LINAGORA

Setup and administration manual

LinShare

LinShare 1.5.0

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VERSION	DATE	ACTOR CONTRIBUTOR	EVOLUTION
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Contributors list

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Table of contents

Notations

Computer code

Terminal output is shown as follows:

```
$ command1
# command2
```

Commands executed with user permissions are prefixed by a "**$**" character. Commands executed with root permissions are prefixed by a "**#**" character. These characters aren't written on command lines.

File contents or extracts are shown as follows:

```
# Here is a file example
parameter1="value"
parameter2="<SERVER-NAME>"
```

In the text body, variable names, computer code extract and Internet addresses will be written in fixed-width font. Examples:

- Linagora's website address is **http://www.linagora.com/**;
- Value of the variable **<DATE>** is formatted as **MM/DD/YYYY**.

Global notes

Remarks will be shown as follows:

> This is a note that you should read.

Warnings will be shown as follows:

> This is a **critical point** which must be taken into consideration.

Foreign languages

French words are composed: in italic characters for the fluent language words, or in upright characters for titles.

Examples:

> Here you have a *texte en français* in an English text.

> The Avenue des Champs-Élysées is beautiful.

1   Introduction

This document is the LinShare **setup & administration manual**, divided into the two sections :

– **setup:** describing the configuration operations to perform at server system level ;

– **administration :** describing the configuration operations to perform at the application level.

LinShare is a product belonging to the Linagora Security offer, which allows the deployment of filesharing platform with a strong security approach, between users of a company as well as between these users and external recipients.

2 System setup

2.1 Setup files

System configuration relies on two files :

– "`linshare-default.properties`" file which contains all setup keys necessary for running the software with default values. This file cannot be modified ;

– "`linshare.properties`" file which allows to override the default values for the keys. It is possible to copy this file to an external folder, out of the software container in order to save its configuration. Indeed, at each software startup, the hosting server may redeploy the software.

These configuration files are in the LinShare software WAR file.

Key values set up in the *properties* files are only taken into account upon *servlet* container startup.

2.2 Setup keys ordered by subject

A list of the setup keys present in the *properties* files ordered according to their subject follows.

> **Warning :** deprecated or obsolete setup keys are provided in chapter 5, page 56.

In order to ease configuration, keys are presented following in two different formattings depending on their level of complexity :

- `my.basic.key` : for keys commonly and/or easily used ;

- `my.complex.key` : for keys best left for advanced users.

2.2.1 SMTP server access

- `mail.smtp.host` : FQDN or IP address of the mail service provider (SMTP server).

- `mail.smtp.port` : Mail service connection port.

- `mail.smtp.user` : Account identifier to access the SMTP service.

- `mail.smtp.password` : Account password to connect to the SMTP service.

- `mail.smtp.auth.needed` :
  - "`true`": activates identifier/password authentication in order to connect to the SMTP service using the values of the two keys : "`mail.smtp.user`" and "`mail.smtp.password`".
  - "`false`": no authentication required.

- `mail.smtp.charset` : SMTP service encoding (e.g. "`UTF-8`").

2.2.2 LinShare database

- `linshare.db.username` : Account identifier for connecting to the database.

- `linshare.db.password` : Account password for connecting to the database.

- **`linshare.db.driver.class`** : Driver for the selected database.

  Default options :

  - "**`org.postgresql.Driver`**" for PostgreSQL database ;

  - "**`com.mysql.jdbc.Driver`**" for MySQL database ;

  - "**`org.h2.Driver`**" for H2 database.

- **`linshare.db.url`** : Database address.

  Format : "**`connector:base://ip|hostname:port/nom_de_la_base_de_données`**"

  Warning : LinShare needs an additionnal database for storing data. It has to be named in the following way :

  "**`<DATABASE_NAME>_data`**"

- **`linshare.db.dialect`** : Dialect of the selected database.

  - "**`org.hibernate.dialect.PostgreSQLDialect`**" for PostgreSQL database ;

  - "**`org.hibernate.dialect.MySQL5Dialect`**" for a MySQL database ;

  - "**`org.hibernate.dialect.H2Dialect`**" for a H2 database.

- **`linshare.db.persistence_manager`** : JackRabbit implementation of the selected database persistence manager.

  - "**`org.apache.jackrabbit.core.persistence.bundle.PostgreSQLPersistenceManager`**" pour une base PostgreSQL ;

  - "**`org.apache.jackrabbit.core.persistence.bundle.MySqlPersistenceManager`**" for a MySQL database ;

  - "**`org.apache.jackrabbit.core.persistence.bundle.H2PersistenceManager`**" for a H2 database.

- **`linshare.db.show_sql`** :

  "**`true`**": displays SQL queries generated by the *Hibernate* command in the terminal ;

  "**`false`**": hides SQL queries generated by the *Hibernate* command in the terminal.

  Default value : "**`false`**".

- **`linshare.db.format_sql`** :

  "**`true`**": SQL queries formatting for better readability.

  "**`false`**": no SQL query formatting.

  Default value : "**`false`**".

- **`linshare.db.gen_stats`** : If activated, *Hibernate* will collect statistics. Might be useful for performance studies.

  "**`true`**": collects statistics in *Hibernate*.

  "**`false`**": does not collect statistics.

  Default value : "**`false`**".

- **`linshare.db.hbm2ddl.auto`** : This key is used for validating and exporting DDL schema to the database when *SessionFactory* is created.

  The value can be :

  "**`create`**" Creates the schema, overwriting the old data ;

"`create-drop`" Deletes the schema at session end ;

"`update`" Updates the schema ;

"`validate`" Validates le schema, without modifying the database.

Default value : "`validate`" (used for go live into production).

- **`linshare.db.pool.maxidle`** : Maximum number of idle connections to the database.

- **`linshare.db.pool.maxactive`** : Maximum number of active connections to the database.

- **`linshare.db.pool.maxwait`** : Maximum number of waiting connections to the database.

- **`linshare.db.pool.timebetweenevictionrunsmillis`** : Time between two database retrievals.

2.2.3   Locales

- **`linshare.availableLocales`** : Language choice in LinShare among the following :
  - English : "`en`"
  - French : "`fr`"
  - Dutch : "`nl`"

Example : "`en,fr,nl`".

2.2.4   Data privacy

- **`linshare.datastore.class`** : Allows data encryption by selecting an encryption service.

Default value : "`org.apache.jackrabbit.core.data.FileDataStore`"

For encrypting : "`org.linagora.linshare.core.dao.EncDbDataStore`"

2.2.5   Decryption program

- **`javawebstart.decrypt.url.suffixcodebase`** : Directory of the file decryption JWS program (`jwsDecrypt.jar`).

2.2.6   Flash reader

- **`linshare.flash.version.minimal`** : Minimum version of the Flash reader used for LinShare.

Default value : "10.0.1".

- **`linshare.flash.allowed.agents`** : List of supported operating systems for downloading with the Flash client (syntax : comma-separated names): "`Windows,Mac,Linux`".

2.2.7 ClamAV Antivirus

- `virusscanner.clamav.host` : Address of the antivirus host machine.

- `virusscanner.clamav.port` : Available port to connect to the antivirus host machine.

  Warning : this feature is activated in the LinShare administration menu. Before version 0.10 of LinShare, this feature was set up in the "`linshare.properties`" file.

2.2.8 SSO : CAS

- `sso.button.hide` : button allowing the user to be redirected to the CAS authentication server.

  "`true`": hides the SSO connection button ;

  "`false`": displays the SSO connection button.

  Default value : "`true`" (hidden).

- `sso.cas.url` : CAS server URL (e.g. `http://cas.example.com1/cas-server/`).

- `sso.cas.url.login` : CAS authentication form URL.

  E.g.: `http://cas.example.com/cas-server/login`

- `sso.cas.url.serviceId` : Public URL used by the CAS server to redirect users to LinShare authentication.

  Format : "`<LINSHARE-URL>j_spring_cas_security_check`".

  E.g.: `http://linshare.example.com/linshare/j_spring_cas_security_check`

2.2.9 SSO : Proxy mode

- `sso.header.user` : HTTP header which contains the identifier of the user who has been authentified by the SSO service. Usually, it is the users e-mail address.

- `sso.header.allowfrom` : SSO proxy IP, therefore the only IP allowed to inject des HTTP headers.

2.2.10 Task scheduler

- `job.jcrgarbagecollector.cron.expression` : Frequency of delete task for files unused by JackRabbit.

  Default value : "`0 0 1 * * ?`", i.e. every day at 1h00 a.m.

- `job.guests.cron.expression` : Frequency of delete task for expired guest accounts.

  Default value : "`0 0 0 * * ?`", i.e. every day at midnight.

- `job.shares.cron.expression` : Frequency of delete task for expired shares.

  Default value : "`0 30 0 * * ?`", i.e. every day at 0h30 a.m.

- `job.mimetype.cron.expression` : Frequency of check and update of MIME filetype tasks.

  Default value : "`0 30 0 * * ?`", i.e. every day at 0h30 a.m.

- **`job.consistency.cron.expression`** : Frequency of consistency check between files inventoried in the database and the JackRabbit JCR.

  Default value : "**`0 0 2 * * ?`**", i.e. every day at 2h00 a.m.

- **`job.outdatedshares.cron.expression`** : Frequency of notifications for shares on the verge of expiry.

  Default value : "**`0 0 6 * * ?`**", i.e. every day at 6h00 a.m.

- **`job.document.cleaner.activation`** :

  "**`true`**" to activate old files deletion task ;

  "**`false`**" to deactivate old files deletion task.

- **`job.document.cleaner.cron.expression`** : "cron" expression for old files deletion task.

  Default value : "**`0 0 0 1 1 ?`**".

2.2.11   Webapp launch mode

- **`linshare.productionMode`** :

  "**`true`**": in production, allowing hot reloading of classes and associated TML files for Tapestry ;

  "**`false`**": to disallow.

  Default value : "**`true`**".

2.2.12   Additional configuration

- **`linshare.users.internal.defaultView.showAll`** :

  "**`true`**": displays internal users by default in the "Users" section list ;

  "**`false`**": if the host structure has a lot of users in its LDAP directory.

  Default value : "**`false`**".

- **`linshare.googleChromeFrame.enabled`** :

  "**`true`**": to activate "Google Chrome Frame" feature which allows using the Chrome rendering engine in the Internet Explorer browser.

  "**`false`**": to deactivate.

- **`linshare.logo.webapp.visible`** :

  "**`true`**": to display the LinShare logo in the web application (in the application pages header and as header of the anonymous downloading page).

  "**`false`**": in order to hide the LinShare logo.

  Warning : deactivating the display of these logos as well as the "Libre & Free" logo may be prohibited pursuant to the LinShare license. Please check the LinShare licence and/or contact us for further details.

- **`linshare.logo.mails.visible`** :

  "**`true`**": in order to display the LinShare Logo in the e-mails sent by the application.

  "**`false`**": in order not to display it.

Warning : deactivating this display may be prohibited pursuant to the LinShare license. Please check the LinShare licence and/or contact us for further details.

- **Webservice.attachment-memory-threshold** : Maximum size in bytes beyond which the query is stored in a temporary file.

- **Webservice.attachment-directory** : Temporary file destination folder.

3   Application setup

Application setup is done through the LinShare **web administration interface**.

3.1   Domains

LinShare is based upon a **domain management system** for :

– directory access (LDAP or Active Directory type) ;

– existing feature activation in LinShare ;

– LinShare feature configuration.

In LinShare, domains are structured pursuant to the following hierarchical model :

Domain tree
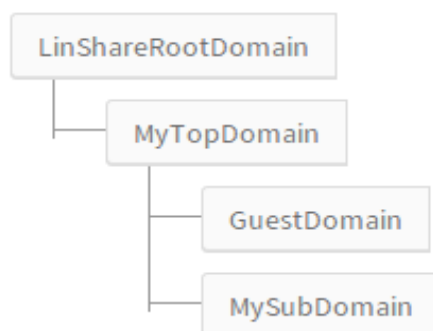
The **"Root" domain** is the root of all domains. It is not displayed in the "Domains" section . This "Root" domain has one or several domains under its control : "Top" domains.

In the same manner a **"Top" domain** has one or several sub-domains called **"Sub" domains** and an optional **"Guest" domain** (for guest accounts).

Feature setup is linked to a domain. If no feature setup has been modified on a "Sub" domain, then LinShare operates based on the upper level "Top" domain, and so on.

This hiearchy allows defining a mandatory configuration for certain sub-domains while leaving a few features customizable according to their sub-domain.

Furthermore, each administrator has admin rights for his linked domain, as well as any related subdomain.

A population of administrators can be associated with the "Top" domain, while users can be associated with "Sub" domains. An administrator can have administration privileges for several "Top" domains provided that he is attached to each of these "Top" domains.

Upon guest user creation, "Sub" type domains look for the guest domain on the same level, whereas "Top" type domains look for the guest domain in their respective subdomains.

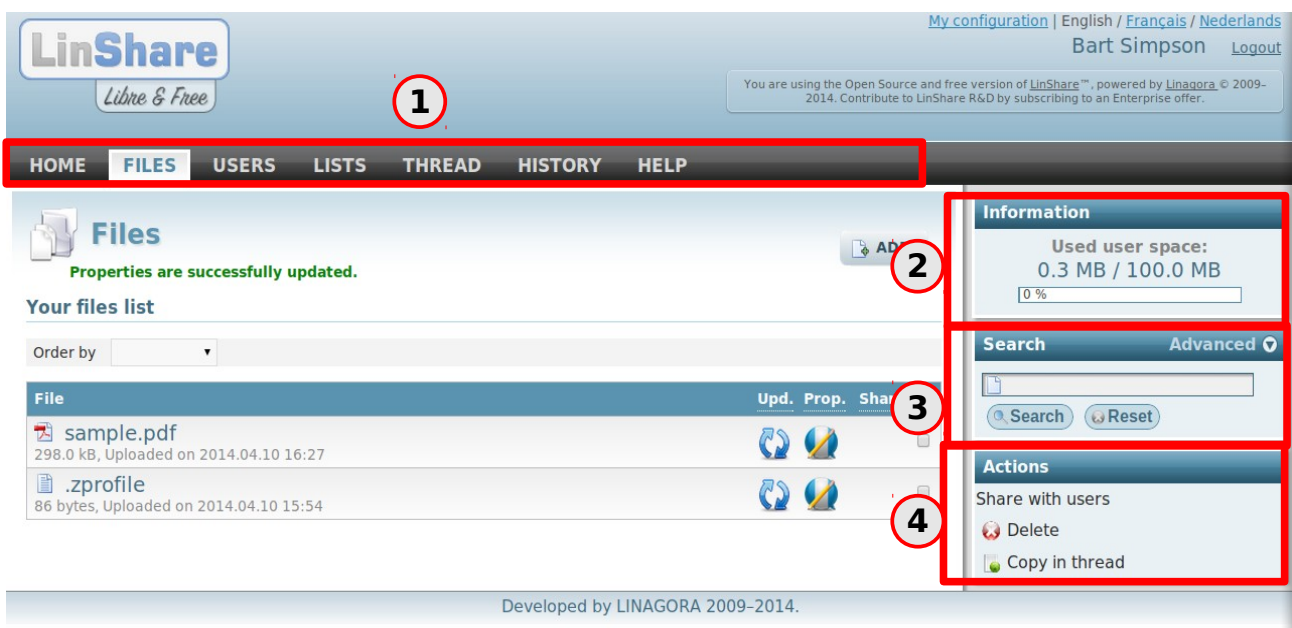**Adding a domain** in LinShare requires the following steps :

1. LDAP directory connection configuration ;

2. Domain model creation ;

3. "Top" domain creation ;

4. "Sub" sub-domain and "Guest" domain creation.

3.2   LinShare web portal

3.2.1   LinShare homepage

3.2.2   Page layout

All LinShare section pages are divided into **several panels** :
1. **Navigation bar :** to access sections (according to user access rights) ;
2. **"Information" panel :** storage space use, guest account expiry ;
3. **"Search" panel :** specific (file- or user-) search filters ;
4. **"Actions" panel :** displays available actions according to context.

3.3   Chapter structure

This chapter is organized into records, ordered according to sections, user profiles and their underlying roles, as well as use cases proper.

3.3.1   User profiles

ROOT   Root administrator

ADMIN   Domain administrator

USER   End-user

Note : End-user use cases are described in the LinShare User Manual [`LINSHARE:USER`].

3.3.2   Sections

Profile	Section	Description
USER	Home (Share)	Page displaying shared files & folders.
USER	Files	Allows file management : upload, update, delete, signature, encryption, etc.
ROOT, ADMIN	**Administration**	Allows LinShare applicative setup management.
ROOT, ADMIN	**Domains**	Allows domain management by directory branch.
ROOT, ADMIN, USER	**Users**	Allows user management : vizualisation, adding guest accounts, etc.
ROOT, ADMIN, USER	**Lists**	Allows mailing list management : list creation, member management, list deletion, etc.
ROOT, USER	**Collaborative**	Allows threads : thread creation, member management, thread deletion, etc. Thread search (Requires root admin priviledges).
ROOT, ADMIN, USER	**History (Audit)**	Allows history search : own user history, account audit (requires admin priviledges), user quota.
ROOT, ADMIN, USER	**Help**	Aide en ligne.

Note : for clarity, the "Home" section can be designated as "Share".

Important : this document only presents use cases for sections available by "administrator" user profiles, i.e. sections in the above table with bold formatted names.

3.3.3   "Use case" record

A "Use case" record follows the syntax below :

> `<CATEGORY>`: `<TITLE>` – `<PROFILES>`

Description des champs :

> `<CATEGORY>` = Name of the relevant section (or "Global" if general)

> `<TITLE>` = Title of the use case action

> `<PROFILES>` = User profiles able to perform the action

Each **record** presents the following elements :

– a **summary table** containing : title, profiles, section, menu and description ;

– a **synopsis** listing prerequisites and operations ;

– a **detailed description** of all steps required to perform the action, with screenshots.

3.4 Global : connection – ROOT, ADMIN, (USER)

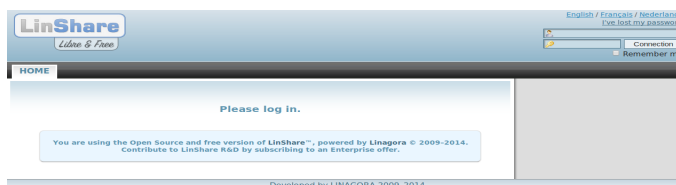|	
Use case title	**connection à l'application**
User profiles	**ROOT, ADMIN, (USER)**
Section	**–**
Action	**–**
Description	Permet de se connecter à l'application LinShare.

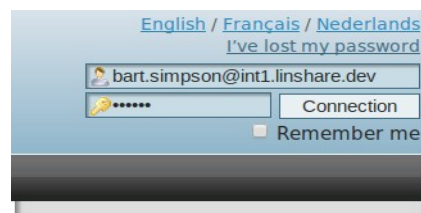## 3.4.1 Synopsis

Prerequisites :

– none.

Operations :

1. From your web browser, navigate to the webapp URL ;

2. Enter your identifier and password, then clik on "connection" button.

3.4.2 Detailed description

1 Go to the webapp URL.

2 Enter your identifier and password.
Note : your identifier is your full e-mail address (i.e. including domain name)
Click on "connection" button.

Note : a list of available domains can be displayed if this option is enabled.

Note : if you've lost your password, go to record 3.5, page 20.

3.5 Global : Lost password – (USER)

| Use case title	**Reset lost password**
User profiles	**(USER-GUEST)**
Section	**–**
Action	**–**
Description	Enables resetting of password, for example when it has been lost.

3.5.1 Synopsis

Prerequisites :

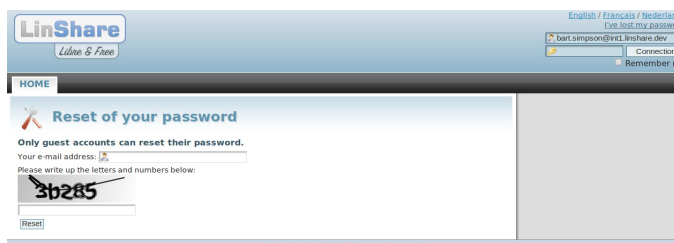– having an existing guest user account in LinShare.

Operations :

1. From the connexion page header, click on the "Lost password link" ;

2. Enter your e-mail address and copy the Kaptcha code, then click on the "Reset" button.

3.5.2 Detailed description

1 Click on the "Lost password" button.
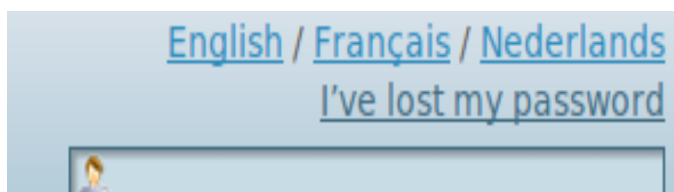
2 Enter your e-mail address.
Copy the Kaptcha code.
Click on the "Reset" button.

3.6   Global : My settings – ROOT, ADMIN, (USER)

| Use case title	**My account parameters**
User profiles	**ROOT, ADMIN, (USER)**
Section	**–**
Action	**Link "My settings"**
Description	Allows account customization.

3.6.1   Synopsis

Prerequisites:

– none.

Operations:

1. From any page, click on the "My settings" link ;

2. Modify your settings: Visual customization (e.g. Interface default language) and/or "Change password", then click on the "Update" button.

3.6.2   Detailed description

1   Click on "My settings".
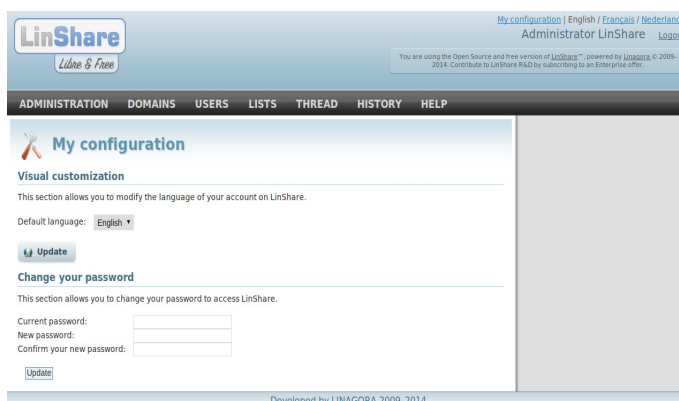
2   Change your settings: Visual customization (e.g. Interface default language) and/or "Change your password".
Click on the "Update" button.
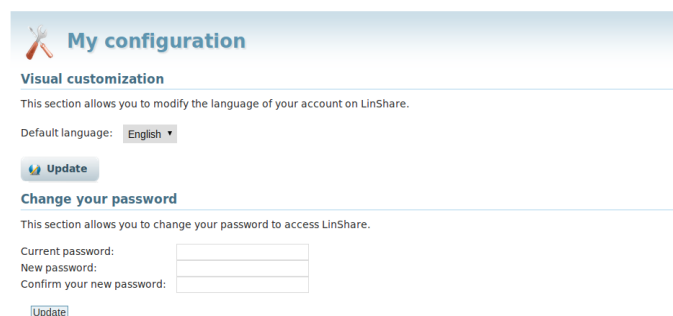
Warning : password change is possible only for **Root** administrator and **guest** user accounts.

3.7 Global: Change interface language – ROOT, ADMIN, (USER)

Use case title	**Change interface language**
User profiles	**ROOT, ADMIN, (USER)**
Section	**–**
Action	**Links with language names**
Description	Allows changing interface language for the current session.

3.7.1 Synopsis
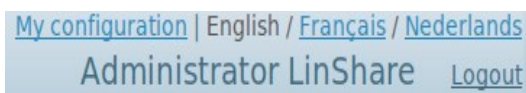
Prerequisites :

– none.

Operations :

1. From any page header, click on one of the language links.

3.7.2 Detailed description

1 Click on one of the language links.
Example : "english".

3.8   Administration : LinShare version – ROOT, ADMIN

Use case title	**Display LinShare version number**
User profiles	**ROOT, ADMIN**
Section	**Administration**
Action	**–**
Description	Displays LinShare software version number.

3.8.1   Synopsis
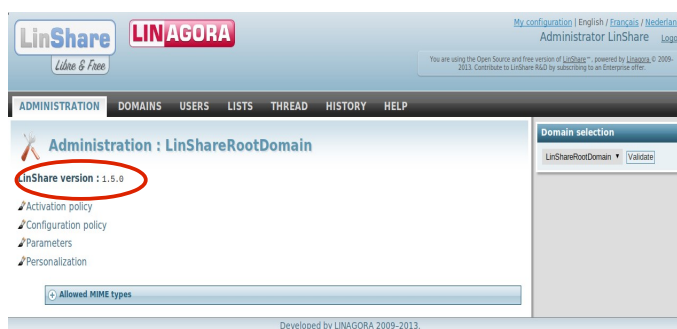
Prerequisites :

– none.

Operations :

1. From the navigation bar, go to "ADMINISTRATION" section.

3.8.2   Detailed description

1 Go to "ADMINISTRATION" section
Version number is displayed.

Note : this "Administration" section permits administration of all features for the current domain and its sub-domains.

3.9 Administration : Activation policy – ROOT, ADMIN

| Use case title	**Activation policy**
User profiles	**ROOT, ADMIN**
Section	**Administration**
Action	**Link "Activation policy"**
Description	Enables or disables LinShare features for the selected domain.

3.9.1 Synopsis

Prerequisites :

– selecting the domain the action will be performed on, via the "Domain selection" panel.
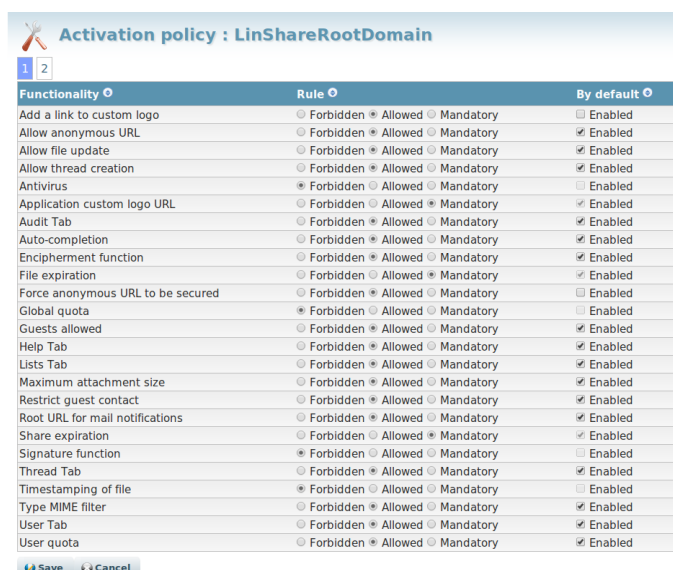
Operations :

1. From the navigation bar, go to "ADMINISTRATION" section, then click on the "Activation policy" link (in the page body) ;
2. Enable or disable the features for the selected domain, as required.

3.9.2 Detailed description

1 Go to "ADMINISTRATION" section. Click on the "Activation policy" link.
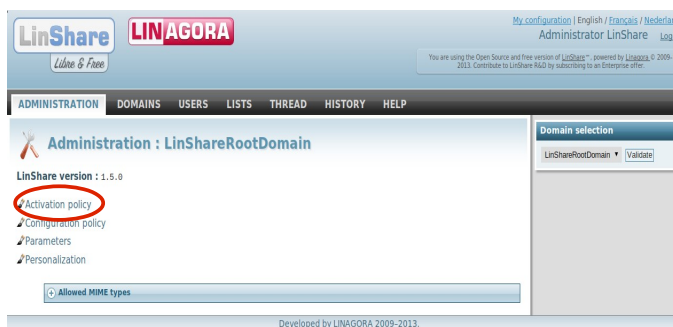
2 Enable or disable the features for the selected domain, as required.

This section enumerates all LinShare features which configuration is allowed or denied by the current domain.

It is possible to change these policies, to allow or disallow child sub-domains from displaying these features, and to allow or disallow their activation or disabling.

The following choices are available for each feature:

– **"Forbidden":** the feature is disabled for the current domain and its sub-domains. Furthermore, it cannot be activated in a child sub-domain. The feature will not be displayed in sub-domain activation policies;

– **"Authorized":** the feature may be activated or disabled for the current domain (through the "Default" field). Furthermore, the feature may be activated or disabled for a child sub-domain;

– **"Mandatory":** the feature is activated for the current domain and its sub-domains. Furthermore, the feature cannot be deactivated in a child sub-domain. The feature will not be displayed in sub-domain activation policies.

The "Default" field allows specifying the active or disabled state of the feature for the current domain and thereby defines the default value for sub-domains.

Warning : activating a feature impacts the selected domain and may impact its sub-domains.

3.9.3   Feature description

- **Add a link to the LinShare logo**: enables the ability to add a link to the LinShare logo.

- **Antivirus**: activates antivirus which will examine the files upon their upload into LinShare.

- **Allow thread creation**: activates ability to create threads in LinShare web interface.

- **Allow file update**: activates ability to update a file in LinShare interface.

- **Encipherment function**: activates file encryption feature in LinShare web interface.

- **Auto-completion**: activates e-mail adresses autocompletion in the "e-mail adresses" fields of the sharing forms. Activating this feature also allows to adjust the minimum number of characters triggering autocompletion.

- **User upload activation**: activates default authorization to upload files.

- **File expiration**: activates file expiry in the case of files shared by another or files for which sharing expires. Expired files are deleted from the user's storage space. Activating this feature also allows to adjust the expiry delay setting by domain.

- **Share expiration**: activates expiry of shares. Activating this feature also allows to adjust the expiry delay setting by domain.

- **MIME type filter**: activates ability to filter files according to their MIME type.

- **Timestamping of file**: activates the file timestamp feature when uploading a file.

- **Guests allowed**: activates possibility to create guest accounts and guest domains.

- **Help tab**: activates display and access to Help section (tab).

- **Audit tab**: activates display and access to Audit section (tab).

- **Thread tab**: activates display and access to Thread section (tab).

- **User tab**: activates display and access to User section (tab).

- **Custom application logo**: activates possibility to display a custom logo on the LinShare web interface, as well as one logo per domain. The specified root domain URL

address is used as default resource when no user is connected.

- **Global quota**: global quota activation, storage space allocated to the domain is divided between all domain users. If the global quota and the user quota are activated at the same time, only the global quota will be taken into account.

- **User quota**: user quota activation, each domain user has his own space. If the global quota and the user quota are activated at the same time, only the global quota will be taken into account. Activating this feature also allows adjusting the size of the quota.

- **Restrict guest contact**: Forces activation of contact restriction when creating a guest account, by choosing "Mandatory". Its use can be left up to the user while fixing a default value by choosing "Authorized". Requires the "Guests allowed" key to be activated in the Activation policies.

- **Signature function**: activates ability to append a digital signature to files. Digital signature is done through a Java applet, which comes from the LinSign software product.

- **Maximum attachment size**: activates the ability to limit the maximum filesize of attached files.

- **Anonymous URL**: activates anonymous URL, i.e. sharing a file with an anonymous user (any person with an e-mail address), but does not possess an internal or guest account in the LinShare application. Activating this feature also allows activation of password protection for anonymous shares (see "Secure anonymous URL").

  LinShare encryption follows AES (Advanced Encryption Standard) via support of the AESCrypt file format (website **http://www.aescrypt.com/**). It is possible to locally encrypt and decrypt on the client machine with this tool. Furthermore, when sharing an encrypted file with an anonymous user, a Java applet is proposed to the recipient in order to decrypt the file on the fly.

- **Force anonymous URL to be secured**: activates protection of anonymous shares by a password when sharing with an anonymous user. This protection cannot be removed if the value is "Mandatory". Its use can be left up to the user while fixing a default value by choosing "Authorized". Requires the "anonymous URL" key to be activated in the Activation policies.

- **Root URL for mail notifications**: activates the ability to define base URL for e-mail notifications. Before LinShare version 1.3.0, this setting was set in the LinShare configuration file, and applied to the whole application globally.

3.10 Administration : Setup policy – ROOT, ADMIN

| Use case title	**Setup policy**
User profiles	**ROOT, ADMIN**
Section	**Administration**
Action	**"Setup policy" link**
Description	Allows or disallows the setting up of features for the selected domain.

3.10.1   Synopsis

Prerequisites :

– selecting the domain the action will be performed on, via the "Domain selection" panel.
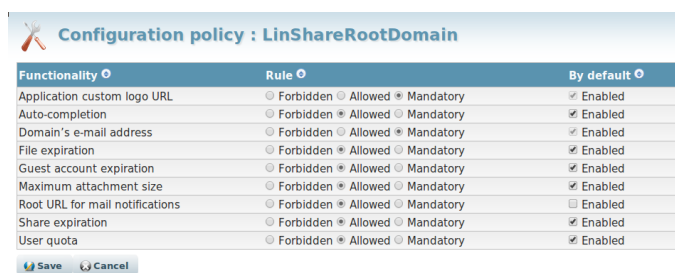
Operations :

1. From the navigation bar, go to "ADMINISTRATION" section, then click on the "Setup policy" link (in the page body) ;

1. Enable or disable the features for the selected domain, as required.

3.10.2   Detailed description

1 Go to "ADMINISTRATION" section. Click on the "Setup policy" link.
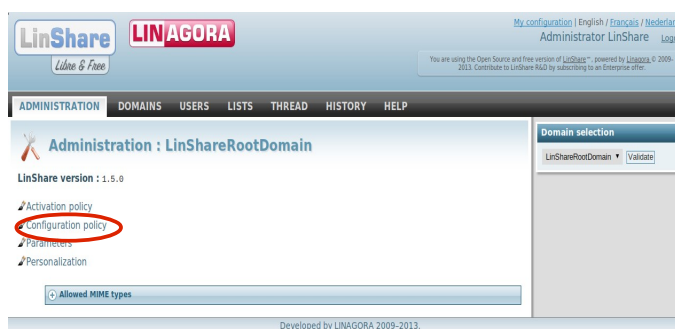
2 Enable or disable features for the selected domain, as required

This section is presented in the same manner as the "Activation policy" section.

This can allow or disallow delegating feature configuration (i.e. setup).

The following choices are available for each feature:

– **"Forbidden":** the feature cannot be configured for the current domain and its sub-domains. The feature will not be displayed in sub-domain setup policies;

– **"Authorized":** the feature may be configured or not for the current domain (through the "Default" field). Furthermore, the feature may be displayed (or not) in the sub-domain setup policy;

– **"Mandatory":** the feature can always be configured in sub-domains. Furthermore, the feature cannot be deactivated in a child sub-domain. The feature will not be displayed in sub-domain setup policies.

Each feature can always be configured by the current domain regardless of policies defined in this Section "setup policy" for this domain.

> **Warning :** setting up a feature impacts the sub-domains of the selected domain, but not the selected domain itself.

3.10.3   Features description

- **Domain's email address** : activate the possibility of configuring the email sender address for each domain, on notification emails sent by LinShare (the "From" field of the email). This address will receive bounce emails, it must belong to the same domain name that the SMTP server for the emails to not be considered as spam.

- **Completion** : activate the possibility of configuring the completion threshold, which is the number of chars from which this autocomplete will be started. It requires the activation of the "Completion" key in activation policies.

- **Files expiration** : activate the possibility of configuring an expiration delay for the files. Passed this date, the file will be removed from the user's personnal space. The "Files expiry" key should also be activated in activation policies.

- **Shares expiration** : activate the possibility to configure a expiration delay for shares. Passed this date, the file will be removed from the user's personnal space. It requires the activation of the "Shares expiry" key in activation policies.

- **Guest account expiry** : activate the possibility to configure a delay for the expiry of guest accounts. It requires the activation of the "Allowed guests" key in activation policies.

- **Customization of the application logo** : activate the possibility to configure the image and the logo link of the application.

- **Global quota** : activate the possibility to configure the size of the global quota allowed to the domain, and shared by all the domain's users. If both global quota and user quota are activated, only the global quota will apply. Requires the activation of the "Global quota" key in activation policies.

- **User quota** : activate the possibility to configure the size of the space granted to every user. If both global quota and user quota are activated, only the global quota will apply. Requires the activation of the "User quota" key in activation policies.

- **Attachment max size** : activate the possibility to configure the maximum allowed size of a file.

- **Base URL for email notifications** : activate the possibility to configure the base URL for email notifications.

3.11 Administration : Configuration – ROOT, ADMIN

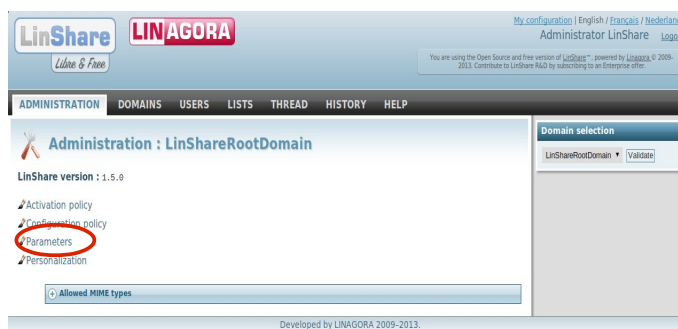| Use case title	**Configuration**
User profiles	**ROOT, ADMIN**
Section	**Administration**
Action	**"Cofiguration" link**
Description	Allows to tweak every fonctionnality (e.g. attachments max size, files expiry, user quota) for the selected domain.

3.11.1 Synopsis

Prerequisites :

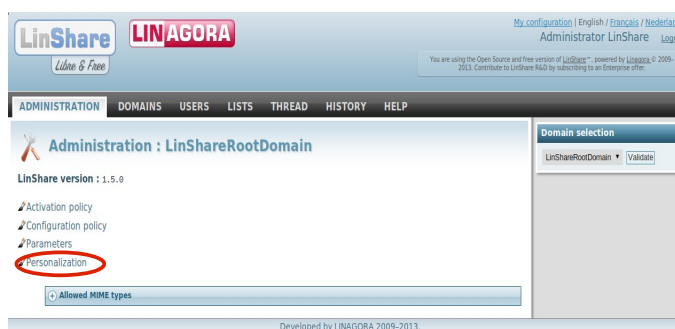– select target domain for the action, though the « Domain selection » panel.

Operations :

1. From the navigation menu, go to the « ADMINISTRATION » section, the click on the « Configuration » link (in the page body) ;
2. Configure the features of the selected domain.

3.11.2 Detailed description

1 Go to the "ADMINISTRATION" section. Click on the « configuration » link.

2 Configure the features of the selected domain.
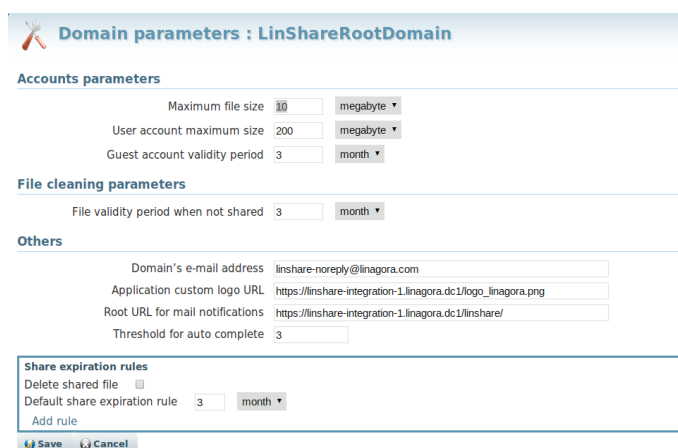
Warning: a feature configuration impacts the selected domain and could impact its sub-domains.

3.12 Administration : Personnalisation – ROOT, ADMIN

Use case title	**Personnalisation**
User profiles	**ROOT, ADMIN**
Section	**Administration**
Action	**"Personnalisation" link**
Description	Allows the personnalisation of the emails sent by LinShare, and the welcome message.

3.12.1 Synopsis

Prerequisites :

– select target domain for the action, though the « Domain selection » panel.

Operations :

1. From the navigation menu, go to the « ADMINISTRATION » section, the click on the « Personnalisation » link (in the page body) ;

2. In any of the three configuration areas, modify the text you wish.

3.12.2 Detailed description

1 Go to the "ADMINISTRATION" section, then click on the « Personnalisation » link.

2 Three configuration areas :
– emails body
– email subjects
– welcome message

3.13 Domaines : LDAP connection – ROOT, ADMIN

| Use case title	**Create an LDAP connection**
User profiles	**ROOT, ADMIN**
Section	**Domains**
Action	**"Creta an LDAP connection" link**
Description	Allows to create a connection with any LDAP style directory.

3.13.1 Synopsis

Prerequisites :

– Access toan LDAP directory.

Operations :

1. Use the navigation menu to go to the «DOMAINS » section. Then click on the « Create an LDAP connection » link, in the page body ;

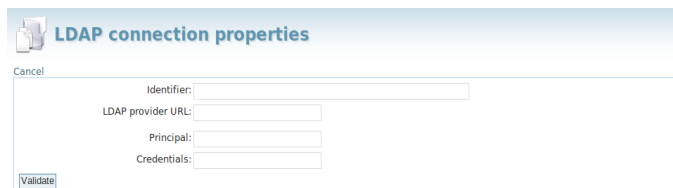2. Enter values in the form fields, then click on « Submit ».

3.13.2 Detailed description

1 Go to "DOMAINS" section.
Click on the « create an LDAP connection » link.
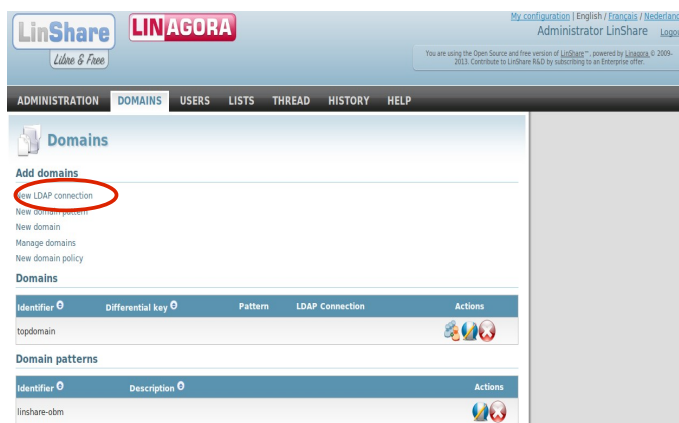
2 Enter the form field values.
Note : please see below for **fields description**.

Click on the « Submit » button.

3.13.3 Fields description : LDAP connection

Parameters of an LDAP connections are :

– **identifier :** unique identifier for this connection
– **LDAP URL :** URI address following the syntax : `ldap://{ip|hostname}:port`
– **Master :** DN of the account used to bind to this directory*
– **Credentials :** password of the previous account

*Optionnal in the case of an anonymous connection

> **Warning :** an unreachable directory badly affect the application usage. Linshare's heart is tied to the directories, a lot of operations will then become impossible.

3.14   Domains : Domains templates – ROOT, ADMIN

Use case title	**Create a domain template**
User profiles	**ROOT, ADMIN**
Section	**Domains**
Action	**Lien "Create a domain model"**
Description	Allows the creation of a domain template, useful to create domains tied to a group of users.

3.14.1   Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « DOMAINS » section, then click on the « Create a domain template » link, in the page body ;

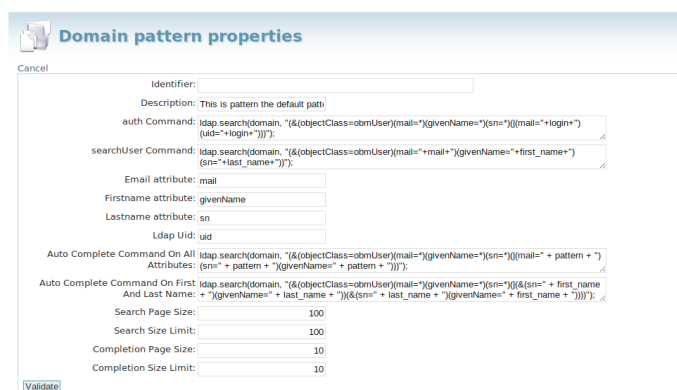2. Fill the form fields, then click on the « Submit » button.

3.14.2   Detailed description

1   Go to the « DOMAINS » section.
Click « Create a domain template ».

2   Fill the form fields (please read below for the fields description).

Click on the « Submit » button.

3.14.3   Fields description : Domains templates

A domain template allows to define how to get the users informations (first & lastname, email address) and where to find them (groups, branches and attributes).

The commands defined in a model template are LDAP requests using JavaScript (LQL : LDAP Query Language). Those requests allow a great customization of the link with a LDAP directory. A request returns a DN (Distinguished Name) list.

Reference : § 4.1 LQL functions (LDAP Query Language), page 54.

A domain template parameters are :

– **Identifier :** unique identifier for this template ;

– **Description :** a short description of the template ;

– **auth Command :** this command id used for authentication to LinShare, the returned list must contain exactly one element ;

e.g.: `ldap.list(domain, "(&(objectClass=obmUser)(mail="+login+")(givenName=*)(sn=*))");`

– **searchUser Command :** used to look at a LinShare user ;

Ex.: `ldap.list(domain, "(&(objectClass=obmUser)(mail="+mail+")` `(givenName="+firstName+")(sn="+lastName+"))");`

– **email Attribute :** name of the LDAP attribute containing the email address of the user ;

Ex.: `emailAddress`

Ex.: `mail`

– **firstname attribute :** name of the LDAP attribute containing the firstname of the user ;

Ex.: `givenName`

– **Attribut lastname :** name of the LDAP attribute containing the lastname of the user ;

Ex.: `surname`

Ex.: `sn`

– **Ldap Uid :** allows to register a permanent authentication key to the user, such as an **uid** or `sAMAccountName`. Otherwise we can also use the email address of the user. ;

– **Auto Complete Command On All Attributes :** this LQL query enables auto complete of users. The provided parttern is used to find a user whose firstname, lastname or email address matches the pattern ;

– **Auto Complete Command On First And Last Name :** this LQL query enables auto complete of users. When a user type two words separated by a space, the auto complete is build by suing the two words are the firstname-lastname or the lastname-firstname ;

– **Search Page Size :** set the way LinShare gets back data from the directory. It's the maximum number of results per page for a query ;

By default, this parameters is set to 100.

A value of 0 disable pagination.

– **Search Size Limit :** set the maximum number of results given by the directory during a search query.

By default, this parameter is set to 100. Usually the user doesn't need to get the full directory listing.

A value of 0 disables the limit of results.

– **Completion Page Size :** set the maximum number of results per page for an auto complete.

By default, this parameter is set to 10.

A value of 0 disable the pagination.

– **Completion Size Limit :** set the maximum number of results the directory will send back during an autocomplete..

By default, this parameter is set to 10.

A value of 0 disable the results size limit.

Note : using LinShare 1.0.0 and up, fields `"auth"` and `"searchUser"` are pre-filled by the application.

3.15 Domains : Create a domain – ROOT, ADMIN

| Use case title	**Create a domain**
User profiles	**ROOT, ADMIN**
Section	**Domains**
Action	**Lien "Create a domain"**
Description	Allows the creation of a new domain in LinShare.

3.15.1 Synopsis

Prerequisites :

– LDAP connection : if you want to link a population to the new domain ;

– domains template : if you want to link a population to the new domain.

Operations :

1. Using the navigation menu, go to the « DOMAINS » section, then click on « Create a Domain » in the page body ;

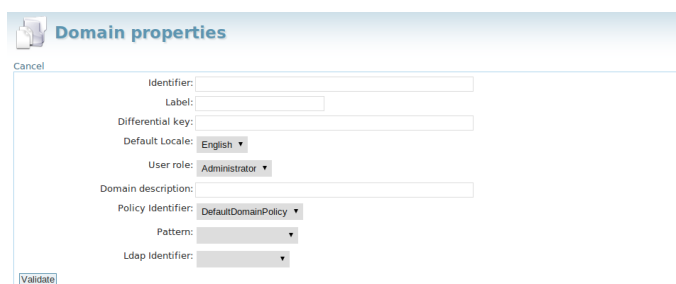3. Type values in the form fields, and click on the « Submit » button.

3.15.2 Detailed description

1 Go to the "DOMAINS" section.
Click on the « Create a domain » link.
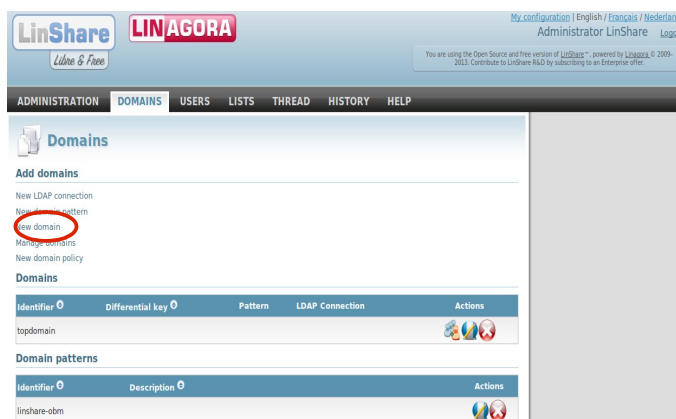
2 Type values in the form fields (please see below for fields description).

Click on the « Submit » button.

3.15.3 Fields description : "Top" domain

Parameters for a "Top" domain:

– **Identifier :** a unique identifier for the domain ;

– **base dn *:** access to a specific part of the directory (example : `ou=users, dc=mon.domaine, dc=local`);

– **Default Locale :** the language used by default for account creation;

– **User role :** role by default of the users in this domain ;

– **domain description :** a short description of the domain ;

– **Policy Identifier :** communication rules to use for this domain ;

– **Domain template * :** the domain template to use ;

– **Ldap Identifier * :** the identifier of the LDAP connection to use.

*Optionnal fields when you do not want to link a user population to the domain (empty domain).

3.15.4   Fields description : Sub-domains "Sub" et "Guest"

The "Sub" subdomain is created the same way that the "Top" domain.

A "Guest" subdomain takes less parameters.

Parameters for a "Guest" subdomain:

– **Identifier :** unique identifier for this guest domain ;

– **Default Locale :** the language used by default for guest creation;

– **Domain description :** a brief description of the domain ;

– **Policy Identifier :** communication rules to use for this domain

3.16 Domains : Sort domains – ROOT, ADMIN

Use case title	**Sort domains**
User profiles	**ROOT, ADMIN**
Section	**Domains**
Action	**"Sort domains" link**
Description	Set the display order of the domains when connecting to LinShare.

3.16.1 Synopsis

Prerequisites :
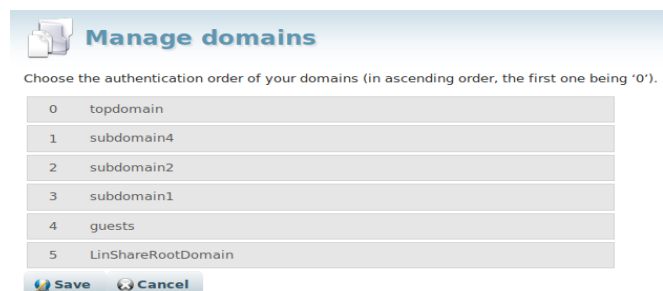
– at least 2 existing domaine.

Operations :

1. Using the navigation menu, go to « DOMAINS », then click on « Sort domains » in the page body ;

2. Drag'ndrop domains until the list is ordered, Then click on the « Record » button.

3.16.2 Detailed description

1 Go to the « DOMAINS » section.

Click on the « Sort domains » link

2 Drag'n'drop domain to the desired position.

Click on the « Record » button.

3.17 Domaines : domain policies – ROOT, ADMIN

Use case title	**Create a domain policy**
User profiles	**ROOT, ADMIN**
Section	**Domains**
Action	**"Create a domain policy" link**
Description	Allows the creation of a domain policy.

3.17.1   Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « Domain » Section, then click on « Create a domain policy » in the page body ;

2. Fill the form fields, then click on the « Submit » button ;

3. Go back to the main « DOMAINS » section then click on « Modify a domain polycy » ;

4. Add rules, then click on the « Submit » button.
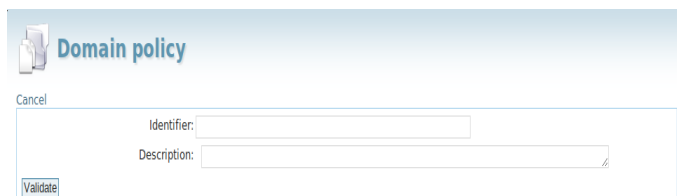
3.17.2   Detailed description

1 Go to the « DOMAINS » section.
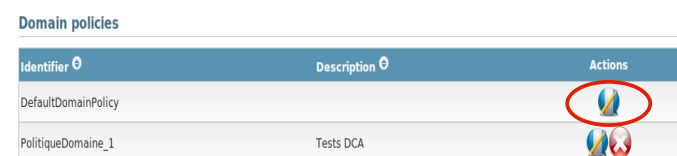
Click on « Create a domain policy ».

2 Fill the « Identifier and Description » fields.

Click on the « Submit » button.

3 Click on the "Modilfy a domain policy" button.

1 Add rules, then click on « Submit ».

Domain policy: DefaultDomainPolicy

Back

Update

Description:

Add Rule

Choose the preference order of your access rules (in ascending order, the first one being '0').

| 0 | Allow All Domains |

Validate

3.18 Users : Find user accounts – ROOT, ADMIN, (USER)

Use case title	**Finding user accounts**
User profiles	**ROOT, ADMIN, (USER)**
Section	**Users**
Action	**Search > Basic or advances**
Description	Allows to lookup user accounts (internals & guests) matching differents criteria, on ste scope of the domains the administrator belongs. Examples : 1. The **root administrator** can see any user account ; 2. A **domain administrator** can only see users of its domain and subdomains ; 3. A user only sees the user accounts of the domain she belongs to.

### 3.18.1 Synopsis

Prerequisites :

– none.

Operations :

– **Simple search** : using the navigation menu, go to the « USERS » section, type some chars in the search field, then click on the « Search » button ;

– **Advanced search** : using the navigation menu, go to the « USERS » section, click on the « advanced » link (on the search menu)

Note : a **simple seach** targets the firstname, lastname and email address. For more precise search criteria, use the advanced search.

3.18.2 Detailed description

1 Go to the « USERS » section.
Type some chars in the search field.
Click on the « Search » button.

2 Go to the « USERS » section.
Click on the « Advanced » link.
Fill search criteria.
Click on the « Search » button.
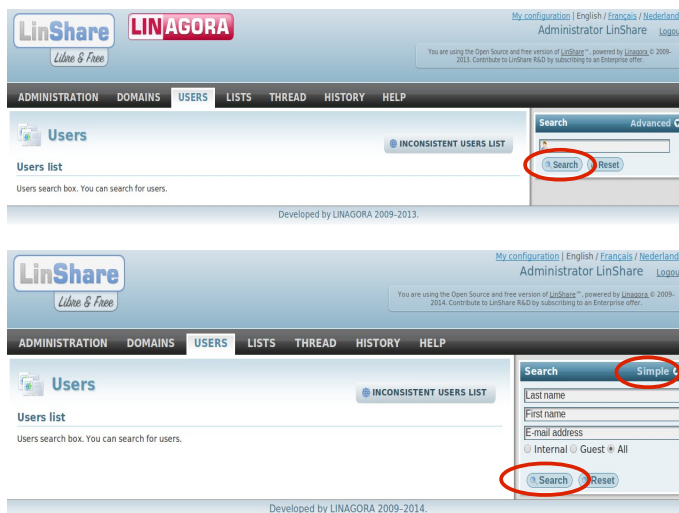
Note : this section also brings the users management, including the modification if user roles.

3.19 Utilisateurs : List non consistent users – ROOT, ADMIN

Use case title	**List non consisten users**
User profiles	**ROOT, ADMIN**
Section	**Utilisateurs**
Action	**« List of non consistent users » Link**
Description	List the users that are registered on LinShare but aren't anymore at the same place in the directory. This allows to change their properties, to delete them or include them in a new domain.

3.19.1 Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « USERS » section, then click on the « List of non consistent users » button, in the page body.

3.19.2 Detailed description

1 Go to the « USERS » section.
Click on the « List of non consistent users » button.

3.20 Listes – Lookup lists – ROOT, ADMIN, (USER)

Use case title	**Lookup lists**
User profiles	**ROOT, ADMIN, (USER)**
Section	**lists**
Action	**–**
Description	Lookup into lists

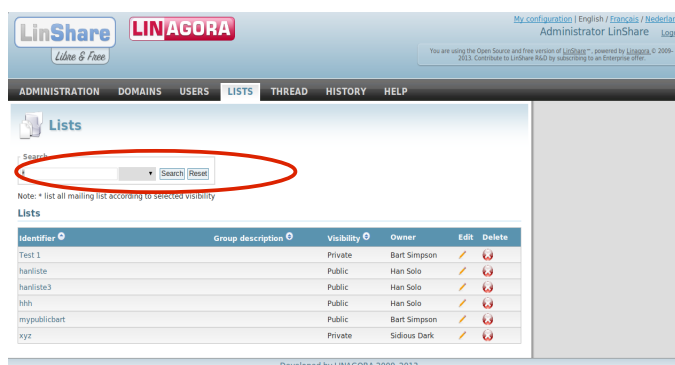## 3.20.1 Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « LISTS » section.

3.20.2 Detailed description

1 Go to the « LISTS » section.
Lookup lists :
- using its list **identifier** ;
- using its **visibility**.

3.21 Listes – Manage list members – ROOT, ADMIN, (USER)

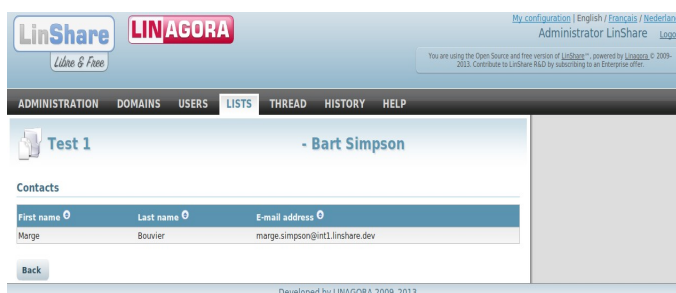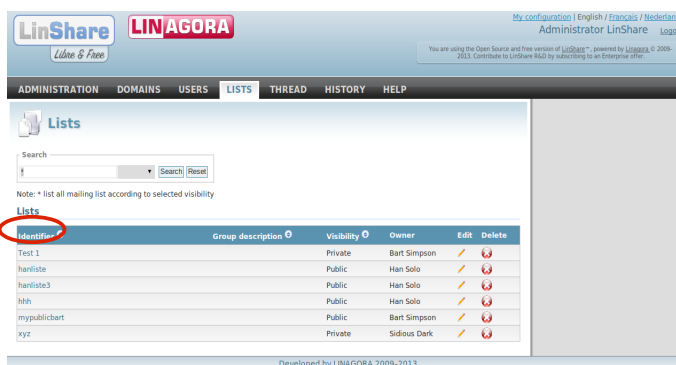| Use case title	**Manage list members**
User profiles	**ROOT, ADMIN, (USER)**
Section	**Lists**
Action	**Search into a list > « <Name of the list> » link**
Description	Lookup, add and remove list members

3.21.1 Synopsis

Prerequisites :

– selection of a list the actions will be targeted on

Operations :

1. Using the navigation menu, go to the « LISTS » section, find a list, then click on the list name to enter its management screen ;

2. Lookup, add and/or remove users members of the list, according to your needs.

3.21.2 Detailed description

1 Go to the « LISTS » section.
Lookup a list.
Then, click on the list name you want to manage.

2 Lookup, add and/or remove the users members of the list, according to your needs.

3.22 Lists – Manage lists – ROOT, ADMIN, (USER)

Use case title	**Manage lists**
User profiles	**ROOT, ADMIN, (USER)**
Section	**Lists**
Action	**–**
Description	Modify and delete mailing-lists.

3.22.1 Synopsis

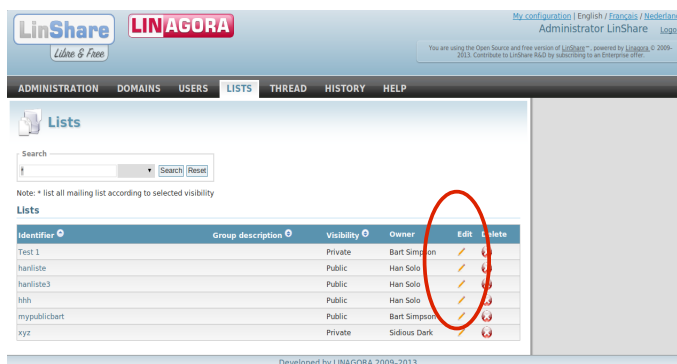**Prerequisites :**

– the list should exist.

Operations :

1. Using the navigation menu, go to the « LISTS » section ;

2. According to the desired action, click on the « Edit » or « Remove » button.

3.22.2 Detailed description

1 Go to the « LISTS » section.

Click on the « Edit » or « Remove » button.

2 Example : « Edit » action.

3.23 Collaborative : looking *threads* – ROOT

Use case title	**Looking *threads***
User profiles	**ROOT**
Section	**Thread**
Action	**–**
Description	Look up *threads*.

3.23.1 Synopsis

Prerequisites :

– none.

Operations :

1. Using the menu bar, go to the « THREAD » menu.

3.23.2 Detailed description

1 Go to the « THREADS » menu.

Lookup threads :
- using a thread's **name** ;
- or by the thread **members**.

Note : This Thread section allows management of all the domain and subdomain threads.

3.24 Collaborative : Rename a *thread* – ROOT

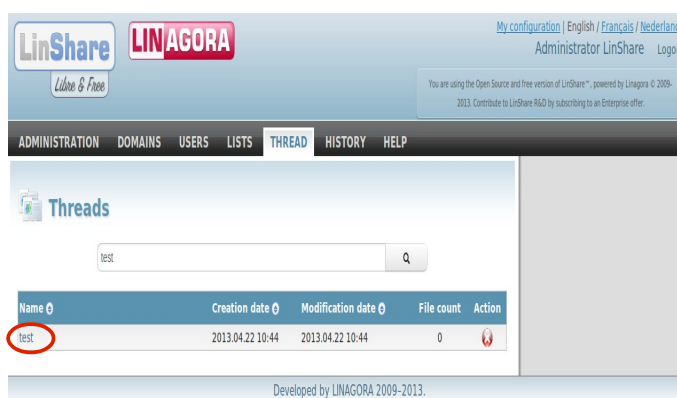| Use case title	**Rename a *thread***
User profiles	**ROOT**
Section	**Thread**
Action	**Manage thread > « Rename this thread » button**
Description	Modify a *thread* name.

3.24.1 Synopsis

Prerequisites :

– selection of a thread the action will target.

Operations :

1. Using the navigation menu, go to the « THREAD » section, lookup a thread, then click the thread name to access its management screen ;
2. Click on the « Rename this thread » button ;
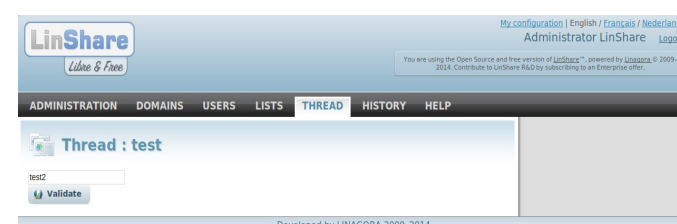3. Update the *thread* name.

3.24.2 Detailed description

1 Go to the « THREAD » section.
Lookup for a thread.
Then, click on the name of the thread to rename.

2 Click on the « RENAME THIS THREAD » button.
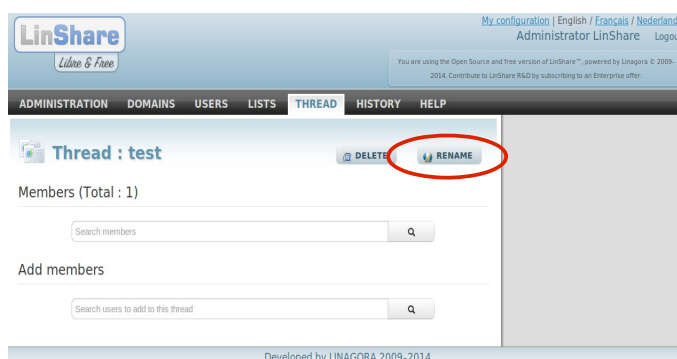
3 Update the *thread* name.

3.25 Threads : Manage *thread* members – ROOT

| Use case title	***Manage thread members***
User profiles	**ROOT**
Section	**Thread**
Action	**Find a thread > « <name of the thread> » link**
Description	Lookup, add and remove thread members.

3.25.1 Synopsis

Prerequisites :

– selection of a thread the actions will target.

Operations :

1. Using the navigation menu, go to the « THREAD » section, lookup a thread, then click on the thread name to access its management screen ;

2. Find, add and remove the thread members, according to your needs.

3.25.2 Detailed description

1 Go to the « THREAD » section.
Find a thread.
Then, click on the thread name.
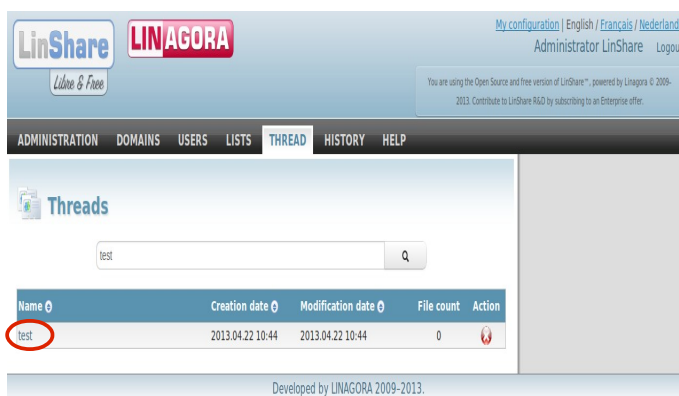
2 Find, add and/or remove members to this thread, according to your needs.
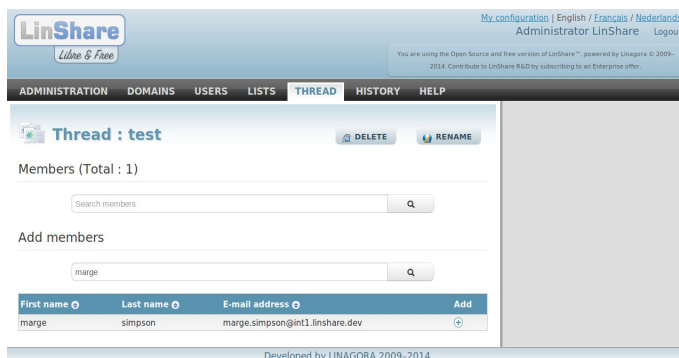
3.26 Historique : Personnal history – ROOT, ADMIN, (USER)

Use case title	**Personnal history**
User profiles	**ROOT, ADMIN, (USER)**
Section	**History**
Action	**« Personnal history » button**
Description	See your own events history.

3.26.1   Synopsis

Prerequisites :

– history visualization feature should be activated by a domain administrator.
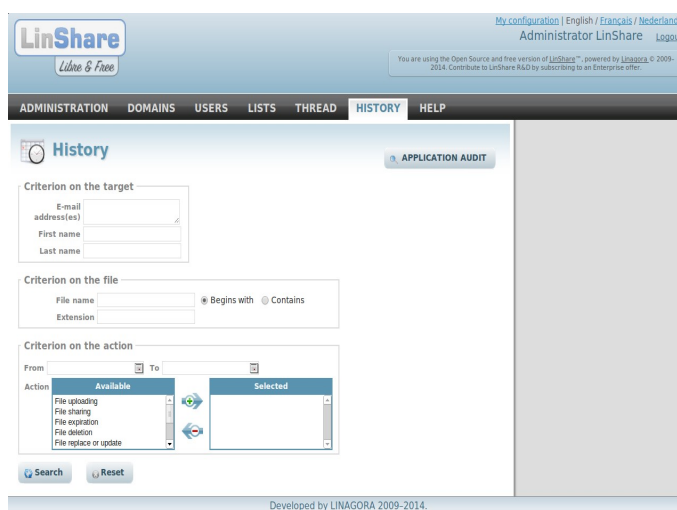
Operations :

1. Using the navigation menu, go to the « HISTORY » section, fill search criteria, then click on the « Search » button.

3.26.2   Detailed description

1 Go to the « HISTORY » section.
Fill search criteria.
Click the « Search » button.

Note : you have to select at least one event (action).

Note : if you are in one of the « Audit » or « Account occupation » sections, click on the « **Personnal history** » button to access your own history.

3.27 History : Audit – ROOT, ADMIN, (USER)

| Use case title	**Application audit**
User profiles	**ROOT, ADMIN, (USER)**
Section	**History**
Action	**« APPLICATION AUDIT » link**
Description	Consult the application logs.

3.27.1   Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « HISTORY » section, then click on the « APPLICATION AUDIT » button ;

2. Type some search criteria, then click on the « Search » button.

3.27.2   Detailed description

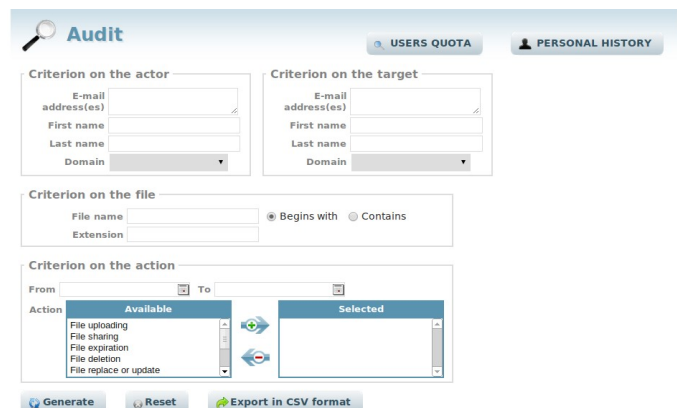**1** Go to the « HISTORY » section.

Click on the « APPLICATION AUDIT » link.
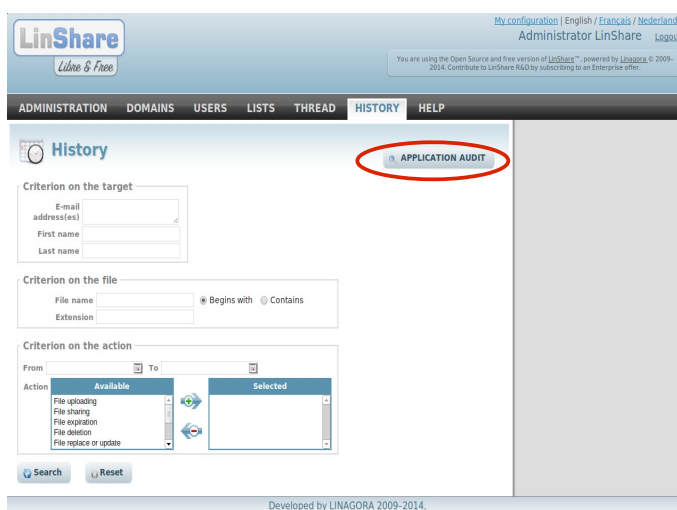
2 Fill in search criteria.
Click on the « Search » button.

Note : you have to select at least one event (action).

Note : results can be exported in CSV format

3.28 History : account used space – ROOT, ADMIN, (USER)

Use case title	**Account used space**
User profiles	**ROOT, ADMIN, (USER)**
Section	**Historique**
Action	**Bouton "ACCOUNT USED SPACE"**
Description	Display the used space per user account.

3.28.1 Synopsis

Prerequisites :

– none.

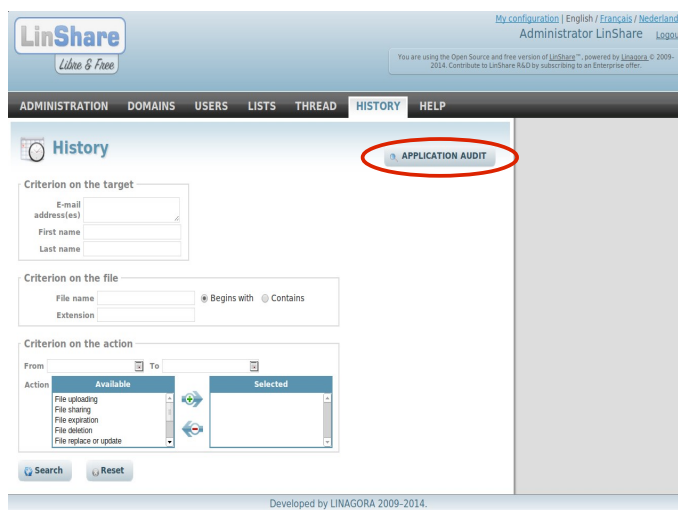**Operations :**

1. Using the navigation menu, go to the « HISTORY » section, then click the « AUDIT » button (in the page body) ;

1. Click on « ACCOUNT USED SPACE » (in the page body ;

2. Fill search criteria, then click on the « Generate » button.

3.28.2 Detailed description

1 Go to the « HISTORY » section. Click on the « AUDIT » button.

2 Click on the « ACCOUNT USED SPACE » button.
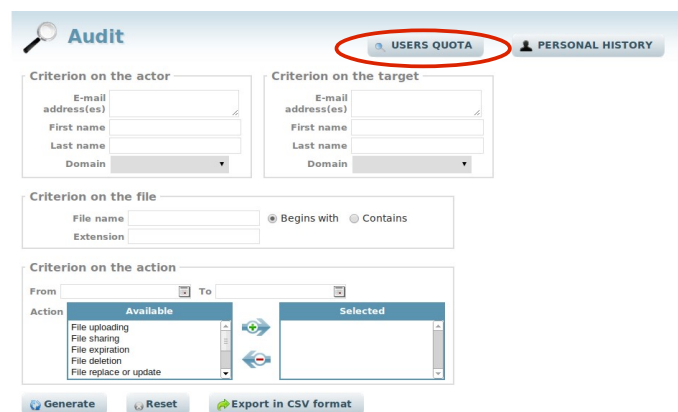
3 Fill in search criteria, then click the « Generate » button.

Note : results can be exported as a CSV file.

3.29 Aide : Online Help – ROOT, ADMIN, (USER)

Use case title	**Online Help**
User profiles	**ROOT, ADMIN, (USER)**
Section	**Help**
Action	**–**
Description	Display the application integrated help.

3.29.1 Synopsis

Prerequisites :

– none.

Operations :

1. Using the navigation menu, go to the « HELP » section. Then click on one of the available sections.

3.29.2 Detailed description

1 Go to the « HELP » section.

Click on one of the provided links :
- Quick user guide
- Quick admin guide

4   Annexe A – Technical complements

4.1   LQL functions (LDAP Query Language)

4.1.1   "ldap.search"

This function brings an « `ldapsearch` » like request, with a `SUBTREE` scope : it recursively lookup in the tree all entries matching the spedicfied « `ldapFilter` » filter, beginning at the « `baseDN` » path.

```
ldap.search (baseDN, ldapFilter) [ Perform with a SUBTREE_SCOPE ]
```

4.1.2   "ldap.list"

This function brings an « ldapsearch » like request, with a `ONELEVEL` scope : itlookup in the tree all entries matching the « `ldapFilter` » filter, looking into the specified « `baseDN` » and its children.

```
ldap.list (baseDN, ldapFilter) [ Perform with a ONELEVEL_SCOPE ]
```

4.1.3   "ldap.read"

This function reads the entry specified by « `baseDN` ».

```
ldap.read (baseDN, ldapFilter) [ Perform with an OBJECT_SCOPE ]
```

4.1.4   "ldap.or"

This function takes as arguments two LDAP « `DN` » lists, merge them and returns the merged list.

```
ldap.or (ListDN, ListDN)
```

4.1.5   Fonction "ldap.and"

This function takes as arguments two LDAP « `DN` » lists, and returns the list of « `DN` » that are in both lists.

```
ldap.and (ListDN, ListDN)
```

4.1.6   Fonction "ldap.attribute"

This function fetch the value(s) of the spedified « `Attribute` » parameter, for the specified « `DN` » object.

```
ldap.attribute (DN, Attribute)
```

4.1.7   "ldap.retain"

This function returns the DN that are in « **ListDN1** » but aren't on « **ListDN2** ».

```
ldap.retain (ListDN1, ListDN2)
```

4.1.8   "ldap.sup"

This function returns the list of all DN of the parents of the specified « **DN** », starting at the level « **intLevel** ».

```
ldap.sup (DN, intLevel)
```

Example : "**ldap.sup("cn=test,dc=linshare,dc=linagora,dc=org", "1")**" will return :

```
dc=linshare,dc=linagora,dc=org
dc=linagora,dc=org
dc=org
```

Warning : an « **intLevel** » of 0 means « returning all the parents of the specified DN, which is also included.

4.1.9   "ldap.fsup"

This function is works like "**ldap.sup(DN, 0)**", to which an LDAP filter is applied, to get back only the DN that matches the pattern.

```
ldap.fsup (DN, ldapFilter)
```

5 Annexe B – obsolete configuration

LinShare tend to provide more granularity, thus implementing the **features configuration per domain**. This means that some configuration keys of LinShare are now deprecated, and their configuration is accomplished through the LinShare web administration menu.

5.1 Obsolete settings for versions ≥ 1.4.0

Deprecated configuration keys :

- `linshare.info.url.base` : Base URL to access the LinShare server. Used in email links of internal and external users.

- `linshare.info.url.internal` : Base URL to access the Linshare server, used in email links of internal users only. This URL is different from the base URL when using an webSSO authentication. For example, with LemonLDAP::NG, it's required to have two distinct URLs to access the LinShare server : one that is protected through the webSSO system, another that is unprotected, to allow manual authentication, in particular for the guest accounts. Without SSO access, set the same value than "`linshare.info.url.base`".

- `job.outdatedshares.beforedate.sendnotification` : Number of days before a share expiration and numbers of email notifications sent to announce the coming expiration of a share.

  Syntax : integers, separated with commas. Each number sets the number of days before share expiration that the mail is sent.

  By default : « **2,7** », meaning a notification seven days before the share expiration, and another one two says before.

  Warning : share expirations are notified, only if the share has not already been downloaded.

5.2 Obsolete settings for versions >= 1.1.0

Deprecated configuration keys :

- `mail.smtp.sender` : Dedicated email address, used by LinShare as the sender's email (email « **From** » field).

5.3 Obsolete settings for versions >= 1.0.0

Deprecated configuration keys :

- `linshare.groups.activated` :

  "`true`" to enable a dedicated sharing space, shared between several users.

  "`false`" to disable this feature.

  Warning : this feature has been removed from LinShare 1.0.0.

5.4   Obsolete settings for versions >= 0.10

Deprecated configuration keys :

- `linshare.default.maxUpload` : Maximum number of « attachments » field in the forms.

- `linshare.default.maxUploadSize` : Maximum size (in bytes) of an attachment.

  By default : "**−1**" (no limit).

6 References

Linagora references

REFERENCE	VER.	PROJECT	TITLE OR IDENTIFIER
`LINSHARE:INST`	1.0	LinShare	LinShare – Guide d'installation rapide `Linagora_DOC_LinShare-<VERSION>_Guide-Install-rapide`
`LINSHARE:USER`	1.0	LinShare	LinShare – Manuel utilisateur `Linagora_DOC_LinShare-<VERSION>_Manuel-utilisateur`

External references

REFERENCE	VER.	PUBLISHER	TITLE OR IDENTIFIER

Web references

REFERENCE	TITLE	LANG	WEB ADDRESS
`WEB:LINSHARE`	LinShare : Open Source file sharing software.	`en-EN`	`http://www.linshare.org/en`