



Discussion Column 2.0

User Guide

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Our web site: <http://www.boostsolutions.com>

Contents

1.	Introduction	1
2.	Installation	2
2.1	Product Files	2
2.2	Software Requirements	2
2.3	Installation	3
2.4	Upgrade.....	5
2.5	Uninstallation	5
2.6	Command_Line Installation	5
2.7	Feature Activation	7
3.	Manage Discussion Column	8
3.1	Create a Discussion Column.....	8
3.2	Edit a Discussion Column	10
3.3	Delete a Discussion Column.....	10
4.	Use Discussion Column	12
4.1	View Entries.....	12
4.2	Add an Entry	12
4.3	Modify an Entry	13
4.4	Delete an Entry	13
4.5	Export Entries	14
5.	Technical Limitations	15
6.	Troubleshooting & Support	16
	Appendix 1: License Management.....	17

1. Introduction

SharePoint Discussion Column is a custom column that allows users to record their discussions in the item without creating versions or recording empty contents.

This user guide is designed to instruct the users to configure and use the product.

For the latest copy of this and other guides, please visit:

<http://www.boostsolutions.com/download-documentation.html>

2. Installation

2.1 Product Files

After you download and unzip the Discussion Column zip file from www.boostsolutions.com, you will find the following files:

Path	Descriptions
Setup.exe	A program that installs and deploys the WSP solution packages to the SharePoint farm.
EULA.rtf	The product End-User-License-Agreement.
Library\2.0\Setup.exe	The product installer for .Net Framework 2.0.
Library\2.0\Setup.exe.config	A file containing the configuration information for the installer.
Library\4.0\Setup.exe	The product installer for .Net Framework 4.0.
Library\4.0\Setup.exe.config	A file containing the configuration information for the installer.
Solutions\Foundation\ BoostSolutions.FoundationSetup12.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2007 or WSS 3.0.
Solutions\Foundation\ BoostSolutions.FoundationSetup14.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2010 or SharePoint Foundation 2010.
Solutions\Foundation\ BoostSolutions.FoundationSetup15.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2013 or SharePoint Foundation 2013.
Solutions\DiscussionColumn\ BoostSolutions.ExcelImportSetup12.1.wsp	A SharePoint solution package containing Discussion Column files and resources for SharePoint 2007 or WSS 3.0.
Solutions\DiscussionColumn\ BoostSolutions.ExcelImportSetup14.1.wsp	A SharePoint solution package containing Discussion Column files and resources for SharePoint 2010 or SharePoint Foundation 2010.

2.2 Software Requirements

Before you install Discussion Column, ensure your system meets the following requirements:

SharePoint 2010

Operating System	Microsoft Windows Server 2008 x64 Microsoft Windows Server 2008 R2
Server	Microsoft SharePoint Foundation 2010 or Microsoft SharePoint Server 2010 Microsoft .NET Framework 3.5
Browser	Microsoft Internet Explorer 7 or above Mozilla Firefox

SharePoint 2007

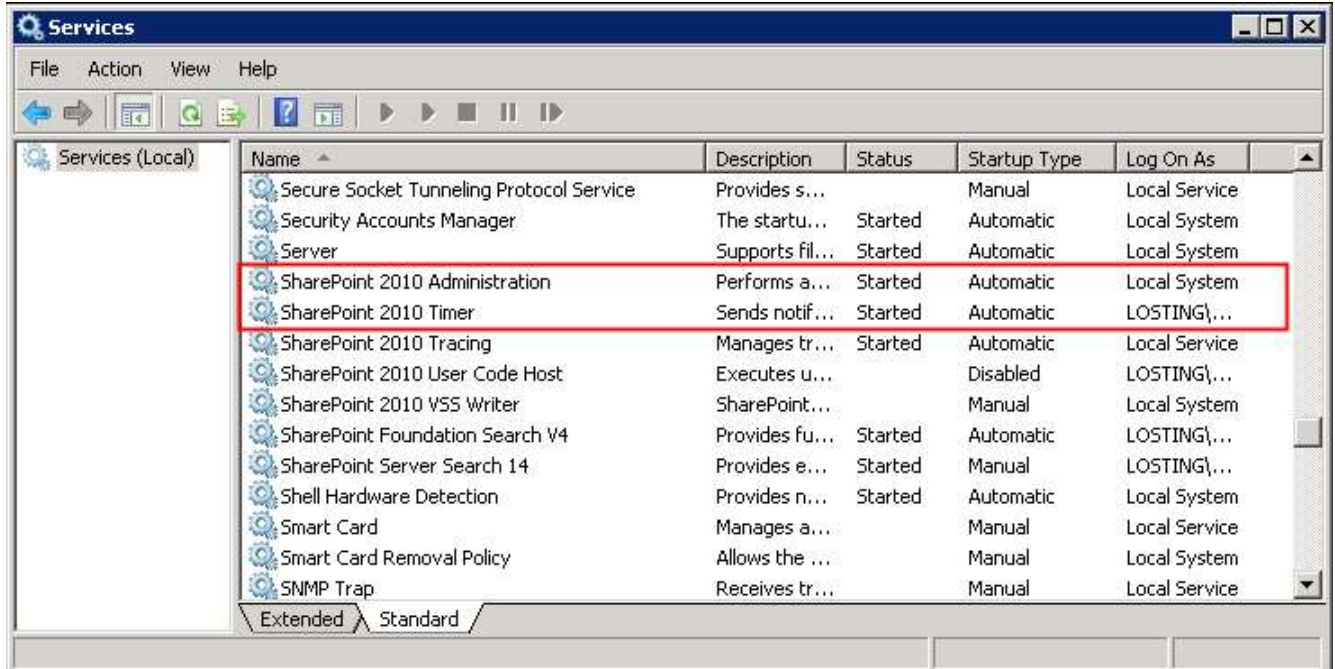
Operating System	Microsoft Windows Server 2003 x86/x64 Microsoft Windows Server 2008 x86/x64 Microsoft Windows Server 2008 R2
Server	Microsoft Windows SharePoint Services v3 or Microsoft Office SharePoint Server 2007 Microsoft .NET Framework 2.0 or 3.0 Note: This product is not compatible with SPS 2003 and WSS v2
Browser	Microsoft Internet Explorer 6 or above

2.3 Installation

Follow these steps to install Discussion Column on your SharePoint servers.

Installation Preconditions

Before you start installing the product, please make sure these services are started on your SharePoint servers: **SharePoint Administration** and **SharePoint Timer**.



Discussion Column must be run on one front-end Web server in the SharePoint farm where **Microsoft SharePoint Foundation Web Application services** are running. Check **Central Administration → System Settings** for a list of servers running this service.

Required Permissions

To perform this procedure, you must have specific permissions and rights.

- Member of the local server's **Administrators** group.
- Member of the **Farm Administrators** group.

To install Discussion Column on SharePoint server.

- a. Download the zip file (*.zip) of the product of your choice from the BoostSolutions website, then extract the file.
- b. Open the created folder and run the **Setup.exe** file.

Note If you cannot run the setup file, please right click the **Setup.exe** file and choose Run as administrator.

- c. A system check is performed to verify if your machine meets all the requirements for installing the product. After the system check is finished, click **Next**.
- d. Review and accept the End-User License Agreement and click **Next**.
- e. In the **Web Application Deployment Targets**, select the web applications you are going to install and click **Next**.

Note If you select **Automatically activate features**, the product features will be activated in the target site collection during the installation process. If you want to manually activate the product feature later, uncheck this box.

- f. Upon completion of the installation, details are displayed showing which web applications your product has been installed to. Click **Close**.

2.4 Upgrade

Download the latest version of our product and run the **Setup.exe** file.

In the **Program Maintenance** window, select **Upgrade** and click **Next**.

2.5 Uninstallation

If you want to uninstall the product, double-click the **Setup.exe** file.

In the **Repair or Remove** window, select **Remove** and click **Next**. Then the application will be removed.

2.6 Command_Line Installation

The following instructions are for installing the solution files for Discussion Column using the SharePoint STSADM command line tool.

Required permissions

To use STSADM, you must be a member of the local Administrators group on the server.

To install Discussion Column to SharePoint servers.

- a. Extract the files from the product zip pack to a folder on one SharePoint server.
- b. Open a command prompt and make sure your path is set with the SharePoint bin directory.

SharePoint 2010

C:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\14\BIN

SharePoint 2007

C:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\12\BIN

- c. Add the solution files to SharePoint in the STSADM command line tool.


```
stsadm -o addsolution -filename BoostSolutions.DiscussionColumnSetup14.1.wsp  
stsadm -o addsolution -filename BoostSolutions.FoundationSetup14.1.wsp
```

- d. Deploy the added solution with the following command:

```
stsadm -o deploysolution -name BoostSolutions.DiscussionColumnSetup14.1.wsp -  
allowgacdeployment -url [virtual server url] -immediate  
stsadm -o deploysolution -name BoostSolutions.FoundationSetup14.1.wsp -allowgacdeployment -  
url [virtual server url] -immediate
```

- e. Wait for the deployment to complete. Check the final status of the deployment with this command:

```
stsadm -o displaysolution -name BoostSolutions.DiscussionColumnSetup14.1.wsp  
stsadm -o displaysolution -name BoostSolutions.FoundationSetup14.1.wsp
```

The result should contain a <Deployed> parameter for which the value is TRUE.

- f. In the STSADM tool, activate the features.

```
stsadm -o activatefeature -name Brandysoft.SharePoint.DiscussionColumn -url [site collection url]  
-force  
stsadm -o activatefeature -name  
SharePointBoost.DiscussionColumn_Brandysoft.SharePoint.DiscussionColumnDataAdapter -url  
[virtual server url] -force
```

To remove Discussion Column from SharePoint servers.

- a. Removal is initiated with the following command:

```
stsadm -o retractsolution -name BoostSolutions.DiscussionColumnSetup14.1.wsp -immediate -url  
[virtual server url]  
stsadm -o retractsolution -name BoostSolutions.FoundationSetup14.1.wsp -immediate -url  
[virtual server url]
```

- b. Wait for the removal to finish. To check the final status of the removal you can use the following command:

```
stsadm -o displaysolution -name BoostSolutions.DiscussionColumnSetup14.1.wsp  
stsadm -o displaysolution -name BoostSolutions.FoundationSetup14.1.wsp
```

The result should contain the <Deployed> parameter for which the value is FALSE and the <LastOperationResult> parameter with the Retraction Succeeded value.

- c. Remove the solution from the SharePoint solutions storage:

```
stsadm -o deletesolution -name BoostSolutions.DiscussionColumnSetup14.1.wsp  
stsadm -o deletesolution -name BoostSolutions.FoundationSetup14.1.wsp
```

2.7 Feature Activation

Activate features in site collection

By default, the application's features are automatically activated once the product is installed. You can also activate the product feature manually.

- a. On the **Site Actions** menu, click **Site Settings**.
- b. Under **Site Collection Administration**, click **Site collection features**.
- c. Find the application feature and click **Activate**. After a feature is activated, the Status column lists the feature as **Active**.


Discussion Column 2.0.802.1

 A custom column that allows users to record their discussion without creating new version.(Powered by BoostSolutions)

Activate Discussion Column's features in Central Administration

- a. On the Quick Launch click **Application Management**.
- b. On the **Application Management** page, under **Manage Applications**, click **Manage Web applications**.
- c. Select a web application you want to configure and click **Manage Features** in the ribbon.
- d. Find **Discussion Column Data Adapter** and click **Activate**. After the feature is activated, the Status column lists the feature as **Active**.

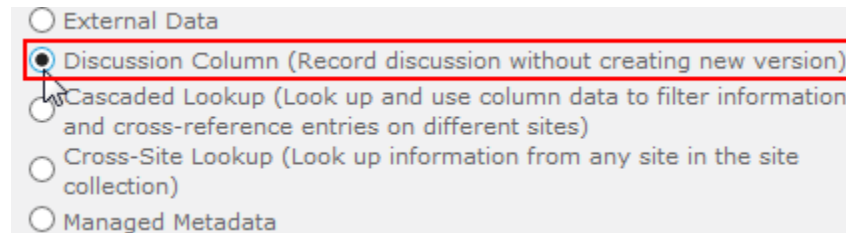
Discussion Column Data Adapter 2.0.802.1

 Provides the ability to manage Discussion Column data in Microsoft Office applications like Excel, Access, Word and SharePoint Workspace.(Powered by BoostSolutions)

3. Manage Discussion Column

After you install the product on SharePoint server, a new column type named "Discussion Column" will be available in the **Create Column** dialog.

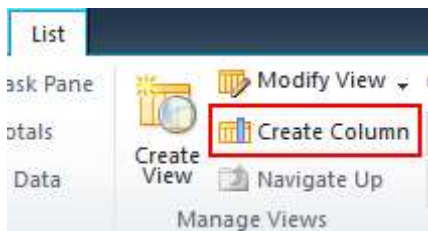
To manage a Discussion column, you must have at least **Design** permission.



3.1 Create a Discussion Column

This topic describes how to create a Discussion Column in a list or library.

- Go to the list or library where you want to use a Discussion Column.
- In the Ribbon, click the **List** or **Library** tab, and then click **Create Column** in the **Manage Views** group.



- The **Create Column** dialog will appear. In the **Name and Type** section, type the name that you want for the Discussion Column in the **Column name** box.
- Under **The type of information in this list column is**, select **Discussion Column**.

Column name:

The type of information in this column is:

Single line of text

Multiple lines of text

Choice (menu to choose from)

Number (1, 1.0, 100)

Currency (\$, ¥, €)

Date and Time

Lookup (information already on this site)

Yes/No (check box)

Person or Group

Hyperlink or Picture

Calculated (calculation based on other columns)

External Data

Discussion Column (Record discussion without creating new version)

Cascaded Lookup (Look up and use column data to filter information and cross-reference entries on different sites)

Cross-Site Lookup (Look up information from any site in the site collection)

- e. In the **Additional Column Settings** section, select the additional settings that you want.

Additional Column Settings

Specify detailed options for the type of information you selected.

Description:

Require that this column contains information:
 Yes No

Display discussion content in all views

Add to all content types

Add to default view

Require that this column contains information: Select whether or not you want to require users to provide a value for this column.

Display discussion content in all views: Specify whether you want to display the column content in all views.

Add to all content types: Specify whether you want to add this new Discussion Column to all content types for the list or library (if multiple content types are enabled for the library).

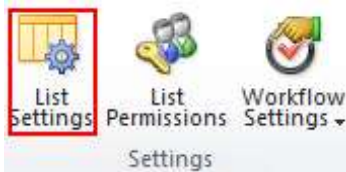
Add to default view: Specify whether you want to add this column to the default view for the list or library.

- f. Click **OK**.

3.2 Edit a Discussion Column

You can change the settings for Discussion Column, but you cannot change its column type.

- a. Go to the list or library that contains the Discussion Column you want to modify.
- b. In the Ribbon, click the **List** or **Library** tab, and then click **List Settings** or **Library Settings** in the **Settings** group.



- c. On **the List Settings** or **Library Settings** page, in the **Columns** section, click the name of the Discussion Column that you want to edit.

Columns

A column stores information about each document currently available in this document library:

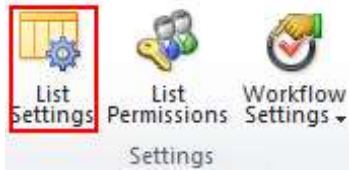
Column (click to edit)	Type
Title	Single line of text
Discussion Column	Discussion Column
Created By	Person or Group
Modified By	Person or Group
Checked Out To	Person or Group

- d. Change the settings that you want, and then click **OK**.

3.3 Delete a Discussion Column

This procedure deletes the Discussion Column and any contents stored in this column. Once you delete a Discussion column, you cannot restore the Discussion Column from the Recycle Bin.

- a. Go to the list or library that contains the Discussion Column you want to delete.
- b. In the Ribbon, click the **List** or **Library** tab, and then click **List Settings** or **Library Settings** in the **Settings** group.



- c. On the **List Settings** or **Library Settings** page, in the **Columns** section, click the name of the Discussion Column that you want to delete.

Columns

A column stores information about each document currently available in this document library:

Column (click to edit)	Type
Title	Single line of text
Discussion Column	Discussion Column
Created By	Person or Group
Modified By	Person or Group
Checked Out To	Person or Group

- d. Scroll to the bottom of the Change Column page and then click **Delete**.
- e. When prompted, click **OK**.

4. Use Discussion Column

After you finish creating a Discussion Column, you can see the Discussion Column in the list as the following:

Title	<input type="checkbox"/> Assigned To	Status	Priority	Due Date	Discussion Column
Support Training	Wendy	Not Started	(2) Normal	8/29/2013	View Entries...
New Website evaluate	lucy	In Progress	(2) Normal	8/27/2013	View Entries...
SharePoint Trainig	Support_Team	Not Started	(2) Normal	8/29/2013	View Entries...

4.1 View Entries

To view entries, users must have at least **View only** permission. Click the **View Entries...** link, you will enter the **Item View** page. You can view the discussion histories in the Discussion Column.

[SharePoint Trainig](#) [Support_Team](#) Not Started (2) Normal 8/29/2013 [View Entries...](#)

Discussion Column

[Click here to edit entries](#)

[Rose](#) 9/2/2013 3:50:01 PM
I'd like to know teh framework about SharePoint.

[Dexter](#) 9/2/2013 3:47:36 PM
Will the lecture introduce the workflow? I desire.

[Wendy](#) 9/2/2013 3:16:46 PM
Hi, everyone, there is a SharePoint learnig website, I think it is very useful.<http://www.sharepointlearning.com/>
The lecturer will introduce the features of SharePoint.

4.2 Add an Entry

To add an entry, users must have at least **Contribute** permission.

Click the **Click here to edit entries** link or click **Edit Item** in the ribbon in the **Item View** page. Enter the entries in the Discussion textbox. Click **Save**.

Discussion Column	Hi, everyone, there is a SharePoint learnig website, I think it is very useful. http://www.sharepointlearning.com/ The lecturer will introduce the features of SharePoint.
-------------------	--

4.3 Modify an Entry

Users are allowed to modify their own entries. To modify an entry, users must have at least **Contribute** permission. Users who have **Manage list** permission can modify all the entries.

In the **Edit Item** page, click **Edit** on the right side of your entry.

Dexter 9/2/2013 3:47:36 PM	Edit	Delete
Will teh lecture introduce the workflow? I desire.		

Then, change the content for the entry and click **Save**.

Dexter 9/2/2013 3:47:36 PM	Save	Cancel
Will the lecture introduce the workflow? I desire.		

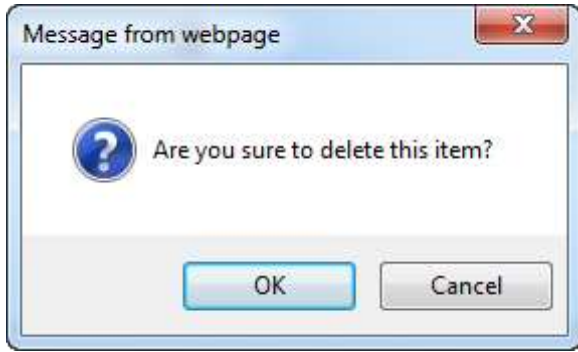
4.4 Delete an Entry

The entries in a Discussion Column can be deleted. To delete an entry, users must have at least **Contribute** permission. Users who have **Manage list** permission can delete all the entries.

In the Edit Item page, click Delete along the right side of your entry.

Dexter 9/2/2013 3:47:36 PM	Edit	Delete
Will the lecture introduce the workflow? I desire.		

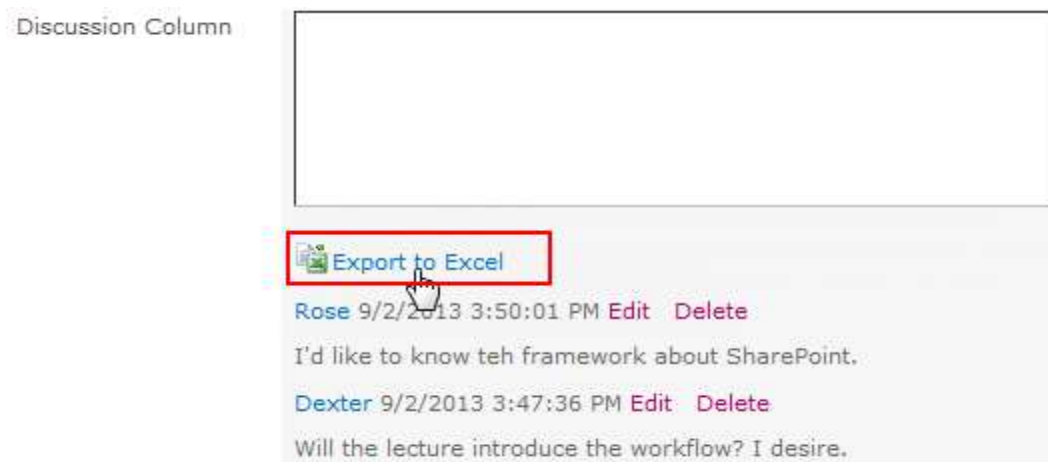
A dialog will appear asking if you are sure to delete this entry. Click **OK** to delete the entry.



4.5 Export Entries

Users are allowed to export the discussion histories as an Excel file. To export the discussion history, users must have at least **View Only** permission.

In the **Edit Item** page, click **Export to Excel**. Then, save the Excel file.



The discussion histories in the Excel file are as follows:

	A	B	C
1	Created By	Created	Content
2	Rose	9/2/2013 3:50 PM	I'd like to know teh framework about SharePoint.
3	Dexter	9/2/2013 3:47 PM	Will the lecture introduce the workflow? I desire.
4	Wendy	9/2/2013 3:16 PM	Hi, everyone, there is a SharePoint learnig website, I think it is very useful. http://www.sharepointlearning.com/ The lecturer will introduce the features of SharePoint.

5. Technical Limitations

There are following limitations of Discussion Column:

Does not support wiki list for SharePoint 2010.

6. Troubleshooting & Support

Troubleshooting FAQ:

<http://www.boostsolutions.com/general-faq.html#Show=ChildTitle9>

Contact Info:

Product & Licensing Inquires: sales@boostsolutions.com

Technical Support (Basic): support@boostsolutions.com

Request a New Product or Feature: feature_request@boostsolutions.com

Live chat:

<http://www.boostsolutions.com/support/chat/livezilla.php?intgroup=U3VwcG9ydA==&reset=true>

Appendix 1: License Management

You can use Discussion Column without entering any license code for a period of 30 days from when you first use it.

To use remove the limitation, you will need to purchase a license and register the product.

Finding License Information

1. In the products main page, click the trial link and enter the License Management Center.
2. Click Download License Information, choose a license type and download the information (Server Code, Farm ID or Site Collection ID).

Download License Information

Download the license type information and send to sales@boostsolutions.com to get license.

Choose a license type

Server License
Server Code: e4c9171bd1aa49cea8903e0a7e0e812643f8360be a74459ca3bf6b2e0240f194

Farm License
Farm ID: {e4c9171b-d1aa-49ce-a890-3e0a7e0e8126}
Number of Users: 24 user(s)

Site Collection License
Site Collection ID: 1316fb72-1436-41cf-949d-56ca6020320e Change
Site Collection: http://pro-mac

Download Close

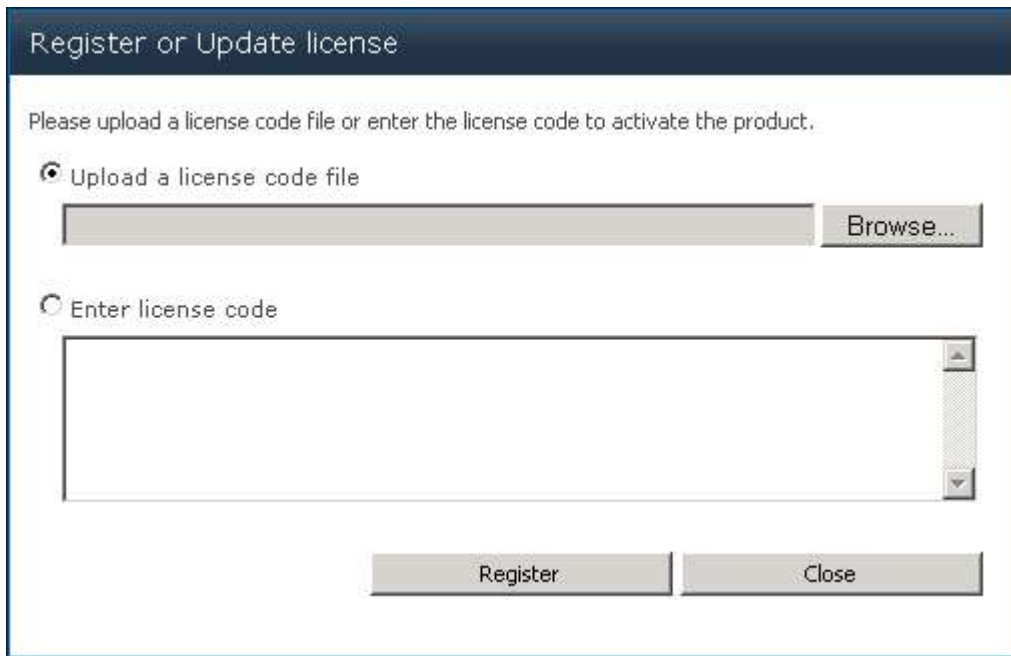
In order for BoostSolutions to create a license for you, you MUST send us your SharePoint environment identifier (Note: different license types need different information). A server license needs a server code; a Farm license needs a farm ID; and a site collection license needs a site collection ID.

3. Send the above information to us (sales@boostsolutions.com) to generate a license code.

License Registration

1. When you receive a product license code, enter the **License Management Center** page.

2. Click **Register** on the license page and a **Register or Update license** window will open.



The screenshot shows a dialog box titled "Register or Update license". The main text reads: "Please upload a license code file or enter the license code to activate the product." There are two radio button options: "Upload a license code file" (which is selected) and "Enter license code". The "Upload a license code file" option has a text input field followed by a "Browse..." button. The "Enter license code" option has a large text input field. At the bottom of the dialog, there are two buttons: "Register" and "Close".

3. Upload the license file or enter the license code and click **Register**. You will get confirmation that your license has been validated.



The screenshot shows a dialog box titled "Registered Successfully". It features a green checkmark icon in a circle. The main text reads: "Registered Successfully". Below this, there are two bullet points: "▶ The license was verified successfully." and "▶ Thank you for choosing BoostSolutions." A paragraph of text follows: "If you encounter any problems or would like to suggest a product requirement, please contact support@boostsolutions.com". At the bottom right, there is a "Close" button.

For more details on license management, see the [BoostSolutions Foundation](#).