

Electronic Sanitary Survey Software

Desktop ESS Installation Guide

3rd party Surveyors

April 11, 2016

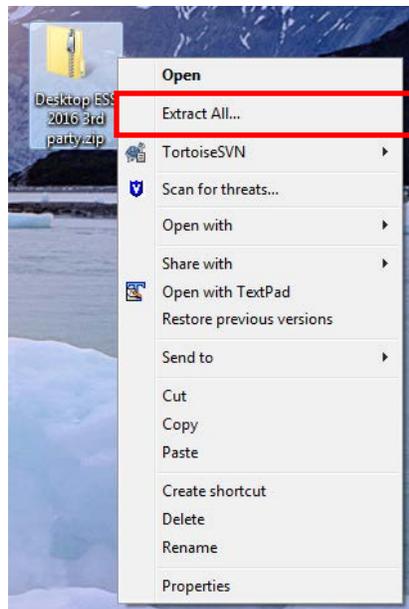
Download and Install Desktop Sanitary Survey

The Desktop ESS application consists of a client file and a data file. The Client file, called Desktop ESS (Desktop ESS_2016 3rd party.mdb) is a Microsoft Access program that provides the user interface for the application. The data file (ESS Data_AKnnnnnn.mdb) is the sanitary survey file that contains all of the data tables used for the application and is a MSAccess database. .

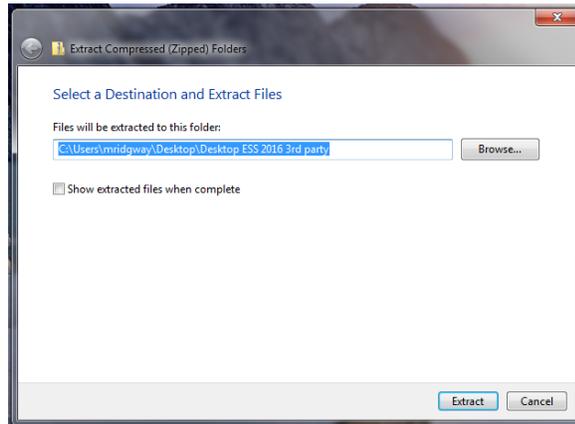
Installing Desktop ESS requires both the client file (step 1) and the data file (step 2). If you have previous version of Desktop ESS installed on your laptop/computer, you must first use the the Add/Remove programs from Control Panel to uninstall previous versions of Desktop ESS.

Step 1. Desktop ESS AKR30 – (the client file)

- Download Desktop Electronic Sanitary Survey file from http://dec.alaska.gov/eh/dw/dwmain/Electronic_SSDownloads.htm.
- Click on the Desktop ESS 2016 from the available downloads and follow the prompts to download (Desktop ESS 2016 3rd party.zip).
- Click on Save, and download the file on your computer
- On your computer, right click on Desktop ESS 2016 3rd party compressed folder (Desktop ESS 2016 3rd party.zip) , and click on Extract All



- Select a destination folder to save the files



- The folder (Desktop ESS AKR30-3rd party) will contain these files:

Name	Date modified	Type	Size
Desktop ESS 2016 3rd party.msi	4/11/2016 10:25 AM	Windows Installer ...	12,371 KB
setup.exe	4/11/2016 10:25 AM	Application	418 KB

- Click on setup.exe and follow the installation instructions:

Note: make sure that you remember where the program is installed. It was created to default to install on C:\Program Files (x86)\Desktop ESS 2016.

You will see this icon created on your desktop once installation is complete.

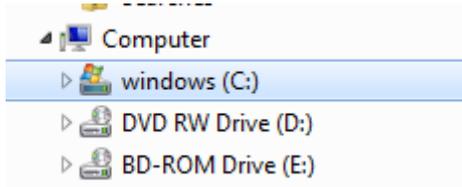


Step 2. Sample Electronic Sanitary Survey (ESS) data file – (ESS Test Data_AK2110106.zip)

Before you download/unzip the file, create a folder on your local computer (usually on the C: drive), and name it Sanitary Surveys. This is where you will save all the surveys that you will receive from ADEC.

- Click on Start, Computer

- Right click on Local Disk, C:



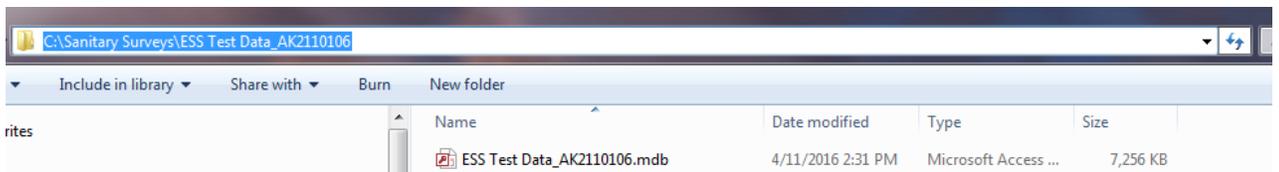
- Click on New, Folder
- Name the new Folder, **Sanitary Surveys**
- Download the 'sample Electronic Sanitary Survey (ESS) data file'. Click on the '[sample Electronic Sanitary Survey \(ESS\) data file](#)' from the available downloads and follow the prompts to download the file.
- Click on Save As, and save the file in the **Sanitary Surveys** folder that you created above.
- Open the folder **Sanitary Surveys**
- Right click on ESS Test Data_AK2110106.zip, and click on Extract All, and extract the file.
- A folder named: ESS Test Data_AK2110106 will be created containing **ESS Test Data_AK2110106.mdb** file.

Step 3. Link the Desktop ESS to ESS Data File

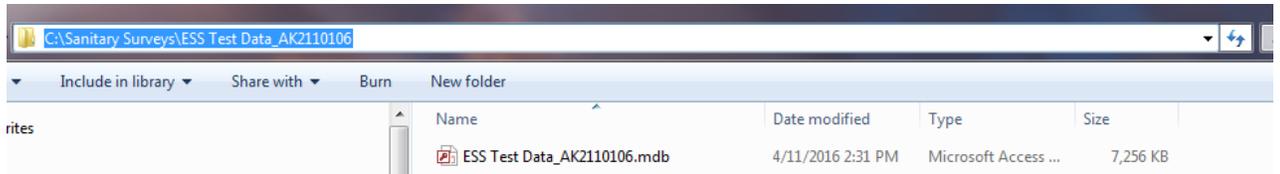
- Launch the Desktop ESS application by clicking on the ESS Desktop Icon on your desktop.



- When prompted, browse and set location of the data file.

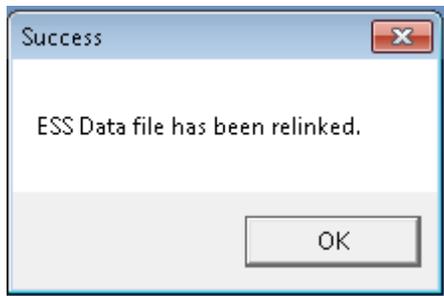


- The data file is **ESS Test Data_AK2110106.mdb** that was saved in folder Sanitary Surveys .



Click on **ESS Test Data_AK2110106.mdb**, and click Select.

- This message will show when the file is linked.



And your installation is complete.