



Ver. 010116

How to create and test a UDL connection string file for connections to a database.

Create a data link (UDL) file

1. Right-click the Windows desktop, point to New, and then click Text Document. A new file is created by default (New Text Document.txt). Open Windows Explorer, and on the Tools menu, click Folder Options. On the View tab, clear the Hide file extensions for known file types check box and then click OK.
2. Right-click the Text Document you created in step 1, choose Rename, and then change the name and extension of the file to use to the name of the .mdb you used when you created the "New Database" from the "File" menu. The default database is EZScan.mdb so the udl file should be called EZScan.udl.
3. A warning might appear, explaining that changing file extensions could cause files to become unusable. Disregard this warning.
4. You can store the (EZScan.udl) file anywhere on your system or network.
5. Double-click the (EZScan.udl) file or you can optionally right-click it, and then click Properties. This opens the Data Link Properties dialog box. You are now ready to connect to your data source.

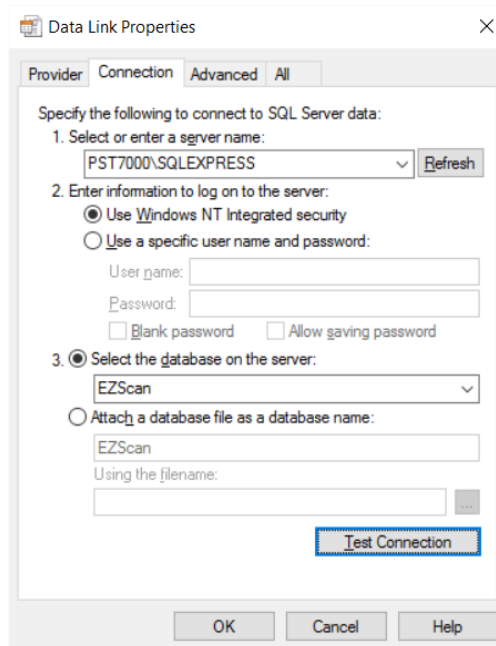
Testing connectivity to a SQL server for the first time.

1. When you have opened the data link properties select the Provider tab.
2. From the list of OLE DB Provider(s) select 'Microsoft OLE DB for SQL Server' or a dedicated driver for your version of SQL.
3. Click the next button to move to the Connection tab.
4. Enter the SQL server's hostname followed by a backslash (\) in the first box. E.g. windows2003server\
5. Under 'Enter information to log on to the server' select one of the radio buttons...
 - o 'Use Windows NT Integrated security' if the SQL server uses Windows authentication. **Note: This user must be added to the SQL user list.**
 - o 'User a specific user name and password' if the SQL server uses SQL authentication.
6. Under 'Select the database on the server' click on the drop down list to view the databases that are available. Choose the EZScan® database or the one you created in the EZ-Scan program.
7. Select the require database and click the 'Test Connection' button.

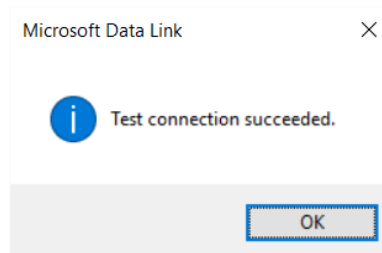
8. If necessary, record any error seen and forward to technical support. Otherwise click OK to close the properties window and save the connection settings. To retest the .udl connection file follow the steps below.

Testing connectivity to a SQL server using a .UDL file.

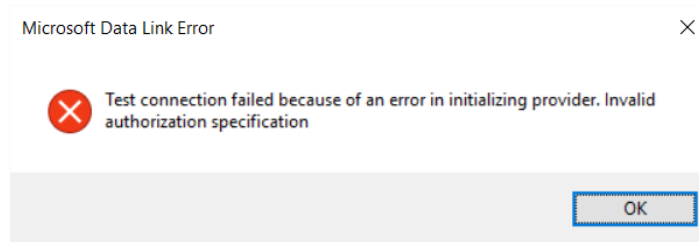
1. Double click on the . udl file. In this example is it called EZScan.udl.
2. Click the “Test Connection” button.



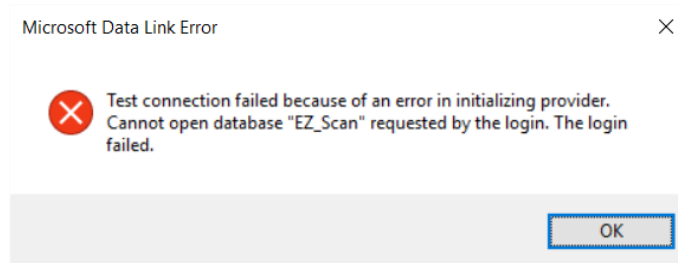
3. If everything is good you will get the following screen and you are ready to use in EZ-Scan®. **Make sure you are logged in as the user that will be scanning with EZ-Scan® when you test:**



4. If not, you could get one of the following screens:



Or



5. You are getting these errors because the user that is logged in, does not have the proper rights to log into the SQL database because of the setting you have chosen or they do not have rights under their current Windows's user login. You need to give them full rights in SQL as a user with the capabilities to Read, Modify and Delete.

YOU MUST GET THE "Test Connection" TO WORK BEFORE TRYING TO USE IN EZ-SCAN.