

Document V1.0 by Prapass Wannapinij/9 Mar 2020


1. Prerequisite







- Microsoft Window 10 computer
- Microsoft Access 2013 or higher (Support both 32bits and 64 bits version)

2. Installation

- 2.1. ACORN LIMs database file should be already including in "ACORN-App" folder which should be installed at "C:\ACORN-App\" on ACORN's Microsoft Window 10 computer.
- 2.2. If you are using MS-Access 32 bits, please create short cut on your computer as "ACORN LIMs" and point to "C:\ACORN-App\ ACORNLIMS_GUI.accde"
- 2.3. If you are using MS-Access 64 bits, please create short cut on your computer as "ACORN LIMs" and point to "C:\ACORN-App\ ACORNLIMS_GUI64.accde"

3. Basic configuration setting

- 3.1. Double click on “ACORN LIMS shortcut”, the login screen will appear.
- 3.2. Enter “Admin” for user and “1234567” for password.
- 3.3. **Change “Admin” user’s password.**
 - 3.3.1. Click on  button at the top of the screen to display “Change password” screen.
 - 3.3.2. On “Change password” please change default password “1234567” of admin user and click on “save” button
- 3.4. **Set administrative divisions (Province, district, sub district etc.)**
 - 3.4.1. Click on “Admin” button and select “Configuration” tab.

ACORN Microbiology Lab Database User: admin      

Administration

Audit Trail User Management Configuration Lookup Data Specimen Type Organisms Antibiotic & ETEST Organisms Test Pattern Province District Commune Import Address Import Organism Antibiotic

Any configuration changes will only effective after close application and open application again

Configuration name	Value	Description:
Inputvalidation_msg_PatientID_03		Input validation text message setting for enter patientID_03 if blank mean no setting
Inputvalidation_msg_PatientID_04		Input validation text message setting for enter patientID_04 if blank mean no setting
Inputvalidation_msg_PatientID_05		Input validation text message setting for enter patientID_05 if blank mean no setting
Inputvalidation_msg_specimen_number		Input validation text message setting for specimen number if blank mean no setting
Inputvalidation_PatientID_01		Input validation rule setting for enter patientID_01 if blank mean no setting
Inputvalidation_PatientID_02		Input validation rule setting for enter patientID_02 if blank mean no setting
Inputvalidation_PatientID_03		Input validation rule setting for enter patientID_03 if blank mean no setting
Inputvalidation_PatientID_04		Input validation rule setting for enter patientID_04 if blank mean no setting
Inputvalidation_PatientID_05		Input validation rule setting for enter patientID_05 if blank mean no setting
Inputvalidation_specimen_number		Input validation rule setting for enter specimen number if blank mean no setting
LOG_PURGE_DAY	7	Number of days the log will be kept before purged (delete)
mainhospital	Main hospital	Patient_location lookup value that use in workload,MMS report to display more detail
PatientID_01	HN	Location of patient for if tbl_patient.PatientID_01 (To make patientID_01 dynamic by sites)
PatientID_02	Citizen ID	Location of patient for if tbl_patient.PatientID_02 (To make patientID_02 dynamic by sites)
PatientID_03		Location of patient for if tbl_patient.PatientID_03 (To make patientID_03 dynamic by sites)
PatientID_04		Location of patient for if tbl_patient.PatientID_04 (To make patientID_04 dynamic by sites)
PatientID_05		Location of patient for if tbl_patient.PatientID_05 (To make patientID_05 dynamic by sites)
PDFReportDir	C:\Temp\	Folder which the print to PDF will save the PDF file to
RBC_X	5	Multipier for multiple RBC count value for display in CSF report
Report_Footer		Appear at the end of microbiology report
Report_Pagefooter	If you would like to discuss the result or treatment, please call the Microbiology Department	Appear as microbiology report page footer
Report_Title	Main hospital	Title of all report appear above report name
RPT_printdetailgramstain	1	0 = No, 1 = Yes
SPECNUM_FORMAT	Tzi	S= SITE_CHAR, FORSPECIMENNUM in Site table, T=SPECIMEN Type, G=Gender, L=patient location code

- 3.4.2. ACORN support up to 4 level of administrative divisions. Administrative divisions will be differ between country for example Thai have 4 level of administrative divisions (1st level is province, 2nd level is district, 3rd level is sub district, 4th level is Mooban) while Laos have 3 level of administrative divisions (1st level is province, 2nd level is district, 3rd level is village)
- 3.4.3. **To set administrative divisions** change the configuration’s value of
 - ADDR1_LABEL set to 1st level administrative divisions (For example “Province”)
 - ADDR2_LABEL set to 2nd level administrative divisions (For example “District”)

- ADDR3_LABEL set to 3rd level administrative divisions (For example “Sub District”) or leave blank if only 2 administrative divisions for your country.
- ADDR4_LABEL set to 4th level administrative divisions (For example “Mooban”) or leave blank if only 3 administrative divisions for your country

3.4.4. Close LIMs and re-login with admin user and password.

3.5. Load administrative divisions master data

- 3.5.1. You should already prepare data of all administrative divisions in a template file (C:\ACORN-App\ACORNLIMS_MAS_ADDR_TEMPLATE.xlsx) provided.
- 3.5.2. The following is example of prepared data in template file (ACORNLIMS_MAS_ADDR_TEMPLATE.xlsx) for Laos

	A	B	C	D	E	F	G	H
1	ADDR1_Code	ADDR1_Name	ADDR2_Code	ADDR2_Name	ADDR3_Code	ADDR3_Name	ADDR4_Code	ADDR4_Name
2	100	Vientiane Capital	106	Xaythany	106081	Houakhoua		
3	100	Vientiane Capital	107	Hadxayfong	107056	Simmano-Tai		
4	100	Vientiane Capital	106	Xaythany	106069	Somsamai		
5	100	Vientiane Capital	106	Xaythany	106079	Nakhanthoung		
6	100	Vientiane Capital	106	Xaythany	106062	Phongam-1		
7	100	Vientiane Capital	106	Xaythany	106080	Huana		
8	100	Vientiane Capital	106	Xaythany	106078	Nakhay		
9	100	Vientiane Capital	106	Xaythany	106068	Sen-Oudom		
10	100	Vientiane Capital	106	Xaythany	106067	Pakxap-Mai		
11	100	Vientiane Capital	106	Xaythany	106066	Pakxap-Kao		
12	100	Vientiane Capital	106	Xaythany	106065	Naphok		
13	100	Vientiane Capital	106	Xaythany	106063	Thadindeng-Nua		

3.5.3. Click on “Admin” button and select “Import address” tab.

ACORN Microbiology Lab Database User: admin

Administration

Audit Trail User Management Configuration Lookup Data Specimen Type Organisms Antibiotic & ETEST Organisms Test Pattern Province District Commune Import Address Import Organism Antibiotic

Address File

Load Address Master data for validation

Note : Old address master data will be replaced with record in the address file. However, to maintain data integrity, the following action will be taken

1. It is advised to backup the database before import and all user must logged off.
2. Any address master data associated with patient information will not be replaced. (Checking by Address code : ADDR1_code - ADDR4_code). New master data will be ignored (Warning message will appear during validation)
3. Data import will not be done if the following validation error occur.
 - Duplicate Address code : ADDR1_code - ADDR4_code
 - Possible that address code in lower level belong to more than 1 higher level

Validation result

Import Address Master data

3.5.4. Click on and browse for prepared data file.

3.5.5. Click on “Load address master data for validation” this will load the prepared data file into temp table. The loaded data will be validated (See note on the “Import Address” tab screen for more information)

3.5.6. Check for any error or warning in validation result text box.

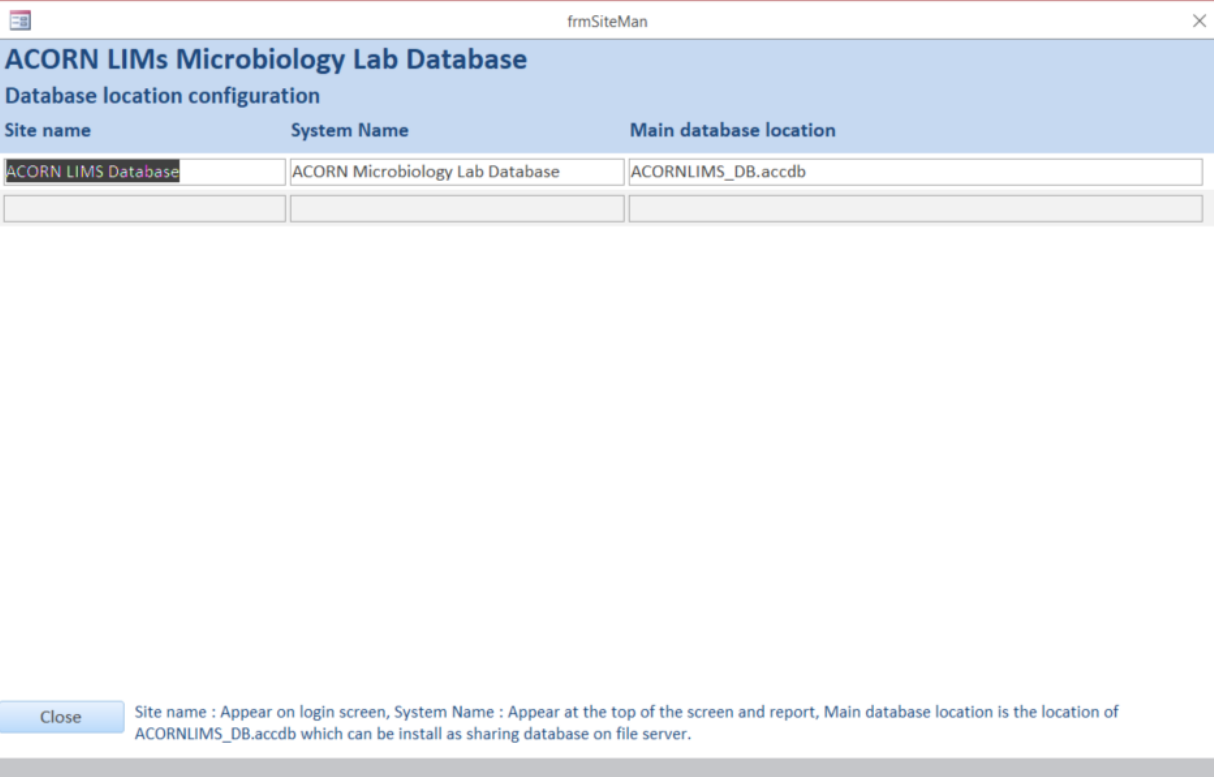
3.5.7. If everything is ok, click on “Import address master data”

3.5.8. The prepared data will be loaded into database.

- 3.5.9. On administration screen, You can still manage (add/edit/delete) administrative divisions via tab with administrative divisions name (eg tab “province”)

4. Configuration for multiple workstation.

- 4.1. C:\ACORN-App\ on main workstation must be shared for other workstation with read/write permission. Please set the share name as “ACORNApp”
- 4.2. On other workstations must have the same MS-Access version (and bits) installed.
- 4.3. Copy C:\ACORN-App\ACORNLIMS_GUI.accde and C:\ACORN-App\ACORNLIMS_GUI64.accde to C:\ACORNLIMS\ on other workstation.
- 4.4. On other workstations, create short cut “ACORN LIMs” to C:\ACORNLIMS\ACORNLIMS_GUI.accde (or C:\ACORNLIMS\ACORNLIMS_GUI64.accde if using with MS-ACCESS 64bits)
- 4.5. Double click on “ACORN LIMs” short cut on other workstation and login with admin user.
- 4.6. The error will appear indicate that no ACORNLIMS_DB.accdb found and the following screen will appear.



Site name	System Name	Main database location
ACORN LIMs Database	ACORN Microbiology Lab Database	ACORNLIMS_DB.accdb

Close

Site name : Appear on login screen, System Name : Appear at the top of the screen and report, Main database location is the location of ACORNLIMS_DB.accdb which can be install as sharing database on file server.

- 4.7. Change main database location to UNC path of ACORNLIMS_DB.accdb on “ACORNApp” share folder created in 4.1.
- 4.8. Close the application and relogin again, now you should able to login without error.

5. For other configuration setting and manage of all master data please refer to “ACORN LIMS user manual” document.