

## Installing Print to halFILE on Terminal Server

1. Login as Administrator into the terminal server. The following steps must be performed for each terminal server that will have the halFILE Print driver installed.
2. Download and extract printers.exe from download.halfile.com into \halfile\install\  
[Note: printers.exe will automatically create the \halfile\install\printers folder so be sure to extract to \halfile\install NOT \halfile\install\printers]
3. Rename the existing halprn32.exe in the halFILE home directory to halprn32.old
4. Download halprn32pack.exe from download.halfile.com and extract to \halfile\install\halprn32\  
5. Copy halprn32.net from \halfile\install\halprn32 to the halFILE home directory on the network and rename to halprn32.exe
6. Copy halprn32.loc from \halfile\install\halprn32 to c:\halfile on each terminal server and rename to halprn32.exe
7. Run halprn32.exe CONFIG from the network location
8. Switch to the terminal services tab within halprn32.exe and add users from the available users list. Click Install. You will be prompted as each printer driver is installed. The print spooler will start and stop during this process. You may wish to test with a single user prior to installing for each of the users that requires the printer.
9. Run start, printers and faxes. The printers should be named: XXXXX – halFILE Printer [where XXXXX is the user login name in capital letters]. Right click each printer icon and go to properties, click the advanced tab. Click on print directly to printer. Now go to the security tab and add the individual user to the printer, checking the boxes for manage documents and print. Remove other users and groups except for administrators so that users will only see their own halFILE printer.
10. Using Windows Explorer go to c:\windows, right click on folder system32 and pick properties. Click on the security tab, click on the advanced button, then click on the permissions tab. Highlight the group users and click on the edit button. Check the create files/write data box and click on ok. The users group can be any security group that contains the users that you wish to be able to use the print to halFILE feature.
11. The user should now be able to print from within any windows application to the printer named XXXXX – halFILE Printer [where XXXXX is the user login name in capital letters].