

# Scanshare Enterprise

## License Guide

16-04-2015

**Table of Contents**

- 1. Installation..... 3
  - 1.1 Installation of the software..... 4
  - 1.2 Activation of your license..... 5
  - 1.3 Offline activation..... 6
  - 1.4 First time start up ..... 7
- 2. Scanshare Enterprise V4..... 8
  - 2.1 License Update ..... 8
  - 2.2 Maintenance Information..... 9
- 3. License problems ..... 9
- 4. Moving your license.....10

# 1. Installation

Setting up is easy, just follow these three steps:

- 1. Installation of the software
- 2. Activation of your license
- 3. First time startup

After this, you can immediately start working with Scanshare Enterprise.

### Hardware recommendations:

The hardware requirements for the Scanshare Enterprise V4 server will depend greatly on the operating system selected, desired performance and workload placed onto it. Suggested configurations are as follows:

	<b>Suggested minimum</b>	<b>Recommended</b>
<b>CPU</b>	Dual Core 2GHz	Quad Core 2.4GHz
<b>Memory</b>	4GB RAM	8GB RAM
<b>Disk Space</b>	40GB	160GB
<b>Network</b>	100Mb	1Gb
<b>Handling</b>	-	Max. 50.000 scans per month

### Running under Virtualization:

Scanshare Enterprise V4 server is supported in virtual hardware environments, such as Microsoft Hyper-V, Sun xVM VirtualBox and VMWare.

### Supported Operating Systems:

- Windows Vista SP2 (32/64-bit)
- Windows Server 2008 SP2 (32/64-bit)
- Windows Server 2008 R2 SP1 (32/64-bit)
- Windows 7 SP1 (32/64-bit)
- Windows 8 (32/64-bit)
- Windows 8.1 (32/64-bit)
- Windows Server 2012 (64-bit)
- Windows Server 2012 r2 (64-bit)

Small Business Server editions are not officially supported although the application works with standard configurations.

## Supported Browser versions:

The application requires HTML5 to be supported in your browser. For this reason the application can be opened in:

- Internet Explorer 7\*, 8\*, 9(partial) and 10 or higher (\* For instructions on extending HTML5 capabilities to IE7 and IE8 please contact support)
- Chrome version 14 or higher
- Firefox version 11 or higher
- Opera version 12 or higher
- Safari version 6 or higher

## Additional requirements:

The application requires .NET 3.5 framework to be installed. If not, the installer will automatically show you a message stating it needs to be installed.

Many components in the Scanshare Enterprise V4 server are multithreaded, or designed to run as a separate process. Therefore these components may benefit from multicore-enabled operating systems and hardware; the client communication process and various CPU-intensive functions (such as the optical character recognition module) are examples of such components.

## 1.1 Installation of the software

Start the installation by double clicking the installer application, e.g.

Scanshare Setup v4.x.x.x.exe

Note: *Make sure .NET 3.5 is installed, for the application to work properly.*

The installer will be started, here you can choose the installation folder, and read and accept the license terms and conditions. Although you can choose any folder you like, we advise to leave it at its default setting if possible, which makes it easier in case you need support in the future.

After selecting next, a screen will appear, allowing you to choose the setup that suits you best.

In this guide, we will assume you select the Typical setup.

Once the installation has completed, you can start the application by selecting

Start->Scanshare Enterprise V4

The first time you start the application, you will have to login to the server and validate your license. The way how to do this is described in the section Activation.

Note: during installation 6 services are installed too, being:

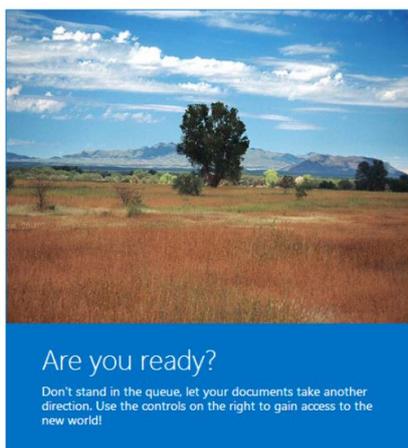
- Scanshare Network
- Scanshare MFP service
- Scanshare Process
- UltiDev Web Server Pro
- UWS HiPriv Services
- UWS LoPriv Services

## 1.2 Activation of your license

**Activation** is very easy. When you start Scanshare Enterprise for the first time, a screen will appear, in which you have to enter your credentials.

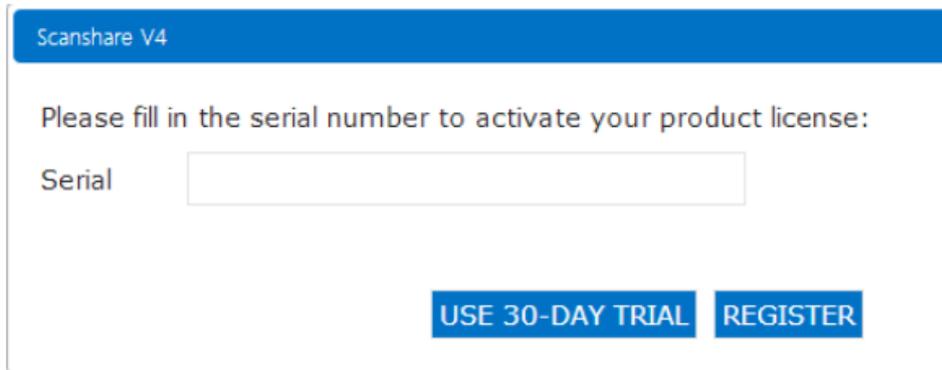
Default username: admin

Default password: admin (*username and password can be changed after activation*)



After logging in the following screen will be shown. Here you can enter the **Serial** and press register. If you do not have a serial (yet), it is possible to activate the 30-day trial period by pressing the 'use 30 day trial' button.

**Note: a license is always linked to one computer. If you want to move your license on another computer you will have to remove your license first and then re-install!** You can find the option to remove or update your license in the license menu in the application.



Scanshare V4

Please fill in the serial number to activate your product license:

Serial

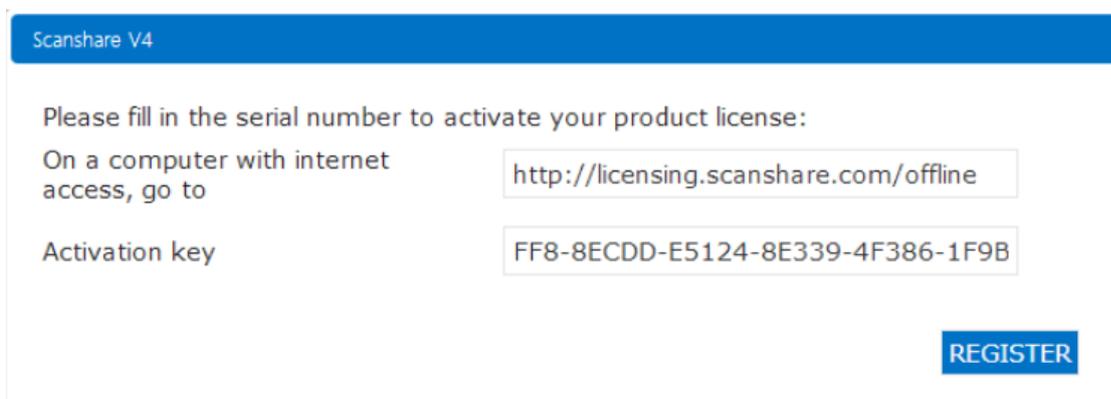
[USE 30-DAY TRIAL](#) [REGISTER](#)

That's all! After you press the Finish button, Scanshare Enterprise V4 will start up automatically. See First time startup for the next step.

Note: a working internet connection is required in order to Activate your Serial!

## 1.3 Offline activation

So what if you don't have an internet connection on the computer you used for installation? Then you will see the following screen instead:



Scanshare V4

Please fill in the serial number to activate your product license:

On a computer with internet access, go to

Activation key

[REGISTER](#)

In this case, leave this window open, find a computer which has internet access, and go to the website

<http://licensing.scanshare.com/offline>

You will see this screen, where you have to enter your activation key and your serial.



Activationkey :

Serial :

[Activate](#)

After you select Activate, you can download your license file by clicking on the 'here' link:

Activationkey :	F04-D739C-05CA8-0977F-2596B-EBBDB-487CF-D7407-F7
Serial :	ABCD-1234-EFGH-5678
<input type="button" value="Activate"/>	

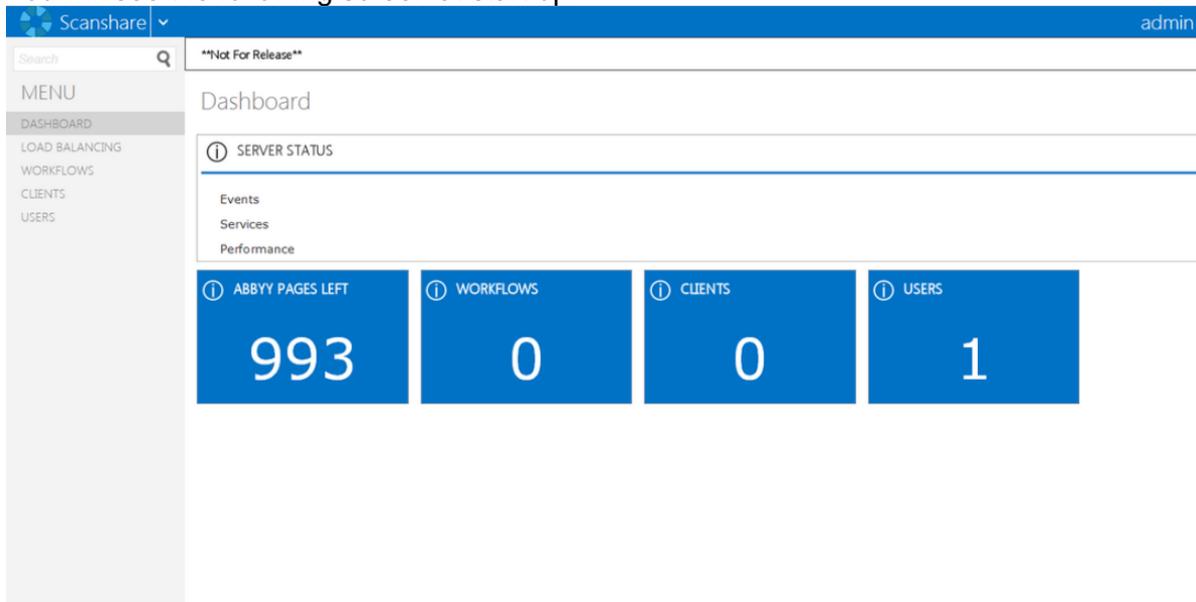
Now go back to the computer you installed Scanshare Enterprise upon, copy the downloaded license file there, load it by using the Browse button and click OK. Now you can proceed to [First time startup](#).

## 1.4 First time start up

After a successful installation of Scanshare Enterprise V4, and successful activation, you are ready to proceed with the next step.

The first time you start the application, user specific settings can be changed and workflows can be designed. Starting from the Dashboard you can easily jump to the desired location.

You will see the following screen at start up:



The screenshot shows the Scanshare Enterprise dashboard. At the top, there is a search bar with the text "\*\*Not For Release\*\*" and a user profile for "admin". A left-hand menu lists "MENU", "DASHBOARD", "LOAD BALANCING", "WORKFLOWS", "CLIENTS", and "USERS". The main content area is titled "Dashboard" and features a "SERVER STATUS" section with sub-items for "Events", "Services", and "Performance". Below this, there are four blue metric cards: "ABBY PAGES LEFT" with a value of 993, "WORKFLOWS" with a value of 0, "CLIENTS" with a value of 0, and "USERS" with a value of 1.

## 2. Scanshare Enterprise V4

### 2.1 License Update

From V4 onwards, ABBYY licenses can be used as a battery. Meaning more than 1 ABBYY key can be activated on your license. As soon as the limit is reached, the application will automatically switch to the next ABBYY license.

An Add-on license can be an ABBYY module, a processing module, a connector or extra client. For any of the add-on licenses, the following steps need to be taken.

#### Add-on Licenses

Activating an add-on license can be done by following the steps as described:

1. Open the Scanshare Enterprise server and go to the license information
2. Press the button: 

Pressing this button will update the license. This can be done when you've ordered an extra, or something in your license has been changed.

A question will be prompt if you have a new license. If you received a new license (not your server license) press yes, if not, press no. When pressing Yes, the wizard will guide you through activation. When pressing No, the application will automatically check the license from the database.

Please note that for the update function to work, a working internet connection is required. If you don't have a working internet connection, please contact your reseller.

Note: If you added an ABBYY license, it will be activated next to the already existing license. When the limit is reached, the application will automatically switch to the new license.

## 2.2 Maintenance Information

With maintenance the customer is allowed to update Scanshare Enterprise to recent updates within the version they purchased.

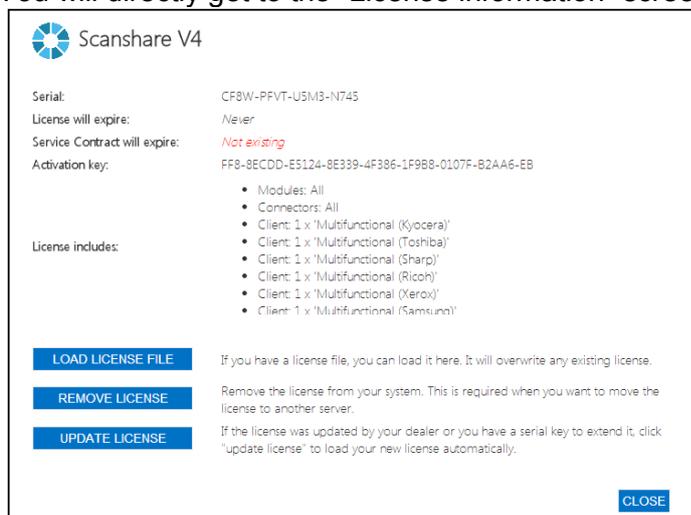
To order the new maintenance, please use the following article:

SCAN-SVM1-ENT-V4	Scanshare Enterprise Server maintenance 1 year add-on
SCAN-SVM3-ENT-V4	Scanshare Enterprise Server maintenance 3 years add-on
SCAN-SVM5-ENT-V4	Scanshare Enterprise Server maintenance 5 years add-on
SCAN-CLM1-ENT-V4	Scanshare Enterprise ALL client maint. 1 year
SCAN-CLM3-ENT-V4	Scanshare Enterprise ALL client maint. 3 years
SCAN-CLM5-ENT-V4	Scanshare Enterprise ALL client maint. 5 years
SCAN-CNM1-ENT-V4	Connector maint. 1 year
SCAN-CNM3-ENT-V4	Connector maint. 3 years
SCAN-CNM5-ENT-V4	Connector maint. 5 years

If the customer has no valid maintenance, maintenance has to be ordered retroactively. E.g. if the valid maintenance has ended in March 2013, the customer needs to order 3 year add-on to charge his maintenance up to March 2016.

To check, if the maintenance is valid, click on the license menu at the main screen of Scanshare Enterprise (upper left corner).

You will directly get to the “License information” screen:



When ordering new maintenance, you will get a new key. This key can be inserted by following the steps described in 2.1

## 3. License problems

Should following situations occur, further action is needed in order to get your licenses up and running again:

- Server crash, harddisk broken
- Change of VM/CPU ID

In this case your license needs to be reset within the database. Please contact your Scanshare representative so he can arrange the reset for you.

## 4. Moving your license

In case you need to move your software to a different server there is also a possibility to reset the license from the application.

Resetting your license can be done by following the steps as described:

1. Open the Scanshare Enterprise server and go to the license information
2. Press the button: 

Pressing this button will remove the license from your system, so you can use the license on a different location. If you have an ABBYY key, the application will automatically de-activate this license too. If for some reason, de-activation of the ABBYY license fails, a wizard will show up, allowing you to de-activate it manually.

For further information, please contact your local Scanshare representative.

*Please also see our online help manual:*

Scanshare Enterprise V4  
<https://help.scanshare.com/?v=4&b=s>

Scanshare Enterprise V4 PC Client  
<https://help.scanshare.com/?v=pc&b=s>

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

