



ORTIM a5 / a6 Windows

Setup instructions

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Version 3.0

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ORTIM a5 is a data entry and analysis system for time studies. It consists of the ORTIM a5 data entry device and the associated software. In addition, it also comprises the ORTIM a6 Windows PC software, which emulates the ORTIM a5 device under Microsoft Windows.

If you have newly acquired an ORTIM a5 device, the necessary software will be pre-installed on this device, meaning that the device is ready for operation. Installation on the PC is useful, for instance, if you wish to read and print out the manual. Furthermore, you require a network connection for the communication between ORTIMzeit and your ORTIM a5. In order to establish this connection, you are generally required to install a driver (refer to [3. USB-to-Ethernet-Adapter](#)^[15]).

Installation is necessary later if you have acquired a more recent program version. The program files required for operation are transferred in the same way as time studies via ORTIMzeit to ORTIM a5. This means that you do not have to send in the device in order to have the software updated.

If you do not have the ORTIM a5 data entry device but have acquired the ORTIM a6 Windows PC software, this software naturally has to be installed before it can be used.

1.1 System Requirements

ORTIM a5

In order to exchange data with your ORTIM a5, you require a PC on which the ORTIMzeit software is installed and which has a free USB port. This USB port is required for a network adapter, which is used for establishing the connection between the ORTIM a5 device and the computer on which the ORTIMzeit program is running. If an USB port is not available, it is necessary to set up the network connection (TCP/IP) in a different way, e.g. by means of an additional network interface card on the ORTIMzeit PC or by linking the ORTIM a5 device into the company network.

ORTIM a6 Windows

For the ORTIM a6 Windows software, you require a PC with Windows 10, Windows 11 or newer. If the software is protected by means of a dongle (Sentinel HL from the company SafeNet), the PC must have a free USB port.



ORTIM a6 Windows does not run under Windows RT, and can not be installed on computers that use this operating system.

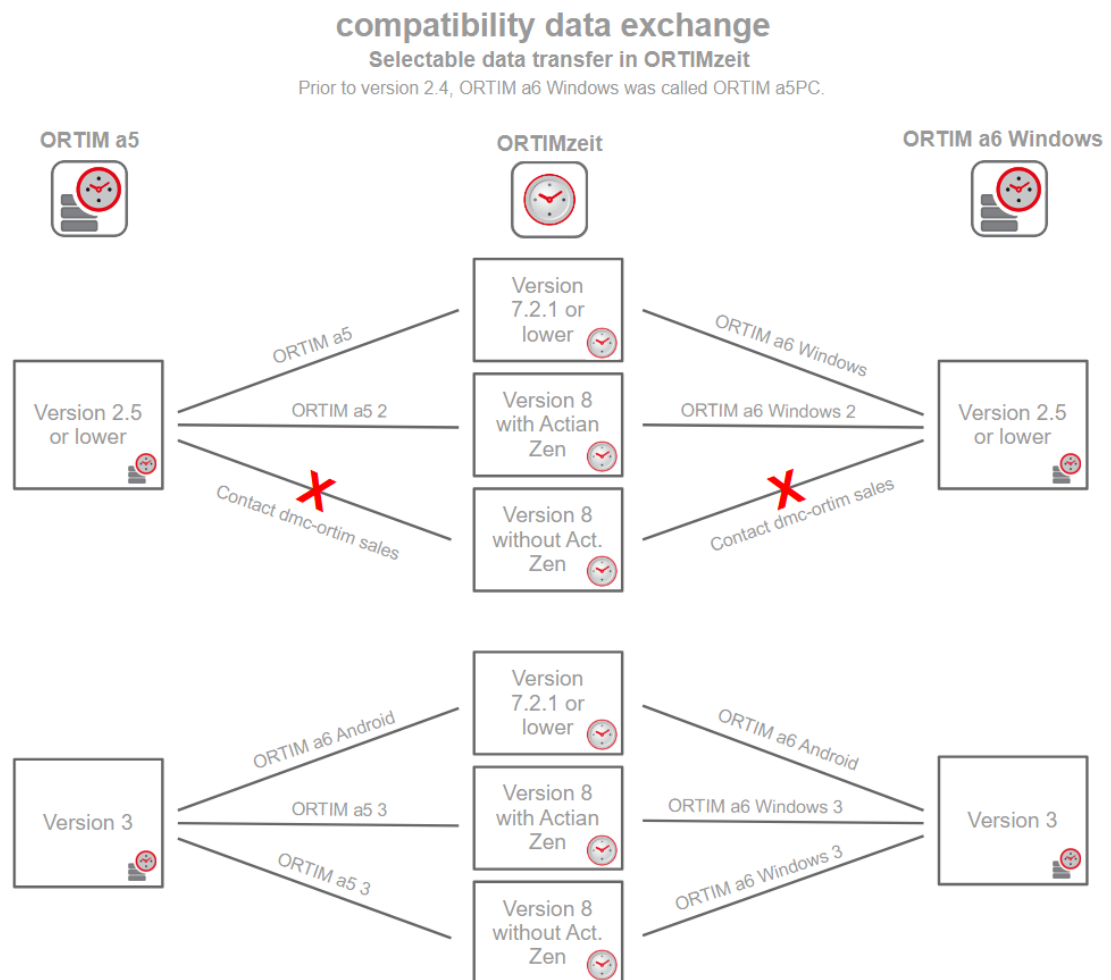
Compatibility with older versions

While older versions of ORTIM a6 Windows and ORTIMzeit use the Action Zen database, this is no longer required for ORTIM a6 Windows and ORTIMzeit 8.0.

Due to changes in the data exchange format, certain compatibility restrictions have occurred.

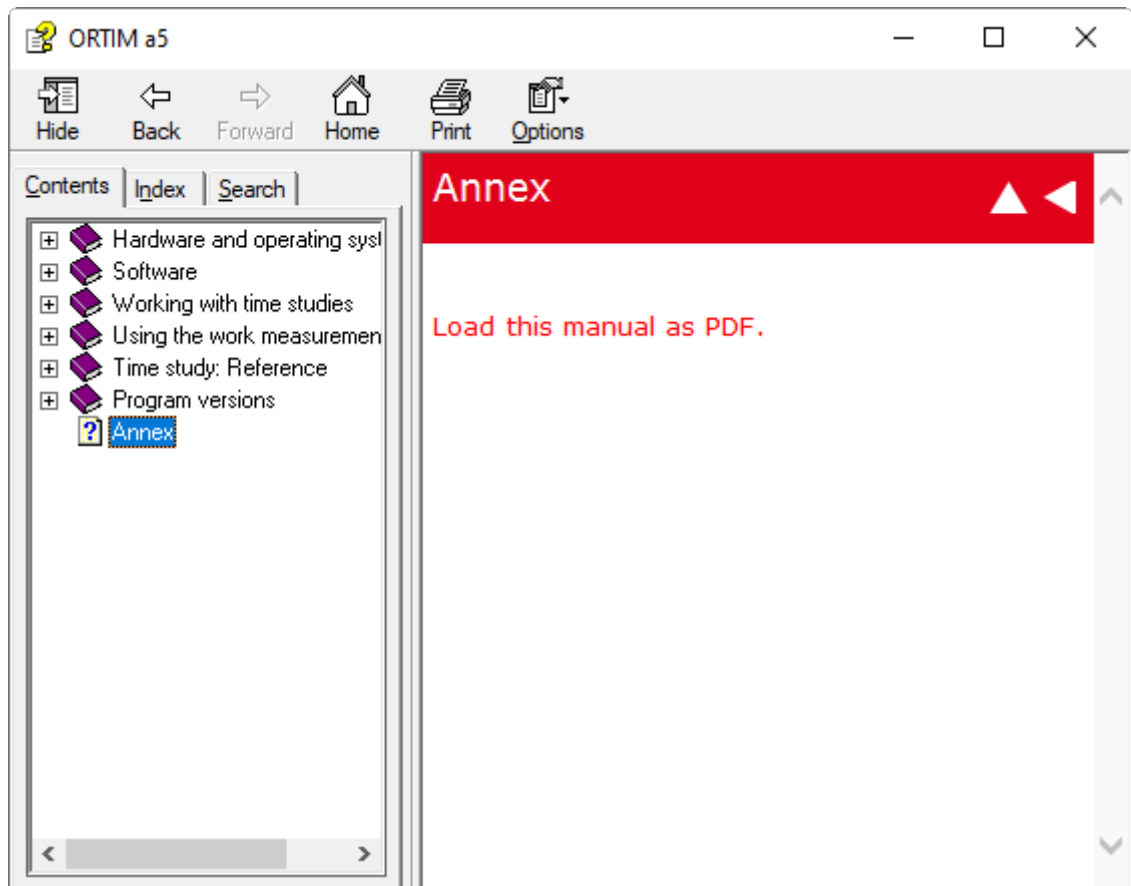
Before installation, check whether any studies from ORTIM a6 Windows or ORTIM a5 need to be transferred to ORTIMzeit, otherwise it may no longer be possible in the new configuration.

The following diagram contains all possible scenarios and also describes which interface to choose.



User Manual

The user manual to ORTIM a5 and ORTIM a6 Windows is available as online help. You will find an annex there with a link to export the user manual as pdf document.



2.1 Installing ORTIM a5

ORTIM a5 - the professional data acquisition device, can not be downloaded from the dmc-ortim download center.

Ergonomic handling with high functionality in all areas of application: time study - distribution time study - planning time.

If you have any questions about the device software, please contact technical support.

Phone: +49 43158092710

Email: technical_support@dmc-group.com

If you want to use the software on your own Windows tablet, please switch to the ORTIM a6 Windows product.

2.2 Installing ORTIM a6 Windows

ORTIM a6 Windows can be downloaded from the dmc-ortim download center.

Please contact dmc-ortim for login data.

After download please start the downloaded file.

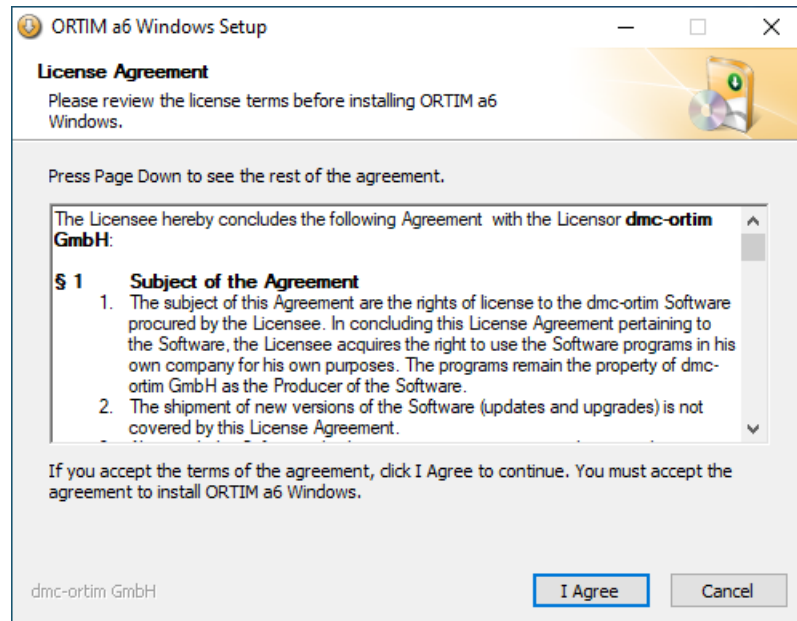


Load the installation file from the download center and launch the setup routine.

You will now be guided through the installation in a number of steps. Please be sure to read all the information carefully that is displayed during the installation. It is possible to abort the installation at almost all stages by clicking on the "Cancel" button. This also applies if the installation is already in progress.

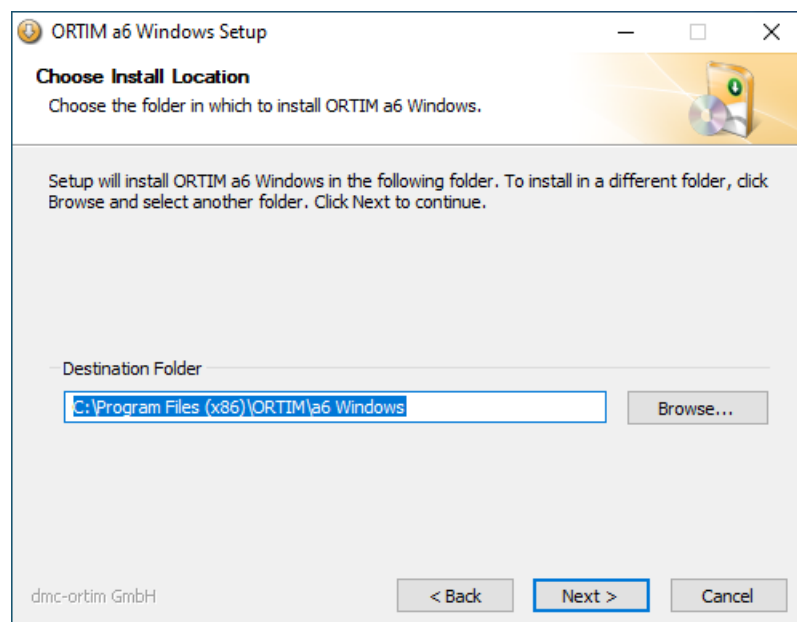
License Agreement

After an initial screen and the notification to exit all other programs during the installation, you will be prompted to agree to the software License Agreement. If you do not agree to this Agreement, you will not be able to use the software. If you do not understand this Agreement or believe that this Agreement does not apply to you, please contact dmc-ortim GmbH.



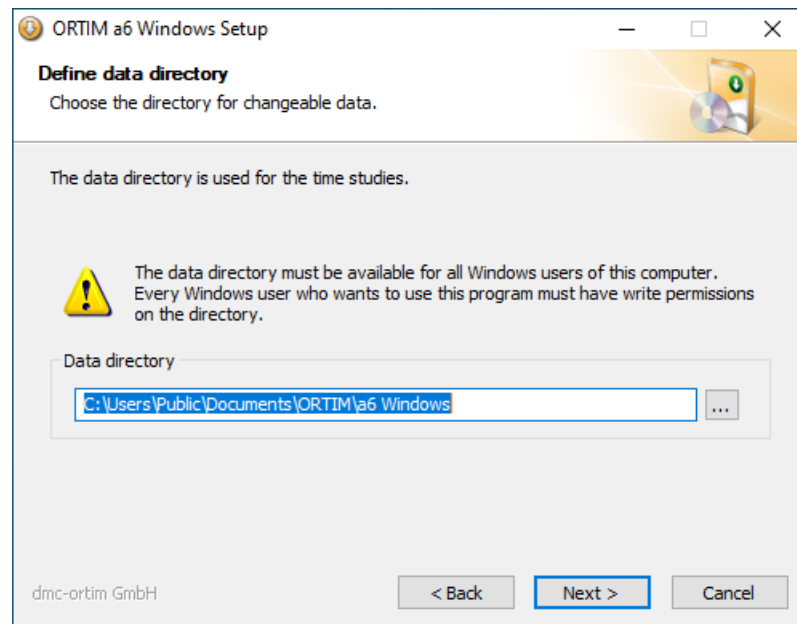
Install Location

In the next step, you will be prompted to specify a directory into which ORTIM a6 Windows is to be installed. If you do not wish to use the default directory, you can enter the directory you require or select it using the “Browse” function.



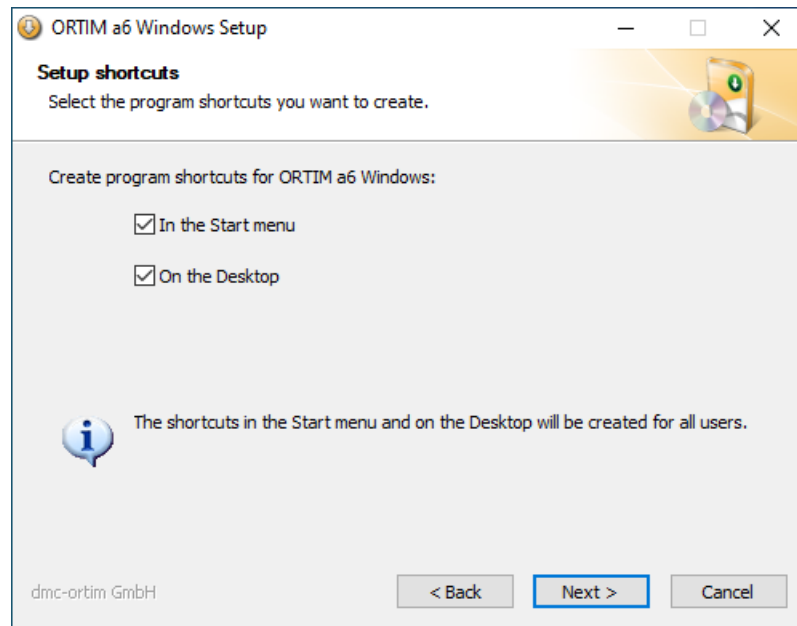
Data Directory

In the PC version, you are also required to define the directory in which you wish ORTIM a6 Windows to save the time studies. You should select this directory in such a manner that all Windows users who want to use the program can see this directory. During the installation, the setup program sets write permissions for this directory for the Windows users in the group “User”.



Shortcuts

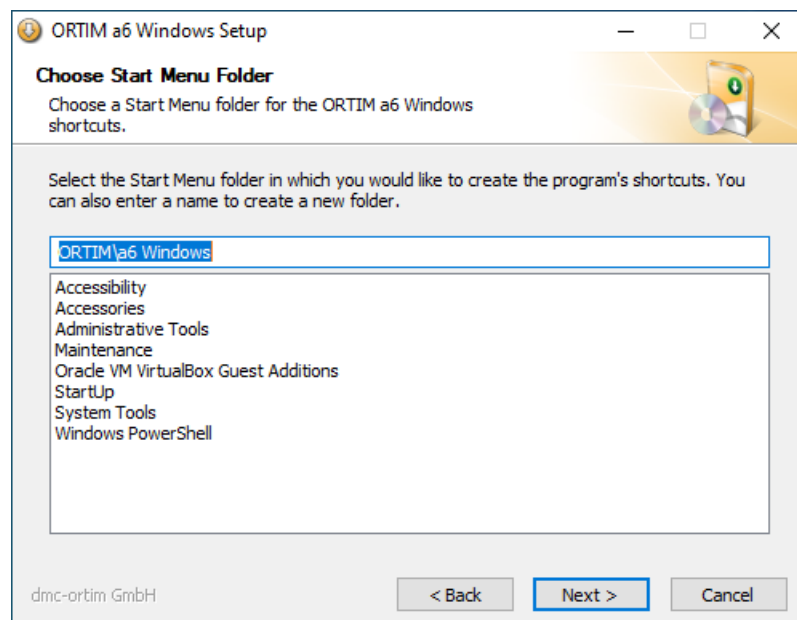
You are then required to select the shortcuts you need. It is only possible to create a shortcut in the Quick Launch bar for the active user. The other shortcuts are created for all the users, if necessary.



Start Menu Folder

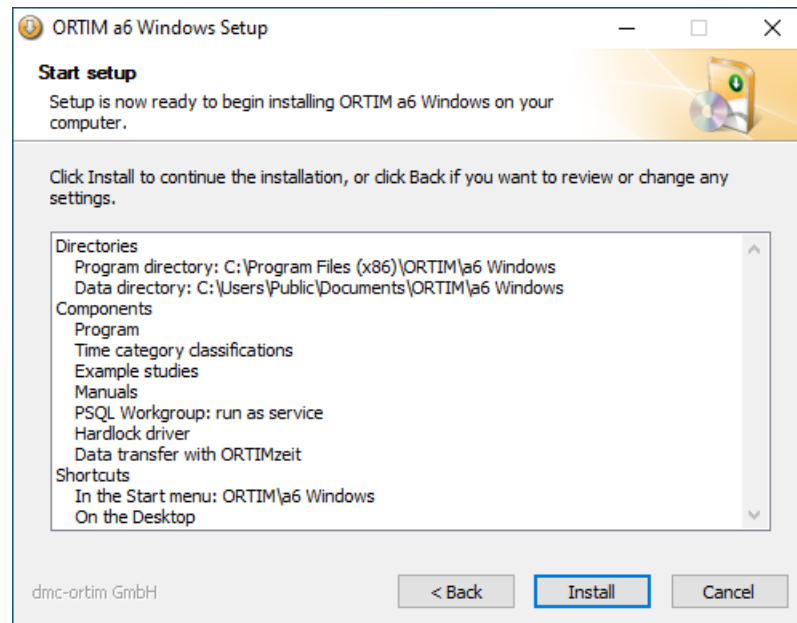
If you have decided that you would like to have a Start menu shortcut, you now have to select the corresponding folder.

During the installation of ORTIM a6 Windows, this entry window always opens. If you do not wish to create a shortcut in the Start menu, you can do this by selecting the option “Do not create shortcut”.



Summary

Prior to running the installation routine, a summary of the selected options is displayed. Select button “Install” to launch the installation.



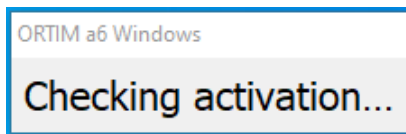
Exit Setup

Both during and after the installation, details of the installation procedure are displayed. After selecting “Next”, a final screen will be displayed, which allows you to select actions that are to be started on completion of the installation.

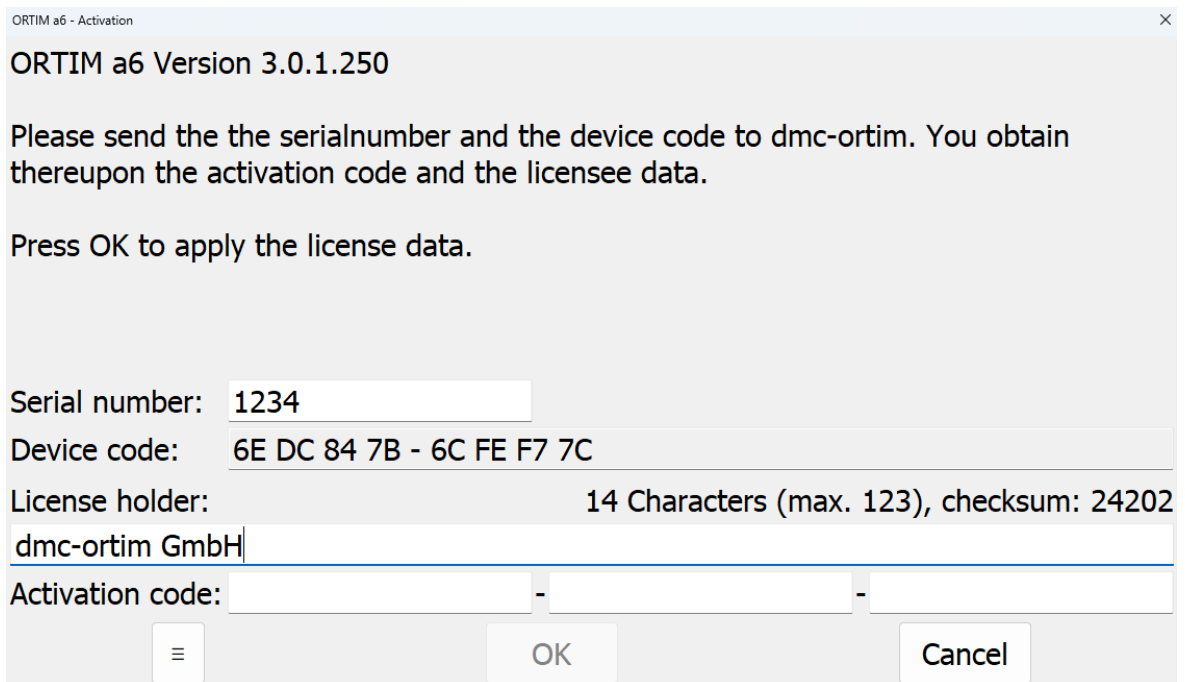


Activation

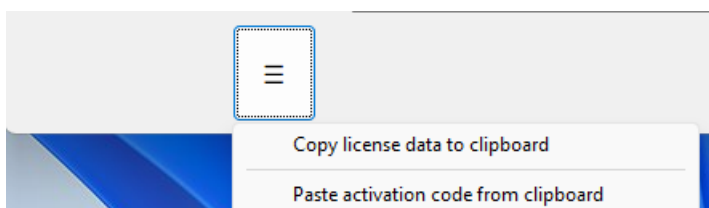
When you start the program for the first time, the activation status will be checked:



After a short time, the following message appears:



Send your device code and serial number to dmc-ortim GmbH (see shipping list).
You can copy the license data and paste the complete activation code from the clipboard
using the hamburger menu ☰.



You will then receive your activation data from dmc-ortim which can be pasted from the clipboard. The activation data are bound to the workstation computer and can not be used elsewhere.

2.3 Starting the Program

It is possible start the work measurement program by double-clicking on the icon on the Windows desktop or by selecting “All Programs – ORTIM – a5 – ORTIM a5” or “All Programs – ORTIM – ORTIM a6 Windows” via the Start menu. The program first asks you for a user name and password. If you do not enter this information within 60 seconds, the entry procedure will be cancelled. “Administrator” is set by default as the user. This user has the password 444.

Your ORTIM a5 is supplied with a 'crossover cable' and either a "USB-to-Ethernet converter" or a "USB2.0 to Fast Ethernet Adapter", which can be used for connecting the network connection of the ORTIM a5 device with an USB port on the workstation computer. To this end, you need to install the driver for the adapter on the workstation computer. Administrator rights are required to perform this installation.



3.1 Installation

At this juncture, the installation of the adapter under Windows 11 and newer is explained. The installation under other Windows variants is performed in a similar way.

Windows 10 and Newer

If you do not have a connection to the Internet, the drivers then have to be installed manually. If you do have a connection to the Internet, you can skip the next step and attach the USB adapter directly.

Prior to attaching the adapter, please download the installation program for the driver from the internet and transfer the installation program to the workstation computer. You will find the URL for downloading the program on the cover supplied with your device.

Attach the adapter to a free USB port on the workstation computer. You will then receive a message informing you that device driver software is being installed, before the message finally appears telling you that the device driver software has been successfully installed.

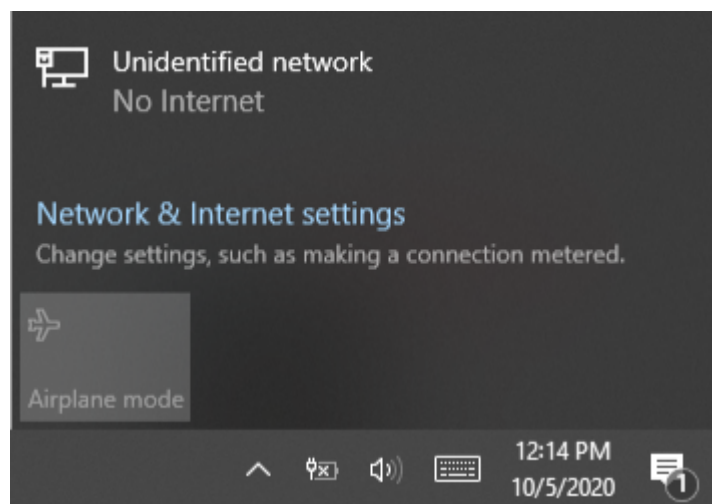
If, instead, you receive a message telling you that the driver software could not be installed, restart the workstation computer and repeat the installation procedure as if you had no connection to the Internet.

The driver installation under Windows 11 is carried out via Windows Update.

3.2 3.2 Establishing the Connection

Once the USB-to-Ethernet converter has been connected to the workstation computer and the driver is installed if necessary, it is possible to connect the ORTIM a5 device with the workstation computer using the crossover cable. Both computers then go into status “Obtaining network address”, which they generally display by means of a moving dot over the network icon in the task bar.

After a while (which can sometimes take one to two minutes), the “Unidentified network” message is displayed.



This message is usual for this type of connection and only means that it is not possible to set up a connection to the Internet via this network connection at this moment in time. It is possible, however, to exchange data with ORTIMzeit.

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3. A fault is regarded as a reproducible abnormal program termination in conjunction with an error message or malfunction, and not the absence of an additional program function desired by the Licensee.
4. dmc-ortim GmbH shall rectify at its own expense legitimate software errors. dmc-ortim GmbH shall endeavor to eliminate any such errors as swiftly as possible.
5. dmc-ortim GmbH is not liable for damages arising from software errors, unless, that is, legal regulations explicitly oppose this. The liability – both for dmc-ortim GmbH's own fault and for the fault of vicarious agents – is limited to wilful intent and gross negligence. The liability on the part of dmc-ortim GmbH for vicarious agents is limited, provided that this does not involve higher-level management, to the care exercised in the selection of the vicarious agents and their supervision.
6. In the case of gross negligence, the extent of any damage claim is restricted to the net price for the agreed service. Any compensation for damage is always restricted – in terms of the sum – to the cover provided by dmc-ortim GmbH's business liability insurance at the time of the damage occurring. This insurance cover currently stands at EUR 250,000.
7. dmc-ortim GmbH accepts no liability for errors, disturbances or damage arising from improper operation, the use of unsuitable equipment, abnormal operating conditions and, in the case of online connections to the central system of an external manufacturer, for errors, disturbances or damage attributable to this central system or the associated line network.

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1. dmc-ortim GmbH is entitled to cancel this License Agreement at any time and with immediate effect if the Licensee breaches any of the provisions set out in it.
2. The Licensee is liable to dmc-ortim GmbH for any damages arising from the breach of obligations derived from this Agreement. For each breach of this Agreement, dmc-ortim GmbH can – irrespective of further claims for damages – and to the exclusion of the continuation of the circumstances responsible for causing the breach – impose a penalty equivalent to 100% of the purchase price for the

corresponding overall program, without dmc-ortim GmbH having to prove in detail the actual damage incurred. Payment of this penalty does not release the Licensee from his obligations to comply with the provisions of this Agreement.

3. If, contrary to § 5 subsection 1 of this Agreement, the Licensee tampers with the program and changes the running of the Software, he is also liable to pay dmc-ortim GmbH a penalty of EUR 10,000.

4.8 §8 Safeguarding clause, written form, jurisdiction

1. If parts of this Agreement are or become invalid or partially invalid, this does not affect the validity of the remaining provisions. In such instances, the contracting parties are obliged moreover to replace the invalid provision with one that comes as close as possible to the original business objective. Any amendments to this Agreement require the written form.
2. Amendments to this Agreement can only be made in writing; this also applies to this written form clause.
3. This Agreement is subject to German law. The place of jurisdiction is Kiel.