Kodak

InSite Creative Workflow, Asset Library, and Variable Data Print 3.0 with Prepress Portal

On-Site Integration Guide

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1. INTRODUCTION

Kodak® InSite™ Creative Workflow is a server-based collaboration and approval system that is designed to support content creation.

Kodak InSite Asset Library is a server-based solution for the management of digital assets that is designed to support registering, locating, and repurposing of images, content, and artwork.

Kodak InSite Variable Data Print is a server-based solution for the creation and personalization of variable data print (VDP) templates.

In Production, Creative Workflow, Asset Library, and Variable Data Print software are installed on a single server. A license key determines which software is enabled on the server.

This document describes how to integrate a server running Creative Workflow, Asset Library, and Variable Data Print for use with a customer's Kodak InSite Prepress Portal system and Kodak Prinergy® software. A service representative performs these procedures. For instructions on integrating a Creative Workflow, Asset Library, and Variable Data Print system in a stand-alone environment (a customer site *not* running Prepress Portal), see the *InSite Creative Workflow, Asset Library, and Variable Data Print 3.0 Stand-Alone On-Site Integration Guide* (719-00688C).

A service representative performs the on-site integration.

2. RELATED DOCUMENTS

- *InSite Creative Workflow, Asset Library, and Variable Data Print 3.0 Factory Installation Guide* (719-00517D)—available from the Creative Workflow 3.0 TechPlanet site.
- *Creative Workflow and Asset Library 3.0 Integrated With Prepress Portal System Administration Guide* (731-00982B)—available on the Creative Workflow, Asset Library, and Variable Data Print 3.0 DVD under InSite Creative 3.0 Documentation.

3. PREREQUISITES

You must have the following components before proceeding with the on-site integration:

- A customer-completed *Creative Workflow and Asset Library 3.0 Integrated Presite* document, located in Microsoft® Outlook® under **Public Folders\All Public Folders\WFS\Synapse TwEm**. (You can find a new copy on the Creative Workflow 3.0 TechPlanet site.)
- Prinergy system at version 3.0.2.1 or later
- Prepress Portal system at version 4.5.0.1975 or later
- Server delivered to the customer site with Creative Workflow, Asset Library, and Variable Data Print 3.0 installed
- Dongle delivered to the customer site

- New license keys entered on the Creative Workflow/Asset Library/Variable Data Print server

  Note: During factory installation, these license keys should have been recorded on the server in the **new_license_key.txt** file in **E:\InSiteCreativeStuff**.

- Remote access and VNC. If they are not installed, contact the Response Center.
- Dell® W2K Resource CD (part number 21-0151)
- PowerChute® v5.2 CD (part number 21-0067)
- Creative Workflow, Asset Library, and Variable Data Print 3.0 DVD

4. CONNECTING THE SERVER TO THE NETWORK

To physically connect the Creative Workflow/Asset Library/Variable Data Print server to the customer's network:

1. Verify that the shipping package is intact.

   CAUTION: If the package is damaged in any way, do not proceed with the installation. Contact Shipping Logistics immediately.

2. Move the equipment to the approximate final location before unpacking. This will minimize the possibility of damaging the equipment or misplacing components.
3. Check that the equipment is at room temperature. This is especially important if the outside temperature is extremely hot or cold.
4. Unpack the equipment. Check each item against the packing slip. It any items are missing, contact Kodak immediately.

   Note: Keep all packaging materials in case anything needs to be returned.

5. Turn on the equipment to confirm that it works.

   CAUTION: If the equipment appears to be damaged, contact Kodak immediately.

6. Assemble the server.
7. Attach the dongle to the server.
8. Turn on the system.
9. From the Creative Workflow/Asset Library/Variable Data Print server, connect to the Microsoft Web site at http://www.microsoft.com/. Click **Security**.
10. Under **Current Security Updates**, click **Windows Security Update** to download the latest critical Microsoft Windows® hotfixes.
11. Set up the server to automatically download critical Windows updates:
    a. From the **Start** menu, select **Settings > Control Panel.**
    b. Double-click **Automatic Updates**.
    c. Ensure that **Automatic (recommended)** is selected.

d. Set how often the server will check for updates. We recommend daily at 2:00 A.M.

e. Click **OK**.

Microsoft also releases updates that are not classified as critical. Examples of noncritical updates include driver updates, service packs, feature packs, and tools. We recommend that you do not install noncritical updates until they have been approved by the InSite team. You will be notified of approved updates via the InSite distribution list on the Kodak eCentral® Internet portal at https://ecentral.creo.com/.

5. SETTING THE INTERNAL (LAN) IP ADDRESS OF THE SERVER

The system was set up with a default address that must be changed to integrate the system on the network. In the following procedure, you will set the static IP address supplied in the completed *Creative Workflow and Asset Library 3.0 Integrated Presite* document.

1. Log on as an Administrator (Username: Administrator, Password: creo).
2. On the desktop, right-click **My Network Places** and select **Properties**.
3. Right-click **Local Area Connection** and select **Properties**.
4. From the list of components in the Local Area Connection Properties dialog box, highlight **Internet Protocol (TCP/IP)** and click **Properties**.
5. Complete the boxes provided, using information from the customer's presite document, or contact the customer's network administrator:
   - Internal private (LAN) IP address (IIS for Creative Workflow)
   - Internal private (LAN) subnet mask (IIS for Creative Workflow and Asset Library)
   - Default gateway for Creative Workflow server
   - Primary (preferred) DNS address for Creative Workflow server (if required)
   - Secondary (alternate) DNS address for Creative Workflow server (if required)

   Note: Some IT departments require the DNS address to be left blank for security reasons.
6. Click **Advanced**.
7. On the **WINS** tab of the Advanced TCP/IP Settings dialog box, ensure that **Enable NetBIOS over TCP/IP** is selected, and add the primary and secondary DNS IP address if required.
8. Click **OK** and then **OK**.

6. SETTING THE CORRECT APPLETALK ZONE

The system was set up with a default AppleTalk® zone. You must update this with the correct AppleTalk zone.

1. On the desktop of the Creative Workflow/Asset Library/Variable Data Print server, right-click **My Network Places** and select **Properties.**
2. Right-click **Local Area Connection** and select **Properties**.

3. Select **AppleTalk Protocol** and click **Properties**.
4. Select the correct zone and click **OK**, and then **OK** again.

   Note: If you don't know the correct AppleTalk zone, check any Apple® Mac® computer on the network to determine it, using these same steps.

To verify that you have selected the correct zone, check the registry:

1. Open a Command Prompt window and type `regedit`.
2. Locate **HKEY_LOCAL_MACHINE > SYSTEM > CurrentControlSet > Services > AppleTalk > Parameters > DesiredZone**.
3. If the zone listed is incorrect, right-click the zone name and select **Modify**. Type the correct name and click **OK**.

   Note: If there is no zone, type *****.
4. Close the Registry Editor and type **Exit**.

7. MOVING THE SERVER INTO THE PREPRESS PORTAL DOMAIN

If the customer's Prepress Portal server is in a domain rather than a workgroup, the Creative Workflow/Asset Library/Variable Data Print server must be moved into that same domain:

1. On the Creative Workflow/Asset Library/Variable Data Print server's desktop, right-click **My Computer** and select **Properties**.
2. On the **Network Identification** tab, click **Properties**.
3. Under **Member of**, select **Domain.** Type the name of the domain into which the server is being moved.

   Note: Do not change the computer name. There are many references to this name.
4. Click **OK**.
5. Enter the username and password of the domain. Click **OK**.
6. Restart the server.

8. VERIFYING THAT MICROSOFT HOT FIXES ARE INSTALLED

Creative Workflow, Asset Library, and Variable Data Print 3.0 and later require the installation of two Microsoft hot fixes:

- KB828756
- KB834010

These hot fixes are *not* part of the Microsoft Critical Updates that are installed on the server; they must be installed separately.

To verify whether the hot fixes have been installed:

1. From the **Start** menu, select **Settings > Control Panel > Add or Remove Programs**.
2. Verify whether the two hot fixes appear in the list of currently installed programs.
3. If the hot fixes are not installed, install the hot fixes. For instructions, see the *Installing Microsoft Hot Fixes* section of the *InSite Creative Workflow, Asset Library, and Variable Data Print 3.0 Factory Installation Guide*.

9. CHANGING THE DEFAULT PASSWORD FOR THE ARAXI ACCOUNT

When the Creative Workflow/Asset Library/Variable Data Print server is set up in Production, it is configured with the default user name ARAXI and password ARAXI. This section describes how to change the server's default password, in the event that the customer wants to use a different one. Note that this procedure enables you to change the default password only, not the default user name. (The user name must continue to be ARAXI.)

Note: In an integrated environment, you must ensure that the Creative Workflow/Asset Library/Variable Data Print server's user name and password matches the user name and password of the attached Prinergy and Prepress Portal servers. All three servers must use the same account user name and password.

Changing the Creative Workflow/Asset Library/Variable Data Print server's password involves three procedures:

1. Changing the password for the ARAXI account using Computer Management
2. Running the Set User/Password utility on the server to tell the Creative Workflow/Asset Library/Variable Data Print software about the new password
3. Manually changing the logon passwords for the AraxiBackupManager and AraxiSysStateBackup services to use the new password

To change the password for the ARAXI account:

1. From the **Start** menu, select **Programs > Administrative Tools > Computer Management**.
2. In the Computer Management window, on the **Tree** tab in the left pane, expand **System Tools > Local Users and Groups > Users**.
3. In the right pane, right-click **Araxi** and select **Set Password**. Type a new password for the ARAXI account and click **OK**.
4. Log off of the server and then log on again using the user name ARAXI and the new password.

To run the Set User/Password utility:

1. From the **Start** menu, select **Programs > Kodak TwEm > Teamworks Config App**.
2. Click the **Configure Server** button.
3. On the **Set User/Password** tab, in the **User name** box, type `ARAXI`. In the **Password** and **Confirm Password** boxes, type the new password.

4. Click **Apply**.

   The following messages should appear:

```
Attempting to change user to .\ARAXI
Resetting environment with new user/password
Changing user/password for DCOM objects
Changing user/password for TWAM Service
Changing user/password for backup Service
Changing user/password for Web site Service
Successfully changed user name and password
```

To change the passwords for the AraxiBackupManager and AraxiSysStateBackup services:

The previous procedures changed the ARAXI account password for the Twam and Twam Processor services, but you must change the logon password for the AraxiBackupManager and AraxiSysStateBackup services manually.

1. From the **Start** menu, select **Programs > Administrative Tools > Services**.
2. In the right pane of the Services window, right-click **AraxiBackupManager**, and select **Properties**.
3. In the AraxiBackupManager Properties dialog box, on the **Log On** tab, ensure that **This account** is selected and that `.\Araxi` is entered as the account name.
4. Type the new password in the **Password** and **Confirm password** boxes, and click **Apply**.
5. Repeat steps 2 to 4 but this time for the **AraxiSysStateBackup** service.

Note: The above procedures assume that the ARAXI account is in a workgroup. If the customer requires an ARAXI account that is in a domain, when completing these procedures, you must specify `<domain name>\Araxi` as the account name (for example, `KODAK\Araxi`, where `KODAK` is the domain name), rather than just `Araxi` whenever you need to specify the account name.

10. ADDING THE SERVER TO THE PRINERGY/PREPRESS PORTAL SYSTEM

When the Creative Workflow/Asset Library/Variable Data Print server is delivered to the customer site, its registry does not yet point to the customer's Prepress Portal and Prinergy servers. The registry must be updated to point to the customer's Prepress Portal and Prinergy primary servers.

On the Creative Workflow/Asset Library/Variable Data Print server:

1. Select **Start > Programs > Kodak TwEm > TeamWorks Config App**.
2. In the TeamWorks Configuration Application dialog box, click **Configure Server**.
3. On the **Set Prinergy Server** tab, in the **Prinergy Server** box, type the name of the Prinergy server. *Do not* select **Use hosts files for server name resolution**.
4. Click **Apply**.
5. If a Hosts File Not Empty dialog box for the Creative Workflow/Asset Library/Variable Data Print server appears, prompting you to clear the entries from the host file, click **No**.

6. If a Hosts File Not Empty dialog box for the Prinergy server appears, prompting you to clear the entries from the host file, click **No**.
7. If a Hosts File Not Empty dialog box for the Prepress Portal server appears, prompting you to clear the entries from the host file, click **No**.
8. If a logon prompt appears, type the user name and password for the TwEm service (typically **ARAXI** and **ARAXI**).
9. When prompted to restart the server, click **Yes**.

   The following information should be logged in the **Details** box, where `PrinergyServerName`, `TwemServerName`, and `InsiteServerName` are replaced with the actual server names.

```
Attempting to change prinergy server to 'PrinergyServerName'
Reading host file on machine TwemServerName
Reading required parameters
Stopping TwAm service
Stopping World Wide Web service
Stopping oracle tns service in order to make db changes
Updating Tnsnames.ora so Twam can see the prinergy database
Restarting oracle tns service to pick up the tnsnames.ora changes
Creating database link to prinergy and loading appropriate sql objects
This can take 5-10 minutes, so please be patient...
Adding this server to the list of servers to backup
Setting the URL on the prinergy machine so FPO swap will succeed
Updating our registry to indicate which prinergy we are connected to
Successfully changed prinergy server to 'PrinergyServerName'
Getting insite server name from prinergy server
Reading host file on machine PrinergyServerName
Reading host file on machine InsiteServerName
Setting registry values on insite server InsiteServerName

Starting twam service
```

10. In the TeamWorks Configure Server dialog box, click **Close**.
11. Close the TeamWorks Configuration Application dialog box.

On the Prepress Portal server:

1. Notify the customer that you need to stop and restart the Prepress Portal service. You may need to schedule this for a convenient time when no one is using Prepress Portal.
2. Open a Command Prompt window and type `net stop insite` to stop the Prepress Portal service.
3. Type `net start insite` to restart the service.

11. CONFIGURING THE INSITE CREATIVE SOFTWARE

During on-site integration, you must set some configuration settings in InSite Creative Administration according to the information provided in the customer's presite document.

11.1 Entering the Printer's Company Information

Note: Click **Update** before exiting any Configuration Settings page to ensure that the information on that page is properly recorded in the registry.

1. Start InSite Creative Administration by double-clicking the TwEm Administrator shortcut on the desktop, or using the Microsoft Internet Explorer® Internet browser to go to `http://<servername>:6377/TwamWebAdmin/`. Log on using the username `ARAXI` and password `ARAXI`.
2. Click **Configuration Settings > Printer Information** and enter the following information:
   - **Printer Name**—the company name that the customer's users will see
   - **TwEm Administrator Email**—the e-mail address to which the customer's users should send requests for assistance or information

     You can have only one administrator e-mail address.
   - **TwEm Home Page**—the Web site URL that the customer's users log on to. When the customer is running Creative Workflow, Asset Library, and Variable Data Print integrated with Prepress Portal, the Web site URL should be the Prepress Portal logon page's URL—for example, http://prepressportal.printer.com.
3. Click **Update**.
4. Click **Security**.
5. Select **Enforce Strong Passwords** and click **Update**. (For more information about strong passwords, see the *Creative Workflow and Asset Library 3.0 Integrated With Prepress Portal System Administration Guide*.)
6. Click **Workflow**.
7. Ensure that **Allow Download of LowRes JPEG Images from libraries** is selected.
8. Click **Update**.

11.2 Applying the New Look

Creative Workflow, Asset Library, and Variable Data Print 3.0 provide a new 'look' that controls the appearance of the toolbar and Operations palette on the project and library pages of the customer's Web site. When Creative Workflow, Asset Library, and Variable Data Print are integrated with Prepress Portal 5.0, you should turn on the new look. Because Prepress Portal also introduces a new look, applying the new look to Creative Workflow, Asset Library, and Variable Data Print ensures that the customer's users have a consistent experience throughout the system.

1. In InSite Creative Administration, click **Configuration Settings > System and Networking**.

2. Select the check box next to **InSite Creative 3.0 Web Page Appearance**.
3. Click **Update** to save and apply the changes.
4. Close InSite Creative Administration.

12. SETTING UP THE SMTP E-MAIL SERVER

1. On the Creative Workflow/Asset Library/Variable Data Print server, from the **Start** menu, select **Programs > Administrative Tools > Internet Services Manager**.
2. In the Internet Information Services window, on the **Tree** tab, expand the name of the server.
3. Right-click **Default SMTP Virtual Server** and select **Properties**.
4. On the **Delivery** tab, click **Advanced**.
5. In the Advanced Delivery dialog box, in the **Smart host** box, type the SMTP e-mail server's IP address. The IP address must be contained in square brackets—for example, `[10.1.2.200]`.
6. Close the dialog box and the Internet Information Services window.

13. CONFIGURING THE INSITE CREATIVE SOFTWARE FOR MULTIHOMING

If the Prepress Portal server is multihomed, a number of registry entries must be edited in the Creative Workflow/Asset Library/Variable Data Print server's registry.

You can check the Prepress Portal server's registry settings to determine if it is multihomed:

1. On the Prepress Portal server, open a Command Prompt window and type `regedit`.
2. Navigate to **HKEY_LOCAL_MACHINE\Software\Creo\Araxi\Settings\Default\PWEB\Networking**.
3. Check if the value for **Multihomed** = **True**.

If the Prepress Portal server is multihomed, edit the following registry entries on the Creative Workflow/ Asset Library/Variable Data Print server:

1. Open a Command Prompt window and type `regedit`.
2. Navigate to **HKEY_LOCAL_MACHINE\Software\Creo\Araxi\Settings\Default\TWEB** and select the **Enterprise** entry.
3. Double-click each of the following entries in turn, and add the following values. The actual values to be entered can be found in the corresponding **Networking** section of the Prepress Portal server's registry of the Prepress Portal server (**HKEY_LOCAL_MACHINE\Software\Creo\Araxi\Settings\Default\PWEB\Networking)**. The values to be modified are as follows:
   - **LocalCoopServerBrokerLanIp** = <SmartReviewLanIp in Prepress Portal Networking registry>
   - **LocalCoopServerBrokerWanIp** = <SmartReviewWanIp in Prepress Portal Networking registry>

- **LocalCoopServerInternalIpRanges** = < InternalIpRanges in Prepress Portal Networking registry> (will look something like `10.1.*; 127.0.0.1`)
- **LocalCoopServerIsMultiHomed** = **True**

14. CONFIGURING THE INSITE CREATIVE SYSTEM FOR A TERTIARY SERVER

If projects and libraries are to be homed on a tertiary server, complete the following steps:

1. Set up a share on the tertiary server (recommended name is **AraxiVolume_<servername>_<drive>**, for example, **AraxiVolume_ServerXXX_J**).
2. Ensure that the tertiary server is configured to allow read/write permission for an ARAXI user accessing the share.
3. Add the tertiary server location to the database:
   a. On the Creative Workflow/Asset Library/Variable Data Print server, open a Command Prompt window and type `sqlplus prinergy/araxi`.
   b. At the `SQL>` prompt, type
   ```
   exec pkg_twcustpath.sp_twupdateprinterdefaults('<server name>',
   '<sharename>');
   ```
   For example:
   ```
   SQL> exec pkg_twcustpath.sp_twupdateprinterdefaults('JANE',
   'AraxiVolume_Jane_J');
   ```
   c. At the `SQL>` prompt, type `commit;`
   d. At the `SQL>` prompt, type `quit;`

The server and share name of the tertiary server are added to the database, so that all new projects and libraries will be created on the tertiary server.

15. CONFIGURING THE PRINERGY SERVER

1. Create a process template to use the image proxy feature in Asset Library:
   a. In Prinergy Workshop, select **Tools > Process Template Editor**.
   b. Right-click **Refine** and select **New Process Template**.
   c. Select the **Fonts and Images** check box and then expand that section.
   d. In the **Images** area, select both **Do OPI Image Replacement** and **Search EyeMedia For High-Resolution Images**.
   e. Select the **ColorConvert** check box and leave the default settings in that section.
   f. From the **File** menu, select **Save** and type the name `Image Proxy Refine`.
   g. Close the Process Template Editor.

2. Create an **Image Proxy** pre-job and add a hot folder that uses the new **Image Proxy Refine** process template:

   a. In Prinergy Workshop, click **Pre-Jobs**.

   b. From the **File** menu, select **New Pre-Job.**

   c. Type the name `Image Proxy` and click **Create**.

   d. From the **Job** menu, select **Manage Hot Folders** and click **Add**.

   e. Under **Process Files**, select the **Image Proxy Refine** process template.

   f. Type a name for the hot folder. Click **OK** and then **Close**.

   g. Close the Job Manager and Job Finder.

3. Add the Creative Workflow/Asset Library/Variable Data Print server to the Prinergy backup strategy:

   a. On the Prinergy server, click the Prinergy Administrator shortcut.

   b. Select **Tools > Configure System**.

   c. On the **Backup** tab, click **Add Server** and add the Creative Workflow/Asset Library/Variable Data Print server to the list of servers to be backed up. (For more information about backing up the server, see the *Creative Workflow and Asset Library 3.0 Integrated With Prepress Portal System Administration Guide*.)

16. LOGGING IN

Creative Workflow, Asset Library, and Variable Data Print must be tested from inside the firewall (on the LAN).

1. Start InSite Creative Administration by double-clicking the TwEm Administrator shortcut on the desktop, or using Internet Explorer to go to `http://<Creativeservername>:6377/TwamWebAdmin/`. Log on using the username `ARAXI` and password `ARAXI`.

2. Click **Staff Users** and then click **zCSupport_CSR**. Assign the user an Administrator system role, Administrator project role, and Administrator library role.

   Note: Do not *create* a staff account in InSite Creative Administration. If **zCSupport_CSR** is not listed, log on to Prepress Portal and create the account there (with the username `zCSupport_CSR` and password `Cre<BPNumber>!`, where `<BPNumber>` is the customer's unique Business Partner number). Return to InSite Creative Administration and **zCSupport_CSR** should appear. (You may need to refresh your browser.)

3. Click **Update**.

4. Close InSite Creative Administration.

5. Log on to the customer's Web site (http://<PrepressPortalservername>) using the username `zCSupport_CSR` and password `Cre<BPNumber>!`.

17. VERIFYING THE SERVER'S JAVA VERSION

1. Once you are logged on to the customer's Web site, click **System Diagnostics** at the bottom of the screen. In the System Diagnostics window, scroll to the **Java** section and check if the Sun® Java® software version is up to date. If the version is not supported, follow the instructions as indicated for updating the server's Java version:

   a. Click the link and start the installation of the new version of the Java executable.

   b. Use all Java installer defaults.

   c. Once the installation is complete, check that you have an entry for Java in **Settings > Control Panel**.

   The final steps of the Java installation require you to close any open browsers and clear your caches.

2. Close your browser window.

3. Reopen your browser, log on again, and click **System Diagnostics**. Verify that the Java software version is now up to date.

18. TESTING THE INSITE CREATIVE SOFTWARE

1. Log on to the customer's Web site as the staff user **zCSupport_CSR**.

2. Select the customer **zCSupport**.

3. Create a new project.

   a. Click **Projects**.

   b. Click **New Project**.

   c. Type the project name `TestProject`.

   d. Click **Create Project**. The new project opens.

4. Upload some elements to the project.

   a. Click **New Upload**.

   b. In the **Upload Name** box, give the upload a title.

   c. Click **Add Files** to locate and select the elements to upload. You can use the sample test files on the Creative Workflow, Asset Library, and Variable Data Print 3.0 DVD, in the folder **InSite Creative 3.0\ICW_IAL_Test_Files**.

   d. Click **Upload**.

   e. When a **Close** button appears, click it.

   f. The Upload Details dialog box displays the upload's progress. When the upload is complete, click **Close**. The elements appear in the project.

5. Download an element from the project.
   a. In TestProject, select the check box of the element that you want to download.
   b. On the Operations palette, click **Download Original**.
6. Create a new library.
   a. On the toolbar, click **UserHome**.
   b. Click **Libraries**.
   c. Click **New Library**.
   d. Type the project name `TestLibrary`.
   e. Click **Create Library**. The new library opens.
7. Upload some elements to the library, following the same procedure as in step 4.
8. Download an element from the library, following the same procedure as in step 5.
9. If the customer is licensed for Variable Data Print, perform the following steps:
   a. In the Projects view, open the project TestProject.
   b. Click the **Variable Data Print** tab.
   c. Click **Create VDP Template**.
   d. Type a name for the template, and click **Add**.
   e. On tab **1: Import Darwin job**, click **Upload**.
   f. Browse to the folder **InSite Creative 3.0\JVDP_Test_Files\SportsShopBusinessCard** and select the Darwin job file **Sports_Shop_BC_on_Demand.drwn**. Click **Upload**.
   g. On tab **5: Verify template**, click **Show Viewer** to preview the template.
   h. Type information in any of the fields, and click **Update**. If the changes are reflected in the preview, the test is successful. Close the preview.
10. Click **X** at the top-right corner of the window to log off.

19. ON-SITE INTEGRATION CHECKLIST

- ❑ Obtained required documents, license key, and CDs/DVDs
- ❑ Connected the Creative Workflow/Asset Library/Variable Data Print server to the network and verified network connectivity
- ❑ Set the internal IP address of the server
- ❑ Set the correct AppleTalk zone.
- ❑ Moved the server into the Prepress Portal server's domain, if required
- ❑ Verified that the Microsoft hot fixes KB828756 and KB834010 are installed and, if not, installed them

- Changed the Creative Workflow/Asset Library/Variable Data Print server's default ARAXI account password, if required
- Added the InSite Creative software to the Prinergy/Prepress Portal system
- Set InSite Creative Administration configuration settings
- Set up the SMTP e-mail server
- Configured Creative Workflow, Asset Library, and Variable Data Print for multihoming (if required)
- Configured Creative Workflow, Asset Library, and Variable Data Print to use a tertiary server (if required)
- Configured the Prinergy server to use Asset Library's image proxy feature
- Added an Asset Library process plan to Prepress Portal's upload processing settings
- Verified the Java software version on the server
- Tested the on-site integration of the server from inside the firewall (on the LAN)
    - Assigned roles to the **zCSupport_CSR** staff user
    - Created a new project
    - Uploaded elements to the project
    - Downloaded an element from the project
    - Created a new library
    - Uploaded elements to the library
    - Downloaded elements from the library
    - Created a variable data print template
- Verified that the presite document is correct and updated, and sent an e-mail message with any changes to CustomerDataCenter@creo.com (or faxed 604.437.9891).