contentandcode

Installation Manual

Product Version 1.0.0.3

Document Version 1.1

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1 Introduction

The Blog Roll web part enables your business to aggregate multiple blog articles written by people within your organisation and display them in a single location as a summary.

Authors' post their articles in their blogs on their My Site or their team sites while Blog Roll publishes selected articles and display them in a blog summary.

Blog Roll can be configured to display blog summaries with the following details:

- Blog post title
- Introduction text (the first N number of characters)
- Author's name (linked to the user's profile)
- Author's photo
- Presence indicator (with presence options)
- Published date and time
- The number of comments for the post

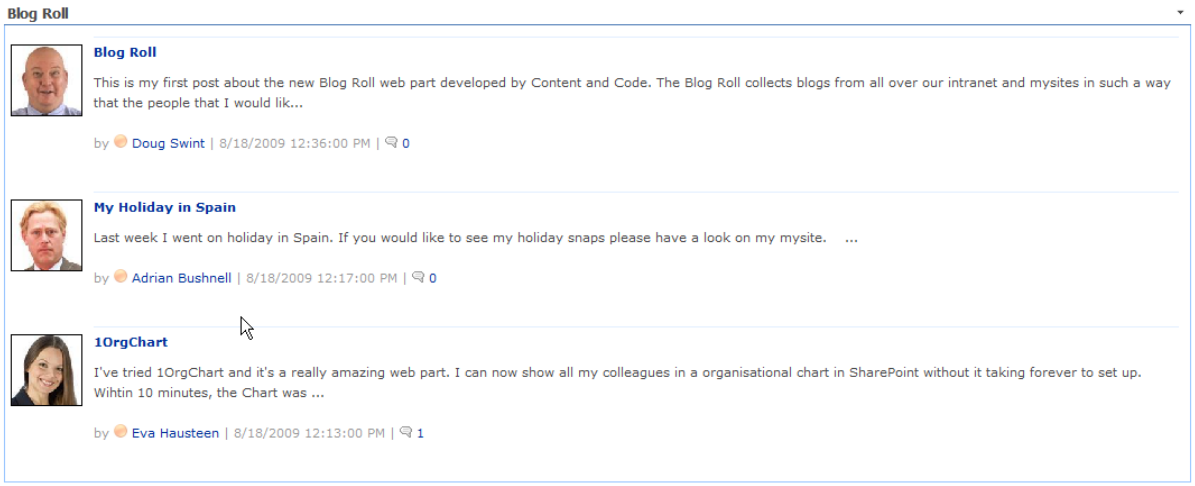

Figure 1 – Blog Roll

This installation manual is intended for SharePoint Administrators installing the Blog Roll web part on a Microsoft Office SharePoint Server 2007 server farm.

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2 Installation Requirements

Before proceeding with the Blog Roll installation procedure, please ensure the following requirements are met.

2.1 Recommended Hardware

Performance of Blog Roll may vary depending on the available resources. The following hardware is a guide and may vary depending on the number of people within your organisation.

- Web front-end servers and Application servers
  - Minimum Dual 2.8 GHz Pentium 4 CPU
  - Minimum 2Gb RAM
- Database servers
  - Minimum Dual 2.8 GHz Pentium 4 CPU
  - Minimum 2Gb RAM

2.2 Software Requirements

The following software MUST be installed on the server farm before proceeding with the installation.

- Microsoft Office SharePoint Server (MOSS) 2007 (Standard or Enterprise)
- Microsoft Internet Information Services (IIS) 6.0 or later
- Internet Explorer version 6 or later

2.3 Permissions

The following permissions are required to complete all the steps outlined in this installation manual.

- Member of the local administrators group on the server where the setup wizard is run.
  Required to complete the installation only.
- Farm Administrator with rights to add solutions and manage solutions deployment.
  Required during installation and to upload/manage license keys in License Manager in order to activate a product licenses.
- SSP Administrator with rights to modify search settings.
  Required to create a new Managed Property, initial crawls and update the search scope.
- SSP Administrator with rights to manage user profiles.
  Required to create a new Managed Property and import user profiles.
- A site collection administrator on the site collection where the product will be installed.
  Required to activate the Site Collection Feature.

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3 Install Blog Roll

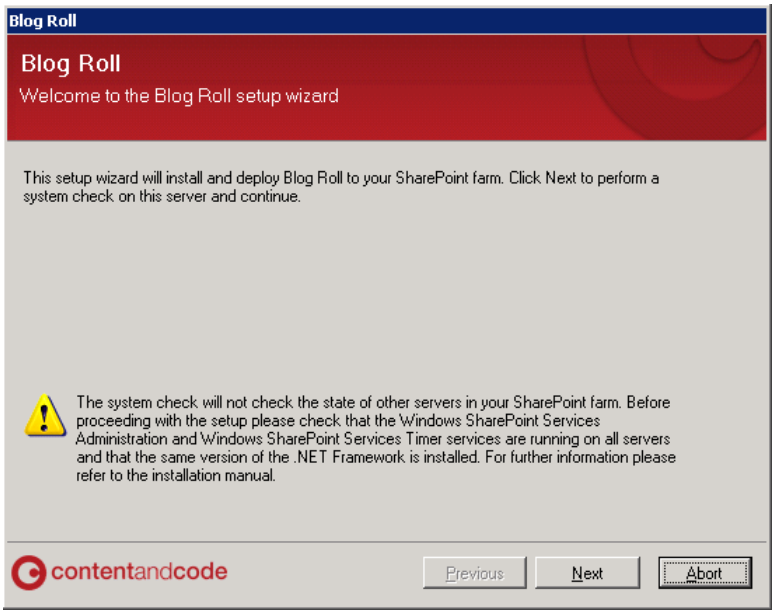
This section outlines the procedure for installing Blog Roll to a Microsoft Office SharePoint 2007 Server Farm.

Important: Before proceeding with the installation, please check that the account you are using to install Blog Roll has the appropriate permissions outlined in section ***2.3 – Permissions***.

3.1 Deploy the Solution

Follow these steps to install and deploy Blog Roll to one or more web applications.

1. Open **ccBlogRollInstaller.exe**



2. Click **Next**

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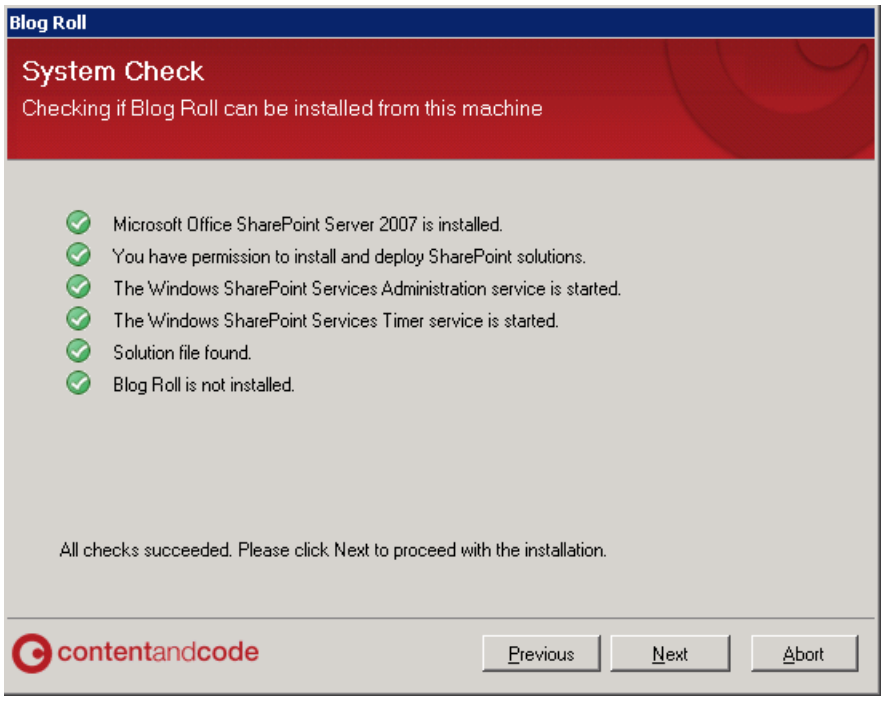

3. The setup will perform a system check to ensure the server meets the installation requirements. If one of the checks fails, simply abort the installation, and then resolve the issue before running the setup again.

Important: When installing to a SharePoint farm running on **Windows Server 2008** with **User Account Control (UAC) enabled**, the installation permissions must be **elevated** using the Rick-click > Run as administrator option (see below)

Failure to do so will result in a System Check error for the Windows SharePoint Service Timer service check.

4. When the System Check is successfully complete, click **Next**
5. Read and then agree to the terms of the licensing agreement by selecting **I accept the terms in the License Agreement**.
6. Click **Next**

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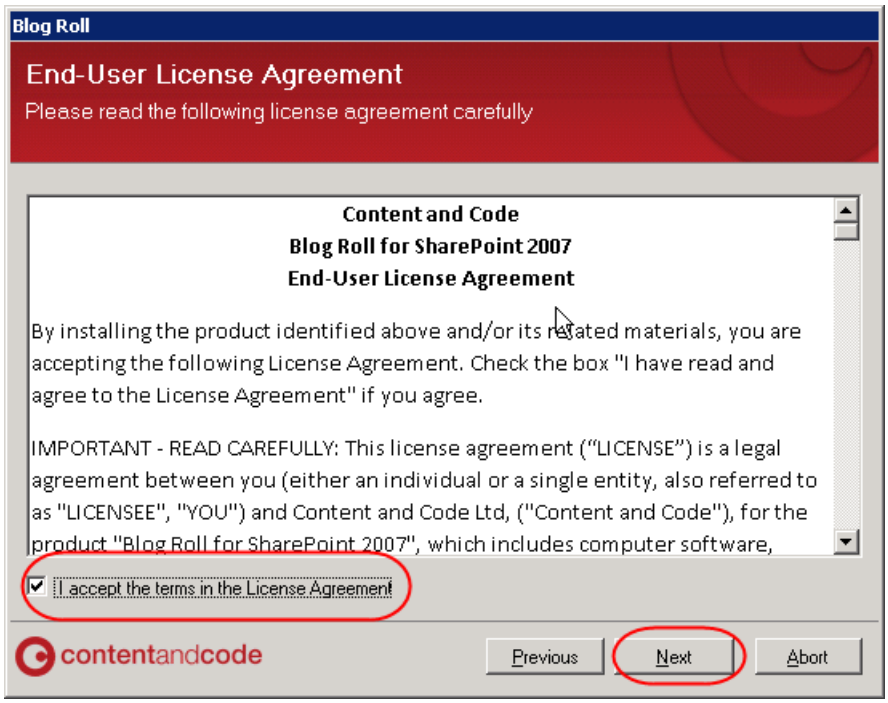
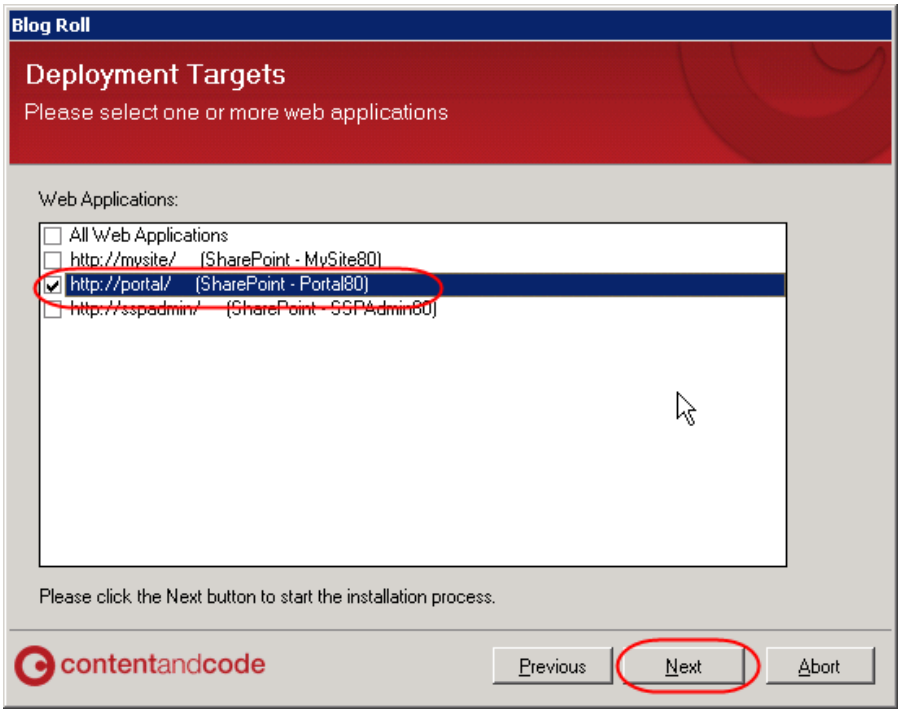


7. Select the Web Application where you intend to deploy Blog Roll.
8. Click **Next**



Note:	If you need to install Blog Roll to more than one web application, select multiple web applications.

9. When the installation is complete, click **Next**

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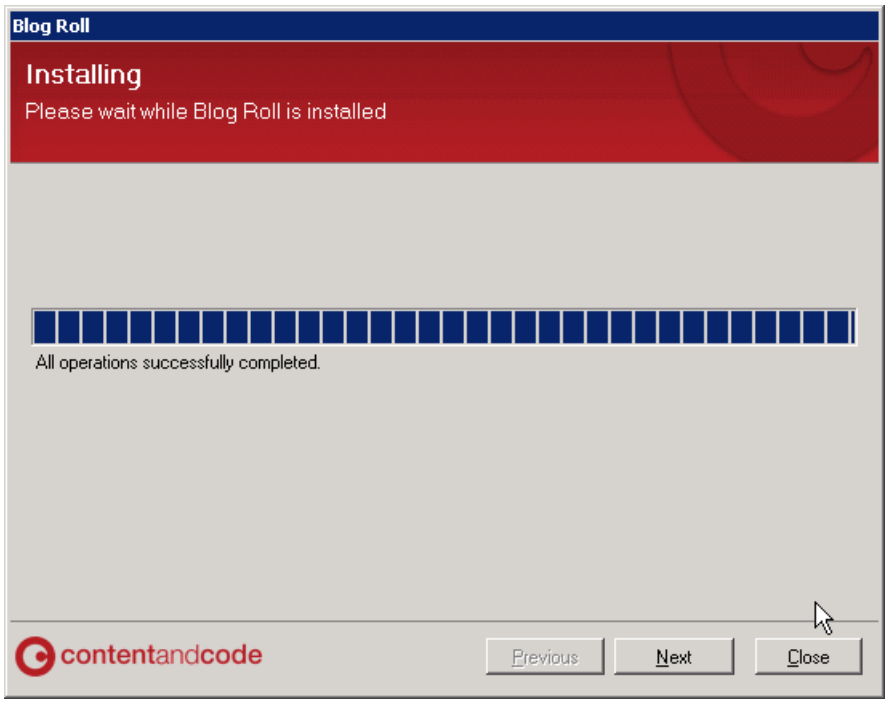
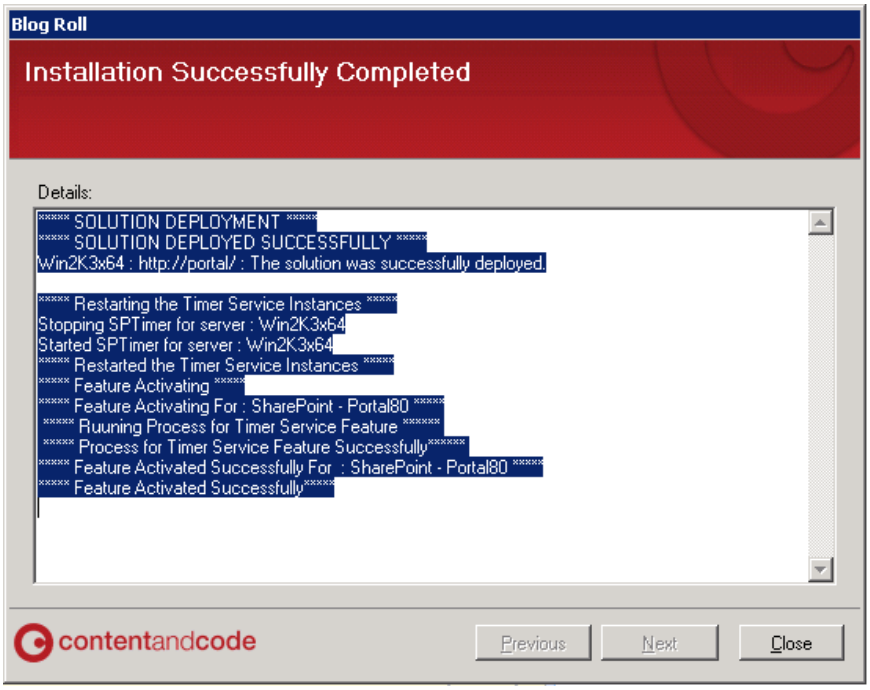


10. Click **Close** to complete the installation



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3.2 Apply a Product License Key

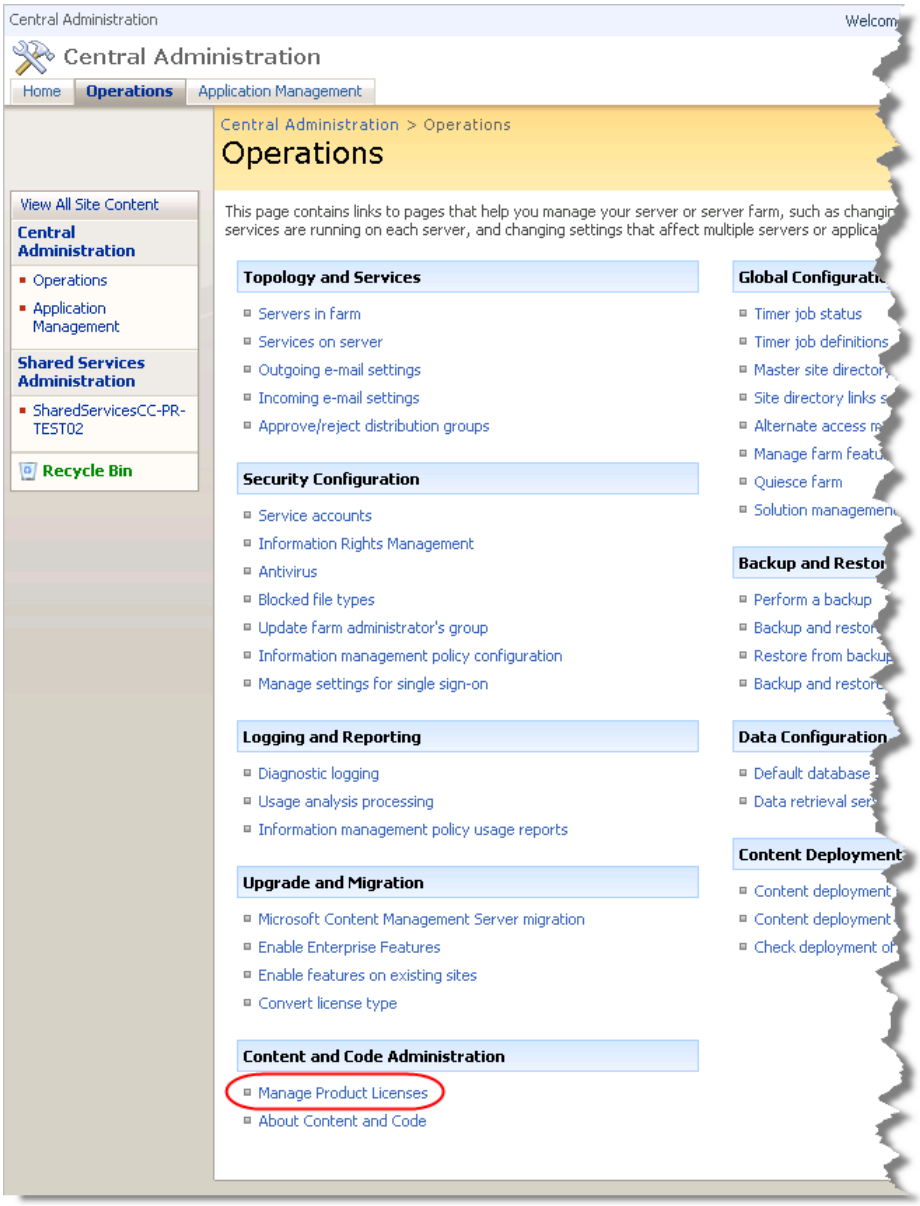
If you have purchased Blog Roll then you will have received a product license key file via email. This file can be uploaded to the SharePoint Central Administration to activate your product.

Important: Free 30 Day Trial
If this is the first time you have installed Blog Roll on the SharePoint server farm, then you are entitled to evaluate the product for 30 days.

3.2.1 Upload the Product License Key

To upload a product license key:

1. In **SharePoint Central Administration** click the **Operations** tab
2. Below the **Content and Code Administration** section click **Manage Product Licenses**



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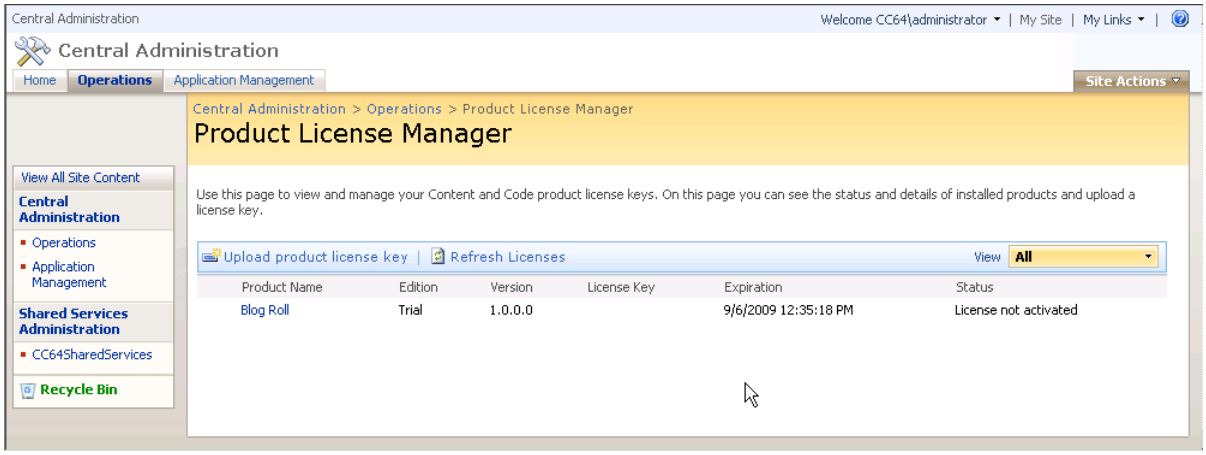
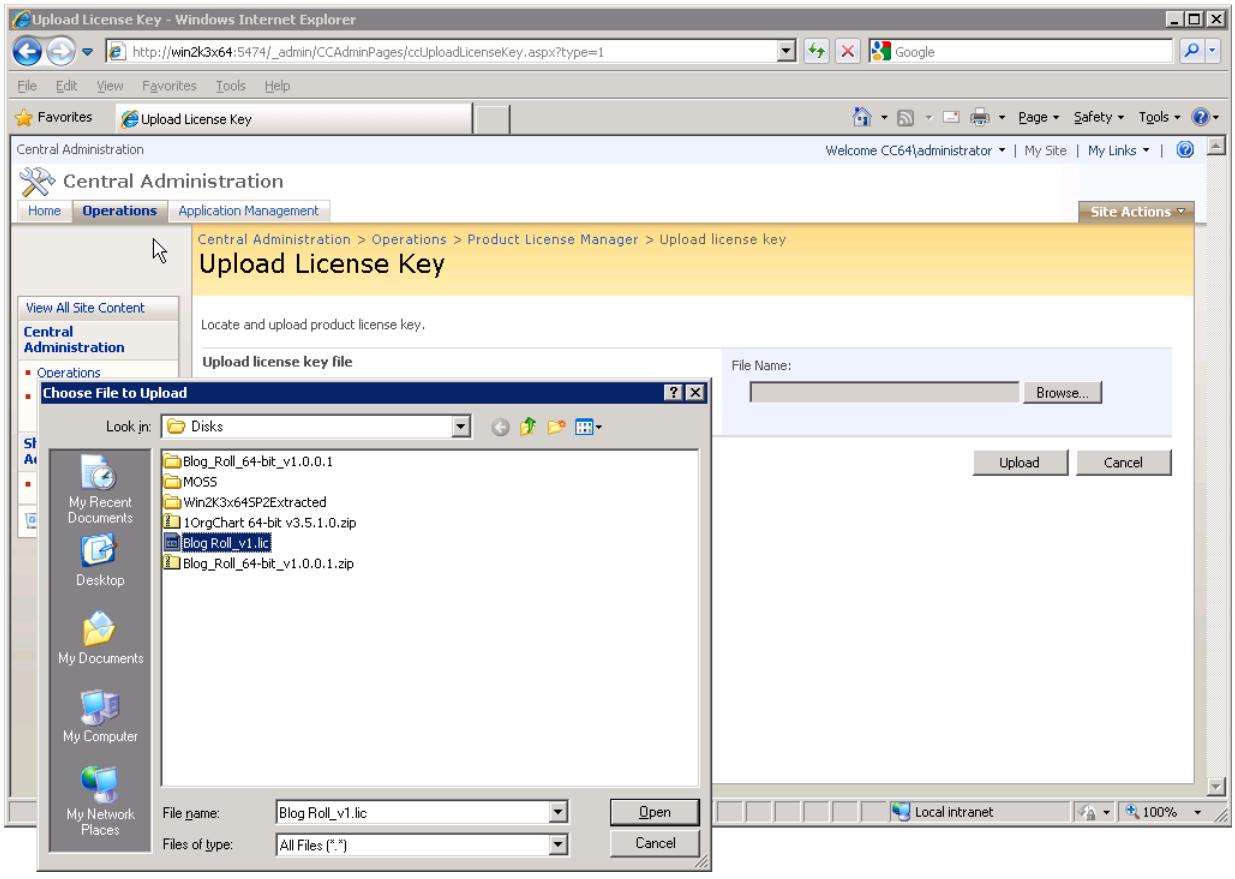
3. Click **Blog Roll**



4. Click **Upload license key**
5. Click **Browse**
6. Locate the license key file (with .lic file extension) and click **Open**



7. Click **Upload**

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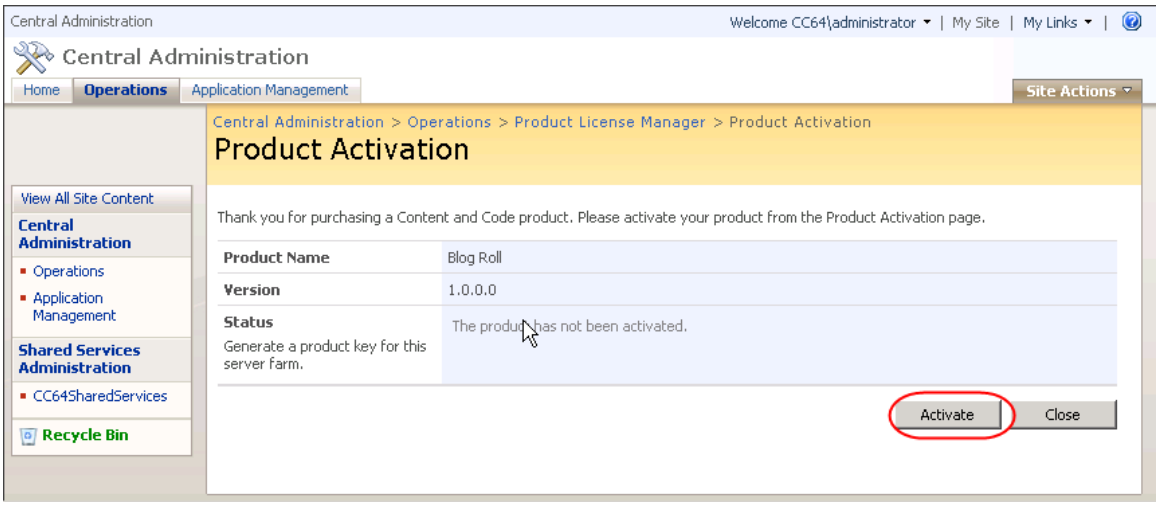
3.2.2 Activate the License Key

The product license key must be registered online before the product is fully activated.

> **Important:** If your SharePoint server does not have access to the internet then you will not be able to activate the product using a standard license key.
>
> To activate your product offline you will need to request a new offline key by following the steps in section ***3.2.3 – Offline Activation***.

To activate the license key using the online registration option:

1. On the Product Activation page, click **Activate**



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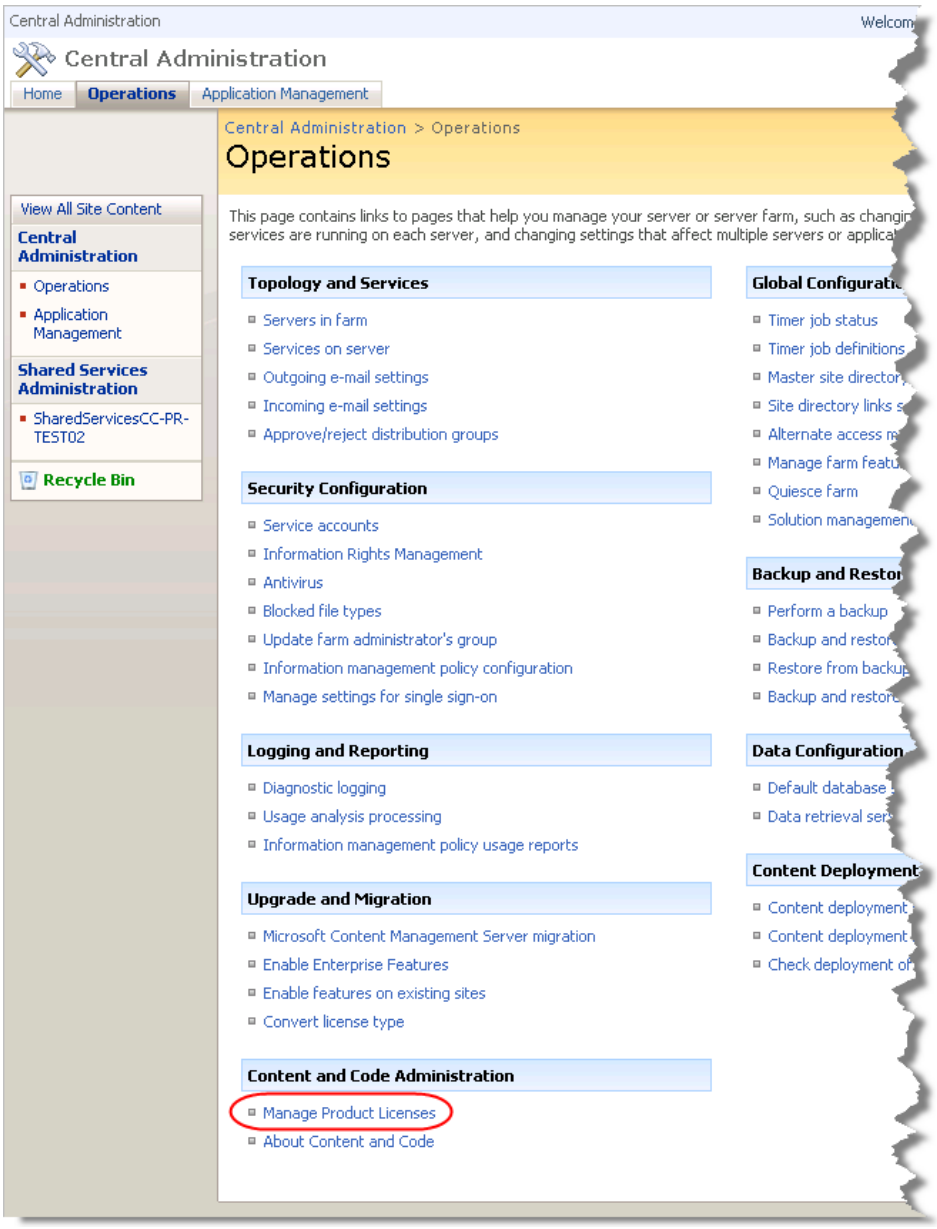
3.2.3 Offline Activation

Important:	An offline license key is ONLY required when a product needs to be activated on a server that does not have internet connectivity e.g. when the SharePoint environment is behind a firewall that prevents internet access. If the product has already been activated please skip this section and proceed to section

To activate the license key offline you will need to generate a Unique Activation Number (UAN) and send this to Content and Code. The UAN is used by Content and Code to create a matching Offline License Key which can be used to activate the product on the same server farm.

To generate and send a Unique Activation Number:

1. In **SharePoint Central Administration** click the **Operations** tab
2. Below the **Content and Code Administration** section click **Manager Product Licenses**



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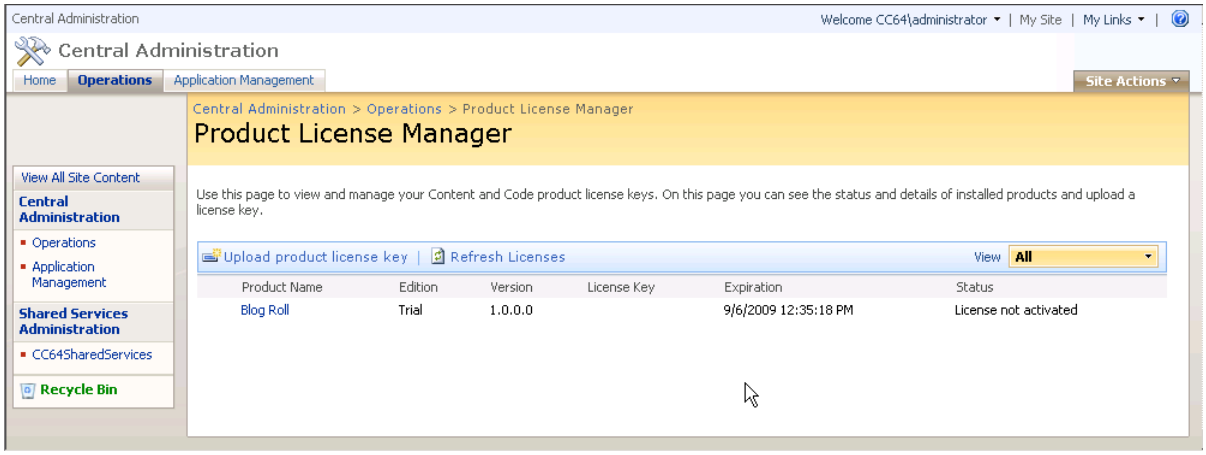
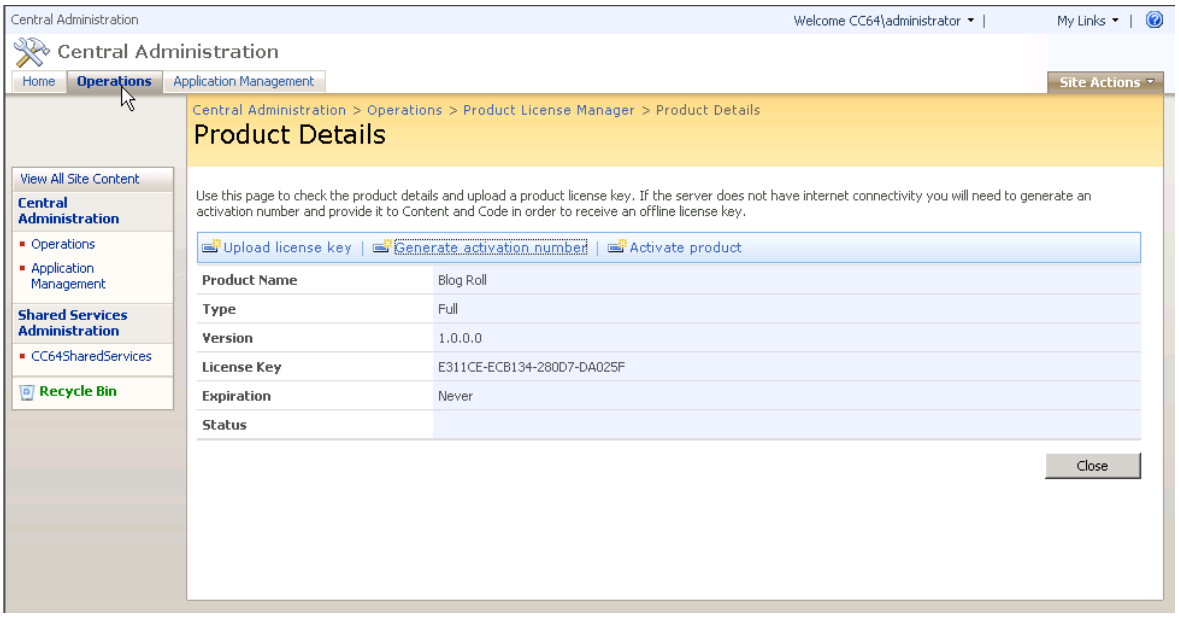
3. Click **Blog Roll**



4. Click **Generate activation number**



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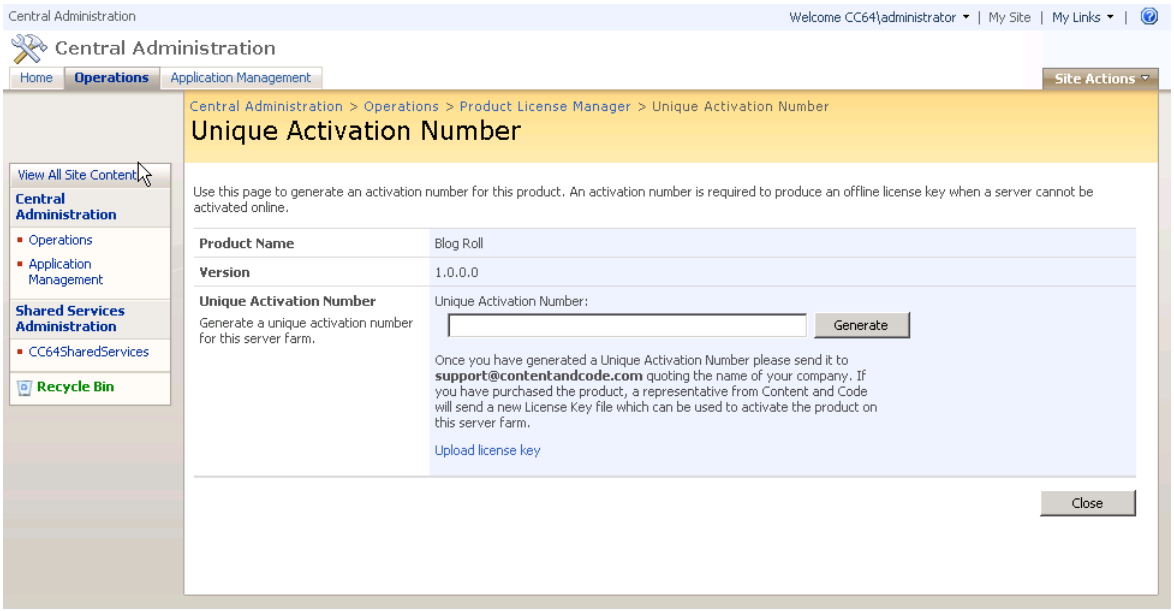
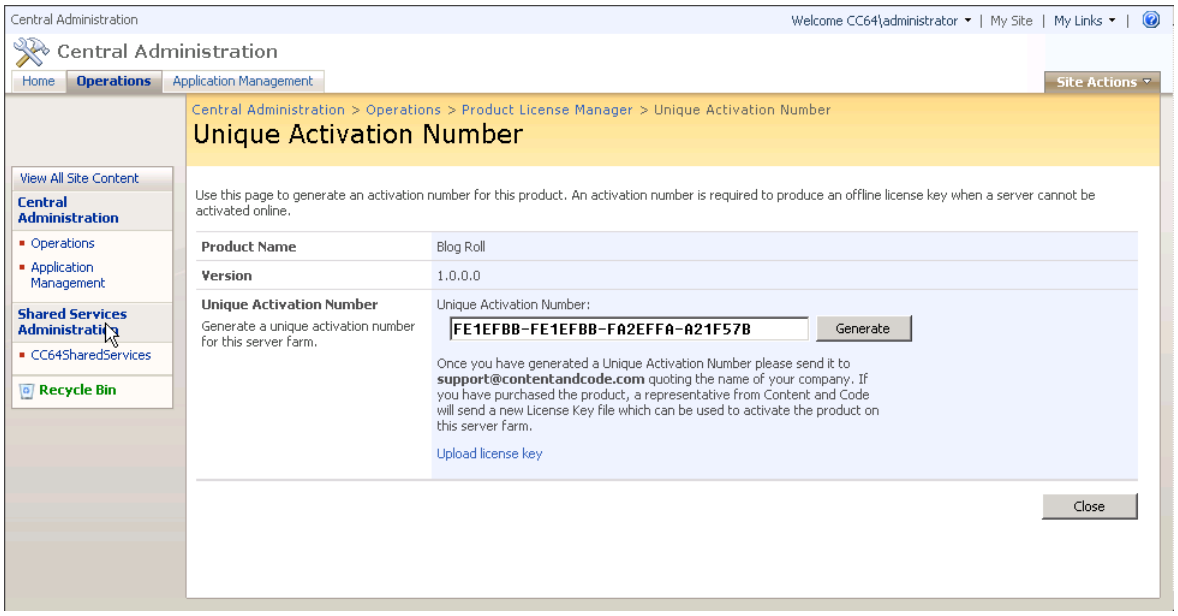
5. Click **Generate**



6. Copy the Unique Activation Number and send it to support@contentandcode.com



Important: Once Content and Code have received your Unique Activation Number they will send you a new product key that can be used to activate the product offline.

7. Click **Upload license key**

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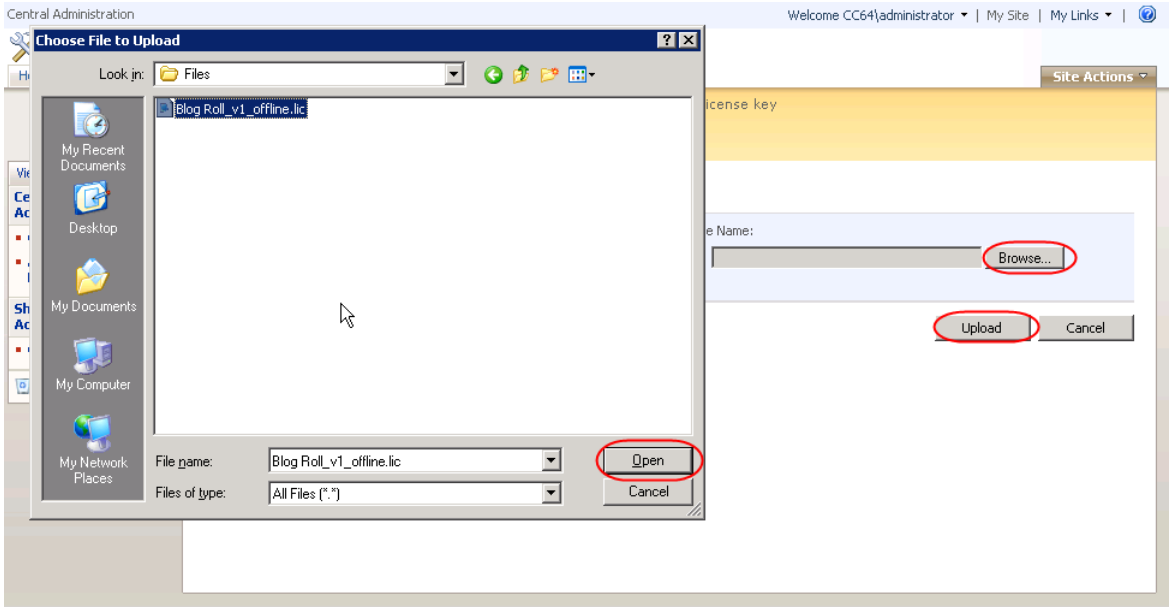
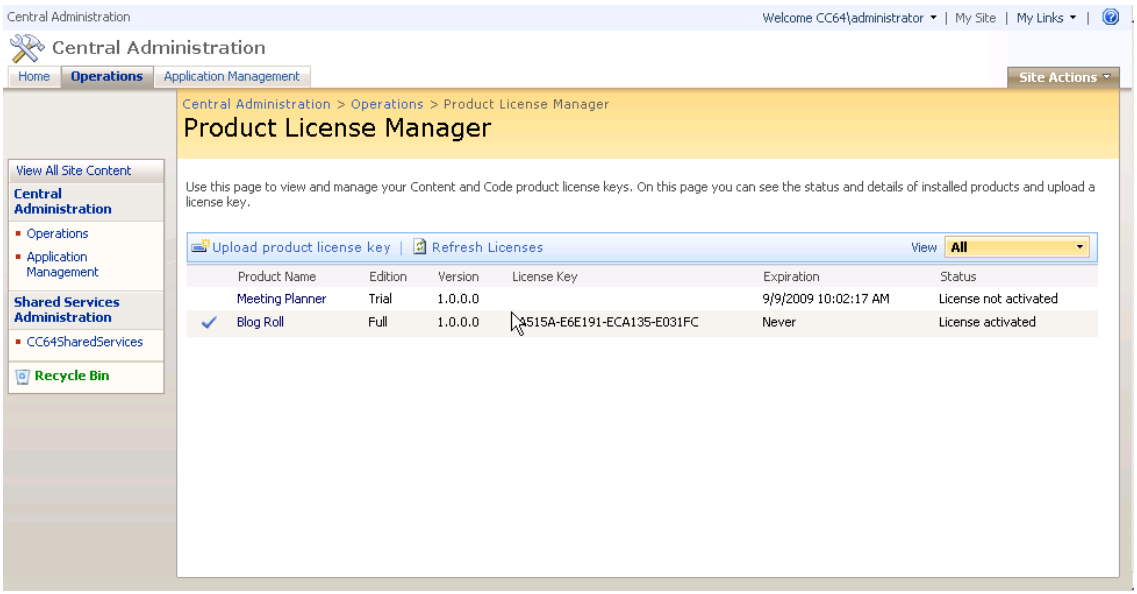
8. Click **Upload**



9. If the license key matches the server where the UAN was generated, the license file will activate the product automatically and take you to the **Product License Manger** page (below).



Note: A tick ✔ is displayed next to each product on the Product License Manger page that has been activated. The Product License Manger page also includes details of the product, including the edition, version and expiration date (if a trial license is installed).

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3.3 Search Settings

3.3.1 Create Managed Properties

Blog Roll uses SharePoint search to index content, thus enabling it to aggregate blogs across multiple site collections. In order to do this, the columns used to create a blog post must be indexed by the search crawler.

Important: In order to locate and create the managed properties required to configure Blog Roll, the following must be true:

1. At least one Blog site must exist
2. At least one Blog post, with an assigned category, must exist
3. A full search crawl must have been completed

A blog consists of the following properties outlined in ***Table 1 – Property Mappings***, that must all be mapped within the SharePoint search settings.

Table 1 – Property Mappings

Property Name	Description	Type	Crawled Property
Title *	Title	-	-
Path *	Path	-	-
Author *	Author	-	-
numcomments	Number of Comments	Text	ows_NumComments(Text)
body	Body Text	Text	ows_Body(Text)
publisheddate	Published Date	Date and Time	ows_PublishedDate(Date and Time)
postcategory	Blog Post Category	Text	ows_Postcategory(Text)

* These managed properties should already exist in SharePoint's standard configuration and should not be need to be created.

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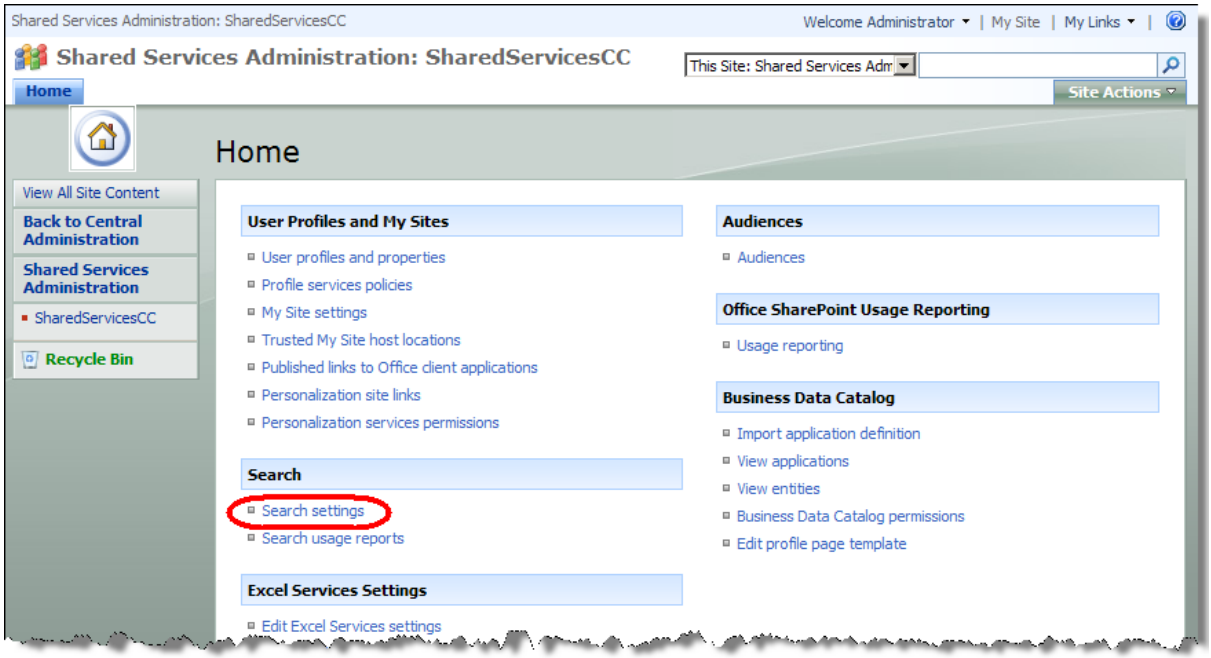
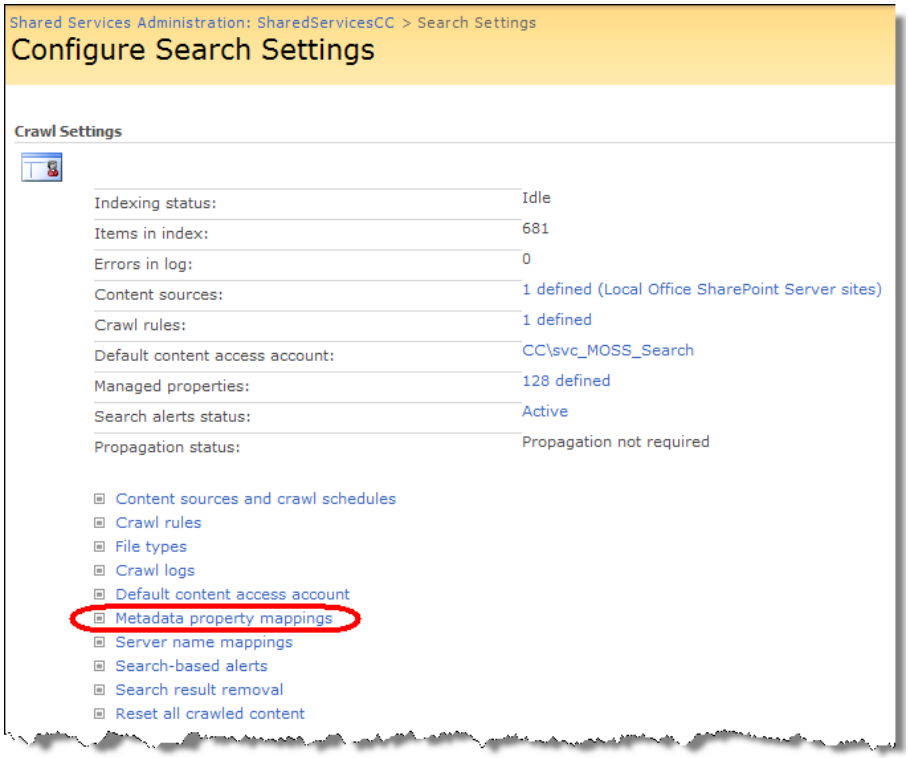
To create a new managed property, follow these steps.

1. In **Central Administration** navigate to the associated **Shared Service Provider**
2. Below the section **Search**, click **Search Settings**



3. Click **Metadata property mappings**.



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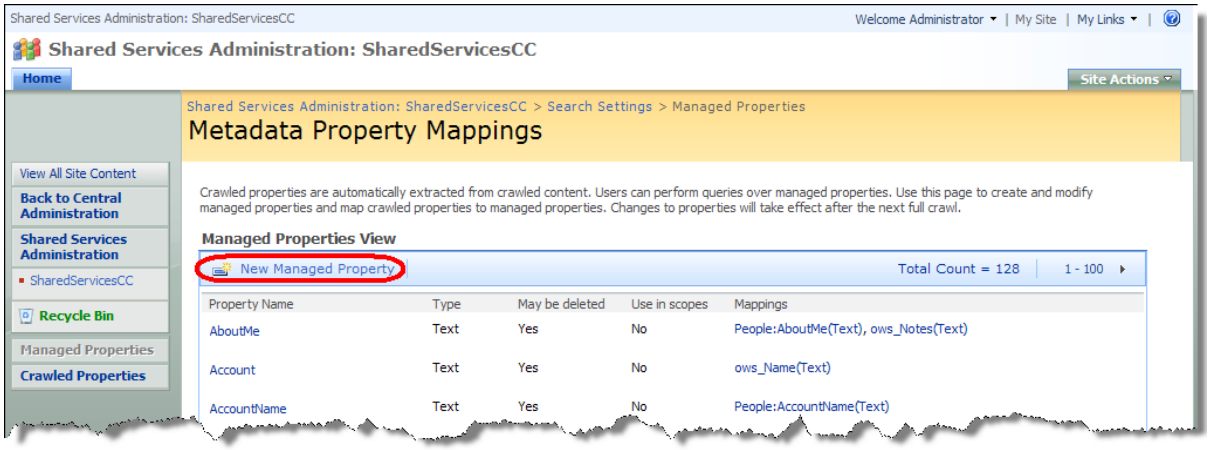
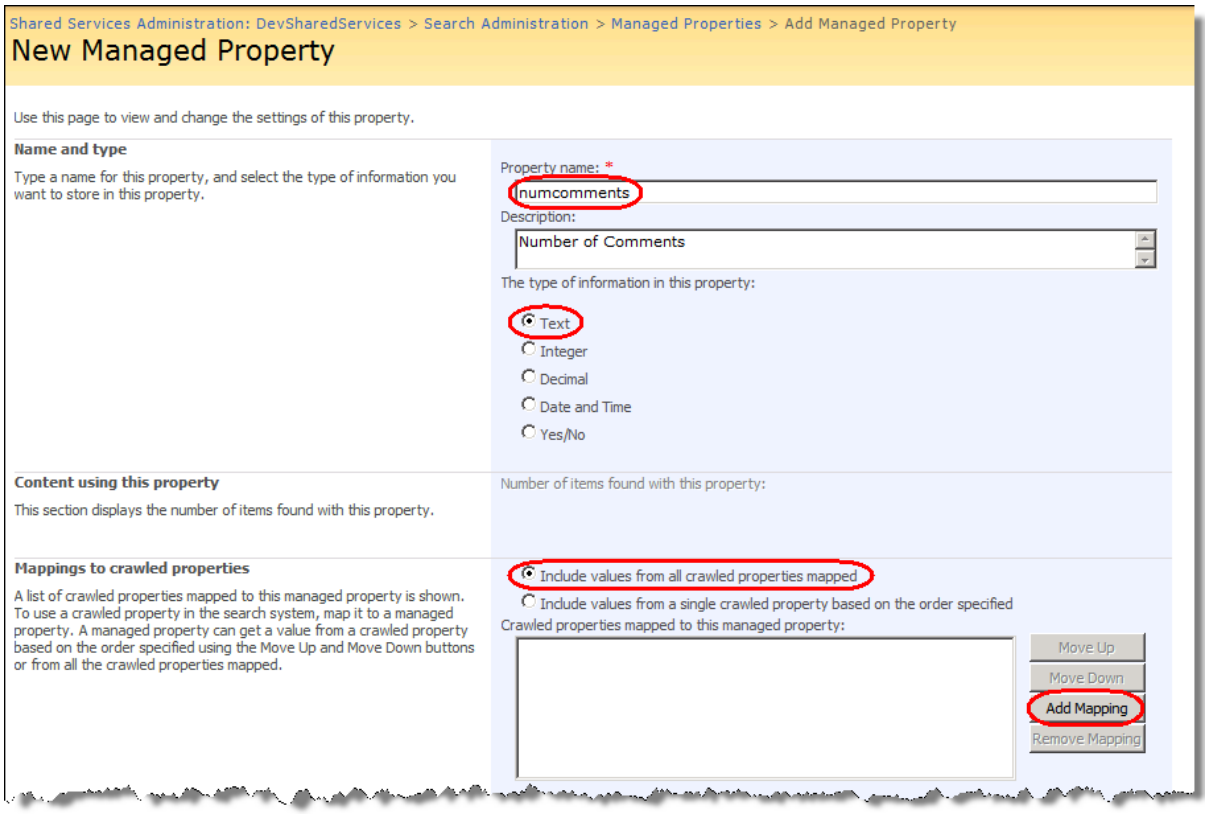
4. Click **New Managed Property**



5. In the **Name and type** section, for the **Property Name**, type the value for the ***Property Name*** (*e.g. numcomments*)
6. In the **Description** field type the ***Description*** for the property (*e.g. Number of Comments*)
7. For **The type of information in this property** option, select the radio button for the ***Type*** of property (*e.g. Text*)
8. In the section **Mappings to crawled properties**, select **Included values from all crawled properties mapped**
9. Click **Add mapping**



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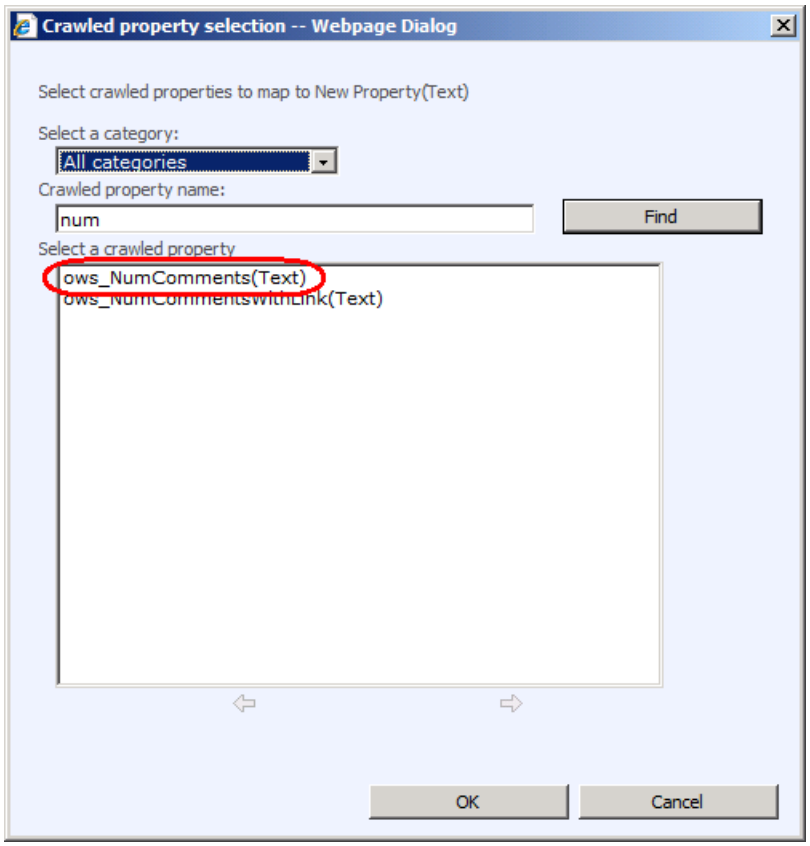
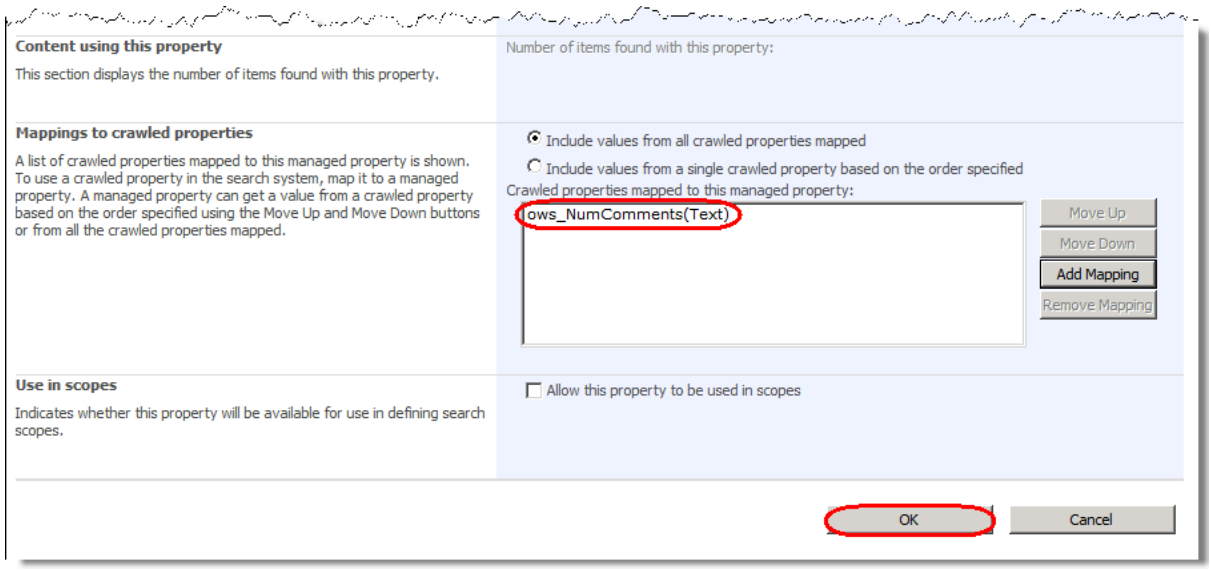
10. The **Crawled property selection** dialog window will open
11. Locate the ***Crawled Property*** (*e.g. ows_NumComments(Text)*)



12. Below the section **Select a crawled property**, select Crawled Property (*e.g. ows_NumComments(Text)*)
13. Click **OK**
14. The property will be displayed in the **Crawled properties mapped to this managed property** box
15. Click **OK**



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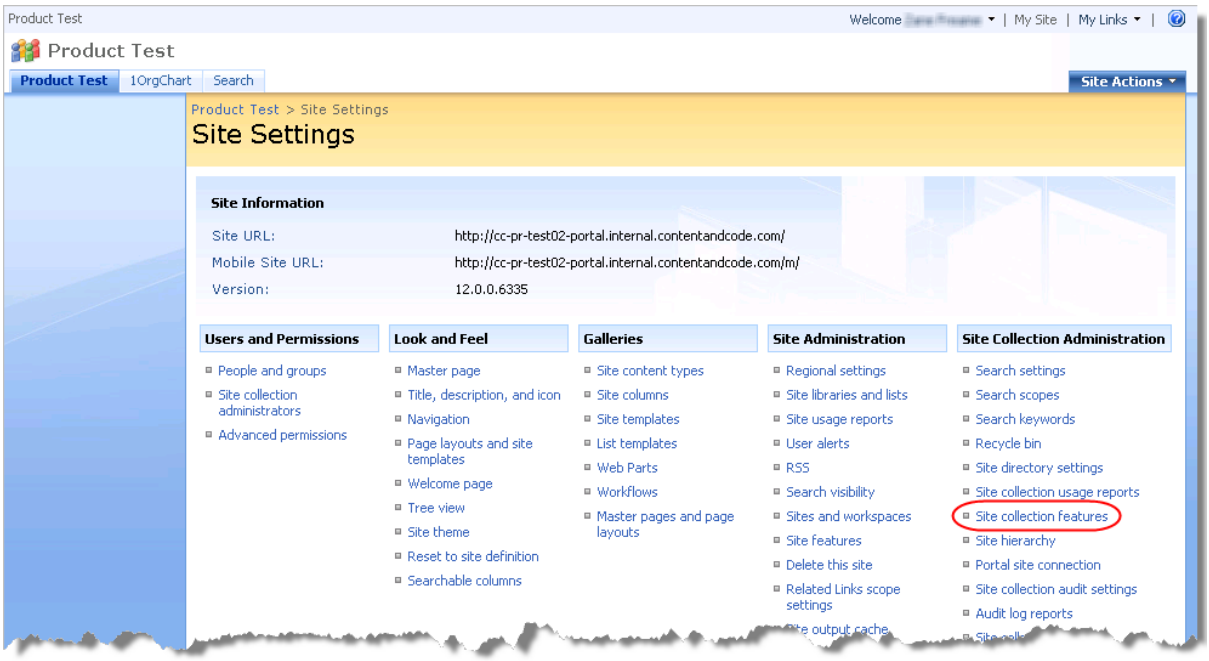
4 Configuring Blog Roll

4.1 Activate the Site Collection Feature

Follow these steps to activate the Blog Roll site collection feature.

1. Open the top level site in your site collection.
2. Go to Site **Actions > Site Settings > Modify All Site Settings**.
3. Under **Site Collection Administration**, click **Site Collection Features**.



4. Click Activate Blog Roll Web Part.

Congratulations!

The Blog Roll web part is now available and ready to use.

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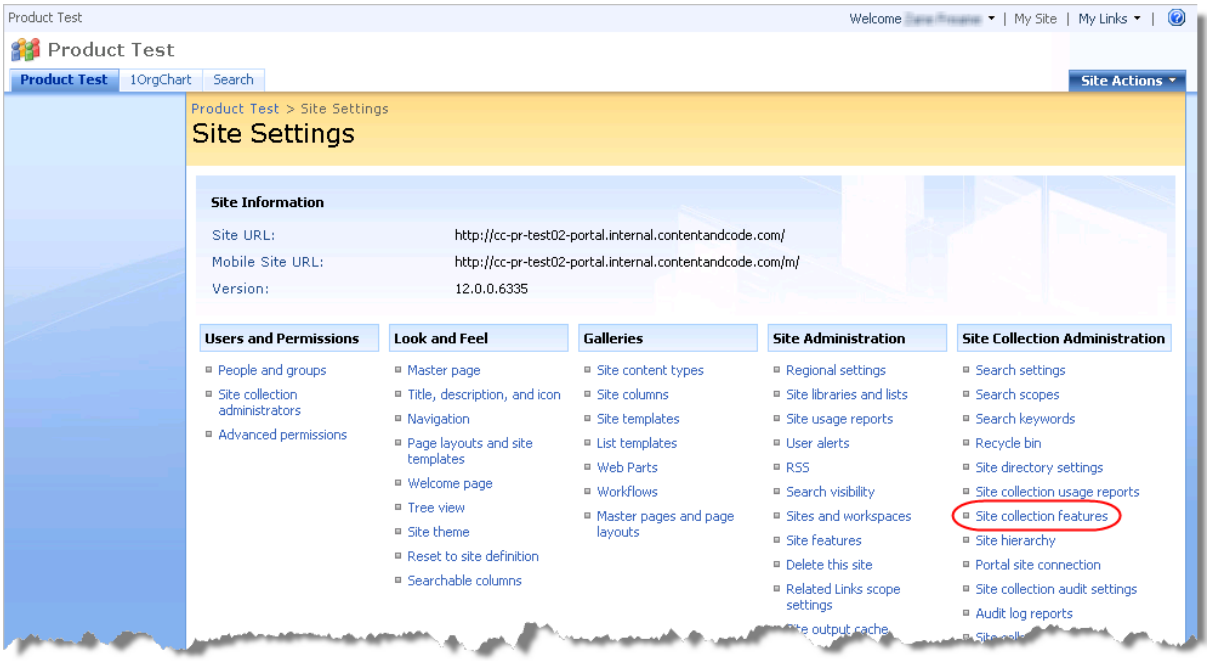
5 Uninstalling Blog Roll

5.1 Deactivate the Feature

To prevent users from adding additional Blog Roll web parts to pages, you can deactivate the Blog Roll. This will remove the web parts from the web part gallery but existing instances (i.e. web parts that have already been added to a page) will continue to function.

1. Open the top level site in your site collection
2. Go to **Site Actions > Site Settings > Modify All Site Settings**
3. Below the section **Site Collection Administration**, click **Site Collection Features**



4. For the Blog Roll feature, click **Deactivate**

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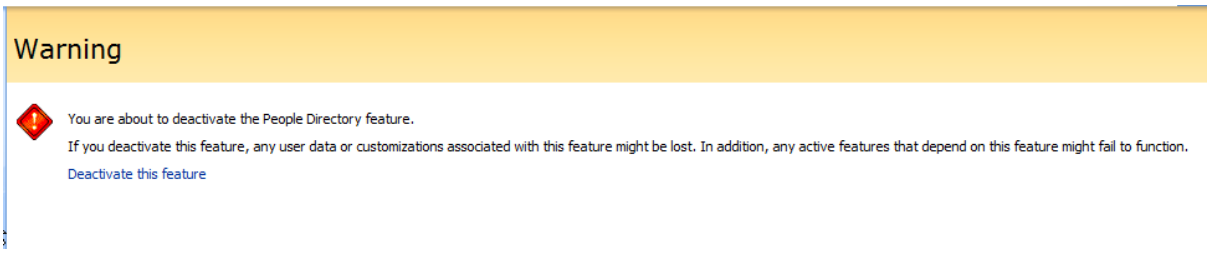
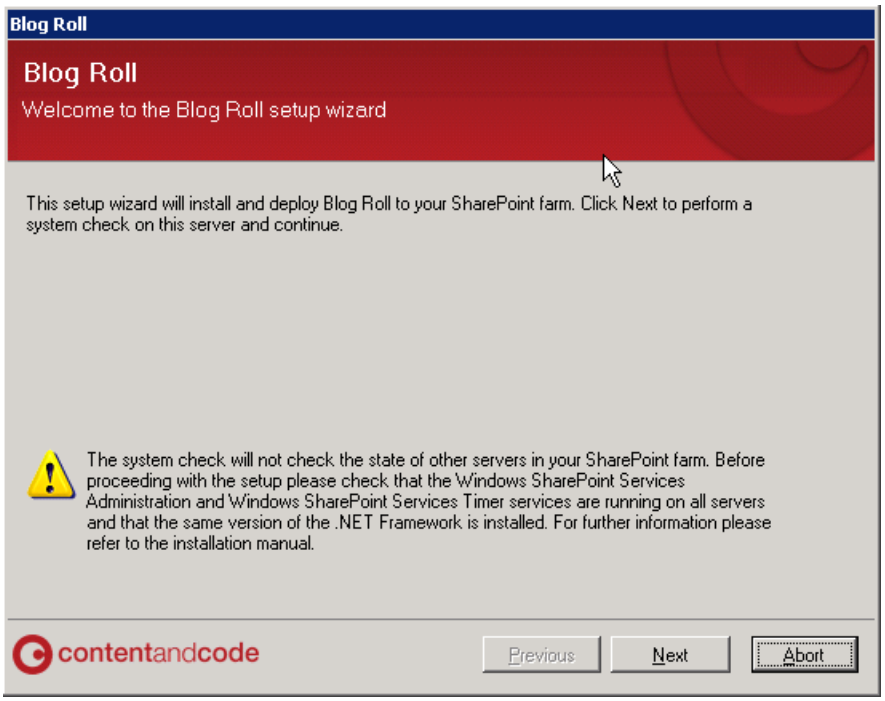
5. When prompted with a warning, click **Deactivate this feature**



5.2 Uninstall the Solution

To completely un-install Blog Roll from your farm, log on to the server from which you installed Blog Roll and locate your installation file and follow these steps.

1. Run **ccBlogRollInstaller.exe**
2. Click **Next**



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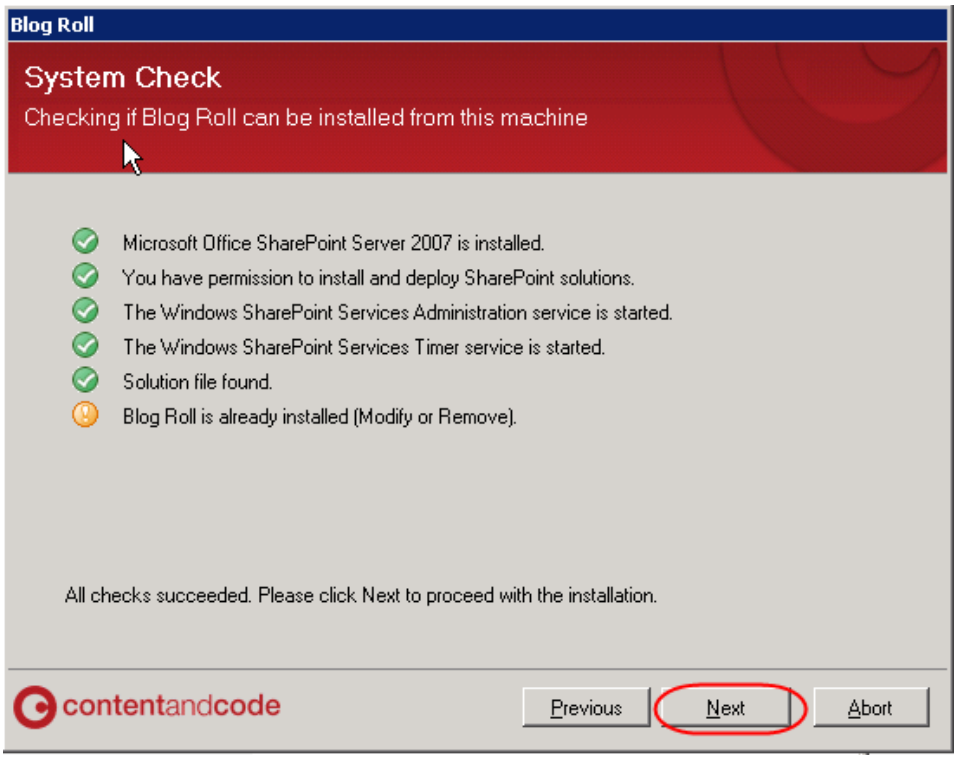
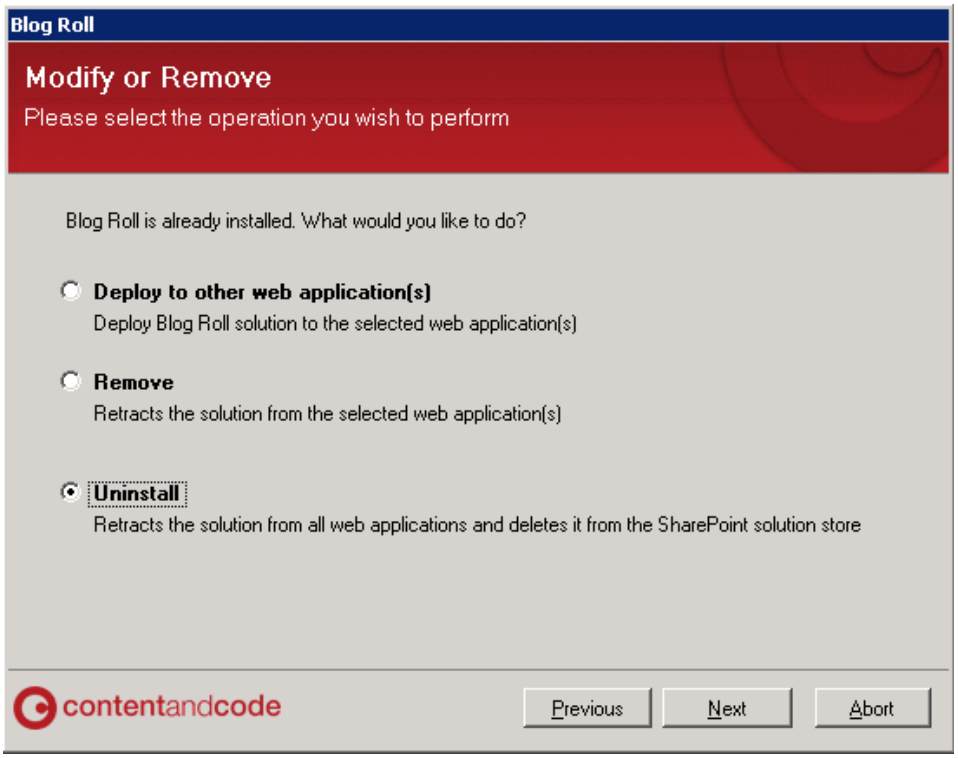
3. Once the System Check is complete, click **Next**



4. Select **Uninstall**
5. Click **Next**



6. Once the uninstall is complete, click **Next**

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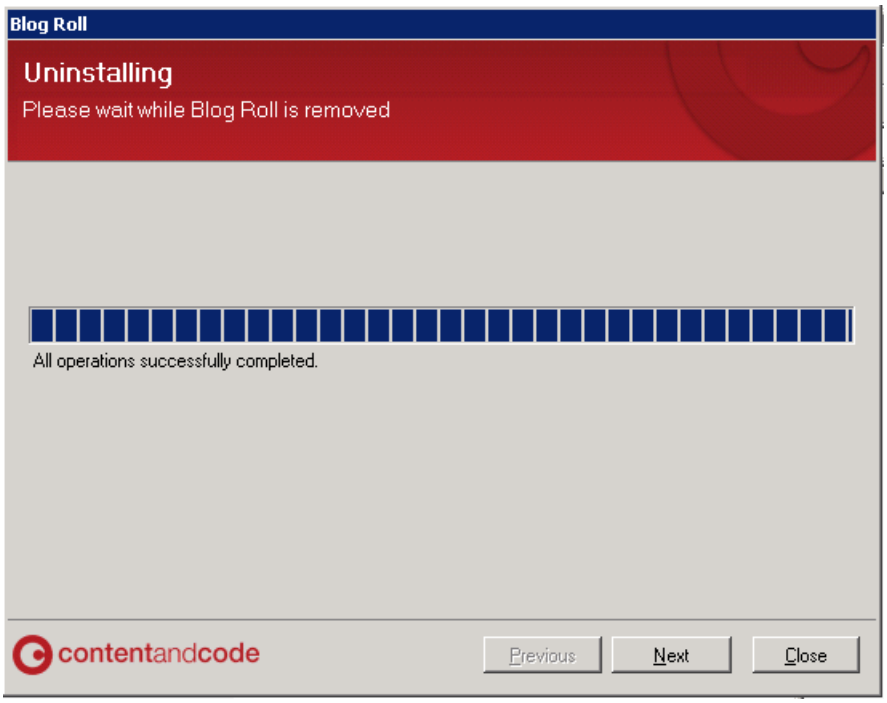
7. The details of the uninstall procedure will be displayed

8. Click **Close**



Note:	Any Blog Roll web parts that have been added to your site must be deleted manually.

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