

PowWow™ for Microsoft Windows
User's Guide
Version 2.32

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Introduction

Welcome to PowWow!

PowWow is an unique personal communications program for the Internet. It provides two modes of operation: Personal Communicator mode, and Conferencing mode.

As a personal communicator it allows you to call your friends, chat with up to seven (7) people by keyboard or voice, draw together, show a picture of yourself, send and receive files, play MS-Windows .WAV format sound files, and browse the World-Wide Web together as a group. All you need to know to communicate with another PowWow user is his or her email address. PowWow will automatically connect with them, provided PowWow is running on their computer.

If you have a TCP/IP-based network you can set up your own *PowWow Server* to run PowWow inside of your LAN or WAN.

In conference mode, PowWow allows you to set your computer up as a conference server and up to fifty (50) people can connect with you. You may set yourself up as a temporary conference, or a permanent conference. You may choose to be the conference moderator or you can create a full-time non-moderated conference.

PowWow runs in personal communicator and conference modes at the same time. If you are hosting a conference or connected to one, you can still talk with other people running PowWow and use all the personal communicator functions.

PowWow comes with a file named **HISTORY.TXT** which contains late-breaking news and other information not covered in the *PowWow User's Guide*. Please check this file before continuing with this manual.

The file **README.1ST** gives step-by-step instructions on how to install PowWow for the first time or upgrade an existing installation.

A copy of the *PowWow Frequently-Asked Questions Guide* is also included. The document is a HTML document containing the answers to many common questions about PowWow. The name of this file is **PW-FAQ.HTM** and it can be viewed with any World-Wide Web browser.

The latest version of PowWow, along with technical support and information about Tribal Voice, may be found on the Tribal Voice World-Wide Web server at <http://www.tribal.com/powwow>.

About Tribal Voice

Tribal Voice is a collection of software engineers located as far from civilization as access to T-1 lines will permit. We are currently holed up in a small Rocky Mountain town on the slopes of Pikes Peak at an elevation of 8,500 feet (3,088 meters) above sea level. We have no plan and write software as it occurs to us: in stream-of-consciousness mode. The only guidance we get is from a young Navajo medicine man. He tells us when to fast and when to go to sweat lodge. That's the extent of it.

Overview

PowWow automatically connects with another person when their *PowWow Address* (email address) is entered. You do not need to know their IP address as PowWow handles this automatically, even if they have a dynamic IP address. When a connection is requested an alert appears on the person's screen telling them you would like to chat (provided PowWow is running on their computer).

In order to cruise (browse) the World-Wide Web with other people, use the White Pages, access PowWow links on World-Wide Web pages, and so forth, you must be using a compatible World-Wide Web browser.

In order to use the sound player and voice chat functions of PowWow, you will need a Microsoft Windows-compatible sound card with speakers and microphone.

System Requirements

PowWow requires a computer with Microsoft Windows 3.1 or later, Windows NT 3.51, or Windows 95 and a Windows Socket (WinSock) 1.1-compliant TCP/IP protocol stack installed.

A World-Wide Web browser is **not** required to use the chat and file transfer functions. See *Network Requirements*, below, for a listing of compatible World-Wide Web browsers.

PowWow does **not** require a sound card, but you will be unable to play sound files or voice chat unless you have a Microsoft Windows compatible sound card installed.

An i486DX/33 or faster computer and at least a 14,400 bps Internet connection is required for voice chatting. PowWow has not been tested with slower computers or Internet connections.

The following sound cards have been tested with PowWow:

- Acer AcerPower S20
- Advanced Gravis Ultrasound MAX
- Creative Labs Sound Blaster 16
- Creative Labs Sound Blaster AWE32
- Creative Labs Sound Blaster 32 PnP
- Creative Labs Sound Blaster AWE32 PnP
- Diamond Edge 3-D 3000
- IBM ThinkPad MWave 2.10
- Turtle Beach Systems Monte Carlo

However, any Microsoft Windows compatible sound card should work with PowWow

A SVGA (256-color or higher, 32,768 recommended) video display driver is required. PowWow will run on 16-color displays but will look really, really bad, so bad in fact, that we don't recommend it.

Network Requirements

PowWow works with any WinSock 1.1-compliant TCP/IP protocol stack. The following TCP/IP stacks have been tested with PowWow:

- America Online for Windows version 2.5 with Windows Sockets 1.1 for America Online
- CompuServe NetLauncher 1.0
- Microsoft Windows TCP/IP 3.11a and 3.11b
- Microsoft Windows 95 (release version)
- NetManage Chameleon 4.5 through 5.0

- NetManage Chameleon Sampler 4.11
- Softronics Softerm TCP/IP 4.0
- Trumpet WinSock 2.0b through 2.1f

However, any WinSock 1.1-compliant TCP/IP stack should work.

The following TCP/IP stacks do **not** work with PowWow:

- CyberSpace Development TIA
- InfoExpress Virtual TCP/IP
- MicroMind SlipKnot
- Netcom Netcruiser
- NetManage Chameleon Sampler 3.x
- Network TeleSystems, Inc. TCP Pro WinSock 1.22
- Novell LAN WorkPlace 4.x
- Shiva/PPP
- Trumpet WinSock 1.x

PowWow does **not** work with SLIP or PPP emulators such as CyberSpace Development's TIA, SLiRP, MicroMind's SlipKnot, TwinSock, InfoExpress' Virtual TCP/IP, and so forth. In order to receive chat requests, PowWow requires each computer to have a unique IP address (dynamic IP addresses are acceptable). When you use a SLIP or PPP emulator your computer is not assigned an IP address. Without a unique IP address other PowWow users have no way of reaching you. There is no way this can be changed.

If you are unsure if your WinSock is 1.1-compliant contact your Internet service provider. A listing of WinSock 1.1-compliant TCP/IP protocol stacks can be found at the Stardust Technologies WinSock Labs at <http://www.stardust.com> on the World-Wide Web.

The following web browsers have been tested with PowWow:

- Attachmate Emissary Version 2.0 beta 3
- Microsoft Internet Explorer for Windows 95 Version 4.40.308 through 4.40.516
- Netscape Navigator Version 1.1N through 2.02 for MS-Windows (16- and 32-bit versions)
- Softronics Softerm Browser for Windows Version 4.00.08

PowWow currently does not work with Microsoft Internet Explorer 2.0 for Windows 3.1 or Microsoft Internet Explorer 3.0beta1 for Windows 95/NT. Questions about Microsoft Internet Explorer should be directed to iexplore@microsoft.com.

A World-Wide Web browser is optional and only required for cruising the World-Wide Web as a group.


PowWow has also been tested with dial-up SLIP accounts at 9,600 bps to direct network connections using multiple T-1 lines. Naturally, faster connections will result in greater throughput from PowWow.

Style Conventions

The following typefaces are used throughout the documentation:

Times Roman	normal text	PowWow requires a Windows...
<i>Italicized Times Roman</i>	PowWow terms	Your <i>Local PowWow Address</i> can be...
Bold Times Roman	emphasized text	...copy all files except ...
BOLD U/C COURIER	file & directory names	Copy the CTL3D.DLL file to your \WINDOWS ...
Courier	text to type in	...entering PowWow for the Directory...
Bold Arial	buttons & dialogue boxes	Select OK when done.
<u>Bold Underline Arial</u>	links on HTML pages	...clicking on the <u>Add Me to the White Pages!</u> Link
<i>Italicized Arial</i>	messages from PowWow	While checking, the message " <i>Attempting to</i> ..."

Bold Arial text and the right-arrow character "⇒" is used to show selection of items from menus. For example, **File⇒Exit** means click on **File** from the main menu and then click on .

Square brackets, "[" and "]" are used to show sculpted buttons on the toolbar and windows. For example, pressing  [**connect**] means click on the button labeled **connect** on the main menu.



The stop sign graphic is used to warn you about changes to your system involving removing files from your system, security considerations, and so forth.



The warning icon is to make you aware of important information in the documentation.

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For permission to distribute PowWow with a magazine, book, or bundled with another product contact Tribal Voice.

You agree you will not attempt to reverse compile, modify, translate, or disassemble PowWow in whole or in part and that you will make reasonable efforts to prevent anyone from doing same.

You agree you will allow Tribal Voice to contact you for purposes of announcing new releases, bug-fixes, and other technical and business information.

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The *PowWow User Guide* makes reference to a number of copyrighted and trademarked products. Rather than point out each one individually, we'll just mention here that they are copyrighted and trademarked by their respective holders.

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Installation

The PowWow distribution archive contains the following program files necessary to run PowWow:

CTL3D.DLL	<i>Microsoft-provided 3-D Controls DLL</i>
FILE_ID.DIZ	<i>description file used by BBS software</i>
HISTORY.TXT	<i>list of changes in PowWow (ASCII text format)</i>
POWWOW.DOC	<i>PowWow User's Guide (MS-Word 6.0 format)</i>
POWWOW.EXE	<i>main program file for PowWow</i>
POWWOW.HLP	<i>help file for PowWow</i>
POWWOW.WRI	<i>PowWow User's Guide (MS-Write format)</i>
PW-FAQ.HTM	<i>PowWow Frequently-Asked Questions (HTML format)</i>
README.1ST	<i>instructions for installing PowWow (ASCII text format)</i>

Also included with PowWow are the following sound files:

APPLAUSE.WAV	<i>Applause & clapping .WAV file</i>
BOO.WAV	<i>"Boo" .WAV file</i>
BYE.WAV	<i>"Good-bye" .WAV file (male voice)</i>
BYE_F.WAV	<i>"Good-bye" .WAV file (female voice)</i>
CHATREQ.WAV	<i>"You have a chat request" .WAV file</i>
COOL.WAV	<i>"Cool" .WAV file (male voice)</i>
COOL_F.WAV	<i>"Cool" .WAV file (female voice)</i>
HI.WAV	<i>"Hi there" .WAV file (male voice)</i>
HI_F.WAV	<i>"Hi there" .WAV file (female voice)</i>
LAUGH.WAV	<i>laughter .WAV file</i>
LOON.WAV	<i>PowWow alert .WAV file (for events within PowWow)</i>
SIGH.WAV	<i>sigh .WAV file</i>
STILLTHR.WAV	<i>"Are you still there?" .WAV file</i>
VOC_BGN.WAV	<i>begin voice chat .WAV file</i>
VOC_BTN.MID	<i>voice chat button MIDI file</i>
VOC_END.WAV	<i>end voice chat .WAV file</i>

After unpacking the PowWow files, create a directory named **C:\POWWOW** on your hard disk and copy all files **except CTL3D.DLL** to the PowWow directory. Copy the **CTL3D.DLL** file to your **C:\WINDOWS\SYSTEM** directory. If you have any files named **CTL3D.DLL** elsewhere on your hard disk, you should remove or rename them.



PowWow comes with the latest **CTL3D.DLL** file from Microsoft, however, it is possible that you may have an older version or other copies of the file stored elsewhere on your hard disk. It is recommended that you remove these file(s) by erasing them or renaming them to another extension (for example, **CTL3D.OLD**) before using PowWow.

You may have other files in your **C:\WINDOWS\SYSTEM** directory named **CTL3D32.DLL** or **CTL3DV2.DLL**. These are not used by PowWow and should be left intact.

Windows 3.x and NT 3.x Users: Create a new program item for PowWow by going to the Windows Program Manager menu, selecting **File⇒New⇒Program Item**, and entering POWWOW for the Description, C:\POWWOW\POWWOW.EXE for the Command Line, and C:\POWWOW for the Working Directory.

Windows 95 Users: To add PowWow to your Task Bar's Start Menu, click the **right** mouse button on the **Start** button. From the **Start** menu, select **Open** to bring up the *Start Menu* folder. Click on **File⇒New⇒Shortcut** and enter C:\POWWOW\POWWOW.EXE for the Command Line (or use the **Browse** button to locate your PowWow) and enter C:\POWWOW for the Start in: field. When finished, click on **Next** and **Finish** when done.



In order for PowWow to play the **.WAV** sound files, (1) the **.WAV** files must be in the same directory as the **POWWOW.EXE** file, and (2) the Working Directory (or Start-in: directory under Windows 95) must be specified in order for PowWow to play the **.WAV** files.

Using PowWow

Starting PowWow

PowWow must be running so people can contact you. After your Internet connection has started run PowWow by double-clicking on the PowWow icon. When run, a dialogue box appears prompting you to enter to your *Local PowWow Address* and *Password* as *Registration Information* for PowWow.


Your *Local PowWow Address* can be up to 200 characters in length and your *Password* can be up to seven (7) characters in length using any combination of alphanumeric and punctuation characters that can be typed into the edit field and both are case-sensitive. This information is sent to the PowWow registry database at Tribal Voice and is used to verify your identity the next time you start PowWow.



We recommend that you select a unique password for PowWow only you will know and use. Do not use the same password as your Internet account.

You may also enter *Optional Information* such as your name or a “handle” (nickname) of up to 30 characters, the *URL* for your home page, a JPEG picture of yourself, and a personal profile for other people running PowWow to see.


The *Real Name/Handle* allows you to display your real name or a “handle” (nickname) of up to thirty (30) characters, using any combination of alphanumeric and punctuation characters. Your *Real Name* is displayed to other PowWow users on the menu bar above your chat window. If you do not enter a *Real Name* your *Local PowWow Address* will be displayed in its place.

Click on the **More...** button to enter your optional *Personal Profile* information. From here you can enter information such as your age, occupation, and a comment about yourself. Other people can view your *Personal Profile* by clicking on the  (information) mini-icon on your chat window’s title bar.




To toggle between viewing other people’s *Real Names* and *PowWow Address*’s click on the menu bar of their chat window.

The *Home Page* allows you to specify the *URL* of your personal World-Wide Web page for other people running PowWow to visit. Your *Home Page* can be any valid *URL*, up to 255 characters in length.

Other people can view your *Home Page* by clicking on the  (home) mini-icon on your chat window’s title bar.

The *JPEG Picture File* allows you to display a small (10 kb) JPEG picture file to other people running PowWow can view and save. Use the *JPEG Picture File* to display a photograph or drawing of yourself. Your picture can be any JPEG picture file up to 10,240 bytes (10 kb) in length. To specify a *JPEG Picture File* enter the filename into the field or use the **Browse** button to locate a picture.

Other people will be able to view your *JPEG Picture File* by clicking on the  (eye) mini-icon on your chat window’s title bar. Clicking on the mini-icon sends your picture to them and displays it in a separate *Picture Window*. You then have the option of saving or closing the image in the *Picture Window*. If you click on **Save** you are then prompted to save the JPEG picture file on your hard disk. If you click on **Cancel** the *Picture Window* closes. If you have their picture you will be asked if you want to display the picture you have saved, or transfer it to your computer.

Once you have finished entering your information select **OK** to save it. PowWow will place the create a file named **POWWOW.INI** and save it to your Windows start-up directory (typically **C:\WINDOWS** on most computers).



Your **C:\WINDOWS\POWWOW.INI** file contains important information such as your *Local PowWow Address* and password. Do not give copies of this file to anyone you do not wish to have this information.

Once PowWow has started the Main Screen appears and PowWow verifies your identity by checking the *Local PowWow Address* and *Password* you have entered against the PowWow registry database. While checking, the message “*Attempting to register with PowWow server. Waiting for response.*” is displayed at the bottom of the screen followed by “*Registration accepted by PowWow server.*” after a few seconds once registration is complete.





If you receive any other message, please refer to the **Troubleshooting** section of the PowWow User’s Guide for further assistance.

PowWow is now active and ready to connect with other people. You can minimize PowWow if you do not intend to use it immediately.

Once you have connected with someone running PowWow you can talk with them by typing in the top-most chat window. PowWow sends what you type keystroke-by-keystroke.


Changing your text’s color

PowWow allows you to change the foreground and background colors of the text you type. Click your left mouse button to change your text color and your right mouse button to change the text background

color on the  area. The  window shows the color of your current selection.

Personal Communicator Mode

Connecting to people with PowWow

To connect to other people using PowWow select **Connect⇒Connect** from the Main Menu or click on the  **[connect]** button and enter their *PowWow Address* or select it from the current list of addresses. You can also enter a *Subject* to be display with your chat request by clicking on the **Connect Options** and entering your subject there.

You may connect with up to six other people for a total of seven (7) connections, including yourself. All people running PowWow together will see what each other person types unless they are in private chat.



If the person you are contacting has a fixed IP address from a direct Internet connection such as a LAN or WAN connection you can page them using the *Direct Connect* option. You must enter their IP address or fully-qualified domain name when paging them. If the party you are connecting to has a dynamic IP address such as modem connection then attempting to use *Direct Connection* will result in errors.



If you are not sure the party you are connecting to has a fixed IP address leave the **Direct Connection** box disabled (unchecked) to allow the look-up function to work.

If the person is someone you will be contacting frequently you can add their *PowWow Address* to your *PowWow Book* by checking the **Add connection to PowWow Book** box and use the down-arrow gadget to select it in the future.


Disconnecting from people with PowWow

To disconnect from someone select **Connect⇒Disconnect** from the Main Menu or click the  **[hang up]** button on the toolbar. If you're chatting with more than one person you will be prompted from whom to disconnect. Selecting "*All*" disconnects you from everyone. To disconnect from a specific person, click the  (red X) mini-icon on their menu bar.




When you selectively disconnect from a person only your connection to them is severed. Anyone who is chatting with the severed party will continue to chat with both you and them.

Using Private Chat

To chat with someone privately, select **Connect⇒Private Chat** from the Main Menu. If you're chatting with more than one person you will be prompted for which person to chat privately. Or you can click the  (green P) mini-icon on their menu bar.

Connecting to a personal conference

If someone you are chatting with in Personal Communicator mode is also in a Conference, you can join the conference they are in by clicking the  (blue C) mini-icon on their menu bar.

Viewing the Connection Log



Each time someone contacts you PowWow saves the date, time, *PowWow Address*, Name, and Subject field into a log file named **POWWOW.LOG** in your PowWow directory. The log file can be checked to see if someone tried to contact you while you were away from your computer and PowWow was running.

You can view the log file by selecting **Connect⇒View Log** from the Main Menu. PowWow will then launch Microsoft NotePad to view the log file. If NotePad is not available the log file cannot be viewed from within PowWow. We recommend reviewing and purging the log on a monthly to weekly basis, depending upon your PowWow usage.

Adding Connections to the PowWow Book

You can add the *Remote PowWow Address*'s of the person you are chatting with to your PowWow book by selecting **Connect⇒Add Connections** from the Main Menu. If you are chatting with more than one person, you will be prompted to select which person(s) to add to your PowWow Book. Selecting "*All*" adds everyone you are chatting with.


Using the Answering Machine


If you are going away from your computer, you can have PowWow display a short message. To turn the *Answering Machine* on or off select **Connect⇒Answering Machine** from the Main Menu. A check mark in front of the **Answering Machine** setting means the answering machine is active. While the answering machine is on the "A" at the bottom of the PowWow window will turn green  (green "A") otherwise it will be grayed-out  (grayed-out "A"). PowWow saves the state of the *Answering Machine* so if it is turned *on* when you exit PowWow will start with the *Answering Machine* turned on.

You can change the *Answering Machine* message by selecting **Setup⇒Answering Machine** from the Main Menu. PowWow must be running for the *Answering Machine* to work.

Transferring Files

PowWow can send and receive files with other people to whom you are connected. To transfer files,

select **File⇒Send** from the Main Menu or click the  **[send]** button on the toolbar. Pick the file to send followed by the person to whom the file should be sent if you are chatting with more than one

person. Or, you can click the  (file transfer) mini-icon on the menu bar of the person you want to send a file.

A dialogue box will be displayed on the receiving party's screen giving the name of the sender, the file being sent, its size and a prompt to accept or refuse the file. Select **Yes** to receive the file or **No** to cancel and then press the **OK** button to continue. If a file with the same name exists, you will be asked if you wish to overwrite the existing file.

By default, files are sent to the same directory in which **POWWOW.EXE** is located. This can be changed by selecting **Setup⇒Files and Directories**, typing a new directory name into the **Download Directory** field, and clicking on the **OK** button.

While a file is being sent, the *PowWow File Transfer* window displays the sender or recipient's PowWow address, filename, file size, and amount transferred in bytes, percentage and a progress bar. To stop a file transfer in progress click on the **[CANCEL]** button. To minimize the window click on the **[HIDE]** button. PowWow will save the portion of the file that has been sent.

When transferring a file with a **.WAV** extension, the QuikInstall WAV Sound is automatically invoked at the end of the transfer. QuikInstall allows you to play **.WAV** sound files that have been sent to you and install them into QuikSound. Chatting can continue while a file is being sent, however, it may adversely affect the transfer speed on slower network connections.

Conference Mode

Conference mode allows up to fifty (50) people to talk together in a discussion group. Two types of conference mode are available: A moderated discussion group with a conference moderator and visitors and a non-moderated discussion group without a conference moderator. Personal Communicator mode and Conference mode are separate: Messages typed in one mode will not be displayed in another.

Selecting a Conference

To join or start a conference, click on the  **[conf]** button or select **Connect⇒Conference Mode** from the Main Menu. This will bring up the **Conference Start** window. From here you can join an existing conference or start your own conference.

To start your own conference, click on the radio button for **Install Your Own Server** and press the **OK** button. You will then be prompted to start a *Moderated* or *Non-Moderated* conference:

Joining an existing Conference

To connect to a conference server click the radio button for **Join Conference in Progress** and press the **OK** button. You will then be prompted to enter the *PowWow Address* of the *Conference Moderator* and click the **OK** button or press Enter to page them

Starting a Moderated Conference

To begin a moderated conference, click on the **Start a Moderated Conference** radio button and click on the **OK** button. The **PowWow Conference** window will open.

The *Moderated Conference* window consists of an *Input Window*, a *Moderator Window*, a *Visitors Window*, and a button bar.

The *Input Window* is the upper-right window. This is where text is entered. To type something, click inside the *Input Window* and begin typing. When you are finished press the Enter key or click on the **[SEND]** button. Your message will not be displayed until then. If you wish to cancel what you are typing, press the **[CLEAR]** button to erase the contents of the *Input Window*. To clear all windows, press the **Erase** button. If you are the *Moderator*, your text will go to the *Moderator Window*. If you are a *Visitor*, your text will go to the *Visitors Window*.

The *Conference Window* button bar has two buttons, **[USERS AND CONTROLS]** and **[RESET]**. Clicking on the former brings up the *Conference-Dialog Control* bar. Clicking on the latter restores all *Users AND Controls* settings.

The *Conference-Dialog Control* bar displays the conference *Visitor* list and buttons labeled **[SELECT]**, **[DROP]**, **[PRIVATE]**, **[POWWOW]**, **[?]**, and **[X]**:

You can specify which person(s) to view text from by single-clicking their name on the conference visitor list and then clicking the **[SELECT]** button. People who are not selected may continue to type but you will not see any text from them. You can select as many people as you like but must select each person one at a time. When a person is selected a “**S**” appears in front of their name in the conference visitor list. If you are the *Moderator* selecting a person will stop all other person(s) text from being seen except the selected person(s) and your text. To de-select someone, highlight their name and press the **[SELECT]** button again or press the **[RESET]** button on the *Conference Window*.

You can specify which people to omit by single-clicking their name on the conference visitor list and then clicking the **[DROP]** button. You can select as many people as you like but must drop each person one at a time. When a person is dropped a “**D**” appears in front of their name in the conference visitor list. If you are the *Moderator* dropping a person will prevent all other person(s) from seeing the dropped person’s text. To un-drop someone, highlight their name and press the **[DROP]** button again or press the **[RESET]** button on the *Conference Window*.

You can send a private message to someone by single-clicking on a person’s name in the conference visitor list and then clicking the **[PRIVATE]** button. A “**P**” appears in front of their name in the conference visitor list. You can send a private message to one person at a time. When a private message is sent, a **[P]** appears in the *Visitors Window* in front of your name.

You can request a fellow conference *Visitor* to join you in *Personal Communicator* mode by single-clicking their name from the conference visitor list and then clicking the **[POWWOW]** button. You can select up to six (6) people to join you in conference mode but must select each person one at a time.

For help with the *Conference-Dialog Control* bar click on the **[?]** button.

To close the *Conference-Dialog Control* bar click on the **[X]** button.


To restore all selected and dropped connections, click on the **[RESET]** button from the *Conference Window* button bar.

Double-click on a *Visitor*’s name to paste the first ten (10) characters into the *Input Window*.

Viewing the Moderator’s World-Wide Web Pages

The *Moderator* can control the World-Wide Web browsers of *Visitors* by clicking on the **Begin Display** button. All *Visitors* will then load their World-Wide Web browser (if it is not running) and go to any URL’s loaded by the *Moderator*’s World-Wide Web Browser. The *Moderator* can end the display by clicking on the **End Display** button.

To exit a conference you are a *Visitor* in, click on the **Close** button. If you are the *Moderator* clicking on the **Close** button will disconnect the particular person you have selected from the *User List*. To close

a conference you are moderating, click on the  **[hang up]** button.

Starting a Non-Moderated Conference

To begin a non-moderated conference, click on the **Start an Unmoderated Conference** radio button and click on the **OK** button. The **PowWow Conference** window will open.

The *Non-Moderated Conference* window consists of an *Input Window*, a *Visitors Window*, and a button bar.

The *Input Window* is the upper-right window. This is where text is entered. To type something, click inside the *Input Window* and begin typing. When you are finished press the Enter key or click on the **[SEND]** button. Your message will not be displayed until then. If you wish to cancel what you are typing, press the **[CLEAR]** button to erase the contents of the *Input Window*.

The *Conference Window* button bar has two buttons, **[USERS AND CONTROLS]** and **[RESET]**. Clicking on the former brings up the *Conference-Dialog Control* bar. Clicking on the latter restores all the *Conference-Dialog Control* settings.

The *Conference-Users AND Controls* bar displays the conference *Visitor* list and buttons labeled **[SELECT]**, **[DROP]**, **[PRIVATE]**, **[POWWOW]**, **[?]**, and **[X]**:

You can specify which person(s) to view text from by single-clicking their name on the conference visitor list and then clicking the **[SELECT]** button. People who are not selected may continue to type but you will not see any text from them. You can select as many people as you like but must select each person one at a time. When a person is selected a “**S**” appears in front of their name in the conference visitor list. To de-select someone, highlight their name and press the **[SELECT]** button again or press the **[RESET]** button on the *Conference Window*.

You can specify which people to omit by single-clicking their name on the conference visitor list and then clicking the **[DROP]** button. You can select as many people as you like but must drop each person one at a time. When a person is dropped a “**D**” appears in front of their name in the conference visitor list. To un-drop someone, highlight their name and press the **[DROP]** button again or press the **[RESET]** button on the *Conference Window*.

You can send a private message to someone by single-clicking on a person’s name in the conference visitor list and then clicking the **[PRIVATE]** button. A “**P**” appears in front of their name in the conference visitor list. You can send a private message to one person at a time. When a private message is sent, a **[P]** appears in the *Visitors Window* in front of your name.

You can request a fellow conference *Visitor* to join you in *Personal Communicator* mode by single-clicking their name from the conference visitor list and then clicking the **[POWWOW]** button. You can select up to six (6) people to join you in conference mode but must select each person one at a time.


For help with the *Conference-Dialog Control* bar click on the **[?]** button.

To close the *Conference-Dialog Control* bar click on the **[X]** button.

To restore all selected and dropped connections, click on the **[RESET]** button from the *Conference Window* button bar.

Double-click on a *Visitor*’s name to paste the first ten (10) characters into the *Input Window*.

To exit a conference you are a *Visitor* in, click on the **Close** button. If you are the server clicking on the **Close** button will disconnect the particular person you have selected from the *User List*. To close a

conference you are serving, click on the  **[hang up]** button.

Setup

The **Setup** menu is where PowWow's various options can be viewed or changed. From here you can review and change the different settings which control PowWow's behavior.

Local Info

The **Local Info** menu is where your own *PowWow Address* and *Password* are entered. To access the *Local Info* screen select **Setup⇒Local Info** from the Main Menu.

Your *Local PowWow Address* is the address used to identify you to other PowWow users and your *Password* is the key to it. *Local PowWow Address*'s take the form of **username@domain.org**.

We recommend that you use your own email address for your own *PowWow Address* and choose a unique *Password* of up to seven (7) characters so that you cannot be impersonated. Be sure to store a copy of your password in a safe place in case it is lost or forgotten. Your *PowWow Address* and *Password* are stored in the **POWWOW.INI** file on your computer system and in the PowWow registry database.



Your **C:\WINDOWS\POWWOW.INI** file contains important information such as your *Local PowWow Address* and password. Do not give copies of this file to anyone you do not wish to have this information.

When someone contacts you using PowWow, your *PowWow Address* is validated by the PowWow registry database unless they have selected a *Direct Connection*.

If you check the **Keep Password** box on the Local Configuration screen PowWow will save your password and you will not be prompted to enter it the next time PowWow is run.

Each time PowWow is run your *Local PowWow Address* is verified with the PowWow registry database.

Font

You can change your PowWow font by selecting **Setup⇒Font** from the Main Menu. Only non-proportional fonts can be used by PowWow.

PowWow Book

The **PowWow Book** functions as an address book. From here you can connect to, view, add, or remove *PowWow Addresses* of other people. To access the *PowWow Book Setup* screen select **Setup⇒PowWow Book** from the Main Menu.

The entries in the *PowWow Book* are sorted alphabetically by *Real Name* and then by *PowWow Address*.

To connect to someone in the *PowWow Book* highlight the *PowWow Address* or *Real Name* and click on **Connect**. You can specify a subject when paging them under **Connect Options**.

To add an entry to the *PowWow Book* type in the person's *PowWow Address* and *Real Name* and click on **Add**.

To remove an entry from the *PowWow Book* highlight the *PowWow Address* or *Real Name* and click on **Remove**.

The *PowWow Book* is kept in a file named **POWBOOK.DAT** in your PowWow directory. This file is stored in tab-delimited ASCII text format and can also be edited by using your favorite text editor or word processor.



Your **POWVOW.DAT** file contains all the *PowWow Addresses* you have saved. Do not delete this file unless you no longer require this information.

Runtime

Runtime is where you tell PowWow how to react to various responses from other people for chatting, transferring files, cruise requests and voice chats, control the size of the review buffers for the chat windows, and change options which affect your video display. To access the *Runtime Configuration* window select **Setup⇒Runtime** from the Main Menu.

The **Chat Request** option tells PowWow how to respond to chat requests from other people. Select “prompt” to receive a dialogue box when a chat is requested, or select “refuse” to automatically decline chat requests.

The **File Transfer Request** option tells PowWow how to respond to requests from other people to send you a file. Select “prompt” to receive a dialogue box when a file transmission is requested, or select “refuse” to automatically decline file transfer requests.

The **Cruise Request** option tells PowWow how to respond to requests from other people to join them in cruise the World-Wide Web together as a group. Select “prompt” to receive a dialogue box when a cruise request is issued, or select “refuse” to automatically decline file transfer requests.

The **Voice Request** option tells PowWow how to respond to requests from other people to join them in a voice chat. Select “prompt” to receive a dialogue box when a voice chat is requested, or select “refuse” to automatically decline voice chat requests.

You can set the size of the review buffer (in kilobytes) for the local and remote chat windows opened by PowWow. Two fields are displayed. The *Local* field controls the size of your chat window’s review buffer on your computer system. The *Remote* field controls the size of each remote windows’ review buffer on your computer system. To change the buffer size, highlight the old value, and enter a new value for the buffer size.



The *Remote* buffer size is for **each** remote chat window opened, not the total for all remote chat windows. If you set the *Remote* buffer size to 8 Kb and you are chatting with four people then 32 Kb of memory will be used for the *Remote* buffer.

The **Use Remote Colors** option allows you to see the colors selected by other people running PowWow. By default it is turned on. To turn off *Remote Colors* deselect (un-check) the **Use Remote Colors** checkbox and PowWow will instead use your Windows system colors.

The **[Video...]** button brings up the **Video Setup** window. From here you can turn off the features PowWow uses to speed up the video display under Windows 3.1. If you get error messages about your video drivers when using the Whiteboard or connecting other users then disable the advanced graphics features by selecting **Disable Advanced Graphics** and clicking on **Okay**. By default, advanced graphics features are enabled.

Files and Directories

From the **Files and Directories** menu you can specify the default download directory for files, the Microsoft **.WAV** sound file to play when a connection is requested, and the directory in which to store the

PowWow Book. To access the *Files and Directories* screen select **Setup⇒Runtime** from the Main Menu.

The *Download Directory* specifies the directory to store files in that have been sent by other PowWow users. If a subdirectory is specified as the *Download Directory* a trailing slash at the end of the path name is unnecessary. If no directory is specified, PowWow will default to the directory it was run from as the download directory.

The *Alert Wave File* is played whenever a request is received by PowWow for a chat, file, cruise, or voice chat. By default, PowWow plays the included **LOON.WAV** sound file. If no sound file is specified or the computer system cannot play Microsoft **.WAV** sound files PowWow will play the system beep instead. To specify a different **.WAV** file enter its complete path and filename or use the **Browse** button to select one.

The *PowWow Book/Call Blocking Directory* specifies the directory from which to load and save the *PowWow Book*. If no directory is specified, PowWow will store the *PowWow Book* in the same directory as the PowWow program.

Voice Settings

From the **Voice Settings** menu you can specify the resolution (or bandwidth) used for your voice chat sound. Two settings are available: *Low-Resolution* and *High-Resolution*. *High-Resolution* is the default setting and is recommended for all connections. If you experience problems with sound quality (chopping, popping noises, or sound loss) try switching to *Low-Resolution*.

Both people do not need to have the same resolution. One person can be using *High-Resolution* and the other person can be using *Low-Resolution*. You can switch voice resolution while you are chatting.

Answering Machine

From the **Answering Machine** menu you can view and edit the message displayed by PowWow when you are away from your computer. The message can be up to 255 characters in length. To turn the *Answering Machine* on and off select **Connect⇒Answering Machine** from the Main Menu.

Tribal Association

From the **Tribal Association** menu you can enter the *URL* of an additional Tribe (PowWow White Pages) server with which to register. You can register with any World-Wide Web server running the Tribe software. This may be a server for an Internet service provider, educational institution, business, or other organization.



Registering with other Tribe servers will work *only* if you have *first* gone to one and added yourself to their White Pages database.

A list of Tribe servers is available from <http://www.tribal.com/tribe/tribes.htm> on the Tribal Voice World-Wide Web server.

Sound Options

From the **Sound Options** menu you can tell PowWow whether or not to play Microsoft **.WAV** sound files from yourself or other users and select a male voice or female voice to be played in other people's PowWow when you send sounds to them.

Browser Selection

From the **Browser Selection** menu you can tell PowWow which World-Wide Web browser to use when cruising with PowWow. Enter the complete path to speed up launching of the World-Wide Web browser. You can use the **Browse** button to search your hard disk for your World-Wide Web browser.



If you are running PowWow under Windows 95 or Windows NT you must use the Windows 3.x format for the directory name, *e.g.*, if Netscape Navigator was stored as **C:\Program Files\Netscape\Navigator\Program\Netscape.EXE** on your hard disk then you would have to enter **C:\PROGRA~1\NETSCAPE\NAVIGA~1\PROGRAM\NETSCAPE.EXE** under **Browser Selection** for the path and filename. If you were using Microsoft Internet Explorer and your path was **C:\Program Files\Plus!\Microsoft\Iexplore.exe** then you would have to enter **C:\PROGRA~1\PLUS!\MICROS~1\IEXPLORE.EXE** for the path and filename.

For a listing of compatible World-Wide Web browsers refer to the *System Requirements* section.

Conference Options

From the **Conference Options** menu you can tell PowWow to automatically accept connections to a conference you are moderating and whether or not to follow World-Wide web links sent by the *Moderator* of a *Moderated Conference*. If you are running a conference you may also specify a *Welcome Message* of up to 254 characters in length which will automatically be displayed to people who join your conference.

The **Use Colors in Conference** option allows you to see the colors selected by other people running PowWow. By default it is turned on. To turn off *Remote Colors* deselect (un-check) the **Use Coloras in Conference** checkbox and PowWow will instead use your Windows system colors.

Call Blocking Book

Selecting **Call Blocking Book** from the menu brings up the *PowWow Call Blocking Book* window. *Call Blocking* allows you to automatically refuse chat requests from other people. To use *Call Blocking*, enter the *PowWow Address* of the person you wish to automatically refuse chat requests from and click on the **Add** button. To remove someone from your *Call Blocking Book*, highlight their name in the list box and click on the **Remove** button.

The *Call Blocking Book* stores the *PowWow Addresses* in a file named **POWBLOCK.DAT** in your PowWow directory. This file is stored in plain ASCII format and can also be edited by using your favorite text editor or word processor.



Your **POWBLOCK.DAT** file contains all the *PowWow Addresses* of people for whom you have turned on *Call Blocking*. Do not delete this file unless it is no longer required.

PULS Server

The *PULS Server* option allows you to register with another PowWow Server *in addition to* the Tribal Voice PowWow Server. When Powwow registers with your Local Server it sends your *Profile Information* in addition to your PowWow Address. *Profile Information* is not currently sent to the Tribal Voice PowWow Server.

To add a *Local Server* select **PULS Server** from the menu to bring up the *PULS Server Configuration* window. Enter the IP address or the fully-qualified domain name of the PowWow User Local Server.

After you have successfully registered with your *PULS Server* your copy of PowWow will first query it for address requests before contacting the Tribal Voice PowWow Server.



The *PULS Server* option is intended for using PowWow over a private network, such as a company's WAN or internal intranet. Leave this field empty unless your network administrator tells you to fill it in with a *PULS Server* address.

For more information about using PULS Servers refer to the manual included with your *PowWow User Local Server* software.

Save Settings

Selecting **Save Settings** saves all the information entered from the **Setup** menu.

Save Windows Info

Selecting **Save Windows Info** saves the size and location of the PowWow Personal Communicator and Conference windows.


Utilities

From the **Utilities** menu you can start (launch) and stop cruises, visit to the PowWow White Pages directory to find people to chat with, request a voice chat and start recording your message, or select Microsoft **.WAV** sound files to play.

Cruising the World-Wide Web

PowWow allows you and the people you are chatting with to cruise the World-Wide Web together. To do so, one of the people you are chatting with must request a cruise. This person becomes the *Leader* of the web cruising session. Any location (URL) the *Leader* goes to is sent to everyone else's web browser after it finishes loading on the *Leader's* web browser. This allows one person to lead several people through the World-Wide Web together.


To cruise the web together, someone must select **Utilities⇒Launch Cruise** from the Main Menu or

press the  **[cruise]** button. A dialogue box is displayed on everyone else's screen asking if they want to cruise the Internet with whomever requested the cruise. Select **Yes** to cruise or **No** to refuse, and then press the **OK** button to continue.



If you or any other party has elected to refuse requests by selecting "refuse" from **Setup⇒Runtime⇒Cruise Requests** the request will automatically be declined. However, all others who answered yes to the cruise request will browse the World-Wide Web together.

If you accepted the cruise, PowWow will launch the web-browser if it is not running and establish a link with it. You will now follow the *Leader's* web-browser until you select **Utilities⇒Stop Cruising** from

the Main Menu or press the  **[cruise]** button. If cruising is halted PowWow's connection to the web browser will be stopped but the web browser will remain running on the computer system.




While anyone running PowWow can change the location of their web browser only changes made from the *Leader's* computer system are sent to other PowWow users.

To start the web browser as fast as possible specify its complete path and filename by selecting **Setup⇒Browser Selection** from the Main Menu and selecting your World-Wide Web Browser in the typing it into the **Browser Selection** requester box, and clicking on the **OK** button when finished..

Finding Other PowWow Users via the White Pages

From the Tribal Voice World-Wide Web server's PowWow White Pages, you can find other people running PowWow based on their name, geographic location, interests, or list the last 10, 25, or 50 people who have run PowWow.

To access the White Pages, select **Utilities⇒White Pages** from the Main Menu or press the  **[white pages]** button. PowWow will then start your web browser (if it is not running) and take you to the White Pages. You can also reach the White Pages by pointing any forms-compatible web browser to the URL:

`http://www.tribal.com/wpsearch.htm`

and performing your search for other people running PowWow. You can only search for people who have added themselves to the White Pages. If you do not have a listing in the White Pages you can make one by clicking on the **Add Me to the White Pages!** link or going directly to the URL:

`http://www.tribal.com/wpadd.htm`

and entering your information there. The White Pages database will be updated five (5) to ten (10) minutes after you have submitted your entry.



Using Voice Chat to Talk with Other PowWow Users

PowWow allows you to talk with another person using your computer's microphone and speakers instead of a telephone. Only two people can simultaneously chat with each other .

For best results, make sure your sound card is Microsoft Windows compatible and you are using a good-quality microphone in a stand or stationary location about 12 inches (30cm) from your mouth. Also, make sure you are using the latest drivers for your sound card. Refer to your sound card or computer vendor's literature for determining which sound card and drivers you have and how to upgrade them.



Test your microphone before running PowWow to ensure it is working correctly. You can do this by running Microsoft Sound Recorder program in your Accessories folder to record yourself talking and then playing it back. If no sound is played back or it is not loud enough, use the audio mixer utility from your sound card to adjust the recording input level of your microphone.

To request a voice chat, select **Utilities⇒Voice Chat** from the Main Menu, or press the  **[voice]** button on the tool bar. If more than one person is present, you will be asked to pick the person to chat with. Or, you can click the  (telephone handset) mini-icon on the menu bar of the person to whom you wish to chat.

When a *Voice Chat* is requested, a dialogue box will appear on the other person's screen asking if they wish to *Voice Chat* with you. Select **Yes** to cruise or **No** to refuse, and then press the **OK** button to continue. A *Voice Connection* window will now appear on both computers with buttons labeled **[SPEAK]**, **[VOLUME]**, **[LAST]**, **[QUALITY]**, and **[END]**. At the top of *Voice Connection* window are three indicator lights labeled **Receiving**, **Idle**, and **Sending**.

To talk, click on the **[SPEAK]** button and talk into your microphone. The **Sending** indicator will light up and PowWow sends your speech to the other person. When you are finished, click on the **[SPEAK]** button again and the icon will darken and PowWow will stop sending.

While someone is talking, the **Receiving** indicator will light up.

To change the volume of incoming sound, click on the **[VOLUME]** button and to bring up the *Adjust Sound Volume* window. Use the slider bar to adjust the **WAV** volume and click on **Cancel** to ignore the changes or **OK** to save them.

To repeat the last ten (10) seconds (approximately) of what someone said to you click on the **[LAST]** button. PowWow will then replay the last ten seconds of their conversation.

To toggle between *Low-Resolution* and *High-Resolution* voice settings, click on the **[QUALITY]** button. The *Voice Configuration* window will pop up. See the *Voice Configuration* section for further details.

When you are finished talking,, click on the **[END]** button to close the voice chat session.



Playing of Microsoft **.wav** sound files is automatically disabled while voice chats are in progress.

Clearing your Chat Window



You can clear your chat window by clicking on the **[clear]** button or pressing the **Escape** key. This clears your chat window on your and everyone else's computer.

Playing Microsoft .wav sound files with Other PowWow Users

PowWow can play Microsoft **.wav** sound files on the computers of people who are chatting together. Unlike chat, file transfer, cruise, or voice chat requests, there are no prompts for playing sound files. When a sound file is played on one computer the command to play the sound is sent to the other computers as well.

To prevent sounds from being played select **Setup⇒Sound Options** from the Main Menu and uncheck the **Play Sounds** box from the dialogue box.



To play a sound, select **Utilities⇒Sounds** from the Main Menu or press the **[sound]** button on the button bar. The *PowWow QuikSound* slider bar will appear. Click on the **[START]** button with your left mouse button and hold it down. It will now change into a **[PLAY]** button. Move your mouse up and down to select the sound you wish to play and release the button. To skip playing a sound file, move the mouse to the **[CANCEL]** button and release the button. You may also use the cursor and Enter keys to select a sound.

To send (not play) a sound file, click the *left* mouse button on the *Sound Description* and select **[Transfer]**. You will then pick the person to whom the file should be sent.

To change a sound's *Description*, click the *left* mouse button on the *Sound Description* and select **[Rename]**. You can then type in the new *Sound Description* for the sound.

To remove a sound, click the *left* mouse button on the *Sound Description* and select **[Remove]**. You will then be asked if you wish to remove the sound. Selecting **Yes** will remove the sound from *QuikSound*. The **.wav** file will, however, remain on your hard disk.

To close *QuikSound* click on the **[EXIT]** button or press the **Escape** to close the *PowWow QuikSound* slider bar.



The actual **.wav** files are **not** sent when sounds are played, only the command to play them. If someone does not have a **.wav** file in their PowWow directory or environmental path they will only hear a system beep, not the **.wav** file.

PowWow allows you to use a male or female voice for your Bye, Cool, and Hello **.wav** files when you chat with other people. You can pick a voice by selecting **Setup⇒Sound Options** and checking the **Male** or **Female** radio buttons.

Adding Sounds to PowWow

To add sounds to PowWow, select **Utilities⇒Sound Add** from the Main Menu. You will then be prompted to enter the *Sound I.D.* and *Sound Path and Filename* for sound to add to PowWow.

The *Sound I.D.* is the description of the sound that appears within PowWow. The *Sound I.D.* can be up to twenty (20) characters long and contain any mixture of alphanumeric characters, punctuation marks, and spaces.

The *Sound Path and Filename* tells PowWow the name of the **.wav** file and where it is located on your computer system. Use the **Browse** button to select a file. If no path is specified with the filename PowWow will search the PowWow directory and then the environment path for the **.wav** file to be played.




Any sound files you add must first be sent to other people using PowWow's file transfer option (or other file transfer protocol), given the same file name as on your computer, and be in the PowWow directory or environment path before they can be heard by anyone other than yourself.

Removing Sounds from PowWow

To remove sounds from PowWow click the *left* mouse button on the sound and select **[Remove]** or edit the **[SOUNDS]** section of your **C:\WINDOWS\POWWOW.INI** file. Remove the entries you no longer wish to hear, save the file, and restart PowWow for the changes to take effect.

Using Whiteboard to draw with Other PowWow Users

PowWow allows you to draw by yourself or with other people you are chatting with in Personal

Communicator Mode. To begin drawing click on the  **[draw]** button or select **Utilities⇒Draw** from the main menu. Once you have joined or started your Whiteboard session the *PowWow - Whiteboard* window will appear.

Each side of the *PowWow - Whiteboard* window has tools on it:

- The left side contains the Drawing, Text, and Color Tools
- The bottom side shows the options for the Drawing, Text, and Color tools
- The right side contains the Image Options
- The top side contains the Whiteboard Image Options.
- At each corner is a gadget with diagonal lines. Click and drag on this gadget to resize the *PowWow - Whiteboard* window.

Between the drawing window and the bottom set of tools is a **Help Bar**. The **Help Bar** describes each tool in PowWow as you move the cursor over it.

Drawing, Text, and Color Tool Options

The left side contains the Drawing, Text, and Color tools. The bottom line of tools contains the options for each tool. They are, from top to bottom, Pencil, Line, Brush, Square, Oval, Text, and Color. To use the first color selection perform all mouse clicks with the **left** mouse button. To use the second color selection perform all mouse clicks with the **right** mouse button.



Pencil

The **Pencil** tool is a free form drawing tool. To draw with the Pencil click and hold down the mouse button. You can change the width of the pencil by clicking on the **Pencil Options** at the bottom of the *Whiteboard* window.



Line

The **Line** tool is a point-to-point drawing tool. To draw a line move the cursor to where you wish to start the line, click and hold down the mouse button, move the cursor to where you wish the line to end and let go of the mouse button. You can change the width of the line by clicking on the **Line Options** at the bottom of the *Whiteboard* window. You can also draw a constant stream of lines from the starting point by turning Trails on and off via the **Trails** [Trails] button



Brush

The **Brush** tool allows you to draw a constant stream of brush shapes. To draw brush shapes click the mouse button. You can create trails by holding down the mouse button. To pick a brush click on the desired shape from the **Brush Options** at the bottom of the *Whiteboard* window.



Rectangle

The **Rectangle** tool allows you to draw rectangular and square shapes. To make a rectangular shape move the cursor to where you wish to start the shape, click and hold down the mouse button, move the cursor to where you wish the shape to end and let go of the mouse button. You can change the width of the frame around the shape by clicking on the **Shape Options** at the bottom of the *Whiteboard* window. To fill rectangles with the opposite color of what you are currently using click on the **Fill** [Fill] button. You can also draw a constant stream of rectangles from the starting point by turning Trails on and off via the **Trails** [Trails] button.



Ellipse

The **Ellipse** tool allows you to draw oval and circular shapes. To make an elliptical shape move the cursor to where you wish to start the shape, click and hold down the mouse button, move the cursor to where you wish the shape to end and let go of the mouse button. You can change the width of the frame around the shape by clicking on the **Shape Options** at the bottom of the *Whiteboard* window. To fill ellipses with the opposite color of what you are currently using click on the **Fill** [Fill] button. You can also draw a constant stream of ellipses from the starting point by turning Trails on and off via the **Trails** [Trails] button.



Text

The **Text** tool allows you to add text or characters. To insert text, select the font, size, and style of text you wish to insert, click the mouse button within the *Whiteboard* window, and begin typing. The **Delete** key erases any text you have typed on that line. The **Enter** key inserts a new line below what you have typed. It is not possible to change text after you have pressed the **Enter** key.



If you select the **Wingdings** symbol font you will have the option of displaying a character map by selecting **Show Key**. This launches the MS-Windows **CHARMAP . EXE** program.

Image Options

The right side of the PowWow window contains the image options for the Whiteboard.



User List

The **User List** tool shows you a list of people using the current Whiteboard.



Copy

The **Copy** tool copies the current Whiteboard image to your Clipboard. You can then paste the image into another paint program for further editing, to save it, and so forth.



Undo/Redo

The **Undo/Redo** tool allows you to remove the last item you added to the Whiteboard. If you have removed an item clicking on the button a second time will add it back. The undo will not remove your last item if more than 15 items have been drawn since then by other Whiteboard users.



Clear

The **Clear** tool clears the contents of the Whiteboard. When you click on the **Clear** tool you will be asked if you wish to clear the Whiteboard. If you check *Don't warn me before clearing* you will not be prompted again to clear the Whiteboard in this session. If you click and hold down the mouse button on the **Clear** tool you will see a menu to allow you to turn *warn-before-clearing* back on and clear using the current set of colors.

Whiteboard Window Options

The top of the PowWow window contains the window options for the Whiteboard. Click on the **[?]** button for help with an item, click on the **[_]** button to minimize the Whiteboard, and click **[X]** button to close the Whiteboard.

Window

Window is where PowWow's the behavior of PowWow's windows is set. Selecting **Always on Top** forces PowWow to remain on top of all other windows on your desktop. By default this option is *off*. PowWow saves this setting when exited so if you have **Always on Top** turned *on* when you exit PowWow will start with **Always on Top** turned *on*.

Troubleshooting

In addition to the information provided in this section a PowWow Frequently-Asked Questions (and answers) list. This file is named **PW-FAQ.HTM** and can be viewed by opening the file with your World-Wide Web browser.

Windows 95 problems

Windows 95 behaves sluggishly or erratically after running PowWow for several hours

If Windows 95 behaves poorly after running PowWow for extended periods of time you should install the Windows 95 Kernel32 Update which fixes a memory problem with Windows Sockets. You can download the patch from <http://www.microsoft.com/windows/software/krnlupd.htm> on the World-Wide Web.

Connection problems

PowWow does not start or displays "Cannot find WINSOCK.DLL" when run

If PowWow does not start when run than your TCP/IP protocol stack (WinSock) may not be loaded. Verify that your WinSock is working by running another Internet application, such as a web browser, telnet or email application.

If you access the Internet through an online service such as America Online, CompuServe, or Prodigy you may need to download a WinSock from the service before running PowWow.

PowWow does not start or displays "One of the library files needed to run this program is damaged. To repair the damage, reinstall the program" when run

The **CTL3D.DLL** file which comes with PowWow has not been installed. Remove (erase or rename) any other **CTL3D.DLL** files from your hard disk and copy the **CTL3D.DLL** file that comes with PowWow to your **C:\WINDOWS\SYSTEM** directory. Refer to the *Installation* section below for further assistance.

If you have installed the **CTL3D.DLL** file and the problem still occurs your **WINSOCK.DLL** file may be corrupt and should be re-installed.

PowWow says "Registration declined by PowWow server. Password invalid." when run

PowWow displays this message if you enter a different password than the one you used the first time you ran PowWow. Remember, PowWow passwords can be up to seven (7) characters long, use any mixture of alphanumeric characters, and are case-sensitive. Point your World-Wide Web browser to <http://www.tribal.com/password.htm> or send email to password@tribal.com for assistance with your password.

PowWow says "Cannot create command socket, Error 10024: Too many open files." when run or shortly after starting

PowWow displays this message when run with an older (non-WinSock 1.1-compliant) WinSock. To fix, upgrade your WinSock to the latest version available. If you are unsure of how to identify and upgrade your WinSock contact your Internet service provider's technical support department for assistance.

PowWow says "Cannot create command socket, Error 10047: Address family not supported by protocol family." when run or shortly after starting

PowWow displays this message when run with an older (non-WinSock 1.1-compliant) WinSock. To fix, upgrade your WinSock to the latest version available. If you are unsure of how to identify and upgrade your WinSock contact your Internet service provider's technical support department for assistance.

PowWow says “Cannot create command socket, Error 10048: Already in use.” when run

PowWow may display this message if re-run after it was abruptly terminated. To fix, close your Internet connection by disconnecting from your Internet service provider if you use a modem for your Internet connection or restarting Windows if you have use a network card for your Internet connection.

PowWow says “Cannot get response from lookup server, Error 10051: ICMP network unreachable” when run

PowWow may display this message when run from behind a firewall, proxy server, or other network security device. Refer to the *Using PowWow from behind a firewall, proxy server, or other network security device* section below for further assistance.

PowWow says “Cannot talk to remote host user@domain.org, Error 10054: Connection reset by peer” when run

PowWow displays this message when the person you are chatting with abruptly exits PowWow due to a problem at their end, e.g., they have lost their Internet connection, had a computer crash or lockup, are attempting to run PowWow with a non-WinSock 1.1-compliant TCP/IP protocol stack, and so forth. Try sending the other party email or wait for them to re-establish their Internet connection and contact you to determine what happened.

PowWow says “Cannot send data to remote host, Error 10055: No buffer space is supported” when run or shortly after starting

PowWow displays this message when run with an older (non-WinSock 1.1-compliant) WinSock. To fix, upgrade your WinSock to the latest version available. If you are unsure of how to identify and upgrade your WinSock contact your Internet service provider’s technical support department for assistance.

PowWow says “Cannot talk to remote host domain.org, Error 10060: Connection timed out.” when requesting a chat with another person

PowWow displays this message when it cannot reach the other computer. Reasons for this include:

- The ‘Direct Connect’ option in PowWow may be checked. Direct Connect should only be used when contacting someone with direct network connection such as from a LAN or WAN connection. To fix, turn off ‘Direct Connect’ and try paging them again.
- The party you are trying to reach is no longer running PowWow on their computer. Try sending them email with the date and time you tried to page them so you can find out if they were running PowWow.
- The network connection may be very slow. See the section *Connection Times Out*, below, for troubleshooting instructions.

PowWow says “Cannot get response from registration server, Error 10061” when run

PowWow displays this message when it cannot contact the PowWow registration server.

- If you have never run PowWow before and receive this message you may be behind a firewall or other network security device. See the Section *Using PowWow from behind a firewall* below for further assistance.
- If you have been running PowWow successfully and receive this message then the network connection between your computer and ours may not be working. Try running a **tracert** command to **tribal.com** to see if you can reach our computers. If you are unsure of how to do this contact your Internet service provider’s technical support for further assistance.

Another possibility is that the PowWow registration server is off-line for maintenance.

PowWow says “Cannot talk to remote host domain.org, error 10065: Host is unreachable.” when run

PowWow displays this message when your TCP/IP protocol stack (**WINSOCK.DLL**) cannot determine the route to the other computer over the Internet. If you have 'Direct Connect' checked when you page them try turning it off and paging them again.

If you have still having problems contact your Internet service provider (ISP) and ask them to verify the routing between your computers.

PowWow says “Cannot locate local registration host. error 11004: No data record available.” when run

PowWow displays this message when you enter an invalid address for the *PowWow Local User Server* under **Setup⇒Runtime⇒PULS Server**. To correct this, erase the address entry under *PULS Server* and contact your network administrator for the correct address to use.

PowWow says “Cannot create command socket, error 20050 Unknown” when run

PowWow displays this message when run with an older (non-WinSock 1.1-compliant) WinSock. To fix, upgrade your WinSock to the latest version available. If you are unsure of how to identify and upgrade your WinSock contact your Internet service provider's technical support department for assistance.

PowWow says “* - Lookup request failed.” when contacting someone

PowWow displays this when you enter an invalid *PowWow Address*. Double-check what you have entered for misspellings and common typing errors, such as the number “1” and letter “l” and number “0” and letter “O.” If you are sure the *PowWow Address* is correct send email to the party you are trying to page and ask them to verify their *PowWow Address*.

Connection times out

By default, PowWow attempts to contact other PowWow users for forty-five (45) seconds before timing out and returning the error message “*Timeout waiting for connection to remote host...*”. If your network connection is very slow, this may not be enough time to connect with other PowWow users. You can increase the number of seconds allowed for a connection by editing your **POWWOW.INI** file and adding the line:

TIMEOUT={insert number of seconds here}

under the [**PowWow**] section. You can insert any value between 1 and 65535 for the number of seconds to allow a connection.

I can connect to other people running PowWow but they cannot contact to me

Here are the most common reasons for people being unable to connect to you:

- Either party may not be running a WinSock 1.1-compliant TCP/IP stack. A list of TCP/IP stacks known to work with PowWow is available in the **Overview** section of the PowWow Users' Guide. It is possible to use a WinSock 1.1-compliant stack and not get a connection because one or both parties is using a SLIP or PPP emulator such as SlipKnot, SLiRP, TIA, TwinSock, or Virtual TCP/IP on their Internet service provider's (ISP's) computers. If you are not sure if your ISP uses SLIP/PPP emulation software ask them.
- Either party may be behind a firewall, proxy server, or other network gateway or security device. To use PowWow from behind a firewall, see the Section *Using PowWow from behind a firewall* below.

- Either party's computer may not have been assigned an IP address. In order to use receive requests for chat, file transfers, and web-cruises, your computer must have a unique IP address. It does not matter if the IP address is fixed or dynamic as long as it is a valid IP address.

To check your IP address, select **Help⇒About PowWow** and check the **Local IP Address** field. If you see *???.???.???.???* or *nnn.0.0.0* (where *nnn* is a number from 1-255) then your TCP/IP stack may not be setup correctly or you may be using a SLIP or PPP emulator. Check with your Internet service provider for questions about your configuration.

- The **Direct Connect** field may be checked. Direct connections allow PowWow to bypass the IP lookup done to locate the IP address of the person you are trying to contact. This should only be turned on when the person you are contacting has a fixed IP address. If the person you are trying to reach has a dynamic IP address then most likely the connection will fail.
- The *Remote PowWow Address* was entered incorrectly. Check the I.D. to verify it is spelled correctly. It is very easy to confuse a zero "0" with an upper-case letter "O", the number "1" with a lower-case letter "l" and so forth.
- You may have incorrectly entered your password. You will not be able to receive chat requests if you have incorrectly entered your password. See *Connection Problems*, above, for troubleshooting information.

Using PowWow behind a firewall, proxy server, or other network security device

If your network is separated from the Internet by a firewall or packet-filtering device PowWow may not correctly work. To allow PowWow to work contact your network security administrator and verify that TCP and UDP ports 13223 are configured for bi-directional access on the firewall or other packet-filtering device.

PowWow cannot be run from behind a proxy server or gateway which functions as a proxy server.

PowWow Book (Address Book) Problems

PowWow does not save addresses

If PowWow does not save addresses the path to the PowWow Book may not be correctly specified. To fix this, look under **Setup⇒Files And Directories⇒Powwow Book Directory** and verify this points to **C:\POWWOW** or wherever PowWow is installed on your computer.

World-Wide Web Browser Problems

PowWow cannot find the World-Wide Web Browser

PowWow will display an error message when it cannot find the World-Wide Web Browser. To fix this, specify the complete path and file name to the World-Wide Web browser under **Setup⇒Browser Selection** from the Main Menu.

PowWow cannot connect with the World-Wide Web browser

PowWow displays the message "*unable to establish connection with browser, cruise canceled*" when attempting to access the White Pages or participate in a cruise if an incompatible or obsolete World-Wide Web browser is installed. See the Section *System Requirements* above for a list of compatible World-Wide Web Browsers.

The WWW browser displays a “The requested URL is invalid. HTTP status code: 404” or “Unable to open powwow:user@domain.com. The required Internet protocol is not installed, or the address may be invalid.” message when accessing a PowWow link

Your WWW browser displays this message if a connection has not been established with PowWow. To fix this start PowWow on your computer if it is not running and reload the page in your WWW browser. If the problem still occurs make sure the complete path and file name to the World-Wide Web browser under **Setup⇒Browser Selection** from the Main Menu.

Compatibility with cgi-bin programs

PowWow will not allow users to cruise through a cgi-bin program if the URL is not updated by the program. Some cgi-bin programs do not update the URL when accessed.

File Transfer Problems

The three most common reasons for file transfer problems are as follows:

- The file already exists on the computer receiving the file.
- There is not enough disk space on the computer system receiving the file.
- The wrong download directory is specified under PowWow’s settings.

If a file exists with the same name at the destination it must be erased, moved, or renamed before the download can be done.

If there is not enough disk space at the destination, change the default download directory by going to **Setup⇒Files and Directories⇒Download Directory** and specifying another drive with more space on it.

If an invalid download directory is specified change the default download directory by going to **Setup⇒Files and Directories⇒Download Directory** and specifying the correct path.

Audio Problems

No sounds are played at all

Use the following steps to verify your computer can play Microsoft **.WAV** files:

- Close all other programs.
- Run a Windows application you know plays sounds.
- Adjust the volume level knob on your speakers while running a sound-playing application.
- Adjust the **.WAV** or Speaker volume settings on your sound card’s mixer applet while running a sound-playing application.
- Close any other programs (mixer applications, screen savers, and so forth) that may be trying to access your sound card.

The default .WAV file and system beep are the only sounds played by PowWow

First, check the PowWow directory (typically C:\POWWOW) to verify the **.WAV** files are present. If the **.WAV** files are present then the Working Directory may not be correctly set up. To fix this:

Windows 3.x and NT users: You can check this by highlighting the PowWow icon and press **Alt** and **Enter** to bring up the Program Item Properties screen, changing the **Working Directory:** field to **C:\POWWOW** or wherever you have installed PowWow, and saving the new settings by clicking on the **OK** button. The next time PowWow is run it will play the Microsoft **.WAV** sound files.

Windows 95 users: You can check this by highlighting the PowWow icon by clicking the Right Mouse Button on it and selecting the **Properties** option, changing the **Start In:** Field to **C:\POWWOW** or wherever you have installed PowWow, and saving the new settings by clicking on the **OK** button. The next time PowWow is run it will play the Microsoft **.WAV** sound files.

Advanced Topics

Specifying a default connection

You can tell PowWow to connect with someone each time its run by adding their *Remote PowWow Address* to the command-line for PowWow. To do so, open the Program Item Properties for PowWow and go the end of the command line. After the **POWWOW.EXE** filename, put a space followed by the *Remote PowWow Address* for the person with whom you wish to chat.

Speeding up PowWow

PowWow works by establishing a point-to-point connection to whomever you are talking. If you are seeing a slowdown in the connection, this is because the connection between you and the other person(s) is slowing down. Possible reasons for this include:

- Excessive noise on your modem line causing delays and modem retraining (resynchronization) in sending packets (for users with dial-up Internet access). You can fix this by asking your telephone company to inspect your telephone lines.
- You or the other person running other bandwidth-intensive programs on your computers, such as WWW or FTP sessions. You can fix this by closing any other Internet applications.
- The Internet connection between you is slowing down because of a bottleneck (router or backbone failure) somewhere between you and the other party(s).
- Your Internet service provider's computers (or those of the other person) are becoming busier

The problem is usually the latter two. There is no real solution, other than for your Internet service provider to upgrade their computers and network connection.

Technical Support

Tribal Voice offers technical support for PowWow by email, fax and PowWow as well as extensive online documentation.

Please check the files **HISTORY.TXT** and **PW-FAQ.HTM** which come with PowWow. The **HISTORY.TXT** file contains errata and late-breaking news not covered in your *PowWow User's Guide*. The **PW-FAQ.HTM** file, viewable by your World-Wide Web browser, contains answers to Frequently-Asked Questions about PowWow.



The answers to over three-quarters of the most commonly-asked questions about PowWow can be found in your *PowWow Frequently-Asked Questions* document (filename: **PW-FAQ.HTM**). Using the FAQ will insure you get an *immediate* answer to your question.

Technical support is available via PowWow from 9:00AM to 5:00PM Mountain Time [GMT-7], Monday through Friday (excluding major Native American and US holidays) by chatting with **powwow@tribal.com** (After March 1, 1996 this address will change to **powwow-support@tribal.com**).

Technical support is available via fax 24-hours-a-day, 7-days-a-week by sending a fax to +1 (719) 687-0716.

Technical support is available via email 24-hours-a-day, 7-days-a-week barring router failure, flooding, bad cabling, disappearance of the technical support staff under mysterious circumstances, crashed hard disks, prairie fire, power outages, stampede by buffalo or other herd animals, network service interruptions, and other Acts of God.



Priority support will be given to people who have followed the instructions in the *Before Contacting Technical Support* section, below.

Whom to Contact?

Tribal Voice provides a variety of forms on our World-Wide Web server as well as email accounts for customer assistance and technical support:

Questions about your PowWow password	http://www.tribal.com/password.htm
Help with your White Pages information	http://www.tribal.com/wphelp.htm
Changing your White Pages information	http://www.tribal.com/wpchange.htm
Help with PowWow (<i>except</i> for passwords)	powwow-support@tribal.com
Help with your PowWow password <i>only</i>	password@tribal.com
Comments about White Pages	wpages@tribal.com
Questions about Tribal Voice (<i>except</i> PowWow)	feedback@tribal.com
Questions about <i>PowWow SoundInstaller</i> (program)	pwsi-support@tribal.com
Questions about <i>Tribe</i> (program)	tribe-support@tribal.com

Please use the forms on our World-Wide Web server before using email for a faster response.

Before Contacting Technical Support

When contacting technical support with a question, please have the following information available or enclosed with your email:

- your name, email address, fax and telephone number
- PowWow version number and the date and time of your **POWWOW.EXE** program file.
- a detailed description of the problem you are experiencing
- brand and version of TCP/IP protocol (WinSock) stack (if you are unsure contact your Internet service provider)
- brand, model, and version of sound card and drivers (if you are unsure contact your sound card manufacturer or computer vendor)
- computer software type (operating system name and version, brand and version of other network drivers, video driver settings, plus the name and version of any device drivers or other memory-resident programs)
- computer hardware type (type and make of CPU, RAM, hard disk type and size, video and network cards installed plus any other unusual cards)
- system configuration files (**AUTOEXEC.BAT**, **CONFIG.SYS**, MS-Windows **.INI** files and so forth).
- network configuration (TCP/IP stack brand and version, type and speed of Internet connection, Internet service provider name and contact, if any)

The majority of this information can be found by running a utility such as Microsoft's System Diagnostics (included with MS-DOS and Microsoft Windows), Quarterdeck's Manifest, Peter Norton Computing's System Info, and so forth.

Glossary

cruise leader - see *Leader*

domain name - The “name” of a particular network of computers attached to the Internet. For example, all of Tribal Voice’s networked computers have a domain name of **tribal.com**.

dynamic IP address - An internet protocol address that changes each time a connection is made to an Internet service provider. This type of connection is usually used with dial-up Internet accounts accessed via modem.

fixed IP address - An internet protocol address which remains the same. Networked computers and other computers with a dedicated connection to the Internet typically have fixed IP addresses.

Internet Service Provider - The company responsible for providing your Internet access.

IP address - A numeric address used to identify a computer or other device (printer, router, and so forth) over the Internet. IP addresses are composed of four sets of numbers with values of 0-255. For example: 204.227.15.1 is the IP address for the Tribal Voice’s World-Wide Web server.

ISP - see *Internet Service Provider*

Leader - The person who first initiates a PowWow session. The *Leader* has control of cruising the World-Wide Web.

Local PowWow Address - Your PowWow Address.

Local Server - see *PULS Server*

Local User I.D. - see *Local PowWow Address*

PULS Server - The PowWow User Local Server (PULS) server is the computer PowWow registers itself with. Tribal Voice runs a *PowWow Server* which all copies of PowWow attempt to register with. You can also install your own *PowWow Server* to allow PowWow to register with your own private server.

PPP - stands for Point-to-Point Protocol. A common method for connecting to the Internet using a modem.

Remote PowWow Address - Anyone else’s PowWow Address.

Remote User I.D. - see *Remote PowWow Address*

SLIP - stands for Serial Line Interface Protocol. A common method for connecting to the Internet using a modem.

static IP address - see *fixed IP address*

TCP/IP - stands for Transmission Control Protocol/Internet Protocol. The method by which computers communicate with each other over the Internet.

URL - stands for Uniform Resource Locator. A standard method of displaying a resource such as a HTML document or FTP site on the World-Wide Web.