



NITRO PDF PRO 14 (FOR WINDOWS)

INSTALLATION GUIDE

NLS VERSION

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NITRO PDF PRO 14 INSTALLATION GUIDE (NLS VERSION)

1 Introduction

The following **Nitro PDF Pro 14 Installation Guide** details best practices to deploy Nitro PDF Pro 14 when licensed via the **Nitro Licensing System (NLS)**. NLS utilizes a named-user licensing model and requires all licenses to be activated via a license management admin portal (**Nitro Admin Portal**).

Getting started with Nitro PDF Pro 14 is as easy as:

1. **Install:** Install Nitro PDF Pro 14 on user workstations.
2. **Activate Team Account:** The designated Nitro Admin will receive an email to complete the process to activate the Team Account.
3. **Invite Users:** The Nitro Admin invites additional users to join the Team Account.
4. **Activate User Accounts:** Invited users receive an email to complete the creation of their individual account by confirming their email address and creating a password. After creating a password, users can log in and access Nitro PDF Pro 14.

2 Nitro PDF Pro 14 (for Windows) Installation Resources

The Nitro PDF Pro installer is supplied as a MSI package and can be downloaded from the following link: <https://www.gonitro.com/installers/nls/v14/msi/download>. Both a 64-bit and 32-bit installer are available for download.

3 Installing Nitro PDF Pro 14 (NLS version)

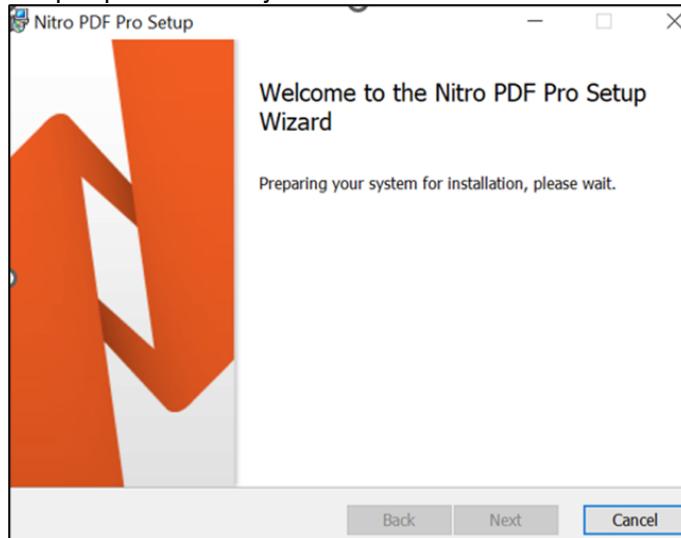
The Nitro PDF Pro 14 package can be installed on individual workstations or deployed to multiple workstations without any user interaction utilizing a software deployment application or Group Policy. Below is a list of features that are enabled in Nitro PDF Pro 14 (NLS version) by default.

- Nitro PDF Pro desktop shortcut
- Microsoft Office (Word, Excel, PowerPoint, Outlook) add-in
- Nitro PDF Pro printer driver
- Integration with Nitro Sign (eSigning)
- BugSplat crash reporting
- Internet Explorer add-on
- Integrations with all supported Document Management Systems (DMS), including Box, Dropbox, SharePoint 365, OneDrive, and SharePoint 2016.

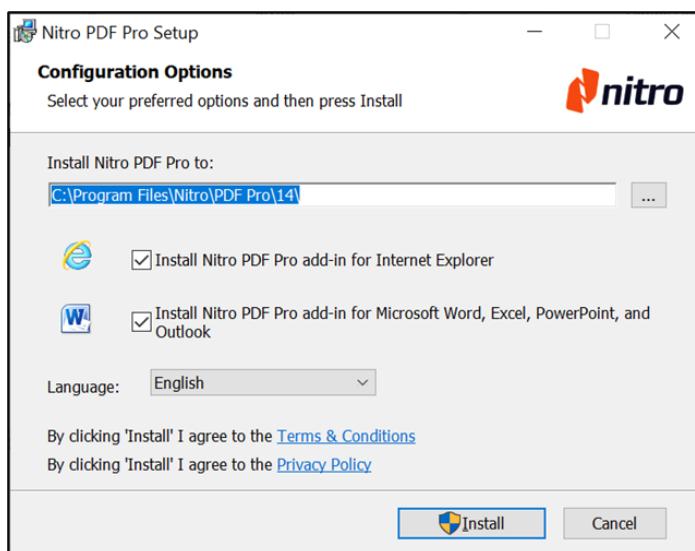
We recommend installing Nitro PDF Pro 14 using the **default installation settings**. However, if you would like to change any of the default settings, you can create a custom transform file (MST). For details on creating a MST, please refer to the [Advanced Nitro PDF Pro Installation Guide \(NLS\)](#).

3.1 Installing Nitro PDF Pro 14 on Individual Workstations (using the MSI)

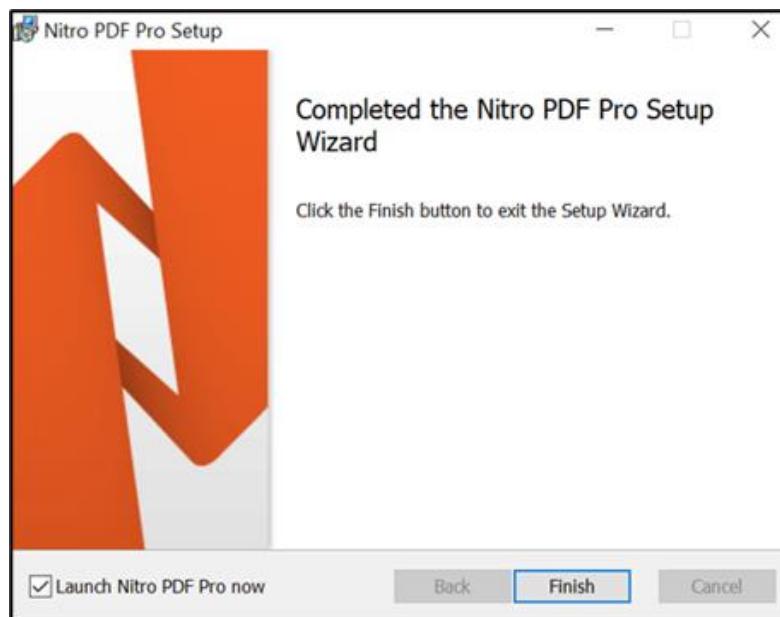
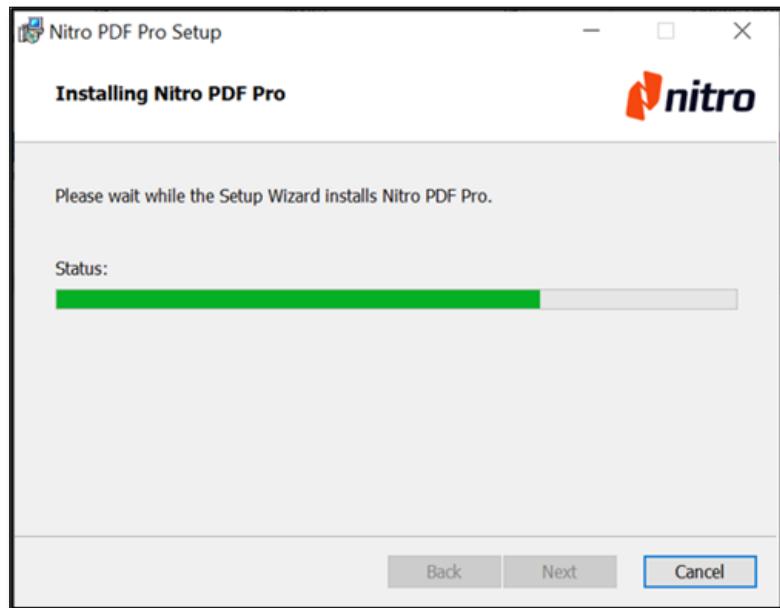
1. **Download** the Nitro PDF Pro 14 installer (MSI package).
2. Close all Microsoft Office applications (Word, Excel, PowerPoint, Outlook).
3. Run the downloaded package with elevated privileges. (*Run as an Administrator if your user account does not have installation rights.*)
4. Follow the prompts presented by the installer.



5. **Select the installation location.** The default (recommended) location is ***C:\Program Files\Nitro\PDF Pro\14***.
6. Leave all boxes checked to install the **Internet Explorer** and **Microsoft Office add-ins**. Select the desired application language from the drop-down. English is the default language, but Nitro PDF Pro is also available in German, French, Spanish, Dutch, and Italian.
7. Click **Install** to begin the installation process.



8. Please wait for the installation to complete, then click **Finish** to complete the installation of **Nitro PDF Pro 14**.



3.2 Deploying Nitro PDF Pro on Multiple Workstations (Using Command Line)

The **Nitro PDF Pro 14 MSI package** can be deployed on multiple workstations (without any user interaction) using a command-line script.

The installation steps are detailed below:

1. **Download** the Nitro PDF Pro 14 installer (MSI package).
2. Deploy the Nitro PDF Pro package by executing the following command line script:
msiexec /i "location of MSI file" /qn

Example: msiexec /i "C:\Users\jsmith\Desktop\FolderName\nitro_pro14_x64.msi" /qn

4 Nitro Admin: Setting-up the Nitro Team Account

The **Nitro Admin Portal** is a centralized system for managing named-user licenses for all Nitro products. The Nitro Admin Portal can be accessed at <https://admin.gonitro.com/> by designated Nitro Admins.

Nitro Admins will be able to invite additional users to join the organization's **Team Account**. A Nitro license will be assigned to each user upon joining the Team Account.

To set-up the Nitro Team Account:

1. Your designated Nitro Admin will receive an email with the subject "*Your team has just been created*".
2. Upon receipt of the email, the Nitro Admin should click the **Set up Account** link in the email to verify their name and email, then create a password.
3. Click **Create Account** to complete the Team Account creation process.

5 Nitro Admin: Adding Users to the Team Account & Assigning Nitro Licenses

Once the Nitro Admin has created the organization's Team Account, the Nitro Admin may invite additional users to join the Team Account and assign a Nitro license. There are two options for inviting users to the Team Account:

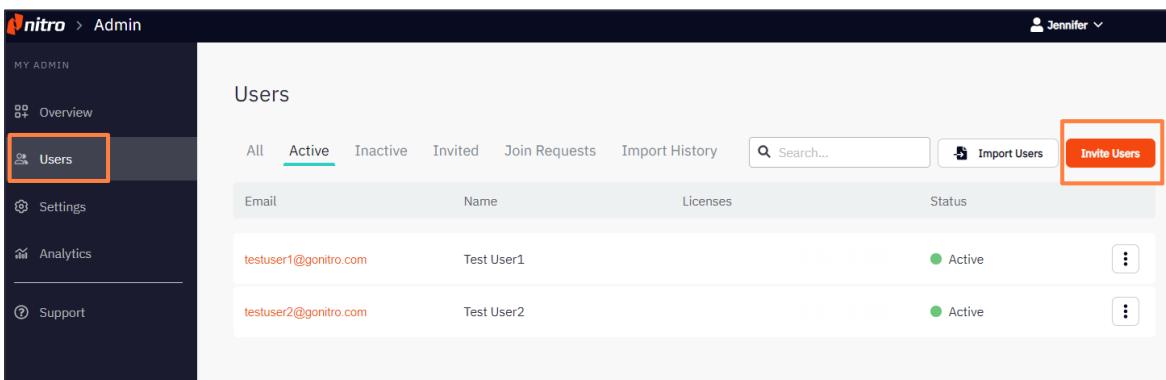
1. **Manual:** Invite individual users (one at a time) or invite multiple users at the same time by uploading a .CSV file
2. **Single Sign-On (SSO):** Enable the **SSO Add-on** to connect the Nitro Team Account to a SAML 2.0-based authentication system such as Azure AD.

5.1 Nitro Admin: Manually Inviting New Users to Join the Team Account

1. Nitro Admin to log in to the **Nitro Admin Portal** at <https://admin.gonitro.com>.



2. Select **Users** from the left-hand menu, then select **Invite Users**.



3. Enter the user's first name, last name, and email address. If inviting multiple users, click on **Inviting multiple users?** and upload a .CSV file containing first name, last name, and email address.

First Name

Last Name

Email *

Admin Roles

Document Admin
Manages your Nitro Sign team documents

Global Admin
Manages your Nitro account and users

Nitro Licenses

PDF Productivity

Inviting multiple users?

Cancel Send Invite

4. **Optional:** If you would like to assign Administrator privileges, select the appropriate Admin Roles.

- **Global Admin:** Ability to invite, suspend, and delete users from the Team Account.
- **Document Admin:** Ability to add Team documents and Team templates that can be accessed by all members of the organization's Team Account.

First Name

Last Name

Email *

Admin Roles

Document Admin
Manages your Nitro Sign team documents

Global Admin
Manages your Nitro account and users

Cancel Send Invite

- Check the boxes for any Nitro Licenses to be assigned to the user. (The default Nitro License is “PDF Productivity”, however, depending on the Nitro subscription type, there may be additional license types to choose from.)

First Name

Last Name

Email

Admin Roles

Document Admin
Manages your Nitro Sign team documents

Global Admin
Manages your Nitro account and users

Nitro Licenses

PDF Productivity

Inviting multiple users?

Cancel

- Click **Send Invite** to trigger an email inviting the user to create their Nitro account and activate their license by verifying their email address and creating a password.
- Once the user activates their Nitro account, they will appear under the **Active** tab of the Users section. (An invited user will appear under the **Invited** tab until their account is activated.) Once activated, the user can access both Nitro PDF Pro and Nitro Sign.

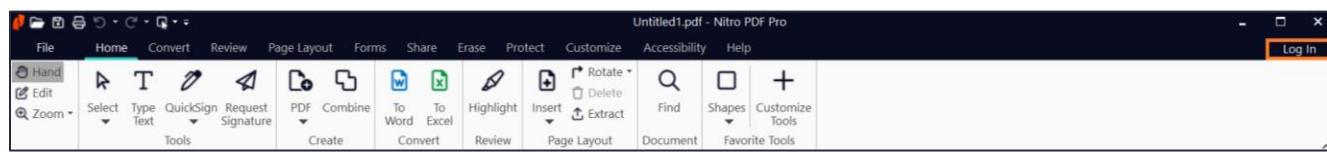
All	Active	Inactive	Invited	Join Requests	Import History	Import	Users	Invite Users
<input type="checkbox"/>	Email					<input type="text" value="test"/>	<input type="button" value="Import"/>	<input type="button" value="Invite Users"/>
<input type="checkbox"/>	sign.test@gonitro.com					Sign Test	Nitro Productivity Suite - E...	Active
<input type="checkbox"/>	nitrosign.test@gonitro.com					Nitro Sign Test	Nitro Productivity Suite - E...	Active

5.2 Connecting to an Identity Provider to License Accounts (Single Sign-On)

Instructions for enabling Single Sign-On to create activate user accounts are detailed in the [Advanced Nitro PDF Pro Installation Guide \(NLS\)](#) and the [Nitro Admin User Guide](#).

6 Accessing Nitro PDF Pro 14

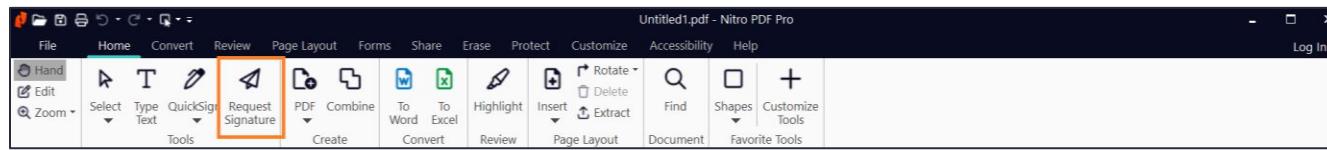
To use Nitro PDF Pro 14 for the first time, users must **log in to their Nitro account** by clicking the **Log In** button in the top right-hand corner of the Nitro PDF Pro 14 toolbar. Users will only need to log in the first time they use Nitro PDF Pro 14 and will remain logged-in for 30 days.



Once logged-in, users can begin using all the Nitro PDF Pro 14 productivity tools and features.

7 Accessing Nitro Sign

In addition to a full suite of PDF productivity tools, Nitro subscription users have access to unlimited eSigning. Users can access **Nitro Sign** directly at <https://cloud.gonitro.com> or within Nitro PDF Pro by clicking **Request Signature** from the **Home** tab.

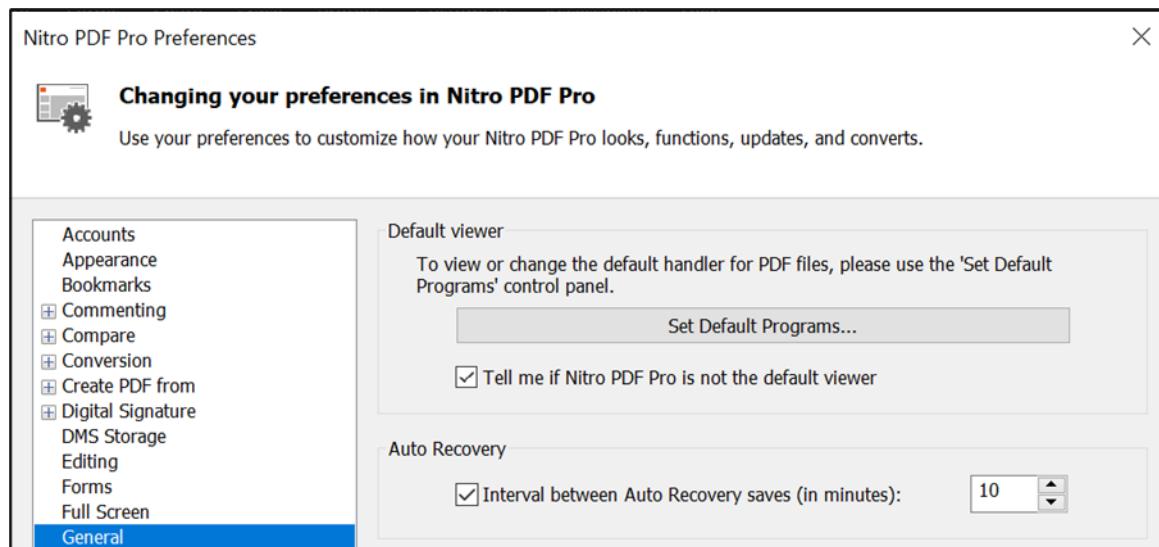


If the integration to Nitro Sign needs to be disabled for any reason, the Nitro Deployment Utility must be used to customize the installation package prior to installing on users' machines. See the [Advanced Nitro PDF Pro Installation Guide \(NLS\)](#) for more information.

8 Setting Nitro PDF Pro as the Default PDF Application

Due to changes made by Microsoft to the way default applications are set, Nitro PDF Pro can no longer be set as the default PDF application during the installation process – additional steps must be taken to set Nitro PDF Pro 14 as the default PDF viewer.

After installation, users may manually set Nitro PDF Pro as the **default PDF application** by going to **Preferences** and selecting **General** from the left-hand column. Click **Set Default Programs** and follow the prompts to set Nitro PDF Pro as the default.



It is also possible to use Group Policy Objects (GPO) to apply settings to set Nitro PDF Pro as the **default PDF application** on behalf of all users.

1. Create a **XML file** by pasting the following code into Notepad.

```
<DefaultAssociations>
<Association Identifier=".fdf" ProgId="NitroPDF.FDFDoc.14" ApplicationName="NitroPDF"/>
<Association Identifier=".pdf" ProgId="NitroPDF.Document.14" ApplicationName="NitroPDF"/>
<Association Identifier=".ppdf" ProgId="NitroPDF.PPDFDoc.14" ApplicationName="NitroPDF"/>
<Association Identifier=".xfdf" ProgId="NitroPDF.XFDFDoc.14" ApplicationName="NitroPDF"/>
</DefaultAssociations>
```

2. **Save** the file with the name “default.xml.”
3. Create or edit an existing GPO to **apply the XML file** to client computers.

For additional details, please see the **Advanced Nitro PDF Pro Installation Guide (NLS)**.