

# QC\QA Package 2013

## Download and Installation Instructions

### Installing Version 11.00-04.04.13-Excel 2007/2010/2013 of the QC\QA Package

This version of the QC\QA Package will only work with  
*Microsoft Office Excel 2007, 2010 and 2013.*

If you are installing the QC\QA Package for the first time or doing a completely fresh install continue to Step 1. If you have already installed the QCQA Package 2013 and need to install an update then continue to Step 3

#### **Step 1: (Initial Download)**

Navigate to the Doing Business section on the Illinois Department of Transportation website. Then under Materials locate the QCQA Package link.

Direct Link: <http://www.dot.il.gov/QCQA/index.html>

Once on the QCQA Package web page click the "QCQA Package Downloads"  
Here you will find a directory list view click the "InitialInstall" link.

Google Chrome users click the "Installation.exe" link and choose *Save* when prompted. After the download is complete the Installation.exe file will be in your download toolbar located at the bottom of the Chrome window. (Ctrl+J will show the Downloads tab) Click the Installation.exe file this will unpack temporary files and start the Installation of the QCQA Package *continue to Step 2.*

Mozilla Firefox users click the "Installation.exe" link and choose *Save File* when prompted. After the download is complete the Installation.exe file will be in your download window. (Ctrl+J will show the window) Click the Installation.exe file this will unpack temporary files and start the Installation of the QCQA Package *continue to Step 2.*

Internet Explorer users click the "Installation.exe" link and choose *Run* when prompted. After the download is complete click *Run* again to unpack temporary files and start the Installation of the QCQA Package *continue to Step 2.*

#### **Step 2: (Initial Installation)**

On the Welcome screen of the QCQA Package Installer choose "Next >".  
Choose Destination Location either click "Next >" to install the QCQA Package to your C:\ Drive or change the "C" to your preferred drive. Destination Location box should look like this: C:\QCQA Package 2013

*\*Note the Package must be installed on a Root Drive i.e. "P", "Q", "J" ect.*

Keep Select Program Folder the same and click "Next >"

Program Icon Options is a choice of the user if you want a Desktop Icon (recommended) and Quick Launch keep the buttons clicked to Yes and click "Next >"

To start copying files click "Next >"

# QC\QA Package 2013

## Download and Installation Instructions

### **Step 3: (Updates Download)**

Navigate to the Doing Business section on the Illinois Department of Transportation website. Then under Materials locate the QCQA Package link.

Direct Link: <http://www.dot.il.gov/QCQA/index.html>

Once on the QCQA Package web page click the “QCQA Package Downloads” Here you will find a directory list view click the “Updates” link. If there is more than one Update listed then you must download and install each update sequentially in order for the QCQA Package to operate as designed. If you already have an update installed download the next corresponding Update.

*If you are uncertain what Update version you are running Open the QCQA Package and if it's not listed on the QCQA Testing Menu or you have opted to not show the Testing Menu you can hit the blue info button  and it will give you the running version.*

Google Chrome users click the “Update.exe” link and choose *Save* when prompted. After the download is complete the Installation.exe file will be in your download toolbar located at the bottom of the Chrome window. (Ctrl+J will show the Downloads tab) Click the Update.exe file this will unpack temporary files and start the Installation of the QCQA Package *continue to Step 2.*

Mozilla Firefox users click the “Update.exe” link and choose *Save File* when prompted. After the download is complete the Update.exe file will be in your download window. (Ctrl+J will show the window) Click the Update.exe file this will unpack temporary files and start the Installation of the QCQA Package *Continue to Step 2.*

Internet Explorer users click the “Update.exe” link and choose *Run* when prompted. After the download is complete click *Run* again to unpack temporary files and start the Installation of the QCQA Package *continue to Step 2.*

### **Step 4: (Updates Installation)**

On the Choose Destination Location screen either click “Next >” to install the QCQA Package to your C:\ Drive or change the “C” to where you previously installed the QCQA Package 2013

*\*Note the Package must be installed on a Root Drive i.e. “P”, “Q”, “J” ect.  
To start copying files click “Next >”*

# QC\QA Package 2013

## Download and Installation Instructions

### General Information

If you have been using previous versions of the program, you can Import you're your old 2012 Templates straight into the new QCQA Package 2013 from within the new "Tools Menu" tab on the Main Menu of the QCQA Package 2013. Please refer to **QCQAPackageImportTemplatesInstructions2013.doc** found in the Documents and Programs sub folder of the QCQA Package 2013 folder or here on the QCQA Package web page [Import Template Instructions](#)

**\*\* Optional \*\*** Also included in the QCQA Package 2013 is a program called TeamViewer this allows your computer issues to be easily diagnosed by the QCQA Package IT Specialist by seeing what is on your screen. You do not have to install it but if you have any issues the IT Specialist will ask that you install it before being able to troubleshoot. To install either Navigate to your QCQA Package 2013 folder then the Documents and Programs sub folder and run TeamViewerQS.exe. Or on the "Tools Menu" tab on the QCQA Main Menu click the button Install TeamViewer.