

How to Install and/or Upgrade to Hyland OnBase Unity Client V17 via Software Center

This document will walk you through installing and/or upgrading the Hyland OnBase Unity Client software via Microsoft System Center Configuration Manager Software Center (aka. Software Center).

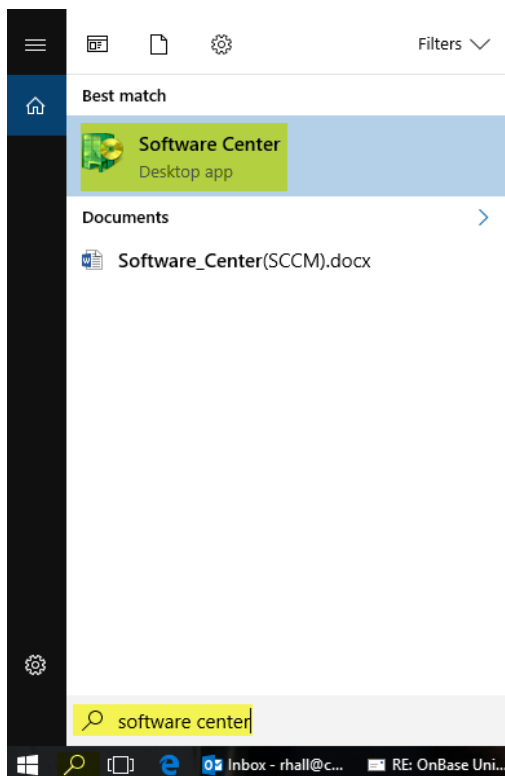
The new Hyland OnBase Unity Client v17 operates the same as the old Hyland OnBase Unity Client v15 and is very similar visually to use. Hyland OnBase Unity Client v17 replaces the older Hyland OnBase Unity Client v15 that was retired on 5/9/19.

Please Note:

1. The Hyland OnBase Unity Client is available to either On Campus PC Computers with a wired network connection (i.e. No Mac install) or via CougarApps for Mac, Off Campus or On Campus Wireless Connections.
2. If you are following the below instructions and are not able to run Software Center and/or do not see the OnBase Unity Client within Software Center, please stop and contact the helpdesk@csusm.edu or call x4790. They will need to make a HelpSpot ticket to update your computer and/or access for Software Center.

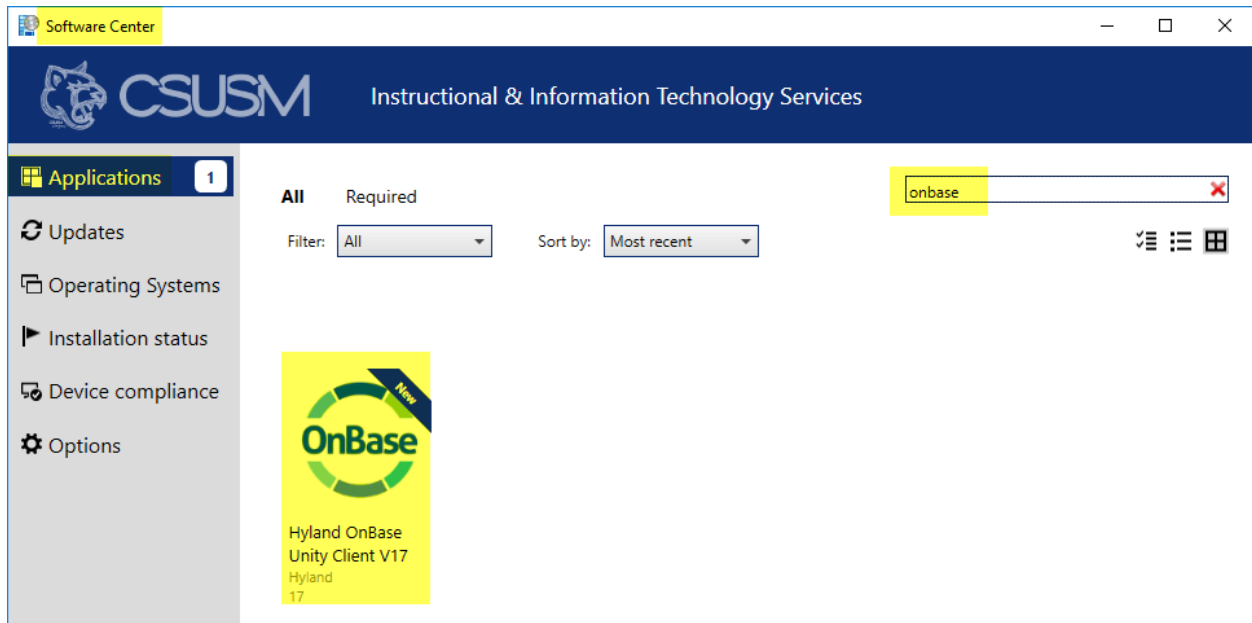
Access OnBase Unity Client from Software Center

1. Click on the Windows Search icon in the bottom left (next to the Windows Start button)
2. Type 'software center'
3. Click on the Software Center application

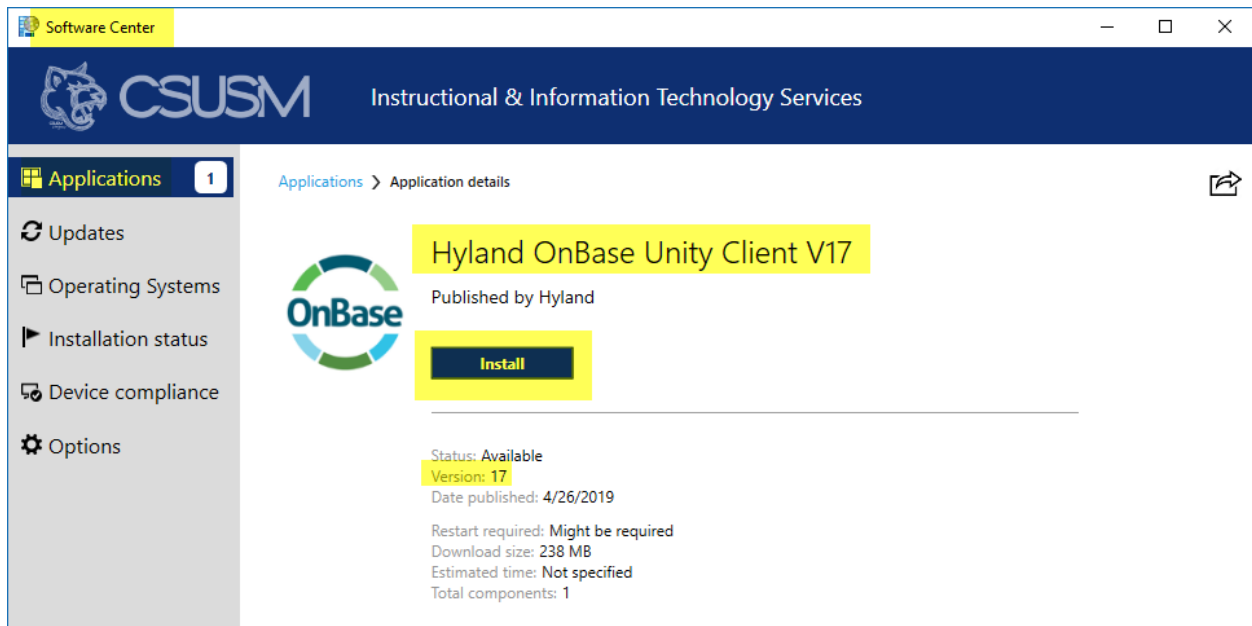


**If you are not able to run Software Center and/or do not see the OnBase Unity Client with Software Center, please stop and contact the helpdesk@csusm.edu or call x4790. They will need to make a HelpSpot ticket to update your computer and/or access for Software Center.

4. Type 'onbase' in the Search box in the top right
5. Click on the Hyland OnBase Unity Client V17 icon




6. The screen will change to the installation screen. Click the 'Install' button.



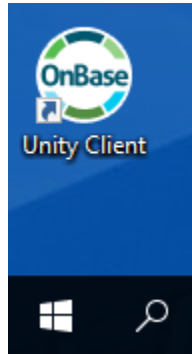
7. Please wait a minute or two for the install to complete.
 - a. To confirm the installation is complete:
 - i. Click the 'Installation status' tab to the left
 - ii. Type 'onbase' in the search box at the top right
 - iii. You should see Hyland OnBase Unity Client V17
 - iv. The right column is 'Status' and should say 'Installed'
 - v. Close the Software Center window after the Hyland OnBase Unity Client V17 has been installed.

The screenshot shows the CSUSM Software Center interface. The top navigation bar includes the CSUSM logo and the text 'Instructional & Information Technology Services'. A left-hand sidebar contains several menu items: 'Applications', 'Updates', 'Operating Systems', 'Installation status' (which is highlighted with a blue bar and a white arrow), 'Device compliance', and 'Options'. The main content area is titled 'All Upcoming' and features a search box containing the text 'onbase'. Below the search box, there are filters for 'Filter: All' and 'Sort by: Application name: A to Z'. A table of results is displayed with the following columns: 'Name', 'Publisher', 'Install date', and 'Status'. The table contains one entry: 'Hyland OnBase Unity Client V17' by 'Hyland', installed on '4/29/2019', with a status of 'Installed'. The 'Status' column is highlighted in yellow.

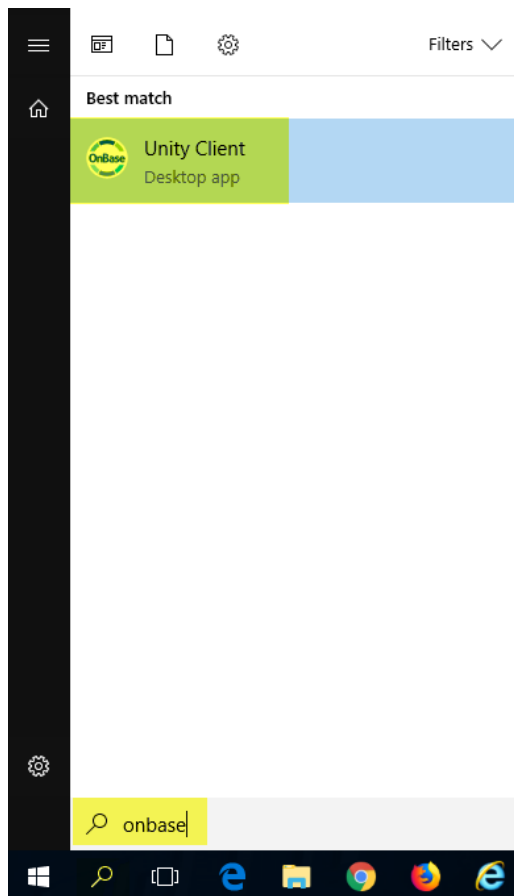
Name	Publisher	Install date	Status
 Hyland OnBase Unity Client V17	Hyland	4/29/2019	Installed

Starting OnBase Unity Client

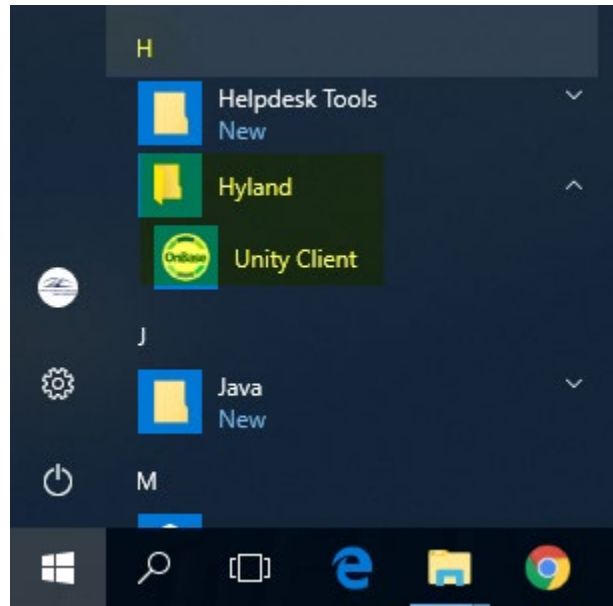
1. You can start the OnBase Unity Client a couple of ways:
 - a. By the OnBase Unity Client shortcut on your desktop



- b. By using Windows Search
 - i. Clicking on the search icon in the bottom left (next to the Windows Start button)
 - ii. Type 'unity'
 - iii. Click the OnBase Unity Client application



- c. By scrolling through the Windows Start Menu
 - i. Clicking on the Windows Start Button
 - ii. Scroll to the letter 'H'
 - iii. Click on 'Hyland'
 - iv. Click on 'OnBase Unity Client'



- 2. The 'Unity Client' login page will appear
 - a. Enter your CSUSM username and password

