

UC Alert Client

Version 2.0

for Worksite 8.5, 9.x



- Set up folder alerts for new documents or new versions
- Runs directly from Filesite or Desksite clients
- No need to have Worksite Web client
- Attaches NRL links to emails to quickly access documents.

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1. Support

For support, please contact support@uclogic.com



2. Installation

First ensure all Worksite clients are closed. This includes Outlook, Desksite and any integrated applications (e.g. Word, Excel, Powerpoint, Acrobat)

The installation process updates registry keys in HKEY_LOCAL_MACHINE, so you need to install the application as a user that has rights to update this part of the registry.

Run the setup.exe and follow instructions



3. Configuration

The installation sets a number of registry keys that determine the way the application operates. (HKEY_LOCAL_MACHINE\Software\UC Logic\UCAlertClient)

🔐 Registry Editor				
<u>File E</u> dit <u>V</u> iew F <u>a</u> vorites <u>H</u> elp				
Redemption	▲ Name	Туре	Data	
Redemption	(Default)	REG_SZ	(value not set)	
	LicenseKey	REG_SZ	8256442-755	
📄 🔅 💼 SCC	a)Log	REG_SZ	Y	
🕀 🧰 Schlumberger	MinimumSecurity	REG_SZ	FA	
Secure		-		
E Symantec				
				•
My Computer\HKEY_LOCAL_MACHINE\SOFTWARE\UC Logic	\UCAlertClient			1.

Registry Key	Description
LicenseKey	License key, any number other than the proper code will result in the application running in trial mode
Log	Y/N – specifies if a log file is generated
MinimumSecurity	Determines the minimum security required on folder for the user to be able to set alerts. Possible values are: RO – User must have at least read only rights RW – User must have at least read/write rights FA – User must have at least full access rights (default)



4. Usage

Restart Outlook/Desksite and the menu should now be available when right clicking on a document folder





x

4.1. Configure alerts for new documents

To configure alerts for new documents being added to the folder, select the 'New Document Alert' tab

🖷 UC Logic Al	ert Manager			
New Documer	nt Alert New Version A	lert		
New Document Alert				
	✓ Enabled			
Subject	t New document (%docname%) in %workspacename%			
Body	Body Document number %docnumber% version %vernumber% has been added to the %foldername% folder in the %workspacename% workspace.			
Alert List	ID	Name	Email	
	PUPTON	Paul Upton	paul@uclogic.com	
	•			
(c) 2011 UC Log	gic www.uclogic.com		Add Users Add Groups	
V1.0.0		Help	OK Cancel	

Add users and groups to the alert list using the corresponding buttons

Subject Body	 Enabled New document (%docname%) Document number %docnumb folder in the %workspacename 	in %workspacename% er% version %vernumber% has b % workspace.	een added to the %foldername%
lert List		Name	Email
	😻 BOARDOFDIRERCTO	Board Of Directors	
	🗧 GFRASER	Gerome Fraser	
	👋 MFISH	Mardy Fish	
	😂 PAYTON	Phil Ayton	
	💄 PUPTON	Paul Upton	paul@uclogic.com
	•		
			Add Users Add Groups

Users without emails show as greyed – these users will not get an alert, unless a valid email address is added using the Worksite Database Administrator application.

To delete an entry, highlight it and press the delete key on the keyboard.



4.2. Configure alerts for new documents

To configure alerts for new versions being added to the folder, select the 'New Document Alert' tab

w Documei Iew Versior Subject Body	nt Alert New Version A Alert Enabled New version in worksp Version %vernumber%	verrij vace %workspacename% for document number %docnumber% ha	s been added to the %foldername%
Alert List	ID LABBY	Name Larry	Email
	 MHISH MH PUPTON 	Mardy Fish Magnus Heidenvall Paul Upton	paul@uclogic.com
	Copy recipients from	New Document Alert	Add Users Add Groups

If you just want the same recipient list as for new document, just click the 'copy recipients from New Document Alert' button. This will make the alert list identical to the new document alerts.

Alerts can be enabled or disabled by using the check box on the relevant alert tab.

4.3. Variables that can be used in subject and body

A number of variables can be used to format the content of the email subject and body. Valid values are:

Variable	Value
%docnumber%	Document number
%vernumber%	Document version number
%docname%	Document description
%foldername%	Name of the folder where document was
	audeu
%workspacename%	Name of the workspace that contains the
	folder



5. Sample Emails

Emails are sent out on a schedule as determined by the UC Alert Service application. The Alert Service application has a separate manual to describe its operation.

Emails will be sent out with an NRL link attached - one nrl per email

New document (new test doc) in 2007-FORT-01 Sekretessavtal

■ paul.upton.saved@gmail.com Sent: Tue 12/07/2011 16:32 To: ■ Paul Upton ■ Message new test doc (837_1).nrl (377 B)

Document number 837 version 1 has been added to the Refile folder in the 2007-FORT-01 Sekretessavtal workspace.