
EMS Kiosk Installation Instructions

EMS Workplace 6.0/7.0

EMS Campus 3.0/4.0

EMS Enterprise 6.0/7.0

EMS Legal 6.0/7.0

EMS District 6.0/7.0

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Introduction

Run on a touch-screen display unit, the EMS Kiosk is a powerful yet easy-to-use digital room sign and interactive tool for reviewing room availability, booking space, searching for a meeting location and more. Mount the unit outside a room and/or make an EMS Kiosk available in a lobby or entryway. Pair with the optional Floor Plan module and give users an added measure of convenience as they see reserved/available space on a facility diagram, making it even easier to find a meeting or a place to hold one.

This document lists the steps you must take to install the EMS Kiosk. You must be licensed for this optional component. If you are unsure if your organization is licensed for the EMS Kiosk, or if you would like to learn more about it, please contact your Account Executive.

Please see the *Floor Plan Module Installation Instructions* for information on how to install the optional Floor Plan module.

Customer Support

Unlimited toll-free customer support is available to EMS users who have a current Annual Service Agreement (ASA). If you are unable to resolve a problem or answer a question by reading the EMS documentation, contact us at:

Email:	support@dea.com
Web:	www.dea.com
Phone:	(800) 288-4565
Fax:	(303) 796-7429

Hardware and Software Requirements

The system requirements for the EMS Kiosk are similar to the Virtual EMS requirements. System requirements can be found on our [website](#).

Obtaining the Latest Release of the EMS Kiosk

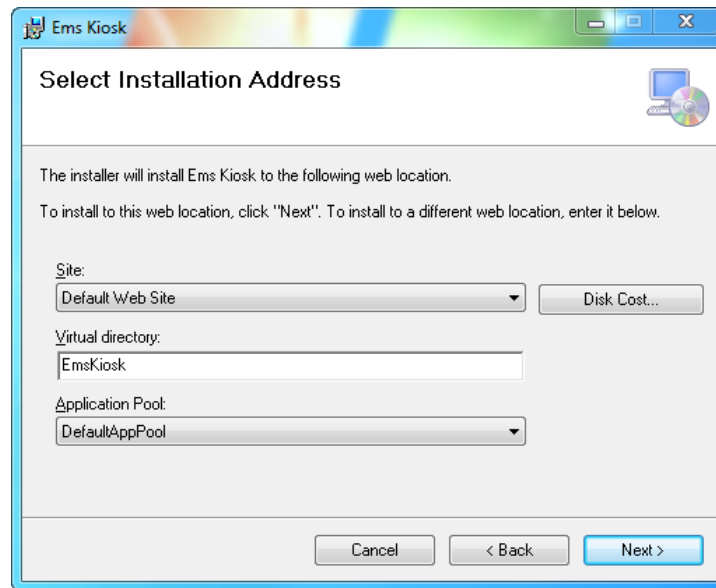
The latest release of the EMS Kiosk can be downloaded from the online Support Center.

1. Go to www.dea.com and enter your Email Address and Password in the Support Center area.
2. Click the [Software downloads](#) link.
3. Download **EMS Kiosk (EMSKiosk.msi)**. Required for both first time installations and upgrades.

Installing/Upgrading the EMS Kiosk

Important: Before beginning the installation process, please do the following:

- Install or upgrade your EMS databases as outlined in the *EMS Installation Instructions*.
 - Manually **uninstall** any previous versions of the EMS Kiosk on your web server.
1. Verify that the prerequisite software has been installed.
 2. Download the **EMSKiosk.msi** file onto the web server that will be running the EMS Kiosk.
 3. Run **EMSKiosk.msi**.
 4. The first screen welcomes you to the EMS Kiosk Setup Wizard. Click **Next >** to begin the installation process. The *Select Installation Address* screen will appear.



5. Select the Site, Virtual Directory and Application Pool. It is recommended that you keep the default settings. The installation process will create a Physical and Virtual directory on your web server named “EMSKiosk” (or whatever value you entered in the Virtual Directory field.) Click **Next >**.

Note: The EMS Kiosk should not be installed in the same physical directory as other EMS web-based products OR under a site running another version of the EMS Kiosk.

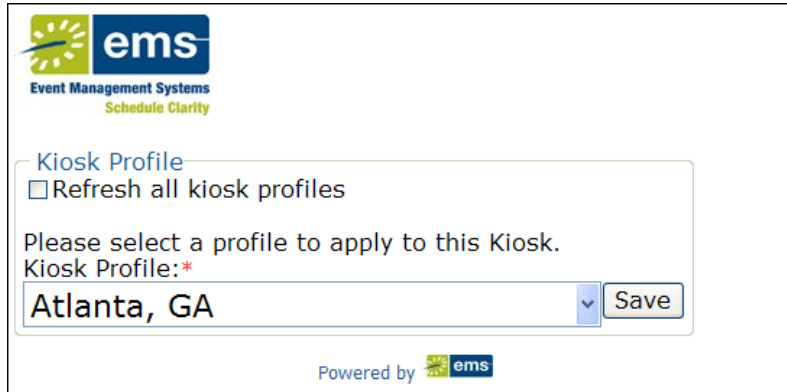
6. The *Confirm Installation* screen will appear. Click **Next >** to install the EMS Kiosk
7. The *Installation Complete* screen will appear. Click **Close**.

Starting the EMS Kiosk

1. The first time you access the EMS Kiosk on a PC, you will be redirected to the config.aspx.page ([http://\[ServerName\]/EMSKiosk/config.aspx](http://[ServerName]/EMSKiosk/config.aspx)) to enter your **Database Info**. Enter your EMS SQL **Server** name and **Database**. Click **Verify Server**.

2. The **Kiosk Profile** section will appear. Select a **Kiosk Profile** for this Kiosk and click **Save**.

Note: Kiosk Profiles are configured within the EMS client application. Instructions can be found in the *EMS Setup Guide*.



The screenshot shows the EMS Kiosk Profile configuration interface. At the top left is the EMS logo with the text "Event Management Systems" and "Schedule Clarity". Below the logo is a section titled "Kiosk Profile" with a checkbox labeled "Refresh all kiosk profiles". Below this is a text prompt: "Please select a profile to apply to this Kiosk." followed by a label "Kiosk Profile:" with a red asterisk. A dropdown menu is open, showing "Atlanta, GA" as the selected option. To the right of the dropdown is a "Save" button. At the bottom right of the interface is the text "Powered by" followed by the EMS logo.