

# AutoMerge Online Service Configuration for MS CRM 2013

Version 2013.3, December 2013

Online Service Configuration Guide (How to configure AutoMerge Online Service for MS CRM 2013)

The content of this document is subject to change without notice.

"Microsoft" and "Microsoft CRM" are registered trademarks of Microsoft Inc. All other product- and company names mentioned are trademarks of their respectful owners.



# Table of Contents

1	GENERAL INFORMATION	3
2	INTRODUCTION	3
2.1	Prerequisites	3
3	HOW TO START AUTOMERGE ONLINE SERVICE CONFIGURATION	4
3.1 3	First Step: CRM Connection Setup 1.1 CRM Connection Setup – Settings	4 4
		4
3.2 3	Second Step: Service Configuration 2.1 Service Configuration - Settings	7 7
		7
3.3 3	Third Step: Google Cloud Print (optional)         3.1       Google Cloud Print Overview	.13 .13
4	CONTACT	16



# 1 General Information

Before installing **AutoMerge Online Service Configuration for MS CRM 2013**, please read this document and follow the steps carefully.

# 2 Introduction

AutoMerge Online Service Configuration allows setting up your Server Installation online on <u>www.mscrm-addons.com</u>.

This new features main advantages:

- A local server is not required any more
- Precious storage space on your local server is saved
- All AutoMerge features (e.g. CreateDocument, AutoMerge Printing ...) are available, for more information, please <u>download</u> our AutoMerge User Guide
- The service is hosted and updated by our support-team

**NOTE**: If you already installed AutoMerge locally, please stop or uninstall the program in order to use AutoMerge Online Service appropriately. For more information, please read our <u>AutoMerge</u> <u>Installation Guide</u>.

#### 2.1 Prerequisites

Before starting to configure AutoMerge Online Service Configuration, please make sure that you have a valid AutoMerge support- and license contract. For more information please consult our <u>support</u> team.



# 3 How to start AutoMerge Online Service Configuration

To get to the new AutoMerge Online Service Configuration, please click <u>here</u>. The "AutoMerge Online Configuration" window appears:

l <b>ello supe</b> lere you h Your avail	eradmin nave the possibility to confi lable CRM connection pro	gure AutoMerge	for your CRM	organization.	Click <u>here</u> fo	r a quick tour.	Organization LIn	Usor		
MSCI	PMAddons Domo as a	https://mccrmad	donsdomo1	Oplino Off			organization on	User	meermadda	
	RiviAddons Denio as a	https://mscrmau	uonsuemo r					admin@	Inscrittaddol	····
+										Û
+ 🖌	lable service configuration	S								ē
+ /	lable service configuration Name	s Status	Job Type	Batch Size	Data (this	. Organizatio	n CRM	nutomorgato	Instance	

# 3.1 First Step: CRM Connection Setup

In the first step one or several CRM organization(s) have to be defined. This CRM connection profile is required to connect to your CRM organization and set up AutoMerge Service. You have to define a service for each user. (See screenshot above [First Step]).

**NOTE**: The user with which you are connecting must be in the system administrator role to set up AutoMerge.

#### 3.1.1 CRM Connection Setup – Settings

You	r available CRM connection pro	files				1
	Name	CRM	Туре	Organization Frie	Organization Uni	User
22	MSCRMAddons Demo as ad	https://mscrmaddonsdemo1	Online - Office	MSCRMAddons	mscrmaddonsde	admin@mscrmaddon
8	automergetest as admin@a	https://automergetest.crm4.d	Online - Office	automergetest	automergetest	admin@automergete
2	3					4
+	<i>*</i>					



#### **[1]** CRM connection profiles

Here you have an overview of your available CRM connection profiles. With a double-click on the profile you could edit your connection. If a profile is currently in use by an AutoMerge Service Configuration, you are only able to change the user credentials. You also have to select the same organization.

#### [2] Add a new CRM connection profile

You have to specify a valid CRM connection profile. Click on the '+'-sign to add a new CRM connection profile. See screenshot below:

Create CRM connection pro	file	3
You have to specify a valid CRM con AutoMerge.	nection profile. The user with which y	vou're connecting must be in the system administrator role to set up
Select your CRM Type		Online - Office 365 Online - Live ID IFD (hosted)
CRM URL		https://mscrmaddonsdemo17.crm4.dynamics.com
Credentials - You need to specify admin Username admin@mscrmaddonsde Retrieve Organizations Available Organizations	istrive user credentials mo17.onmicrosoft.	Password
Friendly name	Unique name	Service URL
SCRMAddons Demo	mscrmaddonsdemo17	mscrmaddonsdemo17
		Verify Connection & Save Profile

Within this window you can:

- select your CRM Type [Online Office 365], [Online Live ID] or [IFD (hosted)]
- type in your CRM URL
- and specify the administrative user credentials (username and password)

Click on [Retrieve Organizations] and confirm with [Verify Connection & Save Profile]. Following window appears:

Verify connectivity and permissions
Please DO NOT close this window or navigate away!!!
✓ Check connectivity <sup>■■</sup> Check permissions
Save CRM connection profile



#### [3] Modify the CRM connection profile

Click here to modify the CRM connection profile. You could also double-click the profile you would like to modify.

You have role to set up	e to specify a valid Cl AutoMerge.	RM connection profile. The us	er with which you're connecting must be in the system administrator
This CRM credentials.	A connection profile i You also have to sel	is currently in use by a AutoM ect the same organization.	rge Service Configuration. You're only able to change the user
elect your C	RM Type		Online - Office 365 Online - Live ID IFD (hosted)
RM URL			https://automergetest.crm4.dynamics.com
redentials	You need to specify	administrive user credentials	Password
Retrieve O	rganizations		
	name	Unique name	Service URL
Friendly			

If a connection profile is currently in use by an AutoMerge Service Configuration, you are only able to change the user credentials. You also have to select the same organization.

#### [4] Delete the CRM connection profile

In case you don't need your CRM connection profile anymore click here to delete it. If you try to delete a profile which is in use by an AutoMerge Service following window appears:



# 3.2 Second Step: Service Configuration

In the second step, the configured CRM connection profile can be used to set up the AutoMerge Service. This service will generate your documents and or print those through Google Cloud Print.

#### 3.2.1 Service Configuration - Settings

You	r availa	able se	rvice co	onfigura	tions								1
	ID	Name				Stat	tus	Job Type	Batch Size	Data (this	Organization	CRM	Instance
	5103	MySer	vice			Run	ning	Both	25	0 B	automergetest	https://automergete	https://aut
_			_										
2	3	4	5	6	7	8	2	) 10					11
+	1		*	<i>P</i>		0							

#### [1] Service Configuration

Here you have an overview of your configured AutoMerge Services. With a double-click on the configuration you could edit the service.

#### [2] Add a new AutoMerge Service

Click here to create a new AutoMerge Service. Please note that one user can be added to one service. E.g.: if user A has a service for one organization than user B cannot be added to the same organization. See screenshot below:

#### Create new AutoMerge Service

Service Name (could not be changed)	This must be a unique service name	1
Select your CRM connection profile	automergedemo as admin@automergedemo.onmicrosoft.con	n 🗸
Batch Size ?	25	*
Category ?	0	*
Job Type ?	Print Jobs Document Generation	Both
Use CRM integrated SharePoint 🔋		





- Batch Size: Count of service runs, before entering idle loop to limit CPU load.
- Category: Number category for priorization. Required when using multiple services. Default is 0.
- Job Type: Here you can specify which jobs should be processed by the service. 'Print Jobs' or 'Document Generation' or both.
- Use CRM integrated SharePoint: Enable this setting when the documents should be stored in the CRM Integrated SharePoint. Otherwise the documents will be stored as note attachments. Type in your SharePoint Credentials and click on [Save Service]. Following window appears:

AutoMerge Service Setup	×
▲ The AutoMerge Service Setup could take up to an hour or long During the setup your CRM performance decreases. Please do close this window or navigate away	ər. <b>) not</b>
Press OK to continue the setup	
Ok	cel

While the service setup is running following window appears:

<ul> <li>This could take up to an hour or longer.</li> <li>Please DO NOT close this window or navigate away!!!</li> <li>Check connectivity</li> <li>Check permissions</li> <li>Import General Solution</li> <li>Apply general security role</li> <li>Import DocumentsCorePack solution</li> <li>Apply DocumentsCorePack solution</li> <li>Create DocumentsCorePack settings</li> <li>Import AutoMerge Solution</li> <li>Create AutoMerge settings</li> <li>Setup &amp; start service</li> </ul>	Saving service
<ul> <li>Please DO NOT close this window or navigate away!!!</li> <li>Check connectivity</li> <li>Check permissions</li> <li>Import General Solution</li> <li>Apply general security role</li> <li>Import DocumentsCorePack solution</li> <li>Apply DocumentsCorePack role</li> <li>Create DocumentsCorePack settings</li> <li>Import AutoMerge Solution</li> <li>Create AutoMerge settings</li> <li>Setup &amp; start service</li> </ul>	This could take up to an hour or longer.
<ul> <li>Check connectivity</li> <li>Check permissions</li> <li>Import General Solution</li> <li>Apply general security role</li> <li>Import DocumentsCorePack solution</li> <li>Apply DocumentsCorePack role</li> <li>Create DocumentsCorePack settings</li> <li>Import AutoMerge Solution</li> <li>Create AutoMerge settings</li> <li>Setup &amp; start service</li> </ul>	Please DO NOT close this window or navigate away!!!
Create Automerge settings Setup & start service	<ul> <li>Check connectivity</li> <li>Check permissions</li> <li>Import General Solution</li> <li>Apply general security role</li> <li>Import DocumentsCorePack solution</li> <li>Apply DocumentsCorePack role</li> <li>Create DocumentsCorePack settings</li> <li>Import AutoMerge Solution</li> </ul>
	Setup & start service



Once finishing service configuration, following window appears:

Service Configuration Completed	×
We're finished setting up AutoMerge for your CRM Organization.	-
Next Steps	
Advanced AutoMerge Configuration     Opens the configuration within your CRM for advanced configuration steps	
<ul> <li>License Status         AutoMerge comes with a 14 days trial. Here you could check the license status and/or         install a license.</li> </ul>	
<ul> <li><u>Google Cloud Print Configuration</u> If you want to print your documents, open the Google Cloud Print Configuration to configure your printer(s).</li> </ul>	
<ul> <li><u>DocumentsCorePack Client</u></li> <li>You will require DocumentsCorePack Client to create your templates which will be then used by AutoMerge to generate your documents.</li> </ul>	=
<u>Create Document Button</u>	
🎒 CREATE DOCUMENT	
You'll find this button on all your entities within CRM. This button provides an easy way to generate documents on demand without the need of Word / DCP. You're able to preview the document, print it, attach it to an email, etc.	
These and other configurations could be accessed when you select your service in the list and use the buttons below. You could also take the tour to get an overview of all functionalities.	
When you need additional help, don't hesitate to contact us via - E-mail: <u>support@mscrm-addons.com</u> or	-
Ok	

Click on [Ok] to continue.

#### [3] Modify the AutoMerge Service

Click here to modify the AutoMerge Service Settings. You could also double-click the service you would like to modify.

#### [4] Google Cloud Printing (optional)

When you have created your CRM Connection Profile, you could create your Google Cloud Print AutoMerge Configurations to print the generated documents. Please ensure that you have already configured your Google Cloud Printers in the <u>Google Portal</u>. For more information see <u>chapter 3.3</u>.

#### [5] Open the advanced AutoMerge Configuration within CRM

Click here to open the advanced AutoMerge Configuration within your CRM. Or open the AutoMergeServerCoreSolution within your CRM.

#### [6] View & Install the license

Here you could view and install the license for AutoMerge and DocumentsCorePack for MS CRM 2013. For installing the license please switch to the required tab (AutoMerge or DocumentsCorePack). AutoMerge comes with an unlimited 14 days trial license. The DocumentsCorePack trial is valid as long as the AutoMerge trial is valid. General information about licensing can be found on <u>www.mscrm-addons.com</u>. See next screenshot:



utoMerge	DocumentsCorePack		
	Licenseinfo	for AutoMerge for MS CRM 2013	
	Licenseinformation	Systemvalue	Status
	Licensemodel		0
	Licensekey (Trial)		0
	Licenseinformation	Systemvalue	Status
	Licenseinformation BusinessUnit	Systemvalue automergedemo	Status
	Licenseinformation BusinessUnit Number of site licenses	Systemvalue automergedemo 1	Status
Lic	Licenseinformation BusinessUnit Number of site licenses enses for Readonly Users	Systemvalue automergedemo 1 0	Status
Lic	Licenseinformation BusinessUnit Number of site licenses enses for Readonly Users Expiration	Systemvalue automergedemo 1 0 12/17/2013 12:06:50 PM (13 days left)	Status
Lic	Licenseinformation BusinessUnit Number of site licenses enses for Readonly Users Expiration Support	Systemvalue automergedemo 1 0 12/17/2013 12:06:50 PM (13 days left)	Status
Lic	Licenseinformation BusinessUnit Number of site licenses :enses for Readonly Users Expiration Support Issued product resion ungrade covered till	Systemvalue automergedemo 1 0 12/17/2013 12:06:50 PM (13 days left) AutoMerge 1/1/0001 12:00:00 AM	Status V C C C C C C C C C C C C C
Lic	Licenseinformation BusinessUnit Number of site licenses enses for Readonly Users Expiration Support Issued product ersion upgrade covered till	Systemvalue           automergedemo           1           0           12/17/2013 12:06:50 PM (13 days left)           AutoMerge           1/1/0001 12:00:00 AM	Status

Screenshot above: The license key for AutoMerge will be installed and activated by our support-team. The license key for DocumentsCorePack can be installed when switching to the DocumentsCorePack-tab.

#### [7] View service logs

With a click here, you could see the service logs, and the processed documents and failures. When the service could not be started, you will find the reason within these logs. With a double-click in the row you can see the service log details. See next screenshot.

Service Logs	ſ	×	
Here you could see the la	atest 250 + o event log entries of your service MyService. Double-click the row to see details	Service Log Detail 2_MyService batch report	<u> </u>
Time	Message	TotalDocuments since service started : 0	
0 2013-09-18 00:09	2_MyService batch report TotalDocuments since service started : 0 ProcessedBytes since service starte	ProcessedBytes since service started : 0	
0 2013-09-18 00:09	2_MyService entering idle loop	RUNTIME SUMMARY	
0 2013-09-17 12:09	2_MyService batch report TotalDocuments since service started : 0 ProcessedBytes since service starte	Document Batch: 1 items, min: 6516ms , max: 6516ms , avg : 6516ms	
0 2013-09-17 12:09	2_MyService entering idle loop	TotalRuntime: 6516.6582	
		QueryRuntimes : Retrieve Documents to generate: 1 items, min: 6516ms , max: 6516ms , avg : 6516.0582 DocumentRuntimes : TotalRuntime: 0 Document Success Runtimes : TotalRuntime: 0 Document Error Runtimes : TotalRuntime: 0	~
		< >	
		Close	



#### [8] View version information

Here you will see the current version information. See if you are up to date and if not, update if you want. See screenshot below:

Version Information	
<ol> <li>Your installation is up to date.</li> </ol>	
Latest available version	2013.3
Installed version	2013.3
AutoMergeServerCore Solution Version	2013.3
MSCRMADDONScomGeneral Solution Version	2013.9
Reinstall	/Upgrade

**[9]** Start & Stop the service You could start and stop the service here.

#### [10] Open Data Usage Report

Here you could see a report of your monthly used data volume. See screenshot below:

Data L	Jsage Repo	ort	
Here you	have a complet	e renort of your data usage of your service <b>MyService</b>	]
There you	Month	Data Usage	
E Year: 2	2013 (3 Months)		
	July	366.776 KB	
	August	63.004 KB	
	September	42.488 KB	
		Total: 472.269 KB (Average: 39.356 KB per month)	
		Close	



#### **[11]** Delete the AutoMerge Service

Click here in case you want to delete your service. Following window appears:

Delete Service ×
▲ Do you really want to delete the selected AutoMerge Service Configuration?
This step will delete
The Service Configuration     The AutoMerge Service
This step will not delete
CRM Solution: MSCRMADDONScomGeneral     CRM Solution: DocumentsCorePackServerCore     CRM Solution: AutoMergeServerCore     AutoMerge & DocumentsCorePack Settings
For complete uninstall of AutoMerge the solutions listed above have to be deleted manually
Press Delete to continue or Cancel to cancel
Delete Cancel

This step will **delete the Service Configuration and the AutoMerge Service**. This step will **not delete:** 

- CRM Solution: MSCRMADDONScomGeneral
- CRM Solution: DocumentsCorePackServerCore
- CRM Solution: AutoMergeServerCore
- AutoMerge & DocumentsCorePack Settings

For complete uninstall of AutoMerge the solutions listed above have to be deleted manually. Press [Delete] to continue or [Cancel] to cancel.



# 3.3 Third Step: Google Cloud Print (optional)

When you have created your CRM Connection Profile, you could create your Google Cloud Print AutoMerge Configurations to print the generated documents.

Before you can use this feature you have to add and configure printers to your google-account. You can connect any number of printers that you like to Google Cloud Print. Please read detailed information about Google Cloud Print before using AutoMerge Online Service Configuration.

http://www.google.at/cloudprint/learn/ https://developers.google.com/cloud-print/

#### 3.3.1 Google Cloud Print Overview

The screenshot below shows an overview of available printers, added to a Google Cloud Print account. First you have to add printers to your Google account. (See screenshot below).



After added successfully Printers to your Google account (see screenshot above) you can start with the configuration.



Configure Google Cloud Printer Configuration	26
Configuration Name	mscrm addons test google cloud printer
Google Account	
Username ivan@mscrm-addons.com ×	
Get available printers	
	Save Configuration Print Test Page

In this window Google Cloud Printers can be added to your account. Type in your credentials and click on [Get available printers]. This action will open following window:

	AutoMerge for MS CRM -	
This ap	op would like to:	
8 м	anage your printers	8
g vi	ew your email address	6
g vi	ew basic information about your account	8
AutoMerge accordance	e for MS CRM and Google will use this information in we with their respective terms of service and privacy policies Cancel Accep	s. .t



Click on [Accept] to continue. See screenshot below:

Configure Google Cloud Printer Configu	ration		
Configuration Name		mscrm addons test google cloud printer	^
Google Account			
Username office@mscrm-addons.com			
Get available printers			
Available Printers		HP Universal Printing PCL 6	
Printer Settings ?			
Anzahl der Exemplare	✓ Use Default	1	
Auflösung	✓ Use Default	600 x 600 dpi 🗸	
Ausgabefach	✓ Use Default	Autom. Auswahl 🗸	
Ausrichtung	☑ Use Default	Hochformat -	
Ausrichtung um 180 Grad gedreht	✓ Use Default	Aus	~
		Save Configuration Print Test Page	

Within this window the printer settings can be defined. Print a test page to verify that your settings are correct. If your test print was successful, following window appears:

Information	х
Print Job submitted successfully. Please check your printer.	
Ok	

If no test page is printed out, please open your Google Cloud Print account, go to "Print Jobs" and check the print status. See next screenshot:

Google Jin Yan 🏚 +		
Cloud Print (beta)	Delete Details C	1–3 of 3 < >
PRINT	Cloud Print test page HP Officejet Pro 251dw Printer	2:33 PM Printed
Print Jobs	Cloud Print test page	2:30 PM In progress
Printers	Cloud Print test page	2:28 PM Error
Google Cloud Print Home		
Add a Cloud-Ready Printer		
Add a Classic Printer		



## 4 Contact

If you have questions to the product send an email to <u>support@mscrm-addons.com</u> or visit our blog <u>http://blogs.mscrm-addons.com</u>

PTM EDV-Systeme GmbH Bahnhofgürtel 59 A-8020 Graz, Austria

Tel US +1 404.720.6066 Tel Austria +43 316 680-880-0 Fax +43 316 680-880-25 <u>www.ptm-edv.at</u> <u>www.mscrm-addons.com</u>