

*PrivaSoft 2.0*TM

for WindowsTM 3.1 (or higher)

Quick Reference Guide

Made by Aliroo, Ltd. (972)9-7677732 E-mail:aliroo@netvision.net.il

- For a message from your PrivaSuite distributor please check the **DISTRIB.WRI** file in the bin directory.

Product License Agreement

The information contained in this documentation is subject to change without notice. Aliroo makes no warranties with respect to this documentation. Aliroo assumes no responsibility for errors within the documentation. No part of this book may be reproduced or transferred in any form or by any means without the written consent of Aliroo, Ltd.

Aliroo Ltd.

Product License Agreement

CAREFULLY READ THE FOLLOWING TERMS AND CONDITIONS BEFORE USING THIS PRODUCT.

THE USE OF PRIVASUITE TO ENCRYPT OR DECRYPT TEXT, FILES OR DOCUMENTS INDICATES THE USER'S ACCEPTANCE OF THESE TERMS AND CONDITIONS.

PRIVASUITE IS LICENSED FOR USE BY A SINGLE USER ON A SINGLE COMPUTER. THE USER MAY CREATE A COPY FOR BACKUP PURPOSES ONLY. THE USER MAY REPRODUCE AND SHARE WITH CORRESPONDENTS INTRODUCTION COPIES OF THE PRODUCT CREATED SOLELY BY USING THE DOWNLOADING PROCEDURE DESCRIBED IN THIS MANUAL.

DISCLAIMER OF LIABILITY

NOTWITHSTANDING ALIROO LTD.'S UTILIZATION OF HIGH QUALITY CONTROL MEASURES IN THE DEVELOPMENT AND PRODUCTION OF PRIVASUITE, ALIROO DOES NOT GUARANTEE THAT THE USE OF THE PRODUCT WILL BE ERROR-FREE. ACCORDINGLY, ALIROO LTD. SHALL NOT BE LIABLE FOR ANY DAMAGES, HOWEVER CAUSED, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF BUSINESS INFORMATION OR PROFITS, LOSS OF PRIVACY OR OTHER LOSSES ARISING FROM THE USE OR INABILITY TO USE PRIVASUITE.

What is PrivaSoft?

PrivaSoft for Windows is a privacy enhancement tool for Windows users who

work with paper documents for correspondence and filing. It allows the user to send, receive and store confidential documents in complete privacy, on plain paper or a computer file, using ordinary office fax equipment.

PrivaSoft operation consists of two basic functions: Scrambling and Descrambling.

Scrambling is the process of converting a document from the plain, readable form, to the coded, unintelligible form. After scrambling, the information in the original document becomes a "mess" of lines, dots and signs.

Descrambling is the process of converting a scrambled document back to a readable, plain text document. In order to scramble a document, PrivaSoft uses a user-supplied scrambling key.

Using the exact same key in the descrambling process is the only way to convert a scrambled document back to its original form.

Tips for obtaining better image quality after descrambling:

When scrambling:

- * Fax scrambled pages using 'Fine' (detail) mode.
- * Use a large font (12 and up)
- * Use a sans serif font (Arial, MS Sans Serif, CG-Omega etc.)
- * Select the 'Enhance image quality' in the scrambled area dialog box.
- * Make sure that the same paper size definition (A4, Letter etc.) is used throughout the scrambling chain - Host application, PrivaSoft Scrambler and destination device (Fax or Printer). You can change the page size definition of PrivaSoft Scrambler in the 'Printer Setup' option usually found in the 'File' menu.
- * When sending the scrambled document avoid rotating the page when feeding it to the fax machine.

When descrambling:

- * Receive scrambled pages using 'Fine' (detail) mode.
- * Avoid page rotation when scanning the document. (e.g.: If using a fax machine for scanning avoid rotating the page when feeding it to the machine.)
- * Make sure that the same paper size definition (A4, Letter etc.) is used throughout the descrambling chain - Host application, PrivaSoft Descrambler and destination device (Fax or Printer). You can change the page size definition of PrivaSoft Descrambler in the 'Printer Setup' option usually found in the 'File' menu.
- * For better automatic scale adjustments -
 - A. In your host application (typically a fax software) - save the incoming scrambled document.
 - B. Use PrivaSoft Feeder to open the saved file.

C. Send the file to the descrambler.

General Tips:

- * Include the header separator in your word processor template.
- * To avoid the need for frequent scrambled area adjustments, define a template in your word processor to match one of the existing scrambled area shapes, and use this area shape as default.
- * Use the 'View and confirm' option to verify results.

The Scrambled Page

The scrambled page has three parts:

1. Header
2. Service label
3. Scrambled information

Header

You may choose to leave the header portion of the document clear when you scramble a document. This is so that you, or anyone looking at the document, will know who sent the document or what it's about. The actual body of meaningful information is scrambled and un-readable.

Service label

PrivaSoft adds a service label to each page of the scrambled document between the header and the scrambled information. This box contains important data regarding the scrambled document (from left to right):

Key Clue

This field contains a word or a phrase entered by the creator of the document during the scrambling process. The Key Clue is a hint as to what Key was used to scramble the document.

Tip: Use a meaningful Key and Key Clue combination. When corresponding directly with another person, use a combination known only to both of you. When the scrambled document is meant for a group of people, use a more general combination that has a distinct meaning for all members of the group.

Key extension (optional)

This field contains a two digit number. This number is generated at random by the program as an extension to the scrambling key when you select the

Generate Key Extensions setting in the Scrambler Options window. This extension is used in conjunction with the scrambling key to scramble the document and enhances the level of privacy of ongoing correspondence. In this way, you can keep using the same default key while making it more immune to cracking.

Shape of scrambled area

Only a part of the page is actually scrambled. This field indicates what portion of the original page was scrambled.

N - Normal size

T - Tall and Narrow

S - Short and Wide

The size of the scrambled area in the page is set during the scrambling process.

Licensee

This field contains the name of the person who registered the computer which is licensed to use this copy of PrivaSoft. During the introduction mode of the product this field will read: "Introduction copy".

Page index

This field indicates the index number of the page among the scrambled pages of the document.

Serial Number

This field contains the unique serial number of the PrivaSoft copy used to scramble the document.

Getting Help

PrivaSoft also provides on-line help. To get a brief explanation of a feature or procedure, select the appropriate Help menu item. For context sensitive help from any PrivaSoft window, press SHIFT + F1 and position the cursor with the question mark over the item you wish to receive help on. The related help topic will appear when you click the mouse. You can search for a specific item in the help menu by clicking the Search button in the help window. For a complete explanation on how to use Windows help, press F1 from within the help window.

Installing and Sharing PrivaSuite

Following is the minimum system configuration to work with PrivaSuite:

1. IBM PC or compatible (386 or heigher) with Windows 3.1 or later version.
2. Hard drive with at least 2 MB of free space.
3. 4 MB of RAM (For better speed and performance - 8MB RAM suggested).
4. For PrivaSoft only: Some method of scanning paper documents into your computer (see section entitled "Descrambling paper documents").

Backing Up Your Program Disk

Make a backup copy of your PrivaSuite Program Disk. You can use the "DISKCOPY" command in DOS (refer to your DOS manual) or you can use the Windows File Manager.

Keep the original disk in a safe place. Use the copy to install PrivaSuite on your system.

Installing PrivaSuite

1. Start Windows and insert your Program Disk into drive A (or B).
2. From the Program Manager menu bar, open the File menu and click on the Run command.
3. Type A (or B):\SETUP in the Run dialog box and click OK.
4. You will be asked to read the terms of use before you continue the installation.
5. Click the Continue button to start Setup.
6. Enter the name of the Directory where you want the installation program to place the application files. The installation program will recommend the directory C:\PRIVSUIT. You can enter a different name for the PrivaSuite directory in the Path field.
7. Click Continue.
8. The Setup program will copy the PrivaSuite files to the specified directory.

Installing PrivaSuite on a Network

1. Start Windows and insert your Program Disk into drive A (or B).
2. From the Program Manager menu bar, open the File menu and click on the Run command.
3. Type "A:\SETUP /A" in the Run dialog box and click OK. The /A suffix instructs the setup program to bring the network administrator's setup window. The program will copy all shared files to the shared disk specified by the administrator. The network administrator needs to provide all the potential users of PrivaSuite with the pathname of the DOWNLOAD directory of PrivaSuite in the shared drive.

Each network user must do the following:

1. Start Windows
2. From the Program Manager menu bar, open the "File" menu and click on

- the "Run" command.
3. Type the pathname supplied by the System administrator with "SETUP /N" at the end (e.g. "<pathname>\Setup/N").
 4. Enter the name of the directory where you want the program to place its temporary files (default is "PrivSuit"). The installation creates a Windows program group by the name of PrivaSuite and installs the PrivaSoft print drivers.

Sharing PrivaSuite

In order to set up a confidential communication link with your correspondents, you will need to supply them with a copy of PrivaSuite so that they are able to descramble your scrambled documents.

The recipient is under no obligation to purchase PrivaSuite and may use the software for unlimited descrambling as well as scrambling 8 pages for free before receiving a purchase offer. There are several ways to share copies of PrivaSuite and you can repeat any of them any number of times.

1. Hand out a copy of PrivaSuite on a diskette. By inserting an empty diskette into your computer and clicking the Download icon in the PrivaSuite program group a complete installation suite will be copied to the diskette. Hand out as many diskettes as you like to friends and colleagues.
2. Refer the intended recipient to a fulfillment center. The phone number of your fulfillment center appears in the Registration screens.
3. Download PrivaSuite directly to another computer via modem. Simply download PrivaSuite to an empty directory on your hard drive and transfer the files to the remote computer. To make things easier, you can compress the files with your favorite compressing software (such as ARJ, ZIP etc.) and send only one file.

How to download PrivaSuite to a diskette

To download PrivaSuite to a diskette for sharing double click the 'Download' icon in the 'PrivaSuite' program group. When the following window appears, insert an empty diskette into drive A (or B) and click Download. A copy of PrivaSuite will be downloaded to the diskette.

Scrambling Documents

Selecting the PrivaSoft Scrambler

To scramble a document from any Windows application,

- 1) Select the Print Setup option from the File menu
- 2) Choose the PrivaSoft Scrambler from the list of available print drivers.
- 3) Choose the Print command in your application.

The Scrambler window will appear with the default values as they were entered in the Scramble Options window.

Setting the Key and Key Clue

Key

The Key is a string of characters (a word, phrase or any other combination) used to scramble the document. The same key has to be used to descramble the document. Enter the Key for scrambling the document in this field or use the default key. The key can be 5-25 characters long and may contain any alphanumeric character (including spaces and punctuation marks). The scrambler internally converts any key into a 9-digit number.

Key Clue

The Key Clue is a sentence in any language (up to 60 characters) that refers to the key. It will be displayed on the Service Label as a hint and handy reminder of the Key that was used to scramble the document.

Options & Setup

Click on the "Options" and "Setup" buttons to customize PrivaSoft and select printer drivers. For a detailed explanation refer to the section "Customizing PrivaSoft".

Setting the size of the area to be scrambled

You can set the position and size of the clear header and the scrambled area. To do so, open the Document menu and select the Scrambled area option. The Scrambled area window will appear, showing a miniaturized image of the page.

Default header position

PrivaSoft automatically leaves a top portion of the document unscrambled as a clear header.

Note: If the "Ignore separation mark" checkbox is not selected, the bottom of the header will be locked to the header separator line on the document. See below how the Header separator works.

You can move the header and scrambled area together up and down by dragging the header area up and down.

You can move the scrambled area left and right by dragging it left and right.

You can increase and decrease the height of the header by clicking on the bottom of the header and dragging up and down, or by changing the value in the default header position field. Note that you may set one header setting for the

first page and another for the subsequent pages. You may also change the units used in these fields by selecting the desired unit from the Unit list.

Setting the header position for the first page

Set the position of the header on the first page using the First page field. Notice the gray horizontal line representing the bottom of the header moves on the page according to the value in the field. This field is dimmed when you are in the subsequent pages.

Setting the header position for all other pages

To set the position of the header on all other pages, set the height of the header in the All other pages field. Notice the gray horizontal line representing the bottom of the header moves on the page according to the value in the field. This field is dimmed when you are in the first page.

Selecting the type of units used in the header fields

Select the type of units that the height of the header will be displayed in. The available units are: Centimeters, Inches and Pixels.

Separator Marks

PrivaSoft can automatically detect where the end of the header is in a document if special marks (separator marks) are inserted into the document by the user. The separator line consist of **at least 19 repetitions** of the special character " " (inverted "T"). The separator line should be inserted between the header and the area to be scrambled. The line should look like this:

Note: When PrivaSoft detects the separation line it disables moving the header separator line or dragging the header.

The character " " can be found in the "Symbols" font table (as displayed using the Character Map Windows) utility at the end of the second line. Use font size of 9, 10 or 11, either regular or bold.

TIP: When using Word, you only need to prepare the separator mark once. Include it as the bottom line of your standard template. It will automatically separate your header at the correct place (other word processors allow a similar procedure). You can tell PrivaSoft to ignore the separator marks and set the header manually by selecting the **Ignore separatorion mark** option.

Viewing multiple pages in a document

When a document contains multiple pages, click the Previous button to view the

previous page and click the Next button to view the next page.

Area shape

Since PrivaSoft cannot scramble an entire page, you can select the shape of the area that will be scrambled on the page. From the Area shape group, select one of the following options that best suits the shape of the area on the document you want to scramble:

1. Normal
2. Tall & Narrow
3. Short & Wide

Notice the outline representing the scrambled area on the page changes for each selection. Also, the scrambled area box's upper boundary is determined by the header height. Moving the header changes the location of the scrambled area on the page.

TIP: If your document does not fit into one of the area shapes, increase the size of the margins on your original document.

Larger area vs. Enhanced image quality

The user may choose between two basic enhancement options while scrambling presented in the "Area/Quality" group. The "Extra height" option allows the user to scramble a larger area (increased height) in each of the original document's pages and obtain normal image quality after descrambling. The "Enhanced image quality" option enables the receiving party to enjoy a better image quality after descrambling but limits the area to be scrambled. Choosing either option will change only the height of the scrambled area and will leave the width unchanged. In most documents the extra scrambled area height is not needed. Therefore, it is recommended to scramble with the "Enhanced image quality" selected.

Viewing the original document

You can view the original document by selecting the View original option from the Document menu in the Scrambler window.

Use the viewer to see that all the information on your document was included and that no part is missing.

Selecting scrambled document destinations

The scrambled document can be directed to a number of devices.

You can fax the scrambled document, print it on your printer, save it to a file, prepare it for E-mail or print the original document. Make these selections in the "Scramble and..." group.

"Scramble and" ...

The user may direct the scrambled document to one of the following destinations:

Fax

Send the scrambled document to the selected fax driver.

Print

Print the scrambled document to the selected printer. If you select this option, you can set the number of copies that will be printed in the Copies field.

Note: Some low end printers do not have enough memory to print a whole scrambled page and instead will split it into two separate pages. To avoid this decrease the resolution of your printer (using printer setup software) or print by faxing to your fax machine.

Print original

Print the original document to the selected printer in fax resolution. If you select this option, you can set the number of copies that will be printed in the Copies field. This option is especially handy when you want to save a hard copy of the original, unscrambled document.

Save

Save the scrambled document as a file. The default path and file name you specified in the Scramble Options will be displayed in the file field if the Display default values option is enabled. You can specify another directory and file name or use the browse button. The file will be saved in the format you selected in the Scramble Options window. The file name you select should not exceed five characters as PrivaSoft uses the last three as an index for the saved pages.

Example: If you save a two page document under the name test (in the PCX format), it will be saved as test001.pcx and test002.pcx.

E-mail

Save the scrambled document and take additional actions to assist sending it as an attached file in an E-mail transmission. The user may govern these actions in the E-mail options window (see Options). These include default file name, file format (PCR recommended for better compression) and free text that is copied automatically to the clipboard ready to be pasted in your E-mail application.

Browse

Use the browse button to select the directory and file where you want the document to be saved.

Scrambling the document

1. Click on the Scramble button to start the scrambling process.
2. Observe the progress of the scrambling process in the Progress window.
3. As the scrambling process progresses, the "I am done!" icon is revealed (In the introduction mode, the text "XX free pages left" is revealed). The number of the page currently being scrambled and the percentage of the page that has been completed is also noted.
4. While the document is being scrambled you can select the 'View and confirm after completion' option by marking the check box. This option will already be selected if you have it selected in the Scramble Options window.
5. You can cancel the view and confirm operation for the current run, however, the change will not affect the setting in the Scramble Options window.

Viewing and confirming the scrambled document

1. If you choose to view and confirm the scrambled document before sending it to the selected destinations, the Viewer window will appear when the scramble process has been completed.
2. Use the Viewer functions to browse through the document and verify that the header has been positioned properly and that all the requested information has been scrambled.
3. When the document has been scrambled, and you have confirmed the scrambled document (optional), PrivaSoft will start performing the requested tasks according to the selections made in the Scramble and... group.
4. If you have selected the Scramble and fax option, your fax software will appear. Make the appropriate entries and send the fax.
5. All other activities selected, such as printing the scrambled document and original document and saving the scrambled document to a file, will be carried out after the fax operation in the order they are listed on the screen.

Alerts

PrivaSoft scrambler can alert if your document has not been properly handled. The process includes several tests. You can activate or suppress any of these tests.

An alert report is generated, summarizing the outcome of the enabled tests.

Test options include:

- * **PrivaSoft Scrambler set to 'Normal'** - Warns if the the scrambler is in 'Normal' resolution mode.
- * **Small font size** - Warns if a font size smaller than 12 was used extensively in the document. A smaller font is not generally recommended for

fax
correspondence.

* **Serif font type** - Warns if an unrecommended font type (such as MS-Serif) was used in the document. Sans-Serif fonts are generally recommended for fax correspondence.

* **Header separator runs through data** - Warns that the header separator is probably misplaced and is running through some data and not through a white line.

* **Page size is not consistent OR landscape orientation was used** - Warns if output printer or fax device is set to landscape orientation or when its paper size does not match the paper size used for scrambling (Letter or A4).

* **Suppress all alerts** - Suppress all alerts.

Descrambling Documents

Selecting the PrivaSoft Descrambler

To descramble a scrambled document, it must be input into the computer as a file. If you have sent the scrambled document as a fax or saved it to a file it will be already on your disk. If your document is in paper format (i.e. a paper fax or scrambled page) you will have to use one of the methods for preparing paper documents to be descrambled (see section entitled "Descrambling paper documents").

Once you have imported the scrambled document into the computer, load it into your fax viewer or any other viewing program and select the Print Setup option. Choose the PrivaSoft Descrambler from the list of available drivers.

After you have selected the PrivaSoft Descrambler as your active print driver, choose the Print command in your application. When you execute the print command, PrivaSoft automatically opens the Descrambler window.

Key and Key Clue display

When the Descrambler window appears, PrivaSoft detects the Service label on the scrambled document and displays it in the Service label field. You can look at the service label using the scroll bar to find the Key Clue. Use it as a reminder of the Key used to scramble the document. The default key is displayed. If a different key was used to scramble the document, type it in the Key field.

Setting the layout of the descrambled page

The descrambling process must use the same shape area used in the scrambling process. Normally, PrivaSoft automatically detects the required area shape. You may manually select another area shape. Do so when PrivaSoft is unable to identify the correct area shape. To set the shape of the area manually, open the Document menu and select one of the following options:

1. Normal
2. Tall and Narrow
3. Short and Wide

The descrambling process is applied to the size of the selected area in the document.

Options and Setup

Click on these buttons to configurate PrivaSoft and select printer drivers. For a detailed explanation see below.

Viewing the scrambled document

To view the scrambled document before descrambling, open the Document menu and select View scrambled.

Selecting descrambled document destinations

When you use the PrivaSoft Descrambler you can direct the descrambled document to a number of destinations. You may want to re-send the descrambled document as a fax, print a hard copy, save it as a file, send it as an E-mail attachment or print the (original) scrambled document.

Descramble and...

Fax

Send the descrambled document to the selected fax driver.

Print

Print the descrambled document to the selected printer. If you select this option, you can set the number of copies to print in the Copies field.

Print incoming scrambled document

Print the original scrambled document on the listed printer.

Note: Some low end printers do not have enough memory to print a whole scrambled page and instead will split it into two separate pages. To avoid this decrease the resolution of your printer (using printer setup software) or print by faxing to your fax machine.

Save

Save the descrambled document as a file. The default path and file name will be displayed in the file field providing the Display default values option is selected in the Descramble Options window. You can specify another directory and file name or use the browse function. The file will be saved in the format you selected in the Descramble Options window. The file name you select should not exceed five character as PrivaSoft uses the last three as an index for the

saved pages.

Example: If you save a two page document under the name test (in the PCX format), they will be saved as test001.pcx and test002.pcx.

E-mail

Save the scrambled document and take additional actions to assist sending it as an attached file in an E-mail transmission (see "E-mail" in scrambling).

Browse

Use the browse button to select the directory where you want the file to be saved.

Descrambling the document

Click on the Descramble button to start the descrambling process. Observe the progress of the descrambling process in the Progress window.

As the descrambling process progresses, the "I am done!" icon is revealed. The number of the page currently being descrambled and the percentage of the page that has been completed is also noted.

While the document is being descrambled, you can select the 'View and confirm after completion' option by marking the check box. This option is already selected if you have selected it in the Descramble Options window.

You can cancel the view and confirm operation for the current run, however, the change will not affect the setting in the Descramble Options window.

Viewing and confirming the descrambled document

If you choose to view and confirm the descrambled document before sending it to the selected destinations, the Viewer window will appear when the descrambling process has been completed.

When the document has been descrambled, and you have confirmed the descrambled document (optional), PrivaSoft will start performing the requested tasks according to the selections made in the Descramble option. If you have selected the Descramble and fax option, you fax software will appear. Make the appropriate entries and send the fax.

All other activities selected, such as printing and saving the descrambled document and printing the scrambled document, will be carried out after the fax operation in the order they appear in the **Descramble and...** group.

Alerts

The PrivaSoft descrambler can alert when your document has not been properly

handled. The process includes several tests. You can activate or suppress any of these tests. An alert report is generated, summarizing the outcome of the enabled tests.

Test options include:

- * **Excessive image rotation** - Warns if the image is rotated more than desired under normal circumstances.
- * **Excessive image scaling** - Warns if the image was scaled more than desired under normal circumstances.
- * **Distortion or damaged image** - Warns if the image is distorted.
- * **Page size is not consistent or landscape orientation was used** - Warns if the output printer device is set to landscape orientation or its paper size does not match the paper size used for scrambling (Letter or A4).
- * **Suppress all alerts** - Suppresses all alerts.

Descrambling paper documents

The Descrambler descrambles documents by manipulating the scrambled image and "putting each piece back exactly where it belongs". In order to be able to do so, the scrambled document must be saved as a file on the computer. If you want to descramble a scrambled correspondence or document that is in paper format, you need to import the document into the computer. This can be done by a variety of methods using the various types of standard office equipment available.

Office Equipment:

- (A) PC
- (B) Fax Modem & software
- (C) Telephone line Simulator
- (D) Desktop Scanner
- (E) Regular fax machine
- (F) Fax with RS232 (serial) port

Configurations:

Basic configuration: (A),(B),(E)

Line simulator (A),(B),(E)

Serial Port Fax Machine (A),(F)

Scanner (A),(D)

Basic configuration

Using the basic configuration you can fax the document to be descrambled from your regular fax machine to the fax card on your computer. This configuration is the simplest though it requires two phone lines.

Line Simulator*

You can use a Line Simulator to fax the document to be descrambled from your regular fax machine to the fax card on your computer. This method does not require the use of two phone lines.

* A line simulator is a small device the size of a cigarette box that simulates the operation of a telephone line. Using this device you can connect a Fax Modem card in your computer to your regular Fax machine using standard phone jacks.

Serial Fax

You can import the document to be descrambled by scanning it using a Serial Fax connected to your computer.

Scanner

You can import the document to be descrambled by scanning it using a scanner.

Once you have imported the paper document into your computer using one of the above methods, view the scrambled document. If you have used the fax method, open the received fax in your fax program's viewer. If you have used the scanning method, open the received image in your scanner's viewer program. From the viewer program, select the PrivaSoft Descrambler and perform the regular descrambling process described at the beginning of this section.

Customizing PrivaSoft

This section describes PrivaSoft configuration options. Learn how to set the default scrambling key, select your fax and printer drivers and more.

Selecting your fax and printer drivers

In order to send faxes or print from your computer you must tell PrivaSoft which fax driver and print driver you will be using.

To change the fax and printer drivers click on the Setup button in the Scrambler or Descrambler window. The Device setup window will appear.

To change the fax or printer driver, select the driver you want PrivaSoft to use from the list of available drivers.

You can configure the individual settings for each device by clicking on the Setup button. The selected printer driver's options menu will be displayed.

Consult the user guide regarding the appropriate settings for the specific printer driver.

Important Note: Make sure that page size in all print drivers is consistent with the page size of your host application. You may choose different fax and/or printer drivers for the Scrambler and Descrambler.

General Scrambling Options

View and confirm after Scrambling

Select this option if you want to view the scrambled document before PrivaSoft performs any other operations such as printing, sending a fax etc. You can select this option during the scrambling process in the Progress window.

Generate key extension

Select this option if you would like the Scrambler to generate a random two digit key extension that will be added to the scrambling key. This option is especially useful when you use the default key often and want to retain a high level of immunity against breaking the key. The key extension is displayed on the Service Label in the scrambled document.

Alerts

Allows to select the tests to be activated.

E-mail

Controls the actions carried out when the E-mail option has been selected in "Scramble and...". The user may specify the E-mail program to be automatically launched after scrambling. The user may specify free text that will be copied to the clipboard so that this text can be easily pasted in the E-mail package. Also included are fields for the default save file name and default format to create an accessible and compact file to be attached to the E-mail message. The recommended file format is PCR because of its higher compression.

Scrambling Default entries

Scrambling key

Enter your personal scrambling key in this field. Use any set of 5-25 characters. The key will be displayed as the default key in the Scrambler window.

Key Clue

Enter a key clue in this field. This clue will be displayed in plain text in the header of the scrambled fax.

Save File

Enter the path and file name which PrivaSoft will use for saving the scrambled files. The file name must be no longer than five characters since PrivaSoft assigns an additional three numeric characters to the file name corresponding to each page that was scrambled (e.g. 'test001', 'test002' etc.).

Save Format

Select the format you want the file to be saved in. Use the PCX or BMP format when you want each page of the document to be saved as a separate file. Use the DCX or PCR format when you want the whole document to be save in a single file. PCR is an Aliroo proprietary file format that saves 30% disk space in average.

General Descrambling Options

View and confirm after descrambling

Select this option if you want to view the descrambled document before PrivaSoft performs any other actions such as printing, sending a fax etc.

Noise removal

Remove small lines and dots that might be caused due to inaccuracies in the descrambling process.

Alerts

Allows to select the tests to be activated.

E-mail

See "General Scrambling Options".

Descrambling Default entries

Descrambling key

Enter the default descrambling key in this field. This key must match the key used to scramble the document in order for the document to be descrambled properly. The key will be displayed as the default key in the Descramble window. You can prevent the key from being displayed by selecting the Protect default key display in the General options.

Save File

Enter the path and file name that PrivaSoft will save scrambled files as. The file name must be no longer than five characters since PrivaSoft assigns an additional three numeric characters to the file name corresponding to each page that was scrambled (e.g. test001, test002 etc.').

Save Format

Select the format you want the file to be saved in. Use the PCX or BMP format when you want each page of the to be save in a single file. Use the DCX or PCR format when you want the whole document to be save in a single file. PCR is an Aliroo proprietary file format that saves 30% disk space in average.