

## Introduction

The ICQ ActiveList Invitation Plugin allows you to send and receive the details of ICQ ActiveList(s) that you and your friends or associates are participants of and easily join the ICQ ActiveList(s). The ICQ ActiveList Registration Wizard appears as soon as you accept the invitation, and there you may choose to add the list to your ICQ ActiveList Window or just view the information on that ICQ ActiveList.

Configure your ICQ ActiveList Invitation preferences, to alert you of incoming invitations by an accompanied sound to the flashing ICQ ActiveList Invitation  icon.

See: [Configuring Preferences ICQ ActiveList Invitation](#)

See: [Sending an ICQ ActiveList Invitation](#)

See: [Receiving and Responding to an ICQ ActiveList Invitation](#)

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## Configuring Preferences

You may configure the settings of the ICQ ActiveList Invitation Plugin in your Owner Preferences.

### To configure the ICQ ActiveList Invitation Plugin in your Owner Preferences:

1. Click on the **ICQ** button in your ICQ Window.
2. Select **Preferences** to display the **Owner Preferences For: [User]** dialog.
3. Select **ICQ ActiveList Invitation** to configure your **ICQ ActiveList Invitation** settings.
4. Choose from the following options.
  - Check the **Play Sound** box to set ICQ to play a sound every time you receive a voice message.
  - Click on the **Play**  button to hear the sound that will play. Press the  button to select another sound from another directory on your hard disk.
  - Select the **Set ICQ to display a response dialog** radio button to set ICQ to display a response dialog every time you receive an ICQ ActiveList Invitation.
  - Select **ICQ ActiveList Invitation** and click on the **Remove** button to disable the ICQ ActiveList Invitation plugin. Click on the **Restore** button to restore a disabled ICQ ActiveList Plugin.

### To add the ICQ ActiveList Invitation if you have removed it:

1. Click on the **ICQ** button in your ICQ Window.
2. Select **Preferences** to display the **Owner Preferences For: [User]** dialog.
3. Select **ICQ ActiveList Invitation**.
4. Click on the **Add** button to import a plugin from another directory on your computer.

**Tip:** You may need to go offline and then online again in order to activate the change.

### To reactivate a disabled ICQ ActiveList Invitation Plugin:

1. Click on the **ICQ** button in your ICQ Window.
2. Select **Preferences** to display the **Owner Preferences For: [User]** dialog.
3. Select **ICQ ActiveList Invitation**.
4. Click on the **Restore** button.

**Tip:** You may need to go offline and then online again in order to activate the change.

### To disable the ICQ ActiveList Invitation Plugin:

1. Click on the **ICQ** button in your ICQ Window.
2. Select **Preferences** to display the **Owner Preferences For: [User]** dialog.
3. Select **ICQ ActiveList Invitation**.
4. Click on the **Remove** button.

**Tip:** You may need to go offline and then online again in order to activate the change.

**Caution!** By downloading, installing, activating or using any software component for ICQ (“ICQ Plugin”) developed or provided by third parties, you may be subject to various immediate and long-term risks and may cause extreme damage to your system. If you do not wish to be subjected to these risks, you are strongly advised not to activate or use any ICQ Plugin that was developed or provided by third parties.

To review the list of ICQ Plugins developed by ICQ Inc., please refer to the ICQ Plugins Center available at <http://www.icq.com/plugins>.

See: [Sending an ICQ ActiveList Invitation](#)

See: [Receiving and Responding to an ICQ ActiveList Invitation](#)

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## Sending an ICQ ActiveList Invitation

Invite your friends or associates to join ICQ ActiveLists that you participate in, and enjoy using the ICQ ActiveList feature. You need to be a participant in the ICQ ActiveLists that you are sending, in order to invite other users to join these lists.

### To send an ICQ ActiveList Invitation:

1. Click on a user name on your Contact List to whom you wish to send an ICQ ActiveList Invitation and select **ICQ ActiveList Invitation** under the **Plugins for ICQ** heading. Alternatively, from your ICQ ActiveList Window, right-click on an ICQ ActiveList and select **ICQ ActiveList Invitation**.
2. Check the box of the ICQ ActiveList(s) that you want invite the user to join.
3. From the list of Contacts on the right pane, select the user or users that you want to send the ICQ ActiveList(s) invitation. If you have accessed the ICQ ActiveList Invitation from your Contact List, you may add more recipients by clicking on the **More** button, then on the **Multiple Recipients** button and then selecting the users that you want to invite.
4. Click on the **Send** button.

See: [Receiving and Responding to an ICQ ActiveList Invitation](#)

See: [Configuring Preferences ICQ ActiveList Invitation](#)

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## Receiving an ICQ ActiveList Invitation

When you receive an ICQ ActiveList Invitation from a user on your Contact List, a flashing ICQ **ActiveList Invitation**  icon will appear next to the sender's name on your Contact List.

### To receive an ICQ ActiveList Invitation:

1. Double-click on the flashing ICQ ActiveList Invitation  icon. Alternatively, click on the icon and select **Receive**.
2. Choose from the following options.
  - Click on the **Reply** button to choose from a number of options to reply to the sender.
  - Click on the Preferences button to configure the preferences for this plugin or any other plugin. See the [ICQ ActiveList Invitation-Configuring Preferences](#) section.
  - Highlight the ICQ ActiveList that you want to add to your list and click on the **Add an ICQ ActiveList** button.
3. You have the following options.
  - Click on the **More List's Info** button to view more information on the ICQ ActiveList. Alternatively, right-click on the selected list and choose ActiveList Info.  
View details on the specific ICQ ActiveList by choosing the Main, More and Owner tabs.  
Click on the **Update** button for updated details, or click on the **Cancel** button to go back to the ICQ Directory dialog.  
**Please note:** ICQ ActiveLists are created, managed and controlled by the ICQ users and for the ICQ users. ICQ Inc. does not review, control, examine, verify or endorse any of the ICQ ActiveLists.
  - Click on the **Add List** button, or right-click on the ICQ ActiveList and select **Add List** to add the ICQ ActiveList to your Window. Click **OK**. Choose from the following options.

**Note:** These options are made available only if the ICQ ActiveList is online when you try to join it. If the ICQ ActiveList is offline, you will receive these options when you click on the ICQ ActiveList in your ICQ ActiveList Window when the ICQ ActiveList is online.

1. Click the **Request List Membership** radio  button to become a member in the ICQ ActiveList. You will be listed on the ICQ ActiveList Contacts Window as a member and other participants will see your name on their Window each time they connect to the list. The events will be stored in your ICQ Message Archive.
1. Click the **Login as a Guest only** radio  button to become a list guest. You will only appear on this ICQ ActiveList as a one time participant. Each time you connect to the ICQ ActiveList, you will have to join again. The events will not be stored in your ICQ Message Archive.
1. Click the **I'm Already a Member** radio  button if you have already joined this particular ICQ ActiveList as a member in the past.

If authorization is not required by the ICQ ActiveList owner/administrator, you will be added immediately and the ICQ ActiveList will appear on your ICQ ActiveList Window. If authorization is required, you will be added to this ICQ ActiveList only after your authorization request will be approved by the ICQ ActiveList owner/administrator. Follow the *To request authorization* instructions at the bottom of this page.

**Please note:** ICQ ActiveLists are created, managed and controlled by ICQ users and for ICQ users. The information and material available on or through ICQ ActiveLists are not reviewed, controlled, examined, verified or endorsed by ICQ Inc. in any way.

By joining an ICQ ActiveList, you may be subject to various security and privacy risks, including providing participants of that ICQ ActiveList as well as other users with information pertaining to your usage of that ICQ ActiveList.

During the time your ICQ software is connected to any ICQ ActiveList, its participants as well as other users may be aware of your ICQ# online status, even if you chose to be in an Invisible (Privacy) Mode or chose to activate an Invisible (Privacy) mode with respect to certain users.

**Also please note:** Joining an ICQ ActiveList will enable its participants as well as other users to view your IP address.

- Click on the **Next** button.
- Check the **Auto connect to list when its online** box, to automatically connect to the list when it is online.

- Click on the **Done** button.
- Click on the **Back** button to return to the previous dialog.
- Click on the **Next** button to search for more lists. Choose from the following options.  
Click the **Yes, show we how** radio button to search for more ICQ ActiveLists.  
Click the **No, I will add more later** radio button to close the dialog.

**To request authorization in order to join an ICQ ActiveList:**

1. In the **Join List-Authorization required** dialog, enter the reason that you want to join the list in the dialog field. (Optional).
2. Click on the **Next** button.
3. Check the **Auto Connect to List** box to automatically connect to list upon ICQ connection.

The ICQ ActiveList appears in your ICQ ActiveList Window under the heading **Awaiting Authorization**.

You may receive one of a number of responses from the ICQ ActiveList Owner/Administrator, either authorizing your request or denying authorization. If you are denied, you may re-request authorization, by right-clicking the ICQ ActiveList and selecting **Ask Authorization**.

See: [Configuring Preferences ICQ ActiveList Invitation](#)

See: [Sending an ICQ ActiveList Invitation](#)

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