



WebConnect Manual

Version 1.0.2

Installation & Operations Manual

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WebConnect

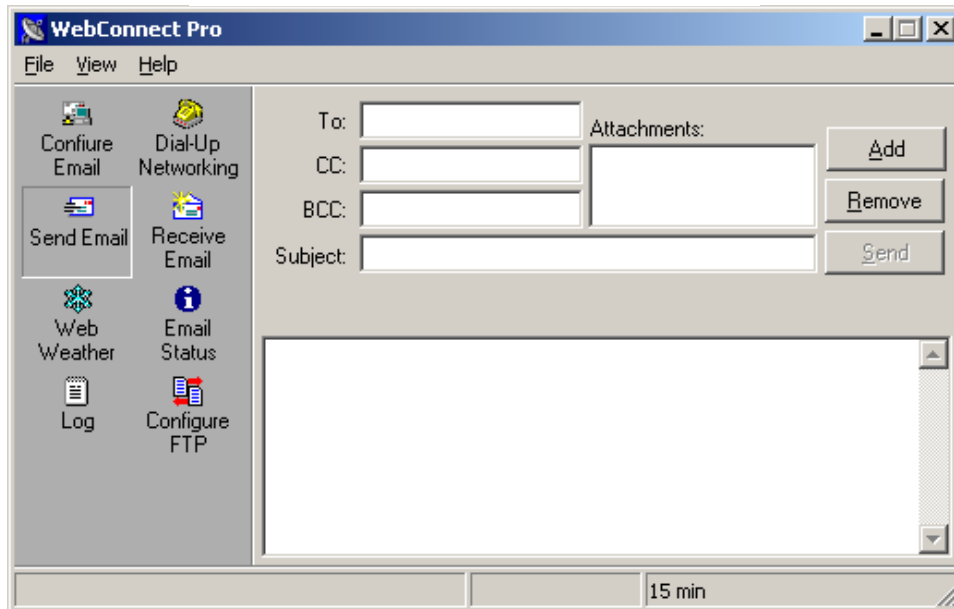


Figure 1 - WebConnect Pro Send Mail Dialog

Introduction

Overview

WebConnect Pro is a utility that gives you the power to manage your computer remotely. You can send music, program logs, even operating instructions to your WaveStation automation PC from anywhere in the world. And unlike regular e-mail, WebConnect Pro lets you place or retrieve files in specific folders on your hard drive as well as operate WaveStation! Instructions won't just sit in an inbox waiting for someone to open them days later.

WebConnect Lite offers the same capability as WebConnect Pro with two exceptions -- you cannot use macros or InterCom Commands to operate WaveStation remotely and you cannot use it to launch other applications.

WebConnect is as easy to use as any e-mail program. Once you install and configure it, it runs in the background and lets you manage your PC from any other e-mail account. Information can be sent to or retrieved from one, two, ten or 100 PCs running WebConnect with a single message. With WebConnect Pro, you can send instructions using the BSI InterCom Command Language to change program logs, change satellite settings, add music or remove an out-of-date spot. Virtually any WaveStation command or action that's possible when you are operating it directly is possible remotely with WebConnect Pro.

WebConnect can also automatically send event logs or error notifications to any e-mail address in the world. Never again will you be out of touch with your automation system.

Coverage

This manual covers all topics relating to WebConnect Pro installation, setup, and operation. However, this manual will not teach you how to use Microsoft Windows or perform basic windows functions. If you are not familiar with Microsoft Windows, it will be difficult for you to be successful with BSI software. If you are a Windows neophyte we strongly suggest that you obtain assistance or purchase a Windows training text (The book *Windows for Dummies* comes highly recommended).

Amendments and additions to the printed manual can be found on the BSI web site at www.bsiusa.com. If, after reviewing pertinent sections of this manual, you still have a question about how WebConnect operates, you can e-mail your question to support@bsiusa.com, or call (541) 342-5250.

Special icons will alert you to items of particular significance:



A useful tip or Cool feature.



Caution, read carefully.



ALERT - Extreme caution. A must do or NOT do!

Requirements

To run WebConnect, your equipment should meet the following minimum requirements:

PC with a Intel Pentium 266MHz CPU or faster

Microsoft Windows 95™, 98™ or Windows NT4/2000™

32 megabytes of RAM (64 is better and more than that is even *better*)

2 megabytes of free hard drive space to install WebConnect

Internet Connectivity

Features

Fully Microsoft compatible -- all BSI products are built to Microsoft standards

32-bit program architecture - runs on Windows 95/98 and NT4/2000

E-mail capability via dial-up networking or a LAN connection

Powerful InterCom Command Language capability for controlling your WebConnect PC remotely

Password protection for security

Automatic local weather information retrieval

Thank you for your support of our products. We appreciate your input and are grateful for your loyalty.

The BSI Development Team

Installation

Make copies of all installation files and store them in a safe place away from the WebConnect PC. This way, if the PC is damaged by natural disaster, your backup disks won't suffer the same fate.

Running Setup



BSI Passwords are Machine-Specific, and we will provide one passcode per license purchased. Feel free to demo our products on any machine. Please make sure that you enter your passcode only into the machine that you will be using to run WebConnect over the long term.

There are two possible first steps in the WebConnect installation process, depending on how you got the software:

If you are installing from a CD-ROM, choose WebConnect Pro or WebConnect Lite from the setup menu.

If you are using the Internet version (*a single large file*), run *wp-unpak.exe*.



After doing the above, you will be given several options for installation. BSI recommends that, unless absolutely necessary to do otherwise, you accept the defaults for all choices.

Once the installation is complete, icons will be created in the Windows Start button program selection.

The WebConnect installation will create the following icons in the Broadcast Software folder:

WebConnect - The main WebConnect program

WebConnect Help - Access to the WebConnect help file without starting the main program

Starting up the first time

After installation, start the main WebConnect program by clicking on the WebConnect icon in the Broadcast Software group in your Start menu.

Registration

WebConnect is protected by security passwords that allow for limited testing of the software prior to purchase. These security measures are turned off when you purchase the software.

If WebConnect has not been purchased and/or registered, a Security screen will appear when you start it. To use WebConnect in demonstration mode, just type the word that is requested in the Security screen.

When you purchase WebConnect, BSI will provide you with a password that will eliminate the operating time limit. Just type the password in the Security screen and the password checking will disappear forever.



The password is good only for the machine on which the software is originally installed. If you change the PC hard drive, or motherboard, or get a new PC, you will need to call BSI to get a new password.

Be sure to write down your password and store it in a safe place in case you ever need to reinstall the WebConnect software.

If you wish to purchase and/or register WebConnect, please contact Broadcast Software International toll free at 1-888-BSIUSA1 or e-mail: info@bsiusa.com.

Setup

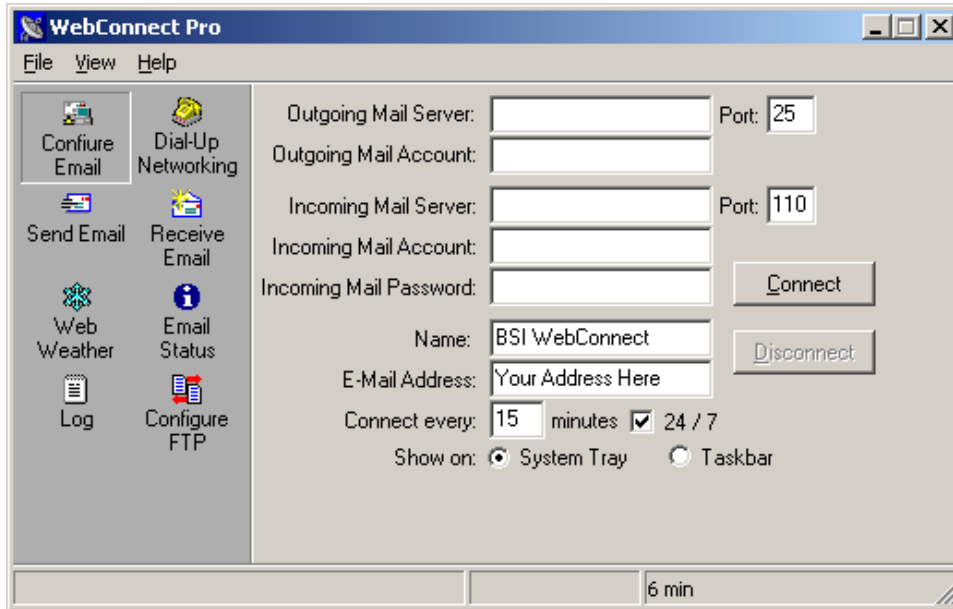


Figure 2 – Configure Email Dialog

Overview

Before using WebConnect, you need to tell it how you connect to the Web. You can gather the information described in the following sections from your Windows Control Panel, your browser, your Internet Service Provider or from your Network Administrator. If none of this makes sense, you'll want to ask the person who set up your Internet access and/or email. Alternately, this information is usually provided by your Internet Service Provider and will normally be included in the documentation that you received from them. You will also need to enter your zip code in order to get local weather information and your e-mail address and password for security purposes. Once you have entered all the required setup information, you can save the settings and WebConnect will be ready to run. We'll go ahead and go through each set of settings individually.

Configure Email Settings

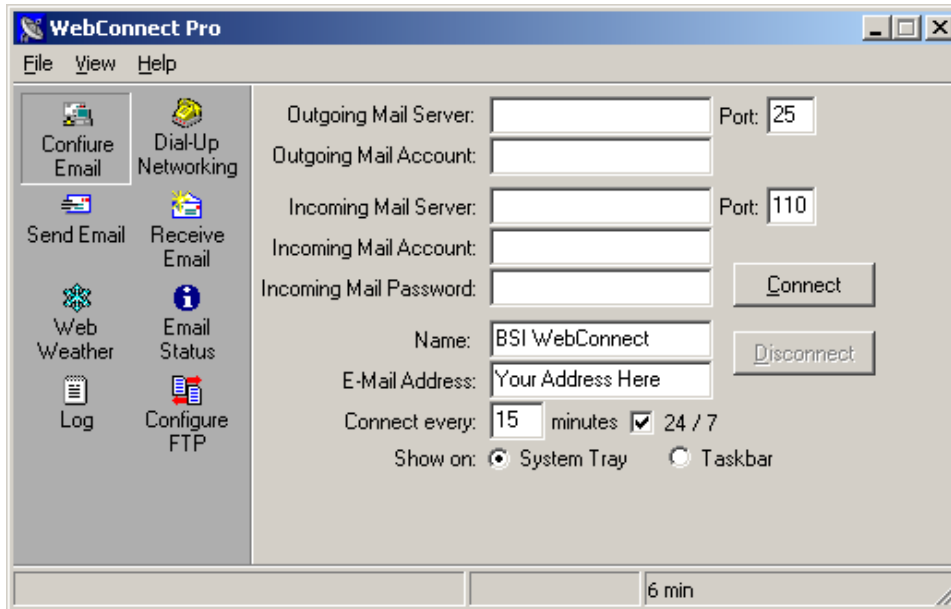


Figure 3 – Configure Email Dialog

The Incoming and Outgoing Mail Servers and Ports, your User ID and Password, Name and E-Mail Address are all required to establish communication with a remote PC. This information is available in your Internet connection properties, from your Internet Service Provider or from your Network Administrator.

To find your Internet connection properties, open the Windows Control Panel and double-click on the Internet icon. Check the settings and properties in the Connection tab. If you are unable to find all the required information, contact your service provider, network administrator, or whoever set up your email.

Outgoing Mail Server: – This is the name of the server that handles all outgoing mail.

Outgoing Mail Account – This is the name of the account that you use on the server that handles all outgoing mail.

Incoming Mail Server – This is the name of the server that handles all incoming messages. It is sometimes referred to as the as the POP server.

Incoming Mail Account – This is the name of the account that you use on the server that handles all incoming messages.

Incoming Mail Password – This is the password needed to access your account.

Name – This is your name.

E-Mail Address – This is your e-mail address.

Connect Every – This option is used to tell WebConnect how often you want to check for messages.

Port: – Normally your outgoing mail server will use port 25 and your incoming mail server will use port 110. If these settings don't work, you'll want to give your ISP a holler.

Dial-Up Networking Settings

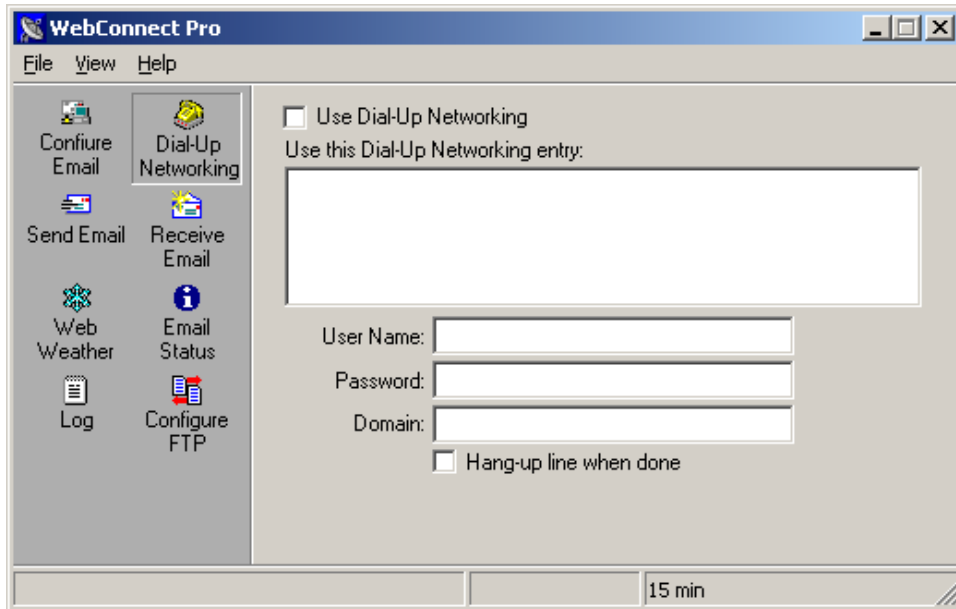


Figure 4 - Dial-Up Networking Dialog

Use Dial-Up Networking – If you connect to the Internet via dial-up networking (using a modem), you will need to check this option.

Use this Dial-Up Networking entry – Use this setting to select the dial-up account that you want WebConnect to use.

User Name – This is where you enter the user name, which your dial-up networking account will recognize.

Password – This is the password for your dial-up account.

Domain – If a domain name is required by your account, enter it here.

Hang-up line when done – This option allows you to have WebConnect automatically disconnect when it has finished sending and receiving mail.

Send Email Settings

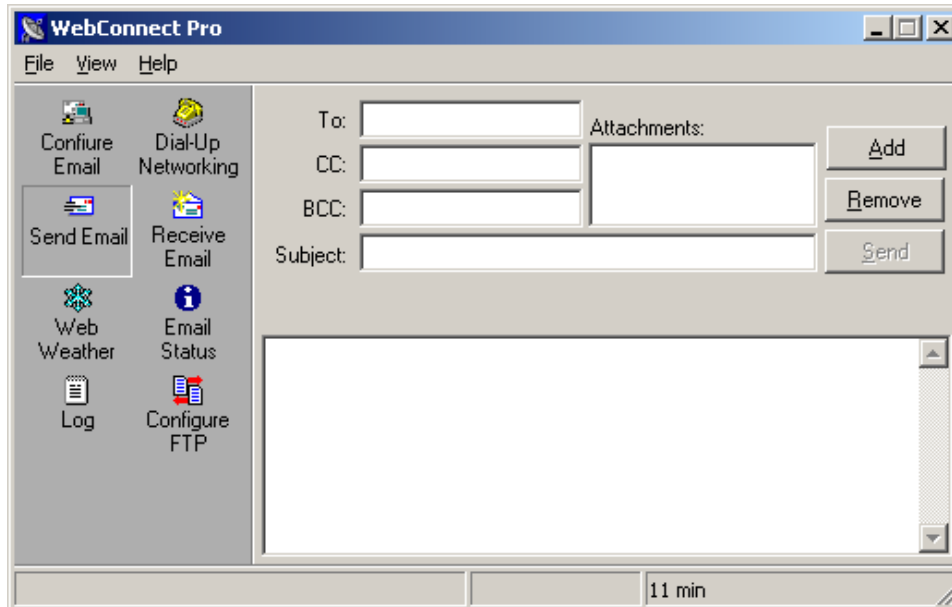


Figure 5 - Send E-Mail Dialog

The Send E-Mail dialog simply allows you to send messages and attach files from within WebConnect. If you are sending to another PC that has WebConnect installed, you can enter commands from the InterCom Command Language just as you can from any other e-mail account.

*You are not required to use Web Connect to send mail to the machine that you want to control. You can use Outlook Express or any other email client.

Receive Email Settings

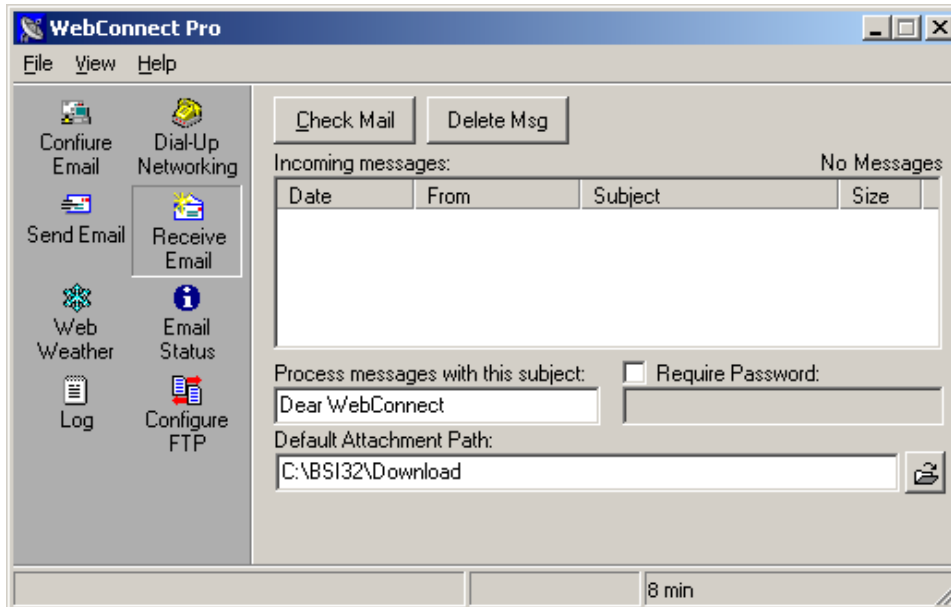


Figure 6 - Receive E-Mail Dialog

The receive e-mail window shows you whether you have incoming mail and also holds your current settings for accessing WebConnect. This is where you tell WebConnect which incoming e-mails to read and process and whether a password is required. You can also check your mail from this window.

Check Mail – This button simply checks your POP account for new mail.

Delete Msg – This button simply deletes messages highlighted in the “Incoming messages:” box

Process messages with this subject – When sending messages from a remote location to the WebConnect PC, you must enter a subject that matches whatever is placed in this text box, such as "Dear WebConnect." This feature adds a level of security since anyone sending instructions to your WebConnect PC must know the correct subject. WebConnect only downloads messages with the appropriate subject line. All other messages are left on the email server.



The subject heading and password are case-sensitive. Make sure that you capitalize where appropriate.

Require Password – This option allows you to tell WebConnect to require a password before recognizing any incoming instructions. This is recommended since files can be retrieved and sent to your PC from any e-mail account (as long as the subject line is correct). Passwords are case-sensitive.



While there is no limit on the number of characters used in your password, we suggest using a combination of seven letters and digits.

Default Attachment Path – This indicates the default folder location for attached files.

Web Weather Settings

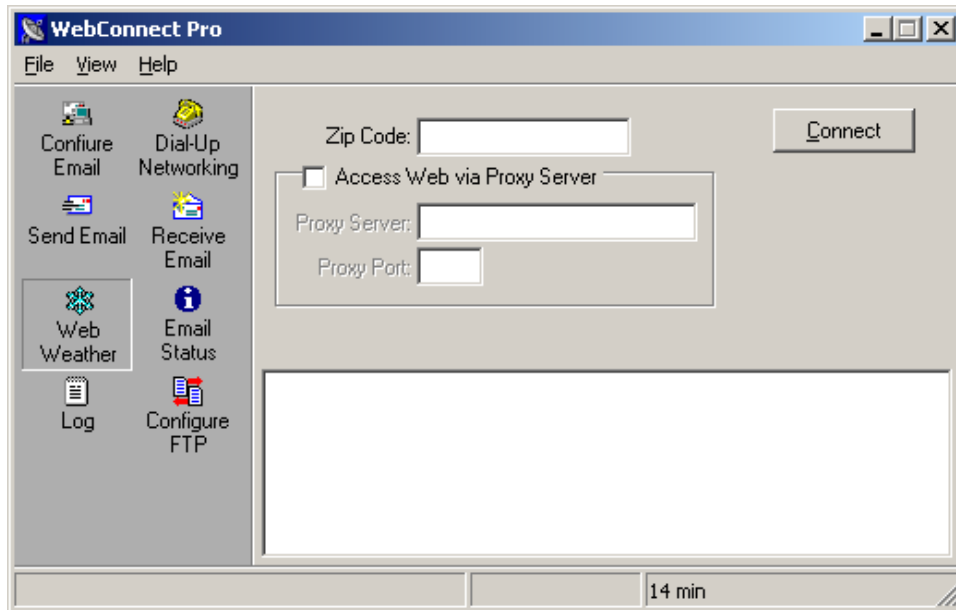


Figure 7 - Web Weather Dialog

The Web Weather dialog shows the weather conditions in the area associated with the zip code you enter. This information can be used by WaveStation and reported with the SayTemp function so that your weather report is always current.

Zip Code – This tells WebConnect the area for which you want local weather information.

Access Web via Proxy Server – This option can be used if you are accessing the web via a proxy server. You may need this if you connect to the Internet through a network.

Email Status

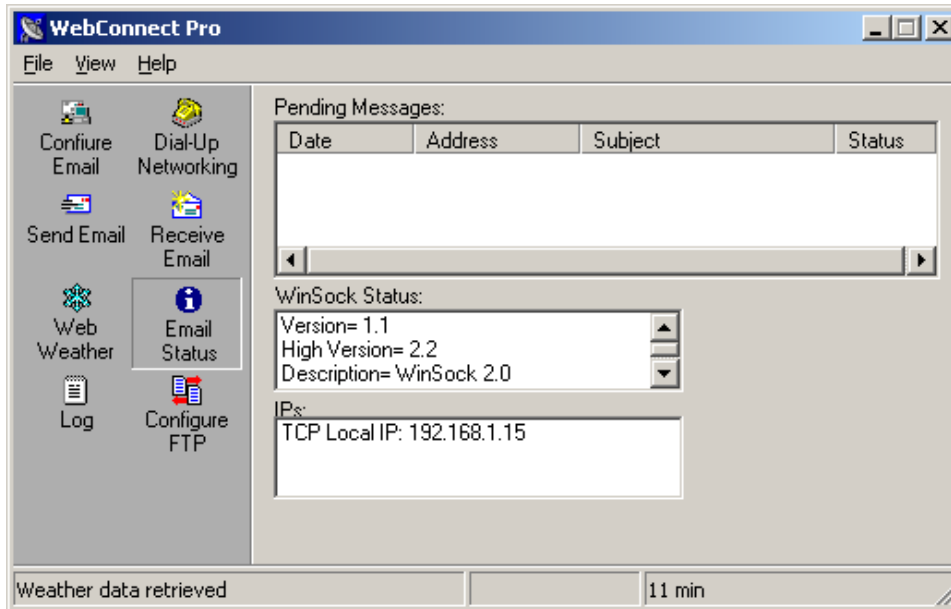


Figure 8 -Email Status Dialog

The Email Status window displays a summary of what WebConnect is doing. It shows incoming, outgoing and pending messages. It also provides WinSock and IP information which can be useful for troubleshooting problems.

Log

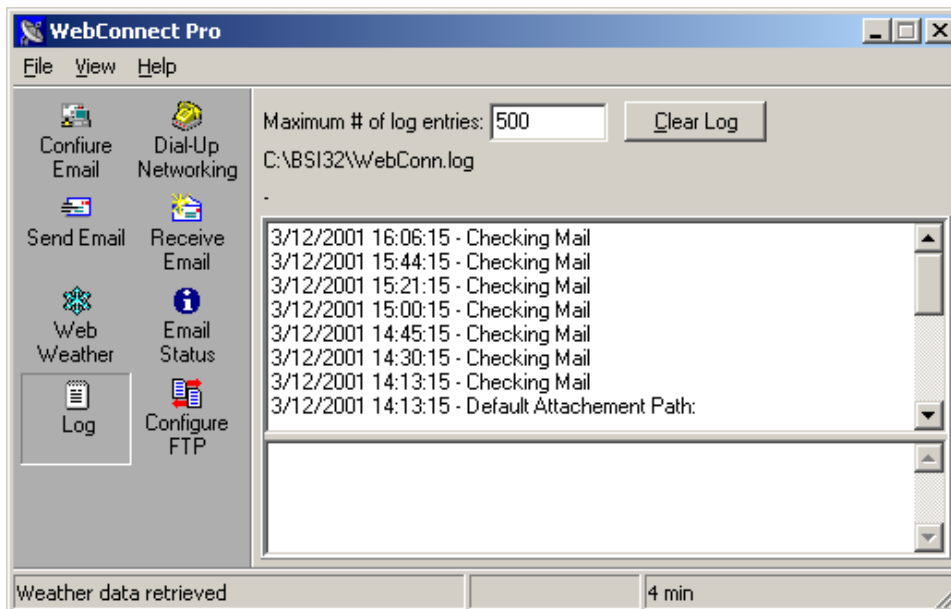


Figure 9- Log Dialog

The Log dialog allows you to see what WebConnect has been up to recently. You have the option to change the number of log entries kept. You can use the "Clear Log" button to clear the window at any time.

Configure FTP

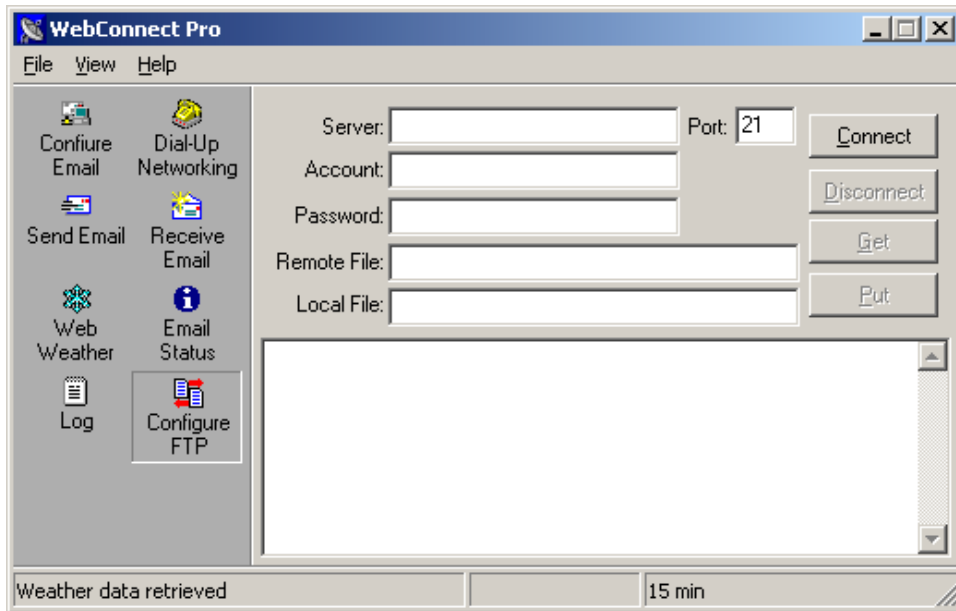


Figure 10- The Configure FTP dialog

The Configure FTP dialog allows you to set up all of the information that WebConnect needs to upload or download from an FTP server. Just type in your account information, the paths for the default folders that you want to use, and you're set.

WaveStation Setup

WebConnect can be used with WaveStation to give you remote control of your automation system. You can also receive program log error messages through e-mail using WebConnect. To use these two programs together, you need to select some settings in the WaveStation Program Options menu. To do this:

Launch WaveStation.

Go to Tools/Program Options

Select the Internet tab and look for the box labeled "WebConnect Settings."

Choose "Automatically launch on startup" this will ensure that WebConnect is running whenever WaveStation is running so that any incoming instructions (via WebConnect) can be automatically processed and sent to WaveStation.

If you want to receive error logs via e-mail, choose the "Send error messages" option in the E-mail Notification box and enter the e-mail address you want the errors to go to.

Be sure to choose "Done" once you have entered your Internet settings. Only choose Cancel if you wish to erase the settings that you chose.

Operation

Basic Principles

By running WebConnect on your PC, you give yourself the flexibility to send messages to the WebConnect PC with instructions to get files, put files in a certain location or execute certain commands. When WebConnect is installed on a WaveStation Automation PC, you can include instructions in your e-mail that let you send instructions to WaveStation remotely. These are sent using the BSI InterCom Command Language described in this section.



WebConnect only needs to be on the PC being commanded, **NOT THE PC WHERE YOU ARE SENDING THE COMMANDS FROM!** All you need where you are is a regular email client. We will use Outlook Express as an email client for these examples.

WebConnect looks through all of the email messages on your email server and downloads any with the appropriate subject line set up in the Receive Email dialog. If you also chose to require a password in your WebConnect settings, it will expect the first line of your message to be that password. If the password matches, the rest of the message will be processed. If not, WebConnect will stop processing.

Launching WebConnect

To start WebConnect click on the WebConnect icon in the Broadcast Software group on your Start menu. If you have set WaveStation to open WebConnect automatically on Startup, simply launch WaveStation and WebConnect will automatically open too.

Requesting Files and Folder Listings

If you are away from your WebConnect PC and have access to an e-mail account, you can request files and folder listings as long as WebConnect is running. Here's how:

Open your email client (We're using Outlook Express for this example)

Compose a message with the proper subject heading that matches the one in your WebConnect settings.

If you set WebConnect to require a password, make sure the first line in your message identifies that password.

Use the ICL (InterCom Command Language) to request the files and listings you want. For example, your message may look something like this:

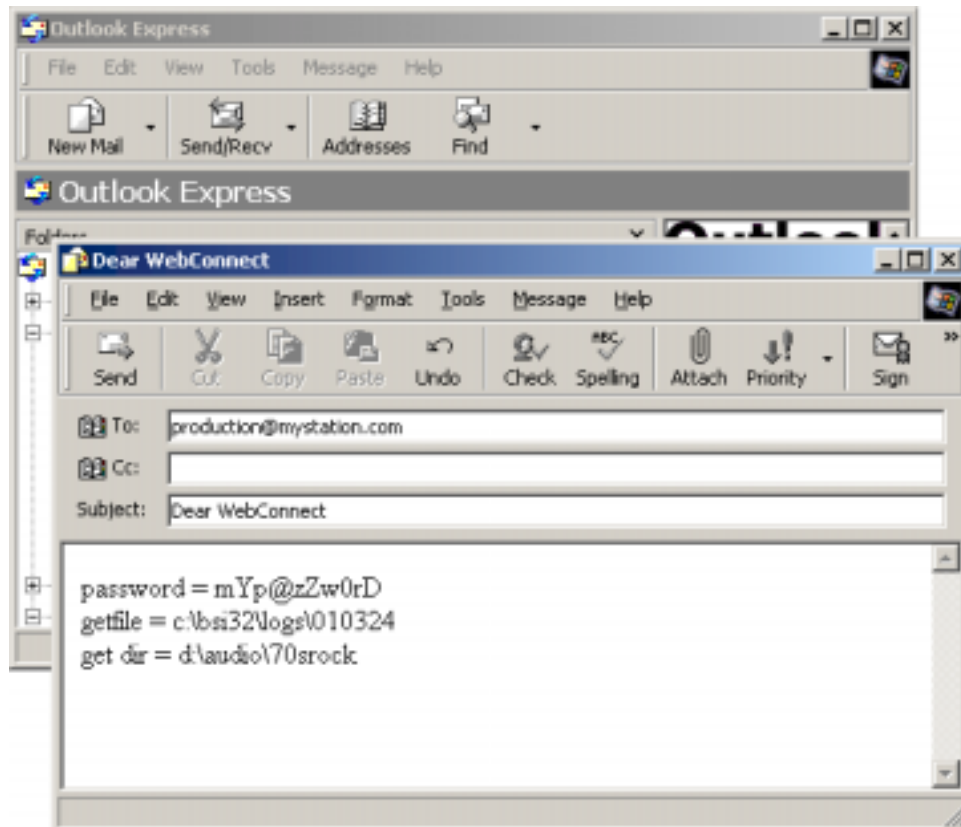


Figure 11 - E-Mail to Retrieve Files and List

Send the message to your e-mail account (the one specified in your WebConnect Receive E-Mail settings window).

Sit back and relax. WebConnect will reply to your message shortly, with your requested file and listing attached.

Forwarding Files

You can have WebConnect forward files and folder listings to any e-mail account. This way, if you're out of town and suddenly remember that you were supposed to forward a spot you corrected at the last minute to the air studio PC, you can still do it -- from the Bahamas --. To tell WebConnect to forward the file:

Log onto any e-mail account anywhere in the world.

Compose a message with the proper subject heading so WebConnect will recognize the message.

Enter the commands to send the file. Here's an example:

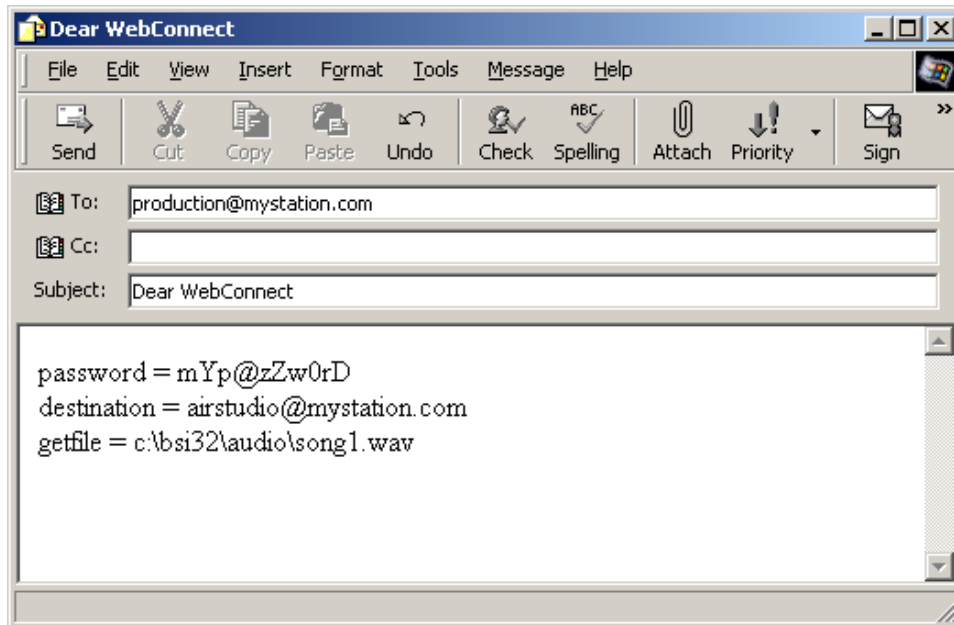


Figure 12 - E-Mail to Forward a File

Sending Files to the WebConnect PC

Sending files to the WebConnect PC is done the same way it is using regular e-mail. Simply attach the file to an e-mail and send it to your e-mail address with the proper subject heading and password (if required) so WebConnect will recognize it. WebConnect will automatically place the attached file in the default download location specified in your WebConnect settings.

If you want to put the file in a different place, attach the file as usual and then use the "Moveto" command in the body of your message. It might look something like this:

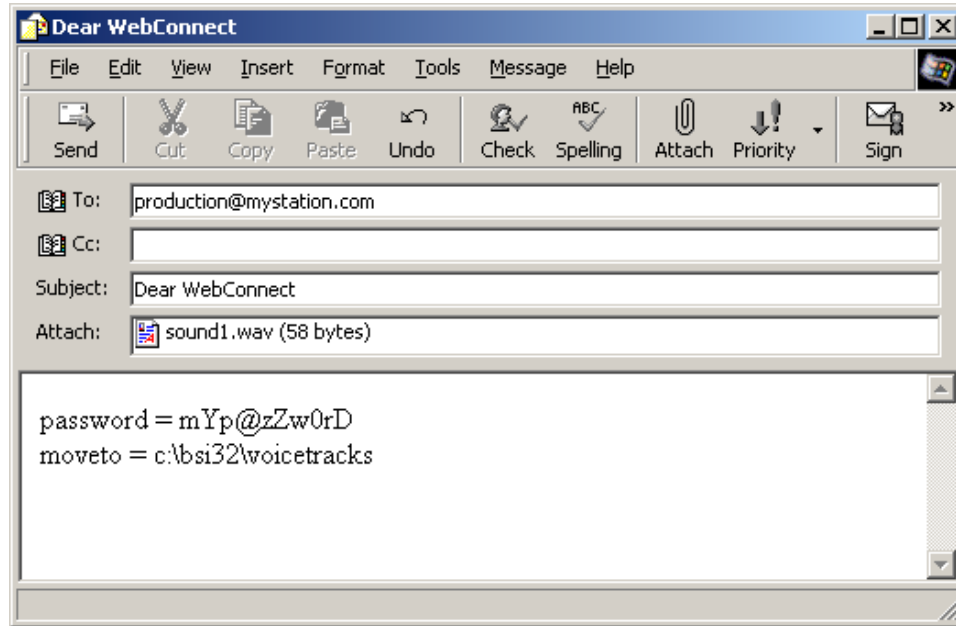


Figure 13 - E-Mail to Place a File in a Particular Folder

Commanding WaveStation Remotely

The BSI InterCom Command Language lets you embed specific instructions in your e-mail messages to command WaveStation remotely. Following are some examples of commands and what they will do. A complete listing of the InterCom Command Language is described in the section with the same name. Remember that The InterCom Command Language is only available to owners of WebConnect Pro

Receiving Error Logs via E-mail

This feature can be used by activating the "Send Error Messages" option in WaveStation. Go to the Tools/Program Options in WaveStation and click the Internet tab. Click "Launch WebConnect at startup, then click the Send Error Messages option. All you need to do now is add the Notification Email Address and you'll be all set up to send error messages to your email account.

Broadcasting the Current Time and Temperature

Using WebConnect, you can broadcast the current time and temperature in WaveStation. Follow these steps:

Make sure your zip code has been entered in the WebConnect "Web Weather" tab settings.

Insert the macro event in your program log labeled SAYTIME and add the switch /TEMP afterwards.

Launching and Running Applications via WebConnect

WebConnect can be used to start and run other programs remotely. You can use the InterCom Command Language to send a list of instructions to WebConnect telling it what programs to execute. Here is an example:

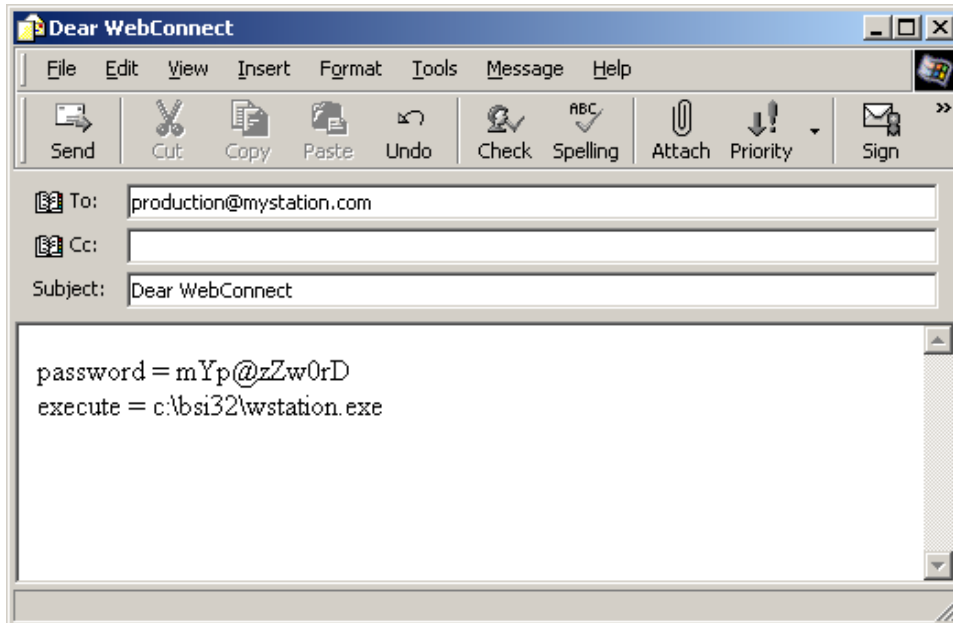


Figure 94 - Launching an Application

InterCom Command Language

The InterCom Command Language (ICL) is a proprietary language developed by BSI to use with WebConnect. The language offers a set of basic commands that give you the ability to manipulate files on your WebConnect PC from a remote location. Following is a list of the WebConnect Pro and WebConnect Lite commands and their corresponding description.

password = personal_password

This is the password needed to process all commands. It is configured on the Receive E-Mail Tab and the Required Password setting must be first in any incoming message before any other WebConnect commands.

getdir = c:\dir

This command tells WebConnect to reply with a folder list of the specified path if it exists. Otherwise an error message is delivered.

getfile = c:\file

WebConnect replies with the specified file as an attachment. Otherwise an error message is delivered.

moveto = c:\dir

This is used when you want to send an attached file to WebConnect and want it to go somewhere besides the download folder specified in the Default Attachment Path (set in the Receive E-mail settings tab). In other words, the Moveto command specifies the destination folder for the attached file, overriding the Default Attachment Path setting.

destination = send to address

When this command is not included, replies to any incoming mail will automatically be sent back to the address of the incoming message. The destination command lets you override this behavior, although a confirmation reply will still be sent to the sender.

For example, say you're at home and you want to forward a file from the production studio PC at work (which is running WebConnect) to the air studio PC.

The message from home would be:

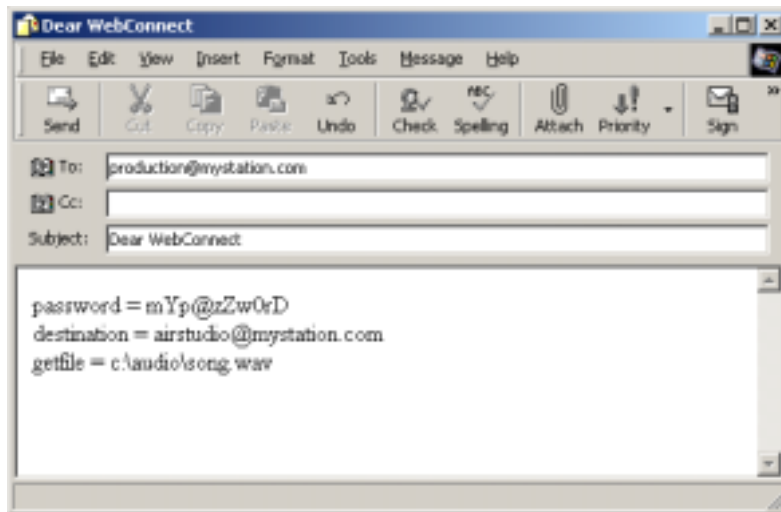


Figure 10 - E-Mail to Forward a File

Fig-

In this scenario, you would receive a confirmation reply indicating the file was sent to airstudio@wbsi.com but you would not receive the actual file. The mail address specified with the destination command would receive the file via regular e-mail. The getdir command can be redirected in this way too.

Command=command string (any WaveStation macro)

This is used to control WaveStation or to interact with another application created to work with WebConnect. To issue commands to WaveStation, use any WaveStation macro after the = sign (including the necessary macro parameters).

If you are using WebConnect as a DDE server for another application, you can send Command= to a DDE client program attached to LinkTopic "WebConn|DdeConv" and LinkItem "DdeCommand".



Please refer to the WaveStation application or documentation for macro commands and their proper syntax.

Execute=program exe

This command allows you to launch any application through WebConnect. You should include the path and file name of the executable to run.



It's okay to use spaces around the equal sign and to capitalize commands. Command names are not case sensitive. Passwords and subject headings are case sensitive.

Scenarios

Jack's Got A Date

Your eager-beaver salesperson, Sally, just nailed that big appliance account for a last minute weekend ad schedule. She quickly writes the copy and drops it in the production box for Jack (*your PD*) to produce before he goes home for the weekend. But... Jack left early for a date with his girlfriend and won't see the production order until Monday. Because you're automated all weekend, you'll never know about the missed spot until your traffic manager finds all the log errors Monday morning, right? Wrong!

The first time WaveStation tries to play the spot and realizes it's not there, it uses WebConnect to send you an e-mail notifying you of the error. You drop by the station and quickly cut the spot.

WebConnect's instant notification feature just saved you thousands of dollars in lost revenue, prevented the loss of a brand new client and made you look like a hero!

How Do I Do This?

Start WaveStation and go to the Tools/Program Options menu. Click the Internet tab and activate the "Launch WebConnect at startup selection. This will make the "Send Error Messages" and E-mail Notification box options available.

A Dark and Stormy Night

On a dreary rainy evening, you decide to catch up on a little work while at home. You reach into your briefcase for that data disk and pop it into your home PC. You suddenly realize that you forgot to backup the latest version of the file you want before you left the office. Of course, you could get dressed, put on your raincoat, drive through the rain to retrieve the wayward data. Or... you can just send an e-mail to your WebConnect equipped office PC requesting that the file be sent to your home e-mail account.

The file arrives five minutes later, just about the time your hot chocolate comes out of the microwave.

It's that easy.

How Do I Do This? (Requesting Files)

Create a new message that follows this format:

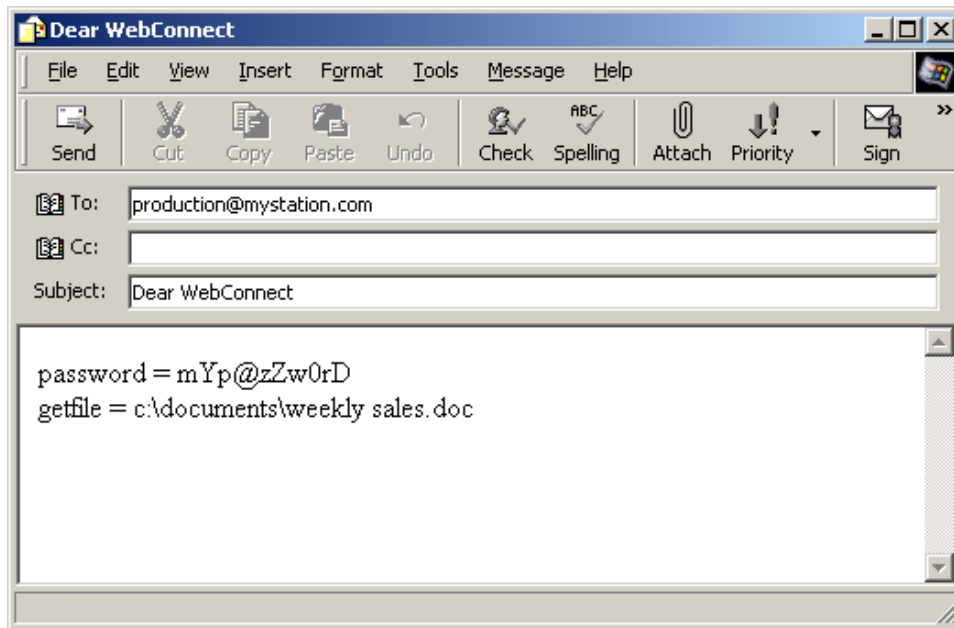


Figure 11 - E-Mail to Request a File

When WebConnect gets the message, it will retrieve the file and then respond to the sender (you at home) with the file attached.

Forgetfulness at Fifty Thousand Feet

You've been looking forward to this vacation for more than a year. You deserve it. But... while you're lying there in the bliss of post First-Class dining... you get a painful, scary, empty thought. Did you send out the final version of the program log? If you didn't, your trip to a tropical paradise will be more like a nightmare on Palm Street. Just to make sure everything's OK, you grab the AirPhone from the seat in front of you and send a simple two-line e-mail to your office PC that is running WebConnect. As easy as that, the files are sent from your PC to the dozen stations in your group. WebConnect even sends a confirmation to your personal e-mail account. Now you can close your eyes and dream of those hula girls... or guys.

How Do I Do This? (File Distribution)

Create a new message that follows this format:

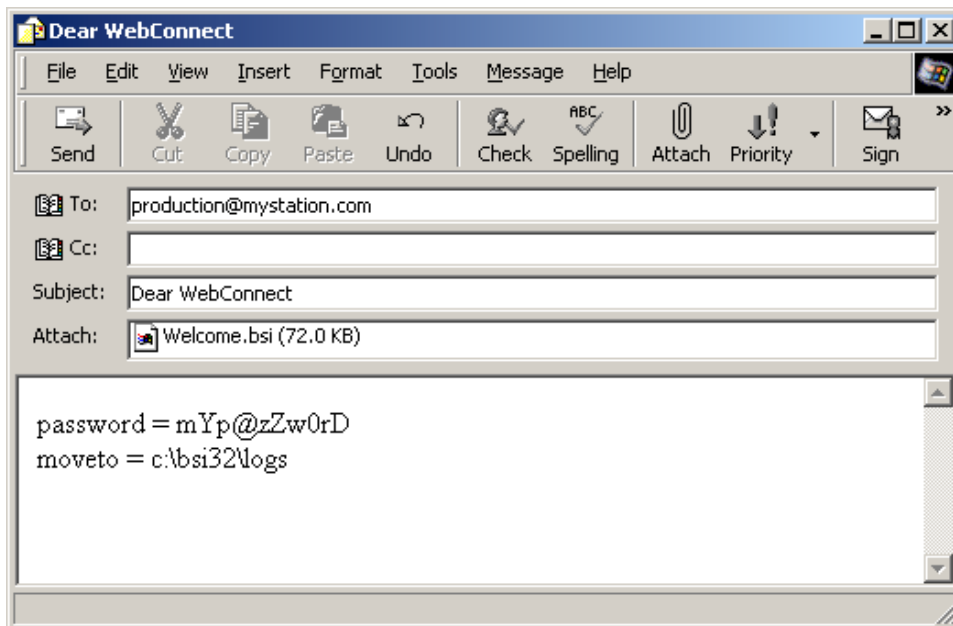


Figure 12 - E-Mail a File to a Distribution List

When WebConnect gets the message, it will retrieve the specified program log and then forward the file to all the e-mail addresses listed after the destination command.



When sending to multiple e-mail addresses, a semicolon should separate the names.

The Customer is Most Often Right

You drop-in on your most finicky client... Jack "You're Lucky To Get One Penny From Me In Less Than 90 Days" Marley... the town's favorite used-car dealer. Before you can get a word out, Jack says, "Hey... today's schedule says my commercial should' a run at 3 o'clock. I listened and didn't hear it. Are you guys cheatin' me?"

You resist the notion to tell Jack that... YES, you are trying to cheat him out of his two spots a day at five-dollars-a-holler and that it's your life's work to see if you can put one over on your station's biggest pain-in-the-rear advertiser.

Instead, you say, "Jack... can I please use your e-mail." Five minutes later, your WebConnect equipped WaveStation automation system has sent you the day's audit log. Now you say, "Well Jack... you're right... your spot didn't run at 3:00... it ran at 3:04... and that's well within the ten-minute window allowed under the contract."

Then you say, "So Jack... how's the car biz? What'ya say we bump you up to three spots a day?"

How Do I Do This? (Retrieving Audit Logs)

Create a new message that follows this format:

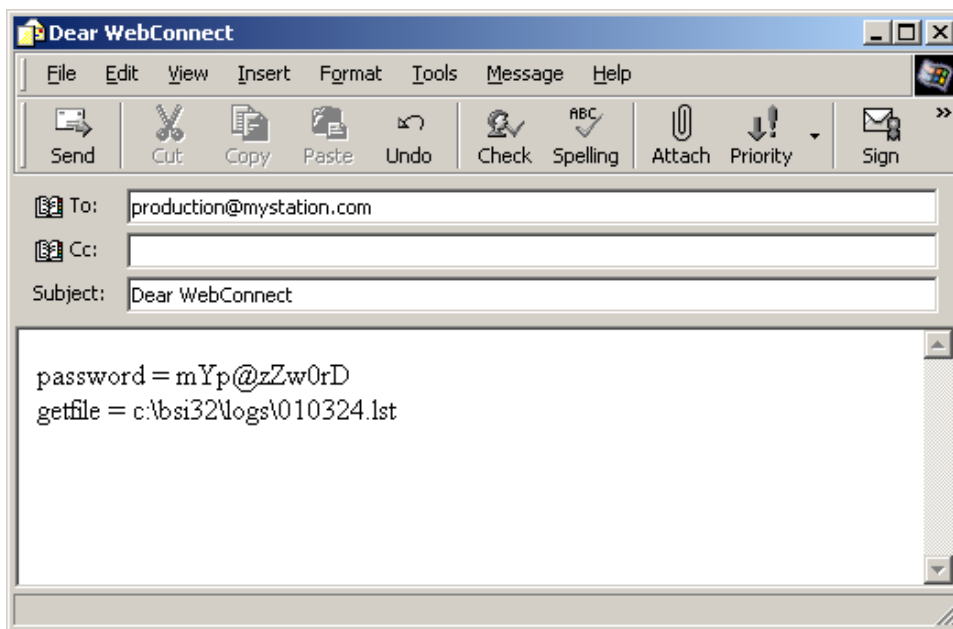


Figure 13 - E-Mail to Receive an Audit Log

WebConnect will locate the audit log and reply back to you with the file attached.

Oops... We Didn't Mean THAT!

It's Saturday morning and you're looking forward to a nice day fishing. Instead, you get a panic call from the Sales Manager for your station group. "The copy in the spot for the new travel agency client is wrong," he says. "The price for the round-the-world cruise is not \$100.00, it's \$1000.00!"

Changing the copy will be easy you tell him, but because you're automated on the weekend, updating more than 80 stations by dialing-up with PC AnyWhere will take at least a day. "That's not good enough," he cries. "We've got to get this changed now, before we get sued! You've got to do something."

It's then that you remember that each of your stations just installed BSI's Web-Connect.

Twenty minutes later you've finished production on the revised spot. Then, you attach it to an e-mail and send it to the station group list. Within ten minutes, the WebConnect software at each station has downloaded the replacement audio file and placed it in the correct audio folder.

Within half-an-hour of the first call, you're giving the good news to your panicked Sales Manager. He calls you a "hero." You say, "Remember that the next time you think I'm paid too much."

How Do I Do This? (Sending Files to a Folder)

Create a new message that follows this format:

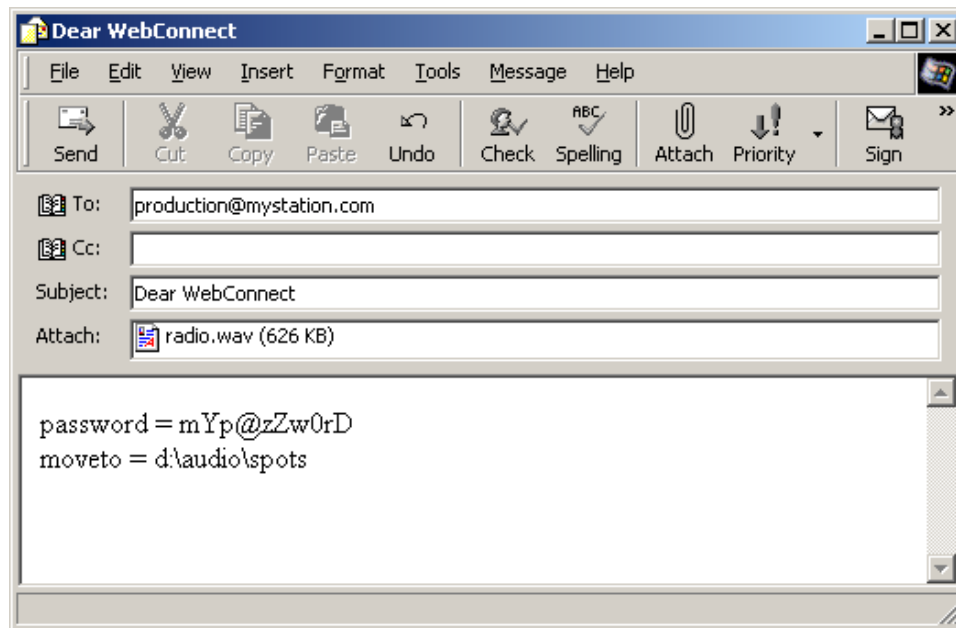


Figure 14 - E-Mail a File to a Specific Folder for a Group

With just this one message, each WebConnect PC on the group list will receive the file and move it to the d:\audio\spots folder on the hard drive.

Technical Support Information

Regular Technical support is available from 6am-to-6pm Pacific Standard Time (GMT - 8)

EMERGENCY TECHNICAL SUPPORT IS AVAILABLE 24 HOURS A DAY.

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BSI highly recommends that if you do not have a connection to the Internet, that you get one. We distribute our upgrade & update files exclusively via the World Wide Web.

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