

## Wireless Sync Quick Start Guide for Lotus Domino

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Welcome to the Wireless Sync service from Verizon Wireless. PC Monitor is software that must be downloaded to a computer that will:

- Always have access to Lotus Domino using a configured Lotus Notes client;
- Maintain a reliable connection to the Internet.

The steps described here will assist in the configuration of PC Monitor. The software can be configured to support an Individual user or a group of enterprise users, called a Workgroup.

### **This Quick Start Guide will help you:**

- Identify System Requirements
- Install PC Monitor
- Decide how to configure PC Monitor
- Configure Individual – or – Workgroup Monitor

## **System Requirements**

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The PC must meet the following requirements to run the Monitor:

- Supported Operating Systems:
  - Microsoft Windows 2000 Professional or Server with Service Pack 4
  - Microsoft Windows XP Professional with Service Pack 1 or higher
  - Microsoft Windows Server 2003
- The logged in user must have permission to install software on the PC
- 128MB or more of RAM
- 128MB free hard disk space
- Internet Explorer 5.0 or above
- Configured Lotus Notes client:
  - Lotus Notes 5.0.6 or newer (Version 5.0.11 is NOT supported)
  - Lotus Notes 6.0.2 or newer
  - Lotus Notes 6.5 or newer

## **Install PC Monitor**

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Most users of the Wireless Sync service will have already installed the PC Monitor during the initial account set up process. If PC Monitor is already installed, please skip to the next section.

If you opted to NOT install the PC Monitor previously AND your user is NOT currently configured to use a PC Monitor, follow these steps to install a PC Monitor.

1. Login to the website <http://www.wirelessync.vzw.com> with your user account.
2. Let the page completely load and then click on the **SETUP** menu.
3. Select the **ACCOUNT** option.
4. Click the **Add PC Monitor** link.
5. Click **Install** and carefully follow the installer prompts to install the software on your PC.

## Decide how to configure PC Monitor

It is now time to set up the PC Monitor so you can begin receiving your email and PIM (Calendar, Contacts, Tasks, and Notes) data from your Lotus Domino Server.

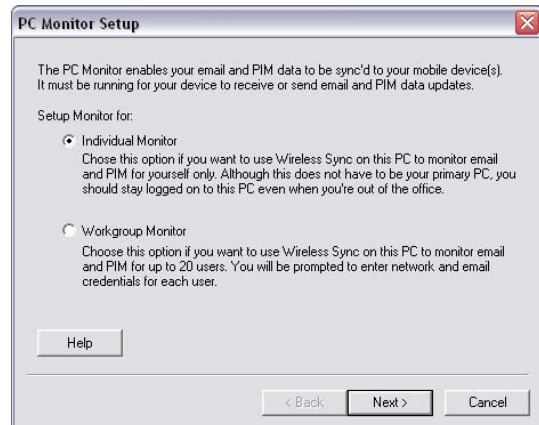
### Individual Monitor (this page)

Choose this option if you want to use Wireless Sync on this PC to monitor email and PIM for yourself only. Although this does not need to be your primary PC, you should stay logged in to this PC even when you're out of the office.

### Workgroup Monitor (skip to page 4)

Choose this option if you want to use Wireless Sync on this PC to monitor email and PIM for up to 20 users. You will be prompted to enter Wireless Sync and Domino credentials for each user.

**NOTE:** If you think you will add more users in the future, even if you are only setting up a single user today, configure the **Workgroup Monitor** option.

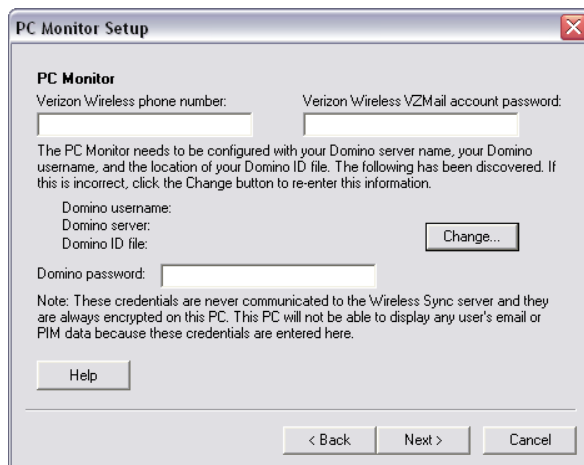


## Configure an Individual Monitor

Please be sure your Lotus Notes client is installed and configured to connect to the Domino server.

1. Select the **Individual Monitor** option on the PC Monitor Setup screen and click **Next**.
2. Enter your **Verizon Wireless phone number** and the **Verizon Wireless VZMail account password** created during the account setup.
3. Ensure the information discovered by the configuration wizard is correct and enter the **Domino password** then click **Next** and to continue to step 4.

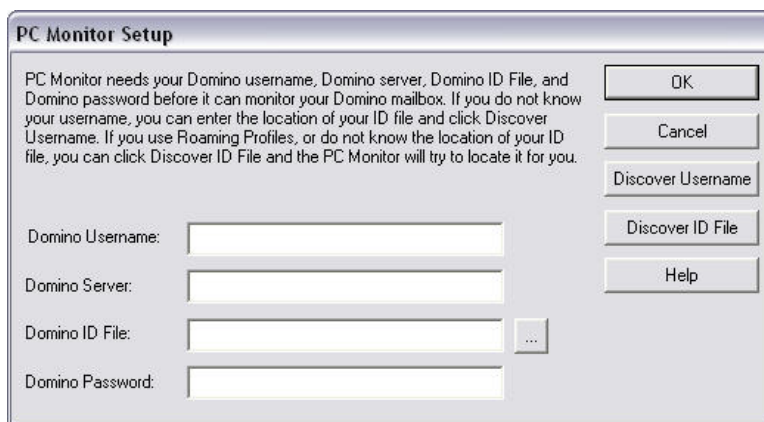
**NOTE:** If the information is not discovered or is incorrect, select the "Change..." button to enter the correct information for your Notes account (shown below in step 3a.)



- a) The following dialog captures Notes configuration information. Click **Discover Username** or **Discover ID File** to help complete all fields on this form, and then click **OK**.

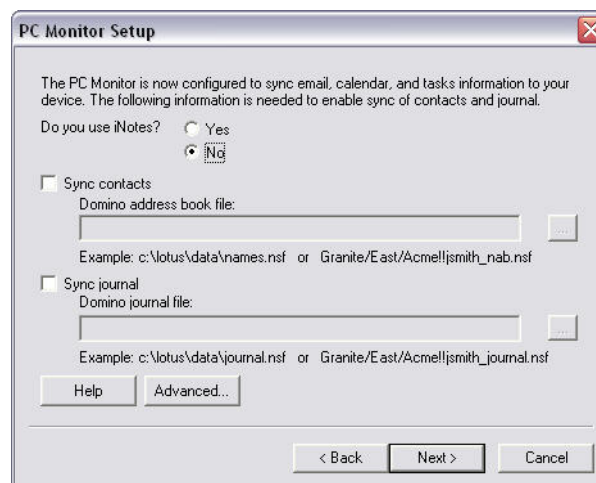
If manual entry is required:

- Domino Username:** Must be either Notes shortname of “flast” or Notes canonical format “CN/OU/O”
- Domino Server:** Canonical Notes name for your Home Notes Mail server
- Domino ID File:** Please locate on local disk. Ideally, the file name matches user shortname “flast.id”. If not, please use canonical Domino Username.
- Domino Password:** Corresponds to the Notes ID file selected above

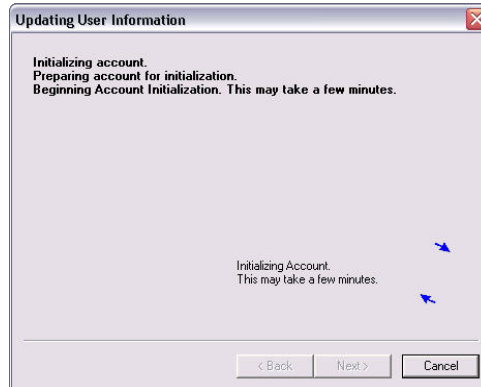


4. After your Domino information is entered and validated by the program, you will be prompted to enter the location for your Contact and Journal databases. After entry, click **Next** to go on.


**NOTE:** The Contact and Journal databases may be stored locally, on a network share or in the Domino server. The location depends on the policies defined by your IT department. If you are unsure where your databases are stored, you can come back and configure this step later.



- The Updating User Information dialog box shows progress of the initialization and will close when complete. The time needed varies depending on the size of the user's mail file and number of PIM database records. This process may take several minutes to complete.



#### IMPORTANT NOTES:

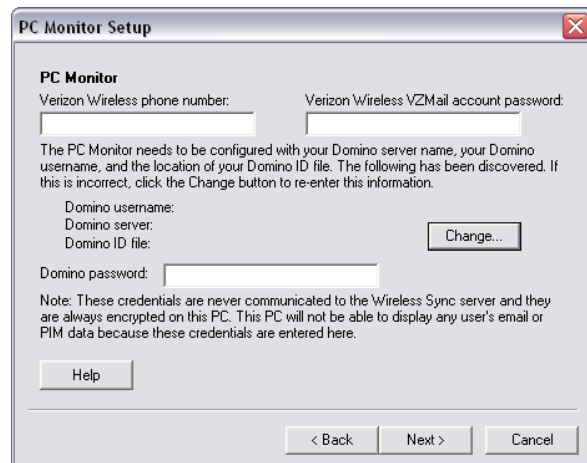
- The PC Monitor application will continue to run in the task tray.
- You can view the status for your monitored account by selecting the 'Show Main Screen' option after right-clicking on the  icon in the task tray on the monitor PC.
- Do NOT log off from the PC if you want to continue to receive updates to your Domino account when you are away from the PC. It is OK, however, to lock the PC.

## Configure a Workgroup Monitor

Please be sure your Lotus Notes client is installed and configured to connect to the Domino server.

- Select the **Workgroup Monitor** option on the PC Monitor Setup screen.
- Enter your **Verizon Wireless phone number** and the Verizon Wireless **VZMail account password** created during the account setup.
- Ensure the information discovered by the configuration wizard is correct and enter the **Domino password** then click **Next** and to continue to step 4.

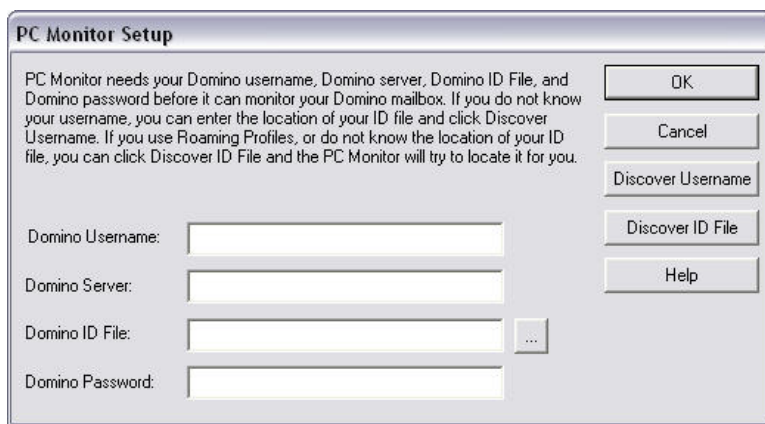
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- a) The following dialog captures Notes configuration information. Click Discover Username or Discover ID File to help complete all fields on this form, and then click OK.

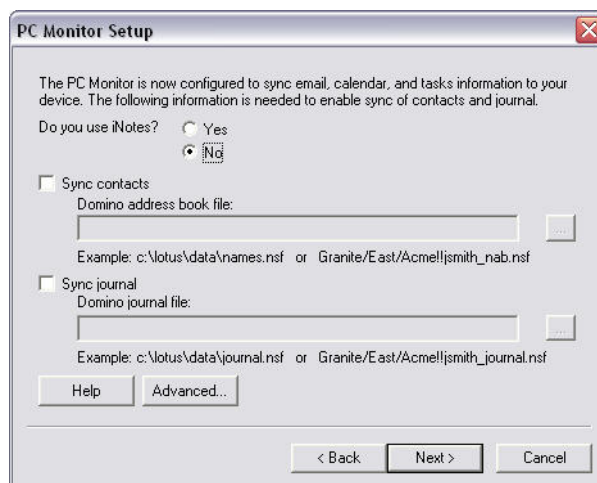
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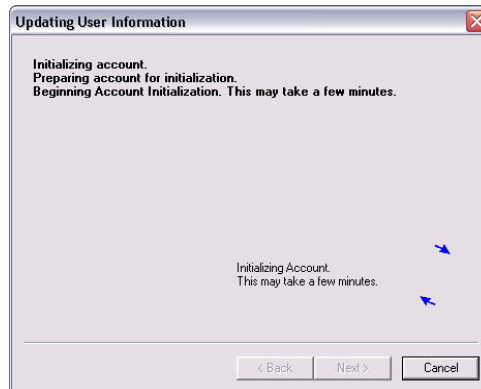


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- Click on **Finish** when the user initialization is complete.
- Click the **Setup...** button to add another user to the Workgroup Monitor.
- Click **Done** if you are finished.

#### IMPORTANT NOTES:

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- You can view the status for your monitored account by selecting the **Show Main Screen** option after right-clicking on the  icon in the task tray on the monitor PC.
- Do NOT log off from the PC if you want to continue to receive updates to your Domino account when you are away from the PC. It is OK, however, to lock the PC.

