



Quick Guide: Installing the Conversion Tool

Downloading and Set-up

This guide will discuss how to download and install the EMTS Conversion Tool (ECT). If you already have a version of the Conversion Tool installed, you must uninstall the existing version of the Tool before you install the new version. See the document "Quick Guide -- Uninstalling the Conversion Tool.doc" for instructions on how to do so.

System Requirements

The system requirements for running the ECT are as follows:

- Windows XP 2002 (SVP2 or later), Windows Vista, or Windows 7;
- MS Office version 2003 or later;
- At least 3.2GB RAM; and
- At least 20MB of storage.

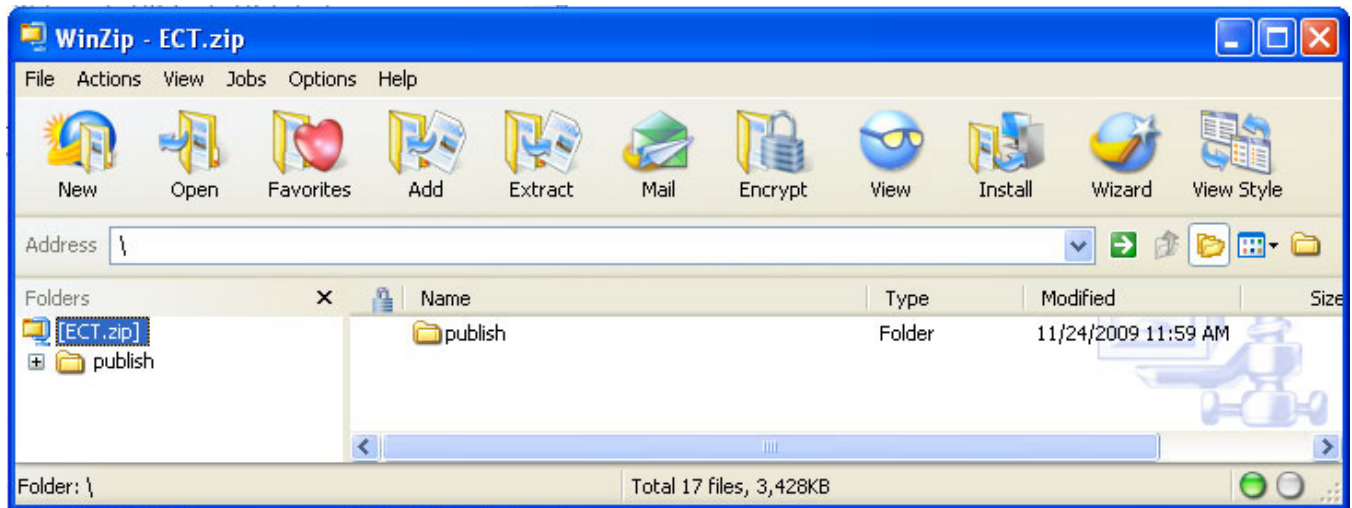
Obtaining the ECT and Transaction Templates

The ECT and the transaction templates are available at the following location:

<http://www.epa.gov/oms/renewablefuels/epamts.htm>

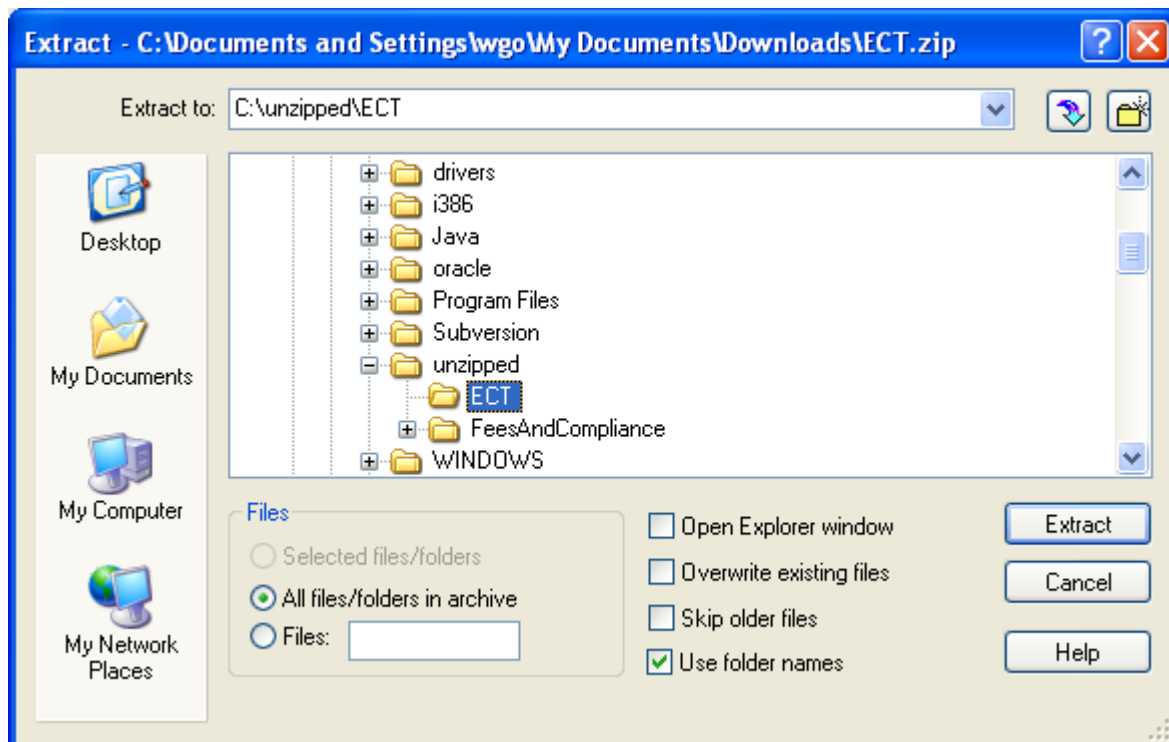
Two ECT files will be available at this location, in the form of Zip archives. The first file, "ect.mts," contains the ECT itself as well as the support files necessary for installation. The second file, "ecttemplates.mts," contains the five transaction templates that EPA has created for the five transaction types. These files should be renamed with a .zip extension, and can be placed anywhere the user chooses. The user will then need to use a utility such as WinZip to extract the files. Figure 1 depicts the WinZip screen that appears after the user has doubled-clicked the file "ECT.zip."

Figure 1: Using WinZip to Extract the ECT



Note that users may see variations of the image in Figure 1. The user should select the [ECT.zip] file on the left side of the WinZip window then click the Extract button to get to the window in Figure 2 below.

Figure 2: Specifying ECT Location



The user can choose to extract the files to any desired location. In the example above, a location of "C:\unzipped\ECT" has been selected. Once the location has been selected, the user should click "Extract."

Upon doing so, a folder "publish" will be created under the selected location.

Installing the ECT

After downloading the zipped ECT and extracting the files, the user must then install the application by double-clicking on the setup.exe file. This file will be found in the "publish" folder that is created under the target extraction location. Figure 3 depicts this folder when the files have been extracted to "C:\unzipped\ECT." The setup.exe file has been circled in this figure.

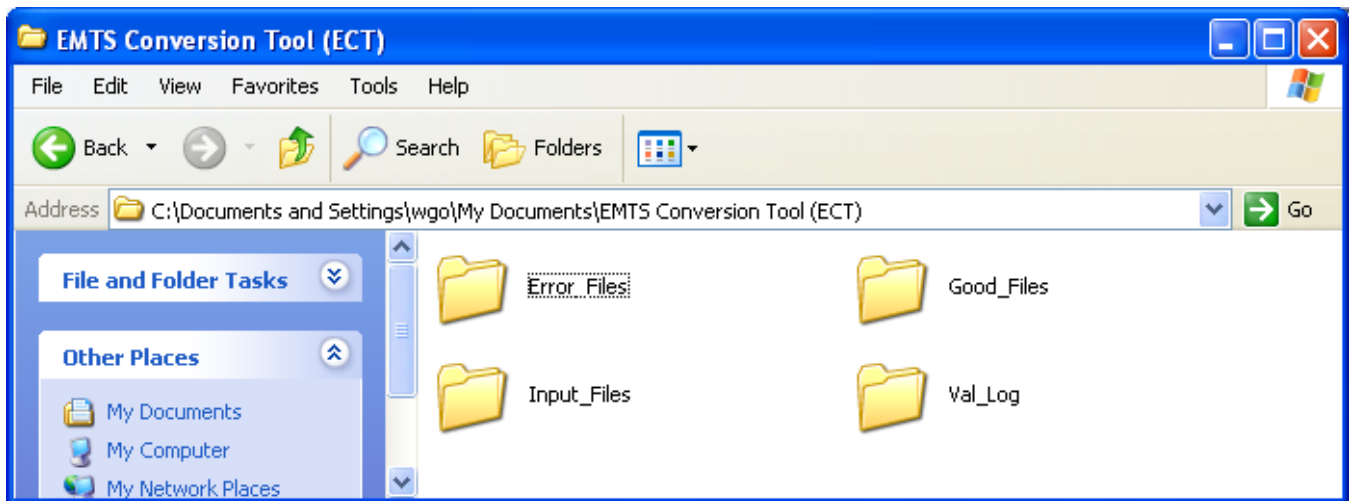
Figure 3: "Publish" Folder



The user will then be prompted to verify the request to install the application, and after verification, the application will execute. Once the application has installed, the user can delete the "publish" folder if desired.

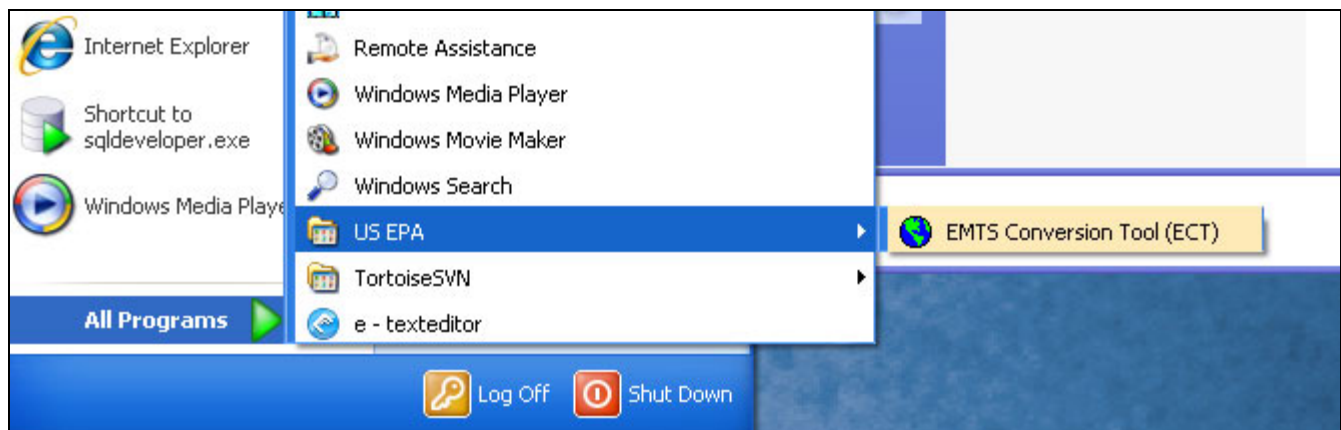
If this is the first time the ECT is being installed, the installation will create a folder "C:\Documents and Settings\<user>\My Documents\EMTS Conversion Tool (ECT)." If the ECT has previously been installed and uninstalled, this folder should already be present and subsequent installations will not overwrite the folder. This folder will be used for the files that are input to the ECT, as well as the files that are output from the ECT. Figure 4 depicts the contents of this folder for a user "wgo."

Figure 4: "EMTS Conversion Tool (ECT)" Folder



The installation will add an item to the Start Menu under "EMTS Conversion Tool (ECT);" from this point on, the user can execute the ECT from the Start Menu (see Figure 5). Reinstalling the application will result in the loss of settings. By default, the ECT front page will appear after installation is complete. At this point, the user can either continue with running the ECT, or exit and start the ECT again at a later time.

Figure 5: Start Menu



For instructions on how to use the ECT, please see the Quick Guide -- Running the Conversion Tool.