# **UNODC Mutual Legal Assistance Request Writer Tool User Manual**For tool version 2.1.1

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Change Log	
1.1 2015-05-05 Updated version numbers, added troubleshooting, minor editing.	
Til 2010 00 00 opunted (crossos numbers), daded doubtesmooting, minor entiring.	
1.2 2017 03 15 Undated version numbers, added now install instructions for Android	u.

## Installation

This section covers installation of the MLA Writer tool on various operating systems.

#### **Windows**

The tool is compatible with Windows 7 and higher. Both 32bit and 64bit versions are supported.

**Please note:** Windows XP is no longer officially supported by Microsoft. It should now be considered extremely insecure. There is no way to guarantee the integrity or secrecy of documents stored on Windows XP systems.

We highly recommend upgrading to Windows 10. This way you will receive the latest security updates from Microsoft.

#### 1. Download the Installer

First, download the Windows MLA Tool installer from the UNODC website. The name of the installer will look similar to:

UNMLAWT\_Win\_32\_2.1.1.exe

- UNMLAWT stands for "UN MLA Writer Tool"
- Win "Windows"
- 32 "32 bit"
- 2.1.1 "Version 2.1.1"
- .exe "Windows executable file"

Once downloaded, the installer will look similar to the following:

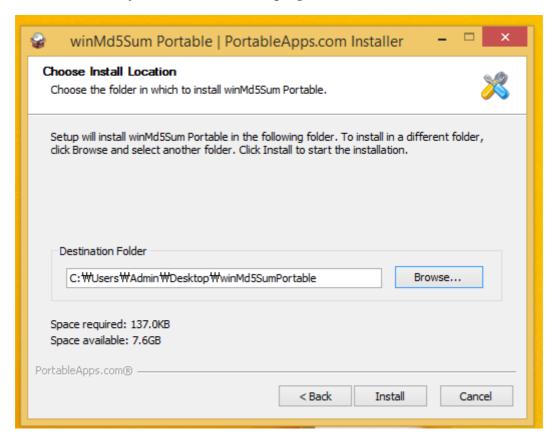


## 2. Verify the Installer

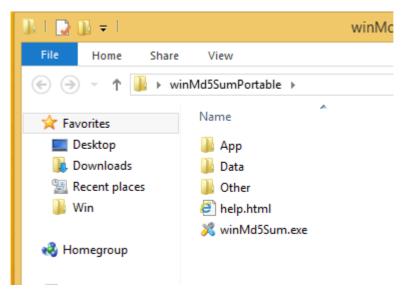
This step is not required, but is highly recommended for security purposes.

- Download the MLA Writer Tool Installer like in step 1
- Download the tool "WinMD5Sum":
  - <a href="http://portableapps.com/apps/utilities/winmd5sum">http://portableapps.com/apps/utilities/winmd5sum</a> portable

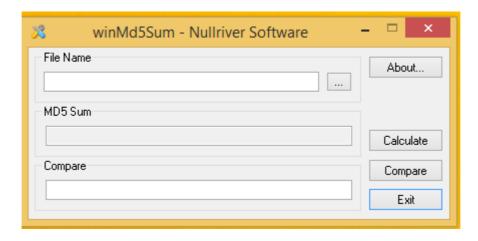
- Once downloaded, double click the WinMD5Sum icon (probably located in the "Downloads" folder)
- Next, select where you want to install the program



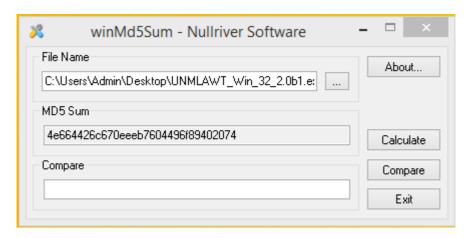
- Click "Install"
- Open the "WinMD5SumPortable folder that was just created.



• Double click on "winMd5Sum.exe"



• Next, drag the MLA Writer Tool Installer icon onto the winMd5Sum program

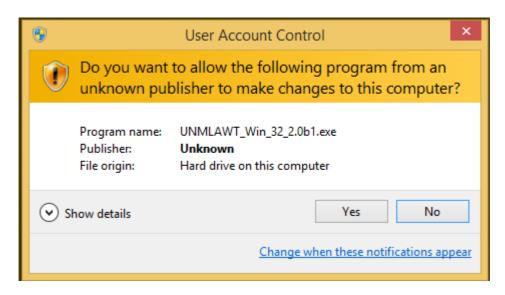


- The number in the box labeled "MD5 Sum" should **exactly match** the "MD5 Hash" listed on the UNODC Writer Tool webiste.
- If this number is different than what is listed on the UNODC Writer Tool website (where you downloaded the tool) **DO NOT** install. Contact the UNODC immediately.

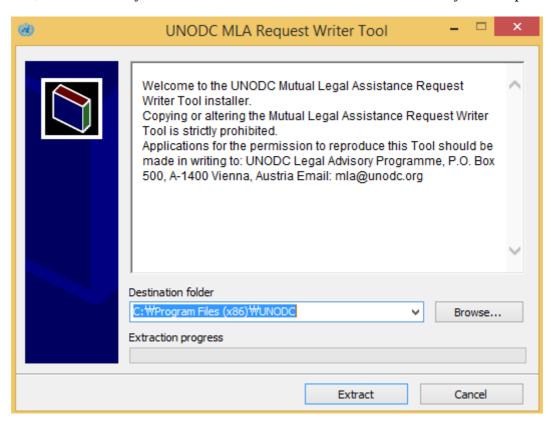
#### 3. Install

Once you have 1) downloaded the installer, and 2) verified the installer we can install the UNODC MLA Request Writer Tool.

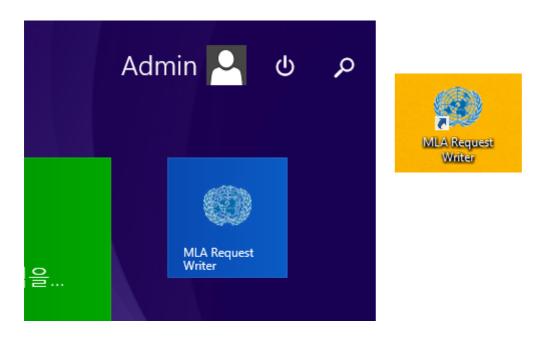
• Double-click the UNMLAWT\_Win\_32\_2.1.1.exe icon.



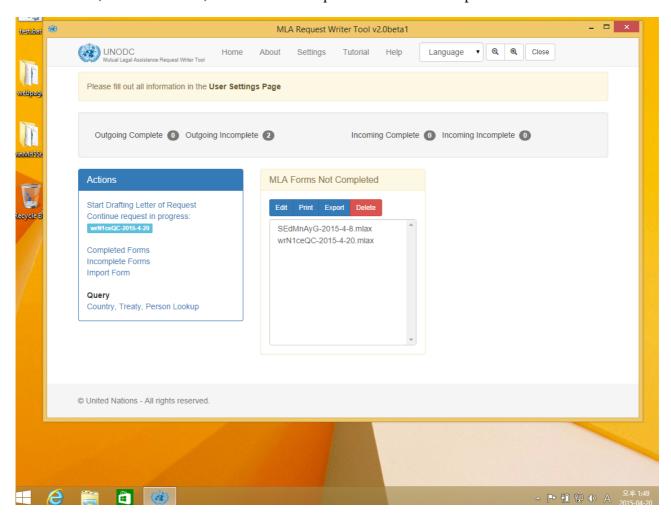
- Do you want to allow this program to make changes click "Yes"
- On the next screen, please read the UNODC License.
- If you accept the License, please click "Accept"
- Next, choose where you would like to install the MLA Writer Tool on your computer



- Most people should accept the default. Click "Extract"
- The tool has now been installed into the directory you selected. A shortcut for the tool has been created on the desktop and start menu.



• Click, or double-click, on the "MLA Request Writer" icon to open the tool.



## **Windows Installation Troubleshooting**

The most common reason that someone would have issues installing or running the tool is because Windows security is not allowing the tool to create files or folders on your computer.

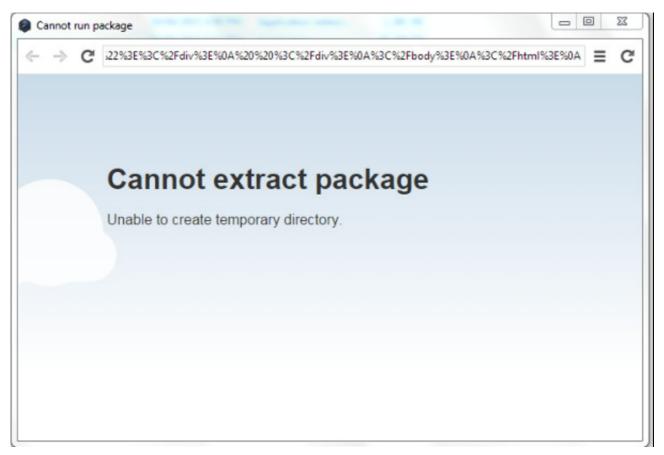
If your organization restricts the installation of applications on your computer, please contact your IT department for assistance installing the UNODC MLA Request Writer Tool.

If Windows is blocking the tool from creating new files or folders, the installation may give an error similar to the following:



In such a case, Windows is blocking the tool from being installed, and you must run the installation as an "Administrator" to be able to install. If you are not familiar with this process, please contact your IT department for assistance.

When attempting to run the tool, if the tool does not have permission to create new folders and files, you may get an error similar to the following:



In such a case, Windows is blocking the tool from being ran, and you must run the installation as an "Administrator" to be able to run properly (at least once). If you are not familiar with this process, please contact your IT department for assistance.

#### Linux

The tool is compatible with 32bit and 64bit versions of Linux / Unix systems. We recommend Debian-based versions of Linux such as Debian, Ubuntu and Linux Mint.

#### 1. Download the Installer

First, download the Linux MLA Tool installer from the UNODC website. The name of the installer will look similar to:

UNMLAWT Linux x86 64 2.1.1.run

- UNMLAWT stands for "UN MLA Writer Tool"
- Linux "For Linux"
- x86\_64 "32 and 64 bit"
- 2.1.1 "Version 2.1.1"
- .run "Linux executable file"

Once downloaded, the installer will look similar to the following:



## 2. Verify the Installer

This step is not required, but is highly recommended for security purposes.

- Download the MLA Writer Tool Installer like in step 1
- Open a terminal
  - Option 1: ctrl + alt + T
  - Option 2: Menu -> Select "Terminal"
  - Option 3: ctrl + alt + F1 (ctrl + alt + F8 to go back)
- In the terminal, navigate to the folder the UNODC MLA Tool Installer is in.
  - Example: cd ~/Downloads
- Type 'ls' and make sure the installer is shown

```
joshua@Icarus ~/Desktop/test $ ls
UNMLAWT_Linux_x86_64_2.0b1.run
joshua@Icarus ~/Desktop/test $
```

Type 'md5sum UNMLAWT\_Linux\_x86\_64\_2.1.1.run'

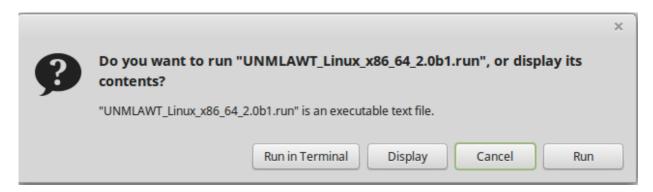
```
joshua@Icarus ~/Desktop/test $ md5sum UNMLAWT_Linux_x86_64_2.0b1.run
d81bc8bed838742aceb9889326cc00f2 UNMLAWT_Linux_x86_64_2.0b1.run
joshua@Icarus ~/Desktop/test $ []
```

• Compare the number that was generated with the hash value posted on the UNODC website. The number should be exactly the same. If it is different, do NOT install the program, and contact the UNODC immediately.

#### 3. Install

Once you have 1) downloaded the installer, and 2) verified the installer, we can install the UNODC MLA Request Writer Tool.

- Open the folder containing the Linux MLA Writer Tool installer
- Double click on the installer icon



- When asked what to do, click "Run"
- After a few seconds, you will see a message saying "Press Return to close this window...", press "Enter"

```
United Nations Mutual Legal Assistance Request Writer T... - + ×

Verifying archive integrity... All good.

Uncompressing United Nations Mutual Legal Assistance Request Writer Tool 100%

UNODC MLA Request Writer Tool installation successful

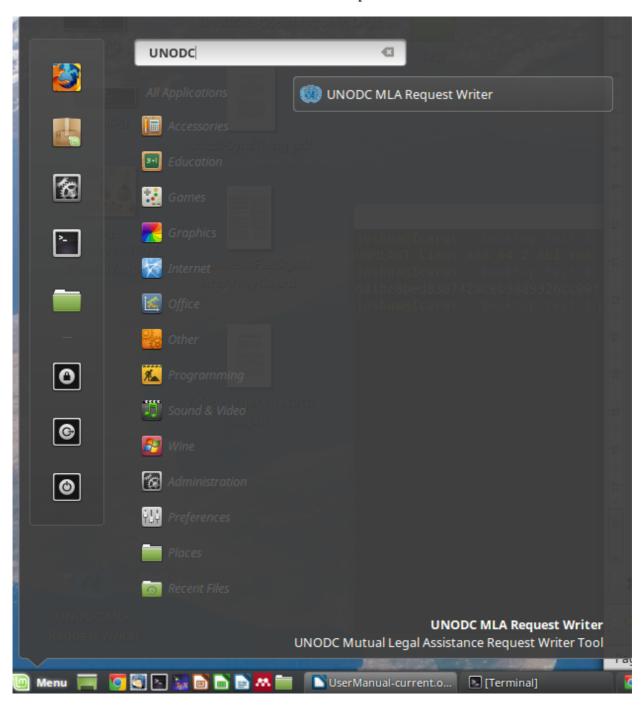
To uninstall, simply delete the "/.UNODC directory

Press Return to close this window...

•
```

#### UNODC tool is now installed to the ~/.UNODC directory

• A shortcut should have been added to the desktop and start menu





## **Linux Installation Troubleshooting**

The most common reason that someone would have issues installing or running the tool is because Linux security is not allowing the tool to create files or folders on your computer.

The Linux installer does **not** require installation as "root". The local user must have write permissions to the correct user's home directory (  $\sim$ / ).

If your organization restricts the installation of applications on your computer, please contact your IT department for assistance installing the UNODC MLA Request Writer Tool.

#### **OS**x

The tool is compatible with Osx (Mac). The tool will work best with OSx 10.7 or higher. Only 64bit versions are supported.

#### 1. Download the Installer

First, download the OSx MLA Tool installer from the UNODC website. The name of the installer will look similar to:

UNMLAWT OSx 32 2.0b2.zip

- UNMLAWT stands for "UN MLA Writer Tool"
- OSx- "Mac OSx operating system"
- 32 "32 bit"
- 2.1.1 "Version 2.1.1"
- .zip "A compressed archive file"

#### 2. Verify the Installer

This step is not required, but is highly recommended for security purposes.

- Download the MLA Writer Tool Installer like in step 1
- · Open a terminal
  - Option 1: ctrl + alt + T
  - Option 2: Menu -> Select "Terminal"
  - Option 3: ctrl + alt + F1 (ctrl + alt + F8 to go back)
- In the terminal, navigate to the folder the UNODC MLA Tool Installer is in.
  - Example: cd ~/Downloads
- Type 'ls' and make sure the installer is shown
- Type 'md5 UNMLAWT\_Osx\_32\_2.1.1.zip'
- Compare the number that was generated with the hash value posted on the UNODC website. The number should be exactly the same. If it is different, do NOT install the program, and contact the UNODC immediately.

#### 3. Install

Once you have 1) downloaded the installer, and 2) verified the installer, we can install the UNODC MLA Request Writer Tool.

- Double click the zip file
- A folder will open, and you will find "UNODC MLA Request Writer Tool"
- Copy "UNODC MLA Request Writer Tool to your desktop
  - Alternativly, you can open the "Applications" folder and copy it there
- Double-click on the "UNODC MLA Request Writer Tool" icon, and the tool will start

## **OSx Installation Troubleshooting**

The most common reason that someone would have issues installing or running the tool is because OSx security is not allowing the tool to create files or folders on your computer.

If your organization restricts the installation of applications on your computer, please contact your IT department for assistance installing the UNODC MLA Request Writer Tool.

#### **Android**

The tool is compatible with Android phones and tablets.

#### 1. Download the Installer

First, download the Android MLA Tool installer from the UNODC website. The name of the installer will look similar to:

UNMLAWT\_Android\_2.1.1.apk

- UNMLAWT stands for "UN MLA Writer Tool"
- Android "Android Operating System"
- 2.1.1 "Version 2.1.1"
- .apk "Android software package"

#### 2. Verify the Installer

This step is not required, but is highly recommended for security purposes.

• It is easier to download the installer, and verify the software using a desktop computer (as above). Follow the directions for verification using the instructions for your computer's operating system.

#### 3. Install

Once you have 1) downloaded the installer, and 2) verified the installer, we can install the UNODC MLA Request Writer Tool.

- If the installer is on your computer, you must first move it to your mobile device. There are many ways to do this.
- By email
  - On your desktop computer, create a new email to yourself.
  - Attach the UNODC MLA Request Writer Tool (Android) installer to in the email
  - Send the email, and check your email on your mobile device
  - o Download the installer on your phone, and open
- When trying to install on Android, you will get an error saying "Install blocked"
  - Click "Settings" -> and click "Unknown Sources"
  - o Click "OK"
  - o Click "Install"

- o Click "Open"
- The tool should now be running
- To close the tool select the top-right menu, and click "Close"
- The MLA Writer tool created an icon in the default "Apps" menu.