

WebSonar User's Guide

Introduction:

Note: *Internet* and *intranet* are used interchangeably in this manual. *Sonar* refers to Sonar, Sonar Professional, or Sonar Image.

WebSonar for Windows combines a high-speed document archiving/retrieval system with a built-in web server, all in one easy to use package.

WebSonar allows users to dynamically publish information quickly and easily on the Internet by simply dropping their existing files into a folder.

Based on Virginia Systems' Sonar Professional search engine, WebSonar can search over 100,000 pages per second, displaying the full content and exact page numbers of all found occurrences.

Searching can be performed from any computer running a web browser. Clients on a local network or the Internet can be given permission to search, view, download and annotate your indexed documents.

WebSonar provides a complete document management solution on Windows. For larger, more demanding solutions, WebSonar works in conjunction with Virginia Systems' Sonar text retrieval and document imaging systems for either the Macintosh or Windows.

Overview:

Before any documents can be searched they must first be indexed. Indexing can be performed using either WebSonar for Windows or Sonar for the Macintosh or Windows.

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Copyright © 1997-2006 Virginia Systems. All rights reserved

WebSonar can index one folder full of documents. If you need to index multiple folders, you can purchase a multiple-user version of WebSonar, which includes the ability to index and search as many folders as you would like.

WebSonar is configured to allow a certain number of people to use the system at one time. Actually it has a fixed number of "slots" to keep track of all search commands. (One user can issue many different, concurrent, search commands.)

WebSonar assigns each new search command a slot. When all of the slots are full, WebSonar frees the oldest slot and assigns a new search command to that slot. (The oldest slot is the slot that has not been accessed in the longest time.) Each time the user looks at another page of a found document, looks at another occurrence, or performs any other WebSonar search command, their slot's last access time is updated.

Basically, if a user is not actively viewing the results of a search, WebSonar will eventually discard the search results, assuming that the user has left and no longer needs it. The longest that WebSonar retains any inactive search results is one hour. In the unlikely case that the user then tries to look at the search results from the reassigned slot, he will be given a message saying that the search results have been lost and to re-submit his search. By resubmitting the search again he can continue looking at the search results.

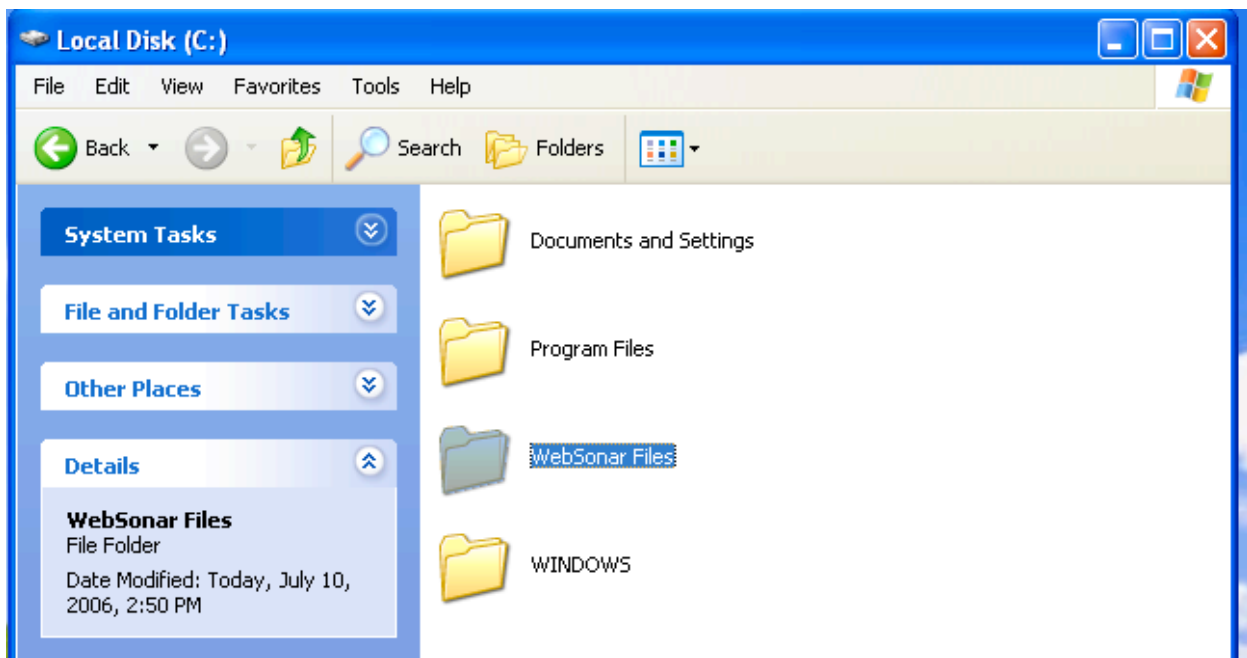
If WebSonar has not been purchased with a sufficient number of user/search slots to handle the actual number of concurrent search requests, then users will lose their search results quickly. This can be remedied by limiting the number of users that can access the site or by purchasing a larger user license for WebSonar by contacting Virginia Systems sales.

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Getting Started:

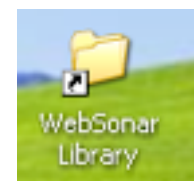
The Setup application installs the *WebSonar Files* folder on your Local Disk (C). This will be your root folder for the WebSonar web server.

DO NOT move or rename this directory or any of the included files or you will not be able to use WebSonar to search your documents!



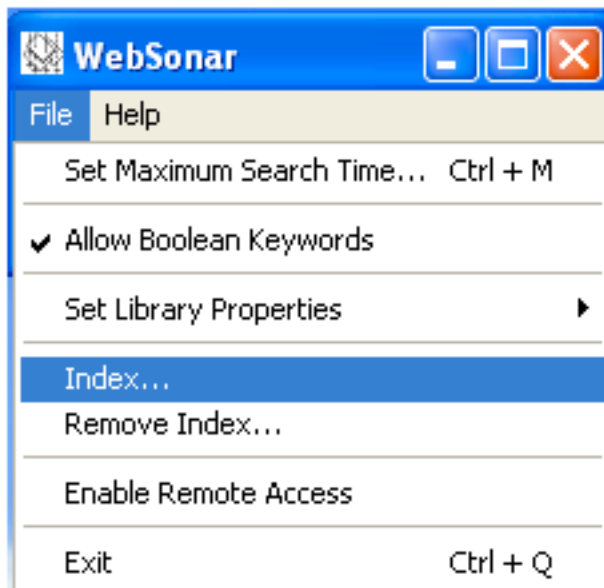
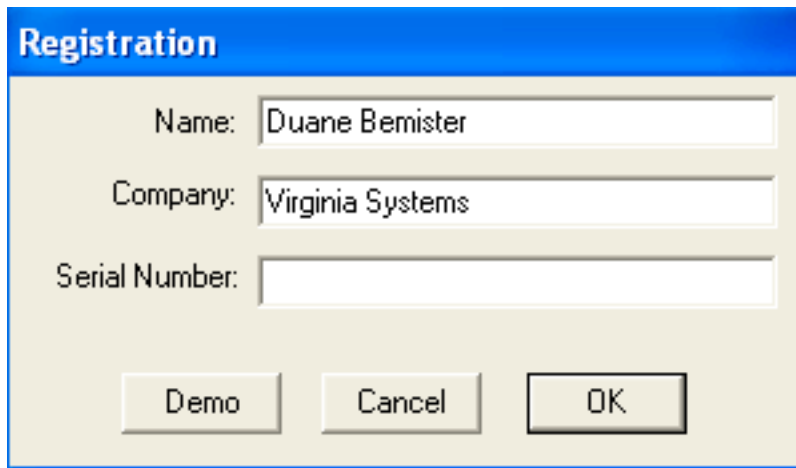
Step 1: Copy all the documents that you want included in your library to the Library folder located in the WebSonar Files folder.

There is a shortcut link to this folder on your Desktop. WebSonar can index .doc .pdf and .txt files. You can download a free PDF converter from <http://www.primopdf.com>



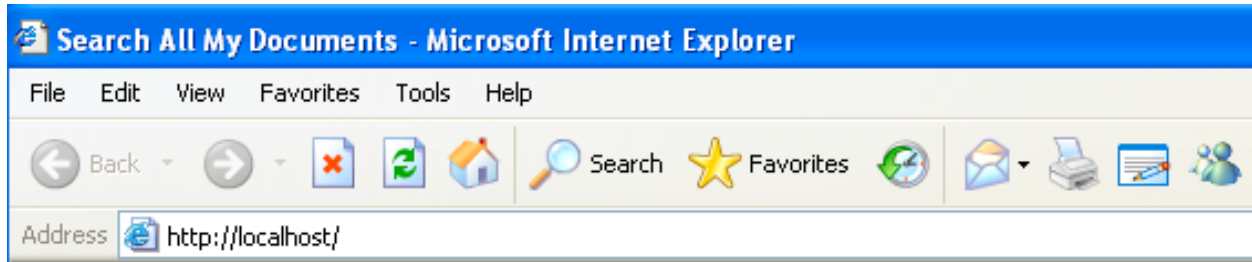
Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Step 2: Index your library. Launch WebSonar, complete the registration and then select Index under the File menu. **Indexing can take several minutes** depending on the number of documents. Wait for the *Index Complete* message to appear and click OK to dismiss the alert.



Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Step 3: Launch your web browser and link to <http://localhost> to search your documents. There is a shortcut on your desktop (Search all my Documents)



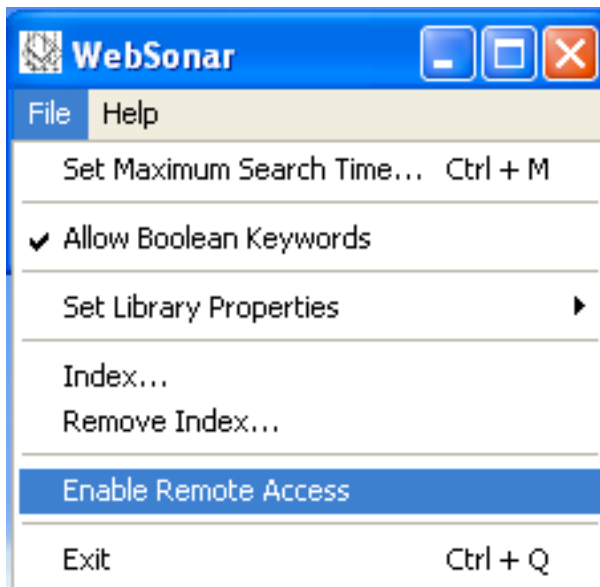
Every time you add, remove or edit any documents in your library you should reindex. Click the View Search Tips.. and View Notes Tips... links for additional instructions.



Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Remote Access:

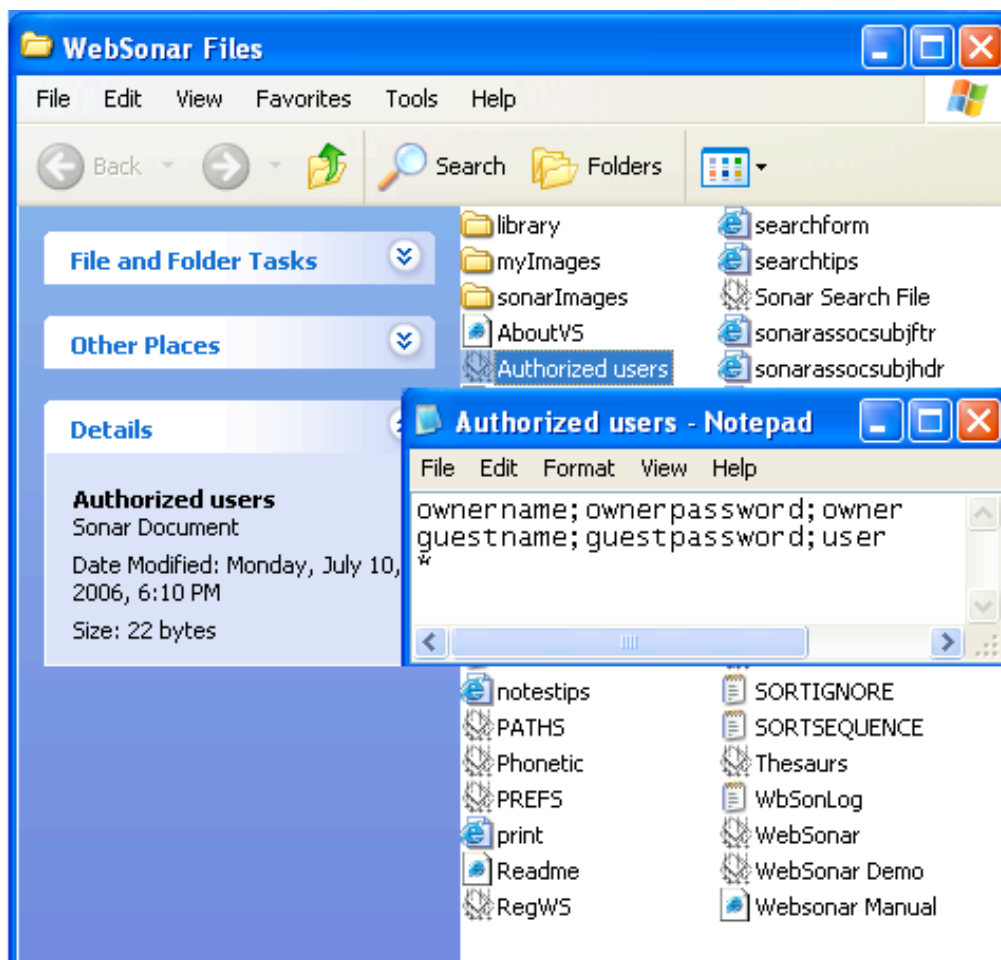
Remote users can access your documents by linking to your computer's IP Address if you have Enabled Remote Access in WebSonar. Note that this function is **not** available in Demo mode.



Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Authorized Users:

Remote access is controlled by text entries in the Authorized Users file. Open this file with NotePad to view or edit. Each line requires 3 fields separated with ";" The first field is the user name, the second field is the user password and the third field is the qualifier, either "user or "owner". The * allows unrestricted searching, but no administrative privileges, for all users accessing WebSonar from the local network or the Internet. WebSonar ships with one owner (ownername;ownerpassword;owner), one user (guestname;guestpassword;user) and the * already in the file. You can remove the * and/or change the owner and user information to restrict access if you decide to Enable Remote Access in WebSonar.



Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

Assigning Document Group Library Properties:

Each Document Group has eight properties that can be set from WebSonar's Set Library Properties Menu.

Set Library Properties

Library: mydocumentsall

Allow notes, read only (changes not allowed)

Show document information Date field User fields

Allow document information to be changed

Show full HTML documents

Activate email and URL addresses

Highlight search terms from current occurrence to end of document

Allow downloads, Button label:

Path Suffix

URL

Back to top button

Allow: Back to search form button

Neither

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

The following properties can be set by using WebSonar's Set Library Properties menu item.

1. Whether or not notes are to be displayed and whether or not they can be changed. If notes are to be displayed and can be changed, a "Notes" button appears at the top of each page, allowing the user to view, change and create new notes.
If notes cannot be changed, then a Notes button only appears at the top of pages that have existing notes. Regardless of the setting of this option, a Notes button will not appear following HTML documents if item #4, below, is selected.
2. Whether or not the date from the Document Information database is to be displayed. **Note:** The date the file was originally indexed is the default date that is stored in this field. If you are adding files on a sequential basis, then the client can use this information to search for documents added after a specified date. It is not necessary to display the field to use this feature.
3. Whether or not the WebSonar user can change the document information via a browser.
4. Whether HTML documents are to be displayed like any other document format or their content is passed directly to the client's browser and is not converted by WebSonar. Notes and Picture buttons, as well as search phrase highlighting, do not appear if this option is set.
5. Whether all e-mail and URLs will be activated so that a user can click on them and send an e-mail message or view a web page, respectively. This option works with any kind of document, not just HTML documents.

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

6. Whether all matching search words between the current occurrence and the end of the document are highlighted or just the words in the current occurrence.
7. Whether or not the **Download** button will be displayed and whether the button will serve the downloadable version of the current document or transfer the client to another web page
8. Whether a button to go back to the top of the page or a button to go back to the last search form should be displayed.

Error Messages:

If WebSonar encounters an error, it writes status information to the file "WebSonar Log File" in the *WebSonar Files* folder and quits. Once the log file has been read, it can be deleted. If the log file is not deleted, WebSonar will continue to add error messages to it.

The log file can be viewed remotely by sending the WebSonar a Log-Command like this: [http://www.myserver.com/WebSonar\\$LogCommand](http://www.myserver.com/WebSonar$LogCommand)

Each entry in the log file is prefixed with a time/date stamp. If appropriate, information about the active search command when the error occurred is also included. The order of the information in a log file entry is: Time, Date, (Search phrase, Library number, Index,) Path, *** Error information***

Items above in parenthesis are not always shown. The **Library number** is the position in Sonar's Folder List of the Folder List entry that was being searched, starting with 1. **Index** is the occurrence number that was being viewed. If the user were looking at occurrence 12 of 240, then **Index** would be 12.

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>

With this information, you can recreate the user's search exactly and then go to the same occurrence to see if the error is repeatable.

If there are questions about a message in the log file use our online support system to contact to submit a technical support request at:

<http://www.websonar.com/support.html>

Registered users can use our online support service available at:
<http://www.websonar.com/support.html>