



Kofax Export Connector for Database Administrator's Guide

Version: 1.1.0

Date: 2024-01-16

KOFAX

© 2013-2023 Kofax. All rights reserved.

Kofax is a trademark of Kofax, Inc., registered in the U.S. and/or other countries. All other trademarks are the property of their respective owners. No part of this publication may be reproduced, stored, or transmitted in any form without the prior written permission of Kofax.

Administrator's Guide

This document gives you the information about installing Kofax Export Connector 1.1.0 for Database, which is used to export documents from Kofax TotalAgility to a Microsoft Access or ODBC Compliant database.

Overview

With Kofax Export Connector for Database, batches are processed based on export settings. Documents and index data are exported to a Microsoft Access or ODBC Compliant database.

In a multiuser environment, the export process typically runs on an unattended workstation that polls for available batches at regular intervals. You can configure the export process to run during off-hours to avoid any impact to the performance of your Kofax product, or the network system.

Product documentation

The Kofax Export Connector for Database documentation set is available online at the following URL¹:

https://docshield.kofax.com/Portal/Products/KEC_Database/1.1.0-b7v68vdo0o/KEC_Database.htm

The full documentation set includes the following items:

Kofax Export Connector for Database Release Notes

Contains late-breaking product information not included in other product documentation.

Kofax Export Connector for Database Technical Specifications

Contains information on supported operating systems and other system requirements.

Kofax Export Connector for Database Administrator's Guide

Contains information for administrators who are responsible for installing, configuring, and maintaining applications, including export connectors.

¹ You must be connected to the Internet to access the full documentation set online. For access without an Internet connection, see "[Offline documentation](#)".

Kofax Export Connector for Database Help

Describes the configuration settings required to set up the Kofax Export Connector for Database application.

Offline documentation

To make the documentation available for use in offline mode, obtain the documentation files from the Kofax Export Connector for Database product package that you downloaded from the [Kofax Fulfillment Site](#). The product package includes the following documentation files for offline use:


- KofaxExportConnectorDocumentation_1.1.0_ForDatabase_EN.zip
Contains the entire product documentation set in English.
- KofaxExportConnectorDocumentation_1.1.0_ForDatabase_JA.zip
Contains the entire product documentation set in Japanese.

For each language, the .zip file includes two folders:

- The **print** folder: Contains the *Kofax Export Connector for Database Administrator's Guide*.
- The **help** folder: Contains the *Kofax Export Connector for Database Help*.

To set up the documentation for use in offline mode, perform the following steps:

1. After you install Kofax Export Connector for Database, in the product installation folder, create a folder named **Documentation**.
2. In the newly created **Documentation** folder, create the language code folders for the required languages:
 - For English, create the folder named **EN**.
 - For Japanese, create the folder named **JA**.
3. Extract the contents of the documentation compressed file for the language you require to the following location:
 - For Kofax TotalAgility:
`[drive:]\Program Files (x86)\Kofax\TotalAgility\ExportConnectors\bin\KEC-Database\Documentation\`
4. Start Kofax Export Connector for Database and click the Help icon to open the Help in a new browser window.

 If you remove the product, the Documentation folder is not deleted automatically. You need to delete it manually.

To use the PDF documentation offline, you can keep it in the **Documentation** folder or a different location on your computer. The **help** folder should always remain in the **Documentation** folder. When the offline documentation is installed according to these instructions, the product will use the offline version of the documentation by default, even if an active Internet connection exists.


Training

Kofax offers both classroom and computer-based training that will help you make the most of your Kofax solution. Visit the [Kofax Education website](#) for complete details about the available training options and schedules.

Getting help with Kofax products

The [Kofax Knowledge Portal](#) repository contains articles that are updated on a regular basis to keep you informed about Kofax products. We encourage you to use the Knowledge Portal to obtain answers to your product questions.

To access the Kofax Knowledge Portal, go to <https://knowledge.kofax.com>.

 The Kofax Knowledge Portal is optimized for use with Google Chrome, Mozilla Firefox, or Microsoft Edge.

The Kofax Knowledge Portal provides:

- Powerful search capabilities to help you quickly locate the information you need.
Type your search terms or phrase into the **Search** box, and then click the search icon.
- Product information, configuration details and documentation, including release news.
To locate articles, go to the Knowledge Portal home page and select the applicable Solution Family for your product, or click the View All Products button.

From the Knowledge Portal home page, you can:

- Access the Kofax Community (for all customers).
On the Resources menu, click the **Community** link.
- Access the Kofax Customer Portal (for eligible customers).
Go to the [Support Portal Information](#) page and click **Log in to the Customer Portal**.
- Access the Kofax Partner Portal (for eligible partners).
Go to the [Support Portal Information](#) page and click **Log in to the Partner Portal**.
- Access Kofax support commitments, lifecycle policies, electronic fulfillment details, and self-service tools.
Go to the [Support Details](#) page and select the appropriate article.

System requirements

Most software requirements for Kofax Export Connector for Database, including the supported versions of Kofax TotalAgility, are listed in the *Kofax Export Connector Technical Specifications* document, which is available from the [Kofax Export Connector for Database](#) product documentation site.

Install the export connector

You can install the export connector on a client or standalone workstation.


To install the export connector successfully, you must run the installer with Windows administrator privileges.

To run the installer with Windows administrator privileges, do one of the following:

- Open a Windows Command Prompt window with administrator rights and run the installation .msi file.
- Right-click the installation .msi file and select the "Run as Administrator" option.

Use Kofax TotalAgility to install and set up the export connector


Use this procedure to install and set up your export connector for use with Kofax TotalAgility.

 Before starting the procedure, make sure that you have created a process with an Export activity in Kofax TotalAgility. The export connector will be associated with a document type within the process.

1. In the Kofax TotalAgility program folder, select **Kofax Export Connector**.
The **Kofax TotalAgility - Export Connector Configuration** utility appears.
2. On the **Export Connector Configuration** screen, click **Manage**.
3. On the **Export Connectors - Manage** screen, click the **Add** icon to add a new export connector.
The **Export Connectors - Add** window appears.
4. Navigate to your export connector installation files, select `setup.msi`, and click **Open**.
The export connector installer appears.
5. Run the installer and follow the on-screen instructions to install the export connector.
6. Verify that Kofax Export Connector for Database is listed on the **Export Connectors - Manage** screen, and click **Close**.
7. On the **Export Connector Configuration** screen, click **Setup**.
8. On the **Export Connectors - Setup** screen, select the process to use for exporting document types to Kofax Export Connector for Database.
9. Select a document type to associate with the selected process, and click **Add**.
10. Click **Connectors**.
The **Export Connectors - Document Type** screen appears.
11. On the **Available Export Connectors** list, select **Database Export Connector** and click **Add**.
Your selection is moved to the **Assigned Export Connectors** list, and the **Export Connectors - Setup** window appears.
12. On the **Export Connectors - Setup** window, configure the settings on each tab. Click **Help** on any tab for details about individual settings.
13. When you finish with the setup window, click **OK**.
Information messages display a list of changes to the settings and custom properties.
14. Click **OK** to clear the information messages.

Select the language

To change the language for Kofax Export Connector for Database, update the operating system language. The change goes into effect after you restart both Kofax TotalAgility and the export connector. For details on changing the operating system language, refer to your Microsoft documentation.

 If the selected language is not supported for Kofax Export Connector for Database, English is used.

Remove the export connector

Use the following procedures to remove the export connector from Kofax TotalAgility or from your computer. You can also repair the export connector if necessary.

Remove the export connector from Kofax TotalAgility

Before removing the export connector from your computer, use the Kofax TotalAgility Export Connector Configuration utility to unassign it from the associated document type and process.

1. In the Kofax TotalAgility program folder, select **Kofax Export Connector**.
The Kofax TotalAgility Export Connector Configuration utility appears.
2. On the **Export Connector Configuration** screen, click **Setup**.
3. On the next screen, on the **Assigned Export Connectors** list, select the export connector name, click **Remove**, and click **Save**.
The document type is unassigned from the export connector.
4. On the **Export Connectors - Setup** screen, on the **Select Process** list, select the process associated with the document type that was exported with the connector.
5. On the **Assigned Document Types** list, select the document type assigned to the selected process, click **Remove**, click **Save**, and then click **Close**.
The process is unassigned from the document type.
6. On the **Export Connector Configuration** screen, click **Manage**.
7. Select the export connector name, click the **Delete** button, and then click **Close**.

Remove the export connector from the computer

Before removing the export connector from your computer, remember to remove it from Kofax TotalAgility as applicable.

You can use the **Control Panel** options to remove the export connector, or you can follow these instructions:

1. Run the Setup.msi file that you used to install the export connector.
When the existing installation is detected, the **Program Maintenance** window appears.
2. Select **Remove**, and then click **Next**.
3. Follow the on-screen instructions to remove the export connector.

When the removal is complete, a message appears to indicate the export connector was successfully removed.

Repair the export connector

You can use the repair process to replace missing, renamed, or deleted export connector files.

1. Run the Setup.msi file that you used to install the export connector.
When the existing installation is detected, the **Program Maintenance** window appears.
2. Select **Repair**, and then click **Next**.
3. Follow the on-screen instructions to repair the export connector.
When complete, a message appears to indicate the export connector was successfully repaired.