

SafeLock Server Installation

1. Double click the downloaded file **ss10.exe** to start the installation wizard. **Note:** You must be logged in as an administrator or right click the installation file and click "Run as administrator."
2. Follow the instructions in the installation wizard to install SafeLock Server on your server.
3. At the end of the installation, allow SafeLock Server to launch automatically and click the **Finish** button.
4. In the SafeLock Server Configuration window, enter the file **server port number**.
5. Click the **Add** button to add folders containing sensitive PDF files. Note: These folders should not be shared in order to prevent unauthorized access. Any user with SafeLock Explorer installed on his or her system will be able to access non-shared folders that are added in SafeLock Server.
6. Configure Client Settings by checking the **Client Settings** checkboxes to allow users to Print, Save and/or Copy sensitive PDF documents.
7. Click the **Save** button.
8. Using your Service Manager, assign a Log On account to SafeLock File Server and then start the SafeLock File Server service.
 - Click Windows **Start > Control Panel > Administrative Tools > Services**.
 - Right click **SafeLock File Server** and click **Properties**.
 - Assign a Log On account and click the **OK** button.
 - In the Services window right click on **SafeLock File Server** under the **Status** column and click **Start** to start the service.

SafeLock Explorer/Viewer Installation

1. Double click the downloaded file **se10trial.exe** to start the installation wizard.
2. Follow the instructions in the installation wizard to install SafeLock Server on workstations.
3. At the end of the installation, allow SafeLock Explorer to launch automatically.
4. Click the **Setup** icon or click **Server > Configure Client** on the menu bar.
5. In the Client Configuration window, enter the **server IP address** and the same **port number** that you entered in SafeLock Server.
6. After configuration, SafeLock Explorer will automatically connect to SafeLock Server and display the folders that were added in the SafeLock Server Configuration manager.