

UniSpace

INSTALLATION GUIDE UNISPACE ARCHIVE

adelaide.edu.au

seek LIGHT

UniSpace Archive - Links

IMPORTANT

UniSpace Archive will only work using Internet Explorer (IE) in a Windows environment.

ACTION

LOG IN – using your supplied University "A number" and your password to UniSpace HOME

ACCESS

UniSpace Archive can be accessed via <u>UniSpace – Home</u> under Other UniSpace Apps.

Alternatively, if you only have access to Archive you can use the direct link below

DIRECT LINK https://unispace-archives.adelaide.edu.au/

SETUP

If you have issues accessing the website, refer to UniSpace Archive Installation Guide <u>here</u>



UniSpace Archive – Correct Browser

UNKNOWN BROWSER

If you get the following **'ERROR MESSAGE'**, double check you are in Internet Explorer (not Edge, Chrome, Firefox etc) and follow the steps below.

These actions will only need to be performed once on each computer.

(←) → (⊂' 🟠

(i) A https://unispace-archives.adelaide.edu.au/UNKNOWN_BROWSER

DvWebServer - 14.0.5.30 (Dv Web Server)

We're sorry but support for this browser is not currently available: Mozilla/5.0 (Windows NT 10.0; Win64; x64; rv:68.0) Gecko/20100101 Firefox/68.0

Please use Internet Explorer 7 or later

Please contact your system administrator.

Visit Acumen Data for more information.

UniSpace Archive – Browser Settings in IE



UniSpace Archive – Access



ACTION:

LOG IN - using the User Name & Password supplied.

New Users will be asked to reset their password before continuing on.

After the password has been reset, replace the temporary one in the Password field with the new one and press Login.

UniSpace Archive - Viewing documents/Plugin

ACTION:

The first time you attempt to view a document you may be prompted to run a plugin.

CLICK - 'Save' and once downloaded,

'**Run'** once prompted at its completion. Follow the prompts to complete the install.

Refresh the page

File Edit View Favorites Tools Help File Edit View Reports Help Record List Search View **UniSpace** Archives Location View Associate Site North Terrace Building Name Ingkami Wardli -Do you want to run or save DvViewerPlugin.msi (43.2 MB) from unispace-archives.adelaide.edu.au This type of file could harm your computer. Save Type ARCHITECTURAL Document Number Report Trim Numbe C-N-A-E10-03 Latest Revised Date Drawing Status 100 01/08/2008 CONSTRUCTION Project P-FF UOA Project Number Author / Consultant mmmm Document Title DESIGNINC ADELAIDE PTY LTD NEW ENGINEERING BUILDING - NORTH ELEVATION - NORTH COLONNADE ELEVATION - A-4000 Drawing Contains Cover Octails Elevations Key Legend Locality Schedule Section Details Elevations Key Legend

Plugin Download

If the pop-up doesn't appear the download can be accessed <u>here</u>

PDF's

PDF files will use your native viewer (e.g. Adobe Acrobat)

General user guide Now that setup is complete, refer to the User Guide <u>here</u> for general usage

FAQs

Who are the BSI Team

The Business Services & Improvement Team is part of The University of Adelaide's Infrastructure Branch.

How do I contact the BSI Team Contact BSI Team via email <u>Contact Us</u>

I have forgotten the website https://archibus.adelaide.edu.au

I have forgotten my password?

Contact The University of Adelaide – Technology Services 83130 3000 Or use their self-service <u>Password Management</u>

I cant log in to the website

You need a valid and activated University of Adelaide account to log in to UniSpace Home.

I would like to make a suggestion / improvement OR there is an issue with the Application I am using

Create a Service Request via UniSpace Home, with the Type of Request as "UniSpace" <u>https://archibus.adelaide.edu.au</u>

revision



THE UNIVERSITY of ADELAIDE

CRICOS Provider Number 00123M