ADDRESS BOOK

File specification

File format	Btrieve
File size	Approx. 1MB per 1000 records
Formats imported	ASCII, ACT!, Organizer, SideKick, Outlook, Goldmine, 3COM PalmPilot, Corex CardScan
Formats exported	ASCII, 3COM PalmPilot
User-defined import and export ranges	Unlimited

Database specification

Records per book	Unlimited; approx. 1MB per 1000 records
Custom fields	32
Telephones per record	8
Total fields per record	108
Supports OLE 2.0 as container/as server	Yes / No
Open architecture (API available)	Yes
Object-oriented design	Yes

Customizeable interface

Predefined list views	8
User-defined, saved list views	Unlimited
In-place editing of list view fields	Yes
Groups, Topics, and Categories can be stored on pages/lists/shortcut tabs	Yes/Yes/Yes
Customizable toolbars (docked or floating)	64
Include other applications on the DeskTop Set toolbar	Yes
Customizable reminder templates	Unlimited

Address Book Organization

Records per book	Unlimited
Maximum number of books	Unlimited
Groups	Unlimited
Topics	Unlimited
Categories	128
Shortcut tabs to records, groups, topics, and categories	64
Record clones	Unlimited
Linked records	Unlimited
User-defined associations between records	Unlimited

Record Folders

Organizes information in folders	Yes
Folders can be dragged-and-dropped onto the Windows 95/NT desktop	Yes

Reminders per record	Unlimited
File attachments per record	Unlimited
Drag-and-drop files of any type to attach them	Yes
Notes per record	Unlimited
Notes able to store rtf/graphics/OLE object in editor of choice	Yes
Maximum size of memos or notes	Editor-specific; defaults to Notepad's 16,000 character limit
Events per record	Unlimited
Support for TWAIN-compliant scanners and cameras	Yes
Picture formats supported (TIFF, BMP, JPEG, etc)	26
Purge folder contents by date range	Yes
One-click sorting of all record attachment lists	Yes

Internet integration

Auto-launches MS Explorer or Netscape Navigator from web site field	Yes
Auto-launches MS Outlook, Eudora Pro, and MAPI applications from e-mail field	Yes
Supports vCard standard for sending contact info. via e-mail	Yes
Accepts contact data via e-mail	

Search capabilities

Search criteria	Exact, Query, Phonetic, Category, Telephone, and Quick (real-time) search
Max. Boolean operators	8
Sort fields	20
Saved custom searches	Unlimited
Assign multiple search results to a category or group	Yes
Assign found records to Groups	Unlimited groups
Assign found records to Categories	Up to 128 categories

Communication integration and management

Predefined MS Word 6, 95, and 97 templates	4
Predefined WordPerfect 7 templates	4
Max. customized mailmerge templates	Unlimited
Mailmerge to letter, fax, or e-mail	Yes
"Smart" merge depending on available record information	Yes
Auto-attach DeskTop Set macros to pre-existing templates	Yes
Template preview from DeskTop Set	Yes
Automatic completion of Word/WordPerfect document summary information	Yes

Automatic naming of Word/WordPerfect documents	Yes
Accompany all letters with a printed envelope automatically	Yes
Contacts available to WinFax Pro 4, 7, and 8	Yes
Contacts available to MS Exchange and Outlook Express for e-mail	Yes
Send e-mail via Eudora Pro, and other MAPI applications	Yes

Network capabilities

Permits real-time file sharing	Yes
One-click access to network books via file tabs	Yes

Printing specification

Standard book printing templates	19
Standard Label and card printing templates	85
Standard envelope printing templates	21
Customizable print templates	Unlimited
Customizable print ranges	Unlimited
Record-specific *Mail-to* address	Yes
PostNet barcoding of envelopes	Yes

CALENDAR

File specification

File format	Proprietary
Year 2000-compliant	Yes
File size	Approx. 500KB per 1000 events
Number of local and network calendars	Unlimited
Formats imported	ASCII, ACT!, Organizer, SideKick, Outlook, Goldmine, 3COM PalmPilot
Formats exported	ASCII, 3COM PalmPilot

Calendar perspectives

Calendar views	Day, Week, Month, Year, Chart, Group, Desktop blotter
Related views	ToDo, Address Book, Calls, Reminders, Time Zones, Biorhythms

Event management

Predefined event templates	16
User-definable event templates	64

Mouse-only event entry	Yes
Events per day	19
Reminders per day	Unlimited
Calls per day	Unlimited
Event types	Timed, untimed, recurring, floating, linked (to Address Book), alarmed
Event attributes	Private/Public, Business/Personal, Locked, Hidden, Billable
Programming advanced recurring events	Yes
Carries uncompleted events forward	Yes
Conflict alert	Yes

Schedule management

Interactive Day, Week, and Month views	Yes
Completed events struck through in all views	Yes (optional)
User-defined holidays	Editor-specific; defaults to Notepad's 16,000 character limit
Search criteria	Specific events, Conflicts, and Free time
Adjustable workday/workweek	20
Finds/graphically displays free time in Chart view	Yes
View events, pending calls, and pending reminders at once	Yes
"Drag-and-park" events until they are rescheduled	Unlimited

Alarm management

Monitor alarms when DeskTop Set is not running	Yes
Select which calendars are monitored	Yes
Custom grace and advance periods	Yes
View all alarmed events and reminders at once	Yes
Filter alarms by type (events, ticklers, calls, etc.)	Unlimited
Drag-and-drop rescheduling	Yes
One-click alarm snooze	Yes
Included alarm melodies	19
User-defined alarm melodies	109
Text-to-speech alarm announcements	Yes
Custom recorded announcements	Unlimited
Digital pager support	Yes
Alphanumeric pager support	Yes (requires Notify! or WinBeep software)
Pagers supported	2

To-Do list management

ToDo items per list	38
Separate ToDo lists	64

Attach notes and files to ToDo items	Yes
Link ToDo items to Address Book entries	Yes
Copy or move items to the Calendar as events	Yes
Priorities	1 through 10, and completed

Internet integration

Supports vEvent standard for scheduling via e-mail	Yes
Accepts events via e-mail	Yes

Networking capabilities

One-click access to network calendars via file tabs	Yes
Contacts available to WinFax Pro 4, 7, and 8	Yes
Automatically send meeting requests to invitees	Yes
View a group's schedules at once	Yes
Number of schedules per group	24
Maximum number of groups	Unlimited
Can show group members' schedule details/isolate free time	Yes
Create private entries, not viewable over the network	Yes
Show conference room and other resource availability	Yes

Printing

Supports color printing	Yes
Daily itinerary includes contact information and notes	Yes
Week- and Month-at-a-Glance posters	Yes
Month charts showing events and free time graphically	Yes
Customizable, tri-fold (3- or 6-panel) printouts	Yes
Print To-Do items by due date and priority	Yes
Print consolidated To-Do lists	Yes

☎ DIALER

Technical specification

Supports dialing via Hayes-compatible modems	Yes
Supports dialing and CallerID via TAPI	Yes
Hands-free speakerphone capability with Unimodem/V modems	Yes

Strategic dialing

Saved location settings (area codes, prefixes, etc)	unlimited
Predefined dialing strategies	15

User-defined dialing strategies	4
Area code/exchange-specific exceptions	Unlimited
Least-cost routing assignments	Unlimited

Speed and convenience

Dialing methods	By name, number, mnemonic name, or speed-dial button
Redial history	Last 10 numbers
User-defined redial criteria	Number of retries and time interval
Speed-dial buttons per group	21
Speed-dial groups	Unlimited
User-defined calling card accounts	3
Diagnostic display for troubleshooting dialing issues	Yes
Announces call progress in a professionally recorded voice	Yes
One-click speakerphone volume and mic gain control	Yes
Play pre-recorded messages to voice mailboxes	Yes

Call management

Automatic call timing and logging	Yes
Produces reports of time spent with clients	Unlimited
Purge historical records by date range	Yes
One-click scheduling of follow-up calls	Yes
Two-way conversation recording	Yes
Categorize calls by user-defined subjects	Unlimited
Customized filtering of calls by date range and type	Yes

Incoming call management

Phone lines/mailboxes supported	1/1 (3-way calling also supported)
Customizable answering modes (available, at lunch, etc.)	Yes
Automatically finds contacts using Caller ID	Yes
Customized caller announcements	Yes
User-defined answering modes	Unlimited
Professionally-recorded prompts (male and female)	36
User-recorded prompts	Unlimited
Mailbox capacity	Unlimited. approx. 240KB/min. using Microsoft ADPCM, 8000 Hz, 4 bit, Mono
Selectable time limit per message	1 to 6000 seconds
Optional automatic actions	Start log, open record, record conversation
Play announcements/music to callers while on hold	Yes
Play on-hold music from PC CD-ROM drive	20
Request on-hold callers' names or phone numbers	Yes
Assign multiple search results to a category or group	Yes

Remote message notification

Pagers/phones supported	2/1
New message notification threshold	By time, time increment, or number of new messages

Touch-tone remote access

Remote message retrieval	Yes
Rewind, fast-forward, skip messages	Yes
Return a call without hanging up	Requires 3-way calling
Leave private messages for callers to retrieve	Yes
Send a reply fax to caller	Yes
Change outgoing message remotely	Yes
Books and calendars accessible by touch-tone phone	Unlimited
Touch-tone book search by name, group, topic, or category	Yes
Touch-tone calendar search for events and free time	Yes
Schedule or reschedule an event via touch-tone phone	Yes
User-defined priority access callers	Unlimited