

# **Hill Country Software and Support**

## **IADT Workstation Setup Instructions**

Updated Jan 2, 2015

### **A. Operating System – User Management.**

1. TURN OFF – User Account Control. ( Windows 7 Pro or Windows 8.1 Pro)
2. Assign all Users Logon with a Password.
3. Install all Microsoft updates, fixes & security updates.
4. Reboot Computer and Log In.

### **B. Map a Network Drive to Server Share Location “APPS”.**

1. Choose the letter “T” as the Drive letter.
2. For the folder, type in \\yourservername\apps.
3. Make sure the **Reconnect at Logon** checkbox is checked and click Finish.

### **C. Create the Hill Country Icon.**

1. From workstation, navigate to “T:\CASI\demos2.html”.
2. Right Click on the demos2.html and Left Click on “Send to Desktop”.

### **D. Install Wordperfect (Ver. 12 SP1, Ver. X4 SP2, Ver. X5, Ver. X6, Ver. X7 ) ( Only Required for Court System Users )**

1. Install WP full version with everything, accepting all defaults **except**:
  - a. Do not select WP Email Option. ( Wordperfect X3 or X4)
  - b. When it prompts you to register, accept, but uncheck “check for updates” – it will bring up the webpage, simply close it – not necessary to register.
  - c. Absolutely, positively **DO NOT** upgrade any previous version of WP.  
If given the option to upgrade, choose to install WP on its own and leave WP previous version on the machine.
2. Leave CD in and install Service Packs, then Start Wordperfect.
3. On the screen, options are displayed with WordPerfect modes. Left-click on “Show at Startup” so that it is not checked and make sure that “WordPerfect Mode” is selected before clicking on “OK”.
4. Left-click on “Tools”, then “Settings”, then “Files”
  - a. On the “Documents” tab:
    - i. Replace “Default Document Folder” with: “T:\CASI\WP-FILES”.
    - ii. Uncheck “Use default extension on open and save”
  - b. On the Merge/Macro tab:
    - i. Uncheck “Use default form file on open and save” and “Use default data file extension on open and save”.
    - ii. Replace “Default Macro Folder” with: “T:\CASI\WORD”.
  - c. Left-click on “Apply” then “OK”.

### **E. Run ‘HCSS BIS Workstation Installation.exe’ file**

([www.hillcountrysoftware.com](http://www.hillcountrysoftware.com)) , Select on “Updates” button, Save to disk.

1. Start the .exe module and Select on all options as default.
2. On “C” drive, Set Folder “HCSS” Security to “Everyone” with “Full Control”.

### **F. Install TeamViewer QS Access Module**

([www.hillcountrysoftware.com](http://www.hillcountrysoftware.com)) , Select on “Support” button.

1. Select on “TeamViewer QS”, ( Starts download process ).
2. Install to **Desktop** and Setup TeamViewer Program.

### **G. Install Adobe Reader or Adobe Acrobat and Register. ( 32 bit versions)**

### **H. Install latest JAVA modules, 32 bit version. (www.java.com)**

# Hill Country Software IADT Applications

## Internet Explorer Ver 11 Security Settings.

1. Verify that MS **Internet Explorer Ver 11** is installed on the computer.
2. In Internet Explorer Left-click on "Tools",
  - 2a. Left-click on "**Internet Options**"
  - 2b. Left-click on the "**Security**" tab.
  - 2c. Left-click the **Internet**" zone symbol in the white box.
  - 2d. Make sure the slide bar is set to **MEDIUM**.
3. In the Security settings zone:
  - 3a. Left-click on the "**Trusted Sites**" symbol in the white box.
  - 3b. Set Security Level to **MEDIUM-LOW**.
  - 3c. Left-click on the "**Sites**" button.
  - 3d. Add the IP address of the server with the prefix "**http://**".
  - 3e. Uncheck the "**Require server verification (https:) for all sites in this zone**" checkbox and left-click "**Close**".
  - 3f. Left-click on the "**Custom Level**" button,  
scroll down under the "**Miscellaneous**" section to  
"**Websites in less privileged web content zone can navigate into this zone**"  
and check the "**Enable**" option.
4. Left-Click on Advanced Tab and scroll down to "**Security Section**" and check the "**Allow Active Content to run on my computer**".
5. Left-Click on "**Programs Tab**", Verify that IE is the "**Default Web Browser**".
6. Left-Click on "OK" in Internet Options.
7. In Internet Explorer Left-click on "Tools"
  - 7a. Left-Click on "**Compability View Settings**"
  - 7b. Under Websites – Remove any IP addresses of Local Server.
  - 7c. Uncheck "Display intranet sites in Compatibility View".
  - 7d. Left-Click on "**Close**"
8. Left-click on TOOLS, TOOLBAR, Turn "**OFF**" STATUS BAR OPTION.
9. Left-Click on TOOLS, Left-Click on MANAGE ADD-ONS.
  - 9a. In the "SHOW BOX" Select "Currently Loaded Add-Ons"
  - 9b. DISABLE any of the following: "GOOGLE, YAHOO, ASK, AOL".
  - 9c. Left-Click on "CLOSE"
10. Left-Click on TOOLS,
  - 10a. Turn **ON** POP-UP BLOCKER,
  - 10b. Left-Click on Pop-up Blocker Settings
  - 10c. Enter the server's IP address in the "**Address of website to allow**" section
  - 10d. Left-click on the "Add" button.
  - 10e. Left-click on "Close"

**NOTE: These setting MUST be set on ALL COMPUTERS  
THAT THE HCSS IADT APPLICATION IS OPERATING ON.**

# **Hill Country Software and Support**

## **IADT Server Setup Instructions**

Updated Jan 02, 2015

### **First Step: User Log on Assignment.**

1. TURN OFF – User Account Control. ( Win 7, Win 8.1 Pro, Server 2008, Server 2012)
2. Assign all Users Logon with a Password.
3. Reboot Computer.

**Second Step:** Install all Microsoft updates, fixes & security updates.

- Third Step:**
1. Verify that Internet Explorer Ver. 9, 10 or 11 is installed.  
( Only IE 11 for Win 7 Pro or Win 8.1 Pro computers)
  2. Reference Internet Explorer Security Settings Document.
  3. Verify that .NET FRAMEWORK Ver. 4.0 or newer is installed.

### **Fourth Step: Before IADT BIS Installation**

Internet Information Server is not installed when Windows is installed, and the default IIS installation does not include some features that are required by Xcentrisity Business Information Server. To install IIS on Windows and/or to enable features, follow these steps:

1. **Turn Windows features on or off.** You will be asked for your consent before you can change a Windows feature.
2. **Internet Information Services.** This will cause a subset of the fields below to be checked. Be sure the following items are checked under Internet Information Services, especially the items marked (\*\*).

#### **FTP Publishing Service**

##### **Web Management Tools**

##### **IIS 6 Management Compatibility**

##### **IIS Metabase and IIS 6 configuration compatibility (\*\*)**

##### **IIS Management Console**

#### **World Wide Web Services**

##### **Application Development Features**

##### **ASP.NET (\*\*)**

##### **ISAPI Extensions (\*\*)**

##### **Common Http Features**

##### **Default Document**

##### **Directory Browsing**

##### **HTTP Errors**

##### **HTTP Redirection (\*\*)**

##### **Static Content**

##### **Health and Diagnostics**

##### **HTTP Logging**

##### **Request Monitor**

##### **Performance Features**

##### **Static Content Compression**

##### **Security**

##### **Request Filtering**

##### **Windows Authentication (\*\*)**

**Fifth Step:** Reboot Computer.

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## **IADT Server Setup Instructions**

Updated Jan 02, 2015

**Continued**

### **A. Setup a Folder on the Server in Data Storage to “APPS”**

1. Setup Sharing to “Everyone”.
2. Assign Folder Security to “Authenticated Users” to “Full Control”.
3. If this computer is a replacement than:
  - Copy from old Computer or Backup Media,
    - a. Copy contents of APPS folder into new computer APPS folder.
    - b. Copy any folders named “Licenses” or “IADT Install” into the APPS folder.

### **B. Map a Network Drive to “APPS” Share Location.**

1. Choose the letter “T” as the Drive letter.
2. For the folder, type in \\yourservername\apps
3. Make sure the **Reconnect at Logon** checkbox is checked and select on Finish.

### **C. Create the Hill Country Icon.**

1. From this computer, navigate to “T:\CASI\demos2.html”.
2. Right Click on the demos2.html.
3. Left Click on “Send to Desktop”.

### **D. Install Wordperfect - ( Only Required for Court Systems accessed over Internet) ( Ver. X4 - SP2 / Ver. X5 / Ver. X6 / Ver. X7 )**

### **E. Run ‘HCSS BIS Workstation Installation.exe’ file**

([www.hillcountrysoftware.com](http://www.hillcountrysoftware.com)),

1. Select on “**Updates**” button.
2. Save to APPS folder on this computer.
3. Start this program (.exe) and Select on all defaults.  
( Folder HCSS is created in root of “C” of this computer. )
4. Set Folder “HCSS” Security to “Everyone” with “Full Control”.

### **F. Install TeamViewer Access Module**

([www.hillcountrysoftware.com](http://www.hillcountrysoftware.com))

1. Select on “**Support**”
2. Select on “TeamViewer Full”, ( Starts download process )
3. Install to **Desktop** and Setup TeamViewer Program.

### **G. Install Adobe Reader or Adobe Acrobat on this computer. ( 32 bit version).**

1. Register Product.

### **H. Install JAVA module (latest) 32 bit version. ( [www.java.com](http://www.java.com) )**

### **I. Call Hill Country Software Support for BIS License Registration. 800-422-1982.**