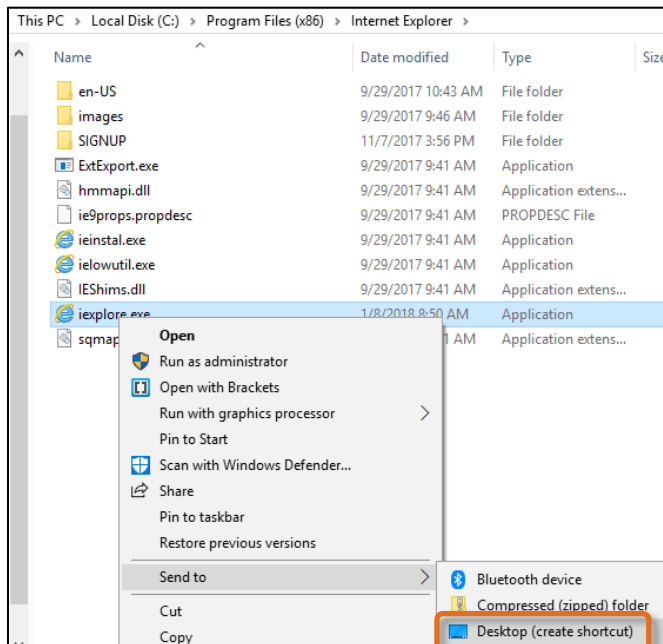


# Audatex<sup>®</sup> *Estimating*

## How to Add or Set Up a New Workstation for Audatex Estimating / Autosource

1. Verify the computer meets System Requirements for Audatex Estimating/Autosource Web-Based / Workstation.  
**Note:** *Windows tablets are fully supported if they adhere to the standard system requirements.*
  - 1) Log in to [MySupportGarage.com](http://MySupportGarage.com).
  - 2) Click the **Product Support** tab.
  - 3) Select **Audatex Estimating** from the **Select Product** drop-down list.
  - 4) Type **System Requirements** in the **Search** field.
  - 5) Click the magnifying glass icon.
  - 6) Click the **Audatex Estimating System Requirements** link.
2. Log in to a Windows user account with Administrative permissions.
3. Disable User Account Control.  
**Note:** *This process may vary slightly depending on the Operating System.*
  - 1) Click the **Start** button.
  - 2) Type **UAC** into the **Search** programs and files field.
  - 3) Click **Change User Account Control** settings.
  - 4) Move the slider to the **Never notify** position.
  - 5) Click the **OK** button.
  - 6) Click **Yes** on the **User Account Control** prompt.
  - 7) Reboot the computer.
4. Install the latest [Adobe Reader](#) version.
5. Disabled Protected Mode and Enhanced Security in Adobe Reader.
  - 1) Open **Adobe Reader**.
  - 2) Click the **Edit** menu.
  - 3) Click **Preferences**.
  - 4) Click **Security (Enhanced)** on the left navigation.
  - 5) Deselect the **Enable Protected Mode at startup** check box.
  - 6) Click the **Yes** button on the confirmation message window.
  - 7) Deselect the **Enable Enhanced Security** check box
  - 8) Click **OK**.
  - 9) Close **Adobe Reader**.
6. Configure Internet Explorer settings for Audatex Estimating.
  - 1) Log in to [MySupportGarage.com](http://MySupportGarage.com).
  - 2) Click the **Product Support** tab.
  - 3) Select **Audatex Estimating** from the **Select Product** drop-down list.
  - 4) Type **Internet Explorer Settings** in the **Search** field.
  - 5) Click the magnifying glass icon.
  - 6) Click **Internet Explorer Settings**.
7. Create a desktop shortcut.
  - 1) Open Windows Explorer (This PC).
  - 2) Navigate to **C:\Program Files (x86)\Internet Explorer**.
  - 3) Right click **iexplore.exe**.
  - 4) Select **Send To**.

5) Select **Desktop (create shortcut)**.



- 6) Minimize all open windows.
- 7) Right click the **iexplore.exe - Shortcut** file on the desktop.
- 8) Select **Properties**.
- 9) Click the **General** tab.
- 10) Change the name of the shortcut from **iexplore.exe - Shortcut** to **Audatex Estimating**.
- 11) Click the **Shortcut** tab.
- 12) Click to the right of the content in the **Target:** field (after the end quotation mark).
- 13) Press **Space** on the keyboard.
- 14) Type the address for the **Audatex Estimating server**.
  - Web-Based Users: **https://www.audatexsolutions.com**
  - Installed Users: **http://server-name/** (where server-name is the name of the Audatex Estimating server computer).
- 15) Click the **Advanced** button.
- 16) Click the **Run as administrator** check box.
- 17) Click **OK** on all open windows to save changes and return to the desktop.
8. Double click the shortcut to open the Audatex Estimating login page.
9. Log in to **Audatex Estimating**.
10. Install ActiveX and Spectrum Imaging Components.
  - 1) Open an existing claim on the **Work List** or create a **New** estimate.
  - 2) Navigate to these pages to install the corresponding ActiveX controls:
    - **Damage**
    - **Print/Email** and click the **Email** button
    - **Attachments**
  - 3) Click the **Install** button on the **Spectrum** window.  
**Note:** *When the user is not provisioned for images, use the **Import Files** link on the **Work List** to prompt the Spectrum install.*
  - 4) Follow the prompts to complete the installation.
  - 5) Reboot the computer.
11. Verify Workstation can access folders specified in Import/Export paths.
  - 1) Verify the folder can be accessed through **File Explorer**.  
**Notes:**
    - *Manually create the folder when the folder does not exist.*

- *Check if the Shared Drive is disabled via File Explorer (it will have a red x on it, clicking the drive may enable it, otherwise contact internal IT to resolve the issue).*
- 2) Configure Security Settings.
    - 1) Navigate to the folder or file in question.
    - 2) Right click the folder or file.
    - 3) Click **Properties**.
    - 4) Click the **Security** tab at the top.
    - 5) Click **Edit**.
    - 6) Click **Add**.
    - 7) Type Everyone in the **Enter the object names to select** field.
    - 8) Click **OK**.
    - 9) Click to highlight **Everyone** from the **Group or user names** field.
    - 10) Select the **Allow** check box for **Full Control** in the **Permissions for** field.
    - 11) Click **OK**.
    - 12) Click **OK**.
  - 3) Reboot the computer.

## Contact Us

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24/7 Training & Technical Support

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