

# LIQUIDOFFICE INSTALLATION GUIDE

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LiquidOffice v20.2 (19515)

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## OBJECTIVES

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LiquidOffice Form Designer must be used to create Sign documents.  
This installation guide explains the installation steps necessary to install LiquidOffice Form Designer 20.2 (19515).

## WHEN CAN MY FI BEGIN TO USE LIQUIDOFFICE FORM DESIGNER 20.2 (19515)?

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Documents designed in LiquidOffice Form Designer 20.2 (19515) are **only** supported in Sign version 2020 and above.

For that reason, you need to be **LIVE** with Sign version 2020 or above to use documents designed in LiquidOffice Form Designer 20.2 (19515).

You cannot use documents designed in LiquidOffice Form Designer 20.2 (19515) with Sign 2019 or prior versions.

## WHICH LIQUIDOFFICE VERSIONS ARE COMPATIBLE WITH SIGN 2020 OR ABOVE?

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Sign 2020 or above will support:

- LiquidOffice Forms Designer 6.2.2 (9159)
- LiquidOffice Forms Designer 6.2.3 (9360)
- Autonomy Forms Designer 7.3.1 (13198)
- Autonomy Forms Designer 7.5.2 (16278)
- LiquidOffice Forms Designer 7.8 (17475)

Sign 2020 or above will not support:

- Liquid Office 4.1 (4145)

## MY FI IS LIVE WITH SIGN 2020 OR ABOVE AND I HAVE LIQUIDOFFICE 20.2, WILL I NEED TO OPEN AND SAVE DOCUMENTS DESIGNED IN PREVIOUS VERSIONS OF LIQUIDOFFICE?

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No. Sign 2020 will support documents designed using previous versions of LiquidOffice.

## WHAT ARE THE SOFTWARE REQUIREMENTS FOR CREATING SIGN DOCUMENTS?

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To successfully design and modify documents for use in Sign, each designer should have the following software installed on their workstation.

1. [Annual Subscription to the LiquidOffice Manual.](#)
2. LiquidOffice Form Designer 20.2 (19515).
3. JSCoGenerator 4.0 - This utility generates the default JavaScript code required for all Sign documents. To install the JSCoGenerator, use the Installation guide provided with the software.



### **Will Kinective Sign support PDFs created with software other than LiquidOffice Form Designer?**

No. Kinective Sign ONLY supports PDFs created in LiquidOffice Form Designer.

**DO NOT** use any other PDF design tool to create or modify PDFs for Sign.

**DO NOT** install hotfixes or patches from the opentext website without notification from Kinective.

## WHAT IS MY PROCESS IF I AM UNABLE TO INSTALL LIQUIDOFFICE?

- Contact Kinective Support
- If a solution is not provided, Kinective Support will open a ticket with opentext.
- An opentext solutions consultant will work with you until you successfully install LiquidOffice.

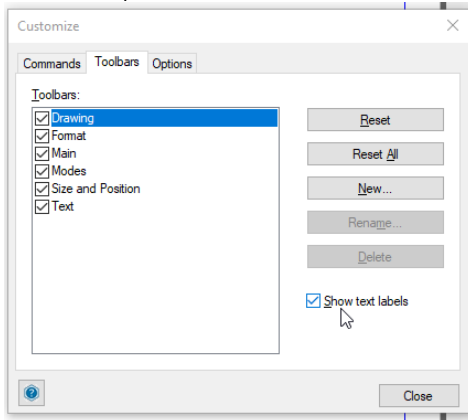
## NEW FEATURES IN LIQUIDOFFICE FORM DESIGNER 20.2 (19515)

1. LiquidOffice Form Designer 20.2 (19515) no longer requires Ghost Script for importing PDFs. This is good news as in earlier versions, Ghost Script was required.
  - In the past, Kinective received questions related to the Ghost Script requirement when the Financial Institution performed security assessments.
  - Kinective had to test each version of Ghost Script and certify it to fulfill security concerns.
2. Expanded Help files and more detailed documentation.
3. New 3D look to the interface:
  - Some of the Toolbar buttons have changed from an icon image to text only. Some of these options are for Check Spelling, Script Editor, and Preview As PDF.

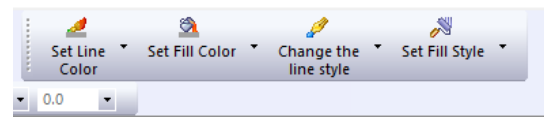


- Customize Options have been expanded with some new options in addition to rearranging the layouts.

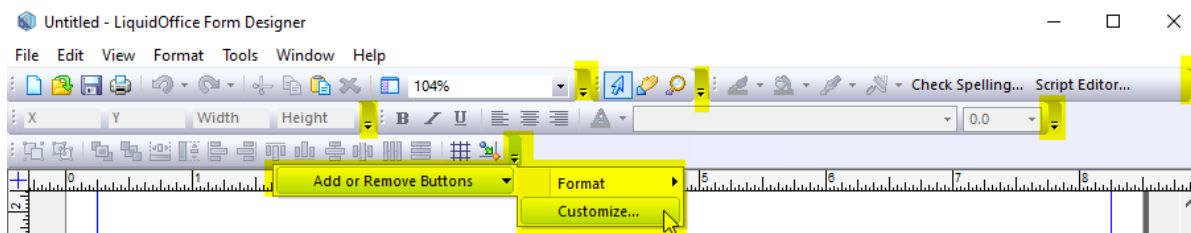
For example, the “Show text labels” option:



Looks like this when selected:



4. Toolbar Customization is available from the Toolbar (see highlighted screenshot below) or from the Tools – Customize menu.



## INSTALL LIQUIDOFFICE FORM DESIGNER

### SYSTEM REQUIREMENTS

Category	Operating System
Server	<ul style="list-style-type: none"> <li>• Microsoft Windows Server 2012 R2</li> <li>• Microsoft Windows Server 2016</li> <li>• Microsoft Windows Server 2019</li> <li>• Oracle Solaris 10</li> <li>• Oracle Solaris 11</li> <li>• Red Hat Enterprise Linux 6.5-6.10</li> <li>• Red Hat Enterprise Linux 7.x</li> <li>• Red Hat Enterprise Linux 8.x</li> <li>• CentOS Linux 7.x</li> <li>• CentOS Linux 8.x</li> </ul>
Desktop Client	<ul style="list-style-type: none"> <li>• Microsoft Windows 7 SP1</li> <li>• Microsoft Windows 8.1</li> <li>• Microsoft Windows 10</li> <li>• Apple macOS 10.11 and later (for Portal, Mobile Portal, Management Console, and Process Studio only)</li> </ul>
Mobile Client	<ul style="list-style-type: none"> <li>• Apple iOS 12.4 and later</li> <li>• Android 5.1 and later</li> <li>• Microsoft Windows 10</li> </ul>
<p>*When Kineactive Certified LiquidOffice with Sign, LiquidOffice was installed on a Windows Operating system. If LiquidOffice is installed on other operating systems at your FI, be sure to test your documents thoroughly in Sign.</p>	

Form Designer requires Java for publishing. If multiple installations of Java are found, Form Designer determines which Java installation to use by searching the following locations, stopping with the first one found:

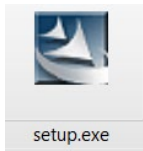
- Java pointed to by LFD\_JAVA\_HOME.
- Most current installed Java 64-bit system.
- Most current installed Java 32-bit system.
- Java pointed to by JAVA\_HOME.

Kineactive recommends the latest Java Version be installed. The latest version of Java can be installed from the Java website (<http://www.java.com/en/>).

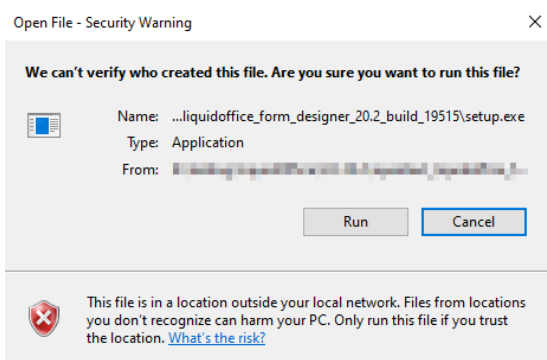
1. Select the executable file based on the type of operating system, either 64-bit or 32-bit
2. Install Java following the onscreen instructions.

## INSTALL LIQUIDOFFICE FORM DESIGNER 20.2 (19515)

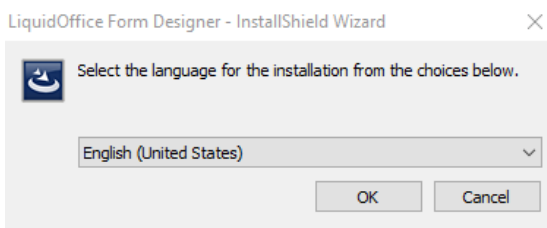
1. Click into the LiquidOffice Form Designer 20.2 folder.



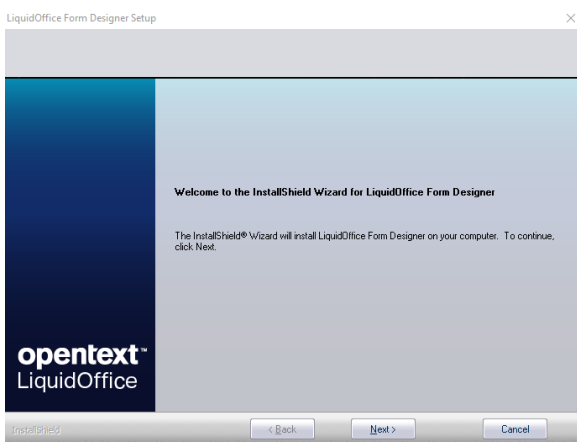
2. Double-click the **setup** executable file. Click "Run."



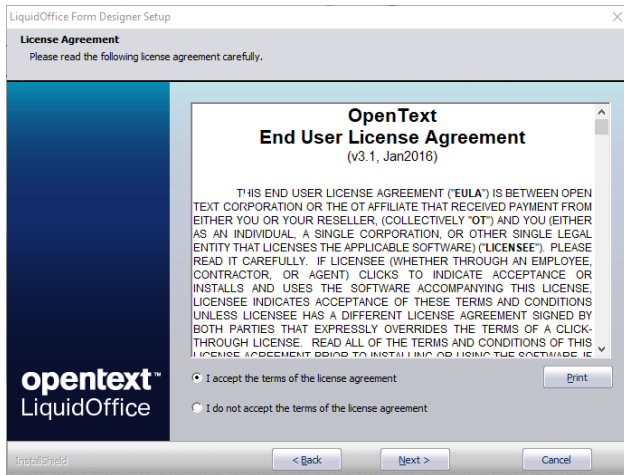
3. A prompt to select your language will appear. Click "OK" to continue.



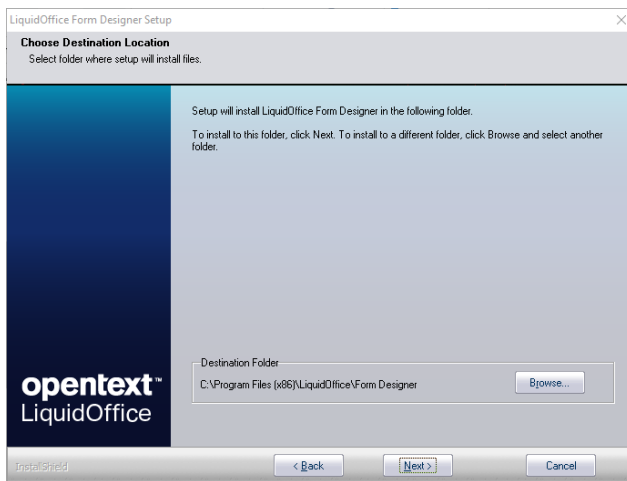
4. Click "Next."



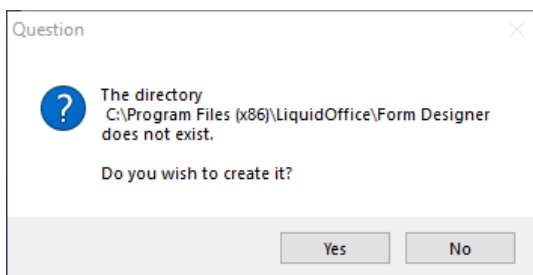
- Verify that "I accept the terms of the license agreement" is enabled and click "Next."



- Click "Next" to select the destination folder.



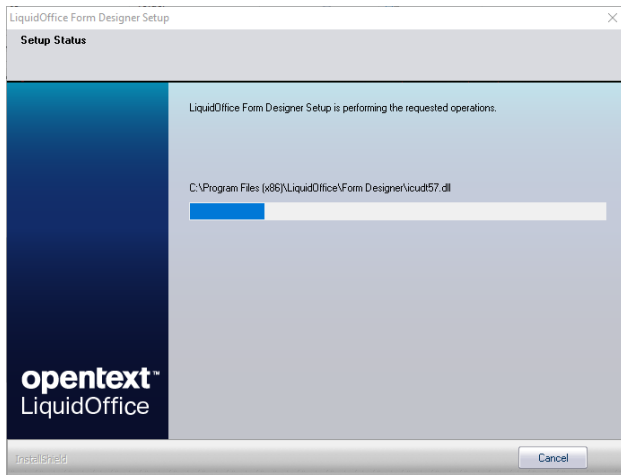
- Click "Yes" to create the folder.



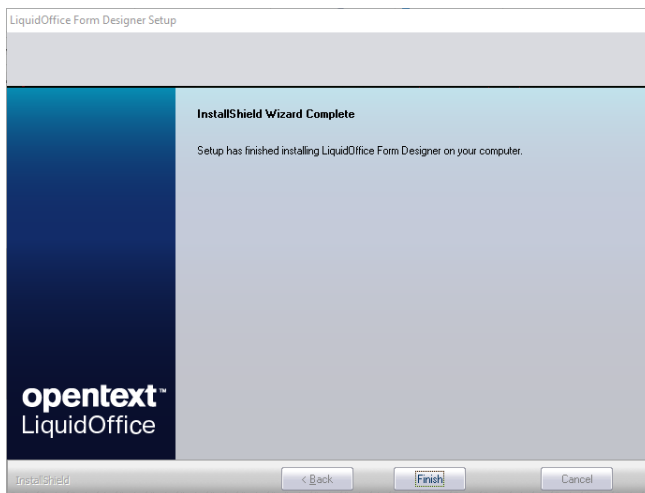




10. An installation progress bar appears briefly.



11. Click Finish.



You have successfully installed the LiquidOffice Form Designer 20.2 Build 19515, which is the current version certified by Kinective.

AFTER INSTALLING LIQUIDOFFICE FORMS DESIGNER SUCCESSFULLY, DO I HAVE SAVE AS TYPE "PDF – FILLABLE (\*PDF)"?

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- LiquidOffice Forms Designer MUST have the Save As type "PDF - Fillable (\*.pdf)"
- The document MUST be saved as "Fillable PDF" to be uploaded in Sign.

If your LiquidOffice Forms Designer does not have the Save As type "PDF - Fillable (\*.pdf)", follow below steps:

1. Install latest Java
  - Kinective recommends the latest Java Version be installed. The latest version of Java can be installed from the Java website (<http://www.java.com/en/>)
2. Reboot your machine
3. Open LiquidOffice Forms Designer
4. Confirm the Save As type "PDF - Fillable (\*.pdf)"
5. If your LiquidOffice Forms Designer does not have the Save As type "PDF - Fillable (\*.pdf)" then uninstall/re-install LiquidOffice Forms Designer.

**Note:** If your LiquidOffice Forms Designer still does not have the Save As type "PDF - Fillable (\*.pdf)" then contact Kinective Support.

WHY SHOULD MY FI ENROLL IN ANNUAL SUBSCRIPTION TO THE LIQUIDOFFICE TRAINING MANUAL?

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The manual is continuously updated to provide the latest information and offers:

- General information about supported objects of LiquidOffice
- Step-by-step instructions for basic form design
- Best practices for creating/maintaining Sign documents
- Interactive Learning Exercises along with example XFM/PDFs
- Information about using the latest version of Sign feature and its impact on Sign documents
- Information about using older supported versions of Sign
- Guidelines for updating/maintaining Descriptions.txt
- Instructions for using JSCG using exercises
- Instructions for writing criteria and widely used examples
- JavaScript Training for Data Aware Signatures and Manually Editing JavaScript along with XFM/PDF examples
- Information on configuring locked/unlocked fields for Remote or In-Person Signing

Kinective highly encourages a FI to subscribe for the LiquidOffice Form Designer Manual Program and in doing so will have access to the latest information about Sign and document design practices which will save the FI time and ensure resources are being utilized efficiently during the Sign implementation. The FI can also use the manual for internal cross training of other employees at the FI.

The manual also includes document design guidance and how documents can be mapped for Sign using Field Data Dictionary and various features of Sign. Without access to the information in the manual, the FI may have to rely on Sign Document Professional Services which is an additional charge based on the time spent with one of the Kinective's experienced designer.

## TO RECEIVE UPDATES TO THE LIQUIDOFFICE FORM DESIGNER MANUAL

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The LiquidOffice Form Designer Training Manual is a proprietary document, created and copyrighted by Kinective to teach the basics of LiquidOffice, Sign form design, and provides all critical information that impacts the Sign solution.

To receive regular updates to this manual or to obtain additional copies for use at your financial institution, subscribe to the program:

1. Browse to <https://www.kinective.io/liquidoffice/>
2. Scroll to the bottom of the page.
3. Click on the link "Training Manual Subscription"

Alternatively, you may send an email to AdminOps, who will provide guidance.

Upon receiving the completed order form, AdminOps will process the request and send the link to download the manual and referenced examples.

RELEASE NOTES:

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VERSION 3.0 – LIQUIDOFFICE V20.2 (19515)

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- Updated “Contacting Kinective Support” section

VERSION 2.0 – LIQUIDOFFICE V20.2 (19515)

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- Updated for installation process for LiquidOffice v20.2 (19515).
- Added Section “When can my FI begin to use LiquidOffice Form Designer 20.2 (19515)?”
- Added Section “New Features in LiquidOffice Form Designer 20.2 (19515)”
- Removed Section “Part Two: GhostScript 9.52 Application”.
- Removed “GhostScript 9.52” from section “Required Software for Creating Sign Documents”.

VERSION 1.0 – LIQUIDOFFICE V7.8 (17475), GHOSTSCRIPT 9.05

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- The information in this document has been split off from the LiquidOffice Form Designer Manual Version 20.2
- Updated to reflect updated version of GhostScript 9.52.

## CONTACTING KINECTIVE SUPPORT

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Feel free to contact us with any issues or concerns.

For assistance call:  
**(888) KNECTIV / 888-563-2848**

Email:  
[support@kinective.io](mailto:support@kinective.io)

Submit your Support Request on our website:  
<https://info.kinective.io/support>