



DIGITAL

FORMATION

**Getting Started
Electronic File Distribution**

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Digital Formation Getting Started Booklet

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Introduction

This booklet provides instruction for getting up and running with **Digital Formation** software. The **Digital Formation** web site includes all the products currently offered by **Digital Formation**, and may be used by potential clients wishing to evaluate any of our products, and by clients for installing or upgrading a product.

All **Digital Formation** software is designed for Windows NT 4.0, Windows 2000, Windows XP, Windows 2003 and Windows Vista.

Contacting Digital Formation

If you have any questions, or have trouble installing or using our software packages, please do not hesitate to contact us. We may be reached at any of the following:

Sales and general information:

Sales@DigitalFormation.com

Info@DigitalFormation.com

Installation and product questions:

Support@DigitalFormation.com

Fax: 303-770-0432

Tel: 888-747-5372 (US & Canada only)
303-770-4235

On-line: www.DigitalFormation.com

Software Downloads

The software provided on our web site are each packaged into a single compressed file. You should download software electronically under all the following circumstances:

- You wish to install software for evaluation purposes.
- You are installing newly purchased software.
- You need to upgrade an existing installation.

The packages we provide electronically are all password protected to allow **Digital Formation** to keep an audit trail of the whereabouts of its software. To obtain a password for any package, you must contact **Digital Formation**. If you have downloaded this file to evaluate our products, please fill out and return the **Contact Information** sheet on the next page.

- Print this document, fill it out and fax it to **Digital Formation**. at 303-770-0432.
- E-mail **Digital Formation** at Sales@DigitalFormation.com with this document filled out as an attachment.
- Call **Digital Formation** to provide the information at 303-770-4235 (ask for Customer Support).
- Mail your completed form to **Digital Formation:**

Digital Formation, Inc.
999 18th St, Ste 2410
Denver, CO 80202 USA

Contact Information Form

Your Name: _____

Company: _____

Department: _____

Position: _____

Address: _____

City, State: _____, _____

Country, Zip/Postal Code: _____, _____

Tel: (_____) _____

Fax: (_____) _____

E-mail: _____

Company Web Site: _____

Archive File Downloaded – please specify exact file name(s): e.g. RIS-View_3p0.exe

How did you hear about **Digital Formation**:

What is your interest in **Digital Formation** software products:

Where did you receive this **Digital Formation** software:

WWW Site FTP Site Other (specify): _____

Please respond back to me via the following:

By fax By E-mail By telephone By mail

The Software

This section provides information on using and installing all the **Digital Formation** products. Please note that all information in this booklet regarding software security applies only to the *LESA*, *RIS-Info*, and *RIS-View* products.

Product Differences

There are three primary products offered by **Digital Formation**. A brief summary of each is provided below, just in case you do not know which application might be of interest.

LESA

LESA is our log analysis package. If you are looking for an application to perform standard petrophysical analyses to custom analysis procedures, *LESA* is the product to review. You may also generate depth plots, cross plots, histograms and numeric data listings. There are also features for numerically and visually editing curve data (shifting, rubberizing, etc.).

Esteem Module

This module of *LESA* provides a neural network curve generation tool. This tool can be used to create pseudo-logs where data is unavailable, fill in gaps for missing or unreliable data, and can be used to perform various types of categorization, such as rock typing.

Minerva Module

This module of *LESA* is a probabilistic log analysis tool. This tool can be used to perform a simultaneous solution to a series of linear equations.

Synthetica Module

This module of *LESA* can be used to create theoretical logs and synthetic seismograms. Theoretical logs are created using deterministic techniques and other log responses. These can be used to replace unreliable or missing data. The creation of synthetic seismograms including various predefined wavelets or a user input wavelet.

RIS-View

RIS-View is a simple single file data presentation tool. You may load a single data file, and present any type of digital data using predefined templates. You may also create custom depth presentations, including any raw or previously calculated information from other packages. If you need to present basic depth or time based information, using flexible graphic tools, *RIS-View* is a useful tool. Multiple files may be incorporated into a single presentation.

RIS-Info

RIS-Info is our top of the line presentation package. You may load multiple data files into a database to combine different types of data into a common presentation. You may also setup templates for adding annotations. Annotations can include lithology, geologic modifiers, engineering symbols, text and image displays. If you are looking to bring together data from

different sources, and would like the ability to annotate additional information into a single presentation, then you should take a look at *RIS-Info*.

EagleImage

All our products, as well as many other Windows applications, allow you to export or save to a metafile format. A metafile is vector image format (as opposed to a raster format – such as a bitmap or TIF file). A metafile is usually a more compact format for line type drawings (non-photograph images). There are two formats native to the Windows platform – the older Windows metafile (WMF) format, and the more modern and flexible Enhanced metafile (EMF) format.

Our three premier products offer an Enhanced metafile (EMF) print option for any output. *EagleImage* is a simple utility application for viewing and printing both WMF and EMF files. With this tool, you can generate images out of any of our premier products, and provide the images to client or colleagues. If they have *EagleImage*, they will be able to view and print these as continuous images on their own machines.

Product Documentation

All product documentation is provided electronically in **Adobe Portable Document Format** (PDF files). This format is an industry standard format for providing documentation in a composed format. The reference guide and any other documentation in PDF files will be installed with the software. To view these files, you must have the **Adobe Reader** installed (version 4.0 or higher), which you can download from the [Adobe web site](#).

If you wish to have a printed version of any part of the documentation, you may print it from the **Adobe Reader**. Please note that any reproduction of the documentation is for your own personal use only. You may not duplicate the documentation for distribution to anyone for any purpose without written approval of **Digital Formation**.

Hardware Requirements

The following are recommendations for the minimum hardware system required for the software.

- At least 256 MB of RAM for *RIS-Info*, *RIS-View* or *LESA* (1 GB strongly recommended).
- Approximately 90 MB of free hard disk space for *LESA*, 60 MB for *RIS-Info* or *RIS-View*. *EagleImage* requires about 4 MB of free hard disk space. Additional hard disk space required will depend on your data and optional installation components, including product documentation.

Software Requirements

The operating system and setup required are as follows.

- You must be running Microsoft Windows NT 4.0, Windows 2000, Windows XP, Windows 2003 or Windows Vista.
- If you are installing to a Windows NT, Windows 2000, Windows XP, Windows 2003 or Windows Vista machine, you must have Administrative privileges to setup the **Security Driver** (see the section on **Windows NT / 2000 / XP / 2003 / Vista Security**).
- If running Windows Vista, the main application must be **Run as an Administrator**.
- If you are installing to a Novell network drive, you must have access to reboot the system (see the section on **Novell Network Security**).

Installing Evaluation Software

If you are evaluating our software products, you may install the software packages for which you are interested. Once installed, each package will create its own folder under Program Files. From this group you can launch the program and view product documentation.

The installations for *LESA*, *RIS-View* and *RIS-Info* are all password encrypted. You must contact **Digital Formation** for these passwords, by filling out the **Contact Information Form** above, and returning it to us. Be sure to fill out this information completely to ensure a rapid reply to your request.

Our premier products use a software-licensing scheme, where encrypted codes are used to verify your product installation, and to configure authorized access to the product. Our utility packages (e.g. *EagleImage*), do not require any special licensing. All of the Security information below applies only to our premier packages.

If you are installing to a drive under Windows NT, Windows 2000, Windows XP, Windows 2003 or Windows Vista, the main products automatically install the **Security Driver**. This is required under these operating systems – even for evaluations, see the section below on **Windows NT / 2000 / XP / 2003 / Vista Security**. To succeed, you must have Administrator privileges, and write access to the Windows folder.

If you are installing to a Novell network drive, please read the section below on **Novell Network Security**.

Under Windows NT, Windows 2000, Windows XP, Windows 2003, Windows Vista or on a Novell network drive, if the security driver is not installed, or is installed improperly, you will get a **Network appears not to be servicing this directory** error message when you try to run the software.

When you launch the software, it should go into an automatic evaluation period. If for any reason it does not, it will give you an **Authorization Failure** error message when you attempt to run the software (you may get multiple warnings). If this happens to you, please contact **Digital Formation** – we will provide you with a manual evaluation period.

Installing Purchased Software for the First Time

If you have just purchased the software and are installing this to a new machine, you may proceed to install the software as described in the **Installing Evaluation Software** section above. When you run the software, it will go into the evaluation mode. If you have already gone through an evaluation period, you may get an **Authorization Failure** error message (you may get multiple warnings).

Once the evaluation period has expired, you will need to get an **Authorization Code** from **Digital Formation**. We will only provide this code to clients once we have received payment (or proof of payment from a reseller). To get your **Authorization Code**, you will need to provide us with a **Site Code**. There are two possibilities:

1. If the product goes into an evaluation mode the program will open when you try to launch it. Once running, you can go to the **Options** menu (or **Tools** for *LESA*) and select the **Security** option. This will bring up the **Security Dialog**, and you may proceed as described below.
2. If the product has already gone through an evaluation, or fails to start an evaluation period, you will get an **Authorization Failure** error message (you may get multiple warnings). Select OK to the warnings, and you will be taken to the **Security Dialog** immediately.

If you cannot get to the **Security Dialog** through one of the above methods, you will not be able to get a **Site Code**. If you are running under Windows NT, Windows 2000, Windows XP, Windows 2003, Windows Vista or Novell, make sure the **Security Driver** has been installed properly – as described in **Installing Evaluation Software** above or the **Windows NT / 2000 / XP / 2003 / Vista Security** and **Novell Security** sections below.

From the **Security Dialog**, select the **Authorize** button - this will provide you with a **Site Code**. You can use the **Send as E-mail** button to immediately compose a message to us to receive your **Authorization Code**. Alternatively, you may cut and paste the **Site Code** into a fax to **Digital Formation**. If you are writing down the **Site Code** or **Authorization Code**, please note that the code is made up of the numbers 0-9 and the letters A-F only. The code is not case sensitive, and spaces in the code do not matter, but make it easier to read.

Once we receive the **Site Code** and have verified your purchase, we will provide you with an **Authorization Code** to be entered in the same dialog. While you are waiting for us to respond, you may safely shutdown the software or continue working in the evaluation mode. The **Site**

Code will not change until we have authorized the software (subject to the **License Restrictions** outlined below).

Once a **Site Code** and corresponding **Authorization Code** have been entered into a product, they have no further meaning. The codes are only valid the one time, and only on the machine that produced the original **Site Code**. There is no need for you to keep these numbers for future reference.

Installing Software over a Previous Version

If you already have a version of the software installed on your system, you may download a software package to upgrade your existing software. Simply go through a normal installation procedure as outlined above in the **Installing Evaluation Software** section. When prompted for the location of the installation, be sure to select the same location into which you previously installed the software.

Your software license will be preserved – you will not have to re-authorize the software.

License Restrictions

Each package has a topic in the on-line help and in the reference guides covering security issues (search the help on **Security**). Once you have authorized your software, you should read this topic carefully. This describes how to move your license to other machines should you need to.

This topic also covers important information on how you could possibly lose your license. In particular, some disk defragmentation software will move the license software (e.g. **Norton SpeedDisk** is problematic). Another important note is that you cannot simply move the software once installed –this includes moving it to a different folder on your system.

The help topics describe how you can avoid these problems, and we strongly recommend you familiarize yourself with these topics to avoid future frustrations.

Removing Installed Software

All **Digital Formation** software will install the necessary software removal code for Windows. If you need to remove an installed package for any reason, go to the **Control Panel**. Select the **Add/Remove Software** option, and locate the package in the list of installed software. Selecting this option will completely remove the software – there is no partial removal option. Most folders will also be removed for you. However, files and folders created after the software was installed will not be removed for you. You will have to manually remove these.

Special Considerations

Windows NT / 2000 / XP / 2003 / Vista Security

Under these operating systems, a **Security Driver** will be installed during the normal application installation. To succeed, you must have Administrator privileges during the installation process, and write access to the Windows folder. If this fails, you will get a **Network appears not to be servicing this directory** error when you try to launch the application.

If this does not install properly, or you need to install this manually, please contact Technical Support at Support@DigitalFormation.com.

Note: All users of the software must have Read/Write permissions to the Bin folder under the main application folder (e.g. "C:\Program Files\RIS-View\Bin").

Novell Network Security

Installing and running **Digital Formation** software to a Novell network requires an NLM to be loaded on the Novell server. If your IS department will not allow new NLM's to be loaded, you can still run the software from the local PC, and share that version across the network. Network setup information is available in the NETWORK.TXT file in the "C:\Program Files\product_name\Bin\Network" folder.

To allow the software to run from a Novell drive, the CKSERVER.NLM must be loaded on the Novell server (you must have Administrator privileges). This driver is self-configuring to allow the software security to function, however the server will need to be rebooted after installing the NLM to properly initialize the server for software licensing.

Client/Server Setup

This allows a single server site to be updated to update all attached clients, instead of upgrading multiple sites. To perform a Client/Server setup, begin by preparing the server. This procedure will differ depending on your environment. The procedure is a little more complex if you are running Novell. Also, note that for all the procedures outline below, all users must have Write permission for the server **Bin** folder (e.g. "\\Server\Drive\Program Files\RIS-View\Bin").

Installing the Server under Windows

This should be done on the server machine itself, not across a network. Use the standard installation procedure for installing the package as outlined in the **Installing Software for the First Time** section above. Once installed, you should also get your software authorized. When requesting your **Authorization Code**, be sure to indicate you are setting up a server license. You may then proceed to **Connecting Clients to a Server**.

Installing the Server under Novell

Since you cannot install software and perform licensing directly on a Novell drive, the installation of the software must be done over the network. Once the NLM is properly loaded to allow software licensing to occur (see the **Novell Network Security** section above), you may use our *License Key Manager* application (**KeyMan.exe**) to perform the software licensing on the

Novell drive. **KeyMan.exe** is installed to the "C:\Program Files\product_name\Bin" directory, and may be run from the same PC as you used for installing the software. In the *License Key Manager*, select the **Product** button, and select the **Core32xx.bin** file, where "xx" is replaced with "RI" for *RIS-Info*, "RV" for *RIS-View*, or "LA" for *LESA*. Then select the **Authorize** button, which takes you to the same dialog as listed in the **Installing Software for the First Time** section, and allows the same functionality. When requesting your **Authorization Code**, be sure to indicate you are setting up a server license.

To connect client PC's to the Novell server installation, proceed to **Connecting Clients to a Server**. The Client will use the licensing available from the server.

Connecting Clients to a Server

Once the server has been setup, you may connect from any client machine by launching the main executable directly on the server (e.g. "\\Server\Drive\Program Files\LESA\LESA32.exe"). This will verify that there is an available license for the product, and run the application. If there are already too many users, you will be denied access. You must wait for someone else to quit the application before you will be able to launch the application. Note that the default preferences will be loaded into the user's local folder under **Documents & Settings** (e.g. C:\Documents and Settings\UserName\Application Data\Digital Formation\product_name).

Network License Administration Kit (NLAK)

The NLAK may be installed by selecting the **Server Installation** option during the software installation process, and provides various tools to help administer Client/Server installations. This includes all system files that are required on the Client machines for the software to run. These files can be installed automatically when a client first attaches to a Server installation, or can be installed using any other method required by the network administrator (to overcome any permission issues). See the NLAK Read Me file for details (installed by the NLAK).

This installation will also copy XML files which contain the default preferences that will be loaded on each client. Note that all clients should attach to the software using the same path (e.g. "\\Server\Drive\Program Files\LESA"). These XML files will be modified during a server installation to reflect this path prior to any Clients attempting to run the software.