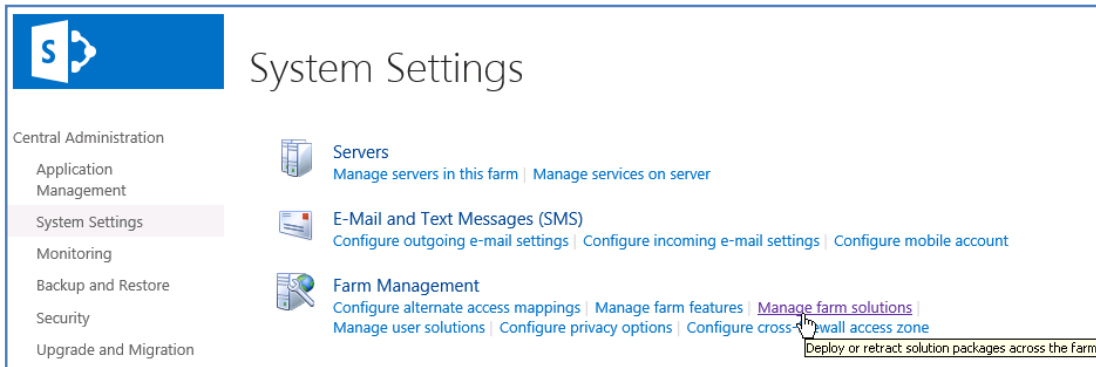


# Web Part Installation Instructions for Sharepoint 2019

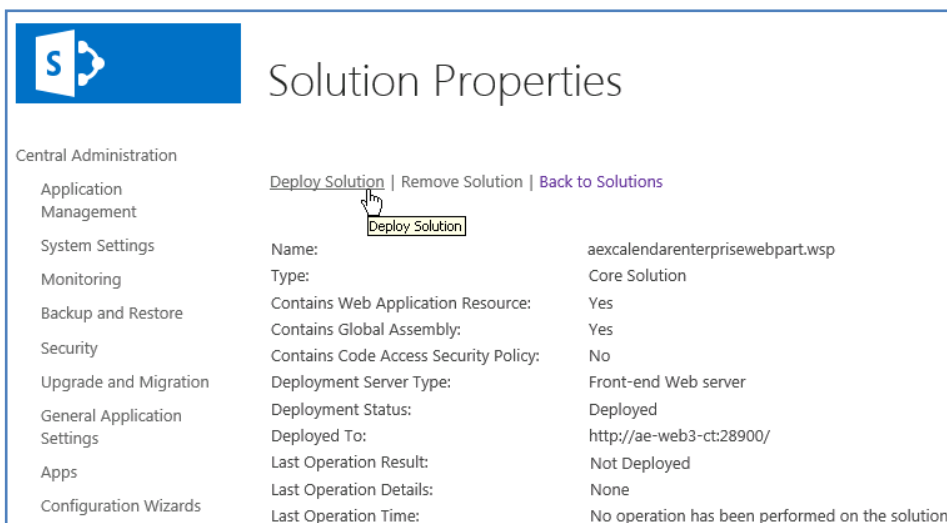
1. Unpack the **AEXCalendarEnterpriseWebpart.wsp**, the **Amrein.Core.F.wsp**, the **Install2019.bat** and **install2019AmreinCore.bat** files from the Zip Archive and place the 2 files onto your Sharepoint Server.
2. Run the **install2019AmreinCore.bat** file to add the Amrein core solution
3. Run the **install2019.bat** file to add the web part solution
4. Deploy the solutions by navigating with your browser to “Central Administration > System Settings > Farm Management > Manage farm solutions”:



5. You should now see the **AEXCalendarEnterpriseWebpart.wsp** and the **Amrein.Core.F.wsp** in the farm’s solution store:

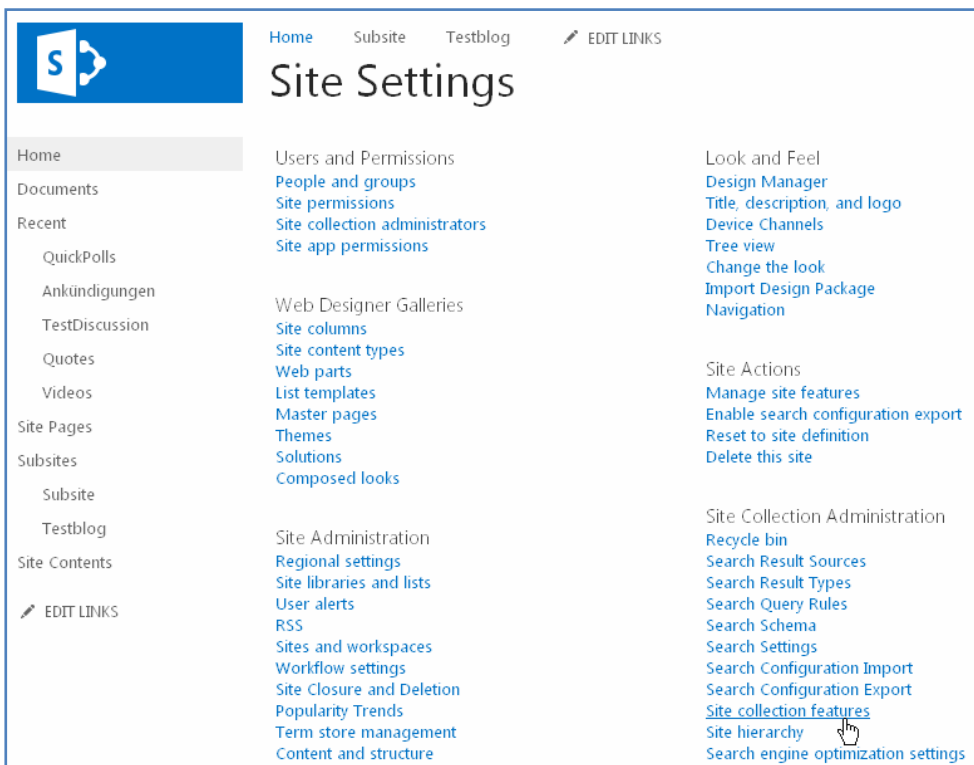
| Central Administration | Name   | Status       | Deployed To              |
|------------------------|--|--------------|--------------------------|
| Application Management | <a href="#">aetaskrollupwebpart.wsp</a>          | Deployed     | http://ae-web3-ct:28900/ |
| System Settings        | <a href="#">aexcalendarenterprisewebpart.wsp</a> | Not Deployed | http://ae-web3-ct:28900/ |
| Monitoring             | <a href="#">amrein.core.f.wsp</a>                | Not Deployed | None                     |
| Backup and Restore     | <a href="#">aexbirthdaywebpart.wsp</a>           | Deployed     | http://ae-web3-ct:28900/ |
|                        | <a href="#">aexcalendarenterprisewebpart.wsp</a> | Deployed     | http://ae-web3-ct:28900/ |

Click on “**Amrein.Core.F.wsp**” to deploy the core solution:

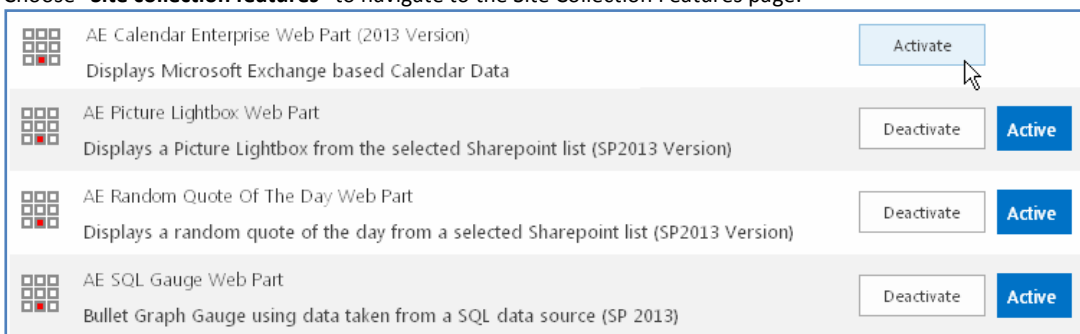


6. Proceed to click on “**aexcalendarenterprisewebpart.wsp**” to also deploy the web part solution.

7. Proceed to activate the feature by navigating to the “Site Actions/Site Settings” page in your top-level Sharepoint site:



Choose “Site collection features” to navigate to the Site Collection Features page:

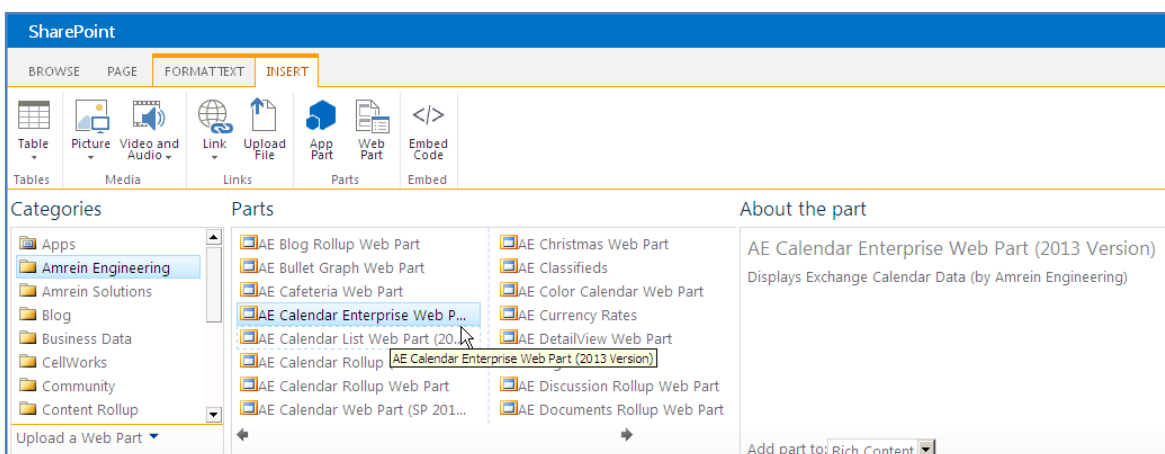


Activate the “AE Calendar Enterprise Web Part” feature

### Adding the Web Part to a Page

Navigate to a page where you would like to place the web part and choose "Site Actions/Edit Page"

Select “Web Part” form the “INSERT” tab in the ribbon and add the “AE Calendar Web Part (SP 2013 Version)” to the appropriate zone. The web part is listed in the "Amrein Engineering" gallery section:



## Web Part Configuration

Configure the following Web Part properties in the Web Part Editor "Miscellaneous" pane section as needed:

| Miscellaneous                   |  |  |
|---------------------------------|--|--|
| User ID                         | Monday   | Default View                                       |
| AMREIN\SPExchange               | Last Day of Week   | Month  |
| User Password                   | Saturday   | Subject Color Coding                               |
| ***                             | Calendar Skin  |  |
| Exchange Server URL             | Metro  | Location Color Coding                              |
| http://exchange.amrein.com      | Visible Appointments per Day                                   |  |
| Exchange Server Version         | 3  | <input type="checkbox"/> Hide Appointment Location |
| Exchange2010SP2                 | Calendar Height (pixel)  | <input type="checkbox"/> Hide Start Time           |
| Mailbox Calendar(s)             | 0  | <input type="checkbox"/> Hide End Time             |
| {uid}:AliceBlue;support:orange; | Calendar Width (pixel)   | Properties Template (Label:Placeh)                 |
| Public Folder Calendar(s)       | 800  | Organizer:Organizer;Body:Bod                       |
| Projects/Meeting Room:green     | Month View Entry Height (pixel)                                | <input type="checkbox"/> Suppress View Tabs        |
| Mail Domain                     | 34   | <input type="checkbox"/> Export to CSV             |
| amrein.com                      | <input checked="" type="checkbox"/> Allow Appointment Editing  | CSV Separator                                      |
| Windows Time Zone Name          | <input checked="" type="checkbox"/> Allow Appointment Deleting | ,  |
|                                 | Busy Type Colors   |  |
| Time Zone Offset (minutes)      | #555555;#BAF2F1;#0088FF;#E1                                    | Cache Retention Time (min.)                        |
| 0                               | Default View   | 0  |
| Work Day Start Hour             | Month  | License Key  |
| 8                               | Subject Color Coding   |  |
| Work Day End Hour               |  |  |
| 21                              | Location Color Coding  |  |
|                                 |  |  |

- **User ID:** enter the name of the Windows account under which the calendar data will be fetched from the Exchange server.
- **User Password:** enter the password of the above user account
- **Exchange Server URL:** enter the web domain name of your Exchange web frontend server (do also include the leading "http://" or "https://"). This typically is the same address as your Outlook Web Access (OWA) URL but without "/owa". **Please do NOT enter the trailing "/EWS" or the trailing "/OWA".**

Example:

<https://yourserver.com>

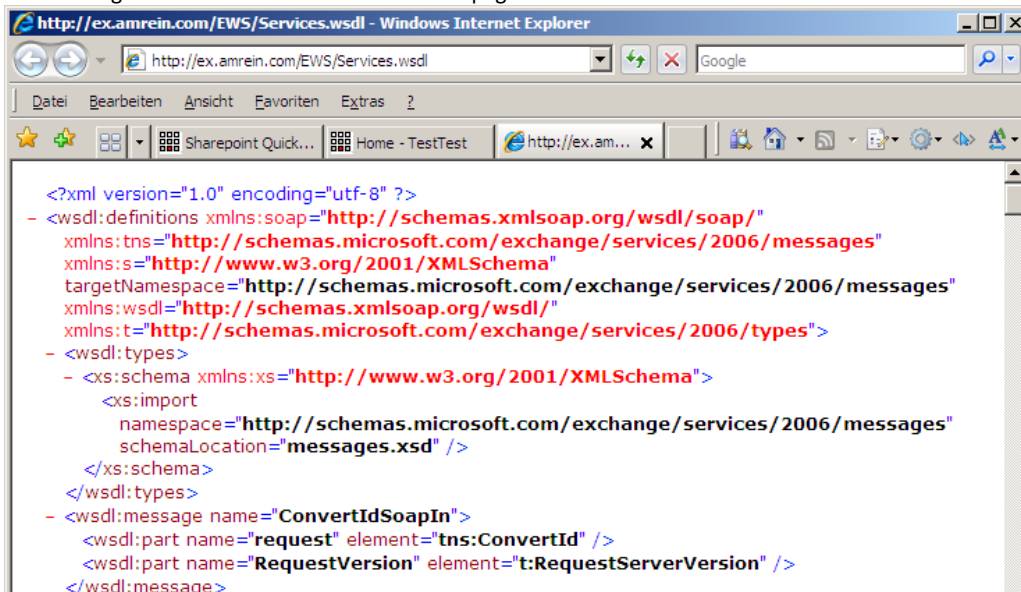
Examples with yourserver.yourdomain:

<https://yourserver.yourdomain.com>

You can **check the validity of the above URL** with your browser by entering e.g.

[http\(s\)://yourserver.com/EWS/Exchange.aspx](http(s)://yourserver.com/EWS/Exchange.aspx)

The Exchange Server should now return an XML page:



- **Exchange Server Version:** select the version of your Microsoft Exchange Server.
- **Mailbox Calendar(s):** enter the mailbox name(s) of the calendar(s) to be displayed (separate the names with semicolons). Use the {uid} placeholder to inject the current user's name. You can alternatively use a web part connection to select the mailbox calendar to be displayed.

Example:

**john;**{uid};Room707

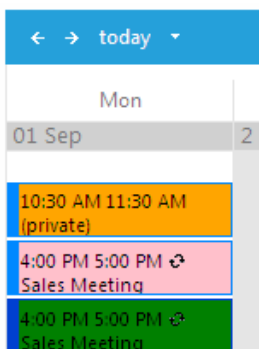
**Calendar Color Coding:**

You can optionally individually color the calendar entries for each calendar user by adding the desired color (preceded by a colon) to each mailbox name as follows:

Example:

**john:yellow;Room707:#CCFFCC;harry:red**

Enter either the HTML color names (as eg. "red" etc.) or use hexadecimal RRGGBB coding (as eg. "#CCFFCC")



- **Public Folder Calendar(s):** enter the public folder name(s) of the calendar(s) to be displayed (separate the names with semicolons). Optionally apply color coding as described above for the "Mailbox Calendars" setting. Examples:  
**Meeting Room 101**  
**Meeting Room 101:orange**
- **Mail Domain:** enter the domain name of your Exchange mail server. This typically corresponds with the part of your mail addresses right to the @ character.
- **Windows Time Zone Name:**

---

Enter the optional desired time zone if you want to adjust the event dates for a specific time zone.

Please use this link to look up the time zone names: <http://technet.microsoft.com/en-us/library/cc749073.aspx>

- **Time Zone Offset:** enter the optional desired time zone offset in minutes to shift all event dates by the specified amount.
- **Work Day Start Hour:** enter the Calendar Work Day Start Hour, as e.g. **7** or **8.5** (use military notation)
- **Work Day End Hour:** enter the Calendar Work Day Start Hour, as e.g. **17** or **18.5** (use military notation)
- **First Day Of Week:** select the first day of the week to be displayed in the calendar
- **Last Day Of Week:** select the last day of the week to be displayed in the calendar
- **Calendar Skin:** select one of the available calendar styles (skins).
- **Visible Appointments per Day:**  
Enter the number of calendar entries to be shown per day. If there are more entries, then a "more link" is displayed.
- **Calendar Height:** enter the desired calendar height in pixels (set to "0" for automatic adjustment).
- **Calendar Width:** enter the desired calendar width in pixels (set to "0" to use the available web part zone).
- **Month View Entry Height:**  
enter the desired "month View" calendar entry height in pixels (set to "0" for automatic adjustment ort to "34" to display two rows).
- **Allow Appointment Editing:** enable editing of appointments: Start, End, Subject, Location
- **Allow Appointment Deleting:** enable deleting of appointments.
- **Busy Type Colors:**  
Enter the desired Busy Type color codings (either as HTML color names or #RRGGBB values) in the following order:  
`free;tentative;busy;out of office.`  
The default values reflect the standard Microsoft Outlook color settings.
- **Default View:** choose the desired startup calendar view (Month, Week or Day)
- **Subject Color Coding:**  
allows you to optionally color code the events by subject.  
The web part checks if one of the words (or strings) defined in this setting are part of the "Subject" and applies the specified color if it finds a match.  
  
Example:  
**Sales=red;Accounting=orange;Private=yellow**  
  
this will produce the following color codes:  
**Sales** Meeting -> red  
Weekly **Sales** Team Meeting -> red  
**Private** Party -> yellow
- **Location Color Coding:**  
allows you to optionally color code the events by location.  
The web part checks if one of the words (or strings) defined in this setting are part of the "Location" and applies the specified color if it finds a match.

If you for example specify:

**Miami=red;New York=orange**

this will produce the following color codes:

Miami Office -> red

New York Office -> orange

- **Hide Appointment Location:** allows to show or hide the display of the appointment's location.
- **Hide Start Time:** allows to show or hide the display of the appointment's start time.
- **Hide End Time:** allows to show or hide the display of the appointment's end time.
- **Properties Template:**  
allows to customize the tooltip displayed when hovering over a calendar entry.

Format:

Label:Placeholder;Label:Placeholder;etc. (Placeholders: Body, Attendees, Organizer)

Example:

Organizer:Organizer;Attendees:Attendees;Message:Body

- **Suppress View Tabs:**  
shows or hides the calendar's "View" tabs (Day, Week, Month)
- **Export to CSV:**  
Show/hide the "Export" button for exporting the calendar items to Excel/CSV.
- **CSV Separator:**  
Enter the desired CSV field separator character (Default=Comma). Specify a semicolon in countries which use the comma as a decimal separator.
- **Cache Retention Time:**  
Enter the public folder cache retention time in minutes
- **Options:** enter additional settings as needed.
- **License Key:**  
enter your Product License Key (as supplied after purchase of the "Exchange Calendar Enterprise Web Part" license key). Leave this field empty if you are using the free 30 day evaluation version or if you choose one of the License Activation described below.

## License Activation

You have the following 3 options to enter your License Key:

1. Enter the License Key into the corresponding "License Key" field in the web part configuration pane (See Description above).

### 2. WSP Solution Deployment:

Add the **License.txt** file (as supplied by AMREIN ENGINEERING after having purchased a license) to the Solution at the following location:

```
c:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\16\template\features\AEXCalendarEnterpriseWebpart
```

### 3. Manual Deployment:

Add the License Key to your web.config (typically found at c:\inetpub\wwwroot\wss\virtualdirectories\80) **<appSettings>** section as follows:

```
<appSettings>
  .
  .
  <add key="AEEX" value="AEEX-x-xxxxx-xxxxx-xx-xx" />
</appSettings>
```

Replace the "x" characters with your actual key values.

Please note that this method requires you to manually add the key to each Sharepoint application.