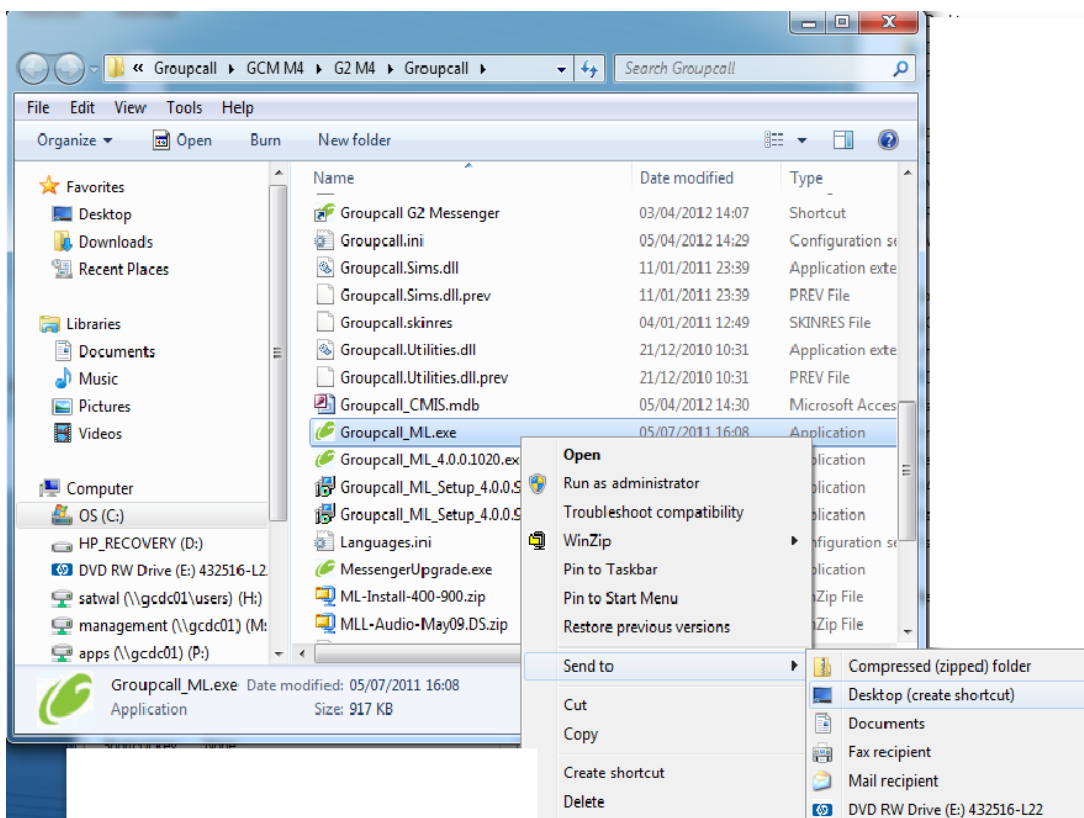


## INSTALLING GROUPCALL MESSENGER ON ADDITIONAL PC's FOR SIMS.net

Please note there is no Groupcall Messenger client installation required.

The Application file can be launched from the original installed Groupcall Folder on your shared MIS (SIMS) server.

- 1) Browse to the Groupcall installation folder on your network look for the file named **Groupcall\_ML.exe**
- 2) Select, Right Click mouse and 'Send to Desktop'
- 3) Note you will have to be on the Client PC on which you wish to place the Groupcall Mesenger on.

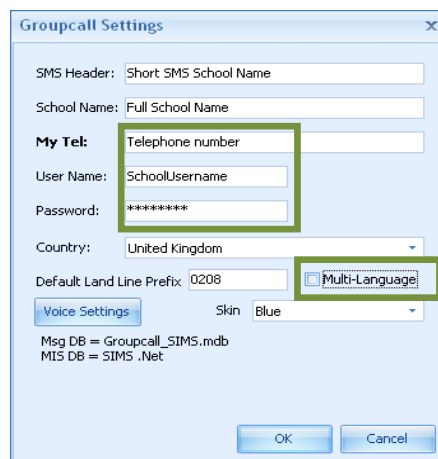


- 4) On launching the Groupcall icon from the desktop;



## First Run

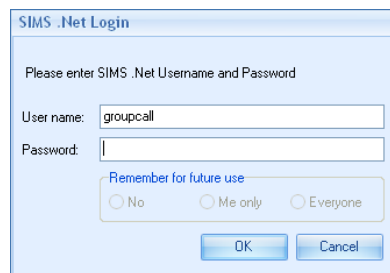
1. Open Groupcall Messenger by double clicking on the icon on your desktop
2. Messenger may report that there are some settings missing. Click "OK" to display this form



The image shows a 'Groupcall Settings' dialog box. It has a title bar with 'Groupcall Settings' and a close button. The dialog contains several input fields and a checkbox. The 'My Tel:' field, 'User Name:' field, and 'Password:' field are highlighted with a green box. The 'Multi-Language:' checkbox is also highlighted with a green box. The 'Country:' dropdown is set to 'United Kingdom'. The 'Default Land Line Prefix' is '0208'. The 'Skin' dropdown is set to 'Blue'. At the bottom, there are 'OK' and 'Cancel' buttons. The database paths are listed as 'Msg DB = Groupcall\_SIMS.mdb' and 'MIS DB = SIMS .Net'.

3. Enter the **Username** and **Password** issued to you from Groupcall (if you have forgotten this then you can call (0208 502 7344) and after answering a couple of security questions you will be issued with the credentials)  
NOTE: without these details Messenger will not operate.

4. Enter the **school telephone number** if it is not displayed and if you have requested a subscription to Groupcall Voice Messages, tick the “Multi-Language” box
5. Click “OK”
6. You will now have the opportunity to log onto Groupcall Messenger



The image shows a 'SIMS .Net Login' dialog box. It contains the text 'Please enter SIMS .Net Username and Password'. There are two input fields: 'User name:' with the text 'groupcall' and 'Password:' which is empty. Below the password field is a section titled 'Remember for future use' with three radio buttons: 'No', 'Me only', and 'Everyone'. At the bottom are 'OK' and 'Cancel' buttons.

7. Enter your **SIMS username and password**
8. Click OK

**NOTE:** You will require access to Third Party Reporting permissions. You can set these up within your SIMS.net, otherwise logging into Groupcall will fail.

*You may need to 'Run as administrator' for the first run only.*

*User can then use Groupcall as generic user. This step does not need to be repeated.*

**Groupcall messenger setup is now complete!**