



# DOCUMENTS 4

Properties

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## Properties for DlcFiles

The following properties can be used for file types; they control the behavior of all DOCUMENTS files of the respective type.

### AccessScript

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Script name

**Description:**

The set script will be executed when the user opens a DOCUMENTS file. In doing so, the read and write permissions for the user on the file are defined.

The following four permissions are evaluated with file view:

"DlcFile\_RightRead"

"DlcFile\_RightWrite"

"DlcFile\_RightChangeWorkflow"

"DlcFile\_RightReactivate"

These can be found in the enumval of the running script. In place of the script name you need to specify 0 / 1 for the value, depending on whether the permission should be available or not.

This enables user dependent and content related permissions of DOCUMENTS files.

### ACLCacheDiv

**Version:** 3.60c -

**Default value:** %CRLF%

**Allowed values:**

Separator

**Description:**

This property is used with group ACL. By default, \r\n is used as separator between individual ACL entries. For this, the following property value must be set:

ACLCacheDiv=%CRLF%

You can also set different cut-off values. This requires deeper knowledge. See also documentation: File class protection.

### afterCancelCheckOutScript

**Version:** 3.60h -

**Default value:**

**Allowed values:**

Script name

**Description:**

The defined PortalScript will be executed after you cancel checking out a DOCUMENTS file or a document. You can access the documentOID parameter, which contains the oid of the document for which the checkout process is canceled, as an additional global script parameter.

#### afterCancelEditScript

**Version:** 3.60b -

**Default value:**

**Allowed values:**

Script name

**Description:**

A script is executed on canceling file processing.

#### afterCheckInScript

**Version:** 3.60h -

**Default value:**

**Allowed values:**

Script name

**Description:**

A PortalScript will be started using this property after you check in a DOCUMENTS file or document. You can access the documentOID parameter, which contains the oid of the document that is checked in, as an additional global script parameter.

#### afterForwardFileScript

**Version:** 3.60h -

**Default value:**

**Allowed values:**

Script name

**Description:**

The defined PortalScript is executed after you forward a DOCUMENTS file.

This only applies to actions triggered by users. The defined portal script will then be executed after forwarding, i.e. the forwarding process can then NO LONGER be canceled; see also onForwardFileScript

#### afterReactivateScript

**Version:** 3.60g -

**Default value:**

**Allowed values:**

Script name

**Description:**

Using the afterReactivateScript = ScriptName property, a PortalScript can be defined on the file type which is executed after reactivating an archive hit to a DOCUMENTS file of the file type.

## AllowChangeFileType

**Version:** 3.51 -

**Default value:** 0

**Description:**

The file type is no longer available for the drop-down list on switching file types.

## AllowDelDocs

**Version:** 3.60c -

**Default value:**

**Allowed values:**

Access profile

**Description:**

Allows the access profile to delete documents from the tab. This will only work when ExtendedRegisterRights is set (see also ExtendedRegisterRights).

Example:

AllowDelDocs = AccessProfile1,AccessProfile2,...

## AllowQuickCreation

**Version:** 3.51 - 3.51

**Default value:** 0

**Description:**

The file type is not available to all users in Quick creation of files.

In version 3.60 or higher, this setting can be found under:

File type settings => File actions => Quick creation of files

## allowReactivateWithoutWriteRight

**Version:** 3.60f -

**Default value:** 1

**Description:**

Re-enabling EE.x files is currently only possible when the user has write permissions for the schema. This property on the schema allows turning this restriction off.

## AllowStandardCreation

**Version:** 3.51 - 3.51

**Default value:** 0

**Description:**

The option to create a new DOCUMENTS file of this file type is not available via the "Create new file" action.

In version 3.60 or higher, this setting can be found under:

File type settings => File actions => Create file

## ArchiveFullMonitor

**Version:** 3.60g -

**Default value:** 0

**Allowed values:**

0 : only values displayed in the monitor frame are also archived 1 : all entries of the file monitor are archived (default behavior until ELC 3.60f)

**Description:**

On archiving the monitor, only the entries that are also displayed on the Web are now archived (i.e. considering the settings on the file types such as "Display decisions", etc.

The file type property or DOCUMENTS settings property ArchiveFullMonitor=1 allows enforcing the old behavior (all entries are archived - also available on DlcGlobalOptions options).

## ArchiveHasMultiLangLabel

**Version:** 3.60g -

**Default value:** 1

**Allowed values:**

1

**Description:**

+ Can be entered both on DlcGlobalOptions and on the individual archive file type or schema

+ Used to properly display multilingual auto titles in archive hits.

These multilingual auto titles may emerge through archiving ELC files with auto titles.

## ArchiveMonitorAsPdf

**Version:** 3.51 -

**Default value:** 1

**Description:**

This is archived as a PDF file instead of an HTML file when archiving a DOCUMENTS file. However, PDF creation takes up more performance than HTML creation.

## ArchiveStatusAsPdf

**Version:** 3.51 -

**Default value:** 1

**Description:**

The status can be included in archiving when archiving a DOCUMENTS file. The status is stored in PDF file format instead of HTML file format. However, PDF creation takes up more performance than HTML creation.

## autoEditDocument

**Version:** 3.51f -

**Default value:**

**Allowed values:**

true, false

**Description:**

When opening a document and displaying it internally, the comment field will usually become editable on clicking the Edit button. When setting autoEditDocument to true, however, processing the document will start instead. This property particularly makes sense with the "Open first document immediately" function under File type settings => General => Document options.

## autoOpenDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

internal, external, download

**Description:**

This property allows determining how you want to start a document. Your choice is between internal (browser), external (external viewer), and download. Moreover, you can set this in a specific tab or in the DOCUMENTS settings.

## AutoSplitFields

**Version:** 3.60f -

**Default value:**

**Allowed values:**

Comma-separated list of technical field names

**Description:**

Field texts exceeding the maximum length of 32 kB supported by ENTERPRISE.i can be automatically split into multiple blocks for archiving. They are transparently joined again on reading the archive file. Activation is performed through the "AutoSplitFields" property for the archive type. The property value is a comma-separated list of technical field names. This feature is not suitable for EE.x, where it will probably cause problems with regard to versioning.

## barcodeCharsetCode128

**Version:** 3.51 -

**Default value:** B

**Allowed values:**

A, B, C

**Description:**

The ASCII barcode type CODE128 supports three different character sets.

Variant "A" represents characters/digits "0-9", "A-Z" and special characters,



while variant "B" additionally allows the characters "0-9", "A-Z", "a-z" and special characters. Variant C only represents digits, but with double information density.

## barcodeCheckChar

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

You can optionally generate a specific check digit for the barcode types BAR39, BAR39EXT, CODE11, CODE93, CODE128, CODABAR, INTERLEAVED25 and MSI. Some systems can only handle barcodes that contain a check digit, which is why it is recommended that you try this setting. This refers to the header record.

## barcodeFileField

**Version:** 3.51 -

**Default value:**

**Allowed values:**

File field, fileId, shortFileId, shortFileId2

**Description:**

This defines which information of the DOCUMENTS file should be output as a barcode. The barcode will only be output on the header record when this property is set on the file type and contains a valid value. Otherwise, header record printing displays default behavior, i.e. without barcode output. You need to specify the technical name of the file field whose content should be output as barcode for the value. Additionally, three specific labels are available to display the current file ID.

- fileId

File ID incl. principal name, e.g.:

peachit\_fi20070000003791

- shortFileId

File ID without principal name, e.g.:

fi20070000003791

- shortFileId2

File ID without leading "fi", e.g.:

20070000003791

## barcodeHeightCm

**Version:** 3.51 -

**Default value:** 2

**Allowed values:**

Height unit

**Description:**

Bar height of the created barcode graphic in cm. Some barcodes additionally output the information contained in the graphic in plain text below the bar. So, manipulating this parameter lets you influence barcode height and, with it, the space available in the image for the plain text.

#### barcodeImageHeight

**Version:** 3.51 -

**Default value:** 150

**Allowed values:**

Pixels

**Description:**

Height of the entire barcode graphic (incl. plain text) in pixels.

#### barcodeImageWidth

**Version:** 3.51 -

**Default value:** 500

**Allowed values:**

Pixels

**Description:**

Width of the entire barcode graphic (incl. plain text) in pixels.

#### barcodeResolution

**Version:** 3.51 -

**Default value:** 60

**Allowed values:**

DPI

**Description:**

The internally used resolution of the barcode graphic in DPI. Higher values enlarge the created barcode, while smaller values reduce it.

#### barcodeTestMode

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

When setting this property to true, the otherwise automatically started print dialog will no longer appear when starting the header record function from the actions drop-down list, which makes testing the barcode settings more comfortable.

## barcodeType

**Version:** 3.51 -

**Default value:**

**Allowed values:**

BAR39EXT\*, BAR39, CODE11, CODE93, CODE128, CODABAR, INTERLEAVED25, IND25, EAN8, EAN13, EAN128, MSI

**Description:**

The barcode standard to be used. Remember that not every barcode standard can handle letters and special characters.

## changeFileTypeDisplayWarning

**Version:** 3.51 -

**Default value:** 1

**Allowed values:**

1, 0

**Description:**

Switching file types of a process may result in loss of information if the original file type of the DOCUMENTS file contains fields that are not present in the target file type (the fact that the fields have different technical names is enough here). This property allows enforcing an automatic warning in the Web interface when the user starts switching file types manually via the actions drop-down list.

## CheckACLOnOpenArchive

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0

**Description:**

The option to access archive files for which you did not actually have any permissions due to ACLs or GACLs via Quickview or direct input of the file ID was available. This was fixed with version 3.60h. If, however, you want to keep the old behavior, you can do so by setting the property to 0, thereby turning the additional checking function off.

## controlSheetFileCoverFields

**Version:** 3.60h -

**Default value:**

**Allowed values:**

Comma-separated file fields

**Description:**

Since the header record is sometimes not very descriptive, this property allows adding more fields in the header record. The option to set this property globally is also available here.

## dlcFileTypeMaxRegisters

**Version:** - 3.60

**Default value:**

**Allowed values:**

Number

**Description:**

Overwrites the initial value from the web.xml file (dlcFileTypeMaxRegisters) from which tabs are turned into entries in the tab drop-down list.

Version 3.60 or higher

File type settings => General => Document options / Max. amount register

## dlcMarginImage

**Version:** 3.51 -

**Default value:** File name of graphic file

**Description:**

The right form column in file view allows displaying a graphic that represents the file type. This should be a GIF file sized 48x48.

This file must then reside in the \www\images\dlc\compact\margin directory.

## docToolBarButtonDownload

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Download" button. You can also set this property in the DOCUMENTS settings or in the tab.

## docToolBarButtonEdit

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Edit" button. You can also set this property in the tab or in the DOCUMENTS settings.

## docToolBarButtonExternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "External display" button. You can also set this property in the tab or in the DOCUMENTS settings.

## docToolBarButtonInternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Internal display" button. You can also set this property in the tab or in the DOCUMENTS settings.

## EditDetachedFromFolders

**Version:** 3.51 -

**Default value:**

**Allowed values:**

1

**Description:**

This property has the same property as the "Ignore folder rights" setting in the DOCUMENTS settings. The difference, however, is that this property only applies to the file type for which it is set. If both settings are set, this property overwrites the "Ignore folder rights" setting for the file type.

## EEIBlobNaming

**Version:** 3.60c -

**Default value:**

**Allowed values:**

1, 2, 3

**Description:**

For file attachments of EASY ENTERPRISE.i archive files you can now influence how the Web file names are composed from the two EE.i property fields "Original file name" and "Document title". Unfortunately, the "Original file name" field only accepts MS DOS file names, while although the other field may contain longer file names, it may instead also contain almost any text that the respective program performing an archiving operation had written there.

To sidestep problems with the naming of files in the Web client, you can set a property named "EEIBlobNaming" with the values 0-3 in the DOCUMENTS settings or for the archive type.

0 = (Default) The "document title" is used as the file name. If this contains at least a dot, all characters from the

recent dot are considered an extension. Otherwise, the extension is determined and appended from the "Original file name" field.

1 = The "Document title" is interpreted as a file name without extension, and the extension from "Original file name" is always appended at the end.

2 = The extension from "Original file name" is initially determined. If the content from "Document title" ends with the same characters, it will be imported unchanged; otherwise the extension will be appended.

3 = Only the "Original file name" is displayed.

Paths or preceding MIME types from the document title are removed regardless of this setting.

## fieldRegisterName

**Version:** 3.51 -

**Default value:** AutoText or Static text

**Allowed values:**

AutoText

**Description:**

A label instead of the default label "Fields" can be defined for the field tab page. This is also possible using a dynamic label in AutoText format.

## FulltextSearch

**Version:** 3.51 -

**Default value:** 1

**Description:**

A drop-down list with selected file and archive types can be displayed below the full text search for which the full text search is limited after selecting a file/archive type.

## hasInvoicePlugin

**Version:** 3.60f -

**Default value:**

**Allowed values:**

ture/false

**Description:**

This allows enabling the invoice plug-in.

## HighlightFieldExpr

**Version:** 3.60h -

**Default value:** 0

**Allowed values:**

1

**Description:**

The default highlighting function only takes effect when searching in the full text field. When using the advanced search and entering the search expression in an "ordinary field", there will be no highlighting. This property allows enabling this for the ordinary field. This will be particularly useful if text fields with large contents should be displayed.

## HighlightHitwords

**Version:** 3.51 -

**Default value:**

**Allowed values:**

false

**Description:**

If the property of the same name has been turned on in the DOCUMENTS settings, it can be turned off for individual file types or schemas here.

The reverse case is currently not supported.

## IgnoreBlobMetaFile

**Version:** 3.60h -

**Default value:**

**Allowed values:**

1

**Description:**

When archiving a DOCUMENTS file from DOCUMENTS, you can define in the PortalClient for the file type whether status, monitor and metadata of the documents should also be archived. When loading only such a file from the archive to DOCUMENTS, the documents will be sorted in their original document tabs.

If you do not want this for the file type, you can set this property. Tab assignments, comments and graphic annotations will be lost. The documents are then assigned to the first document tab (see also RegAssign).

## IgnoreFolderRights

**Version:** 3.60d -

**Default value:**

**Allowed values:**

1

**Description:**

As an alternative to the global settings "Ignore folder rights" you can now configure search behavior in a file type specific manner using this property on the file type.

## InitialLifeState

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

This property allows defining the LifeState when storing a DOCUMENTS file in the EE.x archive. When setting the value to 0, the file is still considered "live", and can therefore still be edited. When you reset the value to 1, the file will be immediately archived, and each new change will cause a new file version.

## MaxArchivedBlobNameLength

**Version:** 3.60i -

**Default value:** 78 for ENTERPRISE.i; otherwise 0

**Allowed values:**

unsigned integer; the value 0 represent "unlimited"

**Description:**

Note: This applies for version 3.60i or higher. (Entry in selection list still missing)

Defines at which length ELC should truncate the name of the associated file attachment written in a metadata BLOB (.DMI BLOB) to establish the correct assignment between metadata and file attachment.

Background: The ENTERPRISE.i file name attribute only allows 78 characters. If a file attachment has a longer name and has been archived with metadata (tab assignment, graphic annotations) in ELC format), the metadata BLOB will include the full file name; the name of the described file, however, is truncated on the archive side.

To be able to continue identifying the original BLOB to the metadata, ELC has no choice other than truncating the name read from the metadata as well, so that the names match again.

The property can be set on the archive/schema, as well as in the DOCUMENTS settings.



## ModifyDoc

**Version:** 3.51 -

**Default value:**

**Allowed values:**

File extension, program path Example: jpeg,jpg,gif,png,C:\Windows\system32\mspaint.exe %input %output

Consider that the last value is the external program and the %input %output represent parts of the last value.

**Description:**

When querying or downloading a document, an external program that changes the document is loaded prior to executing the action. This can, for example, be used to convert images the viewer cannot display in such a manner that enables displaying the document. Since properties are not set twice in the same position, you should remember that only one file type can be edited here.

Typical example: e.g. docking watermarks on PDFs.

## monitorRegister

**Version:** 3.51 -

**Default value:** Tab name

**Description:**

By default, the workflow monitor is displayed in the monitor frame below the file fields.

However, the linked files specified in a link tab can also be displayed in this monitor frame. To do this, you need to specify the tab name as the property value.

The workflow monitor will then be displayed only on the Status tab.

## MonitorWithTimestamp

**Version:** 3.60i -

**Default value:**

**Allowed values:**

0

**Description:**

Hiding the time in Monitor. The global property or file type property MonitorWithTimestamp=0 allows defining that only the date without time is displayed in the workflow monitor for individual entries.

## onForwardFileScript

**Version:** 3.51e -

**Default value:**

**Allowed values:**

Script name

**Description:**

The defined PortalScript is executed on forwarding a DOCUMENTS file (see also afterForwardFileScript). This only applies to actions triggered by users. The defined Portal script is then executed prior to forwarding, i.e. the forwarding process can also be canceled. If the PortalScript returns a return value != 0, this will be interpreted as cancellation (see also afterForwardFileScript)

## openDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

external, download

**Description:**

Determines default behavior on opening a document.

## RegAssign

**Version:** 3.60h -

**Default value:**

**Allowed values:**

RegAssignN:BlobName=TabName N=1,2,3... e.g. Label = RegAssign1 Value = Status.htm=internal

**Description:**

When archiving a DOCUMENTS file to EE.i or EE.x the PortalClient allows you to define that the status, monitor and metadata of the documents should be archived. When loading an archive file in DOCUMENTS, these files will be subordinated in the first document tab of the file. This may cause loading Status.htm when the "Open first document immediately" option is enabled.

You can therefore set this property to assign the files to a specific document tab. In doing so, you should need to make sure that the tabs already exists; you may need to create these on the archive type, if necessary (see also IgnoreBlobMetaFile).

## scanDocumentName

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Name of scanned document

**Description:**

The scanned document is automatically saved under the name specified as the value. This property can also be set for all scans by entering it in the DOCUMENTS settings.

## scanDocumentRenaming

**Version:** 3.51 -

**Default value:**

**Allowed values:**

false

**Description:**

A window for entering the name for the scanned document opens. When enabling the scanDocumentName property, the predefined name is displayed in the input line.

## SearchEnabled

**Version:** 3.60a -

**Default value:**

**Allowed values:**

0

**Description:**

This property enables turning off full text search and Advanced Search for a file type / archive type.

## sendFileAsEMailExit

**Version:** 3.60f -

**Default value:**

**Allowed values:**

Java script function

**Description:**

The "sendFileAsEMailExit" property allows specifying a Javascript function (without "()") which is started via a button behind the recipient field in the "Send file as e-mail" dialog. Thus, previously defined exits can be started there to enable selecting a recipient.

## showBlobAsPdfInDocEditMode

**Version:** 3.60i -

**Default value:**

**Allowed values:**

0

**Description:**

Preerequisite:

The showBlobAsPdfInDocEditMode property can only be used if the showBlobAsPdf=1 property is set.

When showBlobAsPdf=1 is set, the attachments of a DOCUMENTS file will be displayed as a PDF document if converters for PDF conversion are defined in the partnernet.ini / documents.ini file. The attachments will also be displayed as a PDF file if the file is in edit mode and a document is being edited.

When the showBlobAsPdfInDocEditMode=0 property is defined, the attachments will still be displayed as PDF in edit mode; however, if one attachment is being edited, this will be displayed in its actual file format.

The property can also be defined globally with DOCUMENTS settings.

## showFileCover

**Version:** 3.60f -

**Default value:** 0

**Allowed values:**

0

**Description:**

The first table containing the file fields can be hidden via this property for file view. The other tabs on the file type will be moved to the left accordingly.

## StatusWithTimestamp

**Version:** 3.51e -

**Default value:**

**Allowed values:**

0

**Description:**

Hiding the time in status. The global property or file type property `StatusWithTimestamp=0` allows defining that only the date without time is displayed in the status for individual entries

## StrictDeleteMode

**Version:** 3.51e -

**Default value:** 0

**Description:**

The `StrictDeleteMode=0` file type property lets you define that deleting without delete permission (owner or file type permissions) is possible.

## TargetArchiveField

**Version:** 3.51 -

**Default value:** Field name

**Allowed values:**

The field value of the field specified as `TargetArchiveField` must be the archive key `$(Location)/Archive` for `EE.i` or `View` key for `EE.x` of the file's target archive.

**Description:**

Archiving DOCUMENTS files via the actions drop-down list

Only possible when an "active archive" is defined on the file type

Disadvantage: All files of the file type will "end up" in the same archive

Example:

Field: Target archive

Value: %archive%

File Type: `TargetArchiveField=Target archive`

## UniqueDocNamesOnReactivate

**Version:** 3.60f -

**Default value:**

**Allowed values:**

1

**Description:**

When re-enabling a DOCUMENTS file from the archive, this property will ensure that document names are made unique in a tab. This may be necessary because archives may contain multiple documents with the same name and ELC has the restriction that documents within a tab must be unique.

## useAutoVersioningFromFile

**Version:** 3.60b -

**Default value:**

**Allowed values:**

1

**Description:**

To version documents, this setting is used on the file type. If the setting at the time of creating the DOCUMENTS file should be used rather than the current setting on the file type, you will have to set this property.

## WFNoWriteLock

**Version:** 3.60c -

**Default value:** 1

**Allowed values:**

0,1

**Description:**

This file type property allows turning off the behavior that a DOCUMENTS file in workflow/distribution can only be edited by the currently locking user.

This does not mean that permissions stored on the file type are overwritten.

## Properties for DlcFolder

Properties of DOCUMENTS folders.

### DoNotCopy

**Version:** 3.51 -

**Default value:** 0,1

**Description:**

When this property is set for a folder, you will no longer be able to copy anything to this folder using the "Copy to" action.

### filter

**Version:** 3.60h

**Default value:**

**Allowed values:**

Filter expression

**Description:**

When you create a dynamic folder in DOCUMENTS, you can set up to three filters for that folder. This property allows specifying a filter expression that contains more than just three conditions. The filter expression's syntax is oriented towards that of PortalScripting. This property can also be set in link tab properties.

### hitlist

**Version:** 3.51 -

**Default value:** Comma-separated list of columns

**Allowed values:**

Example: hitlist = column1,column2,... Allowed column values: FileType.FieldName Title Owner LastEditor CreatedAt ModifiedAt

**Description:**

This property allows defining hit lists for non-dynamic public folders. If a DOCUMENTS file of a folder does not contain a defined column, this will be displayed empty.

### Invisible

**Version:** 3.51 - 3.51

**Default value:** 0,1

**Description:**

The folder is not displayed in the folder tree, but will be considered for the permissions concept. The option to use it as a folder structure template in PortalScripting is available.

From version 3.60, this can be found under:

Folders settings => General / Invisible

## Postfetch

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0,1

**Description:**

If a hit list contains more hits than can be displayed on the first page, this property lets you set that only the hits of the current page are displayed. Although this is an enhancement of performance, its disadvantage is that the load must be re-edited when switching the current page.

## PostfetchShowCount

**Version:** 3.51 -

**Default value:**

**Allowed values:**

number

**Description:**

When using the Postfetch property, only the hits of the current page will be loaded. However, the total number of all hits is displayed anyway. To suppress this, you can set this property to false. This property thereby improves performance; it should only be used in combination with the Postfetch property. Be aware that this only works with dynamic folders.

## SearchMethod

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0 - 5

**Description:**

This property allows defining the search method to be used on a dynamic folder. If this is not defined, the search method defined with DOCUMENTS settings will be used.

0 - \*Term\* => Searches the term within a text field regardless of whether this is a separate word or part of another word. This is quite user-friendly, but it can be a heavy load on performance, depending on the size of the database.

1 - Term => Looks only for the term as it was entered.

2 - Term\* => Finds words in text fields starting with the entered term.

3 - equivalent to Method 0, but it ignores individual '\*' in the entered search term with the full text indexed file contents

4 - equivalent to Method 1, but it ignores individual '\*' in the entered search term with the full text indexed file contents

5 - equivalent to Method 2, but it ignores individual '\*' in the entered search term with the full text indexed file contents

Search method 2 is the default value in DOCUMENTS.

This property can also be set on link tabs.

## treeImage

**Version:** 3.51 -

**Default value:** File name

**Description:**

An icon can be assigned to the folder in the folder tree. For this, a graphic (gif, 18x18) must reside in the

`\www\images\dlc\compact\tree`

directory, and the property must be created in the corresponding DOCUMENTS folder under "Properties".



## Properties for DlcGlobalOptions

List of all settings for the general DOCUMENTS properties.

### ActiveOutbar

**Version:** 3.60d -

**Default value:** Outbar name

**Allowed values:**

Name of outbar

**Description:**

The outbar displayed directly after login of a user can be defined.

### AdditionalOutbarPlugins

**Version:** 3.60d - 3.60j

**Default value:**

**Description:**

The DOCUMENTS settings allow defining your own outbars using this property. To do this, you need to set the following properties:

AdditionalOutbarPlugins=Variable1,Variable2,...

Variable1\_Outbar\_Tree\_URL= selfmade.html (the path may be a relative or absolute path; if you do not enter a path, the HTML file must reside in the .../www/jsp/ folder)

Variable1\_Outbar\_Label=Name of outbar (need not be set, in which case Variable1 will be used as label)

Example:

AdditionalOutbarPlugins=P1

P1\_Outbar\_Tree\_URL= ../test.html

P1\_Outbar\_Label=Test

### additionalSearchFrameHeight

**Version:** 3.60g -

**Default value:**

**Allowed values:**

Height In Pixel

**Description:**

The "additionalSearchFrameHeight" property in the DOCUMENTS settings allows dynamically enlarging the frame using the text input field for full text search. This feature is usually used together with the AutoComplete function for full text search. The value describes the number of pixels by which to enlarge the frame.

## AdHocImportViews

**Version:** 3.60h -

**Default value:** 0,1

**Allowed values:**

0 1 true false

**Description:**

When a DOCUMENTS user logs in using an EE.x archive access, the Portal server automatically imports changed public views into its database. To prevent this, therefore enhancing performance, you can set this property. In earlier versions there were occasional problems with lost relationship to file types, folders and tabs by internally switching to a new view version. If this should occur again, you can prevent it with this, as needed.

## allowChangeDocExtension

**Version:** 3.60g -

**Default value:**

**Allowed values:**

false

**Description:**

When setting this property to false, the file extension can no longer be changed when renaming a document.

## AllowSortTasksML

**Version:** 3.60i -

**Default value:**

**Allowed values:**

0

**Description:**

The task folder can be sorted by task columns. However, this may result in a faulty sort order with multilingual tasks.

This property allows you to turn off the sort option. The following error message appears: "This column is not sortable."

## arcAddNote

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

This settings lets you define globally whether you can dock a note on a DOCUMENTS file in the archive, or not.

## arcCreateERF

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

The action in the hit list "Create ERF file" for creating EASY reference files can be hidden via this property.

## arcDeleteFile

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

When setting this property to 0, you will not be able to delete DOCUMENTS files from the archive.

## ArchiveFullMonitor

**Version:** 3.60g -

**Default value:** 0

**Allowed values:**

0 : only values displayed in the monitor frame are also archived  
1 : all entries of the file monitor are archived  
(default behavior up to ELC 3.60f)

**Description:**

On archiving the monitor, only the entries that are also displayed on the Web are now archived (i.e. considering the settings on the file types such as "Display decisions", etc..

The file type property or DOCUMENTS settings property ArchiveFullMonitor=1 allow enforcing the old behavior (all entries are archived - also available on DlcFile).

## ArchiveHasMultiLangLabel

**Version:** 3.60g -

**Default value:**

**Allowed values:**

1

**Description:**

- + Can be stored both on DlcGlobalOptions and on individual archive file types or schemas
- + Used to properly display multilingual auto titles in archive hits.

## ArchiveHitBrowsing

**Version:** 3.60c -

**Default value:** false

**Allowed values:**

true

**Description:**

When setting this property all hits from the archive will be read immediately, i.e. the data will not be requested page by page from the archive. This setting allows displaying the number of hits after the search. If, however, the number of hits is high, this setting will result in heavily degraded performance.

## arcPrintPdf

**Version:** 3.60 -

**Default value:** 0

**Description:**

This property allows turning off the "PDF printing" option in the actions drop-down list globally for all archive types.

## arcSendMail

**Version:** 3.60 -

**Default value:**

**Allowed values:**

0

**Description:**

This property allows turning off the "Send e-mail" option in the actions drop-down list globally for all archive types.

## AutoEEXSortColumns

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

With this property you specify that the system should not implicitly sort by the first four hit list columns when using EE.x.

## autoLogout

**Version:** 3.60f -

**Default value:** false

**Allowed values:**

ture/false

**Description:**

If you want users working with DOCUMENTS to be logged out on closing the browser window or when using DOCUMENTS for other purposes, you can set this property to true. However, this property only works in combination with Internet Explorer.

It has also been tested with the current Firefox version (3.5.5); however, the result has not been positive.

#### autoOpenDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

internal, external, download

**Description:**

This property allows determining how you want to start a document. Your choice is between internal (browser), external (external viewer), and download. Moreover, you can set this property in the file type or in a specific tab.

#### barcodeCharsetCode128

**Version:** 3.51 -

**Default value:** B

**Allowed values:**

A, B, C

**Description:**

The ASCII barcode type CODE128 supports three different character sets.

Variant "A" represents characters/digits "0-9", "A-Z" and special characters, while variant "B" additionally allows the characters "0-9", "A-Z", "a-z" and special characters. Variant C only represents digits, but with double information density.

#### barcodeCheckChar

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

You can optionally generate a specific check digit for the barcode types BAR39, BAR39EXT, CODE11, CODE93, CODE128, CODABAR, INTERLEAVED25 and MSI. Some systems can only handle barcodes that contain a check digit, which is why it is recommended that you try this setting. This refers to the header record.

## barcodeFileField

**Version:** 3.51 -

**Default value:**

**Allowed values:**

File field, fileId, shortFileId, shortFileId2

**Description:**

This defines which information of the DOCUMENTS file should be output as a barcode. The barcode will only be output on the header record when this property is set on the file type and contains a valid value. Otherwise, header record printing displays default behavior, i.e. without barcode output. You need to specify the technical name of the file field whose content should be output as barcode for the value. Additionally, three specific labels are available to display the current file ID.

- fileId

File ID incl. principal name, e.g.:  
peachit\_fi20070000003791

- shortFileId

File ID without principal name, e.g.:  
fi20070000003791

- shortFileId2

File ID without leading "fi", e.g.:  
20070000003791

## barcodeHeightCm

**Version:** 3.51 -

**Default value:** 2

**Description:**

Bar height of the created barcode graphic in cm. Some barcodes additionally output the information contained in the graphic in plain text below the bar. So, manipulating this parameter lets you influence barcode height and, with it, the space available in the image for the plain text.

## barcodeImageHeight

**Version:** 3.51 -

**Default value:** 150

**Allowed values:**

Pixels

**Description:**

Height of the entire barcode graphic (incl. plain text) in pixels.

## barcodeImageWidth

**Version:** 3.51 -

**Default value:** 500

**Allowed values:**

Pixels

**Description:**

Width of the entire barcode graphic (incl. plain text) in pixels.

## barcodeResolution

**Version:** 3.51 -

**Default value:** 60

**Allowed values:**

DPI

**Description:**

The internally used resolution of the barcode graphic in DPI. Higher values enlarge the created barcode, while smaller values reduce it.

## barcodeTestMode

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

When setting this property to true, the otherwise automatically started print dialog will no longer appear when starting the header record function from the actions drop-down list, which makes testing the barcode settings more comfortable.

## barcodeType

**Version:** 3.51 -

**Default value:**

**Allowed values:**

BAR39EXT\*, BAR39, CODE11, CODE93, CODE128, CODABAR, INTERLEAVED25, IND25, EAN8, EAN13, EAN128, MSI

**Description:**

The barcode standard to be used. Remember that not every barcode standard can handle letters and special characters.

## BlobEncryption

**Version:** 3.51 - 3.60j

**Default value:** 1

**Description:**

The documents can be stored in the DOCUMENTS repository (\documents) in encrypted form. To do this, you need to set the following property in DOCUMENTS settings:

BlobEncryption = 1

BlobEncryptionHasPrincipalkey = 1 (principal dependent key)

BlobEncryptionCustomKey = "Secret123" (own key)

You can turn on/off BlobEncryption arbitrarily; however, you may not do this with the other two properties because the result might be that encrypted documents can no longer be decrypted.

From ELC 4.0 onwards, this is an option on the DOCUMENTS (basic) tab with DOCUMENTS settings

## BlobEncryptionCustomKey

**Version:** 3.51 -

**Default value:**

**Allowed values:**

String Example: BlobEncryptionCustomKey = "Secret123"

**Description:**

This property sets your own key required for encrypting attachments on the hard disk. The encryption itself, however, must be enabled via another property (see also BlobEncryption and BlobEncryptionHasPrincipalKey). You need to ensure that this property is no longer turned off, because otherwise the option decrypting encrypted attachments will no longer be available.

## BlobEncryptionHasPrincipalKey

**Version:** 3.51 -

**Default value:**

**Allowed values:**

1

**Description:**

This property requires that the encryption BlobEncryption=1 is set.

When the BlobEncryptionHasPrincipalKey property is set to 1, the principal's name (abbreviation) will also be used in the key to encrypt the attachments (BLOBs), i.e. when copying the BLOBs these could only be decrypted by the same principal.

Once this property is set, you may not turn it off, because otherwise you will no longer be able to view encrypted documents

(see also BlobEncryption and BlobEncryptionCustomKey).



## calendar

**Version:** 3.51 -

**Default value:**

**Allowed values:**

false, true

**Description:**

Displays the calendar in DOCUMENTS.

## catchUpScriptJob

**Version:** 3.60b -

**Default value:** 0

**Description:**

After server startup you can prevent PortalScript jobs not executed during server downtime from subsequent execution after restarting the server.

## checkOutCancel

**Version:** 3.60g -

**Default value:**

**Allowed values:**

true, all

**Description:**

The global property "checkOutCancel=true" allows turning on the option of canceling selected checked out documents in the CheckOut overview. CheckOut of all documents is canceled at the touch of a button using "checkOutCancel=all".

## checkOutLocalEdit

**Version:** 3.60g -

**Default value:**

**Allowed values:**

0

**Description:**

This property facilitates preventing direct editing of checked-out documents in the check-out overview.

## ClosedRangeSearch

**Version:** 3.60c -

**Default value:** Depends on the archive

**Allowed values:**

0, 1 false, true

**Description:**

This property allows turning on/off the closed range search in DOCUMENTS, ENTERPRISE.i and ENTERPRISE.x from a central point (see also DocsClosedRangeSearch, EEIClosedRangeSearch and EEXClosedRangeSearch).

## controlSheetFileCoverFields

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Comma-separated list of technical field names

**Description:**

Since the header record is sometimes not very descriptive, this property allows adding more fields in the header record. The option to set the property also on file types is available.

## copySystemUserProperties

**Version:** 3.60b -

**Default value:**

**Allowed values:**

0

**Description:**

When setting this property to 0, the default user, to be set under DOCUMENTS settings => DOCUMENTS (basic) => DOCUMENTS settings / Default user, will no longer be used completely as a template on creating a new user. Only the settings are passed, but not the default user's properties.

## countFilesInInbox

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

Displaying the number of files in the user's Inbox can be hidden from the overview here. This will increase performance particularly when using Oracle.

## countTasks

**Version:** 3.60c -

**Default value:** 1

**Description:**

The number of tasks is displayed in the name of the task folder. Depending on the system, display can delay the application's response time.

## CoverXMLIgnoreFieldRights

**Version:** 3.60c -

**Default value:**

**Allowed values:**

1

**Description:**

This property allows setting the old behavior during PDF printing. All field names are displayed in the file cover. Field values in fields with no read permissions from permissioning in the file type were empty. Read permissions specified in the workflow were ignored.

## decreaseSearchArchivesScript

**Version:** 3.60g -

**Default value:**

**Allowed values:**

PortalScriptName - the Portal script to be executed

**Description:**

This setting is used to start a PortalScript in which you can limit the views/archives to be displayed in advanced search in a user-specific manner via the enumval.

So, the script must have the classic structure like an AllowedAction script; unwanted archives or views will then be removed by assigning an empty string on the respective enumval index.

In case of EE.x integration, enumval does not include the short technical names, but their "addresses", e.g.

"Unit=Default/Instance=Default/View=Scanners"

## defaultTreeFrameHeight

**Version:** 3.51 -

**Default value:** \*

**Allowed values:**

Height In Pixel

**Description:**

This setting allows defining the height of the hit tree window / folder tree.

## defaultTreeFrameWidth

**Version:** 3.51 -

**Default value:** 208 - 288

**Allowed values:**

Width in pixels

**Description:**

This setting allows defining the width of the hit tree window. The width of the window, however, is saved for each user in the `dlcMainFrameDefaultPostion` property. This ensures that this property will only be used when the `dlcMainFrameDefaultPosition` property does not exist with the user.

The default value 208 - 288 depends on which modules are active (calendar, etc.)

## DeleteActionIfFileSealed

**Version:** 3.60b -

**Default value:**

**Allowed values:**

0

**Description:**

This property does not allow deleting DOCUMENTS files sealed by the workflow.

## DocsClosedRangeSearch

**Version:** 3.60c -

**Default value:**

**Allowed values:**

0, 1 false, true

**Description:**

If in the search mask only the left field of the two input fields for a numeric field or a date field is populated, DOCUMENTS will, by default, execute a range search with an open ending. This behavior can be suppressed via this property, so the search will only be for the entered value.

## DocSortByName

**Version:** 3.60b -

**Default value:** 1

**Description:**

Documents are sorted alphanumerically displayed in all tabs. By default, they are chronologically listed after the time they were added to the DOCUMENTS file.

## docToolBarButtonDownload

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Download" button. This property can also be set in the file type or in the tab.

## docToolBarButtonEdit

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Edit" button. This property can also be set in the file type or in the tab.

## docToolBarButtonExternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "External display" button. This property can also be set in the file type or in the tab.

## docToolBarButtonInternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Internal display" button. This property can also be set in the file type or in the tab.

## documentsLoginHeader

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Login mask heading

**Description:**

You can choose any heading for the login mask.

## DynamicFolderPostfetch

**Version:** 3.60 -

**Default value:** 1

**Allowed values:**

0 - off (default, or when property is not set) 1 - on

**Description:**

This causes significant increase in performance when displaying the first hit list pages. The disadvantage is that loading the hits at the back of the list becomes slower.

Caution! Also impacts on accessing context.folderFiles in user-defined folder actions! The result then is: although, for example, 1000 DOCUMENTS files reside in the folder, only the hits of the first page (as would appear on the Web) are transferred to the FileResultSet!

## DynamicFolderWithBlobInfo

**Version:** 3.60b -

**Default value:** 1

**Allowed values:**

1

**Description:**

File attachments of DOCUMENTS files can already be displayed in the hit list of dynamic folders. With ELC 3.60g #1768 or higher, this works also with EE.x views connected to a dynamic folder.

(see also StaticFolderWithBlobInfo, LinkRegisterWithBlobInfo, HitlistWithBlobInfo). In addition, the HitlistWithBlobInfo property must be enabled.

## editModeLogout

**Version:** 3.60g -

**Default value:**

**Allowed values:**

false

**Description:**

When this value is set to false, logout via the "green" button (Exit button) will only be possible when no DOCUMENTS file is open in edit mode.

## EEIClosedRangeSearch

**Version:** 3.51 -

**Default value:** 1 for 3.60i or later, 0 for previous versions

**Allowed values:**

0 1 true false yes no ja nein ...

**Description:**

If in the search mask only the left field of the two input fields for a numeric field or a date field is populated, ENTERPRISE.i will, by default, execute a range search with an open ending. This behavior can be suppressed via this property, so the search will only be for the entered value.

Be aware, though, that ENTERPRISE.i does not support any open range information for date range search, and therefore does not automatically define an end date.

Newer EE.i version even produce an error here, which is why the default setting has been changed.

## EEICopyTextNotes

**Version:** 3.60 -

**Default value:**

**Allowed values:**

1

**Description:**

The text notes in EE.i are not revision-proof, i.e. they will no longer be present on the "new" archive hit after editing and saving an archive hit (these can only be found on the old version). This property allows enforcing that text notes are copied to the new version.

## EEIHitlistDateFormat

**Version:** 3.60f -

**Default value:**

**Allowed values:**

Format

**Description:**

When ENTERPRISE.i used a date format other than "German", "English" or "International" in hit lists, the portal-side sort function was previously unable to evaluate it. As a workaround, you can now specify a small format template as property "EEIHitlistDateFormat" in the DOCUMENTS settings. The template is composed of four characters. It starts with a separator used between the date components. This is followed by the three lowercase letters 'd' for day, 'm' for month and 'y' for year in the order in which it is output by the archive.

## EEImplicitEnumPhrase

**Version:** 3.60h -

**Default value:**

**Allowed values:**

false, true

**Description:**

In ENTERPRISE.i enumeration fields the search/retrieval system, by default, performs a phrase search to achieve the same behavior as in DOCUMENTS. Otherwise, ENTERPRISE.i interprets a space in a search term as a logical Or. Lists where the same word appears in different rows would therefore no longer be individually searchable on the Web after each row. Meanwhile, the File Manager does not always behave like that. The EE.i configuration of the enumeration list lets you set whether a phrase search should be performed or not. If the Portal system should also adhere to this, you will have to set the EEImplicitEnumPhrase property on the archive type or in the DOCUMENTS settings to false. Moreover, the archive fields concerned must have been imported at least via Portal version 6.0b. Otherwise, the EE.i configuration will be ignored, and search will be performed in a string field as usual.

## EEMultiServerLocations

**Version:** 4.00 -

**Default value:** 0

**Allowed values:**

0 1 false true

**Description:**

Switch for cross-server locations.

This property determines whether locations of the same name are combined into a single location by multiple ENTERPRISE.i servers during advanced search source selection.

## EEXClosedRangeSearch

**Version:** 3.60a -

**Default value:**

**Allowed values:**

0, 1 false, true

**Description:**

If in the search mask only the left field of the two input fields for a numeric field or a date field is populated, ENTERPRISE.x will, by default, execute a range search with an open ending. If you do not want to find only a single value, but also a range, this property allows turning off this behavior.



## EQLStyleForLIKE

**Version:** 3.60f -

**Default value:**

**Allowed values:**

GenericSQL

**Description:**

A search in EE.x for expressions containing underscores frequently returned hits only in interaction with SQLServer. An EE.x-Oracle installation, for instance, did not return any hits because ELC has always enclosed the special characters "%", "\_", "'", and "[" in LIKE expressions in square brackets and because on the EE.x side these expressions are apparently not converted matching the respective database.

To ensure that hits appear at all in other databases, you can now set the DOCUMENTS property "EQLStyleForLIKE" to "GenericSQL". The named characters and the backslash are then treated as "?". This is an interim solution, which will be valid until a consistently database independent query syntax is available.

## ExtendedRegisterRights

**Version:** 3.60c -

**Default value:**

**Allowed values:**

0, 1

**Description:**

Users can add and edit documents on a DOCUMENTS tab and delete them using write permissions. This property allows additional permissions on tabs to regulate access to them. You can set the following properties on the Properties tab:

The tab property AllowAddDocs=AccessProfile1,AccessProfile1,.. allows granting users the right to add new documents.

The tab property AllowAddDocs=AccessProfile1,AccessProfile1,.. allows granting users the right to delete documents.

The previous write permission on the tab will then be interpreted as an editing permission.

## extendedSearchMultiFileTypeMode

**Version:** 3.51 - 3.51

**Default value:** 1

**Description:**

Advanced search usually allows searching only in all file types, none of the file types, or in exactly one file type. This means that only a full text search is possible with several selected file types in the search. In some cases, however, the option to enable searching across file types as in the archive, is desirable. This property can meet this requirement.

In version 3.60 or higher, you will find this also as a setting under:

DOCUMENTS settings => DOCUMENTS (basic) => Search / Search in multiple file types

## extViewerWinDimension

**Version:** 3.60e -

**Default value:**

**Allowed values:**

The following variables are allowed: - width - height - top - left Example: extViewerWinDimension = width=800,height=480,top=10,left=10

**Description:**

The size or position of an opening window (see also thumbnailOpenDocMode) can be set via this property.

The window's properties can be set via  
extViewerWinProperties.

## extViewerWinProperties

**Version:** 3.60f -

**Default value:**

**Allowed values:**

The following variables are available: - scrollbars - resizable - menubar - location - toolbar - status Example:  
extViewerWinProperties = scrollbars=no,resizable=yes,menubar=yes,location=no,toolbar=no,status=yes

**Description:**

Properties of an opening window (see also thumbnailOpenDocMode) can be enabled or disabled via this property.

extViewerWinDimension allows influencing the window's size and position.

## EzAmericanDateSearch

**Version:** 3.51 -

**Default value:**

**Allowed values:**

1

**Description:**

If a connected ENTERPRISE.i system has been configured in such a manner that the American format instead of the European format must be used for date search, you will have to set this property so that the Portal customizes the search requests accordingly. Otherwise, the archive system would interpret the month as the day, and vice versa.

## EzYearYYSearch

**Version:** 3.51 -

**Default value:** 0

**Allowed values:**

0 1

**Description:**

Two-digit years that have been entered are transferred to the EE.i archive as two-digit years during search.

Unlike ELC, the archive system may extend two-digit entries to 19XX or 20XX. This switch can be used to enforce EE.i loyal behavior. This option is only useful for a simple EE.i installation without DOCUMENTS, because otherwise external and internal searches may interpret the input differently.

#### fileNavigationPostion

**Version:** 3.60d -

**Default value:** 1

**Allowed values:**

1

**Description:**

When browsing lists you can display the position within the list. The current page/number of pages then completely appear between the "next" and "previous" buttons of the browse function.

#### fileStackNavigation

**Version:** 3.51 -

**Default value:** 1

**Allowed values:**

false or 0 disable the effect, while true or 1 enable it

**Description:**

References are normally not resolved with the so-called breadcrumb navigation in the DOCUMENTS navigation bar. This means that a user who clicked a reference field in a DOCUMENTS file, thus having jumped to the referenced file, can only jump back to the previous file via the small icon ("Go to previous file") in the navigation bar.

#### fileStackNavigationCreateNewFile

**Version:** 3.60b -

**Default value:**

**Allowed values:**

true

**Description:**

User-defined actions of the "New File" type can be used on file types using FileStackNavigation. After creating a new file via an action button, the top navigation bar will then be displayed, as with linked DOCUMENTS files (with FileStackNavigation enabled), by the following schema:

"Overview > [Folder] > [File A] > [New File B]".

This has previously not been the case. This new feature can be enabled via a property in the DOCUMENTS settings: Create a new entry named "fileStackNavigationCreateNewFile" using the value "true".

## FilingPlanManualIndex

**Version:** 3.60c -

**Default value:**

**Allowed values:**

1

**Description:**

File plan with manual indices can be entered in the User-defined 3 field after setting the DOCUMENTS settings property FilingPlanManualIndex=1

Extension: FilingPlanNoDBConversion=1 for searching existing file plans in the archive (conversion from 1.4.2 to 001004002 does not take place)

## FilingPlanNoDBConversion

**Version:** 3.60c -

**Default value:**

**Allowed values:**

1

**Description:**

File plan with manual indices can be entered in the User-defined 3 field after setting the DOCUMENTS settings property FilingPlanManualIndex=1

Extension: FilingPlanNoDBConversion=1 for searching in existing file plans in the archive (conversion from 1.4.2 to 001004002 does not take place); instead, the search is for the 1.4.2 string.

## FolderAutoSetFirstHitlist

**Version:** 3.60 -

**Default value:**

**Allowed values:**

0

**Description:**

This allows turning off automatic selection of the first hit list. Instead, the fields where the "Display in hit list" checkbox is enabled are displayed.

## folderSearchMode

**Version:** 3.51 - 3.51

**Default value:** 1

**Description:**

The option to display a search field enabling subsequent search within the hit list is available in all hit lists. In version 3.60 or higher, this property is available as a setting under:

DOCUMENTS settings => DOCUMENTS (basic) => Search / Search field in folder

## fulltextSearchAutoComplete

**Version:** 3.60g -

**Default value:**

**Allowed values:**

AutoComplete function

**Description:**

The text input field for full text search can be optionally extended with an AutoComplete function. To do this, you add a property named "fulltextSearchAutoComplete" to the DOCUMENTS settings. The syntax is analogous to the syntax in the file fields:

<ScriptName>[:[Param01]][[:[Param02]][[:[Param03]]]

e.g. "CategoryLookupScript:3:0.2"

The parameters to be passed are required for the following functions:

Param01: This defines after how many characters entered the AutoComplete function is enabled.

Param02: This is a time delay in milliseconds after which the AutoComplete box opens.

Param03: This parameter allows defining how many suggestions should be displayed in the AutoComplete box.

The values Param1-3 are optional values; if these values are not set, the following default values are valid for the individual parameters:

Param01

Param02

Param03

Moreover, you need to ensure that the order of the parameters is kept. For instance, if you want to alter Param03, you need to specify param01 and Param02 as well.

Example:

"CategoryLookupScript:3:0.2:10"

If you want to alter only Param01, you can omit Param02 and Param03.

(see also additionalSearchFrameHeight)

## gentableLangSupport

**Version:** 3.60f -

**Default value:** true

**Allowed values:**

true/false

**Description:**

This DOCUMENTS property allows storing a definition file per created language, achieving better display of multiple languages.

For example:

File Type+ "\_Def\_" + Locale+ ".xml" => invoice\_Def\_en.xml

Like the default definition file, this file should reside in the \www\WEB-INF folder. If no definition file is stored

for a language, the default definition file will be used. However, this only works for plug-in version 2.0 or higher.

### GlobalControlFlowGuard

**Version:** 3.60b -

**Default value:**

**Allowed values:**

Expression or runscript:Name of script

**Description:**

Workflow control points allow integrating conditions or portal scripts. This property enables setting conditions or a script for each workflow control point.

### GlobalControlFlowGuardErrorMessage

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Message

**Description:**

If a global guard (GlobalControlFlowGuard) is defined for all control flows and this set condition is not met, the error message that is defined through this property will be output (see also GlobalControlFlowGuard).

### globalScript

**Version:** 3.60g -

**Default value:**

**Allowed values:**

Script name

**Description:**

The global property "globalScript=Scriptname" allows defining a global script that can be accessed via a button in the left main navigation frame.

In doing so, however, context.returnType und context.errorMessage are to date (as of #1776) not yet supported/evaluated; the value returned via the return statement is automatically displayed as alert() in the user's browser.

### groupingNumeric

**Version:** 3.60b -

**Default value:** 1

**Allowed values:**

0, 1

**Description:**

All numeric fields are displayed with thousands separators.

## groupingNumeric\_LOCALE

**Version:** 3.60b -

**Default value:**

**Allowed values:**

Character or 0

**Description:**

Numeric fields can be displayed with thousands separators. In doing so, local, dependent separators can be declared as follows:

groupingNumeric\_locale=x

Taking Switzerland (ch) as an example, this would look as follows:

groupingNumeric\_ch= '

Here you need to make sure that with "ch" you insert the principal settings as locale under Portal language(s).

## HighlightHitwords

**Version:** 3.51 - 3.60j

**Default value:** false

**Allowed values:**

false/true

**Description:**

When searching via full text fields the hits in details view will be highlighted in color.

This is also the main switch for all types of hit highlighting after a search.

When this option is turned off, other "highlight" options do not work either.

The Web server application currently registers a change of the value only after re-initialization (pEvent=init or restart).

Note on change from 4.0:

From version 4.0, the DOCUMENTS settings switch "Hit highlighting" replaces this property

## HighlightHitwordsTextScrollbars

**Version:** 3.60b -

**Default value:** false

**Allowed values:**

true/false

**Description:**

When in highlight hit words mode, text fields will be displayed, without scrollbars, in content size.

## HighlightTechHits

**Version:** 3.60e -

**Default value:** 0

**Allowed values:**

0

**Description:**

Improved full text highlighting in file fields (DOCUMENTS only): Field values will be completely highlighted if this is a technical hit where the field value differs from the display value. This can be turned off via the HighlightTechHits=0 property.

## hitlistReactivatedState

**Version:** 3.60g -

**Default value:**

**Allowed values:**

1

**Description:**

The Documents settings property: hitlistReactivatedState = 1 allows defining for archive hit lists to display a different icon for archive files that are already being edited (e.g. by another user) or have already been reactivated. This setting has negative impact on performance on displaying the hit list (see also SingleEditMode).

## HitlistWithBlobInfo

**Version:** 3.60b -

**Default value:** 1

**Description:**

Documents can already be displayed in hit lists (folders) (see also StaticFolderWithBlobInfo, DynamicFolderWithBlobInfo, LinkRegisterWithBlobInfo).

## HLSortByLabel

**Version:** 3.60h -

**Default value:** 1

**Allowed values:**

1

**Description:**

Hit lists residing in a drop-down list, e.g. during advanced search, are usually not sorted or sorted by the technical label. When setting this property, the hit lists in the drop-down list will be sorted by the label in the corresponding locale.



## impliedTreeSearch

**Version:** 3.51 -

**Default value:** false

**Allowed values:**

false, true

**Description:**

After the search the hit list is displayed immediately in the hit tree.

## importFileInOwnerInbox

**Version:** 3.60b -

**Default value:** 0

**Description:**

DOCUMENTS settings allow preventing that the Inbox of the importing user is populated with new DOCUMENTS files. This also applies to file imports via SOAP and XMLRPC.

## jobUserEEInstance

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Instance name

**Description:**

These and the jobUserEEUnit property facilitate specifying the EE.x instance or unit that the Job user should use in the jobs (delay, resubmission, receive signals, job scripts, etc.) to access EE.x.

## jobUserEEUnit

**Version:** 3.51 -

**Default value:**

**Allowed values:**

unit name

**Description:**

These and the jobUserEEInstance property facilitate specifying the EE.x instance or unit that the Job user should use in the jobs (delay, resubmission, receive signals, job scripts, etc.) to access EE.x.

## kioskViewMode

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

This can be used to enable Kiosk mode; however, it should only be used with Web-based applications such as the archive.

## LargeDoubleLists

**Version:** 3.60e -

**Default value:** false

**Allowed values:**

0 1 false true

**Description:**

By default, only the first 255 characters of the field value are considered in a double selection list field during internal search. When setting this property to true, field values of up to 64000 characters can additionally be searched.

This, however, significantly slows the search; this is not supported in the Oracle version because the database does not play along with this.

=> better use GACL Cache

## LatestVersionOnly

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

Only the last version of a DOCUMENTS file is displayed during search in EE.x. When setting this property with the value 0, the previous versions will also be displayed.

## loginInfolImage

**Version:** 3.51 -

**Default value:**

**Allowed values:**

ImageName.Extension

**Description:**

The login mask's background graphic can be altered through this. The graphic must reside in the

\\www\\images\\alternative directory.

The graphic should have a maximum size of 606 x 340. When exceeding this size, the graphic will only be partially displayed, or not at all.

## LogRights

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

This property is used to display user rights in the server window, e.g. permissions on files. However, it is recommended that you use the maintenance option "testAccess" in the PortalClient. The advantage of this operation, as opposed to the property, is that permission representation is better.

To use the maintenance operation, open the maintenance window in PortalClient under:

Administration => Perform maintenance operation...

and then enter the following command:

testAccess file/file ID user

e.g. testAccess ftWebContent writer

## LogSearchesTo

**Version:** 3.51 -

**Default value:**

**Allowed values:**

File path + file name prefix

**Description:**

When this property is enabled, DOCUMENTS search queries will be logged to the database.

In doing so, the query statement, query time and resultset time are logged. You need to specify the file path and file name for this property; "\_[User name].log" will then be automatically appended.

## MaxArchiveHitsFolder

**Version:** 3.60h -

**Default value:**

**Allowed values:**

number

**Description:**

This property allows defining the maximum number of hits in dynamic archive folders. This helps improve performance.

## MaxHitfieldLength

**Version:** 3.60 -

**Default value:** 50

**Allowed values:**

Length

**Description:**

Defines the number of displayed characters in a column of a hit list.

## MaxLastUsedFiles

**Version:** 3.60b -

**Default value:** 10

**Allowed values:**

Number up to maximum 99

**Description:**

The maximum number of DOCUMENTS files displayed in "Last used" is limited to a number of 10. This property allows increasing this top limit to the value of 100.

## maxSizeDocToParse

**Version:** 3.51 -

**Default value:** 524288

**Allowed values:**

Number of bytes

**Description:**

The size of the data file to be uploaded will be limited with PortalScripting method addDocumentFromFileSystem if this should be parsed after AutoTexts. This size can be defined using this property.

## menuPreferencesHiddenItems

**Version:** 3.60 -

**Default value:**

**Allowed values:**

UserSettingsChangePassword = Change password UserSettingsPrivateFolders = Personal folders

UserSettingsEMail = E-mail options UserSettingsAbsence = Absence UserSettingsLists = Lists / Other

UserSettingsAdmin = User administration UserSettingsVersion = Version

**Description:**

This property allows hiding the options under the outbar settings.

Example:

menuPreferencesHiddenItems = UserSettingsChangePassword,UserSettingsEMail,UserSettingsLists

## MobileHL

**Version:** 3.60d -

**Default value:**

**Allowed values:**

FileType.HitList

**Description:**

MobileClient considers the hit list. Remember that the hit list should contain title, task, user and creation date, because otherwise the first four values will be used instead.

## navibarInfolmage

**Version:** 3.60 -

**Default value:**

**Allowed values:**

ImageName.Extension

**Description:**

An additional log is inserted into the navigation bar. The graphic must reside in the

\\www\\images\\alternative directory.

The maximum size of the graphic should be 61 x 22; when exceeding this size, navigation, controls and tabs may no longer be displayed.

## newsNaviParams

**Version:** 3.60c -

**Default value:**

**Allowed values:**

"<categoryId>-<contentId>

**Description:**

In frame-based portals, a specific news window may be displayed when initially displaying the home page. - This feature is activated using two properties on the portal administration:

"useNewsWindow" = "true" generally turns on the feature

"newsNaviParams" = "<categoryId>-<contentId>" specifies the two parameters for the content of the news page to be displayed. - Tip: The IDs can simply be identified via the Portal client!

This feature had a bug that was fixed in DOCUMENTS 6i.

## openDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

external, download

**Description:**

Determines default behavior on opening a document.

## OpenFolderLevel

**Version:** 3.51 - 3.51

**Default value:** 0

**Allowed values:**

Open folder level (Open folder level= 1, 2, ... - 0 (do not expand) is the default)

**Description:**

When a user logs in to the DOCUMENTS Web interface, folders, which themselves contain subfolders, are usually not automatically expanded in the tree structure. The property introduced here lets you configure that all folders are to be automatically expanded up to the defined nesting depth.

From version 3.60, this can be found in the Portal client under:

DOCUMENTS settings => DOCUMENTS (display) => Global / Open folder level

## Outbar

**Version:** 3.51 -

**Default value:** Comma-separated outbar list

**Description:**

You can display public folders on your own outbar tab. To do this, you need to do the following:

Step 1:

Specification of additional outbar tabs

Default outbar tabs: Folder, settings

Property in DOCUMENTS settings: Outbar=Name1,Name2,Name3

Step 2:

Enter outbar icons

Target directory: \www\images\dlc\compact\outbar

Disabled icon: Name1.gif

Active icon: Name1\_a.gif

Make sure that the name of the outbar and the associated icon match.

Step 3:

Allocate the public folders to one or more outbar tabs

Property in the folder: Outbar=Name1,Name3

The folder is displayed only in the specified outbar tab, no longer in the outbar tab "Folder".

### OutbarWithFilingPlanIndex

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

If you want to hide the file indices from the file plan, you set this property to 0. The labels with the indices are kept.

### overviewAction

**Version:** 3.60f -

**Default value:**

**Allowed values:**

script:ScriptName url:WebAddress

**Description:**

This property allows changing the overview page at the start. Unlike the overviewPage, however, you can specify a script or URL here.

Example of value input:

url:www.heise.de

### overviewAlternateTarget

**Version:** 3.60h -

**Default value:**

**Allowed values:**

ExtendedSearch Inbox

**Description:**

This property allows setting a different DOCUMENTS home page. In doing so, the existing overview page is no longer displayed and, depending on the entered value, it is replaced with Advanced Search or Inbox.

## overviewAlternateTargetURL

**Version:** 3.60h -

**Default value:**

**Allowed values:**

File name

**Description:**

This property allows changing the overview page at the start. To do this, you can use an HTML file, for example; however, this should reside in the \www\jsp folder. Alternatively, you can specify the complete file path.

The difference to the overviewPage property, which works similarly, is when these properties are obtained. When using both properties, only overviewAlternateTargetURL will be executed. To start third-party sites or scripts in the overview, you can also use the overviewAction property.

## PostfetchShowCount

**Version:** 3.60 -

**Default value:**

**Allowed values:**

true/false

**Description:**

When using the Postfetch property, only the hits of the current page will be loaded. However, the total number of all hits is displayed anyway. To suppress this, you can set this property to false. This property thereby improves performance; it should only be used in combination with the Postfetch property. Be aware that this only works with dynamic folders.

## qvKioskViewMode

**Version:** 3.51 -

**Default value:**

**Allowed values:**

true

**Description:**

Quick views are displayed in Kiosk mode. This means that the left frame panel (folder tree, search bar, etc.) is hidden and only the DOCUMENTS file is displayed.

## refreshInvoiceFrame

**Version:** 3.51 -

**Default value:**

**Allowed values:**

false

**Description:**

When reloading a tab where the Invoice plug-in is enabled, the Invoice window will usually be reloaded as well. To prevent this, you set this property to false. This helps improve performance.



## refreshMonitorFrame

**Version:** 3.60c -

**Default value:**

**Allowed values:**

true

**Description:**

For performance reasons, link tabs in monitor frame will no longer be reloaded when switching tabs. This behavior can be restored using the DOCUMENTS property "refreshMonitorFrame=true".

## ReleaseVersionCheckIn

**Version:** 3.60f -

**Default value:**

**Allowed values:**

1

**Description:**

This property allows defining the default behavior of the "Release version" checkbox in the Check-in dialog. By default, this checkbox is not selected.

## scanDocumentName

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Name of scanned document

**Description:**

The scanned document is automatically saved under the name specified as the value. You can also set it for specific file types.

## scanDocumentRenaming

**Version:** 3.51 -

**Default value:**

**Allowed values:**

false

**Description:**

A window for entering the name for the scanned document opens. When enabling the scanDocumentName property, the predefined name is displayed in the input line.

## searchableReferenceFields

**Version:** 3.51 -

**Default value:** 1

**Description:**

The reference fields in DOCUMENTS have a key and a display value. Both values are saved together in a database field, which is why database-side sorting is by the key. Because in some cases this is not desired or not useful, this property allows entering the display value first and therefore sort by it. The maintenance operation "makeReferenceFieldsSearchable" enables converting existing DOCUMENTS files.

## SearchIndexSelectMode

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1, 2

**Description:**

For fields indexed in two ways the preferred index can be globally configured via the DOCUMENTS property "SearchIndexSelectMode".

Allowed values:

0 = Prefer full text (as with 3.60d or earlier)

1 = Prefer primary index for more numeric types; else prefer the full text index (new default value)

2 = Prefer primary index

The desired control character for switching to the respective index in text search fields can be immediately written after the number. '=' is the default character. The selected character is filtered as the first character in a search value expression regardless of whether the search is performed in DOCUMENTS, EE.x or EE.i.

## showBlobAsPdf

**Version:** 3.60b -

**Default value:**

**Allowed values:**

0, 1

**Description:**

Attachments that can be converted to PDF format (partnernet.ini PDF print converter) are displayed via this property in PDF format on the Web regardless of their actual file type.

## showBlobAsPdfInDocEditMode

**Version:** 3.60i -

**Default value:**

**Allowed values:**

0

**Description:**

Prerequisite:

The showBlobAsPdfInDocEditMode property can only be used when the showBlobAsPdf=1 property is set.

When showBlobAsPdf=1 is set, the attachments on a DOCUMENTS file will be displayed as PDF documents if converters for PDF conversion are defined in the partnert.ini / documents.ini file. The attachments will also be displayed as a PDF file if the file is in edit mode and a document is being edited.

When the showBlobAsPdfInDocEditMode=0 property is defined, the attachments will still be displayed as PDF in edit mode; however, if one attachment is being edited, this will be displayed in its actual file format.

This property can also be defined on the file type.

## ShowHitTemplate

**Version:** 3.60 -

**Default value:** 1

**Description:**

After a multi-archive search it is usually not obvious which hit comes from which archive. By setting up the following new property an additional table column can be shown in the hit list which displays the origin of the respective hits in full XML server notation (i.e. incl. location!). All this works also with file types, in which case the respective underlying file type is shown on the hit.

## showScriptsInMonitor

**Version:** 3.60b -

**Default value:** 0

**Allowed values:**

0

**Description:**

Defines that the script actions are not displayed in the file view monitor. This can be set globally for all file types. In addition, this can be defined on the file type.

## showStatelcon

**Version:** 3.60f -

**Default value:**

**Allowed values:**

true/false

**Description:**

This property can be used to disable displaying the status icons. The status icon is the icon in the list views (folder/search) preceding each DOCUMENTS file.

## SingleEditMode

**Version:** 3.60g -

**Default value:**

**Allowed values:**

1, 2, 3, 4

**Description:**

Options for editing and reactivating archive files. Currently, any authorized user can set or reactivate an archive file that is being edited. However, if you want only one person to edit or reactivate an archive file at a time, this can be set via the following property:

Documents settings or schema: SingleEditMode = 1-4

1: Can be reactivated only by one person at a time

2: Can be edited only by one person at a time

3: Can be edited only by one person at a time, and reactivated by one person

4: Can be edited or reactivated only by one person at a time

## SMSToByLabel

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

This property allows sorting the drop-down list containing the saved search masks in advanced search by the label (see also HLSortByLabel). By default, sorting is by the technical name.

## SoapFileWithDummyFields

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

If you want to access a DOCUMENTS file on which the user has only limited read permissions via a SOAP client, e.g. they may not see specific fields, the field will not be displayed. When using the property, a field will be displayed with the name and content "n/a". This can be useful if you are not exactly familiar with all user rights.

## SoapReportFullColumnLength

**Version:** 3.60h -

**Default value:** 1

**Allowed values:**

1

**Description:**

This property causes long values not to be truncated after 50 characters (Docum...) when using the SOAP report methods, but supplying the complete value.

## StaticFolderWithBlobInfo

**Version:** 3.60b -

**Default value:** 1

**Description:**

File attachments can already be displayed in the folder list (see also LinkRegisterWithBlobInfo, DynamicFolderWithBlobInfo, HitlistWithBlobInfo). In addition, the HitlistWithBlobInfo property must be enabled.

## strictCheckWriteField

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

When setting this property to 0, write permission checker will be disabled. The use of this property is not recommended because this would open up a security vulnerability.

## SuppressUndeclaredFields

**Version:** 4.00 -

**Default value:** 0

**Allowed values:**

0 1 false true

**Description:**

Hide and ignore non-declared archive file fields.

When setting this property to 1 or true, archive file fields not declared in the archive structure will be ignored. The fields are neither displayed nor considered when versioning archive files.

This property can be set in the DOCUMENTS settings, for an archive server, or directly for the individual archive or schema (for the EAS interface, directly on the file type).

Changes will only take full effect by deleting the temporary archive files.

## unitInfo

**Version:** 3.60b -

**Default value:**

**Allowed values:**

true

**Description:**

When selecting an instance / unit other than the default values while logging in to the Web client and connecting to EE.x, this property allows setting that the user is displayed the unit / instance name in the browser title during their session.

## useListSortInTreeSort

**Version:** 3.60e -

**Default value:**

**Allowed values:**

true

**Description:**

If no definition regarding columns and sorting (see also treeSort) is made for the hit tree, the first four columns will be used as sort criteria. However, if you use the "useListSortInTreeSort=true" property, the current sort of the Web client will be used.

## useThumbnailInDocumentView

**Version:** 3.51 -

**Default value:** 1

**Allowed values:**

0, 1

**Description:**

All documents of the current tab are displayed as thumbnails on the document tab. This is done in the column below the document fields, i.e. you must be in document view, not in list representation of documents. For display to take place at least two documents must be present, ImageMagick must be installed and registered in partnernet.ini.

## useThumbnailInFileView

**Version:** 3.60 -

**Default value:** 1

**Allowed values:**

0, 1

**Description:**

All documents are displayed as thumbnails on the field tab.

Prerequisite: ImageMagick must be installed and registered in the partnernet.ini file

## ValueSearch

**Version:** 3.60 -

**Default value:**

**Allowed values:**

0: Search only in ShortValue (255 characters) 2: Search always in ShortValue and value (64000 characters)

**Description:**

By default, the server itself decides whether it must search in the partnernet DB in ShortValue AND in the value. This depends on the search method and the wildcards (\*) entered.

When setting this property to 0, the search will always be performed only in ShortValue.

The search will always be performed in ShortValue and Value for the value 2 (even if this may not be necessary).

All this does not (currently) apply to Oracle because there can be no search in the value (LONG).

## ViewerAnnoTrans

**Version:** 3.60f -

**Default value:** 0

**Allowed values:**

0 - 100

**Description:**

This property allows making the "yellow stickers" transparent. The values can be in the 0-100 (percent) range.

## ViewerDefaultEncodingAnnotations

**Version:** 3.60d -

**Default value:**

**Allowed values:**

UTF-8 or other encodings

**Description:**

By default, the system encoding of the PortalServer computer is used as the default encode for new graphic annotations. If, for instance, ISO-8859-1 is set there, which does not contain a € sign, this property allows defining another encoding, e.g. ISO-8859-15 or UTF-8.

## viewerExtensions

**Version:** 3.60b -

**Default value:**

**Allowed values:**

tif, gif, ...

**Description:**

Data types for which an internal viewer is available can be registered. A download page is displayed for all other data files.

Comma-separated list of file extensions that can be displayed in the browser (viewer or plug-in). If an extension is not present, a specific download page will be displayed on opening that file. This is also true for the "Open first document immediately" option.



## Properties for DlcRegister

List of all properties for tabs on file types.

### AllowAddDocs

**Version:** 3.60c -

**Default value:** AccessProfile1, AccessProfile2

**Allowed values:**

Comma-separated list of access profiles

**Description:**

The respective access profiles can add documents within the tab (see also ExtendedRegisterRights).

Example:

AllowAddDocs = AccessProfile1,AccessProfile2,.....

### autoOpenDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

internal, external, download

**Description:**

This property allows determining how you want to start a document. Your choice is between internal (browser), external (external viewer), and download. Moreover, this property can be set in the file type or in the DOCUMENTS settings.

### docToolBarButtonDownload

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Download" button. This property can also be set in the file type or in the DOCUMENTS settings.

### docToolBarButtonEdit

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Edit" button. This property can also be set in the file type or in the DOCUMENTS settings.

## docToolBarButtonExternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "External display" button. This property can also be set in the file type or in the DOCUMENTS settings.

## docToolBarButtonInternal

**Version:** 3.60b -

**Default value:**

**Allowed values:**

false

**Description:**

The DOCUMENTS toolbar lets you show or hide the "Internal display" button. This property can also be set in the file type or in the DOCUMENTS settings.

## filter

**Version:** 3.60h - 4.00

**Default value:**

**Allowed values:**

Filter expression

**Description:**

When you create a dynamic folder in DOCUMENTS, you can set up to three filters for that folder. This property allows specifying a filter expression that contains more than just three conditions. The filter expression's syntax is oriented to that of PortalScripting. This property can also be set in the properties of dynamic folders. From version 4.0, the filter on the "Filter (advanced)" tab is defined.

## hitlist

**Version:** 3.60 -

**Default value:**

**Allowed values:**

Hit list name in format: Hit list name or file type.Hit list name on linking multiple file types

**Description:**

When using a link tab, you can specify the hit list definition here.

## NoEmptyFilterValue

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

If no value is specified in a link tab's filter, all DOCUMENTS files will be displayed. This property can be used to suppress this behavior, so the tab will remain empty if no comparison expression has been specified for the filter. Search will then no longer continue (see also QuoteEmptyFilterValue)

## openDocMode

**Version:** 3.60b -

**Default value:** internal

**Allowed values:**

external, download

**Description:**

Determines default behavior on opening a document.

## QuoteEmptyFilterValue

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0, 1

**Description:**

If no value is specified in a link tab's filter, all DOCUMENTS files will be displayed. When setting this property, empty comparison expressions will be replaced with two quotes to find an empty field value (see also NoEmptyFilterValue)

## Released

**Version:** 3.51 - 3.51

**Default value:** 0

**Description:**

The tab is not displayed in the Web client, but it can be used in the PortalScripting, for example.

Version 3.60 or higher contains a checkbox named "Released" in the tab's settings under "General".

## SearchMethod

**Version:** 3.60h -

**Default value:**

**Allowed values:**

0-5

**Description:**

This property allows defining the search method to be used on a link tab. If this is not defined, the search method defined with DOCUMENTS settings will be used.

0 - \*Term\* => Searches the term within a text field regardless of whether this is a separate word or contained in another word. This is quite user-friendly, but it can be a heavy load on performance depending on the size of the database.

1 - Term => Looking only for the term as was entered.

2 - Term\* => Finds words in text fields starting with the entered term.

3 - equivalent to Method 0, but it ignores individual '\*' in the entered search term with the full text indexed file contents

4 - equivalent to Method 1, but it ignores individual '\*' in the entered search term with the full text indexed file contents

5 - equivalent to Method 2, but it ignores individual '\*' in the entered search term with the full text indexed file contents

Search method 2 is the default value in DOCUMENTS.

This property can also be set in folders.

## Principals

Properties that can be defined on the principal's entry.

### AbsenceMailWithDocs

**Version:** 3.51 -

**Default value:** 1

**Description:**

The absent user receives a notification e-mail containing documents on the delegated DOCUMENTS file. This allows users to inform themselves about DOCUMENTS files that were archived and deleted prior to their returning to the office from vacation.

### AdHocSendingCheckUserRights

**Version:** 3.51 -

**Default value:** 1

**Description:**

Checks the user rights with the ad hoc distribution dialog.

Property not set (DOCUMENTS default behavior):

The recipient's read permissions are not considered with ad hoc distribution, prompting, etc.

=> The DOCUMENTS file is placed in recipient's Inbox, but the recipient cannot see it owing to missing permission

Property set:

Restriction of available recipients to the user with read permissions. Groups and aliases are no longer available

### afterAutoLoginScript

**Version:** 3.60h -

**Default value:**

**Allowed values:**

Script name

**Description:**

This property behaves like the afterLoginScript property, the difference being that this one is intended for single sign-on. The following global variables are available within the script:

\* login

\* source

\* instance

\* unit

## afterLoginScript

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Script name

**Description:**

The set script is executed after successful login; in doing so, it may execute additional validations (e.g. logging the number of all successful logins).

The following global values are available

\* login

\* asUser

\* source

\* instance

\* unit

## autoLoginScript

**Version:** 3.51 -

**Default value:** Script name

**Description:**

When login is performed via single sign-on, the script defined here will be started during the login process. The following global values are available within the script:

login, source, instance, unit

The password is not available.

## CatSearch

**Version:** 3.51 -

**Default value:** 1

**Description:**

A category restriction is executed during full text search in the content. A checkbox that can be used to enable or disable the category restriction during search appears below the Web interface's full text search.

## DeleteSentMails

**Version:** 3.51 -

**Default value:** 0

**Description:**

As a rule, e-mail messages will be deleted from the PortalClient: Administration->Sent eMails folder if these have been transferred successfully to the SMTP server. This setting, however, enables suppressing this by setting this property to 0.

## docimportWarnings

**Version:** 3.51 -

**Default value:**

**Allowed values:**

0

**Description:**

This property allows suppressing warnings during file import/update via docimport.

## EMailAsync

**Version:** 3.51 -

**Default value:** 1

**Description:**

E-mail messages are sent asynchronously, which enables the user to work more smoothly in the WebClient.

## EMailBCC

**Version:** 3.60b -

**Default value:**

**Allowed values:**

Comma-separated e-mail list of recipients

**Description:**

A recipient who receives a blind copy of each e-mail message sent is set throughout the principal.

## ExtVersionPreview

**Version:** 3.60f -

**Default value:**

**Allowed values:**

0

**Description:**

As a rule, version, owner and date are displayed during version listing in the archive. When setting this property to 0, only the versions will be listed. This ensures a significant gain in performance because you no longer need to load on each individual version of the archived file.

## FindDynamic

**Version:** 3.51 -

**Default value:**

**Allowed values:**

1

**Description:**

If a dynamic folder exists with a file type, all DOCUMENTS files of that type can be retrieved. This property can also be set in the file type, where it will "overwrite" the global setting for that file type.

## formSecurityCheck

**Version:** 3.60g -

**Default value:**

**Allowed values:**

all - comma-separated list of technical names of forms

**Description:**

The specified forms then have a so-called Captcha, a graphic user ID

## inboxHitlist

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Definition

**Description:**

Hit list for the user's Inbox can be defined. The definition is a comma-separated list of the following allowed values:

- Title
- FileType
- Owner
- lastEditor
- CreatedAt
- ModifiedAt
- Task
- %AutoText% - load on performance!
- FileType.FieldName
- Field name



## loginScript

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Script name

**Description:**

This property is executed prior to login of a user. The following environment variables are available:

- login -> user login
- password -> plain-text password entered by user
- source -> e.g. SOAPAPI
- instance for EE.x
- unit for EE.x
- asUser -> for trusted login

Ensure that the return value of the PortalScript=0, because otherwise login will be canceled.  
context.errorMessage can be used to return an error message.

## MaxFailedLogins

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Number

**Description:**

The maximum number of failed logins until the user account is locked can be defined. After that, the user account must be released again in PortalClient (see also loginScript).

## NoAbsenceMail

**Version:** 3.51 -

**Default value:** 1

**Description:**

The notification e-mail message to the sender during the recipient's absence is turned off globally.  
The "Mail" option is then no longer available to the user in the Absence dialog.

## Outbar

**Version:** 3.51 - 3.60j

**Default value:**

**Allowed values:**

Comma-separated list of outbar folder

**Description:**

You can display public folders on your own outbar tab. To do this, you need to do the following:

Step 1:

Specification of additional outbar tabs

Default outbar tabs: Folder, settings

Property in principal settings: Outbar=Name1,Name2,Name3

Step 2:

Enter outbar icons

Target directory: \www\images\dlc\compact\outbar

Disabled icon: Name1.gif

Enabled icon: Name1\_a.gif

Make sure that the name of the outbar and the associated icon match.

Step 3:

Allocate the public folders to one or more outbar tabs

Property in the folder: Outbar=Name1,Name3

The folder is displayed only in the specified outbar tab, no longer in the outbar tab "Folder".

## scriptEditor

**Version:** 3.51 -

**Default value:**

**Allowed values:**

Program path (example: C:\Program Files\Notepad++\notepad++.exe)

**Description:**

An external editor can be integrated for PortalScripting (e.g. Notepad++). Pressing the Edit button then ensures that the configured editor rather than Notepad is started.

## secureNewsletter

**Version:** 3.60a -

**Default value:**

**Allowed values:**

1

**Description:**

The automatically generated newsletter can also be generated via https links using the "secureNewsletter=1" property.

## setPasswordScript

**Version:** 3.51 -

**Default value:** Script name

**Description:**

This property is executed prior to password changes. In doing so, the global constants login, oldpassword and newpassword are provided within the script. You can determine security options, for example, while defining a password.

Ensure that the return value of the script = 0, because otherwise the password change will be canceled. context.errorMessage can be used to return an error message.

## UniqueDocNameSeparator

**Version:** 3.51 -

**Default value:**

**Allowed values:**

character

**Description:**

When uploading a document on a tab whose file name already exists on the same tab, uniqueness will be restored by appending a number. This property on the principal allows defining a unique separator between document name and number which is equal for all DOCUMENTS files.

Example of how it works:

Default behavior

doc.txt

doc0.txt

doc1.txt

For UniqueDocNameSeparator=\_

doc.txt

doc\_0.txt

doc\_1.txt

## System User

Properties for user accounts.

### hasCheckInCheckOut

**Version:** 3.60 -

**Default value:** 1

**Allowed values:**

0

**Description:**

Options to check in/check out are enabled for the user. This property can also be set in the DOCUMENTS settings; however, the setting on the user will overwrite the global setting.

### noLdapCheck

**Version:** 3.51e -

**Default value:** false

**Allowed values:**

true - the user will NOT be authenticated against LDAP when the LDAP library is configured - the user must authenticate correctly in LDAP

**Description:**

Occasionally, individual users/editors must be exempt from LDAP coupling in DOCUMENTS installations that have generally been coupled with an ActiveDirectory or other LDAP directory services, e.g. editors for Docimport/Factory purposes, because their accounts (cannot) / are not created in the AD.

This is performed for configured and active LDAP coupling by the property named noLdapCheck that is introduced here.

### trustedLoginAccount

**Version:** 3.60 -

**Default value:**

**Allowed values:**

1

**Description:**

If a trustedLogin should be performed via the SOAP interface (method: Documents.trustedLogin), this property must be set for the trustedUser.

## Customization options on the "partnernet.ini"

This option is enabled by adding a new entry or removing the hash preceding commented-out entries.

### \$AllowUpdateWorkflow

**Version:** 3.60c -

**Default value:**

**Allowed values:**

0, 1

**Description:**

The \$AllowUpdateWorkflow 1 property enables enforcing transmission of the workflow by Visio even for logged-in Web users for non-live! operation.

Setting the \$AllowUpdateWorkflow 0 property no longer allows updating an existing workflow from Visio. When this property is set, only new workflow versions can be uploaded.

By default, updating the workflow for logged-in users is not allowed because this may cause the server to crash through side-effects.

### \$backupPackerCMD

**Version:** 3.60d -

**Default value:**

**Description:**

This entry in the partnernet.ini file lets you define which packer to use for backup. Moreover, target archive and the data to be packed are defined (see also \$backupPackerType and %backupUnpackerCMD)

Example:

```
$backupPackerCMD "[INSTALLDIR]\7za.exe" a -r "%targetarchive" %whattozip
```

### \$backupPackerType

**Version:** 3.60d -

**Default value:** Format type

**Description:**

The packer (zip/unzip) used for portal backup is limited to zipped files that have a size of 2GB and to about 65000 files. These and two other entries (\$backupPackerCMD and \$backupUnpackerCMD) enable using a different packer for backup.

Example:

```
$backupPackerType 7z
```

## **\$backupUnpackerCMD**

**Version:** 3.60c -

**Default value:**

**Description:**

In combination with the \$backupPackerType and \$backupPackerCMD entries, this entry in the partnernet.ini file is used to make the system aware of the path of the program to be unpacked and the archive.

Example:

```
$backupUnpackerCMD "[INSTALLDIR]\7za.exe" x -y "%archive"
```

## **\$DeleteTempArchiveFiles**

**Version:** 3.60f -

**Default value:** 0

**Allowed values:**

0

**Description:**

Prevents deleting the EE.i or EE.x temporary search hits at server startup. This is sometimes useful because the delete operation may take a longer time with large numbers of temporary search hits (see also \$DeleteTempArchiveFilesAt).

## **\$DeleteTempArchiveFilesAt**

**Version:** 3.60f -

**Default value:** n

**Allowed values:**

n = 0-23

**Description:**

You can define an hour (0-23) during which a job deletes the temporary search hits (see also \$DeleteTempArchiveFiles).

## **\$DeleteTempArchiveFilesAt**

**Version:** 3.60d -

**Default value:**

**Allowed values:**

Time (0-23)

**Description:**

Deletes, as a job, the temporary search hits at the specified time (0-23)

Example:

```
$DeleteTempArchiveFilesAt 3
```

Night-time deletion at 03:00 AM

## \$EmailAttachmentMaxSize

**Version:** 3.60 -

**Default value:** 10

**Allowed values:**

Size in MB e.g.: \$EmailAttachmentMaxSize 20

**Description:**

Maximum size, in MB, of attachments of an e-mail message from the portal. By default, the value is 10 MB.

## \$LC\_COLLATE

**Version:** 4.00 -

**Default value:**

**Allowed values:**

"" "german", "french", "greek", etc.

**Description:**

This parameter signifies a language by whose rules the Portal server should sort.

This setting takes effect once the Portal server must sort a data list and cannot assign this task completely to the database server or an archive server.

When you specify only two quotes without space, the language set in the operating system will be used.

When the parameter is not specified at all, the server will sort on the basis of the computer character codes, as in earlier versions.

An individual sort customized to each portal language continues to be impossible for technical reasons.

## \$MaxEnumLength

**Version:** 3.60 -

**Default value:** 2000

**Allowed values:**

n

**Description:**

The number of enumeration values of a field of the "Enumeration" type is, by default, limited to 2000 entries.

A limit is necessary because you might produce an endless loop through recursive AutoTexts. Such a limit is also useful for performance reasons. You can, however, set the number to n entries via a partnernet.ini entry \$MaxEnumLength n.

## \$NoJobs

**Version:** 3.60c -

**Default value:** 1

**Description:**

This property turns off all portal jobs (i.e. script jobs, escalations, mail job, resubmission job, etc). Optionally, you can also turn off the jobs via maintenance operation (jobs on / jobs off).

The advantage of this property, as opposed to the maintenance operation, is that jobs will not be executed directly after server startup.

Turning off the jobs is only allowed for test mode and for tracking errors!

## \$PreferExternalSort

**Version:** 3.60c -

**Default value:**

**Allowed values:**

\$PreferExternalSort 0

**Description:**

By default, the database's sort functionality is used for search queries (this works for file types only). This property enables turning off this behavior, with sorting being performed in the PortalServer.

## \$ScriptLog

**Version:** 3.60d -

**Default value:**

**Allowed values:**

File path

**Description:**

When setting this option in the partnernet.ini file, the runtimes of the PortalScripts will be written in the specified file in CSV format. This allows evaluations via script runtimes, e.g. via Microsoft Excel

## \$SharedUserMaxSameLogins

**Version:** 3.60c -

**Default value:** 1000

**Allowed values:**

Number

**Description:**

This property allows you to define the maximum number of logins of the same name for shared users.

## JSStrict

**Version:** 4.00 -

**Default value:** false

**Allowed values:**

true

**Description:**

The JSStrict true entry in the partnernet.ini file ensures enabling intensified checking of file types. This refers to the parameters of the scripting methods, for example.



## LogAppend

**Version:** 3.60i -

**Default value:**

**Allowed values:**

1

**Description:**

This property ensures that the log file (PortalServer\_debug\_xxx.log) is not overwritten at sever startup, but appended.

See also MaxLogFile , NumLogFiles

## MaxLogFile

**Version:** 3.60i -

**Default value:**

**Allowed values:**

n in bytes

**Description:**

You can specify the maximum size of the LogFile (PortalServer\_debug\_xxx.log). When this size is reached, a new log file will be written. The old log file will then be renamed to:

PortalServer\_debug\_xxx-1.log

PortalServer\_debug\_xxx-2.log

...

PortalServer\_debug\_xxx-n.log

n is defined via the NumLogFile property  
(see also NumLogFile, LogAppend).

## NumLogFile

**Version:** 3.60j -

**Default value:** 1

**Allowed values:**

Number n

**Description:**

When a maximum size for LogFiles (PortalServer\_debug\_xxx.log) has been specified via MaxLogFile, the number of the old log files will be determined through this:

PortalServer\_debug\_xxx-1.log

PortalServer\_debug\_xxx-2.log

...

PortalServer\_debug\_xxx-n.log

(see also MaxLogFile , LogAppend)