

# ACTpro

## Installation Guide



# VANDERBILT

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# 1 Installing ACTpro

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ACTpro is installed in two steps:

- **Step 1: Install ACTpro on the Server.** Run the installation program, which will install ACTpro server and create a shared folder with installation files for the client software. For more information, see *Installing the Server Software* on page 7.  
  
If your system will include SPC hardware, you should also install the optional FlexC plugin. For more information, see *Installing the ACTpro FlexC plugin* on page 9.
- **Step 2: Install ACTpro Client Software on Each Client PC.** From the client PC, browse to the shared folder on the ACTpro server and run SetupClient.exe. For more information, see *Installing the Client Software* on page 9.



If an older version of ACTpro or ACTWin is detected on your machine, you are prompted to uninstall it during the installation procedure.

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## 1.1 Before you start

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This section describes the following:

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### 1.1.1 Prerequisites for the ACTpro Server

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- ACTpro operates with 32bit or 64bit versions of:
    - SQL Server 2008 or later  
or
    - SQL Express 2008 or later  
or
    - SQL Compact
- See *About the ACTpro database* on the next page for more information.
- If you intend to use Microsoft SQL Server:
    - SQL Server should be pre-installed on your network.
    - The Windows Local System Account on the ACTpro server must have sufficient rights to run a Windows Service.
    - (Network) Printers that are used by the ACTpro server must be accessible by the Local System Account of the server.
    - The user/Windows Local System Account on the ACTpro server must have full access rights to the folder *C:\ProgramData\Access Control Technology\ACT Enterprise*.

- The SQL Server user account must have sufficient rights to be able to create/read/update a database and to create/read/update/delete tables. See *About the ACTpro database* below for more information.
- The user account used to run the ACTpro installation must have sufficient rights to create a network share on the public folder *C:\Program Files\Access Control Technology\ACT Enterprise\Publish*. This share must be accessible to all users running ACTpro clients.
- The FlexC Plugin is only supported on 64bit operating systems.
- If reinstalling ACTpro, the ACTpro service is stopped and the ACTpro software uninstalled. ACTpro clients cannot connect while the service is stopped. Vanderbilt recommends that you schedule any re-installs and alert your users before proceeding.
- ACTpro server and client PCs must be in the same domain to work straight out of the box (with encrypted communication).

#### 1.1.1.1 Upgrading from ACTWin

During installation, ACTpro can migrate databases compatible with ACTWin 2.8 and later. If you are upgrading to ACTpro from an earlier version of ACTWin, you must upgrade to ACTWin 2.8 first. Then use the ACTpro JetToSQLMigration tool to migrate your ACTWin database to SQL Compact or SQL Server. The JetToSQLMigration tool detects your ACTWin database if it exists on the same PC.

### 1.1.2 About the ACTpro clients

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The following clients allow users to configure and manage ACTpro from the ACTpro server or any connected laptop/PC:

- ACTpro Install is used by the security installer to install, configure and manage the technical components of the system.
- ACTpro Manage is used by the administrator to manage users' access.
- ACTpro Monitor is used by the security guard, for example, to monitor the system.
- ACT ServerClient is used by the security installer or IT staff to manage the IT and database portion of the installation.

Refer to the online help or user guide for each client for more information.

### 1.1.3 About the ACTpro database

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ACTpro can store data in a **Local file database** or a **SQL Database**. You are prompted to choose which to use during the installation.

- **Local file database** – ACTpro will use SQL Compact – a file-based, low-impact alternative to SQL Server. SQL Compact processes queries identically to SQL Server and SQL Express. However, there is an upper limit of 2GB on SDF files supported by ACTpro. If your database grows larger, you can migrate your database to SQL Server using the JetToSQLMigration tool. When using SQL Compact, a database file called *ActEnterprise.sdf* is created in the following folder on the ACTpro server: *C:\ProgramData\Access Control Technology\ACT Enterprise\Database*. Vanderbilt highly recommend using the local database for smaller systems (typically up to 100 doors and/or 1000 users).

- **SQL database** – ACTpro will use a SQL Express or SQL Server database. You are prompted to select an existing database or to create a new database during installation. When the **Select Database** screen displays, select the **Server** and **User Authentication** method, then:

- To create a new database, enter a suitable database name in the **Database** field and click **Create**.
- To use an existing database, select it from the **Database** drop-down list. If the required database instance does not appear, you can enter it manually in the **Server** field. If you are prompted to upgrade the database, click **Backup** to backup your existing database, then click **Update** to update to the latest database version.



By default, ACTpro Server runs under the Local System account of the PC it is installed under. That account must have sufficient read/write permissions for the SQL Server instance. If it does not, change the user account under which ACTpro Server runs to one with sufficient permissions.

#### 1.1.4 About ACTpro client install locations

Client software is installed from a shared folder on the server to a special system folder on the user's PC. Which of the three special system folders is used is determined by your selection here, and the same folder is used on every user PC.

Options are:

- **Common Application Data:** Select this option to install client software to a common directory for application-specific data that is used by all users. (This is the default.)
- **Local Application Data:** Select this option to install client software to a directory that serves as a common repository for application-specific data that is used by the current, non-roaming user. You should **only** select this option if roaming profiles are **not** used in your organisation.
- **Application Data:** Select this option to install client software to a directory that serves as a common repository for application-specific data for the current roaming user. A roaming user works on more than one computer on a network. A roaming user's profile is kept on a network server and is loaded onto a client computer when the user logs on.

#### 1.1.5 About registration options

ACTpro Lite users do not need to register.

ACTpro pro users have four registration options:

- **Automatically over the internet:** Enter the required information and click **Register...** to automatically obtain a registration key.

- **Over the phone:** Phone the number shown, provide your serial key and hardware ID when prompted, take note of the registration key provided, click **Next**, enter your registration key on the **Entering Registration Key** screen and click **Register....**
- **Via email:** Mail the address shown with the specified details. When you receive an email with the registration key, click **Next**, enter your registration key on the **Entering Registration Key** screen and click **Register....**
- **I have a registration key already.** Enter your registration key on the **Entering Registration Key** screen and click **Register....**

## 1.2 Installing the Server Software

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1. Run the installer on the machine that will function as the access control ACT server for your organisation.
2. The **License Agreement** screen shows the ACTpro license agreement.  
If you agree to the terms of the license agreement, select the **I accept the agreement** option and click **Next**.
3. The **Select your database location** screen prompts you to select where your ACTpro database is stored.  
Select **Local file database** or **SQL Database** and click **Next**.  
See *About the ACTpro database* on page 5.
4. The **Choose Clients Install Location** screen prompts you to select where client software should be installed on user PCs. See *About ACTpro client install locations* on the previous page for more information.  
Select the folder to be used when installing client software on user PCs and click **Next**.
5. The **Select Destination Location** screen prompts you to specify the installation folder for ACTpro.  
Select an installation location and click **Next**.
6. The **Select Start Menu Folder** screen prompts you to specify where setup should place program shortcuts.  
Select an installation location and click **Next** to proceed.
7. The **Select Additional Tasks** screen prompts you to select additional tasks the installer should perform.  
Select any additional tasks and click **Next** to proceed.
8. The **Ready to Install** screen prompts you to review your installation preferences and perform the install.  
Click **Install** to install ACTpro using the displayed settings.  
Installation progress is displayed on screen.
9. When the server software is installed, the **Reading system information** screen displays, and shows information about your installation.  
Click **Next**.
10. If you selected to use a **SQL Database**, configure the database that you will use to store ACTpro data, then click **Next**. See *About the ACTpro database* on page 5.
11. The **Register ACTpro** screen displays, and prompts you to register your software. To register you need both a serial key and a registration key.

To enter the serial key:

- a. Click **Add Key...** to open the **Add Serial Key** screen.
- b. Enter the key and click **Add**.

To obtain/enter a registration key:

- a. Click **Register...** to open the **Register ACTpro** screen.

- b. Select the registration option you want to use and click **Next**.

Click **Next** on the **Register ACTpro** screen to proceed.

12. The **Install Finalisation** screen shows the location of the SetupClients.exe that should be used to install ACTpro client software on user PCs.

Take note of the location, then click **Next** to complete the installation.

13. You are prompted to:
  - Launch the ACTpro clients setup to install ACTpro client software on the server. See *Installing the Client Software* on the next page for more information.
  - Launch the ACTpro ServerClient.



Select the check box for each required option and click **Finish**.

## 1.3 Installing the ACTpro FlexC plugin

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If you will support SPC hardware on your network, you must install the FlexC plugin on the machine hosting ACTpro to enable communication between the SPC hardware and ACTpro.

To install the FlexC plugin:

1. Run the installer on the machine that will function as the access control ACT server for your organisation.
2. The **License Agreement** screen shows the ACTpro license agreement.  
If you agree to the terms of the license agreement, select the **I accept the agreement** option and click **Next**.
3. The **Choose Install Location** screen prompts you to select where the FlexC service should be installed on user PCs. See *About ACTpro client install locations* on page 6 for more information.  
Select the folder to be used when installing the FlexC service on user PCs and click **Next**.
4. The **Select Additional Tasks** screen prompts you to select additional tasks the installer should perform.  
Select any additional tasks and click **Next** to proceed.
5. The **Ready to Install** screen prompts you to review your installation preferences and perform the install.  
Click **Install** to install the FlexC plugin using the displayed settings.  
Installation progress is displayed on screen.
6. **(Optional)** You may be prompted to install or replair required third-party components on your PC.  
Click **Install** to install third-party components, or **Repair** to repair third-party components already installed. Follow the on-screen instructions to install/repair third-party components.
7. The **Completing the ACTEnterprise FlexC Plugin Setup Wizard** screen appears when the installation is complete.  
Click **Finish**.

## 1.4 Installing the Client Software

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The location of the client software installer was shown on the **Install Finalisation** screen when you installed ACTpro, and is also shown on the **Live System** screen in ACT ServerClient.

To install ACTpro clients:

1. Run SetupClients.exe from the shared folder on the ACTpro server to run the client installer.
2. The **Select Start Menu Folder** screen prompts you to specify where setup should place program shortcuts.  
Select an installation location and click **Next** to proceed.
3. The **Select Additional Tasks** screen prompts you to select additional tasks the installer should perform.  
Select any additional tasks and click **Next** to proceed.
4. The **Ready to Install** screen prompts you to review your installation preferences and perform the install.  
Click **Install** to install the ACTpro clients using the displayed settings.  
Installation progress is displayed on screen.

5. You are prompted to launch the ACTpro Manage and ACTpro Install clients.  
Select the check box for each required option and click **Finish**.



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Issued by **Vanderbilt International Ltd.**  
Clonsaugh Business and Technology Park  
Clonsaugh, Dublin D17 KV 84, Ireland

 [vanderbiltindustries.com/contact](https://vanderbiltindustries.com/contact)