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Mail Notification User Guide

Thank you for your interest in Mail Notification. This user guide provides step by step instructions to facilitate installation and an introduction to using the software.

Installation

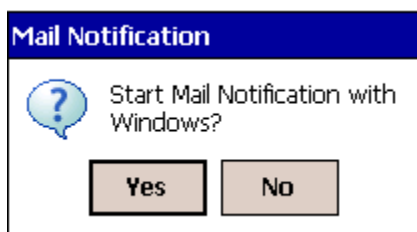
If you are using mail on your Windows Mobile device, then you should have internet connectivity. The version that gives a 14 day trial is the same as the full version, but the license you receive after purchase will unlock the application to work more than 14 days and remove popup of when the trial expires, <http://www.universal.net/products/download/mailnotificationsetup.cab>. After downloading the application, click the cab file (mailnotificationsetup.cab) to install the application.

This will create a program icon.



Mail Notification

Start the application by clicking the icon from the Programs. The first time you run Mail Notification, you will be given the option to start Mail Notification when Windows restarts. This will ensure the application is running without needing to restart the application after a soft reset.



Mail Notification User Guide

Once the application is running a menu form will show up. If your phone has a feature to close applications when you click and “X”, then you do not want that set for our application otherwise it will shutdown the application. There is generally an option if you desire that feature to allow you to click and hold to get the application to close instead.



Choice	Description
Rules	This is where you will create/edit/delete rules. You can disable by removing the check the box next to the rule name. Rules are run in the order then appear from top to bottom for priority. Once the first rule matches no other rules are tested.
About	This area will show the total number of alerts matched to each rule since the application has been running. If you shutdown the application and start it again the numbers start back at 0. This is where the registration of the application can be performed while in trial mode.
Settings	This area is where the run on start up can be set and how often the application will check to see if there are upgrades. An immediate check for upgrades can be done here too.
Exit	This will close the application and no rules will be matched when emails come in.

You will notice in the Today screen there will appear an icon at the bottom of the screen. If you have a today plug-in that does not show the normal today screen, then you will not see this icon. This is a change to the application since version 1.6.

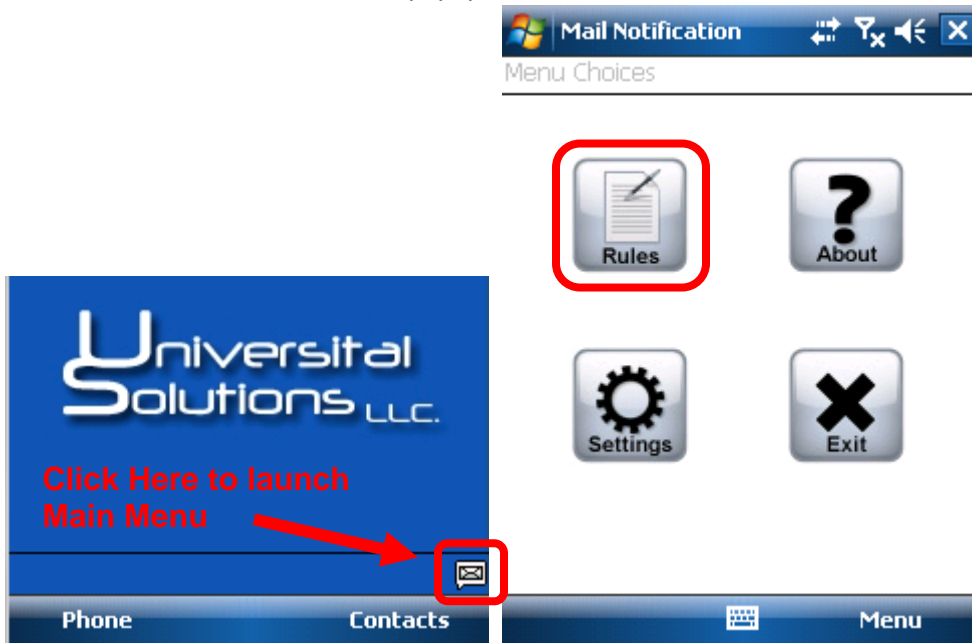


Notification Rules

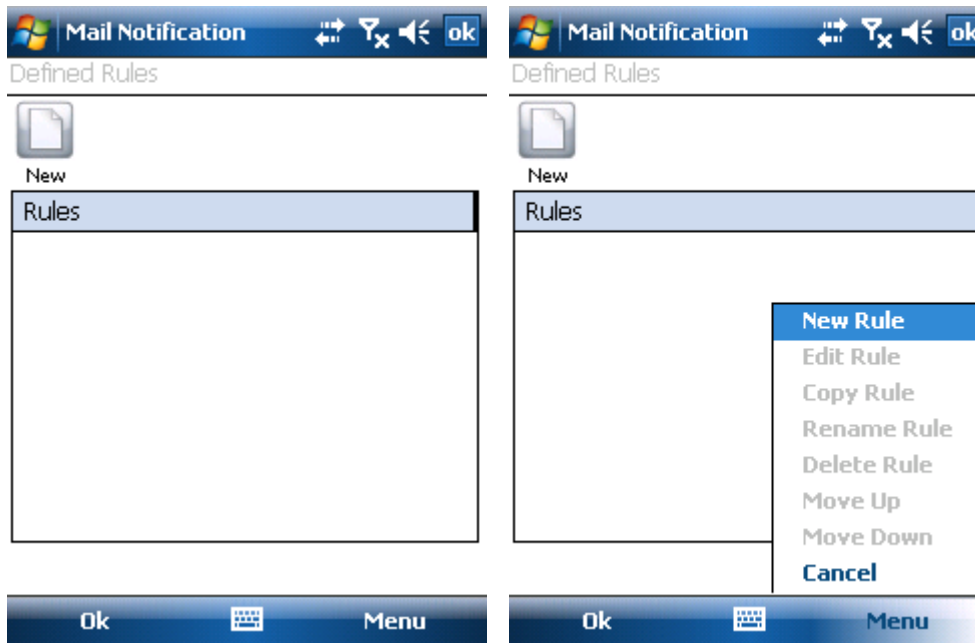
This section will take you through the steps needed to create a new rule and emphasize key features. You will be able to customize the options to best suit your needs.

New Rule

1. To begin creating/editing rules, click the icon at the bottom of the today screen or click the Icon in the Programs menu and choose **Rules** from the popup menu.

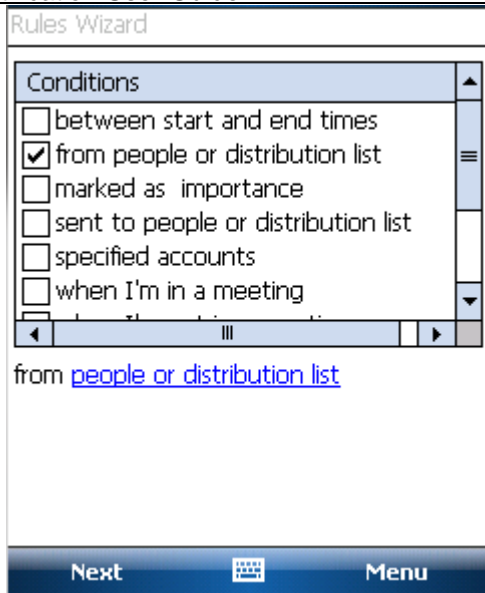


2. Your screen will look similar to the screen shot below. You can either click the **New** icon at the top or select **New Rule** from the **Menu**.

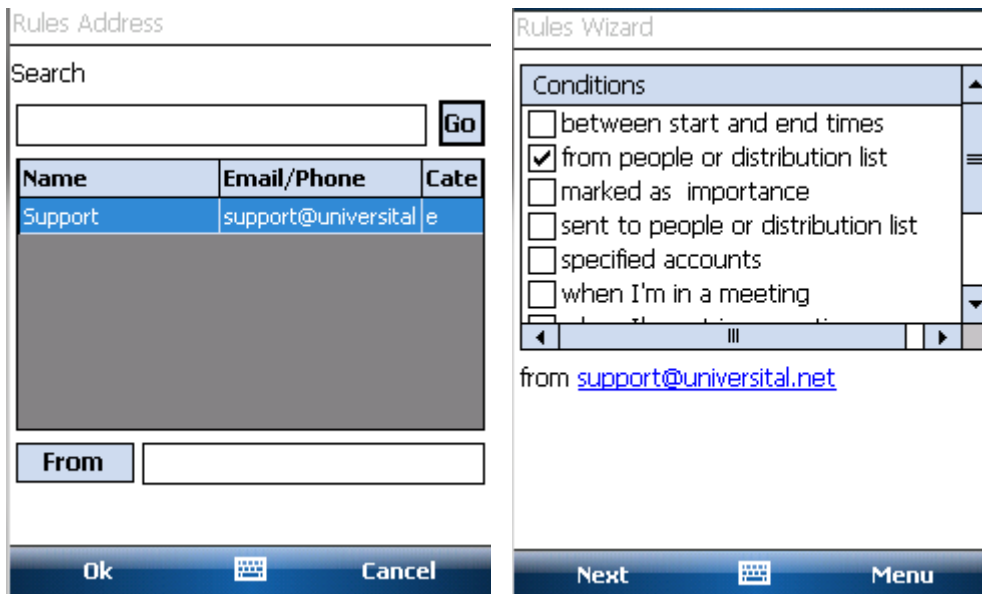


Conditions Editor

3. The conditions editor will open. Select the desired settings. The screen shot below illustrates the option to send notification when an email or SMS message has been received **from people or distribution list**. Once the selection is made, click the blue underlined words to set the specific options. The next step will show the editor for the condition selected.



- You are now viewing the editor associated with the selected condition. This example shows the contacts editor. Choose the contact and click the **From** button or manually enter the address in the text box next to the **From** button. Separate names using a semicolon. Once you are done, click the **Ok** button and you will go back to the condition editor window with the values that were selected.



Please note that not all versions of Windows Mobile have the same options. Updates to add new conditions as they become available will be provided. Some aspects of email are not exposed in all versions, therefore the options shown in this demo may vary for your specific device.

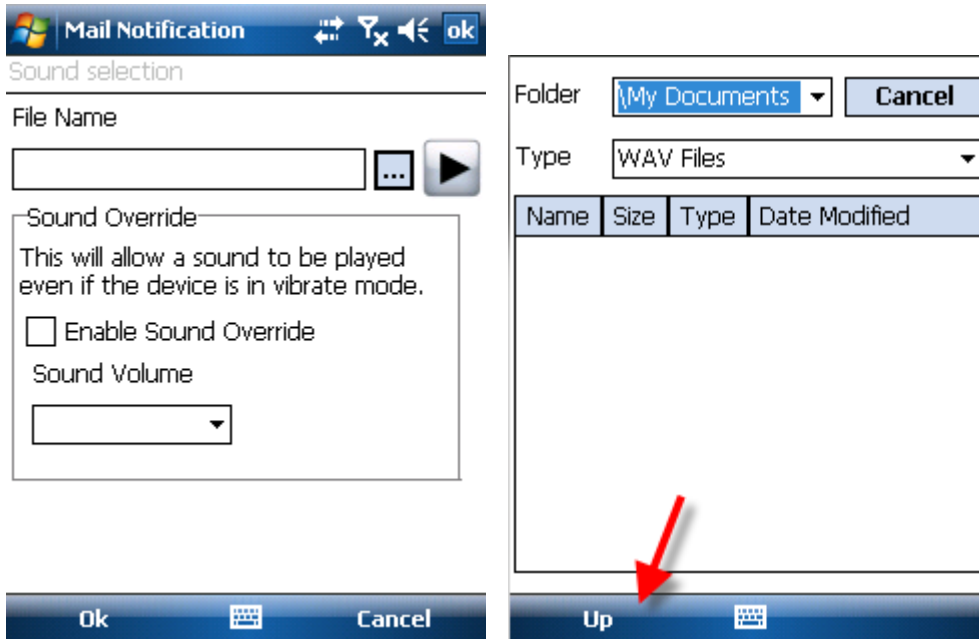
Actions Editor

- Click the **Next** menu or **Cancel** to continue. No changes will be made until you save the rule. If you chose next, you will be taken to the action editor screen. Actions are simply what you want to happen if the condition is met. In this example, **Play Wave File** is our selected action. To set the actual file, click the text **Wave File**. This will take

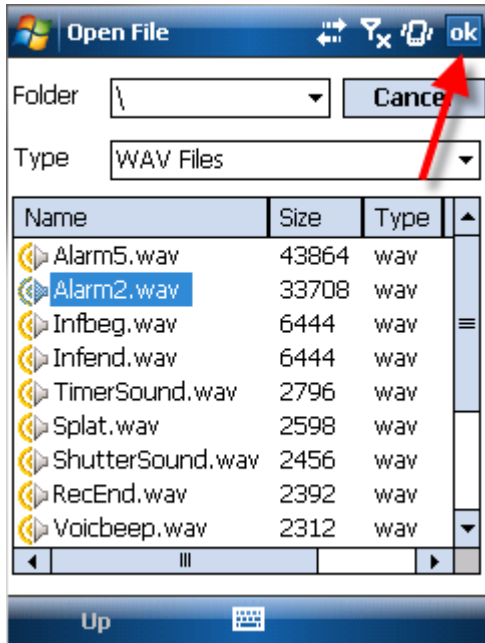
you to the file selector.



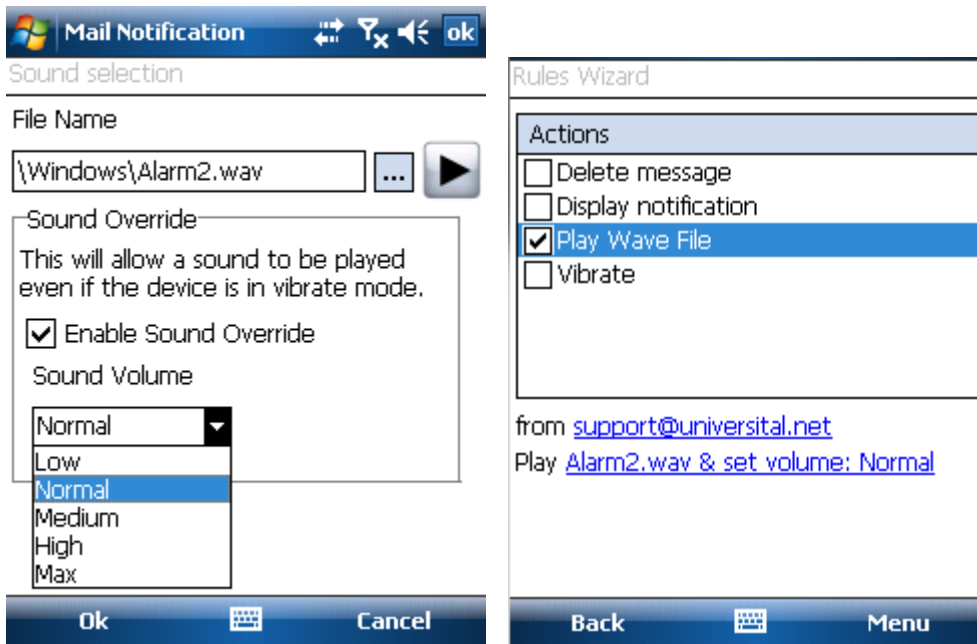
- To find the file you want, click the button with the ellipsis (3 dots). This will bring up another dialog allowing you to select the desired file. The file dialog will automatically default to the **My Documents** folder. If the desired file is not located in the My Documents folder, you can browse for the desired file using the up menu indicated by the arrow in the screen shot.



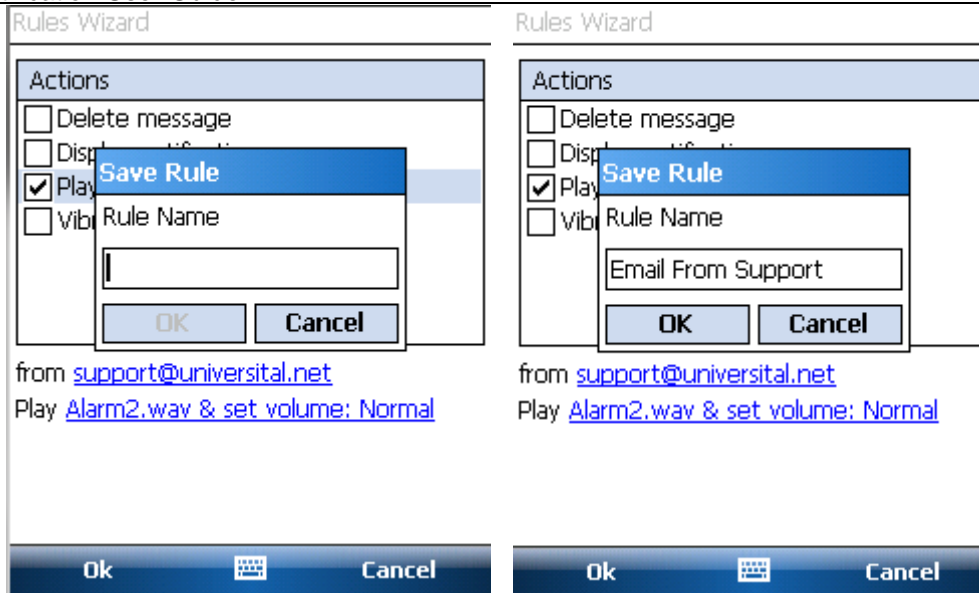
7. Select the desired file and click the **ok** button in the upper right of the screen as indicated by the arrow.



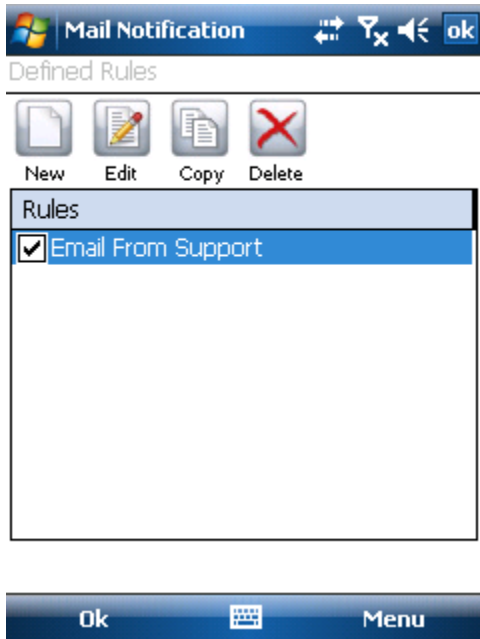
8. The file you chose will now be populated in the appropriate spot. This screen shot illustrates the **Enable Sound Override** option. This option will enable your phone to play the selected wave file if your phone is set to vibrate or the sound is turned off. Sound is enabled temporarily then resets back to the previous state. When you are done, click **ok** at the top right of the screen. This will take you back to the **Actions Editor**.



9. Once you are satisfied with your rule, click the **ok** button at the top right of the screen. You will be prompted to save the rule. If you are editing a rule, the prior name is pre-populated. Once you enter a name, click **OK** in the dialog box or the **Ok** button at the bottom of your screen.

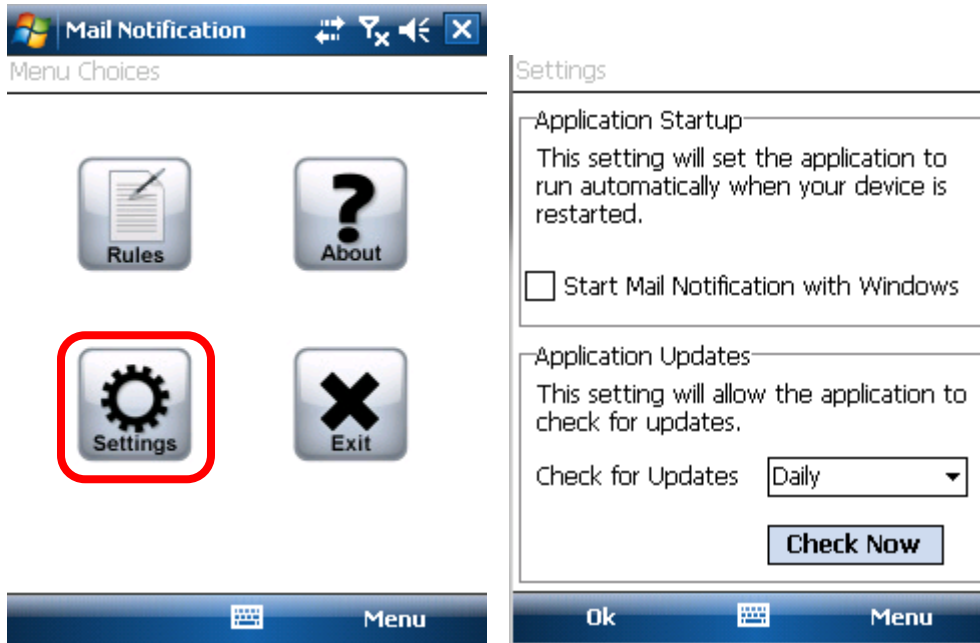


10. You will then be returned to the list of all your defined Rules. If you have a check mark next to a rule, it will be enabled for the processing engine. You can move rules up and down the list. The engine will stop after it finds the first rule to match. You will notice there are other options available to either **Copy**, **Edit**, or **Delete** the rule. At this point your rule is not completely saved. In order to save the rule, click the **Ok** button in the bottom menu or the upper right of the screen. This will close the rules editor.



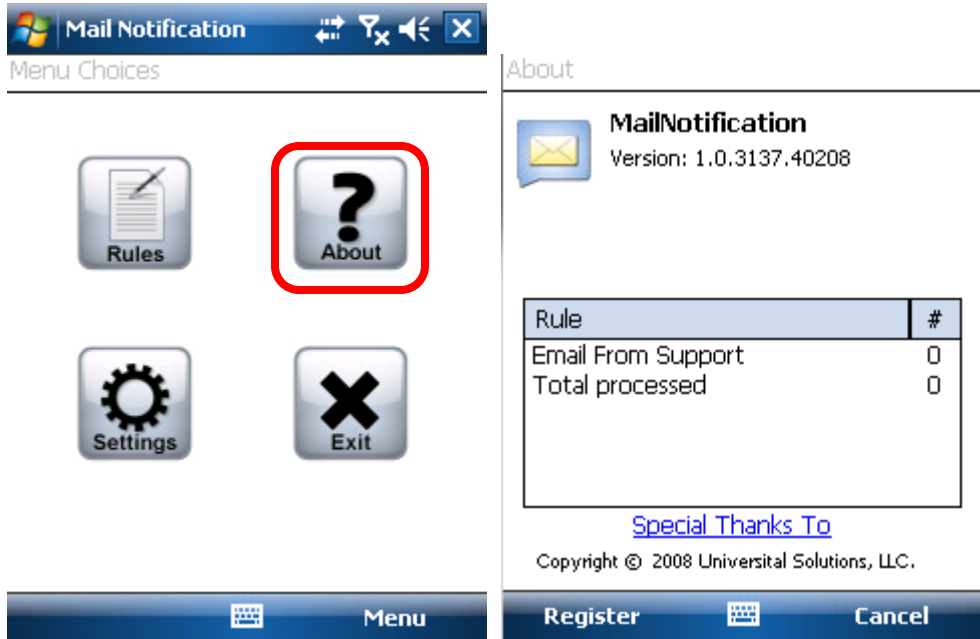
Settings Screen

11. The settings screen allows configurations to start the application when windows starts. It also determines how frequently the application update checks are performed.



About Screen

- The **About** screen has some helpful information for you as it relates to the rule you defined. To launch the **About** screen, choose the option from the main menu. Here you can set the registration information if the application is in trial mode by clicking the menu choice of Register.



Register the Application

- The registration is activated by an expired license or by clicking on **Validate** from the **Register** screen.

Registration

 **Registered To:**
Trial Edition

Registered Name:

Registered Email address:

License File:
 ...

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Validate  **Cancel**

Exit the Application

- 14. To close the application, go to the Today screen and bring up the menu options by clicking the icon for Mail Notification and choose **Exit**.



Condition List

The following table shows the different conditions available in Mail Notification.

Condition	Mobile 5	Mobile 6	Description
From people or distribution list	X	X	Use this condition when looking for an email from a specific person.
Marked as Importance	X	X	Use this condition when looking for an email set to a specific Importance.
Sent to people or distribution list*		X	Use this condition when looking for an email sent to a specific address.
Specified accounts	X	X	Use this condition to set up alerts for specific mailbox accounts.
In a Meeting	X	X	Use this condition to set actions to be met when in a meeting.
Not in a meeting	X	X	Use this condition to set actions to be met when not in a meeting.
With word(s) in the body*	X	X	Matches words in the body.
With word(s) in the subject	X	X	Matches words in the subject. (Useful for SMS messages since they are considered subject text.)
With word(s) in the subject or body*	X	X	Matches words in both the body and subject.

*Does not work with IMAP or POP email accounts at the moment, but will in a future release

Action List

The following table shows the different actions available in Mail Notification.

Condition	Mobile 5	Mobile 6	Description
Display Notification	X	X	Displays Sender and Subject Line of emails when set conditions are met.
Play Sound	X	X	Plays sound when set conditions are met. Feature(s): <ul style="list-style-type: none"> • Ability to play selected sound if phone is set to Vibrate or Sound is off. • This is handy if you have misplaced your phone and it is set to vibrate so calling it does not help to find the phone. So set a rule that will turn volume on and play a sound that will help find the missing phone.
Vibrate	X	X	Vibrates phone when set conditions are met.

Delete Email	X	X	Deletes email messages when set conditions are met.
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