

# **Version 4.3 for Windows New Features Manual**

To display the desired section, click the topic in the Table of Contents.

This manual was written for use with the Eudora® for Windows software version 4.3. This manual and the Eudora software described in it are copyrighted, with all rights reserved. This manual and the Eudora software may not be copied, except as otherwise provided in your software license or as expressly permitted in writing by QUALCOMM Incorporated.

Copyright © 1999 by QUALCOMM Incorporated. All rights reserved.

Eudora is a registered trademark of QUALCOMM Incorporated.

PureVoice and SmartRate are trademarks of QUALCOMM Incorporated.

WorldMail is a trademark of QUALCOMM Incorporated.

QUALCOMM is a registered trademark and registered service mark of QUALCOMM Incorporated.

Microsoft, Outlook, and Windows are either registered trademarks or trademarks of Microsoft Incorporated in the United States and/or other countries.

Adobe, Acrobat, and Acrobat Exchange are registered trademarks of Adobe Systems Incorporated.

Apple and the Apple logo are registered trademarks, and QuickTime is a trademark of Apple Computer, Inc.

Netscape, Netscape Communicator, and Netscape Messenger are registered trademarks of the Netscape Communications Corporation in the United States and other countries. Netscape's logos and Netscape product and service names are also trademarks of Netscape Communications Corporation, which may be registered in other countries.

All other trademarks and service marks are the property of their respective owners.

Use of the Eudora software and other software and fonts accompanying your license (the "Software") and its documentation are governed by the terms set forth in your license. Such use is at your sole risk. The Software and its documentation (including this manual), and QUALCOMM's software maintenance and extended maintenance, if applicable, are provided "AS IS" and without warranty of any kind and QUALCOMM AND ITS LICENSORS (HEREINAFTER COLLECTIVELY REFERRED TO AS "QUALCOMM") EXPRESSLY DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND AGAINST INFRINGEMENT. QUALCOMM DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE SOFTWARE WILL MEET YOUR REQUIREMENTS, OR THAT THE OPERATION OF THE SOFTWARE WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT DEFECTS IN THE SOFTWARE WILL BE CORRECTED. FURTHERMORE, QUALCOMM DOES NOT WARRANT OR MAKE ANY REPRESENTATIONS REGARDING THE USE OR THE RESULTS OF THE USE OF THE SOFTWARE OR ITS DOCUMENTATION IN TERMS OF THEIR CORRECTNESS, ACCURACY, RELIABILITY, OR OTHERWISE. NO ORAL OR WRITTEN INFORMATION OR ADVICE GIVEN BY QUALCOMM OR A QUALCOMM AUTHORIZED REPRESENTATIVE SHALL CREATE A WARRANTY OR IN ANY WAY INCREASE THE SCOPE OF THIS WARRANTY. SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES, SO THE ABOVE EXCLUSION MAY NOT APPLY.

UNDER NO CIRCUMSTANCES INCLUDING NEGLIGENCE, SHALL QUALCOMM, ITS LICENSORS OR THEIR DIRECTORS, OFFICERS, EMPLOYEES OR AGENTS BE LIABLE FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOSS OF BUSINESS, LOSS OF PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION AND THE LIKE) ARISING OUT OF THE USE OR INABILITY TO USE THE SOFTWARE OR ITS DOCUMENTATION, EVEN IF QUALCOMM OR A QUALCOMM AUTHORIZED REPRESENTATIVE HAS BEEN ADVISED OF THE

POSSIBILITY OF SUCH DAMAGES. SOME JURISDICTIONS DO NOT ALLOW THE LIMITATION OR EXCLUSION OF LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY.

In no event shall QUALCOMM's total liability to you for all damages, losses, and causes of action (whether in contract, tort, including negligence, or otherwise) exceed the amount paid for the Software and its documentation.

### **Acknowledgments**

The Eudora software was designed and written by Jeff Beckley, Joel King, Sudheer Koganti, Scott Manjourides, Brian Minear, Subhashis Mohanty, Ben Ogdon, Bill Rhodes, Joshua Stephens, and Kusuma Vellanki. The software was QA'ed by David Hom and Jason Miller. This manual was written by Armand Rouleau based on versions by Ron Durbin, Justine Correa, and Steve Janoff. Thanks to all the users and testers of Eudora Pro, whose suggestions have made it a much better program than it otherwise would have been.

### **About the Name**

Why the name *Eudora*?

When looking for a name for this new Post Office Protocol mail program, we thought immediately of the title of the short story "Why I Live at the P.O.," and named the program after the author of the story, Eudora Welty. "Why I Live at the P.O." can be found in a collection entitled *A Curtain of Green and Other Stories* (Harcourt Brace & Co.). Ms. Welty's stories are funny, sad, and fascinating; she's surely one of the great American writers.

**January 2000**  
**PM80-48377-1**

# Contents

**Click the desired topic to display the information.**

Introduction	7
Introducing Eudora in Three Modes	7
Installation and Upgrades	7
Choosing a Eudora Mode	8
Importing from Microsoft Outlook Express 5.0	10
Super Sorting	10
Link History	11

# New Features Manual

## Introduction

Welcome to Eudora 4.3! This manual describes the new features and functions in Eudora 4.3 for Windows.

- **Introducing Eudora in Three Modes.** You can now choose which mode of Eudora is best for you: Sponsored, Paid, or Light!
- **Importing from Outlook Express™.** You may now import information and settings from Microsoft® Outlook Express 5.0.
- **Super Sorting.** You can now sort your messages in a mailbox by more than one sort criteria. Just click on one column, then another, then another and so on, the messages will sort by each column in the order they were selected.
- **Group by Subject.** You can now sort messages by grouping same subjects together.
- **Link History.** Link history tracks and links Internet web site URLs, attachments, and ads that you have clicked in Eudora.

## Introducing Eudora in Three Modes

This release of Eudora 4.3 is designed to allow you to choose from three different operating modes:

### ■ **Sponsored mode**

This mode provides the full-featured Eudora desktop email client at no charge, supported by sponsors' advertising. It includes all of the features that are in Eudora Pro 4.2 (the most recent commercial release), providing a major upgrade for the millions of people who now use Eudora Light (the less powerful freeware version).

### ■ **Paid mode**

In this mode, Eudora leads you through the payment process, then activates the full-featured desktop email client *without advertising*.

### ■ **Light mode**

This is an upgrade to the freeware version formerly known as Eudora Light. It includes fewer features than the other modes and a sponsor image or logo, but no advertising.

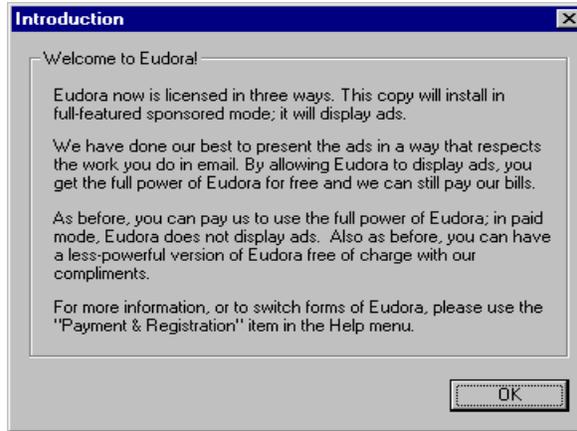
## Installation and Upgrades

When you install Eudora 4.3, it will install in either Sponsored or Paid mode.

- **New users.** If you are installing Eudora 4.3 for the first time, it will install in Sponsored mode. However, if you bought Eudora 4.3 in a product box at a retail store, it will install in Paid mode.

- **Eudora Pro 4.x users.** If you are updating your version of Eudora Pro 4.x, Eudora 4.3 will install in Paid mode.
- **Eudora Light users.** If you are updating Eudora Light, Eudora 4.3 will install in Sponsored mode.

When you install Eudora 4.3, you will see this message.



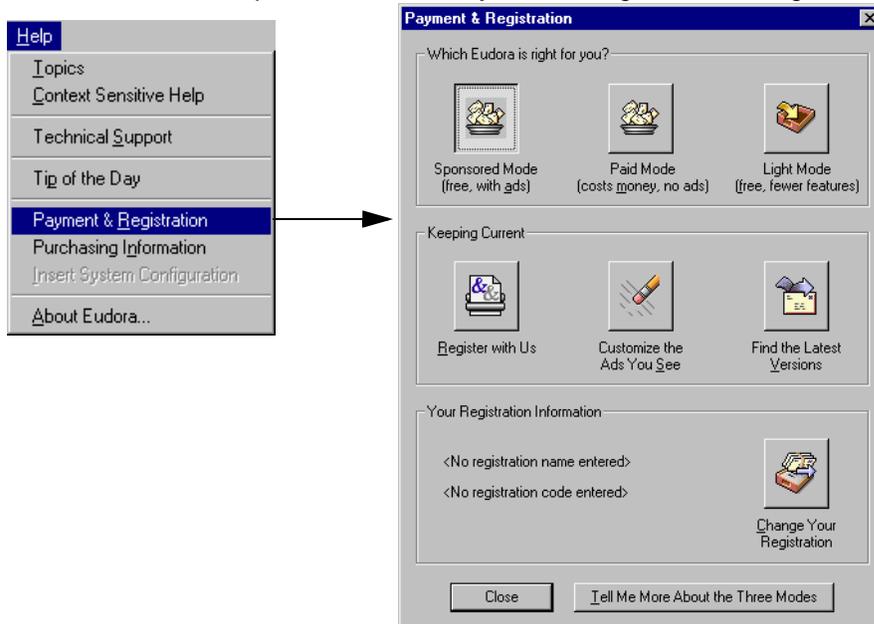
**Important.** If you purchased Eudora and decide you prefer to use Eudora in Sponsored mode, your payment will be refunded to you. See the refund information in the Eudora Quick Start Guide or in the flyer included in the box.

## Choosing a Eudora Mode

To change modes of Eudora after you install Eudora 4.3 do the following.

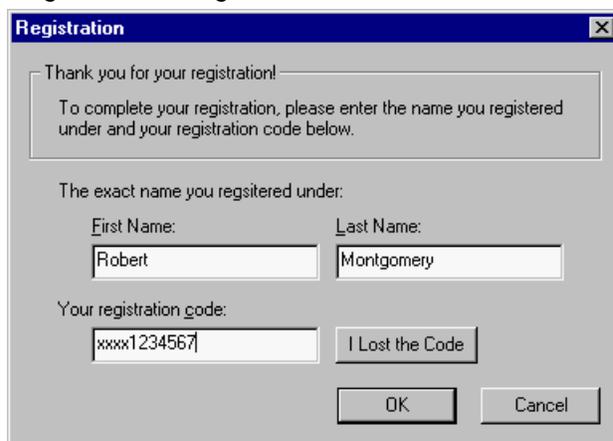
- 1 From the **Help** menu, choose **Payment & Registration**. The Payment and Registration dialog box appears.

*Help menu and the Payment & Registration dialog box*



- 2 In the **Which Eudora is for you?** section:
  - To use Eudora Email in sponsored mode, click **Sponsored Mode (free, with ads)**. Eudora will display the ad window.
  - To use Eudora Email in paid mode, click **Paid Mode (costs money, no ads)**. Eudora displays the Eudora web site for you to purchase Eudora.
  - To use Eudora Email in light mode, click **Light Mode (free, fewer features)**. Eudora changes to Eudora Email in light mode by turning off certain features.
- 3 In the **Keeping Current** section:
  - To register Eudora, click **Register with Us**. Eudora takes you to a web site where you can register Eudora. It's good to register because if you are using Eudora in sponsored or paid mode, you will be eligible for technical support. If you are using Eudora in light mode or have not registered, you are not eligible for technical support.
  - To customize the ads, click **Customize the Ads You See**. Eudora displays a web site where you can provide information about yourself to help in customizing which ads should be displayed to you.
  - To find the most current version of Eudora, click **Find the Latest Versions**. The Eudora web site displays where you can retrieve the latest version of Eudora.
- 4 In the **Your Registration Information** section, click **Change Your Registration** to change your registration when you change from one Eudora mode to another. The Registration dialog box appears.

*Registration dialog box*



The image shows a 'Registration' dialog box with a blue title bar and a close button (X) in the top right corner. The main area has a light gray background and contains the following text and controls:

- A message: "Thank you for your registration!"
- A sub-message: "To complete your registration, please enter the name you registered under and your registration code below."
- A label: "The exact name you registered under:"
- Two text input fields: "First Name:" containing "Robert" and "Last Name:" containing "Montgomery".
- A label: "Your registration code:"
- A text input field containing "xxxx1234567".
- A button labeled "I Lost the Code" to the right of the registration code field.
- Two buttons at the bottom: "OK" and "Cancel".

- 5 Enter the information and click **OK**.

**Note.** If you cannot find your Eudora registration code, click **I Lost the Code**. The Eudora web site appears for you to search for your registration code.
- 6 To exit the window, click the **X** in the right-hand corner of the window.

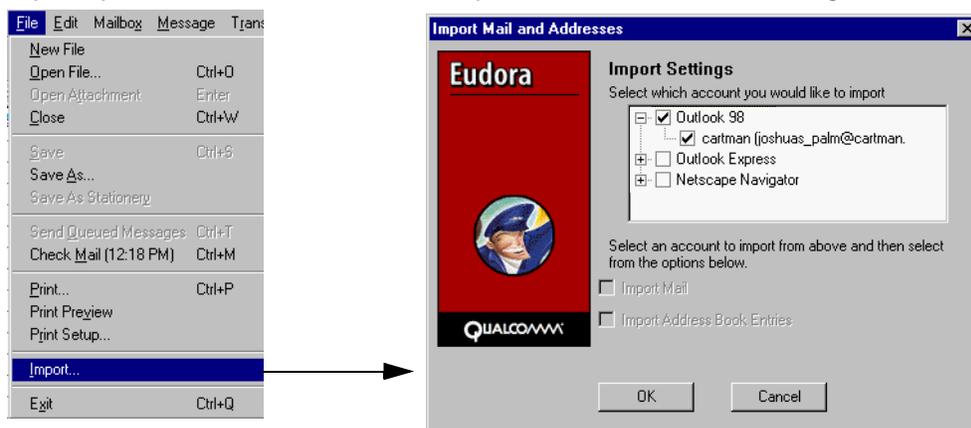
## Importing from Microsoft Outlook Express 5.0

From the File menu, you can now import your address book and messages from other email programs. You may now import from Microsoft Outlook Express 5.0.

To import from another email program including Microsoft's Outlook Express 5.0, do the following.

- 1 From the **File** menu, choose **Import**. The Import and Addresses dialog box appears.

*Import option from the File menu and Import Mail and Addresses dialog box*



- 2 To import your email messages from Outlook, check **Import Mail**. To import your address book entries, check **Import Address Book Entries**.
- 3 To transfer your email account, click **OK**. Eudora imports all settings including personalities, incoming and outgoing server names, real name, return name, and login name.

**Important.** It may take a long period of time for the migration to occur depending on how much mail, the complexity of your settings, and the size of your address book that you are importing into Eudora. During the migration, if the process stops because of a corrupt message, you must go into your Microsoft Outlook Express 5.0 and delete the corrupt message to resume the migration.

The Success window appears indicating that your migration was successful. Once migration occurs, the settings you are importing are immediate, and your mail is migrated. For more information on importing, see the online *Eudora User Manual*.

**Note.** When the migration is occurring, notice in the Mailbox window that a mailbox tree begins to form. For example, you will see the folder "Outlook" and all its mailboxes listed underneath. A plus sign (+) next to the folder name indicates that other folders/mailboxes are contained within this folder.

## Super Sorting

You can now sort messages in a mailbox sequentially using more than one sort criteria. Just click on each column heading in a sequential order, and a number appears in each heading area indicating in what order the sort will occur. The sorts can be combined in any order. However, Eudora will sort the messages by the sequence you set up.

To reverse the order of the sort, press Shift when sorting.

For example, you want your Business mailbox to sort by priority, then by username alphabetically, and then by date. In your Business mailbox, click the Priority column heading first, then the Who heading, and then the Date heading. Notice the number 1 appearing in the Priority heading, 2 in the Who heading and 3 in the Date heading. Eudora will sort your Business mailbox first by priority, then by username, then by date.

To further sort your messages using super sorting, you can now group message subjects. The messages sort by subject, then by date (oldest to current).

To group subjects together, do the following.

- 1 Open the mailbox where you want to group messages by subject.
- 2 From the **Edit** menu, choose **Sort**. The Sort submenu appears.
- 3 From the **Sort submenu**, choose **Group by Subject**.

The subjects in the mailbox are grouped by type.

## Link History

Link History is a new option on the Tools menu that displays Internet web site URLs, attachments, and ads you clicked in Eudora.

To display your link history, do the following.

### *Link History menu option and dialog box*



- 4 To view a link in the list, double-click the item or click to highlight it, then click **View**. To remove the link from the list, click **Delete**.

**Note.** The items in this window expire and do not appear after 30 days.

