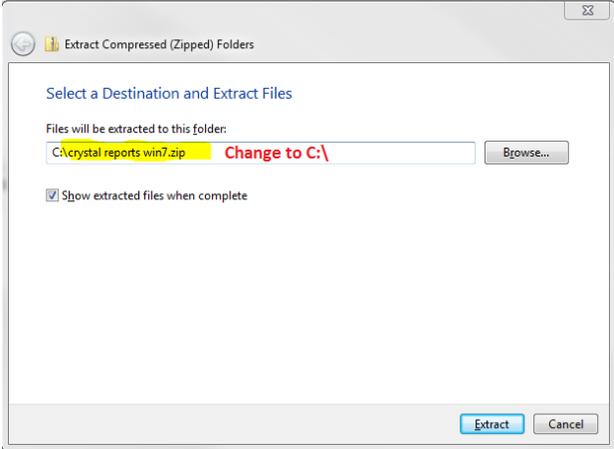
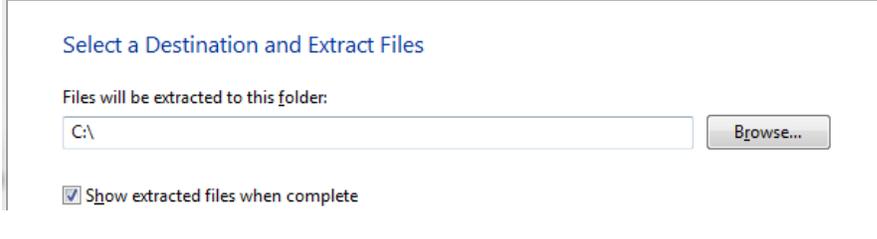


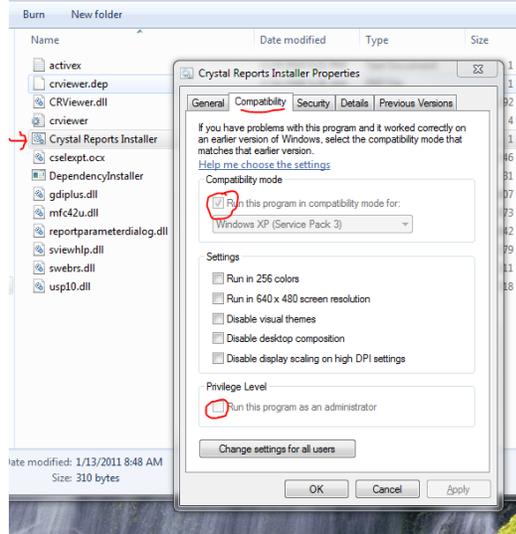
Install Crystal Reports Active X Viewer – Windows 7

Overview These instructions will help you to Install Crystal Reports Active X Viewer

Please note: these instructions may need to be carried out by your system administrator if you are unable to make the changes listed, please contact your system admin, and have them complete this under their login, and make use of the button ‘Change settings for all Users’

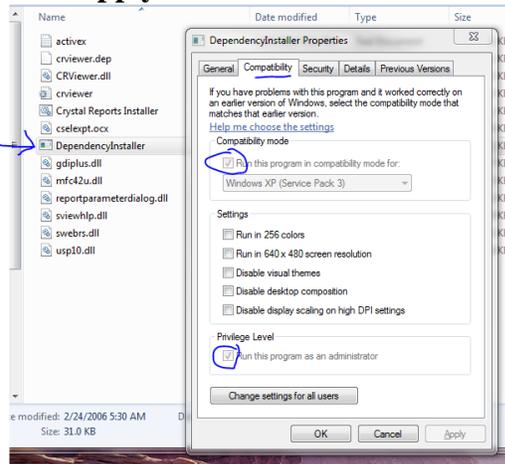
Step	Action
1	<p>Open the Embedded Crystal Reports Active X-ZIP file that shows at the bottom of this PDF in the Attached files window.</p> <p>Double click on the compressed file ‘crystal reports win7.zip’ that shows in that word document.</p> <p>Open the embedded file.</p>
2	<p>Click on ‘Extract all files’.</p>
3	<p>Extract the contents of Crystal reports win7.zip to your C drive. It should create a folder called Crystal Reports on your C drive.</p> 
4	<p>It should look like this before extracting.</p> 
5	<p>When you click on Extract, Windows will display the contents of your C drive. You will see a folder labeled CrystalReports, double click on that folder.</p>

- 6** Right click on the file **Crystal Reports Installer**, and select Properties. In the Crystal Reports Installer Properties, select the Compatibility tab. Put a check in the boxes: **Run this program in compatibility mode for:** (if you are logged in as Administrator, be sure to use the button ‘**Change settings for all users**’ and make the same changes), click **Apply** and **OK**. Note: You will not be able to check **Run this program as an administrator**.



- 7** Right click on the file **DependencyInstaller**, and select **Properties**. In the DependencyInstaller Properties, select the **Compatibility** tab.

- 8** Put a check in the boxes:
- Run this program in compatibility mode for:**, and
 - Run this program as an administrator**.
- (If you are logged in as Administrator, be sure to use the button ‘**Change settings for all users**’ and make the same changes.)
- Click **Apply** and **OK**.



- 9** Make sure that all Internet Explorer windows are closed.

- 10** Now, right click on the file **Crystal Reports Installer**, and choose ‘**Run as administrator**’. A command prompt window should open briefly, and then close.

11	Right click on the file DependencyInstaller , and choose ' Run as administrator '. Nothing will appear to happen.
12	Log into Scoutnet, and select a report from the print repository that does not list as a BSAP Document. You may get the yellow Information Bar asking about installing add-ons for Crystal Reports and Business Objects, allow all of the plug-ins to install. There should be close to 5 requests.
13	You should now be able to view reports in Crystal Reports.

Additional Assistance

For technical support, enter an incident in the Online Support Center located in the Support gadget on the MyBSA Home page. Or, call the National Support Center at 855-707-2644. As this number is for local council employees only, please do not publish this technical support number.