

ArchiOffice/EngineerOffice Installation Preparation

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Please read these instructions carefully. If you are not prepared for your installation session, you will be rescheduled and charged a rescheduling fee for this service.

1. ArchiOffice/EngineerOffice 2016 must be hosted on a server or workstation that meets our minimum requirements. If using a workstation and having more than 5 users, we recommend a dedicated machine hosting only ArchiOffice/EngineerOffice. In addition, if you choose to use a client operating system on either a server or workstation, such as Windows 8 Professional, please note there might be IIS connection limitations if you have more than 10 users. Windows 8 allows 10 concurrent connections (this is a restriction by Microsoft).
2. Confirm your server (host) computer meets the minimum requirements for ArchiOffice/EngineerOffice 2016. See [System Requirements](#) for details.
3. *If ArchiOffice/EngineerOffice is to be hosted on a server:* Our BQE Consultant will need to connect to your client workstation with a remote desktop connection to the server. Therefore, before your scheduled installation session, please make sure you are able to perform a remote desktop connection to your server.

If ArchiOffice/EngineerOffice is to be hosted on a workstation: Our BQE Consultant will establish a remote connection directly to your workstation.

4. The server must have an internal static IP address.
5. The server that will host ArchiOffice/EngineerOffice on it should have UAC (User Access Control) **TURNED OFF**(this will require a restart) or turned down, if you are running Windows Server, Windows Vista, Windows 7 or Windows 8.
6. An Internet connection is required for remote access to your computer so our BQE Consultant can perform the installation.
7. Log in as a local *administrator*.
8. *MAC users:* If you do not plan on purchasing a computer (PC) for your ArchiOffice/EngineerOffice 2016 server, please note that you must use VMWare Fusion to create a virtualized workstation (*see the [Set up Mac for ArchiOffice/EngineerOffice](#) whitepaper for more*). Memory for your Mac has to be at least 6 GB (2 GB for Mac OSX and 4 GB for the Windows VM).
9. Prior to your scheduled installation, download the necessary SQL and ArchiOffice/EngineerOffice 2016 installation files from the following location (please download but **do not** run them. These will be installed during the scheduled session). Note the BQE Consultant can download a different edition of SQL Server Express based on your machine's hardware and software configuration.

Download Links for New ArchiOffice/EngineerOffice Users:

[Download SQL Server Express 2008 R2 SP2 \(with management tools\) on a 64-bit system.](#)

[Download SQL Server Express 2008 R2 SP2 \(with management tools\) on a 32-bit system.](#)

Download ArchiOffice/EngineerOffice 2016 on a Windows Operating System:

- [ArchiOffice](#)
- [EngineerOffice](#)

Please check the guide for more on getting started in ArchiOffice/EngineerOffice:

- [ArchiOffice Getting Started Guide 2016](#)
- [EngineerOffice Getting Started Guide 2016](#)



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