



APPENDIX **A**

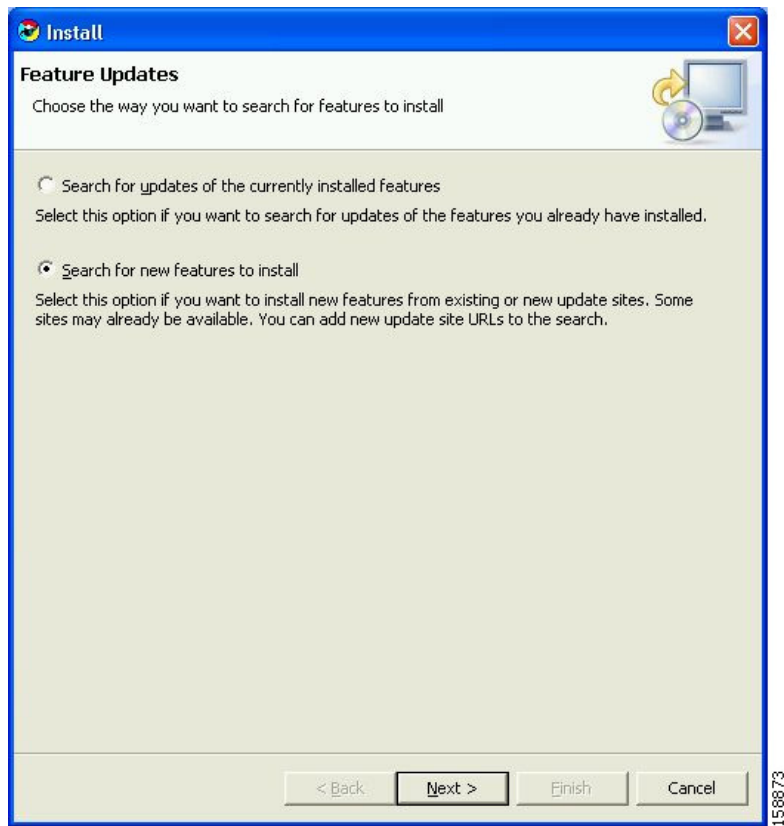
Installing and Upgrading SCA Reporter Templates

This appendix describes the how to install and upgrade Cisco Service Control Application Reporter (SCA Reporter) report templates.

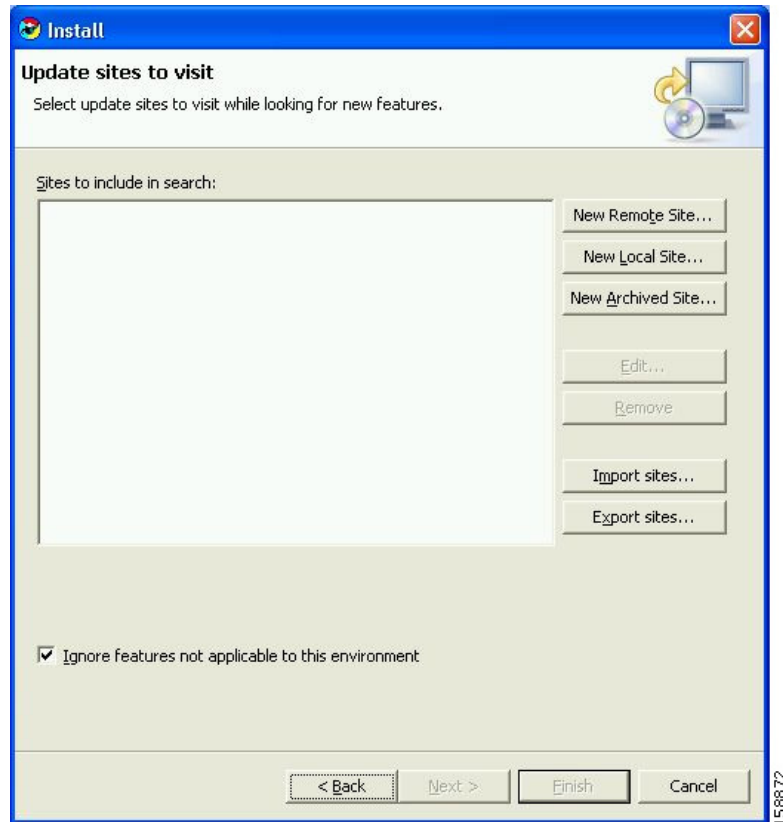
- [How to Install Report Templates, page A-1](#)
- [How to Upgrade Report Templates, page A-7](#)

How to Install Report Templates

- Step 1** From the main menu, choose **Help > Find and Install**.
The Install/Update dialog box appears.



Step 2 Check the **Search for new feature to install** radio button and click **Next**.



Step 3 Click **New Local Site**.

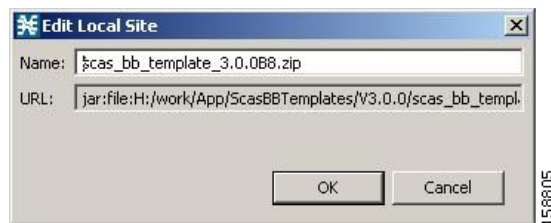
The Select Local Site Archive dialog box appears.

Step 4 Browse to the archive file and select it.

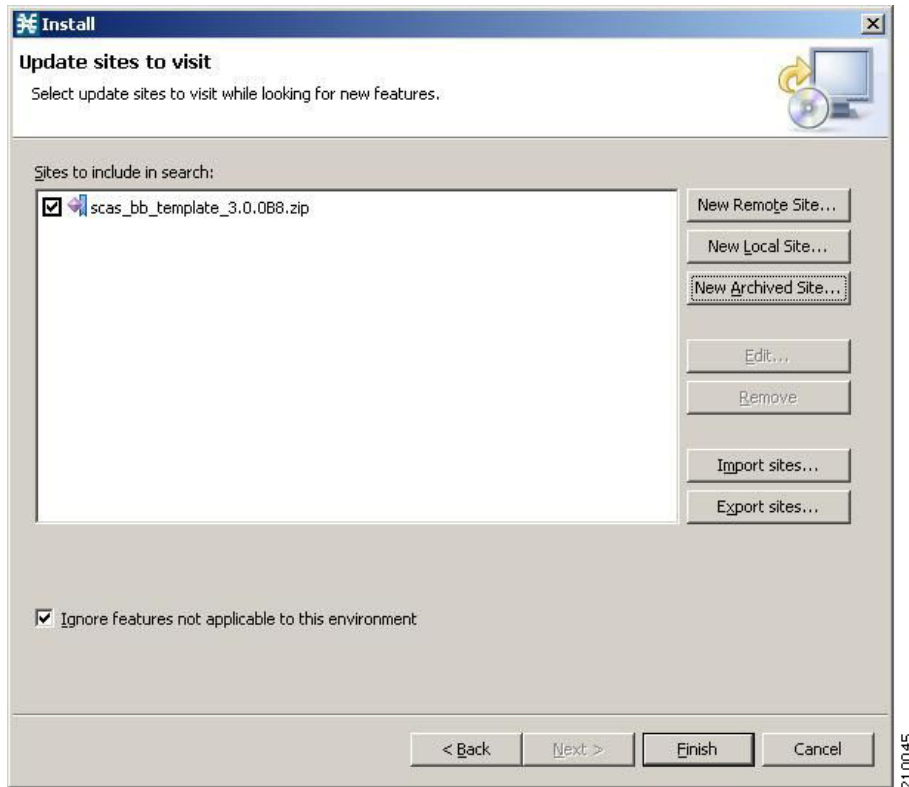
The file is named **SCAS_bb_template_.<version>B<build>.zip**. For example, the file may be named **SCAS_bb_template_3.1.6B8.zip**.

Step 5 Click **Open**.

The Edit Local Site dialog box appears displaying the file name and its location and contents.



Step 6 Click **OK**.



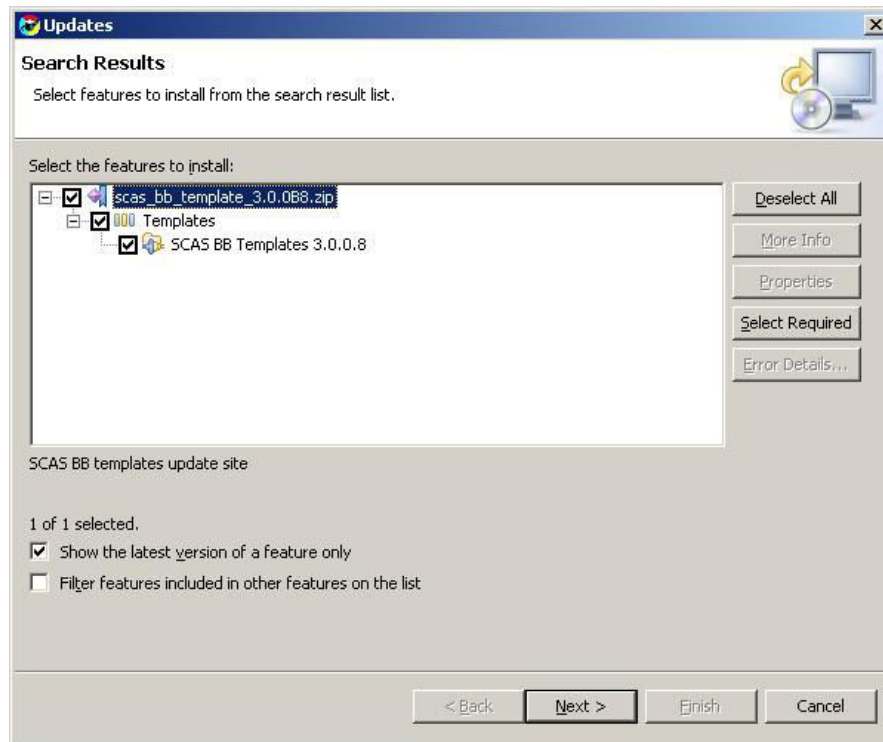
Step 7 Click **Finish**.



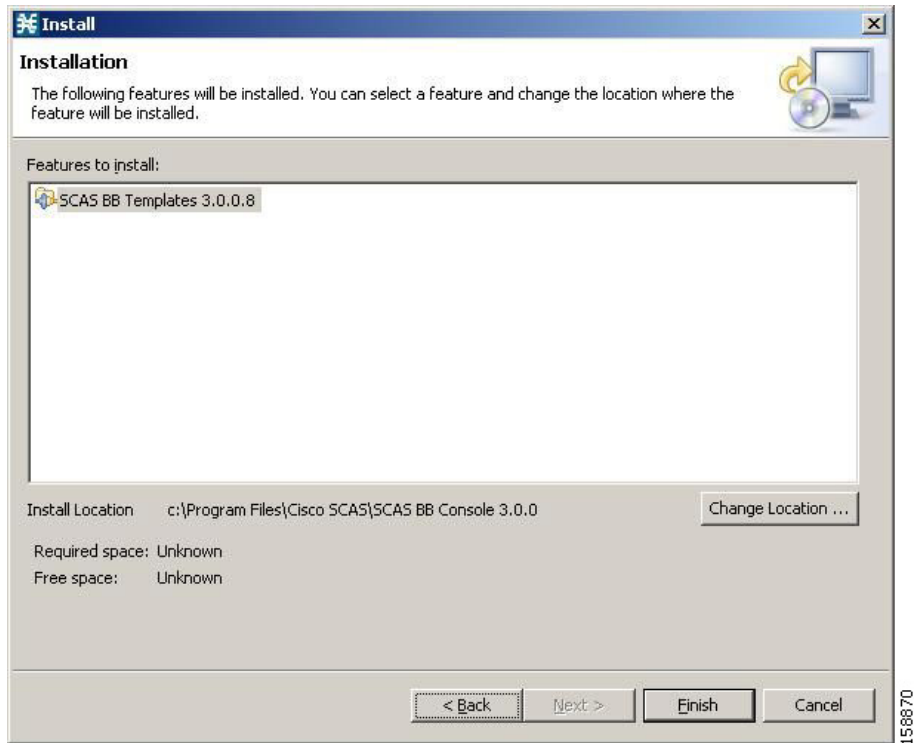
Step 8 Accept the agreement and click **Next**.

The Updates dialog box appears with the installed features available for the site.

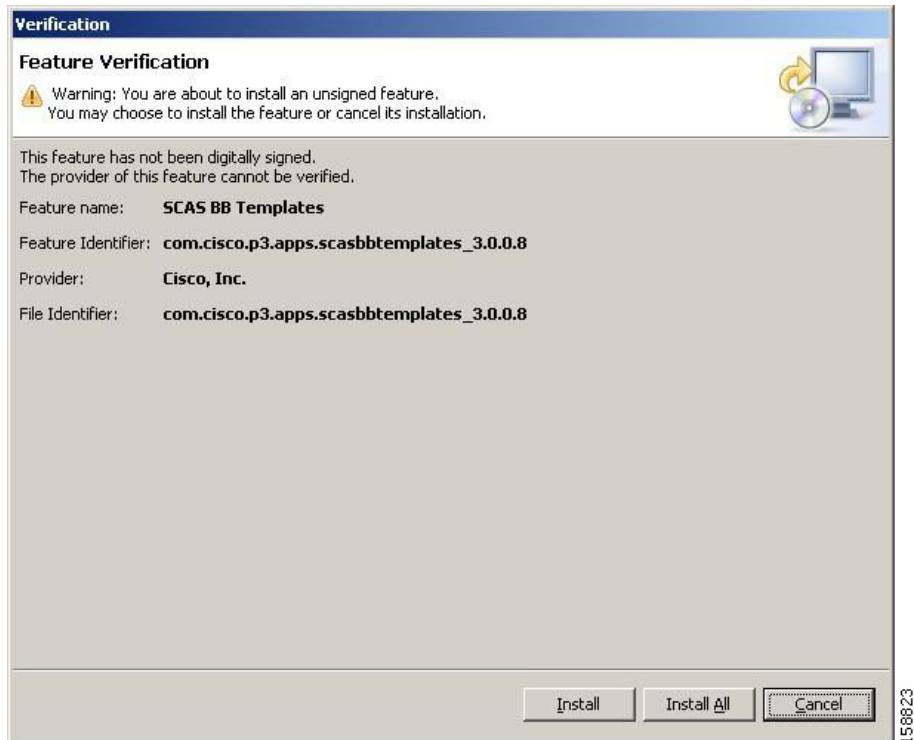
Step 9 Select the required feature, which should be named **SCAS BB Templates<version.<build>**. For example, the file may be named **SCAS BB Template 3.1.6.8**.



Step 10 (Optional) To install the feature in a different location, click **Change Location** and browse to the required location.



Step 11 Click **Finish**.



Step 12 Click **Install** or **Install All**.



Step 13 Click **Yes**, and wait for the application to come up.

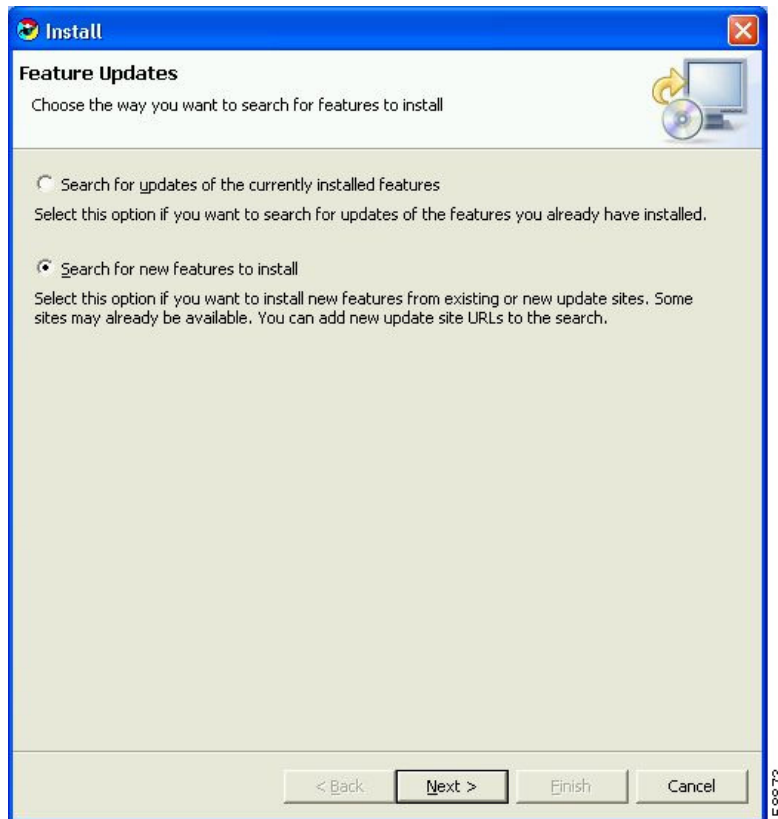
The computer restarts.

The new report templates are installed.

How to Upgrade Report Templates

Step 1 From the main menu, choose **Help > Find and Install**.

The Install/Update dialog box appears.

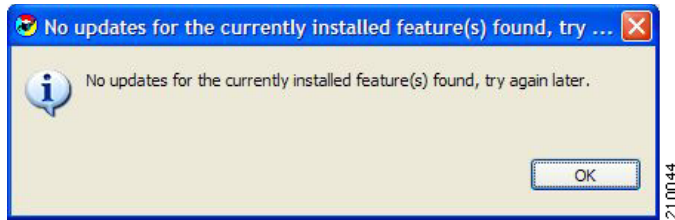


Step 2 Check the **Search for updates of the currently installed features** radio button.

Step 3 Click **Finish**.

One of the following occurs:

- There are no updates.



- There are updates.
The wizard appears (see [How to Install Report Templates, page A-1](#)).
-