

How to obtain and extract software from the MMRS download site

Software and install instructions provided by MMRS for the use of state agencies are disseminated from the MMRS website at this link:

<http://www.mmrs.state.ms.us/Downloads/index.shtml>

This is the Software Downloads page of the MMRS website and is where you'll find the software with install and configuration instructions for the MELMS and MERLIN applications.



The screenshot shows a web browser window displaying the MMRS website. The address bar shows the URL www.mmrs.state.ms.us/Downloads/index.shtml. The page header includes the MMRS logo, the text "MISSISSIPPI MANAGEMENT & REPORTING SYSTEM", and the tagline "Meeting the Management Information Needs for the State of Mississippi". There are navigation links for "ABOUT US", "FAQs", "CONTACT US", and "RESOURCE LINKS". A search bar with a "SEARCH" button and a "Help" link is also present. The main content area is titled "Software Downloads" and contains a list of application links on the left and a descriptive paragraph on the right. The list includes "MELMS", "MELMS - SPB", and "MERLIN - Cognos". The descriptive paragraph states that MELMS and MERLIN applications require proprietary software and that installation guides are provided upon request. It also mentions that a VPN client (Cisco VPN) is available for MMRS use only.

Software Downloads
MELMS
MELMS - SPB
MERLIN - Cognos

Software Downloads

The MELMS and MERLIN applications require proprietary software to enable additional functionality. Software and Installation Guides are provided to state agencies upon request, once licensing requirements have been met. Downloads are available for the MELMS (Oracle, Cognos, Pathlore, MELMS Catalog) and MERLIN (Cognos, MERLIN Catalog) applications. Click an application on the left for more information.

The VPN client (Cisco VPN) is available for MMRS use only.

Select the link for the application you need. The downloads page for that application will open.

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For example, the downloads page for "MERLIN- Cognos" looks like this:

The screenshot shows a web browser window displaying the MMRS website. The address bar shows the URL: www.mmrs.state.ms.us/Downloads/MERLIN_-_Cognos.shtml. The page header includes the Mississippi Management & Reporting System logo and navigation links. The main content area is titled "Software Downloads" and features a sidebar with a list of software categories: MELMS, MELMS - SPB, and MERLIN - Cognos. The "MERLIN - Cognos" section is expanded, showing detailed information about the software, including licensing requirements, installation instructions, and download links. The text states that agencies are responsible for purchasing their own Cognos licenses and that the supported version of the Cognos software is available on the page via secured links. It also provides information about the Cognos license information form and the MERLIN technical contact. The page includes several links for detailed instructions and software downloads, such as "CAE Release Documentation", "Cognos Installation Instructions", and "Cognos Scheduler Setup Documentation". It also lists links for "CAE Software", "CAE Software (64 bit)", "Cognos Software", "Cognos IMPROMPTU.INI File", "MERLIN/Cognos Configuration File", "MERLIN Reporting Folder", "MERLIN Catalog", and "MERLIN Catalog Update". The page concludes with instructions for downloading software if Adobe Reader or WinZip is not installed on the user's PC.

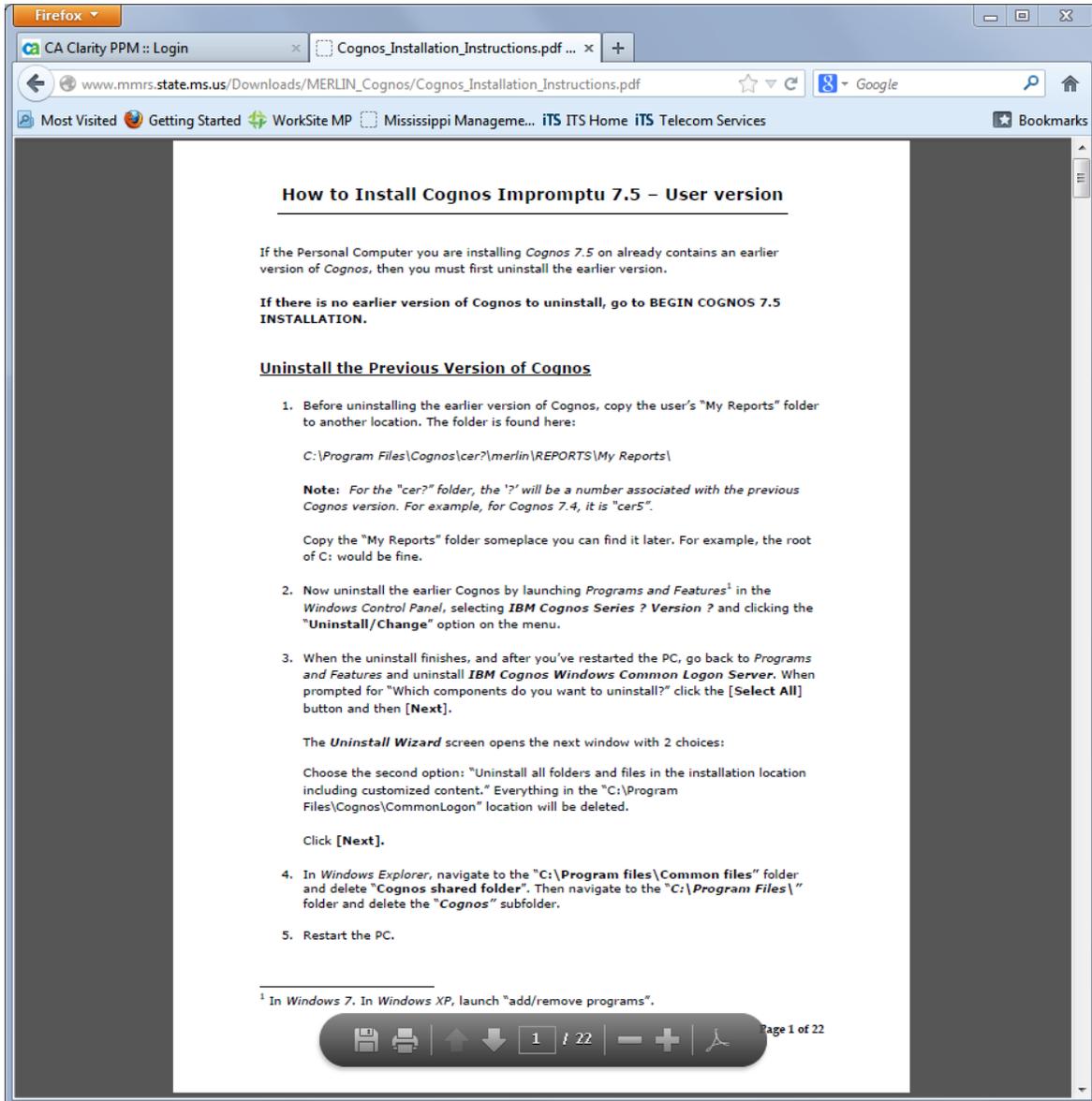
When you click on a link to open a document of install instructions or to download software, you'll be prompted for a username and password. Like this:

The screenshot shows a dialog box titled "Authentication Required" with a close button (X) in the top right corner. The dialog box contains a question mark icon and the text "Enter username and password for http://www.mmrs.state.ms.us". Below this text are two input fields: "User Name:" and "Password:". At the bottom of the dialog box are two buttons: "OK" and "Cancel".

Enter the **User Name** and **Password** that were provided by e-mail to your agency's Technical contact.

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Documentation is in PDF (Adobe Acrobat) format and will display in your browser (requires a PDF viewer plugin) where you save or print it:



The screenshot shows a Firefox browser window with two tabs: 'CA Clarity PPM :: Login' and 'Cognos_Installation_Instructions.pdf ...'. The address bar shows the URL 'www.mmrs.state.ms.us/Downloads/MERLIN_Cognos/Cognos_Installation_Instructions.pdf'. The browser's bookmark bar includes 'Most Visited', 'Getting Started', 'WorkSite MP', 'Mississippi Managem...', 'ITS ITS Home', and 'ITS Telecom Services'. The main content area displays a PDF document with the following text:

How to Install Cognos Impromptu 7.5 – User version

If the Personal Computer you are installing *Cognos 7.5* on already contains an earlier version of *Cognos*, then you must first uninstall the earlier version.

If there is no earlier version of Cognos to uninstall, go to BEGIN COGNOS 7.5 INSTALLATION.

Uninstall the Previous Version of Cognos

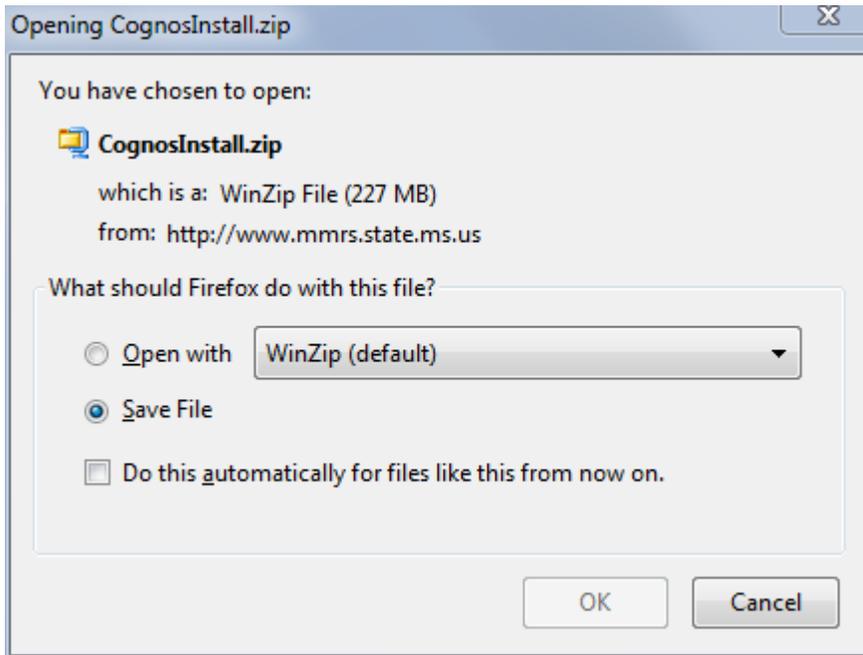
1. Before uninstalling the earlier version of *Cognos*, copy the user's "My Reports" folder to another location. The folder is found here:
`C:\Program Files\Cognos\cer?\merlin\REPORTS\My Reports\`
Note: For the "cer?" folder, the '?' will be a number associated with the previous *Cognos* version. For example, for *Cognos 7.4*, it is "cer5".
Copy the "My Reports" folder someplace you can find it later. For example, the root of C: would be fine.
2. Now uninstall the earlier *Cognos* by launching *Programs and Features*¹ in the *Windows Control Panel*, selecting **IBM Cognos Series ? Version ?** and clicking the "Uninstall/Change" option on the menu.
3. When the uninstall finishes, and after you've restarted the PC, go back to *Programs and Features* and uninstall **IBM Cognos Windows Common Logon Server**. When prompted for "Which components do you want to uninstall?" click the [Select All] button and then [Next].
The *Uninstall Wizard* screen opens the next window with 2 choices:
Choose the second option: "Uninstall all folders and files in the installation location including customized content." Everything in the "C:\Program Files\Cognos\CommonLogon" location will be deleted.
Click [Next].
4. In *Windows Explorer*, navigate to the "C:\Program files\Common files" folder and delete "Cognos shared folder". Then navigate to the "C:\Program Files\" folder and delete the "Cognos" subfolder.
5. Restart the PC.

¹ In *Windows 7*. In *Windows XP*, launch "add/remove programs".

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Software downloads will open a window prompting you to specify a location to save the file (or open it):



Most of the software is downloaded as a single zip (compressed) file that can be extracted with the WinZip software, but Windows also has the capability to view and extract zipped files.

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