Group Calendar for Domino

Quick install manual

Version 11.2.x

OnTime is a registered community trademark (#004918124). The trademark is registered with the Trademarks and Designs Registration Office of the European Union.
OnTime is a registered Japanese trademark (#5569584). The trademark is registered with the Japan Patent Office

© IntraVision ApS,

IntraVision

Table of Contents

Table of Contents **2**

About OnTime® **3**

Preparing the new OnTime installation **4**

System requirements 4

Web Desktop interface – Supported internet browsers *5*

Web Mobile add-on requirements *5*

Prerequisites **6**

Install or Upgrade OnTime **6**

Install *10*

Upgrade *11*

OnTime Configuration **15**

License key 16

Implementing Clients **19**

OnTime Web Desktop 19

Example URL: *19*

OnTime Web Mobile 20

Installation procedure *20*

About OnTime®

This ‘quick install guide’ describes the fewest possible steps to make the OnTime Group Calendar available for web and mobile users.

OnTime® Group Calendar provides your organisation with an overview of where people are, what they are doing right now, and what they will be doing in the future. Further, OnTime provides you with a rich graphical interface, simple access, and unmatched server compatibility.

OnTime is configured and administrated through a set of Notes databases and a server task which allows for almost real-time updates. Updates of the group calendar are triggered when a user creates an entry, updates an entry, deletes an entry, receives an invitation, or updates their personal calendar preferences in the personal Domino calendar.

This Quick Install guide is the fast track to installing or upgrading OnTime. The guide works for both the Freemium version and the Premium version. The guide is primarily targeted at single server installs.

For a full overview of features, see the section ‘Compare features’, at https://www.ontimesuite.com

You will find all the OnTime manuals at https://www.ontimesuite.com

Preparing the new OnTime installation

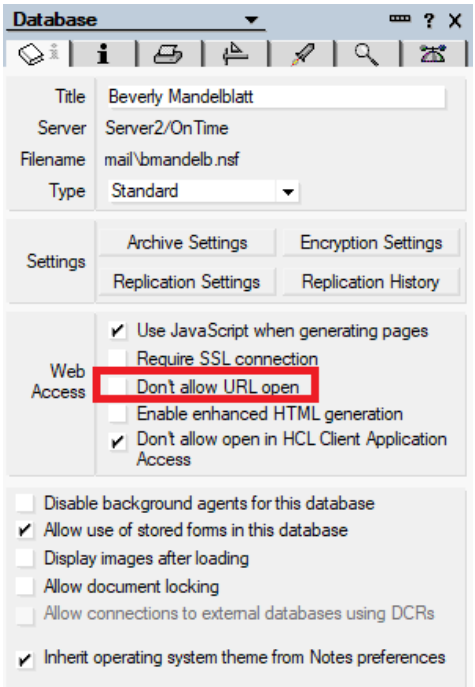
System requirements

The OnTime Freemium installation is supported on Domino server(s) on Windows and Linux. Synchronising with mail servers on Domino supported operating systems.

	Domino 9.0.1 FP 10 (minimum)	Domino 10 (all versions)	Domino 11 (all versions)	Domino 12 (all versions)	Domino 14 (all versions)
Windows	Supported	Supported	Supported	Supported	Supported
Linux	Supported	Supported	Supported	Supported	Supported

Please note that we recommend using the most current version of Domino.

- OnTime requires the http task to run
- The Domino mail servers from which OnTime collects and synchronises data can be any of the Domino supported operating systems. OnTime supports Domino version 9.x or higher on the mail servers.
- To support Mime conversion from the Notes mail body text, we do not allow the Notes mail database property setting 'Don't allow URL open' checked.



Web Desktop interface – Supported internet browsers

Due to the increased rate at which vendors are now releasing new versions of their browsers, support for browser updates will only be maintained for the most recent shipping release of OnTime. Product testing on new browser versions will continue at periodic intervals which may or may not align with the browser vendor's release schedule. Should a problem be found when using a browser update with the most recent release of OnTime, we will make every effort to resolve the issue. To expedite this resolution, we recommend that you contact the browser vendor as well as IntraVision Support about the situation.

For the desktop user - the following browsers are supported:
Please refer to **OnTime Web Desktop**

	Chrome (Latest)	Safari (Latest)	Firefox (Latest)	Edge Chromium (Latest)	Internet Explorer 11 (Latest)
Windows	Supported	N/A	Supported	Supported	Not supported
macOS	Supported	Supported	Supported	Supported	N/A

Web Mobile add-on requirements

The OnTime Web Mobile add-on is a web app which uses a browser on the device. Due to the increased rate at which vendors are now releasing new versions of their mobile browsers, support for mobile browser updates will only be maintained for the most recent shipping release of OnTime. OnTime product testing on new mobile browser versions will continue at periodic intervals which may or may not align with the browser vendor's release schedule. Should a problem be found when using a browser update with the most recent release of OnTime, we will make every effort to resolve the issue. To expedite this resolution, we recommend that you contact the browser vendor as well as IntraVision Support about the situation.

Please refer to **OnTime Web Mobile**
For the mobile user - the following browsers are supported:

	Chrome (Latest)	Safari (Latest)
Android (8 and later)	Supported	
iOS (13.6 and later)	Supported	Supported

OnTime Web Mobile app add-on has the following specific requirements.

- A Smartphone with touch gestures
- JavaScript enabled
- Cookies enabled

Prerequisites

The process of installing OnTime requires access to a Domino server as a Notes Administrator.

Note about upgrade:

The upgrade process using the “Installer” database is only supported with the filename “ontimegc.nsf” for the OnTime Config database.

‘

Install or Upgrade OnTime

Download the zipped file with OnTime for Domino from:

For a trial version go to:
https://www.ontimesuite.com

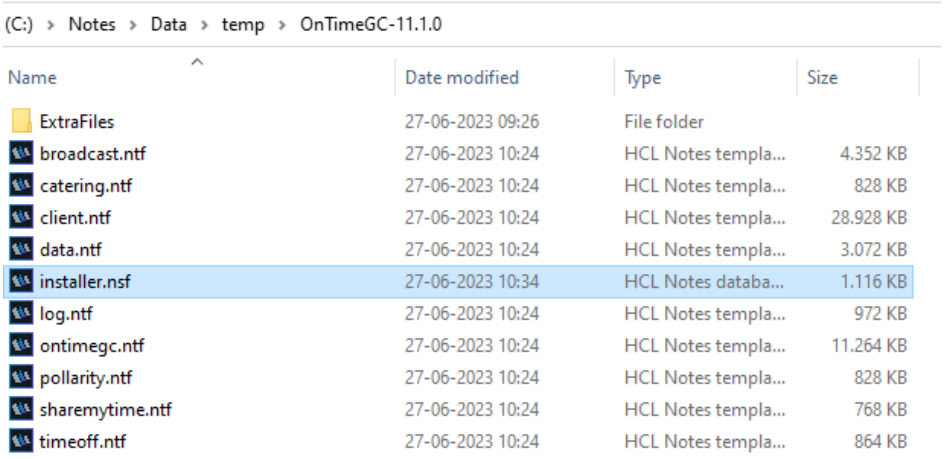
For a Freemium version go to:
https://www.ontimesuite.com

For a version to upgrade your existing Premium version
https://www.ontimesuite.com

Move the zip-file to a new 'temp' directory inside your Notes client's data directory.
Example: C:\notes\data\temp

Note: The installation is not supported with the 'Notes client' for macOS.

Extract the zip-file:



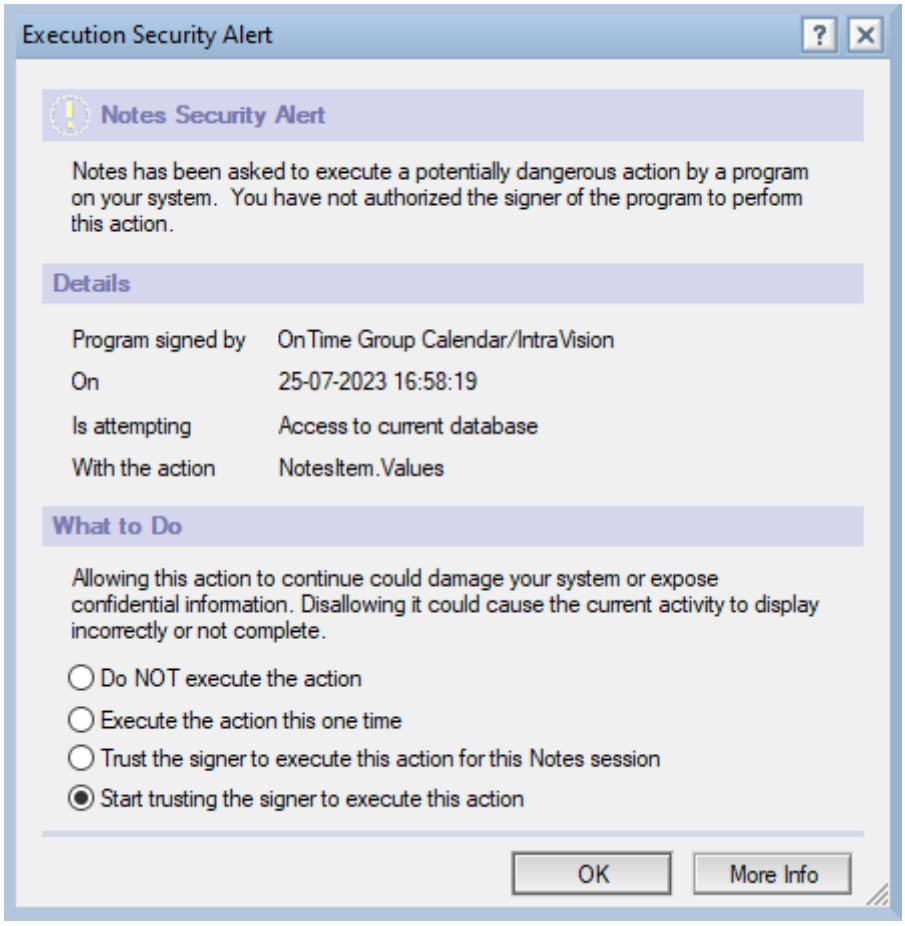
Note: If you intend an upgrade of OnTime – the database filenames of your environment should reflect the filenames of the templates shown above.

Example: The filename of the client database should be 'client.nsf'.

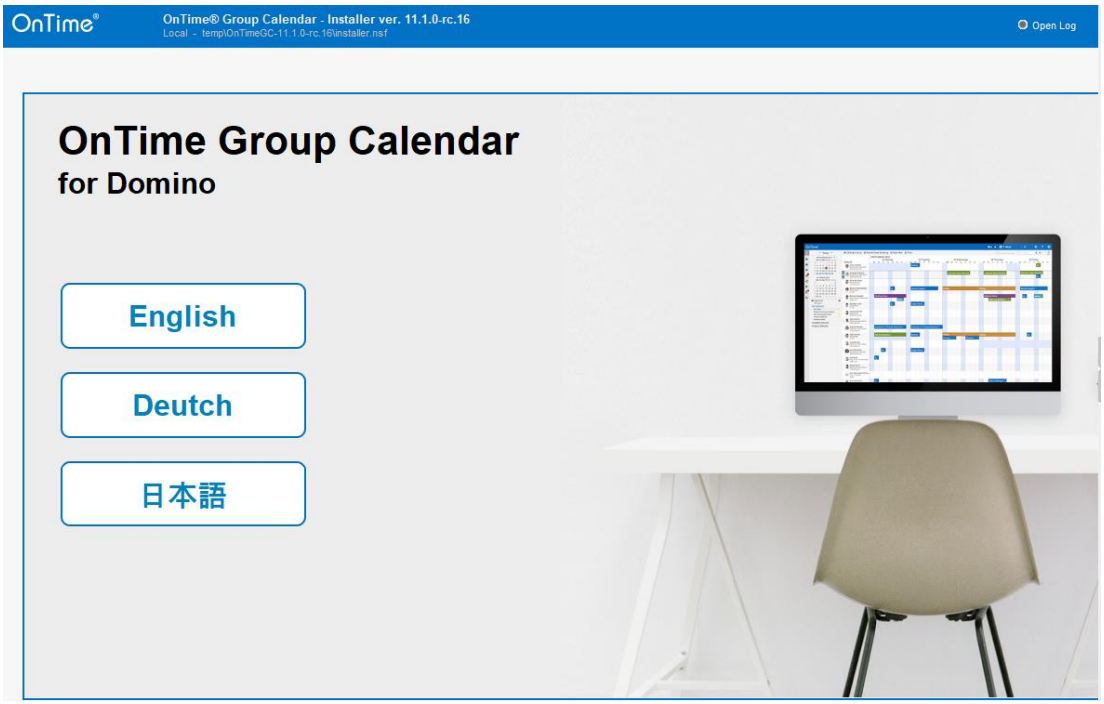
Open the Notes database 'installer.nsf' in your Notes client.
The 'installer.nsf' is signed by the OnTime developer, and in a new installation you will experience 'Execution Security Alerts' in your Notes client.

Please choose 'Start trusting the signer to execute this action' – and click 'OK'.

The alert will come several times. Choose 'Start trusting...' for each design element.

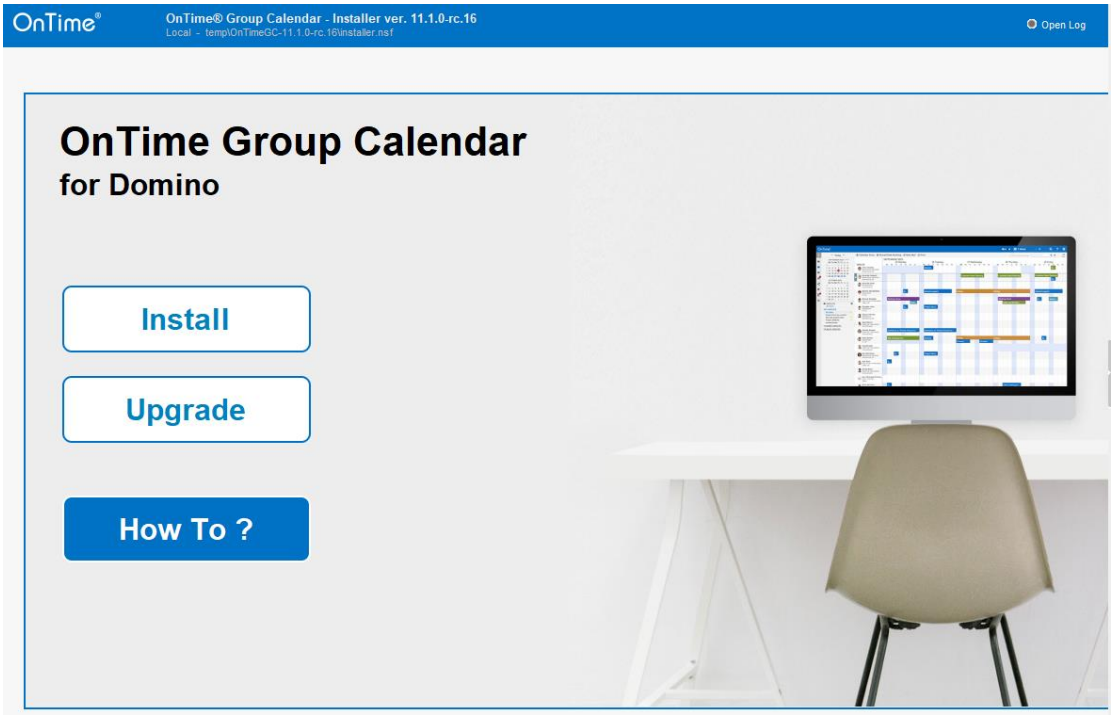

Execution Security Alert
Notes Security Alert
Notes has been asked to execute a potentially dangerous action by a program on your system. You have not authorized the signer of the program to perform this action.
Details
Program signed by
OnTime Group Calendar/IntraVision
On
25-07-2023 16:58:19
Is attempting
Access to current database
With the action
NotesItem.Values
What to Do
Allowing this action to continue could damage your system or expose confidential information. Disallowing it could cause the current activity to display incorrectly or not complete.
Do NOT execute the action
Execute the action this one time
Trust the signer to execute this action for this Notes session
Start trusting the signer to execute this action
OK
More Info

Next you will see the Welcome screen of the installer:



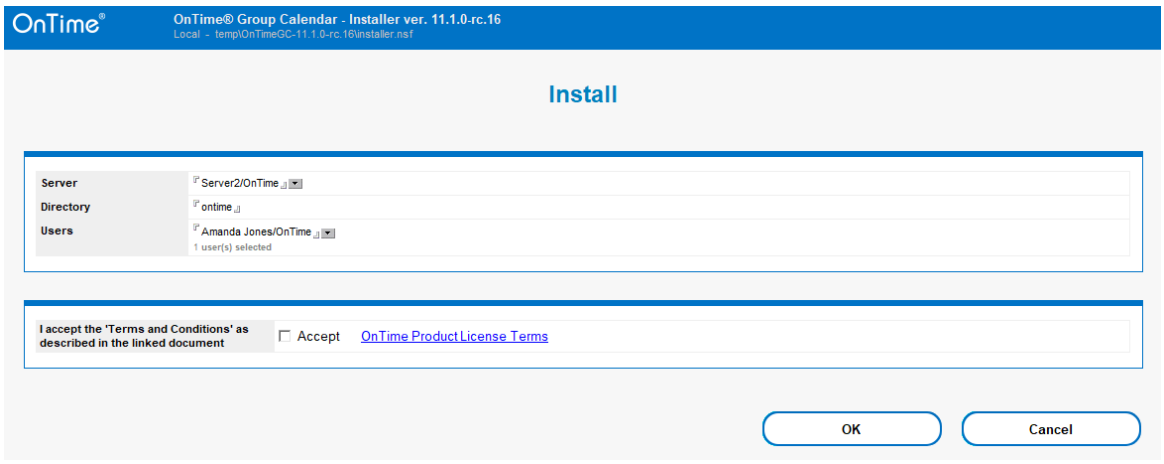
Click your preferred language.

Choose ‘Install’ – or ‘Upgrade’ in case you already have a running version of OnTime.



Install

For a new installation of OnTime click ‘Install’.



The server field will automatically show your ‘Home/mail server’ from you Notes location document. You may choose another server for your OnTime server from the servers Name & Address book.

The directory field shows the default installation directory, ‘ontime’ for the OnTime files – it may be changed.

The users field reflects your username.

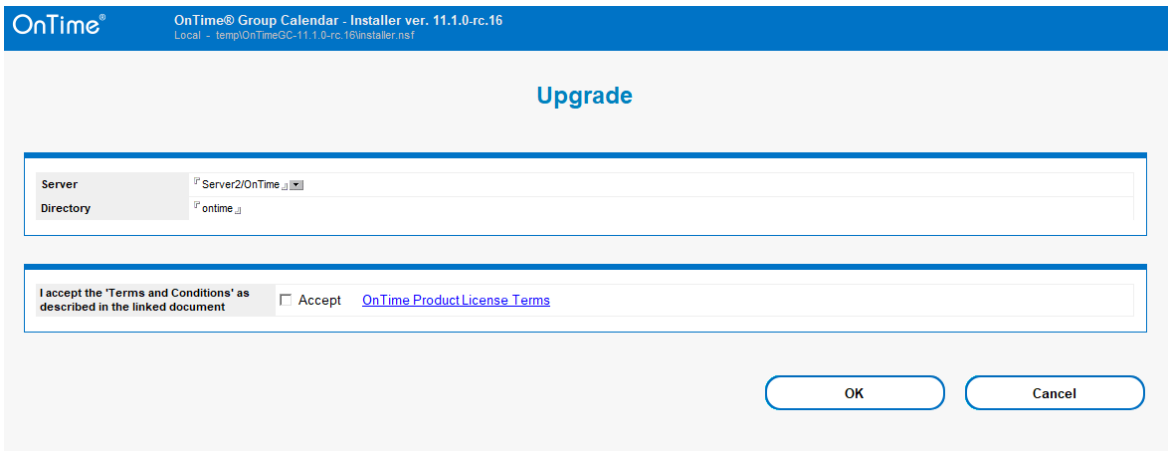
Accept the ‘Terms and Conditions’.

Click ‘Install’ is to start a new installation – or click ‘Upgrade’ to upgrade an existing installation of OnTime. Click ‘OK’.

The OnTime templates will be replicated to your OnTime server, the templates will get signed for operation on the server, the OnTime databases will be created from the templates, the OnTime server task and servlet will be installed.

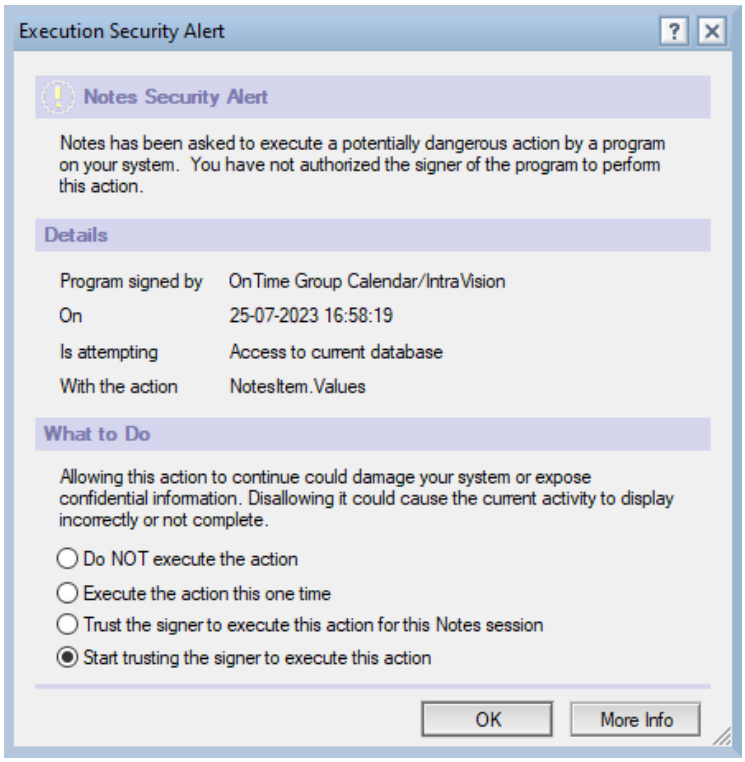
Upgrade

To upgrade an existing installation of OnTime, click ‘Upgrade’.

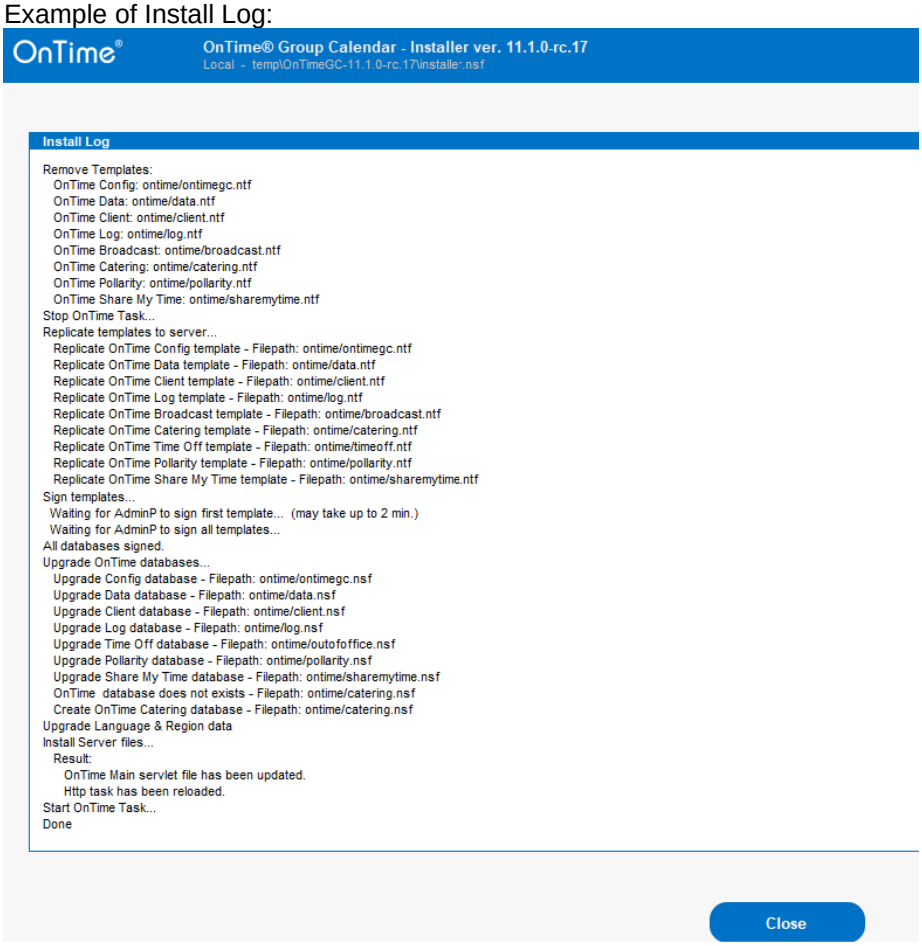


Click ‘OK’ to initiate an upgrade of OnTime.

If you meet Execution Security Alerts in the Notes client, please click ‘Start trusting the signer’ and ‘OK’.



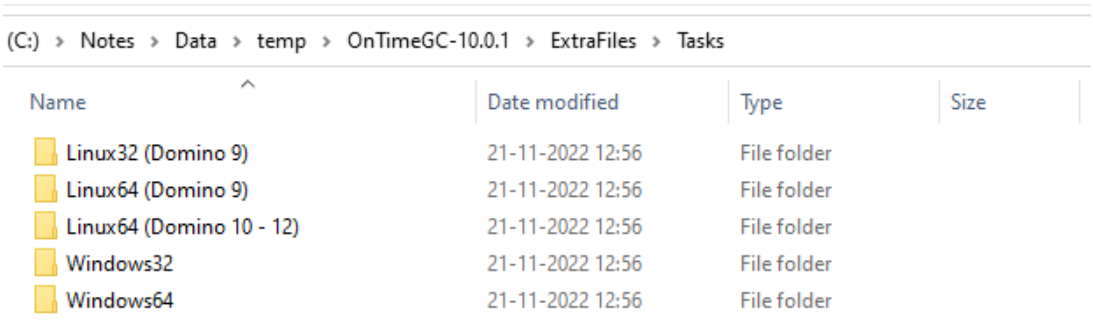
Example of Install Log:



Click ‘Close’

Note: When running Domino on Linux, there are a few manual steps with the OnTime server task:

1. Copy the OnTime task for Linux, ‘ontimegc’ from the installation files /ExtraFiles/Tasks to the Domino servers program directory.
2. Ensure the tasks’ operation in Linux.
   Run as owner or root ‘chmod 755 ontimegc’ (-rwxr-xr-x)
3. Load the task in the Domino console - ‘load ontimegc’.
4. Add ‘ontimegc’ to the line ‘Servertasks’ in ‘notes.ini’



Example of the ‘Install log’ from installing OnTime on a Windows server is seen below:

Install Log

```
Replicate templates to server...
  Replicate OnTime Config template - Filepath: ontime/ontimegc.ntf
  Replicate OnTime Data template - Filepath: ontime/data.ntf
  Replicate OnTime Client template - Filepath: ontime/client.ntf
  Replicate OnTime Log template - Filepath: ontime/log.ntf
  Replicate OnTime Broadcast template - Filepath: ontime/broadcast.ntf
  Replicate OnTime Catering template - Filepath: ontime/catering.ntf
  Replicate OnTime Out of Office template - Filepath: ontime/outofoffice.ntf
  Replicate OnTime Pollarity template - Filepath: ontime/pollarity.ntf
Verify template signatures...
  OnTime Config: ontime/ontimegc.ntf
Sign templates...
Waiting for AdminP to sign first template... (may take up to 2 min.)
Waiting for AdminP to sign all templates...
All databases signed.
Create databases...
  Create OnTime Config database - Filepath: ontime/ontimegc.nsf
  Create OnTime Data database - Filepath: ontime/data.nsf
  Create OnTime Client database - Filepath: ontime/client.nsf
  Create OnTime Log database - Filepath: ontime/log.nsf
Set Configuration documents...
  Global Settings document saved
  Server Settings document saved
  Data database reference document saved
  Client database reference document saved
  Log database reference document saved
Install Server files...
  Result:
    OnTimeGC has been installed
    Notes.ini updated
    OnTimeGC has been started
    OnTime Main servlet file has been installed.
    Servlet 'Class path' updated in Domino Directory.
    Directory Server Document updated.
    servlets.properties file updated.
    OnTime NotoSans-Regular font file has been installed.
    OnTime NotoSansCJKjp-Regular font file has been installed.
    Http task has been reloaded.
Done
```

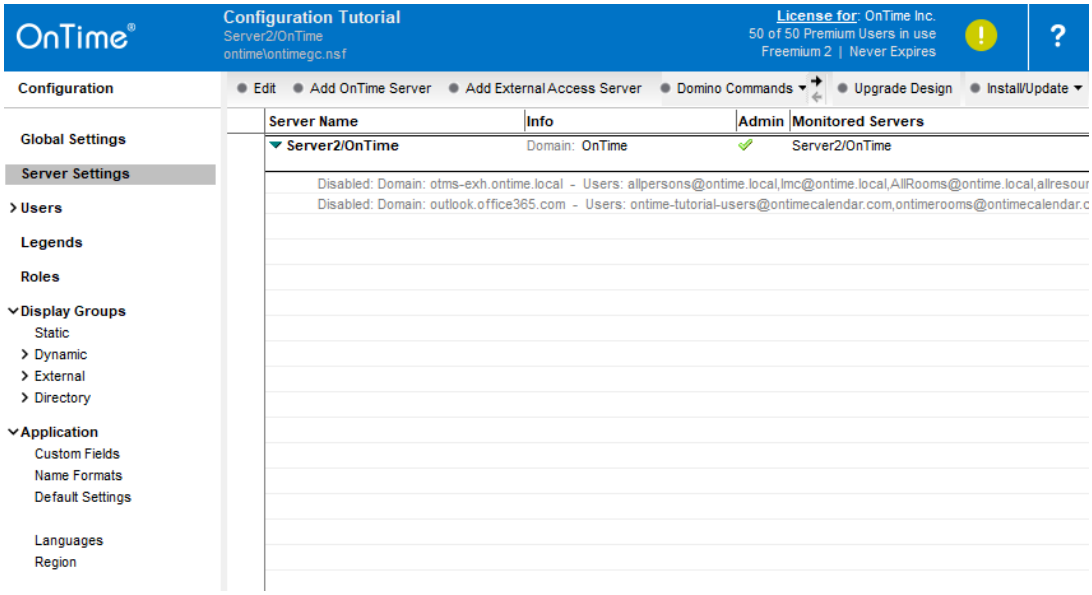
When ‘Done’, close the ‘installer.nsf’ database.

Further configuration of OnTime is done by opening the config database ‘ontimegc.nsf’ at your OnTime server.

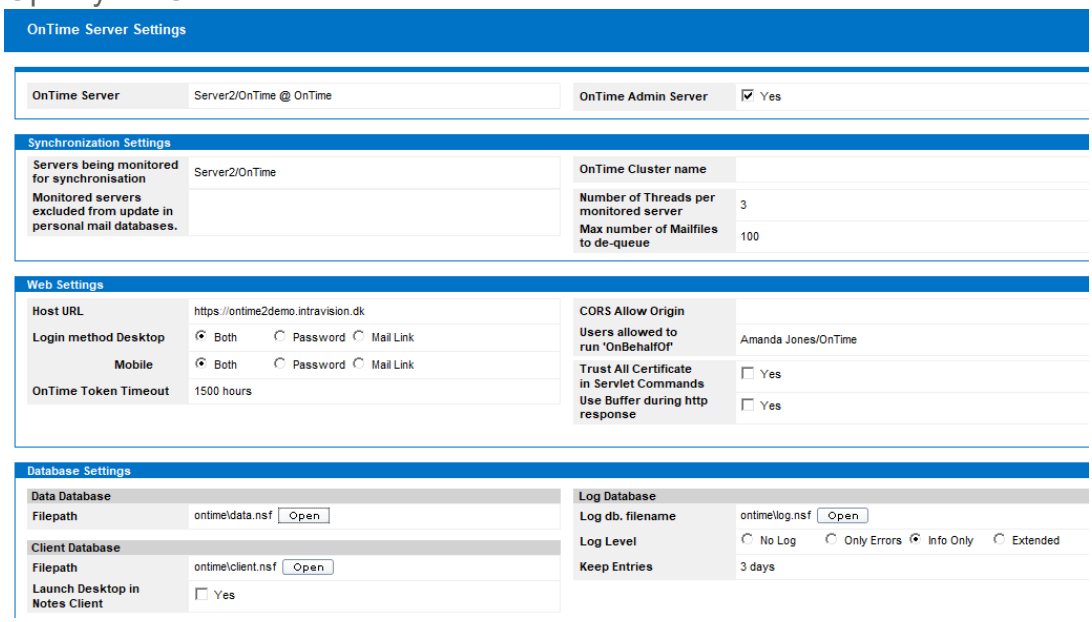
OnTime Configuration

Open the database, ‘ontimegc.nsf’ at your OnTime server.

Click ‘Server Settings’.



Open your OnTime server’s document.



Check your ‘Host URL’ in ‘Web Settings’. The ‘Host URL’ is used for web and mobile client access.

Note: Details of the OnTime Configuration may be obtained from the main OnTime manual, **‘OnTime Group Calendar for Domino – Installation Manual’.**

License key

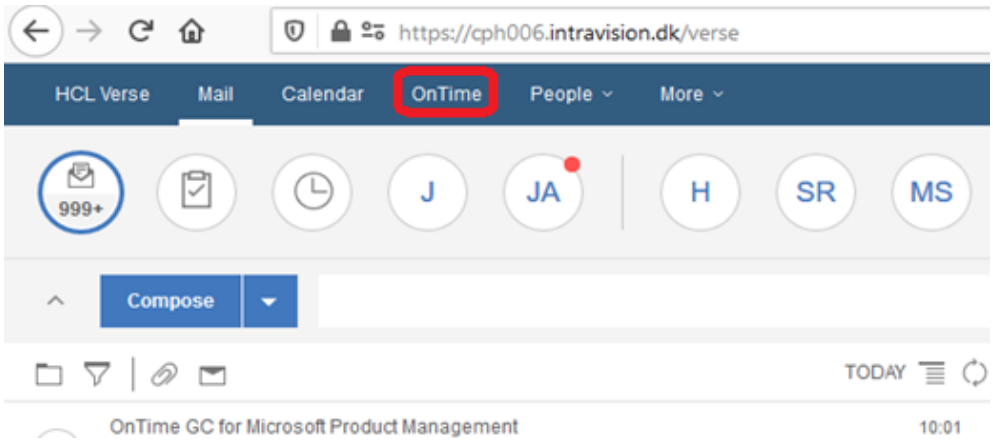
Freemium Level 1 – with up to 25 users – works without a license
Freemium Level 2 – with up to 50 users - needs a licence, registration is required
Premium License – needs a license.

A license key for OnTime Mobile can be obtained from your preferred OnTime® business partner. A list of OnTime® Business partners is available at https://www.ontimesuite.com

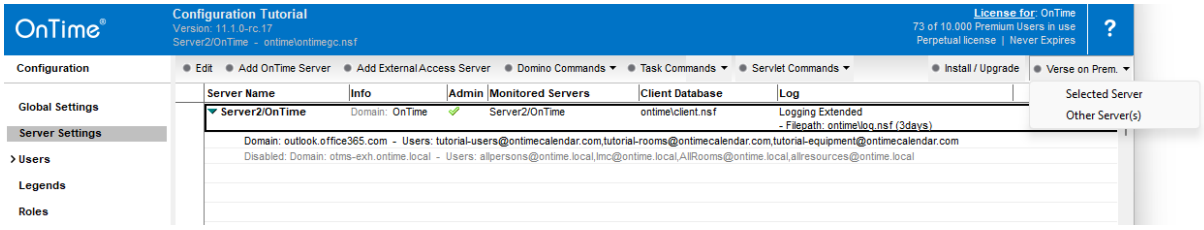
The license key is entered by clicking the label ‘License for’ in upper right corner of the ‘Server Settings’ view of the ‘ontimegc.nsf database.

Verse Configuration

If you have installed Verse on your Domino mail server, you may install the OnTime Verse extension and have access to the OnTime Calendar in the menu line of the Verse client.



The Verse extension is installed from the [**Install/Update – Verse on Prem**] button.



If your OnTime server has 'Verse for Domino' installed you choose 'Selected Server', the button installs a file ‘applications.json’ in the directory \Domino\data\vop\ per default.

The file, 'applications.json' has a reference to the OnTime server.

If your OnTime server is monitoring more mail servers, you choose 'Other Server(s) – you will be prompted for a directory in your local filesystem where the file 'applications.json' will be saved.

Afterwards you will have to copy this file to the Domino mail servers where 'Verse for Domino' are installed. Per default, the file 'applications.json' should be copied to the directory \Domino\data\vop\.

The \vop directory may be customised by a parameter in the ‘notes.ini’ file of the Domino server –

Example:

VOP_Extensibility_Applications_Json_FilePath=D:\example\applications.json

Implementing Clients

OnTime Web Desktop

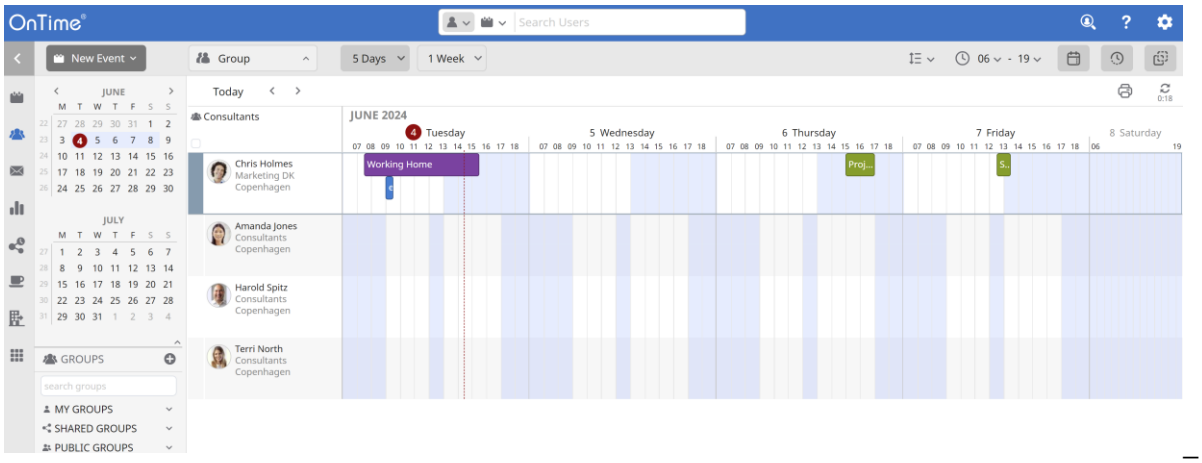
OnTime Web Desktop can be accessed from your preferred internet browser.
A supported browsers list is available in the section:

Web Desktop interface – Supported internet browsers.

Check the URL for web access in your Server Settings document.

Example URL:

https://demo.ontimesuite.com/ontime/client.nsf/desktop



OnTime Web Mobile

OnTime Group Calendar Web Mobile is a calendar client compatible with mobile devices running browsers supporting JavaScript and a minimum logical width of 320 pixels.

Note: This feature requires a separate license – a Freemium Level 2 key or an add-on to a Premium license.

Installation procedure

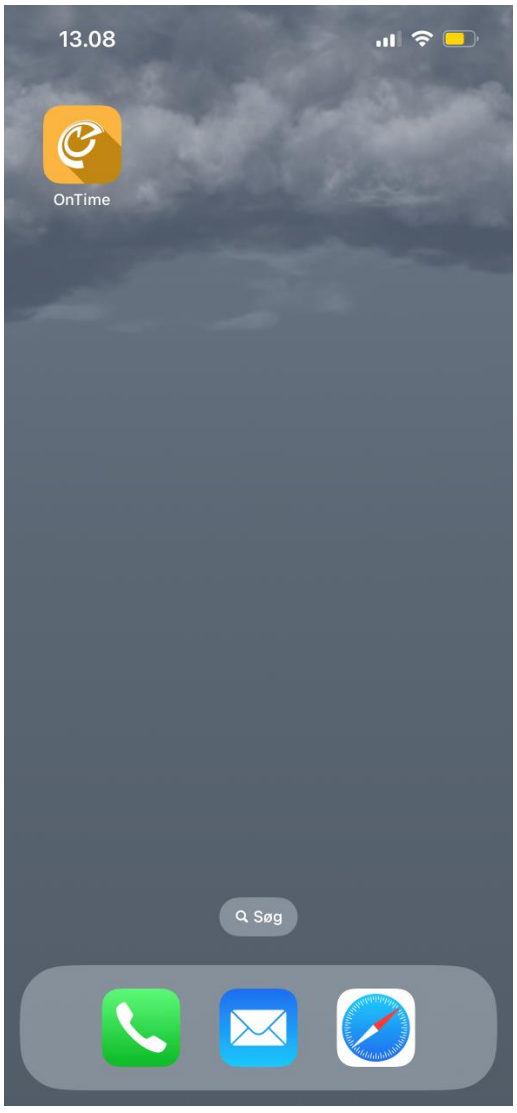
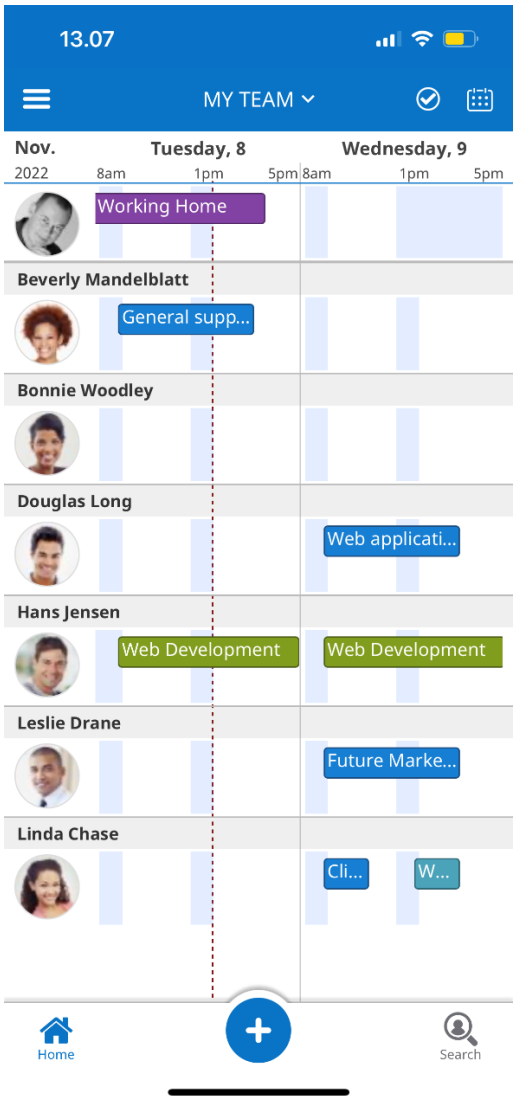
To retrieve the path to the OnTime application, open the OnTime Config database, click Server Settings. Open the document for your preferred web server and check the URL for the OnTime client database – add '/mobile'.

Direct links to Web Mobile

From the server configuration document, you can choose a general setting for using the OnTime Web Mobile. It is, however, also possible to launch each of the client versions by using links with the following structure.

OnTime Web Mobile (Launch using setting from the OnTime Server Configuration document)

https://demo.ontimesuite.com/demosite.nsf/dominomobile

Add this path to your device's home screen for easy access and look/feel as a mobile app.

Example: