Installation

This section explains the system requirements to successfully install and run the SDE tool and provides instructions for computers running Microsoft operating systems Windows 7©, and Windows 8©, and Windows 10©.

The SDE tool can be installed from a zip (or compressed) file available on the FEMA website (refer to Section 2.2 for the web address). The installation from the website download includes all the files required to install and run the SDE 3.0 Tool. The SDE 3.0 Tool was developed using Microsoft .NET 4.6.1 Framework and should not interfere with other existing applications already on the host computer. The SDE 3.0 Tool can be found on the FEMA webpage listed in the installation steps below.

System Requirements

Users can avoid the requirement for full local administrative rights if the installation file is stored in and opened from the My Documents folder on the root directory on the host computer. If the installation file is stored in any other folder, administrative rights may be required. The need for administrative rights is set by the agency, community, or other entity that is responsible for the security and maintenance of the user's computer.

Table 1 provides the minimum system requirements to run the SDE tool successfully.

Table 1: Minimum System Requirements to Run the SDE 3.0 Tool

System Element	Recommendation
Processor	32-bit processor, with a 1 gigahertz (GHz) or faster processor
Framework	.NET ("dot NET") Framework 4.6.1
	If .NET Framework 4.6.1 is not already installed, the SDE installation routine will attempt to install it (refer to Step 3 below).
Operating system	Windows 7, 8, or 10
Memory	1 gigabyte (GB) minimum
	2 GB or more recommended
Hard disk space	Approximately 300 megabytes (MB) of available hard-disk space
	If SDE is installed on a network drive, set up the tool in the standalone mode during installation.
Display	Super VGA (1,024x768 pixels) or higher resolution video adapter and Adobe Reader Version XI or higher
Monitor Companion tool	Other Adobe Reader versions or other programs may work to display the PDF files, but the recommended version of Adobe Reader should be used for the help links in the tool to work as intended.

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Companion tool	Microsoft Office 2007 or later - or - Microsoft Office Access Database Engine 2007
	If the user does not already have either of these software options installed, Microsoft Office Access Database Engine 2007 is included in the documentation folder within the directory where the SDE tool is installed. Locate the SDE3.0 directory; select the Documentation folder, then select Microsoft_2007_AccessDatabaseEngine.exe to start the install process.

Installation Steps

Prior to installing the SDE 3.0 Tool, users are encouraged to export and save any existing SDE data from previous versions of the SDE tool. Although it is not required, FEMA recommends that users uninstall previous versions of the SDE tool from the host computer using the Windows Add/Remove Programs function to avoid confusion between past and current SDE inventories.

Installation steps may vary depending on the host computer setup and the utility program installed on the computer to unzip the SDE tool installation file downloaded from the FEMA website.

Use the following steps to install the SDE 3.0 Tool using a zip file downloaded from the FEMA website:

> **USER NOTE:**
>
> A host computer can only have one installation of the SDE tool.

1. After opening the FEMA website (http://www.fema.gov), search on "SDE" or use the SDE web page found at https://www.fema.gov/media-library/assets/documents/18692 to locate the SDE tool download function.

2. Download the SDE installation zip file to the My Documents folder on the host computer and unzip the file. In many cases, users can unzip the folder by right-clicking on the file and selecting the option *Extract All...* from the list of options or by double-clicking the zip folder and selecting the option *Extract all files* from the list of choices displayed. Some users may have an unzip utility installed that activates automatically when they select a zipped folder or file.

3. If the .NET Framework 4.6.1 is not already installed, the SDE installation routine will attempt to search online for the Framework and install it on the host computer during the SDE 3.0 installation. **Local administrative rights and an Internet connection are required to install the .Net Framework 4.6.1.** The user will need to accept the Framework license agreement (Figure 1) for the installation to continue.

4. After the SDE file has been extracted, open the folder and double click on the "Setup.exe" file to start the tool installation process. The Setup Wizard window shown in Figure 2 will appear.

5. Select *Next* button to continue the installation.

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6. The Select Installation Folder window (Figure 3) will appear next. This window allows the user to proceed with installation in the default location or change the destination folder. After the destination folder is identified, select *Next* to continue.
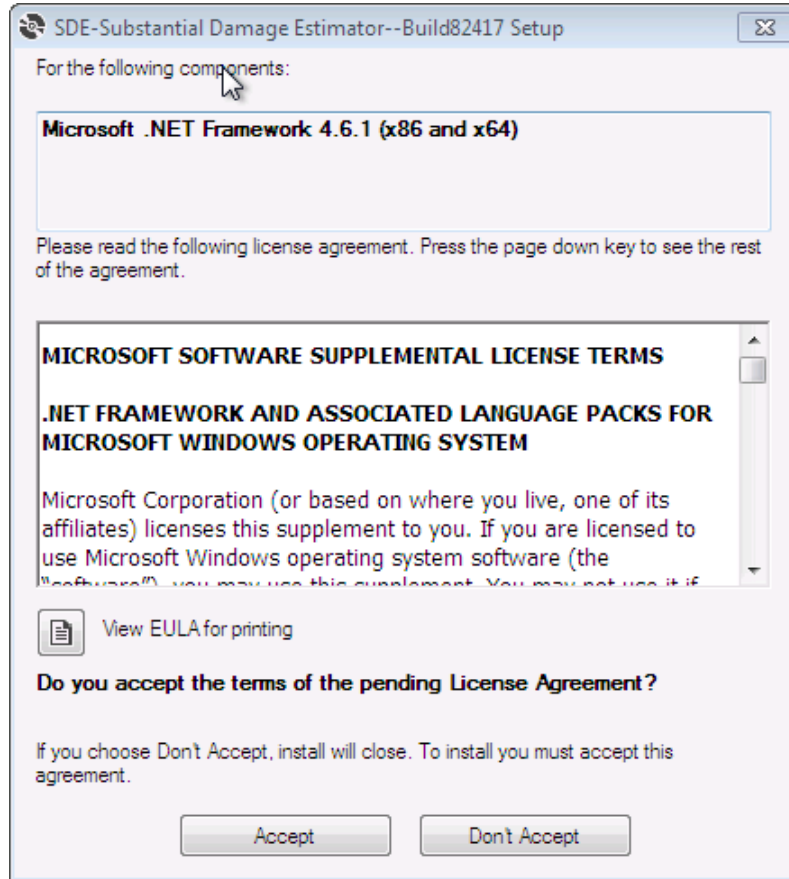

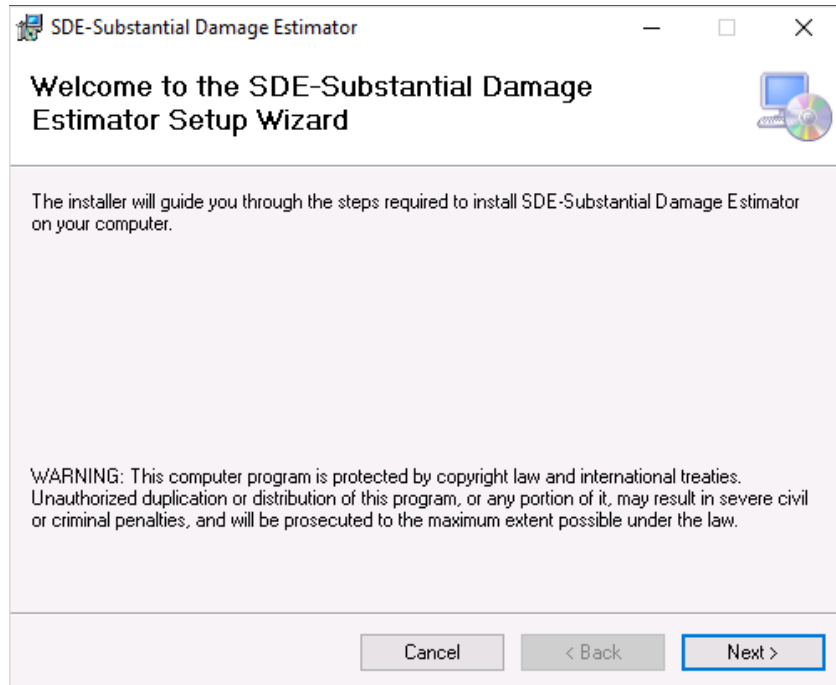**Figure 1: .NET Framework 4.6.1 License Agreement**
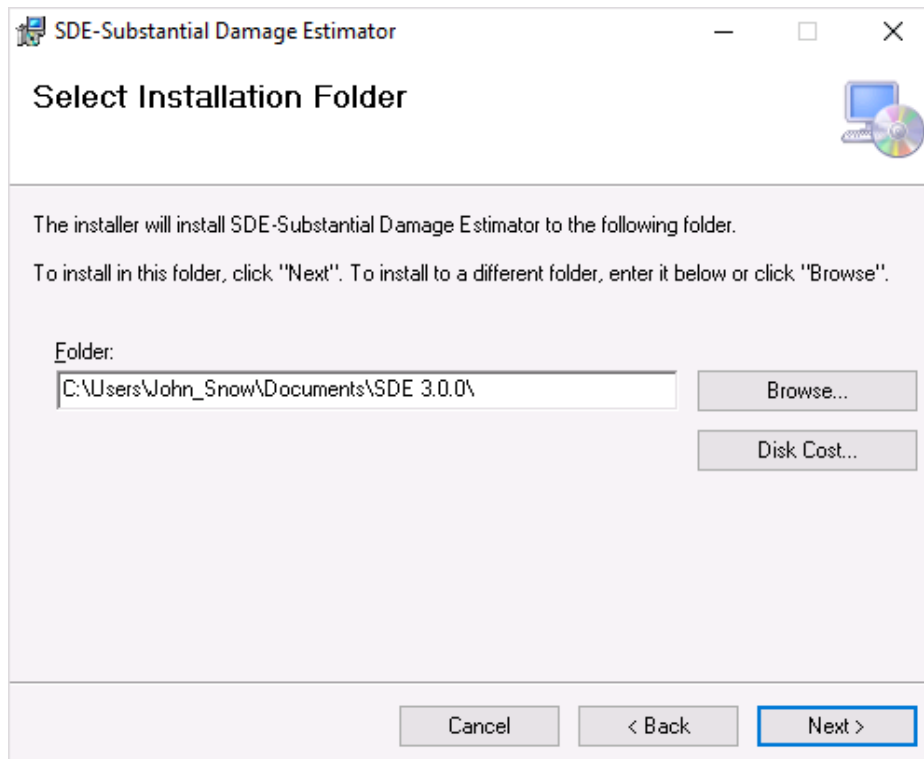
Installation

Figure 2: SDE Setup Wizard

Figure 3: Select Installation Folder

Installation

7. When the Confirm Installation window appears, the Setup Wizard is ready to proceed with the SDE installation on the host computer (Figure 4). Select *Next* to continue.
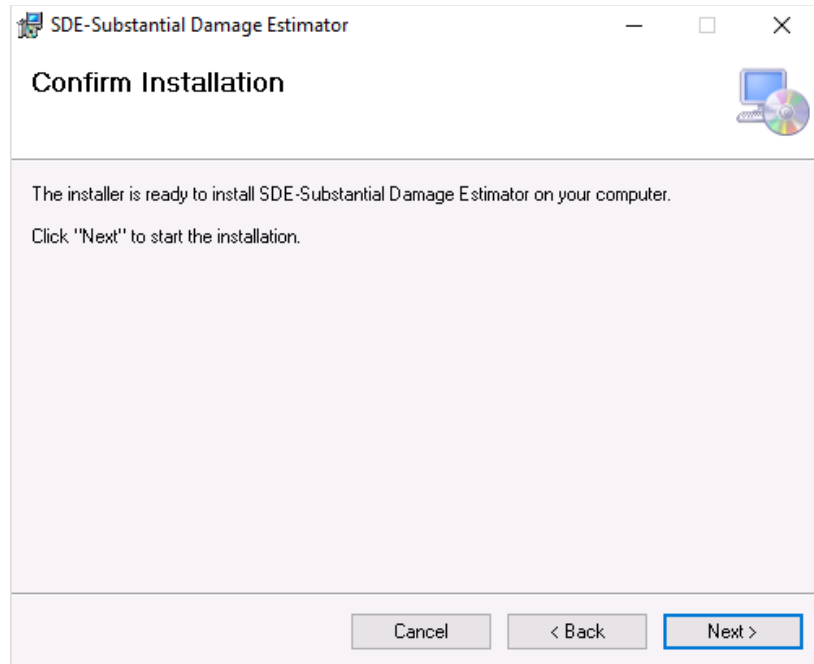

Figure 4: Confirm Installation window

8. The installation status window (Figure 5) will show the status of the installation process. When the status bar reaches 100%, select *Next* to continue.
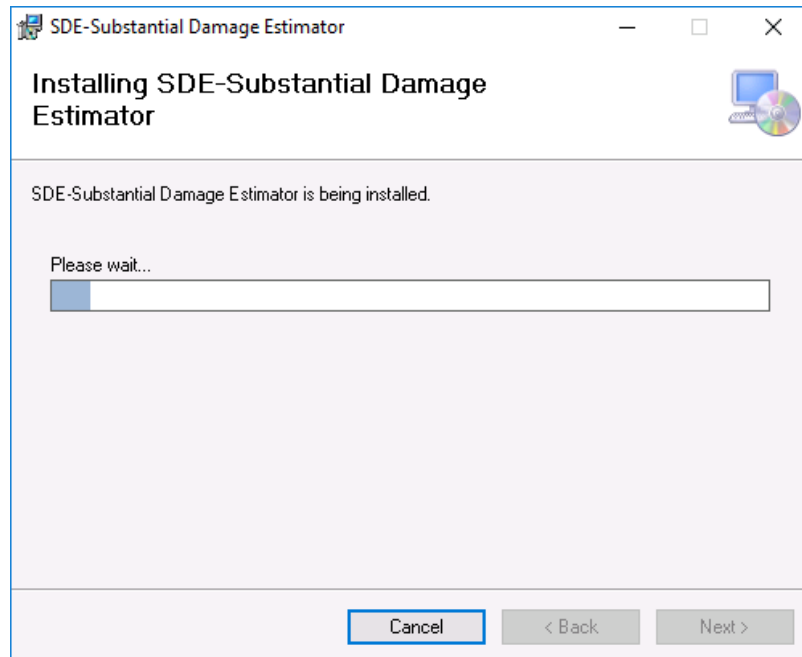

Figure 5: Installation status window

Installation

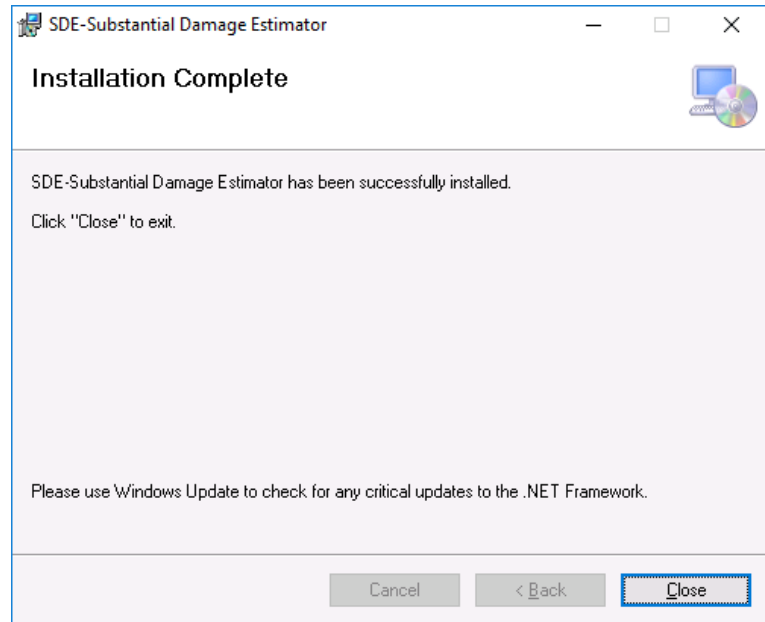9. Once the installation is complete, select **Close** to end the installation process (Figure 6).

Figure 6: Installation Complete window

10. Upon completion of the installation, an SDE icon (Figure 7) will appear on the desktop of the host computer. Double-click the icon to run the SDE tool.

Figure 7: The SDE icon

Database Name and Type

The first time the tool is run on the host computer, the Database Information window (Figure 2-7) appears and prompts the user to select the database type (from the drop-down list) and add a name for the database.
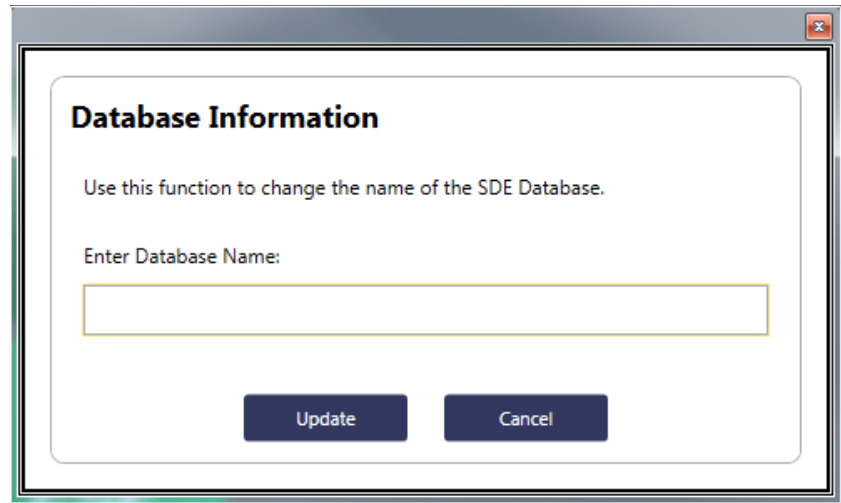

Figure 8: Enter the database name

There are two types of SDE databases: Stand-alone and Client/Server. Stand-alone versions are installed on a single host computer. Only the user of the host computer has access to a stand-alone SDE database. On a Client/Server or network installation, multiple users can access the same SDE database once they map the network drive from their computer to the network location where the database is stored. The advantage of a network location for the database is that all users have access to the same copy of the database.

To install a new SDE database on a network server, use the following steps:

1. Install the SDE tool on the host computer using the installation guidance from Section 2.

2. Locate the SDE folder on the host computer.

3. Open the SDE folder and copy the SDEDatabase.mdb file from the host computer and copy it to the destination folder on the network.

4. Go to the *Database Functions Menu* on the SDE *Main Toolbar* and open the *Set/Reset Server Database Location* function.

5. Locate the server location of the SDEDatabase.mdb that was placed on the network in Step 3 above. Select *OK*.

6. All users can map to the same database server location to access the same copy of the database.
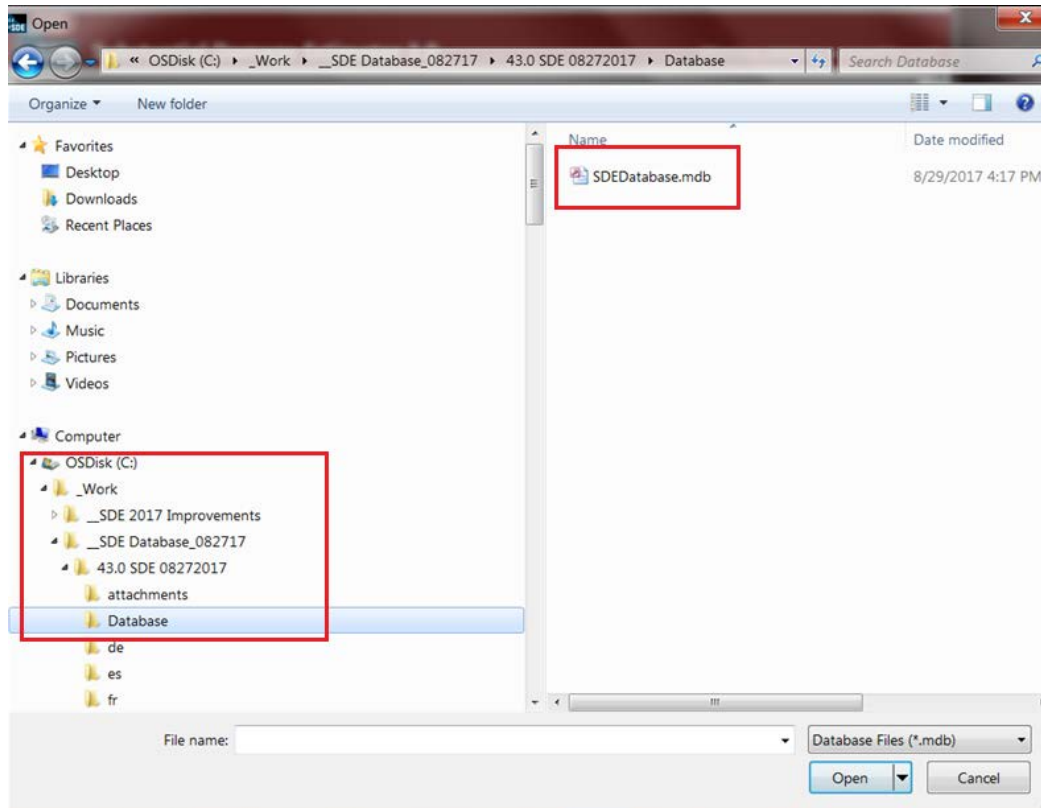
Figure 9: Location of SDE Database

To share existing SDE databases with assessments and photographs, use the following steps. It is assumed that the SDE tool is already installed as a stand-alone version on the host computer.

1. Copy the SDEDatabase.mdb to a server location, using Steps 2 to 5 above.

2. Copy the Attachments folder to the server at one folder level above the SDEDatabase.mdb.

Additional users can map to the same database server location, which allows multiple users to work in a single copy of the database.