

Outlook Plugin for Blackbaud CRM

Installation Instructions – Mass Install

Our original plugin was designed to be installed on machines that have a single user, by that user. However, we understand that some IT organizations may want to control the installation of the plugin using the Windows System Center Configuration Manager or a similar tool. This eliminates the need for each individual user to install the plugin and enter the configuration information (other than username and password).

Users will still need to individually enter the License Key and their Username and Password the first time they try to use the plugin.

1. IT Administrators need to complete the common.json file available at <http://www.siliconharborsolutions.com/downloads/common.json> or from our Customer Area.
2. Using Windows System Center Configuration Manager (or something similar), file the common.json file in C:\ProgramData\Blackbaud CRM Outlook Plugin\
3. Install the .msi file for the plugin on your user's machines
4. The configuration information will be pre-loaded and the user will only have to enter your license key, as well as their individual username and password.

Common.json instructions:

```
{ "Domain": "BlackbaudHostingSAMPLE",  
  "Database": "BBInfinity",  
  "ServiceUrlBasePath": "https://SAMPLE.blackbaudhosting.com/1234p/" }
```

Domain can be found from the Application Users datalist under Administration > Security in Blackbaud CRM. Usernames will look like DOMAIN/USERNAME on the Datalist.

Database can be found from your URL to access Blackbaud CRM.

ServiceUrlBasePath MUST end in a "/" – usually this is everything before 'WebUI' in the URL you use to access Blackbaud CRM.