

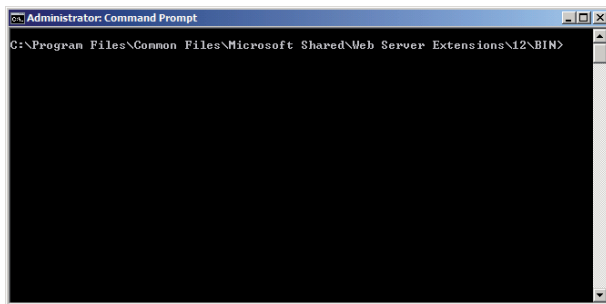


## ShortUrl Installation Instructions

Installation of **ShortUrl** is a simple affair and can normally be completed by a SharePoint Administrator in a matter of just a few minutes.

You should have received a zip file which when extracted, will contain a file called: **ShortUrl.wsp**

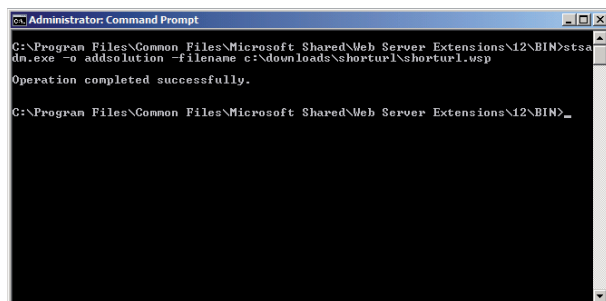
**ShortUrl.wsp** is a solution file that needs to be installed on the SharePoint Farm. Using a server which has the SharePoint installation files and access to the Central Administration console, launch the Command Shell and navigate to the 12 Hive, as below.



Then, using the STSADM commands, add the solution to the farm by using a syntax such as

```
stsadm.exe -o addsolution -filename c:\downloads\shorturl\shorturl.wsp
```

Where the actual file name is wherever you have extracted the .wsp file to. You should see a screen similar to this:

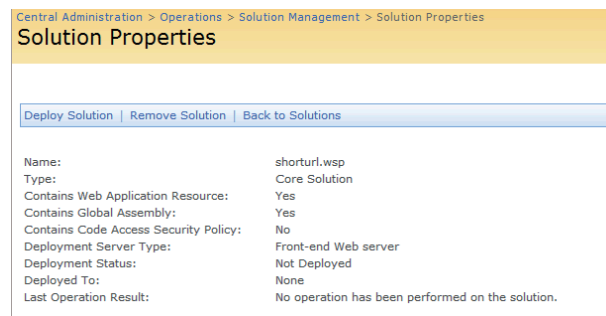


Once the solution has been added to the SharePoint Farm, the next step is to deploy the solution. This can be done from the STSADM tool as well but for ease of use, we'll use the Central Administration Tool to do the deployment.

**ShortUrl** uses a HTTP Module and as such it will need to briefly pause the web service on installation. This normally only takes a couple of seconds but if this going to impact your

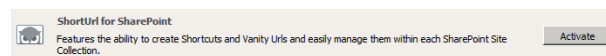
users, schedule the deployment using the built in tools in Central Administration.

In the Central Administration console, under Global Configuration, select Solution Management and you will see an entry for **shorturl.wsp**, Click on the **ShortUrl.Wsp** link and you will see the following:



Select **Deploy Solution**. At this point you can chose to deploy straight away or defer the deployment to a specific time such as out of hours or during normal maintenance times.

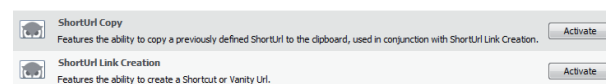
After the deployment, activation of the web feature is required. Still using the Central Administration console, under Application Management, SharePoint Web Application Management, select **Manage Web Application Features** and you'll see the following:



Click the button to activate the new feature for this web application. Once the solution is deployed and activated, you can exit the Central Administration console as all the following steps will occur through the SharePoint user interface. **Installation now is complete**

## Activating ShortUrl

In common with other Solutions and Features in SharePoint, they can be turned on or off on a site by site basis. To do this, in each site that you want to use **ShortUrl**, select Site Actions, Site Settings and choose Site Features. You can then activate the two features for **ShortUrl** as below:



Thank you for purchasing **ShortUrl**.

In the unlikely event of installation problems, consult our online FAQ on the support section of our website.

[www.sharepointsense.com/support](http://www.sharepointsense.com/support)

