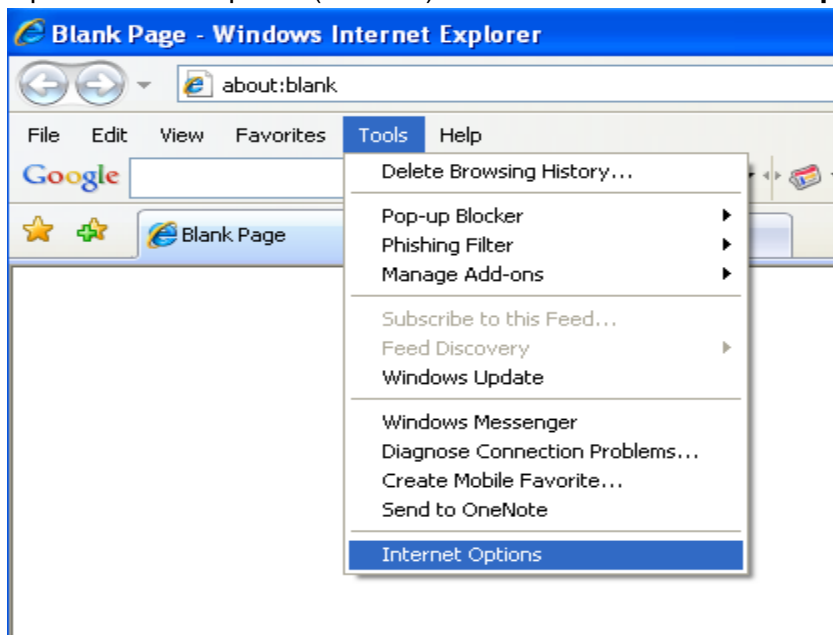
3.5 To Avoid the message for mixed content on encrypted or secured content.

Open Internet Explorer (browser) -Go to **Tools --> Internet Options**



3.6 To display the Date controls properly

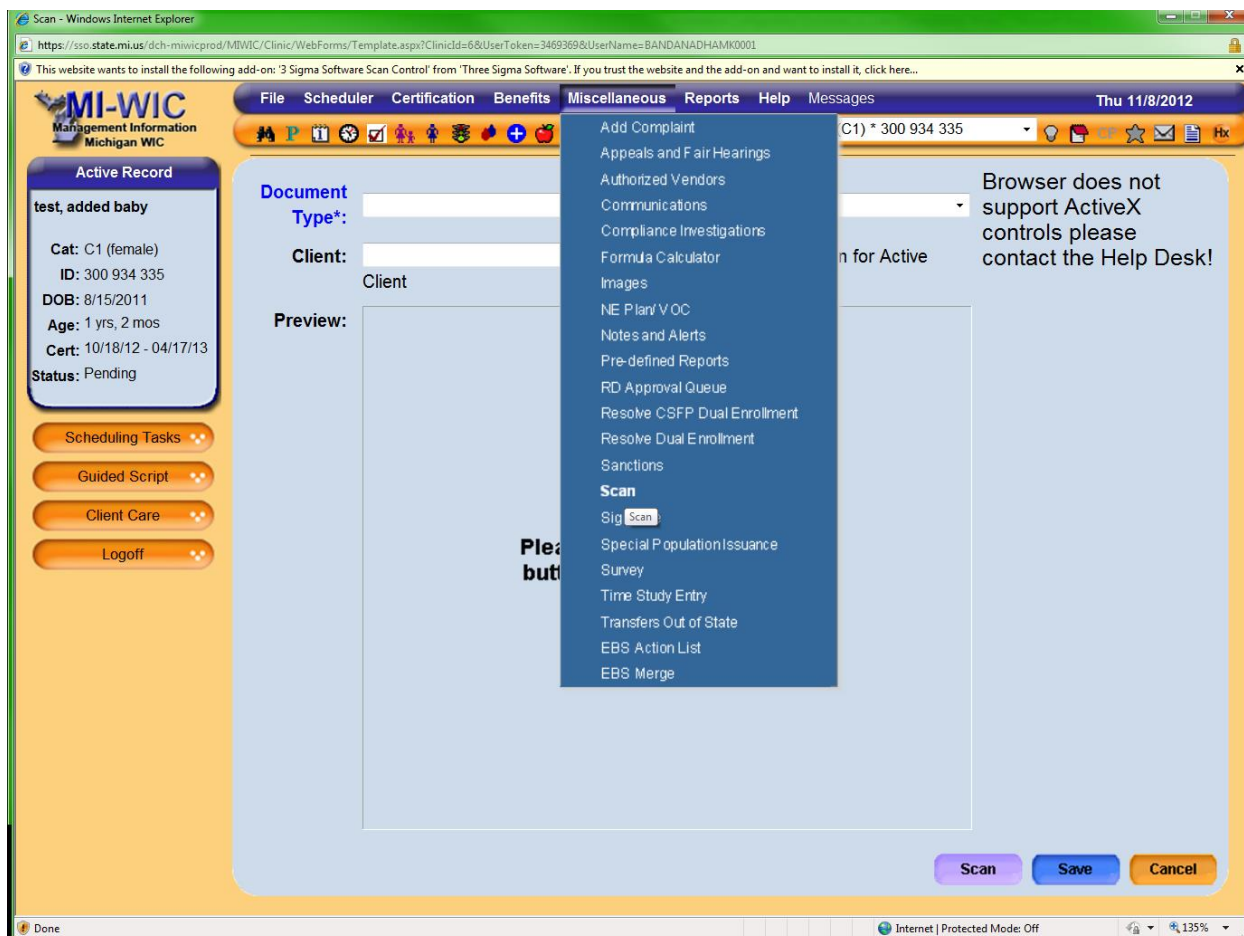
Open Internet Explorer (browser) - Go to **Tools --> Internet Options**



4. Install the Scan components for IE 11 or lower versions

4.1.1 Install the Scan components from the Browser

Open the Scan screen from miscellaneous menu – when screen is open – notice the yellow bar at top to install the scanner component – -right click and install -



5. Install the Scan components for IE 11, Chrome, Safari, Firefox

Installations required on the Staff Machine

When Staff accessed the MIWIC New Scan page, the User will be presented with options to download and install new SCAN software from <https://www.dynamsoft.com>.

MIWIC implementation of New Scan screen

3SSW has developed a new screen to implement the SCAN function for NON-IE browsers. There will be a new menu item created under **Clinic → miscellaneous → Scan New** (this will present along with existing Scan menu).

When MIWIC detects user browser as NON-IE browser

- Clinic → miscellaneous → Scan → will go to the **new** screen

- Clinic → miscellaneous → Scan New → will go to the **new** screen

When MIWIC detects user browser as IE browser (any version)

- Clinic → miscellaneous → Scan → will go to the **OLD** screen
- Clinic → miscellaneous → Scan New → will go to the **new** screen

For Safari

5.1 Dynamic Web TWAIN –

Scenario:

After installing the Dynamic Web TWAIN (PKG) on your Mac OS X and refreshing your scan page, you are asked to download and install the PKG repeatedly.

Cause:

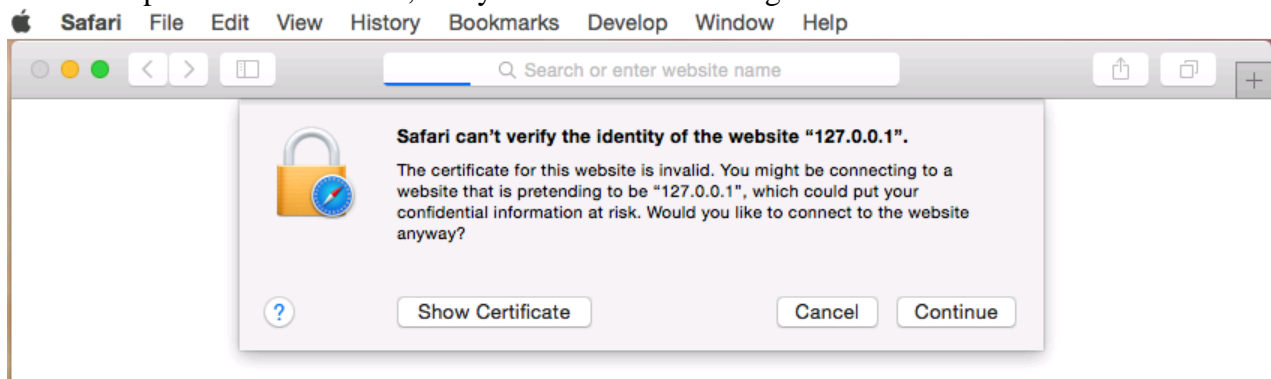
You are visiting the scan page via HTTPS.

Dynamsoft uses an SSL self-signed certification for HTTPS websites. However, Safari v7+ failed to verify the certification. This is a known issue in Safari v7+ only.

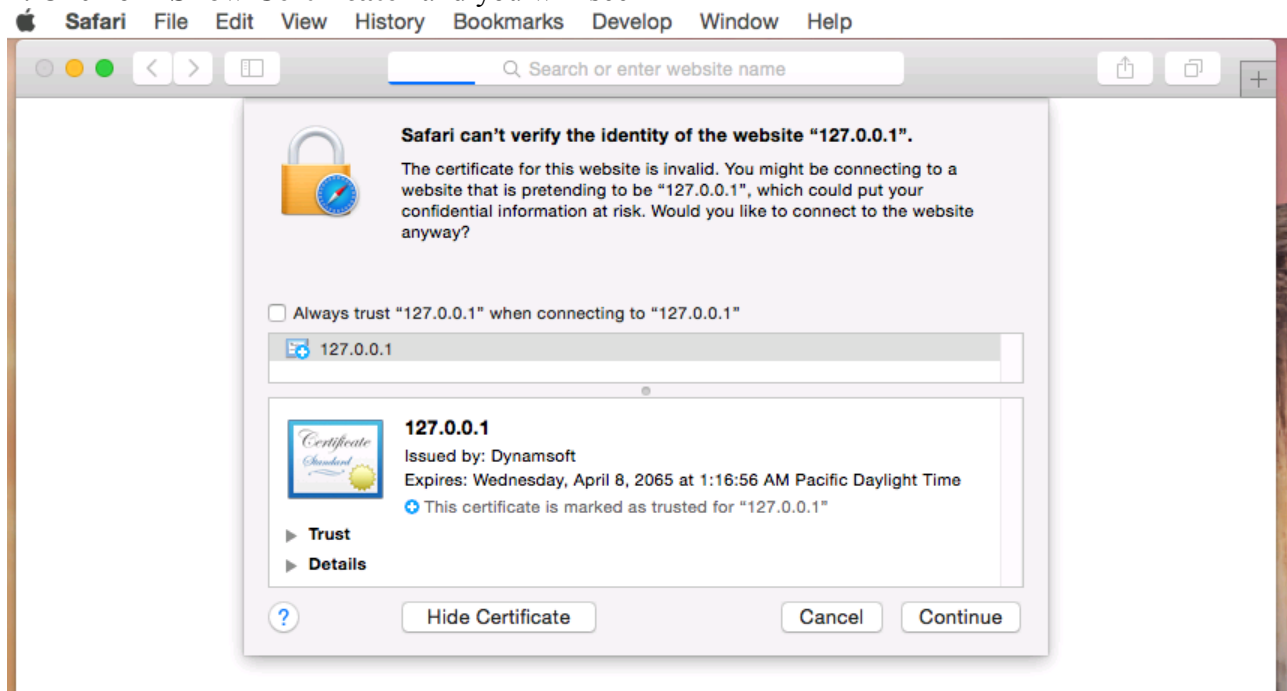
Solution:

Please follow the steps below to resolve the error:

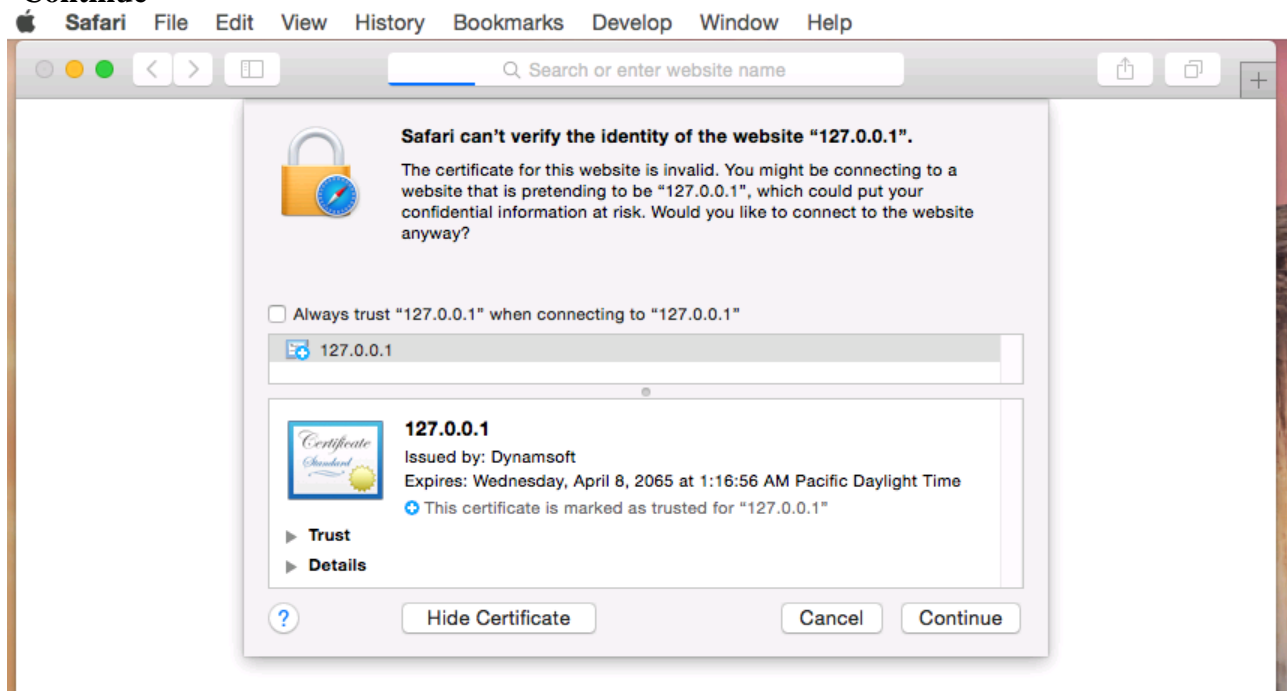
1. Visit <https://127.0.0.1:18619>, and you will see the message below:



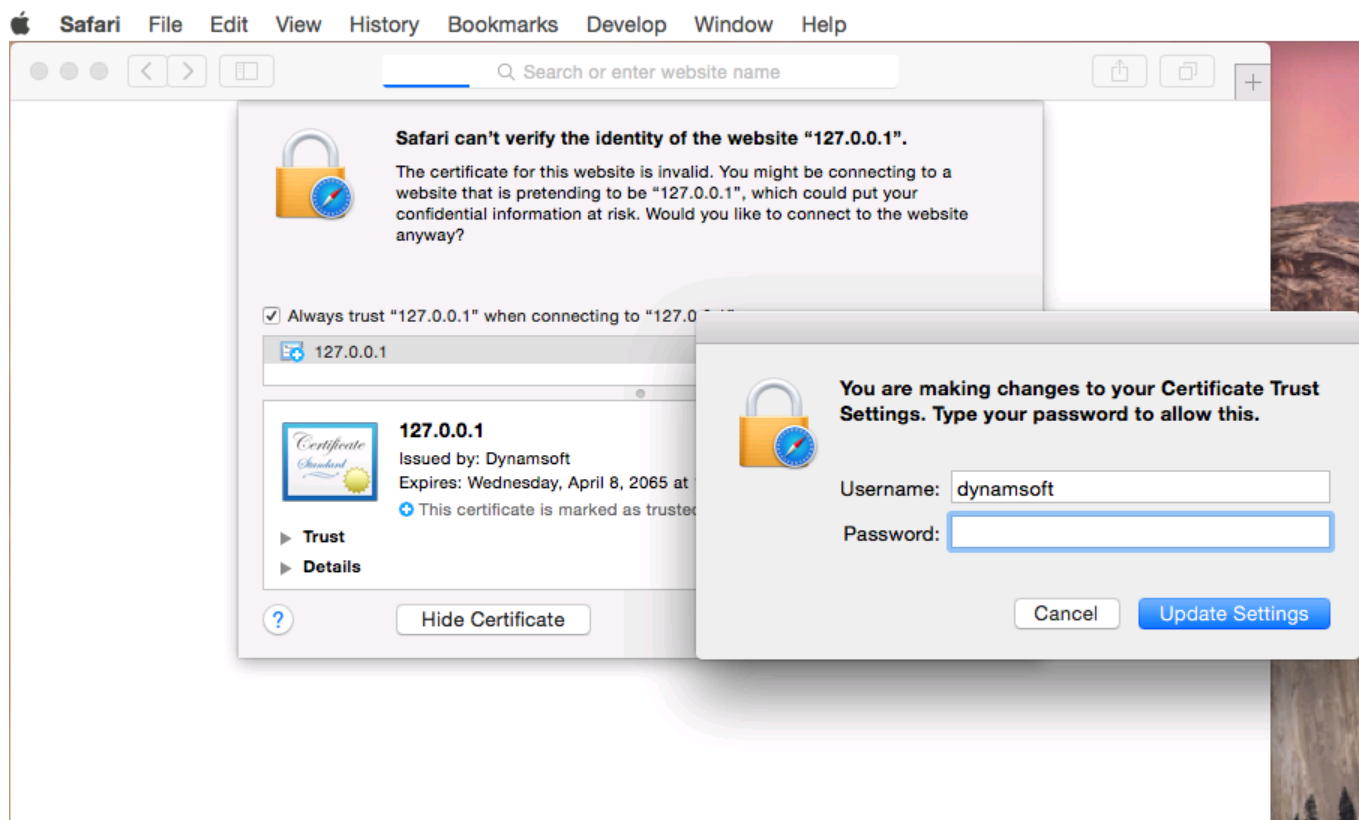
2. Click on **“Show Certificate”** and you will see –



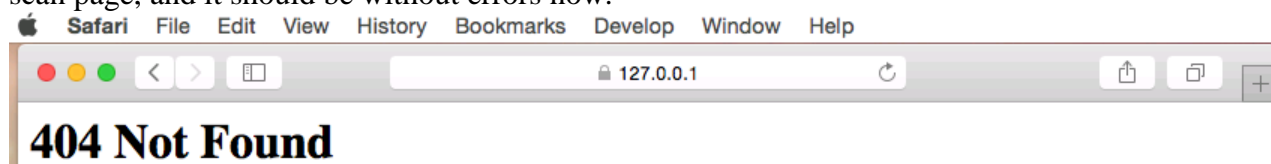
3. Check the option **“Always trust ‘127.0.0.1’ when connecting to ‘127.0.0.1’”** and click on **“Continue”**



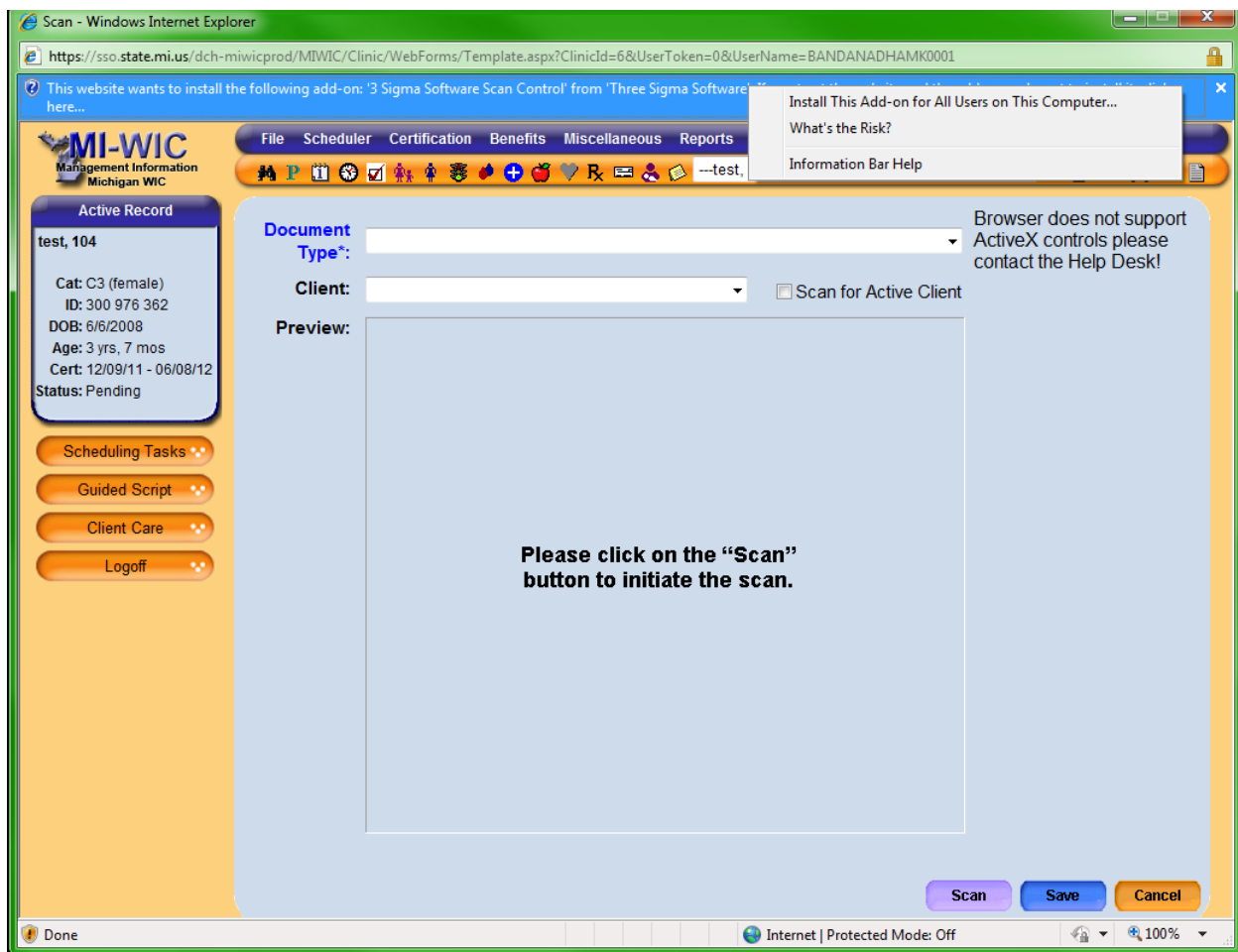
4. Your login credential will be required to apply the change. Please input your password and click on “Update Settings”



5. When you see the following page, it means the change has been made successfully. Go back to your scan page, and it should be without errors now.



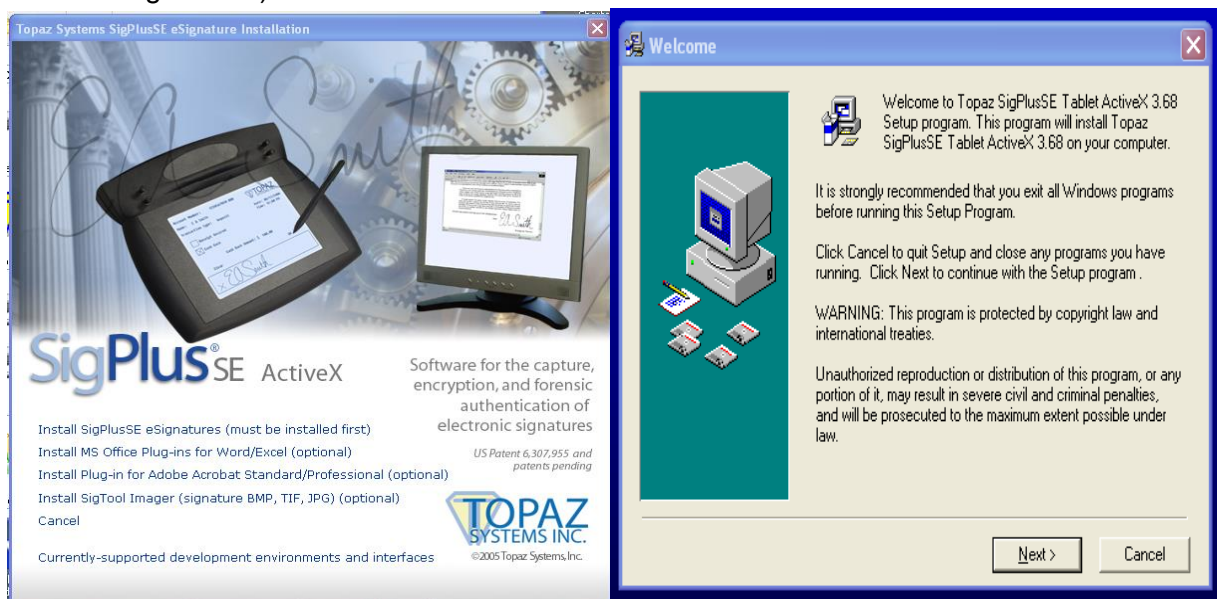
6. Signature Pad Active X installation for IE11



6.1 Installation of signature Pad (Topaz Signature Gem LCD 4 X 3)

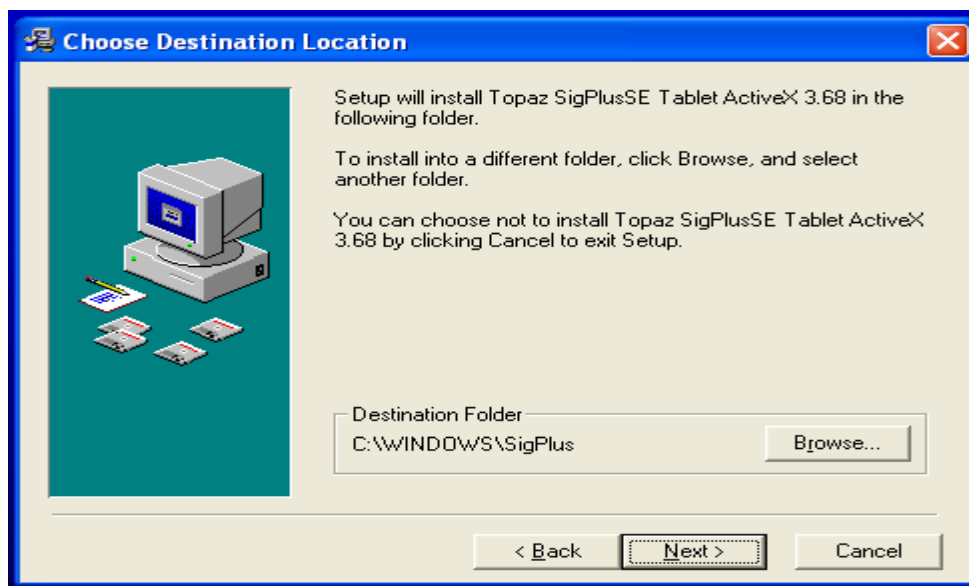
Note: Do not attach the tablet until the instructed.

- 1.> Install batteries in the signature pen – Remove screw from the back end, place batteries in the pen, replace the cover and screw the screw back in.
- 2.> Remove the small plate on the bottom left or right of the signature pad (Depending on which side is preferred for the user)... Plug in the pen and replace the cover and screw it into place.
- 3.> Place the installation CD in the CD-Rom drive; select the first choice 'Install SigplusSE eSignatures).

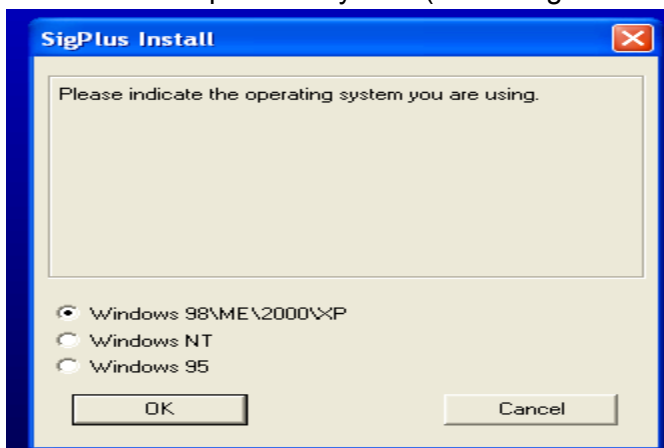


Click 'Next'

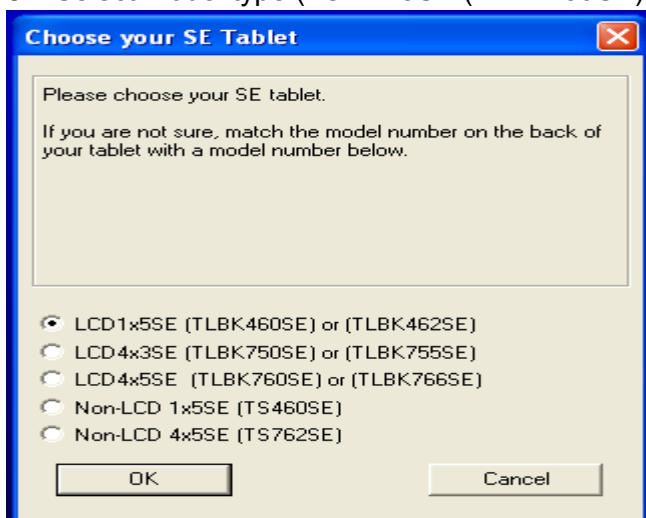
- 4.> Select the installation path (Assume to use the default path) and click 'next'.



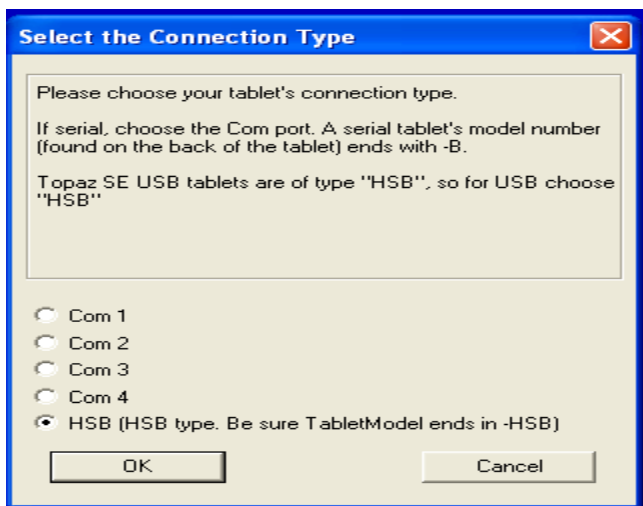
5.> Select the operation system (Assuming that XP is being used) and click 'Ok'.



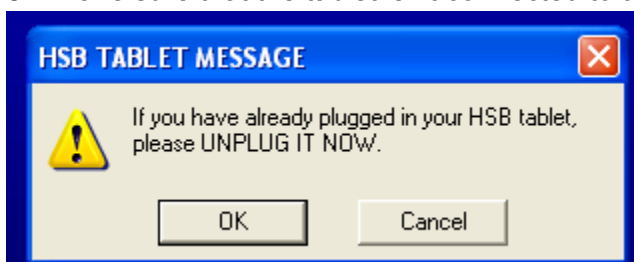
6.> Select model type (LCD4X3SE (TLBK750SE) or (TLBK7555SE)) and then click 'Ok'.



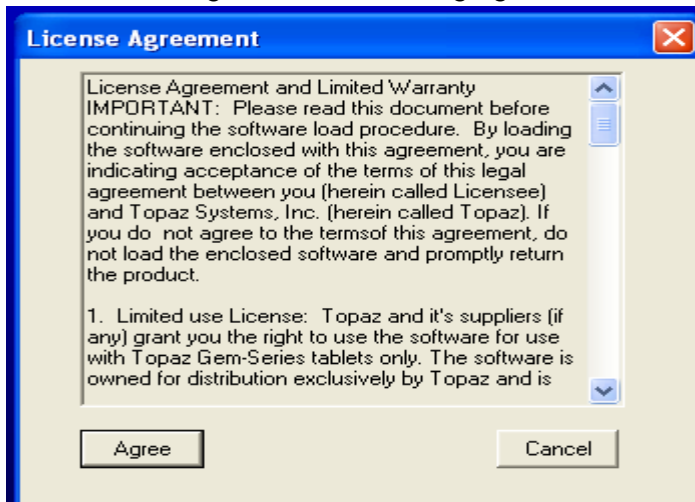
7.> Select connection type (HSB (HSB type, be sure TabletModel ends in -HSB) and click 'Ok'.



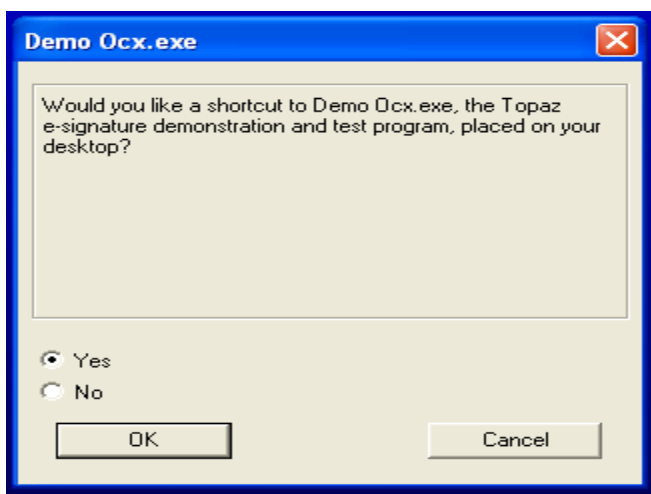
8.> Make sure that the tablet isn't connected to the system and click 'Ok'



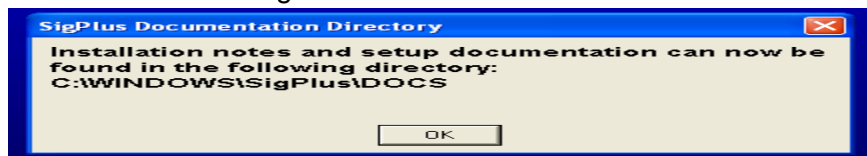
9.> Read and agree to the licensing agreement.



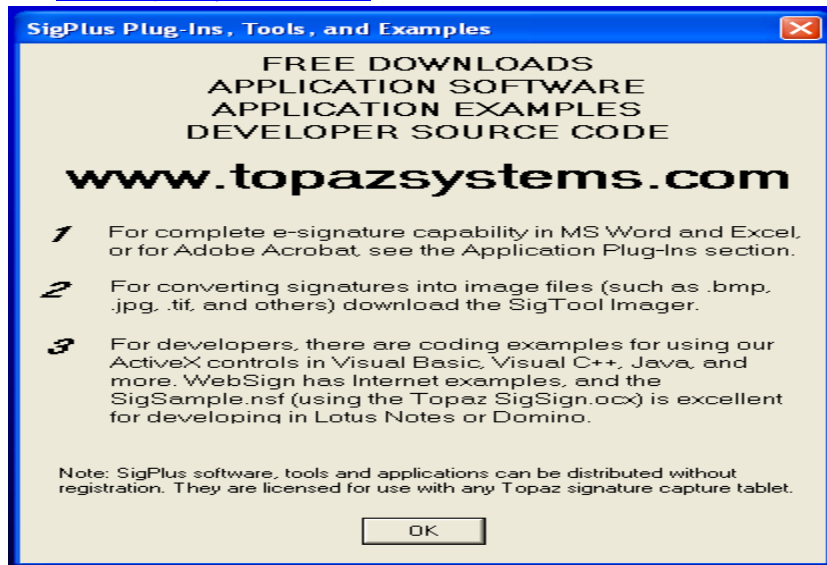
10.> Select 'Yes' for allowing a shortcut to be created on the desktop for the demo and then click 'Ok'.



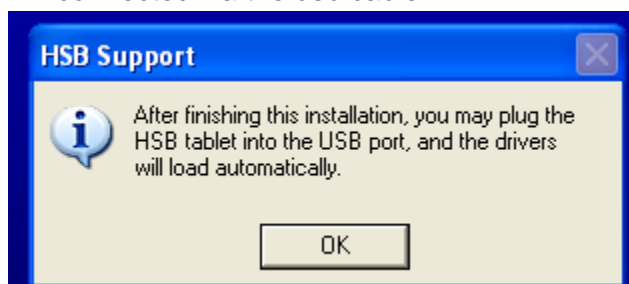
a. Click 'OK' at the notification of the installation notes and setup documents being placed in the C:\WINDOWS\SigPlus\DOCS folder.



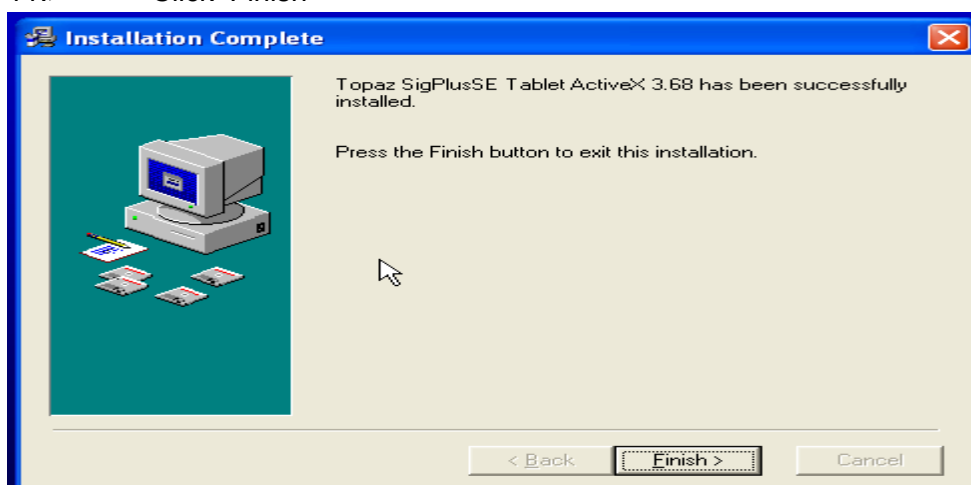
- b. Click 'Ok' at the notification of additional tools and resources being available at www.topazsystems.com.



- c. Click 'Ok' on the notification on additional plug-ins being installed for the signature pad once it is connected via the usb cable.



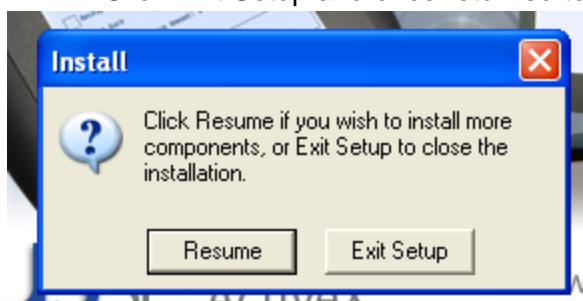
- 11.> Click 'Finish'



12.> Select 'Cancel' off of the menu



13.> Click Exit Setup and once returned to the desktop remove the cd.



14.> Plug the signature pad into the system utilizing the provided usb cable – Online detection will install the additional drivers and the device will be made available to the system.

15.> Verify the Signature Pad works with the MI-WIC Application.

7. Signature Pad Active X installation for IE 11, Chrome, Firefox, Safari

Install the driver from MIWIC as given in the red circle – and follow the simple installation steps-

The screenshot shows the MIWIC (Michigan WIC Management Information System) web application. The browser address bar shows the URL: <https://sso.state.mi.us/MIWICP/Clinic/WebForms/Template.aspx?fiFAlYRDdbGluaWNJZD02JIVzZXJUb2t1bj02NTY0NTU2JIVzZXJOYW1IPUJBTkRBTkFESEFNzAwMDF+IUAjJA=%3d>. The application header includes the MIWIC logo and navigation tabs: File, Scheduler, Certification, Benefits, Miscellaneous, Reports, Help, Messages. The date is Tue 8/9/2016. The left sidebar shows the 'Active Record' for 'test, 8 month' with details: Cat: C1 (female), ID: 301 165 029, DOB: 11/1/2012, Age: 3 yrs, 9 mos, Cert: 07/05/13 - 01/04/14, Status: Terminated. Below this are buttons for Scheduling Tasks, Guided Script, Client Care, and Logoff. The main content area is titled 'Signature Pad Model #' and shows 'Signature PAD - LCD size 4*3'. Below this is a 'Doc. Type:' dropdown and an 'Agreement:' section with a text area containing the following text: 'By signing this form I understand and agree: I have read, or have had read to me, the document noted above. I understand and agree to the information provided. If I have questions, I should discuss them with the WIC staff. I understand that I will be given or may request a copy of this document.' At the bottom right of the main area are buttons for Print, Preview, Save, Cancel, and Next. The footer shows 'Version: 7.5.3.46', 'BANDANADHAMK0001', '000000 State Agency', and 'miwicp'. A red circle highlights the 'Signature pad driver' link in the top right corner of the application area.