



# **Enterprise Self Service Quick start Guide**

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**Software version 5.0.0.0**



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## Introduction

CionSystems Enterprise Self-Service gives users the ability to securely manage security, credentials and profile, as well as, reset passwords. This allows administrators to implement stronger Policies and reduce help- desk workload. Enterprise Self-Service provides a simple, secure web-based solution that allows users to reset forgotten passwords and unlock their domain, Microsoft Azure, Google apps, Sales Force, Openldap and Office 365 accounts. This is done via answering challenge questions or one time passwords (OTP) presented during the reset process, through email or SMS notifications, or via interactive voice response.

CionSystems Enterprise Self-Service generates comprehensive audit reports, including: locked out users, users whose password will expire Soon, and users with expired passwords. The reports provide a clear picture of the user account status of Active Directory and Office 365 accounts. Reports can also be scheduled to run automatically and then emailed to selected individuals or groups. This gives administrators control and supplies notifications and increases productivity and efficiency.

The Enterprise Self-Service also provides detailed audit features that shows which accounts, passwords, and parameters were modified, when and by whom. Users can update their personal information using Enterprise Self-Service's web based console's Self Update feature. In addition, users can self manage their group memberships. Administrators can grant users controlled access to update Active Directory and Azure Active Directory/Office 365 attributes, such as contact details, their picture, or location.

Enterprise Self-Service includes an Administrative Portal, Power user portal and User portal. Administrative users configure the self-service portal, audit, customize the portals, manage users, and delegate authority via the Administrative Portal. The Administrative Portal also provides elevated privileges, set access to directory attributes, set scopes of authority, and the ability to delegate tasks to non-administrators.

## Features

- Dashboard
- Reports and audit logs
- User Management
- Group Management – Self Entitlement and Access management
- Temporary Group Membership Management
- OU Management
- Management 3 levels – user, manager and object owner
- Delegation and scoping of configuration, search, password reset, account unlock, etc.
- Self Service password reset and account unlock
- Password synchronization between local domain, Virtual Directories, OpenLDAP, Microsoft Windows Azure, Microsoft Office 365, Google Apps, Sales Force, SAP or any other SaaS, PaaS or on-premise directory or applications

## System Requirements



### CionSystems Enterprise Self-Service Requirements:

- 8GB RAM
- 50 MB of disk space.
- Web Browser IE 5.5 or higher.
- Windows Server 2000, 2003, 2008, 2008R2, 2012, 2012R2, 2016
- IIS server 5.1 or higher.
- Microsoft .NET 4.0 Framework.
- Optional - Access to Exchange Server 2003, Exchange Server 2007 or higher.
- Access to Windows Active Directory (2000, 2003, 2008, 2012, 2016).
- SQL Server 2008 or higher Full or Express Edition.
- Windows Installer 3.1.
- Optional - For exchange 2007(or higher) support, please install Exchange 2007 (or higher) management tools on your system.

## Microsoft Azure | Office365 - Install the cmdlets

To begin using the Office 365 cmdlets, they must be installed on the machine hosting Enterprise Self Service. The requirements for installing the Office 365 cmdlets are as follows

The following files must be installed

AdministrationConfig-EN.msi

msoidcli\_64.msi

Download links: [Microsoft Online Services Sign-In Assistant](#)

[Windows Azure Active Directory Module for Windows PowerShell \(32-bit version\)](#) [Windows Azure Active Directory Module for Windows PowerShell \(64-bit version\)](#)

To install the cmdlets, double-click the AdministrationConfig.msi file. The installer will add a shortcut to your desktop and **Start** menu. Click the Microsoft Online Services Module shortcut to open a Windows PowerShell workspace with the cmdlets. Alternatively, you can also load the Office 365 cmdlets manually by typing the following in Windows PowerShell:

```
import-module MSOnline
```

## Installation

After registration of the Enterprise Self-service trial version, an email will be sent with the link to download "EnterpriseSelfServicePortal.msi"

To install from the website:

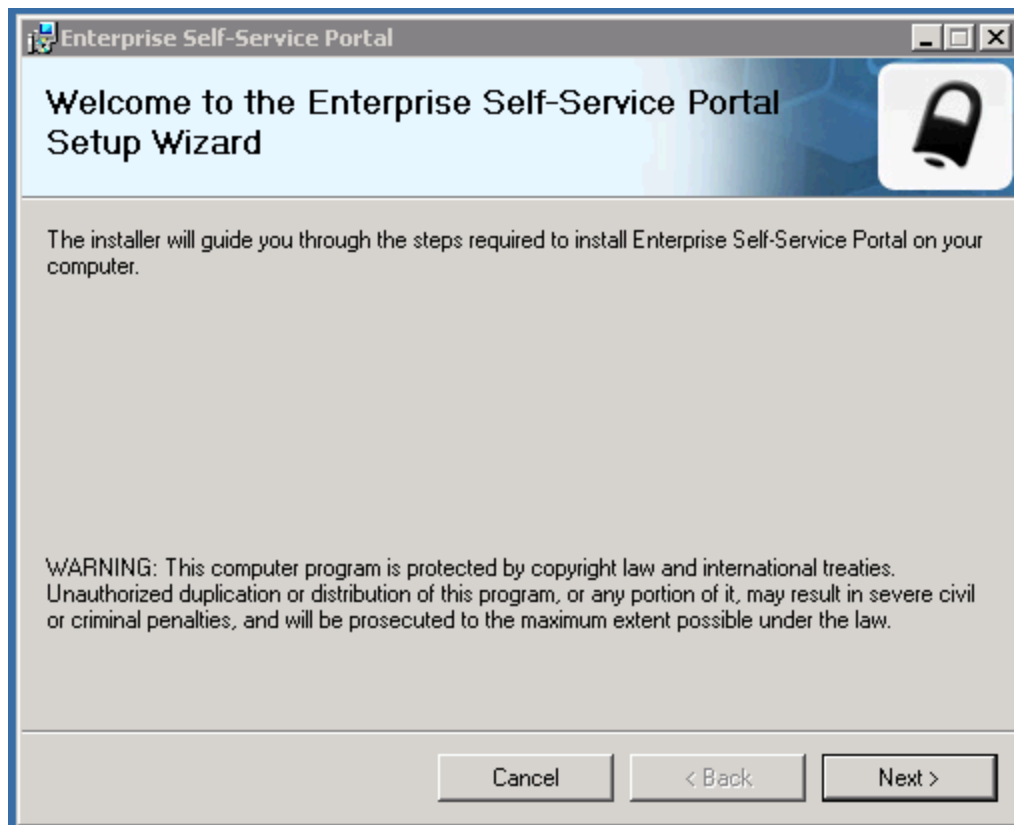
1. Open email.
2. Click on the 'Download Free Trial' button.
3. Save "EnterpriseSelfServicePortal.msi" file to the hard drive.
4. When the download is complete, go to start > windows explorer.
5. Open the file where "EnterpriseSelfServicePortal.msi" file was saved.
6. Double click on "EnterpriseSelfServicePortal.msi" file.

**Note:** You will have hold shift and right click, choose run as administrator on a User control enabled system.

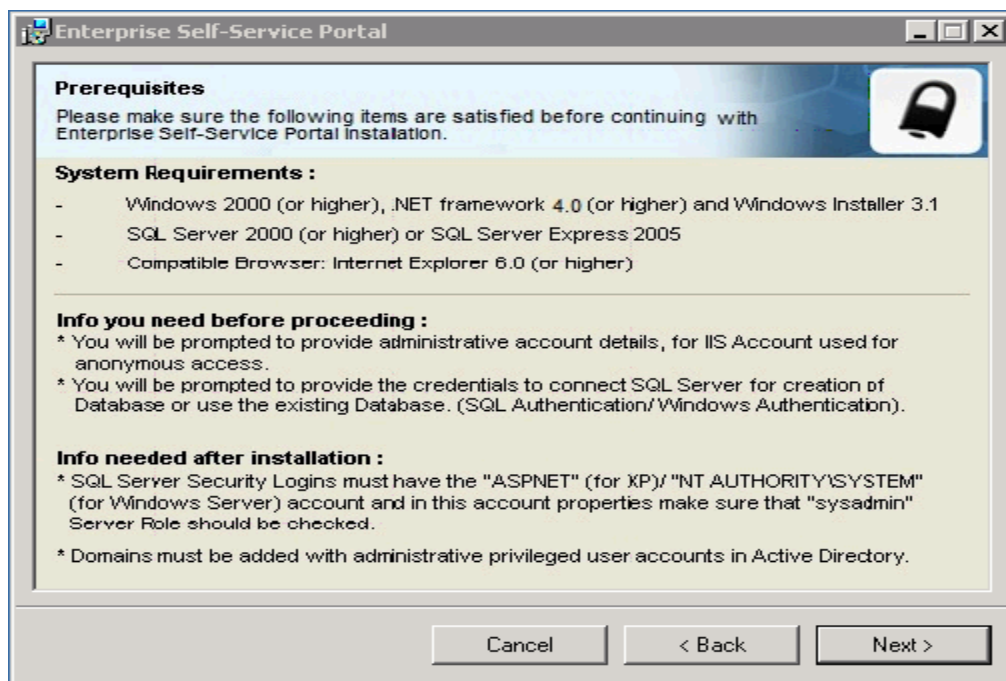
7. Setup process will start.
8. Go to step 1 in Installation Wizard.

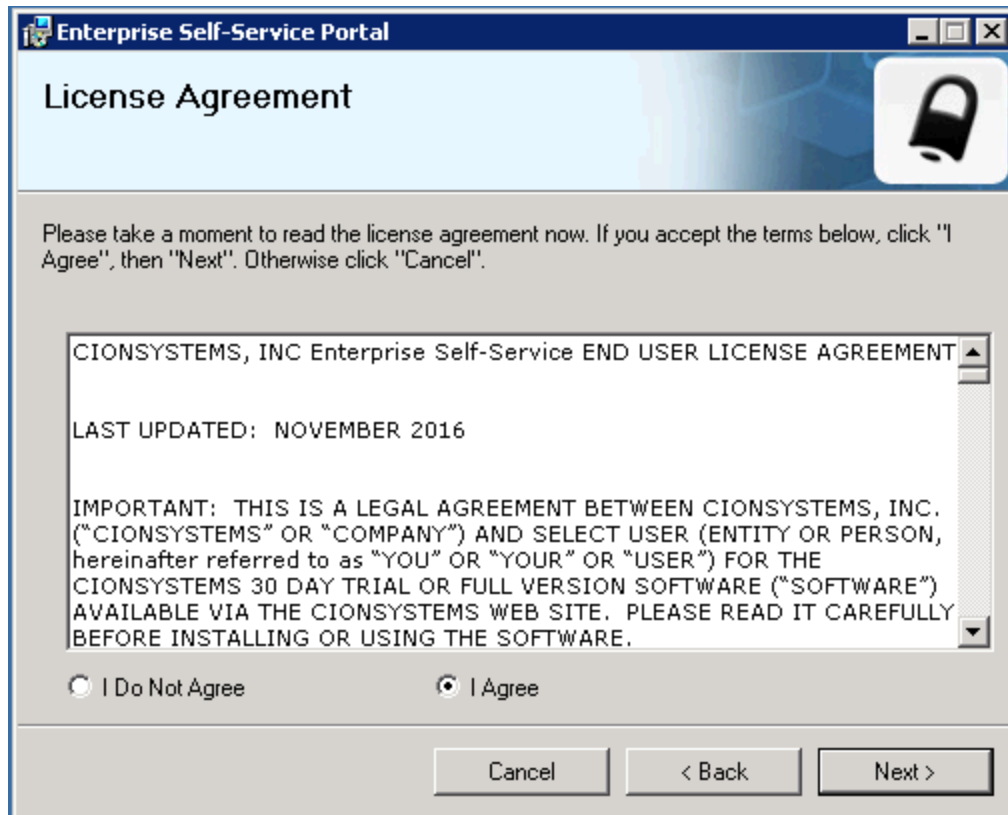
## Installation Wizard

### The Welcome Screen

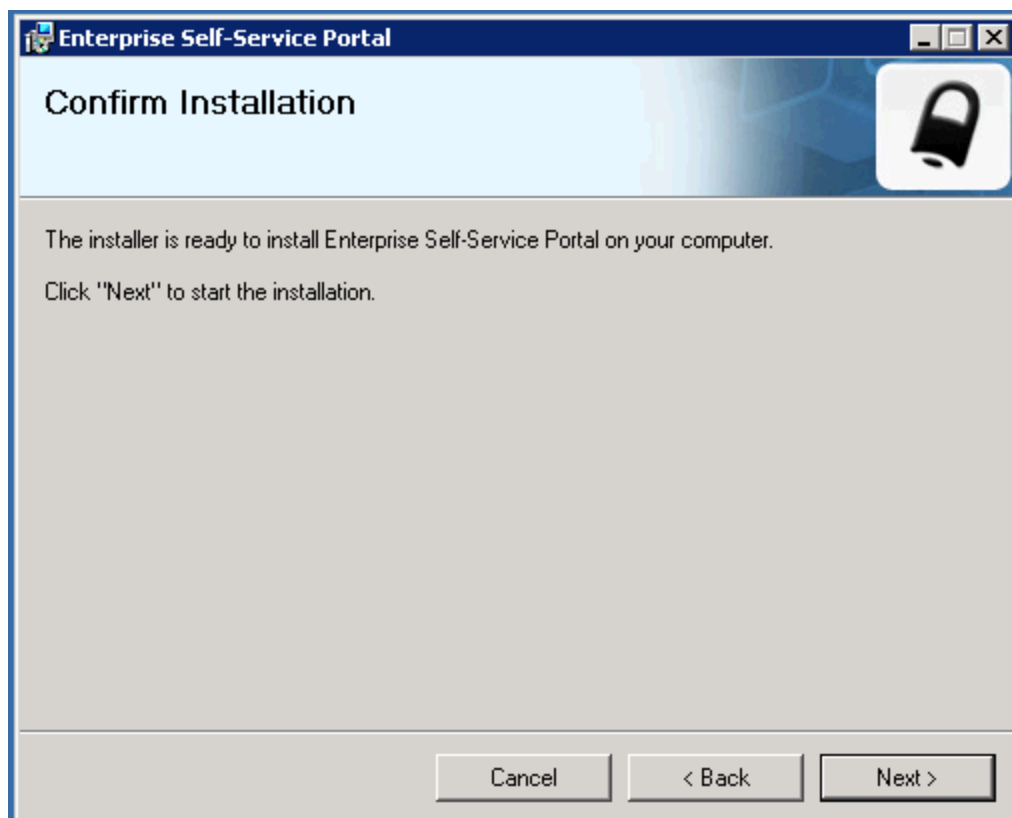


1. Click Next.
2. Click Next in System Requirements and Information screen

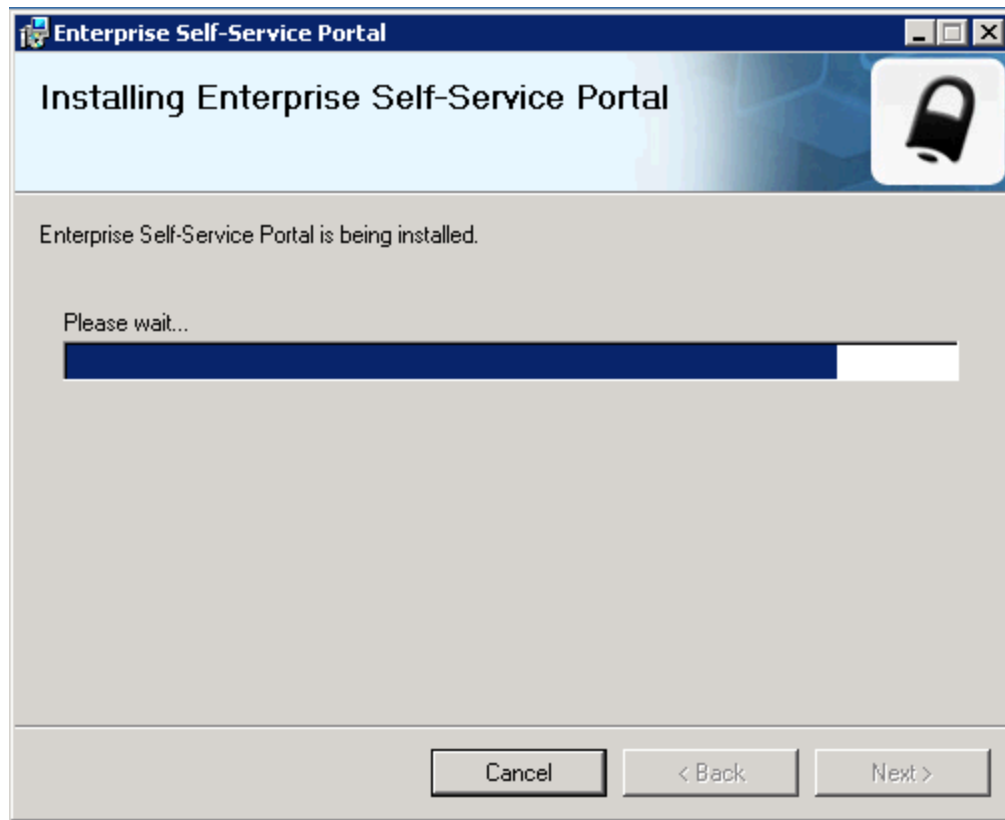




3. Select I Agree.
4. Click Next



5. Click Next.



6. Enterprise Self Service will start installing.

7. The IIS Authentication popup will appear. You must enter the IIS Username (in the format: domain name\administrator) and Password, then Click on OK button



8. SQL Server Configuration pop up window appears, if you are installing the application for the first time then click on 'Create New Database'. In Configuration Details, you can select SQL Authentication or Windows Authentication.

- For SQL Authentication, enter SQL database server name, select SQL Authentication, and enter 'Login' and 'Password' details. Enter valid details and click 'Test Connection'. If 'Test Connection' displays 'Connected Successfully' message, then click on Next.
- For Windows Authentication, enter SQL database server name, select Windows Authentication, here 'Login' and 'Password' will be grayed out. Enter valid details and click 'Test Connection'. If 'Test Connection' displays 'Connected Successfully' message, then click on Next.

SQL Server Configuration

Please make sure you have the following in place before continuing the install.  
- Access to SQL database, user name and password.

☒ Use Existing Database  
☐ Create New Database

Provide Configuration Details

Server Name:

Port Number:  Default 1433 for TCP

Authentication:

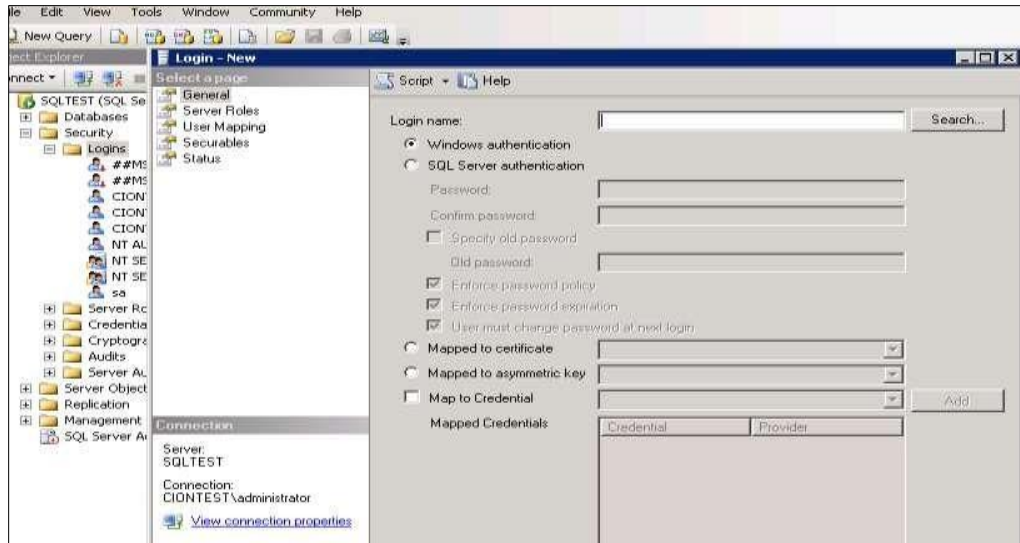
Login:

Password:

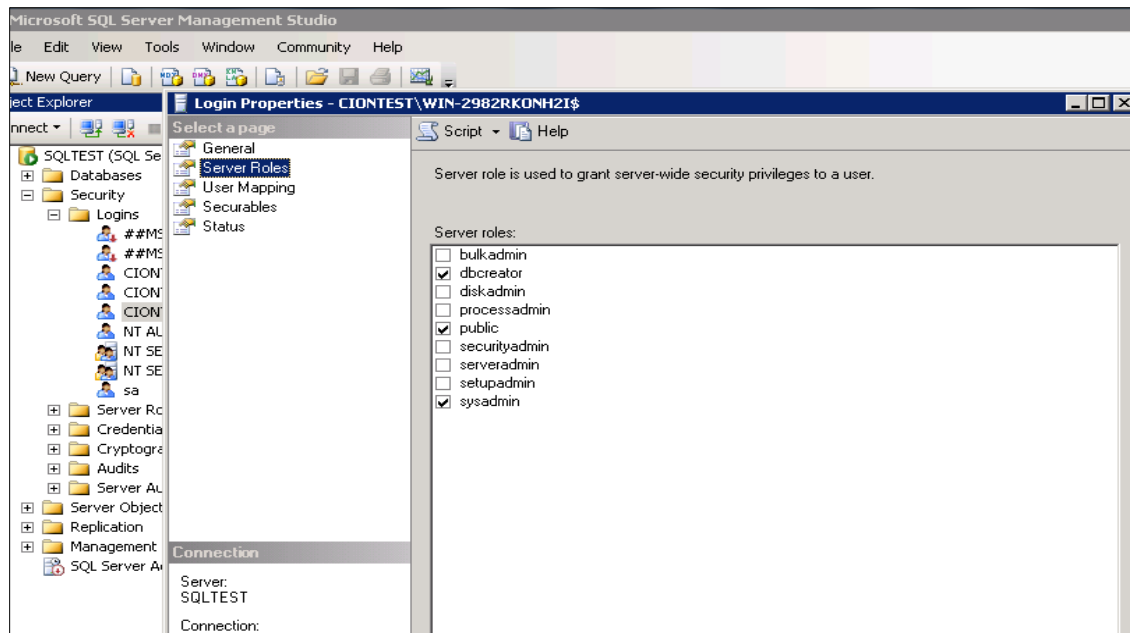
Test Connection

Next Cancel

- To connect to remote database that is on a different system please follow the below steps:
  - ✓ Enable TCP/IP protocol
  - ✓ Add the name of the system where you are installing the application (domainname\Machinename\$) to the SQL server and provide the appropriate Privileges.

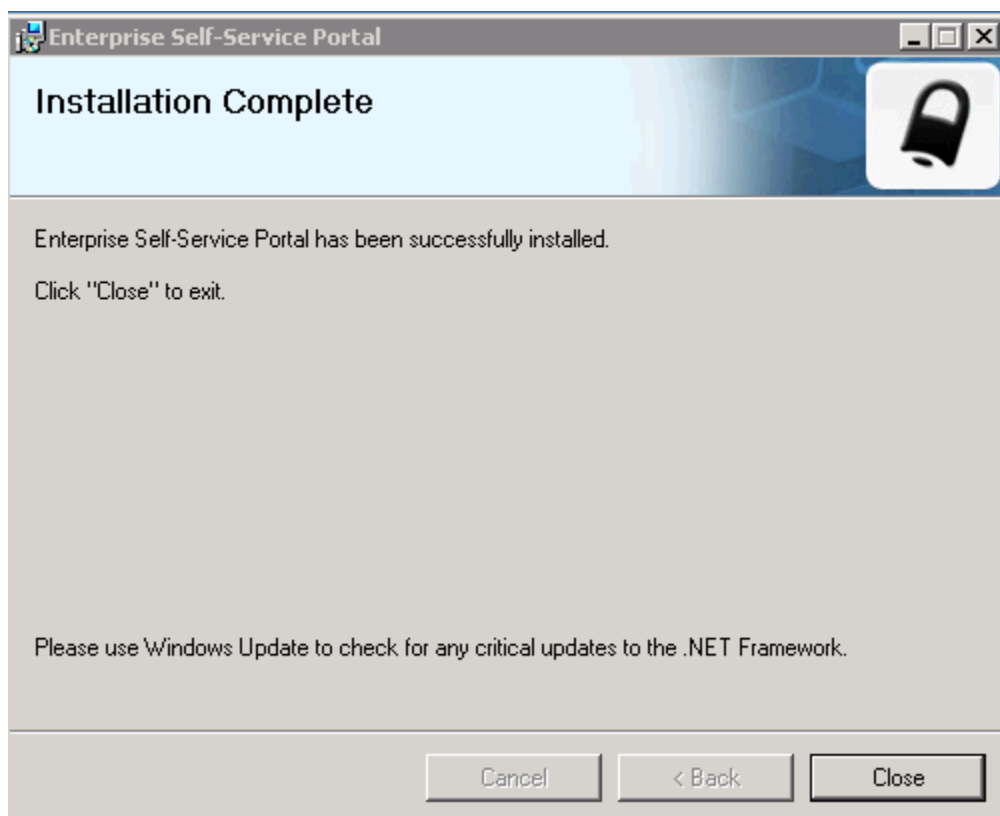


After adding system account in SQL server logins, Right click on account and modify the server roles and give the following permission dbcreator, sysadmin, public and click on save.



**Note:**

- To use 'Use Existing Database' radio button, 'AD\_SELF\_SERVICE' database should be already exist in the selected SQL database server.
- If 'AD\_SELF\_SERVICE' database already exist in the selected SQL database server and if you choose 'Create New Database' radio button, then old database will be deleted and new database will be created.



## Configuring CionSystems Enterprise Self Service

### Configuration of Domain

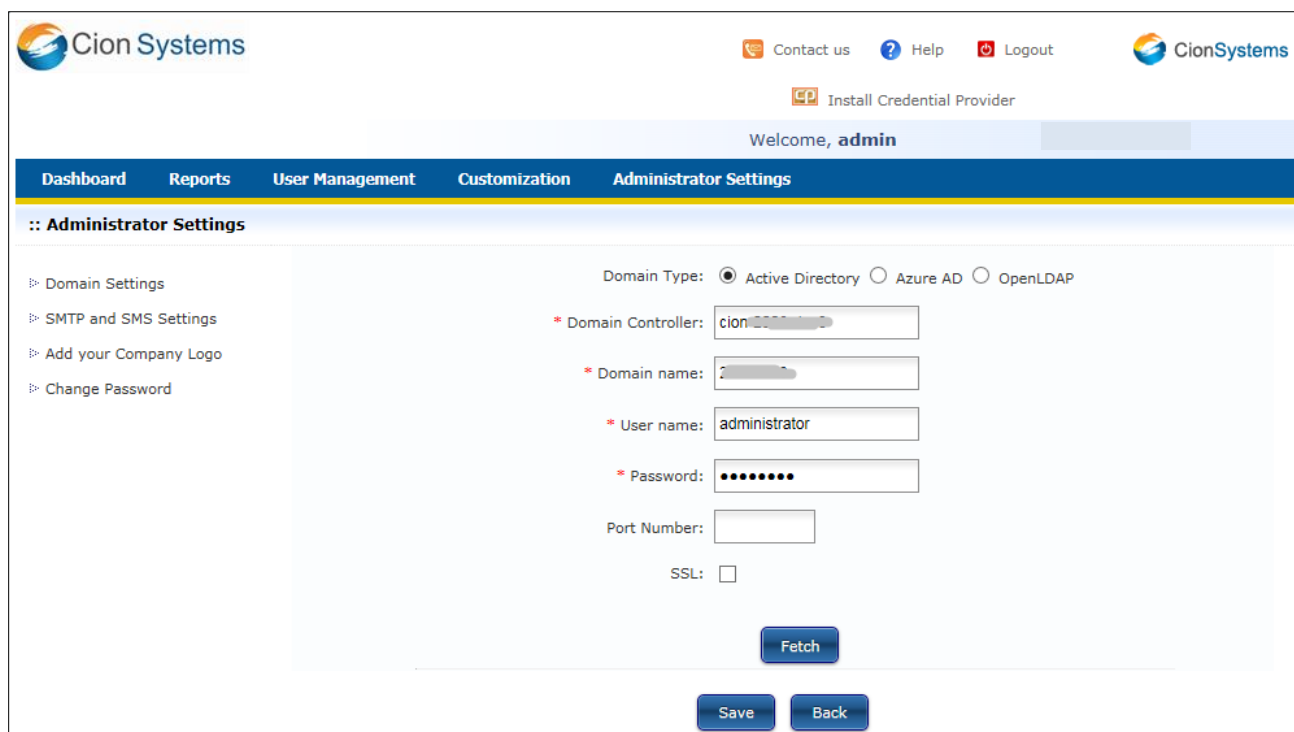
1. Click windows 'Start' button> All Programs> Enterprise Self-Service Portal > Enterprise Self-Service Portal icon. OR Click Enterprise Self-Service Portal Icon on desktop.



The login screen will open in the default web browser. To login on to the application for the first time

- ✎ Enter "admin" in the User Name dialogue box
- ✎ Enter "admin" in the Password dialogue box

**Note: It is recommended that user name and password should be changed after the application has been launched**



Enter all required domain details and configure the domain.

- Enter Domain Controller name.
- Domain Name.
- Domain User Name.
- Domain Password.

Click on Fetch

The screenshot shows the 'Administrator Settings' page with a sidebar on the left containing links: 'Domain Settings', 'SMTP and SMS Settings', 'Add your Company Logo', and 'Change Password'. The main content area is titled 'Domain Settings' and includes the following fields:

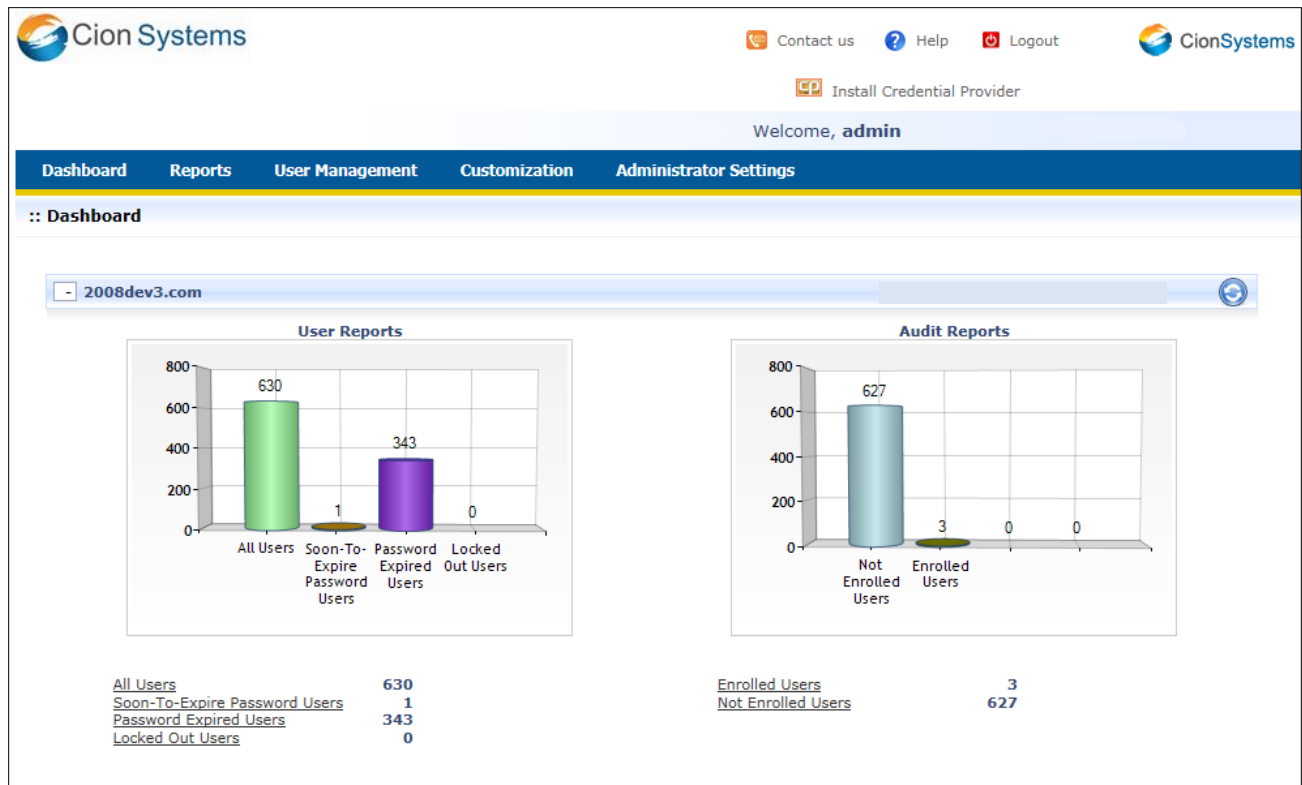
- Domain Type:** Radio buttons for 'Active Directory' (selected), 'Azure AD', and 'OpenLDAP'.
- \* Domain Controller:** Text input field containing 'CION-2000000000'.
- \* Domain name:** Text input field containing '2000000000.com'.
- \* User name:** Text input field containing 'administrator'.
- \* Password:** Password input field with masked characters.
- Port Number:** Text input field.
- SSL:** Check box (unchecked).

A 'Fetch' button is located below the input fields. Below the 'Fetch' button is a table titled 'Domain Controllers' with a minus icon in the top right corner. The table has four columns: a checkbox, 'Controllers', 'Is\_primary', and 'Status'.

	Controllers	Is_primary	Status
<input type="checkbox"/>	CION-2000000000	<input checked="" type="radio"/>	Active

At the bottom of the page are 'Save' and 'Back' buttons.

Select one controller as primary and click on Save.



Once Domain Configuration is completed, the dashboard window will appear with a view of the active directory categories of reports

The added Domain will be primary domain for the application

### Adding Office365 Domain to application

- Install Office365 cmdlets
- After installing the build login to the administrative portal (frmlogin.aspx)
  - Click on Administrator settings
  - Domain settings
- Click on add
- Select Azure AD option

**Cion Systems** Contact us Help Logout Install Credential Provider

Welcome, **admin**

**Administrator Settings**

- Domain Settings
- SMTP and SMS Settings
- Add your Company Logo
- Change Password

Domain Type: ☐ Active Directory ☒ Azure AD ☐ OpenLDAP

\* User name:

\* Domain name:

\* Password:

- Enter Username, password and click on save

**Cion Systems** Contact us Help Logout Install Credential Provider

Welcome, **admin**

**Administrator Settings**

- Domain Settings
- SMTP and SMS Settings
- Add your Company Logo
- Change Password

✓ Domain Added Successfully.

**Domain Details**

Select	Domain name	Friendly domain	Naming context	Link status	Edit
<input type="checkbox"/>	2008dev3.com	2008dev3.com	DC=2008dev3,DC=com	Primary	<a href="#">Edit</a>
<input type="checkbox"/>	cionsystems.onmicrosoft.com	cionsystems.onmicrosoft.com	cionsystems.onmicrosoft.com	UnLinked	<a href="#">Edit</a>

**Cloud Details**

No Records Available

Likewise you can add Microsoft Active Directory or Microsoft Azure Active Directory | Microsoft Office 365 domains to application.

## Adding Open LDAP Domain to application

The screenshot shows the Cion Systems Administrator Settings interface. At the top, there's a header with the Cion Systems logo, navigation links (Contact us, Help, Logout), and an 'Install Credential Provider' button. Below the header is a blue navigation bar with links to Dashboard, Reports, User Management, Customization, and Administrator Settings. The main content area is titled 'Administrator Settings' and contains a sidebar with links to Domain Settings, SMTP and SMS Settings, Add your Company Logo, and Change Password. The main form area is for configuring an OpenLDAP domain. It includes fields for Host name (with a red note 'Enter ip address here'), Domain name (transfer.com), User name (manager,dc=transfer,dc=com), Password (masked with dots), Base DN (dc=transfer,dc=com), and Port Number. There are also radio buttons for Domain Type (Active Directory, Azure AD, OpenLDAP) and an SSL checkbox. At the bottom are 'Save' and 'Back' buttons.

Cion Systems

Contact us ? Help Logout

Install Credential Provider

Welcome, admin

Dashboard Reports User Management Customization Administrator Settings

**:: Administrator Settings**

Domain Settings

SMTP and SMS Settings

Add your Company Logo

Change Password

Domain Type: ☐ Active Directory ☐ Azure AD ☒ OpenLDAP

Host name:  Enter ip address here

Domain name:  transfer.com

User name:  manager,dc=transfer,dc=com  
Ex: cn=username,dc=domainName,dc=com

Password:

Base DN:  dc=transfer,dc=com X  
Ex: dc=domainName,dc=com

Port Number:

SSL: ☐

Save Back

- Enter Host ip address, domain name, username, password and Base DN details and click on save button.

To link added Domains to primary Domain, select Domain and click on Toggle link

## Adding Sales Force cloud to application

- Go to Administrator settings
- Domain settings
- In cloud Details option Click on Add

Enterprise Self-Service Portal

Welcome, admin

Administrator Settings

Domain Settings

SMTP and SMS Settings

Add your Company Logo

Change Password

Primary Domain: ciontest.com

Link to Domain: ☐

Service Type: SalesForce

Service Name: cionsalesforce

Administrator Name: dar\_reddy@cionsystems.com

Password: [masked]

Tenant Domain Name: cionsystems.com

Save Back

Select service type, enter service name, administrator username and password (password, authentication token id) and click on save

Enterprise Self-Service Portal

Welcome, admin

Domain Settings

Domain Details

Select	Domain name	Friendly domain	Naming context	Link status	Edit
<input type="checkbox"/>	ciontest.com	ciontest.com	DC=ciontest.DC=com	Primary	Edit
<input type="checkbox"/>	cionsystems.onmicrosoft.com	cionsystems.onmicrosoft.com	cionsystems.onmicrosoft.com	UnLinked	Edit

Cloud Details

Select	Service type	Service name	Admin username	Domain name	Link status	Edit
<input type="checkbox"/>	SalesForce	cionsalesforce	jihendar.reddy@cionsystems.com	cionsystems.com	UnLinked	Edit

## Adding Google apps to application

- Go to Administrator settings
- Domain settings
- In cloud Details option Click on Add

Enterprise Self-Service Portal

Welcome, admin

Administrator Settings

Domain Settings

SMTP and SMS Settings

Add your Company Logo

Change Password

Primary Domain: clontest.com

Link to Domain: ☐

Service Type: Google Apps

Service Name: clongooglecloud

Administrator Name: admin@sahebansari.com

Password: \*\*\*\*\*

Tenant Domain Name: sahebansari.com

Save Back

Select service type, enter service name, administrator username and password and click on save.

Enterprise Self-Service Portal

Welcome, admin

Domain Settings

Domain Details

Set Primary Toggle Link Add Delete

Select	Domain name	Friendly domain	Naming context	Link status	Edit
<input type="checkbox"/>	clontest.com	clontest.com	DC=clontest,DC=com	Primary	Edit
<input type="checkbox"/>	cionsystems.ornicrosoft.com	cionsystems.ornicrosoft.com	cionsystems.ornicrosoft.com	UnLinked	Edit

Cloud Details

Toggle Link Add Delete

Select	Service type	Service name	Admin username	Domain name	Link status	Edit
<input type="checkbox"/>	SalesForce	cionsalesforce	jithendar.reddy@cionsystems.c	cionsystems.com	UnLinked	Edit
<input type="checkbox"/>	GoogleApps	clongooglecloud	admin@sahebansari.com	sahebansari.com	UnLinked	Edit

**Note:** Clouds can be linked to the primary domain by clicking on toggle link.

## Common Issues

### Microsoft Office365 - Install the cmdlets

To begin using the Office 365 cmdlets, the cmdlets must first be installed. The requirements for installing the Office 365 cmdlets are as follows

- The following files must be installed
  - AdministrationConfig-EN.msi
  - msoidcli\_64.msi

Download links: [Microsoft Online Services Sign-In Assistant](#)

[Windows Azure Active Directory Module for Windows PowerShell \(32-bit version\)](#) [Windows Azure Active Directory Module for Windows PowerShell \(64-bit version\)](#)

To install the cmdlets, double-click the AdministrationConfig.msi file. The installer will add a shortcut to your desktop and **Start** menu. Click the Microsoft Online Services Module shortcut to open a Windows PowerShell workspace with the cmdlets.

Alternatively, you can also load the Office 365 cmdlets manually by typing import-module MSOnline at the Windows PowerShell prompt.

**Note:** Microsoft Office 365 functionality requires that the Enterprise Self Service application be installed on Windows Server 2008 R2 only. Microsoft supports interfaces to Office 365 only from a Microsoft Windows Server R2 server.

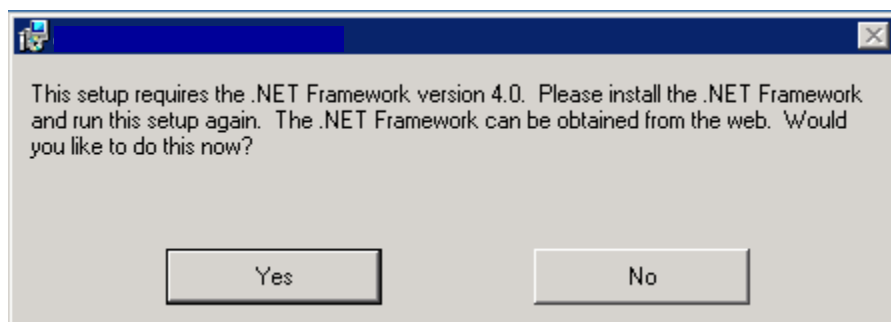
If Self-Service is unable to connect to Office 365, displaying "incorrect users name or password", verify the user name and password. Confirm that the firewall is allowing traffic on port 443. Refer to Microsoft Office 365 documentation for firewall port configuration.

## Troubleshooting Installation issues

### Windows Server 2008 R2

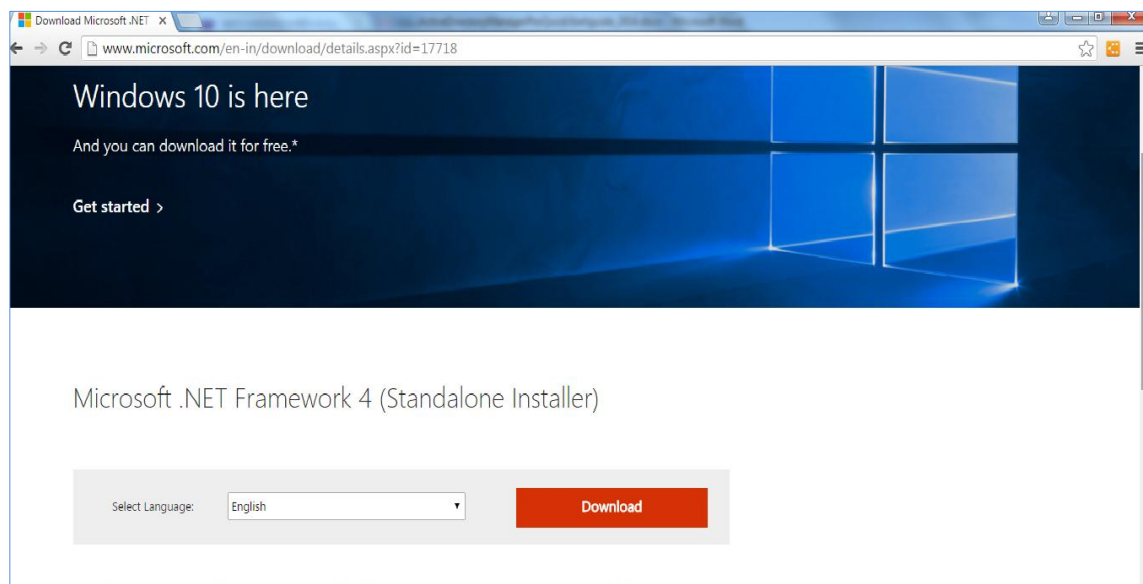
#### **1. Error: “This setup requires Microsoft .NET Framework version 4.0” displays during installation**

If you see the following screen during installation, you need to install the .NET Framework version 4.0



To install the .NET Framework version 4.0, click on below link. This will redirect to .NET Framework 4.0 download page.

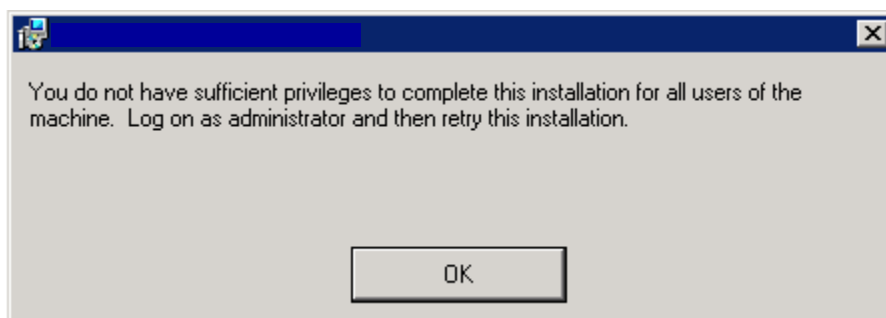
<http://www.microsoft.com/en-in/download/details.aspx?id=17718>



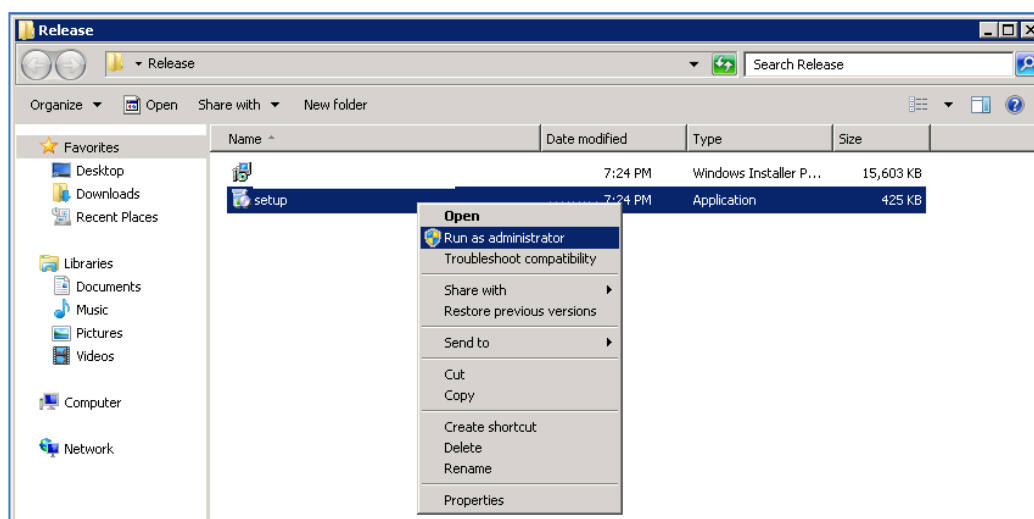
Download and install → .NET Framework 4.0, ensure appropriate .NET versions are installed.

## 2. Error: “You do not have sufficient privileges to complete this installation”

If you see the following screen during installation, you don't have the privileges to install the .msi file of the application.

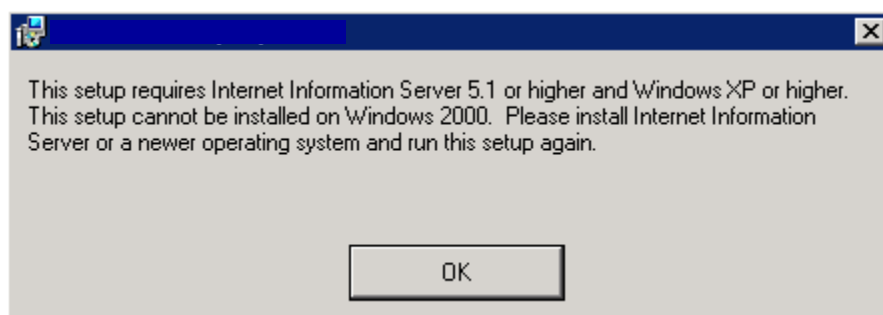


You have to login as an administrator or you have admin privileges to run the .msi file. Otherwise you may run the .exe file of the application as an administrator by holding down shift key and right click the mouse, choose "Run as administrator".



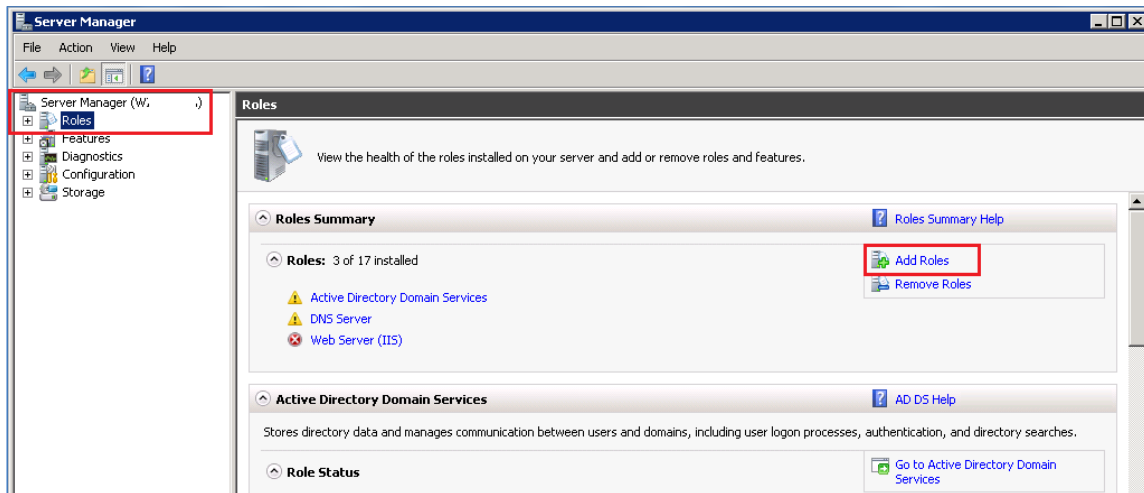
## 3. Error: “This setup requires Internet Information Server 5.1 or higher” displays during installation

If you see the following screen during installation, you need to install the Application Development and IIS6 Management Compatibility roles

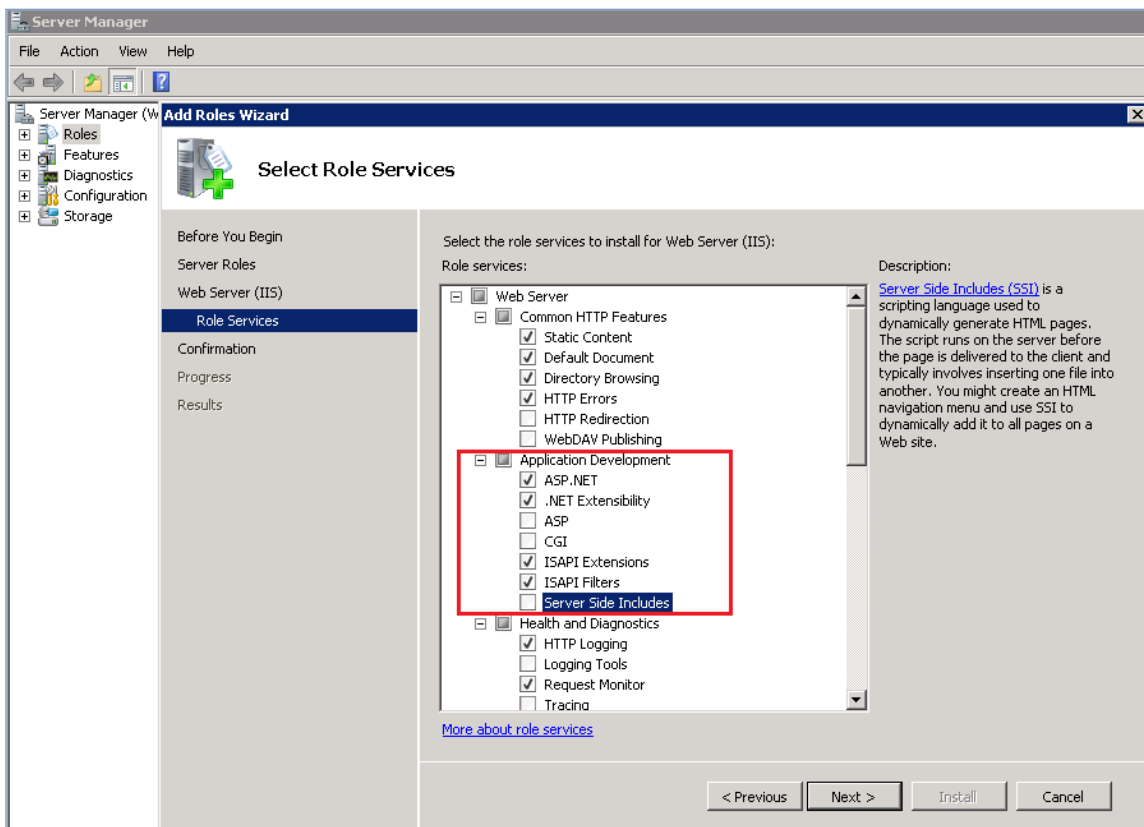


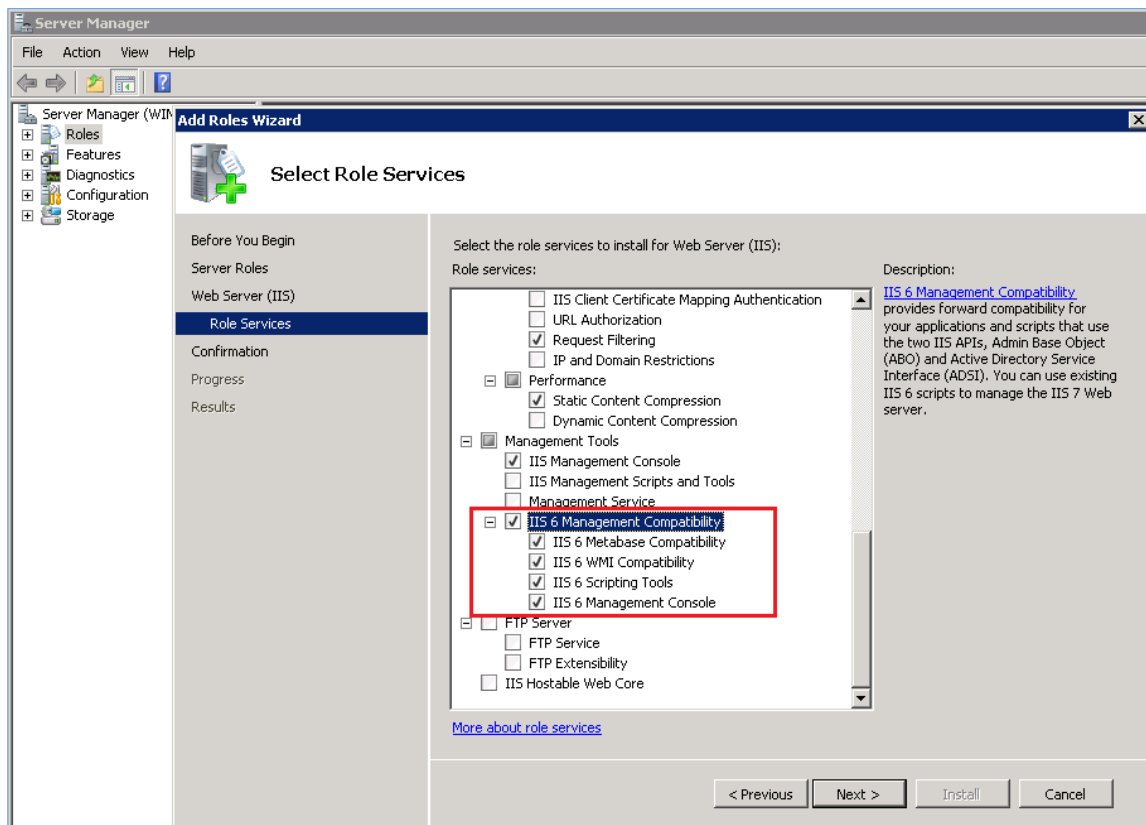
Make sure you have installed the following roles in Server Manager.

Go to Control Panel→click on **"Turn Windows features on or off"** under Programs→Select **"Roles"** under Server Manager→Click on **"Add Roles"** link button.



Add Roles wizard will be started→select **"Server Roles"** link button→configure the **"Application Development"** and **"IIS6 Management Compatibility"** roles as shown below:





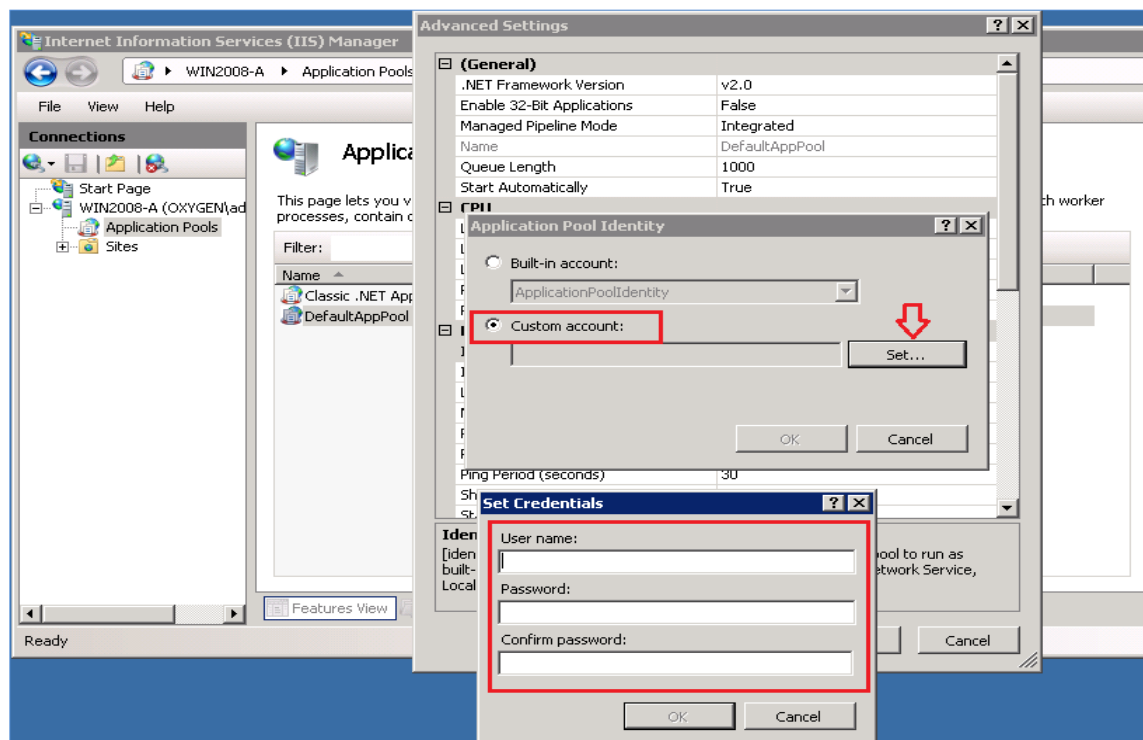
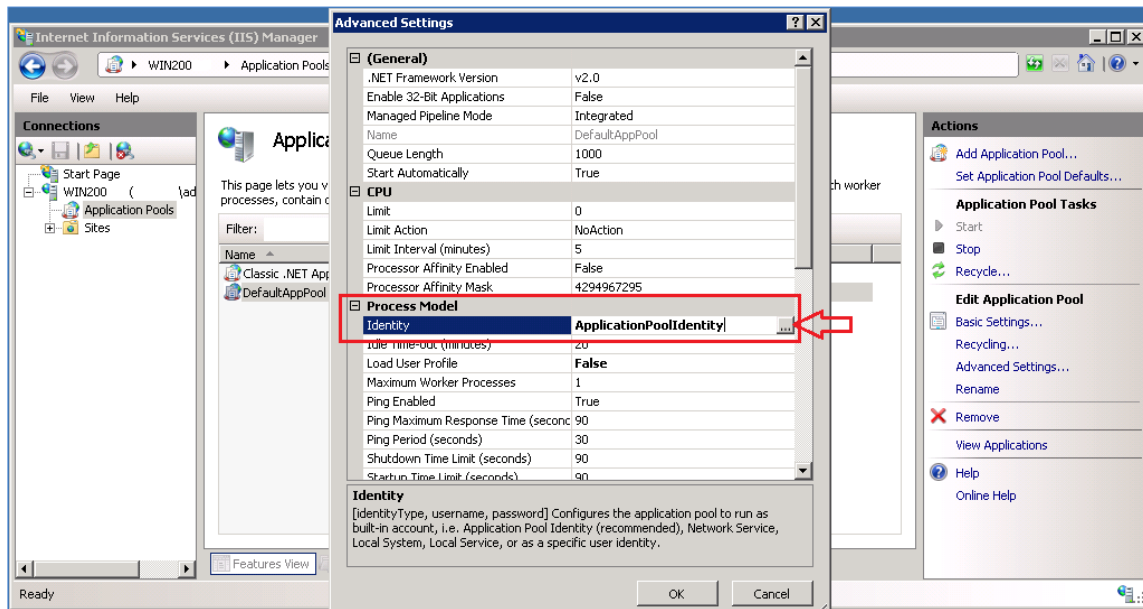
After installing the roles, restart the server to apply the changes.

#### 4. Changing “Application pool Identity” for DefaultAppPool in IISManager

In some case, you have to change the application pool identity to the username and password you provided at install.

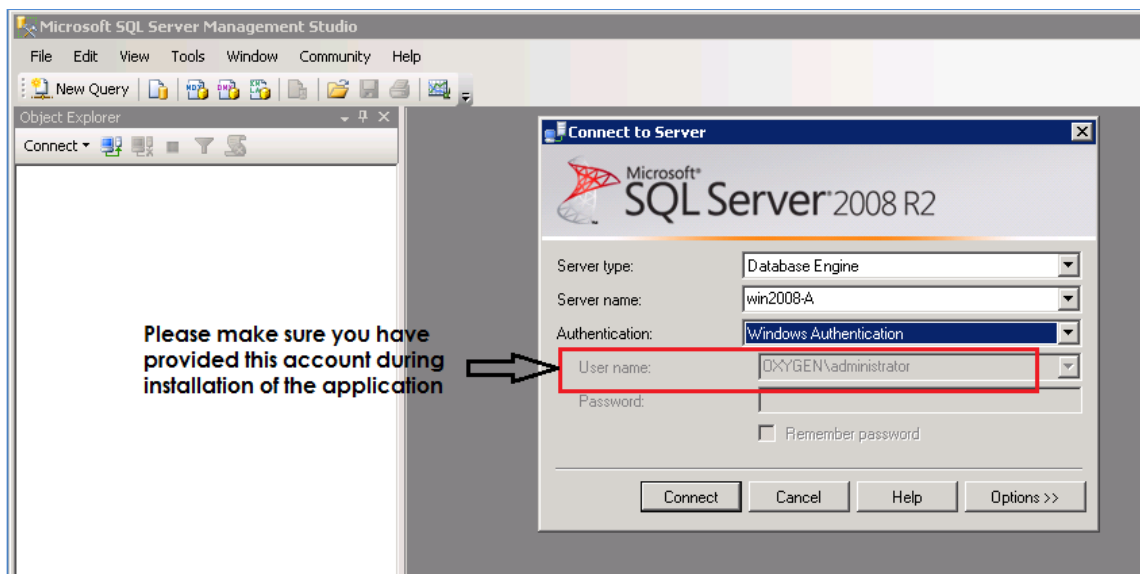
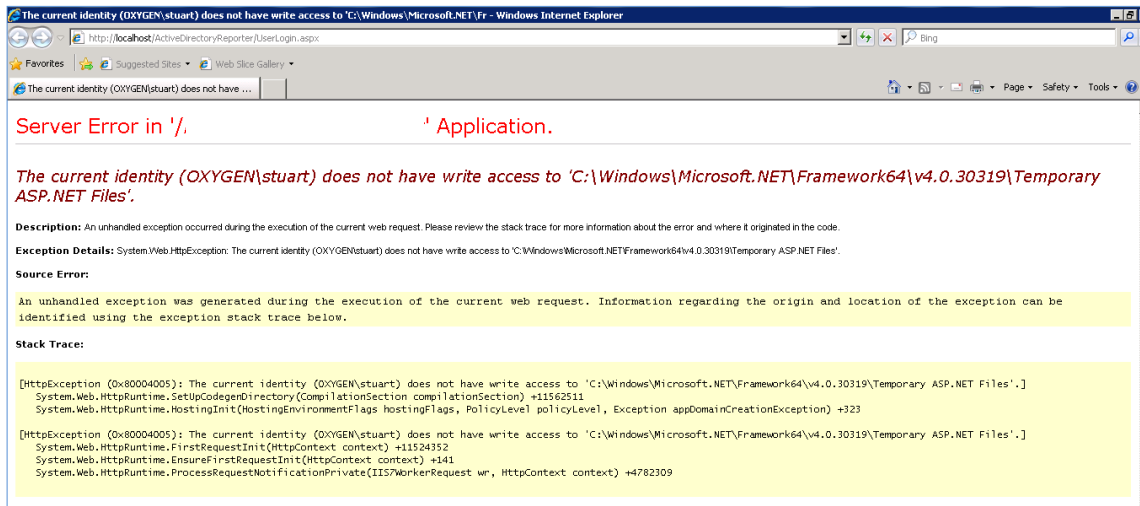
Process is

- Start **Run** command→type “**inetmgr**”→IIS Manager Window will be opened.
- Go to Application Pools→DefaultAppPool→right click and select “**Advanced Settings**”→Select “**Identity**” under Process Model→click on ellipsis button→Select “**Custom account**”→click on “**Set**”→Provide “**User name, Password** and **Confirm password**” details→click **OK**→click **OK**



## 5. Error: "Server Error in '/Enterprise Self Service ' Application"

If the login fails after trying 'admin' & 'admin' (without quotes): see the solution below

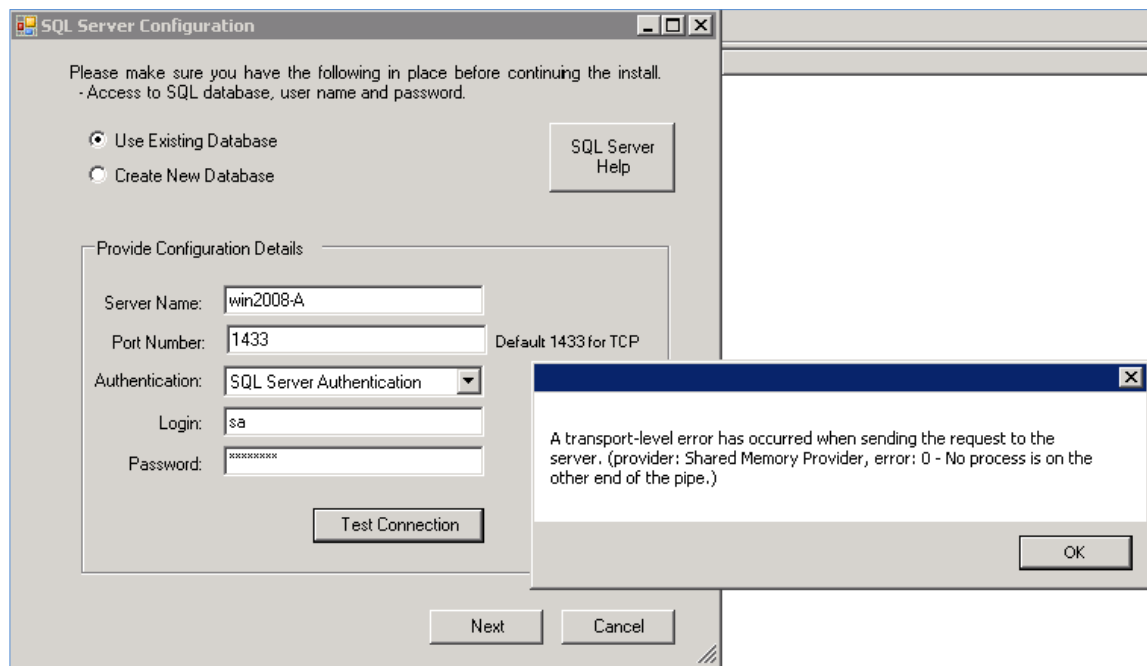


Start the sql server management studio and note the sql connection string and username. You have to provide this username during the install of Enterprise Self-Service Portal (refer page 9 - Application Authentication popup window). Otherwise whatever username you provided you have to provide SQL privileges.

Also, check the IIS role and ensure the Windows and Basic authentication are enabled.

## 6. Error: SQL Login failed during the database configuration of application

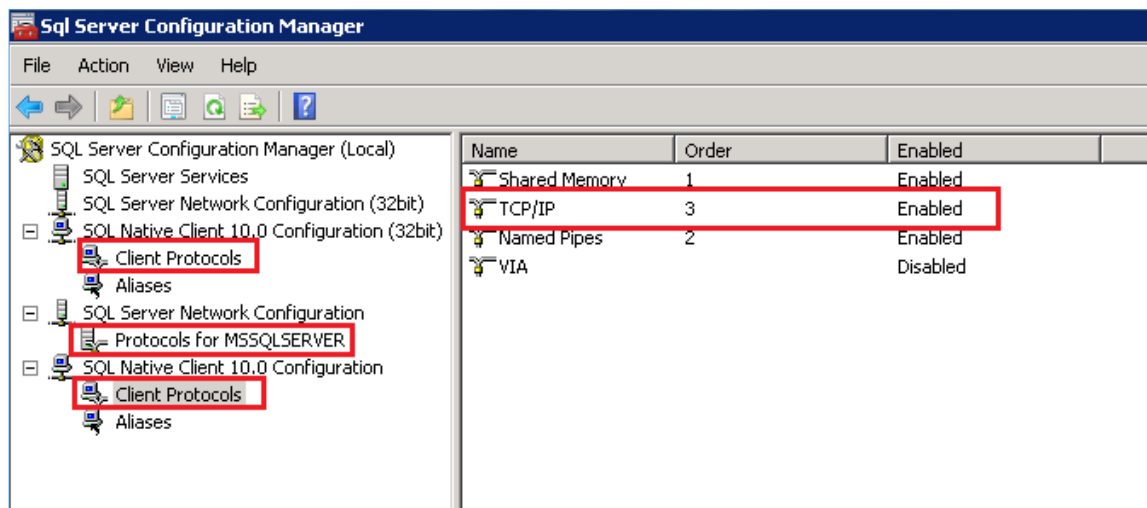
### SQL Login fails



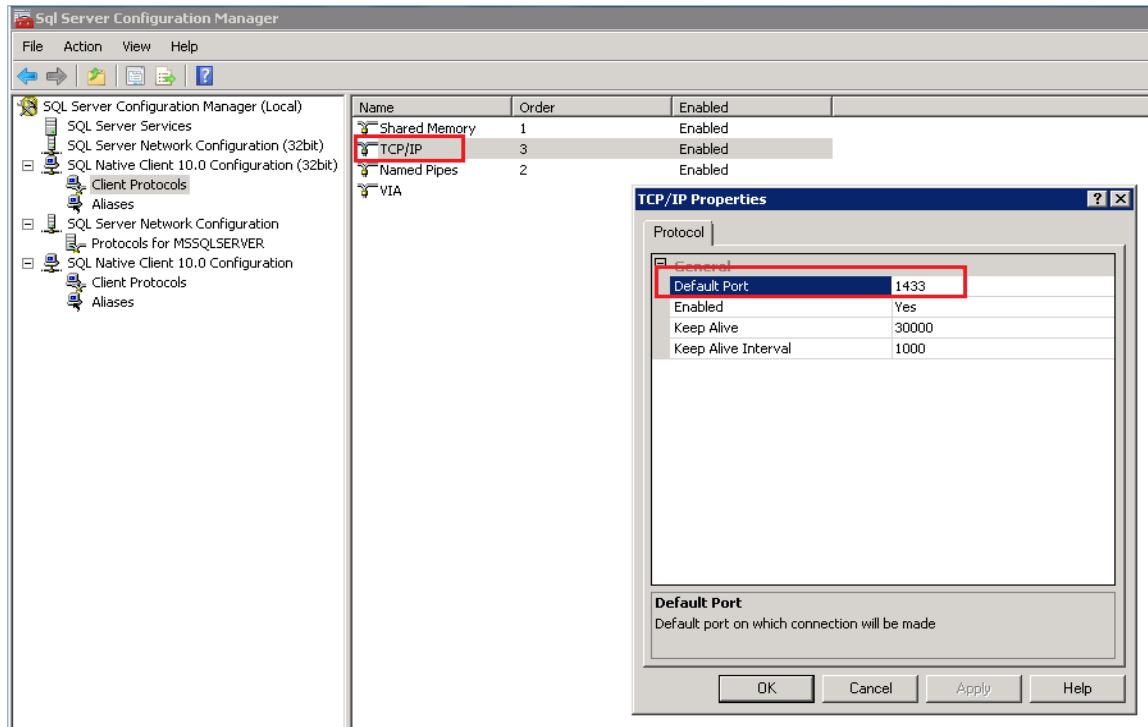
This can happen because the firewall is blocking ports. Check the firewall and SQL to ensure the right SQL ports are open. Probably TCP/IP channel is disabled under SQL Server Configuration Manager. So go there and enable all TCP/IP options

Below is an example

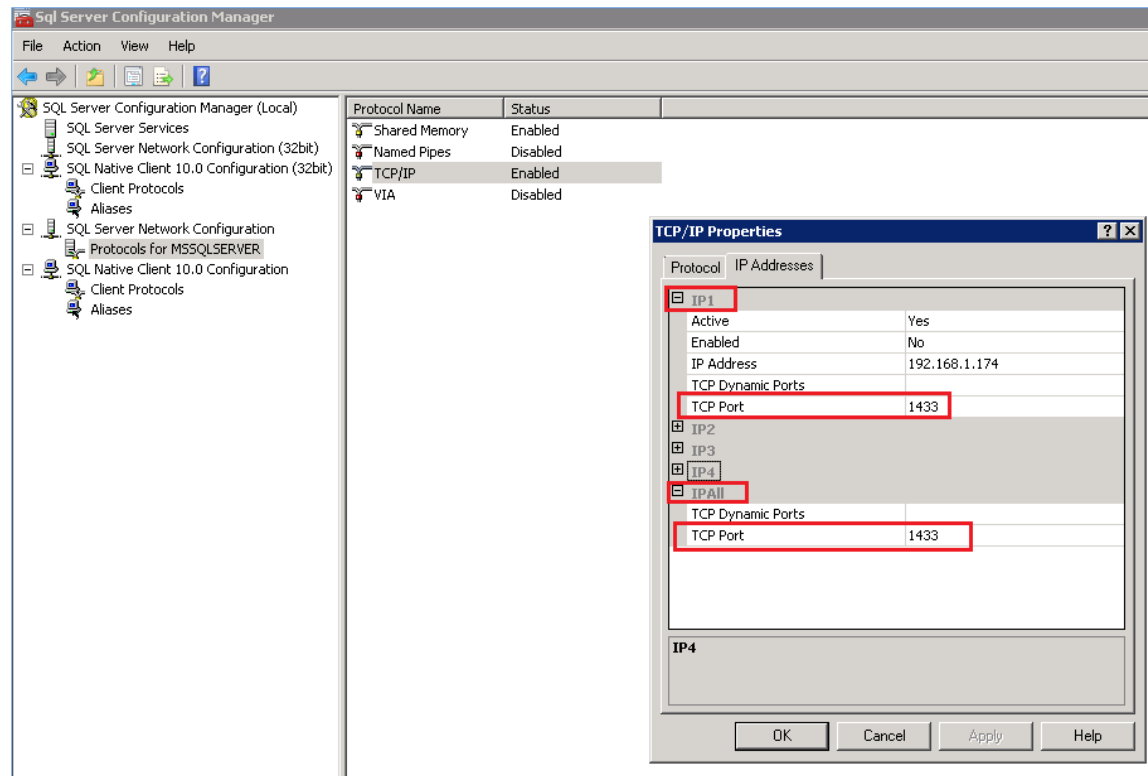
- Click on start → All programs → Microsoft SQL Server 2008 R2 → Click on **Configuration Tools** → Click on **SQL Server Configuration Manager**



- Make sure all TCP/IP channels are enabled

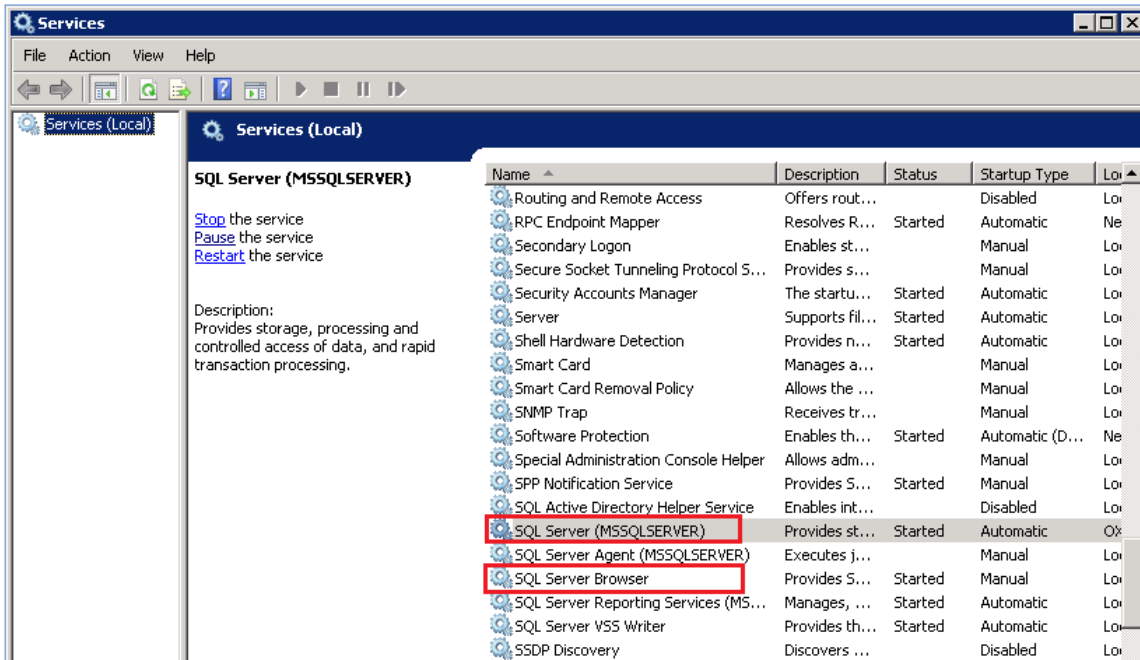


- Make sure TCP/IP Port has 1433



- Select TCP/IP, go to properties, in properties window select **IP Addresses** tab.

In **IP1** set TCP Port as **1433** and in **IPAll** set TCP port as **1433**, Click on **OK**



- Restart **SQLServer** and **SQL Server Browser** services

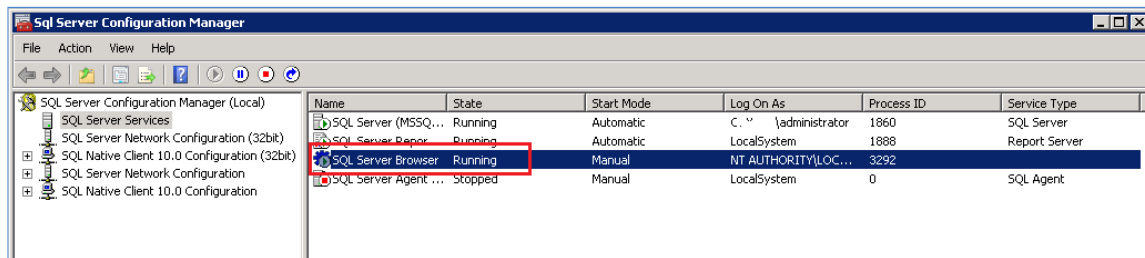
To open above ports in Windows firewall, run the below command from command prompt

```
netsh advfirewall firewall add rule name = SQLPort dir = in
protocol = tcp action = allow localport = 1433 remoteip =
localsubnet profile = DOMAIN
```

## Connecting to remote database:

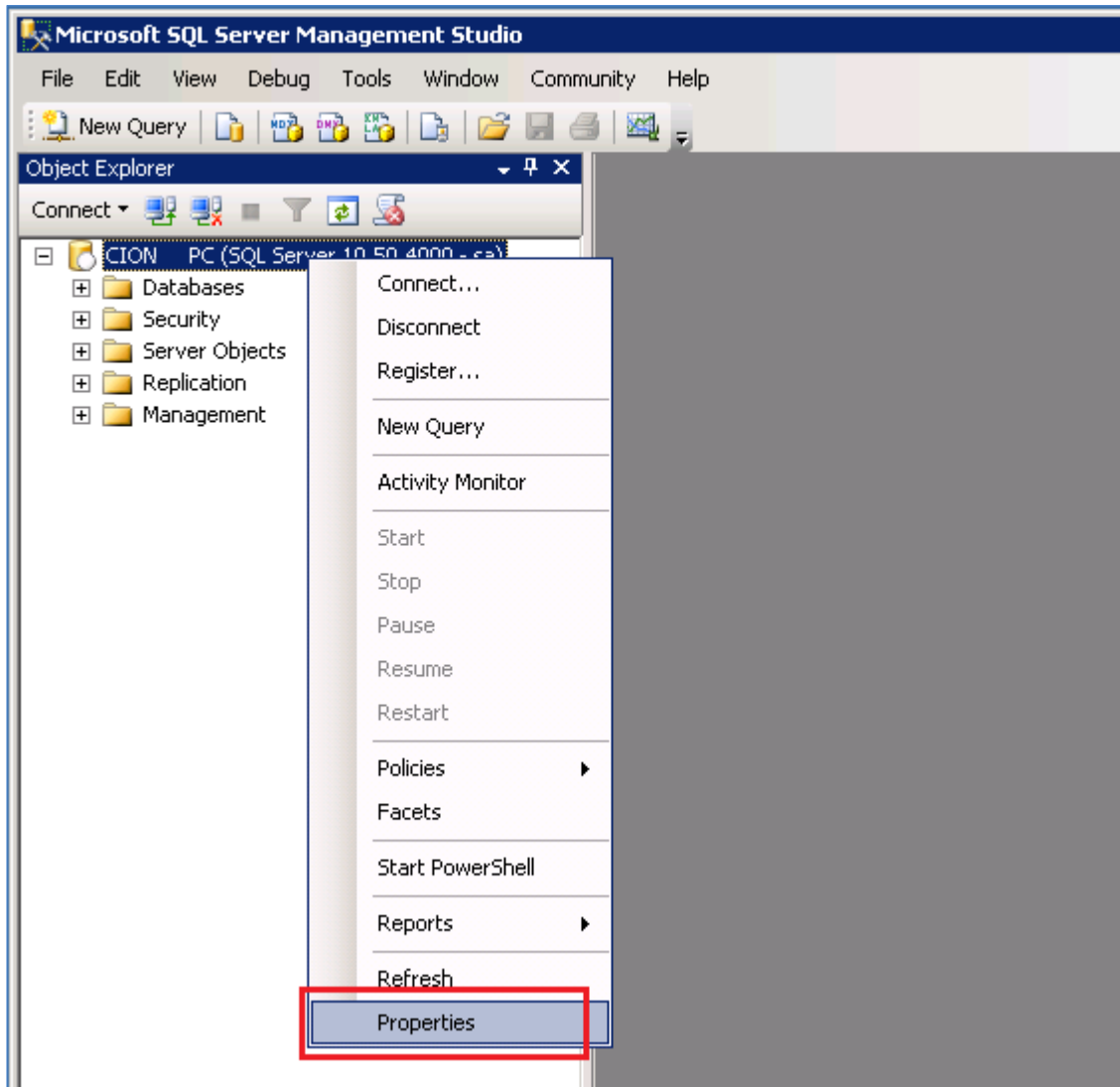
To connect remote database, please check the following settings:

1. Make sure **SQL Browser Service** is in running state in **SQL Server Configuration Manager**

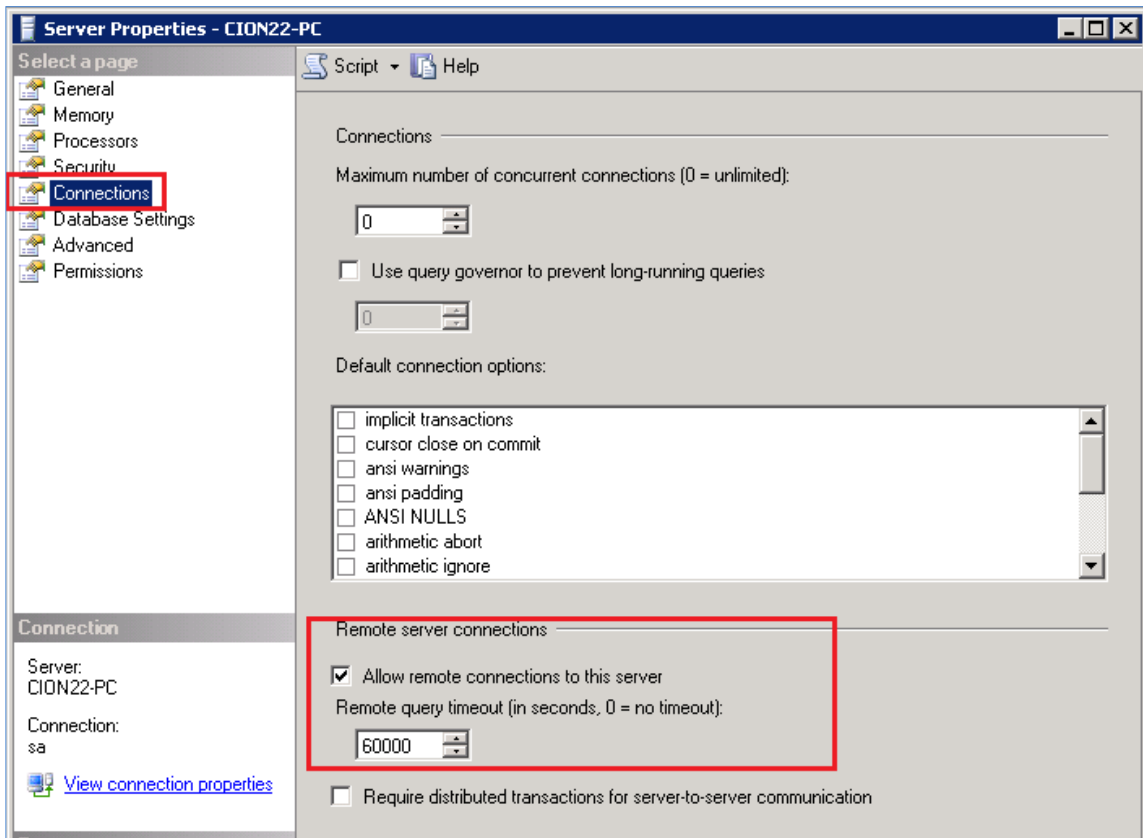


2. Check is if Remote Connections are enabled on your SQL Server database.

- Connect to the server, right click the server and open the Server Properties.

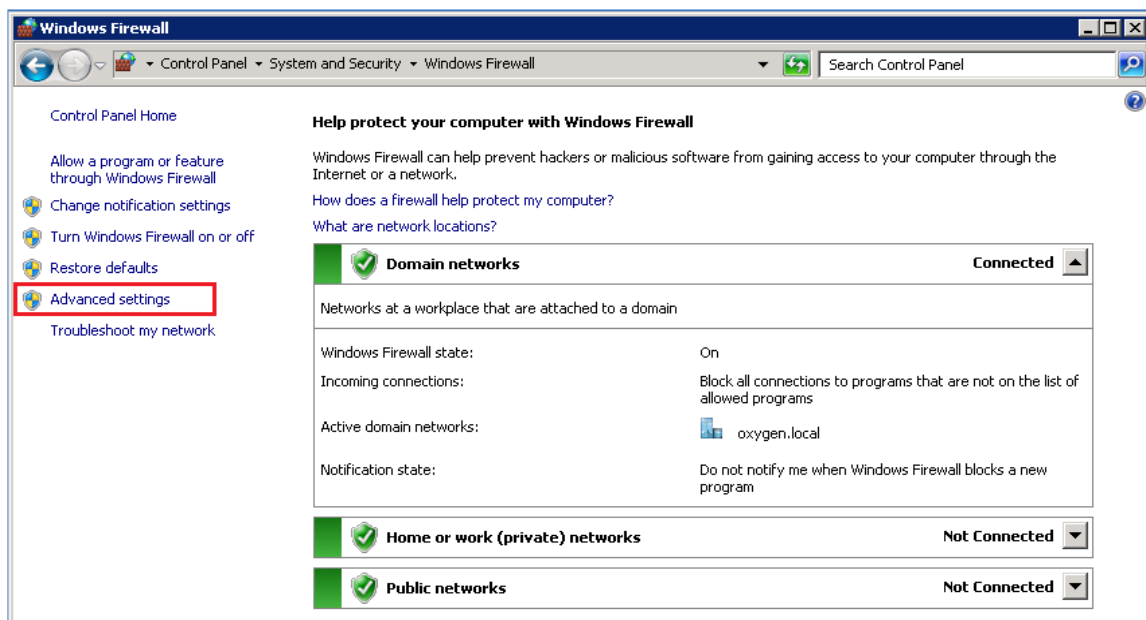


- Navigate to **Connections** and ensure that **Allow remote connections to this server** is checked.

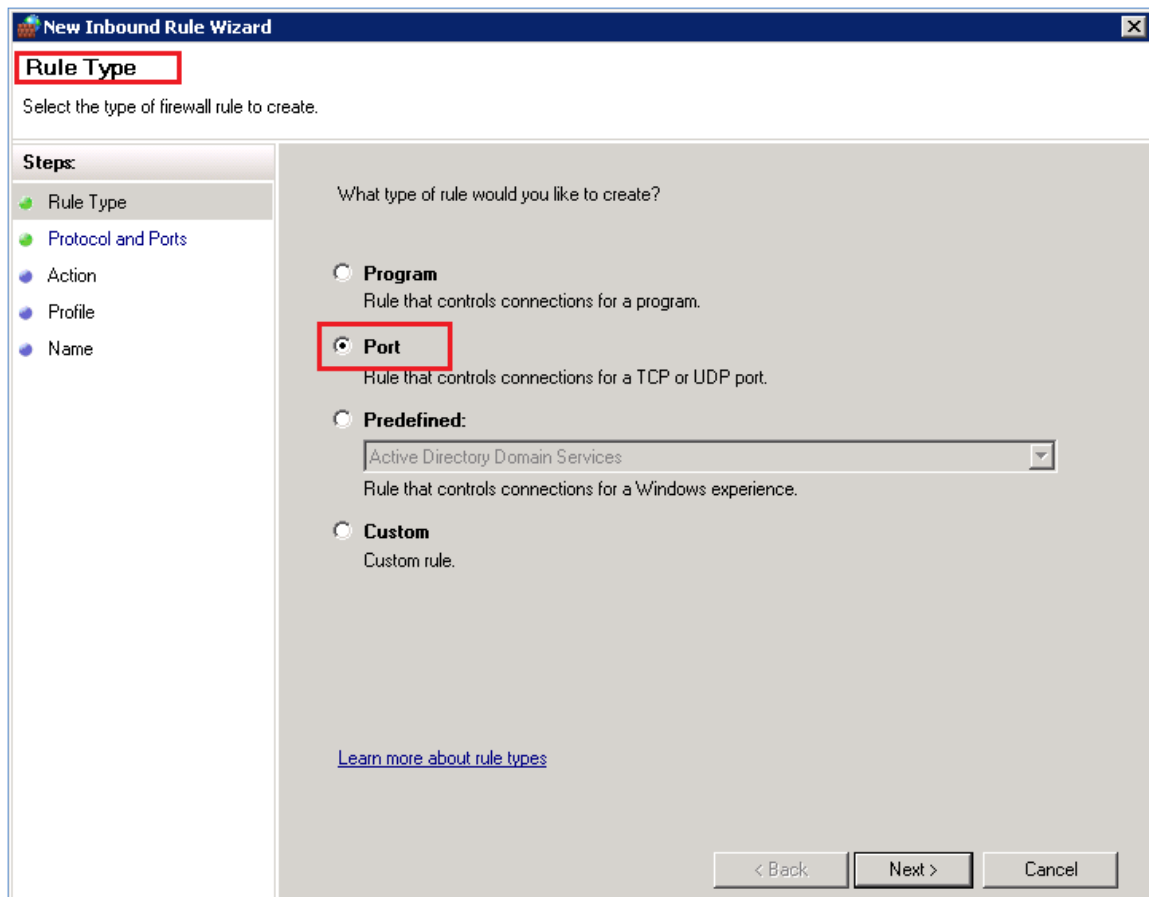


### 3. In firewall enable UDP port (By Default 1434) for SQL Browser

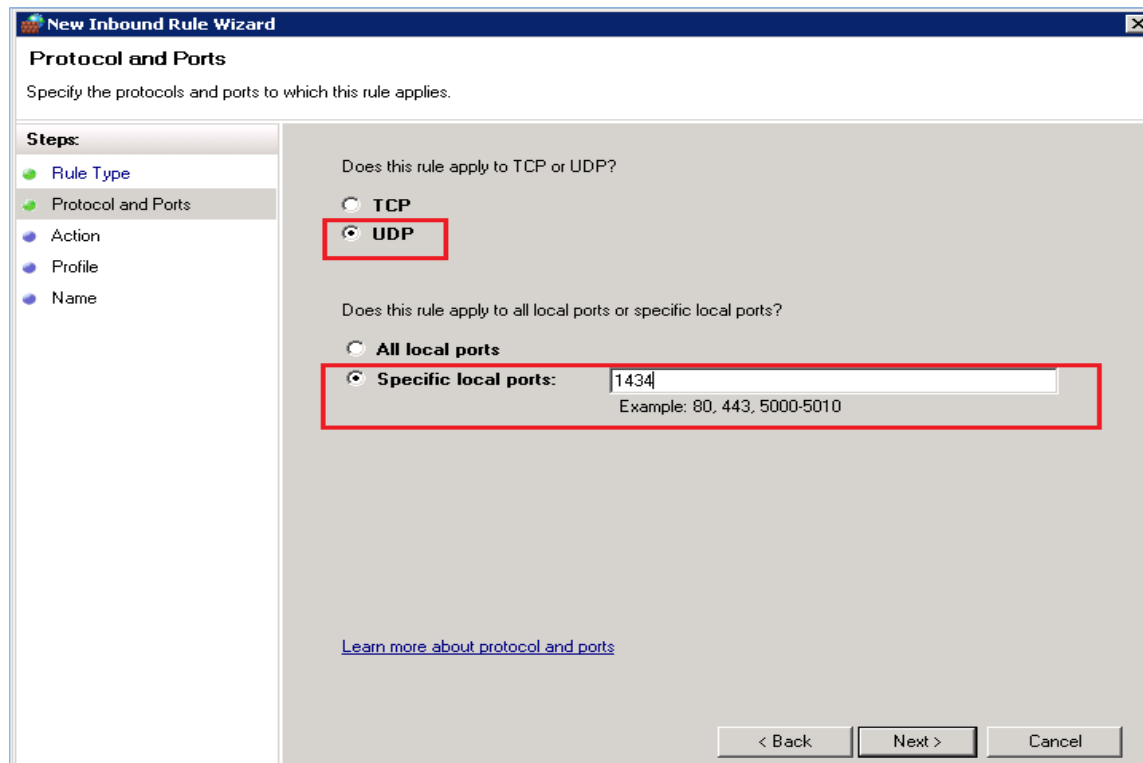
- Open the Control Panel and navigate to Windows Firewall.



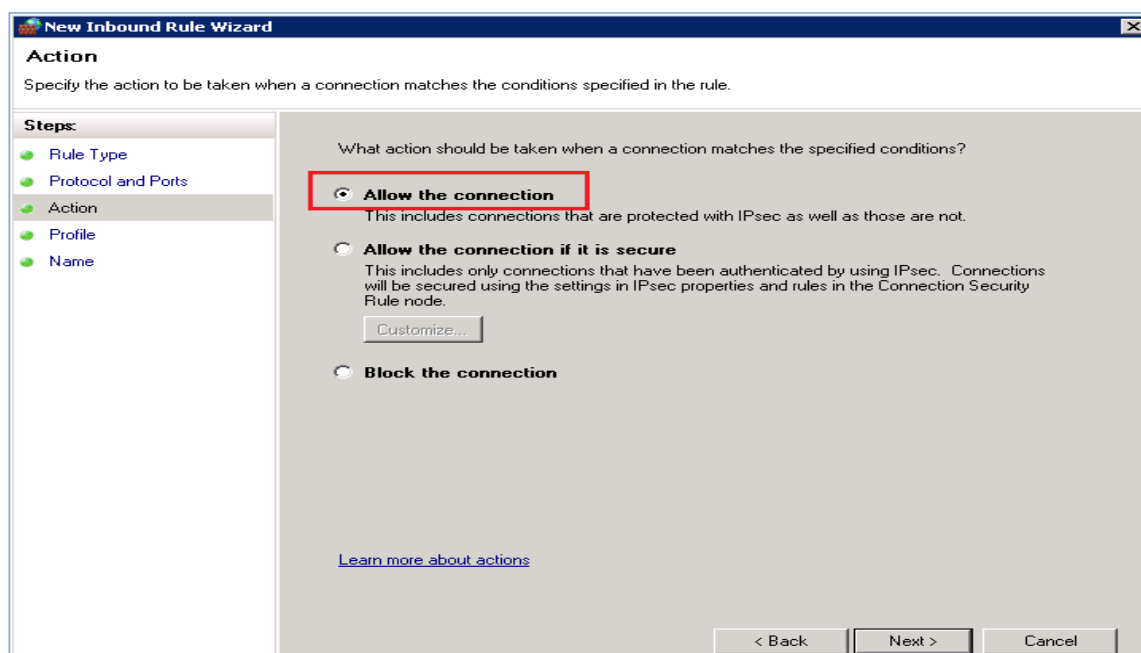
- Click on Advanced Settings on the left hand side and you should see the Windows Firewall with Advanced Security. Select **the Inbound Rules** on the left hand side and click on **New Rule...** on the right hand side.



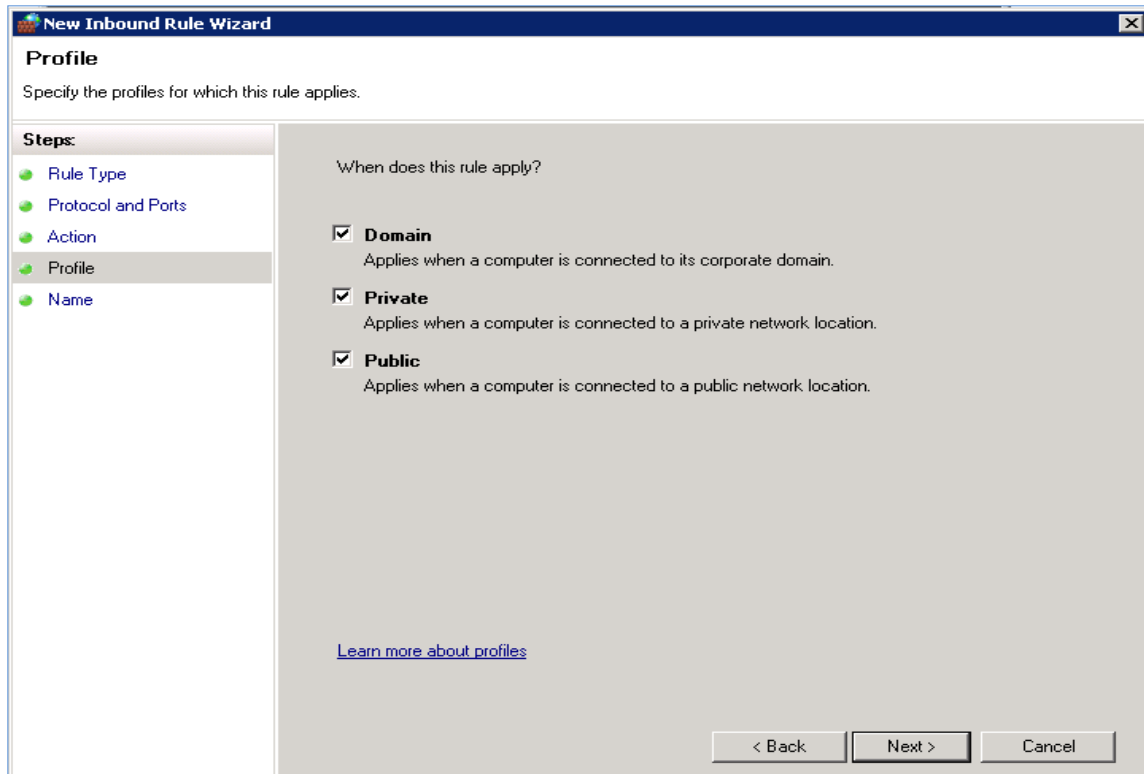
- This opens the New Inbound Rule Wizard, under the **Rule Type** choose **Port** and click the **Next** button



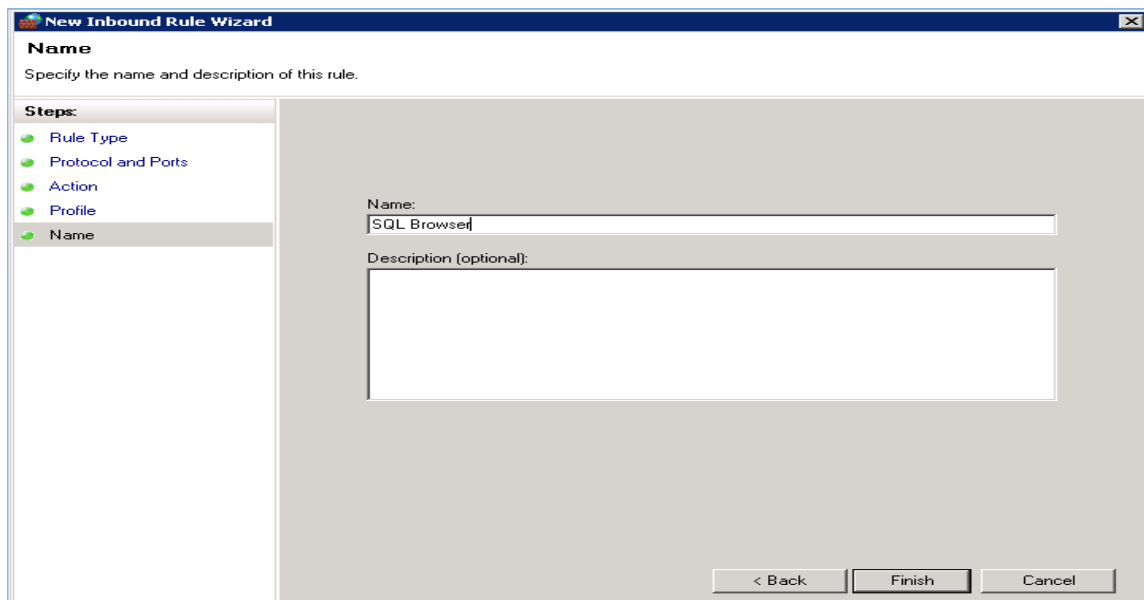
- Select the **UDP** protocol and in the Specific local ports enter port number **1434**. To proceed with the settings SQL Browser services, click the **Next** button



- In the Action dialog choose **Allow the connection** and click the **Next** button

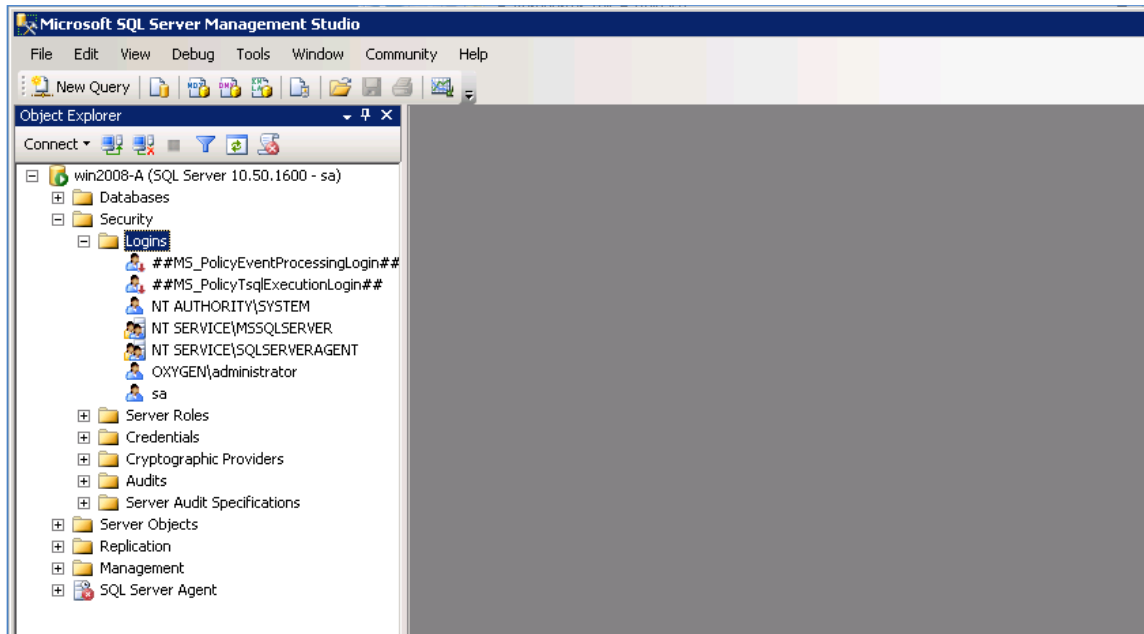


- In the Profile dialog choose all three profiles and click the **Next** button



- Give the rule a name as "SQL Browser" and click the **Finish** button.

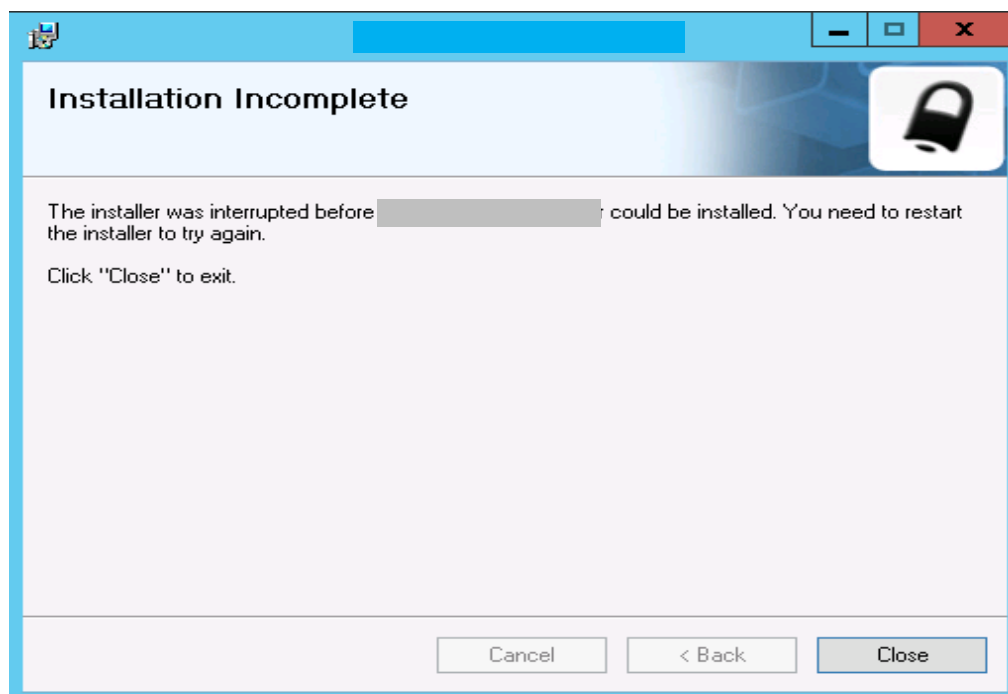
**Note:** To connect to remote database through windows authentication, the system must be member of that domain and that domain user has to be added in SQL database security logins



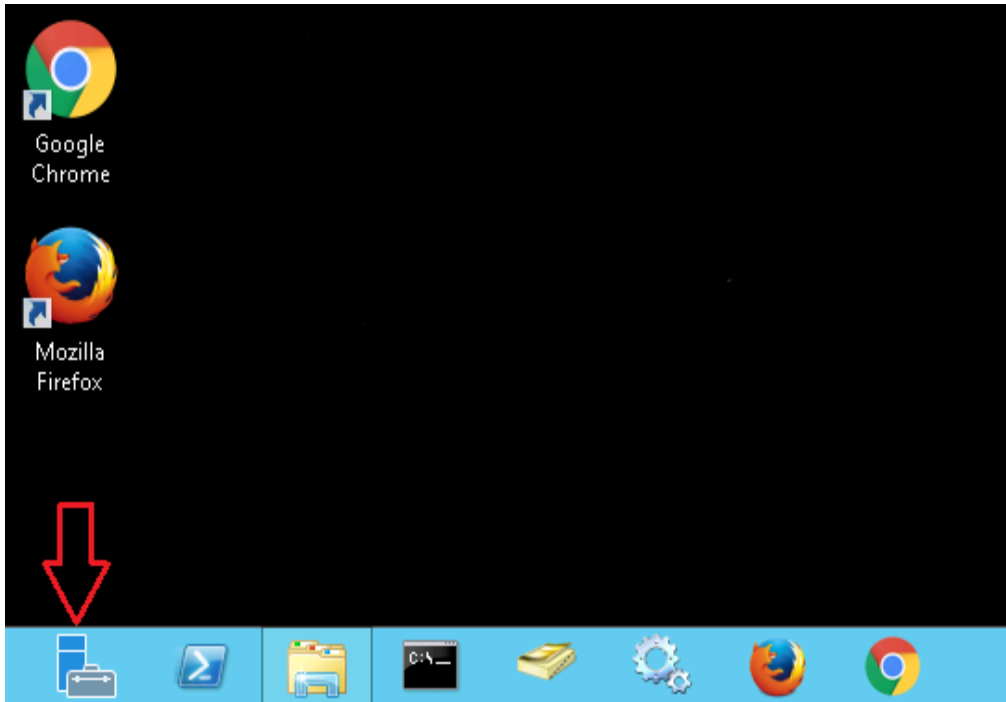
## Windows Server 2012

### 1. Error: "Installation Incomplete" displays during installation

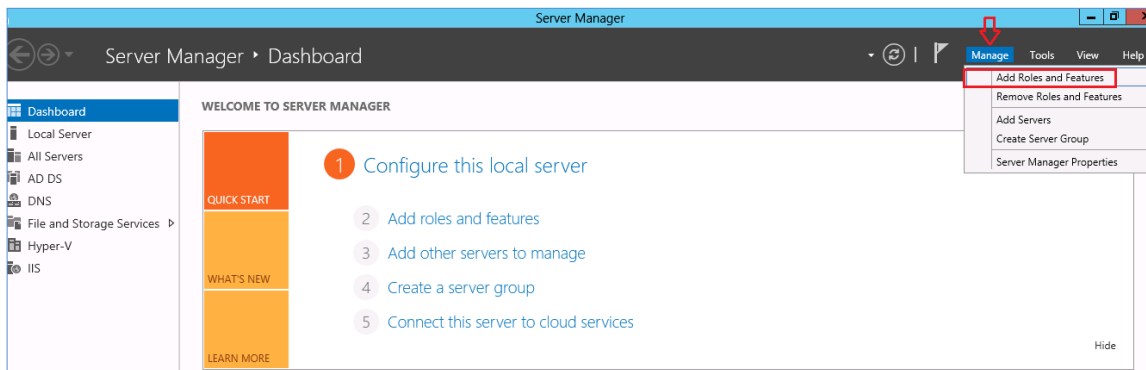
If you see the following screen during installation, you need to install the **Application Development** and **IIS6 Management Compatibility** roles.

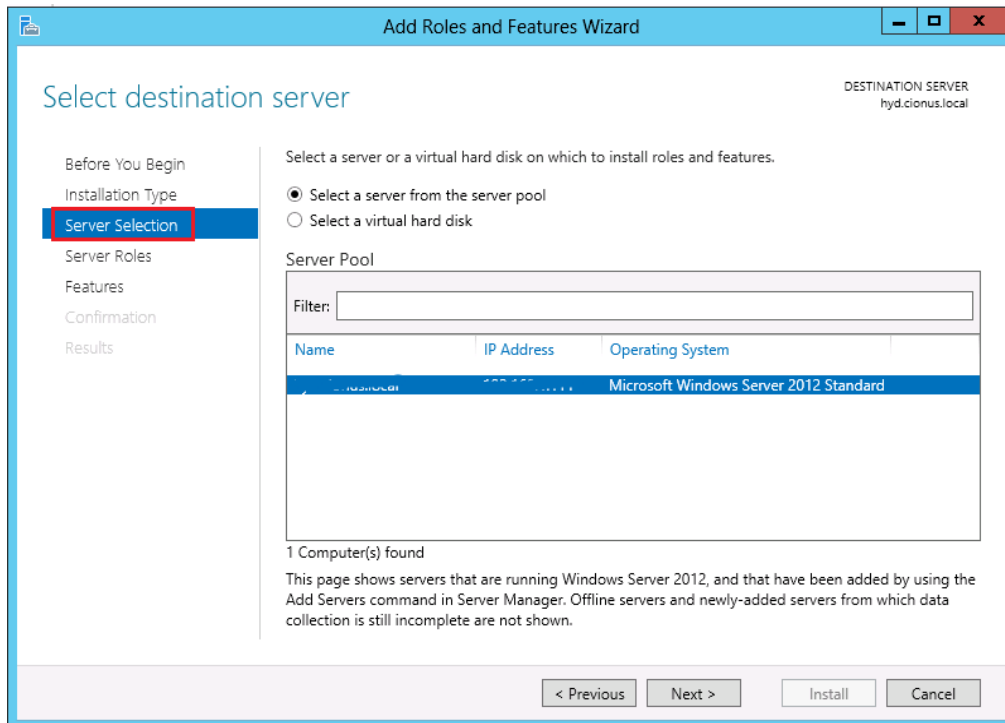


Make sure you have installed the following roles in Server Manager.

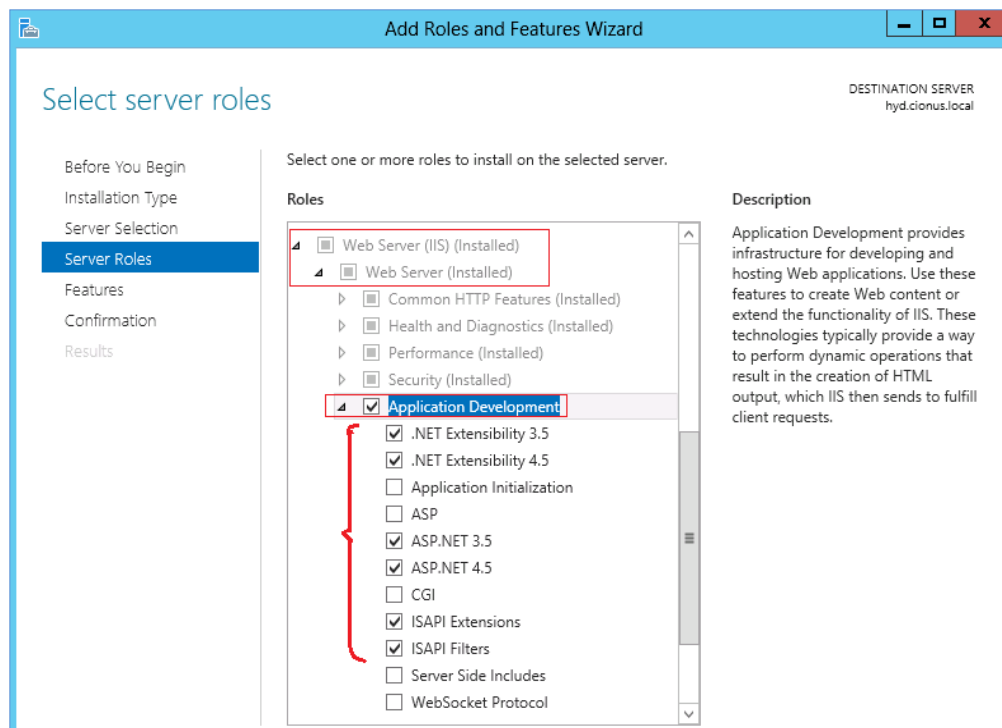


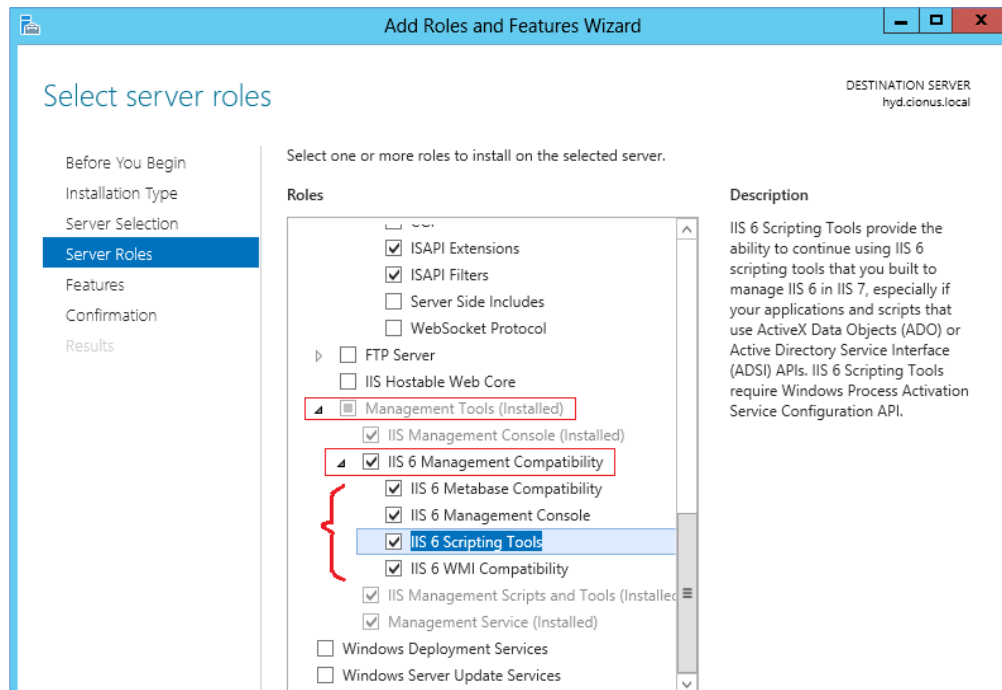
- Click "Server Manager" on task bar to open, if not available on task bar then click the **Start** button to open the start screen. In start screen you can see the Server Manager
- In Server Manager window, click **Manager** tab and select "**Add Roles and Features**"



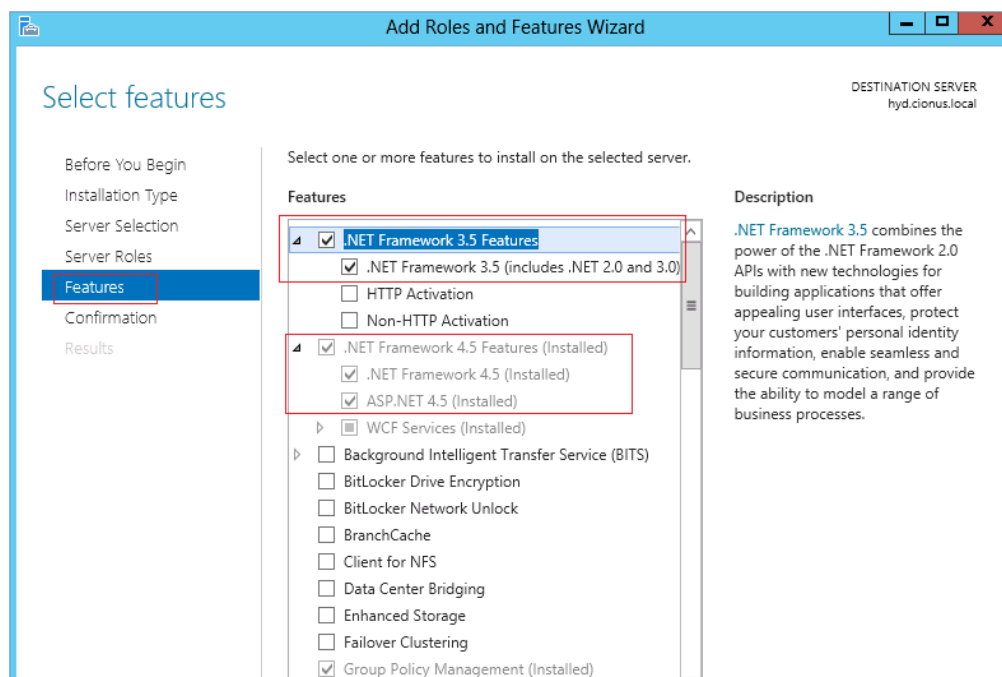


- Click **Server Selection**, click **Next**
- In Server Roles, install the “**Application Development**” and “**IIS6 Management Compatibility**” roles as shown below:





- Click **Next**
- In **Features**, make sure **.NET Framework 3.5 & 4.5** features are installed, if they were not installed configure them as shown below to install.

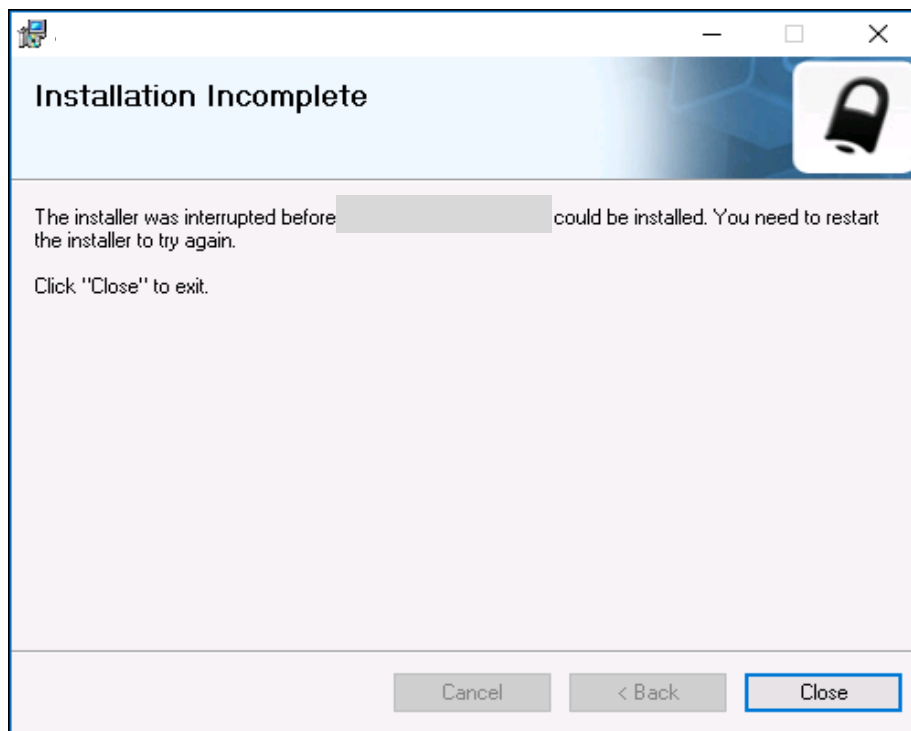


- Click **Install** button
- After installation completed, click **Close** button
- Restart the server to apply the changes
- Now try to install the application.

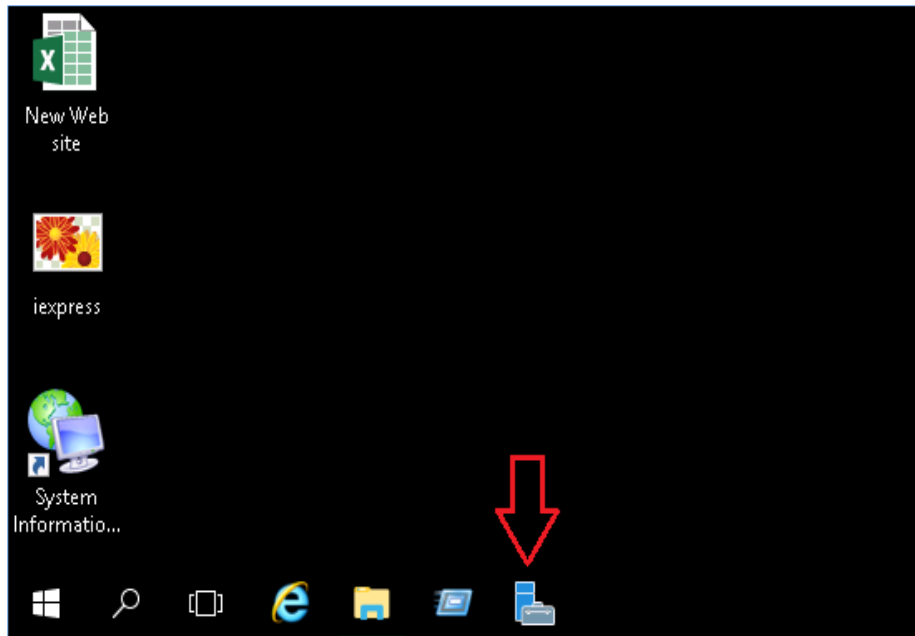
## Windows Server 2016

### 1. Error: "Installation Incomplete" displays during installation

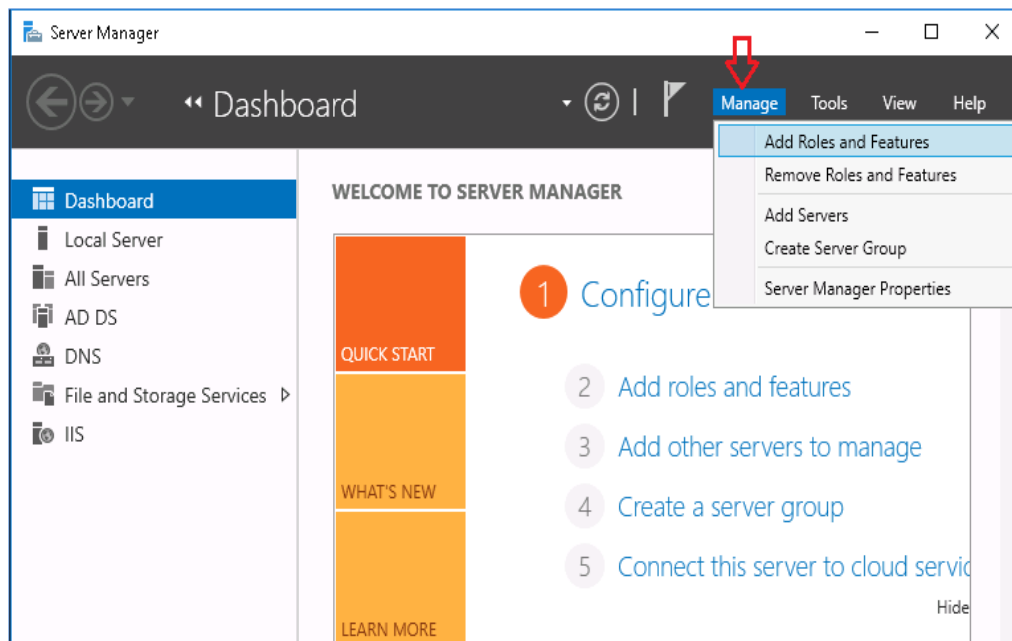
If you see the following screen during installation, you need to install the Application Development and IIS6 Management Compatibility roles

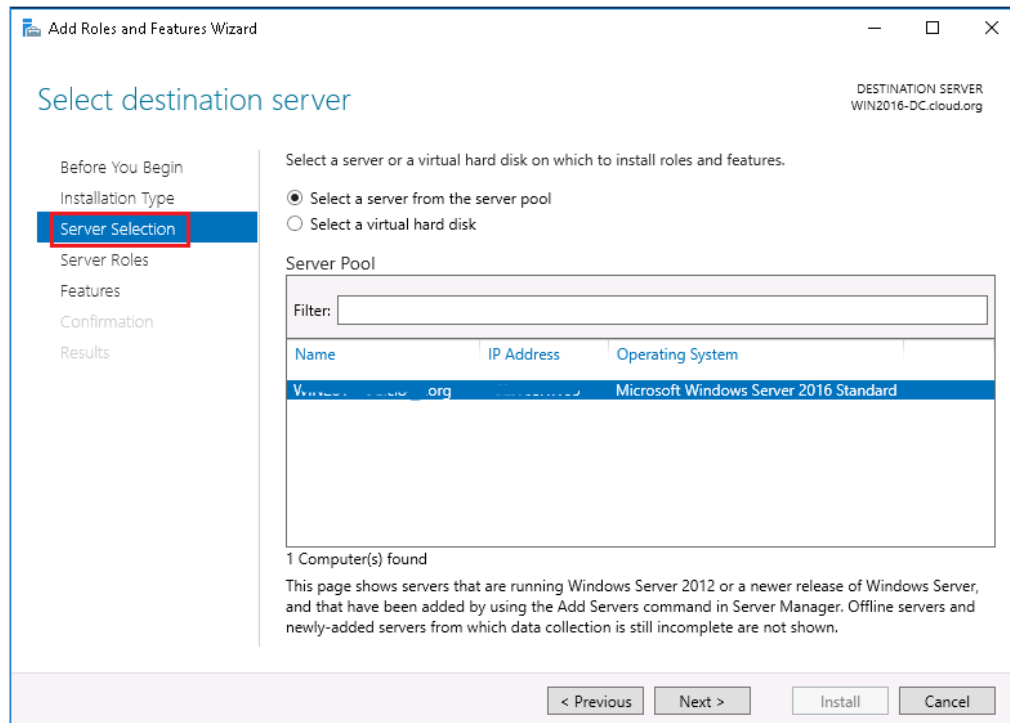


Make sure you have installed the following roles in Server Manager.

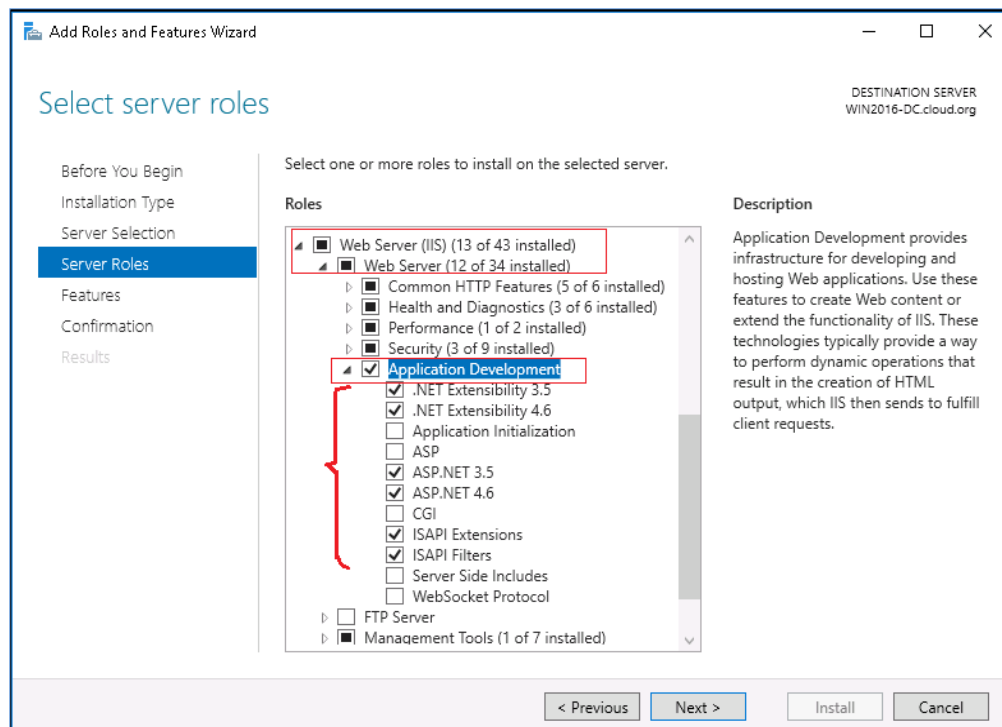


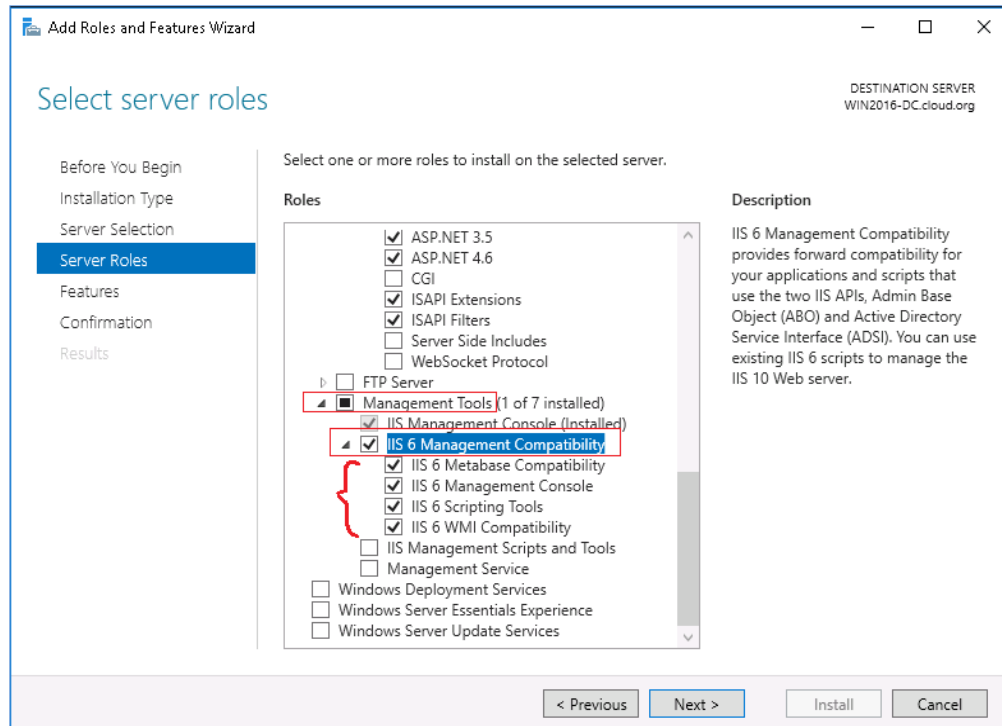
- Click "Server Manager" on task bar to open, if not available on task bar then click the **Start** button to open the start screen. In start screen you can see the Server Manager
- In Server Manager window, click **Manager** tab and select "**Add Roles and Features**"



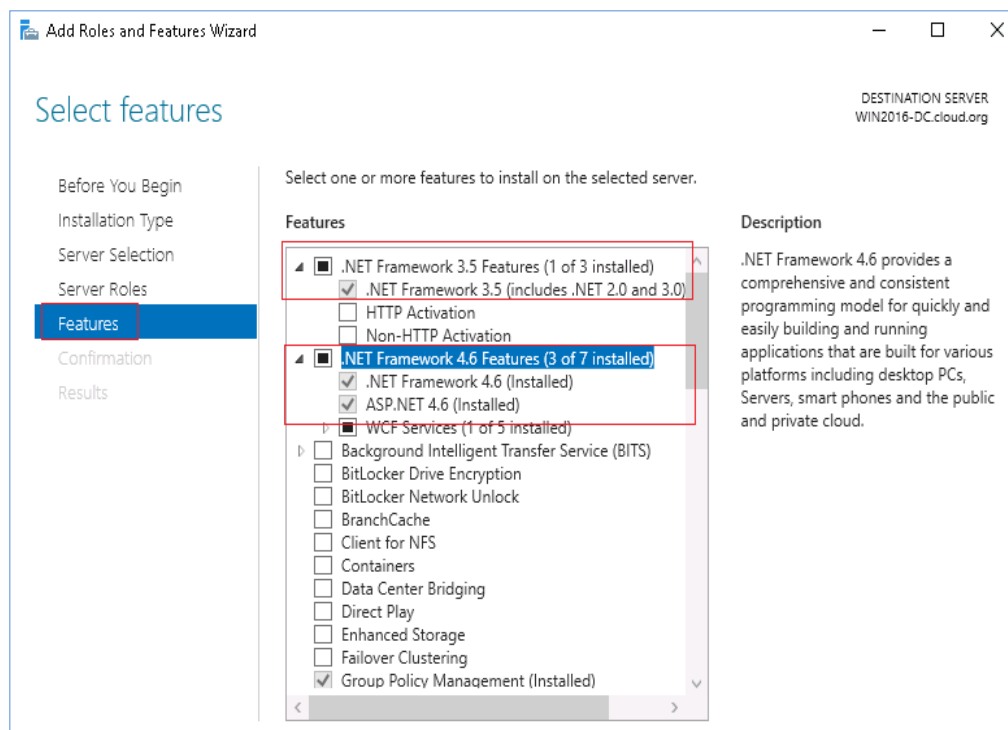


- Click **Server Selection**, click **Next**
- In Server Roles, install the “**Application Development**” and “**IIS6 Management Compatibility**” roles as shown below:





- Click **Next**
- In **Features**, make sure **.NET Framework 3.5 & 4.6** features are installed, if they were not installed configure them as shown below to install.



- Click **Install** button
- After installation completed, click **Close** button
- Restart the server to apply the changes
- Now try to install the application.

**Contact Notes:**

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If you'd like to view a complete list of our Active Directory Management solutions, please visit us online at [www.CionSystems.com](http://www.CionSystems.com)

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