

**PhoneSlip** is a simple NEXTSTEP app which allows a telephone receptionist or other user to rapidly send simple mail messages to recipients of phone (or other) messages and to (optionally) log and print these messages.

The left hand side of the user interface is in the form of classic office phone slip. The right hand side is a list of known recipients and their E-mail addresses. To send a mail message to a known addressee , click on a name in the list, fill out the phoneslip and click **send**. An E-mail message will be sent with the subject line **"PHONE SLIP"**.

The message is composed from the fields entered in the phone slip. When an addressee is selected, the **FOR** field is automatically filled in and the cursor is placed in the **M** (as in Mr/Ms/...) field which may then be filled in, after the M field is completed and Return or Tab is pressed, the cursor moves to the **OF** field, and then next to the **PHONE NO.** and finally to the **Message** field. Selecting the check boxes between the PHONE NO. and Message

fields causes a line to be added to the phone message corresponding to each box checked.

After the phone slip is filled out one of the three buttons on the left hand side may be clicked. **SEND** will send the message. **CANCEL** will clear the input fields of the phone slip and **PRINT** will cause an eps copy of the phone slip to be printed via the standard NeXT print panel.

A typical generated E-mail message might look like:

-----PHONE MESSAGE-----  
FROM: Mr.Jobs  
OF: NeXT, Inc.  
NUMBER: 555-5555  
  
TELEPHONED

WILL CALL AGAIN  
Just Kidding!

SIGNED: A. Receptionist  
-----PHONE MESSAGE-----

User preferences may be set via the preferences panel. This is reached by selecting **Info** from the main menu followed by **Preferences...** This will cause the following panel to be displayed:

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The **MESSAGE FOR** field should contain the full path name of a file containing the users phone slip addressee list. If this field is empty a default file titled "people" contained within the .app wrapper will be used. If no file is found an error message will be displayed. The format of the people file is as follows:

Person's Name (Keyword Options) <E-Mail Address>

Each line in the file represents one entry to be displayed in the list of addressees.

The person's name is a free text field.

Keyword Options are PRINT and ONLY. The presence of PRINT causes a copy of the phoneslip to be printed automatically. The presence of ONLY suppresses sending the E-mail message.

The actual E-mail address must be enclosed in <> brackets. This field is the only portion of the line which will be used in sending the phone slip and must be in a form acceptable to the user's local mail system.

The **Log Messages To** fields allow the user to specify that phone slips are to

be logged. Entering a valid E-mail address in the **Mailname:** field will cause a copy of each phoneslip to be sent to the designated address. Entering a valid path and filename in the **Filename:** field will cause the phone slips to be logged to a file.

The **Confirmation sound name** field allows the user to select a sound to be played when the phone slip has been dispatched.

The **Check box titles:** fields allow the user to customize the phone slip with personal preferences. These will show up both in the user interface and in the resultant phone slip message.

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\*(.signature.rtf by MailHelper\_1.3)