Installing FormFlow Filler 2.23

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Installing FormFlow Filler 2.23

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Installing FormFlow® Filler

This document provides an updated set of installation instructions for FormFlow® Filler 2.23. It replaces Chapter 3 of the *Getting Started* guide and pages 2-5 to 2-16 in Chapter 2 of the *Filler User's Guide* included with the FormFlow 2.23 software packages. This document also supersedes all installation information included in the readme.txt and admin.txt files provided with this product.

This document is aimed at systems administrators who are responsible for installing Filler software in their organizations. It also provides all instructions that administrators can supply to end users whenever they are required to perform tasks associated with installing or accessing Filler on their workstations.

This document covers:

- installing Filler from a CD
- installing Filler from a network server
- installation component options
- setting up shared network installs
- performing silent installs
- performing remote installs using Microsoft® Systems Management Server
- customizing your installation
- uninstalling FormFlow applications
- FormFlow file types

Where the term "Filler" appears in this document, it refers to FormFlow Filler.

Introduction

You can provide end users with access to Filler software in a variety of ways. You can:

- perform a full install of Filler on a user's local workstation from the Filler CD or from a network.
- perform a shared network install on a user's local workstation manually, or silently with minimal end-user intervention. This installs only the files that the local workstation needs to access the network copy of Filler.
- use Microsoft Systems Management Server (SMS) to perform silent installs on a user's workstation in either local workstation mode or shared network mode. SMS requires no end-user action.

What is a local workstation install?

When you do a full install of Filler on a local workstation, all program files are copied to the workstation and can only be used by the end user of the workstation. This is a manual install from the Filler CD or from a network file server.

What is a shared network install?

For general installation considerations, see "Reviewing the Installation Checklist" on page 1-21 of the *Getting Started Guide* and on page 2-3 of the *Filler User's Guide*.

A shared network install of Filler eliminates the need to have a complete copy of Filler on each end-user workstation. The program files are kept on the network application server, but user preferences and configuration files are kept on respective local workstations.

A shared network install involves two procedures—installing Filler to the network server and providing end users with the means to configure their workstations so that they can gain access to the network copy of Filler.

Why use SMS?

SMS is a tool that enables you to perform silent installs from a network to local workstation, in either full or shared network mode, without end-user intervention. An SMS install greatly reduces the system administrator's work.

Full Local Installs

Performing full local installs entails providing a complete copy of the Filler software program to each end-user workstation.

You can perform a full local install of Filler on an end-user workstation using the Filler CD or from a network file server using the Filler setup program. Both installs use the same procedure except that, to set up the install from the network you must:

■ copy the Filler setup software from the Filler CD to a location on the network that all your users can access

  - or-

■ insert the Filler CD in a network server CD drive that all users can access.

Notes: ■ Uninstall FormFlow and all previous versions of Filler before installing this version. See "Uninstalling FormFlow" on page 3-31 for more information.

■ Do not install Filler on a workstation on which the FormFlow Starter Kit has already been installed, since Starter Kit contains a special version of Filler which includes additional testing features for the forms designer and administrator.

Installing Filler From a CD

➤**To install Filler on a local workstation using the CD**

1. Start Windows® and uninstall any earlier version or copy of Filler.

2. Exit all Windows programs including any anti-virus programs, Office Toolbar, and any other start-up programs.

3. Insert the FormFlow Filler CD into your CD drive.

Note: If you are using Windows 95 or Windows NT, the FormFlow auto-run program (AUTORUN.EXE) starts automatically when you insert the CD. Click the **Install** icon to start the Setup wizard, then proceed with step #6.

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4. Using File Manager or Windows Explorer, locate the FILLER subdirectory.

5. Double click the SETUP.EXE file.

6. Click **Next** in the Welcome dialog to proceed with the installation. The Software License Agreement dialog appears.

7. Read the license agreement, then do one of the following:
   - If you agree with all the terms of the license agreement, click **Accept** to continue with the installation.
   - If you disagree with any of the terms of the license agreement, click **No** to exit the Setup wizard.

8. In the Specify User Information dialog, type your full name and the name of the company you work for, then click **Next**.

9. In the Specify Setup Type dialog, click **Local**, then click **Next**.

10. In the Specify Destination dialog you can either:
    - click **Next** to accept the default destination
    - click **Browse** to install to a different destination, then click **Next**.

11. In the Specify Filler Environment dialog, select the option that describes your organization's working environment, then click **Next**:
    - **FormFlow Filler only** – your organization uses only FormFlow Filler
    - **FormFlow Filler and JetForm Filler** – your organization uses both FormFlow Filler and JetForm Filler. If you select this environment, the **Package Forms** option under the Filler **Tools** menu will be disabled.

    Click **Help** for more information about each option.

12. In the Select Components dialog, enable the options you want to install. To choose the components you want for an option, select it, then click **Change**. Click **Help** for more information about these options or see "Installation Component Options" on page 3-11.

Notes: ■ The space required varies with the options you choose. When you enable an option, the disk space required for that option appears to the right. The total disk space available for the installation appears at the bottom of the dialog.

■ For each SQL database you selected, a dialog appears asking for more information. In each dialog, type the names of your servers or databases, using commas to separate multiple names, then click **Next**. When you have finished specifying the options you want to install, click **Next**.

■ If you installed support for Paradox™ databases, the Configure Paradox dialog appears. Specify the path of the PARADOX.NET or PDOXUSRS.NET file, then click **Next**.

■ If you selected more than one mail system, the Specify Default Mail System dialog appears. Select the default mail system you want FormFlow to use, then click **Next**.

■ If you selected the **InTempo** workflow option, the Configure InTempo dialog appears. Type the e-mail address of InTempo Agent, then click **Next**.

■ If you selected the **JetForm Central Support** option, the Specify JetForm Central Options dialog appears. Specify the options you want FormFlow to use with JetForm Central, then click **Next**.

13. In the Select Security System Support dialog, select the security option you want to use with FormFlow, then click **Next**. Click **Help** for more information about security options.

Notes: ■ Security options are only available if you selected the **FormFlow Filler only** environment option, earlier in the Setup wizard.

■ To use Entrust security, you must have the Entrust client already installed. If necessary, click **Cancel** to exit Setup, install the Entrust client, then run Setup again.

■ If you selected **FormFlow (TIPEM) security**, the Configure FormFlow (TIPEM) Security dialog appears. Specify the path you want to use for the security directory, then click **Next**.

14. The Specify Century-Splitting Value dialog appears. If applicable, specify the value you want FormFlow to use for the century-splitting feature, then click **Next**. Click **Help** for more information about the century-splitting feature.

15. Select the Program Folder in the Select the Program Folder dialog and click **Next**.

16. Click **Finish** to complete the installation. After installation, view the README.TXT file for updated information that was not available when the manuals went to press. Please disregard the installation instructions in the Readme since they are now documented herein.

17. Reboot the computer.

Installing Filler From a Network File Server

Using the network to install local copies of Filler eliminates the need to circulate or provide a copy of the CD to all end users.

➤**To install Filler on a local workstation from a network file server**

1. Provide users with access to the Filler setup files on the network server by doing one of the following:

   - copying the DOCS, FILLER and ODBC32 folders from the Filler CD to a directory on the network
   - inserting the Filler CD into a CD drive on the network

   Ensure your users have permission to access the chosen location on the network server.

2. Advise the users of the location of the folders and instruct them to open the FILLER folder and double-click the SETUP.EXE file.

3. They will need to follow the instructions outlined under "To install Filler on a local workstation using the CD" on page 3-7 to complete the installation.

Installation Component Options

The following options are available.

Program

This option installs all Filler program files.

Database Support

For more information on FormFlow database support, see Appendix C, "Database Considerations" in the *Getting Started* guide, and Chapter 5 in the *Form Designer User's Guide*.

FormFlow automatically installs database support for ASCII databases. By selecting the Database Support option, you can also install support for the following:

- Clipper
- dBASE™
- IBM Database 2 (DB2)
- Lotus Notes
- Microsoft SQL Server 4.*x*
- Microsoft SQL Server 6.*x*
- ODBC
- Oracle®
- OS/2 Database Manager (DBM)
- Paradox
- Sybase.

To select the databases for which you want to install support, click **Change**. Click **Help** for more information.

See "Initialization and Preference Files" in the Troubleshooting section of the Filler online help.

If you choose to install support for any SQL database, Setup prompts you for server and database information later in the wizard. FormFlow stores SQL information in the DFSQL.INI file.

If you choose to install support for Paradox, Setup needs to know the location of the PARADOX.NET or PDOXUSRS.NET file.

- If you are installing Filler on a standalone computer, Setup prompts you for this information later in the wizard.
- If you are installing Filler on a network server, Setup prompts you for this information when you configure each local workstation.

See Chapter 5 in the *Form Designer User's Guide*.

Note: If you want to use DBM databases, you must catalog them before they can be used.

Mail System Support

You can use FormFlow to send and receive forms and data through your mail system. FormFlow supports the following mail systems:

For more information on using Exchange as a mail system, see "Using Microsoft Exchange/ Microsoft Outlook" on page B-12 in the *Getting Started* guide. For information on registering FormFlow forms in Exchange, see "Using Exchange with the Form Library" on page 5-14 of the *Getting Started* guide.

- AT&T Mail
- Banyan Vines
- cc:Mail® (VIM 1.0, VIM 2.0, MAPI)
- Lotus® Notes
- Microsoft Exchange/Microsoft Outlook®
- Microsoft Mail
- Novell GroupWise
- Novell MHS
- SMTP/POP3.

To select the mail systems for which you want to install support, click **Change**. If you select more than one mail system, Setup prompts you to choose the default mail system you want to use, later in the wizard. Click **Help** for more information.

If you do not install support for any mail system, FormFlow installs File Packager. You can use File Packager to create a form package (.FPK file) that you can distribute manually to users. You can only use File Packager if you selected the **FormFlow Filler Only** environment option, earlier in the Setup wizard.

FormFlow 2.23 now supports Microsoft Outlook 98 and Outlook 2000. Users can launch FormFlow directly from Outlook by double-clicking the FormFlow message. You must have Windows messaging including the Microsoft Mail option installed. Follow the procedure in the order given:

1. Install Microsoft Outlook 98 or 2000, if not previously installed.

2. Open the Control Panel.

3. Double-click **Add/Remove Programs**.

4. Click on the **Windows** (or **Windows NT**) **Setup** tab.

5. If it is not selected, select **Windows Messaging**.

6. Click **Details**.

7. Click **Microsoft Mail Services** and **Windows Messaging** options.

8. Click **OK**.

9. Click **OK** again.

Note: Have your Windows operating system CD handy as you may need it to complete the installation.

Workflow

You can install support for the following types of workflow:

- **FormFlow** – peer-to-peer routing, where you fill in a form and send it directly to the next participant
- **InTempo –** client-server workflow, where you fill in a form and send it to InTempo Agent on its way to the next participant.

Note: The **FormFlow** option is only available if you selected the **FormFlow Filler only** environment option, earlier in the Setup wizard.

FormFlow works differently depending on the workflow type you use and the Filler environment you selected earlier in the wizard. The following table describes the file formats FormFlow uses in different scenarios:

	FormFlow routing	InTempo	No workflow (ad hoc sending and receiving only)
FormFlow Filler only	.WPK	.JFM and ._FF	.FPK
FormFlow Filler and JetForm Filler	not supported	.JFM	.JFM

To select the workflow types for which you want to install support, click **Change**. If you select **InTempo**, Setup prompts you to specify the InTempo Agent e-mail address, later in the wizard.

For more information on the features and limitations of the mixed Filler environment, see Chapters 3 and 4 of the *Form Designer User's Guide*.

Note: If you selected the **FormFlow Filler and JetForm Filler** environment option, FormFlow sends and receives only the data associated with a form as a .JFM file, a format which both Filler programs can understand. The .JFM file can include only the following information:

- one or more data records in JetForm ASCII data format (.DAT)

■ any additional files you want to attach.

To send the form along with its associated data, or use advanced functionality such as digital signatures and fillable graphic fields, you must select the **FormFlow Filler only** option, which supports *form packages* (sent as .FPK or ._FF files).

JetForm Central Support

Select this option if you want to use FormFlow Filler to send information to JetForm Central for printing or faxing. Later in the wizard, Setup prompts you to specify the options you want to use with JetForm Central.

Note: If, during the installation process, you do not specify the options you want FormFlow to use with JetForm Central (or if you need to modify the options), you can do so at any time using FormFlow Filler. On the **Tools** menu, click **Options**, then click the JetForm Central tab.

Graphic Image Support

FormFlow supports the following graphic file formats:

■ Computer Graphics Metafile (.CGM)

■ Encapsulated PostScript (.EPS)

■ GEM™ Image (.IMG)

■ GEM Metafile (.GEM)

■ Graphic Interchange Format (.GIF), non-interlaced, opaque, and non-animated only

■ MacPaint (.BIN)

■ PC Paintbrush®+ (.PCX)

■ Tagged Image File Format (.TIF)

■ Windows Bitmap (.BMP)

■ Windows Metafile (.WMF).

To select the graphic file formats for which you want to install support, click **Change**.

Online Documentation

There are two types of online documentation available with
FormFlow Filler:

- Filler Online Help
- a portable document format (.PDF) version of the *Filler User's Guide*.

To select the online documentation you want to install, click **Change**. To
access the .PDF file after installation, double click the Filler User's Guide
icon in your FormFlow program group.

Notes: ■ If you do not install the *Filler User's Guide* .PDF file, you can still
access it at any time from the DOCS directory on your CD.
Double click the FFUGBK.PDF file.

■ To view the .PDF file, you need the Adobe® Acrobat® Reader
program. You can find installation programs for Acrobat
Reader 2.1 (ACROREAD.EXE) and 3.02 (AR302.EXE) in the
DOCS\ACROBAT directory on the Filler CD. If you are running
Windows 3.1x, you need Acrobat Reader 2.1. To start the
Acrobat Reader installation program, finish installing
FormFlow, then double-click the appropriate installation file.

Fonts

FormFlow installs two enhanced Type Director fonts and two TrueType®
fonts:

- CG Times (WN)
- Univers (WN)
- TrueType CG Times
- TrueType Univers

To select the fonts you want to install, click **Change**.

Note: If your form designs use third-party fonts, such as the enhanced
Univers (WN) or CG Times (WN) fonts supplied with FormFlow,
ensure that you enable the enhanced fonts options on the General
tab of the Options dialog available from the **Tools** menu in Filler.

OLE Controls

FormFlow includes the following OLE controls:

Control Name	Function
FormFlow List / ComboBox Control	Enables the user to choose from a list of items, or to type an item into the box if the choice is not available.
FormFlow Grid Control	Displays database information in a customizable spreadsheet format, and triggers functions set up by the form designer.
FormFlow Radio Button Control	Enables the user to choose from a list of items with radio buttons.
FormFlow Multi-Function Control	FormFlow Slider Control—Displays a range of values, and points to the current value for the control.
	FormFlow SpinText Control—Rotates and formats label text in Form Designer.
	FormFlow Timer Control—Terminates a function call after a specified time interval, or triggers a function call after that interval.
	FormFlow Traffic Control—Reflects the status of an event, or triggers an event.

To select the OLE controls you want to install, click **Change**.

Note: FormFlow groups four OLE controls—Grid, SpinText, Timer and Traffic—in the single **Multi-Function Control** option. You can install these controls only as a group. You can install other controls individually.

Setting up Shared Network Installs

Setting up users to access a shared network copy of Filler means that you only need to install the software program on one computer—the network application server, and end users require only a few files on their workstations. This saves space on the end-user workstations and minimizes the maintenance of the Filler application for the organization.

During the installation of Filler to a network server, FormFlow does not make any registry entries to the local workstation. Files are copied only to the specified network location. It is only when you configure the local workstation that FormFlow updates the individual workstation registry.

Installing Filler on a Network Application Server

You must have sufficient storage and appropriate access rights to the area on your network on which you are installing Filler.

Notes: Uninstall FormFlow and all previous versions of Filler before installing this version. See "Uninstalling FormFlow" on page 3-31 for more information.

The installation program:

- creates a directory in the location you specify on the network server, if necessary
- installs the FormFlow files you select into the specified directory on the network server
- sets up default locations for your initialization and preference files (adds the lines, DFConfigPath= and PrefsPath=, to your WIN.INI file, and assigns them the path you specify in this program for the FormFlow program files).
- stores information about the selected installation options in the NETWORK.INI file.

➤**To install Filler on a network application server using the CD**

1. Start Windows and uninstall any earlier version or copy of Filler.

2. Exit all Windows programs including any anti-virus programs, Office Toolbar, and any other start-up programs.

3. Insert the FormFlow Filler CD into your CD drive.

Note: If you are using Windows 95 or Windows NT, the FormFlow
auto-run program (AUTORUN.EXE) starts automatically when you
insert the CD. Click the **Install** icon to start the Setup wizard,
then proceed with step #6.

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4. Using File Manager or Windows Explorer, locate the FILLER
subdirectory.

5. Double click the SETUP.EXE file.

6. Click **Next** in the Welcome dialog to proceed with the installation. The
Software License Agreement dialog appears.

7. Read the license agreement, then do one of the following:
   - If you agree with all the terms of the license agreement, click **Accept**
   to continue with the installation.
   - If you disagree with any of the terms of the license agreement, click
   No to exit the Setup wizard.

8. In the Specify User Information dialog, type your full name and the
name of the company you work for, then click **Next**.

9. In the Specify Setup Type dialog, click **Network,** then click **Next**.

10. In the Specify Destination dialog you can either:

   - click Next to accept the default destination
   - click **Browse** to install to a different destination, then click **Next**.

Note: To specify the network destination, you can do either of the
following:
   - If using Windows 95 or Windows NT, you can type a universal
   naming convention (UNC) path.
   - If using Windows 3.11, Windows 95 or Windows NT, you can
   assign (map) a drive letter to the volume you want to use
   during the installation process. In the Choose Folder dialog,
   click **Network**, and use the Map Network Drive dialog to map
   the volume you want to use. For more information on using
   this dialog, click **Help**.

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11. Select the option that describes your organization's working environment, then click **Next**:

- **FormFlow Filler only** – your organization uses only FormFlow Filler

- **FormFlow Filler and JetForm Filler** – your organization uses both FormFlow Filler and JetForm Filler. If you select this environment, the **Package Forms** option under the Filler **Tools** menu will be disabled.

   Click **Help** for more information about each option.

12. The Select Components dialog appears. Enable the options you want to install. To choose the components you want for an option, select it, then click **Change**. Click **Help,** for more information about these options or see "Installation Component Options" on page 3-11.

Notes: ■ The space required varies with the options you choose. When you enable an option, the disk space required for that option appears to the right. The total disk space available for the installation appears at the bottom of the dialog.

   ■ For each SQL database you selected, a dialog appears asking for more information. In each dialog, type the names of your servers or databases, using commas to separate multiple names, then click **Next**.When finished specifying the options you want to install, click **Next**.

   ■ If you installed support for **Paradox** databases, the Configure Paradox dialog appears. Specify the path of the PARADOX.NET or PDOXUSRS.NET file, then click **Next**.

   ■ If you selected more than one mail system, the Specify Default Mail System dialog appears. Select the default mail system you want FormFlow to use, then click **Next**.

   ■ If you selected the **InTempo** workflow option, the Configure InTempo dialog appears. Type the e-mail address of InTempo Agent, then click **Next**.

   ■ If you selected the **JetForm Central Support** option, the Specify JetForm Central Options dialog appears. Specify the options you want FormFlow to use with JetForm Central, then click **Next**.

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13. In the Select Security System Support dialog, select the security option you want to use with FormFlow, then click **Next**. Click **Help** for more information about security options.

Notes: ■ Security options are only available if you selected the **FormFlow Filler only** environment option, earlier in the Setup wizard (see page 3-19).

■ To use Entrust security, you must have the Entrust client already installed. If necessary, click **Cancel** to exit Setup, install the Entrust client, then run Setup again.

■ If you selected **FormFlow (TIPEM) security**, the Configure FormFlow (TIPEM) Security dialog appears. Specify the path you want to use for the security directory, then click **Next**.

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14. The Specify Century-Splitting Value dialog appears. If applicable, specify the value you want FormFlow to use for the century-splitting feature. Click **Help** for more information about the century-splitting feature.

15. Setup is now ready to install Filler onto the network server. To begin copying files, click **Next**.

16. Click **Finish** to complete the installation. After installation view the README.TXT file for updated information that was not available when the manuals went to press. Please disregard the installation instructions in the Readme since they are now documented herein.

17. Reboot the computer.

Configuring End-User Workstations

Once you have installed Filler to a network server, you can provide your end users with instructions on how to configure their workstations to access the network copy of Filler. When configuring a local workstation, FormFlow:

■ creates a directory in the location you specify on the local workstation and installs only the files the end user needs to access the network's copy of Filler. These include DFCONFIG.INI and CLIREMOV.ISU

■ adds DFCONFIG PATH = and PREFS PATH = lines to the [FormFlow] section of your WIN.INI file

■ if applicable, adds a [Paradox Engine] section to your WIN.INI file

■ sets up user-specific preference and initialization files (DFCONFIG.INI, FORMFLOW.INI, DFFILL.PRF) and stores them in the specified directory

■ sets up a pointer to the FormFlow program files stored on the network.

The first time a user starts Filler, FormFlow creates the following files and stores them in the location you specified on the user's local workstation:

■ preference and initialization files (DFFILL.INI, DFFILL.PRF, and FORMFLOW.INI)

■ default form library file (DEFAULT.FLB).

■ if applicable, enhanced font files (.SS and .FNT files).

➤ **To set up a local workstation to access the shared network install**

1. Uninstall all previous versions of FormFlow on the local workstation before installing FormFlow 2.23 as detailed in "Uninstalling FormFlow" on page 3-31.

2. Exit all Windows programs including any anti-virus programs, Office Toolbar, and any other start-up programs.

3. From the local workstation, use File Manager or Windows Explorer to locate the network directory on which Filler was installed.

4. Double click the SETUP.EXE file. The Welcome dialog appears.

5. Click **Next** to proceed with the installation.

6. In the User Information dialog, type the user's full name and the name of the company you work for, then click **Next**.

7. In the Choose Destination Location dialog, specify the drive and directory where you want to store preference and initialization files (DFCONFIG.INI, FORMFLOW.INI and DFFILL.PRF). Do one of the following:

   ■ To accept the default destination, click **Next**.
   ■ To install on a different destination, click **Browse** and use the Choose Folder dialog to select another destination. To accept the specified destination, click **Next**.

For more information on the FormFlow .INI files, see "Initialization and Preference Files" in the Troubleshooting section of the Filler online help.

We recommend that, wherever possible, you place initialization, preference, and configuration files in private directories on the server, or on individual workstations. Storing these files in separate, private directories allows network users to share a single copy of FormFlow without having to share the same program configuration settings.

8. The Select Program Folder dialog appears. Specify the program folder where you want the FormFlow program icons to appear.

9. Setup is now ready to configure the computer to work with the network copy of Filler. To begin copying files, click **Next**.

10. Click **Finish** to complete the installation. After installation, view the README.TXT file for updated information that was not available when the manuals went to press. Please disregard the installation instructions in the Readme since they are now documented herein.

11. Reboot the computer.

Performing Silent Installs

A silent install sets up software or files on a user's computer requiring little or no user input during the installation process. You can perform a silent install with FormFlow software alone or you can use Microsoft Systems Management Server which automates the silent install. To perform a silent installation using Microsoft Systems Management Server, see "Microsoft Systems Management Server" on page 3-28.

A silent install can be performed to provide either full local workstation or shared network installs.

Full Local Workstation Installs

To provide full local workstation installs with a silent installation you must:

- on every workstation and using an identical drive ID, map the network drive where the Filler set-up files are located on the server.
- configure the network server
- enable end users to configure their workstations

Note: Several files are created when you perform a silent install with the FormFlow Silent Install Wizard and are placed in the directory that you specify in the configuration output path dialog:

- ISSISTS.ISS file contains the options you select in the Silent Install Wizard. Open the Silent Install Wizard from the FormFlow Setup (SETUP.EXE) in the SILENT folder included on the Filler CD.
- FORMFLOW.PDF file. When you run the silent installation version of FormFlow Setup (SETUP.EXE), FormFlow updates this file and copies it to the configuration output path you specify. (This file is not a real portable document format file, rather it is a definition file needed by Microsoft Systems Management Server (SMS)).

■ INSTALLF.BAT file contains the options and parameters that guide the installation process.

Mapping the Network Drive

Map the network drive containing the Filler setup files, to all user workstations ensuring that you always use the same drive ID. This is the drive that you will enter in the **FormFlow source path** and **Configuration output path** field in the Specify paths dialog in the Silent Install Wizard. See Step #13 in the following procedure.

Configuring the Network File Server

Configuring the network file server entails setting up the appropriate files using the silent install setup files on the Filler CD.

Caution: Do not use the **Back** button on the FormFlow Silent Install Wizard once you start configuring the silent install files. To change settings, you must cancel the setup process, delete the INSTALLF.BAT and ISSISTS.ISS files from the configuration directory, and start over.

➤**Setup the silent install files on the network server**

1. Insert the Filler CD in the network server CD drive and using File Manager or Windows Explorer, locate the SILENT folder.

2. Open the SILENT folder, and double-click SETUP.EXE.

3. The Welcome dialog opens. Click **Next**.

4. Read the license agreement, then do one of the following:
   ■ If you agree with all the terms of the license agreement, click **Accept** to continue with the installation.
   ■ If you disagree with any of the terms of the license agreement, click **No** to exit the Setup wizard.

5. The Specify User Information dialog opens. Type your name and the name of your company in the appropriate fields. Click **Next**.

6. The Specify Setup Type dialog opens. **Local** is the only option offered and is selected by default. (With the Silent Install Wizard you can only perform full local workstation installs.) Click **Next**.

7. The Specify Destination dialog opens. Enter the full path of the folder where Filler will be installed on the end-user workstation. Click **Next**.

8. The Specify Filler Environment dialog opens. Select **FormFlow Filler only**. Click **Next**.

9. Enable the options you want to install in the Select Components dialog. To choose the components you want for an option, select it, then click **Change**. Click **Help** for more information about these options or see "Installation Component Options" on page 3-11.

Notes: ■ The space required varies with the options you choose. When you enable an option, the disk space available for that option appears to the right. The total disk space required for the installation appears at the bottom of the dialog.

■ For each SQL database you selected, a dialog appears asking for more information. In each dialog, type the names of your servers or databases, using commas to separate multiple names, then click **Next**. When you have finished specifying the options you want to install, click **Next**.

■ If you installed support for **Paradox** databases, the Configure Paradox dialog appears. Specify the path of the PARADOX.NET or PDOXUSRS.NET file, then click **Next**.

■ If you selected more than one mail system, the Specify Default Mail System dialog appears. Select the default mail system you want FormFlow to use, then click **Next**.

■ If you selected the **InTempo** workflow option, the Configure InTempo dialog appears. Type the e-mail address of InTempo Agent, then click **Next**.

■ If you selected the **JetForm Central Support** option, the Specify JetForm Central Options dialog appears. Specify the options you want FormFlow to use with JetForm Central, then click **Next**.

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10. In the Select Security System Support, select the security option you want to use with Form FLow, then click **Next**.

Notes: ■ To use Entrust security, you must have the Entrust client already installed. If necessary, click **Cancel** to exit Setup, install the Entrust client, then run Setup again.

■ If you selected **FormFlow (TIPEM) security**, the Configure FormFlow (TIPEM) Security dialog appears. Specify the path you want to use for the security directory, then click **Next**.

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11. The Specify Century-Splitting Value dialog opens. If applicable, specify the value you want FormFlow to use for the century-splitting feature, then click **Next**. Click **Help** for more information about the this feature.

12. In the Select Program Folder dialog, select the program folder in which you want Filler to reside on the end-user workstations and click **Next**.

13. In the Specify Paths dialog, complete the following:

   ■ **FormFlow source path** - using the network server drive letter that you mapped on end-user workstations, enter the full path of the network drive and folder containing the Filler setup files or the CD drive containing the Filler CD.
   ■ **Configuration output path** - using the network server drive letter that you mapped on end-user workstations, enter the full path where you want the files (ISSISTS.ISS, FORMFLOW.PDF, and INSTALLF.BAT) generated by this silent installation to be copied.
   ■ Silent Install Options - select **Show install notification** and the **Show finish dialog** options if you want users to receive the related messages during the silent install process.
   ...then click **Next**.

14. The Setup Complete message displays. The server is now configured.

Notes: ■ Use the DOS file naming convention for all file and folder names to ensure error-free setups in all operation systems.

   ■ Every user who wants to install Filler must have write-access to the folder designated in the **Configuration output path** field. Otherwise, the setup program will require user input and will therefore, not be silent.

Configuring End-User Workstations

Once you have configured the server, end users can complete the steps to install Filler on their workstations. Provide end users with the necessary instructions. Advise users:

■ to exit all Windows programs including any anti-virus programs, Office Toolbar, and any other start-up programs.

■ of the location of the folder that you designated as the **Configuration output path** in Step #13 on page 3-25 and have them double-click the INSTALLF.BAT file.

■ to reboot their computers after the install is completed.

Shared Network Silent Installs

To provide shared network installs with a silent install you must:

- install Filler on the network application server
- configure the silent installation files on the network server as required
- enable end users to configure their local workstations. When users run the silent install program on their local workstations, the silent installation process configures the local workstation to use the network copy of Filler, using the options specified in the CASAIS.ISS file.

Note: With a network installation, FormFlow does not make any registry entries when you configure the network server. FormFlow updates each user's registry when you configure local workstations.

Installing Filler on the Network Application Server

Install Filler on the network application server using the Filler CD and following the instructions outlined in "To install Filler on a network application server using the CD" on page 3-17.

Configuring the Silent Installation Files

During the install, the Filler setup creates the silent installation files, SETUP.INI, CASAIS.ISS and INSTALLC.BAT, and places them in the network directory where you installed Filler. These files contain options or parameters that guide the shared network installation process. You will need to modify SETUP.INI file and possibly the CASAIS.ISS file as described below before local workstations can be configured.

Note: INSTALLC.BAT contains a pointer to the location of the CASAIS.ISS file. If you move the CASAIS.ISS file, you must update the INSTALLC.BAT file so that it has the current location of the CASAIS.ISS file.

➤**To modify the SETUP.INI file for silent installation**

1. Using File manager or Windows Explorer, locate the network directory where you installed Filler.

2. Using a text editor such as Notepad, open the SETUP.INI file.

3. Remove the ";" (semi-colon) from the beginning of the following line:
   CmdLine= -s -fl<path>casais.iss

Note: In order to perform a silent installation, you must make this change, and every user who wants to install Filler must have write-access to the path you specify; otherwise, the setup program will require user input (that is, the installation will not be silent).

➤**To modify the default configuration of local workstations in the CASAIS.ISS file**

1. Using File Manager or Windows Explorer, locate the network directory where you installed Filler.

2. Using a text editor such as Notepad, open the CASAIS.ISS file.

3. Modify the file as needed:

   ■ under the [Application] section, change the Name parameter to read:

   `Name=FormFlow 2.23 Filler`
   ■ if necessary, under the [SdAskDestPath-0] section, change the szDir parameter to reflect the drive and the folder where you want Filler to install on the user's workstation. The default is C:\FORMFLOW.
   ■ under the [SdSelectForlder-0] section, change the szFolder parameter to read:

   `szFolder=FormFlow 2.23 Filler`

Note: Every parameter in the CASAIS.ISS file must have a value. If you delete the value for any parameter, the installation will fail.

Configuring Local Workstations

Once you have installed Filler on the network application server and have configured the silent installation files, you are ready to instruct end users on how to configure their workstations. The silent installation program uses options specified in the CASAIS.ISS file to automatically configure the local workstation to use the network copy of Filler by:

■ creating a local directory in the location you specified when you installed Filler on the network server

■ creating the DFCONFIG.INI, DFSQL.INI, and CLIREMOV.ISU files and storing them in the above specified local directory

■ adding DFCONFIGPATH= and PREFSPATH= lines to the [FormFlow] section of the WIN.INI file

- adding a [Paradox Engine - PARADOX.NET or PDOXUSRS.NET files] section to WIN.INI file and, if applicable
- creating a FormFlow program group
- setting up a pointer to the FormFlow program files stored on the network

➤**To enable an end user to perform a silent installation**

1. From the network server, create an e-mail message addressed to your end user.

2. Attach the file, INSTALLC.BAT to the e-mail. This file is located in the folder where you installed Filler.

3. Instruct the user to double-click the attachment to initiate the silent installation. Within moments the user can launch Filler from the **Start** menu.

The first time the user starts Filler, FormFlow creates the following files and stores them in the local directory location that you specified:

- preference and initialization files (DFFILL.INI, DFFILL.PRF, and FORMFLOW.INI)
- default form library file (DEFAULT.FLB)
- enhanced font files, if applicable (.SS and .FNT)

A silent installation also creates a FORMFLOW.LOG file in the user's Windows directory. You can use this file to ensure the correct options were installed, or to determine the source of a problem if the installation was unsuccessful.

Note: To enable end users to install Filler from the network server, you must give them read-access to the network directory where you installed Filler.

Microsoft Systems Management Server

The Microsoft Systems Management Server (SMS) is a tool that enables the administrator to perform an automated silent install to end-user workstations. When you install Filler using SMS, you have two options:

- a full install on the local workstation
- a shared network install.

To perform a silent full local install of Filler using SMS, you need:

- an ISSISTS.ISS file, created using the silent installation version of FormFlow Setup (SETUP.EXE) included on the Filler CD.

- the FORMFLOW.PDF file. When you run the silent installation version of FormFlow Setup (SETUP.EXE), FormFlow updates this file and copies it to the configuration output path you specify.

To perform a silent shared install of Filler using SMS, you need:

- a SETUP.INI file that contains the Filler options you want to use during the silent installation process. When you run the FormFlow Application Setup wizard (SETUP.EXE), FormFlow creates this file and copies it to the network directory where you are installing Filler.

- a CASAIS.ISS file, which contains additional options FormFlow will use when configuring local workstations. When you run the FormFlow Application Setup wizard (SETUP.EXE), FormFlow creates this file and copies it to the network directory where you are installing Filler.

- the FORMFLOW.PDF file. When you run the FormFlow Application Setup wizard (SETUP.EXE), FormFlow updates this file and copies it to the network directory where you are installing Filler.

To install Filler using a package that allows user input during installation, you need:

- the FORMFLOW.PDF file, available in the SILENT subdirectory on the Filler CD.

- See your SMS documentation for general information on creating installation packages for use with SMS.

Note: The FORMFLOW.PDF file, which contains configuration settings for use with Microsoft Systems Management Server, is an ASCII text file and can be opened with a text editor such as Notepad. It is NOT a portable document format file. Be aware that if your computer is set up to associate .PDF files with the Adobe Acrobat Reader program, Acrobat Reader may start if you try to open the file by double clicking the file name in File Manager or Windows Explorer.

Customizing Your Installation

After installing FormFlow Filler from the CD, you can run the Setup wizard again at any time to install other FormFlow features.

➤**To customize your installation**

1. In the Specify Destination dialog, Setup detects your previously installed version of FormFlow, and displays the current FormFlow directory as the default destination. To accept the default destination and update your existing version of FormFlow, click **Next**.

2. In the Specify Filler Environment dialog, select the option that describes your organization's working environment:

   ■ **FormFlow Filler only** – your organization uses only FormFlow Filler

   ■ **FormFlow Filler and JetForm Filler** – your organization uses both FormFlow Filler and JetForm Filler. If you select this environment, the **Package Forms** option under the Filler **Tools** menu will be disabled.

   Click **Help** for more information about each option.

3. Click **Next**. The Select Components dialog appears.

See "Installation Component Options" on page 3-8 of the *Getting Started* guide.

4. Enable the options you want to add. Clear all other options.

   The space required varies with the options you choose. When you enable an option, the disk space required for each option appears to the right. The total disk space available for the installation appears at the bottom of the dialog.

   When finished, click **Next.**

5. Follow the instructions on the screen to complete the installation.

Uninstalling FormFlow

Since multiple installations of FormFlow are not supported, you must first uninstall any versions or copies of FormFlow on your system before you install a current version of FormFlow.

The uninstall program:

- removes information used by FormFlow from your WIN.INI file
- deletes all installed FormFlow files. The uninstall program does not delete FormFlow directories or data, including forms and associated databases, that were created with the FormFlow program that you are uninstalling.

➤**To uninstall FormFlow 2.22 and 2.23**

1. From the **Start** menu, point to **Settings** and select **Control Panel**, then double-click **Add/Remove Programs**.

2. Select FormFlow 2.22 or 2.23 from the list of programs and click **Add/ Remove**.

3. A confirmation message appears. Click **Yes** to remove FormFlow from your computer.

4. The Remove Programs From Your Computer dialog appears. The uninstall program removes FormFlow from your computer.

5. Click **OK** to close the uninstall program.

6. In Windows Explorer, delete the FORMFLOW folder.

Caution: Verify the contents of the FORMFLOW folder before deleting it to ensure it does not contain folders or files that you want to keep.

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7. In the WIN.INI file, delete the FormFlow setup section, and save the file.

8. Reboot the computer.

➤**To uninstall FormFlow 2.15**

1. In Windows Explorer, double-click the uninstall feature or unsetup.exe in the setup folder in the FORMFLOW directory.

2. When the uninstall is complete, in Windows Explorer, delete the FORMFLOW folder.

Caution: Verify the contents of the FORMFLOW folder before deleting it to ensure it does not contain folders or files that you want to keep.

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3. In the WIN.INI file, delete the FormFlow setup section, and save the file.

4. Reboot the computer.

FormFlow File Types

The following chart lists the file types created by or associated with the different modules of FormFlow and found in your FORMFLOW directory. Use this chart if you need to search for certain information or want to delete unnecessary files to conserve disk space.

File extension	Example	Description
.ADM	DFLIB.ADM	Administrator utilities
.BAK	FAX1.BAK	Form and ASCII database backup files
.BMP	DFINTRO.BMP	Windows bitmap graphic files for startup screens
.CLX	ENG.CLX	Memory-resident spell checking dictionary for common words
.DAT	EXPENSE.DAT	JetForm ASCII data files
.DB	REPORTS.DB	Paradox database files
.DBF	DPCTRACK.DBF	dBASE and Clipper database files
.DBT	EMPLOYEE.DBT	dBASE or Paradox 3.*x* memo field files
.DCT	USER.DCT	Custom spell checking dictionaries
.DFN	FFNOTES.DFN	Lotus Notes database support files
.DLL	OLECLI.DLL	Dynamic Link Library files, program modules that are loaded into memory as required
.EBW	DFBEXTC.EBW	FormBasic extensions
.ENG	USER.ENG	English spelling dictionaries
.EXE	DFDESIGN.EXE	Program executable files
.FAL	MEDICAL.FAL	Locked form applications
.FAP	EMPLOYEE.FAP	Form applications
.FDB	LEADS.FDB	Descriptions for default databases
.FDS	EMPLOYEE.FDS	Lists of indexes associated with a database and the current sorting index
.FFL	REPORTS.FFL	ASCII database header files
.FIL	REPORTS.FIL	ASCII database files
.FLB	SUPPLIES.FLB	Form Library files
.FMK	MACROS.FMK	Locked macro library files
.FML	MACROS.FML	Macro library files
.FNT	HQ3.FNT	Type Director font files
.FOL	SYMBOL.FOL	Form object library files

File extension	Example	Description
.FOT	CGTIME.FOT	Metric files for TrueType scalable fonts
.FPK	PURCHASE.FPK	Form packages
.FRL	FAX1.FRL	Locked FormFlow forms
.FRP	FAX1.FRP	FormFlow forms
.FRW	STANDARD.FRW	Routing design files
.FWL	PURCHASE.FWL	Locked routing design files
.FXM	REPORT.FXM	Paradox 3.*x* memo field file components
.HLP	DFDESIGN.HLP	Online help files
.INI	DFCONFIG.INI	Initialization files specifying operating variables
.ISS	ISSISTS.ISS	Silent installation configuration file
.JFM	EXPENSE.JFM	JetForm e-mail attachments
.KRN	90133.KRN	Type Director font files
.LEX	ENG.LEX	Spelling dictionaries
.LIC	DCFSRVR.LIC	OLE license files
.LOG	DFFILL.LOG	Log files of forms filled
.LSZ	UNSETUP.LSZ	Compressed files for uninstall
.MB	EMPLOYEE.MB	Paradox 4.0 memo field files
.MSG	FORMFLOW.MSG	Error and status messages
.NDX	EMPLOYEE.NDX	dBASE index files
.NET	PDOXUSRS.NET	Paradox database locking files
.OCX	SLIDER.OCX	OLE control files
.PDF	GETSTART.PDF	Portable document format files
.PHN	ENG.PHN	Phonetic rules for spell checker
.PRF	DFDESIGN.PRF	Operating and screen preferences
.PX	SALES.PX	Paradox index files
.SYM	TDR8.SYM	Type Director symbol files
.TD	TYPEFACE.TD	Type Director control files
.TYP	90133.TYP	Type Director font files
.TYQ	PLUGIN.TYQ	Type Director font files
.TYS	SCREEN.TYS	Type Director font files
.WMF	RECYCLE.WMF	Windows metafile graphic files
.WPK	PURCHASE.WPK	Routing task packages
._FF	EXPENSE._FF	InTempo e-mail attachments (internal use only)