

ZipForm Standard Installation For a Network Environment

Welcome to the **ZipForm Standard Installation For a Network Environment**. In order to have ZipForm installed in a network environment, you can obtain a copy of the network installation software from your local association or by calling RE FormsNet, LLC. Customer Service at 1-800-383-9805.

Before you begin the installation of the network version of ZipForm, here is information to consider:

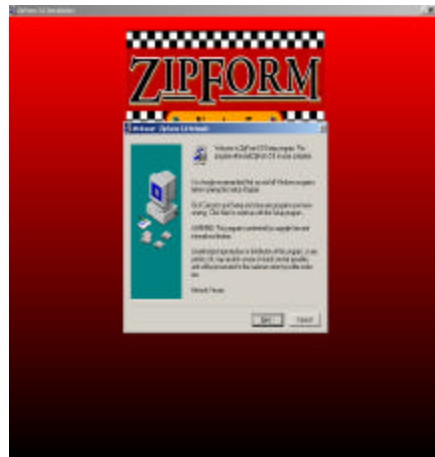
- *Depending on the installation of your Windows operating system, there may be security/user-rights issues to consider. You may encounter these issues when installing from Windows NT/2000 when configuring the security settings present in the Windows file system and system registry. If you are **not** familiar with configuring user-rights in a Windows operating system, please consult a trained professional. Note: Various security/user-rights issues do not pertain to Windows 95/98/Me.*
- *It is suggested that the initial network installation is **not** installed from a network server. This is also relevant to any network computer where user access has limited by an **Administrative** user.*
- *When selecting a path for the destination folder, a UNC path is **required**. A UNC path can be created when browsing through the **Network Neighborhood**, or by manually typing a path with the following format: **\\Computer Name\ ... \Destination Folder\ZipForm**. (Note: a **Mapped Drive** is not the same as a **UNC Path**. Mapped drives follow the format, **Driver Letter:\Destination Folder\... \-ZipForm**)*
 - *If you are installing this program on a **Peer-to-Peer Network**, you **must** use a **UNC Path**.*

- *Make sure that the destination folder will be in a drive that is **fully shared**. Any end-user of this software program needs to have access, although indirectly through the program, to this directory. Failure to share this folder will result in inoperability of the program. More information about sharing the program directory will be explained further on in the instructions.*
- *Make sure that this program's registry key is properly shared. The registry key contains crucial program information necessary for proper program operation. Failure to share this folder will result in inoperability of the program. More information about sharing the program's registry key will be explained further on in the instructions.*

Master Workstation Installation

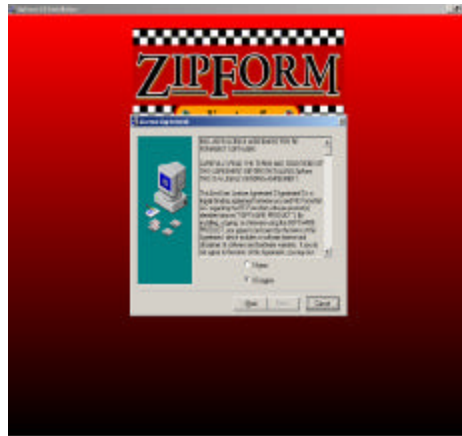
Step 1. Remove the installation CD-ROM for the shipping package and insert it into the computer's CD-ROM drive. A splash screen will appear providing you with the choice(s) to "Install", "Reinstall", and "Uninstall". If you are doing a fresh install, please select "Install".

This will then bring you to a screen that provides you with "Next" or "Cancel" prompts. To continue with the installation, please select "Next".

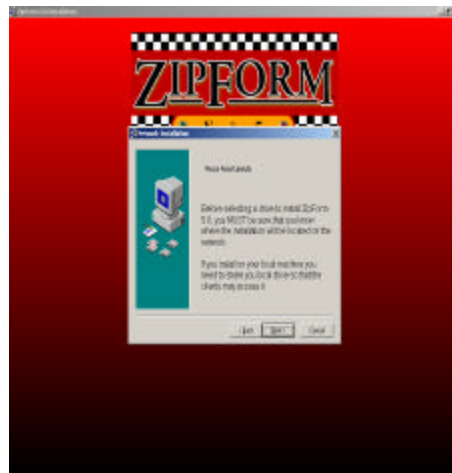


Step 2. The next step will be to read and accept the End User License Agreement. To accept, please select the "I Agree" radio button and

then select the “Next” button. If you disagree, select “I Disagree” or “Cancel” to cancel the installation of the program.

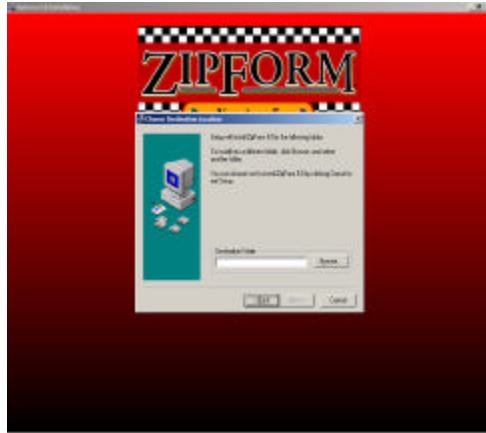


Step 3. This step instructs you to read the prompt carefully. It reminds you to be aware of the location that you will be installing this program to.

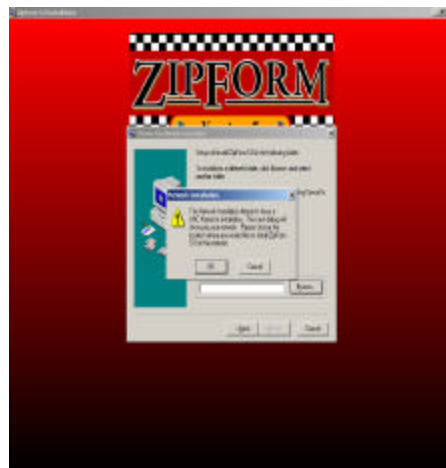


Step 4. For this step, please select a location from your network directory where you want to create and save the main program directory.

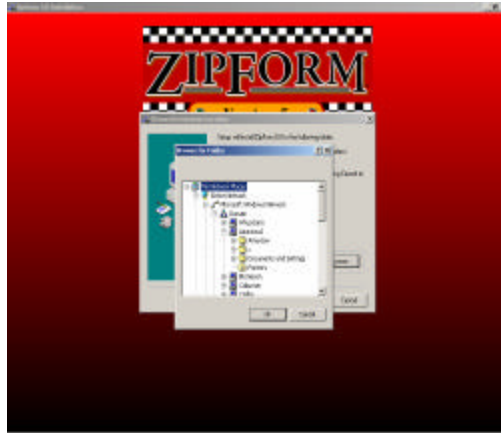
- Click on the “Browse” button to the right of the text field to access **Network Neighborhood**.



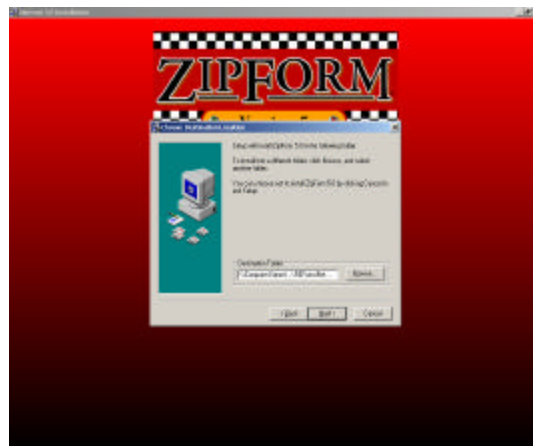
- A warning message will appear notifying you that a **UNC Path** is needed for this installation. By choosing a location from your **Network Neighborhood**, a **UNC Path** will automatically be entered into the text field.



- This is where **Network Neighborhood** is accessed. From here, you can select a location on your network to create and save the main program directory.

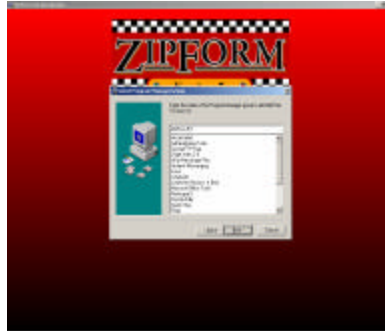


- After you have selected the location from **Network Neighborhood**, the full **UNC Path** will be present in the text field. If you need to change the name of the program directory, please do so at this point of the installation. (Note: Novell network operating systems have naming convention restriction. In the event that you are using a Novell Netware operating system, please change the name of the program directory from “ZipForm 5.0” to “ZipForm5”)

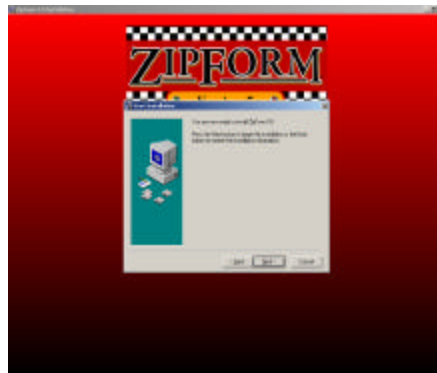


Step 5. This next installation prompt will ask you to choose a “Program Manager group” to add the ZipForm 5.0 icons to. A default selection has already been chosen for you. A “ZipForm 5.0” program folder

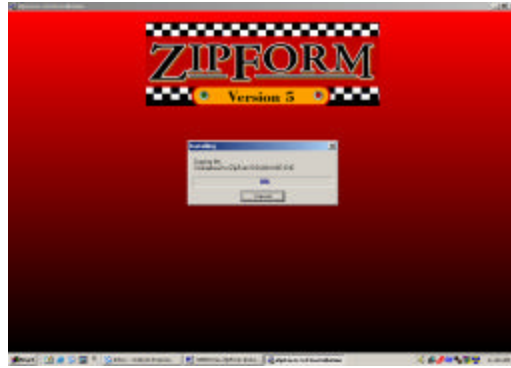
will be added to the “Start” menu for you. To accept this selection (which is recommended), please click “Next” to continue with the installation.



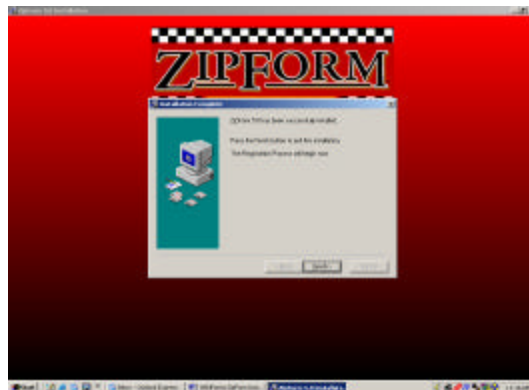
Step 6. Please click on the “Next” button to continue with the installation. This will conclude the pre-installation setup, and begin the file installation process.



- This status bar will show the progress of the file installation. If the progress bar seems stick at a certain percentage, this could be attributed to a possible strain of system resources - too many programs running concurrently.



Step 7. At the conclusion of the file installation process, program registration will begin. Please see the subsequent steps for instructions for this next process. Click on the Finish button to move on to Registration.



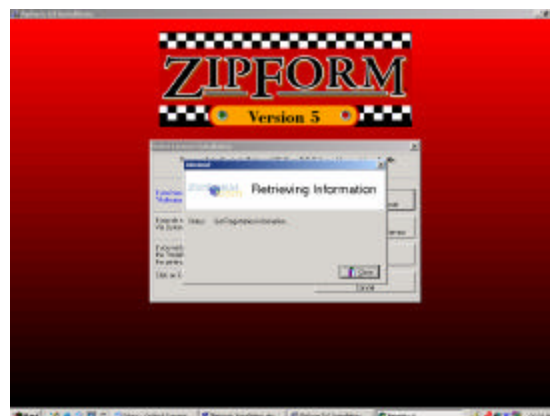
Registration for the ZipForm 5.0 Network Installation

Once the file installation process has been completed, you will now move on to registering your ZipForm 5.0 Network software.

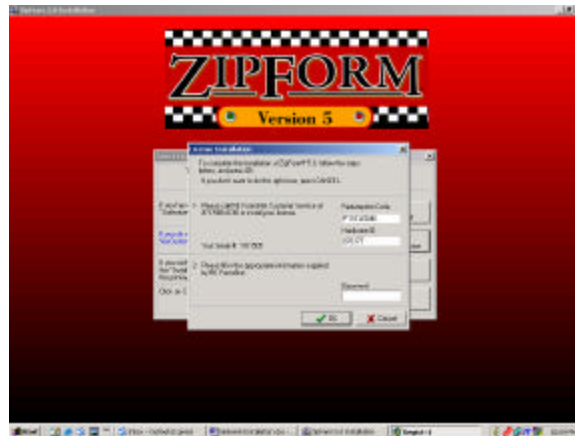
Step 1. When the Registration screen appears, please select either “Authorize via the Internet” or “Authorize via Customer Service”.



Step 1a. If you selected “Authorize via the Internet”, the registration process will take place automatically. When you have registered successfully a box will appear that states, “Thank you for registration!”



Step 1b. If you selected “Authorize via Customer Service”, please call the Registration Hotline phone number that is provided. You will be asked to provide your Redemption Code and Hardware ID. In turn, the Customer Service agent will provide you with a password that is specific only to the installation. (Note: The password to enter the program is still **password**)



ZipForm 4.0 Transaction Viewer Installation

Please read if applicable

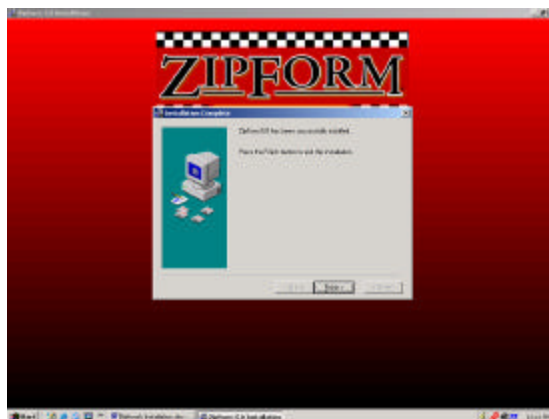
Due to program restrictions, ZipForm 4.0 transactions will not transfer over to ZipForm 5.0. If your ZipForm 4.0 software has expired, you may install a transaction viewer to **view** and **print** your existing transaction.

The ZipForm 5.0 Network Installation will allow you to install a ZipForm 4.0 Transaction Viewer.

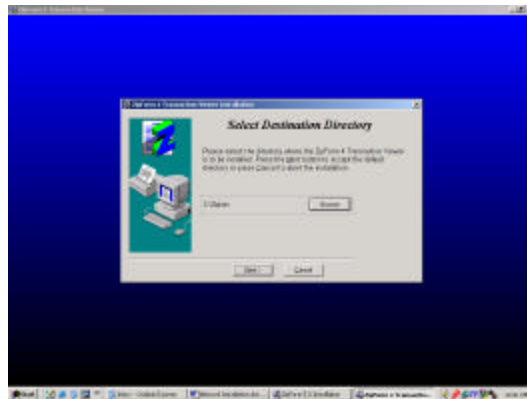
Step 1. To continue with the ZipForm 4.0 Transaction Viewer installation, please click on the “Yes” button.



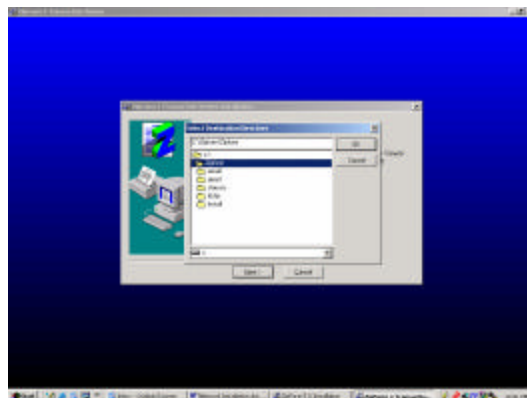
Step 2. The installation process will now begin. Please select the “Next” button to continue with the installation process.



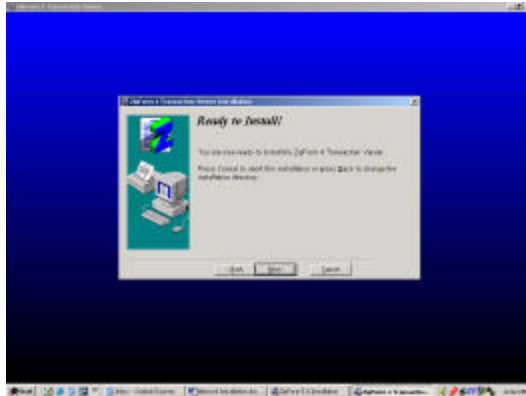
Step 3. Please select a directory to install the ZipForm 4.0 Transaction Viewer.



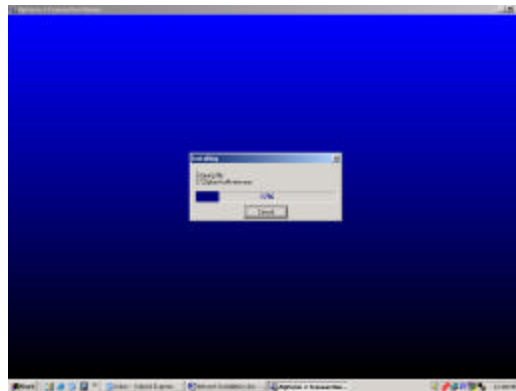
Step 3b. Please select the “Browse” button, and then select the mapped drive, local or network, where you would like to install the viewer. It is suggested that you install the viewer to your expired ZipForm 4.0 directory.



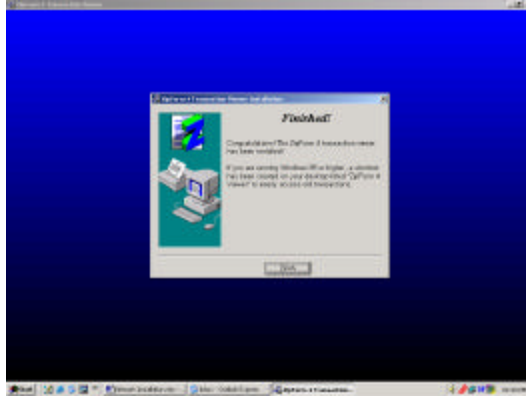
Step 4. Please select the “Next” button to continue with the installation process. The file installation process will now begin.



Step 5. A progress window will appear during the file installation process. If the progress bar hangs at a certain percentage, you may have too many programs running in the background. Please keep programs running in the background to a minimum when running this installation process.

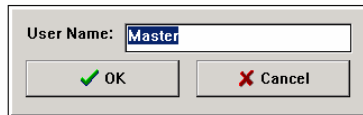


Step 6. After the progress window closes, please click on the “Finish” button. You have now completed the installation process for the ZipForm 4.0 Transaction Viewer.



Step 7. The ZipForm 4.0 File Viewer will open up automatically. If you would like to login and use your forms, please type your username and select “OK”. This will allow you to access your existing transactions from ZipForm 4.0.

To cancel at this point, please click the “Cancel” button.



Congratulations, you have just completed the main installation of your ZipForm 5.0 Network real estate software!

Other Network Installation Considerations

Here are some tips that may help you with configuring your ZipForm 5.0 Network software, after it has been installed.

If you are using Windows NT/2000, the following components of your Windows operating system need to be configured as follows:

- The **REFormsNet** registry key and its' Subkeys, which can be located in the registry path [HKEY LOCAL MACHINE on Local Machine window] HKEY_LOCAL_MACHINE\Software\REFormsNet, needs to be **fully shared** in a networking environment. This means giving **Full Control to Everyone**. Note: The **REFormsNet** key only needs to be shared where the program has been installed. If the main program

directory has been saved to a remote location, that remote computer's registry will not be affected, unless the ZipForm 5.0 installation process has been performed on it.

- The **System** registry key and its' Subkey, **Global**, that can be located in the registry path [HKEY LOCAL MACHINE on Local Machine window] HKEY_LOCAL_MACHINE\Software\System, needs to be **fully shared** in a networking environment. This means giving **Full Control** to **Everyone**. Note: The **System** key only needs to be shared where the program has been installed. If the main program directory has been saved to a remote location, that remote computer's registry will not be affected, unless the ZipForm 5.0 installation process has been performed on it.
- The **ZipForm 5.0** main program directory, and its' contents, needs to be **fully shared** and **Full Control** being given to **Everyone**. This may involve providing **share-level** access to the **parent folders** of **ZipForm 5.0**
- Before installing **Clientinstall.exe** on subsequent **client workstations**, please login to **ZipForm 5.0** and create the users (and their respective user profiles). You may also create a central saving location for transactions, where a **UNC Path** has been given for the folder. A central templates folder may be created, but only a template has been created with the program. A **UNC Path** must also be given for the templates directory in order to be accessed across a network. Note: Configuring the program will create registry information that will propagate from the **Master workstation** to each subservient **Client workstation**.
- When installing **ZipForm 5.0** on each respective **client workstation**, **Clientinstall.exe** must be run from the main program directory after accessing it through **Network Neighborhood**.