XELOS 8 – Quick Installation

XELOS is a professional Enterprise 2.0 software that is used by companies mainly as an intranet solution to improve collaboration within teams and in the company.

The brilliant user-friendliness combined with a clear structure and easy to use features make XELOS the ideal solution for your projects. Additionally, XELOS can be 100% customized to best fit your needs.

System requirements and disclaimer

This vm is compatible with the following products (extract):

- ESX 5.0
- Fusion 4.0 + 5.0
- Workstation 8.0 + 9.0
- VM Player (http://www.vmware.com/products/player/) (free version)

VM specifications (test environment)

- 4 GB RAM
- 2 CPU Cores
- 30 GB HDD
- Open ports (IPTables):22 (SSHD is deactivated per default), 80, 443

„Your own intranet in just a few minutes, with XELOS"

Disclaimer:

This vm was preconfigured and intended to be used by knowledgeable server administrators in order to help them easily test XELOS and its features.
The deployment to a production system requires manual configuration as well as technical knowledge of the Linux operating systems.

Please also read the notices in the chapter "Recommendations for productive operation" at the end of this quick installation guide.

Should your company not possess the necessary infrastructure or an IT department, you have the possibility to test XELOS on one of our demo servers. XELOS is also available in the cloud or as a dedicated hosting solution for productive use. You can find more information on the available versions here: www.xelos.net.

Starting the vm and first configuration

The console after starting the vm

- After starting the vm the console shows you the assigned IP address and the login information.

- The standard root password of the vm is "xelosnet".

- You can reach the XELOS system inside a browser by typing in the assigned IP address.
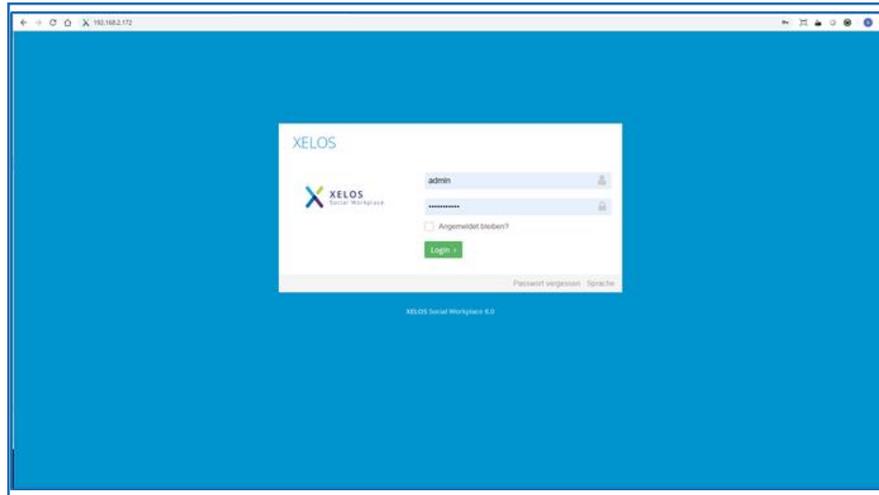
Logging into XELOS inside your browser

- During the first login, please use the login data found on your console.

- You will then be asked to alter your password. Please choose a secure and individual password!

Setup overview
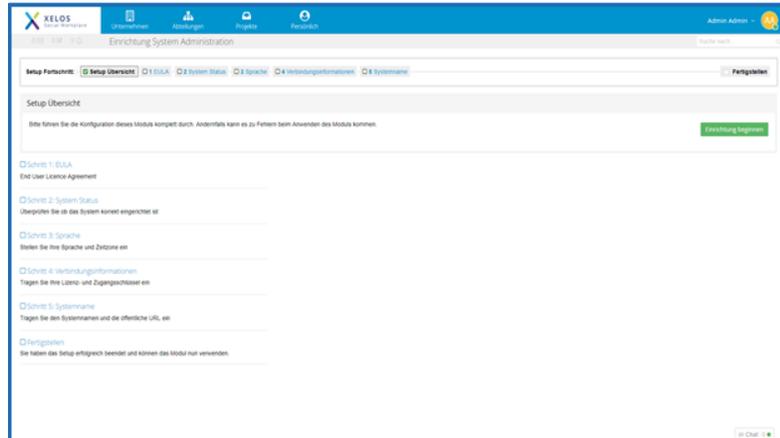
- After the first login you will be automatically greeted by the setup assistant.

- The overview page shows you information on the necessary steps for the first installation.

- Please klick the button to start the setup process.

Step 1: XELOS EULA
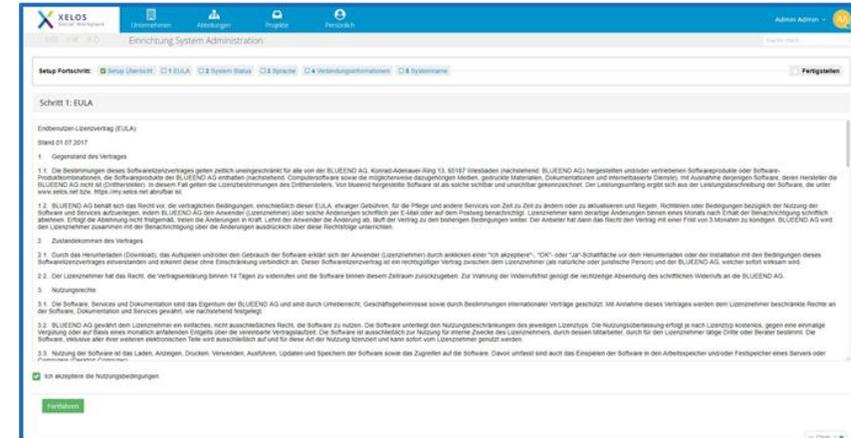
- Before starting the installation, you will be shown the XELOS EULA.

- Please read through the EULA and accept the terms and conditions for XELOS to be able to continue with the installation.

Step 2: System Status Check
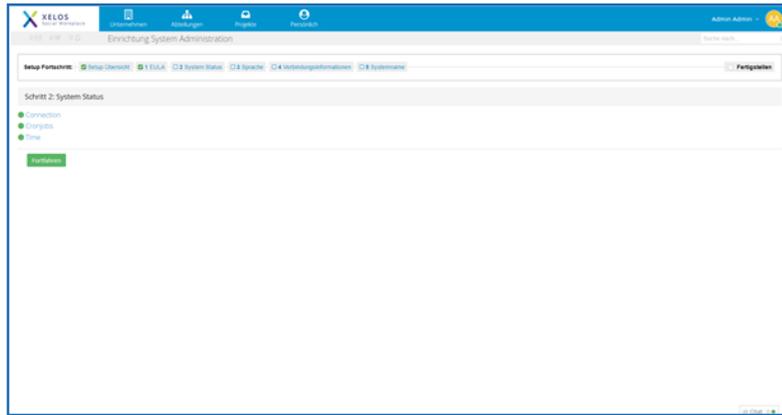
- First the system will check that the server was correctly configured.

- Any errors will be displayed and need to be resolved before the setup can proceed.

- Once the check was passed, you may proceed with the installation.

Step 3: Internationalization
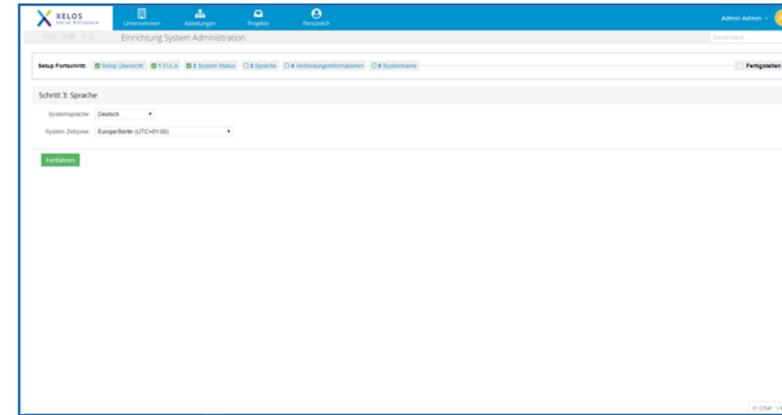
- Please choose your desired default language for your intranet.

- New users will see the system in the default language. They can change the displayed language insider their personal preferences.

- Please choose the time zone where your server is located. This time will be used by the system for new posts and messages.

XELOS
Social Workplace

Step 4: Connect Information
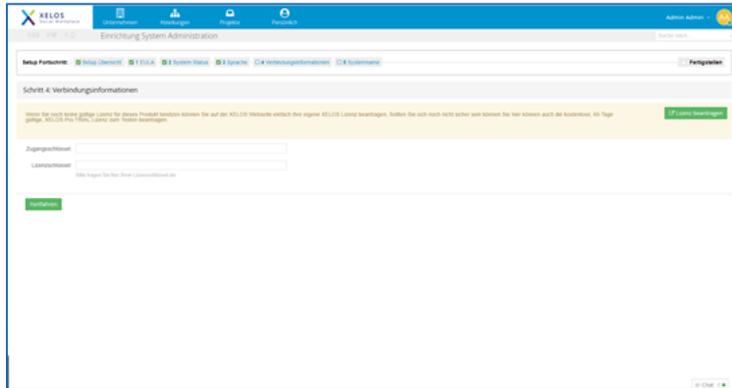
- To activate your intranet, you must type in a valid license key and access token.

- Please register you XELOS System to obtain your license key and access token. Further details on this can be found in the chapter "Register your XELOS".

Step 5: System Name
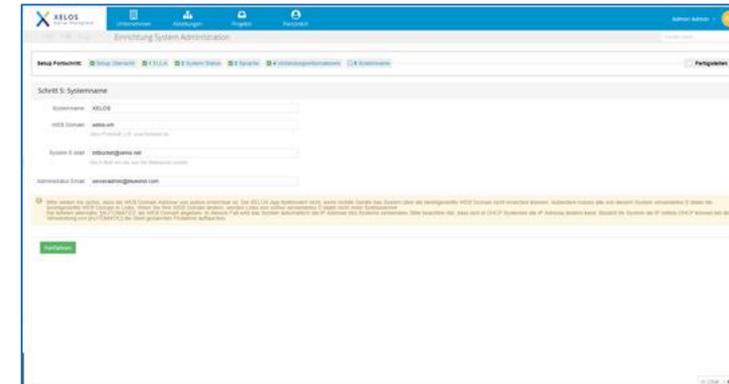
- Fill out the name for your system as well as the domain for your new intranet. Alternatively, you can simply type in the IP address of your system for testing purposes.

- Type in the outbound email address for your intranet.

- The domain and email address with be displayed when the system sends out emails and notifications.

Completed Quick Installation
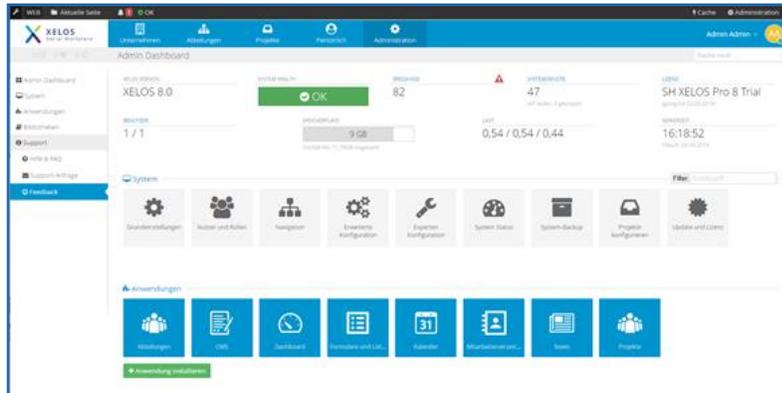
- After completing the installation, the system is ready to be used.

- You will be shown the admin dashboard. Here you can further configure your system.

- Once you are satisfied with your settings, simply klick on one of the points in the main navigation to exit the admin dashboard.

The XELOS PRO Control Interface
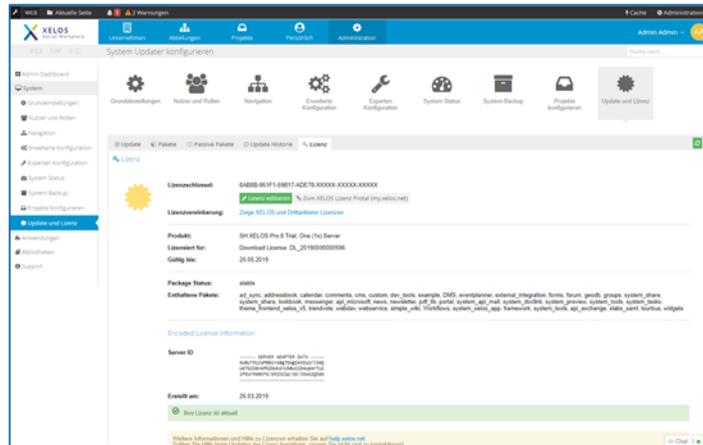
The XELOS Pro Control Interface

- On your login screen you have to log in as the root-user!

  - User: <u>root</u>

  - Password: <u>xelosnet</u>

- To access the control interface of the vm please type in the following command: <u>xelosctl</u>

- This will display all the available versions of XELOS as well as different options.

Register your XELOS

Updating your license in XELOS

- You can update your license information in the system administration under: *System Status > Updates > License*

- The expiry date as well as the status of your license will be displayed.

- You can click on the button "purchase a new license" to open the license manager: https://my.xelos.net/license_manager

## Register a XELOS License
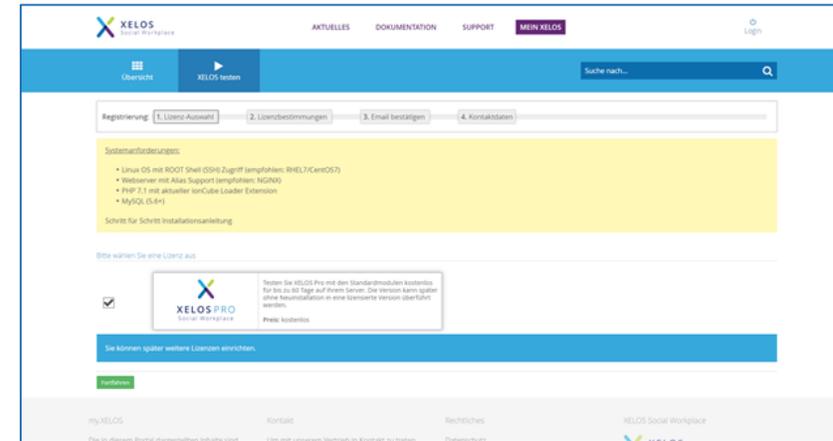
- Please choose the desired version of XELOS to create your account on my.xelos.net and register your license.

- After successfully registering you will receive a confirmation email and will be redirected to the license overview page of your account.

License: Access- and licensekeys
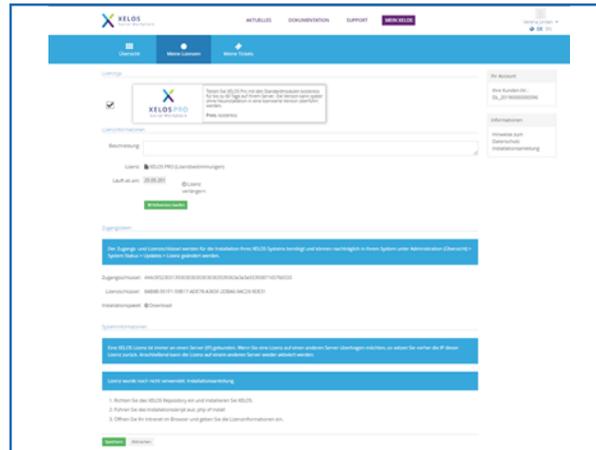
- On the details page of your new license you can find the access token and license key for your new intranet. Please copy these into your XELOS.

- The details page also shows additional information about your license: the user limit, expiry date and license agreement.

Entering the new license information
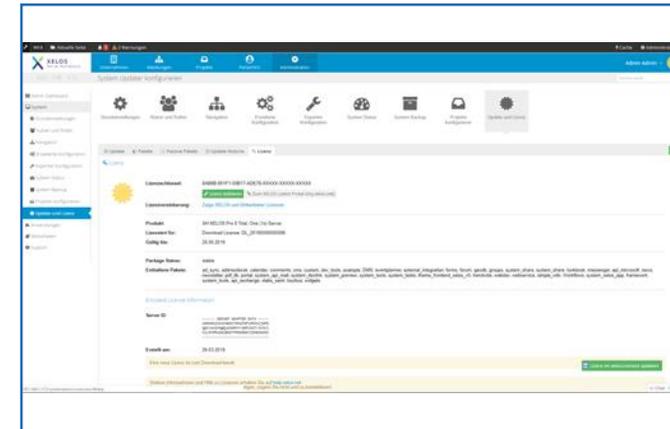
- Click on the "Edit license" button to enter the new license keys and update the information.

- After successfully changing the license information the system needs to connect to the XELOS license server. Click on the "update license" button and wait a few minutes for the changes to take effect.

# Recommendations for productive operation

Information about using XELOS Pro

The vm specification is intended for testing purposes of the system with few people. Depending on the use case we advise an increase of the amount of CPU cores and RAM in the system. (e.g. 8 cores + 16 GB RAM for 300 powerusers)

Recommendation for productive operation

- Configure CentOS Linux to receive updates automatically (yum)
- Change all passwords (e.g. root, mysql)
- Change the password-salt under
  /server/xelos-current/system/config/config.custom.php
  (After this change you need to reset the password via xelosctl, all other passwords will become invalid.)
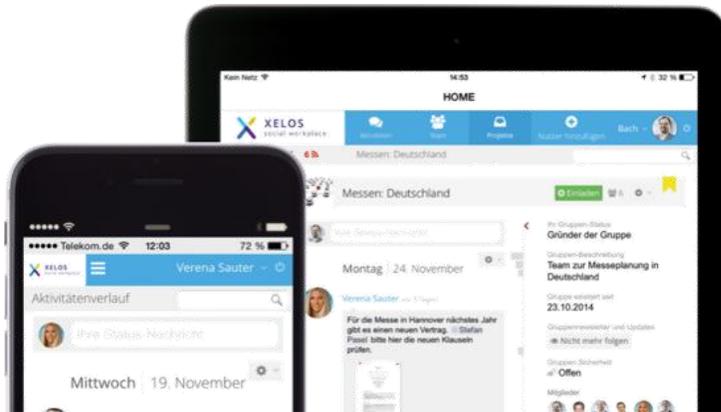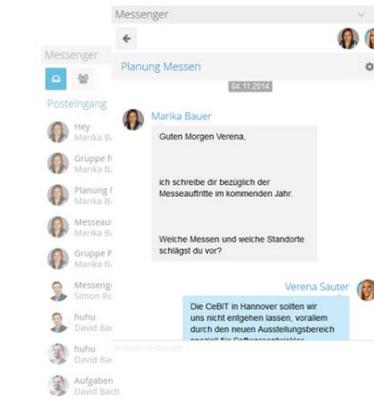- Backup your system regularly!

Direct MS-Office integration
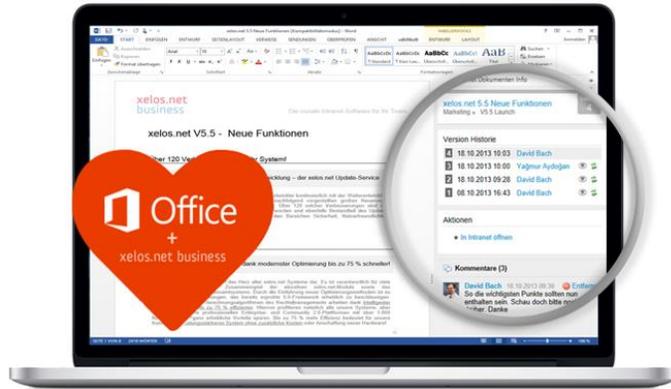
Multi language support (utf-8)

Mobile app

Secure team messaging

XELOS Social Workplace

by BLUEEND AG

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