



This Quick Start Guide is intended to walk a VectorLock user with access to the Admin program through the process of protecting Esri shapefiles and then sharing them with an external organization. A VectorLock file (.VLF) and its associated license file (.VLL) are shared in packages; and the steps below will show you how to create this package for distribution.

Note: When creating bundles and packages of VectorLock files, naming conventions and file/folder management practices are extremely important. We recommend that you make the name of (1) each shapfile protected with VectorLock and (2) the folders that contain the bundles/packages as unique as possible. Further, we recommend that you create VectorLock files, bundles and packages in a location you plan to store them for future reference as with ArcGIS, file location matters when loading a VectorLock file.

When creating a package for distribution, you will need to obtain the Corporate Identity of the organization you are sharing data with. These directions can be shared with the organization needing to share their Corporate Identity with you.

Export a Corporate Identity File

1. Using the VectorLock License Manager Workflow program, click 'Go' next to Export an Identity File.
2. Check the box next to the hosts that are requesting a license for use of a package, then click 'Next.'
3. Choose a location to save the .VLI file.
4. Email the .VLI file to the organization you are sharing data with.

The next steps in this process are completed using the VectorLock Admin Workflow program by the organization that is sharing shapefiles.

Create a VectorLock Bundle from Shapefiles

1. Open the Admin Workflow program and click 'Go' next to Create a Bundle.
2. Click 'Add' and open the shapefile(s) you want to bundle.
3. Click 'Next' and browse for your output folder to save the bundle in.
4. Once the Bundle is created click 'Ok.'



License a VectorLock Bundle – i.e. Create a Package

1. Using the VectorLock Administrator Workflow, go to Create a Package.
2. Click 'Load,' find the appropriate .VLI file that was sent to you in the steps above and then click 'Next.'
3. On the Host information menu, you can (a) uncheck all the Host Names to create a floating license that can be used on any computer within the organization you are sharing data with; or (b) check the hosts that you want to have access to this package. Click 'Next.'
4. Create a license name and set the expiration date of the package you will create. You may choose to also create a username/password and/or add a grace period. Click 'Next.'
5. Click 'Add' and choose the folder(s) containing the bundle(s) for this package and click 'Next.'
6. Review that all the package and licensee information is correct and then click 'Next.'
7. Browse for a folder to save your package to and then click 'Ok.'

You have now created a package that is contained in a folder that can be shared with an external organization. Many VectorLock users will compress the package into a ZIP file and then email this file; you can also send via mail on DVD if you so choose. The directions below on opening the VectorLock file(s) contained in the package can be shared with the external organization.

Opening a VectorLock Package in ArcMap

1. Save the package of VectorLock files to the location desired on your computer.
2. Open ArcMap.
3. Toggle on the VectorLock toolbar by clicking the Puzzle icon once. It will take several seconds for the toolbar to toggle on the first time.
4. Once toggled on, click the Key icon to load a VectorLock file(s).
5. Browse to the location of the VectorLock files and click 'Ok.'
6. Enter the username/password (if required) and click 'Ok.'
7. You are ready to start working with a VectorLock file(s) now.