

BETA

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TECHNOPEERS

AIFILE SOFTWARE BETA VERSION



Administrators Deployment & User Guide

AIFILE – A TECHNOPEERS PRODUCT

Administrators Deployment & User Guide

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Introduction

The purpose of this document prepares both users and administrators in deploying and customising the aiFiLE application. Although still in beta stage of testing, for the most part the application is a straightforward process but once deployed it will change the way in which you work.

The background of the application is a simply ethos, of knowing and auditing your documentation and subsequent intellectual property. The utility acts as an engine to deliver and effective auditing and publishing capability to create a visible framework of 'knowing' what documentation exists within an a business environments whether large or small.

FEATURES	
	Scheduling
	Transferring
	Publishing
	Sharing

There are four main components to the application mentioned to the left in the features list. The application will provide the user the ability to transfer files from a location on a local storage drive to another storage drive, local and share storage in networked environment. Files are defined as 'electronic documents' with a pre-defined extension value associated or not associated with an application installed on the pc from which the utility is executed. The application re-organises files by Date|Time|Extention that is published in a web format.

How to Use This Manual

The manual will provide a step by step guide for carrying out a successful deployment. This will include sections relevant to systems specification pre-requisites, pre-installation best practice, step-by-step guide of how to use the application once deployed. Refer to the relevant section as an when you reach the stages. It is advised that this guide is read through thoroughly and well digested prior to attempting an installation. Print a hard copy and keep it ah hand to ensure you are not changing screens too often whilst the deployment is taking place. You should in possession at this stage of the following in a case you do not, please contact beta@technopeers.co.uk before continuing.

- Application (.exe or .msi)
- Software License
- This User Guide

WE ARE UNDER NO OBLIGATION TO PROVIDE SUPPORT, NOR WILL WE ACCEPT ANY LIABILITY FOR THE DEPLOYMENT OF THIS UTILITY.

System Pre-Requisites

The following is basic requires guide for successful application deployment. As the application is in beta stages of testing, please ensure you are aware of the risks involved and have fully read the term and conditions for utilising the application. As a further reminder:

WE ARE UNDER NO OBLIGATION TO PROVIDE SUPPORT, NOR WILL WE ACCEPT ANY LIABILITY FOR THE DEPLOYMENT OF THIS UTILITY.

We have in this guide and other material provided as much assistance in making this application testing as smooth as possible with best practices. However, as part of the terms and agreement you will be required to provide on a frequent basis as agreed: any bugs you encounter during the deployment and use of the application. Enhancement and suggested features requests are also encouraged.

Operating System

- Windows XP (SP2/SP3)
- Windows Vista (All Versions)
- Windows 7 (All Versions)

.NET Framework

- Microsoft .NET Framework 3.5 or above

Web Browser

- Google Chrome
- Internet Explorer
- Firefox

Memory/Storage

- 2 Gb RAM
- 20 Gb (payload will depend on the volume of files and their sizes that needs to be determined)

Connectivity

- Share networked environment whether LAN/WAN
- Wireless Any Standard

Access Rights

- Elevated Privileges (Administrator)
- MSDOS – for Silent Installation
- Regedit – for clean-up and failed installs

The application is designed for operating systems or versions mentioned; users can test the application on other versions at their own risk.

Important Note

Remove any previous version of the application already installed to continue

User Pre-requisites

There are three key areas that need to be considered before installing the application and considerable thought need to be afforded. The three main components are the **Source** | **Destination** | **Publish** directories that **MUST** be selected during the installation process [they can be configured post installation]. In order to determine the correct directories, consider the following questions and suggestions:

1. Which documents you wish to organise:
 - a. Where are they coming from and where are they going to be placed.
 - b. If you are installing the application for general use, any directory will suffice.
 - c. If you are installing the application for project oriented work, it is worth considering multiple directories for Source and Destination.

2. Where do you want the files accessing from:
 - a. If you are moving documents from a shared network storage location once a move is executed they will no longer be available
 - b. Other users may no longer have access to these files once they have been moved – make them aware
 - c. Does the new location have the appropriate level of privileges to move files to it and other to access it – check it.

3. How you want to share the files:
 - a. For each execution, a publish log in the form of an html file will be created that will provide a direct link of where the document is held.

These are other considerations that will become apparent once the application is deployed and you use it for the first time.

Important Note

Files in Folders are ignored in any ReOrganise, all files must be stored in the root folder from where they are to be organised.

Installation: Step-by-Step

Version 1.0.1.3

aiFile Beta Testing Release

This section will cover the various options of deploying the application with screen shots to ensure you are at the right stages of the process. The main aim of this section is to ensure the deployment process covers the **‘Source | Destination | Publish** directories have been selected and configured correctly. Failure at this stage will cause errors that will render the application inoperable.

Command Line Installation requires you to use the following command in MSDOS Admin Mode:

msiexec /i "[full path][product].msi"

Step 1: Double click on Setup.exe

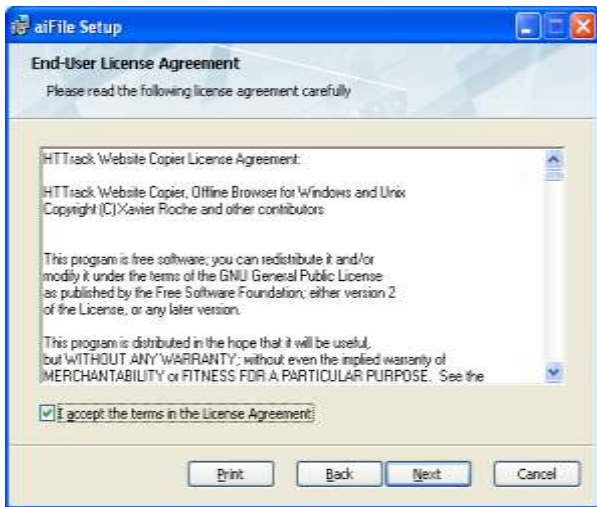


Double Click on the Executed file called: Setup.exe – once done the following screen will appear. Select run to continue. If you are unable to get to this stage, you most likely do not have the appropriate level of privileges on your profile. You must contact you systems administrator or the person responsible for your system to check that your privileges are those of an admin.

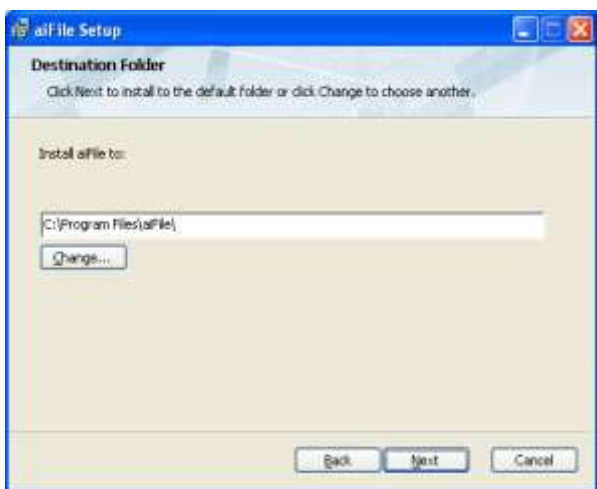
Step 2: Select Next



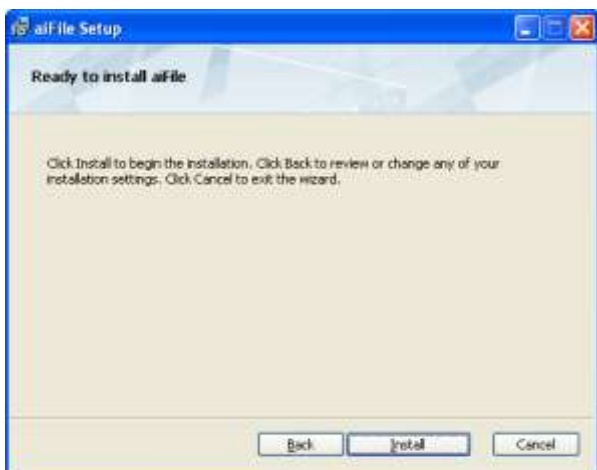
Step 3: Step Read the End User License Agreement [EULA], check ACCEPT then NEXT



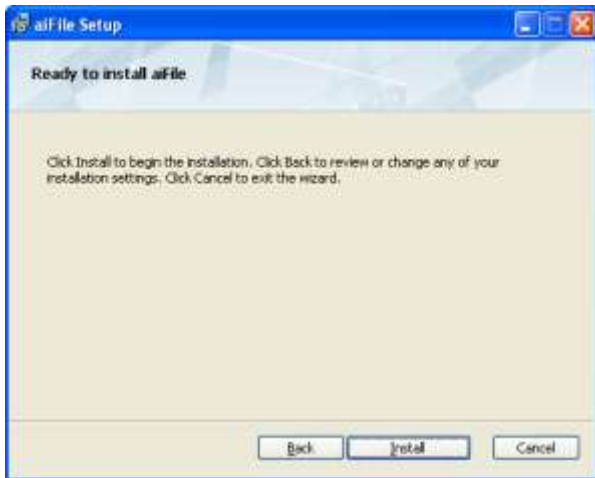
Step 4: Select the Installation Directory



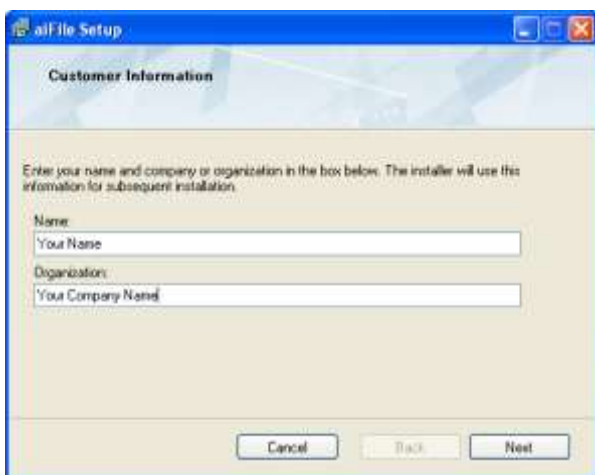
Step 5: Select INTALL to initiate the installation



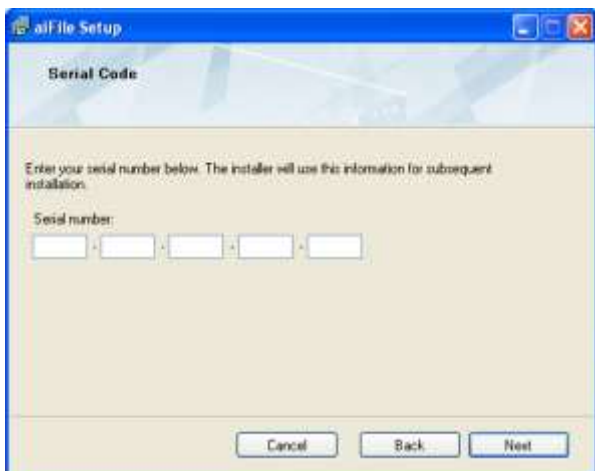
Step 6: Progress Bar will indicate the application is being installed.



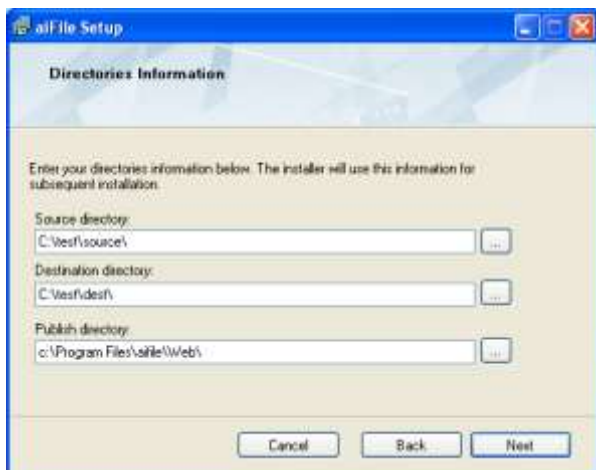
Step 7: Register Application – enter your details as suggested in the image below



Step 8: Enter the Serial Key – You should have the license key in hand prior to installation, if not contact us first.

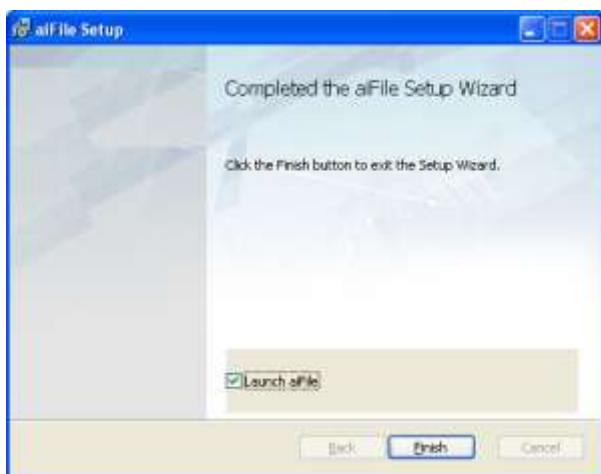


Step 9: Select Directories



Note: these directories are the key locations of where your files shall be placed via applications organise function. Make sure you have followed the guidelines in preparing these application directories in advance. However, you will be provided the opportunity to change these once the application is fully deployed.

Step 10: Installation Complete



Select the 'launch aiFile' option and 'Finish'. This will complete down the installer and launch the application to use immediately.

If you have followed the instructions, the application will install on your computer o laptop without any issues. If you experience any issues during the installation process, visit the following site: aifile.technopeers.co.uk and lookup your issue under the FAQ section.

Here you have the opportunity to search and post questions to our team and peer reviewers for assistance.