

# Effusia Business Messenger Quick Start Guide v4.5



## Getting Started

Three applications make up Effusia Business Messenger:

1. Effusia Server – enables communication among users
2. Effusia Server Management – accessed with a web browser and provides all administration for Effusia
3. Effusia Console – gives end-users access to the instant messaging and communication features of Effusia

You will need the following files to get started with Effusia Business Messenger:

1. setup.exe – Installs Effusia Server or Effusia Console
2. license.lic – The license file provided to you by your authorized Effusia distributor

## Step 1: Install the Effusia Server

1. Double-click the setup.exe icon to launch the installer.
2. Follow the on-screen instructions until arriving at the *Choose Application* screen.
3. Select *Effusia Server* as the application to install.
4. Follow the on-screen instructions to complete the installation process.

## Step 2: Setup the Effusia Server

1. When installation is complete, your browser will launch automatically and connect to <https://127.0.0.1:8082>.  
**Note:** You will see one or more browser security dialogs. For more information on these dialogs, refer to the Effusia Server User's Guide. Click through these warnings.
2. Click the *Launch Effusia Business Messenger Server Management* link. This will open a new window or browser tab prompting you to setup the server.  
**Note:** If you do not see a new window or tab, you may have a popup blocker installed. If so, enable popup windows for the current site.
3. Click *Next>>*. You will be prompted to *Register New License*.
4. Locate the license.lic file using the *Browse...* button.
5. Click *Register*. The license information will display in the bottom half of the window under *License Details*.
6. Click *Next>>*. You will be prompted to *Enter Administrator Information*.
7. Enter information for the initial administrative user. This username and password will let you login to the Effusia Server Management Application and setup other users.
8. Click *Finish* to exit the Effusia Server Configuration Wizard.
9. Click *Login to Effusia Business Messenger Server Management*.

## Step 3: Create Users and Groups

1. Login with the administrative username and password you created during server setup.
2. Click on *Users->Manage Users*.
3. Create any additional users you would like using the *Add* button.
4. Click on the *Manage Groups* tab.
5. Create groups using the *Add Group* button.
6. Use the << and >> buttons to associate users and groups. A user must be a member of at least one group to login to the Effusia Console.
7. Click *File->Close* to exit Effusia Server Management.  
**Note:** For more information about Effusia Server Management as well as creating users and groups, see the Effusia Server User's Guide.

## Step 4: Install the Effusia Console

1. Double-click the setup.exe icon to launch the installer.  
**Note:** This is the same application used to install the Effusia Server in Step 1.
2. Follow the on-screen instructions until arriving at the *Choose Application* screen.
3. Ensure *Effusia Console* is selected as the application to install.
4. Follow the on-screen instructions to complete the installation process.
5. Upon completing the installation, the Effusia Console will start and attempt to setup your server connection information automatically.  
**Note:** If the Effusia Server is not found automatically, click the *Settings* link in the Effusia Console Login window. Click the *Manual Configuration* button and enter the host and port information. Click *OK*.
6. Login to the Effusia Console with a username and password created in Step 2.  
**Note:** For more information about using the Effusia Console, see the application help available from *Help->Help Topics*.

## More Information

The resources below will help you get the most out of Effusia Business Messenger.

- **Effusia Server:** For details on administering the Effusia Server, see the Effusia Server User Guide included in your download.
- **Effusia Console:** For user documentation, click Help Topics under the Help menu in the application.
- **General Support:** Visit the free online Effusia KnowledgeBase at [www.effusia.com/kb](http://www.effusia.com/kb).