



Secure Instant Messaging With MDaemon's ComAgent

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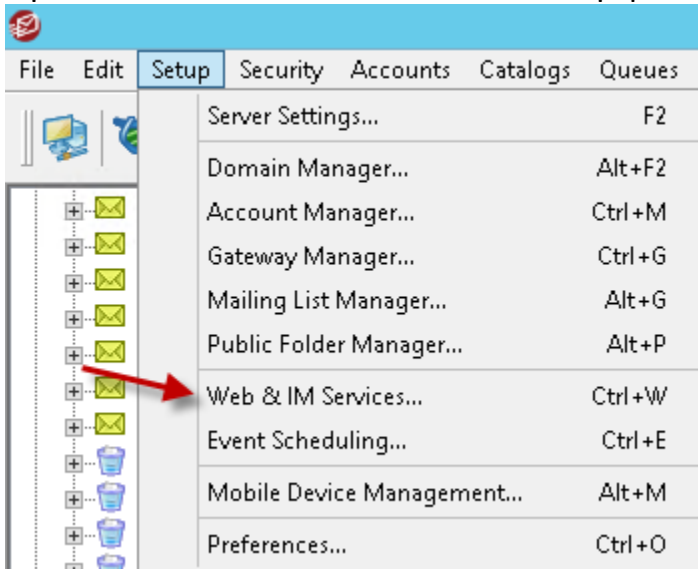
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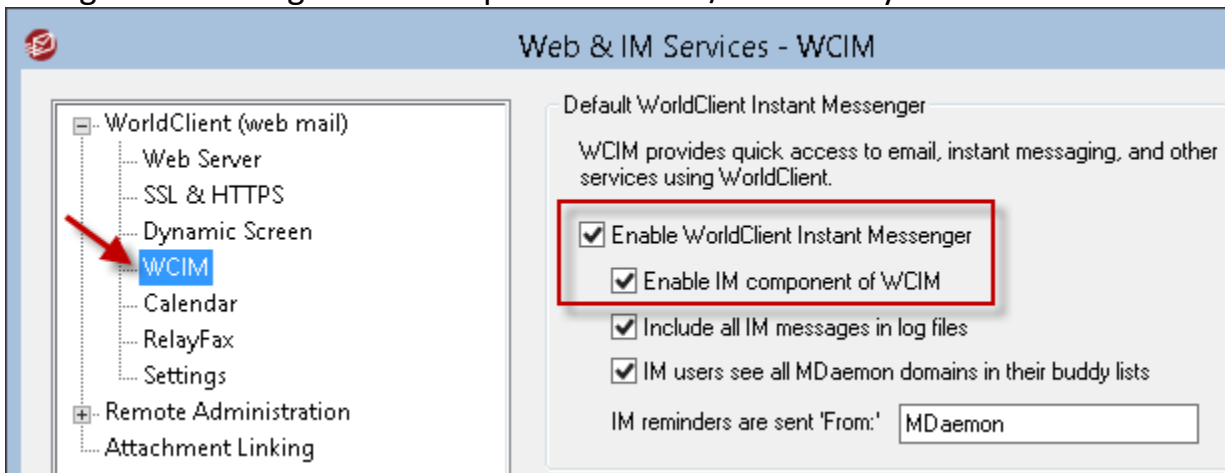
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Enable ComAgent and Instant Messaging Support

1. Open the MDAemon GUI and click Setup | Web & IM Services.



2. Select WCIM from under the "WorldClient (web mail)" sub menu. Place a check mark beside the options stating "Enable WorldClient Instant Messenger", as well as, "Enable IM component of WCIM". The rest of the configurable settings here are optional. Enable/disable as you see fit.



3. Apply and OK the changes.

*****NOTE:** ComAgent can be accessed two different ways. A user can access ComAgent from within a browser after logging into WorldClient (click [here](#) for instructions), or the user can run ComAgent as a stand-alone application (click [here](#) for instructions).

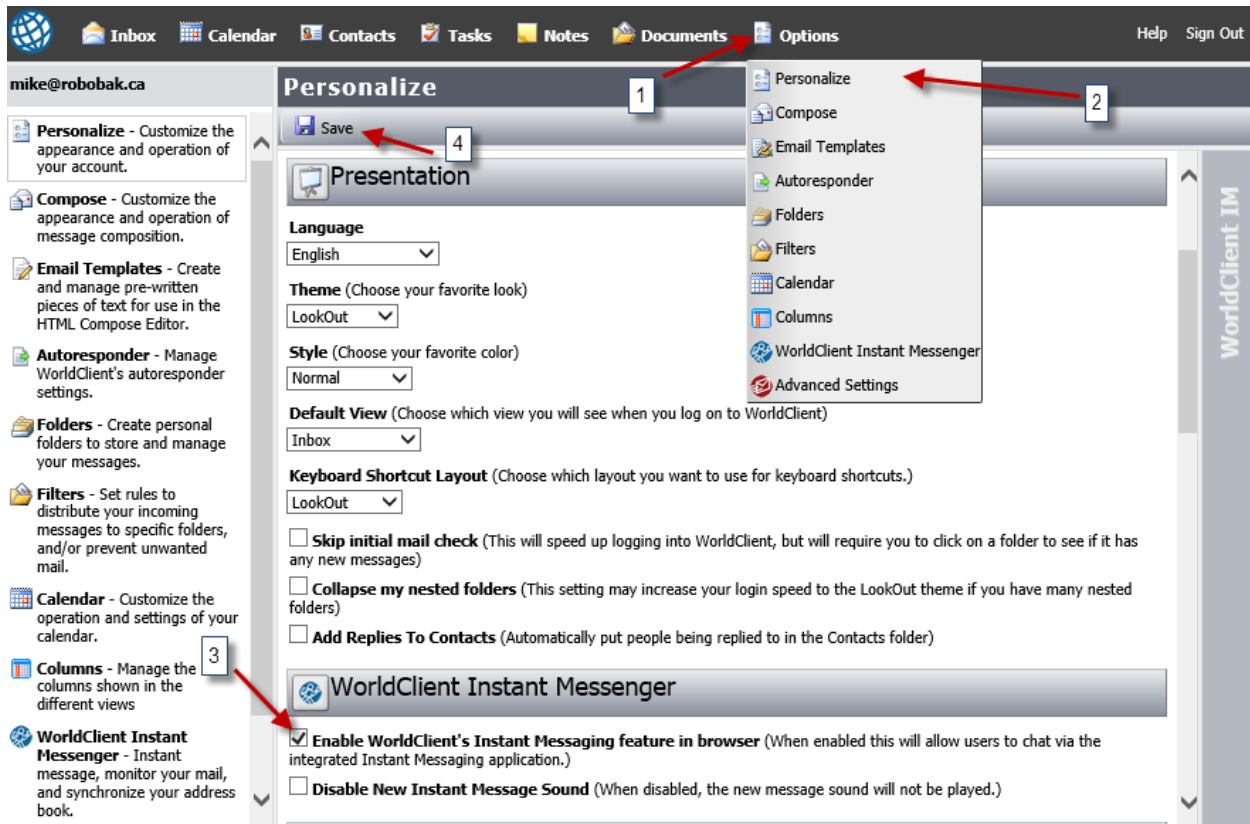
Option #1 - ComAgent in a Browser Using WorldClient (MDaemon’s web mail)

Both the LookOut and WorldClient themes have built-in ComAgent instant messaging functionality. Other themes like the Lite and Mobile themes do not support in browser ComAgent instant messaging.

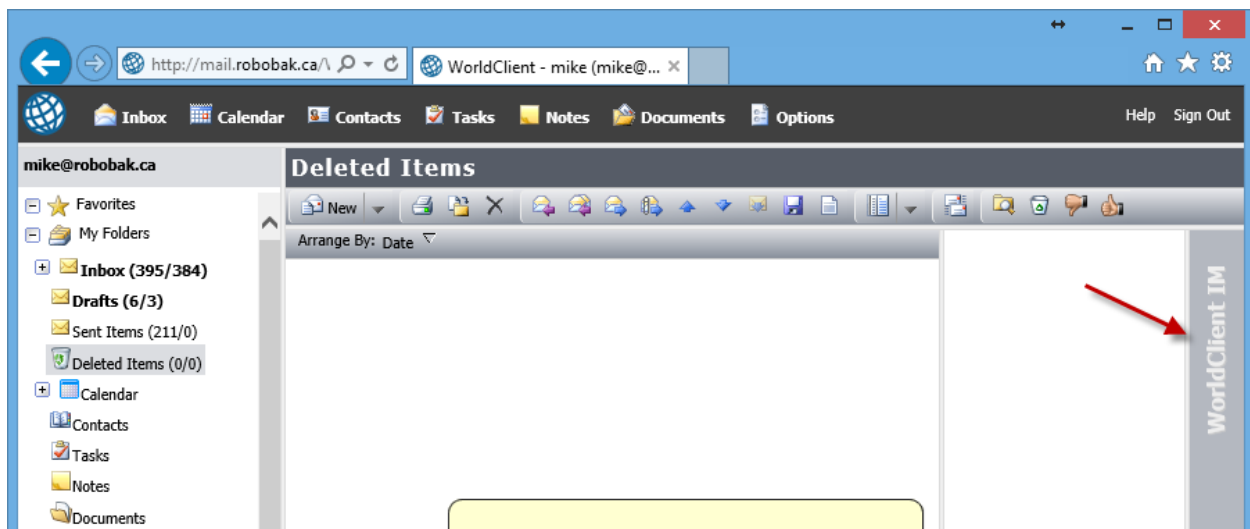
*****NOTE:** using the ComAgent instant messaging functionality within WorldClient requires *no extra software* to be installed on the users’ workstations. If a user does not use WorldClient, but wishes to have instant messaging functionality, then download and install the ComAgent stand-alone application. Click [here](#) to jump to the stand-alone application installation and usage instructions.

LookOut Theme

To enable ComAgent access within the LookOut theme click Options and then Personalize. Find “WorldClient Instant Messenger” and place a check mark beside “Enable WorldClient’s Instant Message feature in browser”. Save the change.



The user will now see a bar to the far right hand side of the WorldClient window. Click anywhere on the bar and it will expand out to the left.

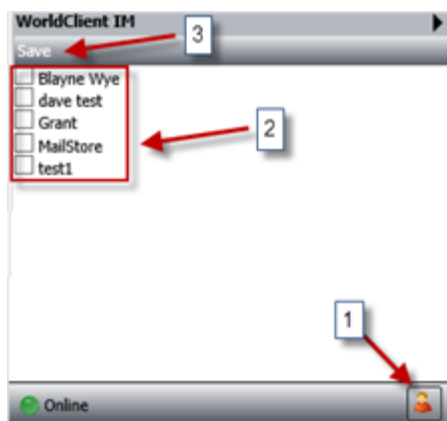


How To Use ComAgent/WorldClient IM

Click the bar titled "WorldClient IM" a window should expand out from right to left. Here you can add users to chat with, send instant messages, and set your online/offline status.

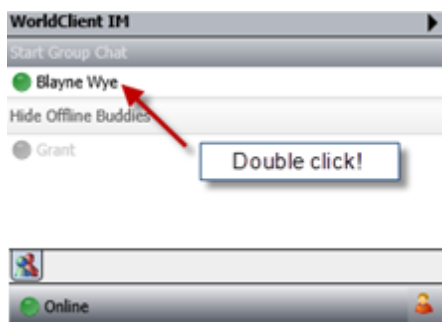
How To Add Users

Click the single user icon in the bottom right hand corner to view a list of users that you can add to your buddy list (1). Place a check mark beside the user(s) you wish to add (2) and click Save (3).

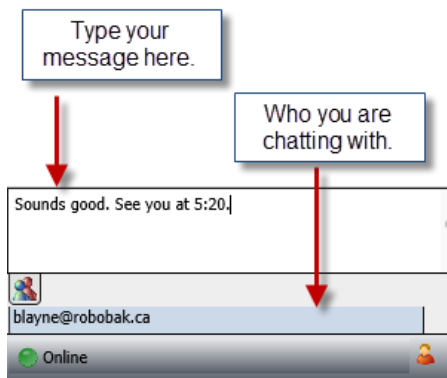
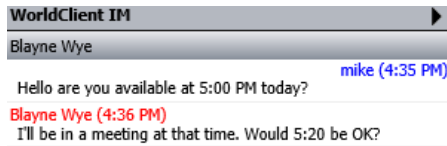


How To Send A Message

Now that you have a user(s) added let's send a message to the user providing that the user is Online. In the screenshot below you can see what user(s) is online and what user(s) is offline. Double click the online user you wish to send a message to.

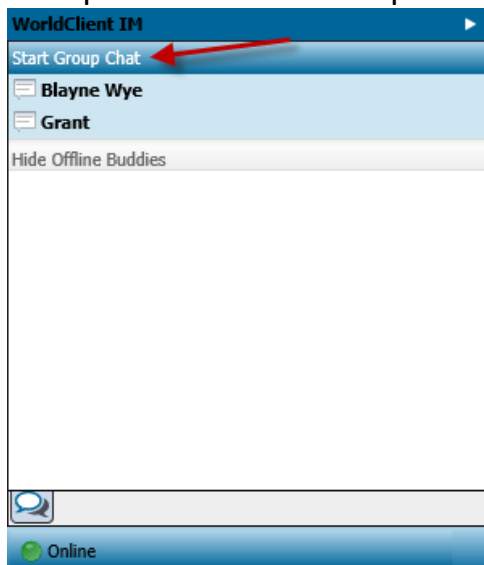


Upon double clicking the user you want to chat with you will now have a box to type in and an indicator with whom you are talking to.



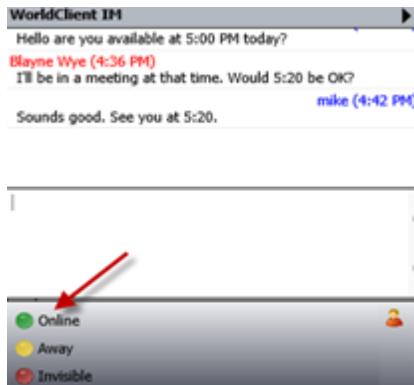
How To Start A Group Chat

A user can start a group chat by highlighting two or more users and then click the Group Chat button. Multiple users can be selected by using the Shift or CTRL key.



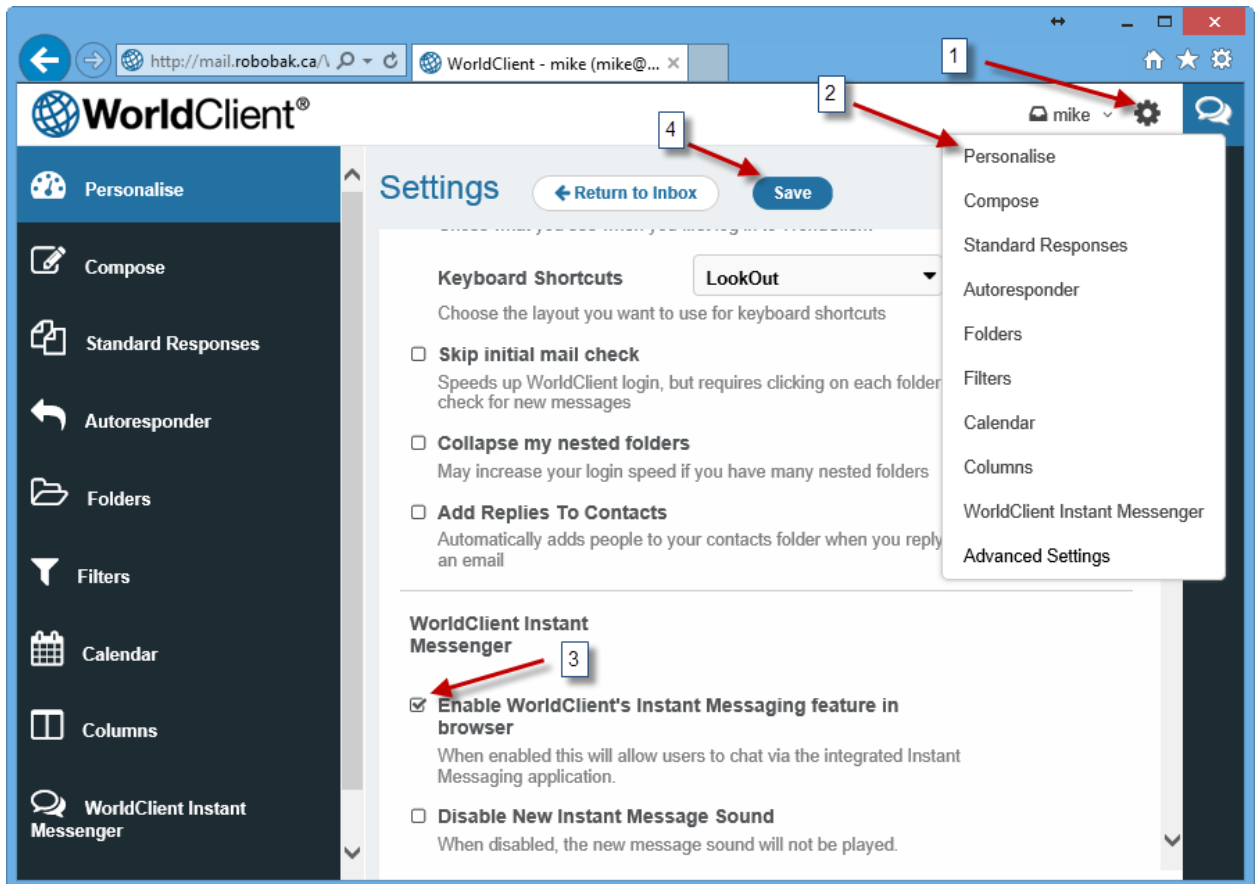
How To Change Your Online/Offline Status

ComAgent allows you to set 3 different statuses for yourself being Online, Away, or Invisible. Click on the bottom most bar to change you status.

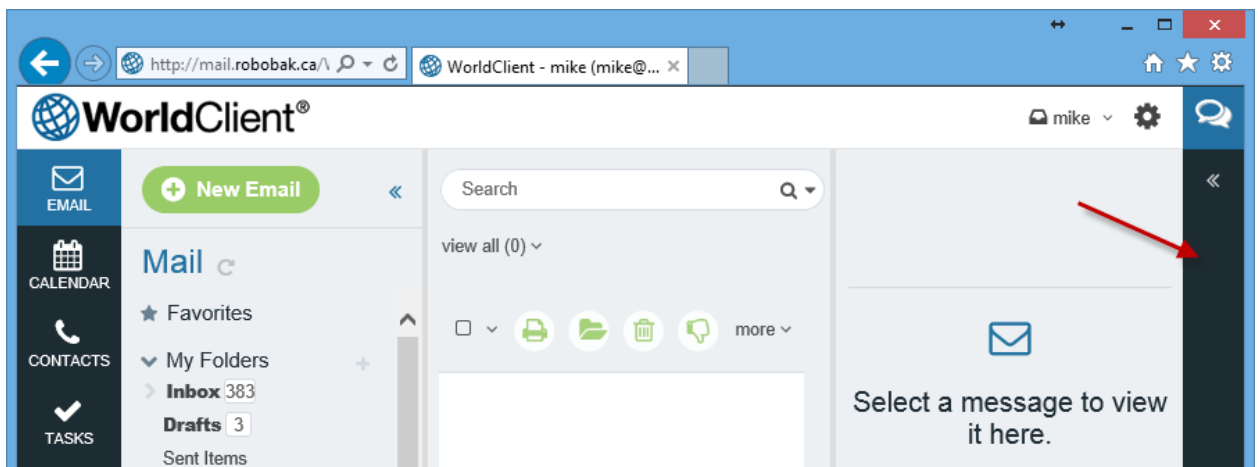


WorldClient Theme

To enable ComAgent access within the WorldClient theme click the cog (1) or gear, in the top right hand corner, and then click Personalize (2). Find "WorldClient Instant Messenger" and place a check mark beside "Enable WorldClient's Instant Message feature in browser" (3). Save the change (4).



The user will now see a bar to the far right hand side of the WorldClient window. Click anywhere on the bar and it will expand out to the left.



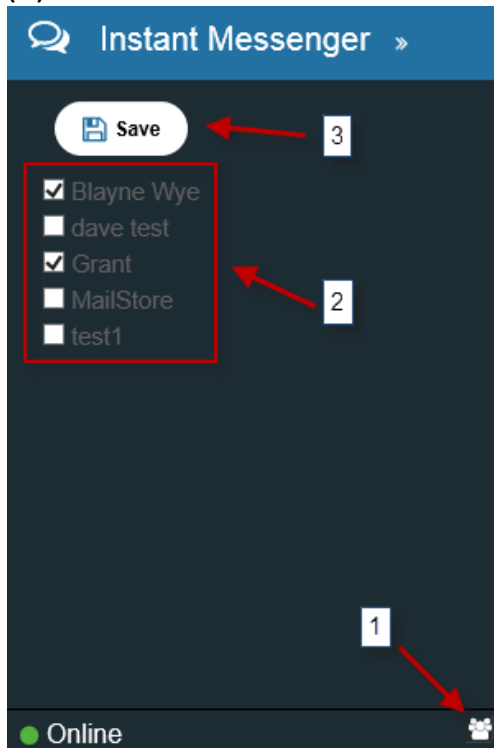
How To Use ComAgent/WorldClient IM

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How To Add Users

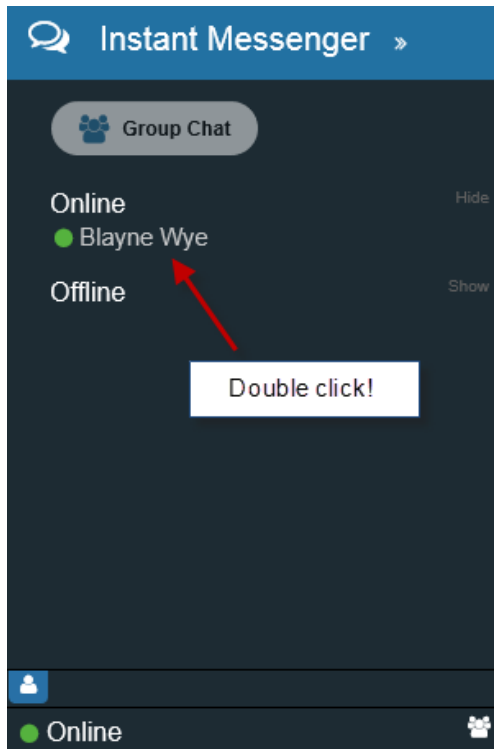
(1) Click the icon in the bottom right hand corner to view a list of users that you can add to your buddy list.

(2) Place a check mark beside the user(s) you wish to add and (3) click Save.

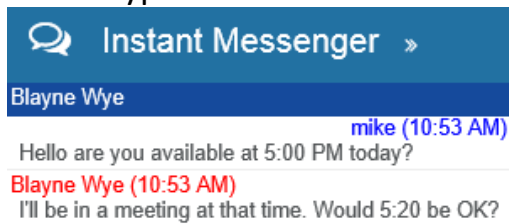


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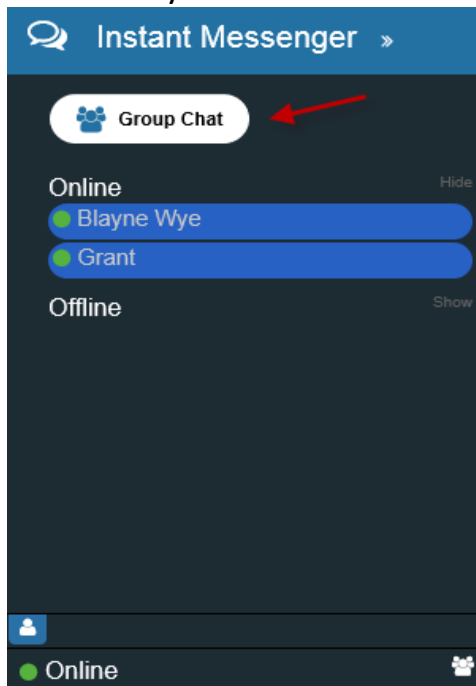


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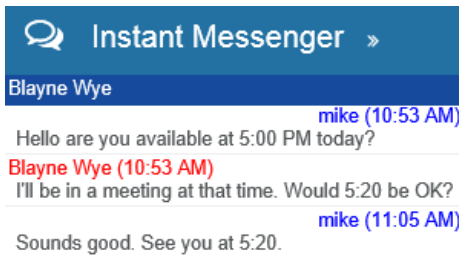
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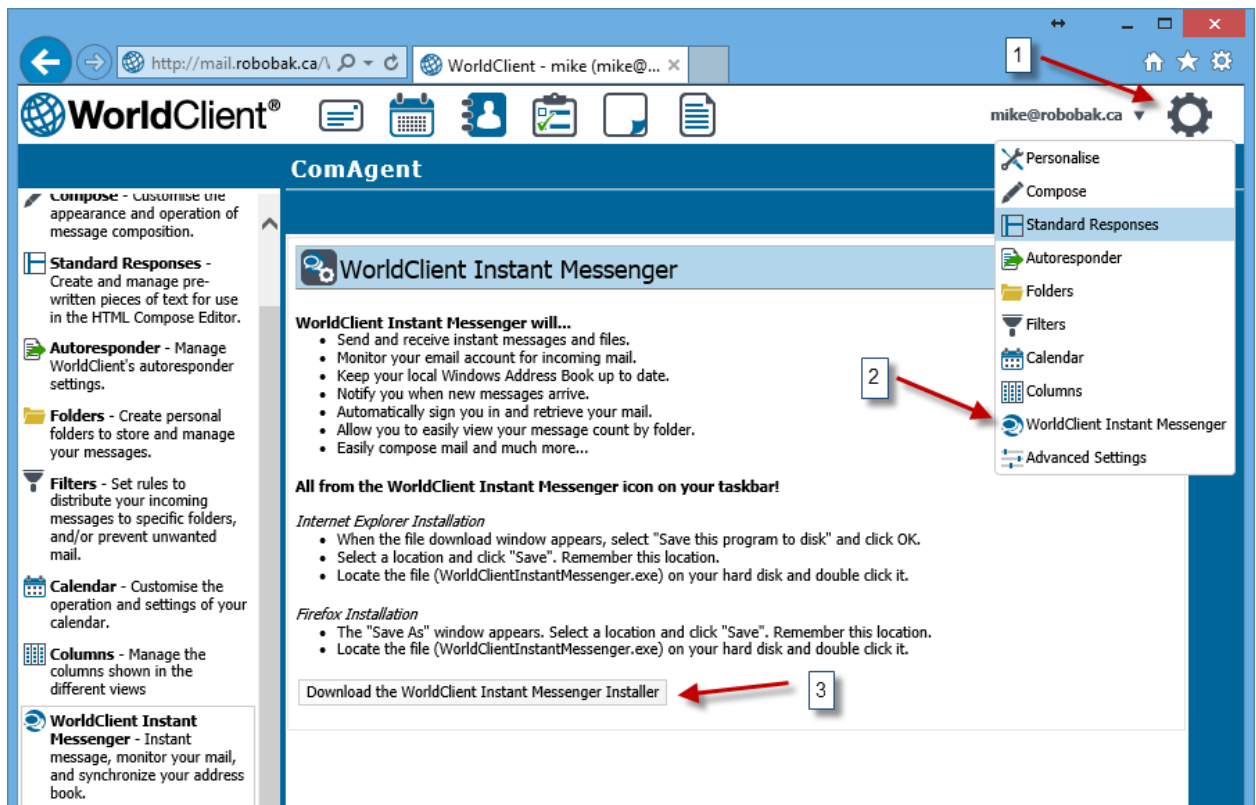
How To Change Your Online/Offline Status

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Option #2 - Download The ComAgent Installer

The ComAgent installation file can be downloaded by first logging into WorldClient. After logging in click the cog icon (1) in the top right hand corners (aka Options), select WorldClient Instant Messenger (2), and then click the button titled "Download the WorldClient Instant Messenger Installer" (3).



*****NOTE:** MDaemon stores the ComAgent installation file in the `\MDaemon\WorldClient\HTML\` folder. Look for the file named `ComAgentInstall.exe`. This file can be copied to a USB stick and then installed on workstations as needed.

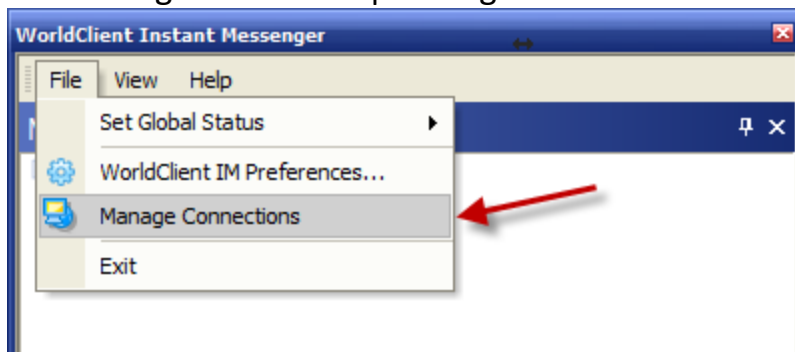
Launch The ComAgent Installation File



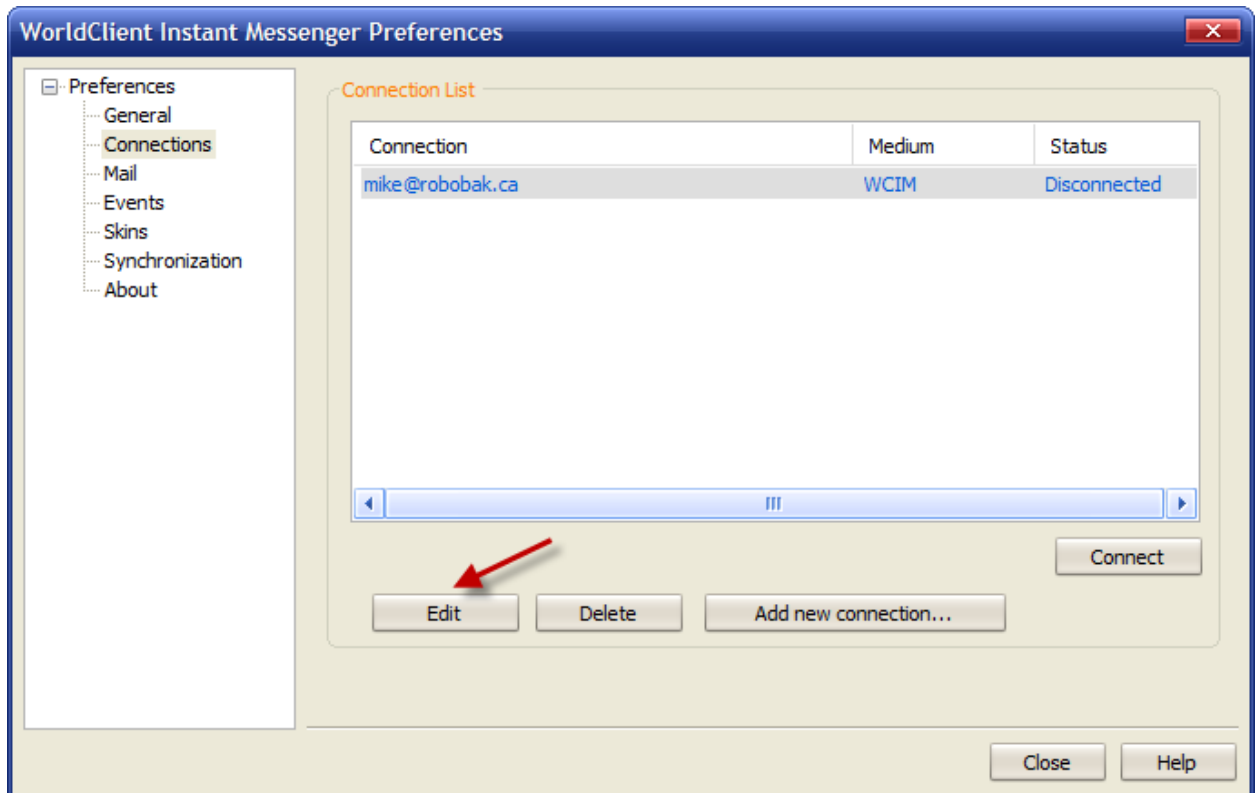
At the end of the installation ensure to place a check mark beside the option to launch ComAgent.

Launch ComAgent & Add Users To Buddy List

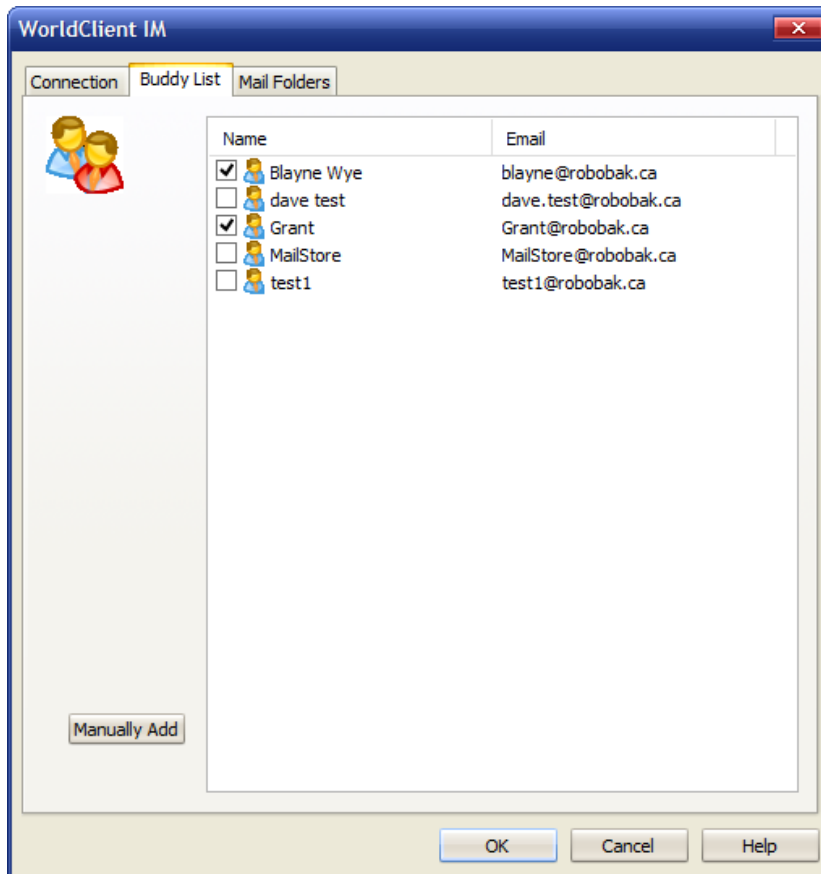
- In ComAgent click File | Manage Connections.



-highlight your connection and click the Edit button.

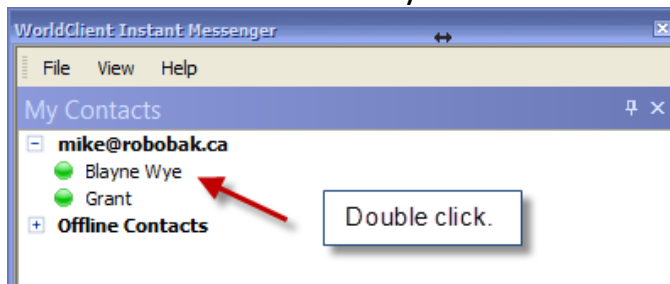


-Select the "Buddy List" tab. Place a check mark beside each user you would like to be able to chat with and click OK when you are done.

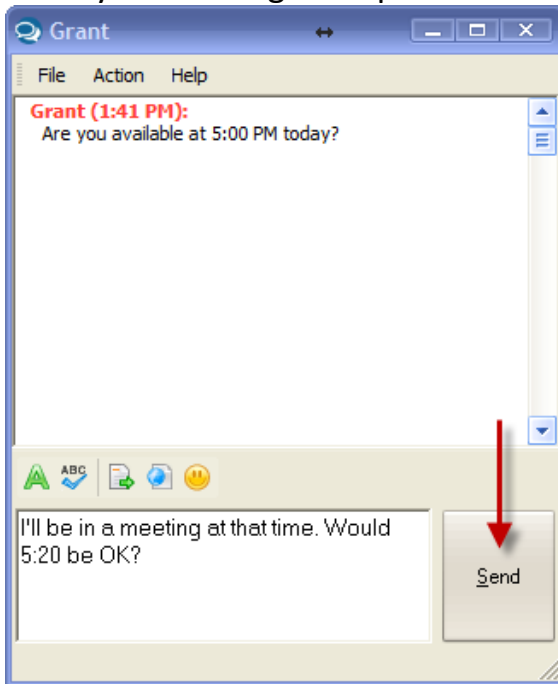


Send An Instant Message

Double click the user that you would like to send an instant message to.



Enter your message and press the Enter key or click the Send button.



You can customize the text colour, check spelling, send a file, or insert an emoticon by using the Action menu or the convenient buttons just above the window you type your message in.

