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Screen Logger

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<http://www.trisys.com/>
(As of 08/05/2010)

For newest information and updates go to <http://www.trisys.com>

MINIMUM REQUIREMENTS

Screen Logger Server, Client and Viewer:

- Pentium D
- 1 GB RAM
- Windows 2000, XP Pro, 2003
- 250 GB of disk space
- Network Card
- Windows Media Player has to be installed on the PC where SL Viewer resides.

OVERVIEW

The Screen Logger from Trisys is a productivity tool that helps management with employee training, quality assurance, as well as performance and compliance issues. The purpose of this software is to collect information on how an employee spends his/her time at a computer during the working hours. It's indispensable when dealing with "remote" workforce.

The Screen Logger takes "screen shots" of employee monitor. The frequency (how many images per minute) and when to take these images are determined by management, and can be changed on-the-fly. A manager can switch from "once every 30 seconds" slide-show to "5 frames per second" video with one click.

Trisys' Screen Logger consists of four components:

- Client
- Server
- Administrator
- Viewer

The **Client** software is installed on any PC you would like to collect information from. In order to preserve the disk space as well as the network bandwidth the Client software utilizes proprietary logic to only transmit the parts of the screen that have "changed" (since the prior transmission).

This "screen" data is then sent to the Server. To prevent a potential loss of any data, if Client can't connect to the Server, all data will be stored on the local drive until the Server becomes available. At that time the data will be re-sent to the Server.

Server is a service responsible for collecting data from Clients and facilitating requests from Viewer(s). Depending on the Server' hardware configuration, one Server can handle 100 Clients and multiple Viewers. For larger environments, multiple Servers can be used.

Administrator can reside on any PC connecting with the SL Server PC via provided port.

It is used to:

- schedule automatic Archive/Delete of screen images
- set up user accounts
- "Mass update" of Client software (when a new release becomes available)
- disable selected Clients

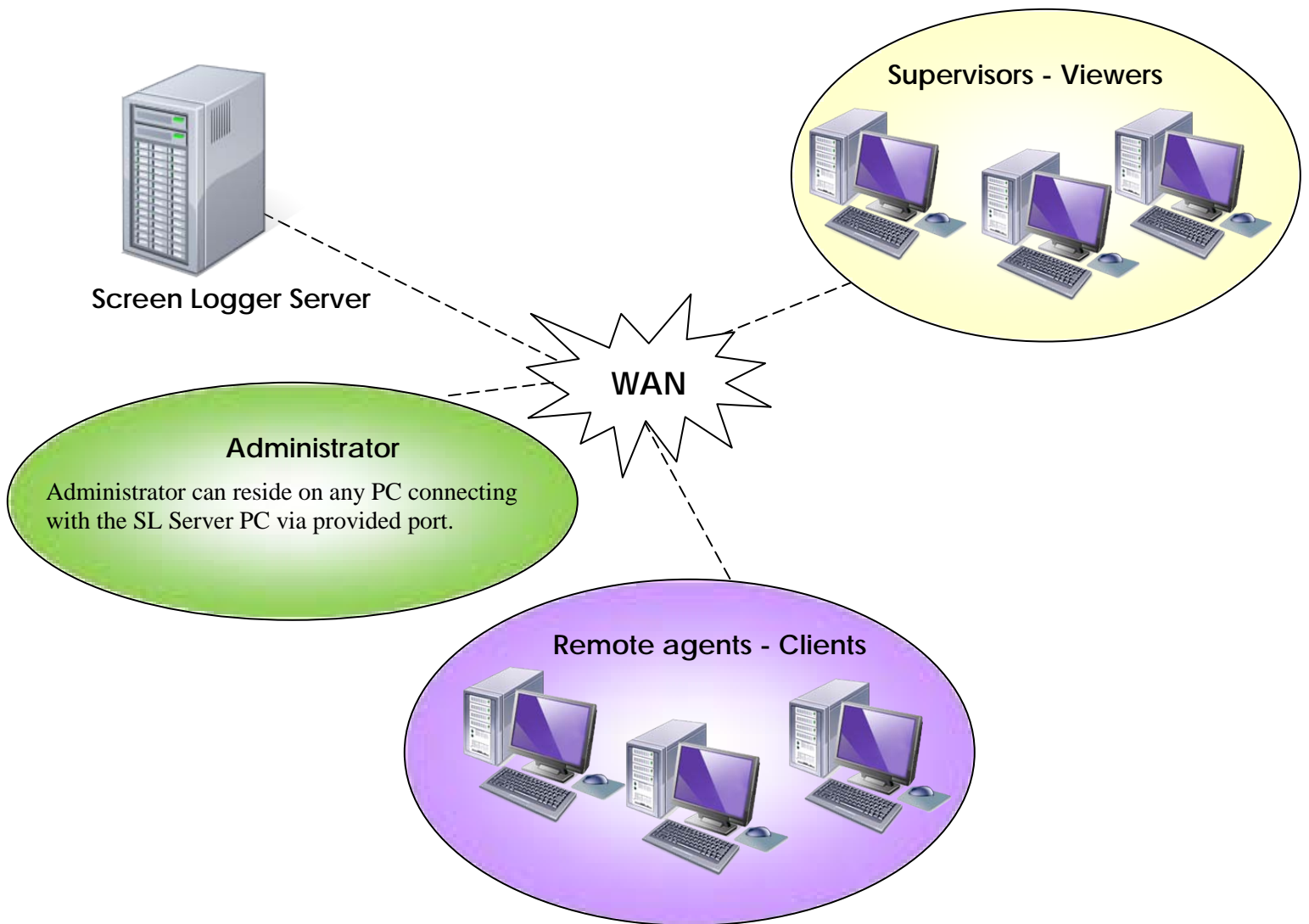
Viewer enables a user to see activity for a selected Client. There are two modes of operation:

- **Live** – 5 screen shots per second sent to you "now";
- **History** – corresponds to the chosen "frequency" of screen capture (i.e. One screen shot every 20 seconds). In this mode you can also go "back in time" to see what a Client was doing in the past.

One Viewer can access data from multiple Servers (one at a time). The Viewer must have a valid User ID to be allowed to see anyone's data. In addition, the Viewer (if authorized) can modify a selected Client's parameters:

- Frequency of transmission
- Client screen image resolution
- Schedule of transmission

A user can run multiple Viewers on the same PC if there's a need to analyze multiple Clients at the same time.



Installing Screen Logger Server

Please make sure that any anti-virus software is disabled before continuing with this installation.

.Net framework 3.5 or higher has to be installed prior to SL Server installation

The Server software must be installed first.

1. Insert Screen Logger CD into the CD ROM drive. **Screen Logger Startup Manager** screen is displayed in your Internet Explorer browser.
2. Click on Install Screen Logger Server.
3. Click **Run** to the Internet Explorer messages.
4. The Trisys Screen Logger Setup screen appears. It is recommended to accept the default **Destination** folder.

If you have purchased the Screen Logger, please enter the Serial number that came with it. Otherwise, accept the default DEMO serial number and the Screen Logger will install as a 30 days trial version.

Trisys Screen Logger Setup

Choose destination
Choose the folder in which to install Trisys Screen Logger, and enter your serial number.

Setup will install Trisys Screen Logger in the following folder. To install in a different folder, click Browse and select another folder. Click Install to start the Installation.

Destination
C:\Program Files\Trisys\TSC Server Browse

Enter your serial number. Click Demo if you want to try demo version of the product.
(Demo version will work 30 days and only for 3 Clients)

Serial
LCUUS-WXQT-UW8 Demo

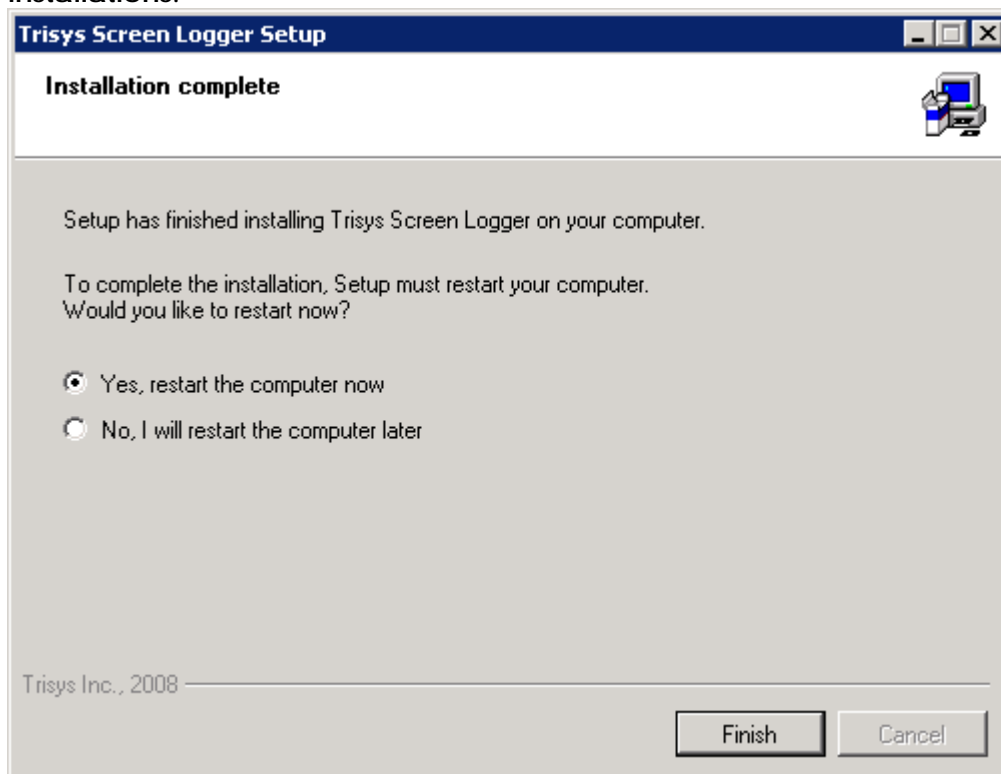
Trisys Inc., 2008

Install Cancel

5. Click on **Install**.

- The setup program is installing Screen Logger on your PC. Installation complete screen comes up. Click on **Finish** to restart the PC (recommended). If you don't want to restart the PC right now, check the **No, I will restart...** option and click on **Finish**.

Note: the PC needs to be restarted before proceeding with Client and Viewer installations.



- Once the computer is restarted, the Trisys Screen Logger server starts running. You need to install Screen Logger Administrator to be able to manipulate server's settings. Proceed with the Administrator installation in section below.

Installing Screen Logger Administrator

Please make sure that any anti-virus software is disabled before continuing with this installation.

Before you install the SL Administrator software, please make sure that Trisys Screen Logger Server software has already been installed.

The NET Framework has to be installed on the PC where Screen Logger Administrator is going to reside.

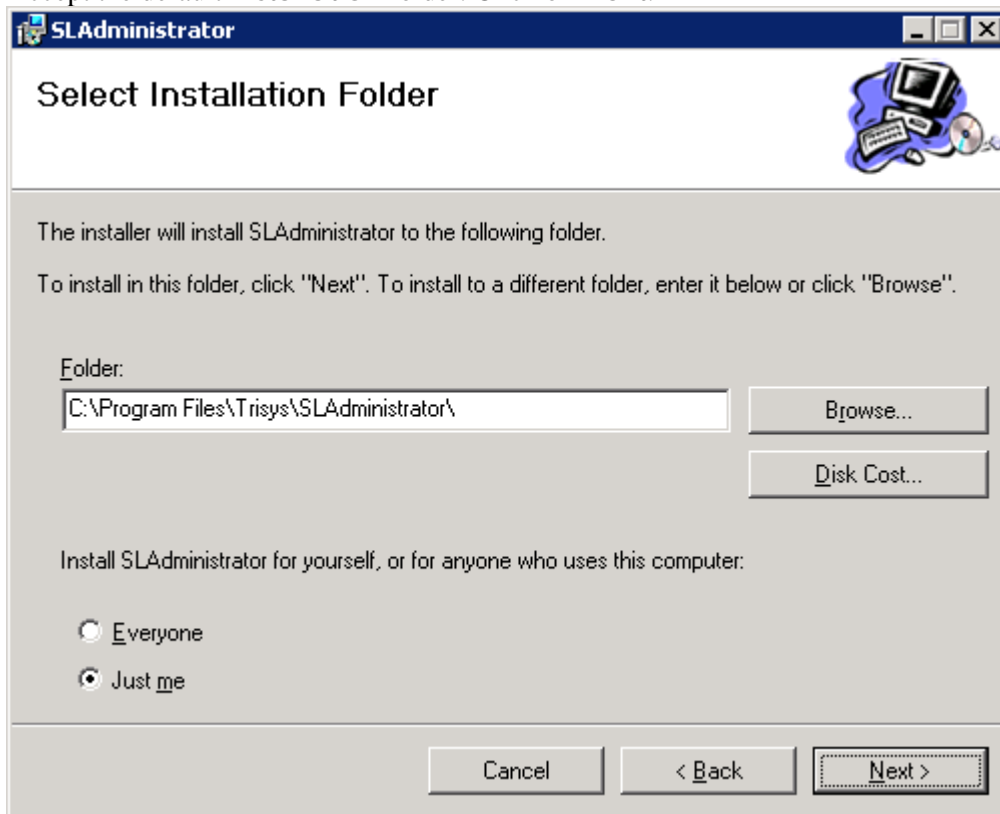
Once Screen Logger Server is installed, proceed with the installation of SL Administrator. This utility will let you configure automatic Archive/Delete, user accounts and more. SL Administrator software can be installed on any PC with the connection to Screen Logger Server via provided port.

1. Insert Screen Logger CD into the CD ROM drive. **Screen Logger Startup Manager** screen is displayed in your Internet Explorer browser.
2. Click on **Install Screen Logger Administrator**.
3. Click **Run** to the Internet Explorer messages.

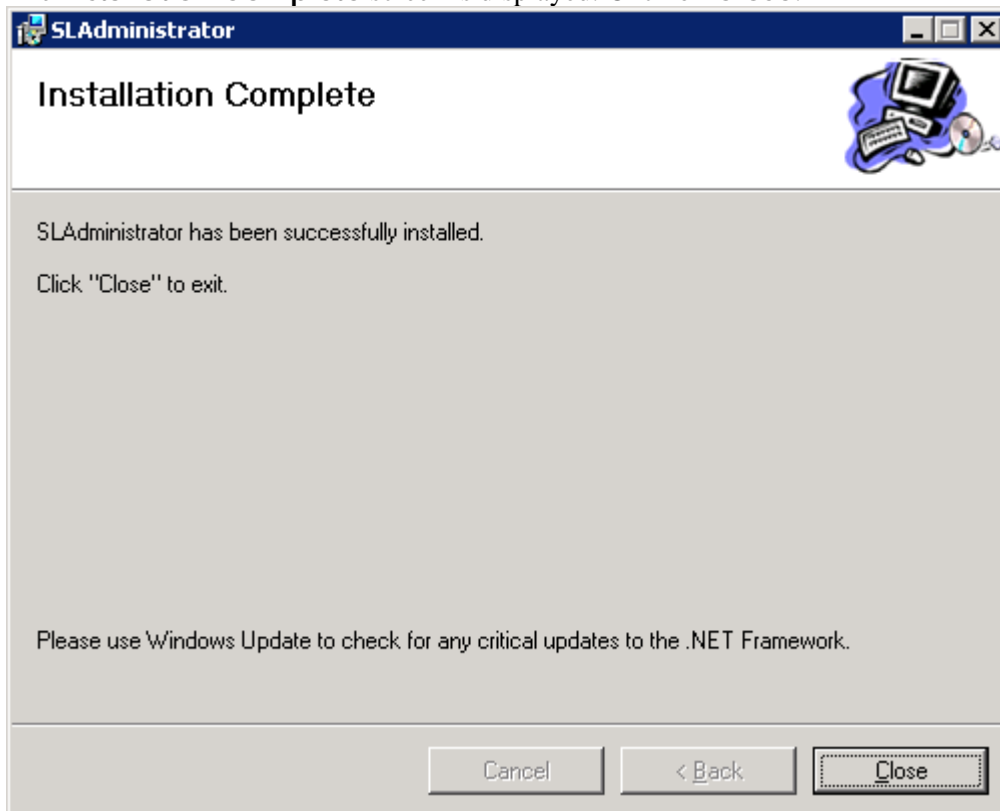
4. The SL Administrator Setup screen appears. Click on **Next**.



5. Accept the default **Installation** folder. Click on **Next**.



6. The **Installation Complete** screen is displayed. Click on **Close**.



7. Go to **Start/Trisys Screen Logger/SL Administrator**.
The Trisys Screen Logger Administrator screen appears.
8. Enter the Screen Logger Server IP address and the port.

9. The SL Administrator screen appears. Click on **General** on the left hand side menu panel.

Use port

By default the Server, the Administrator, the Client, and the Viewer software all use **port 4456**. Please accept the default value unless your network administrator requests a different **port** number. If you select a different **port**, you will have to enter the same **port** number when installing both the Client and the Viewer software.

10. See section on using Screen Logger Administrator for more.

For your protection and ours, this software must be registered within 30 days of installation, or it will stop working (see registration instructions on page 64).

If you have purchased TAPIT call Accounting software and intend to use Screen Logger with TAPIT Web Reports, install Web Reports now following the directions from the WebReportsManual.pdf file on the Screen Logger CD. Otherwise, proceed with the Client.

Using Screen Logger Administrator

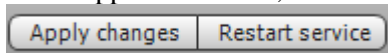
SL Administrator software is used to configure automatic Archive/Delete of screen images, set up user accounts, “Mass update” of Client software (when a new release becomes available) and more.

General Settings

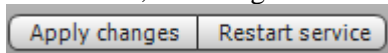
1. Go to Start/Trisys Screen Logger/SL Administrator.
2. If prompted enter the login information

3. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **General** option.

4. **SL Server/Use port** - by default the Server, the Administrator, the Client, and the Viewer all use **port 4456**. If you need to use a different **port**, you will have to use the same the **port** number when installing the Client and the Viewer software.
5. **Data root directory/Path** – displays the path to the screen data files. You can change this entry if you want screen data to be saved in another location.
6. **Live/Max Live feeds count** – indicates how many Clients can be viewed in LIVE mode simultaneously. In our example 5 clients can operate in LIVE mode at the same time. Client, whose activity is viewed in LIVE mode, takes screen shots at a rate of 5 frames per second. Therefore, it consumes more bandwidth and hard disk space than as if it was running in HISTORTY mode (which is determined by the Screen Logger administrator and cannot be more than 1 frame per second). That is why simultaneous LIVE viewing should be limited.
7. If you are done working with the **General** settings click on the **Apply Changes** button, located in the upper left corner, to save changes.



8. If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.
SL Server service has to be restarted for the new settings to take effect.
Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



9. To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.
The window controls appear. Click the **x** to close it.
To minimize the screen, click on the down-arrow.



Users

By default access to both Administrator and Viewer software is unrestricted.

You can create user accounts to restrict access to SL Administrator and SL Viewer applications.

There are 3 levels of security:

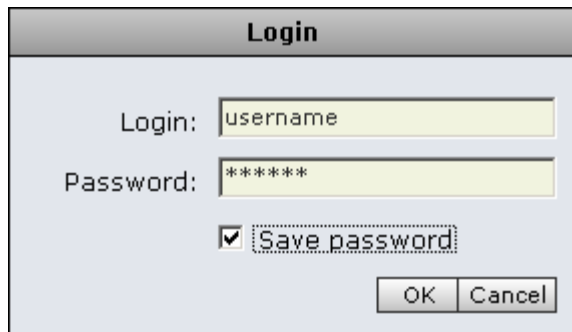
1st level – a user is allowed to view screen captures and manipulate client settings as well as manage user accounts and Screen Logger Server settings via SL Administrator.

2nd level – a user is allowed to view screen captures and manipulate client settings. He has no access to the SL Administrator application.

3rd level – a user is allowed to view screen captures. He has no access to client settings and no access to the SL Administrator application.

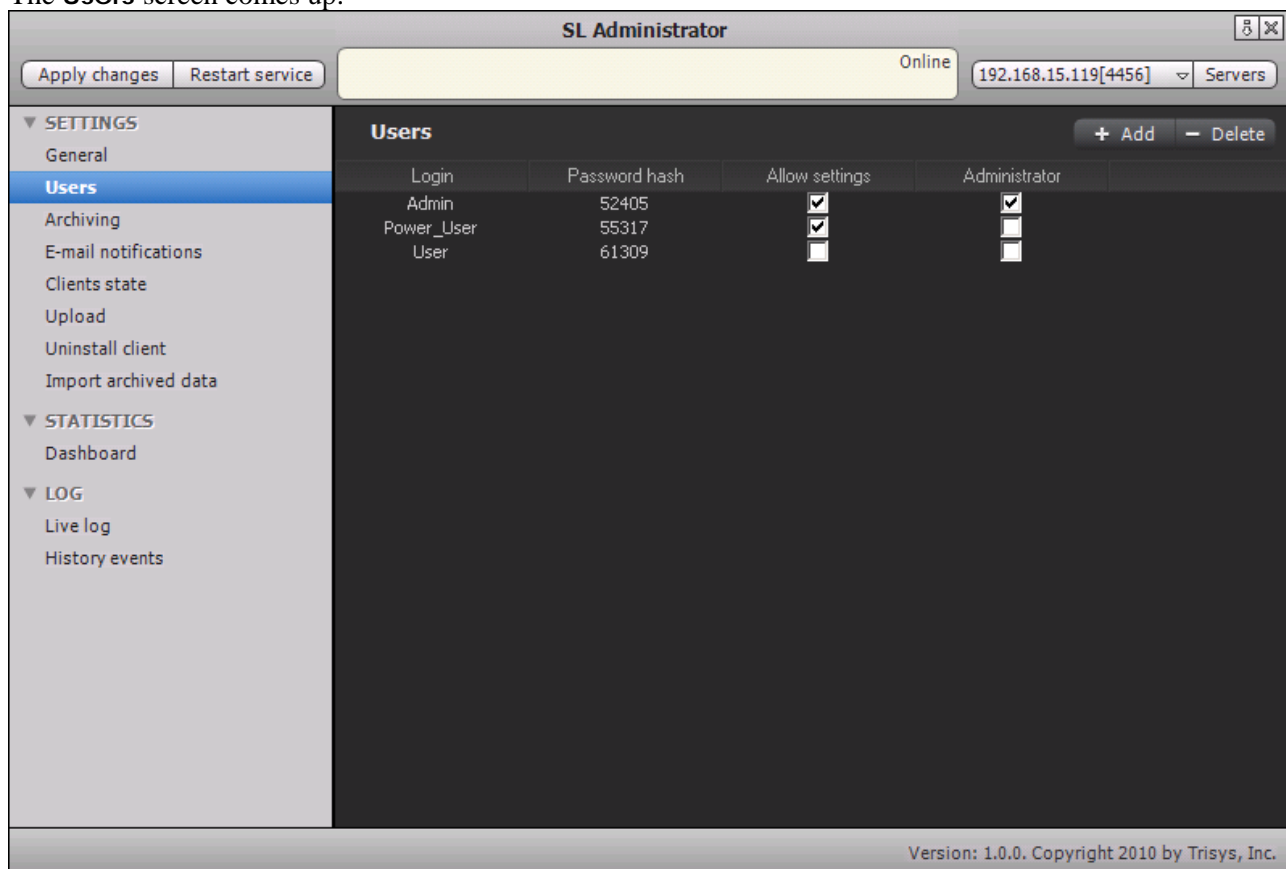
If you choose to create user accounts, at least one user with administrative privileges has to be defined at all times.

1. Go to **Start/Trisys Screen Logger/SL Administrator**.
2. If prompted enter the login information.



A login dialog box titled "Login" with a light blue background. It contains two text input fields: "Login:" with the text "username" and "Password:" with "*****". Below the password field is a checked checkbox labeled "Save password". At the bottom right are "OK" and "Cancel" buttons.

3. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Users** option.
4. The **Users** screen comes up.



The screenshot shows the "SL Administrator" application interface. At the top, there are buttons for "Apply changes" and "Restart service", a status indicator "Online", and a server address "192.168.15.119[4456]" with a "Servers" dropdown. A navigation pane on the left lists categories: "SETTINGS" (General, **Users**, Archiving, E-mail notifications, Clients state, Upload, Uninstall client, Import archived data), "STATISTICS" (Dashboard), and "LOG" (Live log, History events). The main area displays a table of users:

Login	Password hash	Allow settings	Administrator
Admin	52405	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Power_User	55317	<input checked="" type="checkbox"/>	<input type="checkbox"/>
User	61309	<input type="checkbox"/>	<input type="checkbox"/>

Buttons for "+ Add" and "- Delete" are located at the top right of the table. The footer of the application reads "Version: 1.0.0. Copyright 2010 by Trisys, Inc."

To add a user

The first user created should have administrative privileges.

1. Click on the **Add** button in the upper right corner of the screen. The user entry window opens up.

2. **Login** - enter a user login ID.
3. **Password** - enter a password for this user account.
4. **Allow to change client settings** – check this option to give a user permission to manipulate client settings.
5. **User is administrator**- check this option to give a user permission access SL Administrator and manage user accounts and Screen Logger Server settings.
6. Click on the **OK** button and a user is added to the list of users.
Note, for security reasons passwords, displayed on the list, are the “hashed” versions of real passwords. Please take care to record all passwords when you create them and keep them in a secure place. In case the password is forgotten, you will have to delete a user account and create a new one.

Login	Password hash	Allow settings	Administrator
Admin	52405	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Power_User	55317	<input type="checkbox"/>	<input type="checkbox"/>
User	61309	<input type="checkbox"/>	<input type="checkbox"/>

7. If you are done working with **Users** click on the **Apply Changes** button, located in the upper left corner, to save changes.

8. If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.
SL Server service has to be restarted for the new settings to take effect.

Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



- To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.

To minimize the screen, click on the down-arrow.



To remove an user

- To remove a user from the list, click on a desired user to select it. You can also select a range of users. To do this select the first user, press and hold Shift key and select the last user.

Users				+ Add	- Delete
Login	Password hash	Allow settings	Administrator		
Admin	52405	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Power_User	55317	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
User	61309	<input type="checkbox"/>	<input type="checkbox"/>		

- Click on the **Delete** button.
- Click the **OK** button to the confirmation message.
- If you are done working with **Users** click on the **Apply Changes** button, located in the upper left corner, to save changes.



- If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.

SL Server service has to be restarted for the new settings to take effect.

Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



- To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.

To minimize the screen, click on the down-arrow.



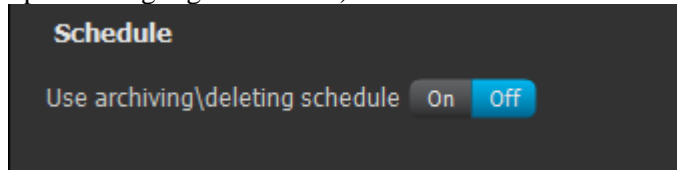
To edit a user

User has to be removed and added again with a new value.

Please see the instructions above on how to remove and add users.

Archive\Delete

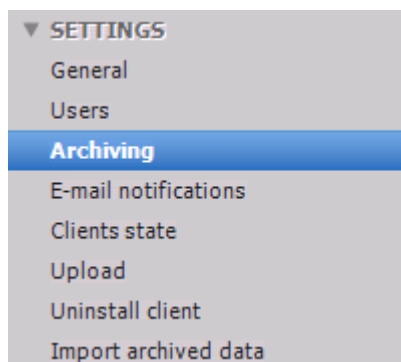
By default the archive option is disabled (the **Off** button for the **User archiving\deleting schedule** option is highlighted in blue).



Keep this feature disabled if you have purchased TAPIT and are using Tapit Web Reports to listen to phone calls. SL Manager (application that comes with TAPIT Call Accounting) automatically archives or deletes files.

1. Go Start/Trisys Screen Logger/SL Administrator.
2. If prompted enter the login information.

3. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Archiving** option.



4. The **Archiving** screen comes up. Click on the **On** button for the **User archiving\deleting schedule** option to enable automatic archive\delete.

Schedule

Use archiving\deleting schedule On Off

Archive\Delete files older than days

Run Archive\Delete every days at o'clock

Action

5. **Archive\Delete files older than** – enter the number of days you want to keep the screen shots available for viewing. In our example we are deleting 30 days old or older image captures.
6. **Run Archive\Delete every** – schedule when to run the automatic archive\delete. In our example we run archive every day, once a day, at 11:00 PM.
7. **Action** – select **Delete old files** or **Archive old files** depending on what you want to do. In our example we selected to archive voice data.

Schedule

Use archiving\deleting schedule On Off

Archive\Delete files older than days

Run Archive\Delete every days at o'clock

Action

Archived files to

8. **Archive files to** – in case the **Archive old files** option is selected you need to specify the folder you would like to save archived files to.
9. If you are done working with **Archive** click on the **Apply Changes** button, located in the upper left corner, to save changes.

10. If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.
SL Server service has to be restarted for the new settings to take effect.
Please note, restarting of SL Server Service will result in disconnecting of any running

Viewers.



- To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.

To minimize the screen, click on the down-arrow.



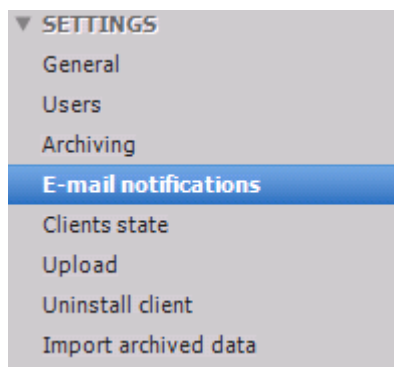
Archived screens are not available for viewing. The screen data has to be imported back for the Viewer to show it.

E-mail Notification

Screen Logger can notify a user about the low hard disk space and a loss of connection with SRC. To take advantage of the notification system you need to set up the **E-mail Notification** screen.

- Go to **Start\Programs\Trisys Screen Logger\ SL Administrator**.
- If prompted enter the login information.

- The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **E-mail notifications** option.



The **E-mail notifications** screen comes up.

Notifications

- Send e-mail when free HD space is less than megabytes
- Send e-mail when MITAI\SRC are unavailable

Administrator

E-mail for notifications

SMTP

Server Enable SSL

Login

Password

From (mailbox)

- If you would like to be notified about low hard disk space, check the **Send e-mail when free HD space is less then:** box and enter the HD space threshold in megabytes. Following our example above, a user will be notified when hard disk space is less than 10,000 MB.
- If you would like to be notified about broken connection with SRC, check the **Send e-mail when MITAI\SRC is unavailable** box. Not all SRC notifications are a sign of an ongoing problem. Sometimes, the connection is lost temporarily due to network issues and is regained shortly after. However, all email notifications should be verified in case the lost of connection is long term.
- Enter SMTP Server name into the **Server** field.
- If you would like to use SSL protocol, check the **Enable SSL** box.
- If your SMTP Server requires authentication, enter user name and password into **Login** and **Password** fields.
- Enter a valid sender email address into the **From** field.
- If you are done working with **E-mail notifications** click on the **Apply Changes** button, located in the upper left corner, to save changes.



- If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service. SL Server service has to be restarted for the new settings to take effect. Please note, restarting of SL Server Service will result in disconnecting of any running

Viewers.



12. To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the x to close it.

To minimize the screen, click on the down-arrow.



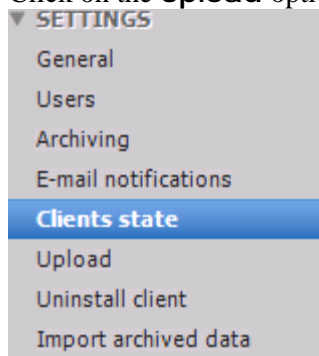
Clients State

Clients can be either enabled or disabled. A disabled Client does not collect screen data until it is enabled again.

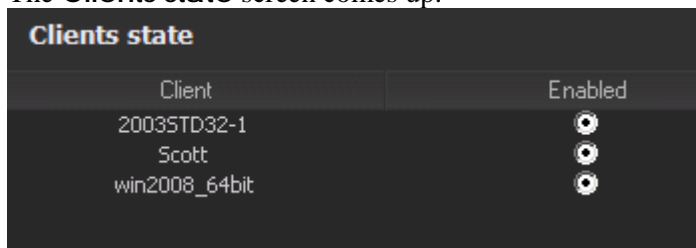
5. Go to **Start/Trisys Screen Logger/SL Administrator**.
6. If prompted enter the login information.

 A 'Login' dialog box with a title bar. It contains two text input fields: 'Login:' with 'username' entered, and 'Password:' with '*****' entered. Below the password field is a checked checkbox labeled 'Save password'. At the bottom right are 'OK' and 'Cancel' buttons.

7. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Upload** option.



8. The **Clients state** screen comes up.



9. Check the Enabled option button to enable Client. Un-check it if you want Client to stop collecting screen data.
10. If you are done working with **Clients state** click on the **Apply Changes** button, located in the upper left corner, to save changes.



11. If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.
SL Server service has to be restarted for the new settings to take effect.
Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



12. To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.
The window controls appear. Click the **x** to close it.
To minimize the screen, click on the down-arrow.

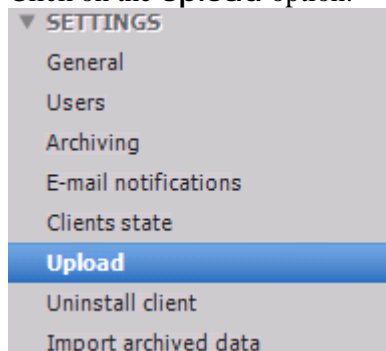


Upload updates

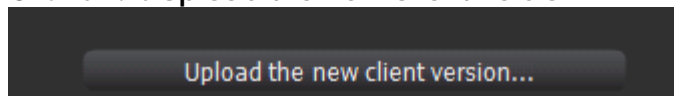
Periodically, the Client software may get upgraded. To simplify the process of upgrading multiple PCs (some may be remote), you can use built-in Client update facility.

10. Install updated Client on one of the Client PCs.
11. At the SL Administrator PC, go to **Start/Trisys Screen Logger/SL Administrator**.
12. If prompted enter the login information.

13. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Upload** option.

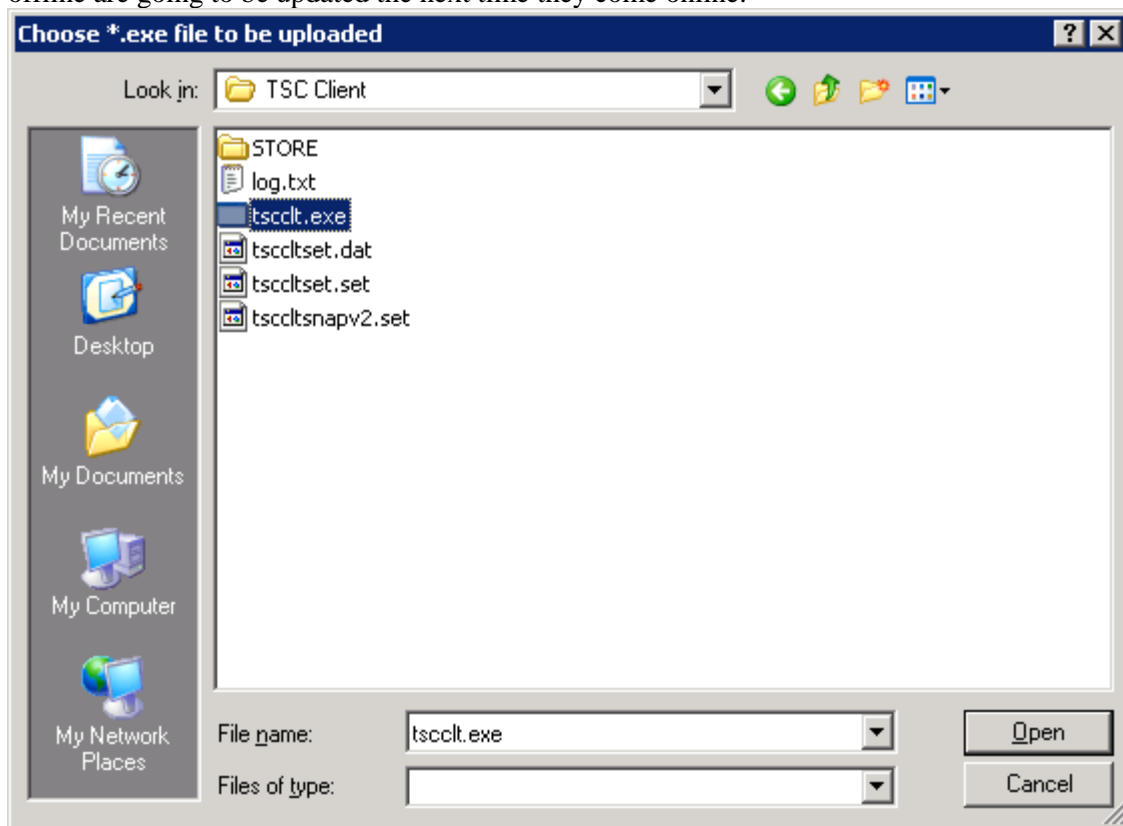


14. The **Upload** screen comes up. Click on the **Upload the new client version...**



15. Windows Explorer Browse window appears. Go to the PC where the updated Client resides. Find the folder where the new Client software has been installed. By default it is Program Files\Trisys\TCS Client folder. Select Client exe file – **tsclt.exe** and click on **Open**. All connected Clients are updated. The Clients currently

offline are going to be updated the next time they come online.



13. If you are done working with **Upload** click on the **Apply Changes** button, located in the upper left corner, to save changes.



14. If you need to edit more settings, proceed with desired changes. However, if you are done working with the Administrator application click on the **Restart service** button to restart the Screen Logger Server service.

SL Server service has to be restarted for the new settings to take effect.

Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



15. To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.

To minimize the screen, click on the down-arrow.



Uninstall Clients

When required you can use Administrator to disable Client on the PC where it is residing. For example if one of the employees left the company and you don't need to hold on to his screen data. However, please note that uninstalling deletes all screen shots for the Client. Use this feature only if you want to completely and permanently remove the Client.

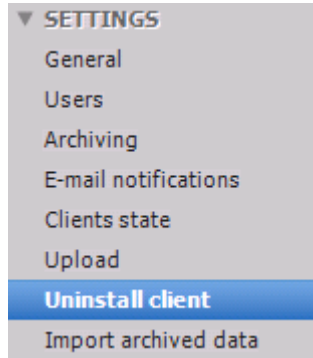
Uninstalling will do the following:

- (1) Client screen data will be removed.
- (2) Client software will be disabled on the Client PC.
- (3) Client name will not appear in either Viewer or Administrator.

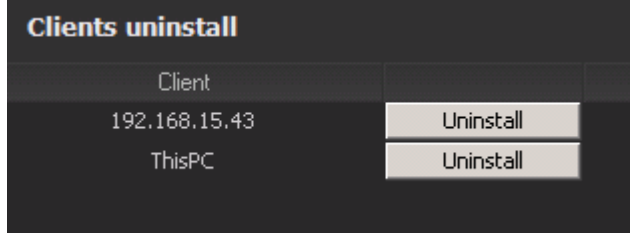
If the desired Client is OFFLINE, uninstalling will take place the next time it comes ONLINE.

1. Go to **Start/Trisys Screen Logger/SL Administrator**.
2. If prompted enter the login information.

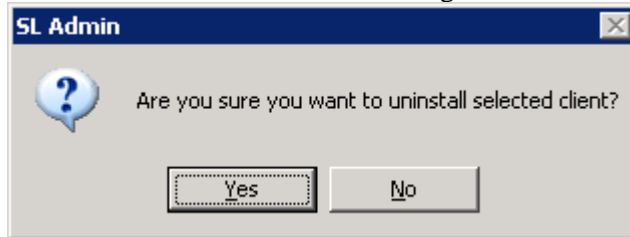
3. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Uninstall client** option.



4. The **Clients uninstall** screen comes up.
Click on the **Uninstall** button next to the desired client name.



5. Click **OK** to the confirmation message.



6. The **Uninstall** button becomes disabled.



7. Click on the **Apply Changes** button, located in the upper left corner.



8. Click on the **Restart service** button to restart the Screen Logger Server service.
SL Server service has to be restarted to uninstall client. If the client is offline, the request to uninstall is pending and the actual uninstall will take place the next time this client is online.
Please note, restarting of SL Server Service will result in disconnecting of any running Viewers.



9. To exit the Administrator screen, move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.
To minimize the screen, click on the down-arrow.

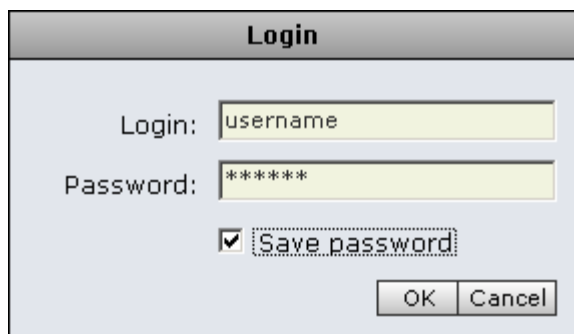


Import Archived Data

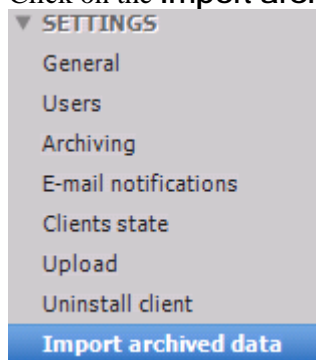
Archived screens are not available for viewing. The screen data has to be imported back for the Viewer to show it.

Please note, the SL Server service needs to be stopped for the time of import. Therefore, users will not be able to use Viewer for the duration of the import process. However, screen data will be collected by clients, stored locally and uploaded when the SL Server resumes operation.

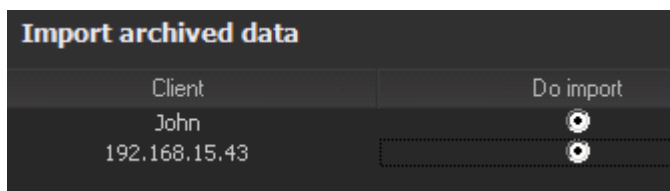
1. Go to **Start/Trisys Screen Logger/SL Administrator**.
2. If prompted enter the login information.



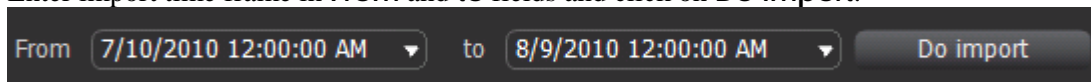
3. The right panel of the screen displays **SL Administrator** navigation pane. If **Settings** menu is closed, double click on it to expand it. Click on the **Import archived data** option.



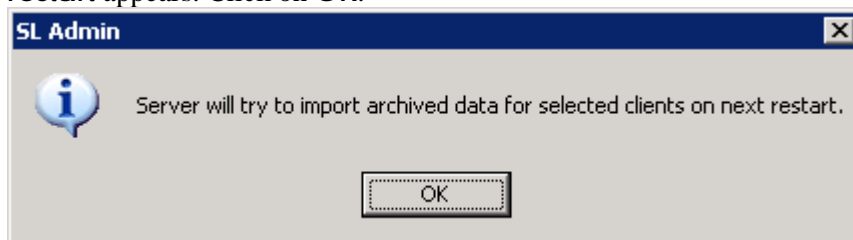
4. The **Import archived data** screen comes up. Check option buttons next to the names of clients for whom you want to import archived screen data.



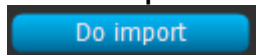
5. Enter import time frame in **From** and **to** fields and click on **Do import**.



6. The message **Server will try to import archived data for selected clients on next restart** appears. Click on **OK**.



16. The **Do Import** button changes color to blue to indicate the import request is pending.



17. Click on the **Restart service** button to import data now.

Import process is running in the background.

Please note, the service will resume operation after import is done, therefore you will not be able to access **Viewer** at the time of import.



18. Restart **Administrator**.

Move your mouse pointer to the upper right hand corner of the screen.

The window controls appear. Click the **x** to close it.

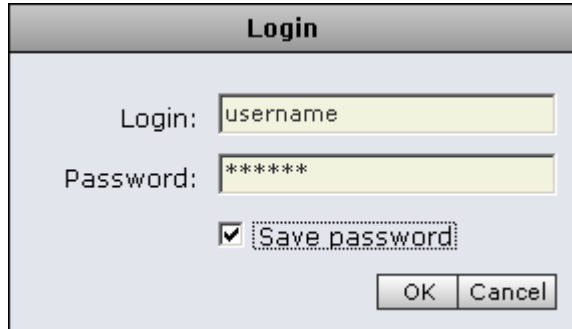
To minimize the screen, click on the down-arrow.



Dashboard

This screen displays information regarding the PC where SL Server resides.

1. Go to **Start\Programs\Trisys Screen Logger\ SL Administrator**.
2. If prompted enter the login information.



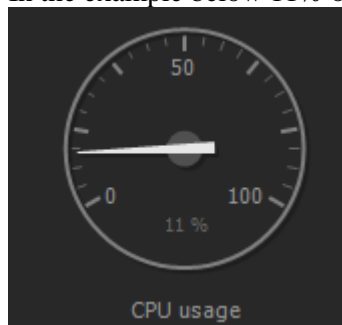
3. **SL Administrator** opens by default on the **Dashboard** screen. If for some reason it is not displayed click on the **Dashboard** option located under **Statistics** menu.



4. The **Dashboard** screen displays 5 “speedometers” – each indicating a different usage. Each of the speedometer controls indicates usage using its pointer as well as displaying a value in numbers or percentage (the bottom center of the dial).

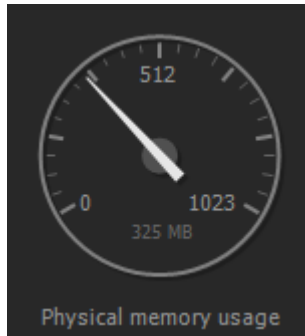
CPU usage – what percentage of the CPU is being used.

In the example below 11% of CPU is currently in use.



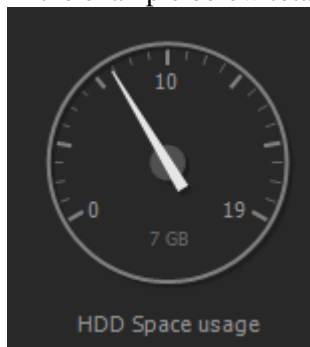
Physical memory usage – how much of physical memory is being used.

In the example below total physical memory for the PC is 1023 MB and 325 MB out of it is currently in use.



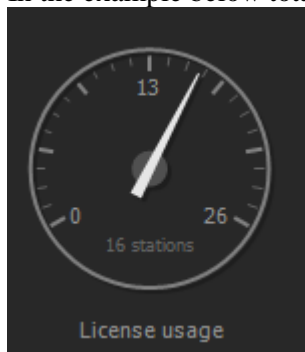
HDD Space usage –how much of the hard disk (where Screen Logger Server resides) is used.

In the example below total hard disk space is 19 GB and 7 GB out of it is occupied.



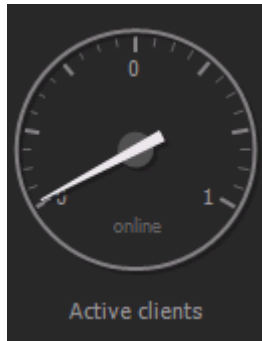
License usage –how much of the purchased licenses are used (one license = one extension\agent).

In the example below total number of licenses is 26 and 16 licenses are used.



Active Clients – how many Clients are simultaneously online.

In the example below only one call is currently in progress.

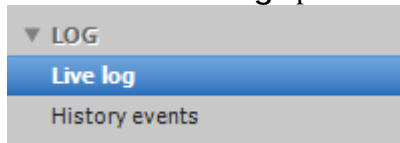


Logs

You can view Screen Logger event logs using SL Administrator.

1. Go to **Start\Programs\Trisys Screen Logger\ SL Administrator**.
2. If prompted enter the login information.

3. The right panel of the screen displays **SL Administrator** navigation pane. If **Log** menu is closed, double click on it to expand it. Click on the **Live Log** option to view the most current event log.



Click on the **History events** option to view the past event log.

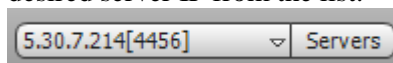


Servers

Administrator can connect to different Screen Logger Servers – one at a time.

Switching between SL Servers

1. To open the Administrator, go to **Start\Trisys Screen Logger\ SL Administrator** at the PC where the Administrator software has been installed.
2. Click on down arrow of the server list, located in the upper right corner of the screen, and select desired server IP from the list.

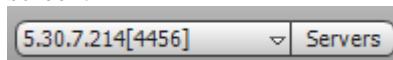


3. If you are done working with Administrator screen, move your mouse to the right hand corner of the screen. The window controls appear. Click the down arrow to minimize the screen, or the x to close it.



Adding SL Server

1. To add another SL Server click on the **Servers** button located in the upper right corner of the screen.



2. The **Servers** screen comes up.

Servers		
Host	Port	Comment
127.0.0.1	8223	Added by command-line

3. Click on the **Add** button.

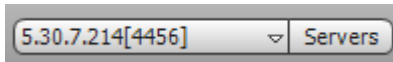


4. Enter IP Address for SL Server into the **Server IP** field.
5. Enter the port number you want Administrator to use to communicate with the SL Server into the **Port** field.
6. Click on **OK**.
7. If you are done working with Administrator screen, move your mouse to the right hand corner of the screen. The window controls appear. Click the down arrow to minimize the screen, or the x to close it.




Deleting SL Server

1. To delete another SL Server click on the **Servers** button located in the upper right corner of the screen.



2. The Servers screen comes up.

Servers		
Host	Port	Comment
127.0.0.1	8223	Added by command-line

3. Select the Server you want to delete from the list.
 4. Click on the **Delete** button.
- 
5. Click on **OK** to the confirmation message.
 6. If you are done working with Administrator screen, move your mouse to the right hand corner of the screen.
The window controls appear. Click the down arrow to minimize the screen, or the x to close it.



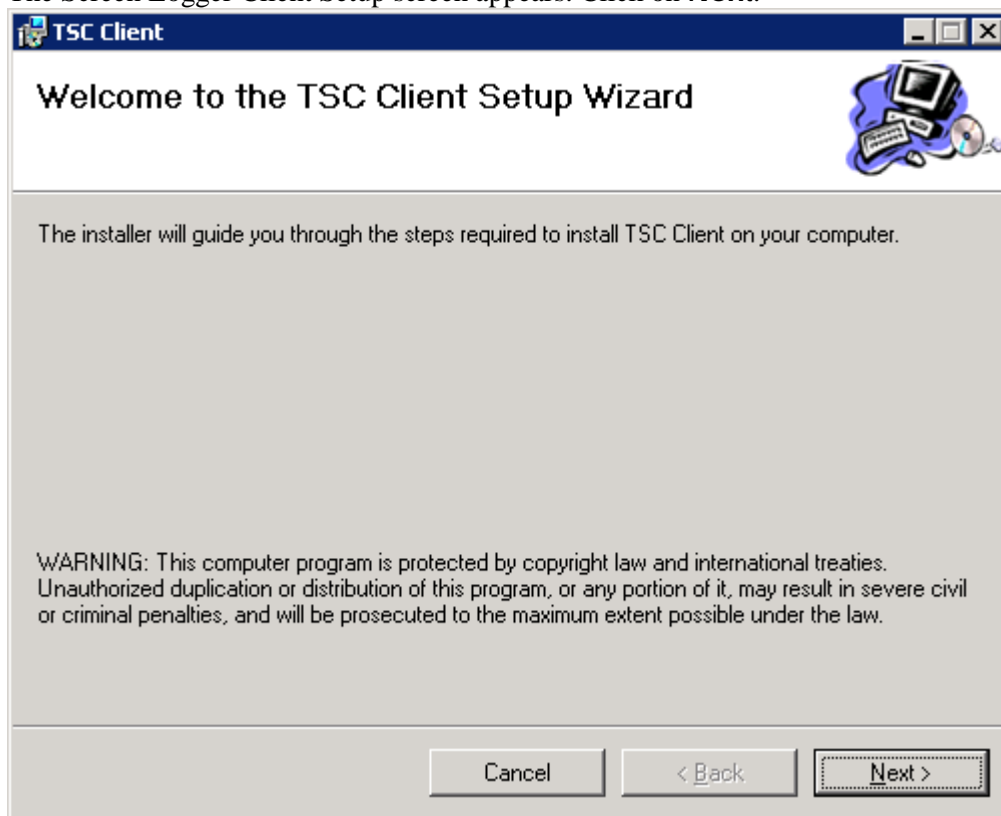
Installing Screen Logger Client

Please make sure that any anti-virus software is disabled before continuing with this installation.

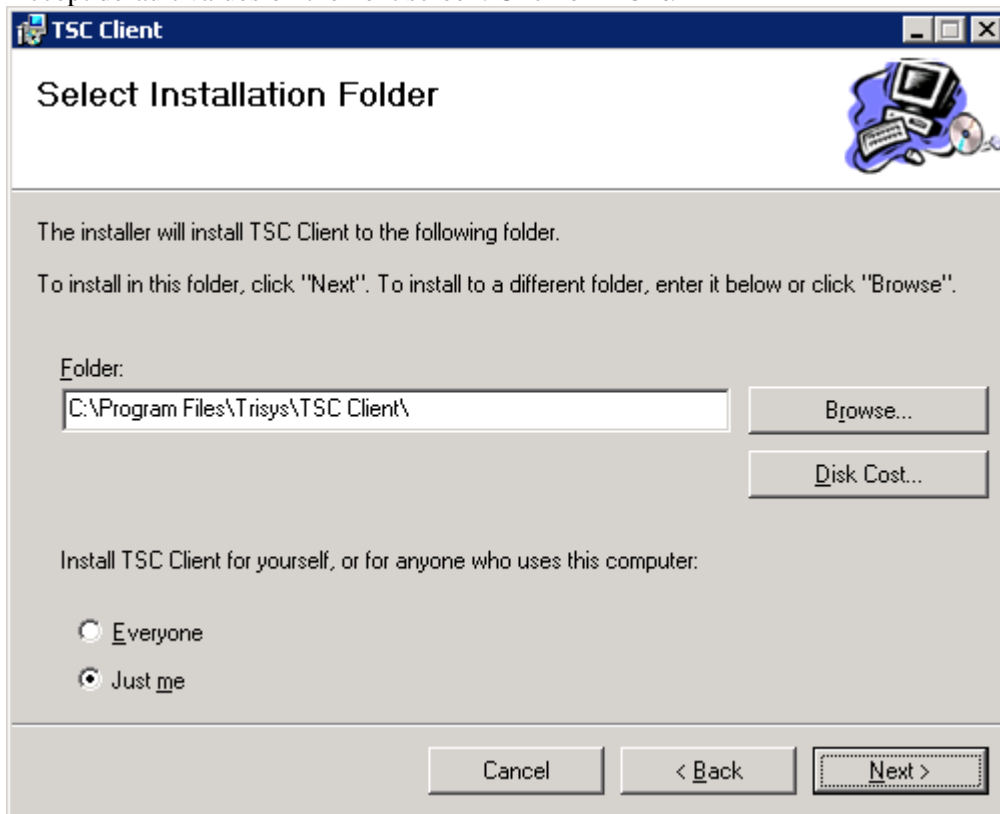
The Trisys Screen Logger Server software must be installed before Client installation.

The Client software has to be installed on each PC you intend to monitor. Client software collects screen data and runs as a “background” process (does not have a user interface).

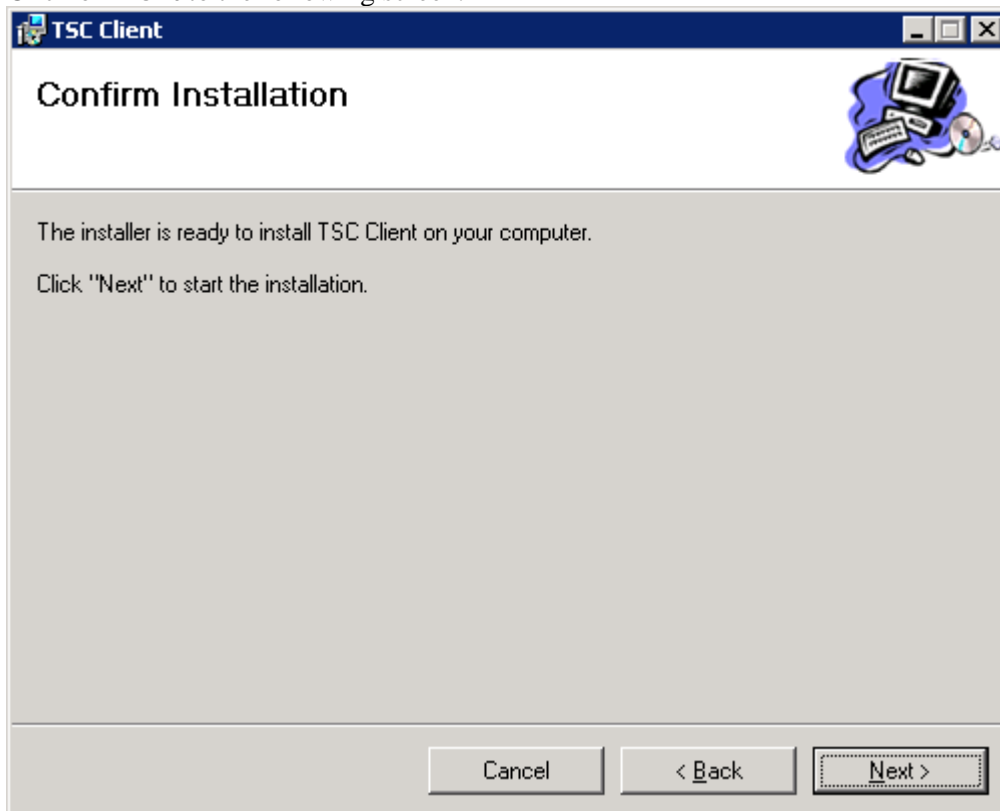
1. At the PC where screen data is going to be collected, insert Screen Logger CD into the CD ROM drive. **Screen Logger Startup Manager** screen is displayed in your Internet Explorer browser.
2. Click on Install Screen Logger Client.
3. Click **Run** to the Internet Explorer messages.
4. The Screen Logger Client Setup screen appears. Click on **Next**.



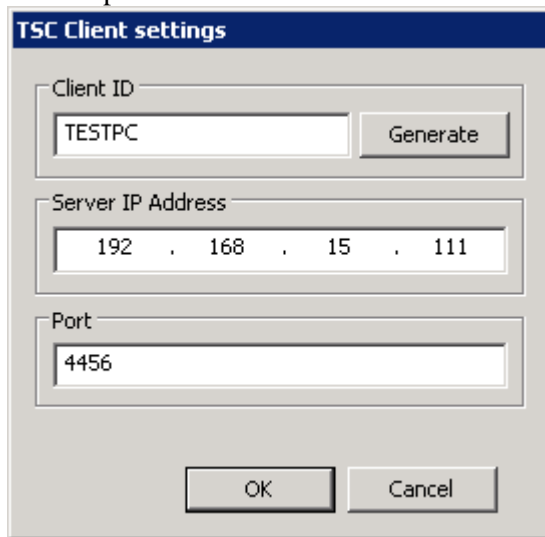
5. Accept default values on the next screen. Click on **Next**.



6. Click on **Next** to the following screen.



- The Screen Logger Client files are installed. When the installation is finished the **Setup** screen shows up.



The screenshot shows a dialog box titled "TSC Client settings". It has three main sections for input:

- Client ID:** A text box containing "TESTPC" and a "Generate" button to its right.
- Server IP Address:** A text box containing "192 . 168 . 15 . 111".
- Port:** A text box containing "4456".

At the bottom of the dialog are two buttons: "OK" and "Cancel".

- Client ID** - enter new Client ID or accept the default. Client will be identified with this id in the Screen Logger Viewer.
- Server IP Address** - enter the IP Address of the PC where the Screen Logger Server resides.
- Port** – accept default if port 4456 has not been changed during the Server installation, otherwise, enter the port used in the Screen Logger Server installation.
- Click on **OK**. The Setup screen closes.
- Click on **Close** to the Installation Completed screen.

The PC has to be restarted after the Client software is installed.

Install Client software on all computers you want to monitor PC activity for.

Installing Screen Logger Viewer

Please make sure that any anti-virus software is disabled before continuing with this installation.

Before you install the Viewer software, please make sure that Trisys Screen Logger Server software has already been installed.

The NET Framework has to be installed on the PC where Screen Logger Viewer is going to reside.

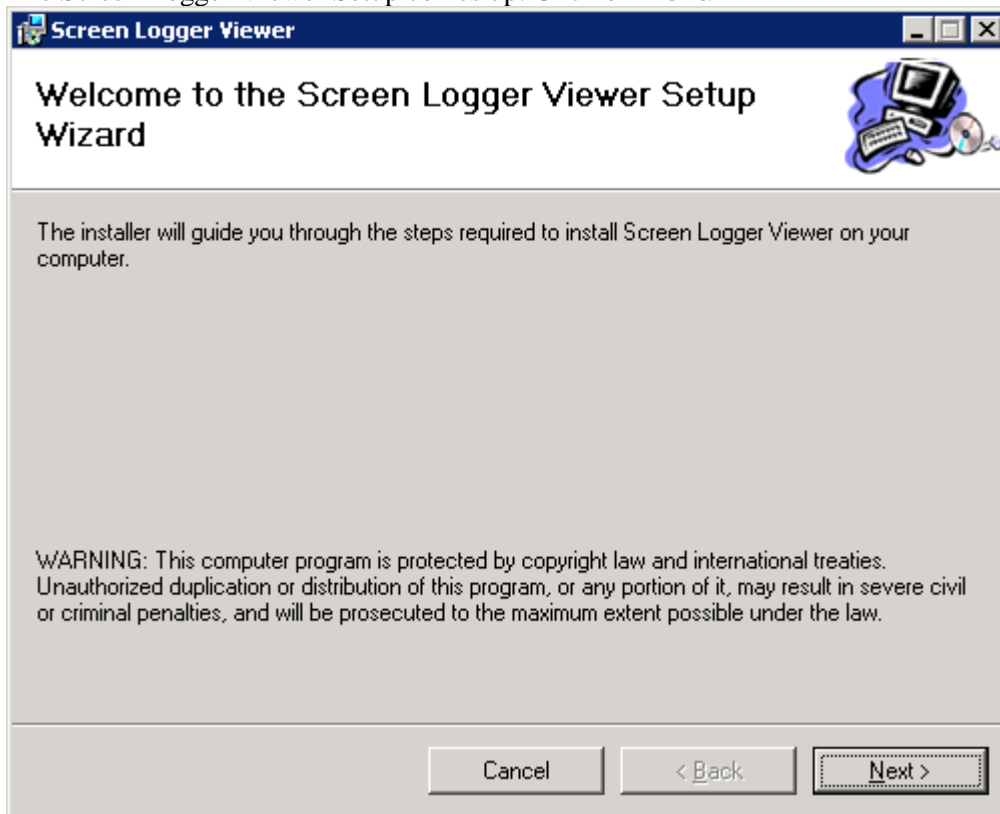
Windows Media Player has to be installed on the PC where Screen Logger Viewer is going to reside.

Viewer Installation

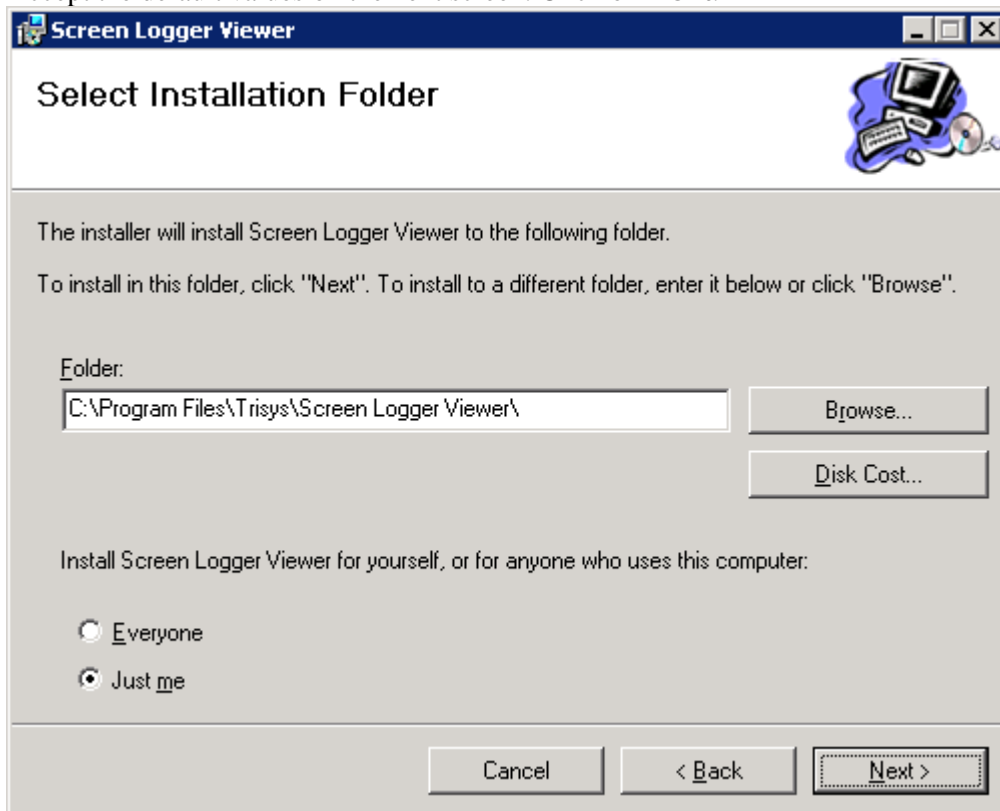
The Viewer software has to be installed on each PC used for viewing Client activity.

1. At the PC used for viewing Client activity, insert Screen Logger CD into the CD ROM drive. **Screen Logger Startup Manager** screen is displayed in your Internet Explorer browser.
2. Click on Install Screen Logger Viewer.
3. Click **Run** to the Internet Explorer messages.

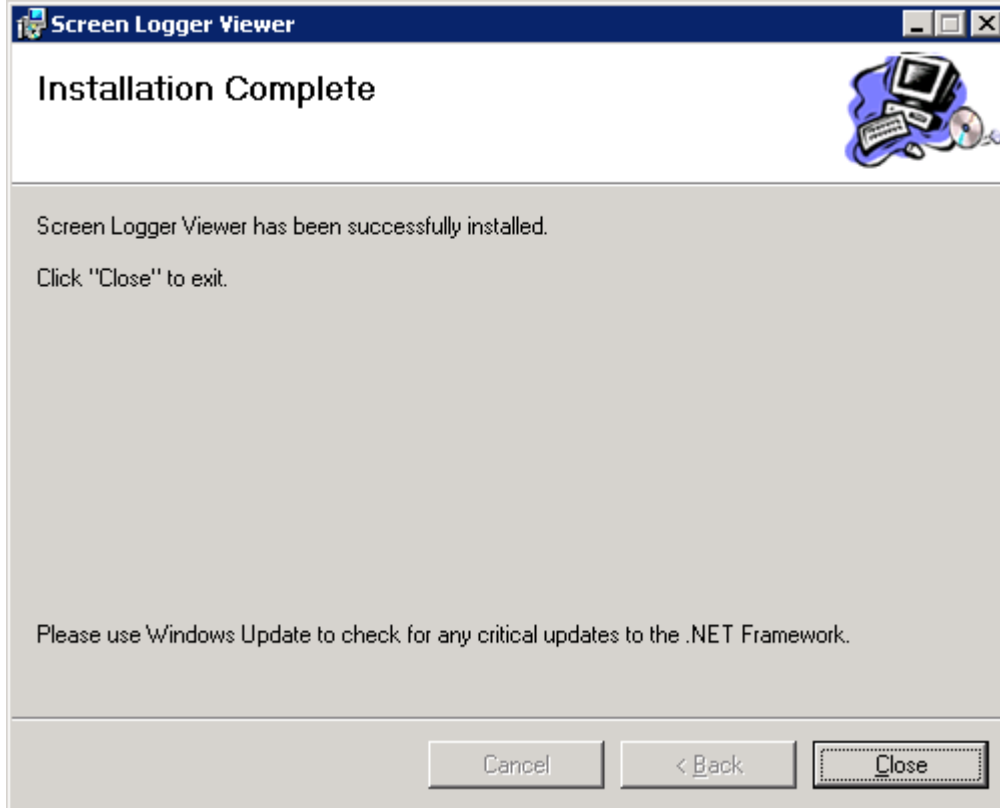
4. The Screen Logger Viewer Setup comes up. Click on **Next**.



5. Accept the default values on the next screen. Click on **Next**.



- Follow the installation prompts until the **Installation Completed** screen comes up. Click on **Close**.



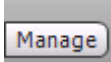
- Viewer installation is completed. At this time the Viewer needs to be connected to the Server. Please proceed with the section below.

Connecting Viewer to the Server(s)

- If this is a brand new Screen Logger Viewer installation (not an update) you will be prompted to enter the Server information when you open the program.
- To open Viewer go to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
- The **Add Server** screen appears.

- Server IP** - enter the Server IP Address or Name.
- Port** - enter the port used to connect to the Server. By default it is port 4456. However, if a different port number has been entered during the Server installation that port number has to be entered here as well.

6. Click on **OK** to save changes.
7. The list of Clients connected to the server is displayed.
8. If you want this Viewer to be able to view data from multiple Servers, you need to add the Servers to this instance of the Viewer. To add additional servers to this Viewer proceed with instructions below.
9. To add an additional server, click on the **Servers** top menu option.



10. The **Servers** screen comes up.
11. Click on the **Add** button located on the bottom of the screen.
The **Host** and **Port** entry fields are displayed and the **Add** and **Cancel** button are shifted to the right.

Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	

Host: Port:

12. **Host** - enter the Server Name or IP Address.
13. **Port** - enter the port used to connect to the Screen Logger Server. By default it is port 4456. However, if a different port number was entered during Server installation that port number has to be entered here as well.
14. Click on the **Add** button. Server has been added to the list of servers.

15. If you would like to enter a short description, double click on the **Comment** field for that Server. The field becomes ready for entry. Type in Server description.

Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	
192.168.15....	4456	New York Office

16. Click on **OK** to save changes.
17. Repeat the installation steps for all Viewers you want to install on different PCs.

Setting up Screen Logger Viewer

Note: Viewers have to be connected to the Server(s).
Connecting Viewers to Servers has to be done on each Viewer separately and is a part of the installation process. For instructions on how to connect refer to page 39.

Screen Logger Viewer is used to view Client activity and change Client settings.
Clients can be managed via any of the installed Viewers by an authorized user.

1. To open Viewer go to **Start\Programs\Trisys Screen Logger\Screen Logger Viewer** at the PC where Viewer has been installed.
2. If you already created Viewer user accounts (via the Server Settings screen) the program prompts you for user name and password.

Screen Logger opens.

The screenshot shows the 'Screen logger' application window. At the top, there are tabs for 'Clients', 'Live', and 'History'. A status bar indicates 'Registered installation: up to 20 clients. Serial: LLUX9-W3UT-LUS' and a 'Choose client, please' dropdown menu showing '67.88.36.41[4456]' with a 'Manage' button. Below this is a table with columns for ID, Additional ID, and Status.

ID	Additional ID	Status
wbrada	200	Offline
WSTANHXP	112	Offline
TESTPC	101	Online
RemotePC	RemotePC	Offline

Version: 2.0.3. Copyright 2010 by Trisys, Inc.

3. In our example, we have four Clients already installed prior to the Viewer installation.
Client TESTPC is the only Client **Online** (currently collecting screen data).
To change settings for a particular Client right click on this Client ID and select **Client settings**.

Client settings	
General	Monitoring days
Client ID	TESTPC
Note: if this client is currently offline, it will be renamed automatically next time it goes online	
Additional ID	101
Use schedule	<input checked="" type="checkbox"/>
Monitor activity starting	08:45
and ending	17:30
Frames interval, sec	20
Capture quality, %	70
<input type="button" value="OK"/> <input type="button" value="Cancel"/>	

4. **Client ID** – this is the id given to the Client during installation. It is also used to identify Client in the Viewer.
5. **Additional ID** – this entry is optional except if you use the Screen Logger together with the TAPIT Call Accounting software. In that case you need to populate this field with the client's phone extension to enable viewing screen data via TAPIT Web Reports. By clicking on a call record in TAPIT Web Reports you will be able to see what a person was doing on the Client PC during a particular phone call.
6. **Use Schedule** - If you decide to collect Client data only for a part of the day, you need to check the **Use schedule** option and fill in the monitoring time frame. In our example we are collecting screen data from the TESTPC daily between 8:45 AM and 5:30 PM.
7. **Interval between frames** - by default, Client will capture screen data every 20 seconds. You can increase the frequency of data capture by decreasing the value of this field. Keep in mind that increasing the frequency will use more bandwidth on your network (Client is sending screen data to the Server more often) and it will take up more disk space.
8. **Capture quality** – by default it is 50%. You can increase the screen image quality by increasing value of this field. Keep in mind that increasing the **Capture quality** setting will use more bandwidth on your network and it will take up more disk space. We have set **Capture quality** to 70% in our example above.
9. Click on **Monitoring days** tab.
10. **Week** - you can specify what days of the week you want to monitor. Check the boxes corresponding to the days you want to collect screen data. Leave the boxes corresponding to the days you want to exclude from monitoring clear. In our example, the Client is monitored Monday through Friday. The Client software does not collect any screen data on Saturdays and Sundays.

11. **Special non-monitoring dates** – dates exempted from collecting screen data.
To add a date to this list click on the **Add** button located in the lower left hand corner.
12. The date entry field appears on the bottom of the **Client Settings** screen.
Current date (day/month) is displayed by default.

13. To select another day/month combination click on the down arrow of the entry field.
Calendar control comes up.

14. Use side arrows on the top of the calendar to find the desired month and select a day within the month by clicking on it.
15. Click on **OK**. The selected day/month populates entry field.

A screenshot of a date entry field. The field contains the text "1 / 1" and has a small downward arrow on the right side. To the right of the field is a button labeled "Add".

16. Click on the **Add** button located next to the entry field. The **non-monitored days** list reflects the new date.
17. In some cases you may want to change settings for multiple Clients. To do this click on the **Copy Settings** tab.

The **Copy Settings** screen lets you copy the settings for the current client to the selected clients.

The screenshot shows a dialog box titled "Client settings" with three tabs: "General", "Monitoring days", and "Copy settings" (which is active). Below the tabs is the instruction "Select clients for which you want to apply these settings". A table follows with the following data:

Copy to	Client ID	Additional ID
<input checked="" type="checkbox"/>	wbrada	200
<input checked="" type="checkbox"/>	WSTANHXP	112
<input checked="" type="checkbox"/>	RemotePC	RemotePC

At the bottom right of the dialog box are "OK" and "Cancel" buttons.

18. Check the box next to each Client that you would like to change settings for.
19. When done with Client setup click **OK** to save changes.

Using Screen Logger Viewer

Screen Logger Viewer is used to view Client activity and change Client settings.

Overview

To open the Viewer, go to **Start\Programs\Trisys Screen Logger\Screen Logger Viewer** at the PC where the Viewer has been installed.

If you already created Viewer user accounts (via the Screen Logger Administrator – page 12) the program prompts you for user name and password.

List of Clients

The first screen displayed, when the Screen Logger Viewer opens, is a list of Clients.

ID	Additional ID	Status
wbrada	200	Offline
WSTANHXP	112	Offline
TESTPC	101	Online
RemotePC	RemotePC	Offline

ID – Client primary ID. By default it is a computer name where the client software has been installed.

Additional ID – telephone extension associated with the monitored PC.

This field must be filled in if you are using Tapit Web Reports to view Screen Logger activity. Otherwise, you can leave it empty.

Status – indicates if a Client PC is currently collecting and sending data.

If data is not being received from the Client PC the status is **Offline**.

If data is being received from the Client PC the status is **Online**.

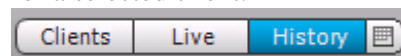
In the event the Server is not running, the Viewer does not display any Clients.

The Viewer operates in two modes: **LIVE** and **HISTORY**.

In **LIVE** mode the data is sent (and recorded) from a Client at a rate of 4 – 5 frames (screen shots) per second. This is a very resource consuming method, and should be used when necessary.

In **HISTORY** mode, the Viewer will receive Client' data in intervals (history mode is further described on page 51). By default, the Client' PC will send a screen shot to the Server once every 20 seconds. This frequency can be changed for any of the Clients (Clients can have different frequencies of transmission).

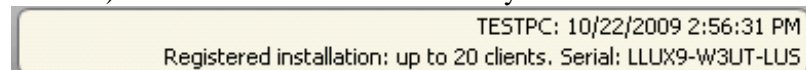
You can use the buttons in the upper left corner to toggle between **Clients** list and **Live** and **History** views for a selected client.



When viewing in **History** mode you can select a start date and time using a calendar control adjacent to the **History** button. For more information see the section on History mode below.

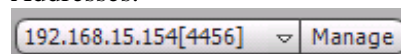
The information panel

The information panel is located in the middle of the top menu bar. It displays current client name (if any selected) and the date and time of currently viewed screen frame as well as the license information.



Managing servers

The top right corner of the screen contains the **Manage** button and the drop down list of Server IP Addresses.

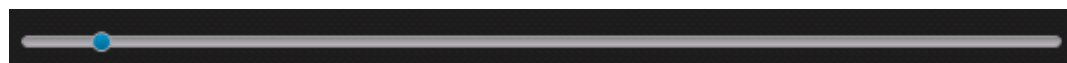


The drop-down list lets a user to switch between servers and the **Manage** button allows for adding and removing servers.

Managing data screens viewing

The bottom of the screen offers controls you can use to format screen and to manage frame viewing.

The sliding bar can be used to navigate thru frames. You can drag the blue circle to the left to go back in date and time or drag it to the right to move forward. Watch the date and time changing on the information panel on the top of the screen as you move the blue circle.



Pause – click on the **Pause** button to pause the transmission. The **Pause** button turns blue to indicate data transmission is being paused.

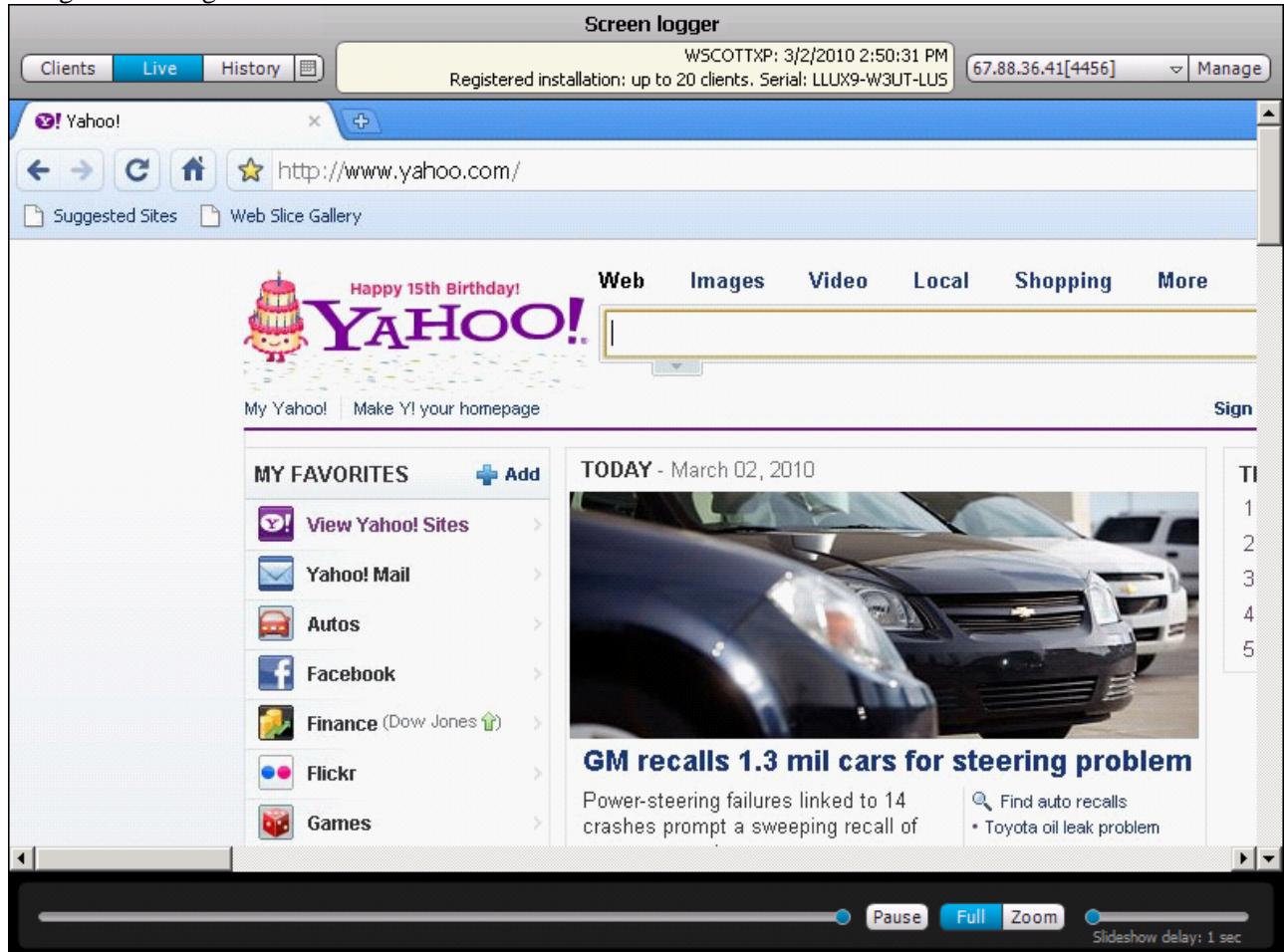


This will give you a chance to look at the particular frame for as long as you want. Click on the **Pause** button again when you want to resume transmission.

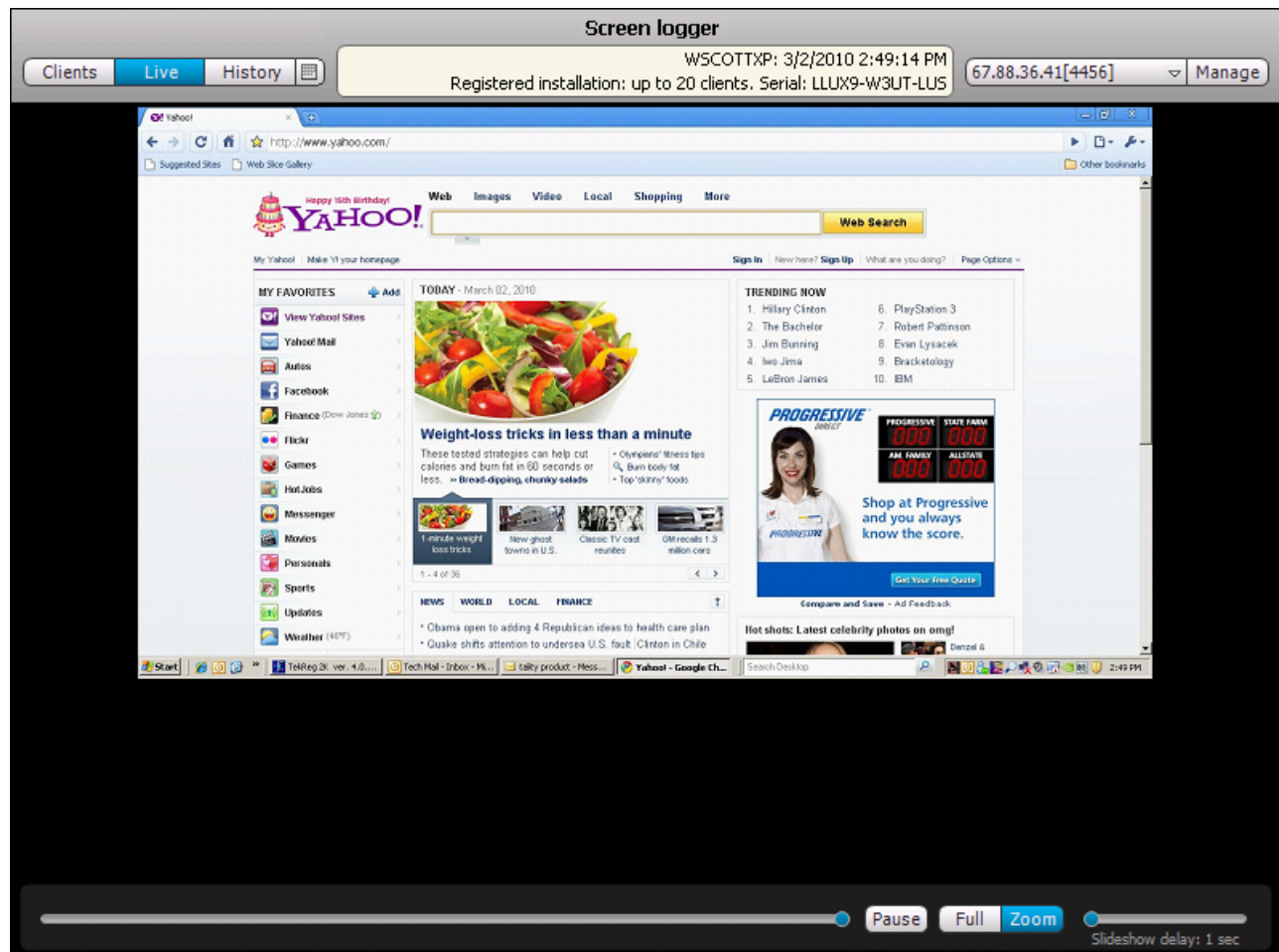
Full and Zoom - click on the **Full** button to see the same screen in a higher resolution (i.e. screen below).



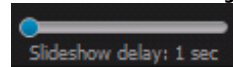
The screen shot is displayed in full size. When in full size, you can use vertical and horizontal scrollbars to navigate the image.



Click on the **Zoom** button to resize it back to the original size.



Slideshow delay –indicates the speed with which you are viewing screen data in History mode.



For example, even though Client screens were recorded once every 20 seconds, you can view them one screen per second by setting the **Slideshow delay** to 1 second intervals. In this scenario, you could browse through 8 hours worth of activity in about 24 minutes.

Notice, the screen shots were taken once every 20 seconds, therefore, you don't see "everything".

Nevertheless, you will get a very good "picture" of what the Client was doing at the time.

If you find that 1 second pause is too short, you can adjust it using the sliding bar to the right of the **Slideshow delay** label.

Viewing Client in the LIVE mode

In LIVE mode the screen data is transmitted by Client PC at the rate of 4 – 5 frames per second. This is a resource consuming method, and should be used when necessary.

1. Open Screen Logger Viewer by going to **Start\Programs\Trisys Screen Logger\Screen Logger Viewer** at the PC where Viewer has been installed.
2. The list of available Clients appears:

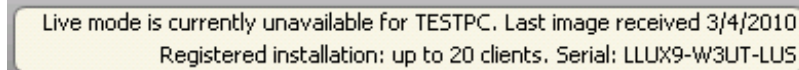
ID	Additional ID	Status
wbrada	200	Offline
WSTANHXP	112	Offline
TESTPC	101	Online
RemotePC	RemotePC	Offline

-
3. **LIVE mode is available ONLY for Clients currently collecting screen data (with the status: Online).**
-

4. Right click on Client you would like to view (Client has to have Online status).
5. Click on **Live** on the drop down menu.
Alternately, you can select the Client and click on the **Live** button on the top of the Viewer screen.



6. If **Live** mode is not available for the selected client it is indicated on the information panel.



Otherwise, the Viewer displays current activity of the selected Client PC with the rate of 4 to 5 frames per second. The Client ID of the currently viewed Client is displayed on the information panel located in the top center of the screen. The LIVE button, in the top left corner, turns blue.

7. **To pause the transmission** click on the **Pause** button on the bottom of the Viewer screen. The **Pause** button becomes blue.



Click on **Pause** again to resume transmission.

8. **To see the same screen in a higher resolution** click on the **Full** button.



The screen shot is displayed in full size. When in full size, you can use vertical and horizontal scrollbars to navigate the image. Click on the **Zoom** button to resize it back to the original size.



Viewing Client in the HISTORY mode

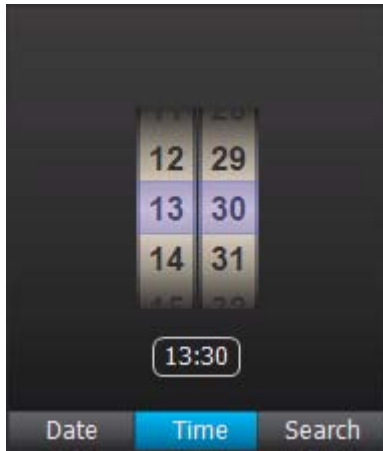
1. In History mode, the Viewer will receive Client data in time intervals. By default, the Client PC will send a screen shot to the Server once every 20 seconds. This frequency can be changed for any of the Clients (Clients can have different frequencies of transmission).
2. Open Screen Logger Viewer by going to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
3. The list of available Clients appears:

ID	Additional ID	Status
wbrada	200	Offline
WSTANHXP	112	Offline
TESTPC	101	Online
RemotePC	RemotePC	Offline

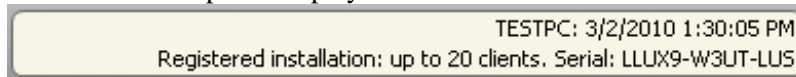
4. Right click on the Client you would like to view.
Select **History mode** from the drop down menu.
Alternately, you can click on the **History** button on the top of the screen.
5. Select a date and time you would like to start viewing history from. To do this, click on the calendar button adjacent to the History button.
6. Calendar control opens up by default on the **Date** screen.
Select year, month and day you would like to view activity for.

March 2010						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
22	23	24	25	26	27	28
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
Date		Time		Search		

7. Click on the **Time** button to set the time criteria.
Time control opens up.



8. Enter time in military format into the entry field. We have entered 13:30 (1:30 PM) in our example above.
9. Click on **Search**.
10. Viewer displays screens from the Client PC starting with the screen frame best matching the date and time entered via the calendar control.
The information panel displays date and time of the found frame as well as Client ID.



In our example we are viewing screen data for the Client - TESTPC. We have set the search criteria to 3/2/2010 and 1:30 PM. The best matching frame has been found with date and time stamp of 3/2/2010 and 1:30:05 PM.

11. To **pause the transmission** click on the **Pause** button on the bottom of the Viewer screen. The **Pause** button becomes blue.



Click on **Pause** again to resume transmission.

12. To **see the same screen in a higher resolution** click on the **Full** button.



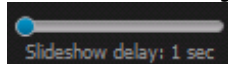
The screen shot is displayed in full size. When in full size, you can use vertical and horizontal scrollbars to navigate the image. Click on the **Zoom** button to resize it back to the original size.



13. To navigate through frames use the sliding bar on the bottom of the screen. Drag the blue circle to the left to go back in date and time, or drag it to the right to move forward. Watch the date and time change on the information panel on the top of the screen as you move the blue circle.



14. **Slideshow delay** –indicates the speed with which you are viewing screen data in **History** mode.



For example, even though Client screens were recorded once every 20 seconds, you can view them

one screen per second by setting the **Slideshow delay** to 1 second intervals. In this scenario, you could browse through 8 hours worth of activity in about 24 minutes.

Notice, the screen shots were taken once every 20 seconds, therefore, you don't see "everything". Nevertheless, you will get a very good "picture" of what the Client was doing at the time.

If you find that 1 second pause is too short, you can adjust it using the sliding bar to the right of the **Slideshow delay** label.

15. If you want to view activity for another date\time enter the new date\time criteria using the calendar control as described in points 4 through 8.
Keep in mind, that you will only be able to see history for activity that hasn't been archived, or deleted yet.

Changing Client settings

1. Open Screen Logger Viewer by going to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
2. The list of available Clients appears:

ID	Additional ID	Status
wbrada	200	Offline
WST&NHXP	112	Offline
TESTPC	101	Online
RemotePC	RemotePC	Offline

3. To change settings for a particular Client right click on this Client ID and select Client settings. In our example, we have four Clients already installed prior to Viewer installation. Client TESTPC is the only Client **Online** (currently collecting screen data).
To change settings for a particular Client right click on this Client ID and select **Client settings**.

Client settings

General | Monitoring days | Copy settings

Client ID
 Note: if this client is currently offline,
 it will be renamed automatically next time it goes online

Additional ID

Use schedule

Monitor activity starting
 and ending

Frames interval, sec

Capture quality, %

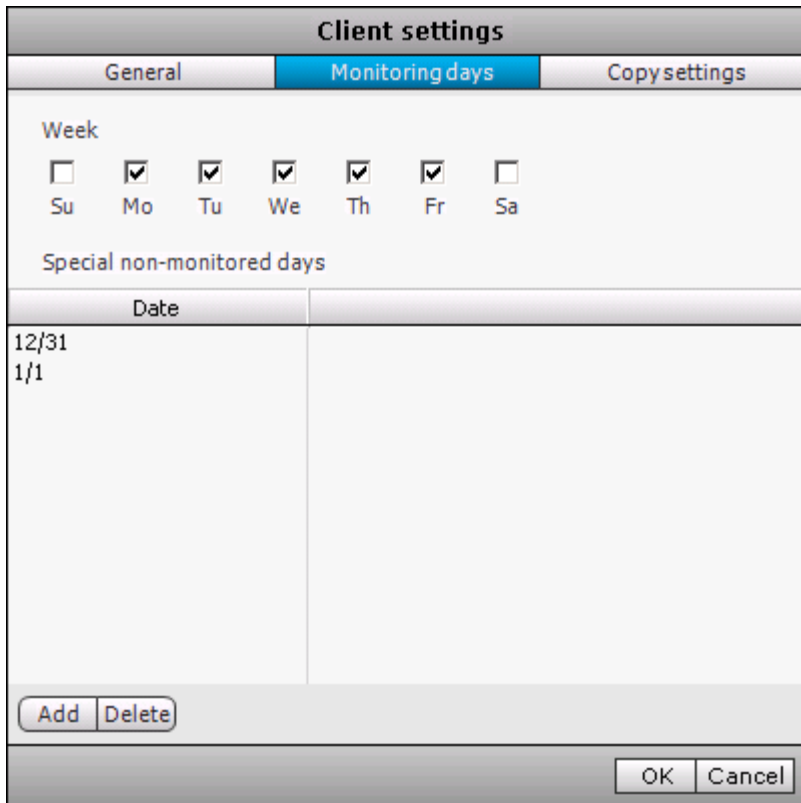
OK Cancel

4. **Client ID** – this is the id given to the Client during installation. It is also used to identify Client in the Viewer.

If the client is currently offline the Client ID will not change until it comes back online.

5. **Additional ID** – this entry is optional except if you use the Screen Logger together with the TAPIT Call Accounting software. In that case you need to populate this field with the client’s phone extension to enable viewing screen data via TAPIT Web Reports. By clicking on a call record in TAPIT Web Reports you will be able to see what a person was doing on the Client PC during a particular phone call.
6. **Use Schedule** - If you decide to collect Client data only for a part of the day, you need to check the **Use schedule** option and fill in the monitoring time frame. In our example we are collecting screen data from the TESTPC daily between 8:45 AM and 5:30 PM.
7. **Interval between frames** - by default, Client will capture screen data every 20 seconds. You can increase the frequency of data capture by decreasing the value of this field. Keep in mind that increasing the frequency will use more bandwidth on your network (Client is sending screen data to the Server more often) and it will take up more disk space.
8. **Capture quality** – by default it is 50%. You can increase the screen image quality by increasing value of this field. Keep in mind that increasing the **Capture quality** setting will use more bandwidth on your network and it will take up more disk space. We have set **Capture quality** to 70% in our example above.
9. Click on **Monitoring days** tab.
10. **Week** - you can specify what days of the week you want to monitor. Check the boxes corresponding to the days you want to collect screen data. Leave the boxes corresponding to the days you want to exclude from monitoring clear. In our example, the Client is monitored Monday

through Friday. The Client software does not collect any screen data on Saturdays and Sundays.



11. **Special non-monitoring dates** – dates exempted from collecting screen data.
To add a date to this list click on the **Add** button located in the lower left hand corner.
12. The date entry field appears on the bottom of the **Client Settings** screen.
Current date (day/month) is displayed by default.



13. To select another day/month combination click on the down arrow of the entry field.
Calendar control comes up.



14. Use side arrows on the top of the calendar to find the desired month and select a day within the month.
15. Click on **OK**. The selected day/month populates entry field.

A screenshot of a date entry field. The field contains the text "1 / 1" and has a small downward arrow on the right side. To the right of the field is a button labeled "Add".

16. Click on the **Add** button located next to the entry field. The **non-monitored days** list reflects the new date.
17. In some cases you may want to change settings for multiple Clients. To do this click on the **Copy Settings** tab.

The **Copy Settings** screen lets you copy the settings for the current client to the selected clients.

The screenshot shows a dialog box titled "Client settings" with three tabs: "General", "Monitoring days", and "Copy settings" (which is active). Below the tabs is the instruction "Select clients for which you want to apply these settings". A table follows with the following data:

Copy to	Client ID	Additional ID
<input checked="" type="checkbox"/>	wbrada	200
<input checked="" type="checkbox"/>	WSTANHXP	112
<input checked="" type="checkbox"/>	RemotePC	RemotePC

At the bottom right of the dialog box are "OK" and "Cancel" buttons.

18. Check the box next to each Client that you would like to change settings for.
19. When done with Client setup click **OK** to save changes.
20. In some cases you may want to changes settings for multiple Clients. If this is the case follow instructions below.
21. Click on the **Copy Settings** tab. The **Copy Settings** screen lets you copy the settings for the current client to the selected clients.

Managing Servers

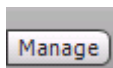
The Viewer is capable of getting data from multiple servers.

Server settings need to be set up on each Viewer separately.

By clicking on **Manage** button located in the top right corner, you are able to add or remove Servers, and switch between them. The currently connected Server IP Address is reflected in the title bar of the Viewer Screen.

Adding Server

1. Open Screen Logger Viewer by going to **Start\Programs\Trisys Screen Logger\Screen Logger Viewer**.
2. Click on the **Manage** button located in the top right corner.



The **Servers** screen comes up.

3. Click on the **Add** button. The **Host** and **Port** entry fields are displayed on the bottom of the screen.

Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	

Host: Port:

4. **Host** - enter the Server Name or IP Address.
5. **Port** - enter the port used to connect to the Server. By default it is port 4456. However, if a different port number was entered during Server installation that port number has to be entered here as well.
6. Click on the **Add** button. Server has been added to the list of servers.

- If you would like to enter a short description, double click on the **Comment** field for that Server. The field becomes ready for entry. Type in Server description.

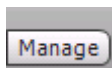
Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	
192.168.15....	4456	New York Office

Add Delete OK Cancel

- Click on **OK** to save changes.

Editing Server

- Open Screen Logger Viewer by going to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
- Click on the **Manage** button located in the top right corner.



The **Servers** screen comes up.

- Double click on the field for the Server you would like to change. The field becomes ready for entry. Type in new value.

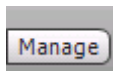
Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	
192.168.15....	4456	New York Office

Add Delete OK Cancel

4. Click on **OK** to save changes.

Removing Server

1. Open Screen Logger Viewer by going to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
2. Click on the **Manage** button located in the top right corner.



The **Servers** screen comes up.

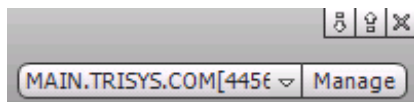
3. Click on the server IP Address or Name to select it.

Servers		
Host	Port	Comment
67.88.36.41	4456	
MAIN.TRISYS...	4456	
192.168.15....	4456	

4. Click on the **Delete** button. Server is removed from the list
5. Click on **OK** to save changes.

Switching to a different Server

1. Open Screen Logger Viewer by going to Start\Programs\Trisys Screen Logger\Screen Logger Viewer.
2. Click on the down arrow of the list adjacent to the **Manage** button located in the top right corner.



The **Servers list** opens up

3. Select the desired Server from the list.
4. Viewer connects to the server and displays the list of Clients associated with it.

Screen Logger Registration

In order to register Screen Logger a user needs to:

1. obtain a registration number via Trisys Registration Web Site.
2. register software on the PC where Screen Logger Server is installed.

Please print this page and follow the steps below to register your software.

Step 1. At the machine running **Screen Logger Server**, go to **Start/Programs/Trisys Screen Logger/Register Trisys Screen Logger**.

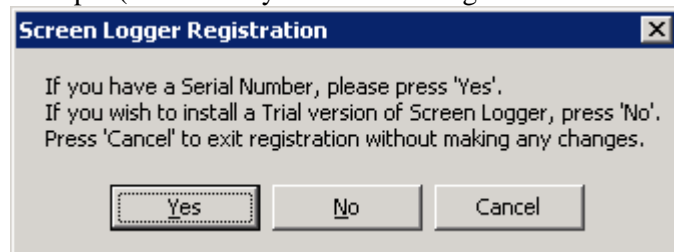
Step 2. Click on the **Register Screen Logger** button.

Step 3. The message "The Serial Number...is found on this..."

(a) If this is your **current** Serial Number, click on **YES**.

(b) If you want to **change** the Serial Number, click on **NO**.

Step 4. If you clicked on **YES** in **Step 3** go directly to **Step 5**. Otherwise, if you clicked on **NO** in step 3 (that means you want to change the Serial Number) the following message appears:



Click on **Yes** to change the Serial Number. Enter the new Serial Number in the provided space. Click on **OK**.

Step 5. The message "Do you have a registration number?" appears. Click on **YES**.

Step 6. The **Enter Registration Number** screen appears. It displays the Serial Number and the Computer ID. Copy both numbers into the space provided below.

Serial Number

--	--	--

Computer ID

--	--	--	--

Step 7. – Obtain registration number from the web. In order to do so, go to www.trisys.com. Click on the Registration option. Click on the [START REGISTRATION](#) link.

Step 8. - Enter the Serial Number and the Computer ID (copied in step 6) in corresponding space and click on **Continue**.

Step 9. The registration form comes up. Complete the form with requested information and click on **Register**.

Step 10. Print the confirmation page displaying the Registration Number (it is recommended to keep this page for your records).

Make sure you have a copy of your registration number handy.

Step 11. Return to the computer where the Screen Logger Server is installed. Enter the Registration number into the appropriate space on the **Enter Registration Number** screen and click **OK**. You will receive confirmation "This software is registered properly". Click on **OK** and then close the **Screen Logger Registration** screen.

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