

OnBase ver. 14.0 Thick Client Installation Instructions

Install Microsoft SQL Server 2012 Native Client

 Browse to the "SQL Server Native Client 11.0" directory and locate and double-click the SQL Server Native Client 11.0 executable specific to the machine's processor configuration, i.e. 32 or 64 bit ("sqlncli_x86.msi" or "sqlncli_x86.msi" respectively. This will open the "Microsoft SQL Server 2012 Native Client Setup window.

🛃 Microsoft ODBC Driver 11 for SQL Server Setup		
	Welcome to the ODBC Driver 11 for SQL Server Setup	
	Setup helps you install, modify or remove ODBC Driver 11 for SQL Server. To continue, dick Next.	
	WARNING: This program is protected by copyright law and international treaties.	
	< Back <u>N</u> ext > <u>Cancel</u>	

- 2. Click on the "Next" button.
- 3. Click on the "I accept the terms in the license agreement" radio button, and then click on the "Next" button at this and the following prompt.



B Microsoft ODBC Driver 11 for SQL Server Setup	x
License Agreement	
MICROSOFT SOFTWARE LICENSE TERMS	
MICROSOFT ODBC DRIVER 11 FOR SQL SERVER	
These license terms are an agreement between Microsoft Corporation (or based on where you live, one of its affiliates) and you. Please read them. They apply to the software named above, which includes the media on which you received it, if any. The terms also apply to any Microsoft	1
• updates,	-
 I accept the terms in the license agreement I do not accept the terms in the license agreement 	
< Back Next > Cancel	

4. Click the "Next" button.



5. Click the "Install" button.



B Microsoft ODBC Driver 11 for SQL Server Setup
Ready to Install the Program Setup is ready to begin installation.
Click Install to begin the installation.
If you want to review or change any of your installation settings, click Back. Click Cancel to exit Setup.
< Back Install Cancel

6. Click on the "Finish" button.



Electronic Document Management

Configure OnBase Database Connection (Create ODBC Source)

- 1. Open ODBC Data Source Administrator
 - a. For 32-bit machines, browse to C:\Windows\System32\ and run "odbcad32.exe" as administrator
 - b. For 64-bit machines, browse to C:\Windows\SysWOW64\ and run "odbcad32".exe as administrator

🔄 ODBC Data Source Adr	ninistrator 🗾
User DSN System DSN	File DSN Drivers Tracing Connection Pooling About
User Data Sources:	
Name	Driver Add
dBASE Files Excel Files	Microsoft Access dBASE Driver (*.dbf, *.n) Microsoft Excel Driver (*.xls, *.xlsx, *.xlsx,
MS Access Database	Microsoft Access Driver (*.mdb, *.accdb) Configure
•	4
An ODBC User the indicated d and can only b	r data source stores information about how to connect to lata provider. A User data source is only visible to you, e used on the current machine.
	OK Cancel Apply Help

2. Click on the "System DSN" tab, and click on the "Add" button



-	S ODBC Data Source Administrator		
U	User DSN System DSN File DSN Drivers Tracing Connection Pooling About		
	System Data Sources	:	
	Name	Driver	Add
	AP_FFE_DEV AP_FFE_PROD AP_FFE_TEST AP_FFE_TRN AP_JANUS_DEV AP_JANUS_PROD AP_JANUS_TEST AP_JANUS_TRN	Adaptive Server Enterprise Adaptive Server Enterprise Adaptive Server Enterprise Adaptive Server Enterprise Sybase ASE ODBC Driver Sybase ASE ODBC Driver Sybase ASE ODBC Driver Sybase ASE ODBC Driver	E Configure
	An ODBC the indication on this mat	System data source stores information a ted data provider. A System data source ichine, including NT services.	about how to connect to ce is visible to all users
		OK Cancel	Apply Help

3. Scroll down the driver list, select the "SQL Server Native Client 11.0" driver, and click on the "Finish" button.

Create New Data Source	Martin Street, Source Street,	×
	Select a driver for which you want to set up a d Name Microsoft Text-Treiber (*.bd; *.csv) Microsoft Visual FoxPro Driver Microsoft Visual FoxPro-Treiber ODBC Driver 11 for SQL Server SQL Server SQL Server Sybase ASE ODBC Driver (ata source.
	< Back Finish	Cancel



4. In the "Create a New Data Source to SQL Server" window, update the fields as shown below and click on the "Next" button.

Create a New Data Sourc	e to SQL Server
800	This wizard will help you create an ODBC data source that you can use to connect to SQL Server.
SQL Server 2012	What name do you want to use to refer to the data source?
	Name: OnBase
	How do you want to describe the data source?
	Description: OnBase ver. 14.0
	Which SQL Server do you want to connect to?
	Server: obproddb.cuit.columbia.edu,5500 🗸
	Finish Next > Cancel Help

Note: The "Server" field reads: "obproddb.cuit.columbia.edu, 5500". Also this ODBC entry should replace any previously installed entries with the same name, i.e. "OnBase".

5. Select the option below, specifying the Login ID as "onbase". The password will be provided to you when you receive the installation instructions. (If you did not receive the password, please email edm@columbia.edu so it can be provided to you.) Click on the "Next" button.



Aicrosoft SQL Server DSN Configuration		23
	How should SQL Server verify the authenticity of the login ID?	
SQL Server 2012	◯ With Integrated Windows authentication.	
	SPN (Optional):	
	With SQL Server authentication using a login ID and password entered by user.	/the
	Login ID: onbase	
	Password:	
	< Back Next > Cancel Hel	p

6. Click on the "Change the default database to:" pull down

Click the "Next" button.

Note: If you are unable to select the "OnBase" default database, you may need to restart the ODBC configuration since there may be an invalid server name, and/or user name and password provided for the database connection.

Aicrosoft SQL Server DSN Configuration		
SQL Server 2012	Change the default database to: OnBase Mirror server:	
	SPN for mirror server (Optional):	
	Attach database filename:	
	Vuse ANSI quoted identifiers.	
	Application intent:	
	READWRITE	
	Multi-subnet failover.	
	< Back Next > Cancel Help	



7. Click the "Finish" button.

Create a New Data Source to SQL Server		
SOL Server 2012	Change the language of SQL Server system messages to: (Default) Use strong encryption for data Perform translation for character data Use regional settings when outputting currency, numbers, of Save long running queries to the log file: C:\Users\ejc34\AppData\Local\Temp\QUERY.LOG Long query time (milliseconds): 300 Log QDBC driver statistics to the log file: C:\Users\ejc34\AppData\Local\Temp\STATS.LOG	▼ lates and times. Browse D00
	< Back Finish Cano	Help

8. Click on the "OK" button to close the Test results window.





9. Click the "OK" button to close the ODBC Mircrosft SQL Server Setup window.

Install the OnBase Virtual Printer

 Locate and run the "Hyland OnBase Virtual Print Driver xXX" in the installation directory respective to the user's workstation, i.e. 32-bit or 64-bit. Click the "Next" button.

Note: The OnBase virtual printer does not need to be upgraded if a user already has the software installed on their machine.

😸 Hyland OnBase Virtual Print Driver Setup		
	Welcome to the Hyland OnBase Virtual Print Driver Setup Wizard The Setup Wizard will install Hyland OnBase Virtual Print Driver on your computer. Click Next to continue or Cancel to exit the Setup Wizard.	
	Back Next Cancel	

2. Click on the "I accept the terms in the License Agreement" check-box and click the "Next" button.

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🔡 Hyland OnBase Virtual Print Driver Setup
End-User License Agreement Please read the following license agreement carefully
OnBase [®] End User License Agreement IMPORTANT- READ CAREFULLY
This OnBase [®] End User License Agreement ("EULA") is made between Hyland Software, Inc. ("Hyland"), 28500 Clemens Road, Westlake, Ohio 44145 USA, an Ohio corporation, and the person or entity ("User") that has submitted to Hyland or an applicable Hyland authorized solution provider written purchase orders that have been accepted by Hyland or such solution provider for OnBase [®] Information Management System software ("Software"), that has paid the applicable Software license fees for such Software and that has agreed to the terms of this EULA by clicking the "I ACCEPT THE
☑ I accept the terms in the License Agreement
Print Back Next Cancel

3. Click the "Next" button.

Next Cancel

4. Click on the "Install" button.

Electronic Document Management

B Hyland OnBase Virtual Print Driver Setup	
Ready to install Hyland OnBase Virtual Print Driver	B- >
Click Install to begin the installation. Click Back to review or change any of your installation settings. Click Cancel to exit the wizard.	
Back Install	Cancel

5. Click on the "Finish" button.





Install the OnBase Thick Client

1. Locate and run the "Hyland OnBase Client.msi" installation file

Note: Running the OnBase version 14 installer will automatically uninstall any previous versions of the OnBase software. If a previous version of OnBase is installed on the client's machine prior to the version 14 update, you will receive the prompt below. Click on the "Yes" button to remove the previous version.



2. Before continuing with the installation, you may be prompted with a message that states that the Microsoft .Net Framework 4.5.1 is required. If so, please browse to the ".Net Framework 4.5.1" directory and run the "NDP451-KB2858728-x86-x64-AllOS-ENU.exe" executable to install the framework. If you do not receive a prompt for the .Net Framework installation, proceed with the OnBase client installation by clicking on the "Next" button in the "Hyland OnBase Client [14.0.2.584] Setup" window.

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😸 Hyland OnBase Client [14.0.2.584] Setup		
	Welcome to the Hyland OnBase Client [14.0.2.584] Setup Wizard The Setup Wizard allows you to change the way Hyland OnBase Client [14.0.2.584] features are installed on your computer or to remove it from your computer. Click Next to continue or Cancel to exit the Setup Wizard.	
Back Next Cancel		

3. If desired, update the "Destination Folder", or click on the "Next" button to continue.





4. Click on the "OnBase Client" icon and select to install the features below.

븅 Hyland OnBase Client [14.0.2.584] Setup				
Custom Setup Select the way you want features to be installed.				
Click the icons in the tree below to change the way features will be installed.				
OnBase Client Mail Services OnBase Client API OnBase Client API COM Configurat X ▼ E-mail Archive X ▼ OnBase Configuration	This feature will install OnBase Client. This feature requires 0KB on your hard drive. It has 0 of 3 subfeatures selected. The			
< >	subfeatures free up 196KB on your hard drive.			
Reset Disk Usage	Back Next Cancel			

5. Click on the "Specify System ODBC" pull down and select the "OnBase" data source that was previously created.



Hyland OnBase Client [14.0.2.584] Setu	p 🗆 🖾
Data Source Select or enter a data source.	
✓ Specify System ODBC OnBase OnBase	•
	Back Next Cancel

6. In the "Client Options" page, add "-PRINTMON" to the "Additional command line parameters for the Client shortcut:" input box, and click on the "Next" button.





7. Click on the "Create Desktop shortcut(s) when applicable" check box, and click on the "Install" button.



- 8. Click on the "Finish" button.
- Copy the "obclnt32.exe" application from the "NewKEKExecutables1" folder to the OnBase installation directory: "C:\Program Files (x86)\Hyland\OnBase Client" for 64-bit machines, or "C:\Program Files\Hyland\OnBase Client" for 32-biti machines.