

The First Time—A Step-By-Step Guide

GENERAL INFORMATION

When you open the Passport2 software, you are presented with the main Network Browser interface. You are not yet connected to any host on the network, so most of the Toolbar buttons and Menu items are disabled.

The Toolbar and Menus provide commands that (among others) allow you to set your [Interests](#), change your on-screen [Aliases](#), participate in all of the available [Activity Groups](#), and [Page a Player](#).

The two sub-windows labeled **Players** and **Activities** display lists of potential opponents (or partners) and games in progress that you can watch or join.

GETTING STARTED

1) Connect to the Internet

Before you can connect to the Passport2 Network, you must be connected to the Internet. Many systems will connect automatically for you when you start up an Internet using Program (such as Netscape Navigator or Internet Explorer), and if this is the case on your computer then you may go on to the next step. If you must make a manual connection to the Internet, now is the time to do so.

2) Connect to the Passport2 Network

Select [Connect](#) from the **Network** menu or click  in the toolbar. The Connect Dialog will appear.

New Accounts

If you do not have an account with the Passport2 Network, you may get one by clicking on the New Account button in the Connect Dialog. A new window will open and you are requested to supply sign-up information. Complete this form and click Send.

The information is encrypted and sent to our Secure Sign-Up Server for validation. If the Account Alias you requested is already in use, you are notified and given the opportunity to change it. Similarly, if your information is unacceptable, you are notified.

If everything is acceptable, you receive on-screen notification of your initial password. Record this password in a secure location. You will not be able to use your account without it. If you lose your password, you must call our Customer Support to get your account reopened.

You are now connected to the network and you may go to #3, New Activities.

Existing Accounts

Enter your Account Alias and Password in the spaces provided and click Connect. The last successful Account Alias and password will appear automatically in these spaces. If you do not have an account Alias with Passport2, click the New Account button. If everything goes well, you should be connected within a few seconds, and the Connect dialog will close. If the Connect Window doesn't go away, then something has gone wrong. If you enter an incorrect Account Alias or Password, you will be informed and given a chance to try again.

3) New Activities

When you first connect to a Passport2 Host, you are given the opportunity to download any new activities that host has to offer. We have included the software for **Chatting** and **Bridge**, but new activities may be offered to you at this point. If you are not interested in the activity, select No. If you are interested, select Yes. The download time for any particular activity will vary from 1 to 10 minutes, depending to a great degree on the speed of your modem and traffic congestion on the Internet.

If you decide not to get an activity and you later change your mind, you can select **Updates...** from the **Activities** menu to get a chance to download new activities again.

4) Select Interests

Players connected to the Network may not be interested in playing the same games or taking part in the same activities. For this reason we have allowed you to indicate your “interest” in each activity under [Interests](#) on the **Activities** drop-down menu. A check mark indicates that you are interested in the activity. When any activity is downloaded, the Browser assumes you are interested and automatically checks it. If you have not downloaded an available activity, it will appear in gray disabled text on the list. Downloaded activities appear in black type.

When you are interested in an activity, you receive messages from the network that tell you about Players that share your interest and Activity Groups that currently exist. Your Players window shows only those players that have one or more interests in common with you. Your Activities window shows only the Activities that match your interests. Additionally, you can only Host activities in which you have shown interest.

Interests may be changed at any time, whether you are connected or disconnected. If you wish to connect without appearing on a list of players available for a specific activity, deselect that activity from your interest list prior to connecting.

5) Set Your Information

After you have downloaded any activity, go to [Set Your Info](#) under Players. A tab is displayed for all activities you have downloaded. Select each one of them and set your profile information accordingly. This information is available to all other Players on the Network, so be careful what you say or indicate. Any information you change is immediately broadcast to all interested Players. Changes made when disconnected are visible on-line when you next connect.

A Few Ground Rules

On-line players are part of an immense social group of varying ages, backgrounds and beliefs sharing one thing in common—an interest in on-line group activities. Players should conduct themselves with due regard and sensitivity for diversity in the social group.

Antisocial behavior will attract the attention of Passport2 Network monitors and will bear consequences.

Browser Activities

The Browser connects you to the **Passport2 Network**, which is available 24 hours a day, seven days a week for real-time interaction with network players.

The Browser interface enables you to page  other players, find partners, join



or watch



existing activity groups, host



your own public or private activity group or chat area, access the bulletin board



to read or post general messages, and connect



or



the **Passport2 Network**.

New activities are automatically offered the first time you connect after each is available. If you do not choose to download at that time, you may go to **Updates** under the **Activities** menu later to request the new software.

Interests under the **Activities** menu includes the names of all downloaded activities in black type and the names of all available activities you have not yet downloaded in gray disabled type.

Every activity, such as Chat, has its own main window and Help files.

New Activities

When you first connect to a **Passport2** Host, you are given the opportunity to download any new activities the host has to offer. We have included the software for **Chatting** and **Bridge**, but as new activities are available they will be offered to you at this point. If you are not interested in an activity, select No. If you are interested, select Yes. The download time for any particular activity will vary from one to ten minutes, depending to a great degree on the speed of your modem and traffic congestion on the Internet.

If you decide not to get an activity and later change your mind, you can select **Updates...** from the **Activities** menu to get a chance to download new activities again.

Interests under the **Activities** menu displays all downloaded activities in black type and all available activities you have not yet downloaded in gray disabled type.

Players

Players

When you connect to the Passport2 Network you are in the Browser main window which has a section for player's names and a section for displaying icons of activity groups. The list of players includes each currently connected player who shares at least one of your **Interests** on the **Activities** menu.

You may obtain player information by selecting **Get Player Info** under the **Players** menu or by **double clicking** any player's name. You will see the activity profile tab of the other player for each Interest you both have checked in common. When any player alters an Interest by adding a check mark or deleting a check mark, the change is immediately updated on the Browser.

Contacting Other Players

There are several types of possible contact with other players. From the Network Browser interface you may send messages to individual players by paging or to the general public through BBS Browser. In addition, each activity includes its own provision for contact between the group players.

Paging



You may page any player. When you select **Page a Player** from the **Players** menu or click the above icon, you can scroll a drop-down list of all connected players who share at least one of your interests. If a particular player is not listed and you know the player's alias, you may enter the alias to send a message. Remember, another player may be connected to Passport2 and still not appear on your list of players if you do not have at least one **Interest** under the **Activities** menu checked in common.

If the player you paged is not connected to Passport2 your message will be held up to 48 hours for delivery when the player connects. You are notified that the other player is not connected.

BBS Browser



The Bulletin Board provides a place for creating new messages, topics, or categories. Select **BBS Browser** from the drop-down **Activities** menu or click the above icon.

Any player may browse the bulletin board messages, post a response or post a new message.

See Also . . .

[Interests](#)

[Page a player](#)

[Get player info](#)

Activity Groups

When you connect to the Passport2 Network you are in the Browser main window, which has a section for player's names and a section for displaying icons of activity groups. The list of players includes each currently connected player who shares at least one of your **Interests** on the **Activities** menu. You will see icons for each current activity group matching your **Interests**. You may join or watch any group that is not private.

Activity groups are created by any player who wishes to host an activity. The player hosting the group makes all the choices for that activity. These choices include deciding whether the activity is private and issuing invitations to specific players.

You may obtain information about any individual activity group by double-clicking the icon. If the group is not private, an activity group dialog appears. Each activity will provide a slightly different window. Most will let you Join or Watch the group from this Dialog.

When you double click the icon of a private group, a privacy notice appears and no further information is available.

See Also . . .

[Interests](#)

[Hosting an Activity Group](#)

[Joining an Activity Group](#)

[Watching an Activity Group](#)

Joining an Activity Group

You may join any activity group that is not private. Click the activity group icon once then click **Join** under the



Activities menu, click the activity group icon then click  or double click the activity group icon.

Once you join an activity group you are a member until you exit the activity.

Watching an Activity Group

You may watch any activity group that is not private. Click the activity group icon once then click **Watch** under the

Activities menu, click the activity group icon then click  or double click the activity group icon.

You watch an activity group until you exit the activity.

Hosting an Activity Group



Select **Host...** under the **Activities** menu or click . Hosting an activity group is as simple as opening this dialog and following the on-screen instructions.

The activity group continues as long as the necessary players for that activity are there. For example, a Chat group continues even if the host leaves, as long as other members of the group are still chatting.

Invitations

The player hosting an activity may issue invitations to specific players. Responses to invitations are sent to the player who is hosting.

An invitation sent to you pops up on your screen immediately if you are connected. An invitation sent before you connect will be waiting for you.

Aliases

Select **Aliases** from the **Network** drop-down menu.

In addition to your master Account Name, you may assume up to seven additional **Aliases**. Each Alias must be unique to the entire **Passport2 Network**. An alias may be up to 15 characters in length. Your master Account Name is your primary Alias. It is established when you first create your account and cannot be changed or deleted.

This Dialog allows you to add, change, delete, and select an **Alias**.

Add an alias: enter a new name in the box and press <Enter> or click **ADD**. If the alias is unique to the Network, it will be added to your account, and your current on-screen name will be set to it. You will be informed if the Alias is not unique.

Change an alias: Highlight any alias except your master Account Name, type your change, and click **ADD**.

Delete an alias: select it from the list of current aliases, and click **DELETE**. Your on-screen name will be set to the first alias in the list. You cannot delete your master Account Name.

Select an alias: After you have defined multiple aliases you can switch at any time. Select an Alias from the drop-down list and click **USE**.

Please note: all of your Aliases display the Player Info you completed in **Set Your Info**.

See Also . . .

[Set Your Info](#)

Connect to Passport2 Network



Access this dialog box by clicking **Connect** on the **Network** drop-down menu or click

This Dialog connects you to the **Passport2 Network**. Enter your Account Name and Password, and then press <ENTER> or click the Connect button. If you do not have an account, click the New Account button.

Account Name:

Enter your master Account Name from your sign-up info. This box will show the name used in the last successful connection.

Password:

Enter the Password for the Account Name you have entered. This box will be filled with the last password used (represented by asterisks) regardless of the Account Name. If you forget your Password, you must call Customer Support to get your account reopened.

Address:

Set to the name or address of the Passport2 Network Connect Host. This should be GO.PASSPORT2.COM.

New Account:

Click here to use our on-line sign-up procedure to establish a new account.

Close/Cancel:

Closes the Dialog without connecting or Cancels a connection request. This button toggles between Close and Cancel.

Connect:

Starts the connection process. All information must be correct.

See Also . . .

[Customer Support](#)

[Password](#)

[New Account](#)

New Account

From the **Network** menu select **Connect** or click  then select the **New Account** button.

In this dialog you supply sign-up information. Everything entered here is confidential and will not appear on-line *except for* the Account Name you enter.

Contact Information:

Enter your legal billing name (on-line Aliases are created later). The boxes will adjust to accept information as you type. You will not be allowed to leave essential information blank. Please enter complete information including all area codes and postal codes.

Payment:

Provide your credit card information.

Account Name:

This will be your master account name on-line and will be seen by others when you connect. You will not be allowed to alter or delete this name later. However, after you are connected you may add, change, delete and use up to seven on-line Aliases in addition to this Account Name.

When this form is complete click **Send**.

Sign-Up Process

The information is encrypted and sent to our Secure Sign-Up Server for validation. If the Account Name that you request is already in use, you are notified and given the opportunity to change it. Similarly, if your information is unacceptable, you are notified.

Password

If everything is acceptable, you receive on-screen notification of your initial password. Record this password in a secure location. You will not be able to use your account without it. If at any time you lose your password, you must call our Customer Support to get your account reopened.

See Also . . .

[Aliases](#)

[Customer Support](#)

[Password](#)

Password

Creating your Password

Your password is automatically selected and assigned to you when your account is first created. Be sure to write it down in a safe place.

Entering your Password

Each time you connect your password is required. The password from the last successful connect will automatically appear (represented by asterisks). If it is correct, you need not reenter it.

Changing your Password

Currently, you may not change your password.

Incorrect Password

You are given an opportunity to correct an incorrectly entered password.

Forgotten Password

If you have forgotten your password you must call Customer Support to get your account reopened.

See Also . . .

[Customer Support](#)

Disconnect from the Passport2 Network

Select **Disconnect** from the **Network** menu or click  . Many menu items and most of the toolbar are now grayed out and inactive. You may still be connected to the Internet at this point depending on your machine's setup.

See Also . . .

[Connect to Passport2 Network](#)

[Exit to Windows](#)

Set Your Info

Set Your Info is accessed from the **Players** drop-down menu.

This dialog displays a tab for your on-screen **Aliases** plus a tab for every **Activity** that you have downloaded from the **Passport2 Network**.

Click each tab to edit your **Player Information** for that activity. Any information you enter will be associated with **all** aliases you establish, and will be visible to all other players. You may change this information at any time. Changes made while connected are immediately updated and visible to other users.

After you have downloaded one or more activities such as **Chat** or **Bridge**, there will be a tab for each activity. When you first download the **Passport2 Network**, the only tab appearing is Alias.

See Also . . .

[Aliases](#)

[Updates](#)

Get player info

The list of players displayed in the Browser main window includes each currently connected player who shares at least one of your **Interests** on the **Activities** menu.

Click **Get Player info** from the **Players** drop-down menu or **double click** on a player's name in the Browser window.

In the Player Info window you see an Alias tab plus a tab for each interest you and the player have checked in common. Click on each tab displayed to review the player's activity profile.

See Also . . .

[Interests](#)

[Players](#)

Page a Player

Paging allows you to send messages to other players on the **Passport2 Network**. Access the paging dialog by

selecting **Page a Player** from the **Players** menu or clicking  in the toolbar. You must be connected to the Network to access this function.

Any page to a connected player is delivered immediately. If a network player is not currently connected and you know the Alias, you may send a page for delivery when the player connects. Pages stored for later delivery will be purged if undeliverable after 48 hours.

Page A Player Dialog Box

In this dialog you enter a player's alias in the **To** box or use the down arrow to scroll the drop-down list of connected players. This list is the same as the list of interested players that you see in the Browser Players' window.

Enter a message in the box. Click **OK** to send. This message is delivered in a pop-up window to the player that you have identified along with the time it was sent and who sent it.

Messages

If the other player sends a reply, a pop-up window appears on your screen. If the other player chooses not to reply, a message window notifies you the page was received.

A mutual exchange of messages occurs in a series of pop-up boxes.

The exchange ends when one of the players clicks OK instead of Reply.

See Also . . .

[Players](#)

[Interests](#)

[Receive a Page](#)

Receive a Page

A pop-up window appears on your screen with the incoming message. If you wish to respond, click Reply. Type the message and click OK.

If you prefer not to respond, click OK. Your pop-up window disappears. The player paging you receives confirmation that you received the page.

See Also . . .

[Page a Player](#)

Interests

Under the **Activities** menu, click **Interests**. All **activities** you have downloaded appear here in black type. All available activities you have not yet downloaded appear in gray disabled type.

Each mouse click toggles your choice between **interested** and **not interested**. **Interested** is indicated by a check mark. **Not interested** is indicated when the check mark is removed.

To indicate interest in an activity, click the name. A check mark appears.

You may choose to check all activities, or any combination. When you connect to the **Passport2 Network**, your alias will appear in the Browser main window of any player who shares at least one interest with you and vice versa.

If a player has multiple interests in common with you, the player's alias appears in the Browser main window only once. To determine the interests of any player in the player's list, click the name and select **Get Player Info** under **Players** or **double click** the player's name.

To remove interest in an activity, click the name. The check mark disappears.

If you remove the check mark from an interest while connected, your alias immediately disappears from the Browser list of any other player who has **only** that interest in common. However, if you and another player have multiple interests in common, your name remains in the other player's main Browser window until you have removed the check mark from **all** common interests and vice versa.

If you remove the check mark from all of your interests prior to connecting to the Passport2 Network, your alias will not appear in any player's list.

See Also . . .

[Players](#)

[Updates](#)

Updates

Updates on the **Activities** menu allows you to request software for any activity you have not downloaded.

Nothing will happen when you click this menu item if you have downloaded all available activities.

If new software is available it is offered to you. You click either LATER or YES.

After an activity is downloaded it appears in black type in your list of **Interests** under the **Activities** menu.

Activities not yet downloaded are listed in gray disabled type.

IMPORTANT REMINDER: After you have downloaded one or more activities, go to **Set your info** under **Players** to complete your **player information** for each activity.

See Also . . .

[Interests](#)

[Set Your Info](#)

BBS Browser



Select **BBS Browser** from the **Activities** drop-down menu or click

This window allows players to post messages for all on-line users. A message is indicated by the single green sheet symbol. Categories and Topics are indicated by the stacked aqua sheets symbol.

Click on any individual message to display the message text in the window.

Double click on any Category or Topic to open the first level of messages. In the left margin + and - signs indicate whether there are additional levels to be opened. Close any level by double clicking the heading at the level or levels you wish to close.

To create topics, categories or new messages use the drop-down menu under **Bulletins**:

New Category: Click here to add a new Category to the Bulletin Board.

New Topic: Highlight a category then click here to add a new topic to the selected category.

New Message: Highlight a Category or Topic then click here to access the **Post Message** dialog. The message will appear under the selected Category or Topic. If no Category or Topic is highlighted, your new message will appear in the last category or topic you used. If you have not accessed a category or topic, it will appear in the first level by default.

Players may not delete messages.

Leave **BBS Browser** by selecting **Exit** from the **Bulletins** drop-down menu or click on **Leave**.

See Also . . .

[BBS Post Message](#)

BBS Post Message

To access the **Post Message** dialog you may click either **New Message** under **Bulletins** or **Post**.

To add a message to a specific Category or Topic:

Highlight the relevant Category or Topic, indicated by the stacked aqua sheet symbol (not an individual message indicated by a single green sheet symbol), then access the Post New Message Dialog. Your message will appear under the selected Category or Topic.

If no Category or Topic is highlighted:

Your new message will appear in the last category or topic you used. If you have not yet accessed a category or topic, it will appear in the first level by default.

Subject: Type in your subject. You may delete any subject that appears and enter your own subject.

Message Window: Type your message, then click **Post**.

Sound

Privacy

Customer Support

Legacy Customer Support: 1-310-823-7093

Monday through Friday, 9:00 a.m. to 5:00 p.m., Pacific Time.

Exit to Windows

To exit to Windows select **Exit** on the **Network** drop-down menu or double click in the standard Windows convention.

Bulletin Board is for on-line users who wish to post open messages or questions.

Updates allows you to request software for new activities available from Passport2 Network. If you are up to date, nothing happens when you click **Updates**.

