Installing QuickSpecs offline access using Google Drive on Windows 8



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Installation Steps

Why only Windows 8?

The reason is that it turns out the way that the manner that the Google Drive folder under Windows 7 created by Google does not allow the folder to use full text search capabilities of Windows and apparently, there is no solution to this problem so far, but it does work fine on Windows 8.

Installation steps:

- Ensure that Adobe iFilter is installed. This allows the documents to be full text indexed by Windows.
- Ensure that Google Drive folder can be accessed by Windows Index
- Ensure that Google Drive folder is being indexed by Windows
- Connect shared QuickSpecs folder to Google Drive and Sync
- Access QuickSpecs using Windows Explorer

1. Ensure that Adobe iFilter is installed

We need to ensure that Windows indexing is doing full text indexing of .pdf documents. Depending on how the installation was done, this may or may not be already set up. So, the first step is to check that, and if it was not done, then you need to install the iFilter from the Adobe website. This is done as follows:

Go into the Windows Control Panel.

Control Panel >	-	
Adjust	your computer's settings	View by: Category 🔻
\$ } \$ \$ \$ \$	System and Security Review your computer's status Back up your computer Find and fix problems Network and Internet View network status and tasks Choose homegroup and sharing op Hardware and Sound View devices and printers Add a device Connect to a projector Adjust commonly used mobility se Programs Uninstall a program Get programs	User Accounts Change account type Appearance and Personalization Change dektop background Adjust screen resolution Clock, Language, and Region Change keyboards or other input methods Change dektop language Ease of Access Let Windows suggest settings Optimize visual display

In the 'Search' field, type in *index*. and click on *Indexing Options*.

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$\Theta \odot$	♥ Image: Ima		▼ ⁴ 9	index	×
R	Indexing Options Change how Windows searches				
<u> </u>	Performance Information and Tools Check the Windows Experience Index Use tools to improve performance				
Þ	Action Center View reliability history				
	Troubleshooting Find and fix problems with Windows Search				
)F	Folder Options Change search options for files and folders				
🕜 Sear	ch Windows Help and Support for "index"				

From the *indexing* options, click on the *Advanced* tab.

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😋 🕞 🗢 📴 🕨 Control Panel	•			- - 4 ₂	index	×
Check the Windows Exp Use tools to improve as View reliability his Troubleshooti Find and fix proble	searches rmation and Tools perience Index		×			
Search Windows Help a	Incuded Locations Incurest Explorer History (EMEA/dafiach) Mintersoft OneNote (EMEA/dafiach) OMintersoft Outlook (EMEA/dafiach) Offline Files (EMEA/dafiach) Start Menu Users Visio Content	Exclude AppData; AppData; AppData				
	Modify Advanced iow does indexing a file to see the set roubleshoot search and indexing	Pause				11-29 AM
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Then click on *File types* and scroll down to find the *.pdf type*.

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Q <	Control Panel >	
Change ho Perform Check the	g Options w Windows searches nance Information and Tools Windows Experience Index o improve performance Topter Indexing Options	
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Find and fi Folder C Change se Search Windows	ix proble Extension Filter Description ↓ Dption arch op ↓ Dr T i ↓ Dr T	

In the red box in the above screen shot, it has to read 'PDF Filter'. If it does not say 'PDF Filter', you need to go on the Adobe website www.adobe.com/support/downloads/detail.jsp?ftpID=5542 and download the latest iFilter by following the instructions to get it installed on your machine.

The second thing that you need to check is when you click on .PDF Filter, you want to verify that the selection Index *Properties and File Contents* is selected:

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	Iows searches Information and Tools vs Experience Index ve performance Advanced Options Index Settings File Types	
Folder Option Change search op	Image: Imag	
	Ø pbk File Properties filter Ø pdb File Properties filter Ø pdb File Properties filter Ø pdb File Properties filter Ø pdf Registered Filter is not found Ø pdf Registered Filter is filter Ø pds File Properties filter Ø pdx File Properties filter Ø pdx File Properties filter	
	Index Properties Only Index Properties Only Index Properties and File Contents Add new extension to list:	
	Close	

It is this option that triggers the iFilter to index the full text search.

Ð Indexing Options

Once the iFilter is correctly installed, the options will look like the picture below:

45,611 ite Indexing c	Advanced Options	×
	Index Settings File Types	
Index these locations:	Extension Filter Description Image: pat File Properties filter Image: pbk Fi	•
Modify How does indexing affect s	Add new extension to list:	
Troubleshoot search and in	Add OK Cancel	

2. Install Google Drive PC Client

Sign-up on Google Drive (drive.google.com) and create an account if necessary.

Google
One account. All of Google.
Sign in to continue to Google Drive
Emoil
Password
Sign in

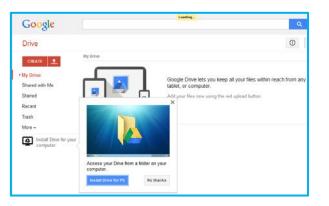
Select Download Drive.

Let's get you set up with Google Drive
Installing Drive lets you keep files on your computer backed up and ready to access from anywhere.

Run the *googledrivesync.exe* file you just downloaded.

Thanks for down	nloading Drive fo	r your computer.
lf your d	lownload does not begin, retry your o	download.
Google Drive Installer There is for installing Google Drive.	Control of the state of the sta	Cocyce Dee Para
Install Drive	Add files Take me to Drive on the web	See your files on the web
googledrivesync googledrivesync.exe		

This will start the installation of Google Drive client on your PC, follow the instructions.



3. Ensure that Google Drive folder can be accessed by Windows Index

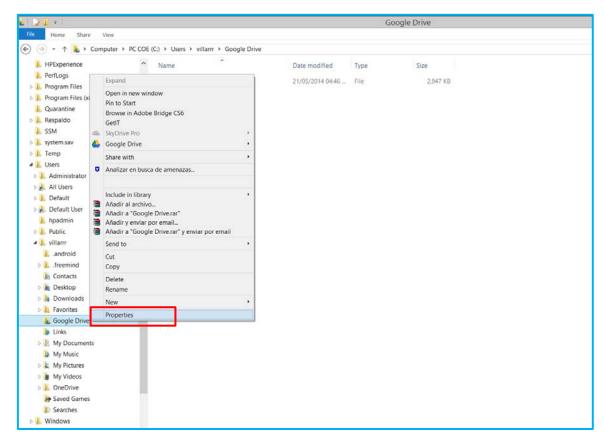
In order for Windows to index the contents of the Google Drive folder on your computer, you have to verify that the folder contains the right access rights. By default, when Google creates the folder, the Windows indexers cannot access the folder.

The way to do this, is to go on the Windows Drive folder.

Note: This folder can be found under Computer/Drive C:/Users/YourUserName/Google Drive

File Home Share View ⊕ → ↑ ↑ ↓ > Computer > PC CC HPExperience PerfLogs	DE (C:) + Users + villarrr + Google Drive				
L HPExperience					
	Namo				∨ Ċ Se
		Date modified	Туре	Size	
Pencogs					
Program Files	How to get started with Drive	21/05/2014 04:46	File	2,947 KB	
Program Files (x86)					
📙 Quarantine					
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Select the Google Drive folder and click on Properties.



Select the Security tab.

Home Share View				
Home Share View				
lefter - シート 🐌 - Computer	PC COE (C:) ► Users ► villarrr ► Google Drive			
L HPExperience	^ Name	Date modified	Type Size	
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👢 Program Files (x86)				
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🚴 Default User	Object name: C:\Users\villarrr\Google Drive			
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👢 .freemind				
🐚 Contacts	To change permissions, click Edit.	Edit		
👠 Desktop	Permissions for Villarreal, Rubi	Allow Deny		
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👠 Google Drive	Read & execute	/		
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📗 My Documents		×		
🐌 My Music	For special permissions or advanced settings,			
👢 My Pictures	click Advanced.	Advanced		
🍺 My Videos	Learn about access control and permissions			
👢 OneDrive				
🍺 Saved Games	OK Car	Apply		
🐌 Searches				
Uindows				

You can see that the folder has access only to the single user, and it needs to have system access.

The easiest way to do this is:

Click on the Advanced button.

Home Share View	COE (C:) ► Users ► villarrr ► Google Drive			
HPExperience	Name	Date modified	Type Size	
PerfLogs Program Files Program Files (x86) Quarantine Resplice	How to get started with Drive	21/05/2014 04:46	File 2.947 KB	
SSM SSM system.sav Temp Users				
L Administrator	Google Drive Prop	erties		
All Users	General Sharing Security Customize			
1. Default	Object name: C.\Users\villam\Google Dr			
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🐌 hpadmin	Group or user names.			
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E Contacts	To change permissions, click Edit.	Edit.		
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📙 Favorites	Modify	2		
🗽 Google Drive	Read & execute	1		
🐌 Links	List folder contents	~		
My Documents	Read	·		
My Music	Write	ľ – ř		
My Pictures	For special permissions or advanced setting: click Advanced.	Advanced		
My Videos				
L OneDrive	Learn about access control and permissions			
Saved Games	OK	Cancel Apply		
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Select *Permissions* and click on *Enable inheritance, then* check the box *Replace all child project permission entries with inheritable permission entries from this object* and click *Apply*

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	Nar Ow	me: ner:	C:\Users\villarrr\	Google Drive	😌 Change			
ſ	Pe	rmissions	Auditing	Effective Access				
		additiona mission er		le-click a permissi	on entry. To modify	a permission entry, select the	entry and click Edit (if available).	
		Туре	Principal		Access	Inherited from	Applies to	
	8	Allow			Full control	None	This folder, subfolders and	files
		Add	Remove	Edit				
	E	inable inhe	eritance					
	✓ F	Replace all	child object permi	ssion entries with i	inheritable permissi	on entries from this object		
							OK Cancel	Apply

You will receive a notification. Then say Yes and after this OK.

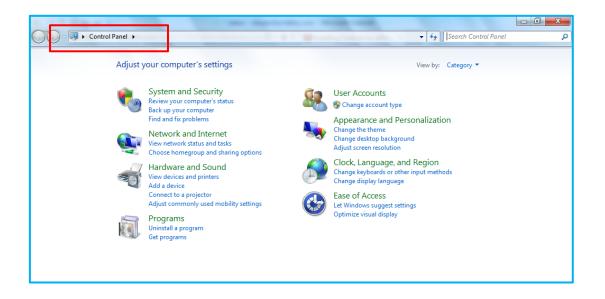
L			Advanced Security Settings for Google Drive $ \Box$ \times	
	Name: Owner:	C:\Users\villarrr\G Villarreal, Rubi (vi	ogle Drive arreal@hp.com) 😌 Change	
	Permissions	Auditing	Effective Access	
	For additional i	nformation, double	click a permission entry. To modify a permission entry, select the entry and click Edit (if available).	
	Permission entr	ies:	Windows Security	
		Principal Villarreal, Rubi (vill	Image: Second and second	
	Add	Remove	Yes No	
	Disable inher		on entries with inheritable permission entries from this object	
			OK Cancel Apply	

You will see that system admin rights have been given to this folder and with this setup Windows will be able to index the folders.

Lease Google Dr	ive Properties	5	x			
General Sharing Security Custo	mize					
Object name: C:\Users\villarm	Google Drive					
Group or user names:						
& SYSTEM			_			
Villarreal, Rubi (villarreal@hp.						
& Administrators (VILLARRR4\Administrators)						
To change permissions, click Edit. Edit						
Permissions for Villarreal, Rubi	Allov	v Deny				
Full control	\checkmark		^			
Modify	~					
Read & execute	~					
List folder contents	\checkmark					
Read	~					
Write	~		\sim			
For special permissions or advanced settings, Advanced						
Learn about access control and permissions						
ОК	Cancel	Apply	,			

Now that we know that Windows can index the Google Drive folder, we need to make sure that it is actually in the list of folders that Windows searches indexing.

Go into the Windows Control Panel.



In the 'Search' field, type in index. and click on Indexing Options.

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$\bigcirc \bigcirc$	▼ Image: Second sec		✓ index	×
æ	Indexing Options Change how Windows searches			
<u>Nr</u>	Performance Information and Tools Check the Windows Experience Index Use tools to improve performance			
Þ	Action Center View reliability history			
	Troubleshooting Find and fix problems with Windows Search			
F	Folder Options Change search options for files and folders			
🕜 Sear	ch Windows Help and Support for "index"			

Click on Modify.

lndexing	g Options	X	
45,635 items indexed Indexing complete.		Change selected locations Internet Explorer Hist Image: Selected locations Image: Selected	d Locations
Included Locations	Exclude AppData; AppData	Summary of selected locations	
Modify Quarter Advanced How does indexing affect searches? Troubleshoot search and indexing	😵 Pause	Included Locations	Exclude AppData; AppData
		Show all locations	OK Cancel

Search for the Google Drive folder, usually under C:/YourUserName/. Depending on how you have set this up, it may already be indexed by default or may not be. Just make sure that the Google Drive folder is indexed by reviewing that that the box is checked. Click *OK*.

& Ir	dexing Opt	ions	×	
45,635 items indexed	d	& Ind	exed Locations	×
Indexing complete.		Change selected locations		
Index these locations:		Contacts		
Included Locations	Exclu			
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		Show all locations	ОК	Cancel
		C	OK Cancel	Apply

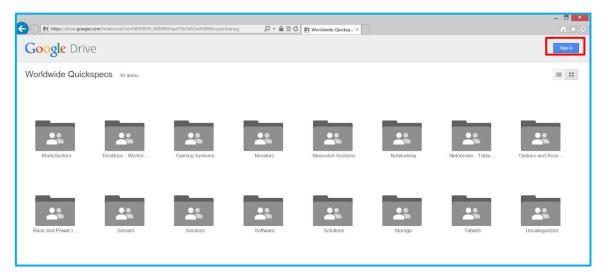
4. Connect shared QuickSpecs folder to Google Drive and Sync

In order to synchronize the QuickSpecs files using Google Drive on your PC, the first thing you need to do is to add them to your Google Drive folder on the web.

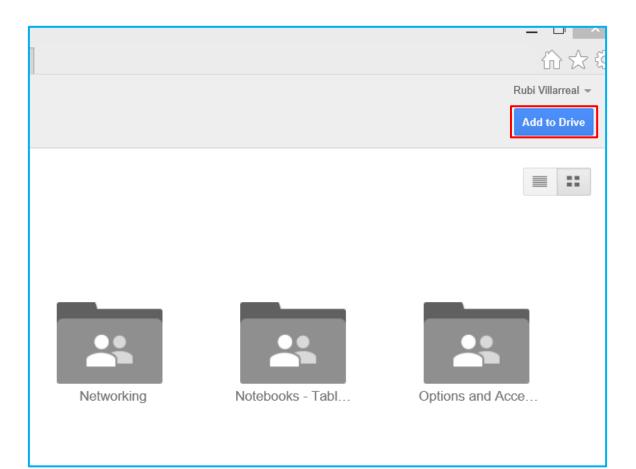
The links are available here: <u>www.hp.com/go/gs</u>. Click on *Subscription links* under *Industry standard cloud solutions/Google Drive (requires Windows 8)* and this window will show up. Click on the one you want to add to Google Drive.

		ntent central resource software. Learn more	providing technical overviews and specifications for		
	of the f		ickSpecs subscription links	×	<
		ww	https://drive.google.com/folderview?id=089Y99iN_W8VBMmpnY3i	hDdVVwNWM&usp=sharing	
	Search e	WW Retired	https://drive.google.com/folderview?id=0B9Y99iN_W8VBb2RXN3F	aM2N0bjg&usp=sharing	
	///	US	https://drive.google.com/folderview?id=089Y99iN_W8VBXzh1UVN	BOHB1eUk&usp=sharing	
	_	US Retired	https://drive.google.com/folderview?id=0B9Y99iN_W8VBQkRmeTV	/6UkpNZjA&usp=sharing	te.
Qu	ickS	EMEA	https://drive.google.com/folderview?id=0B9Y99iN_W8VBazI6SWx0	UEJmWFk&usp=sharing	
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	IP QuickSpres	Office Applieston	Industry standlerst clood solutions		_

Here, the WW one from the list is selected, and a window like this will open. Click on *Sign in* if you are not already logged in.



Click on Add to Drive.



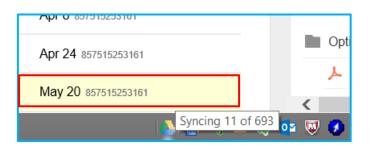
Now click on Open in Drive.

			Rubi Villarreal 👻 Open in Drive
			≡ ::
loonshot Systems	Networking	Notebooks - Tabl	Options and Acce

Now you can see on the Google Drive that there is a folder called Worldwide Quickspecs.

https://drive.google.	com/?usp=folder&authuser=0#folders/089Y99iN_W8VBMmpnY3hDdVVwNWM	P + ≜ C 🙋 Worldwide Quicksp ×	
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	C 📩 IPI Services Shared	857515253161	May 2 857515253161
	🗅 🕁 📭 Software Shared	857515253161	Mar 12 857515253161

If you go to the Google Drive icon, it says that it is already synchronizing. The synchronization is being done automatically.



Now, if you don't want Google Drive to synchronize in your personal computer or other specific device, follow the next steps:

Apr 8 857515253161		0.00GB (0%) of 15.00GB used Get more storage)∂deve 0
Apr 9 857515253161		View items shared with me rubivillarreal6@gmail.com	
Mar 12 857515253161	-	Open Google Drive folder Visit Google Drive on the web	5 G3 I
Mar 12 857515253161 May 2 857515253161	27 27	HP BladeSystem c7000 Encpdf Microsoft Windows® Smallpdf Pause	in JS, HF
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Right click on the Google Drive icon, and then click *Preferences*.

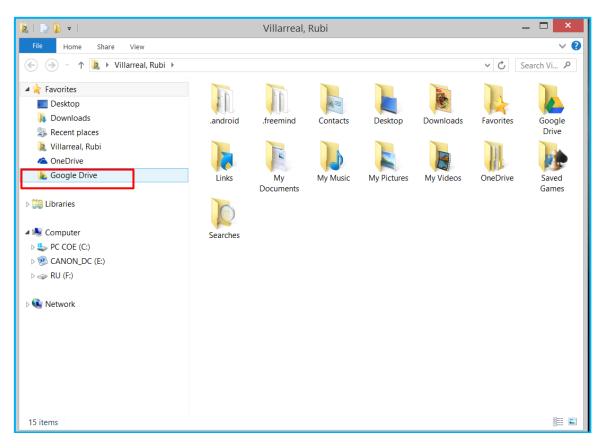
This window will open. Check the *Only sync some folders to this computer*, and check the folders you only want to be synchronized in the computer you are currently using. Then click *Apply changes*.

4			Preferences - Google Drive	×
	Sync options	Account	Advanced	
	Only sync sc	ome folders to	this computer	
	Folde	r(s) in Goog	le Drive: Files in Google Drive that are not in a folder will always	
	Vorldv	wide Quickspe	cs	
	Visit Shared W	/ith Me	Visit "Shared With Me" on the web, the drag files from "Shared With Me" to "M Drive" to sync them.	
			Apply changes Cancel	:

You can add as many folders as you want to your Google Drive and sync them on your computer as you prefer.

5. Access QuickSpecs using Windows Explorer

Once the documents are synchronized into Google Drive, to browse them and search we will use a Windows File Explorer. Open a window and select *Google Drive*.



Open the folder you want to review. In this case we only have one.

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🚖 Favorites	Name	Date modified	Туре	Size
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🐌 Downloads	How to get started with Drive	21/05/2014 04:46	File	2,947 KB
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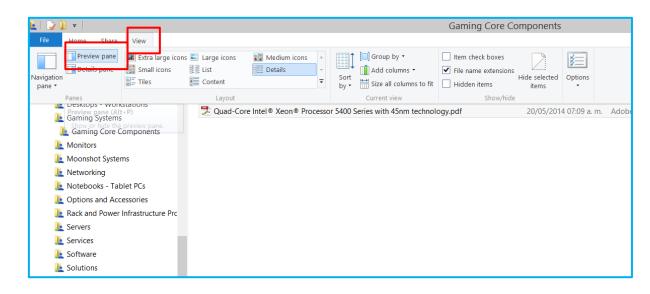
You will see the full hierarchy of that folder.

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You can navigate through the hierarchy to see the documents, or use the Windows Search field to find them as well.

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🚙 RU (F:)						tear to be a set of the set of th
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To have a preview of the file you selected, you have to change the view options on your folder. Click on *View* and then click on *Preview pane* to select it.



6. Resources, contacts, or additional links

Visit the QuickSpecs site online at: www.hp.com/qo/qs. Here you can access product images, product prices and the Quick Quote Tool.

7. Support

For access to QuickSpecs support, visit the <u>QuickSpecs contact us</u> site at <u>http://h71069.www7.hp.com/quickspecs/contact-us.html</u>.