

# MICR Check Printing

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## Uninstall Guide

Version 10.0

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# Uninstalling Mekorma MICR

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This section contains information on the following topics:

- Introduction
- [Using the Uninstall Wizard](#)
- [Removing Security Access to Mekorma MICR Windows](#)
- [Deleting the Configurator Layout Files](#)
- [Dropping Mekorma MICR Objects from the SQL Database](#)
- [Removing the MICR Font and Mekorma MICR Shortcuts](#)
- [Deleting the MICR Dictionary](#)
- [Removing Mekorma MICR from the Dynamics.set File](#)
- [Removing Canadian Payroll from the Dynamics.set File](#)
- [Removing Mekorma from the Windows Registry](#)

## Introduction

The uninstall options for Mekorma MICR range from running a simple uninstall wizard to completely removing all related files and dictionaries from your Microsoft Dynamics GP folders.

Completely uninstalling Mekorma MICR is a multistep process and we recommend that it be undertaken or supervised by a system administrator. Mekorma MICR files take up very little hard disk space and as long as MICR is not loaded into an active Microsoft Dynamics GP session, the program uses no resources.

In almost all cases, simply removing the references to Mekorma MICR from the Dynamics.set file and deleting the MICR.di file from the Microsoft Dynamics GP launch directory is enough to accomplish a acceptable uninstall.

## IMPORTANT

Please note that if you uninstall Mekorma MICR using the uninstall wizard, all of the user documentation is removed, including this guide.

We recommend making a copy of all the PDFs in the Mekorma MICR folder of your GP directory prior to uninstalling or printing this Uninstall Guide so that the necessary instructions are available to you.

## NOTE

*If you have multiple versions installed, you need to run the uninstall wizard for all versions, in addition to removing the Dynamics GP files.*




## Using the Uninstall Wizard

The uninstall wizard will uninstall all of the files (except for the format library files) that were installed during the Mekorma MICR installation process. To remove all other Mekorma MICR related files, please see the additional sections.

## NOTE

*This guide assumes the default instance of Dynamics GP. If your instance has a different name, it will appear after Mekorma MICR 10.0 in the menu path and in the list of installed programs.*

To run the uninstall wizard:

1. Select **Start**  **Programs**  **Mekorma MICR 10.0**  **Uninstall Mekorma MICR**, or open your Window Control Panel and select **Add or Remove Programs**, locate "Mekorma MICR 10.0" under the **Currently Installed Programs** column and click **Remove**.

2. When you launch the wizard, you see the Ready to Uninstall dialog box



3. Click **Next** to continue. You see a progress screen as the program removes the Mekorma MICR installed files. If the files are successfully removed, you see the following dialog box



4. Click **Finish** to close the screen

## Removing Security Access to Mekorma MICR Windows

Security to the Mekorma MICR alternate check printing windows should be removed to avoid errors when printing standard Microsoft Dynamics GP checks. There are two alternate windows for Payables and one for Payroll.

If you turn off Security to Mekorma MICR Alternate Print Checks window, the regular Microsoft Dynamics GP Checks window will appear. To remove security

1. Select **Microsoft Dynamics GP** → **Tools** → **Setup** → **System** → **Alternate/Modified Forms and Reports** to open the Security Setup dialog box

2. Select **Alternate/Modified Forms and Reports**. Select "Mekorma MICR" for the **Product** field and "Windows" for the **Type**.



3. Expand the **Payroll** and **Purchasing** modules until the radio buttons for **Mekorma MICR** and **Microsoft Dynamics GP** are displayed.



4. Select the **Microsoft Dynamics GP** option to disable **Mekorma MICR** functionality.

## ***Deleting the Configurator Layout Files***

When the **Mekorma MICR Configurator Library** is installed, multiple files with the **.stb** extension are placed on your hard drive. By default, they are installed in **C:\Program Files\Microsoft Dynamics\GP\Mekorma MICR\Stublib\**, but there may be additional **\*.stb** files stored elsewhere on your system. The location of these files can be different for each **Microsoft Dynamics GP** company.

To locate the folder containing the check format stub files:

1. On a workstation where Mekorma MICR is installed, log into any company in Microsoft Dynamics GP.
2. Select **Microsoft Dynamics GP** > **Tools** > **Setup** > **Purchasing** > **Mekorma MICR Payables** > **Configurator Global Setup** to open the Mekorma MICR Configurator Global Setup dialog box.



3. Click on the double arrow button to display the location of the stub library.



- Using Windows Explorer, navigate to the location displayed and delete all .stb and .stb files

## **Dropping Mekorma MICR Objects from the SQL Database**

There are two methods you can use to drop the Mekorma MICR objects from the database. One is to use the tool that is built into Microsoft Dynamics GP. The other is to use the Microsoft Enterprise Manager.

The following tables list the Mekorma MICR objects that need to be dropped from the database. The column on the left lists the Microsoft Dynamics GP name for those using the Microsoft Dynamics GP tool and the column on the right is the Microsoft object name.

### *Dynamics Database*

| DYNAMICS DATABASE                      |                    |
|--|--------------------|
| Microsoft Dynamics GP Name             | MS SQL Object Name |
| Mekorma\MICR\Payables\CheckFormatSetup | ME27602            |
| Mekorma\MICR\ConfiguratorSetup         | ME240443           |
| Mekorma\MICR\CompanyActivation         | ME27655            |
| Mekorma\MICR\EFTOptions                | ME240444           |
| MICR\Payroll\CheckFormatSetup          | ME27613            |
| Mekorma\MICR\Registration              | ME276001           |
| Mekorma\MICR\UpgradeLog                | ME27656            |

Company Database

| COMPANY DATABASE                                      |                    |
|---|--------------------|
| Microsoft Dynamics GP Name                            | MS SQL Object Name |
| Mekorma\MICR\Payables\Check\Setup                     | ME27601            |
| Mekorma\MICR\Logo\Setup                               | ME27603            |
| Mekorma\MICR\Signature\Setup                          | ME27604            |
| Mekorma\MICR>Password                                 | ME27608            |
| Mekorma\MICR\PM\Remit\T                               | ME27624            |
| Mekorma\MICR\Payables\Payment\Work\Sorted<br>Sequence | ME27645            |
| Mekorma\MICR\Payroll\Work\Check\Sorted<br>Sequence    | ME27646            |
| Mekorma\MICR\Payables\Configurator<br>Checkbook\Setup | ME27651            |
| Mekorma\MICR\Payroll\Configurator<br>Checkbook\Setup  | ME27652            |
| Mekorma\MICR\Integration\Setup                        | ME27654            |
| ME\PM\Payment\Apply\T\Work\File\DU                    | ME234605           |
| Mekorma\MICR\Enhanced\Security                        | ME27657            |
| Mekorma\MICR\Payables\Check\Batch<br>Parameters       | ME27653            |
| Mekorma\MICR\Payroll\Check\Setup                      | ME27609            |
| Mekorma\MICR\Check\batch\Log                          | ME27658            |

If you are using MSSQL Enterprise Manager to drop SQL objects, the Mekorma MICR Stored Procedures to be dropped follow the naming convention of `zDP_<table name>*`

### IMPORTANT

Drop only the tables listed above and the associated stored procedures containing the exact corresponding table name. Your databases may contain other similarly named objects in use by applications other than Mekorma MICR.

## ***Removing the MICR Font and Mekorma MICR Shortcuts***

If removing Mekorma MICR completely, you should delete the MICR font and any product shortcuts that were created in Dynamics GP.

### **Deleting the MICR Font**

The MICR font that was installed with Mekorma MICR has no other practical application other than for check printing. For security reasons, it should be deleted from each workstation where MICR was installed.

1. Select **Start**  **Run**. In the Run dialog box, enter "explorer" and click **OK**.

2. Change the address to Local Disk (C:) and browse to the Fonts folder (for example, c:\Windows\Fonts for Microsoft Windows XP user or c:\WINNT\Fonts for Windows 2000 user)

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3. Delete the Micre13b TrueType Font

## Deleting Shortcuts in Dynamics GP

Any shortcuts in Microsoft Dynamics GP associated with Mekorma MICR or with Mekorma MICR EasyAdd should be removed to avoid any confusion or error messages.

1. In Microsoft Dynamics GP toggle the Shortcuts icons so that the Shortcuts pane appears.

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2. Delete any Mekorma MICR or EasyAdd shortcuts

## Deleting the MICR Dictionary

You must also remove the MICR dictionary file from the Dynamics GP launch directory. Navigate to the directory (for example C:\Program Files\Microsoft Dynamics\GP) and delete the MICR.DIC file.

## Removing Mekorma MICR from the Dynamics.set File

Remove Mekorma MICR from the Dynamics.set file. This prevents the dictionary from being loaded but still leaves the program intact.

1. Close Microsoft Dynamics GP. Make a copy of your current Dynamics.set file in case you need to refer back to it. Open the Microsoft Dynamics GP root directory. Right-click on the Dynamics.set and select **Edit**.

↓

2. You see a one or two digit number in the upper left corner of the Dynamics.set file. This is the module count. Since you will be removing references to the micr.dic, subtract 1 from this number (for example if the number is "6" change it to "5").

3. Remove the following product reference lines:

2404

Mekorma MICR

:C:\Program Files\Microsoft Dynamics\GP\Data\MICR.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\MICRFrm.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\MICRRPT.DIC

4. Save the Dynamics.set file and launch Microsoft Dynamics GP.

## NOTE

Please note the registration entry path is based on the standard Microsoft Dynamics GP installation path and your path may be different.

### **Removing Canadian Payroll from the Dynamics.set File**

To uninstall Mekorma MICR for Canadian Payroll, first uninstall Mekorma MICR including the dictionary and Dynamics.set files and then remove the following files and product reference lines.

#### **Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

MICRJOE.DIC

#### **Changes to the Dynamics.set file:**

Subtract 1 from module count at the beginning of document (for example if it reads 16, change it to 15)

#### **Product reference lines to delete from the Dynamics.set file:**

2916

MICR for Canadian Payroll

:C:\Program Files\Microsoft Dynamics\GP\MICRJOE.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\F2916.DIC


:C:\Program Files\Microsoft Dynamics\GP\Data\R2916.DIC

### **Removing Mekorma from the Windows Registry**

In order to clear out any settings related to the install of Mekorma MICR, run Windows Regedit and remove Mekorma from the registry.

## IMPORTANT

Deleting registry keys (files) should only be done by a system administrator or a user familiar with editing the Windows registry file. Modifying or deleting the wrong files from a registry can affect the functionality of your operating system.

1. Select **Start**  **Run**, enter "regedit" in the Run dialog box and click **OK**. You see the Registry Editor dialog box.



2. Expand the **HKEY\_CURRENT\_USER** directory, select the **SOFTWARE** folder.



3. Delete the "Mekorma" Registry Entry.



4. Close the Registry Editor.

# Uninstalling Mekorma MICR easyAdds

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If you installed a Mekorma MICR easyAdd (click [here](#) for more information about our free easyAdds) and you want to uninstall it or you are completely uninstalling Mekorma MICR and want to delete all related products, you must remove the following files and Dynamics GP product registration entries.

## NOTE

*Please note the registration entry path is based on the standard Microsoft Dynamics GP installation path, and your path may be different.*

## For Payables

### Assign Checkbooks easyAdd

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

VPS.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example, if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

3183

Select by Checkbook

:C:\Program Files\Microsoft Dynamics\GP\VPS.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\VPSFRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\VPSRPT.DIC

### Named Printer easyAdd

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

NMP5879.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example, if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

5879

easyAddNamedPrinter

:C:\Program Files\Microsoft Dynamics\GP\NMP5879.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\NMP5879F.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\NMP5879R.DIC

**POP/Project Fields easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

PPF4298.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

4298

easyAddProjectandPOBField

:C:\Program Files\Microsoft Dynamics\GP\PPF4298.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\PPF4298F.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\PPF4298R.DIC

**Print EFT Comments easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

EFTCM.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

4293

EFTComment

:C:\Program Files\Microsoft Dynamics\GP\EFTCM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4293FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4293RPT.DIC

**Print Vendor Notes easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

VNOTE.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

4302

VendorNote

:C:\Program Files\Microsoft Dynamics\GP\VNOTE.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4302FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4302RPT.DIC

**Print Voucher Notes easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

VNTE.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

3523

Voucher Note

:C:\Program Files\Microsoft Dynamics\GP\VNTE.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\3523FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\3523RPT.DIC

**Purchase Order Security easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

POS5074.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

5074

easyAdd PO Security

:C:\Program Files\Microsoft Dynamics\GP\POS5074.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\POS5074F.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\POS5074R.DIC

**UK Cheques easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

UKC5082.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

5082  
easyAdd\UK\Cheque  
:C:\Program Files\Microsoft Dynamics\GP\UKC5082.DIC  
:C:\Program Files\Microsoft Dynamics\GP\Data\UKC5082F.DIC  
:C:\Program Files\Microsoft Dynamics\GP\Data\UKC5082R.DIC

**Vendor Class Security easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

VCS6058.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

6058  
easyAdd\Vendor Class Security  
:C:\Program Files\Microsoft Dynamics\GP\VCS6058.DIC  
:C:\Program Files\Microsoft Dynamics\GP\Data\VCS6058F.DIC  
:C:\Program Files\Microsoft Dynamics\GP\Data\VCS6058R.DIC

***For Payroll***

**Sort Payroll Checks by Location easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

LOCID.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

449

Sort payroll check for locid

:C:\Program Files\Microsoft Dynamics\GP\LOCID.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\449FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\449RPT.DIC

**Direct Deposits after Checks easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

DDPS.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

4249

Direct Deposit Payroll Sort

:C:\Program Files\Microsoft Dynamics\GP\DDPS.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4249FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4249RPT.DIC

**Print Employee Notes easyAdd**

**Product dictionary to delete from the Microsoft Dynamics GP launch directory:**

ENOTE.DIC

**Changes to the Dynamics.set file:**

Subtract 1 from the module count at the beginning of document (for example if it reads 16, change it to 15)

**Product reference lines to delete from the Dynamics.set file:**

4296

Employee Note

:C:\Program Files\Microsoft Dynamics\GP\ENOTE.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4296FRM.DIC

:C:\Program Files\Microsoft Dynamics\GP\Data\4296RPT.DIC

# Additional Resources

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Thank you for making Mekorma MICR your choice in Dynamics GP check printing software. In addition to this User Guide, we offer the following resources to assist you in working with Mekorma MICR.

## Documentation

- ❖ The *Mekorma MICR User Guide.pdf* is designed to help you install and set up Mekorma MICR Version 10.0 for Microsoft Dynamics GP. For new users, we have included step-by-step instructions to guide you through the key processes, from installation to check printing.
- ❖ The *Mekorma MICR Configuring Check Layouts.pdf* explains how to use the Configurator layout tool to modify check formats and provides step-by-step instructions for adding or deleting fields and other layout tasks.
- ❖ The *Mekorma Check Format Library Reference.pdf* is another source of valuable information. The reference guide gives examples of the preconfigured checks and stubs contained in the Mekorma Check Format Library provided with Mekorma MICR.
- ❖ The *Mekorma MICR Check Layout Guidelines.PDF* is designed to assist you with the placement and formatting of fields on your checks by providing guidelines based on industry standards.

## Mekorma KnowledgeBase

Due to the extensiveness of our product, we offer an up-to-date KnowledgeBase resource on our website. The KnowledgeBase contains answers to frequently asked questions, troubleshooting tips, and how-to information. [Click here](#) to access the knowledgebase or visit our website at [www.mekorma.com](http://www.mekorma.com) and select **Support KnowledgeBase**.

## Technical Support

If you are unable to find the information you are looking for in this guide, you can visit our website at [www.mekorma.com](http://www.mekorma.com) and submit an online support request, search our KnowledgeBase, or call our Technical Support department at 888-MEKORMA (635-6762), Extension 3. Mekorma provides free technical support as part of the Mekorma annual enhancement plan.