User's Guide

JSCAPE MFT Server Plugin for Outlook

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Introduction 1

Overview

JSCAPE MFT Server Plugin for Outlook can be used in combination with a compatible Outlook email client and JSCAPE MFT Server to perform ad-hoc email transfers. Ad-hoc email transfers offer a method in which users can email files to any valid email address while avoiding the problems typically associated with emailing files.

Unlike a typical email client that attaches files to an email message and sends the email message to the recipient, ad-hoc email transfer send a very small email message to the user with one or more automatically generated web based links embedded in the body of the message.

Ad-hoc email transfers provide the following benefits:

- Avoid bounced emails due to large file attachments or strict firewall rules at the email server.
- Avoid clogging recipients inbox with large files allowing user to download files at their leisure.
- Email multiple files with ease.
- Receive optional notification when recipient picks up files.
- Streamline document collaboration both internally and with customers.
- Restrict access to content after a given period of time.
- Email files to users without having to create a user account on the server.

System Requirements

MS Outlook 2010/2013
JSCAPE MFT Server 8.8.9 or greater.
JSCAPE MFT Server account with WebDAV or REST HTTP service running.

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Agreement.

Version history

Version 3.0
Mar. 21, 2014

Enhancement: Added support for Outlook 2013.
Enhancement: Added ability to perform ad-hoc transfers using client REST API.
Enhancement: Added ability to specify any separator character between email message and ad-hoc links generated.
Bug Fix: Various minor bug fixes.

Version 2.5.0
Jun 3, 2013

Enhancement : Added regular expression examples to facilitate filtering.
Enhancement : Enhanced File Sender dialog with icons, buttons, highlighting of selected directory & confirmation dialogs.
Enhancement : Enhance File Sender dialog with user friendly file sizes.
Enhancement : Introduce a branded installer for MFTExpress.

Version 2.4.0
Mar 22, 2013

Enhancement : Added progress bar for zipping files and the ability to cancel it.
Enhancement : Added progress bar for uploading of files and the ability to cancel it.
Enhancement : Added ability to upload files of any size using the plugin.
Enhancement : Improved performance of sending emails by removing an unnecessary copying of the attached file.
Enhancement : Removed maximum attachment size limit.
Enhancement : Removed size range for zipping of files.

Version 2.3.0
Feb. 19, 2013

Bug Fix : Resolved issue with HTTP web requests unexpectedly timing out.
Bug Fix : Resolved issue with incorrect handling of embedded images in message body and signature.

Version 2.2.0
Nov 23, 2012

Enhancement : Added ability to existing file(s) on JSCAPE MFT Server to a email recipient.
Enhancement : Added check for non-existent WebDAV service.
Enhancement : Added check for incorrect credentials when attempting to upload a file.

Version 2.1.0
Sept 11, 2012

Enhancement : Added ability to recognize Exchange server email addresses in X.400 format.
Enhancement : Added ability to add a line separator between the ad hoc link and message body
Enhancement : Added ability to prefix or postfix the adhoc link to the email body.
Enhancement : Adding better serialization support. [Will require a delete of MFTOutlookSettings.xml file]
Bug Fix : Out of memory issues resolved when uploading large files to JSCAPE MFT Server.

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Version 2.1
July 1, 2012

Enhancement : Added ability to list zip file listing to the outgoing email.
Bug Fix : The plugin will now generate a unique filename using a .NET Framework Globally Unique Identifier.

Version 2.0
Sept 5, 2011

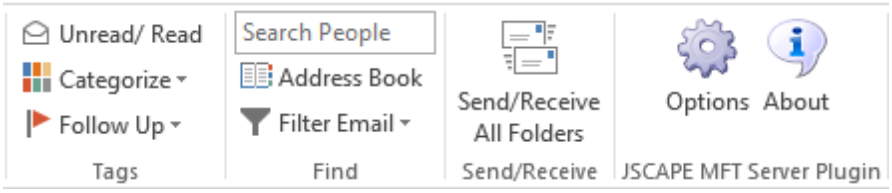
Enhancement : Integration with Outlook 2010.
Enhancement : Added ability to modify adhoc text message before inserting it into the email message.
Enhancement : Added ability to specify log directory.
Enhancement : Added ability to include or exclude files based on regular expressions.
Enhancement : Smaller memory footprint, reduced dependencies & faster execution of zip operations.

Version 1.0
June 1, 2009

Initial release.

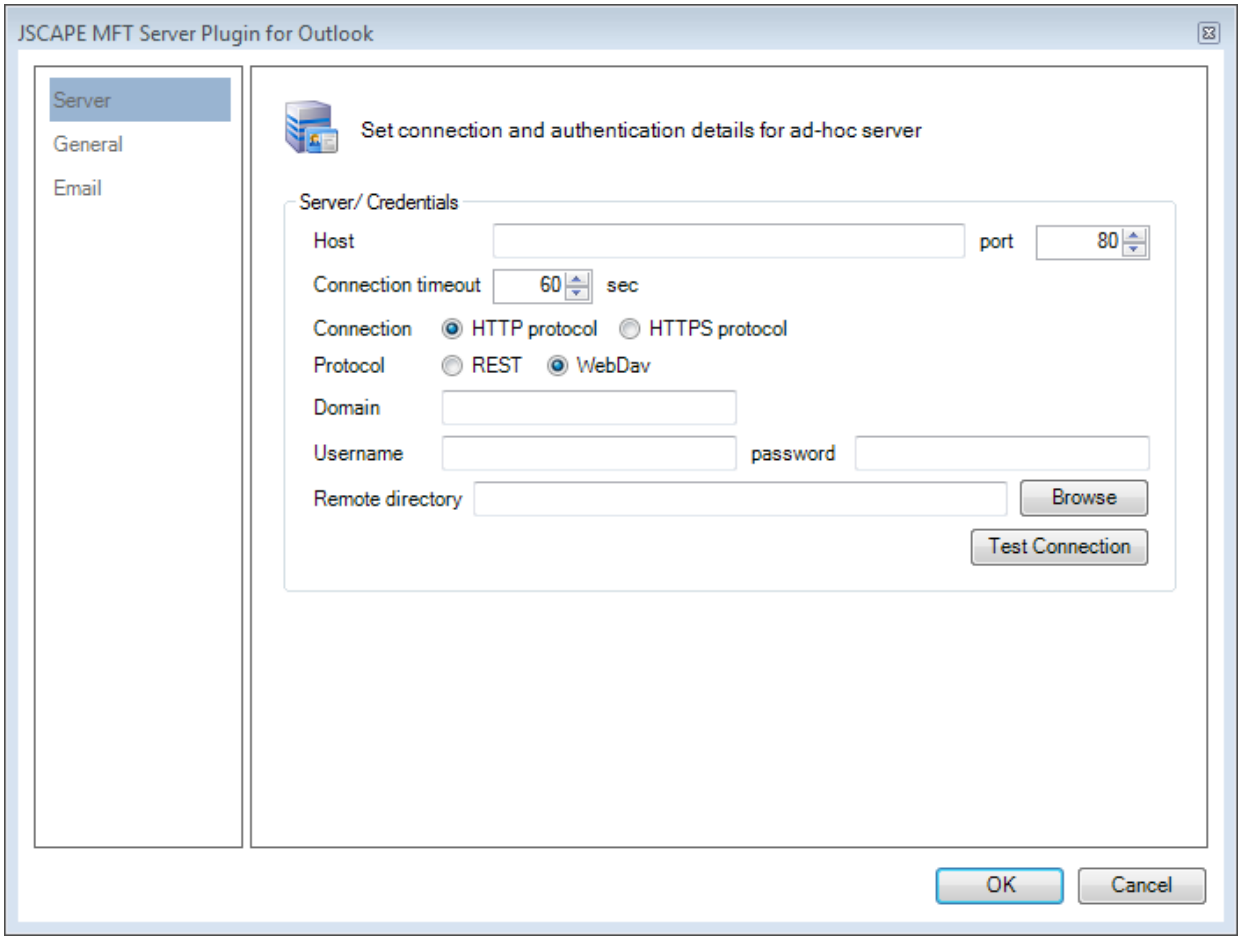
Installation

Outlook 2010/2013 must be installed on your machine to successfully use the plugin. After running the installer a custom widget will be added to Outlook ribbon as shown below. To configure settings for JSCAPE MFT Server Plugin for Outlook click the "Options" button.



Setting server and login credentials

The "Server" node sets connection and authentication details for the ad-hoc server.



Host : The hostname of web service for JSCAPE MFT Server.

Port : The port of web service for JSCAPE MFT Server.

Connection : The connection type to use when connecting toJSCAPE MFT Server web service.

Domain : The name of the domain on JSCAPE MFT Server on which the web service exists.

Username : The username of the account to use to upload email attachment files.

Password : The password of the account.

Remote directory : The directory to which the attachments will be uploaded on the remote account.

Test Connection : Use this button to test the connection and login credentials.

Browse : This will display a remote directory browser as described below.

Installation and Usage

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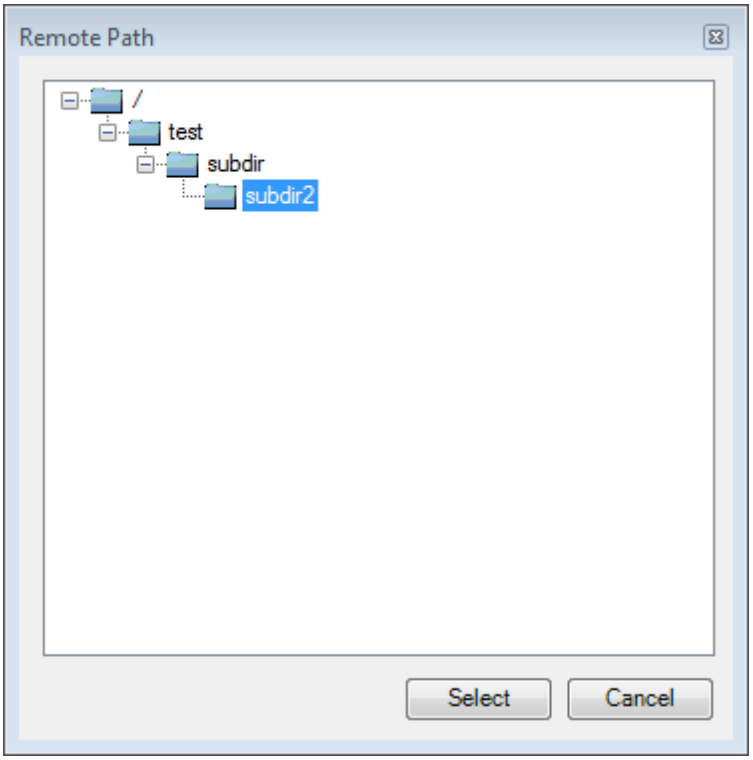
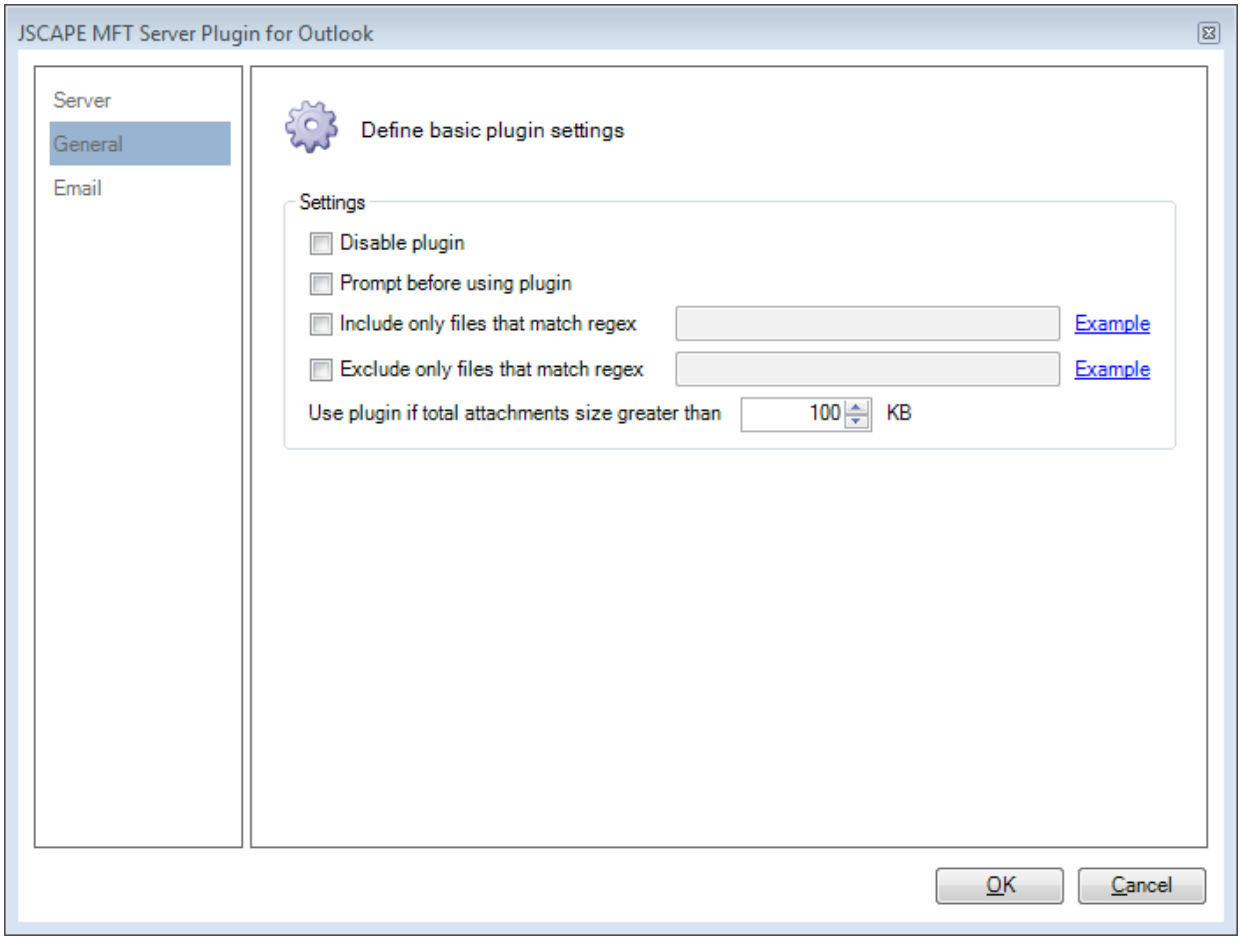


The directory browser will display the remote directories in a convenient tree menu. Right click on a node to display a context menu to create / delete directories on the remote account. Highlight a node using the left mouse button, click Select to select the remote directory.

Enabling and disabling plugin

The "General" node controls basic plugin settings including whether the plugin is enabled and for which file attachments it is used.



Settings

Disable plugin : Select this option to completely disable the plugin.

Prompt before using plugin : Check this option to display a message prompt before using the plugin.

Include only files that match regex : Plugin will be used only for file attachments where filename matches specified regular expression.

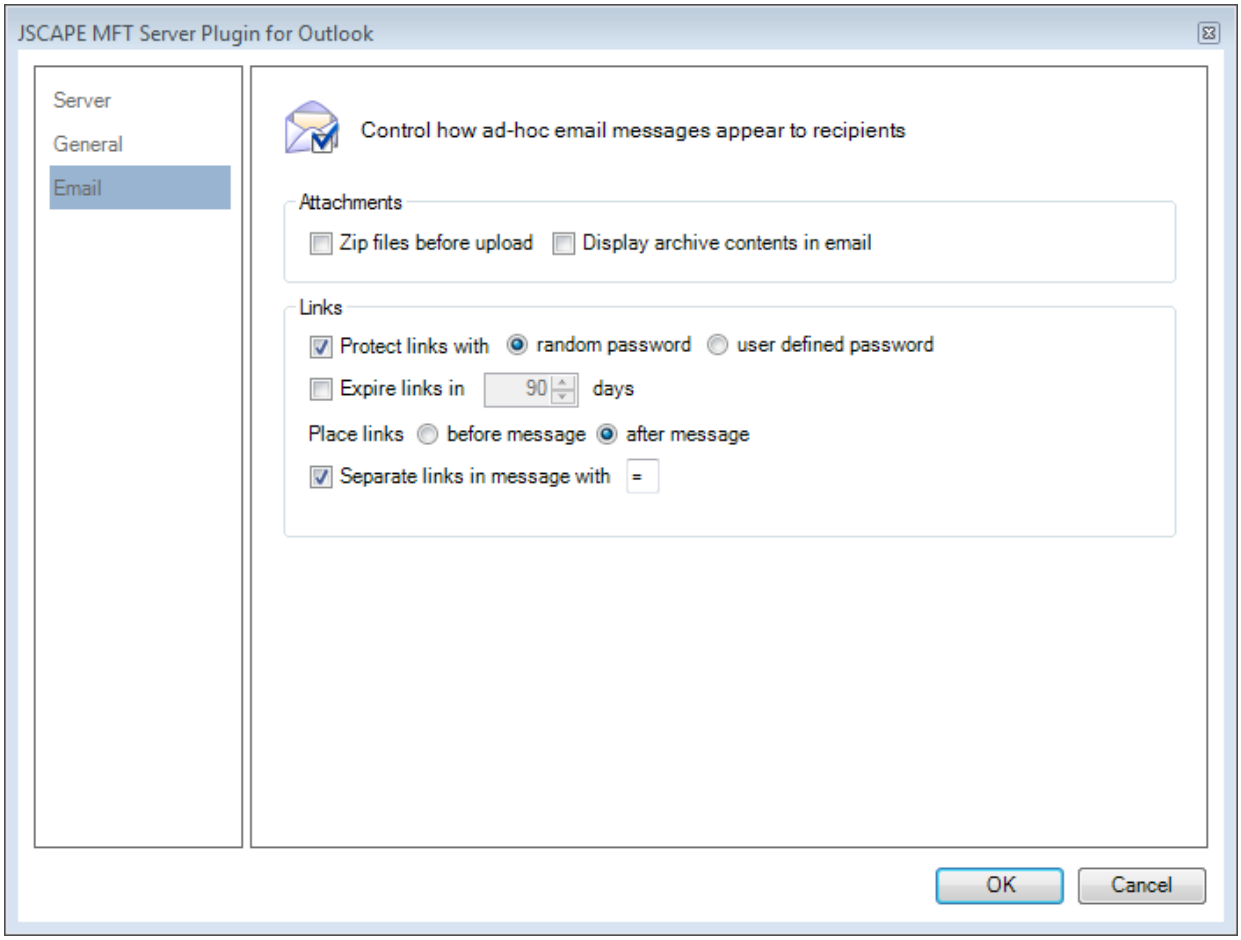
Exclude only files that match regex : Plugin will not be used for file attachments where filename matches specified regular expression.

See also

.NET Framework Regular Expressions

Setting ad-hoc message parameters

The "Email" node controls how ad-hoc messages are created and displayed to the recipient.



Attachments

Zip files before upload : Selecting this option will zip all attachments into one file before uploading to the server.

Display archive contents in email : If this option is selected then a listing of the files in the zip package will be displayed in the email.

Links

Protect links with : Define whether and how links will be password protected.

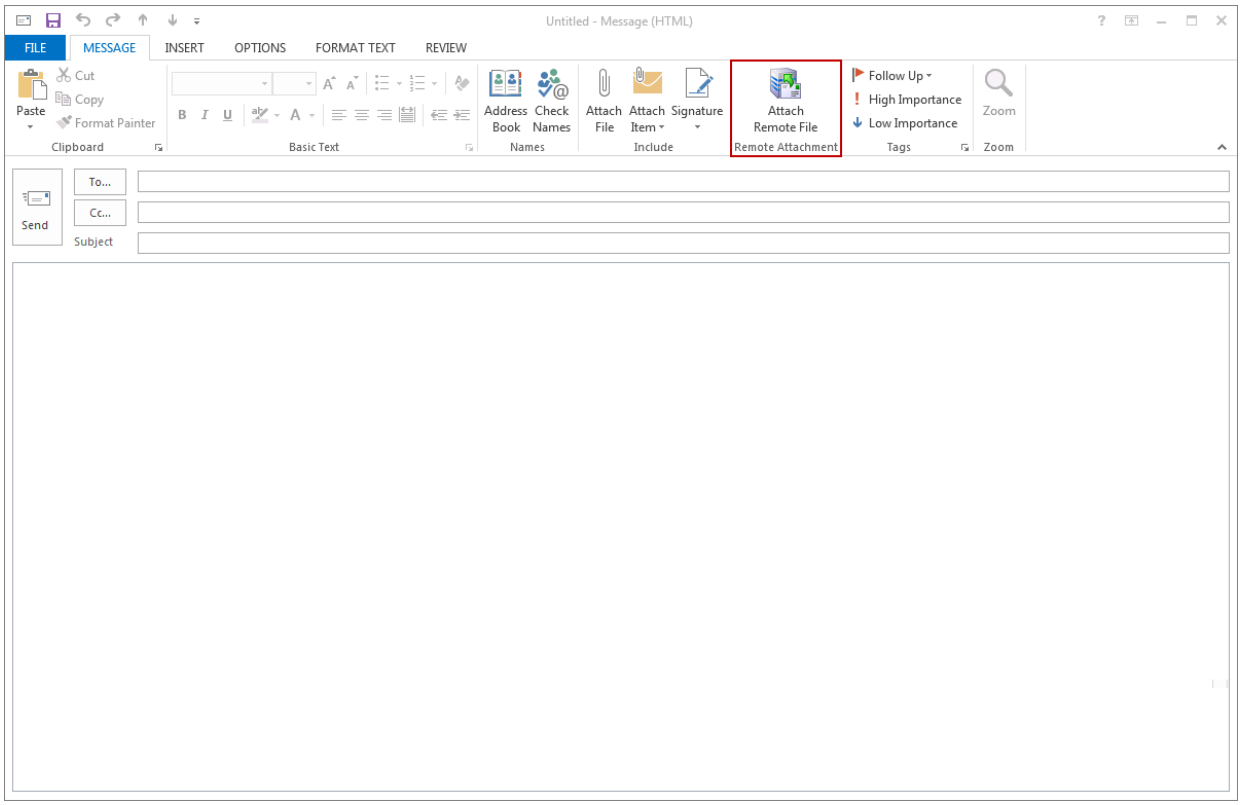
Expires links in : Define the time period (days) in which the link will expire.

Place links : Defines whether links are located before or after email message.

Separate links in message with : Add a separator line consisting of specified character between the generated message from JSCAPE MFT Server and any email entered by you.

Emailing existing files

To email files that already exist on JSCAPE MFT Server click the "Attach Remote File" button when creating a new email message. A remote directory browser will be displayed allowing you to select one or more files to attach to the message.



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Help and Support

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