

Software Product Description

PRODUCT NAME: **Compaq TeamLinks Mail V5.0 for Windows**

SPD 63.25.07

DESCRIPTION

Compaq TeamLinks Mail for Windows is a 32-bit mail client, supporting a choice of messaging servers: Compaq Office Server for OpenVMS, ALL-IN-1, MailWorks for OpenVMS, MailOne for UNIX from OpenOne Corporation, Internet POP3 and SMTP servers and Microsoft Exchange Server. Inherent to the architecture of TeamLinks is an information manager that allows users to organize, access and share information easily, no matter how large or small the number of users or where they are geographically. A distributed file cabinet provides storage and file browsing on remote servers as well as locally (for example, stored on a local or virtual hard disk). The drawer/folder/document hierarchy allows users to organize files of different types together in user-defined drawers and folders and provides document reservation features for shared drawers. Its extensive variety of document converters and viewers enable users to convert documents or view mail attachments in any supported format.

TeamLinks Mail for Windows allows Windows users to exchange messages and attach files with other PC, video terminal, Macintosh and workstation users across an enterprise wide network. It performs the traditional tasks of creating, sending and storing mail and also has the advantage of X.400 standards compliance, thus extending the PC user reach into the corporate enterprise wide area network.

Features

Support for Sub-folders

TeamLinks Mail V5.0 allows users to work with sub-folders on Compaq Office Server and Microsoft Exchange servers. Sub-folders are supported on all versions of Office Server, but an enhancement has been made for a future release of Office Server whereby the EW Housekeeping procedure will empty the sub-folders of the Wastebasket folder. For existing Office Server systems the changed Office Server scripts have been supplied with the TeamLinks kit.

On Compaq Office Server a maximum of ten levels of nesting is supported.

Explorer-Style Multiple Pane User Interface

To simplify visualising and working with sub-folders, TeamLinks V5.0 provides a new user interface for the index area of Information Manager. The new Enhanced View displays drawers, folders and documents in two separate panes referred to as the Folder Pane and the Document Pane.

The Classic View used in previous versions of TeamLinks is still supported as an option.

Sending Mail in the Background

TeamLinks allows users to send mail in the background while continuing to work with TeamLinks.

Automatic Refreshing of the Primary Inbox

New mail received in the Inbox of the Primary File Cabinet will be automatically displayed in the Document pane when working with Enhanced View.

Automatic Decoding of MIME/UUENCODE messages

TeamLinks V5.0 can automatically decode MIME and UUENCODE messages when they are being read. Users no longer need to manually decode the messages before reading them. Users also have the option of storing the decoded message and the original encoded message in alternate folders.

New Mail Notification on Windows Terminal Servers

TeamLinks V5.0 supports new mail notification on Windows NT 4.0 Terminal Server Edition and Windows 2000 Server with Terminal Services enabled. Individual users on a Windows Terminal Server will receive new mail notifications in the same way as users working on standalone computers.

Performance Enhancements

Previous releases of TeamLinks fetched and listed documents from the mail server in smaller blocks. In this release, all documents are read from the server at one time when a folder is first visited. TeamLinks remembers the list of documents that have been fetched for each folder visited and displays the stored information the next time the same folder is visited. You can refresh the folders to resynchronize the contents with the server.

Office Server V5.0 based enhancements

TeamLinks takes advantage of the fault tolerance and fail over capabilities of Office Server V5.0 and later versions on OpenVMS Alpha and VAX. This augments the automatic reconnection in the event of a network disconnect, automatically switching to another FCS and AIDA server on the Server. In addition, Office Server V5.0 and V6.0 enable system managers to perform load balancing, ensuring the TeamLinks user population are spread across multiple instances of FCS and AIDA servers on a Server or Servers in a cluster for optimum performance.

Office Server based TeamLinks users may also perform cross-filing operations and deposit and retrieve messages from the Office Server archive.

Support for Roaming Users

User Profiles may now be stored on any mail server* thus supporting roaming users (*excludes Internet Mail servers).

TeamLinks Mail - Message Functions

Users can create, read, forward, reply, delete and send messages using the commands provided. Autoreply (Compaq Office Server and ALL-IN-1 only), mail delegation (Compaq Office Server and ALL-IN-1 only), autoforward, blind carbon copy (Bcc), delivery receipts and read receipts are also supported. Message attachments may include any other message or file in a variety of file format types. Format converters and viewers, along with appropriate gateways, can be invoked to access and transfer this type of mail message. Messages can be addressed to one or more users at any valid server supported destination (e.g. LDAP, Office Server, ALL-IN-1, X.400, OpenVMS Mail) worldwide. SMTP messages can also be addressed to Internet Mail users from any supported TeamLinks server. When replying to a message, the system automatically addresses the answer for transfer back to the original sender. The recipient of a mail message has the option to reply to the sender, to other recipients of the message, to include/exclude oneself from the reply list and optionally include the main body of the text message in the reply. TeamLinks

permits multiple Create Message and Read Message windows along with the option to print, edit and read a created message and its attachments prior to sending the message.

Attachments

Files stored in the file cabinet and application files such as word processing files and spreadsheets can be included in the Create/Read message windows and mailed as attachments to a mail message. The long filenames, associated with these attached documents, are supported by TeamLinks when specifying the document name in the attachment list. To view these attachments, TeamLinks Mail either invokes the appropriate viewer (if one is available) or launches the associated application to display the attachment.

Addressing

During message creation, a user can select mail addresses from the associated user directory (e.g. the Distributed Directory Service - DDS, Compaq Enterprise Directory - was known as X.500 and LDAP compliant directories through Office Server), a Personal Address Book, a distribution list, the ALL-IN-1 subscriber list or by simply typing in the address. All five services can be used in combination during message creation to automatically validate or look up a mail address. On OpenVMS, DDS is available as part of the VAX Message Router. Likewise, the Enterprise Directory service is used with MAILbus 400 and from Office Server LDAP directories can be accessed. The Personal Address Book allows users to store and retrieve commonly used mail addresses, along with name, phone number and nickname. Distribution lists provide an easy way to address large groups of users. The Personal Address Book and distribution lists can be validated against the user's directory services.

Filing Services

The distributed file cabinet model presents the user with one logical file cabinet structure and provides storage remotely (stored on Office Server, ALL-IN-1 Server, MailWorks Server or Microsoft Exchange Server) as well as locally (stored on the local or virtual hard disk) in drawers containing folders, which contain mail messages, documents or both. Electronic filing enables users to share and organize files across platforms. Inbound and outbound message transfers make use of the remote file cabinet. The TeamLinks client can be used in environments with the Microsoft Exchange server either standalone or in combination with ALL-IN-1, Office Server, MailWorks or Internet mail servers. When used in combination with one or more of these servers, the TeamLinks user can move documents between Exchange, Office Server, ALL-IN-1, MailWorks and Local file cabinets.

TeamLinks supports the following file cabinet operations: Reply from current file cabinet instead of Primary file cabinet; create new drawers and folders; set up shared ALL-IN-1 and Office Server drawers; add an existing shareable drawer; delete existing file cabinets, drawers, folders or documents; copy and move documents between folders and drawers; refile existing documents into new folders; view any document (assuming an appropriate viewer is available); archiving to ALL-IN-1 V3.2 and Office Server; convert documents into any supported format; and sort folder content. TeamLinks also supports document reservations features for ALL-IN-1 shared drawers, Office Server shared drawers and TeamLinks local drawers.

TeamLinks objects including messages; distribution lists; PAB; address templates; scripts can be exported to disk files.

The Local File Cabinet verify and repair utility enables users to check whether a local drawer has been damaged and to repair a drawer if it is damaged.

Two-way Drag and Drop

Files selected via Windows Explorer can be imported to the TeamLinks file cabinet or added as attachments to a mail message by utilising the mouse and dragging and dropping them to a folder or a mail message that is being created.

Windows 95/98 Look & Feel

TeamLinks introduces more Windows look & feel including:

- Standard toolbars and status bars
- Standard fonts
- Property sheets for Mail Profile, Read and Create Message options
- Drill-down search
- Automated Uninstall
- Right Mouse button support offering:
 - Context sensitive pop-up menus
 - New items not available on menu bars:
 - "Set as Primary File Cabinet" - change primary file cabinet without moving to TLSETUP
 - "List Unread Mail" - list unread mail in selected folder
- Cleanup Implicit Reservations

Web Browser Support

TeamLinks supports Web Browser integration enabling Internet Explorer 5.0 and later or Netscape 4.5 and later to be deployed with TeamLinks as the default mail provider.

The Script Editor

TeamLinks provides a script editor. User-written scripts can automate a variety of processes (for example: Connect/Disconnect from a file cabinet; Move/Copy/Send files between any folders of the server and client file cabinets; write queries that specify filtering criteria to selectively Copy/Move files).

Converters and Viewers

TeamLinks provides viewers for:

- Microsoft Office 2000
- Microsoft Office XP
- Microsoft Outlook Items
- vCard files
- Lotus Word Pro 9
- Lotus 1-2-3 9
- Corel WordPerfect 9
- Corel Presentation 9

TeamLinks also includes converters to convert files from the following file formats to other compatible formats:

- Microsoft Word 97
- Lotus Word Pro 96
- Lotus Word Pro 97

In general, conversions take place where the source document resides. The converters for TeamLinks reside on the PC. TeamLinks supported conversion services include Intranet Solution's document converters. The viewers from Intranet Solutions present a high fidelity, formatted view of the document.

TeamLinks also standardizes on Format Tags e.g. "MSWORD" for Word 97, Word 2000 and later.

Standards Support

The Windows Registry is used extensively, replacing .INI files, enabling multiple user profiles to be created on any given PC.

TeamLinks for Windows supports Microsoft Windows Dynamic Data Exchange (DDE), Object Linking and Embedding (OLE) and Dynamic Link Library (DLL) standards, which enable applications such as Microsoft Word for Windows and Microsoft Excel for Windows to access TeamLinks electronic mail service, the file cabinet filing system and document conversion services.

Table of Mail Integration mechanisms

Application	Mail Integration	File	Cabinet
Integration			
MS Word 95	Macro	Macro	
MS Word 97, 2000, 2002	Macro	ODMA+Macro	
MS Excel 95, 97, 2000, 2002	Macro	Macro	
MS PowerPoint 95	Simple MAPI	<n.a>	
MS PowerPoint 97, 2000, 2002	Macro	ODMA+Macro	
WordPerfect 7.0, 8.0, 2000	Built-in	ODMA	
Lotus SmartSuite 97	Simple MAPI	ODMA	
Lotus SmartSuite Millennium	Simple MAPI	ODMA	

Message Retrieval

A user can search for messages based on strings within the messages and on fields (e.g., Author, To, Cc, Title, Message ID, Creation Date, Size etc.) within a single drawer, folder or across the entire file cabinet. Commonly used searches can also be defined by one or more scripts, which can then be selected from within the Find dialog box later on.

AltaVista Support

TeamLinks is integrated with AltaVista Personal Search 97. Users can produce a full index of the TeamLinks file cabinets, including attachments. Users can choose to index an entire file cabinet or select specific drawers to index. Documents found by initiating an AltaVista personal search can be viewed by choosing the TeamLinks "application launch" capability or by using AltaVista's QuickView.

Note: Indexes created by AV Personal Search consume an additional 30% of the disk space of the folders indexed.

Notifications

Specifying Delivery and Read Receipt notification when sending a message will cause a delivery report to be generated and returned to the originator when the message is delivered or read. The new mail notification option will inform the user when new mail is delivered.

Help

TeamLinks provides an extensive online help system. The majority of documentation for TeamLinks is contained in this help system.

The TeamLinks Online Help and Client Administration Guide now use the WinHelp 2000 Explorer format. This view displays all help topics in the left pane and the contents in the right pane to simplify the task of locating topics of interest.

Message Editor

The Create Message editor provided with TeamLinks Mail allows a choice of text format or rich text format (RTF) for creating mail messages. With RTF, you have

rulers, tabs, bolding, underlining, italics, color, superscript, subscript, strike-through and a choice of font styles and sizes. A spell checker can be invoked to spell check the message. Users can use their preferred word processor to create documents that can be mailed as attachments. An application that is integrated with TeamLinks Mail (e.g., a word processor that is mail-enabled) can mail documents without leaving the application.

The new German dictionary Spellchecker is included as standard.

Printing

TeamLinks takes advantage of the Compaq standard printing facilities provided under PATHWORKS for OpenVMS and PATHWORKS32 for Windows. The user can specify the printer destination and options via the Windows printer facilities. TeamLinks users can print messages and documents to ALL-IN-1 or Office Server print destinations on a server system using ALL-IN-1 or Office Server print styles and formatters. TeamLinks prints documents/attachments of varying formats by invoking the appropriate viewer or application. Printing of PostScript documents requires no special attention by the user.

Priority-Based Delivery

Users can choose message delivery priority. The grade of delivery (express, first class, second class) can be specified. These priority levels are defined in the X.400 P1 electronic mail industry standards.

Message Classes

The user can set a number of indicators to give the recipient information about the nature of the message: Importance (urgent, medium, low); Sensitivity (not restricted, personal, private, company confidential); Priority (Express, First Class, Second Class). These message classes are defined in the X.400 P2 electronic mail industry standards.

Customization

The user interface code has been written using Microsoft Visual Basic to provide a degree of customizability that allows each desktop to be personalized. In addition to customizing the button bars on all TeamLinks windows and selecting between small or large buttons and wrapped toolbars, new menu commands and associated buttons for Microsoft Windows applications can be added to the TeamLinks menus and button bars as well. Also, the TeamLinks logo displayed on the splash screen can be replaced with a user-defined bitmap logo.

Options for Integrating Applications with TeamLinks

1. Simple MAPI Support

Simple MAPI provides a standard for integrating desktop applications with electronic mail applications. Any application that supports Simple MAPI can be integrated with TeamLinks Mail when it is used on a Windows system.

Note: A restriction of TeamLinks does not allow you to choose support for a Microsoft Exchange Server file cabinet and still have TeamLinks Simple MAPI support.

2. Open Document Management API (ODMA) support

ODMA is a standard for integrating desktop applications with document management systems such as the TeamLinks file cabinet. Any application that supports the ODMA standard can be integrated with the TeamLinks file cabinet when it is used on a Windows system.

3. TeamLinks Application Integration Software

TeamLinks includes software that enables certain applications (such as Microsoft Word, Microsoft Excel, Microsoft PowerPoint) to access TeamLinks Mail and the TeamLinks file cabinet.

4. General Comments about Application Integration

TeamLinks V5.0 provides application integration for 32-bit applications only, such as Office 97 and Office 2000 running on Windows systems.

POP3/MIME Support

In addition to being a mail client for ALL-IN-1, Office Server, Exchange or MailWorks, TeamLinks can be used as an Internet Mail client. TeamLinks can send and receive mail with an Internet mail server that supports SMTP and POP3. Furthermore, TeamLinks can send MIME encoded messages and decode MIME encoded messages. The TeamLinks local file cabinet is used as the message store.

Group Management Support

ALL-IN-1 and Office Server Group support within TeamLinks allows users to create and modify groups, send mail to a group or associate a shared drawer with a group.

Active URL Reference Support in the Read Message Window

When the Read Message viewer detects a URL in the

cover memo or in an attachment, TeamLinks highlights it. The user can then double-click on the URL causing TeamLinks to launch a new instance of the user's Web browser and display the Web page associated with the URL.

Operating Configurations

TeamLinks runs in several environments: as part of a WAN where host servers are constantly available; on laptops that have host services available occasionally; and on isolated local area networks that have only occasional connections to host services.

Physical connection choices are Ethernet and asynchronous. Ethernet requires TCP/IP. An asynchronous connection (i.e. Windows dial up) can be made via PPP and SLIP.

HARDWARE REQUIREMENTS

Processors Supported

A personal computer using an Intel Pentium I, II or III microprocessor, IBM or compatible. A processor clock of 166 Mhz or better is recommended.

Other Hardware Required

- A minimum of 32 MB system memory should be allocated for TeamLinks Mail

Note: This is in addition to the memory used by the system software and any other applications that may be running.

- A CD-ROM drive

DISK SPACE REQUIREMENTS

- Minimum disk space required for installation of TeamLinks Mail is 60 MB

These counts refer to the disk space required on the system disk. The sizes are approximate; actual sizes may vary depending on the user's system environment, configuration and software options.

SOFTWARE REQUIREMENTS

TeamLinks Mail for Windows requires software on both the PC client and a supported server.

For TeamLinks Mail V5.0:

- Microsoft Windows 95
- Microsoft Windows 98
- Microsoft Windows Me
- Microsoft Windows NT V4.0 (Intel) with SP4 or higher

- Microsoft Windows NT 4.0 Terminal Server Edition with SP4 or higher
- Microsoft Windows 2000 Professional
- Microsoft Windows 2000 Server with Terminal Services

Messaging Server Platforms

The number in [] indicates the required Compaq operating system that must be used with each Compaq messaging server. See the Table of Required Server Operating Systems for the meaning of each number.

1. Compaq Office Server for OpenVMS V4.0A, V5.0, V6.0 [1 or 1a]
2. ALL-IN-1 V3.2 for OpenVMS [1 or 1a]
3. MailWorks for OpenVMS V1.3A [1 or 1a]
4. MailWorks for UNIX V2.0 [2]
5. Microsoft Exchange Server V5.5, 2000
6. OpenOne Corporation MailOne Server V3.0 for UNIX [3]
7. POP3 and SMTP Internet Servers

Table of Required Server Operating Systems

1. OpenVMS VAX Operating System V6.2 or later
 - 1a. OpenVMS Alpha Operating System V6.2 or later
2. Compaq Tru64 UNIX V4.0d
3. Compaq Tru64 UNIX V4.0f or higher

GROWTH CONSIDERATIONS

The minimum hardware/software requirements for any future version of this product may be different from the requirements for the current version.

DISTRIBUTION MEDIA

- CD-ROM

ORDERING INFORMATION

Software license, media and documentation are combined in a single package. Packages of licenses are also available separately. Upgrade packages and upgrade licenses exist for subsequent versions of each of the products listed below:

TeamLinks Mail V5.0 for Windows

Client Package: QB-0N1AA-SB (CD-ROM)

Client License: QM-0N1AA-AA

Client Upgrade License: QM-0N1AA-CA

Software Product Services: QT-0N1AA-T9
QT-0N1AA-XB

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