



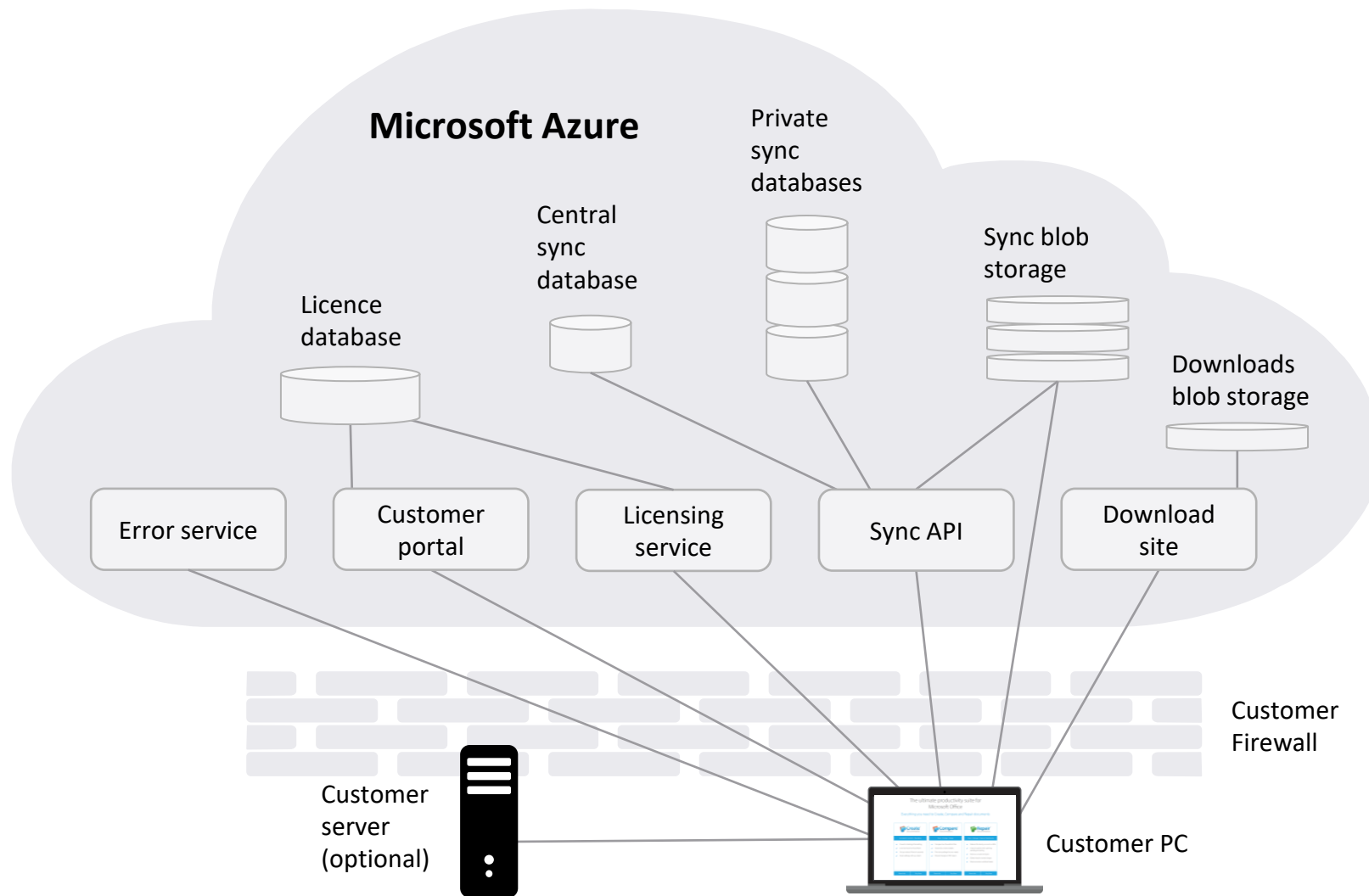
Create V10 Schematic

Technical Guide for IT Personnel

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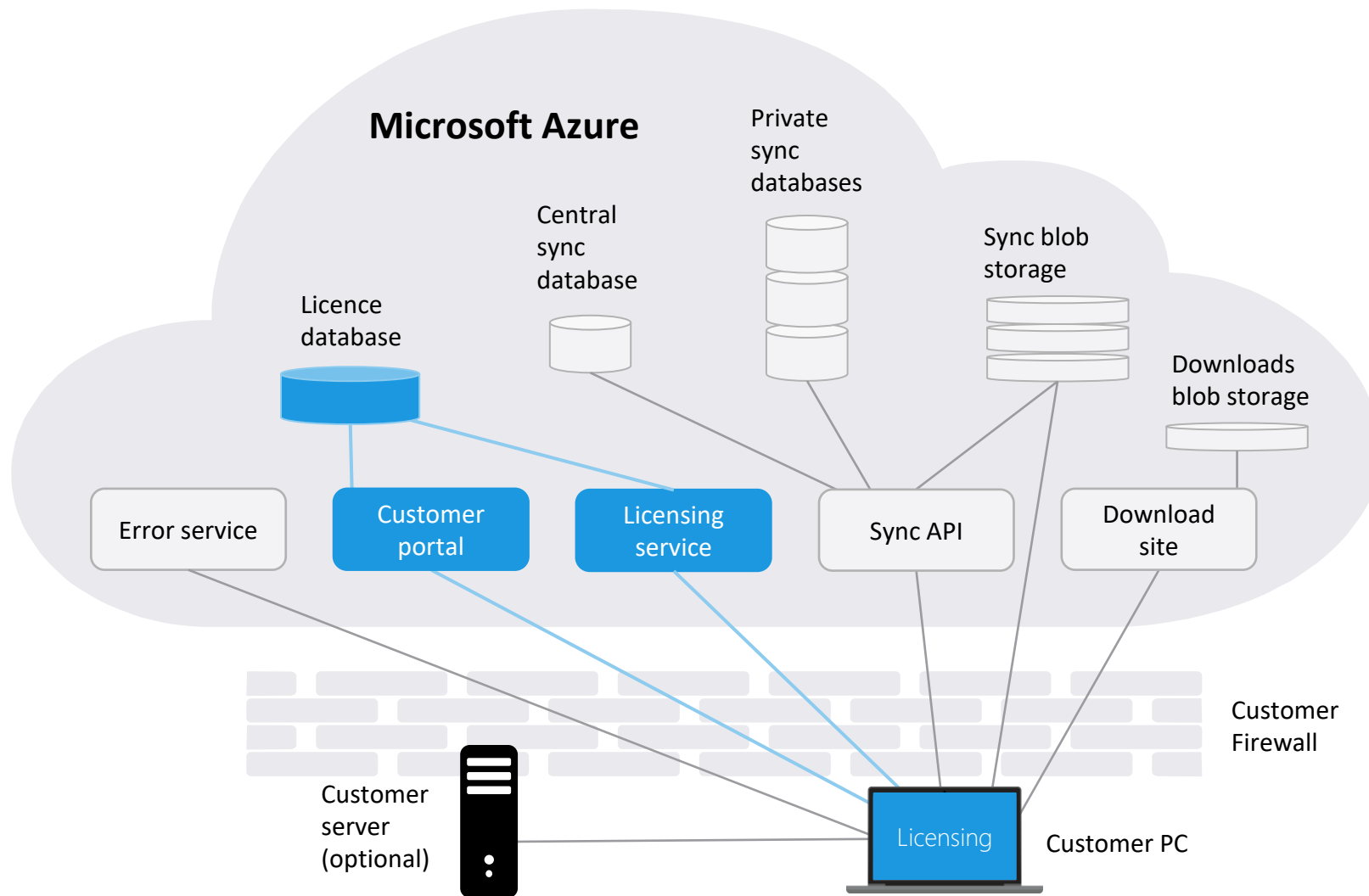
Overview



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- Create is a suite of add-ins for Microsoft Office, built using Microsoft .NET and Visual Studio Tools for Office (VSTO). It adds functionality to PowerPoint, Word and Excel to help users create high quality, consistent-looking documents. It is not a document management system and does not store, upload or share completed documents.
- Create V10 includes an optional cloud-based service that allows users to share settings, templates and commonly used document content (e.g. disclaimers, flow charts, bios or key contacts). This cloud component is hosted in Microsoft Azure and managed entirely by Presentation Solutions.
- The only hardware requirement for using Create is a Windows PC capable of running Office. See the [Create Installation Guide](#) for a more detailed description of pre-requisites.

Licensing

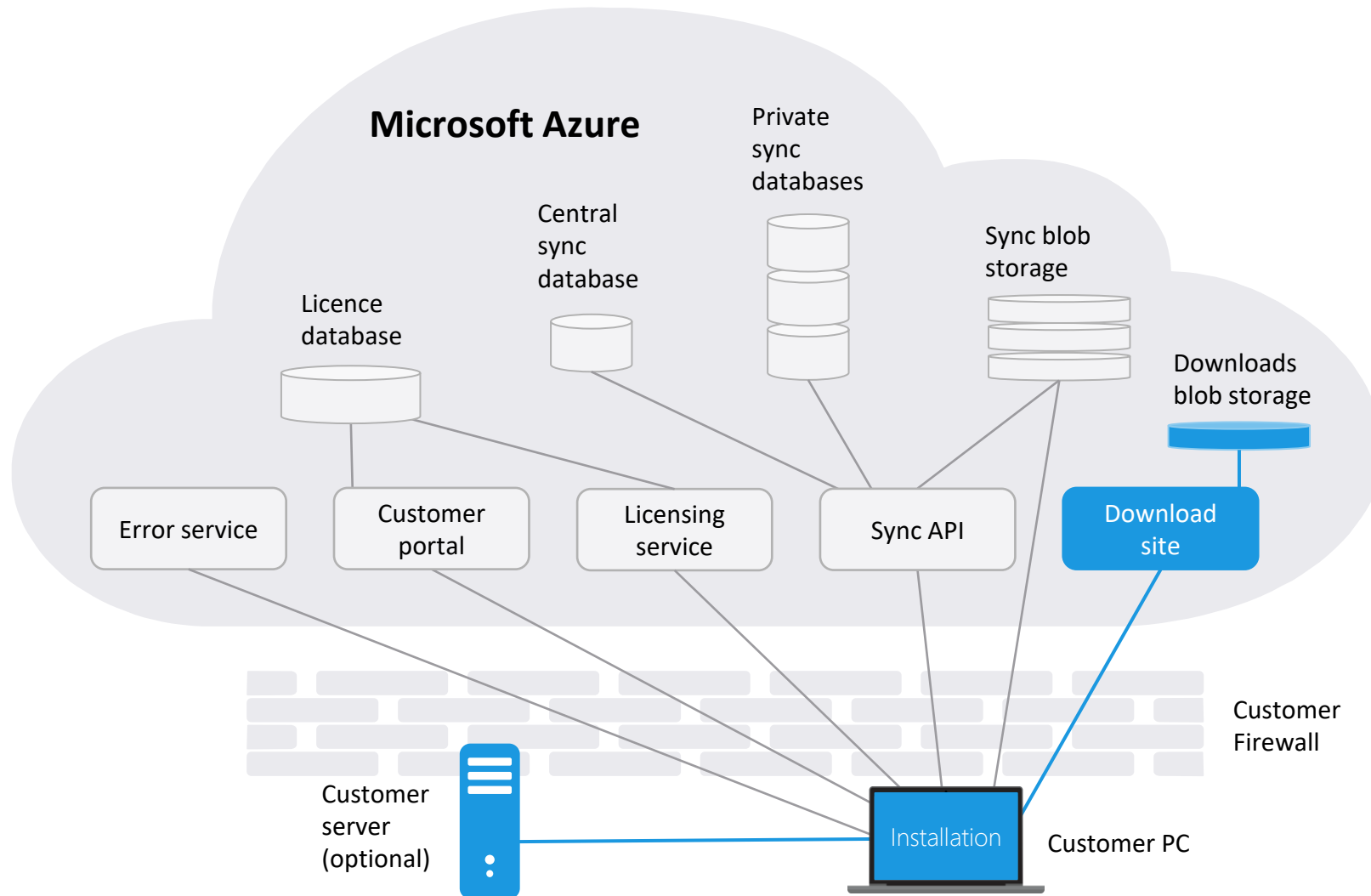


- Create contacts the licence server on initial product registration and at regular intervals, as described in the licensing terms (currently 30 days). The licensing service is a WCF web service hosted in Microsoft Azure. Communication is over HTTPS.
- Create sends the user's name, email address, machine name, Windows user name, operating system version, Office version and Create version, and two unique customer IDs embedded in the encrypted application settings. The email address is used on first registration to match the user with an existing licence.
- The Windows user name is stored in the licence database for future validation.
- Other information such as the user's name, machine name and version information is kept for customer reporting and for support. This information can be viewed in the customer portal by Presentation Solutions staff and authorised administrators from that user's organisation.
- The licensing service returns a licence token that is stored encrypted in the user's registry at this location:

[HKEY_CURRENT_USER\Software\PresentationSolutions\Create\Profiles](#)

Licence data is stored in an Azure SQL Server database in Microsoft's Netherlands data centre. The web service is hosted at the same location. Create cannot contact the licence database directly and no login details are stored by the application.

Installation



Installation

There are three main methods for installation. Details can be found in the [Create Installation Guide](#).

1. ClickOnce Deployment

The recommended method is to use **Microsoft ClickOnce Deployment**. The customer is sent a link to a setup.exe file on the Presentation Solutions download site. This location is unique to each customer.

- Clicking the link launches the setup.exe file which checks for software pre-requisites then downloads the deployment manifest file, Create.vsto. The Microsoft Office Customization Installer then runs to install the Create add-ins.

The Office Customization Installer installs files to this location:

C:\Users\{user name}\AppData\Local\Apps\2.0

Customisation files are stored here:

C:\Users\{user name}\AppData\Local\Create

Registry entries are made in the following locations:

HKEY_CURRENT_USER\Software\classes\Applications\Create.Packager.exe

HKEY_CURRENT_USER\Software\classes\Packager_Asc

HKEY_CURRENT_USER\Software\Microsoft\Office\{current version number}\PowerPoint\Options

HKEY_CURRENT_USER\Software\Microsoft\Office\Excel\Addins\Create.ExcelAddin

HKEY_CURRENT_USER\Software\Microsoft\Office\PowerPoint\Addins\Create.PowerPointAddin

HKEY_CURRENT_USER\Software\Microsoft\Office\Word\Addins\Create.WordAddin

HKEY_CURRENT_USER\Software\Microsoft\VSTO\Security\Inclusion

HKEY_CURRENT_USER\Software\Microsoft\Windows\CurrentVersion\Uninstall

HKEY_CURRENT_USER\Software\PresentationSolutions\Create

Installation

- Office may create additional registry entries – refer to Microsoft documentation for details.
- Create is updated when IT Presentation Solutions update the files on the download site. Each customer has their own unique download area and files are not updated without authorisation from the customer. Office automatically checks for updates at regular intervals (currently 14 days) and users can update immediately via a button in the Create user interface. Office downloads updated files from the same location as the original install.
- The download site is hosted in Microsoft's Netherlands data centre. Application files are stored in Azure blob storage at the same location.

2. Local Install

Application files are zipped by Presentation Solutions and downloaded by customer IT staff and saved to a folder within the customer's own network.

- End users are given a shortcut to the deployment manifest file, Create.vsto. Opening this file launches the Office Customization Installer on any machine that has Office installed. From this point, the process is the same as ClickOnce Deployment.
- Create is updated when IT staff update the files in the application files folder. Office automatically checks for updates at regular intervals (currently 14 days) but users can update immediately via a button in the Create user interface. No files are downloaded from an external source.

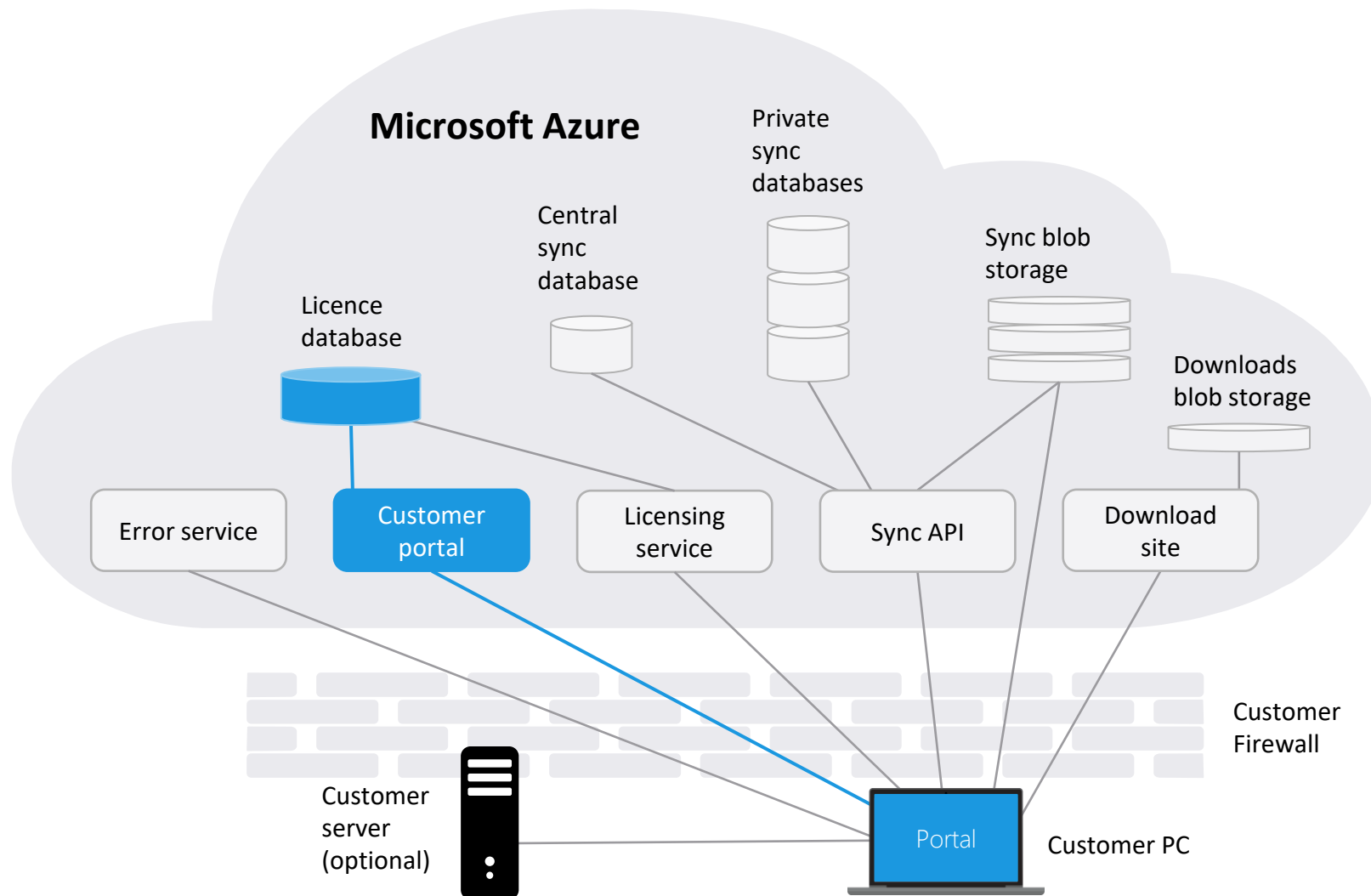
3. Windows Installer

Create V10 is available as an MSI install. The MSI mimics the action of the Office Customization Installer with some changes:

- Files are installed in the **Program Files** folder
- Microsoft registry keys are updated in the `HKEY_LOCAL_MACHINE` hive.

Updates are supplied via a new MSI.

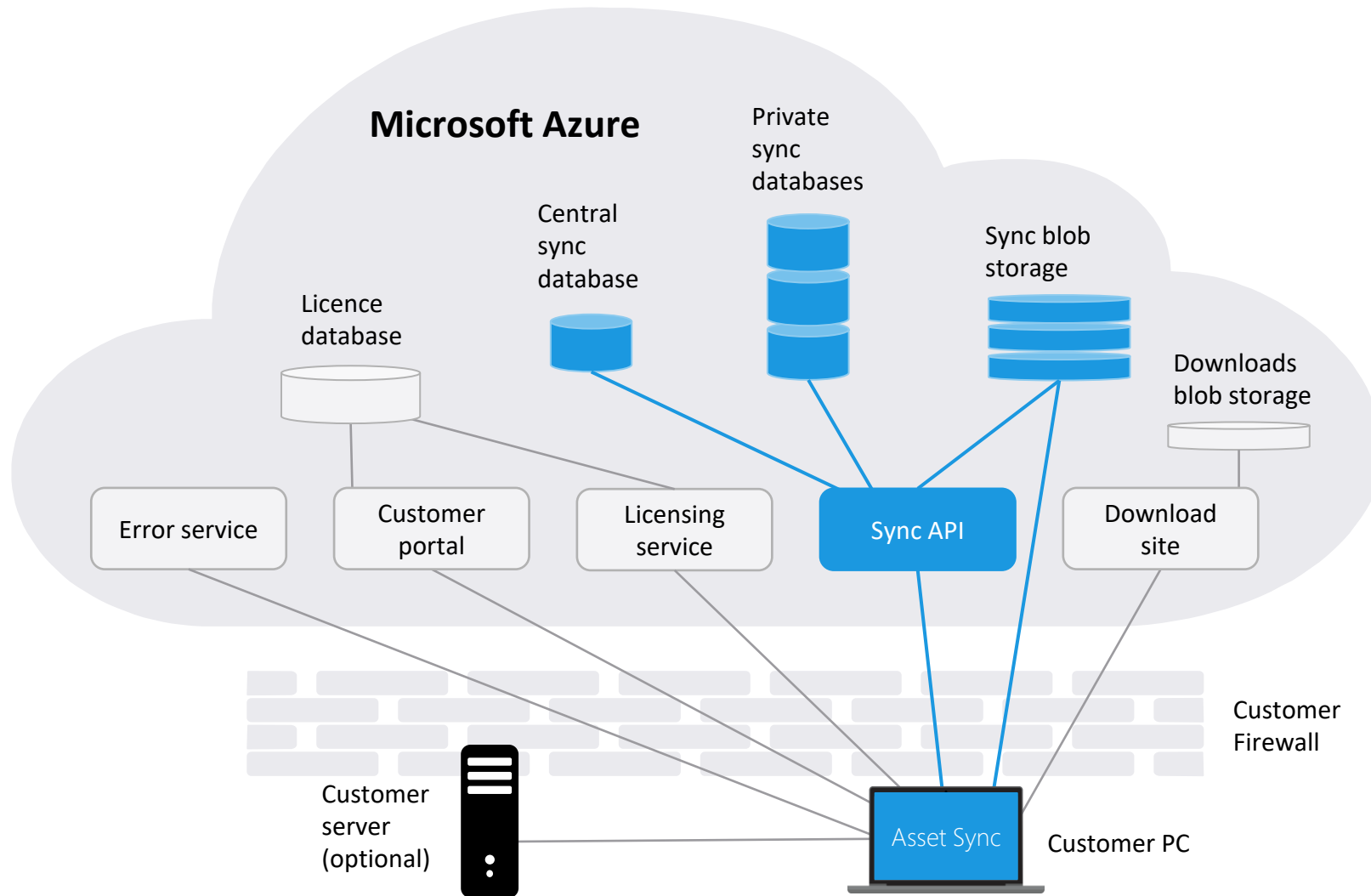
Customer Portal



Customer portal

- This is a website that can be used by customers to manage and report on licences. Users must be given a login by Presentation Solutions staff to access this service. Customers can only view their own organisation's data.
- Communication with the customer portal is via a browser and always over HTTPS.
- The customer portal is hosted in Azure in Microsoft's Netherlands data centre.

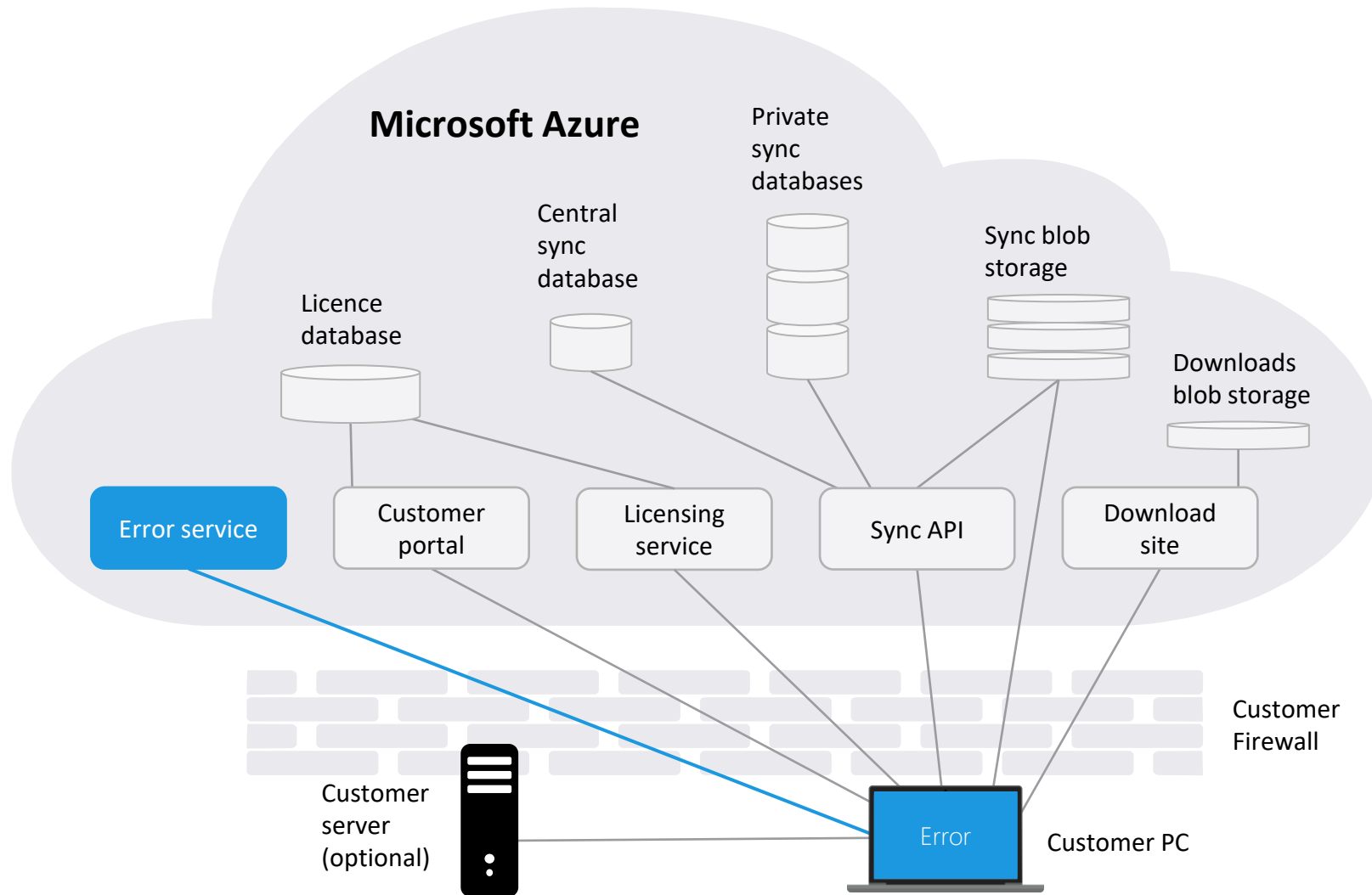
Asset synchronisation



Asset synchronisation

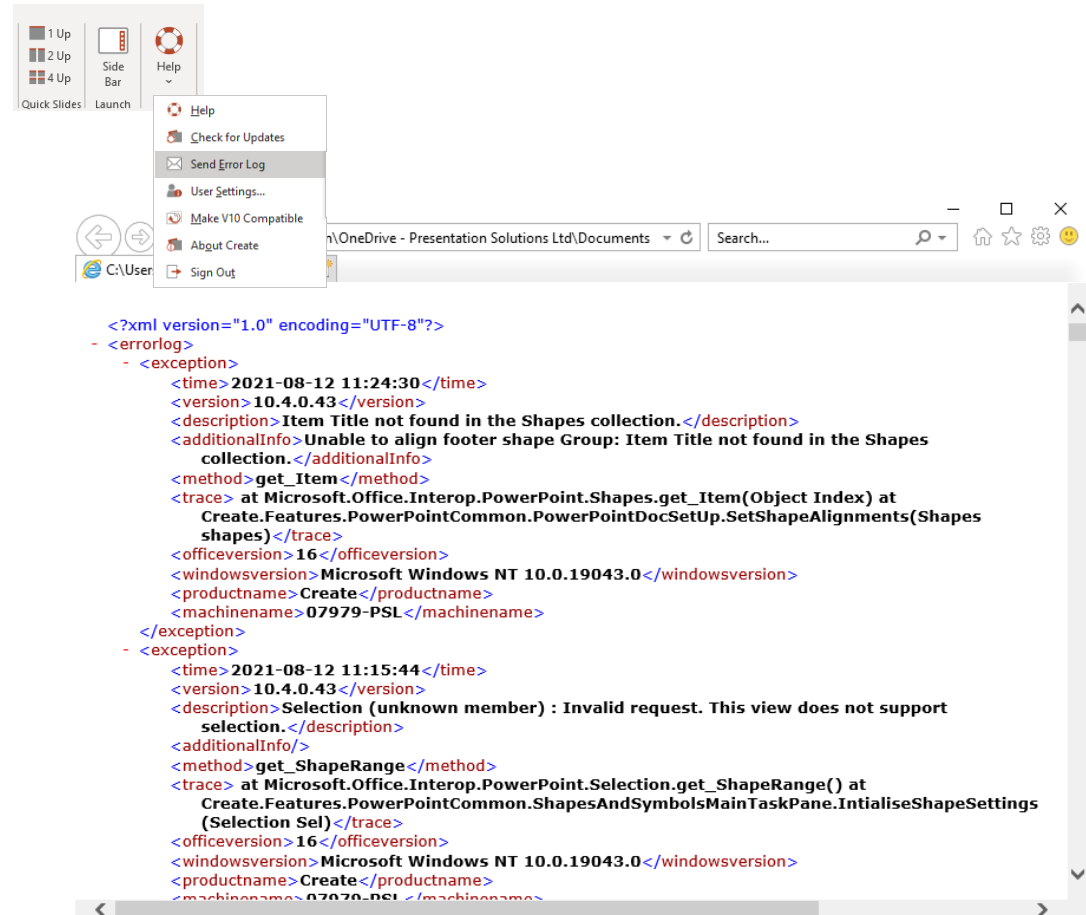
- The cloud element of Create is optional. Customers who take this option are able to add their own PowerPoint slides, Excel templates and are able to manage some settings such as office locations. New content, generated by end users or, as requested, by Presentation Solutions is synchronised between all users or specific user groups, as dictated by configurable permissions. Create is designed to be used offline so all templates and settings files are kept on the machine in the local application data cache.
- On start-up, Create calls the synchronisation web API to check for updates. Calls to the API are authenticated using Active Directory authentication and made over HTTPS. The synchronisation API is a web API hosted in Azure. The API searches databases and Azure blob storage and returns an XML manifest document to Create containing details of any assets (files) that can be updated. Each customer has their own database, with unique logins, containing metadata describing the assets. The file binary data is stored in Azure blob storage – each customer has their own container identified by a GUID. Data in blob storage is password protected. Create does not have login details for any databases or for blob storage. The manifest file supplied by the synchronisation API contains SAS links to downloadable files which Create uses to update its own copy. The SAS links are valid only for twenty minutes, after which they cease to work.
- When an authorised user adds content, e.g. a PowerPoint slide, binaries and data are uploaded via the synchronisation API and stored in blob storage and the customer's private database.
- The API and data are all located in Microsoft's Netherlands data centre and are managed by Presentation Solutions. The minimum hardware requirement for a customer is a single PC.
- Note that Create does not store completed documents. It only stores and synchronises Office templates (document and chart templates) and settings (such as colour palettes and formatting information) to assist users with the creation of new documents.

Error service



Error service

- Users have the option to send an error log at any time to Presentation Solutions, via an option in the Create **Help** menu in PowerPoint, Word and Excel.
- Create sends the error log along with the user's name, email address, domain and customer name. Presentation Solutions technical support team is then notified.
- An error log is an .XML text file stored on the users **Documents** location, in a folder **Create Error Logs**, containing any information to help with troubleshooting and does not include screenshots, files, attachments or other potentially confidential data.
- The error service is a WCF web service hosted in Microsoft Azure at Microsoft's Netherlands data centre.



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