



S-Drive

Advanced Configuration Guide

v2.0

Important Note

This advanced configuration guide contains advanced information about S-Drive installation/configuration. Refer to the *S-Drive Installation Guide* for basic information about S-Drive installation and *S-Drive User Guide* for more information about using S-Drive product and S-Drive API calls.



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A. Configuring S-Drive Attachments for All Standard/Custom Objects

S-Drive Attachments can be used for uploading standard and/or custom object files without any restriction. You need to create objects and configure several settings manually to use these features.

Note that Account, Case, Contact and Opportunity standard object files and override pages are bundled with the S-Drive installation. If you'll use S-Drive attachments for these standard objects as override, you can use bundled objects and/or pages where appropriate.

In this guide we will show you how to create a **custom object**, a **custom object file** and a **custom object page**.

1. Creating Custom Objects

You can use S-Drive Attachments feature on an existing standard/custom object or you can create a custom object from scratch. We have put together the instructions to create objects here for your convenience. *Having a standard/custom object or creating a custom object is mandatory to use the S-Drive Attachments feature.*

If you already have a custom object or you are planning to attach your files to a standard object, you can skip this section.

1. Go to **Setup -> App Setup -> Create -> Objects**. And click **New Custom Object** button (Figure 1).

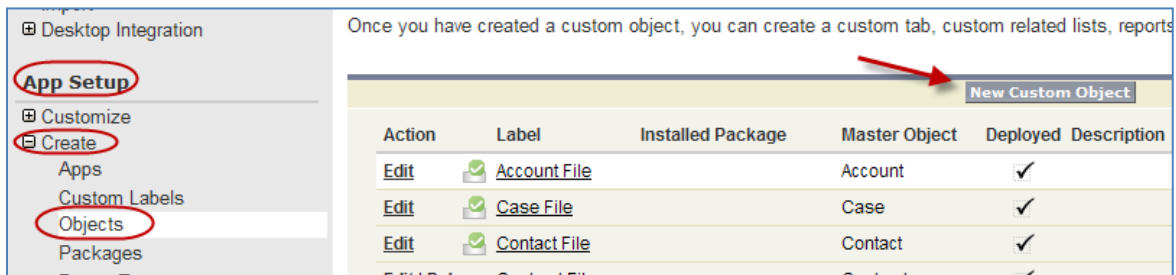


Figure 1

2. Fill in the required fields to create a new custom object. Then click **"Save"** button.

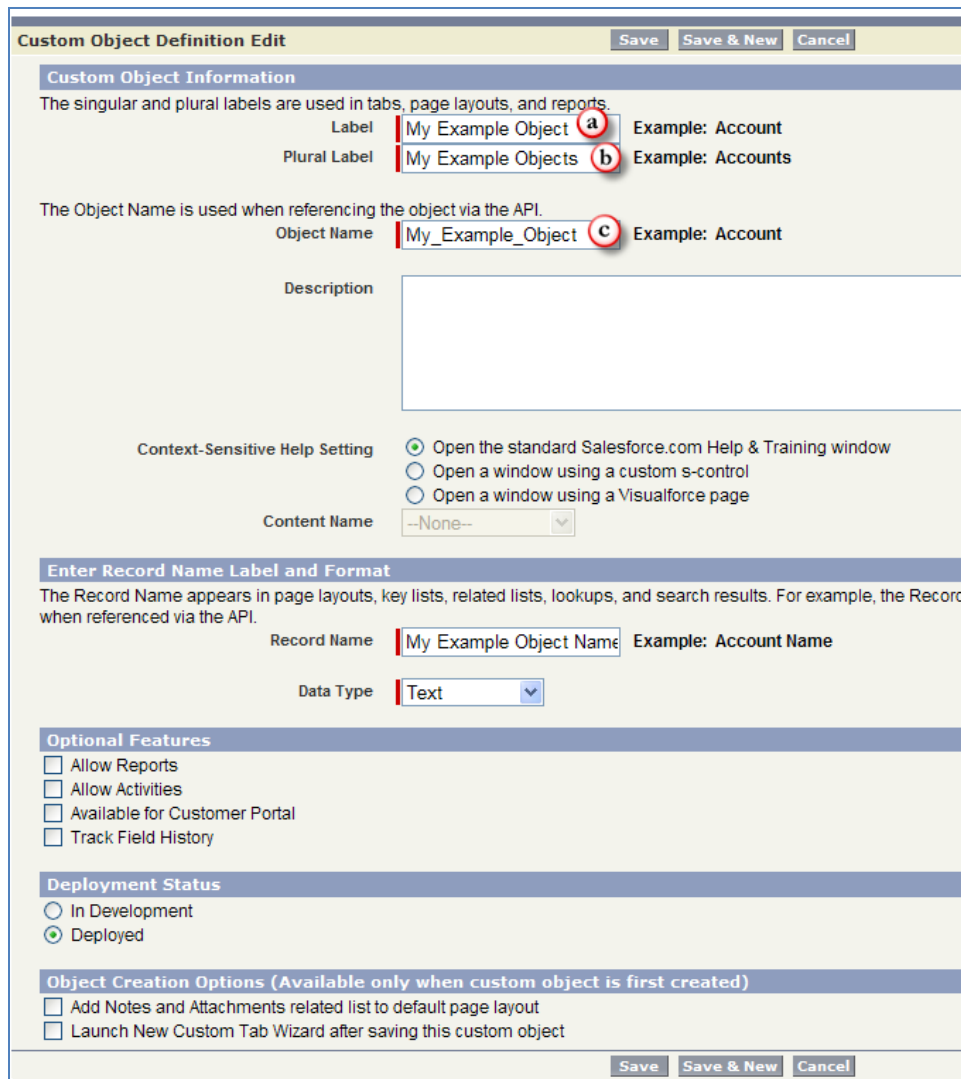


Figure 2

You will need to type in the **Label** (Figure 2-a) and **Plural Label** (Figure 2-b) fields. Then the **Object Name** (Figure 2-c) field is auto-populated by the system. For example, we give our object "My Example Object" label and "My Example Objects" plural label. The system automatically populated the object name field with "My_Example_Object" value.

Please, pay attention to the "Deployment Status" of your object during creation. It needs to be set as "**Deployed**" to prevent any future issues.

Important Note: If you want to track emails sent to your contacts in Activity History of the object, you will need to check "**Allow Activities**" option from "Optional Features" section of the standard/custom object edit screen. Additionally, "**Activity History**" section should be added to the page layout to be able to see these email activity entries.

2. Creating Custom Object Files

For Accounts, Cases, Contacts and Opportunities objects, custom object files have already been provided as part of the S-Drive package. You can skip "Creating Custom Object Files" section for these four standard objects and go to 4: Creating Custom Object File Pages.

Second step is to create custom object files. In this step, we are creating the object and fields required by S-Drive to store Amazon S3 file information. Give a meaningful name to your "custom object files" object. For example, if you have a "My Example Object" object, this custom object file's name should be "My Example Object File". Let's create this custom object file and its fields step by step:

1. Go to **Setup -> App Setup -> Create -> Objects**. And click **New Custom Object** button (Figure 3).

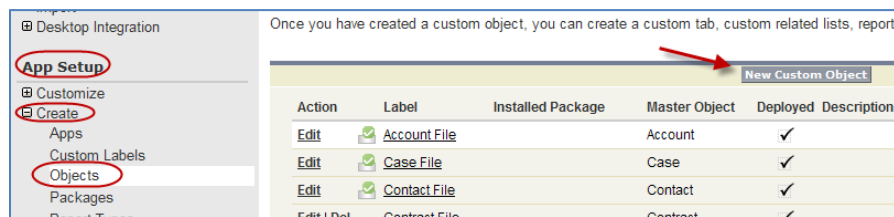


Figure 3

2. Fill in the required fields to create a new custom object. Then click **"Save"** button (Figure 4).

In Figure 4-a, you need to type your custom object file label. We strongly suggest you to use a meaningful name related to your custom object name. For example, if your custom object name is "My Example Object", type "My Example Object File" into this field.

In Figure 4-b, you need to type in the plural label. If you have typed "My Example Object File" for the label, you can type in "My Example Object Files" for the plural label.

Figure 4-c is filled automatically by the system. Normally it converts spaces in your label name to underscores and copies it into this field. For this example, the auto-populated value is "My_Example_Object_File".

Figure 4-d contains record name label and format information. Append "Number" to your label name and type it here. For our example, it will be "My Example Object File Number". Select "Auto Number" as Data Type. Type in "A-{0000}" for *Display Format* and "1" for *Starting Number*.

Check if the **Deployment Status** is set to **"Deployed"** and other fields are as shown in Figure 4. Then click "Save" button to create the custom object file.

Custom Object Definition Edit [Save] [Save & New] [Cancel]

Custom Object Information
The singular and plural labels are used in tabs, page layouts, and reports.

(a) Label: My Example Object File Example: Account
(b) Plural Label: My Example Object Files Example: Accounts

The Object Name is used when referencing the object via the API.
(c) Object Name: My_Example_Object_File Example: Account

Description: [Text Area]

Context-Sensitive Help Setting: ☒ Open the standard Salesforce.com Help & Training window
☐ Open a window using a custom s-control
☐ Open a window using a Visualforce page

Content Name: --None--

Enter Record Name Label and Format
The Record Name appears in page layouts, key lists, related lists, lookups, and search results. For example, the Record Name for when referenced via the API.

(d) Record Name: Example Object File Number Example: Account Name
Data Type: Auto Number
Display Format: A-0000 Example: A-0000 [What Is This?](#)
Starting Number: 1

Optional Features
☐ Allow Reports
☐ Allow Activities
☐ Available for Customer Portal
☐ Track Field History

Deployment Status
☐ In Development
☒ Deployed

Object Creation Options (Available only when custom object is first created)
☐ Add Notes and Attachments related list to default page layout
☐ Launch New Custom Tab Wizard after saving this custom object

[Save] [Save & New] [Cancel]

Figure 4

- After creating the custom object file, we need to create custom fields for this custom object.

If you have clicked the Save button, you'll see "Custom Object Definition Detail" screen. Towards the middle of this screen, you should see a page block titled **"Custom Fields & Relationships"** (Figure 5). You can access this "Custom Object Definition Detail" screen any time by visiting **Setup -> App Setup -> Create -> Objects** and clicking the label of your custom object file. Click **"New"** button to start creating "custom fields and relationships". We need to create several fields and a relationship for this object. Please create these fields and relationship carefully by paying attention to the instructions provided here.


Custom Fields & Relationships [New] [Field Dependencies]

No custom fields defined

Figure 5

a) Content Type

1. Click **"New"** button as shown in Figure 5.
2. Select **Text** from *"Step 1. Choose the field type"* screen (Figure 6-a) and click **Next** button.



Step 1. Choose the field type

Specify the type of information that the custom field will contain.

Data Type	Description
<input checked="" type="radio"/> None Selected	Select one of the data types below.
<input type="radio"/> Auto Number	A system-generated sequence number.
<input type="radio"/> Formula	A read-only field that derives its value from a formula.
<input type="radio"/> Roll-Up Summary	A read-only field that displays the sum of values from a related list.
<input type="radio"/> Lookup Relationship	Creates a relationship that links this object to another object.
<input type="radio"/> Master-Detail Relationship	Creates a special type of parent-child relationship. <ul style="list-style-type: none"> The relationship field is required on the master object. Once the value of the relationship is set, it cannot be changed. The ownership and sharing of a detail record is determined by the master record. When a user deletes the master record, the detail records are also deleted. You can create rollup summary fields on the master object.
<input type="radio"/> Checkbox	Allows users to select a True (checked) or False (unchecked) value.
<input type="radio"/> Currency	Allows users to enter a dollar or other currency value.
<input type="radio"/> Date	Allows users to enter a date or pick a date from a calendar.
<input type="radio"/> Date/Time	Allows users to enter a date and time.
<input type="radio"/> Email	Allows users to enter an email address. You can create a workflow rule to send an email to that address.
<input type="radio"/> Number	Allows users to enter any number. Let users know if you want a whole number or a decimal.
<input type="radio"/> Percent	Allows users to enter a percentage number.
<input type="radio"/> Phone	Allows users to enter any phone number.
<input type="radio"/> Picklist	Allows users to select a value from a list of values.
<input type="radio"/> Picklist (Multi-Select)	Allows users to select multiple values from a list of values.
<input type="radio"/> Text	Allows users to enter any combination of letters, numbers, and symbols.
<input type="radio"/> Text Area	Allows users to enter up to 255 characters.
<input type="radio"/> Text Area (Long)	Allows users to enter up to 32000 characters.
<input type="radio"/> URL	Allows users to enter any valid web address.

Figure 6

3. In *"Step 2. Enter the details"* screen, type "Content Type" for the Field Label (Figure 7-a). Type "255" for the Length (Figure 7-b). Type "Content_Type" for the Field Name (Figure 7-c). Do not change other fields on this screen; keep them as shown in Figure 7. Click **Next** button.

Step 2. Enter the details

Field Label: a ⓘ

Length: b

Field Name: c ⓘ

Description:

Help Text: ⓘ

Required: ☐ Always require a value in this field in order to save a record

Unique: ☐ Do not allow duplicate values

☐ Treat "ABC" and "abc" as duplicate values (case insensitive)
☐ Treat "ABC" and "abc" as different values (case sensitive)

External ID: ☐ Set this field as the unique record identifier from an external system

Default Value: [Show Formula Editor](#)

Use formula syntax: e.g., Text in double quotes: "hello", Number: 25, Percent as decimal: 0.10, Date expression: Today() + 7

Figure 7

4. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and "Read-Only" options should be unchecked. (Figure 8) Click **Next** button.

Step 3. Establish field-level security

Field-Level Security for Profile	<input checked="" type="checkbox"/> Visible	<input type="checkbox"/> Read-Only
Cloned Standard	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contract Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Custom: Marketing Profile	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Custom: Sales Profile	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Custom: Support Profile	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marketing User	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Partner User	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Read Only	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Solution Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard Platform User	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard User	<input checked="" type="checkbox"/>	<input type="checkbox"/>
System Administrator	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Figure 8

5. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

Step 4. Add to page layouts

Select the page layouts that should include this field. The field will be added as the last field in the

→ To change the location of this field on the page, you will need to customize the page layout.

☒ Add Field Page Layout Name

☒ My Example Object File Layout

When finished, click Save & New to create more custom fields, or click Save if you are done.

Figure 9

b) Description

1. Select **Text Area (Long)** from "Step 1. Choose the field type" screen (Figure 6-b) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Description" for the Field Label (Figure 10-a). Type "Description" for the Field Name (Figure 10-b). Do not change other fields on this screen; keep them as shown in Figure 10. Click **Next** button.

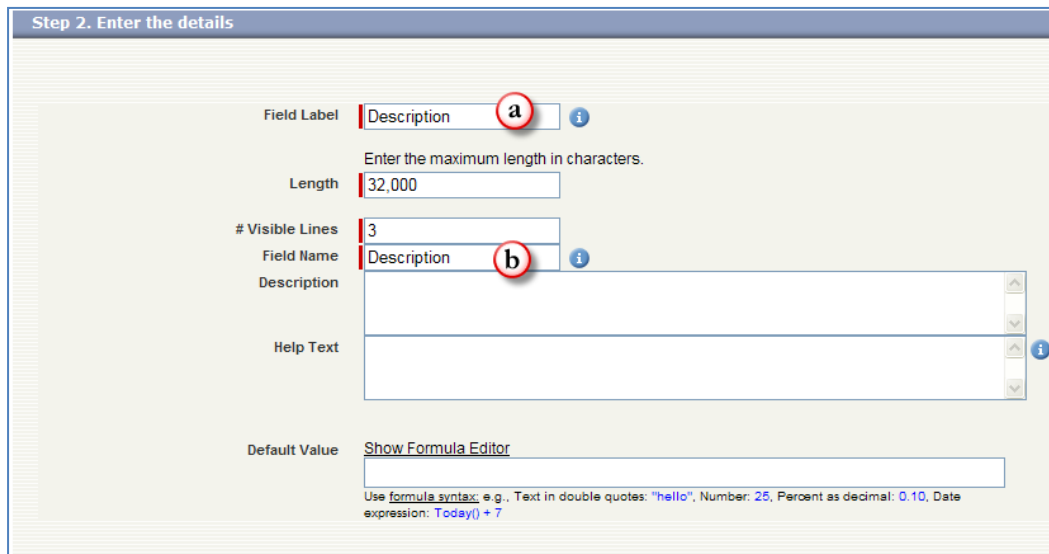


Figure 10

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked (Figure 8). Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

c) File Name

1. Select **Text** from "Step 1. Choose the field type" screen (Figure 6-a) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "File Name" for the Field Label (Figure 11-a). Type "255" for the Length (Figure 11-b). Type "File_Name" for the Field Name (Figure 11-c). Do not change other fields on this screen; keep them as shown in Figure 11. Click **Next** button.

Step 2. Enter the details

Field Label: a ⓘ

Please enter the maximum length for a text field below.

Length: b

Field Name: c ⓘ

Description:

Help Text: ⓘ

Required: ☐ Always require a value in this field in order to save a record

Unique: ☐ Do not allow duplicate values

☒ Treat "ABC" and "abc" as duplicate values (case insensitive)
☐ Treat "ABC" and "abc" as different values (case sensitive)

External ID: ☐ Set this field as the unique record identifier from an external system

Default Value: [Show Formula Editor](#)

Use formula syntax: e.g., Text in double quotes: "hello"; Number: 25; Percent as decimal: 0.10; Date expression: Today() + 7

Figure 11

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8)
- 8) Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

d) File Size in Bytes

1. Select **Number** from the "Step 1. Choose the field type" screen (Figure 6-c) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "File Size in Bytes" for the Field Label (Figure 12-a). Type "File_Size_in_Bytes" for the Field Name (Figure 12-b). Do not change other fields on this screen; keep them as shown in Figure 12. Click **Next** button.

Step 2. Enter the details

Field Label: a ⓘ

Please enter the length of the number and the number of decimal places. For example, a number with a length of 8 and 2 decimal places

Length: ⓘ

Decimal Places: ⓘ

Field Name: b ⓘ

Description:

Help Text: ⓘ

Required: ☐ Always require a value in this field in order to save a record

Unique: ☐ Do not allow duplicate values

External ID: ☐ Set this field as the unique record identifier from an external system

Default Value: [Show Formula Editor](#)

Use formula syntax: e.g., Text in double quotes: "hello"; Number: 25; Percent as decimal: 0.10; Date expression: Today() + 7

Figure 12

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

e) File Size

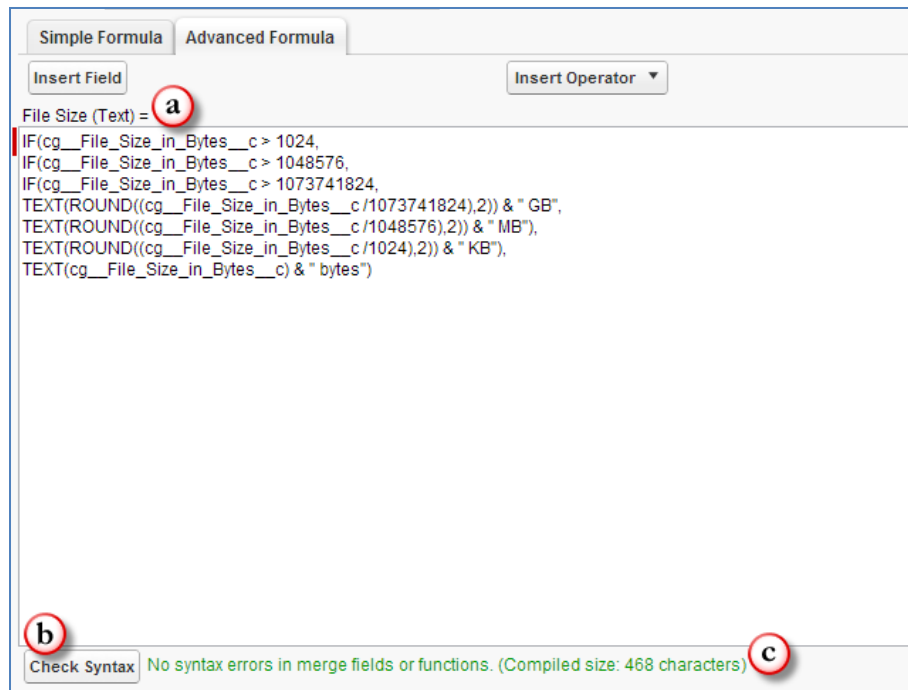
1. Select **Formula** from the "Step 1. Choose the field type" screen (Figure 6-d) and click **Next** button.
2. In Step 2. Enter the details screen, type "File Size" for the Field Label (Figure 13Figure 12-a). Type "File_Size" for the Field Name (Figure 13Figure 12-b). Select "Text" for the Formula Return Type (Figure 13-c). Do not change other fields on this screen; keep them as shown in Figure 13. Click **Next** button.

Figure 13

3. In "Step 3. Enter formula" screen, type the following code into the "Simple Formula" section as shown in Figure 14-a:

```
IF(File_Size_in_Bytes__c > 1024,
IF(File_Size_in_Bytes__c > 1048576,
IF(File_Size_in_Bytes__c > 1073741824,
TEXT(ROUND((File_Size_in_Bytes__c /1073741824),2)) & " GB",
TEXT(ROUND((File_Size_in_Bytes__c /1048576),2)) & " MB"),
TEXT(ROUND((File_Size_in_Bytes__c /1024),2)) & " KB"),
TEXT(File_Size_in_Bytes__c) & " bytes")
```

4. Click "Check Syntax" button (Figure 14-b) to see if you have correctly typed the formula. If you have correctly typed the formula, you'll see "No syntax errors in merge fields or functions. (Compiled size: 468 characters)" message next to the "Check Syntax" button (Figure 14-c). If you have any errors, correct them and then click **Next** button to continue.



Simple Formula Advanced Formula

Insert Field Insert Operator ▼

File Size (Text) = **a**

```
IF(cg__File_Size_in_Bytes__c > 1024,
IF(cg__File_Size_in_Bytes__c > 1048576,
IF(cg__File_Size_in_Bytes__c > 1073741824,
TEXT(ROUND((cg__File_Size_in_Bytes__c / 1073741824), 2)) & " GB",
TEXT(ROUND((cg__File_Size_in_Bytes__c / 1048576), 2)) & " MB",
TEXT(ROUND((cg__File_Size_in_Bytes__c / 1024), 2)) & " KB",
TEXT(cg__File_Size_in_Bytes__c) & " bytes")

```

b Check Syntax No syntax errors in merge fields or functions. (Compiled size: 468 characters) **c**

Figure 14

5. Don't change anything in "Step 4. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
6. In "Step 5. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

f) Parent

1. Select **Master-Detail Relationship** from "Step 1. Choose the field type" screen (Figure 6-e) and click **Next** button.
2. In "Step 2. Choose the related object" screen, select "My Example Object" from the Related To list (Figure 15). This configuration is relating two objects: My Example Object File and My Example Object. If you are relating your files object with an existing custom object or a standard object, you can select the appropriate object from the list. Click **Next** button.

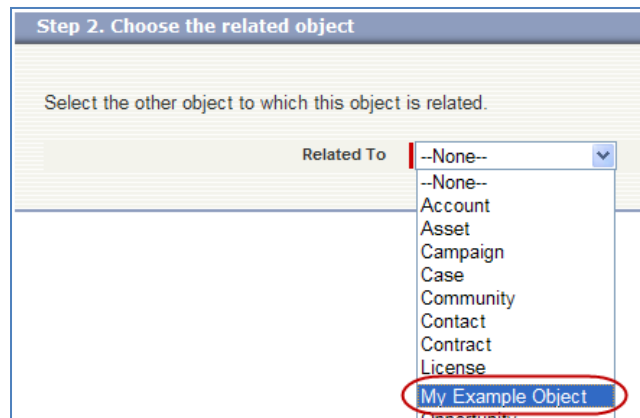


Figure 15

3. In "Step 3. Enter the label and name for lookup field" screen, type "Parent" for the Field Label (Figure 16-a). Type "Parent" for the Field Name (Figure 16-b). Select "Read/Write" for the Sharing Setting (Figure 16-c). Do not change other fields on this screen; keep them as shown in Figure 16. Click **Next** button.

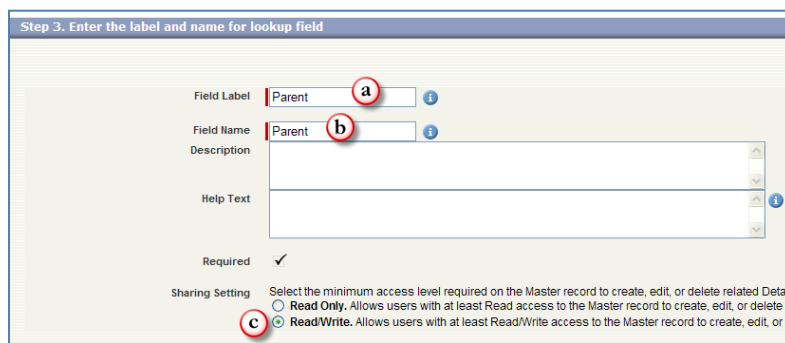


Figure 16

4. Don't change anything in "Step 4. Establish field-level security for reference field" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
5. In "Step 5. Add reference fields to page layouts" screen, check all checkboxes and click **Next** button (Figure 9).
6. In "Step 6. Add custom related lists" screen, check all checkboxes and click **Save & New** button to start creating other fields.

g) Parent Folder Id

1. Select **Text** from "Step 1. Choose the field type" screen (Figure 6-a) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Parent Folder Id" for the Field Label (Figure 17-a). Type "255" for the Length (Figure 17-b). Type "Parent_Folder_Id" for the Field

Name (Figure 17-c). Do not change other fields on this screen; keep them as shown in Figure 17. Click **Next** button.

Figure 17

- Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
- In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

h) WIP

- Select **Checkbox** from "Step 1. Choose the field type" screen (Figure 6-f) and click **Next** button.
- In "Step 2. Enter the details" screen, type "WIP" for the Field Label (Figure 18-a). Select "Checked" for the Default Value (Figure 18-b). Type "WIP" for the Field Name (Figure 18-c). Do not change other fields on this screen; keep them as shown in Figure 18. Click **Next** button.

Figure 18

- Don't change anything in "Step 4. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
- In "Step 5. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

i) Key

1. Select **Text** from "Step 1. Choose the field type" screen (Figure 6-a) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Key" for the Field Label (Figure 19-a). Type "255" for the Length (Figure 19-b). Type "Key" for the Field Name (Figure 19-c). Do not change other fields on this screen; keep them as shown in Figure 19. Click **Next** button.

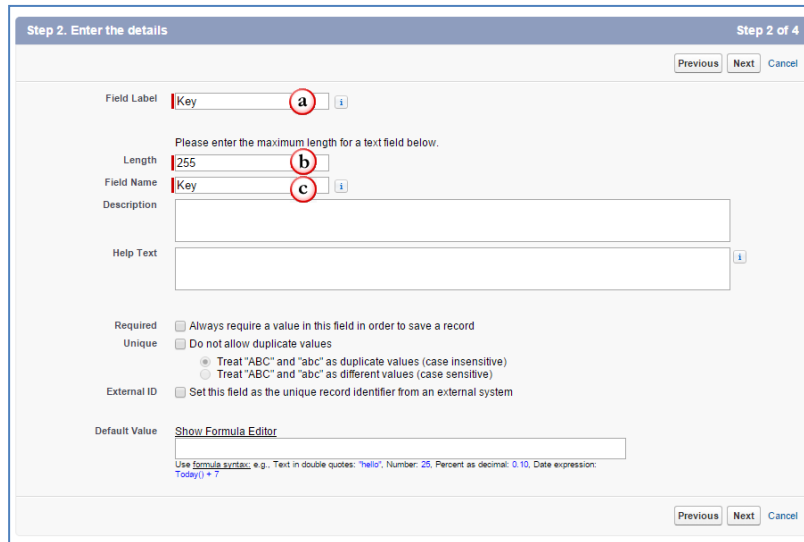
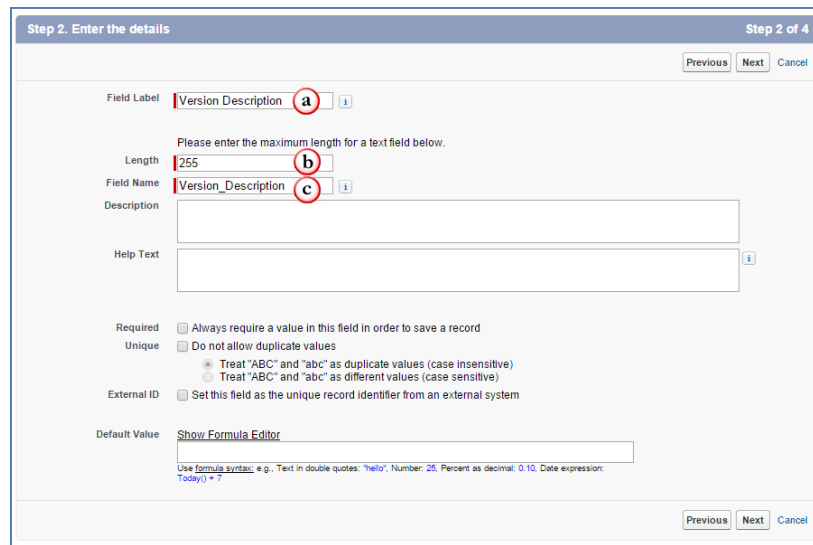


Figure 19

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles **"Visible"** option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

j) Version Description

1. Select **Text** from "Step 1. Choose the field type" screen (Figure 6-a) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Version Description" for the Field Label (Figure 20-a). Type "255" for the Length (Figure 20-b). Type "Version_Description" for the Field Name (Figure 20-c). Do not change other fields on this screen; keep them as shown in Figure 20. Click **Next** button.



Step 2. Enter the details Step 2 of 4

Previous Next Cancel

Field Label a

Please enter the maximum length for a text field below.

Length b

Field Name c

Description

Help Text

Required ☐ Always require a value in this field in order to save a record

Unique ☐ Do not allow duplicate values

☒ Treat "ABC" and "abc" as duplicate values (case insensitive)
☐ Treat "ABC" and "abc" as different values (case sensitive)

External ID ☐ Set this field as the unique record identifier from an external system

Default Value [Show Formula Editor](#)

Use formula syntax: e.g., Text in double quotes: "hello"; Number: 25; Percent as decimal: 0.10; Date expression: Today() + 7

Previous Next Cancel

Figure 20

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

k) Version Id

1. Select **Text** from "Step 1. Choose the field type" screen (Figure 6-a) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Version Id" for the Field Label (Figure 21-a). Type "255" for the Length (Figure 21-b). Type "Version_Id" for the Field Name (Figure 21-c). Do not change other fields on this screen; keep them as shown in Figure 21. Click **Next** button.

Figure 21

3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "Visible" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

I) Is Latest Version

1. Select **Checkbox** from "Step 1. Choose the field type" screen (Figure 6-f) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Is Latest Version" for the Field Label (Figure 22-a). Select "Checked" for the Default Value (Figure 22-b). Type "Is_Latest_Version" for the Field Name (Figure 22-c). Do not change other fields on this screen; keep them as shown in Figure 22. Click **Next** button.

Figure 22

3. Don't change anything in "*Step 3. Establish field-level security*" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "*Step 4. Add to page layouts*" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).

m) Preview Key

1. Select **Text** from "*Step 1. Choose the field type*" screen and click **Next** button.
2. In "*Step 2. Enter the details*" screen, type "Preview Key" for the Field Label. Type "255" for the Length. Type "Preview_Key" for the Field Name. Do not change other fields on this screen. Click **Next** button.
3. Don't change anything in "*Step 3. Establish field-level security*" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. Click **Next** button.
4. In "*Step 4. Add to page layouts*" screen check all checkboxes and click **Save & New** button to start creating other fields.

n) Thumbnail Key

1. Select **Text** from "*Step 1. Choose the field type*" screen and click **Next** button.
2. In "*Step 2. Enter the details*" screen, type "Thumbnail Key" for the Field Label. Type "255" for the Length. Type "Thumbnail_Key" for the Field Name. Do not change other fields on this screen. Click **Next** button.
3. Don't change anything in "*Step 3. Establish field-level security*" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. Click **Next** button.
4. In "*Step 4. Add to page layouts*" screen check all checkboxes and click **Save & New** button to start creating other fields.

o) Preview Version Id

1. Select **Text** from "*Step 1. Choose the field type*" screen and click **Next** button.
2. In "*Step 2. Enter the details*" screen, type " Preview Version Id " for the Field Label. Type "255" for the Length. Type "Preview_Version_Id" for the Field Name. Do not change other fields on this screen. Click **Next** button.
3. Don't change anything in "*Step 3. Establish field-level security*" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. Click **Next** button.
4. In "*Step 4. Add to page layouts*" screen check all checkboxes and click **Save & New** button to start creating other fields.

p) Thumbnail Version Id

1. Select **Text** from "Step 1. Choose the field type" screen and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Thumbnail Version Id" for the Field Label. Type "255" for the Length. Type "Thumbnail_Version_Id" for the Field Name. Do not change other fields on this screen. Click **Next** button.
3. Don't change anything in "Step 3. Establish field-level security" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. Click **Next** button.
4. In "Step 4. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields.

q) Private (Optional)

You need to create this field only if you are planning to use **privateEnabled** component property in AttachmentComponent. See "Creating Custom Object Files Page" section for more information about usage/setting of this property.

1. Select **Checkbox** from "Step 1. Choose the field type" screen (Figure 6-f) and click **Next** button.
2. In "Step 2. Enter the details" screen, type "Private" for the Field Label. Select "Unchecked" for the Default Value. Type "Private" for the Field Name. Do not change other fields on this screen. Click **Next** button.
3. Don't change anything in "Step 4. Establish field-level security" screen. For all profiles "**Visible**" option should be checked and Read-Only option should be unchecked. (Figure 8) Click **Next** button.
4. In "Step 5. Add to page layouts" screen check all checkboxes and click **Save & New** button to start creating other fields (Figure 9).



Notes

1. Custom Object File name (e.g. cg__My_Example_Object_File__c) must have 35 or less characters (including namespace prefix) because of Custom Settings limitation of Salesforce.com. Otherwise you won't be able to select 'fields to display' for this custom object from S-Drive Configuration screen.
2. Since S-Drive 1.17, you can add other types of custom fields to the custom object file. You can manage their visibility from "S-Drive Configuration" tab.
3. Multiline text area fields are displayed as single line text box field in upload screen. You can modify multiline text by clicking the "Edit" link in object's page after uploading the file.
4. Checkbox fields can't display default values that you set when creating the custom field.

3. (Optional) Creating Before Delete Trigger for Custom Object

For Accounts, Cases, Contacts and Opportunities objects, these triggers have already been provided as part of the S-Drive package. You can skip "Creating Before Delete Trigger for Custom Object" section for these four standard objects and go to step 4: Creating Custom Object File Pages.

We have completed creating our custom object and custom object file. In this step we'll create a before delete trigger for our custom object. This trigger is used to prevent deletion of the object if it has custom object files in it. This step is an optional step, but we strongly recommend creating this trigger. The following steps will explain the creation of the trigger:

1. Go to **Setup -> App Setup -> Create -> Objects** and click the label of your custom object (Figure 23). (To create triggers on standard objects, go to **Setup -> App Setup -> Customize -> Standard Object Name** (e.g. Solutions) -> **Triggers**.)

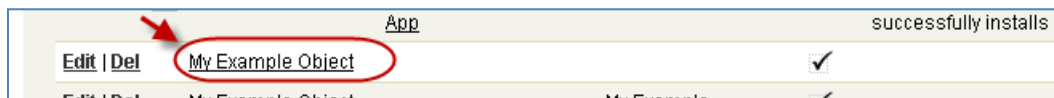


Figure 23

2. Find "Triggers" page block in the opening page. Click **New** button to create a new trigger. (Figure 24).

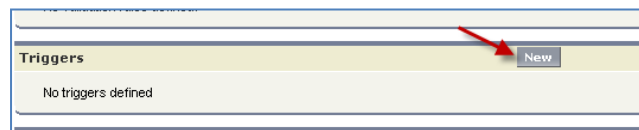


Figure 24

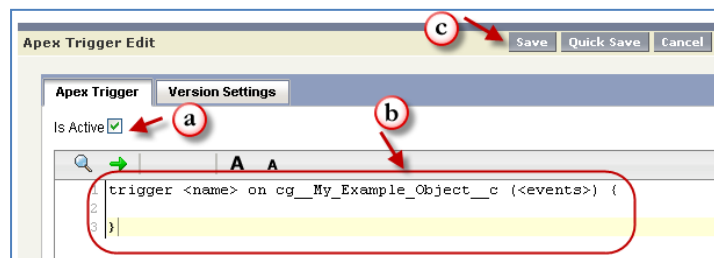


Figure 25

3. Make sure "**Is Active**" is checked in the "Apex Trigger Edit" screen (Figure 25-a). Type the trigger codes defined below, inside the code block (Figure 25-b). Make sure you changed the bold sections with your object name, object file name and namespace prefix. For our example object *YourObjectName* will be "My_Example_Object", *YourObjectNameContainingNamespacePrefix* will be "cg__My_Example_Object__c", *NamespacePrefix* will be "cg__" and *YourObjectFileNameContainingNamespacePrefix* will be "cg__My_Example_Object_File__c" (Figure 26). Click **Save** button to create the trigger (Figure 25-c).

```

1 trigger My_Example_ObjectBeforeDelete on cg_My_Example_Object__c (before delete)
2 {
3     List<Id> ids = new List<Id>();
4
5     for(cg_My_Example_Object__c obj : Trigger.old)
6     {
7         ids.add(obj.Id);
8     }
9
10    Integer tempCount =
11    [Select count() from cg_My_Example_Object_File__c
12     where cg_My_Example_Object_File__c.cg_WIP__c = false and
13     cg_My_Example_Object_File__c.cg_Parent__c in :ids];
14
15    if(tempCount > 0)
16    {
17        Trigger.old[0].addError('There are files attached to this object.' +
18        ' You need to first delete object files manually and' +
19        ' then delete the object!');
20    }
21 }

```

Figure 26

trigger **YourObjectNameBeforeDelete** on **YourObjectNameContainingNamespacePrefix** (before delete)

```

{
    List<Id> ids = new List<Id>();

    for(YourObjectNameContainingNamespacePrefix obj : Trigger.old)
    {
        ids.add(obj.Id);
    }

```

Integer tempCount = [Select count() from **YourObjectFileNameContainingNamespacePrefix** where **YourObjectFileNameContainingNamespacePrefix.NamespacePrefixWIP__c** = false and **YourObjectFileNameContainingNamespacePrefix.NamespacePrefixParent__c** in:ids];

```

if(tempCount > 0)
{
    Trigger.old[0].addError('There are files attached to object. You need to first delete files manually and then delete the object!');
}
}

```



Notes

If you have a sandbox environment, and if you must create a test case in order to deploy the trigger to your production organization, below is an example test class for My_Example_Object custom object.

```
@isTest
private class My_Example_Object_Test {

    static testMethod void triggerTest1()
    {
        test.starttest();

        cg__My_Example_Object__c obj = new cg__My_Example_Object__c();
        obj.Name = 'Test My Example Object';
        insert obj;

        cg__My_Example_Object_File__c aFile = new cg__My_Example_Object_File__c();
        aFile.cg__File_Name__c = 'Test File';
        aFile.cg__WIP__c = false;
        aFile.cg__Parent__c = obj.Id;
        insert aFile;

        try
        {
            delete obj;
            system.assert(false); //should never happen
        }
        catch(Exception e)
        {
            system.assert(true); //should fail
        }
        test.stopTest();
    }
}
```

After creating above test class and enabling the trigger, if you try to delete a My Example Object which contains My Example Object Files, you'll get this warning message: *"There are object files attached to this object. You need to first delete object files manually and then delete the object!"*

4. Creating Custom Object Files Page

In this fourth step we'll create custom object file's Visualforce page. This page can be used to override the object's view, or it also can be used as an inline section for the object's layout. At the end of this section, use cases for both scenarios will be displayed.

To create an object file page, follow these steps:

1. Go to **Setup -> App Setup -> Develop-> Pages** and click the **New** button at the top of the page (Figure 27).

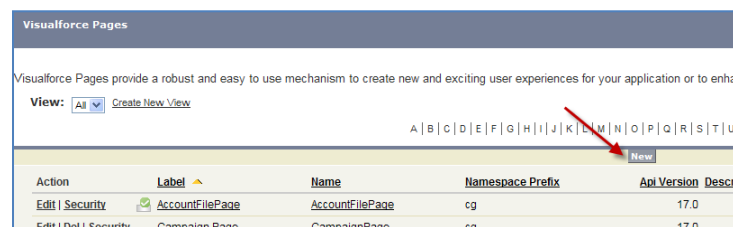


Figure 27

2. In the **"Page Edit"** screen you'll create your new page. Give an appropriate name to your page. For our example, we will use "MyExamplePage" name. Type "MyExamplePage" inside Label field (Figure 28-a). Type "MyExamplePage" inside Name field (Figure 28-b).

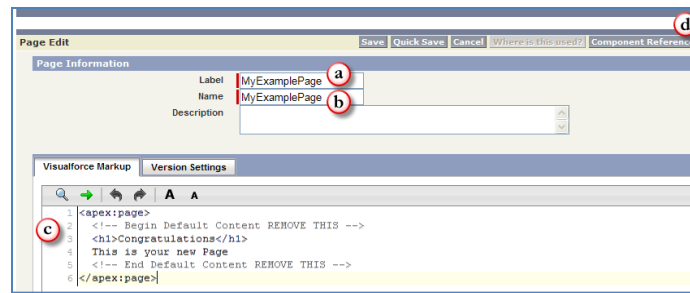


Figure 28

You need to set the "Salesforce.com API" version to 22.0 or above to use S-Drive 2.0 features. To set the version number click the "Version Settings" tab next to the "Visualforce Markup" tab and change the version number from drop-down (Figure 29).

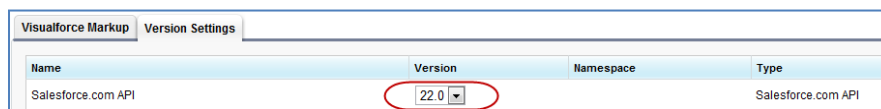


Figure 29

Now we need to create our page content. We will be using custom components in our page. Basically, our page skeleton will be as follows:

```
<apex:page standardController="My_Example_Object__c"
    tabStyle="My_Example_Object__c">
    <cg:AttachmentComponent
        title="My Example Object Files"
        customObjectName="My_Example_Object__c"
        customObjectFileName="My_Example_Object_File__c"
        objectId="{!Id}"
        objectNamespacePrefix="mynamespaceprefix__"
        fileNameSpacePrefix="mynamespaceprefix __"
        enableCopyURL="true/false"
        enableDelete="true/false"
        enableDownload="true/false"
        enableEdit="true/false"
        enableEmail="true/false"
        enableUpload="true/false"
        inline="true/false"
        inlineEdit="true/false"
        legacyIdSupport="true/false"
        privateEnabled="true/false"
        orderBy="File_Name__c"
        allowedFileExtensions="*.avi;*.txt"
        defaultEmailAddress="user@company.com"
        enableAttachFromSDriveFolders="true/false"
        enableFolders="true/false"
        relationshipName="Parent__r"
        pageSize="100"
```



```
useUploadAsPopup="true/false" />
</apex:page>
```

As an example, the following will be a typical *custom override Visualforce page with inline edits and chatter enabled*:

```
<apex:page standardController="My_Example_Object__c"
  tabStyle="My_Example_Object__c">
  <apex:detail inlineEdit="true" relatedList="true" showChatter="true"/>
  <cg:AttachmentComponent
    title="My Example Object Files"
    inline="true"
    customObjectName="My_Example_Object__c"
    customObjectFileName="My_Example_Object_File__c"
    objectId="{!My_Example_Object__c.Id}" />
</apex:page>
```

You need to set these component attributes based on your configuration. Let's discuss these component attributes:

a) standardController

You need to set this standard controller to the object that you want to use with. For our example this is the custom object name that we created: "My_Example_Object__c". As you can see from the example we appended "__c" to the end of the name. This means this object is a custom object. You can use standard objects also. For standard objects you will not append "__c" at the end of the object name (e.g. Solution). Also, do not prepend your account's namespace prefix.

b) tabStyle

This is the tab style of the page. Normally you can set it same with standardController. That means tab style will be derived from the standard controller you chose.

c) title (optional)

This is the title of the page block inside the object page. You can set it to "Custom Object Name" Files. For our example it will be "My Example Object Files". This field is optional and if you don't provide a value for this field, it will be set as "Attached Files".

d) customObjectName

This is the name of the custom or standard object that will be the object that the files will be attached to. For our example, it is "My_Example_Object__c". If this is a custom object you need to append "__c" to the end of the name. If this is a standard object you won't append "__c" at the end of the object name (eg. Solution). Also do not prepend your account's namespace prefix.

e) customObjectName

This is the name of the custom object file that we have created in previous sections. This object will be holding the information regarding the attached files. For our example, it is "My_Example_Object_File__c". If this is a custom object you need to append "__c" to the end of the name. Also, do not prepend your account's namespace prefix.

f) objectId

You need to pass in the "{!Id}" value for this attribute. This attribute is required to retrieve object id.

g) objectNamespacePrefix (optional)

This is the object's namespace prefix that your Salesforce.com organization uses. If your organization has a namespace prefix and you created this custom object inside your organization, your object namespace prefix is same with your organization namespace prefix. If this object belongs to a managed package, you need to use that managed package's namespace prefix. If your object does not belong to any namespace you do not need to set this attribute. If your namespace prefix is "exampleprefix" you need to set objectNamespacePrefix as "exampleprefix__".

h) fileNameSpacePrefix (optional)

This is the file object's namespace prefix that your Salesforce.com organization uses. If your organization has a namespace prefix and you created this custom object file inside this organization, your file namespace prefix is same with your organization namespace prefix. If this file object belongs to a managed package, you need to use that managed package's namespace prefix. If your file object does not belong to any namespace you do not need to set this attribute. If your namespace prefix is "exampleprefix" you need to set fileNameSpacePrefix as "exampleprefix__".

i) enableCopyURL (optional)

This option is used to enable/disable "Copy URL" link in the page. There are two possible values for this attribute: "**true**", "**false**". If "false" is set "Copy URL" links won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true", therefore "Copy URL" link will be visible for each asset. Note that security and permission settings override this option.

j) enableDelete (optional)

This option is used to enable/disable "Del" links for all attachments in the page and "Delete Selected" button for the whole page. There are two possible values for this attribute: "**true**", "**false**". If "false" is set "Del" links and "Delete Selected" button won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as

"true" therefore, "Del" links and "Delete Selected" button will be visible. Note that security and permission settings override this option.

k) enableDownload (optional)

This option is used to enable/disable "Download", "Open" and "Zip & Download" for all attachments in the page. There are two possible values for this attribute: **"true"**, **"false"**. If "false" is set "Download", "Open" and "Zip & Download" won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true" therefore, "Download", "Open" and "Zip & Download" links will be visible for each asset. Note that security and permission settings override this option.

l) enableEdit (optional)

This option is used to enable/disable "Edit" link for all attachments in the page. There are two possible values for this attribute: **"true"**, **"false"**. If "false" is set "Edit" links won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true" therefore, "Edit" links will be visible for each asset. Note that security and permission settings override this option.

m) enableEmail (optional)

This option is used to enable/disable "Email Selected" button in the page. There are two possible values for this attribute: **"true"**, **"false"**. If "false" is set "Email Selected" button won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true", therefore "Email Selected" button will be visible for each asset. Note that security and permission settings override this option.

n) enableUpload (optional)

This option is used to enable/disable "Upload File(s)" button in the page. There are two possible values for this attribute: **"true"**, **"false"**. If "false" is set "Upload File(s)" button won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true", therefore "Upload File(s)" button will be visible for each asset. Note that security and permission settings override this option.

o) inline (optional)

This option is used to decide if the page is used with override for the view or as a section in the page layout. There are two possible values for this attribute: **"true"**, **"false"**. Set this attribute to "true" to use this component inside an inline Visualforce page. The default for this attribute is false. One important note about "inline" is it needs to be set to true for *"typical custom override Visualforce page with inline edits and chatter enabled"* example because of a bug related to Salesforce.com.

p) inlineEdit (optional)

This option is used to decide if the inline edit feature will be available for the other parts of the page or not. If inline option is set to true, inlineEdit option is ignored, meaning that inlineEdit feature can only be used when the view of the object is overridden. So, you cannot use this option with the use as inline attachment feature. There are two possible values for this attribute: **"true"**, **"false"**. Set this attribute to "true" to enable the inlineEdit feature for the Visualforce page. Also note that this feature is supported for the pages with version 21.0 and above (Spring 2011). The default for this attribute is false.

There are three possible scenarios for the usage of the inlineEdit:

- 1- If *inline* is set to true (using inline attachment feature), *inlineEdit's* value does not have any meaning (it is ignored).
- 2- If *inline* is set to false (default is false, using with the override for the view of the object), and we set *inlineEdit* to true, it means *inline editing for the page elements is enabled*.
- 3- If *inline* is set to false (default is false, using with the override for the view of the object), and we set *inlineEdit* to false, it means *inline editing for the page elements is disabled*.

q) legacyIdSupport (optional)

This option is used for legacy id support. There are two possible values for this attribute: **"true"**, **"false"**. Set this attribute to true to use 18-character ids. The default for this attribute is false.

r) privateEnabled (optional)

This option is used for enabling public/private file access to the S-Drive attachments and commonly used to limit the customer portal users' access to individual files. Before setting this property, you need to add a new field to your custom object file named 'Private' (See 'Creating Custom Object Files' section for more information). Set this attribute to true if you want to enable private/public flag. Setting the private flag on a file hides the file from customer portal users. There are two possible values for this attribute: **"true"**, **"false"**. The default for this attribute is "false" except for the Case Files custom page (Figure 30).

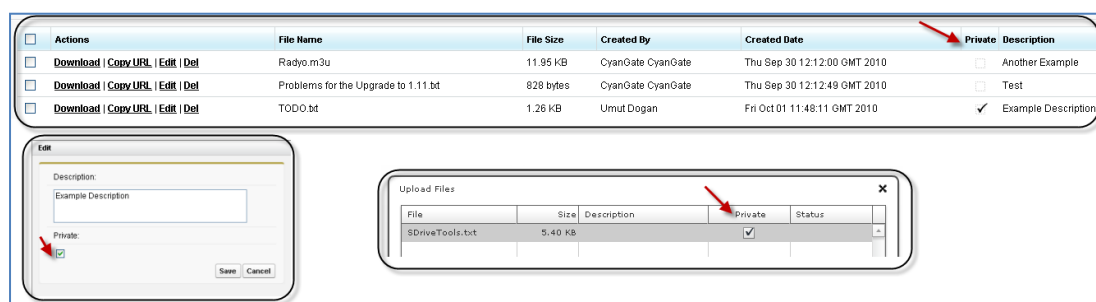


Figure 30

s) orderBy (optional)

This option is used to order/sort S-Drive attachments based on a field. You need to set the name of the field that should be used to order the list of files with namespace prefix. This attribute is optional and leaving this empty will not order the results in any specific order. For example: "cg__File_Name__c". With S-Drive 1.18, dynamic ordering is possible, so you can set this value to set out-of-the-box ordering and users can order items on-the-fly.

Note that Salesforce does not allow Long Text Area fields to be ordered/sorted. So, if you want to order/sort by a long text area field (e.g. Description__c), you need to change its type from 'Long Text Area' to 'Text Area'. This will limit your description to be 255 characters long.

t) allowedFileExtensions (optional)

You can use this option, if you want to limit the file types to be uploaded into selected object's S-Drive attachments. Semicolon separated list of file extensions that are allowed to upload. This attribute is optional and leaving this empty will allow all kind of files to be uploaded. For example: "*.jpg;*.txt" will limit the files to be uploaded to jpg and txt files (Figure 31).

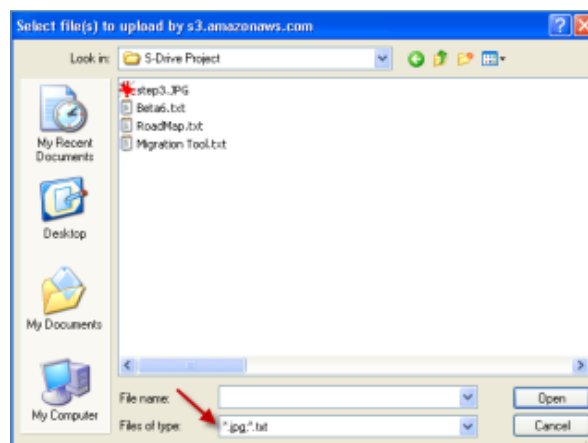


Figure 31

u) defaultEmailAddress (optional)

You can use this option, if you want to set a default "TO" email address for sending emails from your S-Drive Attachments. This option is automatically set for out of the box Contact, Opportunity, Case and Account S-Drive Attachments.

For example, if you select a Contact S-Drive Attachment for a contact and click "Email Selected" button, "Email Files" screen will be opened and "To..." field will be filled with the contact name as shown below:



If default email address is not found in your Salesforce Contacts, that email will be set to the "Additional To..." section of the "Email Files" page. These "To..." or "Additional To..." fields are auto-filled when "Email Files" page is loaded. You can clear them and/or select other contacts as you wish.

v) enableAttachFromSDriveFolders (optional)

This option is used to enable/disable "Attach from S-Drive Folders" button in the page. There are two possible values for this attribute: **"true"**, **"false"**. If "false" is set "Attach from S-Drive Folders" button won't be displayed in this page. This field is optional and if you don't provide a value for this field, it will be set as "true"; therefore "Attach from S-Drive Folders" button will be visible for each asset. Note that security and permission settings override this option. Also note that "Attach from S-Drive Folders" button is not visible for customer portal users, no matter what the *enableAttachFromSDriveFolders* value is.

w) enableDownloadManager (optional)

Download Manager has been deprecated. Zip & Download can be used instead of download manager. You can control it using enableDownload flag.

x) enableFolders (optional)

This option is used to enable/disable folders support for S-Drive Attachments. Set this attribute to false to disable folders. If you disable folders for S-Drive Attachments, "New Folder" button and breadcrumb will be removed from the buttons section. This

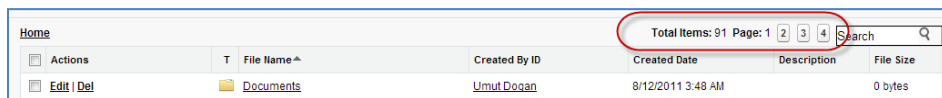
configuration won't hide/delete currently created folders. The default for this attribute is true.

y) relationshipName (optional)

Master-detail relation used for selected standard/custom object. This attribute is optional and default value is 'Parent__r'.

z) pageSize (optional)

Page size for pagination. Attachment items will be paginated based on this value. So, if this value is set to '30', and object has 91 total items, 4 page will be displayed. This attribute is optional and default value is 100.



aa) enableJavaUpload (optional)

Java upload has been deprecated.



Note

This setting won't work if HTML is selected for Default Upload Manager in S-Drive Configuration tab. We strongly suggest using HTML upload.

bb) useUploadAsPopup (optional)

Set this attribute to true to enable upload widget as a popup window for selected S-Drive Attachment object. The default for this attribute is false. This value overrides the "Default Upload Manager" configuration in "S-Drive Configuration".

If you want to get more information about component attributes, you can click "**Component References**" button and find **cg:attachmentcomponent** reference from the list. (Figure 28-d).

After setting the page based on above component attributes, click "**Save**" button.

3. Lastly set the security for your page on other profiles. Go to **Setup -> App Setup -> Develop -> Pages** and click **Security** link next to your page name (Figure 32).

Edit Del Security	MyCustomPage	MyCustomPage	cg	17.0
Edit Del Security	MyExamplePage	MyExamplePage	cg	17.0
Edit Security	OpportunityFilePage	OpportunityFilePage	cg	17.0

Figure 32

Move all profiles (or select based on your needs) from "Available Profiles" to "Enabled Profiles" as shown in Figure 33. If you skip this step, your users that belong to the disabled profiles will see an error page similar to Figure 34.

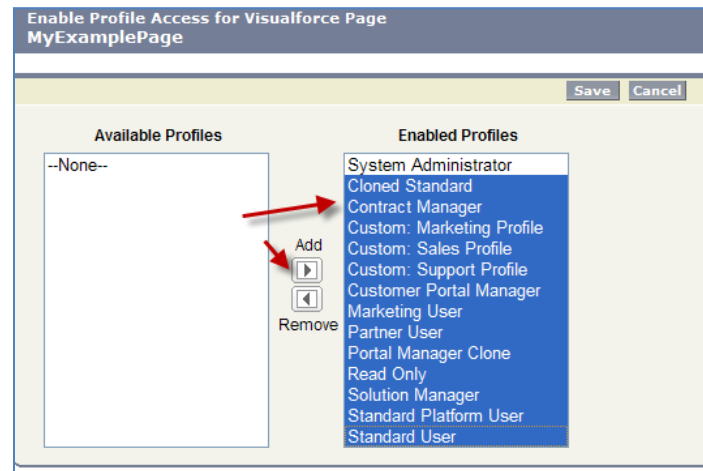


Figure 33

Insufficient Privileges

You do not have the level of access necessary to perform the operation you requested. Please contact the owner of the record or your administrator if access is necessary.

Figure 34

- Now we have an object (or created our custom object), created our custom object file and custom object file page.

At this point, we can override the custom object's view or we can use S-Drive Attachments as an inline section in the page layout.

1. Overriding the View of the Object

"Overriding the view of the object" means that the page will be used as an override to the standard object page. In this case, the S-Drive Attachments section will be a section at the end of the standard page layout.

- Go to **Setup -> App Setup -> Create-> Object** and click the label of your custom object. You'll see "Object Definition Detail" screen. Scroll down and find "**Standard Buttons and Links**" page block and click **Edit** action next to the **View** label (Figure 35-a). Then select **Visualforce Page** for *Override With* section and pick **MyExampleFilePage** (the custom page you created previously for this object) from the drop-down box. Click **Save** button to complete the override (Figure 35-b).

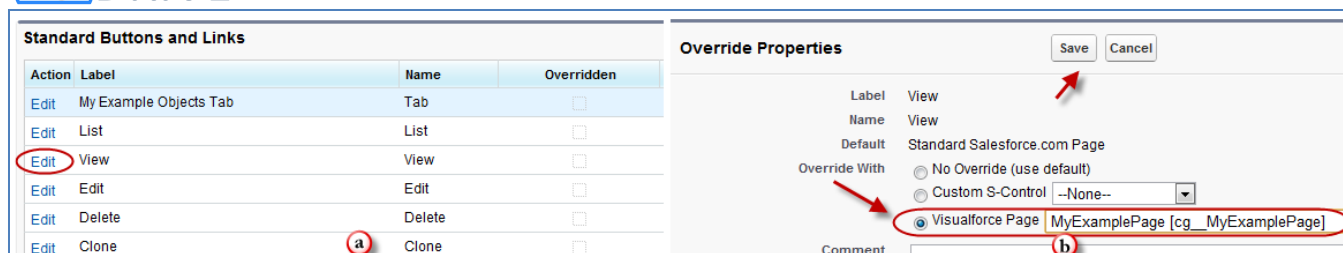


Figure 35

- Now it will display **View** as **Overridden** in the *Standard Buttons and Links* section (Figure 36).

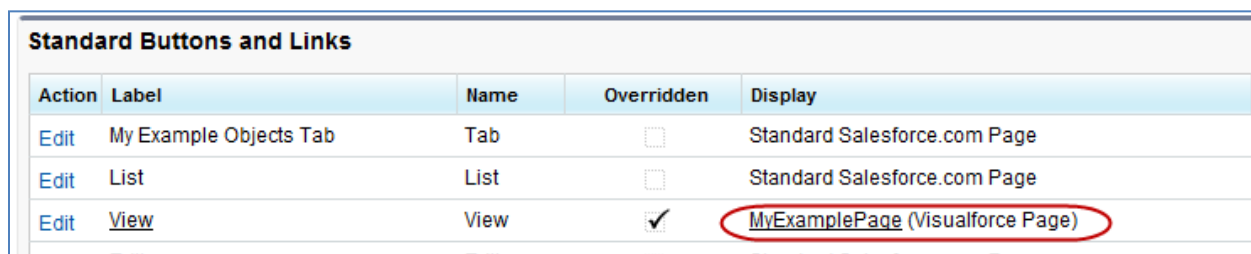


Figure 36

- After creating a test object, you should see "My Example Object Files" page block at the end of the object detail page (Figure 37). See "User Guide" for more information on how to use the buttons and functions in this page block.



Figure 37

2. Using as Inline Attachment

"Using as inline Attachment" means that the attachment component will be used as a section in the object's page layout. So, your customizations to the page layout won't be affected and you can append S-Drive Attachments in the page layout anywhere you would like. *Please note that "inline" component attribute for the custom page must be set to "true" to use the S-Drive Attachments as inline.*

- Go to **Setup -> App Setup -> Create-> Object** and click the label of your custom object. You'll see "Object Definition Detail" screen. Scroll down and find **"Page Layouts"** page block and click **Edit** action next to the main layout of the object (Figure 38).

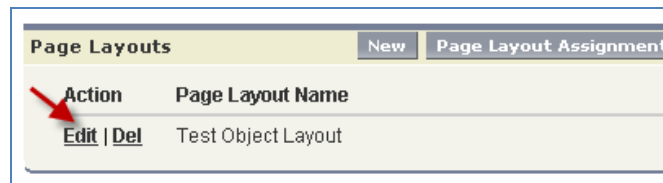


Figure 38

- Click Fields and drag-drop a **Section** to an appropriate place in the layout (Figure 39).

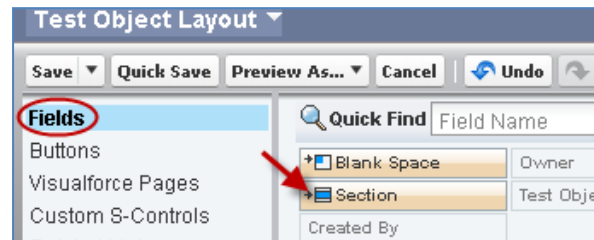


Figure 39

- After dropping the "section", you'll see the properties screen for the dropped "section". Type in a section name and select if you want to display section header on "Detail Page" and "Edit Page". Also select "1-Column" for the layout. Then click OK button. You can customize these settings based on your layout needs (Figure 40).

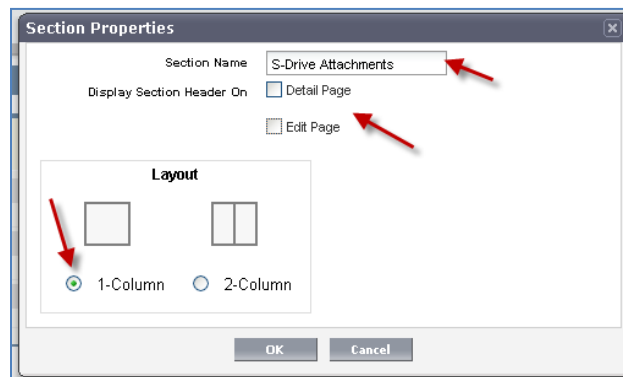


Figure 40

- Now, go to **Visualforce Pages** from the top. Select the "custom page name" you created (e.g. TestPage) and drag it into the section that you created previously (Figure 41).

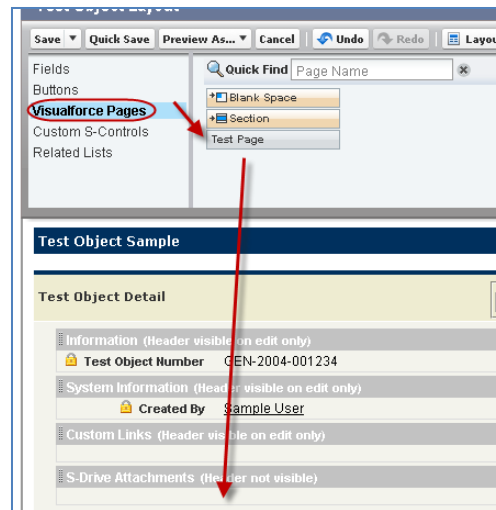


Figure 41

5. After dropping the page into the section, click the properties icon for the page on the top-right corner of the page in the section (Figure 42).

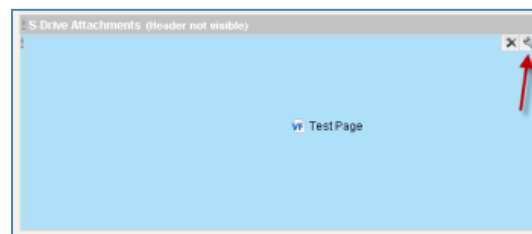


Figure 42

6. Keep **"Width (in pixels or %)"** as **"100%"**, set **"Height (in pixels)"** to **"500"**. And check **"Show scrollbars"** option. You can optionally check **"Show label"**. Click OK button (Figure 43).

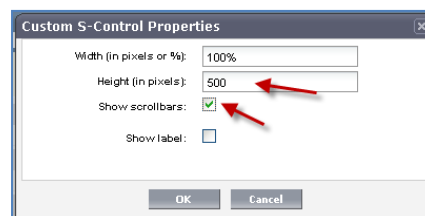


Figure 43

7. You can use "Inline Visualforce Expander" tool to automatically resize inline S-Drive page based on the size. So if you apply this tool to inline S-Drive Attachments page, page's height will be dynamic based on the number of items in the list. For this type of a

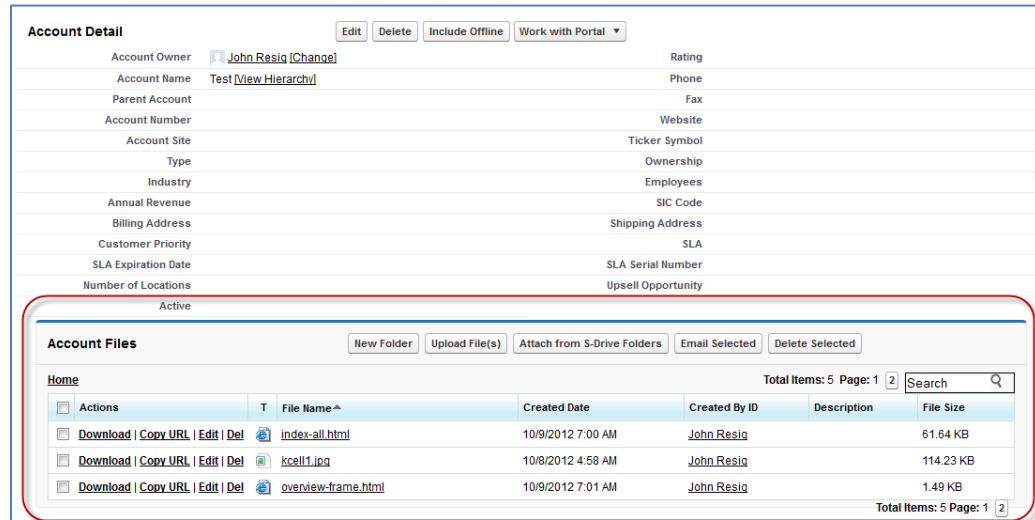
configuration we suggest you to set the **"useUploadAsPopup"** attachment component property to set **"true"**. You can install the **"Inline Visualforce Expander"** from AppExchange:

<http://appexchange.salesforce.com/listingDetail?listingId=a0N30000004cEEyEAM>

And you can download the installation/configuration document here:

<http://appexchange.salesforce.com/servlet/servlet.FileDownload?file=00P30000007KcasEAC>

Final result will be like below screen:



Account Detail [Edit] [Delete] [Include Offline] [Work with Portal]

Account Owner: John Resig [Change] Rating: []

Account Name: Test [View Hierarchy] Phone: []

Parent Account: [] Fax: []

Account Number: [] Website: []

Account Site: [] Ticker Symbol: []

Type: [] Ownership: []

Industry: [] Employees: []

Annual Revenue: [] SIC Code: []

Billing Address: [] Shipping Address: []

Customer Priority: [] SLA: []

SLA Expiration Date: [] SLA Serial Number: []

Number of Locations: [] Upsell Opportunity: []

Active

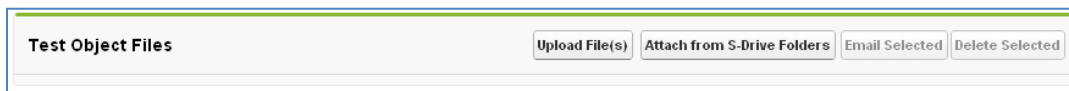
Account Files [New Folder] [Upload File(s)] [Attach from S-Drive Folders] [Email Selected] [Delete Selected]

Home Total Items: 5 Page: 1 [2] Search []

Actions	File Name	Created Date	Created By ID	Description	File Size
[Download] [Copy URL] [Edit] [Del]	index-all.html	10/9/2012 7:00 AM	John Resig		61.64 KB
[Download] [Copy URL] [Edit] [Del]	kcell1.jpg	10/8/2012 4:58 AM	John Resig		114.23 KB
[Download] [Copy URL] [Edit] [Del]	overview-frame.html	10/9/2012 7:01 AM	John Resig		1.49 KB

Total Items: 5 Page: 1 [2]

8. We are done with the configuration. Save the layout by clicking the "Save" button on the left-top corner of the screen (Figure 39).
9. Now if you go to your object's tab (page), you'll see the S-Drive Attachments inline in the page layout (Figure 44).



Test Object Files [Upload File(s)] [Attach from S-Drive Folders] [Email Selected] [Delete Selected]

Figure 44

5. Creating Lightning Page

With 2.0 release, S-Drive is available for Lightning Experience. In this section, you can learn about creating lightning page for custom objects. To create a lightning page;

1. You need to switch to Lightning Experience and open Lightning App Builder. To open it, you should open a record from your custom object (My_Example_Object__c) and click on “Create Lightning Page” link under **Setup** icon (⚙️). If you already have a Lightning Page, you should click on “Edit Page” link under **Setup** icon (⚙️). See Figure 45 below.

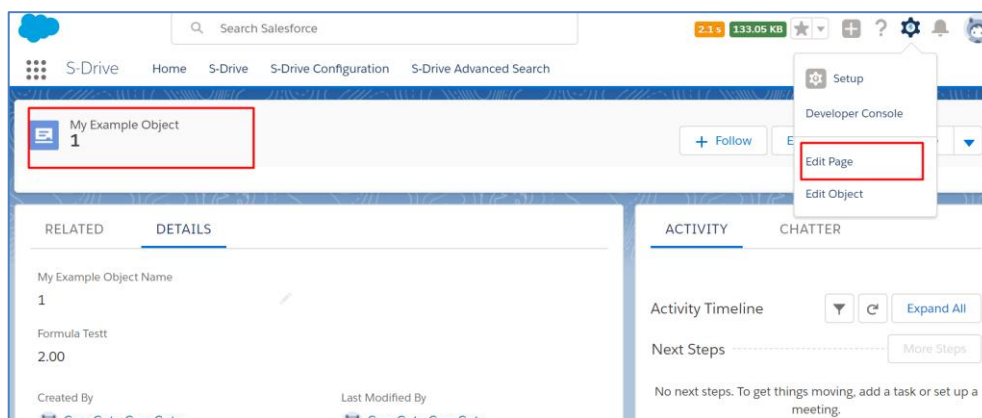


Figure 45

- After clicking on “Edit Page” or “Create Page” option, “Lightning App Builder” will be shown. You will see “**Lightning Components**” section on the left-hand side. You need to scroll down to see the “**SDrive**” component, under “**Custom**”.

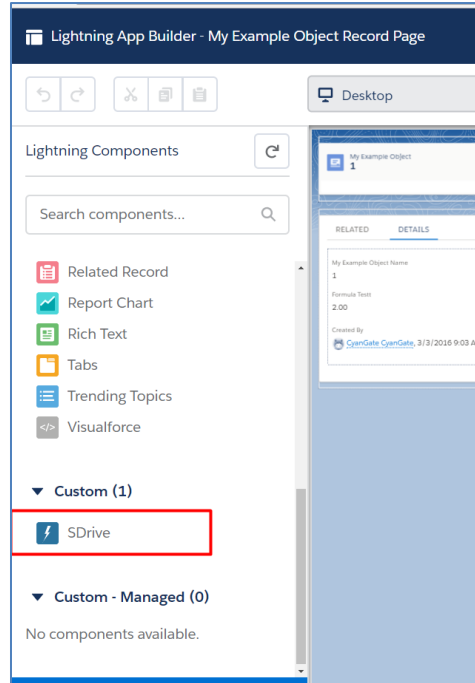


Figure 46

- Grab the **SDrive** component and drag it to the right side where you see the components of the account page. Drop wherever you want the S-Drive component to be placed.

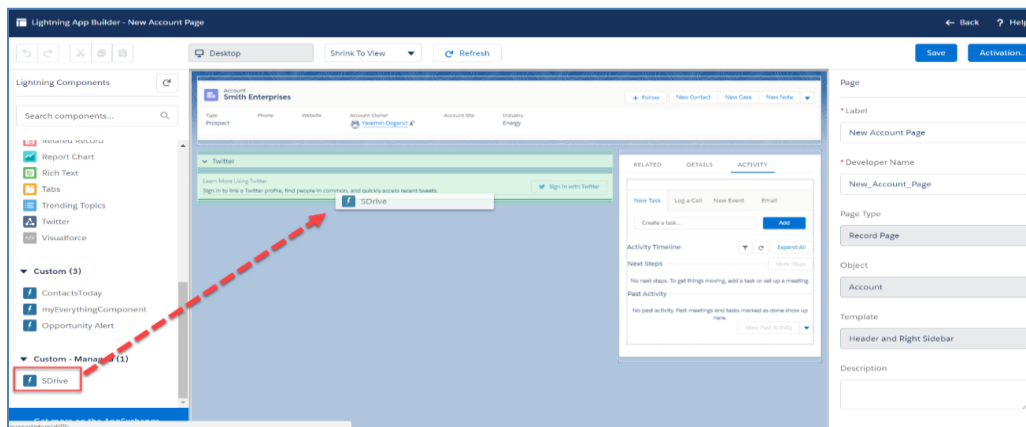
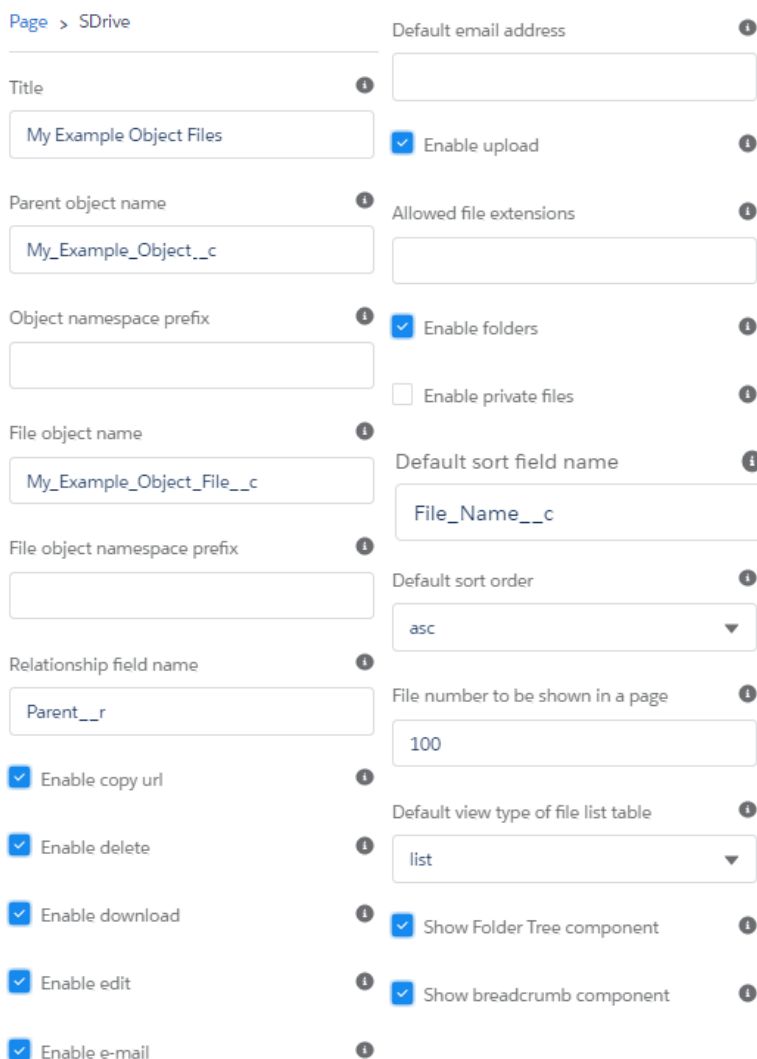


Figure 47

4. You need to edit the following required fields correctly, to configure S-Drive for your custom object in Lightning Experience (Figure 48). You can also change the settings from a selection of checkboxes which include: Enable copy URL, Enable delete, Enable download, Enable edit, Enable e-mail, Enable upload, Enable folders, Enable private files. You can scroll down to see more settings about the S-Drive Attachment component, such as showing folder tree component and breadcrumbs, which can be changed by using the toolbar menu afterwards.
5. After clicking on **“Save”** button, you need to activate the page to use the S-Drive component. You can click on **“Activation”** and choose **“Assign as Org Default”** or **“Assign as App Default”** from the pop-up screen, to view the attachment component. Now, you should see “My Example Object Files” block at the end of my example object record page. See "Lightning User Guide" for more information on how to use the buttons and functions in this block. The component attributes shown in Figure 48 is discussed in this section below in detail:



Page > SDrive

Title: My Example Object Files

Parent object name: My_Example_Object__c

Object namespace prefix:

File object name: My_Example_Object_File__c

File object namespace prefix:

Relationship field name: Parent__r

Enable copy url: ☒

Enable delete: ☒

Enable download: ☒

Enable edit: ☒

Enable e-mail: ☒

Default email address:

Allowed file extensions:

Enable upload: ☒

Enable folders: ☒

Enable private files: ☐

Default sort field name: File_Name__c

Default sort order: asc

File number to be shown in a page: 100

Default view type of file list table: list

Show Folder Tree component: ☒

Show breadcrumb component: ☒

Figure 48

a) Title (optional)

This is the title of the page block inside the object page. You can set it to “My Example Object Files”. This field is optional and if you don’t provide a value for this field, it will be set as “S-Drive Files”.

b) Parent object name

This is the name of the custom or standard object that will be the object that the files will be attached to. For our example, it is "My_Example_Object__c". If this is a custom object you need to append "__c" to the end of the name. If this is a standard object you won't append "__c" at the end of the object name (eg. Solution). Also, do not prepend your account's namespace prefix.

c) Object namespace prefix (optional)

This is the object's namespace prefix that your Salesforce.com organization uses. If your organization has a namespace prefix and you created this custom object inside your organization, your object namespace prefix is same with your organization namespace prefix. If this object belongs to a managed package, you need to use that managed package's namespace prefix. If your object does not belong to any namespace you do not need to set this attribute. If your namespace prefix is "exampleprefix" you need to set objectNamespacePrefix as "exampleprefix__".

d) File object name

This is the name of the custom object file that we have created in previous sections. This object will be holding the information regarding the attached files. For our example, it is "My_Example_Object_File__c". If this is a custom object you need to append "__c" to the end of the name. Also, do not prepend your account's namespace prefix.

e) File object namespace prefix (optional)

This is the file object's namespace prefix that your Salesforce.com organization uses. If your organization has a namespace prefix and you created this custom object file inside this organization, your file namespace prefix is same with your organization namespace prefix. If this file object belongs to a managed package, you need to use that managed package's namespace prefix. If your file object does not belong to any namespace you do not need to set this attribute. If your namespace prefix is "exampleprefix" you need to set File object namespace prefix as "exampleprefix__".

f) Relationship field name

Master-detail relation used for selected standard/custom object. This attribute is optional and default value is 'Parent__r'.

g) Enable copy URL (optional)

This option is used to enable/disable “Copy URL” link in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “Copy URL” link for each asset. The default value for this checkbox is checked.

h) Enable delete (optional)

This option is used to enable/disable “Delete” option for all attachments in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “Delete” link for each asset. The default value for this checkbox is checked.

i) Enable download (optional)

This option is used to enable/disable “Download”, “Open” and “Zip & Download” options for all attachments in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “Download” link for each asset. The default value for this checkbox is checked.

j) Enable edit (optional)

This option is used to enable/disable “Edit” option for all attachments in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “Edit” link for each asset. The default value for this checkbox is checked.

k) Enable e-mail (optional)

This option is used to enable/disable “E-Mail” option for all attachments in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “E-Mail” link for each asset. The default value for this checkbox is checked.

l) Default email address (optional)

You can use this option, if you want to set a default “Additional To” email address for sending emails from your S-Drive Attachments. For example, if you select an Account S-Drive Attachment for an account and click “Email” button, “Email Files” screen will be opened and “Additional To” field will be filled with the email address you have provided here.

m) Enable upload (optional)

This option is used to enable/disable “Upload” option for all attachments in the page. There are two possible values for this attribute: “true” or “false”. If the checkbox is checked, this means that the value is set to true, and you will be able to see the “Upload File(s)” link for each asset.

The default value for this checkbox is checked.

n) Allowed file extensions (optional)

You can use this option, if you want to limit the file types to be uploaded into selected object's S-Drive attachments. Semicolon separated list of file extensions that are allowed to upload can be written here. This attribute is optional and leaving this empty will allow all kind of files to be uploaded. For example, "*.jpg, *.txt" will limit the files to be uploaded to jpg and txt files.

o) Enable folders (optional)

This option is used to enable/disable folder support for S-Drive attachments in the page. There are two possible values for this attribute: "true" or "false". If the checkbox is checked, this means that the value is set to true, and you will be able to see the "New Folder" button. The default value for this checkbox is checked. If the box is not checked, the "New Folder" button will be removed from the toolbar section.

p) Enable private files (optional)

This option is used for enabling public/private file access to the S-Drive attachments and commonly used to limit the customer portal users' access to individual files. Set this attribute to true by checking the checkbox, if you want to enable private/public flag. Setting the private flag on a file hides the file from customer portal users. The default value for this checkbox is unchecked.

q) Default sort field name (optional)

This option is used to order/sort S-Drive attachments based on a field. You need to set the name of the field that should be used to order the list of files. For this example, it should be filled in as "cg__File_Name__c". You can change this option from the settings button located at the toolbar of S-Drive attachments anytime. *See S-Drive Lightning User Guide for more information about using the S-Drive attachments.*

r) Default sort order (optional)

This option is used to set the sort order direction of the S-Drive attachments. There are two possible values for this attribute: "asc" or "desc". The default value is "asc" which stands for ascending. You can change this option from the settings button located at the toolbar of S-Drive attachments anytime. *See S-Drive Lightning User Guide for more information about using the S-Drive attachments.*

s) File number to be shown in a page (optional)

This option is to set the number of files to be shown in an attachment page. The default value for this section is set to 100. If this value is set to '30' and object has 91 total items, the files will be displayed in 4 pages. You can change this option from the pagination setting located under the toolbar of S-Drive attachments. *See S-Drive Lightning User Guide for more information about*

t) Default view type of file list table (optional)

This option is to set the default view type of the file list table. There are 3 options you can choose: List, Thumbnail and Grid. You can change this option from the toolbar of S-Drive attachments, and set it as default by using the settings button. *See S-Drive Lightning User Guide for more information about using the S-Drive attachments.*

u) Show Folder Tree component (optional)

This option sets the default behavior of the folder tree component located on the left-hand side of the S-Drive attachments page. You can choose to hide or show the Folder Tree component by using the settings button on the toolbar of S-Drive attachments. *See S-Drive Lightning User Guide for more information about using the S-Drive attachments.*

v) Show breadcrumb component (optional)

This option sets the default behavior of the breadcrumbs located on the left-hand side of the S-Drive attachments page, above the folder tree component. You can choose to hide or show the breadcrumbs by using the settings button on the toolbar of S-Drive attachments. *See S-Drive Lightning User Guide for more information about using the S-Drive attachments.*

6. Creating Custom HTML Upload Page

You can create S-Drive HTML Upload Widget Page for custom object files (cg__S3Object__c, cg__CaseFile__c, MyExampleObject__c, etc.). This page can be used to add the S-Drive HTML upload widget to the place wherever you want. So, you can upload your files to "S-Drive Folders" or "S-Drive Attachments" easily without opening object's page and clicking "Upload file(s)" button. To create a custom HTML upload page, follow these steps:

1. Go to **Setup -> App Setup -> Develop-> Pages** and click the **New** button at the top of the page (Figure 49).

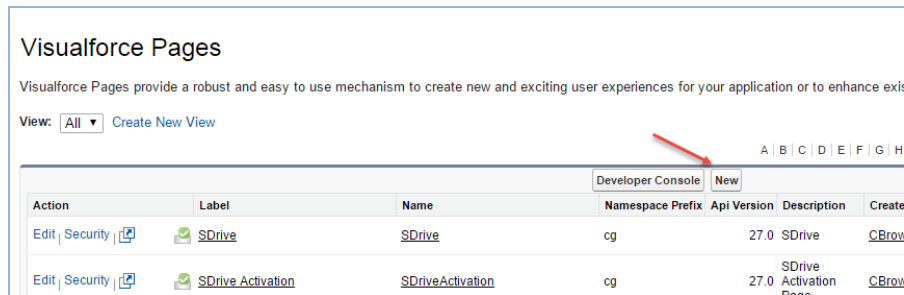


Figure 49

2. In the "Page Edit" screen you'll create your new page. Give an appropriate name to your page. For our example, we will use "MyCaseHtmlUploadPage" name. Type "MyCaseHtmlUploadPage" inside Label field (Figure 50-a). Type "MyCaseHtmlUploadPage" inside Name field (Figure 50-b).

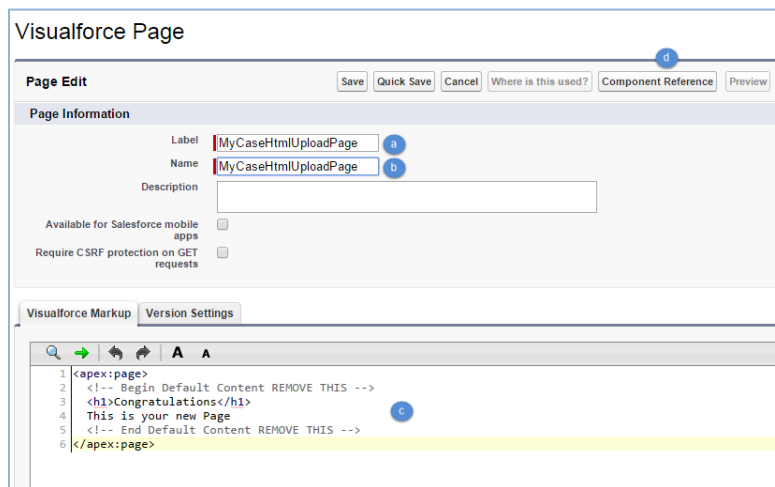


Figure 50

You need to set the "Salesforce.com API" version to 22.0 or above to use S-Drive 2.0 features. To set the version number click the "Version Settings" tab next to the "Visualforce Markup" tab and change the version number from drop-down (Figure 29).

Now we need to create our page content. We will be using custom components in our page. Basically, our page skeleton will be as follows:

```
<apex:page standardController="Case" tabStyle="Case">
  <cg:HtmlUploadComponent
    objectId="{!Case.Id}"
    customObjectFileName="CaseFile__c"
    fileNamespacePrefix="cg__"
    relationshipName="Case__r"
    privateEnabled="true"
    allowedFileExtensions="*.avi;*.txt"
    isUsePopup="true/false"
    returnUrl="https://na6.salesforce.com/home/home.jsp"
    debug="true/false"
    currentFolderId = " a0680000000xgAAEAA2"
  />
</apex:page>
```

As an example, the following will be a typical **Visualforce page**:

```
<apex:page standardController="Case" tabStyle="Case" showHeader="false"
  sidebar="false" standardStylesheets="false" applyHtmlTag="true"
  applyBodyTag="true" docType="html">
<html>
  <head>
    <meta charset="utf-8" />
    <title>
      Case Files Html Upload Page
    </title>
  </head>
  <body>
    <cg:HtmlUploadComponent
      objectId="{!Case.Id}"
      customObjectFileName="CaseFile__c"
      fileNamespacePrefix="cg__"
      relationshipName="Case__r"
      privateEnabled="true"
      isUsePopup="true"
      debug="true"
    />
  </body>
</html>
</apex:page>
```

You need to set these component attributes based on your configuration. Let's discuss these component attributes:

a) standardController

You need to set this standard controller to the object that you want to use with. For our example this is the custom object name: "Case". As you can see from the example we do not appended "__c" to the end of the name. This means this object is a not custom object. You can use custom objects also. For custom objects you will append "__c" at the end of the object name (e.g. ExampleObject__c). Also, do not prepend your account's namespace prefix.

b) tabStyle

This is the tab style of the page. Normally you can set it same with standardController. That means tab style will be derived from the standard controller you chose.

c) customObjectFileName

This is the name of the custom object file that existing, or we have created in previous sections or. This object will be holding the information regarding the attached files. For our example, it is "CaseFile__c". If this is a custom object you need to append "__c" to the end of the name. Also, do not prepend your account's namespace prefix.

d) objectId

You need to pass in the "{!Id}" value or hardcoded value for this attribute. This attribute is required to retrieve object id.

e) fileNamespacePrefix (optional)

This is the file object's namespace prefix that your Salesforce.com organization uses. If your organization has a namespace prefix and you created this custom object file inside this organization, your file namespace prefix is same with your organization namespace prefix. If this file object belongs to a managed package, you need to use that managed package's namespace prefix. If your file object does not belong to any namespace you do not need to set this attribute. If your namespace prefix is "exampleprefix" you need to set fileNamespacePrefix as "exampleprefix__".

f) privateEnabled (optional)

This option is used for enabling public/private file access to the S-Drive attachments and commonly used to limit the customer portal users' access to individual files. Before setting this property, you need to add a new field to your custom object file named 'Private' (See 'Creating Custom Object Files' section for more information). Set this attribute to true if you want to enable private/public flag. Setting the private flag on a file hides the file from customer portal users. There are two possible values for this attribute: "**true**", "**false**". The default for this attribute is "false" except for the Case Files custom page.

g) allowedFileExtensions (optional)

You can use this option, if you want to limit the file types to be uploaded into selected object's S-Drive attachments and folders. Semicolon separated list of file extensions that are allowed to upload. This attribute is optional and leaving this empty will allow all kind of files to be uploaded. For example: "*.jpg;*.txt" will limit the files to be uploaded to jpg and txt files.

h) relationshipName (optional)

Master-detail relation used for selected standard/custom object. This attribute is optional and default value is "Parent__r".

i) currentFolderId (optional)

Id of the parent folder for the files to be uploaded. It is not provided by default.

j) isUsePopup (optional)

Set this attribute to true if you defined useUploadAsPopup attribute to true on the AttachmentComponent. The default for this attribute is false. This value overrides the "Default Upload Manager" configuration in "S-Drive Configuration".

k) returnUrl (optional)

Set this attribute to a url to be directed this return page after closing upload screen.

l) debug (optional)

Set this attribute to true to enable logs debugging on bottom of upload screen. The default for this attribute is false.



Notes

You can add *&debug=true query* parameter on the URL of upload page to enable log debugging.

If you want to get more information about component attributes, you can click "**Component References**" button and find **cg:HtmlUploadComponent** reference from the list (Figure 50-d).

After setting the page based on above component attributes, click "**Save**" button.

Lastly set the security for your page on other profiles. Go to **Setup -> App Setup -> Develop -> Pages** and click **Security** link next to your page name (Figure 51).

Action	Label	Name	Namespace Prefix	Api Version	Description
Edit Delete Security	MyCaseHtmlUploadPage	MyCaseHtmlUploadPage	cg	33.0	

Figure 51

Move all profiles (or select based on your needs) from "Available Profiles" to "Enabled Profiles" as shown in Figure 52. If you skip this step, your users that belong to the disabled profiles will see an error page like Figure 34.

Figure 52

Now we have a custom HTML upload page. At this point, you can use this HTML upload page wherever you want like below figure (Figure 53) if you give appropriate parameters.

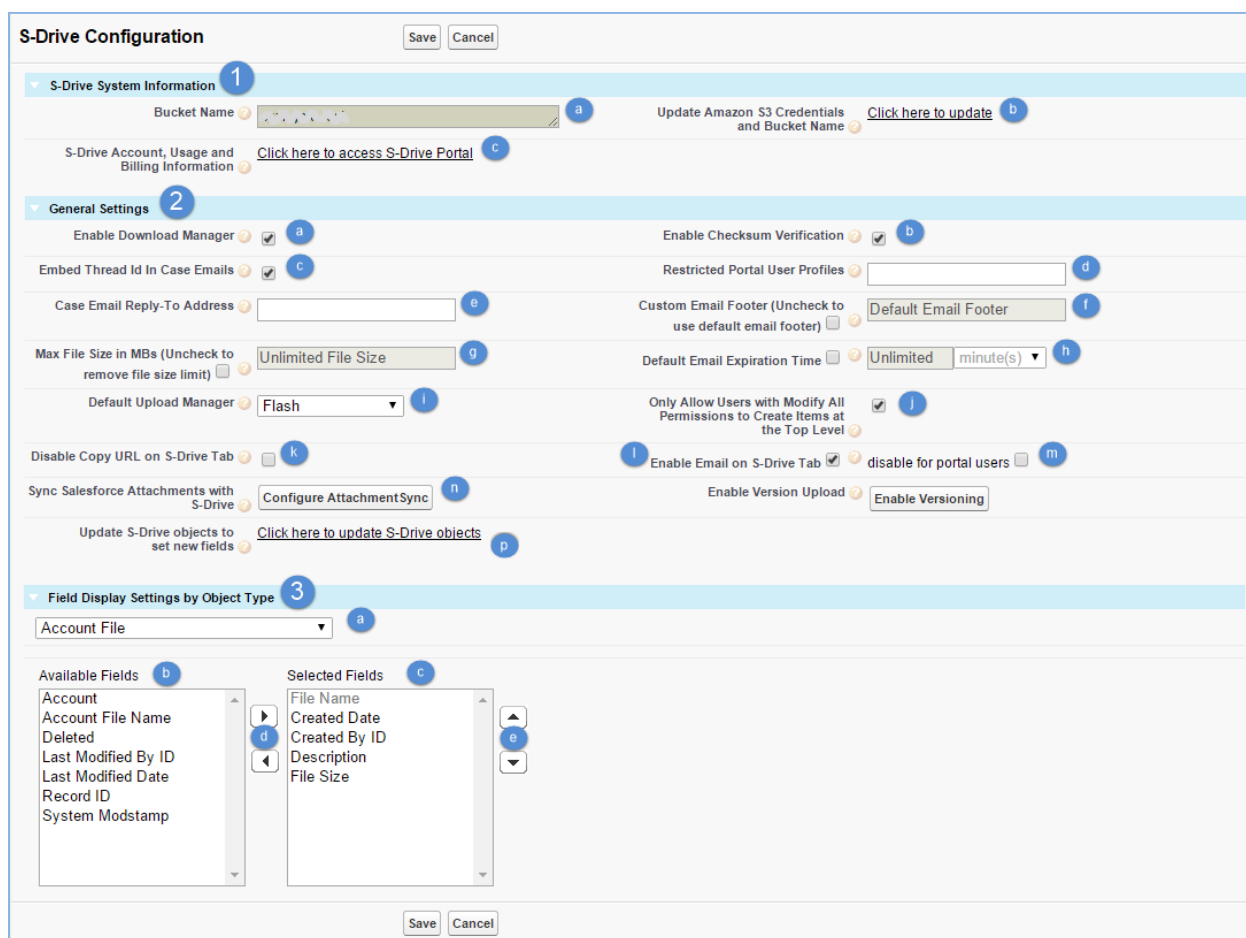
Figure 53

B. S-Drive Configuration

Organization administrators can use S-Drive Configuration to set organization-wide configurations and get information about S-Drive credentials, usage and billing.

You can refer to the "**B. Displaying "S-Drive" and "S-Drive Configuration" Tabs**" section of "**S-Drive Installation Guide**" to display "**S-Drive Configuration**" tab in your custom app.

S-Drive Configuration is separated into three sections: "**S-Drive System Information**", "**General Settings**", and "**Field Display Settings by Object Type**" (Figure 54).



The screenshot displays the S-Drive Configuration interface, which is organized into three main sections:

- S-Drive System Information (Section 1):** This section includes fields for "Bucket Name" (a), "Update Amazon S3 Credentials and Bucket Name" (b), and "S-Drive Account, Usage and Billing Information" (c). There are also links for "Click here to access S-Drive Portal" and "Click here to update".
- General Settings (Section 2):** This section contains various configuration options:
 - Enable Download Manager** (a) and **Enable Checksum Verification** (b) are checked.
 - Embed Thread Id In Case Emails** (c) is checked.
 - Case Email Reply-To Address** (e) is a text field.
 - Max File Size in MBs (Uncheck to remove file size limit)** (g) is set to "Unlimited File Size".
 - Default Upload Manager** (i) is set to "Flash".
 - Restricted Portal User Profiles** (d) is a text field.
 - Custom Email Footer (Uncheck to use default email footer)** (f) is a text field.
 - Default Email Expiration Time** (h) is set to "Unlimited" minutes.
 - Only Allow Users with Modify All Permissions to Create Items at the Top Level** (j) is checked.
 - Disable Copy URL on S-Drive Tab** (k) is unchecked.
 - Enable Email on S-Drive Tab** (l) is checked, with a sub-option "disable for portal users" (m) which is unchecked.
 - Sync Salesforce Attachments with S-Drive** (n) is set to "Configure AttachmentSync".
 - Update S-Drive objects to set new fields** (p) has a link "Click here to update S-Drive objects".
 - Enable Version Upload** (o) is set to "Enable Versioning".
- Field Display Settings by Object Type (Section 3):** This section allows configuring the display of fields for different object types. The "Account File" object type is selected (a). The "Available Fields" list (b) includes: Account, Account File Name, Deleted, Last Modified By ID, Last Modified Date, Record ID, and System Modstamp. The "Selected Fields" list (c) includes: File Name, Created Date, Created By ID, Description, and File Size. Arrows (d, e) are used to move fields between the two lists.

At the bottom of each section, there are "Save" and "Cancel" buttons.

Figure 54

1. S-Drive System Information

This section contains system-wide information for S-Drive. You can display your **bucket name**, **update Amazon S3 credentials and bucket name**, **display S-Drive account, usage and billing information** using this section.

To update your Amazon S3 credentials and bucket name that are used for S-Drive, you need to click the link (Figure 54-1-b). It will open "**Amazon S3 Credentials and Bucket Configuration**" page:

1. Type valid "**Amazon Secret Key**" and "**Access Key**", then click "**Configure Amazon S3 Credentials**" button (Figure 55). If you successfully configure the credentials, you can update your Amazon S3 Bucket Name.

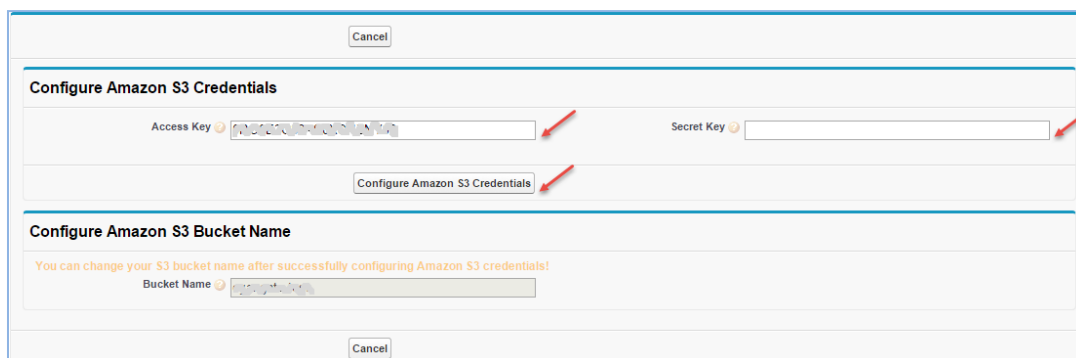


Figure 55

2. Select "**Use my bucket**" or "**Create a new bucket**" option. If you select "**Use my bucket**" option (Figure 56), you must select one of the bucket names from the list (that is retrieved from your Amazon S3 account).

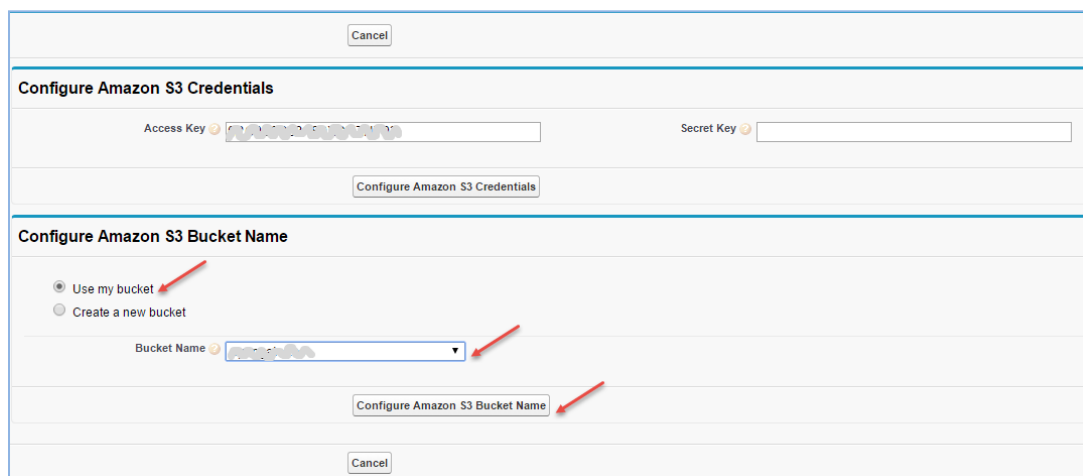


Figure 56

If you don't have any S3 bucket or you want to use a newly created bucket, you can create a new bucket using this screen. To do this, select "**Create a new bucket**" option, type the new bucket name and select the region name to create the bucket on this endpoint location. Finally click "**Configure Amazon S3 Bucket Name**" button (Figure 57).

The screenshot shows a web interface for configuring S3 Drive. It is divided into two main sections. The top section, 'Configure Amazon S3 Credentials', contains input fields for 'Access Key' and 'Secret Key', and a 'Configure Amazon S3 Credentials' button. The bottom section, 'Configure Amazon S3 Bucket Name', contains two radio buttons: 'Use my bucket' and 'Create a new bucket'. The 'Create a new bucket' option is selected and highlighted with a red arrow. Below the radio buttons are a 'Bucket Name' input field and a 'Region Name' dropdown menu. The 'Bucket Name' field is also highlighted with a red arrow. The 'Region Name' dropdown menu is open, showing a list of regions with 'US East (N. Virginia)' selected, highlighted with a red arrow. The dropdown list includes: US East (N. Virginia), US West (Oregon), US West (N. California), EU (Ireland), Asia Pacific (Singapore), Asia Pacific (Tokyo), Asia Pacific (Sydney), and South America (São Paulo). There are 'Cancel' buttons at the top and bottom of the interface.

Figure 57

**Note**

1. We recommend you create a new bucket for this step. If you use your old bucket, it's versioning SHOULD NOT be enabled on Amazon S3. To be sure about that, sign in to your AWS account, select your bucket and check bucket properties.
2. IAM users which assigned them individuals security credentials must have some permissions to activate and use S-Drive.

The minimum policy example is below:

```
{
  "Version": "2012-10-17",
  "Statement": [
    {
      "Effect": "Allow",
      "Action": [
        "s3:*"
      ],
      "Resource": [
        "arn:aws:s3:::sdrive-bucket/*"
      ]
    },
    {
      "Effect": "Allow",
      "Action": [
        "s3:ListAllMyBuckets"
      ],
    }
  ]
}
```

```

    "Resource": [
      "arn:aws:s3:::*"
    ]
  },
  {
    "Effect": "Allow",
    "Action": [
      "s3:PutBucketCORS"
    ],
    "Resource": [
      "arn:aws:s3:::sdrive-bucket"
    ]
  },
  {
    "Effect": "Allow",
    "Action": [
      "s3:GetBucketLocation"
    ],
    "Resource": [
      "arn:aws:s3:::sdrive-bucket"
    ]
  }
]
}

```

To get more information about your S-Drive account click the **"Click here to access S-Drive"** link (Figure 54-1-c). It will open <https://portal.sdriveapp.com> page. For more information about creating free S-Drive account and connecting your organization to S-Drive, please refer to *"S-Drive Portal Guide"* document.

2. General Settings

This section allows a system administrator to change several system wide configuration options.

a. Enable Download

This configuration enables "Download", "Open" and "Zip & Download" for S-Drive Folders.

b. Enable Checksum Verification

If you want to make sure the files downloaded using Download Manager are not corrupted, you need to enable checksum verification. This may increase the time to download files however, this option guarantees that your files are intact during downloads.

c. Embed Thread Id in Case Emails

By setting this configuration, it adds thread id into the email of the case file. So, replies to that e-mail message are recorded in the Activity History of the same case and attachments in the replies are saved in the same case. This configuration is useful for the organizations that are using S-Drive Email Agent.

d. Restricted Portal User Profiles

These are Salesforce.com user profiles that are specifically for portal users. User profiles can be "Standard", "Partner", "High Volume Portal", "Customer Portal User", "Customer Portal Manager" and must be separated by comma. By specifying a profile in this configuration, you can prevent access to "private" content for these profiles.

e. Case Email Reply-To Address

Reply-to address for case related emails sent out via S-Drive. Usually this email address is the general support email address. This configuration is useful for the organizations that are using S-Drive Email Agent.

f. Custom Email Footer

This configuration will allow a system administrator to change the system wide S-Drive Email footer. The default email footer that is added to your email messages is **"Attachment is stored online at S-Drive. To open this file, just click the link above."**

g. Max File Size in MBs

This configuration will allow a system administrator to change the system wide behavior of max file size limit for uploads. File size limit is actually 5TB per file; however, due to Flash plug-in and browser limitations, the practical limit for file upload size via the browser is 2GBs. With this option, the user will be limited to a file size for each file. So, if you set maximum file size to "10". Users won't be able to upload files greater than 10 MBs.

You need to set this option in megabytes (MB). So if you want to limit the size to 12 MB, Max File Size option must be 12. If you want to set it to 1 gigabyte (GB), you need to set it to 1024, if you want it to be 0 byte, you need to set it to 0 etc. If you don't want to specify a file size limit, uncheck the checkbox.

If users try to upload a file greater than the limit, they will see an error message like below saying "Files greater than XYZ cannot be uploaded! (File name, File size)" (Figure 58):

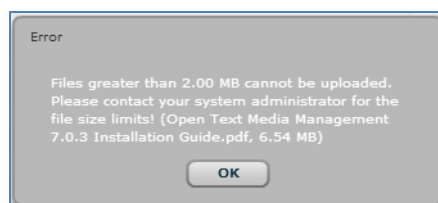


Figure 58

Note that this option is account-wide. So, this setting will be applied to all S-Drive Attachments and S-Drive Folders. Users won't be able to upload files greater than allowed file size limit. Also note that this won't affect previously uploaded files.

h. Default Email Expiration Time

This configuration will allow a system administrator to change the system wide S-Drive Default Email Expiration Time. If you do not set this value "Never Expires" is selected by default in the email screen. If you set a value, it will be displayed to all users that are using email screen (Figure 59). Users can always modify the email expiration time while sending the emails.

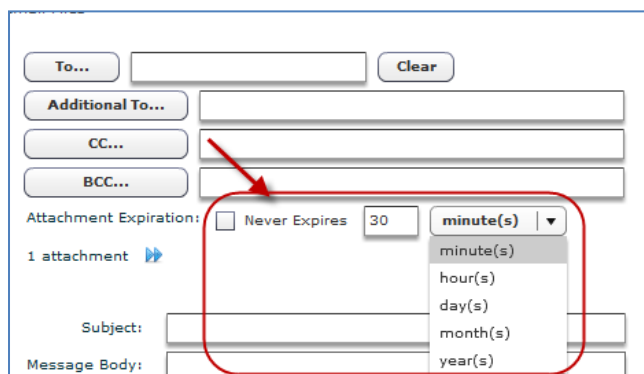


Figure 59

i. Default Upload Manager

This configuration is used to set the default upload manager for the whole organization. Possible values are "Html", "Html with Popup" (Figure 60). Default value is "Html".



Note

Flash and Java upload has been deprecated in S-Drive with 2.0.

The screenshot shows a configuration window for S-Drive. At the top, there is a partially visible checkbox labeled 'Remove the size limit'. Below it, there are four rows of settings:

- Default Upload Manager**: A dropdown menu with 'Html' selected. A tooltip is visible showing 'Html' and 'Html with Popup' as options.
- Disable Copy URL on S-Drive Tab**: A checkbox that is currently unchecked.
- Copy URL expiration date**: A text input field containing '20' and a dropdown menu with 'year(s)' selected.
- Enable Version Upload**: A button labeled 'Version Enabled'.

Figure 60

j. Only Allow Users with Modify All Permissions to Create Items at the Top Level

This configuration is used to only allow users with "Modify All" permissions (mostly system administrators) to create items at the top level (Home). If this is unchecked all users can create files/folder at the top-level if they have enough permissions. If this is checked standard users won't be able to see "Create Folder" and "Upload File(s)" buttons in the "Home" page of "S-Drive Folders".

k. Disable Copy URL on S-Drive Tab

This configuration is used to disable Copy URL item menu action for S-Drive tab ("S-Drive Folders"). Default is enabled (unchecked).

l. Copy URL Expiration Date

This configuration is used to set expiration date for copied URLs. Copy URL action can be found in item actions next to each file in file list.

m. Enable Email on S-Drive Tab

This configuration is used to enable Email feature for S-Drive tab ("S-Drive Folders"). Default is enabled (checked).

n. Disable for portal users

This configuration is used to disable email feature only for portal users if it is enabled for internal users. So, if it is disabled for all users ("Enable Email on S-Drive Tab" is checked), it cannot be checked/unchecked.

o. Sync Salesforce Attachments with S-Drive

This configuration is used to configure syncing Salesforce Attachments for any standard/custom object with S-Drive. After configuring Attachment Sync, new attachment will be uploaded to S-Drive automatically. You can also configure deleting the Salesforce attachments after successful configuration (Figure 61).

If you want to enable attachment sync for an object, select the "Object" from the "Synced Objects" section and select the "Object File" to be used for syncing and check "Enabled" checkbox. Please note that this list gives all the objects that are configured to be used with S-Drive. If you want to

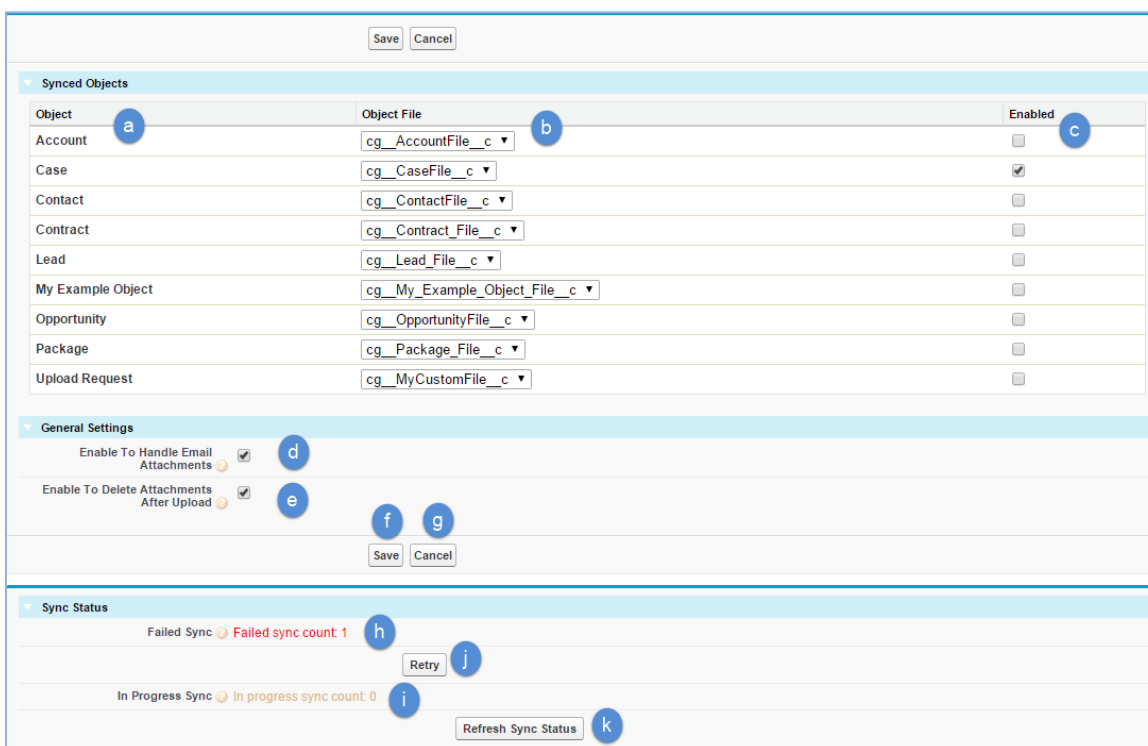
enable Salesforce Attachments to S-Drive Attachments sync, you just need to check the related "Enabled" checkbox (Figure 61-a, Figure 61-b, Figure 61-c).

In "General Settings" section you can enable handling attachments in email messages by checking **"Enable to Handle Email Attachments"** (Figure 61-d). You can check **"Enable to Delete Attachments After Upload"** configuration, if you want to delete the Salesforce Attachments after successfully syncing to S-Drive Attachments (Figure 61-e). If you uncheck this option, both Salesforce Attachments and S-Drive Attachments will be available after syncing.

You can save the configuration by clicking **"Save"** button (Figure 61-f).

In **"Sync Status"** section, you can see failed sync job and progressing sync job counts and retry failed jobs. The **"In Progress Sync"** (Figure 61-i) displays in progress attachment sync job count. The **"Failed Sync"** (Figure 61-h) displays failed attachment sync job count. You can retry the failed attachment sync jobs by clicking **"Retry"** (Figure 61-j) button. After clicking this button, you can see updated sync status (Figure 62). You can refresh the failed and progressing attachment sync count status by clicking **"Refresh Sync Status"** (Figure 61-k) button. After clicking this button, sync status will be updated (Figure 62).

You can inspect individual **"AttachmentSync"** objects to see more details and see **"Attachment Sync"** section of this document for more details about the sync process.



The screenshot displays the S-Drive configuration interface with three main sections: Synced Objects, General Settings, and Sync Status. The Synced Objects section contains a table with columns for Object, Object File, and Enabled. The General Settings section includes checkboxes for handling and deleting email attachments. The Sync Status section shows counts for failed and in-progress syncs, along with buttons for retrying and refreshing the status.

Object	Object File	Enabled
Account	cg_AccountFile_c	<input type="checkbox"/>
Case	cg_CaseFile_c	<input checked="" type="checkbox"/>
Contact	cg_ContactFile_c	<input type="checkbox"/>
Contract	cg_Contract_File_c	<input type="checkbox"/>
Lead	cg_Lead_File_c	<input type="checkbox"/>
My Example Object	cg_My_Example_Object_File_c	<input type="checkbox"/>
Opportunity	cg_OpportunityFile_c	<input type="checkbox"/>
Package	cg_Package_File_c	<input type="checkbox"/>
Upload Request	cg_MyCustomFile_c	<input type="checkbox"/>

General Settings

- Enable To Handle Email Attachments: ☒
- Enable To Delete Attachments After Upload: ☒

Sync Status

- Failed Sync: Failed sync count: 1
- In Progress Sync: In progress sync count: 0

Figure 61

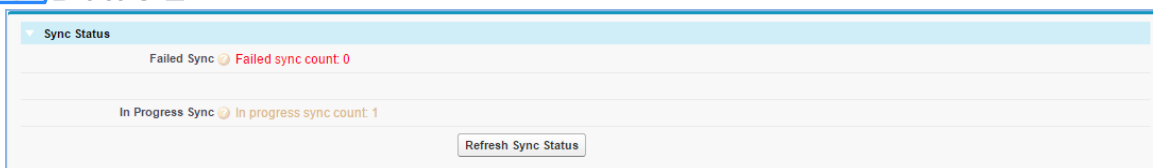


Figure 62

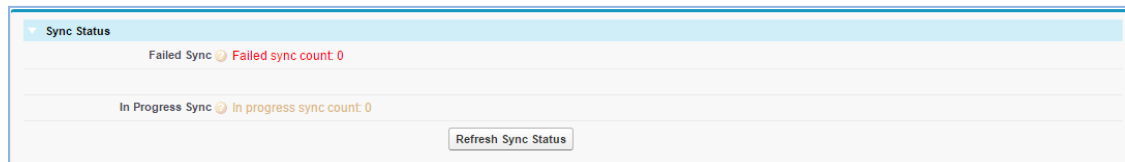


Figure 63

p. Enable Version Upload

This configuration is used to activate versioning. After enabling versioning, S-Drive will allow you to upload different versions of files. You will be able to see and also manage the versions of your files.

Please note that once versioning is enabled, you can't disable.

q. Update S-Drive Objects to Set New Fields

This configuration is used to populate new S-Drive 2.0 field values for old S-Drive files. These fields are **Key**, **Version Id**, **Version Description** and **Is Latest Version**. This configuration is used to update Key values for old S-Drive files. If you upgrade from 1.24 or 1.25 to 2.0, Key values need to be populated for selected objects. When you click this configuration, a page will be opened and display the S-Drive related objects which you have files before upgrading 2.0. Check **"Set Fields"** for all objects and click **"Update"** button. If you are a new user, you don't need this configuration (Figure 64).

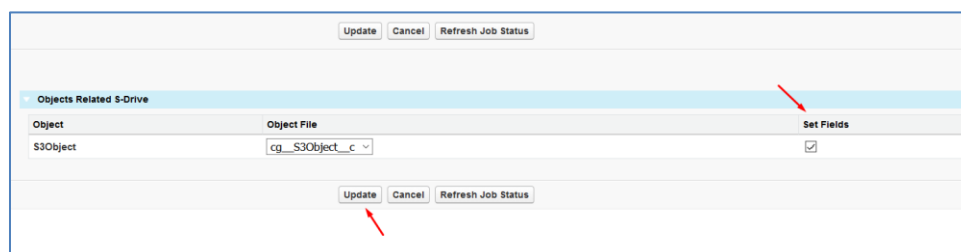
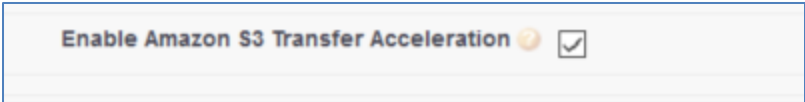


Figure 64

r. Enable Amazon S3 Transfer Acceleration

This configuration is used to enable/disable S3 Transfer Acceleration feature. Amazon S3 Transfer Acceleration is a faster way to move data into your Amazon S3 bucket over the internet. It is designed to maximize transfer speeds when you need to move data over long distances, for instance, across countries, or continents to your Amazon S3 Bucket. Transfer Acceleration takes advantage of Amazon CloudFront's globally distributed edge locations. As the data arrives at an edge location, data is routed to Amazon S3 over an optimized network path.

A screenshot of a configuration window titled 'S-DRIVE'. Inside the window, there is a section labeled 'Enable Amazon S3 Transfer Acceleration' followed by a yellow circular icon with a checkmark and a checkbox that is currently checked. The window has a light gray border and a white background.

Enable Amazon S3 Transfer Acceleration ☺ ☒

Figure 65

You might want to use Transfer Acceleration on a bucket for various reasons, including the following:

- You have customers that upload to a centralized bucket from all over the world.
- You transfer gigabytes to terabytes of data on a regular basis across continents.
- You underutilize the available bandwidth over the Internet when uploading to Amazon S3.

When you enable Amazon S3 Transfer Acceleration using S-Drive Configuration Tab, it will also be enabled in Amazon Web Services and you will have a new S3 bucket endpoint in the form “BUCKET_NAME.s3-accelerate.amazonaws.com”. Afterwards, S-Drive starts using this endpoint for uploads and downloads. You can see the transfer acceleration at bucket properties and you can enable/suspend S3 Transfer acceleration using AWS Management Console. But, whatever the status is your acceleration endpoint in your bucket, it must be the same in S-Drive. We recommend you, enable/suspend acceleration endpoint only using S-Drive. To see this bucket property, click on S3 service and then click on your bucket name from AWS Console and click on “Properties” tab at top right corner (Figure 66).

None Properties Transfers

Bucket: mysdriveawsbucket

- Permissions
- Static Website Hosting
- Logging
- Events
- Versioning
- Lifecycle
- Cross-Region Replication
- Tags
- Requester Pays
- Transfer Acceleration

Enabling Amazon S3 Transfer Acceleration on this bucket will provide you with a new endpoint that you can use in your applications for faster data transfers from and to Amazon S3. Unlike data transfers using regional and global Amazon S3 endpoints, data transfers using an Amazon S3 Transfer Acceleration endpoint will incur an additional fee.

Endpoint: mysdriveawsbucket.s3-accelerate.amazonaws.com

Suspend

Want to compare your data transfer speed by region?

Figure 66



Notes

When using Transfer Acceleration, additional charges may apply for transfer where Transfer Acceleration can potentially improve performance. For more information about pricing, see [Amazon S3 Pricing](#). S-Drive won't charge you for this service.

Only HTML Upload Manager supports Amazon S3 Transfer Acceleration. When you enable acceleration endpoint, it will be used for both downloads and uploads in S-Drive. To learn more about S3 Transfer Acceleration, please visit [here](#).

s. Configure Preview and Thumbnail

You can find this configuration under General Settings section in S-Drive Configuration Tab. To open this configuration, click on "Configure Preview & Thumbnail" button (Figure 67). Using this configuration;

- You can enable/disable preview and thumbnail conversion per object.
- You can enable/disable preview and thumbnail conversion per file type.
- You can monitor conversion status and retry failed conversions.

- You can generate preview and thumbnail of pre-existing S-Drive Attachments.

General Settings

Enable Download Manager ☒

Embed Thread Id In Case Emails ☒

Case Email Reply-To Address

Max File Size in MBs (Uncheck to remove file size limit) ☒ Unlimited File Size

Default Upload Manager

Disable Copy URL on S-Drive Tab ☐

Sync Salesforce Attachments with S-Drive

Update S-Drive objects to set new fields

Enable Checksum Verification ☐

Restricted Portal User Profiles

Custom Email Footer (Uncheck to use default email footer) ☐ Default Email Footer

Default Email Expiration Time month(s)

Only Allow Users with Modify All Permissions to Create Items at the Top Level ☒

Enable Email on S-Drive Tab ☒ disable for portal users ☐

Enable Version Upload

Enable Amazon S3 Transfer Acceleration ☒

Preview & Thumbnail ☒

Figure 67

Enable Preview and Thumbnail Per Object Related S-Drive

After a successful file upload, S-Drive can generate preview and thumbnail of your file, if this feature is enabled on your object and file types are configured. To enable preview and thumbnail on your object, you should click on the enabled checkbox next to the object and save it (Figure 68). To disable it, you should uncheck the enabled checkbox and save it. Preview and Thumbnail conversion will not be performed, and your file types configuration will be ignored, if object is not preview and thumbnail enabled.

Objects Related S-Drive

Info: In this section, you can enable/disable Preview and Thumbnail conversion for your objects related S-Drive. To enable it, click on the enabled checkbox next to the object and save the configuration. To disable it, uncheck the enabled checkbox and save the configuration.

Object	Object File	Enabled
Account	cg_AccountFile__c	<input checked="" type="checkbox"/>
Case	cg_CaseFile__c	<input checked="" type="checkbox"/>
Contact	cg_ContactFile__c	<input checked="" type="checkbox"/>
Contract	cg_Contract_File__c	<input type="checkbox"/>
Lead	cg_Lead_File__c	<input type="checkbox"/>
My Example Object	cg_My_Example_Object_File__c	<input type="checkbox"/>
Opportunity	cg_OpportunityFile__c	<input checked="" type="checkbox"/>
Package	cg_Package_File__c	<input type="checkbox"/>
S3Object	cg_S3Object__c	<input checked="" type="checkbox"/>
Upload Request	cg_MyCustomFile__c	<input type="checkbox"/>

Warning: Additional S3 storage will be consumed by the previews and thumbnails.

Figure 68

Enable Preview and Thumbnail Per File Type

You can choose which file types will be allowed for preview and thumbnail conversion on your objects related S-Drive. To enable a file type, select your object from **“Object Types”** select list and move desired file type from **“Conversion Available File Types”** box to **“Conversion Allowed File Types”**. Then save configuration before changing the object type. To disable a file type, move desired file type from **“Conversion Allowed File Types”** box to **“Conversion Available File Types”**. Then save configuration (Figure 69).

File Types To Be Converted

In this section, you can configure which one of the file types should be considered for Preview and Thumbnail conversion on your preview enabled objects. For example, If you enable Account File object above and if you allow conversion of a 'jpg' and 'mp4' file for Account File Object in this section, a preview and a thumbnail will be generated after a 'jpg' or 'mp4' file upload to Account File Object and you will be able to display or stream them in your page. File types configuration will be ignored and conversion will not be performed if the object is disabled above. To configure file types, select an object from the selectlist below and move desired file types from Available List to Allowed list. Then save the configuration. S-Drive has already configured some common file types for you!

Object Types
Case File

Conversion Available File Types	Conversion Allowed File Types
3fr	avi
3g2	doc
3gp	docx
3gpp	gif
abw	jpeg
ai	jpg
arw	mov
bmp	mp4
cavs	mpeg
cdr	mpg

Please save the current configuration before changing the object type.

Save Cancel

Figure 69

“Conversion Available File Type” is a file type that S-Drive can generate its preview and thumbnail but needs your permission to perform conversion. That’s why you should allow the file type by adding it to **“Conversion Allowed File Types”** box. S-Drive has already pre-configured some common file types for you. If you preview and thumbnail enable an object and do not configure a file type for it (accept the defaults), “avi, doc, docx, gif, jpeg, jpg, mov, mp4, mpeg, mpg, pdf, png, ppt, pptx, psd, wmv, xls, xlsx” types will be auto enabled. You can allow more file types or disallow some of them.

Let’s say you have enabled “Case File” object for preview and thumbnail conversion and also enabled “jpg” and “mp4” types for Case File. If you upload a “jpg” file to Case File object, you will be able to display its preview and thumbnail. If you upload an “mp4” file to Case File, you will be able to stream

it. In this case, no conversion will be performed for any other (not allowed) file type even if your object is preview and thumbnail enabled.

Monitor Conversion Status

In this section, you can monitor status of your preview and thumbnail conversions and retry failed ones (Figure 70). For more information, you can create “Preview” object tab and check related records.

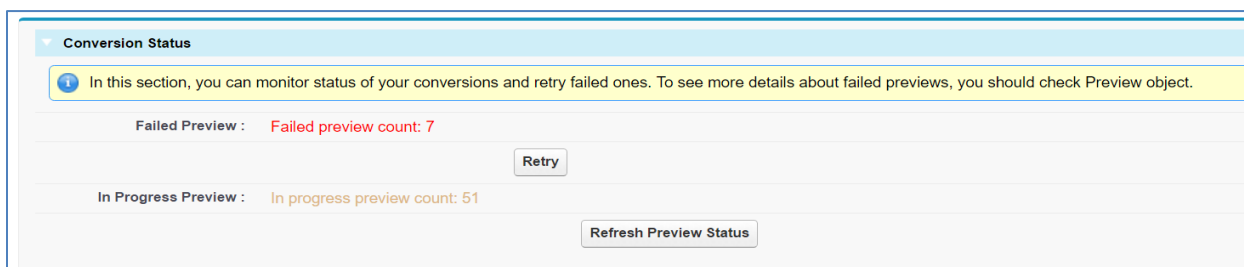


Figure 70

Generate Preview and Thumbnail of Pre-existing S-Drive Attachment

If you already have attachments in S-Drive before preview and thumbnail feature released, then you can bulk generate preview and thumbnail of your pre-existing attachments. First, you must preview and thumbnail enable your object and configure file types for it, then you should click on the “Go” button in “Generate Preview and Thumbnail of Pre-existing Attachment” section (Figure 71).

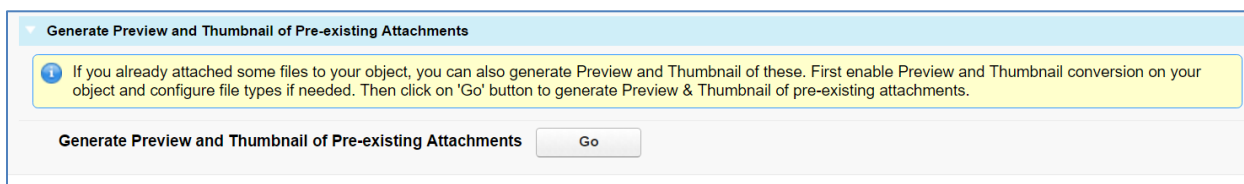


Figure 71

Then a visual force page will be loaded. In this page, you should select “Create” checkbox next your object and then you should click on “Generate P&T” button (Figure 72). This will invoke a batch job and S-Drive’s preview and thumbnail service will start conversion.

Generate P&T Cancel Refresh Job Status

▼ Preview Enabled Objects Related S-Drive

ℹ To create Preview & Thumbnail of existing files of an object, select Create checkbox next to an object and click on Generate P&T button.

Object	Object File	Create
Account	cg_AccountFile_c ▼	<input type="checkbox"/>
Case	cg_CaseFile_c ▼	<input checked="" type="checkbox"/>
Contact	cg_ContactFile_c ▼	<input type="checkbox"/>
Opportunity	cg_OpportunityFile_c ▼	<input type="checkbox"/>
S3Object	cg_S3Object_c ▼	<input checked="" type="checkbox"/>

⚠ Additional S3 storage will be consumed by the previews and thumbnails.

Generate P&T Cancel Refresh Job Status

Figure 72

There two main requirements to generate preview and thumbnail of a file.

- Object must be preview and thumbnail enabled.
- Type of attached file must be allowed for conversion on your object.

Important Note: Additional AWS S3 storage will be consumed by the previews and thumbnails. Also, you can check conversion pricing at <https://www.sdriveapp.com/pricing/>. Once S-Drive 2.0 installed into your organization, S-Drive Folders (S3Object) will be auto enabled for preview and thumbnail conversion of upcoming “avi, doc, docx, gif, jpeg, jpg, mov, mp4, mpeg, mpg, pdf, png, ppt, pptx, psd, wmv, xls, xlsx” file types. You can change this configuration if you want to.

3. Field Display Settings by Object Type

This section allows a system administrator to change field display settings of S-Drive Attachment and S-Drive Folders objects. By default, S-Drive Attachments sections of all objects have these columns: "File Name", "Created Date", "Created By ID", "File Size", "Description" (Figure 73).

File Name	Created Date	Created By ID	File Size	Description
My Test File.txt	8/9/2011 8:11 AM	CyanGate CyanGate	21 bytes	

Figure 73

You can add several custom fields to the object file (See 2. Creating Custom Object Files section) and customize your attachments screen columns based on your custom fields.

To set the field display settings for an object, select the object from drop-down. Select the fields from "Available Fields" and click left arrow button to move these fields to the "Selected Fields" section. You can also change the order of the fields by using Up-Down arrows. Click "Save" button to save changes. (Figure 74). Note that you cannot change the first column of the file list, it is fixed as the "File Name" field.

Note that you can configure custom fields for S-Drive Folders (S3Object) after v2.0.

Figure 74

You should see the "You have successfully saved configuration changes!!!" message at the top of the S-Drive Configuration page (Figure 75).

Figure 75

Now if you go to your custom object's page, you should see the displayed fields are changed (Figure 76).

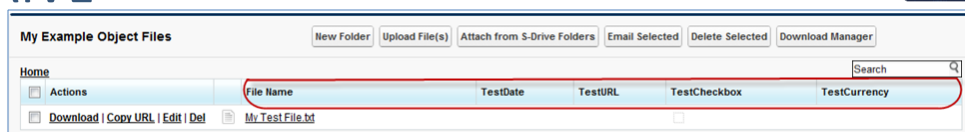


Figure 76

Widgets will be displayed based on your selection in the upload screen (Figure 77):

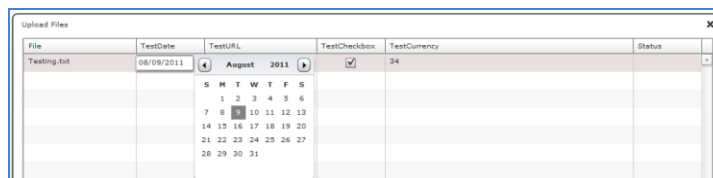


Figure 77

And if you edit the files, you will also see the correct widgets based on the types of the fields (Figure 78):

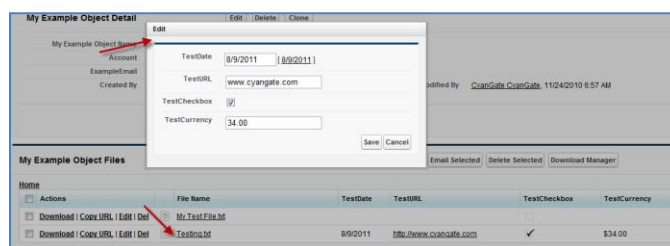


Figure 78

4. Hidden Custom Settings

This section explains the hidden custom settings that are not exposed to the end users via "S-Drive Configuration" page. You can manage these configuration objects via **Setup -> App Setup -> Develop -> Custom Settings** menu. Then you can click **"Manage"** next to the **"SDriveConfig"** label and add these custom settings with appropriate values.

MultipartUploadThresholdSize: This configuration is used for HTML Upload and Java Upload Widget to decide normal upload or multipart upload based on the file size. Default is 5 MB. So, files above 5 MB (or configured value) will be uploaded via multipart upload mechanism, below 5 MB (or configured value) will be uploaded via normal upload mechanism that is used same way in Flash Upload Widget.

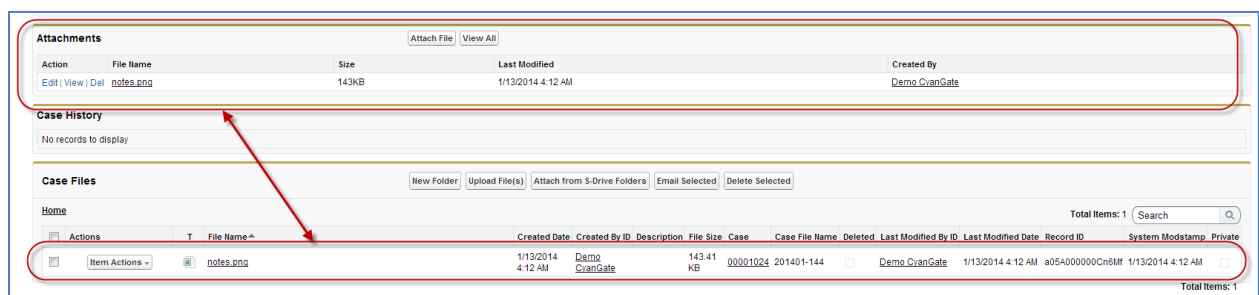
MultipartUploadPartSize: This configuration is used for HTML Upload and Java Upload Widget to split the file to be uploaded into parts for multipart upload. Default is 5 MB. This value can be between 5 MB and 5120 MB. So if you'll upload a 50 MB file while this configuration is set to 5 MB, it'll split the uploaded file into 10 parts while uploading.

CustomPopupMessage: This configuration is used for HTML Upload to customize the default message in it. If you do not add this configuration, *"Drag files here or click Add (+) button to select files for upload."* message is displayed by default.

Navigate to "**S-Drive Configuration - > General Settings -> Sync Salesforce Attachments with S-Drive**" section to setup Attachment Sync for your account.

Once you configure Attachment Sync with S-Drive, you can start using Attachment Sync features. All attachments uploaded to Salesforce standard attachments will be synced with S-Drive for the selected object. Sync is processed based on a queue, so new items will appear in S-Drive attachments in a few seconds/minutes.

Below is an example screenshot after user uploads an attachment to the Attachments section of the Cases. It creates the S-Drive Attachment immediately.



You should also note that sync operation only happens once the file is uploaded to the Salesforce Attachments section. Deletion or updates to the Salesforce Attachment do not delete or update the synced item in S-Drive Attachments section. Sync is triggered only with addition of a new Salesforce Attachment. Sync is only one way, so any changes to the S-Drive Attachment are not reflected to Salesforce Attachment, after sync those attachments are two distinct objects.

This process also does not sync the previously created Salesforce Attachments before the sync configuration. You can sync those attachments with S-Drive using the "Migrate" option in *S-Drive Admin Tool*.

D. S-Drive Reports

You can create File Activity reports for the S-Drive files. For Accounts, Cases, Contacts, Opportunities and S3Objects reports are enabled by default. For other standard/custom object files you need to create a lookup relationship under File Activity object:

Go to **Setup -> App Setup -> Create -> Objects** and click the **"File Activity"** object name. Scroll to the **"Custom Fields & Relationships"** for the object and click **"New"** button. In **"Step 1. Choose the field type"** screen, select **"Lookup Relationship"** and click **"Next"** button. In **"Step 2. Choose the related object"** screen, select **"Related To"** from the drop-down as your object file (e.g. My Example Object File) and click **"Next"** button. Keep default values for other steps and click **"Save"** button in the last step.

The following file activities are recorded by S-Drive and can be displayed in standard Salesforce.com reports:

1) S-Drive OneClick Download: When user clicks the file name or **"Download"** link in the S-Drive, the activity is saved with "S-Drive OneClick Download" type. This activity does not necessarily mean that the file has been completely downloaded to a user's desktop, instead user has clicked on the "Download" link and the download has been initiated. Since the "One-Click" downloads are handled by the browser, completion of the downloads cannot be tracked.

2) S-Drive CopyUrl Download: When user clicks **"Copy Url"** link in the S-Drive, the activity is saved with "S-Drive CopyUrl Download" type. This activity does not necessarily mean that the URL has been used to download a file, instead a URL has been created by a user.

3) S-Drive Zip & Download: When user starts a download using "Zip & Download", this type of activity is created.

4) S-Drive Email Sent: When user sent an email with attachments using S-Drive, this type of activity is created for each attachment. The comma separated recipients of the email are also stored in the "Additional Details" field of the File Activity.

To create S-Drive Reports, follow these instructions:

1. Click "Reports" tab and click "New Report..." button in the tab (Figure 79).

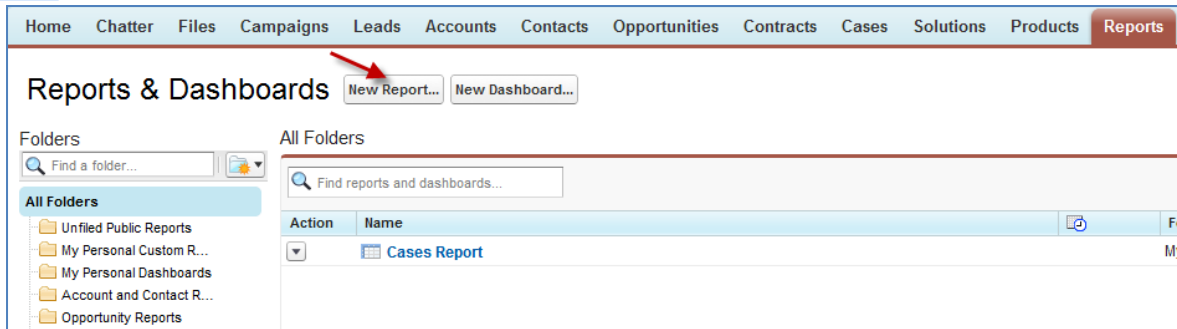


Figure 79

2. In the "Create New Report" screen, "Select Report Type" needs to be selected as "Other Reports". Scroll to the "File Activities" section of the "Select Report Type" and select the report type that you want to create. For example, if you want to get the report for Account Files you need to select "File Activities with Account File" from the list and click "Create" button. (Figure 80).

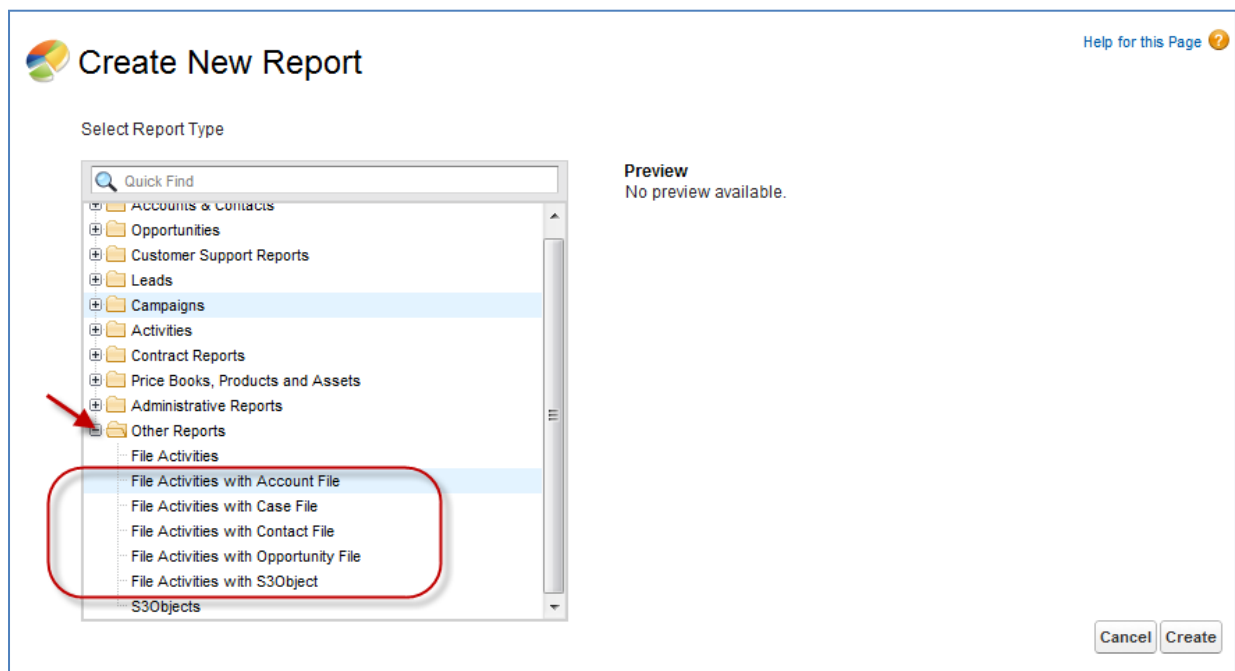


Figure 80

3. After clicking "Create" button, report creation screen will be displayed (Figure 81). You can drag and drop the fields that you want in your report. For example, in the below screenshot it is displaying Account File Name, Account File Size, Activity Type, Additional Details and Created Date columns. You can filter the results using the "Filters" section. To run the report using the actual data, you can click "Run Report" button or you can save the report for future use by clicking "Save" button. Please refer to the Salesforce.com documents about "Reports" for detailed information related to report creation.

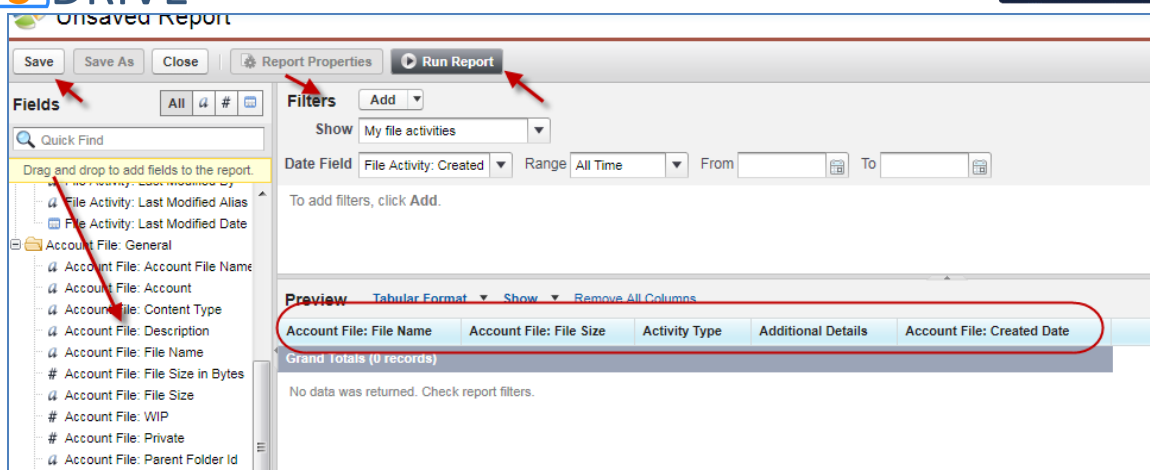


Figure 81

In "S-Drive Reports", two fields are important: "Activity Type" and "Additional Details". Activity types are explained at the beginning of this section. "Additional Details" field is important for the "S-Drive Email Sent" activity type and it stores the recipients of the email sent. You can get the details of the email by checking the contact's (or object's) Activity History.

Here is an example report for the Account Files (Figure 82).

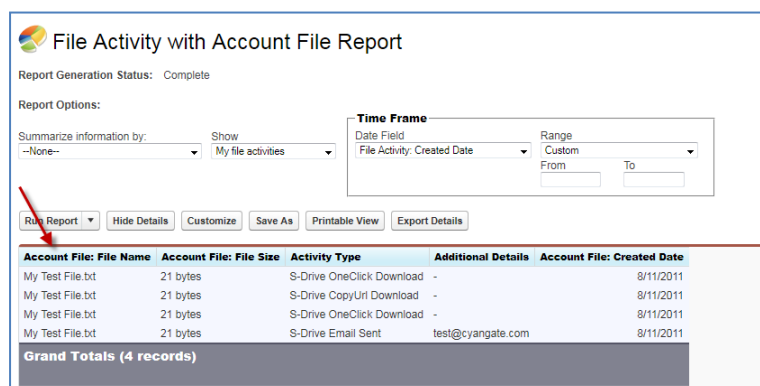


Figure 82



Notes

1. S-Drive Reports can only be run only for the actual files on the system. Deleted files are not included in the reports. Also changes to the files are reflected to the files. This is because objects are kept as references in the system and if that reference is updated/deleted, reference changes.

E. Enabling "Share" Action Menu Item for S-Drive Folders

Sharing individual files/folders is supported in S-Drive. To enable sharing for S3Objects you need to set the organization-wide defaults for S3Objects to "Private and Hierarchy enabled". Click **Setup -> Administration Setup -> Security Controls -> Sharing Settings** (Figure 83).

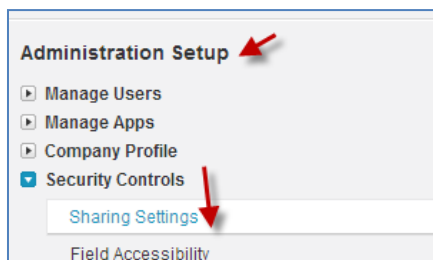


Figure 83

Then click "Edit" button. Set the S3Object's organization-wide sharing defaults to "Private" and check "Grant Access Using Hierarchies" checkbox for this object (Figure 84).

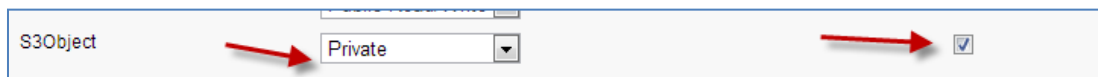


Figure 84

You can refer to the "S-Drive User Guide" for more information about the usage of the "Share" item menu action.

F. Applying Sharing Rules to S-Drive Files/Folders

In S-Drive, sharing is **fully supported for S-Drive Folders** but **not fully supported for S-Drive Attachments**. But, S-Drive is sharing-aware, meaning that it will respect the organization-wide default sharing settings and sharing rules applied on S3Objects and other standard/custom objects.

You can apply organization-wide default sharing settings and sharing rules using **Setup -> Administration Setup -> Security Controls -> Sharing Settings** menu.

There are two sharing options for S3Objects and other standard/custom objects. First option is the **"Organization-Wide Default Sharing Settings"**. And second option is **"Sharing Rules"**.



S-Drive does not remove the buttons and menus from the user interface based on restrictions. This is due to the limitations of Salesforce.com APIs. All restrictions are enforced while users are attempting different operations. For example, if a user tries to delete a file where the user has read only access, the user will be able to click on the "Delete" button for that file, however user will not be able to delete the file and a warning message will indicate that the user does not have sufficient privileges to delete that file.

1. Organization-Wide Default Sharing Settings

You will need to configure "Default Access" and "Grant Access Using Hierarchies" options for sharing (Figure 85).

There are three different levels of default access for S3Object and other standard/custom objects: **Private**, **Public Read Only** and **Public Read/Write**.

There are two possible hierarchy options: **Hierarchy Enabled** and **Hierarchy Disabled**.

Object	Default Access	Grant Access Using Hierarchies
S3Object	Private	<input checked="" type="checkbox"/>

Figure 85

Let's discuss these options:

a. Private and Hierarchy Enabled

Select "**Private**" for the **Default Access** and **check** the box under **Grant Access Using Hierarchies** option.

All users in your company will be able to see their own files. Also, they will be able to see the users' files which belong to a subordinate in the hierarchy.

For example, if X's hierarchy in the system is higher than Y, X can see Y's files, but Y can't see X's files.

Also if two users have the same level in hierarchy, they can't see each other's files.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

b. Private and Hierarchy Disabled

Select "**Private**" for the **Default Access** and **uncheck** the box under Grant Access Using Hierarchies option.

All users in your company will be able to see just their own files.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

c. Public Read Only and Hierarchy Enabled

Select "Public Read Only" for the Default Access and check the box under Grant Access Using Hierarchies option.

All users in your company will be able to see and download all files but there are restrictions for edit, delete, cut, copy and upload.

Users who own the file and users who are above the owning user in the organizational hierarchy can edit the file names, folder names, file descriptions and folder descriptions.

Users can't upload, cut, copy files into other users' folder if there is no hierarchy exception. However, users in higher level in the hierarchy can upload files into a user's folders who is at a lower position in the hierarchy.

Users can't delete files/folders of other user's and can't create sub folders under other user's folders, if there is no hierarchy exception. However, users in higher level in the hierarchy can delete files/folders owned by users at a lower position in the hierarchy.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

d. Public Read Only and Hierarchy Disabled

Select "Public Read Only" for the Default Access and uncheck the box under Grant Access Using Hierarchies option.

All users in your company will be able to see and download all files but there are restrictions for edit, delete, cut, copy and upload.

Only the users who own the file can edit the file names, folder names, file descriptions and folder descriptions.

Users can't upload, cut, copy files into other users' folders.

Users can't delete files/folders owned by other users and can't create sub folders under other users' folders.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

e. Public Read/Write and Hierarchy Enabled

Select "Public Read/Write" for the Default Access and check the box under Grant Access Using Hierarchies option.

This option means there are no sharing restrictions. All users in your company will be able to see, edit, delete, cut, copy, upload and download all files and folders.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

f. Public Read/Write and Hierarchy Disabled

Select "Public Read/Write" for the Default Access and uncheck the box under Grant Access Using Hierarchies option.

This option means there are no sharing restrictions. All users in your company will be able to see, edit, delete, cut, copy, upload and download all files and folders.

Note that these rules do not apply to System Administrators since they have access to all files in the system.

2. Sharing Rules Settings

You can give Read Only or Read/Write access levels to S3Objects and other standard/custom objects using "S3Object Sharing Rule" menu.

Go to **Setup -> Administration Setup -> Security Controls -> Sharing Settings** menu. And scroll down to the "S3Object Sharing Rules" or "other standard/custom object Sharing Rule" section.

Click **"New"** to create a new sharing rule for S3Objects or for other standard/custom object (Figure 86).



Figure 86

After clicking **"New"**, a new screen will be displayed and from this screen you'll be able to set the access level of S3Objects or other standard/custom objects between roles, subordinates and groups (Figure 87).

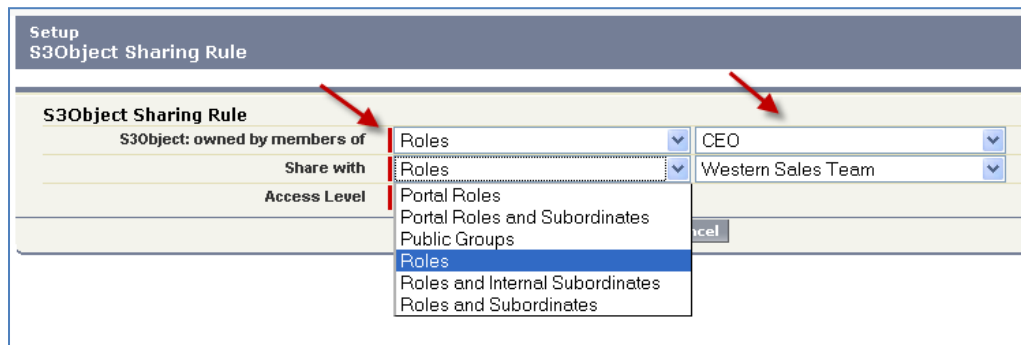


Figure 87

In the example below, we gave *"Western Sales Team users read only access to the files of CEO users"*. Before this setting we set the organization-wide default sharing settings to **"Private and Hierarchy Enabled"** (Figure 88).

S3Object Sharing Rules			
		New	Recalculate
Action	Owned By	Shared With	Access Level
Edit Del	Role: CEO	Role: Western Sales Team	Read Only

Figure 88

Note that sharing rules can only be used to grant wider access to data, not to restrict access.

"Sharing Rules for S3Object or other standard/custom objects" are not supported for "Public Read/Write and Hierarchy Enabled", because this is the widest access option to the data.

Setting data access to the widest and trying to restrict is not supported by Salesforce.com.

So, first you need to restrict data access using "organization-wide default sharing settings". Then, you can apply sharing rules to S3Objects or other standard/custom objects.

3. Alerts for Attachments after Restricting Permissions

After restricting some of the permissions over the standard/custom objects, users will still be able to see custom object files in most cases. However, when they try to upload, edit or delete a file they will get a warning message based on their restricted permissions. Here are some of the example alert boxes your users may see:

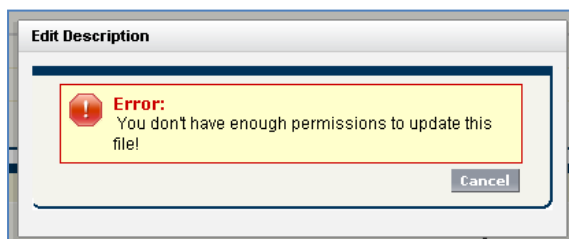


Figure 89

In Figure 89, user tries to edit an object file's description. Because his/her restriction is limited over organization-wide default sharing settings or sharing rules he sees this error message.

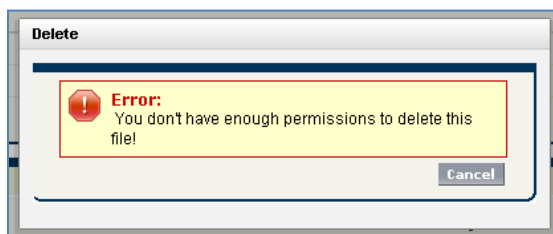


Figure 90

In Figure 90, user tries to delete an object file. Because his/her restriction is limited over organization-wide default sharing settings or sharing rules he sees this error message.

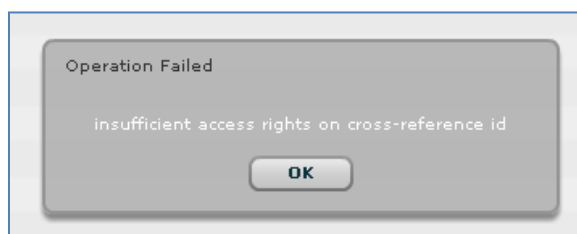


Figure 91

In Figure 91, user tries to upload an object file into an object. Because his/her restriction is limited over organization-wide default sharing settings or sharing rules, he/she sees this failure message while uploading files.

You need to adjust your organization-wide default sharing settings or sharing rules to give access to these files as explained in above sections.

G. Applying Permissions to S-Drive Files/Folders through Profiles

You can apply profile based permissions on custom object files. S-Drive supports four different access levels: *None*, *Read*, *Read + Create + Edit* and *Read + Create + Edit + Delete*. Let's learn how to enable these permissions and discuss these options in detail. For example, if you just enable "Read" feature, users belonging to that profile will just be able to download uploaded files, copy urls of these files and email selected files. They won't be able to upload a file, delete a file or edit a file's description.

To set these profiles based on permissions go to **Setup -> Administration Setup -> Manage Users -> Profiles** menu. Click on the **Edit** link next to the name of the profile you want to edit (Figure 92).

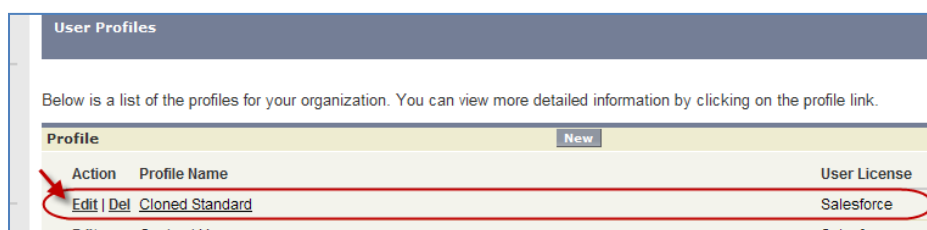


Figure 92

Note that you cannot change the standard profiles' permissions. You may need to clone them before you can edit. To clone them, click the Profile Name as seen in Figure 92 and click "**Clone**" button from new screen. You need to give a new name to your newly cloned profile and now you can edit its properties. After completing the configuration, do not forget to move the users that you want, to this profile.

Inside the Edit screen of the selected profile, scroll down to the "**Custom Object Permissions**" section. You'll see the "**Basic Access**" selections for your custom object files. You will need to check/uncheck these boxes based on your needs (Figure 93). Note that again you can edit "Custom Object Permissions" for just "Custom Profiles". You may need to *clone* your standard profile to be able to edit a profile. Refer to the Salesforce.com documentation for more information.

There are four access levels: **Read**, **Create**, **Edit**, and **Delete**. We'll see examples of these access level combinations in the sub sections.

Custom Object Permissions						
	Basic Access				Data Administration	
	Read	Create	Edit	Delete	View All	Modify All
Account Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Case Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contact Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My Example Objects	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My Example Object Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 93

1. Example 1: No Permission Enabled

	Read	Create	Edit	Delete
My Example Object Files	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 94

If you uncheck all boxes for your standard/custom object file (Figure 94), your users belonging to this profile won't be able to see "My Example Object Files" page block. So they won't be able to do anything with custom object files.

Note: "No Permission Enabled" is not supported for S3Objects custom object.

2. Example 2: Just Read Permission Enabled

If you just set "Read" and unset other permissions for your standard/custom object file (Figure 95), your selected profile users won't be able to:

- upload files
- delete files
- edit descriptions of files

They will be able to:

- email selected files
- download files
- copy the URL of the file to the clipboard.

	Read	Create	Edit	Delete
My Example Object Files	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 95

In "My Example Object Files" page block, Email Selected button will be enabled for selected profile's users. Upload Files(s) and Delete Selected buttons won't be enabled. For each file "Download File" and "Copy URL" links will be visible (Figure 96).

My Example Object Files				Upload File(s)	Email Selected	Delete Selected
<input type="checkbox"/>	Actions	File Name	File Size	Created By		
<input type="checkbox"/>	Download Copy URL	Asia Sales	10 bytes	CyanGate CyanGate		
<input type="checkbox"/>	Download Copy URL	Africa Sales	10 bytes	CyanGate CyanGate		
<input type="checkbox"/>	Download Copy URL	Ankara Sales	10 bytes	CyanGate CyanGate		

Figure 96

If there are no files uploaded by other unrestricted profile users, this profile's users will see a screen similar to Figure 97.

My Example Object Files				Upload File(s)	Email Selected	Delete Selected

Figure 97

3. Example 3: Read, Create and Edit Permissions Enabled

If you set "Read", "Create" and "Edit" permissions and unset "Delete" permission for your standard/custom object file (Figure 98), your selected profile users won't be able to:

- delete files

They will be able to:

- upload files
- edit descriptions of files
- email selected files
- download files
- copy the URL of the files to the clipboard.

	Read	Create	Edit	Delete
My Example Object Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Figure 98

In My Example Object Files page block, Upload Files and Email Selected buttons will be enabled for selected profile's users. Delete Selected button won't be enabled. For each file "Download File", "Copy URL" and "Edit" links will be visible (Figure 99).

My Example Object Files				Upload File(s)	Email Selected	Delete Selected
<input type="checkbox"/>	Actions	File Name	File Size	Created By		
<input type="checkbox"/>	Download Copy URL Edit	Asia Sales	10 bytes	CyanGate CyanGate		
<input type="checkbox"/>	Download Copy URL Edit	Africa Sales	10 bytes	CyanGate CyanGate		
<input type="checkbox"/>	Download Copy URL Edit	Ankara Sales	10 bytes	CyanGate CyanGate		

Figure 99

If there are no files uploaded, this profile's users will see a screen like in Figure 100.



Figure 100

4. Example 4: Read, Create, Edit and Delete Permissions Enabled

If you set "Read", "Create", "Edit" and "Delete" permission for your standard/custom object file (Figure 101), your selected profile users will be able to:

- upload files
- edit descriptions of files
- delete single files
- delete selected files
- email selected files
- download files
- copy the URL of the files to the clipboard.

	Read	Create	Edit	Delete
My Example Object Files	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 101

In "My Example Object Files" page block, Upload Files, Email Selected and Delete Selected buttons will be enabled for selected profile's users. For each file "Download File", "Copy URL", "Edit" and "Delete" links will be visible (Figure 102).

My Example Object Files		Upload File(s)	Email Selected	Delete Selected
<input type="checkbox"/>	Actions	File Name	File Size	Created By
<input type="checkbox"/>	Download Copy URL Edit Del	Asia Sales	10 bytes	CyanGate CyanGat
<input type="checkbox"/>	Download Copy URL Edit Del	Africa Sales	10 bytes	CyanGate CyanGat
<input type="checkbox"/>	Download Copy URL Edit Del	Ankara Sales	10 bytes	CyanGate CyanGat

Figure 102

If there are no files uploaded, this profile's users will see a screen similar to Figure 103.



Figure 103

5. Permission Combinations That Are Not Supported for Attachment Files

Permission combinations other than above examples are not supported by S-Drive and we strongly recommend you not to use unsupported permission combinations.

H. Email "S-Drive Folder" Files from an Object using a Custom Button

Note: This feature can be enabled by using "Attach from S-Drive Folders" button on any S-Drive object. Refer to "Emailing Files" section of S-Drive User Guide.

Instructions for Case Files are provided below, but you can follow the same instructions for Accounts, Contacts, Opportunities or other standard/custom objects:

1. Navigate to **Setup -> Customize -> Cases -> Buttons, Links and Actions**. Click **New Button or Link** button.
2. Fill in **Label** and **Name** fields, select **Display Type**, **Behavior** and **Content Source** areas as in the figure below then type `window.open('apex/cg__Sdrive?objectId={!Case.Id}')` into the formula area. If you would like to open S-Drive page as inline and without header, type `window.open('apex/cg__Sdrive?objectId={!Case.Id}&inline=1')` instead (Figure 104).

The screenshot shows the 'Custom Button or Link Edit' interface for a button named 'Email S-Drive File'. The 'Label' field is 'Email S-Drive File' and the 'Name' field is 'Email_S_Drive_File'. The 'Namespace Prefix' is 'cg'. The 'Display Type' is set to 'Detail Page Button'. The 'Behavior' is 'Execute JavaScript' and the 'Content Source' is 'OnClick JavaScript'. The formula area contains the code: `window.open('apex/Sdrive?objectId={!Case.Id}')`.

Figure 104

3. Click **Save** button.
4. Make sure that you have added the custom button into Case page layout. You can't see the "Email S-Drive File" custom button on Case page, if you do not add to the Case object's page layout.
5. Open a case record and click to the custom button (Figure 105).

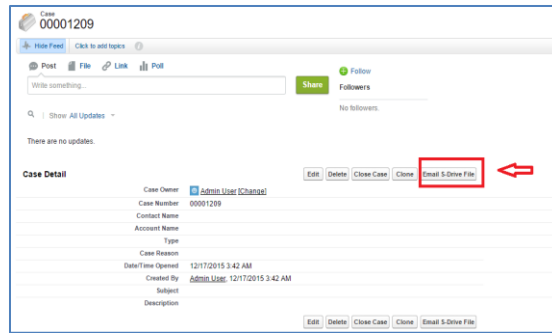


Figure 105

6. Select files to send as an email and click Email button (Figure 106).

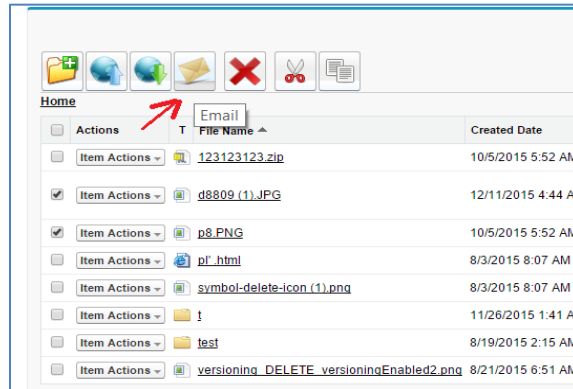


Figure 106

7. You can see that "Related to" field is populated with related Case. Fill in the other fields and click **Send** button (102).

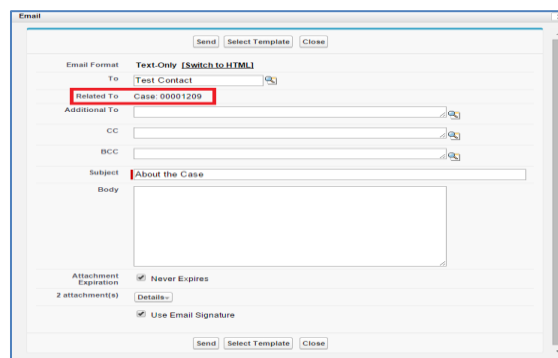


Figure 107

8. You can follow the same instructions for other objects. If you would like to create a custom button on Account, apply all the instructions for Account object and type "objectId={!Account.Id}" into formula area, instead of "objectId={!Case.Id}" while creating a custom button on Account. For any object, type "objectId={!ApiNameOfAnyObject.Id}" into formula area.

I. S-Drive Support

You can contact S-Drive Support team for any questions or problems that you couldn't solve using S-Drive documents:

1. Open a Ticket at Support Site: sdriveapp.com/support
2. Email: sdrive@sdriveapp.com

You can find up-to-date product information, documents, tutorial videos, tools in our web page:
www.sdriveapp.com