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## Setup Information for Microsoft Project 98

Use the information in this document for setting up Microsoft Project 98, including setting up Microsoft Project in a networked environment.

Before installing Microsoft Project as a stand-alone installation or on a network, read the License Agreement and complete the Registration Card. Reading and complying with the License Agreement ensures that you're operating Microsoft Project legally. Returning your completed Registration Card guarantees that you can receive phone support and product update information.

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### ***General Setup Considerations***

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Microsoft Project 98 requires Microsoft Windows 95 (or later), Microsoft Windows NT 3.51 with Service Pack 5, or Microsoft Windows NT 4.0 with Service Pack 2 (or later).

If you're installing Microsoft Project 98 onto a computer that contains Microsoft Project 4.0 or 4.1, and if a Global.mpt file exists on that computer, the file will be automatically renamed to Global40.mpt so that Setup can install the Global.mpt from Microsoft Project 98. When Microsoft Project is run for the first time, you will be given the option of having any user-defined macros and other customizations in Global40.mpt merged into the new Global.mpt.

When you install Microsoft Project 98, only a link to the Setup program will be installed on your hard disk. If you need to run Setup to add or remove components, reinstall the program, and so on, you need access to the CD or network installation point.

New shared components of Microsoft Project 98 will be installed in the folder \Program Files\Common Files\Microsoft Shared. If you already have some shared components, from an earlier version of Microsoft Project or a version of Microsoft Office earlier than Office 97, the Setup program will leave the old files in the \Windows\Msapps folder and install the Microsoft Project 98 shared files to the new location.

If you're installing Microsoft Project 98 on Windows NT 4.0, you need to obtain the updated files found in Service Pack 2 (or later), a cumulative build of all fixes to Windows NT Workstation and Windows NT Server 4.0. Because of its large size (14.8 MB), the self-extracting file for the x86 version of Service Pack 2 is only available on Microsoft's World Wide Web and FTP sites.

For World Wide Web access:

1. Connect to [http://www.microsoft.com/isapi/support/bldqpage.idc?ProductPage=q\\_servpk](http://www.microsoft.com/isapi/support/bldqpage.idc?ProductPage=q_servpk)

2. Follow the instructions at the top of the page.

For Internet FTP access:

1. ftp ftp.microsoft.com (198.105.232.1)
2. logon anonymous
3. cd bussys\winnt\winnt-public\fixes\usa\nt40\ussp2\i386
4. bin
5. get SP2\_400I.EXE

If you do not have access to the electronic services described above, you can order Service Pack 2 (x86-based computers only) on CD for \$14.95 from the Microsoft Supplemental Parts Department at (800) 360-7561.

If you're installing Microsoft Project 98 on Windows NT 3.51, you need to obtain the updated files found in Service Pack 5, a cumulative build of all fixes to Windows NT Workstation and Windows NT Server 3.51. Because of its large size (12.4 MB), the self-extracting file for the x86 version of Service Pack 5 is only available on Microsoft's World Wide Web and FTP sites.

For World Wide Web access:

1. Connect to [http://www.microsoft.com/isapi/support/bldqpage.idc?ProductPage=q\\_servpk](http://www.microsoft.com/isapi/support/bldqpage.idc?ProductPage=q_servpk)
2. Follow the instructions at the top of the page.

For Internet FTP access:

1. ftp ftp.microsoft.com (198.105.232.1)
2. logon anonymous
3. cd bussys\winnt\winnt-public\fixes\usa\nt351\ussp5\i386
4. bin
5. get SP5\_351I.EXE

### ***Disk Space Requirements***

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Microsoft Project 98 has the following disk space requirements based on the type of installation chosen:

Typical	Minimal	Complete	Workstation	Administrative
21.0	18.4	34.7	15.1	70.6

All numbers are in megabytes (1 MB = 1,024K).

These numbers represent the maximum amount that will be installed. Many of the required files may already reside on the system from an installation of Microsoft Office 97.

### ***Set Up Microsoft Project on a Network***

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Once Microsoft Project 98 is installed on a network server, users connected to the network can create new projects and revise existing projects. Working with Microsoft Project installed on a network is as easy as working with it on your own computer, with a number of additional advantages:

- \* Many users have easy access to the same project.
- \* Physical separation is unimportant because you share files electronically.
- \* The majority of the program files for Microsoft Project will be kept in one central location, not on each user's machine.

Installing Microsoft Project on a network is a two-step process:

1. The administrator creates the administrative installation point by running Setup in Administrative mode.
2. The users install Microsoft Project by running Setup from the administrative installation point.

The same Setup.exe is used for each of these steps, although in two different modes. To avoid confusion in the following discussion, these two modes will be referred to as follows:

- \* **Administrative Setup.** To create the administrative installation point, you run Setup.exe from the CD with the /A command line option.
- \* **Client Setup.** To perform a client installation, a user runs Setup.exe as usual from the administrative installation point, without the /A command line option.

#### *Run the Administrative Setup*

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You need to run Administrative Setup under Windows 95 (or later), Windows NT 3.51 Workstation (or later), or Windows NT Advanced Server 3.51 (or later). If you're running Windows NT Advanced Server, you must direct the Administrative Setup to a different server location. Do not run an Administrative Setup from a Windows NT Advanced Server machine to the same machine.

The administrative installation point must have at least 72 MB of disk space, and you (the administrator) must have read, write, delete, and create permission to this location. If your users will be running in a shared Windows environment, you need to run Setup in that same environment. You will also need write and create permissions to the Windows folders.

Using the administrative mode of Setup, install all of the Microsoft Project files from the CD to the administrative installation point. This consists of two primary folders that will be created by Setup:

- \* \MSOffice. The main Microsoft Project program files will be installed in this folder.
- \* \Msapps. Shared components, such as MS Info and the spell checking files, will be installed in this folder.

Before doing the administrative installation of Microsoft Project, be sure that:

- \* Destination folders are empty or do not exist; Setup will automatically create the folders if they do not exist. If a previous version of Microsoft Project exists, delete all of it. (Setup will not install to a folder that already contains files.)
- \* Folders are locked to network user access during administrative installation.
- \* Virus detection software is disabled.

To install Microsoft Project on the administrative installation point:

1. Run Setup.exe from the CD with the /A command line option: "setup /a".

**Note** Double-clicking Setup.exe in File Manager (Windows NT 3.51) or Explorer (Windows 95 or Windows NT 4.0) will not work. You need to use the **Run** command on the **File** menu of Program Manager or File Manager (Windows NT 3.51) or the **Run** command on the **Start** menu (Windows 95 or Windows NT 4.0) to use the command line option /A. This can also be performed from an MS-DOS window. If you double-click Setup.exe, it will perform a client installation.

2. Follow the instructions on the screen.

## Notes

- \* The organization name you enter will be used for all client installations of Microsoft Project from this network location.
- \* When asked for the server and path for the shared programs folder, enter the name in the same way that users will specify it when installing Microsoft Project. You can specify whether the server will be accessed by users with a drive letter (for example, G:\) or a UNC path (for example, \\server\share). If you select a drive letter, users installing Microsoft Project will need to have that same drive letter mapped to this folder before running Client Setup.
- \* When Setup asks where you want the shared program files installed, the option you select controls the choices your users will have during Client Setup:

Server	The shared program files will remain on the server and run remotely; the user won't get a choice during Client Setup.
Local Hard Drive	The shared program files will be copied to the user's local hard drive; the user won't get a choice during Client Setup.
User's Choice	The user will be asked to choose Server or Local Hard Drive during Client Setup.

- \* Setup then copies all files from the CD to the administrative installation point.
- \* After the installation is complete, share the two folders (\MSOffice and \MSApps) on the network, either creating a single share that contains both folders or creating two separate shares, one for each folder.

### *Run the Client Installation*

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**Note** Microsoft Project will not work properly when running from a Novell network server if the computer trying to run Microsoft Project does not have a local hard drive.

To install Microsoft Project on the client computers, users will need to:

1. Connect to the main Microsoft Project folder on the administrative installation point for Setup, making sure that users have the same share rights that they will have when they run Microsoft Project.
2. Run Setup.exe.

When users run Client Setup from this administrative installation point, they will see the Run from Network Server option in addition to the other installation options. If a user selects this option, the main Microsoft Project program files are left on the server and run remotely.

When using the Run from Network Server option, the installation folder chosen during setup will only contain two files. The first file is Custom.dic, unless it already exists in another location on the hard drive. This file contains any user-specified terms that should be recognized as acceptable during a spelling check. The second file is Global.mpt, which contains the Microsoft Project default settings. The user should have read/write access to this file.

It is recommended that users have a read-only connection to the Microsoft Project folder on the server when they are running Setup and also when they are running the programs after a Run from Network Server installation.

### *Run the Client Installation in Batch Mode*

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You can create an installation script to control how Setup installs Microsoft Project, so that workstation users can run Setup unattended. With a script, you can:

- \* Perform a complete installation automatically, without input from the user.
- \* Control which type of installation (Typical, Custom, or Workstation) you want Setup to perform.
- \* Specify the folder in which to install Microsoft Project.
- \* Ensure that all installations in a workgroup are the same.

To create a custom installation, follow these steps.

1. You must install Microsoft Project on your network file server. See the previous section, "Set Up Microsoft Project on a Network" (this refers to running Setup.exe with the /A command line option: "setup /a").
2. If you want to use the default setup options that Microsoft Project defines, you can use the following command lines to access the various options:

Typical*	setup /Q1 /B1
Complete*	setup /Q1 /B3
Workstation	setup /Q1 /B4
Uninstall	setup /Q1 /U

\* By default, the Typical and Complete options will install exactly the same files. Continue with the next steps to choose what is installed and to select an installation location.

3. To change the default installation options, copy the Prj98.stf file into the folder in which you installed Microsoft Project, and then rename the copy of Prj98.stf to Prj98stf.bak to preserve the original installation options. If the STF file is not backed up, and the modified STF file does not work properly, the Administrative Mode setup will need to be run again to get a working copy of this file.
4. Open Prj98.stf in any spreadsheet program, word processor, or text editor. It is easiest to work with the file in a spreadsheet program, such as Microsoft Excel.
5. The lines in the STF file that control which options are installed during setup start at line 64 of the STF file (counting down from the top). This line is designated by ObjID 33, which is in the first column. The ObjID lines from 33 through 117 control each of the various components of Microsoft Project.

Type **Yes** or **No** in the **Checkbox** column (column 2) of the STF file for those options that you do or do not want installed. Do not change ObjID lines 34, 36–48, 67, 71–100, or 108.

**Note** To ensure that Setup works properly, do not edit any other part of the Prj98.stf file. If the initial value in a field is empty, do not edit the field. If you're using a text editor, do not delete the tab characters that separate columns.

6. To change the folder where Microsoft Project and Microsoft Office components will be installed, replace the text "%p\MSSOffice"<%p\Microsoft Office>,,,176,,yes,3 4 (where the %p represents \ Program Files) that is located at line 25, designated by ObjId 1. A typical change would look like this:

Original:	"%p\MSSOffice"<%p\Microsoft Office>,,,176,,yes,3 4
Modified:	"%p\Office97\Proj98"<%p\Microsoft Office 97\Project 98>,,,176,,yes,3 4

Do not change any other information in these rows.

7. Save the file in tab-delimited, text-only format.
8. Run Setup with the following command line:

setup.exe /q

There are other switches available that you can use along with the "/q" switch:

"/n" - username. This is used to force the user name; for example: /n "Bill Jones"

"/t" - tablename. This is used to substitute the name of the new script for tablename; for example: /t Batch.stf

### ***Installation Issues***

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#### ***Install Microsoft Project in Shared Windows for the First Time***

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The first time Microsoft Project is installed to a user's computer in a shared Windows environment, Setup will attempt to copy a few of the Microsoft Project files into the shared Windows folder. Although users normally have read-only access to the shared Windows folder, the first client installation of Microsoft Project requires write access to copy these files.

After the first installation is completed, the user's access rights to the shared Windows folder can be set back to read-only. Subsequent users installing Microsoft Project only need read-only access to the Windows folder because the needed files will already be present and Setup won't attempt to copy them again.

#### ***Install Microsoft Project when Microsoft Office is Shared***

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If Microsoft Project is being installed to a machine that is running Microsoft Office from a shared network location, the first user installation must have write access to the Microsoft Office folder. Microsoft Project shares some common files with Microsoft Office and Setup must be able to write any necessary files to the Microsoft Office folder.

After the first installation is completed, the user's access rights to the Microsoft Office folder can be set back to read-only. Subsequent users installing Microsoft Project need only read-only access to the Windows folder because the needed files will already be present and Setup won't attempt to copy them again.

#### ***Install the Workgroup Message Handler***

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The Workgroup Message Handler in Microsoft Project is responsible for formatting, retrieving, and sending information to and from resources that are working on a project. If you have installed Microsoft Project on your computer, then you already have the Workgroup Message Handler. Every resource that will be receiving workgroup messages must also have the Workgroup Message Handler installed on their computer.

The Workgroup Message Handler in Microsoft Project 98 supports the following mail systems:

- \* Microsoft Exchange running on Windows 95 and Windows NT.
- \* Microsoft Mail for Windows NT.
- \* Lotus cc:Mail 7.0 for Windows 95 and Windows NT.
- \* Lotus Notes 4.5a for Windows 95 and Windows NT.

**Note** The message handler cannot work with Microsoft Mail running under Windows 95. Users in this situation must update their mail system to use Microsoft Exchange that ships with Windows 95 or Windows NT 4.0 for the Workgroup Message Handler to function properly. For more information about installing Microsoft Exchange for use with a Microsoft Mail post office, see your Windows 95 documentation.

If the originator (manager) who uses Microsoft Project and sends the workgroup messages is using Microsoft Project 98, then all resources must run the Workgroup Message Handler setup program to be able to respond to those workgroup messages.

All resources should run the WGsetup.exe program to install the Workgroup Message Handler. This program is available from the WGsetup folder of the Microsoft Project CD. You can make the Workgroup Message Handler Setup program available to resources in two ways:

- \* Copy the entire WGsetup folder from your Microsoft Project 98 CD to a network location and ask your resources to run WGsetup.exe from the network.
- \* Copy the files from the WGsetup folder of your Microsoft Project 98 CD to two floppy disks. Copy the following files to disk 1:  
Extract.exe, Prj98\_1.cab, Setup.ini, WGsetup.exe, WGsetup.inf, WGsetup.lst, and WGsetup.stf.

Copy the following file to disk 2: Prj98\_2.cab.

After you have copied all files to the floppy disks, send your resources these two disks and ask them to run WGsetup.exe from disk 1.