



Guidance :

Guide to Uninstall BEAR DataShare
(Windows, Mac, Linux,
SmartPhone and iPhone)

| Document Details | |
|----------------------------|--|
| Document Number: | ITSRCT-USR-006 |
| Document Author: | Aslam Ghumra - Research Data Manager |
| Last Reviewed By: | Jeanette Harrison - Research Data Specialist |
| Date Last Reviewed: | 27/07/2016 |
| Next Review Date: | 27/07/2017 |

| Version History | | | |
|-----------------|--------------|-----------------------|------------|
| Revision | Author | Version History | Date |
| 0.1 | Aslam Ghumra | 1 st Draft | 26/07/2016 |
| | | | |
| | | | |
| | | | |
| | | | |

INTRODUCTION

This document is designed to provide information regarding uninstalling BEAR Data Share client from your local PC, Mac, Linux, and Smartphones.

INFORMATION CLASSIFICATION OVERVIEW

The University Information Classification Standard defines data into three categories (more information can be found in [Guidelines for Information Handling](https://intranet.birmingham.ac.uk/it/governance/policy/index.aspx) on the IT Services Policies web page <https://intranet.birmingham.ac.uk/it/governance/policy/index.aspx>) :

- Open
- Restricted
- Confidential

IMPORTANT INFORMATION

IMPORTANT:

SENSITIVE/CONFIDENTIAL DATA WHICH IS NOT ENCRYPTED SHOULD NOT BE PLACED IN BEAR DATASHARE. AS OF THIS WRITING, FILES ARE NOT AUTOMATICALLY ENCRYPTED AND MUST BE ENCRYPTED USING APPROVED ENCRYPTION TOOLS. CONTACT THE SERVICE DESK FOR A CURRENT LIST OF THESE APPROVED ENCRYPTION TOOLS.

IMPORTANT:

IF IN DOUBT, SEEK ADVICE FROM IT SUPPORT. IT CAN ADVISE ON ANY DATASHARE PROBLEMS THAT YOU MAY HAVE.

GENERAL TIPS

1. It is **STRONGLY RECOMMENDED** that a copy of data, **not the original**, is transferred.
 - a. For file encryption, copy the file to be encrypted and encrypt the copy. **ENSURE THAT THE ORIGINAL COPY IS NOT ENCRYPTED AND REMAINS ON THE FILE STORAGE SYSTEMS.**
2. Do not re-use passwords for encrypting files. The most secure method is to have entirely unique passwords for each encrypted file.

You must be a research academic or post graduate researcher at the University of Birmingham or an invited participant. Submit a request via the Service Desk at <https://universityofbirmingham.service-now.com/>

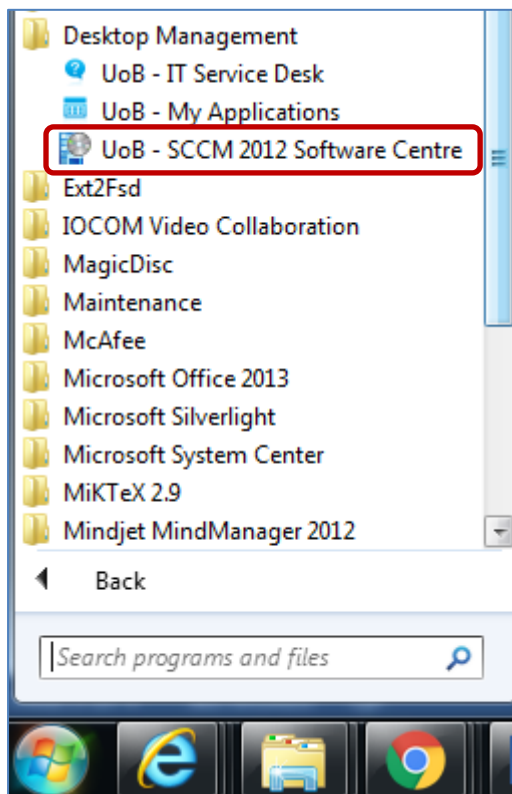
Windows 7 Operating System

There are a couple of methods that can be used to uninstall BEAR Data Share but it will depend on whether you have administrator rights on your PC/Laptop.

SCCM (System Centre Configuration Manager)

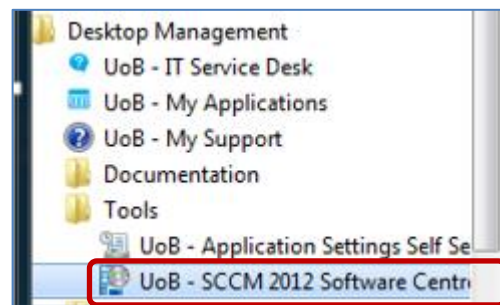
If you have installed BEAR Data Share using the SCCM Desktop Management application, then you can uninstall using SCCM

Start > All Programs >
Desktop Management >
UoB – SCCM 2012 Software Centre

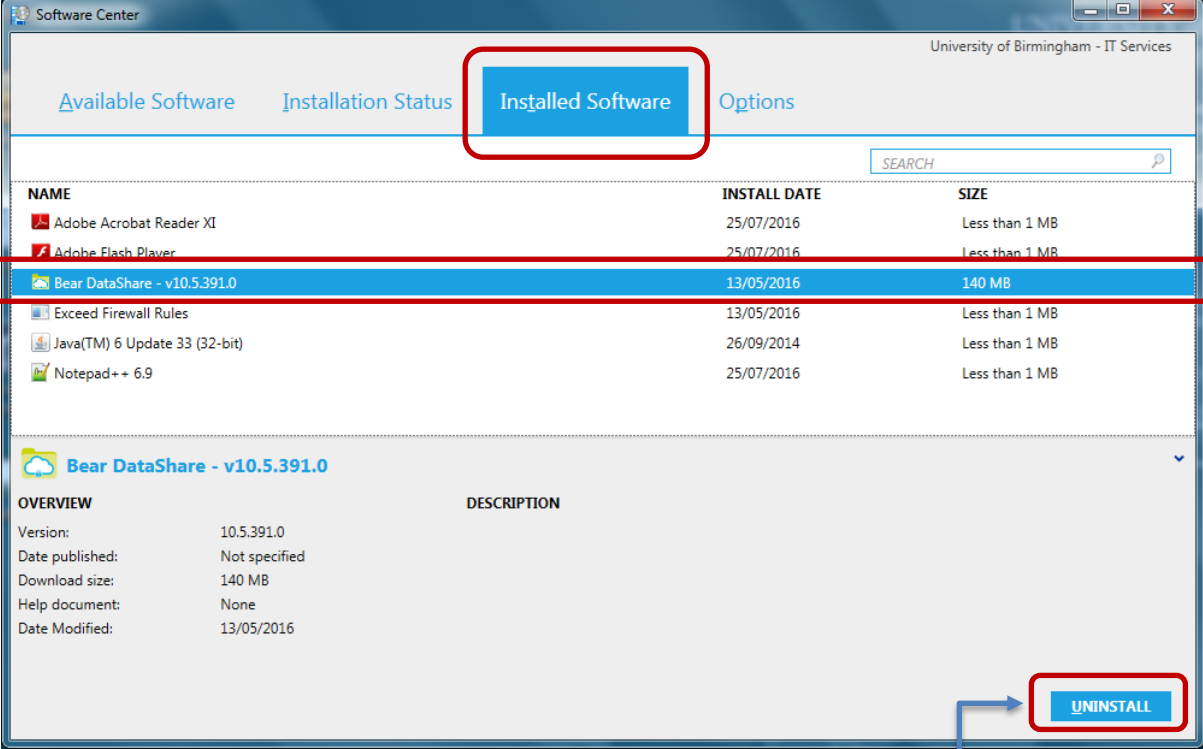


OR

Start > All Programs >
Desktop Management >
Tools > UoB 2012 Software Centre



Navigate to the Installed Software tab as shown in the following window:



The screenshot shows the 'Software Center' window with the 'Installed Software' tab selected. A table lists installed software with columns for NAME, INSTALL DATE, and SIZE. The 'Bear DataShare - v10.5.391.0' entry is highlighted. Below the table, the 'UNINSTALL' button is visible. Two callout boxes provide instructions: 'Select Bear DataShare' and 'Click Uninstall to begin the uninstall process.'

| NAME | INSTALL DATE | SIZE |
|-------------------------------------|--------------|----------------|
| Adobe Acrobat Reader XI | 25/07/2016 | Less than 1 MB |
| Adobe Flash Player | 25/07/2016 | Less than 1 MB |
| Bear DataShare - v10.5.391.0 | 13/05/2016 | 140 MB |
| Exceed Firewall Rules | 13/05/2016 | Less than 1 MB |
| Java(TM) 6 Update 33 (32-bit) | 26/09/2014 | Less than 1 MB |
| Notepad++ 6.9 | 25/07/2016 | Less than 1 MB |

Bear DataShare - v10.5.391.0

OVERVIEW

Version: 10.5.391.0
Date published: Not specified
Download size: 140 MB
Help document: None
Date Modified: 13/05/2016

DESCRIPTION

UNINSTALL

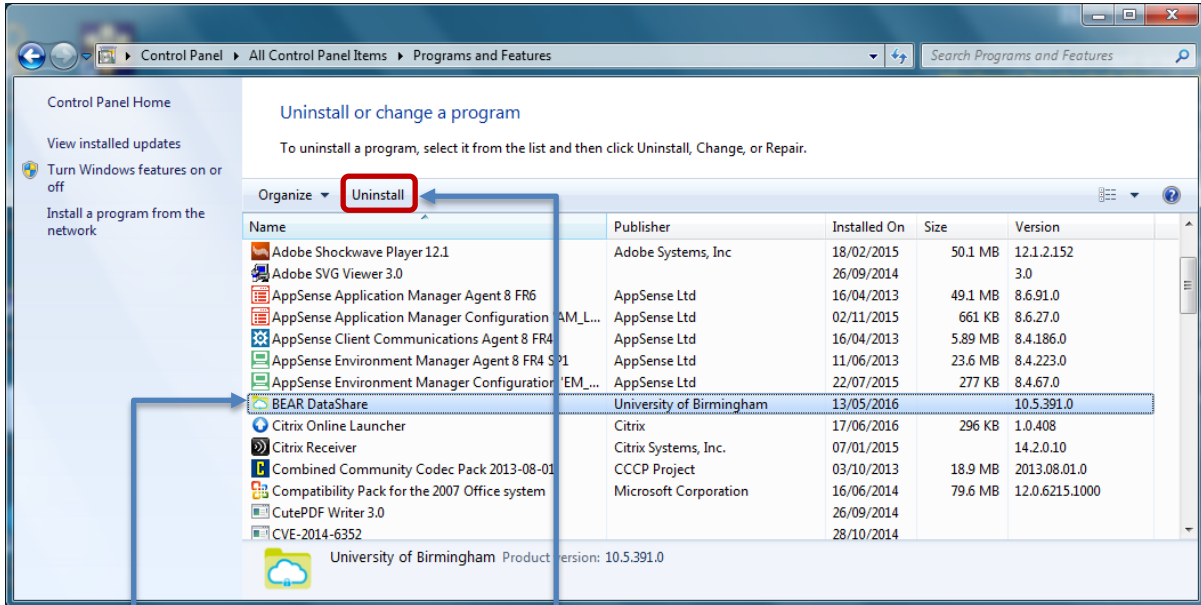
Select Bear DataShare

Click Uninstall to begin the uninstall process.

When the uninstall process is complete, you will receive a message, "The application has been uninstalled."

Control Panel - (Use if you have administrator rights to your PC/Laptop)

Click Start > Control Panel > Program and Features



Locate BEAR DataShare

Select Uninstall and choose 'yes' to all prompts

It would be prudent to reboot your PC after installation.

Mac Operating System

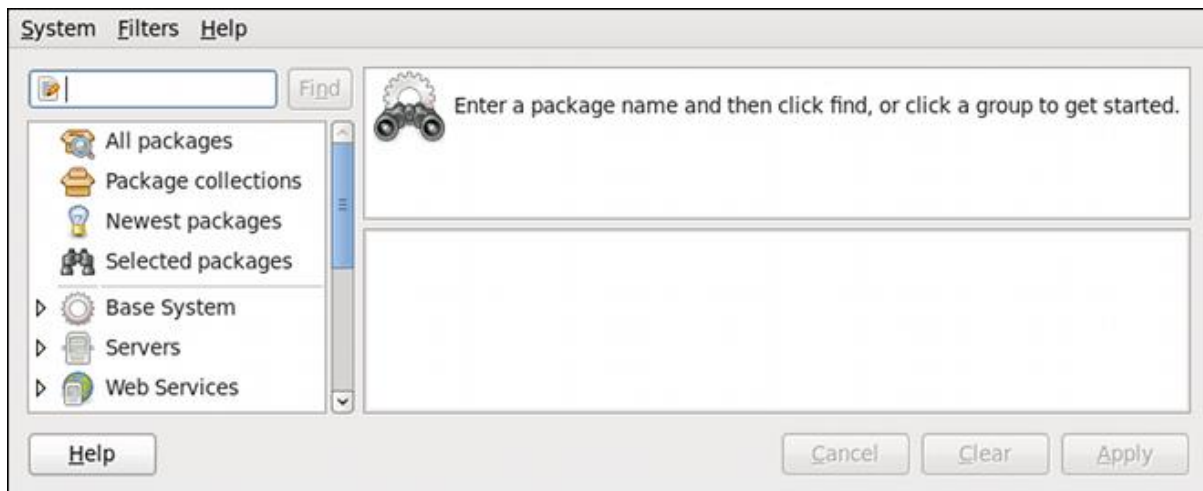
Unlike Windows, you don't need to go through an uninstallation process to uninstall a program. Instead, you can simply send the program you want to delete to the Trash. When the Trash is emptied, the program is uninstalled from your system.

An example of how to uninstall an application on a MAC can be reviewed here
<http://www.wikihow.com/Uninstall-Programs-on-Mac-Computers>

Linux Operating System (Red Hat Derivatives)

To uninstall the application, you can use the command line or GUI.

To find and uninstall a package, on the GNOME panel click on System → Administration → Add/Remove Software



Find the BEAR Data Share application and select Remove.

Smartphones

Android

Go to your device's Settings menu > Apps or Application manager (this may differ depending on your device).

Touch the app you'd like to uninstall.

Touch Uninstall.

iPhone

Find the icon for BEAR Data Share and press and hold it for a few seconds. It (and all the other icons on the screen) will start to wobble gently, and a small cross will appear in a grey circle by each.

Tap the cross, then confirm you want to delete the app.

The app icons start wobbling.

Tap the cross and it'll ask you to confirm the deletion.

SUPPORTING DOCUMENTATION

UNIVERSITY POLICIES & STANDARDS

All IT Policies & Standards can be found at <https://intranet.birmingham.ac.uk/it/governance/policy/index.aspx>

[University of Birmingham Information Security Policy](#)

[Guidelines for Information Handling](#)

UNIVERSITY GUIDANCE DOCUMENTATION

[Guidelines for Information Handling](#)

[Information Security Reference Card](#)

GUIDANCE DOCUMENTATION

ITSRCT-USR-001 – DataShare Web Portal

ITSRCT-USR-002 – DataShare Client – Req_Inst

ITSRCT-USR-003 – DataShare Client – Login_Conf

ITSRCT-USR-004 – DataShare Client – Menus

ITSRCT-USR-005 – Moving Folders 2 DataShare