

## Overview of AddWeb

## Introduction

### Welcome to AddWeb by Cyberspace HQ!

AddWeb is a powerful program that helps webmasters promote their websites through many free resources on the Internet, including Search Engines; Websites that issue awards for excellence, Link Directories and more.

AddWeb acts like a robot on your behalf. It takes the information you tell it about you and your website and it goes out to many of these resources that accept submissions and gives them the information they request about your website.

To get a better idea of the power AddWeb gives you, simply use your web browser to visit a search engine like Yahoo (<http://www.Yahoo.com>), then manually submit your website to it. Once you have done this, look at how much time it took you, then multiply that time by 1,500 other resources! You will quickly find that if you had a list of all 1,500 resources, and you worked 8 hours a day manually submitting, it would take you a full 3 weeks to do the job that AddWeb does in just a few minutes!

There is no other submission software even nearly as powerful as AddWeb. AddWeb can do up to 100 simultaneous submissions. It has super-comprehensive reporting features. It can find out how well you are doing in major search engines. It can even help optimize your web page to help get a higher listing in search engines.

When compared to website submission services, AddWeb shines. Submission services regularly charge you more than the cost of AddWeb to do a single submission. With AddWeb, you can submit as many websites as you like, as often as you like. Furthermore, you get a full year of free database updates so you can always submit to new engines as we add them. Infact, hundreds of submission services are using AddWeb themselves!

Simply put, if you have a website, AddWeb is a necessary tool.

## What do I need to use AddWeb?

The minimum requirements to run AddWeb are:

Computer: Pentium or better\*  
Operating System: Windows 95, 98, or NT.  
Memory: 16 megabytes\*  
Disk Space: 2 megabytes.  
Video: 256 colors\*\*  
Internet Connection: Any\*\*\*

\* Performance of AddWeb is very relative to the speed of your computer and the amount of memory you have. These requirements are to be considered minimum, not ideal. With the above memory and speed configuration, you may not be able to do as many simultaneous submissions, and will have to fine-tune a setting in AddWeb which determines how many threads AddWeb uses.

\*\* Note that AddWeb is designed to look and perform best with 16bit color and normal fonts. If you are running at 256 colors, AddWeb will run considerably slower because your computer spends a great deal of resources dithering the colors. If you are running your computer with 'LARGE FONTS', Windows may not display correctly.

\*\*\* The speed and quality of your internet connection will determine how fast submissions are done and how many simultaneous submissions can be made effectively. With a slow connection, you may not be able to do as many simultaneous submissions, and will have to fine-tune a setting in AddWeb which determines how many threads AddWeb uses.

There is no Windows 3.x or Apple Macintosh version of AddWeb available.

### Recommended Setup:

Computer: Pentium 200 or better.  
Operating System: Windows 95, 98, or NT.  
Memory: 32+ megabytes  
Video: 16 bit or better.  
Internet Connection: The faster the better.

## The Benefits of AddWeb

### AddWeb versus Manual Submission

- AddWeb can submit to 1,500+ resources in a matter of minutes. Manually, you would spend weeks or even months trying to accomplish the same.
- We maintain a database of resources which is ever-changing. We add and remove resources every 2 weeks, and you get to use our database for free for a full year. We have full time employees that are dedicated to nothing but finding these resources. Imagine if you were to do it yourself!
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### AddWeb versus Submission Services

- Each time you want to submit your site with a service, you have to pay. Use AddWeb all you want with as many websites as you like.
- With AddWeb you can selectively submit to whichever resources you want.
- As we add new resources to our database, you can update your database (free for a year) and submit to the new resources.
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### AddWeb versus other Submission Software

- AddWeb is by far the fastest! Up to 5 times faster than the closest competitor!
- AddWeb has the most comprehensive reporting available!
- AddWeb boasts the best maintained resource database in the business.
- AddWeb offers by far the most statistics of and submission software.
- AddWeb offers the most comprehensive history database.
- AddWeb is the most automated, requiring the least amount of user-interaction.
- AddWeb is the only submission software that correctly supports Yahoo and Snap.
- AddWeb is the only submission software that supports custom themes ("skins"), reports and more.
- AddWeb offers you more information on database resources than any other.
- AddWeb offers more comprehensive resource filtering options than any other.
- and much, much more!

## AddWeb Anti-Spam Measures

With the release of AddWeb 3.0, we put in place our first generation of AddWeb 'Rule Checking', which helps you avoid spamming the search engines and resources that AddWeb submits to. Submission Spamming can be defined as the process of submitting too many web pages to a search engine, or submitting it too often.

Most the search engines don't want you to submit more than one web page because they have spiders (or robots) that go to the page you submit and automatically index other web pages on your site. So if you submit more than one, you are only wasting bandwidth and server resources... and making people angry. The link directories don't want you to over submit because they don't want their pages filled with hundreds of links to the same site.

The same goes to the frequency of your submissions. If a search engine takes six weeks to add your link, and you submit 5 times a week, you will have submitted 29 times more than necessary, wasting bandwidth and server resources, not to mention human resources in some cases, as many of these sites have humans adding your link by hand.

Equally important are many of the smaller sites. Many of the sites that issue awards to websites, or smaller link directories, actually receive your submission in their E-Mail. You can imagine that abuse of AddWeb could flood their e-mail boxes, and you would wind up with little other than angry webmasters who will refuse to add your link.

Because of these issues, we have written a set of controls into AddWeb that keep you from breaking the rules. AddWeb is the only submission software that has gone to such great lengths to be search engine friendly. In fact, other submission programs create submission spam by design. We are very against this. We believe that if AddWeb is a welcome source of submission for the search engines and other resources, that your website will be more welcome as well. Please help us combat Submission Spamming.

The rule checking controls are as follows:

### Submission Frequency

Many sites request that you submit no more than once a month. Others say once a day, or once a week. Each resource in our database has a value for this. If you submitted your profile to an engine today that wants no more than once a month, each time you attempt to submit that profile to the same engine for the next month, AddWeb will skip the engine and notify you at the end of the submission that you would have broken a frequency rule.

### Maximum Submissions

Some sites will want you to submit once, and only once. A good example of this would be Award Sites. These are often run by people who will receive your submission in e-mail. If they issue you an award, you get it. If not, you simply don't. Multiple submissions in a case like this would only serve to anger people.

### Domain Level Submissions

Some sites will only allow one single page in a domain to be submitted. In these cases, anything below [www.yourdomain.com](http://www.yourdomain.com), for example, would be ignored.

### Directory Level Submissions

Some sites will only allow one single page per directory on your web server. This would allow a submission of [www.yourdomain.com/yourname1/](http://www.yourdomain.com/yourname1/) and [www.yourdomain.com/yourname2/](http://www.yourdomain.com/yourname2/), but would not allow anything other than the index page in those directories.

### Content Control

AddWeb asks you if your site is Personal, Commercial, Adult Related, or MLM related. Some sites will restrict submissions for sites with such content. A site may, for example only want adult sites, so if you are not an adult site, AddWeb won't submit you. On the other hand, they may refuse adult sites... or personal sites.

### **Top Level Domain Control**

Some sites will only accept submissions from websites in certain countries. For example, an Italian site may require that your domain be www.yourcompany.it (.it means Italy).

In all of the above cases, if your submission breaks a rule, AddWeb will skip the engine. When the complete submission run is complete, AddWeb will display a window which shows you which engines were skipped because of rule violation, and why.

Again, part of our anti-spam measures rely on your honesty. If you lie to the software, in the end you will only end up hurting yourself as the engines will very likely ban your website from their indices.

## Standard, Gold and Pro versions

There are 3 different AddWeb products -- AddWeb Standard, Gold and Pro. The Standard and Gold versions of AddWeb are actually the same program, but your registration number will unlock the enhanced features of the Gold version. AddWeb Pro is a completely separate installation, adding the AddWeb Engine Builder application.

### Feature Comparison:

Feature	Standard	Gold	Pro
		\$59	\$99
=====			
<b>WEB PROFILES:</b>			
=====			
Populate Forms	Yes	Yes	Yes
Profile History	Yes	Yes	Yes
Profile Statistics	Yes	Yes	Yes
Load/Save Profiles	Yes	Yes	Yes
https Support	Yes	Yes	Yes
Rules Checking	Yes	Yes	Yes
Reciprocal URL Generation	Yes	Yes	Yes
Live Category Browsing	Yes	Yes	Yes
=====			
<b>REPORTS:</b>			
=====			
HTML Reports	Yes	Yes	Yes
E-Mail Reports	Yes	Yes	Yes
TEXT Reports	Yes	Yes	Yes
Custom Report Scripting	No	Yes	Yes
Can Process Advanced Reports	No	Yes	Yes
Automatic Report Generation	No	Yes	Yes
Change Report Directory	No	Yes	Yes
Custom Message on E-Mail Rpts	No	Yes	Yes
Plug-in Report Styles	No	Yes	Yes
=====			
<b>Engine Selection</b>			
=====			
Full Engine Database	Yes	Yes	Yes
Engine Categories	Yes	Yes	Yes
Engine Statistics	Yes	Yes	Yes
Engine Filtering	Yes	Yes	Yes
Load/Save Engine Lists	Yes	Yes	Yes
=====			
<b>Submission Process</b>			
=====			
Submit Simultaneous Profiles	3	10	Unlimited
Submit to Simultaneous Engines		60(Threads)	60(Threads) 100(Threads)
Retry Failed Engines	Yes	Yes	Yes
Delete Engines from Database	No	No	Yes
Load/Save Profile Lists	Yes	Yes	Yes
=====			

## Ranking

Simultaneous Rank Checking	Unlimited	Unlimited	Unlimited
Search Depth	Yes	Yes	Yes
Multiple Keywords	Yes	Yes	Yes

## Page Builder

Populate from Web Page	Yes	Yes	Yes
Forward to Web Page	Yes	Yes	Yes
Create New Page	Yes	Yes	Yes
Edit Existing Page	Yes	Yes	Yes

## Search

Perform General Search	Yes	Yes	Yes	Yes
Perform URL Search	Yes	Yes	Yes	Yes

## Import Features

Import Profiles and Auto Submit (allowing web forms)	No	No	Yes
Import from selective Engine List	No	No	Yes

## Engine Database Management

Engine Builder -- A wizard which allows you to add, test and maintain engines and resources in the AddWeb Engine Database	No	No	Yes
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## General

Automated Live Updating	Yes	Yes	Yes
Support for Custom Themes	Yes	Yes	Yes
Wav Sounds	Yes	Yes	Yes
Proxy Support	Yes	Yes	Yes
Multi-Language Support	Yes	Yes	Yes

## Limited features in demo mode

When you are running AddWeb in unregistered (demo) mode, we want you to get a good feel for how the software works and what it can do for you. For that reason, we limited the software in quantity, not quality.

In demo mode...

- You cannot submit to all internet resources. We have limited the software so that it will only submit to several major search engines.
- You may only use the ranking and Page Builder features 15 times.
- You may only save one website profile.
- You may do 30 submissions.
- None of the features reserved for the Gold and Professional versions of the software are functional.
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Once you register AddWeb, the limitations listed above will be removed by entering a valid registration number which is confirmed by the Cyberspace HQ registration server.

## Getting Listed in Search Engines

The entire issue of search engine submission is surrounded by controversy.

On one side are the search engines, who on one hand want to have as many listings as possible because having more listings allows them to advertise themselves as the 'bigger engine', and attract more visitors.... thereby creating more traffic on their site, and ultimately more advertising revenue, which is, in most cases their ultimate goal. However, simply having more listings isn't the whole picture. They need to have more quality listings so that the people that come to their engine feel that, when they do a keyword search, they get good results. If the users get good results, they will be more inclined to use that engine more often, thereby creating more traffic and more advertising revenue. So one can easily see that the engines don't want to index 'junk pages' full of misleading content.

Another issue the engines want to control is that of resources. Every time you submit to an engine, some of their resources are being used. For those that are automated with spiders that look at your site, you are adding overhead to their spider. Sure, your single submission is no problem, but imagine millions of submissions per day, many of which are completely redundant. For those that add manually, your submission will take up actual human resources. Again, imagine the millions. So one can easily see that the engines don't want you to submit your site unnecessarily.

To add one more iron to the fire, many of the search engines automatically surf the web looking for sites to index without ever having been submitted. Naturally, they can't get them all, which is why the whole process of search engine submission exists.

On the other side of the controversy are the webmasters who want to be number one in whatever search applies to them. Naturally they want to do whatever it takes to get a good position in a keyword search that is relative to what they have to offer. After all, so many people use search engines to find content, that getting a high ranking position on a keyword search that one might use when looking for your product is excellent free advertising. So much so, that many webmasters will go to great lengths to get that coveted spot on the first results page of a search. This often makes the webmaster ripe for a scam. They get letters in their e-mail promising that for only \$???.?? they will be number one, two or three. They read that the company that is ready to take their money knows the 'secrets of the search engines' as though they belonged to some elite club. Then the webmaster sees a service that promises to 'get you listed on thousands of sites', or software that promises the same.

Wait a second! That is AddWeb, isn't it? Software that promises to get you listed on thousands of sites? Software that will make you number one?

No, it isn't. AddWeb cannot promise to get you listed on thousands of sites. No software or service can do that. Only the search engines and link directories can list you. Nor can AddWeb make you number one. Again, that is up to the content of your site and the search engine's criteria for indexing. Beware of anyone that promises otherwise. AddWeb can *submit* your request to thousands of sites. AddWeb can even help you put meta tags (text that some search engines look for) in your pages that will help you get a better position in searches.

So why are the makers of AddWeb telling you this? For several reasons, actually. First of all, we are concerned with credibility. Search engines look at submission software as a spamming tool in many cases, and we don't want that image. Other software and services that perform similar functionality are designed to try to trick the search engines, and to spam them. We are here for the long run, and our goal is that AddWeb is separated from the pack and search engines welcome, or even promote the use of AddWeb. We have written in quite a bit of code to keep you from over-submitting and trying to trick the engines. There is another reason for telling you this, however. While others may promise you the sun, delivery is an entirely different issue. When someone writes a program that can trick the search engines, their measures are often countered before the program gets anywhere. The people working on the search engine spiders are quite intelligent, and as soon as they see that they are being taken advantage

of, they will likely move quickly to remedy the situation. In fact, in many cases, the tricks backfire. We have seen many, many websites get completely banned from a search engine for spamming them. Then there is nothing you can do. Your domain is black listed! So we are telling you this because we know you are after indexing in the engines, and you don't want your website to be banned.

By now you might be asking yourself why you should own AddWeb with all of the issues we have raised. There are many reasons. For starters, time is an issue. Imagine going to thousands of websites and doing manual submissions! AddWeb does it in minutes. After that, when new sites pop up, where do you find them? AddWeb maintains an ever-changing database, and you can always choose to submit to newly added sites. Then there is the issue of responsibility. If you use AddWeb properly, you will never have to worry about spamming the search engines. Our rules checking will always keep you from breaking the rules, and will allow you to know when it is safe to re-submit your website. Of course, there is also the issues of tracking, statistics, submission history and extensive reporting. AddWeb does everything. But it does not spam.

Finally, we get to the big question: How do I get a high ranking on the engines?

You should start by designing a website that is very content-rich. You should have lots of links and lots of text. The text should be very relevant to the subject that you want people to search for. Your text should be very descriptive. If you are going to use product logos, be sure to also have the names in simple text on the pages. You should make sure the titles of your pages contain the words that you want people to search for. Make your website very informative. Don't use small text or hidden text. The search engines will catch these things and think you are trying to trick them. Don't use the same keywords over and over. This will be caught as well. Submit to as many sites as possible with AddWeb as some of the engines will give you a better rank if they have lots of other sites in their database with links to your site. Lastly, be patient. It can take months and months to get on some of the engines.

## Definition of a successful AddWeb Submission

**AddWeb submitted to an engine and said it was successful. How does AddWeb know it was a success, and what exactly does successful mean?**

AddWeb has a database full of information on the sites it submits to. Here is the honest answer to the question of how submission programs process of a typical submission:

- 1. Look at the engine's rules and see if you are violating them. If it is a violation, skip this engine. Otherwise, continue.*
- 2. Look up the domain name with your Internet Provider's DNS server. If AddWeb finds it, continue, otherwise fail.*
- 3. Connect to the server of the engine you are submitting to. If we can connect, proceed. Otherwise fail.*
- 4. Try to submit your data to the program on the server that accepts submissions. Wait for a response.*
- 5. If the server responds to AddWeb, consider it a success.*

### **Did the submission actually succeed?**

Most of the time, yes. However, the server may have responded to AddWeb with an error that AddWeb did not catch.

### **Why AddWeb doesn't always catch failures and how we address it:**

There are ways to fine-tune the error checking so that 99.9% of the errors are caught, and there are reasons that they are not built into AddWeb. They are as follows:

In order to catch many of the the errors, AddWeb would have to read the page that the server returns and scan for words that indicate an error. Doing so would catch more errors, but it would also severely slow down the submission process as AddWeb would have to download the entirety of each response page, scan it, then report. Sometimes, the response pages are pages that redirect to other pages, causing double, and even triple the downloading. Some of the response pages are as large as 2 or 3 megabytes. Imagine if AddWeb had to download a 20K page for each submission. On a submission run of 1,500 engines, this would cause AddWeb to download 30 megabytes of response pages. Even with all of the simultaneous submissions AddWeb does, on a typical dialup connection, this would add 2 hours to the submission process.

Even then, it would only catch errors that were generated by the keyword searches. This could also cause false failures because those words may be on a successful response page. For example, if we scanned for the word 'Error', a false failure would be caused on a response page that said something to the extent of 'No Errors were found. Thank You'. So in order to be more accurate, AddWeb would have to save the responses to your hard disk, where you would scan them manually. This is clearly not an option.

### **What we do to keep our database as clean and up to date as possible:**

Our staff manually checks the forms, servers and response pages. Here is how: Cyberspace HQ has a sort of 'spider' that routinely goes through our engine database and does the following:

- 1. Our spider checks to see if the website still exists. If it does not, it places it into a 'To Check' list.*
- 2. If the site exists, our spider looks at the submission page on the site to make sure we have the correct*

submission information. If we do not, it places it into the 'To Check' list.

3. The spider takes all of the engines that did not get sent to the 'To Check' list and does a submission to them every week. The submission is done with a very high timeout value and saves the response pages.

4. The spider scans all of the response pages for a list of keywords that indicate a possible failure. It places all possible failures into the 'To Check' list, and all of the rest into a 'Success' folder.

5. People on our staff regularly go through the 'To Check' list and manually view the problems. If they can be corrected, they are fixed and placed in the engine database for the next update. If not, they are deleted from the database.

6. Every few weeks, our staff manually view response pages that were deemed to be successful by the spider. If the successes are in error, they are checked for possible correction or deleted from the engine database.

7. While people are checking and fixing current database issues, we also have people adding new resources that we find or are submitted to us.

8. Every few weeks (or less) we release a new engine database with all corrections, deletions and additions.

**When we find an error in a major engine, databases are updated immediately with the fix.**

## Definition of a Failed AddWeb Submission

When you do a submission with AddWeb, and engines fail, it can mean any one of several things as outlined here:

- The engine is down. It may have gone offline temporarily, or may have been take down for good. When we see the same engine continuously fail, we investigate and update our database.
- The engine has made a change that AddWeb is not accounting for, so we must change our submission script. As with the above, when we investigate, we update our database with the changes.
- The connection timed out. This can be a result of you having the timeout value set too low, or you are running too many threads. You can change both settings on the Options page.
- There is a connection problem between you and the server accepting submissions. This can often be an issue that cannot be fixed. Sometime you are just too many hops away from the server and your connection cannot process the submission. This is a very common reason for failure. Luckily, it usually only happens with a small percentage of engines or directories.
- You are behind a proxy server, and have incorrect proxy settings. This will cause all engines to fail. Contact your network administrator for the correct proxy server information and enter it in the options page.
- Your IP number is not accepted by the engine. Sometimes engines will not allow computers on specific networks to submit. There is nothing you can do about this.
- 

Because all of the above factors can exist in a submission run, it is not uncommon to have a couple hundred failures in a full submission.

## **Only submit ONE PAGE**

Many people believe that they should submit all of the pages (or multiple pages) from their website. DON'T DO IT. You will likely get banned from the search engines.

Only submit your home page, and follow the submission rules.

If you have multiple pages on your site that relate to different subjects, make sure they are in their own directories and make sure they are really on different subjects.

Don't try to spam the engines with multiple pages in the hopes of getting more keyword results. It just won't work, and will likely backfire.

## AddWeb Tutorials

## Introduction to Tutorials

This section provides step by step tutorials designed to help you get up and running with AddWeb in no time. The tutorials are listed in the natural order in which the features they teach would normally be used, so we suggest you start out with the first, and proceed in order. By the time you are finished with the tutorials, AddWeb should be second nature to you.

### 1. [Options Tutorial](#)

The Options page of AddWeb may seem a bit overwhelming at first. Many find some of the terms quite foreign. This tutorial is a quick walk-through of the options that will show you how to fine-tune AddWeb for your needs.

### 2. [Page Builder Tutorial](#)

The Page Builder will help you format your home page so that some of the major search engines can gather the information you want them to more efficiently. This tutorial will show you how to create a page formatted with meta tags for this purpose.

### 3. [Profile Setup Tutorial](#)

This tutorial will walk you through the process of entering the data for your website into AddWeb. AddWeb will use the information you enter here for the submissions it will make to the web resources.

### 4. [Submission Tutorial](#)

Once you have made a profile and saved it, you can start the process of selecting which resources you would like to submit to, then you may finally submit your website. This tutorial will walk you through the process from engine selection through the actual submission.

### 5. [Ranking Tutorial](#)

After you have submitted your website, you will want to look at some of the major search engines from time to time to see if you are appearing the way you would like to appear. This tutorial will walk you through this process.

### 6. [Search Tutorial](#)

While it can take some time to get your website listed on the search engines, the search section will help you see how you look on some of the majors. This tutorial will show you how to best use this feature.

### 7. [Reporting Tutorial](#)

After you have done a submission, you may want to generate some reports. This tutorial will show you how to generate the reports and how to read them.

## Additional Tutorials for the Gold and Pro versions of AddWeb:

### [Custom Reporting Tutorial](#)

If you purchased AddWeb **Gold or Pro versions**, you have the ability to make custom reports. This means that you can do away with the standard AddWeb reports and make reports with whatever look and feel you want, including the removal of any mention of Cyberspace HQ or AddWeb. This tutorial will give you a brief walk-through of a sample custom-report generation.

### [Import and AutoRun Tutorial](#)

If you purchased AddWeb **Pro**, you have the ability to import profile data from a text file. The text file may be generated by a web form or your own in-house software. This tutorial will show you how the text file should be created and give you some ideas on how this powerful feature can be put to use.

## Options Tutorial

## Options Tutorial - Page 1



The very first time you run AddWeb, it is important to make sure some settings are in order. Because of the fact that internet connections, computer types, operating systems and memory will always vary, you will want to 'fine-tune' AddWeb to give you the best possible performance for your configuration.

**Note that you may have to ask your internet provider or network administrator about some of the available settings.**

Start by clicking on the 'Options' button at the top of AddWeb. This will open up the Options page. When you first see it, there will be a lot of information that may seem confusing. Don't worry. In a few minutes it will all make perfect sense to you.

[Proceed to Next Step](#)

## Options Tutorial - Proxy and Mail Settings

### 1. Proxy Server Settings

If you don't know what a proxy server is, don't worry. You don't need to know what it is to run AddWeb. You simply need to know if you connect through one. If you are unsure, simply call your internet provider or network administrator and ask if you are connecting through a proxy server to access the internet. They will know. If you are, ask them what the Server Name is, What the Server Port is, and if a Username and Password are used to connect to it.

If you are connecting through a Proxy server, simply click on the checkbox next to the words Proxy Server and enter the information. You may not need a user name and password for the proxy server, so don't worry if you are only given a Server Name and Port Number.

### 2. E-Mail Settings

AddWeb has the ability to create reports based on the work it does. One of the features is to send these reports via e-mail. In order to send E-Mail, AddWeb will need to know how to send through your computer. AddWeb also uses E-Mail for some of the submissions it makes. If you are not sure what to enter here, your internet provider or network administrator will be able to help. You may also be able to look in the settings of your normal e-mail program for this information.

#### 2a. SMTP Server

This is the computer that your e-mail goes through after it leaves your computer. Think of it as a post office. Your normal e-mail program is configured to use the SMTP server that your network or internet provider provides. AddWeb needs to be configured with this as well. If you are unsure, ask your internet provider or network administrator.

#### 2b. Mail From Name

You may have noticed in your normal e-mail program that where it says your incoming mail is from isn't always an e-mail address, but it shows a real name. That information exists to make it easier to identify who is sending you mail. When you send an AddWeb Report or submission via E-Mail, you should decide what name it says the report is from. Enter that here.

#### 2c. Mail From Address

This should be your e-mail address. This way, when you send a report or submission through e-mail, the recipient can reply to you.

#### 2d. Default Subject

This is the subject that will show in the e-mail containing reports. You will be able to override this at times in AddWeb, but in most cases, this is what will appear in the subject line.

[Proceed to Next Step](#)

## Options Tutorial - HTTP Thresholds and Settings

At the middle-left portion of the Options page, you will notice a section called HTTP Thresholds and Settings. This is a very important area. Here you will fine-tune AddWeb for your particular configuration.

### 1. Timeout HTTP after how many seconds

The value in this field will tell AddWeb how many seconds it will wait for a connection to each engine it submits to. The default is 120 seconds, but if you get many failed submissions, you will want to increase the value. Since AddWeb can do many submissions at the same time, your internet connection speed is shared between all of the open connections. Imagine you have AddWeb set to do 60 simultaneous submissions (threads), and you have a 33.6K internet connection. That would mean that each submission get's 1/60th of it... or about 0.5K. At that rate, each submission is running at only 500 bytes per second maximum speed.

For the above reason, some individual submissions may take a long time to complete, and the 120 second timeout may not be sufficient if you are running many simultaneous submissions (threads).

For now, leave this value alone. Instead of increasing the timeout for slower connections, we will limit the simultaneous submissions (threads), which is explained next.

### 2. How Many Threads to Use for HTTP.

While this was explained a bit in the timeout section, we will explain more here. Each thread AddWeb uses allows it to do another simultaneous submission. So if you are submitting to 10 engines, and you set the threads to 5, AddWeb will start by submitting to 5 engines at the same time. As AddWeb completes the first 5, it will do the next 5. Imagine you had 5 web browsers open and wanted to go to 10 web pages. You could have the browsers get the first 5 at the same time, and as each browser completes, it takes another one of the remaining 5.

This makes AddWeb very fast. However, there are limitations based on your internet connection speed and your computer configuration. Each thread takes more of your computer's resources and more of your internet bandwidth. So if you have a slow connection, a slow computer, or little memory, you will have to lower this value. If you are using more threads (and too low a timeout value from the section above) than your connection or computer can handle, you will end up with alot of failed submissions.

Following is a general guideline for this setting. It may or may not be sufficient for you, but it is a good place to start. In all examples we assume 32 megabytes of memory. If you have less memory, use a lower value:

Connection	Computer	Threads to Use
28.8	Pentium 166	5 - 10
33.6	Pentium II	10 - 20
56K	Pentium 166	10 - 20
56K	Pentium II	20 - 30
ISDN	Pentium 166	30 - 40
ISDN	Pentium II	40 - 60
DSL/Cable/T1+	Pentium 166+	60

Now set the threshold to whatever value you feel is appropriate. Remember that the timeout value is very relative to the value you enter here.

### 3. Delete Engines after how many failures

If you get a lot of failed submissions, you can have AddWeb automatically delete them from your database. If you set this value to 10, for example, and you do 10 submissions with AddWeb, if a particular engine fails each time, it will be autodeleted from your engine database. Keep in mind that when you do an engine update from Cyberspace HQ, the engine may be restored. This is because we often fix them when there has been a change. We suggest that you keep the default value.

#### **4. Retry failed submissions X Times**

Suppose you do a submission to 1000 engines, and during the submission, 150 of them fail. AddWeb can automatically retry the failed ones when it is done. This option is available because a server may have simply been down when AddWeb first tried. You can decide how many times AddWeb will retry before it gives up. We suggest that you keep the default value.

[Proceed to Next Step](#)

## Options Tutorial - Themes and Wavs

The Themes and Wav sections of the options page have nothing to do with actual functionality. Instead they apply only to the looks and sounds of AddWeb. For this tutorial, we won't make any changes here, but below you will find brief descriptions:

### 1. Themes

It is likely that in the Installed Themes section of the page, you will only see one option. This is because we ship AddWeb with only the default theme. An AddWeb Theme is quite simply a set of graphics and color settings that AddWeb can read to almost completely change the look of the application. A theme can change the colors of the windows, text, fields, etc. It can also change many of the graphics such as buttons, status indicators, backgrounds, etc. You will notice that in the Themes section, there is a button labeled 'Download Themes'. This button will launch your web browser and take you to a page on our web site where you can download additional AddWeb themes. Note that you must be connected to the internet to go to the web page.

The themes web site also has a section that shows you how you can make your own theme and have it displayed on our website for other AddWeb users to use.

### 2. Wav Sounds

You may wish to have AddWeb play a sound when a submission is finished. If so, simply enter the path (or click the browse button to the right of the field) to a wav sound you would like to have AddWeb play. The wav sound you put in the 'After Each Site Run' field will be played as soon as a website submission has completed. The wav sound you put in the 'After All Submissions Complete' field will play when AddWeb has finished all website submissions you have queued. The later is convenient if you plan on submitting multiple websites at the same time.

[Proceed to Next Step](#)

## Options Tutorial - Other Options

### Other Options

#### **Show update status and message of the day when loading AddWeb.**

This option will have AddWeb open a window every time you load it, telling you if you have the most current version of the software and the most current version of the engine database. It will also give you a message from our servers. The message of the day can often be important news about AddWeb, or special offers from Cyberspace HQ. If you don't select this option, AddWeb will still check for updates for you, but will only open this window when you have something out of date.

#### **Suppress notification when breaking engine posting rules.**

When you do a submission, AddWeb will skip any sites who's rules you would be breaking by submitting. Normally, when your submission is complete, AddWeb will display a window showing you all of the sites skipped because of rule violations. By clicking this checkbox, AddWeb will still skip the sites with rule violations, but will not pop up the listing upon completion.

[Proceed to Final Step](#)

## Options Tutorial - Conclusion

You have completed the Options Tutorial. Some of what you have looked at may seem a bit confusing, but you have just gone through the most complicated part of AddWeb. We suggest that if you don't completely understand some of the options, you may wish to return to the Options tutorial after completing the rest of the AddWeb Tutorials. This way, you will have used all of the features that the options apply to, and should be more confident with the terms.

The next Tutorial is the Page Builder, which helps you format your home page in a way that some major search engines will index your site more precisely. If you want to skip the page Builder Tutorial and plan on submitting your home page to the engines without any modification, you may wish to skip to the Website Profile Setup Tutorial.

- [Go to the Page Builder Tutorial Now](#)
- [Go to the Profile Setup Tutorial Now](#)

# Page Builder Tutorial

## Page Builder Tutorial - First Step

This tutorial will walk you through the process of using the Page Builder feature in AddWeb



Before we begin, make sure AddWeb is currently loaded and you are on the Page Builder page as shown in the above image.

[Proceed to Next Step](#)

## Page Builder Tutorial - About Page Builder

The Page Builder feature in AddWeb was designed to help make sure your home page is properly formatted for some of the major search engines. When AddWeb submits your website to some of the engines, it only submits your web page address (URL) because the engine has a spider program (robot) that takes the url AddWeb submits and actually visits your web page.

These spiders try to learn about your web site. They will read your web page and try to determine the best keywords, descriptions, etc. themselves. They will even look at links on your website and visit those pages... and eventually, they will not only visit your website, but they will visit every web page you link to.

It is very important that your home page has some information in it that the spiders look for. One such item is the use of what are called META TAGS. There are two meta tags that are especially important. They are Keywords and Description. When some of the spiders visit your page, they will first look to see if you have these meta tags. If you have a Keywords meta tag, they will use the keywords they find in the tag. The same goes for description. If you *don't* have these meta tags, the spider will often try to guess what the description and keywords should be. If the spider is forced to do guesswork, you have no way of knowing how accurate the guess will be.

This brings us to Page Builder. Page Builder either get information from your website profile in AddWeb, get information for an existing web page, or accept information you manually type in. Once the page is filled out, it can create the meta tags for you. You even have the option to have AddWeb insert the meta tags into your existing home page.

[Proceed to Next step](#)

## Page Builder Tutorial - Entering Data

There are three ways to get data into the Page Builder Fields:

- Enter it manually by typing the information in the fields
- Use the Populate from Web Page feature
- Get the data from your existing web profile.
- 

For this tutorial, we will enter the information manually so that you understand what all of the fields represent.

### 1. Enter a Site Title

When Page Builder generates your page, whatever information you enter here will be placed between the <TITLE> and </TITLE> tags on the web page. The information in the Title Tag on a web page is what is displayed on the title bar of your web browser when you visit that page. This is extremely important for some of the search engines that spider your site because it will weigh heavily on how your website is indexed in some of the search engines, and can strongly affect how well your website is positioned with keyword searches. You should make sure that important keywords are included in your title.

### 2. Enter Keywords

The keywords you enter here will be placed in the KEYWORDS META TAG that Page Builder generates. Some search engines will rely on these keywords, and if used wisely, they will help your website get a better position in searches made with these keywords. This isn't enough to give you a good position, but it plays a key role in giving you a better chance. Be sure not to repeat the same keyword. Some engines will simply ignore repeats.

### 3. Enter a Brief Description of Site Contents

The information you enter here will be placed in the DESCRIPTION META TAG that Page Builder generates. You will notice that when you do a search on a search engine, a short description of the site is listed along with the link. Some search engines will use whatever you place here, giving you control over the description. It can also help give you a better position if your description is well written.

### 4. Enter a Full URL to your home page if appropriate.

You will notice that Page Builder gives you two options for how you will save the information it generates. The first is to create a new page, and the second is to insert the data into an existing page. If you want to create a *new* page, AddWeb will need to put a link on the page it generates that sends any user who visits the newly generated page to your home page. Therefore, if you will use Page Builder to make a new page with the information generated, put the address to your home page in this field.

### 5. Enter Title Image Name if appropriate.

Again, if you will be using Page Builder to generate a *new* page, you may wish to have an image on it to make it look nicer. If so, simply put the image name in this field. The image that you list here must reside in the same directory on your website as the page that is generated by Page Builder.

### 6. Select Forward to Home Page checkbox if appropriate.

Once again, this option will only apply if you plan to have Page Builder create a *new* page. If this box is left unchecked, the page that Page Builder generates will simply have a link to the address you specified in the field for the full url to your home page. If you check this box, Page Builder will create javascript code in the page that causes the newly generated page to automatically send the user to the address you specified in the field for the full url to your home page after a few seconds.

[Proceed to Next Step](#)

## Page Builder Tutorial - Saving your work

By now you should have all appropriate fields in Page Builder filled in.

Now you must save the information you entered. As mentioned earlier, there are two ways to do this.

### **If you want to create a new web page with the information generated by Page Builder:**

Click on the Write to New Page Button. A dialog box will pop asking you where you want to save the file. Select a location and filename to save the page as. Once the page has been saved, you will need to upload the new page to your website. In order to submit your new page, you will have to make a Website Profile in AddWeb that lists the web address that points to it.

••• If you don't know how to upload a page to your website, please contact your web hosting provider or webmaster.

### **If you want Page Builder to insert the Page Builder data into an existing web page:**

Click on the Insert into Existing page button. A dialog box will pop up asking you to locate the existing web page on your computer. Locate the page you want to insert the information into and click OK. AddWeb will create all of the formatted tags and insert them into your page. Keep in mind that AddWeb will replace any existing meta tags and title on your page. After completion, you will need to upload the edited page to your website.

••• If you don't know how to upload a page to your website, please contact your web hosting provider or webmaster.

[Proceed to End of Tutorial](#)

## Page Builder Tutorial - Conclusion

You are all done. Now that you have created or optimized your web page with Page Builder, be sure to upload it to your website and make a website profile for it.

- [Start the Profile Setup Tutorial Now](#)

- 

••• While the Page Builder helps your web page get better indexed by some of the search engines, it is by no means a complete solution. There is much competition on the web and using AddWeb and the Page Builder feature will help you get a better position on some search engines, but it cannot guarantee you a position. You will likely get a better position than a page that doesn't use correctly-formatted pages, but many other websites will do the same, so you may not have any advantage over them.

There is no substitute for a well-designed web site with descriptive text and relevant hyperlinks. The search engine spiders are quite intelligent, and look at many factors when indexing websites. We strongly suggest that in addition to submitting with AddWeb and generating pages with Page Builder, you consult with a professional web designer who has experience in these matters.

Following is a list of other features in Page Builder that were not covered in the tutorial:

### Populate Form

This feature will allow you to read information from another web page, either on the internet, or from a file on your hard drive. It will look at the web page and enter data into the Page Builder fields for you. If the page you are reading has META Tags, this feature will read from them. Otherwise, Page Builder will try to gather information based on the text in the page you populate from.

## Profile Setup Tutorial

## Profile Tutorial - First Step

This tutorial will walk you through the process of entering the data for your website into AddWeb. AddWeb will use the information you enter here for the submissions it will make to the web resources.



Before we begin, make sure AddWeb is currently loaded and you are on the Web Profiles page with the Site Info sub-page active as shown in the above image.

[Proceed to Next Step](#)

## Profile Tutorial - Entering Website Data

### 1. Fill out the Web Site Section of the Site Info Page.

In the section titled 'Web Site', you will see several places where you can enter information. Go through each of the fields in this section and enter the appropriate information. A description of each field is listed below:

#### 1a. Home Page

The first field has a small pulldown arrow. This allows you to instruct AddWeb if your website is on a secure server or not. In 99.99% of all cases, you will leave this portion alone, but if your website address starts with HTTPS:// instead of HTTP://, then you will need to select the appropriate option.

In the field to the right, simply enter your home page address without the http://. So you might enter www.yourcompany.com here, or www.yourcompany.com/index.html.

#### 1b. Site Title

In this field you should enter a title for your website. Try to be descriptive and use a title that lets people know what your website is about. Many keyword searches are based on what you enter here. Many resources that AddWeb submits to have a limit to how long your title can be, so if yours is too long, your submission will be rejected.

#### 1c. Description

Here you should enter a more detailed description of your website. Try to keep the description as brief and to the point as possible, but use words that are very relevant. Many keyword searches are based on what you enter here. Be careful with long descriptions. Many resources that AddWeb submits to have a limit to how long your description can be, so if yours is too long, your submission will be rejected.

#### 1d. Reciprocal URL

Some sites you submit to will require that you have a link to their site on your website. When AddWeb submits to these places, AddWeb must tell them where they can find the web page on your site that has a link to them. This part will require a little work outside of AddWeb on your part, but we have made it very easy. Simply click on the button to the right of the Reciprocal URL field. AddWeb will ask you for a location to save a Reciprocal URL page. When you select the location, AddWeb will scan the engine database and create a web page for you with links to all of the sites that require a reciprocal URL. You must now place the newly generated web page on your website and enter the web address that points to the new page in the Reciprocal URL field in AddWeb.

\* If you don't know how to put a web page on your website, please contact your web hosting provider or your webmaster.

### 2. Fill out the Web Site Content Section of the Site Info Page.

In the section titled 'Web Site Content', you will see several checkboxes that relate to what type of content your website contains. Please check the appropriate boxes. These help AddWeb submit your website only to appropriate resources on the web. A description of each checkbox is listed below:

#### 2a. Commercial Website

If your website is of a commercial nature, being run for business reasons, check this box.

#### 2b. Personal Website

If your website does not represent a business, but is a personal website, check this box.

#### 2c. MLM Related Website

If your website is related to any form of multi-level marketing or business opportunities, check this box.

**2d. Contains Adult Related Material**

If you run an Adult site, or a site that is not geared for children or families, check this box.

Please be honest about your Website Content Selections. Honesty in your selections will help you when you remember that by telling AddWeb you run an adult or MLM site will not only remove inappropriate resources from your available resource list, but it will add resources to the list that would be unavailable if you didn't select them.

[Proceed to Next Step](#)

## Profile Tutorial - Selecting Categories

Now that you have filled out everything needed on the Site Info page, select the Category page.

You will notice two sub-pages here. The first is for Main Categories. These are categories that AddWeb uses for almost all of the resources it submits to. In the AddWeb Engine Database, we compare the selection you make here to the closest matching category available on the resource we are submitting to. In almost all cases, the category selections we provide are more than sufficient.

Occasionally we find a search engine resource that has many, many more categories than we can accurately match. In those cases, we provide custom category selections for those engines. This is where the other sub-page (Custom Categories) comes in.

### 1. Main/Sub Category Selection

On the Main Categories page, you will see a row of check boxes to the left. Select the most appropriate category for your website. Once you have made your selection, a list of sub-categories will appear in the window to the right. Select the most appropriate sub-category.

If you don't find a category that matches your site, don't worry. Find the most relevant category you can. In most cases, the resources we submit to only have a few categories available, and AddWeb translates your defined category into a more general category that they will accept.

When you have selected your Main and Sub Categories, click on the tab that opens the 'Custom Categories' Page.

### 2. Custom Categories

As of the time of this writing, there are only two search engines that require custom category selection: Yahoo and Snap. You may see more available if we have added more between the time of this writing and the time you installed AddWeb. For this reason, we will use Yahoo and Snap for this tutorial.

#### 2a. Select Yahoo

In the Engine Section of this page, you will see a checkbox with the name Yahoo next to it. Select it.

Once selected, a list of Top-Level (Main) categories will appear in the window below it. Find the most appropriate category and *double-click* on it. AddWeb will contact Yahoo and get a listing of all sub-categories under the top-level category you selected. Keep in mind that we are getting this information live on the internet, so depending on your connection speed and internet conditions, this could take some time.

Once AddWeb has the list of sub-categories, they will be displayed in the large window to the right.

Notice the information above the sub-category window. You will see that AddWeb tells you this category is not specific enough. This means that you must select a sub-category.

Find a sub-category that is relevant to your site and *double-click* on it. Again, AddWeb will contact Yahoo and get a list of sub-categories under the sub-category you selected.

Again, look above the window. If AddWeb still tells you that the category is not specific enough, you must continue selecting sub-categories (go further down in the Yahoo category tree) until AddWeb says you may submit to this category. Even if AddWeb tells you that can submit to the category selected, we suggest that you go further down the category tree by continuing in the process until you find an exact match for your web site. This will make it more likely that Yahoo will add your site.

If when you select a sub-category, there is nothing listed after AddWeb gets the category list, it means you have gone as far down that category path as possible. If the full category is still not appropriate, you

should start over and take a different selection path.

Remember that these categories are not inside of AddWeb. We get this information live from Yahoo, so what you see is what's available.

**2b Select Snap.**

Once you have completed the process for Yahoo, select the checkbox for Snap and repeat the process. Everything is the same except that this time AddWeb is contacting Snap for categories, and you will have the categories that Snap offers.

[Proceed to Next Step](#)

## Profile Tutorial - Entering Keywords and Owner Information

By now, you have entered your website information and selected appropriate categories for your website submission. Now it is time to enter keywords and information about you.

Select the Keywords and Site Owner Tab.

### 1. Enter Keywords

The top section of this page titled 'Keywords' is where you will want to enter words that are relevant to your website. Some of the engines AddWeb submits to will require that AddWeb gives a list of keywords to use for people searching their engines. AddWeb allows you to enter 21 keywords, which is more than any of the resources actually accept, so be sure to put the most important keywords first.

Keep in mind that most of the major search engines will not see the keywords you enter here in the submission. Instead, they will spider (send a robot program) to your website, which will look for meta tags in your page for keywords. If they don't find meta tags, they will look at the text on your web page for keyword information. You can create meta tags in AddWeb by using the Page Builder feature.

### 2. Enter Site Owner Data

Some sites will ask that we submit certain information about the owner of the website. While we understand that you may not want to publicize this information, some sites do request it in order to submit to them. Enter as much data as you want to enter in these fields.

•• The most important field of all is the *E-Mail* field. If you don't enter a valid e-mail address, you will be rejected by many sites. However, if you do enter a valid e-mail address, your e-mail address with potentially be on hundreds or thousands of web pages, and you will be likely to get a large increase in unsolicited e-mail. We understand that this is a catch-22 situation, but you must keep in mind, for example, that many of the sites that issue website awards cannot award you unless they have a valid e-mail address to send the award to.

We suggest that the best alternative is to secure a secondary e-mail account with a place like hotmail.com which offers free anonymous e-mail accounts for the purpose of your web submissions.

### 3. Notes on this Web

This section of the page is strictly for your own use. Information you place here is never submitted to anyone. It simply exists as a notepad for you to make notations to yourself on issues that relate to this profile. If you want, you may leave it blank.

[Proceed to next step](#)

## Profile Tutorial - Custom Reports

The last tab in the Profile section is for Custom Reports. All features in this section are enabled if you have purchased the Gold or Pro versions of AddWeb. If you have the Standard version, this section is disabled.

For a tutorial on the Custom Reporting, refer to the [Custom Reporting Tutorial](#)

[Proceed to Next Step](#)

## Profile Tutorial - Saving your Profile

Now that you have entered all of the data AddWeb needs to know about your website, you should save your work.

At the bottom right of the AddWeb screen, you will see a button titled 'Save Profile'. Click it.

A window opens up in which you can name the profile you are saving. Simply enter a name and click the 'Save' button.

All of your work is now saved in the AddWeb Profile Database. Any time you wish to submit your website, you can simply go to the Web Profiles Page and click the 'Load Profile' button to load your data into memory.

[Proceed to End of Tutorial](#)

## Profile Tutorial - Conclusion

You are all done. You have now completed the entire setup for a Website Profile. The next step is to submit your website or to use the Page Builder to generate meta tags for your home page.

- [Start the Website Submission Tutorial](#)
- [Start the Page Builder Tutorial](#)
- 

Following is a list of links to other options available in the Website Profiles section that were not covered in the tutorial:

### [Populate Form](#)

This feature instructs AddWeb to look at an existing web page and gather much of the data you entered manually in the tutorial. It can find keywords, Site Title, Description, etc. and automatically fill in many of the AddWeb fields for you.

### [History](#)

Once you have submitted your website several times, you might want to see some information on your submission history.

### [Statistics](#)

You may have noticed some of the LED Digits in the profile section. This explains what they are about.

## Submission Tutorial

## Submission Tutorial - First Step

Before starting the submission tutorial, make sure you have first created and saved a [Website Profile](#) and have gone to the [Options](#) section and entered your correct settings.

The first step in doing a website submission is to select which promotional resources (Engines) you would like to submit your website to. These include search engines, link directories, award sites and others. The entire selection process takes place on the 'Engines' page of AddWeb. Select the button at the top of AddWeb titled 'Engines'.



At first, this page may seem a bit complicated, but in just a few moments you will see how simple it actually is.

The Engines page is divided into four general sections:

### 1. The Engine Category Section

This is the upper-left area of the page. It shows a list of available categories. When we add a resource to our database, we also assign it a category. This is meant to help you only select resources appropriate for your site. Each category contains a list of resources you may submit to. For example, if you click on 'Major Search Engines', AddWeb will automatically select all major search engines for submission. If you select 'Award Sites', AddWeb will select all of the award sites in the database.

For the purpose of this tutorial, let's just select 'Major Search Engines'. You can submit to the others later.

### 2. The Engine Selection Section

After you have selected the categories you wish to submit to, all available resources in your selected categories will appear in a list in the upper-right area of the page. Keep in mind, that if you have selected more than one category, the contents of ALL selected categories appear in this list. You will notice that each resource has an icon to the left of it. Click on one of the engines in this list and you will see the icon change. Click it again and it will change back. This turns the engine ON and OFF. If it is off, you are choosing not to submit to that engine. We added this functionality so that you have the option to selectively choose which resources you want to submit to in the categories.

### 3. The Engine Statistics Section

In the lower-left portion of the screen, you will see many numbers and some statistical information. This section gives you most of the information we know about the resource you last selected in the Engine Selection List at the upper-right portion of the screen. Go ahead and select another resource. After a second, you will see the statistics change a bit.

These statistics can help you get a better understanding of the resources you submit to. You can get complete details on these statistics later in the [Current Highlighted Engine Statistics](#) Section of this help file, but for now it is not important.

### 4. The Button Section

At the lower-right portion of the page, you will see two rows of buttons. These buttons further help you to quickly select resources. There are buttons that turn the selection process into a one-step click, as well as buttons for filtering your selections. For example, you may want to select all resources that you have not submitted to in the past 30 days. Or you may wish to have AddWeb automatically select all new resources that you have never submitted to. For users who are very selective in their submission lists, AddWeb has options to save and load lists so that once you have a list you like, instead of going through

the selection process again, you just load your custom list when you want to resubmit.

For this tutorial, we are only submitting to major engines, so just click on the 'Major Engines Button'. You can get more detailed information on all of these buttons in the Engines section of this help file later.

[Proceed to Next Step](#)

## Submission Tutorial - Submitting your web site

Now that you have selected the engines you would like to submit your website to, click on the 'Submit' button at the top of AddWeb.



Once you have clicked the submit button, you will be presented with the Submission status and Action screen. Notice toward the top left of the screen, there is a list containing the engines you have selected. That list will always show you which engines you have yet to submit to during the submission process.

Below the Engines to submit list are 3 more list boxes, which should be empty now.

### The Successful Submissions List Box.

First is The successful submissions list box. Each time AddWeb successfully completes a submission, the engine name will be moved from the engines to submit list to the successful submissions list, and the counters will be updated accordingly. A successful submission does not mean you are listed on the engine. It only means that AddWeb has successfully placed a request for the engine or other promotional resource to consider your application for a listing. For more information on the definition of a successful submission and what typically happens after you have submitted, see the help file topic titled '[Definition of a Successful AddWeb Submission](#)'.

### The Failed Submissions List Box

The next list box lists all failures. A failed submission can be caused by many factors. The site you are submitting to may be temporarily down, or it may have gone offline. They may have made a change that we need to update in our database. It can often be your internet connection, or theirs that causes it to time out, or fail to find the site. This is why we maintain our database and frequent database updates are so important. The actual performance of AddWeb is affected to many circumstances which are beyond the control of our software. When doing your submissions, a couple hundred failures is not uncommon due to the great number of factors that can cause a failure.

You will also see that 'skipped' submissions will be listed in the failure list box, although skipped submissions have their own counter. A skipped submission is either one that you have selected to skip during the process, or one that AddWeb intentionally skips due to engine rule violations that would have occurred had you posted to the engine.

For more information on what makes a failure happen, see the help file topic titled '[Definition of a Failed AddWeb Submission](#)'.

### The Webs Being Submitted List Box

The last list box on the left portion of the screen shows which website profiles you want to submit to the engines you have selected. This is probably blank right now, so look over at the right of the screen. You will see a vertical row of buttons. Click on the first button under the word 'Profiles' which is titled 'Add'. A new window will open up with a listing of any Website profiles you have stored. Double-Click on the saved profile of a website you wish to submit to the engines you have selected. If you have more than one, and would like to submit more now, Double-Click on any other profile(s) you wish to submit.

**If you haven't created and saved a website profile yet, go through the [Profile Setup Tutorial](#) and come back to this when you have saved one.**

Close the 'Add Profile' window. You will now see the profile(s) you want to submit in the Webs Being Submitted List Box.

You are now ready to submit your website! Click below to go to the next step of this tutorial so you know what to expect during the submission process.

[Proceed to Next Step](#)

## Submission Tutorial - The Submission Process

You are now ready to watch AddWeb get to work. There is but one button to press to submit your website to thousands of web promotional resources. But before you press the button, let us explain what you are about to see:

During the submission process (Submission Run), AddWeb turns from a static, simple looking program to one that dances with visible activity. Numbers increasing and decreasing, text rapidly moving from one place to another, and lights flashing all over your screen. You will surely ask yourself: What in the world is going on? This section of the tutorial will shine some light on the visuals and the behind-the-scenes work that AddWeb is doing.

### List Box Activity

During the submission run, engines will be moving from list box to listbox, and sometimes back and forth. When an engine has yet to be submitted, it is in the top left list box. When it succeeds, it goes to the success box, when it fails or skips, it goes to the failed/skipped list box, and toward the end, depending on your retry setting in the options, it will go from the failed list box, back to the engines to submit box, and then to the success or failed list box again. With thousands of engines, you can imagine the activity here.

### All of those Digits by the List Boxes

They simply tell you at any given time, how many engines have yet to be submitted, have succeeded, failed, or skipped.

### Submitting Profile

This line tells you which website profile AddWeb is working on right now.

### Success vs. Failure

This line contains a status bar which shows a scale of successful submissions versus failures. Like all on-screen statistics, this is live, so you will see it fluctuate. A full line represents 100% success, while an empty line represents 100% failure.

### Engines Completed

This status bar and LED digit represents how many engines have been submitted to.

### Engines Remaining

This status bar and LED digit is the opposite of the line above, representing how much you have already done.

### Center Screen Graphics

At the middle of the screen, you will see a series of 60 graphics. Each graphic represents one thread during the submission run. Remember, a thread is a submission, and since AddWeb can do 60 submissions at the same time, there are 60 graphics. If, during a submission run, you hover your mouse pointer over the graphics, you can see which engine is represented by each. Right-Clicking on a graphic will also give you the option to skip it, and fill that thread with another engine.

At the bottom of the screen is a legend showing what the different graphic states represent.

OK, we have spent enough time telling you what to expect. Let's get going, shall we?

Click on the button at the lower right of your screen marked 'Submit!'. When it is all done, proceed to the next step.

[Proceed to Next Step](#)



## Submission Tutorial - Submission Completion

If you are reading this, it is assumed that you have just completed your first submission.

You will notice that you have many successful submissions and surely quite a few failed submissions as well. Failed submissions are perfectly normal. When we see a pattern of failures in the database, we remove dead engines. But no matter how fast we remove them and add new sites, there is always a percentage of failures. This is in part due to the numbers, and partly because your connection and the site's connection can easily cause failures.

All of the data from your submission is now stored in the AddWeb databases for the future. It will be used when you choose to make reports, or when you view engine statistics, profile history, etc. Your AddWeb historical databases have been born, and now you have requests to add your website to search engine indexes out there.

Proceed to the next step to learn about the waiting period.

[Proceed to Next Step](#)

## Submission Tutorial - Waiting to be added

You've entered your web data, you have selected engines, and finally you have submitted your website. Now what?

Now you wait. If you just did a submission run, don't expect results right away. Some sites will add you right away. Some will take days, some take months, and some will never add your site no matter what you do.

As the process goes, AddWeb acts like your web browser does when you fill out a form on the web. AddWeb submits your site for review, but only the site receiving the submission can actually list your website. Some of these engines are automated, but many, if not most, are actually processed by humans. These humans can be backlogged with hundreds of thousands of other submissions, causing some to get lost, and others to simply take forever. All in all, website submission is something of a numbers game. The more sites you submit to, the more you will get listed on, although not all of them.

### How long to wait: Search Engines

The major Search Engines are, for the most part, going to take the longest. Infoseek is automated, so it can be very fast. In contrast is Yahoo, which will take months if you are lucky. However, submitting manually is no different. The wait is simply what it is. Resubmitting your site over and over won't help. In fact, it can hurt you in the long run.

### How long to wait: Link Directories

Many of the link directories are also automated, but some are manual. The manual ones will take time. The automated link directories, however, may have a maximum number of links they will allow on their site. When the maximum is reached, one of two things happens: Either the oldest links rotate off of the site, or the site allows submissions, but they go nowhere until the person maintaining the site removes some entries. The later will, unfortunately cause a false report of a successful submission in AddWeb.

### How long to wait: Award Sites

Award sites are all 'Submit One Time Only' sites. If they decide to issue you an award, you should be contacted in your e-mail. Usually, if they don't, your submission will simply be ignored.

In conclusion, don't be anxious.

[Proceed to Final Step](#)

## Submission Tutorial - Conclusion

Assuming you have completed the Options, Page Builder, Profile and Submission tutorials, you have gone through the key features of AddWeb. Now you have your website(s) in AddWeb and have submitted to the engines. There is still much more of AddWeb to explore, and we have supplied tutorials for other features:

[The Ranking Tutorial](#) - It isn't a good time to see how your site ranks on the search engines yet. However, you may want to have a look so that you know how it works. The ranking feature allows you to supply a website address (url) to look for on the search engines, and a keyword to search the engines with. AddWeb will do a keyword search on the engines, and look for the address you specified. If it finds the address with that keyword search, it will tell you where it ranked. So if you are the 32nd listing with that search, AddWeb will display '32'.

[The Search Tutorial](#) - Again, if you just did your first submission, don't expect to find your site on the engines. But this utility is a great way to do general searches on the major engines.

[Reporting Tutorial](#) - Now that you have created a profile and done a submission, you have information in the AddWeb databases that you can generate reports with. These reports can be output to HTML, ASCII Text and even to an E-Mail address!

Following is a list of links to the documentation of other features on the Submit page that were not covered in the tutorial:

## Ranking Tutorial

## Ranking Tutorial - First Step

If you have just done your first submission, don't expect any results yet. It will be a few weeks at best before you can hope for any favorable results in Ranking.

The Ranking feature in AddWeb was designed to help you see how well you are doing on the major search engines. For example, if your website sells bowling balls, you would want bowlers to find your site when they searched the Internet. Perhaps if someone went to a search engine and typed the words 'Bowling Balls', you would hope to be among the first listed.

Rank checking will help you see where you stand. Before you get excited about being the first listing for anyone that searches for bowling balls, ask yourself what keywords make sense for your site. If they sound uncommon, you stand a fair chance of getting a good ranking. But what if you wanted to see where you rank with a keyword such as 'computer'? Go ahead and open your web browser, go to a search engine and search for 'computer'. How many sites does the search engine have that are relevant to that word? Of course, the answer is in the millions. So you may have a one in a million chance of being on the first page of such a search. Even on a less common keyword, the number may be one in 10,000.

You can, of course, give yourself an edge that can significantly increase your chances. That is by having a well designed site, using Page Builder to generate meta tags on your home page, etc. But you must still set your expectations within reason. All of this can possibly turn that one in a million to one in 10,000, or 1 in 10,000 to one in 100 or so.

Using a combination of Page Builder, Submissions, well designed pages and ranking will help you in your quest for the most visibility you can get in a free search engine listing.

To try out the ranking feature, proceed to the next step.

[Proceed to Next Step](#)

## Ranking Tutorial - Ranking a Site

The ranking feature is quite simple. First click on the 'Ranking' button at the top of AddWeb.



### 1. Set the Search Depth

Toward the top left you will see a pulldown with the number 50 in it. This is called the Search Depth. When you check for the ranking of a site, how deep do you want to go in the search engine results? If you only want to look at the first 50 listings in each engine, leave it alone. If you want to look deeper, select a higher number. Let's select 250.

### 2. Enter a website to rank

to the right of the search depth field is the website to rank field. Here you will enter all or part of the website you will be looking for in the listings. You can even use only a part of a web site address, so if you wanted to find the first occurrence of 'microsoft.com', you would simply enter 'microsoft.com' (without the single quotes). Let's use microsoft. Enter microsoft.com.

### 3. Enter the keyword(s) to search with

Let's enter 'Windows'. We will find out how well Microsoft ranks in a search for 'Windows' on the search engines.

### 4. Select which engines to search in

In the large window at the center of the screen are two rows of small boxes. Each box has a check box in it, with an engine name and a number to the right. Click on the checkbox next to each engine you wish to do a ranking search in.

### 5. Start Ranking

Click on the 'Start Ranking' button at the bottom of the screen. As soon as you do this, AddWeb will come to life. Look in each of the boxes for the status of the engine ranking. Since AddWeb is multi-Threaded, it will check the ranking on all the engines you selected simultaneously.

When it is all done, the digits in each box will tell you what position the website you entered was located in, if at all, on each engine. If it was not located the number will remain at Zero.

[Proceed to Final Step](#)

## Ranking Tutorial - Conclusion

Remember that not only can it take quite some time to get added in many of the search engines, but you may not have a high ranking, especially if your type of website is fairly common on the web. Also remember that a well-designed website with well-formatted Meta Tags is very important.

For this tutorial, we didn't rank your own site since it hasn't been long enough. But once you start appearing in the engines, and you want to rank your site, you can select it from the pulldown menu in the 'Website to Rank' field. When you do this, your ranking will be made available to AddWeb reporting!

[Start the Search Tutorial Now](#)

## Search Tutorial

## Search Tutorial

The Search Function is a very simple one. It is intended to simply be a quick way for you to do web searches from within AddWeb. Click on the Search Button at the top of the AddWeb screen.



To the left of the Search screen you should see a row of checkboxes with search engine names beside them. When you wish to perform a search, check the box next to the name of the engine you wish to search on.

In the middle of the screen is a large listbox. If you have created any profiles, your website addresses should be listed here. If you simply want to look for your website, select one of them. If you would rather do a general search, enter a keyword to search with in the field at the top of the listbox.

At the bottom left of the screen, there are two more checkboxes in a section titled 'Search Options'. The first is 'Perform General Search'. This should be checked if you are doing a keyword search. The other one is titled 'Search for URL'. If you have selected one of your web addresses to search for, select this option. It will format the search on the engine in such a way that it looks for your web address on the engine.

Once you have selected everything, click on the 'Search' button at the bottom right. AddWeb will launch your default web browser and do the search you requested.

## Reporting Tutorial

## Reporting Tutorial

There are several places in AddWeb where you can access the Reporting features. These include: From the History Screen (accessed from the Profiles Section), From the Engines Section, From the Submit Section (only after you have just completed a submission), and from the Ranking Section.

All of the reporting buttons open the same window, and contain the same options, but before you can generate a report, you must have something to report on. That means that you must have first created a profile, saved it, and performed some action with it such as a ranking or a submission run so that the profile has some history with which to generate a report.

Click on one of the reporting buttons now. The first thing you see is a window asking which profile you would like to make a report for. Select one and click LOAD.

The Reporting Screen will now open. At the top-left you will see a section titled 'Output To'. Your options are HTML, Text and E-Mail. Depending on which option you select, you may have different reporting options. Select HTML.

At the top-middle of the screen is a list titled 'Report Styles'. If you have registered AddWeb Gold or Pro, you will be able to select from multiple styles (themes) of reports. If you have the standard version, you will be limit to the default report style.

At the top-right of the screen is the 'Available Reports' list. Click on the different items in the list. You will notice that below the list is a 'Report Description' area which gives you a description of each report you select. Select the Last Submission Report.

**It is assumed that you have already done a submission run within this profile.**

At the bottom-left is a field for the directory the reports will be saved to. By default, this directory will be AddWeb\Reports\Output, but you may select any directory you wish using the browse directory button. If the directory does not exist, AddWeb will create it automatically.

If you were generating an E-Mail report, you could use the field at the bottom-right to enter an e-mail address.

Now simply click on the 'Generate' button and AddWeb will create your reports.

## Auto Reporting Tutorial

## Auto Reporting Tutorial - Introduction

••• Auto Reporting is a feature that is only enabled if you have registered the Gold or Pro version of AddWeb

The Gold and Pro versions of AddWeb have many features that add to the power AddWeb gives you, however the most significant is the flexibility of reporting. Being that the Gold and Pro versions are designed for the professional user, powerful and flexible reporting is a must.

The custom reporting is accessed through a set of variables and commands that you can place into a text file or HTML page. You design your report the way you want it to look, but in place of the actual data, you insert a word surrounded by the percent symbol (%) that AddWeb replaces with the relevant data when the report is generated. In addition, at the beginning of each file, you can designate several commands that tell AddWeb how to format the data.

••• Custom Report Scripting is not documented in this help file. Please see our website at <http://www.cyberspacehq.com/support/pro> for information on Report Scripting.

The auto-reporting feature allows you to automate report generation so that whenever AddWeb performs an action such as a submission run or ranking, the reports are auto-generated. This can be very desirable when you do a large number of submissions.

[Proceed to Next Step](#)

## Custom and Auto Reporting Tutorial - Auto-Reporting

••• Custom and Auto Reporting is a feature that is only enabled if you have registered the Gold or Pro version of AddWeb

Before exploring the Autoreporting, you must have created a [profile](#), and you must have filled out all of the E-Mail related fields in the [Options](#) section of AddWeb.

For the purpose of this tutorial, we will only automate E-Mail Reports. Start by loading a website profile into AddWeb.

Select the Automated Reporting tab in the Profiles Section.

Toward the top left of the screen, click on the E-Mail checkbox only.

In the Available Reports for Selected Style section, select 'Last Submission Report'.

Lastly, in the Automated Report Options section, enter your e-mail address in the field titled 'E-Mail Reports To'.

Now do a submission for this profile. After the submission is complete, check your e-mail. You will see that a report was automatically e-mailed to you.

This only scratches the surface of Automated Reporting. For more information, see the [Automated Reporting](#) section of this help file.

## Import and Autorun Tutorial

## Import and Autorun Tutorial

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Creating a tutorial for Import and Autorun is quite difficult because this feature must rely on the creation of an import file by a source external to AddWeb. The import file may be created by hand in a text editor of your like, but that would defeat the purpose of this feature. This feature is intended to allow you to use a web-based form to enter profile data for AddWeb use.

Since there are so many various programs you can use to create the import file, we cannot explain them. Instead, for the purpose of this tutorial, we will explain what needs to be done, not so much how to do it.

### Using a Web Form to Create an Import File

In order to do this, you must first have a CGI program or web application server that can create a text file based on information input into the webform. It must have the ability not only to output to a text file, but to create the text file in the format you desire. You will either have to find a programmer that can write this for you, or use a pre-packaged program for this purpose. If you are a novice, you may wish to look at a program called Polyform by O'Reilly and Associates. <http://polyform.ora.com/>. If you are more expert, consider writing something using ASP, or seek out a program called Cold Fusion by Allaire: <http://www.allaire.com>. Polyform and Cold Fusion are not inexpensive, but they will do the trick. Any programmer who is comfortable with CGI should have no trouble writing this for you as well.

### How the web form must create the Import File

The Import File that must be created is in a standard Windows INI file format, and it must be placed in the \AddWeb\Batch directory on your hard drive. At the beginning of the file, there must be the text: [AddWeb Profile]. Underneath this text are a series of lines with field names followed by an equal sign, then the value to enter into the field. The order that they appear in is not important, but the field names must be entered correctly or AddWeb won't know how to read them. A listing of the field names required can be found in the section titled [Descriptions of Import File Fields](#). You may also look at a sample Import File in the section titled

[Sample Import File](#). There is more information about creating Import files in the [Import and Autorun](#) area of this help file.

### How to Import once you have an Import File.

Once you have an import file completed and saved into your \AddWeb\Batch directory, you are ready to import it into AddWeb. Simply run AddWeb and Select the File Button, then the Import and AutoRun option on the menu. This will open the Import and Autorun dialog. You should see the filename of your Import File in the listbox. Select it. If you have more than one import file, you can multiple select by holding down your shift key as you select. Now, you have the option to simply Import and Save by selecting the Save Only button, or you may import and do a submission. If you want to import and do a submission (AutoRun), select one of the engine options at the bottom of the screen. Next decide if you want to Submit AND Save, or simply submit the imported profile without saving the information the AddWeb database. Click the appropriate button and watch it go!

There is more information about Import and Autorun in the [complete documentation](#) of this help file. It is strongly suggested that you read all about Import and Autorun before you use the feature.

## **Complete Documentation**

## Web Profiles Screen

## Overview of the Web Profiles Screen



The Web Profiles section of AddWeb is where you setup all of the information about your website(s) that AddWeb will submit to the engines and promotional resources. Each place AddWeb submits to requires different information. Some want only the web address, some want the address and e-mail, etc. For this reason, we have supplied common fields for just about everything a site will ask for.

Breakdown of the Profiles Page:

### *Items available on all tabs:*

- [Populate Form Button](#)
- [History Button](#)
- [Clear All Fields Button](#)
- [Load Saved Profile Button](#)
- [Save Current Profile Button](#)
- 

### *Items on the Site Info tab*

- [Profile Statistics Section](#)
- [Web Site Section](#)
- [Website Content Section](#)
- 

### *Items on the Category Tab*

- [Selecting Main Categories](#)
- [Selecting Custom Categories](#)
- 

### *Items on the Keywords and Site Owner Tab*

- [Keywords Section](#)
- [Site Owner Section](#)
- [Notes on this web section](#)

### *Items on the Custom Reports Tab*

\*\*\* Note: These features are not available in the Standard Version

- [Report Data Section](#)
- [HTML Report Style Section](#)
- [Auto Reports Section](#)
- [Report Directories Section](#)
- [Custom Message for E-Mail Reports Section](#)
-

## Populate Form Button on Profiles Screen

The Populate Form option allows you to gather some information for your profile from an existing Web Page. When you populate from an existing page, the following fields will be collected from it:

- **Home Page**
  - AddWeb will take the home page directly from what you tell it in the populate dialog box. If you are populating from a file, and not a web address, this will not be filled in.
- **Title**
  - When AddWeb examines the page you are populating from, it will look for any text between the title tags on the page ( <TITLE> and </TITLE>). It will insert this information into the Title field in AddWeb.
- **Description**
  - First AddWeb will look for a META DESCRIPTION tag on the page. If it finds one, that will be used in the description field in AddWeb. If the meta tag doesn't exist, AddWeb will try to import the first few hundred characters of text on the page, which may have undesirable results.
- **Keywords**
  - First AddWeb will look for a META KEYWORDS tag on the page. If it finds one, that will be used in the description field in AddWeb. If the meta tag doesn't exist, AddWeb will try to scan for keywords on the page. If AddWeb has to try to scan for keywords outside of the meta tag, the results may not be desirable.

You will still need to fill out the remaining fields for the profile.

### How to use the Populate Feature

The populate feature is very simple. After clicking the button, you have two options. Either populate from a page on the web, or from a file on your hard drive. Select the appropriate option and click OK. AddWeb will read the page you entered and fill in the fields on the Profiles page.

## History Button on Profiles Screen

The History button will open up a new window which displays the submission history for the loaded web profile.

Engine Name	Last Submit	Total Posts	Successes	Failures	Time Taken
1000s of Web Links	01/27/1999	2	2	0	10sec
11PM FREE FOR ALL LINKS	01/27/1999	2	2	0	6sec

You should see a display that shows every resource that the loaded profile has ever submitted to, including deleted ones. This window is for information only, giving you the last time you submitted to the site, Total submissions (posts), how many times you succeeded, how many failures, and even how much time it took AddWeb the last time you submitted to it.

While this information cannot be acted on directly, AddWeb uses the history database for engine filtering and rules checking during a submission.

## **Clear All Fields Button on Profiles Screen**

Clicking the Clear All Fields button will delete any information you have in any fields in the profiles section. It is like starting with a fresh profile that has no information in it.

## Load Saved Profile Button on Profiles Screen

The Load Saved Profiles button opens a dialog box that shows a list of all saved website profiles in the AddWeb database. You may highlight one and load it, or highlight and delete it altogether.

•• Note that if you delete a profile, it is gone for good. In order to get it back, you will have to re-enter all of the data and save it again.

## **Save Current Profile Button on Profiles Screen**

Clicking on the Save Current Profile button will open a dialog box with a listing of all saved profiles. Use this option to save all of the information in the Profiles Screens to the AddWeb database. If you would like to overwrite an old profile, simply click on the profile name you wish to overwrite and then click save. Otherwise, you may enter a new profile name in the field at the top to save it as a new, unique profile.

## Site Info Tab

## Profile Statistics Section

Toward the top of the Site Info Page, are a series of LED Digits. These are statistics for the profile you currently have loaded, and will change each time you do a submission. They are as follows:

### **Last Date Submitted**

Displays the last date you processed a submission for this website profile.

### **Sites Submitted on Last Submission**

How many engines and promotional resources you submitted to during the last submission for this website profile.

### **Total Attempted Posts**

This gives you a grand total of submissions for this profile. For example, if you did 10 submission runs, each to 1,000 engines, this value would show 10,000.

### **Successful submissions this web has had**

Every time you submit successfully to an engine, this number will increment by one.

### **Failed Submissions this web has had**

Every time AddWeb fails to submit to an engine (including failures and skips), this number will increment by one.

### **Total Submission Runs for this web**

Every time you do a submission run for this website profile, this number will increment by one. For example, if you did 10 submission runs, each to 1,000 engines, this value would show 10.

## Web Site Section

The Website section of the Site Info page is where you enter general information about your website. The field descriptions are:

### Home Page

There are two fields for the home page. The first contains the HTTP:// part and the other should include the remainder of your web address. The second option in the field which displays HTTP:// is 'HTTPS://', which should only be used if the web page you are going to submit is on a secure server. If you normally type in https://... to get to the web page, select accordingly.

### Site Title

Enter the title of your website.

### Description

Describe your website. Be brief, but be sure you use words that are very descriptive of the content people will see on your site.

### Reciprocal URL

Some of the engines and promotional resources AddWeb submits to require that you add a link to their website before they will add your link. This is especially true of many award sites. Enter the complete url (web address) of a page on your site where you will have such links. This url will be sent to those sites that have such a requirement so that they can verify your link to them.

### ***Generating a Reciprocal URL page***

Naturally, you don't know which places want you to link to them, so AddWeb has a list of sites with a reciprocal URL requirement in the engines database. AddWeb can generate a simple web page with these links for you. By clicking on the button to the right of the Reciprocal URL field, AddWeb will ask you for a location to save the new page. Once it is saved, put it on your website. **•••After you have placed the page on your website, go to the page with your web browser, and make sure you have entered the correct address in the Reciprocal URL field.**

## Website Content Section

One of the strongest features of AddWeb is that it helps you make sure you only submit your website to appropriate places. However, it is important that you tell AddWeb what type of website you have. The options in this section are as follows:

### **Personal Website**

If you select this option, AddWeb will not submit your site to places that are for businesses only.

### **Commercial Website**

If you select this option, AddWeb will be sure to submit your website to 'Commercial Only' places, but will not submit to places that don't allow commercial content.

### **MLM Related Website**

If you select this option, AddWeb will submit your site to places that relate to Multi-Level Marketing Only, and will not submit you to places that disallow Multi-Level Marketing sites.

### **Contains Adult-Related Material**

If you select this option, AddWeb will not submit your site to places that disallow adult content. However, it will submit your site to places that are dedicated to adult content.

**Category Tab**

## Selecting Main Categories

Choose the most appropriate category for your website by checking one of the main category checkboxes, then by selecting a sub-category from the list that appears in the box to the right.

If you don't find a category that matches your needs, select the closest appropriate category you can find. In most cases, AddWeb must translate from your selected category to a choice of only a few, very general categories on the sites receiving the submission. Because of this, listing many very detailed categories is overkill.

Be sure to also select the [custom categories](#).

## Selecting Custom Categories

Some search engines such as Yahoo and Snap have so many categories, that the general category listing in AddWeb isn't enough. These sites also add new categories regularly, so maintaining a database can be very difficult.

Because of this, the AddWeb interface actually browses these sites for live categories while you are selecting them. This assures you that the category choices you have are always available and accurate.

To select your custom category, first select the engine that you will be selecting it for. These options are in the 'Engines' section of the page. You will see that a listing of top-level categories shows up below.

Double click on the most appropriate top level category. You will see a small status indicator pop up. This may take some time because AddWeb is actually looking at the engine for sub-categories. When it is done, a listing of sub categories will appear in the listbox toward the bottom right.

Look at the list of sub-categories and find the most appropriate one. You can continue to double-click sub categories to go down the engine's category tree until you find one that is appropriate for your site.

While you are browsing categories, look above the sub category list. AddWeb will show you the full category path you have chosen, and will also tell you if the engine accepts submissions to the category you have selected so far.

Once you have finished both engines, custom category selection is complete and the information will be stored in the database for the future once you save your profile.

## **Keywords and Site Owner Tab**

## Keywords Section

Enter keywords that you feel are appropriate for your website. If you want, you may enter more than one keyword per field, but more than 21 keywords is usually overkill.

Make sure you put the most important keywords in first, because sometimes all of the fields cannot be submitted.

## Site Owner Section

Most of the information in the site owner section is very rarely used, with the exception of the E-Mail field.

•• The E-Mail field is one of the most important fields in an AddWeb profile, but there are some important things you need to know before you enter your address here.

When submitting your website, many of the places that receive your submission want your e-mail address. This poses a few potential problems that you must be made aware of.

We strongly suggest that you still put in a valid e-mail address, because some of the mail you will receive is important, such as email from Award sites. An alternative is to obtain an anonymous, web based e-mail address, which can be obtained for free from places like hotmail.com.

You will need to decide whether or not to use your normal e-mail address or to get an anonymous e-mail address. Please consider the following:

### **Reasons to use an anonymous E-Mail address that you do not use for regular e-mail are:**

- Your E-Mail address will be posted on some of the sites AddWeb posts to. This makes your e-mail address ripe for spider programs that collect e-mail addresses for the purpose of spamming you.
- Some of the sites you post to will gather e-mail addresses for the purpose of sending promotional letters to you... which you may consider spam.
- 

### **Reasons to use your normal e-mail address instead of an anonymous e-mail account:**

- An anonymous account will require that you check your mail on that account from time to time.
-

## Notes on this web Section

The notes section is for your own use. This information is never submitted. The text you place in this field is saved to the profiles database.

**Automated Reporting Tab**

## Overview of Auto Reporting

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

The Automatic Reporting section enables features for users of AddWeb Gold and Pro to completely automate the reporting process. This allows you to generate reports automatically every time you do a submission. Furthermore, it allows the automated reports to have your own Name, Logo and URL instead of the AddWeb and Cyberspace HQ information.

[Report Types to Automate](#)

[Report Style to Automate](#)

[Custom Message for E-Mail Reports](#)

[Available Reports in Selected Style](#)

[Automated Report Options](#)

## Report Types to Automate

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

You can select to automatically generate reports to any combination of the 3 options: E-Mail, HTML or Text. Be sure to fill in the appropriate fields in the [Automated Report Options](#) Section.

## Report Style to Automate

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

If you have downloaded or created plugin reports, you will be able to select from various report styles. Otherwise, you will only have the DEFAULT report style available. When you select a style, all of the Available report options should change.

## Custom Message for E-Mail Reports

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

Any message you type into this field will appear at the top of any E-Mail report you send. You can load and save default reports by right-clicking in this window and selecting the appropriate option.

When you right-click in the window, you will also see a list of variables that can be placed in the E-Mail message. For example, if you select First Name, the variable %FIRST% will show up in the window. When the report is generated, %FIRST% would be replaced by the First name of the Site Owner as entered in the profile.

## Available Reports in Selected Style

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

This list shows all of the available reports that can be generated automatically with the selected report style. Whichever you select will be created whenever you do a submission run.

## Custom Message for E-Mail Reports Section

••• All features on the custom reports tab will only work if you have registered the Gold or Pro versions of AddWeb.

### Text Report Dir

If you have selected to auto-generate Text reports, enter the path they should be saved to. You can browse for the directory by clicking the button to the right.

### HTML Report Dir

If you have selected to auto-generate HTML reports, enter the path they should be saved to. You can browse for the directory by clicking the button to the right.

### Path To Image

This feature will replace the standard image in the reports to the image you enter here. AddWeb Report scripting allows you to specify the standard image. You can browse for an image by clicking the browse button to the right.

### URL On Reports

By default, at the bottom of all reports is a link to the Cyberspace HQ website. You can replace this with your own URL by entering it here.

### Name on Reports

By default, at the bottom of all reports the name AddWeb is listed. You can replace this with your own company name by entering it here.

### E-Mail Reports to

If you have selected to auto-generate E-Mail reports, enter the email address they should be sent to here.

How to...

## How to automatically fill in the fields from an existing web page

To fill in fields automatically from an existing web page, use the [Populate Feature](#).

## How to get the best placement in Yahoo

Make sure you have browsed the Yahoo custom categories and have selected a very exact category for your website. Remember that when you see the subcategories for Yahoo in AddWeb, you can continue to double click on them to get more sub categories deeper in their category tree.

For more information, see the [custom categories](#) section of this help file.

## How to get listed higher in the search engines

You may or may not be able to get a high ranking in the search engines. It will be especially difficult if you have a website with a very common market, because there are so many other websites competing for the same thing. For example, if you do a search for the word 'computers', you will be competing with tens of millions of other sites for high ranking, and surely hundreds of thousands have well designed sites with meta tags and the such, so you may not be very lucky.

If you have an uncommon market, and the keywords someone might use don't receive too many results, you have a better chance.

You should start by designing a website that is very content-rich. You should have lots of links and lots of text. The text should be very relevant to the subject that you want people to search for. Your text should be very descriptive. If you are going to use product logos, be sure to also have the names in simple text on the pages. You should make sure the titles of your pages contain the words that you want people to search for. Make your website very informative. Don't use small text or hidden text. The search engines will catch these things and think you are trying to trick them. Don't use the same keywords over and over. This will be caught as well. Submit to as many sites as possible with AddWeb as some of the engines will give you a better rank if they have lots of other sites in their database with links to your site. Lastly, be patient. It can take months and months to get on some of the engines.

## **How to make sure you get less spam due to your submissions.**

When submitting your website, many of the places that receive your submission want your e-mail address. This poses a few potential problems that you must be made aware of.

We strongly suggest that you still put in a valid e-mail address, because some of the mail you will receive is important, such as email from Award sites. An alternative is to obtain an anonymous, web based e-mail address, which can be obtained for free from places like hotmail.com.

You will need to decide whether or not to use your normal e-mail address or to get an anonymous e-mail address. Please consider the following:

### **Reasons to use an anonymous E-Mail address that you do not use for regular e-mail are:**

- Your E-Mail address will be posted on some of the sites AddWeb posts to. This makes your e-mail address ripe for spider programs that collect e-mail addresses for the purpose of spamming you.
- Some of the sites you post to will gather e-mail addresses for the purpose of sending promotional letters to you... which you may consider spam.
- 

### **Reasons to use your normal e-mail address instead of an anonymous e-mail account:**

- An anonymous account will require that you check your mail on that account from time to time.
-

**Engines Screen**

## Overview of the Engines Screen



On the Engines Page, you select which engines and promotional resources you would like to submit to each time you do a submission. Here you have many options for selection criteria, filtering and even saving and loading your own 'Favorites' lists. Furthermore, you can view statistics on selected engines.

- [Available Engine Categories List](#)
- [Available Engines in Selected Category List](#)
- [Engines Selected for Submission Section](#)
- [Current Highlighted Engine Statistics Section](#)
- [All Sites Button On Engines Screen](#)
- [Major Sites Only Button On Engines Screen](#)
- [General Sites Button On Engines Screen](#)
- [New Sites Only Button On Engines Screen](#)
- [History Filter Button](#)
- [Deselect all Button On Engines Screen](#)
- [Clear All Button On Engines Screen](#)
- [Generate Report On Engines Screen](#)
- [Save Selected List Button On Engines Screen](#)
- [Load List Button On Engines Screen](#)

## Available Engine Categories List

Each engine or promotional resource in AddWeb is categorized by type. This allows you to easily choose what kinds of resources you wish to submit to. For example, you may only want to submit to general search engines, and not to Link Directories.

To select a category, simply click on the category you want. The icon next to the category will then turn on, and all of the engines in it will be added to the engine list to the right.

## Available Engines in Selected Categories

When you select an engine category, all engines from that category are placed in this list. If you have selected multiple categories, all engines from all selected categories appear in this list.

To the left of each name is an icon, which by default is in the 'ON' state. To deselect an engine, simply click on the name, and the icon will turn to the 'OFF' state, indicating that the engine will not be included in the submission.

If you click on an engine name and leave it selected more than one second, the Statistics section of the screen will reflect data for that engine.

## **Engines Selected for Submission Section**

This section, located just below the category list displays the following:

### **Total # Selected**

The total number of engines you have selected to submit to. This represents every engine in the available engines in selected categories list which has the icon state to 'ON'

### **Never Submitted**

Shows the number of engines in the database that you have never submitted to with the profile you currently have loaded.

## Current Highlighted Engine Statistics Section

The statistics shown in this section are for the engine you have currently selected in the [Available Engines in Selected Categories](#) list. To update these statistics with another engine, simply select the engine and wait about one second.

These statistics are tied to the engine, and have nothing to do with the currently loaded profile.

### Times Posted

How many times your copy of AddWeb has submitted to this engine.

### Times Succeeded

How many successful submissions your copy of AddWeb has submitted to this engine.

### Times Failed

How many times this engine has failed with your copy of AddWeb

### Max Desc (Chars)

The maximum number of characters this engine accepts in the description (if applicable)

### Can Submit Every ??? Days

How often (in days) this engine allows you to submit. AddWeb Rules Checking will skip a submission that violates this rule.

### Max Submissions: ??? Times

How many times this engine allows you to submit. The difference between this value and the value described above is that this value represents a maximum number of submissions without any given time. For example, if an engine only allows five submissions in the lifetime of your website, this value would be set to '5'. AddWeb Rules Checking will skip a submission that violates this rule

### Autodelete after ??? Failures

AddWeb will delete this engine if it fails the number of times indicated in this value.

### Max Description: ??? Words

The maximum number of characters this engine accepts in the description (if applicable)

### Submissions are posted: ???

This is a general guideline to let you know roughly how often this engine posts submissions. **Note, this is a guideline, not a rule.**

### Personal OK/NO

Does this engine allow personal websites? AddWeb Rules Checking will skip a submission that violates this rule.

### Commercial OK/NO

Does this engine allow commercial websites? AddWeb Rules Checking will skip a submission that violates this rule.

### Adult OK/NO

Does this engine allow adult websites? AddWeb Rules Checking will skip a submission that violates this rule.

### MLM OK/NO

Does this engine allow Multi-Level Marketing related websites? AddWeb Rules Checking will skip a submission that violates this rule.

**Engine Notes**

This section simply displays any special information that relates to the engine.

## All Sites Button On Engines Screen

The All Sites button will select every engine and promotional resource in the AddWeb database for submission, regardless of rule violations and categories.

••Note that during submission, and submissions that would violate a rule will be skipped by AddWeb.

## **Major Sites Only Button On Engines Screen**

This button will select all sites in the Major Engines category.

## **General Sites Button On Engines Screen**

This button will select all engines in the 'General Search Engines' category for submission.

## **New Sites Only Button On Engines Screen**

This button will select all engines and promotional resources that you have never submitted to for submission.

## History Filter Button on Engines Screen

This button will open a new dialog box that allows you to filter engines by the date of last submission as well as the profile's history. For example, if you want to submit only to sites that failed during your last submission, you will use this feature. The 'History Filter' feature has the following options:

### **Select ALL engines from this profile's last submission**

If you select this option, AddWeb will look at your profile history and automatically select the same engines and resources that you selected for your last submission. This allows you to easily repeat your last submission selections.

### **Select only successful engines from this profile's last submission.**

If you select this option, AddWeb will look at your profile history and select only the engines and resources that experienced successful submissions during your last submission run.

### **Select only failed engines from this profile's last submission.**

If you select this option, AddWeb will look at your profile history and select only the engines and resources that failed during your last submission run.

### **Filter by days using entire profile history.**

This option opens up a sub-section of more options. Selecting this option allows you to filter number of days since last submission, based on your profile history. The options are as follows:

#### **...Select engines that this profile HAS submitted to in the past ??? days or less.**

This option allows you to automatically select every engine and resource that AddWeb has submitted this profile to in the specified number of days. So if you enter 90 here, AddWeb will select every engine that this profile has submitted to (successfully or failed) in the past 90 days.

#### **...Select engines that this profile HAS NOT submitted to in the past ??? days or less.**

This option is a great way for you to find engines and resources that are new, or that you have never submitted to. This will look at the profile history for the number of days you selected and pick out every engine and resource that your profile has not submitted to during that period. For example, if you regularly submit every 60 days, and would like to see all of the engines that have not received a submission in the past 60 days, simply enter 60 for this value.

#### **...Only select from the following highlighted categories:**

This allows you to filter the engine selection by engine category. The DAYS filter will only select from categories you highlight. You can highlight multiple categories by holding down your SHIFT key as you select.

## **Deselect all Button On Engines Screen**

This button will cause all engines in the Available Engines in Selected Categories list to be deselected, but remain in the list. It will turn the icon state on each engine to 'OFF'. In order to submit, you will need to select some engines.

## Clear All Button On Engines Screen

This button clears all engines out of the Available Engines in Selected Categories list and starts the selection process with a clean slate.

## Generate Report On Engines Screen

This button will open the AddWeb Reporting window, allowing you to generate reports. For information on reporting, please see the one of the following topics:

- [ReportingTutorial](#)
- [AddWeb Reporting](#)

## Save Selected List Button On Engines Screen

This option will allow you to save the contents of the Available Engines in Selected Categories list for future use. This feature can be handy if you have spent time selecting the engines you like to submit to, and would like to load your list for future submissions. Think of this as a "Favorite Engines" feature.

## Load List Button On Engines Screen

This button allows you to load any lists you have previously saved with the Save Selected List Button On Engines Screen feature.

**How To...**

## How to select search engines for submission.

To select the engines you would like to submit to, click on the Engines button on the top of AddWeb.

The Engines page is divided into four general sections:

### 1. The Engine Category Section

This is the upper-left area of the page. It shows a list of available categories. When we add a resource to our database, we also assign it a category. This is meant to help you only select resources appropriate for your site. Each category contains a list of resources you may submit to. For example, if you click on 'Major Search Engines', AddWeb will automatically select all major search engines for submission. If you select 'Award Sites', AddWeb will select all of the award sites in the database.

### 2. The Engine Selection Section

After you have selected the categories you wish to submit to, all available resources in your selected categories will appear in a list in the upper-right area of the page. Keep in mind, that if you have selected more than one category, the contents of ALL selected categories appear in this list. You will notice that each resource has an icon to the left of it. Click on one of the engines in this list and you will see the icon change. Click it again and it will change back. This turns the engine ON and OFF. If it is off, you are choosing not to submit to that engine. We added this functionality so that you have the option to selectively choose which resources you want to submit to in the categories.

## How to save a list of engines you frequently submit to

Once you have selected the engines that you would like to save for future use, click on the Save Selected List button on the Engines page. A window will open asking you for a name to give your list.

After you have saved it, you can load it at any time in the future by clicking the Load List button.

## **How to make sure you only submit to engines you have never submitted to before.**

You can easily submit to engines you have never submitted to before by clicking the '[New Sites Only](#)' button on the Engines screen.

If you would like to only submit to engines you have never submitted to in a particular category, use the [Select By Date](#) feature.

## How to make sure you don't oversubmit to the search engines

Follow the rules. AddWeb has a very comprehensive rules checking engine which helps keep you from spamming (over submitting) the search engines. Here are a few other guidelines:

- Only submit a single page for your site. Engines don't want you to submit more than one page.
- 
- Try not to submit more than once ever month or two.
- 
- Don't submit your site to engines where you feel it may not belong.
-

**Submit Screen**

## Overview of the Submit Screen



The Submit Screen is where all of the submission action takes place. If you select this screen after you have selected your engines, you will see a listing of all of the engines you will submit to in the upper right list. All of the various features of this screen are described in the following sections:

- [Submission Lists](#)
- [Submission Activity Section](#)
- [Add Button on Submit Tab](#)
- [rRemove Button on Submit Screen](#)
- [Load List Button on Submit Screen](#)
- [Save List Button on Submit Screen](#)
- [Report Button on Submit Screen](#)
- [Cancel Button on Submit Screen](#)
- [Pause Button on Submit Screen](#)
- [Reset Button on Submit Screen](#)
- [Submit Button on Submit Screen](#)

## Submission Lists

There are four list boxes on the left portion of the submit screen. They are as follows:

### Engines To Submit

This list shows all of the engines and promotional resources you have chosen to submit your website(s) to from the Engines Page. During the submission process, this value will decrease each time a submission has completed. At the end of a submission run, you may see the value increase if AddWeb is set to retry failed submissions.

### Successful Submissions

Each time AddWeb believes it succeeded in submitting to a site, the name of the site is added to this list, and the counter is incremented.

- See the topic titled '[Definition of a successful AddWeb Submission](#)' for information on how a successful submission is defined.

- 

### Failed and Skipped Submissions

Each time a submission either fails or is skipped for some reason (either by the user or by AddWeb due to a rule violation), the name of the engine is added to this list. If it was a failure, the 'Failed' counter is incremented. If it was skipped, the 'Skipped' counter is incremented.

- See the topic titled '[Definition of a Failed AddWeb Submission](#)' for information on what causes a failure.

- 

- Also see the topic titled '[AddWeb Anti-Spam Measures](#)' for information on why engines are skipped for rule violations.

- 

### *Deleting Failed Engines*

You have the option to manually delete engines from the AddWeb database should you desire by highlighting the engine in this list and right-clicking your mouse. •••**Note that if we don't delete the engine from our master database, it will be replaced the next time you do an engine update.**

### Webs Being Submitted.

This list simply displays a listing of the website profiles you are submitting on a submission run.

## Submission Activity Section

The Submission Activity Section is the large box which occupies most of the center-right portion of the screen is where you will see all up to the second information regarding a submission run that is in progress. From top to bottom, the various displays are as follows:

### **Submitting Profile**

This will display the website profile that is being submitted at any given time.

### **Blinking Graphic**

At the top-right, is a small graphic which blinks when a submission is in progress.

### **Success vs. Failure**

This simply gives you a quick visual idea of your successful submissions vs. failed submissions at any given time. If the bar is full, it means you have a 100% success. If empty, you have 100% failure. If it is half-full, you have a 50/50 ratio.

### **Submission Progress**

This bar shows you how much of the submission is complete.

### **Engines Completed**

This combination of status bar and Digits tell you how many engines have already been submitted to.

### **Engines Remaining**

This combination of status bar and Digits tell you how many engines are still in the queue to be submitted.

### **Status Graphics**

There is a series of 60 identical graphics which occupy most of the area. These graphics identify the status of individual submissions. Since AddWeb can submit up to 60 engines at the same time, each graphic represents the status of one submission. The graphics will change their appearance depending on the current status. A legend of the 4 states is at the bottom of the screen. Their meanings are:

#### *Database Lookup*

AddWeb is currently getting engine data from the database.

#### *Submitting Site*

AddWeb is attempting to connect to the server and submit your website.

#### *Submit Success*

The submission was successful.

#### *Submit Failure*

The submission failed or was skipped.

Once AddWeb has completed a submission, the process that controls each graphic becomes free for a fraction of a second and takes control of another engine that needs to be submitted to.

#### ***To see which Engine a status graphic represents:***

Simply hover your mouse pointer over a graphic. The section just above the status graphics will display information for the engine represented by that graphic.

#### ***To skip submission to an engine that appears to be hanging:***

If you see a graphic remaining in the 'Submitting' state for very long, and would like to instruct AddWeb to skip it, hover your mouse over the graphic and right-click.

••• Note that while there are 60 status graphics, the AddWeb Pro version allows up to 100 simultaneous submissions. If you are using the Pro version, and are using more than 60 threads, the extra threads will exist, but there will be no graphical representation of them on the screen.

## **Add Button on Submit Tab**

The Add Button brings up a list of all of your saved website profiles. To select a profile for submission, simply select the profile you wish to submit and click on the 'LOAD' button.

## **Remove Button on Submit Screen**

The 'Remove' button allows you to remove a website profile from the 'Webs begin submitted list' at the lower-left portion of the screen.

To remove one, simply click and highlight the engine you wish to remove, then click the Remove button.

## Load List Button on Submit Screen

This button will load any profile lists that you have saved with the Save List feature.

If you have any saved profile lists, click this button to load them. The contents of the list will appear in the Webs Being Submitted list box at the lower left.

## Save List Button on Submit Screen

If you frequently submit many websites together, you may wish to have lists of website profiles that you can quickly load on the fly in the future.

To do this, simply use the 'Add' feature to add any profiles you would like in the list. As you add them, they will appear in the Webs Being Submitted list box at the lower left.

When you see the list you want to save, click on the Save button.

## Report Button on Submit Screen

The Report Button on the submit screen will allow you to generate a report of the submission when completed in either E-Mail, HTML or ASCII Text.

For more information on AddWeb reporting, see the [Reporting Tutorial](#) or the [Introduction to AddWeb Reporting](#).

## **Cancel Button on Submit Screen**

During as submission run, you can cancel at any time simply by clicking this button. You can actually recover from cancelling if you wish by clicking Submit again. By doing so, you will start on the engines that you left off with.

Cancel is preferred over Pause if you plan on a long-term pause.

## **Pause Button on Submit Screen**

The Pause button will pause the submission process. If you expect to pause for more than 30 seconds, use the Cancel button, which can be resumed.

## **Reset Button on Submit Screen**

The reset button is used if you have cancelled a submission, and have no intentions of resuming it. This will reset AddWeb to the state it was in just before you initially clicked on the Submit button.

## **Submit Button on Submit Screen**

When you are ready to submit your website, click this button.

**How To...**

## **How to submit more than one website at the same time.**

You must first be sure that you have created and saved a website profile for each web you plan to submit. Next, select the engines you want to submit to on the Engines page. Then go to the Submit page and click on the 'Add' button and select a profile to add. If you want to add more profiles to submit, click on the 'Add' button and load each profile.

You will see that each time you add a profile, it is added to the 'Webs being submitted' list at the lower left.

## **How to know which engines are represented by the submission LED graphics**

During a submission run, simply hover your mouse over any of the 609 small graphics in the middle of the submit screen. A fly over hint will appear, telling you the name of the engine AddWeb is submitting to in that slot.

## How to resubmit failed engines

On the AddWeb Options tab, you will see a value for 'Retry Failed Submissions X Times'. If the value here is set to ZERO, failed submissions will not retry. You may change the retry value to a higher number.

## How to save a list of frequently submitted profiles

If you frequently submit many websites together, you may wish to have lists of website profiles that you can quickly load on the fly in the future.

To do this, simply use the 'Add' feature to add any profiles you would like in the list. As you add them, they will appear in the Webs Being Submitted list box at the lower left.

When you see the list you want to save, click on the Save button.

## Ranking Screen

## Overview of the Ranking Screen

On the ranking screen, you can instruct AddWeb to do a keyword search on search engines, and look for any website you choose. If AddWeb finds the website you are looking for with the keyword search, it will tell you what position it holds. So if it says the position is '25', you know that if a user did the same keyword search on the engine, the website you checked would be the 25th listing they would see.

More Information on Ranking and the Ranking Page:

- [What to Expect with Ranking](#)
- [Search Depth Field](#)
- [Website To Rank Field](#)
- [Phrase/Keywords Field](#)
- [Ranking Engines Window](#)
- [Tutorial Button](#)
- [Reporting Button](#)
- [Select/Deselect Button](#)
- [Cancel Button](#)
- [Pause Button](#)
- [Start Ranking Button](#)
-

## What to Expect with Ranking

If you have just done your first submission, don't expect any results yet. It will be a few weeks at best before you can hope for any favorable results in Ranking.

The Ranking feature in AddWeb was designed to help you see how well you are doing on the major search engines. For example, if your website sells bowling balls, you would want bowlers to find your site when they searched the Internet. Perhaps if someone went to a search engine and typed the words 'Bowling Balls', you would hope to be among the first listed.

Rank checking will help you see where you stand. Before you get excited about being the first listing for anyone that searches for bowling balls, ask yourself what keywords make sense for your site. If they sound uncommon, you stand a fair chance of getting a good ranking. But what if you wanted to see where you rank with a keyword such as 'computer'? Go ahead and open your web browser, go to a search engine and search for 'computer'. How many sites does the search engine have that are relevant to that word? Of course, the answer is in the millions. So you may have a one in a million chance of being on the first page of such a search. Even on a less common keyword, the number may be one in 10,000.

You can, of course, give yourself an edge that can significantly increase your chances. That is by having a well designed site, using Page Builder to generate meta tags on your home page, etc. But you must still set your expectations within reason. All of this can possibly turn that one in a million to one in 10,000, or 1 in 10,000 to one in 100 or so.

Using a combination of Page Builder, Submissions, well designed pages and ranking will help you in your quest for the most visibility you can get in a free search engine listing.

## Search Depth

The search depth field allows to select how many results to check in a keyword search. If you use the default of 50, AddWeb will check the first 50 results in a keyword search while ranking.

## Website to Rank

The website to rank is the address of the web (URL) that you want to search for.

You can enter all or part of the address, which allows you to fine-tune your search a bit. For example, if you enter 'mydomain.com', AddWeb will count the first listing it sees for the domain. But if you enter www.mydomain.com/index.htm, AddWeb won't stop until it finds that exact address, even if it sees a listing for 'www.mydomain.com/'.

••Don't ever enter the HTTP:// part of the address.

## **Phrase and/or Keywords**

Here you should put the keyword(s) you wish to use in the search. You would enter in this field exactly what you would enter if you were on the web page of the search engine. So if you went to a search engine and entered "Blue Baby Buggies" in the search field, you would do the exact same here.

## Ranking Engines

In the large widow at the middle of the Ranking Page you will see a series of boxes, each with a checkbox, a name and a digital counter. Each of these boxes represents a search engine. If the checkbox next to an engine name is checked, that engine will be checked when you start the ranking process.

During the ranking process, the text portion of the box will change to tell you precisely what is happening with respect to that engine during the process.

When the ranking process is complete, the digital counter will display the position the web address was found at on that engine (if it was found) within the search depth you chose.

If the web address was not found within the search depth, the digital counter will read '0' (Zero).

## Tutorial Button on Ranking Screen

The tutorial button on the ranking screen is a quick access button to open up the [Ranking Tutorial](#) found in this help file.

## Reporting Button on Ranking Screen

The Report Button on the Ranking Screen will allow you to generate a report of the ranking when completed in either E-Mail, HTML or ASCII Text.

For more information on AddWeb reporting, see the [Reporting Tutorial](#) or the [Introduction to AddWeb Reporting](#).

## Select/Deselect Button on Ranking Screen

This button will either select or deselect all engines.

## **Cancel Ranking Button on Ranking Screen**

This button allows you to cancel a ranking process.

## **Pause Ranking Button on Ranking Screen**

This button allows you to pause a ranking process. Note that you should never pause for more than 30 seconds.

## **Start Ranking Button on Ranking Screen**

When you have entered values in all of the fields and selected the engines you wish to check, click this button to start the ranking process.

**How To...**

## How to effectively use the ranking feature

If you have just done your first submission, don't expect any results yet. It will be a few weeks at best before you can hope for any favorable results in Ranking.

The Ranking feature in AddWeb was designed to help you see how well you are doing on the major search engines. For example, if your website sells bowling balls, you would want bowlers to find your site when they searched the Internet. Perhaps if someone went to a search engine and typed the words 'Bowling Balls', you would hope to be among the first listed.

Rank checking will help you see where you stand. Before you get excited about being the first listing for anyone that searches for bowling balls, ask yourself what keywords make sense for your site. If they sound uncommon, you stand a fair chance of getting a good ranking. But what if you wanted to see where you rank with a keyword such as 'computer'? Go ahead and open your web browser, go to a search engine and search for 'computer'. How many sites does the search engine have that are relevant to that word? Of course, the answer is in the millions. So you may have a one in a million chance of being on the first page of such a search. Even on a less common keyword, the number may be one in 10,000.

You can, of course, give yourself an edge that can significantly increase your chances. That is by having a well designed site, using Page Builder to generate meta tags on your home page, etc. But you must still set your expectations within reason. All of this can possibly turn that one in a million to one in 10,000, or 1 in 10,000 to one in 100 or so.

## How to get better ranking results

You may have better results by having a well designed site, using Page Builder to generate meta tags on your home page, etc. But you must still set your expectations within reason. All of this can possibly turn that one in a million to one in 10,000, or 1 in 10,000 to one in 100 or so.

Remember that there is much competition on the search engines, and it may not be possible to get the high position you desire, especially if you expect it with common keywords.

**Page Builder Screen**

## Overview of the Page Builder Screen



AddWeb's PageBuilder will help you generate a web page designed to score higher in some search engines through the use of Meta Tags. It will also allow you to insert meta tags into existing web pages.

Once a page has been generated, put it in your web page directory on your web server and use the full URL for that page in an AddWeb submission run.

The options in Page Builder are as follows:

- [Description of the various fields](#)
- [Forward to Home Page Option](#)
- [Populate from Web Page button](#)
- [Write to New Page button](#)
- [Write to Existing Page button](#)
-

## Field Descriptions

### Site Title

When Page Builder generates your page, whatever information you enter here will be placed between the <TITLE> and </TITLE> tags on the web page. The information in the Title Tag on a web page is what is displayed on the title bar of your web browser when you visit that page. This is extremely important for some of the search engines that spider your site because it will weigh heavily on how your website is indexed in some of the search engines, and can strongly affect how well your website is positioned with keyword searches. You should make sure that important keywords are included in your title.

### Keywords

The keywords you enter here will be placed in the KEYWORDS META TAG that Page Builder generates. Some search engines will rely on these keywords, and if used wisely, they will help your website get a better position in searches made with these keywords. This isn't enough to give you a good position, but it plays a key role in giving you a better chance. Be sure not to repeat the same keyword. Some engines will simply ignore repeats.

### Brief Description

The information you enter here will be placed in the DESCRIPTION META TAG that Page Builder generates. You will notice that when you do a search on a search engine, a short description of the site is listed along with the link. Some search engines will use whatever you place here, giving you control over the description. It can also help give you a better position if your description is well written.

### Full URL to Home Page

You will notice that Page Builder gives you two options for how you will save the information it generates. The first is to create a new page, and the second is to insert the data into an existing page. If you want to create a *new* page, AddWeb will need to put a link on the page it generates that sends any user who visits the newly generated page to your home page. Therefore, if you will use Page Builder to make a new page with the information generated, put the address to your home page in this field.

### Title Image Name

If you will be using Page Builder to generate a *new* page, you may wish to have an image on it to make it look nicer. If so, simply put the image name in this field. The image that you list here must reside in the same directory on your website as the page that is generated by Page Builder.

## Forward to Home Page Option on PageBuilder Screen

This option will only apply if you plan to have Page Builder create a *new page*. If this box is left unchecked, the page that Page Builder generates will simply have a link to the address you specified in the field for the full url to your home page. If you check this box, Page Builder will create javascript code in the page that causes the newly generated page to automatically send the user to the address you specified in the field for the full url to your home page after a few seconds.

## Populate Form button on PageBuilder Screen

The Populate Form option allows you to have the Page Builder automatically gather information from an existing web page and place it in the fields.

- **Home Page**
  - AddWeb will take the home page directly from what you tell it in the populate dialog box. If you are populating from a file, and not a web address, this will not be filled in.
- **Title**
  - When AddWeb examines the page you are populating from, it will look for any text between the title tags on the page ( <TITLE> and </TITLE>). It will insert this information into the Site Title field.
- **Description**
  - First AddWeb will look for a META DESCRIPTION tag on the page. If it finds one, that will be used in the Brief Description field. If the meta tag doesn't exist, AddWeb will try to import the first few hundred characters of text on the page, which may have undesirable results.
- **Keywords**
  - First AddWeb will look for a META KEYWORDS tag on the page. If it finds one, that will be used in the description field in AddWeb. If the meta tag doesn't exist, AddWeb will try to scan for keywords on the page. If AddWeb has to try to scan for keywords outside of the meta tag, the results may not be desirable.

### How to use the Populate Feature

The populate feature is very simple. After clicking the button, you have two options. Either populate from a page on the web, or from a file on your hard drive. Select the appropriate option and click OK. AddWeb will read the page you entered and fill in the fields in Page Builder.

## Write to New Page button on PageBuilder Screen

When you have filled in all of the fields in Page Builder, you may click this button to have AddWeb generate a new page with all of the information you entered in it.

The page generated will be a very simple page with a link to your home page.

Be sure to put the new page on your website and use it for your submission.

••• Note that you should only make one page for each website. Submitting multiple pages with different keywords and descriptions is considered spamming by the search engines and it can get your website banned.

## Write to Existing Page button on PageBuilder Screen

When you have filled in all of the fields in Page Builder, you may click this button to have AddWeb insert META tags into your home page based on the information you have provided.

Simply click on this button when everything is filled out, then browse for the page to insert the information into.

Be sure to put the new page on your website and use it for your submission.

••• Note that you should only make one page for each website. Submitting multiple pages with different keywords and descriptions is considered spamming by the search engines and it can get your website banned.

**How To...**

## How to automatically get information from your web page into Page Builder

Use the Populate Form Option on the Page Builder Screen.

## How to use Page Builder to get higher scores on the search engines

The Page Builder will allow you to generate META Tags on your home page which some of the search engines look at when they index your website. This allows you more control over what the search engine indexes. For more information, see the [Page Builder Tutorial](#).

## How to make Page Builder change your current home page

Page Builder can insert META Tags into your home page without changing anything else. To do so, use the Write to Existing Page button after you have filled in the Page Builder fields.

## How to make Page Builder create a new page with it's data.

Page Builder create a brand new page with META Tags. This page will be very simple, only with a description and the title, but it will link to your home page.

To do so, use the [Write to New Page](#) button after you have filled in the Page Builder fields.

## How to keep from getting a penalty from the search engines

Things you can do to keep from being considered a search engine spammer, which could possibly get your website banned from search engines:

- Only submit ONE page for your website. Most search engines only need one page to be submitted, and will frown on multiple pages.
- Don't break the rules. Respect AddWeb Rules Checking, and never force-submit when you violate an engine rule.
- Only submit once every month or two. Anything more can be overkill.
- Don't use false or misleading descriptions, keywords and titles on your web pages.
- Don't overly repeat keywords. Some engines will ignore your site if you use the same keywords over and over.
- Don't submit pages that are designed to trick search engines by using hidden text, very small text, etc. The programs that the search engines use to index your site are often designed to catch this, and they may ban your site.

## Search Screen

## Overview of the Search Screen

The Search Function is a very simple one. It is intended to simply be a quick way for you to do web searches from within AddWeb.



The options and fields on the Search Screen are as follows:

- [Engines Section](#)
- [Keywords to Search for](#)
- [Available Selections List](#)
- [Search Options Section](#)
-

## **Engines Section on Search Screen**

To the left of the Search screen you should see a row of checkboxes with search engine names beside them. When you wish to perform a search, check the box next to the name of the engine you wish to search on.

## **Keywords to Search for Field**

In the keywords field, you should enter a keyword or phrase you would like to search with, the same way you would on a search engine web page.

## Available Selections List

In the middle of the screen is a large listbox. If you have created any profiles, your website addresses should be listed here. If you simply want to look for your website, select one of them. If you would rather do a general search, enter a keyword to search with in the field at the top of the listbox.

## Search Options Section

At the bottom left of the screen, there are two more checkboxes in a section titled 'Search Options'. The first is 'Perform General Search'. This should be checked if you are doing a keyword search. The other one is titled 'Search for URL'. If you have selected one of your web addresses to search for, select this option. It will format the search on the engine in such a way that it looks for your web address on the engine.

**How To...**

## **How to tell if your site has been listed in the engines**

The easiest way to see if you have been listed is to use the Search feature in AddWeb with the 'Search for URL' option enabled.

## How long does it take to get your site listed

Some sites will add you right away. Some will take days, some take months, and some will never add your site no matter what you do.

As the process goes, AddWeb acts like your web browser does when you fill out a form on the web. AddWeb submits your site for review, but only the site receiving the submission can actually list your website. Some of these engines are automated, but many, if not most, are actually processed by humans. These humans can be backlogged with hundreds of thousands of other submissions, causing some to get lost, and others to simply take forever. All in all, website submission is something of a numbers game. The more sites you submit to, the more you will get listed on, although not all of them.

### How long to wait: Search Engines

The major Search Engines are, for the most part, going to take the longest. Infoseek is automated, so it can be very fast. In contrast is Yahoo, which will take months if you are lucky. However, submitting manually is no different. The wait is simply what it is. Resubmitting your site over and over won't help. In fact, it can hurt you in the long run.

### How long to wait: Link Directories

Many of the link directories are also automated, but some are manual. The manual ones will take time. The automated link directories, however, may have a maximum number of links they will allow on their site. When the maximum is reached, one of two things happens: Either the oldest links rotate off of the site, or the site allows submissions, but they go nowhere until the person maintaining the site removes some entries. The latter will, unfortunately, cause a false report of a successful submission in AddWeb.

### How long to wait: Award Sites

Award sites are all 'Submit One Time Only' sites. If they decide to issue you an award, you should be contacted in your e-mail. Usually, if they don't, your submission will simply be ignored.

In conclusion, don't be anxious.

## **What to do if you don't find your site listed.**

On the major engines, it can take months before your site is indexed. We strongly suggest that you be patient. If after 90 days, you still can't find your site, you may want to look at the categories you have chosen and resubmit.

Just because you have submitted, and it was a successful submission, doesn't mean your submission was accepted.

## How to get a better listing on the search engines

The Page Builder will allow you to generate META Tags on your home page which some of the search engines look at when they index your website. This allows you more control over what the search engine indexes. For more information, see the [Page Builder Tutorial](#).

## Options Screen

## Overview of the Options Screen



The Options Screen is where you enter general AddWeb settings that relate to your connection, the look and feel, and the overall operation of AddWeb. The options are as follows:

- [HTTP Firewall and Proxy](#)
- [E-Mail Reports and Submissions Settings](#)
- [HTTP Thresholds and Settings](#)
- [Installed Themes](#)
- [Wav Sounds](#)
- [Other Options](#)

## HTTP Firewall and Proxy Section

If you don't know what a proxy server is, don't worry. You don't need to know what it is to run AddWeb. You simply need to know if you connect through one. If you are unsure, simply call your internet provider or network administrator and ask if you are connecting through a proxy server to access the internet. They will know. If you are, ask them what the Server Name is, What the Server Port is, and if a Username and Password are used to connect to it.

If you are connecting through a Proxy server, simply click on the checkbox next to the words Proxy Server and enter the information. You may not need a user name and password for the proxy server, so don't worry if you are only given a Server Name and Port Number.

## **E-Mail Reports and Submissions Section**

### **E-Mail Settings**

AddWeb has the ability to create reports based on the work it does. One of the features is to send these reports via e-mail. In order to send E-Mail, AddWeb will need to know how to send through your computer. AddWeb also uses E-Mail for some of the submissions it makes. If you are not sure what to enter here, your internet provider or network administrator will be able to help. You may also be able to look in the settings of your normal e-mail program for this information.

### **SMTP Server**

This is the computer that your e-mail goes through after it leaves your computer. Think of it as a post office. Your normal e-mail program is configured to use the SMTP server that your network or internet provider provides. AddWeb needs to be configured with this as well. If you are unsure, ask your internet provider or network administrator.

### **Mail From Name**

You may have noticed in your normal e-mail program that where it says your incoming mail is from isn't always an e-mail address, but it shows a real name. That information exists to make it easier to identify who is sending you mail. When you send an AddWeb Report or submission via E-Mail, you should decide what name it says the report is from. Enter that here.

### **Mail From Address**

This should be your e-mail address. This way, when you send a report or submission through e-mail, the recipient can reply to you.

### **Default Subject**

This is the subject that will show in the e-mail containing reports. You will be able to override this at times in AddWeb, but in most cases, this is what will appear in the subject line.

## HTTP Thresholds and Settings Section

### Timeout HTTP after how many seconds

The value in this field will tell AddWeb how many seconds it will wait for a connection to each engine it submits to. The default is 120 seconds, but if you get many failed submissions, you will want to increase the value. Since AddWeb can do many submissions at the same time, your internet connection speed is shared between all of the open connections. Imagine you have AddWeb set to do 60 simultaneous submissions (threads), and you have a 33.6K internet connection. That would mean that each submission get's 1/60th of it... or about 0.5K. At that rate, each submission is running at only 500 bytes per second maximum speed.

For the above reason, some individual submissions may take a long time to complete, and the 120 second timeout may not be sufficient if you are running many simultaneous submissions (threads).

If you find many failures, you may try increasing this value.

### 2. How Many Threads to Use for HTTP.

While this was explained a bit in the timeout section, we will explain more here. Each thread AddWeb uses allows it to do another simultaneous submission. So if you are submitting to 10 engines, and you set the threads to 5, AddWeb will start by submitting to 5 engines at the same time. As AddWeb completes the first 5, it will do the next 5. Imagine you had 5 web browsers open and wanted to go to 10 web pages. You could have the browsers get the first 5 at the same time, and as each browser completes, it takes another one of the remaining 5.

This makes AddWeb very fast. However, there are limitations based on your internet connection speed and your computer configuration. Each thread takes more of your computer's resources and more of your internet bandwidth. So if you have a slow connection, a slow computer, or little memory, you will have to lower this value. If you are using more threads (and too low a timeout value from the section above) than your connection or computer can handle, you will end up with alot of failed submissions.

Following is a general guideline for this setting. It may or may not be sufficient for you, but it is a good place to start. In all examples we assume 32 megabytes of memory. If you have less memory, use a lower value:

Connection	Computer	Threads to Use
28.8	Pentium 166	5 - 10
33.6	Pentium II	10 - 20
56K	Pentium 166	10 - 20
56K	Pentium II	20 - 30
ISDN	Pentium 166	30 - 40
ISDN	Pentium II	40 - 60
DSL/Cable/T1+	Pentium 166+	60

Remember that the timeout value is very relative to the value you enter here.

### 3. Delete Engines after how many failures

If you get alot of failed submissions, you can have AddWeb automatically delete hem from your database. If you set this value to 10, for example, and you do 10 submissions with AddWeb, if a particular engine fails each time, it will be autodeleted from your engine database. Keep in mind that when you do an engine update from Cyberspace HQ, the engine may be restored. This is because we often fix them when there has been a change.

#### **4. Retry failed submissions X Times**

Suppose you do a submission to 1000 engines, and during the submission, 150 of them fail. AddWeb can automatically retry the failed ones when it is done. This option is available because a server may have simply been down when AddWeb first tried. You can decide how many times AddWeb will retry before it gives up.

## Installed Themes Section

An AddWeb Theme is quite simply a set of graphics and color settings that AddWeb can read to almost completely change the look of the application. A theme can change the colors of the windows, text, fields, etc. It can also change many of the graphics such as buttons, status indicators, backgrounds, etc. You will notice that in the Themes section, there is a button labeled 'Download Themes'. This button will launch your web browser and take you to a page on our web site where you can download additional AddWeb themes. Note that you must be connected to the internet to go to the web page.

## Wav Sounds Section

You may wish to have AddWeb play a sound when a submission is finished. If so, simply enter the path (or click the browse button to the right of the field) to a wav sound you would like to have AddWeb play. The wav sound you put in the 'After Each Site Run' field will be played as soon as a website submission has completed. The wav sound you put in the 'After All Submissions Complete' field will play when AddWeb has finished all website submissions you have queued. The later is convenient if you plan on submitting multiple websites at the same time.

## Other Options Section

### **Show update status and message of the day when loading AddWeb.**

This option will have AddWeb open a window every time you load it, telling you if you have the most current version of the software and the most current version of the engine database. It will also give you a message from our servers. The message of the day can often be important news about AddWeb, or special offers from Cyberspace HQ. If you don't select this option, AddWeb will still check for updates for you, but will only open this window when you have something out of date.

### **Suppress notification when breaking engine posting rules.**

When you do a submission, AddWeb will skip any sites who's rules you would be breaking by submitting. Normally, when your submission is complete, AddWeb will display a window showing you all of the sites skipped because of rule violations. By clicking this checkbox, AddWeb will still skip the sites with rule violations, but will not pop up the listing upon completion.

**How To...**

## How many threads should I use for HTTP?

Following is a general guideline for this setting. It may or may not be sufficient for you, but it is a good place to start. In all examples we assume 32 megabytes of memory. If you have less memory, use a lower value:

Connection	Computer	Threads to Use
28.8	Pentium 166	5 - 10
33.6	Pentium II	10 - 20
56K	Pentium 166	10 - 20
56K	Pentium II	20 - 30
ISDN	Pentium 166	30 - 40
ISDN	Pentium II	40 - 60
DSL/Cable/T1+	Pentium 166+	60

Remember that the timeout value is very relative to the value you enter here.

## How long should the HTTP timeout be?

Since AddWeb can do many submissions at the same time, your internet connection speed is shared between all of the open connections. Imagine you have AddWeb set to do 60 simultaneous submissions (threads), and you have a 33.6K internet connection. That would mean that each submission get's 1/60th of it... or about 0.5K. At that rate, each submission is running at only 500 bytes per second maximum speed.

For the above reason, some individual submissions may take a long time to complete, and the 120 second timeout may not be sufficient if you are running many simultaneous submissions (threads).

If you find many failures, you may try increasing this value.

## **How to find out if you need to enter anything in the Proxy and Firewall section**

Call your Internet Provider or Network Administrator. They should be able to help you.

If you find that when doing a submission all submissions fail, this is likely a cause.

## **How to get info for the E-Mail reports section**

Call your Internet Provider or Network Administrator. They should be able to help you.

## AddWeb Reporting

## Generating an AddWeb Report

## Introduction to AddWeb Reporting

### The Powerful AddWeb Reporting Engine

We know how important reports and statistics can be to anyone using a program such as AddWeb. That is why we wrote in an extremely powerful reporting engine.

AddWeb has database storage for virtually everything it knows, and the reporting engine has access to all database information. All of the database information is contained in variables which are always available to AddWeb, so you can generate reports at anytime.

To take is a step further, we know that different methods of report delivery are important to you. AddWeb's reports can all be generated into attractive HTML pages that you can place on a web site, or in ASCII text for printing. Best of all, AddWeb has a built in e-mail function that can send reports directly via E-Mail!

### Plug-In Report Styles

If you own the Gold or Pro versions of AddWeb, you can come to our website to check out additional report styles. All you need to do is download and install the report styles you like, and they are instantly available for all of your AddWeb reporting!

### Custom Reporting

Also in the Gold and Pro versions, if you like, you can write your own report styles and scripts. We give you access to our reporting engine through the use of variables that you can use in your own HTML pages! All you have to do is place the HTML page (or text) in the proper directory and let it go! There is a learning process involved in using this feature because of the power behind it.

[Description of the Report Window Fields](#)

## Report Window Fields

### Output To Section

This allows you to select the type of report you wish to generate. Text will generate ASCII Text reports, HTML will generate reports formatted for a web browser, and E-Mail will generate reports that AddWeb can E-Mail.

### Report Styles

If you own the Standard version of AddWeb, this will only list the default report style. However, if you own the Gold or Pro versions of AddWeb, you can use Plug-In reports available off of our website, or even create your own. Any additional report styles installed will be listed here. To select a different style, simply click on it.

### Available Reports in selected style

Once you have selected a report style, all reports available in the style will appear in this list. Simply click on the report you wish to generate. Note that when you click on the report, the description appears below in the Report Description section.

### Output Text and/or HTML Report to:

If you have selected to generate a Text or HTML report, this field specifies the directory it will be saved to. The browse button allows you to find a directory on your hard drive.

### Send E-Mail Reports to:

If you have selected to generate E-Mail reports, you should enter the E-Mail address you wish to send the reports to in this field.

## Making Custom Reports

## Overview of Custom Reports

••• Custom Reporting is a feature that is only enabled if you have registered the Gold or Pro version of AddWeb

Registered users of AddWeb Gold and Pro can completely customize the reports that AddWeb generates. You can not only change existing Report Styles, but add new styles as well.

AddWeb uses a set of variables and commands that can be embedded in Text and HTML files. When AddWeb is instructed to generate a report off of one of these files, it will translate the variables and commands and generate the appropriate report.

Custom reporting is a feature which should only be approached by people with a great deal of experience in HTML and scripting. Cyberspace HQ does not provide support on the custom reporting features, however, information on available commands and variables can be found at <http://www.cyberspacehq.com/support/addweb>.

## Pulldown Menus

## Overview of the Pulldown Menus

There are 3 pulldown menus in AddWeb that appear as buttons on the top-right of the screen. They are as follows:

- [File | Check for Updates](#)
- [File | Import and AutoRun](#)
- [File | View Error Log](#)
- [File | Select Language](#)
- [File | Import from AddWeb 2.x](#)
- [File | Exit](#)
- 
- [Tutorials | ...](#)
- 
- [Help | Help](#)
- [Help | About AddWeb](#)
- [Help | Order AddWeb via Secure Server](#)
- [Help | Enter Registration Number](#)
- [Help | AddWeb Home Page](#)
- [Help | Cyberspace HQ Home Page](#)
- [Help | AddWeb Technical Support Options](#)
-

## File Pulldown Menu

## **Check for Updates Option**

This option will contact a Cyberspace HQ server to see if you have the most current databases and software revision. If any files are out of date, it will allow you to download and install the updates.

## **View Error Log Option**

This option allows you to view the AddWeb Error Log. Our technical support department may ask you to send a copy of this log if you are having problems.

## Select Language Option

AddWeb has support for multiple languages. You may switch to a new language [here](#).

## **Delete Current Profile History Option**

This option allows you to delete the entire history database for the profile you currently have loaded in AddWeb. It will not delete the profile information you entered, just all of the submission data it has done in the past.

Keep in mind that this will affect reports generated on this profile because there will no longer be any history to generate reports from.

This option is used because with time, your profile history database can become quite large, causing reports to take long to generate.

## Exit Option

Closes AddWeb.

## Import and AutoRun Option

## Overview of Import and Autorun

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

This is relevant for AddWeb PRO only. If you have the Standard or Gold versions registered, this feature will not operate.

The Import / AutoRun feature is a very powerful feature designed for companies that wish to have an alternate method of input for website profiles.

If you have a text file created in the AddWeb input format, which is basically a simple INI file, this feature can semi-automate your submission process.

The idea is that you would have a web form processor of some sort that saves a users input in the correct format, in the correct directory. You could then load AddWeb and click a single button to automatically import ANY files found in the directory and submit them to the engines.

- [How to Import a File](#)
- [Sample Import File](#)
- [Selecting the type of submission](#)
- [Save and Submit Selected Button](#)
- [Submit w/o Save Selected Button](#)
- [Save Only Button](#)
- [Delete Button](#)
-

## Import and Autorun Disclaimer

The Import and Autorun feature of AddWeb is a small one, but it has been designed to allow you a tremendous amount of power. Many of the doors opened by this feature are very technical in nature, and are not supported by Cyberspace HQ.

In order to use this feature you will need to have a good understanding of the following:

- HTML Authoring
- INI Files
- Directory Browsing and Manipulation
- You will need access to a good forms processor.
- We strongly suggest that you know someone who can program web applications.
- We suggest you have access to Cold Fusion or ASP.
- 

**....Creating forms, web programming, html authoring, and other related topics that are necessary for Import and Autorun, but are not part of the AddWeb code are outside the scope of this help file, and are not supported by Cyberspace HQ. If you do not understand these concepts, we suggest that you consult a professional programmer with web experience. ....**

## How to Import a Profile

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

In order to import a file, simply have your AddWeb Import Files saved to the \AddWeb\Batch directory. When you run AddWeb, select File|Import and AutoRun. This action will open a window that contains several options as well as a list which shows the contents of the AddWeb\Batch directory.

Select the appropriate engine submission options and select the files you would like to import. You can multi-select if you like. Finally click on one of the buttons that corresponds to the type of import you would like to make.

If you don't know what an import file must look like, select one of the options below:

- [Sample Import File](#)
- [Descriptions of Import File Fields](#)
- 

In order to have a web form work with AddWeb, you will need to have a forms processor on your web server that can save form contents into text files in a manner you design. The forms processor may be a CGI program on your sever, or some other sort of processing method.

If you don't know how to get a forms processor to work for you, you may wish to purchase a program for your web server than can handle it.

If your server is running Microsoft IIS, you may find an ASP programmer that can help you. Otherwise, you may find someone that can write CGI programs.

There are also programs that you can purchase that allow you to script such actions. Some examples include:

Cold Fusion - <http://www.allaire.com>

This is a very powerful application server. We do provide Cold Fusion samples on our website at [www.cyberspacehq.com/addweb/addons](http://www.cyberspacehq.com/addweb/addons)

Polyform - <http://polyform.ora.com/>

Polyform is a nice program with a Wizard Interface that will make formatting of text output quite easy.

You may also want to check out our addons website at <http://www.cyberspacehq.com/addweb/addons>. There may be some third party offerings on our site that will meet your needs.

## Sample Import File

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

```
[AddWeb Profile]
PROFILE=The Very Very Big Corporation of America
FORWARD=http://
URL=www.crimsonpermassurance.com
TITLE=The Crimson Permanent Assurance, A subsidiary of the Very Very Big
Corporation of America
DESC=Corporate consultants specializing in tax matters and corporate raiding.
CATEGORY=Business => Management
YAHOOCAT=Entertainment|Arts|Movies
YAHOOID=73666251227
SNAPCAT=Entertainment|Arts|Movies
ISCOMMERCIAL=Y
ISMLM=N
ISADULT=N
RECIPURL=http://www.crimsonpermassurance.com/recip.htm
AUTOMAIL=Y
AUTOHTTP=Y
AUTOTEXT=N
RPTSTYLE=Default
RPTDETAIL=default.ini
MAILTO=webmaster@crimsonpermassurance.com
HTMLDIR=c:\web\crimper\reports
TEXTDIR=c:\web\crimper\reports
CUSTMSG=Following is your submission report:
NOTES=This is a really nice website
NAMEONREPORT=My Submission Service
URLONREPORT=http://www.foobar.com
IMAGEONREPORT=c:\images\image.jpg
KEY1=Business
KEY2=Tax
KEY3=Consulting
KEY4=Raiding
KEY5=Building Sails
KEY6=England
KEY7=
KEY8=
KEY9=
KEY10=
KEY11=
KEY12=
KEY13=
KEY14=
KEY15=
KEY16=
KEY17=
KEY18=
KEY19=
KEY20=
KEY21=
NAME=Spencer Python
COMPANY=The Crimson Permanent Assurance
CITY=Los Angeles
STATE=CA
```

ZIP=91303  
COUNTRY=US  
EMAIL=python@crimsonpermassurance.com  
ADDRESS=12345 That Street  
PHONE=818-555-1212  
FAX=818-853-1234

## Descriptions of Import File Fields

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

[AddWeb Profile]

This is always at the beginning of the import file. It tells AddWeb that it is a valid file to import.

PROFILE=The Very Very Big Corporation of America

This is the name that the profile will be saved under in the AddWeb Database if you select to save it.

FORWARD=http://

This should be http:// unless the website being submitted is on a secure server which requires https://

URL=www.crimsonpermassurance.com

This is the web address (url) that is to be submitted.

TITLE=The Crimson Permanent Assurance, A subsidiary of the Very Very Big Corporation of America

This is the title of the website

DESC=Corporate consultants specializing in tax matters and corporate raiding.

This is the description of the website. We suggest you limit this to 200 characters or less.

CATEGORY=Business => Management

This is The AddWeb Category. See the [valid categories](#) list for a listing of what text is allowed here.

YAHOOCAT=Entertainment|Arts|Movies

This is the specific category for Yahoo submissions. You will have to get the valid categories directly from Yahoo pages to enter the proper text here. The AddWeb interface does this, but if you want to fully automate the import and submission process, you may have to do some web programming to allow you to automate this task. If you want, you can choose not to offer Yahoo as an engine to submit to, in which case, you can enter junk characters here.

YAHOOID=73666251227

This is the specific category id# for Yahoo submissions. You will have to get the valid category id numbers directly from Yahoo pages to enter the proper text here. The AddWeb interface does this, but if you want to fully automate the import and submission process, you may have to do some web programming to allow you to automate this task. If you want, you can choose not to offer Yahoo as an engine to submit to, in which case, you can enter junk characters here.

SNAPCAT=Entertainment|Arts|Movies

This is the specific category for Snap submissions. You will have to get the valid categories directly from Snap pages to enter the proper text here. The AddWeb interface does this, but if you want to fully automate the import and submission process, you may have to do some web programming to allow you to automate this task. If you want, you can choose not to offer Snap as an engine to submit to, in which case, you can enter junk characters here.

ISCOMMERCIAL=Y

Enter Y if the website is commercial. Enter N if it is personal.

ISMLM=N

Enter Y if this is a multi-level marketing related site. Enter N if not.

ISADULT=N

Enter Y if this site has or relates to adult content. Enter N if not

RECIPURL=http://www.crimsonpermassurance.com/recip.htm

Enter the url for a web page on this site that has links to the search engines and directories that require reciprocal urls. You can generate such a page in the AddWeb interface.

AUTOMAIL=Y

Enter Y if you would like an e-mail report automatically sent after submissions for this profile are completed. Otherwise enter N.

AUTOHTTP=Y

Enter Y if you would like an HTML report automatically created after submissions for this profile are completed. Otherwise enter N.

AUTOTEXT=N

Enter Y if you would like a TEXT report automatically created after submissions for this profile are completed. Otherwise enter N.

RPTSTYLE=Classic

Enter the AddWeb Report Style to use for reporting. If you are unsure what style to use, Load AddWeb and go to the Custom Reports section of a profile. You will see a listing of the report styles you may use.

RPTDETAIL=default.ini

Enter the name of the Report definition file that you will use.

MAILTO=webmaster@crimsonpermassurance.com

If you are going to do automated e-mail reports, enter the e-mail address that they should be mailed to.

HTMLDIR=c:\web\crimperm\reports

If you will be doing automated HTML reports, enter the directory where they should be saved. If the directory does not exist, AddWeb will create it for you.

TEXTDIR=c:\web\crimperm\reports

If you will be doing automated TEXT reports, enter the directory where they should be saved. If the directory does not exist, AddWeb will create it for you.

CUSTOMMSG=Following is your submission report:

If you will be doing automated e-mail reports, any text you enter here will be at the beginning of the e-mail.

NOTES=This is a really nice website

This will be placed in the profile notes section of AddWeb if you save the profile you import. This information is never submitted.

NAMEONREPORT=My Submission Service

This is the name you want on reports.

URLONREPORT=http://www.foobar.com

This is the url link you want on reports

IMAGEONREPORT=c:\images\image.jpg

This is the custom image you want on reports.

KEY1=Business

KEY2=Tax

KEY3=Consulting

KEY4=Raiding

KEY5=Building Sails  
KEY6=England  
KEY7=  
KEY8=  
KEY9=  
KEY10=  
KEY11=  
KEY12=  
KEY13=  
KEY14=  
KEY15=  
KEY16=  
KEY17=  
KEY18=  
KEY19=  
KEY20=  
KEY21=

Each of the keywords entered here will be used as an AddWeb keyword.

NAME=Joe Corporate

This is the Name of the website owner. Everything up to the first space will be placed in the FIRST name field. Everything after the first space will go into the LAST name field.

COMPANY=The Crimson Permanent Assurance

This is the name of the company the website belongs to.

ADDRESS=12345 That Street

This is the address of the website owner.

CITY=Los Angeles

This is the city in which the website owner is located

STATE=CA

This is the state in which the website owner is located

ZIP=91303

This is the zip (postal) code of the website owner

COUNTRY=US

This is the 2 letter code for the country of the website.

EMAIL=python@crimsonpermassurance.com

This is the e-mail address of the webmaster.

PHONE=818-555-1212

This is the phone number of the website owner.

FAX=818-853-1234

This is the fax number of the website owner.

## Things to think of when designing your form

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

### Hidden Fields

Many of the lines in an import file have little to do with a choice a user would make. Instead, they may be reporting options that you might want to force on the profile. Put these in your forms as hidden fields.

### Dynamic Data

Use information you already know about the user to fill in some of the fields. For example, when the user enters his e-mail address, keep in mind that you may want that to be the address reports are sent to, so instead of making him fill it in twice, you may want to pull the same information from one field to fill out several lines in the import file. Another example of this is in the report directories. Use the site title or the users last name in the report directory names to keep it unique and easy to find.

### Yahoo and Snap

These engines will be very difficult to support because they have such complex category structures. You may want to exclude them as engines you will submit to, or do them manually. AddWeb does support these sites, but it would be very difficult to properly support them from a web form. If you have some web programming knowledge, you might want to tackle this by finding a way to parse Yahoo and Snap for this information from a web interface. Nevertheless, AddWeb does support the Yahoo and Snap fields for import.

## Valid Categories

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Following are valid categories in AddWeb for the standard category selection. This does not represent Yahoo or Snap categories.

- Arts & Entertainment => General
- Arts & Entertainment => Books
- Arts & Entertainment => Dance
- Arts & Entertainment => Events
- Arts & Entertainment => Fashion
- Arts & Entertainment => Games
- Arts & Entertainment => Magazines
- Arts & Entertainment => Movies
- Arts & Entertainment => Music
- Arts & Entertainment => Restaurants
- Arts & Entertainment => Television
- Automotive
- Automotive => Audio
- Automotive => Insurance
- Automotive => Rental
- Automotive => Clubs
- Automotive => Maintenance
- Automotive => Sports
- Business
- Business => Accounting
- Business => Banking
- Business => Consultants
- Business => Economics
- Business => Employment
- Business => Finance
- Business => Insurance
- Business => Law
- Business => Mail Order
- Business => Supplies
- Communications
- Communications => Advertising
- Communications => Consultants
- Communications => Media
- Communications => Public Relations
- Communications => Publishers
- Communications => Telecommunications
- Computer => Consultants
- Computer => Hardware
- Computer => Internet
- Computer => Multimedia
- Computer => Services
- Computer => Software
- Computer => Supplies
- Computer => Training
- Computer => Web Hosting
- Computer => Web Design
- Consumer
- Consumer => Antiques

Consumer => Appliances  
Consumer => Art  
Consumer => Children  
Consumer => Clothing  
Consumer => Electronics  
Consumer => Flowers and Gardening  
Consumer => Food and Beverage  
Consumer => Furniture  
Consumer => Goods  
Consumer => Health Care  
Consumer => Household  
Consumer => Insurance  
Consumer => Mail Order  
Consumer => Music  
Consumer => Services  
Education  
Education => Adult  
Education => College  
Education => Consultants  
Education => Distance  
Education => Preschool  
Education => Supplies  
Education => Vocational  
Government  
Manufacturing  
Manufacturing => Agriculture  
Manufacturing => Chemical  
Manufacturing => Construction  
Manufacturing => Electronic  
Manufacturing => Food  
Manufacturing => Furniture  
Manufacturing => Instruments  
Manufacturing => Machinery  
Manufacturing => Metals  
Manufacturing => Mining  
Manufacturing => Oil and Gas  
Manufacturing => Paper  
Manufacturing => Pharmaceutical  
Manufacturing => Printing  
Manufacturing => Textile  
Medical  
Medical => Clinics  
Medical => Dental  
Medical => Hospitals  
Medical => Insurance  
Medical => Laboratories  
Medical => Nursing  
Medical => Research  
Medical => Supplies  
Medical => Veterinary  
Military  
Miscellaneous  
Personal  
Real Estate  
Real Estate => Agents  
Real Estate => Architecture

Real Estate => Brokers  
Real Estate => Commercial  
Real Estate => Construction  
Real Estate => Maintenance and Repair  
Real Estate => Mortgages  
Real Estate => Rentals  
Real Estate => Residential  
Technology  
Technology => Consultants  
Technology => Engineering  
Technology => Research  
Technology => Science  
Technology => Services  
Transportation  
Transportation => Airline  
Transportation => Airplanes (Small)  
Transportation => Automobile  
Transportation => Boats  
Transportation => Bus  
Transportation => Helicopter  
Transportation => Insurance  
Transportation => Motorcycles  
Transportation => Services  
Transportation => Shipping  
Transportation => Supplies  
Transportation => Trains  
Transportation => Trucks  
Travel  
Travel => Airlines  
Travel => Associations  
Travel => Car Rentals  
Travel => Cruises and Excursions  
Travel => Hotels  
Travel => Publications  
Travel => Agents  
Sports => General  
Sports => Clubs  
Sports => Teams  
Sports => Collecting

## Selecting the type of submission

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

When you have selected the files you want to import, and have selected your engine options, click one of the following buttons:

### Submit w/o Saving

This will import the AddWeb Import Files into AddWeb, then will submit them to the chosen resources, but will not save a website profile in the AddWeb Database. This is fine for one-time submissions, but since the profile is not saved, there will be no statistical data or history data relating to this submission.

### Submit and Save

This option will import the AddWeb import file, then save it in the AddWeb profile database before doing a submission. This causes the profile to be available for future submissions without an import, and starts building statistical and historical data right away. However, if you don't plan on submitting this profile again, don't bother with this option.

### Save Only

This option will import the AddWeb Import File into the AddWeb profile database. No submission run will be made.

### Delete Selected

This will delete the Import File from the AddWeb\Batch directory.

## Submit and Save Button

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

This option will import the AddWeb import file, then save it in the AddWeb profile database before doing a submission. This causes the profile to be available for future submissions without an import, and starts building statistical and historical data right away. However, if you don't plan on submitting this profile again, don't bother with this option.

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••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

This option will import the AddWeb Import File into the AddWeb profile database. No submission run will be made.

## Delete Selected Button

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

Before reading this section, be sure you have read the [Import and Autorun Disclaimer](#).

This will delete the Import File from the AddWeb\Batch directory.

**How To...**

## How to import and submit multiple websites

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

If you own the Pro version of AddWeb, you can use the Import/Autorun feature which allows you to quickly import website data from a text file on your hard drive. Using the Import/Autorun feature semi-automates the process by allowing you to click a single button which selects files that are in the 'Batch' directory under AddWeb and automatically submits them to the engines.

In a typical scenario, you would have a web form that saves the data a user enters to a Text File in AddWeb's format. Every so often, you would load AddWeb and select the Import/Autorun option and perform these submissions without having to manually enter the website profiles or select engines.

This feature is especially desirable for website submission services and website hosting companies.

For more information on Import and Autorun, [Click here](#).

## How to make an engine list for submission

••• Import and Autorun is a feature that is only enabled if you have registered the Pro version of AddWeb

The Import and Autorun feature allows for three submission options. First you may submit to all engines in the 'Major Engines' category. Second, you can submit to 'All Engines', and third, you can submit to a previously saved engine list.

The previously saved engine list allows you to decide where the submissions will go. Simply use the Engine List feature in AddWeb to save the list. The same lists that are available on the Engines screen are also available in Import/Autorun.

## How to setup a website form for Import and Autorun

In order to have a web form work with AddWeb, you will need to have a forms processor on your web server that can save form contents into text files in a manner you design. The forms processor may be a CGI program on your sever, or some other sort of processing method.

If you don't know how to get a forms processor to work for you, you may wish to purchase a program for your web server than can handle it.

If your server is running Microsoft IIS, you may find an ASP programmer that can help you. Otherwise, you may find someone that can write CGI programs.

There are also programs that you can purchase that allow you to script such actions. Some examples include:

Cold Fusion - <http://www.allaire.com>

This is a very powerful application server. We do provide Cold Fusion samples on our website at [www.cyberspacehq.com/addweb/addons](http://www.cyberspacehq.com/addweb/addons)

Polyform - <http://polyform.ora.com/>

Polyform is a nice program with a Wizard Interface that will make formatting of text output quite easy.

You may also want to check out our addons website at <http://www.cyberspacehq.com/addweb/addons>. There may be some third party offerings on our site that will meet your needs.

**How To...**

## **How to download and install the most current version of AddWeb**

Simply select File|Check for Updates and AddWeb will check to see if there is a new version of the software available. AddWeb will normally perform this check in the background when you run the program as well.

## **How to get the most current engine database**

AddWeb checks our servers for a more current engine database when you run the program. You can also check manually by using the File|Check for Updates option

## How to decipher the Error Log

The error log is designed to be deciphered by our programmers and technical support people in debugging potential problems. If you are having problems with AddWeb, we may ask that you send us your log. Note that sometimes an entry in the error log may indicate a problem that AddWeb fixed by itself during a submission run.

## **How to get AddWeb in a language that is not listed in the options**

If your language is not available in AddWeb (File|Select Language), and would like to get it translated, please contact our sales department at [sales@cyberhq.com](mailto:sales@cyberhq.com)

## Help Pulldown Menu

## Help Option

The Help option opens this help file.

## **Enter Registration # Option**

When you have ordered AddWeb and received your registration number, enter it in this dialog and click the OK button.

## **Order AddWeb Option**

This option will launch your default web browser and take you directly to our Secure, Encrypted Online Order Wizard.

## **AddWeb Home Page Option**

This option will open your default web browser and take you to the AddWeb Home Page.

## **Cyberspace HQ Home Page Option**

This option will open your default web browser and take you to the Cyberspace HQ home Page

## **AddWeb Add-On Options Page Option**

This option will open your default web browser and take you to the AddWeb Add-On Options Home Page

## About AddWeb Option

This will open the AddWeb about box, where you will find version information, copyright information and your registration status.

## **AddWeb Technical Support Options**

This option will open your default web browser and take you to the AddWeb Technical Support Website.

**How To...**

## How To...

- [How to automatically fill in the fields from an existing web page](#)
- [How to get the best placement in Yahoo](#)
- [How to get listed higher in the search engines](#)
- [How to make sure you get less spam due to your submissions.](#)
- [How to select search engines for submission.](#)
- [How to save a list of engines you frequently submit to](#)
- [How to make sure you only submit to engines you have never submitted to before.](#)
- [How to make sure you don't oversubmit to the search engines](#)
- [How to submit more than one website at the same time.](#)
- [How to know which engines are represented by the submission LED graphics](#)
- [How to resubmit failed engines](#)
- [How to save a list of frequently submitted profiles](#)
- [How to effectively use the ranking feature](#)
- [How to get better ranking results](#)
- [How to automatically get information from your web page into Page Builder](#)
- [How to use Page Builder to get higher scores on the search engines](#)
- [How to make Page Builder change your current home page.](#)
- [How to make Page Builder create a new page with it's data.](#)
- [How to keep from getting a penalty from the search engines](#)
- [How to tell if your site has been listed in the engines](#)
- [How to find out if you need to enter anything in the Proxy and Firewall section](#)
- [How to get info for the E-Mail reports section](#)
- [How to import and submit multiple websites \(Import/AutoRun\)](#)
- [How to set up a web form for Import and Autorun](#)
- [How to make an engine list for submission](#)
- [How to download and install the most current version of AddWeb](#)
- [How to get the most current engine database](#)
- [How to decipher the Error Log](#)
- [How to get AddWeb in a language that is not listed in the options](#)

# Frequently Asked Questions

## Sales Related Questions

### What is the difference between Gold, Standard and Pro versions?

All 3 versions of AddWeb submit to the same number of search engines. However, the Gold version is designed for more professional use. It gives you the option to customize the reports, remove the name AddWeb and Cyberspace HQ from all reports, auto-generate reports for multiple submissions and several other features. The Pro version has everything the Gold Version does, plus features designed for companies that do constant submissions and web submission services. These include the Import and Autorun feature that allows you to use web forms for AddWeb's profile data, thereby eliminating the need for repetitive data entry. It also includes the AddWeb Engine Builder, which is a full-featured application that allows you to add, test and maintain your own database of engines. The Pro version is also faster. While the Standard and Gold versions allow you to submit to do 60 simultaneous submissions, the Pro version allows for up to 100, making it up to 66% faster!

### How long will it take before I see my website listed in the search engines?

This is very difficult to say. To better explain, we will compare AddWeb to the postal service. If you send a letter to Bill Gates at Microsoft, the postal service can tell you that the letter was delivered to Microsoft. They can even tell you with a return receipt if the letter got to the right person at Microsoft who handles the mail for Bill Gates. But they cannot tell you if Bill Gates read your letter, or if he did whatever your letter requested him to do. That part is up to Bill Gates. AddWeb works much in the same way. Each of the search engines publishes their requirements for submitting to them. AddWeb follows those instructions behind the scenes. When AddWeb submits your website, the search engine's computer responds with a sort of receipt, telling AddWeb that they got the submission. AddWeb then calls your submission a success. However, there are many more steps beyond the control of AddWeb that go into actually getting *listed* on the engine. Many engines have people that review your site. Others can be very backlogged. And many automatically look at your site, and if their computer doesn't like your web page, your site can be rejected.

AddWeb does exactly what your web browser does if you go to an engine and submit manually. It can guarantee your listing no more than the mailman can force a person to act upon a letter.

There is no software that can actually **put** you on the engines. They can only **submit** your site to the engines

### If AddWeb cannot guarantee that a site will be listed on an engine, why should I use it?

Simply put, if you were to try to submit to only 10% of the engines AddWeb submits to, it would take you days.

### There are only a few major engines. Why should I be listed on the smaller sites?

There are two arguments for this. First, Numbers count. If someone told you that you can have a free advertisement in their magazine that only catered to 5,000 readers per month, would you say no simply because it isn't a major magazine? What if you had 1,000 similar offers? That would equate to FIVE MILLION potential customers... For free! The same goes with the small engines and directories. The second argument is one based on link popularity. Some of the major search engines give you a higher score (make you higher in their rankings) if they have other pages listed in their database that have links to your web site. For example, if a search engine sees that there are 1,000 other websites that have links to your web site, they may consider your site a popular one, and therefore, worthy of a higher placement in searches relevant to whatever keyword a user types in.

### Does AddWeb support Yahoo?

You bet! AddWeb is the only submission software that correctly submits to Yahoo AND Snap!

### Does AddWeb time out ?

No. When you purchase AddWeb, you are purchasing a software product, not a limited time license. However, you are limited to one year of free engine updates. What this means is that you can submit your

site(s) as much as you want with AddWeb, but the engine update feature will expire after one year. After that year is up, you will be able to purchase a new engine update subscription for a fraction of the cost of AddWeb. The charge after a year is to help us cover some of the costs involved in continually updating and maintaining the engine data.

#### **How many submissions can I do with AddWeb?**

As many as you like. There is no limit to the number of submissions, or the number of websites you submit with AddWeb!

#### **What is the PageBuilder?**

Some of the major search engines don't actually take the information you enter. They only take the website, then they go and look at your web page. They look at the meta tags on your page, and the content of the page. When you search based on a keyword, the contents of the page play a heavy role in determining how well your site ranks. The PageBuilder generates an HTML page that helps your site score higher. It will not touch your home page, instead it is a simple page that you can use in submitting your site, that will LINK to your home page.

#### **How much does it cost to upgrade from Standard to Gold... or to Pro?**

To upgrade from Standard to Gold, Gold to Pro, or Standard to Pro, there is a \$10 upgrade surcharge. This means that if you upgrade it will only cost \$10 more than it would have cost if you had purchased the higher version initially. For example, the Standard version costs \$69, and the Gold costs \$119. The upgrade price from standard to Gold is \$60. So if you choose an upgrade path, your actual cost for the Gold version is \$129.

#### **What is your upgrade policy for future version upgrades?**

All minor upgrades are free. That is everything from 3.0 to 3.99. Major revisions (3.x to 4.0) may be chargeable upgrades. We never charge more than 50% of the retail price for an upgrade, and never charge people who purchased within 90 days of a major upgrade release.

#### **How often should/can I submit my site?**

You can submit all you like. But as a general rule, it is good idea to resubmit your site(s) on a monthly basis. AddWeb has built-in Rules Checking that will keep you from 'spamming' the engines. When we create an engine in our database, we also enter a value for how often you may submit to it. This will help keep you from getting banned on the engines.

#### **Do the engines change?**

YES! They are constantly changing. We add new ones regularly, and we remove expired ones regularly. We suggest that you turn on Auto-Updating in AddWeb so you always have the most current engines.

#### **Can I make reports in multiple formats?**

Yes. You can save reports to ASCII Text, HTML, or AddWeb can even e-mail reports for you. You can do any combination of these three for every submission you make. Furthermore, if you have AddWeb Gold or Pro, you can make very comprehensive custom reports with AddWeb report scripting!

## Support Related Questions

### **I don't see my site listed in the engines after a submission. Why?**

AddWeb submits your site to the engines. No software can actually place you on the search engines. What AddWeb does is just like what you would do if you went to the engine and added your URL through the browser. The information gets submitted to the engine for processing. Once it is submitted, we cannot control how it is handled or processed. This is a numbers game. Some sites will never list you. Some will take months. Some will be immediate.

### **AddWeb keeps telling me I am breaking rules.**

With the release of AddWeb 3, we wanted to make a search engine friendly submission program. If we know that a particular search engine doesn't want you to submit your website to them more than once every week, AddWeb will skip the engine when you submit to it within that week. You can override the rule breaking, but we intentionally made it so that it is a somewhat laborious process. Rules checking is done website by website, so just because you submitted one website today, doesn't mean that AddWeb will stop you from submitting others. Other types of rules checking relate to what country your website is in, the nature of the content of your site, etc. Please understand that spamming the search engines is bad netiquette, and our intention is to provide viable means of marketing your website on the internet without using tactics that are considered to be bad form.

### **Should I submit all of my web pages ?**

Only if you want to be banned from the engines. The big engines will spider your site. Over-submitting will only get people angry at you. Just submit your home page. Be creative, not offensive.

### **The Engine Ranking is not accurate. Why?**

The search engines sometimes change the way they index searches. When they change their engine, AddWeb must change what it looks for. First check to make sure you have the most current engine update. If you find inaccurate results with the most current version, submit a bug report to us. Tell us what URL you are searching for, what keywords you are using, what search depth is appropriate and which engine is malfunctioning. We will check it, and if there has been a change, we will update AddWeb without delay.

### **How does AddWeb know when a search engine has changed or moved, and does it definitely get received when it says its been received.**

Sites go down all the time, they move pages, and change form actions on a regular basis. We cannot guarantee that every site will work. However, we constantly remove sites and add new ones to our indexes. AddWeb has an engine update feature that connects to one of our servers and gets the latest collection of engines. We update our indexes once every few weeks or less, always removing dead ones, and adding new ones. This way it is not a matter of getting the software over and over. All you do is run the 'Engine Update' and you will get the most current batch of engines.

This is also why our software may not have as many engines as some other submission programs. We constantly remove dead sites.

No software can tell if your link has actually been added, since in most cases the engine accepts the submission, then goes into some process before it is added to the site. In some cases this can be weeks, and in some cases they won't even accept your submission. However, AddWeb does do some level of checking. It will only consider a submission to be successful if the engine being submitted to responds to the submission with no errors. So if a site is down, AddWeb reports a failure. If the cgi, perl or whatever program the processes the submission does not respond, or does not accept AddWeb's input, AddWeb reports a failure. All of the failures go into a 'Failed Submission List', and the reason for the failure is written to an error log.

When we see that an engine continually fails for several weeks, or we find it has been taken down we take it out of our indexes. For this reason, in a typical update, we might remove 200 engines, and add 200 new

ones.

### **Why does the submission fail for some engines?**

There are so many reasons an engine might fail, that it is impossible to list them here. Usually, though, it is because there is a problem with the connection between you and the engine's site, or there is a misconfiguration problem at the site. It could also be that the engine no longer exists.

### **Why does AddWeb only support 21 keywords?**

First off, keep in mind that the vast majority of the sites that accept submissions don't even accept keywords, so AddWeb does not submit \*any\* keywords to those. However, those that do accept them, rarely even support the full 21 keywords AddWeb offers. Make sure that you put the most appropriate keywords first.

The major search engines do not accept the keywords you enter in the AddWeb interface. Instead, they spider your site and check for meta tags (as produced by the PageBuilder). Again, anything more than 21 is overkill there, too.

### **I'm getting spam mail after using AddWeb. Why?**

AddWeb submits the data that each submission site requests. When a submission site requests the E-Mail address, AddWeb gives it the E-Mail address you entered on the Site Data Page. We cannot control how the e-mail address is used from that point forward. That e-mail address will be placed on some of the link sites where Spam Spiders can get it. Some of the submission sites may also be using the list of gathered e-mail addresses for their own promotions.... Hence you receive SPAM. Cyberspace HQ does not spam. We never use gathered E-Mail addresses for unsolicited E-Mail of any kind, nor do we make lists available to anyone at any price.

We don't suggest, however, that you put in a non-existent e-mail address. Some of the sites (mostly Award sites) will rely on your e-mail for successful completion. You may want to consider setting up an anonymous e-mail account for your submissions at hotmail.com, junos.com, or one of the others.

### **AddWeb Fails on all of the sites**

Check your Proxy Server settings. If you are unsure about this, consult with your Internet Provider. This is a classic symptom of incorrect settings for Proxy Server/Port.

### **Why do I need to select a custom category for Yahoo and Snap?**

Yahoo and Snap have so many categories that it is impossible to choose the appropriate category based on our available category list. Therefore, we designed an interface that allows you to browse Yahoo and Snap live and select the exact category.

### **Sometimes when I select Engines, AddWeb seems to hang for a few seconds.**

When you are selecting engines, AddWeb will allow you to select others right away. But if you haven't made another selection after about 2 seconds, AddWeb will think you are done selecting for the moment and do a database lookup on the last one you selected. It will then display statistics for that engine.

### **How do I know which engines are being submitted during the submission process?**

Because AddWeb does up to 60 simultaneous submissions (100 with the Pro version), it cannot simply tell you which engine it is on. That is why there are all of those graphics on the submit page. If you see a graphic in the 'submitting site' mode, simply put your mouse pointer over it, and the site information will be displayed above the thread status graphics.

## Technical Support

## Our Technical Support Philosophy

We believe that everyone that legally and ethically uses our software is entitled to help. However, it is very important that it be structured and efficient. The available avenues of help are as follows:

### Help and Support Documentation

In order to increase efficiency, we have invested a great deal of resources into providing very comprehensive documentation, tutorials, online help resources, etc. We ask that all users of our software please use these methods before requesting live support. If a user does request live support for an issue that is clearly explained in documentation, our staff will likely point the user to the section documentation where the help can be found.

### Form-Based Support

For users that have explored the above options and still need help, they may fill out our [Technical Support Request Form](#). This form will open a support case in our database, which will be addressed by a tech support representative. Your request will be answered in order of assigned priority and receipt. Priority levels are described below.

### Telephone Support

Free telephone support is only available when initiated by our support department. You will still need to initiate the request through the [Technical Support Request Form](#). If we are unable to resolve your issue via e-mail, we will likely issue you a Technical Support Ticket Number, which will allow your case to be handled by phone. Alternatively, we offer [fee based telephone support](#).

### Technical Support Priority Levels

When you initiate a support request, we will assign your case a priority level as soon as a representative sees it. The priority levels are as follows:

#### *High Priority*

Registered users with mission critical issues.

#### *Medium Priority*

Registered users with issues that are not mission critical.

#### *Low Priority*

Unregistered users.

## Free Technical Support

Free mail-based technical support is available through our web-based technical support form on our website. We ask that you seek answers by alternative means before contacting our support department so that we can better help those that cannot find answers elsewhere. Please see [Our Technical Support Philosophy](#) before reading on.

First be sure you have read the documentation completely. It would be conservative to say that more than 90% of our technical support requests are based on questions found in this help file.

Second, please consult our online documentation, Frequently Asked Questions and Knowledge Base at:

<http://www.cyberspacehq.com/support/addweb>

When we run across a question or issue that is not covered in this help file, we typically put it there. This covers roughly another 5% of our technical support contacts.

Lastly, if you really looked at the documentation and the online help sources, return to our website and fill out the [technical support request form](#).

Do not call to initiate technical support. We will point you to the [technical support request form](#). Do not e-mail any company contacts as they will point you to the [technical support request form](#).

Please understand that we do wish to help you, however it is very important that we are able to help you in a structured way so that we can do so effectively. The reason it is so important to initiate a support request through the form is that the form asks some important questions and opens up a 'support case' for you in our database, which allows anyone at our company to help you in the future. More information on how this works can be found in the section titled '[About our technical support request form](#)'.

## **Fee Based Technical Support**

Cyberspace HQ offers fee-based priority help for customers that do not wish to use our forms based/e-mail support options at a rate of US\$60.00 per hour, with a one hour minimum.

In order to receive this level of support, please call our sales department at 818-593-4900, extension 100. Be sure to have your credit card ready. One of our staff will issue you a technical support ticket number and transfer you directly to our technical support department.

Please note that our salespeople cannot provide support, nor can they transfer you to the support department without a ticket number. The only way a ticket number can be generated is directly by technical support, or through an order for fee-based support.

## About our Technical Support Request Form

Some customers has asked why they should have to fill out some form when they should be able to simply call or e-mail us. But when you see how this simple form allows us to better help you, you may wonder why such a policy isn't commonplace.

### **The Technical Support Request form is located at**

<http://www.cyberspacehq.com/support/addweb>

### **The problems with E-Mail Support**

Asking for help via E-Mail seems easy at first. You toss your problem in a message to support@wherever.com and wait for a response. But what happens at the other side? Someone gets your message and likely has to ask you a series of other questions to better understand your problem. Now you respond, but the person that asked the questions has probably dealt with a few hundred other people and won't remember your problem without digging through old mail to find you. Or even worse, the company may have several people dealing with technical support e-mail, so your response may go to an entirely different person, who must then contact the first support rep. to figure out what it is all about. How much time passes? How much energy is spent? And still you haven't even received a suggestion. By the time you get a suggestion, that may or may not work, you are going back and forth in e-mail with who knows who, and alot of confusion. Then 2 months later you may have a similar message, and the tech support reps have no memory or record of your past problems, so they treat you like a first time caller and start from square one.

### **The Problems with Telephone Support**

The primary problem is that of information gathering. You call for support, and find a rep at the other end of the phone asking you what kind of computer you have, how much ram, etc. etc. They have to ask you this. These things can very seriously affect the operation of the software, and we may know of some issues that relate to certain configurations. But you did just waste a half hour or so. The second problem is tracking. It is much like the same issue in e-mail. Who said what and when.

### **How our technical support form fixes this:**

The questions on that form represent the questions that a support rep. is likely to ask you when he/she gets the first contact from you. You get that out of the way right away. Furthermore, your request goes into a database where a support case is created for you. Now, in future dealings we can quickly and easily find your case and look at your history... no matter who you are dealing with on our end. It allows us to be efficient, and it allows us to spend less time figuring out what your problem is and more time giving you results.

It also allows us to give higher priority to those who need it most. Furthermore, we can help more people with greater precision.

Lastly, Use of this technical support database allows us to track our own abilities and shortcomings internally. It tells us where we have to work on our software to make it easier to use.

### **The Technical Support Request form is located at**

<http://www.cyberspacehq.com/support/addweb>

## **AddWeb Ordering Information**

## AddWeb Pricing

Pricing for AddWeb purchased via electronic distribution\*:

Version	Price
Standard	\$ 59.00
Gold	\$ 99.00
Pro	\$149.00

\*Electronic Distribution means that when you purchase AddWeb, you will receive a registration number which unlocks the demo version. No Box, CD or hardcopy manuals will be shipped.

<https://secure.cyberhq.com/orders>

As of April, 1999 a boxed AddWeb Standard version will be available for an additional shipping and handling charge.

[Secure and Encrypted Online Ordering](#)

[Ordering by Phone](#)

[Mail Order Form](#)

[Fax Order Form](#)

[Purchase Orders](#)

[Site Licensing](#)

[The difference between AddWeb Versions](#)

## Order via Secure Online Server

### **Online Orders:**

Online registration is available for AddWeb via secure and encrypted online ordering at:

<https://secure.cyberhq.com/orders>

Online orders are processed the same day the order is placed during business days (Monday through Friday) before 3:00 P.M. Pacific time. All orders after 3:00 P.M. will be processed the following morning. Orders placed during the weekend or holidays will be processed the following business day. All orders are processed in the order they are received.

If your order has incomplete information, or contains questionable information, it may be delayed until we can contact you.

Cyberspace HQ's online order form is a secure web site. Look for the 'lock' icon on your screen when you visit the site. If you double click on the icon, you will see our Verisign secure certificate information.

## Order by Phone

Telephone orders may be placed during office hours (9:00 AM to 5:00 PM Pacific Time - Monday through Friday) by calling 818-593-4900.

•• Technical support is not available by calling our sales department. If you require technical assistance, [click here](#).

## Order by Mail

To order by mail, please print this form, fill it out and mail it along with a check drawn on a U.S. Bank to:

**Cyberspace HQ**  
Order Processing  
22048 Sherman Way, Suite 106  
Canoga Park, CA 91303 - USA

### **AddWeb ORDER** (Mail)

Your Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
City: \_\_\_\_\_ State: \_\_\_\_\_ Postal: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_ Web Page: \_\_\_\_\_

#### License Information:

Standard Version	@ \$ 59.00 ea.	Quantity: _____	Total: _____
Gold Version	@ \$ 99.00 ea.	Quantity: _____	Total: _____
Pro Version	@ \$149.00 ea.	Quantity: _____	Total: _____
Upgrade Std to Gold	@ \$ 50.00 ea.	Quantity: _____	Total: _____
Upgrade Std to Pro	@ \$100.00 ea.	Quantity: _____	Total: _____
Upgrade Gold to Pro	@ \$ 60.00 ea.	Quantity: _____	Total: _____

TOTAL PURCHASE: \$ \_\_\_\_\_

Credit Card Type:    ( ) MasterCard    ( ) Visa    ( ) American Express  
                          ( ) Discover        ( ) Check Enclosed

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_



## Purchase Orders

Purchase orders are accepted from Fortune 1000 companies and U.S. Government agencies with terms of not more than NET 15 Days. To purchase by purchase order, please follow these steps:

- Call 818-593-4900 to inform us that you wish to use a P.O.
- Print out the FAX Order Form.
- Issue the Purchase order
- Fax the order form and Purchase Order to 818-593-4917
- 

Upon receipt and approval of your purchase order, you will be given a registration number for the software, and an invoice will be generated and mailed to you.

## Site Licensing

The standard AddWeb license grants you a license to use AddWeb on a single computer. If you wish to run multiple copies of AddWeb, a site license is required.

The discount for up to 10 copies is 15% of the standard purchase price. For Site licensing for more than 10 copies, or OEM plans, please call us.

## Private Label Licensing

OEM licensing for AddWeb is available for ISPs and other companies wishing to distribute a custom copy of AddWeb. Note that all OEM licenses allow you to distribute to your customers, but prohibit you from issuing your OEM version into retail or shareware distribution.

For OEM Licensing information, please visit our website at

<http://www.cyberspacehq.com/addweb/addweboem.htm>

**AddWeb Product License**

## AddWeb License

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- \*Copy the Software for archival purposes, provided any copy must contain all of the original Software's proprietary notices; or
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## AddWeb Registration Verification

Each time you execute AddWeb, do a submission, check for updates, or perform a ranking check, AddWeb will automatically contact a Cyberspace HQ server. The following is what happens:

*AddWeb will transmit 2 pieces of information to our server. These include:*

- Your AddWeb Registration Number
- What section of AddWeb sent the request (Application Execution, Submission, Ranking or Update Check)
- 

If the section of AddWeb that sent the request was Application Execution (when the program first loads), our server will tell your copy of AddWeb what the most current AddWeb version is and what the most current databases are (Engines and Ranking).

If the section that sent the request was Submission or Ranking, AddWeb will send your AddWeb registration number for a license verification. See below for more information on this.

If the section that sent the request was the Update Checker, AddWeb will send your AddWeb registration number and check our database to make sure you are entitled to engine updates. It will then get the most current software and engine versions to see if your installation of AddWeb is current.

**We understand that your privacy is very important to you, so we feel it is very important that you know exactly what information AddWeb sends to our servers. AddWeb only sends us your AddWeb registration number, which is data that we have given you. No other information whatsoever is transmitted. AddWeb never transmits email addresses, registry keys, or anything else belonging to any other product.**

*The reasons we transmit this information are as follows:*

AddWeb gets the software version to check how current your version is, and offer you an updated version. Because AddWeb's functionality can be reduced by factors on the internet we cannot control, it is important to always have the most current version for optimal performance.

AddWeb gets the Engine and Ranking versions to check how current your engine databases are. Since we are always adding, removing and modifying engines, it is important that you always have a current database for best performance. We do this check in order to be able to offer you the most current engine and ranking database.

AddWeb sends your registration number for several reasons. First, it allows us to easily determine what database and software version you have installed should you need support. Also, when you purchase AddWeb, you are entitled to one year of free engine updates. Sending your registration number for the first time registers you in our database and initiates your year of updates. After you are registered for updates, this checks to see that you are still within your free year.

The registration check also allows us to send urgent notices to individual customers in case there is a problem. For example, if there is ever a problem with the update server and there are compatibility issues with a database you are running, we can send you a message directly in AddWeb informing you of the problem and how to fix it.

Lastly, the live registration check helps us fight software piracy. Piracy is a very serious problem for software developers. Cyberspace HQ alone loses millions of dollars yearly to software piracy. In the end, it is the customer who often pays the price of software piracy in the form of higher prices to offset the losses suffered from those who illegally use the software. The live registration check allows us to disable AddWeb licenses that have been illegally generated, or have been purchased with fraudulent credit cards.

Fighting piracy can create more legal purchases of the software which helps us keep prices down.

## **Other Products by Cyberspace HQ**

## DeEnesse(tm)

### **The DNS Server Suite Windows NT & 95 Administrators**

DNS Servers are the guidance systems of the internet. Without them, you would be entering IP# for every 'net destination, and not domain names. Until now DNS servers have been among the most complicated services to run on a server. DeEnesse ( pronounced DNS ) brings traditional Windows ease of use to the management of a DNS server, plus so much more...

New DNS Administrators will find DeEnesse a breeze to learn. Experienced DNS Administrators will wonder why something like this has taken so long to appear. One way or the other, we are sure you will be impressed with DeEnesse.

Form \$199.00

<http://www.cyberspacehq.com/deenesse>

## AddSoft(tm)

### **Stop wasting time submitting your shareware apps!**

You spend enough time coding, writing docs and building installs. Why should you spend countless hours submitting your software to the shareware sites over and over and over again? It seems that as soon as you are done, you have a new revision, and have to do it all over again. AddSoft takes the chore out of your hands. It completely automates submissions for every shareware site it supports... It even builds submission data based on each sites requirements... It Zips. Its FTPs. It E-Mails, and it posts HTTP! All you do is run through the fields and give AddSoft information about your software and your company.. ONCE. Click on Submit and AddSoft does the rest! Go grab some coffee and let your software grab some cows and stars!

\$89.00

<http://www.cyberspacehq.com/addsoft>

## Nic O'Matic(tm)

### **Registering Domains Couldn't be Easier or Faster**

Nic O'Matic is an application which takes the chore out of registering and maintaining domain names, hosts and contacts with the Internic. Until now, your options have been to fill out their text-file templates and mail them in, or to use the Internic's slow web site each time. Nic O'Matic allows you to quickly create registrations and auto-mails them to the Internic. Furthermore, it allows you to save defaults for future use (DNS Servers, contacts, etc.), and saves all work you do so that you can quickly and easily do modifications and deletions without any unnecessary time wasted.

As they say: Time is Money. Nic O'Matic is designed to save you time.

\$49.00

<http://www.cyberspacehq.com/nicomatic>

## **AccuTagger(tm)**

AccuTagger builds on the concept of AddWeb's Page Builder, but allows many more features including META Profiles, Keyword Databases, Batch scripting, etc. If you like the Page Builder feature in AddWeb, and manage many pages, AccuTagger will be for you!

## Scrybe(tm)

### *Coming Soon...*

Planned release late 1999

### **Scrybe Mailing List Server**

We have taken the old concept of Mailing List Servers and have redefined it! This multi-tiered list server is by far the most feature rich server available under any platform. With extensive security options, automated listserver moderation, e-mail application serving, remote control, full web integration, mail server independence, mail based file server, extensive scheduling options and more, you will no doubt wonder why something like this hasn't come along before! Scrybe is a dream come true for technical support departments, e-mail discussion groups, marketing departments, and broadcast e-mail. However, spammers beware. This is *\*the\** anti-spam list server, designed strictly for opt-in mailing lists, making it very difficult to use for spamming.

### **Scrybe Enterprise Server**

The Scrybe Enterprise Server builds on the standard server by adding connectivity to external ODBC databases, rich database filtering features, support for massive scheduled E-Mail campaigns, automated customer profiling, website click tracking, and much more. The Enterprise server is designed to handle e-mail marketing campaigns based on customer data, and can handle extremely heavy loads.

## **AutoDown(tm)**

### ***Coming Soon...***

Planned release Early 2000

Autodown is a program which takes control of all downloading you do on the net and allows you to better manage file downloaded.

It starts by hijacking all download clicks in MSIE and Netscape. You can choose to download now or schedule for later download. Current downloads can be simultaneous or queued for those with slower connections. The downloader greatly enhances the feature set in the MSIE and Netscape downloaders, providing more statistics, a better interface, download resume, dupe checking, auto-search and download from fastest servers, and more. It will even sense that a download can be completed more quickly through a different server during a download, and auto-switch. After the download is finished, Autodown can do post processing with other programs such as virus scanners.

The Autodown Manager provides full management of all files downloaded, including categories, sorting, searching, net searches, update searches, cataloging, unzipping, installing and much more.

Other features include the ability to e-mail files in the manager to friends, bandwidth limiting, automated updates, internal unzip and custom interfaces (skins).

A field is an area of the program that you can type information into.

