# **KBFC Database User Preparation** – Python and PyCharm Software Install and Setup

* Provide this tutorial to your IT department or work with them to help you install and set up Python and PyCharm.
* **Be sure to get IT approval before downloading any software!**
* There are 3 points in this tutorial that will likely require an Admin password or admin credentials depending on your organization’s security preferences:

1. Python Installer
2. PyCharm Installer
3. Setting up the system interpreter/virtual environment in PyCharm

## **Installing Software**

### Download Python Version # 3.12

1. Link to Download Web Page: <https://www.python.org/downloads/>

Windows Download:

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1. Once the .exe has downloaded, double click on the download to start the installation
2. Check the box to “Add Python to PATH” (your Python version # will look different depending on time of download/installation and most recent version of Python – currently we using 3.12)

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1. Click Install Now to install the software.

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### Download the Free Community Edition of PyCharm

1. Link to Download Web Page: <https://www.jetbrains.com/pycharm/download/?section=windows>

**NOTE! Make sure you only download the PyCharm Community Edition (free)**

PyCharm Community Edition (scroll to the bottom of the Download Web Page):

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\*Note: PyCharm is only compatible with Windows, if you would like another OS compatible IDE please reach out to the KBFC Data Team for recommendations.

1. Once the .exe has downloaded, double click on the download to start the installation
2. The check boxes that appear in the installation wizard can be checked according to user preference:
   1. Typically, I check the boxes for **“Open Folder as Project”** and **“Add launchers dir to the PATH”**. If this is going to be the only software you plan to edit/run Python scripts with, you can check the **“.py”** box as well.

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[Image Source and JetBrains PyCharm Install Guide](https://www.jetbrains.com/help/pycharm/installation-guide.html#silent)

1. Install the software

## Software Setup

Once you have installed both the latest version of Python and PyCharm you can open PyCharm and begin to set up the environment to work with the KBFC Python Data Conversion Scripts that will be provided during the database user training session. If you would prefer, this setup can be done in person during training (you must have access to your local admin password during the training for this).

1. Open PyCharm
2. Choose or create a Project folder to store all your .py or Python files.
   1. If this is your first time working with PyCharm or Python I suggest creating a folder in the PyCharm workspace.
   2. You can name the folder whatever you like – the default name is PyCharm Projects
3. Set up the System Interpreter/Virtual Environment so that your machine can translate the code provided for the KBFC data conversions.
4. Click on the area at the bottom right of the PyCharm window that says “system interpreter” or “add interpreter”

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* 1. “add interpreter” will be where “Python 3.12” is visible above

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1. Set up the Virtual environment by checking that the Location is set to the Projects folder that you created in step 2, and that the Base Interpreter is set to the location of the python.exe that was created when you downloaded/installed Python.
   1. The file paths should look similar to what is seen above.
2. Click “OK” and wait for the system interpreter to finish loading.
3. Once that is finished loading you are all set to begin writing code/scripts in Python!