

Getting Started Guide

Note

Before using this information and the product it supports, read the information in "Notices" on page 43.

This edition applies to version 1.1, release 1 of IBM® Lotus Foundations (product number 5724-V16) and to all subsequent releases and modifications until otherwise indicated in new editions.

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Introduction

Welcome to the *Lotus Foundations Branch Office Getting Started Guide*. This guide is designed to get the basic Lotus Foundations server set up and running quickly, and it covers only the basic installation, configuration, and setup topics. Lotus Foundations Branch Office is designed to be used as a complementary server working with an existing primary Domino Enterprise server for the purpose of IBM Lotus Notes replication and sending and receiving email messages between the home office and the branch office. It is assumed that you already have a configured Domino Enterprise server capable of interacting with secondary Domino servers and that you have full administrative access to the infrastructure that you are working with. A strong understanding of the Domino software and administration is essential for ensuring a successful installation of the software.

Note that Lotus Foundations Branch Office contains a Lotus Domino server that may be used like any other Lotus Domino server. The instructions given in this document reflect a common business scenario. Some procedures might need to be adjusted as required for your installation, policies, procedures, or best practices.

Before you begin

To successfully implement a Lotus Foundations Branch Office environment, make sure you have the:

- “Required skills”
- “Required materials”
- “Required server names” on page 4

Required skills

Ensure you have secured the necessary skills. This might mean establishing a deployment team of people with a variety of skills, including the following:

- Domino Administration skills, including:
 - A general understanding of Domino domain structures and naming conventions
 - Familiarity with the specific Domino Enterprise Server environment that the Lotus Foundations Branch Office will connect to
 - If there are customized Domino applications or templates, Domino developer skills might also be required
- Network administration skills, including:
 - A general understanding of each of the network topologies that the Domino Enterprise server and the Lotus Foundations Branch Office server reside in and the network connections between these environments
 - The ability to update and add DNS entries and IP addresses for resolving DNS connections between the Lotus Foundations Branch Office server and the Domino Enterprise server
 - *Optional:* Depending on your environment, you might require a virtual private network (VPN) connection. See the *Virtual private networks* chapter of the *Lotus Foundations Branch Office Administration Guide* for more information.
- Lotus Foundations skills, including a general understanding of the capabilities and functions in the Lotus Foundations environment. See “Lotus Foundations Branch Office references” for training and educational resources.

Lotus Foundations Branch Office references

For more detailed information on Lotus Foundations Branch Office, the following resources are recommended:

- Lotus Foundations Branch Office resources for Domino Administrators
- *Lotus Foundations Branch Office Administration Guide*
- Lotus Foundations wiki: Search on ‘learning’

Required materials

Ensure you have the following items:

Table 1. Required Materials Checklist

✓	Item
	An existing IBM Lotus Domino Enterprise server version 8.5, 8.0.2, or 8.0.1.
	IBM Domino Administrator version 8.x

Table 1. Required Materials Checklist (continued)

✓	Item
	<p>Lotus Foundations Branch Office software.</p> <p>Use either the files that you downloaded from IBM or the software only DVD media pack that you ordered. If you downloaded the software, follow these steps:</p> <ol style="list-style-type: none"> Unzip all of the downloaded files to a folder on a workstation. For example, unzip to C:\temp\lotusfoundations. The result is: <ul style="list-style-type: none"> One file named LotusFoundations_11_nnnn.iso file Several subfolders named <i>feature_name.pkg</i> <i>For third-party hardware only:</i> Locate the file named LotusFoundations_11_nnnn.iso and burn it to a CD. Label this disk IBM Lotus Foundations Core, Disk 1. You can use any standard CD burning software. You will use this CD to boot the server to begin the installation process.
	<p>Windows XP or Vista client with the following software installed:</p> <ul style="list-style-type: none"> Domino Administrator Remote Server Setup program (an installable option on the Domino Administrator installation)
	<p>Lotus Foundations Branch Office activation key.</p> <p>To fully activate the features that you have purchased, you need to enter a software activation key during the initial setup or within the first 30 days after installing. By default, Lotus Foundations Branch Office works in a 30-day trial mode. Until Lotus Foundations is activated, some features remain inactive. Your activation key is emailed to you. If you did not receive your activation key, call +1.866.384.8324, and select option 2.</p>
	Hardware that meets the system hardware requirements
	The required server names (see "Required server names" for details)
	Internet service for activation

Required server names

Before you start the setup with the Domino Enterprise server, make sure that you have established correct naming and addressing for the servers. For information on domain names as used in Lotus Foundations, see the *Domain name services* chapter of the *Lotus Foundations Branch Office Administration Guide*.

You need to know the Domino Enterprise server names listed in the following table before you continue. The Lotus Foundations Branch Office server names in the table get assigned in "Step 5: Install Lotus Foundations Branch Office" on page 21 and "Step 7: Register Lotus Foundations Branch Office with the Domino Enterprise server" on page 25. You might want to print out this table and use it as you perform the steps.

Table 2. Server names

Server name	Example server name	Your server name
Internet name of the Domino Enterprise server ¹	domino.mycompany.com	
Domino name of the Domino Enterprise server	MyDomino/MyCompany	
Internet name of the Lotus Foundations Branch Office server ¹ (this is assigned in "Step 5: Install Lotus Foundations Branch Office" on page 21)	keyphrase3.mycompanydev5.com	

Table 2. Server names (continued)

Server name	Example server name	Your server name
Domino name of the Lotus Foundations Branch Office server (this is assigned in “Step 7: Register Lotus Foundations Branch Office with the Domino Enterprise server” on page 25)	Sales1	

¹ Each of the Internet names can take two forms. If you are going across the Internet and relying on public DNS, then use fully-qualified host names. If you are doing these steps within a VPN or if you have set up DNS entries for the hostnames, the names do not need to be fully-qualified host names. However, none of the names should be IP addresses. To find the fully-qualified host name of the Lotus Foundations Branch Office server, after you have completed “Step 5: Install Lotus Foundations Branch Office” on page 21, log in to the WebConfig console (https://server_ip_address:8043). Click **Local network** in the left-side menu. The **Host Name** and **Domain Name** fields combined are its fully-qualified host name.

Local Network Setup

Basic Setup
DHCP Server Options
Advanced Setup

Host Name:	keyphrase3
Domain Name:	mycompanydev5.com

Figure 1. Local Network setup

Installation summary

Installation should take approximately 60-90 minutes. There are several tasks that are broken down into a set of steps.

Table 3. Task Summary

Step	Task
1 and 2	After you have met the System hardware configurations, Install and configure the Lotus Foundations Core
3	Create an administrator account
4	Configure disks
5	Install Lotus Foundations Branch Office
6	Establish connectivity between the Lotus Foundations Branch Office Server and the Enterprise Domino server
7	Register Lotus Foundations Branch Office with the Domino Enterprise server
8	Configure the Lotus Foundations Branch Office domain with the Domino Enterprise server
9	Set up Replication for Lotus Foundations Branch Office with the Domino Enterprise server
10	<i>Optional:</i> Install language packs for Lotus Domino
11	Set up and register Lotus Foundations Branch Office users
12	<i>Optional:</i> "Optional: Customization" on page 39 and "Optional: Install additional features" on page 41

Steps 1 and 2: System hardware configurations

Lotus Foundations runs on one of two supported hardware configurations:

- Configuration 1: Lotus Foundations Appliance
- Configuration 2: Third-party hardware

Step 1: First-time Lotus Foundations setup on a Lotus Foundations Appliance

To do an initial set up of a Lotus Foundations Appliance, you simply need to plug it in and connect to the local network and the Internet.

Meet your Lotus Foundations Appliance

The Lotus Foundations Appliance consists of the following components:

1. Lotus Foundations Appliance
2. Lotus Foundations platform (operating system) preloaded.
3. Lotus Foundations Start software DVD (30 day trial license included, requires a separately purchased software license and activation key to operate beyond the 30 day trial).
4. *Lotus Foundations Getting Started Guide* (1)
5. Removable tray keys (2)
6. Side door keys (2)
7. Power supply cord (1)

Front View



Figure 2. Front View of the Lotus Foundations Appliance

To view the server power button, LCD display, and idb disk, gently press the side of the door in (to the right), which unlatches and allows you to open the door. To remove the lower bezel containing the smart swap hard drive(s), push the button located on the lower bezel and carefully remove the bezel from the server cage.



Figure 3. View of the LCD panel on the Lotus Foundations Appliance

Once the door is open and the front bezel has been removed, the server appears as follows:

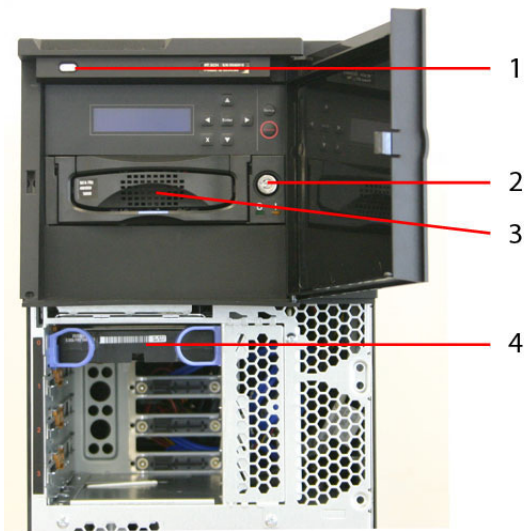


Figure 4. Appliance with the door open

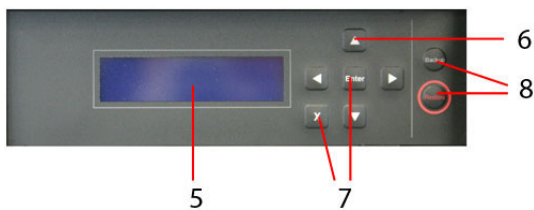


Figure 5. LCD display

1. **Power button** - turns the server on and off
2. **Removable idb disk key lock** - locks the face plate preventing physical access
3. **Removable idb disk** - removable idb tray that is configured as the IDB disk
4. **Removable main disks** - houses the hard drives in a simple swap carrier configured as the main disk array
5. **LCD display** - displays the status of the Lotus Foundations Appliance
6. **Direction arrows** - used to execute commands from the control panel
7. **Enter and Cancel buttons** - used to execute commands from the control panel
8. **Backup and Restore buttons** - used to initiate backup and restore procedures

Back View

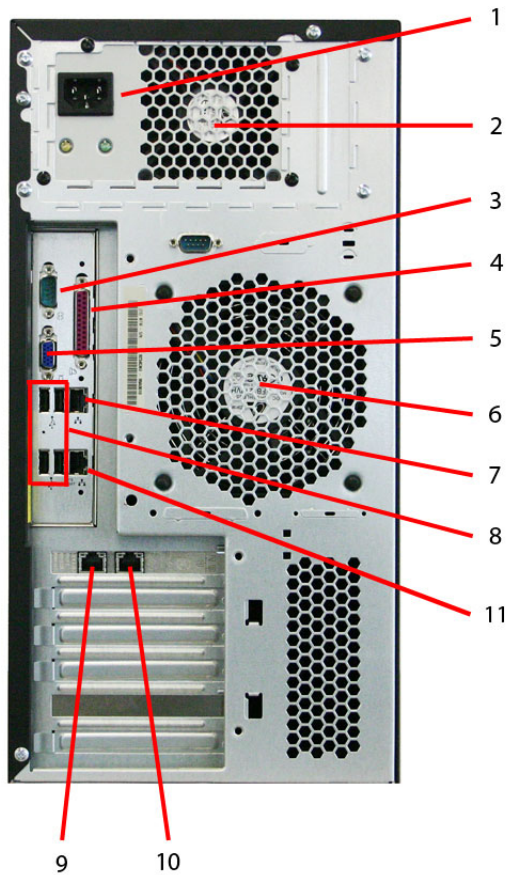


Figure 6. Back view of the Lotus Foundations Appliance

1. **Power socket** - where the power cord is connected
2. **Power supply fan** - provides cooling for internal components
3. **Serial port** - for an external dial-up modem
4. **Parallel printer port** - used for a shared printer
5. **VGA port** - used to connect a monitor to the server
6. **Primary cooling fan** - provides additional cooling for internal components
7. **Ethernet Port 2** - used to connect to a LAN segment or to the Internet
8. **USB ports** - reserved for future use
9. **Ethernet Port 1** - used to connect to a LAN segment or to the Internet
10. **Ethernet Port 0** - used to connect to the local area network (LAN)
11. Reserved for future use.

Connect the power

1. Ensure that the Lotus Foundations Appliance has adequate ventilation. Place the back of the unit at least 1 foot (12 inches) away from the wall. Make sure the front of the unit is easily accessible.
2. Connect one end of the power cord into the power socket on the back of the Lotus Foundations Appliance.
3. Connect the other end of the cord into a standard power outlet.

Connect to the local network - Ethernet port 0

1. Connect one end of an Ethernet cable into Ethernet port 0 located on the back of the Lotus Foundations Appliance.



Figure 7. View of Ethernet port 0

2. Connect the other end of the cable into the local area network (LAN) network switch. Ethernet port 0 should not be connected to a router providing Internet access. Ethernet port 0 is typically reserved for internal (local network) access.

Connect to the Internet - Ethernet ports 1 and 2

Ethernet ports 1 and 2 are used to connect to the Internet or to other segments of your local area network (LAN). Use an Ethernet cable to connect to the high-speed Internet routing device. This can be a direct Internet connection, a cable or DSL modem, or a router.



Figure 8. View of Ethernet ports 1 and 2

For information on more advanced configurations or using an external dial up modem, see the *Lotus Foundations Branch Office Administration Guide*.

Power-up sequence

1. Press the power button located on the front of the Lotus Foundations Appliance.

2. The Lotus Foundations Appliance needs a few moments to start up. During the startup, observe the following sequence of events:
 - The hard drive and fans start.
 - The Lotus Foundations Appliance beeps several times.
 - The LCD panel becomes active as the software loads.
3. Let your Lotus Foundations Appliance sit undisturbed while it discovers its surroundings and auto-configures its network parameters. Messages indicating what kind of network discovery is being performed appear on the display panel. After a short time, the Internet protocol (IP) address that the Lotus Foundations Appliance has chosen for itself is displayed. The number is based on the local area network (LAN) to which it is connected and looks similar to this: 192.168.0.1
4. When the startup sequence is over, the display panel shows the status of various Lotus Foundations Appliance systems. The first line on the display panel shows the Lotus Foundations Appliance's IP address; the second line cycles messages displaying the current date, time, and operating system version. You are ready to proceed with the setup when an IP address is displayed on the display panel. In the event that the Lotus Foundations Appliance is unable to detect an appropriate IP address for your LAN, you have to manually set the IP address for the server. Refer to "Manually set the IP address - Ethernet port 0" for more information.

Manually set the IP address - Ethernet port 0

Follow these instructions if:

- The Lotus Foundations Appliance is unable to automatically select an IP address.
- You want to manually change the chosen IP address.
 1. Press the Enter button on the front control panel. The following menu is displayed:


```
MENU [Net] Info
Dialer System
```
 2. [Net] is already selected. Press the Enter button. The following menu is displayed:


```
NETWORK [IP addr]
Netmask DHCP
```
 3. [IP addr] is already selected. Press the Enter button. The current IP address (e.g. 192.168.0.1) is displayed. If the Lotus Foundations was unable to select an IP address, 0.0.0.0 will be displayed.
 4. To change the value of the IP address:
 - a. Use the Left and Right direction arrows to move the cursor from digit to digit.
 - b. Use the Up and Down direction arrows to increase or decrease a digit's value.
 - c. Press the Enter button to save the new IP address.
 5. Using the direction arrows, navigate to **Netmask**. Press Enter. The default Netmask (255.255.255.0) is displayed.
 6. To change the value of the Netmask:
 - a. Use the Left and Right arrows to move the cursor from digit to digit.
 - b. Use the Up and Down arrows to increase or decrease the value of a digit.
 - c. Press the Enter button to save the new Netmask.

Note: In most circumstances, you do not need to change the default Netmask number.

 7. Return to the standard front panel display by pressing the **Cancel** button twice.

Continue to "Step 3: Create an administrator account" on page 17.

Step 2: First-time Lotus Foundations setup on third-party hardware

Lotus Foundations has built-in diagnostics to help you determine hardware compatibility. The following are third-party hardware requirements:

- x86 based system
- At least one hard disk. At least two hard drives are needed to back up your data.
- At least one Network Interface Card (NIC). Two network cards are needed if this is your network gateway.
- DVD drive
- VGA based video card
- 2 GB RAM
- Monitor
- Keyboard

Your third-party hardware must be free of any other applications, files, or operating environment. It is recommended that a new disk be used. It is strongly recommended that you also have your hardware-specific reference documentation. Lotus Foundations Start first installs the base operating system and overwrites any data on the disk drive. The setup process also configures the disk drives.

Before you begin installing on the third-party hardware you need to change the system BIOS to ensure you are able to boot from DVD. Do this through the boot settings in system BIOS. Change the boot priority order to the following:

- First boot device: CD (or DVD)
- Second boot device: hard disk drive

Lotus Foundations installs onto the hard disks after they have been configured.

Install Lotus Foundations Core

Note: The Lotus Foundations Core installation is for third-party hardware only. If you are using a Lotus Foundations Appliance, proceed to “Step 3: Create an administrator account” on page 17.

Setting up the server

Follow these steps to set up the Lotus Foundations server on third-party hardware:

1. Connect the power cord to the main power.
2. Establish an Internet connection using one of the following methods:
 - a. If you have only one Ethernet port, then connect the port to the Internet device, such as a router, a cable modem, or a DSL modem.
 - b. If you have two Ethernet ports, connect the Ethernet port, eth0, on the server to the local area network, either to a LAN switch or a router.
 - c. If the Lotus Foundations server is connecting directly to the Internet, connect to the Internet device, such as a router, a cable modem, or a DSL modem through the Ethernet port, eth1.
3. Connect a monitor and keyboard to the appropriate connectors on the server.
4. Press the power button and turn the server on.
5. Ensure the system is configured to boot from a CD/DVD.
6. Insert the CD/DVD labeled **IBM Lotus Foundations Core, Disk 1** into the server’s CD/DVD.
7. Reboot the server so it boots from the CD/DVD.

Basic Lotus Foundations installation and configuration

To perform a basic configuration of Lotus Foundations, follow these steps:

1. As the server boots from CD/DVD, select option 1, **Launch Lotus Foundations** by typing 1 and pressing **Enter**. If you do not select an option, Lotus Foundations automatically loads after 10 seconds. This step may take several minutes, and the screen might go blank during this time.
2. When Lotus Foundations has finished loading, the following prompt is displayed at the bottom of the **Use WebConfig Instead** box:
Press ENTER to begin...
Press Enter. A Configuration screen is displayed.

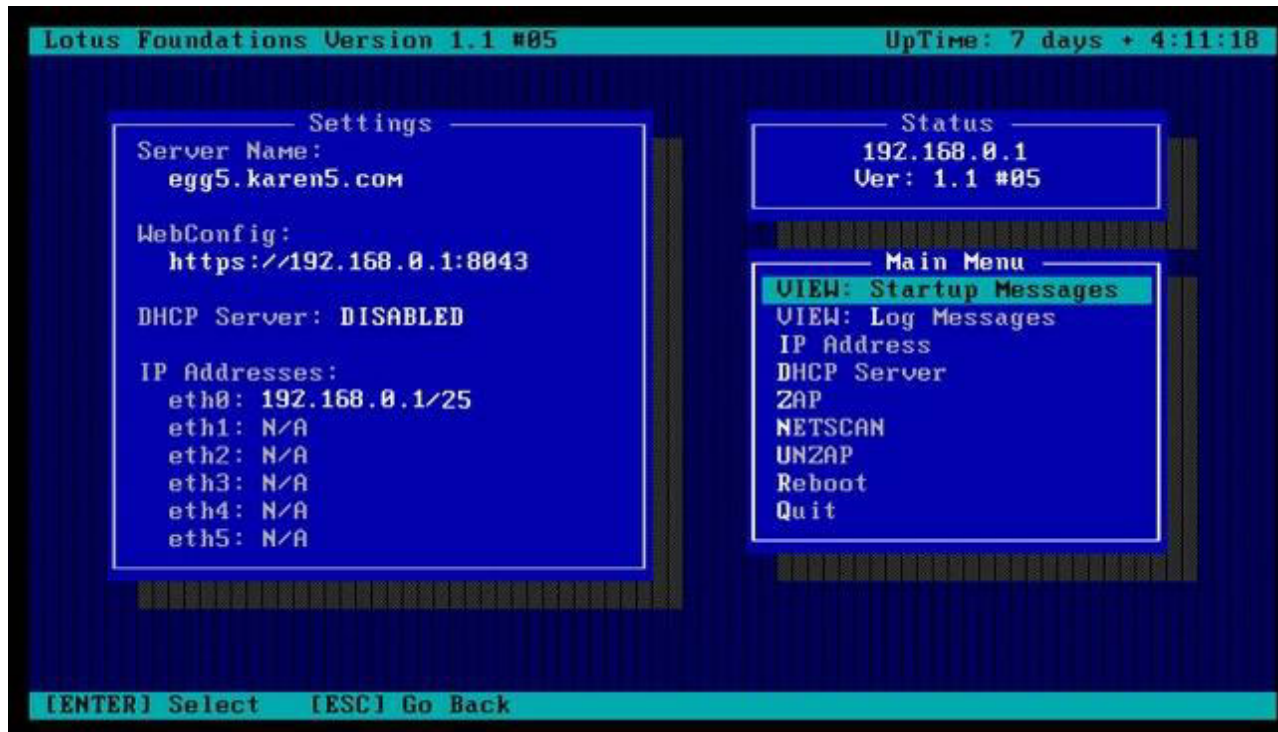


Figure 9. Lotus Foundations server console

3. *Optional:* If your Lotus Foundations server is unable to automatically select an IP address (the console's Status box continues to read Choosing Address) or if you want to change the chosen IP address, you can set the IP address from the console menu:
 - a. Select **IP Address** from the **Main Menu** box on the Configuration screen.
 - b. You are prompted to enter a new IP address. Enter the new IP address and press Enter.
 - c. Confirm the new IP address by pressing Y.



Figure 10. Setting the IP address from the Lotus Foundations server console

4. The server is assigned a random server name to start with. You can change this before you install Lotus Foundations Start. Take note of the WebConfig URL shown in the **Status** box. This is the local network's IP address (eth 0) of the server. WebConfig is a console used to manage the Branch Office server. You need this IP address to log in to WebConfig and finish the configuration of the server.

Continue to “Step 3: Create an administrator account” on page 17.

Step 3: Create an administrator account

Lotus Foundations is managed through a web-based interface called WebConfig. You can access WebConfig on the server at `https://server_ip_address:8043/`. To create an administrator account, perform the following steps from a Web browser on a workstation that is connected to the same network as the server:

1. Read the IP address on the server console of the Lotus Foundations server. For demonstration purposes, the IP address 192.168.0.1 is used.
2. Open a Web browser on a workstation, and enter the following URL `https://server-ip-address:8043/`. For example: `https://192.168.0.1:8043`
3. Select a default language. Read and accept the licenses on the next two screens. The Create Administrator Account page is displayed.



Figure 11. Creating an administrator account

4. To create an administrator account, leave the user ID as **root**. Enter a valid password, and reenter the password. Write this password down in case you forget it. Caution: the administrator user ID must be **root**. You can create additional administrator accounts later.
5. Enter an Internet domain name. Any Internet domain name can be entered at this point. The organization's real Internet domain name is required before you install Lotus Foundations Branch Office.

6. Enter the software activation key in the **Activation Key** field. For more information on this, consult the *Lotus Foundations Branch Office Administration Guide*.
7. Click **Save Changes**. The Administrator Account Created page displays.
8. Click **Login**. Use the **root** user ID and password you just created to login to WebConfig. WebConfig continues the setup and server configuration.

Entering or changing an activation key at a later date

There are two reasons why you might need to do this procedure:

1. You did not have the activation key when you did the initial installation.
2. You want to change an existing activation key that is already installed.

In either case, follow these steps:

1. Open a Web browser on the workstation to `https://server_ip_address:8043/`.
2. Enter the **root** administrator user ID and password.
3. Click **Software Update** in the left-side menu of WebConfig.

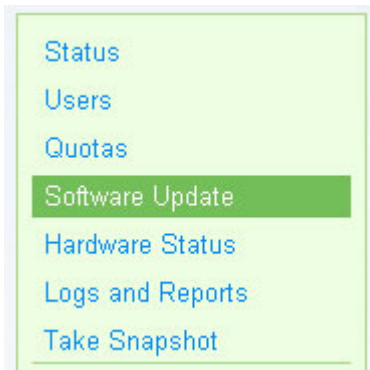


Figure 12. Software Update menu selection of WebConfig

4. Edit the **Foundations Registration** section and enter the activation key. Save your changes.

Step 4: Configure disks

Follow these steps to configure the disks on a Lotus Foundations server:

1. From the main WebConfig Page, select the **Status** link on the left side. The **Disk Status** section in the **Services Status** table displays that the disks have not been configured. You have two options for disk configuration:
 - RAID (no backup) - configures all disks into a RAID array
 - RAID plus idb (backup) - configures all except the last disk into a RAID array and configures the last disk as the backup disk.

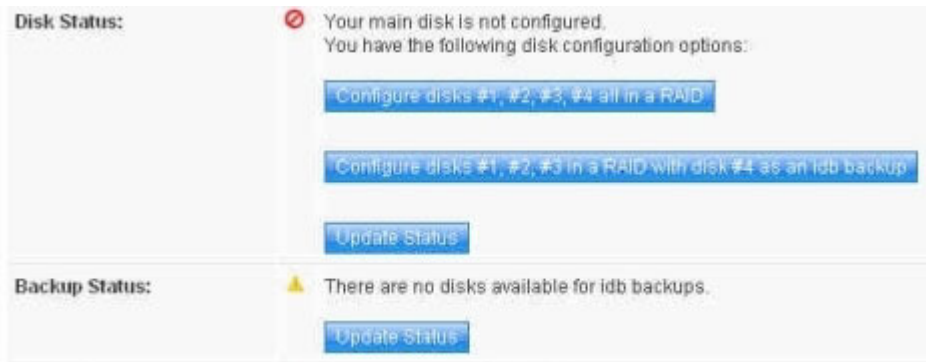


Figure 13. Disk status options displayed in the WebConfig console

2. Click the appropriate link to configure the disks.
 - For example, if you have two disks, the **Disk Status** section displays "The main disk is not configured. You can configure disks #1, #2 all in a RAID or disk #1 as a standalone disk and #2 as an idb backup disk." If you have three disks, the **Disk Status** section displays "The main disk is not configured. You can configure disks #1, #2, #3 all in a RAID or disk #1, #2 in a RAID and disk #3 as an idb backup disk." A Lotus Foundations server could have up to 6 drives, and a third-party server could potentially have more.
 - For a RAID configuration, click **All in a RAID**. If you want to enable idb backup, click **Disk #2 as an idb backup disk**.
 - If you select a RAID configuration, then the RAID array begins to rebuild. This process does not noticeably affect the performance of Lotus Foundations.



Figure 14. Disk configuration in progress

For more information on disk configuration, refer to the *Lotus Foundations Branch Office Administration Guide*.

Reboot

Status updates for disk configuration are displayed in the **Disk Status** section of the Status page of WebConfig. A message is displayed here when the disks configuration is complete. When the disks have been configured, follow these steps:

1. Shut down the server.
2. *For third party hardware only:* Remove the CD/DVD.
3. Power the server on.

The server should now boot directly from the configured disks.

Step 5: Install Lotus Foundations Branch Office

With the Lotus Foundations server running and configured, follow these steps:

1. If you have a DVD, insert the DVD labeled **Lotus Foundations Branch Office Disk 2** into the server. If you downloaded the software to a workstation, follow these steps:
 - a. Connect to the **autoinstall** file share on the Lotus Foundations server. To do this, from a workstation, click **Start** → **Run** and then enter '\\\' followed by the server's IP address, followed by \autoinstall. For example: \\192.168.0.1\autoinstall
 - b. Enter the administrative account and password for the Lotus Foundations server (for example, root).
 - c. Locate the folder where you unzipped the Lotus Foundations Branch Office package. The naming convention is lfbranch-domino850-*nnnn*.pkg. (for example, lfbranch-domino850-2760.pkg)
 - d. Copy the Domino lfbranch-domino850-*nnnn*.pkg into the **autoinstall** folder. Wait for the files to be copied to the server's **autoinstall** folder before you proceed.
2. Click **Software Update** in the left-side menu of WebConfig (https://server_ip_address:8043). In the "Add-on packages available for install" section, a list of installable packages is displayed. If there is no list of available packages, wait several seconds and refresh the screen again. The Lotus Foundations Branch Office package should be listed and displayed as: "Lotus Foundations Branch Office 1.1 (Team autoinstall/lfbranch-domino850-*nnnn*.pkg)" or "Lotus Foundations Branch Office 1.1 (DVD)."
3. Click **Install** next to the Lotus Foundations Branch Office add-on; read and accept the license agreements. The installation begins immediately, but the entire installation process may take up to 30 minutes. The status of the installation is displayed in the **Autoinstall** section of the Status page of WebConfig.
4. Click **Status** from the menu on the left and scroll to the Add-ons section. A caution icon is displayed to the left of the product after installation that verifies Lotus Foundations Branch Office is running and ready for server setup.

Add-ons:	 Lotus Foundations Branch Office 1.0 Running <ul style="list-style-type: none">• Domino is ready for Server Setup.
-----------------	--

Figure 15. Add-on Status

Step 6: Establish connectivity between the Lotus Foundations Branch Office Server and the Domino Enterprise server

Optional: Establish a secure network

In many cases you might want to setup a secure network connection between your branch office and your head office. Part of that secure connection can be the VPN features of Lotus Foundations. Or you can use any other network hardware or software for this site-to-site secure connection. For more information on using the VPN included with Lotus Foundations, refer to the *Virtual Private Networks* chapter of the *Lotus Foundations Branch Office Administration Guide*.

Establish connections

To establish connections between the servers, follow these steps:

1. From a workstation, telnet to the Domino Enterprise server. Use a command line to 'ping' the Lotus Foundations Branch Office server. For example, ping keyphrase3.mycompanydev5.com
If you cannot 'ping' the Lotus Foundations Branch Office server, contact your local network administrator.
2. From a workstation, telnet to the Lotus Foundations Branch Office server. Use a command line to 'ping' the Domino Enterprise server. For example, ping domino.mycompany.com
If you cannot 'ping' the Domino Enterprise server, add a DNS entry for the Enterprise Domino server in the WebConfig console by following these steps:
 - a. Log into the Lotus Foundations Branch Office server at the WebConfig URL for the server (`https://server_ip_address:8043`). Use the **root** ID and password.
 - b. Click **DNS** from the left-side menu.
 - c. Click the **Private Entries** tab and click **Add Private Entry**.
 - d. In the **Name** field, add the fully-qualified domain name of the Domino Enterprise server. Click the **Address (A)** radio button (if not already selected by default).
 - e. Enter the corresponding IP address into the **Value** field.
 - f. Click **Save Changes**.

Add DNS Entry	
Name:	<input type="text" value="domino.mycompany.com"/>
Entry Type:	<input type="radio"/> Copy From Nameserver (NS) <input type="radio"/> Mail Exchanger (MX) <input checked="" type="radio"/> Address (A) <input type="radio"/> Dynamic Redirect (DR)
Value:	<input type="text" value="9.3.187.78"/>

Figure 16. Adding a DNS entry

After the DNS entry has been added, test the connection using the 'ping' command again.

When connections have been established, continue to "Step 7: Register Lotus Foundations Branch Office with the Domino Enterprise server" on page 25.

Step 7: Register Lotus Foundations Branch Office with the Domino Enterprise server

The Lotus Foundations Branch Office server must be registered with the Domino Enterprise server and a server ID must be created for the Lotus Foundations Branch Office server. Registration is done from the Domino Administrator client. Refer to the Lotus Domino and Notes Information Center for help on using Domino Administrator.

To register and create a server ID for the Lotus Foundations Branch Office server, follow these steps:

1. Open the IBM Domino Administrator that is connected to the Domino Enterprise server.
2. Click the **Configuration** tab.
3. Expand the **Server** section and select **Current Server Document**.
4. On the right-side, expand **Tools** → **Registration** and select **Server**.
5. From the "Choose a Certifier" window, select **Supply certifier ID and password**, and click **Certifier ID**.
6. From the "Choose Certifier ID" window, locate the Organization certifier ID file (usually called cert.id) located on the Domino Enterprise server (if not already selected by default). This is usually found in the data directory of the Domino Enterprise server. Highlight the file and click **Open**. Click **OK**.

For advanced users: Organizational Unit certifier ID's may also be used here in the case where the Lotus Foundations Branch Office server is to serve as a member of a hierarchical Domino installation. Refer to http://publib.boulder.ibm.com/infocenter/domhelp/v8r0/index.jsp?topic=/com.ibm.help.domino.admin85.doc/DOC/H_HIERARCHICAL_NAME_TREES_OVER.html for more information on Organizational Units.

Note: You might get a "Certifier Recovery Information Warning". You can ignore the warning message, although you might want to take the recommended actions. The actions are unrelated to server registration. Check the **Do not show this warning for the certifier ID in the future** box and click **OK**.

7. A "Register Servers" window displays. Click **Continue**.
8. In the "Register New Server(s)" window, enter the following information:
 - a. In the **Server name** field, enter the name for the *Lotus Foundations Branch Office* Domino server.
Note: You might want to choose a name for the server according to its location or function, such as Sales1 or Boston, since the name forms part of your user's email addresses and it is a permanent choice.
 - b. In the **Domino Domain name** field, enter the *Domino Enterprise* domain name (if not already entered by default).
 - c. In the **Server administrator name** field, click the user button and select the administrator account for the Domino Enterprise server (this might also be selected by default).
 - d. Do NOT enter a password in the **ID file password** field.

Note: It is important that you do NOT enter a password in the **ID File password** field. If the ID file contains a password, the Branch Office Domino server attempts to prompt for it when it starts up. As there is no way for a person to provide a password at that point, the installation is non-functional.

- e. In the "Location for storing server ID" section, uncheck the **In Domino directory** box. Check the **In file** box and click **Set ID File**. Specify a location for the new server ID. For ease of use, consider naming the server's ID file something you can easily recognize in later steps when needed, such as the server's name or location. Click **Save**.

9. Click the green check mark button and the Lotus Foundations Branch Office server displays in the box at the bottom of the dialog box.
10. Repeat the registration process for as many Lotus Foundations Branch Office servers as you need to register at this time.
11. When you are finished adding Lotus Foundations Branch Office servers to the list of servers to register with the Domino Enterprise server, either select individual servers to register and click **Register**, or click **Register All** to register all the servers in the list.
12. Click **Done**.

The Lotus Foundations Branch Office server is now registered with the Domino Enterprise server and a server ID for the Lotus Foundations Branch Office server has been created and stored on your local hard drive in the location you specified in Step 8e.

Step 8: Set up the Lotus Foundations Branch Office server as a member of the Enterprise Domino domain

Next you need to configure the Lotus Foundations Branch Office server to be a member of the Domino Enterprise domain. Follow these steps from the workstation with Domino Administrator installed:

1. Locate the ID file that was created for the Lotus Foundations Branch server in “Step 7: Register Lotus Foundations Branch Office with the Domino Enterprise server” on page 25 and copy it to the following location on the Lotus Foundations Branch Office server: `\\server_ip_address\notes\notesdata`. It is used in the steps below.

To copy the ID file to the Lotus Foundations Branch Office server, follow these steps:

- a. Connect to the **notesdata** file share on the Lotus Foundations Branch Office server. To do this, click **Start** → **Run** and then enter '\\\' followed by the server’s IP address, followed by `\notes\notesdata`. For example: `\\192.168.0.1\notes\notesdata`
 - b. Enter the administrative ID (root) and password.
 - c. Locate the folder where the Lotus Foundations Branch Office server ID file is located on the Domino Administrator client and select the file and then select **copy**.
 - d. Paste the file in the Lotus Foundations Branch Office notesdata folder.
2. Open the Domino Remote Server Setup program by selecting **Start** → **All Programs** → **Lotus Applications** → **Remote Server Setup**.
 3. In the **Remote Host Address** field, enter the server IP address or the host name of the Lotus Foundations Branch Office server (for example, `keyphrase3.mycompanydev5.com`) and click **OK**. Use the **Ping** button to test connectivity to the server before proceeding.
 4. At the Welcome screen, click **Next**.
 5. In the following window, click **Setup additional server** and click **Next**.

Note: You must select **Setup additional server** in this step as Lotus Foundations Branch Office is only designed to be used as an additional server connected to a Domino Enterprise environment.

6. In the next window of the setup, select the radio button labeled **The server ID file is stored on a floppy disk, CD or network drive** and click **Browse**.
7. From the “Select server ID” file window, locate the .id file located in the Lotus Foundations Branch Office **notesdata** folder (see step 1 of this section). Highlight the file and click **Select**. Click **Next**.
8. In the following window, the Domino server name of the Lotus Foundations Branch Office server and the domain name of the Domino Enterprise server is displayed. Click **Next**.

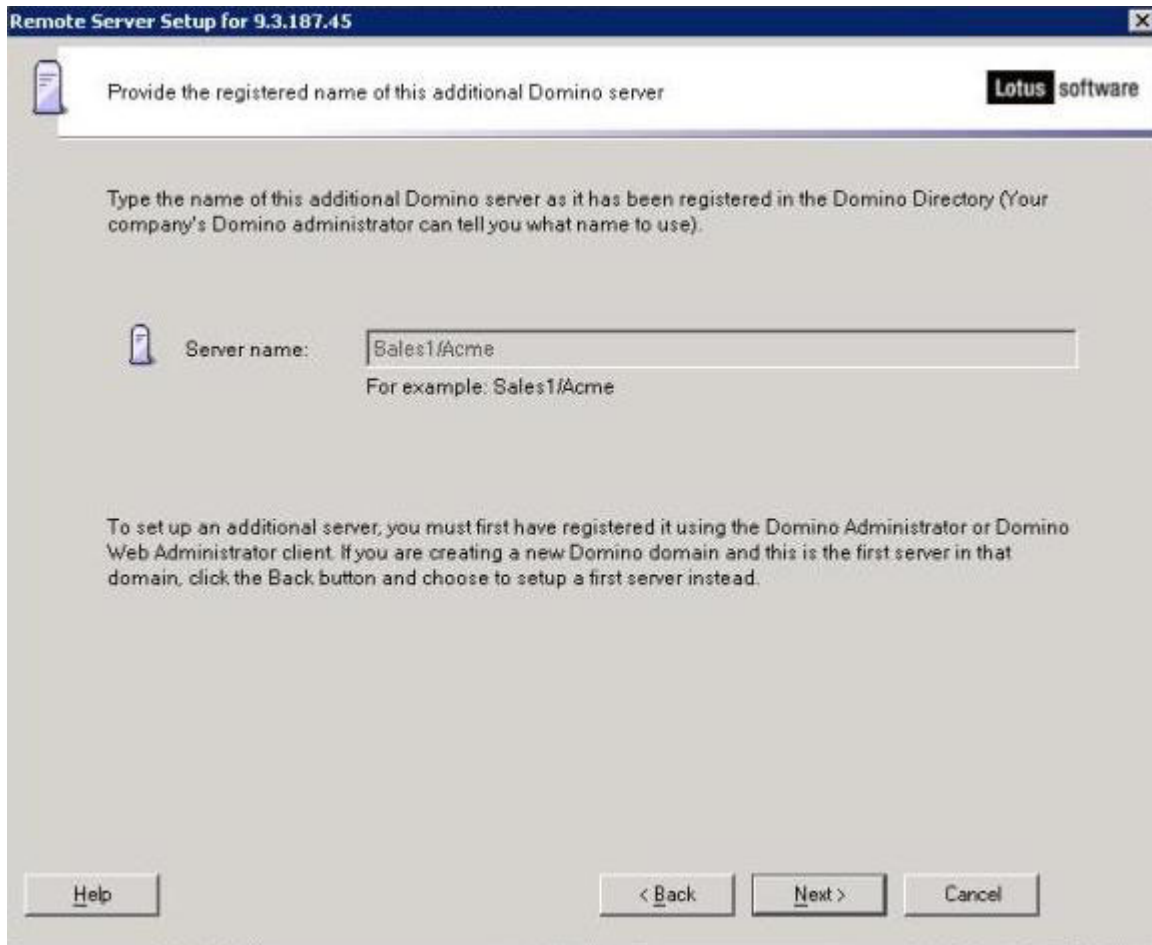


Figure 17. Remote Server Setup screen

9. In the following window, check the **Web Browsers** and **Internet Mail Clients** boxes. Uncheck the **Directory service** (LDAP) box if this service is controlled by the Domino Enterprise server. Click **Next**.
10. In the Domino Network Settings screen, click **Customize**. Ensure that TCP/IP option is checked and the fully-qualified Internet host name is filled in correctly. Click **OK**.
11. In the Remote server setup screen, click **Next**.
12. In the following window, in the **Other Domino server name** field, enter the Domino Enterprise server name (for example, MyDomino/MyCompany). In the **Optional network address** field, enter the Enterprise Domino Internet name (for example, domino.mycompany.com). Click **Next**.
13. In the following window, select the **Setup as primary Domino Directory** radio button and click **Next**.
14. In the Secure your Domino Server screen, ensure both boxes are checked and click **Next**.
15. In the following window you can choose to create a copy of the .id file. To do this, check the box, click **Browse** and indicate where you want to save the .id file. When you are done, click **Next**.
16. Click **Setup**. The Domino configuration completes automatically. When the setup is complete, click **Finish**.
17. Upon completing the setup, you are asked if Domino Listening should be turned off. Click **Yes**.

Note: You must click **Yes** at this point. If you do not, the installation appears to hang. Only when the Domino server exits listening mode can the normal operation of the server begin.

18. The Lotus Foundations Branch Office setup is now complete. You can confirm the server is configured correctly by logging into the Lotus Foundations Branch Office WebConfig console. On the **Status** screen, in the Add-ons section, you should see a green check mark next to the Lotus Foundations Branch Office add-on.


Add-ons:	 Lotus Foundations Branch Office 1.0 Running <ul style="list-style-type: none">• Domino server listening on port 1352.• Awaiting user or config changes.• Domino Database Backups: Last run completed: 2/11/09 1:01:26 AM.• Domino-to-Foundations User Synchronization: Last run completed: 2/11/09 2:31:00 AM.• Domino-to-Foundations User Synchronization: Will next run: 2/11/09 2:32:00 AM.• Domino Database Compaction: Not yet run.• Domino Database Compaction: Will next run: 2/15/09 9:00:00 PM.
-----------------	---

Figure 18. Add-on running successfully

Step 9: Set up Replication for Lotus Foundations Branch Office with the Domino Enterprise server

Next, you need to set up replication between the Lotus Foundations Branch Office server and the Domino Enterprise server. Follow these steps:

1. From the Windows workstation, open the IBM Domino Administrator connected to the Domino Enterprise server.
2. Click the **Configuration** tab.
3. Expand **Server** and click **Connections**. Click **Add Connection**. The **Basics** tab should be displayed. Enter the following information:
 - a. In the **Source server** field, select the host name and the Internet domain of the Domino Enterprise server (if it is not already filled in by default).
 - b. In the **Source domain** field, enter the network domain name of the Domino Enterprise server (if it is not already filled in by default).
 - c. For the **Use the port(s)** field, click **Choose Ports**. Select **TCP/IP**. Click **OK**.
 - d. In the **Destination server** field, select the host name and the Internet domain of the Lotus Foundations Branch Office server.
Note: It might take a few moments for you to see your Lotus Foundations Branch Office server so you can select it.
 - e. In the **Destination domain** field, enter the network domain name of the Lotus Foundations Branch Office server.
 - f. In the **Optional network address** field, you can enter the host name of the Lotus Foundations Branch Office server or an IP address.

Basics	
Connection type:	Local Area Network
Source server:	EMAIL01/Austin/SBE
Source domain:	SBEMail
Use the port(s):	TCP/IP
Usage priority:	Normal
Destination server:	keyphrase3/SBE
Destination domain:	mycompanydev5.com
Optional network address:	

Figure 19. Basics tab

4. Click the **Schedule** tab. If you want to change the default, enter a repeat interval for the replication.
Note: The replication schedule affects how often the Lotus Domino directory is replicated to the Lotus Foundations Branch Office server, which affects how quickly changes to users (such as additions, deletions, or other changes) appear on the Lotus Foundations Branch Office server.
5. Click **Save & Close**.

Step 10: *Optional*: Install language packs for Lotus Domino

The Lotus Foundations Branch Office server is now set up, but if you want to set up the server and user support for other languages, you need to install language packs for Lotus® Domino®. Installing the Lotus Domino language packs lets users have an email template in their preferred language. If language packs are installed after the user is registered and they want to switch languages, you have to manually update each users email database with the new language template.

1. If you have a DVD, insert the DVD labeled **Lotus Foundations Branch Office, Disk 3** for the Lotus Domino language packs.
If you downloaded the software to your workstation, do the following tasks:
 - a. Connect to the **autoinstall** file share on the Lotus Foundations server. To do this, on your workstation, click **Start** → **Run** and then enter '\\\' followed by the server's IP address, followed by \autoinstall. For example: \\192.168.0.1\autoinstall
 - b. Enter the administrative ID (root) and password.
 - c. Locate the folder where you unzipped the Lotus Foundations Branch Office software packages. The naming convention is lf-domino850-LP-*language code*.nnnn.pkg, where *language_code* is a two character code for the language. (for example, lf-domino850-LP-fr.2760.pkg for French)
 - d. Drag the Domino lf-domino850-LP-*language code*.nnnn.pkg into the **autoinstall** folder. Wait to proceed until all of the files are copied to the server autoinstall directory.
2. At the WebConfig URL for the server (https://server_ip_address:8043), click **Software Update** from the menu on the left side of the WebConfig screen.
3. A list of installable packages is displayed. If there is no list of available packages, wait several seconds and refresh the screen again. The Lotus Domino language pack should be listed and should be displayed as: Domino Language Pack Installer for *language* (Team autoinstall/lf-domino850-LP-cc-nnnn.pkg).
4. Click **Install** on the Lotus Foundations Branch Office Domino language pack; read and accept the license agreements. The installation begins immediately and might take a few moments .
5. Verify the setup is complete on the main status page in the Add-ons section.

Note: You can add language packs at any time.

Step 11: Set up and register Lotus Foundations Branch Office users

Users for Lotus Foundations Branch Office must be registered through the Domino Administrator. To register users, follow these steps:

1. From the Windows workstation, open the IBM Domino Administrator that is connected to the Domino Enterprise server.
2. Click the **People & Groups** tab.

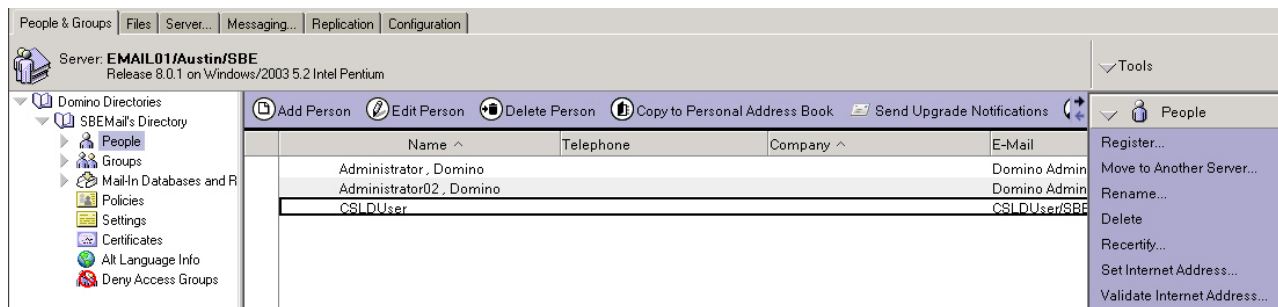


Figure 20. People & Groups tab

3. In the right-side menu, expand **People** and click **Register**. Provide the password for the Domino Enterprise server and click **Log In**.

Note: You might see a message indicating an error while trying to update certificates. You can ignore this warning. Click **Yes** to continue.

4. In the Register Person dialog that displays, perform these steps:
 - a. Click **Registration Server** and select the Domino Enterprise server (if it is not already selected).
 - b. Enter information into the **First name**, **Last name**, and **Password** fields and click **Password Options**. Adjust the password strength according to the administrative preferences and check the box labeled **Set internet password**. Click **OK**.

Note: Only users who have Internet passwords are able to log into the Lotus Foundations server to access features such as file sharing. You may omit the password if you wish to restrict such access. You may also add a password at a later time.
 - c. In the Register Person main dialog, click the **Advanced** check box.
 - d. Select the **Mail** tab. Click **Mail Server** and in the drop-down box, select the name of the Lotus Foundations Branch Office server on which the user's email file is to reside. Note that this **MUST** be a Lotus Domino server name, *not* a hostname or IP address. If it is, the user does *not* get a Lotus Foundations account.
 - e. Select **Mail (R8.5)** from the **Mail file template** list.
 - f. Select the **Address** tab and ensure the **Internet address** and **Internet domain** fields display the email address you would like the user to have.
 - g. *Optional:* If the user wants a language other than English, select the **Other** tab and select their preferred language in the **Preferred language** drop-down.
 - h. Click the green check mark button and you should see the user account appear in the **Registration Queue** box.

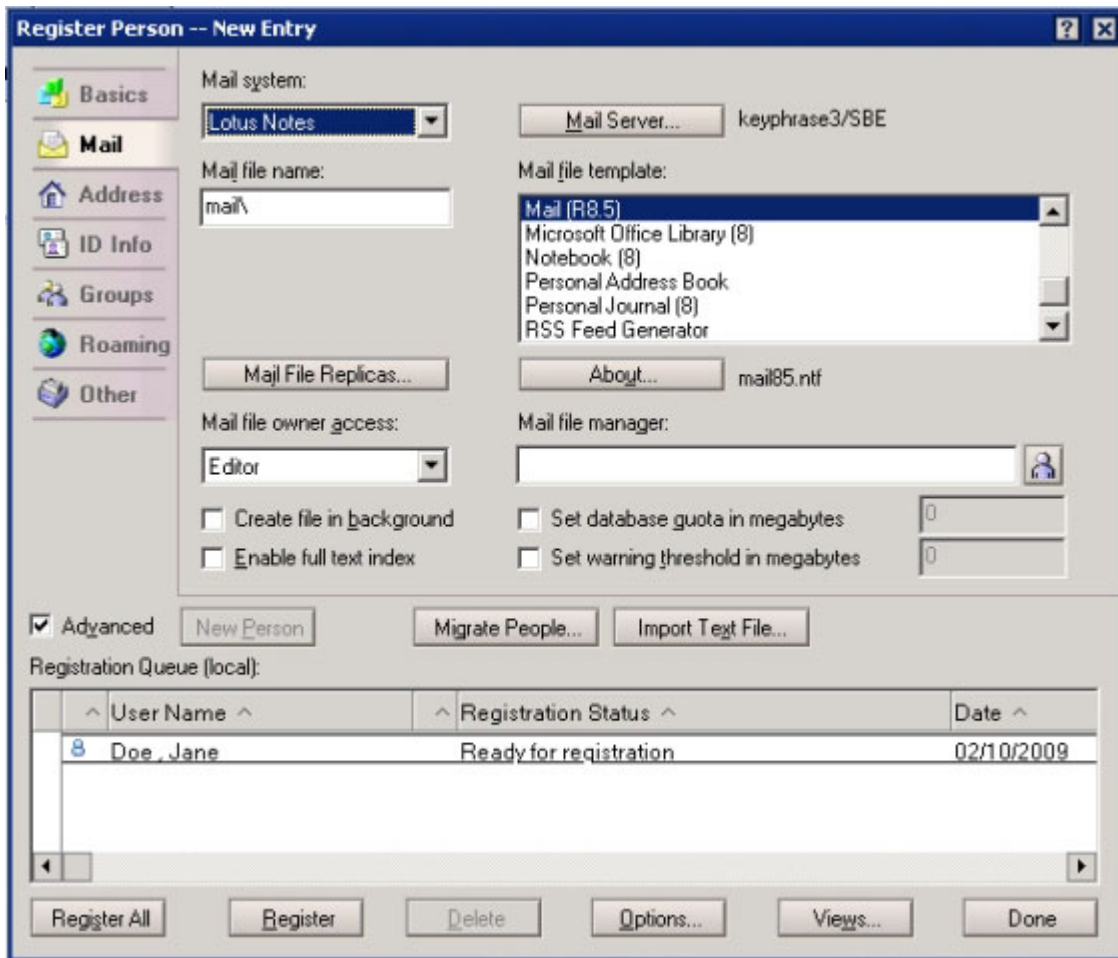


Figure 21. User ready to be registered

- i. Click **Register** and upon completion, a window displays indicating that the account has been registered successfully. Click **OK** to close this window, then click **Done**.

Note: This dialog box is similar to the Register Server dialog, in that you can add many users to the Registration Queue and then click **Register All**.

5. You can confirm the user has been added by looking in the Lotus Foundations Branch Office WebConfig console. After the Domino Enterprise server has replicated the Lotus Domino directory to the Lotus Foundations Branch Office server (either according to the replication schedule that was set in "Step 9: Set up Replication for Lotus Foundations Branch Office with the Domino Enterprise server" on page 31 or if you manually trigger a replication of the directory), log in to the WebConfig console.

Note: It may take up to a minute after replication for the user to appear in WebConfig.

6. Select **Users** from the left-side menu. Click the **Users** tab. The new user should be listed.

User Setup

[Users](#) [Teams](#) [Administrators](#) [Password Policy](#)

User Search

[Search](#) [?](#)



Local	User ID	Full Name	Teams	PPTP	FTP	Email Space Used	Disk Space Used	Action
	jdoe	jane doe				26.6 MB	40 kB Used	

Figure 22. New user in Lotus Foundations Branch Office

Optional: **Customization**

Setup for IMAP and POP email accounts

If you want to setup Lotus Foundations Branch Office to use IMAP and POP, short names need to be configured on the Domino Enterprise server. Follow these steps:

1. From the Windows workstation, open IBM Domino Administrator.
2. Open the server Document for the Lotus Foundations Branch Office server.
3. Click the **Security** tab, then select **Internet Access**.
4. Change the value of **Internet authentication** field to **More name variations with lower security**.
5. Log into the Lotus Foundations Branch Office server WebConfig console. Click **Virtual Servers** from the left-side menu. Disable and then re-enable the Lotus Foundations Branch Office add-on to restart the Domino service. Alternatively, you can reboot the Lotus Foundations Branch Office server by clicking **Status** in the left-side menu and scrolling down to the bottom of the screen and clicking **Reboot**.

***Optional:* Install additional features**

Lotus Foundations Branch Office has additional features you can install. The following references guide you through the setup and configuration of these features:

- Lotus Foundations Run add-on: This provides the ability to run Windows applications on a Lotus Foundations server. See the *Lotus Foundations Run add-on* chapter of the *Lotus Foundations Branch Office Administration Guide*.
- Lotus Symphony: See the *Lotus Symphony* chapter of the *Lotus Foundations Branch Office Administration Guide*.
- Lotus Notes: You can also use the Lotus Notes client that you have distributed to your organization thru the head office. See the *Install the Lotus Notes add-on* chapter of the *Lotus Foundations Branch Office Administration Guide*

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