DocuWorks™ 8
Setup Guide

Fuji Xerox is not responsible for any breakdown of machines due to infection of computer virus or computer hacking.

Important

1   This manual is copyrighted with all rights reserved. Under the copyright laws, this manual may not be copied or modified in whole or part, without the written consent of the publisher.

2   Parts of this manual are subject to change without prior notice.

3   We welcome any comments on ambiguities, errors, or omissions, or missing pages.

Preface

Thank you for using DocuWorks™.

DocuWorks document handling software provides you with a uniform way to handle data in a wide variety of office situations.

With DocuWorks, you can handle both documents created by PC (personal computer) applications and data acquired by scanning as DocuWorks format data. This data can also be sent as e-mail or printed on a printer.

This manual describes how to install the software from the DocuWorks 8 installation media. Be sure to read this manual before using DocuWorks.

For the details of the functions of DocuWorks, refer to Help.

The description of this manual assumes that the user is familiar with the basic operations of Microsoft® Windows®.

Fuji Xerox provides a wide variety of information related to DocuWorks on its web pages.

We hope you will find it useful.

http://www.fxap.com.sg/docuworks

Fuji Xerox Co., Ltd.

About DocuWorks Manuals

The manuals of DocuWorks are contained in the installation media.

Type of Manuals

DocuWorks Manuals

The following manuals provide information on the functions and operations of DocuWorks.

Manual Name	Description	Manual File Format
Setup Guide (this manual)	● **Contents** It explains operating environments and installation procedure of DocuWorks.	PDF file
Help	● **Contents** Help explains the overall features of DocuWorks and details of each function. You can use Help as a reference to understand the general description, as well as each operation and functionality of DocuWorks. You can also refer to Help to find out about setting procedures in dialog boxes while using DocuWorks. It mainly describes the following main points. ● Overview and new functions ● Setting up and usage of operating environment with windows ● All operations ● Menus and functions of dialog boxes ● Specifications, compatibilities, cautions and constraints ● **How to display** You can view it by selecting [Help] > [DocuWorks Help] on DocuWorks Desk or DocuWorks Viewer window.	CHM file
Release Note	● **Contents** It describes information you should read before working with DocuWorks. Cautions and Constraints concerning DocuWorks are explained. ● **How to display** You can view it by selecting [Start] > [All Programs] > [Fuji Xerox] > [DocuWorks] > [Readme] > [Readme(DocuWorks)].	HTML file

Using This Manual

This manual includes the following contents.

■ 1   Before You Install DocuWorks

Before installing DocuWorks, this section describes requirements for operating environments and installation settings.

■ 2   Installing Software

This section describes procedures to install application software contained in the installation media.

■ 3   Executing the Configuring of Personal Settings

This section describes how to configure the required personal settings when using DocuWorks for the first time.

■ 4   Activating a License

This section describes how to activate the license for DocuWorks, how to upgrade from the trial to the licensed edition, and how to deactivate the license.

■ 5   Uninstalling Software

This section describes procedures to uninstall application software.

Conventions

The following symbols are used in the manual.

Symbol	Meaning
Important	Indicates important information that you should read.
Note	Indicates additional information on operations or features.
Reference	Indicates the titles, manuals or Help for references.
" "	Indicates names of other manuals, and titles of sections within this manual for references. Also indicates folder names, file names, and directory path names.
[ ]	Indicates dialog box names, and item names and button names in the dialog boxes, e.g. Click the [OK] button. Also indicates Help titles.
>	Indicates hierarchy of the menus, e.g. Select the [Start] menu of Windows, and [All Programs] > [Fuji Xerox] > [DocuWorks].

● This manual describes the DocuWorks screens and operations taking Windows 7 as an example. For those who use operating systems other than Windows 7, please read information according to the respective environment.

● This manual refers to Microsoft® Windows® Operating System as "Windows".

● The term, "select" used in this manual refers to an operation to choose the menu items or items in the dialog box. The term, "click" refers to an operation to place a cursor over a button in the dialog box and press the left button of the mouse.

● The following terms may be abbreviated in some cases:
  • "DocuWorks Desk" may be abbreviated as "Desk".
  • "DocuWorks Viewer" may be abbreviated as "Viewer".
  • "[DocuWorks Desk] window" may be abbreviated as "Desk window".
  • "[DocuWorks Viewer] window" may be abbreviated as "Viewer window".

● A "DocuWorks document", a "DocuWorks binder", and a "DocuWorks container" together may be called "DocuWorks file" collectively.

● "Microsoft® .NET Framework 3.5 SP1" is referred to as ".NET Framework 3.5".

1   Before You Install DocuWorks

Before you install DocuWorks, check the necessary environment and settings for installation.

1.1   What to Check Before Installation

Check the operating environment before installation.

Operating Environment

To use DocuWorks 8, the hardware must meet the following requirements:

Operating Environment for DocuWorks 8

Operation System [Note 1] (OS)	Windows® 8.1 (32-bit) English Version [without Service Pack] Windows® 10 (32-bit) English Version [without Service Pack] Windows® 8.1 (64-bit) English Version [without Service Pack] Windows® 10 (64-bit) English Version [without Service Pack]
CPU [Note 2]	1 GHz or above 32-bit (x86) or 64-bit (x64) processor
Hard disk [Note 2]	950 MB or more for installation [Note 3] Additional 200 MB or more free space is recommended for actual operation.
Memory [Note 2]	512 MB or more (1GB or more recommended)
Display [Note 2]	1280 x 768 pixels or more, full colors
Other required hardware	DVD-ROM drive is required when installing from the installation media
Other required software	Microsoft® Internet Explorer® 8, 9, 10, or 11 Windows® Search 4.0 is required when using the fast search function with indexing
Compatible scanners	TWAIN32 compliant
Other requirements	You will need an internet connection for license activation. Also, user registration to Fuji Xerox Direct[Note 4] will be required.

(Note 1)   For the latest information on the supported operating systems, please visit Fuji Xerox official website.

(Note 2)   According to the recommended values for OS you use.

(Note 3)   If .NET Framework 3.5 Service Pack 1 has not been installed on the computer, additional 500 MB or more free space is required.

(Note 4)   The following information is required at user registration:
E-mail address, name, address and phone number.
Corporate users are required to enter their organization name and department name, in addition to above.

Operating Environment for DocuWorks Creator for Microsoft Office

Supported Microsoft Office version	Microsoft Office 2010 Microsoft Office 2013 Microsoft Office 2016 Microsoft Office 2019

User Privileges

The user who will install DocuWorks must have Administrator privileges. Check whether the user who will install the DocuWorks belongs to the Administrator group.

1.2   Installation Overview

To use DocuWorks 8, you must install DocuWorks 8 on your computer and then configure "Personal Settings".

Once the installation is complete, the necessary files are copied to your computer. By using Personal Settings, you can configure the DocuWorks environment for each user.

New Installation or Upgrading an Earlier Version of DocuWorks

DocuWorks 8 has installation methods as described below.

■ New Installation

Used to newly install a DocuWorks 8 first-time install package on computers.

The first-time install package can also be installed on computers on which an earlier version of DocuWorks is already installed. In this case, on computers on which DocuWorks 6.x or earlier version is installed, DocuWorks 8 is installed by overwriting the existing version. On computers on which DocuWorks 7.x is installed, DocuWorks 7.x is uninstalled before installing DocuWorks 8.

■ Upgrading an Earlier Version of DocuWorks

Used to install a DocuWorks 8 upgrade package on computers on which DocuWorks 6.x or DocuWorks 7.x is installed. On computers on which DocuWorks 6.x is installed, DocuWorks 8 is installed by overwriting the existing version. On computers on which DocuWorks 7.x is installed, DocuWorks 7.x is uninstalled before installing DocuWorks 8.

The DocuWorks 8 upgrade package can also be installed on computers on which DocuWorks 6.x/7.x is not installed, if you have a serial number for DocuWorks 6.x/7.x.
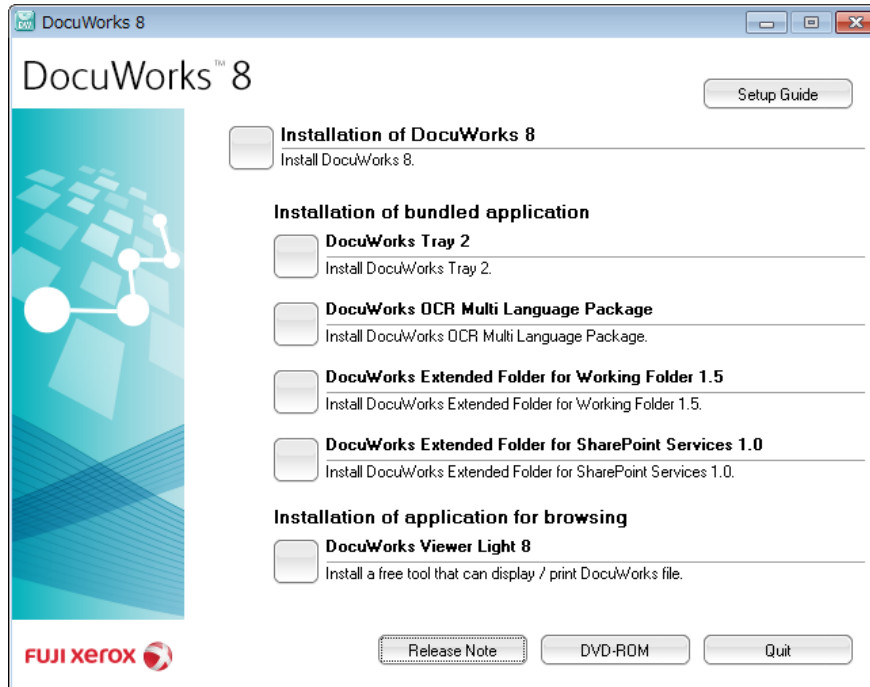
The Installation Screen

Close all the active applications and insert the DocuWorks 8 installation media into your media drive.

The autorun screen appears automatically.

> *Note* If autorun screen does not appear, execute the "autorun.exe" file under the "autorun" folder in the installation media.

Select a language for your installation, and the following screen appears.

■ Setup Guide

If you click this button, "DocuWorks 8 Setup Guide" (this manual) appears.

■ Installation of DocuWorks 8

If you click this button, Visual C++ 2015 Runtime is first installed, and then DocuWorks 8 is installed.

After the installation of DocuWorks 8 is complete, the installation of .NET Framework 3.5, .NET Framework 4.6, License Management component, and DocuWorks PDF Creator, starts one by one.

> *Reference* "2.1 Installing DocuWorks 8" (P.15)

■ DocuWorks Tray 2

If you click this button, DocuWorks Tray 2 will be installed.

■ DocuWorks OCR Multi Language Package

If you click this button, DocuWorks OCR Multi Language Package will be installed.

■ DocuWorks Extended Folder for Working Folder 1.5

If you click this button, DocuWorks Extended Folder for Working Folder 1.5 will be installed.

■ DocuWorks Extended Folder for SharePoint Services 1.0

If you click this button, DocuWorks Extended Folder for SharePoint Services 1.0 will be installed.

■ DocuWorks Viewer Light 8

If you click this button, DocuWorks Viewer Light 8 will be installed.

Reference   "2.2 Installing DocuWorks Viewer Light 8" (P.22)

■ Release Note

If you click this button, Release Note for the entire installation media is displayed. By clicking the links inside, you can display individual Release Notes. Release Notes describe the cautions and constraints. Be sure to read them before using the software.

■ DVD-ROM

If you click this button, the files in the installation media are displayed.

■ Quit

If you click this button, the installation screen closes.

User Registration with Fuji Xerox Direct

You need a user ID (e-mail address) and password that are registered with Fuji Xerox Direct in order to use DocuWorks as the licensed edition.
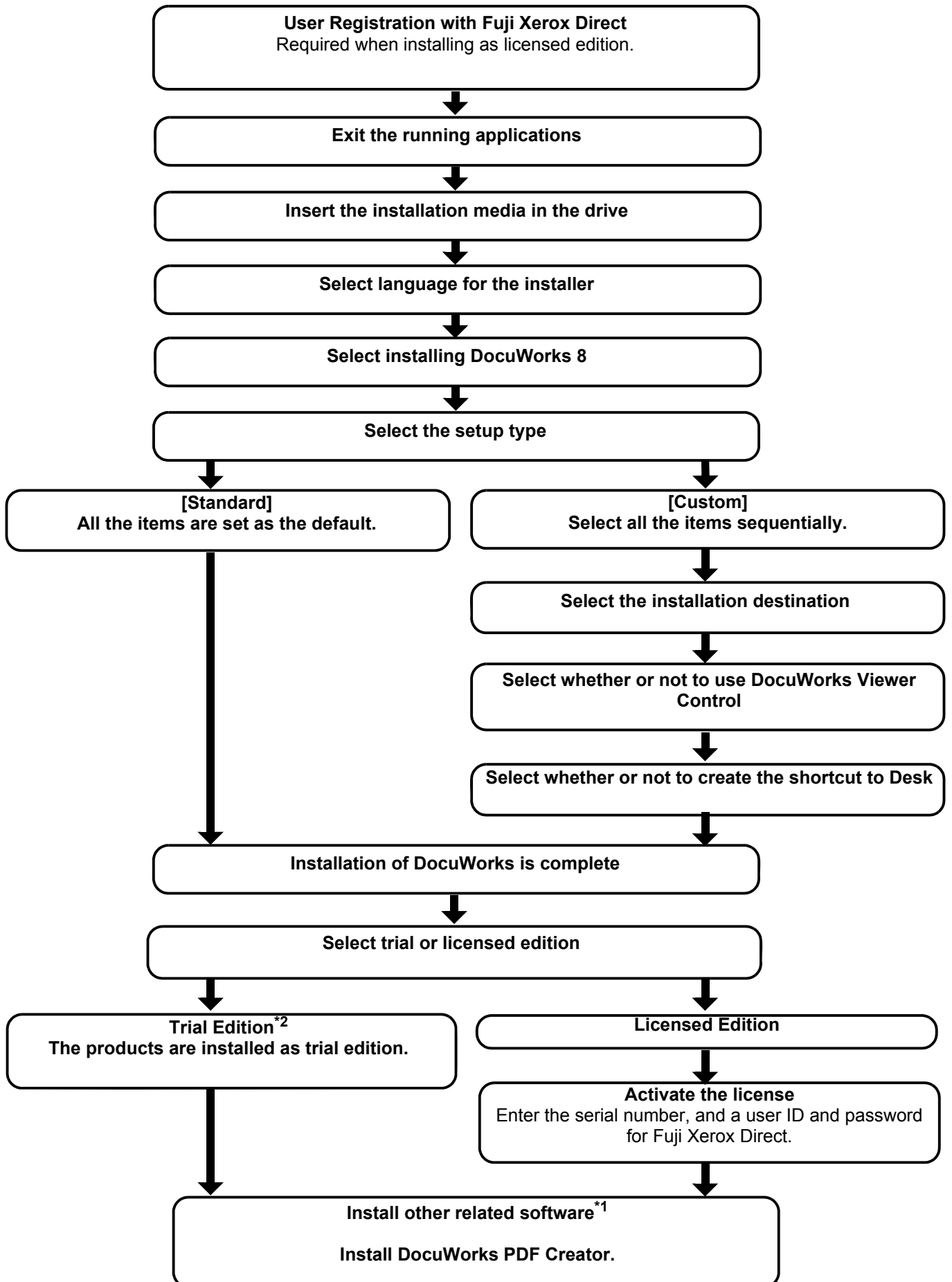
Visit the following URL via your web browser to perform user registration:

https://direct.fujixerox.com/ap2/register/ols/
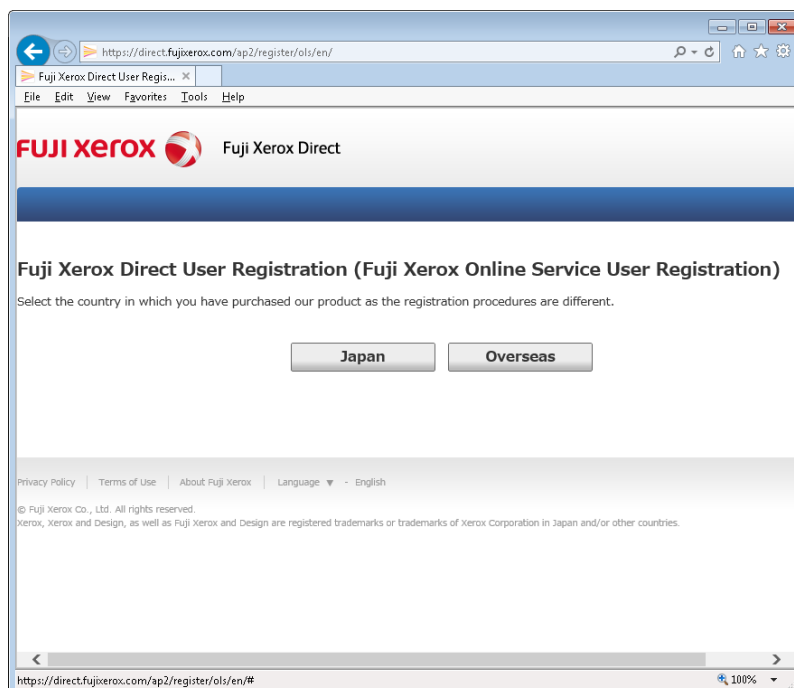
Flow of Installing DocuWorks 8

The installation flow of DocuWorks 8 is as follows:

User Registration with Fuji Xerox Direct
Required when installing as licensed edition.

↓

Exit the running applications

↓

Insert the installation media in the drive

↓

Select language for the installer

↓

Select installing DocuWorks 8

↓

Select the setup type

[Standard]
All the items are set as the default.

[Custom]
Select all the items sequentially.

↓

Select the installation destination

↓

Select whether or not to use DocuWorks Viewer Control

↓

Select whether or not to create the shortcut to Desk

↓

Installation of DocuWorks is complete

↓

Select trial or licensed edition

Trial Edition[*2]
The products are installed as trial edition.

Licensed Edition

↓

Activate the license
Enter the serial number, and a user ID and password for Fuji Xerox Direct.

↓

Install other related software[*1]

Install DocuWorks PDF Creator.

*1 Even if the installation of DocuWorks fails or is canceled, the installation of other software starts.

*2 You can upgrade from the Trial to the Licensed Edition later. In this case, refer to "4.4 Upgrading from the Trial to the Licensed Edition" (P.57) to activate the license.

Flow of Personal Settings

When you use DocuWorks for the first time, you must configure Personal Settings.

The flow of Personal Settings is as follows:

```
                    ┌──────────────────────────────────┐
                    │       Select install method       │
                    └──────────────────────────────────┘
                         │                        │
                         ▼                        ▼
    ┌───────────────────────────┐   ┌───────────────────────────┐
    │   [Standard settings]     │   │   [Customize settings]    │
    │ All the items are set as  │   │ Select all the items      │
    │      the default.         │   │     sequentially.         │
    └───────────────────────────┘   └───────────────────────────┘
                                                  │
                                                  ▼
                                     ┌───────────────────────────┐
                                     │     Select a Desk folder  │
                                     └───────────────────────────┘
                                                  │
                                                  ▼
                                     ┌───────────────────────────┐
                                     │ Select the folder for     │
                                     │    temporary files        │
                                     └───────────────────────────┘
                                                  │
                                                  ▼
                                     ┌───────────────────────────┐
                                     │ Select the application in │
                                     │ which DocuWorks Creator   │
                                     │ for Microsoft Office is   │
                                     │        enabled            │
                                     └───────────────────────────┘
                                                  │
                                                  ▼
                                     ┌───────────────────────────┐
                                     │ Select the shortcut to be │
                                     │        created            │
                                     └───────────────────────────┘
```
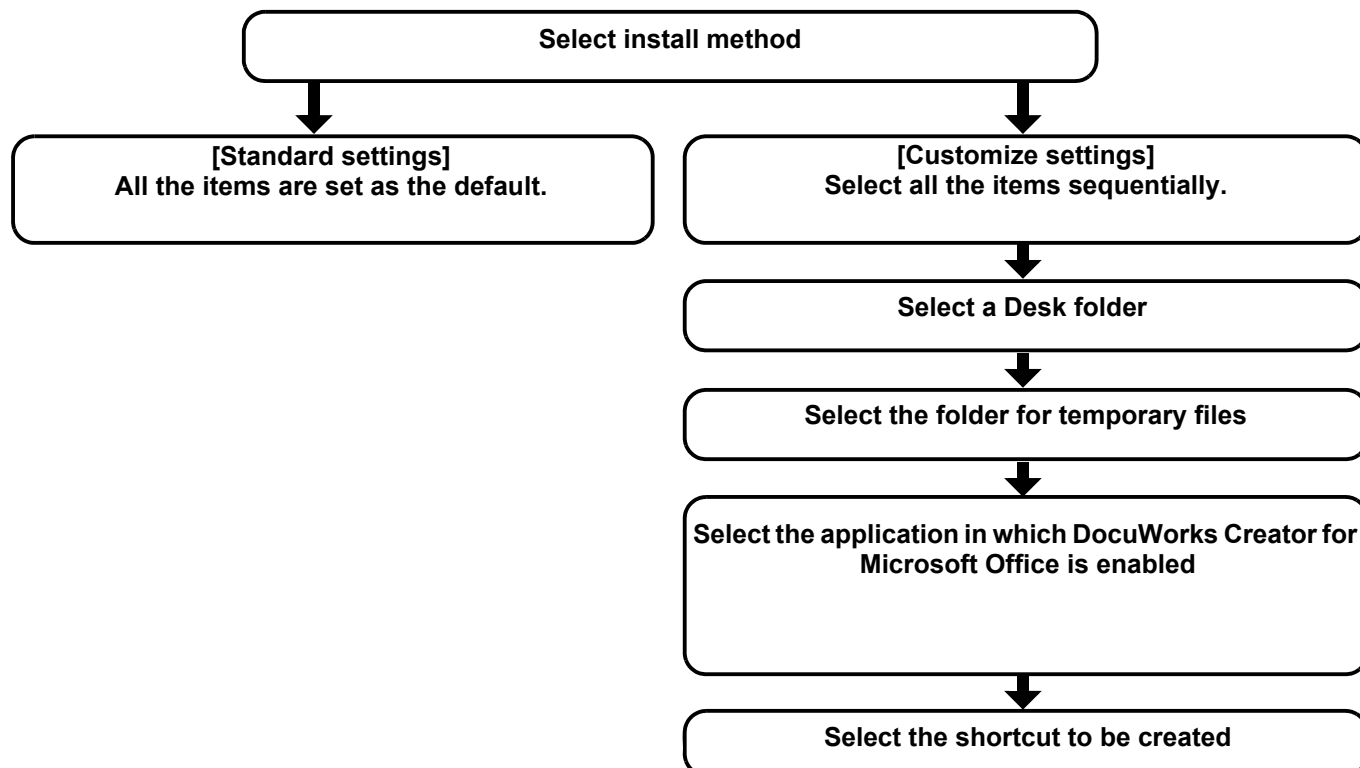
Customizing Installation

Administrators may want to customize installation, for example, when installing DocuWorks on multiple computers.

Customizing Which Applications Are Installed

After you start the DocuWorks installer, software applications are installed in the following sequence:

- Microsoft Visual C++ 2015 Redistributable Package

- Fuji Xerox DocuWorks 8

- Microsoft .NET Framework 3.5 Service Pack 1

- Microsoft .NET Framework 4.6

- Sentinel RMS License Manager for FX

- Fuji Xerox DocuWorks PDF Creator

To prevent unwanted products from being installed, follow the steps below to customize installation.

1 Insert the DocuWorks 8 installation media into the disk drive, and open it in Explorer.

2 Copy the "dw_ml" folder to a hard drive on your computer.

3 Open the "dw_ml" folder copied on your hard drive.

4 Use an application which is capable to save character code of a file as Unicode to open "setup.ini" in the "dw_ml" folder.

The DocuWorks installer (setup.exe) runs installers of applications specified in sections [Setup01] to [Setup10] in the "setup.ini" file, sequentially in that order. By deleting sections for unwanted products, you can prevent the corresponding installers from being started.

5 Delete sections for products you do not want to install.

Do not delete sections other than [Setup06] (Fuji Xerox DocuWorks PDF Creator).

When using the "Conversion to PDF (DocuWorks PDF Creator)" plug-in of DocuWorks, the section [Setup06] (Fuji Xerox DocuWorks PDF Creator) is required.

6 Save the "setup.ini" file.

Then you can run installation according to the customized "setup.ini" file, by double-clicking the "setup.exe" file in the "dw_ml" folder copied on your hard drive.

Disabling the "Neighborhood Desks" Feature

If you do not want to install the "Neighborhood Desks" feature, follow the steps below to customize installation.

1 Insert the DocuWorks 8 installation media into the disk drive, and open it in Explorer.

2 Copy the "dw_ml" folder to a hard drive on your computer.

3 Open the "dw_ml" folder copied on your hard drive, and then open either of the following folders in it:
- For 32-bit operating systems: "DocuWorks" folder
- For 64-bit operating systems: "DocuWorks64" folder

4 Create a text file named "dw.ini" in the "DocuWorks" or "DocuWorks64" folder.

5 Add the following lines in the "dw.ini" file.

[OptionFile]
NeighborhoodDesks=N

6 Save the "dw.ini" file.

Then you can run installation according to the "dw.ini" file, by double-clicking the "setup.exe" file in the "dw_ml" folder copied on your hard drive.

Besides [OptionFile], you can use the "dw.ini" to customize the settings. For details, after installing DocuWorks, refer to Help [Customize DocuWorks] > [Customize Installation].

Silent Installation

Although the DocuWorks installer gives you an option to proceed installation without dialog boxes, the "Silent Installation" function, whenever you attempt to install DocuWorks requiring license activation, a dialog box where you must enter the serial number and activate your license appears. Therefore, it is not advisable to use silent installation for DocuWorks requiring license activation.

2   Installing Software

This section describes how to install each application software from the DocuWorks 8 installation media.

After the installation, configure Personal Settings by referring to 3.1 "Executing the Configuring of Personal Settings" (P.26).

> *Important*   Another method for installing DocuWorks 8 is to copy the installer to your hard drive. However, please note that installation may fail with an error message if the full path for the folder which stores the installer contains characters of a language other than the default language of the operating system running on the computer.

2.1   Installing DocuWorks 8

This section explains how to newly install DocuWorks 8 or upgrade an earlier version.

> *Important*   The following information is required in order to install DocuWorks 8 as licensed edition.
>
> • The serial number, which is printed on the license certificate enclosed in the product package.
> • Your user ID (e-mail address) and password that are registered with Fuji Xerox Direct.
> If you have not yet completed registration, refer to "User Registration with Fuji Xerox Direct" (P.10) to complete registration.

1   Close all the active applications and insert the DocuWorks 8 installation media into the media drive.

The autorun screen appears automatically.

> *Note*   If autorun screen does not appear, execute the "autorun.exe" file under the "autorun" folder in the installation media.

2   Click the language for the installation.

3   Click the button on the left of [Installation of DocuWorks 8].

> *Note*   If the [User Account Control] dialog box appears, click [Yes].
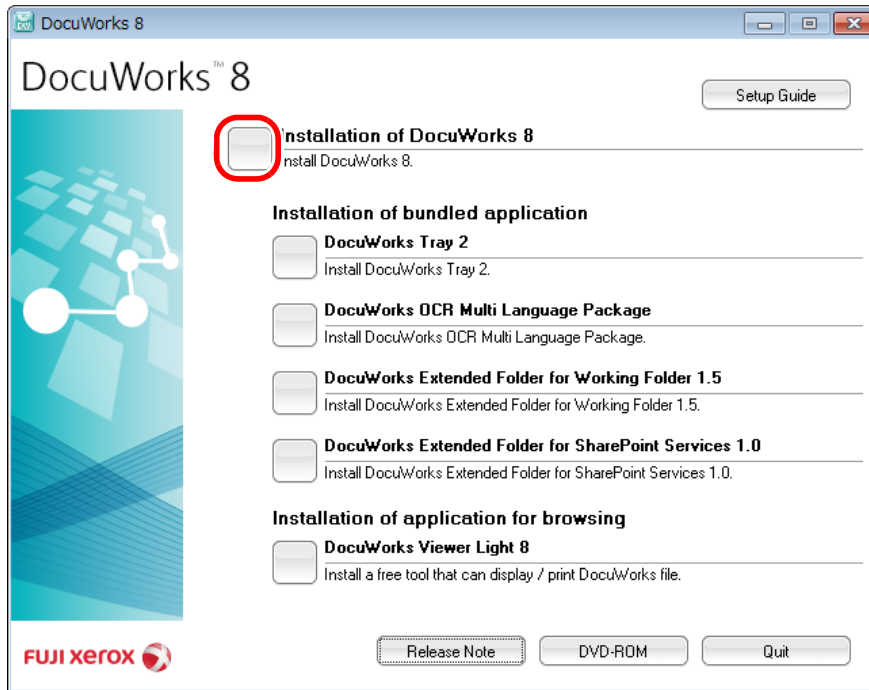
Microsoft Visual C++ 2015 Redistributable is installed.

4   If your computer has DocuWorks 7.x installed, a confirmation dialog box is displayed to check whether to uninstall DocuWorks 7.x.
When you click [Yes], DocuWorks 7.x is uninstalled, and then the dialog box for step 5 is displayed.
When you click [No], the installation is cancelled.

5   Click [Next].
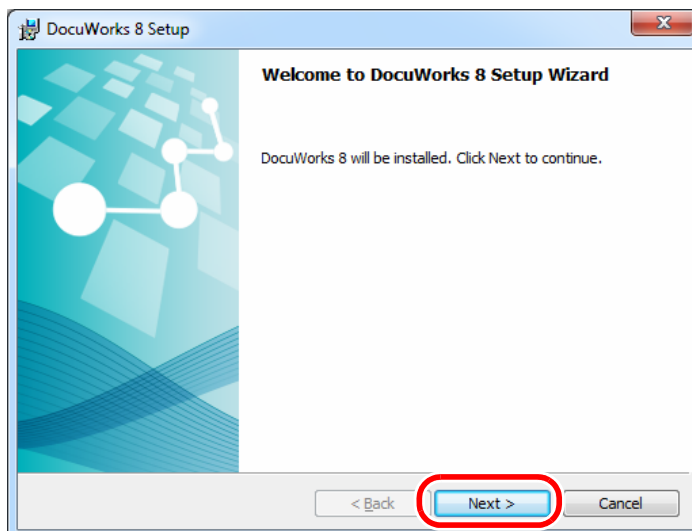
The [License Agreement] dialog box appears.

6 Verify the information displayed in the DocuWorks licensing agreement. If you agree to the licensing conditions, select [I accept the terms in the license agreement], and then click [Next].

7 Select the setup type, and click [Next].

The default is [Standard].

• [Standard]

Install items as the default settings. Proceed to Step 11.

• [Custom]

Install items changing the default settings. Proceed to Step 8.
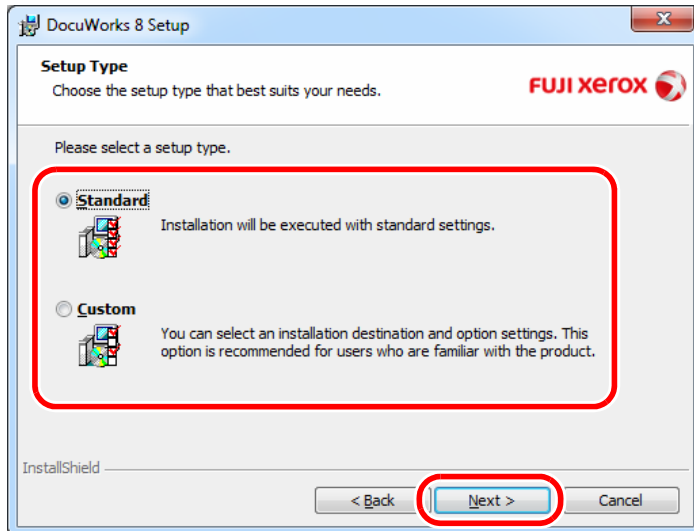
8 Select the installation destination folder, and click [Next].
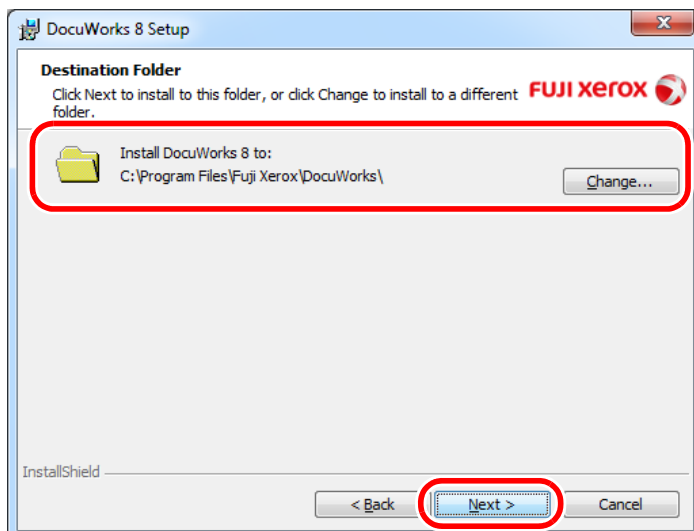
Important   Do not install DocuWorks to the following locations. Otherwise, the software may malfunction.

• Network folder
• Directly under the drive such as "C:\"
• Removal media such as CD-R/RW, MO, or memory card

Note   In new installation, the default is "C:\Program Files\Fuji Xerox\DocuWorks".
When upgrading an earlier version, the default is the folder where an earlier version of DocuWorks has been installed.

9 Select whether or not to use DocuWorks Viewer Control, and click [Next].

If you select [Use], you can edit the DocuWorks files displayed on a web browser such as by pasting annotations or changing attributes, and save it.
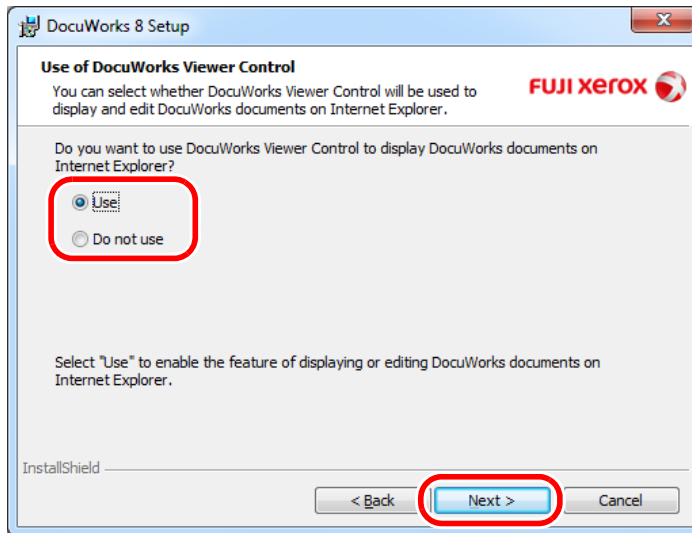
10 Select whether or not to create the shortcut to Desk on the desktop, and click [Next].
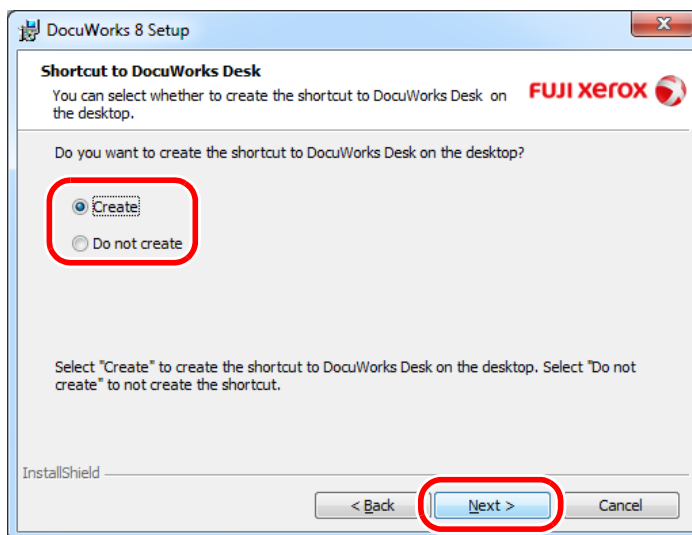
11 Confirm the settings, and click [Install].
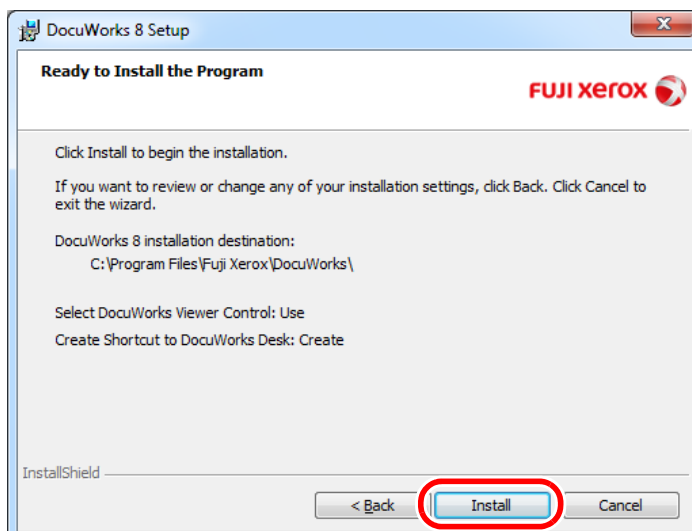
12 Click [Finish].
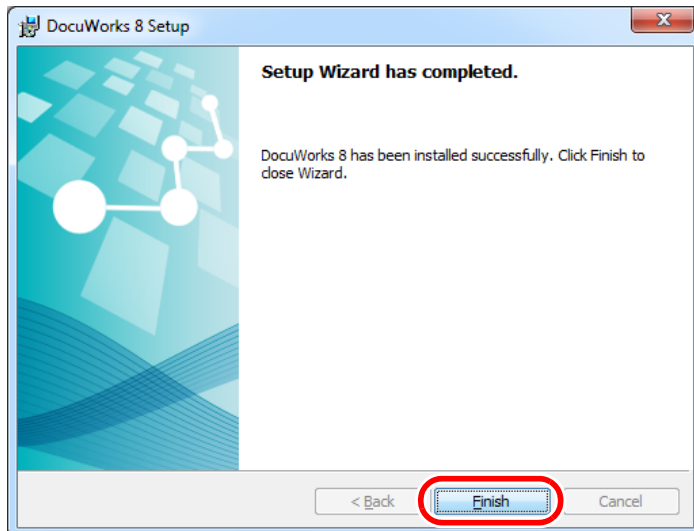
Sentinel RMS License Manager for FX is installed.

13 Select either of the following options, and click [Next].

- [Install trial version.]
  DocuWorks will be installed as trial edition. Proceed to Step 15.
- [Enter the serial number to install the licensed version.]
  The serial number is the number printed on the license certificate that is enclosed in the product package.
  The serial number is checked for validity. Proceed to Step 14.
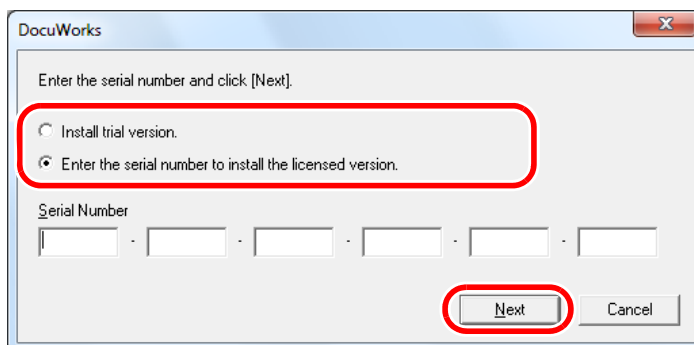
Important   If you click [Cancel], a dialog box is displayed to confirm whether you want to cancel the license activation. Clicking [No] returns you to the dialog box for step 13. Clicking [Yes] moves you to step 15 and installs DocuWorks as trial edition.
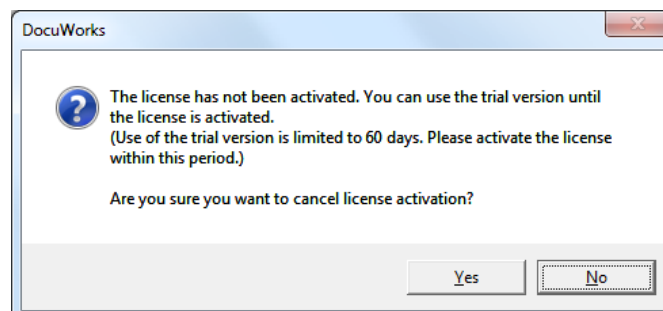
Note   If you are running an upgrade install, the installer checks the serial number and then displays a dialog box to enter the serial number for DocuWorks 6.x/7.x. Enter the serial number for DocuWorks 6.x/7.x and click [Next].

14 Enter your user ID (e-mail address) and password, and click [OK].

- In [User ID (E-mail address)], enter your user ID (e-mail address) registered with Fuji Xerox Direct. You must enter the whole e-mail address including the part to the right of the at sign (@).

- In [Password], enter the password registered with Fuji Xerox Direct.

- Clicking [New Registration] starts your web browser and connects to the user registration page on Fuji Xerox Direct. It is advisable to complete user registration in advance by following the instruction in "User Registration with Fuji Xerox Direct" (P.10). If you prefer not to receive e-mails about the product information, deselect the check box.

Important   If you enter your former user ID (a 10 digit number) you registered for DocuWorks 7 or earlier, the dialog box shown below is displayed. Click [OK], and enter your user ID (e-mail address) registered with Fuji Xerox Direct.

Your license is activated. When the dialog box indicating a successful activation appears, click [OK].

Important   • An active Internet connection is required to activate the license. If the activation fails, "Trial Edition" will appear at start of DocuWorks. To run the trial edition as the licensed edition, refer to 4.2 "Online Activation" (P.38) to activate the license. To check whether your license is activated, refer to 4.1 "Checking License Status" (P.35).

- If you click [Cancel] in the dialog box for step 14, a dialog box is displayed to confirm whether you want to cancel the license activation. Clicking [No] returns you to the dialog box for step 14. Clicking [Yes] allows you to install DocuWorks as "trial edition with the serial number registered". To run the trial edition as the licensed edition, refer to 4.2 "Online Activation" (P.38) to activate the license.
- If you type an incorrect user ID or password five times in the dialog box for step 14, your password is locked. In case you forgot password, access the following URL via a web browser and reset the password using Fuji Xerox Direct.
  https://direct.fujixerox.com/ap2/resetpassword/apply_form

Note   If clicking [New Registration] in the dialog box for step 14 does not initiate connection to the Fuji Xerox Direct website, access the following URL via a web browser:
https://direct.fujixerox.com/ap2/register/ols/

15 Install the individual software components that are required to run DocuWorks.

The installer for each of the following applications will be started sequentially: DocuWorks PDF Creator. Follow instructions on the screen to go through installation.

- When the screen prompting you to restart your computer appears
  Restart your computer and log in using the same user account that was used during the installation. Perform steps 1 through 3 again, and click [Cancel] on the [Welcome to DocuWorks 8 Setup Wizard] screen. After clicking [Finish] on the [DocuWorks 8 Setup has been aborted.] screen, the installation of the next software component automatically starts.
- When the screen prompting you to restart your computer does not appear
  The installation of the next software component automatically starts.

Important   The screen prompting you to restart the computer appears when there is a file that cannot be overwritten. However, the installation can be completed if you restart the computer accordingly.

Note   • If .NET Framework 3.5 has not been installed on the computer, the DocuWorks installer will install .NET Framework 3.5.

• If .NET Framework 4 has not been installed on the computer, the DocuWorks installer will install .NET Framework 4.

The installation of DocuWorks has now been completed. Go to 3.1 "Executing the Configuring of Personal Settings" (P.26).

2.2   Installing DocuWorks Viewer Light 8

DocuWorks Viewer Light is free software to view DocuWorks files. This application enables you to view the DocuWorks files even in an environment that does not have DocuWorks installed.

Note   You do not have to install DocuWorks Viewer Light on a PC which has DocuWorks installed.

You can view and print DocuWorks files, search and copy a character string, jump by using the link annotation, extract original data, and view DocuWorks files on a web browser. However, you cannot edit DocuWorks files.

Important   If DocuWorks Viewer Light for Web 5.x has been installed, do not uninstall it. Just overwrite it with DocuWorks Viewer Light 8.

Note   DocuWorks Viewer Light for Web is software provided with the earlier versions of DocuWorks. In this version, the functions of DocuWorks Viewer Light for Web have been integrated into those of DocuWorks Viewer Light.

How to Install DocuWorks Viewer Light 8

1   Close all the active applications and insert the DocuWorks 8 installation media into the media drive.

The autorun screen appears automatically.

Note   If autorun screen does not appear, execute "autorun.exe" under the "autorun" folder in the installation media.

2   Click the language for the installation.

3   Click the button on the left of [DocuWorks Viewer Light 8].

Note   If the [User Account Control] dialog box appears, click [Continue].
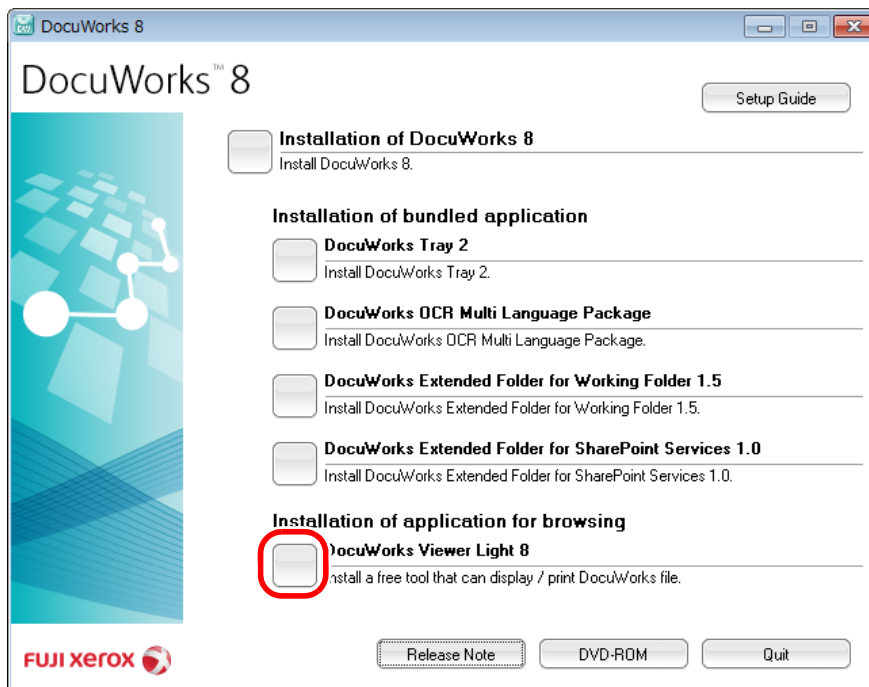
4 Click [Next].
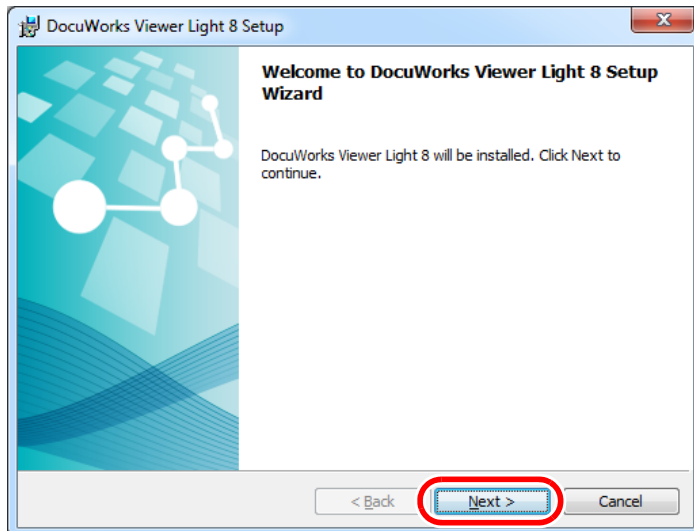
The [License Agreement] dialog box appears.

5 Verify information displayed in the DocuWorks Viewer Light licensing agreement. If you agree to the licensing conditions, select [I accept the terms in the license agreement], and click [Next].

6 Select the setup type, and click [Next].

The default is [Standard].

- [Standard]

  Install items as the default settings. Proceed to Step 9.

- [Custom]

  Install items changing the default settings. Proceed to Step 7.
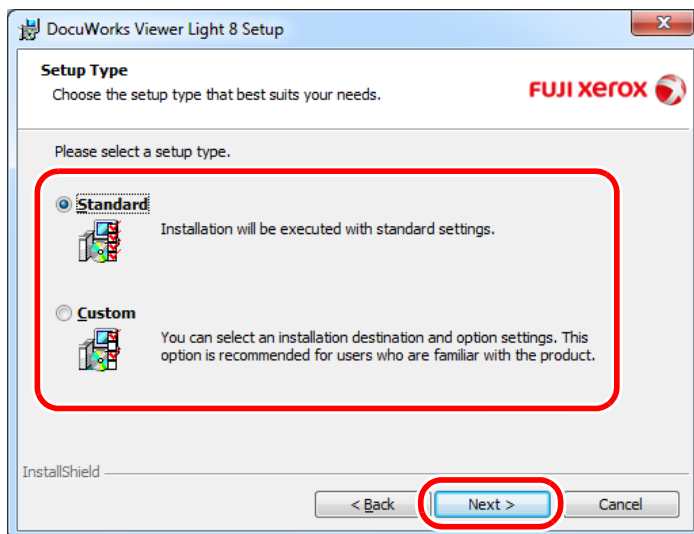
7 Select the installation destination folder, and click [Next].
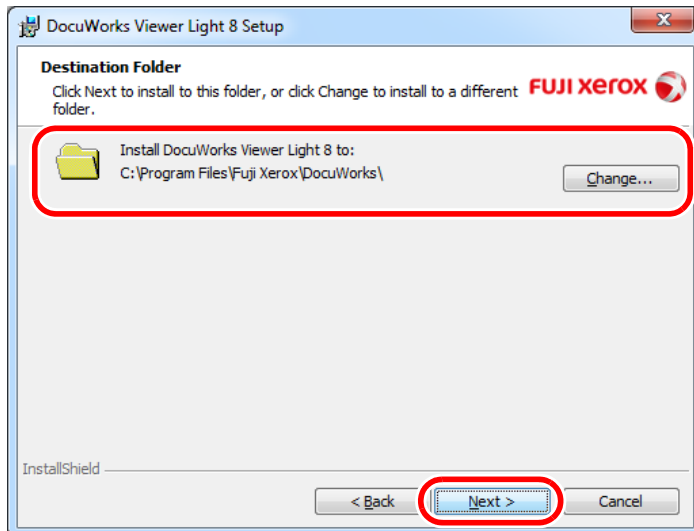
Note It is recommended to set the same folder as that of the installation destination of DocuWorks 8.

8 Select the browser with which you want to display DocuWorks documents, and click [Next].
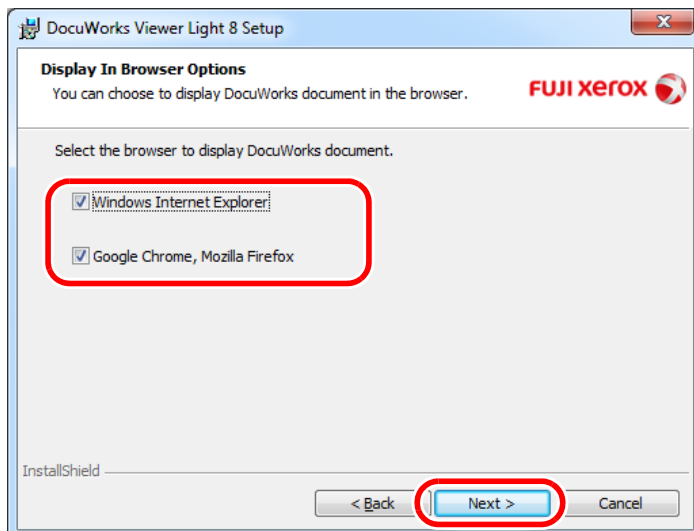
9 Confirm the settings, and click [Install].
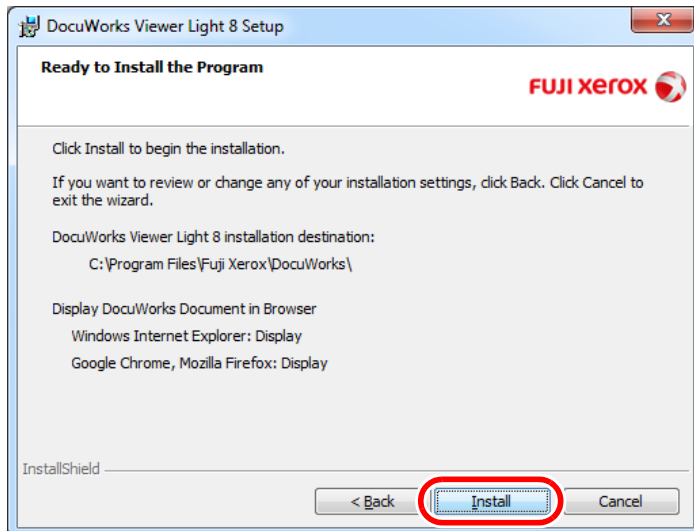
10 Click [Finish].
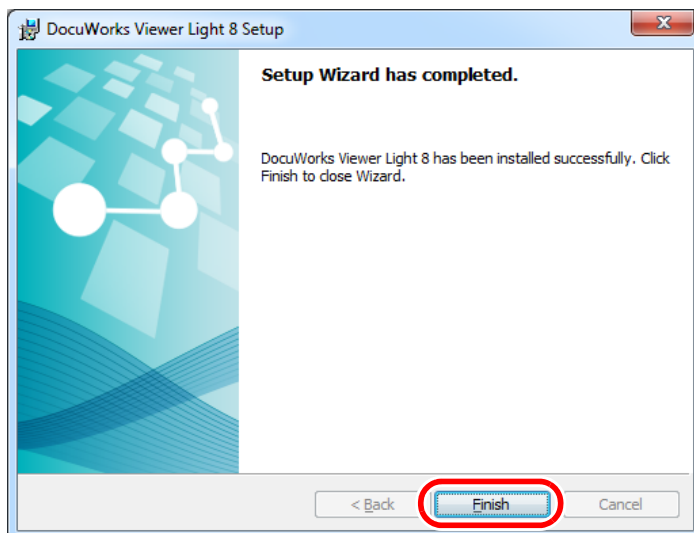
Important   When the screen prompting you to restart your computer appears, make sure to restart your computer, and log in using the same user account that was used during the installation. The screen prompting you to restart your computer appears when there is a file that cannot be overwritten. However, the installation can be completed if you restart the computer accordingly.

3 Executing the Configuring of Personal Settings

When using DocuWorks for the first time, you need to individually specify the location of the Desk folder, and location of the folder for temporary files to be used for each Windows user account. You can use DocuWorks only after Personal Settings are complete. The contents of the Personal Settings can be changed later.

This chapter describes how to configure Personal Settings and to change the settings later.

3.1 Executing the Configuring of Personal Settings

How to configure the Personal Settings differs depending whether DocuWorks is newly installed or upgraded from a previous version.

Newly Installing DocuWorks

When you run DocuWorks for the first time after installation, the DocuWorks Personal Settings Tool starts automatically, and the screen shown in step 2 appears.

1 From the Windows [Start] menu, select [All Programs] > [Fuji Xerox] > [DocuWorks] > [DocuWorks Personal Settings Tool].

The [DocuWorks Personal Settings] dialog box appears.

2 Click [Next].
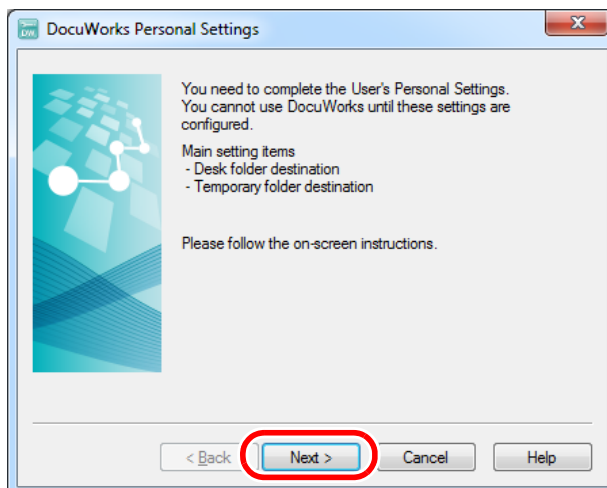
3 Select either [Standard settings] or [Customize settings], and click [Next].

The default is [Standard settings].
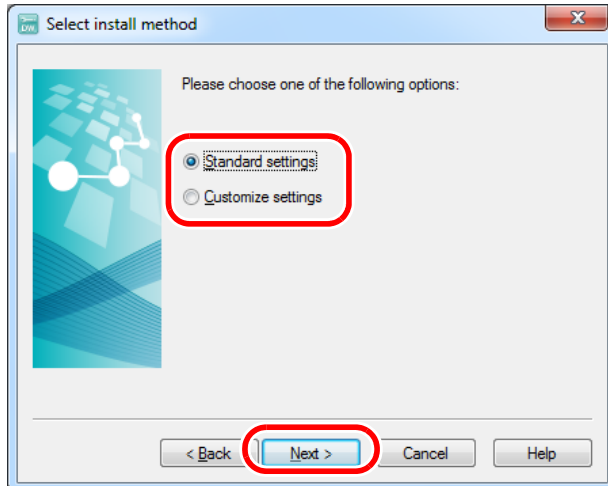
- [Standard settings]

  Configure Personal Settings in the default values. Proceed to Step 8.
- [Customize settings]

  Configure Personal Settings changing the default values. Proceed to Step 4.

4 Select a location to create a Desk folder, and click [Next].

This is the folder where the user folders to be used on Desk will be created. Sufficient free space is required since the user data will be stored here.

The default is "<Personal folder>\Fuji Xerox\DocuWorks\DWFolders".
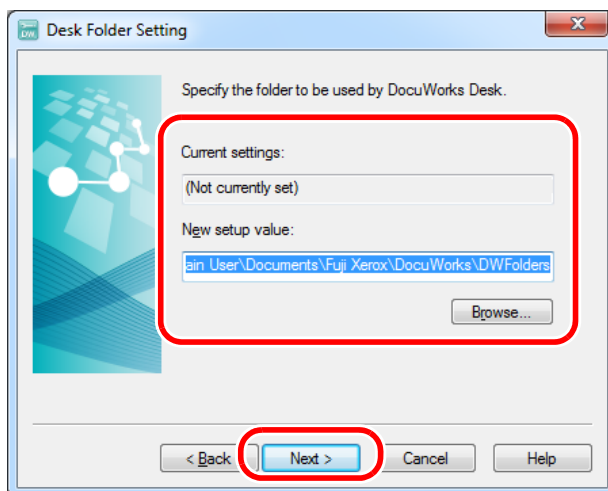
Note   • The location of the <Personal folder> is as follows:

  • C:\Users\user name\Documents

• If you specify Personal Settings for the first time after upgrading an earlier version, a Desk folder is, by default, in the location where the Desk folder of the earlier version was stored.

5 Select a location to create a temporary file folder, and click [Next].

This is the folder that DocuWorks program uses temporarily during operation.
The default is "<Application Data folder>\Fuji Xerox\DocuWorks\DWTemp".
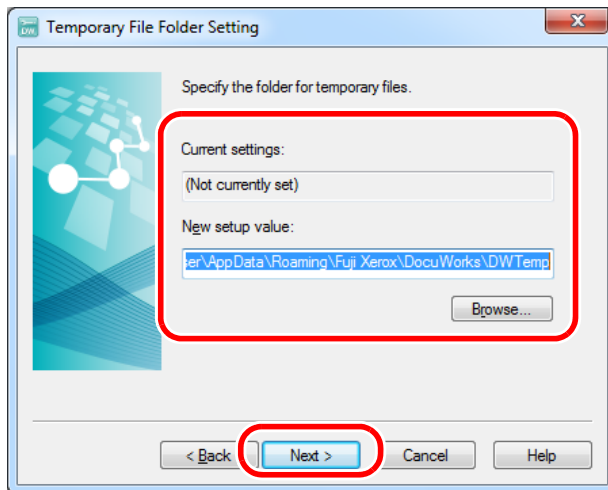
|	

Important	• Do not install DocuWorks to the following locations. Otherwise the software may malfunction.
	  • Directly under the drive such as "C:\"
	  • Removal media such as CD-R/RW, MO, or memory card
	• If you specify a network folder, it cannot be shared between two or more users.

Note	The location of the <Application Data folder> is as follows: • C:\Users\user name\AppData\Roaming

6 Select the Office application in which the DocuWorks Creator for Microsoft Office is enabled, and then click [Next].

If you enable the DocuWorks Creator for Microsoft Office, the [Convert to DocuWorks] button will be created on the toolbar of the selected Microsoft Office application.
By default, all of them are checked.
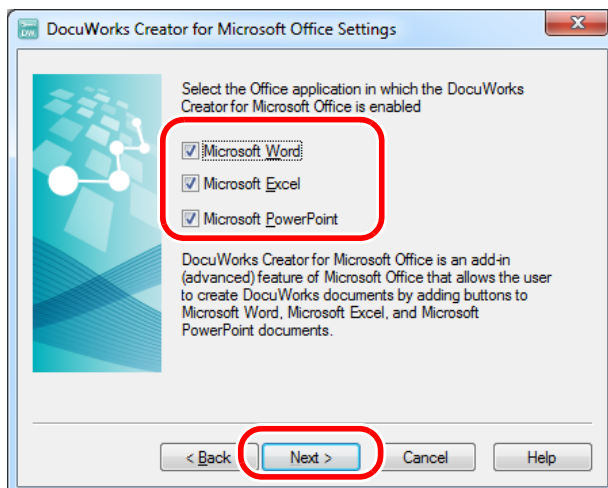
7 Select the shortcut to be created, and click [Next].

If selecting [[Send To] menu], DocuWorks Printer will be added on the [Send To] menu displayed when right-clicking on Windows Explorer.

If selecting [Quick Launch toolbar], [Starting DocuWorks Desk] will be added on the Quick Launch items displayed on Windows Taskbar.

By default, all of them are checked.
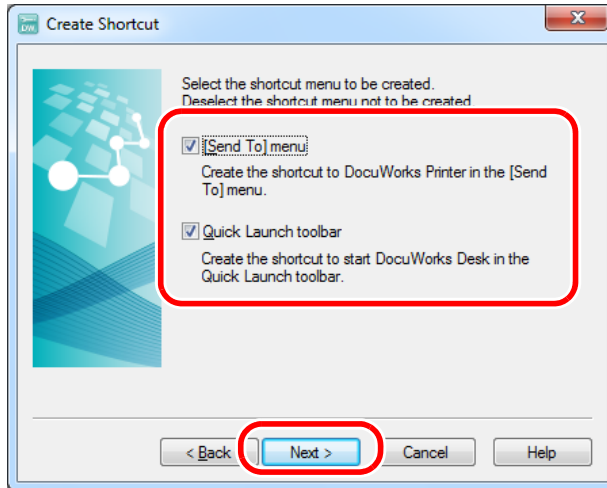
8 Confirm the settings, and click [Next].
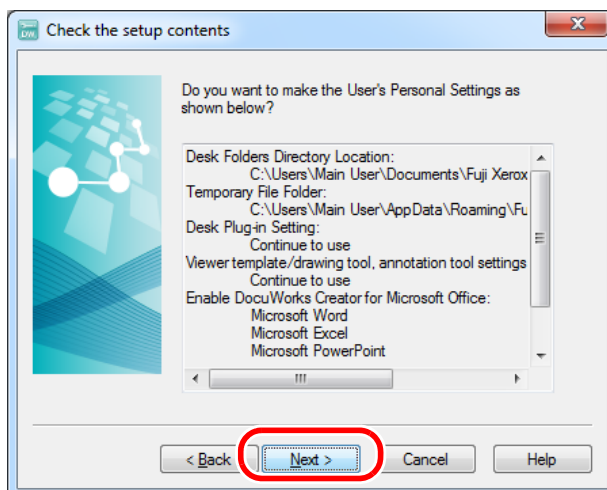
9 Click [Finish].
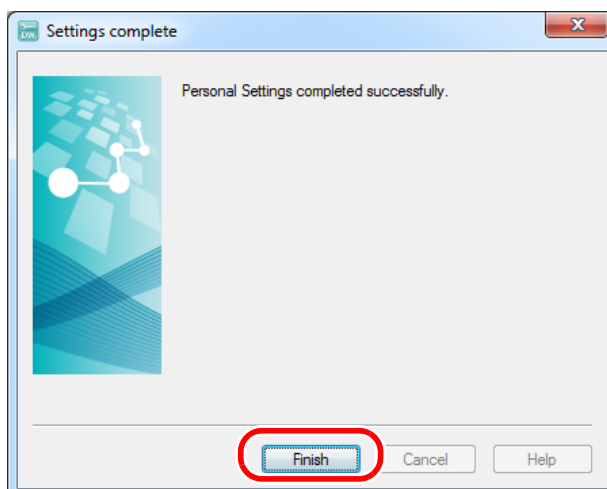
Upgrading DocuWorks

This section explains how to configure Personal Settings when upgrading an earlier version.

1 Follow the procedures to step 3 under "Newly Installing DocuWorks" on page 26.

2 If you selected [Standard settings] in step 3 under "Newly Installing DocuWorks" on page 27, perform steps 8 and 9 on page 29.

Personal Settings are configured.

If you selected [Customize settings] in step 3 under "Newly Installing DocuWorks" on page 27, follow the steps 4 and 5 on page 27 before following steps 3 through 5 on page 30.

3 Keep the check mark to [Continue to use] if you continue to use the same settings for plug-in that you customized prior to upgrading.[*1][*2]
Remove the check mark if you wish to replace them with the standard settings of this version.[*2]
Click [Next].
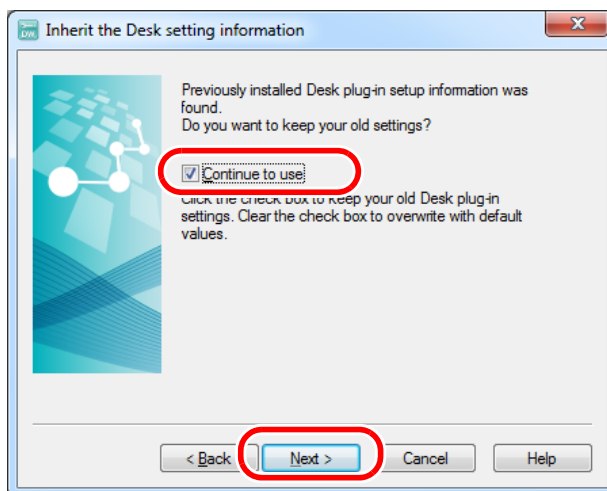
[*1] If [Conversion to PDF] has been added to [Current Plug-in Menu] on the [Plug-in Setting] dialog box on Desk, the name of the [Conversion to PDF] plug-in will be inherited. [Conversion to PDF] on [Available Plug-ins] will be changed to [Conversion to PDF(Adobe PDF)].

[*2] When you upgrade from DocuWorks 7.3 or earlier, regardless of the [Continue to use] setting, [Conversion to PDF(DocuWorks PDF Creator)] will be added to [Available Plug-ins] and [Current Plug-in Menu] in the [Plug-in Setting] dialog box on Desk.

4   Keep the check mark to [Continue to use] if you continue to use the same settings for annotation tool, Template tool, or Drawing tool that you customized prior to upgrading. Remove the check mark if you wish to replace them with the standard settings of this version.
Click [Next].
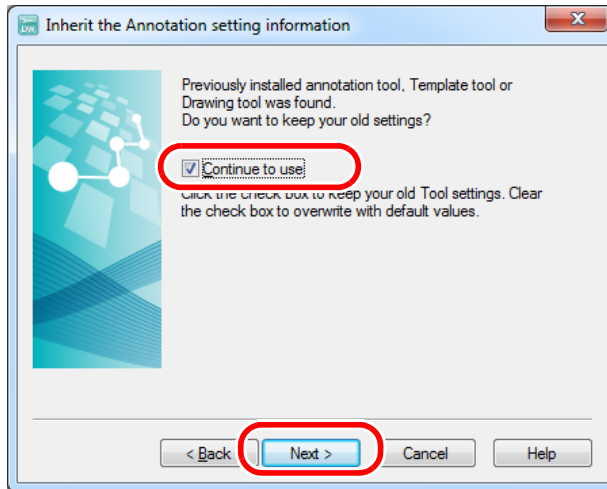
5   Follow the procedures after step 6 under "Newly Installing DocuWorks" on page 28.

Personal Settings are configured.

3.2 Changing the Personal Settings

If you want to change the Desk folder destination to another folder in case of insufficient free hard disk space or the like when using DocuWorks, use the DocuWorks Personal Settings Tool.

DocuWorks Personal Settings Tool allows you to change the settings of Desk folder destination, temporary file folder destination, and DocuWorks Creator for Microsoft Office.

1 From the Windows [Start] menu, select [All Programs] > [Fuji Xerox] > [DocuWorks] > [DocuWorks Personal Settings Tool].

The [DocuWorks Personal Settings] dialog box appears.

2 Select [Change setting], and click [Next].
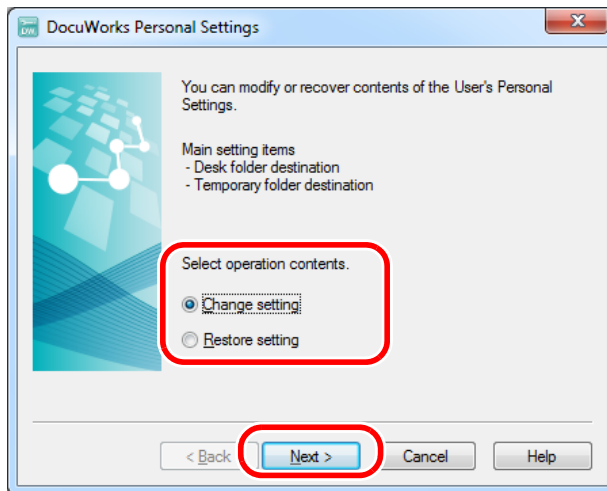
3 Specify the Desk folder in [New setup value], and click [Next].
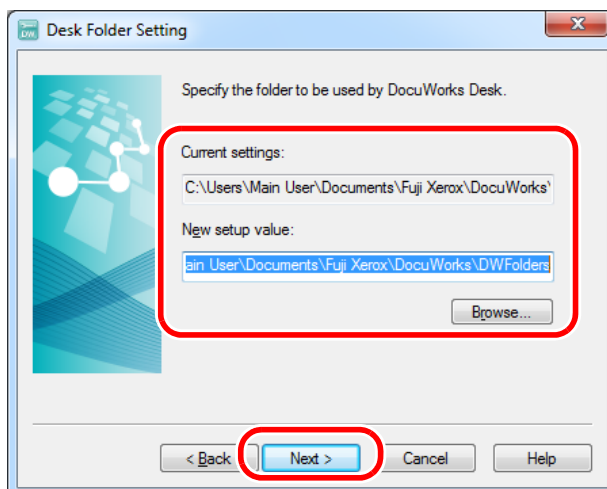
Note   If the location of the Desk folder is changed, the settings of link folder, annotation tool file, Electronic Signature Case data file will be inherited to the new Desk folder.

4 Specify the folder where the temporary files will be generated in [New setup value], and click [Next].
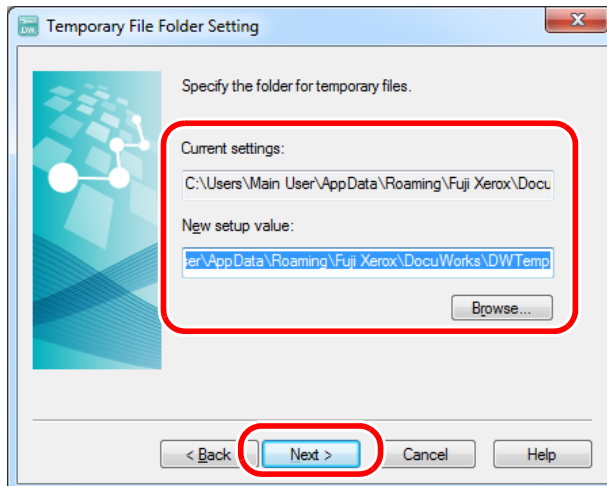
5 Select the Office application in which the DocuWorks Creator for Microsoft Office is enabled, and click [Next].
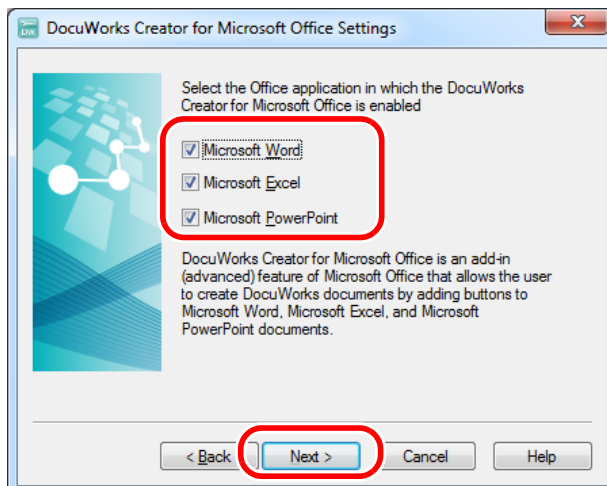
6 Select the shortcut to be created, and click [Next].
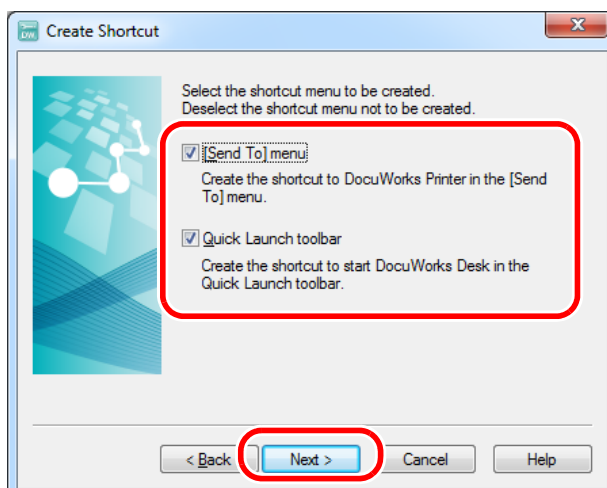
7   Confirm the settings, and click [Next].
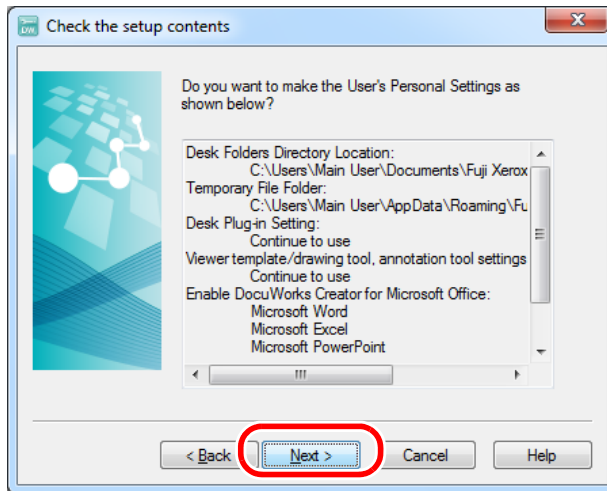
8   Click [Finish].
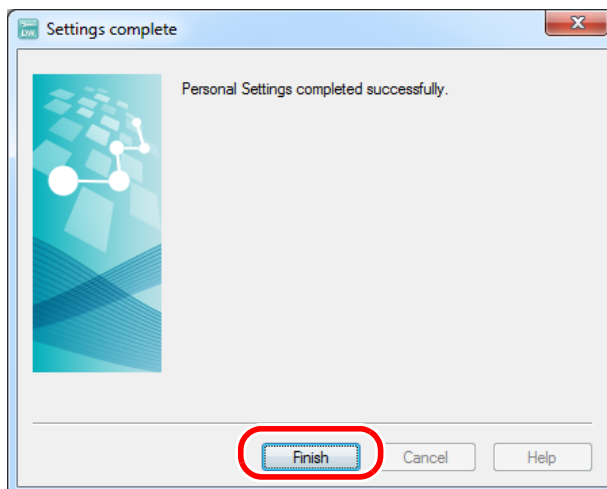
4   Activating a License

In order use DocuWorks as a licensed edition, you need to activate the license immediately after installation of DocuWorks. This chapter describes how to activate the license in case you have cancelled activating the license immediately after installation or the license has expired. It also gives instructions on how to activate the license when upgrading from the trial to the licensed edition. If you have no serial number, you must first purchase a license by following the instructions described in 4.4 "Upgrading from the Trial to the Licensed Edition" (P.57).

4.1   Checking License Status

Follow the procedure below to check the status of license for DocuWorks installed.

1   Log on as a user who belongs to the Administrators group.

2   From your Windows Start menu, go [All Programs] > [Fuji Xerox] > [DocuWorks] and click [License Management Screen] to open [License Activator] (License Management Screen).

    Important   If the [User Account Control] dialog box appears, click [Yes].

    Note   The title bar of the License Management Screen shows [License Activator].

    • When your trial period is expired:
     If you try to open DocuWorks Desk or DocuWorks Viewer, a dialog box appears prompting you to activate your DocuWorks. Click the [License Management Screen] button in this dialog box.
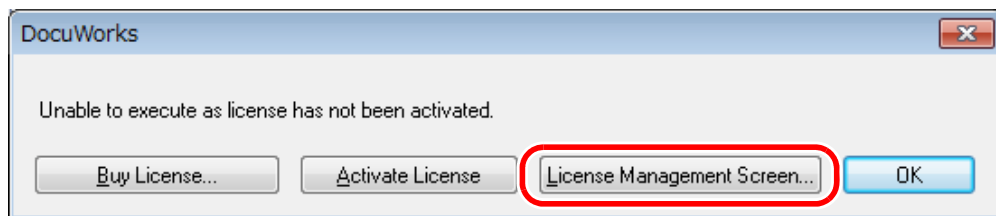
- When your trial period is not expired:
  Launch DocuWorks Desk or DocuWorks Viewer, and go [Help] > [License Management] and click [License Management Screen] to open [License Activator].
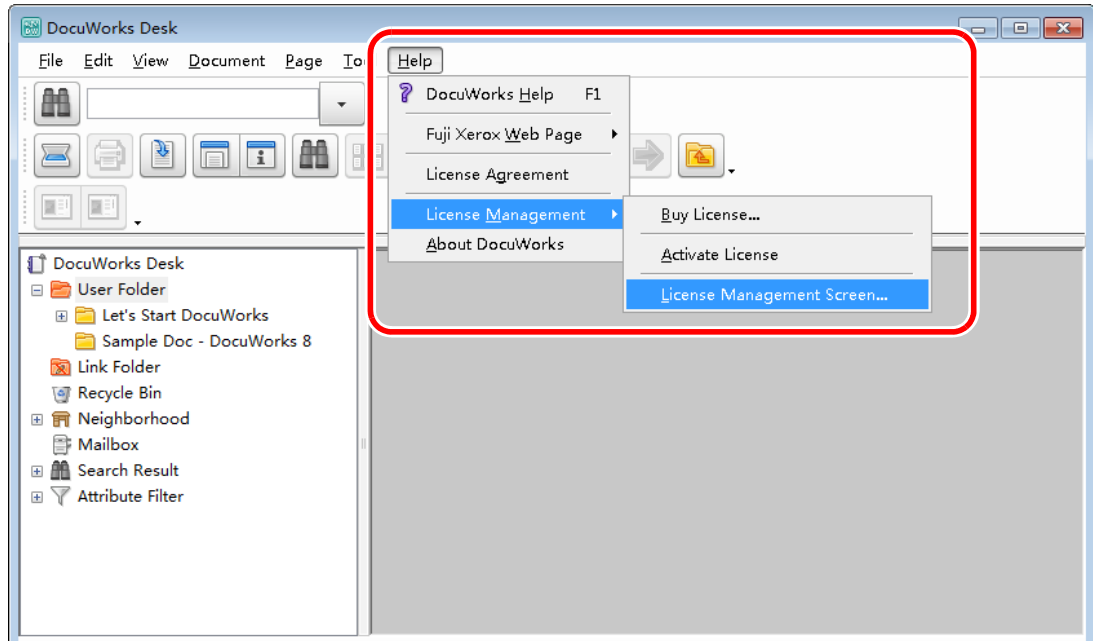
When you display the License Management Screen for the first time, the [License Agreement] dialog box appears.

3 Verify the information displayed in the [License Agreement] dialog box, and click [accept].

4 Check the license activation status.
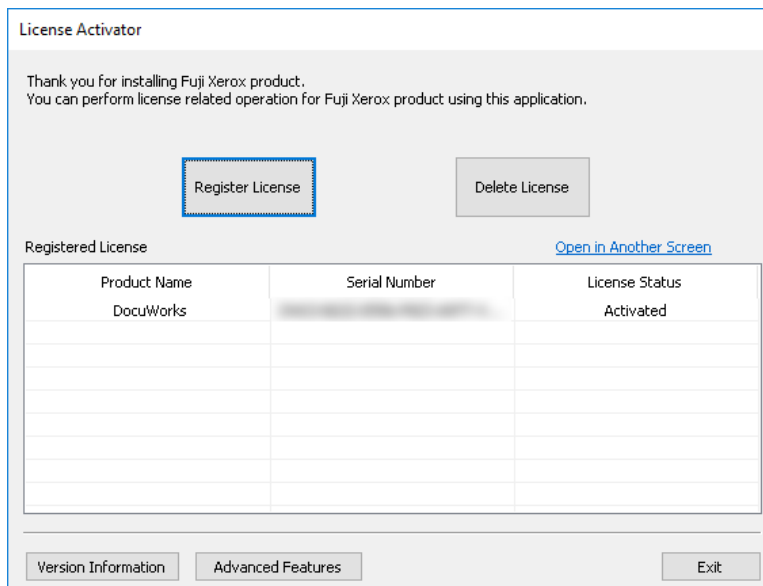
There are three possible status for your license.

- The serial number is displayed, and [Activated] is displayed under [License Status]
  The license of the product is already activated for use as licensed edition.
- Although the serial number is displayed, [Unactivated] is displayed under [License Status]
  The product is running as "trial edition with the serial number entered". Activating the license allows you to use the product as licensed edition.

• [Product Name], [Serial Number], and [License Status] fields are all empty
The product is running as trial edition. You can use the product as licensed edition by entering the serial number and activating the license.

5   Click [Exit].

4.2   Online Activation

Activating via the License Activation Screen

You can use the license activation screen to enter the serial number, which is printed on the license certificate enclosed in the product package, to activate your license.

1   Log on as a user who belongs to the Administrators group.

2   Open the [License Management] screen.

> ***Important***   If the [User Account Control] dialog box appears, click [Yes].

> ***Note***   The title bar of the License Management Screen shows [License Management].

• When your trial period is expired:
  If you try to open DocuWorks Desk or DocuWorks Viewer, a dialog box appears prompting you to activate your DocuWorks. Click [Activate License] button in this dialog box.
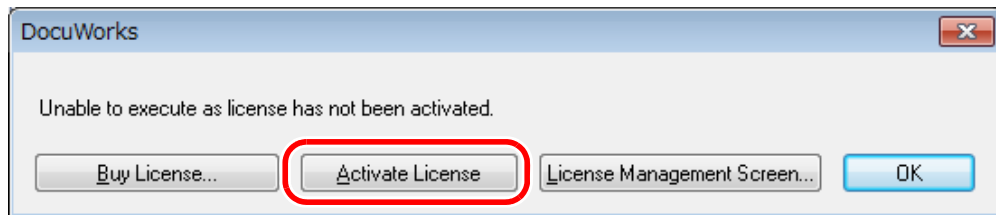
• When your trial period is not expired:
  Launch DocuWorks Desk or DocuWorks Viewer, and go [Help] > [License Management] and click [Activate License].
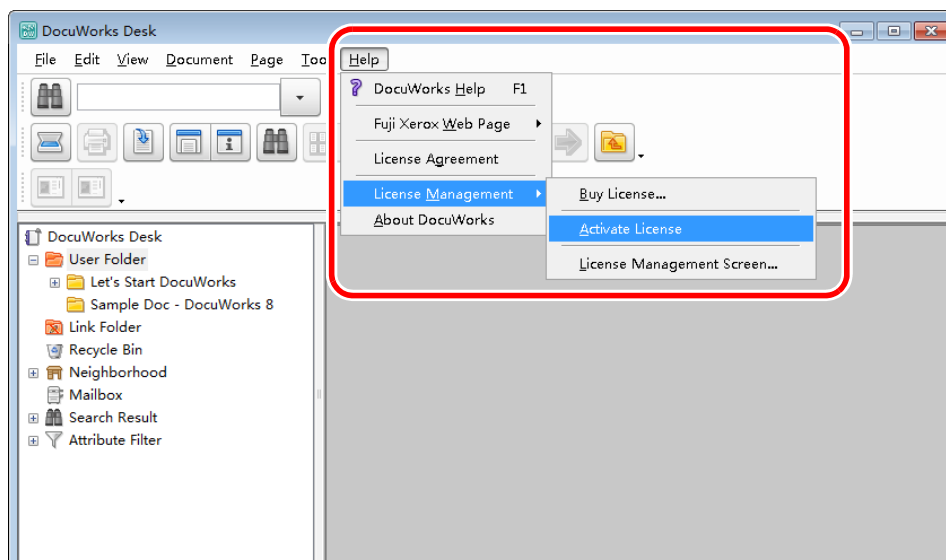
The [License Agreement] dialog box appears.

3 Enter the serial number printed on the license certificate, which is enclosed in the product package, and click [Next].

Note
- If you have already entered the serial number during installation, this screen does not appear.
- If you enter the serial number for an Upgrade License, the installer checks the serial number and then displays a dialog box to enter the serial number for DocuWorks 6.x/7.x. Enter the serial number for DocuWorks 6.x/7.x and click [Next].

4 Enter your [User ID (E-mail address)] and [Password], and click [OK].

- In [User ID (E-mail address)], enter your user ID (e-mail address) registered with Fuji Xerox Direct. You must enter the whole e-mail address including the part to the right of the at sign (@).

- In [Password], enter the password registered with Fuji Xerox Direct.

- Clicking [New Registration] starts your web browser and connects to the user registration page on Fuji Xerox Direct. It is advisable to complete user registration in advance by following the instruction in "User Registration with Fuji Xerox Direct" (P.10).
  If you prefer not to receive e-mails about the product information, deselect the check box.

Important   If you enter your former user ID (a 10 digit number) you registered for DocuWorks 7 or earlier, the dialog box shown below is displayed. Click [OK], and enter your user ID (e-mail address) registered with Fuji Xerox Direct.

Your license is activated. When the dialog box indicating a successful activation appears, click [OK].

Important   If you type an incorrect user ID or password five times, your password is locked. In case you forgot password, access the following URL via a web browser and reset the password using Fuji Xerox Direct.
https://direct.fujixerox.com/ap2/resetpassword/apply_form

Note   If clicking [New Registration] does not initiate connection to the Fuji Xerox Direct website, access the following URL via a web browser:
https://direct.fujixerox.com/ap2/register/ols/

Activating via the License Management Screen

Start the License Management Screen and activate the license by entering the serial number.

Generally, activation is performed online. If your network environment does not allow the License Management Screen to communicate with the Fuji Xerox license authentication server, you can select an activation method that uses the license activation information file.

Entering a Serial Number on the License Management Screen

On the License Management Screen, enter the serial number printed on the license certificate, which is enclosed in the product package.

1   Log on as a user who belongs to the Administrators group.

2   From your Windows Start menu, go [All Programs] > [Fuji Xerox] > [DocuWorks] and click [License Management Screen] to open [License Activator] (License Management Screen).

Important   If the [User Account Control] dialog box appears, click [Yes].

Note   The title bar of the License Management Screen shows [License Activator].

• When your trial period is expired:
   If you try to open DocuWorks Desk or DocuWorks Viewer, a dialog box appears prompting you to activate your DocuWorks. Click [License Management Screen] button in this dialog box.

- When your trial period is not expired:
  Launch DocuWorks Desk or DocuWorks Viewer, and go [Help] > [License Management] and click [License Management Screen] to open [License Activator].

When you display the License Management Screen for the first time, the [License Agreement] dialog box appears.

3 Verify the information displayed in the [License Agreement] dialog box, and click [accept].

The License Activator screen appears.

4 Click [Register License].

5 Select [Serial Number (Text Entry)], enter the serial number printed on the license certificate, which is enclosed in the product package, and then click [Add].

The serial number you entered is added to the list.

6 Click [Next].

7 Select one of the activation methods and click [Next].

You can select either one of the following activation methods:

- [Use the Internet to Activate License (Recommended)]
  In this method, the License Management Screen communicates with the Fuji Xerox license authentication server via the Internet to perform license activation. This method is used in most cases.
  If you select this option, go to "Activating via the Internet" (P.43).
- [Use File to Activate License]
  If your network environment does not allow the License Management Screen to communicate with the Fuji Xerox license authentication server, select this option.
  In this method, first you need to upload the file, in which the serial number and information such as your e-mail address are encrypted, to Fuji Xerox Direct. Then, download a license file from Fuji Xerox Direct and import it into the License Management Screen to activate your license.
  If you select this option, go to "Activating Your License with File" (P.47).

Activating via the Internet

The following are the subsequent steps to be performed when you select [Use the Internet to Activate License (Recommended)] (p. 42) in the License Management Screen.

1 On the License Activator (License Management Screen), click [Register License].

2 Perform the following steps:

• When entering the serial number manually
1) Select [Serial Number (Enter Text)].
2) Enter the serial number.
   The serial number is printed on the license certificate that is enclosed in the product package.
3) Click [Add].
   The serial number you entered is added to the list.
4) Click [Next].

• When entering the serial number from a file
By saving the serial number to a file in advance, you can load it into License Activator from the file. To describe multiple serial numbers in the file, make sure each of the four-digits is delimited by a hyphen (-), and each serial number is located on a separate line, delimited by a line break, as shown below.
1111-2222-3333-4444-5555-6666
2222-3333-4444-5555-6666-7777

1) Select [Serial Number (Import File)].

2) Click [Browse] to select the file.

Note   You can also manually enter the path to the file where serial numbers are described.

3) Click [Next].

3   Perform the following steps:

1) Select [Use the Internet to Activate License (Recommended)].

2) Click [Next].

4   Perform the following steps:

1) Specify the e-mail address and password you registered with Fuji Xerox Direct.

2) In order to receive up-to-date information via e-mail, select [E-mail delivery is required for information related to this product].

Note   Not to receive up-to-date information, clear the check box.

3) Click [Next].
   License activation is performed via the Internet.

5   When the license activation is complete, click [Completed].

6   Check the registered license, and click [Exit].

4.3   Offline Activation

Activating Your License with File

The following are the subsequent steps to be performed when you select [Use File to Activate License] (p.42) in the License Management Screen.

- Outputting a License Activation Information File (p.47)
- Uploading the License Activation Information File (p.51)
- Downloading a License File (p.53)
- Activating Using a License File (p.54)

Outputting a License Activation Information File

1   Log on as a user who belongs to the Administrators group.

2   From your Windows Start menu, go [All Programs] > [Fuji Xerox] > [DocuWorks] and click [License Management Screen] to open [License Activator] (License Management Screen).

Important   If the [User Account Control] dialog box appears, click [Yes].

Note   The title bar of the License Management Screen shows [License Activator].

- When your trial period is expired:
  If you try to open DocuWorks Desk or DocuWorks Viewer, a dialog box appears prompting you to activate your DocuWorks. Click [License Management Screen] button in this dialog box.

- When your trial period is not expired:
Launch DocuWorks Desk or DocuWorks Viewer, and go [Help] > [License Management] and click [License Management Screen] to open [License Activator].

When you display the License Management Screen for the first time, the [License Agreement] dialog box appears.

3 On the License Activator (License Management Screen), click [Register License].

4 Perform the following steps:

• When entering the serial number manually
1) Select [Serial Number (Enter Text)].
2) Enter the serial number.
The serial number is printed on the license certificate that is enclosed in the product package.
3) Click [Add].
The serial number you entered is added to the list.
4) Click [Next].

• When entering the serial number from a file
By saving the serial number to a file in advance, you can load it into License Activator from the file. To describe multiple serial numbers in the file, make sure each of the four-digits is delimited by a hyphen (-), and each serial number is located on a separate line, delimited by a line break, as shown below.
1111-2222-3333-4444-5555-6666
2222-3333-4444-5555-6666-7777

1) Select [Serial Number (Import File)].
2) Click [Browse] to select the file.
Note   You can also manually enter the path to the file where serial numbers are described.
3) Click [Next].

5 Perform the following steps:

1) Select [Use File to Activate License].

2) Click [Next].

License Activator

License Activation (3/6)

Select the license activation method.

○ Use the Internet to Activate License (Recommended)

   Select this if your computer is connected to the Internet.

◉ Use File to Activate License **(1)**

   Select this if your computer is unable to connect to the Internet.
   License Activation information file output will be performed.

(2)

   < Back   **Next >**   Cancel

6 Perform the following steps:

1) Enter the e-mail address and password you registered with Fuji Xerox Direct.

2) In order to receive up-to-date information via e-mail, select [E-mail delivery is required for information related to this product].

Note   Not to receive up-to-date information, clear the check box.

3) Click [Next].

License Activator

License Activation (4/6)

Enter the Fuji Xerox Direct account information.

(1)

E-mail Address: [   ]
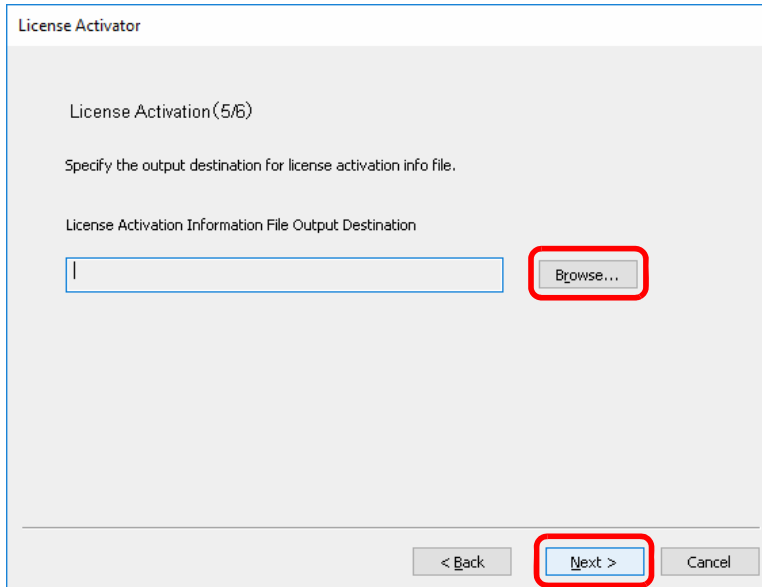
Password: ●●●●●●●●|

(2) ☑ E-mail delivery is required for information related to this product.

(3)

   < Back   **Next >**   Cancel

7 Click [Browse], specify the Output Destination and file name for the license activation info file, and then click [Next].

```
License Activator

    License Activation(5/6)

    Specify the output destination for license activation info file.

    License Activation Information File Output Destination

    |                                        |   [ Browse... ]

                                    [ < Back ]  [ Next > ]  [ Cancel ]
```

Note   The default Output Destination is the desktop. The default file name is "activationinfor.dat".

The license activation info file is output to the specified destination with the specified file name.

8 Click [Finish].

Uploading the License Activation Information File

Upload the license activation information file to Fuji Xerox Direct.

1 Use your web browser to visit the URL for the page to activate an uploaded file, located in "Fuji Xerox Direct" at:
https://direct.fujixerox.com/ap2/license/bulk_activation/upload?proc=activation

A screen to log in to "Fuji Xerox Direct" appears.

2 Fill in [User ID(E-mail Address)] and [Password], and click the [Login] button.

A page for you to upload a file appears.

3 Check that the [Activate] tab is selected, and click the [Browse] button.

4 Select the exported license activation information file, and click the [Open] button.

Note You can also drag and drop the license activation information file directly to upload it.

5 Check that the file name is displayed in the File field, and click the [Send] button.

The message "Received file processing request." appears.

Downloading a License File

When you receive an email notifying you of the completion of the license activation processing, download a license file from "Fuji Xerox Direct."

1   You will receive an email sent from "Fuji Xerox Direct" notifying you of the completion of the license activation processing.

2   Click the URL for the [Processing Result List] screen indicated in the email message to display the Fuji Xerox Direct [Processing Result List] screen in your web browser.

3   Check that the [Result] column corresponding to the receipt number shown in the email message indicates "OK," and click [Download].

Your license file is downloaded.

Activating Using a License File

1   Log on as a user who belongs to the Administrators group.

2   From your Windows Start menu, go [All Programs] > [Fuji Xerox] > [DocuWorks] and click [License Management Screen] to open [License Activator] (License Management Screen).

    Important   If the [User Account Control] dialog box appears, click [Yes].

    Note   The title bar of the License Management Screen shows [License Activator].

• When your trial period is expired:
If you try to open DocuWorks Desk or DocuWorks Viewer, a dialog box appears prompting you to activate your DocuWorks. Click [License Management Screen] button in this dialog box.

• When your trial period is not expired:
Launch DocuWorks Desk or DocuWorks Viewer, and go [Help] > [License Management] and click [License Management Screen] to open [License Activator].

When you display the License Management Screen for the first time, the [License Agreement] dialog box appears.

3 Click [Advanced Features].
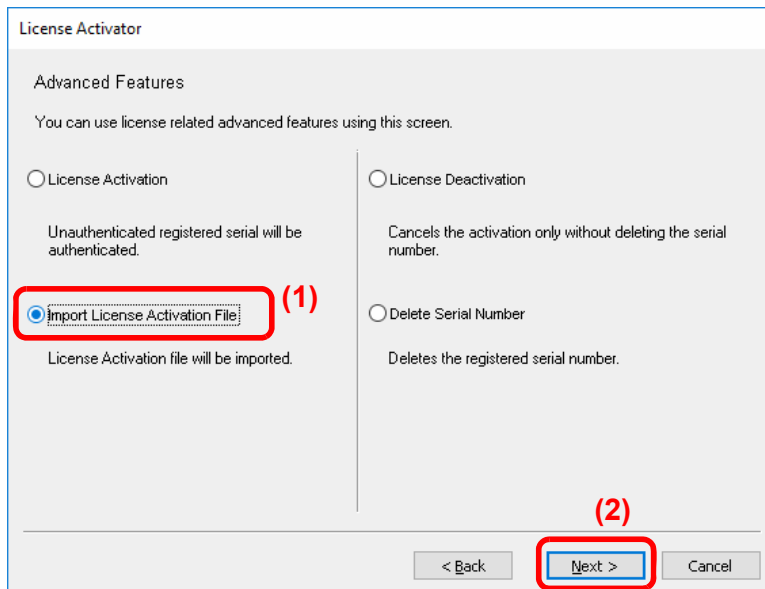
4 Perform the following steps:

1) Click [Import License Activation File].

2) Click [Next].

5 Perform the following steps:

1) Click [Browse] to specify the license file downloaded from Fuji Xerox Direct.

2) Click [Next].
   Your license is activated.

License Activator

Import License Activation File (1/2)

Specify the license file received from Fuji Xerox.

(1)

License File:

[_____] [Browse...]

(2)

[< Back] [Next >] [Cancel]

4.4 Upgrading from the Trial to the Licensed Edition

DocuWorks Trial Edition offers a 60-day trial period. When the trial period expires, DocuWorks Trial Edition stops working. If you upgrade from the trial to the licensed edition of DocuWorks, you will be able to continue using DocuWorks even after the expiration of the trial period.

To upgrade from the trial to the licensed edition of DocuWorks, you must first purchase a license. Next, activate the license by following the procedure in 4.2 "Online Activation" (P.38) or "Activating via the License Management Screen" (P.40).

Purchasing a License Before the Expiration of the Trial Period

The following describes how to purchase a license before the expiration of the trial period.

1 Start DocuWorks Desk or DocuWorks Viewer, and from the [Help] menu, select [Buy License] under [License Management].

The web browser starts and the Fuji Xerox Worldwide website appears.

2 Please contact your local Fuji Xerox representative, and purchase the DocuWorks licensed product.

After you receive the DocuWorks licensed product from Fuji Xerox, perform the procedure described in 4.2 "Online Activation" (P.38) or "Activating via the License Management Screen" (P.40) .

Be sure to keep the license certificate, which is enclosed in the licensed product package, in a safe place.

Purchasing a License After the Expiration of the Trial Period

When the trial period for DocuWorks Trial Edition expires, DocuWorks stops working and displays a dialog box indicating that you cannot run the application because the license is not yet activated.

The following describes how to purchase a license after the expiration of the trial period.

1 Click [Buy License] in the dialog box indicating that you cannot run the application because the license is not yet activated.

The web browser starts and the Fuji Xerox Worldwide website appears.

2 Please contact your local Fuji Xerox representative, and purchase the DocuWorks licensed product.

After you receive the DocuWorks licensed product from Fuji Xerox, perform the procedure described in 4.2 "Online Activation" (P.38) or "Activating via the License Management Screen" (P.40) .

Be sure to keep the license certificate, which is enclosed in the licensed product package, in a safe place.

4.5 Deactivating License Authentication/Transferring the License

This section describes how to use the License Management Screen to deactivate the DocuWorks license.

Important   In case you cannot perform "license deactivation" and "removal of the serial number" due to some reason such as damage on the PC, please contact your local Fuji Xerox representative or the Fuji Xerox Support website described in "Support Contact for License Activation".

Deactivating the License via the Internet

Your serial number is removed from License Activator after you have performed the following procedure.

1   Log on as a user who belongs to the Administrators group.

2   Open [License Activator] (License Management Screen) using one of the following steps.

- From your Windows Start menu, select [All Programs] > [Fuji Xerox] > [DocuWorks] > [License Management Screen].
- Launch DocuWorks Desk or DocuWorks Viewer, and then select [Help] > [License Management] > [License Management Screen].

Important   If the [User Account Control] dialog box appears, click [Yes].

Note   The title bar in the License Management Screen shows [License Activator].

3   Click [Delete License].
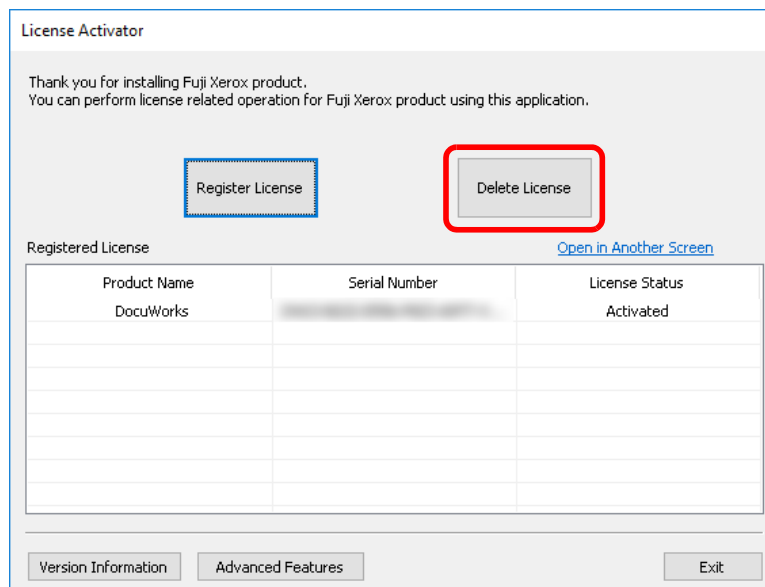
4 Select [DocuWorks], and click [Next].

License Activator

License Activation Cancellation(1/4)

Select the target for license activation cancellation. You can cancel license by product unit.

☑ Select All/Deselect All

	Product Name	Serial Number	License Status
☑	DocuWorks		Activated

< Back   Next >   Cancel

5 Select [Use the Internet to Cancel License Activation (Recommended)].

License Activator

License Activation Cancellation(2/4)

Select the license activation cancellation method.

◉ Use the Internet to Cancel License Activation (Recommended)

Select this if your computer is connected to the Internet.

○ Use File to Cancel License Activation

Select this if your computer is unable to connect to the Internet.
License Activation cancellation file output will be performed.

Browse ...

< Back   Next >   Cancel

6 Click [Next].

The deactivation of the license authentication starts.

7 Click [Finish].

Whenever you start DocuWorks after deactivating the license, you will see the message "Unable to execute as license has not been activated".
If you have performed deactivation before the trail period expires, the software reverts to the trial edition.

Deactivating Your License with File

Exporting the License Activation Cancellation File

1   Log on as a user who belongs to the Administrators group.

2   Open [License Activator] (License Management Screen) using one of the following steps.

- From your Windows Start menu, select [All Programs] > [Fuji Xerox] > [DocuWorks] > [License Management Screen].
- Launch DocuWorks Desk or DocuWorks Viewer, and then select [Help] > [License Management] > [License Management Screen].

Important   If the [User Account Control] dialog box appears, click [Yes].

Note   The title bar in the License Management Screen shows [License Activator].

3   Click [Delete License].

4   Select [DocuWorks], and click [Next].

5   Select [Use File to Cancel License Activation].

6   Click [Browse] to specify the export destination and file name for the license deactivation file, and save it.

        Note   The default output destination is the desktop. The default file name is "LRT.dat".

7   Click [Next].

    The license deactivation file is output to the specified destination with the specified name.

8   Click [Finish].

Uploading the License Activation Cancellation File

1   Use your web browser to visit the URL for the page to deactivate an uploaded file, located in "Fuji Xerox Direct" at:
https://direct.fujixerox.com/ap2/license/bulk_activation/upload?proc=deactivation

A screen to log in to "Fuji Xerox Direct" appears.

2   Fill in [User ID(E-mail Address)] and [Password], and click the [Login] button.

A page for you to upload a file appears.

3   Check that the [Cancel Activation] tab is displayed, and click the [Browse] button.

4   Select the exported license activation cancellation file, and click the [Open] button.

Note   You can also drag and drop the license activation cancellation file directly.

5 Check that the file name is displayed in the File field, and click the [Send] button.

The message "Received file processing request." appears.

6 You will receive an email sent from "Fuji Xerox Direct" notifying you of the completion of the license deactivation processing.

7 Click the URL for the [Processing Result List] screen indicated in the email message to display the Fuji Xerox Direct [Processing Result List] screen in your web browser.

8 Check that the [Result] column corresponding to the receipt number shown in the email message indicates "OK."

Whenever you start DocuWorks after deactivating the license, you will see the message "Unable to execute as license has not been activated".
If you have performed deactivation before the trail period expires, the software reverts to the trial edition.

5 Uninstalling Software

This chapter describes how to uninstall individual software for DocuWorks.

> *Important*   If you need to uninstall DocuWorks, before you uninstall it, refer to 4.5 "Deactivating License Authentication/Transferring the License" (P.58) to "deactivate your license."

> *Note*   Uninstalling DocuWorks does not uninstall DocuWorks PDF Creator, nor License Management component. These applications must be uninstalled separately, if you wish to remove them.

5.1   Uninstalling DocuWorks 8

Uninstall DocuWorks does not automatically remove the Personal Settings. You must uninstall your own Personal Settings after uninstalling DocuWorks 8.

> *Reference*   • For details, refer to Help [Customize DocuWorks] > [Customize Personal Settings] > [Setup Personal Settings].

1   From the Windows [Start] menu, select [Control Panel], and then click [Uninstall a program] in Control Panel.

2   Select [Fuji Xerox DocuWorks 8] from the list of program names, and then click [Uninstall].

3   Click [Yes] in the dialog box confirming uninstallation.

> *Note*   If the [User Account Control] dialog box appears, click [Yes].

4   Follow the on-screen instructions to uninstall the application.

> *Important*   When the screen prompting you to restart your computer appears, restart your computer. The screen prompting you to restart the computer appears when there is a file that cannot be deleted during uninstallation. However, the uninstallation can be completed if you restart the computer accordingly.

> *Note*   If Microsoft Visual C++ 2015 Redistributable is unnecessary, select it from the list of program names and uninstall it.

5.2   Uninstalling DocuWorks PDF Creator

1   From the Windows [Start] menu, select [Control Panel], and then click [Uninstall a program] in Control Panel.

2   Select [Fuji Xerox DocuWorks PDF Creator (version number)] from the list of program names, and then click [Uninstall].

3   Click [Yes] in the dialog box confirming uninstallation.

> *Note*   If the [User Account Control] dialog box appears, click [Yes].

4   Follow the on-screen instructions to uninstall the application.

        Important   When the screen prompting you to restart your computer appears, restart your computer. The screen prompting you to restart the computer appears when there is a file that cannot be deleted during uninstallation. However, the uninstallation can be completed if you restart the computer accordingly.

5.3   Uninstalling DocuWorks Viewer Light 8

1   From the Windows [Start] menu, select [Control Panel], and then click [Uninstall a program] in Control Panel.

2   Select [Fuji Xerox DocuWorks Viewer Light 8] from the list of program names, and then click [Uninstall].

3   Click [Yes] in the dialog box confirming uninstallation.

        Note   If the [User Account Control] dialog box appears, click [Yes].

4   Follow the on-screen instructions to uninstall the application.

        Important   When the screen prompting you to restart your computer appears, restart your computer. The screen prompting you to restart the computer appears when there is a file that cannot be deleted during uninstallation. However, the uninstallation can be completed if you restart the computer accordingly.

DocuWorks 8 Setup Guide