



Creative assets management™

**Extensis**™

# Portfolio™ 8.5

User Guide Update





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# Introducing Portfolio 8.5

## What's New

Portfolio 8.5 includes a number of new features that will help speed up your workflow, and make it easier to use the entire Portfolio product line. This document covers all products updated in this release.

### Portfolio client and Single-user

The Portfolio client and single-user application includes new features as well as updated operating system compatibility.

- **Catalog types** – *When creating a new catalog, Portfolio now allows you to configure a catalog from a number of preconfigured settings.*
- **Default field values** – *When adding new items to a catalog, you can now determine that if no other value is chosen or extracted, specific fields will always start with a default setting.*
- **Presets Palette** – *This palette allows you to assign a number of properties simply by clicking assign or dragging a preset onto the item. This includes mass updating keywords, description and custom field values.*
- **Microsoft Windows Vista compatibility.**
- **Adobe Illustrator and InDesign CS3 file compatibility.**
- **Support for new digital camera Raw formats.**
- **Improved EPS and PDF file-format support.**

### Portfolio Server & SQL Connect

Portfolio Server has been updated for performance and improved SQL database support.

- *AutoSync has been improved so that folders synchronize more quickly and reliably.*
- *Portfolio SQL Connect support is expanded to include Microsoft SQL Server 2000 & 2005, MySQL 4 & 5 and Oracle 10g R2*

### Portfolio NetPublish

NetPublish 8.5 includes an image watermarking feature and download log.

- *Image watermarking allows you to protect your images (JPG, GIF, PNG, BMP) from unauthorized use by placing a watermark on the file.*
- *The enhanced assets log allows you to know which of your cataloged items are being accessed and downloaded from your NetPublish site.*

### Portfolio Project Sync

Portfolio Project Sync directly connects an AutoSync folder in a served catalog to Adobe Version Cue CS3 Clients, that are built into applications like Illustrator, InDesign, Photoshop and Bridge. This allows you to access your Portfolio assets directly from most Adobe CS3 applications without ever opening the Portfolio client.

See the Portfolio Project Sync User Guide for complete installation, configuration and usage information.

## Registration and Personalization

It is important to register your copy of Portfolio so that we can provide you with the best possible service. Registered users of Portfolio are eligible for technical support, information regarding new versions and products, as well as discounts and special offers.

Your serial number is located in one of three locations: on the Portfolio CD sleeve, on the product packaging, or was sent to you via e-mail if you purchased through our website. Enter that number to personalize your copy of Portfolio.

If you choose not to personalize your copy, Portfolio runs in a demonstration mode that allows you to use the product for 30 days. You can purchase additional serial numbers from Extensis. See the contact page at the beginning of this guide for contact and purchase information.

## Technical Support

Technical Support is available directly through the Extensis web site. Please fill out the online support form at <http://www.extensis.com/support/> to get support. Our tech support representatives will respond by phone or e-mail, usually within 24 hours on weekdays.

When contacting technical support, include the following information:

- *Your Portfolio serial number*
- *Your computer configuration*

- *Your question or a description of the difficulty you're experiencing - what specifically occurs and when*
- *Your phone number if you wish to have our representatives call you*

Take note of any displayed error numbers or messages and any other information you think may be relevant.

For answers to frequently asked questions and troubleshooting tips, you can also visit the Portfolio page on the Extensis web site:

<http://www.extensis.com/portfolio/>

## Annual Service Agreements

If you have purchased an Annual Service Agreement, you are entitled to priority technical support. Please call the number listed on your agreement form for the fastest possible service.

## About this Guide

This guide covers only the items updated in Portfolio 8.5, Portfolio Server 8.5, Portfolio SQL Connect and Portfolio NetPublish 8.5 and is supplemental to the version 8.0 documentation which was not updated in this release. Information in this guide supersedes any other instructions included in other guides.

# Portfolio 8.5

## Portfolio 8.5 client and single-user New Features

Portfolio 8.5 includes a number of new features that are designed to help speed up your workflow. Each of the following features are described in this chapter.

- *catalog types*
- *Presets Palette*
- *Default field values*
- *Microsoft Windows Vista compatibility*
- *Adobe InDesign and Illustrator CS3 file compatibility*
- *Support for new digital camera Raw file formats*
- *Improved EPS and PDF file format support*

## System and Software Requirements

To install and use Portfolio 8.5, you'll need the following minimum hardware and software:

### Portfolio Macintosh:

- *Mac OS X (10.4.4 or higher)*
- *1GHz or faster G4, G5 or Intel Core processor(s)*
- *256MB of available RAM*
- *500MB of available hard disk space (additional space may be required for database and asset storage)*
- *QuickTime 7 or higher*
- *1024 x 768 or larger display*
- *Network interface for Server and NetPublish connection*

- *Web browser with Adobe Flash 7 or higher plug-in installed*
- *Adobe Reader 5 or higher*
- *Microsoft Office X (10.1.9 only) for text indexing and thumbnailing of Office file types. Systems that are not used to catalog Office files can still view and search Office files even if Office X is not installed.*

### Portfolio Windows:

- *Windows 2000 SP4, Windows XP SP2 or Vista*
- *1GHz or faster processor*
- *256 MB of available RAM*
- *500MB of available hard disk space (additional space may be required for database and asset storage)*
- *1024 x 768 or larger display*
- *Network interface for server connection*
- *QuickTime 7 or higher*
- *Web browser with Adobe Flash 7 or higher plug-in installed*
- *Adobe Reader 5 or higher*
- *Microsoft Office 2003 SP2 or higher for text indexing and thumbnailing of Office file types. Systems that are not used to catalog Office files can still view and search Office files even if Office is not installed.*



*Portfolio 8.5 is not backward compatible with previous versions, and all clients and servers must be running the same version.*

For upgrade versions of Portfolio, be sure to have your serial number for previous versions of Portfolio on hand while installing.

## Serializing Portfolio

A serial number can be recorded for Extensis Portfolio when the application is launched for the first time, or at any other time using the Enter a New Serial Number command. You may need to do this if you upgrade from the single-user version of Portfolio to client version.

### To enter a serial number:

- The first time you launch Portfolio, the Serialize Portfolio dialog box automatically opens. Enter a valid serial number and click **Continue**.

– or –

1. Choose **Help > Enter New Serial Number** (Win) or choose **Portfolio > Enter New Serial Number** (Mac)
2. Enter a serial number and click **Continue**.

## Catalog types

Catalog types make it much easier and faster to configure a new catalog for a specific purpose. When creating a new catalog, there are several catalog types from which to choose. Each catalog type is basically a starting point from which you can further customize your catalog.

Catalog types differ mainly in the number and type of custom fields included. Portfolio 8.5 allows you to choose the catalog type that most closely matches your needs.

- **General Use**
- **Movie Library**
- **Office™ Documents**
- **Photo Library**

- **Project Sync for Adobe® Creative Suite**
- **Simple**

In addition to custom field and keyword settings, there are also other optimized settings for each catalog type. These settings include those typically configured in the Advanced Cataloging Options dialog box. For example, the thumbnail size used in the Project Sync catalog type is set at 256 pixels, which is the optimal size for use with Adobe Bridge.

The benefits of choosing a catalog type can be measured in time. Since Portfolio automatically creates many custom fields for you, the setup time required will be considerably shorter. Also, if you don't need to have a large number of custom fields, accessing and searching for items in your catalog is much quicker.

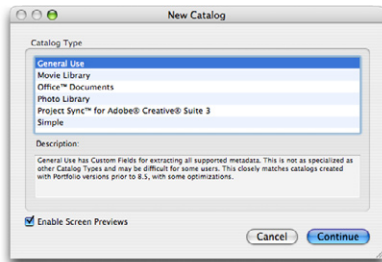
Despite which catalog type you choose at the start, you can add and delete custom fields and update metadata mappings to fit your specific needs.



*It's important to note that choosing a catalog type does not preclude you from cataloging all file types supported by Portfolio.*

### To create a new catalog:

1. Choose **File > New Catalog**
2. Navigate to a disk location for your new catalog, enter a catalog name and click **Save**.
3. In the New Catalog dialog box, from the drop-down menu choose a catalog type. There are six types from which to choose:



- **General Use** - The General Use catalog type includes many default custom fields for a wide variety of metadata, including EXIF, IPTC and XMP fields. Use this catalog type if you want to include all of these fields in your catalog, or if you aren't sure what type of media will be in your catalog.
- **Movie Library** — The Movie Library catalog type is optimized for catalogs that will include MOV, AVI and MPG videos, supported by QuickTime. Custom fields are created for extracting video-specific metadata. Thumbnail settings generate an image from 15 seconds into each video.



*Catalogs of this type will only allow supported video formats into the catalog. All other file types will be ignored.*

- **Office Documents** — The Office Documents catalog type is designed for tracking Microsoft Office documents in Portfolio. This is limited to common file formats from Microsoft Office, including Word (DOC), PowerPoint (PPT) and Excel (XLS). Custom fields are created for extracting Microsoft-specific metadata and text from supported file types.

This catalog type also enables the full indexing of the text contained in cataloged assets. This allows you to search for words and phrases contained within files. Cataloging document files using this catalog type may be somewhat slower due to the robust text indexing process.



*Catalogs of this type will only allow supported Microsoft Office file types into the catalog. All other file types will be ignored.*

- **Photo Library** — The Photo Library catalog type includes custom fields for extracting embedded EXIF, IPTC and XMP metadata from image formats, including those from camera Raw files.
- **Project Sync for Adobe® Creative Suite** — The Project Sync catalog type is optimized for use with Adobe Version Cue® using the Portfolio Project Sync plug-in. These catalogs contain custom fields that can be edited directly from a file's XMP panel, available from the File Info dialog, in many Adobe applications.



*In order to maintain parity with embedded metadata, for this catalog type, keywords are not automatically added to Portfolio from the path. You may want to change this setting in Cataloging Options to suit your needs, but be aware that non-Portfolio users may not see these keywords, and can only view the file's embedded XMP metadata.*

- **Simple** — The Simple catalog type **does not contain any custom fields**, and is not configured to extract metadata from files. The simple catalog type is useful as a starting place for complex catalogs that require specific custom fields and metadata extraction settings that you want to configure manually.

This catalog type does contain Keywords and Description fields, yet can be configured to extract metadata into these fields. Keywords are automatically-generated in the catalog, based on path.

3. Click **OK**.

Portfolio creates the new catalog.

You can now further customize your catalog by adding and removing custom field and changing metadata settings as necessary.

Depending upon the types of assets that you are cataloging, you may also want to update the **Index Document Text** and **Create Keywords from Path** settings from the **Catalog > Advanced Options > Properties** tab.

## Creating a custom catalog type

One of the benefits of Portfolio is the ability to configure it to specifically fit your needs. Once you've configured all of the custom fields, metadata mapping, thumbnail size and such, you can save all of these settings into a custom catalog type. Once the catalog settings are saved, the new type is available when you create a new catalog.

Custom catalog types are handy when used to create a new catalog that replicates the specific custom needs of a current catalog. They can also be used to quickly generate many new catalogs using identical settings.

### To create a new catalog type:

1. Customize a catalog to meet your specific needs. The values stored in a catalog type include:
  - **Advanced Cataloging Options**
  - **Custom fields, including the default values and any predefined lists for those fields**
  - **Metadata Mappings**
  - **Master Keywords**
2. Choose **File > Save Catalog Type**

3. In the Save Catalog Type dialog box, enter a name and description. This information is displayed in the catalog type list when you create a new catalog.



*Saving a catalog type with the same name as a current catalog type replaces the existing type.*

4. Click **OK** to create the new catalog type.



*Only catalog-specific settings are included. Any assets, galleries, categories, custom views or saved finds in the current catalog will not be retained in the catalog type.*

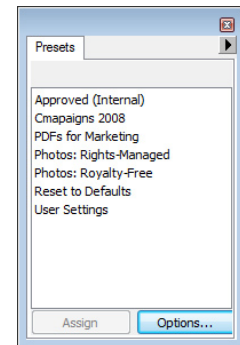


*Due to the language-specific nature of catalogs, each catalog type saves catalog settings in the language currently in use. So, for example, to create an English-based catalog type, create and save the catalog type while using Portfolio in English.*

## Presets Palette

The Presets palette allows you to update a number of different data fields at the same time by utilizing a cataloging options preset. This includes keywords, descriptions and an unlimited number of custom fields.

When you are cataloging items manually, you are typically presented with the cataloging options dialog box. With the Presets Palette, you can apply the saved cataloging options configured with a single click after the assets have already been cataloged, making it easy to update massive amounts of metadata with a single click.



It's important to note that when applying a preset, only the Assign Properties options are utilized. Any copy, move or rename options are ignored. When a preset is applied, changes to fields that can hold multiple values, such as keywords, are appended to the item record. Changes to single-value fields, such as the Description will replace the current setting in the catalog.

#### To display the Presets palette:

1. Choose **Window > Presets**

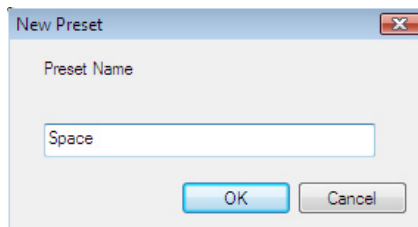
#### To create a new preset:

1. Choose **Window > Presets**
2. Click **Options**
3. In the Cataloging Options dialog box, select any of the Assign Properties options.



*Copy, move and rename operations are ignored when applied as a preset.*

4. Click **Save As (Win)**
  - or –
  - Choose **Save As** from the drop-down menu (Mac)
5. Give your preset a name and click **OK**.
6. Click **OK** to close the Cataloging Options dialog box.



#### To apply a preset

- 1 From the Presets palette, click and drag the preset name onto any single item or group of highlighted items in a gallery.

– or –

Highlight any single item or group of items in a gallery, then in the Presets palette, highlight a preset name and click **Assign**.

2. Click **OK** to assign the preset to the selected items.



*Assigning a preset cannot be undone.*

#### Default Field Values

Default values can be specified for fields in a catalog. This ensures that there are always values entered into any custom fields where you might always want to have a value.

When new files are cataloged, values may be entered through the cataloging options dialog box, yet if settings are not chosen, the default values are automatically recorded for the item.

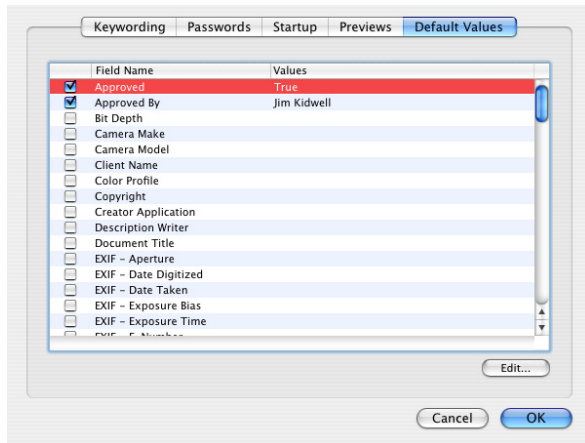
For example, if you have a Portfolio catalog for all of your work in progress, you might have a custom field called **Project Status**. You would set up the default field value for this custom field to “Draft” ensuring that all newly cataloged items have this setting, and that it is only changed to “Final” when you change this value later.

Default values can also be overwritten with any extracted or manually-assigned value. Manually-assigned values include those assigned

by Cataloging Options, or those applied by a FolderSync, AutoSync or Background Cataloging watch folder.

#### To define default values for fields:

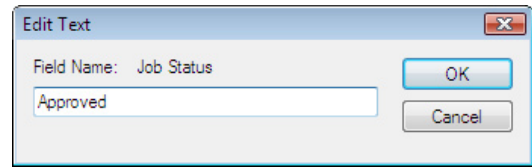
1. Choose **Catalog > Administration**.
2. Enter the administration password and click **OK**.
3. In the Catalog Administration dialog box, select the Default Values tab. All of the custom fields for the catalog are listed on this tab.



4. Locate the custom field for which you want to set a default value. Check the box to the left of the field name.

If there is already a default value set, click the **Edit** button, otherwise the Edit dialog box automatically opens.

5. The Edit dialog box varies by the type of custom field that you are editing. For multi-value fields, you can add one or more default values, single-value fields only accept one default value.



Enter the appropriate default value and click **OK**.

6. Add any additional default values as necessary.
7. Click **OK** when finished adding default values.

## Fast Cataloging

When adding items to a catalog, Portfolio catalogs the files in a two step process.

In the first step, all files are quickly scanned and added to the catalog. As files are scanned, embedded thumbnail files are extracted and displayed with a yellow dot indicating that file is only partially cataloged. You can browse through partially cataloged files without affecting the cataloging process.

As files are cataloged, a progress bar is displayed at the bottom of the Portfolio user interface where you can pause, continue or cancel the cataloging process. Items that are not fully cataloged, can be opened and previewed as necessary.

The second phase of cataloging happens in the background, so that you can continue to work in Portfolio while items are being finished with cataloging.

Fast cataloging can be enabled and disabled with an Advanced Cataloging option (**Catalog > Advanced Options > Thumbnails tab**)

## Fast Cataloging indicator dots

### Yellow dot

A yellow dot on a catalog thumbnail indicates a partially cataloged item. During the first cataloging pass Portfolio extracts any embedded thumbnails and previews, as well as any easily accessible metadata and places a yellow dot on the file. This is an indication that the file still requires additional processing by Portfolio. The yellow dot will clear once the second stage of processing is complete.

### Red dot

A red dot on a cataloged item indicates that the file in question may be corrupt, in-use, or that the file permissions may be such that it is unreadable by Portfolio.

The red dot can also appear if your catalog is configured to generate disk-previews and either the Previews folder cannot be found or Portfolio (or Portfolio Server) does not have the right permissions to access the folder and update the files.

## Finding files by cataloging status

Portfolio makes it easy for you to locate items based on the item's cataloging status. For example, if the cataloging process was interrupted, your catalog might contain a number of partially cataloged items.

### To find partially cataloged items (yellow dot):

- Choose **Edit > Find > Partially Cataloged Items** (Mac)
- or –
- Choose **Catalog > Find Other > Partially Cataloged Items** (Win)

After locating the partially cataloged items, you can select all of the items with this status and choose **Item > Update** to complete the cataloging process.

### To find unreadable items (red dot):

- Choose **Edit > Find > Unreadable Items** (Mac)
- or –
- Choose **Catalog > Find Other > Unreadable Items** (Win)

After locating unreadable items, you can use the **Item > Original > Reveal in Finder** (Mac) or **Item > Original > Find in Explorer** (Win) command to locate the file so that you can resolve any file-integrity or permissions issues.

# Portfolio Server 8.5 and SQL Connect 8.5

## Portfolio Server

This release of Portfolio Server offers improvements on the performance of AutoSync folders.

On Microsoft Windows server platforms, updated image processing filters will allow certain asset types to catalog much more reliably and quickly. Most notably is improved support for EPS, PDF, Adobe Illustrator and InDesign formats.

In addition to performance and stability improvements, AutoSync folders were also updated to support the new Portfolio Project Sync plug-in. This feature allows users to access items stored in a Portfolio catalog directly from Adobe Bridge and other Creative Suite applications, without the use of the Portfolio client. For detailed setup, configuration and usage instructions, please see the Portfolio Project Sync User Guide.

## Portfolio Server Minimum System Requirements

The following are the minimum system requirements for Portfolio Server installation.



*If you have very large database that is being maintained through AutoSync folders, the performance of Portfolio Server will be positively affected by faster processors and more memory.*

## Portfolio Server Macintosh:

- *Mac OS X v10.4.4, including Mac OS X Server v10.4.4*
- *1GHz or faster G4, G5 or Intel Core processor(s)*
- *512MB of available RAM*
- *500MB of available hard disk space (additional space required for database and asset storage)*
- *QuickTime 7 or higher*
- *1024 x 768 or larger display*
- *Adobe Reader 5 or higher*
- *Network interface with a 10 megabit or faster connection*
- *Microsoft Office X (10.1.9 only) for text indexing and thumbnailing of Office file types.*

## Portfolio Server Windows:

- *Windows 2000 SP4, Windows XP SP2, or Server 2003 SP1 or R2*
- *1GHz or faster processor*
- *512MB of available RAM*
- *500MB of available hard disk space (additional space required for database and asset storage)*
- *1024 x 768 or larger display*
- *Network interface with a 10 megabit or faster connection*
- *QuickTime 7 or higher*
- *Adobe Reader 5 or higher*
- *Microsoft Office 2003 SP2 or higher for text indexing and thumbnailing of Office file types.*

## Portfolio SQL Connect

To keep pace with the development of SQL databases, we have expanded Portfolio SQL Connect to support all of the following:

- *MySQL 4.1.21 or 5.0.37*
- *Oracle 10gR2*
- *Microsoft SQL Server 2000 SP4, 2005 SP2*

MySQL 5 offers tremendous improvements in overall catalog performance, and is recommended as the preferred choice over MySQL 4.

For a complete list of Portfolio SQL Connect system requirements, please see the detailed chart on the following pages.



*It's important to note that the SQL Server need not be installed on the same server as Portfolio Server.*

## Upgrading a Portfolio SQL database to Portfolio SQL Connect 8.5

When upgrading from a previous version of a SQL-based catalog, you must use the SQL Connect Database Administration tool to update the schema so that it is compatible with Portfolio Server 8.5.

It's important to note that when upgrading a database that you must update incrementally. If you are upgrading from a Portfolio 7 schema, you would first convert from 7 to 8, then 8 to 8.5. If you are at all unsure about upgrading your database, please contact priority technical support using the number listed on your Annual Service Agreement contract.

## Upgrading with the Windows DBA Tool

For Microsoft Windows-based SQL databases, follow the instructions listed in the Database Administration Tool chapter of the Portfolio Server User Guide to upgrade the schema.



*The included SQL Database Administration Tool requires the Java Runtime Environment (JRE) version 1.5 or higher (Windows only). The JRE installer is placed on your hard disk in the Portfolio Server application folder when you install Portfolio Server. To install this version of JRE, run the file named: jre-1\_5\_0\_11-windows-i586-p.exe*

## Upgrading with the Mac OS X Portfolio SQL Upgrade Tool

The Portfolio SQL Upgrade Tool is installed automatically with any Portfolio Server Install.

It is highly recommended that you run the Upgrade Tool on the same machine that contains the SQL database.

1. Launch the Upgrade tool from **Extensis Portfolio Server 8.5 > Portfolio SQL Upgrade Tool**.

2. The tool automatically locates the default MySQL client directory:

```
usr/local/mysql/bin/mysql/
```

If MySQL is installed in another location click **Browse** and navigate to the new directory.

3. In the Server field, enter the location of the MySQL Sever.

By default this field points to `localhost`, indicating the system that you are currently logged into, but you can also enter an IP address or DNS name for any other MySQL server. Though, for speed and data integrity issues, Extensis recommends that you run the upgrade tool on the same machine that is running the MySQL Server.

4. The default port for MySQL Server is 3306.

Update this field if your server is running on a different port.

5. Database is the name of the MySQL database that you want to upgrade.










*The Database name is case-sensitive.*

6. For the User Name and Password fields, enter the username and password with privileges granted on the MySQL database to be upgraded.

This is **not** the password used to administer Portfolio Server, or user passwords within the Portfolio catalog. For more information on MySQL user accounts and permissions required for SQL Connect, consult the Portfolio Server user guide.

7. Click Upgrade to run the tool. The tool should take a few minutes to upgrade the schema, even for very large catalogs.

## Portfolio SQL Connect System Requirements

Windows System Requirements	Macintosh System Requirements
<p><b>Minimum Hardware Requirements</b></p> <ul style="list-style-type: none"> <li>• CPU: 1 GHz Pentium 4 or equivalent</li> <li>• RAM: 1 GB</li> </ul>	<p><b>Minimum Hardware Requirements</b></p> <ul style="list-style-type: none"> <li>• CPU: 1 GHz or faster G4, G5 or Intel Core processor(s)</li> <li>• RAM: 1 GB</li> </ul>
<p><b>Recommended Hardware Requirements</b></p> <ul style="list-style-type: none"> <li>• CPU: Dual 2.8 GHz Pentium 4 or equivalent</li> <li>• RAM: 2 GB</li> </ul> <p> When assets are kept on the same machine as Portfolio Server, Extensis recommends disk hardware that provides fast disk access, such as a hardware RAID array.</p> <p> When Portfolio Server is installed on the same machine as the SQL database server, the more processing power, RAM and disk speed available, the better.</p>	<p><b>Recommended Hardware Requirements</b></p> <ul style="list-style-type: none"> <li>• CPU: Dual 2.0 GHz or faster G5 or Intel Core processor(s)</li> <li>• RAM: 2 GB</li> </ul> <p> When assets are kept on the same machine as Portfolio Server, Extensis recommends disk hardware that provides fast disk access, such as a hardware RAID array.</p> <p> When Portfolio Server is installed on the same machine as the SQL database server, the more processing power, RAM and disk speed available, the better.</p>
<p><b>Software Requirements</b></p> <ul style="list-style-type: none"> <li>• Microsoft SQL Server 2000 SQL Server ODBC driver v2000-8.00.2039</li> <li>• Microsoft SQL Server 2005 SQL Server ODBC driver v2005-9.00.1399.06</li> <li>• Oracle 10g R2 Oracle ODBC driver v10.02.00.01</li> <li>• MySQL Database 4.1.21 or 5.0.41 MyODBC Connector 3.51.12</li> </ul> <p> Newer database engines and ODBC drivers may function properly, but have not been verified. Use alternate or newer database engines and ODBC drivers at your own risk.</p>	<p><b>Software Requirements</b></p> <ul style="list-style-type: none"> <li>• MySQL Database 4.1.21 or 5.0.41</li> <li>• MyODBC 3.51.14</li> </ul> <p> Newer database engines and ODBC drivers may function properly, but have not been verified. Use alternate or newer database engines and ODBC drivers at your own risk.</p> <p> For detailed MySQL installation and setup instructions on Mac OS X, please see the <b>Portfolio8_Installing_MySQL.PDF</b> file on your install disk, or download the most current document from our website: <a href="http://www.extensis.com/downloads/">http://www.extensis.com/downloads/</a></p>

# Portfolio NetPublish 8.5

## NetPublish new features

Three new features were introduced in this version of NetPublish. They include a download log that allows you to know which items are being downloaded by site users, new download security settings, as well as the ability to watermark items contained in a NetPublish site. Each of these features are implemented “under the hood” and are not exposed in any graphical user interface.

## Asset Download Log

The download log tracks a bounty of information about which assets are being downloaded from your NetPublish site. This file is named **assets.log**, and is located on your NetPublish server in the following locations depending upon your server OS.

This release adds a number of helpful information fields to this log, and can be used to assist in determining who is accessing files, as well as which files are most frequently downloaded and so forth.

The default installation directory on Windows is:

```
C:\Program Files\Extensis\Portfolio  
NetPublish Server\Web Root\app\assets.log
```

The default installation directory for Macintosh is:

```
//Boot Volume/Applications/Portfolio  
NetPublish Server/Web Root/app/assets.log
```

The `assets.log` file is a tab-delimited file that can be easily read by a standard text-editor or spreadsheet program, such as Microsoft Excel. Using a spreadsheet program to view the file gives you the option to analyze your NetPublish site traffic and create reports from the data.

The following information fields are contained in the `assets.log` file in order:

- *Date of the download.*
- *Time of the download.*
- *The IP Address of the machine that initiated the download.*
- *The User Login information if the site requires a login, if the site does not, this contains any available remote host data – for example, an IP Address.*
- *The filename of the item downloaded, including files downloaded as part of an archive.*
- *The original source file’s pathname.*
- *The Portfolio ItemId of the file.*
- *The name of the catalog from which the item was downloaded.*
- *The NetPublish catalog alias name.*
- *The NetPublish site name.*
- *The archive filename, if the file downloaded was an archive.*
- *The height, width and aspect ratio of the file downloaded, if these settings were adjusted.*

## Watermarking and Asset download protection

When you watermark an image, you place a semi-visible mark on it, thus discouraging any unauthorized use.

The type of watermark that NetPublish will place on a target image is considered “destructive” to the downloaded file, and is not like some other “invisible” watermarks that you may have seen. It’s important to note that the watermark only affects the downloaded file that web users access, and in no way alters your original assets.

You can choose any non-animated GIF image to use as a watermark. In general, a high-contrast, simple image (such as those containing text) will perform better than complex, low-contrast images. This file can be located in any easily accessible location on the NetPublish server.

Currently watermarking is supported for all image file types that can be dynamically scaled by NetPublish, including JPEG, GIF, PNG and BMP.

The watermarking feature doesn’t have a specific user interface from which to be enabled. To use this feature, you need to edit the `site.properties` file. This file is generated by the NetPublish Assistant whenever a site is published to the NetPublish web server.

The default location for this file on Windows is:

```
C:\Program Files\Extensis\Portfolio
NetPublish Server\Web Root\site\
<site name>\site.properties
```

The default location for this file on Macintosh is:

```
/Applications/Portfolio NetPublish Server/
Web Root/site/<site name>/site.properties
```

The `site.properties` file can be opened with any standard text editor, such as Notepad on Windows or TextEdit on the Mac, but **must retain the UTF-8 encoding format**. The process of enabling Watermarking and asset download protection involves appending the necessary parameters to this file, selecting the options that you desire.

### Choosing a watermark image

#### The watermark transparency pixel

The transparency of the watermark is determined by the upper-left corner pixel of the watermark GIF. The color of that pixel determines what is considered the “background” and thus transparent part of the watermark. It’s important to note that any alpha channels are ignored, and transparency is entirely determined by the upper left pixel.

## Watermarking and asset protection settings

There are six settings that can be controlled from the `site.properties` file that affect watermarking and asset protection. The following chart gives a quick overview of the settings.

setting	allowed variables	default variable
<i>archives</i>	<i>true, false, watermark</i>	<i>true</i>
<i>originals</i>	<i>true, false, watermark</i>	<i>true</i>
<i>previews</i>	<i>true, false, watermark</i>	<i>true</i>
<i>watermarkAlign</i>	<i>center, topleft, bottomleft, bottomright, tile, fit</i>	<i>bottomright</i>
<i>watermarkOpacity</i>	<i>0 - 100</i>	<i>50</i>
<i>watermarkFile</i>	<i>path to watermark image</i>	<i>none</i>

### archives

`true` — This is the default setting for archive files. This allows the NetPublish site user to download archive files.

`false` — restricts NetPublish site users from downloading files in an archive. When disabling archives in `site.properties` file, be sure that the associated site does not include a download archive feature, as it will no longer function.

`watermark` — each image is watermarked based on the watermark settings as it is added to the archive file. If there are items that cannot be watermarked in the archive, then the item is skipped and excluded from the archive. To ensure that all files added to

an archive are always included when using the watermark feature, be sure that any files published to the NetPublish site are able to accept a watermark.



*If no files are able to accept a watermark when NetPublish is creating an archive, an error indicating "No files can be downloaded" is displayed to the NetPublish site user.*

### originals

`true` — This is the default setting for original files. This allows the NetPublish site user to download and view the original files on the site.

`false` — restricts NetPublish site users from accessing any original files. If the NetPublish site is configured to include an original image, the site will instead display a message indicating the images cannot be rendered.

`watermark` — each original image is watermarked based on the watermark settings before it is provided to the NetPublish site user.

### previews

`true` — This is the default setting for preview files. This allows the NetPublish site user to download and view any preview files on the site.

`false` — restricts NetPublish site users from accessing any preview files. If the NetPublish site is configured to include preview images, the site will instead display a message indicating the images cannot be rendered.

`watermark` — each preview JPG is watermarked based on the watermark settings before it is provided to the NetPublish site user.

**watermarkAlign**

`center` — places the watermark in the absolute center of the image.

`topleft` — places the watermark in the top left corner of the image.

`bottomleft` — places the watermark in the lower left corner of the image.

`bottomright` — the default setting, this places watermark in the lower right corner.

`tile` — tiles the watermark across the target image.

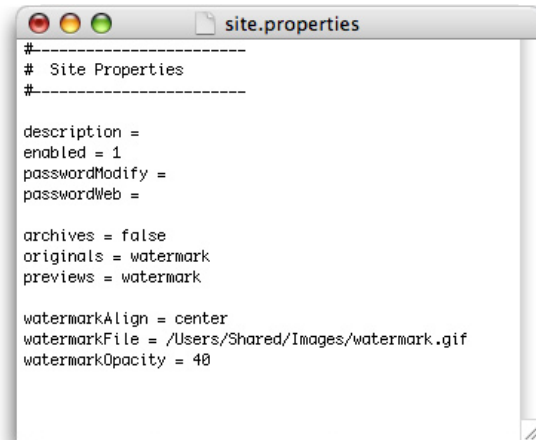
`fit` — stretches the watermark GIF to fit corner-to-corner across the target image.

**watermarkOpacity**

The opacity value can be any value from 0-100, and has a default setting of 50. This determines how opaque or transparent the watermark appears on the target image — from 0% where only the target image is visible to 100% where only the watermark image is visible.

**watermarkFile**

This setting is the absolute path to the watermark GIF on the NetPublish server. Only GIF images are currently supported as watermark source files.

**Important notes about watermarking**

When implementing or changing any watermark changes, it is important to clear the NetPublish site cache directory. This prevents NetPublish from inadvertently using previously generated (and possibly non-watermarked) images on the site.

**To clear the NetPublish cache:**

- Delete all files from the following directory.

The default location on a Windows server is:

```
C:\Program Files\Extensis\Portfolio  
NetPublish Server\Web Root\cache\
```

The default location on a Macintosh server is:

```
/Applications/Portfolio NetPublish  
Server/Web Root/cache/
```

