Disclaimer:

It is your responsibility to keep data safe. A hacker could use this tool to reset the users account and create one for themselves to access personal information in the Abstract Plus database. Please destroy this tool or keep it in safe place after you use it.

Abstract Plus Maintenance tool can be used for the following tasks:

- A] Reset all users in the Abstract Plus
- B] Export Doctors' Query and Hospital Code data

Download the Abstract Plus Maintenance tool:

- 1. Create a temporary folder on your computer to which you will download the tool.
- 2. Go to the PCR Website using the link below. You can also cut and paste or directly type the link in the address field of your Internet browser.

http://www.health.pa.gov/MyRecords/Registries/Cancer/Pages/CancerRegistry.aspx#.VbDZGL_D_X4

- 3. Click on Hospital Reporting.
- 4. Scroll down to the section titled Abstract Plus V15.0
- 5. Download the .zip file **AbstractPlusMaintenance.zip** to the temporary folder and unzip the file. This can be done by right clicking on the heading 'Abstract Plus Maintenance Tool Download' and select 'Save Target As'. Under 'Save in:', select the location of the temporary folder you created above in step 1 and then click on the 'Save' button. After download is complete, go to the temporary folder and unzip the file. There will be one file: AbstractPlusMaintenance.exe
- A. Reset users'accounts
 - 1. Double click on AbstractPlusMaintenance.exe to open Tool
 - 2. Your will see the following User Interface



3. Click on Task and choose "Reset Users"

ng Reset Users	×
Database Location C\RegPlus\AbstractPlus\MDBS\AbsPlus mdb	Browse
For Abstract Plus 3.3 Reset All User	
Note:	ioking on
 (1) In AbsPrus mobiline is located other than suggested database-location above, please locate it by ch browse button. (2) This tool allows you to reset (delete) all users' accounts from Abstract Plus. After you reset, you will user account using default user name and password. Please refer to Abstract Plus Installation guide pr Abstract Plus install. 	have to create rovided with
	Close

- 4. If your Microsoft Access database is located other than default location, please click on "Browse" button and locate. (Default location is C:\RegPlus\AbstractPlus)
- 5. Click on "Reset All Users" button.
- 6. You will be warned



Warning

This tool allows you to reset (delete) all users' accounts from Abstract Plus. After you reset, you will have to create each user's account. Please refer to Abstract Plus Installation guide for detail on "How to create Account".

 Click on "Yes" to reset all users' accounts. You will be asked for password. The password is <u>Possw@rd</u>. Password is case sensetive



8. You will be notified once reset gets completed



9. You may close the Maintenance Tool

- B. Exporting Doctors' Query, or Hospital Code data
- 1. Select "Export Data" from Task menu
- 2. You will see the following dialog box

🖳 Export Data	×
Exporting Data from Doctor Query adn Hospital Code Table	
Specify the Source Custom.mdb file	
c:\RegPlus\AbstractPlus\MDBS\Custom.mdb	Browse
Export Data	
Export Doctors' Query Data	Export Hospital Code Data
	Close

- 3. Click on "Export Doctors' Query Data" or "Export Hospital Code Data"
- 4. You may be asked for password. It is Possw@rd

AbstractPlusMaintenance	×
Enter the Abstract Plus Maintenance Tool password:	OK Cancel

5. You will see confirmation dialog box as below

Exporting Doctor Query Data as est me	5
System is trying to export all DoctorQuery data into CSV File.	
This Process may take several minutes.	
Would you like to proceed?	
Yes <u>N</u> o	

- 6. Click "Yes" to confirm
- 7. You will be prompt to specify location for the file

Save As				
Save in:	L Exports	•	▼ ③ Ø Ø	
e.	Name	~	Date modified	
Recent Places		No items match your sea	arch.	
Desktop				
Libraries				
Computer				
	4			
Network	File name:	HospCodes_8253.csv	✓ Save	
	Save as type:	CSV Files (*.csv)	 Cancel 	

- 8. Click on "Save" if you like use suggested file name. Otherwise you may change
- 9. Please check the location where you saved the file

