

Syncing NEOUCOM DOCS Calendar with a Handheld

NEOUCOM DOCS has the unique ability to sync its calendar data with popular personal information management software, as well as with handheld devices. The NEOUCOM DOCS Calendar can be synced with the following devices or applications:

Palm OS Mobile Handheld Devices
Microsoft Windows CE 2.0 Handheld Devices
Palm Desktop Software
Microsoft Outlook 98 or higher
Symantec ACT 3.05 or higher
Dell PDA

In order to use this syncing feature, you'll need to download the iPlanet Synchronization software (iPlanet is the product that provides the technical backend services for NEOUCOM DOCS).

This software runs only on Microsoft Windows. It can be downloaded from this link:
<http://www.neoucom.edu/LUMINIS/CalendarSync.zip>

Once you have downloaded the software, double click on the file and follow the instructions in the Installation Wizard to install the software on your PC. If you are using the Dell Axim PDA, choose PocketPC when prompted to select components. You can choose to sync your D.O.C.S. data with Microsoft Outlook by also selecting the Microsoft Outlook component as well.

Once the software is installed, you will need to configure the iPlanet Synchronization software to communicate with the NEOUCOM DOCS calendar system as follows:

1. Open the SunOne Synchronization program
2. Click the SunOne icon on the left panel and click the 'configure' pop up button.
3. Enter the following Network setting:
 - server** = docs.neoucom.edu
 - port number** = 6785
 - account setting** = enter your D.O.C.S. user name
 - password** = your D.O.C.S. password. Check the 'remember password' box if you want the system to automatically remember your password. Leave the box unchecked if you prefer to be prompted for your password each time you connect to synchronization.
 - reminder email** = enter your email address if you want to receive appointment and task reminders via email

Once your account settings are configured you can sync your PDA data with the D.O.C.S. calendar simply by connecting your device to your computer.

NOTE: The iPlanet Synchronization software gives you the option of synchronizing to your Palm Desktop or directly to your PalmPilot. If you have the normal Palm HotSync Agent running (look for the HotSync icon in the lower right of your screen), you will only be able to synchronize to your Palm Desktop. If you want to synchronize directly to your Palm, you will have to disable the normal Palm HotSync Agent. It is recommended that you synchronize to your Palm Desktop, and then use the normal Palm HotSync Agent to synchronize all your data with your PDA.