# Web Installation and Update Guide

CATALIS™
ADVANCING GOVERNMENT. ENGAGING CITIZENS.

## Contact Information

If further assistance is needed, please contact Catalis.

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## Revision History

| Name | Date | Description |
|---|---|---|
| Kyle Wilson | 12/20/2022 | Document Creation |
| Ana Luisa Munoz | 10/31/2023 | Document Updated |
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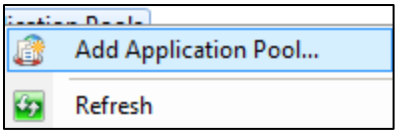
# New Installation

## Setting Up Internet Information Services (IIS)

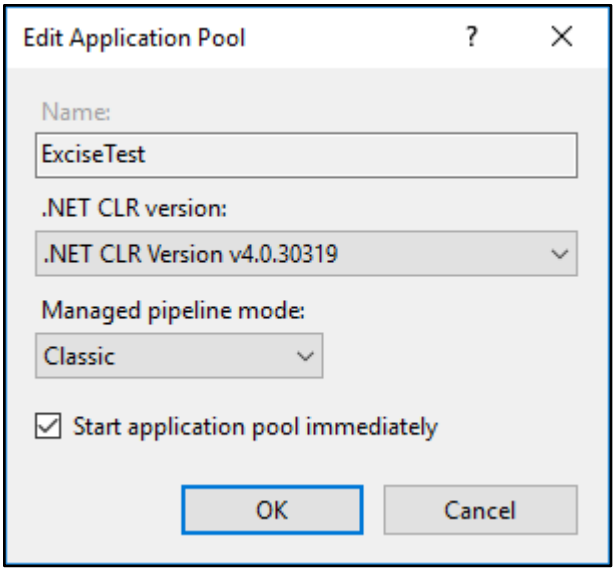
1. Connect to the desired web server for installation.
2. Open Internet Information Services.

## Application Pool

1. Select the Application Pools node from the left tree view, right-click and select “Add Application Pool.”

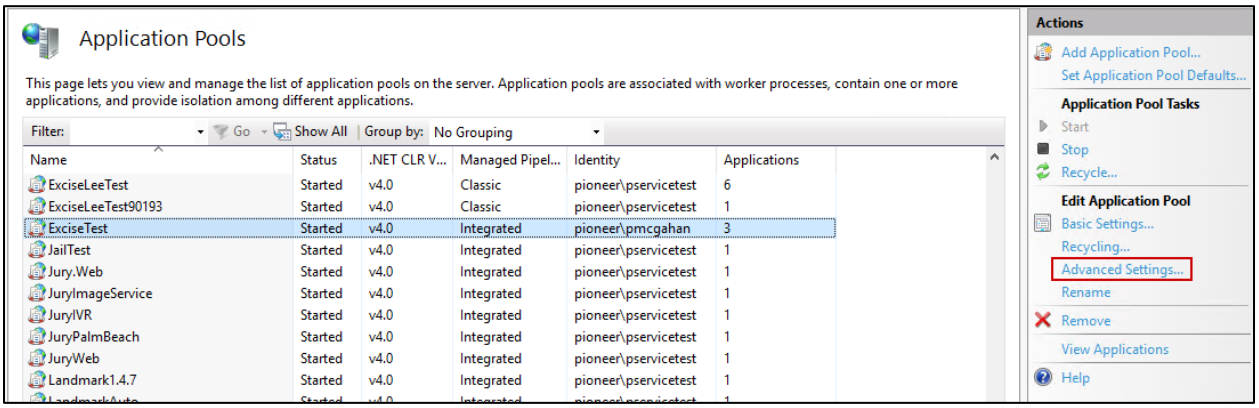



2. Name the Application to something of your choosing, .Net Framework version v4.0.30319 and Classic mode as the managed pipeline mode.

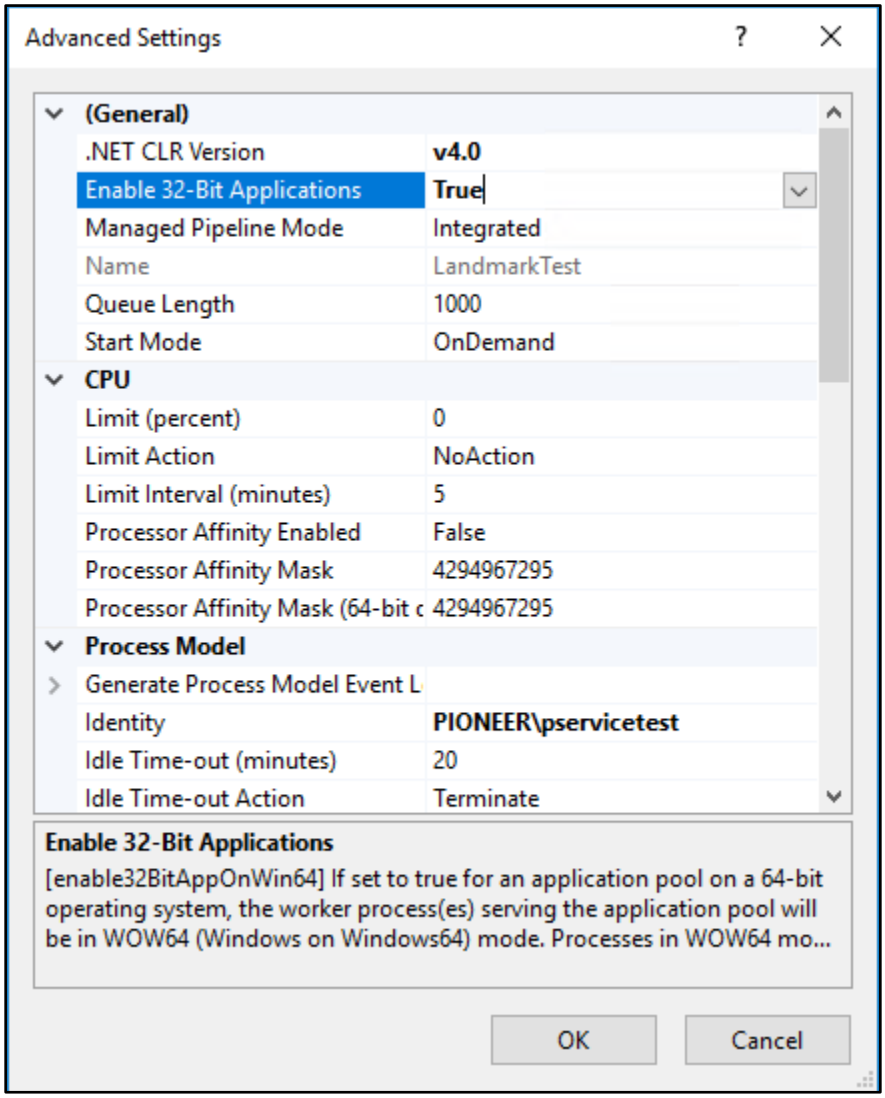



3. Click Ok to create the Application Pool.

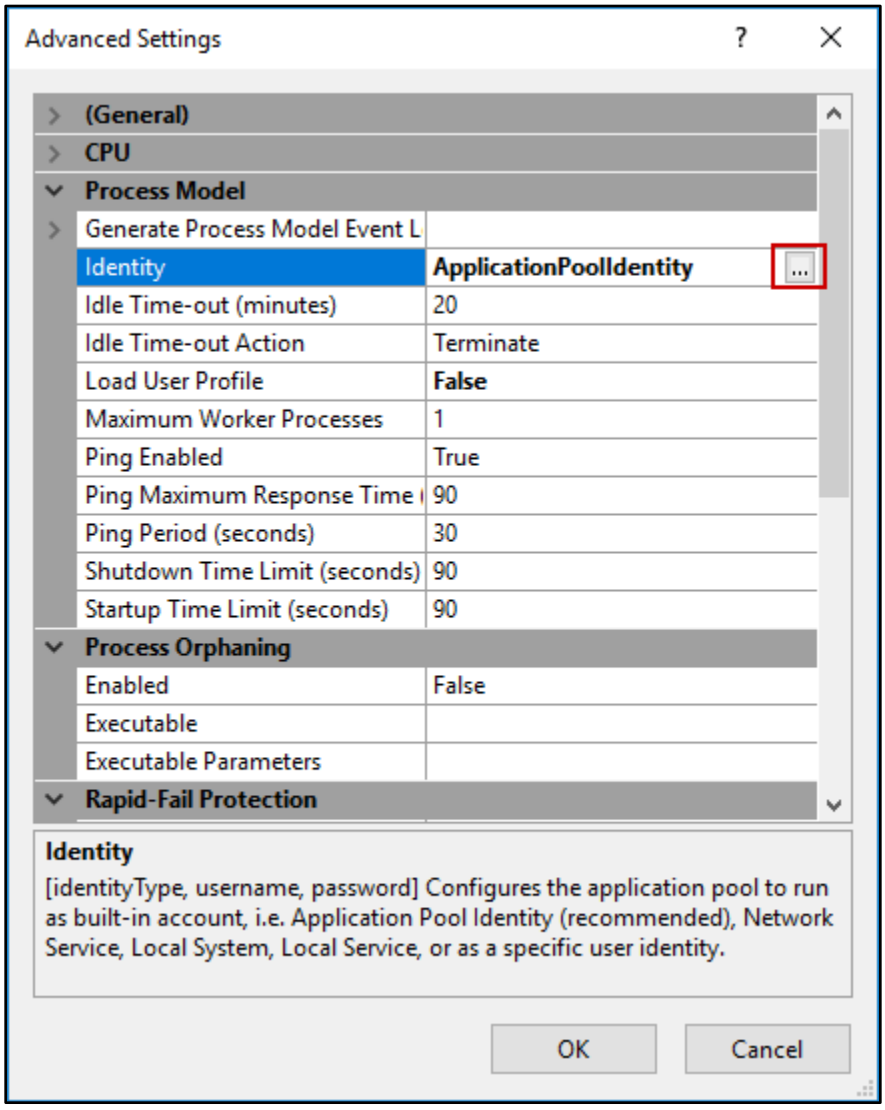
4. Locate the newly created pool, right-click and select Advanced Settings (see red outline).

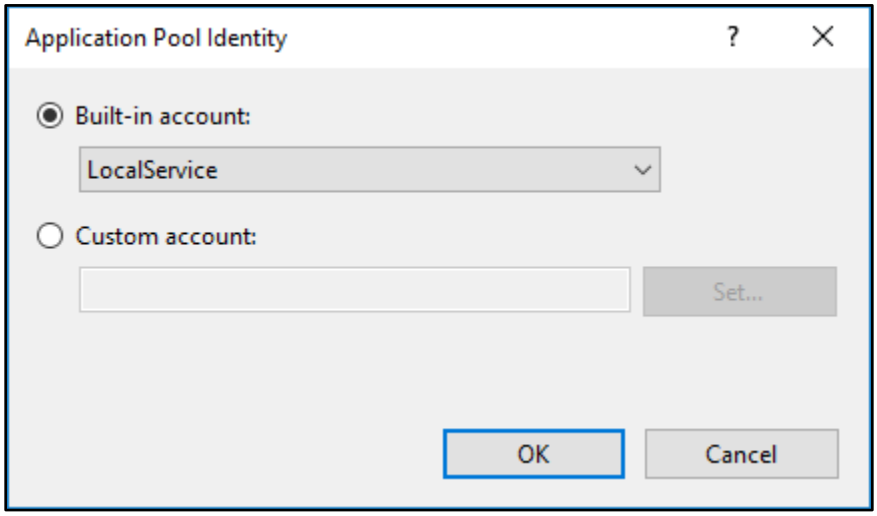



5. Make sure **Enable 32-bit Applications** is set to **True** (see blue highlight).



6. Go to the **Process Model** node and change the **Identity** property. This is the domain account that the application will run under.



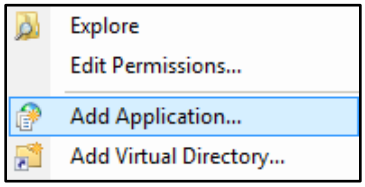



7. There are two options, either use a Built-in account or a Custom account (domain account). The choice is at the discretion of the customer, as long as it meets the requirement of the permissions stated above.

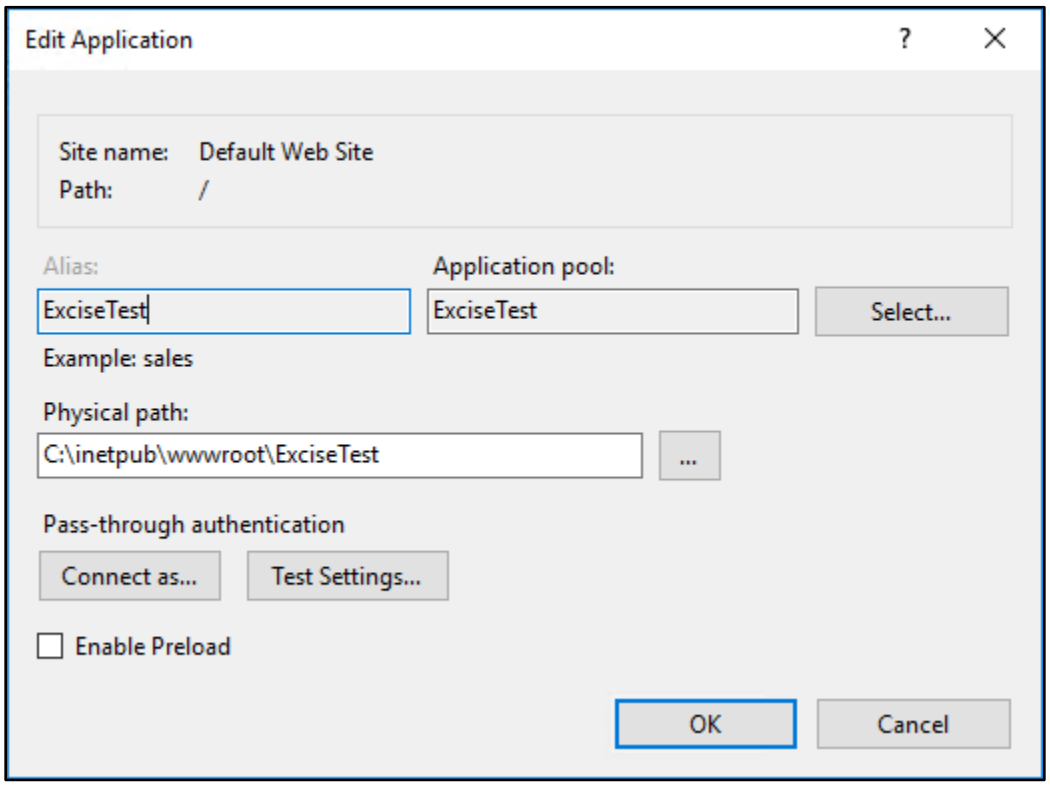
8. Click Ok to set the Identity, and then Ok to save to the application pool.

## Virtual/Application Directory

1. Right-click on the Default Web Site and select Add Application.




2. Complete the Alias, select the Application Pool created in step above, and choose the path where the source files exist, or create a new folder in the root directory and place the installation files there.

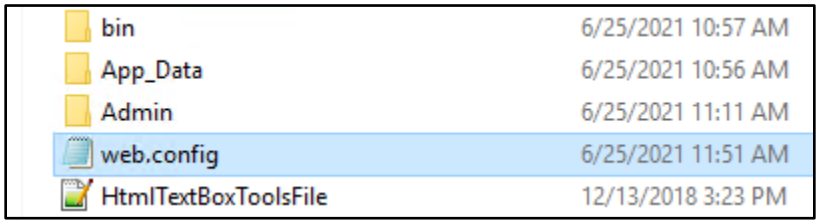



3. Click the **Test Settings** button to verify all selections are valid. The site is now setup in IIS.

## Setting Connectivity to the Database

1. Locate the installation folder in the source file directory and open it.

2. Open the web.config file.




3. Update the existing file with the correct connection details (Server, Database, UserID, Password, etc.).

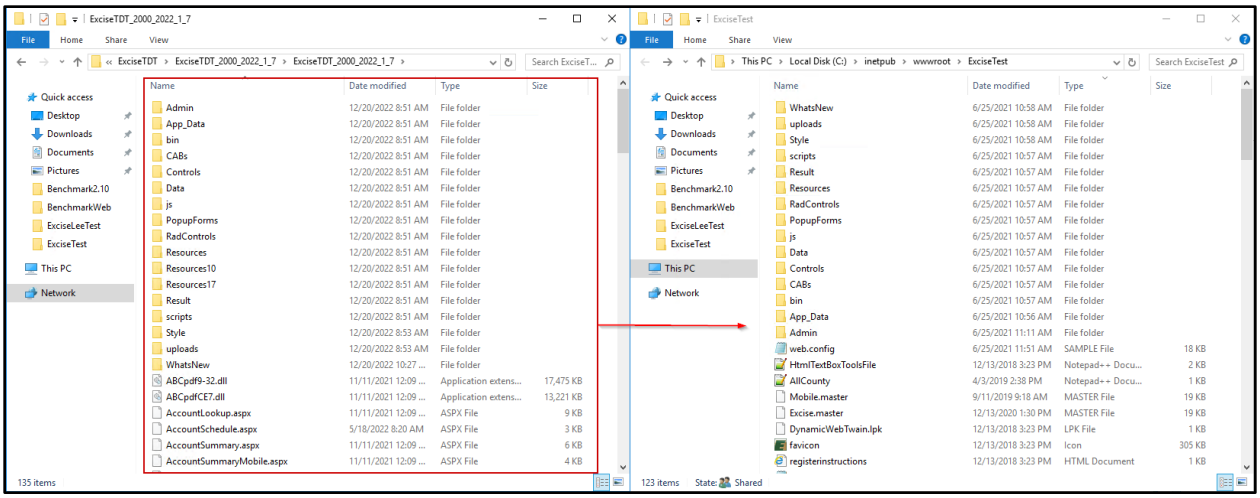
```
<connectionStrings>
  <add name="ExciseConnectionString" connectionString="Data Source=”Server”;Initial Catalog=”Database” ID=”UserID”;Password=”UserPassword”; max pool size=512;"/>
</connectionStrings>
```

4. Verify SettingGroup for County setting:

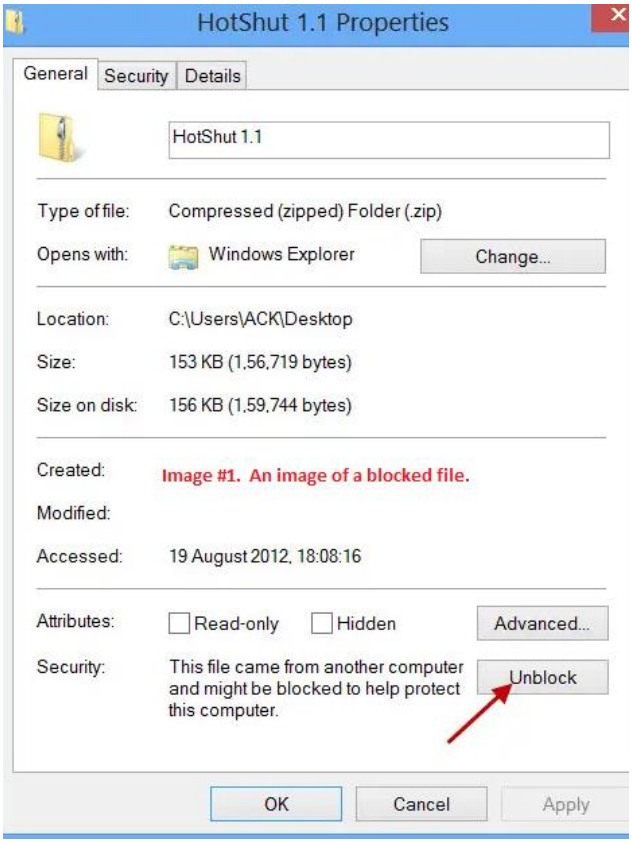
```
<add key="SettingGroup" value="[Get value from previous config]" />
```

# Updating Existing Installation

1. Locate the ‘Release vX.X.X.X’ folder in the download package.
2. Verify the current version is working, this proves IIS rights and database rights.
3. Open IIS on the web server and stop the application pool running the Excise Web site.
4. Navigate to the Excise Web wwwroot folder on the web server.
5. Backup the current Excise Web directory.
    a. The backup folder can be used to restore the web if reverting to the previous version is necessary.
6. Copy all the files within the downloaded ‘Release vX.X.X.X’ folder and paste into the current web folder.
    a. The new files do not contain any configuration files, so the current config files will be retained. Releases are never a complete set of files, Releases do not contain images, reports PDF files, CSSs styles and county customizations to html files, therefore copy the new set of files into the application folder.




7. On rare occasions Catalis needs to push out changes to the web config file. When this is necessary the install will contain a new sample web.config file with names like “web.config_sample_4x_3000_2022_1_7_versions”. Open the web.config and the sample web config in notepad and search for “--CHANGE_POINT”. Not all changes will apply to all counties, especially those related to payment providers such as PaySimple and NCourt.
8. As per Image #1, right click and check at least one dll, one exe and one svc or resx file (if they exist).
9. Unblock the file. If one is found, please check all others of the same type.




10. Open IIS on the web server and restart the application pool running the Excise Web site.
11. Navigate to the county web site and verify that the Excise Version has been updated correctly.