

PageGate GUI Client version 10 Documentation

USER MANUAL

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1. What's New	5
2. Welcome to PageGate's GUI Client	7
3. Installation	9
3.1 Promptless Automatic Installation	11
3.1.1 Optional Registry Settings	11
3.2 Upgrading from a previous version	12
4. PageGate GUI Client	15
4.1 MSJet Database Setup (default)	19
4.2 SQL Database Setup	21
4.3 Using the GUI Client	23
4.3.1 Scheduling Messages	25
4.3.2 File	26
4.3.2.1 Setup	27
4.3.2.2 Display Options	29
4.3.3 Tools	30
4.3.3.1 Filter Recipients	31
4.3.3.2 Presets	34
4.3.3.3 Local Recipients	36
4.3.4 View	40
4.3.4.1 Pending	41
4.3.4.2 Sent	42
4.3.4.3 Bad	43
4.3.4.4 Scheduled	44
4.3.4.5 Replies	45
4.3.4.6 History	47
4.3.5 Reports	48
4.3.5.1 Sent Messages	48
4.3.5.1.1 By Recipient	50
4.3.5.1.2 By Date/Time	51
4.3.5.2 Scheduled Messages	52
4.3.5.2.1 By Recipient	53
4.3.5.2.2 By Date/Time	54
4.3.6 Help	55
4.3.6.1 Keyboard Shortcuts	56
4.3.6.2 Mouse Shortcuts	56
4.3.6.3 About	56
4.4 Using a Single GUI Client with Multiple Servers	57

Index	0
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What's New

1 What's New

- **Replies and two-way messaging with GUI Client**

PageGate's GUI Client now supports receiving messages and sending replies to those messages! This allows your recipients to reply to messages and have those replies go to instances of the GUI Client. GUI Client users can also move those replies between each other, so the replies can be handled by the person best suited to do so. Additionally, workstations can send messages to each other in a chat style conversation.

- **Secure Deployment with SQL**

Deploying PageGate with an encrypted SQL database allows you to guarantee that any database connection to the server is secure.

- **Secure Client Connection to Cloud PageGate Server with SQL**

Deploy PageGate to a cloud server with encrypted SQL and you can offer your personnel the ability to use the PageGate Client securely from anywhere!

- **Improved global performance**

Major work has been done to the core of PageGate for version 10, drastically improving its efficiency and usage of resources, like memory, CPU, and database. The result is a noticeable increase in its operational speed.

- **Productivity**

Numerous productivity improvements have been made to PG Admin and PG GUI Client, including a brand new search function!

- **Improved Data Handling**

Speed, and scope improvements have been made to PageGate's import, export, backup, logging, and synchronization features.

- **Look and Feel**

The look and feel of the GUI Client, PG Admin and PG Monitor programs have been updated to have a more modern appearance.

Welcome to PageGate's GUI Client

2 Welcome to PageGate's GUI Client

The PageGate GUI Client is a Windows based program that interacts with PageGate's database.

When using an MSJet database (default), the PageGate Client will need access to the PageGate server's database directory. You will need to share that folder on the server and provide all appropriate users and usergroups the read, write and modify permissions.

When using an SQL database, the PageGate Client will need a configuration file that tells it how to interact with the SQL server.

Recipients and groups configured in PageGate Admin display in the recipient list, which allows a user to select them to send a message immediately or schedule a message to go out at a later time.

If two-way messaging has been configured, GUI Clients also have the ability receive replies to messages sent, reply to any received messages and message other workstations in a chat style interaction.

It is also possible to have a GUI Client reference multiple PageGate servers.

Minimum system requirements to run the PageGate GUI Client:

Operating System: Windows 7, Windows 8, Windows 10, Server 2012, Server 2016, Server 2019, Server 2022

Processor: 1.0 Ghz Processor or better.

Memory: 1GB RAM

Storage: 100 MB of free disk space (for application and database)

Installation

3 Installation

- 1) Open a web browser.
- 2) Go to our website: <https://www.notepage.net>
- 3) In the center of the page, click on the Download button under the PageGate section.
- 4) When prompted, save the file somewhere convenient to reference, like the Desktop.
- 5) After the file has been downloaded, right click on it and select "Run As Administrator"
- 6) If prompted by the User Accounts Control, allows the installation to proceed.
- 7) When prompted, select Install PageGate GUI Client.
- 8) Click Next.
- 9) Select whether or not you want to view the ReadMe File and/or Release Notes, then click on Next.
- 10) Please read the End User License Agreement (EULA), then select "I accept the agreement" and click on Next.
- 11) In the next step, you will be prompted for the PageGate Client installation directory. By default, the installation directory is C:\Program Files (x86)\NotePage\PageGate Client. Once you've specified the installation path, click on Next to proceed.
- 12) In the next step, changes to the program group in the Start Menu the PageGate Client will appear under can be made. Click Next to proceed.
- 13) Select whether you want to create a Desktop Icon for the PageGate Client and click on Next.
- 14) Click Install to begin installing the PageGate Client.
- 15) Click Finish to finalize the installation.

Be sure to make a copy of the installation file and store it somewhere safe. You will need it again if you ever need to reinstall PageGate, or want to install the Additional PageGate Administrator, Additional PageGate Monitor, or GUI Client on a workstation.

3.1 Promptless Automatic Installation

Any part of PageGate can be installed unattended. This helps network administrators to automate the program's installation.

- 1) Start the PageGate setup program as usual (see Installation).
- 2) When the list of installation options screen is shown, browse in to the c:
 \Users\<your_user>\AppData\Local\Temp\ directory.
- 3) Copy the 'PGSetup' folder to another location.
- 4) Exit the installation.
- 5) Use the following command line syntax to run a promptless install.

Installation executable for the GUI Client: pgcsetup.exe

Command line options:

/silent	Installs without prompts. Does display progress screens, will prompt for reboot if necessary.
/verysilent	Installs without prompts, display screens and will reboot without prompting, if necessary.
/norestart	This flag prevents the installation from rebooting, even if necessary.
/dir="x:\dirname"	This flag overrides the default installation directory.
/group="folder name"	This flag overrides the default Windows Start Menu group name.
/noicons	This flag will prevent the installation from creating the desktop icons for the program.

Here is an example of a promptless install of the PageGate server if the PGSetup folder was copied to C:\

```
C:\PGSetup\pgcsetup.exe /silent /dir="c:\PageGate Client"
```

That command line would install the PageGate server to c:\PageGate Client\ without prompting for information, would display the progress screens and would prompt to reboot the system if necessary.

3.1.1 Optional Registry Settings

Client Registry Settings

Note: Folders that are set must be created and given sufficient rights before the program is run.

Location: HKEY_CURRENT_USER\SOFTWARE\NotePage\NotePagerNet\

Name	Type	Description
LockSettings	Dword	By default settings in the Current User portion of the registry are used. If every user on the workstation should use the standardized, rather than logon specific, settings, then the Local Machine portion of the registry can be forced to be used instead by setting LockSettings to 1, which is a 'true' value.
DB_Dir	String	This value specifies the directory in which the database resides. The path specified in this field must end in a backslash, \.
DB_Password	String	If a database password has been set on the PageGate database, the password for the database can be specified here. Due to the nature of the security involved, the value is encrypted, so it must be copied from a system with the password already set.
Sender	String	This value specifies a static sender's name that this copy of the Client will use when sending messages.
Station	String	Note: Values lower than 10 are system reserved and should never be used. Clients with the same Station value will be able to reference each others' message histories and be able to run reports on the same.

3.2 Upgrading from a previous version

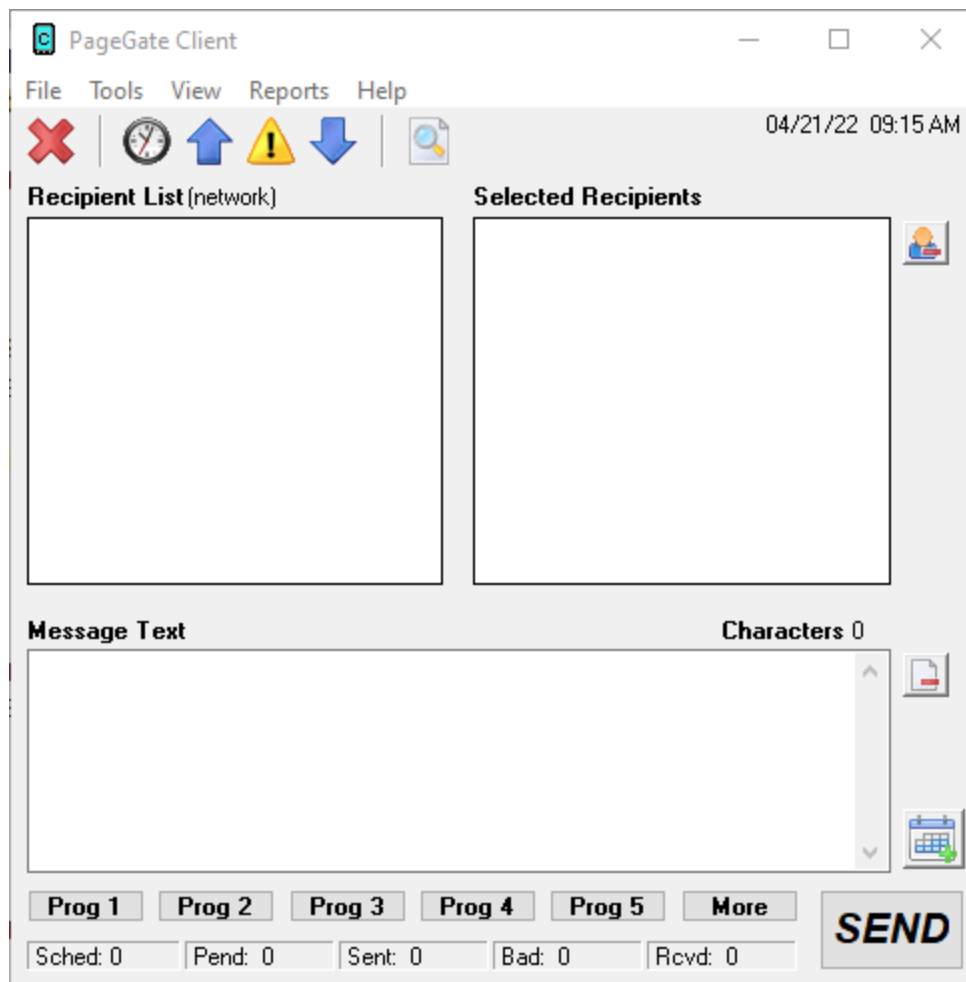
- 1) Open a web browser.
- 2) Go to our website: <https://www.notepage.net>
- 3) In the center of the page, click on the Download button under the PageGate section.
- 4) When prompted, you want to save the file.
- 5) Save the pgsetup.exe file somewhere easy to reference, like the Desktop.
- 6) After the file has been downloaded, right click on it and select "Run As Administrator".
- 7) When prompted, select: Install PageGate GUI Client
- 8) Click Next.

- 9) Select whether or not you want to view the ReadMe File and/or Release Notes, then click Next.
- 10) Please read the End User License Agreement (EULA), then select "I accept the agreement" and click Next.
- 11) Click Install to begin installing the version 10 PageGate GUI Client.
- 12) Click Finish to finalize the installation.

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PageGate GUI Client

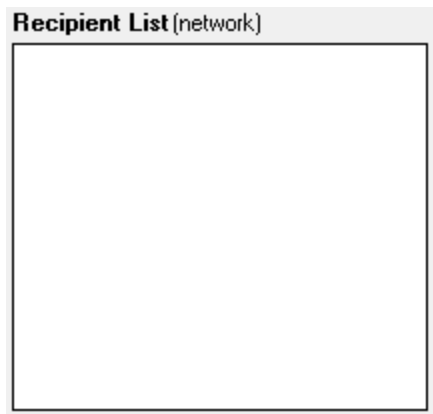
4 PageGate GUI Client



This API offers a few unique features, such as the ability to create a scheduled message to go out and to create a scheduled message to go out at a repeating interval. The PageGate server application must be installed and configured before the PageGate GUI Client can be used. Please refer to the PageGate Server's help file for more information on the installation, configuration, and operation of the PageGate Server.

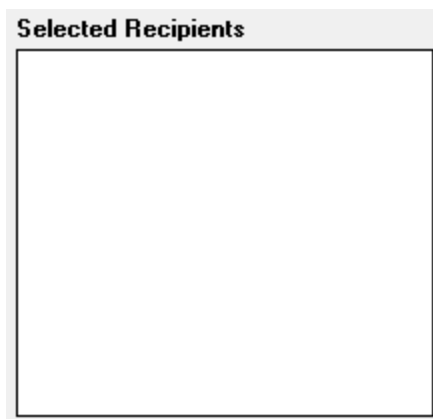
The first step in using the GUI Client is understanding its interface. There sections of the main interface are:

- **Recipient List**



This section displays all recipients and groups available to message from this installation of the GUI Client. This list can be controlled by display groups, which allow administrators to limit which recipients and groups are available for this workstation to message, as well as modified by filtering the list or creating a local recipient list.

- **Selected Recipients**



This section displays all recipients and groups selected. To select a recipient or group to message, left click on their name in the 'Recipient List'.







- **Message Text**



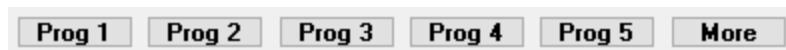
This section is where you'll type the message you want to deliver.

• **Buttons**

Along the top of the interface, you'll see these buttons:

	This button cancels all pending messages.
	This button displays a list of messages currently in the pending queue for immediate delivery.
	This button displays a list of messages successfully sent by this workstation's station ID.
	This button displays a list of messages that were not successfully sent by this workstation's station ID.
	This button displays the two-way messaging interface.
	This button displays the history of messages (good and bad) sent by this workstation's station ID.

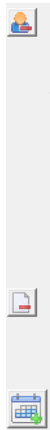
Along the bottom of the interface, you'll see these buttons:



These buttons allow you to configure preset messages, which configure pre-determined messages to potentially save your operators a lot of typing.

Along the right hand side, you'll see these buttons:

- **Clear Selected Recipients**
Clicking this button next to the 'Selected Recipients' section will clear all selections from the list.



- **Clear Message**

Clicking on this button next to the 'Message Text' section will clear anything typed in that section.

- **Options**

This button is used to configure scheduled and repeating messages.

• **Statuses**

Sched: 0	Pend: 0	Sent: 0	Bad: 0	Rcvd: 0
----------	---------	---------	--------	---------

This section displays the status of all traffic a workstation is allowed to see and the tickers update in real time. The categories listed are:

- Sched

This is the count of messages scheduled from this workstation to go out at a later date and time.

- Pend

This is the count of messages in the pending queue for immediately delivery.

- Sent

This is the count of messages successfully delivered by this workstation.

- Bad

This is the count of messages that were not successfully delivered.

- Rcvd

If this workstation is configured to receive replies, this will display the number of reply messages received.

4.1 MSJet Database Setup (default)

After installing the PageGate Client, the very first time you run the program, you will be prompted for some basic information.

Setup

Server Database: C:\PageGateData\Database\

Preset Msgs File: C:\PageGateData\Database\Presets.txt

Sender's Name: %LoginName%

Display-group: (none)

Station Number: 10

Update Frequency: 10

Max Msg Length: 500

☐ Enable Spell Check (requires MS Word)

Display Options

☐ Use these settings for current user only

☒ Use these settings for all local users

Exit Apply

Setting	Function
Server Database	This should be the path to the PageGate Server's Database. This can be either a local path (if you're running the GUI Client on the same system as the PageGate Server) or a network path.
Preset Msgs File	The PageGate Client's preset messages are stored in the text file specified in this path. Workstations that point to the same file will share presets. Workstations that point to their own file will have their own presets.
Sender's Name	<p>This field determines the sender's name attached to any messages sent from this GUI Client. By default, this field is set to %LoginName%, which is a value that uses the Windows username of whoever is currently logged in to the operating system.</p> <p>This field can also be set to a static value such as Workstation1, Sales, Hestia, Lamar, etc.</p> <p>If you want the ability to receive reply messages to this workstation, this field MUST match the name of a local recipient that is referenced by the replies system. For more information, please see the PageGate Server documentation.</p>
Display-group	<p>This option will lock this installation of the PageGate Client to the selected display group. This will only allow the client to display recipients and groups an administrator has added to the display group.</p> <p>To use this option, you must first create and populate a display group in the PageGate Admin.</p>
Station Number	<p>This field provides an identifying number that all traffic sent from this system will have associated with it.</p> <p>Workstations that share a station number will be able to see and report on each others' messages. Workstations that do not share a station number will only be able to report on their own messages.</p>
Update Frequency	This field determines how often (in seconds) the GUI Client posts data to the PageGate Database.
Max Msg Length	This field determines how many characters can be typed in the Message field of the GUI Client.
Enable Spell Check	By enabling this option, the GUI Client will automatically spellcheck any messages typed. This option requires MS Word to be installed.
Display Options	This option isn't something you can configure initially. After applying the initial configuration, though, clicking this button will open the Display Options for this GUI client workstation.

Use these settings for current user only	Set this option if each Windows User on this workstation needs to have their own copy of the GUI Client configured.
Use these settings for all local users	Set this option if you all Windows Users who log in to this workstation should share a common configuration.

4.2 SQL Database Setup

When using an SQL database hosted on a cloud server, if you enable 'Always Encrypted' in SQL, the PageGate Admin and GUI Client applications can be installed on any computer and given access to your PageGate server. This makes connecting remote workstations far easier as they can be given direct access.

After installing the PageGate Client, you will need to place a configuration file in the PageGate Client's database directory that tells it how to connect to the SQL server.

The file must be named `SqlServerConnectionString.txt` and will be formatted based on the style of SQL authentication being used.

When using Domain user/windows user authentication, use this:

```
ODBC;
Driver=SQL Server;
Server=tcp:PUT-SQL-SERVER-IP-ADDRESS-HERE,1433;
Database=The name of the SQL database;
```

When using SQL user authentication, use this:

```
ODBC;
Driver=SQL Server;
Server=tcp:PUT-SQL-SERVER-IP-ADDRESS-HERE,1433;
Database=The name of the SQL database;
uid=SQLUsername;
pw=SQLPassword;
```

After placing the configuration file in the folder, run the PageGate Client and you will be prompted with the first time setup screen.

Setting	Function
Server Database	This should be the path to the SqlServerConnectionString.txt file. This may reside on a network or local path.
Preset Msgs File	The PageGate Client's preset messages are stored in the text file specified in this path. Workstations that point to the same file will share presets. Workstations that point to their own file will have their own presets.
Sender's Name	<p>This field determines the sender's name attached to any messages sent from this GUI Client. By default, this field is set to %LoginName%, which is a value that uses the Windows username of whoever is currently logged in to the operating system.</p> <p>This field can also be set to a static value such as Workstation1, Sales, Hestia, Lamar, etc.</p> <p>If you want the ability to receive reply messages to this workstation, this field MUST match the name of a local recipient that is referenced by the replies system. For more information, please see the PageGate Server documentation.</p>
Display-group	This option will lock this installation of the PageGate Client to the selected display group. This will only allow the client to display recipients and groups an administrator has added to the display group.

	To use this option, you must first create and populate a display group in the PageGate Admin.
Station Number	<p>This field provides an identifying number that all traffic sent from this system will have associated with it.</p> <p>Workstations that share a station number will be able to see and report on each others' messages. Workstations that do not share a station number will only be able to report on their own messages.</p>
Update Frequency	This field determines how often (in seconds) the GUI Client posts data to the PageGate Database.
Max Msg Length	This field determines how many characters can be typed in the Message field of the GUI Client.
Enable Spell Check	By enabling this option, the GUI Client will automatically spellcheck any messages typed. This option requires MS Word to be installed.
Display Options	This option isn't something you can configure initially. After applying the initial configuration, though, clicking this button will open the Display Options for this GUI client workstation.
Use these settings for current user only	Set this option if each Windows User on this workstation needs to have their own copy of the GUI Client configured.
Use these settings for all local users	Set this option if you all Windows Users who log in to this workstation should share a common configuration.

4.3 Using the GUI Client

The PageGate GUI Client is used for scheduling and sending messages to the PageGate Server's list of Recipients and Groups. If two-way messaging has been configured, GUI Clients also have the ability receive replies to messages sent, reply to any received messages and message other workstations in a chat style interaction. For more information, please see the PageGate Server documentation.

The PageGate Client can be run from the PageGate server or on any workstation that has network access to the PageGate server's Database and displays a list of available recipients and groups and is highly customizable.

Recipients can be moved to the Selected Recipients column simply by clicking on their name. The Message Text field is where you type the message you want to send.

Along the bottom, you'll notice the Prog 1 through Prog 5 and More buttons, those are preset messages and can be configured many ways. For information on what the preset messages are and how to configure them, please see the preset messages section of the documentation.

- File

This section provides access to the PageGate Client's configuration and settings.

- Tools

This section provides methods of filtering the recipient list and provides a spell-check function.

- View

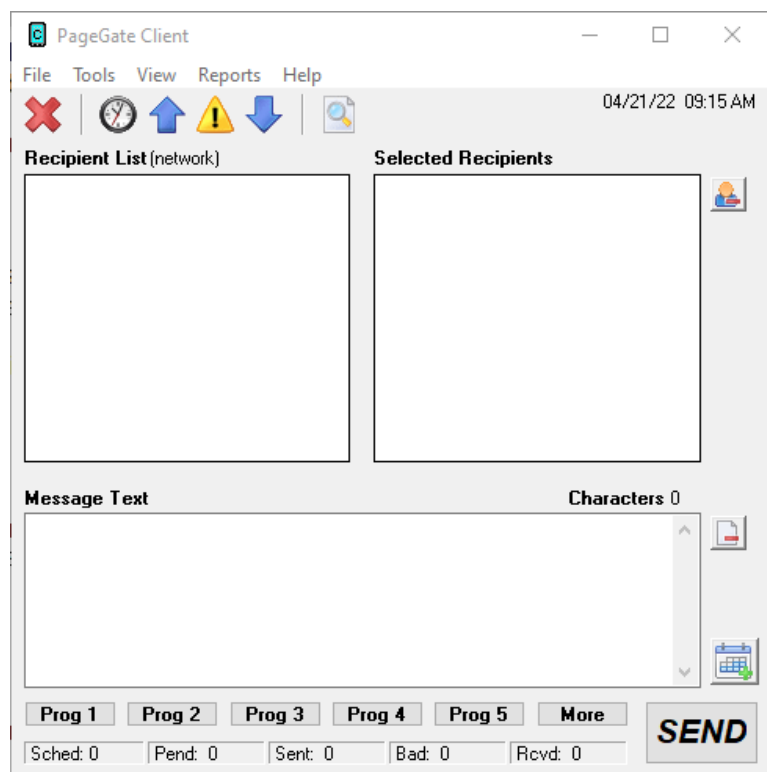
This section provides the ability to view and review traffic in the pending queue or sent from this workstation.

- Reports

This section allows you to run reports on messages sent from any GUI Client that shares a station number with this Client.

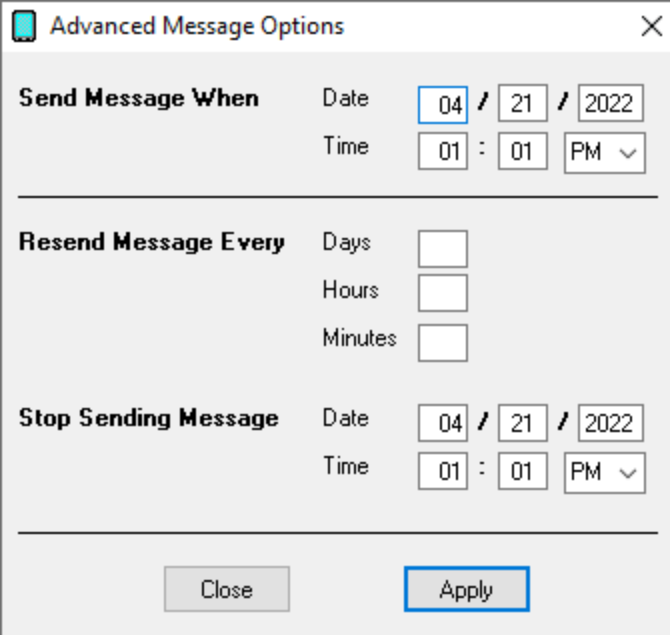
- Help

This section provides basic help and assistance for using the PageGate Client.



4.3.1 Scheduling Messages

This section allows you to configure scheduled and repeating messages. Before clicking on the 'Options' button, select a recipient (or group) and type the message you want scheduled in the 'Message Text' box. Before you click the Send button, click the Options button to configure your schedule. When you've finished, click Apply, then click the Send button.

The image shows a dialog box titled "Advanced Message Options" with a close button (X) in the top right corner. The dialog is divided into three main sections. The first section, "Send Message When", contains date and time pickers. The date is set to 04 / 21 / 2022, and the time is 01 : 01 PM. The second section, "Resend Message Every", contains three input fields for Days, Hours, and Minutes, all of which are currently empty. The third section, "Stop Sending Message", also contains date and time pickers, with the date set to 04 / 21 / 2022 and the time set to 01 : 01 PM. At the bottom of the dialog, there are two buttons: "Close" and "Apply". The "Apply" button is highlighted with a blue border.

With this prompt, you can schedule messages to automatically be sent at some point in the future. You can also determine if that message will repeat or not.

To schedule a page to be sent at a future date and time, fill in the 'Send Message When' fields.

To have the scheduled message repeat, set the "Resend Messages Every" fields to the interval at which the message should be delivered.

Last, fill in the 'Stop Sending Message' fields to set the date and time for the message to stop being sent.

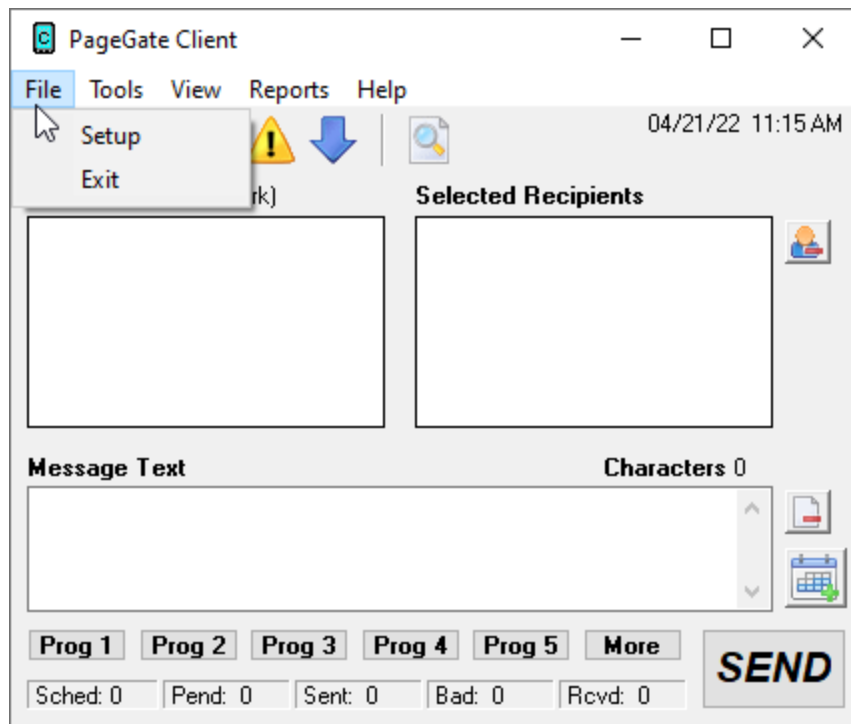
For example, let's say that you had a message that, starting tomorrow, needed to be sent out once a day for one month.

You would set the "Send Message When" date to tomorrow's date, set the time for whatever time the message needs to be delivered. You would then set the "Resend message every" to 1 day OR 24 hours OR 1440 minutes.

The final step would be to set the "Stop Sending Message" date and time to exactly one month from the "Send Message When" Date.

Click Apply, then click on the Send button. The message is now scheduled!

4.3.2 File



- **Setup**

This option allows you to configure the PageGate Client's settings, including specifying a display group to limit what recipients and groups this workstation is allowed to display.

- **Exit**

This option closes the PageGate Client.

4.3.2.1 Setup

Setup

Server Database: C:\PageGateData\Database\

Preset Msgs File: C:\PageGateData\Database\Presets.txt

Sender's Name: %LoginName%

Display-group: (none)

Station Number: 10

Update Frequency: 10

Max Msg Length: 10000

☐ Enable Spell Check (requires MS Word)

Display Options

☐ Use these settings for current user only

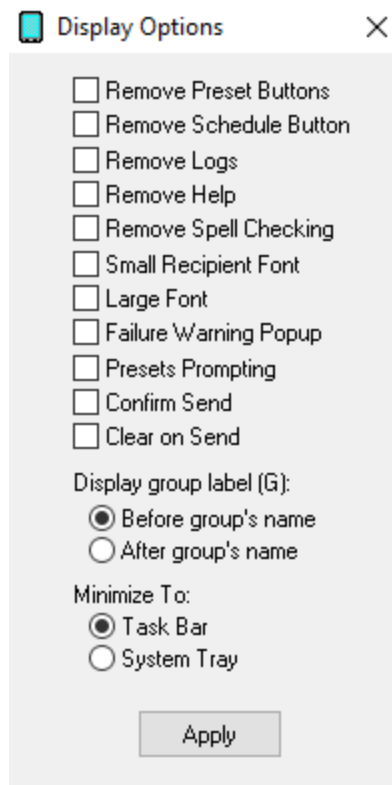
☒ Use these settings for all local users

Close Apply

Setting	Function
Server Database	This should be the path to the PageGate Server's Database. Typically speaking, this will be a mapped drive or UNC path to the PageGate server's network shared database directory.
Preset Msgs File	The PageGate Client's preset messages are stored in the text file specified in this path. Workstations that point to the same file will share presets. Workstations that point to their own file will have their own presets.
Sender's Name	<p>This field determines the sender's name attached to any messages sent from this GUI Client.</p> <p>By default, this field is set to %LoginName%, which is a value that uses the Windows username of whoever is currently logged in to the operating system.</p> <p>This field can also be set to a static value such as Tech, Sales, Lamar, etc.</p>
Display-group	This option will lock this installation of the PageGate Client to the selected display group. This will only allow the client to display recipients and groups an administrator has added to the display group. To use this option, you must first create and populate a display group in the PageGate Admin.
Station Number	This field provides an identifying number that all traffic sent from this system will have associated with it. Workstations that share a station number will be

	able to see and report on each others' messages. Workstations that do not share a station number will only be able to report on their own messages.
Update Frequency	This field determines how often (in seconds) the GUI Client posts data to the PageGate Database.
Max Msg Length	This field determines how many characters can be typed in the Message field of the GUI Client.
Enable Spell Check	By enabling this option, the GUI Client will automatically spell check any messages typed. This option requires MS Word to be installed.
Display Options	This button allows you to modify basic display settings for the PageGate Client.
Use these settings for current user only	Set this option if each Windows User needs to have their own copy of the GUI Client configured.
Use these settings for all local users	Set this option if you want these settings to be saved for all Windows Users who log in to this workstation.

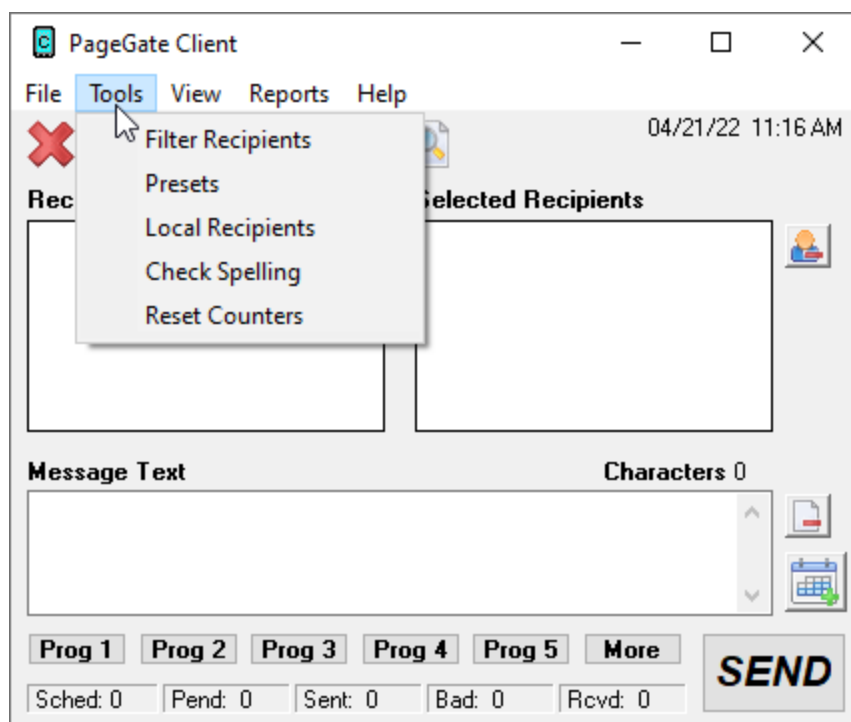
4.3.2.2 Display Options



Setting	Function
Remove Preset Buttons	Enabling this will remove the Prog1, Prog2, Prog3, Prog4, Prog5, and More buttons. This removes this workstation's ability to use preset messages.
Remove Options Button	Enabling this will remove the Options button. This removes this workstation's ability to schedule messages.
Remove Logs	Enabling this will remove the ability of this GUI Client to view any log files. This removes this workstation's ability to run reports.
Remove Help	Enabling this will remove the Help menu.
Remove Spell Checking	Enabling this will remove the Spell Checking function of this GUI Client.
Small Recipient Font	Enabling this will display the recipient and selected recipient lists in a smaller font.
Large Font	Enabling this will display the recipient and selected recipient lists in a larger font.
Failure Warning	When this is enabled, every time a message fails, you will be notified by a popup window.

Popup	
Presets Prompting	<p>For this setting to function properly, you must first configure a set of preset messages in the PageFate client. Next, set up one of the first nine presets with a recipient but no message.</p> <p>If that has been done and this option is enabled, if you click on the visible preset button, a pop-up will list all of the possible preset messages for that recipient. This allows a user to click a preset for a recipient and choose a commonly used message for them.</p>
Confirm Send	When this is enabled, every time the Send button is clicked, you will be prompted to confirm the delivery of the message.
Clear on Send	When this option is enabled, the Message and Selected Recipient portions of this GUI Client are cleared after the Send button is clicked.
Display group label (G)	You can choose to have the (G) for Group label appear before or after your groups' names. If the (G) appears before, the groups will automatically be sorted to the top of the Recipient list. If the (G) appears after, the groups will be sorted by the first letter in the group name.
Minimize To	You can choose to have the GUI Client minimize to the Task Bar or the System Tray. If the GUI Client is set to minimize to the Task Bar, you will see it to the right of the Start Menu when the program is minimized. When the program is set to minimize to the System Tray, it will appear as an icon of a pager next to the clock in the lower right hand corner of the screen.

4.3.3 Tools



- *Filter Recipients*

This section allows you to filter what recipients are currently displayed in the recipient list. This is a useful way for quickly finding recipients and groups.

- *Presets*

This section allows you to modify the preset messages.

- *Local Recipients*

This option allows you to configure a list of recipients that you want this workstation to default to.

- *Check Spelling*

Selecting this option will check spelling and grammar in the Message Text section.

4.3.3.1 Filter Recipients

This function allows you to filter the list of recipients shown in the 'Recipient List' of the GUI interface. You can filter recipients by full name (the name that is displayed in the 'Recipient List'), by short name (the name used by the PageGate Admin), or by any of for other user definable fields (these are also configured within the PageGate Admin).

Setting	Function
Full Name	This field requires the Full Name field of a recipient in the PageGate Admin to match the pattern you enter here. For example, to have only those recipients whose Full Name field begins with Tech show in the recipient list, you would enter Tech here.
Short Name	This field requires the Recipient field of a recipient in the PageGate Admin to match the pattern you enter here. For example, to have only those recipients whose Recipient field begins with oncall show in the recipient list, you would enter oncall here.

Comment1 - Comment4	When creating a recipient in the PageGate Admin, you can specify certain comment fields. This field requires the Comment Field in the Recipient's Settings to match whatever you enter here.
Filter	Clicking on this button will Filter the Recipient list with your criteria.
Close	This will close this option dialog without filtering your Recipient view.

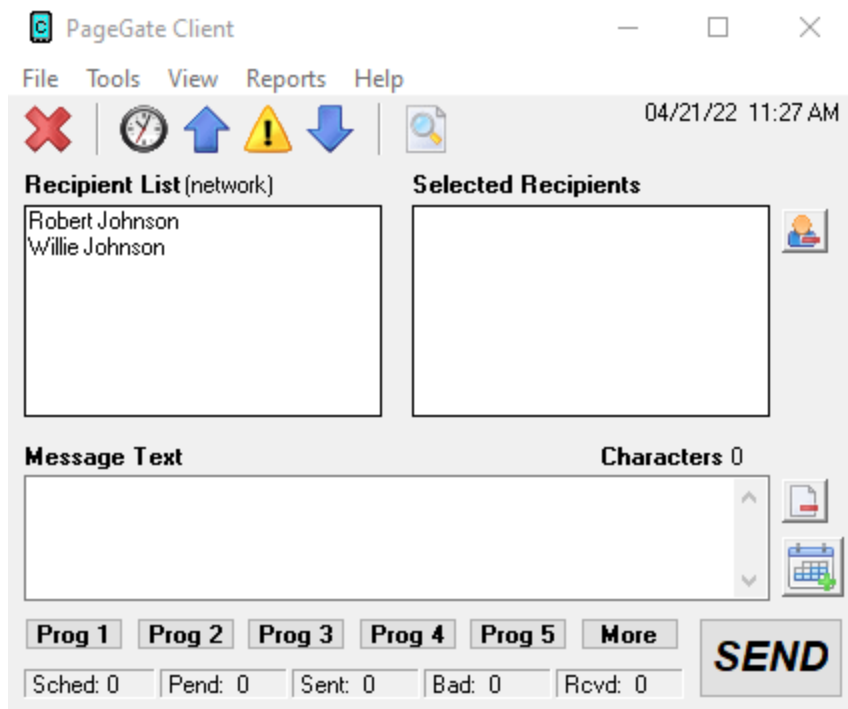
As an example, let's say that this is our recipient list:

The screenshot shows the PageGate Client window. The title bar says "PageGate Client". The menu bar includes "File", "Tools", "View", "Reports", and "Help". The status bar shows the date and time "04/21/22 11:25 AM". Below the menu bar is a toolbar with icons for a red X, a clock, an up arrow, a yellow warning triangle, a down arrow, and a magnifying glass. The main area is divided into two panes: "Recipient List (network)" and "Selected Recipients". The "Recipient List" pane contains a list of names: Bessie Smith, Big Mama Thornton, John Hurt, Morris Day, Robert Johnson, and Willie Johnson. The "Selected Recipients" pane is empty. Below the panes is a "Message Text" area with a text box and a "Characters 0" label. To the right of the text box are icons for a document and a calendar. At the bottom, there are buttons for "Prog 1", "Prog 2", "Prog 3", "Prog 4", "Prog 5", and "More". Below these buttons are status indicators: "Sched: 0", "Pend: 0", "Sent: 0", "Bad: 0", and "Rcvd: 0". A large "SEND" button is on the right.

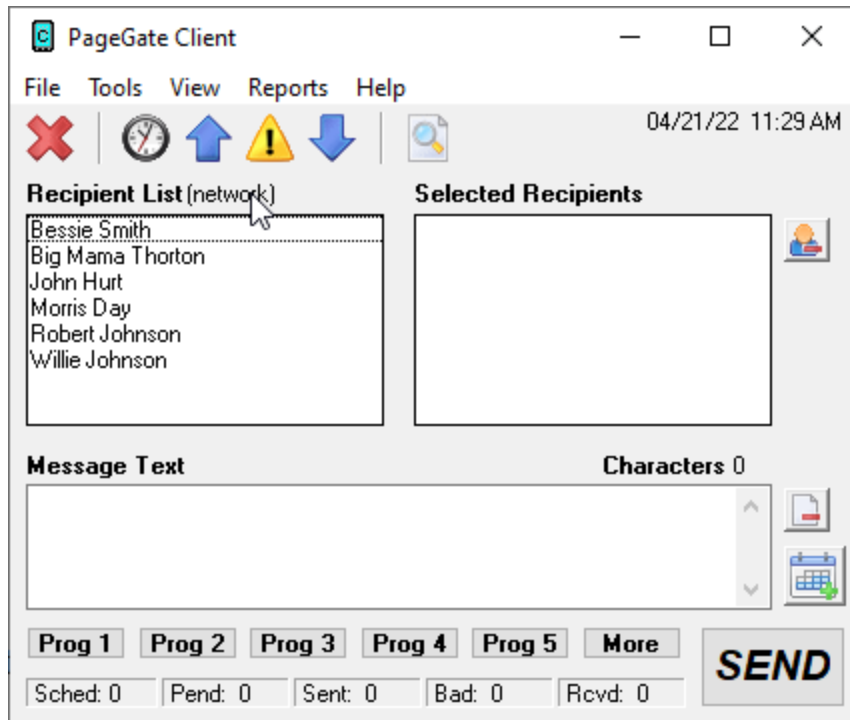
If we set up a filter like this:

The screenshot shows the "Filter Recipients" dialog box. It has a title bar with a close button (X). The dialog contains several input fields: "Full Name" (with the text "Johnson" entered), "Short Name", "Comment1", "Comment2", "Comment3", and "Comment4". At the bottom, there are two buttons: "Filter" and "Close".

That will make the recipient list display only those recipients and groups with 'Johnson' in the Full Name field of their record in the PageGate server's database.

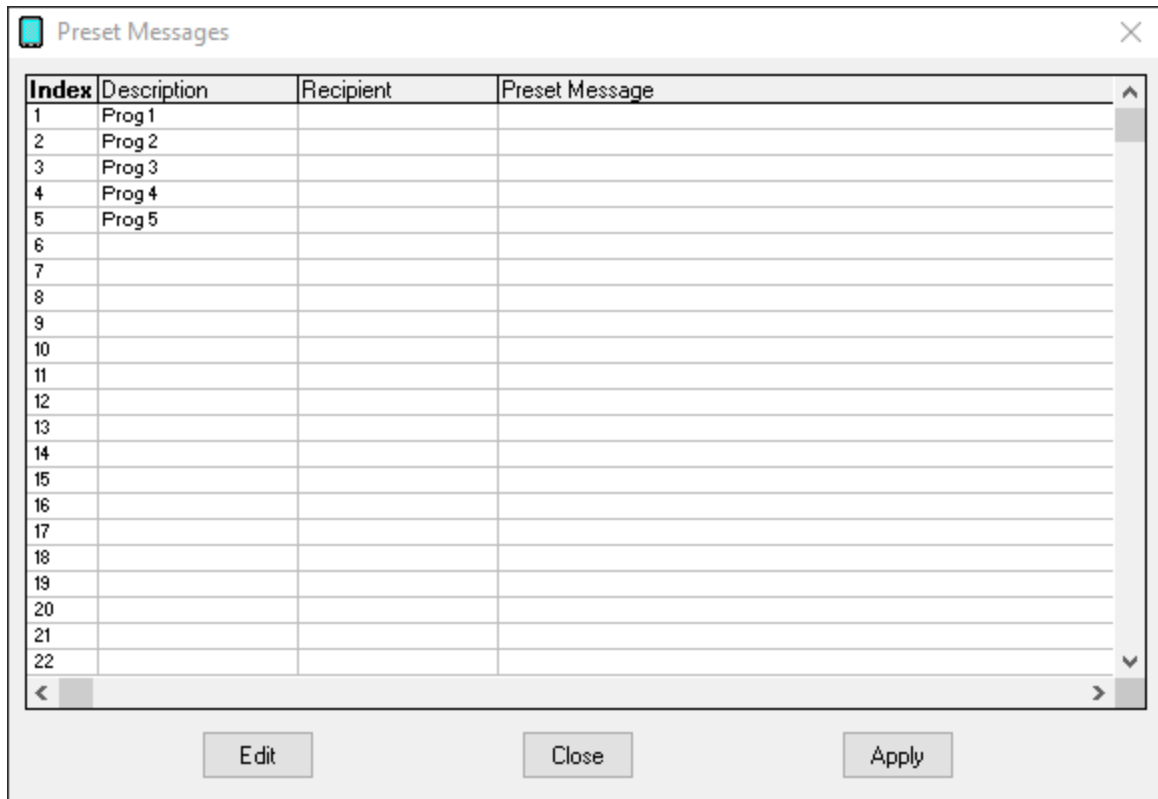


To return to the normal recipient list view, click on the word (network) next to Recipient List.



4.3.3.2 Presets

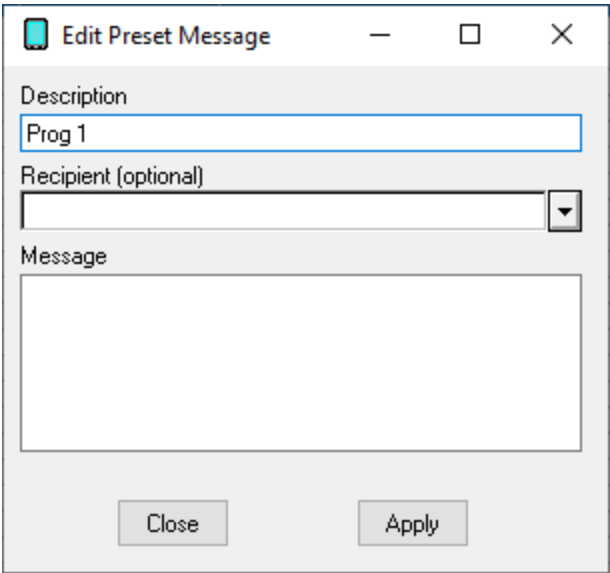
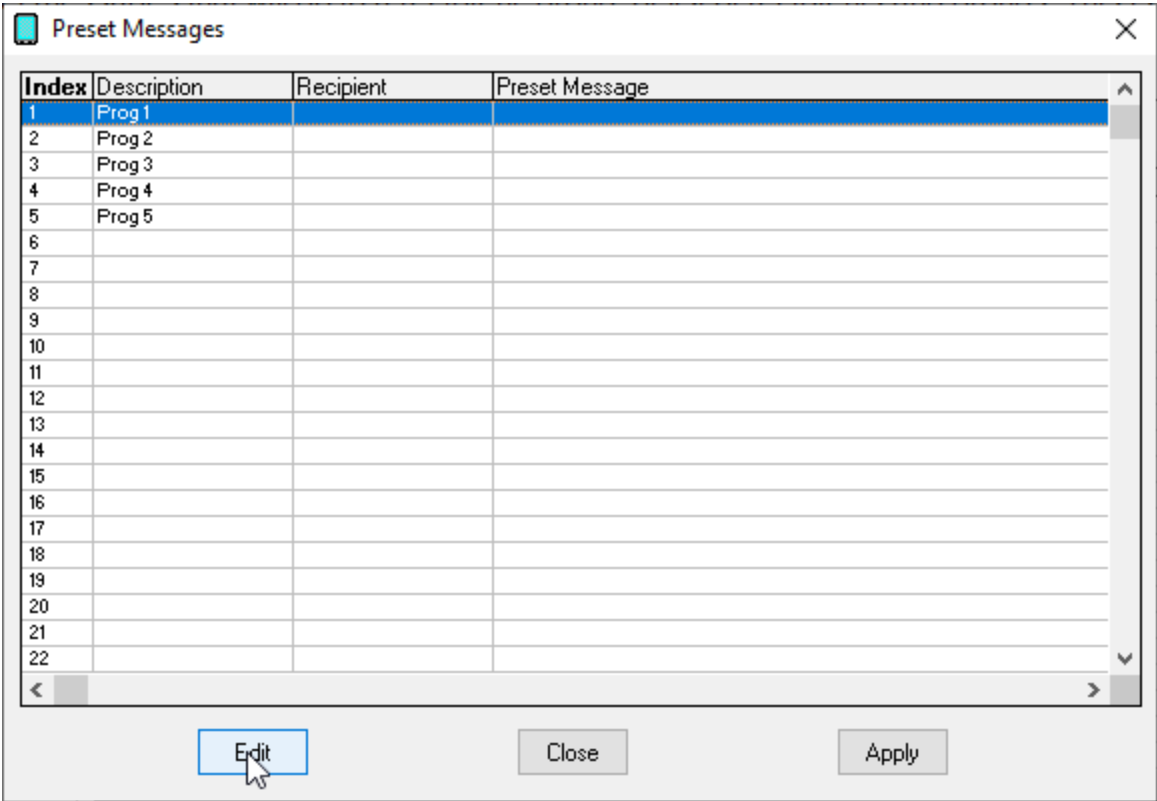
The Presets function allows you to customize and create preset messages that will go to a recipient, group, or list of recipients and groups. This is useful if you need 'canned' messages and don't want to have to type the same message over and over and over.



Index	Description	Recipient	Preset Message
1	Prog 1		
2	Prog 2		
3	Prog 3		
4	Prog 4		
5	Prog 5		
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			

Buttons: Edit, Close, Apply

To modify a preset message, highlight an entry and click Edit.



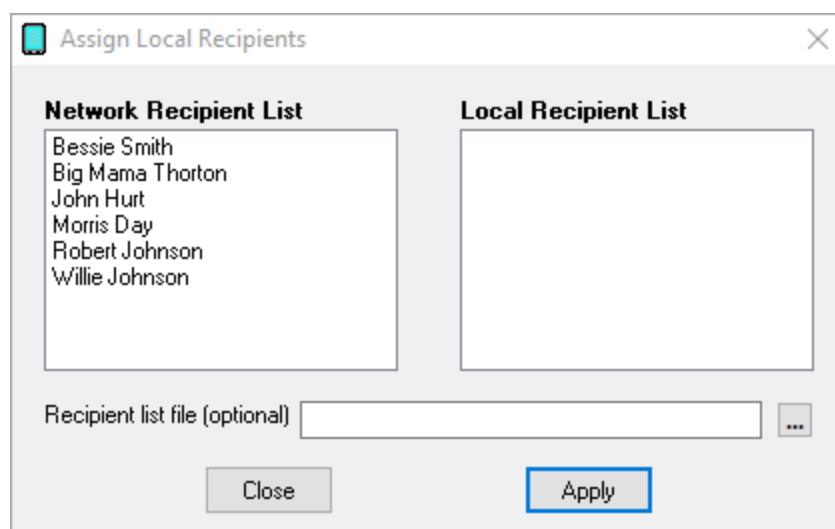
Setting	Function
Description	This field represents a description of this preset message. This field also represents the text displayed in the GUI Client for the first five preset message buttons (Prog 1 through Prog 5, by default).
Recipient (optional)	This field allows you to specify a specific recipient or group this preset message should go to. This saves time by pre-selecting the necessary recipient or group.

Message	This field allows you to specify the body of the message that should be inserted when this preset message is referenced.
Close	This button will close the 'Edit Preset Message' dialog without saving any recently made changes.
Apply	This button will close the 'Edit Preset Message' dialog and will save any recently made changes.

4.3.3.3 Local Recipients

NOTE: If you have a local recipient list configured, it will be the default list displayed each time you start the GUI Client.

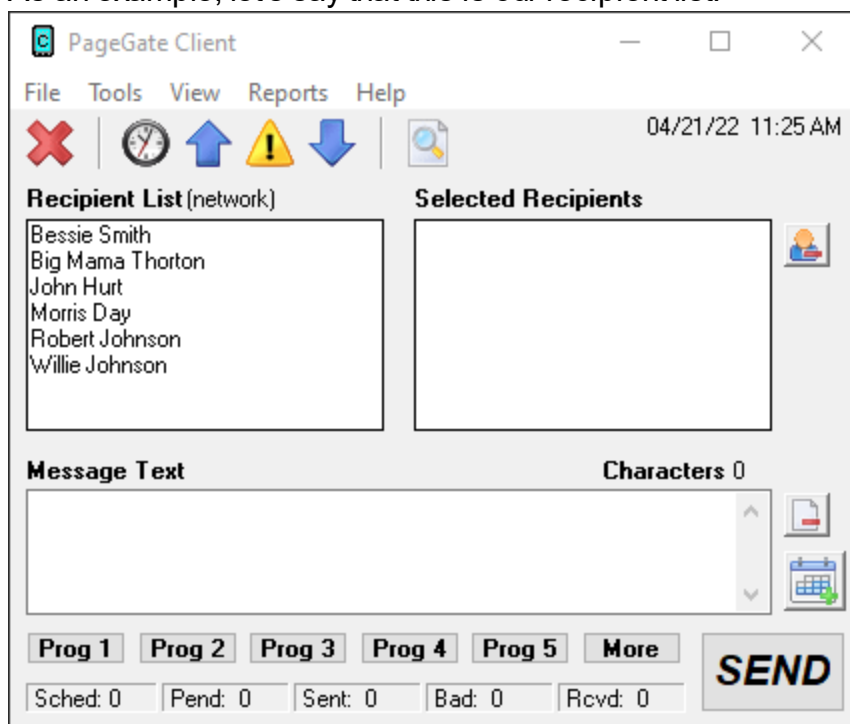
This section allows you a user to customize the list of recipients and groups displayed in the Recipients list, allowing a user to easily switch back and forth between their custom defined list and the master list of recipients and groups they're allowed to see.



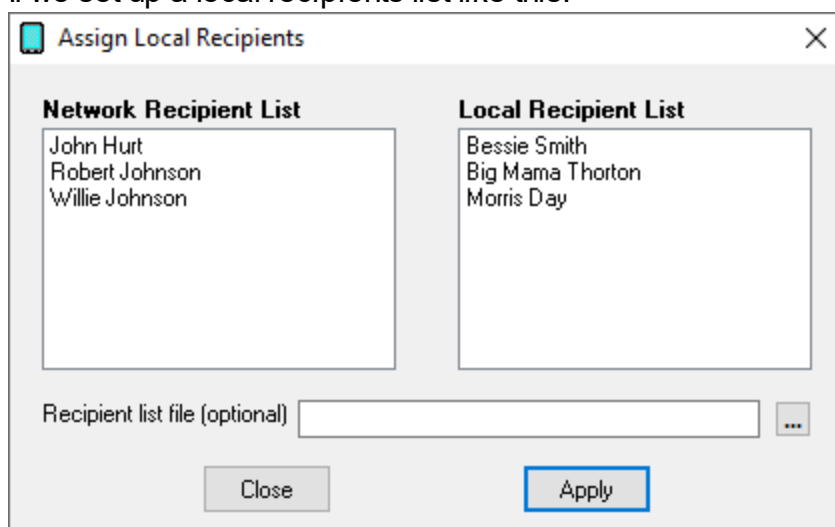
Section	Function
Network Recipient List	This section displays all recipients and groups available to this GUI Client. To move a recipient or group to the 'Local Recipient List' section, click on their name.
Local Recipient List	This section displays the recipients and groups selected for the local recipient list. To move a recipient or group to the 'Network Recipient List' section, click on their name.
Recipient list file	By default, each GUI Client has its own, unique local recipient list. If workstations should share a local recipient list, specify the file path and file name in this field. For example, let's say that we have a shared network location of \PageGateServer\Database\

You could then specify \\PageGateServer\\Database\\localrecipients.txt in this field for all GUI Client you want to share a local recipient list.

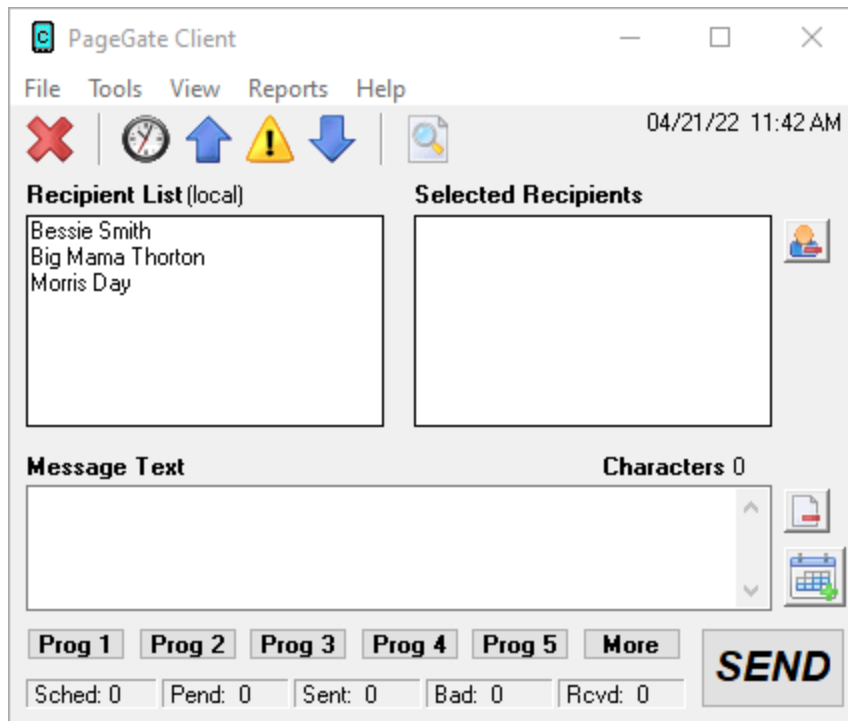
As an example, let's say that this is our recipient list:



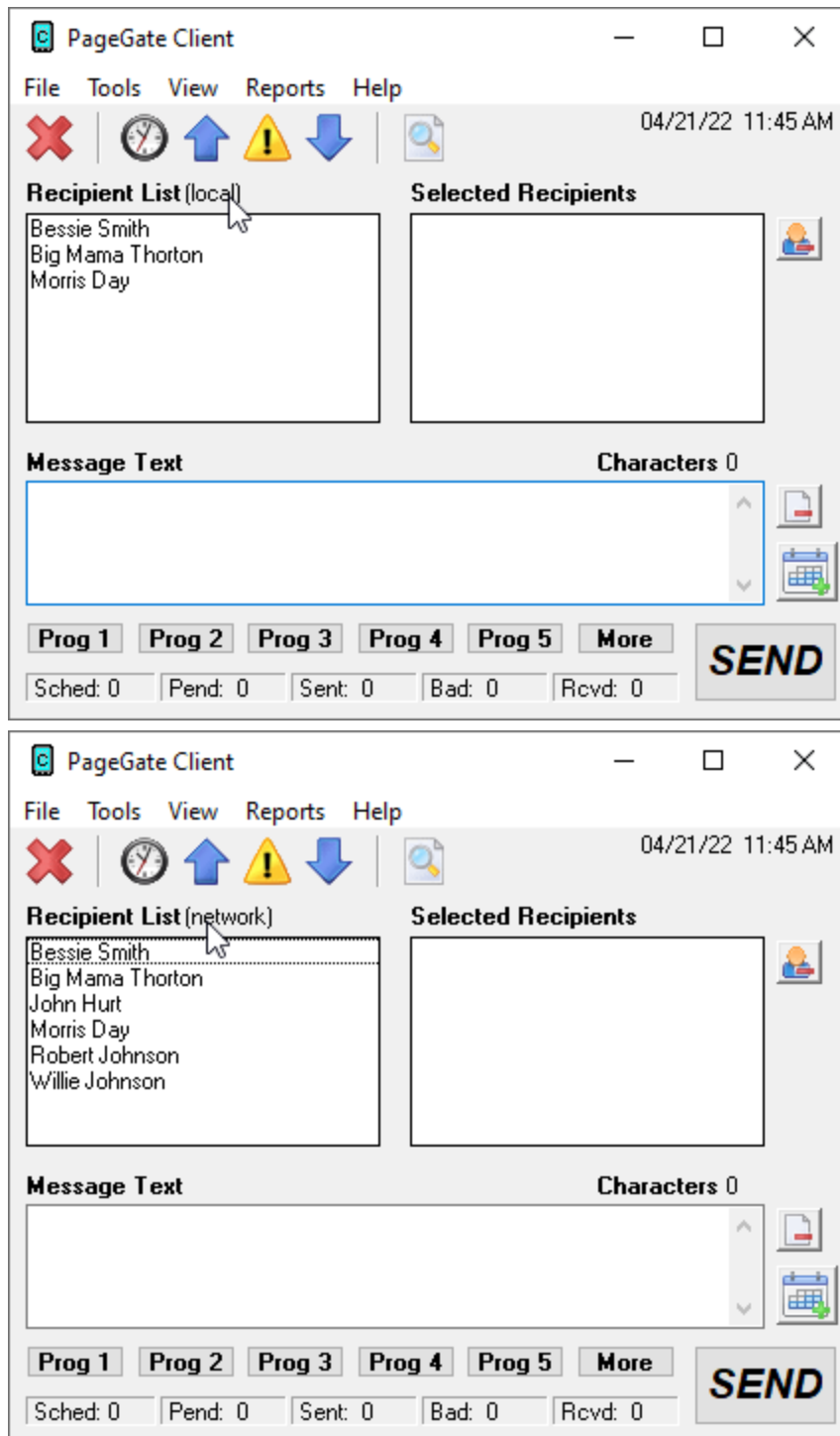
If we set up a local recipients list like this:



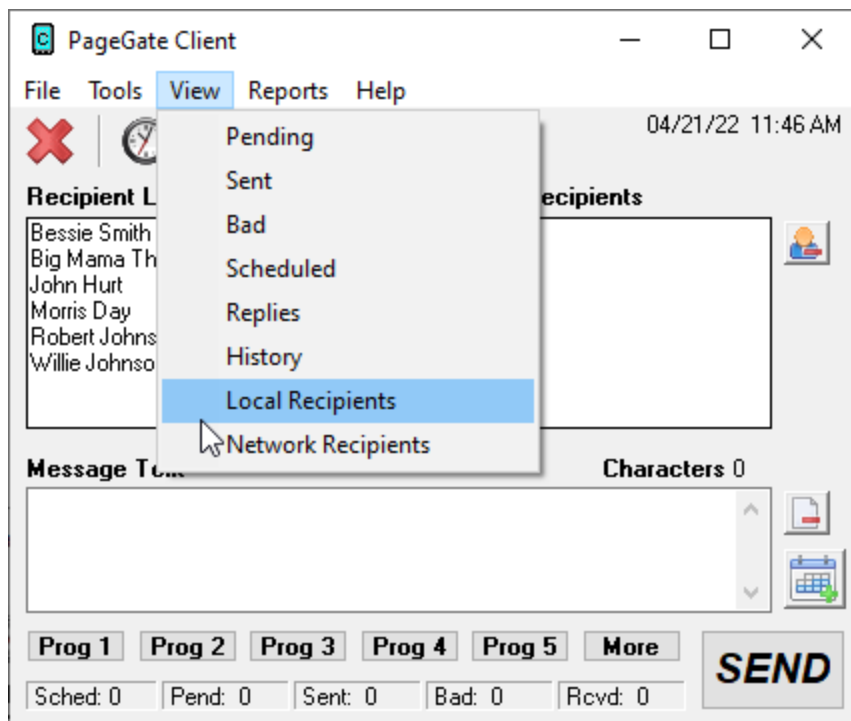
That will make the recipient list display as follows:



To return to the normal recipient list view, click on the word (local) next to Recipient List.

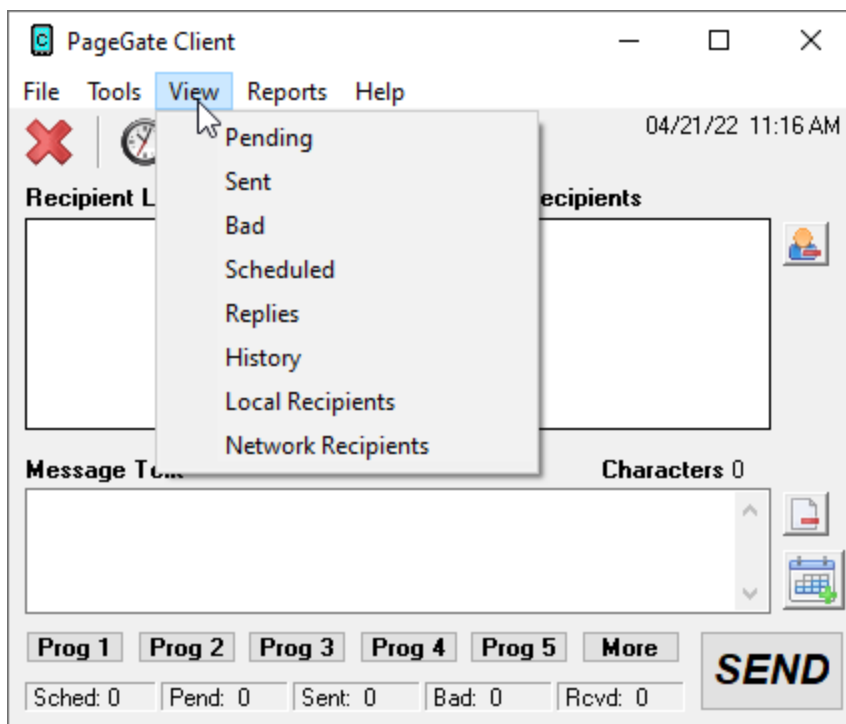


There are also options in the View menu to switch between the local and network recipients lists.



4.3.4 View

This section provides the ability to review messages sent from this workstation and also provides another option for switching between a local recipients list and the network recipients list.



- Pending

This option will display all messages sent from this Client's station number that are in the pending message queue.

- Sent

This option will display all messages sent from this Client's station number that were successfully delivered.

- Bad

This option will display all messages sent from this Client's station number that could not be delivered.

- Scheduled

This option will display all scheduled messages created by this Client's station number.

- Replies

If two-way messaging has been configured, this option will display the replies dialog and allow this workstation to send replies to received messages and message other workstations in a chat style interaction.

- History

This option will display the entire history of messages, good or bad, for this Client's station number.

- Local Recipients

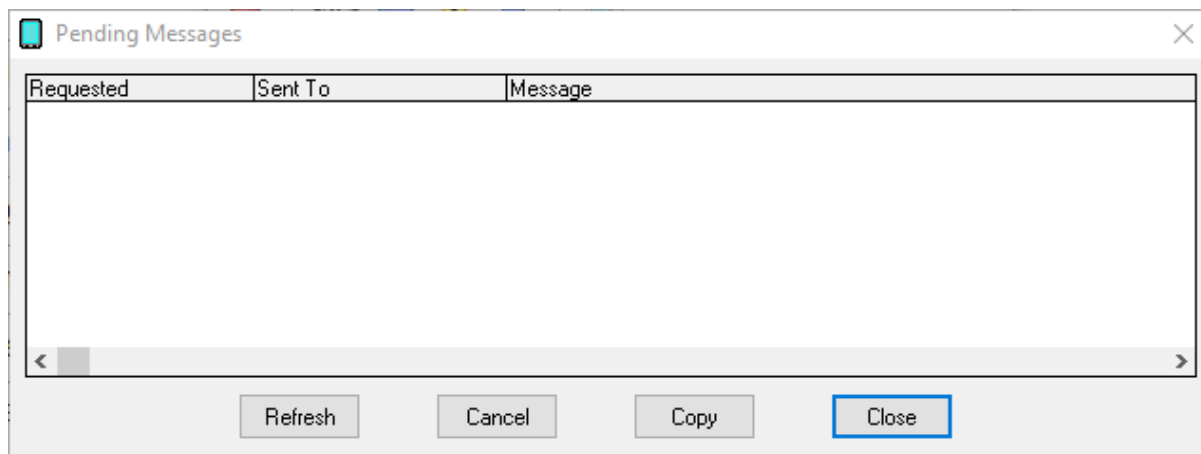
Selecting this option will display any configured local recipient list.

- Network Recipients

Selecting this option will display the full list of recipients and groups available to this Client.

4.3.4.1 Pending

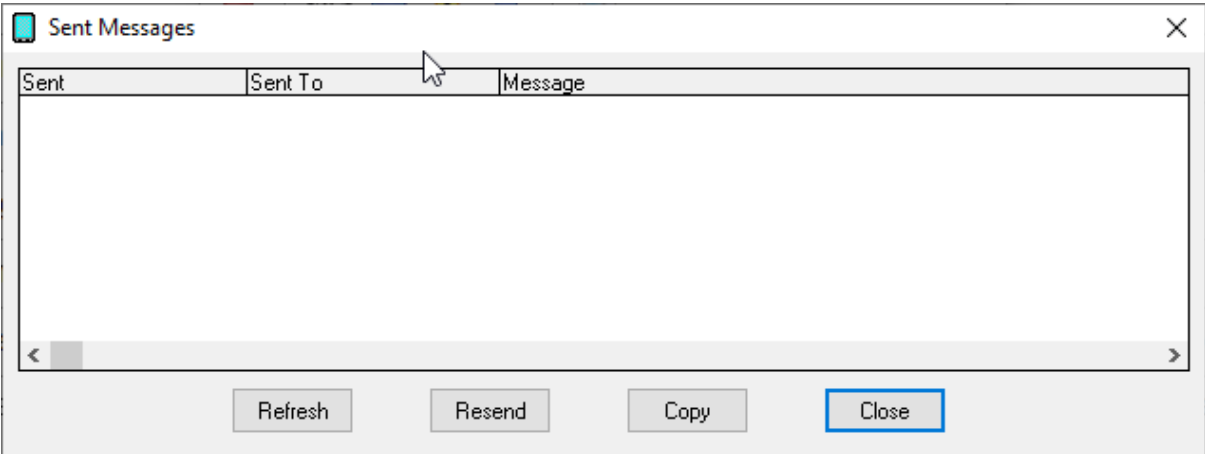
This option will display all messages sent from this Client's station number that are in the pending message queue.



Section	Function
Requested	This column displays the Date and Time at which the pending message was scheduled.
Sent To	This column displays to whom the message was intended.
Message	This column displays the message intended for the recipient or group.
Refresh	Clicking this button will refresh the list of Pending Messages.
Delete	Highlighting a pending message and clicking this button will delete the message from the queue, allowing you to cancel any pending message.
Copy	By highlighting a Pending message and clicking this button, you will be taken back to the main GUI Client interface, the message will be inserted into the Message section and the Selected Recipients will be moved.
Close	This button closes the Pending Messages view.

4.3.4.2 Sent

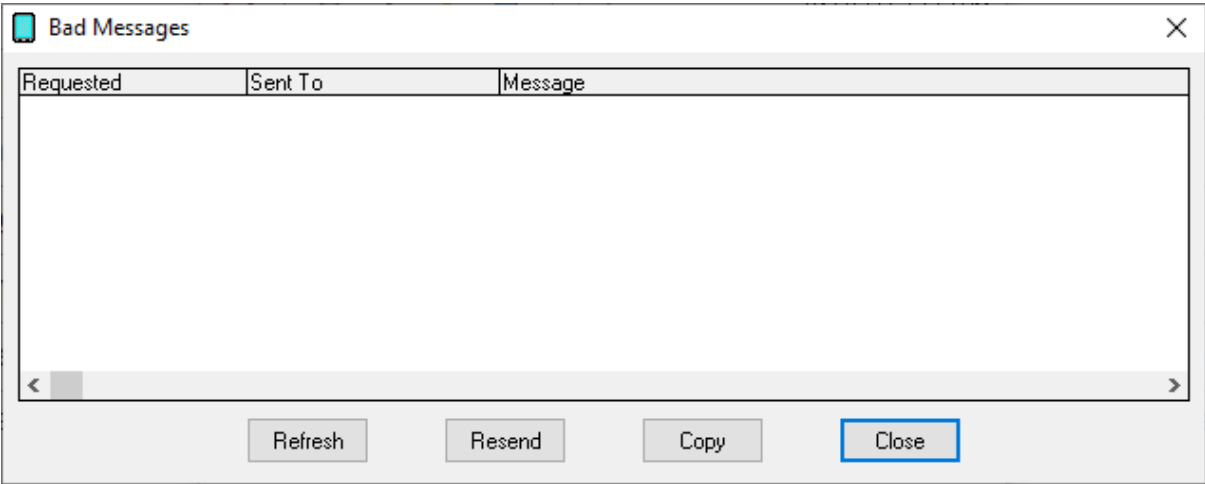
This option will display all messages sent from this Client's station number that were successfully delivered.



Section	Function
Sent	This column displays the Date and Time at which the message was sent.
Sent To	This column displays to whom the message was intended.
Message	This column displays the message sent to the recipient or group.
Refresh	Clicking this button will refresh the list of Sent Messages.
Requeue	Highlighting a failed message and clicking this button will queue this message to the originally specified recipients and groups for immediate delivery.
Copy	By highlighting a Sent message and clicking this button, you will be taken back to the main GUI Client interface, the message will be inserted into the Message section and the Selected Recipients will be moved.
Close	This button closes the Sent Messages view.

4.3.4.3 Bad

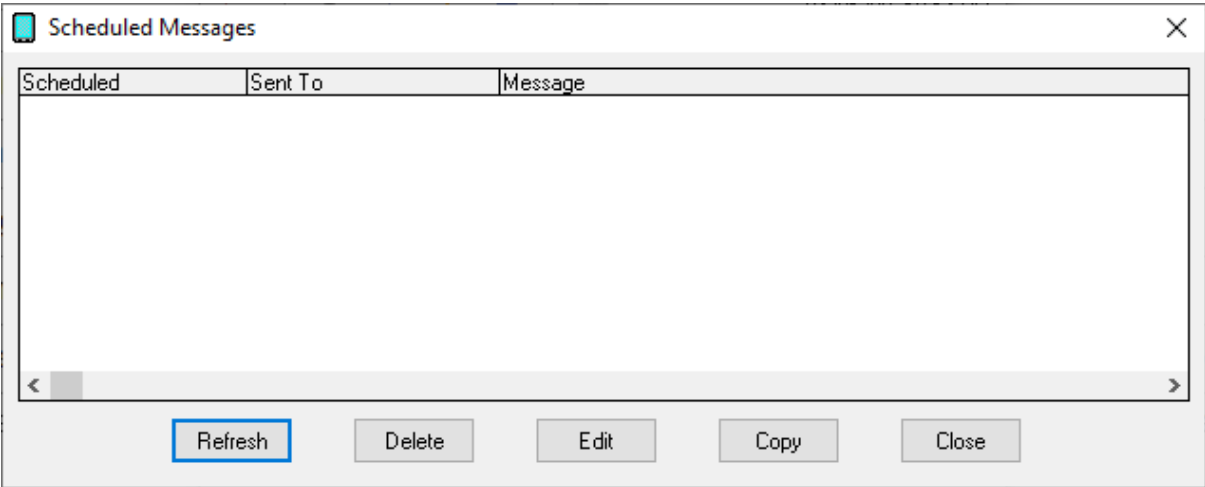
This option will display all messages sent from this Client's station number that could not be delivered.



Section	Function
Request ed	This column displays the Date and Time at which the message failed.
Sent To	This column displays to whom the message was intended.
Message	This column displays the message sent to the recipient or group.
Refresh	Clicking this button will refresh the list of Sent Messages.
Requeue	Highlighting a failed message and clicking this button will queue this message to the originally specified recipients and groups for immediate delivery.
Copy	By highlighting a failed message and clicking this button, you will be taken back to the main GUI Client interface, the message will be inserted into the Message section and the Selected Recipients will be moved.
Close	This button closes the Bad Messages view.

4.3.4.4 Scheduled

This option will display all scheduled messages created by this Client's station number.



Section	Function
Scheduled	This column displays the Date and Time at which the message was scheduled.
Sent To	This column displays to whom the message was intended.
Message	This column displays the message intended for the recipient or group.
Refresh	Clicking this button will refresh the list of Scheduled Messages.
Delete	Highlighting a scheduled message and clicking this button will delete the selected message.
Copy	By highlighting a scheduled message and clicking this button, you will be taken back to the main GUI Client interface, the message will be inserted into the Message section and the Selected Recipients will be moved.
Close	This button closes the Scheduled Messages view.

4.3.4.5 Replies

If two-way messaging has been configured and this workstation's sender name matches a local recipient on the PageGate server, this dialog displays the 'Replies' interface.



Section	Function
Sender	This column displays who or what sent the reply into the workstation.
Received	This column displays the date and time the message was received.
Message	This column displays the message received.
Refresh	Clicking this button will refresh the client's view to display the most recent information.
Resolved	Highlighting a message and clicking this button removes it from the list of messages.
Reply	Highlighting a message and clicking this button attempts to reply to a message. If a reply route does not exist, a warning message will inform the user that a reply can't be made.
Move	Highlighting a message and clicking this button allows a workstation to 'move' a reply to any recipient or group, whether that's another workstation or an actual recipient or group.
Copy	Highlighting a message and clicking this button allows a workstation to copy a message to any recipient or group, whether that's another workstation or an actual recipient or group.
Details	Highlighting a message and clicking this button displays a more detailed view of the message.
Close	Clicking this button closes the window.

4.3.4.6 History

This option will display the entire history of messages, good or bad, for this Client's station number.

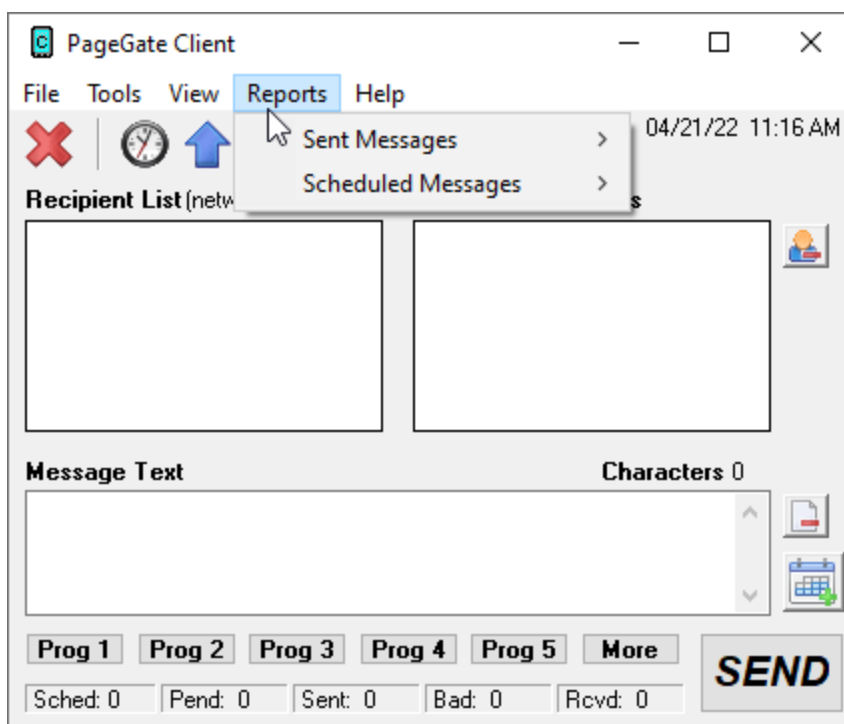


Section	Function
Requested	This column displays the Date and Time at which the message was scheduled.
Sent	This column displays the Date and Time at which the process to deliver the message was completed.
Status	This column displays whether the process to deliver the message was successful or if the message could not be delivered.
Sent To	This column displays to whom the message was intended.
Sent From	This column displays the Sender that queued the message.
Message	This column displays the message intended for the recipient.
Print	Clicking this button will send the Message History Log to the printer.
Clipboard	This button will copy the entire Message History Log to the clipboard and will allow you to paste the message into a text editor or email.
Resend	Highlighting any message and clicking this button will resend this message to the originally specified recipients and groups.

Copy	By highlighting any message and clicking this button, you will be taken back to the main GUI Client interface, the message will be inserted into the Message section and the Selected Recipients will be moved.
Close	This button closes the History Log view.

4.3.5 Reports

This section allows you to run reports on messages sent from any GUI Client that shares a station number with this Client.



- Sent Messages

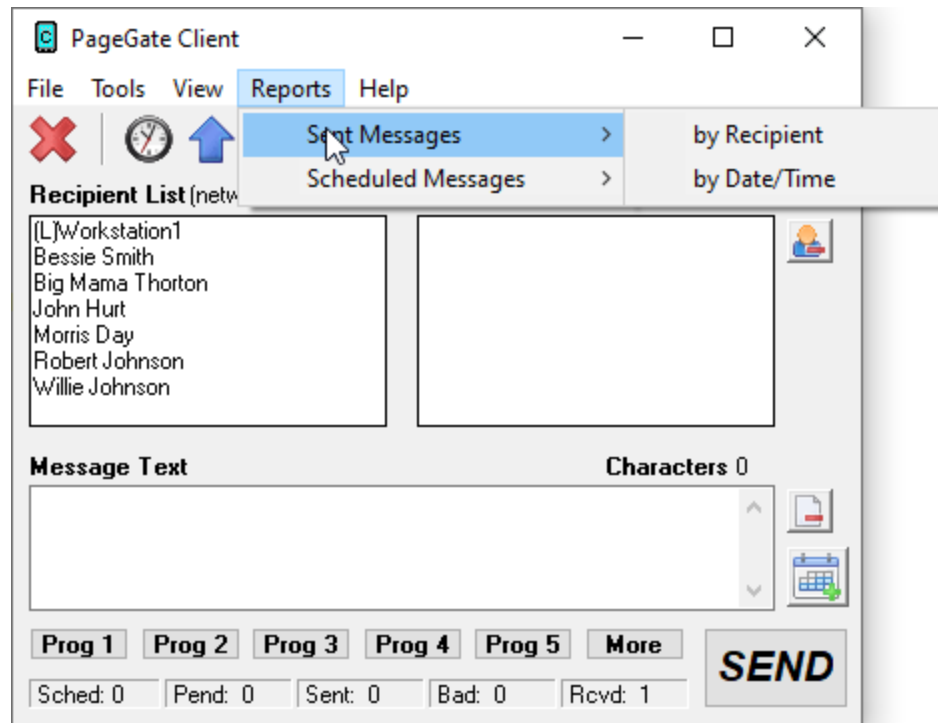
This section allows you to run reports on messages sent from any GUI Client that shares a station number with this Client.

- Scheduled Messages

This section allows you to run reports on scheduled messages created by any GUI Client that shares a station number with this Client.

4.3.5.1 Sent Messages

This section allows you to run reports on messages sent from any GUI Client that shares a station number with this Client.



- Sent Messages by Recipient

This section allows you to run reports based on the recipient or group.

- Sent Messages by Date/Time

This section allows you to run reports on messages in a date and time range.

4.3.5.1.1 By Recipient

Setting	Function
Recipient(s)	You can select a single recipient or group or leave the (ALL) option highlighted to run a report on all recipients and groups. To select multiple recipients and groups, Ctrl+left click on each item you want to select.
Start Date	The beginning date of the date range the report should show.
End Date	The ending date of the date range the report should show.
Start Time	The beginning time of the time range the report should show.
End Time	The beginning time of the time range the report should show.
Summary, Details, Totals Only	<ul style="list-style-type: none"> • <u>Summary</u> Selecting this option will give a brief overview of the information requested • <u>Details</u> Selecting this option will include all possible information requested. • <u>Totals Only</u>

	Selecting this option will only output the number of messages reported on without giving any information about the messages themselves.
All Msgs, Good Msgs, Bad Msgs	<ul style="list-style-type: none"> • <u>All Msgs</u> Selecting this option will run the report on all messages, good or bad. • <u>Good Msgs</u> Selecting this option will only report on messages that were delivered. • <u>Bad Msgs</u> Selecting this option will only report on messages that could not be delivered.
Print Report	This option allows you to print the report to a selected printer.
Preview	When this option is enabled, before the report is actually printed, you are shown the details of the report and can choose to either close the preview, in which case nothing is printed, or print the report.
Zero Values	Enabling this option will include results that have a value of 0. This option is disabled by default.
Write report to file	When this option is enabled, the report is written to a file of your specification and name instead of queued to the printer.

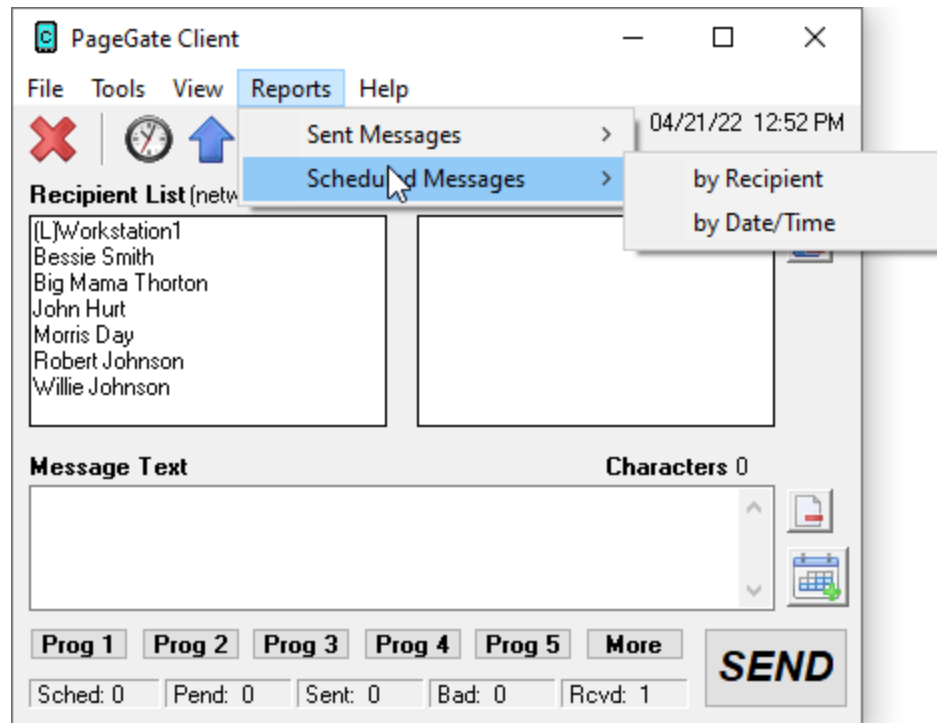
4.3.5.1.2 By Date/Time

Setting	Function
Start Date	The beginning date of the date range the report should show.
End Date	The ending date of the date range the report should show.

Start Time	The beginning time of the time range the report should show.
End Time	The beginning time of the time range the report should show.
Summary, Details, Totals Only	<ul style="list-style-type: none"> • <u>Summary</u> Selecting this option will give a brief overview of the information requested • <u>Details</u> Selecting this option will include all possible information requested. • <u>Totals Only</u> Selecting this option will only output the number of messages reported on without giving any information about the messages themselves.
All Msgs, Good Msgs, Bad Msgs	<ul style="list-style-type: none"> • <u>All Msgs</u> Selecting this option will run the report on all messages, good or bad. • <u>Good Msgs</u> Selecting this option will only report on messages that were delivered. • <u>Bad Msgs</u> Selecting this option will only report on messages that could not be delivered.
Print Report	This option allows you to print the report to a selected printer.
Preview	When this option is enabled, before the report is actually printed, you are shown the details of the report and can choose to either close the preview, in which case nothing is printed, or print the report.
Write report to file	When this option is enabled, the report is written to a file of your specification and name instead of queued to the printer.

4.3.5.2 Scheduled Messages

This section allows you to run reports on scheduled messages created by any GUI Client that shares a station number with this Client.



- Scheduled Messages by Recipient

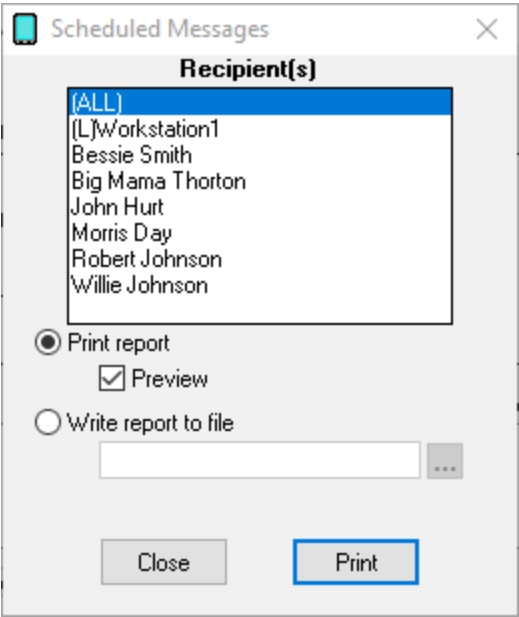
This section allows you to run reports based on the recipient or group.

- Scheduled Messages by Date/Time

This section allows you to run a report of all scheduled messages created by any GUI Client that shares a station number with this Client.

4.3.5.2.1 By Recipient

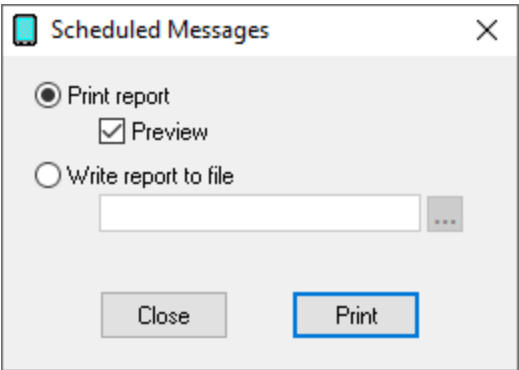
This section allows you to run reports based on the recipient or group.



Setting	Function
Recipient(s)	You can select a single recipient or group or leave the (ALL) option highlighted to run a report on all recipients and groups. To select multiple recipients and groups, Ctrl+left click on each item you want to select.
Print Report	This option allows you to print the report to a selected printer.
Preview	When this option is enabled, before the report is actually printed, you are shown the details of the report and can choose to either close the preview, in which case nothing is printed, or print the report.
Write report to file	When this option is enabled, the report is written to a file of your specification and name instead of queued to the printer.

4.3.5.2.2 By Date/Time

This section allows you to run a report of all scheduled messages created by any GUI Client that shares a station number with this Client.

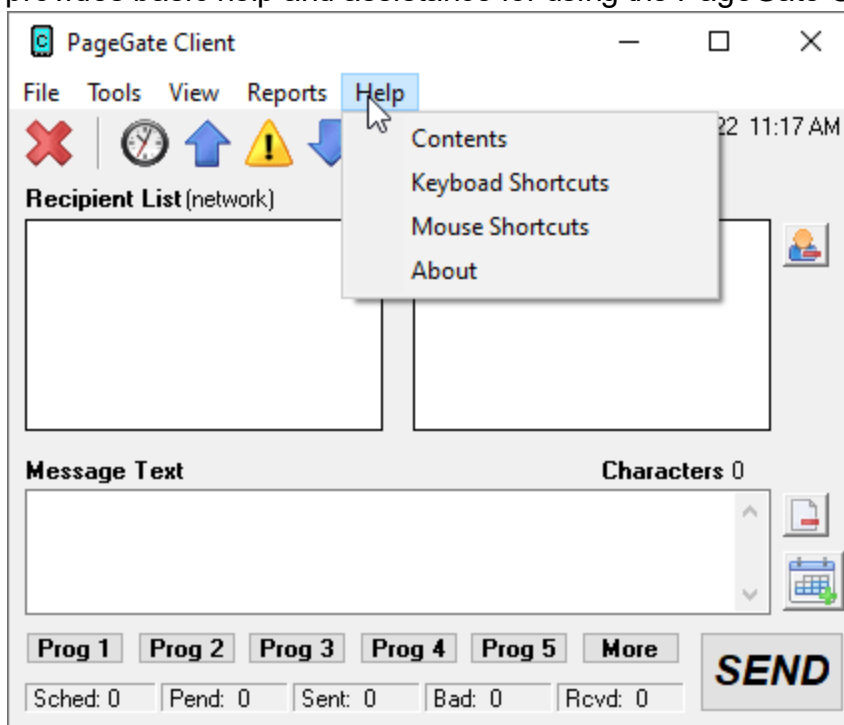


Setting	Function
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Print Report	This option allows you to print the report to a selected printer.
Preview	When this option is enabled, before the report is actually printed, you are shown the details of the report and can choose to either close the preview, in which case nothing is printed, or print the report.
Write report to file	When this option is enabled, the report is written to a file of your specification and name instead of queued to the printer.

4.3.6 Help

This section provides basic help and assistance for using the PageGate Client.



- Contents

This section will open the help file.

- Keyboard Shortcuts

This section will display all keyboard shortcuts that can be used with the PageGate Client.

- Mouse Shortcuts

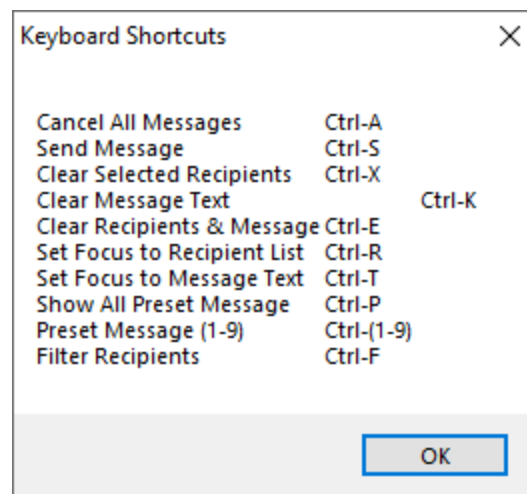
This section will display all mouse shortcuts that can be used with the PageGate Client.

- About

This section displays version and registration information for this installation of the PageGate Client.

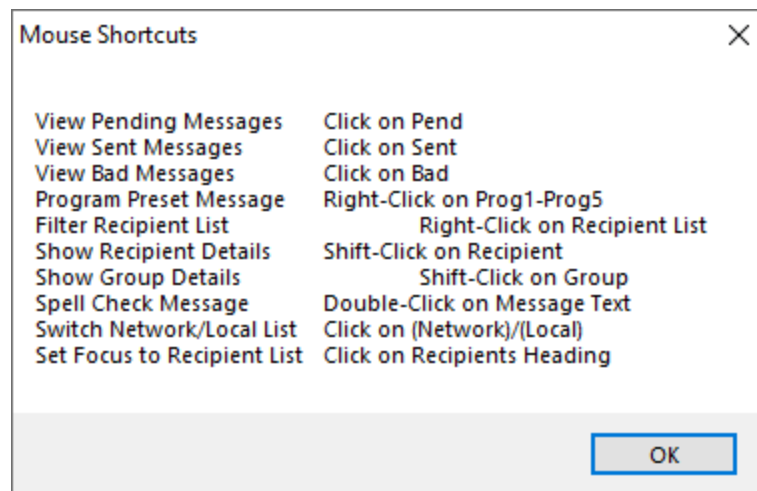
4.3.6.1 Keyboard Shortcuts

This section displays all keyboard shortcuts that can be used with the PageGate Client.



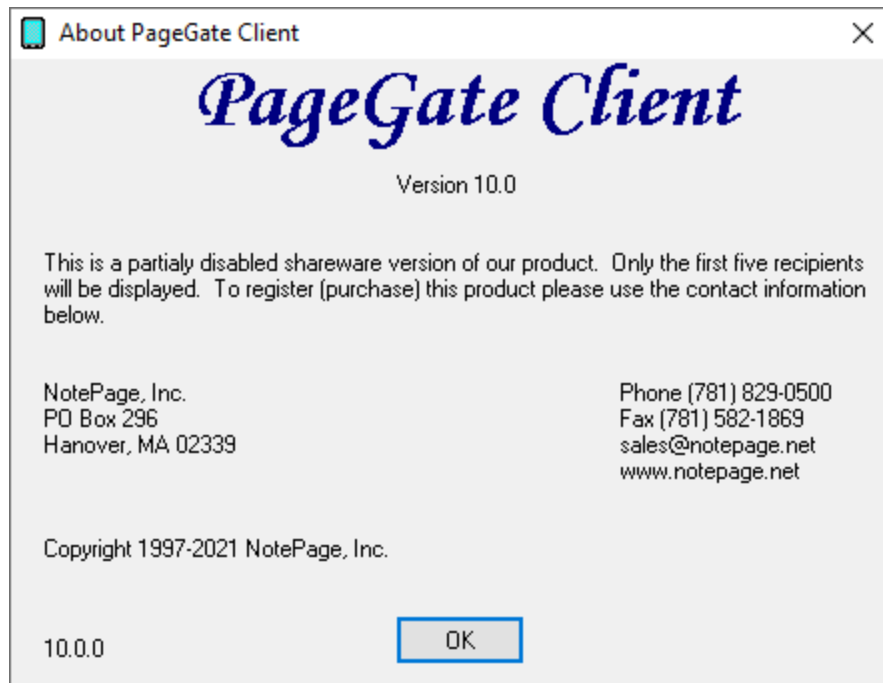
4.3.6.2 Mouse Shortcuts

This section displays all mouse shortcuts that can be used with the PageGate Client.

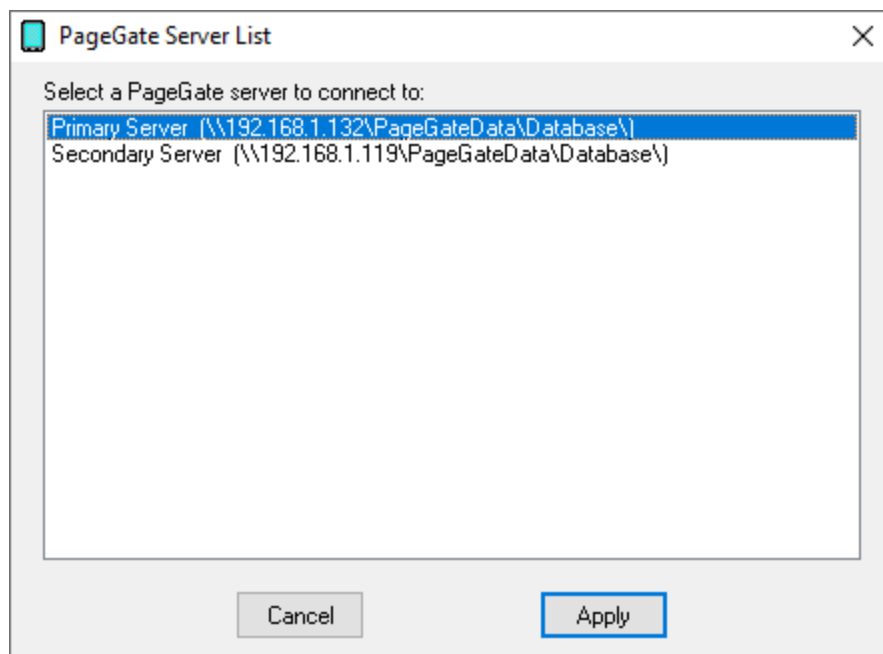


4.3.6.3 About

This section displays version and registration information.



4.4 Using a Single GUI Client with Multiple Servers



It is possible for the PageGate Client reference more than one PageGate server, though not simultaneously. If you provide the appropriate list of paths, the GUI Client will prompt the user for which server to connect to.

- 1) Run Notepad or your preferred text editor.

2) On each line of the file, specify the following:

ServerName, UNC or Mapped Drive path to a PageGate server's database.

Examples:

Primary Server,\\192.168.1.132\PageGateData\Database\

Secondary Server,\\192.168.1.119\PageGateData\Database\

3) Save the file in the PageGate Client program directory and name it 'serverlist'. You may want to verify that your text editor is saving the file with a .txt extension as the full file name needs to be 'serverlist.txt'.

If the file is present and formatted correctly, you'll receive a prompt for the server to connect to when the GUI Client is launched.