

Select Survey NET



SelectSurvey.NET Install Guide

This install guide has more detailed information and helpful points for hosted customers. See Appendix D of this document for common problems and solutions.

Contents

SelectSurvey.NET Install Guide	2
Requirements Summary	4
Installation Checklist	4
Detailed Instructions for above steps:	5
Place Files on Web Server and configure IIS.	5
Configure the Database	10
SQL Server 2005 or later required (2012 recommended)	11
MySQL	13
Oracle	14
Edit WEB.CONFIG file for SMTP.	20
Edit WEB.CONFIG set LICENSE KEY and remaining keys	21
Configure Application Wide Settings	21
Configure Permissions for File upload and JS on Server	23
Support	26
Appendix A: Application Pooling	27
Appendix B: Notes for different culture/globalization settings	29
Appendix C: Integrating with Active Directory	31
Configure AD permissions on web folder in IIS 7 (or higher):	36
How to enable NTLM for IIS 7:	46
Windows Server 2008 or Windows Server 2008 R2 Install Windows Authentication	49



Windows Vista or Windows Install Windows Authentication 5	50
How to enable Windows authentication in IIS 7	50
How to enable NTLM:	51
Browser NTLM Configuration: IE Browser5	53
Browser NTLM Configuration: Firefox Browser5	58
Mapping AD User Fields to SUR_USER Survey User Fields6	50
Appendix D: Common Errors/Solutions6	52
Appendix E: Preferred Hosting Providers6	53
Appendix F: Windows Sharepoint Services6	53
Appendix G: Web Farm Configuration6	<u>5</u> 5
Appendix H: Single Sign on with SQL Membership Provider	70
Appendix I: Minimizing File Upload Feature Vulnerability	73



Requirements Summary

The SelectSurvey.NET Server Software requires a dedicated server with the below basic requirements:

- 1. Dedicated Windows Server 2008 or later (Microsoft Internet Information Server IIS7 or later) with a minimum of 2 Gigabytes of RAM.
- 2. .NET Framework 4.0 application pool is required. (See Appendix A for details)
- 3. Microsoft SQL 2008 (2012 recommended), MySQL or Oracle database is required.
- 4. SMTP services installed on web server (recommended) or access to external SMTP.

Installation Checklist

The steps to install SelectSurveyNET are as follows:

✓ 1. <u>Download and Unzip files.</u>

Copy "files to copy to IIS" to web server.

2 Place files on Web Server and Configure Web Server.

Configure IIS root folder as an application to use .Net 4.0 Framework application pool.

☑ 3. Configure your database.

Write down connection string for next step.

Enter your database connection string into the web.config. Edit other keys with your customized information. Enter LICENSE KEY in space provided or you will see free trial message. License key is generated in your customer account page on classapps.com on the product download page.

Adjust default settings in the "admin tools" > "application wide settings" with the web browser.





Detailed Instructions for above steps:

Place Files on Web Server and configure IIS.

1. Download and Unzip files.

Unzip the files to a temporary directory. The zip file contains a folder of files to copy to the web server titled "Files to copy to IIS", and a folder containing the solution project file and source code titled "Source Code" for development and customizations.

2. Place files on Web Server and Configure Web Server.

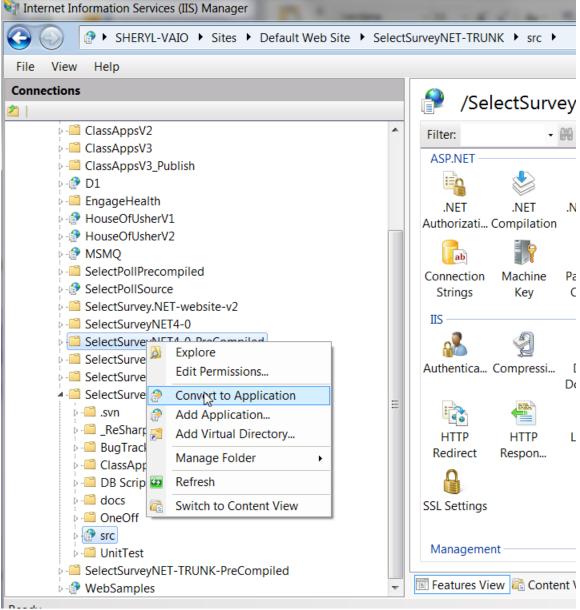
Copy the files inside the folder "Files to copy to IIS" to either your root web site folder or create a virtual directory in IIS that points to where your put the files, with whatever name you choose. Right click the folder in IIS 7 and click "convert to application". Select ".net 4.0 application pool".

SelectSurvey.NET uses Microsoft .net 4.0 Framework.

Note for Hosted Environment: If your hosting provider does not allow you to configure a sub folder or virtual directory as an "application" you will have to put the application in the top or root folder of your web site or ask the hosting provider to configure the folder for you.



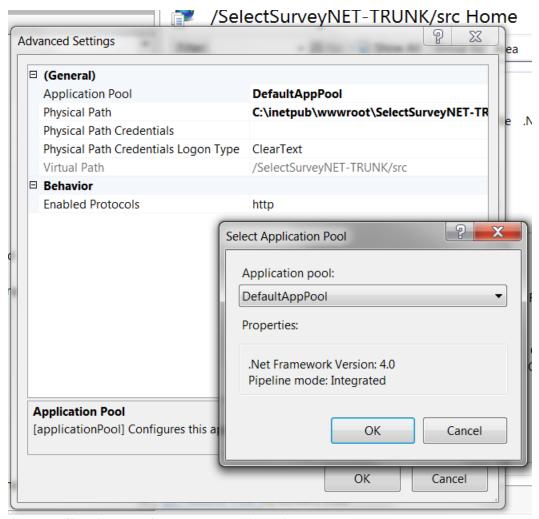




Convert the web folder to an application in IIS7

figure 1 (Internet Information Services (IIS) Manager 7)





Set Application Pool to .NET 4.0 in 11S7.

Also, make sure the Default.aspx page is set as the default document:



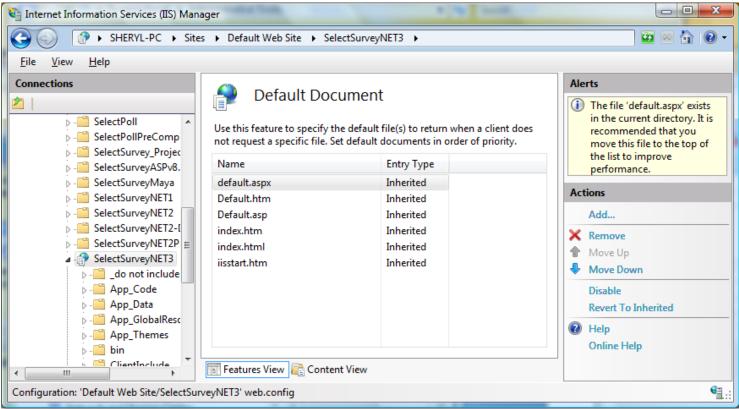


figure 2 (Internet Information Services (IIS) Manager 7)



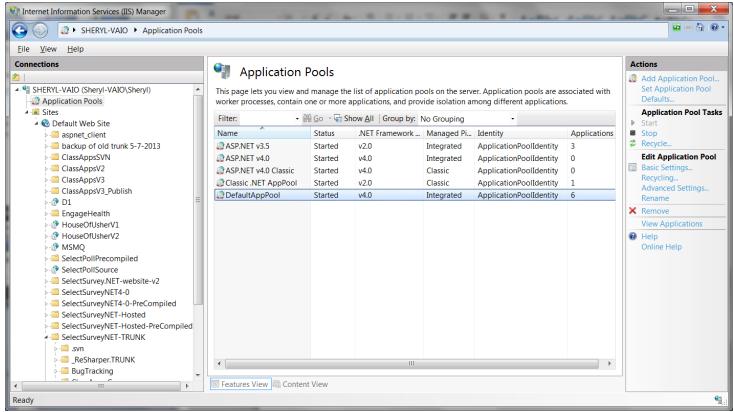
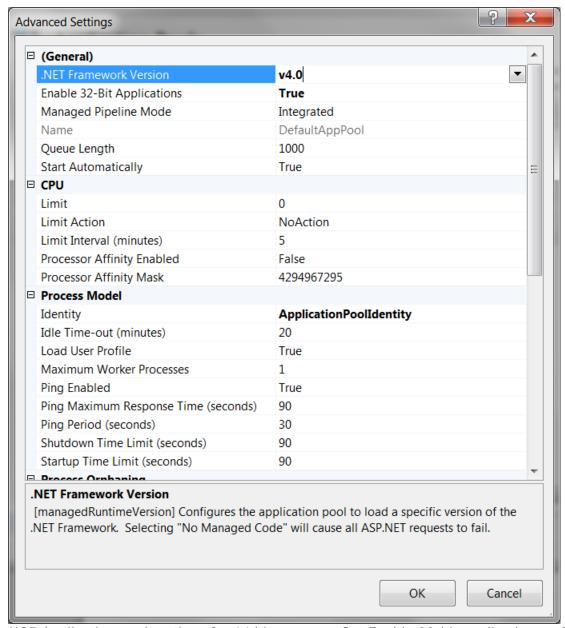


figure 3 (Internet Information Services (IIS) Manager 7)





IIS7 Application pool settings for 64 bit servers: Set Enable 32-bit applications = True.

Configure the Database.

3. Configure your database.

There are three required steps for each type of database. Please refer to the appropriate section, below. Use the page: "debugdatabaseconnection.aspx" which you can open in the browser where the survey app is installed to test your connection string below by pasting the "Value" from the key in the web.config into the textbox provided (without the quotes around it), then clicking the "test connection" and "test permissions" buttons to test. The red text below the test buttons will indicate whether your database

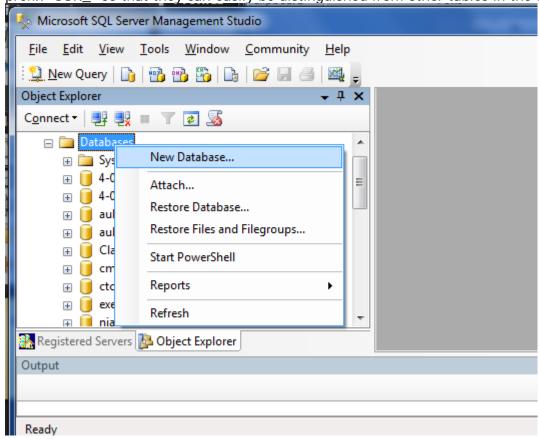




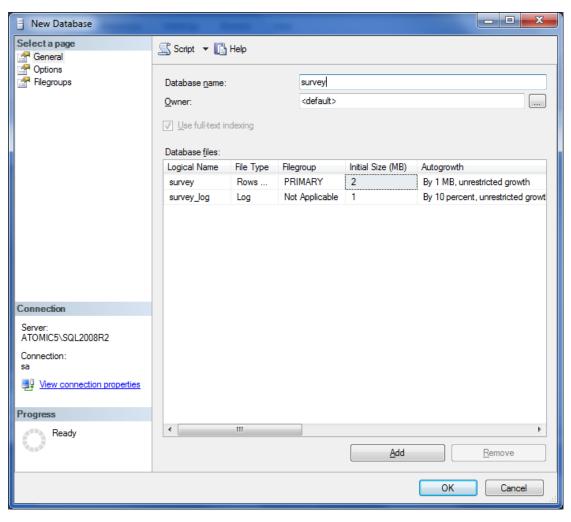
connection string is correct format or not. After you get a successful test, copy the value back into your web.config, then save your web.config.

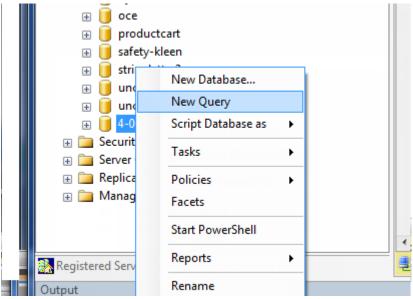
SQL Server 2005 or later required (2012 recommended)

a. At this point, you may want to optionally create a new database for the application. If you decide not to create a new database and to use an existing database instead, note that all table names have the prefix "SUR_" so that they can easily be distinguished from other tables in the database.











```
ement Studio
Project Debug Tools Window
                        Community
😘 📭 📂 📓 🎒 🌉 🍃
                Execute
                 SQLQuery1.sql - AT...2.4-053 (sa (52))*
          Execute
                  CREATE TABLE [dbo].[sur id generation] (
QL Server 10.50.1600 - s
                       [next available id] [int] NOT NULL ,
                       [name] [varchar] (40) NOT NULL
                  L) ON [PRIMARY]
                  CREATE TABLE [dbo].[sur item] (
                       [item id] [int] NOT NULL ,
1-2011
                       [item type id] [int] NOT NULL ,
                       [item text] [ntext] NULL ,
                       [item sub text] [ntext] NULL .
```

- b. Load the tables into the database. The script for the tables is located in the file,
 - "SelectSurveyNETTables.txt," which is located in the
 - "SelectSurveyNET\Documentation\MSSQLScripts\MSSQL 2000 2005 and 2008\New Install " directory. The best way to load the tables is to open Microsoft Query Analyzer, open the file,
 - "SelectSurveyNETTables.txt," from Query Analyzer, and execute.
- c. Load the required meta data into the database. The script for the meta-data is located in the file, "SelectSurveyNETData.sql," which is located in the
 - "SelectSurveyNET\Documentation\MSSQLScripts\MSSQL 2000 2005 and 2008\New Install " directory. The best way to load the meta-data is to open the file, "SelectSurveyNETData.txt," from Microsoft Query Analyzer, and execute it.
- d. Update web.config:

```
<add key="SUR_DATABASE_TYPE" value="SQLServer" />
<add key="SURVEY_APP_DB_DRIVER" value="SqlClient" />
<add key="SURVEY_APP_ACTIVELY_CLOSE_CONNECTIONS" value="true" />
<add key="SURVEY_APP_CONNECTION"
value="Server=YourSQLServerNameOrIP;Database=SelectSurveyNET;Trusted_Connection=yes;"
/>
```

(use your connection string credentials, the above is an example only)

MySQL

a. Create a new Database.





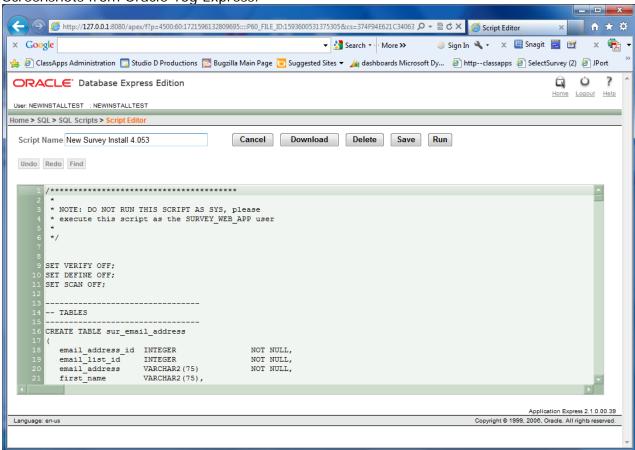
- b. Create a new User for your database.
- c. Assign your new user full rights on your new database.
- d. Run the sql script on your database to create the tables.
- e. Update web.config:

```
<add key="SUR_DATABASE_TYPE" value="MySQL" />
<add key="SURVEY_APP_DB_DRIVER" value="MySql" />
<add key="SURVEY_APP_ACTIVELY_CLOSE_CONNECTIONS" value="true" />
<add key="SURVEY_APP_CONNECTION"
value="database=neil;server=localhost;uid=neil;password=neil;pooling=false;"/>
```

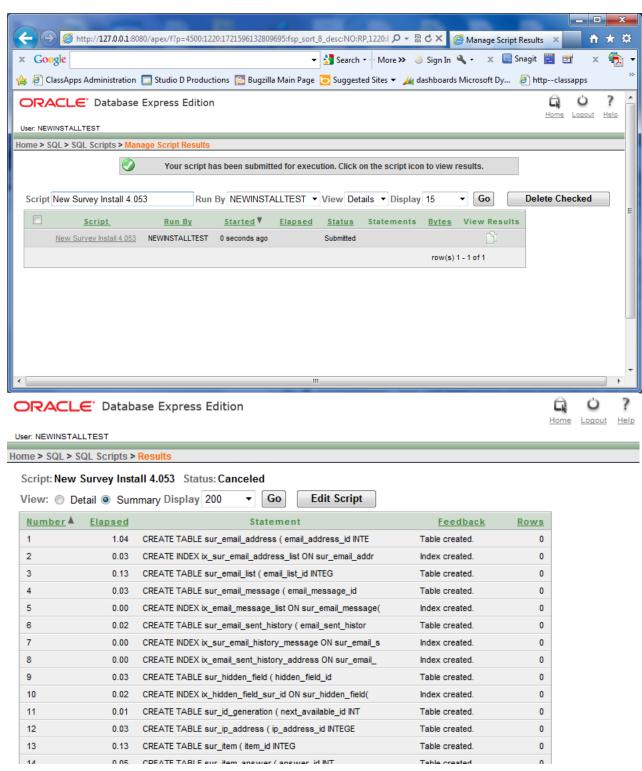
(use your connection string credentials, the above is an example only)

Oracle

a. Run scripts located in the "Documentation/Oracle Scripts" folder to create the tables and default data. Screenshots from Oracle 10g Express:

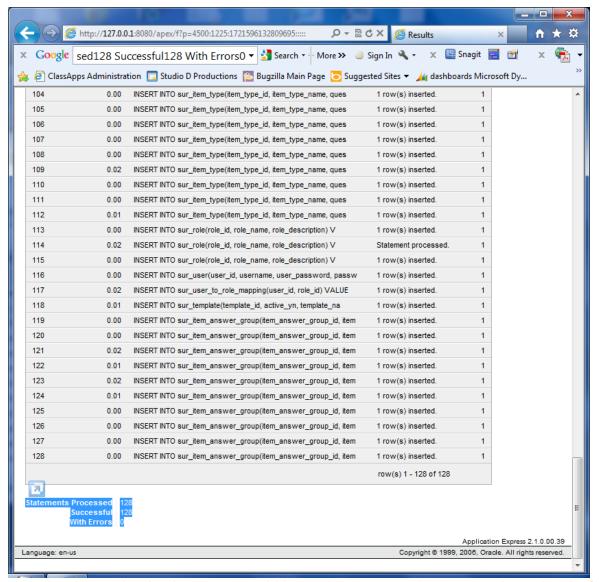












- b. Use "Oracle" as the database type <add key="SUR_DATABASE_TYPE" value="Oracle"/>
- c. Update web.config:

```
<add key="SUR_DATABASE_TYPE" value="Oracle" />
<add key="SURVEY_APP_DB_DRIVER" value="OleDb" />
<add key="SURVEY_APP_ACTIVELY_CLOSE_CONNECTIONS" value="true" />
<add key="SURVEY_APP_CONNECTION" value="Provider=Oracle;Data
Source=127.0.0.1;User Id=survey_web_app;Password=survey_web_app;pooling=false;" />
```

(use your connection string credentials, the above is an example only)

d. The driver Oracle 11g ODAC 11.1.0.7.20(or later) must be installed on the web server even if database is on another server. you can install it from http://www.oracle.com/technology/software/tech/windows/odpnet/utilsoft.html



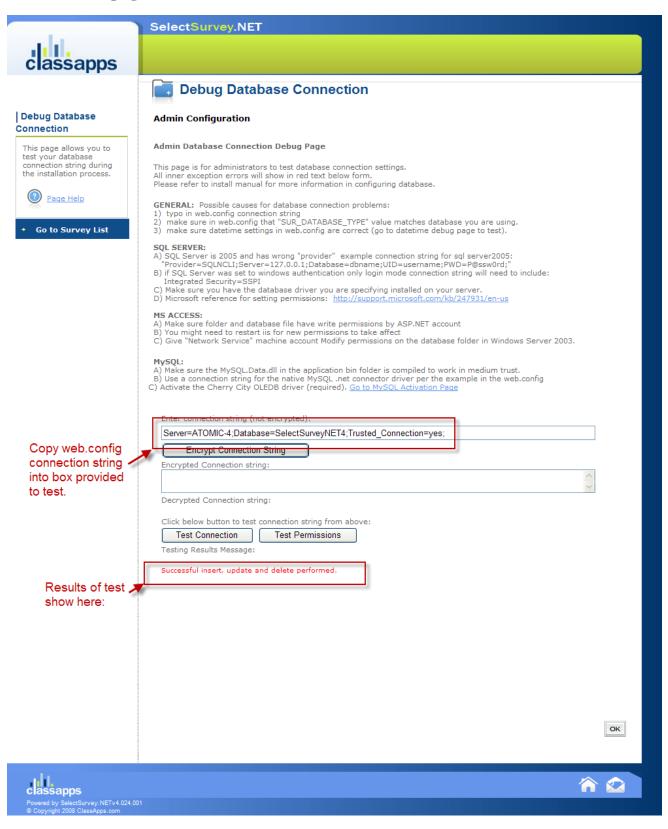


e. Set environment variable "TNS_ADMIN" on web server to point to the oracle network configuration files.

Ensure your database connection string is correct before continuing (see screenshot below). Use the page: "debugdatabaseconnection.aspx" which you can open in the browser where the survey app is installed to test your connection string below by pasting the "Value" from the key in the web.config into the textbox provided (without the quotes around it), then clicking the "test connection" and "test permissions" buttons to test. The red text below the test buttons will indicate whether your database connection string is correct format or not. After you get a successful test, copy the value back into your web.config, then save your web.config.











Note: if you are using its 7 or greater, you can use the built in "Application Settings" tool in the Internet Information Services Manager (see figure A and B below) instead of manually editing the web.config, alternatively you can manually edit the web.config per the instructions for its 6 or earlier below:



Figure A (Internet Information Services (IIS) Manager 7)



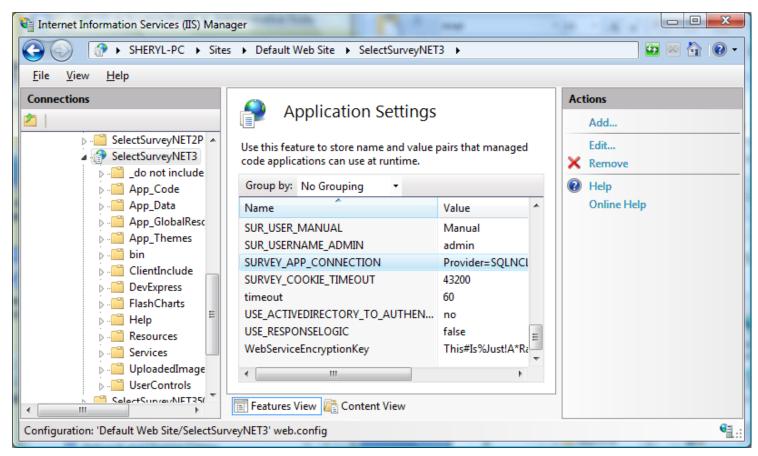


Figure B (Internet Information Services (IIS) Manager 7)

Fdit WFB.CONFIG file for SMTP.

4. Edit the WEB.CONFIG file (required) with textpad or notepad to set email parameters. Also in the file, "Web.config," there are several constants under the heading "EMAIL CONFIG VARIABLES". SelectSurveyNET utilizes the System.Web.Mail namespace included in the .NET Framework for sending email. Read the comments in the web.config for how to set these values. The below email constants can be set in the Web.config file:





Edit WEB.CONFIG set LICENSE KEY and remaining keys.

- 5. Edit the WEB.CONFIG to add in license key settings. Set values for all other web.config settings, which would include license keys for any add-ons you purchased. To obtain the license key for different add-ons or products, login to your customer account page on classapps.com and click "purchased products" which is where your license keys are listed. Some products require you to click a button "generate" to generate a license key based on your production URL which you type in on the customer account page. If you are seeing a "15 day trial" message then you have not properly generated a license key, or your customer ID is not in the database correctly. REQUIRED: Customer ID must be in application wide settings page or you will see a "15 day trial" message despite having a valid key. The customer ID is checked against the key and is required.
- 6. Open the page in the browser "DebugDatabaseConnection.aspx" and test the database connection string. Copy the database connection string from the web.config file: "SURVEY_APP_CONNECTION" into the textbox provided. Click "test connection" and "test permissions" to ensure your database settings are correct before continuing.

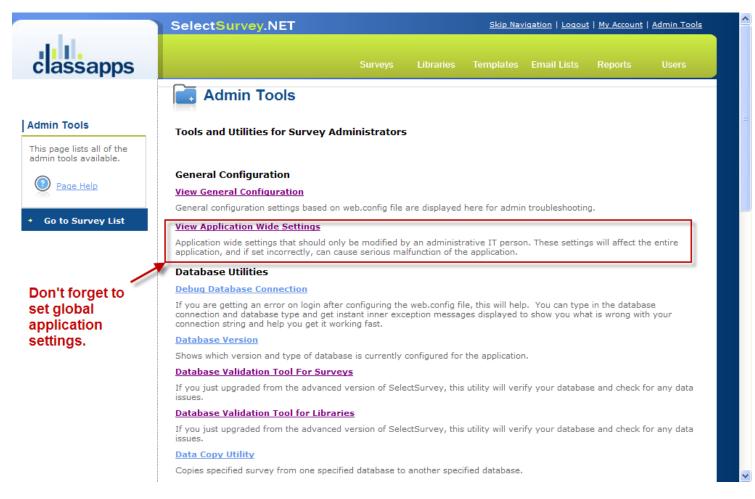
Configure Application Wide Settings

7. Login to the application with a browser to set other global application settings to test configuration using "admin/admin" as username and password. By default, the application has a single user entered in the SUR_USER table. The username for this default user is "admin" and the password is also "admin." This account has been granted full administrative rights to the entire application, and should not be deleted. Use this username/password to log into the application the first time. Once logged in as "admin," or if logged in as any account with "admin" level permissions, you can create other user accounts.

Use this login to make the global application settings below. Click the "admin tools" white text link in the upper right corner of the application to get to the page in the below screenshot. Click "View Application Wide Settings", on this page you can view and edit those settings. (Note: These settings were previously in the web.config in earlier versions of the application and have since been moved into the database for easier management.)





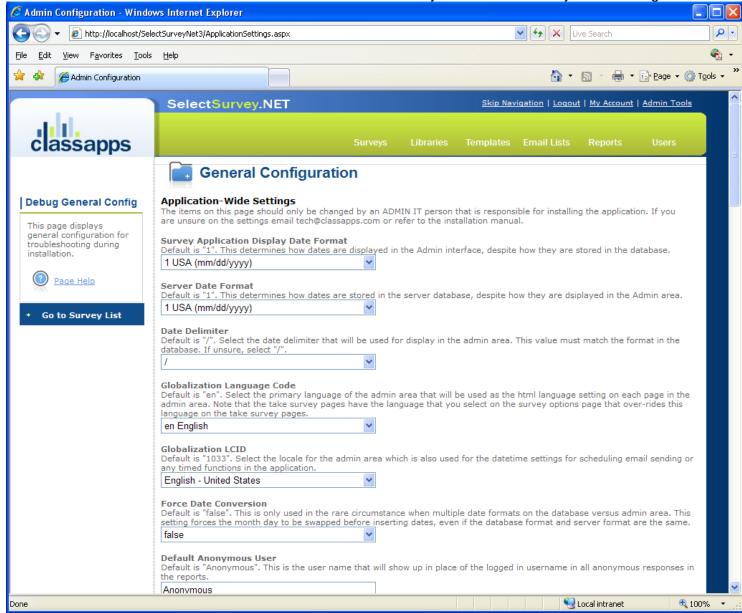


8. Edit and Save global application settings in the admin tools "View Application Wide Settings" page. Follow the information on that page above each field for a description of what that setting is for.





REQUIRED: CUSTOMER ID must be in the customer ID field or you will see a "15 day trial" message.



Configure Permissions for File upload and JS on Server.

- 9. **Additional web server configuration.** If you are installing the application on Windows 2003, you must make the following change:
 - a) By default, Windows 2003 locks down most file extensions, except for certain types of files. This is different than previous versions of Microsoft operating systems. The survey application contains a number of JavaScript routines, all of which are in a file with a .js extension. To enable the .js file type,

Page 23 of 73





you simply edit the MIME types either at the Global IIS level or the individual site or virtual directory level. Add the .js as an application/x-javascript type, and everything should work fine. If your application is hosted with an ISP, simply ask them to enable files with a .js extension, and they will readily understand the request and how to respond to it.

10. **Configure server for file upload**. Configure for maximum file upload if you are using the "file upload" feature of the "presentation image" question type which allows survey creators to upload images to the "UploadedImages" folder on the web server to be referenced in their surveys. Follow the below steps for setting permissions on the UploadedImages folder and configuring the web.config to set the file size limitations.

Set permissions on the folder: In order for the survey creator to upload an image from their local workstation to the web server, the UploadedImages folder must have proper write permissions. You can also change the location of this folder by setting the web.config parameter:

<!-- IMAGE UPLOAD FOLDER FOR SURVEY TEMPLATES AND EMAIL MESSAGES FOR IMAGE UPLOAD FROM HTML RICH TEXT BOX

this folder must have correct permissions to allow image upload. reference article:

http://aspalliance.com/336_Upload_Files_Using_ASPNET_Impersonation_and_UNC_Share.all --> <add key="IMAGE_UPLOAD_FOLDER" value="~/UploadedImages"/>

First, right-click on the folder where the ASP.NET files should be uploaded and select Properties from the provided menu. The Properties dialog for the selected folder opens. Click the Security tab to make sure the ASP.NET Machine Account is included in the list and has the proper permissions to write to disk. If it is enabled, you see something similar to what is presented in Figure 2.





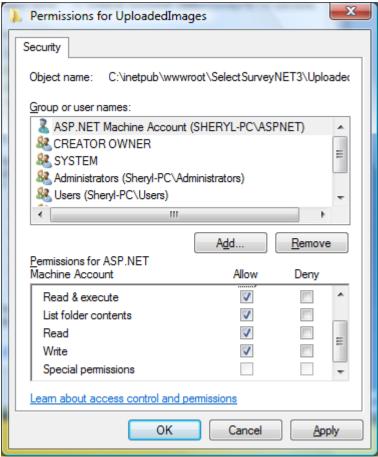


Figure 2 (IIS 7)

If you don't see the ASP.NET Machine Account in the list of users allowed to access the folder, add ASP.NET by clicking the Add button and entering ASPNET (without the period) in the text area provided (see Figure 3).

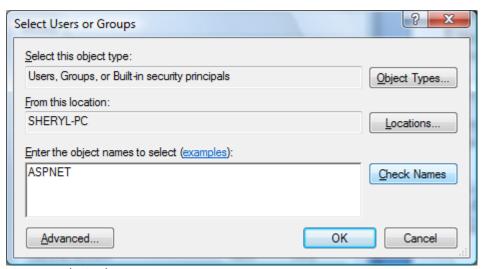


Figure 3 (IIS 7)





Click OK, and you can then click the appropriate check boxes to provide the permissions needed for your application.

Set maximum file size in admin tools "application wide settings": Login as admin into the survey application with the browser. Click "admin tools". Click "View Application wide settings". Maximum file size setting is on this page along with all the other application wide settings.

Set file size limitation in the Web.Config file:

Note that any size of 4MB requires the below setting in web.config to also be changed since ASP.NET default file upload limit is 4MB. Set the maxRequestLength to the KB size limit you desire (20000 is approx 20MB). If you are setting to a large value, you must also raise the executionTimeout setting, which is in seconds, or it will timeout before the file is uploaded, causing an error on the server.

```
<httpRuntime executionTimeout="90" maxRequestLength="20000"
useFullyQualifiedRedirectUrl="false" requestLengthDiskThreshold="8192"/>
```

If you continue to get an error on uploading files over 4MB after changing the above setting, then you may need to also update the machine.config and web.config.comments file in the folder:

C:\WINDOWS\Microsoft.NET\Framework\v3.5.50727\CONFIG

Support

Go online to http://www.classapps.com/support.asp to the support page, where you can fill out a support ticket and find contact information.





Appendix A: Application Pooling

Platform: IIS6.0 with Windows Server 2003

Symptoms: Session timeout and session loss even when user is active.

Cause: Microsoft introduced several new features into Windows 2003/IIS6 web server that affect how sessions and application pools are handled. Most web hosting companies host multiple websites in the same application pool. When resources are maxed out for an application pool IIS 6 starts to recycle these sites causing application variables to be lost for those recycled sites.

Solution:

If you are experiencing application/session loss symptoms then we would recommend asking your web hosting company to place you in your own application pool with all recycling options disabled and the recycle worker process set to recycle only once during the day at a set time.

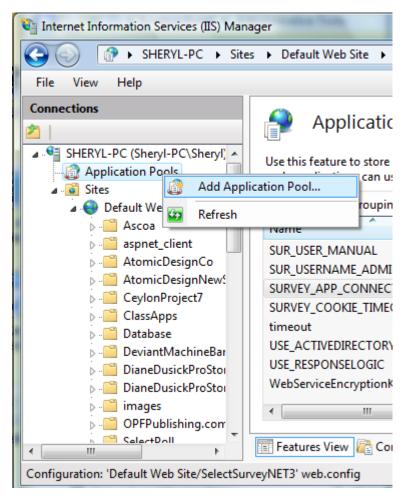
Below are the instructions to do this:

Step 1:

Add new application pool for Select Survey Application.







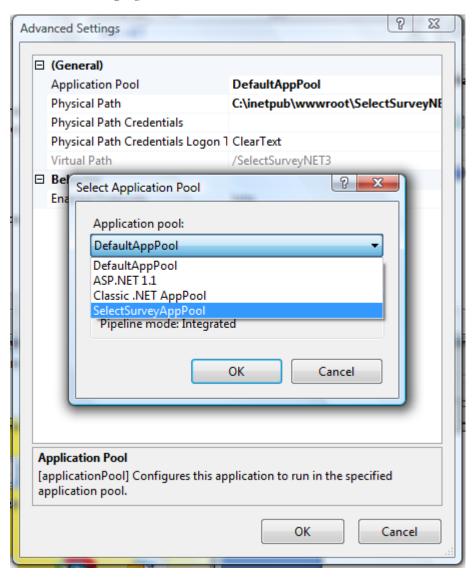
(IIS 7)

Step 2:

Choose your own application pool in the web site properties.

Done.





(IIS 7)

Appendix B: Notes for different culture/globalization settings

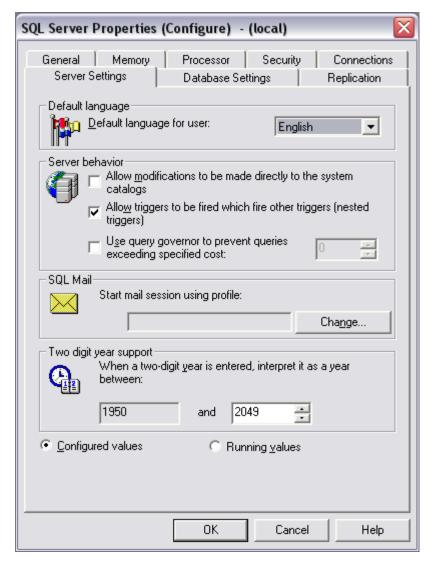
The provided application wide settings date format settings allow you to run the application even if your web server is a different language than your database server.

Click "admin tools" then "application wide settings".

How to tell what language SQL is running under: Right click on the (local) SQL Server icon in enterprise manager and click "properties". You will see a dialog box pop up similar to the below screenshot:







The default language here is how you determine how to set the "SERVER_DATE_FORMAT" value in the admin tools application wide settings. The above screenshot shows the server as value="1" for the web.config.

If you need to work beyond the settings provided in the application, please note there are other settings in the machine.config when you install the .net framework and notes for these settings are below:

In order to display different languages and formatting for different parts of the world, there is a section in the machine.config on the web server as well as in the web.config file which contain settings for this.

1. Machine.config may be found on the web server in a directory similar to the following: C:\WINDOWS\Microsoft.NET\Framework\v3.5\CONFIG\machine.config





search for the section "globalization Attributes" in the machine.config file that looks like the below and set the values for your country (they should be set as default when the framework is installed to your locale): globalization Attributes:

requestEncoding="[Encoding value]" - Encoding to use for request

responseEncoding="[Encoding value]" - Encoding to use for response

fileEncoding="[Encoding value]" - Encoding to use for files

culture="[Culture]" - default Thread.CurrentCulture

uiCulture="[Culture]" - default Thread.CurrentUlCulture

2. Web.config may be found in the web site root folder for SelectSurveyNET, edit the web.config to match your country language and culture:

<!--set culture to match datetime format you want for example "en-GB" is English Great Britain format --> <globalization requestEncoding="utf-8" responseEncoding="utf-8" culture="en-GB" />

Appendix C: Integrating with Active Directory

This application has extra pages coded to work with active directory integration.

There are two modes for Active Directory:

- **NTLM Passthrough:** Application picks up logon_user identity from IE browser and the login screen is bypassed.
- **Active Directory Login:** Application shows the login page and user enters their network login as their survey login.

Each time a user logs in with their network Active Directory login, their data is imported or updated into the survey application (nothing is every updated in Active Directory), therefore it is synched at every login (survey roles and survey related info is maintained through the synchs) and no import of data is necessary. No Active Directory passwords are stored in the survey application or its database. If no Active Directory data exists for survey required fields such as email address, an administrator must fill those in within the survey application in the user edit page. These values will not be over-written by the synch if they remain empty in Active Directory.

The following pages are different or only used for active directory integration:

- Web.config
- LoginActiveDirectory.aspx/cs





- Other pages may be disabled or coded to behave differently:
 - forgot my password (disabled)
 - user edit
 - user add
 - user registration (disabled)
 - user buttons in the app
 - o edit my account

Step 1:

Login to admin tools with non AD login (default admin/admin) click "admin tools".

Click "Application wide settings"

Select "yes" from the drop down box next to "Use ActiveDirectory for login"

Click "Save"

Logout and delete cookies so that the next time you login it will use your AD login.

Edit the web.config to contain your active directory settings.

```
<!--
           Google Apps Federation Single Sign on Authentication
   ************
   -->
   <!-- replace the x's and YOUR-DOMAIN with your own values -->
   <add key="google_clientId" value="xxxxxxx.apps.googleusercontent.com" />
   <add key="google_clientEmail" value="xxxxxxxx@developer.gserviceaccount.com" />
   <add key="google_clientSecret" value="xxxxxxxxx" />
   <!--change the url value to where the application is installed. Example:
http://yourdomain.com/selectsurvey/LoginOpenAuth2.aspx -->
   <add key="google_RedirectUrl" value="http://yourdomain.com/selectsurvey/LoginOpenAuth2.aspx" />
   <!-- change the value to where the application is installed. Example:
http://yourdomain.com/selectsurvey-->
   <add key="google JavaScriptOrigin" value="http://yourdomain.com/selectsurvey" />
   <!-- License Key for Google Apps/Open ID Integration Add-On (you can find this in your customer
account or email receipt) -->
   <add key="GOOGLE APPS LOGIN LICENSE KEY" value=""/>
   <!-- set to "yes" or "no" whether you want to use Google Apps/Open ID Integration-->
   <add key="USE_GOOGLE_APPS_LOGIN" value="no"/>
   <!-- set to your domain for google apps so no other google domain users can authenticate. Example:
"yourdomain.com" If left empty, ANYONE with a google login can login.-->
   <add key="GOOGLE APPS DOMAIN" value=""/>
```





```
<!-- the below setting is the user role that is assigned to all users that are automatically created
via AD or Google login-->
   <!-- valid values are "1" for user or "2" for create role or "3" for admin role with the default being
1 (user role) -->
   <add key="DEFAULT USER ROLE FOR LOGIN SYNCH" value="1"/>
       ***********
               Owin/IdentityServer3/OpenID Connect/Social Authentication
       ************
       -->
       <!-- replace the x's and YOURDOMAIN with your own values -->
       <!-- set to "yes" or "no" whether you want to use identityserver3 with azure AD ID Integration,
which uses openauth2-->
       <add key="USE_OPENID_APPS_LOGIN" value="no"/>
       <add key="openid clientId" value=""/>
       <add key="openid_clientSecret" value=""/>
       <add key="openid_metaDataAddress" value=""/>
       <add key="openid_RedirectUri" value="http://localhost:49754/"/>
     <!--
       ***********
              LDAP Authentication
       ***********
       -->
       <!--ACTIVE DIRECTORY SETTINGS (CASE SENSITIVE!) UPDATED in v4.069.004 PLEASE CHECK VALUES-->
       <!-- the below setting is for using the old AD code versus the new AD code that uses the new .net
AD classes -->
       <!-- default is "no" -->
       <add key="USE OLD AD CODE" value="no"/>
       <!--Prepopulate domain text box on login page? yes/no -->
       <add key="POPULATE DOMAIN TXTBOX" value="yes" />
       <!-- disable domain text box-->
       <add key="DISABLE_DOMAIN_TXTBOX" value="no" />
       <!--Domain = "test.com"; -->
       <!--For multiple domains in drop down box, separate with a semicolon:
domain.com;domain2.com;domain3.com -->
       <add key="Domain" value="test.com" />
       <!--if using NEW: Default Root OU = "DC=test,DC=com" -->
       <!--if using OLD: Default Root OU = "LDAP://test.com" -->
       <add key="ADPAth" value="DC=localhost" />
       <!--Service User -->
       <add key="ADUser" value="administrator" />
```





```
<!--Service User Password -->
        <add key="ADPassword" value="123" />
       <!--if using NEW: Default OU = "DC=test,DC=com" (no longer used in NEW)-->
       <!--if using OLD: Default OU = "OU=DeveloperDepartment," -->
        <add key="ADUsersPath" value="" />
       <!-- (only used in NEW) -->
        <!-- list of group name restrictions separated by comma (leave empty for no user group
restrictions): Test Users, Administrators-->
       <add key ="ADUserGroupRestriction" value=""/>
       <!--the below allows login with UPN. acceptable values are yes/no default is no-->
       <!--setting to yes will hide domain text box and you must use domain email address for login -->
        <add key="USE_AD_UPN_LOGIN" value="no" />
        <!--setting to turn on display of debug info on the login page to assist with setting up AD
integration (TURN THIS OFF WHEN YOU ARE DONE!)-->
        <!--valid values are "on" and "off" when "on" error stack trace and line # info will display on
bottom of AD login page when "off" no info will display. -->
       <add key="AD_DEBUG_MODE" value="off"/>
        <!--If NTLM passthrough is activated the identity will be picked up by the browser (IE only) and
the user will never see the login page. They will be automatically logged in wtih their network identity
username in which all their survey activity will be stored. -->
       <!-- valid values are "yes" and "no" -->
       <add key="USE_NTLM_PASSTHROUGH_AUTHENTICATION" value="no"/>
       <!-- required for NTLM passthrough to work otherwise regular AD login will show -->
        <add key="FORCE_NTLM_PASSTHROUGH_AUTHENTICATION" value="no"/>
       <!-- first checks SSO service (checks for ServerVariables["HTTP_SM_USER"]), then NTLM (checks for
ServerVariables["LOGON_USER"] internal uses NTLM auth for above AD network-->
        <!-- possible values "yes" or "no"-->
        <add key="SSO EXTERNAL NTLM INTERNAL PASSTHROUGH AUTHENTICATION" value="no"/>
       <!-- the below setting is the user role that is assigned to all users that are automatically
created via AD login-->
       <!-- valid values are "1" for user or "2" for create role or "3" for admin role with the default
being 1 (user role) -->
       <add key="DEFAULT USER ROLE FOR LOGIN SYNCH" value="1"/>
    <!--END OF ACTIVE DIRECTORY SETTINGS -->
     <!--
     ***********
    -->
```

Config settings for both at bottom of web.config:





By default the web.config is set to use regular forms authentication and the various login types are handled via code. In order to switch authentication type from regular forms authentication (survey login page handled) to Active Directory/NTLM you uncomment the Active Directory section, and comment out the non Active Directory authentication section.

Below is the default web.config authentication section set for Non Active Directory:

Below is the default web.config authentication section set for Active Directory:

Non Active Directory Setting:

- Regular Forms Authentication using survey logins,
- Google federated login
- Middleware or Identity Server 3 login
- CAS login
- Automated 3rd party login
- Social Login (facebook, linked in, google, etc.)





Azure

Active Directory Setting:

- Active Directory domain login using survey login page with domain drop down
- Active Directory NTLM/pass through login which authenticates to an Active Directory domain
- Azure Active Directory.

Step 2:

Add one admin user to your database.

Make sure nulls are allowed in the sur_user.password field.

Open the sur_user table and add a row with the AD username and AD password for the admin user. Then open sur_user_to_role_mapping table and add role 3 for that user. (use the existing admin user that is already in both of these tables as an example but do not delete the admin user that is there) This is because the first time users login to the survey application with AD authentication, if the user is not already in the database, they will be set at the lowest permission level in the survey app which is "user" role, which they can only take surveys, not create them. So you need to set the one admin role so you can login with that to modify users that need admin or create roles later.

Open the sur_user table and make sure the "password" column allows null. If this is not set you will get the error: Error: Field 'sur_user.user_password' cannot be a zero-length string when you attempt to login with AD.

Step 3 IIS 6:

Configure AD permissions on web folder in IIS 7 (or higher):

Authentication tab in IIS 7:

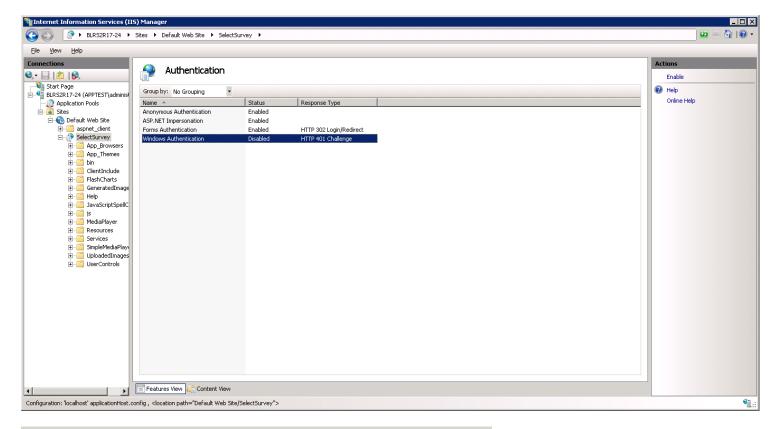
For Regular AD integration where it will display a login box the IIS 7 settings should look exactly like this screenshot:

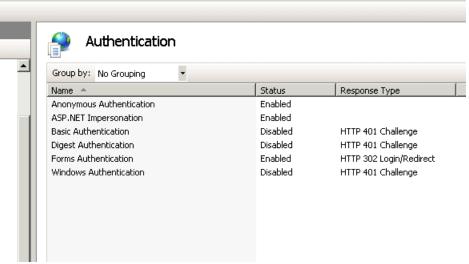
Anonymous is Enabled





- ASP.NET Impersonation is Enabled
- Forms Authentication is Enabled
- Windows Authentication is Disabled



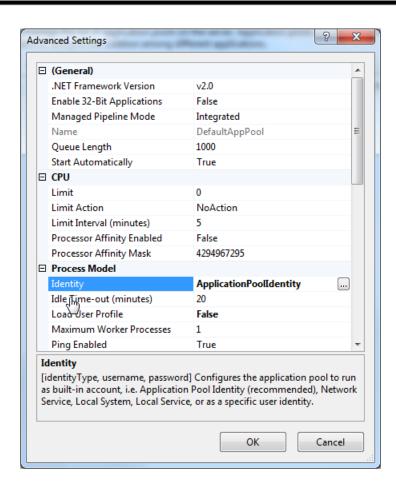






IIS authentication screen should look exactly like this (unless you are using NTLM in which anonymous needs to be disabled):

If you cannot find the option for windows authentication in IIS, see below "Install Windows Authentication" sections.



· Select the "Identity" list item and click the ellipsis (the button with the three dots).

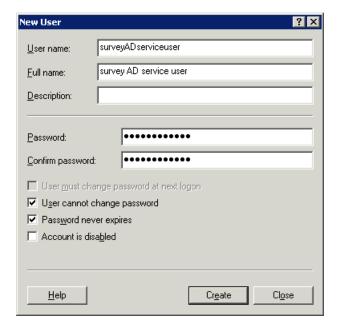
Set the Process Model Identity to ApplicationPoolIdentity instead of Network Service.

Create an AD service user account:

When authenticating to single or multiple domains, create a user in all domains with the same username and password and also on the local IIS machine with the same username and password. In IIS set this user as the "anonymous IIS" user account.

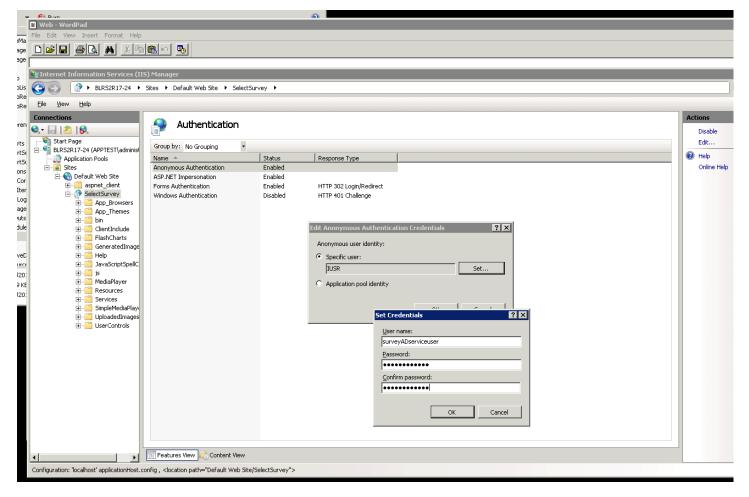






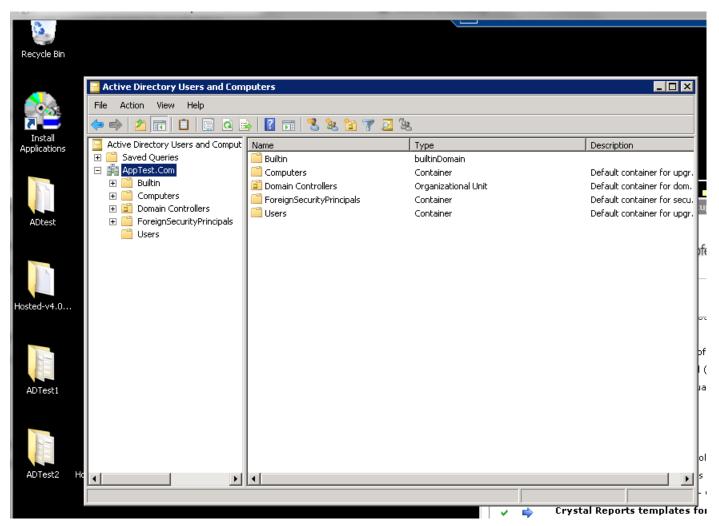
In IIS set this user as the "anonymous IIS" user account.



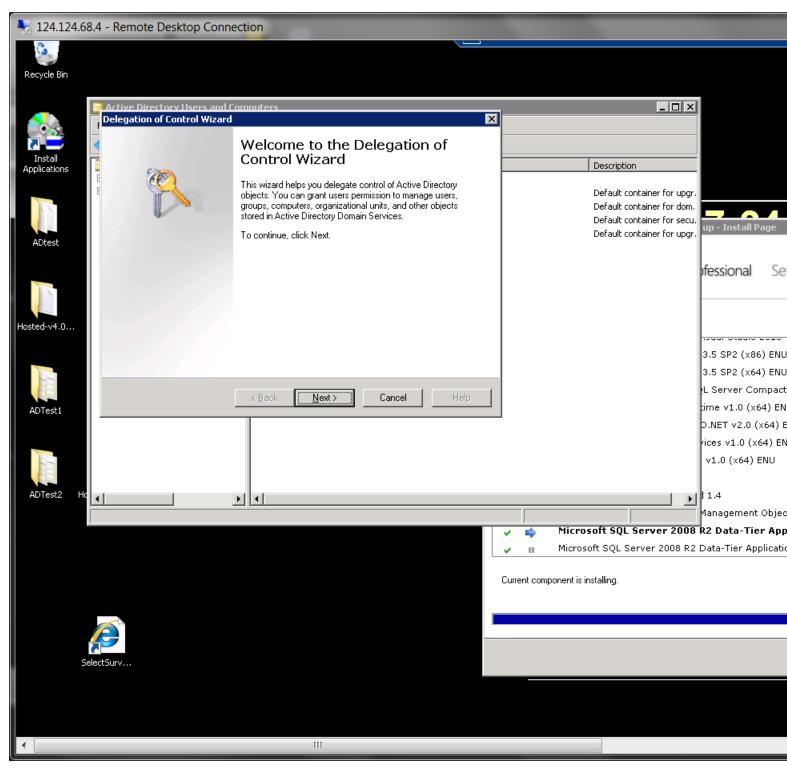


Delegate this user to "read all user info" in AD.

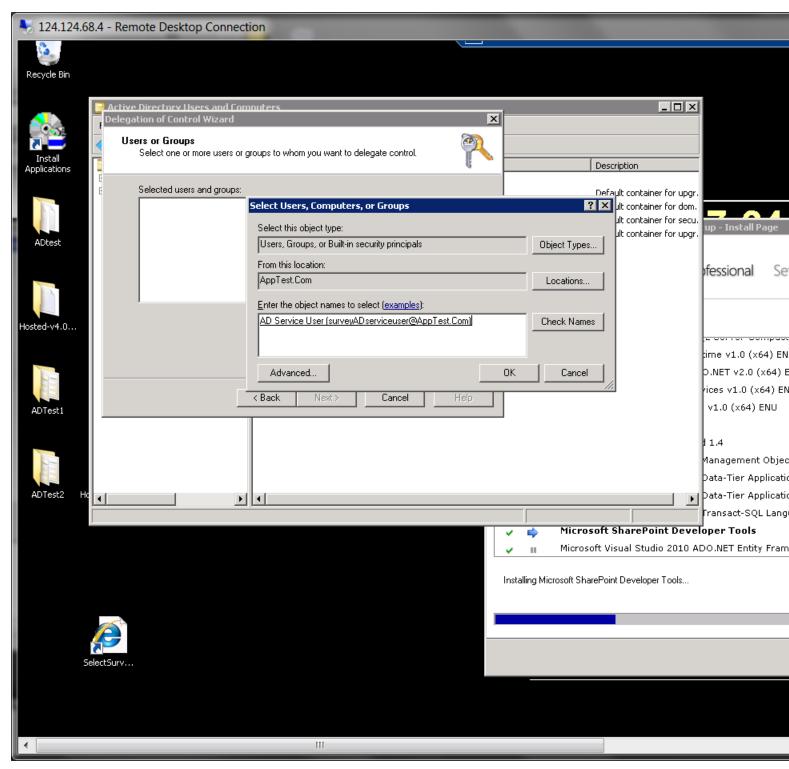




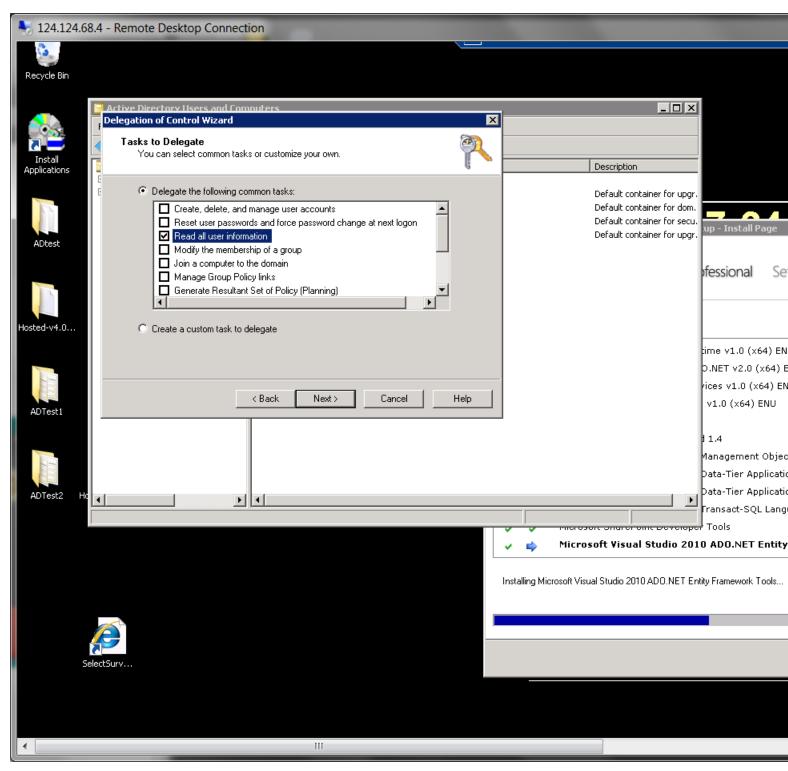






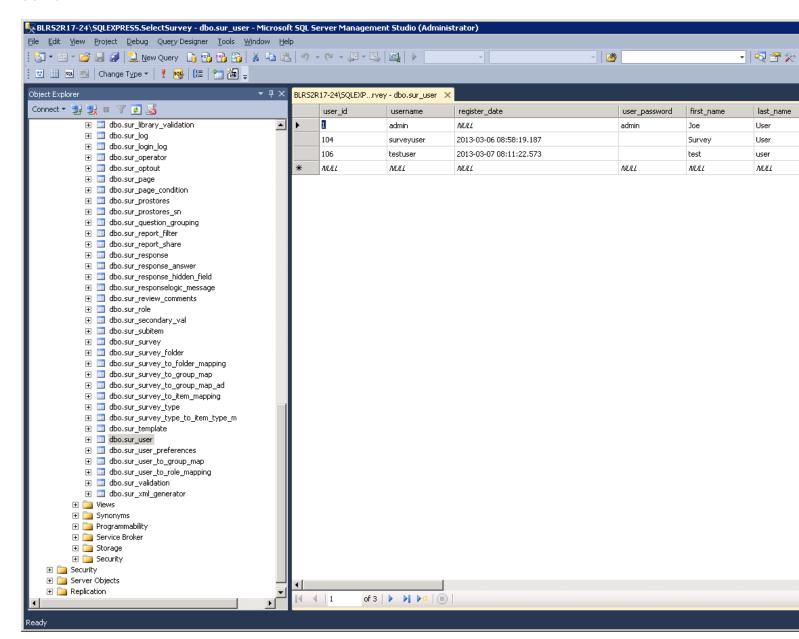








Now all domains users properties synch in SelectSurvey.NET when logging in from any trusted domain.



How the Active Directory Integration behaves:

When user logs in, their active directory info is automatically added to the sur_user table as the lowest role user (can take surveys).





This means there is no import necessary and nothing else required to synch the data between Active Directory and the survey app.

Each time the user logs in, the data is synched from the Active Directory data to the survey tables except for survey specific properties like survey role.

When survey role (user/create/admin) is edited in the survey app this will stay until edited from within the survey app.

User edit/delete in survey app does not edit or delete user in Active Directory.

How to enable NTLM for IIS 7:

When NTLM is enabled, users will not see the AD login page, but will be directed either into a survey or into the survey list page depending on their user role.

Make sure you do not use debug mode with the force NTLM passthrough authentication setting, as this would cause an infinite loop of redirects.

1. Set the NTLM specific settings in the web.config:

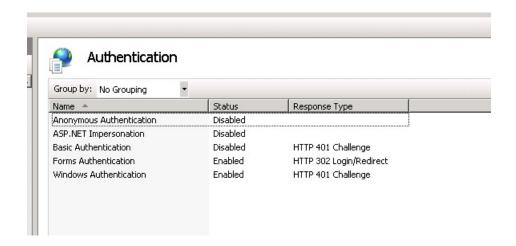




2. Set the Authentication in IIS:

NTLM requires that anonymous authentication be disabled in IIS, and windows authentication must be enabled with application user passthrough authentication set in IIS.

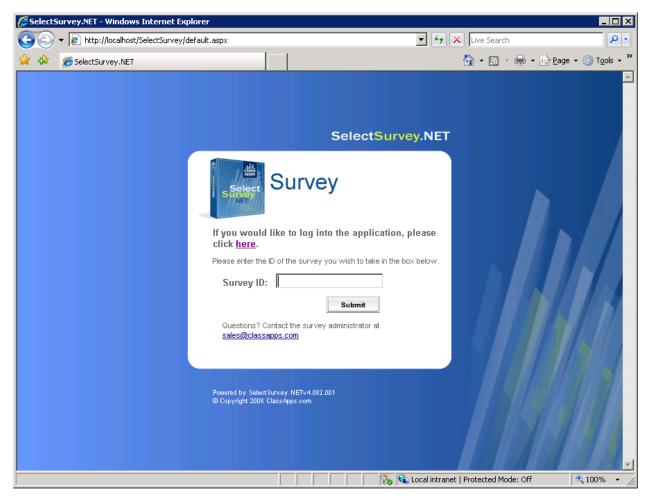
NTLM authentication should match the below screenshot exactly:



When clicking to login the user is redirected straight into the survey or into the survey list page depending on permissions.

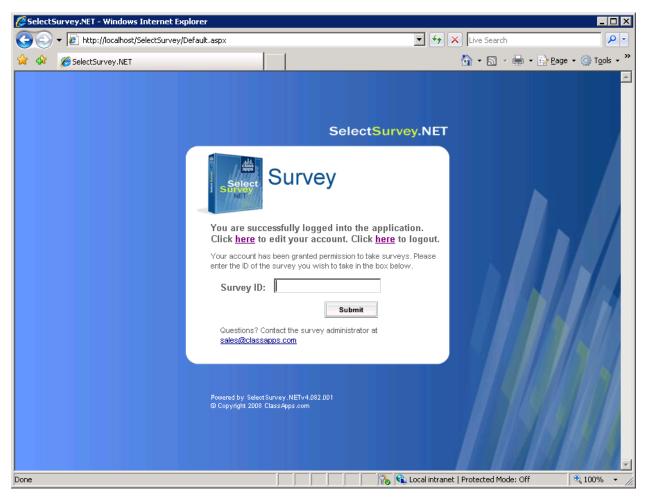






Or if the user is user role 1, then they can only take surveys or logout.





The default installation of IIS 7 does not include the Windows authentication role service. To use Windows authentication on IIS, you must install the role service, disable Anonymous authentication for your Web site or application, and then enable Windows authentication for the site or application.

Note: After you install the role service, IIS 7 commits the following configuration settings to the ApplicationHost.config file.

<windowsAuthentication enabled="false" />

Windows Server 2008 or Windows Server 2008 R2 Install Windows Authentication

1. On the taskbar, click **Start**, point to **Administrative Tools**, and then click **Server Manager**.

Page 49 of 73





- 2. In the Server Manager hierarchy pane, expand Roles, and then click Web Server (IIS).
- 3. In the Web Server (IIS) pane, scroll to the Role Services section, and then click Add Role Services.
- 4. On the **Select Role Services** page of the **Add Role Services Wizard**, select **Windows Authentication**, and then click **Next**.
 - ✓ Custom Logging (Installed)✓ ODBC Logging (Installed)
 - - Basic Authentication (Installed)
 - ✓ Windows Authentication
 - ✓ Digest Authentication (Installed)
 - Client Certificate Mapping Authentical
 - ✓ IIS Client Certificate Mapping Authen:
 - ✓ URL Authorization (Installed)
 - Request Filtering (Installed)
- 5. On the **Confirm Installation Selections** page, click **Install**.
- 6. On the **Results** page, click **Close**.

Windows Vista or Windows Install Windows Authentication

- 1. On the taskbar, click **Start**, and then click **Control Panel**.
- 2. In Control Panel, click Programs and Features, and then click Turn Windows Features on or off.
- 3. Expand Internet Information Services, then World Wide Web Services, then Security.
- 4. Select Windows Authentication, and then click OK.
 - Basic Authentication
 - Client Certificate Mapping Auther
 - Digest Authentication
 - IIS Client Certificate Mapping Aut
 - **IP** Security

 - URL Authorization
 - ✓ III Windows Authentication

How to enable Windows authentication in IIS 7

- 1. Open Internet Information Services (IIS) Manager:
 - o If you are using Windows Server 2008 or Windows Server 2008 R2:
 - On the taskbar, click Start, point to Administrative Tools, and then click Internet Information
 Services (IIS) Manager.





- o If you are using Windows Vista or Windows 7:
 - On the taskbar, click Start, and then click Control Panel.
 - Double-click Administrative Tools, and then double-click Internet Information Services (IIS)
 Manager.
- 2. In the **Connections** pane, expand the server name, expand **Sites**, and then the site, application, or Web service for which you want to enable Windows authentication.
- 3. Scroll to the **Security** section in the **Home** pane, and then double-click **Authentication**.
- 4. In the **Authentication** pane, select **Windows Authentication**, and then click **Enable** in the **Actions** pane.

If you are using NTLM disable anonymous authentication, otherwise leave it enabled.



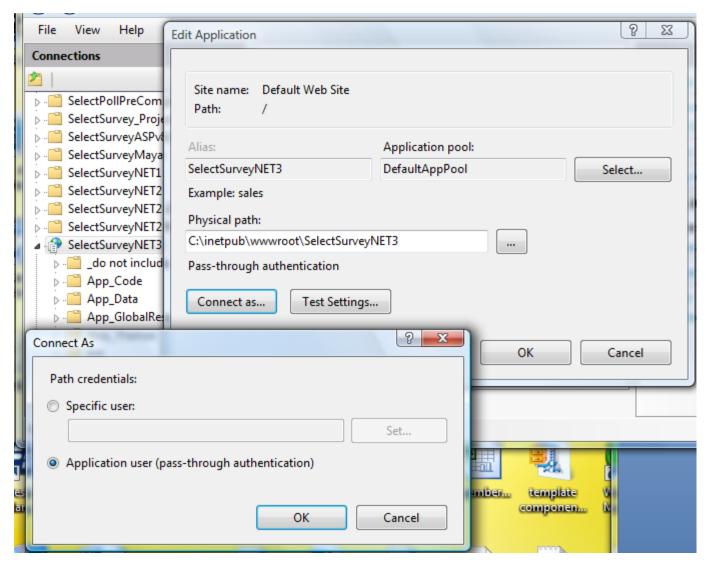
How to enable NTLM:

Disable anonymous authentication in IIS7 authentication screen for this web site.

Enable pass through authentication in IIS7 for this web site (see screenshot below).







(IIS 7)

Step 4:

Test.

How the Active Directory Integration behaves:

When user logs in, their active directory info is automatically added to the sur_user table as the lowest role user (can take surveys).

This means there is no import necessary and nothing else required to synch the data between Active Directory and the survey app.





Each time the user logs in, the data is synched from the Active Directory data to the survey tables except for survey specific properties like survey role.

When survey role (user/create/admin) is edited in the survey app this will stay until edited from within the survey app.

User edit/delete in survey app does not edit or delete user in Active Directory.

Browser NTLM Configuration: IE Browser

IE:

- 1) from IE browser select Tools menu, choose "Internet Options"
- 2) click the security tab
- 3) select the local intranet icon
- 4) click the "Sites" button
- 5) click the "Advanced " button
- 6) add your selectsurvey installation URL to the local intranet zone.
- 7) click the add button then click ok.

Internet Explorer Local Machine Trusted Sites Setup

So you may not have a domain, with an Active Directory Server to do your bidding. Don't worry though, as this is just as easy to setup on your local machine. If you're on a domain, you'll need to complete the following on your active directory server before skipping to the next section anyway.

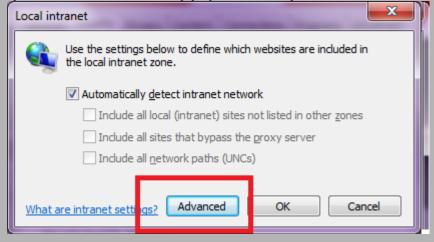




2. Click on the 'Local Intranet' icon, and then click the Sites button to open the list of Trusted Sites for the Intranet zone.



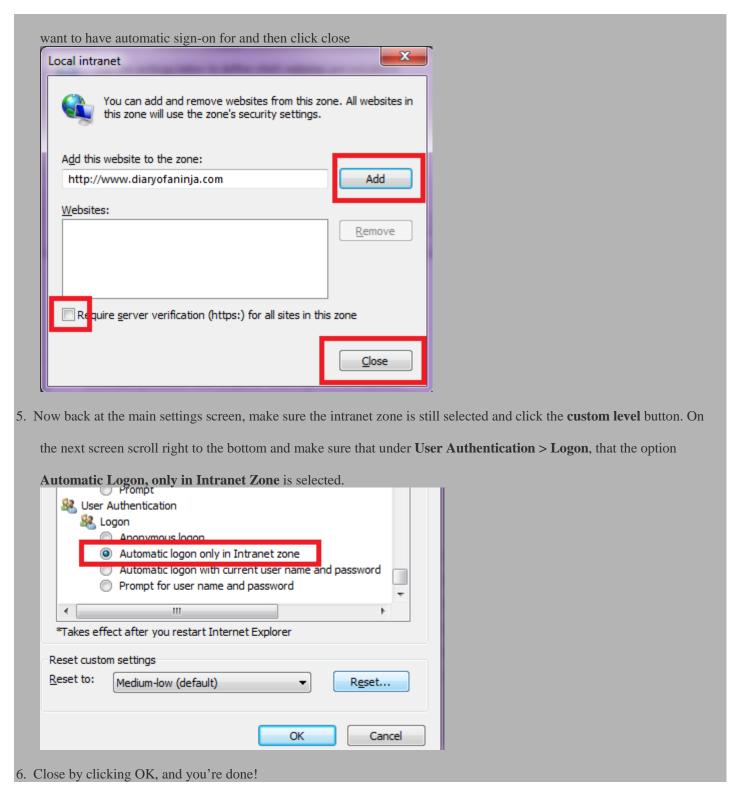
3. If you're in IE 6-7 This will simply open the list, If you're in IE 8 it will show the window below. Click **Advanced.**



4. If your site ASP.Net, SharePoint or TFS site is not on an HTTPS connection (I'm assuming it isn't) un-tick the box marked

"Require secure connection", and then enter your site's address in the box. Then click Add. Do this for every site you







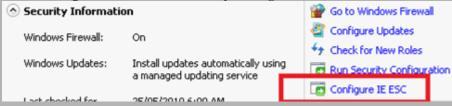
Internet Explorer Domain Group Policy Trusted Sites Setup

If you're on a domain, and want to allow all your users to have automatic sign-on, Group Policy is your friend. If you don't you're already done.

- Login to your Active Directory Domain Controller, using a domain admin account, and perform the steps listed above to
 setup the local Internet Explorer settings on the server. You will want to repeat the following for two separate policies.

 One with Enhanced Security Configuration turned on, and one with it turned off, so that you can support workstations
 with both configuration.
- 2. To turn off Internet Explorer Enhanced Security Configuration on a Windows 2008 server do the following. Open up

Server manager, scroll down to Security Configuration and click the link that says Configure IE ESC



3. Turn it off for **Administrators** and close the window

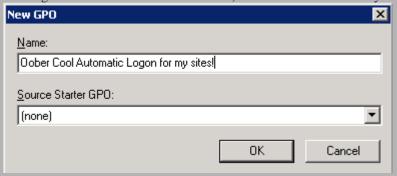






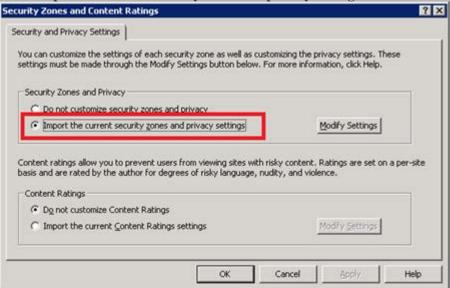
- 4. Open up Group Policy Management
- 5. Right-click your domain name (or whichever OU contains the users you wish to apply this to), and create a new Policy by

clicking "Create a GPO in this domain, and link it here". Give your new policy a name (preferably better than mine)



- 6. Right click on your newly created policy and select Edit
- 7. Open down to User Configuration > Policies > Windows Settings > Internet Explorer Maintenance > Security > Security Zones and Content Ratings

8. Select "Import the current security zones and privacy settings"



9. When you select this option you will probably receive a warning about 'Internet Explorer Enhanced Security Configuration'.







This is why we disabled the enhanced configuration in step 3, so that this policy will apply to workstations without

Enhanced security turned on. Click Continue.

10. Close all open windows.

The changes will take time to replicate through your AD topology, depending on your setup. You may see the changes take effect within 15 mins to an hour. If you have a Multi-site AD setup it may take a day or two.

Browser NTLM Configuration: Firefox Browser

Firefox:

About > Config

network.automatic-ntlm-auth.trusted-urls Value: SurveyServername





1. Open FireFox and type about:config in the address bar. Click I'll be careful, I promise! to the warning and you'll open

the FireFox advanced configuration page.



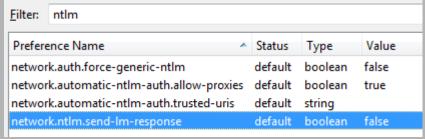
This might void your warranty!

Changing these advanced settings can be harmful to the stability, security, and performance of this application. You should only continue if you are sure of what you are doing.

Show this warning next time

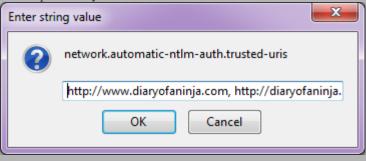
I'll be careful, I promise!

- 2. Search for **ntlm** by typing it into the filter box.
- 3. Select the option network.ntlm.send-lm-response and double click it to toggle it to on



4. Next double click the item marked **network.automatic-ntlm-auth.trusted-uris** in the next box enter each URL of your

sites seperated by a comma – click OK



5. Close the tab and you're done!

FireFox Domain Group Policy Trusted Sites Setup



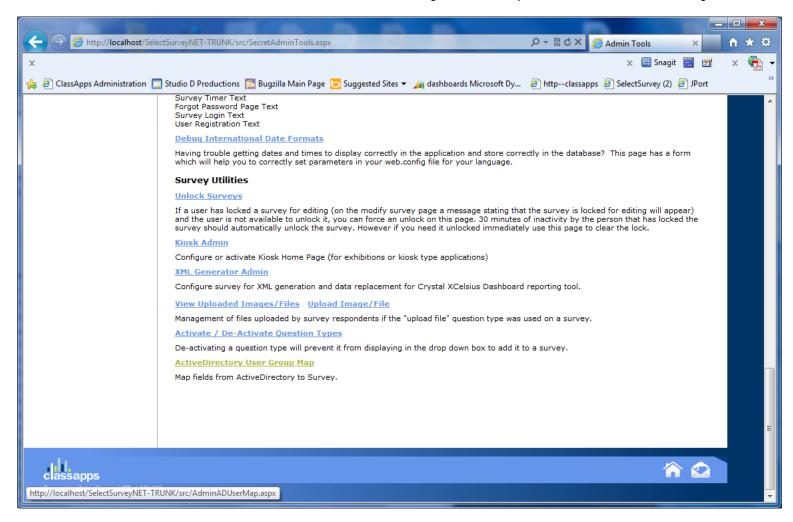


Firefox is Mozilla's beast, and therefore what they say and do goes in the world of FireFox. Sadly this means that there is no clear cut way to setup group policy's for FireFox.

Click the link to go to the selectsurvey login.aspx page and the page will never show you will automatically be logged in and forwarded to the survey list page, or if a user, to the survey.

Mapping AD User Fields to SUR_USER Survey User Fields

SelectSurvey.NET has a built in capability of mapping custom fields from AD to the Survey User. To access this feature, login as admin user, then click "Admin Tools", "ActiveDirectory User Map". See the screenshots below for an idea of the fields that you can map between AD and Survey.









SelectSurvey.NET

Skip Navigation | Logout | Admin Tools

| ActiveDirectory User **Property Mapping**

This page allows activating or de-activating question types from being added to a survey.



Page Help

Go to Survey List

ActiveDirectory User Property Mapping

ActiveDirectory User Property Mapping

This page is for administrators to map AD properties to survey user fields. When mapping is set, the AD properties will overwrite the survey user properties when synched upon every login.

Enter the proper AD property for each survey user field. CASE SENSITIVE! Then click save at bottom of page.

Survey User Field		ActiveDirectory User Property
sername (sur_user.username)	SAMAccountName (Default AD setting)	
sername (sur_user.username)	userPrincipalName (Default AD setting if 1st returns null)	
sername (sur_user.username)	HttpContext.Current.User.Identity.Name (Default NTLM setting)	
lsername (sur_user.username)	Request.ServerVariables["LOGON_USER"] (Default NTLM setting if 1st returns null	
legister Date (sur_user.register_date)	n/a (User registration feature is not used with AD)	
lser Password (sur_user.password)	n/a (User password is not stored with AD integration)	
assword Hint (sur_user.password_hint)	n/a (Password hint is not used with AD integration)	
irst Name (sur_user.first_name)	givenName	search.PropertiesToLoad.Add("givenName")
ast Name (sur_user.last_name)	sn	search.PropertiesToLoad.Add("sn")
mail Address (sur_user.email_address)	mail	search.PropertiesToLoad.Add("mail")
Current Position (sur_user.current_position)	Title	
Company (sur_user.company)	company	search.PropertiesToLoad.Add("company")
ocation (sur_user.location)	StreetAddress	search.PropertiesToLoad.Add("StreetAddress")
Custom Data 1 (sur_user.custom_data_1)		
Custom Data 2 (sur_user.custom_data_2)		
Custom Data 3 (sur_user.custom_data_3)		
ctive YN (sur_user.active_yn)	n/a (Not used with AD in	ntegration)
lser Title (sur_user.user_title)		
Company Head (sur_user.company_head)		
Department (sur_user.department)	department	search.PropertiesToLoad.Add("department")
ddress 1 (sur_user.address_1)	StreetAddress	search.PropertiesToLoad.Add("StreetAddress")
ddress 2 (sur_user.address_2)		
tip Code (sur_user.zip_code)	postalCode	search.PropertiesToLoad.Add("postalCode")
City (sur_user.city)		
state (sur_user.state)	st	search.PropertiesToLoad.Add("st")
Country (sur_user.country)		
Business Phone 1 (sur_user.business_phone_1)	telephoneNumber	search.PropertiesToLoad.Add("telephoneNumber")
susiness Phone 2 (sur_user.business_phone_2)		
Business Fax (sur_user.business_fax)		
lobile Phone (sur_user.mobile_phone)	mobile	search.PropertiesToLoad.Add("mobile")
ctive Until (sur_user.active_until)	n/a (not used by AD integration)	
orce Password Change (sur_user.force_password_change)	n/a (not used by AD integration)	
	Save Mappings	
ther Available Properties:		

search.PropertiesToLoad.Add("manager") search.PropertiesToLoad.Add("homephone") search.PropertiesToLoad.Add("url")

List of all properties in your domain:

Page 61 of 7









Appendix D: Common Errors/Solutions

Below are some common errors and how to resolve them.

There is a variable in web.config "Show admin tools" yes/no. When this is set to yes, a tool icon will display in the upper right corner of application when logged in as admin user. Click the tool icon, then there is a variety of admin tools to help with install and configuration.

Error: Ambiguous match found.

Solution: You are using the wrong version of the .net framework, right click the web site folder in iis and check on the .net framework tab to make sure it is pointing to the correct version 3.5 of the .net framework.

Error: Database error.

Solution: Go to debugdatabaseconnection.aspx in the application and paste in your connection string, the error will tell you how to fix it. If you are using SQL 2005 Express, by default it does not allow remote connections (see SQL express help on how to configure). If the app is running on a domain controller you will not be able to use integrated security SSPI in your SQL connection string, you will have to use the sql login in the connection string. Again use the debugdatabaseconnection.aspx for testing. If you are using integrated security SSPI, the asp.net account (or account it logs in with) must have permissions to the sql server.

Error: Object reference not set to an instance of an object.trace: at SelectSurveyNET.SurveyListPage.Page_Load

Solution 1: Make sure you have upgraded your database to add new columns. See releasenotes.txt in the upgrade zip file, check all database changes from version you were using, to new version.

Solution 2: If you are running the application on a sharepoint server, you need to add variables to the web.config so that login authentication will retain user.context.

Sharepoint variables: (add to system.web section in web.config.)





Appendix E: Preferred Hosting Providers

Hosting provider must allow control panel ability to add asp.net application folder. If they don't, then you will most likely have to create a support ticket to wait for them to add it for you.

The below hosting providers have asp.net permissions and asp.net application folders that you can configure through the control panel: (this is not a complete list)

Intermedia.net

Godaddy.com

Appendix F: Windows Sharepoint Services

Hosting the survey application on a server that has Microsoft Sharepoint Services installed will require some tweaking for security to work.

Sharepoint security will over-ride security to the Survey application (or any other 3rd party application) without following the below steps:

(The below is an excerpt from http://support.microsoft.com/kb/828810)

Add Sharepoint information to Select Survey web.config:

You'll have to both add an excluded path and clear out the HTTP handlers in





web.config. In your web.config file, add these directives immediately after

<system.web>.

```
Example 1: (default)
<!--SHAREPOINT START: DEFAULT SHAREPOINT ADDITIONS -->
<trust level="Full" originUrl=""/>
<httpHandlers>
<add verb="*" path="*.aspx" type="System.Web.UI.PageHandlerFactory, System.Web, Version=1.0.5000.0, Culture=neutral, PublicKeyToken=b03f5f7f11d50a3a" />
</httpHandlers>

cpages enableSessionState="true" enableViewState="true" enableViewStateMac="true" validateRequest="false"/>
<!--SHAREPOINT END -->
```

Here is another example of a more complicated sharepoint addition to the survey web.config (add directly under system.web section in web.config):

```
Example 2: (complex)
```





You can also find more information on google groups and the Microsoft support site.

Appendix G: Web Farm Configuration

SelectSurvey.NET can be configured for web farms or web gardens by following the instructions below to make a simple change to the web.config file. ASP.NET session state lets you share session data user-specific state values across all machines in your Web farm. Now a user can hit different servers in the web farm over multiple requests and still have full access to her session.

The default setting for session state in the SelectSurvey.NET web.config is "inProc" session state because its performance is faster than all the different types of session states. For SelectSurvey.NET to run without session errors on a web farm or web garden scenario, the session state must be changed from "inProc" to "StateServer" in the web.config as described below:

To configure an ASP.NET application to use **StateServer** mode, in the application's Web.config file do the following:

- Set the mode attribute of the sessionState element to StateServer.
- Set the **stateConnectionString** attribute to **tcpip**=serverName:**42424**.

The following example shows a configuration setting for **StateServer** mode where session state is stored on a remote computer named <code>SampleStateServer</code>:

```
<configuration>
    <system.web>
        <sessionState mode="StateServer"
            stateConnectionString="tcpip=SampleStateServer:42424"
            cookieless="false"
            timeout="20"/>
        </system.web>
</configuration>
```

Read the items below concerning proper setup of the servers on the webfarm.





StateServer

- In a web farm, make sure you have the same <machineKey> in all your web servers. See <u>KB</u>
 313091 on how to do it.
- Also, make sure your objects are serializable. See KB 312112 for details.
- For session state to be maintained across different web servers in the web farm, the
 Application Path of the website (For example \LM\W3SVC\2) in the IIS Metabase should be
 identical in all the web servers in the web farm. See KB 325056 for details

Additional information on Microsoft.com:

More information can be found here: http://www.eggheadcafe.com/articles/20021016.asp

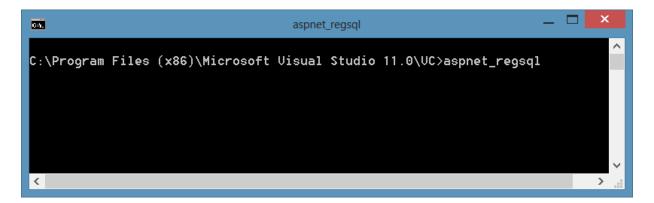
Web-Farm Session State ASP.NET session state lets you share session data user-specific state values across all machines in your Web farm. Now a user can hit different servers in the web farm over multiple requests and still have full access to her session.

http://msdn2.microsoft.com/en-us/library/ms178586.aspx

SQLServer Session store

To enable storage of session state in SQL Server, update the web.config, and configure the SQL Server database to store the session state.

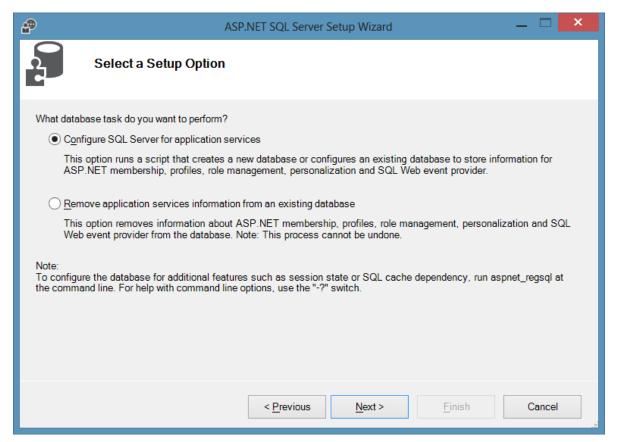
- 1) Update the web.config by changing the "mode" from "InProc" to "SQLServer": <sessionState mode="SQLServer" stateConnectionString="tcpip=127.0.0.1:42424" sqlConnectionString="data source=127.0.0.1;Trusted_Connection=yes" cookieless="false" timeout="20"/>
- 2) Open the visual studio command prompt and type in "aspnet_regsql" to open the wizard for configured SQL to store session data:



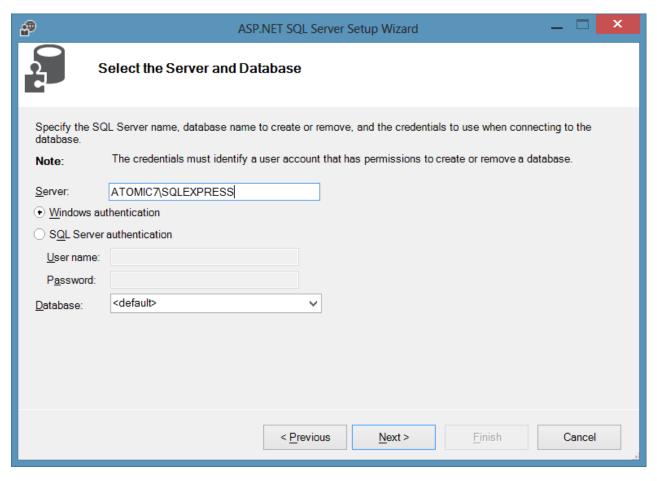






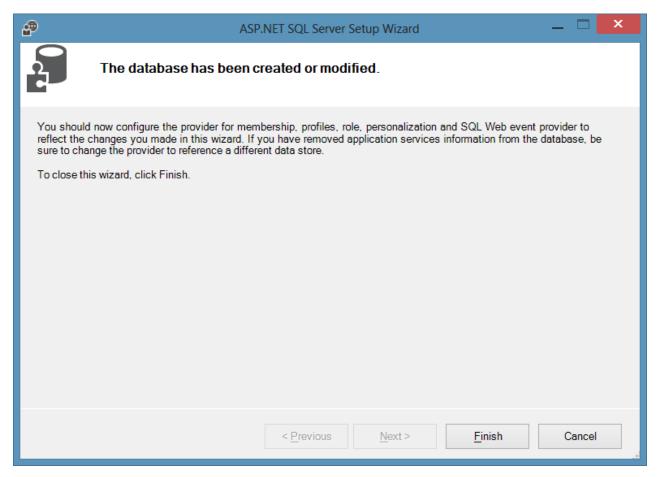






A new database called "aspnetdb" will be created on the SQL server.





Developer reference: http://www.codeproject.com/Articles/416137/Understanding-Session-Management-Techniques-in-ASP

Appendix H: Single Sign on with SQL Membership Provider

SelectSurvey.NET provides integration with Single Sign on using MS SQL Membership Provider as an optional feature. Below are instructions for configuring the Single Sign on feature.

When the membership provider is activated, the application authenticates to the membership provider database, and then tries to find the user with the same "username" in the sur_user table in the survey database. If it finds it, the user is redirected into the survey list page.

The user enters their username and password into the survey login.aspx page, it authenticates to your membership provider database, then looks in the survey database for the matching user and redirects them into the survey list page (depending on the user's role level).r

The users in the survey database still need to synch with whatever single sign on you are using. You can either write a custom provider to do the synching or you can modify the source code of the survey application to add in the synching upon login if membership provider is used on the login.aspx.cs page the same way we wrote the





synching for the AD/NTLM page LoginActiveDirectory.aspx.cs. Source code must be purchased to make this edit in the survey application side. If the synching happens from your custom provider, it can create the user directly in the database upon authentication.

1) Edit the web.config file section below:

<!-- If you are using the survey app in a single sign on environment, enter the details of the membership provider in the <membership> node further down in this file. -->

<add key="UseMembershipProvider" value="no" />

2) Edit the web.config section as follows: Incluede a <membership> configuration in the <system.web> section as shown:

<membership defaultProvider="SqlMembershipProvider">

cproviders>

<add name="SqlMembershipProvider"

type="System.Web.Security.SqlMembershipProvider" connectionStringName="ASPNETDB" requiresUniqueEmail="true" maxInvalidPasswordAttempts="25" minRequiredPasswordLength="4" minRequiredNonalphanumericCharacters="0" requiresQuestionAndAnswer="false" applicationName="/SelectSurveyNET"/>

</membership>

3) Configure a <connectionString> element with the name "ASPNETDB".

That is the connection string to the authentication database. It is required in addition to the connection string to the SelectSurvey.NET database. Below is a condensed version of what the web.config file should look like:

<?xml version="1.0" encoding="UTF-8"?>

<configuration>

<connectionStrings>





```
<add name="ASPNETDB" connectionString="Data
Source=xxx.xxxx.xxxx.xxxx;Initial
Catalog=xxxxxx;UID=xxxxxxxx;Password=xxxxxx"
providerName="System.Data.SqlClient" />
</connectionStrings>
<appSettings>
--all your app settings go in here. along with your existing SelectSurveyNET connection string
<add key="UseMembershipProvider" value="yes" />
<add key="SURVEY_APP_DB_DRIVER" value="OleDb" />
<add key="SURVEY_APP_CONNECTION" value="Provider=SQLNCLI;Data Source=xxx.xxxx.xxxx.xxxx;Initial
Catalog=SelectSurveyNET;UID=xxxxxx;Password=xxxxx" />
```

-- other settings...

<system.web>

</appSettings>

<membership defaultProvider="SqlMembershipProvider">

cproviders>

<add name="SqlMembershipProvider" type="System.Web.Security.SqlMembershipProvider" connectionStringName="ASPNETDB" requiresUniqueEmail="true" maxInvalidPasswordAttempts="25" minRequiredPasswordLength="4" minRequiredNonalphanumericCharacters="0" requiresQuestionAndAnswer="false"</p>

applicationName="/SelectSurveyNET"/>

</membership>

</system.web>





Appendix I: Minimizing File Upload Feature Vulnerability

The "Respondent File Upload" feature and all features that allow uploading of images or files pose a potential risk for malicious files to be uploaded.

How to Allow File Upload while minimizing risk:

- Make sure you are using the latest version of SelectSurvey.NET v4.077.012 or later OR you have disabled the file upload question type AND removed write permissions on the "UploadedImages" folder.
- Make sure you have antivirus installed and running on the web server and that it is scanning the UploadedImages folder, or the folder you have specified for the "Respondent File Upload" question type.
- Make sure the folder specified for respondent file uploads is isolated and permissions on that folder are limited only to that folder.
- Train survey designers to specify file restrictions when adding the "Respondent File Upload" question type on a survey (the edit item page has checkboxes to restrict files to specific types)
- Make sure the web.config that only allows static files in the UploadedFiles folder (or whatever folder you have specified in admin tools>application wide settings for this) is there (can be copied from v4.077.012 or later from UploadedImages folder)
- Remove any files from the UploadedImages folder that are not static. That includes .html, .htm, .asp, .aspx, etc.
- Make sure you run windows updates on the web server
- Follow Microsoft Security Recommended Best Practices
- Make sure you are doing daily backups of files and databases on the server.

How to Disable file uploading and eliminate risk:

Remove folder and file permissions on the file upload folder designated in Admin Tools > Application Wide Settings. By default this is the "UploadedImages" folder on the web server right beneath the survey web folder itself.

How to Disable the "Respondent File Upload" Question Type:

To disable the ability for survey designers and administrators from adding the "Respondent File Upload" question type to a survey, login as an admin user, click "Admin Tools" > "Activate/De-Activate Question Types". Select the "Respondent File Upload" question type from the drop down list and click the arrow to move it to the disabled list of questions. If you are disabling file upload, you should also disable the question type, so that it does not show up as an option in the application.

