



# **RichText Boost 1.0**

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## **User Guide**

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

# Contents

1.	Product Introduction.....	1
2.	Installation.....	2
2.1	Product Files.....	2
2.2	Software Requirements .....	3
2.3	Installation .....	4
2.4	Upgrade .....	5
2.5	Uninstallation.....	5
2.6	Command_Line Installation.....	5
2.7	Feature Activation .....	7
3.	RichText Boost Settings .....	9
3.1	RichText Boost Settings Center .....	9
3.2	RichText Boost Settings for Individual List.....	13
4.	Using RichText Boost .....	14
4.1	Increase/Decrease the Size of the Rich Text Area.....	14
4.2	Insert Image .....	15
4.3	Insert Flash.....	17
4.4	Insert Hyperlink.....	19
5.	Troubleshooting & Support.....	21
	Appendix 1: License Management .....	22

## 1. Product Introduction

SharePoint RichText Boost is an extension for multiple lines of text columns that use rich text. It changes the user interface of these columns by providing an additional toolbar. This allows users to:

- Increase/decrease the size of the SharePoint rich text area and save these settings;
- Upload and insert images/flash without entering a full URL;
- Upload files and insert them as hyperlinks without entering a full URL.

This user guide will show you how to install and configure RichText Boost on your SharePoint environment.

For the latest version of this user guide or other user guides, please visit our document center at:

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

## 2. Installation

### 2.1 Product Files

After you download and unzip the RichText Boost zip file from [www.boostsolutions.com](http://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.
RichText Boost _V1_User Guide.pdf	User guide for RichText Boost in PDF format.
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.
Library\6.0\Setup.exe	The product installer for .Net Framework 4.6.
Library\6.0\Setup.exe.config	A file containing the configuration information for the installer.
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\Foundation\ BoostSolutions.FoundationSetup16.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2016.
Solutions\Foundation\Install.config	A file containing the configuration information for the installer.

Solutions\RichTextBoost\BoostSolutions.RichTextBoostSetup14.1.wsp	A SharePoint solution package containing RichText Boost files and resources for SharePoint 2010 or SharePoint Foundation 2010.
Solutions\RichTextBoost\BoostSolutions.RichTextBoostSetup15.1.wsp	A SharePoint solution package containing RichText Boost files and resources for SharePoint 2013 or SharePoint Foundation 2013.
Solutions\RichTextBoost\BoostSolutions.RichTextBoostSetup16.1.wsp	A SharePoint solution package containing RichText Boost files and resources for SharePoint 2016.
Solutions\RichTextBoost\Install.config	A file containing the configuration information for the installer.

## 2.2 Software Requirements

Before you install RichText Boost, ensure your system meets the following requirements:

### SharePoint 2016

Operating System	Microsoft Windows Server 2012 Standard or Datacenter X64
Server	Microsoft SharePoint Server 2016 Microsoft .NET Framework 4.6
Browser	Microsoft Internet Explorer 8 or greater Mozilla Firefox supported Google Chrome supported

### SharePoint 2013

Operating System	Microsoft Windows Server 2012 Standard or Datacenter X64 Microsoft Windows Server 2008 R2 SP1
Server	Microsoft SharePoint Foundation 2013 or Microsoft SharePoint Server 2013 Microsoft .NET Framework 4.5
Browser	Microsoft Internet Explorer 8 or greater Mozilla Firefox supported Google Chrome supported

### 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

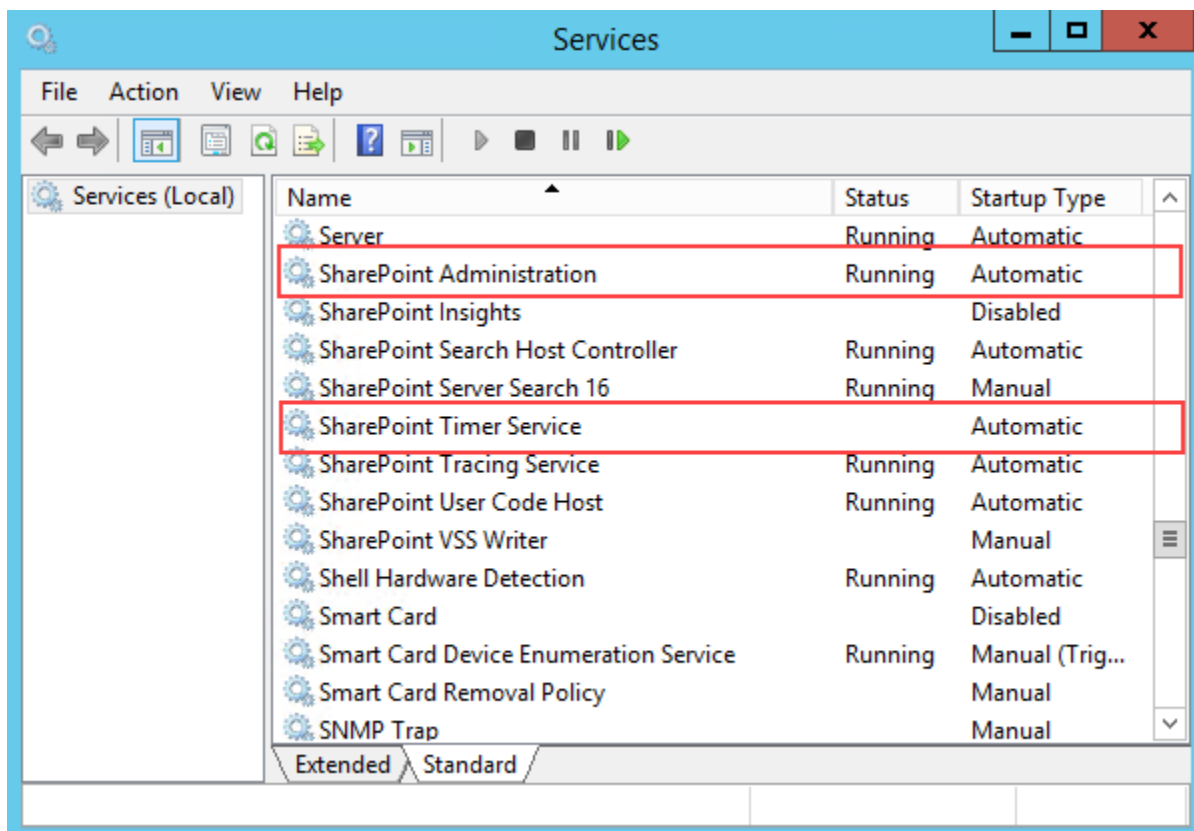
Browser	Microsoft Internet Explorer 7 or greater Mozilla Firefox
---------	---

## 2.3 Installation

Follow these steps to install RichText Boost 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 Service**.



RichText Boost 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 RichText Boost 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 RichText Boost in **SharePoint 2016** by 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 RichText Boost 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 2016**

C:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\16\BIN

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

```
stsadm -o addsolution -filename BoostSolutions.RichTextBoostSetup16.1.wsp
stsadm -o addsolution -filename BoostSolutions.FoundationSetup16.1.wsp
```

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

```
stsadm -o deploysolution -name BoostSolutions.RichTextBoostSetup16.1.wsp -allowgacdeployment
-url [virtual server url] -immediate
stsadm -o deploysolution -name BoostSolutions.FoundationSetup16.1.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.RichTextBoostSetup16.1.wsp
stsadm -o displaysolution -name BoostSolutions.FoundationSetup16.1.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 SharePointBoost.RichTextBoost -url [site collection url] -force
```

## **To remove RichText Boost from SharePoint servers**

- a. Removal is initiated with the following command:

```
stsadm -o retractsolution -name BoostSolutions.RichTextBoostSetup16.1.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.RichTextBoostSetup16.1.wsp
```

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

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

```
stsadm -o deletesolution -name BoostSolutions.RichTextBoostSetup16.1.wsp
```

## **To remove BoostSolutions Foundation from SharePoint servers**

The BoostSolutions Foundation is designed to provide a centralized interface to manage licenses for all BoostSolutions software from within SharePoint Central Administration. If you are still using BoostSolutions product on your SharePoint server, DO NOT remove Foundation from the servers.

- a. Removal is initiated with the following command:

```
stsadm -o retractsolution -name BoostSolutions.FoundationSetup16.1.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.FoundationSetup16.1.wsp
```

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


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

```
stsadm -o deletesolution -name BoostSolutions.FoundationSetup16.1.wsp
```

## **2.7 Feature Activation**

### **Activate RichText Boost's feature 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. Click **Settings**  and then 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**.



BoostSolutions RichText Boost 1.19.329.0

Adds additional functionality to Rich Text columns. (Powered by BoostSolutions)

Deactivate

Active

## 3. RichText Boost Settings


RichText Boost allows you to configure the rich text toolbar according to your preferences. This can be done either in the List settings for each column that has rich text enabled in an individual list or globally in the Site Collection Settings.

### 3.1 RichText Boost Settings Center

To access the RichText Boost Settings Center you must be a Site Collection Administrator.

- a. To enter the **RichText Boost Settings Center**, first navigate to **Site Collection Settings**.
- b. Secondly, click **RichText Boost Settings Center** under the **Site Collection Administration** section.

---

- Site Collection Administration
- Recycle bin
- Search Result Sources
- Search Result Types
- Search Query Rules
- Search Schema
- Search Settings
- Search Configuration Import
- Search Configuration Export
- Site collection features
- Site hierarchy
- Site collection audit settings
- Audit log reports
- Portal site connection
- Content Type Policy Templates
- Site collection app permissions
- Storage Metrics
- Site Policies
- Popularity and Search Reports
- Content type publishing
- Help settings
- HTML Field Security
- SharePoint Designer Settings
- Site collection health checks
- Site collection upgrade
- [RichText Boost Settings Center \(Powered by BoostSolutions\)](#) 

- c. You will then enter the **RichText Boost Settings Center**.

# RichText Boost Settings Center OK Cancel

## Default RichText Button Settings

Configure the default settings for the RichText Boost button layout in this site collection.

Increase width  
  Decrease width  
  Increase height  
  Decrease height  
  Maximize size to window borders  
  Restore to normal size  
  Insert image  
  Insert flash  
  Insert hyperlink  

## RichText Boost Button Configuration

Enable or disable RichText Boost buttons in this site:

BoostSolutions 
Apply Default Settings To Site Collection

List	Column	RichText Boost Button Configuration
BoostSolutions > <a href="#">Contact list</a>	Notes	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
BoostSolutions > <a href="#">Meeting Schedule</a>	Description	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
BoostSolutions > <a href="#">PD Tasks</a>	Description	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
BoostSolutions > <a href="#">PT Tasks</a>	Description	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
BoostSolutions > <a href="#">Tasks</a>	Description	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
BoostSolutions > <a href="#">User Information List</a>	About me	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

In the RichText Boost Settings Center you can enable or disabled the function buttons for all the lists in the current site collection. You can also configure and apply default function buttons for all the rich text columns.

**Note** RichText Boost does not support wiki list for SharePoint 2010.

The following function buttons can be applied to rich text enabled columns:

<input checked="" type="checkbox"/>	This button enables users to increase the height for the rich text area.
<input checked="" type="checkbox"/>	This button enables users to decrease the height for the rich text area.
<input checked="" type="checkbox"/>	This button enables users to increase the width for the rich text area.
<input checked="" type="checkbox"/>	This button enables users to decrease the width for the rich text area.
<input checked="" type="checkbox"/>	This button enables users to maximize the size of the rich text area to the window borders.
<input checked="" type="checkbox"/>	This button enables users to restore the rich text area to normal size.
<input checked="" type="checkbox"/>	This button enables users to insert images in the rich text area.
<input checked="" type="checkbox"/>	This button enables users to insert flash in the rich text area.
<input checked="" type="checkbox"/>	This button enables users to insert hyperlinks in the rich text area.

### Default RichText Button Settings

You can change the default settings by selecting or unselecting the checkbox next to the function buttons. The function button will not display in the RichText Boost Button Configuration section if you do not select it here. After you change the settings, confirm your changes by clicking the **Set As Default** button. Clicking **OK** will also save the default settings.



### RichText Boost Button Configuration

You can click the **Apply Default Settings To Site Collection** button to change the settings for all rich text columns in the current site collection. Alternatively, you can click **Apply Default Settings To This Site** to change the settings for a single site.

**RichText Boost Button Configuration**  
 Enable or disable RichText Boost buttons in this site:

BoostSolutions ▼ Apply Default Settings To This Site Apply Default Settings To Site Collection

List	Column	RichText Boost Button Configuration									
BoostSolutions ▶ Contact list	Notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BoostSolutions ▶ Meeting Schedule	Description	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BoostSolutions ▶ PD Tasks	Description	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BoostSolutions ▶ PT Tasks	Description	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BoostSolutions ▶ Tasks	Description	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BoostSolutions ▶ User Information List	About me	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### License Management

In the License Management section, you can click the license link to open the License Management Center page. For more information about the License, please refer to [Appendix 1: License Management](#).

#### License Management

Manage license for SharePoint RichText Boost.

[Click here to manage license for BoostSolutions RichText Boost 1.19.329.0.](#)

## 3.2 RichText Boost Settings for Individual List

The RichText Boost Settings for individual list can be found in **List Settings**. Click **RichText Boost Settings** under the **General Settings** section. From there you will enter **RichText Boost Settings**.

To access **RichText Boost Settings**, you must have at least Design permission level.

### General Settings

- [List name, description and navigation](#)
- [Versioning settings](#)
- [Advanced settings](#)
- [Validation settings](#)
- [Audience targeting settings](#)
- [Rating settings](#)
- [Form settings](#)
- [RichText Boost Settings \(Powered by BoostSolutions\)](#)

Every rich text column in the list will be displayed on this page with details about which function buttons are enabled or disabled. You can change the settings for every single column according to your preferences.

## RichText Boost Settings ⓘ

### RichText Boost Button Configuration

Customize the RichText Boost button configuration for each rich text column in this list:

Column	RichText Boost Button Configuration
Description	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

### License Management

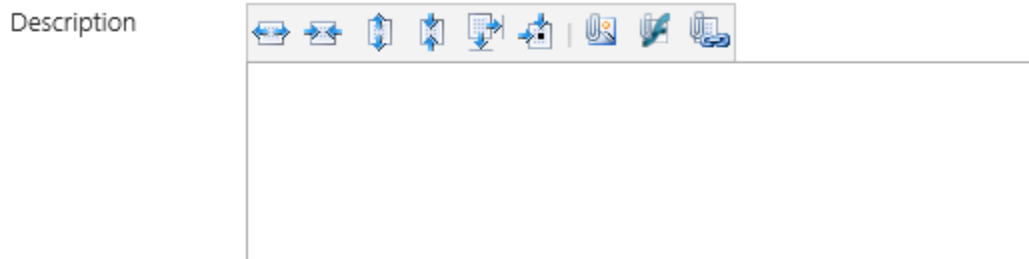
Manage license for SharePoint RichText Boost.

[Click here to manage license for BoostSolutions RichText Boost 1.19.329.0.](#)



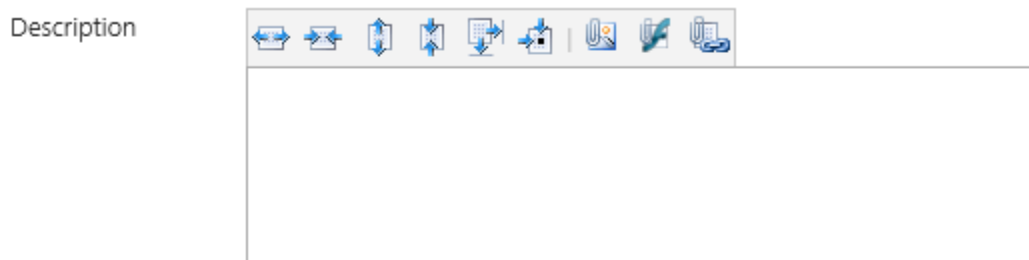
## 4. Using RichText Boost




After changing the settings, the corresponding function buttons will be displayed on the rich text column editor. You can use rich text functions when you are creating or editing an item.



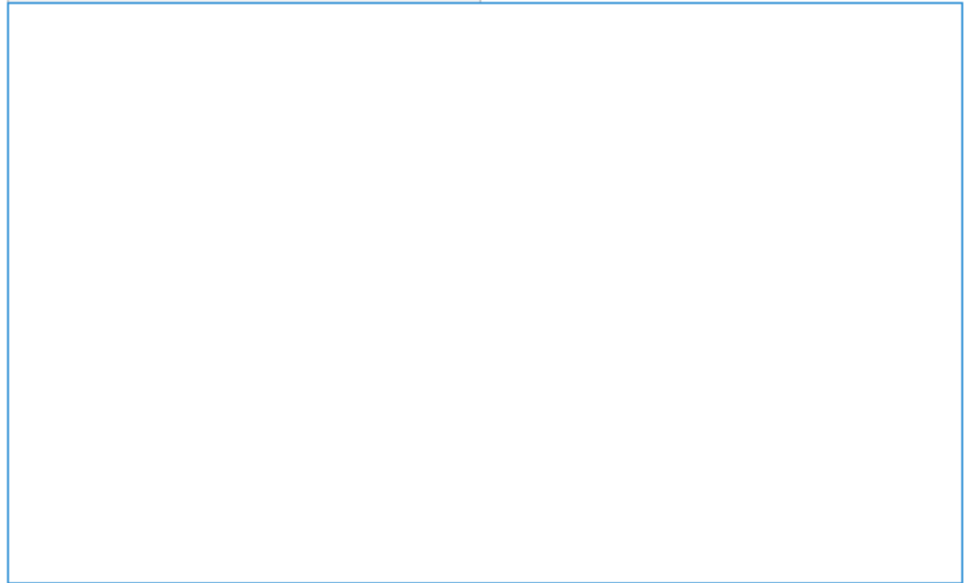
### 4.1 Increase/Decrease the Size of the Rich Text Area

The following image shows the default size of the SharePoint rich text enabled column. You will notice the editor box is very small. This makes editing and formatting text difficult.



RichText Boost gives you the option to change the size of the text area by clicking , , or  .

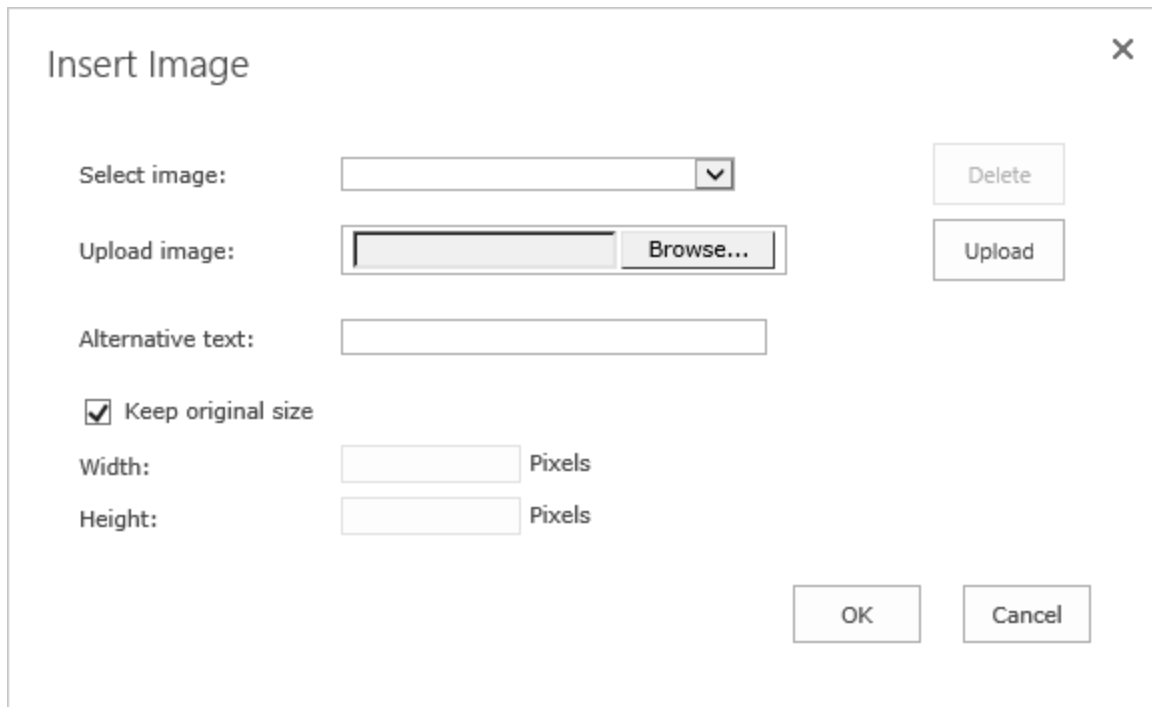
Description



**Note** When you change the textbox size, it will remain the same size the next time it is edited by the same user.

## 4.2 Insert Image

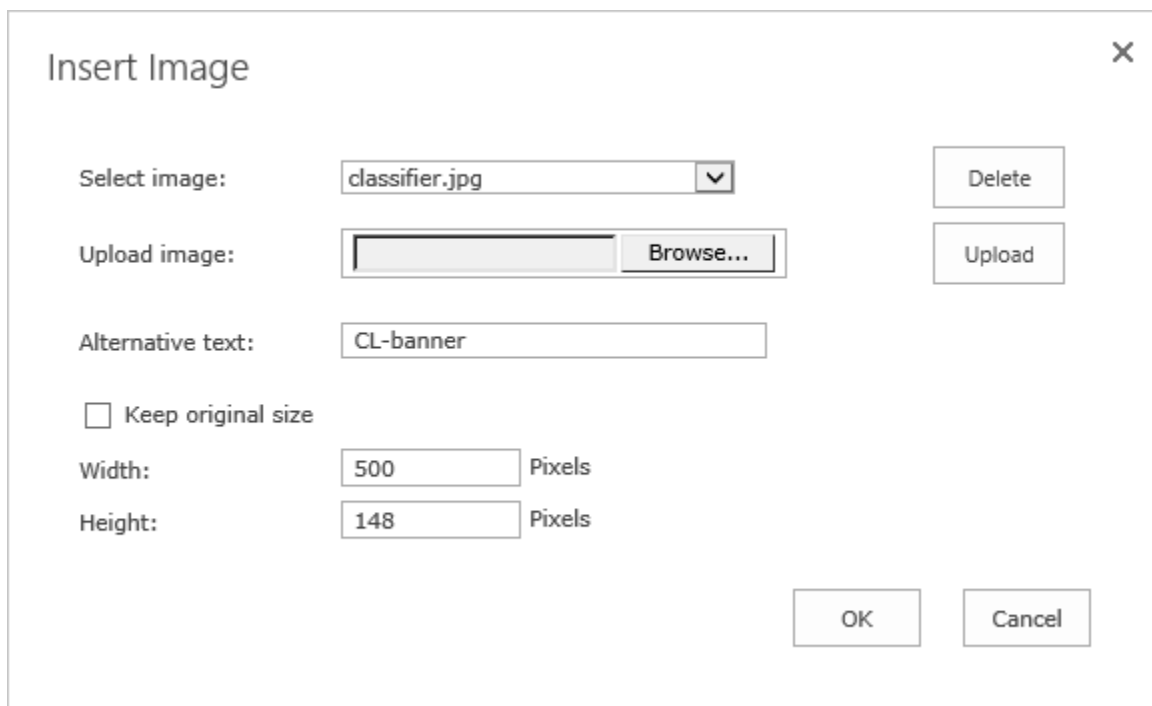
Click the  button and an **Insert Image** dialog box will appear:



The 'Insert Image' dialog box is shown with the following fields and controls:

- Select image:** A dropdown menu with a downward arrow.
- Upload image:** A text input field followed by a 'Browse...' button.
- Alternative text:** A text input field.
- Keep original size**
- Width:** A text input field followed by the label 'Pixels'.
- Height:** A text input field followed by the label 'Pixels'.
- Buttons: 'Delete', 'Upload', 'OK', and 'Cancel'.

Click the **Browse...** button to select an image from your computer. Then click **Upload** to upload the image to the server as an attachment for the item. The image name will be displayed in the **Select image** field. You can optionally input **Alternative text**. Alternative text will display as a tooltip when you view the item. You can specify the image width and height or keep the original size by selecting **Keep original size**.




The 'Insert Image' dialog box is shown with the following fields and controls:


- Select image:** A dropdown menu displaying 'classifier.jpg' with a downward arrow.
- Upload image:** A text input field followed by a 'Browse...' button.
- Alternative text:** A text input field containing 'CL-banner'.
- Keep original size**
- Width:** A text input field containing '500' followed by the label 'Pixels'.
- Height:** A text input field containing '148' followed by the label 'Pixels'.
- Buttons: 'Delete', 'Upload', 'OK', and 'Cancel'.

Click **OK** and the image will be inserted into the rich text area.

Description



Related materials for new webpage of SCL are ready.  
Please update product banner, description, tutorial. etc.  
The materials can be found below ;  
banner



### 4.3 Insert Flash

Click the  button and an **Insert Flash** dialog box will appear:

#### Insert Flash ✕

Select flash:  ▼ Delete

Upload flash:  Browse... Upload

Alternative text:

Keep original size

Width:  Pixels

Height:  Pixels

OK Cancel

Click the **Browse...** button to select a flash file from your computer. Click **Upload** to upload the image to the server as an attachment for the item. The flash name will be displayed in the **Select flash** field. You can specify the flash width and height or keep the original size by selecting **Keep original size**.

### Insert Flash ✕

Select flash:  ▼

Upload flash:

Alternative text:

Keep original size

Width:  Pixels

Height:  Pixels

Click **OK** and the flash file will be inserted into the rich text area.

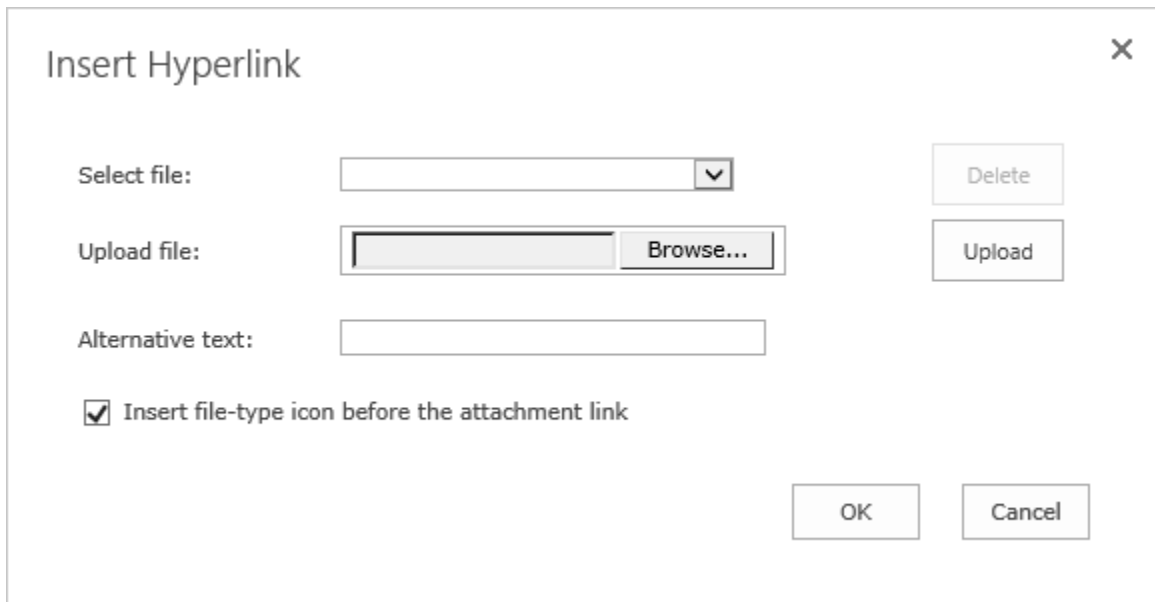
Description



**Note** The **Browser File Handling** should be **Permissive** in the **Web Application General Settings** if you want to play the flash file.

## 4.4 Insert Hyperlink

Click the  button and an **Insert Hyperlink** dialog box will appear:



The screenshot shows the "Insert Hyperlink" dialog box. It has a title bar with a close button (X) in the top right corner. The dialog contains the following elements:

- Select file:** A text input field with a dropdown arrow on the right.
- Upload file:** A text input field with a "Browse..." button to its right.
- Alternative text:** A text input field.
- Insert file-type icon before the attachment link**
- Delete** button (top right)
- Upload** button (middle right)
- OK** button (bottom right)
- Cancel** button (bottom right)

Click the **Browse...** button to select a file from your computer. Click **Upload** to upload the file to the server as an attachment for the item. The file name will be displayed in the **Select file** field. Input the text you want to display for the hyperlink in the **Alternative text** field.

### Insert Hyperlink ✕

Select file:


Upload file:

Alternative text:

Insert file-type icon before the attachment link


Click **OK** and the hyperlink will be inserted into the rich text area.

Description



All product materials are ready.

Please refer to the following document:

 [SharePoint-CL-Tutorial.pdf](#)

## 5. Troubleshooting & Support

### **Troubleshooting FAQ:**

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

### **Contact Info:**

Product & Licensing Inquires: [sales@boostsolutions.com](mailto:sales@boostsolutions.com)

Technical Support (Basic): [support@boostsolutions.com](mailto:support@boostsolutions.com)

Request a New Product or Feature: [feature\\_request@boostsolutions.com](mailto: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 RichText Boost without entering any license code for a period of 30 days from when you first use it.

To use RichText Boost without any limitations, you will need to purchase a license and register the product.

### Finding License Information

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

Download License Information X

Download the license type information and send to [sales@boostsolutions.com](mailto:sales@boostsolutions.com) to get license.

**Choose a license type**

Server License  
Server Code: 8fa4fcbbbeab9475d8b8f10d2c7b27e1e982261612  
75d49c683442a828de45bdd

Farm License  
Farm ID: {8fa4fcbb-eab9-475d-8b8f-10d2c7b27e1e}  
Number of Users: 43 user(s)

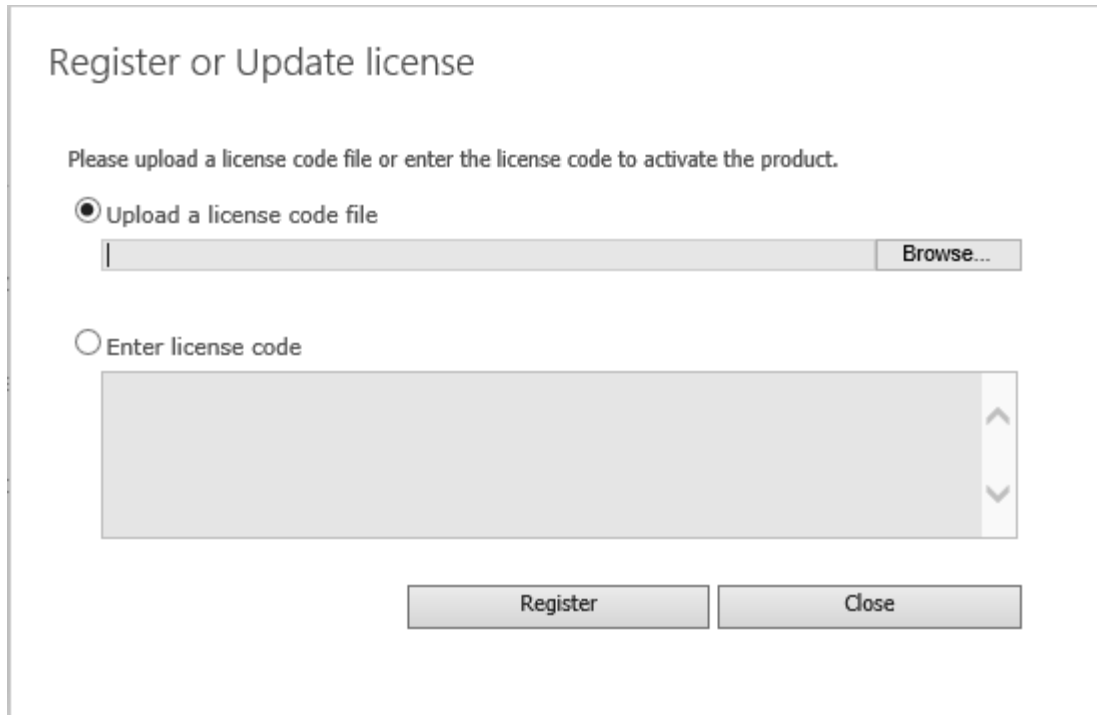
Site Collection License  
Site Collection ID: Select a site collection  
Site Collection:

In order for BoostSolutions to create a license for you, you need to 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.

- c. Send the above information to us ([sales@boostsolutions.com](mailto:sales@boostsolutions.com)) to generate a license code.

## **License Registration**


- a. When you receive a product license code, enter the **License Management Center** page.
- b. 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". Inside the dialog, there is a prompt: "Please upload a license code file or enter the license code to activate the product." Below this prompt are two radio button options. The first option, "Upload a license code file", is selected. It is followed by a text input field and a "Browse..." button. The second option, "Enter license code", is unselected and is followed by a large, empty text area with a vertical scrollbar on the right side. At the bottom of the dialog, there are two buttons: "Register" and "Close".

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

## Register or Update license

 **Registered Successfully**

- ▶ The license was verified successfully.
- ▶ Thank you for choosing BoostSolutions.

If you encounter any problems or would like to suggest a product requirement, please contact [support@boostsolutions.com](mailto:support@boostsolutions.com)

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