

Guide

This section is a mini-tutorial for Communicate Lite. It contains sections that discuss:

- Running the Demo
- Calling an Online Service
- Transferring Files

Communicate is conveniently laid out so that each service or person you wish to call is saved in a special file called a "session." A session file can be used to call a BBS, such as CompuServe or GEnie, to connect to another Macintosh running Communicate, or for other, more complicated applications.

Note: This demo will allow you to create, but not save or open, session documents.

Running the Demo

Once you have completed the installation instructions in the previous section, begin the application by double clicking on the Communicate icon. When the Communicate application begins, you will be in a new, untitled, session.

In the upper right hand corner of the Session window you will see the three default tools which you placed in the Extensions folder (in the System folder) when you installed Communicate. You must configure each tool before you can begin the Session.

Consult the figure below for a detailed breakdown of each of the components of the Session Window. Most of these features will be explained in this section.

Dialing a BBS

Computer Bulletin Boards (BBS) have revolutionized both home and business computing. By logging on to a BBS, you can have access to enormous libraries of files, countless business and educational resources, conversations with people from around the world and even computerized shopping malls.

Configuring the Tools

This section will explain how to set up your communications tools to call, transfer files and interact with a BBS.

The Apple Modem Tool

The Apple Modem Tool is the tool your Macintosh will use to connect to the host computer.

- Select "Connection..." from the settings menu, or click on the name of the tool in the upper right hand corner of the Session screen. Along the left hand side of the configuration dialog is a section labeled "When dialing."

Simply enter the phone number you wish to call. Remember to enter every number you would dial if you were dialing manually.

Tip: If you leave the phone number blank, you will be asked to enter a phone number each time you attempt to "connect".

- If the "Redial" box is checked, your Macintosh will automatically redial when it encounters a busy signal or when there is no answer. Enter the number of times you wish to have your Macintosh retry, and how often.
- Select from the "Dial" menu to specify what type of phone service you have. The Apple Modem Tool supports tone, pulse, and mixed dialing.

Next, select the type of modem you will be using from the "Modem:" popup menu.

If you are not sure, select "Hayes-Compatible Modem".

Tip: You can create your own modem types via the "Custom" or "Modify this menu" choices, but you will need to have detailed knowledge of your modem.

Next, move to the opposite side of the Apple Modem Tool screen to set the Port Settings. You will need to know the Port Settings which the BBS you are calling uses in order to successfully connect with it. The default settings illustrated below are generally accepted and will likely work with most Bulletin Boards, but if you have problems connecting you should consult the operator of the service.

Note: When you select a modem type from the Modem popup, default values will be provided for some of the port settings.

- The Baud Rate is the speed at which data is transferred to the modem. Most modems will communicate at 2400 baud, but many are capable of communicating at much higher speeds. Many Bulletin Boards have a special phone number for modems communicating at speeds higher than 2400 baud. We suggest leaving the Baud Rate at 2400 until you are sure of the speed of the service you wish to call. If you wish to change the Baud Rate, simply click the Baud Rate popup menu and select the

appropriate speed.

Finally, at the bottom of the Port Settings portion of the dialog, you need to click on the icon which matches the port to which your modem is connected. Simply click on the appropriate icon.

When you have finished configuring the Apple Modem Tool, click OK to continue.

Selecting the Terminal Tool

Select "Terminal..." from the settings menu, or click on the VT102 tool in the upper right hand corner of the Session Menu to view the VT102 Tool screen. For the most part, we recommend that you do not make any changes to this tool, however there is one aspect worth mentioning.

If you notice that you cannot see the characters which you type on your monitor, click on the "Local Echo" box. Similarly, if you see double letters (lIiIkkee tthhiiss), click off the "Local Echo" box. Aside from Local Echo, most systems will understand the default settings of this tool.

Note:

Depending on the display, you might want to click the "Swap Backspace and Delete" box.

Selecting the File Transfer Tool

Select "File Transfer..." from the settings menu, or click on "XMODEM Tool" in the upper right hand corner of the Session Menu to view the XMODEM Tool screen. Like the VT102 Tool, we recommend that you do not make any changes to this tool. Most systems will understand the default settings of this tool.

Selecting a Receive Folder

Before you download a file from a BBS, you should create or select a folder on your Macintosh where files and information which you download from the BBS will be stored.

- Select “Folder to Receive Files...” from the Settings menu. A dialog similar to the one below will appear.

o choose a folder to receive transferred files, simply click on the folder of your choice. Alternatively, should you wish to create a new folder to receive transferred files, you can click on the “New Folder” option.

Note:

If you download a file without having a receive folder selected, the file will be stored in the same folder that the Communicate application is in.

Connecting to the BBS

Now that you have configured the tools and selected a folder in which to receive files, you are ready to call a BBS.

Simply click on the Connect icon and your modem will automatically dial the phone number you entered and attempt to establish a connection with the remote computer.

Two things will happen as soon as you are connected:

1. You will hear a voice say, “Connected,” and
2. The elapsed timer will begin keeping track of the length of your call.

ou are now “Connected.” Communicate will automatically keep track of the length of your call. You can also change the display to show the current date or time.

Ending the Call

ost Bulletin Boards provide you with a way to terminate the connection. Follow the Bulletin Board’s logout procedure and then click on the Disconnect icon to hang up the phone.

Downloading a File

This section describes how to use Communicate to download a file.

Note:

One of the steps in downloading a file from a Bulletin Board is to inform the BBS which file you would like to receive. Suffice it to say that every BBS is different, and you must know how to tell the BBS to do this. If you do not know how to prepare a file to be downloaded, contact the system operator.

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Connect to a service.

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Once you are connected, tell the service which file you wish to download and do whatever is necessary to instruct the service that you wish to download the file.

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When the service is ready to send the file, click on the Receive icon in the Tool Bar, or select Receive from the Session menu.

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The following screen will appear while the file is being transferred:

- When the transfer is complete, the status window will disappear, you will hear a voice

say "Transfer Complete", and the file will be located in the folder which you specified earlier.

Summary

This concludes your guide to Communicate Lite. Explore this demo, making use of Balloon Help and your curiosity. A complete reference and a more detailed tutorial are included in the Communicate Lite User's Guide.

To receive your copy of Communicate Lite, simply call the toll-free number, or complete the order form and send it via fax, electronic mail, or postal mail.