

EasyMail Version 1.13

SETTING UP EASYMAIL

If you do not have version 1.13 of EasyMail, then go to:

<http://www.thrane.com>

and click on the following tabs (in sequence):

- 'Maritime'
- 'Products'
- 'Inmarsat mini-C'
- 'easyMail'

Then scroll to the bottom of the page and click on 'Download easyMail'.

Default Options

The following needs to be executed using the 'Options' menu found on the top of the screen.

Firstly set up the Land Earth Station defaults. From the 'Options' dropdown menu choose 'Set default LES'.

From the scroll down menus choose the following options:

For the [584] West Atlantic choose '021, Aussaguel';

[581] East Atlantic - '121, Aussaguel';

[582] Pacific Ocean - '221, Aussaguel';

[583] Indian Ocean - '321, Aussaguel'.

Next set up the ISP default, so again choose 'Options', then 'Set default ISP' and from the dropdown menu choose your service provider.

Finally set the preferred ocean region for the GPS: go 'Option' then 'Set preferred Ocean' and from the menu choose '[583] Indian'.

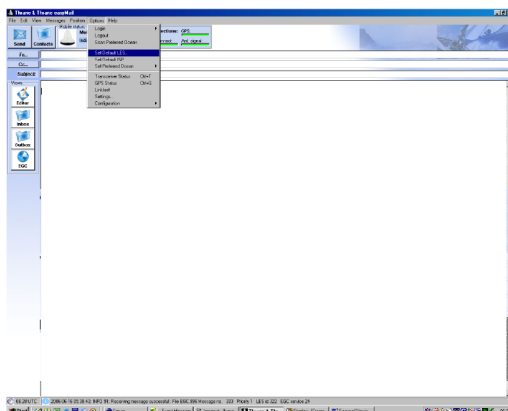


Figure 1: Image of the screen displaying the 'Options' menu and the 'Set default LES' tab.

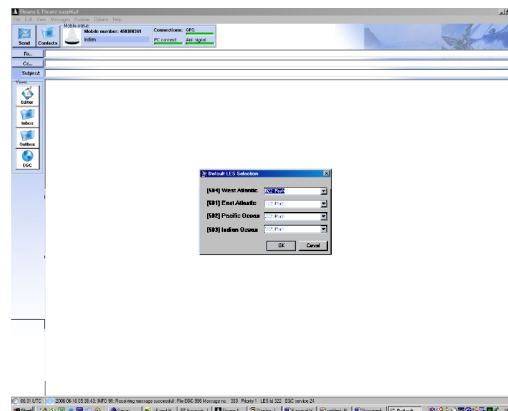


Figure 2: Image of the screen when choosing the LES options.

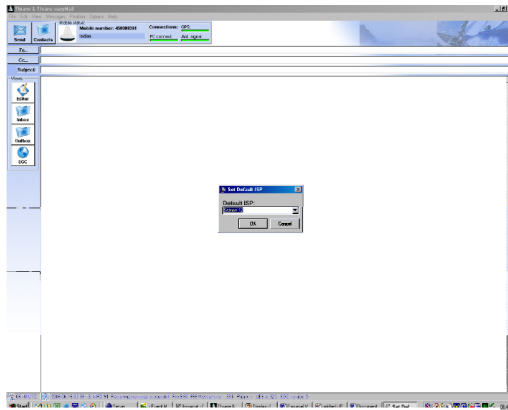


Figure 3: Image of the screen displaying ISP choice.

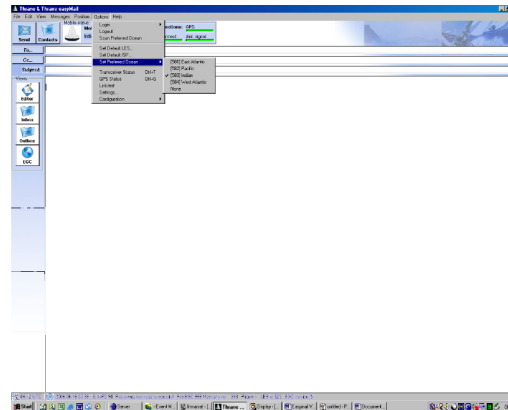


Figure 4: Image of the screen displaying the 'Preferred Ocean' choice.

Contacts

To set up the contacts that mail will be sent to regularly, go into the contact list by clicking on the 'Contacts' tab on the top left side of the screen. Choose 'New' (on the bottom left side of the window). Choose the type of contact address you will be entering from the list e.g. DNID. Enter the name of the contact and the address. Ensure that the '7 bit' button is checked.

Contacts for Fisheries VMS are as follows:

- *DNID contact:*
 Name – Fisheries VMS
 DNID –(specific to your ALC)
 Member Number –(specific to your ALC)
 (Check the 7 bit button).
- *Email Contact:*
 Name – VMS email
 Email address – vms@fish.wa.gov.au
 (Check the 7 bit button).

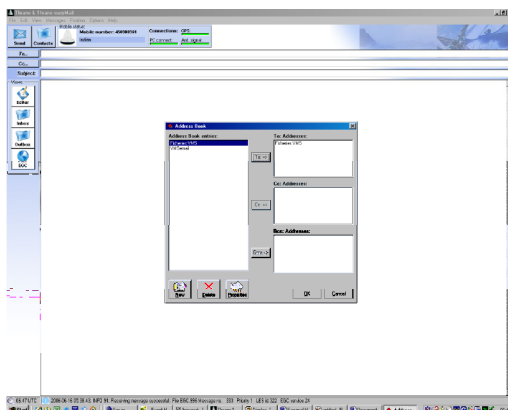


Figure 5: Image of the screen displaying the 'Address Book'.

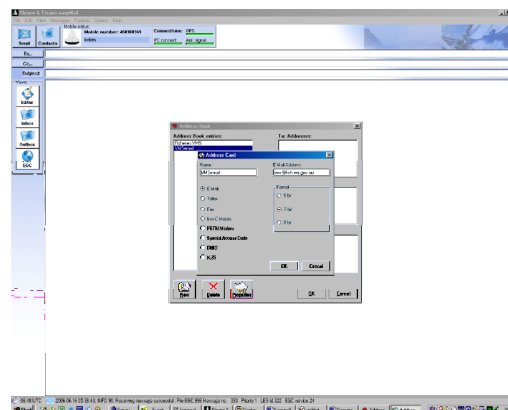


Figure 6: Image of the screen displaying the 'New Contact' window.

Pre-set Messages

To pre-set messages that will be sent on a regular basis (e.g. Transit Closed Waters), the message must first be typed in the 'Editor Window'. To get to the Editor Window, click the 'Editor' tab on the top left side of the screen in the section named views. When the message is complete, to pre-set the message click on the 'Messages' tab on the top of the screen, choose 'Default messages' from the dropdown menu and then select 'Set up function keys'. Select an unused key for the message from the dropdown menu. Type a unique title for the message so that it is easy to distinguish from other pre-set messages e.g. Transit Closed Waters then click 'Save and Close'. Repeat this process for all other messages you wish to pre-set or until all default keys are filled.

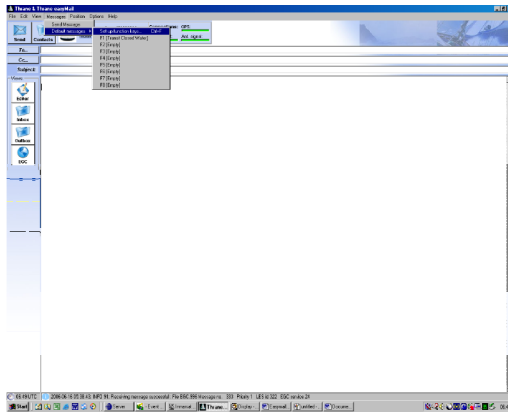


Figure 7: Image displaying the 'Default Keys' option.

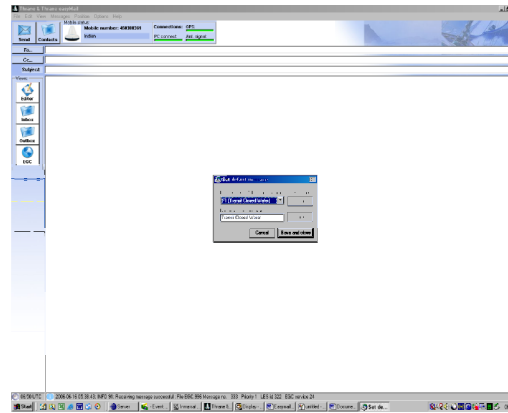


Figure 8: Image displaying the 'Default Keys' menu.

SENDING A MESSAGE

General

In the 'Editor' window, first click on the 'To....' button on the left of the top blank line. From the pop-up window choose the contact you wish to send to, (or follow the above to enter a new contact), click the 'To =>' button (or CC/BCC for secondary contacts) then press 'OK'. Type the message in the space (or alternately press the relevant key to send a pre-set message) and press 'Send'. The 'Sending' box should pop-up automatically. As this message has been typed in the 'Editor' window, ensure that the 'Text in Editor' button is checked, and then click 'OK'.

Attaching a file

In the '**Editor**' window, follow the above to choose the contact the message is to be sent to. As above, type the text you wish to send with the attachment (if any) and click '**Send**'. When the '**Sending**' box appears check the '**File from disk**' button and use the browser to locate the file you wish to attach, then click '**OK**'.

Inserting vessel details

A description of the vessel, its destination and cargo may be entered into Easymail. This information will automatically insert all vessel details when a distress priority message is sent and is used to insert the vessel name into a message (when this option is chosen from the list found in '**Edit**' – see below). To insert the vessel description into Easymail, go to the '**Edit**' tab on the top of the screen and choose the '**Enter Vessel Data...**' option. Then enter the appropriate vessel details and click '**OK**'.

Vessel details such as position may be added automatically to a message by using the '**Edit**' tab at the top of screen and then choosing the applicable insert request. For example: to insert the vessel position, go '**Edit**', then '**Insert position**' and the current latitude and longitude will appear in the '**Editor**' window. Alternatively, the shortcut keys for inserting the vessel details are located next to these selections e.g. to use the shortcut for entering vessel position, use '**CTRL + P**'.

Email progress

To check on the progress of a sent message, go to the '**Outbox**' and find the message you have just sent (this should be at the top of the list). The status column on the end tells the progress of the message i.e. '**Failed**' means that the message could not be sent, '**Delivered**' means that the message has been delivered at the Land Earth Station, and '**Conf.OK**' means that the message has arrived at its destination successfully.

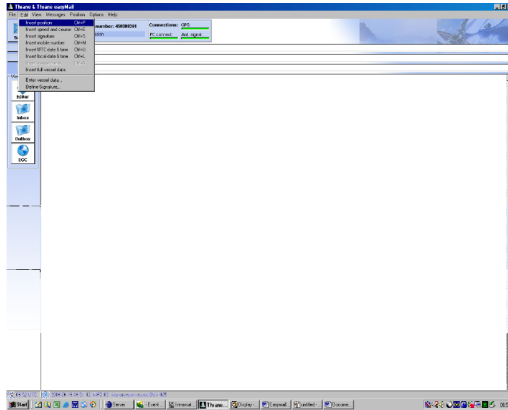


Figure 9: Image displaying the 'Insert Vessel Details' option.

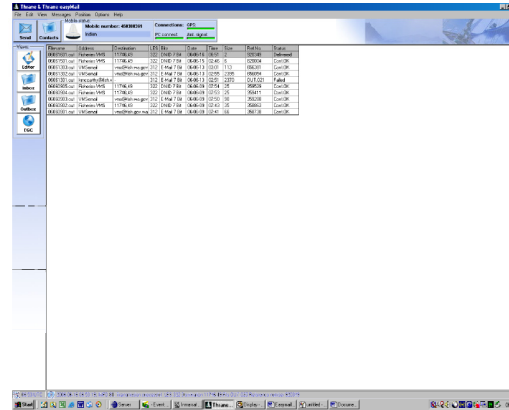


Figure 10: Image displaying the 'Outbox'.

TROUBLESHOOTING

Easymail Status

The 'Connections' window at the top of the screen gives the status of the GPS, PC connection and the Antenna signal. When these are operating correctly, the lights will be green; however if there is a problem with one of these devices, then the light will be red. If Easymail is not operating correctly, then the first thing to check is that the correct default settings have been selected in the 'Options' menu. Next test that the devices have been attached correctly with the correct COM ports chosen. To change the COM port, go to the 'Options' tab and choose 'Configuration' then 'COM settings...'. Ensure the correct COM port and baud rate (this should be either 4800 or 9600) is chosen for the device. If all of the default settings are correct and cables are attached to the correct COM ports, then try restarting the PC and relaunching Easymail. Failing this, contact the ALC installer or Fisheries VMS.

N.B. If you do not know which COM port the device is plugged into, go into the 'Control Panel' in the 'Start' menu of the computer, choose 'Performance and Maintenance', then 'System Properties' and 'Device Manager' under the 'Hardware' tab. In 'Device Manger' choose 'Ports' and find the appropriate port for the device from the drop down menu. Then enter this COM port number in Easymail as above.

Miscellaneous

To read messages in your Inbox, click on the 'Inbox' icon on the left side of the screen. Find the message you wish to read and either double click on it or right click

and select 'Open Message'. To delete an unwanted message, right click on the message in the list that you wish to delete and choose 'Delete Message'.

Easymail is set up to automatically receive EGC current weather reports and information. These reports are found by clicking on the EGC tab on the left side of the screen. To read an EGC message, double click on the message you wish to read and a box with the message text will appear.

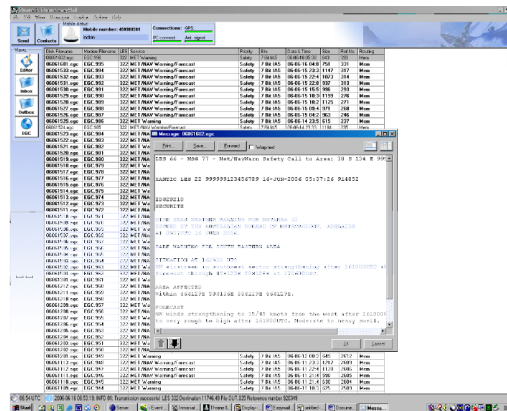


Figure 11. Image displaying the EGC message window.