Installation and License Activation Instructions

Installing and Licensing CommunityViz 5.0 for ArcGIS 10.3 and 10.2

I. Install the software:
1. Make sure you have administrator privileges on the computer and that you have ArcGIS 10.3 or 10.2 installed.
2. Make sure you have the version of CommunityViz 5.0 that is compatible with your version of ArcGIS.
3. Double-click the CommunityViz.exe file. Click "Setup" to continue with the installation.
4. Select the components you want to install and click **Next** to proceed through the installation. You are given the option to install Scenario 360, Scenario 3D, or both. You can accept all default settings and data file locations (recommended) or choose your own. Be sure to create your data folder (CVFiles) in a place on your computer where you have plenty of disk space and full permissions.

II. Activate your license:
1. Click the **Start menu** and browse to the **CommunityViz** folder.
2. Click **Activate License** to open the License Activation Wizard.
    a. <u>Single-seat:</u> If you are installing a fixed (single-seat) license for this computer:
        1. Locate your license ID and password.
        2. For automatic license activation, make sure your computer is connected to the internet.
        3. Enter your license ID and password in the fields provided. It is recommended that you copy and paste your password to avoid problems distinguishing letters and numbers. You may also choose a different location for the license file if you wish.
        4. Follow the on-screen instructions to complete activation.
    b. <u>Network license:</u> If this computer will use a network license from a license server:
        1. Enter the server address and port number. These can be obtained from your server administrator.
        2. Click **Test** to test the server settings.
        3. Follow the on-screen instructions to complete activation.
    c. <u>Free trial:</u> If using a trial license, run Scenario 360 **as an administrator** the first time you launch the program. This will set the trial license and will allow standard (non-administrator) users to access Scenario 360 and Scenario 3D during the trail evaluation period (usually 30 days).

III. Existing licenses:
1. Click the **Start menu** and browse to the **CommunityViz** folder.
2. Click **Activate License** to open the License Activation Wizard.
3. Choose Existing License File and Next
4. You will be given an option to browse to an existing license file. The default location of the Scenario 360.lf file is C:\Program Files\CommunityViz\Scenario 360\Scenario360.lf. After you have chosen the existing license and finished the wizard you may have to restart ArcMap.

Web Viewer App installation and licensing is done via ArcGIS Online. See page 2.
Network License Server installation is described on page 3.

Installation and License Activation Instructions

Installing and Licensing CommunityViz Web Viewer App 5.0

The **Web App Publisher** and **Web App Viewer** work as a pair: the Web App Publisher is a wizard that resides on your desktop as an extension to ArcGIS Desktop as part of your normal CommunityViz 5.0 desktop installation. The Web App Viewer is an app that resides on the cloud and uses ArcGIS Online. Follow the instructions below to get them both up and running together. This is a one-time setup for the term of your license.

I.   Purchase and Install CommunityViz 5.0
1. Make sure you have a current, compatible version of ArcGIS Desktop (Basic, Standard, or Advanced).
2. If you have not already done so, purchase or upgrade to a CommunityViz 5.0 license from *placeways.com.* Make sure you have licensed a version of CommunityViz 5.0 (e.g., CommunityViz – Professional) that includes the Web App Publisher.
3. Follow the separate instructions for Desktop installation, setup, and license activation.
4. You will now have the CommunityViz Web App Publisher on your desktop.

II. Confirm Your ArcGIS Online subscription
1. If you have not already done so, procure a subscription to ArcGIS Online from Esri. Subscriptions are generally assigned to organizations, so check with your IT or GIS department.
    TIP: You will need **Administrator privileges** for your organization's subscription to perform setup. After setup, you can use the app without being an administrator.

III. Get the CommunityViz Web App Viewer from Esri ArcGIS Marketplace
1. Go to the Esri ArcGIS Marketplace at *https://marketplace/arcgis.com* and search for the app called **CommunityViz Web Viewer.** Or, follow this link: *https://marketplace.arcgis.com/listing.html?id=dde9750e898c41d7a2a7308bdfb14d45*
2. Click **Get It Now.** You will be asked to sign in with your Esri account. This must be an Administrator account.
3. Fill in the form as required.
4. Wait approximately 2 business days for your request to be approved. This process may include payment processing and a check on your current CommunityViz license status, as appropriate.
5. Monitor the status of your request on the **My Console** page of Marketplace. The item will move from **My Requested Items** to **My Purchased Items** once access has been granted. You will also be notified by email.
6. In **My Console,** locate the CommunityViz Web Viewer and choose **View Item.** Then choose to **Share** it with one or more Groups in your organization. Be sure to notify any other CommunityViz users in your organization of the new capability and make them part of Group that has access to the CommunityViz Web Viewer app.

Setup is complete. You will now be able to publish CommunityViz analyses to the web using the Web App Publisher on your desktop combined with the Web App Viewer on ArcGIS Online.

Be sure to **renew** your CommunityViz technical support account through Placeways, and your CommunityViz Web App Viewer subscription through ArcGIS Marketplace, as they expire. Current versions of both are required to publish new projects and keep existing projects available online.

For detailed instructions on using CommunityViz Web Apps, refer to the CommunityViz Scenario 360 desktop Help.

Installation and License Activation Instructions

Installing and Licensing Network License Server for 5.0

I. Install the software:
1. Make sure you have administrator privileges, the license server and client computers are networked properly, and IPv6 is enabled on the machine where you are installing the network license server.
2. Visit http://placeways.com/communityviz/downloadpages/cviz50nls.html to download Network License Server for 5.0. Or navigate to the Placeways website → CommunityViz → Support → Downloads → CommunityViz 5.0 → Network License Server for CommunityViz 5.0.
3. Run LicenseServerInstaller.exe on the machine where you are installing the network license server.
4. Follow the installation instructions to install the License Server.

II. Activate the License:
1. Locate your license ID and password.
2. For automatic license activation, make sure your computer is connected to the internet.
3. Open the **Start menu** and browse to **CommunityViz » License Server**.
4. Click **Activate License** to open the License Activation Wizard.
5. On the **Select License Type** screen, choose **Network License Server**.
6. Enter your license ID and password in the fields provided. It is recommended that you copy and paste your password to avoid problems distinguishing letters and numbers. You may also choose a different location for the license file if you wish.
7. Follow the on-screen instructions to complete activation.

III. Set Up the License Server:
1. Open the **Start menu** and browse to **CommunityViz » License Server**.
2. Click **License Server Controller** to open the server status and setup application.
   If one or more of the License Server settings have not been initialized, you will automatically be taken to the **License Server Settings** window. Here you can specify the port number, license file, and log file that the server will use. By default, the CommunityViz license service is recycled at a regular interval by a Windows Scheduled Task to improve long-term stability. You can make some edits to the task settings in the License Server Settings window, or you can edit the task itself, called the "CommunityVizLicenseServiceRecycler," in Windows Task Scheduler.
   Verify the license server settings, and click **OK**. If you want to change any of the settings later, go to **View » Settings…** from the License Server Controller.
3. In the **License Server Controller** window, press **Start** to start the server now.
4. Note the server name and port. This information will be required when setting up network clients (see II.5. above in Installing and Licensing CommunityViz 5.0 for ArcGIS 10.3/10.2).
5. The license server will start automatically when you restart your computer.