

WEBIS TOOLBOX

Version 3.1 - 2006



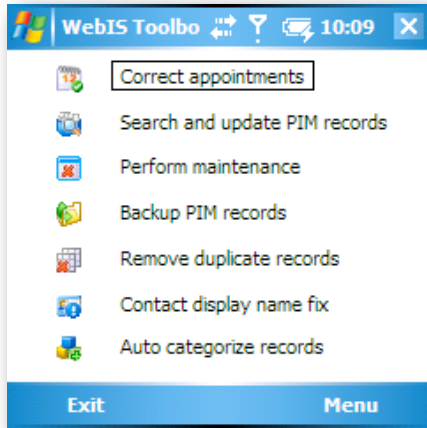
WEB INFORMATION
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Installation/Setup

Run the desktop installer which will install Toolbox to your Pocket PC. It is safe to install anywhere. After installation, WebIS Toolbox will be located in your Programs section. Toolbox has a 15 day trial and during that 15 day trial any Toolbox action will not save its final result. Once registered, Toolbox actions save their changes.

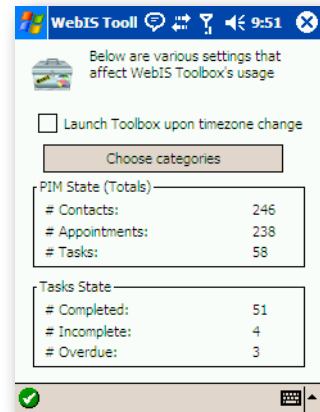


Main Menu of Toolbox

Toolbox’s main menu gives you quick access to all the main features of the software. Simply tap on the associated icon to run the tool of your choice. To exit out of Toolbox, just press the green check at the bottom of the screen. To force Toolbox to only work on a subset of PIM data filtered by category, choose the Tool icon at the bottom to enter the Settings screen.

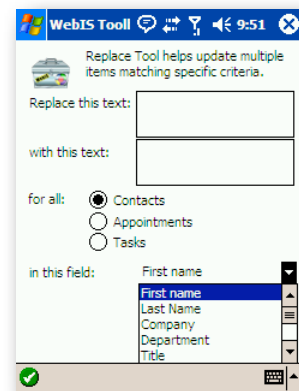
Settings

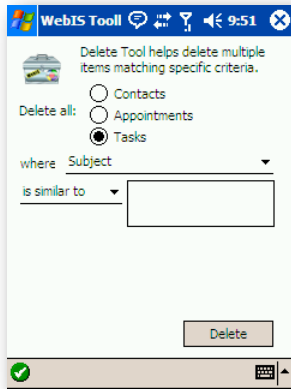
Access this dialog box in the the Tools menu at the bottom. This dialog box lets you set settings such as the categories that Toolbox will limit itself to work on. It also shows the statistics for your databases as well as a setting to automatically launch on timezone changes.



Delete and Replace Tool

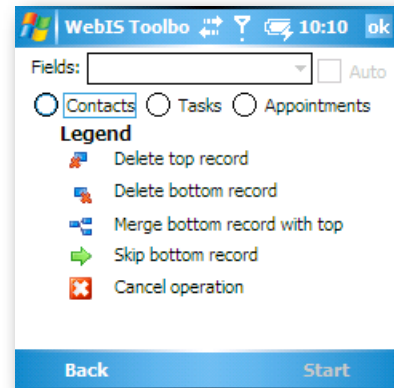
The replace tool allows you to search your contacts/appointments/tasks and replace text. Toolbox 3.0 also supports wildcards so you can look for anything using the “*” wildcard character. The delete tool works similarly.





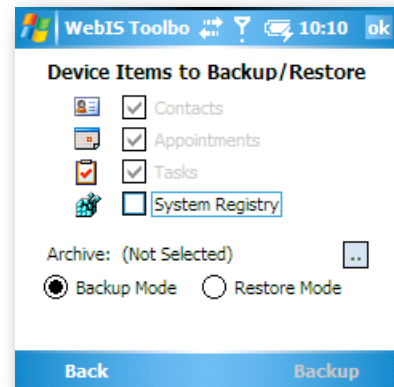
Duplicate Remover

The Duplicate Remover enumerates through all of your contacts/tasks/appointments using a complex algorithm to find and merge, delete, or keep duplicates. You can choose to check duplicates on name, all fields, or name with work/home locations.



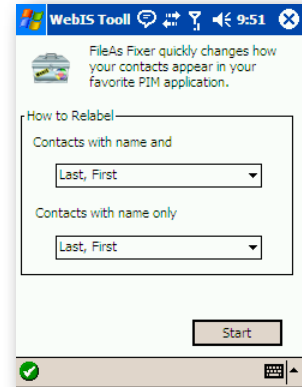
Backup Tool

The backup tools provides the ability to backup or restore your PIM data with a master password for added security.



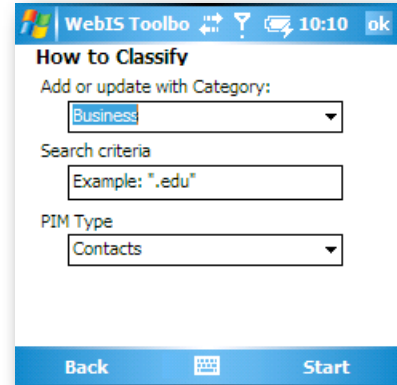
FileAs Fixer Tool

The FileAs field in the Contacts folder is the field which most applications on the Pocket PC use to sort and find a contact on. Many times you have a specific format that you wish to use. The FileAs fixer will run through your entire Contacts folder and fix the FileAs field to match up to the way you want it to.



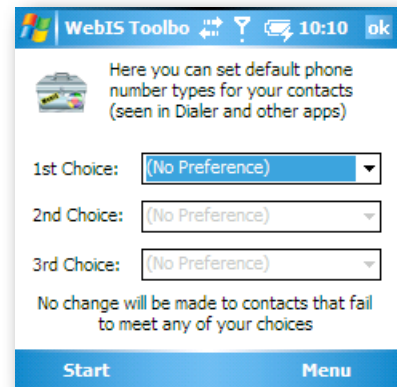
Auto-classification Tool

Sometimes you want a simple way to classify all contacts with a certain bit of info into a specific category. For example, you could look for all Contacts with a company name of “Microsoft” and classify them as “Vendor”.



Default Phone Number

Contact records have multiple phone numbers associated with them. By default, the Contacts applications will load the numbers in a certain order. You can choose which phone number to display or dial by default for a specific contact within the Contacts application by tapping on the blue letter on the right hand side and picking the number from the popup menu. However in many cases you may want to set the default phone numbers for all your contacts based on your needs. This tool runs through all of your contacts and sets the default phone number according to your 1st, 2nd, and 3rd choices.



What does the Correct Time part of Toolbox do?

Currently, Microsoft's Pocket Outlook application for Windows Mobile treats the starting times of all appointments as being relative to Greenwich Mean Time. So, when you travel with your Pocket PC, and you change time zones, all of your appointments appear to start at the wrong time...

The problem this presents is most clearly illustrated with this example...

Let's say an Outlook user lives in California (Pacific Time Zone) and creates an appointment entry for 8:00 AM while in their home time zone. Then, the user travels to New York (Eastern Time Zone) and updates the clock on Windows CE to reflect their "visiting city time zone." Pocket outlook, in turn, reacts by adjusting time of all appointments forward by 3 hours; for example, that 8:00 AM appointment is now suddenly moved to 11:00 AM.

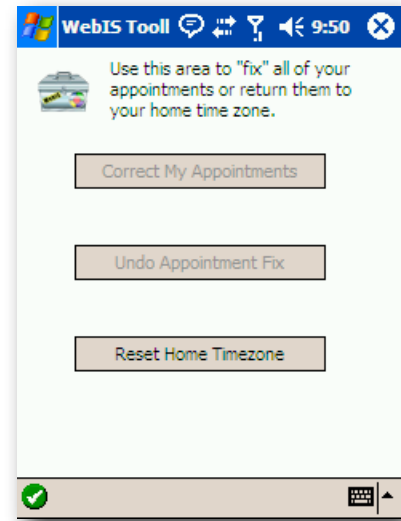
The problem here, of course, is that the 8:00 AM appointment created back in California should have been treated as an appointment that occurred at 8:00 AM local time! Regardless of where the user was, the appointment should have been updated to reflect the new time zone. The result of this trouble? Our user will definitely miss his appointment -- by 3 hours in fact!

WebIS Toolbox© for Windows CE fixes this problem by undoing the "work" that Pocket Outlook does. With WebIS Toolbox© installed, no traveling CE user will ever have to be worried about this problem again.

Just change your time zone as you normally would, and then run WebIS Toolbox©. Moments later, all of your appointments appear at the correct start times... it's that easy. And, just so there's no risk involved, WebIS Toolbox© makes multiple backups of your Pocket Outlook data.

If I am in my Visiting City, and I create an appointment for my Home City, how will it look when I get Home? Simply put, WebIS Toolbox frees you from having to think about cities and time zones. With WebIS Toolbox, all of your appointments -new and old- are treated as "local time".

In other words, if you are in Vienna, and you need to create a London appointment, you would enter your new appointment to start at, say, 11:00. When you arrive in London, you'd change your city/time zone, and then run WebIS Toolbox. Your 11:00 appointment is still an 11:00 appointment, thanks to WebIS Toolbox.



Similarly, if you're in London, and you want to create a Vienna appointment for 10:00, just go ahead and enter it as 10:00. When you return to Vienna, adjust your city/time zone, and run Toolbox. Your 10:00 appointment is still a 10:00 appointment, thanks to Toolbox.

How to use the Correct Time command

In short, here's what you do (let's say you're home is TZ is EST and your visiting TZ is PST)

1. System time is EST on the Pocket PC.
2. Run Toolbox. Press "Reset Home Timezone"
3. Exit Toolbox. Change the Pocket PC system time to PST
4. Run Toolbox. Press "Correct My Appointments"

... Enjoy your trip ...

1. Return home from your trip
2. Change system time to EST on Pocket PC
3. Run Toolbox. Press "Undo Appointment Correction"

Voila--your appointments have been restored.