Documentation Conventions

About These Procedures

We have tried to make these procedures easy to follow, whether you're a new or experienced technician. The organization and format are designed to clarify the tasks you are about to perform.

If you're unfamiliar with the format of FileNet Image Services installation and update procedures, or if you need to know the difference between a Note and a CAUTION, please take a few moments now to familiarize yourself with the conventions we've used.

Read the Entire Document

Be sure to read the entire document before you begin. Although many FileNet software installation, update, and conversion procedures appear to be similar, they contain crucial differences. In addition, important changes may occur between releases.

The First Few Times

You should read the explanatory portions of the procedure carefully the first few times you perform the procedure, so you can become familiar with the sequence of steps and commands.

Each subsection of this procedure begins with a brief description of the task you are about to perform. Read the description and all the numbered steps before you begin, so you'll know what to expect as you go along.

As You Become More Familiar

After you have performed the procedure several times, you can skip the explanatory text and concentrate on the actions you need to perform. Remember, however, that a procedure may change from release to release.

Perform Numbered Steps

The introductory paragraphs in each section are usually followed by a series of numbered steps that tell you exactly what you need to do. The steps appear in the following format:

1 Sometimes a step describes informational messages that display on the screen. At other times, you are prompted to enter a command, read a prompt, or take a specific action.

2 Be sure to perform all the steps in their proper sequence. **Do not** skip any steps unless you are specifically instructed to do so.

Read Screen Prompts

Occasionally, text that displays on a screen appears in this document in the following format:

Enter current password for f_maint:
(CR = initial default):

When several lines of information display on the screen, they may be enclosed within a border and look like this:

```
This is the setup configuration:
     NCH server name:  sunrise:FileNet
     SSN:  11008016xx
     Relational database type:  oracle
     Relational database home:  /usr/ora/920
     Relational database user ID:  oracle
     Relational database group ID:  dba
Do you want to continue (y/n) [y]:
```

Keyboard Commands

Some steps include a specific command. These commands appear in the bold typeface, and look like this:

initfnsw start

When we discuss commands in this document, the word Enter means to type the indicated data and press the **Return** or **Enter** key. The word Type means to type the indicated data only, without pressing the **Return** or **Enter** key.

Observe Cautions, Important Notes, Notes, and Tips

Important information and warnings appear in cautions, important notes, notes, and tips. Be sure to read these items carefully:

CAUTION A caution points out a situation that could cause damage to the software or loss of data. The information in this format is crucial to the integrity of the system software.

Important! This heading gives added emphasis to notes that contains particularly vital information that must not be skipped over. While all the information in each section is important, these notes are especially important.

Note A note calls out relevant information that can affect the outcome of the procedure or affect some other part of the system. Be sure to read all notes.

Tip A tip offers hints, unique solutions, or workarounds.

FileNet Education

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