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Prospect City is proud to introduce its latest innovation provided by Pidgin, formerly known as Gaim. Pidgin's instant messaging software, Jabber, is hosted privately through Prospect City's technology division, Superblock. Jabber is unique in several ways:


- √ Jabber is hosted through our Prospect City Superblock server system, allowing for integration with other services we provide, including VOIP phone services. (As you use your phone, Jabber will automatically display for others that you are on the phone. When you hang up, Jabber will indicate you are available.)
- √ Jabber is exclusive for your business. A closed loop system, it is used internally within your organization and is private. (Naming conventions are proprietary, removing issues faced when using public IM systems such as AOL, MSN, Yahoo! and others.)
- √ Jabber is private, but with permission can interact with outside public services such as AOL, MSN, Yahoo! and others.

To download Jabber to your desktop PC running MS Windows, please follow the instructions below.



DOWNLOAD AND INSTALL JABBER

Go to <http://pidgin.im/pidgin/download/windows/>

Click on the download link, or the  symbol.

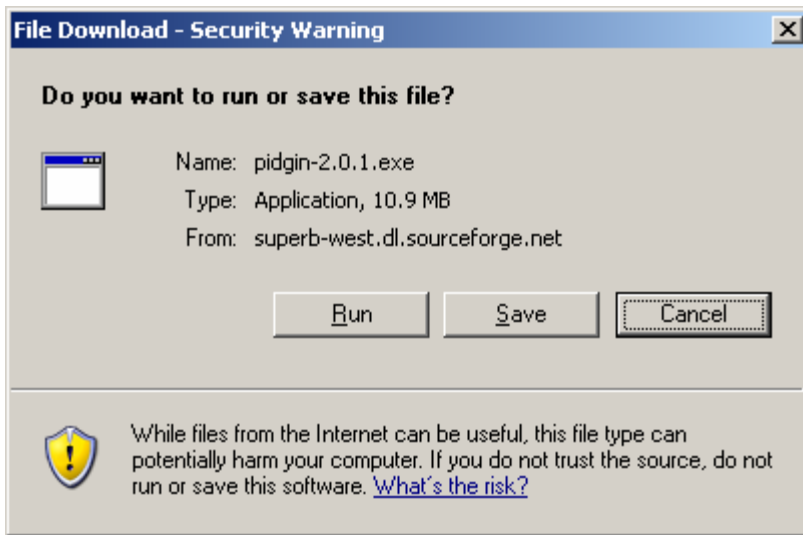
After clicking, you will be taken to a Sourceforge.net website to begin the download. If your download does not begin automatically, look for the message under your Internet Explorer toolbar:

 To help protect your security, Internet Explorer blocked this site from downloading files to your computer. Click here for options...

Click on it once to get the menu:

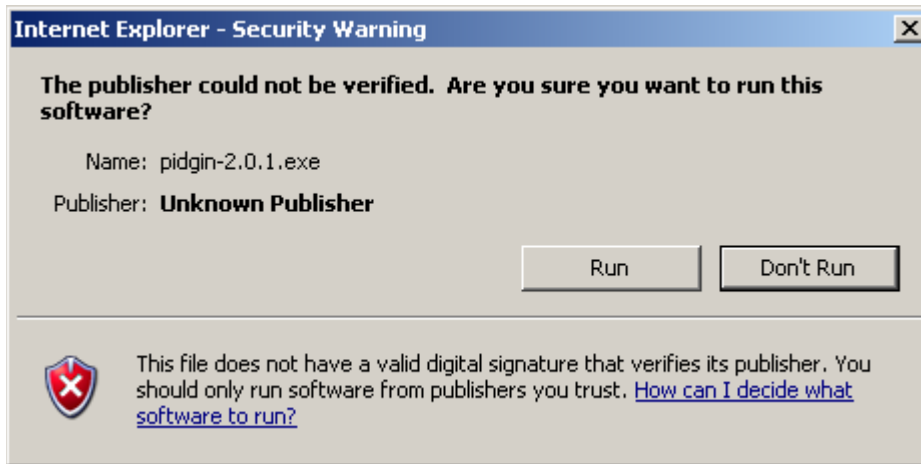


Click on the "Download File..." link.
A download window will appear on your screen:



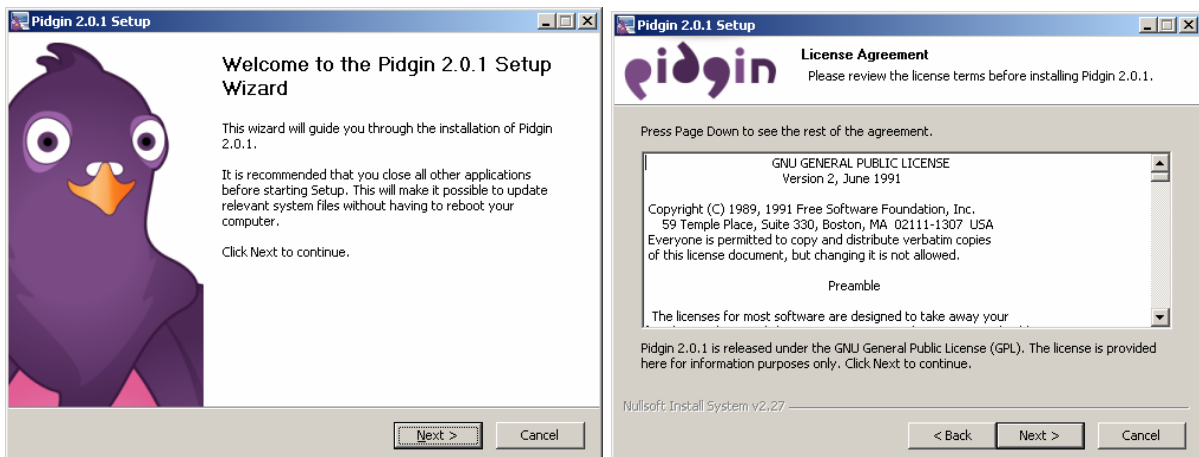
Click Run.

After the download is complete, you will see the following popup:

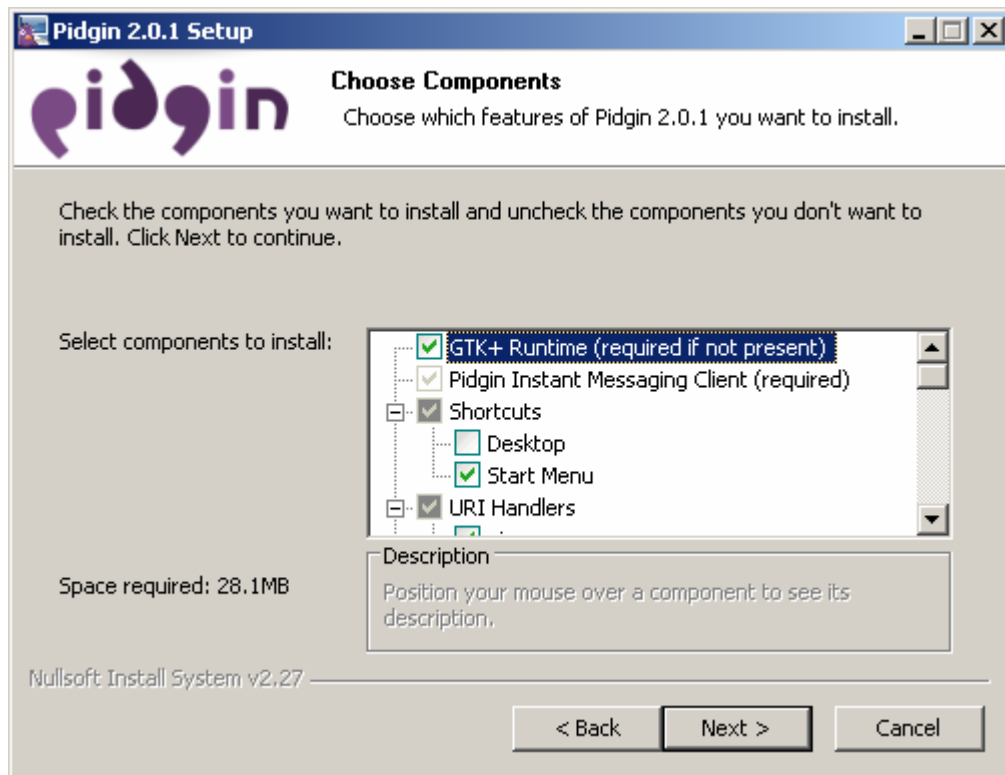


Click Run.

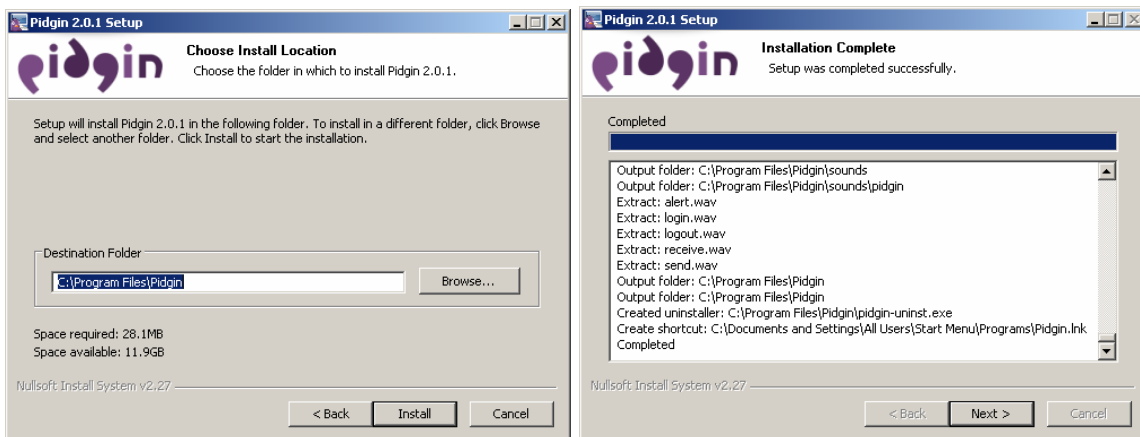
Follow the setup prompts as shown below:



On the popup shown below, be sure to check GTK+ Runtime. Also, be sure the box labeled “Start Menu” is also checked. This will ensure Jabber is loaded automatically at startup on your computer.



Complete the rest of the loading prompts,



After loading is complete, you will be prompted to set up your account.

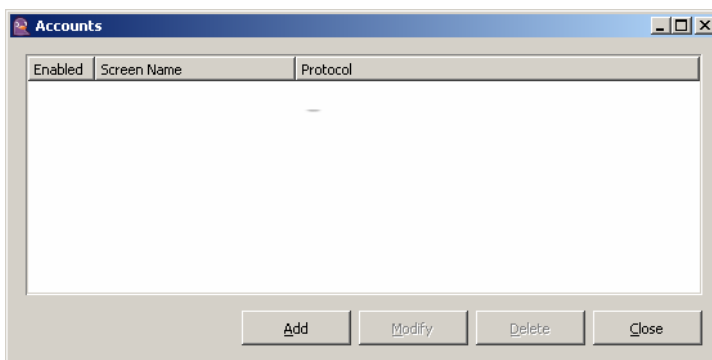
To set up your account:

SETTING UP YOUR JABBER USER ACCOUNT

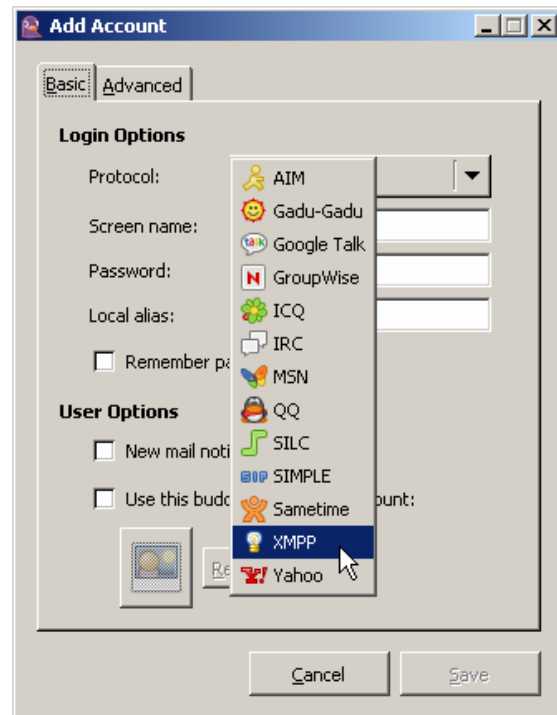
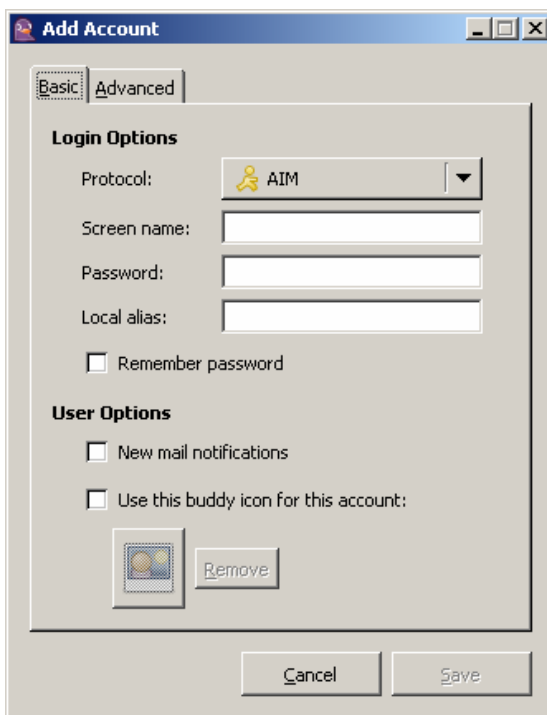
When Jabber loads, you should see a box in the lower right corner of your screen:



To set up a new account, click Accounts, then Add/Edit.



To add a new account, click Add. From the Protocol list, select XMPP.



In addition to the protocol, set the following parameters on the screen (below)

Screen name = email name (your email without the @ and domain.com)

Domain = your domain (your website.com)

Resource = Company name

Password = your email account password

Check "Remember Password" to automatically sign in.

Add Account

Basic | Advanced

Login Options

Protocol: XMPP

Screen name: Cuellar

Domain: cavoure.com

Resource: Cavoure

Password:


Local alias:

Remember password

User Options

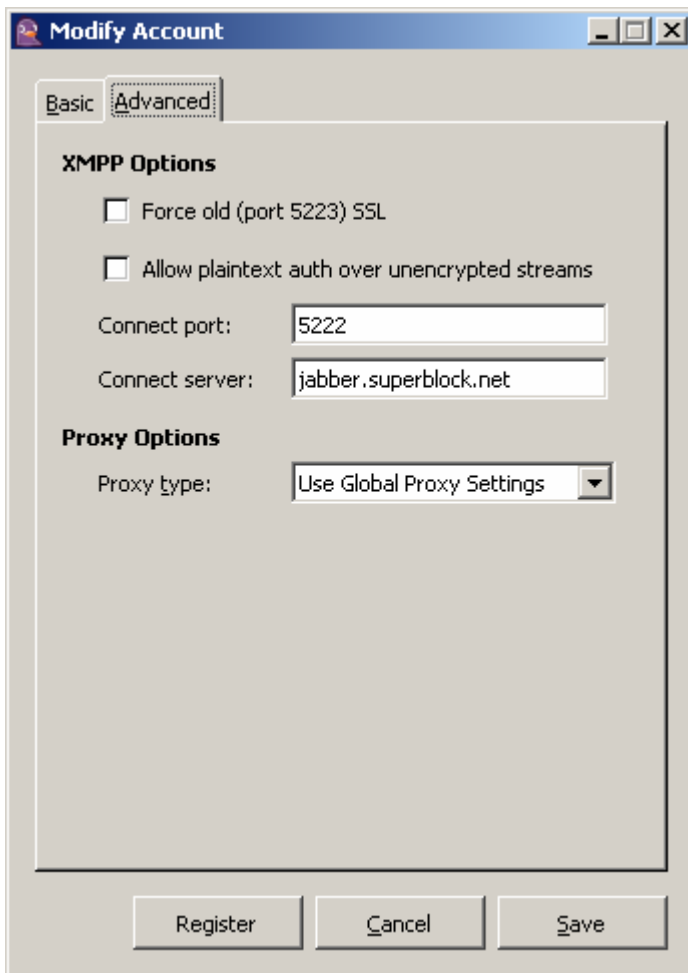
New mail notifications

Use this buddy icon for this account:

 Remove

Register Cancel Save

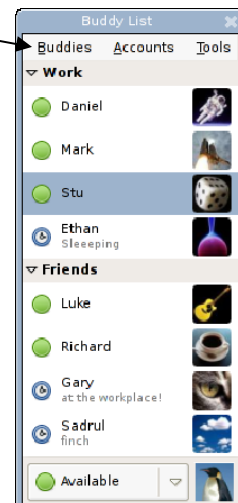
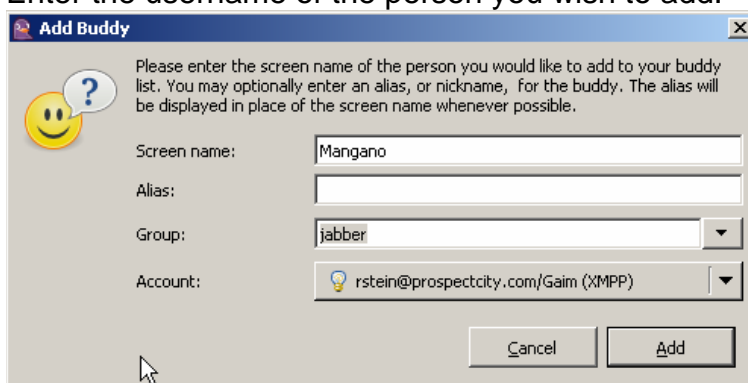
Click the Advanced Tab and enter jabber.superblock.net in the connect server field. Click save when complete.



ADD OTHERS TO YOUR LIST (BUDDIES)

From the main screen, click Buddies and click "Add Buddy".

Enter the username of the person you wish to add:



Click add.

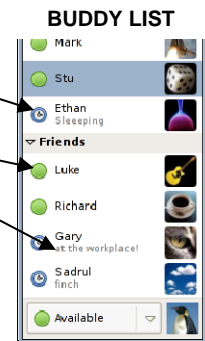
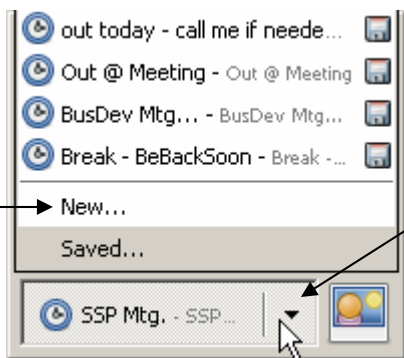
The other user will receive a prompt asking them to accept your offer to join. Upon acceptance they will now appear on your list of buddies.

Do this for each employee you wish to add to your list.

USING INSTANT MESSAGING

Simply double-click on a person's name from your buddy list and start typing a message to them. You must click ENTER to send it. A response will appear in the window above, along with your entire conversation.

When you are away, you should indicate you are away so others will not attempt to reach you via IM. To indicate you are away or offline, click



NOT AVAILABLE

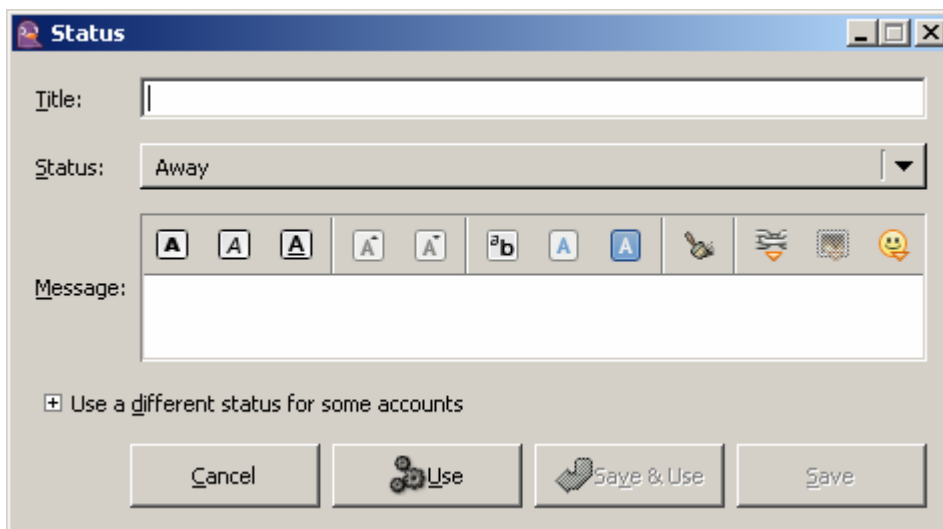
AVAILABLE

AWAY MESSAGE

and select a message to appear under your screen name for others to see – or create a new message by clicking NEW. Newly created messages can be saved for future use.

TO CREATE A NEW AWAY MESSAGE

Click New:



Give your away message a name and in the message section enter the message you wish to appear for others to see. Click Save or Save or Save & Use to activate it now.