



TECHNICAL TRAINING LAB INSTRUCTIONS

Lab 3-1

Lab – Installing Kofax Kapow 10

In this hands-on lab, you will be installing and licensing Kofax Kapow 10.

1. Both the Windows 32-bit and 64-bit installation software have been provided for you in your Class Resources...via a USB flash drive (for classroom training only); a DVD (for CBT-Media version); or in a zip file you need to download from the Main Menu (for On-Demand Training).
2. For classroom and media version CBT training, insert the USB stick or Class Resources DVD into your computer and navigate to the ..\Kapow 10 Installation Software folder. For On-Demand training, unzip the Kapow Resources.zip file to your C: drive and navigate to the Kapow 10 Installation folder.
3. Select the appropriate installation for your operating system and double-click on the *.msi file to launch the installer. The installation is fairly quick and straight-forward. You must of course accept the license agreement when you get to that screen. Accept the defaults by clicking on the [Next] button as they come up. Click on [Finish] when complete
4. For easy access in class, you may wish to place a shortcut to the Kapow 10.x.x.x (x 64) program group on your desktop. From this point forward in these instructions, it will be referred to simply as the Kapow program group
5. Once Kapow has successfully installed, it must be licensed.
 - a. To do that go the Kapow program group and double-click on [Start Management Console]. This launches RoboServer and then the Management Console. You'll see it does that in a command window. IMPORTANT: Wait a couple of minutes until you see that the message "Starting Management Console...HTTP Connector started on port 50080." Then it is safe to minimize the window, but DO NOT CLOSE IT. If you do, you will not be able to run the Management Console or Design Studio without restarting it.
 - b. In the Kapow program group, double-click on [Management Console]. You will be prompted for license information. (For CBT and On-Demand trainees, the license information has been provided in the root of your Kapow Resources folder). Enter the information provided for you for this course: Name, Email, Company (which MUST be "Kofax," and both Production and Non Production license keys.
6. Once you have successfully licensed Kapow, you may close the Management Console in your web browser (but not the command window in which you started it).
7. In the Kapow program group, double-click on the [Design Studio] icon. Again, there is a licensing screen. Simply [Agree] to the terms and select [OK].
8. Congratulations! You've now installed and licensed Kofax Kapow.
9. Finally, there are three files in the root folder of your flash drive that will be used in hands-on lab exercises. For convenience, create a folder off the root of your C: \ drive. Name it "Kapow Resources." Copy and paste the following files into your new C: \Kapow



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Resources folder: KofaxIcon.png; Logo_EducationServiceslin.png;
trainingzipcodes.xlsx.