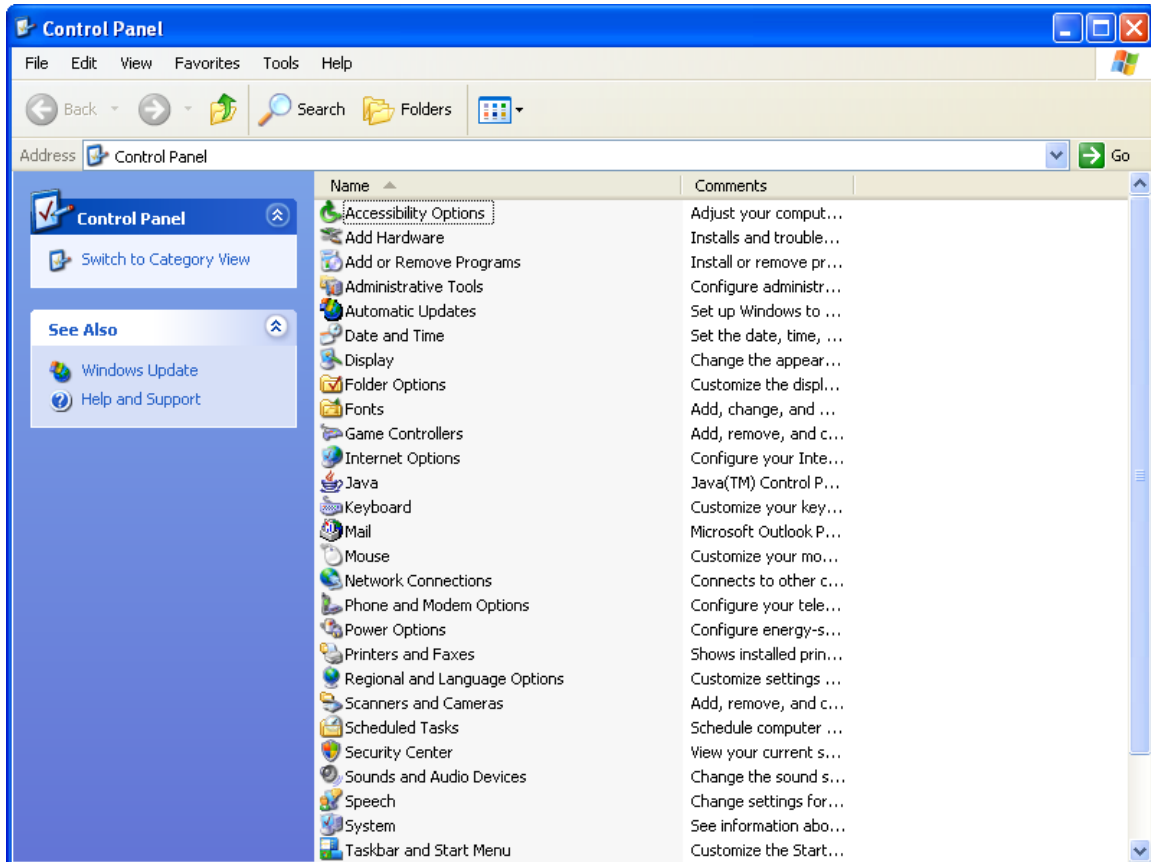


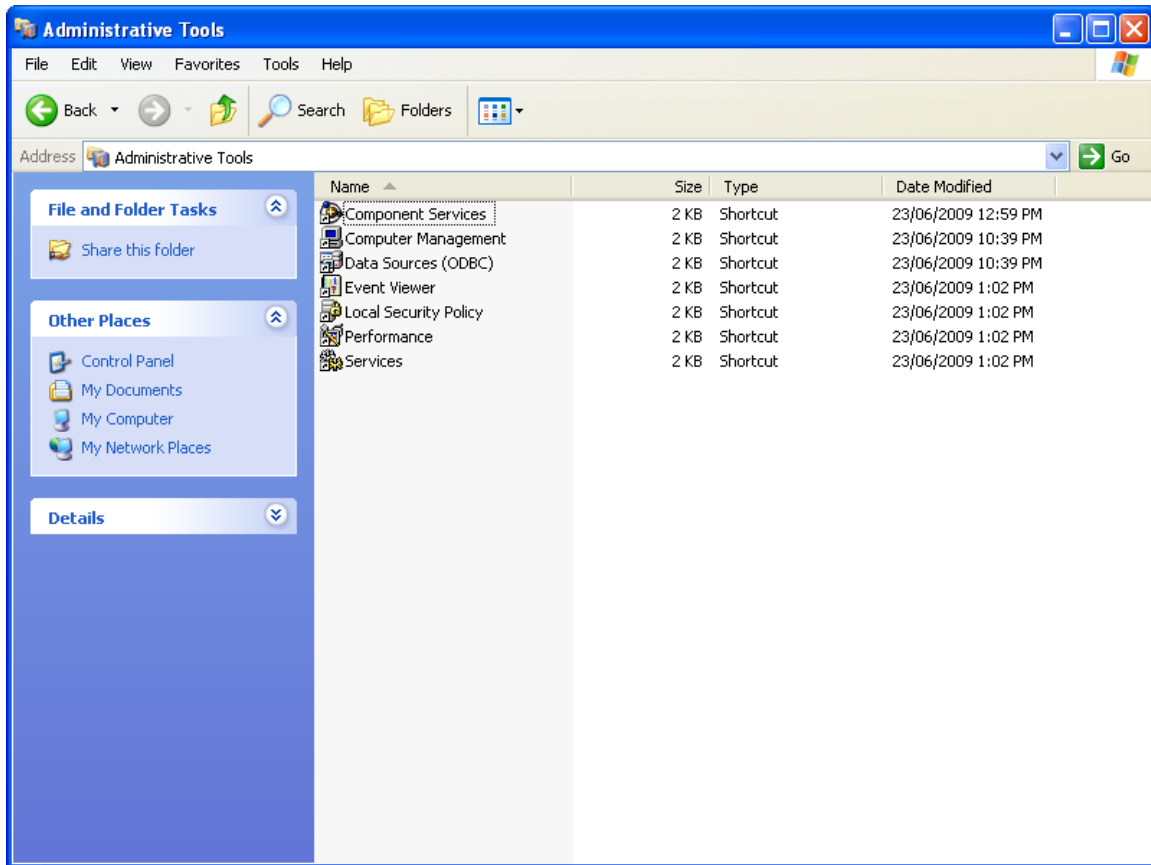
## Create ODBC Data Source for Haccpac Customised Reports Viewer (MS Access Users Only)

**Note:** This procedure only needs to be run once on each workstation that requires access to the Haccpac Customised Reports Viewer.

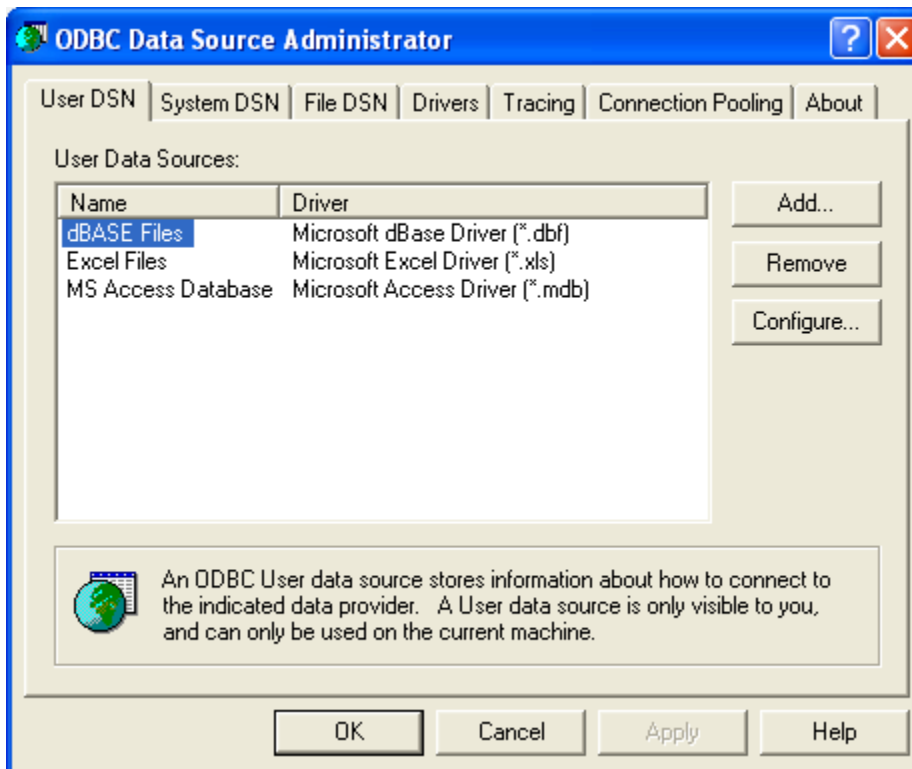
1. Select the **Control Panel** from the Start menu, and the select **Administrative Tools**.



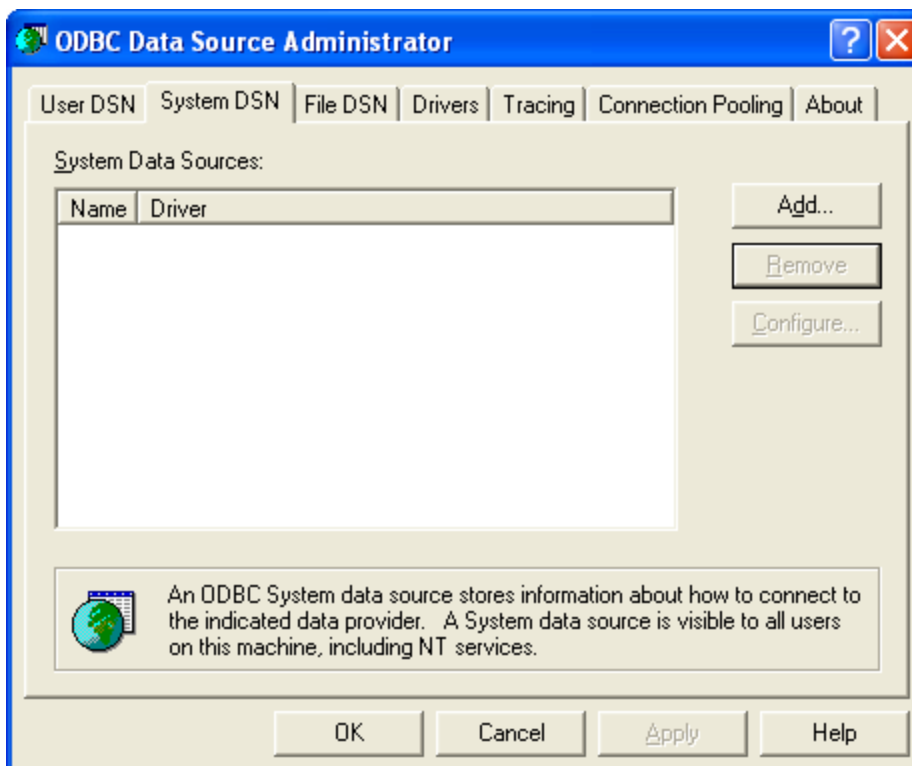
## 2. Select Data Sources (ODBC).



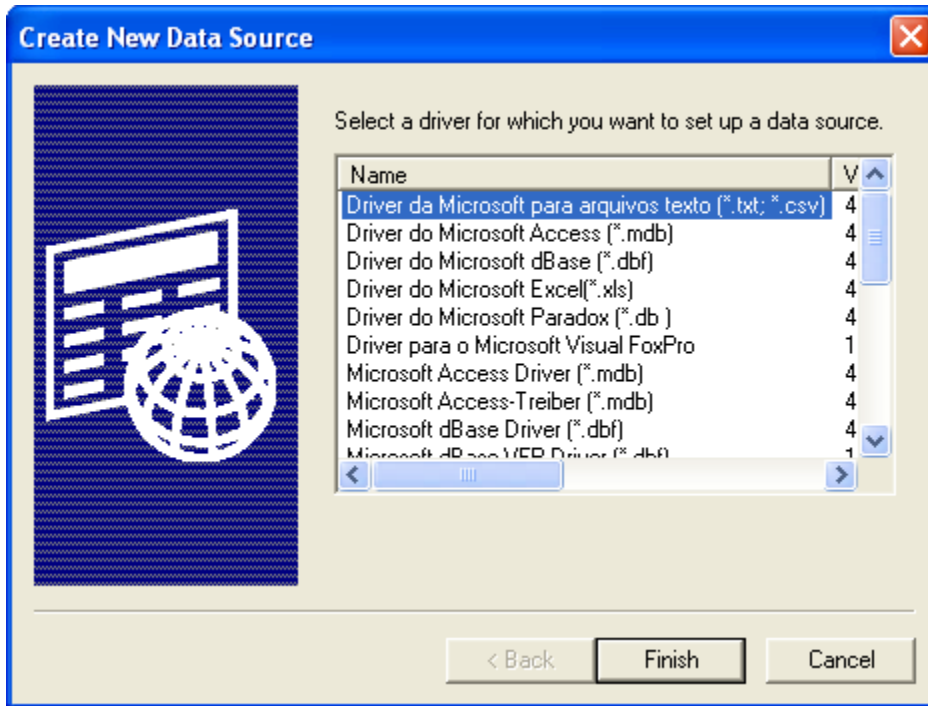
3. Select the **System DSN** tab.



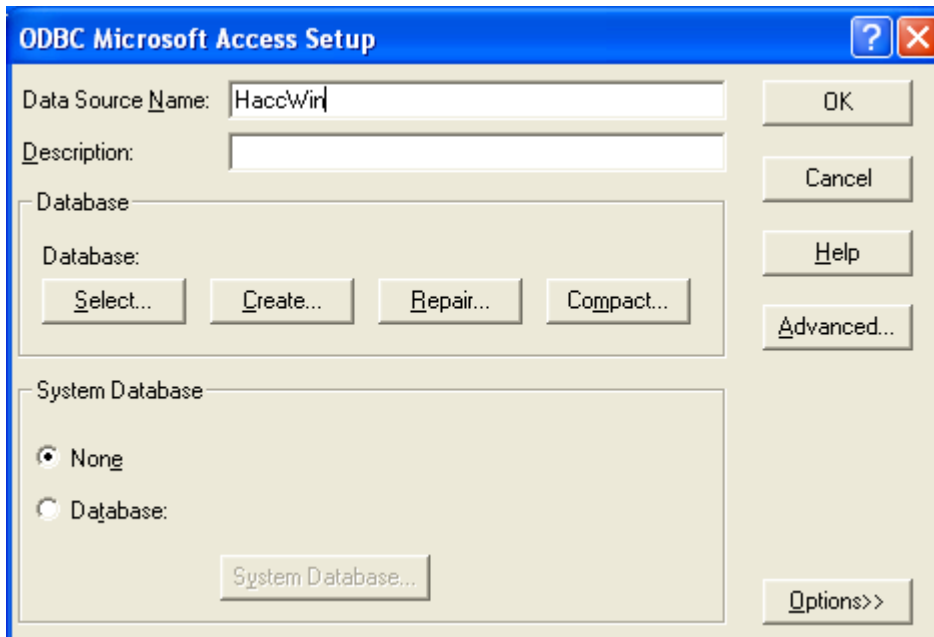
4. Click the **Add** button.



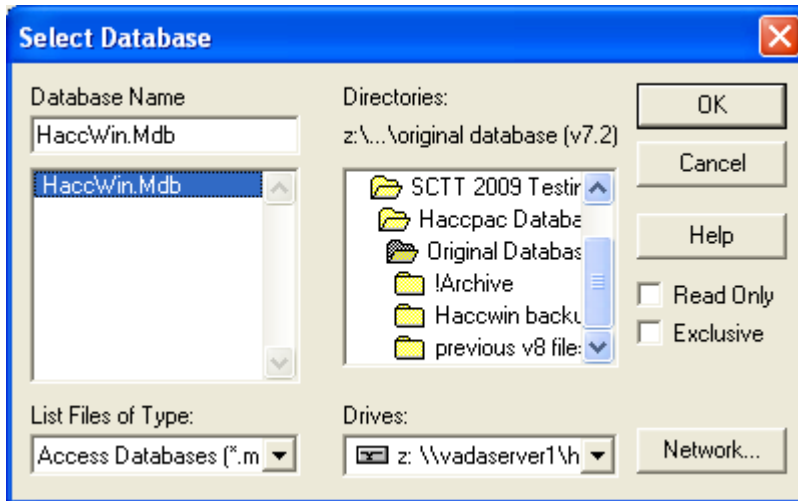
5. Select the **Microsoft Access Driver**.



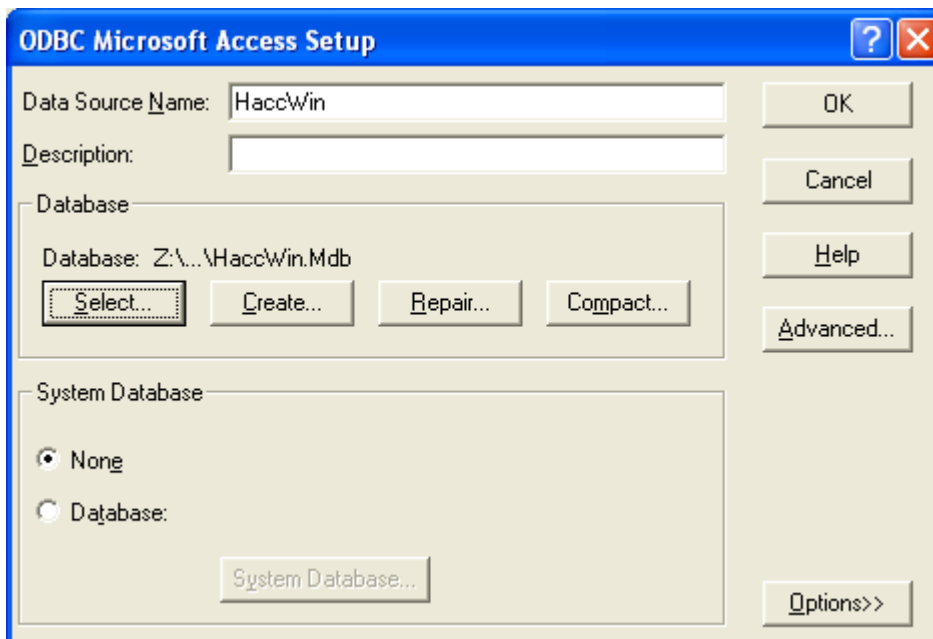
6. Enter **HaccWin** in the Data Source Name field.



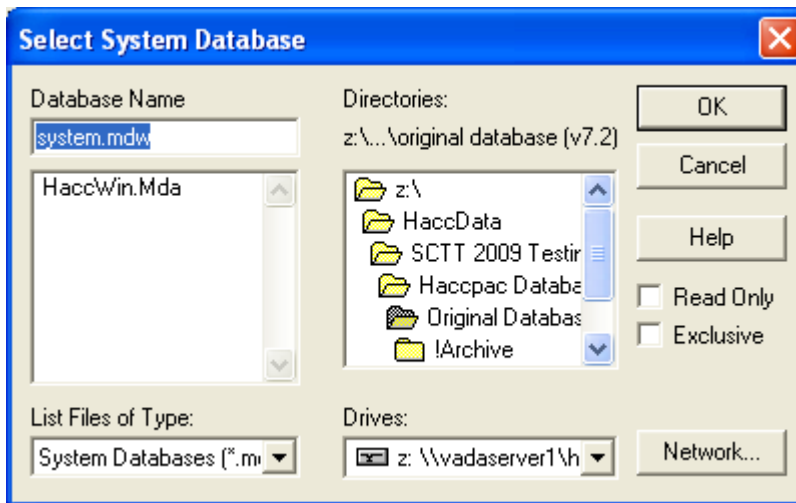
7. Click the **Select** button and browse to your MS Access database file (HaccWin.mdb).



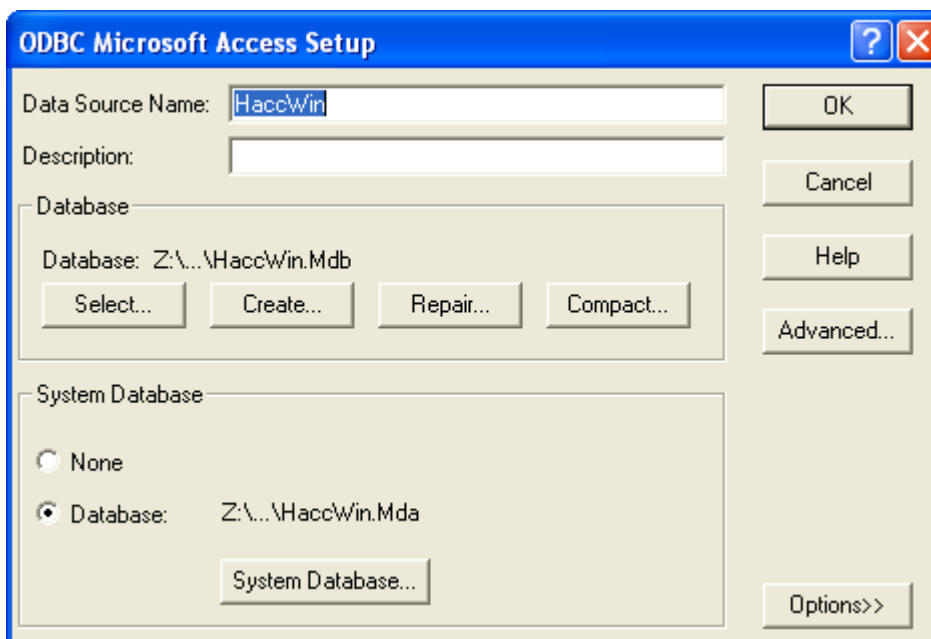
8. Select the **Database** radio button and then click the **System Database** button.



9. Select your **HaccWin.mda** file.



10. Click the **Advanced** button.



11. Enter the **Login name** and **Password**, as follows:

- Login name: Development
- Password: SupaPhill

**Set Advanced Options**

Default Authorization

Login name:

Password:

Options

Type	Value
DefaultDir	Z:\HaccData\SCTT 2009 Testing\
Driver	
ExtendedAnsiSQL	0
FIL	MS Access;
ImplicitCommitSync	
MaxBufferSiz	2048

Value of    DefaultDir   

OK  
Cancel  
Help

12. Click **OK** twice to save the ODBC connection.

