Displays text and/or an icon that helps to describe the purpose of this dialog.

For more information about a specific setting, click the What's This button and then click the appropriate setting.

Groups common settings together.

For more information about a specific setting, click the What's This button ? and then click the appropriate setting.

Closes this dialog box, saves and implements any changes you have made and executes the necessary action (if any). Typically this button is named "OK", however in some places the title may be more descriptive.

Closes this dialog box without saving any changes you have made.

Closes this dialog box and performs the specified action.

Closes this dialog box.

ACT! 4.x Phonebook Properties dialog
File Access tab

Type a description for the ACT! 4.x phonebook.

Specify the path and name of the ACT! 4.x database you want to use as a phonebook.

Click this to select the ACT! 4.x database you want to use from your computer drives and folders.

Displays the name of the owner of the selected ACT! 4.x database.

If the ACT! 4.x database you selected is password-protected, type the password in this field.

Any Windows NT user that logs on to this Windows NT station can use WinFax. In order to set up an ACT! 4.x phonebook in WinFax, you must have a Windows NT account with administrative privileges. As a result, other users who do not have administrative privileges will not be able to set up and access their ACT! 4.x phonebooks. Since your account has administrative privileges, you can set up ACT! 4.x phonebooks for them. To use the phonebook settings specified in this dialog as the default for all Windows NT users on this machine, click Set Defaults.

Enable this option if you want WinFax to prompt you to specify your name and password the first time you try to access this ACT! phonebook.

Displays information about ACT! including the product version, the directory in which it is installed on your computer, and the version of the ACT! application programming interface (API) being used. You may be asked for this information when you contact technical support.

ACT! 4.x Phonebook Properties dialog Options tab

Enable this option if you want WinFax to log an entry in the ACT! Notes/History section for each successful message sent.

WinFax logs all messages in the Logs window — either in the Send Log or the Receive Log. When you are sending messages to ACT! contacts, you may also want to log those messages in the contact's Notes/History section in ACT!. Use the options in this dialog to set up WinFax to automatically link messages sent to ACT! contacts in the appropriate contact's Notes/History section in ACT!. If you do not specify any automatic logging options, you can manually link messages in the WinFax Logs window to an ACT! contact using the Link To command on the File menu.

Enable this option if you want WinFax to log an entry in the ACT! Notes/History section for each canceled message.

WinFax logs all messages in the Logs window ━ either in the Send Log or the Receive Log. When you are sending messages to ACT! contacts, you may also want to log those messages in the contact's Notes/History section in ACT!. Use the options in this dialog to set up WinFax to automatically link messages sent to ACT! contacts in the appropriate contact's Notes/History section in ACT!. If you do not specify any automatic logging options, you can manually link messages in the WinFax Logs window to an ACT! contact using the Link To command on the WinFax (because it could be interpreted as the ACT! File menu) File menu.

Enable this option if you want WinFax to log an entry in the ACT! Notes/History section for each failed message.

WinFax logs all messages in the Logs window ▬ either in the Send Log or the Receive Log. When you are sending messages to ACT! contacts, you may also want to log those messages in the contact's Notes/History section in ACT!. Use the options in this dialog to set up WinFax to automatically link messages sent to ACT! contacts in the appropriate contact's Notes/History section in ACT!. If you do not specify any automatic logging options, you can manually link messages in the WinFax Logs window to an ACT! contact using the Link To command on the WinFax (because it could be interpreted as the ACT! File menu) File menu.

Enable this option if you want WinFax to create an ACT! activity entry for each failed message. Use this option to remind yourself to resubmit failed messages.

Enable this option if you want WinFax to create a link in the ACT! Notes/History entry for each message. If you insert a link, you can open and view the attached message directly from the contact's Note/History entry.

Symantec ACT! 4.x Contact Properties dialog (Name & Number tab)

Type the contact's first name (maximum 15 characters).

Type the contact's last name (maximum 31 characters).

Type the contact's company name (maximum 42 characters).

Type the country code (maximum 4 characters) that you dial when calling the contact at their fax number. WinFax uses the country code to identify international destinations when you are dialing overseas.

The country code is bolded in the examples below.

North American number: **1**-987-555-1234

International number: **30**-1-555-6789

If you do not know your country code, check with your phone company.

Type the area code (maximum 5 characters) that you dial when calling the contact at their fax number. For overseas destinations, enter the routing code, if applicable.

The area code is bolded in the examples below.

North American number: 1-**987**-555-1234

International number: 30-**1**-555-6789

Type the local number for the contact's fax device (maximum 46 characters). You can use hyphens, spaces, or no separators.

The local number is bolded in the examples below.

North American number: 1-987-**555-1234**

International number: 30-1-**555-6789**

For your own records, type the contact's fax extension (maximum 15 characters).

Unless the contact's fax device is configured for T30 sub-addressing, WinFax does not include extension numbers as part of the dial string when sending.

Type the country code (maximum 4 characters) that you dial when calling the contact at the voice phone number. The country code identifies international destinations when you are dialing overseas.

The country code is bolded in the examples below.

North American number: **1**-987-555-1234

International number: **30**-1-555-6789

If you do not know your country code, check with your phone company.

Use the voice number fields to set up contact information for TalkWorks.

Type the area code (maximum 5 characters) that you dial when calling the contact at the voice phone number. For overseas destinations, enter the routing code, if applicable.

The area code is bolded in the examples below.

North American number: 1-**987**-555-1234

International number: 30-**1**-555-6789

Use the voice number fields to set up contact information for TalkWorks.

Type the local number for the contact's phone (maximum 46 characters). You can use hyphens, spaces, or no separators.

The local number is bolded in the examples below.

North American number: 1-987-**555-1234**

International number: 30-1-**555-6789**

Use the voice number fields to set up contact information for TalkWorks.

For your own records, type the contact's phone extension (maximum 15 characters).

Type the country code (maximum 4 characters) that you dial when calling the contact at the cellular phone number. The country code identifies international destinations when you are dialing overseas.

The country code is bolded in the examples below.

North American number: **1**-987-555-1234

International number: **30**-1-555-6789

If you do not know your country code, check with your phone company.

Use the cellular number fields to set up contact information for TalkWorks.

Type the area code (maximum 5 characters) that you dial when calling the contact at the cellular phone number. For overseas destinations, enter the routing code, if applicable.

The area code is bolded in the examples below.

North American number: 1-**987**-555-1234

International number: 30-**1**-555-6789

Use the cellular number fields to set up contact information for TalkWorks.

Type the local number for the contact's cellular phone (maximum 46 characters). You can use hyphens, spaces, or no separators.

The local number is bolded in the examples below.

North American number: 1-987-**555-1234**

International number: 30-1-**555-6789**

Use the cellular number fields to set up contact information for TalkWorks.

Type the contact's fax number. You can specify the fax number using hyphens, spaces, or no separators in the number.

For detailed instructions on filling in the Country, Area, and Local Number fields, click the What's This button at the top of the dialog and then click the appropriate field.

Type a voice phone number for the contact. You can specify the voice number using hyphens, spaces, or no separators in the number.

For detailed instructions on filling in the Country, Area, and Local Number fields, click the What's This button at the top of the dialog and then click the appropriate field.

Type a cellular number for the contact. You can specify the voice number using hyphens, spaces, or no separators in the number.

For detailed instructions on filling in the Country, Area, and Local Number fields, click the What's This button at the top of the dialog and then click the appropriate field.

Type the country code you dial when calling the contact at the fax, voice, and cellular numbers. The country code identifies international destinations when you are dialing overseas.

The country code is bolded in the examples below.

North American number: **1**-987-555-1234

International number: **30**-1-555-6789

If you do not know your country code, check with your phone company.

Type the area code you dial when calling the contact at the fax, voice, and cellular numbers. For overseas destinations, enter the routing code, if applicable.

The area code is bolded in the examples below.

North American number: 1-**987**-555-1234

International number: 30-**1**-555-6789

Type the local number you dial when calling the contact at the fax, voice, and cellular numbers.

The local number is bolded in the examples below.

North American number: 1-987-**555-1234**

International number: 30-1-**555-6789**

For your own records, type the extension you dial when calling the contact at the fax and voice numbers.

Symantec ACT! 4.x Contact Properties dialog (Address tab)

Type the contact's street address in the three address fields (maximum 60 characters each).

Type the contact's city (maximum 40 characters).

Type the contact's state, province, or county (maximum 20 characters).

Type the contact's country (maximum 40 characters).

Type the contact's zip code or postal code (maximum 15 characters).

Last One In dialog

Lists all ACT! databases detected on your computer. Select the databases you want to set up as phonebooks in WinFax.