Intralinks Designer

Installation Guide

Table of Contents

Introduction

The *Intralinks Designer Installation Guide* shows you how to install Intralinks Designer on your computer. The installation process is executed through a setup wizard that requests your responses on a series of screens. Once Intralinks Designer is successfully installed, you can turn to the *Intralinks Designer User Guide* to learn how to use this tool. A comprehensive Help utility is also available for Intralinks Designer.If you do not have rights to install applications on your computer, your IT department can install Intralinks Designer for you.

System requirements

The following components must be installed on the computer where Intralinks Designer will be installed:

- One of the following 32-bit or 64-bit operating systems:
  - Microsoft$^{®}$ Windows 7
  - Microsoft Windows XP with Service Pack 3 or later
  - Microsoft Vista
- 32-bit or 64-bit processor
- RAM: 1 GB
- Runtime System: Microsoft Windows .NET Framework version 2.0 or higher
- Disk space: 500 MB (minimum), plus an additional 280 MB if .NET Framework is not yet installed
- CPU: 1 GHz (minimum)

You must have write access to the directory in which Intralinks Designer will be installed, as well as to the following directory where Intralinks Designer session data will be stored:

Before installing Intralinks Designer

Before you install Intralinks Designer, you need to:

1. Make sure you have Microsoft .NET Framework 2.0 or a later version installed on your computer.

2. Remove the previous version of Intralinks Designer from your computer.

If you wish to install FileSplit FileSplit, a component of Intralinks Designer that can be used to distribute investor statements, requires a special installer. If you wish to use FileSplit, contact your Intralinks representative to get the installer that will give you access to both Intralinks Designer and FileSplit.

Checking for Microsoft .NET Framework

To find out if Microsoft .NET Framework 2.0 or a later version is installed:

1. From the **Start** menu, select **Control Panel**.

2. Depending upon the version of Windows that you are using, do one of the following:

    • Double-click **Add or Remove Programs**.

    • Click **Programs and Features**.

    A list of applications that have been installed on your computer appears.

3. Scroll through the list of installed programs until you see "Microsoft .NET Framework." (You may have multiple versions of this software.) Be sure that version 2.0 or a newer version is installed.

If you do not see this program listed, you can download it from the Microsoft website. The latest version is available at:

    http://www.microsoft.com/net/

Follow the download instructions that appear on the Microsoft website. Intralinks Designer will detect if .NET Framework is not installed and display a message stating that it is required.

Removing a previous version of Intralinks Designer

▶ **To remove a previous version of Intralinks Designer**

1. From the **Start** menu, select **Control Panel**.

2. Depending upon the version of Windows that you are using, do one of the following:

    • Double-click **Add or Remove Programs**.

    • Click **Uninstall a program**. (You may have to double-click the **Programs and Features** icon to display this option.)

    A list of applications that have been installed on your computer appears.

3. Select **Intralinks Designer** from the list of programs and click **Remove** or **Uninstall**.

After a few seconds, a prompt requests you to either continue or end the removal process.

4. Click **Yes** to continue.

   The wizard continues with the removal process and displays a window to alert you when the removal of the previous version of Intralinks Designer is complete.

5. Click **Finish**.

Installing Intralinks Designer

The Intralinks Designer installer guides you through the installation process. The installer and user manuals are available at:

http://www.intralinks.com/ildesigner/

▶ **To install Intralinks Designer**

1. Using a web browser, go to **http://www.intralinks.com/ildesigner/**

2. Click the **Download Now** button. A dialog box appears allowing you to choose a location for the file.

3. Note the name of the file, and download it to your Windows desktop.

4. Double-click the file. A **Welcome** screen is displayed.

5. Review the contents of the **Welcome** screen, then click **Next**. The **License Agreement** screen appears.

6. Read the End User License Agreement carefully. You must agree to the terms of the agreement before continuing with the installation. If you have any questions about the license agreement, please contact Intralinks customer support.

7. Agree to the terms of the agreement by selecting the **I Agree** option, then click **Next**.

8. Review the location where Intralinks Designer will be installed. If you wish to change the default location, click the **Browse** button and select the folder in which you want to install Intralinks Designer.

   Note: We recommend that you install Intralinks Designer on a local drive (for example, on your C: drive) and not on a network drive.

   If you use the default location, an Intralinks folder will automatically be created at the root level of the C: drive. The Intralinks Designer application and its associated files will be installed within this folder.

9. (Optional.) If more than one person uses this computer and you have set up a separate user account for each person, you can limit others' ability to view and use Intralinks Designer by selecting the **Just me** option. If you have not set up multiple user accounts or if other users should have access to Intralinks Designer, select the **Everyone** option.

10. Click **Next**.

11. Click **Next**. Installation begins.

    When Intralinks Designer has been installed, the wizard informs you that the process has been completed.

12. Click **Close** to close the wizard and exit the setup program.

Checking for updates to Intralinks Designer

If your organization's policies allow you to install software yourself, you can use Intralinks Designer's **Check for Updates** command to be sure that you have the latest version of the Intralinks Designer application. If the **Check for Updates** command is not available, contact your organization's IT department for assistance.

▶ **To check for updates to Intralinks Designer**

Note: If an update is available and you choose to install it, both Intralinks Designer and Intralinks Courier will be closed before installation begins. Be sure to complete any tasks that are underway before beginning the installation process.

1. From the **Help** menu, select **Check for Updates**.

2. If your software is up to date, a message appears to alert you. Click **OK**. You do not need to do anything further.

   If an update is available, a message appears giving you the option to install the update. Continue with the following steps.

3. (Optional.) To learn about the changes made to Intralinks Designer in this update, click the **What's New** button. A web browser window will open, displaying information about the update.

4. To begin installing the update, click **Yes**.

5. A message appears warning you that Intralinks Designer and Intralinks Courier will be closed before installation begins. If you have any unfinished tasks in either application, complete them now.

6. When you are ready to begin installation, click **Continue**. Intralinks Designer will be closed, and the update will be downloaded and installed.

7. A message appears to let you know when installation is complete. Click **Close**.

To begin using the updated version of Intralinks Designer, you must restart the application.