

Change Path

Change the specified directory. When you change this directory, Install places the highlighted file, and all other features that use the currently specified directory, in the directory you name. To view the default directories for different features, highlight the feature on the Customize dialog box. All features specified on an individual tab may not use the same directory.

You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive where Install copies the highlighted file, select a drive from the drop-down box.
Install tells you how much space is available on that drive.
2. To change the directory, type the directory in the Directory box.
3. Click OK.

Specify Distribution Directory

Specify the drive and directory where you want to copy the compressed DocOnline files. Users will run Install from this drive and directory. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select a drive.

Install tells you the amount of space needed to install DocOnline on the drive you select, and the amount of space that will be left on that drive after the DocOnline files have been transferred. If you select a drive that doesn't have enough space to install DocOnline, a negative number appears next to "Space remaining on drive after transfer."

2. Type the directory where you want to copy the files.
3. Click Next.

Confirm Names

Be sure you entered your name and your company name correctly. If you are planning to install DocOnline on a file server, the User Name appears dimmed.

To continue Install, click Yes.

To correct the names, click No. Install returns to the Welcome to the DocOnline Install Program dialog box. You can correct the names there. If "Install on a file server" is checked, you must uncheck it before you can change the names.

Consolidate Lotus Shared Tools Directory

There are Lotus shared tools on your hard drive in directories other than the Lotus Shared Tools directory. Install needs to move all the Lotus shared tools on your hard drive to one directory, named COMPNENT.

Specify the drive and directory where you want to copy the Lotus Shared Tools.

1. Select a drive.

Install tells you how much space is available on that drive.

2. Type the directory where you want to copy the Lotus shared tools.

Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) in your Windows directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.

3. Click Next.

Customize

Select the features you want to install.

1. To select the group of features you want to customize, click the tab for that group.

By default, some features on each tab are selected, while others may not be.

If an X appears in the check box next to the feature, that feature will be installed. If the check box is empty, that feature will not be installed.

2. Click the check box next to each feature you want to add to, or remove from, the installation list.

The description text box contains a description of the currently highlighted feature.

In some cases, several items may be listed as part of a group under a main item. If you remove the check mark next to the main item, all the check marks are also removed from next to the sub-items. If you select only one sub-item, a check mark also appears next to the main item. However, only the checked items will be installed.

As you add or remove items from the install list, the amount of space required changes accordingly. The number next to "Space needed for selected features" shows the space required to install all selected features.

The number next to "Space available on selected drive" shows you how much space is available on the selected drive.

3. (Optional — for Standalone Install only) To change the drive or directory where you want to install DocOnline, click Change Path.

Note If you perform a Standalone Install to add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

4. Click Next.

File Server Install or Network Distribution

Specify how you want to install DocOnline on your server.

1. Select the type of install.

If you want users to run Node Install, which leaves most of the DocOnline files on the file server and does not copy them to the user's hard disk, select File Server Install.

If you want users to run a complete Install and copy all DocOnline program files to their hard disk, select Network Distribution Install.

2. Click Next.

{button ,AL(^H_CI_DISK_COPY_METHOD_RT;H_CI_OVERVIEW_DIST;H_CI_OVERVIEW_NODE;H_CI_OVERVIEW_SRV;0)} [See related topics](#)

Exit Install

You chose to exit Install before the installation was complete. Install has not copied the files necessary to run DocOnline to your hard disk or file server.

To continue Install, click No. Install returns to the previous dialog box.

To exit Install, click Yes. You must run Install again to run DocOnline.

Specify Lotus Shared Tools Directory

Specify the drive and directory where you want to copy the Lotus shared tools. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select a drive.

Install tells you how much space is available on that drive.

2. Type the directory where you want to copy the Lotus shared tools.

Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) in your Windows directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.

3. Click Next.

Location of Lotus Shared Tools Drive on File Server

Specify the network drive where your network administrator put the Lotus Shared Tools directory. The Lotus Shared Tools directory contains files for tools shared by your Lotus applications, such as Spell Checker.

1. To change the drive that contains the Lotus Shared Tools directory, select a drive from the Drive drop-down box.
2. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Node Options

Choose whether you want to install on your hard disk the features your network administrator has made available. You can still use features you don't copy to your hard disk, but you will use the copy on the network. However, features copied locally may run faster.

1. To install the features on your hard disk, select the "Copy features to hard disk" check box.
2. Click Next.

Personal Directory

Specify where you want to install the Lotus files on your hard disk. Lotus files include configuration files for your Lotus applications.

You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the drive where you want to put your personal directory.
Install tells you how much space is available on that drive.
2. Type the directory where you want to put the Lotus files in the Personal Directory text box.
3. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Personal Directory and Node Install Options

Specify where you want to install the Lotus files on your hard disk (Lotus files include configuration files for your Lotus applications). Choose whether you want to install on your hard disk the features your network administrator has made available. You can still use features you don't copy to your hard disk, but you will use the copy on the network. However, features copied locally may run faster.

You can also click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the drive where you want to put your personal directory.
Install tells you how much space is available on that drive.
2. Type the directory where you want to put the Lotus files.
3. To copy the features your network administrator has made available, select the "Copy features to hard disk" check box.
4. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Overview: Distribution Install

This Install program installs compressed DocOnline files on a network file server so that network administrators or users can run a Standalone, File Server, or Distribution Install from install source on the network. It allows you to:

- Enter your name and company name.
- Select how you want to install DocOnline on your file server.
- Specify the drive and directory where you want to copy the compressed DocOnline files.

Overview: Node Install

This Install program installs DocOnline files on a network node for one user. It allows you to:

- Enter your name.
- Specify the location of the files on your hard disk.
- Specify the file server on which the shared tools are located.

Overview: File Server Install

This Install program installs DocOnline on a network server. Users then perform a Node Install to run the product on a network. It allows you to:

- Enter your name and company name.
- Select how you want to install the DocOnline files on your file server.
- Select the features node users can copy to their hard disks.

Overview: Standalone Install

This Install program installs DocOnline on a single computer for one user. It allows you to:

- Enter your name and company name.
- Select the location of the files on your hard disk.
- Select only the features you want to install.

Paradox Network Information

You can access Paradox tables on a network.

1. Select the "Access Paradox tables on the network" check box if you plan to access Paradox tables on a network.
2. If you share Paradox tables with other users on a network:
 - Select the "Share tables with other users" check box.
 - Type the drive and path of PARADOX.NET (for example, P:\PDOXDATA) in the text box.
3. Click Next.

Specify Main Lotus Directory

Specify the drive and directory where you want Install to create the main Lotus directory. Install creates the appropriate subdirectories (such as Work, Samples, Backup, etc.) and copies all DocOnline files into the correct directory.

Note It is strongly recommended that you specify the same main Lotus directory each time you install a Lotus product. This way, you will be able to easily identify all the files associated with each Lotus product, and will not copy duplicate versions of a file when you install the next Lotus product.

You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive for the main Lotus directory, select a drive from the Drive drop-down box.
Install tells you how much space is available on that drive.
2. To change the main Lotus directory, type the directory in the Directory text box.
3. Click Next.

You can change individual subdirectories when you select the Customize option.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Select Program Folder

Select the program folder where you want Install to copy the DocOnline files. If this is the first time you have installed a Lotus product, you may want to create a new folder.

In some cases, you may want to remove a folder. For example, you may have misspelled the folder name and not noticed it until after you created it. You can remove any folder you created during this session of Install. You cannot reorganize your entire folder structure at this point.

To create a new folder

1. Select the folder under which you want to create the folder into which Install copies the DocOnline files, or accept the default.
2. Click New Folder.
A new folder appears, with the name "New Folder."
3. Rename the new folder by typing a name in the Folder Name text box.
4. Click Next.

To remove a folder

1. Select the folder you want to remove.
2. Click Remove Folder.

Select Program Group

Select the Windows program group where you want Install to place the DocOnline application icons.

To place the application icons in an existing program group

1. Select the program group from the list box.
2. Click Next.

To create a new program group

1. Type the name for the new program group in the Name text box.
2. Click Next.

SQL File Name

1. Type the name of the network server where the SQL server is installed.
2. Click Next.

Specify Lotus Shared Tools Directories

Specify the drives and directories where you want to copy the Lotus shared tools. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drives or directories you choose.

For Freelance Graphics, Word Pro, Approach, and SmartCenter Shared Tools

1. Select a drive from the top Drive drop-down box.
Install tells you how much space is available on that drive.
2. Type the directory where you want to copy the Lotus shared tools in the top Directory text box.
Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) in your main Lotus directory. Do not put COMPONENT in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.
3. Click Next.

For 1-2-3, Organizer, and ScreenCam Shared Tools

1. Select a drive from the bottom Drive drop-down box.
Install tells you how much space is available on that drive.
2. Type the directory where you want to copy the Lotus shared tools in the bottom Directory text box.
Note Do not specify a UNC path or use long directory names.
Lotus strongly recommends that you put the Lotus Shared Tools directory (LOTUSAPP) in your main Lotus directory. Do not put LOTUSAPP in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.
3. Click Next.

Note If you have a LOTUSAPP directory for applications that you will continue to use, you can specify that directory at this time. However, if you later delete that directory, you must reinstall the current version of 1-2-3, Organizer, or ScreenCam.

Node User Feature Access

Select the features that you want to allow your node users to copy from the file server to their own hard disks. Node users could run all features from the copy of DocOnline on the file server, but a local copy may run faster.

1. To allow node users to copy a feature, select the check box for that feature.
2. Click Next.

Install Complete

You have successfully installed this product. However, some of the system files this product installs were in use when Install copied the files to your machine.

When you reboot your machine, the new versions of these files will be copied to the correct location on your machine. Until you reboot, this product will not run correctly.

If you choose to reboot now, you'll have an opportunity to save any unsaved work in your open applications.

To reboot now, click Yes.

To continue with the Install program, click No. You must reboot before you can run this product.

DocOnline Directory

Specify the drive and directory where you want to put the DocOnline files on your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive where Install copies the DocOnline files, select a drive from the Drive drop-down box. Install tells you how much space is available on that drive.
2. To change the DocOnline directory, type the directory in the DocOnline Directory text box.
3. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & Directories

Select the type of install, and specify the drives and directories where you want to put the DocOnline files and the Lotus shared tools that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Choose the type of install: Default features or Customize features.

Note If you choose Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the main DocOnline product files, select a drive from the first Drive drop-down box.

Install tells you how much space is available on that drive.

3. To change the main DocOnline product directory, type the directory in the DocOnline Directory text box.

4. To change the drive where Install copies additional DocOnline files, select a drive from the second Drive drop-down box.

Install tells you how much space is available on that drive.

5. To change the DocOnline subdirectory, type the directory in the DocOnline Directory2 text box.

6. To change the drive where you want to put the Lotus shared tools, select a drive from the third Drive drop-down box.

Install tells you how much space is available on that drive.

7. To change the Shared Tools directory, type the directory in the Lotus Shared Tools Directory text box.

Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) under your main Lotus product directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.

8. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & DocOnline Directory

Select the type of install and specify the drives and directories where you want to put the DocOnline files that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the type of install: Default features, Minimum features, or Customize features.

Note If you select Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the main DocOnline product files, select a drive from the first Drive drop-down box.

Install tells you how much space is available on that drive.

3. To change the main DocOnline product directory, type the directory in the DocOnline Directory text box.

4. To change the drive where Install copies additional DocOnline files, select a drive from the second Drive drop-down box.

Install tells you how much space is available on that drive.

5. To change the DocOnline subdirectory, type the directory in the DocOnline Directory2 text box.

6. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & DocOnline Directory

Select the type of install and specify the drives and directories where you want to put the DocOnline files that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the type of install: Default features or Customize features.

Note If you select Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the main DocOnline product files, select a drive from the first Drive drop-down box.

Install tells you how much space is available on that drive.

3. To change the main DocOnline product directory, type the directory in the DocOnline Directory text box.

4. To change the drive where Install copies additional DocOnline files, select a drive from the second Drive drop-down box.

Install tells you how much space is available on that drive.

5. To change the DocOnline subdirectory, type the directory in the DocOnline Directory2 text box.

6. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

DocOnline and Shared Tools Directories

Specify the drives and directories where you want to put the DocOnline files and the Lotus Shared Tools on your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive where Install copies the DocOnline files, select a drive from the Drive drop-down box. Install tells you how much space is available on that drive.
2. To change the DocOnline directory, type the directory in the DocOnline Directory text box.
3. To change the drive where you want to put the Lotus shared tools, select a drive from the third Drive drop-down box. Install tells you how much space is available on that drive.
4. To change the Shared Tools directory, type the directory in the Lotus Shared Tools Directory text box. Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) under your main Lotus product directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.
5. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & Directories

Select the type of install, and specify the drives and directories where you want to put the DocOnline files and the Lotus shared tools that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Choose the type of install: Default features or Customize features.

Note If you choose Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the DocOnline files, select a drive from the first Drive drop-down box. Install tells you how much space is available on that drive.

3. To change the DocOnline directory, type the directory in the DocOnline Directory text box.

4. To change the drive where you want to put the Lotus shared tools, select a drive from the second Drive drop-down box.

Install tells you how much space is available on that drive.

5. To change the Shared Tools directory, type the directory in the Lotus Shared Tools Directory text box.

Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) under your main Lotus product directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.

6. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & DocOnline Directory

Select the type of install and specify where you want to put the DocOnline files that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the type of install: Default features, Minimum features, or Customize features.

Note If you select Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the DocOnline files, select a drive from the Drive drop-down box. Install tells you how much space is available on that drive.
3. To change the DocOnline directory, type the directory in the DocOnline Directory text box.
4. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Install Options & DocOnline Directory

Select the type of install and specify where you want to put the DocOnline files that Install copies to your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. Select the type of install: Default features or Customize features.

Note If you select Customize features and later decide that you want to add a feature you did not install, you must run Install again.

2. To change the drive where Install copies the DocOnline files, select a drive from the Drive drop-down box. Install tells you how much space is available on that drive.
3. To change the DocOnline directory, type the directory in the DocOnline Directory text box.
4. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

DocOnline Directory

Specify the drives and directories where you want to put the DocOnline files on your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive where Install copies the main DocOnline product files, select a drive from the first Drive drop-down box.
2. To change the main DocOnline product directory, type the directory in the DocOnline Directory text box.
3. To change the drive where Install copies additional DocOnline files, select a drive from the second Drive drop-down box.
4. To change the DocOnline subdirectory, type the directory in the DocOnline Directory2 text box.
5. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

DocOnline and Shared Tools Directories

Specify the drives and directories where you want to put the DocOnline files, and the Lotus Shared Tools on your hard disk. You can click Browse to search the drives and directories to which you have access. You must be able to write to the drive or directory you choose.

1. To change the drive where Install copies the main DocOnline product files, select a drive from the first Drive drop-down box.

Install tells you how much space is available on that drive.

2. To change the main DocOnline product directory, type the directory in the DocOnline Directory text box.

3. To change the drive where Install copies additional DocOnline files, select a drive from the second Drive drop-down box.

Install tells you how much space is available on that drive.

4. To change the DocOnline subdirectory, type the directory in the DocOnline Directory2 text box.

5. To change the drive where you want to put the Lotus shared tools, select a drive from the third Drive drop-down box.

Install tells you how much space is available on that drive.

6. To change the Shared Tools directory, type the directory in the Lotus Shared Tools Directory text box.

Lotus strongly recommends that you put the Lotus Shared Tools directory (COMPONENT) in your main Lotus product directory. Do not put the Lotus Shared Tools directory in any application's directory because if you later delete that application, you will no longer be able to run your Lotus applications.

7. Click Next.

Note If you add another language to your copy of DocOnline, you cannot change the drive or directory. The files for the new language will be installed with the existing copy of DocOnline.

Welcome to the Lotus DocOnline Install Program

Names you enter in this dialog box become permanent and visible parts of your copy of DocOnline. You will see these names every time you start DocOnline, so be careful to type them correctly. You cannot change the names once they are recorded.

1. Type your name.

You can ignore this field if you plan to install this version of DocOnline on a file server.

2. Type your company name.

If you do not have a company name, type your name a second time.

If you install this version of DocOnline on a file server, the name you enter in this field will be used whenever a user runs a Node Install.

3. If you are a network administrator installing DocOnline on a network file server, select the "Install on a file server" check box. Installing on a file server means either users can run the program from the server (File Server Install), or they can install a standalone copy of the program from the server (Distribution Install). You make this choice later in the Install program.

When you select this check box, the name you entered in the "Your name" text box is dimmed.

4. Click Next.

{button ,AL('H_CI_WELCOME_RT;H_CI_OVERVIEW_DIST;H_CI_OVERVIEW_NODE;H_CI_OVERVIEW_SRV;H_CI_OVERVIEW_STANDARD;');0)} [See related topics](#)

Welcome to the Lotus DocOnline Install Program

Names you enter in this dialog box become permanent and visible parts of your copy of DocOnline. You will see these names every time you start DocOnline, so be careful to type them correctly. You cannot change the names once they are recorded.

1. Type your name.
2. Type your company name.
If you do not have a company name, type your name a second time.
3. Click Next.

{button ,AL('H_CI_WELCOMENOSRV_RT;H_CI_OVERVIEW_STANDARD;','0)} [See related topics](#)

Welcome to the Lotus DocOnline Install Program

The name you enter in this dialog box becomes a permanent and visible part of your copy of DocOnline. You will see this name every time you start DocOnline, so be careful to type it correctly. You cannot change it once it is recorded.

1. Type your name.
2. Click Next.

{button ,AL(^H_CI_WELCOME_RT;H_CI_OVERVIEW_DIST;H_CI_OVERVIEW_NODE;H_CI_OVERVIEW_SRV;H_CI_OVERVIEW_STANDARD;';0)} [See related topics](#)

