



MONAHRQ Permissions Guide

Version 1.0

July 7, 2010



This document describes the permissions you need to run MONAHRQ. These instructions explain how to ensure the you have set the appropriate permissions in your Windows operating system and your Microsoft SQL Server database.

PART I: Setting Permissions in the WINDOWS OPERATING SYSTEM

MONAHRQ has been tested with the following versions of the Windows operating system. *Other operating systems may not behave as expected.*

- **Windows XP SP3**

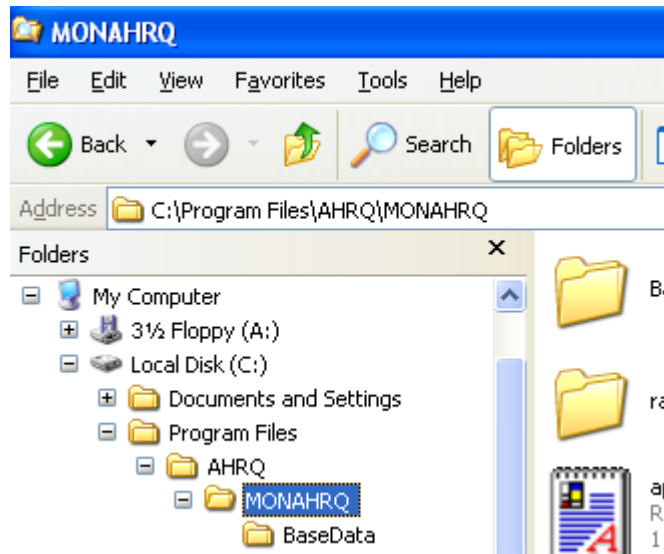
Certain permissions must be granted to the user who will be running MONAHRQ. These permissions apply only to those files and directories utilized by MONAHRQ.

Please follow the instructions below to set your operating system permissions for proper operation of MONAHRQ.

Step 1 – Find the Installation Directory

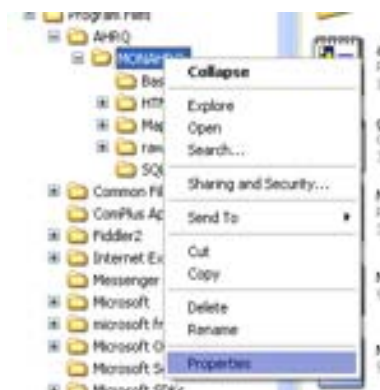
A standard MONAHRQ installation places the software in the directory “C:\Program Files\AHRQ\MONAHRQ\”. If an alternative installation directory location was used, you will need to modify permissions for that directory instead. For the following instructions, you would need to substitute the name of your alternative installation directory where the name “MONAHRQ” appears.

Open Windows Explorer and navigate to the MONAHRQ directory.



Step 2 – Open the Security Tab

Right click on the MONAHRQ directory to bring up the context menu.



Select “Properties.”

You will see a new popup window entitled “MONAHRQ Properties.”



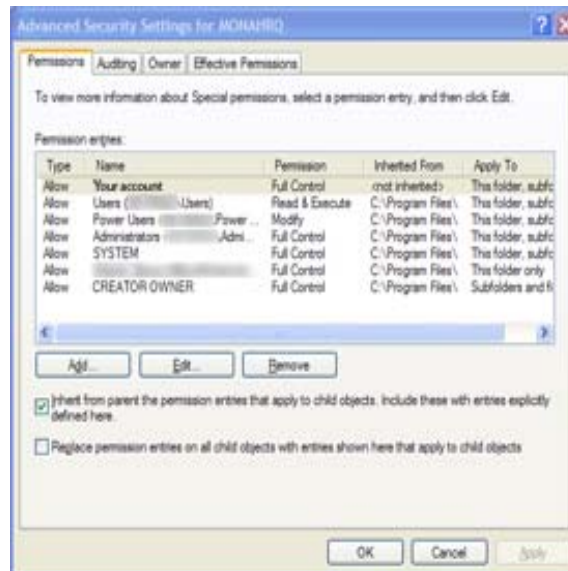
Select the “Security” tab.

Click the “Advanced” button.

Note: If the security tab is not present, you will need to contact your IT administrator for further assistance.

Step 3 – Provide the Proper Permissions

You will see a new popup window entitled “Advanced Security Settings for MONAHRQ.”



Select the “Permissions” tab.

Find the entry that lists your user name in the “Permission entries” window.

Single click to highlight the entry.

Click the “Edit” button.

You will see a new popup window entitled “Permission Entry for MONAHRQ.”



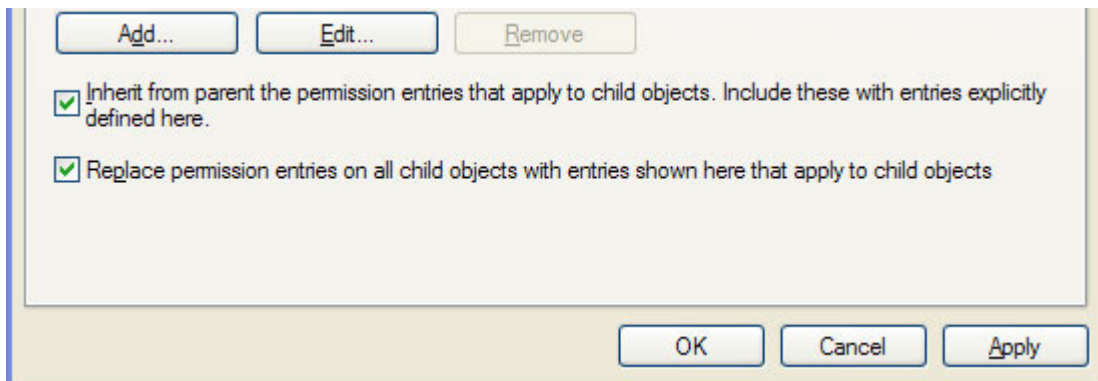
Find the row entry “Full Control.”

Select the checkbox under the column labelled “Allow.”

Click the “OK” button to close this popup window.

NOTE: If you are unable to click “Full control” you will need your IT administrator to provide the necessary permissions.

You will return to the popup window entitled “Advanced Security Settings for MONAHRQ.”



Select the checkbox labelled “Replace permission entries on all child objects...”

Click the “Apply” button.

Click the “OK” button to close this popup window.

You will return to the “MONAHRQ Properties” popup window.

Click the “OK” button to close this popup window.

You have now successfully set the permissions in your Microsoft Windows operating system to be able to run MONAHRQ.

PART II: Setting Permissions in MICROSOFT SQL SERVER

MONAHRQ has been tested with the following versions of Microsoft SQL Server. *Other versions of SQL Server may not behave as expected.*

- **SQL Server 2005**

- **SQL Server 2005 Express**
- **SQL Server 2008**
- **SQL Server 2008 Express**
- **SQL Server 2008 R2 Express**

Proper installation of the MONAHRQ software requires that certain permissions be provided during initial setup of the Microsoft SQL Server or SQL Server Express database. These permissions include the ability to create and drop databases.

Please follow the instructions below to set permissions in your SQL Server database for proper operation of MONAHRQ. These instructions apply to both SQL Server and SQL Server Express.

Step 1 – Connect to the SQL Server Instance Using SSMS

Microsoft SQL Server Management Studio (SSMS) is the primary tool used for interfacing with the SQL Server. It may be downloaded from Microsoft at the following URL:

http://download.microsoft.com/download/6/7/4/674A281B-84BF-4B49-848C-14873B22F977/SQLManagementStudio_x86_ENU.exe

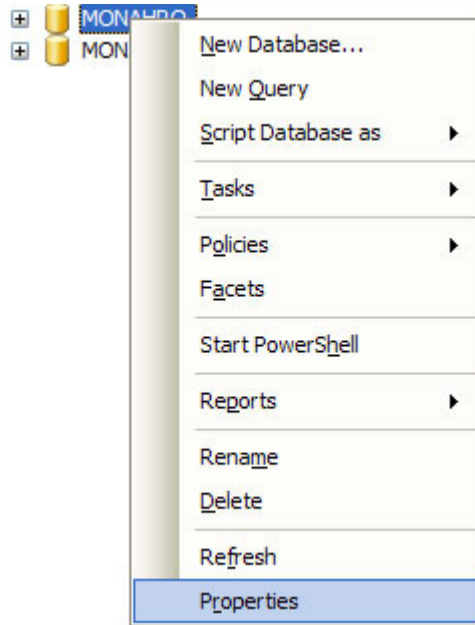
You may require the assistance of your IT manager to install and use this software.

Open the SQL Server Management Studio (SSMS) application and connect to the database server that was specified during installation. The default database name is “SQLEXPRESS.” If you changed from the default you will need to specify that server name.



Step 2 – Set Database Creation Permissions

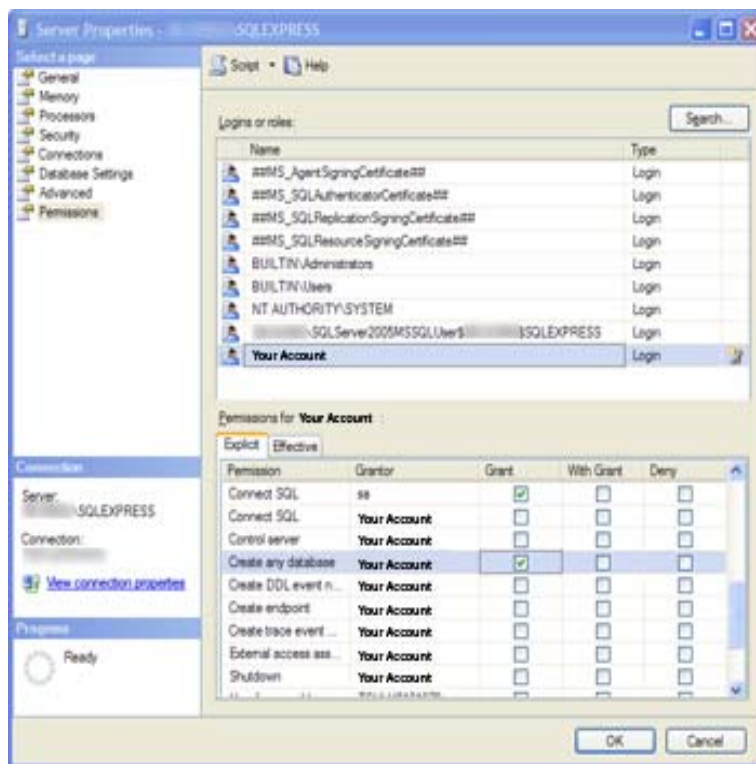
You will see a popup window entitled “Microsoft Server Management Studio.”



Right click on the name of the database server to which you are connected in order to bring up the context menu.

Select “Properties.”

You will see a new popup window entitled “Server Properties – “ plus the name of your database server.



Locate the “Select a page” list on the left side of the popup window.

Select “Permissions.”

Locate the “Logins or roles” list in the upper right portion of the popup window.

Find the entry that lists the user name indicated during the initial MONAHRQ installation.

Single click to highlight the entry.

Locate the “Permissions” list in the lower right portion of the popup window.

Select the “Explicit” tab.

Find the following two rows in the list:

- “Create any database”
- “Alter any database”

Select the checkbox under the column labelled “Grant” in each of these two rows.

Click the “OK” button to commit changes and close the popup window.

Note: If you are unable to change the permissions, please contact your IT administrator for assistance.

You have now successfully set the permissions in your SQL Server database to be able to run MONAHRQ.