

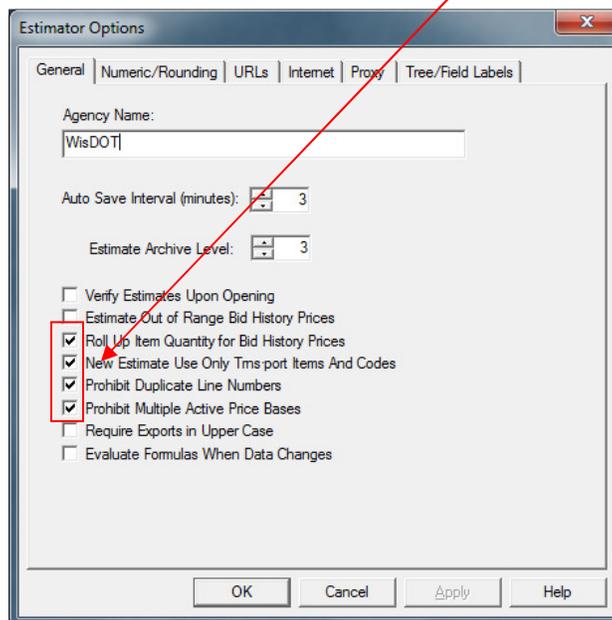
Configuring WisDOT Estimator 2.12a

Configuring Estimator 2.12a upgrade - The following steps must be completed for each Estimator upgrade.

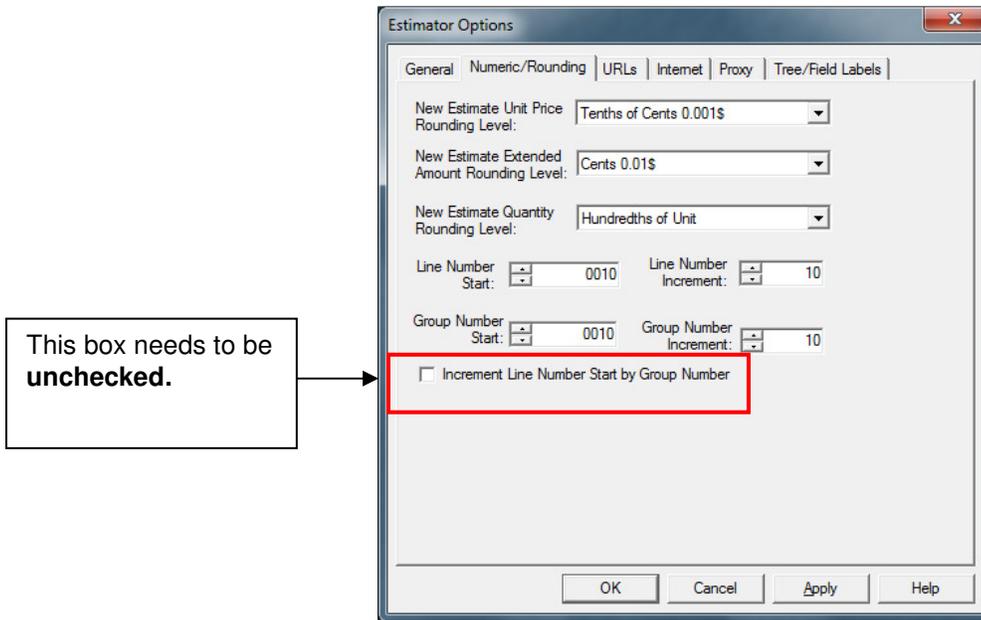
1. Open Estimator using the Administrator User ID **admin**. The password is **password**. (Steps 1 – 6 must be completed using the Administrator ID).
2. Select **Catalog Tools → Open A Catalog**. Select the ENG2014 catalog from the list. Select **OK**.
This step needs to be done the first time for EACH user who will log on to a specific PC. The catalog is user profile specific.

Note: If this is a new install you must first copy the Estimator item catalog ENG2014.cat located on the Consultant Extranet <https://trust.dot.state.wi.us/extntgtwy/consultants/estimator.shtm> to the ?.\Estimator\Catalogs directory. (? Denotes the location you installed Estimator to)

3. Go to **Other Tools → Global Options**.
On the General tab you can enter the Agency Name and set an Auto Save Interval and an Estimate Archive Level. You must check the boxes shown.



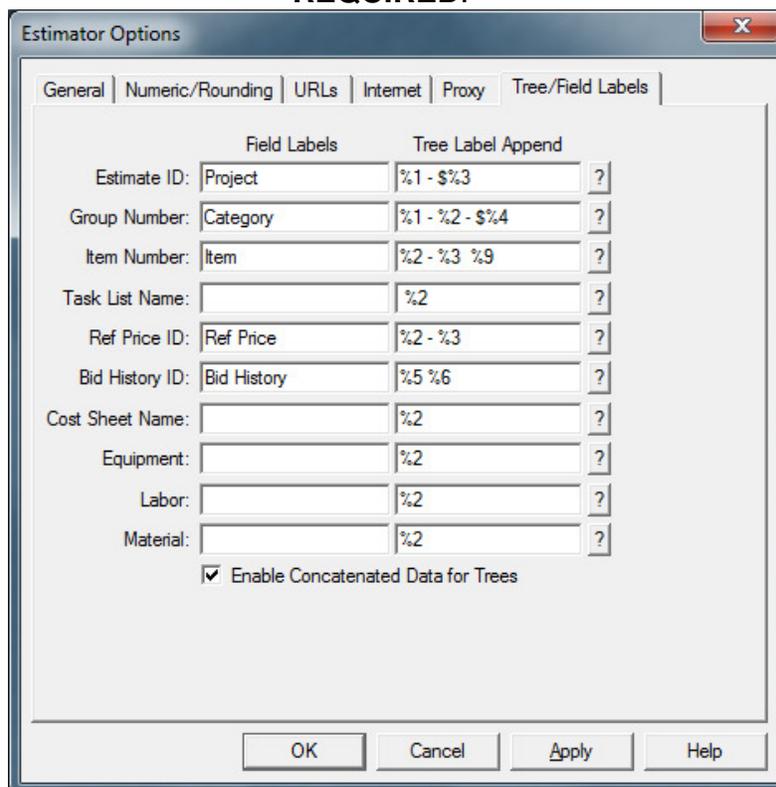
Select the Numeric/Rounding tab. Confirm the values below. These are **REQUIRED**.



Select the URLs tab. Check the paths for each item. Make changes as necessary.

- Catalog Path – The location of the Estimator catalog you specified during the install.
- Estimate Folder – The location you want the user to save their estimates files to.
- Template Folder – Accept the default.
- Cache Folder – Accept the default.

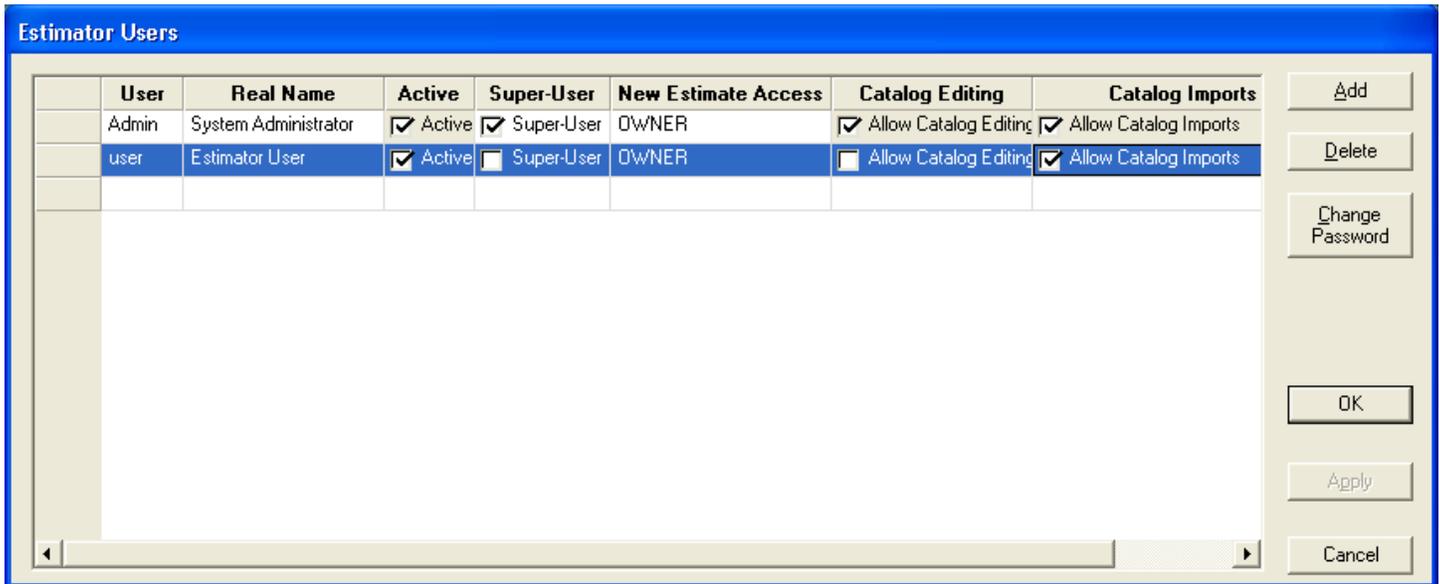
Click on the Tree/Field Labels tab. **Fill in the information exactly as shown.** These are **REQUIRED**.



4. Select **OK**. (WisDOT will not be using the Internet and Proxy tabs.)
5. The configuration is complete.

The following step only needs to be completed if this is a new local install

6. Go to **Other Tools → Maintain Users**. Create a new user of 'user'. Click in the empty box under the **User Admin** box and fill out the information as shown below. Select **OK**.



You will get a message that the default password is 'password'. Select **OK**.



7. The configuration is complete.

Users should only use the user logon ID to access Estimator!

NOTE: Please remember to have the user open Estimator using the 'user' ID, and open the ENG2014.cat. See step 2 above. This only needs to be done the first time the user opens Estimator.