

# Office of the State Controller

### **SAP GUI Installation Upgrade**

# Installation by Software Center

 The preferred method of loading the SAP GUI upgrade is through the Microsoft Endpoint Manager and selecting the Software Center. This can be done from your Start menu by searching for the Software Center. The SAP GUI upgrade can be found under Applications. This method does not require Administrator rights.

If working from home, VPN must be turned off before attempting to install from the Software Center.

If for some reason the installation fails using the above method, you should proceed to step two below.

2. Installation by download from the OSC website - <u>SAP GUI 800 is located on the OSC website</u>.

# Installation by Download from OSC website

#### SAP GUI 800 is located on the OSC website

**Important Information!** User must **"exit"** SAP GUI application or errors will occur during installation/upgrade. Installation may require a reboot. Save and close all work before installing.

PC Administration rights are needed to install or upgrade the SAP GUI software.

Download the SAPGUI\_8.00\_P4 zip file into a local folder. Then extract the zip file to the same location. Double click the SAPGUI\_8.00\_P4.exe to begin the installation.

Pop Up Warnings may occur if using the install method from the OSC website.



Windows protected Microsoft Defender SmartScreen previstarting, Running this app might put y More info	your PC ented an unrecognized our PC at risk.	d app from
Windows protected	your PC	app from
starting. Running this app might put yo App: SAPGUI_800_P4.exe	our PC at risk.	
Publisher: Unknown publisher	Run anyway	Don't run

- 1. SAPGUI\_8.00\_P4.exe file
- 2. Wait for the extraction to finish.



3. Select the "Next" button.

SAP Front End Installer	— 🗆 X
SAP	
FRONT-END INSTALLER	
This wizard helps you to install package SAPGUI_8.00_P4.	
Close all SAP applications and choose 'Next'.	
A reboot is pending for your system. It is recommended to re Reboot	eboot before continuing.
SAP	Next Cancel





4. Click on the box for SAPGUI\_8.00\_P4 and select Next.

SAP Front End Installer	×	
SAP		
FRONT-END INSTALLER		
€ SAPGUI_8.00_P4	SAPGUI_8.00_P4 This item will be installed	
All available products		
SAP	Back Next Cancel	

- 5. Wait for the installation/upgrade to finish.
- 6. Select Close button to complete the installation/upgrade.
- 7. Please reboot if you are prompted to "reboot" the PC.

# Checking the SAP GUI 800 version and Patch Level 4

1. Launch SAP GUI from the desktop. The below icon should be visible:



SAP Logon

2. Click on the top left corner icon of the SAP Logon 800 screen.

🖻 SAP Logon 800



3. Select the "About SAP Logon"

Restore	
Move	
Size	
Mi <u>n</u> imize	
Ma <u>x</u> imize	
<u>C</u> lose	Alt+F4
Options	
About SAP	Logon

4. Check the release and patch level information.



## Security Settings

1. Launch SAP GUI from the desktop.



2. Click on the top left corner icon of the SAP Logon 800 screen.



3. Select "Options"

Restore	
Move	
Size	
Mi <u>n</u> imize	
Ma <u>x</u> imize	
Close	Alt+F4
Options	
122 / 123 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120 - 120	

4. Open "Security" folder. Then select "Security Configuration" and click on "Open Security Configuration."

SAP GUI Options - SAP Logon		×
Search:	Security Security Module	
<ul> <li>Interaction Design</li> <li>Accessibility &amp; Scripting</li> <li>Multilingual Settings</li> <li>Local Data</li> </ul>	Status: Open Security Configuration	Customized 💌
Tracing     Security	Security Rule Status	
SAP Logon Options	SAP Rules:	461
Front-End Print     B Restore & Cleanup     Gustam Information	Administrator Rules (Total/Disabled):	279 / 0
<u>QK</u> <u>Cancel</u>	Apply Help	

5. Click on the **"Default Action"** drop down and change **"Ask"** to **"Allow."** Click Apply and OK.

Security Configuration			
Status:		Customized	
Default Action:		Allow	
Security Rules	Ľ	Allow	
	Filter	Ask Deny	

6. When finished, click "OK" to exit.



7. Occasional Pop Up:



If you receive this message, click OK and it will run in the background until completed. If SAP GUI does not open within 10 minutes, try opening again.