

Beta Testing Guidelines

Phase 1 – Calendar and Power Lists with OfflineSync and PaperSync
Phase 2 - ThoughtPad
Phase 3 - Sharing

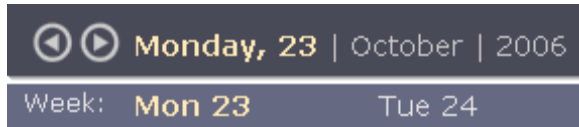


Thank you for taking time out to Beta test the product. We really appreciate all the help that you will provide in making Scrybe™ a great product.

The preferred methods in which you can communicate your feedback to us are listed on the last page of these guidelines.

Phase 1 – Calendar and Power Lists with OfflineSync and PaperSync

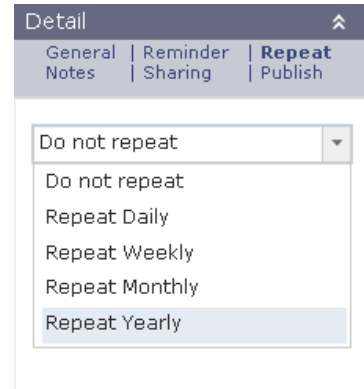
Listed below are some of the features in Scrybe’s beta Phase 1, that we would like your feedback on.



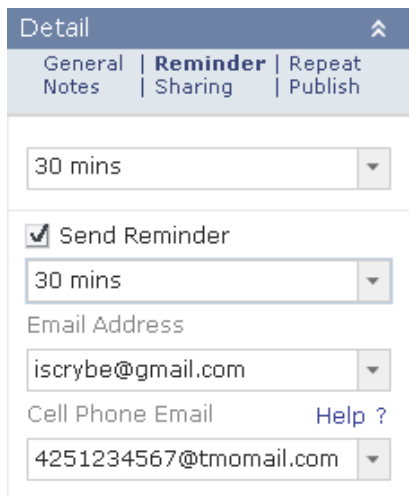
View your calendar by day, week, month or year.

The arrows let you move forward or backward through time.

You can also use **CTRL + Left, Right** keyboard shortcuts.



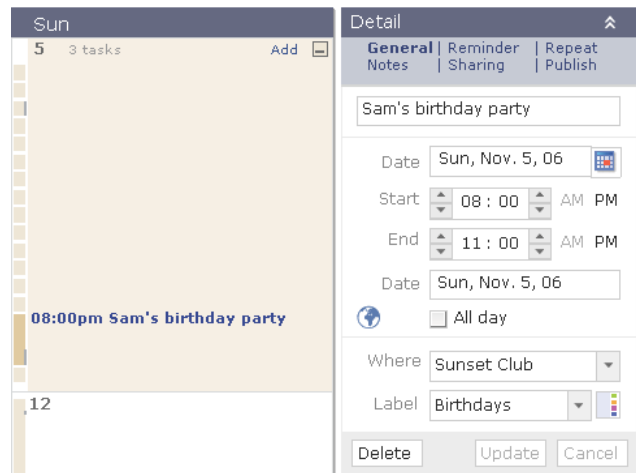
You can schedule your events to repeat annually, monthly, weekly or daily.



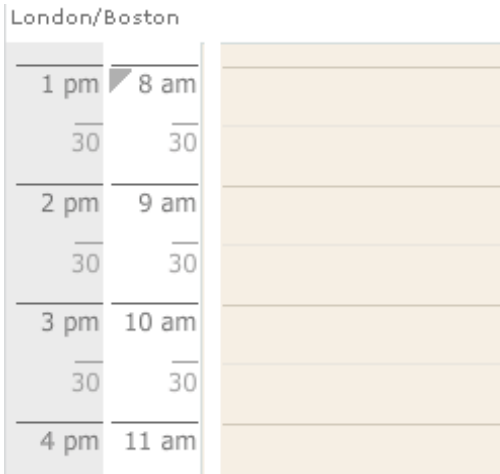
Be notified about your events/tasks through alerts within Scrybe, to your email, or text messages sent right to your mobile phone.

You can send reminders on your mobile phones by entering the email address of your mobile numbers.

View Help for some commonly used mobile phone carriers.



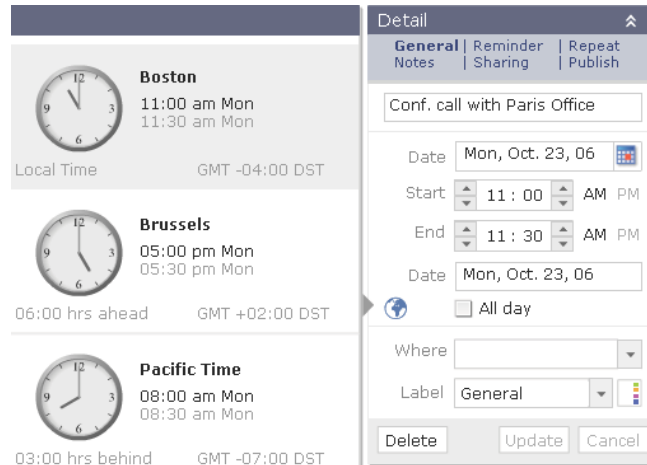
Rapidly edit the details of any event without changing views or pages.



Click on the time bar to turn on a secondary time zone.

You can also change your primary time zone.

Please note that your primary time zone should not be different from your machine's local time zone.

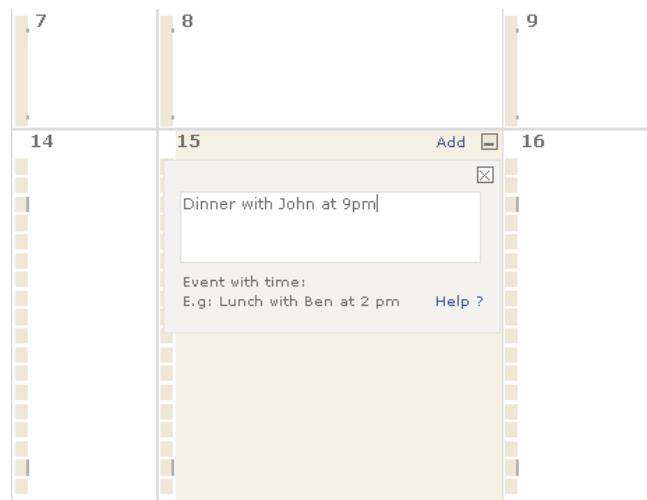


View and adjust the time for an event in any time zone at a quick glance.



You can zoom in on a day and more details of the day unfold in front of you; clearly showing where events are placed spatially in a day.

You can control your **Active Hours** through the Options dialog. You will have a better overview of your day, if your active hours are set closer to your real life active hours.



You can add a new event on a focused day.

Scrybe will automatically detect the time from your event. E.g. Dinner with John at 9pm.

Make sure that you specify the time either in the beginning of the subject or at the end.

The interface shows a list of events on the left for days 7, 14, and 15. Day 14 includes: John's birthday, Breakfast with John, Meeting with boss, Meeting with team, Lunch with Carol, and John's birthday pa... Day 15 includes: Meeting with Dev (09:00am-10:00am), Lunch with team (12:30pm), Meeting with Dev (02:00pm), Conf. call with Jake (04:30pm), and Dinner with John (09:00pm). An 'Add' button is visible on the right side of the day view.

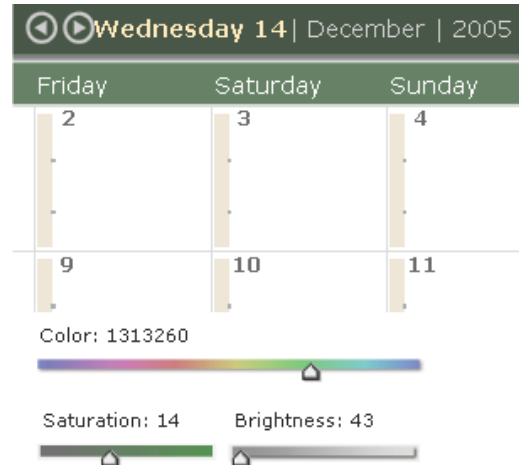
The weekly view shows events for three days. Monday 13: Conf. call with AU office (8:30-9:30), Meeting with HR (10:30-11:30), Dentist appointment (2:30-3:30). Tuesday 14: John's birthday (top), Breakfast with John (9:00-10:00), Meeting with boss (10:00-11:00), Lunch with Carol (1:00-2:00). Wednesday 15: Meeting with team (10:00-11:00), Lunch with team (1:00-2:00), Meeting with Dev (3:00-4:00), Conf. call with Jake (4:00-4:30).

Use drag and drop to reschedule events in the day, week or month.

Move or resize any event, click on any time and type in the event directly.

The year view displays four months in a grid format. July, August, October, and November are shown. Each month has a header with days of the week (M, T, W, T, F, S, S) and a grid of dates. In the October grid, the date 30 is highlighted with a blue border.

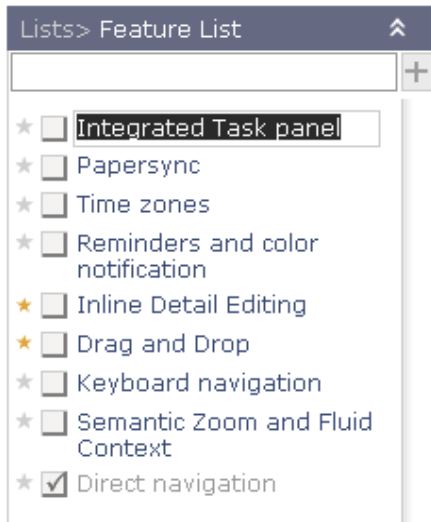
Jump to any day or month through year view.



Click the **Papersync** link in the Planner view or right-click anywhere to access specially designed printing wizards that let you print in easy foldable booklet or pocket formats and simple classic prints.

Use the theme palette to mix, match and create your own colors.

If you have a slow machine and you encounter the "Script in the Movie is causing the player to become slow..." error, click **NO** to continue printing.



Rapidly enter your tasks or click a selected task to edit it.

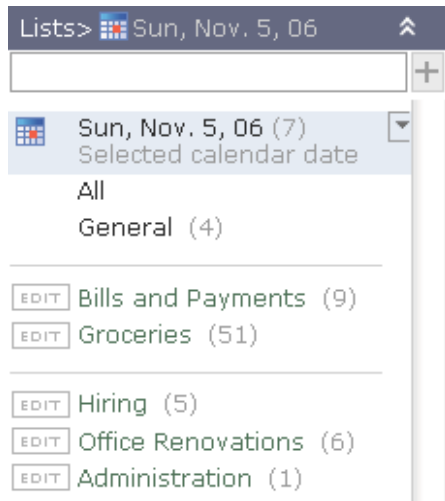
Add a task and its reminder in one smooth flow. The application intelligently recognizes the date and time; and automatically organizes the tasks accordingly.

View Help, to view the recognized date and time formats.

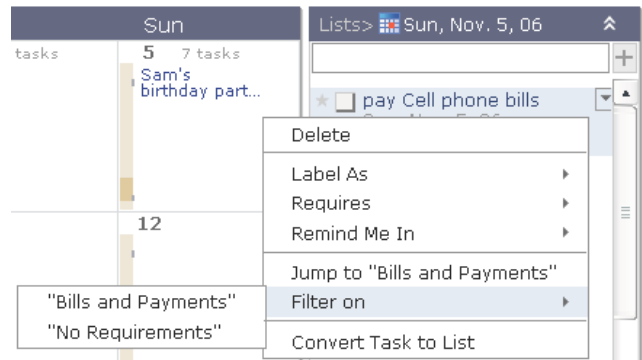


Easily transfer lists between Scrybe and commonly used applications. E.g. HTML, DOC, RTF, PDF, TXT, XLS and so on.

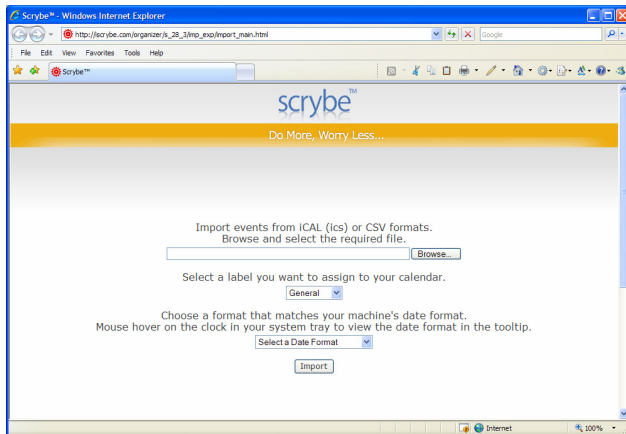
scrybe



Organize your tasks by lists and further organize your lists into groups using list separators.



Use powerful filters to manage your tasks. Or, Easily create a list from a task.



Import iCal and CSV files to move your personal data to Scrybe.

To avoid removing a large number of events individually, always import your external calendars under a new or appropriate label that is not your default calendar, General. All calendars can be deleted in their entirety except for the General, default calendar. Imported events in the General calendar will have to be deleted individually.

To go to the import page:

- Click on the grey arrow at the left edge of your Calendar area. A panel pops out displaying your calendars.
- Click **Import**.

Note: Outlook's repeated events are stored as multiple entries in CSV files. Before exporting your Outlook calendar, turn off repeating events and set up repeat properties in Scrybe.



Have access to your recent data without being connected to the Internet.

The first time you want to work offline, restart your browser window, set it to work offline and sign in again instead of just refreshing the application.

Changes are automatically synced with your online data when you go back online and sign in. We are working on making this process smoother in future versions.

Troubleshooting OfflineSync:

Always type iscrybe.com instead of www.iscrybe.com to log in to the application offline.

If your offline changes are not being synced online, check the **Rewrite Offline Data from Scratch** option on the Sign in page. This will erase erroneous offline data, if any. The next time you sign in online, your latest data will be stored on your machine.

Phase 2 – ThoughtPad

Listed below are some of the features in Scrybe’s beta Phase 2, that we would like your feedback on.



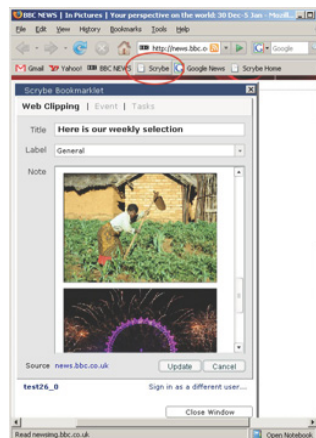
Add new notes and web clippings, with links, images and files in your ThoughtPad.

Your most recent notes and clippings are displayed on the right.

The arrows, at the bottom of the ThoughtPad, let you navigate forward or backward through your notes.

A preview is displayed for upcoming and previous notes while you are navigating through your notes. You can click to jump to a note in the preview.

You can also use **Left, Right** keyboard shortcuts, or, your mouse scroll wheel to scroll through the notes.



Add web clippings with their original link as notes in your ThoughtPad.

To add Bookmarklet:

- Click **Bookmarklet** on [Scrybe’s main page](#).
- Drag the Scrybe Bookmarklet link on to your Browser’s Bookmarks (or Links) toolbar.

Once the Scrybe bookmarklet is added:

- Go to any website and make a selection.
- Click **Scrybe** on the toolbar.
- Choose a label, if desired and click **Update**.

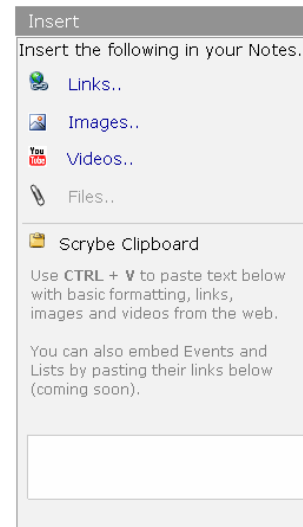
When you return to your ThoughtPad:

- Click **Get Latest Web Clippings** for the selected label.
If you have added multiple web clippings in multiple labels, refresh your application to update ThoughtPad with the clippings added in different Labels.

Source (original web page link) is automatically provided for all web clippings, right underneath their titles.

Warning:

The purpose of the Scrybe bookmarklet is to save relevant information and key images from web pages. Please do not use it to add complete web pages to your notes. Make small selections and avoid selections that include numerous tiny images.



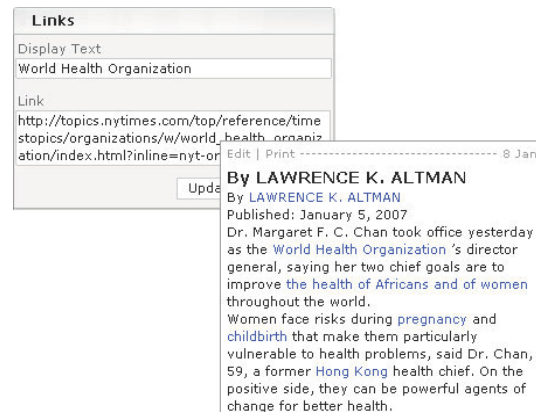
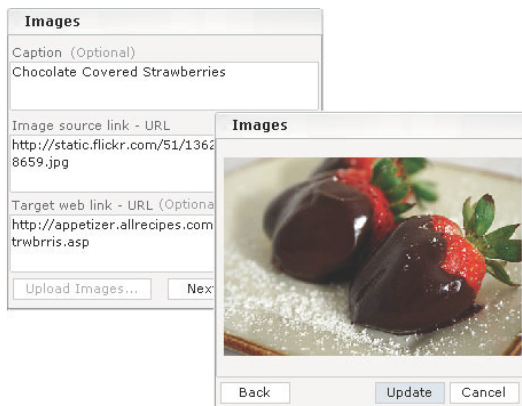
Add new or edit existing notes with basic formatting (Bold, Italic and Bullets) and insert (links, images and files) options.

To edit existing notes, you can either double-click a note, or, click edit on top of each note.

Upload Files and Upload Images options are coming soon.

You can use the Scrybe clipboard to add text while preserving its basic formatting as well as any links or image references.

- Copy text (containing links and images) from any website.
- Click on the Scrybe Clipboard box.
- Press **CTRL+V** (do not use the right-click menu to paste in the clipboard). Any text pasted through Scrybe Clipboard adds automatically to your note.



Paste images from the web using the clipboard.

Or, add images by pasting their location (image source address) in the Images dialog.

In Firefox, a **Copy Image Location** option is provided in the right-click pop-up menu.

In IE, image location is provided in the Properties dialog which you can access by right-clicking an image and selecting **Properties** from the pop-up menu.

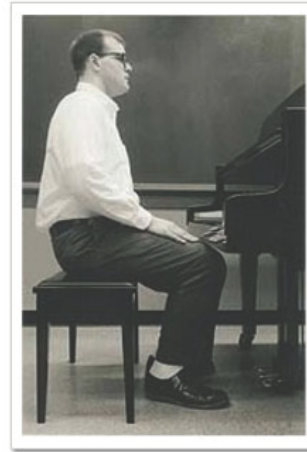
Add links in your notes using the **Links** option.



Reorder images while editing notes, using **Move Up/Down** options.

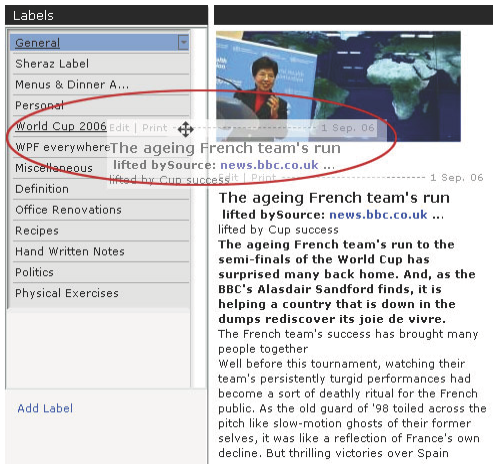
Original Image Details

Back
[blog.wired.com..](#) (Targets this page)



Right click to copy links.
[blog.wired.com..](#) (Original image location)

Click to view any added image at its original resolution, location (link) and target (link), if any.



Create Labels to organize your notes.
 Use drag and drop to move your notes in different labels.
 To start dragging a note, you need to move your mouse on top of the desired note's title where the mouse cursor changes to the dragging cursor.

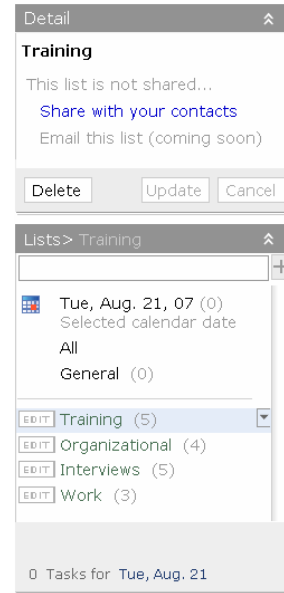
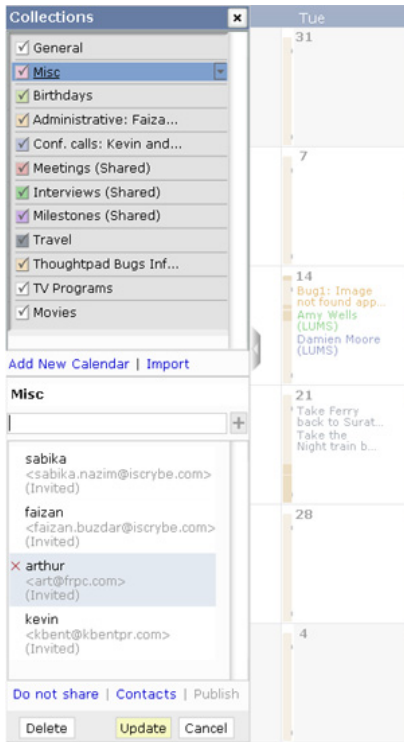


Use Move Note Up and Move Note Down options from the right-click menu of your notes, to change their order.
 You can also reorder your notes by clicking the arrows against each note link (on the right) in the auto-index generated at the end of every 10 notes.

Right-click in your ThoughtPad and select **PaperSync** to print your notes in Pocket, Booklet and Classic formats.

Phase 3 – Sharing

Listed below are some of the features in Scrybe’s beta Phase 3, that we would like your feedback on.



Share multiple calendars and thoughtstreams with your contacts.

- Click on the grey arrow at the left edge of your Calendar area.
A panel pops out displaying your calendars.
- Select an existing calendar or add a new one.
- Click **Share with your contacts**.
- Enter an email address and click **Update**.

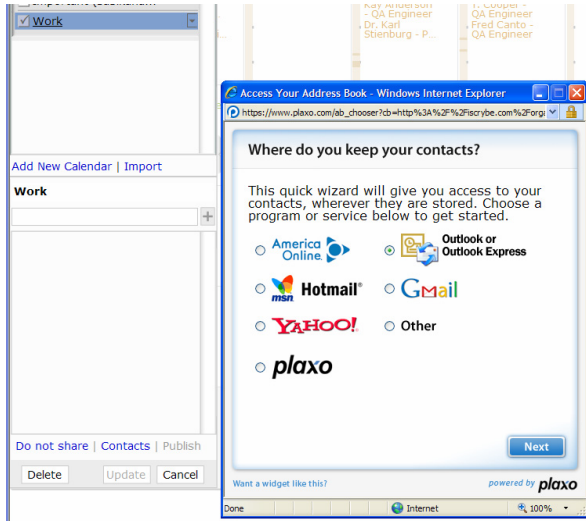
You can share your thoughtstream by following the same procedure.

Current Beta users now have the ability to invite their contacts by sharing calendars, lists or thoughtstreams with them.

Share multiple task lists with your contacts.

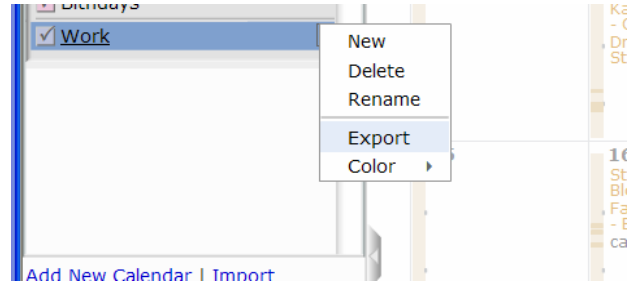
- Select a list.
- Click **Share with your contacts** in the Details panel.
- Enter an email address and click **Update**.

Current Beta users now have the ability to invite their contacts by sharing calendars, lists or thoughtstreams with them.



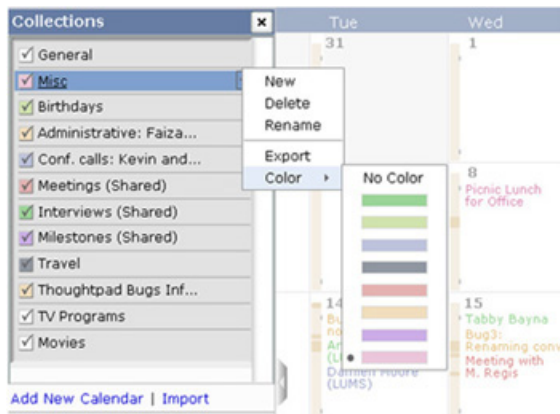
Import your contacts from popular services like Gmail, Yahoo, Hotmail, and Outlook and then use autocomplete to share your calendars and thoughtstreams.

- Click on the grey arrow at the left edge of your Calendar area.
A panel pops out displaying your calendars.
- Select an existing calendar and click **Share with your contacts**.
- Click **Contacts** to import your address book from any service.
Your contacts are now available within Scrybe and you can add email addresses using the autocomplete function. Just type in the first few letters and see all matching contacts in your list.



Export a calendar in iCal format.

- Click on the grey arrow at the left edge of your Calendar area.
A panel pops out displaying your calendars.
- Select any calendar and click the arrow at left of the calendar name.
- Select **Export** from the drop-down menu.
- Save the selected calendar to your disk drive or open in a compatible application.



Calendar labels are available in the pop-out panel on the left, now with more colors and management options.

Creating Events and Tasks through Scrybe Bookmarklet.

You will need to remove any older version of the Scrybe bookmarklet and add it again from the [same link](#).



Each Phase includes fixes for reported bugs and some feature requests. Some feature requests and bug fixes are approved for the next version of Scrybe.

Upcoming features include **Outlook syncing, device syncing, a handy widget that allows you to quickly add data to Scrybe, etc.**

Please do keep sending in your feedback.

Again, thank you for all your help.

How to send us your feedback

Listed below are the preferred methods to send in your feedback.

- Log on to our [forum](#) to report bugs and submit feedback
- Email us your observations and issues at [feedback\[at\]iscrybe\[dot\]com](mailto:feedback@iscrybe.com)