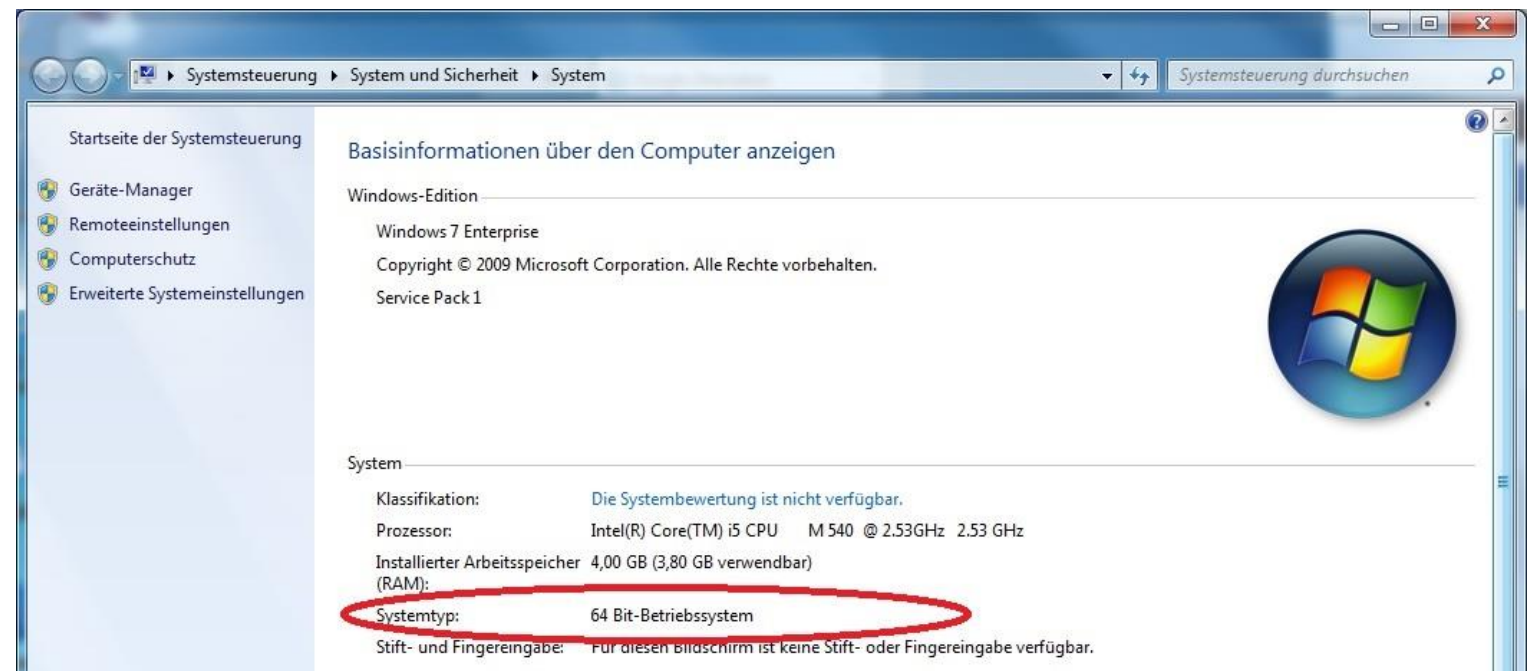


If you are installing Basware Message Le there are a few steps to follow:

1. First of all, please check if you have a 32 or 64 bit operating system.

Therefore, open your system information (Ctrl + Pause):

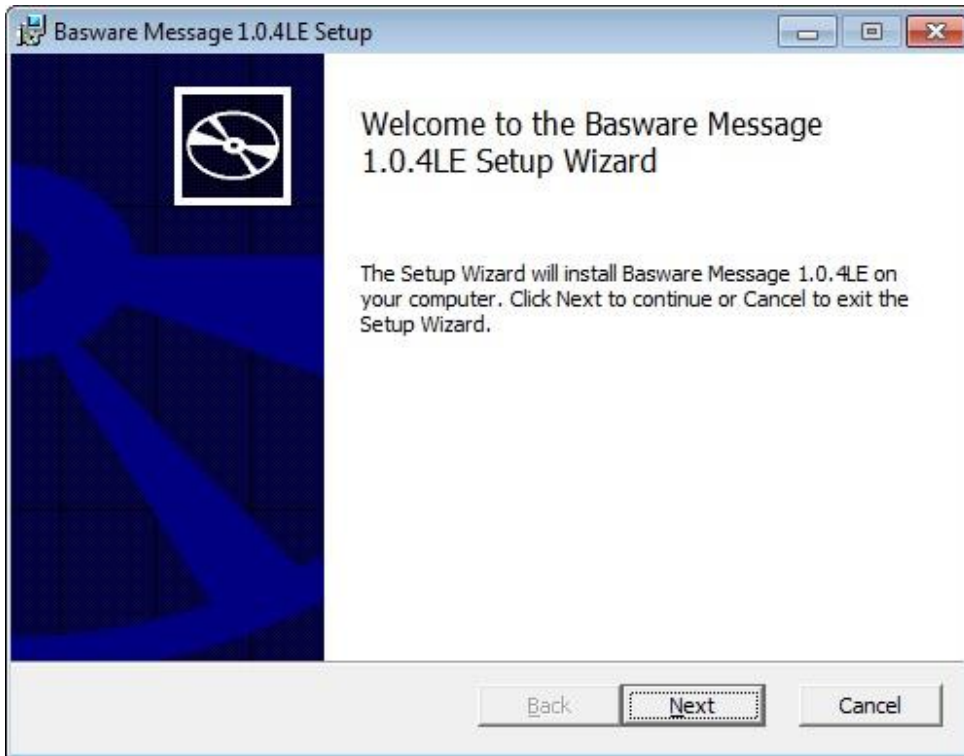


2. Then download either Basware Message LE 32bit or 64bit.

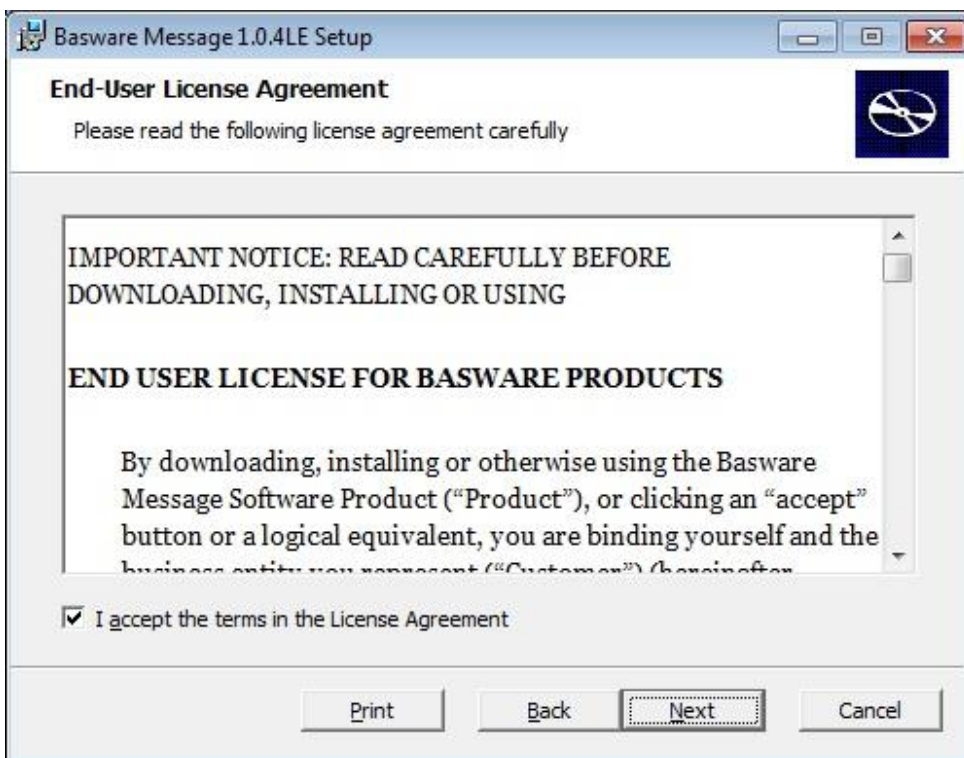
3. After downloading, start the installation



4. Select English (or your language)



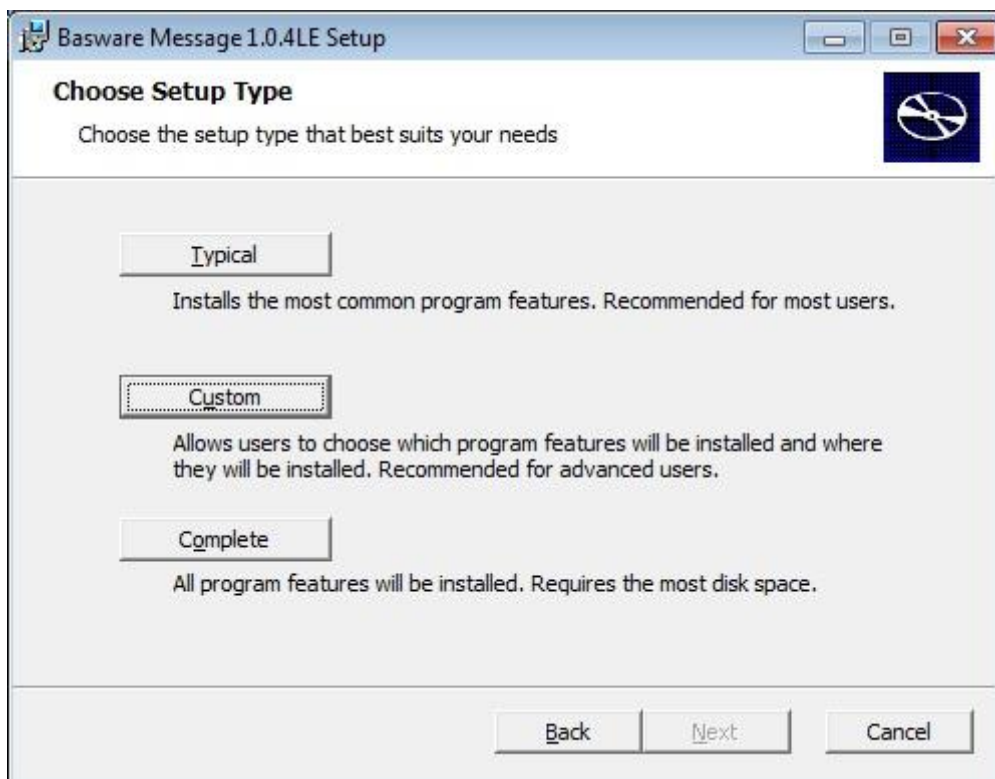
Press Next



Read the License Agreement and then select "I accept the terms in the License Agreement" and press Next.

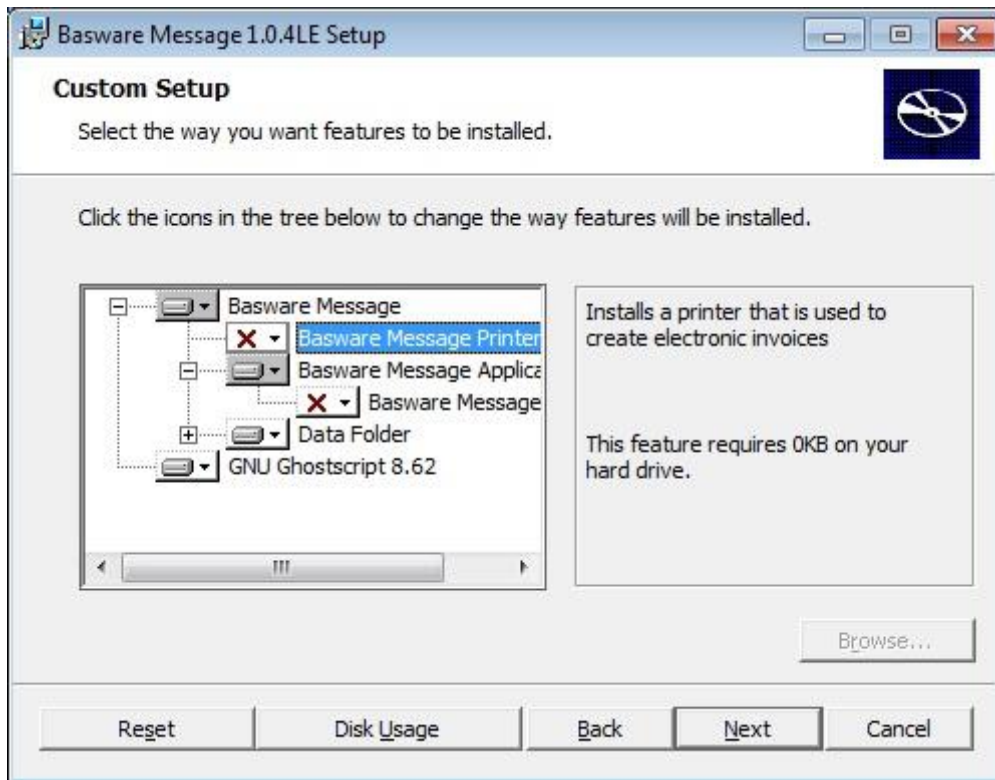


5.Type in your new sender-ID 4900_XXXXX and press on Next



6.Please select Custom.

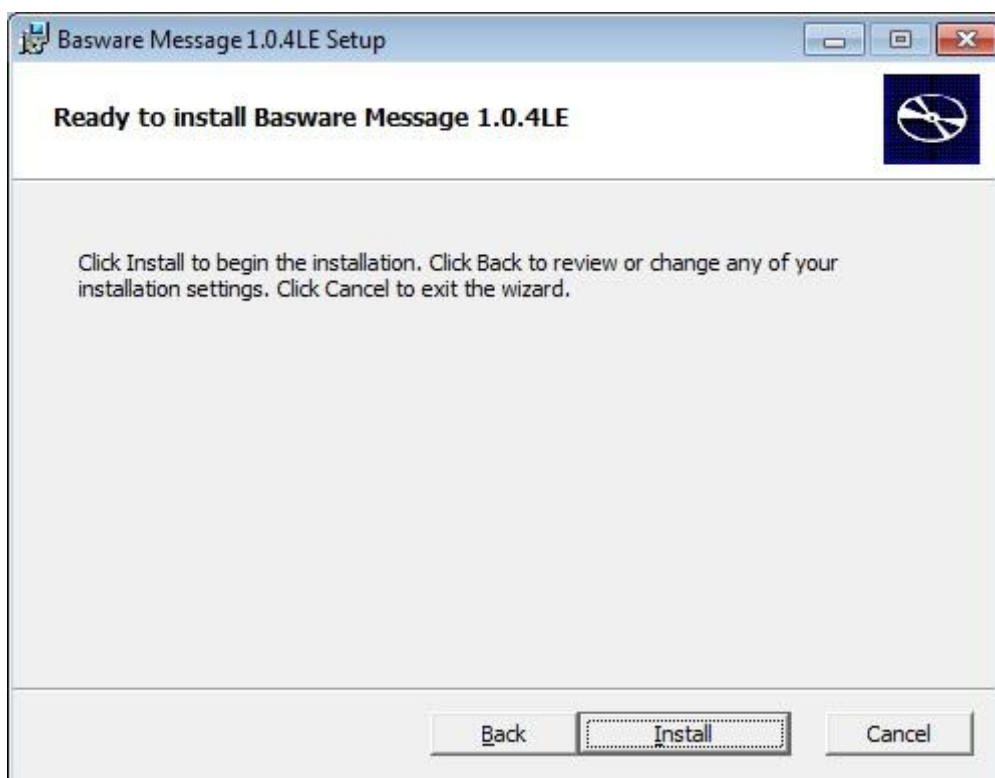
Press Next



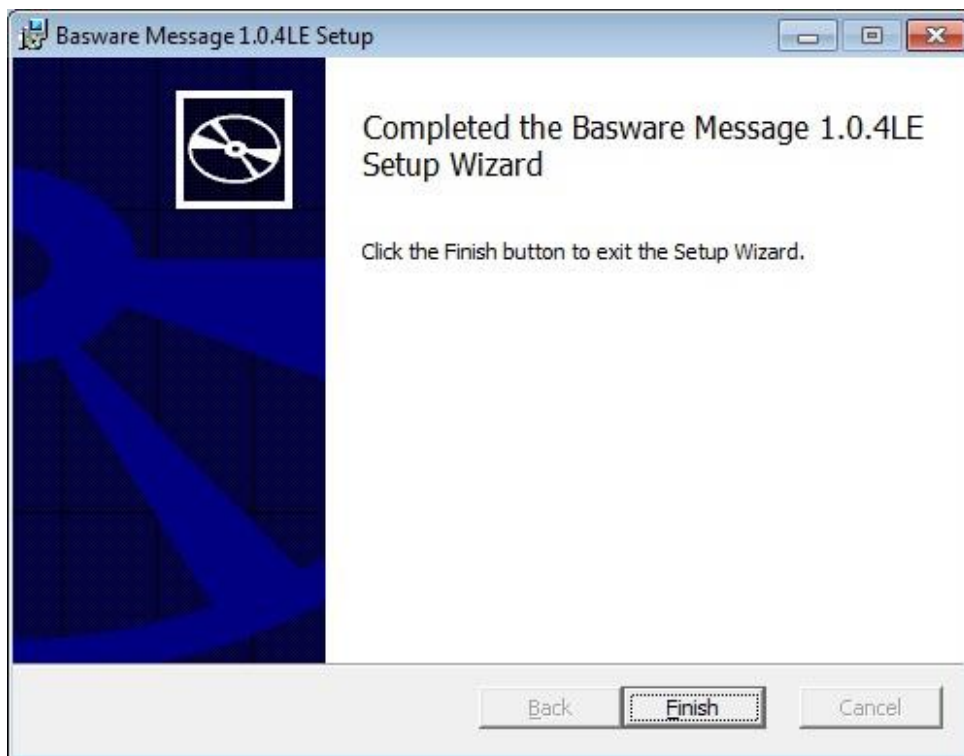
7. Please select and enable:

- The Basware Message Service so the program will always be running in the background
- If you will wish to use the virtual Basware Message Printer

Then press on Next.



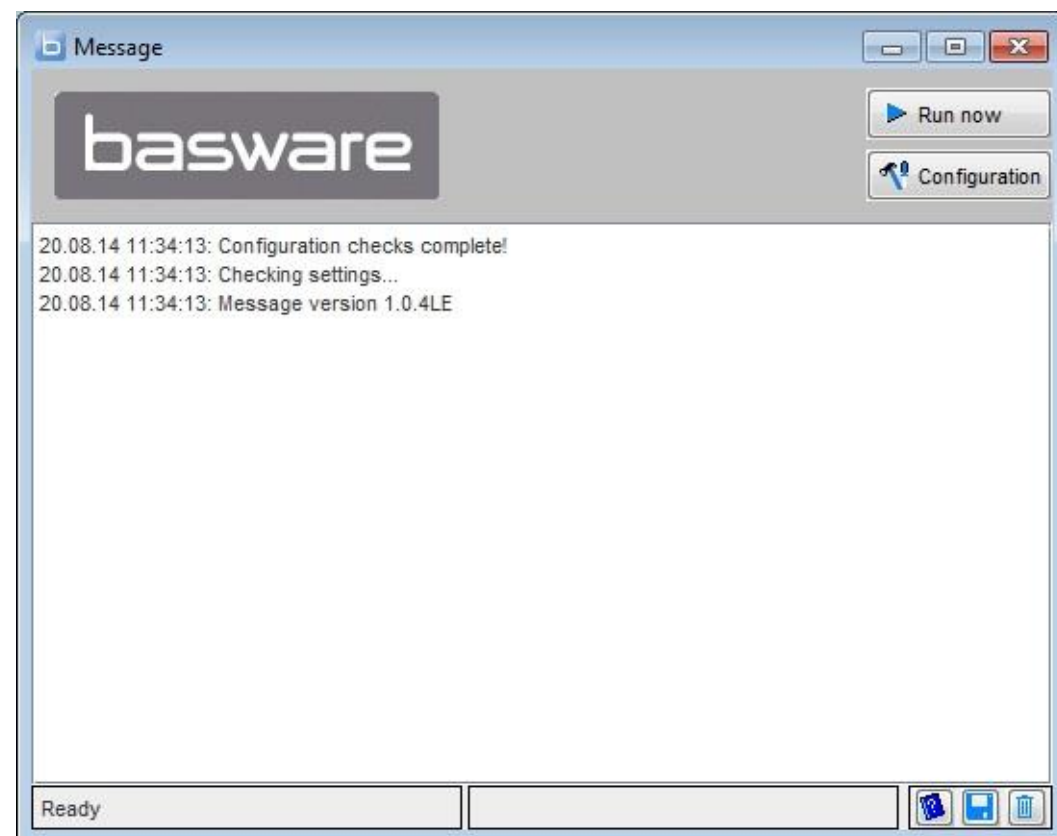
Then press Install and the installation will begin.



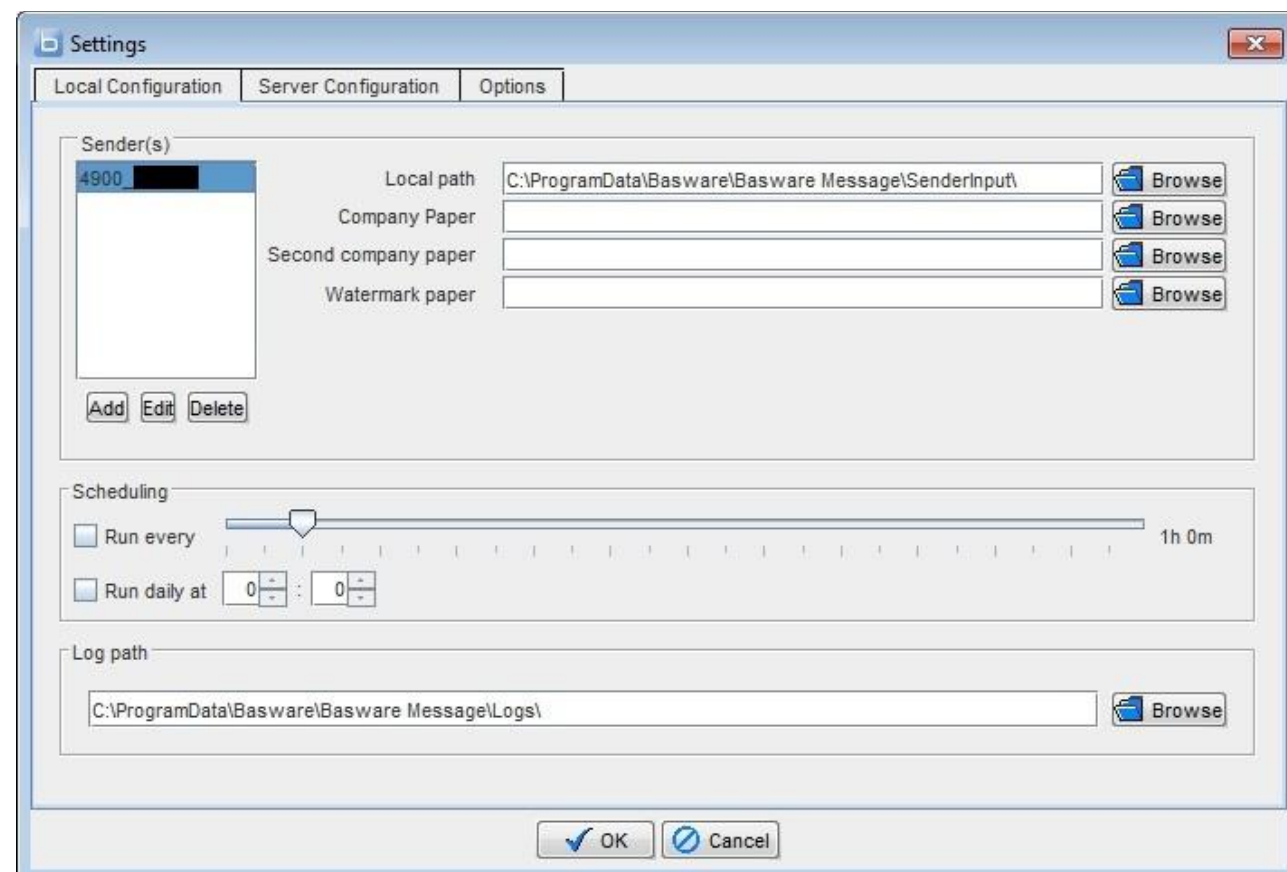
After a while the installation is finished, so press Finish



8.You can start the software now, there should be link on your desktop



This is the Program, please click on Configuration



The LE version already has a “local path” in it’s configuration. This is the directory in which you will insert your files later by manually moving them to this folder or by printing on the Basware Message printer if you selected the option to have it installed.

The files that are sent correctly will be deleted there afterwards!

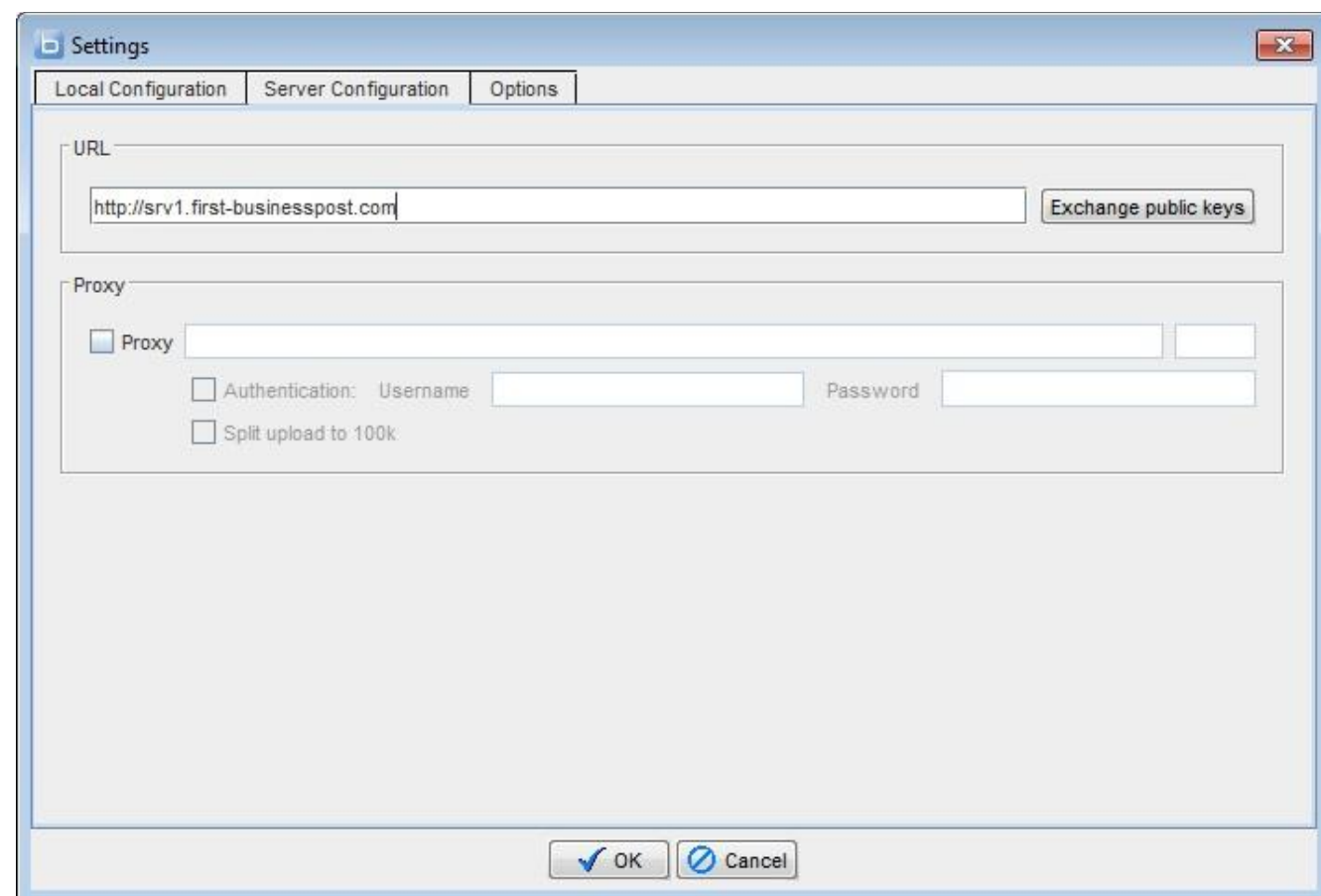
If you are printing invoices on pre-finished company papers you need to add a company paper in the path “Company paper”.

You will not need the path for “second company paper” or “watermark paper”.

9. Since you wished to install the Basware Message Service, in the section scheduling you will have 2 options:

- enable the program to send at a specific interval
- enable the program to send at a specific time each day

10. Go to the tab “Server Configuration”.



The screenshot shows a Windows-style dialog box titled "Settings". It has three tabs: "Local Configuration", "Server Configuration" (which is selected), and "Options". The "Server Configuration" tab contains two main sections. The first section is labeled "URL" and has a text input field containing "http://srv1.first-businesspost.com" and a button labeled "Exchange public keys". The second section is labeled "Proxy" and contains a checkbox labeled "Proxy" which is checked. Below this checkbox are two more checkboxes: "Authentication: Username" and "Split upload to 100k". The "Authentication: Username" checkbox is also checked, and it has a text input field for the username and a text input field for the password. At the bottom of the dialog box are two buttons: "OK" and "Cancel".

If you are using a Proxy, enter it here.

When ready, click on “Exchange public keys”.

If the connection is fine you will get a message “Key exchange completed!”

11.The last tab is “Options”.

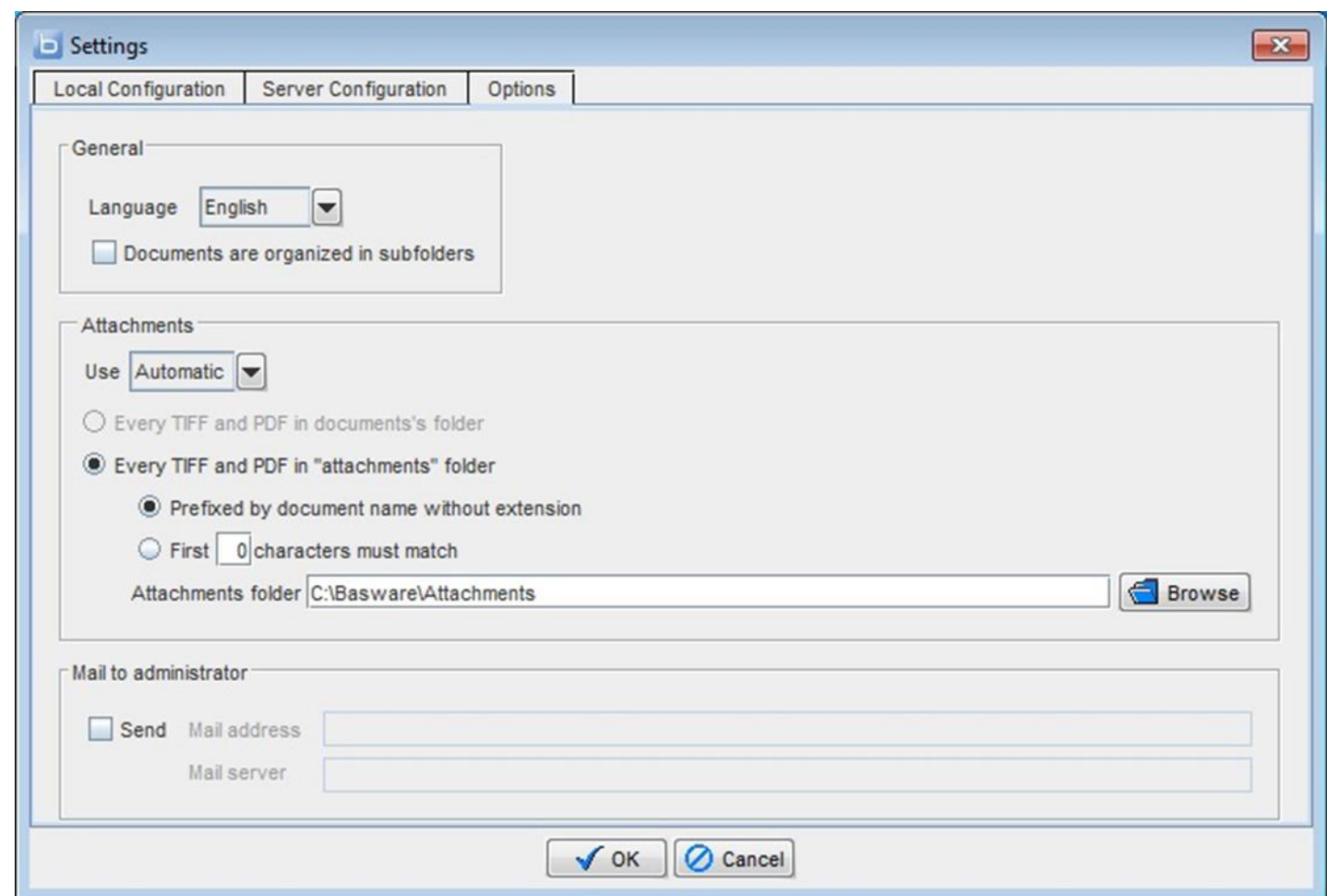
There you can change the language at any time.

Select “Attachments – Use – Automatic” when you are going to attach additional PDF-files to your invoice-files.

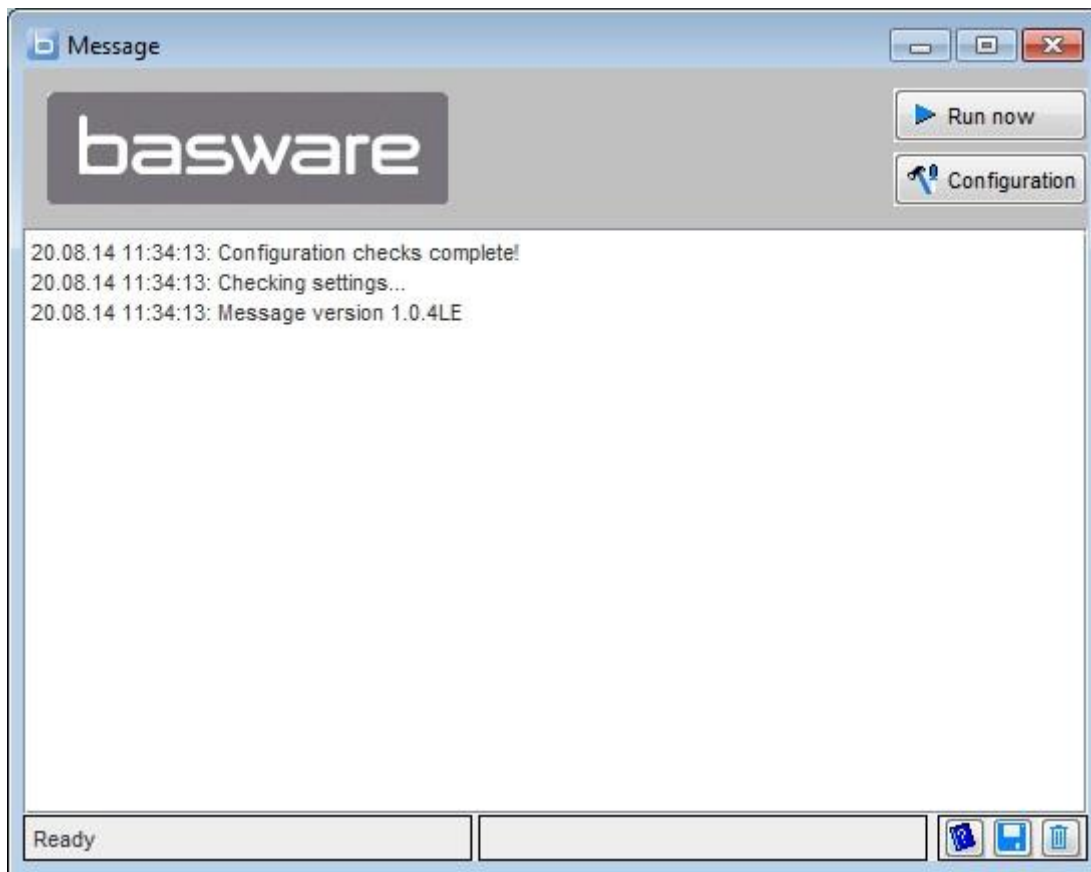
12.For sending attachments this way, you would need to create a new folder and insert it as Attachments folder.

Note: for automatic sending , Basware Message has to find and match each invoice and attachments .For this, the names of the files should be the same, at least for the first characters

When everything is finished, press OK



The screenshot shows the 'Settings' dialog box with the 'Options' tab selected. The 'General' section has a 'Language' dropdown set to 'English' and an unchecked checkbox for 'Documents are organized in subfolders'. The 'Attachments' section has a 'Use' dropdown set to 'Automatic', with radio buttons for 'Every TIFF and PDF in documents's folder' (unchecked) and 'Every TIFF and PDF in "attachments" folder' (checked). Under the checked option, there are two sub-options: 'Prefixed by document name without extension' (checked) and 'First 0 characters must match' (unchecked). The 'Attachments folder' text box contains 'C:\Basware\Attachments' and has a 'Browse' button next to it. The 'Mail to administrator' section has an unchecked 'Send' checkbox and empty text boxes for 'Mail address' and 'Mail server'. At the bottom are 'OK' and 'Cancel' buttons.



The installation is finished.

You will have to close the application and start the service.

Note: the service and application cannot be active at the same time.

13. For the configuration of the service press on the Windows-Button or do a search and type in “services.msc”



14. Right-Click on “Basware Message” and press on “Properties”

Services

File Action View Help

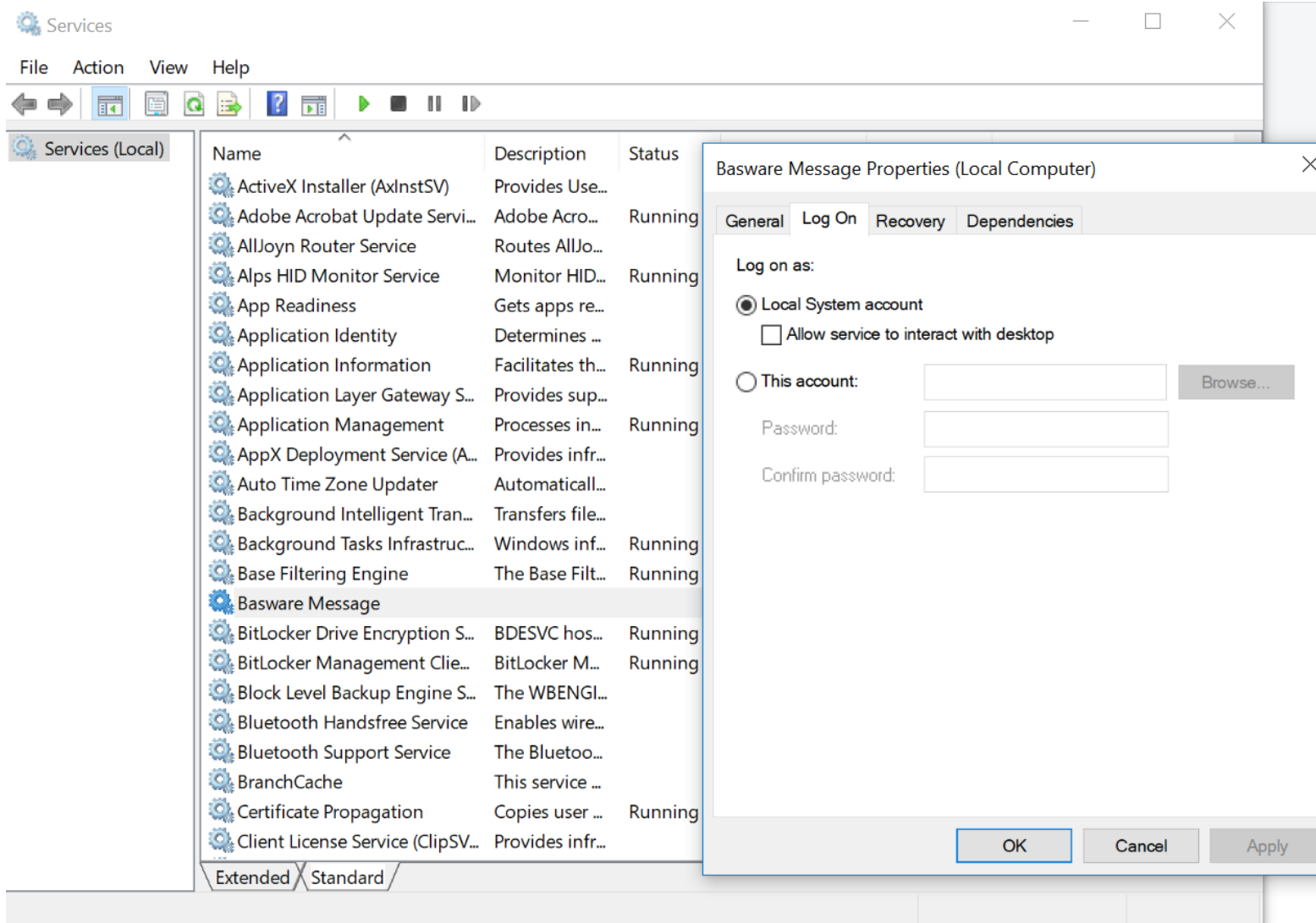
Services (Local)

Name	Description	Status	Startup Type	Log On As
ActiveX Installer (AxInstSV)	Provides Use...		Manual	Local System
Adobe Acrobat Update Servi...	Adobe Acro...	Running	Automatic	Local System
AllJoyn Router Service	Routes AllJo...		Manual (Trigg...	Local Service
Alps HID Monitor Service	Monitor HID...	Running	Automatic	Local System
App Readiness	Gets apps re...		Manual	Local System
Application Identity	Determines ...		Manual (Trigg...	Local Service
Application Information	Facilitates th...	Running	Manual (Trigg...	Local System
Application Layer Gateway S...	Provides sup...		Manual	Local Service
Application Management	Processes in...	Running	Manual	Local System
AppX Deployment Service (A...	Provides infr...		Manual	Local System
Auto Time Zone Updater	Automaticall...		Disabled	Local Service
Background Intelligent Tran...	Transfers file...		Manual	Local System
Background Tasks Infrastruc...	Windows inf...	Running	Automatic	Local System
Base Filtering Engine	The Base Filt...	Running	Automatic	Local Service
Basware Message			Automatic	Local System
BitLocker Drive Encryption S...	BDESVC hos...	Running	Manual (Trigg...	Local System
BitLocker Management Clie...	BitLocker M...	Running	Automatic (De...	Local System
Block Level Backup Engine S...	The WBENGL...		Manual	Local System
Bluetooth Handsfree Service	Enables wire...		Manual (Trigg...	Local Service
Bluetooth Support Service	The Bluetoo...		Manual (Trigg...	Local Service
BranchCache	This service ...		Manual	Network Se...
Certificate Propagation	Copies user ...	Running	Manual	Local System
Client License Service (ClipSV...	Provides infr...		Manual (Trigg...	Local System

Extended Standard

The function “Allow service to interact with desktop” must not be enabled.

If the Local System account does not have permission to read and write in every folder, please add your Administrator Account and start the service.



You can send your invoice-files now by copying them into your “local path” or by printing on the virtual printer .These will be picked up and sent automatically.