ArtfulBits Follow-Up Column

for Microsoft® SharePoint®

Install Guide

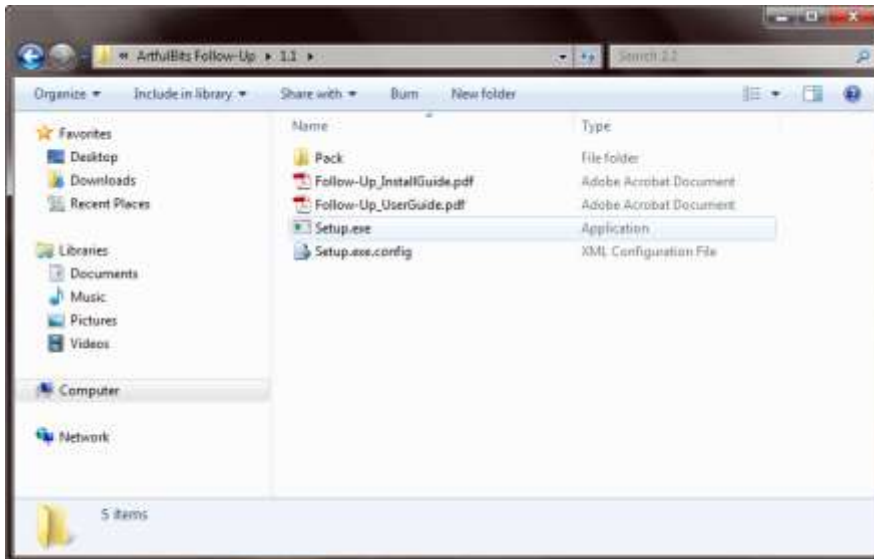## System Requirements

Operating Systems:	Microsoft Windows Server 2003 x86/x64 Microsoft Windows Server 2008 x86/x64 Microsoft Windows Server 2012 x86/x64
Servers:	SharePoint Release: ➤ Microsoft SharePoint Foundation 2013 or Microsoft SharePoint Server 2013 (for SP2013 products) ➤ Microsoft SharePoint Foundation 2010 or Microsoft SharePoint Server 2010 (for SP2010 products) ➤ Microsoft Windows SharePoint Services v3 or Microsoft Office SharePoint Server 2007 (for SP2007 products) ➤ +Microsoft .NET Framework 2.0 or 3.0 *Note: This product is not compatible with SPS 2003 and WSS v2*
Browser:	Microsoft Internet Explorer 7+ is recommended for Advanced Administration features Also compatible with: ➤ Mozilla Firefox 2.0+ ➤ Opera 9.5+ ➤ Apple Safari 3.0+ ➤ Google Chrome 2.0+

Preparation for Installation

Before installation, please, check that your target server meets Follow-Up Column system requirements (see above).
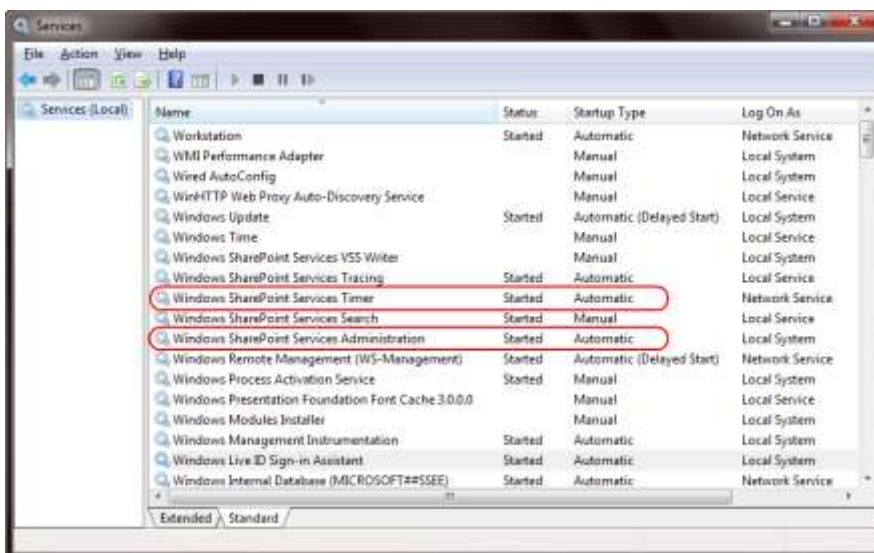Also, it is recommended to install ArtfulBits License Manager before (if it is not installed).

Installation

Download Follow-Up Column installation package from ArtfulBits website, unpack the file, and run "**Setup.exe**".

Note: You must be the SharePoint Farm Administrator and following MS Windows services should be running:
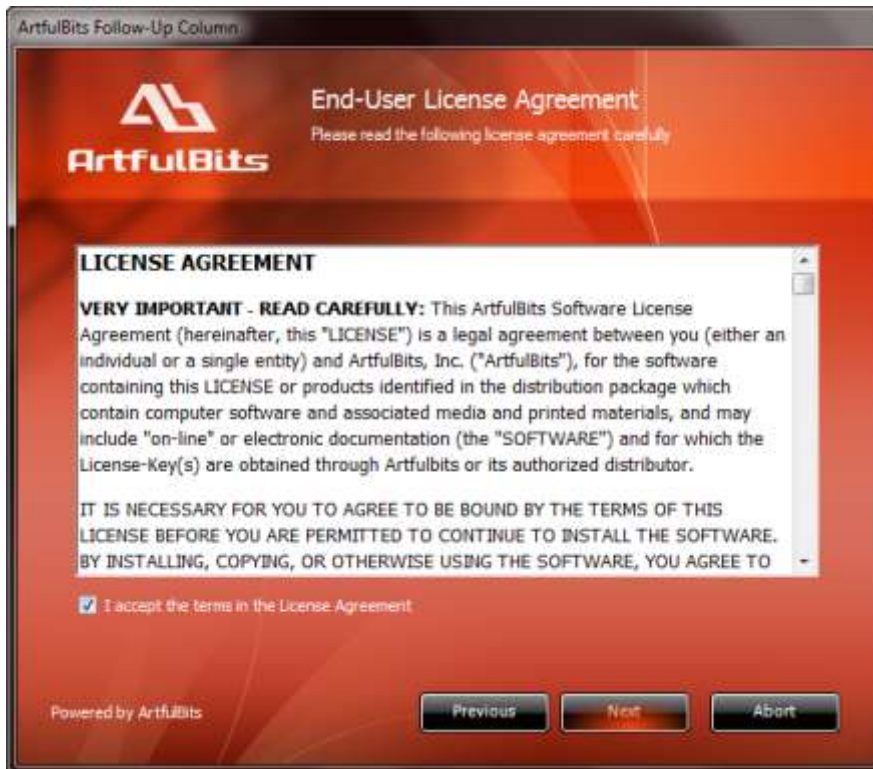
- Windows SharePoint Services Administration
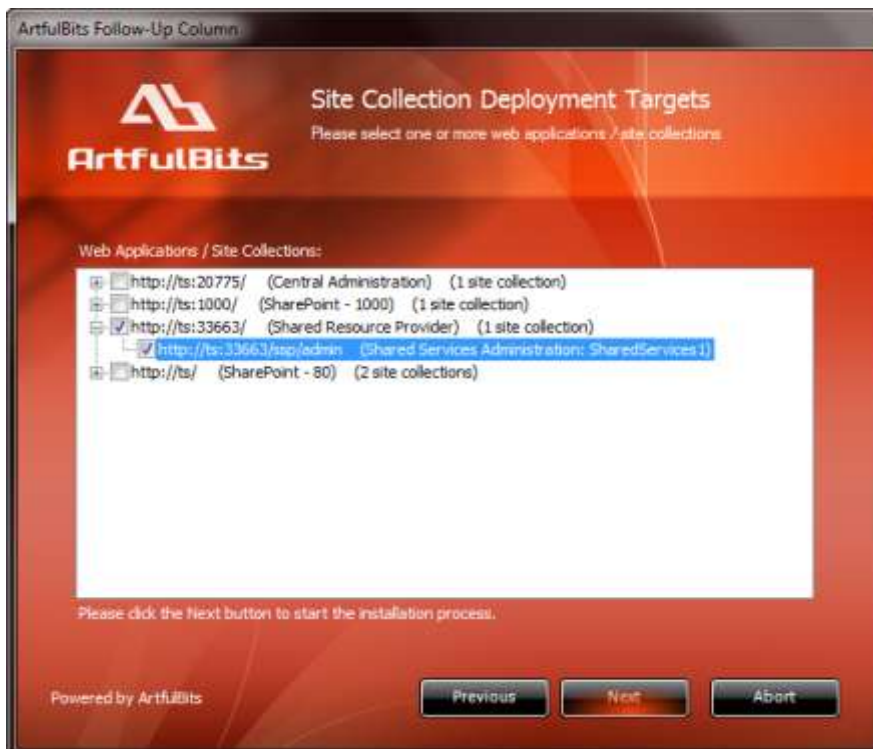- Windows SharePoint Services Timer

After system check is finished, click "Next".

After reading License Agreement, click "Accept" and go to next step.

Select one or more web applications and click "Next".

Wait for install to succeed, click "Next" to check deployment status details.

License Management

Follow-Up Column uses **Per-Farm Licensing Model** (each license is bound to single SharePoint Farm ID). For more details about licensing models please visit http://www.artfulbits.com/purchase/licensing.aspx.

Product works in unlicensed mode for three days from the moment of installation. In this mode all the product features are unlocked same way as with trial license. After these three days either trial license or full license should be entered for product to function.

To get a Trial license navigate to:
http://www.artfulbits.com/products/sharepoint/sales/get-trial-license.aspx?productcode=SPFLUP001

You can buy the product by the following link:
http://www.artfulbits.com/purchase/purchase.aspx?productcode=SPFLUP001

After ArtfulBits License Manager is installed, go to the SharePoint Central Administration page:

SharePoint 2007	SharePoint 2010
Choose "Operations". Click on "ArtfulBits License Manager":	Click on "ArtfulBits License Manager":

This page shows all ArtfulBits products and their license statuses.

Click on product name to view license details.

If product is not licensed you can click "Enter License" link and enter license key (trial or full) into textbox. For upgrading product edition click "Convert License" and enter new license of target product edition.

Pressing "Activate" button will verify the key and in case of verification success license status will be updated.

Note: in trial or unlicensed mode **all** product features are available for evaluation. This way you will be able to try each and every feature available in the product line which will give you good understanding of what feature set will be necessary for you and it will be easier to come up with the decision which product edition should be purchased. After trial period expiration full license should be purchased which will determine product edition and available (unlocked) feature set.

Special link informing about product expiration is shown in SharePoint pages, where ArtfulBits component is used if product is using trial license or such license is "Expired" or no license is provided at all. Clicking on this link will redirect to product license status details page.
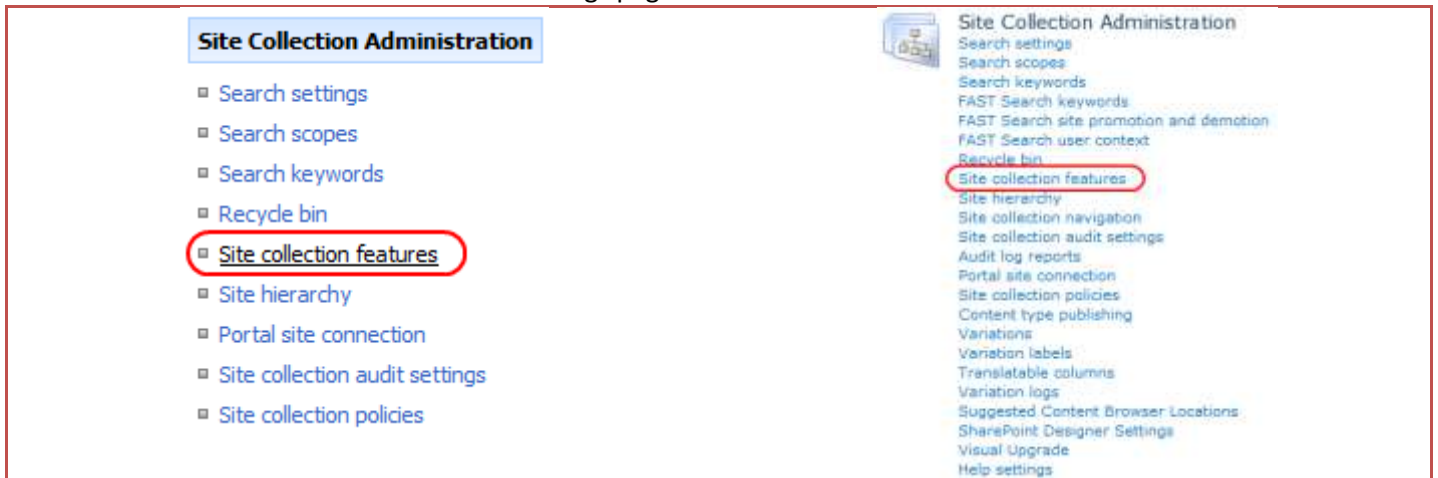
Activating / Deactivating Feature

Click "Site Actions" menu in the root site of one site collection, then click "Site Settings":

SharePoint 2007	SharePoint 2010

Click "Site collection features" link in Site Settings page:

In SharePoint Site collection feature list, activate Follow-Up Column feature (if deactivated).

Product Updates

Process of updating ArtfulBits Follow-Up Column is pretty straightforward - just download latest installation package and execute **Setup.exe** from it. After system check completes, select an "Upgrade" option and then follow setup wizard instructions.

Uninstallation / Repairing

Execute **Setup.exe** from your installation package. On the Repair and Remove section, select Remove radio button and click "Next", the Follow-Up Column will be uninstalled. Or select "Repair" - to repair the Follow-Up Column.

Remarks

Information in this document may be outdated. Please, visit www.artfulbits.com for the latest product version.