

***Sharpdesk™***

***R3.1***

*Installation Guide*  
*Version 3.1.01*

**SHARP®**

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# Table Of Contents

<b>Chapter 1 Introduction</b>	<b>4</b>
Overview of the setup	4
System Requirements	5
<b>Chapter 2 Installing Sharpdesk and Network Scanner Tool</b>	<b>6</b>
Before the setup	6
Launch the setup program	7
View Readme Information	8
View License Agreement	8
Enter Customer Information	9
Enter Program Destination	9
Enter Setup Type	10
Enter Location for Data Files	10
Enter Program Group	11
Finish the Setup	11
<b>Chapter 3 Configure Network Scanner Tool</b>	<b>12</b>
<b>Chapter 4 Configure the Search Index of Sharpdesk</b>	<b>14</b>
Step 1. Set Index Name and Location	15
Step 2. Select the Folders you want in the Index	16
Step 3. Pick File Extensions to include in Index	16
Step 4. Set up the Index Refresh Schedule	17
Step 5. Set the time for Index refreshes.	18
Step 6. Create the Index	19
<b>Using Search</b>	<b>20</b>

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# ***Chapter 1***

## ***Introduction***

This Installation Setup Guide describes how to install the Sharpdesk and the Network Scanner Tool. Sharpdesk helps to utilize the scanned images and your existing documents in your PC. Network Scanner Tool enables your PC to receive scanned images from your SHARP Digital Laser Copier/Printer.

Once Sharpdesk and Network Scanner Tool are installed and configured, the “Scan to Desktop” feature from your SHARP Digital Laser Copier/Printer to your PC is ready to use.

### **Overview of the setup**

The following chapters describe the setup for both Sharpdesk and Network Scanner Tool. Please follow them in order.

Chapter 2: Install Sharpdesk and Network Scanner Tool

Chapter 3: Configure Network Scanner Tool

Chapter 4: Configure the Search Index for Sharpdesk.

**Note:** Before configuring Network Scanner Tool, you need to finish setting up your SHARP Digital Laser Copier/Printer, and it must be online. For more information, please refer to the paper manual attached with the Network Scanner Expansion Kit.

## System Requirements

To successfully install and use Sharpdesk, your system must meet the following minimum requirements:

- **An Intel processor-based PC, Pentium™ (300MHz or better recommended)**
- **Hard disk space:**  
Minimum requirement of Operating System plus additional 300 MB free space at least.
- **SVGA monitor, 800x600 resolution, 256 colors (True Color recommended)**
- **Operating System and Memory:**
  - **Microsoft Windows 98**  
128 MB of RAM for Network Scanner Tool and/or Sharpdesk
  - **Microsoft Windows NT 4.0 Workstation with Service Pack 6 or later**  
128 MB of RAM for Network Scanner Tool and/or Sharpdesk
  - **Microsoft Windows 2000 Professional**  
128 MB of RAM for Network Scanner Tool and/or Sharpdesk
  - **Microsoft Windows Millennium Edition**  
128 MB of RAM for Network Scanner Tool and/or Sharpdesk
  - **Microsoft Windows XP Professional / Home Edition**  
128 MB of RAM for Network Scanner Tool and/or Sharpdesk
- **Internet Explorer 6.0 or later.**  
Sharpdesk will install a minimal version of Internet Explorer 6.0 if this requirement is not available on your system.
- **Installed Network Interface Card**
- **Installed TCP/IP network**
- **An Internet Connection to access Sharp Internet product support sites**

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# ***Chapter 2***

## ***Installing Sharpdesk and Network Scanner Tool***

### **Before the setup**

Be sure to check the system requirements for Sharpdesk and Network Scanner Tool in this Installation Setup Guide and on the information screen during installation.

If your computer does not have Internet Explorer version 6.0 or later installed, the setup program will install a minimal version of Internet Explorer 6.0 on your computer.

The setup program installs Sharpdesk Imaging, overwriting the “Imaging for Windows” that is distributed by Microsoft Corporation and resides in the “accessory” program group. Sharpdesk Imaging is an upward-compatible version of Imaging from Eastman Kodak Company.

The ReadMe file in your language is located in the root directory of the CD-ROM. It describes the latest information about the application programs.

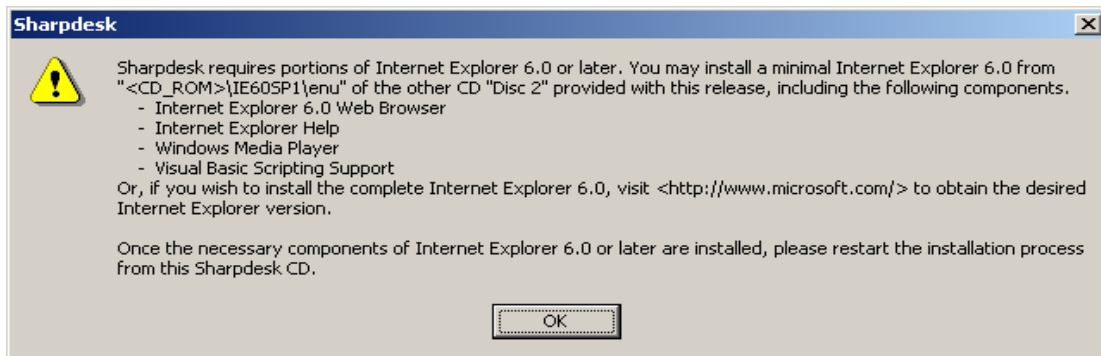
Before installing, please quit any software applications and/or resident programs that are running on your computer.

## Launch the setup program

Insert this CD-ROM into your CD-ROM drive.

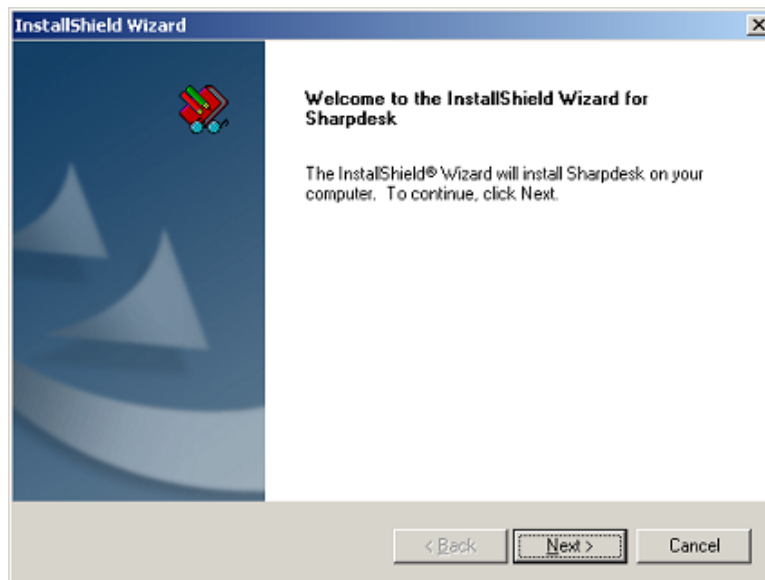
Sharpdesk installation should begin automatically. If it does not start, please select “Run” from the Start menu and enter “R:\Sharpdesk\setup.exe” (substitute the letter of your CD-ROM drive for “R”) and the click “OK”.

If your computer does not have Internet Explorer version 6.0 or later installed, you will be prompted to confirm that you want installer to load the minimal version of Internet Explorer 6.0 included on this CD-ROM set:



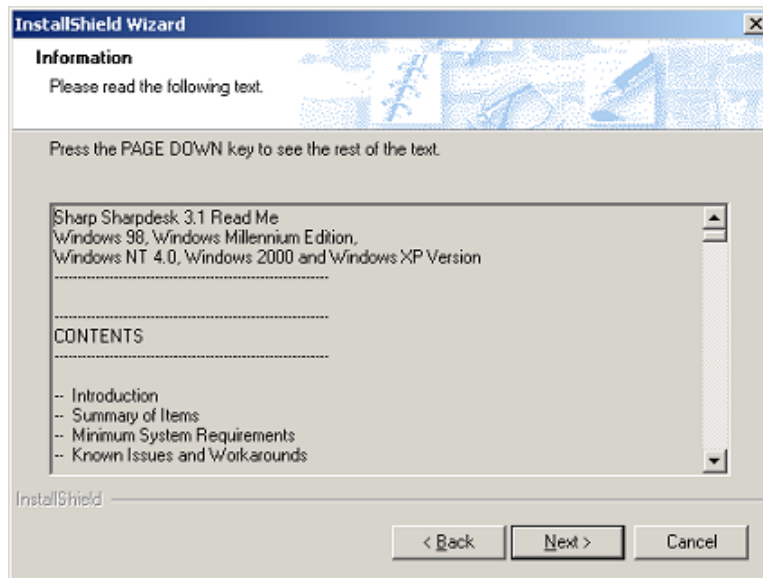
If your computer already has the newer Internet Explorer, or you accept the installation provided with this CD-ROM, the startup screen of Sharpdesk Installer appears.

If you have an International release, the startup screen appears after you select a language.



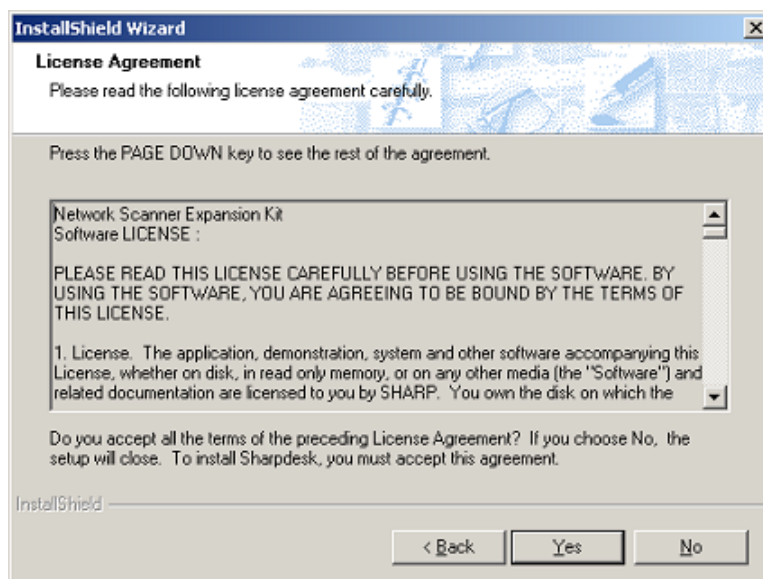
Enter Next to continue with the setup.

## View Readme Information



Enter Next to continue with the setup.

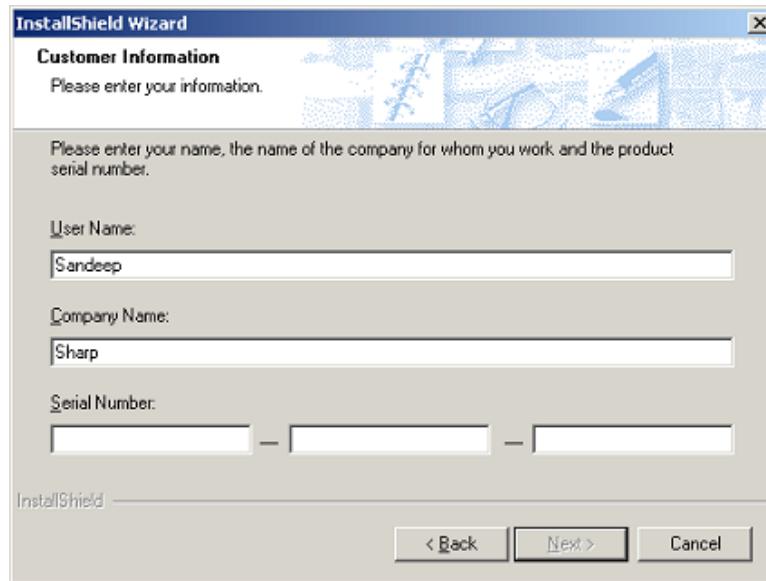
## View License Agreement



Enter Yes to continue with the setup.



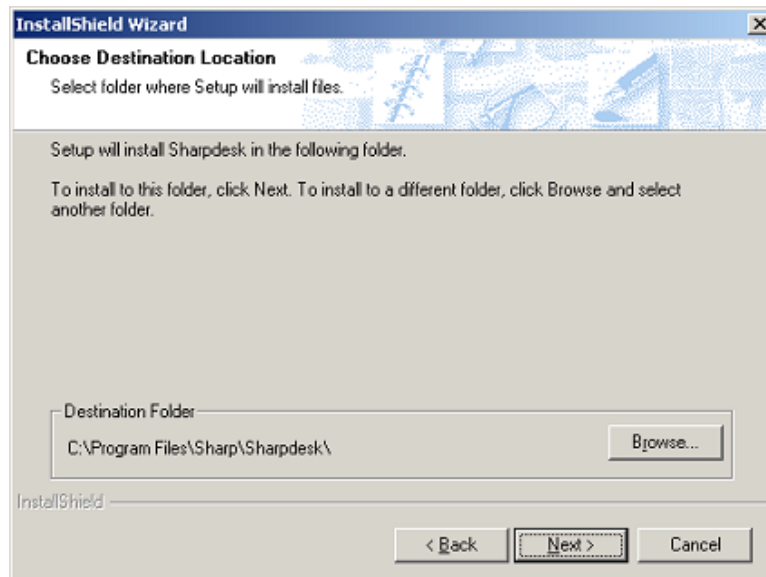
## Enter Customer Information



The screenshot shows the 'InstallShield Wizard' window with the 'Customer Information' step. The window title is 'InstallShield Wizard'. The main heading is 'Customer Information' with the instruction 'Please enter your information.' Below this, a sub-instruction reads: 'Please enter your name, the name of the company for whom you work, and the product serial number.' There are three input fields: 'User Name:' containing 'Sandeep', 'Company Name:' containing 'Sharp', and 'Serial Number:' which is split into three separate boxes separated by dashes. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a dashed border.

Please enter your name and your company or organization name.  
Enter one of the Serial Numbers printed on the paper manual of this Kit.

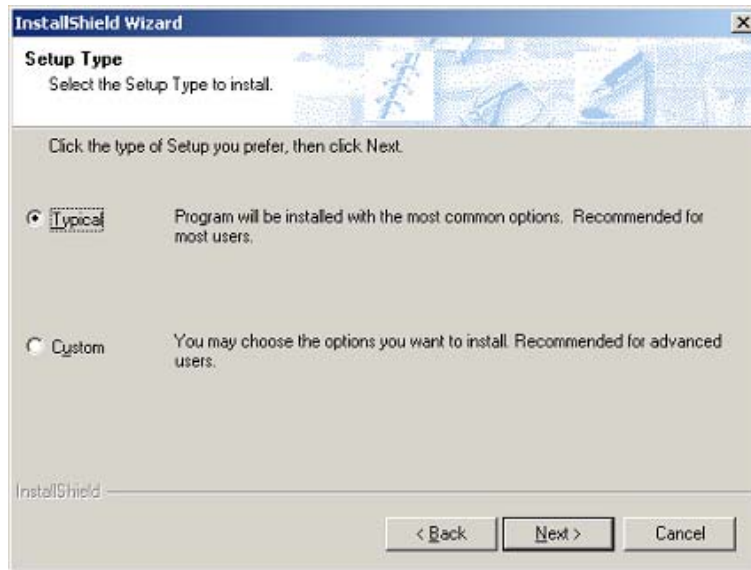
## Enter Program Destination



The screenshot shows the 'InstallShield Wizard' window with the 'Choose Destination Location' step. The window title is 'InstallShield Wizard'. The main heading is 'Choose Destination Location' with the instruction 'Select folder where Setup will install files.' Below this, a sub-instruction reads: 'Setup will install Sharpdesk in the following folder. To install to this folder, click Next. To install to a different folder, click Browse and select another folder.' There is a 'Destination Folder' text box containing the path 'C:\Program Files\Sharp\Sharpdesk\' and a 'Browse...' button to its right. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a dashed border.

The application programs will be installed in the folder indicated in the “Destination Folder” box. If you want to change this folder, click the “Browse” button and pick a new folder. When finished selecting the destination folder, click the “Next” button.

## Enter Setup Type



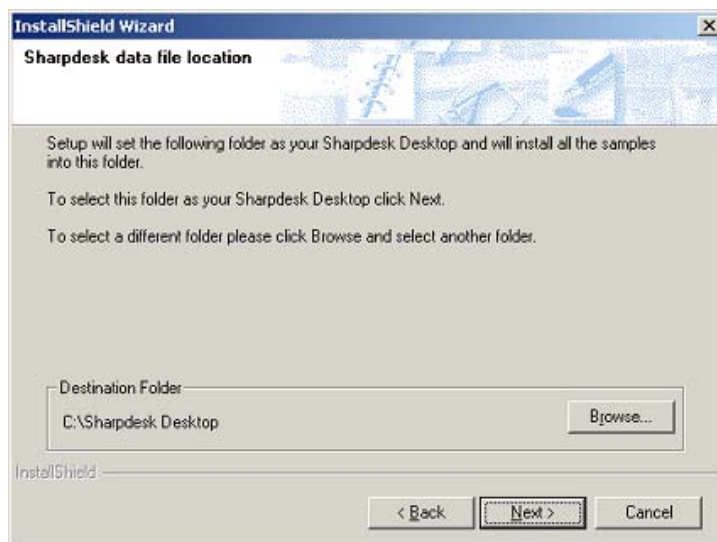
Select “Typical” and push “Next” button if you want Sharpdesk, Sharpdesk Imaging, and Network Scanner Tool to be installed.

Select “Custom” and push “Next” if you want to choose which applications to install:

Sharpdesk

Network Scanner Tool

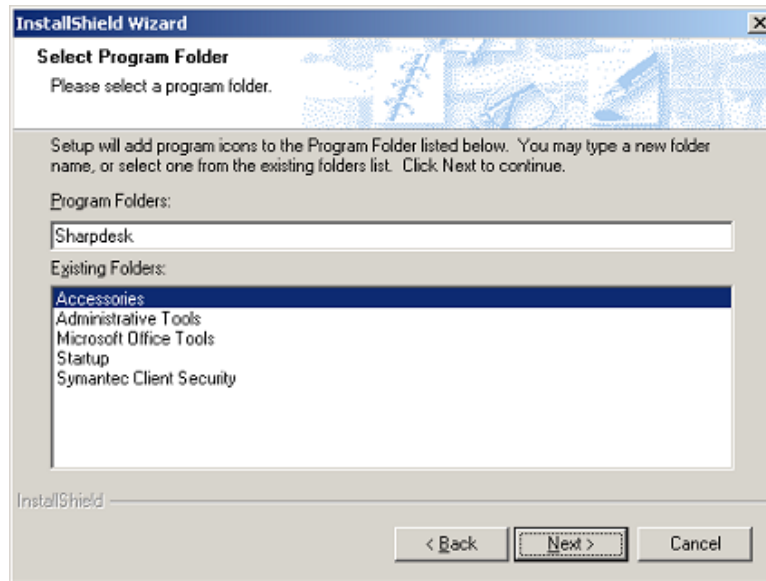
## Enter Location for Data Files



The data files managed by Sharpdesk will be installed in the folder indicated in the “Destination Folder” box. It is the top folder used to manipulate your documents with Sharpdesk. If you want to change this folder, click the “Browse” button and pick a new folder.

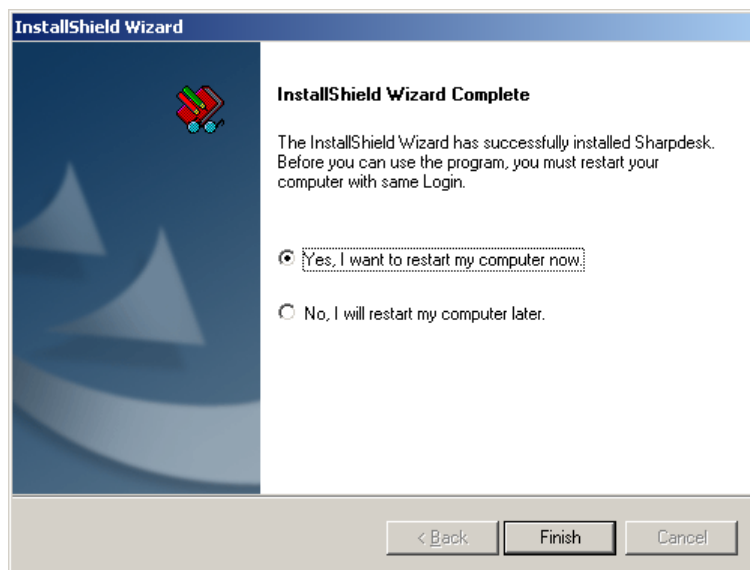
When finished selecting the data file location, click the “Next” button.

## Enter Program Group



Push the “Next” button once you have selected the folder to hold the program icons.

## Finish the Setup



Your PC must be restarted before you can use Sharpdesk, Sharpdesk Imaging, or Network Scanner Tool.

To restart now, select “Yes” and push the “Finish” button. After your computer restarts, the Wizards to configure Network Scanner Tool and the Search Index will start automatically.

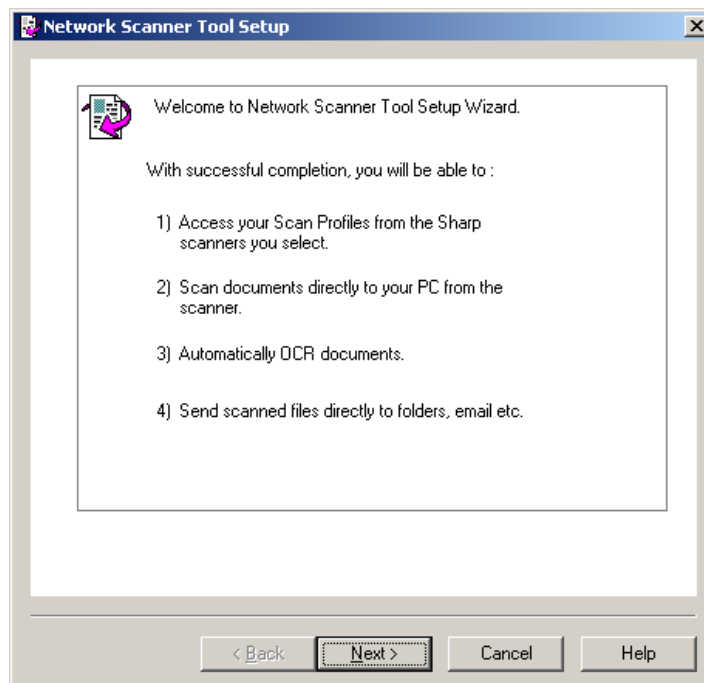
To restart later, select “No” and push the “Finish” button. Sharpdesk, Sharpdesk Imaging, and Network Scanner Tool will not be ready to use until after the restart. The Wizards will run automatically to complete the installation whenever you decide to restart.

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## Chapter 3

# Configure Network Scanner Tool

After the Sharpdesk installer finishes and you restart your PC, the Wizard to configure Network Scanner Tool begins:



**First screen of the Network Scanner Tool Wizard**

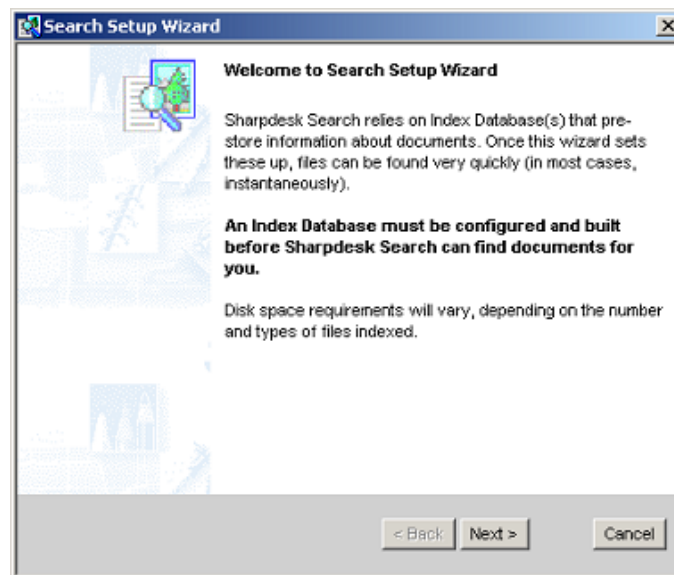
If you skip this Wizard, Network Scanner Tool will not be ready to use. However, you can start this Wizard later by executing the "Network Scanner Configuration Tool" in the "Sharpdesk" program group of "Start- menu". Once the Wizard has been run once, it will not run again. The Wizard interacts with your SHARP Digital Laser Copier/Printer(s). Make sure the configuration of your network environment and the Copier/Printer(s) is complete before starting this Wizard. For more information on configuring the network, copiers, and the Wizard's instructions, please refer to the Network Scanner Tool User's Guide.

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# Chapter 4

## Configure the Search Index of Sharpdesk

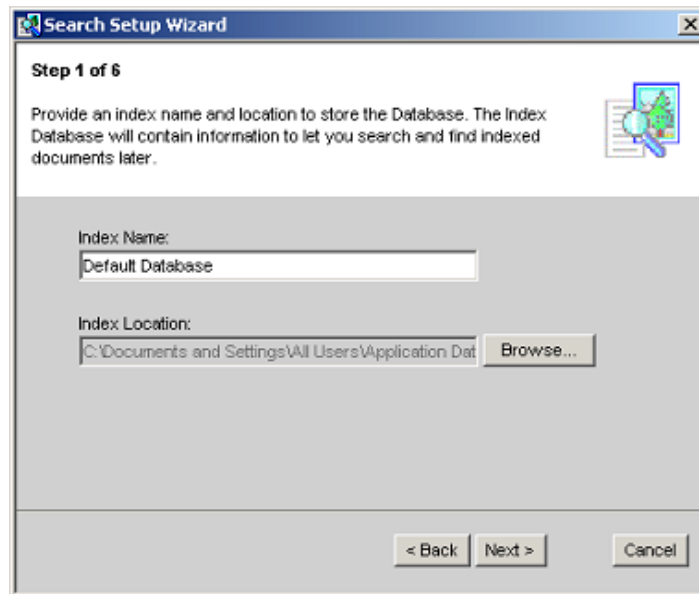
After the Wizard for Network Scanner Tool finishes, the Wizard to setup the Search Index of Sharpdesk begins:



Click “Next” when you are ready to continue. The rest of this Chapter describes the steps the Wizard will take you through.

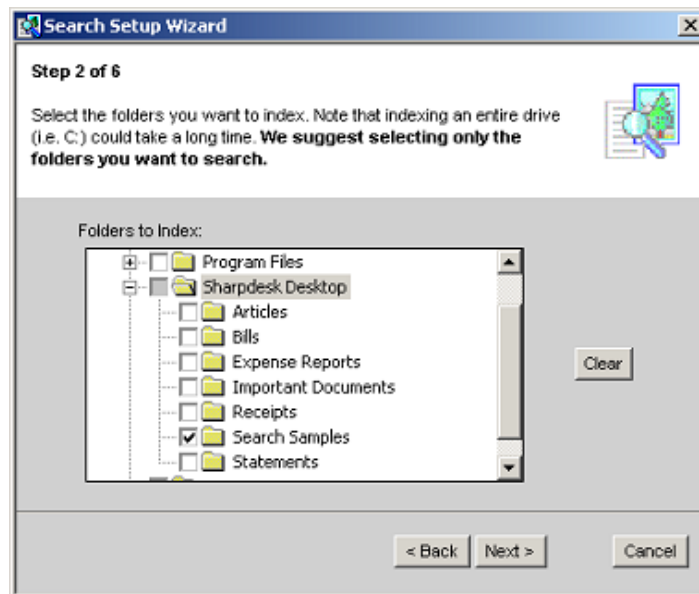
If you “Cancel” this Wizard, the Search feature of Sharpdesk will not be ready to use. You need to create at least one index before using the Search feature. Please refer the “Setting up an Index” in the “Sharpdesk User’s Guide” to create new Index.

## Step 1. Set Index Name and Location



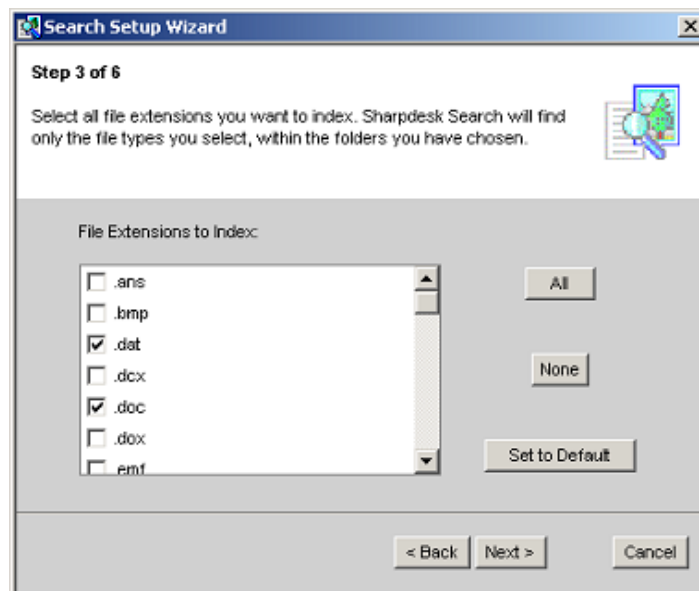
This screen defines the name the index will have and where it will be stored on your PC. Click **Next** to take the default name and location (recommended). If you know how you want your search indexes to be configured, you may enter an Index Name (up to 39 characters) of your own choosing. To select an index location other than the default, click Browse, navigate to the desired location and click OK. After entering the information, click **Next**.

## Step 2. Select the Folders you want in the Index



This screen selects the folder(s) you want to include in the index. The default folder is Search Samples under Sharpdesk Desktop and is provided with Sharpdesk. You may select other folders as well by clicking their respective checkbox. Clicking a checked box a second time will reset the check. To clear all your selections, click **Clear**. After making your selections, click **Next**.

## Step 3. Pick File Extensions to include in Index

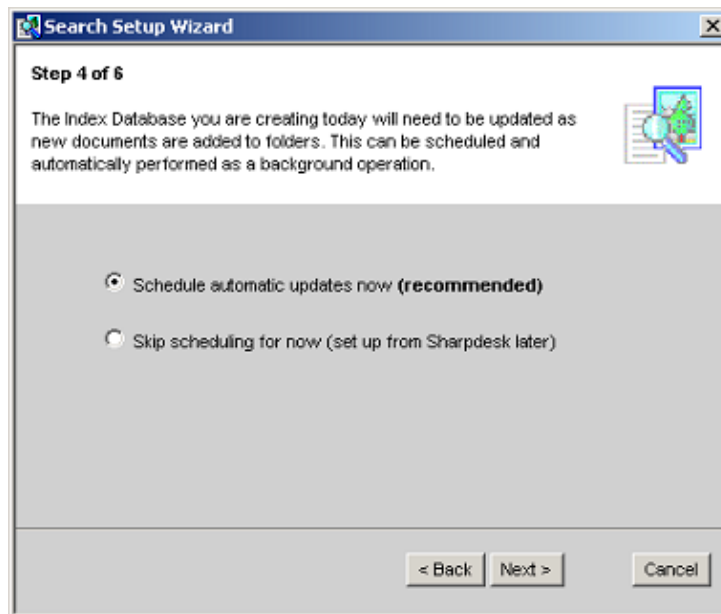


This screen selects the file extensions that will be indexed within the folder(s) selected in Step 2, making them 'visible' to Search. By default, the following file extensions are selected: .dat, .doc, .sdf, .tif, .txt, .wpd, .wps, .xls, .htm, .pdf, .rtf, .ppt.



Check additional extensions you want to include and uncheck those extensions you do not want to include. To undo all entries, click **None**. To select all the extensions, click **All**. After making your selections, click **Next**.

## Step 4. Set up the Index Refresh Schedule

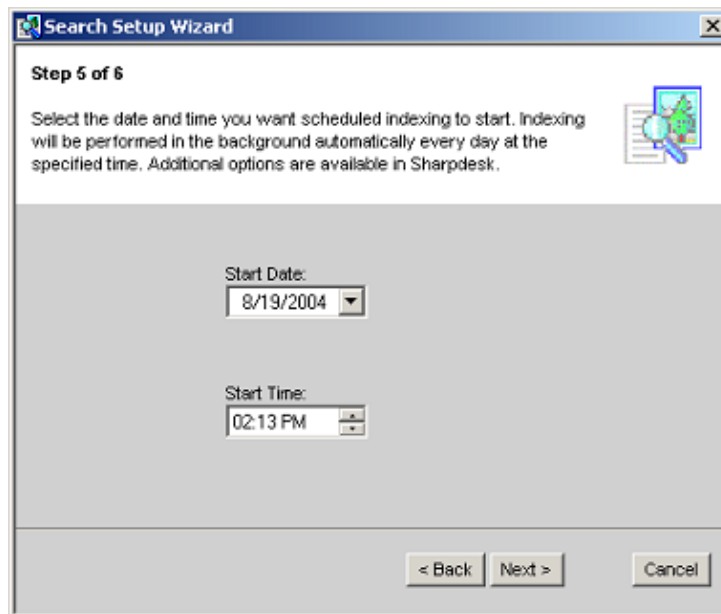


The Search Index you are creating will contain entries for all files with the selected Extensions, residing within the selected Folders, **present at the time the index is created**. If you add files to the folders after the index is created, they will not be 'visible' to Search until the indexes are updated. This step of the Wizard sets up a schedule when the indexes will be refreshed with the contents of any new files added to the folders covered by the indexes.

To take the default setting (Schedule automatic updates now), click **Next**.

You may defer the schedule setup until later by clicking on the 'Skip scheduling...' radio button and then clicking **Next**. This action will skip the next step.

## Step 5. Set the time for Index refreshes.



Click the drop-down arrow to display a calendar. Use the Left and Right Arrows to select the month you want a scheduled index to begin, and then click on the day.

Click on the Hour and use the Up/Down arrows to select the desired start time.

Click on the Minutes and use the Up/Down arrows to select the desired start time.

Click on the Time of Day indicator and use the Up/Down arrows to select AM or PM.

Click **Next**.

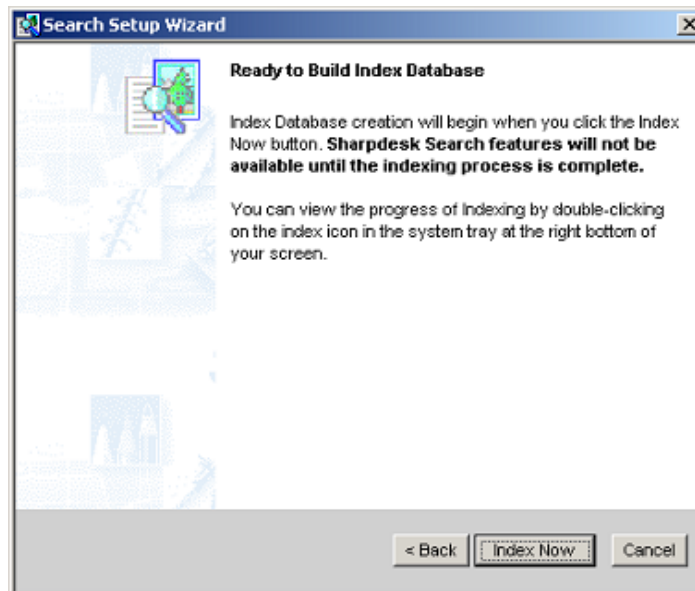
## Step 6. Create the Index



To build the index database now, click **Next**.

To build the index database later, select the 'Skip building Index...' radio button and click **Next**.

Ready to Build Index Database screen displays.



Click **Index Now**. The Index Wizard will begin to build the index database while you complete the installation process.

## Using Search

Once the rest of the installation has completed AND the search index job has completed, you may use the Search feature of Sharpdesk to find files based on your indexes. For more information on using Search, please review Chapter 5 Searching with Sharpdesk in the Sharpdesk User's Guide.