Oracle® Beehive

End-User Information

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[[Preface]

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[[Audience]

[This document is intended for Oracle Beehive end users who wish to access their information using standards-based or mobile clients. It supports Oracle Beehive 1.2 and Oracle Beehive 1.3.]]

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[[Conventions]

[The following text conventions are used in this document:]

[Convention]	[Meaning]
[[boldface]]	[Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.]
[[*italic*]]	[Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.]
[[`monospace`]]	[Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.]

1

Overview

Oracle Beehive supports a number of open standards and protocols, enabling organizations to deploy and integrate commonly-available or custom applications to access Oracle Beehive data and leverage its robust feature set.

> **Note:** This release of Oracle Beehive does not support standards-based clients running Windows Vista.

Supported Standards and Protocols

Oracle Beehive supports the following standards and protocols for each of the following needs:

- **File access and document management**: Web-based Distributed Authoring and Versioning (WebDAV), File Transfer Protocol (FTP), Secure File Transfer Protocol (FTPS), and JSR-170

- **E-mail**: Internet Message Access Protocol (IMAP) and Simple Mail Transfer Protocol (SMTP)

- **Time management**: Calendaring Extensions to WebDAV (CalDAV)

- **Instant messaging**: Extensible Messaging and Presence Protocol (XMPP) and XMPP-based IM applications such as Jabber

- **Mobile e-mail and data synchronization**: Push Internet Message Access Protocol (P-IMAP) and Open Mobile Alliance Data Synchronization (OMA-DS)

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Using Standards-Based Clients

This module describes how to configure standards-based clients to connect to Oracle Beehive, and contains the following topics:

- Web Clients (WebDAV)

    - Cadaver

    - Internet Explorer 6.x and 7

    - Mac OS X Finder Web Access

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    - WebDAV Server Behavior in Mac OS X

- FTP Clients

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    - iCal 3.0

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- E-mail Clients

    - Mail 2.1

    - Microsoft Outlook 2003

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- Instant Messaging Clients

    - iChat 3.1.8

    - Oracle Messenger 10.1.2.3

    - Pidgin 2.0

    - Trillian Pro

Web Clients (WebDAV)

Cadaver

Operating System: Linux

To configure Cadaver to connect to Oracle Beehive:

1. Open a shell.

2. Execute the `cadaver http://<Server-Name>:<Port-Number>/content/dav` command. For example, if your server name is barton.oracle.com and your port number is 7777, your command would be `cadaver http://barton.oracle.com:7777/content/dav`.

3. Enter your user name and password.

Internet Explorer 6.x and 7

Operating System: Windows XP

To configure Internet Explorer to connect to Oracle Beehive:

1. In the **Address** field, enter the URL to connect to Oracle Beehive using the following structure:

   `http://<Server-Name>:<Port-Number>/content/dav`

   Example: Your server name is barton.oracle.com and your port number is 7777, so the URL you enter is `http://barton.oracle.com:7777/content/dav`.

   If you do not know your Oracle Beehive URL, please contact your system administrator.

2. Enter your user name and password, and click **OK**.

To log out of Oracle Beehive:

Click the **Logout** link in the top right-hand corner of the page.

Folder Names with Symbols

If you create a folder with a name that contains symbols using Windows XP Web Folders, you may not be able to access the folder in Internet Explorer by clicking the folder link in your personal workspace. To access the folder in Internet Explorer, copy the address from your Windows XP Web Folder and paste it in the Internet Explorer **Address** field.

Mac OS X Finder Web Access

Operating System: Mac OS X 10.4.9

To configure Mac OS X Finder to connect to Oracle Beehive:

1. From the **Go** menu, select **Connect to Server.**

2. In the **Server Address** field, enter the URL to connect to Oracle Beehive using the following structure:

```
http://<Server-Name>:<Port-Number>/content/dav
```

> **Example:** Your server name is barton.oracle.com and your port number is 7777, so the URL you enter is
> `http://barton.oracle.com:7777/content/dav`.

If you do not know your Oracle Beehive URL, please contact your system administrator.

3. Click **Connect**.

4. Enter your user name and password and click **OK**.

Transmit 3.5.0

Operating System: Mac OS X 10.4.9

To configure Transmit to connect to Oracle Beehive:

1. In the **Server** field, enter the server name. For example, if your server is barton.oracle.com, you would enter `barton.oracle.com` in the **Server** field. If you do not know your server name, please contact your system administrator.

2. Enter your user name and password.

3. Enter `/content/dav` in the **Initial Path** field. If you do not know your initial path, please contact your system administrator.

4. Enter the port number of your server.

5. Select **WebDav** from the **Protocol** list.

6. Click **Connect**.

Windows XP Web Folders

Configuration

To configure Windows XP Web Folders to connect to Oracle Beehive:

1. In Windows Explorer, click **My Network Places**.

2. Click **Add a network place**.

3. Click **Next**.

4. Select **Choose another network location** and click **Next**.

5. In the **Internet or network address** field, enter the URL to connect to Oracle Beehive using the following structure:

```
http://<Server-Name>:<Port-Number>/content/dav
```

> **Example:**   Your server name is barton.oracle.com and your port
> number is 7777, so the URL you enter is
> `http://barton.oracle.com:7777/content/dav`.

If you do not know your Oracle Beehive URL, please contact your system
administrator.

6. Enter your user name and password, and click **OK**.

7. Enter a name for your network place, and click **Next**.

8. If you want to access this network place immediately, select the **Open this
   network place when I click Finish** check box.

9. Click **Finish**.

To log out of Oracle Beehive:

1. Click the **Logout** link in the top right-hand corner of the page.

2. Delete the corresponding network place from the **My Network Places** list.

> **Caution:**   When logging out of Oracle Beehive, make sure that you
> have not performed any other WebDAV-related actions between step 1
> and step 2.

Supported Web Folder Versions

Oracle Beehive supports the following versions of Windows XP Web Folders:

- 11.0.6715.60 or later
- 12.0.4518.1014 or later

Known Issues

- **Microsoft Windows XP Professional 2002 Service Pack 2:** When you create a
  folder in your personal workspace, you may receive an error message stating that
  an entity was not found. Ignore the error. The folder will be created normally.

- **Web Folders 12.0.4518.1014:**

  – Opening a text file will generate an error message stating that the file name,
    directory name, or volume label syntax is incorrect. Ignore the error.

  – Moving or copying a file to a directory where a file with the same name exists
    will fail.

WebDAV Server Behavior in Mac OS X

When right-clicking a folder or document on a WebDAV server, the following Mac OS
X options will not work:

- Make Alias
- Create Archive

If you want to reduce the number of files sent from your desktop to the Oracle Beehive
WebDAV server, you can disable the creation of .DS_Store files on your Macintosh
using instructions found at the following location:
http://docs.info.apple.com/article.html?artnum=301711

However, disabling the creation of .DS_Store files on your Macintosh will prevent you from copying files from a Local File System to the Oracle Beehive WebDAV server. All other WebDAV operations should function normally.

FTP Clients

FileZilla 2.x

Operating System: Windows XP

Configuration

To configure FileZilla to connect to Oracle Beehive:

1. From the **File** menu, select **Site Manager**.

2. Click **New Site**.

3. Enter a name for the site.

4. In the **Host** field, enter your server name (e.g. myserver.oracle.com).

5. Enter your port number.

6. From the **Servertype** list, select **FTP**.

7. In the **Logontype** section, select the **Normal** check box.

8. Enter your user name and password.

9. Click **Connect**.

10. Click **Save and Exit**.

Windows Character Sets and Uploading

Uploading a file to a directory using the Windows-1252 user character set *and* a non-English language will fail.

NCFTP 3.2.6

Operating System: Linux

To configure NCFTP to connect to Oracle Beehive:

1. Launch NCFTP.

2. Connect to the Oracle Beehive server using the `open` command with the **-u** (user name) and **-P** (port number) options and arguments. For example, if your user name, port number, and server name were jcoetzee, 7777, and barton.oracle.com, respectively, you would type `open -u jcoetzee -P 7777 barton.oracle.com`.

3. For more information, consult the NCFTP documentation.

SmartFTP 2.5.0

Operating System: Windows XP

To configure SmartFTP to connect to Oracle Beehive:

1. From the **File** menu, select **New Remote Browser**.

2. Select **Normal FTP** from the **Protocol** list.

3. In the **Host** field, enter the name of your server. For example, if your server name is barton.oracle.com, you would enter `barton.oracle.com` in the **Host** field. If you do not know your server name, please contact your system administrator.

4. Enter the port number of your server in the **Port** field.

5. Select **Username and Password** from the **Login Type** list.

6. Enter your user name and password.

7. Click **OK**.

Transmit 3.5.0

Operating System: Mac OS X 10.4.9

Configuration

To configure Transmit to connect to Oracle Beehive:

1. In the **Server** field, enter the server name. For example, if your server name is barton.oracle.com, you would enter `barton.oracle.com` in the **Server** field. If you do not know your server name, please contact your system administrator.

2. Enter your user name and password.

3. Enter the port number of your server.

4. Select **FTP** from the **Protocol** list.

5. Click **Connect**.

Copying Document Aliases

When you transfer a document alias, Transmit will transfer the original document, not the alias.

Time Management Clients (CalDAV)

iCal 3.0

Operating System: Mac OS X 10.5

To configure iCal to connect to Oracle Beehive:

1. Open a Web browser and enter the location of your Oracle Beehive calendar data using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/caldav
   ```

   > **Example:** Your server name is barton.oracle.com and your port number is 7777, so the URL you enter is `http://barton.oracle.com:7777/caldav`.

If you do not know your Oracle Beehive calendar data URL, please contact your system administrator.

2. Enter your Oracle Beehive user name and password. Click **OK**.

3. Click the **Help** link in the top right-hand corner of the window.

4. Copy the URL next to **Apple iCal**.

5. From the **iCal** menu, select **Preferences**.

6. Click the **Accounts** tab.

7. Click **+** to add an account.

8. Enter a description for the account.

9. Enter your Oracle Beehive user name and password.

10. Click the **Server Options** arrow.

11. In the **Account URL** field, paste the URL you copied in step 4.

12. Click **Add**. If a warning appears, ignore it and click **OK**.

13. Close the **Accounts** window. Your Oracle Beehive calendar is now listed as **Default Calendar** under the account description heading in the left-hand column.

Mozilla Lightning 0.8

Operating Systems: Windows XP, Mac OS X 10.4.9, and Linux

Configuration

To configure Mozilla Lightning to connect to Oracle Beehive:

Windows and Linux

1. Make sure that Mozilla Thunderbird 2.0 is running and that you have installed the Lightning add-on.

2. On the **Calendars** tab, click **New**.

3. Select **On the Network** and click **Next**.

4. Select **CalDAV** from the **Format** list.

5. In the **Location** field, enter the location of your Oracle Beehive calendar data using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/caldav/<Enterprise-ID>/home/<User-ID>/calendars/MyCalendar
   ```

   > **Example:** Your server name is barton.oracle.com, your port number is 7777, your enterprise ID is OracleBeehive, and your user ID is jcoetzee. Therefore, your calendar URL is
   > ```
   > http://barton.oracle.com:7777/caldav/OracleBeehive/home/jcoetzee/calendars/MyCalendar.
   > ```

If you do not know your Oracle Beehive calendar data URL, please contact your system administrator.

6. Enter a calendar name, choose a display color for your calendar entries, and click **Next**.

7. Enter your user name and password, and click **OK**.

8. Click **Finish**. You are now subscribed to your Oracle Beehive calendar. It may take a few seconds for Lightning to retrieve the contents of your calendar from the server.

Macintosh

1. Make sure that Mozilla Thunderbird 2.0 is running and that you have installed the Lightning add-on.

2. On the **Calendars** tab, click **New**.

3. Select **On the Network** and click **Next**.

4. Select **CalDAV** from the **Format** list.

5. In the **Location** field, enter the location of your Oracle Beehive calendar data using the following structure:

    ```
    http://<Server-Name>:<Port-Number>/caldav/<Enterprise-ID>/hom
    e/<User-ID>/calendars/MyCalendar
    ```

    > **Example:** Your server name is barton.oracle.com, your port number is 7777, your enterprise ID is OracleBeehive, and your user ID is jcoetzee. Therefore, your calendar URL is
    > ```
    > http://barton.oracle.com:7777/caldav/OracleBeehive/h
    > ome/jcoetzee/calendars/MyCalendar.
    > ```

    If you do not know your Oracle Beehive calendar data URL, please contact your system administrator.

6. Enter a calendar name, choose a display color for your calendar entries, and click **Next**.

7. Enter your user name and password, and click **OK**.

8. Click **Finish**. You are now subscribed to your Oracle Beehive calendar. It may take a few seconds for Lightning to retrieve the contents of your calendar from the server.

Time Zone Settings

Make sure you select the appropriate time zone for your location before you begin working with your Oracle Beehive calendar. Otherwise, your calendar events may not appear at the right times.

Mozilla Sunbird 0.8

Operating Systems: Windows XP, Mac OS 10.4.9, Linux

To configure Mozilla Sunbird to connect to Oracle Beehive:

Windows and Linux

1. From the **File** menu, select **Subscribe to Remote Calendar**.

2. Select **On the Network** and click **Next**.

3. In the **Format** section, select **CalDAV**.

4. In the **Location** field, enter the location of your Oracle Beehive calendar data using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/caldav/<Enterprise-ID>/home/<User-ID>/calendars/MyCalendar
   ```

   > **Example:** Your server name is barton.oracle.com, your port number is 7777, your enterprise ID is OracleBeehive, and your user ID is jcoetzee. Therefore, your calendar URL is
   > ```
   > http://barton.oracle.com:7777/caldav/OracleBeehive/home/jcoetzee/calendars/MyCalendar.
   > ```

   If you do not know your Oracle Beehive calendar data URL, please contact your system administrator.

5. Click **Next**.

6. Enter a calendar name, select a calendar color, and click **Next**.

7. Enter your user name and password, and click **OK**.

8. Click **Finish**. You are now subscribed to your Oracle Beehive calendar.

Macintosh

1. From the **File** menu, select **Subscribe to Remote Calendar**.

2. Select **On the Network** and click **Continue**.

3. In the **Format** section, select **CalDAV**.

4. In the **Location** field, enter the location of your Oracle Beehive calendar data using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/caldav/<Enterprise-ID>/home/<User-ID>/calendars/MyCalendar
   ```

   > **Example:** Your server name is barton.oracle.com, your port number is 7777, your enterprise ID is OracleBeehive, and your user ID is jcoetzee. Therefore, your calendar URL is
   > ```
   > http://barton.oracle.com:7777/caldav/OracleBeehive/home/jcoetzee/calendars/MyCalendar.
   > ```

   If you do not know your Oracle Beehive calendar data URL, please contact your system administrator.

5. Click **Continue**.

6. Enter a calendar name, select a calendar color, and click **Continue**.

7. Enter your user name and password, and click **OK**.

8. Click **Done**. You are now subscribed to your Oracle Beehive calendar.

Troubleshooting

This section covers ways to troubleshoot issues that might arise when using a CalDAV client to connect to Oracle Beehive.

Mozilla Lightning and Mozilla Sunbird

Error Messages Occasionally, you may encounter the following error message: "There has been an error reading data for calendar: *<Your-Calendar-Name>*. It has been disabled until it is safe to use it." This message occurs for one of the following reasons:

- If you receive this message but you are still able to access some calendar data, it is a temporary problem with the Oracle Beehive server. If you are using Lightning 0.7 or later or Sunbird 0.7 or later, the problem should resolve itself. If you are using Lightning 0.5 or Sunbird 0.5, you must quit the application and restart for your data to appear normally.

- You have entered the wrong calendar URL. Please verify your calendar URL with your system administrator.

Event Creation If an event you have created does not appear in your Oracle Beehive calendar, make sure that you have not accidentally created the event in your local calendar instead.

Scheduling Meetings with Other Oracle Beehive Users Meetings for which you have not yet indicated an attendance status appear with a **?** in their titles. To confirm your attendance status for a meeting, change the **?** to a **+**. To decline the meeting, delete it from your calendar, or change the **?** to a **-**.

Optimizing Memory Usage To avoid excessive memory use, set your calendar refresh interval to no less than 30 minutes by performing the following steps:

1. From the **Tools** menu, select **Options**.

2. Click the **General** tab.

3. Select the **Refresh calendars every** check box and set the interval to at least 30 minutes.

4. Click **OK**.

> **Note:** You can manually refresh your calendar at any time by selecting **Reload Remote Calendars** from the **File** menu.

Limitations

- A maximum of 250 meetings are supported per calendar.

- Oracle Beehive 1.3 only: When you assign delegate rights to another user, it may take up to six hours for the user to be able to work as your delegate.

- When you create a meeting in a team workspace, all team workspace members are invited by default.

- The date range for events in your calendar is limited to one month in the past and two years into the future.

- Oracle Beehive does not support the following iCal features:
  - External attachments
  - Delegation
  - Managing available hours

– Marking events or tasks as Private

– Specifying whether one of your calendars affects your general availability

■ iCalendar categories do not map to Oracle Beehive tags.

■ You cannot create holidays in team workspaces.

E-mail Clients

Mail 2.1

Operating System: Mac OS X 10.4.9

To configure Mail to connect to Oracle Beehive:

1. From the **New Account** dialog box, select **IMAP** from the **Account Type** list.

2. Enter your name and e-mail address.

3. Enter a description for your account and click **Continue**.

4. Enter your incoming mail server and password in the appropriate fields and click **Continue**. If you encounter an error stating that your mail server cannot be reached, ignore it.

5. Enter your outgoing mail server in the field and click **Continue**. If you encounter an error stating that your mail server cannot be reached, ignore it.

6. Click **Continue**.

7. Review the information you have entered. Click **Go Back** if you want to change any settings. Otherwise, click **Continue** to create your account.

8. Click **Done**.

9. Select your account from the list on the left-hand side and click the **Account Information** tab.

10. Click **Server Settings**.

11. Enter the port number for your outgoing mail server in the **Server port** field.

12. Click the **Advanced** tab.

13. Enter the port number for your incoming mail server in the **Port** field.

14. Save your changes and exit the **Accounts** dialog box.

Microsoft Outlook 2003

Operating System: Windows XP

This section describes how to connect to Oracle Beehive using Microsoft Outlook with a standard IMAP server for e-mail access only. For a complete Oracle Beehive experience that includes e-mail, calendar, contacts, and tasks, you must install Oracle Beehive Integration for Outlook. Contact your system administrator for more information.

To configure Microsoft Outlook to connect to Oracle Beehive:

1. From the **Start** menu, click **Control Panel**.

2. Double-click the **Mail** icon.

3. Click **Show Profiles**.

4. Click **Add**.

5. Enter a profile name and click **OK**.

6. Select **Add a new e-mail account** and click **Next**.

7. Select **IMAP** and click **Next**.

8. Enter your name and e-mail address.

9. Enter your user name and password.

10. Enter your incoming and outgoing mail servers. If you do not know your mail servers, please contact your system administrator.

11. Click **More Settings**.

12. Click the **Advanced** tab and enter port numbers for your incoming and outgoing mail servers.

13. Click **OK**.

14. Click **Next**.

15. Click **Finish**.

16. Click **OK** to exit the **Mail** dialog box.

Microsoft Outlook 2007

Operating System: Windows XP

This section describes how to connect to Oracle Beehive using Microsoft Outlook with a standard IMAP server for e-mail access only. For a complete Oracle Beehive experience that includes e-mail, calendar, contacts, and tasks, you must install Oracle Beehive Integration for Outlook. Contact your system administrator for more information.

To configure Microsoft Outlook to connect to Oracle Beehive:

1. In the **E-mail accounts** dialog box, Outlook will ask you if you want to set up a new e-mail account. Select **Yes** and click **Next**.

2. Select the **Manually configure server settings or additional server types** check box and click **Next**.

3. Select **Internet E-mail** and click **Next**.

4. From the **Account Type** list, select **IMAP**.

5. Enter your incoming and outgoing mail servers.

6. Enter your user name and password.

7. Click **More Settings**.

8. Click the **Advanced** tab.

9. Enter port numbers for your incoming and outgoing mail servers. Click **OK**.

10. Click **Next**.

11. Click **Finish**.

Mozilla Thunderbird 2.0

Operating Systems: Windows XP and Linux

To configure Mozilla Thunderbird to connect to Oracle Beehive:

1. From the **New Account Setup** dialog box, select **Email account**, and click **Next**.

2. Enter your name and e-mail address, and click **Next**.

3. Select **IMAP**, enter the name of your incoming mail server, and click **Next**.

4. Enter your user name and click **Next**.

5. Enter a name for your account and click **Next**.

6. Verify that all your information is accurate. If you want to edit your account information, click **Back**. Otherwise, click **Finish** to create your account.

7. From the **Tools** menu, select **Account Settings**.

8. Select **Server Settings** from the list on the left-hand side. Enter a port number for your incoming mail server.

9. Select **Outgoing Server (SMTP)** from the list on the left-hand side. Select your server and click **Edit**.

10. Enter a port number for your outgoing mail server and click **OK**.

11. Click **OK** to save your account settings.

Instant Messaging Clients

iChat 3.1.8

Operating System: Mac OS X 10.4.9

To configure iChat to connect to Oracle Beehive:

1. From the **iChat** menu, select **Preferences**.

2. Click **+** to create an account.

3. Select **Jabber Account** from the **Account Type** list.

4. Enter your e-mail address and password. The server field will automatically fill in the appropriate server name.

5. Enter a description for this account and click **Add**.

6. Click **Server Settings** and enter the port number for your Jabber server. If you do not know your port number, please contact your system administrator.

7. From the **iChat** menu, select **Log In to Jabber**.

Oracle Messenger 10.1.2.3

Operating System: Windows XP

To configure Oracle Messenger to connect to Oracle Beehive:

1. From the **Tools** menu, select **Options**.

2. Click the **Connection** tab and select the **Manual Configuration for XMPP Connection** check box.

3. In the **XMPP Host** field, enter the name of your server. For example, if your server name is barton.oracle.com, you would enter `barton.oracle.com` in the field.

4. In the **XMPP Port** field, enter the port number for your server.

5. Click **OK**.

6. From the **File** menu, select **Sign In**.

7. Enter your user name and password.

8. In the **Resource** field, enter your enterprise identifier. If you do not know your enterprise identifier, please contact your system administrator.

9. Click **OK**.

Pidgin 2.0

Operating Systems: Windows XP, Linux

To configure Pidgin to connect to Oracle Beehive:

1. Click **Add**.

2. On the **Basic** tab, choose **XMPP** from the Protocol list.

3. Enter your screen name (typically your full e-mail address). If you do not know your screen name, please contact your system administrator.

4. In the **Domain** field, enter your domain name. For example, if your server name were barton.oracle.com, you would enter `oracle.com` as the domain name.

5. Click the **Advanced** tab. If you are not using TLS, select the **Allow plaintext auth over unencrypted streams** check box.

6. Enter the full name of your server in the **Connect server:** field. For example, if your server name is barton.oracle.com, you would enter `barton.oracle.com` in the field.

7. Click **Save**.

Trillian Pro

Operating System: Windows XP

To configure Trillian Pro to connect to Oracle Beehive:

1. From the **Trillian** menu, select **Trillian Preferences**.

2. Click **Plugins**.

3. Select the **Jabber** check box.

4. Click **Identities & Connections** in the list on the left-hand side.

5. Select an identity and click **Add a new connection**. Select **Jabber** from the list.

6. In the **JID** field, enter your user name and your XMPP domain name using the `<User-Name>@<Domain-Name>` structure. For example, if your user name is jcoetzee and your XMPP domain name is oracle.com, you enter `jcoetzee@oracle.com` in the **JID** field.

7. Enter your server name.

8. Enter your password.

9. Click **Connect**.

Troubleshooting

You cannot transfer files securely when using an instant messaging client to connect to Oracle Beehive. Though your SSL connection to the server is secure, files will be not securely transferred. When you attempt to transfer a file, you will be warned that the file transfer will be unsecure. You can then proceed with the unsecure file transfer or cancel the operation.

3

Configuring Mobile Devices

This module describes how to configure your mobile device to connect to Oracle Beehive, and contains the following topics:

- Registering Your Mobile Device
- Enabling SMS Notifications
- Windows Pocket PC and Windows SmartPhone
- Palm OS
- RIM BlackBerry
- Sony Ericsson Symbian
- Sony Ericsson Java Platform
- Nokia Series 40
- Nokia Series 60
- Apple iPhone
- Instant Messaging on Your Mobile Device
- Customizing Synchronization

> **Note:** Certain instructions in this module are specific to Oracle Beehive 1.2 or Oracle Beehive 1.3, and are noted as such throughout the module.

Registering Your Mobile Device

To register your mobile device:

1. Access the Oracle Beehive mobile device log-in (1.2) or User Preferences (1.3) page. Typically, the URL will follow this structure:

   `http://<Your-Server-Name>/mobiledm/` or
   `https://<Your-Server-Name>/mobiledm/` (1.2)

   `http://<Your-Server-Name>/uss/` or
   `https://<Your-Server-Name>/uss/` (1.3)

2. Enter your user name and password, and log in.

3. Click **Mobile Devices** (1.3 only).

4. Enter the phone number of your mobile device, including the country code, and click **Add**. Oracle Beehive will send a Short Message Service (SMS) message to your mobile device. Click the URL provided within the SMS message to complete the registration.

> **Note:** If your device fails to receive the SMS message, you will need to manually access the mobile device log-in page from your mobile browser using `http://<Your-Server-Name>/mobiledm` or `https://<Your-Server-Name>/mobiledm`.

Enabling SMS Notifications

To enable SMS notifications for your mobile device:

1. Access the Oracle Beehive mobile device log-in (1.2) or User Preferences (1.3) page. Typically, the URL will follow this structure:

   `http://<Your-Server-Name>/mobiledm/` or
   `https://<Your-Server-Name>/mobiledm/` (1.2)

   `http://<Your-Server-Name>/uss/` or
   `https://<Your-Server-Name>/uss/` (1.3)

2. Enter your user name and password, and log in.

3. Click **Mobile Devices** (1.3 only).

4. Before you can receive SMS notifications, you must register your mobile device. To add your mobile device to the **My Devices** list, enter the phone number of your mobile device, including the country code, and click **Add**. Alternatively, if your mobile device is already on the **My Devices** list, select **Edit** from the **Actions** column.

5. Select the **Enable SMS notifications on this device** check box to send yourself SMS reminders for meetings you are planning to attend.

> **Note:** By default, Oracle Beehive only sends reminders as SMS messages when you enable this option. Non-reminder notifications are sent to your inbox. To have non-reminder notifications sent as SMS, use the options on the Oracle Beehive User Preferences page. For more information, see Configuring Your Notifications.

6. Optionally, edit the name of your mobile device.

7. Select **Save**.

Windows Pocket PC and Windows SmartPhone

Supported Devices

- i-mate K-JAM
- AT&T 3125

- Samsung BlackJack SGH-i607

- AT&T 8125/8525

- AT&T Tilt

- Palm Treo 750/700w

- T-Mobile Dash

- T-Mobile Wing

- Samsung SCH-i760

- HTC Touch

- HTC Wizard

- Motorola Q/Q Global

- Moto Q music 9m/9c

- Any Windows Mobile 5 or 6 PocketPC or SmartPhone

Over-the-Air Configuration Using SMS

This section will instruct you on how to configure your mobile device to connect to Oracle Beehive through Over-the-Air (OTA) provisioning using SMS.

To configure your mobile device for OTA provisioning using SMS:

1. Register your mobile device. Upon registration, Oracle Beehive will send an SMS message to your mobile device. For more information, see Registering Your Mobile Device.

2. On your mobile device, select the link provided in the SMS message to launch Pocket Internet Explorer. A web page is displayed with Oracle Mobile Management Console available for download.

3. Select **Oracle Mobile Management Console** to start the download.

4. Once Oracle Mobile Management Console has finished downloading, please review your user information:

   - Enter your user name. Unless your system administrator has said otherwise, your user name is your full e-mail address.

   - Enter a valid password.

   - The Oracle Beehive URL should already appear in the appropriate field. If it is not present, enter the URL provided by your system administrator. Typically, the URL will follow this structure:

     ```
     http://<Your-Server-Name>/mobiledm/ or
     https://<Your-Server-Name>/mobiledm/ (1.2)
     ```

     ```
     http://<Your-Server-Name>/uss/ or
     https://<Your-Server-Name>/uss/ (1.3)
     ```

5. Select **OK**.

6. Choose applications to install from the list and select **OK**. Synthesis AG Synthesis SyncML allows you to synchronize your Oracle Beehive mobile events, tasks, and contacts with your computer. Oracle Beehive Mobile Client allows you to send and receive messages on your mobile device.

> **Note:** Synthesis SyncML is a third-party application. In order for Synthesis SyncML to appear in the list, your organization must have purchased the application and made it available in Oracle Beehive. Please contact your system administrator for more information.

7. Select **Yes** to any prompts you receive during installation.

> **Note:** If you have a storage card, choose whether to install Oracle Beehive on the storage card or on your mobile device, and select **Install**.

Over-the-Air Configuration Without SMS

To configure your mobile device for OTA provisioning without using SMS:

1. On your mobile device, launch Pocket Internet Explorer.

2. Enter the Oracle Beehive URL that your system administrator has provided. Normally the URL should be either `http://<Your-Server-Name>/mobiledm` or `https://<Your-Server-Name>/mobiledm`.

3. Follow steps 3 through 8 in Over-the-Air Configuration Using SMS.

Configuration Using ActiveSync

To configure your mobile device using ActiveSync:

1. Access the Oracle Beehive mobile device log-in (1.2) or User Preferences (1.3) page. Typically, the URL will follow this structure:

   `http://<Your-Server-Name>/mobiledm/` or
   `https://<Your-Server-Name>/mobiledm/` (1.2)

   `http://<Your-Server-Name>/uss/` or
   `https://<Your-Server-Name>/uss/` (1.3)

2. Enter your user name and password, and log in.

3. Click **Mobile Devices** (1.3 only).

4. Select **Oracle Mobile Management Console for Windows Mobile 5 & 6** to start the download.

5. Once you have finished downloading the application, double-click the Beehive executable to start installation.

6. Make sure that your mobile device is connected to your computer (cradled, connected via USB cable, or connected wirelessly via Bluetooth).

7. Make sure that ActiveSync is running, then select **Next**.

8. Enter your user name. Typically, this is your work e-mail address. If you do not know your user name, please contact your system administrator.

9. The Oracle Beehive URL should already appear in the appropriate field. If it is not present, enter the URL provided by your system administrator.

10. Select **Next**. ActiveSync will copy the needed files to your mobile device.

11. Review the user name and URL you entered before proceeding.

12. Enter your password and select **OK**.

13. Select applications to install from the list and select **OK**. Synthesis AG Synthesis SyncML allows you to synchronize your Oracle Beehive mobile events, tasks, and contacts with your computer. Oracle Beehive Mobile Client allows you to send and receive messages on your mobile device.

> **Note:** Synthesis SyncML is a third-party application. In order for Synthesis SyncML to appear in the list, your organization must have purchased the application and made it available to Oracle Beehive users. Please contact your system administrator for more information.

14. If you have a storage card, choose whether to install Oracle Beehive on the storage card or on your mobile device, and select **Install**.

15. Select **Done** or **OK** (depending on your device) to complete installation of Oracle Beehive.

Synchronizing Your Data on a Pocket PC

To synchronize your data:

1. On your device, select **Start**, then **Programs**.

2. Select **Synthesis SyncML**.

> **Note:** Synthesis SyncML is a third-party client available at http://www.synthesis.ch/.

3. Select **Extras**, then **Profile Settings**.

4. If the location of your Oracle Beehive data is not already provided, enter the location in the **SyncML Service Address** field using the following structure:

```
http://<Server-Name>:<Port-Number>/mobilesync/server
```

> **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter http://barton.oracle.com:7777/mobilesync/server in the field.

5. Enter your Oracle Beehive user name and password.

6. Under the **Synchronize** heading, select the data you want to synchronize: events, tasks, meetings, and/or messages.

7. Select **General**.

8. Select **OK**.

9. To synchronize your data, select the arrowed circle.

Synchronizing Your Data on a SmartPhone

To synchronize your data:

1. On your device, select **Start**, then **Programs**.

2. Select **Synthesis SyncML**.

Note: Synthesis SyncML is a third-party client available at http://www.synthesis.ch/.

---

3. Select **Menu**, then **Profile Settings**.

4. If the location of your Oracle Beehive data is not already provided, enter the location in the **SyncML Server Address** field using the following structure:

   http://*<Server-Name>*:*<Port-Number>*/mobilesync/server

Example: For example, if your server name is barton.oracle.com and your port number is 7777, you enter http://barton.oracle.com:7777/mobilesync/server in the field.

---

5. Enter your Oracle Beehive user name and password.

6. Under the **Data** heading, select the data you want to synchronize: events, tasks, meetings, and/or messages.

7. Select **Save**.

8. To synchronize your data, select **Sync**.

E-mail

Following installation, Oracle Beehive Mobile Client should start automatically and display the current working mode for Oracle Beehive. If the default working mode is Offline, select **Menu**, then **Synchronize**, then **Done**.

Once Oracle Beehive Mobile Client has started up, it will synchronize your e-mail for the first time. When you start the Pocket Outlook Messaging application, you will see a new account called Beehive that contains all your e-mail.

Palm OS

Supported Devices

- Palm Treo 680 running Palm OS 5.4.9

- Palm Treo 755p or 700p running Palm OS 5.4.9

- Palm Centro

- Any device running Palm OS 4.x

Configuration

To configure your mobile device for Oracle Beehive:

1. Register your mobile device. Upon registration, Oracle Beehive will send an SMS message to your mobile device. For more information, see Registering Your Mobile Device.

2. Log in to Oracle Beehive using the link provided in the SMS message. You will see a list of available applications to install.

   > **Note:** If your device fails to receive the SMS message, you will need to manually access the mobile device log-in page from your mobile browser using the same URL you used to register. For more information, see Registering Your Mobile Device.

3. If you do not have Palm Application Installer installed on your mobile device, download and install it:

   1. Select **Readme**.

   2. Select the **Palm Application Installer** link.

      > **Note:** In order for Palm Application Installer to appear in the list, your organization must have made it available to Oracle Beehive users. If the application does not appear on the list, please contact your system administrator.

   3. Select a location for your download and select **Yes**.

   4. Once the download has completed, select **Save and Open**.

   5. Select **Yes**.

      > **Note:** Your Palm Web browser may start automatically once you have installed Palm Application Installer. If your Web browser generates a 404 error, ignore it and proceed with your Oracle Beehive configuration.

4. Go back to the list of available applications to install and select **Synthesis SyncML Client PRO**.

   > **Note:** Synthesis SyncML is a third-party application. In order for Synthesis SyncML to appear in the list, your organization must have purchased the application and made it available to Oracle Beehive users. Please contact your system administrator for more information.

5. Select a location for your download and select **Yes**.

6. Once the download has completed, select **Save and Open**.

Synchronizing Your Data

To synchronize your data:

1. Select **Run** to start the Synthesis client.

2. Select **Menu**.

3. Select **Profile Settings**.

4. In the **SyncML Server URL** field, enter the location of your Oracle Beehive data using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/mobilesync/server
   ```

   > **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter
   > `http://barton.oracle.com:7777/mobilesync/server` in the field.

5. Enter your Oracle Beehive user name and password.

6. Under the **Synchronize databases** heading, select the item types you want to synchronize.

7. Select **OK** to save your settings.

8. To synchronize your data, select the arrowed circle.

E-mail

You can configure your Palm device to send and receive e-mail using ChatterEmail.

To configure your Palm device to read e-mail:

1. Access the Oracle Beehive mobile device log-in page. Typically, the URL will follow this structure: `http://<Your-Server-Name>/mobiledm/` or `https://<Your-Server-Name>/mobiledm/`

2. Select **ChatterEmail Client** to start the download.

   > **Note:** ChatterEmail is a Palm application. In order for ChatterEmail to appear in the list of mobile software available for download, your system administrator must have purchased ChatterEmail and made it available to Oracle Beehive users.

3. Choose an install location and select **Yes** to start the download.

4. Once the download is complete, select **Save and open**.

5. Click **Run** to start ChatterEmail.

6. Enter your Oracle Beehive display name, e-mail address, and password. If you do not know any of these values, please contact your system administrator.

7. Select **OK**.

8. Select the top left-hand corner of your screen.

9. Select **Edit Mailbox**.

10. In the **IMAP Server** field, enter your incoming mail server address and port number using the following structure: `<Server-Name>:<Port-Number>`

> **Example:** For example, if your server name is barton.oracle.com and your port number is 993, you enter `barton.oracle.com:993` in the field.

11. Select the **SMTP** tab.

12. In the **Login Name** field, enter your Oracle Beehive user name. Typically, this is your full work e-mail address.

13. Optionally, enter your SMTP (outgoing) mail server in the **Server** field if it is different from your IMAP (incoming) mail server. Please contact your system administrator for more information.

14. Depending on your organization's configuration, you may have to select different authentication protocols for your SMTP settings and enter your user ID. Please contact your system administrator for more information.

15. Click **OK**. ChatterEmail will connect to the Oracle Beehive server and download your e-mail messages.

Known Issues

If you are synchronizing e-mail between your Palm device and the Oracle Beehive server using the Synthesis SyncML client, do not use the **Reply All** feature on your Palm device. Using **Reply All** will cause the e-mail addresses in the **To:** field to become invalid during synchronization.

RIM BlackBerry

Supported Devices

- Pearl 8100
- Curve 8300
- 8200, 8700, and 8800 series
- 7100 and 7200 series

Configuring and Synchronizing Your Data

To configure your mobile device and synchronize your Oracle Beehive data:

1. Download the latest SyncML client for Blackberry at http://www.nexthaus.com.

2. Install the SyncML client on your device.

3. From your device's main menu, select **SyncJe-BB**.

4. Select **Menu**, then **Setting**.

5. In the **Server URL** field, enter the location of your Oracle Beehive data using the `http://<server-name>:<port-number>/mobilesync` structure. For example, if your server name is `faulkner.oracle.com` and your port number is `7777`, you enter `http://faulkner.oracle.com:7777/mobilesync` in the field.

6. Enter your Oracle Beehive user name and password.

7. Select the data store(s) you want to synchronize.

8. Enter folder names for your Oracle Beehive items:

   - Contacts: ./contacts

   - Calendar: ./calendar/events

   - ToDo: ./calendar/tasks

9. Select **Menu**, then **Save**.

10. To synchronize your data, select **Menu**, then **Start Sync**. Select **Continue** if you encounter any errors.

Sony Ericsson Symbian

Supported Devices

- M600i

- P990i

- P1

Automatic Configuration

When you register a Sony Ericsson Symbian device, Oracle Beehive will ask you if you want to receive SMS messages to automatically configure your device to synchronize data and send and receive e-mail. For more information, see Registering Your Mobile Device. If you do not want Oracle Beehive to automatically configure your mobile device, see Configuring and Synchronizing Your Data and E-mail.

Configuring and Synchronizing Your Data

To configure your mobile device and synchronize your Oracle Beehive data:

1. On your device, select **Menu**, then **Tools**.

2. Select **Remote Sync**, then **More**.

3. Select **Edit Profile**.

4. If the location of your Oracle Beehive data is not already provided, enter the location in the **Server Address** field using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/mobilesync/server
   ```

   > **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter
   > `http://barton.oracle.com:7777/mobilesync/server` in the field.

5. Enter your Oracle Beehive user name and password.

6. Select **Done**.

7. Select the item types you want to synchronize using the appropriate check boxes.

> **Note:** Oracle Beehive only supports the synchronization of calendar, tasks, e-mail, and address books.

8. For each item type you have chosen, enter the following values in the appropriate **Server database** field:

   - Calendar or Tasks: `./calendar`

   - E-mail: `./email`

   - Address Book: `./contacts`

9. To synchronize your data, select **Sync**.

E-mail

You can configure your mobile device to send and receive e-mail using IMAP and SMTP servers.

To configure your device to send and receive e-mail:

1. Select **Menu**, then **Messaging**.

2. From the pull-down menu, select **Messaging**, then **Settings**, then **Email Accounts**.

3. If you have not yet created any accounts, select **New**.

4. Enter an account name, your display name, and your full e-mail address.

5. Select **IMAP** as your connection type.

6. Select the **Inbox** tab.

7. Enter your IMAP server address, user name, and password. If you do not know any of these values, please contact your system administrator.

8. Deselect **Limit the number of emails**.

9. In the **Use Download Restrictions** section, select **Emails smaller than** and enter 3 KB in the field.

10. Make sure the **Receive Using Group** option is set to the correct group. Contact your system administrator for more information.

11. Select the **Outbox** tab.

12. Enter your outgoing server address, user name, and password.

13. Make sure the **Send Using Group** option is set to the correct group. This group may vary depending on your Internet service provider. Contact your system administrator for more information.

14. If you are using a secure server, you must enter secure settings and port information:

    a. Select **Messaging**, then **Email**, then **Settings**.

    b. Select **Account Settings**.

    c. Select your Oracle Beehive account.

    d. Select **More**, then **Edit Account**.

    e. Scroll down and select **Encryption**.

    f. To configure your incoming mail server, select **Incoming Server** and **SSL**, then enter your secure port number. To configure your outgoing mail server, select **Outgoing Server** and **SSL**, then enter your secure port number.

15. Click **Save**.

16. Click **Done** to exit the **Settings** screen.

To send and receive e-mail:

1. Select your new account.

2. From the pull-down menu that corresponds to your new account, select **Get & Send**.

> **Note:** If you are unable to send or receive e-mail, your Internet group settings may not be properly configured. Please contact your system administrator for more information.

Sony Ericsson Java Platform

Supported Devices

- UIQ devices
- JP-7
- JP-8

Synchronizing Your Data

To synchronize your Oracle Beehive data:

1. Select **Menu**, then **Organizer**, then **Synchronization**.

2. Select **New Account**, then **Add**.

3. Enter a profile name in the **Name** field.

4. If the location of your Oracle Beehive data is not already provided, enter the location in the **Server Address** field using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/mobilesync/server
   ```

   > **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter `http://barton.oracle.com:7777/mobilesync/server` in the field.

5. Enter your Oracle Beehive user name and password.

6. Set the connection to your GPRS account. If your GPRS account is not listed, consult the documentation included with your device for instructions on how to add it.

7. In the **App Settings** screen, select the item types you want to synchronize.

8. For each item type you have chosen, enter the following values in the appropriate field:

   - Calendar: `./calendar/events`

   - Tasks: `./calendar/tasks`

   - Contacts: `./contacts`

9. Save your changes.

10. Select **Menu**, then **Organizer**.

11. Select **Synchronization**.

12. Highlight the newly created profile and select **Start** to synchronize your data.

E-mail

To configure your mobile device to use Oracle Beehive e-mail:

1. Select **Menu**, then **Messaging**, then **Email**.

2. Select **Settings**, then **New Account**.

3. Select **Connection using** and choose the service provider you are using to connect to the internet.

4. Select **Connection Type**, then **IMAP4**.

5. Select **Incoming server**, enter your server address, and select **OK**.

6. Select **Username**, then enter your Oracle Beehive user name, and select **OK**. Typically, your user name is your work e-mail address. If you do not know your user name, please contact your system administrator.

7. Select **Password**, enter your Oracle Beehive password, and select **OK**.

8. Select **Outgoing server**, enter your server address, and select **OK**.

9. Select **Advanced Settings**, then **Encryption**.

10. Select **Incoming Server**, then select your encryption type.

11. Select **Outgoing Server**, then select your encryption type.

12. Select **Back**.

13. Select **Outgoing Username**, enter your SMTP user name, and select **OK**.

14. Select **Outgoing Password**, enter your SMTP password, and select **OK**.

15. Select **Incoming port**, enter your IMAP port number, and select **OK**.

16. Select **Outgoing port**, enter your SMTP port number, and select **OK**.

17. Select **Back** twice.

18. Select the account you have just created.

19. Select **Inbox**.

20. Select **Send & Receive**.

Nokia Series 40

Supported Devices

- All 3rd Edition devices

- All 5th Edition devices

Synchronizing Your Data

To synchronize your Oracle Beehive data:

1. Configure GPRS for all applications on your device. Please refer to the documentation included with your device for more information.

2. Select **Menu**, then **Settings**, then **Configuration**.

3. Select **Personal Configuration Settings**, then **Add**, then **Synchronization**.

4. Enter a name for your account.

5. If the location of your Oracle Beehive data is not already provided, enter the location in the **Server Address** field using the following structure:

   ```
   http://<Server-Name>:<Port-Number>/mobilesync/server
   ```

   > **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter
   > `http://barton.oracle.com:7777/mobilesync/server` in the field.

6. Enter your Oracle Beehive user name and password.

7. For each item type you want to synchronize, enter the following values in the appropriate field:

   - Calendar: `./calendar`

   - Contacts: `./contacts`

8. Select **Menu**, then **Settings**.

9. Select the following option based on your device:

   - Series 40 3rd Edition device: Select **Connectivity**, then **Data Transfer**.

   - Series 40 5th Edition device: Select **Sync and backup**.

10. Select **Server Synchronization**, then **Option**.

11. Select **Edit**, then **Synchronization Settings**.

12. Select **Personal Configuration**.

13. Change your account to the account you have just created.

14. Return to the **Synchronization** screen and select **Server Synchronization** to synchronize your data.

E-mail

To configure your mobile device to use Oracle Beehive e-mail:

1. Select **Menu**, then **Messaging**.

2. Select **Options**, then **New mailbox**.

3. From the **Mailbox** type screen, select **IMAP4** and select **Next**.

4. Enter your user name and select **Next**. Typically, your user name is your work e-mail address. If you do not know your user name, please contact your system administrator.

5. Enter your incoming mail server and select **Next**.

6. Enter your outgoing mail server and select **Next**.

7. From the **Access Point in use** screen, select an option:

   - **Always ask**: If an access point is in use, you are always asked whether you want to create a new access point.

   - **Create new**: If an access point is in use, a new access point is automatically created.

8. Select **Next**.

9. Enter a name for your mailbox and select **OK**.

10. Navigate back to your device's main screen and select **Menu**.

11. Select **E-mail Settings**, then **Connection Settings**.

12. Select **Incoming Mail**.

13. Enter your Oracle Beehive user name and password and scroll down.

14. Select **SSL/TLS** and set Port to **Default**.

15. Navigate to the **Outgoing E-mail Settings** menu and enter your e-mail address, user name, and password.

16. Select **StartTLS** and set Port to **Default**.

17. Return to the Oracle Beehive main menu and select **Retrieval Settings**.

18. Select **All**.

19. Return to the **Messaging** menu and open the Oracle Beehive account you have just created. You will be prompted to connect to your mailbox. Select **Yes**.

Nokia Series 60

Supported Devices

- E90 Communicator
- E61i, E62
- N-Series devices
- All 3rd edition and 3rd edition FP1 devices

Automatic Configuration

When you register a Nokia Series 60 device, Oracle Beehive will ask you if you want to receive SMS messages to automatically configure your device to synchronize data and send and receive e-mail. For more information, see Registering Your Mobile Device. If you do not want Oracle Beehive to automatically configure your mobile device, see Synchronizing Your Data and E-mail

Synchronizing Your Data

To synchronize your Oracle Beehive data:

1. Select **Menu**, then **Connectivity**.

2. Select **Sync**.

3. Select **New Sync Profile**.

4. Enter a profile name and select **Next**.

5. Select **1.2** from the **Server Version** list and select **Next**.

6. Choose which item types you want to synchronize by selecting the appropriate check boxes. Select **Next**.

7. If you have chosen to synchronize your contacts, enter `./contacts` and select **Next**.

8. If you have chosen to synchronize your calendar, enter `./calendar` and select **Next**.

9. If the location of your Oracle Beehive data is not already provided, enter the location in the **Host Address** field using the following structure:

   `http://<Server-Name>:<Port-Number>/mobilesync/server`

   > **Example:** For example, if your server name is barton.oracle.com and your port number is 7777, you enter `http://barton.oracle.com:7777/mobilesync/server` in the field.

10. Select **Next**.

11. Enter your Oracle Beehive user name and password.

12. Select **Yes** to save your profile.

13. From the **Sync** screen, select your Oracle Beehive profile.

14. Select **Options**.

15. Select **Synchronize**.

E-mail

To configure your mobile device to use Oracle Beehive e-mail:

1. Select **Menu**, then **Messaging**.

2. Select **Options**, then **New mailbox**.

3. From the **Mailbox** type screen, select **IMAP4** and select **Next**.

4. Enter your user name and select **Next**. Typically, your user name is your work e-mail address. If you do not know your user name, please contact your system administrator.

5. Enter your incoming mail server and select **Next**.

6. Enter your outgoing mail server and select **Next**.

7. From the **Access Point in use** screen, select an option:

- **Always ask**: If an access point is in use, you are always asked whether you want to create a new access point.

- **Create new**: If an access point is in use, a new access point is automatically created.

8. Select **Next**.

9. Enter a name for your mailbox and select **OK**.

10. Navigate back to your device's main screen and select **Menu**.

11. Select **E-mail Settings**, then **Connection Settings**.

12. Select **Incoming Mail**.

13. Enter your Oracle Beehive user name and password and scroll down.

14. Select **SSL/TLS** and set Port to **Default**.

15. Navigate to the **Outgoing E-mail Settings** menu and enter your e-mail address, user name, and password.

16. Select **StartTLS** and set Port to **Default**.

17. Return to the Oracle Beehive main menu and select **Retrieval Settings**.

18. Select **All**.

19. Return to the **Messaging** menu and open the Oracle Beehive account you have just created. You will be prompted to connect to your mailbox. Select **Yes**.

Apple iPhone

Synchronizing Your Data

If you use Microsoft Outlook with Oracle Beehive Integration for Outlook, you can synchronize your iPhone calendar, tasks, and contacts with your Outlook folders using iTunes. For more information, consult the iPhone documentation at http://www.apple.com/itunes/sync/iphone.html.

E-mail

To configure your Apple iPhone to send and receive e-mail using Oracle Beehive:

1. Tap **Settings**.

2. Tap **Mail**.

3. Tap **Add Account**.

4. Tap **Other**.

5. Enter your name, e-mail address, and a description of the Oracle Beehive e-mail account.

6. Enter your incoming mail server, user name, and password. Typically, your user name is your work e-mail address. If you do not know your incoming mail server, user name, or password, please contact your system administrator.

7. Enter your outgoing mail server, user name, and password.

8. Tap **Save**.

To review your e-mail settings:

1. Tap **Settings**.

2. Tap the description of your Oracle Beehive e-mail account.

3. Tap **Advanced**.

Instant Messaging on Your Mobile Device

IM+ All-in-One Mobile Messenger, a third-party client provided by SHAPE Services, enables you to communicate through instant message with other Oracle Beehive users using the XMPP (Jabber) protocol. For more information, visit the SHAPE Services web site at `http://www.shapeservices.com/en/index.php`.

Customizing Synchronization

You can customize different aspects of your Oracle Beehive user experience by setting a date range for synchronized items, choosing whether to delete items outside the specified date range, and choosing whether to synchronize declined events.

Modifying the Default Date Range

When you synchronize your mobile device, events and tasks outside the server-defined, device-specific date range are not sent to the device by default. You can override this behavior by modifying your device settings.

To modify the default date range for your mobile device:

Append `/dr(-<Days-Past>,<Days-Future>)` to the Calendar URI on your mobile device, where `<Days-Past>` is the number of days in the past, and `<Days-Future>` is the number of days in the future.

Examples:

- `./Calendar?/dr(-7,14)`: Synchronizes events and tasks seven days in the past to 14 days in the future.

- `./Calendar/Events?/dr(-30,60)`: Synchronizes events 30 days in the past to 60 days in the future.

- `./Calendar/Tasks?/dr(0,7)`: Synchronizes tasks from today to seven days in the future.

Deleting Items Outside the Date Range

Whenever you synchronize your mobile device, any events or tasks outside the specified date range of your device are archived on the server and deleted from the device by default. You can override this behavior by modifying your device settings.

To control whether or not items outside your specified date range are deleted from your mobile device during synchronization:

Append `/del(<X>)` to the Calendar URI on your device. Entering `TRUE` for `<X>` retains items outside your date range on your mobile device. Entering `FALSE` for `<X>`

deletes items outside your date range from your mobile device. You can have different settings for events and tasks.

Examples:

- `./Calendar/Tasks?/dr(-30,60)/del(false):` Synchronizes tasks 30 days in the past to 60 days in the future, but retains tasks outside this date range on your device.

- `./Calendar/Events?/dr(-30,60)/del(true):` Synchronizes events 30 days in the past to 60 days in the future, and deletes events outside this date range from your device.

Transferring Declined Events to Your Mobile Device

By default, Oracle Beehive does not transfer declined events to your mobile device during synchronization. However, you may want to view declined events on your device in case you decide to attend an event that you have previously declined.

To transfer declined events to your mobile device:

Append `/refusedentries(<X>)` to the Calendar URI on your device. Entering `TRUE` for *<X>* synchronizes all events, including declined events, on your mobile device. Entering `FALSE` for *<X>* synchronizes only accepted events and unconfirmed events on your mobile device.

Examples:

- `./Calendar?/refusedentries(true):` Synchronizes all events (including declined events) and tasks.

- `./Calendar?/dr(-7,14)/refusedentries(true):` Synchronizes all events (including declined events) and tasks seven days in the past and 14 days in the future.

- `./Calendar/Events?/refusedentries(false):` Synchronizes only accepted events and unconfirmed events.

4

Configuring Preferences

Oracle Beehive Release 1 (1.3) allows you to configure preferences that will be valid for any client you use to connect to Oracle Beehive. To configure your preferences, access the Oracle Beehive User Preferences page using the following structure:

```
http://<Your-Server-Name>/uss
```

> **Note:** If you do not know your server name, please contact your system administrator.

Configuring Your Out of Office Message

You can instruct Oracle Beehive to generate an automatic reply during periods when you are away from your workstation or out of the office.

To use the Out of Office Assistant:

1. From Oracle Beehive User Preferences page, click **Out of Office**.

2. Select the **Enable your auto-reply message** check box to enable the assistant.

3. Set a duration for your automatic reply by entering dates in the **Start** and **End** fields. Optionally, click the calendar button next to each field to select a date from a mini-calendar.

4. In the **Auto-Reply Message** field, enter a message indicating your unavailability.

5. Click **Save**.

> **Note:** When both start and end dates are provided, the duration for the automatic reply is determined by the specified start and end dates. If you have entered an end date but no start date, the automatic rely becomes effective once you click **Save**. If you have entered a start date but no end date, the automatic reply remains effective until you deselect the **Enable** check box and click **Save**.

Configuring Your Server-Side Rules

Use server-side rules if you want certain actions to be performed automatically on all incoming mail. Because these rules are stored on the Oracle Beehive server, they are available to you regardless of how and where you access your Oracle Beehive data.

To create a server-side rule:

1. From the Oracle Beehive User Preferences page, click **Server Side Rules**.

2. Click **New**.

3. Enter a name for the rule.

4. On the **Criteria matching** line, select an option. Selecting **AND** instructs the rule to perform actions only if the incoming mail meets *all* specified conditions. Selecting **OR** instructs the rule to perform actions if the incoming mail meets *any* specified condition.

5. In the **Conditions** section, select one or more conditions that will trigger the rule:

   - **Subject line**: The Subject line of the message contains text that you specify.

   - **From line**: The From field of the message contains a whole e-mail address or part of an e-mail address.

   - **To line**: The To field of the message contains a whole-email address or part of an e-mail address.

   - **CC line**: The CC field of the message contains a whole e-mail address or part of an e-mail address.

   - **Priority is**: The message Priority is set to a certain level.

6. In the **Actions** section, select one or more actions to be performed after the rule triggers:

   - **Move to folder**: Move the message to another folder. Select a folder from the pull-down menu.

   - **Forward to recipients**: Forward the message to a list of recipients. Enter a comma-delimited list of recipients in the field.

   - **Bcc to recipients**: Send a blind (Bcc) copy of the message to a list of recipients. Enter a comma-delimited list of recipients in the field.

   - **Mark it as**: Mark the message as read or flagged. In the **Rule description** section, click the **action** link and select an option.

   - **Notify me by**: Send an instant message or SMS notification for the message.

   - **Delete**: Delete the message.

7. Optionally, in the **Exceptions** section, select one or more conditions when your rules should not apply.

8. Click **Save**. If you create multiple rules, they are applied in the order in which they are shown in the **My Email Rules** section.

Configuring Your Notifications

You can configure your Oracle Beehive notifications.

To configure your Oracle Beehive notifications:

1. From the Oracle Beehive User Preferences page, click **Notifications**.

2. Optionally, choose a condition in the **Notify me when...** column and click **Edit** from the **Action** column.

3. Select one or more delivery channels for notifications to be sent whenever the selected condition is met:

- **Use default**: Oracle Beehive will use the default delivery channel you specified in the **My Notifications** section of the **Notifications** page.

- **Inbox**: Oracle Beehive will deliver e-mail notifications to your Inbox.

- **SMS**: Oracle Beehive will deliver SMS notifications to your mobile device.

- **Instant Message**: Oracle Beehive will deliver IM notifications to your instant messaging client.

4. Optionally, deselect the **Enabled** check box to disable notifications for the condition.

5. Click **Save** to save your changes and return to the **Notifications** page.

6. Optionally, repeat steps 2 through 5 for another condition in the **Notify me when...** column.

7. In the bottom half of the **My Notifications** section, select one or more default delivery channels using the check boxes provided. If you have not specified a delivery channel for a given condition, your default delivery channel(s) will be used. You must specify at least one default delivery channel.

8. Optionally, enable or disable notification delivery for one or more channels using the check boxes in the **Delivery Control** section.

9. Click **Save**.