



RealLegal
iBinder™

Installation and Administration Guide

Version 5.0



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Installation Overview

This document is written for trained network technicians. Installing RealLegal iBinder requires that you understand the workings of Web servers and the network within your office.

Because networks are set up according to the needs of the offices where they reside, a technical support person on the telephone cannot review or explain the configuration of your particular network.

If you do not understand how to set up a network domain or how to grant rights to users for that domain, you should consult a professional who can work onsite to assist with your network configuration.

Software Requirements

- Windows 2000 Server (Service Pack 4 or greater)
- Windows 2003 Server
- IIS 5.0 or greater
- Windows Media Services (for streaming video)
- Internet Explorer 5.5 or greater

Minimum Hardware Requirements

- A PC with a Pentium II Processor running at a minimum 400 MHz
- 128 MB RAM
- A hard drive with 100 MB free space

How it Works

iBinder works with projects from the RealLegal Binder product. After installing RealLegal iBinder, you must load RealLegal Binder projects into iBinder or create iBinder projects and upload Publisher bundles into them. The “Administering the Site” topic at the end of this document provides instructions for loading projects to the server.

Microsoft Exchange Server

RealLegal does not support installing the iBinder Web site on the same server as the Microsoft Exchange server.

Document Footers

RealLegal does not support the use of document footers within the iBinder Web site. This option must be turned off in order for the Web site to function correctly.

Before You Begin

You install RealLegal iBinder on a Web server. The Web server must either have Binder projects saved on it, or iBinder must have access to the domain where the Binder projects are saved. This installation procedure allows you to give iBinder access to specific computers on your network.

Note: For iBinder projects, you may want to **create a specific domain user account** that only has access to the location on the network where the Binder project files are stored.

Windows Media Server Requirements

Installing iBinder on a server that does not have Windows Media Server installed will generate the following error message:



Windows Media Server is not required for iBinder unless you intend to use video streaming on your website. If you plan to use video streaming, you must install Windows Media Server (which is included on the Windows Server CD install).

Windows 2003 Server Settings

Website Tuning for Windows 2003

Before installing RealLegal iBinder on Windows 2003 Server, you must do the following:

1. From IIS Manager, turn on ASP.
 - a. Click the **Web Service Extensions**.
 - b. Enable **Active Server Pages**.
 - c. Enable **Server Side Includes**.
 - d. Click **OK**.
2. From IIS Manager, enable parent paths.
 - a. Click the **Web site** where you plan to install iBinder.
 - b. Go to **Properties > Home Directory > Configuration > Options**.
 - c. Check **Enable Parent Paths**.
 - d. Click **OK**.
3. From IIS Manager, add MIME type to server.
 - a. Click the **Web site** where you plan to install iBinder.
 - b. Click the **HTTP headers** tab.
 - c. Click the **MIME types** button.
 - d. Click the **New** button.
 - e. Add the extension, * with MIME type: application/octet-stream.
 - f. Click **OK**.
 - g. Click **Apply**.
 - h. Click **OK**.

Windows Media Server for Windows 2003

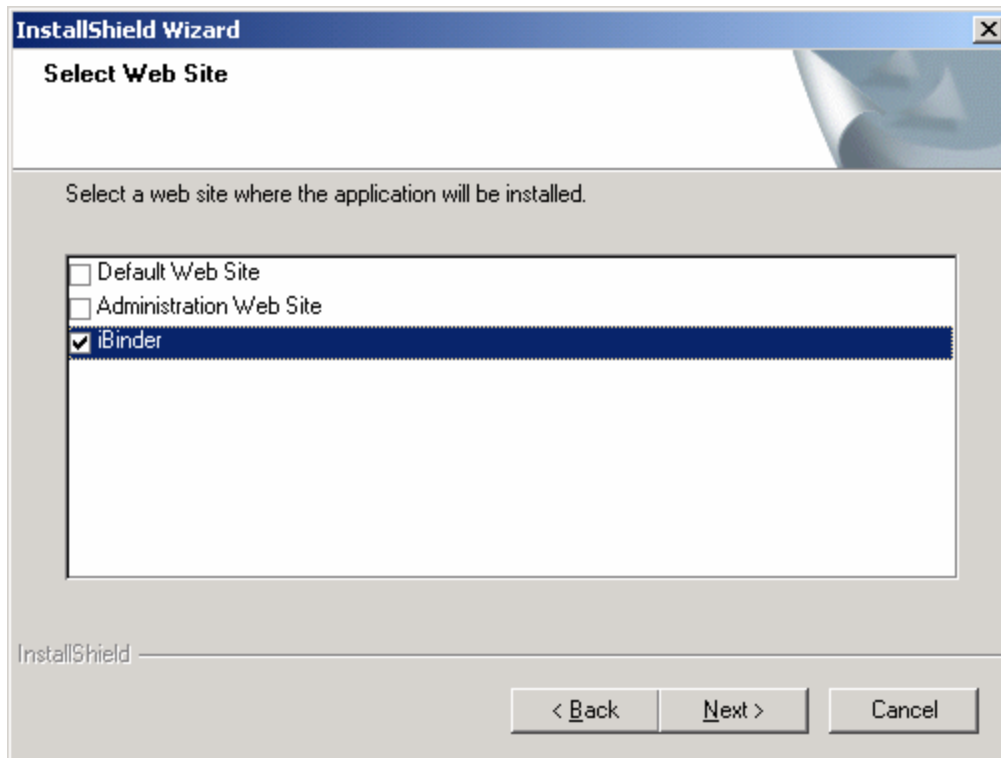
The Windows Media Server install for Windows 2003 includes the following items:

- Windows Media Services (installed by default)
- Windows Media Services Administrator for the Web
- Windows Media Services snap-in (installed by default)



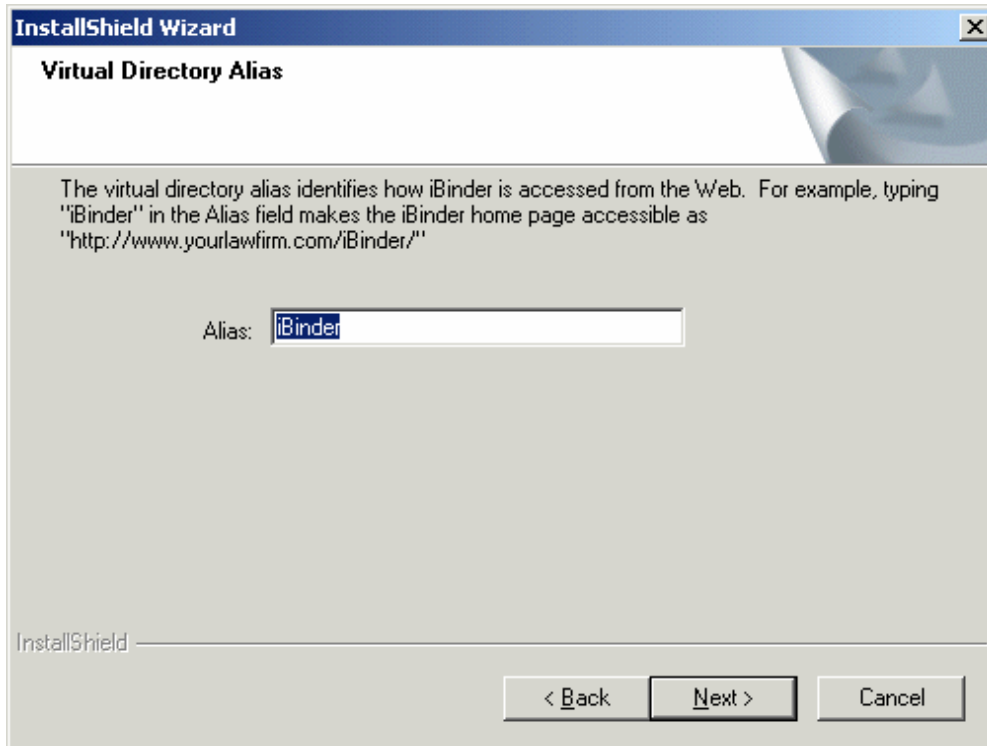
Installing iBinder

1. Start the Installation.
 - If you downloaded iBinder, double-click the file you downloaded. The Self-Extractor dialog box appears. Click the **Setup** button. The Install Shield Wizard dialog box appears.
 - If you are installing from CD-ROM, insert the CD into the CD-ROM drive. The Install Shield Wizard dialog box appears.
2. Click the **Next** button. The License Agreement appears.
3. After reading the License Agreement, click the **Yes** button. The Read Me file appears.
4. After reviewing the Read Me file, click the **Next** button. The Choose Destination Location dialog box appears.
5. Click the **Next** button to accept the Destination Folder or click the **Browse** button to specify a different folder. If the folder you choose does not exist, the Setup program creates it. After you click the **Next** button, the following dialog box appears:



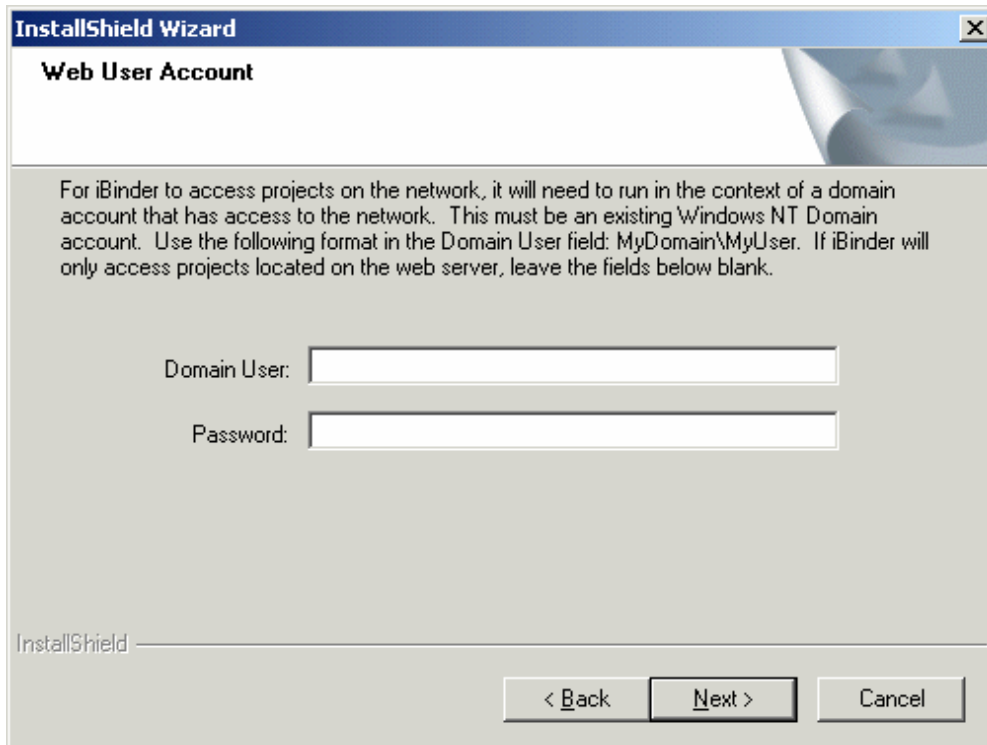
6. Select a Web site where iBinder will reside. **It is highly recommended that you create a new Web site.** To create a new Web site, use the Internet Information Services console. Click the **Next** button when done.

The following dialog box appears:



7. Type an alias name for iBinder. You cannot leave the field blank because IIS must create a folder where the iBinder application can reside. Click the **Next** button.

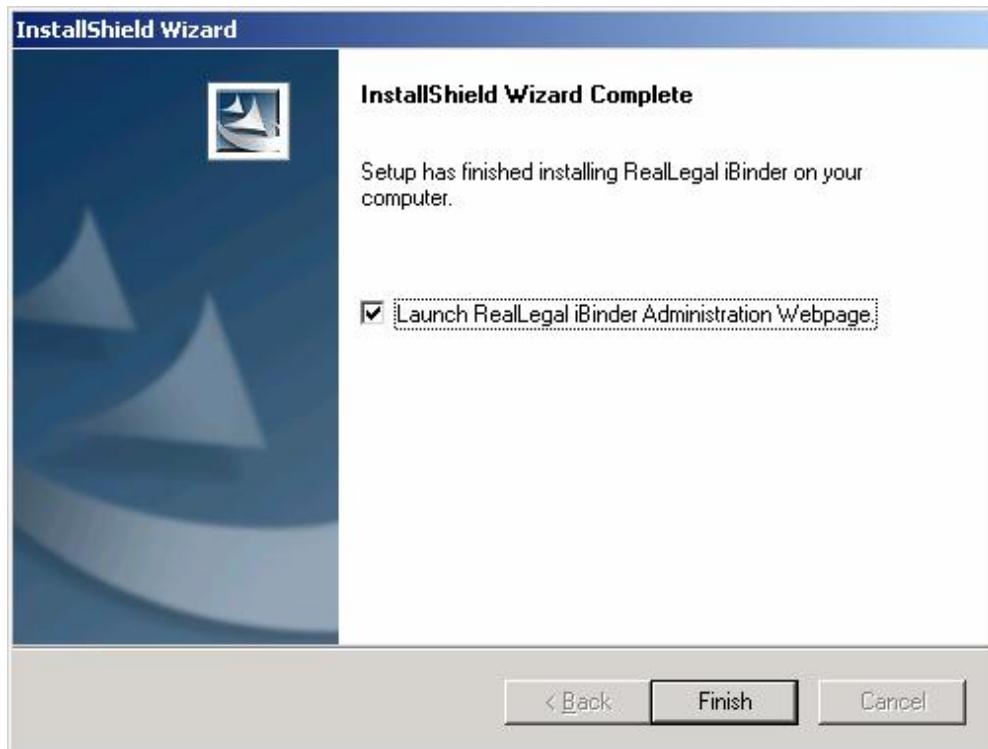
The following dialog box appears:



As explained in the dialog box, if the Binder projects are not on the Web server, iBinder needs access to the server where projects are stored. Type the domain name followed by a backslash and the user name, for example: MyDomain\MyUser.

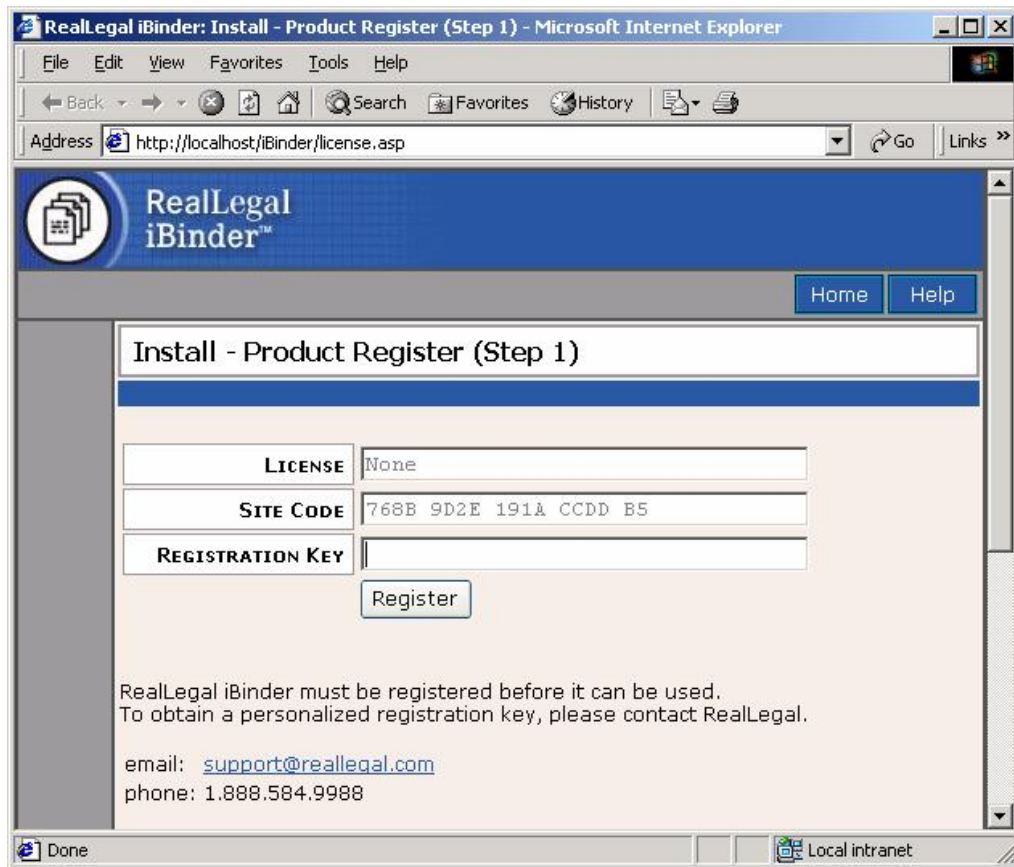
As mentioned in the “Before You Begin” topic, for iBinder projects, you may want to create a specific domain account that only has access to the location on the network where the Binder project files are stored. Click the Next button when done.

8. You are informed that the installation is complete. Click the **Finish** button.



Administering the Site

Before users can access the site, you need to enter a valid site code registration key. For more information on RealLegal iBinder registration, refer to “Registering RealLegal iBinder” later in this document.

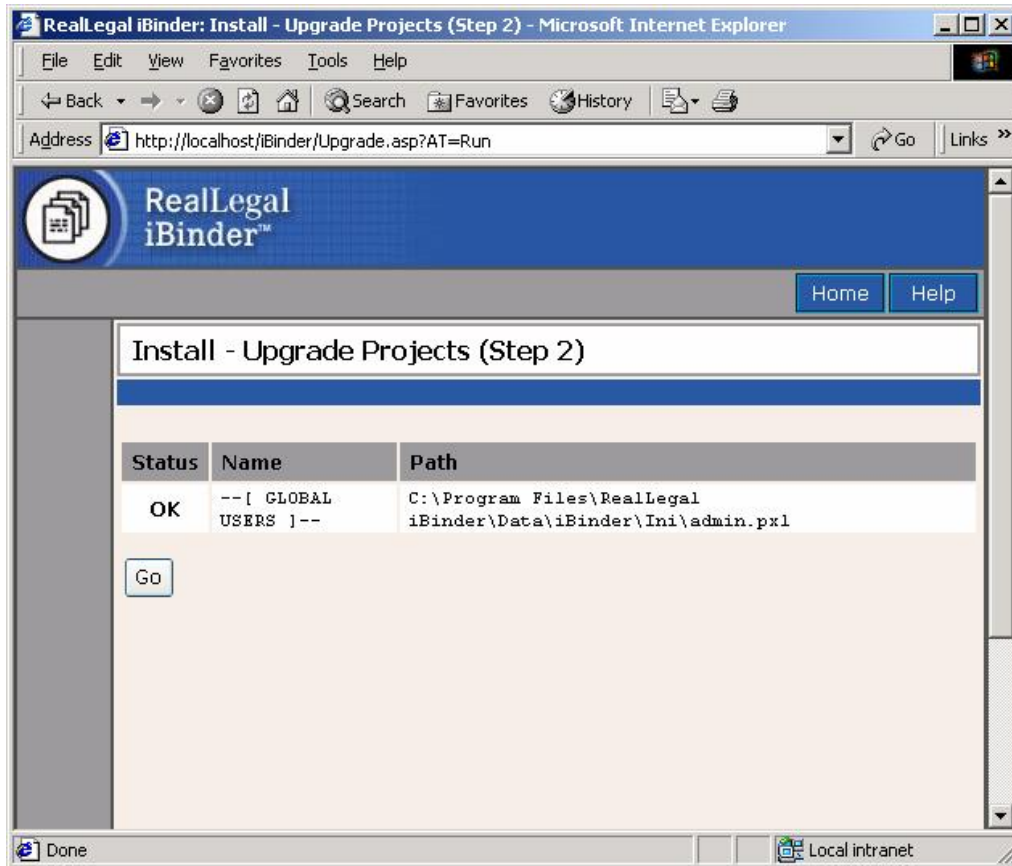


The screenshot shows a web browser window titled "RealLegal iBinder: Install - Product Register (Step 1) - Microsoft Internet Explorer". The address bar shows "http://localhost/iBinder/license.asp". The page features the RealLegal iBinder logo and navigation buttons for "Home" and "Help". The main content area is titled "Install - Product Register (Step 1)" and contains a registration form with the following fields:

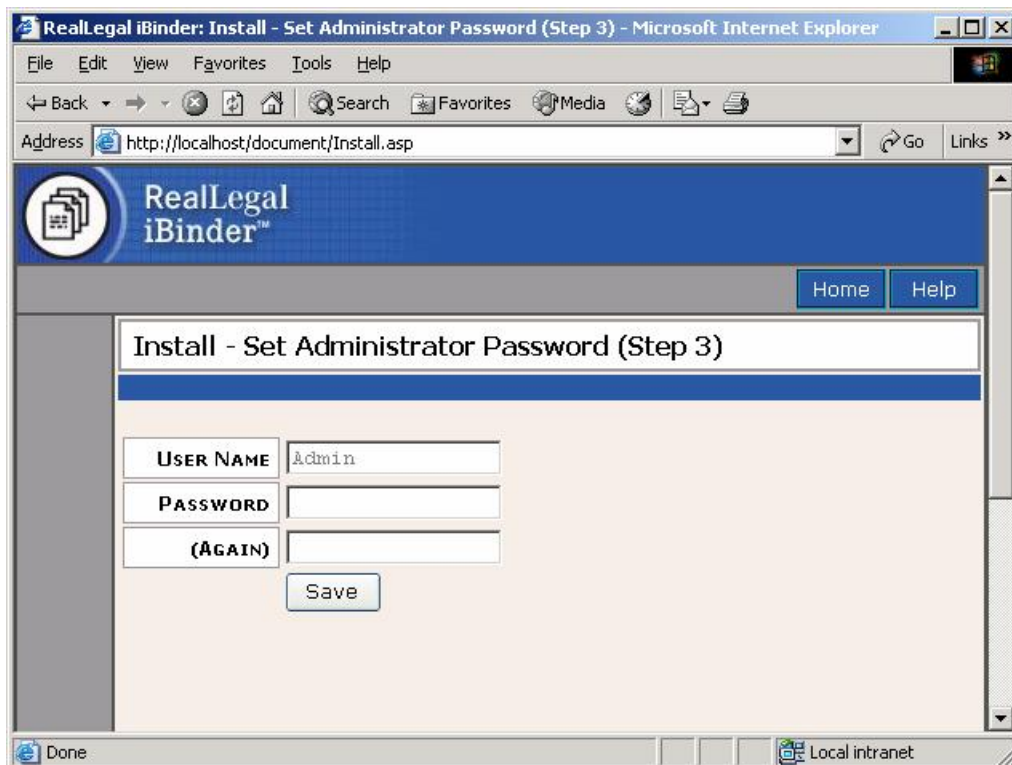
LICENSE	None
SITE CODE	768B 9D2E 191A CCDD B5
REGISTRATION KEY	

Below the form is a "Register" button. At the bottom of the page, there is a message: "RealLegal iBinder must be registered before it can be used. To obtain a personalized registration key, please contact RealLegal." followed by contact information: "email: support@reallegal.com" and "phone: 1.888.584.9988".

Immediately following the key entry, you may see the following Web page:

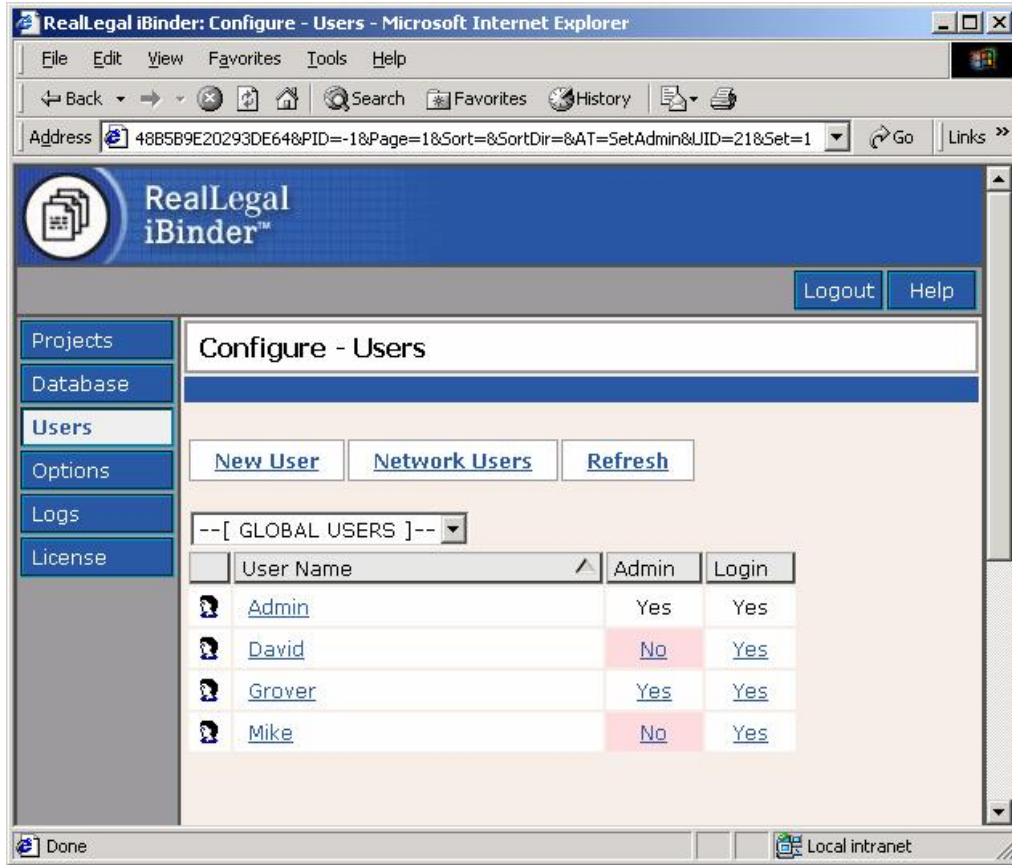


Click the **Go** button.

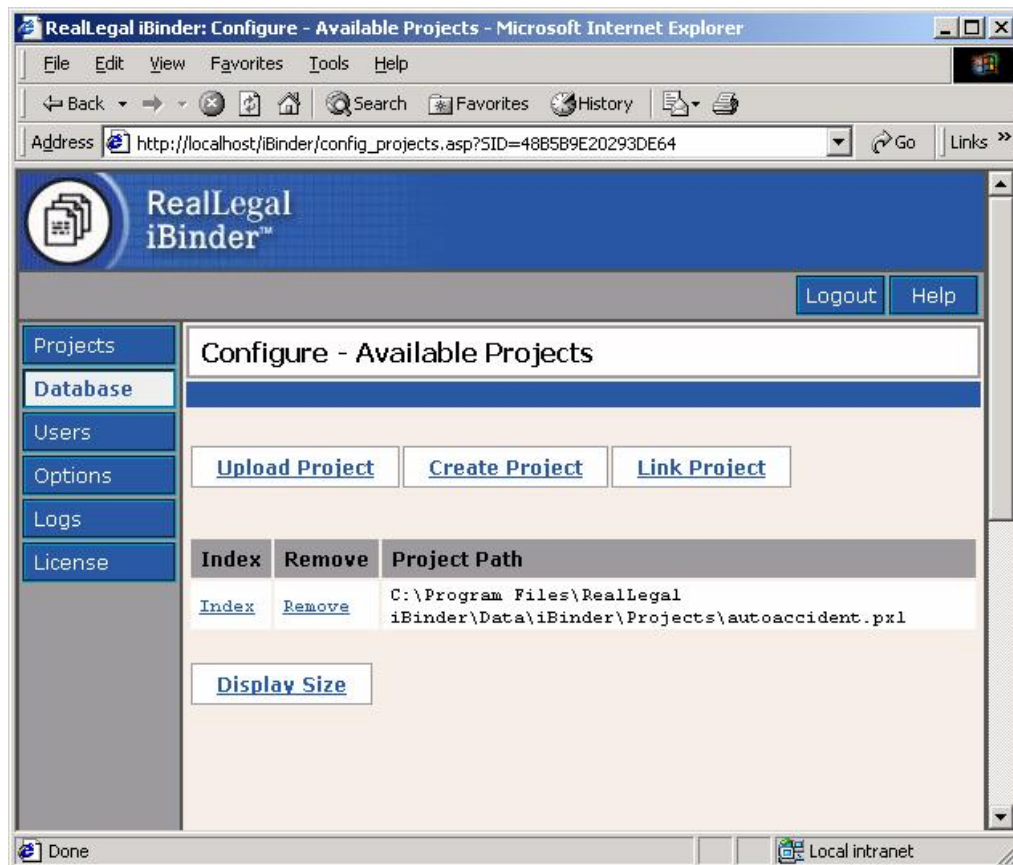


Type and retype your Administrator password. Click the **Save** button.

The Configure – User page appears. This page allows you to add, edit or delete users as well as set project security rights for users.



Click the **Database link**. The following page appears:



The Configure – Available Projects page allows users to upload or link projects with iBinder. If you do not add projects, the users of iBinder will not be able to work on projects.

Upload Project

The Upload Project button allows an administrator user to add Binder projects remotely. The entire Binder project is replicated and copied to the iBinder Web server.

Create Project

The Create Project button allows an administrator user to create a project. The created project resides on the iBinder Web server and can only upload RealLegal Publisher bundles. If you intend to upload a Publisher bundle to iBinder, you need to create a project before uploading the bundle. For detailed instructions, refer to the “Upload a Bundle as a System Administrator” topic in online help.

Link Project

The Link Project button allows an administrator user to add networked projects. The linked project is not moved or changed; it is simply referenced by iBinder. Link projects must be accessible on the local network of the Web server. Project linking does not work across the Internet.

Note: For security reasons, Link Project only appears when you are logged in to iBinder from the iBinder server.

Display Size

The Display Size link allows you to view the size of a project (in megabytes) to determine how much space each project uses on your iBinder Web site.

Registering RealLegal iBinder

To use RealLegal iBinder on a server, you must register RealLegal iBinder with multiple licenses.

You need to obtain a Site Key license for the domain name. RealLegal iBinder generates a code in the Site Code field. Contact Technical Support at support@reallegal.com, or call (888) 584-9988 Monday through Friday to receive a registration key.

Upgrading RealLegal iBinder

1. Backup your project data.

Note: RealLegal highly recommends that you create a backup copy of your projects before attempting an upgrade.

By default, RealLegal iBinder projects are stored in the following folder on the server:

C:\Program Files\RealLegal iBinder\data\

At a minimum, you must backup all files with the following file extensions:

- <filename>.pxl file(s)
- <filename>.mdb file(s)
- <filename>.dir folder(s)

However, the best course of action is to backup all folders under the C:\Program Files\RealLegal iBinder\data\ directory.

2. Stop the iBinder Web site via IIS.
3. Uninstall the old version of iBinder. For instructions, refer to the “**Uninstalling RealLegal iBinder**” topic in this document.
4. Install the new version of iBinder. For instructions, refer to the “**Installing iBinder**” topic in this document.
5. Start the iBinder Web site via IIS.
6. Once you login to iBinder, all your existing projects will be automatically upgraded.

Note: iBinder will only upgrade projects that exist on the server and projects that are linked to the server at the time of upgrade. If you attempt to upload a project that has not been upgraded, iBinder will reject the project.

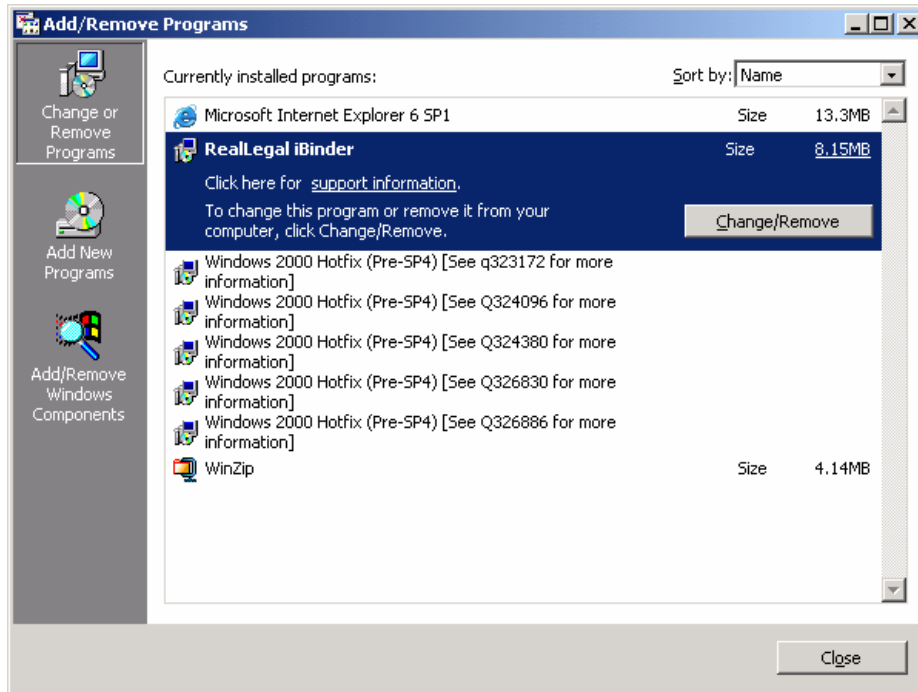
Adding Multiple Web Sites to iBinder

You can add multiple Web sites to iBinder by running the iBinder install again. With each additional install, you must choose a different virtual directory. Each additional Web site must be registered separately.

Uninstalling RealLegal iBinder

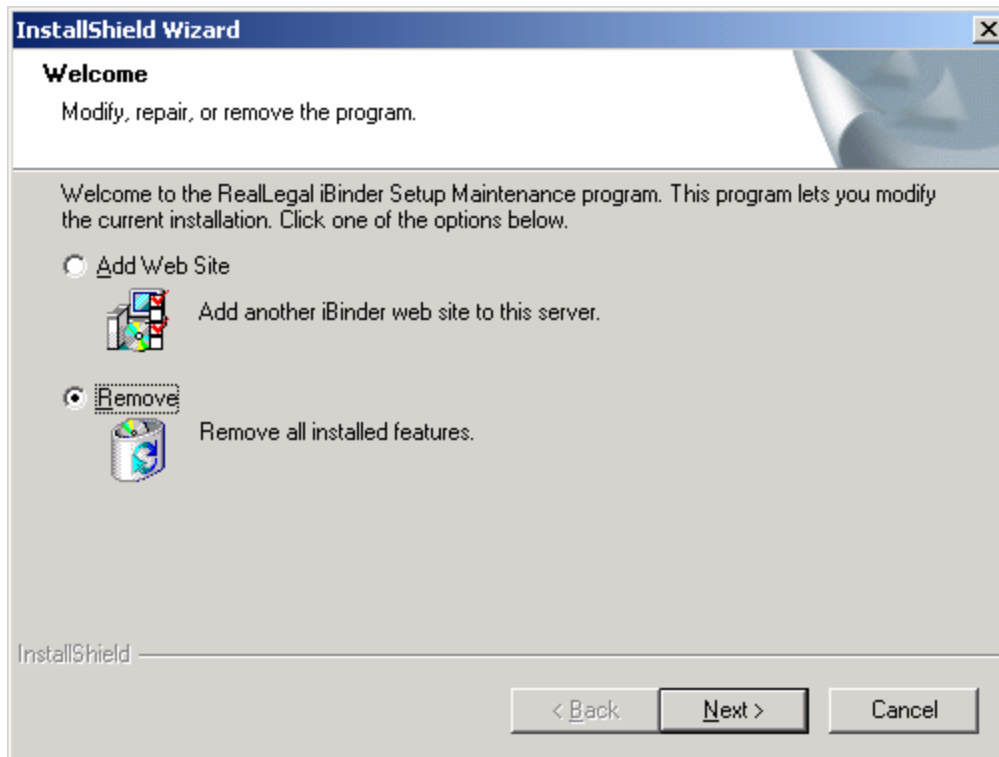
Use the following procedure to uninstall RealLegal iBinder:

1. Stop the existing iBinder Web site.
2. Start the uninstall procedure.
3. From the Windows desktop, click the **Start** button.
4. Select **Settings** ⇒ **Control Panel**.
5. Double-click the **Add/Remove Programs** icon.



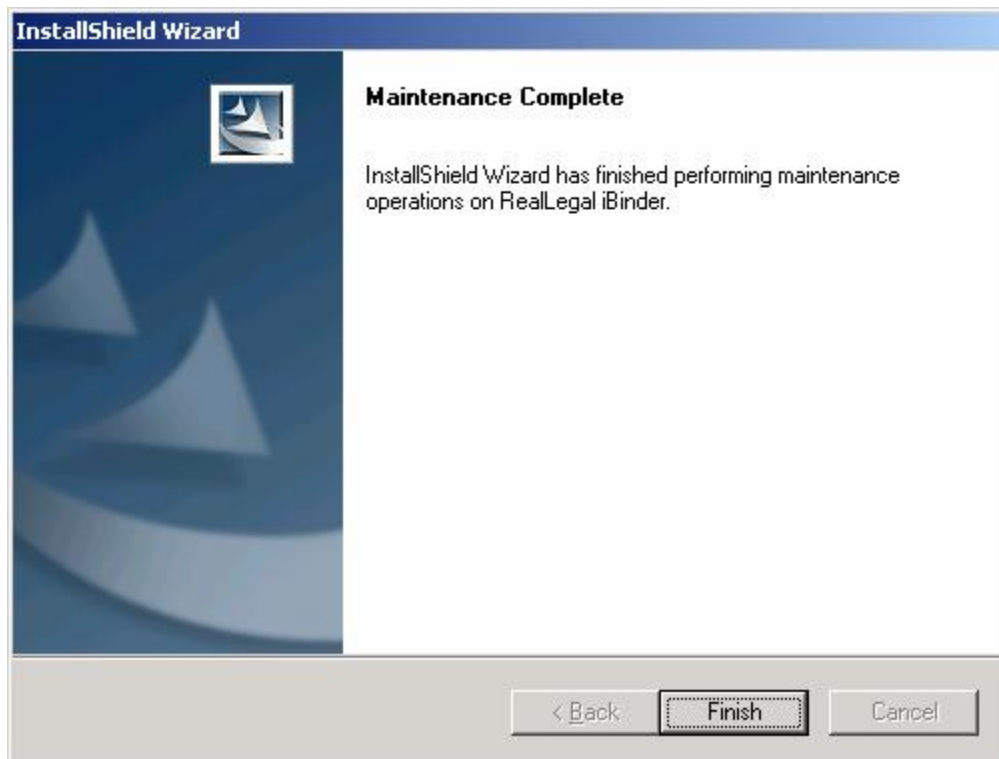
6. Select the **RealLegal iBinder** entry and click the **Change/Remove** button.

The InstallShield Wizard dialog box appears:



7. Select **Remove** then click the **Next** button. The Confirm Uninstall message box appears.
8. Click the **OK** button.

The uninstall process begins. When completed, the InstallShield Wizard Maintenance Complete window appears.



To complete the uninstall process, click the **Finish** button. After uninstalling, some files and any projects you created in the install directory must be removed manually.

Information Online

For more information about **iBinder**, refer to the online help in **iBinder**.