

HDIS

Health Department Information System

Helping You...Help Others

Web Sync

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Setup



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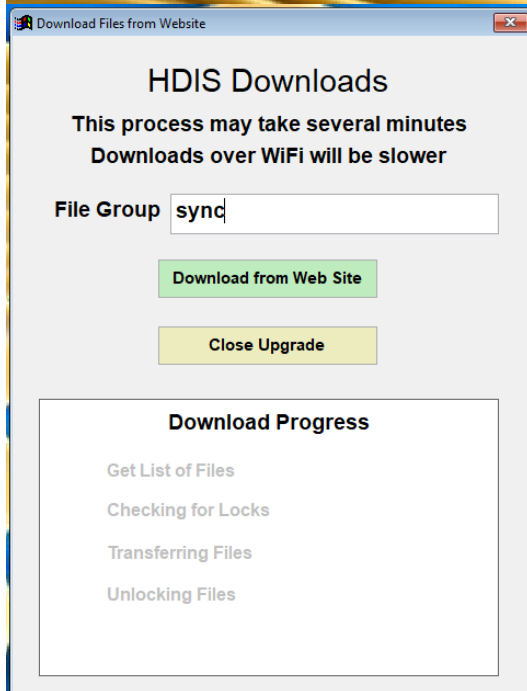
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After running the HDIS update, they would need to open HDIS Remote.

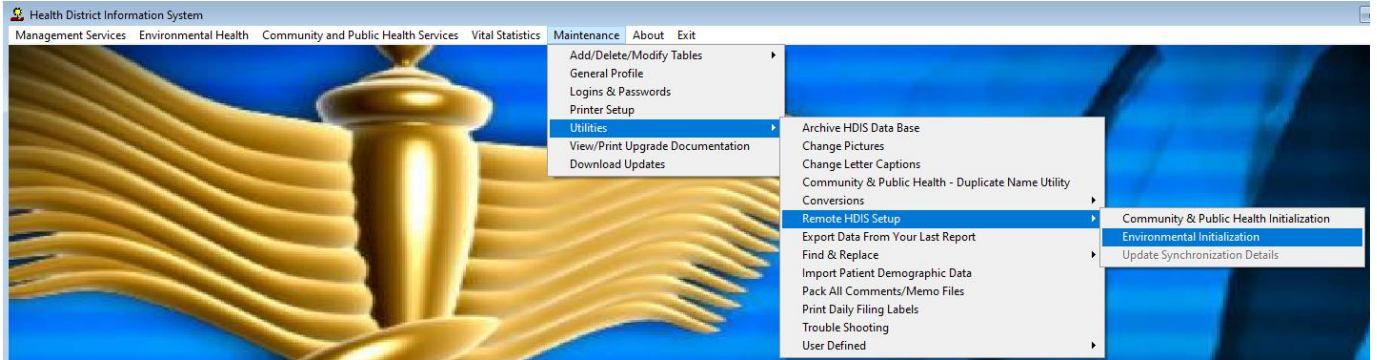
Once HDIS Remote is open they will need to click:

- **Maintenance > Download Updates**

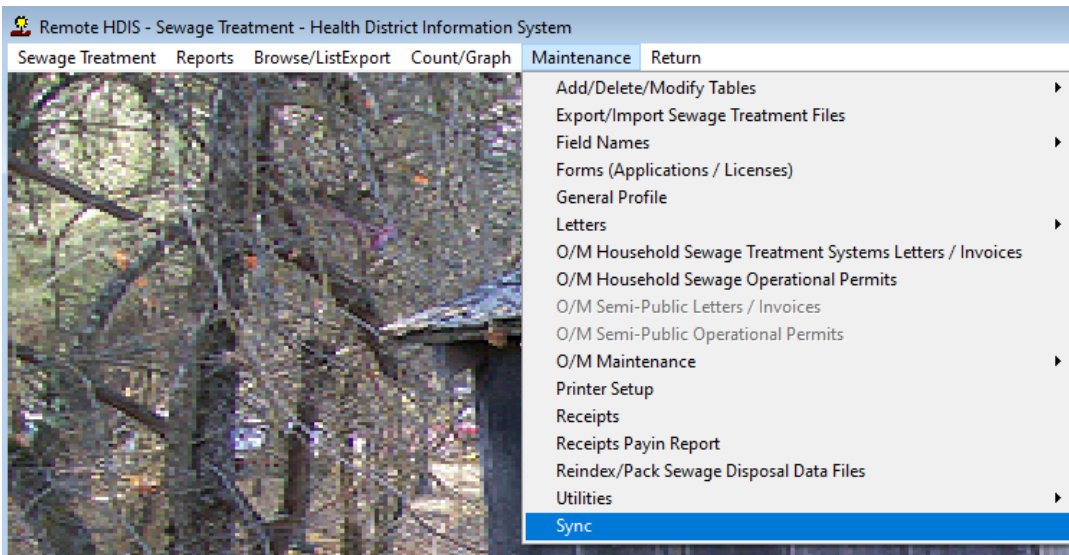


- **Once this screen appears, type "sync" and click Download from Web Site**
- **This will close out HDIS remote.**
- **Reopen HDIS remote**

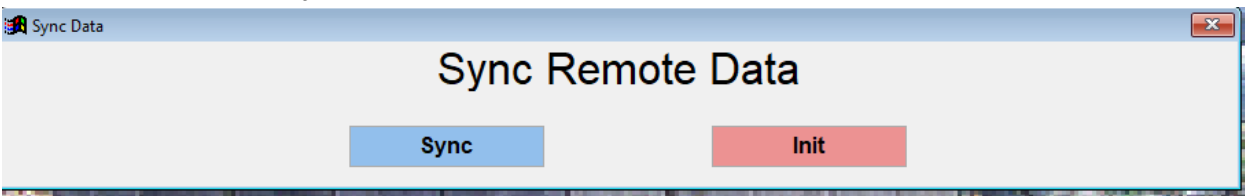
- **Navigate to Maintenance > Utilities > Remote HDIS Setup > Environmental Initialization**



- **Select the modules that are used to Initialize them.**
- **Once finished, navigate to those modules.**
- **In the modules, under Maintenance, you will see a "Sync" option at the bottom**



- **Making sure there are no current exports, run "Init" - This will copy (overwrite) the server contents into the Remote HDIS.**
- **Afterwards, run "Sync"**



- **Once all these steps are completed, Export/Import will now be done from each individual module by going into the Maintenance screen and clicking "Sync"**
- **Init only has to be done once during this initial setup phase.**