## <u>PageMaster</u>

Note: The graphic depiction of dialog boxes contained in this help file contain Hot Spots for all controls and buttons. For help on a specific control, just click the mouse pointer on the control itself.

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# Product Support Services

FULL PRODUCT SUPPORT IS ONLY PROVIDED FOR REGISTERED USERS. UNREGISTERED USERS CAN ONLY OBTAIN PRODUCT SUPPORT FOR PROBLEMS ENCOUNTERED DURING THE EVALUATION PERIOD.

#### **Telephone Services**

Omnitrend offers the following options for product support via telephone:

Voice SupportOmnitrend Support Engineers may be reached weekdays from 9am to 5pm eastern time at (860) 678-7679.

Fax SupportYou may fax technical questions to (860) 678-7679, our normal technical support<br/>phone number. An automated switching device will route your fax to our support<br/>department fax machine.

#### **Electronic Services**

Omnitrend offers direct contact with Support Engineers on the following electronic services:

- Internet Omnitrend product support may be reached by electronic mail from the Internet system at support@omnitrend.com. You may also access our WEB page at http://www.omnitrend.com.
- **CompuServe** Omnitrend product support may be reached by electronic mail on CompuServe at the address INTERNET:support@omnitrend.com. Omnitrend also operates a section on the Wireless Communications Forum that my be accessed with the keyword GO PAGEMASTER.
- **GEnie** Omnitrend product support may be reached by electronic mail on GEnie by sending Internet mail to support@omnitrend.com
- America OnLine Omnitrend product support may be reached by electronic mail on America OnLine at the address support@omnitrend.com.
- **Omnitrend BBS** Omnitrend operates its own BBS system at (860) 676-1713. The BBS maintains a current library of evaluation and shareware versions of all Omnitrend products.

## What is PageMaster?

PageMaster is designed to solve all your present and future paging needs.

#### **Basic Paging**

At it simplest level, PageMaster allows you to send pages to both numeric and alphanumeric pagers right from your computer. You enter a list of pagers, and then may selectively page single, multiple, or pre-defined groups at a time.

However, PageMaster provides much more...

#### **Email Messages**

If you use your computer to send and receive Email, PageMaster can monitor you Email inbox for new messages. Email messages can selectively be routed to your pager based on filters. These filters allow you to select which of your messages should be sent to your pager by defining keywords to search for in the From, To, Subject, and Body fields of a message.

PageMaster supports any MAPI-Compliant or VIM-Compliant Email system, including Microsoft Mail, Lotus cc:Mail, Lotus Notes, and Novell GroupWise.

#### **Microsoft Schedule+ Reminders**

PageMaster may also be configured to monitor for Microsoft Schedule+ (7.0 and higher) reminder alarms, and will issue the reminders to your pager.

When entering appointments in Schedule+, you may set on-screen reminders for a specified time before the appointment. PageMaster will intercept these reminders and send them to your pager.

#### **Call Monitoring**

PageMaster can also monitor a telephone line for a specified number of rings. When the number of rings has been received, PageMaster will (after a preset delay), send a page to a specific pager indicating that a phone call has gone unanswered. This is useful if you wish to know if you have received messages on your answering machine or voice mail system. Usually, the number of rings is set to the number required to activate the answering machine or voice mail. Thus, when PageMaster sends you a Call Monitor page, you will know that a caller has left a message (or at the very least, had the opportunity).

If you subscribe to Caller ID on your phone line, and your modem supports Caller ID, PageMaster can also send the Caller ID information. Not only will you know that a call was received, you will also know who called. Refer to the <u>Caller ID Support</u> section of this help file for more information.

#### **Automatic Monitoring**

Call monitoring, Email, and Schedule+ pages are only sent when the Windows screen saver is active. This automatic tie-in to the Windows screen saver allows you to leave PageMaster running all the time. When you leave your computer and the screen saver activates, PageMaster will begin monitoring automatically. When you return and begin using your computer, the screen saver disappears and PageMaster stops monitoring. After all, there is no need to receive a Call Monitor, Email, or Schedule+ page while you are sitting at your computer. However, for situations that require such, PageMaster allows you to turn monitoring on and off manually... without the screen saver.

#### **Auto-Dialer for Voice Calls**

As a side benefit, PageMaster provides two additional user-configurable voice phone number fields that can be auto-dialed at your request. Upon dialing, PageMaster will prompt you to pick up the phone so that you can begin a normal voice conversation. In this way, PageMaster acts as an auto-dialer much the same way as the programmable auto-dialer buttons on a phone.

#### **Caller ID Pop-Up**

Each time you receive a telephone call while you are at your PC, PageMaster can pop-up a small window containing the Caller ID information. This allows you to see who is calling. This window is displayed for 15 seconds, then automatically disappears. It does not interfere with your work.

Refer to the <u>Caller ID Support</u> section of this help file for more information.

#### **DDE Support**

PageMaster can be directed to send pages through Windows DDE commands. Windows DDE allows Windows programs to communicate with one another. With DDE, other programs (such as Visual Basic or Microsoft Access) can send data out to pagers.

Refer to the <u>Windows DDE (Dynamic Data Exchange) Support</u> section of this help file for more information.

#### **Pre-Defined Messages**

PageMaster allows you to type in frequently used messages and save them under keywords. These messages may then be used without the need for retyping each time the message needs to be sent.

#### **Scheduled Paging**

PageMaster allows messages to be scheduled for delivery at a future date and time. These scheduled pages may also be set to automatically regenerate at a daily, weekly, monthly, or yearly basis. You could, for example, define a page to be sent every Friday at 1:45 to remind you of a weekly 2:00 meeting.

#### **Modem Requirements**

PageMaster requires at least one Hayes-compatible 2400 baud or faster modem for operation. Two modems are supported for installations where one modem is used to monitor the phone line for rings (Call Monitoring) and for dialing voice numbers, and the other modem is used for sending pages.

Although two modems are not required, this prevents outgoing pages from tying-up your normal voice line. If only one modem is available, PageMaster can use the single modem for paging, dialing voice calls, and Call Monitoring.

## **Pager Configuration**

The Pager Configuration dialog box allows you to configure both numeric and alphanumeric pagers.

Pager Configuration	<u>×</u>
Carbone, Thomas R. Cichowicz, Thomas A.	Add
Johnson, Robert C.	<u>E</u> dit
Test Pager Urso, Joseph A.	<u>R</u> emove
	<u>▼</u> <u>I</u> est
<u>D</u> K <u>C</u> ancel	<u>H</u> elp

The Configured Pagers list displays pagers already entered. Using the Add, Edit, and Remove buttons you may add new pagers, edit the currently selected pager(s), or remove the currently selected pager(s) respectively.

The Test button will issue a test page to the currently selected pager. A test page will send Test Message to alphanumeric pagers, and 1234567 on numeric pagers.

More than one pager may be selected in the list at the same time. This allows you to remove or edit multiple pagers. When editing multiple pagers, only certain data fields will be enabled. Any changes made to a data field will change the data for all of the selected pagers.

## **Configured Pagers List**

This list contains the pagers that have already been configured.

#### Edit Button

Choosing this button will bring up a dialog box that allows you to edit the currently selected pager(s). When editing multiple pagers, only certain data fields will be enabled. Any changes made to a data field will change the data for all of the selected pagers.

#### Add Button

Choosing this button will add a new pager. A dialog box will appear allowing you to specify the pager information.

#### **Remove Button**

Choosing this button will remove the currently selected pager(s) from the list.

#### **Test Button**

Choosing this button will send a test page to the currently selected pager. The test page will appear as 1234567 on a numeric pager, and as Test Message on an alphanumeric pager.

## **Individual Pager Configuration**

Individual Pager Configuration		×
Service <none> Pager Typ</none>	oe Alphanumeric 🔽 🛄 🔍	
Alphanumeric Pager Settings Numeric Page	er Settings	
Wait 60 seconds for connection Pause 8	seconds after dialing <u>T</u> est	
Password Pause 2	seconds after PIN	
Maximum Page Length 195 Separator *	<u>H</u> elp	
Page Content   O Default Page Message   O Prompt for Message   O Custom Page Message		
Pager Specifications	-Additional Information	
Name Baines, William G. PIN 550-1234	Work 678-7679	
System Phone Number 1-800-555-8233	Home 555-5642	1
Highlight groups to which the Personal	Other 231	]
<u>A</u> dd	Send Page Counter 690	

The Individual Pager Configuration dialog box allows you to set the parameters for a specific pager.

This dialog consist of five groups of controls and two drop lists.

The first drop list, Service, allows you to select the service provider for the pager. By default, the service is set to <None>. It is not necessary to select a service provider. You can simply enter the appropriate information in the subsequent fields. However, you can select a service provider from the list. This saves time when entering multiple pagers from the same service. Service providers are configured using the Service Provider item on the <u>Configure</u> menu.

The Pager Type drop list at the top of the dialog allows you to select whether the pager is numeric or alphanumeric.

#### **Numeric Pagers**

Paging companies support only one method of issuing numeric pages. That is, a number (issued to the pager) is dialed. The paging computer answers the phone and announces its readiness by a tone or by a voice recording. Then, touch-tone signals are sent that correspond to the numbers intended for the pager display.

PageMaster must use this method. Unfortunately, modems do not have the capability to detect the readiness signal. Therefore PageMaster, after dialing the pager number, will pause for a specified number of seconds before sending the touch-tone codes. The edit box in the numeric section of the dialog allows you to change this figure. Eight seconds is usually sufficient, but this figure may need to be customized for the pager.

Some paging companies operate a central telephone number, and issue each pager a unique PIN number. For these systems, PageMaster will dial the number, delay for the specified duration, send the PIN number, delay for another specified duration, then send the display message.

The value in the separator edit box specifies the touch-tone character used to display a dash (-) on the numeric pager display. Most paging companies use the \* key. However, some paging companies use the \* to cancel a page. If this is the case with this pager, this edit box should be cleared so that no separator character is used.

#### **Alphanumeric Pagers**

Alphanumeric pages are much more precise. Paging companies offer a standard answering service, that is, a human operator, that normally takes the paging information. However, all paging companies also offer a direct-dial computer link. PageMaster dials this special number and connects with a standard modem carrier. It can the issue the page as it would any modem data. To accomplish this, PageMaster need the pager ID (PIN) number that must be sent to the paging companys computer. This PIN, along with the direct computer-link phone number, can be obtained from your paging company representative. A few paging companies also require a password.

The wait for connection value specifies how long PageMaster should wait for the paging company computer to answer before retrying. In most cases, the default value of 60 seconds is sufficient. If your phone system requires an unusually long period of time to complete a call, you may need to increase this value.

The password edit control allows you to enter the password (if required) used by your paging company. Most do not require passwords, so this control can usually be left blank. If you are not sure if a password is required, contact your paging company representative.

The maximum page length value specifies the maximum number of characters the paging company allows for a single page. This usually varies from 80 to 240 characters. Your paging company should be able to supply you with this value. Otherwise, use the default of 80 characters. All paging companies support at least 80 characters per page. If you attempt to send a page message greater than the allowable length, PageMaster will split the message into multiple pages of acceptable size.

The Page Content group allows you to select the message that should be sent to the pager. There are three options:

#### **Default Page Message**

Upon paging, sends the default page message (define in the Preferences dialog box).

#### **Prompt for Message**

Upon paging, a dialog box appears prompting for a message to send to the pager.

#### **Custom Page Message**

Upon paging, a custom page (entered in the editing field to the right of the radio button) will be sent to the pager.

The Paging Specifications group of controls allows you to specify the pager user name, the pager phone number, the PIN number (if required), and the groups to which the pager is a member. Note that it is

not necessary to select a group or groups for the pager if you do not intend to use groups. The Add button, if chosen, will display a dialog box that allows you to enter a new group name.

The first three edit boxes in the Additional Information group of controls allows you to enter up to two additional voice phone numbers plus one additional line of data. The labels for the numbers (defaulted to Home and Work) and the label for the additional data line (defaulted to Other) may be configured in the Preferences dialog box.

This additional line of data may be used for whatever purpose you desire. For example, you could keep track of employee ID numbers or a birth date.

The Send Page Counter check box allows you to select if you want a page counter appended to the beginning of all messages sent to the pager. The page counter, displayed in the edit box to the right of the check box, starts at zero and increments by one each time a message is sent to the pager. When it reaches 999, it is automatically reset back to zero.

By sending the page counter, you can determine if any pages have been missed. For example, if you received a page that started 3- Please call... (or a numeric page reading 3-555-1212), then received a page 5- The office in... (or a numeric page reading 5-555-3254) you would know that page 4 was missed (perhaps due to interference or a low pager battery).

The Test button will issue a test page using the currently selected parameters.

#### Service

This drop list allows you to select the service provider for the pager. By default, the service is set to <None>. It is not necessary to select a service provider. You can simply enter the appropriate information in the subsequent fields. However, you can select a service provider from the list. This saves time when entering multiple pagers from the same service.

## Pager Type

This drop list selects the pager type, either numeric or alphanumeric.

#### Pause Time

The value in this edit box specifies the amount of time PageMaster should delay, after dialing, before sending the touch-tone codes that comprise the numeric pager message (or PIN number for numeric pagers that utilize a PIN).

#### PIN Pause Time

The value in this edit box specifies the amount of time PageMaster should delay, after dialing and sending the PIN number, before sending the touch-tone codes that comprise the numeric pager message. This value only applies to numeric pagers that utilize a PIN number.

#### Separator

The value in this edit box specifies the touch-tone character used to display a dash (-) on the pager display. Most paging companies use the \* key. However, some paging companies use the \* to cancel a page. If this is the case with this pager, this edit box should be cleared so that no separator character is used.

#### Wait for Connection

The value in this edit box specifies the amount of time PageMaster should wait, after dialing, for a modem carrier to be received from the paging company.

#### Password

This edit control allows you to enter the password (if required) used by your paging company. Most do not require passwords, so this control can usually be left blank.

#### **Maximum Page Length**

The value in this edit box specifies the maximum number of characters the paging company allows for a single page. This usually varies from 80 to 240 characters. Your paging company should be able to supply you with this value. Otherwise, use the default of 80 characters. All paging companies support at least 80 characters per page.

#### **PIN Number**

This edit box contains the PIN (pager ID) number used to identify this pager when sending a page to the paging company computer. This parameter is required for alphanumeric pagers. It is only required for numeric pagers that use a central (non-dedicated) phone number.

## Pager User Name

This edit box contains the name of the person who uses this pager.

#### Phone Number

Specifies the phone number that must be dialed in order to send a page to this pager.

#### Group List

This list box contains a list of all current groups. Names that appear highlighted are groups to which this pager belongs. To add a new group, choose the Add button to the right of the list. To add the pager to a group, click on the group name so that it appears highlighted. To remove the pager from a group, click on the highlighted group name so that it appears normal.

Add Button This button, if chosen, will display a dialog box allowing you to enter a new group name.

#### **Voice Numbers**

In these edit boxes, you can enter two voice phone numbers for the individual who carries the pager. On the main PageMaster window, you can select buttons that will dial these numbers for you.

#### Send Page Counter

If this box is checked, the page counter number will be appended to the beginning of all messages sent to the pager. The page counter will then be incremented.

#### Counter

This edit box displays the current value of the page counter for this pager. The number starts at zero, and will increment to 999. Once it reaches 999, it will automatically reset back to zero.

#### **Custom Message**

If the Send Custom Message radio button is highlighted, this message will be sent to the pager. To enter more than one line for alphanumeric pagers, use CTRL+ENTER at the end of each line.

For numeric pagers, only numbers and the asterisk (\*) should be entered. Most pagers will display asterisks as a dash.

#### Send Default Message

Upon paging, sends the default page message (define in the Preferences dialog box).

### Prompt for Message

Upon paging, a dialog box appears prompting for a message to send to the pager.

#### Send Custom Message

Upon paging, a custom page (entered in the editing field to the right of the radio button) will be sent to the pager.

#### **Test Button**

Choosing this button will send a test page to the currently selected pager. The test page will appear as 1234567 on a numeric pager, and as Test Message on an alphanumeric pager.

#### Additional Data

This edit box allows you to enter an additional line of data for the pager. It can contain whatever you wish. For example, you might keep track of employee ID numbers or a birthdate.
# **Pager Message**

The Pager Message dialog box prompts you for messages to send to alphanumeric and numeric pagers. You may also select a pre-defined message.

🛏 Pager Message				
One or more of the pagers you selected is configured to prompt for a message to send. Type in a message, or if you have pre-defined messages, select one from the Pre-Defined list.				
Pre-Defined 🛨				
Alphanumeric Message				
It will require no pages to deliver the alphanumeric message above.				
Numeric Message				
<u>OK</u> <u>C</u> ancel <u>H</u> elp				

This dialog box contains two edit boxes, one for alphanumeric pagers and one for numeric pagers. One of these edit boxes may be disabled. If so, there were no pagers of that type selected.

Above the edit boxes is a drop list that allows you to select a pre-defined message. Pre-defined messages may be entered by choosing the Pre-Defined Messages menu item from the Configure menu. After selecting a pre-defined message from the list, the alphanumeric and numeric edit controls will contain the pre-defined message.

## Pre-Defined Message List

This drop list allows you to select a pre-defined message to send.

## Message for Alphanumeric Pagers

This edit box allows you to enter a message to be sent to the alphanumeric pagers in your selection. To enter more than one line, use CTRL+ENTER at the end of each line.

## Message for Numeric Pagers

This edit box allows you to enter a default message to be sent to the numeric pagers in your selection. Pages to numeric pagers will only transmit numbers and the asterisk (\*) character. Most numeric pagers will display asterisks as a dash. Any letters or other symbols entered in this box will not be transmitted.

# The Main Display

<u>File</u> <u>Action</u> <u>Configure</u> <u>Vie</u>	ew <u>H</u> elp			
	% 🔄 🢡			
Name	Pager Number	Work		View
📕 📑 Baines, William G.	1-800-555-8233	678-7679		<ul> <li>All</li> </ul>
Cichowicz, Thomas A.	1-301-555-0101	241-3897		🔿 Group 📃 🖂
Johnson, Bobert C	1-800-555-5137	280-0523		G Marra
Svec, Todd	1-913-555-3475	200 0020		Sort By Conv
📕 📕 Urso, Joseph A.	555-9194	555-7691		
			ſ	Dial Special
				<u>P</u> age <u>R</u> esubmit
				Work Schedule
				Home <u>C</u> ancel
			ſ	Send Message
				Pager Setting
Selec <u>t</u> All Find				C Prompt for Message
Paging Status Idle				🔘 Default Message
Ready			М	ONITORING CALL S+ MAIL

The main display contains controls that allow you to send pages manually to a single or multiple pagers.

Figure 1 The Main Display

The majority of the main display consists of a list of pagers that have been configured into PageMaster from the Configure Pagers menu item. The pager user name is displayed, along with the pager number and the first voice number (defaulted to Work Number).

This is a multiple selection list, so you may use the SHIFT or CTRL keys to select more than one pager at a time. In addition, a Select All button is provided below the list that, if chosen, will select all of the pagers on the list.

As a shortcut, you may double-click on any pager to view and edit its current configuration.

To the right of the pager list is the View group of controls. The two radio buttons, All and Group, allow you to view all of the configured pagers in the pager list, or constrain the list to display only pagers belonging to a single group. The drop-list box to the right of the Group radio button permits you to select this group. It is disabled if the All radio button is selected.

The two Sort By radio buttons allow you to select the order in which the page list is sorted. By default, the Name radio button is selected, and the list is displayed and sorted by name. The other radio button (labeled Other by default) allows you to display and sort the list by an additional item of data. The Preferences dialog box allows you to change the label from Other to something more appropriate. For example, you might wish to keep track of employee IDs.

Below and to the left of the View group is the Dial group. The three buttons allow you to send pages or dial either of the two voice phone numbers.

To the right of the Dial group is the Special group. The Resubmit button will send a page to the selected pagers using the same prompted message as the last page sent. The Schedule button will allow you to enter and schedule a page for delivery at a later date. The Cancel button below the Resubmit button will, if chosen, cancel any pages in progress.

Choosing the Page or Schedule buttons will send pages to all of the selected pagers in the page list. Either of the voice buttons, if chosen, will dial the appropriate voice number associated with the selected pager (if more than one pager is selected, only the voice number for the first pager will be dialed). Choosing the Resubmit button will do what the Page button does, but will not prompt for a message if required. Instead, it will use the last prompt message you entered. This is useful if the last page failed for any reason and you want to try sending the same message again.

Below the Dial group is the Send Message group. These radio buttons allow you to modify which messages are sent to each pager in your selection. They act as follows:

#### **Pager Setting**

When highlighted, the message that is sent to each pager is determined by the setting for each individual pager (in the Page Content group on the Individual Pager Configuration dialog box). This is the normal operating mode.

#### **Prompt for Message**

When highlighted, PageMaster will prompt for a message to send to all pagers, overriding the individual settings for the pagers.

#### **Default Message**

When highlighted, PageMaster will issue the default message (set using the Manual tab on the <u>Preferences</u> dialog box) to all pagers, overriding the individual settings for the pagers.

Below the page list is the Find edit box. You may use this edit box to enter the first few characters of a name on which to search. As you enter characters in the edit box, the page list will scroll the closest match into view. If you have the first column in the pager list set to display other than the pager name (this can be accomplished using the Display tab on the <u>Preferences</u> dialog box), the Find function will search on this data instead of the name.

Near the bottom of the window is a display showing the current paging status. This display will remain at Idle until you send a page to selected pagers. Then, the display will show each page, one at a time, as they are issued.

At the very bottom of the window is the status display. It shows the current state of the program, plus information on the monitoring status.

Ready

MONITORING CALL S+ MAIL

Figure 2 The Status Bar

The monitoring flag displays MONITORING when PageMaster is actually monitoring for events (such as Call Monitoring or Email). This is activated by selecting Monitor Without Screen Saver from the <u>Action</u> menu. To the right of the monitor flag are three additional indicators, the Call Monitor flag, the Schedule+ flag, and the Email flag. These will display CALL, S+, and EMAIL respectively when these functions are active. Note, however, that if any of these displays are active, it means the function will be performed *only* when the monitor flag reads MONITORING.



Figure 3 The Toolbar

The Toolbar contains buttons providing shortcuts to the menu items. Click on the toolbar depiction above for details on the function each button performs.

# Program Status

This display shows the current program status.

## **Monitor Flag**

When this flag reads MONITORING, PageMaster is actually monitoring for events (such as Call Monitoring or Email). This is activated by selecting Monitor Without Screen Saver from the <u>Action</u> menu.

## **Call Monitor Flag**

When this flag reads CALL, PageMaster will perform Call Monitoring when monitoring is activated either by the screen saver or by manually monitoring without the screen saver.

## Schedule+ Flag

When this flag reads S+, PageMaster will perform Schedule+ Reminder Monitoring when monitoring is activated either by the screen saver or by manually monitoring without the screen saver.

## Email Flag

When this flag reads MAIL, PageMaster will perform EMail Monitoring when monitoring is activated either by the screen saver or by manually monitoring without the screen saver.

## **Monitor Without Screen Saver**

Choosing this button will toggle monitoring without the need for the screen saver to be active. When selected, the monitoring flag on the status bar will display MONITORING. When selected again, monitoring will be disabled.

## Export Pager Data

Choosing this button allows you to export the pager data (pager user name, pager phone number, voice 1 number, and voice 2 number) to either a comma-delimited file or a text file. Upon choosing the button, a file save dialog box will appear allowing you to select the file type, the file name, and the location for the file.

### **Monitor for Calls**

This button will toggle call monitoring on and off. When this button is in the depressed position, PageMaster will monitor the phone line (on which the Call Monitor modem is connected) for rings when (and only when) the screen saver is active or when manual monitoring has been activated.

#### Monitor for Schedule+ Reminders

This button will toggle Schedule+ reminders on and off. When this button is in the depressed position, PageMaster will monitor your Schedule+ file for appointment reminders and issue pages when (and only when) the screen saver is active or when manual monitoring has been activated.

### Monitor for EMail

This button will toggle Email monitoring on and off. When this button is in the depressed position, PageMaster will monitor your EMail and issue pages when (and only when) the screen saver is active or when manual monitoring has been activated.

#### Activate Screen Saver

Choosing this button will immediately activate the screen saver. This is useful if you leave your computer and wish PageMaster to immediately begin monitoring without waiting for the normal screen saver timeout.

## Help

Choosing this button will display the help file contents page.

## Sort by Name

When selected, causes the pager list to be displayed and sorted by name.

## Sort by Additional Data

When selected, causes the pager list to be displayed and sorted by the additional line of data associated with each pager. This is called Other by default, although the name may be changed using the Preferences dialog box.

#### Find

You may use this edit box to enter the first few characters of a name on which to search. As you enter characters in the edit box, the page list will scroll the closest match into view. If you have the first column in the pager list set to display other than the pager name, the Find function will search on this data instead of the name.

## Pager List

This list contains pagers which have been entered into PageMaster. Pagers are entered using the Configure Pagers menu item. Double-clicking on a pager entry in this list will display the pager information and allow you to make changes.

This list is used to select a pager or pagers to which you wish to send a page. This is a multiple selection list, so you may use the SHIFT or CTRL keys for selecting more than one pager at a time.

## View All

When this button is highlighted, the pager list will display all configure pagers, regardless of their group affiliation.

## View Group

When this button is highlighted, the pager list will display only the pagers belonging to the group selected in the group drop-list, located immediately to the right of the group button.

## Group Selection Drop-List

This drop-list allows you to select which group you wish to display in the pager list. The drop-list is only enabled when the Group radio button (located immediately to the left of the drop-list) is highlighted.

## Page Button

When chosen, this button will issue a page to each pager that is selected in the pager list. If one or more of the pagers is configured to prompt for a message to send, PageMaster will present a dialog box allowing the message to be entered.

## Schedule Button

When chosen, this button will schedule a page for delivery (at a later date) to each pager that is selected in the pager list. If one or more of the pagers is configured to prompt for a message to send, PageMaster will present a dialog box allowing the message to be entered.

### **Resubmit Button**

When chosen, this button will do what the Page button does, but if any pagers are set to prompt for a message, the prompt dialog box will contain the last message sent. This is useful if the last page failed for any reason and you want to try sending the same message again.

#### Voice 1 Button

When chosen, this button will use the Call Monitor modem to dial the voice 1 number associated with the selected pager. A dialog box will appear, prompting you to pick up the phone when you hear the ringing. If more than one pager is selected, only the voice 1 number for the first pager in the selection will be dialed.

#### Voice 2 Button

When chosen, this button will use the Call Monitor modem to dial the voice 2 number associated with the selected pager. A dialog box will appear, prompting you to pick up the phone when you hear the ringing. If more than one pager is selected, only the voice 2 number for the first pager in the selection will be dialed.

## **Cancel Button**

When chosen, this button will cancel any pages currently in progress.

## **Pager Setting**

When highlighted, the message that is sent to each pager is determined by the setting for each individual pager (in the Page Content group on the Individual Pager Configuration dialog box). This is the normal operating mode.

## Prompt for Message

When highlighted, PageMaster will prompt for a message to send to all pagers, overriding the individual settings for the pagers.

## **Default Message**

When highlighted, PageMaster will issue the default message (from the Preferences dialog box) to all pagers, overriding the individual settings for the pagers.

## Select All Button

When chosen, this button will select all of the pagers in the pager list.
### **Paging Status**

This displays shows the current paging status. This display will remain at Idle until you send a page to selected pagers. Then, the display will show each page, one at a time, as they are issued.

## **Unregistered Use Limitations**

Until you enter a registration number into the software, PageMaster operates in a limited fashion. You must purchase PageMaster in order to obtain this registration number. Until such time, you may use PageMaster for evaluation purposes only. This evaluation period is limited to 14 days.

The unregistered use limitations are:

#### **Unregistered Notification on Each Page**

PageMaster will prefix each alphanumeric page with **Unregistered Version:** and each numeric page with **1111**.

#### **Registration Requests**

PageMaster will request that you register the software every time you run the application, and every time the screen saver is deactivated or you cancel manual monitoring.

#### Limit on the Number of Configured Pagers

Only two pagers will be permitted to be configured.

#### **Limit on Automatic Pages**

Only two automatic (Call Monitor, EMail Monitor, or Schedule+ Reminder) pages will be sent for each monitoring session.

Once you register your software and enter your registration number, these limitations will be lifted.

## File Menu

The File Menu contains the following items:

#### **Export Pager Data**

Export the pager data (pager type, pager user name, pager phone number, voice 1 number, voice 2 number, additional line of data, alphanumeric pager ID number, numeric pager delay, alpha pager wait for connect, alpha pager password, numeric pager separator character, alpha pager maximum page length) to either a comma-delimited file or a text file. Upon choosing the button, a file save dialog box will appear allowing you to select the file type, the file name, and the location for the file.

The pager type field will contain 0 for numeric pagers and 1 for alphanumeric pagers.

#### **Import Pager Data**

Import pager data (pager type, pager user name, pager phone number, voice 1 number, voice 2 number, additional line of data, alphanumeric pager ID number, numeric pager delay, alpha pager wait for connect, alpha pager password, numeric pager separator character, alpha pager maximum page length) from a comma-delimited file. Upon choosing the button, a file load dialog box will appear allowing you to select the file name, and the location for the file.

Note that if commas are used in any of the imported data, the data item must be enclosed in quotes. For example, if you are importing the name **Smith**, **John**, the name must be enclosed in quotes so that the comma is not interpreted as a field separator.

The pager type must be set to 0 for numeric pagers and to 1 for alphanumeric pagers.

Example: Steve, 1, 1-800-555-1234, 555-3429, 555-7670, 12/05/60, 5504532, ,60, ,, 240

The example would import an alphanumeric pager under the name Steve using pager phone number 1-800-555-1234, voice 1 number 555-3429, voice 2 number 555-7670, additional data 12/05/60, pager ID number of 5504532, wait for connect time of 60 seconds, no password, and 240 character maximum page length.

You may also leave a blank if you do not have the data for the field. Be sure to include the comma, however.

Using the above example, if you did not have voice numbers or use the additional line of data, you would use:

1,Steve,1-800-555-1234,,,,5504532,,60,,,240

#### Log Pages To

Select the file to which pages and voice calls will be logged if the Log Pages entry on the Action menu is checked.

#### **Print Setup**

Select a printer and configure its settings.

## Exit

Exit the application. Any pages in progress will be canceled.

## **Action Menu**

The Action Menu contains the following items:

#### **Activate Screen Saver**

Choosing this menu item will immediately activate the normal Windows screen saver. This is useful if you leave your computer and wish PageMaster to immediately begin monitoring without waiting for the normal screen saver timeout.

Note that PageMaster does not contain its own screen saver. Choosing this button activates the normal Windows screen saver.

#### **Monitor Without Screen Saver**

Choosing this menu item will cause PageMaster to begin monitoring just as if the screen saver had become active. Using this feature allows you to monitor for events while still using the computer for other tasks.

When activated, the word MONITORING will appear in the status bar at the bottom of the PageMaster window. Monitoring will remain active until either PageMaster is terminated, or you again choose the Monitor Without Screen Saver menu item.

#### **Caller ID Popup**

This item will toggle the Caller ID Popup display. When enabled, PageMaster will display a pop-up window containing the Caller ID information when a call is received on the phone line to which the call monitor modem is connected.

In order to use this function, you must have a modem that supports Caller ID, as well as subscribe to Caller ID from your phone company. For further information, see the <u>Caller ID Support</u> section of this help file.

#### Log Pages

This item will toggle page logging. When this menu item is checked, PageMaster will log information to the log file. The log file can be selected using the Log Pages To entry on the <u>File</u> menu. The types of information that will be logged can be selected using the Logging tab on the <u>Preferences</u> dialog box.

## **Help Menu**

The Help Menu contains the following items:

#### Contents

This item displays the contents screen for the PageMaster help file.

#### Search for Help On

This item displays a dialog box allowing you to search the help file for specific topics.

#### How to Use Help

This item displays information on how to use the Windows help system.

#### **Obtaining Technical Support**

This item displays information on how to obtain technical support.

### About PageMaster

This item displays the version number and copyright information for the program.

## **Configure Menu**

The Configure Menu contains the following items:

#### Modems

This item will display a dialog box that allows you to configure parameters for the modems used by PageMaster.

#### **Service Providers**

This item will display a dialog box allowing you to add, edit, or remove paging service providers.

#### Pagers

This item will display a dialog box allowing you to add, edit, or remove pagers.

#### Preferences

This item will display a dialog box that allows you to specify your preferences for the operation of PageMaster.

#### **Mail Filters**

This item will display a dialog box that allows you to enter mail filters. Mail filters are used to select newly received Email messages that should be sent to pagers.

#### Groups

This item will display a dialog box that allows you to add, remove, rename, and edit pager groups.

## DDE (Dynamic Data Exchange)

DDE (or Dynamic Data Exchange) is a Windows feature that allows information to be exchanged between applications. PageMaster provides a DDE interface that allows certain functions to be accessed from other Windows applications. Note, however, that not all Windows applications support DDE.

To issue a DDE command to PageMaster, you must use the application name **PageMaster**. The topic names supported are:

#### QueuePage

The QueuePage topic allows an application to instruct PageMaster to add a page request to the page queue. The command parameter must contain the pager name (or pager group name) and page message, separated by a forward slash (/). For example:

ChannelNumber = Initiate(PageMaster,QueuePage)

Execute(ChannelNumber, Baines, William/This is a test message.)

The pager name must already be configured in PageMaster, or the DDE command will fail. Pages will be queued for sending, so you may issue this command for as many pagers as desired. Pages will not be sent until the DDE SendPages command is executed.

#### SendPage

The SendPage topic allows an application to instruct PageMaster to immediately send a page (as opposed to the QueuePage command, which simply adds a page request to the queue). The command parameter must contain the pager name (or pager group name) and page message, separated by a forward slash (/). For example:

ChannelNumber = Initiate(PageMaster,SendPage)

Execute(ChannelNumber,Baines, William/This is a test message.)

The pager name must already be configured in PageMaster, or the DDE command will fail.

#### SendPages

The SendPages topic will send all pages that have been queued using the DDE QueuePage command. This command takes no additional parameter. For example:

ChannelNumber = Initiate(PageMaster,SendPages)

Execute(ChannelNumber,Not Used)

If no pages have been queued, this command does nothing. After issuing this command, more pages may be added to the queue using the DDE QueuePage command. Such additional pages will not be sent until a subsequent SendPages command is issued.

#### AddPager

The AddPager topic allows an application to invoke the Add Pager dialog box. No command parameter is required. For example:

ChannelNumber = Initiate(PageMaster,AddPager) Execute(ChannelNumber,Not Used)

## RereadPagers

The RereadPagers topic allows an application to instruct PageMaster to reread the local and (if any) shared pager data file. No command parameter is required. For example:

ChannelNumber = Initiate(PageMaster,RereadPagers) Execute(ChannelNumber,Not Used)

## **Mail Filters**

The Mail Filter dialog box allows you to define filters to be used in selecting which Email messages will be sent to pagers.

Mail Filters				×
Code 4: From contains John From contains Harper and St Code 222: Body contains Bo Code 301: Subject contains Code 1: Subject contains En	son and St ubject con oston Office Air Conditio ror	ubject contains PB) tains Network e oning	X	<u>N</u> ew Delete Up Down
Keywords Field Compa From Contains Subject Contains <empty></empty>	rison	Keyw Harper Network	vord	
Send to Alpha From Address Subject Message Body Maximum Pages 1 Send to Numeric Code	– Delivery Betweer and or	Times 12:00a × 11:59p × Veekdays Veekends		<u>OK</u> ancel

At the top of the dialog box, you will see a list of current mail filters. You may add new filters to the list by choosing the New button. Filters may subsequently be deleted from the list by highlighting it from the list and choosing the Delete button. You may change the order in which filters are applied by using the Up and Down buttons. These buttons will move the currently selected filter up and down the list.

Each filter consists of four groups of settings. The first, keywords, allows you to define up to three keyword comparisons. Each comparison consists of a field name, a comparison type, and a keyword. You may select from the From, To, Subject, and Message Body fields. You can then select a comparison of Contains or Does Not Contain. The filter then uses the associated keyword to determine if it is contained in, or not contained in, the field.

If you define more that one comparison (up to three may be defined), all comparisons must match in order for the message to pass the filter. If you leave all three comparisons blank, any newly received mail message will pass. By creating a blank filter, you can then be informed of all mail messages.

The Delivery Times group contains controls for determining when the filter is active. The upper two edit controls allows a time range to be entered. Only EMail received during this time period will pass the filter. In addition, by removing the check mark from one of the check boxes, you can specify that the filter apply only on weekdays or weekends. By default, filters are set to pass regardless of time (the

entire day is valid from 12:00a to 11:59p) and regardless of day of the week (both weekdays and weekends are checked).

If the message does pass, the remaining two groups determine what will be sent to alphanumeric and numeric pagers.

The Send To Alpha group determines which portions of the message will be sent to the pager. You may check more than one field, however the total length of the message will be truncated to the maximum number of characters that the paging company allows for a single page, so the entire text may not appear on the pager.

There is also an edit control that defines the maximum number of pages that will be sent in order to deliver the message. For example, if the Email message contains 800 characters and the destination pager can only receive 80 characters per page, it would require ten separate pages. If the edit control defined a maximum of three pages, only 240 (3 \* 80) characters of the message would be sent to the pager.

The Send to Numeric group contains a single edit control that allows you to enter a numeric code that should be displayed on the pager. If you are using a numeric pager, specifying unique codes for each message filter allows you to determine which mail message was received.

#### Filter List

This list contains the current mail filters.

### Field

The field (From, To, Subject, Body) to use in the comparison.

### Up Button

Choosing this button will move the currently selected filter up one position on the list.

### **Down Button**

Choosing this button will move the currently selected filter down one position on the list.

### Comparison

The comparison type (Contains or Does Not Contain).

#### Send to Alpha

By checking a field, the text contained in the field will be sent to the pager when a mail message meeting the filter criteria is received. You may check more than one field, however the total length of the message will be truncated to the maximum number of characters that the paging company allows for a single page, so the entire text may not appear on the pager.

#### **Maximum Pages**

This edit control defines the maximum number of pages that will be sent in order to deliver the message. For example, if the Email message contains 800 characters and the destination pager can only receive 80 characters per page, it would require ten separate pages. If the edit control defined a maximum of three pages, only 240 (3 \* 80) characters of the message would be sent to the pager.

#### Send to Numeric

This edit control allows you to enter a numeric code that should be displayed on the pager when a mail message meeting the filter criteria is received. If you are using a numeric pager, specifying unique codes for each message filter allows you to determine which mail message was received.

### Keyword

This edit control allows you to enter a keyword to search for. A keyword can be a word fragment, and entire word, a sentence fragment, or an entire sentence. Case is not significant.

#### **Time Range**

These edit controls allows a time range to be entered. Only EMail received during this time period will pass the filter. By default, filters are set to pass regardless of time (the entire day is valid from 12:00a to 11:59p).

### Weekdays

If checked, the filter will apply to messages received on weekdays.

### Weekends

If checked, the filter will apply to messages received on weekends.

#### **Delete Button**

Choosing this button will delete the currently selected filter.

### New Button

Choosing this button will create a new, blank filter.

## Troubleshooting

I have an alphanumeric pager, but my paging company gave me only two telephone numbers, one for sending numeric message, and another number that reaches an operator to whom I can dictate a text message. What is this number and ID that PageMaster requires?

All paging companies have a dedicated telephone number that connects directly to a modem attached to their equipment. This is the phone number that PageMaster requires. This single phone number is used for all pagers operated by the paging company, therefore each pager is assigned a unique ID number. You must also obtain and provide PageMaster with the ID number assigned to your pager.

Your paging company representative can provide you with this information.

# When I send a test page out to my pager, I receive an error message saying No response from central paging.

This is most often due to a problem in the modem initialization string. Be sure you have selected the appropriate modem from the list on the Modem Configuration dialog box (accessible by choosing the Modems menu item on the Configure menu).

If your specific modem is not listed, try the following:

- For 2400 baud and slower modems, try the Hayes SmartModem 2400 setting
- For 9600 baud modems, try the Hayes SmartModem 9600 setting
- For 14,400 baud and faster modems, try the Zoom VFP v.32bis FaxModem setting

In the event that you still receive the error message, contact Omnitrend for assistance.

#### I have set up PageMaster to monitor my phone line for rings, but it doesnt send me a page.

1.) First, be sure that you are ringing the phone when either the screen saver is active or when you have activated monitoring without screen saver. PageMaster does not normally monitor for rings. This way, you can leave PageMaster running all the time.

When you leave your computer and the screen saver is activated, PageMaster will automatically begin monitoring. When you return and begin using your computer again, PageMaster will automatically stop monitoring. In this way, you dont have to worry about turning monitoring on and off yourself. You can also manually activate monitoring by selecting Monitor Without Screen Saver from the <u>Action</u> menu. By choosing this item, the monitoring flag on the status bar will read MONITORING. When you wish PageMaster to stop monitoring, select the menu item again.

2.) Check the Call Monitoring tab on the <u>Preferences</u> dialog box (accessible by choosing the Preferences menu item on the <u>Configure</u> menu) and be certain that your pager is highlighted on the list box in the lower right corner. Also, be sure that the number of rings and the delay time are set as you desire, and

the enable check box is checked.

3.) Check the Call Monitor tab on the Modem <u>Configuration</u> dialog box (accessible by choosing the Modems menu item on the <u>Configure</u> menu) and be certain that you have configured the call monitor modem. If you have only one modem in your machine, then both the call monitor and paging modem should be set the same.

4.) Be sure that, after ringing the phone for the appropriate number of rings, you wait for the appropriate delay time (from the Call Monitoring tab on the <u>Preferences</u> dialog box) for the page to be sent.

5.) Be sure the pager is configured properly by sending a test page.

#### I dont receive my Email messages on my pager.

1.) First, be sure that either the screen saver is active or when you have activated monitoring without screen saver before a pageable Email message reaches your mailbox. PageMaster does not normally monitor for Email. This way, you can leave PageMaster running all the time.

When you leave your computer and the screen saver is activated, PageMaster will automatically begin monitoring. When you return and begin using your computer again, PageMaster will automatically stop monitoring. In this way, you dont have to worry about turning monitoring on and off yourself. You can also manually activate monitoring by selecting Monitor Without Screen Saver from the <u>Action</u> menu. By choosing this item, the monitoring flag on the status bar will read MONITORING. When you wish PageMaster to stop monitoring, select the menu item again.

2.) Check the EMail tab on the <u>Preferences</u> dialog box (accessible by choosing the Preferences menu item on the <u>Configure</u> menu) and be certain that your pager is highlighted on the list box in the lower right corner. Also, be sure that the mail scan time is set to a reasonable value (one minute is the default), and the enable check box is checked.

3.) Check the <u>Mail Filters</u> dialog box (accessible by choosing the Mail Filters menu item on the <u>Configure</u> menu) and be certain you have an appropriate mail filter entered.

5.) Be sure that, after the Email message reaches your mailbox, you wait at least the duration of the scan time (one minute is the default) for PageMaster to dial the pager. PageMaster checks the mailbox at the rate set by the scan interval, so there could be a slight delay from the time the Email is received.

6.) Be sure the pager is configured properly by sending a test page.

#### I dont receive my Schedule+ Reminders on my pager.

1.) First, be sure that when the Schedule+ reminder is due to appear, either the screen saver is active or you have activated monitoring without screen saver. PageMaster does not normally monitor for Schedule+ Reminders. This way, you can leave PageMaster running all the time.

When you leave your computer and the screen saver is activated, PageMaster will automatically begin

monitoring. When you return and begin using your computer again, PageMaster will automatically stop monitoring. In this way, you dont have to worry about turning monitoring on and off yourself. You can also manually activate monitoring by selecting Monitor Without Screen Saver from the <u>Action</u> menu. By choosing this item, the monitoring flag on the status bar will read MONITORING. When you wish PageMaster to stop monitoring, select the menu item again.

2.) Check the Schedule+ tab on the <u>Preferences</u> dialog box (accessible by choosing the Preferences menu item on the <u>Configure</u> menu) and be certain that your pager is highlighted on the list box in the lower right corner. Check that the User Name supplied is for the Schedule+ file you wish to monitor. Also, be sure that the enable check box is checked.

3.) Make sure you are using Schedule+ 7.0 or higher.

4.) Be sure the pager is configured properly by sending a test page.

#### When monitoring my telephone line, I dont receive Caller ID information.

1.) First, be sure you have subscribed to Caller ID service from your telephone company. This is usually a service provided at an added cost.

2.) Be sure that your modem supports Caller ID.

3.) Caller ID information may not be available from the number that is calling you, or the caller may have blocked Caller ID from being sent.

4.) Be sure the modem initialization string on the Call Monitoring tab on the <u>Preferences</u> dialog box (accessible by choosing the Preferences menu item on the <u>Configure</u> menu) contains the proper command for turning on caller ID. For example, the following must be added to the initialization string for modems by the following manufacturers:

Manufacturer	Command to Add		
Supra	#CID=1		
Practical Peripherals	%CCID=1		

5.) Be sure to set the number of rings required to send the page at 2 or greater. The Caller ID information is sent between the first and second rings.

## **Command Line Parameters**

#### -F Command Line Paging

PageMaster allows pages to be sent directly from a command line parameter. When executing PageMaster, use the following format:

#### PAGEMSTR -Ffilename.ext

The parameter *filename.ext* refers to a text file that contains the information for pages to be sent. Note that there must *not* be a space between the -F and the filename.

Each line of the file must contain a page request in the following format:

PagerName/MessageToSend

This line contains simply the pager name (or the name of a pager group) and page message, separated by a forward slash (/). For example:

Carbone, Thomas/This is a test message.

The pager name must already be configured in PageMaster, or the page request will be ignored. The file may contain as many page requests as you like.

When running PageMaster with a command line page request, PageMaster will minimize itself automatically. If you enable the Auto Exit option on the <u>Preferences: Manual Tab</u> dialog box, PageMaster will terminate itself once all the pages have been sent.

#### -M Monitor for Events on Startup

Turns on monitoring for events (without the screen saver) immediately on startup.

#### -P Page Request

PageMaster allows pages to be sent immediately from this command line parameter. When executing PageMaster, use the following format:

PAGEMSTR -P``pagername/message``

The parameter contains simply a pager name (or the name of a pager group) and the page message, separated by a forward slash (/). Note that this parameter *must* be enclosed in double quotes. For example:

-P``Carbone, Thomas/This is a test message.``

The pager name must already be configured in PageMaster, or the page request will be ignored.

When running PageMaster with a command line page request, PageMaster will minimize itself automatically. If you enable the Auto Exit option on the <u>Preferences: Manual Tab</u> dialog box, PageMaster will terminate itself once all the pages have been sent.

#### -Q Quiet Mode

This parameter prevents PageMaster from displaying on-screen messages that require user input (error messages and the message that indicates the page was sent successfully). This affects only messages that would appear when sending DDE, command line, and file sniff pages.

#### -S Sniff for Text File

PageMaster can continuously watch for the presence of a text file that contains messages to be paged. When executing PageMaster, use the following format:

#### PAGEMSTR -Sfilename.ext

The parameter *filename.ext* refers to a text file that contains the information for pages to be sent. Note that there must *not* be a space between the -S and the filename.

Each line of the file must contain a page request in the following format:

#### PagerName/MessageToSend

This line contains simply the pager name (or the name of a pager group) and page message, separated by a forward slash (/). For example:

Carbone, Thomas/This is a test message.

The pager name must already be configured in PageMaster, or the page request will be ignored. The file may contain as many page requests as you like.

PageMaster watches for the presence of the file once per second. When it sees the file, it will read it, queue the pages requested in the file, then delete the file.

#### -T Disable Title Screen

Does not display the program title screen on startup.

## **View Menu**

The View Menu contains the following items:

#### **Scheduled Pages**

Allows the current list of scheduled pages to be viewed. Scheduled pages are entered using the Schedule button on the main display. When chosen, the <u>View Scheduled Pages</u> dialog box will appear.

#### Page Log

Allows page log files to be viewed. When chosen, a file selector dialog will appear allowing you to select the page log file to view (it will default to the file to which pages are currently being logged). After selecting a file, the <u>Page Log</u> dialog box will appear.

## **View Scheduled Pages**

The View Scheduled Pages dialog box allows you to view all pages scheduled for delivery at a later date.

View Scheduled Pages		×
12/26/95 04:00PM	<u><u> </u></u>	
	Dele	te
	Help	
Page Content	Page Will Be Sent T	o
Pager setting	Johnson, Robert C.	<b>A</b>
- Re-Schedule Page		
Every 1 week		<b>v</b>
- Message to Alphanumeric	c Pagers	
Don't forget the sales me	eting in room 211.	
Message to Numeric Pag	ers	

At the top of the dialog box is list box that contains a list of the dates and times for all scheduled pages. You may select a schedule page for viewing by selecing it from the list.

The Delete button to the right of the list, if chosen, will delete the currently selected page.

The Page Content group displays how, for this scheduled page, messages are chosen. It contains one of the following:

#### **Pager Setting**

The message that is sent to each pager is determined by the setting for each individual pager.

#### **Prompt for Message**

The message that is sent to each pager was prompted for when the scheduled page was entered. The prompted messages appear on the Message to Alphanumeric Pagers and Message to Numeric Pagers controls at the bottom of the dialog box.

#### **Default Message**

The default message (from the Preferences dialog box) will be sent to each pager.

The Re-Schedule Page group displays when the page will be automatically re-scheduled, or None if the

page is to be sent only once. It will also indicate if the page is to be skipped if PageMaster is not running when the page time is reached.

The list box to the right of the Re-Schedule Page group show the names of all pagers that will receive the scheduled page. Below the list are the messages that will be sent to each alphanumeric and numeric pagers if:

1.) Page Content displays Prompt for Message.

-or-

2.) Page Content displays Pager Setting and a pager is configured for Prompt for Message.

#### Scheduled Pages List

This list box contains a list of the dates and times for all scheduled pages. You may select a schedule page for viewing by selecing it from the list.

#### **Delete Button**

This button, when chosen, will delete the currently selected scheduled page.

## Page Content

The Page Content group displays how, for this scheduled page, messages are chosen.
## **Re-Schedule Page**

This group shows when the page will be automatically re-scheduled, or None if the page is to be sent only once.

# Pager List

This list box contains the names of the pagers to which the currently selected scheduled page will be sent.

### Alphanumeric Message

This control displays the message that will be sent to alphanumeric pagers if: 1.) Page Content displays Prompt for Message. -or-

2.) Page Content displays Pager Setting and a pager is configured for Prompt for Message.

#### Numeric Message

This control displays the message that will be sent to numeric pagers if: 1.) Page Content displays Prompt for Message. -or-

2.) Page Content displays Pager Setting and a pager is configured for Prompt for Message.

# **Schedule Page**

The Schedule Page dialog box allows you to set the time and date at which the page will be sent. It also allows you to set the page to automatically re-schedule itself on a daily, weekly monthly, or yearly basis.

Schedule Page	×	
Send Page On		
1 / 18 / 96 ×	12:00p •	
Skip if PageMaster is off at page time		
🗖 Reschedule maximum	of time(s)	
Re-Schedule Every		
None		
C 1 Minutes	<u>C</u> ancel	
C 1 Hours		
O 1 Days		
O 1 Weeks		
C 1 Months	<u>H</u> elp	

The Send Page On group contains controls for entering the date and time at which the page will be sent. To change the date, click on the month, day, or year and enter the correct value for each (you may also use the spin buttons to increment or decrement the present value). The time value may be changed by use the spin buttons to increase or decrease the time in one hour increments, or by entering a time directly in the format HH:MMa for an AM time or HH:MMp for a PM time.

Below this group is a check box that allows you to define what happens if PageMaster is not running when the page time is reached. If the box us unchecked, PageMaster will send the scheduled page once the program is restarted. If the box is checked, the scheduled page will not be sent.

Below this is another check box that allows you to define the number of times the page will be rescheduled (see the following paragraph for a description of rescheduling the page). If the check box is unchecked, the page will be rescheduled indefinitely. Otherwise, the page will be rescheduled for the number of times specified.

The Re-Schedule Every group contains radio buttons used to specify how often the page will be sent. If None is selected, the page will be sent only once at the specified date and time. Otherwise, the page will be automatically re-scheduled at the interval selected.

#### **Re-Schedule Every**

This group contains radio buttons and edit boxes used to specify how often the page will be sent. If None is selected, the page will be sent only once at the specified date and time. Otherwise, the page will be automatically re-scheduled at the selected interval.

#### **Re-Schedule Count**

This check box that allows you to define the number of times the page will be rescheduled. If the check box is unchecked, the page will be rescheduled indefinitely. Otherwise, the page will be rescheduled for the number of times specified.

#### Skip

This check box that allows you to define what happens if PageMaster is not running when the page time is reached. If the box us unchecked, PageMaster will send the scheduled page once the program is restarted. If the box is checked, the scheduled page will not be sent.

#### Date

These controls specify the date at which the page will be sent. To change the date, click on the month, day, or year and enter the correct value for each (you may also use the spin buttons to increment or decrement the present value).

#### Time

These controls specify the time at which the page will be sent. The time value may be changed by use the spin buttons to increase or decrease the time in one hour increments, or by entering a time directly in the format HH:MMa for an AM time or HH:MMp for a PM time.

# **Edit Pre-Defined Messages**

The Edit Pre-Defined Messages dialog box allows you to add and edit pre-define page messages. These messages may then be used when entering a page message to send to a pager.

Edit Pre-	Define	d Message	es	×
Floor 5 A	Alarm			▼ <u>N</u> ew
Messag	ge Inform	ation		
Name	Floor 5 A	Alarm		
Messag	e for Alp	hanumeric F	agers	
An aları fifth floo	m was re or of the	ceived for t Farmington	he heating unit o office.	on the 🔼
Messag	e for Nu	meric Pager:	S	
555-76	79			
<u>0</u> K		<u>C</u> ancel	]	<u>H</u> elp

At the top of the dialog box is a drop list that contains the names of the currently defined messages. You may view and edit a message by selecting its name from the drop list.

The New button to the right of the list, if chosen, will create a new pre-defined message. To create a new pre-define message, you choose this button, then enter the name of the message and the message content using the controls in the Message Information group.

The Delete button, if chosen, will delete the currently selected message.

The Message Information group contains three edit controls. The Name edit control allows you to enter a name for the currently selected pre-defined message. When you are recalling a pre-defined message to send to a pager, this is the name used to select this message.

The remaining two edit controls allow you to enter the actual messages that will be sent to alphanumeric and numeric pagers.

### Pre-Defined Message List

This list that contains the names of the currently defined messages. You may view and edit a message by selecting its name from the drop list.

## **Delete Button**

This button, when chosen, will delete the currently selected pre-defined message.

#### Name

This control allows you to enter a name for the currently selected pre-defined message. When you are recalling a pre-defined message to send to a pager, this is the name used to select this message.

# Alphanumeric Message

This edit control contains the message that will be sent to alphanumeric pagers.

# Numeric Message

This edit control contains the message that will be sent to numeric pagers.

#### New Button

This button, if chosen, will create a new pre-defined message. The name and content of the message may then be entered using the controls in the Message Information group.

# Modem Configuration: Call Monitor Tab

PageMaster requires at least one (and supports two) Hayes-compatible modem (2400 baud or higher) in order to issue pages, dial voice numbers, and monitor the telephone line for rings. The modem used for issuing pages is called the Paging Modem. The modem used for dialing voice number and for monitoring the line for rings is called the Call Monitor Modem. If only one modem is used, both modem entries on this dialog box should be set for the COM port to which the modem is attached, and both types should be set the same.

The Call Monitor Tab displays settings for the modem used for monitoring a phone line for rings, and for dialing voice numbers. It allows you to specify on which port (COM1 - COM4) the modem is attached, the type of modem, and any customization to the initialization string.

Mo	odem C	Configura	ation	×
ſ	Paging	Call Mor	nitor Port Settings	
	Line	e Device	Practical Peripherals PC288LCD V.34 F	
	_ Local	l Modem F	Parameters	
	Selec devic prope	et the mod e. This e er call mor	lem type that best matches the selected line xtra step is necessary in order to select the nitor initialization commands.	
		Туре	Practical Peripherals PC Series	
	Ini	tialization	&FN0S37=0&Q0&B0&U1S36=3S46=0S48=	
	0	K	Cancel Apply Help	

Using the controls in this dialog, you can specify on which port (COM1 - COM4) call monitor modem is attached. Below the port settings drop-list is another drop-list that allows you to select the modem type. If your specific modem is not listed, select the Hayes modem that most closely matches your modem speed. For example, if your modem is 9600 baud, select the Hayes 9600. The initialization string edit box allows you to customize the initialization string if desired.

#### Monitor Modem Type

This drop-list allows you to select the type of modem. If your specific modem is not listed, select the Hayes modem that most closely matches your modem speed. For example, if your modem is 9600 baud, select the Hayes 9600.

#### **Monitor Modem Initialization**

This edit box contains the string of characters used to initialize the monitor modem. While the default string is normally sufficient, you can edit this string if required.

### Monitor Modem Attached To

Specifies the communications (COM) port to which the monitor modem is attached.

# Modem Configuration: Paging Tab

PageMaster requires at least one (and supports two) Hayes-compatible modem (2400 baud or higher) in order to issue pages, dial voice numbers, and monitor the telephone line for rings. The modem used for issuing pages is called the Paging Modem. The modem used for dialing voice number and for monitoring the line for rings is called the Monitor Modem. If only one modem is used, both modem entries on this dialog box should be set for the COM port to which the modem is attached, and both types should be set the same.

The Paging Tab displays settings for the modem used for sending pages. It allows you to specify on which port (COM1 - COM4) the modem is attached, the type of modem, and any customization to the initialization string.

Modem C	Configura	tion	×
Paging	Call Mon	itor Port Settings	
Line	e Device	Zoom VFP 24K	
_ Local	l Modem F	arameters	
Selec devic prope	et the mod e. This e: r paging in	em type that best matches the selected line «tra step is necessary in order to select the nitialization commands.	
	Туре	Zoom VFP 24K FaxModem	
Ini	tialization	&F&Q6N0S37=0E0V1S7=255	
- Pagel	Master/mo	l Parameters	
EMai	i Address		
	K )	Cancel Apply Help	

Using the controls in this dialog, you can specify on which port (COM1 - COM4) the modem is attached. Below the port settings drop-list is another drop-list that allows you to select the modem type. If your specific modem is not listed, select the Hayes modem that most closely matches your modem speed. For example, if your modem is 14400 baud, select the Hayes Accura 14400. The initialization string edit box allows you to customize the initialization string if desired.

If you use one of PageMasters sister applications, <u>PageMaster/md</u> or <u>PageMaster/ex</u>, you can use it as the paging modem. PageMaster will then send page requests via Email to PageMaster/md or PageMaster/ex instead of dialing out through a local modem. As such, each workstation using PageMaster does not need a modem of its own. PageMaster/md or PageMaster/ex will act as a shared modem.

### Page Modem Initialization

This edit box contains the string of characters used to initialize the page modem. While the default string is normally sufficient, you can edit this string if required.

### Page Modem Type

This drop-list allows you to select the type of modem. If your specific modem is not listed, select the Hayes modem that most closely matches your modem speed. For example, if your modem is 14400 baud, select the Hayes Accura 14400.

#### Page Modem Attached To

Specifies the communications (COM) port to which the page modem is attached. Optionally, you can select PageMaster/md or PageMaster/ex as the paging modem. In this case, all paging will be sent via Email to the PageMaster/md or PageMaster/ex software.

#### **EMail Address**

Specifies the Email address to which PageMaster/md is assigned. This control is enabled only if you select PageMaster/md as the port to which the modem is attached. If you use PageMaster/md to issue pages, be sure the pager names you enter into PageMaster have precise matches in PageMaster/md.

# Modem Configuration: Port Settings Tab

This tab should only be used if you are an experienced modem user. It allows you to change the modem port setting in the event your paging company can support sending pages at a higher baud rate than the standard paging protocol specifies. The standard protocol calls for pages to be sent at 300 baud, 7 bit words, even parity, and one stop bit.

Changing these settings is not normally required, or recommended. They are provided solely for the experienced user that has found a need for custom settings.

Modem Configuration	1			×
Paging Call Monitor	Port Settings	1		
WARNING: Do not c words, even parity, ar paging companies to Choose the Help butt	hange the port nd 1 stop bit unl be used will sup on for more info	settings fror less you are pport differe rrmation.	n 300 baud, 7 bi certain all nt parameters.	t
Port Settings				
Baud Rate 300		Parity E	ven 💌	
Word Length 7	•	Stop Bits 🛛	<b>•</b>	
ОК	Cancel	Apply	Help	

The industry standard protocol used for sending pages, called TAP, requires that alphanumeric pages be sent at 300 baud, 7 bit words, even parity, and one stop bit.

A few paging companies support the sending of pages at greater than 300 baud. If your paging company supports faster transmission, you can alter the port settings PageMaster uses.

Note, however, that the port settings are global to every page sent. It affects each and every alphanumeric pager in your pager list. If you have pagers that use access numbers from different paging companies, all paging companies must support the port settings you select. You cannot specify individual port settings for each pager.

### Baud Rate

This drop-list allows you to select the baud rate used. The industry standard for sending pages calls for using 300 baud.

## Word Length

This drop-list allows you to select the word length used. The industry standard for sending pages calls for using 7 bit words.

# Parity

This drop-list allows you to select the parity type used. The industry standard for sending pages calls for using even parity.

## Stop Bits

This drop-list allows you to select the number of stop bits used. The industry standard for sending pages calls for one stop bit.

# Page Log

The Page Log dialog box allows you to view the contents of a page log file.

×			
09/14/95 05:46PM DuBois, Francis X.			
- <b>-</b>			

At the top of the dialog box is list box that contains a list of the pages in the log sorted in chronological order. The most recent page appears at the top of the list.

Below the page list is a box in which the page message is displayed. As you select pages on the page list, the actual message that was sent for that page appears in this area.

The Resubmit button, when chosen, will re-send all selected pages.

The Print button will, when chosen, print the page log to a printer. You may print either the entire log or a selection from the log. To print the entire page log, simply choose the Print button. The Print dialog box will then appear, and the All button will already be selected by default. To print a selection, highlight only the pages you want to print. When the Print dialog box appears, choose the Selection radio button instead of All.

The Clear button at the bottom of the dialog will, if chosen, clear the contents of the log file.

# Page List

This list box contains a list of the pages in the log file. The list is sorted in chronological order with the most recent page at the top.

## Message Sent

This box displays the message that was sent for the page selected in the page list.

### **Resubmit Button**

This button, if chosen, will re-send all of the selected pages.

## **Print Button**

This button, if chosen, will print the page log (or a selection from the page log) to a printer.
## **Clear Button**

This button, if chosen, will clear the page log file.

# Caller ID

Caller ID is a feature provided by your local telephone company. With caller ID, the telephone number of the person calling you is sent over your phone line. Although Caller ID information is usually displayed by either a dedicated Caller ID box or a telephone with a Caller ID display, your computer can also obtain this information from your modem.

However, not all modems support Caller ID. Before attempting to use PageMasters Caller ID features, you must first verify that your modem has this support. In addition, most telephone companies consider Caller ID a premium feature, and you must pay to have the service activated.

You may need to add a command to turn on Caller ID on your modem. This is accomplished by adding the appropriate command to the Call Monitor modem initialization string. The initialization string is edited using the Call Monitor tab on the <u>Modem Configuration</u> dialog box (accessible from the <u>Configure</u> menu by choosing Modems).

For example, the following must be added to the initialization string for modems by the following manufacturers:

Manufacturer	Command to Add	
Supra	#CID=1	
Practical Peripherals	%CCID=1	
Motorola	*ID1	
Creative Labs	#CID=1	

Caller ID information consists of the calling partys phone number, and optionally their name. Not all areas of the country support the optional name parameter, so this information may not be available. In addition, not all modems support the name parameter.

If your modem has Caller ID support, and you have subscribed to the service on your telephone line, you may use Pagemasters Caller ID features. These features are...

#### **Pager Notification**

When monitoring a line for rings (Call Monitoring), PageMaster will send the Caller ID information to your pager. Thus, in addition to the normal message indicating that you have received a call, the number of the caller is also displayed.

This feature does not have to be manually enabled. If your modem delivers the Caller ID information to PageMaster, it will automatically be routed to the pager.

If you have difficulty receiving the Caller ID information on your pager, refer to the <u>Troubleshooting</u> section of this help file.

#### **Pop-Up Notification**

When you are at your PC, PageMaster can pop-up a window containing the Caller ID information when a call is received. Thus, you can see who is calling you before you pick up the phone.

When a call containing Caller ID is received, PageMaster will display a dialog box containing the Caller ID data. The dialog box will remain on-screen for 15 seconds, then automatically close. You can also choose the OK button contained within the dialog box to prematurely remove the display.

This feature is enabled by choosing the Caller ID Popup entry on the <u>Action</u> menu.

# **Getting Started**

Before you can begin using PageMaster, you must first configure it for your modem(s).

To do this, choose the Modems menu item from the <u>Configure</u> menu. The <u>Modem Configuration</u> dialog box will appear with the Paging Modem tab selected. Set the COM port and modem type that most closely matches your modem.

If you will be using PageMasters Call Monitoring feature, or its ability to dial voice numbers, you must also configure the Call Monitor modem. To do this, select the <u>Call Monitor Tab</u>. If you have only one modem in your computer, select the same setting you made for the paging modem. Otherwise, select the appropriate settings for your second modem.

When you are finished configuring the modem(s), choose the OK button.

You may now enter your first pager into the system. To do this, choose the Pagers menu item on the <u>Configure</u> menu. The <u>Pager Configuration</u> dialog box will appear. Choose the Add button to add your pager. The <u>Individual Pager Configuration</u> dialog box will appear.

Enter all the parameters for your pager. The required parameters are:

#### Numeric

User Name

The name by which PageMaster will refer to the pager.

Pager Phone Number The phone number assigned to your pager.

#### Pause Time

The amount of time PageMaster must pause between dialing the number and sending the touchtone codes representing the display message.

#### Alphanumeric

User Name The name by which PageMaster will refer to the pager.

Pager Phone Number The modem phone number for your paging company.

Pager ID The pager ID number assigned to your pager. Once all the information is entered, choose the Test button to send a test page.

Once you have received the test page, choose the OK button. This will return you to the Pager Configuration dialog box. Choose the OK button on this window as well.

PageMaster is now configured for basic paging.

# **Preferences: Logging Tab**

The Logging Tab allows you to set your preferences for which kinds of pages and calls will be logged to the log file.

Preferences	×
EMail Monitoring Pager Dat Manual Dialing Logg Log Pages Sent By	ta Display Schedule+Monitoring ) jing Content Call Monitoring Outgoing Calls
Manual	Log Voice Calls
Call Monitor	Incoming Calls
OK Cancel	

This dialog box contains three group. This leftmost group contains one check box for each type of page that can be sent by PageMaster. If a box is checked, pages of that type are sent to the log file. The page types are:

Manual	Pages that are entered and sent manually by the user.
DDE	Pages that are sent using Windows DDE messages.
Call Monitor	Pages sent that indicate the phone has rung.
EMail Monitor	Pages that are sent in response to Email message filters.

The Outgoing Calls group contains one check box for logging voice calls. If checked, calls made to either of the two voice numbers will be logged.

The Incoming Calls group contains one check box for logging Caller ID data. If checked, PageMaster will create a log entry each time the Caller ID Popup box appears. For more information on Caller ID and the Caller ID popup, see the section on <u>Caller ID Support</u>.

## Log Pages Sent By

This group contains one check box for each type of page. If a box is checked, pages of that type are sent to the log file.

## Log Caller ID Data

If checked, PageMaster will create a log entry each time the Caller ID Popup box appears.

## Log Voice Calls

If checked, a record of calls made to either of the voice numbers is sent to the log file.

# **Preferences: Manual Tab**

The Manual Tab allows you to set your preferences for sending pages manually.

Preferences X
EMail Monitoring   Pager Data   Display   Schedule+ Monitoring   Manual   Dialing   Logging   Content   Call Monitoring
Default Alphanumeric Message
Call Omnitrend at (860) 678-7679
Default Numeric Message
678*7679
<ul> <li>Return key sends page when entering prompted message</li> <li>Action After Paging</li> <li>Confirm Page Sent</li> <li>Auto-Minimize</li> <li>Auto-Exit</li> </ul>
Cancel Apply Help

The Manual Paging group contains controls related to pages you generate. Two edit boxes are provided for default page messages for numeric and alphanumeric pagers. These default messages will be sent to pagers if the Default Message radio button on <u>The Main Display</u> is selected.

The check box adjusts the behavior of the return key when entering a prompted message. When PageMaster is set to prompt for a message, the <u>Pager Message</u> dialog box appears when you choose the Page button. This dialog box presents and edit box that allows you to enter a message to send to the pager(s). When the check box is checked, the return key will cause the message you entered in the edit box to be sent. When unchecked, the return key will simply move to the next line in the edit box.

The Action After Paging group contains three check boxes that perform the following:

#### **Confirm Page Sent**

When sending pages manually, a dialog box will appear confirming the message was sent successfully. If this box is unchecked, no confirmation will be displayed (although an error box will appear if the page fails).

#### Auto-Minimize

Minimizes the PageMaster window automatically after initiating a manual page.

#### Auto-Exit

Automatically terminates the PageMaster application after a selected manual page or pages have been sent.

#### **Return Key Behavior**

This check box adjusts the behavior of the return key when entering a prompted message. When the check box is checked, the return key will cause the message you entered in the prompt for message edit box to be sent. When unchecked, the return key will simply move to the next line in the edit box.

#### **Confirm Page Sent**

If checked, PageMaster will display a dialog box confirming the message was sent successfully. If this box is unchecked, no confirmation will be displayed (although an error box will appear if the page fails).

## Auto-Minimize

If checked, PageMaster will minimizes its window after initiating a manual page.

#### Auto-Exit

If checked, PageMaster will automatically terminate after a selected manual page or pages have been sent.

## Default Alphanumeric Message

This edit box allows you to enter a default message to be sent to alphanumeric pagers.

#### Default Numeric Message

This edit box allows you to enter a default message to be sent to numeric pagers. Pages to numeric pagers will only transmit numbers and the asterisk (\*) character. Most numeric pagers will display asterisks as a dash. Any letters or other symbols entered in this box will not be transmitted.

# **Preferences: Dialing Tab**

The Dialing Tab allows you to set your preferences for how PageMaster dials the phone when sending pages.

Preferences	×	
EMail Monitoring Pa Manual Dialing	ger Data Display Schedule+Monitoring Logging Content Call Monitoring	
Method	Speaker	
⊙ Tone ○ Pulse	C On Always © On Until Connect C Off	
Dial Out		
Dialing Prefix		
Retries on failure 5		
	Cancel <u>Apply</u> Help	

This dialog box contains three group. The first group, Method, allows you to select the dialing method. By default, PageMaster uses tone (touch-tone) dialing. If your telephone line does not support tone dialing, you will need to select the pulse (rotary) method.

The Speaker group allows you to select the mode for the modem speaker. The default option is On Until Connect. In this mode, PageMaster will turn on the speaker when it begins to dial, and turn the speaker off once it connects to the paging company modem. Optionally, you can select On Always to force the speaker on during the entire sending process, or Off to force the speaker off at all times.

Note that On Until Connect is only effective when sending to alphanumeric pagers. When sending to numeric pagers, the modem will remain on during the entire process. The Off mode will still, however, prevent the speaker from turning on during the sending of numeric pages.

The remaining group, Dial Out, contains two edit boxes. The first, Dialing Prefix, allows you to specify an extra series of digits that may be required by your phone system in order to obtain an outside line. For most residential lines, a prefix is not required. However, many businesses require a prefix digit (usually 9).

The Retries On Failure control allows you to specify how many times PageMaster should attempt to send a page to your paging company before giving up. If the paging company should experience hardware problems, or if the phone line should be busy or noisy, PageMaster will attempt to re-issue the page for the maximum number of tries. In most cases, the default value of 5 is appropriate.

#### Method

This group allows you to select the dialing method. By default, PageMaster uses tone (touch-tone) dialing. If your telephone line does not support tone dialing, you will need to select the pulse (rotary) method.

#### Speaker

This group allows you to select the mode for the modem speaker. The default option is On Until Connect. In this mode, PageMaster will turn on the speaker when it begins to dial, and turn the speaker off once it connects to the paging company modem. Optionally, you can select On Always to force the speaker on during the entire sending process, or Off to force the speaker off at all times.

#### **Retries On Failure**

This edit box allows you to specify how many times PageMaster should attempt to send a page to your paging company before giving up. If the paging company should experience hardware problems, or if the phone line should be busy or noisy, PageMaster will attempt to re-issue the page for the maximum number of tries.

### **Dialing Prefix**

This edit box allows you to specify an extra series of digits that may be required by your phone system in order to obtain an outside line.

# **Preferences: Content Tab**

The Content Tab allows you to set your preferences for the content of pages.

Preferences	×
EMail Monitoring Pager Data Display Manual Dialing Logging Con	Schedule+ Monitoring
Append to Manual Pages	
Signature	
🗖 Current Time 🗖 Current Date	
Character Handling	Time Format
Force to Upper Case	12 Hour
Reverse Order of Multiple Pages	C 24 Hour
(OK) Cancel <u>A</u> p	pply Help

This dialog box contains three group. The first group, Append to Manual Pages, allows you to specify items to automatically be appended to the end of pages (alphanumeric only) sent manually. The Signature edit box contains text appended to each page. Usually, this is used to append your name to the end of each page, although any text may be entered here. The Current Time and Current Date check boxes allow you to append the time and date to each page.

For example, if the signature reads Joe Urso, and both the time and date check boxes are checked, the page would be appended with:

Joe Urso 9:25 4/20/95

The Time Format group allows you to specify the format used when appending the current time to the end of the page. In 24 hour mode, 3:20PM would appear on the pager as 15:20.

The Character Handling group contains two check boxes. The upper check box, if checked, will force all characters within a page to upper case. The lower check box will reverse the order in which multiple pages are sent. This requires some further explanation.

When PageMaster is directed to send a message that is longer than can be sent in a single page, PageMaster will automatically split the message and send it in multiple pages. Normally, the pages are submitted to the paging company in order, from first to last. However, some paging equipment will actually send the last page submitted first. If you experience such conditions, checking the Reverse Order of Multiple Pages check box will cause PageMaster to submit the message chunks in reverse. This will cause them to appear on your pager in the proper order.

### Signature

This edit box contains text appended to each alphanumeric page. Usually, this is used to append your name to the end of each page, although any text may be entered here.

### **Current Time**

This box, if checked, will cause PageMaster to append the current time to the end of each alphanumeric page sent.

### **Current Date**

This box, if checked, will cause PageMaster to append the current date to the end of each alphanumeric page sent.

## Force to Upper Case

This box if checked, will force all characters within all alphanumeric pages to upper case.

## **Reverse Order of Multiple Pages**

This box, if checked, will reverse the order in which multiple pages are sent.

### Time Format

This group allows you to specify the format used when appending the current time to the end of the page. In 24 hour mode, 3:20PM would appear on the pager as 15:20.

# **Preferences: Pager Data Tab**

The Pager Data Tab allows you to set parameters for the pager data file contents and locations.

Preferences X
Manual Dialing Logging Content Call Monitoring EMail Monitoring Pager Data Display Schedule+Monitoring Shared Pager Data Format
Proprietary in Path     ODBC Data Source
Re-scan shared data every 60 minutes
Voice 1 Work Voice 2 Home
OK Cancel Apply Help

This dialog box contains three groups. The first, Shared Pager Data Format, allows you to select the format and location of a shared pager data file. This only applies if you are using multiple copies of PageMaster on a network. Otherwise, the controls in this group can be ignored.

PageMaster can read shared pager data from a file in PageMaster format (proprietary), or from and ODBC database. For more information on using a proprietary format shared pager file, see the <u>Using</u> <u>PageMaster on a Network</u> section of this help file. For more information on ODBC, see the <u>ODBC</u> section of this help file.

The Scan edit box allows you to select how often (in minutes) the shared pager data will be scanned for additions and changes.

The Voice Number Labels group allows you to specify your own custom labels for the two voice numbers that may be associated with each pager.

The Additional Labels group contains one control to allow you to select the label for the additional line of data for each pager.

#### Proprietary

If selected, PageMaster will look for a shared pager data file in PageMaster format on the pathname to the right. If the pathname is blank, PageMaster will not attempt to read a shared pager file. For more information on this pathname and on using PageMaster on a network, see the <u>Using PageMaster on a</u>. <u>Network</u> section of this help file.

## ODBC

If selected, PageMaster will look for a shared pager data on the ODBC data source name to the right. For more information on ODBC, see the <u>ODBC</u> section of this help file.

### Scan Time

This edit box allows you to select how often (in minutes) the shared pager data will be scanned for additions and changes.

#### **ODBC Data Source Name**

This edit control allows you to enter an ODBC data source name for a database that contains a list of shared pagers. For more information on ODBC, see the <u>ODBC</u> section of this help file.

#### Path to Shared Pager Data File

This edit control allows you to enter a pathname for a directory on which a list of shared pagers is located. For more information on this pathname and on using PageMaster on a network, see the <u>Using</u> <u>PageMaster on a Network</u> section of this help file.

## Voice 1 Label

This edit box allows you to enter the label you wish to use for the first voice phone number.

## Voice 2 Label

This edit box allows you to enter the label you wish to use for the second voice phone number.
### Other Label

This edit box allows you to enter the label you wish to use for an additional line of information that can be entered for each pager. For example, you may want to keep track of employee ID numbers for each pager user.

# **Preferences: Call Monitoring Tab**

Preferences					
EMail Monitoring   Pager Data   Display   Schedule+ Monitoring   Manual   Dialing   Logging   Content   Call Monitoring					
Enable Call Monitor paging when monitoring					
Send Call Monitor page after detecting 2 rings					
Delay 20 seconds before sending page					
Page Prefix Line 2 Ring At:					
Highlight Pagers That Should Receive Call Monitor Pages					
OK Cancel Apply Help					

The Call Monitoring Tab allows you to set parameters for the Call Monitoring function.

The check box at the top of the window, if checked, enables Call Monitoring. By checking this box, PageMaster will perform the Call Monitoring function when either the screen saver activates or you enable monitoring without the screen saver.

The options for Call Monitoring allow you to set the number of rings needed to generate a page, the delay between the detection of rings and the sending of the page, and a prefix to identify this as a Call Monitor page.

The delay is important if your system uses only one modem. The delay should be sufficient (180 seconds is the default) so that the calling party can let the line ring for some time (or leave a message an answering machine) before PageMaster attempts to use the line to send the page.

The page that is issued will contain the time at which the phone call was received. The page prefix should be configured so that you know what type of page it is. We suggest using 1\* for numeric pagers (the \* generates a dash on most pagers) and Line Ring at: for alphanumeric pagers. The pages generated for a call at 4:55, using these prefixes, would appear as:

Numeric 1-0455 Alphanumeric Line Ring at: 04:55

If your phone line and modem support Caller ID, the Caller ID information will be sent as well. For example, if someone at the phone number (203) 555-4581 had made the call above, the pages would appear as:

Numeric 1-0455-2035554581

Alphanumeric Line Ring at: 04:55 Caller ID = (203) 555-4581

The list box at the bottom of the window allows you to select pagers to which Call Monitor pages will be sent. For normal use, this would be your pager, but you may select any number of configured pagers. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

Note: You must select at least one pager, otherwise PageMaster will not be able to send any Call Monitor pages.

### **Enable Call Monitoring**

This box, if checked, enables Call Monitoring. By checking this box, PageMaster will monitor for calls when either the screen saver activates or you enable monitoring without the screen saver.

## Rings Needed to Send Page

Enter the number of rings needed to be received (in short proximity) in order for a page to be issued.

### **Delay Before Paging**

Enter the number of seconds to delay between detecting the number of ring and the issuance of the page. If you are using a single modem, this delay is necessary in order to prevent PageMaster from sending the page before the caller has released the line.

### Send Pages to

Use this list box to select the pagers to which Call Monitor pages will be sent. Pagers on this list must be created using the Configure Pager menu item. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

## Page Prefix

Enter the characters that should precede the time value sent for Call Monitor pages. Pages to numeric pagers will only transmit numbers and the asterisk (\*) character. Most numeric pagers will display asterisks as a dash.

# Preferences: EMail Tab

The EMail Tab allows you to set parameters for the Email Paging function.

Preferences X					
Manual Dialing Logging Content Call Monitoring EMail Monitoring Pager Data Display Schedule+ Monitoring					
Enable EMail message paging when monitoring					
Scan the inbox every 1 minutes for new mail					
Mail Name Carbone					
Mail Password ****					
Highlight Pagers That Should Receive EMail Pages Johnson, Robert C. Svec, Todd Test Pager Urso, Joseph A.					
Cancel Apply Help					

The check box at the top of the window, if checked, enables EMail Paging. By checking this box, PageMaster will monitor for EMail messages when either the screen saver activates or you enable monitoring without the screen saver.

The options for EMail Paging allow you to set how often the Inbox is scanned and the password used to log onto the mail system.

The scan time defaults to one minute, which is sufficient for most applications. If you have need to change this, it may be set as desired.

You may optionally enter you mail name and/or password. Neither is required. You need only enter the mailbox name if you wish PageMaster to monitor a mailbox other than the default for your computer. You need only enter a password if one is required for your mailbox and you dont want to be prompted to enter the password when required. If you choose not to enter the password, PageMaster will prompt you for it each time it needs to log onto the mail system. By entering you password in the edit box, PageMaster can supply the information without your attention.

The list box at the bottom of the window allows you to select pagers to which EMail pages will be sent. For normal use, this would be your pager, but you may select any number of configured pagers. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

Note: You must select at least one pager, otherwise PageMaster will not be able to send any EMail pages.

### Enable EMail Monitoring

This box, if checked, enables Email Paging. By checking this box, PageMaster will monitor for Email messages when either the screen saver activates or you enable monitoring without the screen saver.

## Scan Time

Enter the number of minutes PageMaster should wait between scans of the Inbox.

### Mail Name

This edit box allows you to enter the name for the mailbox on the system. You need only enter the mailbox name if you wish PageMaster to monitor a mailbox other than the default for your computer.

### Mail Password

This edit box allows you to enter the password for the mailbox on the system. By entering the password here, PageMaster will be able to log into the mail system without requiring you to enter the password manually.

### Send Pages to

Use this list box to select the pagers to which EMail pages will be sent. Pagers on this list must be created using the Configure Pager menu item. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

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# Using PageMaster on a Network

PageMaster fully supports operation on a network. You can obtain a site-license from Omnitrend to support as many workstations as required.

#### **Network Layout**

Installation and use of PageMaster on a network is straightforward. PageMaster itself may be installed to a file server or separately to each workstation. The procedure for each is outlined below:

#### **Server Installation**

In this scenario, PageMaster is installed only once to a shared directory on a file server. Each workstation can then run the software from this shared directory. The advantage is that updates to PageMaster can be installed quickly simply by replacing the single executable file.

Each workstation can then create an icon in the program manager that points to the PAGEMSTR.EXE file on the shared directory. PageMaster creates local configuration files, so the user should set the working directory to an existing path on the workstation where these files can be stored.

Note: If the WINDOWS\SYSTEM directory is not shared, you will need to provide the file CTL3DV2.DLL (CTL3D32.DLL for Windows NT and Windows 95) to each workstation that will be running the software. This file must then be placed in the WINDOWS\SYSTEM directory of each workstation. This DLL file is installed on the WINDOWS\SYSTEM directory of the server by the PageMaster setup program.

#### **Workstation Installation**

In this scenario, PageMaster is installed separately on each workstation that will use the software. There are no special installation requirements. However, the disadvantage is that in order to update the software, it must be re-installed on each machine separately.

After the installation of PageMaster using one of the scenarios above, it is ready for network use.

#### **Shared Pager List**

PageMaster will allow each workstation to create its own list of pagers. However, one of the advantages to network use is the ability for each workstation to access a common list of pagers.

PageMaster stores pager lists in a file named PAGERS.DAT located in the working directory. However, PageMaster can be configured to look for an additional PAGERS.DAT file in a shared directory. To do this, select Preferences from the <u>Configure</u> menu. Then, select the Pager Data tab on the <u>Preferences</u> dialog box. On this tab, there is an edit box that allows you to enter the path to a shared directory containing a PAGERS.DAT file.

One workstation can be used to create this list of shared pagers. Then, the resulting PAGERS.DAT file can be moved to the shared directory.

PageMaster will display both local and shared pagers on the same list. However, the user will not be able to modify shared pagers. Otherwise, they will be indistinguishable.

Note: One limitation of paging out to shared pagers is that the page count feature (described on the <u>Individual Pager Configuration</u> dialog box) is not available. Page counters may only be used for local pagers.

#### PageMaster/md and PageMaster/ex

A common issue with running PageMaster on the network is the requirement for each machine to have its own modem. One solution is to use a shared modem pool. However, it means that each time a workstation sends a page, it must seize a modem from the pool for its exclusive use.

Omnitrend has devised a better solution. Instead of each workstation sending its pages through a local or pooled modem, the page information is transmitted through the network to PageMaster/md (md short for MAIL DROP) or PageMaster/ex (ex short for Exchange Server).

PageMaster/md is a sister application that processes page requests from each workstation. Typically, PageMaster/md is located on any machine on the network (either a server or a workstation). The workstations send their page requests through the mail system to PageMaster/md. PageMaster/md then batches the page requests and sends them out through its own modem (or a modem in a pool). This provides a much more efficient transport mechanism for the pages.

For example, suppose five workstations simultaneously needed to send a page. If a modem pool were being used, five modems in the pool would be required, and five phone calls would be made.

With PageMaster/md, the five page requests are sent to PageMaster/md, which then batches the page requests and (if all pagers share a common access phone number), all five pages would be sent out with a single phone call.

PageMaster/ex is a paging gateway for Microsoft Exchange server. Like PageMaster/md, it can process page requests from PageMaster. However, PageMaster/ex is specifically designed for Microsoft Exchange Server, and resides on an Exchange Server machine.

For more information on PageMaster/md and PageMaster/ex, contact Omnitrend sales at (860) 678-7679 or refer to our WEB page at http://www.omnitrend.com

# **Call Monitoring**

PageMaster can monitor a telephone line for a specified number of rings. When the number of rings has been received, PageMaster will (after a preset delay), send a page to a specific pager indicating that a phone call has gone unanswered. This is useful if you wish to know if you have received messages on your answering machine or voice mail system. Usually, the number of rings is set to the number required to activate the answering machine or voice mail. Thus, when PageMaster sends you a Call Monitor page, you will know that a caller has left a message (or at the very least, had the opportunity).

If you subscribe to Caller ID on your phone line, and your modem supports Caller ID, PageMaster can also send the Caller ID information. Not only will you know that a call was received, you will also know who called. Refer to the <u>Caller ID Support</u> section of this help file for more information.

Setting up PageMaster for Call Monitoring is simple. Just follow the steps outlined below.

1.) Display the Preferences dialog box by choosing the Preferences menu item from the <u>Configure</u> menu.

- 2.) Choose the Call Monitor tab on the Preferences dialog box.
- 3.) Check the Enable Call Monitoring check box.

4.) Set the desired number of rings, and the delay time. The delay is important if your system uses only one modem. The delay should be sufficient (180 seconds is the default) so that the calling party can let the line ring for some time (or leave a message an answering machine) before PageMaster attempts to use the line to send the page.

5.) If desired, enter a prefix for the Call Monitor page. For numeric pagers, this could be a code number that signifies the page is for a call (such as 1\*). For alphanumeric pagers, you might send Line **Ring at:**.

6.) On the pager list, select the pager to which Call Monitor pages should be sent (typically, *your* pager). Note that more than one pager may be selected if desired.

7.) Choose the OK button to remove the Preferences dialog box.

8.) Display the Modem Configuration dialog box by choosing the Modems menu item from the <u>Configure</u> menu.

9.) Choose the Call Monitor tab on the <u>Modem Configuration</u> dialog box.

10.) Set the port and type of the Call Monitor modem. If you have only one modem in your computer, the parameters should be set to the same parameters as the Paging modem.

11.) Choose the OK button to remove the Modem Configuration dialog box.

PageMaster is now configured for Call Monitoring. The page that is issued will contain the time at which the phone call was received. The page prefix should be configured so that you know what type of page it is. We suggest using 1\* for numeric pagers (the \* generates a dash on most pagers) and Line Ring at: for alphanumeric pagers. The pages generated for a call at 4:55, using these prefixes, would appear as:

Numeric1-0455AlphanumericLine Ring at: 04:55

If your phone line and modem support Caller ID, the Caller ID information will be sent as well. For example, if someone at the phone number (203) 555-4581 had made the call above, the pages would appear as:

 Numeric
 1-0455-2035554581

 Alphanumeric
 Line Ring at: 04:55
 Caller ID = (203) 555-4581

To test the system, manually place PageMaster in monitor mode by selecting Monitor Without Screen Saver from the <u>Action</u> menu. The monitor flag at the bottom of <u>The Main Display</u> should read MONITORING, and the Call Monitor flag should read CALL.

Now, arrange to ring the line to which the Call Monitor is attached. Let the line ring the proper number of times, then hang up. If you are using one modem for paging and call monitoring, you will need to wait for the delay time. Otherwise, the page will be sent out immediately.

If you have difficulty getting Call Monitor paging to work, refer to the <u>Troubleshooting</u> section of this help file.

# **Email Monitoring**

If you use your computer to send and receive Email, PageMaster can monitor you Email inbox for new messages. Email messages can selectively be routed to your pager based on filters. These filters allow you to select which of your messages should be sent to your pager by defining keywords to search for in the From, To, Subject, and Body fields of a message.

PageMaster supports any MAPI-Compliant or VIM-Compliant Email system, including Microsoft Mail, Lotus cc:Mail, Lotus Notes, and Novell GroupWise.

Setting up PageMaster to monitor for Email is simple. Just follow the steps outlined below.

1.) Display the Preferences dialog box by choosing the Preferences menu item from the <u>Configure</u> menu.

2.) Choose the Email tab on the Preferences dialog box.

3.) Check the Enable Email check box.

4.) If desired, enter the password for your mailbox. If you dont enter the password, you will be prompted for it each time you run PageMaster.

5.) On the pager list, select the pager to which Email messages should be sent (typically, *your* pager). Note that more than one pager may be selected if desired.

6.) Choose the OK button to remove the Preferences dialog box.

7.) Chose the Mail Filters menu item from the <u>Configure</u> menu.

8.) The <u>Mail Filters</u> dialog box will appear. For testing purposes, enter a blank filter (a blank filter will pass all Email messages to your pager). To do this, simply leave the controls in the Keywords group blank. Check the three boxes in the Send to Alpha group if you have an alphanumeric pager, or enter the numeral 1 in the Send to Numeric group if you have a numeric pager. Do not change any of the controls in the Delivery Time group.

9.) Choose the OK button to remove the Mail Filters dialog box.

PageMaster is now configured to send your Email messages to your pager. Alphanumeric pagers will receive the From, Subject, and Body of the messages. As much of the message as will fit in a single page will be sent. Later, you may increase this limit to as many pages as desired on the Mail Filters dialog box. For each mail filter you enter, you can set the maximum number of pages that will be sent for each Email message.

Numeric pagers will receive the code number associated with each mail filter. For our test, we have entered the numeral 1, but you could insert any number or series of numbers desired.

To test the system, manually place PageMaster in monitor mode by selecting Monitor Without Screen Saver from the <u>Action</u> menu. The monitor flag at the bottom of <u>The Main Display</u> should read MONITORING, and the Email flag should read MAIL.

Now, send yourself an Email message. Once the message appears in your Inbox, it will take PageMaster up to a minute to begin sending the page.

If you have difficulty getting Email monitoring to work, refer to the <u>Troubleshooting</u> section of this help file.

# **ODBC (Open Database Connectivity)**

PageMaster has the ability to read a list of pagers from an ODBC data source.

#### What is ODBC?

To simplify the process of connecting applications to a wide range of databases, the open database connectivity (ODBC) standard was developed by Microsoft in conjunction with other database manufacturers. ODBC provides a standard and consistent way to access data that is stored within a large number of databases, including Microsoft SQL Server, Microsoft FoxPro®, Microsoft Access, Oracle Corporations ORACLE database, IBM DB2, Informix, Ingres, Gupta SQLBase, and many others. ODBC is a key technology for integrated solutions because it enables applications such as PageMaster to easily access data stored within a wide range of corporate databases.

PageMaster does not include the Windows ODBC extensions. The extensions must be obtained and installed separately before configuring PageMaster to access an ODBC data source.

#### **Creating the Database Table**

To store a pager list for ODBC access, you must first create a table in a database that contains the following fields:

Name	Туре	Description					
UserName	Text	The name of the person using the pager.					
Code	Numeric	A unique number to identify this pager. Must be greater than zero.					
PagerType	Numeric	Set to 0 for numeric pagers, and 1 for alphanumeric pagers.					
GroupName	Text	Name of the group(s) to which this pager belongs. Separate multiple groups with a "/" (e.g. "Business/Personal").					
PhoneNumber	Text	The phone number to be dialed to reach the pager. For alphanumeric pagers, this is the modem number.					
SystemPassword	Text	Password needed to log into paging company (alphanumeric only - leave blank for numeric pagers).					
PagerID	Text	The pager ID number (alphanumeric only - leave blank for numeric pagers).					
MaximumPageLength	Numeric	The maximum number of characters that can be sent in a single page.					
WaitForConnection	Numeric	Number of seconds to wait for a modem connection (alphanumeric only - set to zero for numeric pagers).					
DelayTime	Numeric	Delay (in seconds) after dialing before sending touch-tone message or PIN (numeric only - set to zero for alphanumeric pagers).					
PinDelayTime	Numeric	Delay (in seconds) after sending PIN before sending touch-tone message, (numeric pagers utilizing PIN numbers only - set to zero for alphanumeric pagers or numeric pagers that do not use PINs).					
Separator	Text	Touch-Tone character used to display a dash on a numeric pager; normally an asterisk (numeric only - ignored for alphanumeric pagers).					
VoiceOne	Text	Voice phone number one.					
VoiceTwo	Text	Voice phone number two.					
CustomData	Text	Custom line of data.					
DefaultPageContent	Numeric	Default page content (0=default, 1=prompt, 2=custom).					
CustomMessage	Text	Custom page message.					

Note: All numeric entries must be in integer format.

This table must be named Pager\_List.

Once the table is in place, use the ODBC administrator to create a data source that references the

database. This must be done on each workstation on which PageMaster will be executed.

#### Connecting to the Data Source

The Pager Data tab on the <u>Preferences</u> dialog box contains a group of controls that allows you to specify that the shared pager data file should be read from an ODBC data source. There is also a drop-list that allows you to select the data source name you created.

# **Preferences: Display Tab**

Preferences				×			
Manual Dialing EMail Monitoring F	Logging ager Data	g   Conte Display	nt Call M Schedule+	Monitoring   Monitoring			
r agor zist	Column 1	Column 2	Column 3				
Name	۲	0	0				
Phone Number	0	۲	0				
Pager ID	0	0	0				
Work	0	0	C				
Home	0	0	0				
Other	0	0	0				
Double-Click Action     Edit Pager C Send Page     Taskbar button							
OK	Cancel	Арр	y	Help			

The Display Tab allows you to set your preferences for the paging list on the main display.

The Pager List group contains controls that allow you to select which information will be displayed for each pager. The main display contains a list of pagers composed of three columns. By default, the columns contain (from left to right) the pager name, phone number, and voice 1 number. Using the radio buttons in this group, you can select the data you wish to appear in each column.

Note that the Find control on the main display searches the page list using the information from the leftmost column. By default, this is the pager name. However, if you change the first column to display a different item, the Find command will search on that item instead of the name.

The Double-Click Action group allows you to select what action PageMaster performs when you doubleclick on a pager in the page list. By default, PageMaster will display the <u>Individual Pager Configuration</u> dialog box. However, you can configure PageMaster to send a page to the selected pager instead.

The remaining check box determines how Pagemaster appears on the Windows 95 taskbar. If checked, it appears on the taskbar just as a normal application. If unchecked, it appears as an icon on the system tray (the mini-icons at the right of the taskbar), and its taskbar button is only visible when the window is not minimized.

## Pager List

These controls allow you to select which information will be displayed for each pager. The main display contains a list of pagers composed of three columns. Using the radio buttons in this group, you can select the data you wish to appear in each column.

#### **Taskbar Button**

This check box determines how Pagemaster appears on the Windows 95 taskbar. If checked, it appears on the taskbar just as a normal application. If unchecked, it appears as an icon on the system tray (the mini-icons at the right of the taskbar), and its taskbar button is only visible when the window is not minimized.

## **Double-Click Action**

This group of radio buttons allows you to select what action PageMaster performs when you double-click on a pager in the page list.

# **Schedule+ Reminders**

PageMaster may be configured to monitor for Microsoft Schedule+ (7.0 and higher) reminder alarms, and will issue the reminders to your pager. PageMaster will **not** work with Schedule+ 1.0 that ships with Windows NT and Windows for Workgroups.

When entering appointments in Schedule+, you may set on-screen reminders for a specified time before the appointment. PageMaster will intercept these reminders and send them to your pager.

Setting up PageMaster to monitor for Schedule+ reminders is simple. Just follow the steps outlined below.

1.) Display the Preferences dialog box by choosing the Preferences menu item from the <u>Configure</u> menu.

2.) Choose the Schedule+ tab on the <u>Preferences</u> dialog box.

- 3.) Check the Enable Schedule+ Reminders check box.
- 4.) Enter the User Name for the Schedule+ file you wish to monitor.

5.) If desired, enter a prefix for the Schedule+ reminders page. For numeric pagers, this could be a code number that signifies the page is for a Schedule+ reminder (such as **2**\*). For alphanumeric pagers, you might send **Schedule**:

6.) On the pager list, select the pager to which Schedule+ reminder pages should be sent (typically, *your* pager). Note that more than one pager may be selected if desired.

7.) Choose the OK button to remove the Preferences dialog box.

PageMaster is now configured to send your Schedule+ reminders to your pager. Schedule+ pages are sent at the same time that appointment reminders are scheduled. For alphanumeric pagers, the full text of the appointment is sent. For numeric pagers, the time of the appointment is sent.

To test the system, run Schedule+ and schedule an appointment for 10 minutes from now. When entering the appointment, set a reminder to appear 5 minutes prior to the appointment.

Now, manually place PageMaster in monitor mode by selecting Monitor Without Screen Saver from the <u>Action</u> menu. The monitor flag at the bottom of <u>The Main Display</u> should read MONITORING, and the Schedule+ flag should read S+.

After about five minutes, PageMaster will send the reminder out to your pager.

If you have difficulty getting Schedule+ reminder paging to work, refer to the <u>Troubleshooting</u> section of

this help file.

# Preferences: Schedule+ Tab

Preferences X
Manual Dialing Logging Content Call Monitoring EMail Monitoring Pager Data Display Schedule+ Monitoring
Enable Schedule+ reminder paging when monitoring Scan the schedule every 60 minutes for new reminders
User Name Robert Johnson
Page Prefix Schedule:
Highlight Pagers That Should Receive Schedule+ Reminder Pages
Cancel Apply Help

The Schedule+ Tab allows you to set parameters for the Schedule+ Reminder Paging function.

The check box at the top of the window, if checked, enables Schedule+ Reminder Paging. By checking this box, PageMaster will monitor for Schedule+ Reminders when either the screen saver activates or you enable monitoring without the screen saver.

The options for Schedule+ Reminder Paging allow you to set how often the Schedule is scanned, the user name of the Schedule+ file you wish to monitor, and a prefix to identify this as a Schedule+ Reminder page.

Schedule+ pages are sent at the same time that appointment reminders are scheduled. For alphanumeric pagers, the full text of the appointment is sent. For numeric pagers, the time of the appointment is sent. The page prefix works the same as for Call Monitor pages, and we suggest defaults of 2\* and Schedule: for numeric and alphanumeric pages respectively.

You may also specify how often PageMaster should scan the Schedule+ file for appointments. In most cases, the default value of 60 minutes is appropriate. Note that the Schedule+ file is only scanned when need be; when the screen saver is active or when manual monitoring is selected.

The list box at the bottom of the window allows you to select pagers to which Schedule+ Reminder pages will be sent. For normal use, this would be your pager, but you may select any number of configured pagers. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

Note: You must select at least one pager, otherwise PageMaster will not be able to send any Schedule+ Reminder pages.

### Enable Schedule+ Reminder Monitoring

This box, if checked, enables Schedule+ Reminder Paging. By checking this box, PageMaster will monitor for Schedule+ Reminders when either the screen saver activates or you enable monitoring without the screen saver.

## Scan Time

Enter the number of minutes PageMaster should wait between scans of the Schedule file.

## User Name

Enter the user name of the Schedule+ file you wish to monitor.

## Page Prefix

Enter the characters that should precede the reminder text sent for Schedule+ Reminder pages. Pages to numeric pagers will only transmit numbers and the asterisk (\*) character. Most numeric pagers will display asterisks as a dash.
#### Send Pages to

Use this list box to select the pagers to which Schedule+ Reminder pages will be sent. Pagers on this list must be created using the Configure Pager menu item. The pagers to which the pages will be sent appear highlighted. Clicking on any individual pager will toggle the highlighting for that pager.

# **Configure Groups**

The Configure Groups dialog box allows you to add, delete, rename, or edit pager groups.

Configure Groups	×
Business Customers	<u> </u>
Personal	<u>A</u> dd
	<u>R</u> ename
	<u>D</u> elete
	<u>E</u> dit
I	<u>H</u> elp

This dialog box contains a list of groups that are currently configured. Choosing the Add button allows you to add a new group. You will first be prompted to enter a group name. You will then be presented with a list of pagers. You may click on the pagers to be added to the group.

The Edit button allows you to change which pagers are members of the currently selected group. The Rename button allows you to change the name of the currently selected group. The Delete button will remove the currently selected group.

## Group List

This list box contains the groups that are currently configured.

## Add Button

Choosing this button will add a new group.

## Edit Button

Choosing this button allows you to change which pagers are members of the currently selected group.

## **Rename Button**

Choosing this button allows you to change the name of the currently selected group.

## **Delete Button**

Choosing this button will remove the currently selected group.

# **Error Log**

PageMaster maintains a log of any errors encountered when sending automatic pages (Call Monitor, Schedule+ Reminder, or Email Monitor pages).

The error log filename is ERRORLOG.TXT, and is stored in the PageMaster directory. It may be viewed using the Page Log menu item on the <u>View</u> menu.

The error log lists error codes that were generated when the page was attempted. The error codes are defined as follows:

#### 1 Pager COM Port is not Open

The communications port selected for the modem could not be opened. Check to make sure the COM port setting for the modem is correct, and make sure no other application is using the COM port.

#### 2 Page Canceled

The page was canceled by monitoring being shut off.

#### 3 No Dialtone on Phone Line

The phone line to which the modem is connected is not delivering a dial tone. Check the phone cable connection to the modem.

#### 4 Number is Busy

After the specified number of retries, the phone number used to send the page remains busy.

#### 5 Central Paging does not Answer

There was no answer at the phone number used to send the page. This is most likely due to equipment problems at the paging company.

#### 6 No Response from Modem

The modem is not responding to commands. Check to make sure the COM port setting for the modem is correct.

#### 7 No Response from Central Paging

The central paging service is not responding to the page request. Barring equipment problems at the paging company, this is most often due to an improper modem initialization string.

#### 8 Central Paging not Reporting Ready

The ready signal was not received from the central paging modem. This is most likely due to equipment problems at the paging company.

#### 9 Central Paging not Acknowledging Receipt of Page

The page was sent, but central paging is not acknowledging. This is most likely due to equipment problems at the paging company.

#### 10 Error Writing to Paging Modem COM Port

An error was received when sending characters to the COM port. Check to make sure the COM port setting for the modem is correct.

#### 11 Cannot Log Into Central Paging

An error was encountered when trying to log into the central paging equipment. Barring equipment problems at the paging company, this is most often due to an improper modem initialization string.

#### 12 Did not Receive Go-Ahead from Central Paging

The go-ahead signal was not received from central paging. Barring equipment problems at the paging company, this is most often due to an improper modem initialization string.

#### 13 Paging Central Would not Accept the Page

The page was refused by central paging. This is most often because the number of characters in the page is greater than the maximum number allowed. Try reducing the maximum character limit for the pager.

# **Service Provider Configuration**

The Service Provider Configuration dialog box allows you to configure paging service providers. It is not necessary to configure a service provider in order to send to a pager from the provider. This step is helpful only in cases where you will be adding multiple pagers from the same provider.

Once a service provider is configured, you will be able to select it when entering a new pager. This saves the trouble of typing the phone number and related information each time a new pager is entered.

Service Provider Configuration	×
Configured Services PageNet SkyTel	<u>A</u> dd Edit <u>R</u> emove
<u>O</u> K <u>C</u> ancel	<u>H</u> elp

The Configured Services list displays service providers already entered. Using the Add, Edit, and Remove buttons you may add new services, edit the currently selected service(s), or remove the currently selected service(s) respectively.

More than one service may be selected in the list at the same time. This allows you to remove or edit multiple services. When editing multiple services, only certain data fields will be enabled. Any changes made to a data field will change the data for all of the selected services.

## **Configured Services List**

This list contains the services that have already been configured.

### Edit Button

Choosing this button will bring up a dialog box that allows you to edit the currently selected service(s). When editing multiple services, only certain data fields will be enabled. Any changes made to a data field will change the data for all of the selected services.

## Add Button

Choosing this button will add a new service. A dialog box will appear allowing you to specify the service information.

### Remove Button

Choosing this button will remove the currently selected service(s) from the list.

# **Individual Service Configuration**

The Individual Service Configuration dialog box allows you to set the parameters for a specific service provider.

Individual Service Configuration	×	
Name SkyTel		
Service Type Alphanumeric 💌		
Phone Number 1-800-759-6366		
-Alphanumeric Service Settings		
Wait 60 seconds for connection	<u></u>	
Password	<u>C</u> ancel	
Maximum Page Length 240		
Numeric Service Settings		
Pause 8 seconds after dialing		
Pause 2 seconds after PIN		
Separator ×	<u>H</u> elp	

The first edit control, Name, allows you to enter the name of the service provider. Below the edit box is a drop list that allows you to select the type of service, either numeric or alphanumeric. Below that is the phone number for the paging service.

Additional information for either numeric or alphanumeric pagers are entered into the appropriate group of controls.

#### **Numeric Pagers**

Paging companies support only one method of issuing numeric pages. That is, a number (issued to the pager) is dialed. The paging computer answers the phone and announces its readiness by a tone or by a voice recording. Then, touch-tone signals are sent that correspond to the numbers intended for the pager display.

PageMaster must use this method. Unfortunately, modems do not have the capability to detect the readiness signal. Therefore PageMaster, after dialing the pager number, will pause for a specified number of seconds before sending the touch-tone codes. The edit box in the numeric section of the dialog allows you to change this figure. Eight seconds is usually sufficient, but this figure may need to be customized for the pager.

Some paging companies operate a central telephone number, and issue each pager a unique PIN number. For these systems, PageMaster will dial the number, delay for the specified duration, send the PIN number, delay for another specified duration, then send the display message.

The value in the separator edit box specifies the touch-tone character used to display a dash (-) on the numeric pager display. Most paging companies use the \* key. However, some paging companies use the \* to cancel a page. If this is the case with this pager, this edit box should be cleared so that no separator character is used.

#### **Alphanumeric Pagers**

Alphanumeric pages are much more precise. Paging companies offer a standard answering service, that is, a human operator, that normally takes the paging information. However, all paging companies also offer a direct-dial computer link. PageMaster dials this special number and connects with a standard modem carrier. It can the issue the page as it would any modem data. To accomplish this, PageMaster need the pager ID (PIN) number that must be sent to the paging companys computer. This PIN, along with the direct computer-link phone number, can be obtained from your paging company representative. A few paging companies also require a password.

The wait for connection value specifies how long PageMaster should wait for the paging company computer to answer before retrying. In most cases, the default value of 60 seconds is sufficient. If your phone system requires an unusually long period of time to complete a call, you may need to increase this value.

The password edit control allows you to enter the password (if required) used by your paging company. Most do not require passwords, so this control can usually be left blank. If you are not sure if a password is required, contact your paging company representative.

The maximum page length value specifies the maximum number of characters the paging company allows for a single page. This usually varies from 80 to 240 characters. Your paging company should be able to supply you with this value. Otherwise, use the default of 80 characters. All paging companies support at least 80 characters per page. If you attempt to send a page message greater than the allowable length, PageMaster will split the message into multiple pages of acceptable size.

#### Name

This edit box allows you to enter the name of the paging service.

## Pager Type

This drop list selects the paging service type, either numeric or alphanumeric.

#### Pause Time

The value in this edit box specifies the amount of time PageMaster should delay, after dialing, before sending the touch-tone codes that comprise the numeric pager message (or PIN number for numeric pagers that utilize a PIN).

#### PIN Pause Time

The value in this edit box specifies the amount of time PageMaster should delay, after dialing and sending the PIN number, before sending the touch-tone codes that comprise the numeric pager message. This value only applies to numeric pagers that utilize a PIN number.

#### Separator

The value in this edit box specifies the touch-tone character used to display a dash (-) on the pager display. Most paging companies use the \* key. However, some paging companies use the \* to cancel a page. If this is the case with this pager, this edit box should be cleared so that no separator character is used.

#### Wait for Connection

The value in this edit box specifies the amount of time PageMaster should wait, after dialing, for a modem carrier to be received from the paging company.

### Password

This edit control allows you to enter the password (if required) used by your paging company. Most do not require passwords, so this control can usually be left blank.

#### **Maximum Page Length**

The value in this edit box specifies the maximum number of characters the paging company allows for a single page. This usually varies from 80 to 240 characters. Your paging company should be able to supply you with this value. Otherwise, use the default of 80 characters. All paging companies support at least 80 characters per page.

## Phone Number

Specifies the phone number that must be dialed in order to send a page to this service.