

HarePoint Thumbnails for SharePoint

For SharePoint Server 2010/2013 and SharePoint Foundation 2010/2013.



Product version 1.0

March 7, 2013

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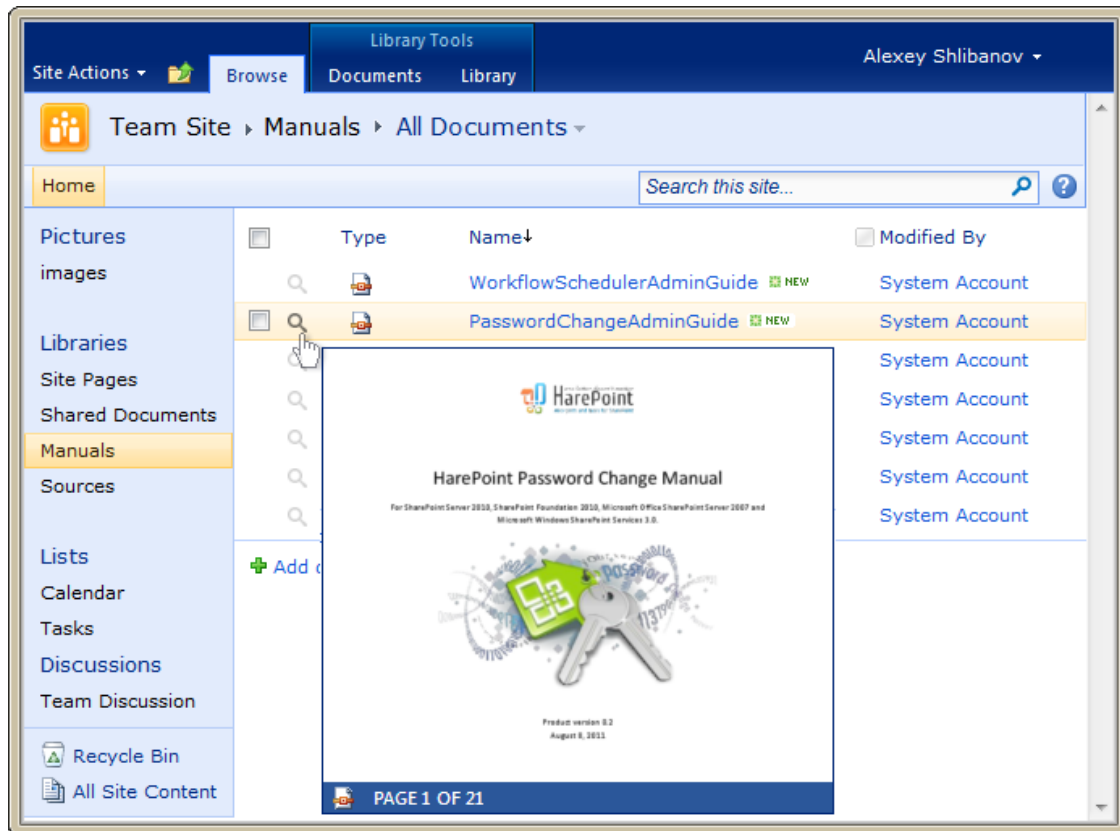
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I. Introduction

HarePoint Thumbnails for SharePoint is a solution which lets you browse your documents and images in SharePoint libraries in the most convenient way.

The solution displays document and image thumbnails directly in SharePoint document or picture libraries, so you have the immediate opportunity to preview the document instead of downloading and opening it.



HarePoint Thumbnails for SharePoint is a lifesaver when you are trying to locate a specific document, image or presentation in a large document / image library.

The product generates thumbnails for the following files:

- Microsoft Office applications (Word (.doc; .docx), Excel (.xls; .xlsx));
- PDF;
- Images (all common formats);
- Web pages (html, htm, mht);
- E-mail messages (eml, msg).

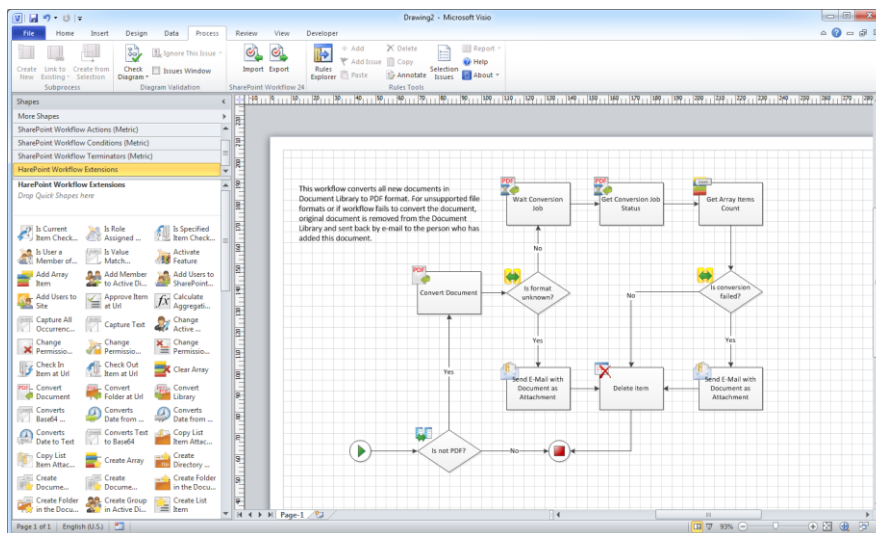
We also recommend you to pay attention to the following products of our company:

- **HarePoint Workflow Scheduler for SharePoint 2010** is a free software product that allows automatic execution of SharePoint workflows by schedule. With its help, you can automate recurring business processes, debug your workflows with various sets of parameters, test server's performance by starting workflows with specified frequency.

The product supports declarative workflows (created in Microsoft SharePoint Designer) and Visual Studio workflows. It supports both site and list workflows and allows launching workflow for every document or list item, for manually selected item or for items selected by CAML query. HarePoint Workflow Scheduler is fully compatible with InfoPath, and has the option to pass pre-defined parameters.

Task Name	Enabled	Workflow Name	List Name	Triggers
Generate Invoices	Yes	GenerateInvoice	Orders	At 45 minute every hour
Update Profiles	Yes	UpdateProfile		At 3:30 AM every day
Run now	No	ConvertDocs	Docs	At 30 minute every 3 hours
Disable	Yes	Report	Orders	At Mon in 12:10 AM every week
View Item	Yes	Report	Orders	At 1st day 5:46 PM every month
Edit Item	No	ConvertImages	Photos	At 10/19/2011 12:30 AM
Alert Me	Yes	Reminder		At 8:30 AM every day
Manage Permissions	Yes	Report	Orders	At 10/10/2011 5:50 PM
Delete Item				
Add new item				

- **HarePoint Workflow Extensions for SharePoint 2010** provides over 180 new 'ready-to-use' activities for SharePoint workflow development. The product is fully supported by all Microsoft workflow development tools and there is no need to migrate and adapt current workflows to a new development environment, or to master and deploy new development tools. You can benefit from the power of the product in SharePoint Designer 2010, Microsoft Visual Studio 2010, and in Microsoft Visio 2010.



You will find the information on these products, as well as trial versions at www.harepoint.com.

II. Deployment

1. System requirements

HarePoint Thumbnails for SharePoint is designed to operate in:

- Microsoft SharePoint Server 2013,
- SharePoint Foundation 2013,
- Microsoft SharePoint Server 2010,
- SharePoint Foundation 2010

(hereinafter referred to as SharePoint) environments.

The Product has no special requirements to the operating system and its components, RAM memory space and CPU type. The Product may operate at any configuration where SharePoint is deployed; it requires 10 Mb of disk space on each SharePoint server.

Apache OpenOffice (<http://www.openoffice.org/>) must be installed on the application server in order to HarePoint Thumbnails for SharePoint to generate the preview for Microsoft Office documents in spreadsheets.

3. Licensing and trial limitations

HarePoint Thumbnails for SharePoint is licensed for a number of SharePoint Web Front-End Servers or servers where “Microsoft SharePoint Web Application” service is running. The number of licenses should correspond to a number of servers. The list of services installed on the server can be viewed by opening System Settings tab and clicking the link “Manage servers in this farm” on Central Administration site.

You may use the Product on the basis of one of two licenses:

1. **Trial License.** Provided automatically for a 30-day period to use the Product in organization’s environment without any limitation of Product functionality.
2. **Commercial License.** This license is purchased for a number of SharePoint Servers and allows using the Product in the organization’s environment without any limitation by usage time and functionality.

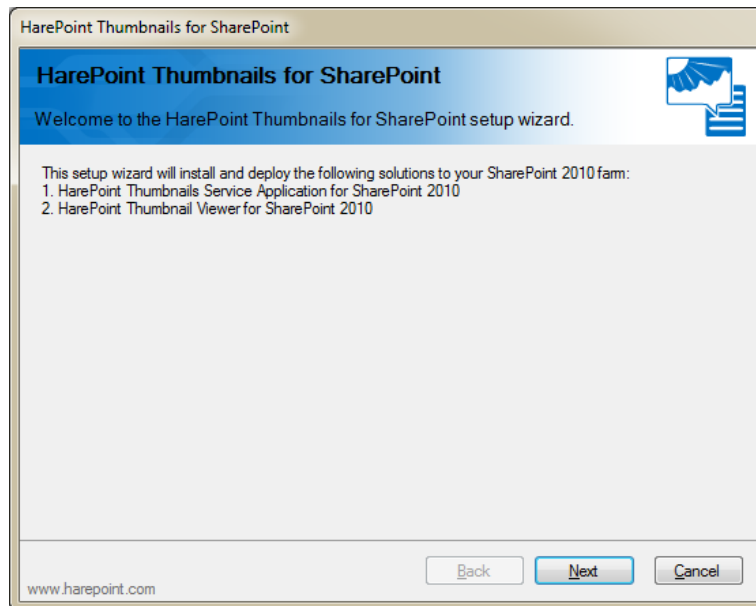
Note that after purchasing Commercial License and entering registration keys into the Product settings, the Product becomes fully functional.

See product page at <http://www.harepoint.com/> for more details about Product licensing and pricing.

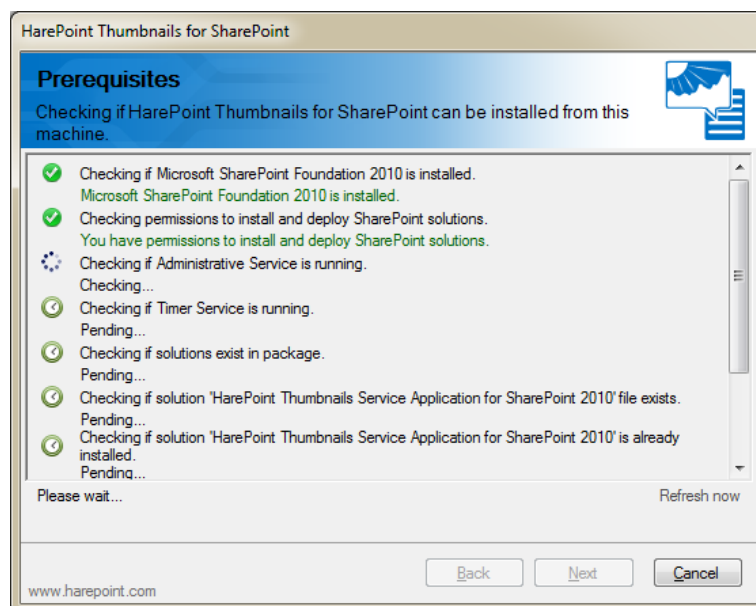
4. Installing HarePoint Thumbnails for SharePoint

To install the product you'll need Farm Administrator rights.

Please access any WFE server of the SharePoint farm, unpack the product archive into a folder on the local disk. Run SETUP.EXE in the selected folder. Installation Wizard will start:

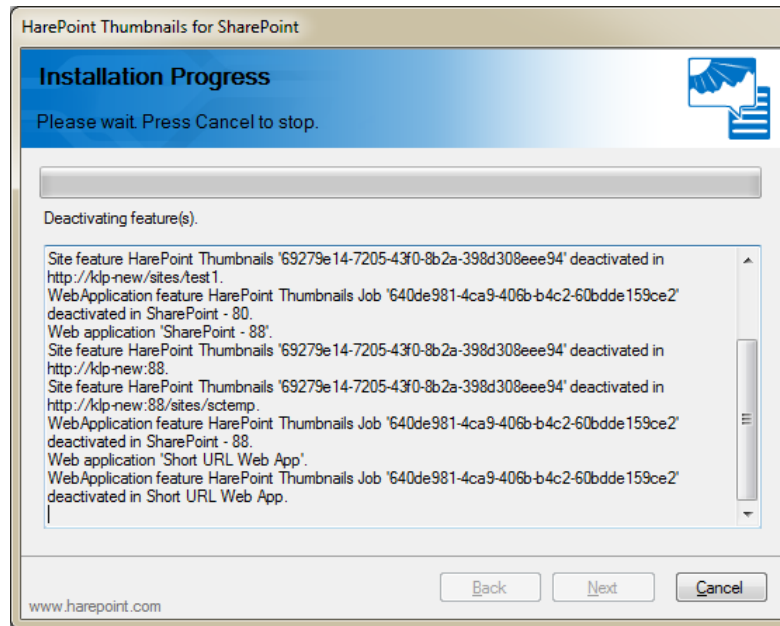


Press Next button on the wizard's welcome screen and the wizard will check if the product can be installed:



Should any problems be detected, please rectify them and restart the installation wizard.

At the next step of the Wizard, you'll choose site collections where the Product should be deployed. Select required site collections and follow the instructions of the Wizard to complete installation:

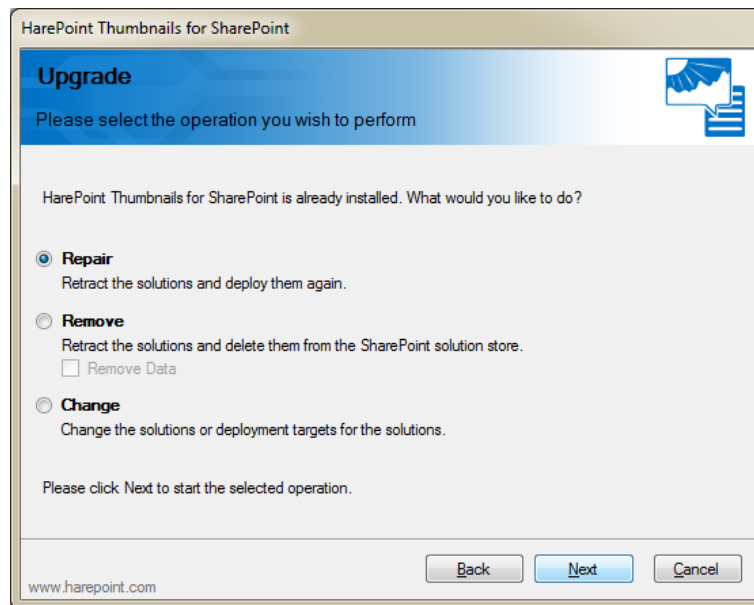


The Product requires additional post-install configuration to be ready to work. See the chapter 5 of this section on how to add HarePoint Thumbnails Service Application.

4. How to repair, upgrade or remove the Product

To repair, upgrade or remove the product you'll need Farm Administrator rights.

Please enter any WFE server of the SharePoint farm, unpack the product archive into a folder on the local disk. Run SETUP.EXE in the selected folder. Installation Wizard will be launched. Following instructions of the Wizard, pass system check step similar to those ones during the product installation (see Chapter 3). Upon completing these steps the Wizard will ask you to repair, upgrade, or remove Product components.

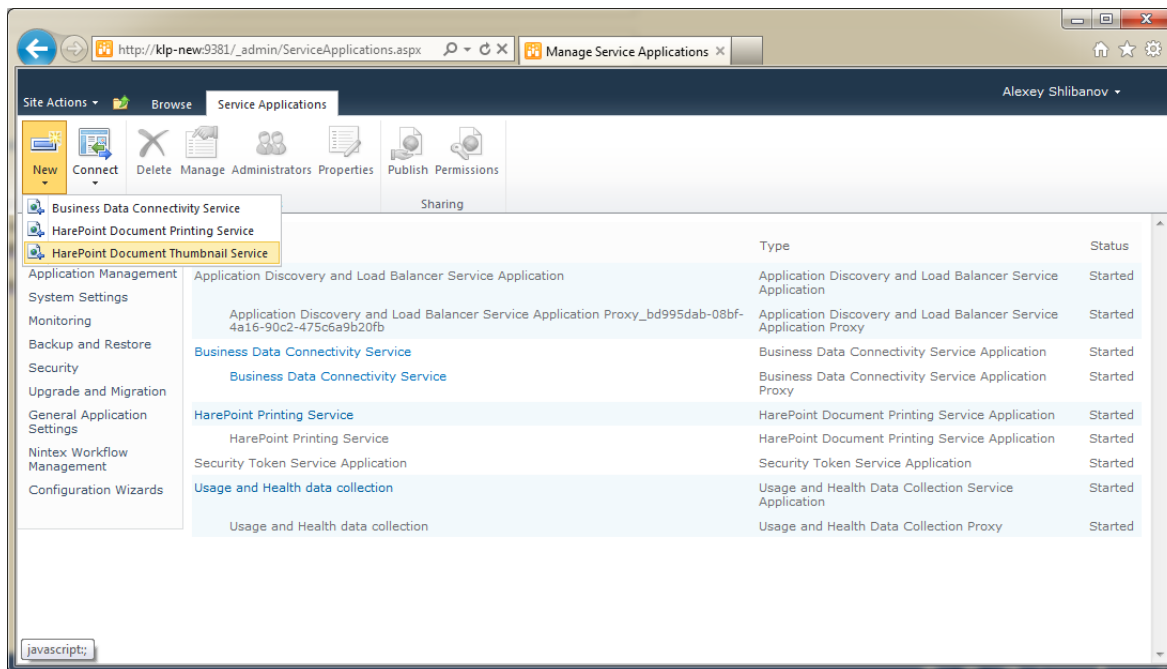


Select the required type of operation and follow further instructions of the Wizard.

5. Adding HarePoint Thumbnails Service Application

After running the setup program in deploying the product you need to add HarePoint Thumbnails Service Application. In order to do this open *Central Administration* -> *Application Management* -> *Manage service applications*.

On the ribbon, click *New* button and select “HarePoint Thumbnails Service”:



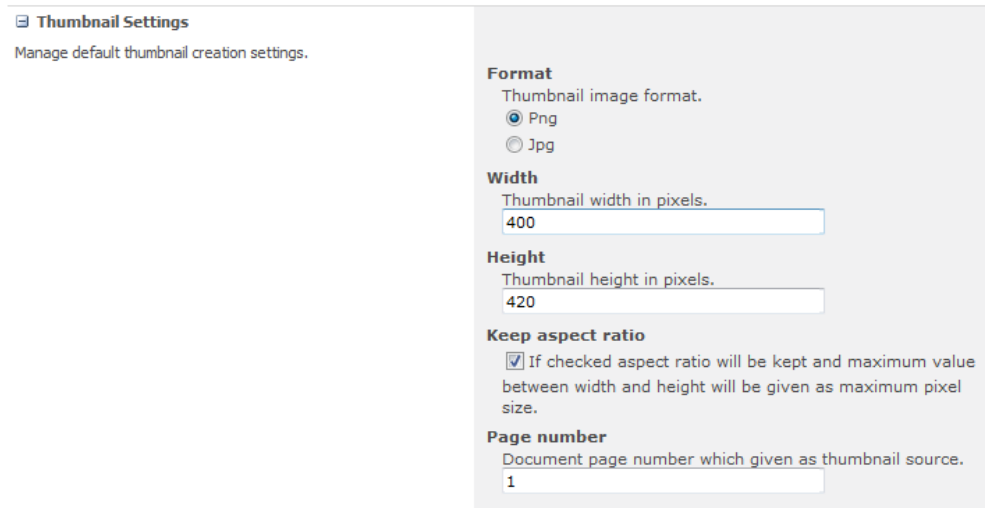
In the popup window enter a name for the service application, for example “HarePoint Thumbnail Service”. Leave “*Add this service application's proxy to the farm's default proxy list*” option checked and click *OK*.

Once application is added, you can open the settings using *Manage* button on the ribbon. See details about service application configuration in section III.

III. Product Overview

1. Configuring Service Application

To start working with the Product you need to add one or more SharePoint sites and connect to them.



Thumbnail Settings
Manage default thumbnail creation settings.

Format
Thumbnail image format.
☒ Png
☐ Jpg

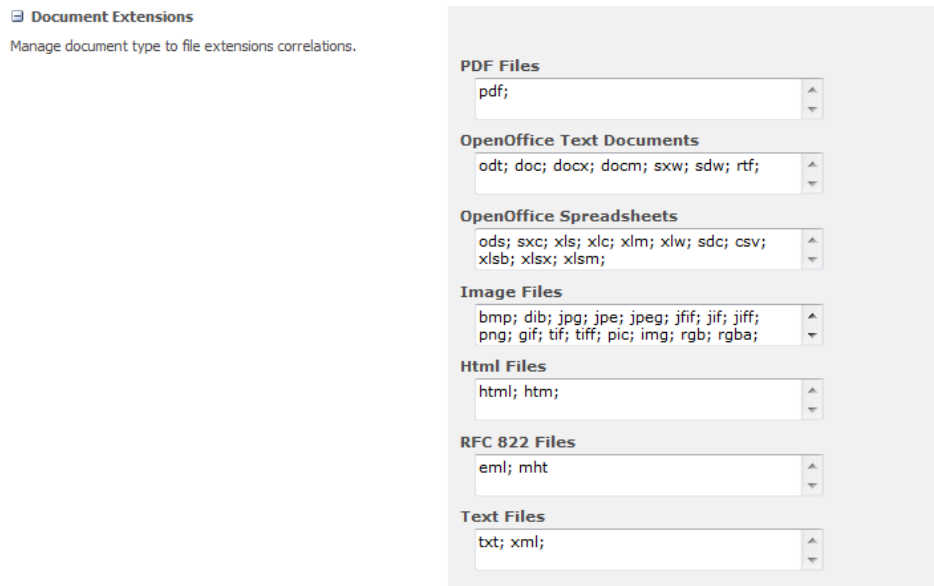
Width
Thumbnail width in pixels.
400

Height
Thumbnail height in pixels.
420

Keep aspect ratio
☒ If checked aspect ratio will be kept and maximum value between width and height will be given as maximum pixel size.

Page number
Document page number which given as thumbnail source.
1

To add new SharePoint site connection click “Add Site” button on the ribbon and enter site connection details:



Document Extensions
Manage document type to file extensions correlations.

PDF Files
pdf;

OpenOffice Text Documents
odt; doc; docx; docm; sxw; sdw; rtf;

OpenOffice Spreadsheets
ods; sxc; xls; xlc; xlm; xlw; sdc; csv; xlsb;xlsx; xlsxm;

Image Files
bmp; dib; jpg; jpe; jpeg; jfif; jif; jiff; png; gif; tif; tiff; pic; img; rgb; rgba;

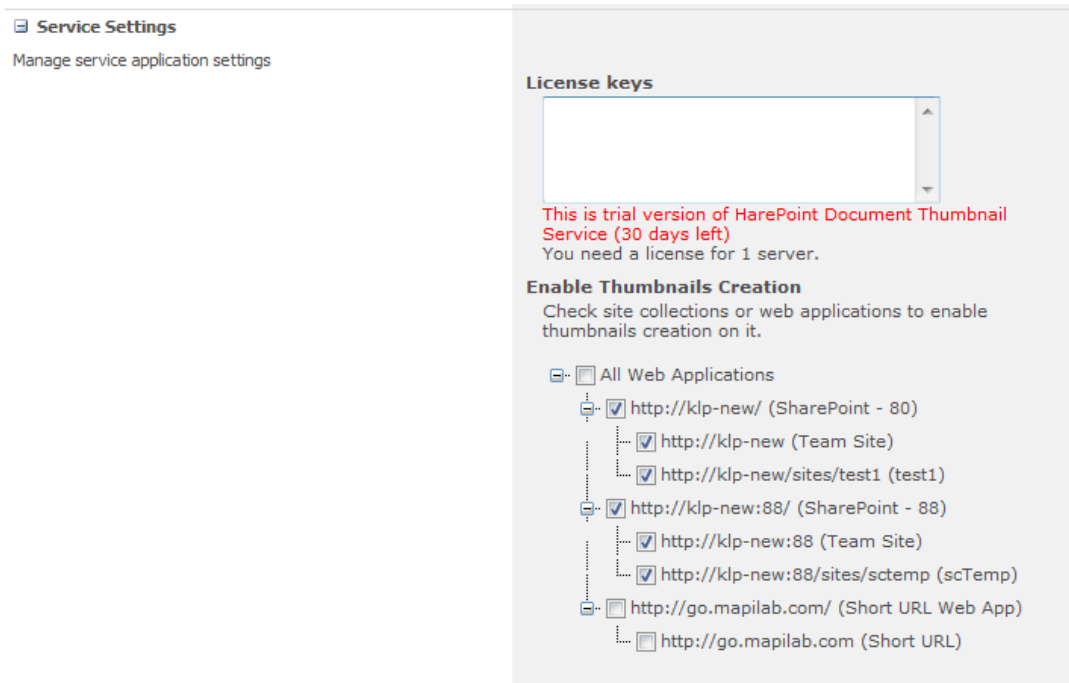
Html Files
html; htm;

RFC 822 Files
eml; mht

Text Files
txt; xml;

By default, the program connects to the SharePoint site using the current user account. If you need to connect using a different user account, you can specify it in the “Logon Information” section. Note:

when connecting to SharePoint Online site the program can ask you to provide username and password manually.

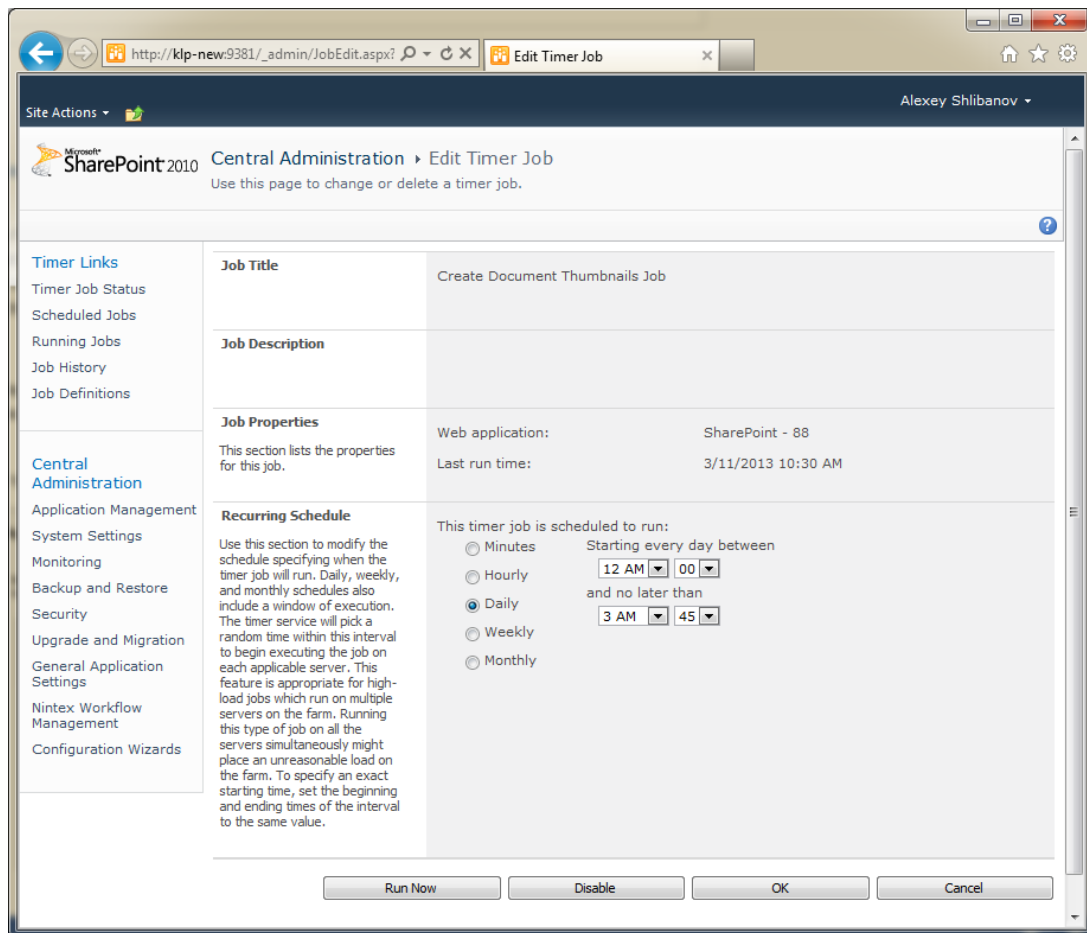


Once the site is added, you can connect to it by clicking “Connect” button on the ribbon. After the program connects to site, it will display a list of workflows on this site in the right pane. It also downloads the site hierarchy, and it will appear in the tree in the left pane.

For the convenience of working with a large number of sites, you can group sites into folders. Folders can be created using “Add Folder” button on the ribbon.

2. Configuring Timer Jobs

To transfer a workflow from one SharePoint site to another, you can simply drag and drop one or more workflows to the target site. This will bring up the Workflow Migration Wizard that will guide you through the workflow transfer process. Also you can start this wizard via the context menu or “Migrate Workflow” button on the ribbon.



On the “Target Site” step of the wizard you have to choose SharePoint site where workflow(s) will be transferred to. By default, this is the site where you drag a workflow(s). You can choose another site or specify a new one.

On the “Settings” step you may need to specify some settings for each workflow you want to transfer.

These settings include *Associated List* (for List workflows), *History List*, *Task List* and *workflow start options*. The program tries to match lists on the source and target SharePoint sites automatically. But this is not always possible and in some cases you want to specify the lists manually.

After you click “Next” button the workflow migration process will start.

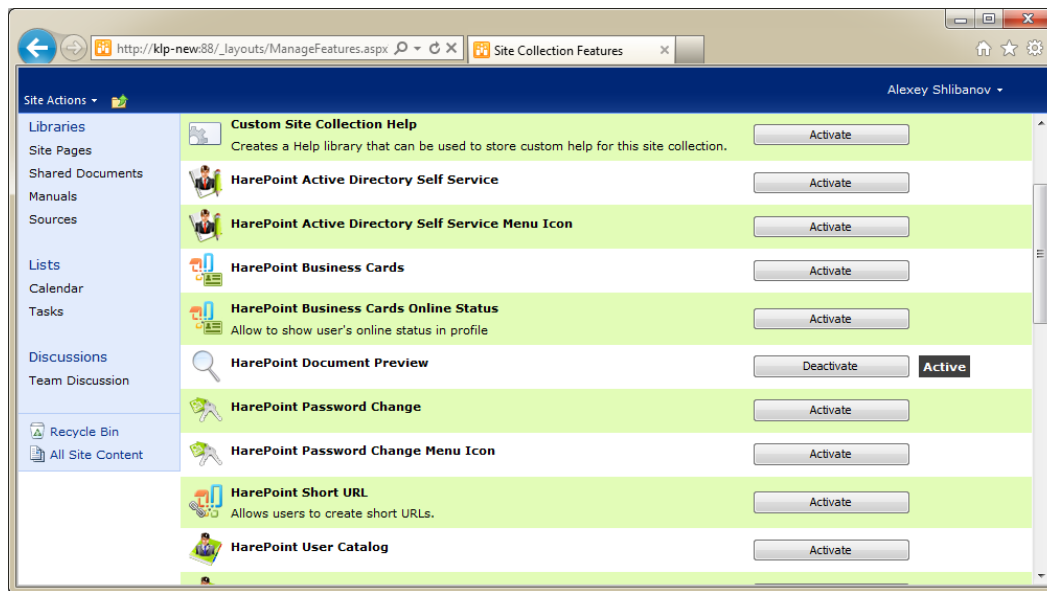
If there are any problems during the transfer of specific workflow, then the “Message” column will contain the brief description of the problem. You can click on the specific message to get detailed report on the problem. The most common errors are:

- Source workflow contains of one or more of the activities that are not available on the target SharePoint site. In this case, if source SharePoint site uses some custom activities, then you need first to deploy them on the target SharePoint site.
- The program cannot map one or more lookup fields on the target SharePoint site. In this case the workflow will be migrated but not published. You need to open transferred workflow on target SharePoint site in SharePoint Designer, correct errors and publish workflow.

If a workflow with the same name exists on the target SharePoint site, then the program will display the following dialog:

3. Enable or Disable HarePoint Thumbnails on Site Collection or Site

If for any reason you are not able to connect to both the source and destination SharePoint sites, then you can use feature to export a workflow to a file. When you click on the “Download Workflow” button on the ribbon (or context menu) the program will create a .zip file that can be imported on another SharePoint site using “Upload Workflow” button.



Additionally, you can change workflow startup settings by clicking “Workflow Information” button on the ribbon:

Finally, you can delete a workflow, as well as open them in the SharePoint Designer.

Appendix A. Troubleshooting

A.1 I have a problem with the generation of preview files. What do I need to check?

First, make you sure that you have started HarePoint Create Thumbnails Job on specified web application. Then check SharePoint ULS logs (by default located at *C:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\14\LOGS*) for any errors in HarePoint Thumbnails category and correct them