



Note on this User Manual: *This is just a preliminary User Manual designed to help the creators plan out the design and look of the system from a Users point of view as well as laying down the foundations of the User Manual itself. Part have not been completed, all screen shots are subject to changing as is everything in this manual. Please check out "Why are we creating this?" if you are curious as to our motivations.*

1. Introduction

1.1 About

Summit is an open-source, multi-platform, peer-to-peer conferencing package designed to be a complete solution for all remote conferencing. At the most basic level, users can chat using instant text messaging. Building on top of this are features such as a shared whiteboard, shared desktops, and video and audio conferencing capabilities. Each component may be used in isolation, or in conjunction with others in any combination required.

Interfaces are designed for maximum user-friendliness, and configuration of the program is kept minimal. Connecting to a Summit is as easy as clicking on it, yet the software is still powerful enough to be flexible to any requirements.

jSummit is written in Java and is designed with portability in mind. Versions for multiple platforms will be available, and, being free software, we hope that it will continue to grow and be made available on less common environments such as handhelds and embedded devices.

Currently, the project is solely the work of a team of Computer Science students at the University of Wollongong, however due to the very nature of the project, it is expected that once the project is assessed and a finished product released, development on the software package will not stop.

1.2 Creators

Are Wollongong University Students: Timothy Goodwin, Grant King, Peter Kitchner, Phillip Street and Jenna Thomson.

1.3 What is zero configuration, chatting, file sharing, video conferencing, desktop sharing and a whiteboard?

Zero-Configuration

Zero-Configuration (ZConf) is a networking protocol that is used on a local area network and mainly for wireless networks that enable the computer to connect to a given network without the bother of having to configure IP addresses and gateways – this is all handled by the protocol and is hidden from the user. It is a powerful tool in that users can simply click on a button without having to be technically minded and the software does the rest for them. This makes it easy for the user and despite some issues with maximum number of connections to a single node the protocol is very versatile.

Chatting and Instant Messaging

Chatting and instant messaging are very common things on the Internet now days what is AIM, Yahoo Messenger, MSN and ICQ topping the lists as well as Chat Rooms and the like dominating the internet. But for those that are clueless what are they? Chatting and Instant Messaging are the ability to talk to some one through the use of text streams in real time. A user from one part of the world can talk to another from some other country with ease provided they have each other's 'handle' (Internet user name) and the same chatting software whether it be from a chat room board or Instant Messaging software. Often a user will have to log into the service and other people will see that this person has logged on and they will proceed to talk = chat with one another. In jSummit the use of a general chat area for all members in a Summit will be available as well as the ability to have private Instant Messaging with different members of the Summit.

File Sharing

File Sharing is also another common Internet pastime where by users can pass files from their computer to another person's computer with ease. File Sharing will be an important part of jSummit allowing Summit members to distribute files to other members with ease and the ability to track its progress easily.

Video Conferencing

Also audio conferencing as well which is much like a telephone conversation across the network. Video conferencing is the ability to use a live video stream obtained from a PC camera that streams through the network to all of the members in the Summit who have Video Conferencing enabled would receive the video stream in real time on their computer. This enables members to see one another as they are participating in a Summit. The quality and resolution of the video stream sent out and obtained will be able to be controlled by the users themselves though default settings will also be effect.

Desktop Sharing

Desktop sharing is the ability of a person to access another computer remotely via a network and using their own keyboard and mouse they can use the computer as if they are sitting right in front of it. The technology does have its limitations and can be quite cumbersome but it is extremely handy for a member of a Summit to show another what to do by accessing that person's computer and showing them directly without having to be sitting down next to them. Often IT professionals use this type of program in order to do work from home without having to enter the office.

Whiteboard

A Whiteboard looks like a typical Paint program screen where objects can be drawn and images placed upon it that is shared across a Summit. It is a way of having a graphical representation that any of the Summit members can add to and manipulate for a collation of ideas – much like the "butchers paper" idea often employed in board meetings. It is a powerful tool and with the ability to have many running whiteboards an essential tool in any conferencing software.

1.4 Where to Start

Firstly the program needs to be installed. The software can be obtained from the jSummit website:
<http://jsummit.sourceforge.net>

Follow the *Installation Instructions* and start the program. The first thing you shall see will be the splash screen that is initializing the program and getting information from your computer in order for it to run after the program has completed loading the splash screen will disappear and you are ready to start using jSummit.

2. Initial Screens

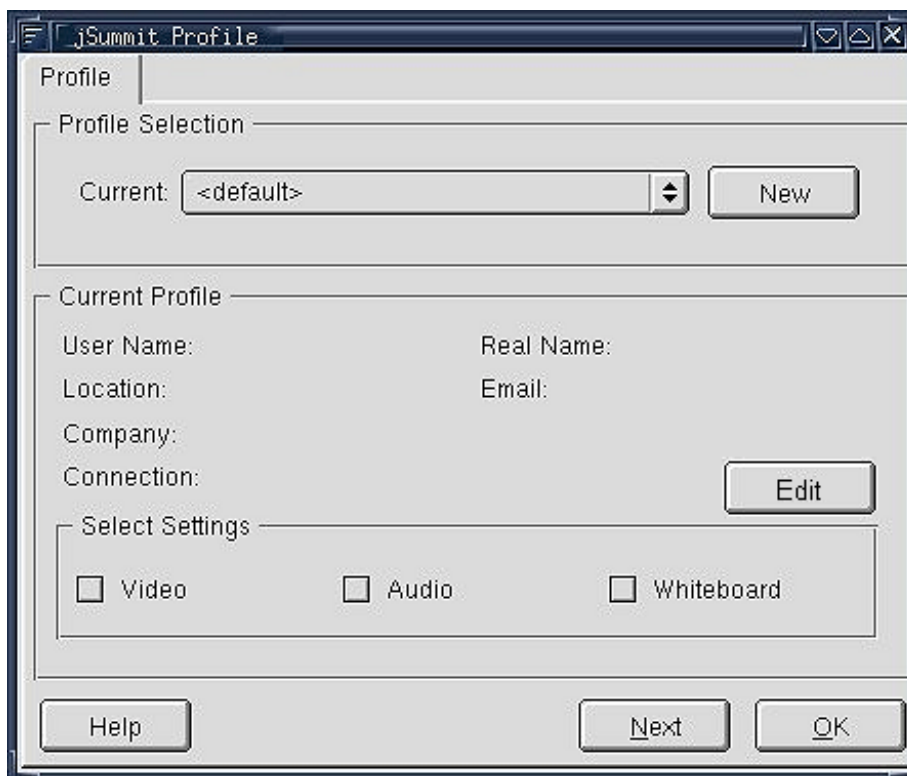
2.1 Splash Screen




This is the initial splash screen that you will see when you start up the program – it will be displayed whilst the program initialises itself and finds your current settings and configuration files. You have to wait until this screen disappears before you will be able to use the program.

2.2 Profile Selection and Creation

The first screen you will see after the splash screen will be that of the profile creation:



You can select a profile that you have already created by clicking on the  arrows and selecting the name of the profile you wish to use. The details you have set up for this profile such as the user name, location, and real name. Company, connection and email as well as whether this profile allows Video conferencing

connections, audio and whiteboard. If you would like to create a new profile or edit a current one you need to click the "New" or "Edit" button respectively.

Upon hitting these buttons the Creation/ Editing Screen will be shown. If you would like to see online help for any of the screens just hit the "Help" button and if you would like to cancel an operation just hit the "Cancel" button on any of the configuration screens.

The screenshot shows a window titled "jSummit Wizard" with a "User Details" section. The main heading is "Create/ Edit Profile!". Below this, there is a paragraph of instructions: "Fill in the following form with your user details and then follow the wizard through to configure basic system settings for this profile." The form is enclosed in a box and has a title "User Details". It contains five text input fields labeled "User Name:", "Location:", "Company:", "Real Name:", and "Email:". At the bottom of the window, there are four buttons: "Cancel", "< Back", "Next >", and "Help".

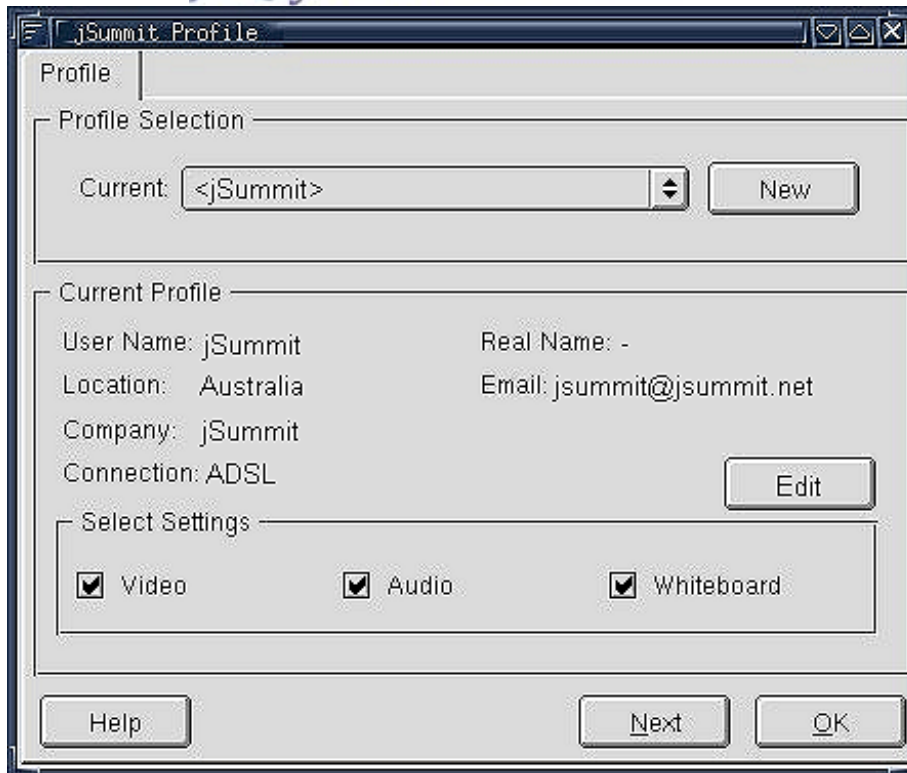
If you are editing your current profile settings will be displayed that you will be able to change and if you are creating you must fill in the User Name and Email before you are allowed to continue – the other fields are optional. Hit Next to continue and you will get the Connection settings screen:



Select your internet connection type (this can be obtained from analyzing your internet settings) once you have selected this the Settings for Video/ Audio and Whiteboard will be automatically set up a default suggested settings for the connection type – but you will be able to turn them on an off in this creation screen as well but simply clicking on the boxes. If you find that you have forgotten something in the previous screen you can easily go back by hitting the “Back” button.

Once you have finished adding/editing your details hit the “Finish” Button to go back to the initial Profile selection screen with your new profile details. If you made a mistake you can always hit Edit again and it will take you back to the profile editing screen to use this profile just hit the Next button on the bottom of the screen.

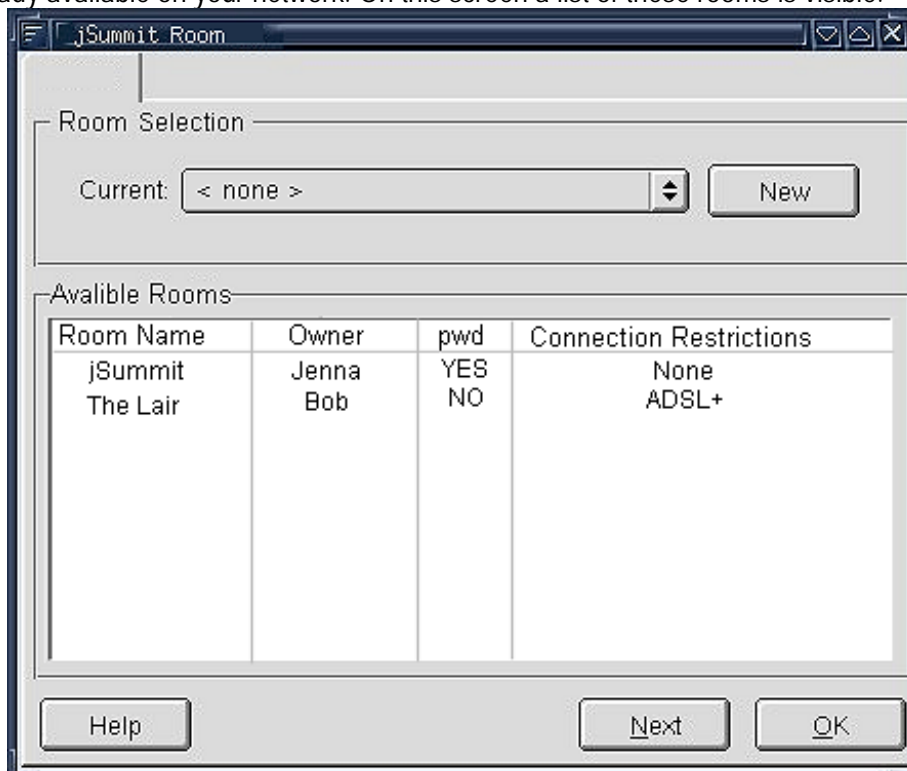
If you hit OK you will also be taken to the next screen.



If you wish to delete a profile that is in the Options setting once the program starts.


3. Room Selection and Creation

After selecting your profile hit the Next button and you will come to the Room Selection Screen – during startup (when the splash screen was on the screen) a broadcast was sent out to find what rooms were currently already available on your network. On this screen a list of these rooms is visible.



Select the room you wish to join by choosing it from the combo box in much the same way as choosing your profile – general descriptions of the room such as the name, owner, whether it requires a password and connection restrictions can be seen underneath.

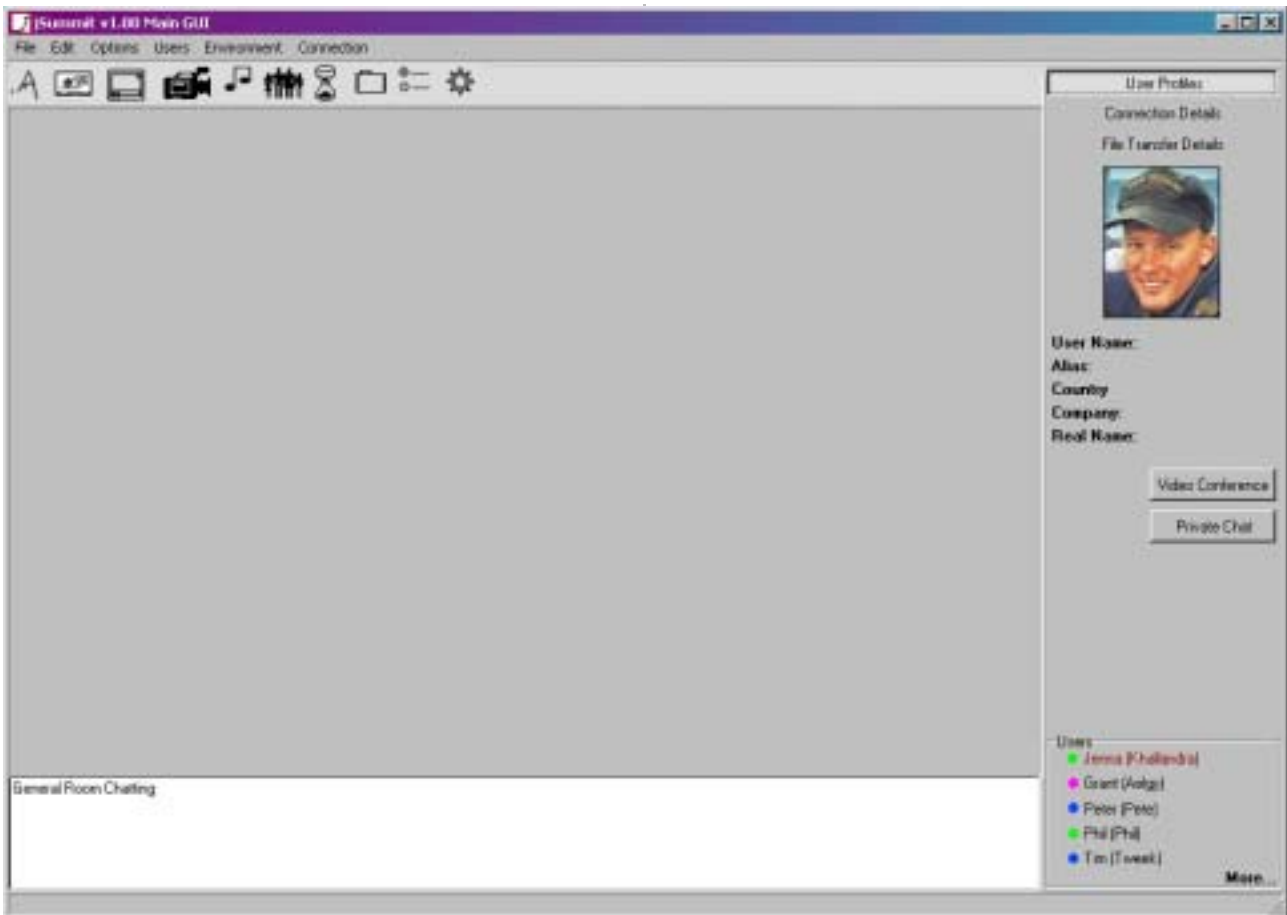
Once you have selected your room hit Next and if it requires a password a password dialogue box will be shown – enter the password and hit next if the password fails 3 times it will return you to the room selection page.

If instead you would like to create your own room hit the  next to the room selection list and the following dialogue box should be shown:

Enter in the room details and hit “Create”

[CREATE ROOM Screen]

4. Main GUI



4.1 Menus

Any of the menus can be accessed at any time by simply clicking on them and selecting the option you wish to use.

4.1.1 File Menu

- New will create a new Summit window where by you can start from scratch with the Profile selection, room creation stages
- Connect will disconnect you from the current Summit you have chosen and allow you to connect to a new one
- Change Profiles – will bring up the profile selection screen allowing you to change to a different profile
- Appear as Guest – will allow you to browse any Summit that allows guests inside without having to log on

- Appear Away – use this setting if you are going to leave your computer for a time giving other Summit members warning that it might take you some time to reply – Instant messages will still be able to be sent by other users in this setting
- Appear Busy – this will disable all video streams, audio streams and instant messaging to your computer so that connection bandwidth can be freed for other resources – in this setting you will still be able to view the whiteboard and general chat area as well as Users online
- Sign Out – to disconnect yourself from a Summit

4.1.2 Edit Menu

- Edit Profile Options – will bring up the Edit Profile screen so that you can change your settings including adding a picture of yourself
- Edit Room Settings – bring up Room settings page so that you can enable and disable functions (this is only available if you are the “Owner” of the Summit)
- Cut – Cut a selection of text or a graphical area and copy this to the clipboard
- Copy – Copy a selection of text or a graphical area and copy this to a clipboard
- Paste – Paste a slab of text or graphical area from the clipboard to an area

4.1.3 Options Menu

- Video Conferencing Settings – change your video config settings
- Disable/Enable Video Conferencing – can change whether you want to receive video streams or not
- Audio Conferencing Settings – change your audio config settings
- Disable/Enable Audio Conferencing – can change whether you want to receive audio streams or not
- * Desktop Sharing Settings* - change desktop sharing settings (this is a possibility to the program)
- *Disable/ Enable Desktop Sharing* - need to turn this one before you will be able to use this module (possibility only)

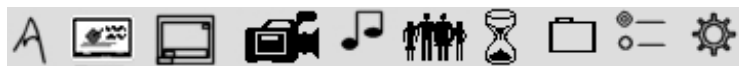
4.1.4 Environment Menu


- *Skins* (possibility only)
- Disable/Enable Docking – if you want the separate windows to be able to dock in the once main screen
- Perfect Fit Docking – only works if docking is allowed and will set the windows in the best order on your screen
- Toolbars – turn various icons from the toolbar on and off with ease
- *Plugins* (possibility only)
- *Shortcuts* - change the shortcuts that have been set to what every key presses you desire (possibility only)


4.1.5 *History Menu* A list of all the previous Summits that you have accessed and when









4.1.6 *Advanced Menu* (Possibility at this stage)

4.2 Toolbar



4.2.1 New Summit  - click this toolbar icon to set up or join a new summit effectively leaving the old one (the same as clicking New Summit in the File Menu)

4.2.2 New Whiteboard  - if you want a new whiteboard or find that the whiteboard is not currently showing then click this icon. Also if you already have the whiteboard visible it will create a new one under a tab (see Whiteboard instructions for more)

- 4.2.3 *Share Desktop*  - by clicking this you can effectively share your desktop with the other users – the other users will only view what you are doing and not have access to your computers functions
- 4.2.4 Open Video Conferencing  - Opens the video conferencing window and its options (See Video Conferencing)
- 4.2.5 Open Audio Conference  - Opens the audio conferencing window (See Audio Conferencing)
- 4.2.6 User List Window  - If you have turned off your User List window you can bring it up again by simply clicking on this icon.
- 4.2.7 Status Window  - By clicking this you can see the status window that will contain connection details, file transfer details
- 4.2.8 File Sharing Dialog  - Click this button to see the File Sharing dialog window (See File Sharing)
- 4.2.9 Poll Dialog  - Clicking this icon will bring up current active polls in the Summit and the statistics of them if so released by the Administrator (See Polling)
- 4.2.10 Options Panel  - Brings up the Options dialog to change profiles, room settings and other environment factors as well.

4.3 User List

The User List is a list of the current users connected to the Summit and their current statuses (Green ● the person is Online, Blue ● the person is Away, Purple ● the person is Busy). The user name on the left is the one that you can assign them and the one in brackets is one they have assigned themselves, you own user name is highlighted.



Also you can expand the list by dragging the top of the User list up or see more users by hitting the "More..." at the bottom of the list.

You can access a user's details and change the name to one that you prefer by clicking on the particular user name and in the status window above the User's Profile will be shown. By clicking on the File Transfer details you can see what files you have sent that person and their current statuses as well as opening up an Instant Chat window by clicking on the "Private Chat" button or a private Video Conference by clicking on the "Video Conference" button.



4.4 Status Bar

The status bar on the bottom of the Main window describes the current time and connection details such as incoming and outgoing traffic. It will also be the place where error messages will appear.



By focusing on a particular window (clicking on it) the status bar will show a summary of that windows functions whether it be the summary of file transfer details to the number of users currently logged in.

4.5 *Docking and Floatable Windows* (possibility only)

By default the windows will not be docked and will float on your screen once you choose "Enable Docking" on the Environment Menu. If you choose "Perfect Docking" in the same menu the windows will snap to a preordained grid if not you will be able to place the desired forms in the spot you like by dragging the window around until it snaps to the main form

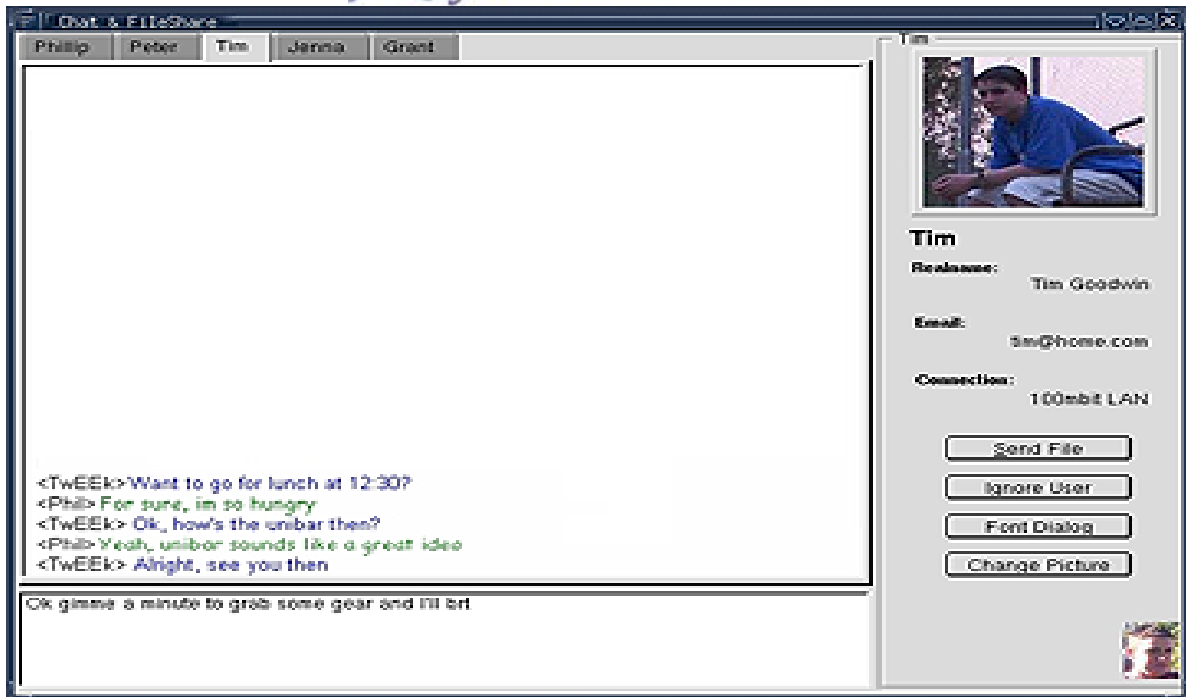
5. General and Private Chatting

There are two main ways to chat to people over jSummit. The first is through the main/general chat area, which every user can chat in. This is displayed at the bottom of the main GUI, and looks like this:



In order to chat, type a word or sentence into the area at the bottom and press enter. This is for a communal chat, in order to enter a private chat, select a name you wish, and press the 'private chat' button. From here, you can have private individual conversations with users. The window should display like this:

5.1 General Chatting



In the white section, all conversation is printed up, both yours and the other person. To actually talk, click on the small text box along the bottom, then type in a sentence, and press enter. The text should then show up in the chat area, and the other person should be able to see the same thing. Along the right hand side, there is a large image. This image is the person you're chatting to. Below this picture, is their information, which includes the real name, their email address, and their connection speed.

Below their information; there are 4 buttons, which are:

- Send a file
- Ignore User
- Font dialog
- Change Picture

5.2 Sending a File

If you wish to send a file to the person your chatting to, you can do so by pressing the 'send a file' button, which is located below the users information. Upon doing so, this window will appear.

[chat send a file image]

From here you can browse through your computer and select the file, which you wish to send.

5.3 Ignoring a User

If for some reason, you wish to block or ignore a user, you can do so by clicking on block user. Once this is done, the user can no longer talk to you, nor can they send files to you. This user will only be blocked from chatting. Upon blocking a user, you can unblock a user by pressing the same button, which should now read 'unblock user'. The chat dialog should look like this

[blocked user chat]

5.4 Font Changing

In order to change your font, colour, size, and style, you can select on the font dialog box, which will bring up a range of different text options to make your writing more appealing.

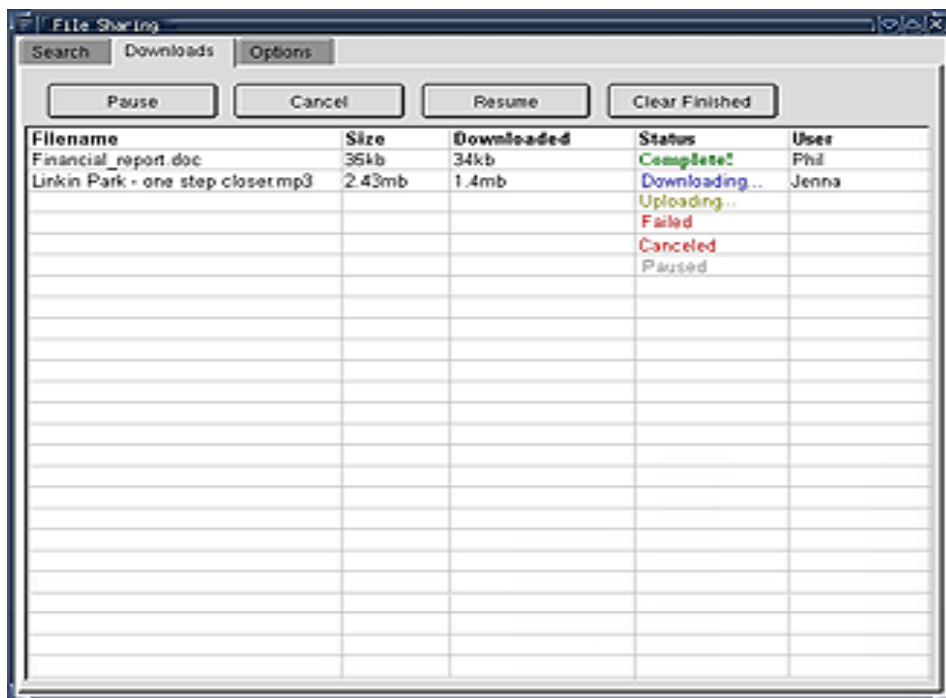
5.5 Changing Your Image

While you can see other people's pictures, do not feel privileged, as they can see your picture. Your picture will appear in the bottom right hand corner. To change this click on the change picture button, and the following window should appear:



6. File Sharing

The jSummit File Sharing utility allows a user to search for, and download files from the users connected to the same summit. Upon opening, the main window of this utility will be as the following:



6.1 Searching and Downloading Files

In order to search for a file, enter in a file your searching for, in the space provided. A file name can be anything, whether it is a song, a document, an image, a shareware game, a piece of software, or a

preview to a movie. After entering this, press the search button. This now searches other people's computers for the filename you entered. Within minutes of searching, jSummit will display files, that match your search word, along with who is supplying it, along with the size of the found file, the user who the file belongs to, and the network speed of their computer.

If a file comes up in the results that match your word, click on the filename in the results, and then 'download' button, which is located just under the results.

6.2 Options and Statistics

In the bottom half of this window, there are two small sections; options and statistics. The options window has 3 options. The first is to select your shared directory. When other users are searching for files, they need to be able to know where on your computer to search for. To select which folder will hold your files that other people can see and download, click this button, and the following dialog will come up

[select file sharing folder]

From here, you can browse and select a folder you wish to share.

The second option is to enable and disable file sharing. This simply turns this utility on and off. If it is enabled, you can download from people, and people can download from you. The last option is the option to cancel traffic. If your computer starts to run extremely slow, this can be used as a last resort, which upon pressing will cancel all downloads, and cancel all uploads.

- To the right of this options section, are the statistics of your file sharing. These include
- Current and total downloads
- Current and total uploads
- The number of files you have offered people to download
- The amount of data you have sent and received, and
- The total amount of traffic

6.3 Downloads

This window displays all download and upload traffic that has happened, and is happening at the current time. Information on traffic includes the filename, the size of the file, how much is has downloaded, the status of the traffic, and the user who is sending the file.

A status of a file can be either:

- Completed: file has finished sending/receiving
- Downloading: file is currently being received
- Uploading: file is currently being sent to someone
- Failed: file failed to download/upload
- Cancelled: file was cancelled
- Paused: user has paused this file (you or the sender/receiver)

To pause or cancel a download, select the row, which has the file you wish to cancel or pause, and then click either pause or cancel. Please note that you are unable to cancel or pause an upload to a person. To resume a file that has been paused do the same, however press the resume button.

If you have downloaded a number of files, your traffic window may become cramped with information. To clear the irrelevant data (such as cancelled/completed/failed files), press the 'clear finished' button, which will clear these.

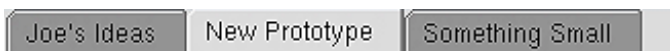
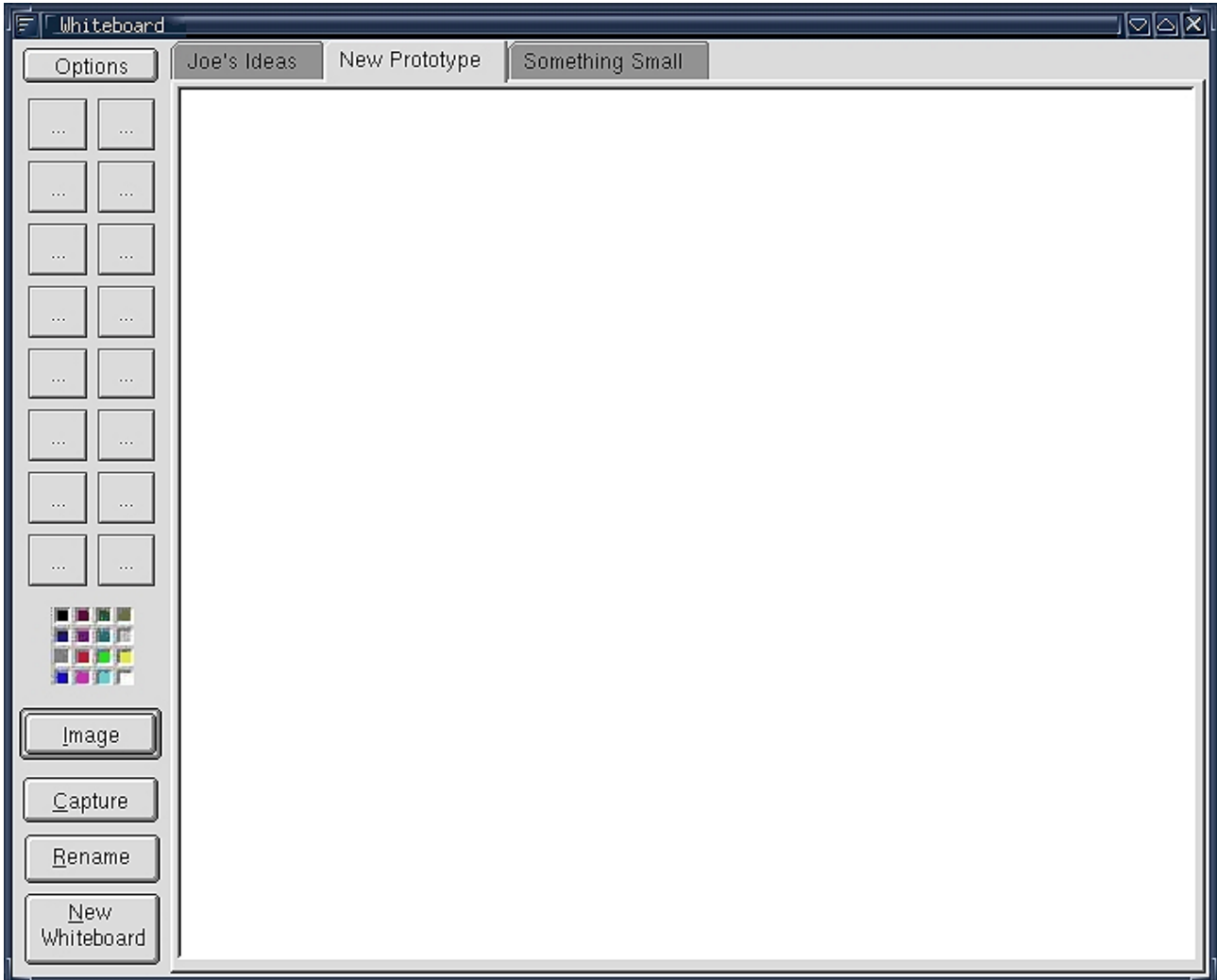
7. Whiteboard

jSummit features an interactive, shared whiteboard for users to share ideas and sketches, as well as add pictures and sketch on or around them.

To bring up the current whiteboards (if any) in a summit, click on the "Whiteboards" icon in the main window:



Clicking the icon again will display another whiteboard window, so you can view more than one whiteboard at a time.



The tabs at the top of the screen show the current whiteboards in this Summit. Clicking on a tab will display the whiteboard in the current window.



To create a new whiteboard, click on the "New Whiteboard" button.



NOT
FINAL





The drawing tools enable you to make sketches and notes on the current whiteboard.

[Brief description of each tool, once finalised]

7.1 Example drawing tools

- Pencil - Use this to draw free-form lines. Click and drag the mouse to draw.
- Line - Use this to draw straight lines. Click on the point you want the line to start at, and drag the pointer to where you want the end of the line
- Rectangle - Use this to draw rectangles and squares. Click where you want one corner to be, and drag the pointer to where you want the opposite corner to be. Holding the "shift" key down while drawing the rectangle will force it to be a square.
- Ellipse - Use this to draw a circle or ellipse. Click where you want the horizontal and vertical limits of the ellipse to be, and drag it to the opposite limits. Holding the "shift" key down while drawing the ellipse will force it to be a circle.
- Text - Use this to insert text onto the whiteboard. Click where you want the text to start at, and a cursor will appear for you to type text.
- Colour - Use this to select the colour of the line or shape you are drawing.
- Width - Use this to select the width of the lines used when drawing shapes
- Brush - Use this to select the style of line to be drawn when drawing free-form or straight lines

7.2 Buttons

-  The Image button allows you to add a picture from a file to the whiteboard. To add a picture, click it, then select the file you want to add. The picture will appear in the top left corner of the whiteboard. You can reposition the picture by clicking and dragging with the mouse.
-  The Capture button allows you to take a "snapshot" of a window on your desktop (such as a web browser window or a document) and add it to the whiteboard. To add a window, click the Capture button, which will bring up a list of all currently open windows. Select the window you want to add, and it will appear in the top left corner of the whiteboard. This image can be dragged with the mouse to any point on the whiteboard.
-  Click the Rename button to change the title of the current whiteboard.
-  Clicking the Options button will display the Options menu:


7.3 Other Options

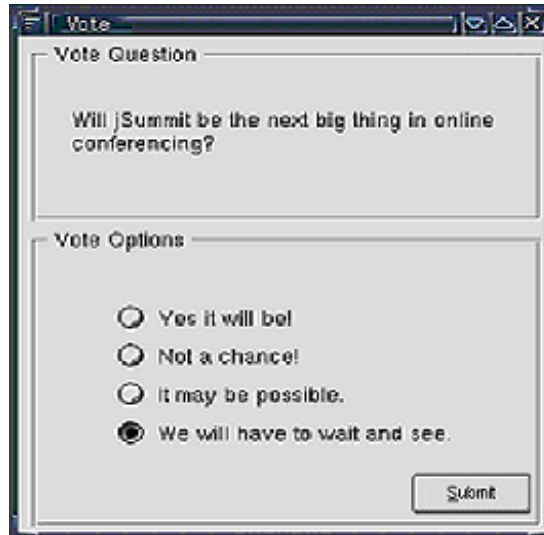
- Save Whiteboard - This will prompt you to save the current whiteboard as an image on your computer.

- Cut - This will move the current selected area to the clipboard, and delete it from the whiteboard.
- Copy - This will copy the current selected area to the clipboard, leaving it also on the whiteboard.
- Paste - This will place the contents of the clipboard into the whiteboard. You can move the pasted items by dragging them.

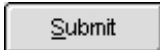
8. Poll

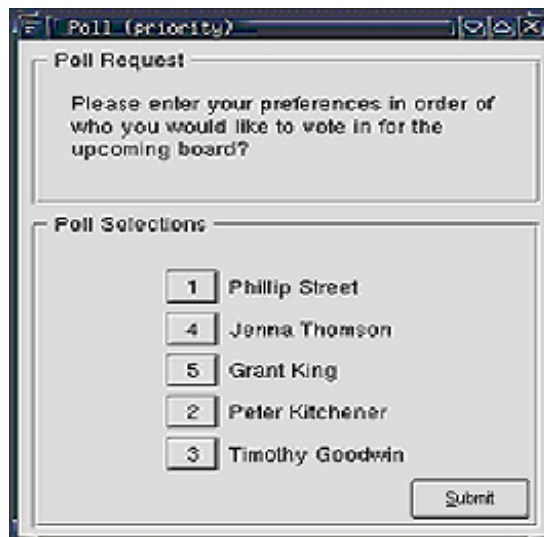
There are several different types of polling that you can do the first is single option where you click the

option you wish to choose and click :

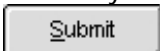


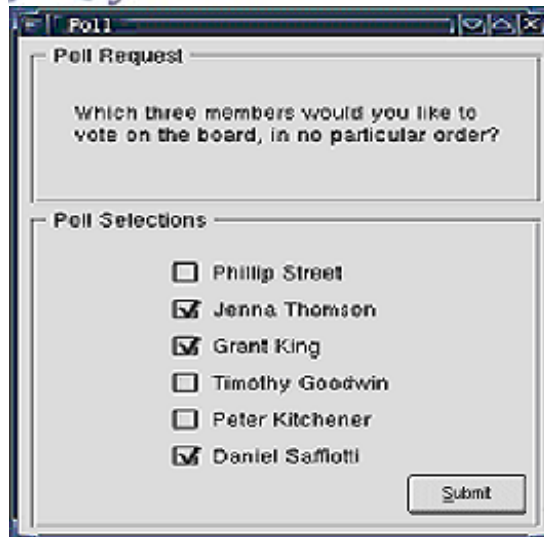
Second Poll type is ranking system where each item in the list is ranked – you can't use the same rank

twice in this type of poll, when finished hit .



The last poll type is that of multiple selections where you can choose a number of the options in the list by

ticking the boxes, when you are finished hit .



If after finishing your poll the owner of the poll has allowed automatic results you will be taken to the results screen, else a confirmation screen will come up saying that your vote has been registered and you will not be able to vote in this poll again in either cases.

9. Video Conferencing

9.1 Standard Mode



This mode allows you to see the video of each member of the room. The smaller icons next the name will be updated periodically. To view the video of a specific person, click on the name or the icon of the person you wish to view. To view all of the video streams in equal size click the button and the following screen will be shown instead:

9.2 Multiview Video



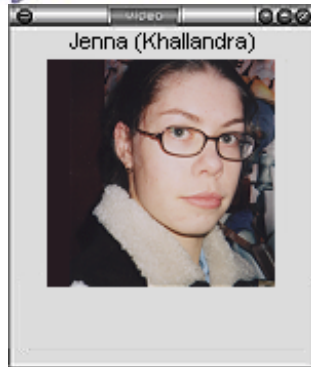
This mode allows you to view all video of people in the room. This mode is not recommended for users with slower network/internet connections as it requires a high amount of bandwidth. The Multiview Video mode is designed for a video conference style meeting making use of the audio features of jSummit. To access the configuration controls from this mode right click any where and select configuration.

This shows you all of the Video Streams at once to change back to the one large with the smaller ones hit the and the first version will be shown with the user you have highlighted, if you haven't highlighted a user the first user in the list will be the bigger version.

9.3 Video Mode Selection

Switching between modes is achieved by right click anywhere in the video window, and selecting the appropriate mode. The moderator/creator of the room can select the default video mode, and can also restrict users from changing the video mode.

To single out a particular person double click on their image and only their image will appear as such:



[There will be options underneath the image as well such as Send File, Private Chat, and Audio Conference though in most cases an Audio conference will be carried out alongside a Video Conference].

9.4 Video Configuration

To access the configuration dialog box, simply right click on the video stream of the person you are viewing. The options are explained below.

Video Compression / Streaming Configuration

- Use the slider to adjust the amount of compression. The higher the amount of compression the lower the quality of the of the video stream.

<insert configuration screenshot>

Camera Selection and Configuration

This dialog box allows you to configure your camera to the optimal settings for your environment.

10. Audio Conferencing

[To be confirmed at this point – probably look something like the video conference]

11. Options Pane

[Yet to be confirmed at this point – probably will be confirmed after main design is completed]

12. Beyond Basics – Configurations

[Yet to be confirmed – where the more advanced users can tweak the program]

13. Trouble Shooting

[Common mistakes and errors – help provided]

14. Basic Tutorial

[A simple tutorial example – this is only a possibility at this stage]

15. Getting Extra Help

[Where to access Message Forums and Tech support]

16. Shortcuts

[A list of shortcut keys]

17. Index

[The Index, not just an Index but The Index]