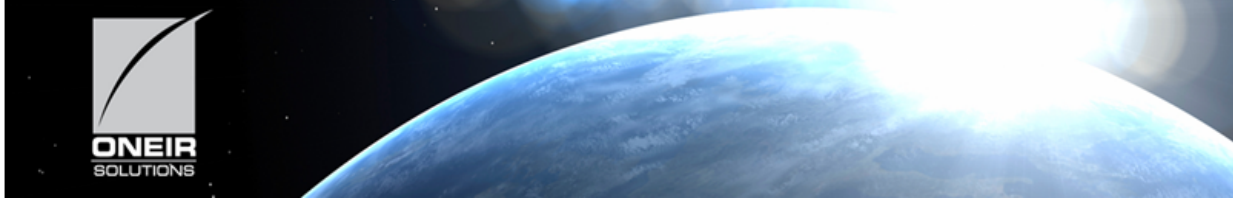


WatchFolder



Oneir WatchFolder

Last Edit: November 12th, 2025

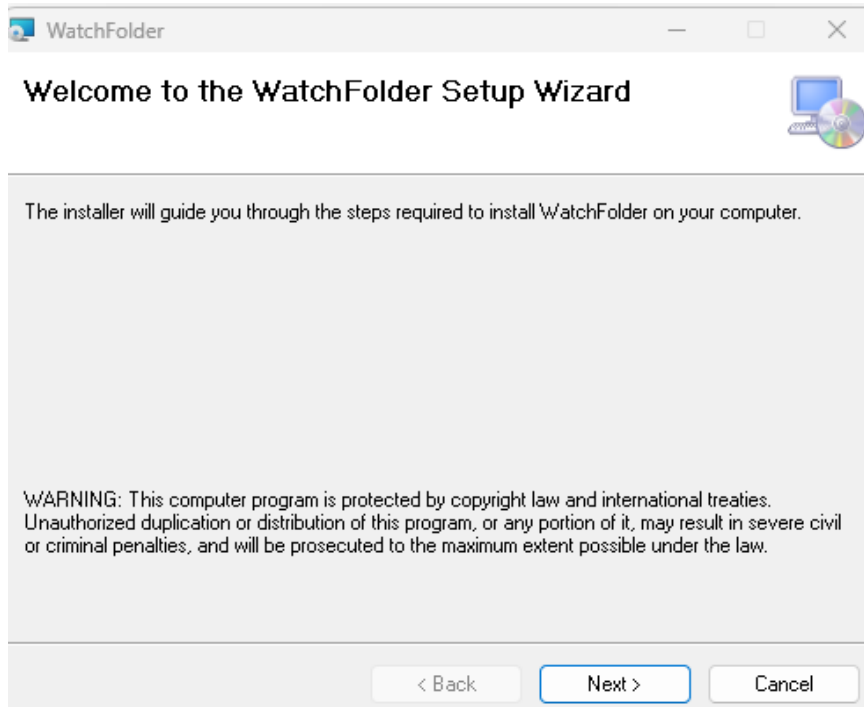
Installing WatchFolder

- 1) This version of WatchFolder has a minimum requirement Windows 10+. Contact support if you need a version of WatchFolder that works with previous versions of Windows.
- 2) If the setup files are downloaded from the website then navigate to where the files are saved.

If you received the setup files by email then copy / save the files (setup.xex, WatchFolder._msi) to your local drive.

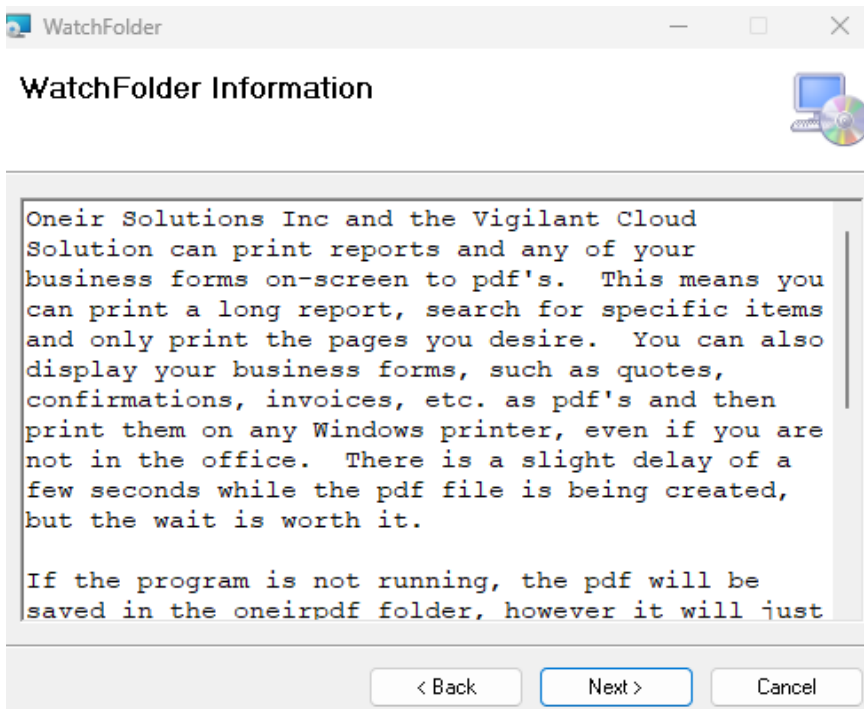
Rename the file to setup.xex to setup.exe. Rename WatchFolder.msi to WatchFolder.msi.

2) double click on setup.exe in Windows Explorer to run the setup program



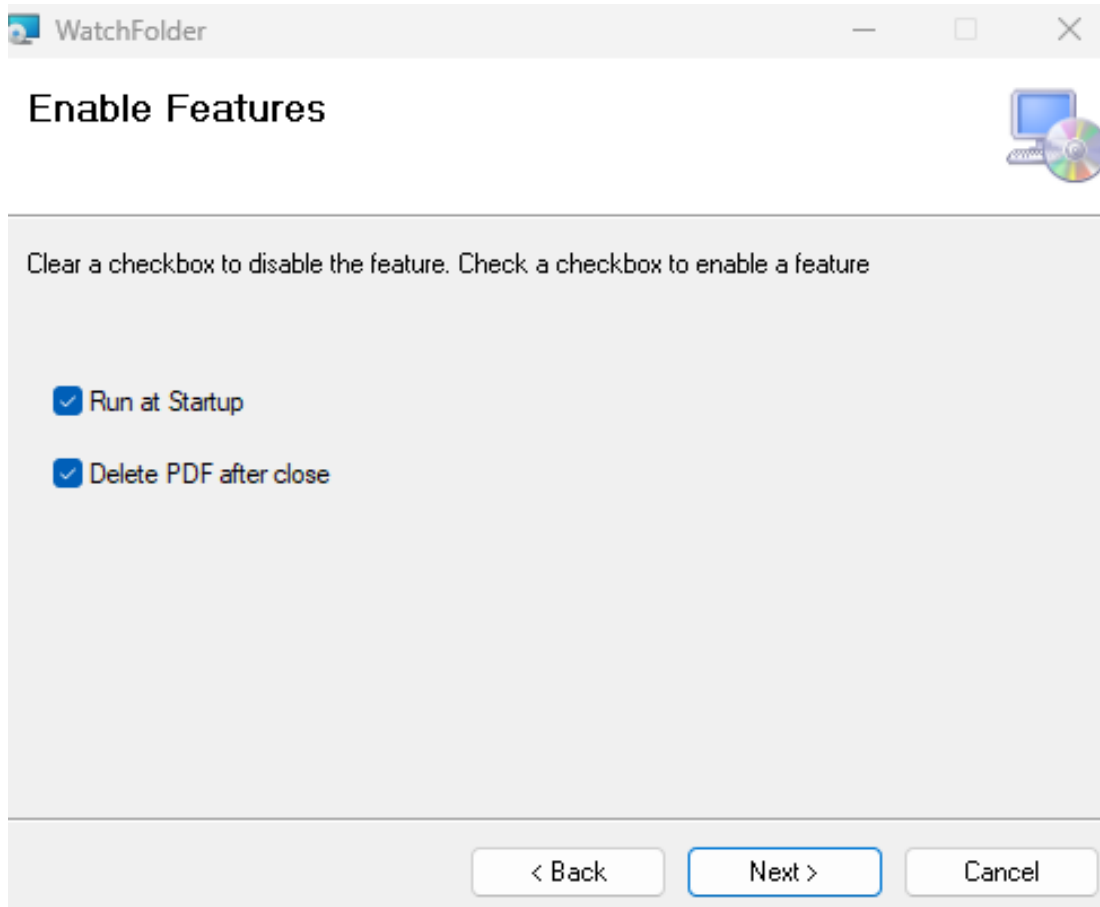
3) Welcome - click Next.

4) Watch Folder Information – read the information provided and click Next.



5) Enable Features - Check 'Run at Startup' to make WatchFolder run when the

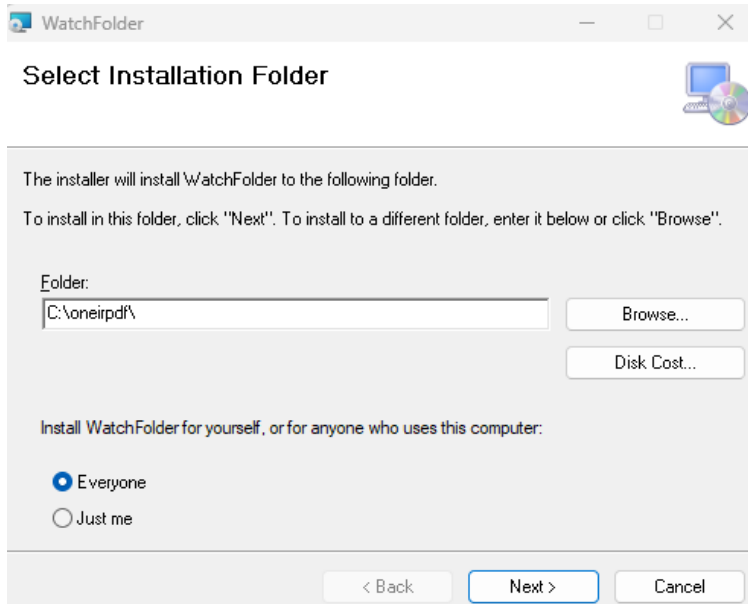
system starts. Uncheck if you want to manually start Watchfolder each time. Check the 'Delete PDF after Close" option if you want the PDFs to be automatically deleted when the Watchfolder is closed. Uncheck if you want the PDFs to remain even after the Watchfolder is closed.



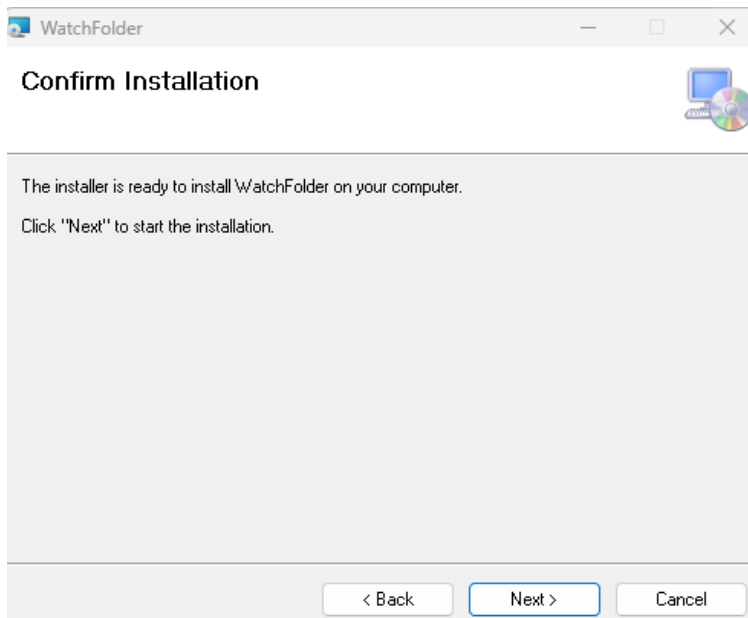
If you need to change these settings after install, then uninstall and reinstall WatchFolder and change the settings as required.

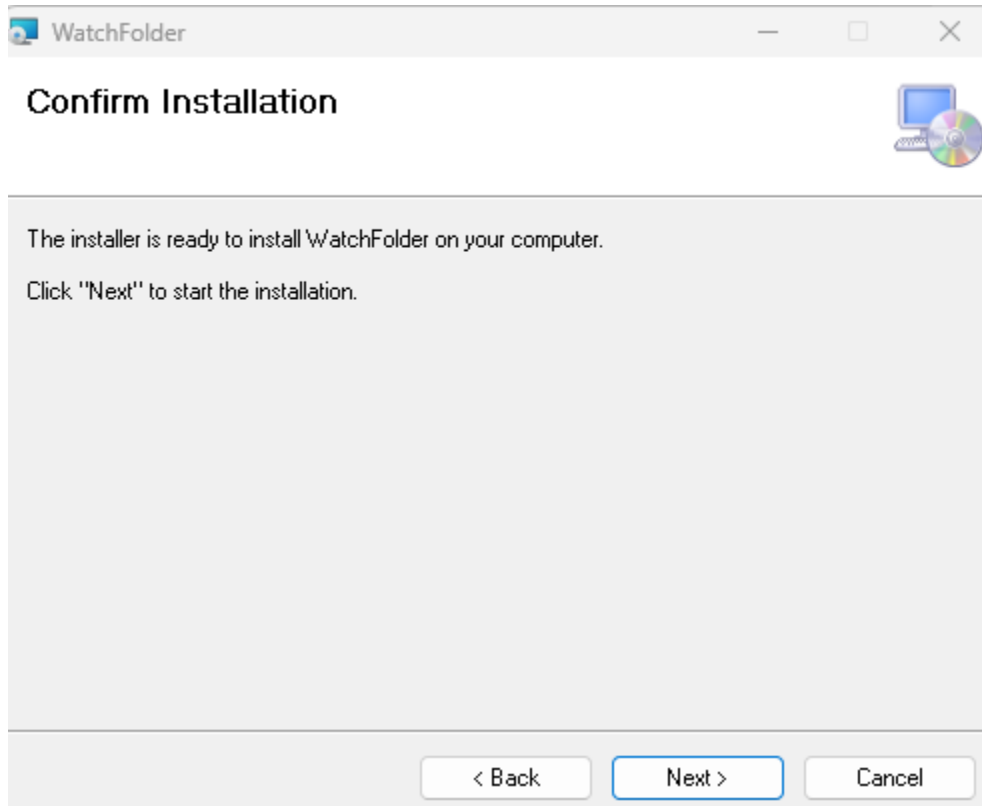
6) Select Installation Folder settings as are,

and click Next to continue.



7) Confirm installation, click Next

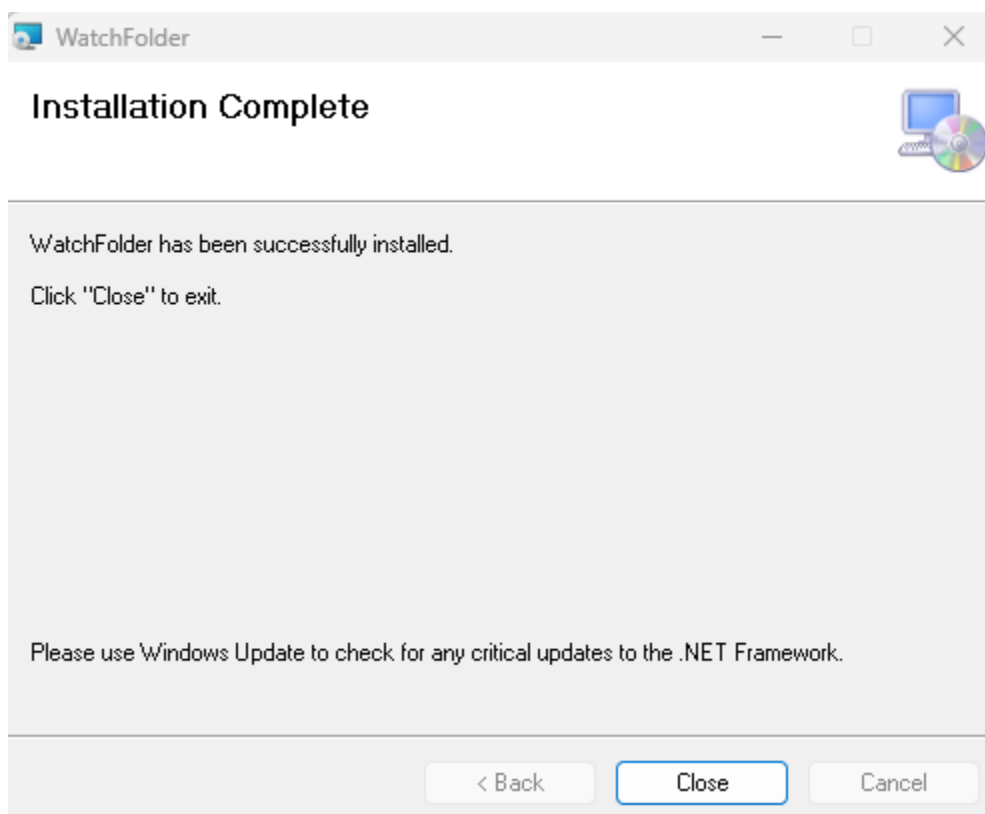




8) The wizard displays progress as the WatchFolder is installed. This may take a few minutes to complete.

If WatchFolder is running it will be closed by the setup program.

9) Installation Complete - click Close



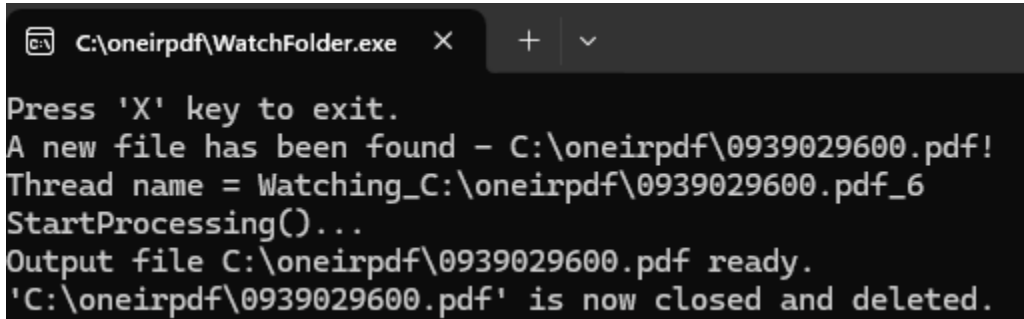
WatchFolder is now ready to use.

If WatchFolder does not start immediately,

double click the WatchFolder icon on the desktop to launch the program.

Running the WatchFolder Application

1) When WatchFolder is running, you will see a small shell window on your desktop.



```

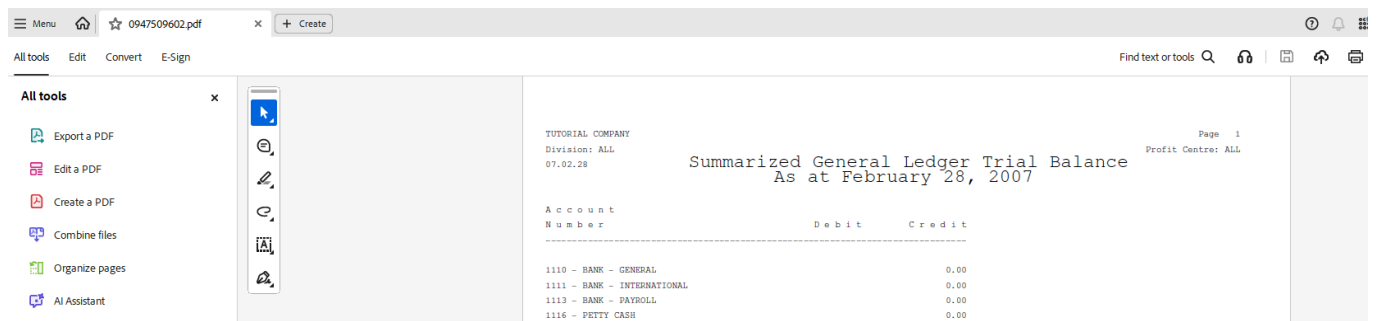
C:\oneirpdf\WatchFolder.exe
Press 'X' key to exit.
A new file has been found - C:\oneirpdf\0939029600.pdf!
Thread name = Watching_C:\oneirpdf\0939029600.pdf_6
StartProcessing()...
Output file C:\oneirpdf\0939029600.pdf ready.
'C:\oneirpdf\0939029600.pdf' is now closed and deleted.

```

2) Change your Printer Default to Display PDF file on screen as below.

Q. Email report
 R. Display PDF file on screen
 S. No change

3) Now with the WatchFolder running in the background, when you print any report or form, your default PDF viewer will automatically come up with the Oneir report/form loaded, so that you can print or search etc. as you normally would using Adobe PDF etc. as below.



Uninstalling WatchFolder

If you cannot find or do not have the setup program, run `install.cmd` as Administrator (see `C:\oneirpdf\tools\uninstall.cmd`). This may take a few minutes.

Otherwise, follow these instructions:

1) In windows explorer double click `setup.exe`. The program detects if WatchFolder has been previously installed. If so, you are presented with an option to 'Repair WatchFolder' or 'Remove WatchFolder'.

2) Check 'Remove WatchFolder' and click Finish

If WatchFolder is running it will be closed by the setup program.

3) The wizard displays progress as WatchFolder is uninstalled

4) Installation Complete - WatchFolder is uninstalled. Click Close.

