



ONBASE 16 UNITY CLIENT WITH WORKVIEW INTEGRATION FOR MICROSOFT OUTLOOK 2016

INSTALLATION INSTRUCTIONS

August 5, 2017

Version: 1.0

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Installation 1

Overview

The information in this document outlines the installation process of the OnBase 16 Unity Client. Anyone within Columbia University using OnBase and Windows should have the ability to install and use the OnBase Unity Client.

Requirements

Unity Client Supported Operating Systems

- Windows Server 2008 R2 SP1 or later service pack
- Windows 7 SP1 or later service pack
- Windows 8.1
- Windows Server 2012 R2
- Windows 10

.NET Framework on Client Machines

This module requires Microsoft® .NET Framework 4.5.2. The .NET Framework can be obtained from the Microsoft Download Center at <http://www.microsoft.com/downloads>.

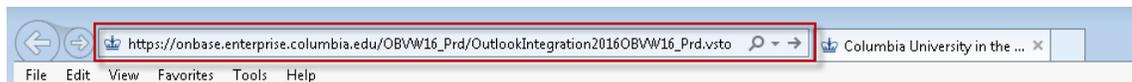
Note: Installing the .Net Framework 4.5.2 requires Administrative access.

Installation

The OnBase Unity Client installation must be initiated from an Internet Explorer (IE) web browser.

1. Open an Internet Explorer web browser.
2. Copy and paste the following link to the Address Bar of the IE browser window:

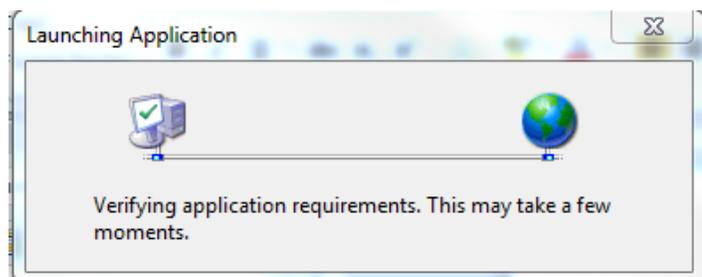
https://onbase.enterprise.columbia.edu/OBVW16_Prd/OutlookIntegration2016OBVW16_Prd.vsto



Note: The link above is for the “enhanced” Unity Client installer. You may need a different installation link, depending on your department’s solution. Please reach out to your respective EDM Departmental Contact for more information.

3. Press the Enter key on the keyboard, or the arrow next the Address Bar.

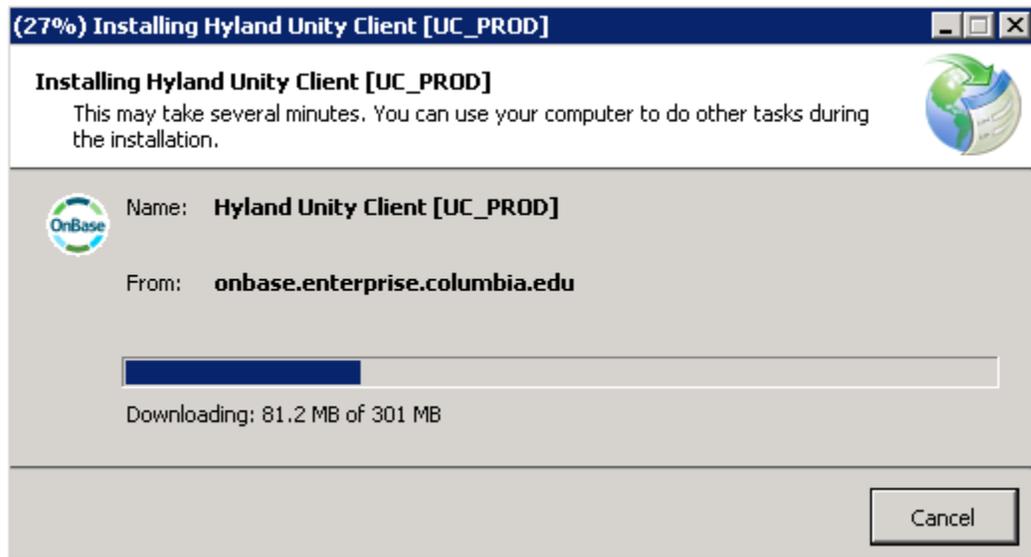
4. The following message box will appear:



5. The message box from step 4 will disappear and the following window will appear.



6. Click on the "Install" button.
7. The install process will begin. There will be a progress bar to indicate the progress of the installation.



8. Wait for the install to complete.
9. Once the installation is completed, a new shortcut will appear on your desktop called "Hyland Unity Client [UC_PROD]" and will look like the image below.

