

TIMBUKTU PRO FOR WINDOWS, VERSION 8 AT A GLANCE

STARTING TIMBUKTU PRO



When you start Windows, the Timbuktu Pro icon appears in the system tray on the taskbar. Double-click the icon to open Timbuktu Pro.

If the system icon does not appear, click the Windows *Start* button, then choose *Programs* ▶ *Timbuktu Pro* ▶ *Timbuktu Pro*.

Opening Timbuktu Pro displays the main Timbuktu Pro window, shown in the figure at right.

SELECTING A REMOTE COMPUTER

Timbuktu Pro provides a number of different methods that allow you to find and select other Timbuktu Pro computers.

ADDRESS BOOKS TAB

Your address book files contain lists of Timbuktu Pro addresses. You may create as many address book files as you need.

1. Click the *Address Books* tab.
2. Select an address book from the *Address Book* drop-down list.
3. Select a computer from the address list.

RECENT CONNECTIONS TAB

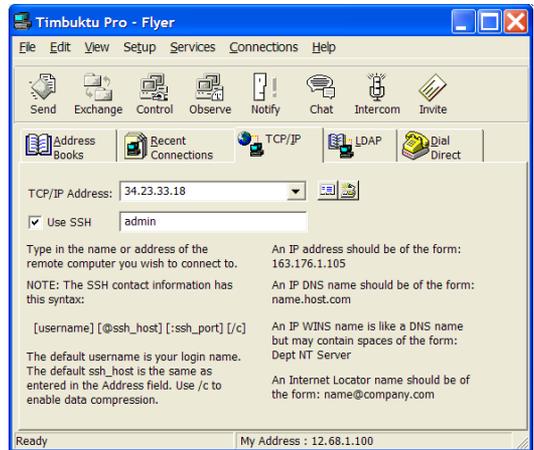
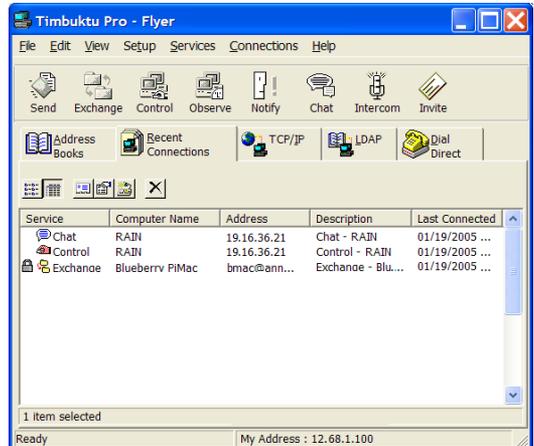
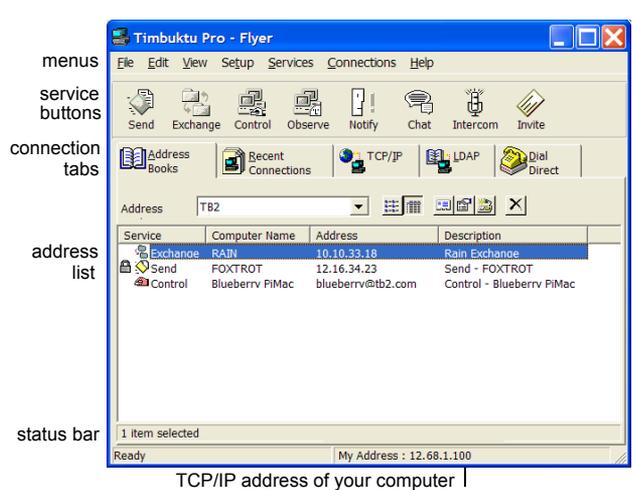
The *Recent Connections* tab contains a list of computers to which you've recently connected.

1. Click the *Recent Connections* tab.
2. Select the desired computer from the address list.

TCP/IP TAB

The *TCP/IP* tab lets you enter the IP address, DNS name, or email address of a remote computer.

1. Click the *TCP/IP* tab.
2. In the *TCP/IP Address* box, enter the remote computer's IP address, DNS or WINS name, or email address.
3. To use SSH to secure your connection, select the *Use SSH* check box. Then enter your OS-level user name for the *remote computer*.



LDAP TAB

Timbuktu Pro's LDAP support allows you to find other LDAP-enabled computers on your network by searching for their user information.

The *LDAP* tab appears only if *Enable LDAP Directory Feature* is selected in the LDAP Options dialog box.

1. Click the *LDAP* tab.
2. Enter the criteria by which you'd like to search. You may enter the computer or user name, IP address, email address, location, or comment. To see the whole directory, enter ***.
3. Click *Find Now*.
4. When the search is complete, select the desired computer from the search results.

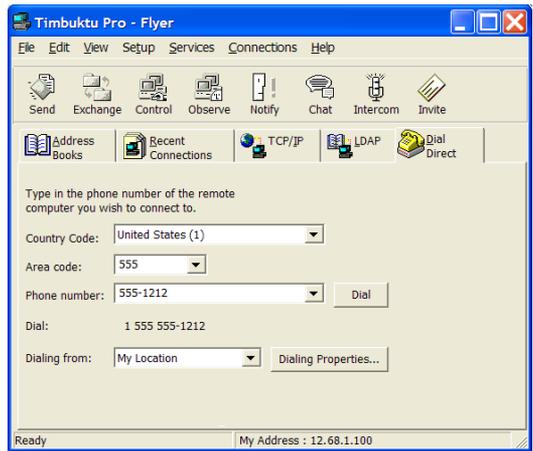


DIAL DIRECT TAB

The *Dial Direct* tab lets you use your modem to dial directly into the modem of a remote computer.

1. Click the *Dial Direct* tab.
2. Using the drop-down lists and text boxes, enter the complete phone number for the remote computer.
3. Choose *Dial* to dial the number and begin a Dial Direct connection.
4. Once the connection is established, you may launch any Timbuktu Pro service normally. All services work in the same way as they do over a TCP/IP connection.

Note: By default, Timbuktu Pro *will not answer* Dial Direct calls into your computer. To accept Dial Direct connections, you must set Dial Direct options in the Preferences dialog box.



CONNECTION DOCUMENTS

Timbuktu Pro Connection Documents are desktop shortcuts that allow you to start a Timbuktu Pro connection to a specific remote user by double-clicking a desktop icon.

To create a new Connection Document, select a remote computer in the main Timbuktu Pro window. Then click the *Edit* menu and choose *Create Shortcut on Desktop*.



SETTING UP INCOMING ACCESS

No remote computer can connect to your computer without your authorization. Use the Security dialog box to assign privileges to all Guest Users, allow users to ask for permission to use unassigned services, and create Registered Users and Windows NT Users with specific privileges.

GUEST USERS

Any Timbuktu Pro computer can connect to your computer using the access privileges that you assign to Guest Users.

1. From the *Setup* menu, choose *Security*.
2. Click the *Guests* tab.
3. Select the services you wish to grant to all Guest Users.
4. To let users ask for permission to use other services, select *Guests May Ask For Permission to Use Unchecked Services*.
5. Click *OK* to close the Security dialog box.

ASK FOR PERMISSION USERS

If you enable *Guests May Ask for Permission* in the Security dialog box, remote users may request permission to access services you have not granted to Guest Users.

When a remote user asks for permission, the Ask For Permission dialog box appears on your screen. The remote computer's name and address and the requested service are displayed in this dialog box.

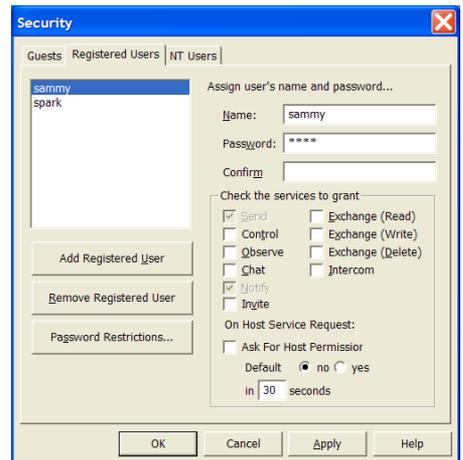
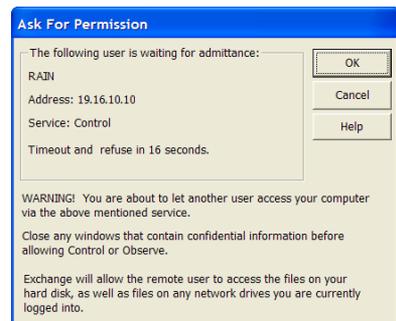
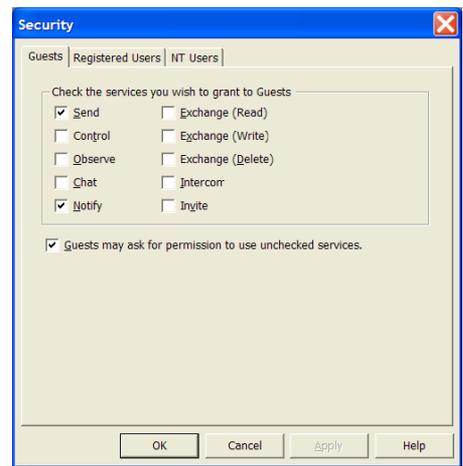
Click *OK* to accept the connection, or *Cancel* to deny it.

If you are not present at your computer to grant or deny the request, it will automatically be denied in 30 seconds.

REGISTERED USERS

Registered Users must supply a name and password to access your computer. You can assign a unique set of access privileges to each Registered User you define.

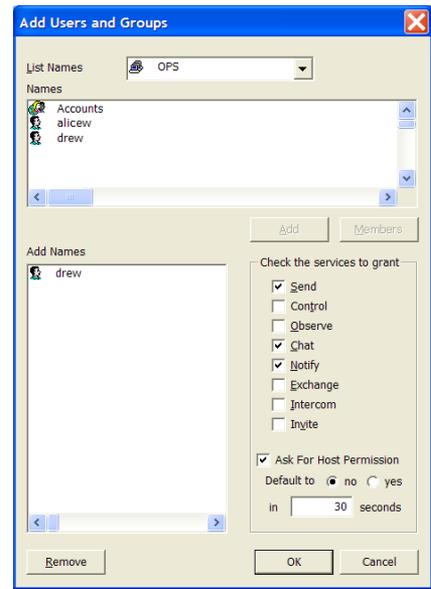
1. From the *Setup* menu, choose *Security*.
2. Click the *Registered User* tab.
3. Click the *Add Registered User* button to create a Registered User.
4. Enter the user name and password the Registered User will use to connect to your computer.
5. In the *Check the Services to Grant* area, select the services you wish to grant to this Registered User.
6. If you want the option to reject connection attempts by this user, check the *Ask for Host Permission* box and specify the Ask for Permission options.
7. Click *OK* to close the Security dialog box.



WINDOWS NT USERS

Windows NT Users are similar to Registered Users, but—because they have already been authenticated by logging in to Windows—they are not required to log in again when they access your computer. As with Registered Users, you can assign a unique set of access privileges to each Windows NT User you define.

1. From the *Setup* menu, choose *Security*.
2. Click the *NT Users* tab.
3. On the *NT Users* tab, click the *Add* button.
4. In the Add Users and Groups dialog box, select a Windows domain in the *List Names From* drop-down list.
5. Select a user or group in the *Names* list and click *Add*.
6. In the *Add Names* box, select a user or group.
7. Specify the services you wish to grant.
8. If you want the option to reject connection attempts by this Windows NT User, check the *Ask for Host Permission* box and specify the Ask for Permission options.
9. Click *OK* to close the Add Users and Groups dialog box.
10. Click *OK* to close the Security dialog box.



ESTABLISHING A CONNECTION

Once you've selected a remote computer, choose the Timbuktu Pro service that you wish to use by clicking a service button on the Timbuktu Pro Service Toolbar. To complete the connection, you may need to enter your Registered User credentials or ask for permission.

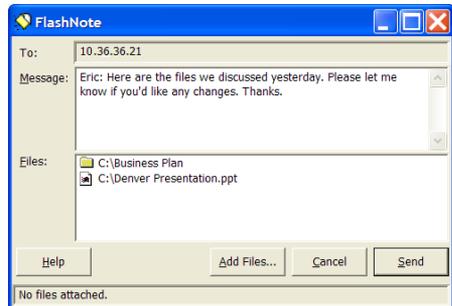


USING SEND

The Send service lets you send notes and files to remote computers.

TO SEND MESSAGES AND FILES

1. Select a remote computer and click the *Send* button.
2. The FlashNote window appears. To send a note, type a message in the upper panel.
3. To include files with your message, click *Add Files* and make your selection in the Add Files to Note dialog box. The files you select appear in the *Files* field.
4. Click the *Send* button to send the note and files.

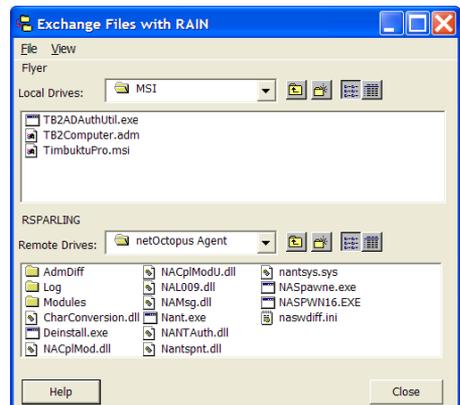


USING EXCHANGE

The Exchange service lets you copy and move files and folders between computers.

TO COPY AND MOVE FILES AND FOLDERS

1. Select a remote computer and click the *Exchange* button.
2. The Exchange window appears. The upper panel lists the drives, folders, and files on your computer. The lower panel lists the drives, folders, and files on the remote computer.
3. Locate the file or folder you want to copy and drag it to the desired location on the destination computer.
4. When you have finished exchanging files, click *Close*.





USING CONTROL OR OBSERVE

The Control service lets you control a remote computer using your mouse and keyboard. The Observe service lets you view the desktop of the remote computer without controlling it.

TO CONTROL OR OBSERVE A REMOTE COMPUTER

1. Select a remote computer and click the *Control* or *Observe* button.
2. Timbuktu Pro displays the remote computer's desktop in a screen-sharing window.

3. If you chose *Control*, use your mouse and keyboard to operate the remote computer. If you chose *Observe*, you can observe but not control the remote computer.
4. To operate your own computer, click outside the screen-sharing window.
5. To stop controlling or observing, click the Close box in the upper-right corner of the screen-sharing window. Timbuktu Pro closes the window and terminates the connection.

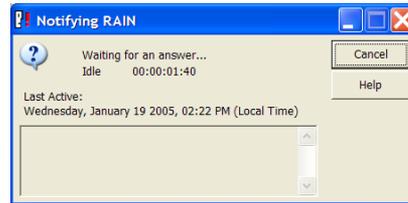


USING NOTIFY

The Notify service alerts you when another Timbuktu Pro computer becomes active.

TO ASK FOR NOTIFICATION

1. Select a remote computer and click the *Notify* button.
2. The Notify window appears on your screen, telling you that Timbuktu Pro is waiting for an answer from the remote computer.
3. While you wait, you may work in other windows, but do not close the Notify window.
4. When the remote user returns, the message in your Notify window changes to "*Name* is there." The Notify window will move to the front if it has been hidden.



USING CHAT

The Chat service lets you carry on a text-based conversation with another Timbuktu Pro user in real time.

TO CHAT WITH A REMOTE USER

1. Select a remote computer and click the *Chat* button.
2. Type a message and click *Send*. Your message appears in the upper panel. The other user's reply and the rest of your conversation will appear in this transcript panel.
3. When you've finished chatting, click *Disconnect*.
4. Click *Print* or *Save* to print or save a transcript of the chat session.





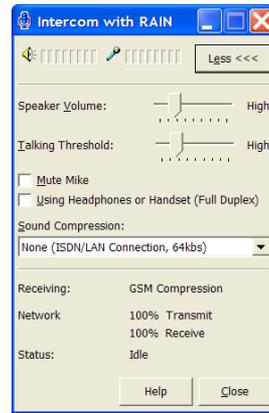
USING INTERCOM

The Intercom service lets you talk with another Timbuktu Pro user through your computer's audio hardware.

TO TALK TO A REMOTE USER

1. Select a remote computer and click the *Intercom* button.
2. When the Intercom window appears, use your microphone to speak with the other user. Volume levels for Intercom's input and output levels are metered at the top of the Intercom window.
3. You can click on other windows to continue working while you talk.
4. When you've finished talking, click the *Close* button to end your Intercom session.

Note: The Intercom service is not available over Dial Direct connections.



USING INVITE

The Invite service allows you to invite other users to access your computer using the Timbuktu Pro service you specify.

TO INVITE A REMOTE USER TO ACCESS YOUR COMPUTER

1. Select a remote computer and click the *Invite* button.
2. In the Invite window, click a service button to specify the service you wish to invite the other user to access.
3. The Invite window appears on the remote computer, indicating the service you invited the remote user to use.
4. The remote user may click *Start Session* to launch the Timbuktu Pro service or *Cancel* to close the Invite window.



DOCUMENTATION AND ONLINE HELP

Detailed information about Timbuktu Pro and its user interface is available in the online Help, which contains step-by-step instructions for all common procedures, as well as troubleshooting hints, keyboard shortcuts, and a glossary.

To open the online Help, click the *Help* menu and choose *Contents*. Or press F1 or a *Help* button anywhere within Timbuktu Pro to open context-sensitive Help.

The *Getting Started Guide* is a comprehensive manual that covers installing, setting up, and using Timbuktu Pro. It is available as a PDF file on your Timbuktu Pro CD or in the package you download from the Netopia Web site.

TECHNICAL SUPPORT

If you require technical support, please browse Netopia's Technical Notes and Frequently Asked Questions at <http://www.netopia.com/support/>.

Most common questions and problems are addressed here. If you are unable to resolve your issue using our online technical support, please use our online email form to send us a message:

http://www.netopia.com/support/contact_us.html

You may also contact Customer Service by mail:

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