

Agilent MassHunter Walkup System

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Installation

Walkup software can be installed:

- in a small lab on standalone workstations
- in a large lab in a Networked System

In a large lab, the Walkup system consists of:

- Server that runs OpenLAB Shared Services
- Networked OpenLAB CDS or MassHunter workstations

All networked systems must run the same version of Walkup and OpenLAB Shared Services.

- Office computers that are used to manage Walkup and lab data remotely

NOTE

OpenLAB CDS Distributed System is not supported.

Walkup supports only these instruments, software and hardware revisions:

- Agilent 1100 or 1200 Series Liquid Chromatograph
- Agilent 1290 Infinity LC System, except:
 - Fraction Collector not supported
 - Multisampler and Clustered Devices not supported for OpenLAB CDS
- Agilent Infinity LC Injector HTS/HTC or equivalent
- For Agilent 6100 Series Single Quad LC/MS:
 - OpenLAB CDS ChemStation Edition C.01.07
 - MS firmware 3.02.42 or higher
- For Agilent 6200 Series Time-of-Flight or 6500 Series Quadrupole Time-of-Flight LC/MS:
 - MassHunter Acquisition for TOF/Q-TOF B.06.01 or higher
 - MassHunter Qualitative Analysis B.07.00 or higher
- Windows 7 (64-bit)
- OpenLAB Shared Services Server Version A.02.02

Installation

Step 1. Install OpenLAB Shared Services on the server (large labs only)

NOTE To upgrade the Walkup software, start at “To upgrade Walkup software only” on page 27 or “To upgrade Walkup and OpenLAB CDS only (small lab or no server upgrade)” on page 27.

Step 1. Install OpenLAB Shared Services on the server (large labs only)

- 1 Install the OpenLAB Shared Services software on a server system.

Follow instructions in the *Agilent OpenLAB Chromatography Data System (CDS) Networked and Distributed System Installation and Configuration Guide*.

Make sure you do the steps in “Install OpenLAB CDS on the Server”.

- 2 Make sure that the system is completely verified.

Step 2a. Install and configure MassHunter and OpenLAB Shared Services

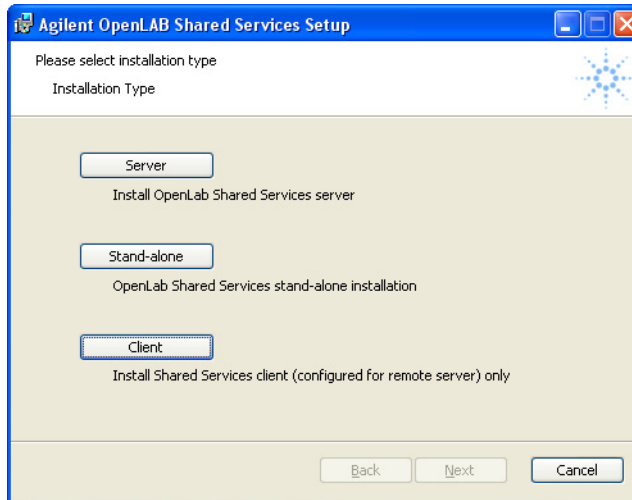


Do this step for each MassHunter Workstation on which Walkup will be installed.

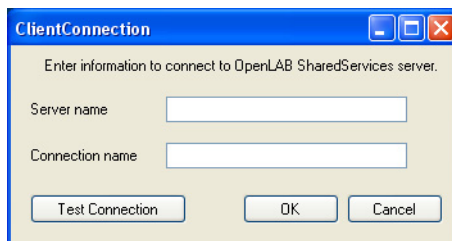
- 1 Make sure MassHunter Workstation is installed and verified. Refer to the installation guide for MassHunter Workstation.
- 2 Insert the Walkup installation disc into the disc drive.
- 3 Click the link to install Walkup on a MassHunter workstation.
- 4 If Microsoft .NET Framework 4.5 is not installed on the workstation, click **Install** for Microsoft .NET Framework.
- 5 Under either **Small Lab** or **Large Lab**, depending on your lab configuration, click **Install** next to **OpenLAB Shared Services**.

Step 2a. Install and configure MassHunter and OpenLAB Shared Services

- 6 Click the appropriate installation mode.
 - For small labs, click **Stand-alone**.
 - For large labs, click **Client**.



- 7 For client installations:
 - a In the **ClientConnection** dialog box, for both the **Connection name** and the **Server name**, type the name of the OpenLAB Shared Service computer.
 - b Click **OK**.



- c When the installation completes, the OpenLAB Control Panel icon appears on the desktop.



Do this step for each OpenLAB CDS workstation on which Walkup will be installed.

For large labs, refer to the *Agilent OpenLAB Chromatography Data System (CDS) Networked Workstation Installation Guide*.

For small labs, refer to the *Agilent OpenLAB Chromatography Data System (CDS) Workstation Installation Guide*.

- 1 Install all hardware as instructed in the appropriate installation guide.
- 2 Install the OpenLAB CDS ChemStation Edition software on each workstation, as described in the installation guide.
 - In the System Configuration Check step, select **ChemStation Edition**.
 - To use Walkup with LC/MS instruments, make sure that **IO Libraries** are installed.
 - Make sure all required patches and hot fixes are installed.
- 3 Make sure that the LC or LC/MS instrument is properly installed and verified.

Step 3. Configure OpenLAB system settings

- 1 Start the OpenLAB Control Panel.

For MassHunter Data Acquisition systems, you can ignore any status message that indicates that the OpenLAB Control Panel will expire or has expired.

- 2 Set the authentication provider to **Internal** or **Windows Domain**:
 - a Click **Administration**.
 - b In the **Navigation** pane, click **System Configuration**.
 - c Click **Edit System Settings**.
 - d In the **Edit System Settings** dialog box, under **Current Configuration**, select **Internal** or **Windows Domain**.
 - e Click **Next**.

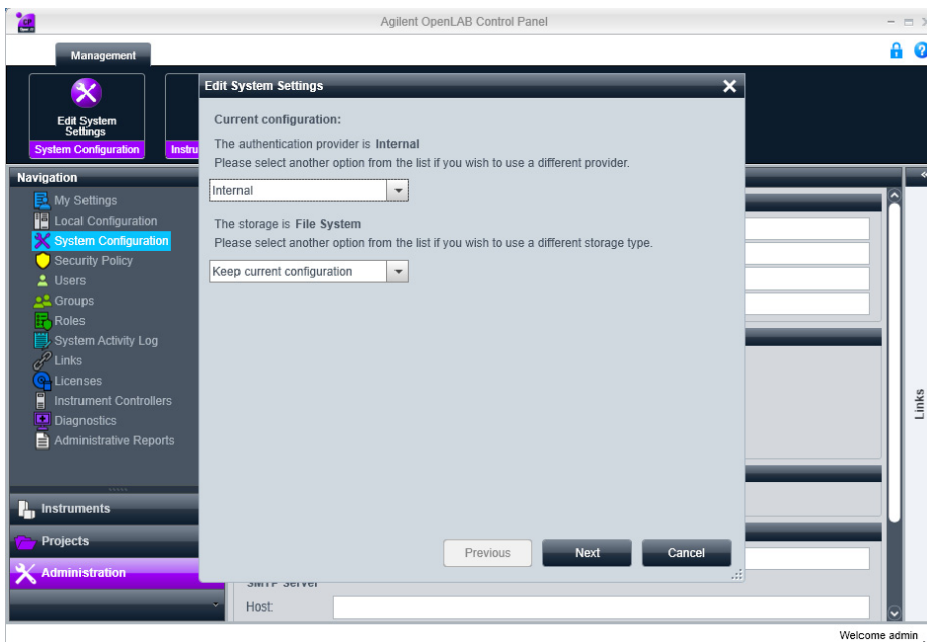
If you select **Internal**, Walkup user accounts are managed through the OpenLAB Control Panel.

If you select **Windows Domain**, Walkup accounts can only be set up for users that are registered with the Windows domain controller. The domain controller is typically managed by the IT department.

- 3 If you selected **Windows Domain** as the authentication provider:
 - a If needed, mark the check box under **Authentication Parameters** and type in the required parameters.
 - b Click **Select Account**.
 - c Search for the user name of an administrator in the domain in which the OpenLAB Shared Services server sits.
 - d Click **Apply** to apply Windows Domain authentication provider settings.
- 4 If you selected **Internal** as the authentication provider:
 - a Click **Create Account**.
 - b Set up an administrator account and click **OK**.
 - c Click **Next**, and then click **Apply**. Confirm that you want to make your changes.

Installation

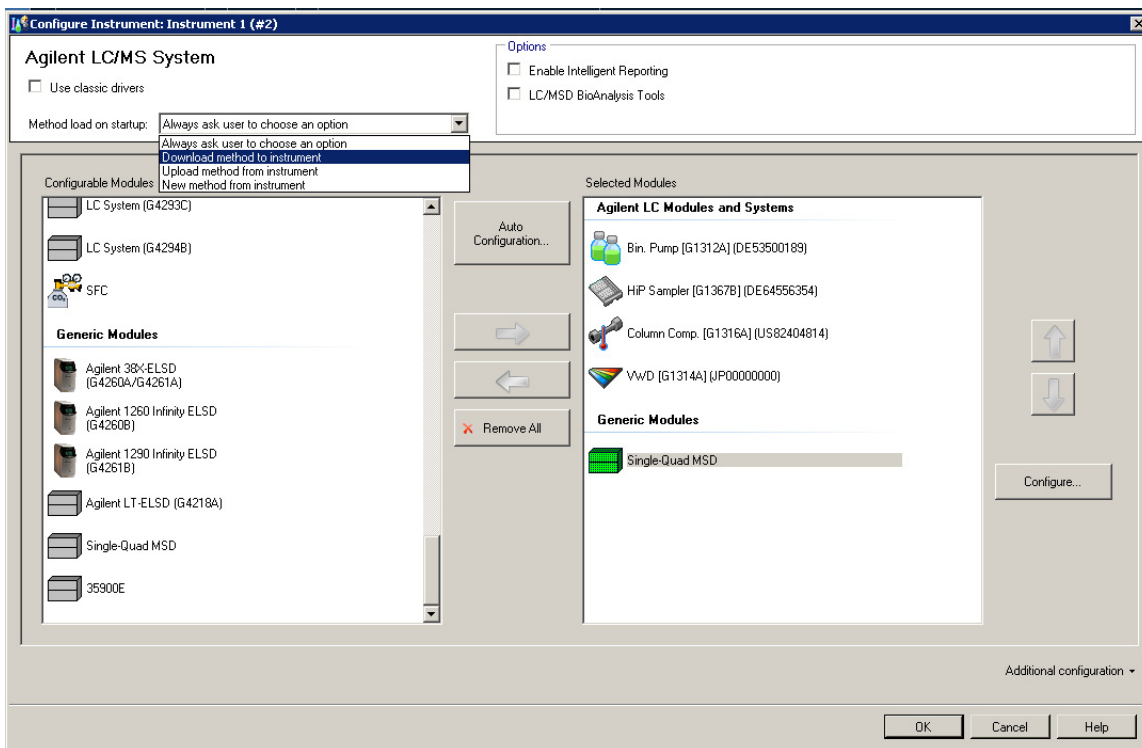
Step 3. Configure OpenLAB system settings



5 For OpenLAB CDS workstations only. Configure instruments:

- a Click **Instruments**.
- b Create and configure all instruments in the OpenLAB Control Panel.
For **Method load on startup**, select **Download method to instrument**.

Note that Walkup supports only one instrument on each workstation. If multiple instruments are configured, the Walkup instrument must be Instrument 1.



6 For OpenLAB CDS workstations only. Create shortcuts for the ChemStation program:

- a In the OpenLAB Control Panel ribbon, click the **Create Shortcuts** icon.
- b Click **OK**.

Step 4a. Configure MassHunter Workstation



- 1 On the MassHunter Workstation, configure the LC/MS instrument and LC modules.

Do this even if the instrument is already configured in MassHunter or OpenLAB Control Panel.

If you are warned that the instrument configuration failed, click **OK**. This warning appears if the instrument is already configured in OpenLAB Control Panel.

When you are prompted to log into OpenLAB, log in using the OpenLAB admin account that you just created.

Refer to the *Installation Guide* for your LC/MS system.

- 2 In the MassHunter Qualitative Analysis program:
 - a Create a method with automated processing steps included.
 - b Select to save the result files (either reports or exported files) with the data files.
 - c If you are using the Molecular Formula or the Masses workflow, in the **Find by Formula - Options > Formula Source** tab, set **Source of formulas to confirm to Worklist**.
 - d If you are using the MassHunter BioConfirm program, then for each method, in the **Define and Match Sequences > Source** tab, set the **Match source** option to **Worklist**.
- e Save the method.

See “Set match sequence method parameters” in the Qualitative Analysis online Help.

To check that the method generates an automated report, use the DA Reprocessor program with an existing data file.

- 3 In the MassHunter Data Acquisition program, for all methods that will be used with Walkup:
 - a Make sure all the values on the **Instrument State** tab, including **Fast Polarity Switching**, are the same.
 - b Enable qualitative analysis.
 - c Specify to copy or link to the Qualitative Analysis method that you just created.
 - d Save the method.
- 4 In the MassHunter Data Acquisition program, save a copy of the default method as **WalkupStandby.m**.

This method does not need to contain data analysis components. It is used as an idle method to lower the flow rates to reduce solvent consumption after the last sample is run.

Step 4b. Configure OpenLAB CDS



Do this on each OpenLAB CDS workstation.

- 1 Start the ChemStation Console. To do so, click the ChemStation icon for online analysis.

If a desktop shortcut was not created, open the OpenLAB Control Panel. For the instrument that you will use with Walkup, under **Start Instrument**, click **Launch**.

- 2 When the ChemStation workstation is started for the first time, and when prompted, select the appropriate LC/MS model.
- 3 Create a method in ChemStation console.
- 4 Save the method as **WalkupStandby.m**.

This method does not need to contain data analysis components. It is used as an idle method to lower the flow rates to reduce solvent consumption after the last sample is run.

- 5 Test the ChemStation to make sure the system operates properly. Tune the LC/MS instrument before you continue.

Step 5. Install and start the Walkup program

Do this on each workstation after OpenLAB CDS ChemStation Edition or MassHunter Workstation is installed and verified.

- 1 Log in to an account that has administrator rights.
- 2 Close the ChemStation or MassHunter program.
- 3 Insert the Walkup System installation disc into the disc drive.
- 4 Click the appropriate link to start the installation for your data system.
- 5 Under **Instrument Workstation** for either **Small Lab** or **Large Lab**, click **Install** or **Install/Upgrade**.

If the installation does not start, read **Readme First!.txt** on the installation disc.

- 6 Click **Run** when given the option to run or save the file.

Do not save the installation program to your computer before you run it. The installation program will not run properly if you do.



- 7 If the same version of Walkup already exists on the computer, you are given the option to remove or repair Walkup. Select to remove Walkup if you want to do a fresh installation.

In an upgrade installation, you are not asked to choose.

- 8 When the Agilent MassHunter Walkup System Setup dialog box appears, click **Next** to continue.
- 9 Read the license agreement. Click **Yes** to accept its terms and continue the setup program.
- 10 If the **Choose Destination Location** dialog box appears, click **Next** to accept the folder, or click **Browse** to select a different location. The installation folder is:
C:\Program Files (x86)\Agilent\MassHunter\Walkup

In an upgrade installation, you are not asked for the destination location.

- 11** If no other MassHunter program was previously installed, you are prompted to select a **Customer Home** path. Select the appropriate folder.

Make sure that the drive that is selected is large enough to hold the data files that will be generated by Walkup.

- 12** Review the settings when presented and click **Next** to continue.
- 13** Click **Finish** when the Walkup installation is complete.
- 14** Start the Walkup program. See [“To start the Walkup program”](#) on page 30.

Step 6. Configure the Walkup workstation

You can configure the Walkup workstation in one of three ways:

- Use the Walkup Administration tool to manually configure the system.
- Import configuration settings from another computer that runs the same version of Walkup. (You cannot directly import a Walkup configuration file from a Walkup C.01.01 or Walkup C.01.00 installation.)
- Migrate configuration settings from Easy-Access installations.

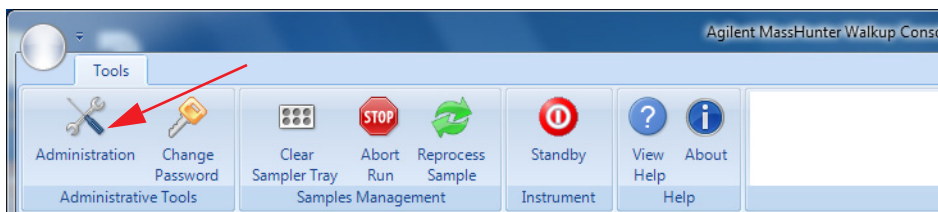
To keep your Walkup configurations when you upgrade, upgrade Walkup as instructed in this guide. You are not able to import Walkup configuration from an earlier version if you do a clean upgrade installation.

After you configure the first workstation in your lab, you can export the configuration and import it to all of the other workstations in your lab that runs the same version of Walkup.

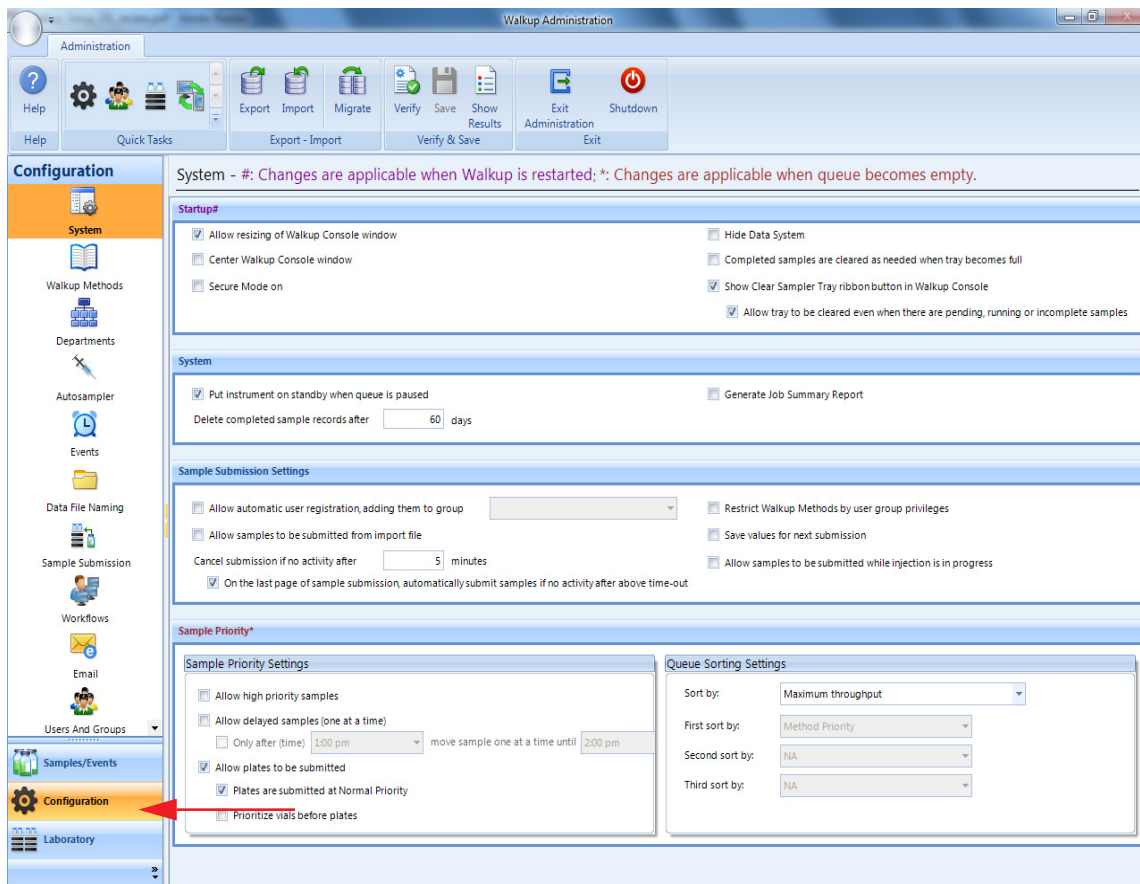
To manually configure Walkup workstation

1 Open the Walkup Administration window:

- a In the Agilent MassHunter Walkup console, in the **Tools** ribbon, click **Administration**.



- b Enter the user name and password that was created in [step 2](#) of “[Step 3. Configure OpenLAB system settings](#)” on page 7.
- c When the Walkup Administration window appears, click the **Configuration** button in the lower left area of the screen (shown in the next figure).



- 2 From the left side of the screen, click **Events**. Then under **Standby**, for **Idle Method**:
 - For OpenLAB CDS, select **CSWalkupStandby**.
 - For MassHunter, select **MHWalkupStandby**.
- 3 Use the buttons on the left side of the screen to guide you through the remaining configuration tasks. For more information, refer to the *online Help* tasks under **Configure Walkup**.
- 4 When you are finished, verify and save the configuration. Refer to *online Help* if needed. In a networked system, the configuration is stored on the OpenLAB Shared Services server.

- 5 Click **Exit Administration** on the ribbon to close the Walkup Administration window and return to the MassHunter Walkup console.
- 6 To use the same configuration for another Walkup workstation, export the configuration. Refer to “To export a Walkup configuration” in the *online Help*.



To import configuration from another Walkup workstation

Do these steps if you want to use the configuration from another Walkup workstation.

Both workstations must run the same version of Walkup, and must be running on the same data system (either OpenLAB CDS or MassHunter).

You can import Walkup configuration files only from a workstation that runs the same version of OpenLAB CDS ChemStation Edition.

- 1 Export the configuration from the configured workstation. See “To export a Walkup configuration” in the *online Help*.
- 2 Import the configuration. See “To import a Walkup configuration” in the *online Help*.

To verify the import of the Walkup configuration, open existing ChemStation methods and make sure they work correctly.

To migrate settings from Easy-Access

If you installed Walkup on a system that was running Easy-Access, you can migrate the database and configuration settings from Easy-Access.

- To migrate Walkup configuration settings from Easy-Access, see “To migrate an Easy-Access configuration” in the *online Help*.

Step 7. Install MassHunter Analytical Studio Reviewer

NOTE

When you install MassHunter Analytical Studio Reviewer or configure ChemStation, you can be asked one or more times whether to allow a program from an unknown publisher to make changes to the computer. Click **Yes**.

- Install MassHunter Analytical Studio Reviewer software. Refer to the Analytical Studio Reviewer *Quick Start Guide* for installation instructions and requirements.
 - MassHunter Analytical Studio Reviewer program (B.02.01).
 - MassHunter ASR File Generator for ChemStation, if you want to create custom reports for MS results.

If your operating system is Windows 7 and you are warned that you are installing on an unsupported Windows system, click **Yes** to continue the installation.

Step 8. Configure Analytical Studio Reviewer for Walkup

Analytical Studio Reviewer (ASR) lets you view, print, and export your data without having to purchase and run full analytical software on every desktop. To use Analytical Studio Reviewer, the results file is converted to ASR format. With Walkup, ASR files can be emailed to users who can review the results on client computers where Analytical Studio Reviewer software is installed.



MassHunter Workstation

- 1 Set up MassHunter Workstation to generate ASR data.
- 2 Save the method with a descriptive name, such as Walkup_ASR1.

See “Procedure to generate ASR files from TOF data in the MassHunter Workstation” in the Agilent G3772AA MassHunter Analytical Studio Reviewer Quick Start Guide to generate ASR files in MassHunter Workstation.

Continue at “Set up Analytical Studio Reviewer options for Walkup” on page 20.



OpenLAB CDS ChemStation Edition

- 1 Start the ChemStation console.
- 2 Open a valid ChemStation method and data file.
- 3 Set up ASR File Export options in ChemStation:
 - a In the **Data Analysis** view, click **ASR > ASR File Options**.
 - b Mark the **Generate ASR File** check box.
 - c Mark the **Automatically Print Single Sample Report** check box.
 - d Select **Print report after each run**.
 - e Click **OK**.

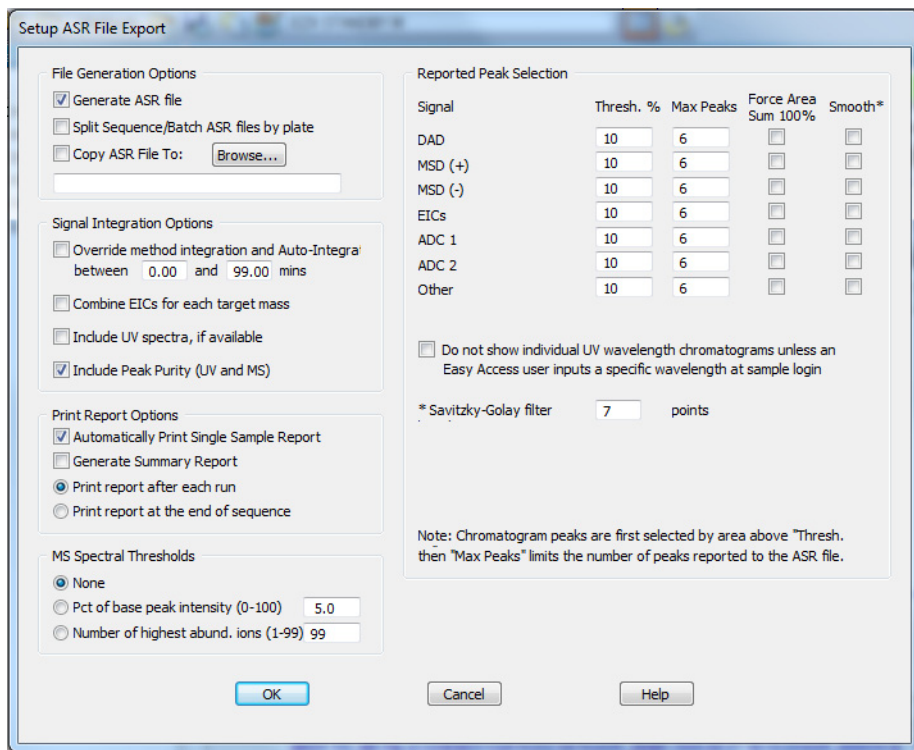


Figure 1 Setup ASR File Export dialog box

4 Set up Sample Purity Options:

- a** In the **Method & Run Control** view, click **Method > Sample Purity Options**.
- b** Select the appropriate adducts.
- c** Mark the **Enable purity calculations** check box.
- d** Select **Use target mass from Easy-Access**.
- e** Select signals for **Qualitative Calculations**.
- f** Click **OK**.

Installation

Step 8. Configure Analytical Studio Reviewer for Walkup

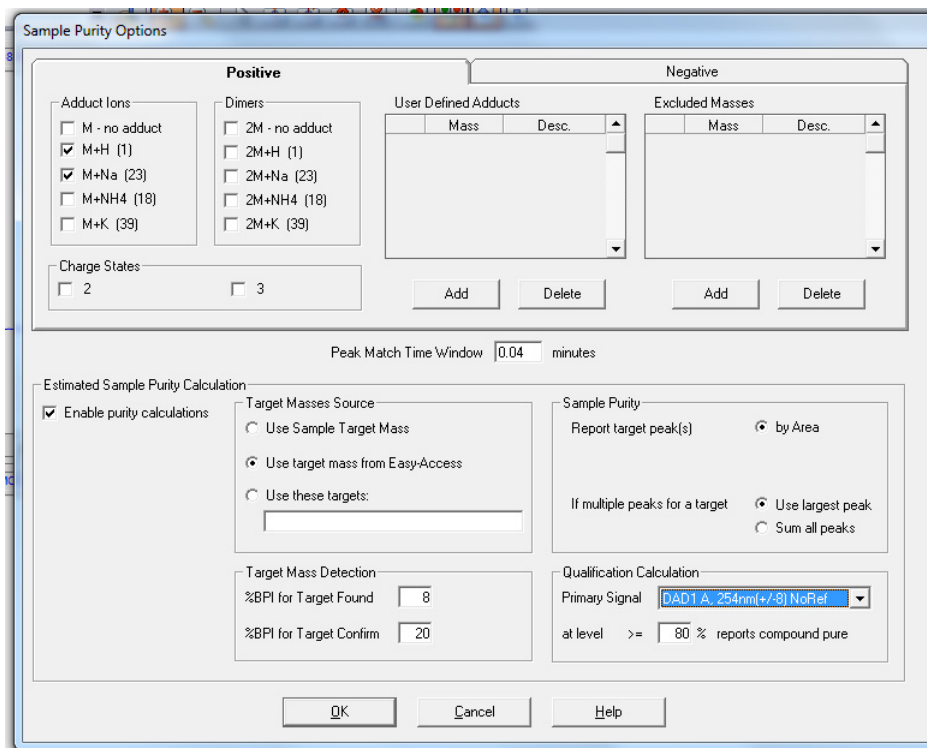


Figure 2 Sample Purity Options dialog box

- 5 Save the method with a new name, such as Walkup_ASR1.
- 6 Repeat [step 2](#) through [step 5](#) for each method that you want to use with Walkup and Analytical Studio Reviewer.

Set up Analytical Studio Reviewer options for Walkup

- 1 Start MassHunter Analytical Studio Reviewer.
- 2 Click **Report > Setting > Single Sample Report**.
- 3 Mark the check box for **Adobe Acrobat**.
- 4 In the **General** tab, select **Save to specified directory**.
- 5 Click **Save**.

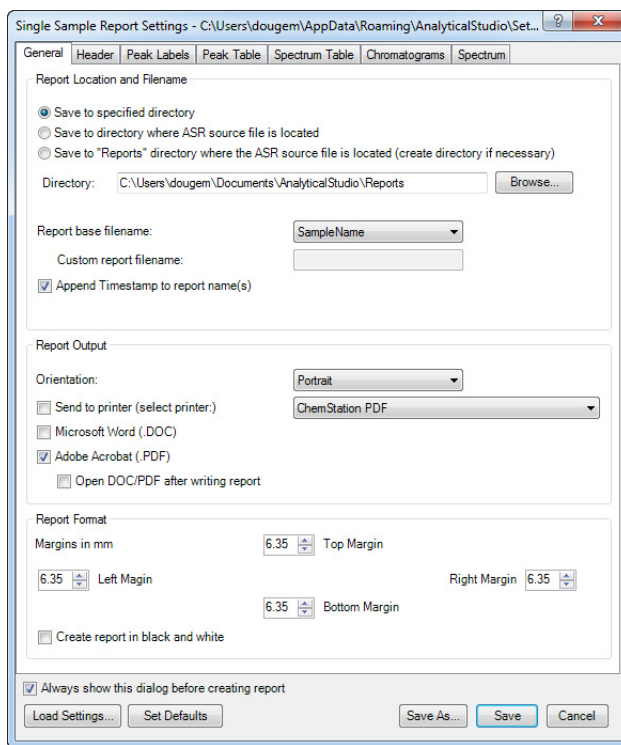


Figure 3 Single Sample Report Settings dialog box in Analytical Studio Reviewer.

Set up Walkup options for Analytical Studio Reviewer

- 1 Start the Agilent MassHunter Walkup console.
- 2 In the **Tools** ribbon, click **Administration**. Log in as an administrator.
- 3 In the **Configuration** pane, click **Methods**.
- 4 For every method that you created for use with Analytical Studio Reviewer and Walkup:
 - a Click **<Add New Method>**. Give the new Walkup method a name and description.
 - b Mark the check box for **Make available for sample submission**.
 - c For **Data System Method**, select a method that you just created, such as C:\Chem32\1\METHODS\WALKUP_ASR1.M (for OpenLAB CDS) or D:\MassHunter\Methods\Walkup_ASR1.M.

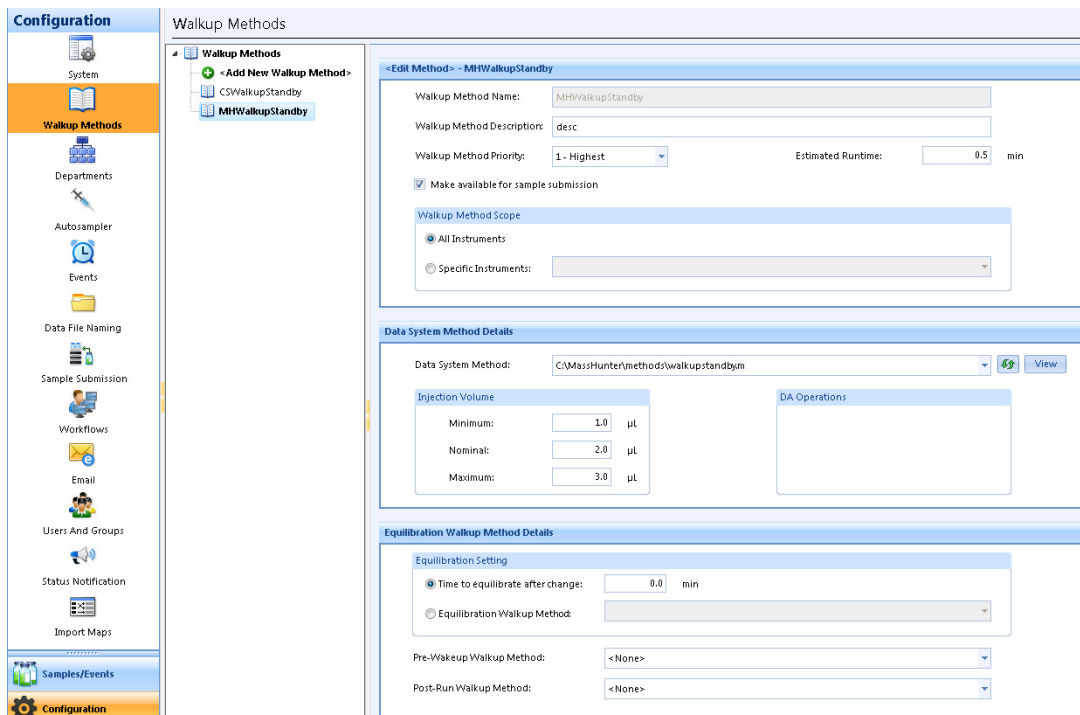


Figure 4 Method configuration

- 5 In the **Navigation** pane, click **Email**.
- 6 In the **Content** group, mark the check boxes for **ASR Report** and **Custom**.
- 7 Type PDF as the custom file type.

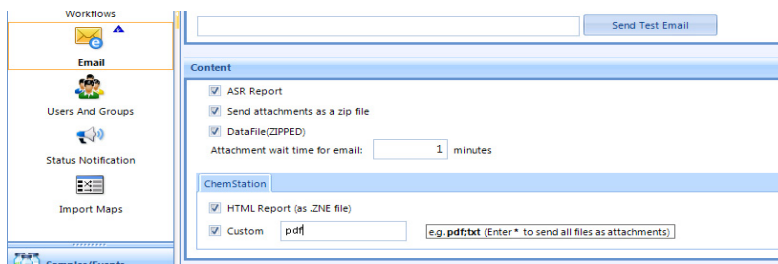
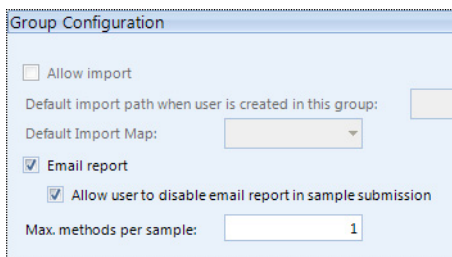


Figure 5 Email options in Walkup

- 8 In the **Navigation** pane, click **Users And Groups**.
- 9 For each group that is to receive ASR reports, select the group name, and then make sure that the **Email report** check box is marked.



The screenshot shows a dialog box titled "Group Configuration" with a light blue header. It contains several configuration options:

- Allow import
- Default import path when user is created in this group: [text box]
- Default Import Map: [dropdown menu]
- Email report
- Allow user to disable email report in sample submission
- Max. methods per sample: [text box with value 1]

Figure 6 Group Configuration options in Users And Groups view

- 10 In the Navigation pane, click **Workflows**.
- 11 Create a new sample submission workflow for ASR. Make sure to include a target column of type **Formula Confirmation**.
- 12 In the toolbar, click **Verify** and then click **Save**.

The Save button is not enabled until configuration errors are resolved. For more information, see “To verify and save the configuration” in the Walkup *online Help*.

- 13 Click **Exit Administration**.
- 14 Run a few samples in the Walkup program. In the Sample List screen, make sure you specify a **Target Mass** or **Molecular Formula**.
- 15 Verify that the samples are successfully completed.
- 16 Open the completed sample data file in MassHunter Analytical Studio Reviewer.
- 17 Verify that the Target column appears with data for target sample.

Step 9. Install other tools and programs on Remote Administration computers

You can install these tools and programs on other computers to help you remotely manage data and Walkup workstations in your laboratory network.

These programs are installed on computers other than Walkup workstations and OpenLAB Shared Services servers.

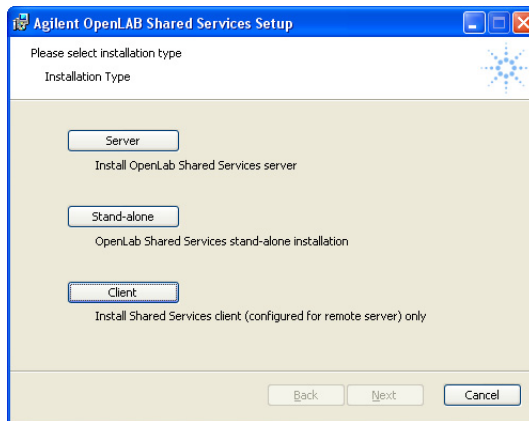
Remote Administration software (networked labs only)

The Remote Administration software lets you manage your lab from anywhere on the network.

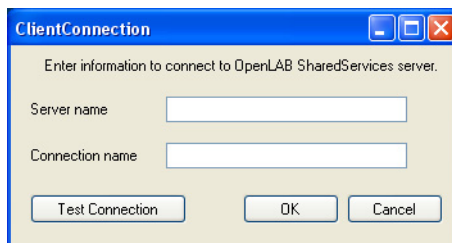
- 1 Insert the Walkup System installation disc into the disc drive.
- 2 Click **Install Walkup on Remote Administration Computer (For Large Lab only)**.
- 3 If Microsoft .NET Framework 4.5 is not installed on this computer, click **Install** for Microsoft .NET Framework.
- 4 Install the Software Verification Tool.
 - a Click **Install** next to **Software Verification Tool**.
 - b Follow the prompts to install the Software Verification Tool.
- 5 Install and verify OpenLAB Shared Services in **Client** mode.
 - a Click **Install** next to **OpenLAB Shared Services**.
 - b Agree to the licensing agreement.

The Installation Type screen is displayed.

Step 9. Install other tools and programs on Remote Administration computers



- c** Click **Client**.
- d** In the **ClientConnection** dialog box, for both the **Connection name** and the **Server name**, type the name of the OpenLAB Shared Service computer.
- e** Click **OK**.



- f** When the installation completes, the OpenLAB Control Panel icon is placed on the desktop.
- 6** Install the Walkup Remote Administration:
- a** Click **Install** next to **Remote Administration**.
 - b** Click **Run** in the File Download message box.

Do not save the installation program to your computer before you run it. The installation program will not run properly if you do.

Installation

Step 9. Install other tools and programs on Remote Administration computers



- c Follow the prompts to install the Remote Administration program.



Unpack Utility (OpenLAB CDS only)

Install the Walkup Unpack Utility on all computers that will receive HTML reports in **.zne** format from Walkup workstations.

You can configure Walkup software to send sample results to users by email. The results are compressed into a **.zne** file.

- 1 Insert the Walkup installation disc into the disc drive.
- 2 Click **Install Walkup on OpenLAB CDS ChemStation Edition**.
- 3 Under **Additional Software**, click **Install** next to **Unpack Utility**.
- 4 Follow the prompts to install the Unpack Utility.

Analytical Studio Reviewer

Analytical Studio Reviewer lets you view ASR reports remotely. Additional license may be required.

- Refer to the Analytical Studio Reviewer *Quick Start Guide* to install Analytical Studio Reviewer.

To upgrade Walkup software only



- Upgrade Walkup to C.02.01. Refer to “[Step 5. Install and start the Walkup program](#)” on page 12.

In a networked lab, all Walkup Remote Administration software and Walkup software must be on the same version. To upgrade Walkup on Walkup Remote Administration computers, see “[To upgrade Remote Administration software \(networked lab\)](#)” on page 29.

To upgrade Walkup and OpenLAB CDS only (small lab or no server upgrade)

Do these steps on each Walkup workstation.

All networked OpenLAB workstations must run the same version of Walkup.

- 1 Remove the current Walkup software. See “[To remove the Walkup software](#)” on page 29.
- 2 Upgrade the OpenLAB CDS ChemStation Edition software to C.01.07. Refer to the *Installation Guide* for OpenLAB for more information.



To verify the upgrade, open existing ChemStation methods and make sure they work correctly.



- 3 Install the Walkup software. See “[Step 5. Install and start the Walkup program](#)” on page 12.

Installation

To upgrade Walkup and OpenLAB Shared Services server (networked lab only)

To upgrade Walkup and OpenLAB Shared Services server (networked lab only)

This step applies to networked labs only.

All networked systems must run the same version of Walkup.



1 On each OpenLAB workstation:

- a** Close the Walkup program, ChemStation console, and OpenLAB Control Panel.
- b** Remove the current Walkup software. See “[To remove the Walkup software](#)” on page 29.



2 Upgrade the OpenLAB Shared Services server to A.02.02 (ChemStation C.01.07).

Refer to the *Installation Guide* for the OpenLAB Shared Services software.



3 On each OpenLAB workstation, upgrade OpenLAB CDS ChemStation Edition to C.01.07. Refer to the *Installation Guide* for OpenLAB for more information.



4 On the OpenLAB Shared Services server, migrate the Walkup data records:

- a** Close all client and server connections.
- b** Stop the OpenLAB Shared Services Server.
- c** From the Walkup installation disc, copy the file **migrateWalupData.exe** to **C:\Program Files(x86)\OpenLABServices\Server**.
- d** Open a command prompt (as administrator).
- e** Run `MigrateWalkupData.exe`.

5 To verify the upgrade, open existing ChemStation methods and make sure they work correctly.



6 On each OpenLAB workstation, install the Walkup software. See “[Step 5. Install and start the Walkup program](#)” on page 12.

To upgrade Remote Administration software (networked lab)

In a networked lab, the Remote Administration Software needs to be the same version as the Walkup software that is running on each workstation.

- 1 Insert the Walkup System installation disc into the disc drive.
- 2 Click **Install Walkup on Remote Administration Computer (For Large Lab only)**.
- 3 If the previously installed version of Walkup is C.01.00, then click on **Install** next to **Software Verification Tool**.
- 4 Upgrade OpenLAB Shared Services in **Client** mode.
 - a Click **Install** next to **OpenLAB Shared Services**.
 - b Follow the prompts to complete the upgrade in **Client** mode.

If you are warned that Agilent OpenLAB cannot be found, click **OK**.

- 5 Upgrade the Walkup Remote Administration:
 - a Click **Install/Upgrade** next to **Remote Administration**.
 - b Click **Run** in the File Download message box.

Do not save the installation program to your computer before you run it. The installation program will not run properly if you do.



- c Follow the prompts to install the Remote Administration program.

To remove the Walkup software

- 1 Close the Walkup program, and then:
 - For OpenLAB CDS, close the ChemStation console and OpenLAB Control Panel.
 - For MassHunter, close all MassHunter programs.
- 2 Click **Start > Control Panel > Programs and Features**.
- 3 Right-click **Agilent MassHunter Walkup Software** and click **Uninstall**.

Follow the prompts to remove the Walkup software from the computer.

Startup

To start the Walkup program

Startup

To start the Walkup program

Do the following procedure from a Windows account with administrator rights.

1 Start the data acquisition program:

- For OpenLAB CDS, from the desktop, click the ChemStation icon to open the Online ChemStation Console.

You can also open the OpenLAB Control Lab **Start Instrument** panel, and then click the **Launch** button for the instrument that you will use with Walkup.

- For MassHunter Data Acquisition, from the desktop, click **Data Acq for Walkup**.

You can also click **Start > Programs > Agilent > MassHunter Workstation > Data Acq for Walkup**.

2 Start the Walkup program:

- In ChemStation console or MassHunter Data Acquisition program, click **Walkup > Start Software**.

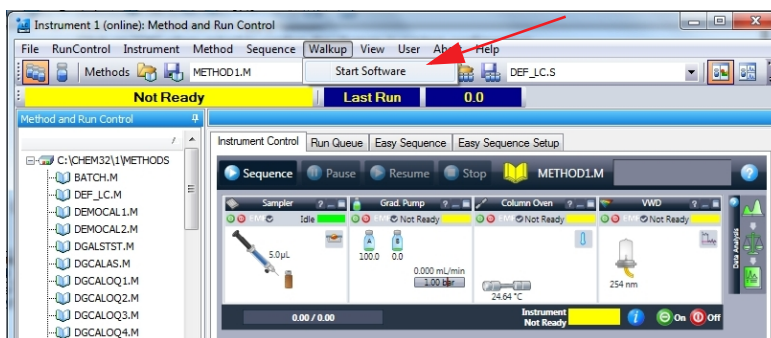


Figure 7 ChemStation console

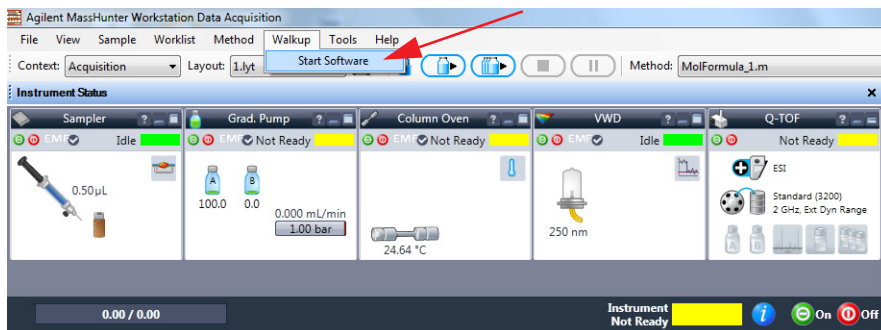
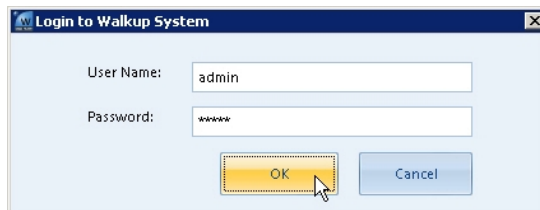


Figure 8 MassHunter Data Acquisition window

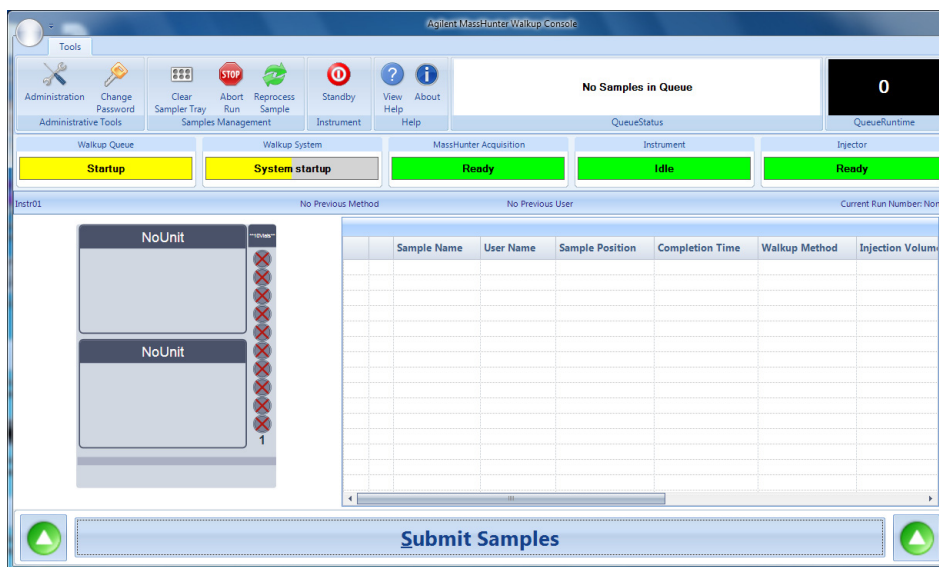
- 3** If the **Login to Walkup System** dialog box appears:
 - a** Enter the user name and password that was created in [step 2](#) of “[Step 3. Configure OpenLAB system settings](#)” on page 7.
 - b** Click **OK**.



The MassHunter Walkup Console appears.

Startup

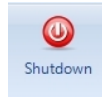
To start the Walkup program



Walkup users click the **Submit Samples** button at the bottom of the MassHunter Walkup Console to begin the sample submission process. The options that are displayed on the sample submission screens can be configured. Refer to *online Help* for more information.

To shut down the Walkup program

- 1 Open the Walkup Administration window.
- 2 Click the **Shutdown** icon on the ribbon at the top of the window:



If you shut down the Walkup program while samples are running:

- The current sample run does not complete.
- The Sample Queue stops.
- Pending samples resume when Walkup starts again.
- An email is sent to notify that the sample run failed.

Samples/Events

To open the Samples/Events pane

Samples/Events

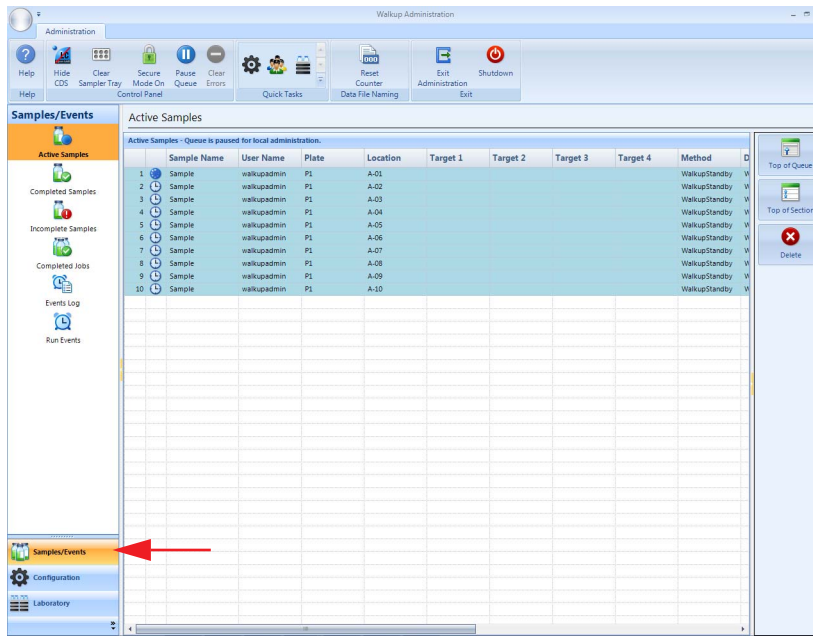
The Samples/Events pane lets you see and manage information for the following types of samples or events:

- **Active Samples** (shown in the example screen below)
- **Completed Samples**
- **Incomplete Samples**
- **Run Events**

You can also view a list of **Completed Jobs** and the **Events Log** and manage the Sample Queue.

To open the Samples/Events pane

- 1 In the Agilent MassHunter Walkup console, in the **Tools** ribbon, click **Administration**.
- 2 After you enter your **User Name** and **Password** in the **Login to Walkup Administration** dialog box, the Walkup Administration window appears.
- 3 Click **Samples/Events** in the lower left corner of the window.



To learn how to manage samples

- In the Walkup *online Help*, refer to the tasks under **Manage Samples and Events**.

System Administration and Configuration

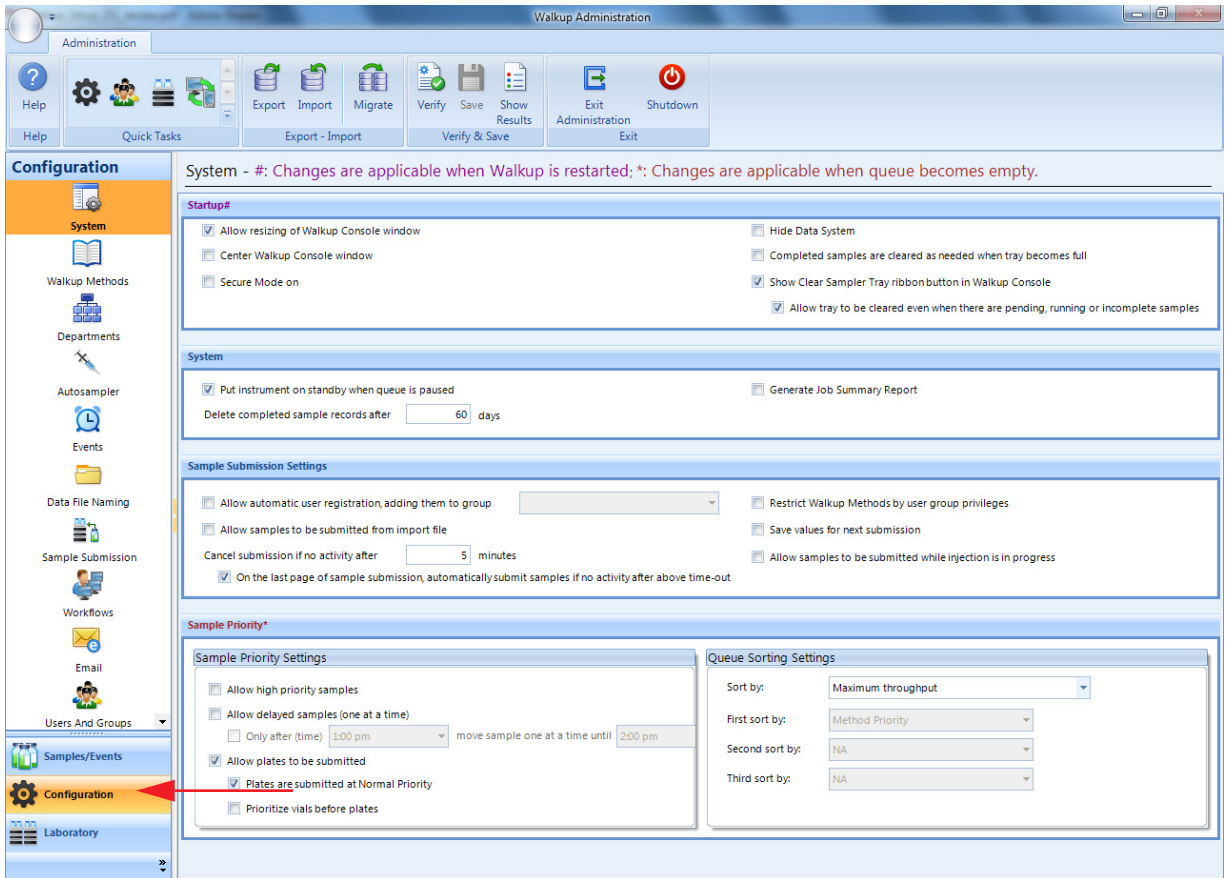
To open the Configuration pane

System Administration and Configuration

The Configuration pane of the Walkup Administration window lets you set many parameters to customize the appearance and operation of the Walkup System.

To open the Configuration pane

- 1 In the Agilent MassHunter Walkup console, in the **Tools** ribbon, click **Administration**. on the MassHunter Walkup window.
- 2 Enter your **User Name** and **Password** on the **Login to Walkup Administration** dialog box.
- 3 When the Walkup Administration window appears, click **Configuration** in the lower left corner of the window to display the Configuration pane.



- 4 Use the icons in the Navigation pane on the left side of the window to view different configuration parameters described in *online Help*.
- 5 When you have finished setting all the configuration parameters, verify and save the configuration. Refer to *online Help* if needed.

To learn how to configure the system

- In the *online Help*, refer to the tasks under **Configure Walkup**.

Laboratory

To open the Laboratory pane

Laboratory

The Laboratory pane lets you configure various aspects of the Walkup System in the Instruments view, which displays a list of all instruments that are configured on an Open Lab Shared Services server. This view lets the system administrator put instruments under maintenance, so that samples cannot be submitted on that instrument during that time.

To open the Laboratory pane

- 1 In the Agilent MassHunter Walkup console, in the **Tools** ribbon, click **Administration**.
- 2 Enter your **User Name** and **Password** in the **Login to Walkup Administration** dialog box.
- 3 When the Walkup Administration window appears, click **Laboratory** in the lower left corner of the window to display the Laboratory pane.

For more information, see “To put the instrument in maintenance mode” in the Walkup *online Help*.

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In this Book

The Setup Guide
describes how to install
and configure the Walkup
System.

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