

FinalCode®

FinalCode Viewer

User Manual

Edition 2.32

Target: FinalCode Viewer Ver.4.32

June 24th, 2015

Introduction

Thank you for choosing FinalCode. This manual describes how to install, and operate 'FinalCode Viewer' software. 'FinalCode Viewer' is part of 'FinalCode Enterprise' and 'FinalCode ASP'.

This manual uses abbreviations for products and functions, as follows:

FCL file	Indicates a file encrypted by FinalCode. The file extension is *.fcl.
user	When users are registered to FinalCode by Master admin, user is called 'paid user'. Otherwise user is called 'non-paid user'.
E-mail address	Each user has its own unique e-mail address. All e-mail addresses are determined in lower case (upper case letters are lowered internally).
FinalCode Client	FinalCode Client is software to install on a Windows PC. To make this software fully operable, 'paid user' must register users on a device.
FinalCode Viewer	If FinalCode Client is registered by a non-paid user, the software will be activated as FinalCode Viewer with some functionality disabled. FinalCode Viewer cannot create a new FCL file nor access to Management Console.
FinalCode Reader	Both 'paid user' and 'non-paid user' can install this software. Installation does not require administrative privileges. Only certain file formats can be accessed and viewed by the software.
Management Console	Indicates the FinalCode Management Console that allows for management operations, such as changing file permissions and searching for access logs on web browsers.
FinalCode Server	Indicates the server which provides 'Management Console' to paid users. Also manages permissions for FCL files, user lists with organizations, and devices.

Device authorization	FinalCode Client / Viewer / Reader is activated after user registration. Each user can authorize up to 3 devices.
Master administrator	Permitted to perform user registrations. Can manage users, devices, and logs are available in Management Console.

- * Management Console is also accessible from a web browser alone.
- * FinalCode Server is included in the “FinalCode Enterprise” package, otherwise it is only provided as a cloud service. FinalCode ASP does not require the FinalCode Server to be installed by a customer.

Please keep this manual for future reference.

Information in this document is subject to change without notice.

Handling Instructions

Please read below for proper use.

FinalCode Client/Viewer/Reader requires user registration on each user device. Once registered, device authorization becomes available and therefore each device (incl. its operating system) should be properly managed giving one dedicated account for each individual user.

Users should not leave their device in an open state for FCL files. When a device is lost, the file owner or administrator should be notified to make changes to file permissions or device authentications.

System Requirements

OS	Windows Vista Ultimate SP2 32-bit/64-bit Windows Vista Business SP2 32-bit/64-bit Windows 7 Ultimate SP1 32-bit/64-bit Windows 7 Professional SP1 32-bit/64-bit Windows 8 Pro 32-bit/64-bit Windows 8 Enterprise 32-bit/64-bit Windows 8.1 Pro 32-bit/64-bit Windows 8.1 Enterprise 32-bit/64-bit Windows Server 2008 R2 SP1 64-bit Windows Storage Server 2012 Windows Storage Server 2012 R2
CPU	Intel Pentium/Celeron or compatible, 300 MHz or faster Recommended: 1 GHz or faster
RAM	128 MB Recommended: 512 MB or more
Hard drive	50 MB or more free space
Display	1024 x 768 or more
Network	Internet connectivity via http and https. A valid e-mail address for user registration.
Web browser	Internet Explorer 7, 8, 9, 10 or 11 * JavaScript should be enabled * Cookie should be enabled

- Free space to accommodate file encryption / decryption is required.
- In some cases, warnings from firewall software, such as security center warning, may be displayed. If a warning referring to the program name "finalcode.exe" is displayed, select "Always allow" for each such warning.
- In some cases, antivirus programs may inadvertently cause a false detection (e.g., "a suspicious behavior was detected").
- For additional information, refer to the FAQ sections on the FinalCode website.
- Encryption operation in Windows Storage Server 2012 and Windows Storage Server 2012 R2 has been tested.
- For Windows 8 and 8.1, only Desktop UI is available. Modern UI is not supported.
- Japanese, English, Chinese are supported as operating system.
- FinalCode Client/Viewer cannot co-exist with FinalCode Reader on the same instance. Uninstallation of FinalCode Reader is required before installing FinalCode Client/Viewer.

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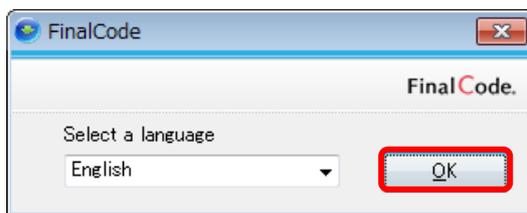
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1. Installation

This chapter describes how to install FinalCode on a Windows PC.

- FinalCode identifies each user by matching the user's PC and E-mail address to prevent leakage of sensitive information to third parties.

- Exit all other programs before executing the install program.
- Double-click the install program file to start the installer.
- The language selector appears. Select the language you want to use on the client, and then click the [OK] button.

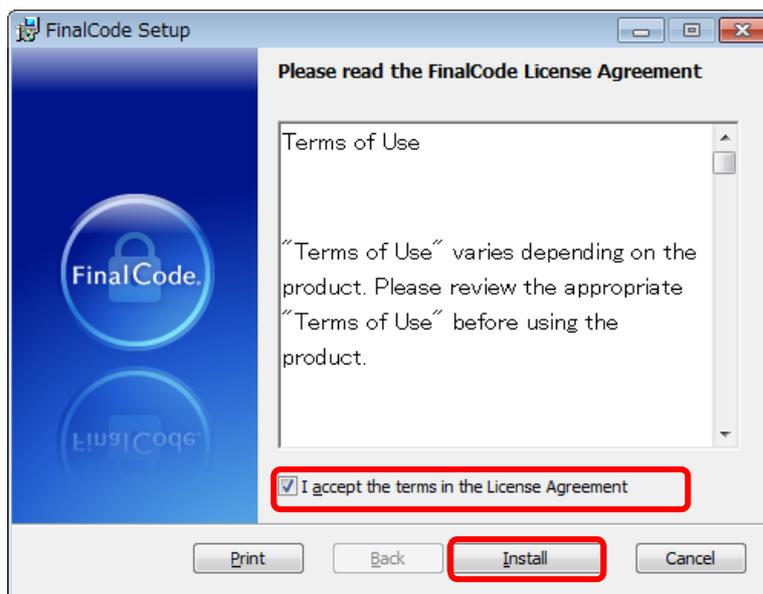


CAUTION

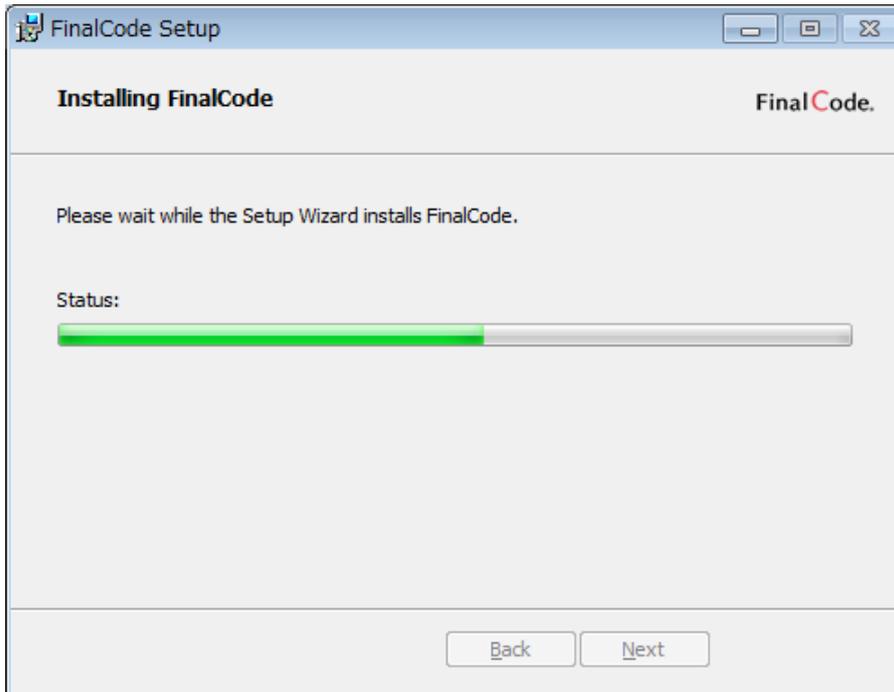
The administrative permission is required for the installation.

- A license agreement appears.

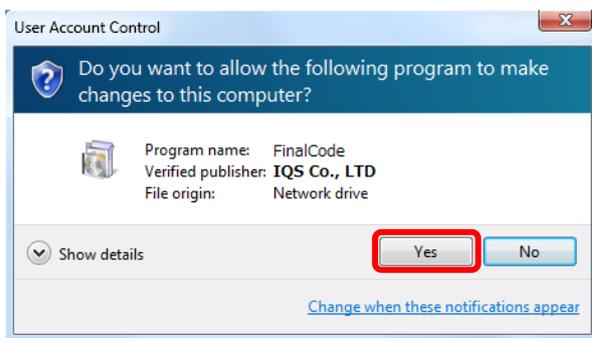
Read the displayed text, and if you agree, check the "I accept the terms in the License Agreement" checkbox and click the [Install] button.



5. The installation starts.



6. When the user privilege escalation dialog box appears, click [Yes] or [OK].



For Windows Vista or later

- **For Windows Vista or later**

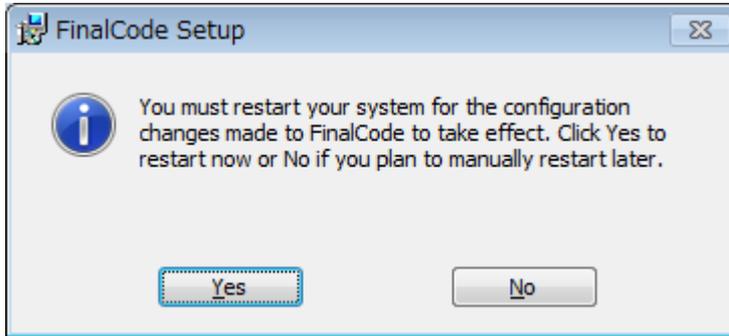
If you do not have an administrative permission, you will be presented with a dialog box for entering a user account having administrative permissions. Enter the user name and the password.

7. When finished with the installation, click the [Finish] button.



- Restart the system.

Clicking the [Yes] button restarts the system.



After the system restarts, the client is ready for user registration.

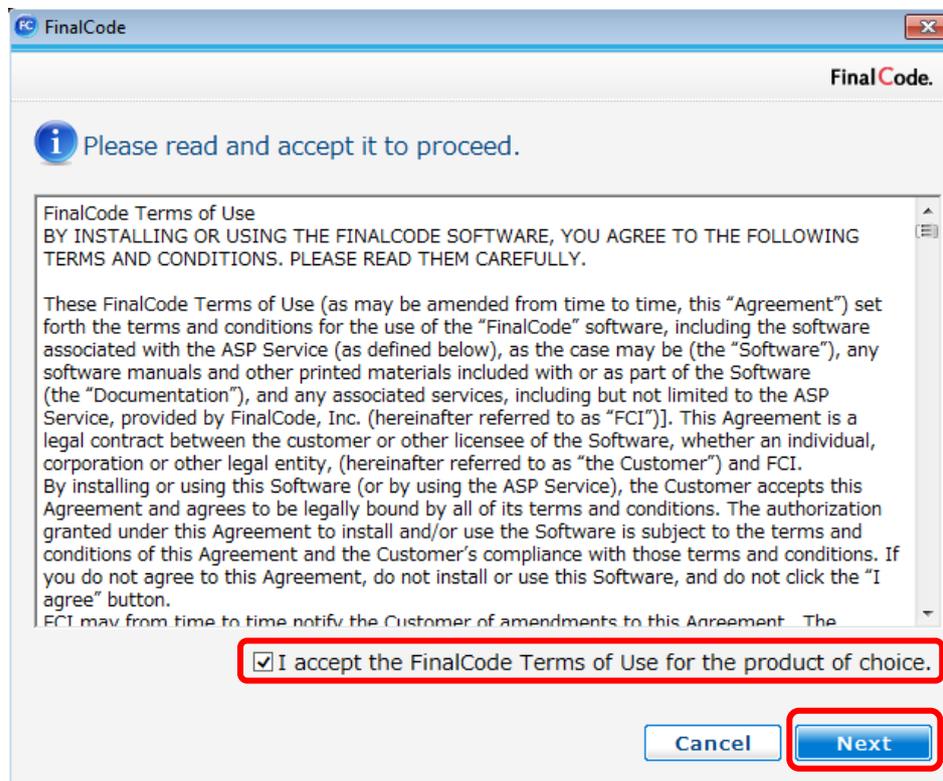
2. User Registration

2.1. Registering a User

FinalCode identifies each user by matching the user's PC and e-mail address to prevent sensitive information from leaking to third parties. To activate FinalCode, the user needs to be registered with the FinalCode server by specifying the user's e-mail address.

1. Terms of use appear.

Check the displayed text, and if you agree, check the 'I accept the FinalCode Terms of Use for the product of choice' checkbox and click the [Next] button.



2. Start user registration.

In the “E-mail address” field, enter the E-mail address you want to register on the current device. Enter the same E-mail address in the “Confirm” field, and then click the [Next] button.

- If basic authentication is required for browsing the Internet, set the network by clicking the [Network settings] button. For details, see “2.2Network Settings

3. Receive one-time password E-mail.

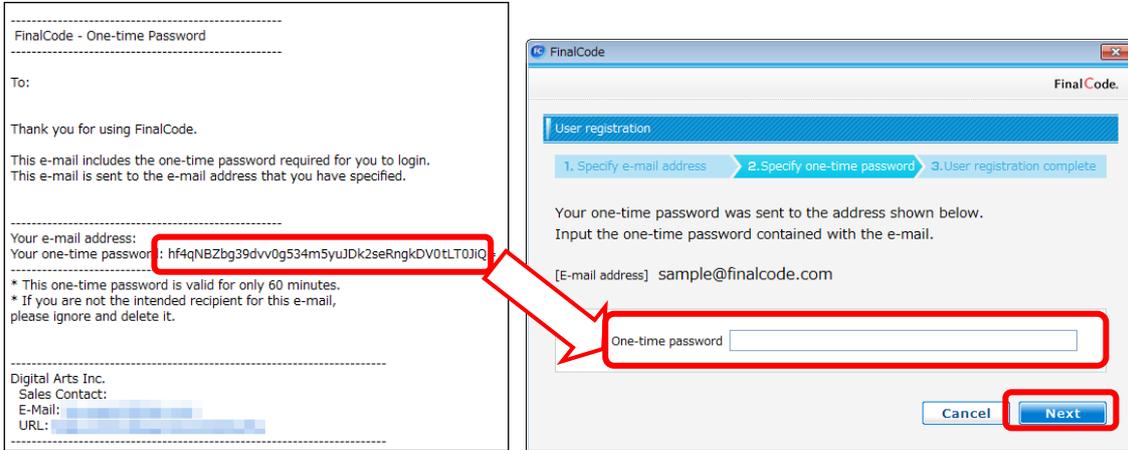
A one-time password will be sent to the E-mail address entered in Step 2.

Receive the E-mail and follow the instructions.

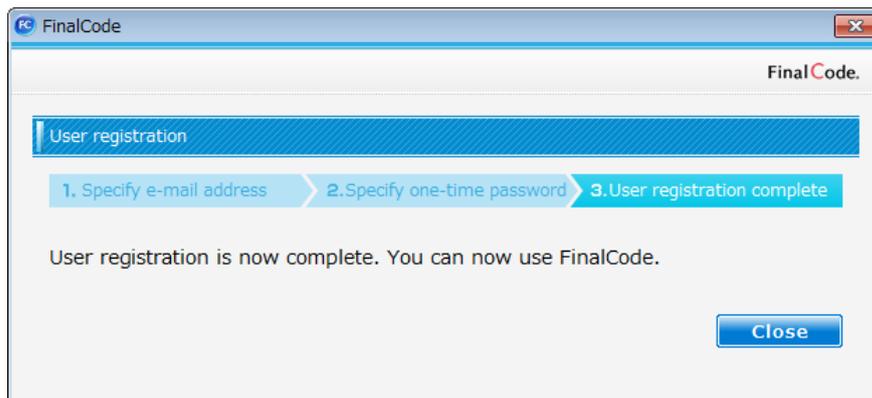
- If E-mail does not arrive within a few minutes, check the E-mail address and try again.
- If an anti-spam program is installed, check the spam folder.
- For security reasons, the one-time password expires 60 minutes after it is sent. If this occurs, click the [Cancel] button or restart FinalCode, and then start over from Step 1.

4. Enter one-time password.

Enter the one-time password described in the E-mail text into the “One-time password” field. Then, click the [Next] button.

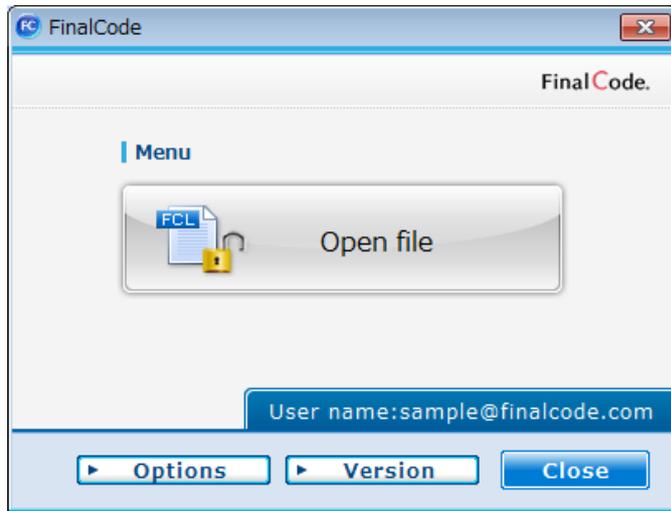


5. Completes user registration.



Start the FinalCode Client to open the “Menu” window as shown below.

From here, you can use the decryption functionality.



2.2. Network Settings

Network setting is required if proxy authentication is used for browsing the Internet.

- Proxy authentication corresponds to the Internet browsing environment where a user name and password are needed to be entered in the web browser.

1. In the “Menu” window on the client, click the [Options] button.
2. In the “Options” setting, click the [Network settings] button.
3. Under “Network settings,” check the “Proxy basic authentication” checkbox, and then enter the user name and password for internet browsing.
4. Click the [Update] button.

The screenshot shows the 'FinalCode' application window with the 'Network settings' tab selected. The 'Proxy server' section is highlighted with a red box and contains three radio button options: 'No proxy server', 'Use Internet Explorer settings' (which is selected), and 'Manually specify proxy server'. Below these are input fields for 'Address' and 'Port'. The 'Proxy basic authentication' section is also highlighted with a red box and contains a checked checkbox, a 'User' field with the text 'username', and a 'Password' field with ten black dots. At the bottom, the 'Update' button is highlighted with a red box. A status bar at the very bottom shows 'User name: sample@finalcode.com'.

3. FCL File Decryption

Decryption is only possible for supported file types.

3.1. Decrypting an FCL File

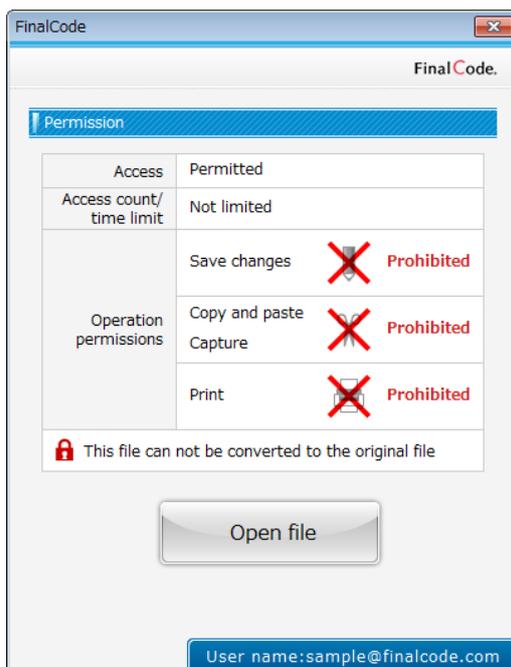
1. Double-click an encrypted FCL file to open it.



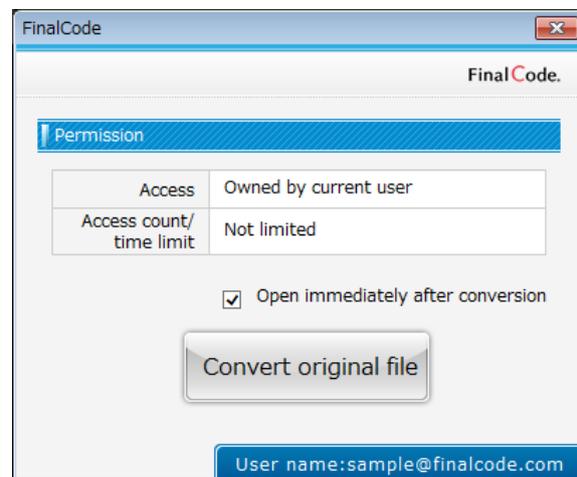
- As an alternative, click the [Open file] button in the FinalCode operation menu and select the desired FCL file.

2. The permissions assigned to the FCL file are displayed.

The dialog depends on given permissions.



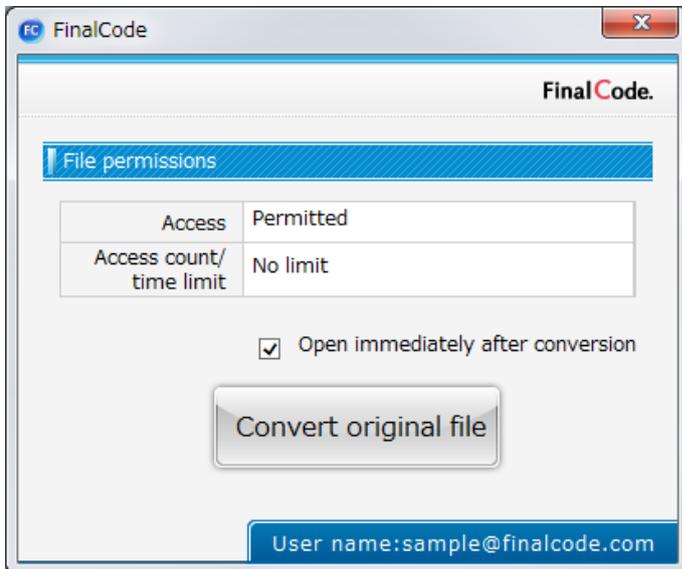
Dialog for when "Allow extraction of original unencrypted file" is disabled



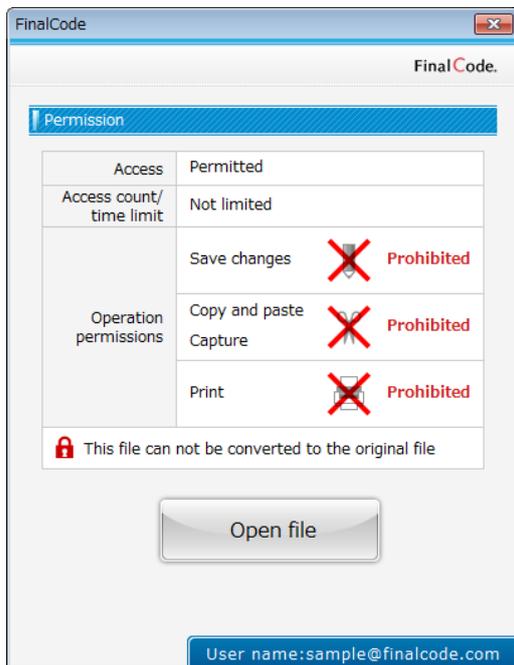
Dialog for when "Allow extraction of original unencrypted file" is enabled

When "Allow extraction of original unencrypted file" is enabled

The [Convert original file] button can be clicked to save the file as the original file (i.e., what it was before encryption).



When "Allow extraction of original unencrypted file" is disabled



By clicking 'Open file' button, the FCL file gets open with the application that the user associates with the file type in Windows.

Save changes

If it's prohibited, the user can not save the changes in the file. If it is allowed, the user can save the change, once the file is closed, the file will gets re-encrypted in the given permission setting.

Copy and paste Capture

If it's prohibited, the user can not copy and paste the contents inside the encrypted file to other files or take a screenshot of the contents. Even in this setting, the user can copy data from other files and pasted it to the encrypted file.

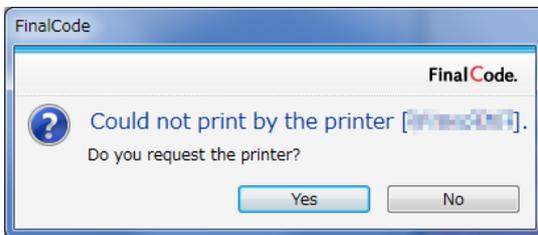
Print

If it's prohibited, the user can not print out the contents. If it is allowed, the user can do (with watermark if it is set).

Printing can be blocked even for a file for which a file owner allowed printing, if the administrator prohibit the specific printer usage.

- When the printer control is ON, users of FinalCode Client/Viewer versions v4.30 or earlier can not print out the content at all.

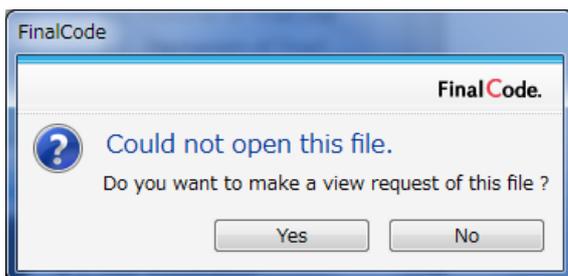
When printing is prohibited due to the printer control, the user can raise a request to use the printer through a pop-up dialogue. After the master administrator approving the request, the requested printer will be allowed.



- When an FCL file is open at the time printing request was approved, it is necessary to reopen the FCL file.

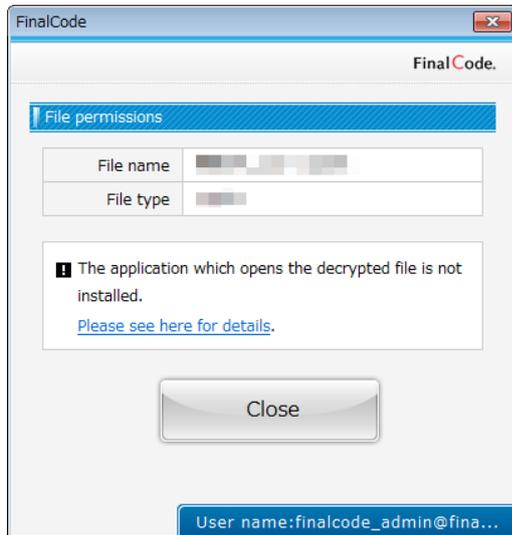
3.2. Opening a non-permitted file.

The following dialog window appears.



3.3. Opening the file of which the file type is not supported by FinalCode

When try to open an FCL file that is not supported by FinalCode, the window shown below appears.

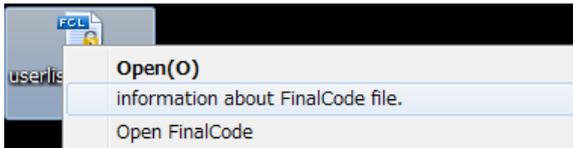


- When files encrypted by FinalCode are decrypted, they are viewed by the corresponding applications that match the file type of the original files.
- For a list of the files that are permitted by FinalCode, visit the FinalCode website, navigate to "System Requirements", and check "Software products that have been tested and confirmed to work".

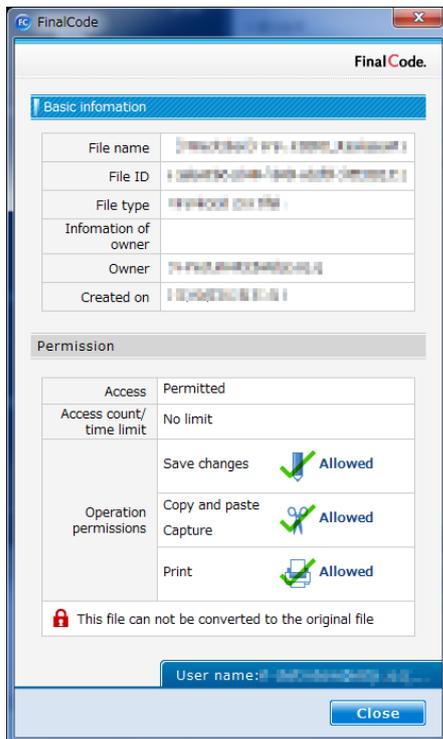
4. Checking the Basic Information of FCL Files

You can check the basic information and permissions of FCL files.

1. Right-click the icon of the desired FCL file, and then click “Information about FinalCode file.”



2. The “Basic information” window opens, showing you the basic information and permissions of the file.



5. Changing the device or E-mail Address to use

5.1. Changing the Terminal to Use

If the terminal to use is changed, installation and user registration must be performed again on the new device.

For the instructions on installation and user registration, see Chapter “1. Installation” and “2. User Registration.”

Uninstallation of FinalCode software is recommended on an unused device.

The E-mail address in use can be registered to view the list of created files and access log.

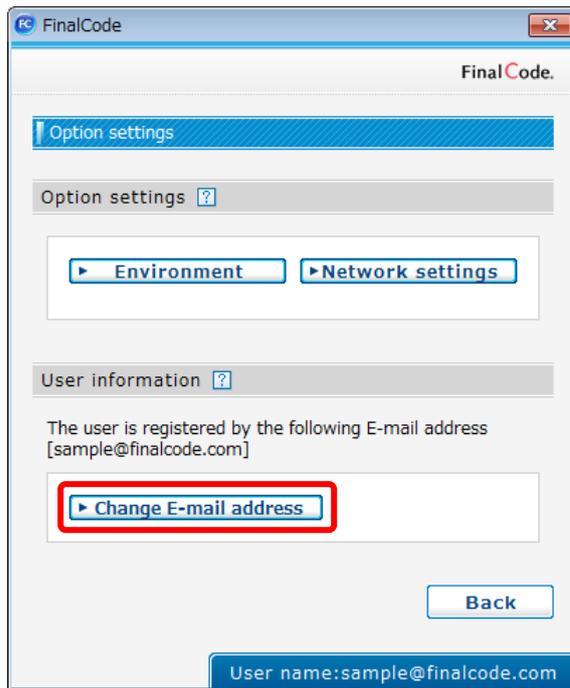
- If you change the terminal, encrypted FCL files should be backed up separately.
- Optional settings need to be set anew.

5.2. Changing the registered E-mail Address

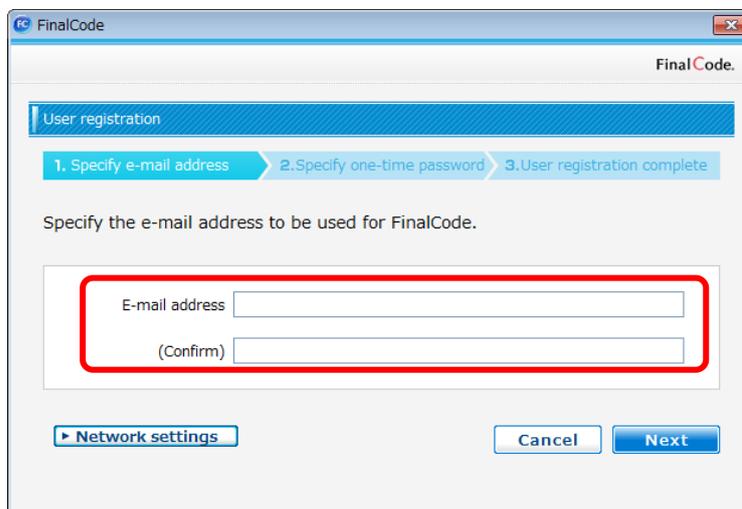
Please follow the following steps to change the registered E-mail address for a device.

1. On the client, open the “Menu” window and click the [Options] button.

- In the “Option settings” window, click the [Change E-mail address] button.



- The “User registration” window appears.



- This completes the e-mail address change with FinalCode.

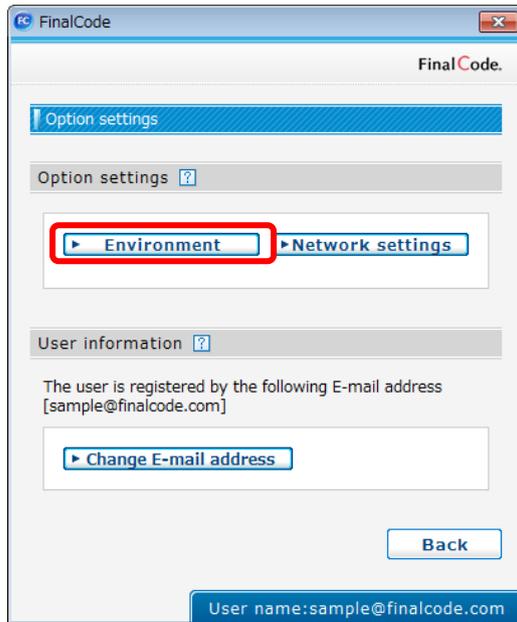
Be aware that you cannot inherit the previous file search or access log with a new E-mail address.

6. Setting the FinalCode Viewer environment

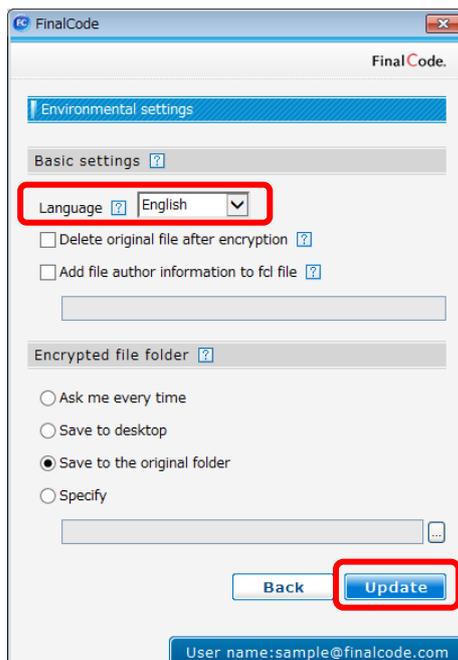
This section describes how to change the environmental setting on FinalCode Viewer.

6.1. Changing language

1. In the FinalCode operation menu, click the [Options] button.
2. In the “Options” window, click the [Environment] button.



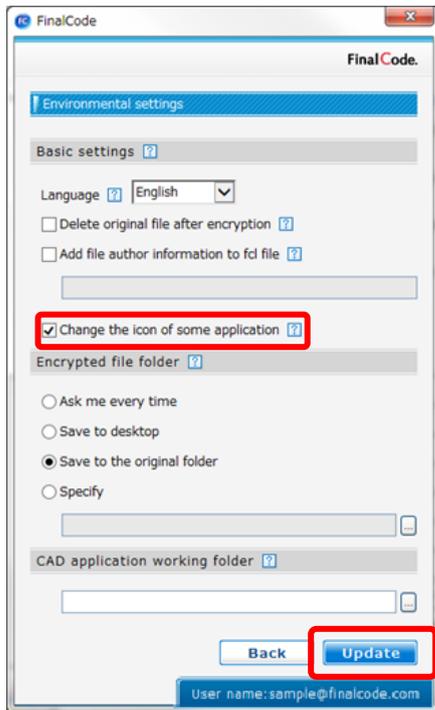
3. Select the language you want to use from “Language,” and then click the [Update] button.



6.2. Changing icons of particular file type

You can change icons of FCL file to look closer to original file icons.

1. In the FinalCode operation menu, click the [Options] button.
2. In the “Options” window, click the [Environment] button.
3. Check “Change the icon of some application” checkbox.



4. Click the [Update] button.

5. A dialog to promote to reboot the Window File Explorer appears. Click the [OK] button.

File types whose icons are affected by this function.

Office related	Excel	Excel book	xlsx
		Excel 97-2003 book	xls
		CSV	csv
		Open document spread sheet	ods
	Word	Word document	docx
		Word 97-2003 document	doc
		Rich text	rtf
		Open document text	odt
	PowerPoint	PowerPoint presentation	pptx
		PowerPoint 97-2003 presentation	ppt
Open document presentation		odp	
PDF	Acrobat Pro, Reader	Adobe PDF file	pdf

7. Using FinalCode with a CAD software

This section describes how to use the FinalCode with a CAD software.

7.1. Preparation

Two preparation steps need to be done before using FinalCode with a CAD software.

Adding the associated file type for CAD software.

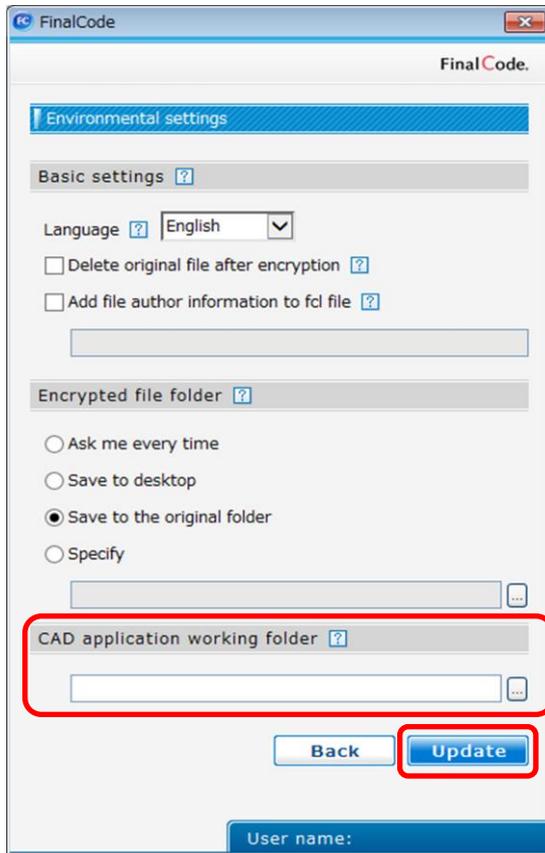
The CAD file extension should be associated with proper CAD software in order to open encrypted file with CAD software.

Setting working folder for CAD software

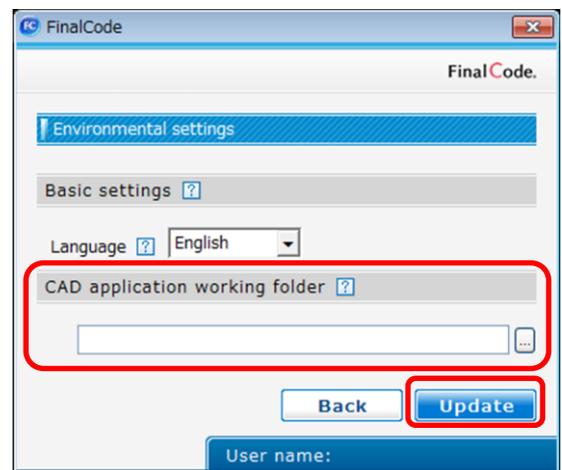
The encrypted CAD data file can only be decrypted by FinalCode client in the working folder. The working folder should be registered to FinalCode viewer. In this particular working folder, all files are controlled under FinalCode. The files in this folder will be wiped out without a notice when CAD software is closed. It is strongly recommended that you create a new folder and then copy an encrypted file into it to avoid misdeleting of existing files.

1. In the “Options” setting click the [Environment] button.

2. Enter the folder's path name at "CAD application working folder".



FinalCode Client



FinalCode Viewer

3. Click the [Update] button.

7.2. Opening encrypted CAD files

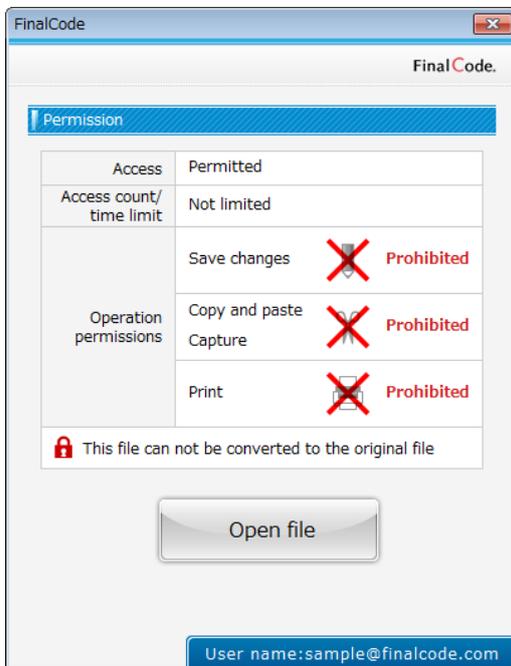
Confirming file permission

1. Double-click on an encrypted FCL file to open it.

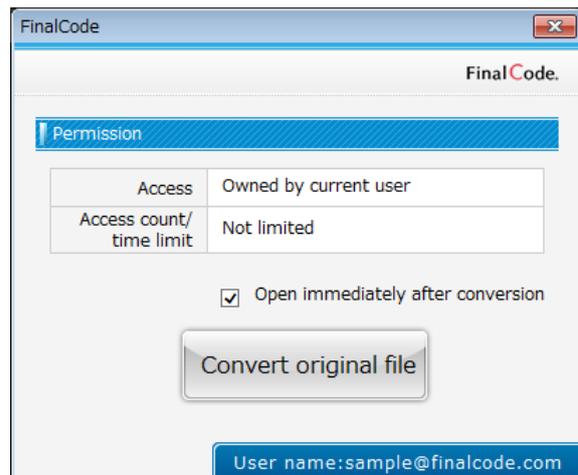


2. The window shown below lists all permissions.

The dialog depends on given permissions.



When "Allow extraction of original unencrypted file" is disabled



When "Allow extraction of original unencrypted file" is enabled

When "Allow extraction of original unencrypted file" is disabled.

In this case, you can view the file by following instruction below.

1. Click the [Open file] button to launch the CAD software.
2. Choose "File open" menu of the CAD software

3. Select the decrypted cad data file in the working folder. (This folder should be defined as “CAD application working folder” in [Options] menu)
4. The CAD software opens the file and displays the contents.

- The combination of supported CAD software and its file types are listed as “Software products that have been tested and confirmed to work” on the FinalCode website.

When “Allow saving changes to encrypted file” is enabled

In this case, the encrypted FCL CAD file can be updated and saved just like the FCL file.

*Caution: “Save” menu in the CAD software does not work for encrypted files.

Make sure to following steps to save changes in the CAD files.

1. After modifying the contents on the CAD software, choose “save as ...” menu to update the file.

- “Save as ...” is just an example. There might be a different menu depending on CAD software.
- “Save (overwrite)” will not work and the modification will be lost on closing the file.

2. Save with the same file name you opened. (e.g. the file name should be like “test.igs”, not “test.igs.fcl”)

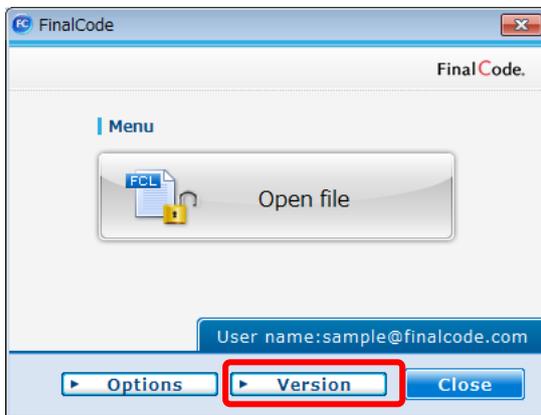
- CAD software may filter out FCL files with the *.fcl file extension. In such cases you should select “All files (*.*)” filter.
- CAD software might ignore your input of file name, when extension filter is not selected as “All files (*.*)”. For example, when you enter “test.step” with file filter being as “STP (*.stp)”, the CAD software may store the data as “test.stp”. In this case, change the file filter to “All files (*.*)” first and then enter the file name.
- If you specified a wrong file name, the file will be deleted on exiting the CAD software.

3. By closing the CAD software, the encrypted FCL CAD file will be updated automatically.

8. Version Information

8.1. Checking the Version

1. In the FinalCode operation menu, click the [Version] button.



2. Check the version notation, as shown below in the red box.



8.2. Updating the License

By clicking the license button, you can check for new updates and also validate the license manually. When a change is made to the user's privileges, or becomes a 'non-paid user' from 'paid user' or vice versa, the device will get updated on the click. The software periodically checks for updates so the function is not mandatory.

1. In the FinalCode operation menu, click the [Version] button.
2. Click the [License] button.



3. The license information is updated, allowing you to check the latest license information including the serial ID.



8.3. About Software Updates

This section explains Minor Version Update and Major Version Update steps.

*Both updates require OS reboot.

Minor Version Update

Automatic update

When the minor version update program has been delivered to the client, the update will be automatically done.

Manual update

By clicking the [Update] button in the version check dialogue, FinalCode will tell you whether the new minor version update program is available. If it is available, an updated dialogue will appear. Click the [Yes] button to install the update program.



Major Version Update

When a major update is available, user will be asked to download an installer from the server. Each user should execute the installer to update the software.

*When Major Version Update program is available, a pop-up window will be shown for notification.

*Administrative permission is required for Major Version Update

About version support

It is assumed that the latest version of FinalCode is used. When an update notification appears, please update the version immediately.

- This manual is based on the information available as of June 24th, 2015.
- Information in this manual is subject to change without prior notice.
- This manual may not be reproduced or duplicated in whole or in part without permission of Digital Arts Inc.
- Every effort has been made to ensure the accuracy of the information contained in this manual. Any questions, errors, or omissions should be referred to Digital Arts Inc.
- The latest information about this product is available on our website. Check it before deploying or operating the product.
FinalCode website: <http://www.finalcode.com/en/>
- FinalCode (“ファイナルコード” in Japanese) is a registered trademark of IQS' Co., Ltd.
- Microsoft® Windows and Internet Explorer are registered trademarks of Microsoft Corporation in the United States and other countries.
- All other company names and product names shown in this manual are trademarks or registered trademarks of their respective companies.

FinalCode® Viewer User Manual

Digital Arts Inc.

URL: <http://www.finalcode.com/en/>
