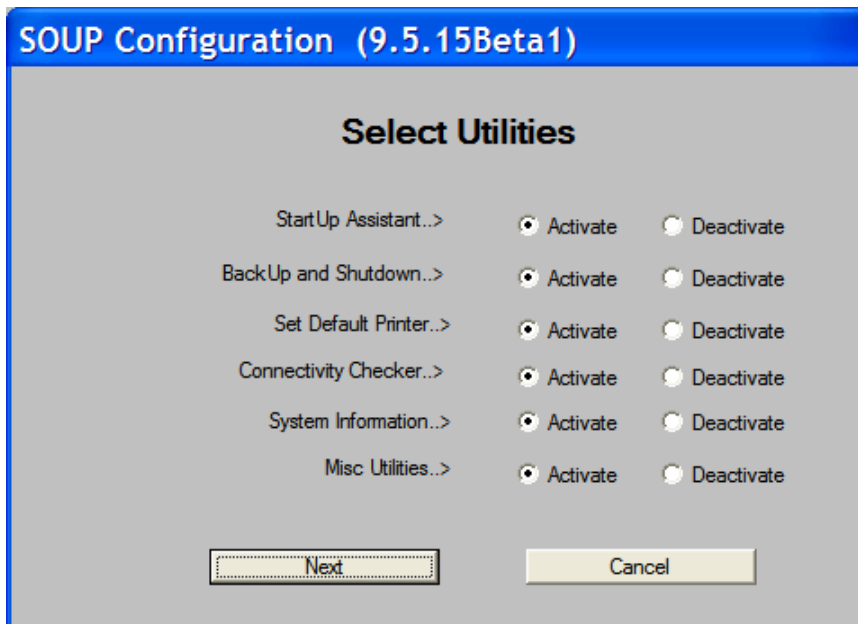


SOUP Configuration

You should be able to locate the SOUP Configuration Utility from your Start menu options:

Start==>Programs==>synovative==>SOUP Configuration

The first window you should see is:



Click on the activate button for those utilities that you want to have active on your menu selections. Then click on Next. You should then see:

SOUP Configuration

The screenshot shows the 'SOUP Configuration (9.5.15)' dialog box with the 'General Information' tab selected. The dialog is divided into three main sections: 'Contact Information', 'Internet Connection', and 'Select Your Email Program'.
1. **Contact Information:** Contains three text input fields. The first is labeled 'Please enter your name' and contains 'John Smith'. The second is labeled 'Please enter your email address' and contains 'JohnSmith@somecompany.com'. The third is labeled 'Please enter your area code and phone number' and contains '999-999-9999'.
2. **Internet Connection:** Contains two radio buttons: 'Dial-up' (unselected) and 'Broadband' (selected).
3. **Select Your Email Program:** Contains three radio buttons: 'SMTP/POP3' (selected), 'MS Outlook - not POP3' (unselected), and 'Gmail, Hotmail, AOL, Webmail, etc.' (unselected).
4. **Enter SMTP/POP3 Info:** Contains two text input fields. The first is labeled 'Outgoing email server' and contains 'smtp.knology.net'. The second is labeled 'Email Userid:' and contains 'mgol'.
At the bottom of the dialog are three buttons: 'Back', 'Next', and 'Cancel'.

Enter you Contact Information. Then select your type of Internet Connection. Click on type of email system you use. Most Outlook/Outlook Express email is SMTP/POP3. Notably, AOL and MSN are NOT!

If you have an SMTP/POP3 email service, enter your Outgoing email server name and your email userid. Both can be found on your Outlook email account configuration screens. When SOUP sends an email on its behalf, using your email account, it will prompt you for your email password.

After you enter your information click on Next. SOUP configuration will proceed to setup BackUp and Shutdown and the StartUp Assistant IF they have been activated for use.

If BackUp and Shutdown is activated you should see:

SOUP Configuration

The screenshot shows the 'SOUP Configuration (9.5.0)' dialog box with the 'Backup and Shutdown Options' tab selected. The 'Date of Last Backup' is 2008:11:17 and 'Last backup in cycle' is one. The 'Backup Path' is D:\ and the 'Monthly Copy Path' is Q:\. Under 'Special Folder Backup Paths', 'Music Folder Path', 'My Pictures Folder Path', and 'My Videos Path' are all checked and set to Q:\. Under 'Email Store Options', 'Outlook' and 'Outlook Express' are unchecked, and 'Windows Mail' is checked. Under 'Terminate and Shutdown Options', 'Delay and Shutdown' is selected. At the bottom are 'Back', 'Next', and 'Cancel' buttons.

Specify the path for the backups. In a 2 hard drive system it is suggested that you use your second physical hard drive, usually "D:\".

You are now ready to use Backup and Shutdown.

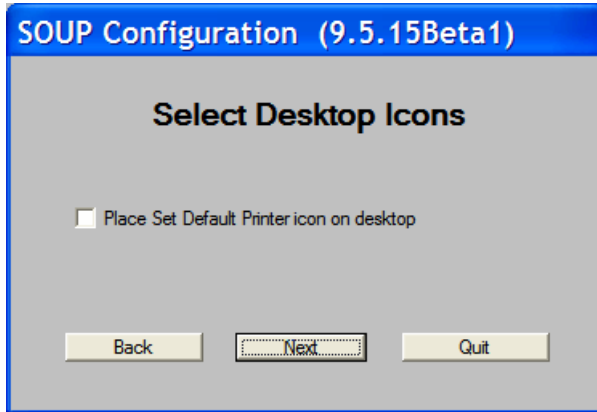
This default configuration will save all the files and directories in your "My Documents" folder and all of your Internet Explorer Bookmarks.

If you desire to save a copy of your Music, Pictures and/or Video folders click on the check box below the Enable label. Note: Due to the size of the media and picture files, only one copy of these folders will be maintained on the backup media. No rotation or monthly copies will be made.

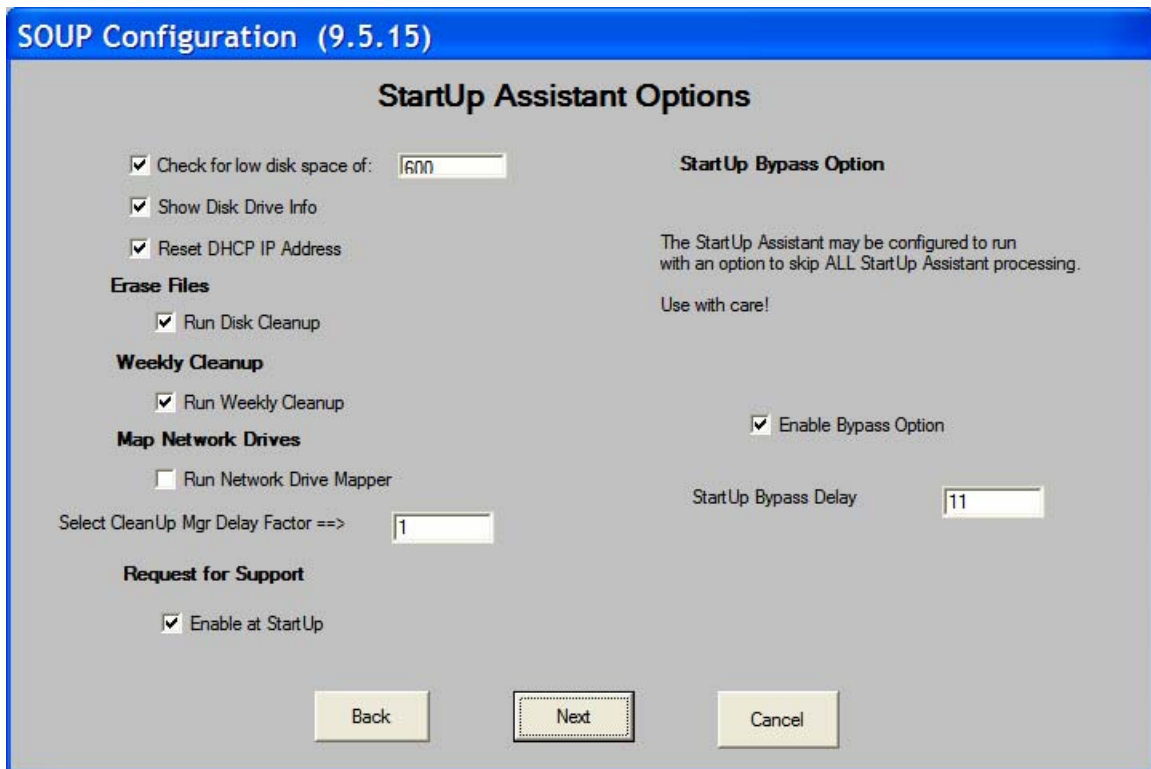
If you desire to save other data files, such as the Outlook email file, click on the check box for your email client.

Click on NEXT and you should see (if Set Default Printer was enabled):

SOUP Configuration



Make your selection and click Next. If the StartUp Assistant was enabled, you should see:



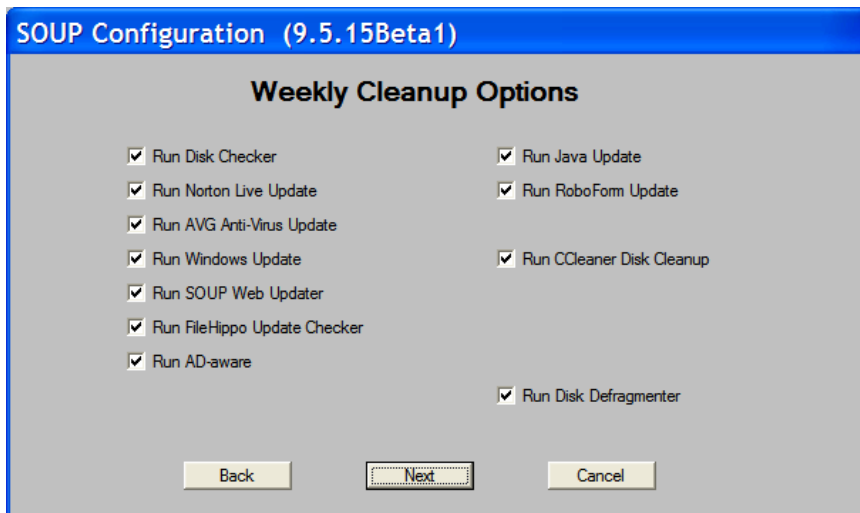
Check those options you desire to run as your PC starts up.

- Low disk space will warn if any of your hard drives do not have the specified amount of free space.

SOUP Configuration

- Show Disk Drive info will display the hardware status of your hard drives.
- Reset DHCP IPAddress is designed for those on a home network, usually with more than 1 PC, that is using DHCP and for those laptops that move among multiple networks. It makes sure that you have a valid IP address for the network you a connected to.
- Run Windows Disk Cleanup will do just that. It will run the CCleaner utility.
- The option for the Run Weekly Cleanup are strongly suggested. The StartUp Assistant will, on a weekly basis, start each of these programs for you. You will then need to run the utility. The StartUp Assistant will wait until you finish running each utility before moving on.
- In most cases, you will not need to enable (check) the Map Network Drives option.
- You should leave the delay factor at 1. It may need to be increased on older, slow PCs
- You should enable Request for Support. It is the best way to contact Synovative's technical support personnel when an error occurs. We strongly suggest that you ENABLE the Request for Support option.
- Laptop users may want an option to force the StartUp Assistant to bypass its processing. This option is intended for users who are on the go and NOT connected to a high speed network. This option should be used with care as the clean-up of the hard drive will not occur. Even if the laptop is not connected to a high speed network during the day, the StartUp Assistant should be run at least once.

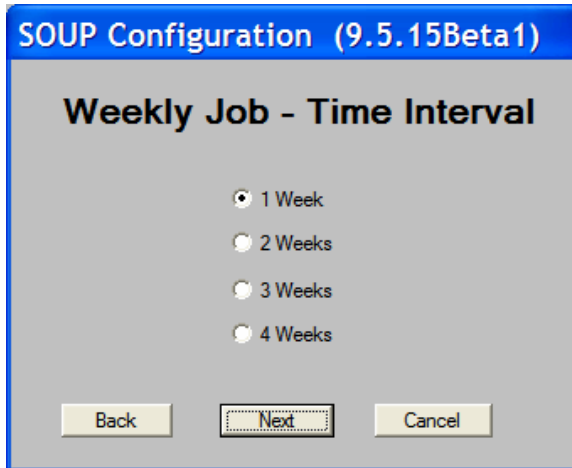
Then click on NEXT to record your choices. Configuration will then verify the utilities that are installed and available for the weekly job.



SOUP Configuration

Uncheck the utilities you do not want to run during your weekly cleanup.

Click Next. You should see:



Select the time interval between weekly job runs. We strongly suggest you set it to one week.

Click Next and SOUP Configuration will tune SOUP to the configuration just specified and it will then terminate.