



ShipCenter Installation and Configuration

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Overview

This guide details the installation and connection setup for ShipCenter.

Please note that the minimum required SQL user securities are as follows:

- Dynamics Tables - DYNGRP and Public
- Tempdb Tables - db_datareader, db_datawriter, and public
- Company database - db_datareader, db_datawriter, and public
- Master database - public

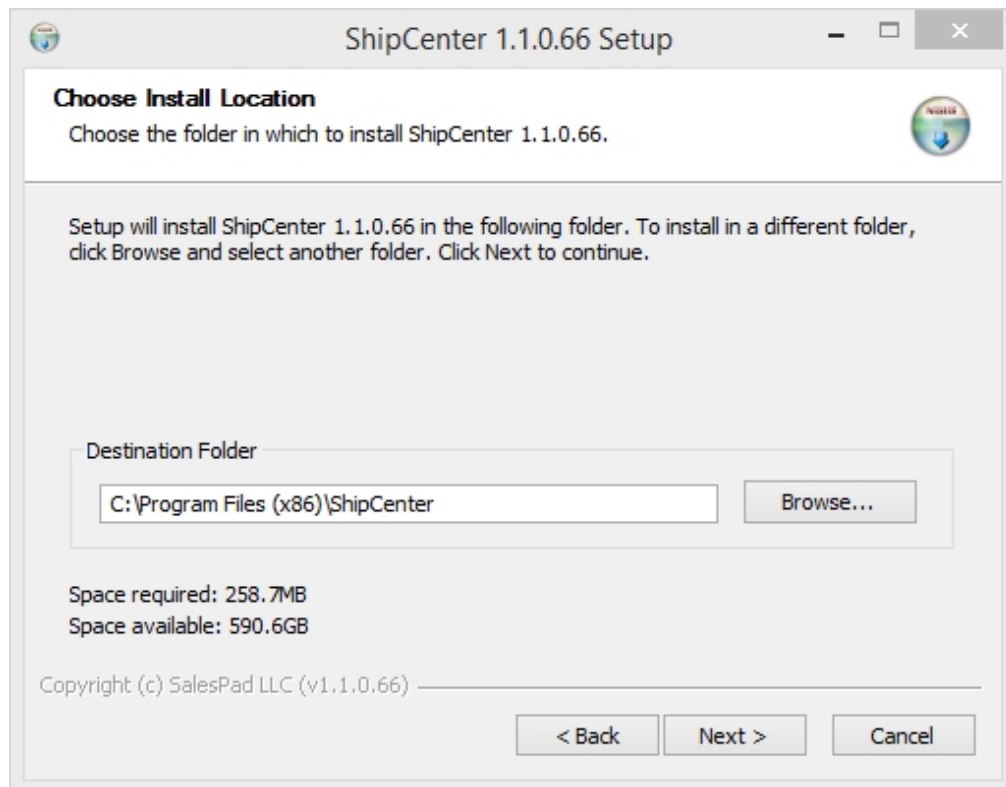
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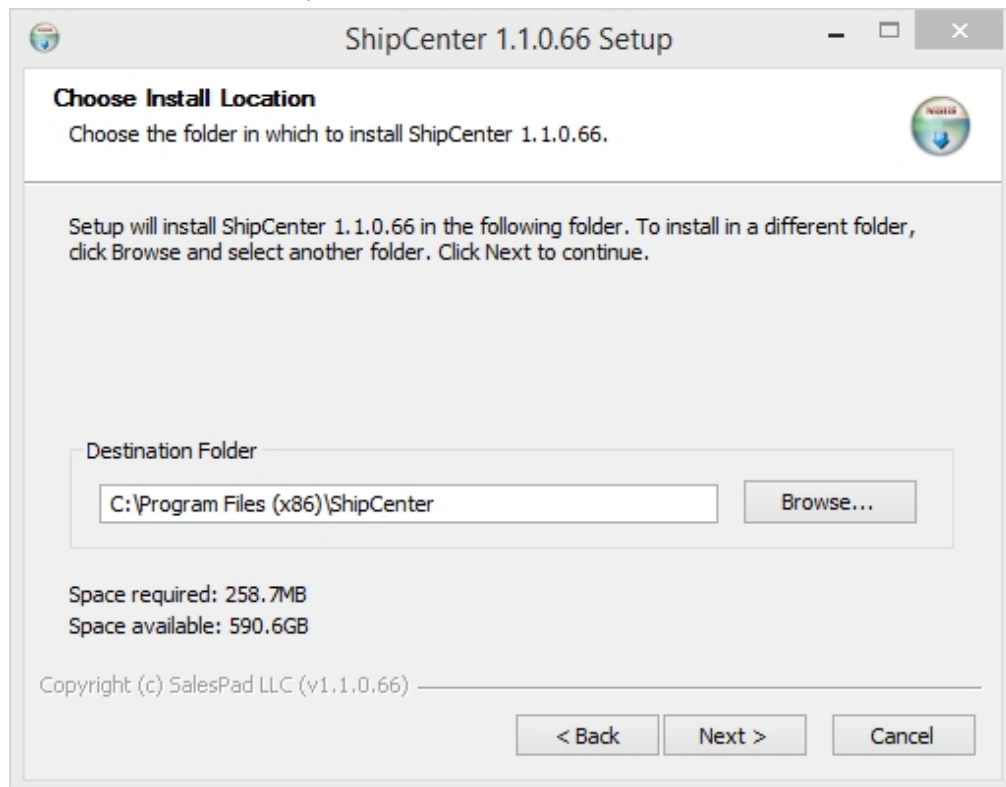
Install Client Program

To begin ShipCenter installation:

1. Open the installation file. The Setup Wizard will appear
2. Read and accept the EULA (End User License Agreement) by clicking "I Agree"
3. Select the desired (or default) folder to install to and click "Next"



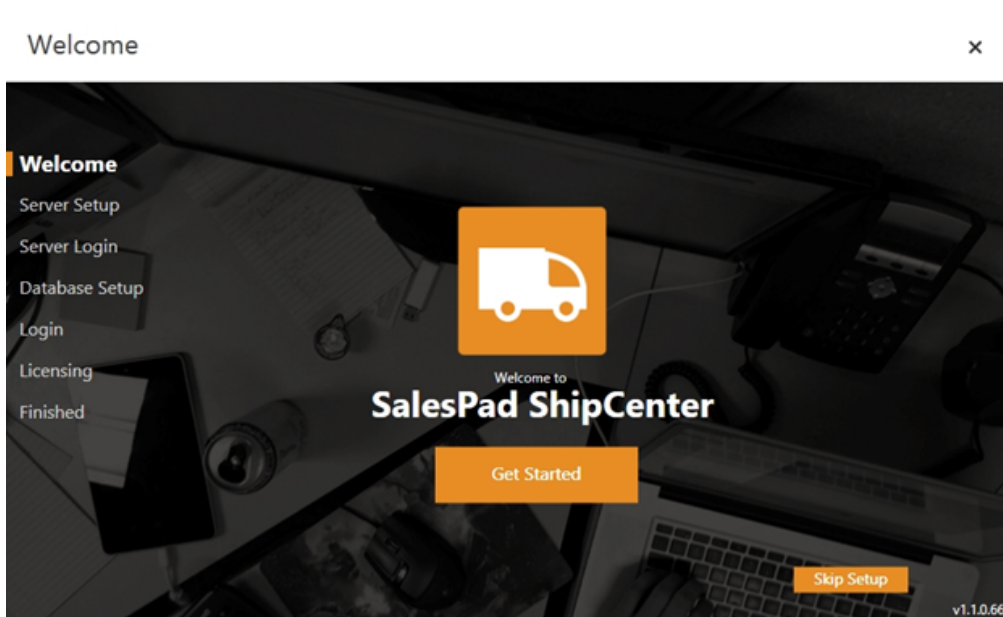
4. Select the features of ShipCenter to install and click "Install"



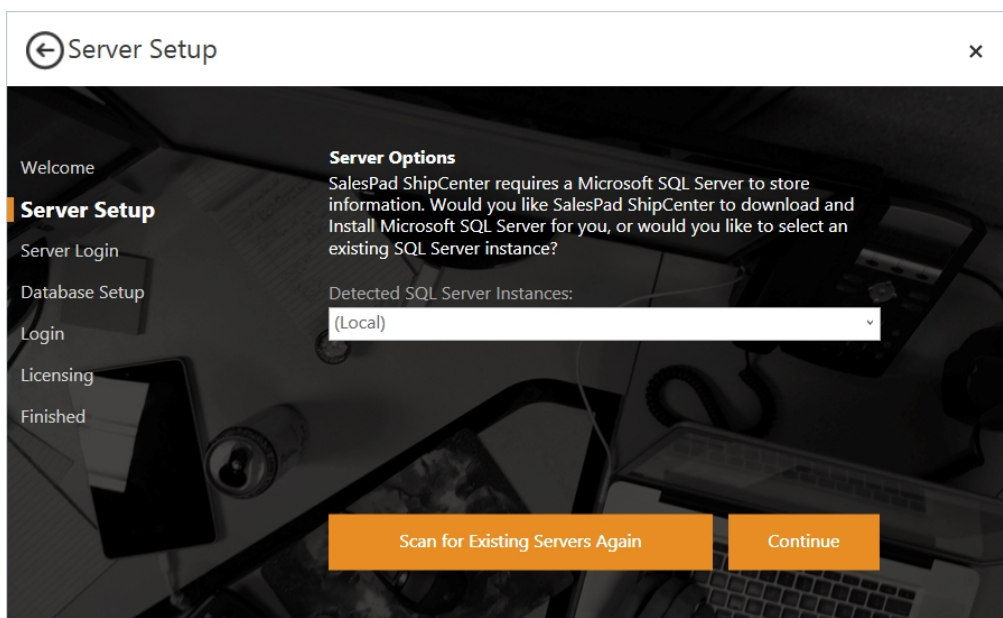
5. The program will begin installing. When setup is complete, click "Finish"

Connecting for the First Time

1. Click "Get Started" on the Welcome Screen



2. Use the drop down menu to locate and select your established SQL Server instance and click "Continue". You can also enter the server name into the text bar:



3. Now we will create a new database for ShipCenter to store all related users, security, settings, and other setup independent of the GP company database
4. To create the new database select "Create a New Database" from the Select an Existing Database dropdown
5. Enter the name of the new database into Enter a New Database Name field (example: SHIPCENTER):

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Select Database

×

Welcome
Server Setup
Server Login
Database Setup
Login
Licensing
Finished

Select Your Database Options

Please select an existing database or simply type in a new database name.

Select an Existing Database

(Create a New Database) ▾

Enter a New Database Name:

SHIPCENTER

Continue

6. Click "Continue"
7. The wizard will create the new database and necessary database objects
8. Enter the desired admin username and password:

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Admin User Setup

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Welcome
Server Setup
Server Login
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Admin User Setup

We will now create the Admin user. This user will be placed in the Admin security group by default, granting the user security access to the entire application. It is from the Admin user that other users and security groups will be created initially.

Username:

admin

Password:

salespad1

Re-Password:

salespad1

Continue

9. A default connection has now been made to the database. Click the New ("+" sign) or Edit button's to setup a new or modify the existing connection.

- a. *Server* - Location of the SQL Server instance: Trusted Credentials checkbox: use Windows Authentication to log in, if enabled during initial setup of the SQL Server instance.
- b. *Server User/Password* - Enter the SQL Server credentials for the system administrator user (sa). Once they are entered, click the “Connect” button.
 - i. *Database* - This dropdown menu contains a list of the active SQL Server databases. Select or type the database name of the existing ShipCenter database and click “Save”.

First Time Logging In

1. Select the desired connection from the drop-down menu, log in with the Trusted Credentials or enter the admin User Name/Password, and click “Login”:


← Login

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Welcome
Server Setup
Server Login
Database Setup
Login
Licensing
Finished

SalesPad ShipCenter

Please enter your SalesPad ShipCenter user credentials below to log in. If you do not yet have a SalesPad ShipCenter user, please contact your administrator to have an account created for you.

Connection: Conn + 

☐ Trusted Credentials

User: admin

Password: ●●●●●●

Log In

2. Upon first Installation, enter the registered email address and activation code into the respective fields and click “Continue” to log into ShipCenter:

← Register License

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Welcome
Server Setup
Server Login
Database Setup
Login
Licensing
Finished

Activate Your SalesPad ShipCenter License Today!

Email:

Activation Code:

Continue

[Having Trouble? Review your licenses on our website](#)