

MicroDot

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	<i>TITLE :</i> MicroDot		
<i>ACTION</i>	<i>NAME</i>	<i>DATE</i>	<i>SIGNATURE</i>
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REVISION HISTORY

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Chapter 1

MicroDot

1.1 Welcome

Microdot-2

The serious news-/mailreader

Introduction:

Copyright

Copyright&Author information

Registration

How to register Microdot-2

Installation

Installing the program

Features

A short overview over MD-2

Getting Started

First steps with Microdot-2

General:

Electronic Mail

The first three sections are aimed

Usenet

especially at first-time users

Mailing Lists

Netiquette

Everybody should read this!

PGP

A few words about PGP

Reference:

Shell Arguments
Startup parameters

Menus
Full menu reference

Windows
Description of all program windows

Preferences
Explains all preferences

ARexx
ARexx-Port documentation

Appendices:

FAQ
Please read this!

Microdot-2 support
Read if you have a question not covered by the FAQ

Index
Index of all important topics

1.2 Copyright

Copyright Notice

Microdot-2 is ©1993-1998 by Oliver Wagner <owagner@vapor.com>

This documentation is ©1998 by Eike Michael Lang <elang@gmx.net>

Installer Script ©1998-1999 Robert C. Reiswig <rob@vapor.com> All Rights Reserved

No parts of this archive may be redistributed except with the entire contents of the original archive.

1.3 Installing and Registering Microdot-2

Registering Microdot-2

To register Microdot-2 please use the registration utility you

obtained as part of the Microdot-2 archive. If you did not receive the registration tool as part of the Microdot-2 archive please grab a fresh archive off Aminet or the Vaporware WWW/FTP-site.

Please do not use any registration utility archives that did not come from genuine sources, VaporWare can and will not take any responsibility for virii or trojans that might be contained in registration utility archives that were not obtained through the official channels.

Installing Microdot-2

For installing Microdot-2 please use the installer script that is part of the Microdot-2 archive. If you did not receive the installer script as part of the Microdot-2 archive please grab a fresh archive off Aminet or the Vaporware WWW/FTP-site.

1.4 Features of Microdot-2

Features of Microdot-2

Microdot-2 is a very powerful and flexible program. The most significant features of it are:

- Powerful features for the sorting and filtering of emails by various criteria
 - RETU (really easy to use)
 - Full PGP support
 - Support for multiple mail/news-accounts
 - Messages are stored in the most efficient method possible, providing fast access while remaining intact in the event of a system crash
 - User configurable buttons and keyboard shortcuts
 - Interaction with other Vapor-Programs such as Voyager-NG and AmIRC:
 - You can use MD-2 from within Voyager to handle your mail and news
 - MD-2 will show you a message in your AmIRC channel window if you have received new mail
 - ARexx-Port
 - MUI interface for high user configurability and convenience of use
 - Flexible sorting of messages
 - Support for ContactManager
-

1.5 Getting started

Getting started

This information is provided for the impatient who cannot be bothered to read documentations. However, it is highly recommended to read at least all sections of the 'General' part of this documentation, and taking a peek at the reference section is a good idea, too.

After successfully installing Microdot-2, you need to provide some information to the program which will enable it to send and receive your emails and news articles.

To set up Microdot-2 for internet use, take the following steps:

- 1.) Select Account Settings... from the Settings menu. The 'Account Manager' window will open. The list on the left will only contain the entry 'First', you do not need to touch this.
 - 2.) In the right-hand part of the window enter your real name in the string gadget labelled 'Your real name'. Currently you do not need to concern yourself with the other gadgets.
 - 3.) Select the 'Network' tab in the right-hand part of the window.
 - 4.) Leave 'Type of connection' set to 'Internet'.
 - 5.) In the field labelled 'POP3 (mail) account:' you must enter the loginname for your mailserver, in the field below that enter the name of your POP3 server - this information has been provided to you by your ISP or sysadmin. Most of the time the POP3 account name will be identical to your login-name.
 - 6.) Enter your mail password in the appropriate field. Please take care to enter the correct password as everything you enter will only appear as black dots for security reasons.
 - 7.) In the case of a dial-up account it is usually best to set 'Delete mail on server?' to ON.
 - 8.) Set 'Authentication Method' according to the information provided to you by your ISP. If you don't have this information you should try 'User/Pass' first, this should work in most cases. If 'User/Pass' does not work you should change it to 'APOP'.
 - 9.) Enter the name of your mail server into the string gadget. This may or may not be identical to the name of your POP3 server, depending on your ISP's setup.
 - 10.) Enter your email-address in the lowest string-gadget.
 - 11.) Click on the 'News' tab and enter the name of your news server into the appropriate text-gadget. Again, this information should have been provided to you by your ISP or sysadmin.
-

- 12.) If your newsserver requires authentication you should activate the appropriate checkmark gadget and enter the username and password (again, provided by your ISP) into the respective string gadgets.
- 13.) For now, set 'When fetching articles' to 'get both headers and bodies (Offline)'.
- 14.) Hit the OK button in the lower left corner of the window.

After completing the above steps you will be able to send and receive emails as well as to subscribe to newsgroups and post and receive messages to and from them. You should, however, take a look at the reference section for a more detailed description of all the preferences options.

Finally, please remember that Microdot-2 offers fully context-sensitive online-help. If you don't know about the function of a requester or menu item, simply move the mouse over it and hit the HELP-key.

1.6 Electronic Mail

Electronic Mail

Electronic Mail, most commonly referred to as email or (less frequently) private mail, is a means of electronically transmitting written text, but also images, programs and all other kinds of files between people.

People can gain access to electronic mail by various means, but the very fact that you are reading this documentation now suggests that you have access to the internet and have had an email-account assigned to you by your ISP.

Every person who has an email-account is identified by his or her personal email address. In order to send an email to another person, all you need is to know his or her email-address. On top of that you need an internet account and a program that is capable of sending email, such as Microdot-2, the documentation to which you are currently reading.

Likewise, if somebody wants to send you email, all he needs to know is your email-address, an internet-account and an email-program.

Sending an email using Microdot-2 is as easy as selecting the menu item

Message/Write New...

, entering the email-address of the recipient and entering the message text in the large text area. After that you only need to hit 'Send' and your message is ready to be sent out into the world.

The next time you connect to the internet, all you have to do is call the menu item

Microdot/Send queued messages
and the email will be
sent to the recipient, usually reaching its destination in a matter of
minutes.

To see if anybody has sent you email, connect to the internet, and call
the menu item Microdot/Check for new mail. If any mails were sent to
you, Microdot-2 will get these off your mail server and put them in the
'»PRIV'-folder, which will then be highlighted in a different color.

You can now disconnect from the internet if you wish, the message(s)
have been saved on your computer. To read the message, double-click on
the line '»PRIV' and then on one of the white entries - a window will
open which displays the message.

Chances are quite high that you might want to respond to a certain
message. Now it would be very awkward to write a new message, enter the
email-address of the recipient and repeat all important points of the
message you are responding to (after all, you want the recipient to
know what you are referring to). To avoid this, read the message as
described in the previous step and select

Message/Private reply...

from the menu. Again a window opens, but this time it already ←
contains

the email-address of the person who sent you the message and also
contains the entire text, each line preceded by an angle bracket
'>'), i.e. the preceding text is "quoted", to signify that this is
what you are responding to. Now you can delete all unimportant parts
and put your replies below the relevant points of the quoted message.
Once you're done, hit 'Send' and your message is ready to be sent off.

This information will get you started; further information can be
obtained from the

Reference
and the
FAQ
sections.

1.7 The Usenet

The Usenet

The usenet is a world-wide forum that enables to discuss virtually
every topic in so-called "newsgroups". Newsgroups are discussion forums
to which you can post messages, and everybody who is 'subscribed' to
this forum will be able to read and answer to these messages. Likewise,
if you are subscribed to a newsgroup, you can read and answer to all
messages other people post to that group.

Several thousands of these newsgroups exist, and your ISP is likely to
not carry every single one on its newsserver. Newsgroups are sorted in
hierarchies and are identified by their full name in the hierarchy. The
different hierarchy levels are separated by dots, so

'comp.sys.amiga.games' would be an example of a newsgroup name.

To get a list of all newsgroups that your ISP carries please refer to the section covering the menu item

Groups/Group manager...

and then

return here.

In the group manager window, select those newsgroups that strike your interest and leave the window using the 'Subscribe' gadget. After that, call the menu item

Microdot/Check for new News

. As all of your newly

selected newsgroups are still empty, Microdot-2 will prompt you for each group to choose whether you want to get all messages or only the 100 most recent ones. For now you should choose to only get the 100 most recent ones and wait until Microdot-2 finishes downloading them. After that you can disconnect from the internet and start reading the newly arrived messages.

You should carefully examine the messages written to the different newsgroups and decide whether the particular group seems of any interest to you. If this seems so, keep downloading the latest news articles for a few days and watch how people behave, how discussion evolve, how people react, etc. Once you are sure you have understood how things are handled on a certain group, you can go ahead and post messages yourself and followup to messages posted into the group.

In the case of newsgroup messages you have two choices for answering to a particular message: You can either reply to it personally, just like answering to an email message, so only the message author gets to see your answer. In addition to that you can also publicly Followup to a message, which means that your answer will be sent back to the newsgroup so everybody subscribed to the group can read it.

To post a new message to a newsgroup, just open the group and call the menu item

Message/Write new...

from within that group. The message

will automatically be addressed to that group and you only have to enter a message text and hit the 'Send' button.

Making a personal reply to a newsgroup message works exactly as replying to a personal

email

- refer to the previous section for

details.

To make a public followup to a message you are currently reading, simply select

Message/Public followup...

from the menu. The message

will automatically be addressed back to the group and the entire message text of the message you are following up to will be quoted in the text area. The rest of the procedure is the same as if replying to an email message.

Before making any usenet posting, please read the
netiquette
section.

1.8 Mailing Lists

Mailing Lists

In addition of usenet and "normal" email, there are so-called "mailing lists". A mailing list is a list of email addresses that is located on a certain server. This list has an email address of its own, just like a single person, but any email sent to the list address will be redidributed to every person whose email address is on the list.

Thus, the way messages are transferred is identical to personal email, while the type of communication going on is very similar to usenet (i.e. the messages are read by/sent to a large number of people).

In order to take part in a mailing-list, you need to subscribe to it. This process is different from subscribing to a newsgroup.

If you are informed about the existance of a certain mailing list you would like to participate in, you are usually also provided with information on how to subscribe to the list.

Subscribing to a mailing list is usually done by sending email with a certain content. To make all of this a bit easier to understand, you will be guided step-by-step through the process of subscribing to the Microdot-2 support mailing list.

- 1.) In the main Microdot-2 window select
 Message/Write New...
 from the
 menu.
- 2.) Enter 'md-2-request@vapor.com' (without the apostrophes) into the
 'To:'-field
- 3.) Enter 'SUBSCRIBE' (again, without the apostrophes) in the text area
- 4.) Set 'Signature' to 'None'
- 5.) Hit 'Send'
- 6.) Connect to the internet and call
 Microdot/Send queued messages
 from
 the menu.

The next time you download mail from the server, you should have received a confirmation message from the mailing list server. You should call

Message/Archive

to save this message for future reference.

If you do not receive a confirmation message, please wait a day or two. If until then you have not received any confirmation, please check that your email address is configured properly in the preferences (see

getting started
) . Correct any possible mistakes and try again if/when everything is in order.

From now on, every mail that is sent to the list will be passed on to you.

If you want to send a mail to the list, all you have to do is enter the list address in the 'To:' field of a new message you write. Please note: this address is different from the one to which you sent your subscription request.

The initial confirmation message also contains information on how to unsubscribe from the list. Please follow these instructions carefully. Again, the address used for handling unsubscriptions is not identical to the address you send regular list messages to, but quite likely it is identical to the address to which you sent your request for subscription.

NEVER send unsubscribe requests to the list address used for messages! This will only annoy people who are still on the list and will not get you unsubscribed.

The
netiquette
apply to mailing lists the same way they do to usenet.

Unlike usenet, which is pretty much in the public domain, every mailing list has an owner. If you do not behave yourself on a mailinglist, you will find yourself forcefully unsubscribed from the list. In severe cases the list owner might even 'blacklist' you, meaning that you will never again be able to subscribe to that list.

Organizing your mailing lists

As soon as you subscribe to more than one mailing lists, you will realize that you are receiving quite a number of messages each day and it is getting progressively harder to keep them organized.

Now this brings us to a field where Microdot-2 really shines - the sorting of mails, which greatly alleviates the task of keeping your mailing lists separate.

You can create a folder for each mailing list you are subscribed to by following the easy steps below:

1. In the main window, call
Groups/create new mail folder...

2. In the window that then opens, enter a name and a description for the folder, then tick the 'Auto expire' checkmark and enter '14' in the gadget next to it. Finally enter the list address into the 'Default address' gadget and hit 'OK'. A new line of text representing the new folder will appear in the main window.

3. Open one message that you received on the mailing list you want to create a folder for. Call Settings/Reader/Show all headers from the menu and look for a line starting with 'Sender:' among the blue lines at the top of the reader window, and note down the email address after 'Sender:' on a piece of paper.

4. Call Settings/Message filters for this account... from the menu.

5. In the window that then opens click on the 'Add' button in the bottom left area of the window (just above 'OK'). You will notice that the entire right area will become unghosted.

6. In the text gadget in the top left of the right area, enter the mailing list name, e.g. 'Microdot-2'.

7. Click on 'Add new condition'. From the popup-menu directly above it select 'Sender:', set the cycle gadget to its right to 'is' and in the string gadget further right enter the address you noted down in step 3. This address will typically have the word 'owner' in it, eg. 'owner-md-2@vapor.com'

8. Repeat Step 7, but this time choose 'To:' from the popup-menu, leave the cycle-gadget at 'contains' and enter the list address into the string gadget. For our example this would be 'md-2@vapor.com'.

9. In the lower area set the first cycle gadget to 'Move to:' and select the name of the folder created in steps 1&2 from the cycle-menu that then appears. Finally set the lowest (large) cycle-gadget to 'stop processing further filters' and you are done.

Leave the filter-setting with 'OK' - the next time you download your mails from the server, all mails addressed to the mailinglist you just created the folder for should be automatically sorted into that folder.

Repeat the above steps for every list you are subscribed to, substituting the correct data for each list.

1.9 Netiquette

Netiquette

The so-called 'Netiquette' are a set of rules (some of them written,

some not) that govern the behaviour of people on the internet.

Here is a list of points that should be observed:

Do not insult or personally attack ('flame') other people! The recipient is always a human being the same as you are and deserves to be treated as such. If you disagree with the arguments or points of a person, discuss them reasonably and politely; if the other person 'flames' you, it is usually best to simply ignore them.

When replying or following up to a message, quote only those parts of the previous message that are vital to understanding your point. Excessive quoting makes your messages harder to read and understand and generates unnecessary network traffic.

Do not type words in all capital letters! CAPITALIZING is the email/usenet equivalent of shouting and considered impolite.

Limit your

signature to four lines of 80 characters or less. These four lines hold plenty of space to put information, and larger signatures create excess network traffic. Even if you think that your signature is so interesting, witty, or beautiful that you should be allowed to exceed the limit, always bear in mind, that people will see it often and only get annoyed and/or bored by it.

Make sure that you break your lines every 72 characters (or sooner). If you use Microdot-2's built-in editor this will happen automatically, but please make sure that the lines are also broken when using an external editor. The reason for this is that many news/mail-readers have window sizes which can accommodate 80 characters per line, so that people will either have to scroll in order to read longer lines or the lines automatically broken at the line end. Both of this makes it much more difficult and inconvenient to read your messages, making it much more likely that they will simply be ignored. The reason that the limit is 72 and not 80 is to safely accommodate at least three levels of quoting before the lines exceed 80 characters in length.

Please stick to the language used on a certain newsgroup or mailinglist. Most of these will use the English language, but there are local and regional groups and lists which do not - please respect this.

Do not send binary attachments to text-newsgroups or mailinglists. Binary attachments are large and take long to download, and they will annoy all those people who are not interested in them. Please bear in mind that a lot of people on the world have timed phone calls so it would be impolite to force any costs on them for attachments they don't want. Be especially careful if a person on a mailinglist asks for a certain program or file - most mailinglists are configured in a way that makes all replies go back to the list. If you reply with an attachment to a person who asked for a file on a mailinglist, please make sure that only this person, not the list, is the recipient.

If you ever want to unsubscribe from a mailinglist, please note that the address for your unsubscribe-message will never be the address of the list. Most mailinglists attach instructions for unsubscribing to

the bottom of every message on the list. Read and follow these instructions carefully. Sending unsubscribe-messages to the list-address will only annoy the people who are still on the list.

When posting to a newsgroup, please don't ask for private replies. If you expect an answer from the people on that group, you should consider the group important enough to subscribe to it. The only exception to this rule are buy/sell-newsgroups where people usually post public offers/requests and everything else is conducted by private mail.

Do not crosspost to large amounts of newsgroups. Please post messages only into newsgroups that relate to the topic of your email. When following up to excessive crosspostings, please don't hesitate to remove any unfitting groups from the "Group:" header.

This may seem like an awful lot of rules, but if you look closely you will notice that there isn't even a dozen of them. The only reason why this section is so lengthy is the explanation to each rule, as we think that it is vital that you understand why you should or should not do certain things. Observing these rules will make the internet a more enjoyable place for you and everybody else, and most of these rules are a matter of common sense and basic politeness anyways.

1.10 PGP

PGP

Microdot-2 offers full support for PGP 2.6.3 and PGP 5.x

The PGP program can be obtained from <http://www.pgp.com/> (US and Canadian users) or from <http://www.pgpi.com/> (international users).

Please note that you will still need to know a fair bit about PGP before being able to use it with Microdot-2. Microdot-2 can, will and should not free you of this responsibility.

1.11 Shell Arguments

Shell Arguments

Microdot-2 will accept the following shell arguments:

To/M

Causes Microdot-2 to open a New Message Window upon startup and use this argument as the "To:" address for the email message.

Subject/K

Causes Microdot-2 to open a New Mail Window upon startup and use this argument as the subject line address for the email message.

Contents=ContentsFile/K

Causes Microdot-2 to open a New Message Window upon startup and use the contents of the file you specified as the body text for the email message.

MessageID/K

Causes Microdot-2 to open a New Mail Window upon startup and use this argument as the MessageID for the new email message. Don't use this argument unless you know what you are doing.

GroupName/K

Causes Microdot-2 to open a New Message and use this argument as the "Group:" address for the message.

Config=Prefs/K

Causes Microdot-2 to load the specified configuration file upon startup instead of using the default configuration.

StartupRX/K

Using the argument you can specify a rexx script that will be executed upon program startup.

Iconified=Iconify/S

Starts Microdot-2 iconified without opening a window.

UseOldStyleLists=UOSL/S

Causes Microdot-2 to use MUI lists instead of NList.mcc.

1.12 Microdot-2 Menus

Microdot-2 Menus

This section contains a complete reference for all menu-functions of Microdot-2.

Available menus:

Microdot

Edit

Groups

Message

PGP

Settings
Microdot

Check for new mail

Check for new news

Check for news & mail

Mail download manager

Send queued messages

Autocheck for new mail?

Cleanup Database

Empty TRASH

Search...

Help...

About Microdot...

Iconify

Quit

Edit (not available in reader-window)

Select all

Deselect all

Select by Pattern...

Groups (only available in
group overview window
)

Open group(s)...

Edit group(s) parameters...

Create new newsgroup...

Create new mail folder...

Remove group(s)

Subscribe to group(s)

Unsubscribe from group(s)

Group manager...

Show Newsgroup's FAQ...
Message

Read...

Write New...

Move to folder...

Delete

Archive

Edit...

Fold thread

Private reply...
Private reply to all...

Public followup...

Forward...

Add to addressbook

Print...

Download

Next

Next New

Next Unread

Previous

Previous New

```

Previous Unread
PGP

Extract PGP key(s)...

PGP decrypt
-----

Import/Obtain PGP key

Forget Passphrase
Settings

General Settings...

MIME Settings...
-----

Accounts...

Message filters for this account...

Signatures for this account...
-----

Open Address book...

Open Contact Manager...

Use Contact Manager
-----

Single window?

Single folder list window only?

Single message window only?
-----

Reader                                     »
-----

MUI...
ARexx

```

This menu will contain all scripts that are located in the "rex" subdirectory of Micrdot-2 and have the suffix ".mdrx"

1.13 Check for new mail

```

Check for new mail
-----

```

Calling this menu item causes Microdot-2 to select your POP3-mailbox and get any new messages you might have received since last checking.

While Microdot-2 is downloading your mail you can see a status window that informs you about what Microdot-2 is currently doing, how many mails are waiting for you and how many Microdot-2 has already downloaded.

The status window also calculates the cps rate (characters per second, used for measuring download speed). Microdot-2 uses a "honest" method to calculate this rate (i.e. waiting times, etc. are also taken into account), so don't be irritated if other programs report higher rates.

1.14 Check for new news

Check for new news

When you call this menu item, Microdot-2 will contact your NNTP-server and get all new messages from the newsgroups you are subscribed to.

While Microdot-2 is downloading your news you can see a status window that informs you about what Microdot-2 is currently doing, i.e. which newsgroup is currently being scanned and how many messages Microdot-2 has received up to now. Please note that it is not possible to tell beforehand how many news-postings will have to be downloaded, this is only possible for mail.

The status window also calculates the cps rate (characters per second, used for measuring download speed). Microdot-2 uses a "honest" method to calculate this rate (i.e. waiting times, etc. are also taken into account), so don't be irritated if other programs report higher rates.

If there are any newsgroups that contain no messages at all, Microdot-2 will ask you whether you want to download all available messages from the server or no more than the 100 most recent messages.

1.15 Check for news & mail

Check for news & mail (Amiga-N)

This menu item combines

 Check for new news

 and

 Check for new mail

 in

one easy step. Microdot-2 will first get your mail, then your news.

Otherwise there is no difference; calling "Check for news & mail" is completely equivalent to calling the two menu items separately but

saves you one menu call.

1.16 Mail Download Manager

Mail Download Manager

This menu items opens the Mail Download Manager window which allows you to select individual messages from your mailbox for download, deletion, etc.

The window contains a list of all messages currently located in your POP3 box (i.e. all messages you have not yet downloaded), listing from left to right their status, subject line, size, date, sender and recipients.

In the list you can use the "Select all" and "Select none" buttons as well as normal mouse marking/unmarking to (de)select the messages of your choice. The status of selected messages can be changed using the "Set Get", "Set Delete" and "Set Ignore" buttons.

Clicking on "Execute" will close the window and perform the following actions on the messages, depending on their status:

'G' (Get) - The message will be downloaded from your mailbox and then deleted.

'D' (Delete) - The message will be deleted from your mailbox without downloading it.

'I' (Ignore) - The message will not be downloaded from your mailbox, but it will not be deleted, thus you can download it at a later point in time.

Clicking on "Cancel" will simply close the window without deleting or downloading any messages.

1.17 Send queued messages

Send queued messages (Amiga-S)

This menu items causes all emails and news postings from your Spool-Folder to be sent to your mail- or news-server.

A status window is opened that allows you to keep track of how many messages of which kind (mail or news) have been sent and how many are still left.

1.18 Autocheck for new mail?

Autocheck for new mail?

If this menu item has a checkmark next to it, Microdot-2 will automatically contact your POP3-mailbox every five minutes, just as if you had called

Check for new mail
manually.

1.19 Cleanup database

Cleanup database

Any news article or email that has expired or has been deleted is not automatically erased off the hard drive. Instead, only the reference to it is deleted from Microdot's index files.

Calling this menu item causes Microdot-2 to scan its internal database for all messages that are not referenced in the index files and then deletes them off the hard drive.

How often you should call this function heavily depends on the size of your hard drive and the amount of messages you receive, but calling this function at least once a month is definitely a good idea.

1.20 Empty TRASH

Empty TRASH

This menu item deletes the contents of the TRASH folder for real. Once you have called this function you will not be able to restore previously deleted mails.

1.21 Search...

Search...

This menu item opens a window that allows you to search for certain strings in the index or in the messages of all groups or a certain group.

The search-window offers several options:

Into the string-gadget at the top you can enter the string that you want to search for. The cycle-gadget to the right of it allows you to

search either by regular substring-matching (i.e. only messages that contain the exact string will be listed) or you can use the "fuzzy" setting.

"Fuzzy" performs a search based on fuzzy-multigrams. If you e.g. entered "Olifer Wakner" as the search string, a fuzzy search would return all messages containing "Oliver Wagner" as well. This is particularly useful if you cannot remember the exact spelling of the term you are looking for.

The cycle-gadget below the string-gadget controls whether the search will be performed in all groups or only in those selected in the

group overview window

.

The cycle-gadget to the right determines whether the string is searched for only in the group index, only in the message texts of the selected group(s) or in the index and the messages.

Index searching is of course fastest and is recommended whenever you are looking for messages sent by a certain person or of a certain topic.

Searching in the message bodies is useful if you know that the search string is not in the header.

Searching in the index and the messages is only necessary if you really want to find every single occurrence of the search string.

Once the search has been completed the list that takes the major part of the window will contain a list of all the messages that match the search pattern. Double-clicking on an entry in this list will open the message in a

Reader-Window

.

The different columns of the list should be pretty much self-explanatory, with the exception of the very first column-"Score".

If you used regular substring-matching the score will simply reflect how many occurrences of the substring are there in the message. If you used fuzzy-searching, however, the score will represent how well the "best" string in that message matches the search pattern.

The three buttons at the bottom of the window do exactly what is written on them: The left one starts the search operation, the one in the middle aborts it in case you think the operation takes too long, and the one to the right closes the search window.

1.22 Help...

Help... (Help)

This menu item opens the documentation you are currently reading. :)

1.23 About Microdot...

About Microdot... (Amiga-?)

This menu item opens a window that informs you the version number of your copy of Microdot, whether it is registered and to whom, who the author is, who helped with the development, etc.

The About-window also contains the email-address for the support mailinglist and the WWW-address of the Vapor homepage.

1.24 Iconify

Iconify (Amiga-I)

This menu item closes all windows of Microdot-2 and reduces the program to an icon on the workbench. The icon is named "MicroDot (N:xx)" where xx is the number of new messages that you have.

Depending on the status of your messages, Microdot-2 will display different icons if there are old messages, new messages or no messages. These icons are named 'empty.info', 'old.info' and 'new.info' and reside in the 'icons' drawer of the Microdot-2 directory. You can replace them with icons of your choice.

1.25 Quit

Quit (Amiga-Q)

This menu item causes all windows of Microdot-2 to be closed and then exits the program.

1.26 Select all

Select all

This menu item selects all groups or messages in the current window. It is not available in the Reader-Window.

1.27 Deselect all

Deselect all

This menu item causes all selected groups or messages in the current window to be de-selected. It is not available in the Reader-Window.

1.28 Select by pattern...

Select by pattern...

This menu item opens a window with a string-gadget into which you can enter a standard AmigaOS-pattern. All groups/messages matching this pattern will then be selected.

1.29 Open group(s)...

Open group(s)...

This menu item opens all currently selected groups. For each group a new window is created which lists all messages contained in that group.

1.30 Edit group(s) parameters...

Edit group(s) parameters...

This menu item opens a window for every selected group, in which you can make several settings for each group.

The first string-gadget allows you to choose a name for the group, while in the second string-gadget you can enter a slightly longer description of the group.

Below the string-gadgets is a cycle-gadget that allows you to set the signature to use for messages created within that group.

If the "Auto expire" checkmark is set, all messages in that group will be automatically removed from the index after the amount of days specified in the "days" gadget has gone by. If "Auto expire" is not set, you have to manually delete any messages you do not need anymore.

Finally, the "Default address" string-gadget controls what will be the default content of the "To:" line when creating a new message from

within that group.

1.31 Create new newsgroup...

Create new newsgroup...

This menu items opens a window that allows you to enter all relevant information for the new newsgroup to be generated.

In the topmost text-gadget you can specify the group name. This should be the valid name of a newsgroup carried by your local newsserver, otherwise Microdot-2 will issue an error message when trying to get news for this group. You can however, invent a name and then make sure this newsgroup is unsubscribed, e.g. to use it as a target when

filtering news postings. Another possibility is to manually move certain articles form other groups into here, in case you want to save them longer or archive them and not have to look for them in the original groups.

In the text-gadget below you can enter a slightly longer description of the newsgroup which will be displayed in the rightmost column of the main Microdot-2 window.

The cycle-gadget controls which is the default signature that will be attached to all messages you post to this newsgroup.

If the "Auto expire" checkmark is set, all messages in that group will be automatically removed from the index after the amount of days specified in the "days" gadget has gone by. If "Auto expire" is not set, you have to manually delete any messages you don not need anymore.

The "Default address" string-gadget has no meaning for newsgroups, it is only valid for mail folders.

1.32 Create new mail folder...

Create new mail folder...

This menu items opens a window that allows you to enter all relevant information for the new mail folder to be generated.

In the topmost text-gadget you can specify the folder name. This can be any name you choose. No mail will automatically be put into this

folder, instead you have to set the filter options so that mails which match a certain pattern are moved in to this folder. Alternatively, you can manually move desired messages into this folder.

In the text-gadget below you can enter a slightly longer description of the mail folder which will be displayed in the rightmost column of the main Microdot-2 window.

The cycle-gadget controls which is the default signature that will be attached to all messages you send from within this mail folder.

If the "Auto expire" checkmark is set, all messages in the folder will be automatically removed from the index after the amount of days specified in the "days" gadget has gone by. If "Auto expire" is not set, you have to manually delete any messages you don't need anymore.

Finally, the "Default address" textgadget controls, which address will automatically be placed in the "To:" field of the New message window when you call it from within the folder.

1.33 Remove group(s)...

Remove group(s)...

This menu item opens a requester that offers you to delete all messages within the selected group(s), or to completely remove the group(s).

1.34 Subscribe to group(s)

Subscribe to groups(s)

This menu item tells Microdot-2 to look for new postings in the selected newsgroup(s) every time you issue the

Check for new news command

.

1.35 Unsubscribe from group(s)

Unsubscribe from group(s)

This menu item tells Microdot-2 to no longer look for new postings in the selected newsgroup(s).

1.36 Group manager...

Group manager...

This menu item opens the group manager window.

When you open this window the very first time, the list that takes the major part of it will be completely empty. You need to connect to the internet and click on the "Get group list" button in the top right corner of the window - Microdot-2 will then download a list of all newsgroups that your news server carries. This process will usually take a few minutes.

Once Microdot-2 is done downloading the list, you can select one or several newsgroups from it using the mouse.

In case you know the name or at least part of the name of a certain newsgroup you are interested in, you can start entering it into the "Group locator" text gadget below the list. The list will move to always show the name of the group that best matches the string you are entering into the gadget.

Once you have selected all the desired newsgroups, you can click on 'Subscribe' and MD-2 will add the selected newsgroups to the main window.

The group list will be saved so that you can subscribe to new newsgroups in the future without having to connect to the internet.

1.37 Get Newsgroup's FAQ

Get Newsgroup's FAQ

For many usenet newsgroups there exists a FAQ that covers questions that are frequently asked on the group and often specify certain rules of conduct for the group as well as outline which topics are welcome for discussion in that group and which are not.

This menu item will download the FAQ for the currently selected newsgroup from a central server (if it is available) and then let you read it.

1.38 Read...

Read... (Return)

This menu item opens a reader window for every selected message. In case the menu item Settings/Single message window only? is active, Microdot-2 will load the messages into the window in rapid sequence, so that you can only read the last one. However, all messages will lose their "New/Unread"-Flag.

1.39 Write New...

Write New...

This menu item opens the New message window. Depending on the settings for the group, a default address will be entered into the "To:" (for mail folders) or "Group:" (for newsgroups) field.

1.40 Move to folder...

Move to folder...

This menu item opens a small window that contains all available mail folders. By double-clicking on a folder name all selected messages will be removed from the current folder and placed into the folder you just selected.

1.41 Delete

Delete

This menu item toggles the Delete-flag for all selected messages. Messages that have the Delete-flag set will be moved into the »TRASH folder as soon as you close the folder list window in which they are contained. As long as you do not leave the folder list window, you can call "Delete" again to un-set the delete flag and keep the messages from being moved to the »TRASH folder.

Please note that deleted messages are not actually lost until you call the

Empty TRASH...

menu item from the Microdot menu, thus enabling you to "undelete" messages by moving them back to a different folder using the

Message/Move to folder...

menu item.

1.42 Archive

Archive

This menu-item toggles the Archive-flag for all selected messages. Messages that have the Archive-Flag set do not expire and if they have the Delete-Flag set it is ignored. Calling 'Archive' a second time for archived messages un-sets the Archive-flag and causes the messages to be treated normally again, i.e. they are subject to expiry and deletion.

1.43 Edit...

Edit...

Opens a New message window that contains the original text and the original recipient(s) of the message. If the message had already been sent before, Microdot-2 offers you the choice of re-sending the message or cancelling the operation.

Please note that you can only edit messages in the '»SPOOL' folder, i.e. messages written by yourself.

1.44 Fold thread

Fold thread

Proper mail- and newsreaders can keep track of the dependence between mails or newspostings and pass this information on. As Microdot-2 is a proper newsreader it knows which message was sent in reply to which other one and thus is able to organize messages concerning the same topic into 'threads'. Threads appear as list-trees in the folder list window and show the interrelation between the messages.

Any message that has a number of other messages which were posted in reply to it, has a small square next to it, which identifies the

message as a 'root'. Selecting any such root and calling 'fold thread' will hide all messages attached to the white line extending and branching out from the root.

The only message of that thread left visible is the root itself - the square next to it has changed its appearance and before the subject of the root message there now are three numbers which represent (from left to right) the total number of messages in the thread, the number of unread messages, and the number of new messages.

1.45 Private reply...

Private reply...

This menu item opens the
New message window
; the address of the author
of the current message is placed in the "To:" field, the subject line is prefixed with "Re:" (if that is not already the case) and the entire message text is quoted in the text window.

1.46 Private reply...

Private reply to all...

This menu item opens the
New message window
; the address of the author
and of all recipients in the "To:" field of the current message are placed in the "To:" field, the addresses of all "Cc:" recipients of the current message are placed in the "Cc:" line, the subject line is prefixed with "Re:" (if that is not already the case) and the entire message text is quoted in the text window.

1.47 Public followup...

Public followup...

This menu item opens the New message window; the "Group:" field will contain the names of all groups the current message was posted to and the message text is quoted in the text area.

Making a public followup to a private message does not make much sense and thus will leave the "To:" and "Group:" fields empty but still quote the message text in the text area.

1.48 Forward...

Forward...

This menu item allows you to forward any message to another recipient. The entire message including the message headers will be forwarded.

The menu item opens a window that allows you to choose one or more recipients for the message. If you select the "Edit message before forwarding" gadget, a

New message window

will open and allow you to

edit the message before it is sent out. If you activate the "Forward attachments as well" gadget, not only the message text but also any binary attachments the message has will be sent on to the new recipient.

1.49 Add to addressbook...

Add to addressbook...

This menu item adds the email address of the author of the current message to the

addressbook

.

1.50 Print...

Print...

This menu item sends all selected messages as plain ascii-files to the printer. The messages will be printed with all headers lines and attachments will not be printed.

1.51 Download

Download

If you have set Microdot-2 to only download the message headers (see Account

preferences

), calling this menu item will download the bodies

of all selected messages.

1.52 Next

Next

Moves to the next message in the folder list window.

1.53 Next New

Next New

Moves to the next new message in the folder list window.

1.54 Next Unread

Next Unread

Moves to the next unread message in the folder list window.

1.55 Previous

Previous

Moves to the previous message in the folder list window.

1.56 Previous New

Previous New

Moves to the previous new message in the folder list window.

1.57 Previous Unread

Previous Unread

Moves to the previous unread message in folder list window.

1.58 Extract PGP key(s)...

Extract PGP key(s)...

This menu item causes PGP to scan the current message for new keys. Any new keys will be added to your public keyring by PGP and you will be prompted to set the trust parameters for those new keys.

1.59 PGP decrypt

PGP decrypt

This menu item invokes PGP and causes it to decrypt the current message. Depending on the settings you have made either PGP or Microdot will prompt you for your passphrase in order to be able to decrypt the message. Text messages will be displayed right in the message reader window while binary messages will cause a file requester to open, enabling you to select a location in which to save the decrypted file.

1.60 Import/Obtain PGP key

Import/Obtain PGP key

This menu item allows you to select an external file from which to import a PGP key. If you are using PGP5.x you can also specify the user ID a key so PGP can download it from your default keyserver or you can specify a WWW URL to obtain the key from.

1.61 Forget Passphrase

Forget Passphrase

In case you have MD-2 set to remember your passphrase permanently or during the session, this menu item will cause it to be purged from memory.

1.62 General Settings...

General Settings...

This menu item opens the
general settings panel

.

1.63 MIME Settings...

MIME Settings...

This opens the MIMEPrefs program which is used for setting the different viewers and players for all kind of binary attachments. For a complete description of MIMEPrefs please refer to its documentation.

1.64 Accounts...

Accounts...

This menu item opens the
accounts settings panel

.

1.65 Message filters for this account...

Message filters for this account...

This menu item opens the
message filters panel

.

1.66 Signatures for this account...

Signatures for this account...

This menu item opens the
signature panel

.

1.67 Open Address book...

Open Address book...

This menu item opens the address book window. The address book allows you to store and organize the email addresses of all people you are frequently in contact with.

The address book consists of a large area that contains all the email addresses, and an area below which contains two text-gadgets and six button gadgets.

Entries in the large part that have a small arrow in front of it are groups. Groups can contain address entries and further groups.

If the arrow is facing right, this group is folded and the addresses contained in it can not be seen. Double-clicking on the group name or single-clicking on the small arrow will cause the group to be unfolded: all addresses and subgroups will then be listed below the group name and the arrow will be facing down.

Single-clicking on any list entry will activate the text gadgets below the list. If the entry is an address entry, you can enter the persons' real name in the 'Name' field and his/her email-address in the 'Address' field. If the entry is a group, the 'Address' field will be ghosted and you can only enter a group name in the 'Name' field.

You can re-arrange the order of all list entries through simple drag&drop. If you drag&drop an entry over a group, this entry will be moved into the group. Both groups and address entries can be moved into other groups.

You can also move address entries and subgroups from groups back into the main list or into other groups.

The gadget functions:

New group

Creates a new group at the same hierarchy level the currently selected entry is at. Example: If the currently selected entry is located in the main list, a new group is created in the main list. If the currently active entry is located in the group 'XYZ', a new subgroup will be created within group 'XYZ'. The new group will be named 'New Group' and its name can be edited as described above.

New subgroup

This gadget can only be selected if the active entry is a group. It creates a new group within the active group, just as if you had selected an entry within the active group and then clicked on the 'New Group' gadget.

New entry

This gadget creates a new active entry within the current group. If the selected entry is an address entry, the new entry will be created directly below it. If the selected entry is a group, the new entry will be inserted after the last entry in the group. The new entry will default to 'Real Name' for the 'Name' field and to 'user@host.do.main'

for the 'Address' field. It can be edited as described above.

Duplicate

Duplicates the current entry. If the entry is an address entry, you will now have two copies of it. If the entry is a group, a new, empty group of the same name will be created.

Remove

Removes the current entry. If the entry is a group, all its entries and subgroups will be deleted as well.

Sort

Sorts all entries in alphabetical order. Sorting is performed recursively, i.e. all group and subgroup entries will also be sorted in alphabetical order.

1.68 Open Contact Manager

Open Contact Manager

Calls the Contact Manager which is available as a separate product from vaporware.

1.69 Use Contact Manager

Use Contact Manager

If this menu item is checkmarked, Microdot-2 will use the Contact Manager instead of the built-in address book for all operations regarding the addition and selection of email addresses.

1.70 Single Window?

Single Window?

If this menu item has a checkmark next to it, Microdot-2 will only have one window open at any point in time. When selecting a folder in the main window, its contents will be replaced with that of the folder, and when selecting a message to be displayed, the message text will replace the message overview.

Additional windows such as the settings panels are not affected by this setting.

1.71 Single folder list window only?

Single folder list window only?

If this menu item has a checkmark next to it, only one window will be used to display folder contents. When double-clicking on a different folder in the main window, its contents will replace those of the previously active folder.

1.72 Single message window only?

Single message window only?

If this menu item has a checkmark next to it, every message you read will be displayed in the same window. Calling 'read' for a different message will replace the contents of the reader window with those of the new message.

1.73 Reader-submenu

Reader-submenu

This submenu contains the following items, all of which can be (de)activated using checkmarks.

Show all headers

Show significant headers

Show no headers

Use fixed font

Use proportional font

Word Wrap

1.74 Show all headers

Show all headers

If this menu item has a checkmark next to it, all header lines

contained in the current message will be displayed in the message reader window. Header lines are always displayed in a distinct color.

1.75 Show significant headers

Show significant headers

If this menu item has a checkmark next to it, only important headers will be displayed in the message reader window. Important headers include "Received:", "Sender:", "X-Mailer:", and the like.

1.76 Show no headers

Show no headers

If this menu item has a checkmark next to it, no headers will be displayed in the message reader window.

1.77 Use fixed font

Use fixed font

If this menu item has a checkmark next to it, Microdot-2 will use the fixed font specified in the "Colors" section, "Message reader" tab of the

General

settings panel

to display the messages in the reader window.

Using a fixed font for the reader window is highly recommended.

1.78 Use proportional font

Use proportional font

If this menu item has a checkmark next to it, Microdot-2 will use the proportional font specified in the "Colors" section, "Message reader" tab of the

General

settings panel
to display the messages in the
reader window.

Using a proportional font is not recommended as it can mess up the
appearance of ascii-artwork, signatures and tables.

1.79 Word Wrap

Word Wrap

If this menu item has a checkmark next to it, Microdot-2 will
automatically break lines that exceed the width of the message reader
window.

This feature is actually only a workaround to make messages more
readable which were posted by people who don't know or care about the
netiquette.

1.80 MUI...

MUI...

This menu items opens the MUI preferences for Microdot-2. For a
complete description of the MUI preferences please refer to the MUI
documentation.

1.81 Windows

Windows

This section contains a complete list and description of all windows
encountered in Microdot-2. Please note that the
preferences
-windows
have a separate section dedicated to them.

Group overview window

Folder list window

Message reader window

New Message window

Each window has a button bar at the bottom. In the default configuration every button states clearly in text and through an icon what it does. Every of the default button functions simply duplicates functions available in the menu or elsewhere in the program. For this reason, the button bars are not described in this documentation.

As soon as you customize the button bars yourself, this documentation would not reflect the true button functions anyways.

1.82 Group overview window

Group overview window

This is the main window of Microdot-2. It lists all of your mail folders and newsgroups and also gives some basic information about them.

The cycle gadget in the top right corner of the window enables you to switch between the different accounts, if you have set up more than one.

The different columns of the window contain (from left to right):

- the name of the folder or group
- the total number of messages in the folder or group
- the number of new messages in the folder or group
- the number of unread messages in the folder or group
- the datestamp of the most recent message contained in the folder/group
- the Subscribe-Flag - this is only available for newsgroups: an 'S' signifies that the group is subscribed and Microdot-2 searches for new messages in this group when calling Check for new news. an '.' signifies that the group is currently not subscribed to.
- a short description of what the group or folder is about

Double clicking on a group or folder opens it, a single mouse click moves the marker bar.

You can select multiple groups and folders by dragging the mouse or by shift-clicking on several entries in the list.

1.83 Folder list window

Folder list window

This window lists all messages contained in the folder.

The columns show (from left to right):

- the message subject

- the message flags, visualized by small icons:

'Archived' - signified by a letter with a small lock next to it

'Deleted' - signified by a small trashcan

'New' - signified by a letter with an exclamation mark to the left
and an arrow in the top right corner

'Unread' - signified by a single letter

'Sent' - a piece of paper in front of a letter

'Posted' - like 'Sent', but with a window in the back

'Replied to' - signified by a letter with a small 'R' in the top right corner ←

'Forwarded' - signified by a letter with a small 'F' in the top right
corner and an arrow at right side, which points away from
the letter.

- the message precedence (important), visualized using small caret
symbols:

• two small blue carets pointing downward signify 'Very Low' precedence

• one small blue caret pointing downward signifies 'Low' precedence

• an empty field signifies 'Normal' precedence

• one small pink caret pointing upward signifies 'High' precedence

• two small pink carets pointing upward signify 'Very High' precedence

- the date the message was received at

- the sender of the message or, in case of the »SPOOL folder, the
recipient of the message.

Sorting of messages

As you can easily see, the column headers are gadgets, one of which
always has a small arrow displayed next to its title.

These gadgets are used to determine the way the messages are sorted.

Clicking on any one of the column headers will cause the messages to be sorted according to the entries in that column in descending order (visualized by an arrow pointing down). Clicking a second time on the header will sort in ascending order instead.

The arrow in the 'Subject' header can also be made to face right (this is also the default) - this will cause the messages to be organized into their relevant threads. The threads themselves are sorted in descending order by the date of their root messages.

1.84 Message reader window

Message reader window

When calling

Message/Read...

for any message, the message reader window opens and displays the message. The top area of the window consists of one fairly large area that lists the address the message originated from, the first recipient of the message, the message subject, the date and time the message was sent, the date and time the message arrived on your machine, the time this message took to reach you, and a row of LEDs that reflect the status of the different message flags.

The small list to the right of that area lists all parts of the message and allows you to view or save them separately. In the case of single-part messages, the difference between 'whole message' and 'part1' is, that 'whole message' includes all the message headers, while 'part1' only respects the actual message body.

The large area that takes most of the window lists the actual message and possibly some or all of the message headers, depending on the settings made in the

Settings/Reader
submenu.

You can mark text in the reader window by clicking and holding down the left mouse button. When you release the button, the marked text will be copied into the system clipboard.

If Microdot-2 finds a string in the message that resembles a network URL, it will add a thin dotted line below it. Clicking on it will send the URL to the Voyager WWW browser if it is installed and running.

If you are not using Voyager but a different browser that supports ARexx passing of URLs, the URL will be sent to that browser if it is running.

If the message has any binary attachments, their filenames will be displayed at the end of the message. The filenames each have two

gadgets below them which allow you to save or view the attachment.

1.85 New Message window

New Message window

This window opens every time you write a new message, reply or followup to a message, edit a message, or forward a message with editing.

This window is broken down in three parts, each of which is accessed to one of the 'tabs' at the top of the window.

Text

Attachments

Special

Send/Queue:

This gadget will be labelled differently depending on whether or not you are currently connected to the internet.

In "Send" mode your message will be relayed to the server you have configured for outgoing mail and will most likely reach its destination in a matter of minutes, if not seconds.

In "Queue" mode this gadget is causes the message to be put into the »SPOOL-folder, ready to be sent out the next time you connect to the internet. When you call the menu item "Microdot/Send queued messages" your message will actually be relayed to your outgoing mail server.

If you attached binary files to the message, these will now be MIME-encoded and saved internally by Microdot. This can take a fair amount of time, especially on slower machines and with large files.

Store

This gadget causes the message to be stored in the »SPOOL folder, it will, however, NOT be sent - neither now, nor later.

You can edit and resend the message at a later point in time, though.

Text

To:

You can enter the recipient(s) for the message into the text-gadget next to the 'To:'-gadget or click on the 'To:'-gadget and select a recipient from the address book. Multiple recipients must be separated by commas - this will be done automatically if you select them from the addressbook.

This gadget may already have a content, e.g. if you write your message from within a certain group or you reply to or forward a message.

Cc:

The message will also be sent to all people listed in this field, and addresses can be selected the same way as for the 'To:' line. There is no real difference between 'To:' and 'Cc:', only a formal one. As a general rule, you should use 'To:' for all those people who are supposed to reply to the message while 'Cc:' should be used for all those recipients you simply want to notify that the message has been sent to the people in the 'To:' field.

Group:

In this gadget you can enter the newsgroup(s) into which you want to post the message. You can either enter the group name(s) in to the text gadget or click on the 'Group:'-gadget to select a group from a list of all the groups that you have in your main Microdot-2 window. You can send a message to a group and a person at the same time by entering the appropriate addresses/names into both the 'To:' and the 'Group:' text-gadget.

This gadget may already have a content, e.g. if you write your message from within a certain group or followup to a message.

Subject:

Choose a subject that gives people a good idea what your message is about. Especially when large threads evolve the subject will very often not reflect the actual discussion topic - in that case don't hesitate to change the subject to something more appropriate, the message threading won't be affected by this. When replying to messages, the subject line will have a Re: at the beginning. 'Re:' stands for 'Reply'.

If you do not specify a subject for the message, Microdot-2 will warn you about this when clicking on the 'Send'-button. You are then given the choice to go back and enter a subject or to send the message regardless.

Message area:

In this large area you can enter the message text.

External editor:

Clicking on this gadget opens an external editor which you can use to edit/create your message. Setting which external editor to call is done in the MUI preferences in the "Textinput" section.

Insert text file:

This gadget opens an ASL file-requester that allows you to select a text file which will be inserted at the cursor position.

Attach file:

Current standards allow you to 'attach' one or several files to an email. The gadget opens a file-requester which allows you to choose the file to send. This file will then be MIME-encoded and sent out as part of the message. After confirming the file-requester, the window will change to show the

attachments
-area.

Sig:

This cycle-gadget allows you to select the signature to attach to the current message. Microdot-2 allows you to store four different signatures and you can choose to use no signature as well (e.g. when sending mail to mailinglist-processors).

Face:

This checkbox allows you to decide whether or not the X-Face picture you have configured in the

account preferences
should be sent as part
of the message.

Percentage bar:

This status bar tells you how much of the current message was newly written by you. The remainder of the message is made up of 'old' lines, i.e. those that you have quoted. If there is too little new text in the message, Microdot-2 will issue a warning once you click on the 'Send' button. As it is considered bad style to quote too much, you might want to go back and see if you can make do with less quoted text. You can, however, also force Microdot-2 to send the message.

Attachments

List

The large list that takes most of the window shows all binary files that are attached to the message. Clicking on a list entry will make it active and highlight it with a colored bar.

Attach file:

Current standards allow you to 'attach' one or several files to an email. The gadget opens a file-requester which allows you to choose the file to send. This file will then be MIME-encoded and sent out as part

of the message. After confirming the file-requester, the file will immediately added to the list.

MIME-Type:

This gadget allows you to select the mime type for the selected list entry. Microdot-2 will auto-detect the required MIME-type, so you should only change it if you know what you are doing.

Remove:

Removes the selected entry from the list of files to be attached.

View:

Views/displays the selected entry.

PGP&Specials

Bcc:

This allows to select a recipient in the same fashion that 'To:' and 'Cc:' do, but other recipients of the message (if there are any) will not be able to see in the message header, that the person(s) entered in 'Bcc:' also received a copy of the message. Neither will one person who received a 'Bcc:' copy of a message know about any other recipients who also might have received a 'Bcc:' copy.

'Not knowing' means in this context that the relevant information can not be found in the headers of the messages those people receive. It does of course not keep people from finding out by other means, e.g. meeting personally or publicly talking about it.

F-Up:

This is short for 'Follow-up to:'. If a newsgroup discussion has evolved in a way that makes it out of place for the newsgroup(s) it takes place in, you can set an appropriate newsgroup in the 'F-Up:' field and all followups to your message will be directed to that group. Entering a group is done in exact the same fashion as it is done for 'Group:' in the Text area.

The notable difference is the 'poster' gadget to the right of the 'F-Up:' text-gadget. If you set 'F-Up:' to 'poster', all followups (not only personal replies) will be sent to your email-address per default.

Custom header lines:

This area allows you to add/remove custom header lines to/from the

message. If you add custom header lines you should know what you are doing, thus no further explanation will be provided here.

PGP

This cycle gadget allows you to select which PGP operations should be performed on the message. You can decide to not encrypt a message at all, sign it, crypt it, sign&crypt it, or to clearsign it. If you don't know what all this is about you better read the PGP docs.

Request Receipt?

If this gadget is checked, Microdot-2 will request a confirmation from the receiving party that the message arrived. Not all servers and programs support this, though, so if you do not get any confirmation this does not necessarily mean that your message did not arrive.

Copy self?

If this gadget is checked, a copy of every message you write will be placed in your private folder(s) according to the current filter rules. If this gadget is unchecked all new messages are only placed in the »SPOOL folder.

Priority:

This cycle-gadget sets the priority (importance) of the message. It can be used to immediately bring very important messages to the recipient's attention or to mark messages as less important.

Not all mail programs support message precedence, so the recipient might not notice how urgent the message is. On the other hand, even if the recipients mail program does support precedence, you should not abuse this feature to always make him read your messages first.

For 99% of all cases it is a good idea to leave this set to 'Normal'.

1.86 Microdot-2 preferences

Microdot-2 preferences

This section describes all preferences-windows of Microdot-2.

General settings

Accounts settings

Message filters

Signatures

1.87 General settings

General settings

This settings panel contains all preferences that are not user-specific, such as your timezone, the button-bar, etc.

This panel is broken down into several sections which can be accessed via the listview on the left side of the window.

Misc

In this section you set your timezone and the data directory

Time zone: Use this slider to select your timezone, expressed as the difference between your local time and Greenwich Mean Time (GMT). US east coast resident would enter '-6' here, continental Europeans '1'.

Daylight saving time: If your country has a period of daylight saving time you must activate this checkmark and specify during which part of the year daylight saving time is in effect.

Data directory: Enter a directory for MD-2 to store its data or select one from the file requester you can open by clicking on the right-hand button.

Colors

This section allows you to control the colors of the various elements of MD-2.

The 'Colorpads' at the bottom of the window are drag&drop-capable storage pads which you can use to copy colors around.

Group list

Controls the colors of the group list in the main window.

Background · normal: Sets the background color of the group list.

active: Sets the color of the currently active group in the group list. ←

marked: Sets the color used for marked groups in the group list.

m&a : Sets the color used for the currently active group if it ← is also marked.

Text · normal: Sets the color uses for the group names

· group with new message : Sets the color used for all groups which ← contain new messages

Tree : Sets the color used for the lines that visualize the structure of the ↔ group tree.

Font : Here you can choose the font to be used for the group list entries.

Message list

Controls the colors of the message list in the group windows.

Background, Tree and Font: these work exactly as those in the Group list section.

Text

Controls the color used for the message entries in the list

Normal: sets the color for all messages which are neither new nor written by yourself.

new message: sets the color to use for all messages which have just been downloaded.

own message: sets the color to use for all messages which were written by yourself.

Message reader

Controls the colors used for the text in the message reader window.

Background : sets the color to use as the background of the reader window

Text : sets the color to use for normal text

Quotes: Sets the color to use for each level of quoting - the leftmost color is used for the first level, the second leftmost for the second level etc.

Prop Font: Select a proportional font to use in the reader window.

Fixed Font: Select a fixed width font to use in the reader window.

Headers

This section controls which headers are shown by MD-2. You should not touch these. If you know what you are doing you will also know how this section operates.

Buttons

The Group list, the Message list and the Message reader window each have a button bar at their bottom which can be freely customized by the user.

Customizing buttons works the same for each of those windows thus the

process will only be described once.

Click on a button to start editing it.

In the first line you can enter the name and path for an image file to be used as the button image.

The second line holds the button name. To the right of the name you can also specify a hotkey for the button action if you so desire.

The third line is most important as it holds the actual action to be executed when the button is pressed. Every action must be an ARexx-command or script. Use the PopUp-Button to open a list of all available ARexx-commands of MD-2 or refer to the ARexx documentation in this guide.

At the bottom of the window you can choose a font to be used for the button text and whether the buttons will be displayed as images only, as text only or with both text and images.

PGP

In this area you can select which command/parameter combinations should be used to perform the various PGP operations. The two buttons at the bottom allow you to reset the commands to the appropriate defaults for PGP 2.x or PGP 5.x

Again, you need to know a bit about PGP if you want to make some adjustments, and a full (or even partial) PGP documentation is beyond the scope of this manual.

There are a number of placeholders you can use in this section of the preferences:

%p
--

Is replaced with the PGP passphrase. The passphrase is obtained from a requester that MD-2 itself opens. Apart from specifying the passphrase this requester also allows you to choose whether the phrase is remembered during your current MD-2 session, saved to disk (do NOT do that unless you are sure it is safe to do so), or not remembered at all.

%f
--

Is replaced with the input filename. You only need to place this where PGP expects an input filename, the rest is handled by MD-2.

%o
--

Is replaced with the output filename. You only need to place this where PGP expects an output filename, the rest is handled by MD-2.

%r

--

Is replaced with the list of recipients.

%R

--

Is replaced with the list of recipients, but also causes the "-r" option of PGP to be used.

%u

--

Is replaced with your own user ID as set in the Account Preferences.

1.88 Accounts settings

Accounts settings

This panel allows you to create and delete mail/news accounts as well as to edit their settings.

On the left you will find a list of all currently available accounts, and below the list there are buttons for creating a new account and deleting an existing account.

The checkmark gadget only has effect for users of Genesis/AmiTCP (from version 4.0 up) and causes the account of the current user to be active as soon as MD-2 is started.

On the right there are two tabs which switch between the two settings pages for the account currently selected in the list on the left.

Identity

This section only holds some information about the account owner.

Accountname: Here you can enter the name you wish to use for the account.

Your real name: Here you have to enter your real name.

Your organization's name: If you are a member of a company or organization you can enter its name here. For a private email account simply leave this field blank.

PGP UserID to use: Allows you to specify a userID that will be used for all PGP operations that require it. If this field is left blank your email address will be used to determined the PGP UserID.

Your face: You can choose a 48x48 pixel black&white image which will be loaded via datatypes and can be sent as part of your mail. This could be a small picture of yourself, a company logo, etc.

Network

This area is again broken down into two areas, "Mail" and "News" and has one central cycle gadget that allows you to select the type of connection you are using. Currently the only connection type that is available is "Internet", so you should leave this gadget alone for the moment.

In the "Mail" area you can make the following settings:

POP3 (mail) account: Here you must enter your POP3 username as provided to you by your ISP.

password: Here you must enter your POP3 password as provided to you by your ISP.

POP3 server address: Here you must enter the name of your POP3 server as provided to you by your ISP.

Delete mail on server?: If this gadget is checked all mails will be deleted off the POP3 server once MD-2 has successfully downloaded them. Most ISPs limit the space you may use on their servers, so you should set this to "on".

Authentication method: Use this cycle gadget to set which authentication method your POP3 server uses. Ideally this information should have been provided by your ISP. If that is not the case, try "User/Pass" first as it is most frequently used.

(E)SMTP (relay) server: Here you must enter the name of the server for outgoing mail as provided to you by your ISP. This address is often identical to that of your POP3 server.

Your real email address: Here you must enter a valid email address that belongs to you.

In the "News" area, the following settings are available:

NNTP (news) server: Here you must enter the name of your NNTP server, as provided by your ISP.

Use NNTP-Auth?: Your ISP should have told you whether or not the NNTP-server is password-protected. In case it is, activate the gadget and enter the appropriate information in the User/Pass gadgets.

When fetching articles: These two radio buttons allow you to either download full messages from the newsgroups or to only download the headers. Only downloading the headers is much faster but also means that you must stay online while reading the messages while downloading the entire messages (headers and bodies) takes longer but allows you to disconnect from the internet and read the messages offline once MD-2 has finished downloading them.

1.89 Message filters

Message filters

Microdot-2 offers a great number of sophisticated functions for sorting and filtering your mail into different folders.

All filter settings are made in this window and only apply to the current account, so you can have a set of different filtering rules for each account.

The list in the left part of the window contains all filters currently set up for this account. This list will be empty if you open the window for the first time.

At the bottom of the list there are gadgets for adding, deleting, and copying the filters as well as for moving the active filter (marked with a colored bar) up and down in the list.

The right part contains all parameters for the active filter:

The text-gadget at the very top simply controls the name that is used for the filter. The cycle-gadget right next to is used to decide whether the particular filter will filter only email, only news articles, or both. Finally, the cycle-gadget to the very right determines whether any or all of the filtering conditions (see below) have to be met in order for the message to be filtered.

Filtering conditions

The middle of the right part of the window contains a list of all conditions that are checked by the filter.

The gadgets for adding, copying, and removing conditions are self-explanatory.

The gadget below the condition list controls what is to be checked, it offers several headers typically used for filtering, the line '««Any Header»»', and the line '««Size»»'. You also have the choice of manually entering a header into the gadget, in case you need to filter by a certain header not provided for in the list.

Except for

««Size»»

, all other conditions are handled in the same way:

During the filtering, the header is processed according to the settings made in the cycle-gadget and text-gadget to the right of the header-selection gadget.

The cycle-gadget can take the following values:

contains

The condition is met if the content of the text-gadget is a substring of the header content.

begins with

The condition is met if the header content begins with the content of the text-gadget

is

The condition is met if the header content is identical to the content of the string-gadget.

matches

The condition is met if the header content matches the standard AmigaOS-pattern which is entered in the text-gadget. (Please refer to the AmigaDOS manual for a complete description of AmigaOS pattern matching).

does not contain

The condition is met if the content of the text-gadget is not a substring of the header content.

does not begin with

The condition is met if the header content does not begin with the content of the text-gadget

is not

The condition is met if the header content is not identical to the content of the string-gadget.

does not match

The condition is met if the header content does not match the standard AmigaOS-pattern which is entered in the text-gadget. (Please refer to the AmigaDOS manual for a complete description of AmigaOS pattern matching).

««Size»»

If you choose to filter by message size, the cycle gadget is changed so it toggles between 'larger than' and 'smaller than'. The textgadget then specifies the message size (in KB) to be checked against.

The condition is met if the message size is larger/smaller than the specified size.

Filter actions

This section controls what is done with a message that fulfills the filtering conditions. Up to three different actions can be triggered.

The first three lines all offer the same options, so everything is only described once.

The first cycle-gadget controls what is done with the message:

Do nothing

The message is not affected at all. If 'Do nothing' is selected in all three lines, the effect is the same as if the filter did not exist.

Move to:

A second cycle-gadget appears and allows you to select one of your private mail folders. The message is then move into that folder and removed from the »PRIV folder.

Copy to:

A second cycle-gadget appears and allows you to select one of your private mail folders. The message is then copied into that folder but also remains in the »PRIV folder.

Forward:

A text-gadget and a 'To:' button appear next to the action cycle-gadget. This allows you to enter or select an address to which the message will be automatically forwarded.

Execute:

A text-gadget and a button for opening a file-requester appear next to the action cycle-gadget. You can either manually enter or select from the file-requester a program which will be started. The current message is then passed on to that program.

Delete

The message is deleted.

Set priority:

A second cycle-gadget appears which allows you to select a new priority that will be assigned to the message.

The very last cycle-gadget controls the behaviour of Microdot-2 after the filter has been processed. You can choose to stop processing any other filters in which case Microdot-2 will filter the next message (if there is one), or you can tell Microdot-2 to process the message using the next filter in the list (filters are processed top to bottom).

In case you order Microdot-2 to process further filters it will do so until it hits the end of the filter list or the message is 'caught' by a filter that stops processing after it.

1.90 Signatures

Signatures

Microdot-2 allows you to define up to four different signatures and headers to use with your messages.

A signature consists of up to four lines of 80 characters which are attached to the end of every mail a person sends. It can include information on you, such as alternative email-addresses, a WWW

homepage, your computer setup, and the like. You could also choose a witty remark and there even is a C program that fits into the space provided for signatures.

A header is a line of text that introduces your message and is applied whenever you reply or followup to a message.

The signature preferences are made up of four virtually identical lines of gadgets, one line for each signature, and one large text-area.

The meaning of the gadgets from left to right:

The text-gadget controls the name of the signature. This name will appear in the signature cycle-gadget of the
new message window

If the 'Signature' gadget is selected, you can enter a signature into the larger text areas, for suggestions on what to put into a signature see the beginning of this section. A note for the experienced user: you do not need to manually enter the '--' string that denotes the beginning of a signature. The signature designator is automatically added by Microdot-2.

If the 'Followup header' gadget is selected, you can enter some text in the large text area that is printed at the beginning of each message you post as a followup to another message.

If the 'Reply header' gadget is selected, you can enter some text in the large text area that is printed at the beginning of each message that you reply to using private email.

You should limit yourself to one line for followup/reply-headers.

You can use certain placeholder characters in your followup/reply headers, these characters will be replaced with certain information when you actually followup/reply to a message:

%f is replaced with the email address of the author of the message you are following up/replying to.

%r is replaced with the real name of the author of the message you are following up/replying to.

%d is replaced with the date at which the message you are following up/replying to was originally created

%g is replaced with the name of the group into which the message you are following up/replying to was originally posted

%d is replaced with the subject of the message you are following up/replying to.

%d is replaced with the message-ID of the message you are following up/replying to.

1.91 ARexx-Port documentation

ARexx-Port documentation

This section contains a complete list of all ARexx commands of Microdot-2. A full description for each command is provided as well.

AddToAddressBook

ArchiveSelectedMsgs

CheckMailNews

DownloadSelectedMsgs

EditGroup

ExtractSelectedMsgs

FoldSelectedMsgs

FollowupSelectedMsgs

ForwardSelectedMsgs

GotoMsg

MailImport

MoveSelectedMsgs

NewMsgWindow

OpenGroup

OpenGroupmanager

OpenPrefswin

PrintSelectedMsgs

ReadSelectedMsgs

RemoveGroup

RemoveSelectedMsgs

ReplySelectedMsgs

SelectAll

SubscribeGroup

UnselectAll

UnsubscribeGroup

1.92 AddToAddressBook

AddToAddressBook

Snyopsis

Adds the sender of the currently selected message(s) to the addressbook.

Parameters Template

none

1.93 ArchiveSelectedMsgs

ArchiveSelectedMsgs

Snyopsis

Sets the archive flag of the currently selected message(s).

Parameters Template

none

1.94 CheckMailNews

CheckMailNews

Synopsis

Causes MicroDot-2 to check for or send out mail and news articles.

Parameters Template

MAIL/S, NEWS/S, SEND/S

Parameters

MAIL

Causes Microdot-2 to connect to your mail server and retrieve any mails waiting for you.

NEWS

Causes Microdot-2 to connect to your news server and retrieve all new news articles from the groups you are subscribed to.

SEND

Causes Microdot-2 to send out all messages contained in the
»SPOOL folder.

1.95 DownloadSelectedMsgs

DownloadSelectedMsgs

Synopsis

Has the same effect as calling
Message/Download
from the menu.

Parameters Template

none

1.96 EditGroup

EditGroup

Synopsis

Has the same effect as calling
Groups/Edit group(s) parameters...
from the menu.

Parameters Template

none

1.97 ExtractSelectedMsgs

ExtractSelectedMsgs

Synopsis

Parameters Template

FILE, PART=PARTS/K, APPEND/S, NOREQ/S

1.98 FoldSelectedMsgs

FoldSelectedMsgs

Synopsis

Has the same effect as calling

Message/Fold thread
from the menu.

Parameters Template
none

1.99 FollowupSelectedMsgs

FollowupSelectedMsgs

Synopsis
Has the same effect as calling
Message/Public followup...
from the menu.

Parameters Template
none

1.100 ForwardSelectedMsgs

ForwardSelectedMsgs

Synopsis
Has the same effect as calling
Message/Forward...
from the menu.

Parameters Template
none

1.101 GotoMsg

GotoMsg

Synopsis

Parameters Template
NEXT/S, PREV/S, NEXTNEW/S, PREVNEW/S, NEXTUNREAD/S, PREVUNREAD/S

1.102 MailImport

MailImport

Synopsis

Parameters Template
FILE/A, GROUP/K

1.103 MoveSelectedMsgs

MoveSelectedMsgs

Synopsis

Has the same effect as calling
Message/Move to folder...
from the menu.

Parameters Template
none

1.104 NewMsgWindow

NewMsgWindow

Synopsis

Has the same effect as calling
Message/Write new...
from the menu.

Parameters Template
none

1.105 OpenGroup

OpenGroup

Synopsis

Has the same effect as calling
Groups/Open group(s)...
from the menu.

Parameters Template
none

1.106 OpenGroupmanager

OpenGroupmanager

Synopsis

Opens the
group manager
window.

Parameters Template

none

1.107 OpenPrefsWin

OpenPrefsWin

Synopsis

Parameters Template

none

1.108 PrintSelectedMsgs

PrintSelectedMsgs

Synopsis

Has the same effect as calling
Message/Print...
from the menu.

Parameters Template

none

1.109 ReadSelectedMsgs

ReadSelectedMsgs

Synopsis

Reads the selected message(s), just like calling the corresponding menu
item:

Message/Read...

Parameters Template

none

1.110 RemoveGroup

RemoveGroup

Synopsis

Has the same effect as calling
Groups/Remove group(s)...
from the menu.

Parameters Template

none

1.111 RemoveSelectedMsgs

RemoveSelectedMsgs

Synopsis

Sets the delete flag for the selected message(s), just like calling the
corresponding menu item:

Message/Delete
Parameters Template

none

1.112 ReplySelectedMsgs

ReplySelectedMsgs

Synopsis

Replies to the selected message(s), just like calling the corresponding
menu item:

Message/Private reply...
Parameters Template

none

1.113 SelectAll

SelectAll

Synopsis

Selects all entries of the currently active window.

Parameters Template

none

1.114 SubscribeGroup

SubscribeGroup

Synopsis

Subscribes to the currently selected group(s), just like the corresponding menu item:

Groups/Subscribe to group(s)

Parameters Template

none

1.115 UnselectAll

UnselectAll

Synopsis

Unselects all entries of the currently active window.

Parameters Template

none

1.116 UnsubscribeGroup

UnsubscribeGroup

Synopsis

Unsubscribes from the currently selected group(s), just like the corresponding menu item:

Groups/Unsubscribe from group(s)

Parameters Template

none

1.117 FAQ

Frequently asked questions

This is a list of frequently asked questions about Microdot-2.

This should be the first place to check if any portion of this documentation is unclear or you are otherwise stuck in the program.

Please read this FAQ carefully and try to avoid asking questions on the support mailing list if they are covered in the FAQ .

1.118 Microdot-2 support

How to get support & updates

Microdot-2 support mailing list

To subscribe to the
mailing list
, send an email to:

<md-2-request@vapor.com>

with the text "ADD" in the body.

It is highly recommended that you subscribe to this list - not only will you have a place to turn to if you need help, but you also will most likely be able to learn a few useful tips&tricks that make using Microdot-2 even more enjoyable. Any questions that can not be answered by taking a look at this documentation or reading the FAQ should be directed to the mailing list. Most of the time some other user will have had the same question and thus be able to help you out, and if that is not the case the author of Microdot-2 or this documentation will. Please be so kind as to return the favor if any question ever comes up that you know the answer to.

The Microdot-2 FTP site

The latest version and possible patches and support files can always be found at:

ftp.vapor.com in the /pub/md-2/ directory

The Vaporware WWW site

For current news on all vapor products and also the latest version of Microdot-2 visit the Vapor WWW site at:

<http://www.vapor.com/>

Installer Problems

If you have any problems with the included install script, please repeat the installation process, choose to create a log file and send the log file along with a description of the problem to Rober Reiswig <rob@vapor.com>.

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