



---

## INSTALLATION GUIDE

---

### HASHECM TECHNOLOGIES PVT LTD

236 Pushpagiri Bhavana (SBI Building), 2nd Floor,  
14th Main Road, F Block, Sahakarnagar,  
Bangalore 560092 INDIA  
Ph: +91 8088 848 848  
Email: [support@hashecm.com](mailto:support@hashecm.com)  
[www.hashecm.com](http://www.hashecm.com)

## Contents

1	About this document .....	3
2	About HashECM Productiviti.Lite .....	3
3	System Requirements .....	4
4	Installing Productiviti.Lite.....	5
5	Setting Folder Permissions .....	0
6	HashECM Support .....	2

Document Version and Date	Product Version
V2.4 20.02.2019	v2.4

## 1 About this document

The purpose of this document is to outline how to install the HashECM Productiviti.Lite Desktop application on a client machine.

The user manual is a separate document available under “Help” section of the desktop application.

## 2 About HashECM Productiviti.Lite

HashECM Productiviti.Lite is an out-of-the-box desktop solution designed to simplify the document capture process; it effectively captures and rapidly digitizes paper based assets. It can be leveraged as a standalone document capture solution or act as a front-end capture solution for your existing document management application.

Productiviti.Lite follows a comprehensive document capture workflow that can be easily configured to meet your specific business needs. From document source to storage, it offers options to handle ad-hoc to complex batch scan, manual to automatic sort and index, and simple to advanced search features. It is quick to install and easy to operate, can be production ready in hours instead of days with a simple user interface that enables rapid deployment. It streamlines the document capture with its effective scan, index and search modules. With its configurable scanning profiles, documents can be scanned at source in color, black and white or grayscale. Multiple scanning profiles can be set-up to handle varied capture requirements. To ensure optimal image output the resolution and size of the images can predefine and even blank pages removed. Scanned image quality is further enhanced with compelling features such as image re-sizing, rotation, zoom and cropping.

Multiple document recognition modes such as document position, barcodes, ADR (automatic document recognition) and patch codes are used to automatically separate documents, populate index fields and name the documents. Manual indexing is enabled for metadata and enhanced with guided indexing features that highlight zones of index fields in the document image. Automatic indexing is available using Zonal OCR technology to extract index values for scanned images. Indexed documents are stored in the Productiviti.Lite storage system for search and retrieval. Stored document images can be searched, retrieved and even converted to PDF formats for circulation.

The stored documents and associated metadata can also be released into selected Document Management Systems (Productiviti, FileNet, SharePoint & Alfresco) through an add-on connector module, DMS Connector. For more information on Productiviti.Lite Product features logon to [www.HashECM.com](http://www.HashECM.com)

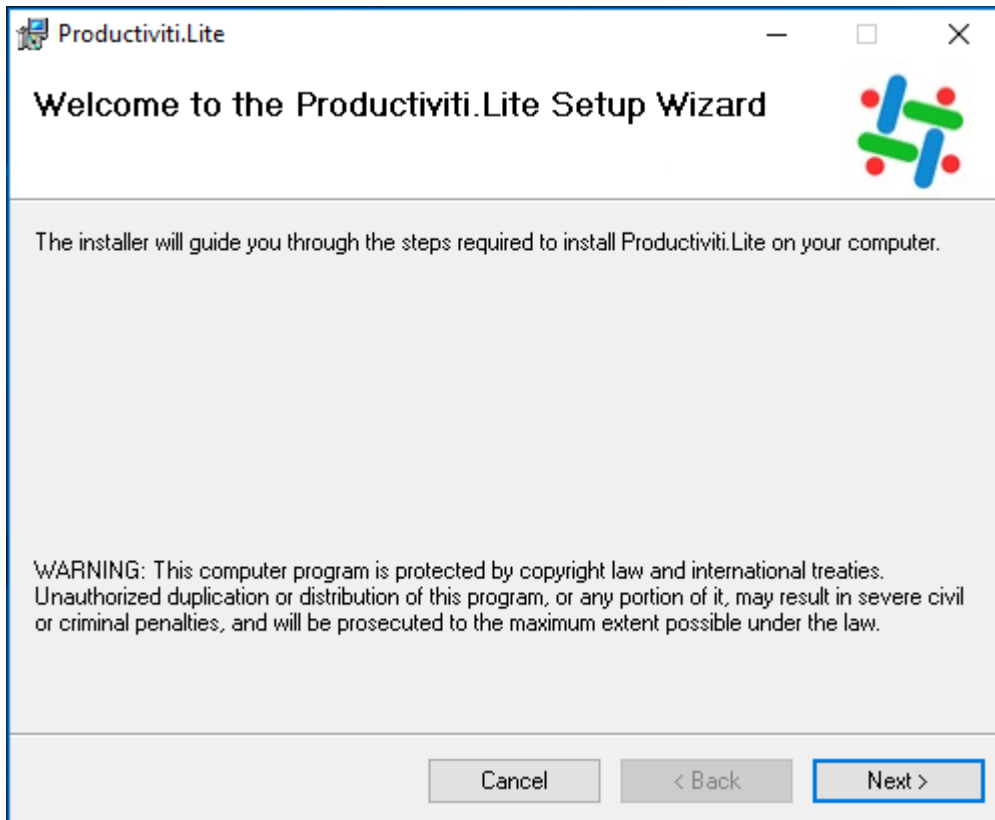
### 3 System Requirements

The system requirements to run the Productiviti.Lite system:

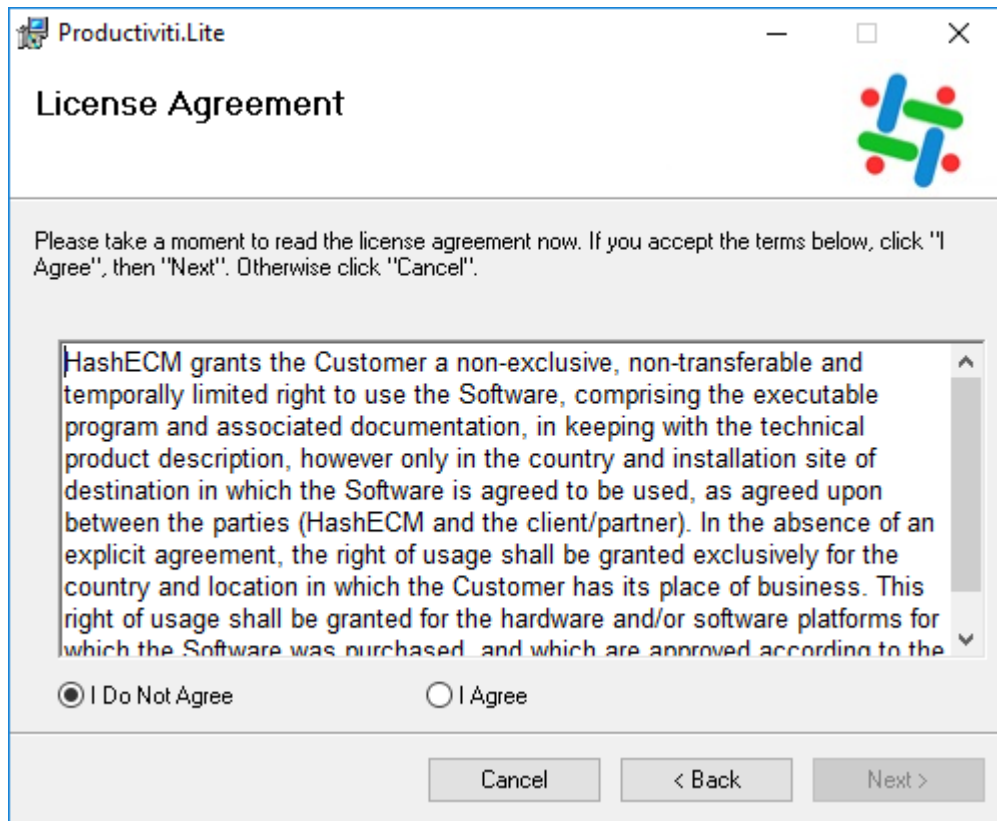
- Microsoft® Windows® 7 and above
- Minimum 1 GB of RAM
- 5GB of available hard disk space (recommended)
- Microsoft. Net Framework 4.5.2
- Self-installs with MS Access database; can be configured with SQL Server 2008 and above

## 4 Installing Productiviti.Lite

- Unzip the downloaded file. You can use a GUI-based tool such as 7-zip.
- Click on the executable with .msi file extension to launch the installation wizard.
- In the installation wizard, click “Next” to initiate install

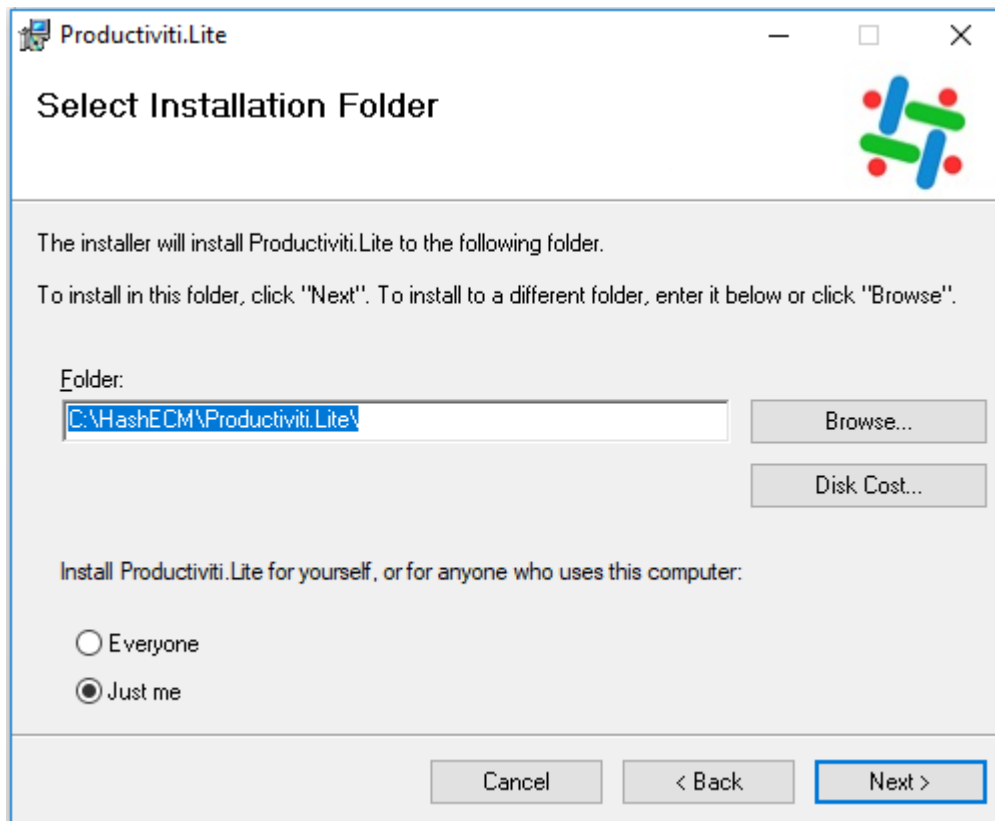


- In the License Agreement window, read the license information and select the option “I Agree” to continue with installation.

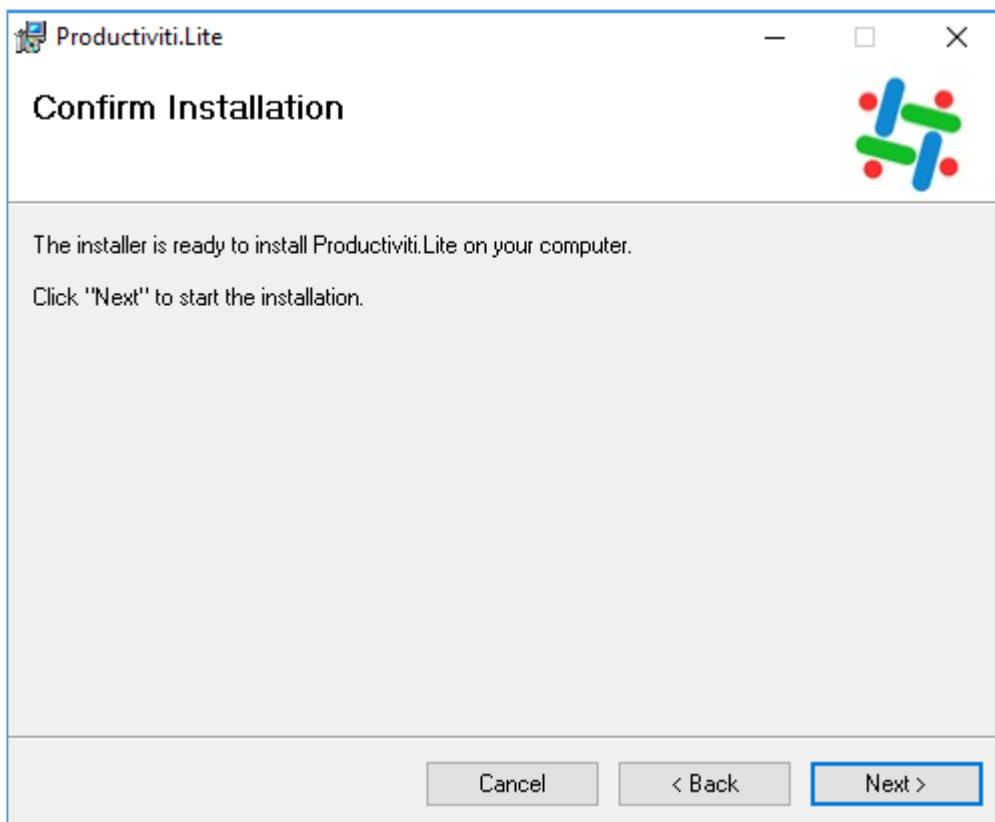


- In the "Select Installation Folder" window specify a folder location using "Browse" to specify a folder, alternately use the default location (C:\Program Files\HashECM\Productiviti.Lite). To check disk availability click "Disk Cost", this will show current, required and available disk size. To ensure that the application is available to all users of the machine check "Everyone" option. Click "Next" to proceed.

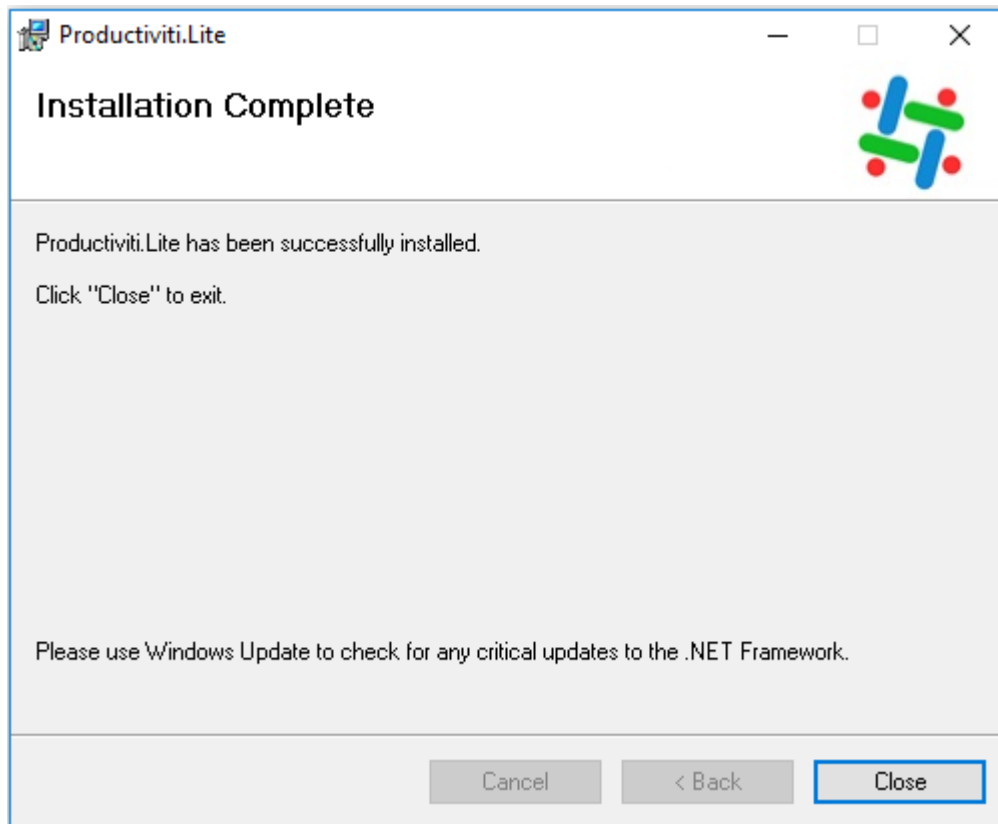
**Note:** If you are choosing the default location, you will need to setup the user permissions in the installation folder as described in the Setting Installation Folder Permission section in this document. It is recommended to use a folder other than one in Program Files. Recommended installation folder is c:\HashECM\Productiviti.Lite



- To confirm the installation, in the “Confirm Installation” window click “Next”



- Once confirmed, the installation will commence and the status bar will display the installation status.
- On completion of the installation click “Close” to exit.



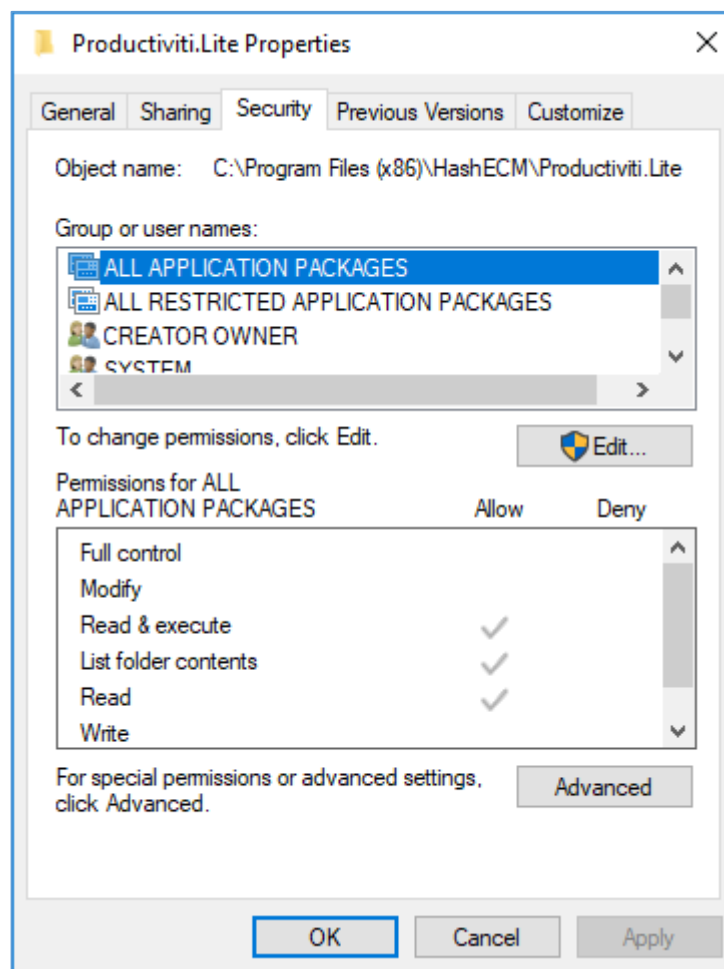
Productiviti.Lite will be installed in the specified folder location (whatever has been configured). Shortcuts of the modules (e.g. **Productiviti.Config**, **Productiviti.Lite** and **Productiviti.Search**) will be automatically created on the client desktop. Launch these modules by clicking on the relevant icons.

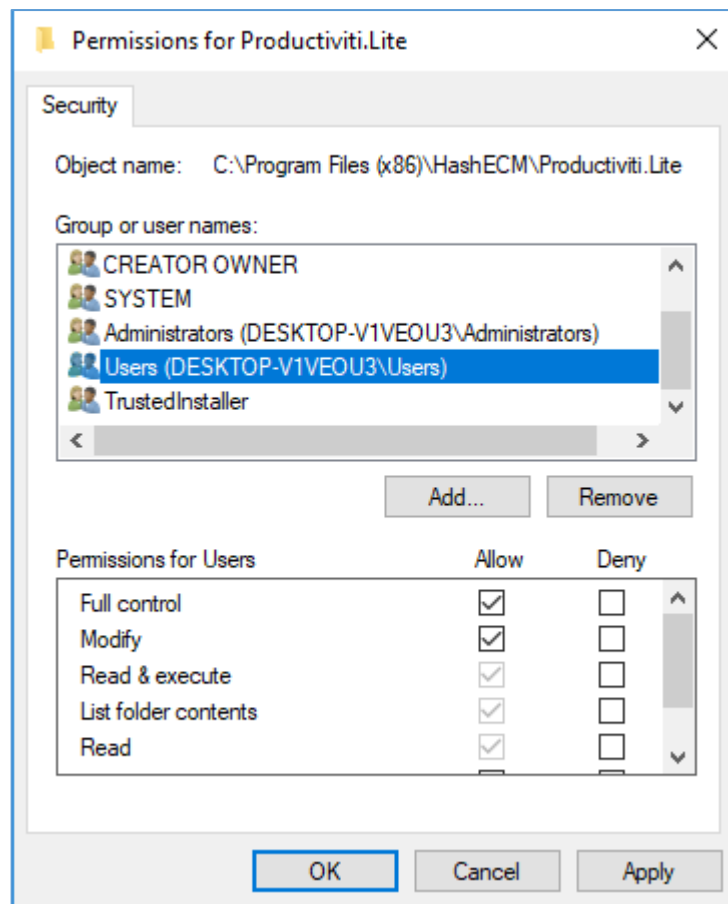


## 5 Setting Folder Permissions

Folder permissions should be set for all users on the application folder if installed under C:\Program Files (x86) to ensure that the application functions as required:

1. Navigate to C:\Program Files (x86)\HashECM or the location the application has been installed to.
2. Right click on folder titled "Productivity.Lite"
3. Select "Properties" listed in the right click menu
4. In "Properties" window select the "Security" tab.
5. In the "Security" tab, click Edit
6. Select the Group or user name titled: "Users (usernameC\users)".
7. Click on the "Edit" button
8. Under permission section tick the check box "Full Control" for the selected user
9. Click "Apply" to update the security setting





**Note** that this configuration is a **pre-requisite** for Productiviti.Lite to function properly.

## 6 HashECM Support

<b>For Productiviti.Lite Licenses and pricing details</b>	<b>Sales Middle-East</b> Qatar: +974 5094 2509 Kuwait: +965 9878 7323 Email: <a href="mailto:me@HashECM.com">me@HashECM.com</a> <b>Sales India</b> Ph: +91 80 88 848 848 Mobile: +91 98860 26644 Email: <a href="mailto:info@HashECM.com">info@HashECM.com</a>
<b>Productiviti.Lite Product Support</b>	<b>Support</b> Ph: +91 80 88 848 848 Email: <a href="mailto:support@HashECM.com">support@HashECM.com</a>