# Setup Guide

## for Windows 95/98/NT

# StarOffice 5.1

Sun Microsystems, Inc.

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# Table of Contents


Registration.....1

**How to Register - Overview .....1**

After installation of your StarOffice .....1
Registering as a StarOffice User.....1
Registration Dialog .....1

Installing StarOffice .....3

**General Installation Tips .....4**

**Contents of the Installation CD .....4**

Single User Installation .....5

**Installation Requirements .....5**

**Starting the Single User Installation Setup Program .....5**

**The Setup Dialogs .....6**

**Selecting the installation directory .....10**

**Selecting Custom Installation Components .....10**

Network Installation .....15

**Installation Requirements on the Network Server .....15**

**Starting the Setup Program on the Network Server .....15**

**Dialogs in the Setup Program .....16**

**Selecting the installation directory .....19**

User Installation .....23

**Requirements for the User Installation .....23**

**Starting the Setup Program by the User .....23**

**The Setup Dialogs .....24**

**Selecting the installation directory .....27**

Appendix.....31

**Java Runtime Environment Installation .....31**

**Modifying the installation .....34**

Modify .....34
Repair .....35
Deinstallation .....35

**Parameters for the Setup Program .....36**

# Registration

## How to Register - Overview

Thank you for choosing StarOffice! For the exact license details of StarOffice, read the enclosed license document. Please note: StarOffice is neither Freeware nor Shareware!

During the Setup program, the license agreement will appear on your screen. Please read it carefully and then click the ACCEPT button in the installation dialog if you agree with the conditions and decide to install StarOffice.

### After installation of your StarOffice

After installation of your StarOffice you can enter your user data unter TOOLS - OPTIONS - GENERAL - USER DATA. This data can be altered at any time. Every time you start StarOffice you will also be asked in a dialog if you wish to have yourself registered as StarOffice user.

### Registering as a StarOffice User

Your registration as a StarOffice user is carried out exclusively online. You have the following two registration possibilities:

- Select the function HELP - REGISTRATION. You will immediately access a website containing the registration form.
- After starting your StarOffice you will be asked by dialog if you wish to have yourself registered as a StarOffice user. If you select the dialog option REGISTER NOW you will immediately access the registration form.

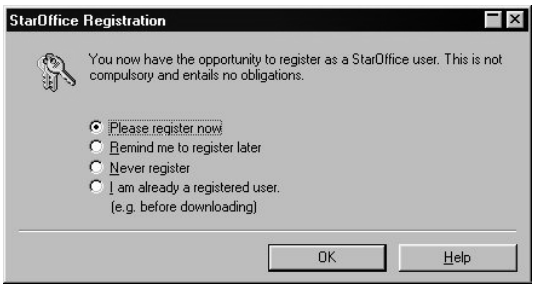
After registering we will send you a user name and a password which can be used to alter your registration data at any time. Of course, it doesn't need to be mentioned that Sun Microsystems will use the data sent to them for internal purposes only and will not pass any information on to third parties.

### Registration Dialog

A dialog containing the options for having yourself registered as a StarOffice user will appear when StarOffice has been started:

- PLEASE REGISTER NOW directly accesses the website www.sun.com/staroffice/registration where you can register as a StafOffice user.

- REMIND ME TO REGISTER LATERwill show the registration dialog after each StarOffice start and thus offers you the possibility of registering as a StarOffice user at a later date..
- NEVER REGISTERmeans that the registration dialog will no longer be displayed when StarOffice is started. By using the functionHELP - REGISTRATION,however, you are able to register as a StarOffice user at any time.
- I AM ALREADY A REGISTERED USERalso means that the registration dialog will no longer appear whenever StarOffice is started. This may be the case if you already registered as a user when downloading StarOffice or if you wish to reinstall your StarOffice at a time after having registered. Your registration data can be changed at any time by using the function HELP - REGISTRATION



# Installing StarOffice

The installation of StarOffice has been planned to be carried out in easy-to-follow steps.In this section you will learn how to proceed and what you need to watch out for. At the end of this section you will find an explanations on how to modify your StarOffice installation.

The following section contains information about installing StarOffice as a Single User version or as a Network version. Please note that if you are installing a network then you must have a license for each user. For more information about purchasing network licenses contact the Sun Microsystems Sales department.

| Installation Type | Purpose |
|---|---|
| SINGLE-USER INSTALLATION | StarOffice is to be used on one computer only and with one user at a time. |
| NETWORK INSTALLATION | The entire installation of all components results from a network server. All individual user installations are based on this network installation. This installation is also known as Server Installation. |
| USER INSTALLATION | The installation for a single user on the network. The server ('s Network Installation) loads some components at runtime; the particular configuration and user-related files are stored on the user's area. The User Installation is also known as Workstation Installation. |

For the single-user installation you have to login as an ordinary user on your operating system. Then you should install StarOffice in a sub-directory of the user's home directory.

The administrator in the Network Installation first installs StarOffice on a Network volume (Server Installation). After that every user can install any file in its own home directory (User Installation). (An administrator can also login as an ordinary user and install 'his' StarOffice USER INSTALLATION. However, it is strongly recommended NOT TO RUN StarOffice from the server installation).

## General Installation Tips

You'll find important tips for the installation in the readme.txt files on the installation's CD. There is a readme.txt file in the CD's base directory and resp. in the platform specific directions in the office51 sub directory. We strongly recommend that you read the latest installation notes in the README file on the CD. The file contains the very latest information, that has only been available after the printed manual was produced.

- Insert the StarOffice 5.1 CD in your CD-ROM drive.

At any time, you can exit the installation using the CANCEL button. Of course, StarOffice will not run if you cancel the installation.

## Contents of the Installation CD

The current StarOffice can be installed with a CD-ROM that supports only one platform. This exists in the /office51 directory. The names of the multi platforms CDs read as follows:

- Windows version: \windows\office51
- OS/2 version: os2\office51
- Linux version: linux/office51
- Solaris Sparc version: solaris/office51
- Solaris X86 version: solarisi/office51

Under Windows 95/98, you can find the StarOffice 5.1 version as follows:

```
X:\windows\office51 ( multi platform-CDs) oder
X:\office51
(X represents the placeholder for the drive letter of
your CD drive)
```

# Single User Installation

This version is suitable if you want to use StarOffice on a stand-alone computer for one or more users with their individual configuration (one user at a time).

## Installation Requirements

Depending on the selected options, you will need anywhere from 110 to 140 MB free space in the directory where you install StarOffice. Some additional space (20 MB) is required during the installation for temporary files, which are automatically deleted after the installation is complete.

## Starting the Single User Installation Setup Program

Login to the system with your user name (not as administrator).

If you have already installed a previous version of StarOffice, check if the .sversion.ini file can be found in your Windows. This file indicates the path and version number of the installed StarOffice version. If the installation you intend to run has the same version number, a new installation can only be run after the previous has been deinstalled.

Run the executable Setup.exe file from the correct directory (where the setup program is located) on the installation CD.

You can use the Windows Explorer to run the setup program. In order to to pass the setup program one of the optional parameters, you can use the Start menu in the Windows task bar (START - EXECUTE...). Enter the following command (alternatively, you can use the BROWSE... button to find (enter) the correct path to the file):

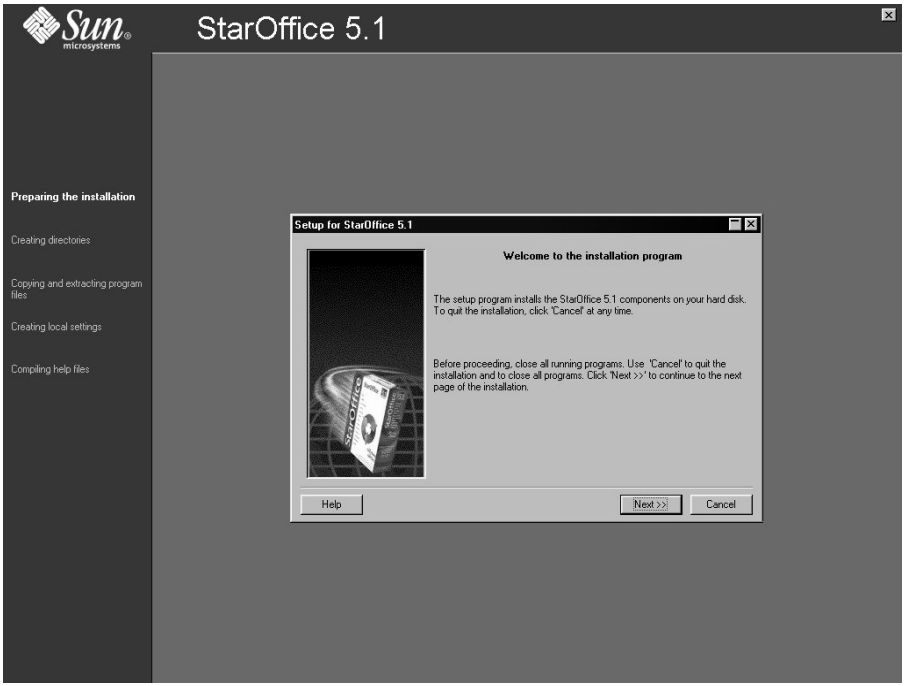
```
X:\windows\office51\setup.exe
X is the (kind of) placeholder for your CD ROM drive
letter
```

You can run the Single User installation without passing parameters, only the Network Installation requires such optional strings.

Now the setup program is initialized and started.

# The Setup Dialogs

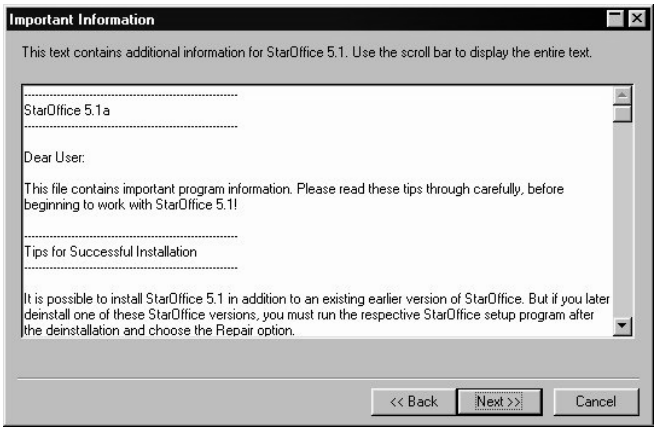
First, you will see a license agreement dialog.




The setup program now offers HELP dialogs that can be activated using the respective button. Use the BACK (!!!) button to continue with the installation. DO NOT use the Close button. This would cancel the installation immediately!

- Confirm the Welcome dialog by clicking the NEXT button.

Now appears a window with the content of the readme.txt file. In the StarOffice directory, you can open and read this file after the installation.

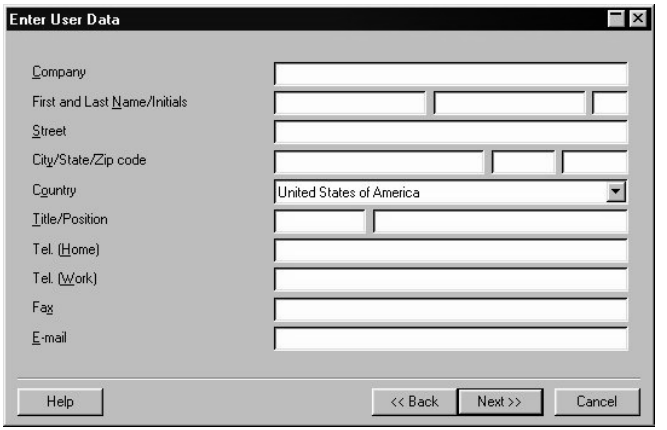



- Read the readme file and confirm with a click on the NEXT button.

You see now a window with the license agreement.

- Please carefully read the license agreement. If you agree to all points, click ACCEPT to continue installation. If you do not agree with the license terms then click CANCEL. If the latter is the case StarOffice will not be installed.

You will now see the ENTER USER DATA dialog.



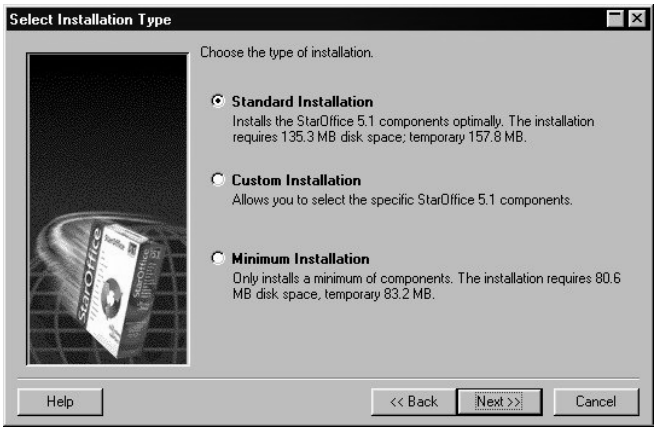

- A dialog appears where you can enter your personal user data.
- The data you specify here will be automatically inserted in the fields of the letter, fax or business card templates from StarOffice.

If you do not specify your e-mail address, some of the mail and news functions may not be available. Enter only your current e-mail address. This is necessary for since your customer number and registration key will be automatically mailed to this address

- This dialog can be called up later by using the menu TOOLS - OPTIONS - GENERAL - USER DATA.
- Click NEXTto continue the installation.

You see the next dialog of the StarOffice Setup programs with the selection of the installation type.

The required memory shown here is based on the cluster size of the next target volume.



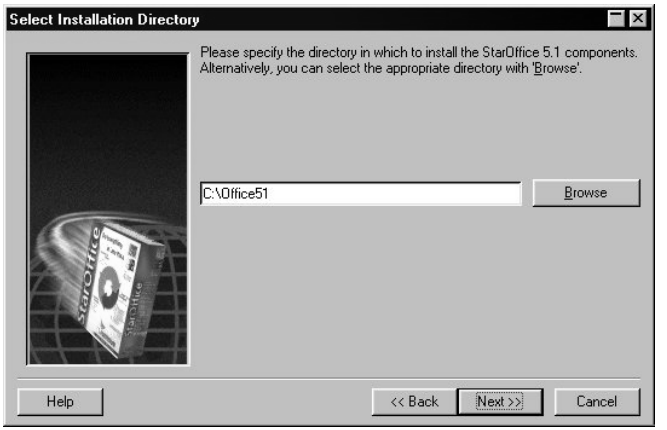

For a normal user, the STANDARD INSTALLATION is recommended. In this case, all components are installed, and you will be prompted to specify the directory in which to install StarOffice.

In a CUSTOM INSTALLATION you can specify the individual components to be installed. If StarOffice is already installed (in this case, the Custom Installation option is named MODIFY INSTALLATION), this mode is used to re- or deinstall certain components. The dialog is also used to select the directory in which to install StarOffice.

The MINIMUM INSTALLATION only installs the basic components required in order to run StarOffice, excluding the help files and most of the samples and templates. This option is not recommended for a network installation.

## Selecting the installation directory

After entering the required information, click Next. In the subsequent dialog, you can choose the desired installation directory.

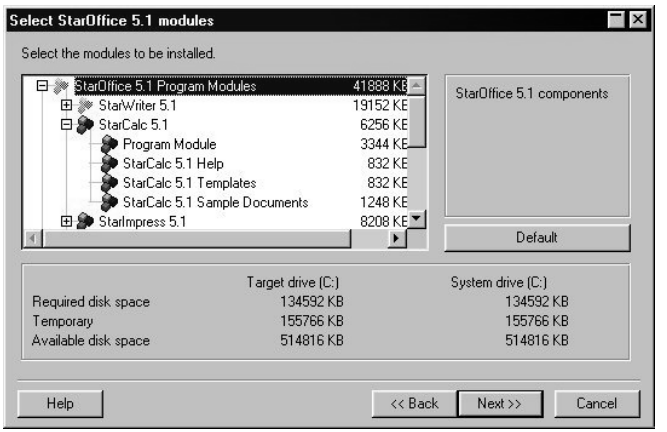



You can either BROWSE to select the directory where to install or type the path in the text box directly.

Click NEXT.

## Selecting Custom Installation Components

If you select the CUSTOM INSTALLATION, a dialog appears where you can chosse any desired components



By default, all options are selected, as indicated by the blue icons next to the respective components. If you wish to remove individual components, click a filled icon to deselect the option. Blank icons indicate components that will not be installed. A gray main group icon means that only some of the components are to be installed. Open the main groups by clicking on the plus sign beside the name, and select the components you wish to install by clicking the respective icon.

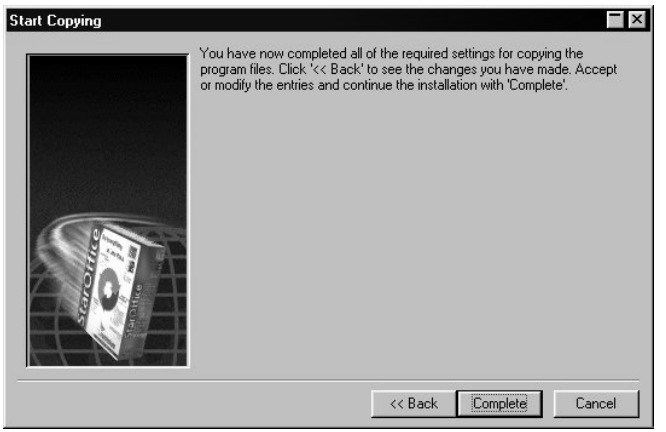
If you click the plus sign beside the name of a component, the list with sub-components appears. Here again, you can install the respective component by selecting the entry. Deselect a component if you do not wish to install it. If you select only some of the installable filters, for instance, the little boxes appear in gray.

In compliance with legal restrictions, the installation of the available linguistic modules (spell-checker and thesaurus) is limited to 3 modules at one time.

You can use the DEFAULT button, to restore the original settings.

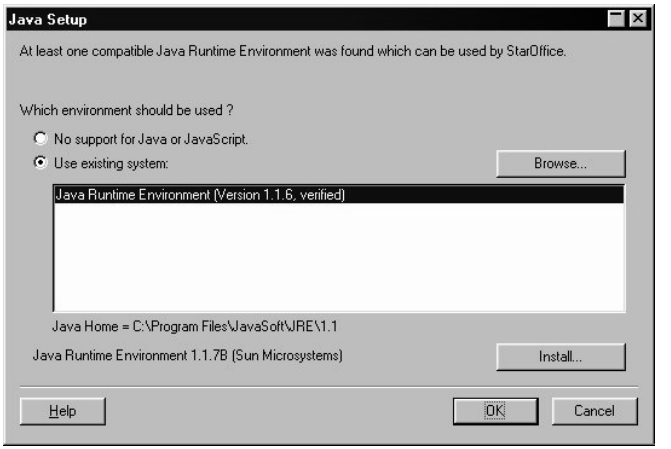
- After you have chosen the desired modules, click the NEXT button.

Now starts the copying process.




Click the COMPLETE button to continue to the next dialog.

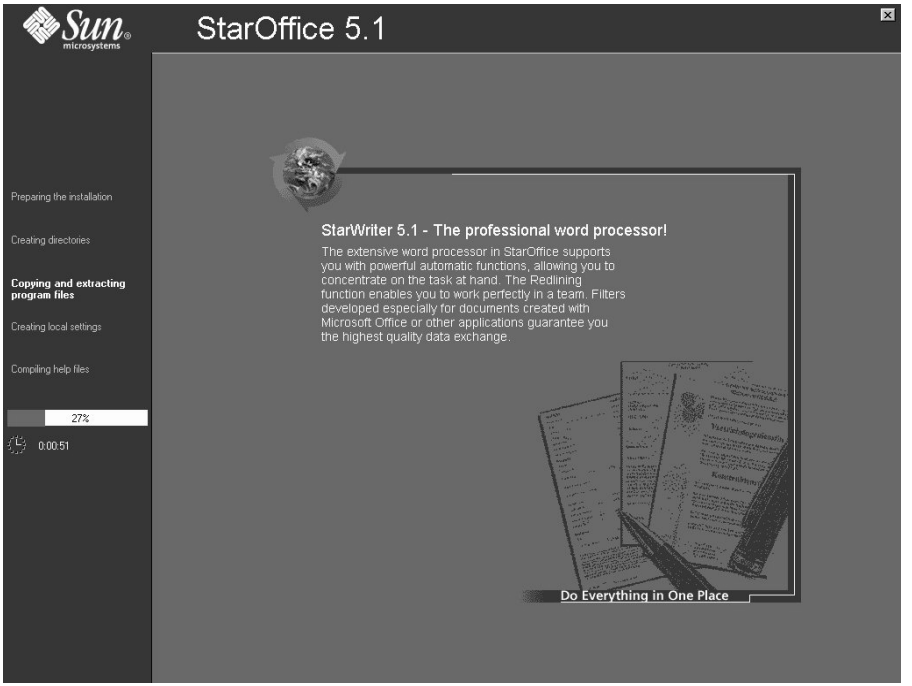
A dialog will be shown, which lists registered Java-versions in your system.




Select the Java Runtime environment you wish to use with StarOffice. StarOffice also uses Java internally to process JavaScript! You need to use the Java Runtime Environment version 1.1.6 or higher. If you have already installed a version more recent that 1.1.6 then you do not need to install the version provided.

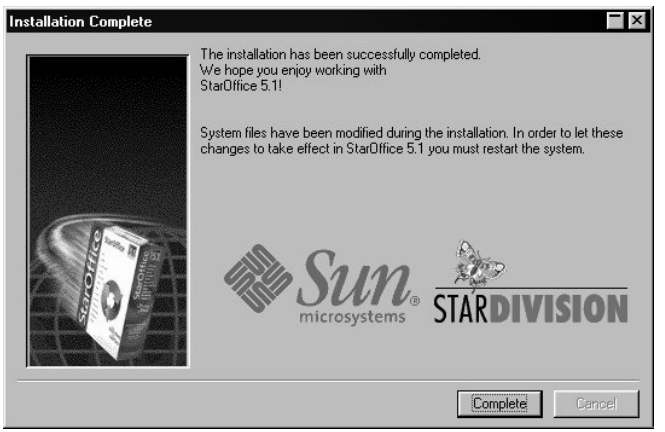
Further information about installing Java can be found here.

Select the desired option and click OK.




In the Setup main window, the progress of the installation is indicated.

The installation is now complete.




Click COMPLETE.

Now you see a dialog which informs you that you should restart your system before accessing StarOffice for the first time. This dialog appears depending on the selected components and from the operating system you currently use. With windows you see the the first time you accessed StarOffice in your system a request to restart i.e. if you installed with the integrator.

After installation, you can use the StarOffice 5.1 entry to run the program (menu START - PROGRAMS - STAROFFICE 5.1).

# Network Installation

The system administrator has to install StarOffice with the 'Network Installation' on the server on which the user installations will be based.

The installation of StarOffice as a network version occurs in two steps. First, you must login to the system as "root" user and use the "/net" option to install the complete StarOffice in the desired directory on the server, where user has After this SERVER INSTALLATION, each user can login to the system as usual and install StarOffice in their respective home directory. This is the USER INSTALLATION. Only a few necessary files are installed. (Do NOT run StarOffice as root from the Server Installation. An administrator can also login as an ordinary user and install 'his' StarOffice User installation.)

## Installation Requirements on the Network Server

Depending on the selected options, you will need 140 MB free space in the directory where you install StarOffice. Some additional space (20 MB) is required during the installation for temporary files, which are automatically deleted after the installation is complete.

## Starting the Setup Program on the Network Server

Login to the system as administrator (admin).

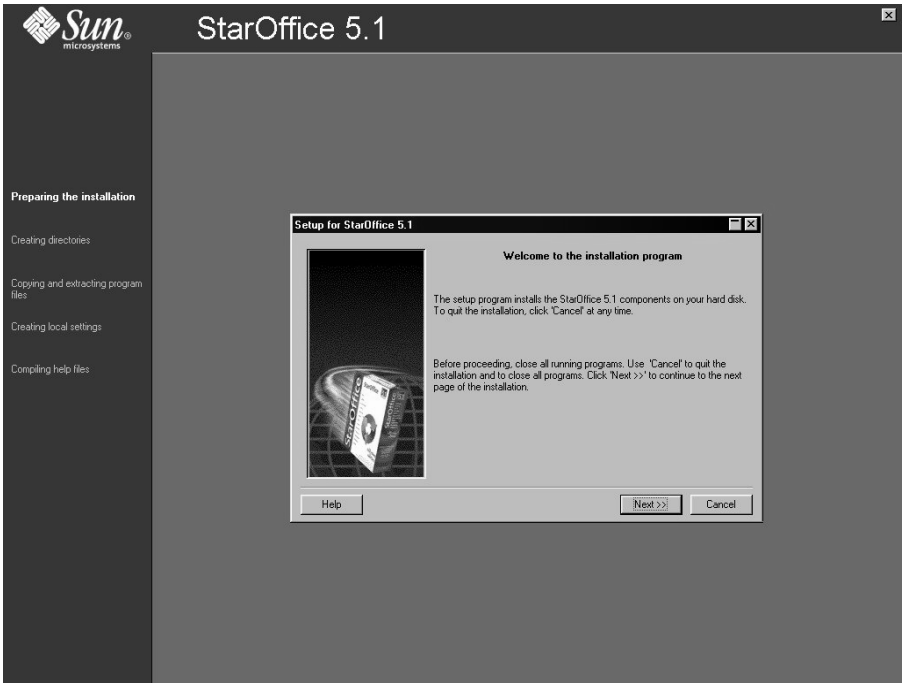
Execute the Setup.exe program from the installation directory on your CD using the /net parameter.

If you wish to start the setup program using one of the available parameters, you can use the the EXECUTE... option from the Start button in the task bar to type the command (with the appropriate pathname) in the text box. Alternatively, you can use the BROWSE... button to go to the Setup program's directory and then add the parameter to the command line as follows:

- `X:\windows\office51\setup.exe /net`
- `(X represents the letter of your CD ROM drive)`

# Dialogs in the Setup Program

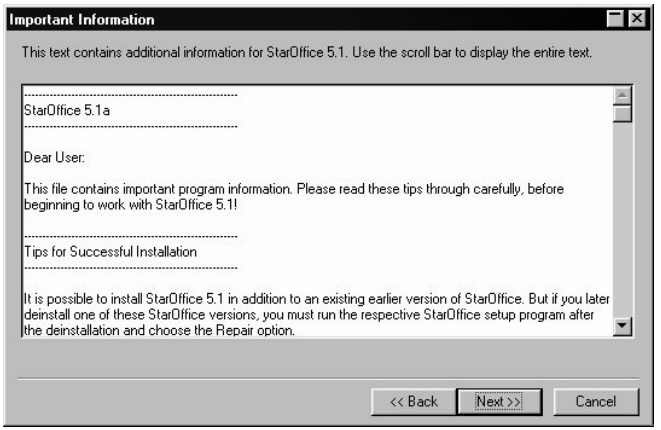
First, you will see a license agreement dialog.




The setup program now offers HELP dialogs that can be activated using the respective button. Use the BACK (!!!) button to continue with the installation. DO NOT use the Close button. This would cancel the installation immediately!

- Confirm the Welcome dialog by clicking the NEXT button.

Now appears a window with the content of the readme.txt file. In the StarOffice directory, you can open and read this file after the installation.



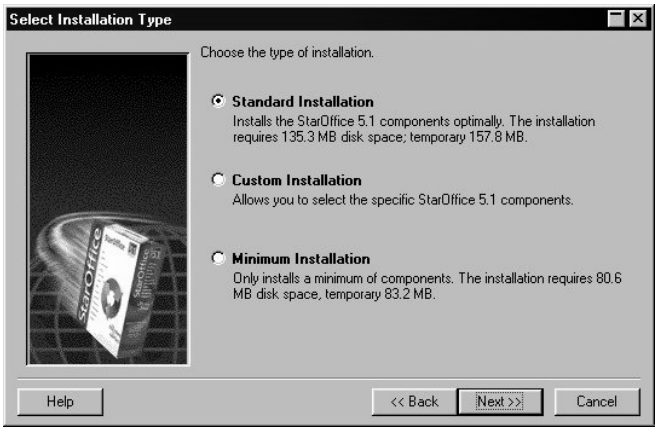

- Read the readme file and confirm with a click on the NEXT button.

You see now a window with the license agreement.

- Please carefully read the license agreement. If you agree to all points, click ACCEPT to continue installation. If you do not agree with the license terms then click CANCEL. If the latter is the case StarOffice will not be installed.

You see the next dialog of the StarOffice Setup programs with the selection of the installation type.

The required memory shown here is based on the cluster size of the next target volume.

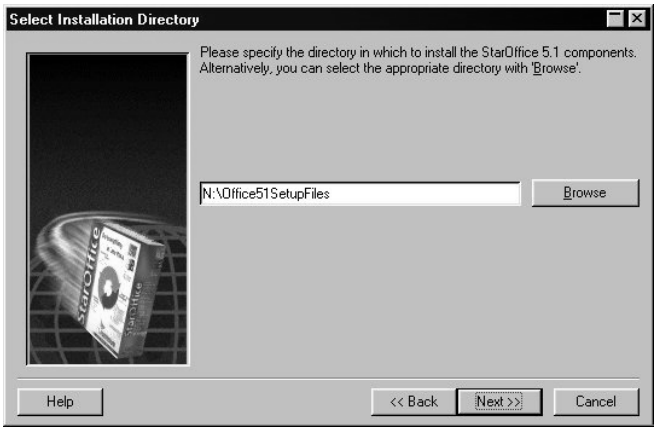



When installing StarOffice on a network server in the Network Installation mode, you should select all components. Therefore, choose CUSTOM INSTALLATION, select a directory in the following dialog, and then select all available options in the next following dialog.

Choose CUSTOM INSTALLATION to select / deselect the available options. If StarOffice is already installed, this option can be used to modify (delete or add) your selections (in this case, the Custom Installation option is named MODIFY INSTALLATION).

## Selecting the installation directory

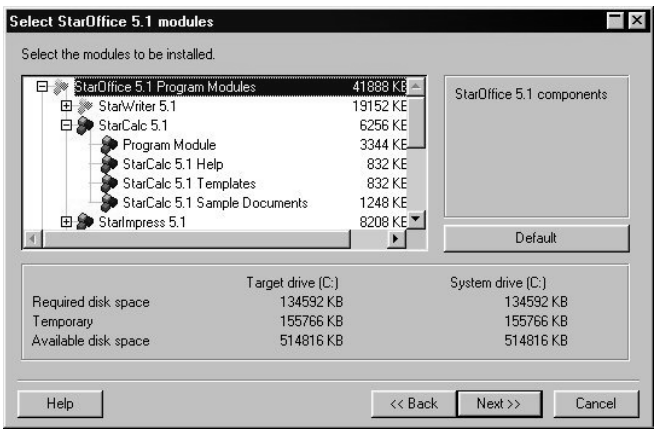
Once the installation type has been chosen, the Select Installation Directory dialog appears.




Click the BROWSE button to open the installation directory dialog or enter a pathname for the installation in the text field.

Click NEXT.

If you select the CUSTOM INSTALLATION, a dialog appears where you can chosse any desired components




By default, all options are selected, as indicated by the blue icons next to the respective components. If you wish to remove individual components, click a filled icon to deselect the option. Blank icons indicate components that will

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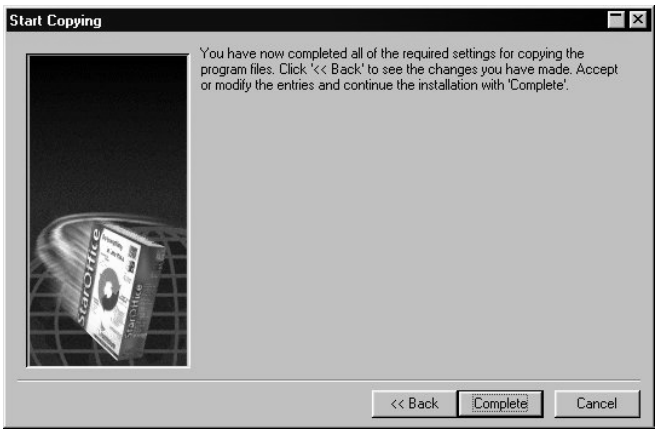
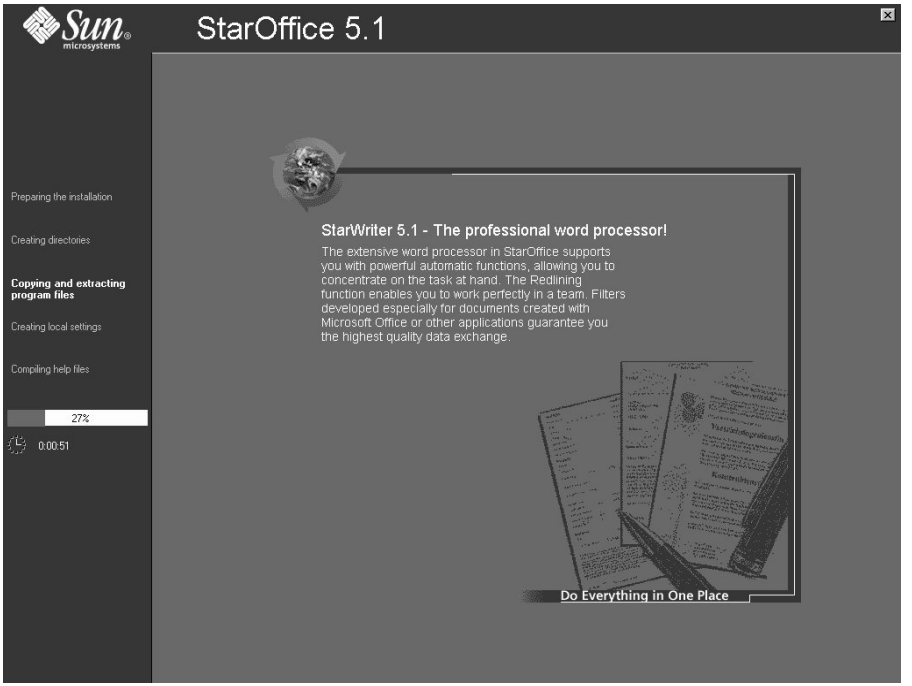
You can use the DEFAULT button, to restore the original settings.

◆ After you have chosen the desired modules, click the NEXT button.

Now starts the copying process.

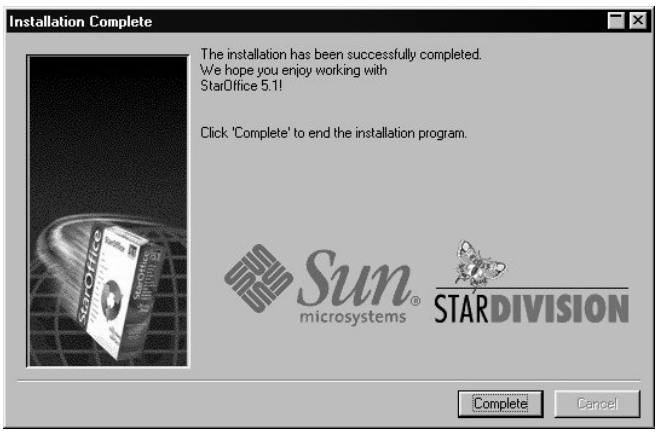



Click the COMPLETE button to continue to the next dialog.




In the Setup main window, the progress of the installation is indicated.

The installation is now ended.




Click COMPLETE

Next, each user can set up his own user installation his hard disk.

# User Installation

In the network, each user can perform a User Installation under his login name using the setup program from the Network (Server) Installation.

## Requirements for the User Installation

In the directory, where you wish to install, 2 to 3 MB free space are required.

## Starting the Setup Program by the User

Prior to running the User Installation's setup program, a Network Installation has to be executed successfully.

Login to the system with your user name.

Switch to the installation directory on the server with the File Manager . For example, you can use the following command :

If you have already installed a previous version of StarOffice, check if the .sversion.ini file can be found in your Windows. This file indicates the path and version number of the installed StarOffice version. If the installation you intend to run has the same version number, a new installation can only be run after the previous has been deinstalled.

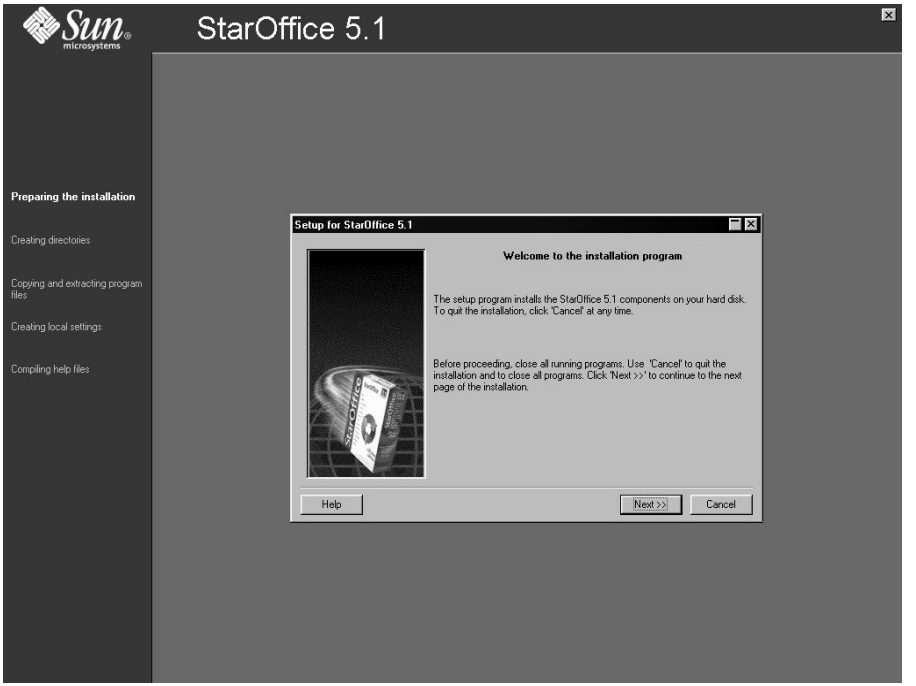
Run the Setup.exe program from the Network Installation's directory on the server.

You can use the Windows Explorer to run the setup program.

If you start the User Installation from the server's installation directory, you don't need to pass any optional parameters.

# The Setup Dialogs

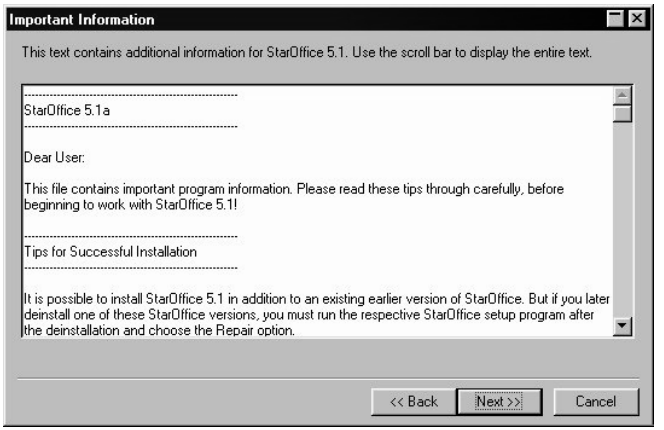
First, you will see a license agreement dialog.




The setup program now offers HELP dialogs that can be activated using the respective button. Use the BACK (!!!) button to continue with the installation. DO NOT use the Close button. This would cancel the installation immediately!

- Confirm the Welcome dialog by clicking the NEXT button.

Now appears a window with the content of the readme.txt file. In the StarOffice directory, you can open and read this file after the installation.

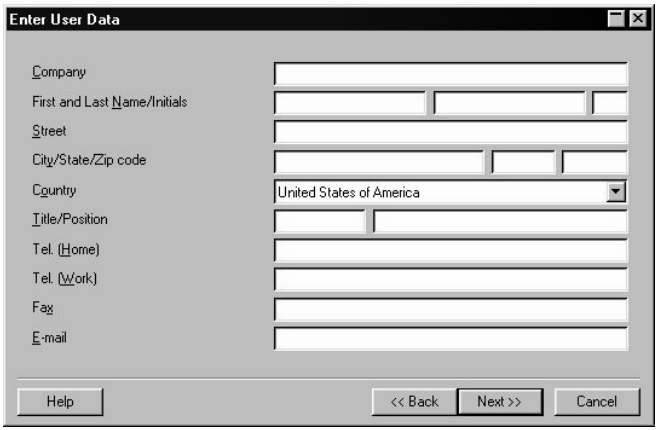



- Read the readme file and confirm with a click on the NEXT button.

You see now a window with the license agreement.

- Please carefully read the license agreement. If you agree to all points, click ACCEPT to continue installation. If you do not agree with the license terms then click CANCEL. If the latter is the case StarOffice will not be installed.

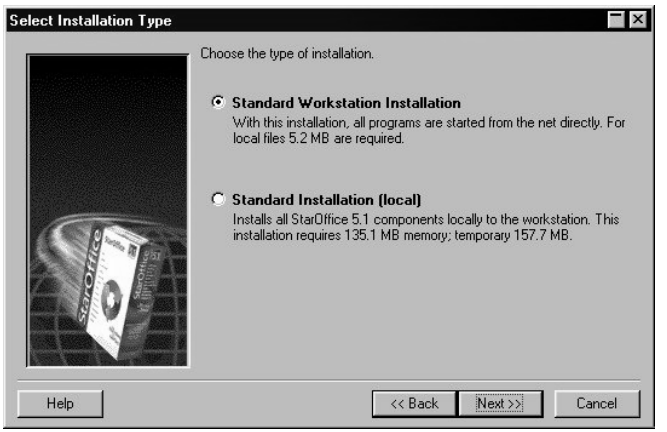
You will now see the ENTER USER DATA dialog.




- A dialog appears where you can enter your personal user data.
- The data you specify here will be automatically inserted in the fields of the letter, fax or business card templates from StarOffice.

If you do not specify your e-mail address, some of the mail and news functions may not be available. Enter only your current e-mail address. This is necessary for since your customer number and registration key will be automatically mailed to this address

- This dialog can be called up later by using the menu TOOLS - OPTIONS - GENERAL - USER DATA.
- Click NEXTto continue the installation.

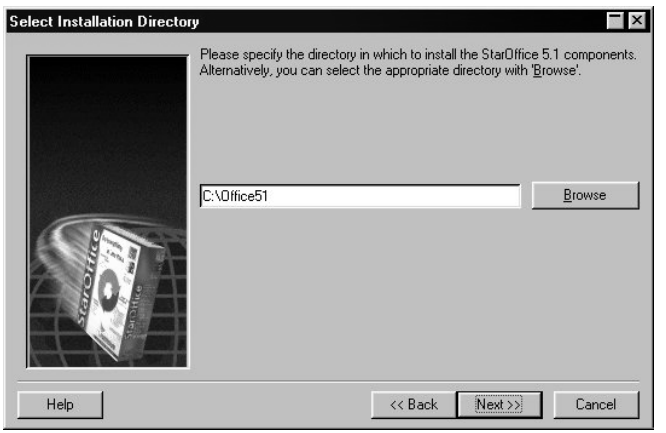


Select the STANDARD WORKSTATION INSTALLATION. This installs only the files that contain variable user data. Click the corresponding option.

The STANDARD INSTALLATION LOCALLY will install a complete version of StarOffice on your local hard disk and can be source of a Server Installation.

## Selecting the installation directory

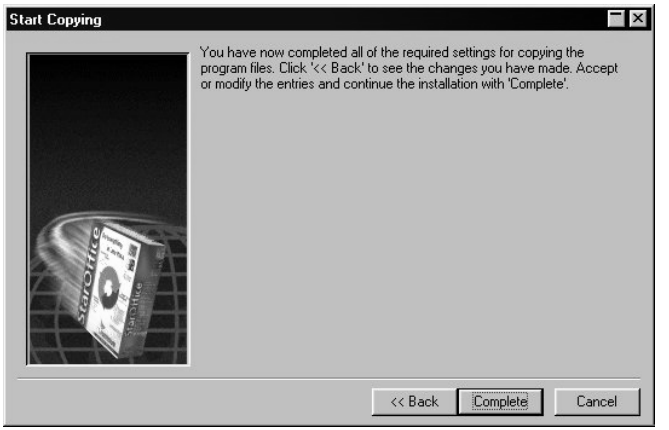
After entering the required information, click Next. In the subsequent dialog, you can choose the desired installation directory.




You can either BROWSE to select the directory where to install or type the path in the text box directly.

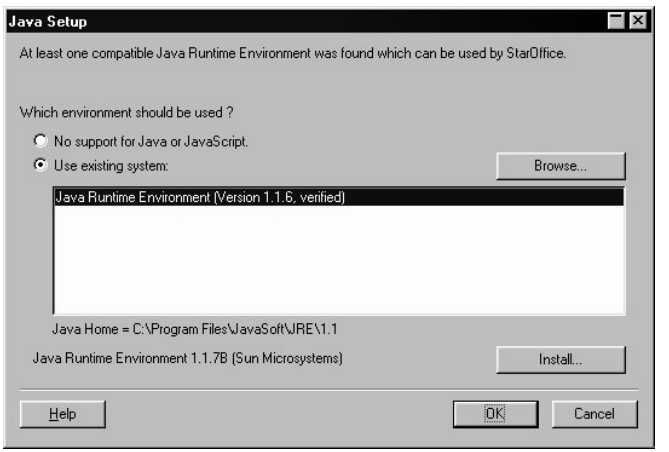
Click NEXT.

Now starts the copying process.




Click the COMPLETE button to continue to the next dialog.

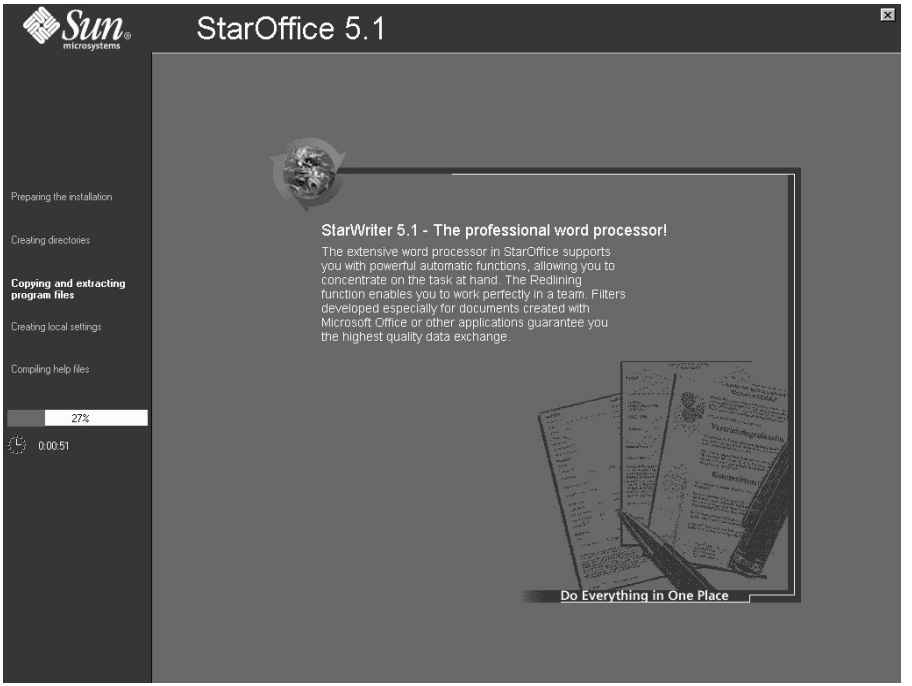
A dialog will be shown, which lists registered Java-versions in your system.




Select the Java Runtime environment you wish to use with StarOffice. StarOffice also uses Java internally to process JavaScript! You need to use the Java Runtime Environment version 1.1.6 or higher. If you have already installed a version more recent that 1.1.6 then you do not need to install the version provided.

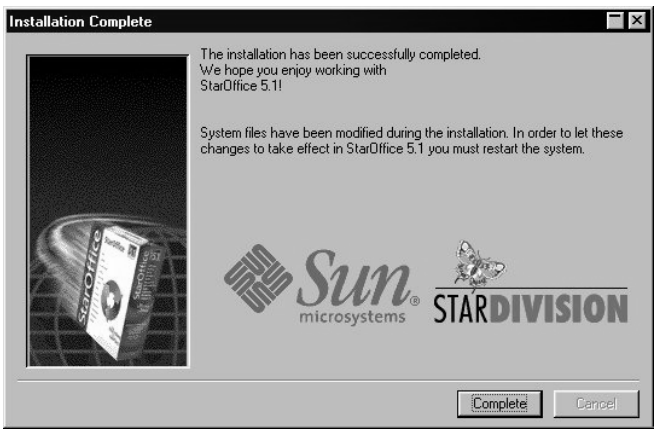
Further information about installing Java can be found here.

Select the desired option and click OK.




In the Setup main window, the progress of the installation is indicated.

The installation is now complete.



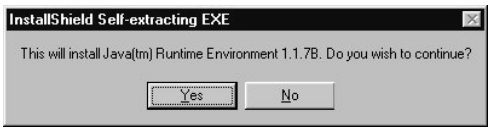

Click COMPLETE.

To start StarOffice after it has been successfully installed  if you find a menu command under start / programs / StarOffice 5.1

# Appendix

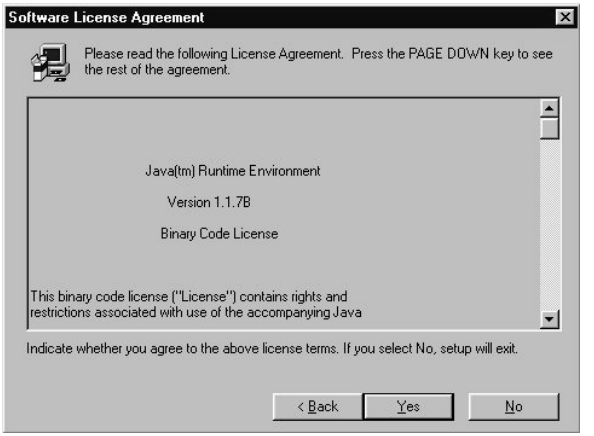
## Java Runtime Environment Installation

During the StarOffice installation, you will be asked whether you would like to install the original Java Runtime Environment from Sun Microsystems Inc. The files are required in order to run Java Applets and Javascript. Several Internet Websites use Java and/or Javascript and cannot be viewed without this support.

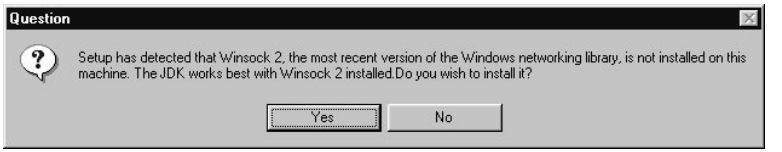



If you wish to install the Java Runtime Environment, confirm the dialog.

The Welcome dialog appears. Click NEXT to confirm and continue the installation




Now you will see the Sun License Agreement. Read this carefully, and if you agree to the stated terms, click YES to confirm.

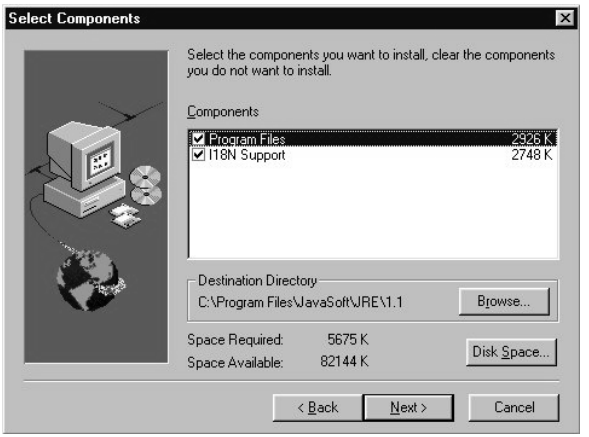



You may obtain a message that the Java Setup has found an older version of Winsock.dll on your system and a newer version will be installed.

Usually this message is confirmed with YES. However, if you are using a relatively unknown Internet provider or have an unusual Intranet connection to your company network you should click NO to be on the safe side and then ask your system administrator if exchanging the Winsock.dll is recommended. You can manually start the Java Runtime Environment Setup anytime from the installation source. This is a file named "jre117Bi-win32.exe" for the JRE version 1.1.7B for Windows 32-bit.

You can undo the Winsock2.dll installation with the respaective .bat file (which can be found in the windows/ws2backup directory).

The subsequent dialog confirms that the exchange of the old system file was successful. Click OK.




In the next dialog, select the drive and directory in which to install the Java files. If you do not want to use the suggested "Destination Directory," click the BROWSE... button and select a different installation location.

At the bottom of the dialog you will see how much disk space is required, and how much space is available on the selected drive.

Click NEXT to continue the installation.

A dialog appears to confirm the settings for the Java installation. Click NEXT to continue.

The installation of the Java Runtime environment is now completed. Click on FINISH to complete the installation program.

With the StarOffice, some particular fonts should be installed (StarBats and StarMath Fonts). These fonts are required as special characters for both, some numbering/bullet styles and the StarOffice equation editor StarMath. In a few cases, the automatic fonts registration did not work correctly under Windows. In this case, you should double-click every single font in the operation system's CONTROL PANEL - FONTS dialog. Then the fonts should be recognized.

Sometimes, it may be necessary to restart the your system after having installed StarOffice 5.1.

After installation, a new folder appears, containing all StarOffice related programs and files. Additionally, a "sversion.prefs" file has been created (corresponding to the sversion.ini file in the Windows version)

# Modifying the installation

After the StarOffice installation, restart the Setup program. In the first dialog you'll have the possibility to modify, to repair or to completely deinstall your current installation.

## Modify

If you click the MODIFY option, the same dialog as for the CUSTOM INSTALLATION appears.

The small white boxes represent the components which were not installed. Click a small box and it will turn blue, which means that this component is now installed.

The blue small boxes indicate you the components which are already installed. Click on a blue box and it will be highlighted in red which means that it has been deleted from the installation.

A plus sign before the component indicates you that it is a group of components which you can open by clicking the plus sign. Once it is open simply choose which components you want to install or to delete.

Note that the Graphic filters under the "optional components" are performed.

## Repair

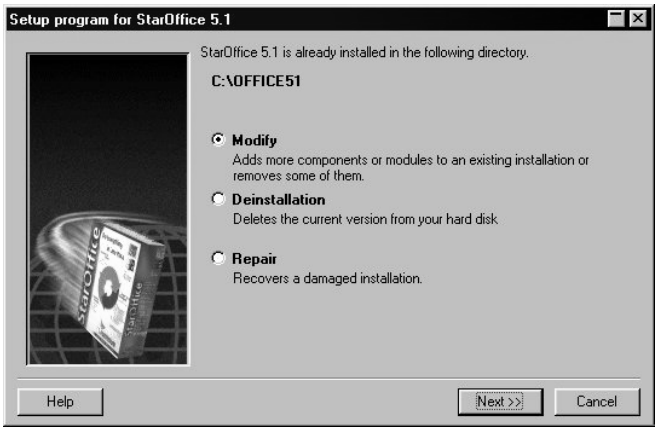
The option REPAIR in the StarOffice Setup Program can be used to repair your StarOffice if the entries in the system registration are not correct. An attempt is made to restore program files that have been unfortunately deleted. At the same time any deleted ini files will be restored with the default settings. Furthermore information that is contained in the operating system registration will be checked and repaired where necessary. The repair function will, however, not operate if files were deleted which are required for the execution of the StarOffice set up.

The soffice.ini file in the Office51 directory contains, among others, information about the windows' division, the icon bars etc. If the file is missing, the next time you try to start StarOffice it will try to start in the Repair mode. It it can't, an error message is displayed.

## Deinstallation

If you are upgrading your StarOffice version (e.g., from StarOffice 3.1 to 4.0 or from 4.0 to 5.1), you can save hard disk space by deinstalling the previous version. Please read the appropriate information in the readme file of your "old" version.

In the readme file of the appropriate version you may also find notes about running two different version in parallel.




- Prior to deinstall StarOffice, you have to run the setup program. If an identical version of the program is detected (via the respective entry in the sversion.ini file), the Deinstall option is shown in the main dialog of the setup program.

The Deinstallation removes the StarOffice entries from the registration and the sversion.ini file. Almost all files and and StarOffice directories will be then deleted, except those which you created or changed and those which the Setup program needs. Your programs and most of settings remain the same.

After deinstallation, all modified directories and files are retained, e.g., your documents, bookmarks, clipart, etc. The files required for the setup program are not removed, too. These files can be deleted manually, if desired.
If some files cannot be deleted (because they are used) you have to do so after restarting the operating system.

As superuser, you can deinstall the network installation, by simply deleting the entire server installation directory. Of course all user installations (based on this server installation) are deactivated.

## Parameters for the Setup Program

The Repair option can be used to update / correct the entries in your systems registration database. Additionally, unintentionally deleted files are restored if possible.

The parameter /net or /n starts the Network Installation on a server (as described above).

Use the /D parameter to pass the installation path directly following the syntax /D:destination_path.

To start an application immediately after installation, use the/F:application_name parameter.