

---

## System Requirements

The doQuments Workflow Add-On 1.0 can only be installed on a machine on which the doQuments Desktop Client v4.6 or higher is installed.

### **For Workflow to work with doQuments Evaluation Version**

If doQuments is running in evaluation mode (i.e. you have not registered your copy by applying your registration key), you must enable security features by clicking on the *Enable Security...* option on the *Help* menu of the doQuments Desktop Client.

### **For Workflow to work with doQuments Registered Version**

If doQuments is running in registered mode, you can simply install the doQuments Workflow DB and doQuments Workflow Add-On.

The doQuments Workflow Add-On cannot be run on a machine on which doQuments Professional Edition is installed.

---

# Installation

Follow the steps below to start doQuments Workflow...

**Note:** To install doQuments Workflow you will require both **dqworkflowdb.exe** and **dqworkflow.exe** setup files available on our website.

## 1. Install the doQuments Workflow DB

**Note:** Install the doQuments Workflow DB on only ONE machine on your network. The Workflow DB should be installed in a shared folder so that the doQuments Workflow Add-On running on other machines on the network can access the DB.

- a) Run the **dqworkflowdb.exe** setup file by double clicking it.
- b) The doQuments Workflow DB setup wizard will be launched.
- c) Click on the *Next* button to continue with the setup.
- d) Select the location to install the doQuments Workflow DB
- e) Click on the *Install* button to install the doQuments Workflow DB.

## 2. Install the doQuments Workflow Add-On

- a) Run the **dqworkflow.exe** setup file by double clicking it.
- b) The doQuments Workflow DB setup wizard will be launched.
- c) Click on the *Next* button to continue with the setup.
- d) Specify the folder in which doQuments Workflow DB is installed. (This is usually the C:\Program Files \doQuments\Addons\Workflow folder)
- e) Click on the Next button to go to the next page.
- f) Specify the username and password for the workflow engine to login. The default username and password is *superadmin*.
- g) Click on the *Install* button to install doQuments Workflow.

## 3. Start using doQuments Workflow Add-on

- a) Click on *Start > All Programs > doQuments > doQuments* .
- b) You will notice that a new menu called 'Workflow' has been added to doQuments.
- c) You can start defining a new workflow by clicking on the 'Workflow>Workflow Designer' menu option.