

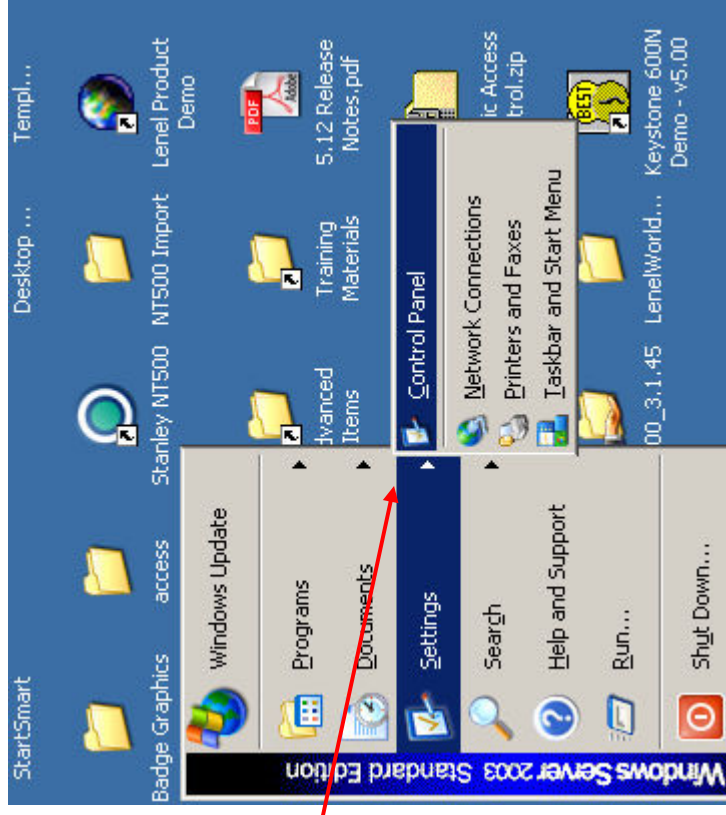
# ODBC Connection Detail

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## Quick Reference Guide

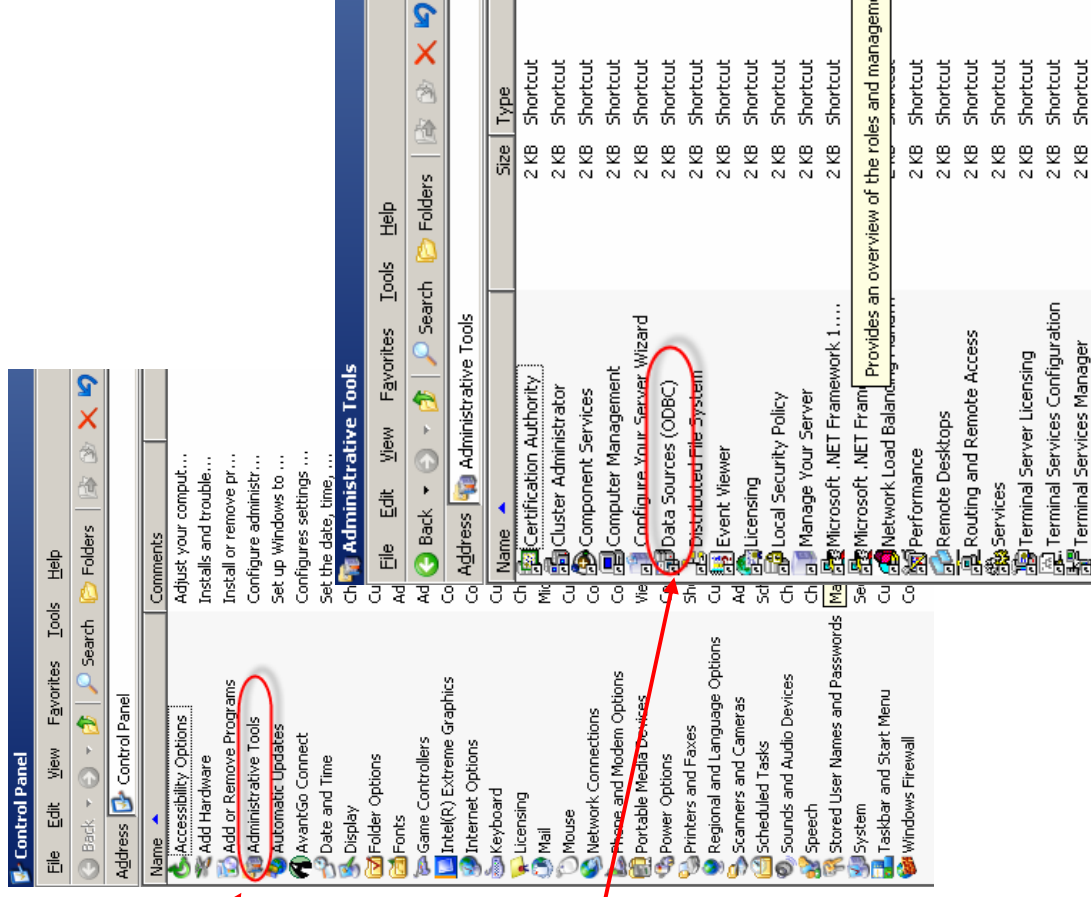
- **This guide will go through the steps necessary to configure or modify the ODBC connection used by Basis/Lenel**
- **The steps listed cover settings for standard or default installations**
- **This guide will not cover steps necessary to create or modify a custom or non-standard ODBC connection for Basis/Lenel**

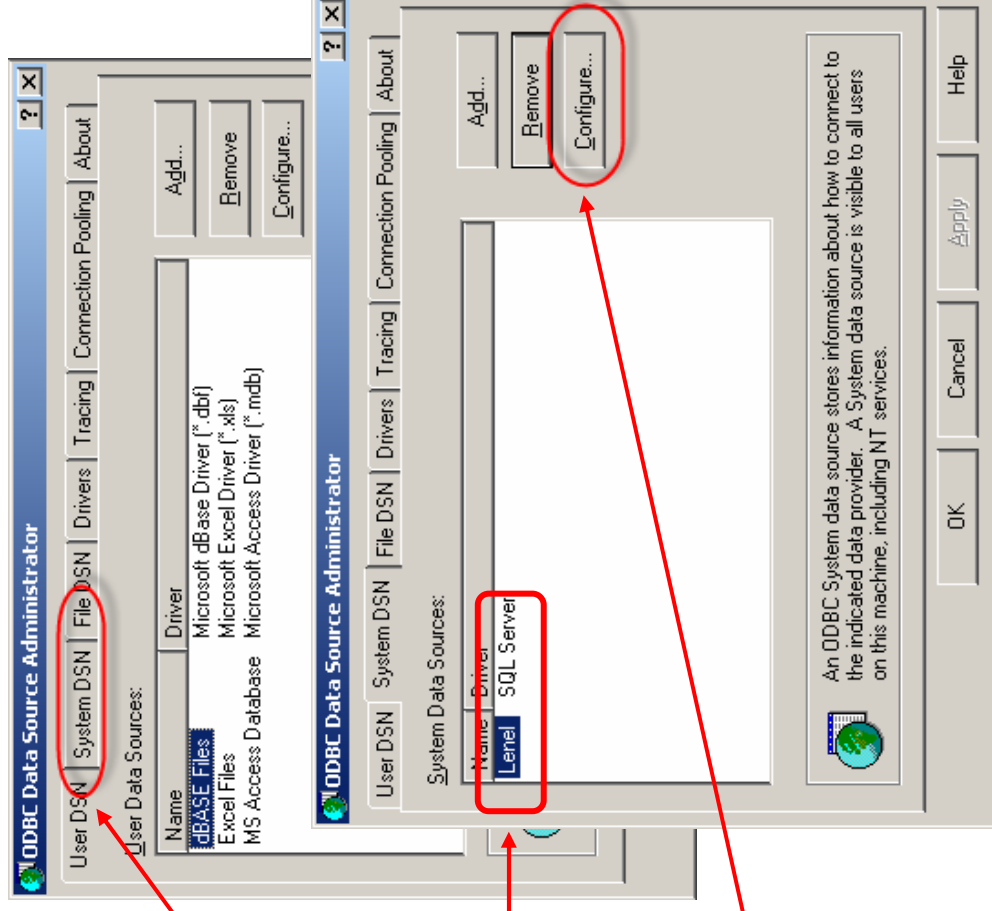
- Navigate to the “Control Panel” on the each machine that has Basis installed.
- Each machine will follow the same configuration procedure



•Select “Administrative Tools”

•Once inside “Administrative Tools”  
select “Data Sources ODBC”



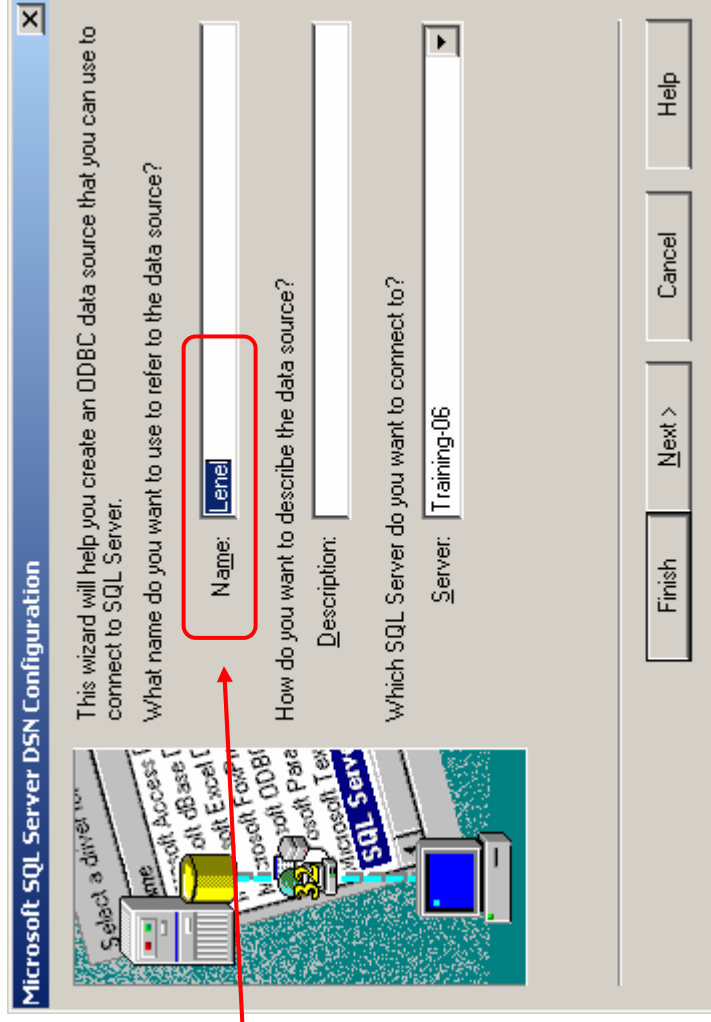


- Select “System DSN” to continue
- Once inside “System DSN” select the data source named “Lenel”
- Select “Configure” to continue

**NOTE:**

**Do not change the name of the DSN**

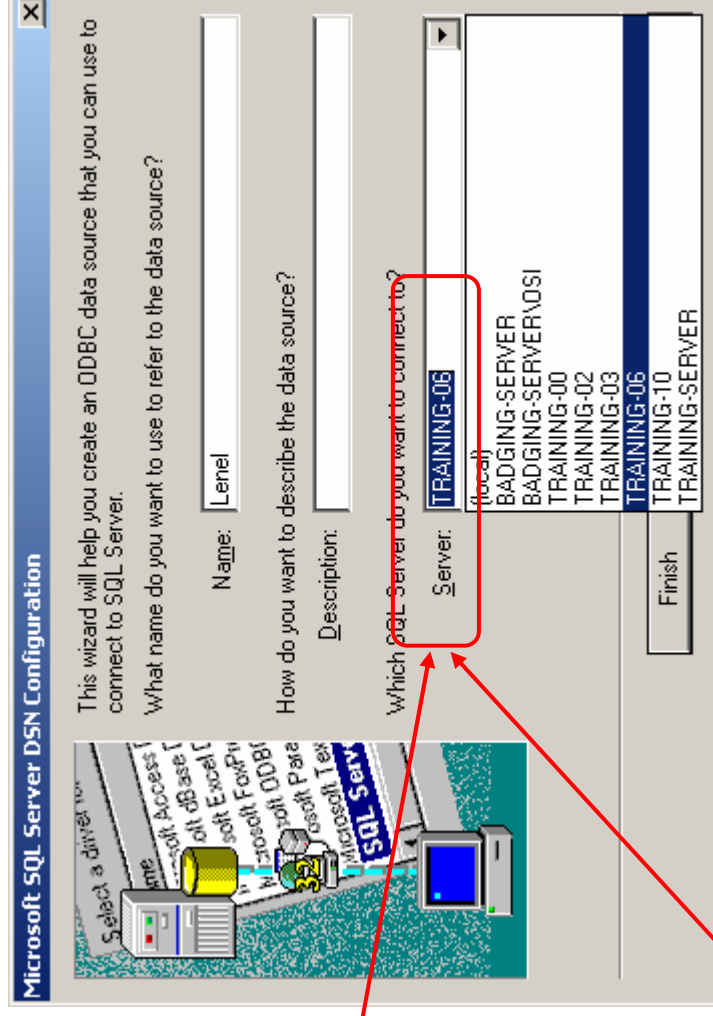
**Basis is scripted to look for a data source named “Lenel” during the installation process**



•Expand the “Server” dropdown box and confirm the name of the PC that controls the database is listed in the dropdown box.

•If the database server name is not listed, it may be typed in manually.

•The name of the PC must be typed EXACTLY or the connection will fail

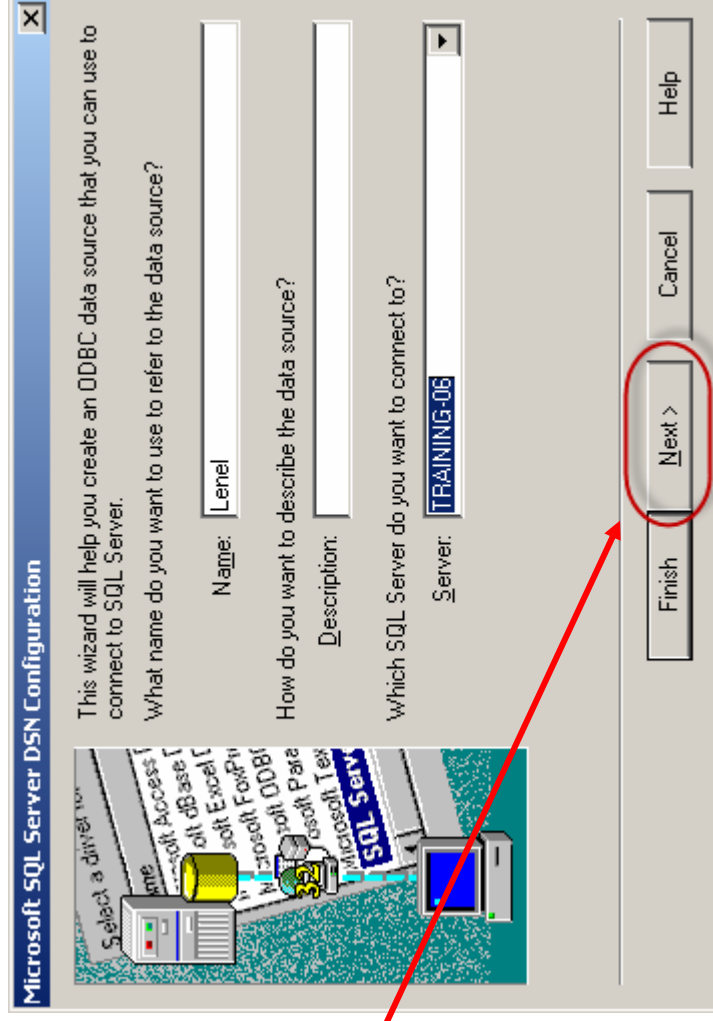


•Click “Next” to continue

**NOTE:**

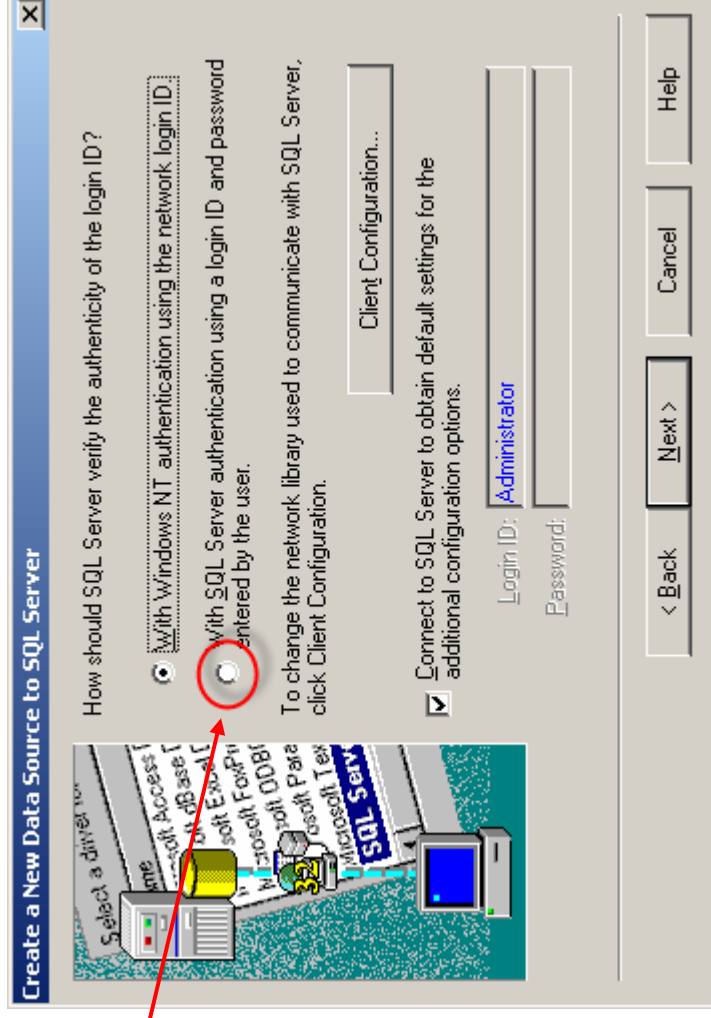
If the server computer cannot be found by the ODBC configuration tool you will receive an error message; try the following tip:

ping the database server by name from a command prompt to determine name resolution connectivity





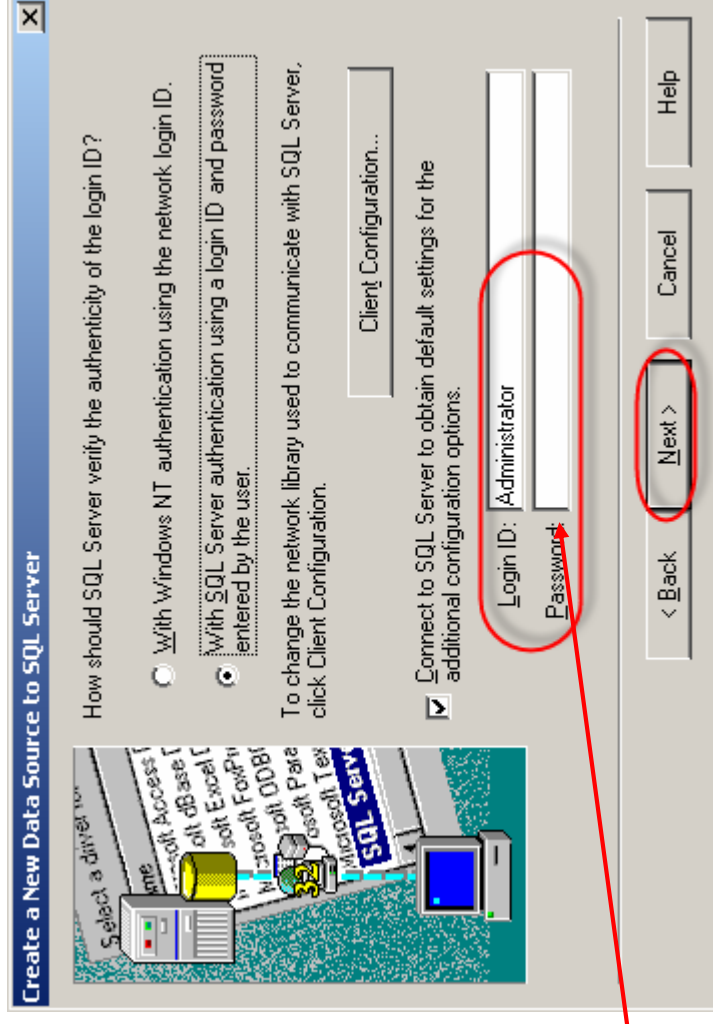
- Select “SQL Server.....”  
radio button to continue



- If necessary change “Login ID” to LeneI
- Enter LeneI’s database password
- Type LeneI’s default database password exactly as shown below in all capital letters

## MULTIMEDIA

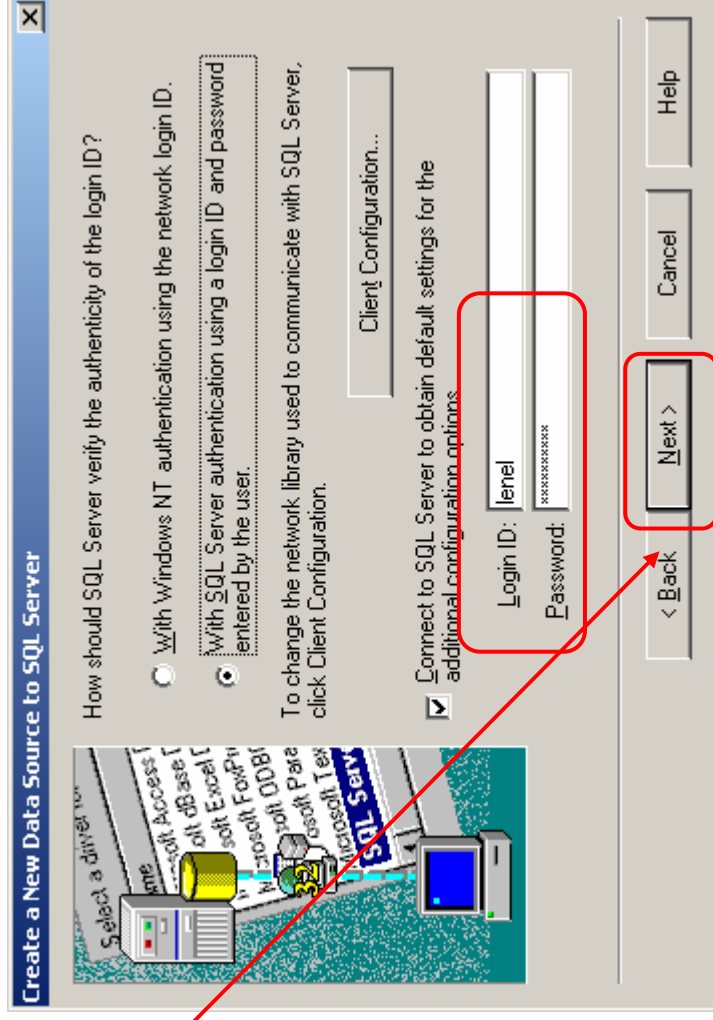
The password is case sensitive and the default is capital letters



- Click “Next” to continue

- If Login ID and password are correct you will advance to the next screen.

- If error message if received; reenter the Login ID and password in case of a typing error, remember the password is case sensitive

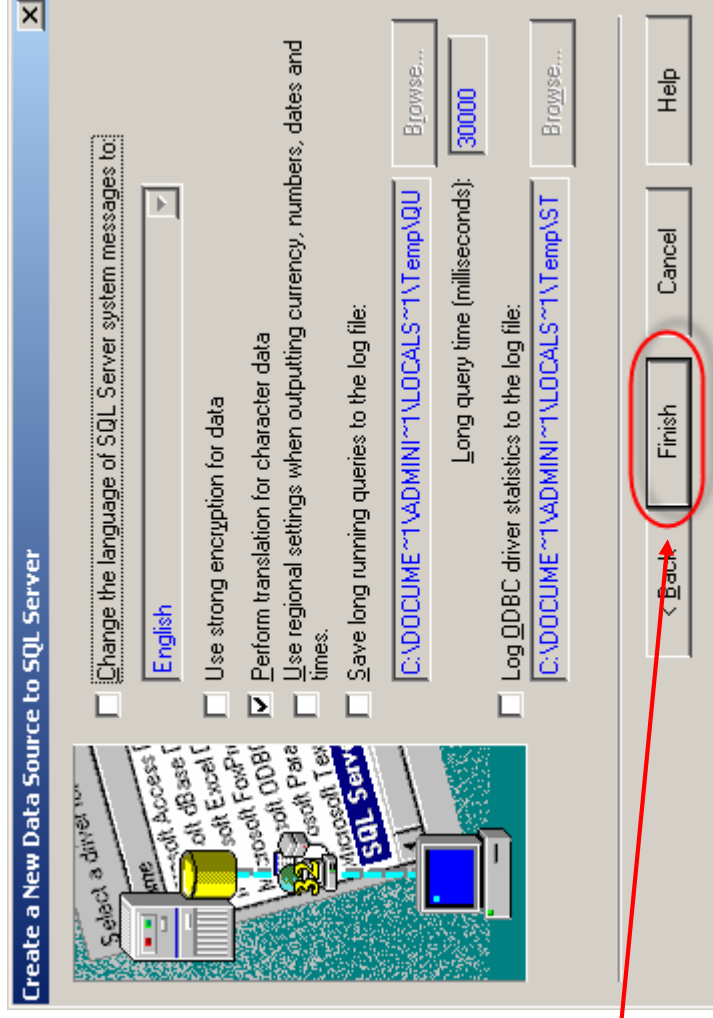


- Confirm “AccessControl” is listed as the default database
- If necessary select “Change the default database to” to select the database named “AccessControl” from the dropdown list

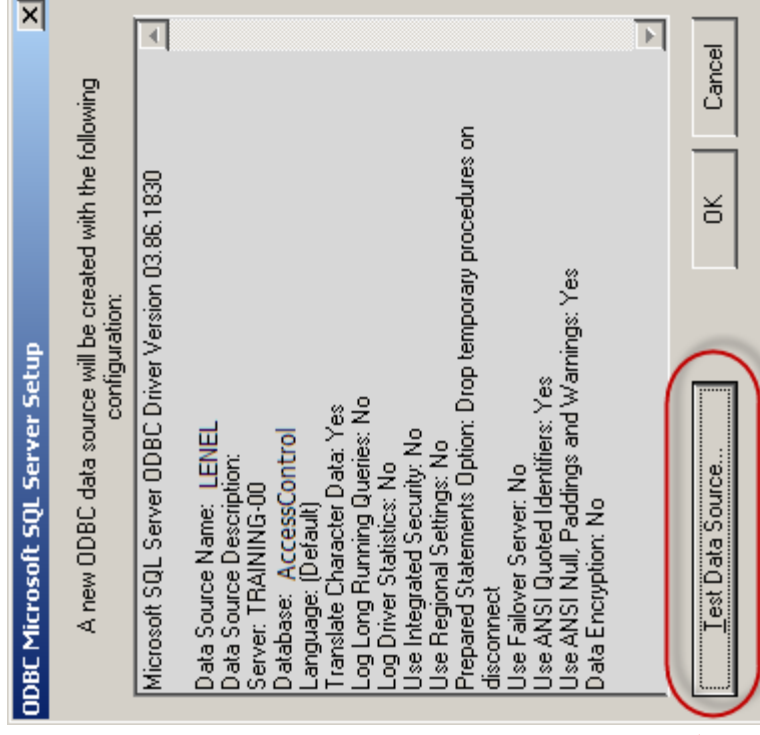


•No setting to change on this page

•Click “Finish” to continue



- Click “Test Data Source” to continue



- **Confirm test completed successfully**

- **Click “Ok” to complete configuration test**

- **Click “Ok” on all screens to close windows and back out of the ODBC connection utility**

- **Log into Basis as a final test**

