

Web Server Setup Instructions



Table of Contents

Purpose	3
Before you Begin	3
Convert FAT drives to NTFS	3
How to tell what type of drives you have:	3
How to change your drives from FAT to NTFS:	3
Install Internet Information Service (IIS).....	4
How to tell if IIS is installed on Windows NT version 4.0:.....	4
How to tell if IIS is installed on Windows 2000:.....	5
Installing IIS	6
Installing IIS on Windows NT 4.0:.....	6
Installing IIS on Windows 2000:	6
Apply current service packs.....	7
Windows NT 4.0 Service Pack:	7
Windows 2000 Service Pack:	7
Apply last minute patches.....	7
Windows Update Web Site:.....	7

Purpose

This document describes the instructions for setting up a web server to support the OPSoftware web based products. You only need to follow these instructions if you are installing a web-based product. The eShare, eXpand, and eOffice products do not require web servers.

Before you Begin

Make sure you have completed the Common Setup Instructions before performing these steps. This process must be completed before you continue.

Convert FAT drives to NTFS

You should never install a web server on a FAT formatted drive if you EVER plan on allowing Internet access to your web site. There is no longer any valid reason for keeping your drives formatted as FAT.

How to tell what type of drives you have:

Double click My Computer. Right click on a drive and choose properties. You should see a label that says "File System:" If it says FAT anything as the file system type, then your drives are formatted as FAT.

How to change your drives from FAT to NTFS:

Make sure no programs are running. You should have a complete backup of the drive you are converting before performing this operation. Choose Start – Run and then type: COMMAND in the open box. Click OK. A DOS window will appear with a C: prompt. Type: CONVERT C: /FS:NTFS /V and press enter.

You will probably receive a message stating that convert cannot gain exclusive access to the drive and would you like to convert it the next time the system is restarted. Answer Y. When the C: prompt is shown again, type: EXIT and press enter. This will return you to the Windows desktop.

Shutdown and restart your server. When the server re-boots you will see the conversion taking place and the system may restart itself several times. Do not interfere, just wait until Windows restarts.

Example DOS screen with convert command. Be sure to substitute C: with whatever drive you may be converting.



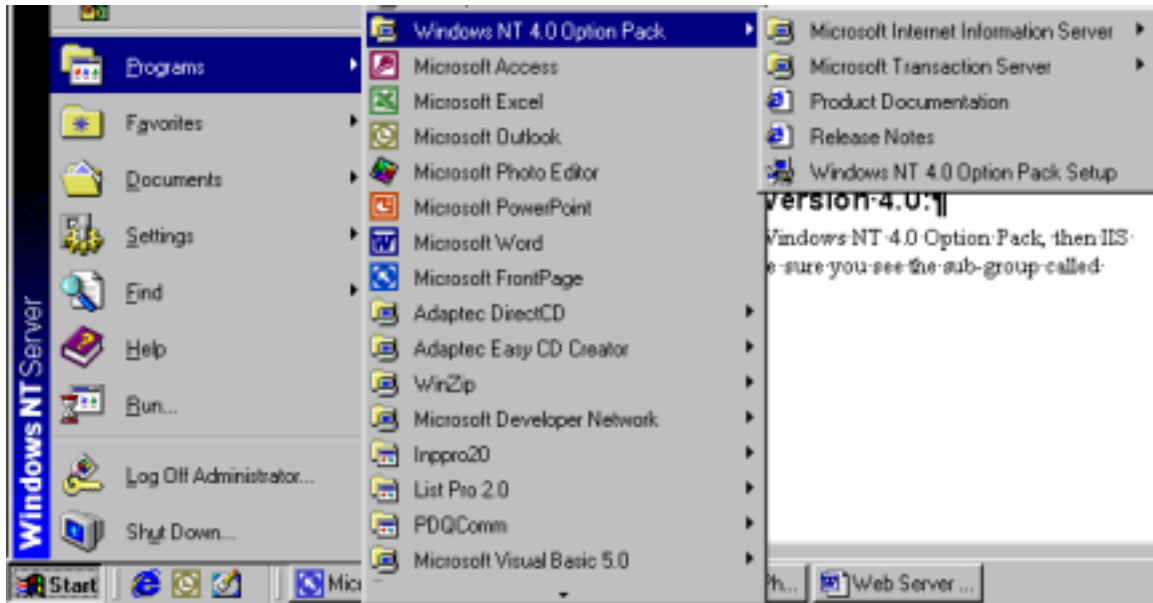
```
C:\WINNT\System32\command.com
Microsoft(R) Windows NT DOS
(C) Copyright Microsoft Corp 1998-1996.
C:\>CONVERT C: /FS:NTFS /V_
```

Install Internet Information Service (IIS)

Internet Information Service is required to 'serve up' your web pages. This common service may already be installed on your server. Most vendors install this service by default.

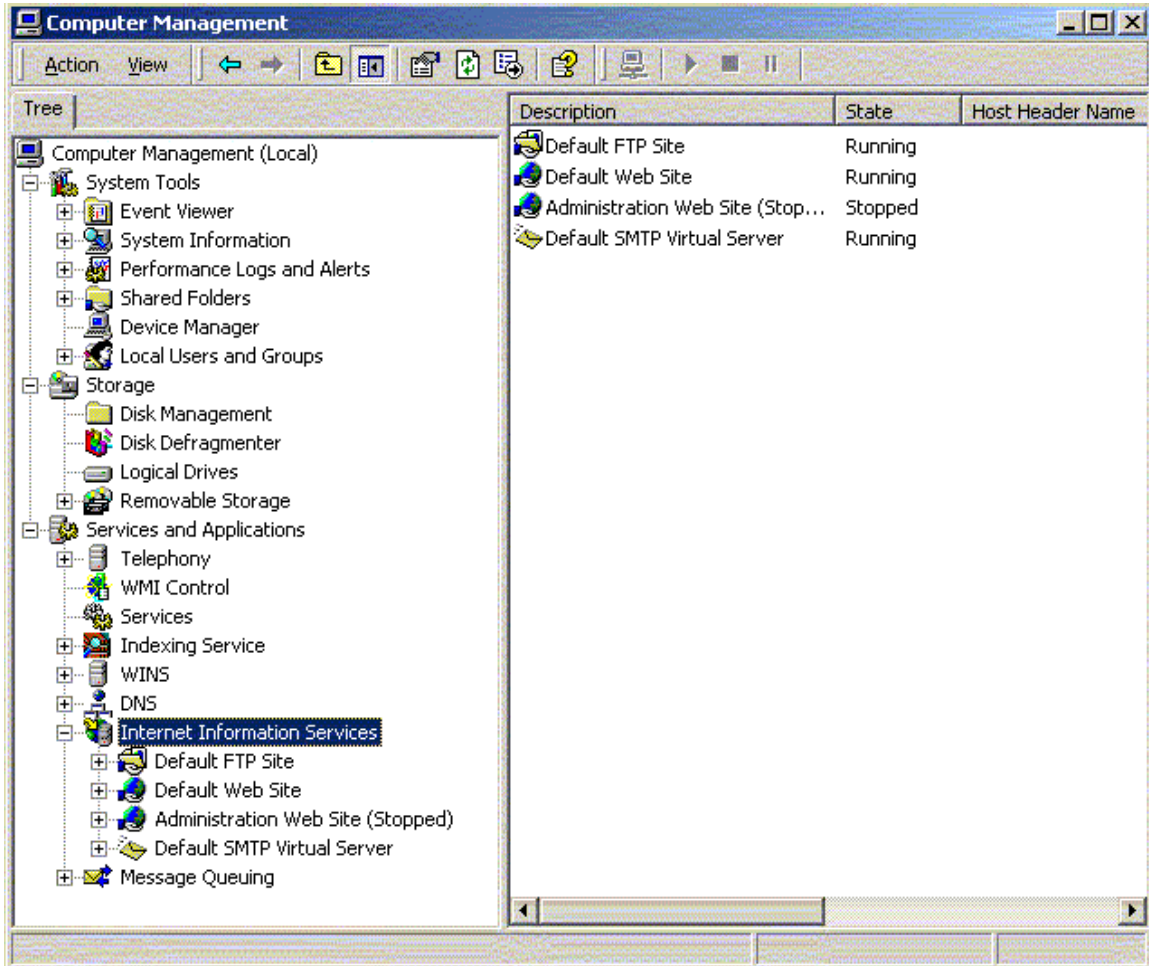
How to tell if IIS is installed on Windows NT version 4.0:

Choose Start – Programs. If you do not see a program group called Windows NT 4.0 Option Pack, then IIS is not installed. If you do see this program group, you must also make sure you see the sub-group called Microsoft Internet Information Server.



How to tell if IIS is installed on Windows 2000:

Right click on My Computer and choose Manage. Expand the Services and Applications group and make sure you see Internet Information Services. If you do not see this item, and the corresponding Default Web Site, then IIS is not installed on your server.



Installing IIS

Installing IIS on Windows NT 4.0:

Insert the OPSoftware ePower CD in your CD drive. Choose Start – Run and then click the Browse Button. Browse to your CD drive. Double click the Server folder. Double click the NT4 folder. Double click the NTOptPk folder. Double click the SETUP.EXE file. Click the OK Button. This will start the NT Option Pack Setup.

You may receive a message that the product has not been tested with your current service pack. Choose yes to continue.

Choose next to begin the setup.

Choose custom setup if asked.

Choose Add/Remove if asked.

In the select components dialog, make sure the following items are checked:

1. Front Page 98 server extensions.
2. Internet Information Server (IIS)
3. Microsoft Data Access Components
4. Microsoft Management Console.
5. NT Option Pack Common Files.
6. Transaction Server.

Choose next to continue the installation. You may be requested to provide locations for the install files. You can change the drive letter, but it is better to leave the default paths alone.

Re-boot your server after installing IIS.

Installing IIS on Windows 2000:

Insert your Windows 2000 CD in the CD drive. This CD should auto start and you should choose the Install Add-On Components. You can also use Start – Settings – Control Panel – Add Remove Programs and then choose Add/Remove Windows Components.

Make sure Internet Information Services and all of its sub-components are selected.

Click next to install.

Apply current service packs

You must make sure your computer has the most recent service packs applied to properly run Internet Information Services.

Windows NT 4.0 Service Pack:

As of the writing of this document, Service Pack 6 was the current release. You should visit the Windows Update site on Microsoft's web site to confirm the latest service pack. You can also download and apply these service packs from the Windows Update site.

Windows 2000 Service Pack:

As of the writing of this document, Service Pack 2 was the current release. You should visit the Windows Update site on Microsoft's web site to confirm the latest service pack. You can also download and apply this service pack from the Windows Update site.

Apply last minute patches

There are recent security patches critical to the operation of IIS. These patches were released after the service packs for both NT 4.0 and Windows 2000. You must visit the Windows Update site and download and apply all critical updates for your server.

You may need to download many updates. You need to keep returning to this site until no more critical updates are shown.

Windows Update Web Site:

You can get to the Windows Update site by going to www.microsoft.com and then choosing the Downloads link and then Windows Update.