



Navicat
Cloud Portal



Navicat
On-Prem Server
version 1

User Guide

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Chapter 1 - Introduction

About Navicat Cloud Portal

[Navicat Cloud Portal](#) is a web portal allows you to update your Navicat Cloud account, and manage the objects (connections, queries, snippets, aggregation pipelines, model workspaces, BI workspaces and virtual groups) that are synchronized to Navicat Cloud.

Here are some highlights of Navicat Cloud Portal:

- Edit your user profile.
- Enable two-step verification.
- Upgrade Navicat Cloud Plan.
- Manage projects.
- Download / Preview objects.
- Check recent activities.

About Navicat On-Prem Server

Navicat On-Prem Server is an on-premise solution that provides you with the option to host a cloud environment for storing Navicat objects (connection settings, queries, snippets, aggregation pipelines, model workspaces, BI workspaces and virtual groups) internally at your location.

Here are some highlights of Navicat On-Prem Server:

- Add user accounts.
- Edit your user profile.
- Enable two-step verification.
- Manage projects.
- Download / Preview objects.
- Check recent activities.

For details, visit our website: <https://www.navicat.com>

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Chapter 2 - Getting Started

Overview

This section explains the requirements and the common operations for Navicat Cloud Portal and Navicat On-Prem Server.

Navicat Cloud Portal

Requirements

Supported Web Browsers

- Firefox (Latest Version)
- Chrome (Latest Version)
- Microsoft Edge 39 or later
- Safari 9.1.3 or later

Create Navicat Cloud Account

You can create Navicat Cloud accounts in Navicat Cloud Portal or Navicat software that integrated with Navicat Cloud.

To create a new account

1. Open [Navicat Cloud Portal](#).
2. In the Login page, click **Sign Up**.
3. Enter the required information and click **Sign Up**. A verification email will send to your email address. If you don't get an email, please check your Spam or Bulk Mail folders.
4. Click the link in the email to verify the new account.

Sign In & Sign Out Navicat Cloud

Sign In Navicat Cloud

1. Open [Navicat Cloud Portal](#).
2. In the Login page, enter your **Navicat ID** and **Password**.
3. Click **Sign In**.
4. If you enabled two-step verification, a code will be sent to your phone via your mobile app. Enter the received code to sign in.

Hint: You can sign in with the same Navicat ID you use for the Navicat Customer Center.

Note: If you forget your password, you can follow the [Reset Your Password](#) steps to reset your password.

Sign Out Navicat Cloud

To sign out on your computer

1. At the top right, click your avatar.
2. Select **Sign Out**.

To sign out from another computer

If you forgot to sign out Navicat Cloud on another computer or Navicat software, you can remotely sign out or unlink it.

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Sessions** or **Applications** section, click **X**.

Navicat On-Prem Server

Requirements

Supported Platforms for Installing Navicat On-Prem Server

Windows

- Microsoft Windows 8, Windows 8.1, Windows 10, Windows 11, Server 2008, Server 2012, Server 2016, Server 2019, Server 2022
- 64-bit

macOS

- Mac OS X 10.10 Yosemite, Mac OS X 10.11 El Capitan, macOS 10.12 Sierra, macOS 10.13 High Sierra, macOS 10.14 Mojave, macOS 10.15 Catalina, macOS 11 Big Sur, macOS 12 Monterey, macOS 13 Ventura, macOS 14 Sonoma
- 64-bit

Linux

- Red Hat Enterprise Linux 6.6 or later, CentOS 6.6 or later, Oracle Linux 6.6 or later, Fedora 20 or later, Debian 8.0 or later, SuSE Linux Enterprise 12 or later, Ubuntu 14.04 LTS or later, openSUSE 42.x or later, Amazon Linux 2
- 64-bit

Docker

- Docker 17 or later
- 64-bit

FreeBSD

- FreeBSD 10.4 or later
- 64-bit

Hardware Requirements for Installing Navicat On-Prem Server

Minimum hardware requirements

- 2-core CPU
- 2GB RAM

Recommended hardware requirements

- 4-core CPU or more
- 8GB RAM or more
- RAID-1 disk mirroring

Disk space minimum requirements

- 4GB/opt

Supported Web Browsers

- Firefox (Latest Version)
- Chrome (Latest Version)
- Microsoft Edge 39 or later
- Safari 9.1.3 or later

Supported Repository Databases

- MySQL 5.1.73 or later
- MariaDB 10.0 or later
- PostgreSQL 9.5.1 or later
- SQL Server 2012 or later
- Amazon RDS Instance

Offline Installation

Offline Installation is available for all platforms supported by Navicat On-Prem Server, except Amazon Linux 2 and Docker container.

Windows

Follow the steps below to install Navicat On-Prem Server on Windows:

1. Download Navicat On-Prem Server Windows version.
2. Open the **.exe** file.
3. Click **Next** at the Welcome Screen.
4. Read the License Agreement. Accept it and click **Next**.
5. Accept the location of the program by clicking **Next**. If you wish to change the destination of the folder, click **Browse**.
6. Follow the remaining steps.
7. After the installation, Navicat On-Prem Server starts automatically. Configure the [Initial Settings](#) in the pop-up browser.

macOS

Follow the steps below to install Navicat On-Prem Server on macOS:

1. Download Navicat On-Prem Server macOS version.
2. Open the **.dmg** file.
3. Drag Navicat On-Prem Server to your Applications folder to install.
4. After the installation, Navicat On-Prem Server starts automatically. Configure the [Initial Settings](#) in the pop-up browser.

Linux

Follow the steps below to install Navicat On-Prem Server on Linux:

1. Download Navicat On-Prem Server Linux version installation package for your OS version.
2. Open Terminal. Execute the following commands as "root".
3. Install Navicat On-Prem Server:

OS Version	Command
RHEL, CentOS 6.6, Oracle Linux, Fedora	yum localinstall navicatnpremsrver-x.y.z.rpm
Ubuntu, Debian	dpkg -i navicatnpremsrver
openSUSE, SuSE	zypper in navicatnpremsrver-x.y.z.rpm

4. Start Navicat On-Prem Server:
`sudo /etc/init.d/navicatnpremsrver start`
5. After Navicat On-Prem Server is started, you can configure the [Initial Settings](#) through a browser at `http://your-ip-address:3030`.

FreeBSD

Follow the steps below to install Navicat On-Prem Server on FreeBSD:

1. Download Navicat On-Prem Server FreeBSD version.
2. Open Terminal. Execute the following commands.
3. Install Navicat On-Prem Server:
`pkg add -f navicatnpremsrver-1.6.0-0.txz`
4. Start Navicat On-Prem Server:
`/etc/rc.d/navicatnpremsrver start`
5. After Navicat On-Prem Server is started, you can configure the [Initial Settings](#) through a browser at `http://your-ip-address:3030`.

Online Installation

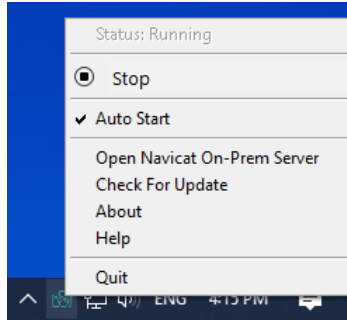
Online Installation is only available for macOS and Linux platforms and Docker container. You can visit our website for the installation instruction.

Minor Version Upgrade

Windows

Follow the steps below to upgrade Navicat On-Prem Server on Windows:


1. In the notification area, right-click  and choose **Check For Update**.

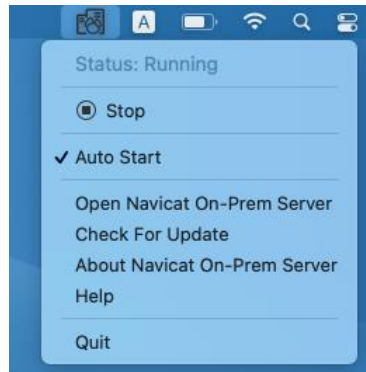


2. If a new version is available, click **Install**.
3. After the upgrade is finished, Navicat On-Prem Server starts automatically.

macOS

Follow the steps below to upgrade Navicat On-Prem Server on macOS:

1. In the menu bar, click  and choose **Check For Update**.



2. If a new version is available, click **Install Update**.
3. After the download is finished, click **Install**.
4. After the upgrade is finished, Navicat On-Prem Server starts automatically.

Linux

Follow the steps below to upgrade Navicat On-Prem Server on Linux:

1. Open Terminal. Execute the following commands as "root".
2. Stop Navicat On-Prem Server:
`sudo /etc/init.d/navicatnpremservice stop`
3. Update Navicat On-Prem Server:

OS Version	Command
Red Hat Enterprise Linux, CentOS, Oracle Linux, Fedora	yum clean all; yum update navicatnpremservice

Ubuntu, Debian	apt-get upgrade
SUSE	zypper refresh; zypper update navicatnpremsrver

4. Start Navicat On-Prem Server:

```
sudo /etc/init.d/navicatnpremsrver start
```

FreeBSD

Follow the steps below to upgrade Navicat On-Prem Server on FreeBSD:

1. Open Terminal. Execute the following commands.

2. Stop Navicat On-Prem Server:

```
/etc/rc.d/navicatnpremsrver stop
```

3. Remove old package:

```
pkg remove navicatnpremsrver
```

4. Install new package:

```
pkg add -f navicatnpremsrver-1.1.0-0.x86_64.tgz
```

5. Start Navicat On-Prem Server:

```
/etc/rc.d/navicatnpremsrver start
```

Initial Setup

After you have installed Navicat On-Prem Server and start it for the first time, a browser will pop up and open the URL **http://<your_ip_address>:<port_number>** of your Navicat On-Prem Server. You need to complete the basic configuration of Navicat On-Prem Server in the Welcome page.

Note: <your_host_address> is the host name of the system that installed Navicat On-Prem Server, and <port_number> is 3030 by default. For Linux version, you need to open the browser and go to **http://<your_ip_address>:<port_number>** manually.

If you want to import Navicat On-Prem Server configuration settings, see [Backup / Migration](#) for details.



Language : English ▾

Welcome to Navicat On-Prem Server Portal Site!

Let's get started!

Setup On-Prem Server

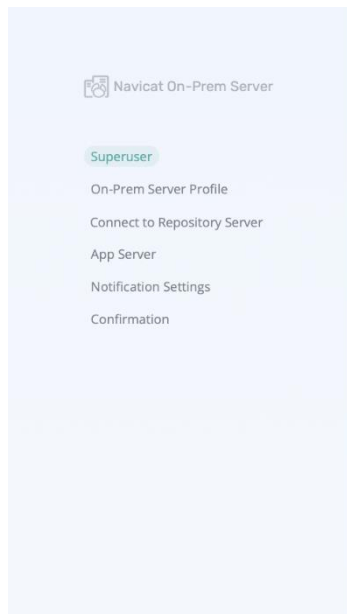
Already have an Navicat On-Prem server?

Import Server Settings

Create Superuser Account

Superuser is a local user (Admin) account which has unlimited access to Navicat On-Prem Server functionalities.

1. In the Welcome page, click **Setup On-Prem Server**.
2. Upload your photo.
3. Enter the profile information of the superuser: Username, Password, Full Name, Email, Mobile Number, Preferred Language and Appearance.



Initial Settings

Superuser Profile

Language : English ▾



Upload Photo | 🗑️

Username*

admin

Password* 🔒

Full Name*

Adam

Smith

Email ?

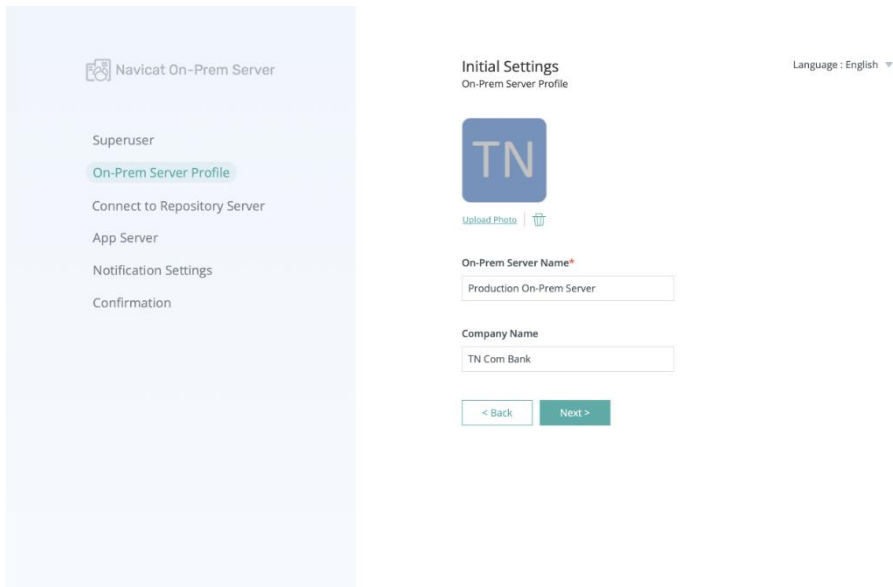
admin@nt.com

4. Click **Next**.

Hint: You can choose a default appearance (light or dark appearance) for the superuser account and other users. Each user can edit his setting at any time from his own [profile](#) page.

Set On-Prem Server Profile

1. Upload the server logo.
2. Enter the profile information of your On-Prem Server: On-Prem Server Name and Company Name.



3. Click **Next**.

Set Repository Database

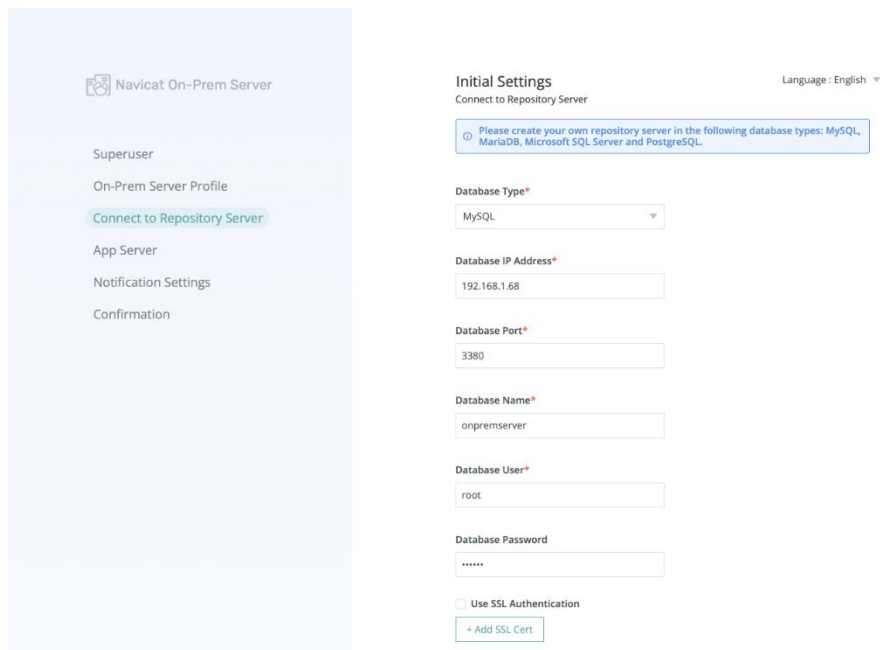
Repository database stores all user information and Navicat objects. It can be either a MySQL database, MariaDB database, PostgreSQL database, SQL Server database or Amazon RDS instance. We do not recommend setting the repository database on a production server.

Note: Admin can change the repository database anytime after the initial setup, see [Repository Database](#) for details.

1. Choose the **Database Type** of the repository database.
2. Enter the connection information to connect the repository database.

Database IP Address	The host name or IP address of the database server.
Database Port	The TCP/IP port for connecting to the database server.
Sign in Method	[SQL Server] The authentication method: SQL Server Authentication or Windows Authentication.
Database Name	The name of the repository database. It can be either an empty existing database or a new database created by Navicat On-Prem Server.
Schema Name	[SQL Server / PostgreSQL] The name of the schema.
Domain	[SQL Server] The domain name of the database server.

Database User	User name for connecting to the database server. The user account must have the following privileges: MySQL / MariaDB - SELECT, INSERT, UPDATE, DELETE, CREATE, DROP, INDEX, ALTER, CREATE TEMPORARY TABLES, CREATE VIEW on all database objects PostgreSQL - Can login, Can create database and Superuser SQL Server - CREATE, UPDATE, SELECT and DELETE
Database Password	Password for connecting to the database server.
Use SSL Authentication	
Cert Name	The name of the SSL certificate.
CA Certificate	Paste the trusted SSL certificate authorities.
Client Key	Paste the contents of the SSL key file.
Client Certificate	Paste the contents of the SSL certificate file.
Verify server certificate against CA	Enable to check the server's Common Name value in the certificate that the server sends to the client.
Specified Cipher	Choose a permissible cipher to use for SSL encryption.

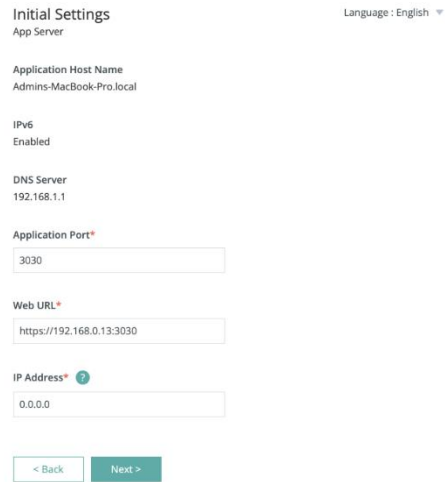
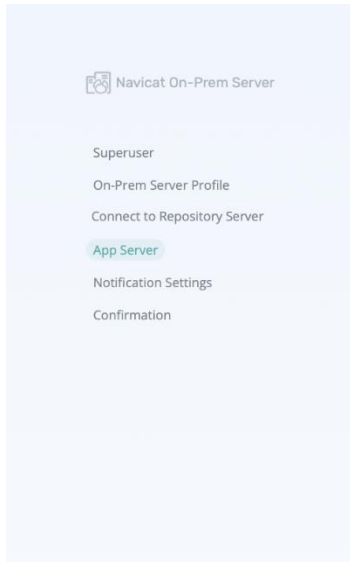


3. Click **Next**.

Set App Server Information

1. Edit the application server information if necessary.

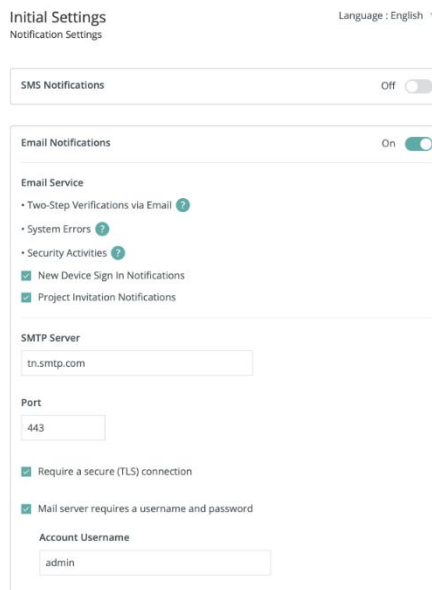
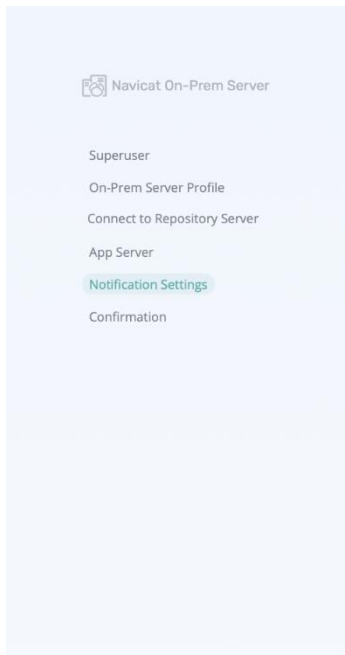
Application Port	The port number that Navicat On-Prem Server will listen.
Web URL	The website URL of Navicat On-Prem Server.
IP Address	If the machine has been assigned multiple IP addresses, you can specify an IP address for users to access Navicat On-Prem Server. 0.0.0.0 means all IPv4 addresses on the machine. :: means all IPv4 and IPv6 addresses on the machine.



2. Click **Next**.

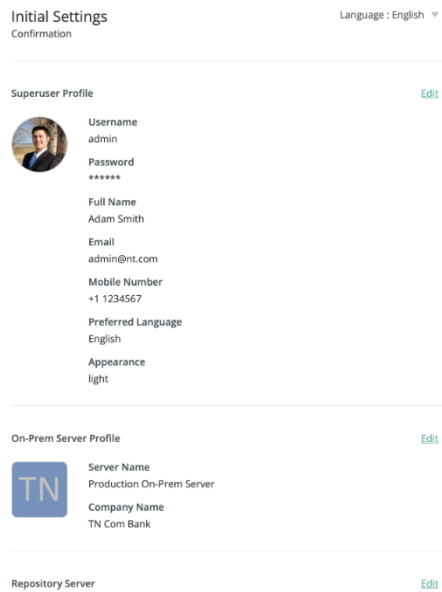
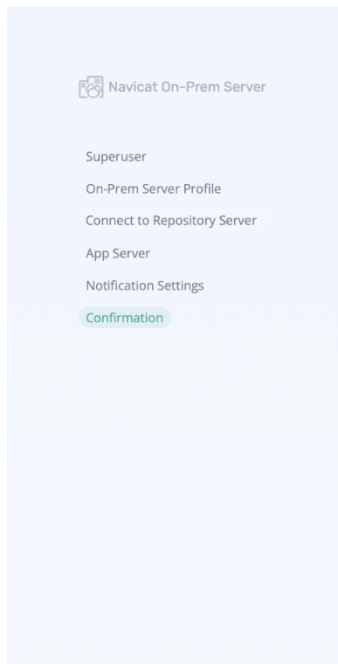
Set Notification

Navicat On-Prem Server provides 2 channels (SMS messages and emails) to send notifications whenever an event (two-step verifications, security activities, new device sign-in, project invitation) is raised or a system problem while you are using it. For details, see [Set Up Notifications](#).



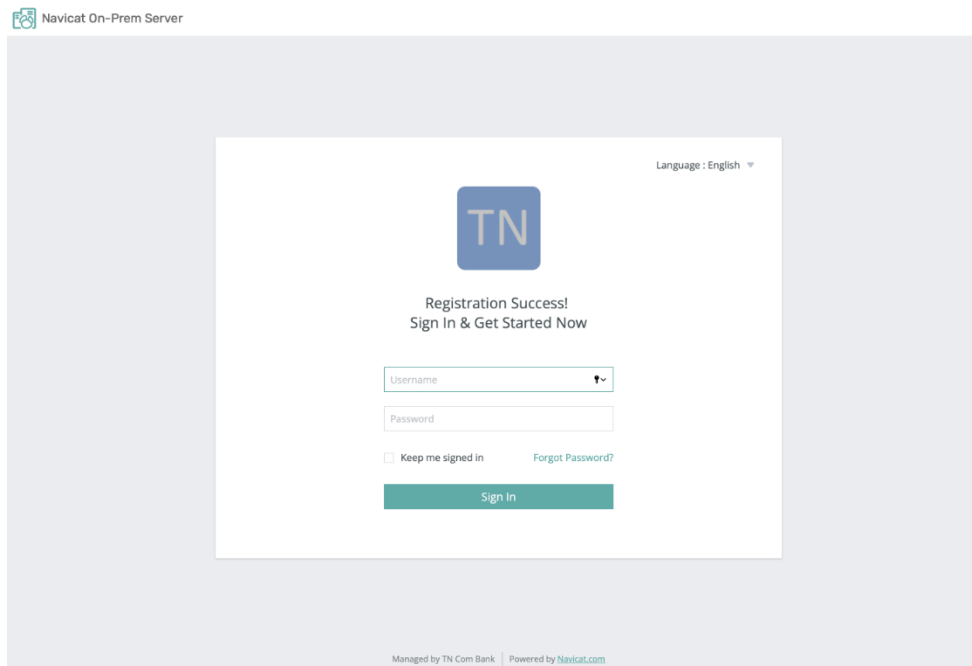
Confirm Settings

Confirm the configuration information, and click **Finish**. Initial configuration process may take a few minutes for setting up the repository database.



Log in Navicat On-Prem Server

After the configuration completed successfully, a login page will be displayed and you can log in Navicat On-Prem Server with the manager user account.



Sign In & Sign Out Navicat On-Prem Server

Sign In Navicat On-Prem Server

1. In the Login page, enter your **User name** and **Password**.
2. Click **Sign In**.
3. If you enabled two-step verification, a code will be sent to you. Enter the received code to sign in.

Note: If you forget your password, you can follow the [Reset Your Password](#) steps to reset your password.

Sign Out Navicat On-Prem Server

To sign out on your computer

1. At the top right, click your avatar.
2. Select **Sign Out**.

To sign out from another computer

If you forgot to sign out Navicat On-Prem Server on another computer or Navicat software, you can remotely sign out or unlink it.

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Sessions** or **Applications** section, click **X**.

Sign In On-Prem Server In Other Navicat Software

You can use URI to quickly sign in your On-Prem Server in any Navicat software.

1. At the top right, click your avatar.
2. Click **Open Navicat with URI**.
3. Copy your URI.
4. Open the Manage Cloud window in another Navicat product.
5. Add a new On-Prem Server with URI and paste your URI.

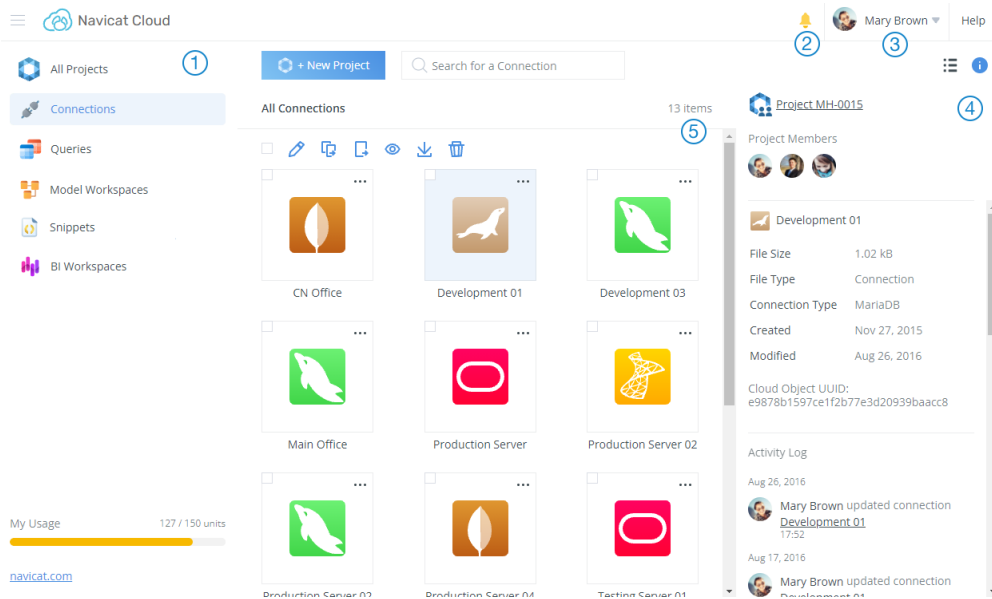
Chapter 3 - User Interface

Overview

This section provides a brief overview of the user interface of Navicat Cloud Portal and Navicat On-Prem Server.

Navicat Cloud Portal

Main Page



① Navigation Pane

The Navigation pane allows you to access projects, connections, queries, model workspaces, snippets and BI workspaces. Click the ☰ icon to show or hide the pane.

② Bell Icon

The bell icon tells you when there are project invitations, usage warnings, etc. Click the bell icon to view the notification.

③ User Menu

The User Menu allows you to open your account settings page, choose to adopt a light or dark appearance, change the UI language, and log out the current session.

④ Details Pane

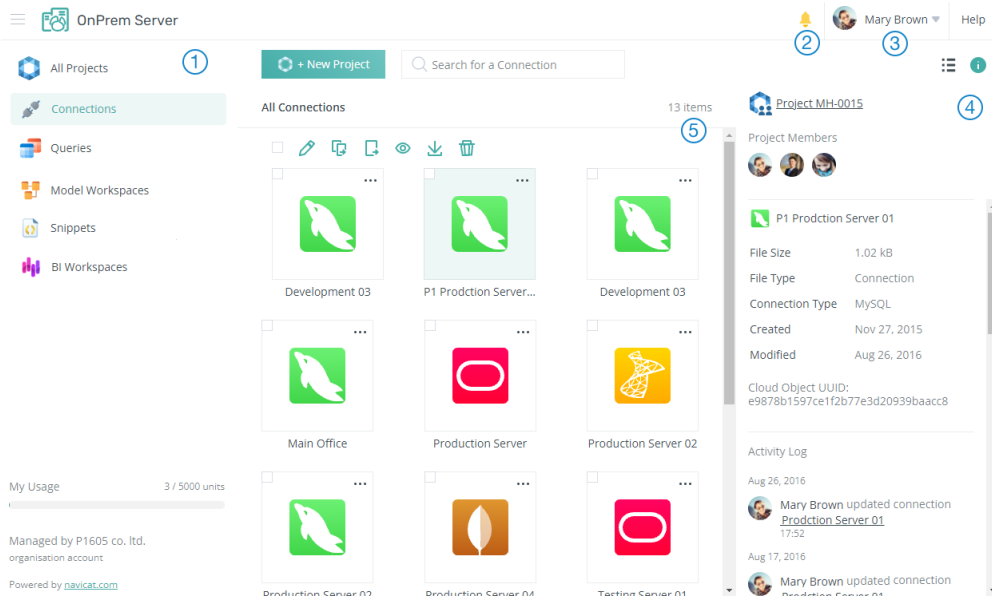
The Details pane shows the detailed information of the selected item. Click the ⓘ icon to show or hide the pane.

⑤ Content Pane


The Content pane contains the items that are in the selected section of Navigation pane. Click the ☰ or ☱ icons to switch between Details View and Grid View.

Navicat On-Prem Server

Main Page



1 Navigation Pane

The Navigation pane allows you to access projects, connections, queries, model workspaces, snippets and BI workspaces. Click the  icon to show or hide the pane.

2 Bell Icon

The bell icon tells you when there are project invitations, usage warnings, updates, etc. Click the bell icon to view the notification.



3 User Menu

The User Menu allows you to open your account settings page, choose to adopt a light or dark appearance, change the UI language, and log out the current session.

4 Details Pane

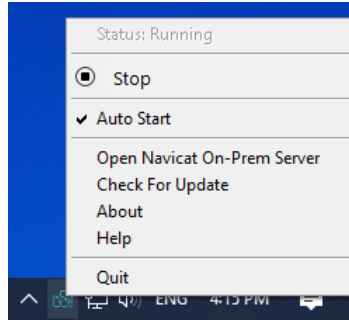
The Details pane shows the detailed information of the selected item. Click the  icon to show or hide the pane.

5 Content Pane

The Content pane contains the items that are in the selected section of Navigation pane. Click the  or  icons to switch between Details View and Grid View.

Navicat On-Prem Server Application

Navicat On-Prem Server Application is a small utility that provides quick access to Navicat On-Prem Server, shows the status information of the Navicat On-Prem Server service, notifies you any changes and updates. It is only available in Windows and macOS versions.



Status	The current status of the Navicat On-Prem Server service.
Start / Stop	Start or stop the Navicat On-Prem Server service.
Auto Start	Automatically start the Navicat On-Prem Server service when you turn on your computer and start Navicat On-Prem Server Application when you login your computer.
Open Navicat On-Prem Server	Launch Navicat On-Prem Server in a browser.
Check For Update	Check for an update, and prompt to install the latest version if any.
About Navicat On-Prem Server / About	Show the version number of your Navicat On-Prem Server.
Help	Open the user manual.
Quit	Exit Navicat On-Prem Server Application. It does not stop the Navicat On-Prem Server service.

Chapter 4 - Account Settings

Overview

Account Settings is accessible from the User Menu by clicking your avatar at the top right. From here, you can configure your profile settings, security preferences, and account usage.

Navicat Cloud Portal

Manage Account Information

Change Your Profile

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Profile** tab.
4. Edit your profile information.
5. Click **Save Changes**.

Change Your Picture

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Profile** tab.
4. Click **Upload Photo**.
5. Choose an image file.

Change Your Email

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Security Summary** section, click **Change Email**.
5. For security reasons, you must re-enter your password.

6. Enter your new Navicat ID (Email), then click **Change Email**. A confirm email will be sent to your new email address. If you don't get an email, please check your Spam or Bulk Mail folders.
7. Follow the steps in the email to change your Navicat ID.

Change / Reset Password

Change Your Password

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Security Summary** section, click **Change Password**.
5. For security reasons, you must re-enter your password.
6. Enter your new password, then click **Change Password**.

Reset Your Password

1. In the Login page, click **Forgot Password?**
2. Enter your Navicat ID and click **Send Reset Password Email**. An email will be sent to your email address. If you don't get an email, please check your Spam or Bulk Mail folders.
3. Follow the steps in the email to reset your password.

Note: If you change or reset your password, you will be signed out everywhere.

Enable / Disable Two-Step Verification

With two-step verification, your account is protected by both your password and your authentication method (Authenticator app). It adds an extra layer of security to your account in case your password is stolen.

Turn On Two-Step Verification

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Two-step Verification** section, click **Enable Two-step Verification**.
5. Click **Next**.
6. For security reasons, you must re-enter your password.

7. Choose an authentication method and click **Next**.
8. Follow the remaining steps.

Note: Save the 16-digit backup code and keep it in a safe place.

Turn Off Two-Step Verification

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Two-step Verification** section, click **Disable Two-step Verification**.
5. For security reasons, you must re-enter your password.
6. Follow the remaining steps.

Note: Destroy all the backup codes that you have saved for signing in to your account.

View Usage

Navicat Cloud comes with a 150 units storage Basic Plan and a 5000 units storage Pro Plan, and each entity (i.e. a connection, a query, a snippet, a model, a Charts workspace or a virtual group) occupies one unit.

If the storage limit is reached, you are only allowed to update and sync existing entities but not to add new entities to Navicat Cloud. You will not lose any files or any information, and your new entities will be synced again automatically when your storage space becomes available.

To view the cloud usage details

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Your Plan** tab.

Change Navicat Cloud Plan

Use Redeem Code

If you have purchased Navicat Cloud Pro Plan from Navicat Online Store, you will receive a redeem code. You can use the redeem code to activate your Navicat Cloud Pro Plan.

1. At the top right, click your avatar.
2. Select **Account Settings**.

3. Select the **Your Plan** tab.
4. Click **See purchase history / Enter my redeem code**.
5. Put your redeem code under **Redeem code** and click **Submit**.

View Purchase History

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Your Plan** tab.
4. Click **See purchase history / Enter my redeem code**.

Navicat On-Prem Server

Manage Account Information

Change Your Profile

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Profile** tab.
4. Edit your profile information.
5. Click **Save Changes**.

Change Your Picture

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Profile** tab.
4. Click **Upload Photo**.
5. Choose an image file.

Change Your Username

1. At the top right, click your avatar.
2. Select **Account Settings**.

3. Select the **Security** tab.
4. Under the **Security Summary** section, click **Change Username**.
5. For security reasons, you must re-enter your password.
6. Enter the new username, then click **Next**.
7. Sign in the server with the new username.

Change / Reset Password

Change Your Password

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Security Summary** section, click **Change Password**.
5. For security reasons, you must re-enter your password.
6. Enter your new password, then click **Change Password**.

Reset Your Password

1. In the Login page, click **Forgot Password?**
2. Enter your email and click **Send Reset Password Email**. An email will be sent to your email address. If you don't get an email, please check your Spam or Bulk Mail folders.
3. Follow the steps in the email to reset your password.

Note: If you change or reset your password, you will be signed out everywhere.

Enable / Disable Two-Step Verification

With two-step verification, your account is protected by both your password and your authentication method (Authenticator app / SMS / Email). It adds an extra layer of security to your account in case your password is stolen.

Turn On Two-Step Verification

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.

4. Under the **Two-step Verification** section, click **Enable Two-step Verification**.
5. Click **Next**.
6. For security reasons, you must re-enter your password.
7. Choose an authentication method and click **Next**.
8. Follow the remaining steps.

Note: Save the 16-digit backup code and keep it in a safe place.

Turn Off Two-Step Verification

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Security** tab.
4. Under the **Two-step Verification** section, click **Disable Two-step Verification**.
5. For security reasons, you must re-enter your password.
6. Follow the remaining steps.

Note: Destroy all the backup codes that you have saved for signing in to your account.

View Usage

Each user comes with 5000 units storage, and each entity (i.e. a connection, a query, a snippet, a model, a Charts workspace or a virtual group) occupies one unit.

If the storage limit is reached, you are only allowed to update and sync existing entities but not to add new entities to your On-Prem Server. You will not lose any files or any information, and your new entities will be synced again automatically when your storage space becomes available.

To view the cloud usage details

1. At the top right, click your avatar.
2. Select **Account Settings**.
3. Select the **Your Plan** tab.

Chapter 5 - Advanced Configurations

Overview

Advanced Configurations is accessible from the User Menu by clicking your avatar at the top right. From here, you can configure advanced settings for the whole Navicat On-Prem Server, such as changing the organization profile, adding users, licensing tokens, editing server settings.

Note: You must be a *superuser* or an *admin* in order to perform these configurations.

Organization Account

Edit On-Prem Server Profile

You can change the server name, company name and logo of your On-Prem Server. To open the profile, click **On-Prem Server Profile** in Advanced Configurations.

Change Server / Company Name

1. Edit the server name or company name.
2. Click **Save Changes**.

Change Server Picture

1. Click **Upload Photo**.
2. Choose an image file.
3. Click **Save Changes**.

Manage Users

Navicat On-Prem Server allows creating local users, or creating external users using LDAP or AD authentication. To configure users, click **All Users** in Advanced Configurations.

Note: The admin account created during [Initial Setup](#) cannot be changed to LDAP or AD user.

Hint: You can view or edit your own profile by clicking your user icon on the top right corner and selecting **Account Settings**.

There are three built-in roles that you can assign to different users for restricting their access. Each role has different privileges:


Role	Privileges
Admin	- Manage On-Prem Server - Manage licenses

	- Manage users - Manage projects and project owners
Project Manager	- Create projects - Delete projects
User	- Access assigned projects


Create New Users

You can create new users by clicking **+ New Users**.

To create local users

1. Select the **Local User** tab.
2. Enter the **Username** and **Full Name**.
3. Assign a **Role** to the new user.
4. Enter the **Password, Confirm Password**.
5. Click the  icon and enter user's email and phone number.
6. Repeat Step 2 - 5 to add another new user.
7. Click **Next**.
8. Click **Create User**.


To create LDAP users

1. Select the **LDAP User** tab.
2. Enter the **Username** and **Full Name**.
3. Assign a **Role** to the new user.
4. Click the  icon and enter user's email and phone number.
5. Repeat Step 2 - 4 to add another new user.
6. Click **Next**.
7. Click **Create User**.

Hint: To set the LDAP settings, you can go to [LDAP / AD Settings](#).

To create AD users

1. Select the **AD User** tab.

2. Enter the **Username** and **Full Name**.
3. Assign a **Role** to the new user.
4. Click the  icon and enter user's email and phone number.
5. Repeat Step 2 - 4 to add another new user.
6. Click **Next**.
7. Click **Create User**.

Hint: To set the Microsoft AD settings, you can go to [LDAP / AD Settings](#).

Suspend Users

You can temporarily block a user's access to your On-Prem Server by suspending his/her account. When you suspend an account, the user's:


- Projects and files aren't deleted.
- Shared projects and files are still accessible to members.

To suspend a user temporarily

1. Click the  icon and select **Suspend User**.

Manage Existing Users

To edit a user

1. Click the  icon and select **View / Edit User Profile**.
2. Modify the user profile, change the UI language or change the sign in method.
3. Click **Update User Profile**.

To delete a user

1. Click the  icon and select **Delete User**.

Configure LDAP / AD Settings

You can configure Navicat On-Prem Server to authenticate users via an externally hosted LDAP server or authenticate users with Microsoft Active Directory (AD) credentials. To configure the LDAP / AD settings, click **LDAP / AD Settings** in Advanced Configurations.

LDAP Settings

To use LDAP authentication, configure the following information:

LDAP Server Host Name	Enter the host name, IP address or URL of your LDAP server.
Encryption	Select the encryption method for communicating with your LDAP server.
Port	Enter the port for connecting your LDAP server.
LDAP server allows anonymous bind	Turn on this option if your LDAP server allows anonymous binds.
User Search Base	Enter the search base filter to search for the user. (For example: If your users are located in "domain.com", then the search base filter would be dc=domain,dc=com)
User DN	Enter the user distinguished name to bind to your LDAP server if it does not allow anonymous binds. (For example: If your user name is admin, then the User DN would be cn=admin,dc=domain,dc=com)
Password	Enter the password for the User DN specified.
Test Settings	Click this button to test the connection between Navicat On-Prem Server and your LDAP server.
Authentication Mode	Select the authentication mode to use for authenticating the user with your LDAP server.
[Comparison Authentication] Password Attribute Name	Enter the attribute name that contains the password-based authentication mechanism name.
[Comparison Authentication] Password Digest Mechanism	Select the password-based authentication mechanism.
User Search Attribute	Enter the attribute name that contains the user login name.

Microsoft AD Settings

To use Active Directory authentication, configure the following information:

AD Server Host Name	Enter the host name or IP address of your AD server.
User Search Base	Enter the search base filter to search for the user. (For example: If your users are located in "domain.com", then the search base filter would be dc=domain,dc=com)
User DN	Enter the user distinguished name to bind to your AD server. (For example: If your user name is admin, then the User DN would be cn=admin,dc=domain,dc=com)
Password	Enter the password for the User DN specified.
Test Settings	Click this button to test the connection between Navicat On-Prem Server and your AD server.

Configure Security Settings

To configure the security settings, click **Security** in Advanced Configurations.

You can change the complexity requirements of the user passwords to increase the password strength and enforce all other user sessions to log out.

If you want to use encrypted connections (HTTPS sessions) between Navicat On-Prem Server and clients, you can configure Navicat On-Prem Server to use the SSL/TLS protocol. Click **+ Add Certificate** and configure the following information:

Name	Enter the name of the certificate.
Certificate	Paste the contents of the certificate file.
Private Key	Paste the contents of the private key file.
Certificate Chain	Paste the contents of the certificate chain file.

License

When the trial period is finished, Navicat On-Prem Server requires tokens for users to continue synchronizing Navicat objects or files. Tokens can be bought as a perpetual license or on a subscription basis. To manage your tokens and license the users, click **Tokens & Licensed Users** in Advanced Configurations.

Note: Perpetual License and Subscription Plan cannot be used at the same Navicat On-Prem Server. Before changing the activation method, you need to deactivate the token key or sign out your Navicat ID.

Perpetual License

If you have purchased a perpetual license, you will receive a token key for activating the purchased tokens in Navicat On-Prem Server.

In the **Perpetual Plan** section, paste your token key into the **Enter Token Key Number** text box and click the **Activate** button. Navicat On-Prem Server contacts our licensing server to activate the token key. If the activation process is successful, the token key details are displayed.

Offline Activation

Offline activation is available when your computer does not have an internet connection. You will need another computer with an internet connection to complete this activation process.

1. In the No Internet Connection dialog, click **Offline Activation**.
2. Copy the Request Code in the **Copy the Request Code Here:** box.
3. Open web browser on a computer with an internet connection and then go to https://customer.navicat.com/manual_activate.php.
4. Paste/Enter the Request Code into the left box.
5. Click **Get Activation Code**.
6. Copy the generated Activation Code in the right box.

7. Go back to the computer where you are activating Navicat On-Prem Server.
8. Paste the Activation Code into the **Paste the Activation Code Here:** box.
9. Click **Activate**.

Deactivate Token Key

In the **# Local Activated Tokens** section, click the **Deactivate** button next to the token key you want to deactivate. Navicat On-Prem Server contacts our licensing server to deactivate the token key. If the deactivation process is successful, the token key details are removed from the list.

If there are not enough available tokens for deactivating your token key, you may need to unlicense your users to release some tokens. Otherwise, the **Deactivate** button will not be enabled.

Subscription Plan

If you have subscribed a plan, you can sign in your Navicat ID to use tokens during the subscription term.

Note: Navicat ID is the Email address that you used to subscribe the plan.

In the **Subscription Plan** section, provide your **Navicat ID** and **Password**. After signed in, the subscription plan details are displayed.

Navicat On-Prem Server contacts our licensing server once per hour to auto reload the plan by default. If you have updated your plan in the portal site, you can use the **Reload Plan** button to force reloading the new plan.

Note: Each Navicat ID can connect to only one Navicat On-Prem Server. If you sign in your Navicat ID in another Navicat On-Prem Server, you will be signed out from the current Navicat On-Prem Server and all users will be unlicensed automatically.

Allocate Tokens

In the **# of # Tokens Available** section, all unlicensed users are displayed in the **Unlicensed** list and all licensed users are displayed in the **Licensed** list. You can allocate available tokens to your unlicensed users, select an unlicensed user and click the **License >** button. If you want to release tokens for licensing other users, select a licensed user and click the **< Unlicense** button.

Note: When the trial period expires, Navicat On-Prem Server stops synchronizing Navicat objects or files from all unlicensed users, and will not send any notifications to them.

Server

Manage Repository Database

Migrating an existing repository database to a different database can include moving to a different database in the same server, or migrating to a database on a different operating system (for example from Windows to macOS).

If you want to migrate your Repository Database, follow these steps:

1. Stop the Navicat On-Prem Server service by executing [command](#) or using the icon in the notification area / menu bar.
2. In your database management tool, copy your current repository database (all tables with both structure and data) to your new repository database.
3. Start the Navicat On-Prem Server service and open Navicat On-Prem Server Web Portal in your browser.
4. At the top right, click your avatar.
5. Select **Advanced Configurations**.
6. Click **Repository Database**.
7. Click **Edit Settings**.
8. Edit the repository database settings.

Host Name	The host name or IP address of the database server.
Port	The TCP/IP port for connecting to the database server.
Sign In Method	[SQL Server] The authentication method: SQL Server Authentication or Windows Authentication.
Database Name	The name of the repository database.
Schema Name	[SQL Server / PostgreSQL] The name of the schema.
Domain	[SQL Server] The domain name of the database server.
Username	User name for connecting to the database server. The user account must have the following privileges: MySQL / MariaDB - SELECT, INSERT, UPDATE, DELETE, CREATE, DROP, INDEX, ALTER, CREATE TEMPORARY TABLES, CREATE VIEW on all database objects PostgreSQL - Can login, Can create database and Superuser SQL Server - CREATE, UPDATE, SELECT and DELETE
Password	Password for connecting to the database server.
Use SSL Authentication	
Cert Name	The name of the SSL certificate.
CA Certificate	Paste the trusted SSL certificate authorities.
Client Key	Paste the contents of the SSL key file.
Client Certificate	Paste the contents of the SSL certificate file.
Verify server certificate against CA	Enable to check the server's Common Name value in the certificate that the server sends to the client.
Specified Cipher	Choose a permissible cipher to use for SSL encryption.

9. Restart the Navicat On-Prem Server service to use the new repository database.

Configure On-Prem Application Settings

You can view or change the application settings of Navicat On-Prem Server, such as Port, Web URL and IP Address. To configure the application settings, click **On-Prem Application** in Advanced Configurations.

The application settings of Navicat On-Prem Server are listed. You can edit the following settings:

Port	The port number that Navicat On-Prem Server will listen.
Web URL	The website URL of Navicat On-Prem Server.
IP Address	If the machine has been assigned multiple IP addresses, you can specify an IP address for users to access Navicat On-Prem Server. 0.0.0.0 means all IPv4 addresses on the machine. :: means all IPv4 and IPv6 addresses on the machine.

Note: Once you have changed the above settings, you should restart the Navicat On-Prem Server service for it to take effect.

Usage Limitations

You can set unit usage limits and file size limits for users.

Configure Log House Keeping

Navicat On-Prem Server logs the detailed server errors and messages for tracking down any problems occurred in the servers. To configure the settings, click **Log House Keeping** in Advanced Configurations.

You can control the build retention policy for logs by specifying both the **Maximum Size of Each Build** and the **Maximum No. of Builds to Keep**.

Backup / Migration

Exporting Navicat On-Prem Server settings can be useful for application server migration or backup purposes. The exported zip file includes Token Keys, Repository Database Settings and all the files necessary for the restoration. To backup or migrate Navicat On-Prem Server settings, click **Backup / Migrate App Server** in Advanced Configurations.

Note: You can only migrate settings within the same major and minor release. For example, Navicat On-Prem Server v1.1.x only accept v1.1.y zip file.

Backup Navicat On-Prem Server settings

1. Click **Download** to back up the current Navicat On-Prem Server settings.

Migrate Navicat On-Prem Server to another server

1. Click **Download** to back up the current Navicat On-Prem Server settings.
2. [Skip this step if you are using Subscription Plan] Click **Deactivate Here** to deactivate all token keys.
3. Go to the new server and install Navicat On-Prem Server.

4. Start and open Navicat On-Prem Server on the new server.
5. In **Initial Settings**, click **Import Server Settings**.
6. Drop or browse the zip file to upload it.
7. After the settings are imported, click **Continue**.
8. Modify the repository database settings if necessary.
9. Click **Restore Server Settings**.
10. If the restoration is successful, click **Continue**.
11. [Skip this step if you are using Subscription Plan] All existing tokens are listed. Click **Activate** if you want to activate them now. And then, click **Continue**.
12. Allocate the activated tokens to license the users.
13. Click **Finish**.

Others

Manage Projects

You can manage all projects in the On-Prem Server by viewing the project usage and size, changing project owner. To open the project summary page, click **Manage Projects** in Advanced Configurations.

Change the owner of a project

1. Navigate to the project that you want to change the owner.
2. Click the existing owner name and select a user.

Set Up Notifications

Navicat On-Prem Server provides 2 channels (SMS messages and emails) to send notifications whenever an event (two-step verifications, security activities, new device sign-in, project invitation) is raised or a system problem while you are using it. To configure the notifications, click **Notification Settings** in Advanced Configurations.

SMS Notifications

1. Turn on **SMS Notifications**.
2. In the **SMS Service** section, enable the events that you want to receive notifications.
3. Configure the following information:

Service Provider	Select the SMS service provider based on your requirement:
------------------	--

	Clickatell, Twilio or Others.
API Key	[Clickatell] Enter the unique API Key of your Clickatell account.
Account SID	[Twilio] Enter the unique Account SID of your Twilio account.
Auth Token	[Twilio] Enter the unique Auth Token of your Twilio account.
Send SMS from	[Twilio] Enter the sender's Twilio phone number or messaging service SID.
HTTP API URL	[Others] Enter the URL of the HTTP-API for sending SMS messages.
POST / GET	[Others] Choose to send SMS messages using a HTTP POST or HTTP GET request.
Message Key	[Others] Enter the parameter name of the text of the SMS message.
Recipient Mobile No. Key	[Others] Enter the parameter name of recipients' mobile number.
Other Key(s)	[Others] Enter the other parameter names required for sending messages through your SMS provider, e.g. username, password.
Value	[Others] Enter the value of the parameter you specified.
Preferred SMS Title	Enter the title of the SMS message.
Send a Test SMS to this phone / Send Test SMS	Select a country/region and enter a phone number to send a test SMS message for checking your configuration.

4. Click **Save Changes**.

Email Notifications

1. Turn on **Email Notifications**.
2. In the **Email Service** section, enable the events that you want to receive notifications.
3. Configure the following information:

SMTP Server	Enter your Simple Mail Transfer Protocol (SMTP) server for outgoing messages.
Port	Enter the port number you connect to your outgoing email (SMTP) server.
Require a secure (TLS) connection	Enable this option if your SMTP server requires a secure encrypted connection.
Mail server requires a username and password	Enable this option if your SMTP server requires authorization to send email. Enter Account Username and Password .
Send from Email Address	Enter an email address that used in the "From" field for all notification emails sent by Navicat On-Prem Server.
Send a Test Email to this Email Address / Send Test Email	Enter an email address to send a test email for checking your configuration.

4. Click **Save Changes**.

Note: You will receive log files generated by Navicat On-Prem Server when a system problem occurred. You can submit the logs to [Navicat Support Center](#).

Chapter 6 - Projects

Work with Projects

A project is a way to structure and organize Navicat objects. You can put related objects in one project, and then share the project with other user accounts for collaboration if necessary.


Create New Projects

1. Click **+ New Project**.
2. Enter the name of the new project.
3. Click **Create**.

Manage Existing Projects


You can view all your projects and the projects that you are collaborated with by selecting **All Projects**.

To rename a project

1. Under the **Projects** section, select a project.
2. Click the  icon.
3. Enter a new project name.
4. Click **OK**.


Note: Only the project owner and the members with the *Can Manage & Edit* right can rename the project.

To delete a project

1. Under the **Projects** section, select a project.
2. Click the  icon.
3. Click **Delete**.

Note: Only the project owner can delete the project.

To quit a project

1. Under the **Projects** section, select a project.
2. Click the  icon.
3. Click the **X** icon next to your name.
4. Click **Apply**.



Search Projects

If your account has many projects, you can find the projects you want easily by the search feature. Enter a search string in the **Search** text box. Projects will be filtered by the search string immediately.

Change Project Order

Click **Sort by** and select a sorting option. You can sort the projects in ascending or descending order.

Change Layout


By default, your projects and objects are displayed in Grid View. You can click the  or  to switch between List View and Grid View.

Manage Members

You can manage the project members and their rights.

Hint: You can also manage the members in the Project Details page.

Add Members


1. In the left pane, select **All Projects**.
2. Under the **Projects** section, select a project.
3. Click the  icon.
4. Click **+ Add Member**.
5. [Navicat Cloud Portal] Enter the member's Navicat ID and press ENTER.
6. [Navicat On-Prem Server] Select the users.
7. Select the member right.
8. Click **Add**.

Member Rights	Privileges
Can Manage & Edit	Read Objects, Write Objects, Manage Members and Rename Projects
Can Edit	Read Objects and Write Objects
Can View	Read Objects


Manage Existing Members

To edit the right of a member

1. In the left pane, select **All Projects**.

2. Under the **Projects** section, select a project.
3. Click the  icon.
4. Use the drop-down list next to the member to change the right.
5. Click **Apply**.

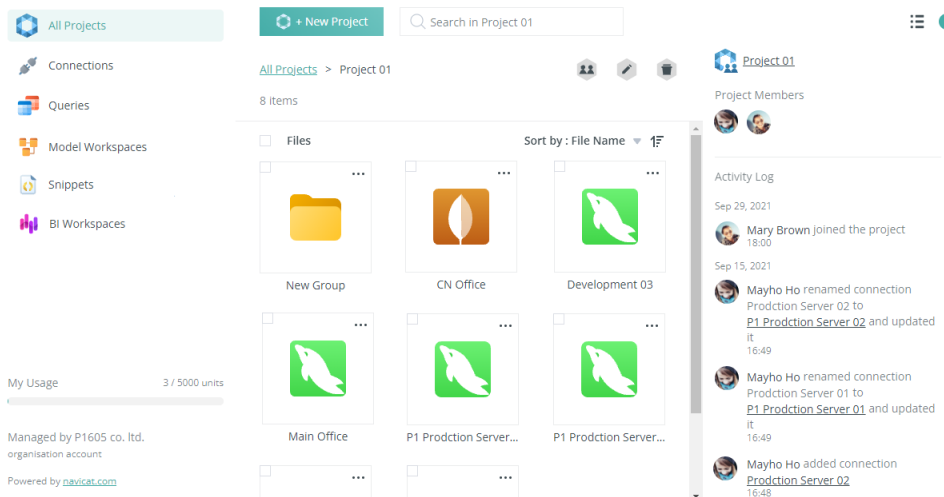
To remove a member from a project

1. In the left pane, select **All Projects**.
2. Under the **Projects** section, select a project.
3. Click the  icon.
4. Click the **X** icon next to the member.
5. Click **Apply**.

View Project Details

Click on a project name in the All Projects page to view its **Project Details** page. It shows all objects contained in the project. You can manage the project and its members and objects.

The right pane will show the project members and the activity log.



Manage Objects


You can perform actions like renaming, downloading, previewing or deleting an object, viewing the object details and moving or copying objects to another project.

To view the details of an object



1. Select an object.

2. The detailed object information displays in the right pane.

To rename an object

1. Select an object.
2. Click the  icon.
3. Enter a new object name.
4. Click **OK**.


To move / copy an object to another project

1. Select an object.
2. Click the  or  icon.
3. Select a project.
4. Click **OK**.


Hint: Moving / Copying multiple objects is supported.

Note: If you move or copy a connection to another project, all its query files and virtual groups will also be moved or copied.

To preview an object


1. Select an object.
2. Click the  icon.

To download an object

1. Select an object.
2. Click the  icon.

Hint: Downloading multiple objects is supported.

To delete an object

1. Select an object you want to delete.
2. Click the  icon.
3. Click **Delete**.

Hint: Deleting multiple objects is supported.



Search Objects

If you have many objects, you can find the objects you want easily by the search feature. Enter a search string in the **Search** text box. Objects will be filtered by the search string immediately.

Change Object Order

Click **Sort by** and select a sorting option. You can sort the objects in ascending or descending order.

Change Layout

By default, your objects are displayed in Grid View. You can click the  or  to switch between List View and Grid View.

Chapter 7 - Navicat Objects

Connections

The **Connections** page displays all connections in your account.

You can perform the following actions in this page.

- View the connection details.
- Rename connections.
- Copy connections (including their queries and groups) to other projects.
- Move connections (including their queries and groups) to other projects.
- Download connection files (.json).
- Preview and copy the connection settings.
- Delete connections.

See the [Manage Objects](#) section for more information.

Queries

The **Queries** page displays all query files in your account.

You can perform the following actions in this page.

- View the query details.
- Rename queries.
- Copy queries to other connections.
- Move queries to other connections.
- Download query files.
- Preview and copy the SQL statements.
- Delete queries.

See the [Manage Objects](#) section for more information.

Model Workspaces

The **Model Workspaces** page displays all model workspace files in your account.

You can perform the following actions in this page.

- View the workspace details.
- Rename workspaces.
- Copy workspaces to other projects.
- Move workspaces to other projects.
- Download workspace files.
- Preview the last modified diagram in the workspace file.
- Delete workspaces.

See the [Manage Objects](#) section for more information.

Snippets

The **Snippets** page displays all snippet files in your account.

You can perform the following actions in this page.

- View the snippet details.
- Rename snippets.
- Copy snippets to other projects.
- Move snippets to other projects.
- Download snippet files.
- Preview and copy the code in the snippet.
- Delete snippets.

See the [Manage Objects](#) section for more information.

BI Workspaces

The **BI Workspaces** page displays all BI workspace files in your account.

You can perform the following actions in this page.

- View the workspace details.
- Rename workspaces.

- Copy workspaces to other projects.
- Move workspaces to other projects.
- Download workspace files.
- Preview the first page of the last modified dashboard in the workspace file.
- Delete workspaces.

See the [Manage Objects](#) section for more information.

Aggregation Pipelines

Each project's aggregation pipelines can be found in its **Project Details** page.

You can perform the following actions in this page.

- View the pipeline details.
- Rename pipelines.
- Copy pipelines to other connections.
- Move pipelines to other connections.
- Download pipeline files.
- Delete pipelines.

See the [Manage Objects](#) section for more information.

Virtual Groups

Each project's virtual groups can be found in its **Project Details** page.

You can perform the following actions in this page.

- View the group details.
- Rename groups.
- Delete groups.

See the [Manage Objects](#) section for more information.

Chapter 8 – Commands

On-Prem Server Commands

You can use the command line to manage Navicat On-Prem Server service on Windows, macOS or Linux. The installation folder or the program path of Navicat On-Prem Server is:

Windows

C:\Program Files\PremiumSoft\Navicat On-Prem Server

macOS

/Applications/Navicat On-Prem Server.app/Contents/Resources/

Linux

/opt/navicatnpremservice/x86_64-linux-gnu/

Note: On Linux operating systems, commands must be run by the "navicatnpremservice" account.

Syntax

navicatnpremservice [command]

Available Commands

diagnostic	Show diagnostic information.
help	Print the help information of any command.
restart	Restart Navicat On-Prem Server.
start	Start Navicat On-Prem Server.
status	Print the status information of Navicat On-Prem Server.
stop	Stop Navicat On-Prem Server.

Examples

navicatnpremservice stop

navicatnpremservice restart

Chapter 9 - Troubleshooting

Log Files

Navicat On-Prem Server log files have detailed records of all sorts of server errors and messages. These files can help in tracking down any problems with Navicat On-Prem Server. Follow these steps to download the log files:

1. At the top right, click your avatar.
2. Select **Advanced Configurations**.
3. Click **About**.
4. Scroll to the **Diagnostics** section.
5. Click **Retrieve All Log Files** to download a .zip file containing log files.

Chapter 10 - Open Source Libraries

Open Source Libraries & Licensing

The following table lists the open source libraries used by Navicat On-Prem Server.

License	Libraries
Apache 2.0	<ul style="list-style-type: none">• github.com/aws/aws-sdk-go-v2• github.com/dgraph-io/badger• github.com/golang/mock• github.com/google/wire• github.com/pkg/errors• github.com/pquerna/otp• github.com/spf13/cobra
MIT	<ul style="list-style-type: none">• github.com/Konstantin8105/FreePort• github.com/fatih/structs• github.com/gin-contrib/cors• github.com/gin-contrib/gzip• github.com/gin-contrib/sessions• github.com/gin-gonic/gin• github.com/jinzhu/gorm• github.com/jmoiron/sqlx• github.com/kelindar/binary• github.com/korylprince/go-ad-auth• github.com/mutecomm/go-sqlcipher• github.com/natefinch/lumberjack• github.com/ttacon/libphonenumber• gopkg.in/gomail.v2

	<ul style="list-style-type: none"> • gopkg.in/gormigrate.v1 • gopkg.in/ldap.v2 • github.com/fingerprintjs/fingerprintjs • www.npmjs.com/package/axios • www.npmjs.com/package/click-outside-vue3 • www.npmjs.com/package/crypto-js • www.npmjs.com/package/element-plus • www.npmjs.com/package/moment-timezone • www.npmjs.com/package/normalize.css • www.npmjs.com/package/normalizr • www.npmjs.com/package/resize-observer-polyfill • www.npmjs.com/package/vue • www.npmjs.com/package/vue-hot-reload-api • www.npmjs.com/package/vue-i18n • www.npmjs.com/package/vue-router • www.npmjs.com/package/vuex • www.npmjs.com/package/workbox-sw
MPL 2.0	<ul style="list-style-type: none"> • github.com/go-sql-driver/mysql • github.com/tredoe/osutil
BSD 3-Clause	<ul style="list-style-type: none"> • github.com/denisenkom/go-mssqldb • github.com/google/uuid • github.com/googollee/go-socket.io • github.com/namsral/flag • github.com/shirou/gopsutil • golang.org/x/crypto

	<ul style="list-style-type: none"> • golang.org/x/image • www.npmjs.com/package/highlight.js
BSD 2-Clause	<ul style="list-style-type: none"> • github.com/go-redis/redis • github.com/sfreiberg/gotwilio • github.com/vmihailenco/msgpack • gopkg.in/guregu/null.v3
Freetype	<ul style="list-style-type: none"> • github.com/golang/freetype
ISC	<ul style="list-style-type: none"> • github.com/howeyc/gopass • github.com/oschwald/geop2-golang • www.npmjs.com/package/https
CC0 1.0	<ul style="list-style-type: none"> • www.npmjs.com/package/randomcolor