

Xerox DocuShare Express Installation

System requirements

- Windows 2003 Server with SP2 or R2 (32 and 64 bit); Windows 2008 Server SP2 (32 and 64 bit); or Windows 2008 Server R2 (64 bit)
- 3.0 GHz Intel Pentium 4 or AMD Athlon MP processor or greater
- 3 GB RAM or greater
- 20 GB free disk space or greater

Web server

DocuShare Express includes a version of the Tomcat web servlet as part of its functionality. The servlet is installed by the DocuShare Express installer.

Database

DocuShare Express includes a version of Microsoft's SQL Server Express database.

Installation

1. Insert the DocuShare DVD-ROM into the server DVD-ROM drive. The DocuShare setup should start automatically. If you have disabled Auto-Run, double-click **setup.bat** in the DVD root directory.

The installation program uses Java to install the product. It takes a few minutes to unpack and start Java. An onscreen status indicator is not available while JVM completes its installation.

A language selection screen displays.

2. If you want to install a language pack in addition to English, choose the language you want and click **OK**.

The DocuShare Welcome screen displays.

3. Click **Next** to start the DocuShare installation. Follow the onscreen instructions.

4. When the installer completes the DocuShare installation, click **Finish** to close the installer.

5. Reboot the system. DocuShare initial startup automatically updates the search indexes; allow five minutes before accessing the site via a browser.

Connect to your DocuShare server

At the completion of the DocuShare installation, try connecting to your new DocuShare server using a web browser. The default URL is:

`http://<localhost>:8080/docushare`

For users connecting to DocuShare from their systems, the URL is:

`http://<server hostname>:8080/docushare`

Note: 8080 is the default port for the Tomcat web servlet. If another application is using 8080, DocuShare will check and assign another port number to its URL.

If the installation was successful, you should be viewing the default home page of your new DocuShare server. The home page has links to many useful features and to several pre-installed collections. User and Administrator tutorials are available via the **Help** link.

DocuShare login

You can log in as **admin** at this time, using the password you created during the installation. You need to license the server to enable adding content to your server.

License DocuShare Express

DocuShare Express is distributed as a restricted use server.

To license your DocuShare Express server:

1. Log into the DocuShare server as **admin**, using the password you created during the installation.
2. On the navigation bar, click **Admin Home**.
3. From the Administration menu, click **Site Management | License**.
4. Record or copy your server Host ID.
5. Email the server Host ID along with your customer information to the Xerox Teleweb Center at docushare.licenses@xerox.com or call 1-800-735-7749 (option 2) and a DocuShare Express license will be generated and sent to you.

Configure DocuShare Express

Refer to the *DocuShare Administrator Guide* to configure your DocuShare site. Click the **Help** link on the DocuShare home page to access the *DocuShare Administrator Guide*.