

# ArtfulBits Bulk Check In for Microsoft® SharePoint®



## Install Guide

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### System Requirements

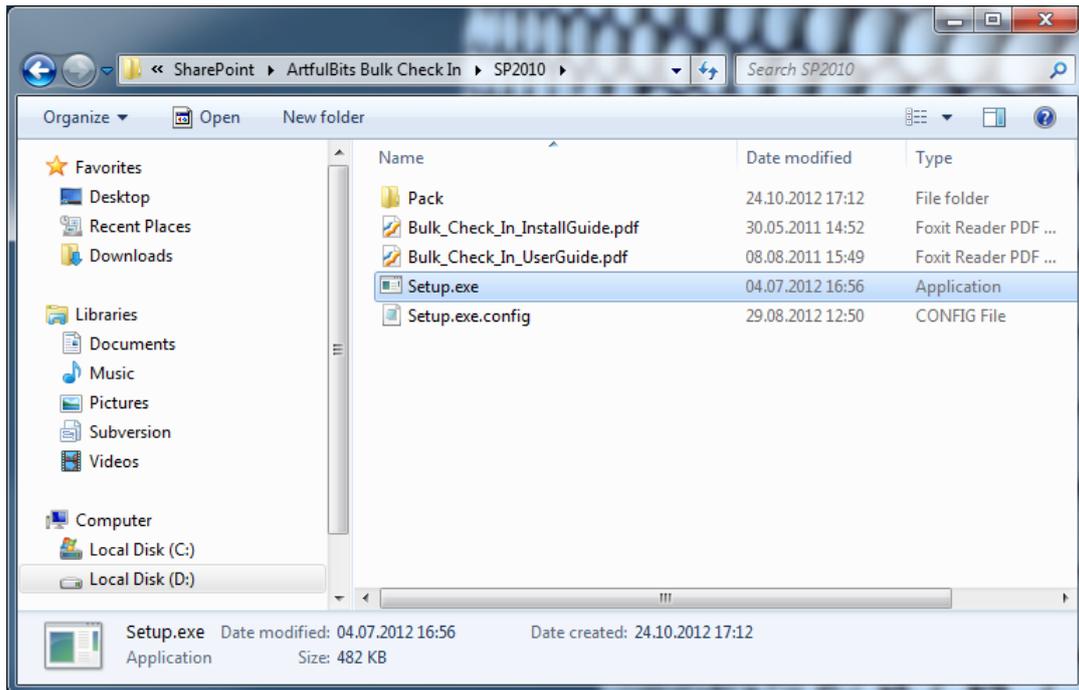
<b>Operating Systems:</b>	Microsoft Windows Server 2008 x64 Microsoft Windows Server 2008 R2 x64 Microsoft Windows Server 2012
<b>Servers:</b>	SharePoint Release: <ul style="list-style-type: none"> <li>&gt; SharePoint Foundation 2010 or SharePoint Server 2010</li> <li>&gt; SharePoint Foundation 2013 or SharePoint Server 2013</li> </ul> <p><i>Note: This product is not compatible with previous versions of SharePoint</i></p>
<b>Client:</b>	> Any browser

## Preparation for Installation

Before installation, please, check that your target server meets Bulk Check In system requirements (see above). Also, it is recommended to install ArtfulBits License Manager before (if it is not installed).

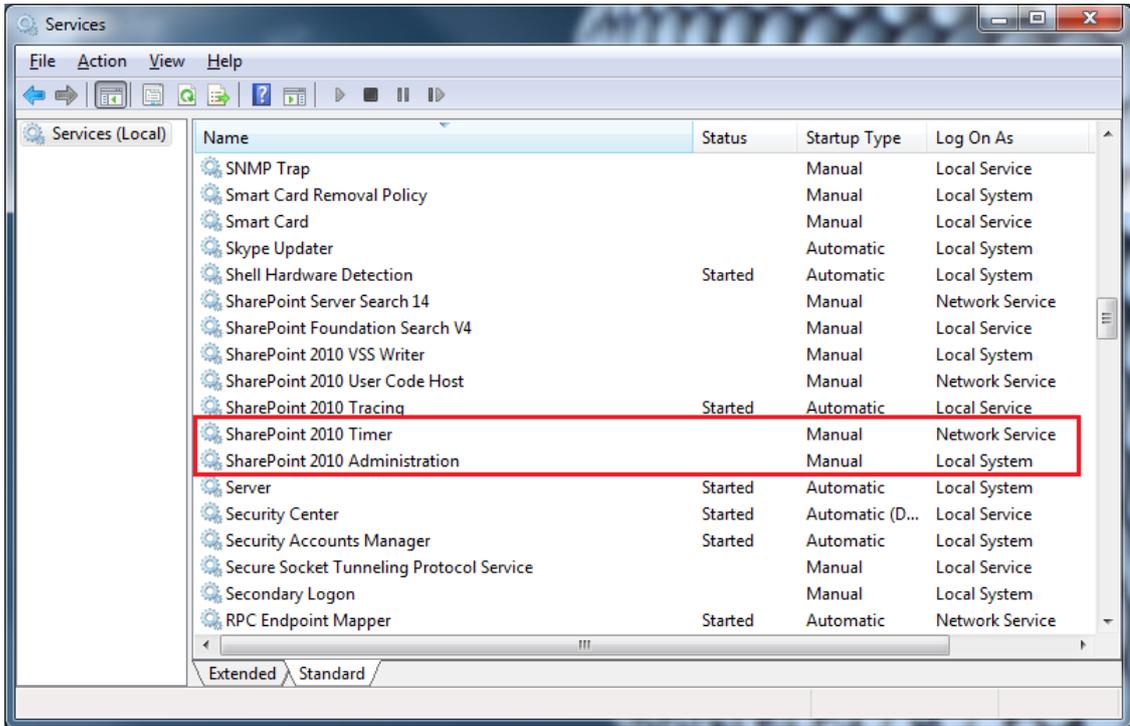
## Installation

Download Bulk Check In installation package from ArtfulBits website, unpack files, and run "**Setup.exe**".



**Note:** You must be the SharePoint Farm Administrator and following MS Windows services should be running:

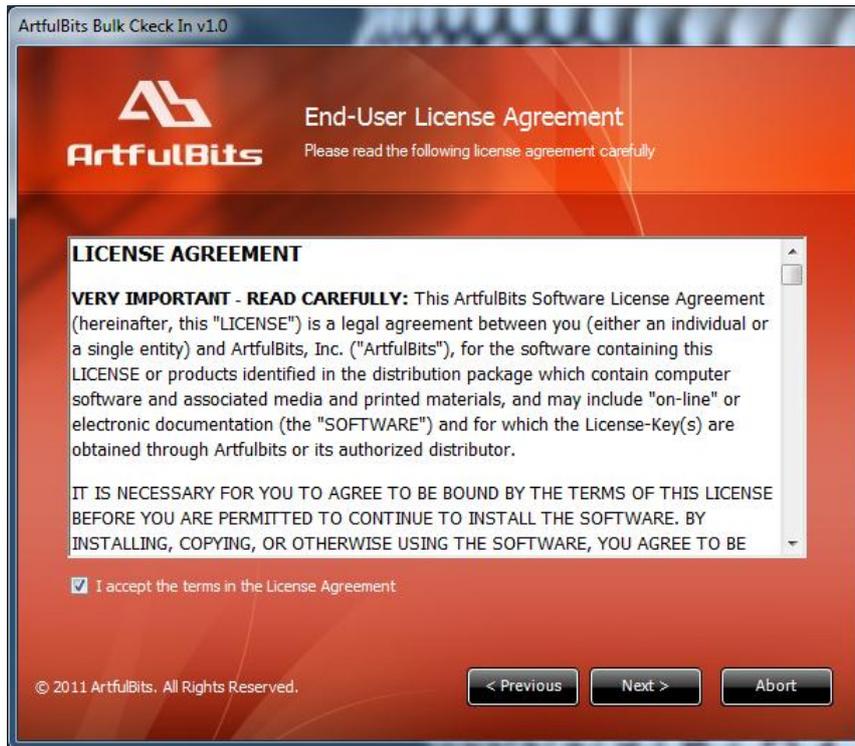
- Windows SharePoint Services Administration
- Windows SharePoint Services Timer



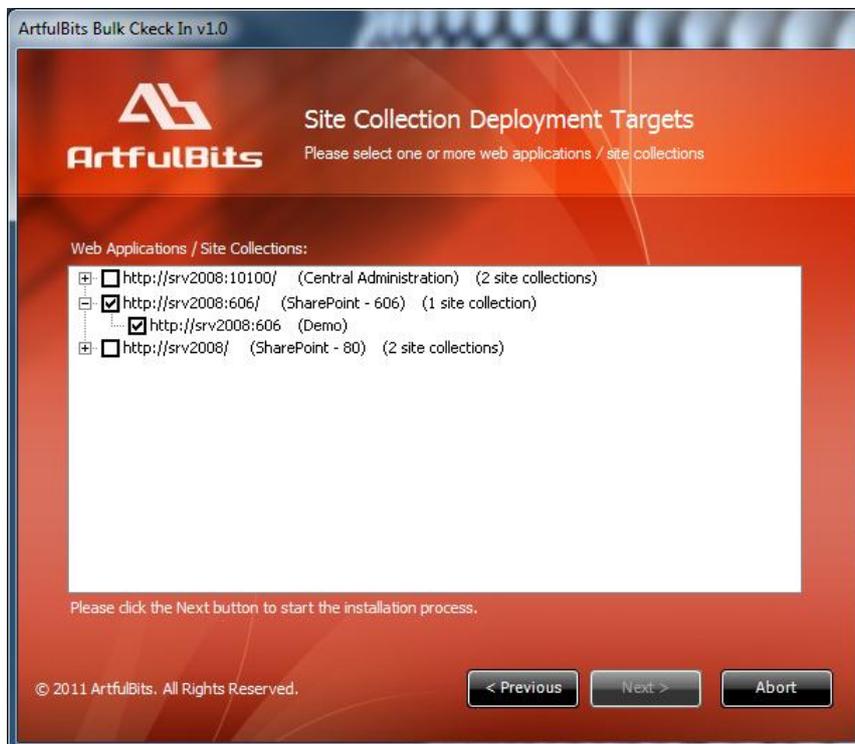
After system check is finished, click "Next".



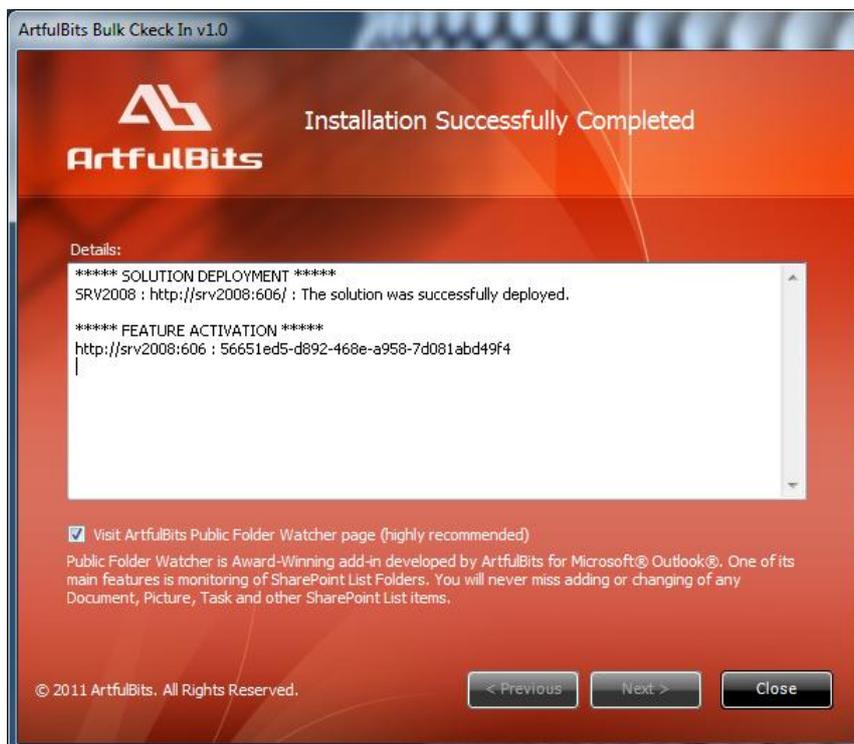
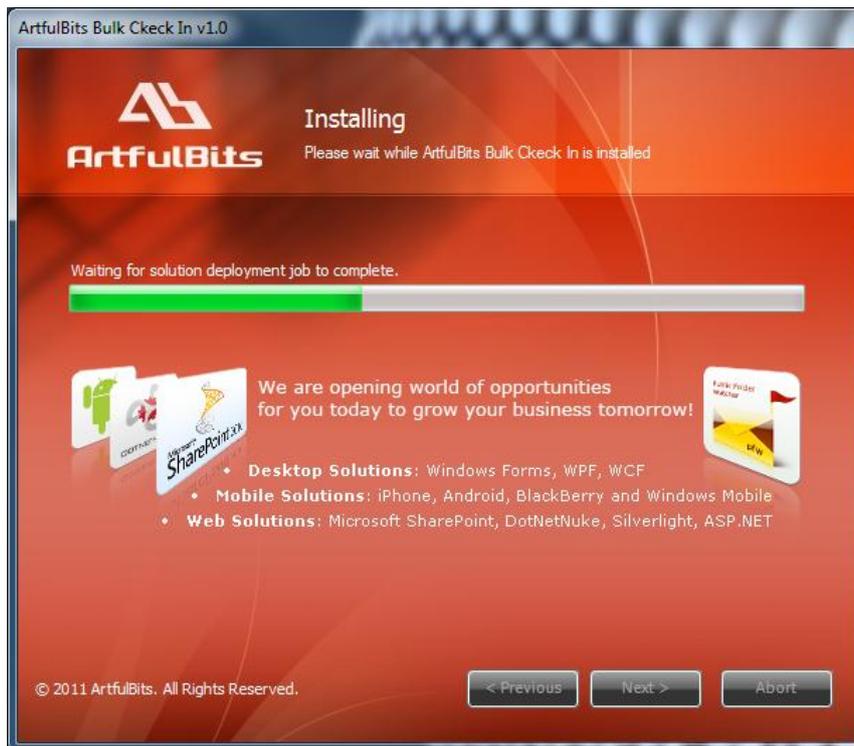
After reading License Agreement, click "Accept" and go to the next step.



Select one or more web applications and click "Next".



Wait for install to succeed, click "Next" to check deployment status details.



## License Management

Bulk Check In uses **Per-Farm Licensing Model** (each license is bound to single SharePoint Farm ID). For more details about licensing models please visit <http://www.artfulbits.com/purchase/licensing.aspx>.

Product works in unlicensed mode for three days from the moment of installation. In this mode all the product features are unlocked same way as with trial license. After these three days either trial license or full license should be entered for product to function.

To get a Trial license navigate to:

<http://www.artfulbits.com/products/sharepoint/sales/get-trial-license.aspx?productcode=SPEMAT001>

You can buy the product by the following link:

<http://www.artfulbits.com/purchase/purchase.aspx?productcode=SPEMAT001>

After ArtfulBits License Manager is installed, go to the SharePoint Central Administration page:



**Application Management**  
Manage web applications  
Create site collections  
Manage service applications  
Manage content databases

**Monitoring**  
Review problems and solutions  
Check job status  
View Web Analytics reports

**Security**  
Manage the farm administrators group  
Configure service accounts

**General Application Settings**  
Configure send to connections  
Configure content deployment paths and jobs  
Manage form templates

**ArtfulBits Solutions Configuration**  
ArtfulBits License Manager

This page shows all ArtfulBits products and their license statuses.

Product	Edition	License Status
 ArtfulBits Cascaded Lookup Column v1.38	Standard	Full license
 ArtfulBits Category Column v1.6	Evaluation	No license
 ArtfulBits Column Data Adapter v1.0	Evaluation	Trial license (Expiring in 13 day(s))
 ArtfulBits Column Permissions v1.0	Standard	Full license
 ArtfulBits Cross-Site Lookup Column v1.7	Evaluation	Trial license (Expiring in 18 day(s))
 ArtfulBits Discussion Column v1.54	Standard	Full license
 ArtfulBits Email Web Part v1.2	Evaluation	No license

Click on product name to view license details.

<b>Product</b>	<b>ArtfulBits Bulk Ccheck In v1.0</b> Allows to check in multiple documents and change their properties.
<b>Product Edition</b>	<b>Evaluation</b> Please visit <a href="#">following link</a> for product editions comparison chart.
<b>License Status</b>	<b>No license</b> Note: in trial or unlicensed mode all product features are available for evaluation. After trial period license should be purchased which will determine product edition and available feature set. Please visit <a href="#">following link</a> for product editions comparison chart.
<b>License Operations</b>	Farm ID: <input type="text" value="5147fb79-2bb9-4994-8f96-f2bd0813aa60"/> <a href="#">Enter License</a> <a href="#">Get free trial license</a> <a href="#">Go to purchase page</a>

If product is not licensed you can click "Enter License" link and enter license key (trial or full) into textbox. For upgrading product edition click "Convert License" and enter new license of target product edition.

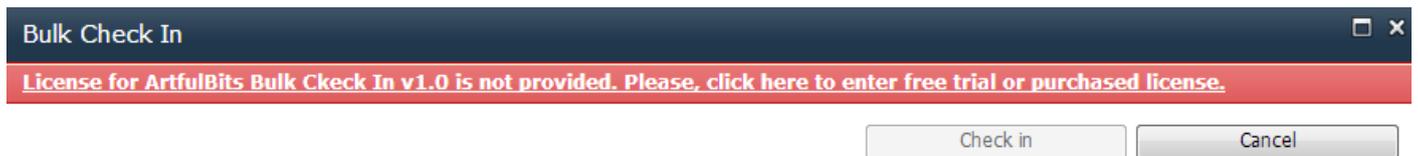
<b>License Operations</b>	Farm ID: <input type="text" value="5147fb79-2bb9-4994-8f96-f2bd0813aa60"/> <a href="#">Enter License</a> <a href="#">Get free trial license</a> <a href="#">Go to purchase page</a> <input type="text" value="1197DFC6D9617C87DF179941CAC062C9A01926909B8BD368F63A6F7CBD1DBFFA3F2270291A45686E584C230EC091D04B3759E431812A6B9A046564FDE0FCC293F0D5F86C020FABE449861BCB4FBC4434CAA C20FE1B51554EBE156729D2B8ED3AD4858AD3E7E5C7AEBBA8A54817A9385D059E028E00C20BA74305 468EC2132232028765BB293A9208A0C68F04EDD72166152079A0AE3C72A72A947403FC05D4BA634DAA 6EBFC3D42259C4A5120E6B51DAD17A6EF559AC2795DCB282234EF4EC45A62D54A86A84A37B5412640 F9EC2065CF84A9DB7F659F801AEFE0202669A85410D124542C965CA0E1B3A5F5199953ED89FF60A50E4 1CE51B5FF90395C678C1588"/> <input type="button" value="Activate"/> <input type="button" value="Cancel"/>
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Pressing "Activate" button will verify the key and in case of verification success license status will be updated.

Product Edition	<b>Enterprise</b> Please visit <a href="#">following link</a> for product editions comparison chart.
License Status	<b>Full license</b> Note: in trial or unlicensed mode all product features are available for evaluation. After trial period license should be purchased which will determine product edition and available feature set. Please visit <a href="#">following link</a> for product editions comparison chart.

Note: in trial or unlicensed mode **all** product features are available for evaluation. This way you will be able to try each and every feature available in the product line which will give you good understanding of what feature set will be necessary for you and it will be easier to come up with the decision which product edition should be purchased. After trial period expiration full license should be purchased which will determine product edition and available (unlocked) feature set.

Special link informing about product expiration is shown in SharePoint pages, where ArtfulBits component is used if product is using trial license or such license is "Expired" or no license is provided at all. Clicking on this link will redirect to product license status details page.

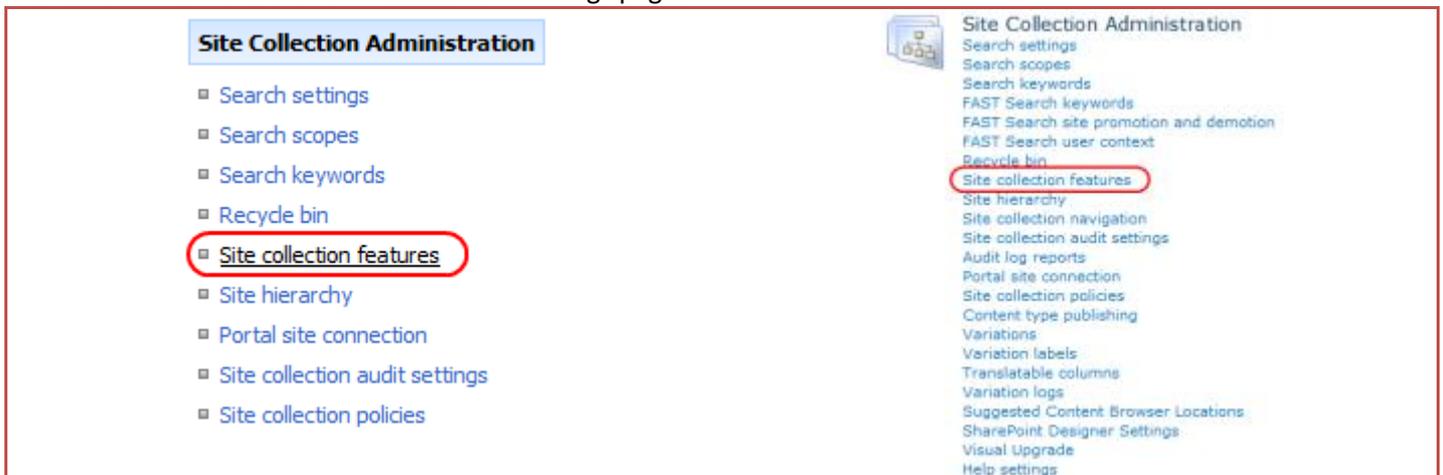


## Activating / Deactivating Feature

Click "Site Actions" menu in the root site of one site collection, then click "Site Settings":



Click "Site collection features" link in Site Settings page:



In SharePoint Site collection feature list, activate ArtfulBits Bulk Check In feature (if deactivated).

The image shows a screenshot of the 'ArtfulBits Bulk Check In' feature status page. On the left, there is a document icon with a red 'X' and the text: 'ArtfulBits Bulk Check In allows checking an entire group of documents and changing their properties at one operation. Besides, it is integrated into SharePoint Multiple Upload tool that makes it possible to use all ArtfulBits Bulk Check In features right after multiple documents are uploaded.' On the right, there are two buttons: 'Deactivate' and 'Active'.

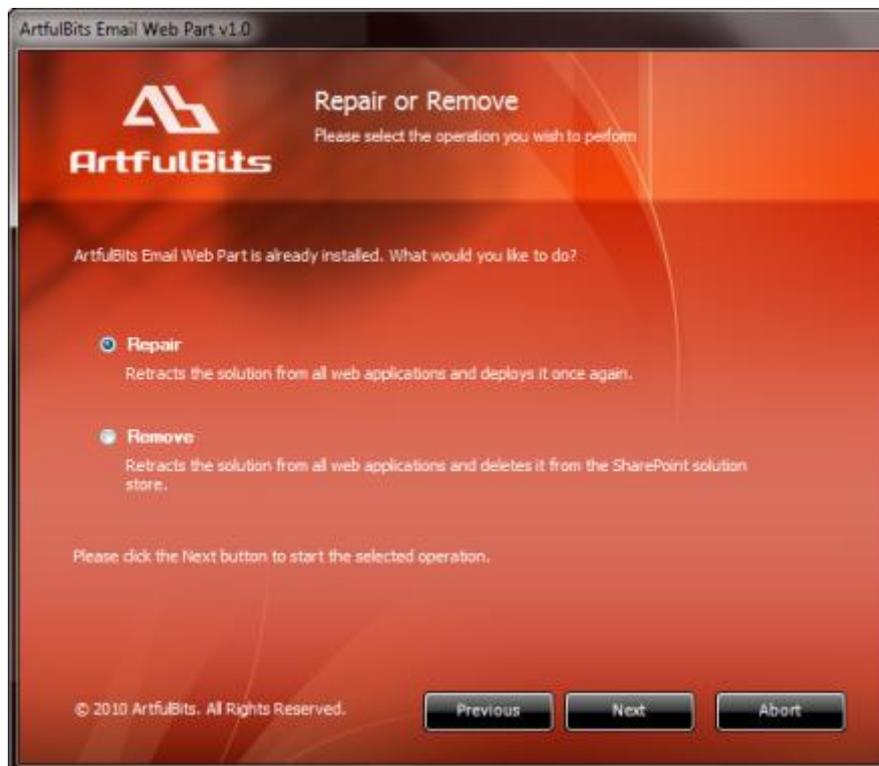
## Product Updates

Process of updating ArtfulBits Bulk Check In is pretty straightforward - just download latest [installation](#) package and execute **Setup.exe** from it. After system check completes, select an "Upgrade" option and then follow setup wizard instructions.



## Uninstallation / Repairing

Execute **Setup.exe** from your installation package. On the Repair and Remove section, select Remove radio button and click "Next", the ArtfulBits Bulk Check In will be uninstalled. Or select "Repair" - to repair the ArtfulBits Bulk Check In.



## Remarks

Information in this document may be outdated. Please, visit [www.artfulbits.com](http://www.artfulbits.com) for the latest product version.