

**A. Installation and Launch**

1. Install DPC Manager v 4.0 on a PC with Internet access. DPC Manager comes with each new MFC or MFT handheld product from Meriam. It can also be downloaded at [www.meriam.com](http://www.meriam.com) by clicking on the “Get DPC Manager” icon on the home page.

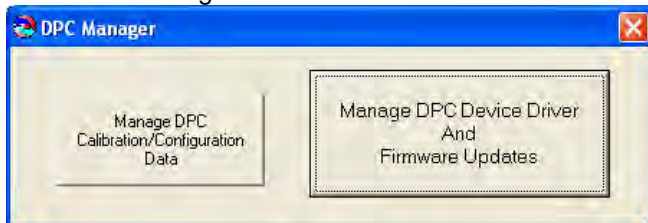
**NOTE:** If you have an older version of DPC Manager on your PC you must first uninstall the older version using the MS Windows “Add / Remove Programs” feature under Control Panel.

2. The DPC Manager icon will be placed on your desktop.

3. Connect an MFC or MFT handheld to the host PC. Use the supplied AC adapter to power the handheld. Turn handheld “On”.

4. Double click on the DPC Manager icon.

5. Click on the right hand button to access the “Device Driver and Firmware Updates” section.

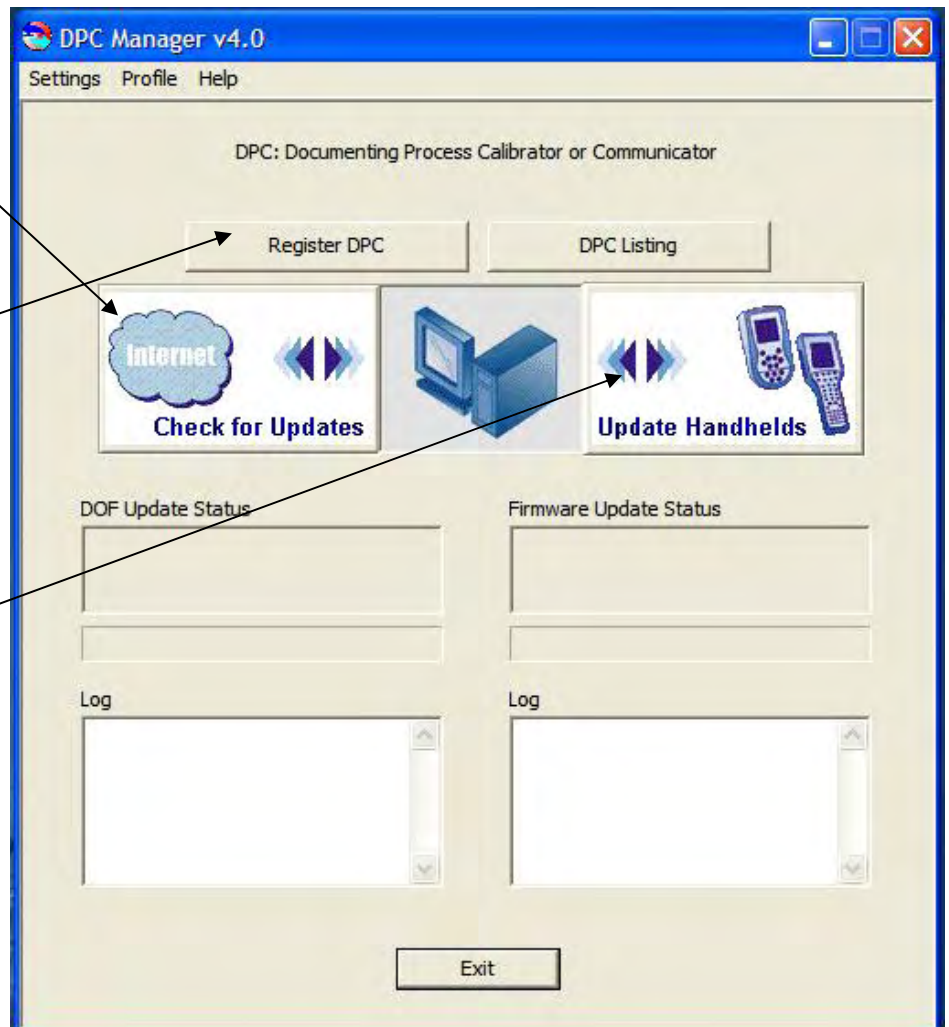


**B. Button Functions**

1. Click on “Internet Check for Updates” button. This automatically registers the connected MFC or MFT, accesses the Internet and retrieves the expiration date plus all DOF files from the DOF Download Site.

2. Use the “Register DPC” button to register additional MFC or MFT handhelds. Also click on the “Check Subscription” button that comes up to manually retrieve the expiration date from the download site.

3. Click on “Update Handhelds” button to initiate an update session. The “DOF Update Status” box and “Log” box will update to show progress. This process takes a minute or so depending on the number of DOFs loaded on the connected handheld.



**C. Updating a Handheld's DOF Memory**

1. Once all handheld DOFs are logged by DPC Manager, a Tree View of those DOFs will appear.

2. The Tree View shows all DOFs installed on the connected handheld. Handheld serial number is shown at top.

3. Checked boxes indicate DOFs that are on the handheld. A check in the manufacturer's box with bold lettering means all their devices are loaded. An unchecked manufacturer's box with bold lettering means some of their DOFs are loaded. An unchecked manufacturer's box with standard lettering means none of their DOFs are loaded.

4. % Memory Available and % Fragmented Memory are shown for the connected handheld at bottom of Tree View. A low or negative "% Memory Available" number and/or high "% Fragmented Memory" number indicates that the "Re-Install DOFs" button should be used to update the connected handheld.

5. To make more memory available, uncheck all manufacturers that are not used in your plant. Uncheck unused devices within a manufacturer's list to save further memory. Then select "Re-Install DOFs" button to erase handheld memory and re-install DOFs.



6. % Memory Available will update to reflect deletions or additions from the Tree View. If "% Memory Available" is high, then use the "Update Handhelds" button to add new or revised DOFs.

7. Click "Update Handhelds" button to add newly checked device DOFs and new revisions of previously loaded DOFs as determined by the checks in the Tree View.

**NOTE:** "Update Handhelds" will not remove newly unchecked DOFs from the connected handheld. To remove unwanted DOFs, click the Re-Install DOFs button. This will erase all DOFs current in handheld memory and re-install only those DOFs checked on the Tree View. This takes longer the first time but makes more memory available for future use of the "Update Handheld" button.

**D. Using Profiles**

1. Any Tree View can be saved as a Profile for later re-use by clicking on the "Save as Profile" button. Or, a Tree View can be created by clicking on the "Select a Profile" button and then selecting the "BlankProfile" from the default location. Save Profiles with descriptive names for easy identification at a later date.

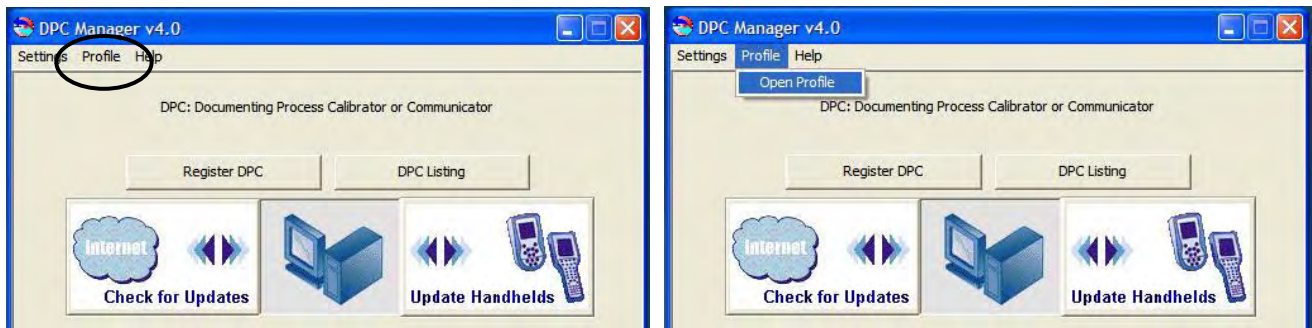
2. Using Profiles has advantages such as:

Time savings – develop a DOF load and save it, then reuse the saved Profile for updating additional handhelds.

Automatic addition of new device DOFs from checked manufacturers – DPC Manager v 4.x automatically queues new device DOFs from any/all checked manufacturers for future handheld updates. Just click on “Internet Check for Updates” and then select a saved Profile to Re-Install DOFs or Update Handhelds.

Automatic addition of DOF revisions for all checked devices – DPC Manager v 4.x automatically queues DOF revisions of all checked devices for future handheld updates. Just click on “Internet Check for Updates” and the select a saved Profile to Re-Install DOFs or Update Handhelds.

3. Any previously saved Profile can be accessed directly from the Tool Bar of the first DPC Manager screen. The Tree View is skipped and DPC Manager goes directly to the Profiles browser for quickly selecting your Re-Install Profile. Note: Re-Install (delete existing handheld DOF memory and re-install Profile DOFs) is the only option from Profiles accessed via the Tool Bar.



**E. Updating Firmware**

1. After updating the HART® device DOFs, DPC Manager v 4.x automatically checks the handheld’s firmware version against the latest downloaded firmware and initiates a firmware update if needed.

**NOTE:** For MFT 4000 Calibrators (no HART® functionality), DPC Manager v 4.x will skip the DOF update process and proceed directly to firmware updates.