



**INSTALLATION GUIDE :**

**Refplus Webtools**

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## **INTRODUCTION**

The present guide is meant as a quick guide to help first time users in using this installer. It consists of some easy steps that a user can follow to make sure he can install the required components for Webtools.

I will start by explaining the steps in a general fashion, then I will go into a more detailed explanation of every step, with some pictures to help you get through it. Finally, a small Frequently Asked Questions should solve most of your problems.

## **OVERVIEW OF THE STEPS TO INSTALL**

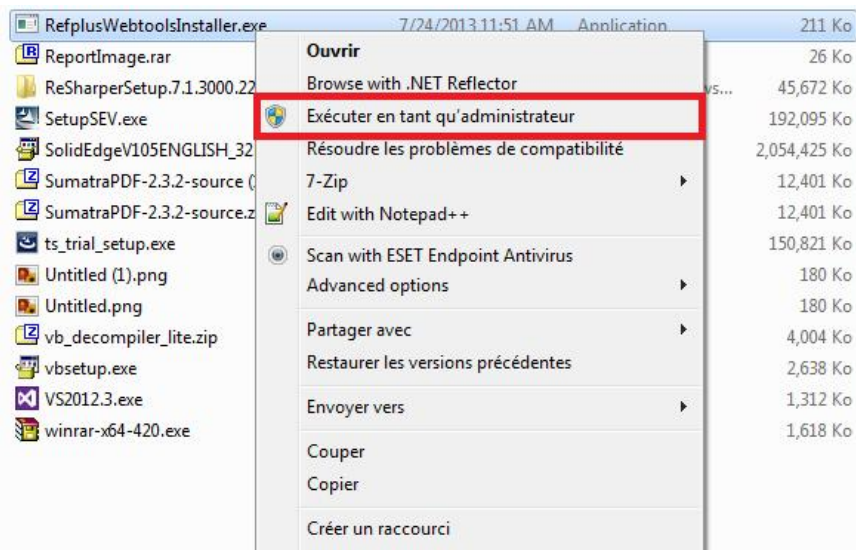
To begin, running the installer as administrator will take care of all the files you need to have to use our software. Once the installer finishes its job, it will launch the installer for a version of Crystal Reports (a third party software that lets you create reports on the go for your quotations). Once you install Crystal Reports, the installer finished its job by putting a shortcut on your desktop. After that, you just need to give yourself admin rights on the shortcut, and you're done.

To properly install everything and make all those steps, you need admin rights on the computer where the installation will be. If you don't have admin rights on the machine, talk to someone in your IT department, they will need to make the installation for you.

## **FIRST STEP: STARTING THE INSTALLER**

Before you start the installer, make sure your firewall is disabled (the installer will download and install some files and a firewall might block these actions).

On the same web page you found this guide should be an "exe" called "Webtools installer". Just download it somewhere on your computer you can find it again. Then right-click on it and choose the "Run as administrator" option.

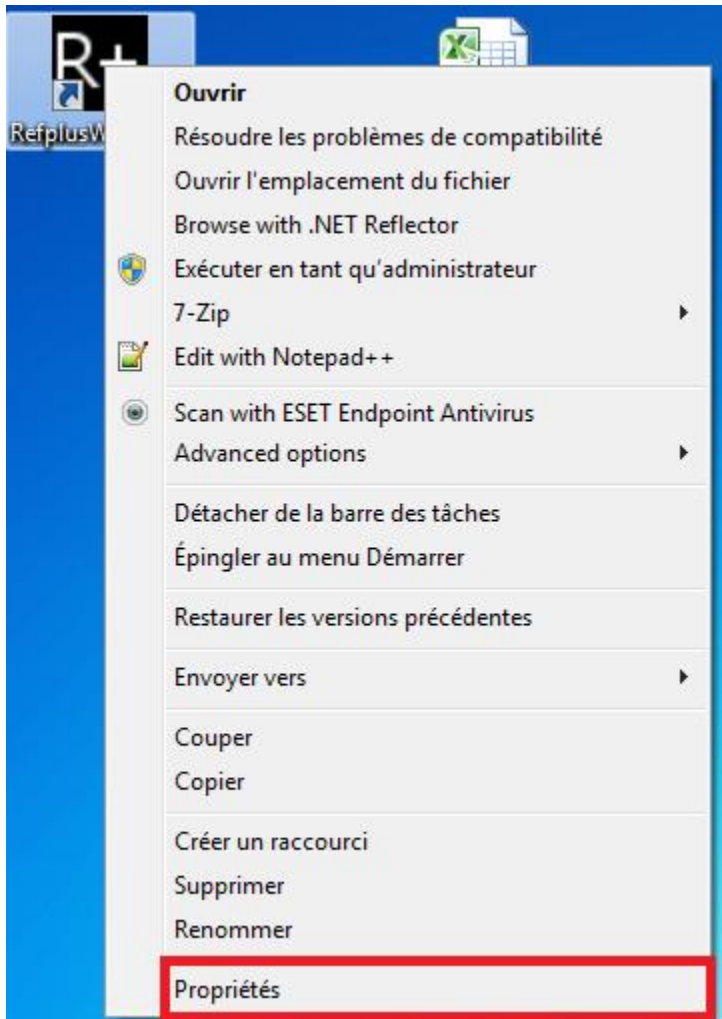


After you choose that, the installer will open, downloading the files to install and use Webtools properly. Once it's finished downloading all the files, a message telling you to now install "crystal report" runtime. Once you click ok on the window, you will see the installer for crystal reports runtime. After you close the installer, a shortcut to RefplusWebtools will appear on your desktop.

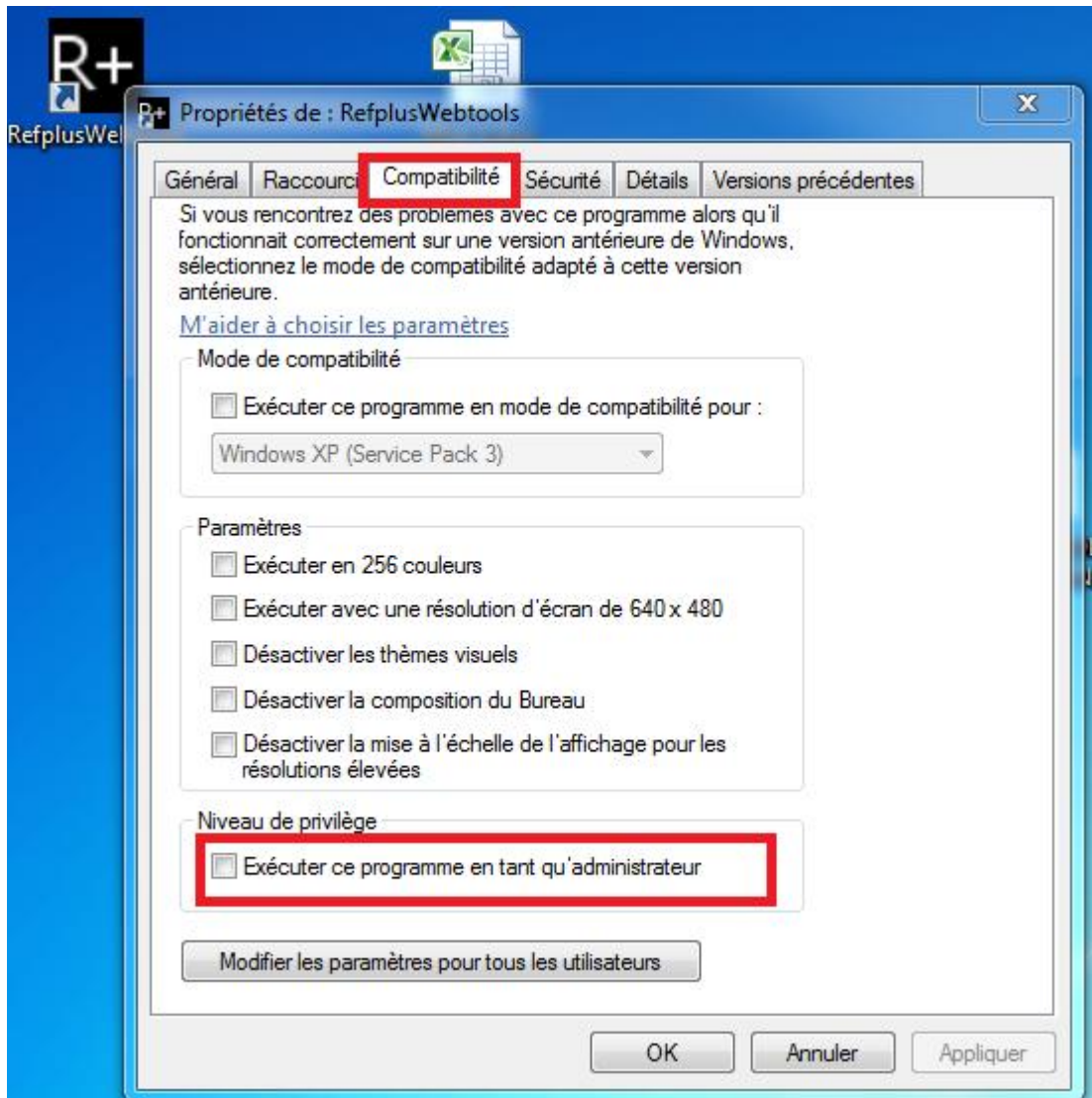
## SECOND AND FINAL STEP: GIVING YOURSELF ADMIN RIGHTS ON THE SHORTCUT

Now all that's left is to make sure that the shortcut always starts webtools with administrator privileges. This is simply to make sure that webtools can save whatever it has to (some windows settings make it impossible for non admin to modify or create files in "Program Files", so we make sure none of those actions are blocked by the Operating System by giving the shortcut an auto "Run as administrator" function. Here's how to do it.

First, right-click on the shortcut and go in properties:



In the properties, click on the “Compatibility” tab. In this tab there is a “always run as administrator” option. Just tick this box:



After you click on « ok », you should be good to go, the shortcut is ready for use.

**IMPORTANT NOTE:** If you had to turn off your firewall to install webtools, you can put it back in place now

## FREQUENTLY ASKED QUESTIONS

- 1- Your print screens don't work with my system, I'm on windows 8/Vista. What do I do?

Indeed. The print screens shown here are on a windows 7 system. It is certain that on different operating systems, different behaviors will be encountered. Although, everything shown here (run as administrator, change the shortcut to administrator) can be done in any operating system, you just need to search a bit more. If you need any help, feel free to contact us, we will gladly help you out with your installation

- 2- Which version of the software am I getting?

Webtools' previous installer took you back all the way to the version 1.0 of the software. This new installer makes sure you start with the latest version possible. When we update webtools, we automatically put the updated files where the installer gets his files, so you always get the latest version.

- 3- Why install the crystal reports runtime?

Webtools has huge report-creating capabilities. Those reports are handled by a third party software called Crystal Reports (it is a totally safe software that has been bought by SAP a couple of years ago). With the runtime installed, it lets webtools create the reports. Then it will open them in your usual PDF – document viewer (Adobe, FoxIt, Sumatra, etc). You will never see crystal reports being used, but it's creating the report behind the scene.