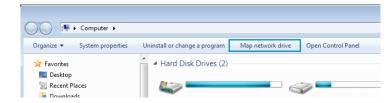
Integrating PdfCompressor Professional with SharePoint

cvision

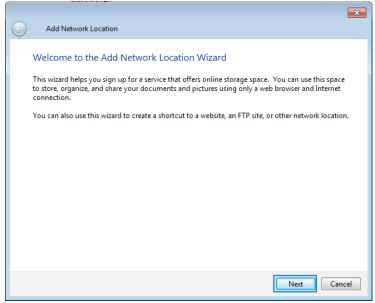
CVISION Technologies 118-35 Queens Blvd. 14th Floor Forest Hills, NY 11375 www.cvisiontech.com 1. Go to "My Computer" and click on "Map network drive" as shown below:



2. Click on "Connect to a Website..." as shown below:

what ne	twork folder would you like to map?
Specify the	drive letter for the connection and the folder that you want to connect to:
Drive:	Z: •
Folder:	Browse
	Example: \\server\share
	Reconnect at logon
	Connect using different credentials
	Connect to a Web site that you can use to store your documents and pictures.

3. Proceed with the steps shown below:



	—
G Add Network Location	
Where do you want to create this network location?	
Choose a custom network location Specify the address of a website, network location, or FTP site.	
	Next Cancel

4. Proceed to your SharePoint location as shown below and copy the path of the library up until **\default.aspx**

C S I http://sharepoint/default.aspx	£ - ک	Home - Home	×
Site Actions 🔹 😏 Browse Page			
Home			

5. Paste the location into the mapped drive path setup as shown below:

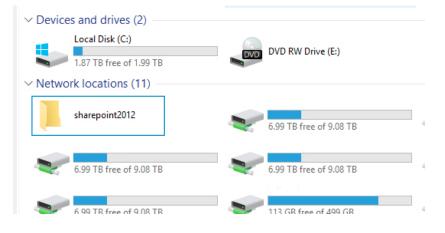
۲	Add Network	Location		×
	Specify the loca	tion of your website		
	Type the address of t	he website, FTP site, or network location that this	shortcut will open.	
	Internet or network a	ddress:		
	http://sharepoint20	12	✓ Browse	
	<u>View examples</u>			
		"2012" can be changed depending on the version of Sharepoint being used.		
			Next Cano	:el



6. Provide the name to the location as it will appear on your Computer:

		×
۲	Add Network Location	
	What do you want to name this location?	
	Create a name for this shortcut that will help you easily identify this network location:	
	http://sharepoint2012.	
Г	Type a name for this network location:	
	SharePoint Scan	
		1
	Next Can	cel

7. Locate the folder on your Computer among your other mapped drives



8. Go inside the SharePoint mapped folder and select your library; drag it as you would with any other watched folder location as shown below:

To select a file or folder, drag and drop it into the "Documents to Compress" window below.	Show files of type:	All valid input file types \sim	J.	📙 🕑 📄 🗢 sharepoint2012	- 🗆 X
				File Home Share View	~ (?
Documents to Compress	Selected item(s)	: X Remove ∥ Edit		← → · ↑ 📙 → PC → sharepoint2012	✓ ♂ Search sharepoint2012
Input File/Folder	Output File/Folder	Туре		★ Quick access	Date modified Type
Juli Decembro Online		1	v	Desktop X Scans	10/23/2015 1:35 PM File folder
cerea for hapeze effici Evaluation Request Jeompa	11ym 1758 10721	Compression Battery Level: 10	0%	🔮 Documents 💉	



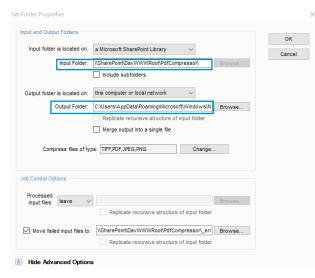
9. Copy the generared output folder path as shown below:

	Folders			ок
Input folder is	s located on:	a Microsoft SharePoint Library $\qquad \lor$		Cance
	Input Folder:	\\SharePoint\DavWWWRoot\PdfCompressor\	Browse	
		Include subfolders		
Output folder is	s located on:	this computer or local network $\qquad \lor$		
0	utput Folder:	C:\Users\AppData\Roaming\Microsoft\Windows\N	Browse	
		Replicate recursive structure of input folder		
		Merge output into a single file		
Compre	ess files of typ	be: TIFF,PDF,JPEG,PNG Change		
b Control Optic	ons			
Processed input files:	leave ~		Browse	
		Replicate recursive structure of input folder		
Move failed	l input files to:	\\SharePoint\DavWWWRoot\PdfCompressor_err	Browse	
		Replicate recursive structure of input folder		

10. Take out the "_out" portion of the automatically generated path to make it look something similar to this and copy that to your clip-board

\\SharePoint\DavWWWRoot\PdfCompressor\

11. Change the input folder path to the one you wish and then paste back the output folder path of your SharePoint library as shown below:





12. Once you have specified your desired settings, hit the "Commit New Folders" button as shown below:

Folders to Watch	Selected item(s): X Remove / Edit II Pause	Resume
Input Folder	Output Folder	Status
C:\Test	\\Sharepoint2012\Dawww\Root\PdfCompressor	Pending
I		
1 pending, 0 active, 0 inactive	Commit New Folders	

***Make sure you give the domain administrator premissions to the watched folder service as shown below:

Services (Local)					
Select an item to view its description.	Name	Description	Status	Startup Type	Log On As
	CVISION Maestro Communication Service	Manages FT	Running	Automatic	Local Syste
	CVISION Maestro Watched Folder Service	Handles the		Automatic	Local Syste
	CVISION PdfCompressor Communication Service	Manages FT	Running	Automatic	Local Syste
	CVISION PdfCompressor Watched Folder Service	Handles the		Automatic	Local Syste
	CVISION Trapeze for Invoices Watched Folder Service	Handles the		Automatic	Local Syste
	CVISION Trapeze Watched Folder Service	Handles the		Automatic	Local Syste

Right-click on Properties, then "Log on"

CVISION PdfCompr	ressor Watched Folder S	Service P
General Log On Reco	very Dependencies	
Log on as:		
O Local System accourt		
Allow service to in	iteract with desktop	
This account:	Domain\Administrator	Browse
Password:	•••••	
Confirm password:	•••••	
Help me configure user a	account log on options.	
	OK Cancel	Apply

and enter your domain administrator's account.

***To see the files in your mapped folder, please remember to keep refreshing the folder.



Once everything is properly set up, your documents will appear automatically in your SharePoint site as shown below:

				Ref
Name	Date modified	Туре	Size	
🗾 Washington 01.CV01.decrypted	10/13/2015 11:37	Adobe Acrobat D	181 KB	
🔁 Washington 01.CV01	10/13/2015 11:37	Adobe Acrobat D	169 KB	
🗾 Washington 01	10/13/2015 11:37	Adobe Acrobat D	235 KB	
🗾 Washington 02.CV01.decrypted	10/13/2015 11:37	Adobe Acrobat D	4,505 KB	
🗾 Washington 02.CV01	10/13/2015 11:37	Adobe Acrobat D	4,488 KB	

***To run files in a batch mode instead of a watched folder scenario, you will be able to use similar steps, just make sure to change the job to Batch

cense Tra 🔀 IT Management P	Port 🃴 Synology DiskStatio 📋 Printer F	Portal 🚦 San	ne desktop imag
Library Tools Documents Library			
Edit Document Discard Check Out	View Edit Properties Properties X Decument Permissions Manage	E-mail a Link Share & Track	Download a Copy Copies
	decrypted		Modifi 10/13
Washington 01.CV01			10/13
Washington 01 Washington 02.CV01.c Washington 02.CV01	decrypted		10/13 10/13 10/13
	Documents Lbrary Edit Document Discard Check Out Open & Check Out Open & Check Out Washington 01.CV01.c Washington 01 Washington 01 Washington 02.CV01.c	Documents Library Edit Check Out Edit Check In Document & Discard Check Out Version History Open & Check Out Version History Open & Check Out Version History Washington 01.CV01.decrypted Washington 01.CV01.decrypted Washington 02.CV01.decrypted Washington 02.CV01.decrypted	Documents Library Check Out Check Nut Batt Check Nut Document 2 Discard Check Out Open & Check Out Properties Yuew Eat Manage Share & Track Type Name Washington 01.CV01.decrypted Washington 02.CV01.decrypted

Job Typ			
Batch Co	mpressio	n	-
Batch Co	mpressio		
Batch De	compress	sion	
Watched	Folder Co	ompression	
Watched	Folder De	ecompression	1

