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Kofax Power PDF Advanced Registration & Installation Guide

POWER PDF Advanced V5.0 - AUGUST 2022

For Evaluation & NFR Serial Numbers With or Without Licence Server
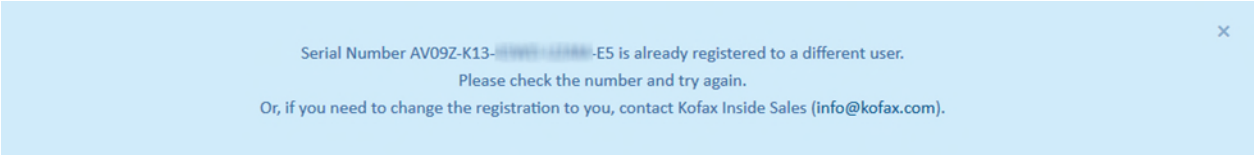
KOFAX

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Overview

The Kofax Power PDF Advanced Registration & Installation Guide is intended to guide an end-user through the process from receipt of an Electronic Fulfilment email (license) through to installing the product on a Windows PC. **This guide is primarily for Evaluation and Not for Resale (NFR) Serial Numbers however there is a short section at the end for Production Installs.**

IMPORTANT NOTE

A Kofax Power PDF License Serial Number can only be registered once (by a single user) to download the software. If you receive the error below when attempting to add your Serial number into the Kofax Delivery Portal, firstly check if anyone else in your organization has already registered the Serial number. Otherwise, please contact Kofax using the details provided on the screen for further assistance.

Serial Number AV09Z-K13-░░░░░-E5 is already registered to a different user.
Please check the number and try again.
Or, if you need to change the registration to you, contact Kofax Inside Sales (info@kofax.com).

As per the Kofax End User License Agreement, the software should only be installed and licensed based on the number of licenses purchased.

Free Trial or Managed Trial Software

During the selection process leading up to the purchase of Kofax Power PDF, you may have already installed 30-Day trial software or a Managed Trial version. If this is the case, this software should be **REMOVED** from the Windows PC by an Administrator prior to installing the EVAL / NFR version.
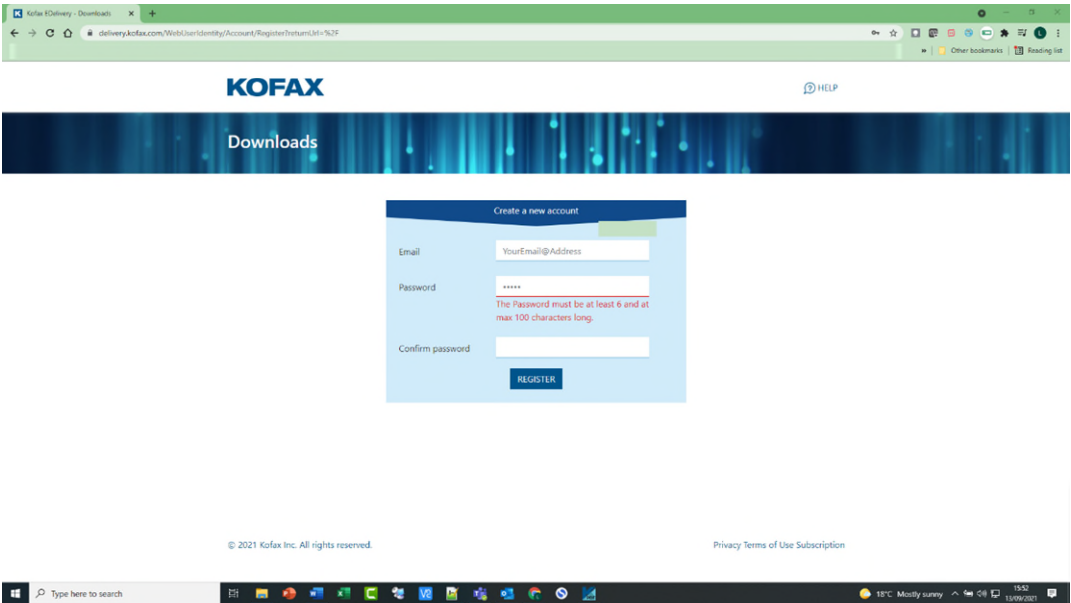
Create an account on the Kofax Delivery Portal

Navigate to https://delivery.kofax.com

- Click on "Create a New Account"
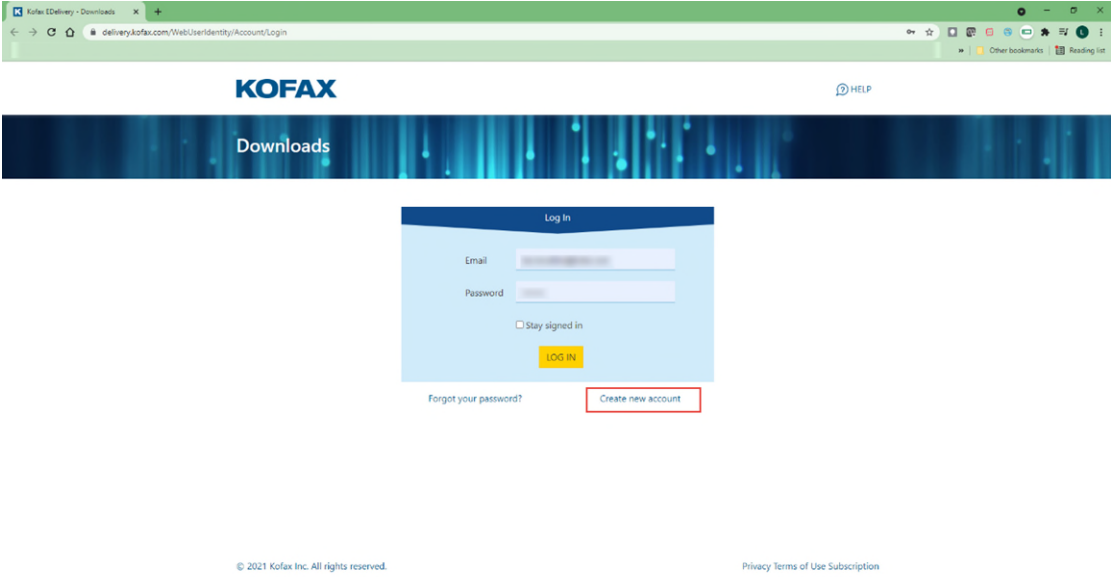
Enter your email address and choose a password including at least 1 special character.

- Click the "Register" button.

- Complete the form with the required information and click the "Save" button at the bottom of the page.

- A verification email will be sent to your email address. Click on the link to confirm your account.
- If not received within 5 minutes, please log out of the portal and log back in.
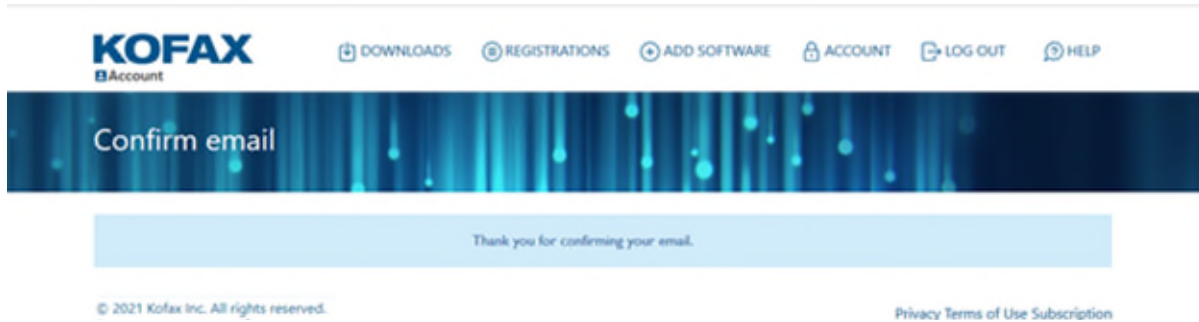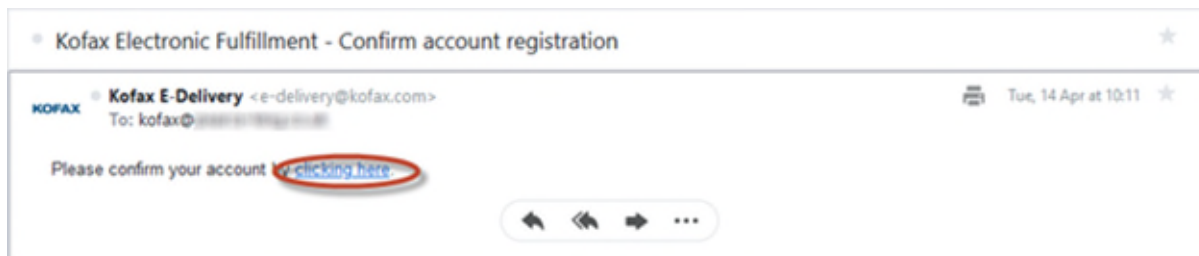
Further help on creating an account can be found here
https://knowledge.kofax.com/General_Support/Support_Details/Download_Software_from_the_Kofax_Electronic_Fulfillment_site

Licence Type (Legacy or Licence Server)

It is important at this point to understand what type of licencing you have been issued or requested.

Licence Server Serial Number:

This Licence allows you to install a separate (server based) Licence Server which all deployed desktop Power PDF installations will communicate to for issuing them with a Licence. This allows for the "In House" management of Power PDF licence's.

This type of Serial Number has a format of "XX00000" (two alpha characters and 5 numeric characters). A product code is also supplied on the fulfillment document "00X000XXX" which will also be required.

The licence server will need to be installed and configured with the licence BEFORE the Power PDF desktop deployment can take place.

Legacy Serial Number

This licence does not require any additional software or infrastructure but will require access to the internet for activation. Using this licence system requires you to manage the deployment of Power PDF and ensure your licence covers the number of named users using the software.

This type of Serial Number has the format of "XX00X-XX0-X000-X000-X0"

When you follow the next screens to register your Serial Key, it will also be important to download the Licence Server Software as well as the Power PDF software if this type of Serial key has been supplied.

Register your product Serial number

- Log in to your Kofax account and go to Add Software. Enter the product serial number from the original Electronic Fulfilment email you received into the Serial Number field (screen shot below).


When the software is successfully registered, it will appear in your registered list. Please ensure you select the **REFRESH** link to ensure the software is shown in the following screens.
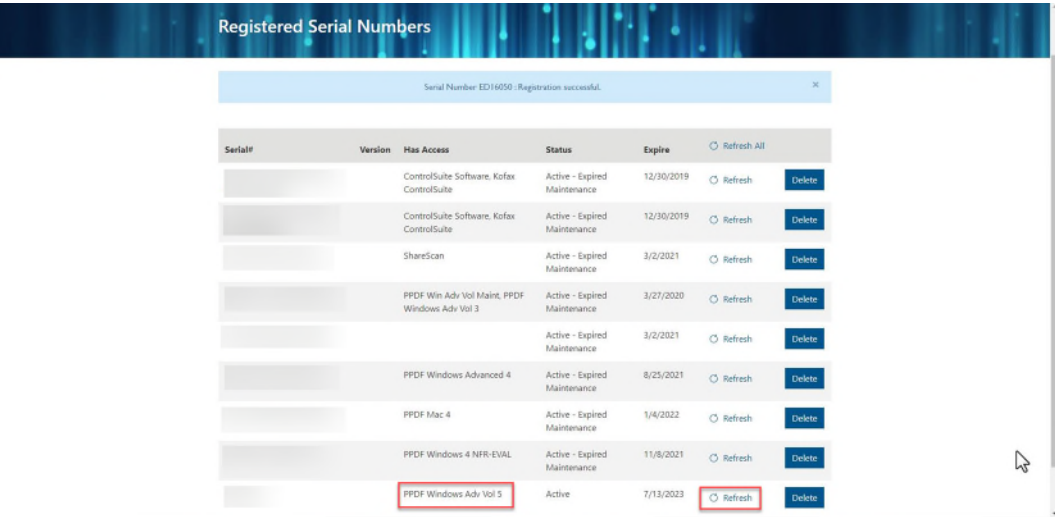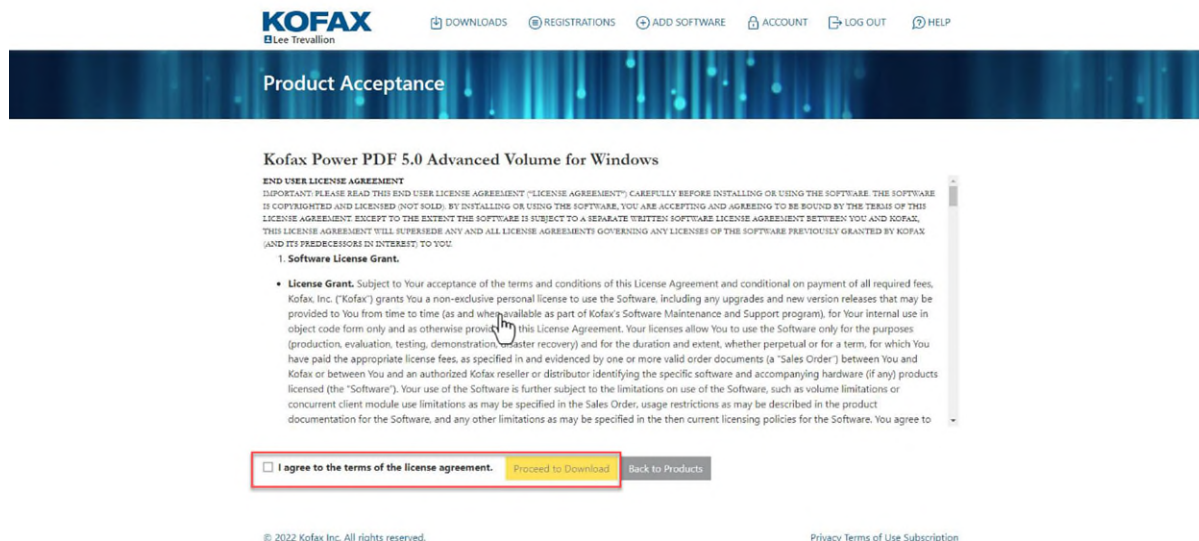
Download the product software

- Navigate to "DOWNLOADS" and then Select "Kofax Power PDF 5.0 Advanced Volume for Windows" in the software list. If you have other Kofax Software registered, this will also be listed here, navigate to the page with Power PDF v5.0 as shown below.
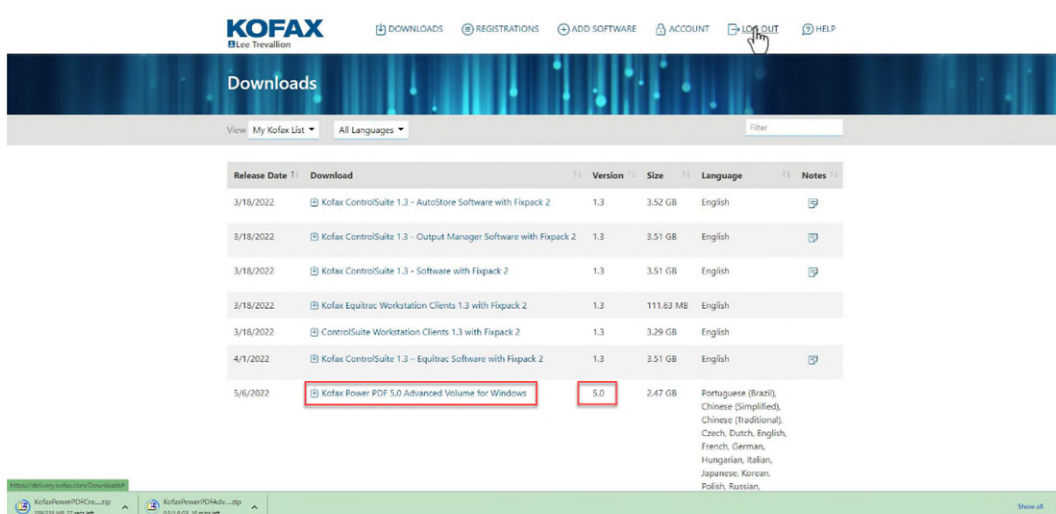
- Accept the license agreement. Click on the "Proceed to Download" button.

- Click on the "KofaxPowerPDFAdvancedVolume-5.0.0.zip" file name link (highlighted).

- You can also download additional software such as the Kofax Licence Server as well at this point.

Installing Kofax Power PDF

Installation of Kofax Power PDF can either be performed manually or automatically using various deployment methods. For automatic deployment options, we include in our download package a guide (KofaxPowerPDFNetworkInstallationGuide_EN.pdf) and customization kit under this folder:

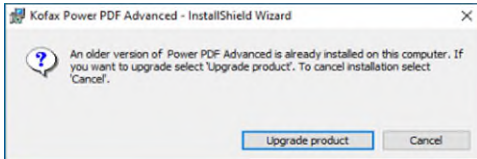   <extracted path>\KofaxPowerPDFAdvancedVolume-5.0.0\Tools\CustomKit\Doc

Please refer to this for further information about automatic deployment (the guide also includes details about installing the Kofax Licence Server).

The remainder of this guide goes through a manual installation of Power PDF.

You will require Administrative privileges on the target PC and once installed the PC will require a restart to fully install all required components. The PC will also require an Internet connection and be able to connect to the following website: http://licenses.kofax.com/us/ for activation purposes.

Once you have downloaded the Kofax Power PDF installer (KofaxPowerPDFAdvancedVolume-5.0.0.zip), copy this to the Windows PC that you wish to install upon. This file is a zip file and will need the contents extracting to the destination PC under a suitable folder, check it has not been blocked by Windows by right clicking on the file, select Properties and under the General tab check the Unblock box if it is present.

Once extracted, in the folder the zip file was extracted too, right click on Setup.exe and select "Run as Administrator"

The Setup process should begin, and the following screen will be shown. Select Install

Depending upon your system you may the see this screen installing the Microsoft WebView2 software.
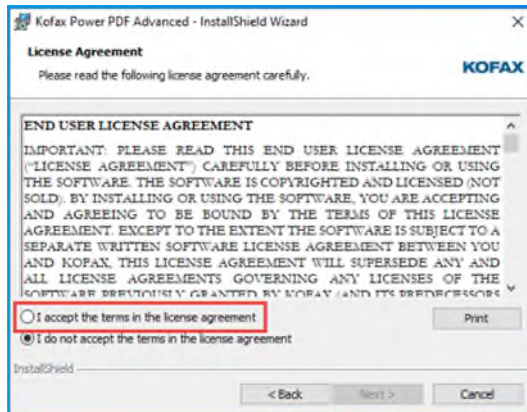
- If a previous version of Power PDF is detected, you are prompted to Upgrade Product
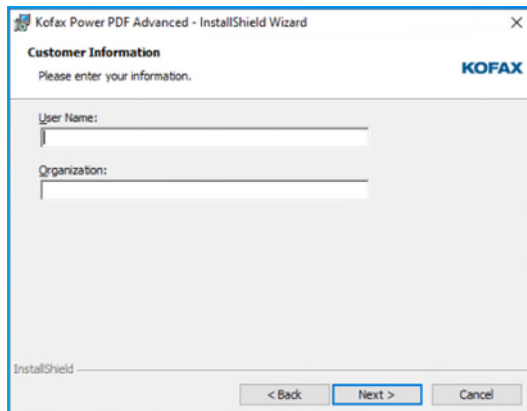

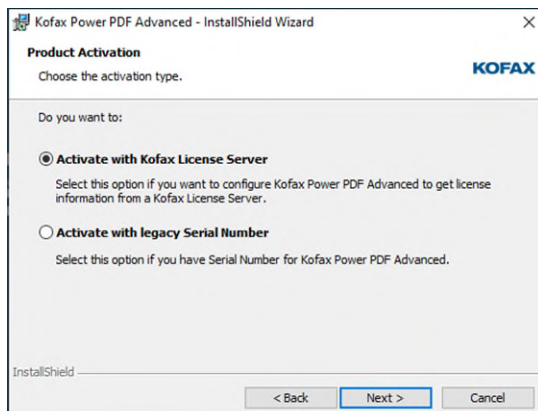- Select Next
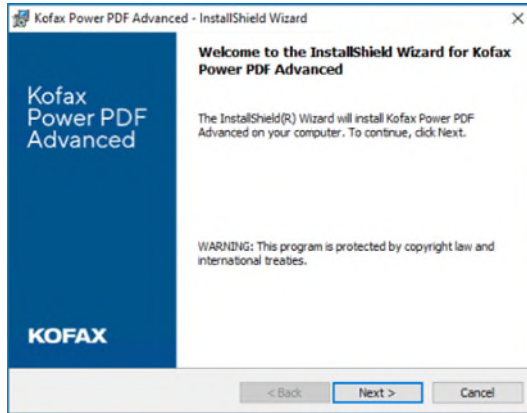
- Accept the License Agreement.

- Enter your Username and Organisation.

- Select Next

Selecting Kofax Licence Server at Installation

- At this next screen you are asked to select the licencing type discussed earlier in this document. In this first example we will select "Activate with Kofax Licence Server":

- You are then asked to enter either the server name or IP address of the Licence Server. The backup server is optional. Both these pieces of information would be provided by the IT Team in your company.
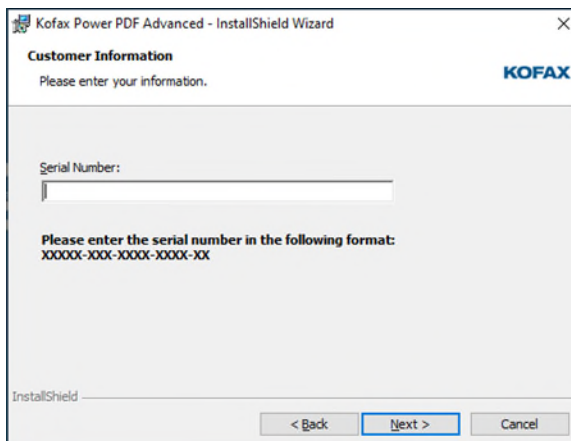
Selecting Legacy Serial Number at Installation

- If you are using the legacy serial keys then select the "Activate with Legacy Serial Number"
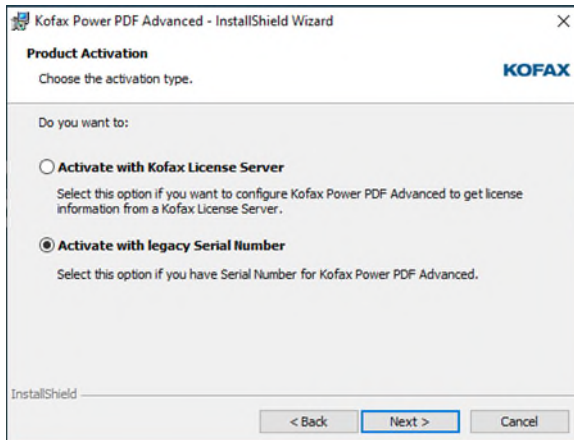

- You are then asked to enter the Serial Number. This will be provided by your IT Team or can be found on the Kofax Fulfillment document that was emailed to your company.

A choice is then provided between a Typical or Custom installation. Typical installs the base product and Custom allows for the installation of custom components such as Document Management Connectors and access to the Kofax AutoStore integration.
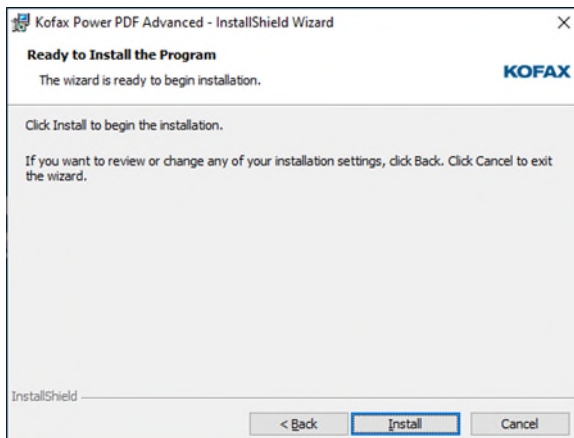
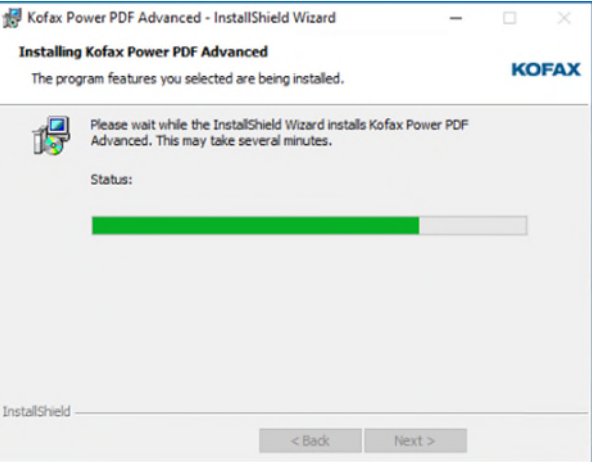- We will follow a Typical installation process. **Click Next.**
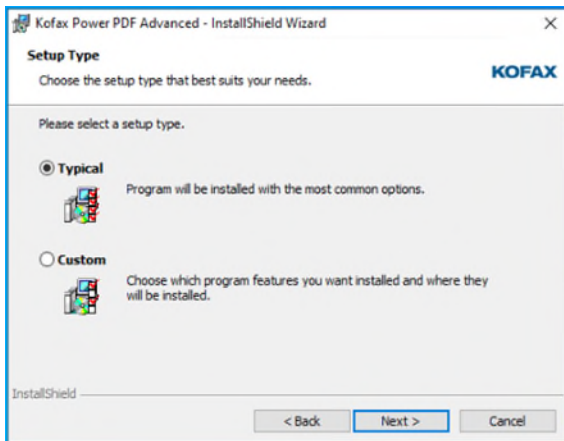
- Unless required, accept the default installation location. **Click Next.**
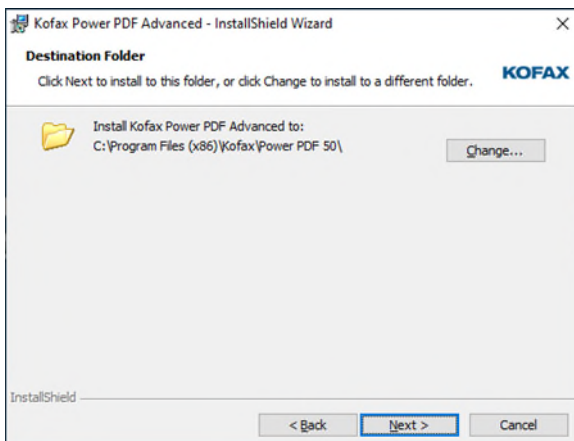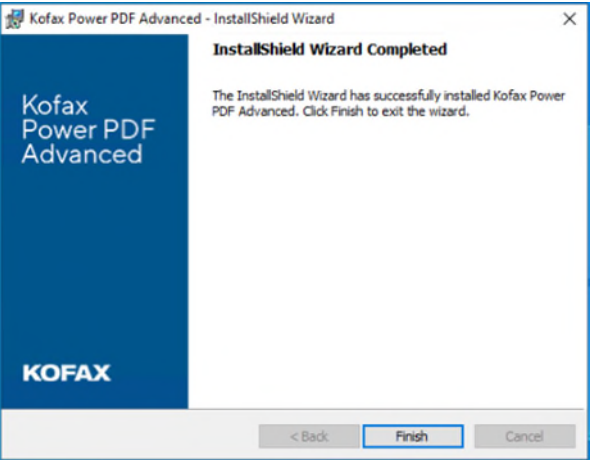

- Click Install.

The installation will begin, and files copied to the relevant locations.

- Once the installation process has completed, **click Finish**.

- The screen will be shown below. **Click the "Launch the application" button.**
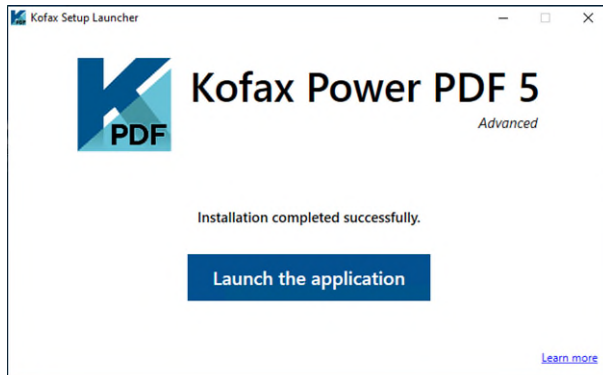
If Legacy Serial Numbers are being used, the following screens may be displayed if the Eval or NFR software was used for the installation.

- The screen will be shown below. **Select the "Activate Product" button to enter your Serial Key.**

- Enter your Serial Number you have registered
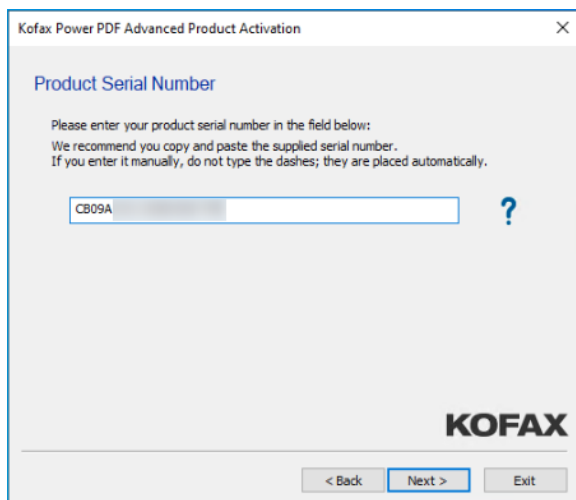
- You should receive this screen if the product has now successfully activated.
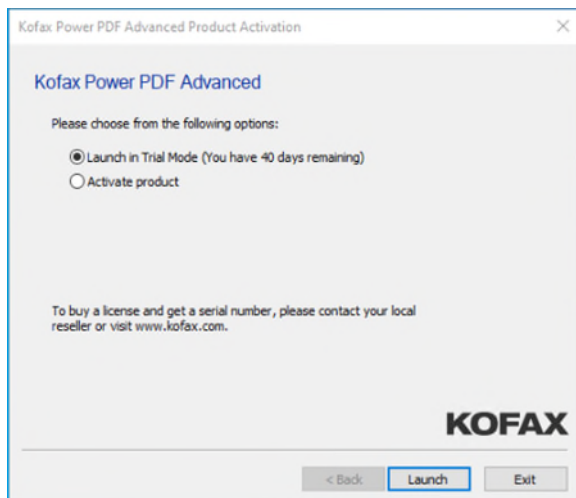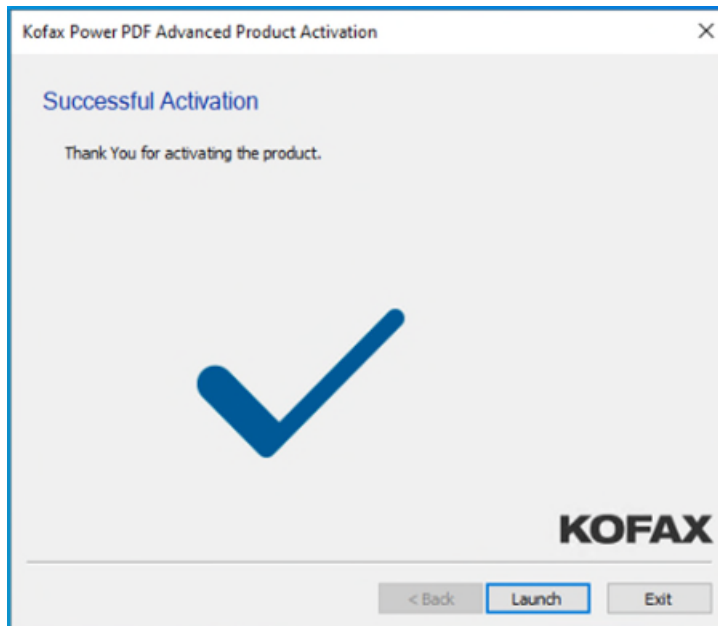

IMPORTANT NOTE:

Power PDF is regularly updated, and it is advisable to install the latest Fix Pack prior to using the software (available in the "Power PDF Advanced Volume – All Versions" folder in the Kofax Delivery portal).

Please refer to the available Fix Packs on the Kofax Delivery Portal for more information.

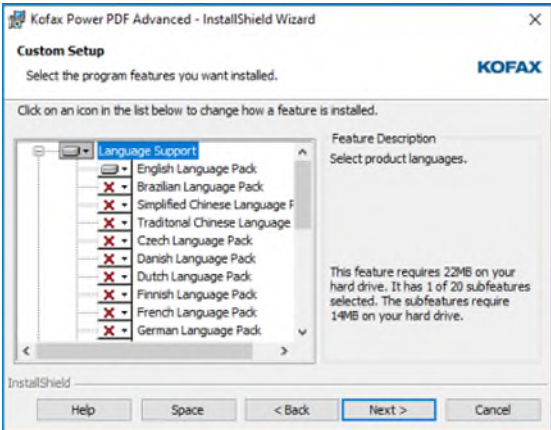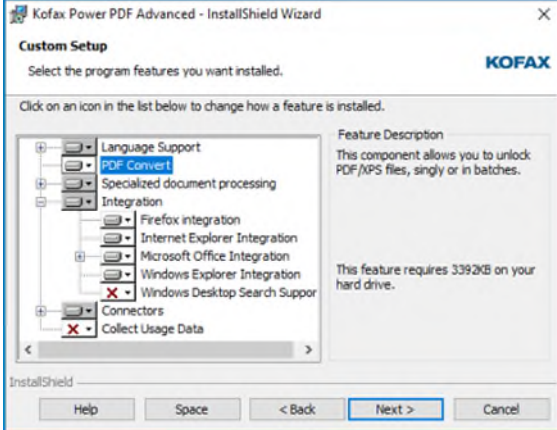# Kofax Power PDF Custom Installation

Kofax Power PDF offers an advanced "Custom Installation" where additional components can be installed. Below are a selection of screen shots showing which features can be enabled during a Custom Installation.

Language Support: **Integrations:**

Specialized Document Processing: **Connectors:**
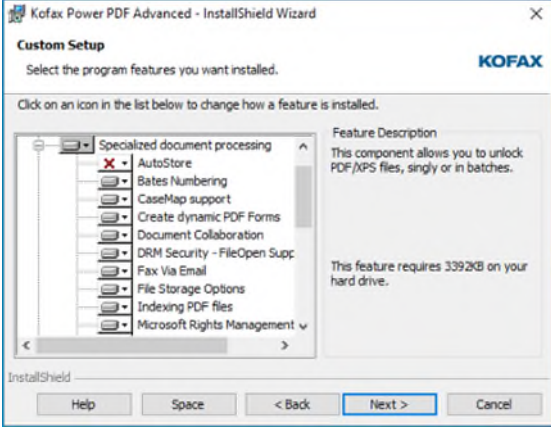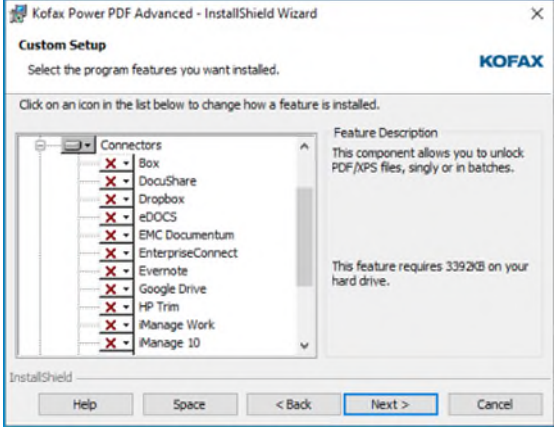
The advanced features above may require additional components to be installed in order to function. For example, the DMS Connector for NetDocuments will require the NetDocuments and Office desktop component to be installed and operational. Details of pre-requisites can be found in the Kofax Power PDF Documentation and Help files.

Associating PDF files with Kofax Power PDF

Due to security built into MS-Windows 10, the automatic installation will be unable to complete the association of PDF files with Kofax Power PDF by design. Instead, the message be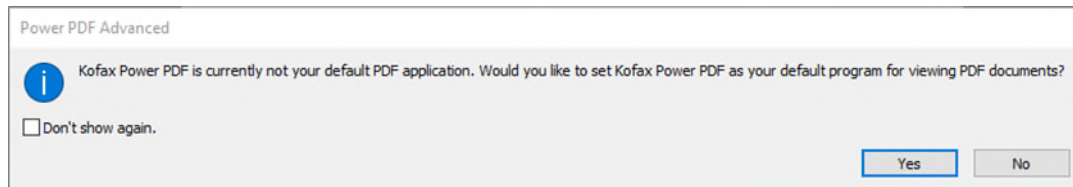low will be displayed when first opening Kofax Power PDF, follow the on-screen instructions to set Power PDF Advanced as your default PDF application.

- Select Yes and then follow the on screen instructions.

Fix Packs – Eval & NFR

Fix packs are available from the same delivery portal if you have a valid Maintenance & Support agreement. With Eval and NFR Serial keys, no M&S is supplied so in this case, please contact your local Kofax Pre-Sales Engineer or Sales Representative to check if any are available and can be downloaded separately.

End of Evaluation Period

Please be aware that the NFR version installed through these instructions cannot be used with a "Full Production Serial Number".

Therefore at the end of the trial period please take steps to uninstall Power PDF Advanced (NFR) from all PC's where it was installed as trying to install "over the top" a production version will give issues relating to product activation of the "Full" serial Number.

Production Installation

For a Production download and installation, all the same steps can be followed in this guide except for:

Download the production Volume software - *KofaxPowerPDFAdvancedVolume-5.0.0.zip*

Using a Full Production Serial Key

For Network deployments, there is a separate guide which talks through the different options and environments supported as well as information about using the Customization Tool for packaging a customer installation before deployment. The *KofaxPowerPDFNetworkInstallationGuide_EN.pdf* guide can be found in the following location where the downloaded file was extracted:

> <extracted path>\KofaxPowerPDFAdvancedVolume-5.0.0\Tools\CustomKit\Doc

Fix Packs – Production

Fix packs are available from the same delivery portal if you have a valid Maintenance & Support agreement.

Fix packs are generally named: KofaxPowerPDFAdvanced-5.0.0.xx.zip

Where xx denotes the fix pack release number