



# *OpenOffice.org 3*

*Installation Guide*



**OpenOffice.org 3**  
**Installation Guide**  
Rev 1.0  
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## Feedback

For feedback to this document, please see:  
<http://documentation.openoffice.org/>

## Versions of this document

Version	Date	Sign	Description
Rev 1.0	Nov 26, 09	JHW	First published version.

## Preface

The OpenOffice.org 3 Installation Guide describes how to install, uninstall and configure OpenOffice.org on different systems. The guide is primarily written for users and administrators who are familiar with the systems they are working with.

While this software is available for many Linux distributions, only the usage of the original RPM and Debian packages from OpenOffice.org are covered in this guide. See the documentation for your package manager if you use other packages or methods.

Where differences might exist in various functions between operating systems, these differences are explained. If functions and commands explained in this guide are not available in a certain installation, this is a limitation in the specific installation of the system.

Different sources of information for users and administrators are available through various mailing lists, different forums set up to answer questions, and the latest news about OpenOffice.org available at <http://www.openoffice.org/>.

### Related documentation

The following publications provide additional information on the topics covered in this book:

*OpenOffice.org Installation FAQ*

<http://wiki.services.openoffice.org/wiki/Documentation/FAQ/Installation>

*OpenOffice.org Administration Guide*

[http://wiki.services.openoffice.org/wiki/Documentation/Administration\\_Guide](http://wiki.services.openoffice.org/wiki/Documentation/Administration_Guide)

*OpenOffice.org Getting Started Guide*

<http://documentation.openoffice.org/manuals/userguide3/0100GS3-GettingStartedOOo3.pdf>

[http://wiki.services.openoffice.org/wiki/Documentation/OOo3\\_User\\_Guides/Getting\\_Started](http://wiki.services.openoffice.org/wiki/Documentation/OOo3_User_Guides/Getting_Started)

*Information about Accessibility*

<http://wiki.services.openoffice.org/wiki/Accessibility>

*OpenOffice.org Installation Read Me*

<http://www.openoffice.org/welcome/readme.html>

### Accessing documentation on the web

The Documentation project website provides links to more information resources. You can browse the archive or search for a specific title or area of interest. Access the website on:

<http://documentation.openoffice.org/>

### Translated versions

The information in this manual might be available in your language. See the Documentation project for more details:

<http://documentation.openoffice.org/>

## Typographical conventions

This table lists the typographical conventions used throughout this book.

Convention	Means	Examples
<i>AaBbCc123</i>	Names on commands, files, directories and screen output.	Edit your <code>.login</code> file. Use <code>ls -a</code> to list all files.
<b>AaBbCc123</b>	What you write, in contrast to the screen's output.	machine_name% <b>su</b> Password:
<b>AaBbCc123</b>	Labels for menus, buttons etc.	Specify the permission and click <b>OK</b> .
<i>AaBbCc123</i>	Book titles, new words and emphasized words.	Read Chapter 6 in <i>User Guide</i> . Perform a <i>Patch analysis</i> . Do <i>not</i> save the file.

# System requirements

Make sure that your system conforms to the following requirements to successfully install the software.

## Microsoft Windows

- Windows 2000 (Service Pack 2 or higher), Windows XP, Windows 2003, Windows Vista
- 256 MB RAM (512 MB RAM recommended)
- At least 650 MB available disk space for a default install (including a JRE) via download. After installation and deletion of temporary installation files, OpenOffice.org will use approximately 440 MB disk space.
- 1024 x 768 or higher resolution with at least 256 colors

## Mac OS X

- Mac OS X 10.4 (Tiger) or higher
- Intel Processor
- 512 MB RAM
- 400 MB available disk space
- 1024 x 768 or higher resolution with 16.7 Million colors

## Linux

- Linux kernel version 2.4 or higher, glibc2 version 2.3.2 or higher
- 256 MB RAM (512 MB recommended)
- 400 MB available disk space
- X-Server with 1024 x 768 or higher resolution with at least 256 colors

## Solaris x86 and SPARC platforms

- Solaris 10 OS or higher
- 256 MB RAM
- 450 MB available disk space
- X-Server with 1024 x 768 or higher resolution with at least 256 colors

## For accessibility

### All platforms

- Java Runtime Environment 1.4.0\_02, 1.4.1\_01 or newer
- Java Access Bridge. To get the Java Access Bridge visit: <http://java.sun.com/products/accessbridge>

### Linux and Solaris

- Installation of GNOME 2.6.



## Java functionality

OpenOffice.org requires Java to function properly. Besides OpenOffice.org Base, several wizards and additional functionality rely on a Java Runtime Environment to function. The software can run without Java with limited functionality, but if you want the full feature-set, please install JRE version 1.5 or higher.

Downloads of OpenOffice.org (except for Linux Debian and Mac OS X) come in two variants, one where Java support is included, and one without Java. When Java support is included, the installation package has the code `_wJRE` in its filename.

## Earlier versions of OpenOffice.org

If your system does not conform to all of the system requirements, please see the system requirements for earlier versions of the software:

[http://www.openoffice.org/dev\\_docs/source/sys\\_reqs.html](http://www.openoffice.org/dev_docs/source/sys_reqs.html)

## Obtaining the software

You can get OpenOffice.org in several ways. Use the method that best fits your needs and is available for you.

### Downloading from the Internet

OpenOffice.org can be downloaded from the official project website here:  
<http://download.openoffice.org/>

You can also contact the native language community:  
<http://projects.openoffice.org/native-lang.html>

### From a distributor

OpenOffice.org is available from many distributors worldwide. To find distributors that are available in your country, please visit:  
<http://distribution.openoffice.org/cdrom/>

**Note:** These services might be charged for.

### From a CD or DVD

If you have received the software on a CD or DVD from a friend, family member or colleague, please use this disc to install OpenOffice.org.

### Downloading via Peer to Peer (P2P)

If you are used to obtaining software via Peer to Peer (P2P), the software can be downloaded using the BitTorrent protocol. See this page for more information:  
<http://distribution.openoffice.org/p2p/>

### Language packs

Many translations of OpenOffice.org are available as full installations, meaning that only that installation set is needed to get a full installation in that language.

Many other translations which have a smaller number of users are instead available as language packs. To achieve a full installation for those languages, first perform an English full installation, then install the required language pack to complete the installation.

Language packs are available from your Native Language Community. Find more information here:  
<http://download.openoffice.org/langpack.html>

## Information for all platforms

Installation is done using the native installers available on each system and the Java installer. This means that installation only requires that you, if necessary, unpack the installation image and launch the specified tool.

Using the native installer mostly provides better upgrades than not using it.

### Upgrading for all users

Shared data such as fonts, extensions and templates where the full installation has been performed for all users on a system, will be lost after upgrading the software. In an installation for one user the shared data will be kept after the upgrade.

To keep these files in a multi-user environment, backup your files prior to installation and install these after upgrade.

### Antivirus and firewalls

If you are having problems with running certain files or programs while having antivirus or firewall on, you may need to deactivate or close these functions on your system to complete the installation of the software.

If you disconnect to the Internet for security purposes while these functions are deactivated or closed, you must connect to the Internet again after installation if you want to register OpenOffice.org. Product registration is not required, and it can be done later if you wish.

For more information about your protection software, please consult the software's documentation or vendor.

### Upgrading between major versions

While an installation of OpenOffice.org can be upgraded to a newer version, we recommend that you do not upgrade on your system from one major version to another, e.g. from 2.1 to 3.1. Instead, remove the older installation before installing the newer one. Upgrading within a major release, e.g. from 3.0 to 3.2, is fine.

### Installation after a failed or development release

If you are installing the software after having a failed or development version installed, manually remove any installation files that are left after uninstallation, as well as any `.openoffice*` files and directories in your home directory before installing the software again.

On Windows, the location of these folders varies with the version but is usually something like `C:\Documents and Settings\User\Application Data\OpenOffice.org/3/user`

# Windows installation

This chapter helps you install the software on the Windows platform using the native Windows Installer.

## Single or multi-user installation

The software can be installed in primarily two ways, a *single installation* or a *multi-user installation*. In a multi-user installation the software is installed once and is then available to all users of the system. You need Administrator permissions on the system to perform this kind of installation. In a single-user installation the software is only installed for the user account you are logged in with during installation.

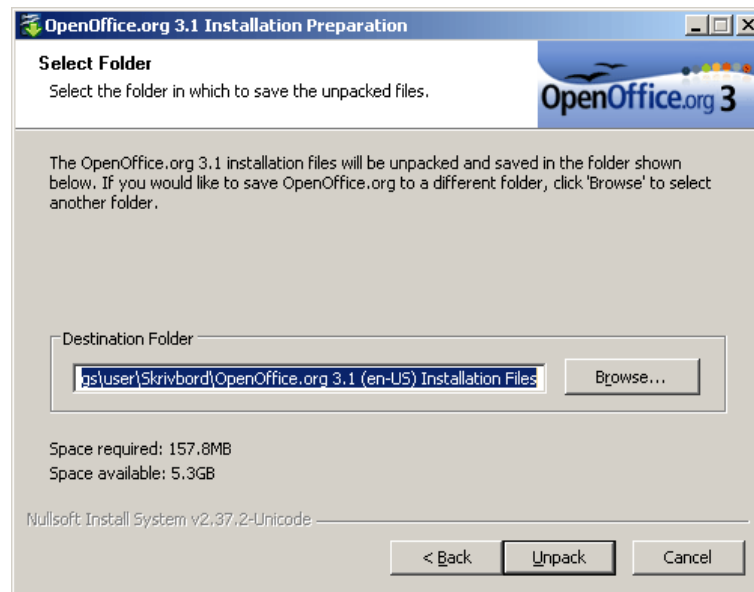
Choose the installation that is the best for your situation.

## Installation

1. If the installation should be a multi-user installation, login as Administrator or a user having Administrator permissions.
2. Locate the installation file. It has a filename like this:  
Ooo\_3.1.0\_Win32Intel\_install\_wJRE\_en.exe
3. Double-click this file. The installation will now start.
4. The first page states that the installation files need to be unpacked. Click **Next >**.



5. The installation program will be unpacked into the folder specified on the next page. To unpack the files into another folder, enter the path to the folder or browse to the folder using the **Browse...** button. Click **Unpack** to unpack the installer.



6. Once the files are unpacked, the OpenOffice.org installation program will launch automatically. On the Welcome page of the Installation Wizard, click **Next >**.

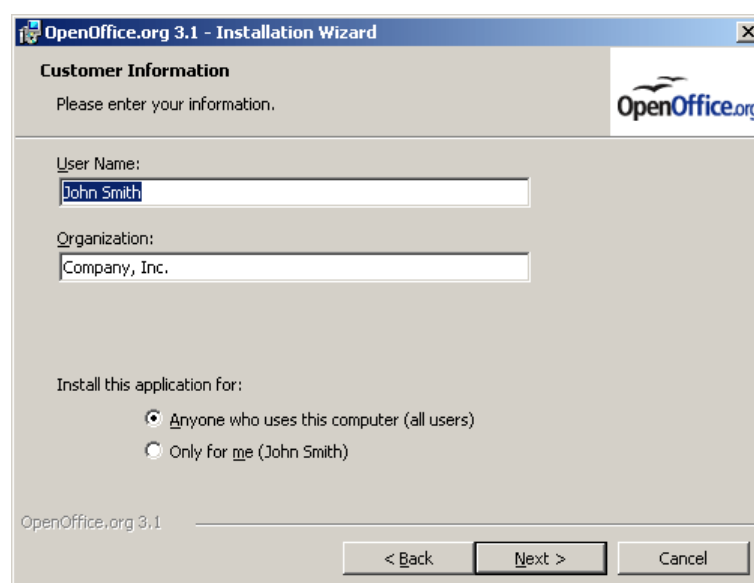
**Note:** If you receive the error message "*Internal error 2755. 110*" while installing OpenOffice.org, do the following:

1. Right-click the folder OpenOfficeorg 3.x Installation Files.
2. Click **Properties** -> **Advanced**.
3. Uncheck **Encrypt contents to secure data**. Click **OK**.

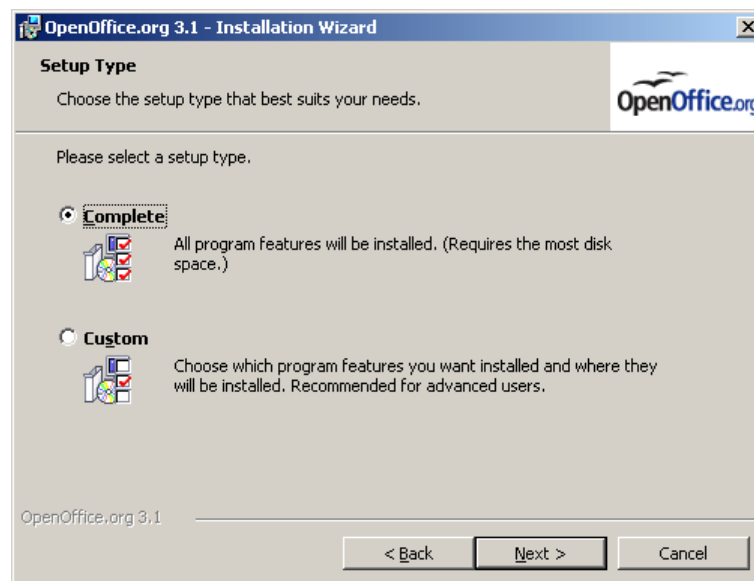
7. The Customer Information page appears.

If the software should be installed for all users, select **Anyone who uses this computer**, otherwise if the software should be installed only for the logged-in user, select **Only for me (Name)**.

You may leave this form blank, or enter your User Name and if applicable, Organization.

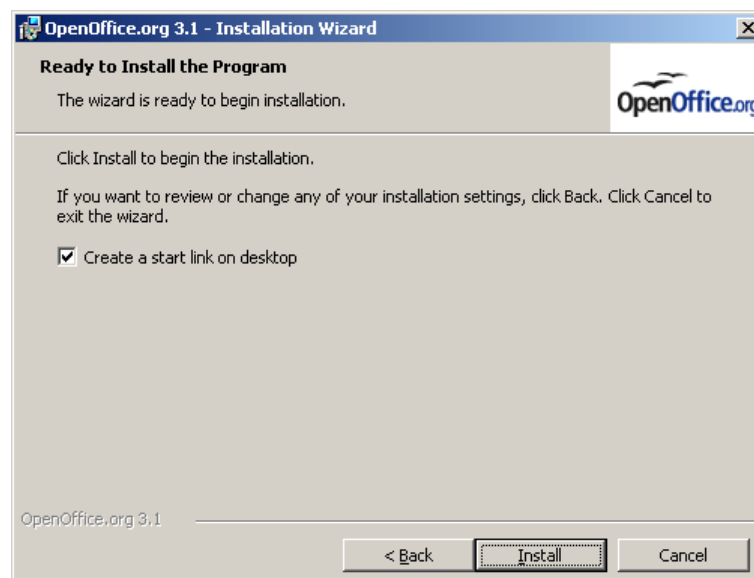


8. Click **Next >**. The Setup Type page appears. Select the type of installation you wish to perform. Selecting Complete will install all features (recommended for most users). Selecting Custom lets you choose which features to install (recommended for experienced users).



9. Click **Next >**. The Ready to Install the Program page is displayed. If you want to create a start link on the desktop, check the option on this page.

Click the **Back** button to return to previous pages to change your installation options. Click **Install** to begin the installation process.



10. Wait until the installation completes. Click **Finish**.
11. If you logged in with an account with administrator rights to perform a multi-user installation, logout.

**Note:** The installer detects whether an installation of Microsoft Office with associations to the file types .doc, .xls, .ppt etc. is present. If associations to Microsoft Office are found, the installer will not associate these with OpenOffice.org. If the associations are not found, OpenOffice.org will associate these file types. You can change these associations later using Windows.

## Removal

1. Go to **Add/Remove Programs** (typically under **Settings > Control Panel**)
2. Scroll down in the list of currently installed programs and select OpenOffice.org 3.x.
3. Click the **Remove** button on the right. Click **Yes** on the message box asking if you are sure you want to remove OpenOffice.org 3.x from your computer.
4. Removal may take several minutes. When removal is complete, a survey form will open in your browser (if you are connected to the Internet). Answering this survey is completely optional.

The removal procedure does not normally delete your personal setup folders (containing autotext, templates, custom dictionaries, configuration choices, and other information). If these folders are no longer required, you need to remove them manually.

The location of these folders varies with the version of Windows, but is usually something like  
C:\Documents and Settings\User\Application Data\OpenOffice.org\3\user

## Mac OS X installation

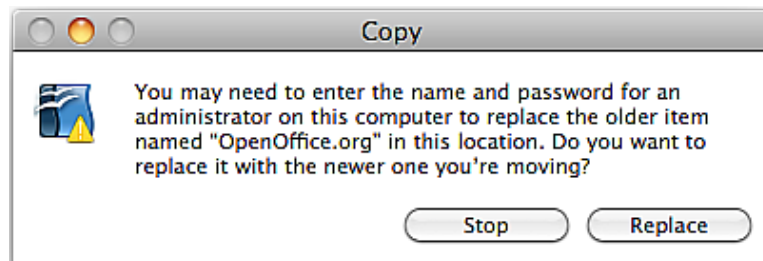
OpenOffice.org for Mac OS X is only available as a full installation. See this page for download links for available languages: <http://download.openoffice.org/other.html>

### Installation

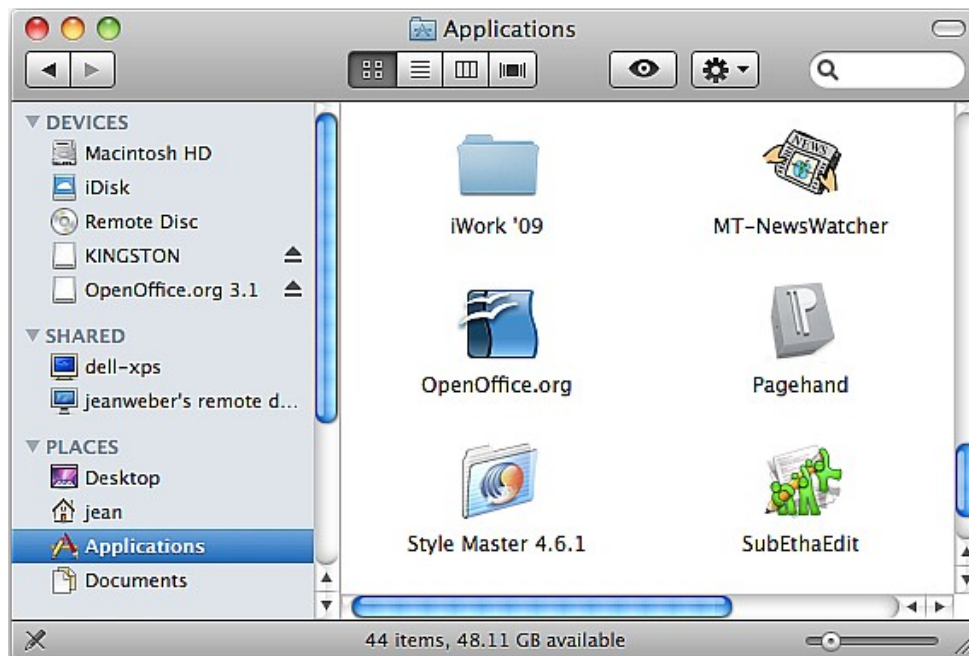
1. Locate the disk image file and open it.
2. Drag and drop the icon from within the disk image to any place you like on your hard disk. It is recommended to place it in your Applications folder.



You may get a message similar to the one below if you have OpenOffice.org installed already. In that case, click **Replace** to install the new version.



3. Go to the place that you put the application in the previous step. You should see the application icon. To start OpenOffice.org, double-click the icon.





## Removal

### Multi-user installation

Drag the icon for the OpenOffice.org application to the **Trash**.

### Single-user installation

The preferences and settings are removed by doing the following.

1. In **Finder** go to your home folder.
2. Select **Library**, then **Application Support**.
3. There you should find the folder named `OpenOffice.org 3.x`. Move that to the **Trash** and then empty the **Trash**.

## Linux installation (RPM)

The following instructions apply to Linux systems which use the RPM Package Manager as the software management system.

Two ways are available for installation, the Java installer and the RPM installer. The Java installer is the recommended way, but choose the method that is available and most comfortable for you.

### Java installer

This is the recommended method of installing on Linux.

**Note:** The Java package of the software is required to use this installer.

#### Installation

1. To install the software for all users, `su` to become superuser.
2. Extract the package with the following command:  

```
tar -xvf Ooo_3.1.0_LinuxIntel_install_wJRE_en-US.tar.gz
```

**Note:** The example filename might differ from the file you have on your system.

3. `cd` to the folder that the tar command created.
4. To install the software for all users, type the following to become superuser:  

```
su -
```
5. Grant permission to open a graphical display for root, using the authority from your user account. This is necessary for security reasons on some systems, while on other systems adequate security is provided without this.  

```
XAUTHORITY=/home/{username}/.Xauthority; export XAUTHORITY  
DISPLAY=:0.0; export DISPLAY
```
6. Start the setup program and follow the instructions.  

```
./setup
```
7. If you `su` to install for all users, exit the superuser shell:  

```
exit
```

#### Removal

1. If the product was installed for all users, `su` to become superuser.  

```
su
```
2. `cd` to the `openoffice.org3` folder where the product is installed.
3. Start the setup program and follow the instructions.  

```
./setup
```
4. If you `su` to install for all users, exit the superuser shell:  

```
exit
```

## RPM installer

### Installation

1. Unpack the image into a directory. The following example will unpack the file into the current directory:

```
tar xvzf OOo_3.1.0_LinuxIntel_install_wJRE_en-US.tar.gz
```

**Note:** The filename might differ from the file you have on your system.

2. `su` to root, if necessary.
3. `cd` into the directory with the unpacked image.
4. `cd` into the directory `RPMS`.
5. Execute the following for a standard installation in `/opt`.

```
rpm -Uvh *.rpm
```

If you prefer to install in another directory, use:

```
rpm -Uvh --prefix <path>/ *.rpm
```

**Warning:** When installing in another directory, only do this for the base RPMs. Do not do this for the user interface RPMs in step 7, as these must go in their default locations for proper system integration.

**Note:** Upgrade the core first and then upgrade the user interface. Separating steps 5 and 7 ensures a good installation.

6. `cd` into the directory `desktop-integration`.
7. Execute the following for the menu rpm that applies to your system:

```
rpm -Uvh openoffice.org-<dist>-menus-<release>.noarch.rpm
```

Where `<dist>` can be one of the following:

Dist	Means
redhat	RedHat systems
freedesktop	Freedesktop systems
mandriva	Mandriva systems
suse	OpenSUSE or Novell SUSE Linux Enterprise

8. Install any language packs that are needed:

```
rpm -Uvh <name>.rpm
```

9. If you relocated OpenOffice.org, you need to run the following:

```
rpm -Uvh --prefix <path>/ <name>.rpm
```

Please read the man page for the `rpm` command that comes with your distribution and select the options that best apply to your situation.

Installing individual components is the same as above but only requires the specific module be installed. For example, install all core rpms and then install those for each module you wish, such as, `openoffice.org-impress-2.0.0-1.i586.rpm` to install only Impress. Other modules may also be necessary.

**Note:** You may substitute `-ihv` for `-Uvh` in any of the above commands to install without upgrading.

**Note:** If you have a system that does not have an up-to-date rpm or if rpm installation fails, try to use the `--nodeps` flag to install via rpm without having the dependent packages in the rpm database.

## **Removal**

1. Run the following command which saves what is installed on your system to the file `rmlist`.  

```
rpm -qa | grep openoffice > rmlist
```
2. The information saved to the file varies according to the release. Edit the file `rmlist` and remove the lines with the packages you do not wish to uninstall.
3. When it is time to remove a release, run:  

```
rpm -e 'cat rmlist'
```

## Debian installation

The following instructions apply to Linux systems which use the Debian Package Manager as the software management system.

If your distribution's version of OpenOffice.org is installed, it is recommended that you use the Package Manager (Synaptic) to uninstall it before installing a version from OpenOffice.org.

### Installing

The software is installed using the `dpkg -i` command.

1. Login as root or from the GUI, open a root terminal.
2. Type the following command, to install the software:  

```
dpkg -i --force-overwrite openoffice.org*.deb \  
desktop-integration/openoffice.org-debian-menus*.deb
```

If you already had an older version which you did not uninstall, `dpkg` will upgrade it rather than installing both versions at once.

3. Install any language packs needed for OpenOffice.org.

### Removing

To remove a package, use the following command:

```
dpkg -r openoffice.org
```

This will remove the `openoffice.org` package (`-r` is short for `--remove`).

**Note:** You enter `openoffice.org` when uninstalling, while the entire `.deb` filename is given at installation.

# Solaris installation

Two ways are available for installing OpenOffice.org on a Solaris x86 or SPARC system. The Java installer is the recommended way, but choose the method that is available and most comfortable to you.

## Java installer

### Installation

The Java installer provides a graphical interface and thus simplifies installation and uninstallation of the software. This is the recommended way of installing on Solaris.

**Note:** The Java package of the software is required to use this installer.

1. Unpack the image into a directory. For example, the following command will unpack into the current directory:

```
gunzip -c Ooo_3.1.0_Solaris*_install.tar.gz | tar -xf -
```

This creates a new subdirectory which includes the installation-files:

```
000310_m11_native_packed-2_en-US.9399
```

2. `cd` into this directory, and then into the `packages` subfolder. In this directory you will find the needed packages to install OpenOffice.org and a package for the desktop-integration in Gnome.
3. Run `su` to become the root user.
4. Start the installation:  

```
./setup
```

**Note:** In the following screens use the **Help** button to learn more about current page.

5. The welcome screen is displayed. Click **Next >**.
6. The license agreement is shown. If you accept the agreement, click **I Accept >**, otherwise click **Cancel**.
7. On the next screen, you choose whether you would like a *Standard Installation* or a *Customized Installation*.

A Standard Installation installs the most commonly used features, used by most users. The installer will select these features for you. It is recommended for most users.

A Customized Installation lets you select the features that you want installed. Use this feature if you are very familiar with the components that make up OpenOffice.org, and want that flexibility. It is recommended for power users and administrators.

Choose the type of installation that is right for you.

8. A screen with a summary of the installation is shown.  
 If anything is wrong, click **< Previous**, to go back and make the changes.  
 To start the installation, click **Install Now**.
9. When the installation has completed, a message about this is shown to you. Click on the **Details** button to see the details from the installation.  
 Click **Finish** when you are ready to close the installer.

## Removal

1. If the product was installed for all users, `su` to become superuser.  
`su`
2. `cd` to the `openoffice.org3` folder where the product is installed.
3. Start the setup program and follow the instructions.  
`./setup`
4. If you `su` to install for all users, exit the superuser shell:  
`exit`

## Software packages and pkgadd

### Installation

1. Unpack the image into a directory. For example, the following command will unpack into the current directory:  
`gunzip -c Oo*_Solaris*_install.tar.gz | tar -xf -`  
This creates a new subdirectory which includes the installation-files:  
`000310_m11_native_packed-2_en-US.9399`  
  
Use the `ls` command to find the name of the new directory.
2. `cd` into the `packages` subfolder. In this Directory you will find the needed packages to install OpenOffice.org and a package for the desktop-integration in Gnome.
3. Run `su` to become the root user.
4. If Gnome is not installed on your system, delete the subdirectory:  
`gnome-desktop-integration`
5. To permanently avoid recurring queries at the installation, you should produce an `admin` file with the following content:  
`action=nocheck`  
`conflict=quit`  
`idepend=nocheck`  
  
You can do this with the following commands:  
`echo action=nocheck >admin`  
`echo conflict=quit >>admin`  
`echo idepend=nocheck >>admin`
6. Install the packages with:  
`pkgadd -a admin -d . openofficeorg3*`
7. Install any language packs needed for the installation.

### Removal

To uninstall OpenOffice.org 3 from your Solaris system, run the following command:  
`pkgrm -a admin openofficeorg3*`

## First program startup

This chapter describes the first startup of OpenOffice.org on a Windows system. First startup on other operating systems is similar.

When you first run OpenOffice.org after successfully installing the program, you will be asked whether you want to register your copy.

1. Open the **Start Menu**, and click on **OpenOffice.org** or one of the programs. The Welcome to OpenOffice.org 3.x wizard opens. Click **Next** to continue.
2. On the User name page, type your name and initials in the boxes, or leave them blank. OpenOffice.org uses this information for several things, including document properties (created by and last edited by information) and the name of the author of notes and changes. You can change this information later from within the program.
3. Click **Next**. On the Online Update page, **Check for updates automatically** is selected. You can deselect it if you wish. Click **Next**.
4. On the **Registration** page, choose whether you want to register your copy of OpenOffice.org.

Registration is **completely optional** and is **not** required for you to use all the features of OpenOffice.org.

If you want to register or participate in our online survey, first make sure you are connected to the Internet, then choose **I want to register now**.

If you do not want to participate or are not connected to the Internet, you can choose **I want to register later** or **I do not want to register**.

5. Click **Finish**. OpenOffice.org opens. If you have chosen to register, the registration web page opens in your default web browser. You can choose to create a Sun online account, register using your existing account, or just scroll down the page and click on the large button labeled **Go to the OpenOffice.org survey now!**

You have now successfully installed and run OpenOffice.org. You can now refer to the on-line help **Help > OpenOffice.org Help** or connect to the Internet to obtain support from the [support.openoffice.org](http://support.openoffice.org) web site.



## Adding functionality with extensions

A wide range of additional functions can be added to OpenOffice.org by installing extensions. Some dictionary extensions (English, French, and Spanish) are provided with OpenOffice.org. Other dictionaries, and many other extensions, are available for download from the OpenOffice.org extension repository, <http://extensions.services.openoffice.org/>. Not all extensions are available for all operating systems.

Some extensions are free of charge. Others are fee based. Check the descriptions to see what licenses and fees apply to the ones that interest you.

To install an extension:

1. Download the extension and save it anywhere on your computer.
2. In OpenOffice.org, choose **Tools > Extension Manager** from the menu bar. In the Extension Manager dialog, click **Add**.
3. Find and select the extension you want to install and click **Open**. The extension begins installing. You may be asked to accept a license agreement.
4. When the installation is complete, the extension is listed in the Extension Manager dialog.

## Updating OpenOffice.org

During installation you could choose whether to have OpenOffice.org check automatically for updates to the program. You can also make or change this choice from within OpenOffice.org by choosing **Tools > Options > OpenOffice.org > Online Update**, and you can check for updates at any time by choosing **Help > Check for Updates**.

When OpenOffice.org checks for updates, it warns of updates to installed extensions (such as dictionaries) as well as to the program itself.