

# Important information on installation and uninstallation

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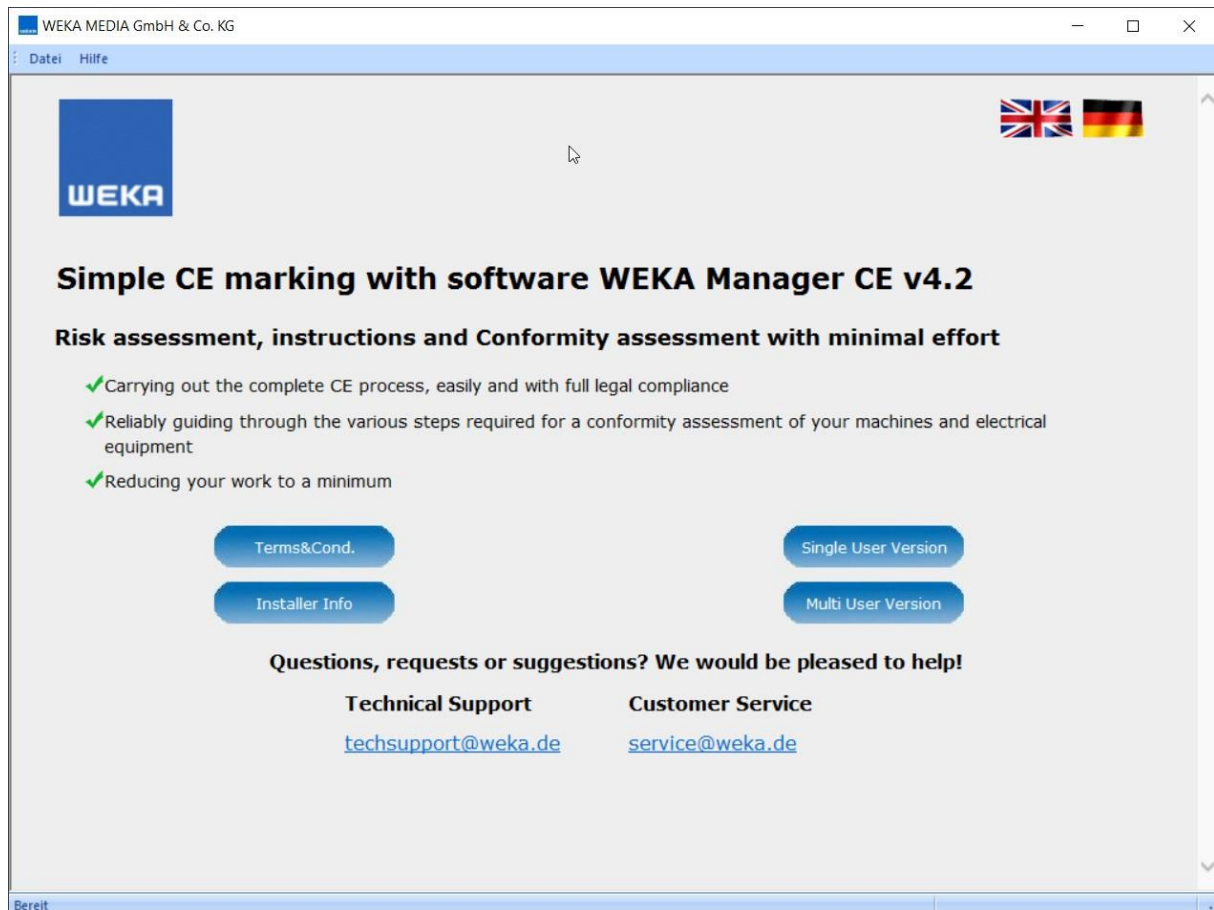
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## 1. Installation

The following description is based on Microsoft Windows 10 and explains the necessary steps for the installation of the WEKA Manager CE software. The steps may deviate for other operating systems.



### System requirements

#### Hardware

- PC with current processor generation
- Main memory: at least 2 GB free RAM
- Storage space: at least 2 GB free hard disk space
- DVD drive
- Monitor: full HD (at least 1920 x 1024 screen resolution)

#### Single-user station/network client

- Microsoft Windows 10 64bit
- Microsoft Windows 11 64bit

#### Server

- Microsoft Windows Server 2012 R2 64bit
- Microsoft Windows Server 2016 64bit
- Microsoft Windows Server 2019 64bit

### **Single-user version**

Press the “Single User Version” button to start installing the WEKA Manager CE software. The software is fully functional initially; after the test period expires, it falls back into a mode with limited functions. Until then you can work with the software without limits. Subsequently, some functions are no longer available to you.

After licensing, you can use the software and the covered projects again to their full extent. You will find detailed licensing information in the software's license dialogue under the <Info> button.

The default directory for installation is <Program Files>\WEKA\Manager CE, however you can also install in a directory of your choice. The single-user version is installed locally on a workstation computer and is available exclusively at this workplace.

### **Multi-user version**

Press the “Multi User Version” button to start installing the WEKA Manager CE multi-user version software. The software is fully functional initially; after the test period expires, the software falls back into a mode with limited functions. Until then you can work with the software without limits. Subsequently, some functions are no longer available to you.

After licensing, you can use the software and the covered projects again to their full extent. You will find detailed licensing information in the software's license dialogue under the <Info> button.

Installation takes place in the <Program Files>\WEKA\ Manager CE multi-user version directory by default. The multi-user version is installed in a company-internal network on one computer defined as the server with additional client versions on each workstation. The multi-user version makes it possible for different users to access a common set of projects and data from their own workstations. The projects can be accessed by all users depending on their access rights. Access rights are administered by a user management interface.

### **Use of Microsoft Word as of version 2013 in Manager CE (single-user or multi-user version)**

To create and edit Word documents, such as certification documentation, declarations of conformity, it is necessary to select a trustworthy storage location for Word.

You can specify a “trustworthy storage location” for example in:

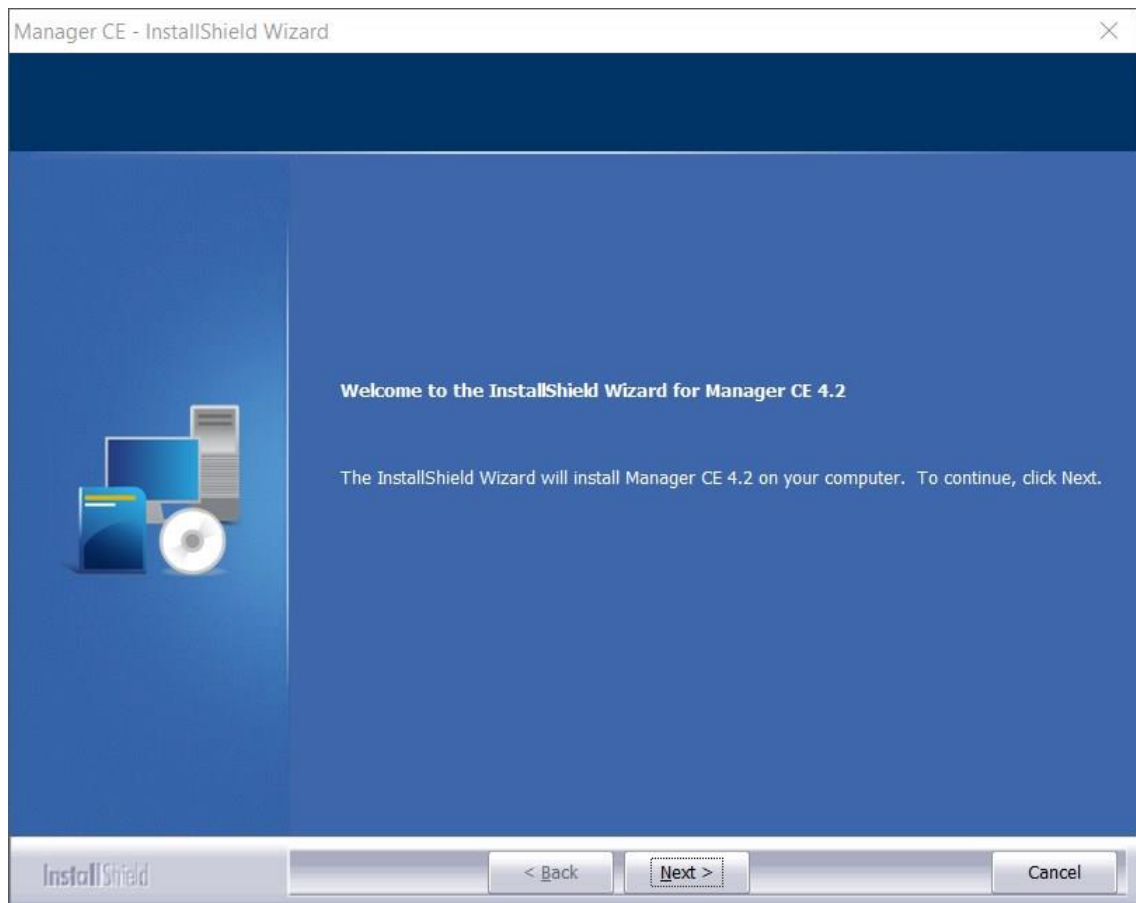
- Microsoft Word 2013, 2016, 2019 under file
- Word Options
- Trust Centre
- Trust Centre Settings
- “Trustworthy storage locations”.

## 1.1 Installation of the single-user version

### 1.1.1 Installation on a single-user station

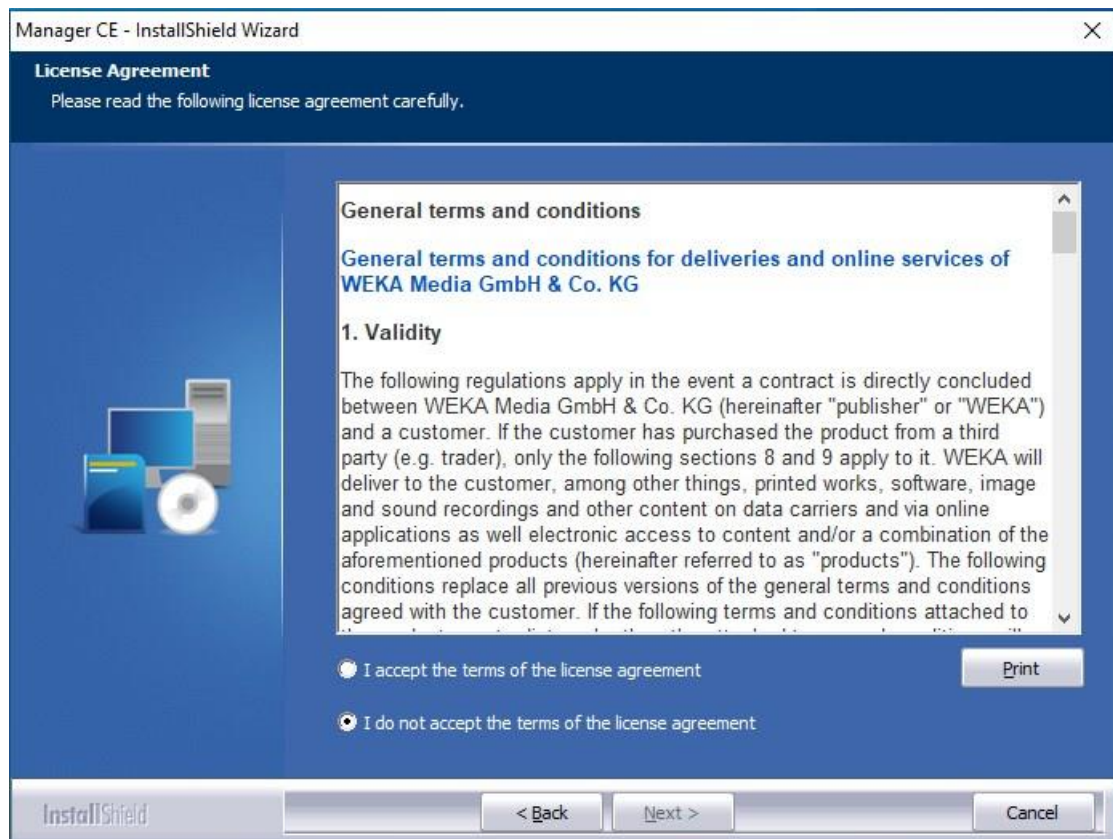
#### 1. Start the setup

Select the “Single-user version” to start the installation wizard.



## 2. License agreement

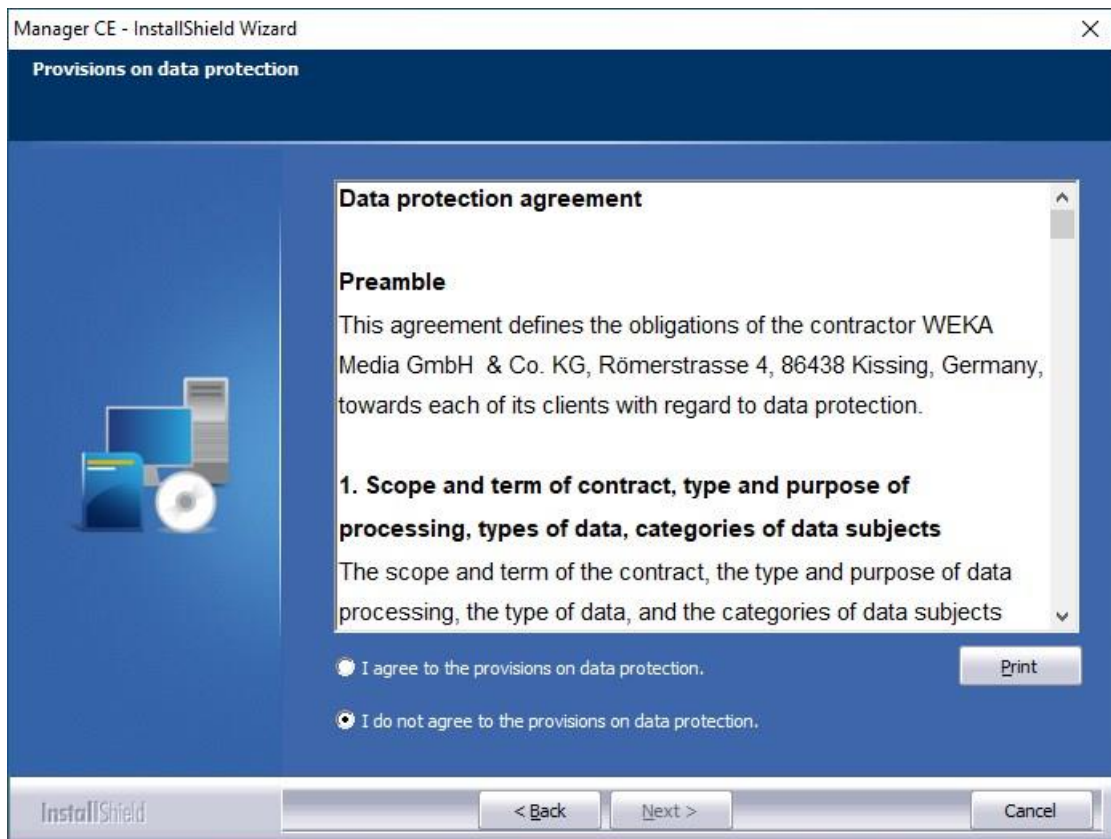
The **license agreement** appears when you click “Next”. Carefully read through the agreement and then accept the terms under the text window.



Please note that acceptance is absolutely necessary in order for the setup to continue.

### 3. Data protection agreement

The **data protection agreement** appears when you click “Next”. Carefully read through the agreement and then accept the terms under the text window.

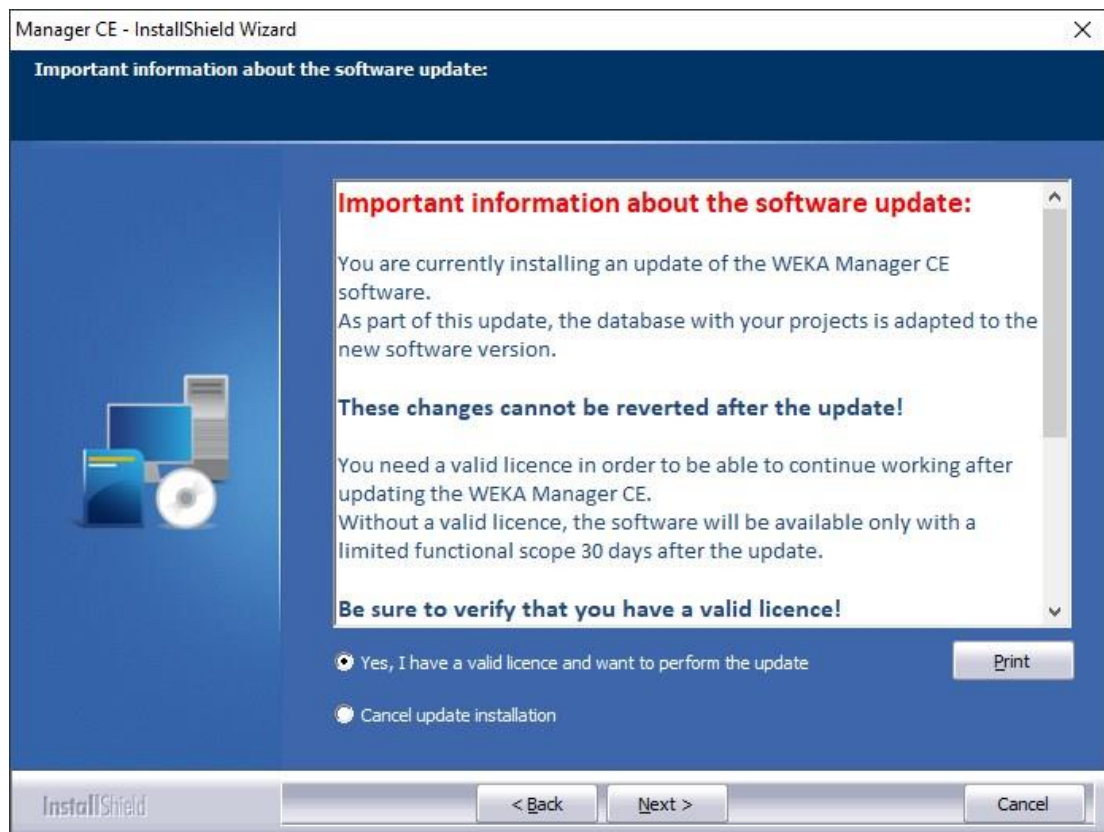


Please note that acceptance is absolutely necessary in order for the setup to continue.

#### 4. Important note for updating the software

When you click “Next” the **important note for updating the software** appears. Carefully read through this agreement and then accept the terms under the text window.

**Note:** This dialogue is only displayed during an update.

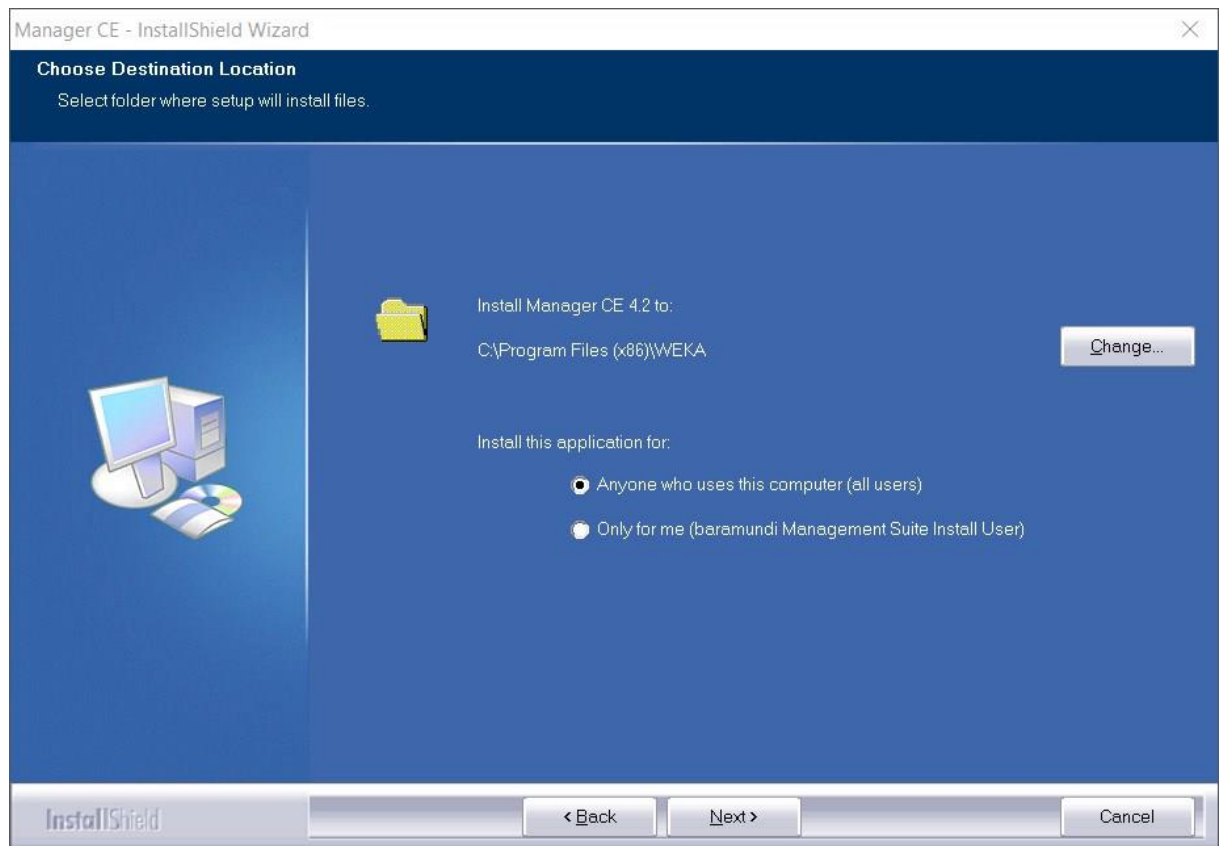


Please note that acceptance is absolutely necessary in order for the setup to continue.



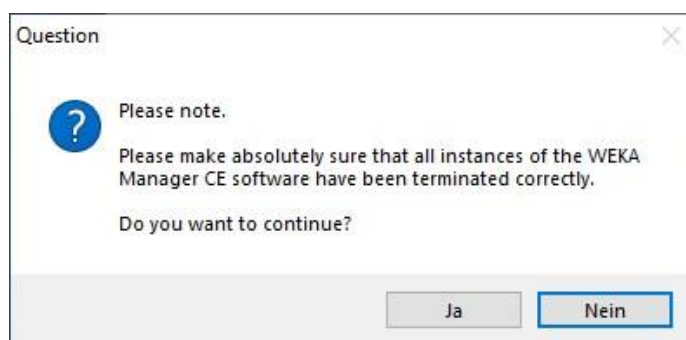
## 5. Selecting the installation paths and the program directories

Specify the program path here. Ideally, you should use the specified default paths (recommended).



## 6. Note on terminating the WEKA Manager CE software

Before beginning the installation, you can check here one last time to ensure that all instances of the ManagerCE.exe program have been terminated correctly. Click <No> if you are not sure. Up until this point no changes have been made to your system. Following a check, you can start the setup once again.



The required program files, the WEKA Update Centre, and, if needed, the database system are now installed on your computer.

You can also start the SISTEMA software from the WEKA Manager CE setup. SISTEMA is a software program from the Institute for Occupational Safety and Health (Institut für Arbeitsschutz der DGUV (IFA)) and is distributed by them free of charge. This setup is offered during an update if the software has not yet been installed or a newer version is available.

You can choose to update the sample projects during a new installation as well as during an update installation. It is not necessary to update the sample projects in order to run WEKA Manager CE. We recommend a renewal because every new version of the WEKA Manager CE can contain modifications to the existing sample projects and also new sample projects.

The installation wizard finally announces the completion of the setup.

## 1.2 Installation of the multi-user version

The multi-user version is installed as a client-server application in a company-internal network. The multi-user version makes it possible for different users to access a common set of projects and data from their own workstation (client). The projects can be accessed by all users.

### 1.2.1 Existing network

Make sure that you have an existing network; otherwise, a connection cannot be established between the server and the clients (peer-to-peer is also possible).

Advantages of the multi-user version:

- Joint, professional processing of projects is enabled by the multi-user version.
- Employees each access the common database from their own workstation.
- The time-consuming exchange of data and projects is no longer necessary.
- The latest version of the data is available for all persons involved.

**Note:** The installation in a network should be carried out by a network administrator who manages the network and can also assign rights to specific directories.

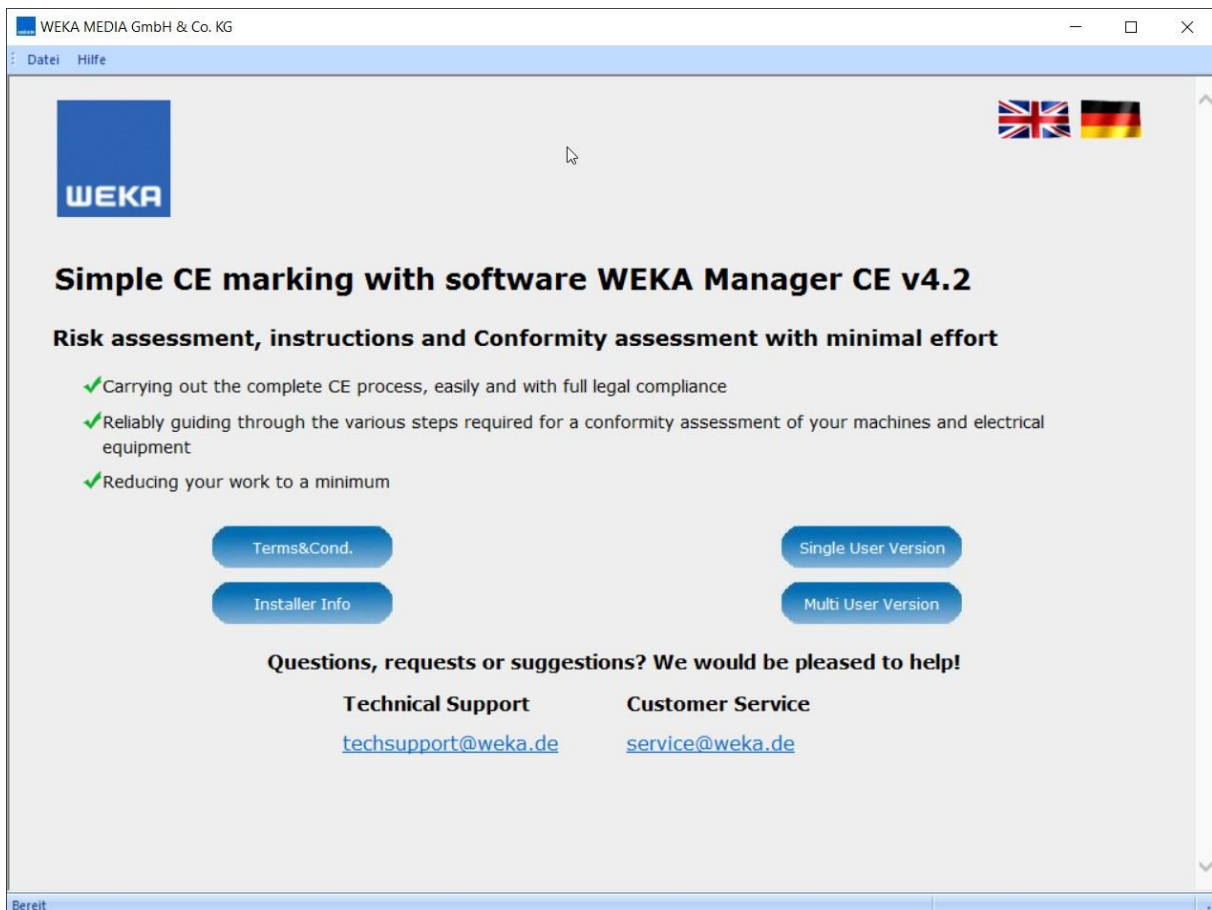
The following installation instructions describe the necessary administrative tasks for running the program based on Microsoft Windows 10 as an example.

## 1.2.2 Installation on the server

Carry out the server installation as well as later update installations directly on the server (the PC on which the databases are to be stored). Information on client installation can be found in Chapter 1.2.4. Perform the following steps:

### 1. Start the setup

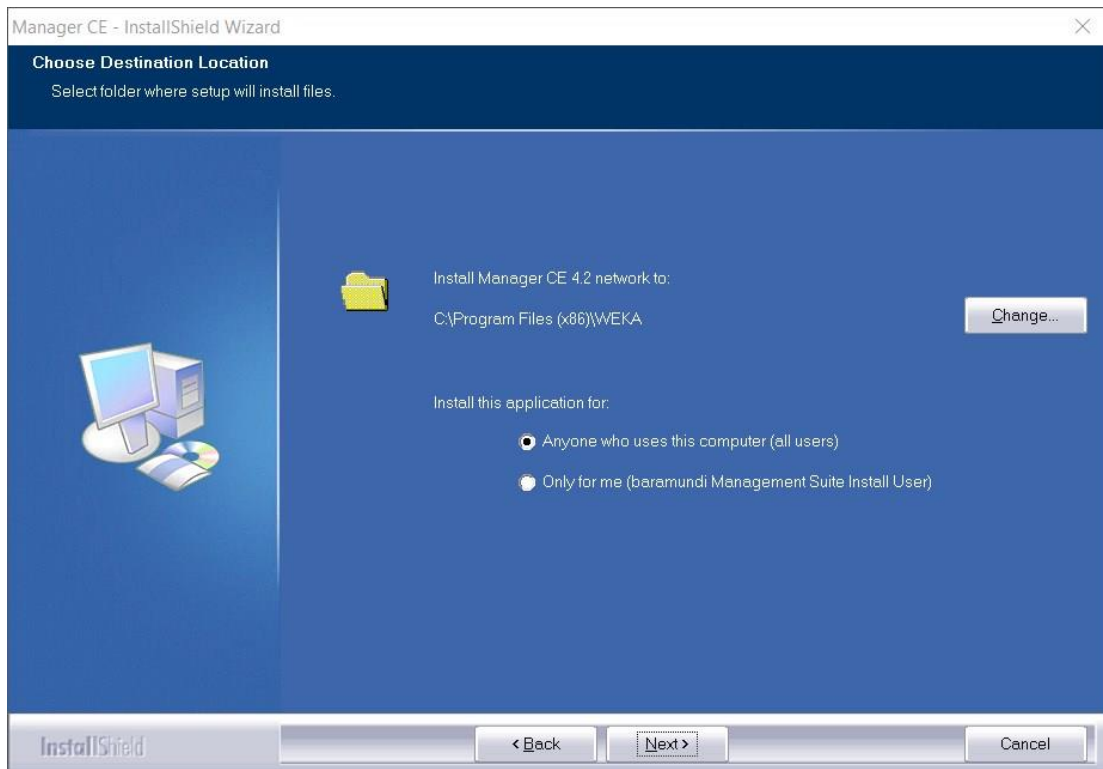
Select “Multi User Version”.



2. License agreement (see Chapter 1.1.1)
3. Data protection agreement (see Chapter 1.1.1)
4. Important note on updating the software (see Chapter 1.1.1)

## 5. Select the installation paths and program directories

Specify program paths. Ideally, you should use the specified default paths (recommended).



The required program files and if needed the database system are now installed on the server. The installation wizard indicates when this is finished.

### 1.2.3 Directory sharing and network settings

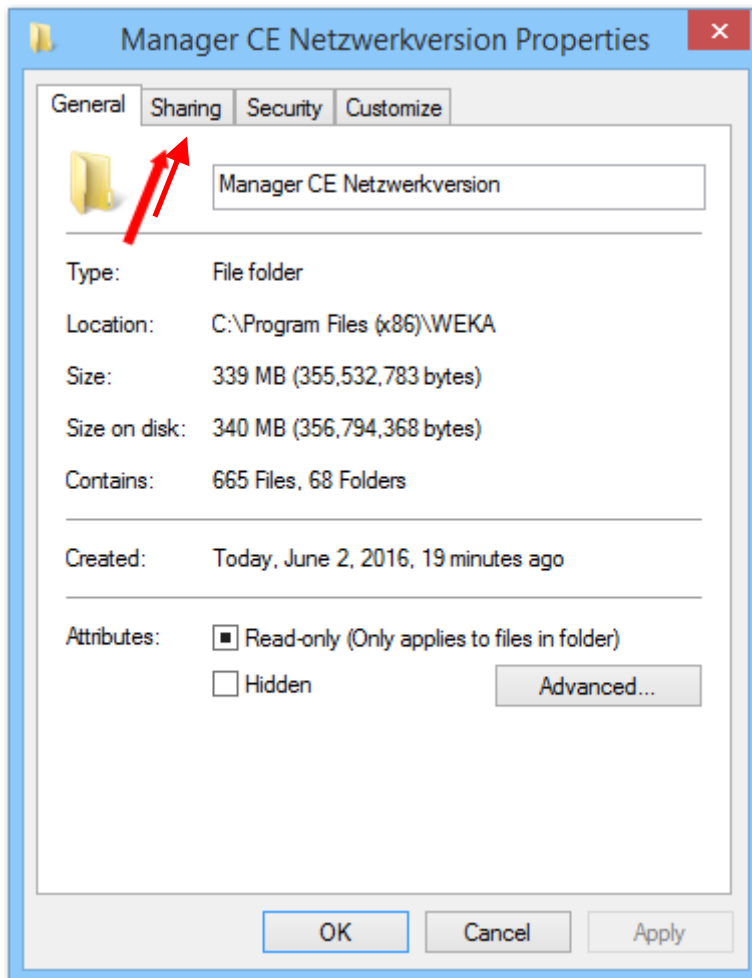
Following completion of the installation, the program directory needs to be shared on the server to ensure access by the clients. If the default installation is used, the directory to be shared is:

**C:\Program Files\WEKA\Manager CE Netzwerkversion** for 32-bit systems or

**C:\Program Files (x86)\WEKA\Manager CE Netzwerkversion** for 64-bit systems

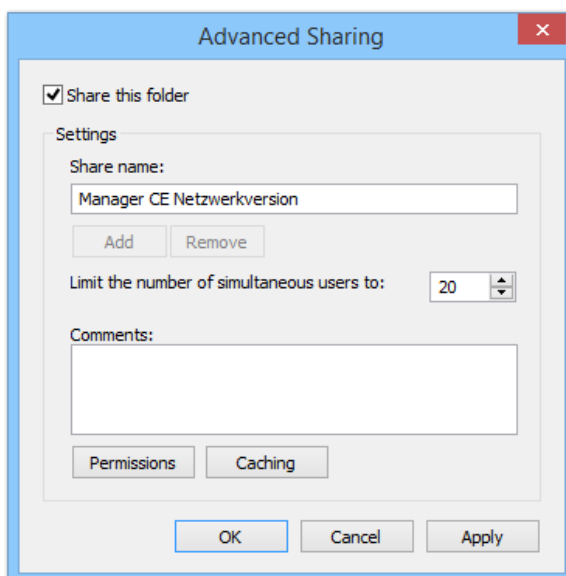
#### Setting up general sharing for the directory

In Windows Explorer, right-click on the installation directory and select "Properties".



Select the “Sharing” tab and enable “Share this folder” and if desired assign a new share name.

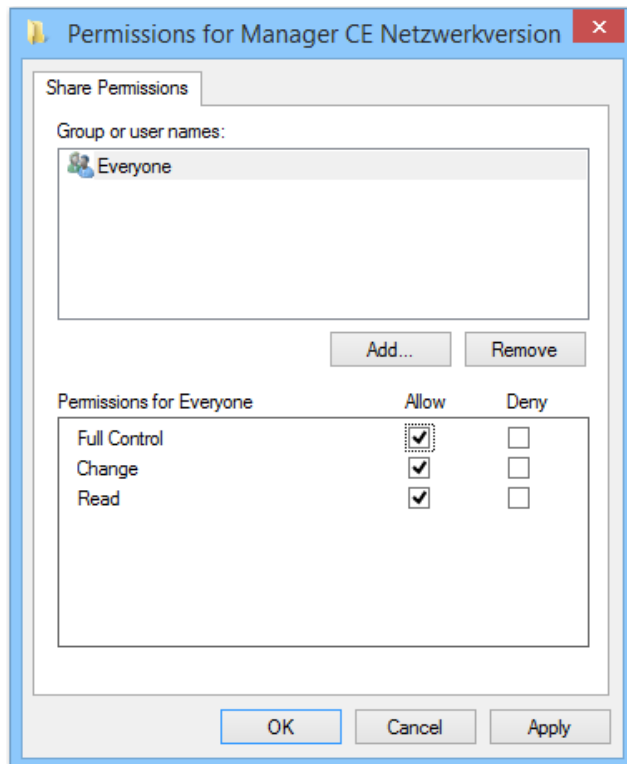
Click the button “Advanced sharing” to set the permissions.



If you wish to set up more than one client, it is recommended to allow general access to the directory. To do this, click on “Permissions” and add the user “Everyone” to the list of “Group or user names”. Allow full control for the user “Everyone” in the “Permissions” field and confirm your changes.

Note: The user “Everyone” is only used here as an example and is not recommended.

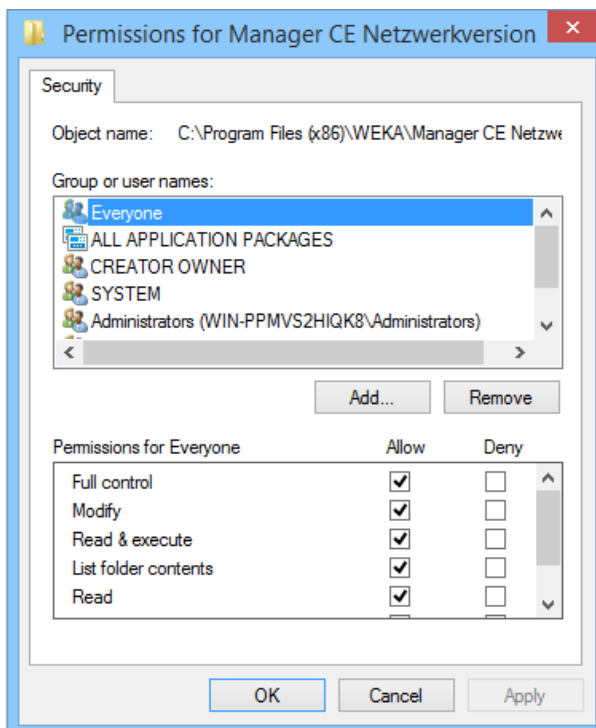
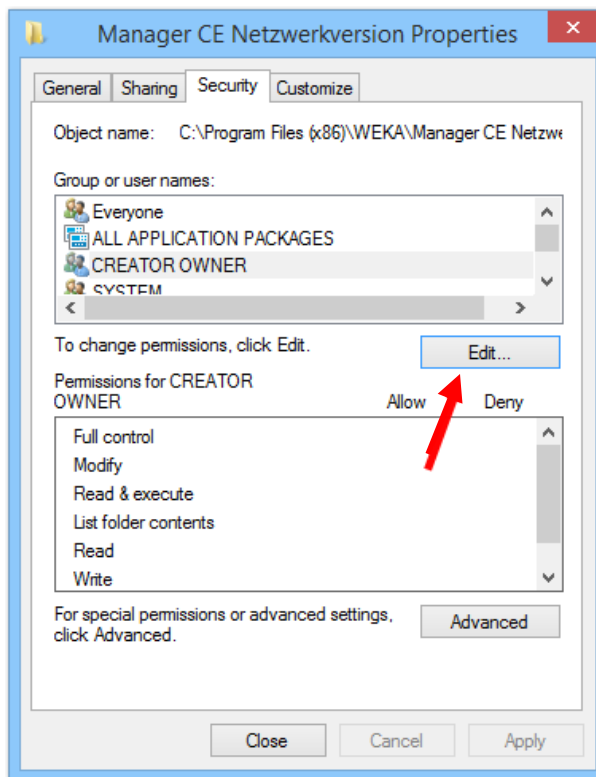
If you do not want to allow general sharing, you need to repeat the process for every user that is to work with the WEKA Manager CE software.



Assign reading/writing permissions for every user and confirm your changes. You must assign at least “Change” and “Read” permissions to your own user group in the sharing permissions.

## Security settings

Now select the “Security” tab and add the authorised users just as with sharing.



You must assign at least the rights “Change”, “Read, Execute”, “Show directory contents”, “Read” and “Write” to your own group or user name in the “Security” tab. It may be necessary to set the permissions for full access, here too.



## Network and sharing centre (Control Panel)

In the network and sharing centre, make sure that the following items are selected for this directory:

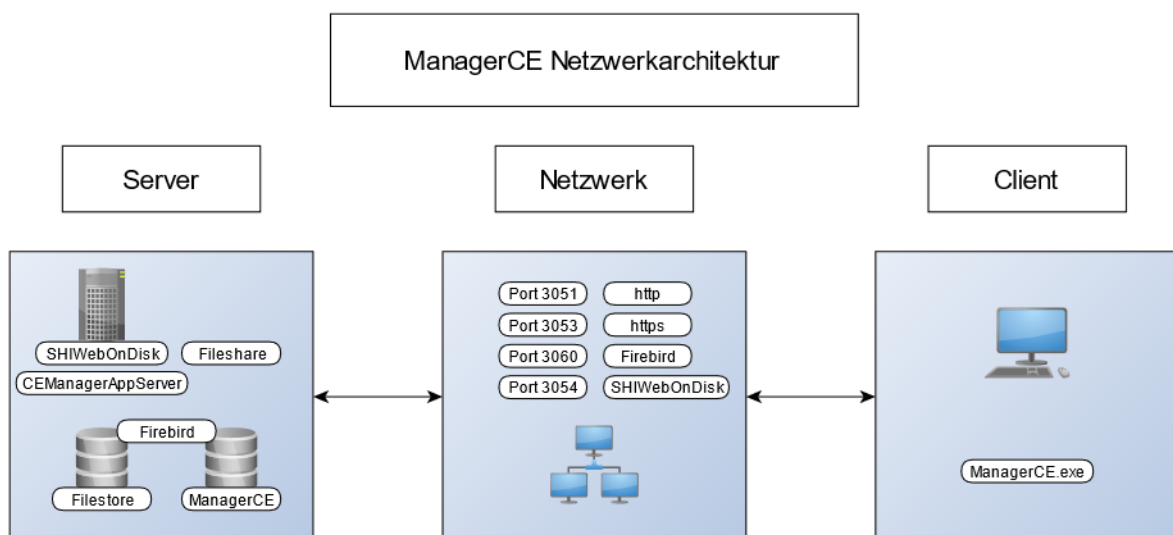
- Switch on network discovery
- Activate file and printer sharing
- Switch off password protected sharing

The server's firewall must grant access (inbound rule) to the following files and ports:

- ManagerCE.exe (application directory)
- ManagerCE\_Tools.exe (application directory)
- firebird.exe (C:\Program Files\Firebird\Firebird\_WEKA\_ManagerCE)
- SHIWebOnDisk.exe (application directory\NG)
- Port 3060 (communication with Firebird database)
- Port 3051 (communication (HTTP) with the CE Manager App Server service)
- Port 3053 (communication (HTTPS) with the CE Manager App Server service)
- Port 3054 (communication with SHIWebOnDisk/Technical Information)

It may be necessary for these application files to create exception rules in the virus scan or security software.

## Networking architecture



### **Linking drives on a server with activated User Account Control (UAC)**

Now select the shared folder and map the directory as a network drive (in our case, we have connected the folder to drive Z: ).

On clients with Windows 8.1, Windows 10 or Windows 11 operating systems with enabled User Account Control (UAC), the linking of the directory to a network drive must be performed as an administrator.

To do this, open a Windows command prompt window as an administrator. Then enter the following command in the command prompt window:

*NET USE Z: "\\<Path to shared projects folder on the server>" /PERSISTENT:YES*

### **Linking drives on a server without enabled User Account Control**

To link the directory to a drive, click in the menu of the file explorer under "Tools" on the item "Map network drive".

## SISTEMA

As of WEKA Manager CE V 4.2, the SISTEMA software wizard is no longer supplied as part of the WEKA Manager CE setup. The use of the SISTEMA software wizard is still possible with WEKA Manager CE. However, after a new installation, you must download the software here:

<https://www.dguv.de/ifa/praxishilfen/praxishilfen-maschinenschutz/software-sistema/index.jsp>

If a more recent version is available during an update installation, you will be informed of this during the WEKA Manager CE setup. You can download the new version of the SISTEMA software wizard using the link above.

Please note the installation recommendations of the publisher of the SISTEMA software wizard.

WEKA Media GmbH & Co. KG assumes no liability for the use of the SISTEMA software wizard.

### Tips for using the SISTEMA software wizard with WEKA Manager CE

#### Message: "How do you want to open this file type?"

When using SISTEMA in the network environment on a client, the SISTEMA file type *.ssm* needs to be linked to the application *SISTEMA.exe*.

When the message "How do you want to open this file type?" appears, click on "Other options" and navigate to the installation directory of SISTEMA. Select the

application *SISTEMA.exe* and click on the <Open> button.

#### Warning: "The directory does not exist, is being created!"

The use of SISTEMA requires two directories. Please click on the <OK> button for both warnings. The directories are created and the warning no longer appears.

#### Message: Error during joint access to a file in the network ...

As an administrator on the server, allow access as the "All" user or your own user (recommended) with "All" rights to the directory in which the SISTEMA application was installed. Further information on this can be found in the chapter "Directory sharing and network settings".

## 1.2.4 Installation on the client

### Linking to the program directory on the server by using network drive letters

In order to enable all users access to the installed multi-user version, the program directory (directory in which ManagerCEStarter.exe/ManagerCE.exe is located) on the server needs to be linked first of all as a network drive. ManagerCEStarter.exe is a small program that precedes the actual ManagerCE.exe program to inform you about the process of starting the application. When working with large amounts of data and/or slow network connections, you may experience waiting times.

### Linking drives on clients with activated User Account Control (UAC)

Now select the shared folder and map the program directory on the server as a network drive (in our case, we have connected the folder to drive Y:).

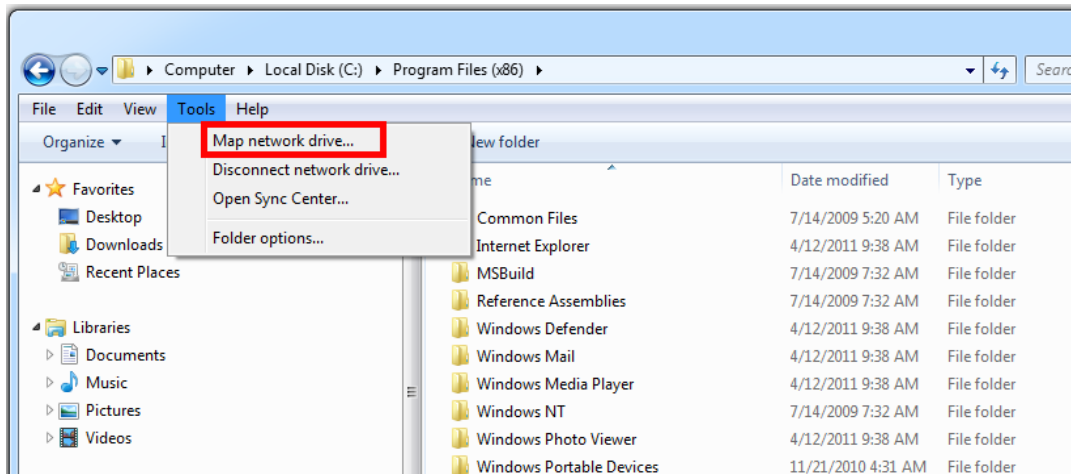
On clients with Windows 8.1 or Windows 10 operating systems with enabled User Account Control (UAC), the linking of the program directory to a network drive must be performed as an administrator.

To do this, open a Windows command prompt window as an administrator. Then enter the following command in the command prompt window:

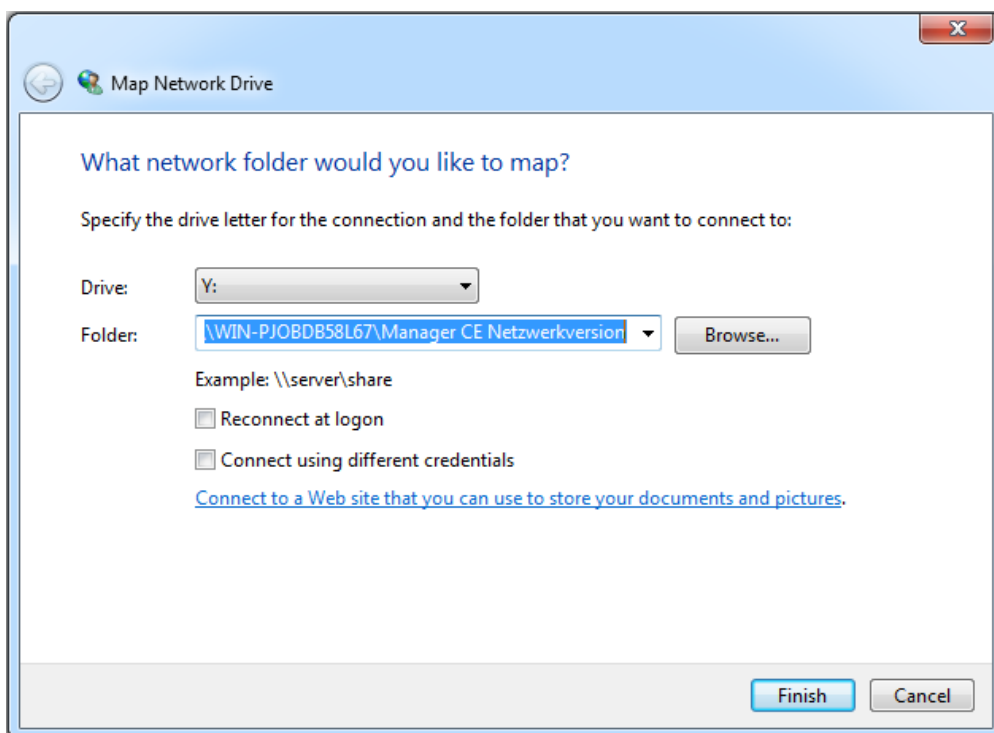
*NET USE Y: "\\<Path to shared programs folder on the server>" /PERSISTENT:YES*

## Linking drives on clients without enabled User Account Control

To link the directory to a drive, click in the menu of the file explorer under “Tools” on the item “Map network drive”.



Now select the shared folder and map the directory as a network drive (in our case, we have connected the folder to drive Y:).



## Linking to the program directory on the server by using UNC paths

If you have mapped a UNC path (Universal Naming Convention) to the program directory on the server side, this needs to be available from the client. This is ensured by sharing on the server as described above.

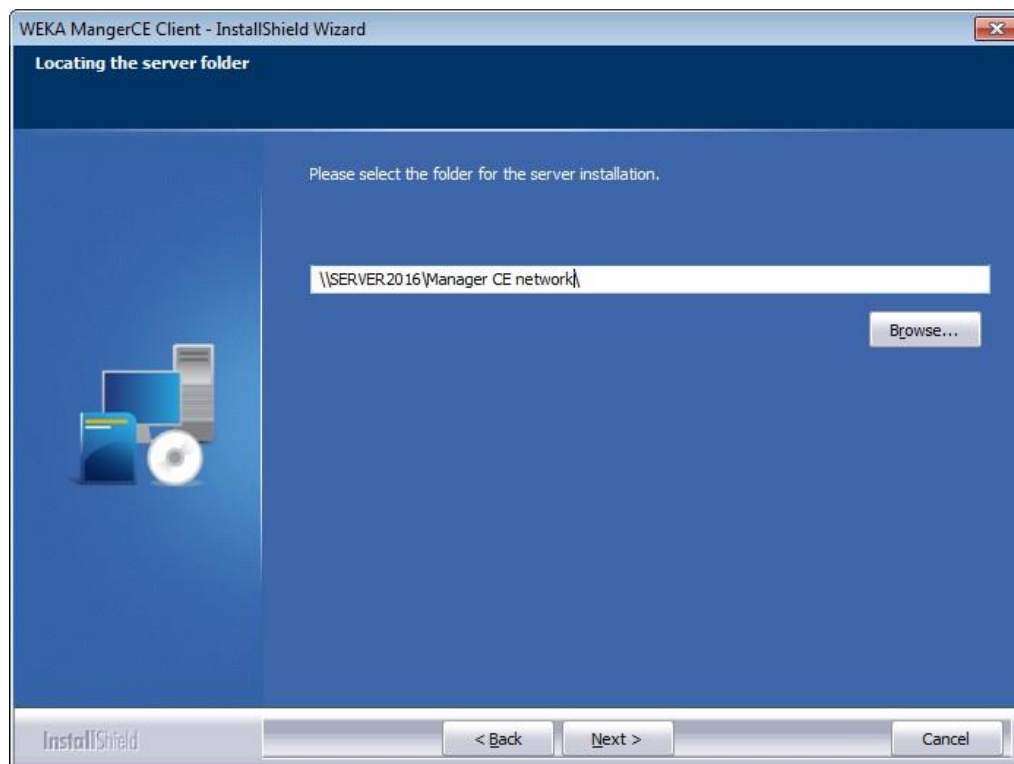
Furthermore, no further actions for the access from the client to the program directory are necessary.

## Creating desktop shortcuts

To do this, start the ManagerCEClient.exe setup installed on the server on each client. The dialogues guide you through the installation.

Alternatively, you can also manually create a link on the desktop with the ManagerCEStarter.exe/ManagerCE.exe.

To switch from ManagerCE.exe to ManagerCEStarter.exe, you must also update the shortcut during an update.



The default UNC path is shown in this dialogue. You can select a different path by pressing the <Browse...> button. Please note that the selected directory must contain the ManagerCE.exe and ManagerCEStarter.exe programs.

## 1.2.5 Further information on the multi-user version

### 1.2.5.1 Project blocks in the multi-user version

Please note that a project may only be processed by one person at a time. Once a project is opened by one employee, it is blocked for all other users in the network. Only after this employee has closed the project is it possible for another user to make changes.

If a project is blocked even though no employee has it currently opened for processing (this can happen due to an interruption of the network connection or the computer crashing during processing), this block can be lifted manually by the administrator in the Configuration Manager (ManagerCE\_Tools.exe, see Chapter 1.2.6).

### 1.2.5.2 WEKA Manager CE network via VPN

The architecture in network operation also supports mobile working via VPN.

Please note:

VPN as an access option requires a number of prerequisites:

- Connection speed:
  - o Minimum speed: Download 50 Mbit, upload 10 Mbit
  - o Recommended speed: Download 100 Mbit, upload 40 Mbit
- Connection to the router/access point
  - o A stable connection to the router/access point is required
  - o Due to the fluctuating quality of a WiFi connection, connection using a high-quality network cable is recommended
- Firewall configuration

An existing firewall (VPN, hardware and/or software firewall) in the network, independent of the server, must be configured accordingly.

  - o Port 3060
  - o Port 3051
  - o Port 3053
  - o Port 3054
  - o SMB
- Program start
  - o When the program starts, the application is loaded from the server into the client's main memory. Depending on the connection speed, starting the application may take some time.

### 1.2.5.3 Starting and stopping SHIWebOnDisk (technical information) on the server

- Purpose
  - o Makes the technical information available on the client via HTTP
- Starting
  - o SHIWebOnDisk.exe prestart=2 CFG\$SC.BasePort=3054
  - o The program is started via Autorun when the operating system starts
- Stopping
  - o SHIWebOnDisk.exe shutdown=1

- Entry in the connect.ini  
[SHIWebOnDisk]  
BasicULR=HERE\_SERVER\_NAME:3054

#### 1.2.5.4 Starting and stopping the CE-Manager App-Server service on the server

- Purpose
  - o Transfers large database contents (BLOBs) from the database to the client via HTTP/HTTPS
- Starting
  - o CEManagerAppserver.exe /install
  - o Service is started automatically when the operating system starts
- Stopping
  - o CEManagerAppserver.exe /uninstall

#### 1.2.5.5 Adjust connect.ini for the CE-Manager App-Server service on the server

The communication between the CE-Manager App-Server and WEKA Manager CE is configured in the connect.ini in the [Appserver] section.

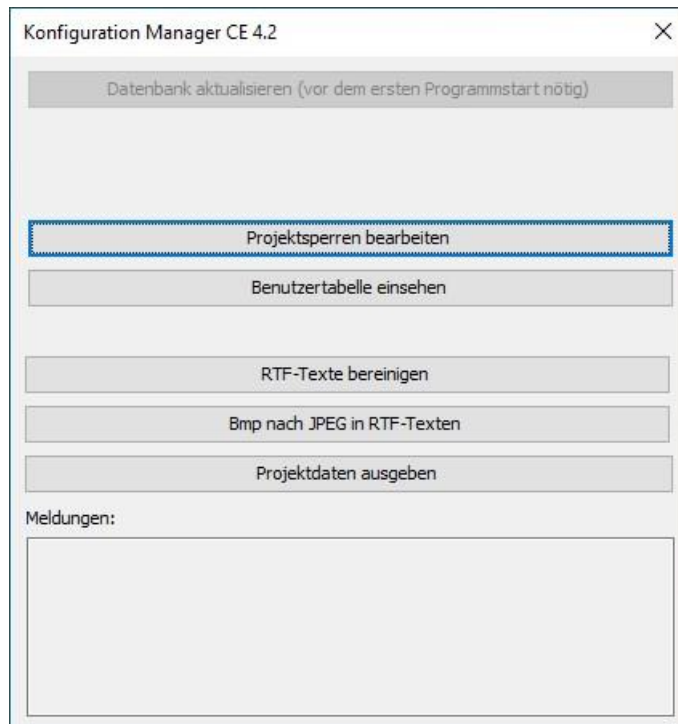
```
[Appserver]
HTTPPort=3051
HTTPSPort=3053
CertFile=managerce.pem
KeyFile=managerce.key
UserName=testuser
Password=אפגובנג ג
RemoteDB=1
HTTPS=1
HOSTNAME=127.0.0.1
```

	Description
HTTPPort	Http port for communication between the CE-Manager App-Server service and WEKA Manager CE. Default 3051
HTTPSPort	Https port for secure communication between the CE-Manager App-Server service and WEKA Manager CE. Default 3053
CertFile	Certificate file (optionally with path) for https communication. This setting is only used by CE Manager App Server. Only a minimal certificate file has been created, since certificates usually have to be created individually for the target system in order to verify the authenticity of the server. The check has been deactivated in the WEKA Manager CE. Default managerce.pem
KeyFile	File with the private key (optionally with path) to the certificate file. This setting is only used by CE Manager App Server. The key length should be as short as possible (1024 bits), since longer keys cost performance. Default managerce.key
UserName	Username to authenticate WEKA Manager CE to the CE Manager App Server service. This setting is used by the CE Manager App Server service and WEKA Manger CE



Password	Password to authenticate WEKA Manager CE to the CE Manager App Server service. This setting is used by the CE Manager App Server service and WEKA Manger CE. The password must be encrypted using the same method as the database password.
RemoteDB	The CE-Manager App-Server service is used if RemoteDB = 1 (recommended in the network), CE-Manager App-Server service is not used if RemoteDB = 0 (recommended in a single-user station) and WEKA Manager CE accesses the database directly.
HTTPS	Use https protocol if HTTPS = 1, do not use https protocol if HTTPS = 0, the communication is not encrypted
HOSTNAME	Hostname or IP address of the server running CE Manager App Server. IPv6 addresses must be enclosed in square brackets e.g. [::1] for localhost. If a computer name is used and both protocols (IPv4 and IPv6) are available, the name resolution of the operating system decides which protocol is used. In the VPN environment, this can result in all participants being able to use IPv6, but IPv6 is not transmitted via the VPN tunnel. Then every new DB access produces a timeout before switching to IPv4, which makes the connection very slow. In such cases, you should enter the IPv4 address of the server instead of the computer name.

## 1.2.6 Configuration of WEKA Manager CE (ManagerCE\_Tools.exe)



- **Updating the database**  
Only available if the database and program version do not match. Updates the database.
- **Edit project blocks**  
If the ManagerCE.exe program was not ended correctly, it may be that projects are not released correctly after the processing. The database is corrected in this way.
- **View user tables**  
If the ManagerCE.exe program was not ended correctly, it may be that users are not released. The database is corrected in this way.
- **Clean RTF texts**  
Corrects over-sized RTF texts; this should **ONLY** be used with the help of WEKA Technical Support.
- **Bmp to JPEG in RTF texts**  
Corrects wrong image formats in RTF texts; use **ONLY** with the help of WEKA Technical Support.
- **Export project data**  
Export saved project data from the Documentation area to any directory.

## 2. Uninstallation instructions

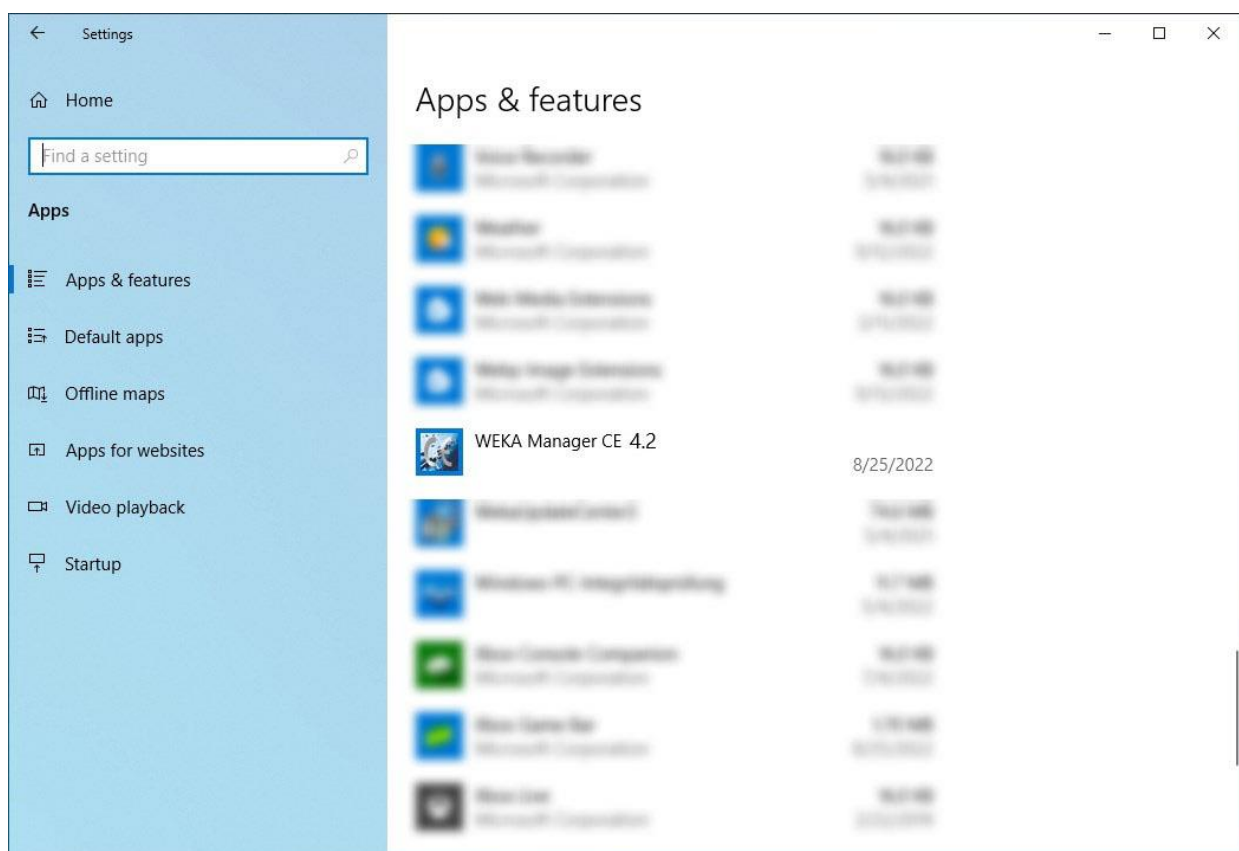
In order to remove the WEKA Manager CE software from your system, you should use the Windows uninstallation application.

The following example describes the procedure for Microsoft Windows 10.

### Selection of the software to be uninstalled

Select Control Panel in the Start menu and click on “Apps and Features”.

The following window displays a list of all the programs installed on your system. Mark the version of the WEKA Manager CE software to be uninstalled and click the “Uninstall” button.



A window opens with the familiar installation wizard from the setup.

Uninstallation starts when “Next” is clicked and the WEKA Manager CE software is removed from your system.

## 3. Miscellaneous

### 3.1 Moving to another computer (single-user and network version)

#### 3.1.1 Backing up the databases

Make sure to back up both databases *managerce.fdb* and *filestore.fdb* from the database directory *C:\ProgramData\weka\Manager CE\network version* or *C:\ProgramData\weka\Manager CE\full version*. If you cannot find the databases and/or the database directory, contact your technical supervisor/administrator or WEKA Technical Support (see Chapter 4).

#### 3.1.2 Check the WEKA Manager CE version on both systems

Please check the installed version of the WEKA Manager CE on both systems. The same version of WEKA Manager CE must be installed on both systems. You can check the version information if you start WEKA Manager CE on both systems and compare the version numbers in the start cockpit at the top right. These must be identical, otherwise WEKA Manager CE will not work on the new system. Therefore, if necessary, also carry out an update of WEKA Manager CE on an old system which is compatible with the new system.

#### 3.1.3 Prerequisites

- All documents, for example in the “Instructions” and “Documentation” tabs, must be saved.
- WEKA Manager CE must be closed. In the case of network systems, make absolutely sure that all users/clients have closed WEKA Manager CE. Otherwise there is a risk of data loss.
- To share licenses, you can use the “Options – Licensed computers” menu in the software to check which computers have licenses in use. As soon as these clients have returned the licenses (by exiting/closing the program), the licenses are available again after installation on the new server by entering the license data.

#### 3.1.4 Data transfer

Copy the two databases *managerce.fdb* and *filestore.fdb* from the database directory *C:\ProgramData\weka\Manager CE\network version* or *C:\ProgramData\weka\Manager CE\full version* from your old system to the database directory of your new system. Ideally, both database directories should have the same name. The two databases *managerce.fdb* and *filestore.fdb* in the target directory of the new system can be overwritten. Take care not to overwrite your working databases.

### 3.2 Use of WEKA Manager CE in a network on a server

#### 3.2.1 Important information about releasing ports

WEKA Manager CE V 4.2 also uses the **CE-Manager App-Server** service to improve data transfer performance between the server and the clients. The service is established/started during installation and will be started automatically in future. The service is absolutely necessary for a functioning connection to the database. If you get an error message about connectivity to the database when starting Manager CE, please also check whether the **CE Manager App Server service is running and the ports are released as described**.

To use this service it is necessary to release ports 3051 and 3053 in addition to the Firebird default port 3060 in “Inbound rules”.

If the service is not available/stopped or if the service was not installed correctly, an error message will be displayed on the clients when WEKA Manager CE is started. Check the settings in the firewall on the server, or, if you need help, please contact WEKA Technical Support (see Chapter 4).

### **3.2.2 Important information about changing port 3050 to port 3060 during an update installation**

With WEKA Manager CE V 4.2, the Firebird default port 3050 is changed to 3060. In the case of an update installation, it is essential that you allow access to port 3060 in the server's firewall in “Inbound rule”. Please do not change or delete the release on port 3050, as another application/Firebird instance may still need port 3050.

### **3.2.3 Important information about changing the path to firebird.exe during an update installation**

With WEKA Manager CE V 4.2, the path to the Firebird installation changes to C:\Program Files\Firebird\Firebird\_WEKA\_ManagerCE. Please add the release for the firebird.exe file in the server's firewall in “Inbound rule”.

## 4. Service/WEKA

### Technical Support

#### If you have any questions

Of course you can request assistance from us if you are having difficulties running the program or experience other problems operating the program. The WEKA Technical Support will also be happy to answer for general questions.

Phone: +49 8233 23-7323

Mail: [techsupport@weka.de](mailto:techsupport@weka.de)

Your questions will be answered as quickly as possible.