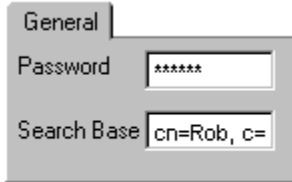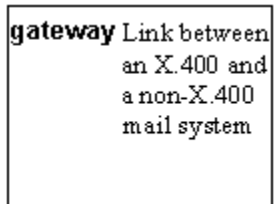# Contents

Click one of the graphics shown below to display help on that area:

Overview   **Configuration**

gateway Link between
        an X.400 and
        a non-X.400
        mail system

Address Book   **Glossary**

Overview

Use the Simple Internet Address Book Provider to access the <u>Internet Directory</u> from within Lotus Mail. Once you have set up Lotus Mail to use the Simple Internet Address Book Provider, you can search for mail addresses in any Internet Directory.

This help file describes how to configure the Simple Internet Address Book Provider to work with Lotus Mail.

You must have installed:

• The MAPI Subsystem version 1.0

• Lotus Mail

• TCP/IP software that supports Windows sockets, for example, Microsoft TCP/IP

• The Address Book Provider included with this release. If you have installed a 16-bit version of Lotus Mail, you must install the 16-bit version of the Address Book Provider. If you have installed a 32-bit version of Lotus Mail, you must install the 32-bit version of the Address Book Provider.

If you have installed all elements, see <u>Configuring the Address Book Provider</u> to set up Lotus Mail to use the Address Book Provider.

To search for mail addresses in the Internet Directory see <u>Retrieving a Mail Address</u>.

Configuring the Address Book Provider

The Simple Internet Address Book Provider can be configured in two ways:

- Run Control Panel and double-click on the Mail and Fax icon at any time to change the settings.
- In Lotus Mail, choose **File-Tools-Services** and make changes to the settings.

Use the following steps to add the new service to your profile:

1. Open Control Panel
2. Double-click **Mail**
3. Select **Lotus Mail Internet Transport**
4. Click **Show Profiles**
5. Select **Profile**
6. Click **Properties**
7. Click **Add**
8. Select **Internet Directory Access** in **Available information services**.
9. Click **OK**.
10. Enter information in the Simple Internet Address Book Configuration dialog. See <u>Simple Internet Address Book Configuration</u> for help on what information is entered in this dialog.

Retrieving a Mail Address

There are two ways to retrieve an address using the Simple Internet Address Book Provider:

- ## From the To field:

1. From the Lotus Mail Mailbox, choose **Create-Message**.
2. Enter a name in the address box. The address book is searched for this name when you move off the address box or click elsewhere on the screen.

If only one name matches the text entered, the name is automatically entered into the address box.

If more than one name matches the text entered,you'll see a dialog with all matching address book entries. Select the name you want.

- ## From the Address Book:

1. From the Lotus Mail Mailbox, choose **Create-Message**.
2. Choose **Actions-Address**.
3. Click **Find** in the Address Book dialog. The following dialog is displayed (This screen shot contains sample text.):
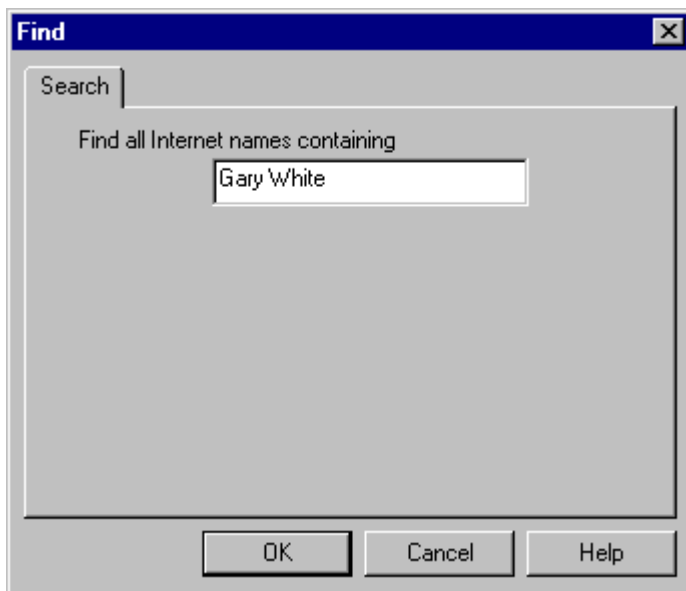
4.
5. Enter the name of the person you want to search for, or as much of the name as you know.

You'll see matching names in the Address Book dialog. To view details of a person, click **Properties**

You'll see the following dialog:

Gary White Properties

Mail Details

Display Name	Gary White
Email Address	gary.white@bj.co.uk
Address Type	SMTP
Additional Information	Gary White
Distinguished Name	cn=Gary White, cn=sp

Add to: Personal Address Book   <<   >>

OK   Cancel   Apply   Help

Find

Use this dialog to find an entry in the Internet Directory

Enter the name of the person you want to search for or as much of the name as you know.

Internet Directory Entry Properties

This dialog provides details about an Internet Directory entry. Click on a part of the screen below for further help:

Gary White Properties ☒

Mail Details

Display Name
Gary White

Email Address
gary.white@bj.co.uk

Address Type
SMTP

Additional Information
Gary White

Distinguished Name
cn=Gary White, cn=sp

Add to: Personal Address Book   << >>

OK   Cancel   Apply   Help

Display Name

The Display Name is created from either:

- The common name of the person
- Another attribute that has been specified by the administrator, e.g. the lastname attribute **sn**

E-mail Address

The e-mail address of the person.

Address Type
The type of e-mail address. This will generally be SMTP, but could take other values such as X400 or CCMAIL.

Additional Information

The additional information field contains the contents of one attribute from the matching entry in the Internet Directory. Your administrator defines which attribute is used for this field.   An example attribute is **telephoneNumber**.

Distinguished Name

The Distinguished Name of the person.   This name uniquely identifies someone across all Internet Directories.   For more information on the format of this field, see Distinguished Names.

Add to Personal Address Book

Adds the currently displayed entry to the Personal Address Book.

Browse Address Book

Use the left and right buttons to move through the entries returned by a search of the Internet Directory.

OK Button

Saves changes made in the dialog and closes the dialog.

Cancel Button

Abandons changes made in the dialog and closes the dialog.

Apply Button

Saves changes made in the dialog without closing the dialog.

Help Button

Displays help for the current dialog.
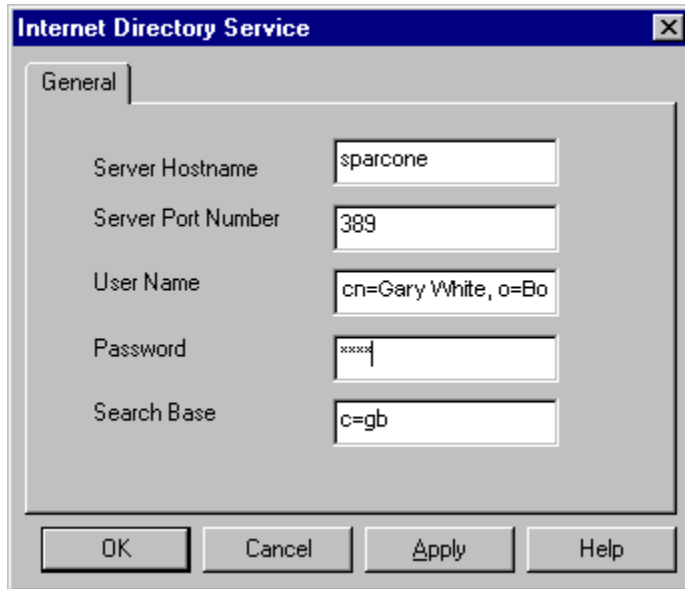
Configuring Address Book Search Order

If you have more than one address book available, you can specify in what order the address books are searched.

To specify the address book order, follow these steps:

1. Choose the **Mail and Fax** from Control Panel.

1. Click the **Addressing** tab.

1. Change the order of the address books displayed "When sending mail, check names using these address lists in the following order" by using the arrows at the side of the dialog.

Simple Internet Address Book Provider Configuration

Click any field on the dialog for further help.

Internet Directory Service

General

Server Hostname	sparcone
Server Port Number	389
User Name	cn=Gary White, o=Bo
Password	xxxx
Search Base	c=gb

OK   Cancel   Apply   Help

Server Hostname

The machine where the LDAP server is running.

Replace the default text:

`ldap.bigfoot.com`

with either a host name, for example,

`sparcone`

or an IP address, for example,

`194.74.32.8`

Note: You need to configure WinSock to use a Domain Name Server (DNS) in order to specify a host name.   Consult your Network adminstrator for details on doing this.

Server Port Number

This defines what port number the LDAP server is listening on. The default value of 389 is generally used.

Your mail administrator can supply this value.

User Name

The distinguished name of the directory user. Some <u>LDAP</u> servers allow un-authenticated or anonymous user access.   Remove all text from this field if you want to bind to the Directory as an anonymous user.

If you wish to bind to the Directory as a specific user, edit the default text:

```
cn= ,o= ,c=
```

Enter the attributes of the DN you want to bind as. The DN should be in the following format:

```
attribute=value {,attribute=value} {,attribute=value} ……
```

Ask your mail administrator if you do not know the format of the DN you log in with.

See Also:

<u>Distinguished Names</u> for an explanation of DNs.

<u>Anonymous and Named Binding</u> for a description of the difference between binding as an anonymous user and binding as a named user.

Password

Enter the password to bind to the Directory. Consult your mail administrator to find out the password. When you enter the password, only asterisks appear so that no one can see the password you enter. This password is saved in your profile.

If you are binding as an anonymous user remove any asterisks from this box, as a password is not required.

See Also:

Anonymous and Named Binding for a description of the difference between binding as an anonymous user and binding as a named user.

Search Base

Enter the Distinguished Name(DN) of the entry where you want to begin the search. The search will be carried out on all objects at and below the specified entry.

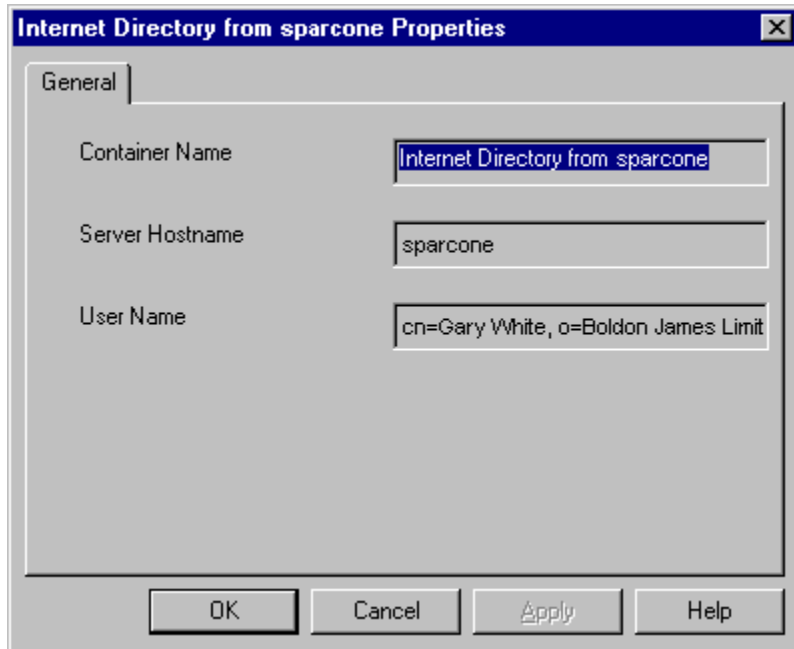An example search base:

```
o=Lotus, c=us
```

See Also:

Distinguished Names for an explanation of DNs.

Internet Directory Container Details

To view the Internet Directory Container Details, follow these steps:

1. Choose **Window-Address Book**.

2. Select an Address Book from the list.

3. Choose **File-Properties**.

The following dialog is displayed (click a field for more information):

Internet Directory from sparcone Properties	☒

General

Container Name	Internet Directory from sparcone
Server Hostname	sparcone
User Name	cn=Gary White, o=Boldon James Limit

OK	Cancel	Apply	Help

Container Name

The name of the container used to hold the Internet Directory.

Server Hostname

The name or address of the server where the Internet Directory is located.

User Name

The name of the user who has connected to the Internet Directory.

Lightweight Directory Access Protocol (LDAP)

LDAP is a protocol that provides access to the <u>Internet Directory</u>.

For further information, refer to RFC1777 document.   This Request-For-Comments document is freely available on the Internet.

Format of Distinguished Names

A Distinguished Name (DN) is a path that gives the location of an entry in the Directory or a branch of the Directory. For example, the following DN gives the location of the entry for Fred Smith:

```
cn=Fred Smith, ou=Support Dept, o=Lotus, c=us
```

The following DN gives the location of the branch of the Directory containing all entries for the Lotus organization:

```
o=Lotus, c=us
```

The DN is always expressed as a path from the root of the Directory The root is the highest level of the Directory.

Anonymous and Named Binding

If you bind to the Directory as an anonymous user, you can access only a limited area of the Directory. Generally, most users bind to the Directory as anonymous users.

The way you bind to the Directory governs your access rights and what parts of the Directory you can retrieve information from.

Glossary

This glossary contains an alphabetic list of all the terms introduced in this help file. Click a word to see its definition.

Attribute
Country
Distinguished Name (DN)
Entry
Internet Directory
Lightweight Directory Access Protocol (LDAP)
Object
Object Class
Organization
Organizational Unit
Person
Role
Relative Distinguished Name (RDN)

Attribute

An attribute is a holder for a single piece of information. For example, the attribute `surname` is used to hold the surname of a person. Each <u>entry</u> in the Internet Directory is made up of a list of attributes.   The attributes relevant to you are determined by your Internet Directory site administrator.

Country

An object that is specifically used for storing information on a country, for example, GB(Great Britain). This object contains attributes that describe the country.

Internet Directory

An Internet Directory is a storage place for information.   It can contain information on any type of item, for example, countries, organization, departments, locations and people. You can query the Internet Directory to retrieve information about people, organizations, and so on.   Typically Internet Directories are used to find anyone's address in the world or find addresses in a corporate-wide directory.

LDAP is the protocol used by the address book for searching the Internet Directory.

See Also:

Attribute
Entry

Distinguished Name (DN)

A name for an object based on the unique path through the Internet Directory from the root to the object's entry in the Directory, for example:

```
cn=Fred Smith, ou=Support Dept, o=Lotus, c=us
```

See Also:

Format of Distinguished Names

Entry

An item stored in the Internet Directory. There are different types of entries, for example, an entry to describe a country, organization, department, group, or person. Each item is made up of a number of attributes.

Object

An object is used to store information in the Directory. An object has a list of *attributes*.   Each attribute stores one piece of information. The attributes and their types are defined by the *object class*.

Object Class

The definition used when creating *objects* in the Directory. An object class defines all the attributes, their type, and any limits (for example, an integer may only be valid if positive).

Organization

An object that is specifically used for storing information on an organization (or company), for example, Lotus Development. This will usually have a number of *organizational units* associated with it such as support, sales, development.

Organizational Unit/Department

A type of entry that is specifically used for storing information on an organizational unit, for example, Accounts. This is a section of an organization and can represent a department or any group of people.

Person

A type of entry that is specifically used for storing information on a person, for example, Pete Jones.

Role

A type of entry that is specifically used for storing information on a role or job, for example, Sales Manager.

Relative Distinguished Name (RDN)

A <u>Distinguished Name (DN)</u> consists of object (type, value) pairs known as Relative Distinguished Names.   In the example,

```
cn=Fred Smith, ou=Support Dept, o=Lotus, c=us
```

the object pair

```
cn=Fred Smith
```

is a relative distinguished name.