

SCOPIA IBM Lotus Notes Add-on

Deployment Guide Version 7.5



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Deployment Guide for SCOPIA IBM Lotus Notes Add-on Version 7.5, September 2010

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About the SCOPIA IBM Lotus Notes Add-on

The SCOPIA IBM Lotus Notes Add-on is a separately deployed plug-in that can work in a iVIEW SCOPIA Management Suite deployment or in a standalone SCOPIA Desktop deployment without iVIEW SCOPIA Management Suite.

In an iVIEW SCOPIA Management Suite deployment, the IBM Lotus Notes Add-on allows users to schedule, modify, cancel and manage iCM meetings using the IBM Lotus Notes interface. In a standalone SCOPIA Desktop deployment, the SCOPIA IBM Lotus Notes Add-on allows users to send out meeting invitations using the IBM Lotus Notes interface.

This documentation is for users of iVIEW SCOPIA Management Suite version 7.5, which supports Lotus Domino Server versions 7.0, 8.0, 8.5 and 8.5.1.

Contact your system administrator for installation information.

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About the Lotus Domino Interface

This document uses the Lotus Domino 8 interface to illustrate procedures. There are several minor differences between the user interfaces for each of the supported Lotus Domino versions, including the following:

- Version 7.0 includes a File > Database option. This is replaced in version 8 by File > Application.
- Version 7 includes a Server list in the Open Database dialog box. This is replaced in version 8 by the Look in option.

Meeting the System Requirements

The following prerequisites are required for successful installation and operation of the IBM Lotus Notes Add-on:

- Lotus Domino Server
 - Supported versions: 7.0, 8.0, 8.5, and 8.5.1.
 - Running DIIOP HTTP services
 - Configured with LTPA token
 - Lotus Domino Administrator and Designer interfaces must be available

Each user should have a dedicated email account for receiving meeting messages including meeting accept and decline messages.

iVIEW Suite deployments require:

- A dedicated iVIEW Suite server which the IBM Lotus Notes Add-on can connect to.
- This iVIEW Suite server should be configured to work with IBM Domino server LDAP Directory service.
- Assign at least one virtual room to each user.

SCOPIA Desktop deployments require:

- A dedicated SCOPIA Desktop server which the IBM Lotus Notes Add-on can connect to.

These required installation files should be copied to your computer in a location of your choice:

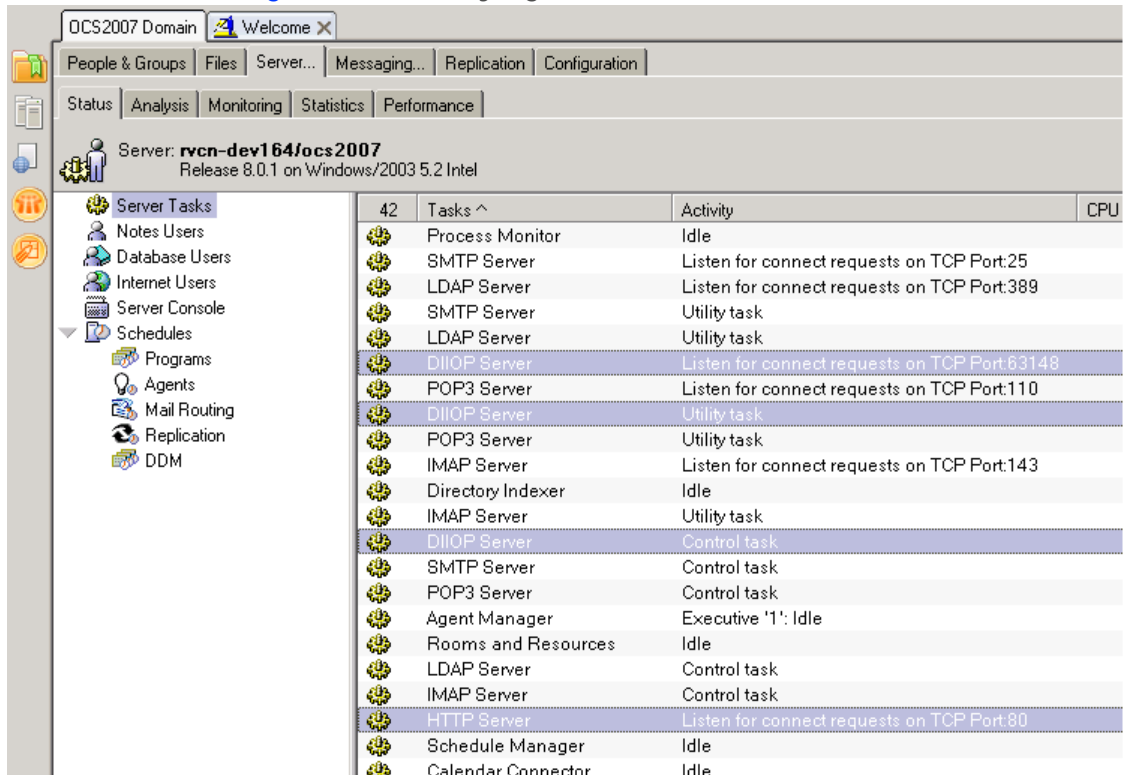
- Setup0.nsf (where 0 represents the version number of your Lotus Domino Server) containing the agents used to install or upgrade SCOPIA IBM Lotus Notes Add-on.
- Nine .dxi files containing the code used to install SCOPIA IBM Lotus Notes Add-on.
 - IVAgentLib.dxi
 - IVClientConfig.dxi
 - IVConfig.dxi
 - IVForm.dxi
 - IVShareLib.dxi
 - IVSubForm.dxi
 - LotusAddonAppletJar.dxi
 - MeetingAgent.dxi
 - SDAccessAgent.dxi

Verifying DIIOP and HTTPS Services are Running

Procedure

- Step 1** Use a text editing application to open the notes.ini file located at C:\Program Files\IBM\Lotus\Domino\ on your computer.
- Step 2** Locate the following line:
ServerTasks=Update,Replica,Router,AMgr,AdminP,CalConn,Sched,LDAP,RnRMgr,DIIOP,HTTP
- Step 3** Verify that DIIOP and HTTP are present. Add them if they are not.
- Step 4** Restart your Domino server.
- Step 5** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 6** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 7** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 8** Select the **Server** tab.
- Step 9** Select the **Status** tab.
- Step 10** Select **Server Tasks** from the list below the **Status** tab.
- Step 11** Verify that the DIIOP Server and HTTP Server tasks appear.

Figure 1-1 Verifying DIIOP and HTTP Services



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Installing the SCOPIA IBM Lotus Notes Add-on

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Creating NSF Objects in the Domino Designer Interface

This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

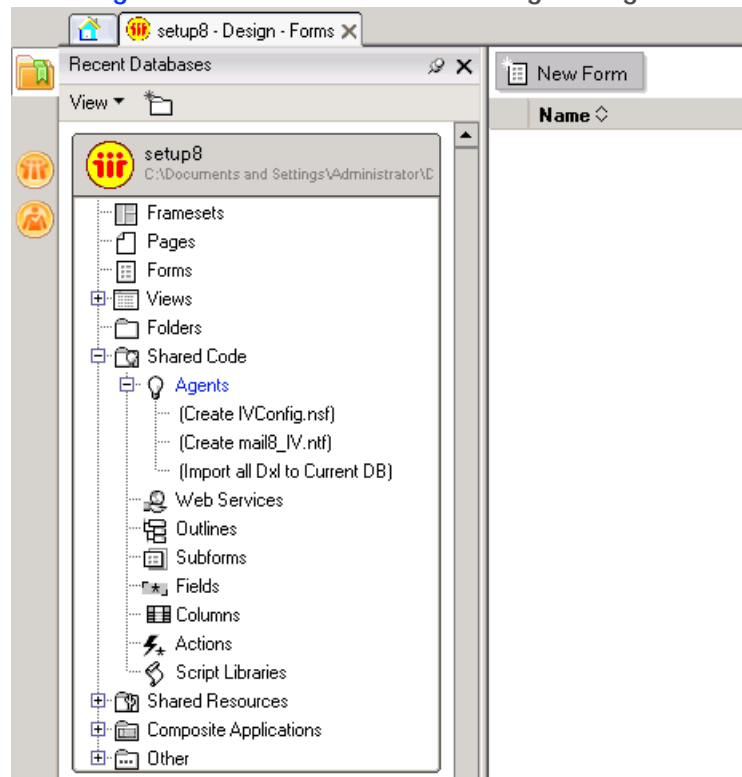
- mail0.ntf
- mail0_IV.ntf

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Designer** to connect to the target Domino server.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select **File > Application > Open** in the Lotus Domino Designer interface.
- Step 4** Browse to the setup.nsf file and select **Open**.
- Step 5** Select the **setup** icon in the left panel to expand it.

Step 6 Select Shared Code > Agents.

Figure 1-2 Lotus Domino Designer Agents



Step 7 Sign the agents as follows:

- a. Select the **Create IVConfig.nsf** agent in the panel on the right, and then select the **Sign** button.

Create IVConfig.nsf contains the SCOPIA IBM Lotus Notes Add-on configuration screen.

- b. Select the **Create mail0_IV.ntf** agent in the panel on the right, and then select the **Sign** button.

Create mail0_IV.ntf contains a new template file for scheduling meetings using the SCOPIA IBM Lotus Notes Add-on, based on mail0.ntf.

- c. Create the IVConfig.nsf file on the Domino server as follows:

Step 8 Right-click the **Create IVConfig.nsf** agent and select **Run**.

Step 9 Select **File > Application > Open** and browse to the IVConfig.dxl file.

Step 10 Select **Open**.

Step 11 Create the mail0_IV.ntf file on the remote server as follows:

- a. Right-click the **Create mail0_IV.ntf** agent and select **Run**.
- b. Select **File > Application > Open** and browse to the IVAgentLib.dxl file.
- c. Select **Open**.

Step 12 Close the Domino Designer interface.

Creating a Template in the Domino Admin Interface

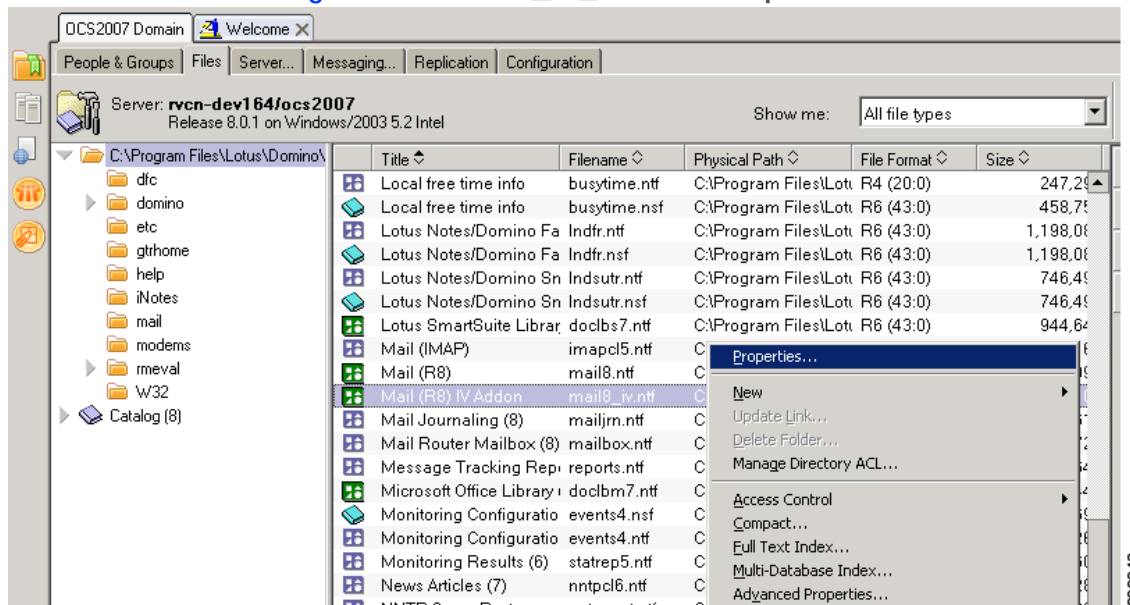
This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

- mail0_IV.ntf
- Stdmail0_IV

Procedure

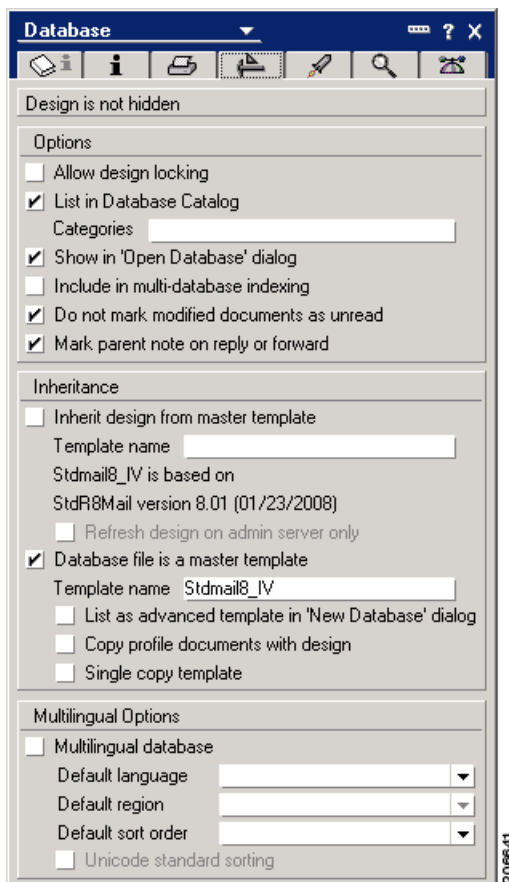
- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Files** tab.
- Step 5** Select **All file types** in the Show me field.
- Step 6** Locate the mail0_IV.ntf file in the filename list.
- Step 7** Right-click mail0_IV.ntf and select **Properties** to display the Database dialog box.

Figure 1-3 mail0_IV_ntf File Properties



- Step 8** Select the **Design** tab (the fourth tab from the left).
- Step 9** Select **Database file is master template**.

Step 10 Enter StdMail0_IV in the Template Name field.



Step 11 Close the Database dialog box.

Step 12 Save your changes.

Step 13 Close the Domino Administrator interface.

Creating Forms and Script Libraries in the Domino Admin Interface

This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

- Mail (R0) IV

Procedure

Step 1 Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.

Step 2 Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.

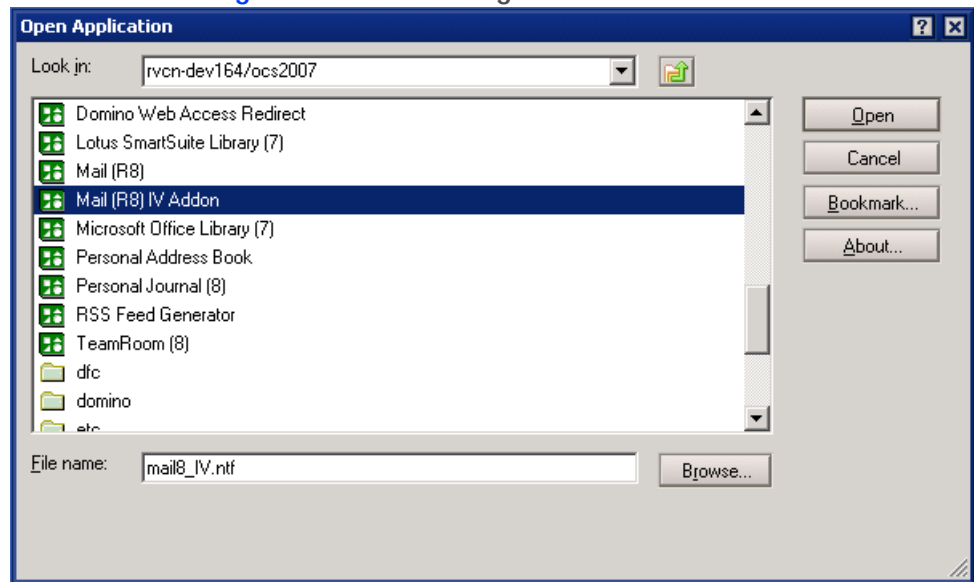
Step 3 Select **File > Application > Open** in the Lotus Domino Designer interface.

Step 4 Select the **Look in** drop-down list.

Step 5 Select the remote Domino server that has the SCOPIA IBM Lotus Notes Add-on installed from the list.

Step 6 Select Mail (R0) IV Addon from the database list, and then select Open.

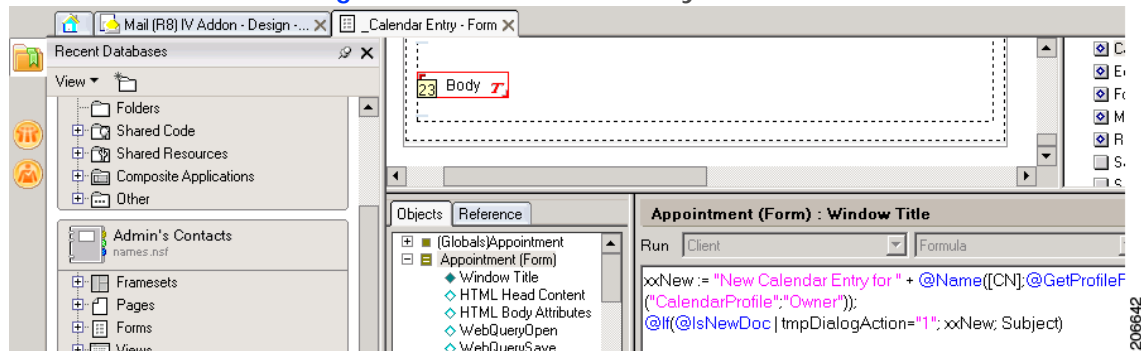
Figure 1-4 Selecting the Remote Server



Step 7 Double-click _Calendar Entry in the list of forms that displays.

Step 8 Scroll to the end of the code that appears above the list of forms and locate the Body field.

Figure 1-5 Calendar Entry Form List

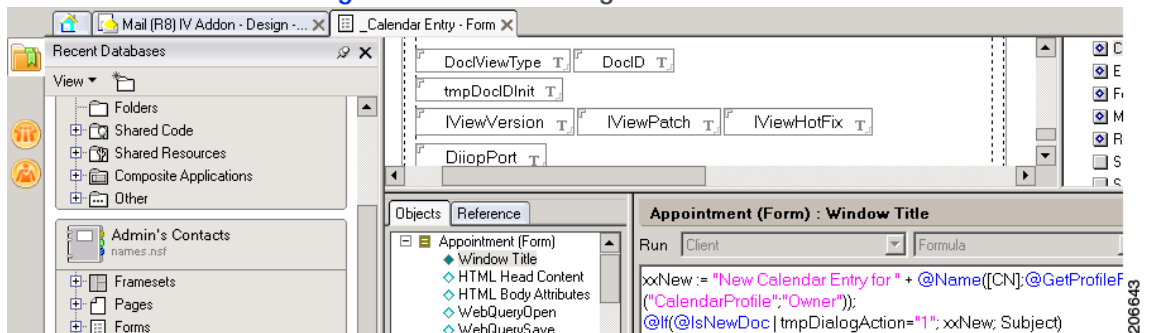


Step 9 Place your cursor next to the Body field and then select Create > Resource > Insert Subform from the menu at the top of the screen.

Step 10 Select IVSubForm from the Insert Subform window.

Step 11 Select OK and verify that the subform is inserted near the Body field.

Figure 1-6 Selecting the IVSubForm



Step 12 Select the X in the `_Calendar Entry Form` tab to save and close the `_Calendar Entry` form.

Step 13 Select `View > Go to > Views` from the menu at the top of the screen to display all views in the Mail (R0) IV Addon database.

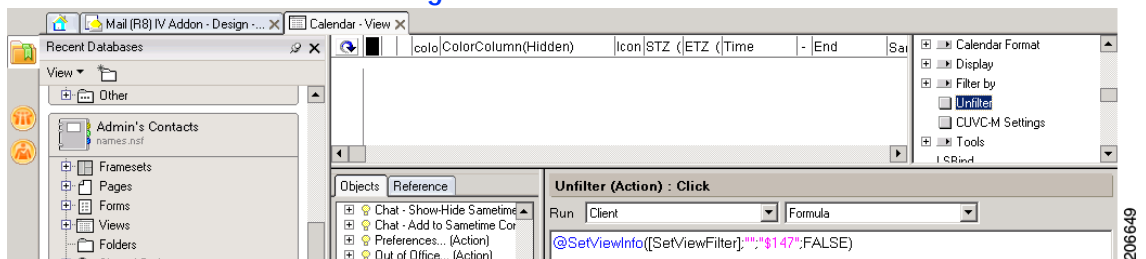
Step 14 Double-click (`$Calendar`).

Step 15 Select `View` again from the menu at the top of the screen and verify that `Action Pane` is selected.

Step 16 Locate the Action pane at the right of the screen.

Step 17 Right-click `Unfilter` and select `Create Action`.

Figure 1-7 Action Pane



Step 18 Enter `SCOPIA Settings` in the Name field in the first tab of the Actions dialog box.

Step 19 Select `Hide action if formula is true` in the second tab of the Action dialog box, and select `Formula Window`.

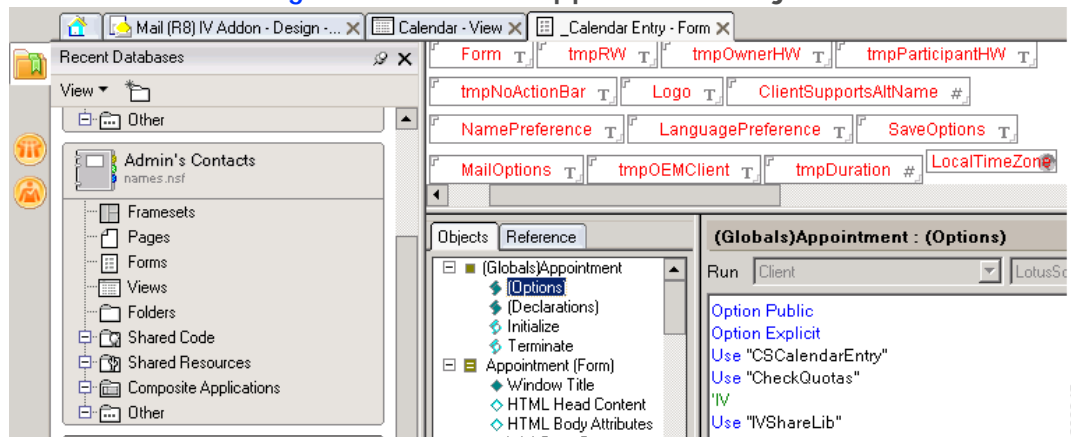
Step 20 Paste the following code in the Edit Formula window:

```
@If(@TextToNumber(@Version) < 174;@True;@False) |
@Environment("OEMClient") = "1" |
@IsNotMember("Notes_Video_conf_sched_group";
@UserNamesList)
```

Step 21 Select `Done` to close the Action window.

- Step 22** Paste the following code in the (Action): Select window:
`@If(@ClientType =
 "Notes";@Command([Compose];"IVClientConfig") :
 @Return(0);""`
- Step 23** Select the Mail (R0) IV Addon tab.
- Step 24** Select View > Go to > Forms from the menu at the top of the screen.
- Step 25** Double-click _Calendar Entry in the list of forms that displays.
- Step 26** Select View again from the menu at the top of the screen and verify that Programmer's Pane is selected.
- Step 27** Select (Globals)Appointment > (Options) in the Objects tab and add the following line at the end of the code:
 Use "IVShareLib"

Figure 1-8 Global Appointment Object



- Step 28** Select Appointment (Form) > Queryopen in the Objects tab.

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Using a New Template

This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

- mail0_IV.ntf

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **People & Groups** tab, and then select **Add Group**.
- Step 5** Create a user group called Notes_Video_conf_sched_group.
Any user that you assign to this group can see the user interface of the SCOPIA IBM Lotus Notes Add-on.
- Step 6** Access the Domino server console as follows:
- a. Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
 - b. Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
 - c. Select the **Domain** tab displaying the name of your Lotus Domino server.
 - d. Select the **Server** tab.
 - e. Select the **Status** tab.
 - f. Select **Server Console** from the list below the **Status** tab.
- Step 7** Use the Domino server console command to change the mail file template for all affected users.
For example, assume user John's mail file is John.nsf. Enter the following command in the **Domino Command** field to convert the John.nsf template to mail0_IV.ntf:
For Windows: >> load convert mail\ John.nsf * mail0_IV.ntf
For Linux: >> load convert mail/ John.nsf * mail0_IV.ntf
- Step 8** To change all mail files in the mail directory, send the following command:
For Windows: >> load convert mail*.nsf * mail0_IV.ntf
For Linux: >> load convert mail/ *.nsf * mail0_IV.ntf

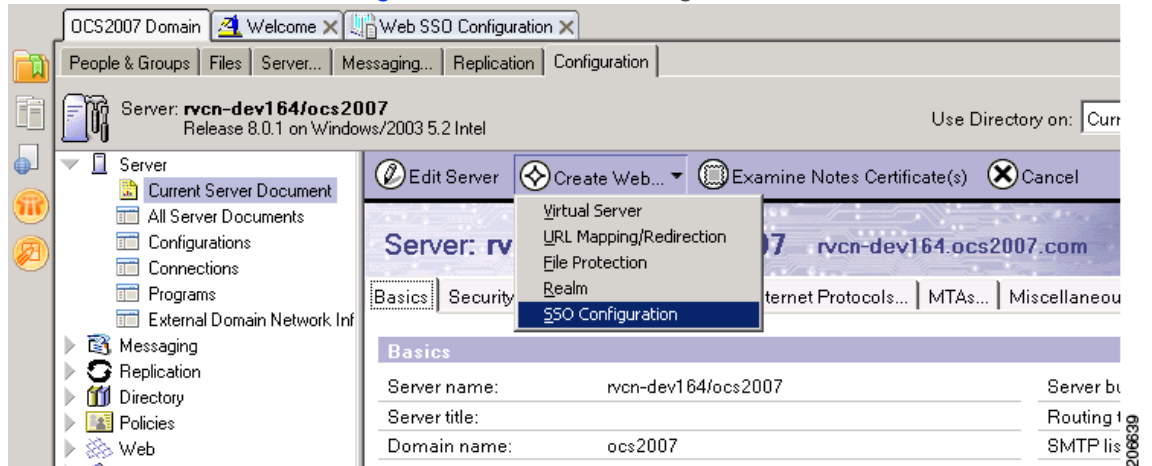
Configuring Domino Web Single Sign-on

The Web Single Sign-on (SSO) configuration described here is R5 compatible.

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Configuration** tab.
- Step 5** Select **Server > Current Server Document**.
- Step 6** Select **Create Web** and then **SSO Configuration**.

Figure 1-10 SSO Configuration



- Step 7** Enter the iVIEW Suite server DNS domain in the DNS Domain field.
For example, "mycompany.com".
- Step 8** Select the arrow next to the Domino Server Names field to display the Select Name dialog box.
- Step 9** Select the name of the Domino server with the SCOPIA IBM Lotus Notes Add-on installed from the list in the left panel, and move it to the Names list in the right panel.
- Step 10** Select **OK** to close the Select Name dialog box.
- Step 11** Verify that the name of the Domino server with the SCOPIA IBM Lotus Notes Add-on installed appears in the Domino Server Names field.
- Step 12** Select **Keys > Create Domino SSO Key** to generate a new key.
- Step 13** Select **Save & Close** to save your changes and close the Web SSO Configuration window.
- Step 14** Select the **Configuration** tab.
- Step 15** Select **Server > Current Server Document**.
- Step 16** Select **Internet Protocols > Domino Web Engine**.
- Step 17** Select **Edit Server**.
- Step 18** Select **Multiple Servers (SSO)** in the Session authorization option.
- Step 19** Select **LtpaToken** in the Set Web SSO Configuration option.
- Step 20** Select **Basics** and verify that the **Load Internet configurations from Server\Internet Sites documents** field is set to **Disabled**.
- Step 21** Select **Save & Close** to save your changes.

Accessing an Execution Control List

Assign an Execution Control List (ECL) to users so that they can execute the SCOPIA IBM Lotus Notes Add-on client-side module.

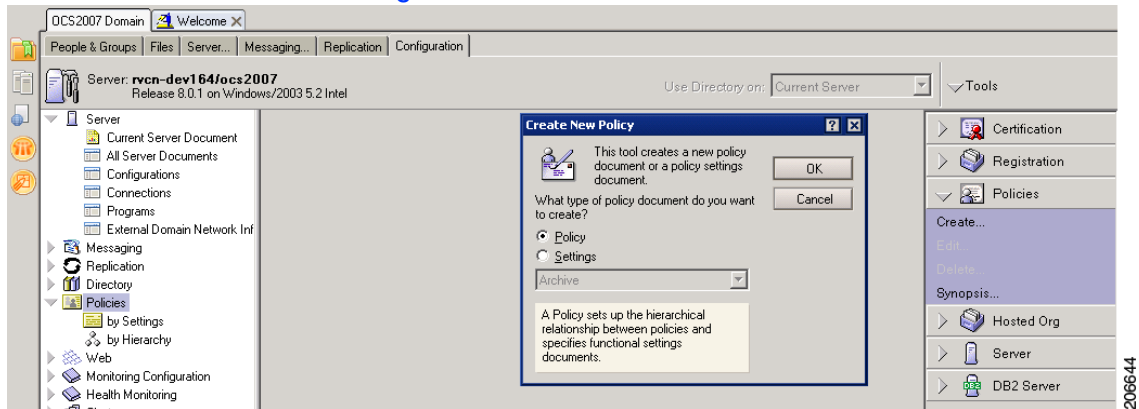
Create a new policy which allows users to run the SCOPIA IBM Lotus Notes Add-on, and then assign this policy to user group Notes_Video_conf_sched_group.

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Configuration** tab.

Step 5 Select Policies > Create in the right panel to create a new policy.

Figure 1-11 Create Policies



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- Step 6 Select the **Policy** option in the Create New Policy dialog box and select **OK**.
- Step 7 Select **Basics** and enter a name for the policy in the Policy name field such as “IV_POLICY”.
- Step 8 Select **New** next to the Security field to create new security settings.
- Step 9 Enter a name for the new security setting in the Basics tab such as “IV_SECURITY”.
- Step 10 Select **Execution Control List**.
- Step 11 Select **Refresh** in the Set Update Mode field.
- Step 12 Select **Manage** next to Admin ECL and enter a name for the ECL in the Create New Admin ECL field such as “IV_ECL”.
- Step 13 Select **OK** and then **Edit**.
- Step 14 Select **Allow user to modify and Workstation security** in the Workstation Security: Execution Control List dialog box.
- Step 15 Select **Add** and then select the icon in the Add User dialog box to specify the users that have permission to modify workstation security.
- Step 16 Select **Java applet security** in the Workstation Security: Execution Control List dialog box and repeat 15.

- Step 17** Select the following access options:
- Access to file system
 - Access to Notes Java classes
 - Access to network addresses
 - Printing
 - Access to system properties
 - Dialog and clipboard access
 - Process-level access
- Step 18** Select **Edit Server**.
- Step 19** Select **Multiple Servers (SSO)** in the Session authorization option.
- Step 20** Select **LtpaToken** in the Set Web SSO Configuration option.
- Step 21** Select **Basics** and verify that the **Load Internet configurations from Server\Internet Sites documents** field is set to **Disabled**.
- Step 22** Select **Save & Close** to save your changes.

Configuring the Domino Server

This section describes how to perform the server-side configuration for the SCOPIA IBM Lotus Notes Add-on.

Create a new policy which allows users to run the SCOPIA IBM Lotus Notes Add-on, and then assign this policy to user group `Notes_Video_conf_sched_group`.

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the `LocalDomainAdmins` account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Files** tab.
- Step 5** Select **Databases only** in the Show me field.
- Step 6** Double-click `ivconfig.nsf` in the database list

The `iVIEW SCOPIA Management Suite Administrator Settings` window displays. Use this window to configure the `iVIEW SCOPIA Management Suite` or `SCOPIA Desktops` that users can connect to for meeting scheduling.

- Step 7** In the Add Server section:
 Set the type of server URL that you want to add in the Server Type field.
 Enter a name for the server that you want to add in the Server Name field.
 Enter the server URL in the Server URL field.
 For iVIEW SCOPIA Management Suite use the format http://SERVER_URL:PORT_NUMBER
 For SCOPIA Desktop Server use the format http://SERVER_URL:PORT_NUMBER/scopia
- Step 8** Select **Add to list**.
- Step 9** (Optional) Select **Remove from list** to remove any defined server from the Select List section.
- Step 10** (Optional) Select **Check Server Status** to verify that the server is reachable.
 The server status is displayed in the Status field. A server must be reachable for the SCOPIA IBM Lotus Notes Add-on to function properly.
- Step 11** (Optional) Select **Generate LTPA token** in the Advanced section to verify that a secure communication mechanism has been properly configured between the Lotus Domino server and the iVIEW SCOPIA Management Suite server working in Single Sign-on (SSO) mode.
 If a new LTPA token is displayed in the Status field, secure communication has been properly configured.

Uninstalling the SCOPIA IBM Lotus Notes Add-on

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Reverting to the Default Mail Template

This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

- mail0.ntf

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Server** tab.
- Step 5** Select the **Status** tab.
- Step 6** Select **Server Console** from the list below the **Status** tab.

- Step 7** Use Domino server console command to change the mail file template for all affected users. For example, assume user John's mail file is John.nsf. Enter the following command in the **Domino Command** field to convert the John.nsf template to mail0.ntf:
For Windows:>> load convert mail\ John.nsf * mail0.ntf
For Linux>> load convert mail/ John.nsf * mail0.ntf
- Step 8** To change all mail files in the mail directory, send the following command:
For Windows:>> load convert mail*.nsf * mail0.ntf
For Linux: >> load convert mail/ *.nsf * mail0.ntf

Removing the ivconfig Database

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Files** tab
- Step 5** Select **Databases Only** in the Show me field.
- Step 6** Right-click ivconfig.nsf and select **Delete Database**.
- Step 7** Select **Also delete replicas of this database on all other servers**.
- Step 8** Select **OK** to delete this database.

Removing the mail0_iv Template

This procedure uses the following terms where 0 represents the version number of your Lotus Domino Server:

- mail0_IV.ntf
- Mail (R0) IV

Procedure

- Step 1** Select **Start > Programs > Lotus Applications > Lotus Domino Administrator**.
- Step 2** Sign in using the LocalDomainAdmins account supplied by your Domino Server administrator.
- Step 3** Select the **Domain** tab displaying the name of your Lotus Domino server.
- Step 4** Select the **Files** tab
- Step 5** Select **All file types** in the Show me field.
- Step 6** Right-click Mail(R0) IV Addon and select **Delete Database**.
- Step 7** Select **Also delete replicas of this database on all other servers**.
- Step 8** Select **OK** to delete this database.



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