

Getting Started

1. What you will need:

- A. **Are You OK?®** software version 7.x (provided with purchase)
- B. Way2Call Hi-Phone Desktop (provided with purchase)
- C. Computer with a VIRGIN installation of Windows XP Professional with Service Pack 2 or 3 installed
- D. Properly installed sound card and speakers.
- E. A printer: preferably a laser printer installed to your local computer or network.
- F. A NIC (**Network Interface Card**) connected to your LAN (**Local Area Network**). This item is optional but necessary for efficient technical support. The **Are You OK?®** computer should have access to email.
- G. Telephone (provided with purchase).

2. Hardware installation.

Using the provided USB cable connect the Way2Call HiPhone Desktop to your computer's USB port.

3. Software Installation.

- A. If you are upgrading from a previous version of **Are You OK?®** (**version 5.x or lower**) to a new computer: copy the folder c:/ruok from your old computer to c:/ruok on your new computer. This will allow your current subscriber database to be captured by the new version of **Are You OK?®**. You may delete this folder (c:/ruok) after you have completed the installation and verified the presence of your subscriber data in the new version.
- B. Install the Way2Call Hi-Phone Desktop drivers located on the CD provided with the unit – restart the computer (be sure that the device is properly connected..
- C. Install the **Are You OK?®** Software by inserting the installation CD into your CD ROM drive. The installation program should start automatically.
 - a. Select Dialer and Administration.
 - b. Enter your 3-digit area code when prompted.
 - c. Complete the configuration screen.

- i. **First line:** select the Hi-Phone Desktop from the drop down list.
- ii. **Second line:** select the Hi-Phone Desktop from the drop down list.
- iii. **Third line:** select the Hi-Phone Desktop from the drop down list.
- iv. **Fourth line:** select the Hi-Phone Desktop from the drop down list.
- v. **Fifth line:** select the printer you wish to use on week days.
- vi. **Sixth line:** Select the printer you wish to use on week-ends; this may be the same printer as selected for the fifth line.

4. What now?

- A. You will see two new icons on your desktop:
 - a. RUOK dialer. The dialer will also appear in your system tray as it will automatically start when you boot up your computer. This program is designed to run 24/7 and should not ever be shut down unless you are working in message management or otherwise instructed to do so. To avoid memory leak problems, your computer should be shut down and restarted at least once a week.
 - b. RUOK Administration. This is the program that you use to maintain your subscriber database.
- B. Manual. A printable manual may be downloaded from our website (www.ruok.com) under help topics.
- C. Getting Help. The fastest way to get help for the **Are You OK?®** Program is by email. Send your questions to beta@ruok.com. Be sure to include your version number with your help request.

5. Windows Settings:

- A. Click on **Start**.
- B. Click on **Control Panel**.
- C. Click on **Sounds, Speech, and Audio Devices**.
- D. Click on **Change the sound scheme**.
- E. Click on the **Audio** tab.
- F. In the **Sound Recording** box select the Hi-Phone Desktop.
- G. Click on **Apply**.
- H. Click on **OK**.