



InTouch Digital WinPop Notification Installation Guide

System Requirements

In order to use this version of the InTouch Digital WinPop Message Notification module, your system must meet the following minimum requirements.

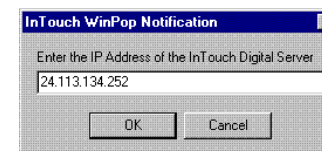
- IBM-compatible with a 486 processor or better.
- Running any Microsoft Windows operating system (95/98/NT/2000/XP).
- 4MB or more RAM.
- A hard disk with 500KB free space.
- A 10MHz or better network connection to an InTouch Digital Server, with TCP/IP protocol configured and enabled.


Installing the Software

1. Start Microsoft Windows.
2. Insert the Setup Disk into your floppy or CD disk drive.
3. Click the **Start** button and then click on **Run**.
4. In the Run window open box, type *x:setup*, where *x:* is the appropriate drive letter.
5. Click **OK**.

First Time Configuration

1. When WinPop Notification is first started, you will notice a screen is displayed with information similar to that shown below.



2. If your system is connected to a network that also hosting an InTouch Digital Server, the Address field will contain the correct IP address of the server.
3. Either accept the IP Address or manually enter the System Name or the IP Address of the InTouch Digital Server. (Contact your system manager for this information).
4. Press the **OK** button; the WinPop Notification window will disappear. A small icon will be displayed in the lower right hand corner of your screen, adjacent to the system clock display. 
5. Point your mouse at this WinPop icon, and press the right mouse button. A menu will show next to the icon, select System Info with your mouse.
6. The WinPop Notification window will appear, and display your own Network ID, make a note of this Network ID name. Your system manager must now enter your unique Network ID into your Mailbox Profile on the InTouch Digital Server.
7. After this has been done, you will be notified of all new voice messages, as they arrive into your InTouch Digital voice mailbox.



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Normal Operation

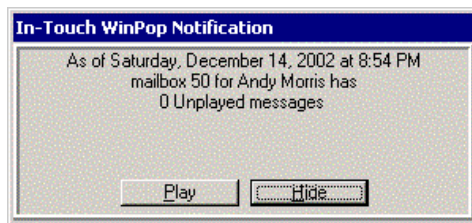
Your InTouch Digital WinPop Message Notification program will be automatically activated whenever you logon to your system, or it is re-booted.

The program will normally sleep in the background, but you will always see the WinPop icon on the toolbar, next to your system time.



When a message arrives in your InTouch Digital voice mailbox, the WinPop window will jump up onto your screen, regardless of what other program you may be using at the time.

A message display, similar to that shown, will advise you of the number of messages in your voice mailbox.



Once you are aware of the new messages, simply press the **Hide** button or the Enter key on your keyboard. The WinPop window will then disappear and go back to sleep, awaiting the arrival of the next new message.

To listen to your messages, use your telephone to access your voicemail in the normal way. Or press the **Play** button to hear the most recent message in your mailbox.

Screen Position

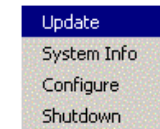
WinPop Message Notification has a screen position memory, place the screen at the most convenient position, anywhere on your Windows desktop. WinPop will remember where it is, and it will always reappear in that position.

To move the screen, place your mouse cursor in the blue title bar, and while holding the left mouse button down, move your mouse until the screen is where you desire it. After which release the mouse button, and press the WinPop Hide button. The WinPop screen will always reappear in that position.

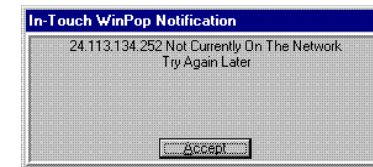
Options Menu

To activate the Menu, point your mouse at the WinPop icon on the toolbar, and press the right mouse button. The WinPop menu window will open, next to the icon.

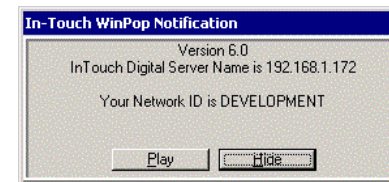
The options offered are:



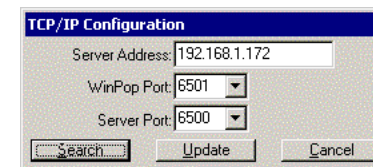
Update allows you to send an unsolicited inquiry to the InTouch Digital Server to retrieve the current status of your InTouch voice mailbox. If successful the message display will appear. Should there be a communications or other error, you will receive an error message, such as, "Server Not Currently On The Network" if this occurs contact your system manager for assistance.



System Info will show your own Network ID and, it shows the InTouch Digital Server name. If this information is not correct, the InTouch Digital Server will never be able to find you.



Configure will allow you to specify the name or IP address of the InTouch Digital Server, as well as defining the port numbers that will be used to create the communication link. This information must be as defined on the InTouch Digital Server. The **Search** button will automatically detect the IP Address of any InTouch Digital Server on the network.



Shutdown is the only way to close the WinPop Message Notification utility. It will not affect the automatic program restart whenever your system is re-booted. Obviously you will not receive any message notifications, while WinPop is not running.

Should you inadvertently shutdown the WinPop notification, and desire to have it active again, without having to re-boot your system, the program shortcut can be found on the **Startup** section of the **Programs** menu behind the **Start** button. Press the **Start** button, select the WinPop icon, and double click the left mouse button. The program will restart, with its icon on the toolbar of your screen.