VersaDev

Delivering Business Software Solutions

versaNote
Company Blogging Software
Installation/User Manual

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Software Installation
General Application Usage

Version 1.0.1

Client Requirements

- Web browser: Microsoft Internet Explorer 6.0 and above, Firefox 2.0 and above, Chrome 2.0 and above, Safari 4.0 and above
- Pop-Up Blocking Software Disabled or App Added to Allowable Site List
- Java Script enabled
- Cookies enabled
- Screen Resolution 1024 x 768 (min)

Hosting Requirements

- Microsoft Windows Server 2008 / 2003 / 2000, Microsoft Windows 7* / Vista* / XP*
- Microsoft Internet Information Server (IIS) 6.0 / 7.0
- Microsoft .Net Framework 2.0 (free download from Microsoft)
- SQL Server 2008 / 2005 / 2000, SQL Express 2008 / 2005 or the Microsoft SQL Server Desktop Engine (MSDE) 2000
- ASP.Net

Installing the versaNote Application

Unzip the contents of the Software Download Package to a folder or location on the Server where the versaNote application is to be installed. **versaNote is installed by means of a single wizard based installer.**

The versaNote installer caters for Windows 2008, 2003 or 2000 Server and Windows 7*, Windows Vista* or Windows XP*, and is named:

versaNote.msi

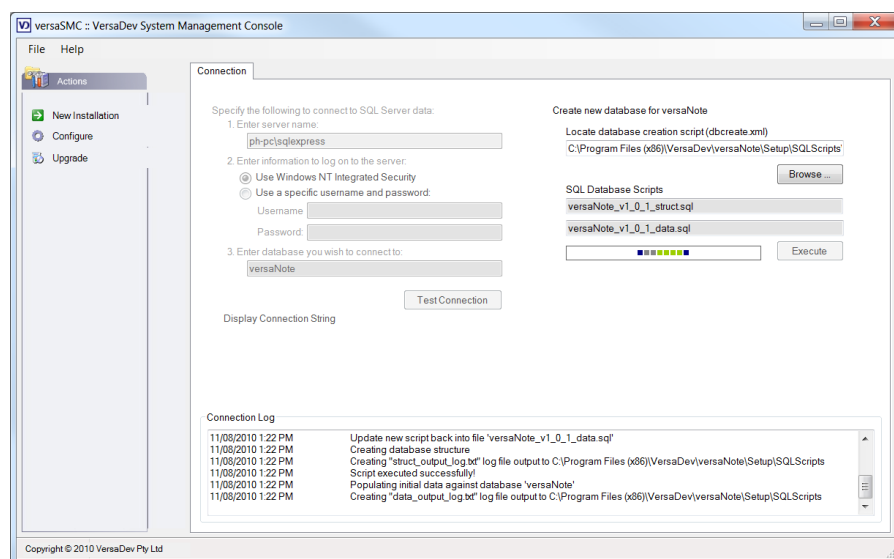# Running the versaSMC application installer wizard

Step 1:	Welcome Screen. Click the **NEXT** button to start the installation process.
Step 2:	**Accept** the License Agreement.
Step 3:	**Familiarize yourself** with the **System Requirements** and Installation Notes.
Step 4:	**Complete** the required **User Name** and **Organization**.
Step 5:	Click **NEXT** to proceed with the installation, or Click BACK to re-enter and correct any installation information, or Click CANCEL to cancel the installation process.
Step 7:	Click **Install** to begin the installation.
Step 8:	**View** the **README.HTM** page on completion checking the checkbox and clicking the **FINISH** button.

* Windows 7, Windows Vista and Windows XP is only suitable for single user instances. More than one user environments will require MS Windows 2008, 2003 or 2000 Server. NOTE: The versaNote installer needs to be run on the designated server where versaNote is to be installed. Administrative privileges are required on the server/workstation to run the installer.
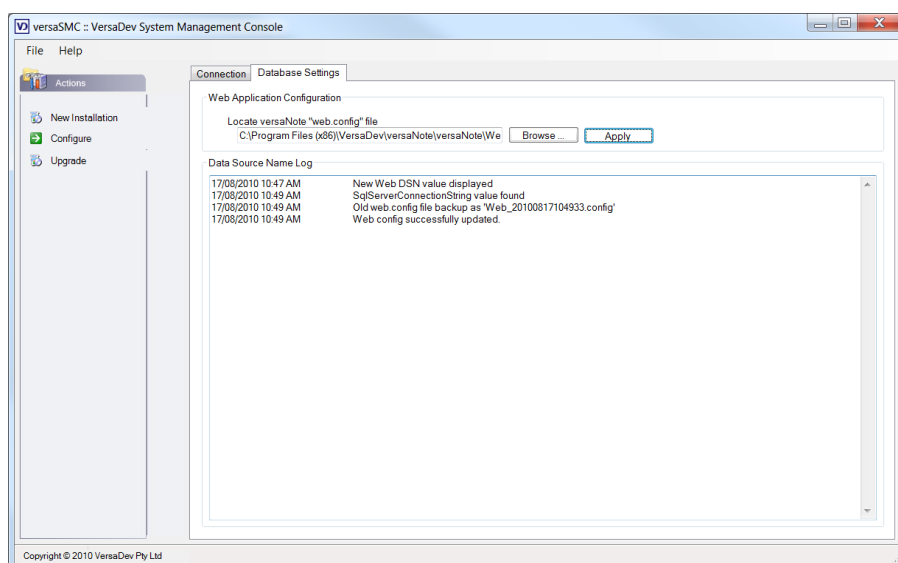
versaNote Application Installation

When the above steps are complete the versaNote application can be installed using the versaSMC.

Step 1: From the Start menu select All Programs >> VersaDev >> versaNote >> **versaSMC.exe**.

Step 2: In the versaSMC select **New Installation**.

Step 3: Enter the correct server name (i.e. myservername\sqlexpress) and select **Test Connection**. If successful the versaNote database installation section should displayed.

Step 4: Click **Browse** to locate the dbcreate.xml script. Right click and select run as Administrator.

Step 5: The Database scripts should now be populated in the versaSMC. Click **Execute** to create the database.

Step 5: Under the Database Settings tab click **Browse** to locate the web.config file and then click **Apply**.

Using versaNote

Getting Started

Once the versaNote installation is complete the application can be accessed by the following URL:

http://yourservername/databasename for example http://localhost/versanote

You can login with username "Administrator" and password "versanote".

Application Interface

Administrative tasks are done in versaNote by users with Administrator privileges (see Manage Users). Once logged in, the administrators will have the Tools menu item by which they can add/edit Categories and Users.

Adding Categories

To add categories click the Tools menu item at the top right hand side of the screen to display the Manage Category screen. New categories can be added and existing categories can be edited. RSS feeds are available automatically granting users the ability to subscribe to Categories and receive updates.
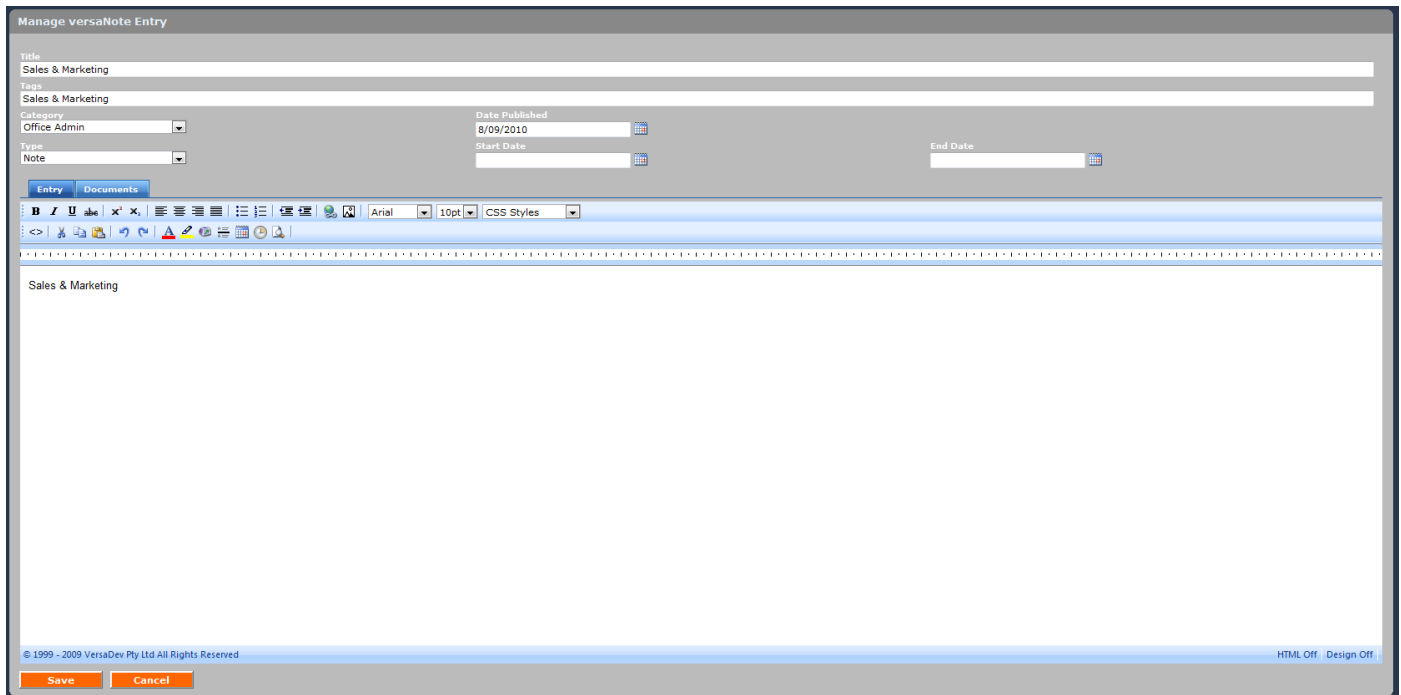
Manage Users

To add users click the Tools menu item at the top right hand side of the screen and scroll down to the Manage Users section. New users can be added and existing user details can be edited. The users can be set as System Users or Administrators by assigning the appropriate User Type.

versaNote Calendar

The Calendar is used to view versaNote entries that are published on specific dates or between selected date rows as specified on the calendar display on the right hand side of the main screen. The Calender menu item at the top left of the screen displays a full calendar view showing the versaNote Entries start and end dates (if specified in the Entries details).

Adding a New Entry

Administrators and System Users have the ability to add/edit entries in versaNote. To add a new entry click the New Entry button on the right hand side of the main screen. The Manage versaNote Entry screen will be displayed where the details of the entry can be added and saved. To edit an existing versaNote Entry click the icon next to the Entry on the main page.

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