Alert Modes - Introduction

Online Alerts are sounds and icons that notify you each time a user on your Contact List logs online and each time you receive an event. You may use the default ICQ alerts or you may configure your own.

- See Alert Modes—Incoming Events Alerts to configure the alert sounds for incoming events form each user on your Contact List.
- See Alert Modes—User Identification Sounds to configure a user identification sound to notify you of incoming events from individual users.
- See Alert Modes—Online Alerts to configure the alert settings for each time a user on your Contact List logs online.

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Alert Modes - Incoming Events Alerts

Configuring Incoming Events Alerts

You may configure alert sounds for incoming events from each user on your Contact List. You may configure a different sound for each event and then apply that to each user (so every incoming message from all users, for example, will have the same Alert sound). Alternatively, you may use the same sound for every event from a particular user. Or, you may configure any combination of Alert sounds for only certain users. And of course, you may leave the default settings for any or all of the users on your Contact List.

To configure sounds for incoming events from a specific user:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.

2. Click on the **Alert** tab.

3. Click on the **Setup Personal User Sounds** button to display the **Sound Config for [User]** dialog.   Configure sounds for each event for the selected user.

4. Choose from the following options.

   - If you wish to change the ICQ default sound for any of the incoming events from the selected user, place a check mark in the box for the relevant event.

   - Click on the **Select** button to choose an alternative sound from your sound files.

   - Click on the **Test** button to hear the sound you have chosen for the selected incoming event for that user.

   - Check the **"Use the same sound file for all events"** box if you wish to use the same sound file for all incoming events from that particular user. Then check the **General** box and click on the **Select** button to choose a sound. You may click on the **Test** button to hear your selection.

5. Click on the **OK** button to set your configurations, or click on the **Cancel** button to return the **[User] Alert/Accept Settings** to the dialog without saving.

6. Click on the **Apply** button to save your changes, or click on the **Cancel** button to exit the dialog without saving your changes

You also have the option to configure a user identification sound to notify you of incoming events from individual users. See Alert Modes—User Identification Sounds.

Alert Modes - Online Alerts

Configuring Online Alerts

Online Alerts notify you each time a user on your Contact List logs online. The default Online Alert is a flashing **Online** [icon] icon in your desktop tray accompanied by an Alert sound. By default, the Online Alert sound is the same for each user on your Contact List. You may change the Online Alert sound or you may configure a different Online Alert sound for each user on your Contact List.

Tip: Double-click on the flashing **Online** [icon] icon in your desktop tray to display the Online Alert dialog. Click on the **Send Event** button to send an event to a user immediately after he or she logs online.

To set Online Alert modes for a specific user:

1.   Select a user's name on your Contact List to display the pop-up menu of options. Select **Alert/Accept Modes**.

2.   Click on the **Alert** tab.

3.   Check the **Override Global Alert** box if you would like to adjust the default settings that alert you when the selected user logs online. Choose from the following options.

- Check the **Activate Online Alert When User Returns From Away or N/A Mode** box if you would like to receive an Online Alert when the selected user returns from Away or N/A status as well as each time he or she logs online.

- Check the **Blinking Alert Effect** box if you would like to see the selected user's name blinking on your Contact List in different colors when the user comes online. If you minimize your Contact List, you will view the effect in your desktop tray.

- Check the **Play Online Alert Sound** box if you would like an alert sound to play when the selected user logs online.

- Check the **Popup Online Alert Dialog** box to set an alert dialog to display when the selected user logs online.

- Check the **Make User Float When Online** box to set the selected user's name to float on top of other applications when the user is online.

- Check the **Disable Sounds** box to disable all sound alerts of online status or incoming events from the selected user.

- Click on the **Setup Personal User Sounds** button to configure sounds for each event for the selected user.

- Check the **Re-Activate Contact List Reminder** box to send a user who has been offline for a certain period of time a reminder letter via email to connect to ICQ and communicate with you. You may set ICQ to inform you that the user is offline after a chosen number of your entries to ICQ. See ICQ Offline Reminder in your Preferences.

4.   Click **Apply** to set your changes and exit the dialog, or click **Cancel** to exit the dialog without saving your changes.

Alert Modes - User Identification Sounds

Configuring User Identification Sounds

You also have the option to configure a user identification sound to notify you of incoming events from individual users. You may record, for example, the first name of a user so that when an event arrives from him or her, you will recognize that user immediately. Save the recording on your hard disk and you may configure ICQ to use the recording as an alert. When that user sends you an event, you will hear "incoming event from (the name you recorded)."

To configure a user identification sound:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Click on the **Alert** tab.
3. Click on the **Setup Personal User Sounds** button to display the **Sound Config** dialog.
4. In the **Sound Config** dialog, check the **User ID** box to enable the user identification sound feature.
5. Click on the **Select** button to display the standard MS Windows **Open** dialog.
6. Select the sound file you have recorded or any .wav sound file, from a directory on your hard disk and click on the **Open** button.
7. Click on the **Test** button to hear the sound you selected. If you would like *only* this sound to play each time the user logs online and sends you any event, click on the **OK** button to return to the **[User] Alert/Accept Settings** dialog. Click on the **OK** button to set your changes. If you would like the user identification sound to be played along with an ICQ alert sound, continue with step **8**.
8. If you would like the user identification sound to be played along with an ICQ alert sound, click on the **Configure Default User ID Prefix Sounds** button. The **General sound config** dialog is displayed.
9. Select either **Before** or **After** from the pull-down menu next to **Play the User ID sound _____ the Online Alert sound** to determine the order in which the two sounds will be played when the user logs online.
10. If you would like to use the ICQ Voice incoming events alerts with your recorded message, leave the default setting **Play the User ID sound Before each sound file**. A voice will notify you of an incoming chat request, for example, saying "Chat request from John." Click on the **OK** button to set your changes and return to the **Sound Config for [user]** dialog. Click on the **OK** button for your changes to take effect. If you would like the user identification sound you've recorded to be played with another ICQ sound to notify you of incoming events, continue on to step **11**.
11. Click on the **Select** button next to the relevant feature and choose a sound.
12. Choose either **Before** or **After** from the pull-down menu next to **Play the User ID sound _____ the Online Alert sound** to determine the order in which the sounds will be played. You may click on the **Test** button to hear your selections.
13. Check the **"Use the same sound file for all events"** box to use one sound to represent all of your incoming events. Then check the **General** box and click on the **Select** button to choose a sound. You may click on the **Test** button to hear your selection.
14. Click on the **Apply** button to save your changes, or click on the **Cancel** button to exit the dialog without saving your changes.

Accept Modes - Introduction

Accept modes are configurations for how you wish to accept events from each user. You may set ICQ to automatically accept some or all events from certain users. Use the Accept modes to save time and drop protective accept procedures with users that you know and trust.

See Accept Modes—Accept Tab to have certain events from specific users automatically accepted.

See Accept Modes—Message Tab to leave a personal message to specific users when you are in one of the Away status modes.

See Accept Modes—Plugins Tab to accept Plugins sent from specific users.

See Accept Modes—Status Tab to override your Availability-Status modes for certain users.

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Accept Modes - Configuring the Accept Tab

The Accept tab of the Alert/Accept Modes dialog enables you to automatically accept certain events from selected users.

To automatically accept events from a selected user:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Click on the **Accept** tab.
3. Choose from the following options.
   - Check the **Auto Receive Message** box to automatically receive messages from the selected user to your desktop, without having to double-click on the **Incoming Message** icon. The message dialog will appear on your screen the moment it is received.
   - Check the **Auto Receive File** box to automatically receive file transfers from the selected user, without having to accept a file transfer request.

     Note: Accepting a file transfer will enable the sender to view your IP address.
   - Check the **Auto Accept Chat** box to automatically accept chat requests from the selected user. When this user sends you a chat request it will be automatically accepted and a Chat session will open.
   - Check the **Auto Add URL to Bookmarks** box to automatically add all URLs from this user to your bookmarks. If you are using Internet Explorer or Netscape you can open the Web page Address by clicking on the **System Notice** button and selecting **Incoming Bookmarks**.
4. Choose from the following additional options regarding the selected user.
   - Check the **Auto Send Through Server** box to have your events automatically sent through the ICQ server, rather than wait in your OutBox, when the selected user is offline.
   - Check the **Do Not Log Event History** box if you do not want events to or from the selected user to be saved in the history database.
   - Check the **Auto Send Phone Details** box to have your phone details automatically updated in your User Information that the selected user can view.
5. Click on the **Apply** button to save your changes, or click on the **Cancel** button to exit the dialog without saving your changes.

Accept Modes - Configuring the Message Tab

The Message tab of the Alert/Accept Settings dialog enables you to leave a personal message to selected users when you are in one of the away status modes.

To leave a personal away message for selected users:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Click on the **Message** tab.
3. Check the **Customize Message** box to customize your message in the dialog provided below for your message.
4. Click on the **Apply** button to save your changes, or click on **Cancel** to exit the dialog without saving your changes.

Accept Modes - Configuring Specific Plugins

You may configure how you would like to accept Plugins sent from selected users.

To configure your Accept modes for Plugins from selected users:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Select the Plugin for which you would like to adjust your Accept modes from the list of the Plugins that you have installed, along with the Plugins that already exist in ICQ.
3. Check the **Override General Prefs** box and choose from the following options.
    *   Click the **Show Response Dialog** radio ¤ button to show a response dialog every time you receive the selected Plugin from this user.
4. Click on the **Apply** button to save your changes, or click on **Cancel** to exit the dialog without saving your changes.

Accept Modes - Configuring the Status Tab

The Status tab of the Alert/Accept Modes dialog enables you to override your Availability-Status modes for certain users. You may change how a particular user views your status, or you may override the accept feature of your status for a certain user.

To change how a user views your Availability Status:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Click on the **Status** tab.
3. Check the **Update Status** box to change how your status appears to the selected user.
4. Choose from the following options.
   - Click the **Away To User** radio ¤ button to display Away status to the selected user.
   - Click the **N/A To User** radio ¤ button to display Not Available status to the selected user.
   - Click the **Occupied To User** radio ¤ button to display Occupied status to the selected user.
   - Click the **DND To User** radio ¤ button to display Do Not Disturb status to the selected user.
   - Check the **Invisible To User** box if you wish to appear as offline to the selected user, even when you are online.

     Please note: During the period your ICQ number's Web Aware feature is activated, and your ICQ software is connected to the ICQ servers, the Web status indicators pertaining to your ICQ number will indicate that your ICQ number is in online, even if you activated an Invisible (Privacy) mode with respect to certain users. Also please note that even if you chose to activate an Invisible (Privacy) mode with respect to certain users, other users may be aware of your ICQ number online status during the time your ICQ software is connected to any of the ICQ ActiveLists.

   - Check the **Visible To User** box if you wish to appear online (in Privacy (Invisible) status) to the selected user, when you are in Privacy (Invisible) status mode and appear offline to all other users.
5. Click on the **Apply** button to save your settings or click on **Cancel** to exit the dialog without saving your changes.

To override your Status Mode for selected users:

1. Click on a user's name on your Contact List and select **Alert/Accept Modes**.
2. Click on the **Status** tab.
3. Choose from the following options.
   - Check the **Accept in Away** box to accept all events from the selected user even when you are in Away mode.
   - Check the **Accept in N/A** box to accept all events from the selected user even when you are in N/A mode.
   - Check the **Accept in DND** box to accept all events from the selected user even when you are in DND mode.
   - Check the **Accept in Occupied** box to accept all events from the selected user even when you are in Occupied mode.
   - Click on the **Check All** button if you would like to accept all events from the selected user when you are in any of the online modes.
4. Click on the **Apply** button to save your changes, or click on the **Cancel** to exit the dialog without saving your changes.