

Getting Started with Pronto Mail Professional Edition

Introduction:

Welcome to **Pronto Mail Professional Edition**, a powerful and user-friendly Microsoft Windows 95 and Windows NT Internet messaging application.

Pronto is designed to support the most demanding home and business users, enabling you to automatically file, forward, and reply to messages with an easy-to-use rules engine. You can do most of your mail processing off-line -- saving connect time and giving you greater convenience. **Pronto** supports automatic recognition and coloring of E-Mail addresses and World Wide Web URL's found in a message text. Other features include enhanced message searching and spell-checking facilities, as well as an Address Books Manager that can handle multiple address books and support distribution lists.

Required Mail Server Information:

1. POP3 server Internet address (for mail retrieval)
2. SMTP server Internet address (for sending mail)

Software Requirements:

1. MS Windows 95 or MS Windows NT 3.51 and above.
2. 32-Bit Winsock 1.1 (or higher) compliant networking environment (normally any 32-Bit TCP/IP stack).

Installing Pronto:

From the Explorer (or File Manager) window:

1. Select the drive and directory where you have the installation files.
2. Double click the **SETUP.EXE** icon. This initiates the **Pronto** setup application.
3. Follow the instructions given by the setup procedure.

After installation is complete, a **Pronto** shortcut is created on the desktop and in your Start Menu Programs folder.

Running Pronto Mail:

Double click on the **Pronto** icon in the newly created **Pronto** shortcut on your desktop or choose **Pronto** from the Programs group in your Start menu.

Entering Mailbox Settings:

To set Pronto for receiving and sending messages properly, select the **On-Line | Mailbox setting...** menu item. Through a series of dialogs, enter your E-Mail account User ID (Host Login), password and your mail server address (as an Internet domain name or as an IP address). Entering your password is optional. If entered, it is stored encrypted, so that you do not have to enter your password each time you login to the server. You can later change your setup, if necessary. The "Advanced" setup information is optional.

New and Advanced Features:

E-Mail and URL Recognition

With **Pronto** you simply double-click on an e-mail address in a mail message to add it to your address book and/or double-click on a web site address in a mail message to open your web browser at that address.

Multilingual Spell Checker

Pronto provides a multilingual spell checker and enables you to download dictionaries from the Internet.

Searching for Messages

Pronto provides two new powerful search tools to enable you to find messages according to specified text strings and/or other criteria. A quick incremental headers search enables you to find messages quickly in the active folder and the *Search Message* option enables you to search for messages across folders and sub-folders.

Address Books Manager

Pronto can handle multiple address books and support distribution lists.

For further information on the above features, please refer to the **New Features** section of the on-line help.

Copying, Moving and Deleting Messages

You can use drag and drop to move or copy messages from one folder to another.

To copy the messages instead of moving them, press the <Ctrl> button during this operation.

Using Pronto Mail as a MAPI Server

Pronto may be used as a MAPI server, enabling you to send mail from any mail-enabled 32-Bit application. In order to use **Pronto** as your MAPI server, select "Use Pronto as a MAPI server" in the Options dialog found in the Tools menu.

Using Attachments

Click the right mouse button in order to get a pop-up menu that allows you to open, save, quick view, extract, and play sound or print the attachment. The options available from the right mouse button pop-up menu vary, according to the type of attached file and are the same as the options available from the right mouse button pop-up menu in the Windows 95 Explorer.

Rules Engine

With the **Pronto** Rules-Engine, you can automatically copy, move, delete, forward or reply to messages according to pre-defined message attributes.

Getting Help:

For mailbox settings and Internet connection issues please contact your Internet Service Provider.

The on-line help provides all the information need for using **Pronto Mail Professional Edition**. If you encounter a problem, please refer to the **Troubleshooting** section in the help file, (you can find the help file under the *Help* menu).

If you have further questions or if you cannot find a solution to your problem in the on-line documentation, call CommTouch Technical Support at 408-746-0308.