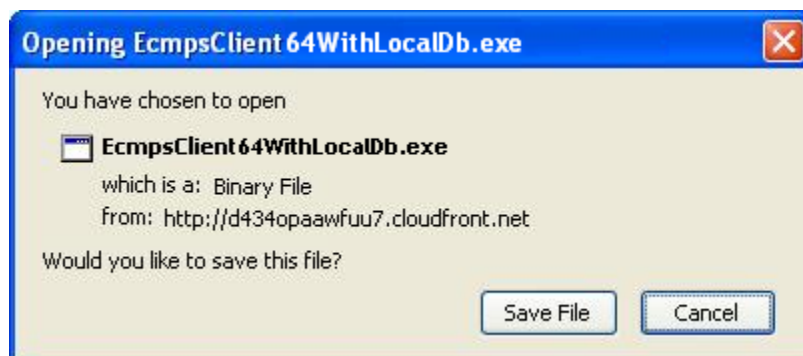
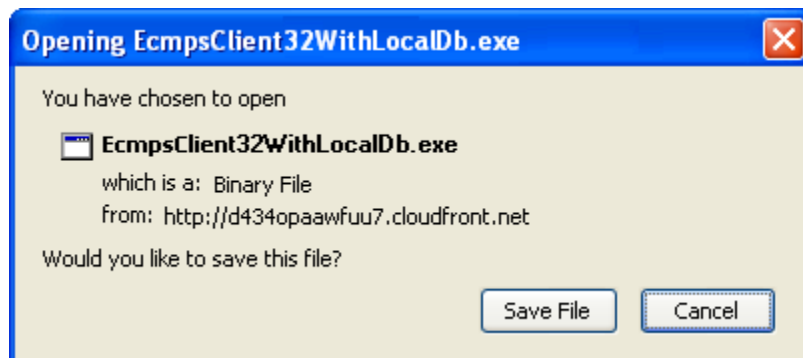


ECMPS Client Tool Installation Guide

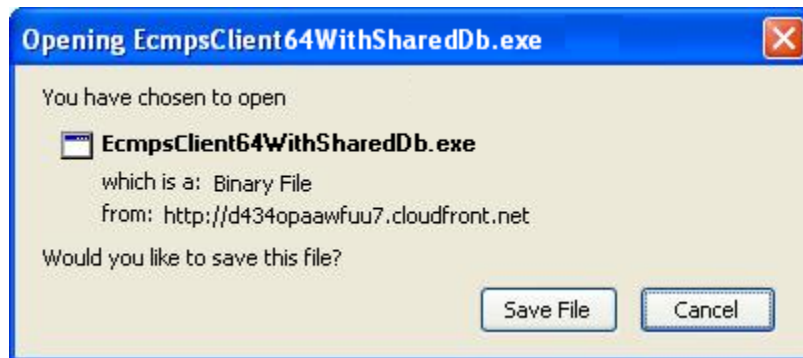
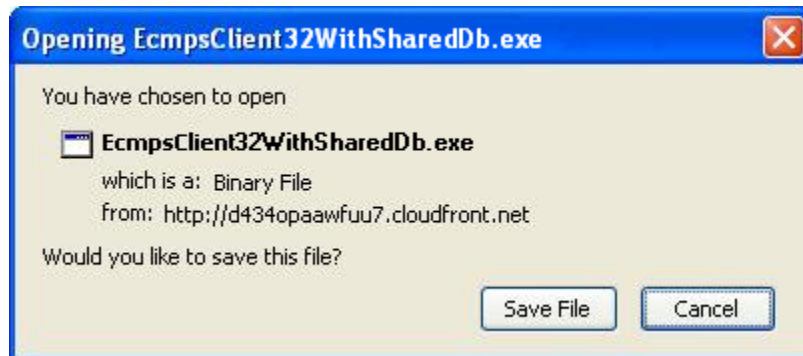
Version: 2020 Q1 Release
March 11, 2020

Before Installing: You must have at least [Microsoft .Net 4.0 Framework](#) installed on your computer. Refer to the [ECMPS Support website](#) for details.

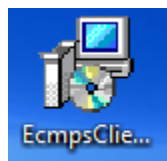
Installation Step 1: On the ECMPS Support Website, navigate to the Software Downloads section and determine the type of configuration that you would like to install—stand-alone or shared database, and 32-bit or 64-bit Operating System. Follow the instructions on the web page for the type of installation you have chosen. When you click the link to download the Client Tool, you will see the following prompt to open the application. Click the "Save File" button to download the file to your desktop. You will see one of the four following screens depending on the installation you have chosen:



Note: If you are installing a shared database version of the Client Tool, you will see one of the following prompts:

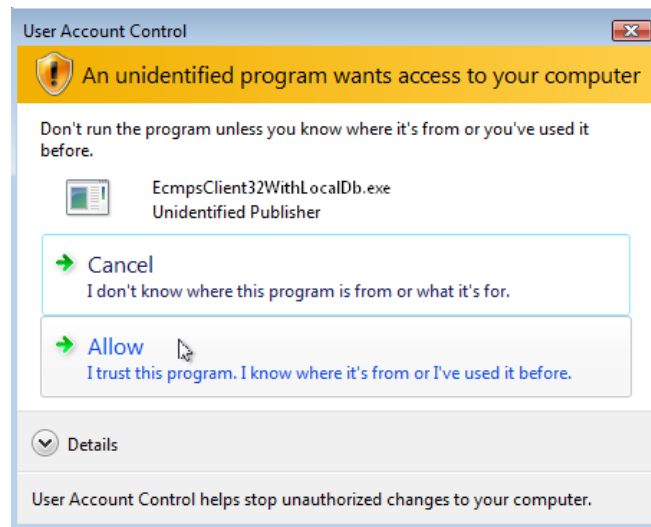


The following icon will be placed on your desktop. Double-click the icon to start the installation process.

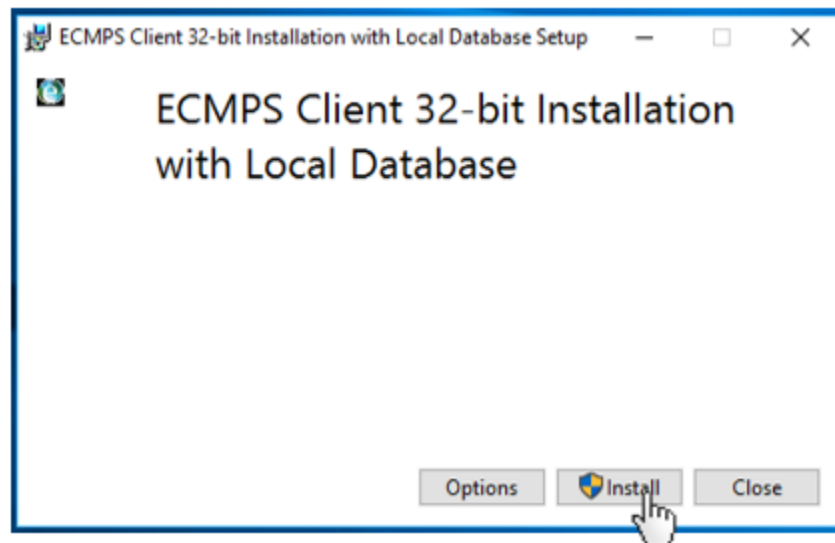


Note: Security Warnings**Windows 8.1/Windows 10 Users**

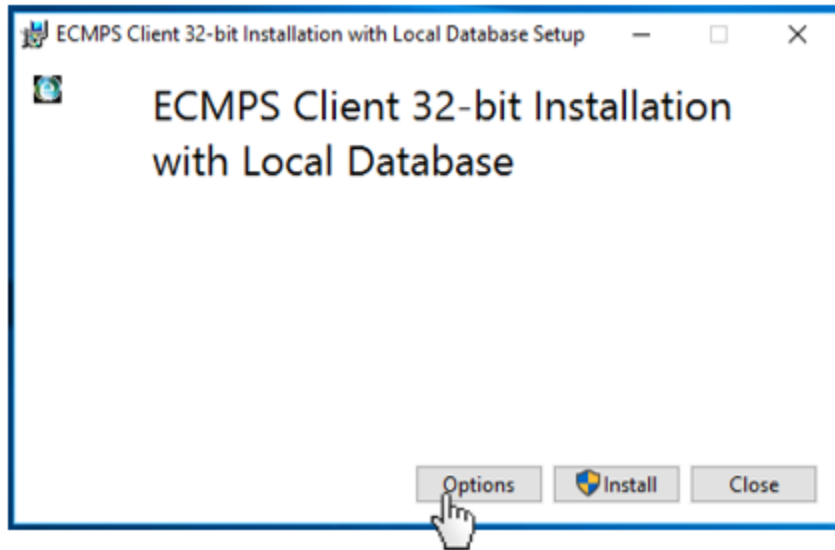
During installation, Windows 8.1 and Windows 10 will prompt you to allow the program to execute. Click the Allow button when presented with the following screen:



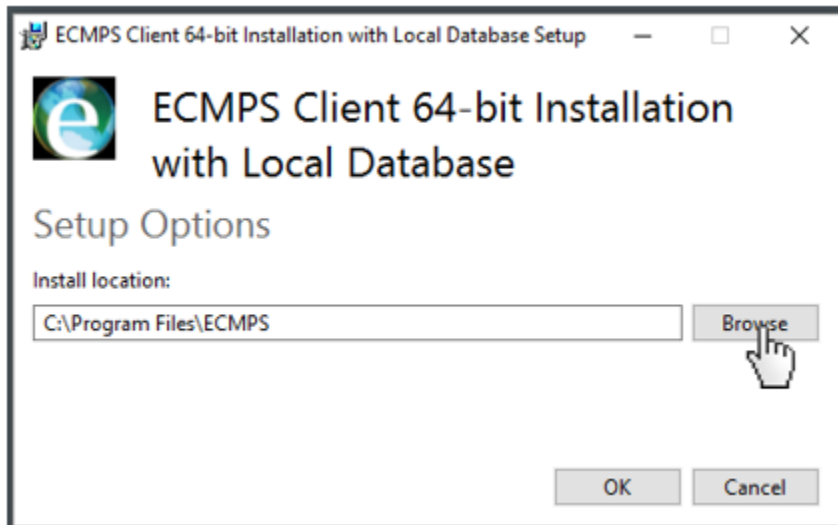
Installation Step 2: Click the Install button.



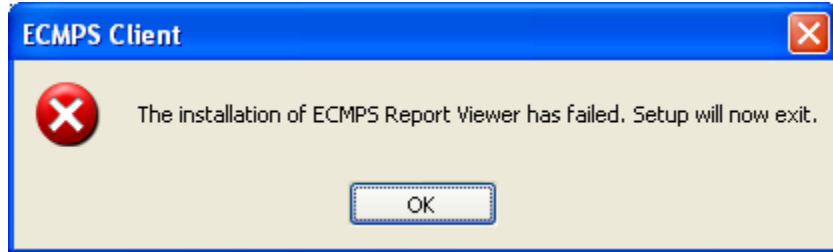
NOTE: The Client Tool will be installed to C:\Program Files\ECMPS by default. If you wish to change the location, click the Options button.



Then, browse to your desired location.



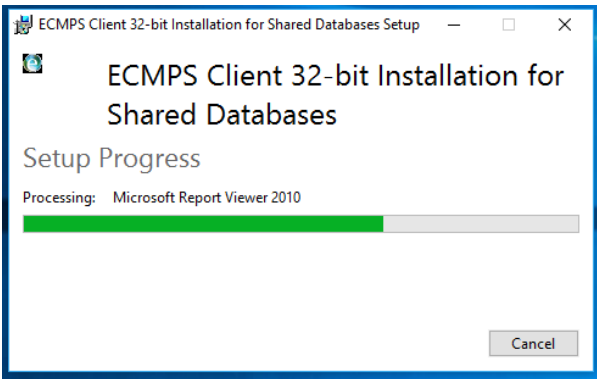
If you do not have Administrative Rights for the machine on which you are trying to install the Client Tool, you will see a screen similar to the screenshot below. You must log in as an administrator for the ECMPS installation to run successfully.



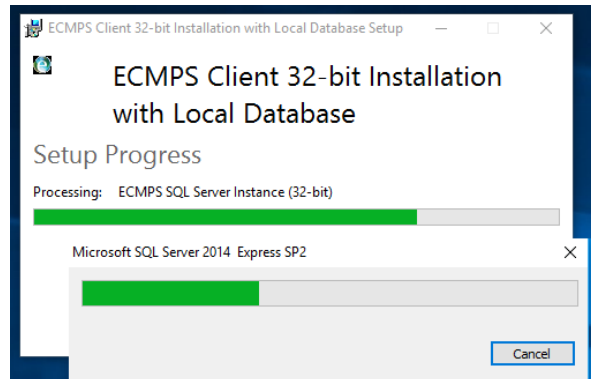
After confirming the use of Administrative Rights, the Client Tool will begin installation of software prerequisites. If you are installing on a 64-bit Operating System, the SQL Server Express and SQLXML4 installs will reference the 64-bit versions. You will see the following screens but will NOT be required to take any action until you get to the screen with the Close button (see Installation Step 3). The SQL Server setup will bring up many windows on the screen, but you will not be required to take any action. These steps will take up to 20 minutes or longer depending on your machine's speed.

Series of Screens You Will See during ECMPS Prerequisites Installation

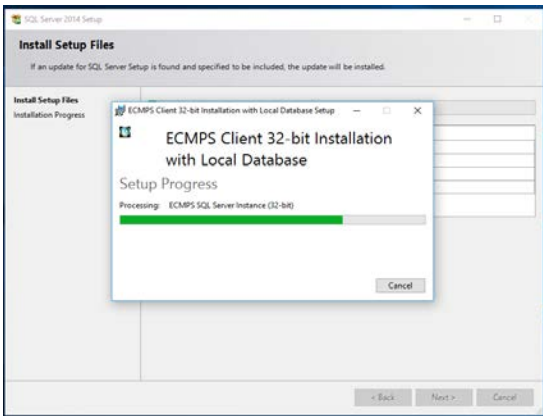
Microsoft Report Viewer Installation



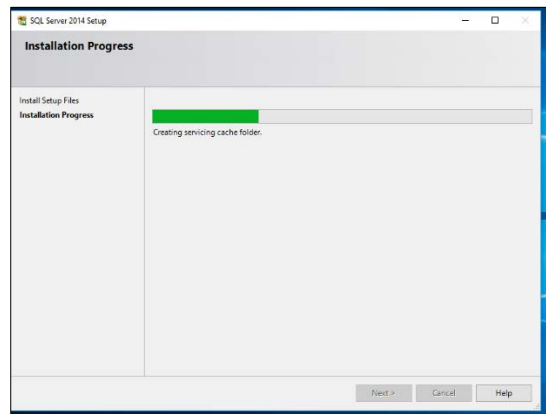
SQL Server Setup



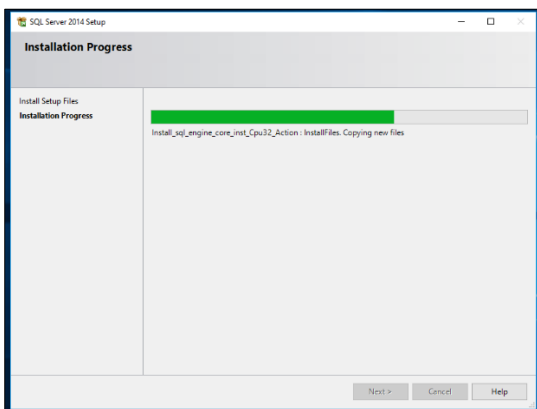
SQL Server Setup



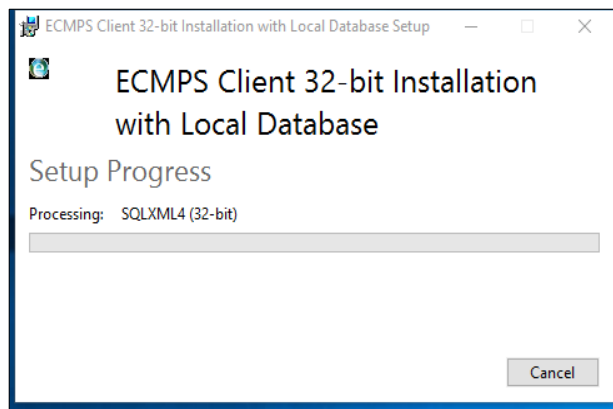
SQL Server Setup



SQL Server Setup



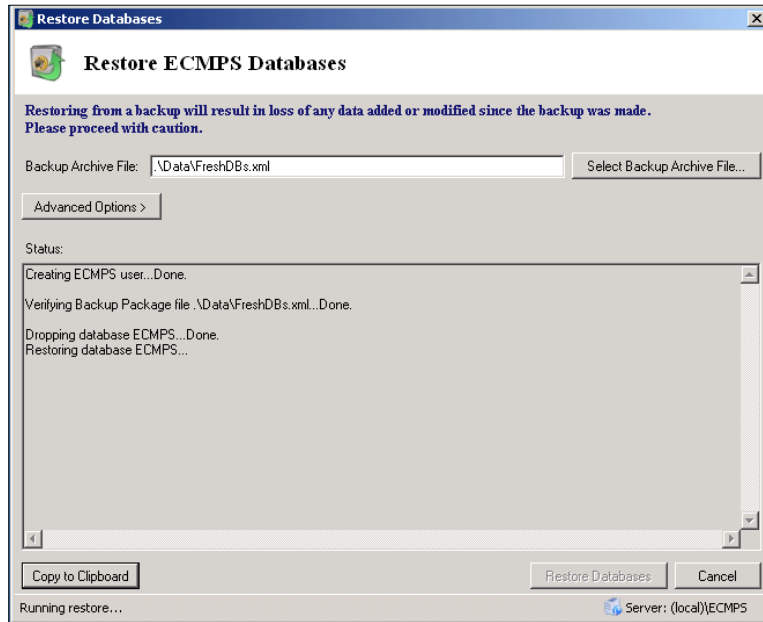
SQLXML4 Installation



You will receive the error message below if you do not have the Administrative Rights necessary for installation. To successfully complete the installation you will need to log on as an administrator.

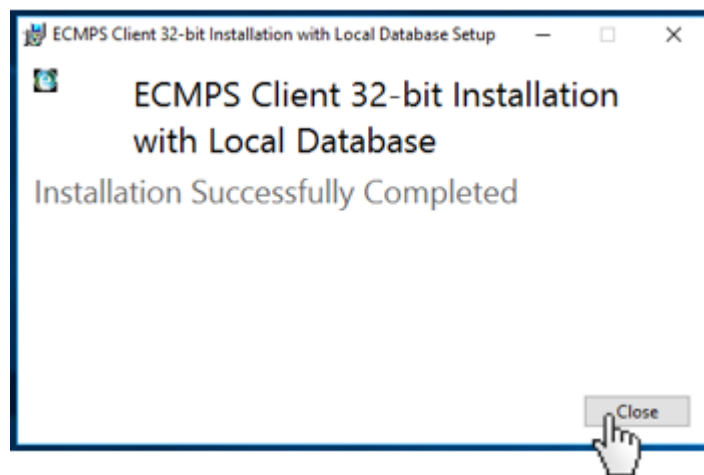


You will see the following screens but will NOT need to take any action. These steps may take up to five minutes to complete.

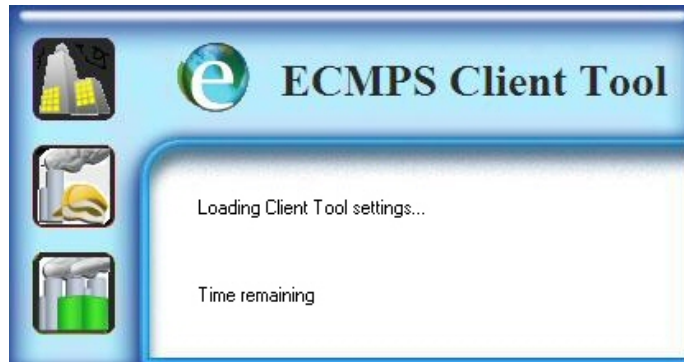


Installation Step 3:

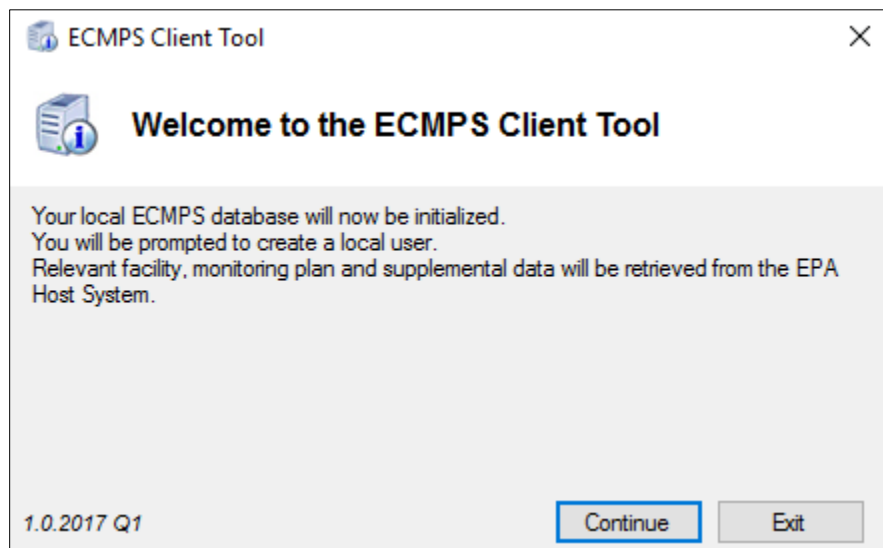
The Installation Successfully Completed message will appear.



Close the message and open the ECMPS Client Tool by double clicking the icon placed on your desktop.

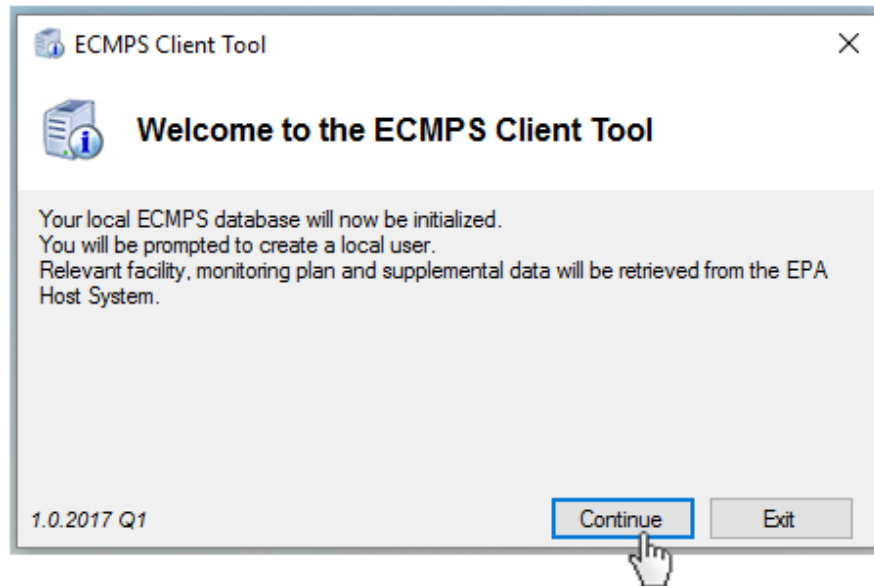


You will see the following ECMPS Client Tool Welcome Screen, indicating you have successfully installed the Client Tool.



To initialize the ECMPS Client Tool, follow these steps:

Login Step 1: On the ECMPS Client Tool Welcome Screen, click the Continue button.

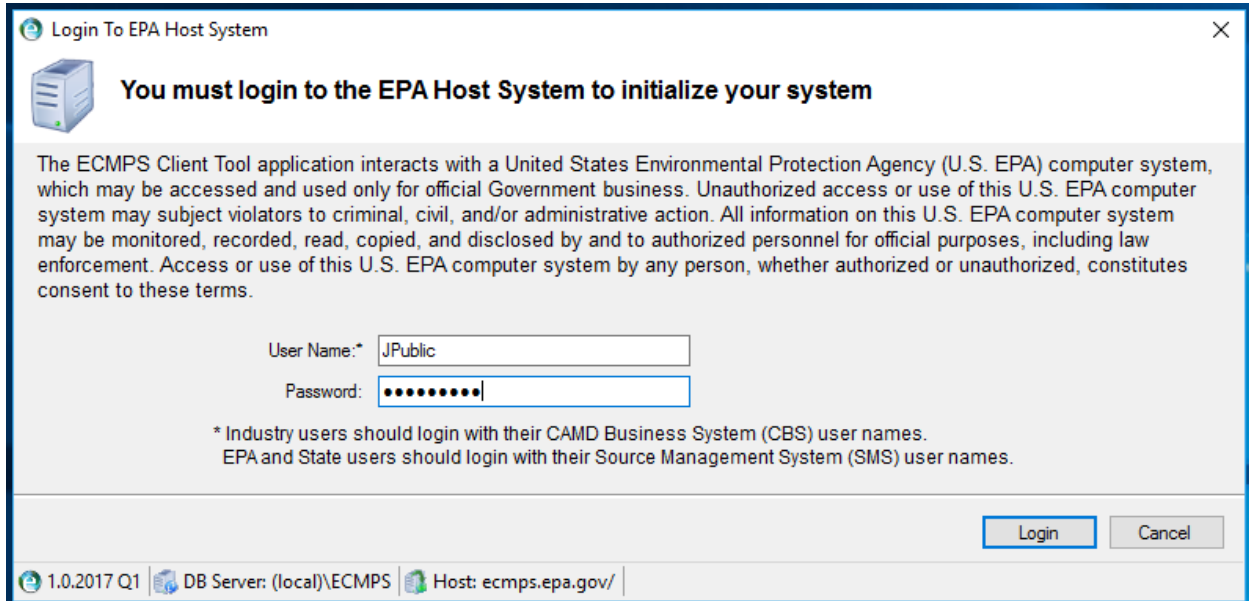


Login Step 2: Create a new user profile and click the OK button.

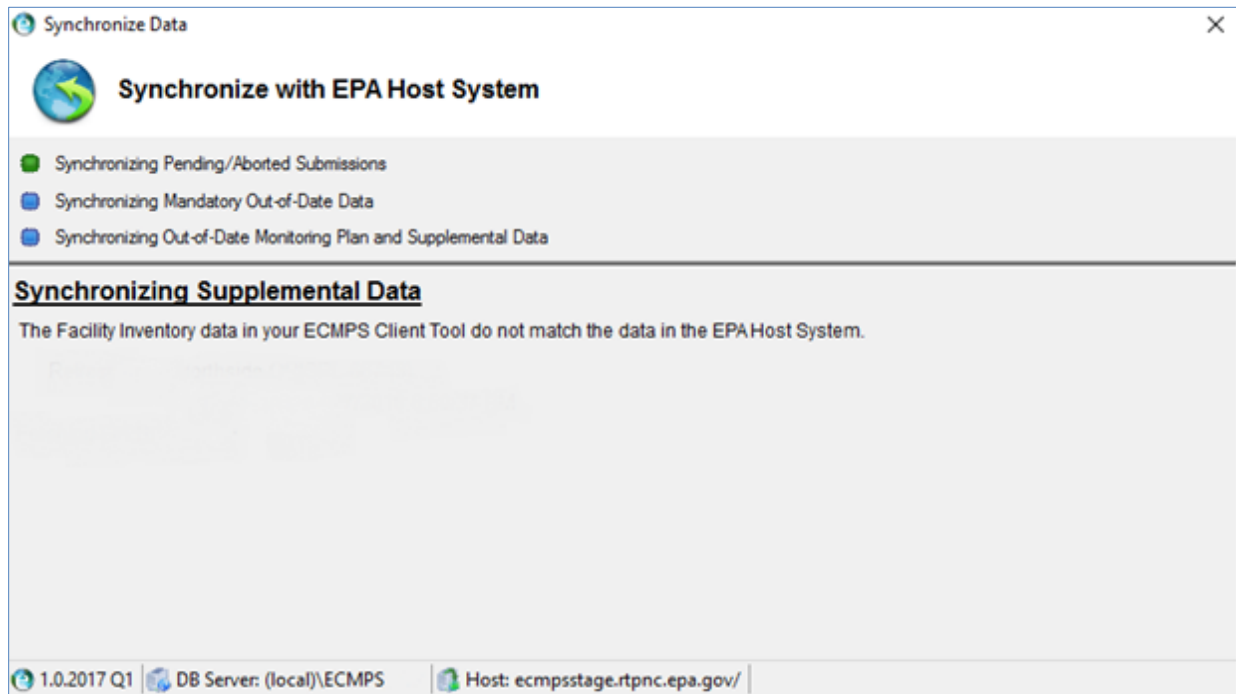
If you do not have a CBS user name and password, please contact Paula Branch (202) 343-9168 or Karen VanSickle (202) 343-9220 for assistance.



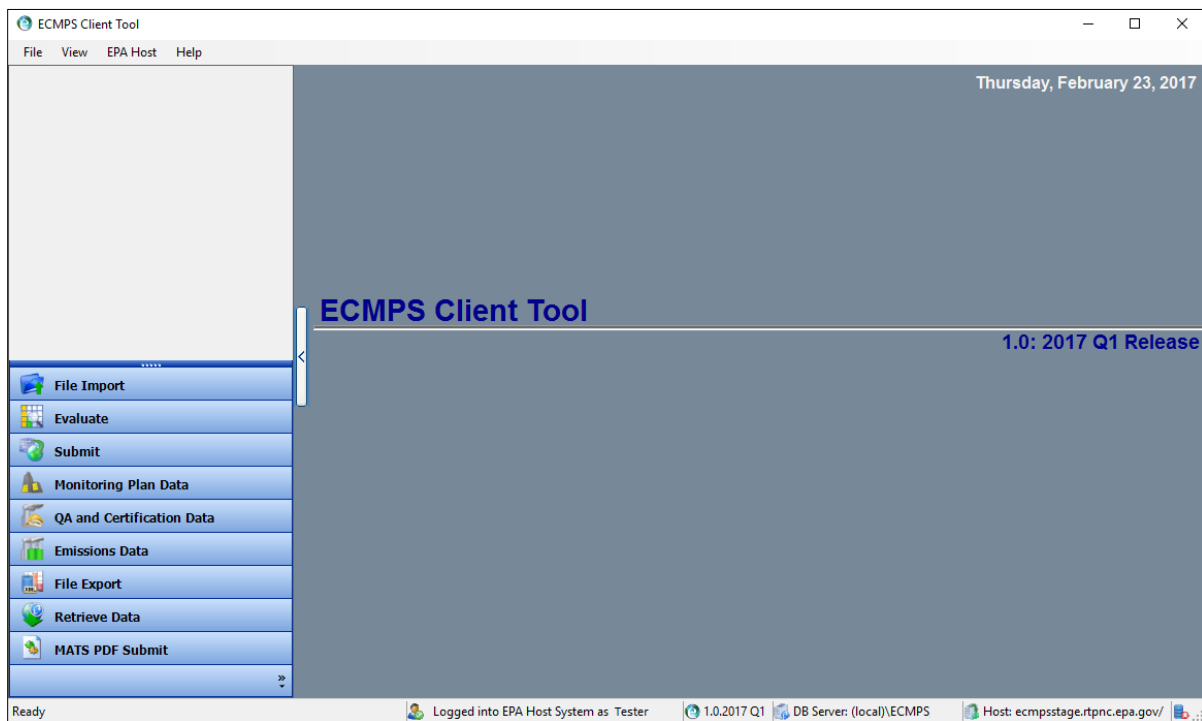
Login Step 3: Enter your password and click the Login button.



You will see the following screen. This screen displays status information on the login and synchronization processes, which may take several minutes to complete but will NOT require any action.



The ECMPS Client Tool home screen will display. You will now be logged into the Client Tool.



Installation Step 4: In your Web browser, navigate to the [ECMPS Support website](#).

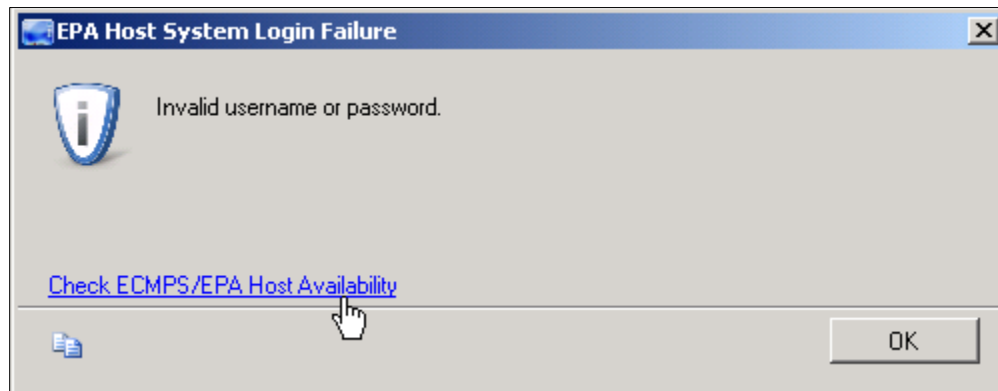
Resources you will find on the ECMPS Support website include:

- Release Notes
- FAQs
- Tutorials, including the "ECMPS Quick Start Guide"
- ECMPS News
- Reporting documentation
- Known Issues
- Requested Enhancements
- Client Tool Help file
- System Requirements
- Technical Support Contact Information

Login Troubleshooting:

Invalid User Name and Password

If you are unable to login to the EPA Host because of an invalid user name or password, check the EPA Host availability by clicking on the link in the error message that will appear.



The Check ECMPS/EPA Host Availability link takes the user to the ECMPS EPA Host System Status page. This page lists any known outages.

User name and password questions should be directed to Paula Branch (202) 343-9168 or Karen VanSickle (202) 343-9220.

CROMERR Subscriber Agreement

If you have not submitted a CROMERR subscriber agreement form, click the link in the message that will appear.

