



CI-SIGN

corporate identity for your business

© ci solution GmbH 2005-2010

Release Notes English

Author: ci solution GmbH
Manfred Büttner

10. November 2011
up to Version CI-MANAGER Version 4.0.50
und CI-SIGN Version 4.0.50

ci solution GmbH

Andreas Stäblein Straße 14
97820 Remlingen
E-Mail: info@ci-solution.com
Fon: +49 (0) 9369 / 980-441
Fax: +49 (0) 9369 / 980-443



Since the development 2005 we make now 5 years later starting from 01/2010 the version 2 of CI-Sign. The step on version 2 was necessary by conversion to .NET Framework 2. The current version CI-Sign supports now all Office versions included 2010 and Exchange included 2010 and 64 Bit Operating-Systems.

See our column „How to... “. There the most frequent questions are described.



Note: Parts of this Release Notes are automatically translated from German Release Note.



TABLE OF CONTENT

- 1. Functions at a glance..... 4
- 2. Set-up 5
- 3. Distribute Options 8
 - in the NETLOGON folder (recommended)..... 8
 - into Domain policy 8
- 4. Technical background..... 9
- 5. Startparameters 10
- 6. Configuration-Manager..... 13
 - Options 13
 - Tools 16
 - Outlook Web Access..... 17
 - Replacements 18
 - Fonts..... 19
 - Parameters 20
 - Information..... 21
 - Registration..... 22
- 7. @@ Variables 23
- 8. ## Variables 25
- 9. @@empty / ##empty Variable 25
- 10. Configure statistic 26
- 11. Campaigns / Marketing / Spezialvariables..... 28
 - 1. Announcement of a trade fair date. 28
 - 2. Advertise products and services..... 29
 - 3. Combine variables with active directory data. 29
 - 4. Technical background..... 30
- 12. Spezialmarketing by groups Groups..... 31
- 13. XML Interface – Active Directory Import..... 36
- 14. Word™ interface 39
- 15. System requirements 40
- 16. Frequently asked questions (FAQ) 40
- 17. CI-Sign events off 41
- 18. Import Data from Public Folder (Exchange) to AD 42
- 19. CI-Sign Autosignatures by E-Mail to external users. 43
- 20. Scripts..... 44
 - Loop trough AD-Group 44
- 21. Signature - Examples 45
- 22. How to ...?..... 46
 - ...insert graphic? (insert Picture from a local source)..... 46
 - ...insert current date? 47
 - ...align Telephone, Fax and Mobile - Variant 1?..... 47
 - ...Telephone, Fax and Mobie in one line but dynamicly?..... 48
 - ...set Parameter in Script?..... 48
 - ...test with a full working version? 48
 - ...set up Outlook Web Access (OWA) for Exchange 2003? 48
 - ...set up Outlook Web Access (OWA) for Exchange 2007 / 2010?..... 49
 - ...set fontsize 11 (or each)?..... 49
 - ...use Variables \$MemberOf, \$OUb, \$OUc?..... 49
 - ...use Spezialvariables for fast results? 50
 - ...use Variable @@r2cOfFile? 50
 - ...check empty Variables and make replacements?..... 51
 - ...create multilingual Signatures from one template? 51
 - ...input data inside table-configuration?..... 52
- 23. Help and support..... 53



24.	Setting up the software through us or reseller	54
25.	Company profile.....	54
26.	Feedback and contact.....	55



1. FUNCTIONS AT A GLANCE

CI-sign provides your organization a unified appearance with regards to your customers and business-partners, by central administration of your auto-signatures in Outlook 2000/XP/2003/2007 as well as in Outlook Web Access (OWA)

This software not only keeps the legal registrations from the 1st January 2007, it also provides a worldwide distribution of your unified signature in a very short time.

Automatic distribution of unified signatures for reply and forward signature.

Use and advantages:

- central administration of your auto-signatures (and delegate users signatures)
- dynamic signatures with connection to Active Directory (Database will be provided)
- independent from Active Directory by database connection
- various signatures for reply forward signature
- distribution of signatures without changing the implemented signature
- supports different profiles
- insert logos to use it everywhere (Notebooks, Clients out of Domain)
- no installation necessary!
- no local administrator –rights necessary!
- unlimited opportunities for distribution (Script, Logon, GPO)
- supports various signatures (e.g. for groups)
- dynamic signatures (variables which delete empty lines automatically)
- Outlook Web Access signatures
- Cloud / Office 365 Signatures
- delivered with database (e.g. if no Active Directory available)
- Outlook Web Access Signatures
- self-defined variables with random select (e.g. for product information)
- dates for product announcements, fair dates, etc. (special variables)
- to forbid users the creation or changing of signatures
- to permit users the changing of signatures (XML interface)
- fast and experienced support for your questions
- Integrated editor for simply providing of collecting mains in HTM, RTF and TXT Format

Our Homepage for further Information and FAQ: <http://www.ci-solution.com> (Corporate Homepage)

We can mention it not often enough, therefore here again. We help you very gladly, if you have questions! It is conscious to us that a manual is often only flown over would probably require (usually for time reasons) and the entire possibilities with the software to describe here the double extent of this manual. We describe here exemplarily the possibilities, which make by combinations nearly boundless functions for the central control of signatures and E-Mail marketing.

At start-up of a new software, which still in addition no Setup requires, is partly something lack of understanding available. Perhaps it is „the simplicity “of start-up or also the fact that we do not fill evenly „the Registry“ with unnecessary values. Take to us with the word and announce yourselves you to us.

Thank you for choosing our software.

2. SET-UP

No installation on client or server necessary. ci-sign performs independently of Microsoft Exchange Server. Ci sign should be installed and configured on a local computer and then copied into the NETLOGON directory or your desired Domain Policy.

After the download unzip the zip-file (ci-sign.zip) on your local hard disk.

Files have to be unzipped completely. A direct execution of a single file from the zip-archive isn't possible.

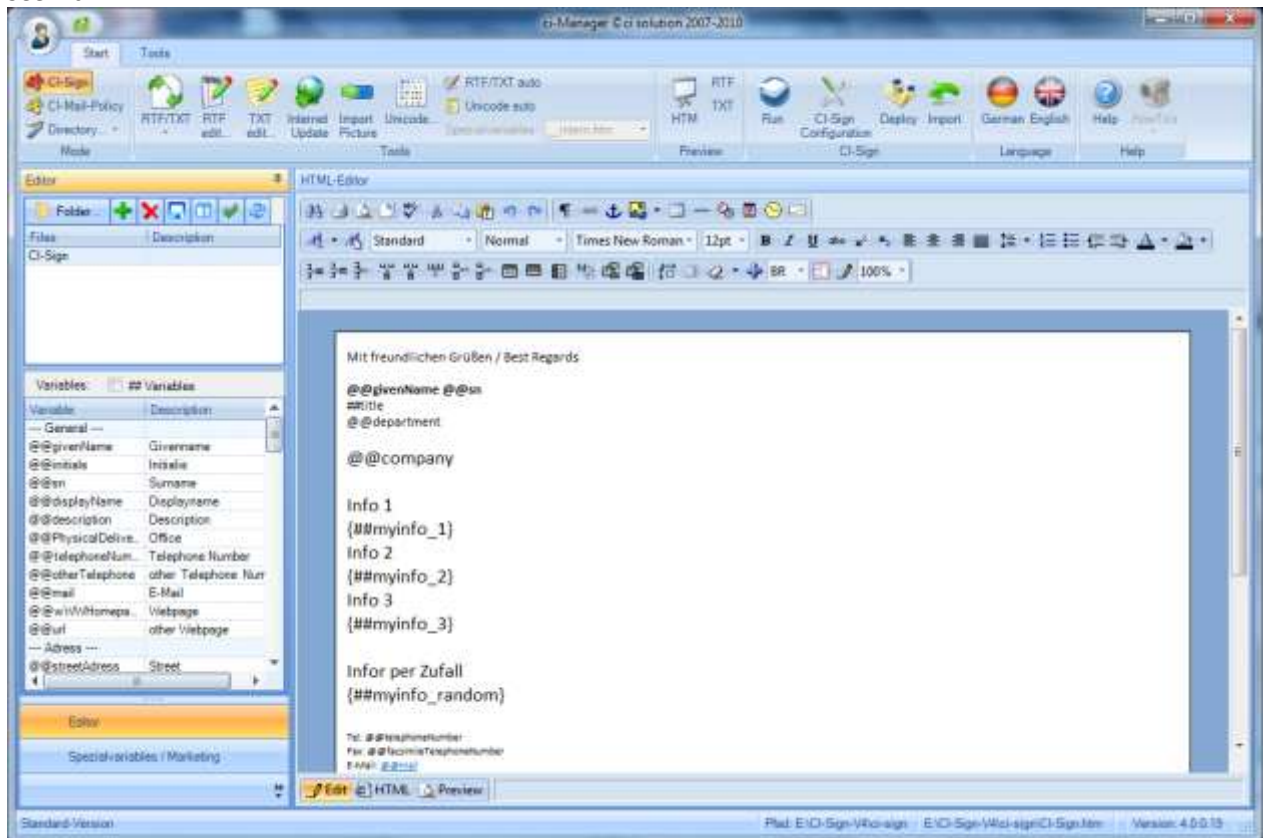
After unzipping ci-sign is ready to use! A template will be delivered which shows all data from Active Directory.

There are two sub-folders in the unzipped directory. CI-SIGN is the folder deployed over the graphical surface CI-MANAGER contents all files necessary for creating templates.

After unzipping the folder on your **local** hard disk (e.g. C:\) you will find the starting file start-local.vbs in the directory C:\ci-sign

Start-local.vbs starts the CI-manager where you can create or adjust your templates.

See Pic 1



CI-sign already contains a template. You can edit the template or create a new one.

You can do a first test with the delivered template and test the functionality of the software.



- Click the "RUN"-button (in the CI Sign group)
- Please close Outlook before clicking the "RUN" button and run it again.
- Be sure that Outlook is completely closed. By connection to TAPI Outlook often is "invisible".
- You can check that in the task-manager "Outlook.exe"

If you click new Email in your Outlook now the new signature will be already set.
Variables have been replaced by data from your Active Directory.

Creating a new signature template:

For creating a new signature template you can use the variables and special variables in the left window of the ci-manager.

First click the green cross for creating a new template and select a name for the template.

Now you can add text and variables to the editor.

By positioning the cursor inside the Editor and double-clicking the desired variable the variable will be set to the current cursor position in the editor.

Now you can create a template of your own desire

After that create the RFT and TXT templates by clicking the RFT/TXT button and save your template by clicking the disk button. You can check the RFT and TXT templates in the sub folder ci-sign (open with double click)

You can check the result immediately after saving the template. Therefore click the start button in the ci-manager. An additional start of Outlook is not necessary as long as you use the same template name

Prerequisites for this sample:

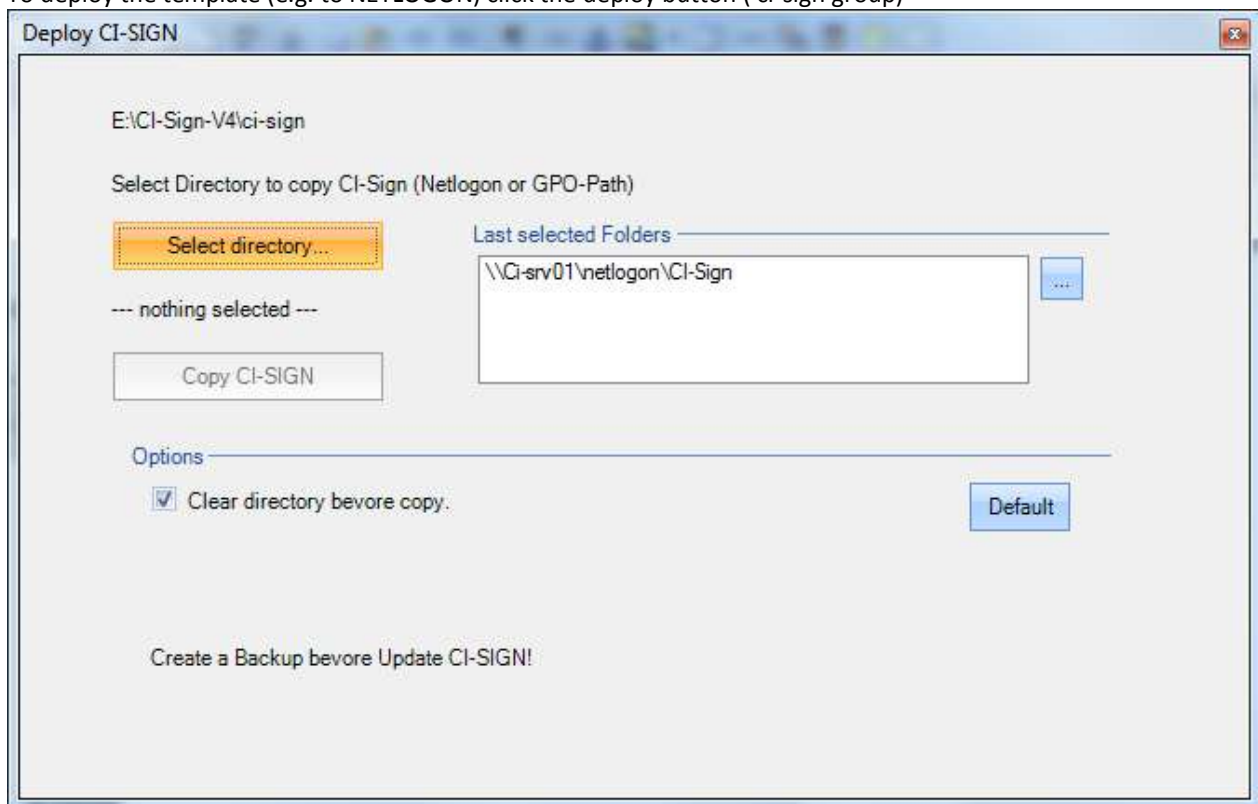
- A server with an Active Directory.
- Your computer is in the domain.

You will find further options, descriptions and samples in the chapter:

Configurations-Manager

In the Event-Log under Application you will find Entries about the proceeding of ci-sign.
Occurring Errors will be listed here. (See also Parameter /debug)

To deploy the template (e.g. to NETLOGON) click the deploy button (ci-sign group)

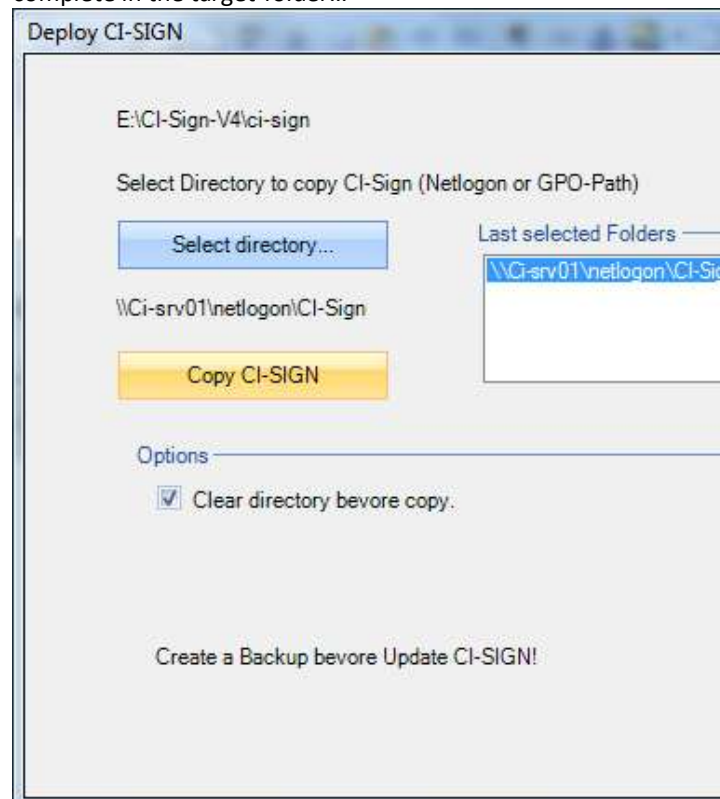


Click for the desired directory



If the folder CI-SIGN doesn't exist create one and choose the folder CI-SIGN. Click **OK**.

The button copy CI-SIGN is now active. Click **copy CI-SIGN**. The **CI-SIGN** folder is now complete in the target-folder...



Note: If you wish to deploy CI-SIGN by a domain policy do not create a subfolder in the domain policy!

Adjust your Login.bat or Login-Script by opening the Login.bat and run **CI-SIGN-NET.VBS** from there.

Sample: \\SERVERNAME\NETLOGON\CI-SIGN\CI-SIGN-NET.VBS

That's it! With your next Login the signature will be executed from all clients.



ATTENTION:



If the variable " @@demo" is not found in the signature template only the first name, initials and second name can be used.
Also dynamic ##variables and special variables can't be used in this demo version.
After ordering the software it can be changed into full version with a delivered serial key.
Then of course all variables can be used.

3. DISTRIBUTE OPTIONS

Principles: .Net Framework prevents the execution of files from a UNC-path.

The file **ci-sign-net.vbs** solves this "problem" by copying the files into the local user profile. These files then can be executed locally.

***Note:** To start a .NET program directly from a net drive, various settings have to be adjusted under the security guideline of .NET. **ci-sign.exe** has the required key to take a "strong name". Further information can be provided under <http://www.dokumente-mit-system.de/tools.htm>

If you don't want to make any adjustments to security line of .NET the program can be started with the included script: **ci-sign-net.vbs**. With this script no adjustment to your .Net Framework are necessary.

- The **ci-sign-net.vbs** can:
- be set in the domain policy. (recommended)
- be called in the start script (e.g. NETOLOGON-directory) (also recommended).
- be called with auto-start. (not recommended)

Copy the configured folder under NETLOGON and start **ci-sign-net.vbs** from the login script. If you don't want to copy the software with the deploy button to the desired drive you can find the configured folder in sub directory CI-SIGN from where you can copy the folder!

IN THE NETLOGON FOLDER (RECOMMENDED)

Copy the folder CI-SIGN as sub folder into the NETLOGON directory and open your start script (e.g. Login.bat) Edit the path to **CI-SIGN-NET.VBS** in the last line.

Sample: \\SERVERNAME\NETLOGON\CI-SIGN\CI-SIGN-NET.VBS

That's it.

The signatures you have just set will be deployed to all users working with the login script with their next logon.

INTO DOMAIN POLICY

Start your GPO editor on your server or by remote desktop.

In this sample "Default Domain Policy"... right mouse click... Edit...

(Recommendation: Save the signature in your domain policy under a significant name. e.g. CI-SIGN)

in the user configuration - Windows-settings - Scripts (Logon/Logout).

Double click Logon.

Show files...

You are in the folder ... \Logon

Copy all files from your local folder C:\ci-sign into the GPO folder.

Note: Save all the files directly in this folder! Don't create a sub folder! (exception: graphics)

Select "**CI-Sign-Net.VBS**" as file name and confirm the dialogue with "OK"

That's it.

The signatures you have just set will be deployed to all users of this domain policy with their next logon.



4. TECHNICAL BACKGROUND

CI-Sign supports your distribution of signatures under Outlook and Outlook Web Access (OWA)

These are two different Products but often regarded as one.

Outlook is local software. The signatures are file based and exist as HTM, RFT, and TXT templates in the profile directory of the current user.

OWA is only available with an Exchange Server. Exchange saves the signature in specified fields.

A short representation of the proceeding of CI-Sign, simplified and without parameters: (In a domain)

1. With the start of your computer you logon in your domain.
2. CI-SIGN is started by the start script or by the domain policy and identifies the user.
3. The user data is read from the Active Directory.
4. CI-SIGN loads the templates HTM, RTF and TXT and replaces the contained variables (@@variables, ## variables, special variables) by the data from Active Directory (Option: Database)
5. So a template-based, dynamic signature for each user will be created!
6. CI-Sign saves the templates according to their configuration in the profile directory.
7. Now the registry-settings will be adjusted, so that Outlook can use the according signature with the next start.
8. If OWA is activated the already created signature will be transferred to the Exchange Server.
The signatures are now available under OWA (internally and externally)





5. STARTPARAMETERS

In the command line (cmd) or from the Script files, which call ci-sign.exe you can use following parameters. Alternatively there are Script files, which facilitate the work for you thus to some parameters again. To use these parameters make CI-SIGN to a powerful tool with also most complex problem definitions. The parameters can be combined; these are here chronologically listed, not alphabetically! Most parameters can be set in GUI. If you call the parameters command line they are with higher priority than configured in GUI.

- **/?** – shows parameter dialogue... (here the software can also be managed.)
alternative: **_start.vbs**



- **/config** – shows configurations-manager (more details are following). Alternative: **config.vbs**
- **/info** – information about support and different version
- **/debug** – additional information
information: The course will be shown in the **event-viewer** under **applications**.
(start – settings – administration – event-viewer)
Starting the software with / debug leads to detailed information.
- **/nosplash** – fades out starting screen.
While executing ci-sign a small screen with information about user and registration is shown. This parameter suppresses the screen. The user has no knowledge of the execution of ci sign.
- **/Domain:CI-SERVER** additional opportunity to get access to Active Directory from (e.g. Novell-networks).
- **/lcm** – LowerCaseMailAddress – forces e-mail adress in small letters.
- **/user:username** – opportunity for active user to write the signature
- **/output:C:\Signatur** – name output-list, e.g. for previous issue (/user:xx)
- **/input:C:\Signatur** – path to signature directory.
- **/ioc** –IgnoreOutlookCheck
the software doesn't check if Outlook is installed
If only Outlook Web Access is used the software will be stopped because Outlook is not installed
Admin-advice: Sometimes the entry: "Outlook Application" is missing under HKEY_CLASSES_ROOT.
The software is guided by this key. The key can be set manually or can be ignored with this parameter.
- **/lss:template (without Extension!)** – sets template name of OWA signature
Admin-advice: parameter /ioc ignores Outlook Check. If no Outlook is installed (e.g. use of Outlook Web Access) the name of the last signature will be empty. With this parameter the template for Outlook Web Access can be set.
- **/db:\Server\Netshare** – path to database if no Active Directory is used.
- **/RtfTag:\par** additional use of RFT tags for line break.



Admin-advice: For converting
 tags from HTML files into RTF format the parameter /line is used. Here you can set another parameter for linebreak in RTF.

- **/template:template (without Extension!)** – uses only named template from different ones
- **/edit** – shows dialogue where the user can change data.
see: XML interface
- **/admin** – shows dialogue where the administrator can watch user data and rewrite them back into Active Directory. see: XML interface (pay attention to the parameter conditions!)
- **/xml:xml-Datei** – sets template file as parameter. e.g. /xml:CI-Sign-ag.xml
- **/iaa** – activates one signature for all accounts.
- **/noadexit** - closes ci-sign without changing the signature when no Active Directory has been found.
- **/createxml** – creates user XML file.
- **/userxml** – uses user XML file.
- **/useMSEProfilName** – uses the name set as user name in "Microsoft Exchange Server" profile (Registry)
- **/aip:Text** – AddImagePath adds given text with the String

With this option activated the sub-folder can be deployed to the clients (see parameter /aip:Text)

One Signature for all Accounts (Standard=activated)

Sets one signature for all accounts...(New and reply-forward signature are set with same values (brackets show the set signature if more signatures are existing)

... otherwise you can set up to 18 accounts.

1.)

One Signature for all Accounts - Template: (CI-Sign)

Do not allow User to change these Settings (Outlook 2003)

Account:	New Signature	Reply-Forward Signature
1: Microsoft Exchange Server	CI-Sign	CI-Sign
2: pop.domain.com	MeineSignatur	MeineSignatur
3:	<nothing>	<nothing>
4:	<nothing>	<nothing>
5:	<nothing>	<nothing>

1.1 Sets signature for "Microsoft Exchange Server" account

1.2 Sets different signature for "pop3.pop.domain.net" account

2.)

One Signature for all Accounts - Template: (CI-Sign)

Do not allow User to change these Settings (Outlook 2003)

Account:	New Signature	Reply-Forward Signature
1: *	CI-Sign	CI-Sign
2:	<nothing>	<nothing>
3:	<nothing>	<nothing>
4:	<nothing>	<nothing>
5:	<nothing>	<nothing>

2.1 Deploys all signatures, sets signature in line 1 as default

Please use "*" for this option

3.)

One Signature for all Accounts - Template: (CI-Sign)
 Do not allow User to change these Settings (Outlook 2003)

Account:	New Signature	Reply-Forward Signature
1: *	CI-Sign	CI-Sign
2: \$MemberOf=Administration	MeineSignatur	MeineSignatur
3: \$MemberOf=Sales	SalesSignature	SalesSignature
4:	<nothing>	<nothing>
5:	<nothing>	<nothing>

3.1 Deploy all signatures, sets default signature for user group "administration"(Line 2)

3.2 Deploy all signatures, sets default signature for user group "distribution" (Line 3)

Important: when working with \$MemberOf, a group membership for each user must be set as primary group!
 If not users will have access problems (limited by Microsoft)

You can mix the parameters "*" und "\$MemberOf="!

Sample:

 Line 1 = "*" --> **Attention!!!** The parameter "*" can only be set in line1!

Line 2 = "MemberOf=administration"

Line 3 = "MemberOf=sales"

The signatures set with "*" are deployed for all users.

Another one will be set for the "administration" group.

Another one will be set for the "sales" group.

4.)

One Signature for all Accounts - Template: (CI-Sign)
 Do not allow User to change these Settings (Outlook 2003)

Account:	New Signature	Reply-Forward Signature
1: *	<default>	<default>
2:	<nothing>	<nothing>
3:	<nothing>	<nothing>
4:	<nothing>	<nothing>
5:	<nothing>	<nothing>

The parameter <default> deploys the signature, but doesn't set it in Outlook.

Sample:

You are deploying several signatures but you don't want to set one as default. Each user should be able to choose from different signatures

--> it won't be checked if the set signature actually exists!

You can use this Variables, too: (see chapter How to... ..?)

\$MemberOf=<ADGroup>
\$OUb=<OU-Base>
\$OUc=<OU-contains>
\$OUe=<OU-exacts>
\$OUx=<OU-contains> = String compare
\$PopEMail=<Pop-E-Mail-Adress>

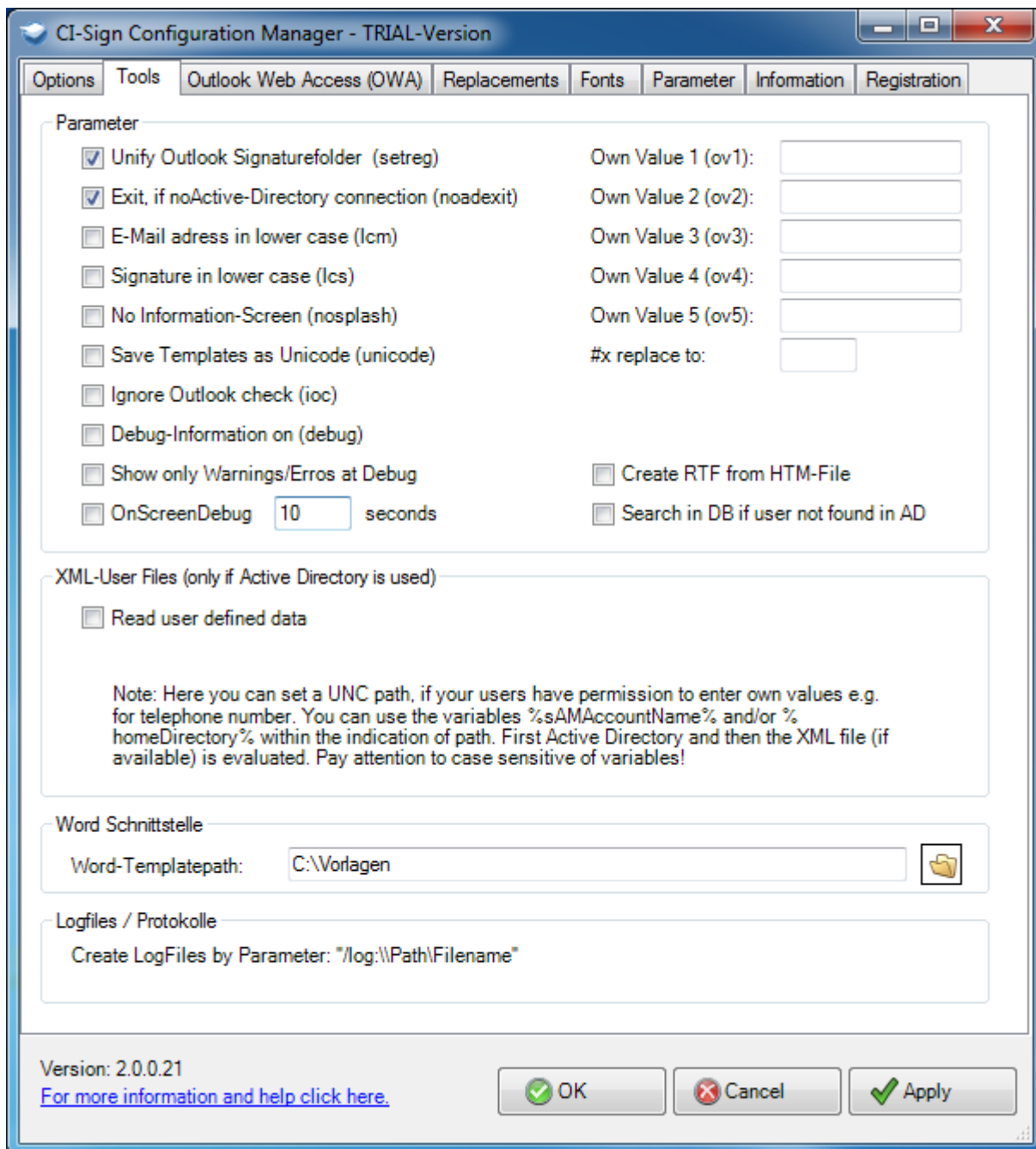
Only deploy Signatures if user is in Group

Signatures only will be deployed if the user is member of the active directory group.

Thereby also most complex requirements can be converted! I think that the entrance examples should be sufficient here. A more extensive manual deters also in or others. Inquire thus also for this, if you need complex distributions.



TOOLS



Many Parameters are now inside the GUI. They can be used as Parameters like before. See description under startparameters

We will describe further parameters here soon. The new possibilities are here described:

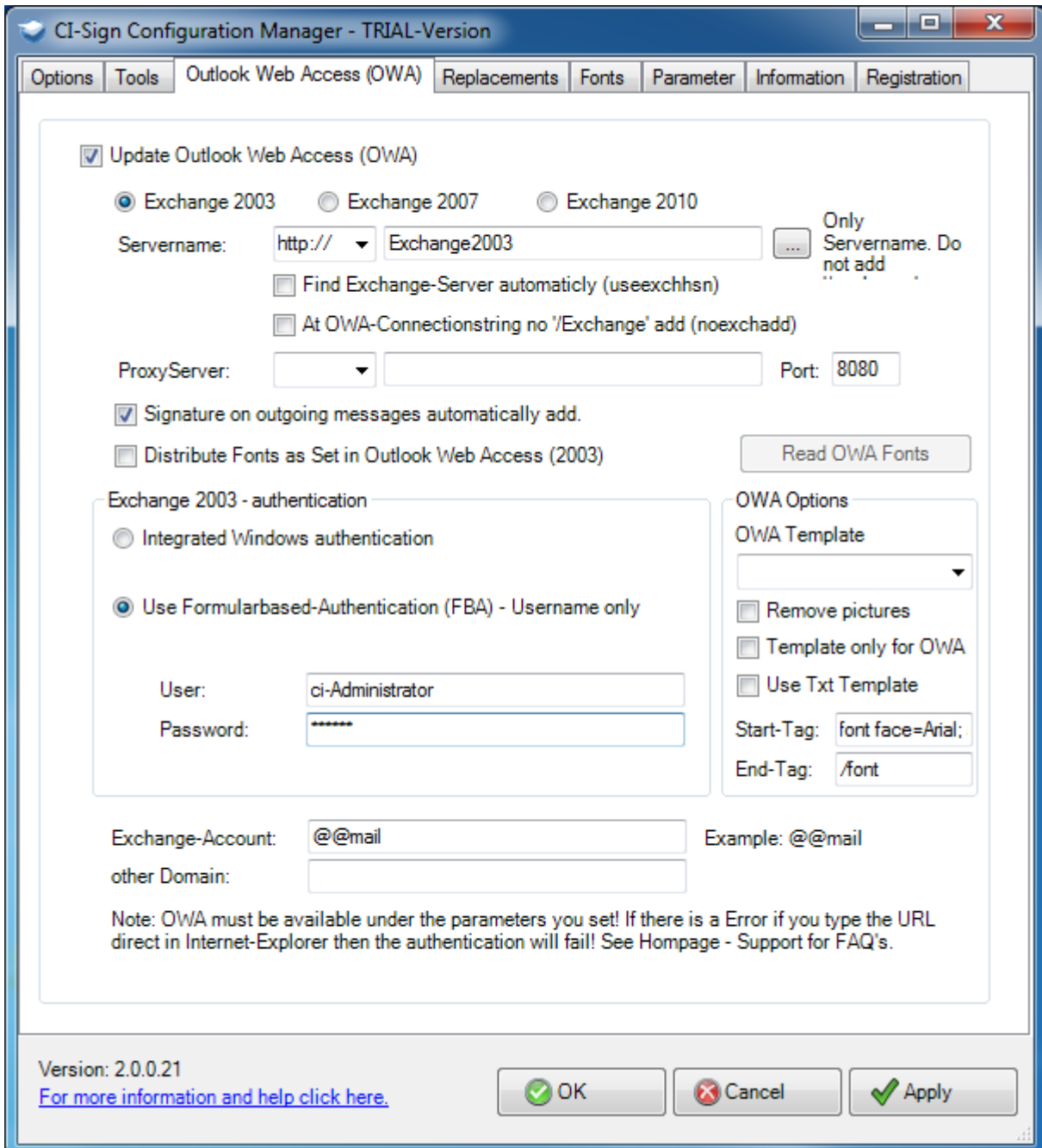
Show only Warnings/Errors as Debug – Fades out information. The events are written into the event announcement - applications. Under Windows Vista/7 can be it that the software must be implemented once as administrator! Right mouse button on the CI-Sign.exe and... as administrator implement. Then the software in the event announcement registers itself and indicates in the future also during the normal execution the events.

OnScreenDebug – fades in after the execution of the software X seconds on the left top of screen a Icon. If this is clicked, the internal Debug is shown. After x seconds the Icon is removed and the software is terminated.

XML-User Files

If the user has the permission to change settings the UNC-PATH were the files are located must be named. Writing/Reading access for users must be available! (see XML interface)

OUTLOOK WEB ACCESS



The screenshot shows the 'Outlook Web Access (OWA)' configuration window. The 'Update Outlook Web Access (OWA)' checkbox is checked. Under 'Exchange 2003', the 'Exchange 2003' radio button is selected. The 'Servername' field contains 'http:// Exchange2003'. There are checkboxes for 'Find Exchange-Server automaticly (useexchhsn)' and 'At OWA-Connectionstring no '/Exchange' add (noexchadd)'. The 'ProxyServer' field is empty and the 'Port' is set to '8080'. The 'Signature on outgoing messages automatically add.' checkbox is checked. There is a 'Read OWA Fonts' button. Under 'Exchange 2003 - authentication', the 'Use Formularbased-Authentication (FBA) - Username only' radio button is selected. The 'User' field contains 'ci-Administrator' and the 'Password' field contains '*****'. On the right, under 'OWA Options', there is an 'OWA Template' dropdown menu and checkboxes for 'Remove pictures', 'Template only for OWA', and 'Use Txt Template'. The 'Start-Tag' is 'font face=Arial;' and the 'End-Tag' is '/font'. At the bottom, there are 'Exchange-Account' and 'other Domain' fields, with an 'Example: @@mail' shown. A note at the bottom states: 'Note: OWA must be available under the parameters you set! If there is a Error if you type the URL direct in Internet-Explorer then the authentication will fail! See Homepage - Support for FAQ's.' The window footer shows 'Version: 2.0.0.21' and a link 'For more information and help click here.' along with 'OK', 'Cancel', and 'Apply' buttons.

Update Outlook Web Access (OWA) (Standard = not activated) - Please also enter OWA auto-signature.

Servername or IP -- protocol-type, server name or IP-address of Exchange-Server.

Proxyserver or IP – protocol-type, server name or IP-address of Proxy-Server.

Note: Leave all fields empty if no Proxy-Server is used!

Signature on outgoing messages automatically add

Checkfield is set under Outlook Web Access options.

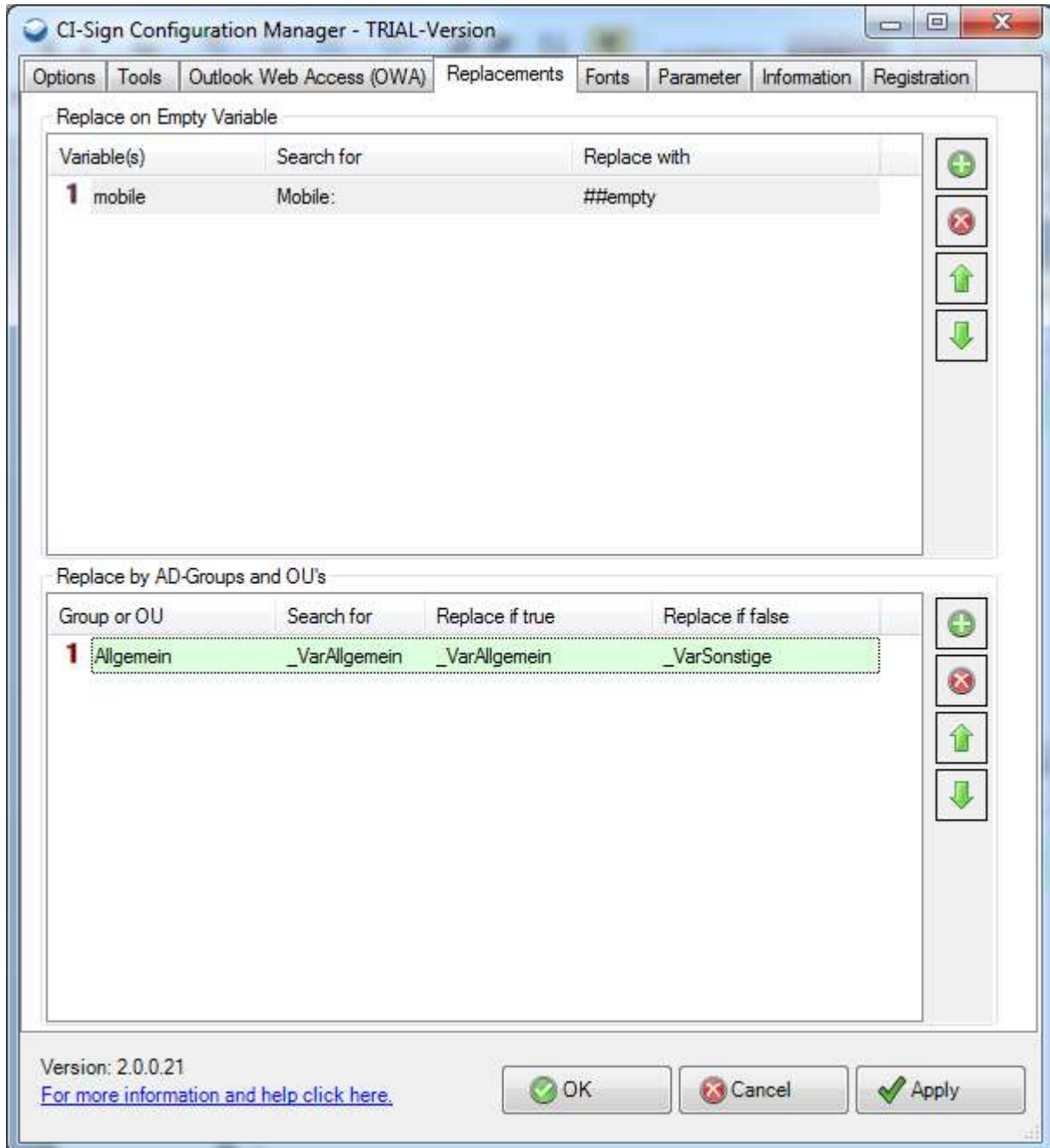
OWA - Template - this is necessary for „the initialization of a template (see parameters: lss) if e.g. only for OWA signatures to be provided are.

Remove Pictures – Remove intern linked Pictures. Therefor is set alternate Text!

Template only for OWA – the template is just used for OWA verwendet (deleted after process.) see Parameter /owa:Signatur. Ist also not selectable in Outlook..

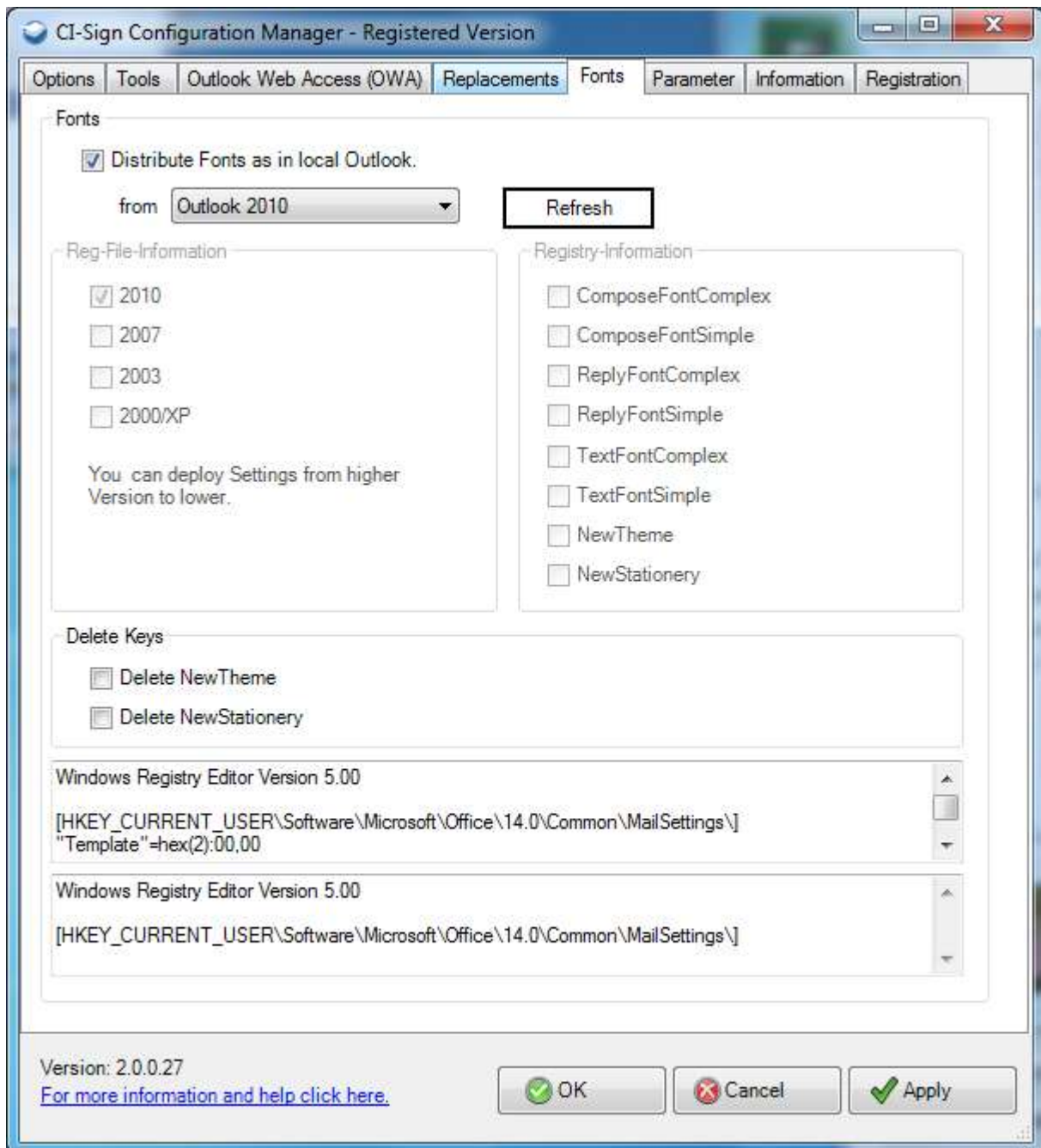
Use TXT Template – Use Text Template for OWA.

REPLACEMENTS



We will describe this procedure in detail soon.

FONTS



Distribute Fonts as in local Outlook.

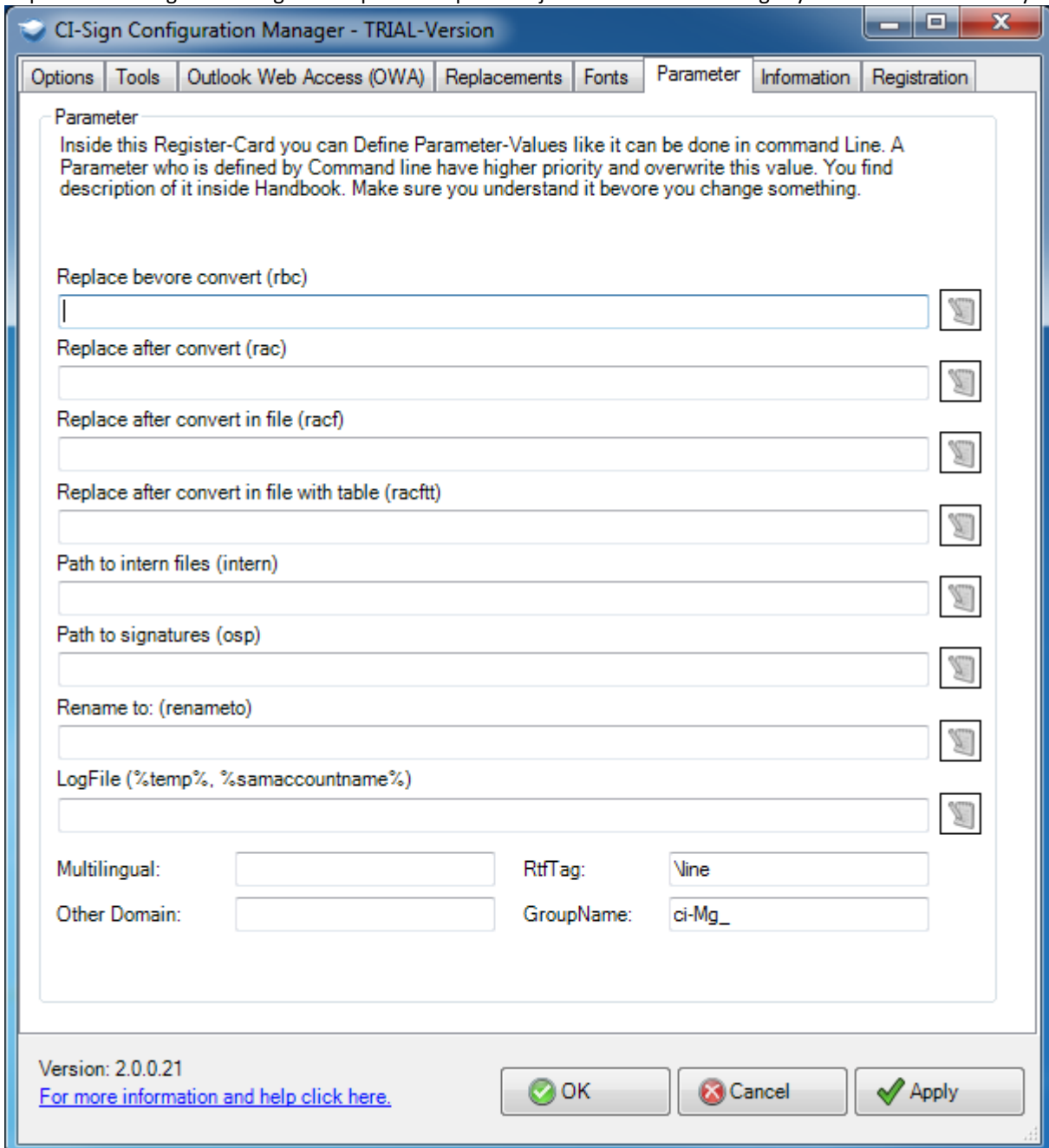
Distributes font settings which are adjust in local Outlook.

Adjust the desired fonts, stationery and design in your Outlook.

Select your Outlook version in this form and click on update. It set registry are displayed according to values as information. The options clear design theme and stationery can centrally set whether to delete these values by ci-sign.

PARAMETERS


Important: Settings in this register map are for special adjustments! Before changes you examine if necessary!





CI-Sign Configuration Manager - TRIAL-Version


Options | Tools | Outlook Web Access (OWA) | Replacements | Fonts | **Parameter** | Information | Registration


Parameter
 Inside this Register-Card you can Define Parameter-Values like it can be done in command Line. A Parameter who is defined by Command line have higher priority and overwrite this value. You find description of it inside Handbook. Make sure you understand it before you change something.


Replace before convert (rbc) 


Replace after convert (rac) 


Replace after convert in file (racf) 

Replace after convert in file with table (racftt) 

Path to intern files (intern) 

Path to signatures (osp) 

Rename to: (renameto) 

LogFile (%temp%, %samaccountname%) 

Multilingual: RtfTag:

Other Domain: GroupName:

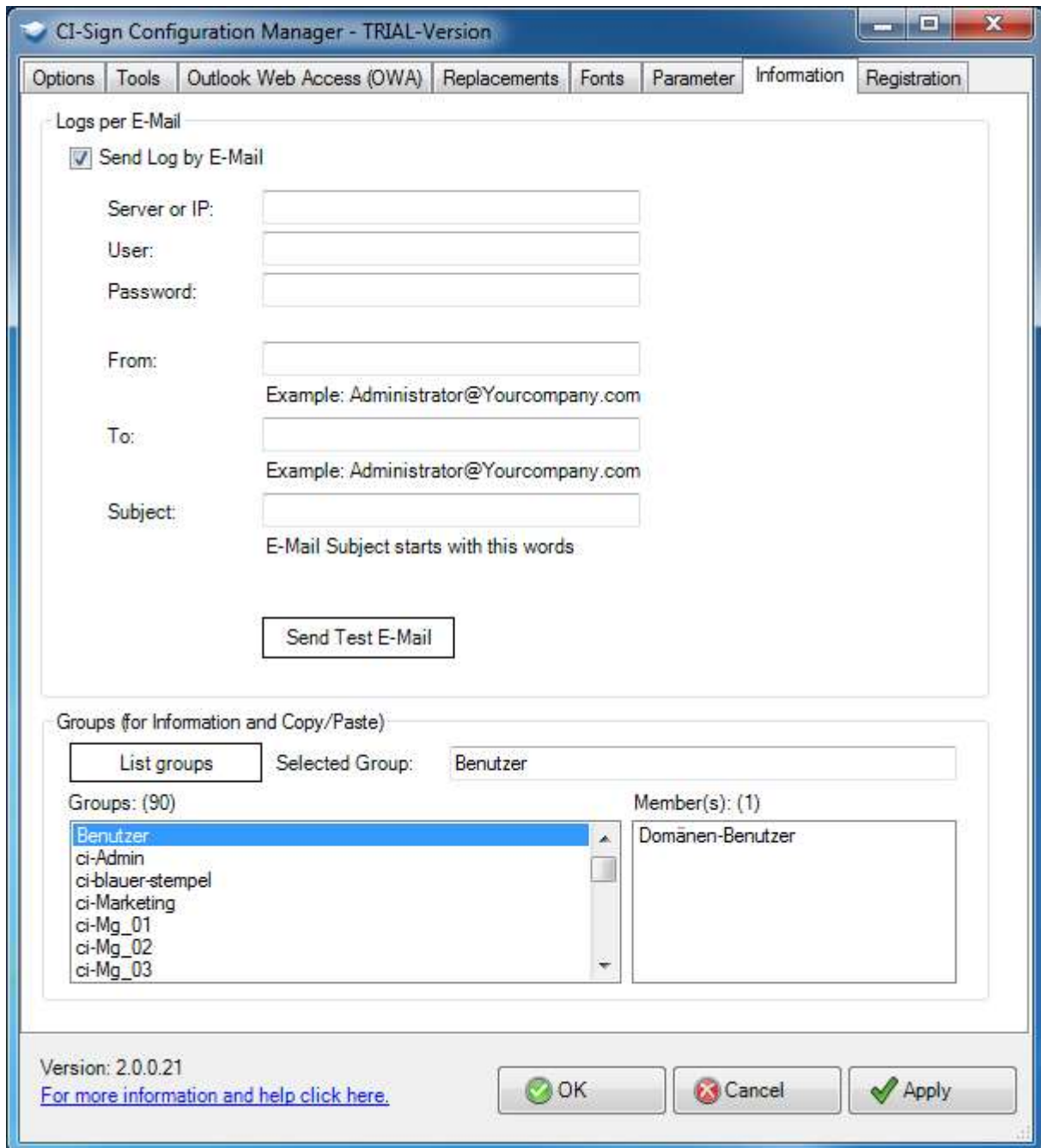
Version: 2.0.0.21
[For more information and help click here.](#)

See Chapter Startparameters.

Multilingual:

See Chapter How to... create multilingual Signatures:

INFORMATION



CI-Sign Configuration Manager - TRIAL-Version

Options Tools Outlook Web Access (OWA) Replacements Fonts Parameter Information Registration

Logs per E-Mail

Send Log by E-Mail

Server or IP:

User:

Password:

From:
Example: Administrator@Yourcompany.com

To:
Example: Administrator@Yourcompany.com

Subject:
E-Mail Subject starts with this words

Send Test E-Mail

Groups (for Information and Copy/Paste)

List groups Selected Group: Benutzer

Groups: (90)

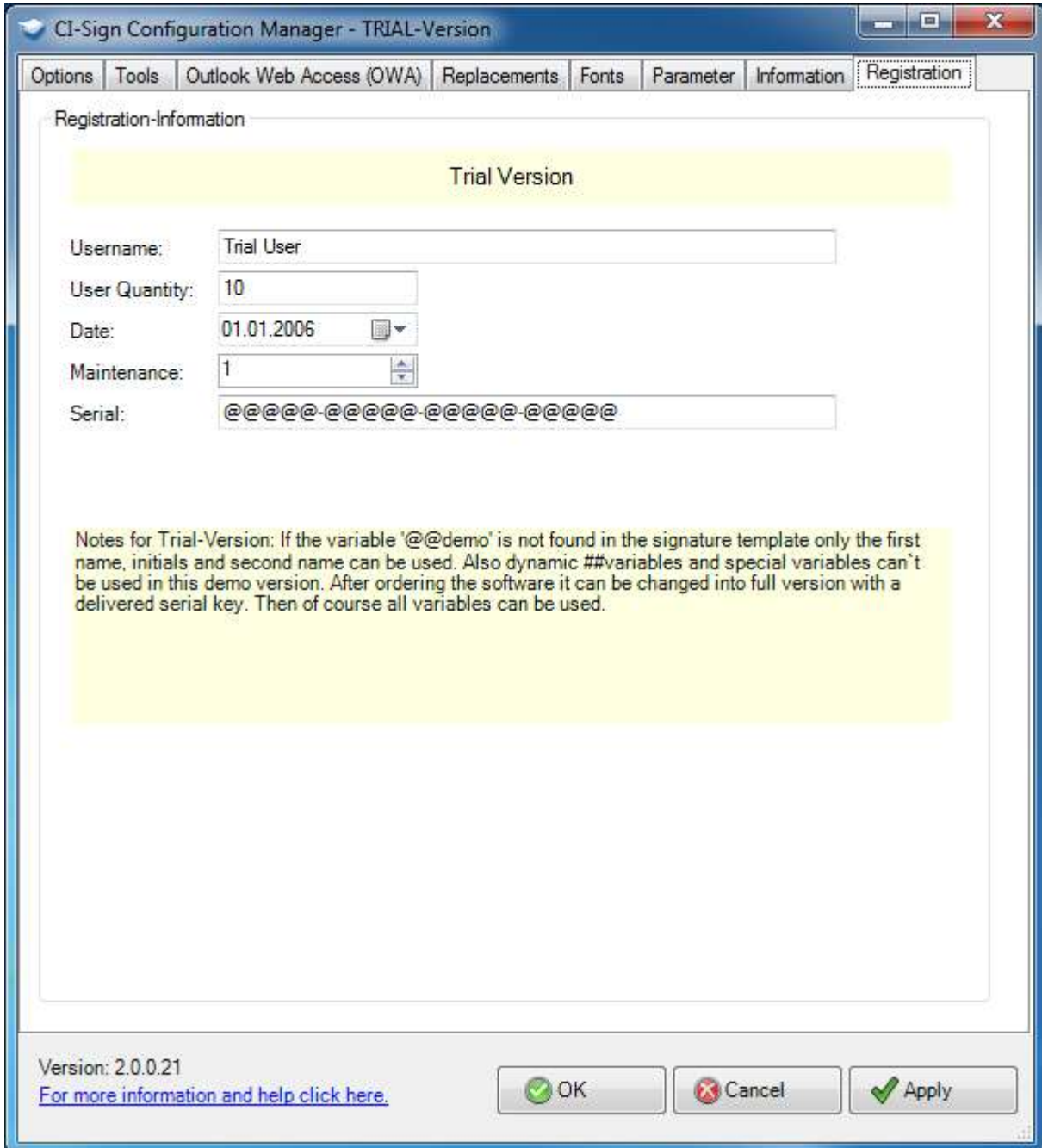
Benutzer	Member(s): (1)
ci-Admin	Domänen-Benutzer
ci-blauer-stempel	
ci-Marketing	
ci-Mg_01	
ci-Mg_02	
ci-Mg_03	

Version: 2.0.0.21
[For more information and help click here.](#)

OK Cancel Apply

Here you can activate report for automatic processes like: /pfimport, /autoadmin, /pfautoimport
 You can activate it through Parameter, too: /auto

REGISTRATION



CI-Sign Configuration Manager - TRIAL-Version


Options | Tools | Outlook Web Access (OWA) | Replacements | Fonts | Parameter | Information | **Registration**


Registration-Information

Trial Version

Username:

User Quantity:

Date: 

Maintenance: 

Serial:

Notes for Trial-Version: If the variable '@@demo' is not found in the signature template only the first name, initials and second name can be used. Also dynamic ##variables and special variables can't be used in this demo version. After ordering the software it can be changed into full version with a delivered serial key. Then of course all variables can be used.

Version: 2.0.0.21
[For more information and help click here.](#)

After ordering the software you will get a license-key. If you enter the license-key correctly „Registered for“ will appear under the trial version by clicking <Apply>



7. @@ VARIABLES

For demo version only first-name, initials and second-name are available!

In "variable" you can set the following variables.

They will be replaced by data from Active Directory.

Note: Copy the variables directly from the list to avoid mistakes.

Tab english Register deutsch	Label english Beschriftung deutsch	Attributname	Variable
General Allgemein	First name Vorname	givenName	@@givenName
	Initials Initialen	initials	@@initials
	Last name Nachname	sn	@@sn
	Display name Anzeigename	displayName	@@displayName
	Description Beschreibung	description	@@description
	Office Büro	PhysicalDeliveryOfficeName	@@PhysicalDeliveryOfficeName
	Telephone number Rufnummer	telephoneNumber	@@telephoneNumber
	Other Telephone number Andere Rufnummern	otherTelephone	@@otherTelephone
	E-mail E-Mail	mail	@@mail
	Web page Webseite	wWWHomepage	@@wWWHomepage
	Other Web pages Andere Webseite	url	@@url
Address Adresse	Street Strasse	streetAddress	@@streetAddress
	P.O. Box Postfach	postOfficeBox	@@postOfficeBox
	City Stadt	l	@@l
	State/province Bundesland / Kanton	st	@@st
	ZIP/Postal code PLZ	postalCode	@@postalCode
	Country/region Land / Region	CO	@@CO
Account Konto	User logon name Benutzeranmeldename	UserPrincipalName	@@UserPrincipalName
	User logon name (pre-Windows 2000) Benutzeranmeldename (Nt 3.5x / 4.0)	sAMAccountName	@@sAMAccountName
	Log On To Anmelden	logonWorkstations	@@logonWorkstations
Profile Profil	Profile path Profilpfad	profilePath	@@profilePath
	Script path Anmeldeskript	scriptPath	@@scriptPath
	Home Folder local Path / Connect to Basisordner lokaler Pfad / Verbinden von UNC (Pfad)	homeDirectory	@@homeDirectory
	Connect to (Driveletter) Basisordner verbinden von (Buchstabe)	homeDrive	@@homeDrive
Telephones Rufnummern	Home Privat	homePhone	@@homePhone
	Other Home Andere Privat	otherHomePhone	@@otherHomePhone
	Pager Funkruf	pager	@@pager
	Other Pager Andere Funkruf / Pager	otherPager	@@otherPager



	Mobile Mobil	mobile	@@mobile
	Other Mobile Andere Mobil	otherMobile	@@otherMobile
	Fax Fax	facsimileTelephoneNumber	@@facsimileTelephoneNumber
	Other Fax Andere Fax	otherFacsimileTelephoneNumber	@@otherFacsimileTelephoneNumber
	IP phone IP-Telefon	ipPhone	@@ipPhone
	Other IP phone Andere IP-Telefon	otherIpPhone	@@otherIpPhone
	Notes Anmerkung	info	@@info @@info_Enter (berücksichtigt Zeilenumbrüche) Info00 bis info09 Liest Zeilenweise aus dem Anmerkungsfeld
Organization Organisation	Title Anrede	title	@@title
	Department Abteilung	department	@@department
	Company Firma	company	@@company
	Manager Vorgesetzte(r)	manager	@@manager
Member of Mitglied von	Member of Mitglied von	memberOf	@@memberOf
	Primary group Primäre Gruppe	primaryGroupID	@@primaryGroupID
Further Attributes Weitere Attribute	cn cn	cn	@@cn
	distinguishedName distinguishedName	distinguishedName	@@distinguishedName
	Language Sprache	c	@@c
Extendet Attributes Erweiterte Attribute	xData1 unter Exchange sind diese Felder die extensionAttribute 1..15.	xData1	@@xData1
	xData2	xData2	@@xData2

	xData15	xData15	@@xData15
UserDefined	ov1 bis ov5	Parameter	Parameter
empty	@@empty / ##empty	Immer gelöschte Variable	z.B. für Ersetzungen
r2cOfFile	@@r2cOfFile	Spezielle Variable	Nimmt die letzten 2 Zeichen des Dateinamen an.
employeeType	@@ employeeType	AD-Variable unsichtbar	
personalTitle	@@personalTitle	AD-Variable unsichtbar	
empty	@@empty / ##empty	Immer gelöschte Variable	z.B. für Ersetzungen
r2cOfFile	@@r2cOfFile	Spezielle Variable	Nimmt die letzten 2 Zeichen des Dateinamen an.

Tip: Copy the variables directly in the HTM template. Then you do have no spelling errors.

Note: Variables are case sensitivity.



8. ## VARIABLES

All named @@variables can be set as ##variables.

If the variable is empty the complete line will be deleted.

Sample:

mobile: <nothing>

The complete line will be deleted!

For using ##Variablen it is important that signatures don't contain unnecessary tags. We recommend the use of a HTM editor like MS-Frontpage.

**In the HTM-Formate only
 tags can be used for linebreak.**

**(
 must be written in lower case letters!)**

```
<font size="2" face="Arial">
  <br />
  Tel: @@telephoneNumber
  <br />
  Mobile: ##mobile
  <br />
  E-Mail: @@mail
  <br />
  <br />
</font>
```

In the RTF-format a line break must be defined with /line. (Should be created by HTM file)

The ci-manager considers the requirements! If you like to work with other editors (FrontPage, Expression Web etc.), consider please those specifications!

9. @@EMPTY / ##EMPTY VARIABLE

They can e.g. also begin for certain searches and replacing for replacing instead of „(empty) „empty “variables. Thus you have „more intelligent “replacement possibilities, there after @@Variable e.g. always also the blank is removed, if the value is empty, and/or. with ##empty the variable always the complete line one deletes. Examples for it you find under register map „other “

10. CONFIGURE STATISTIC

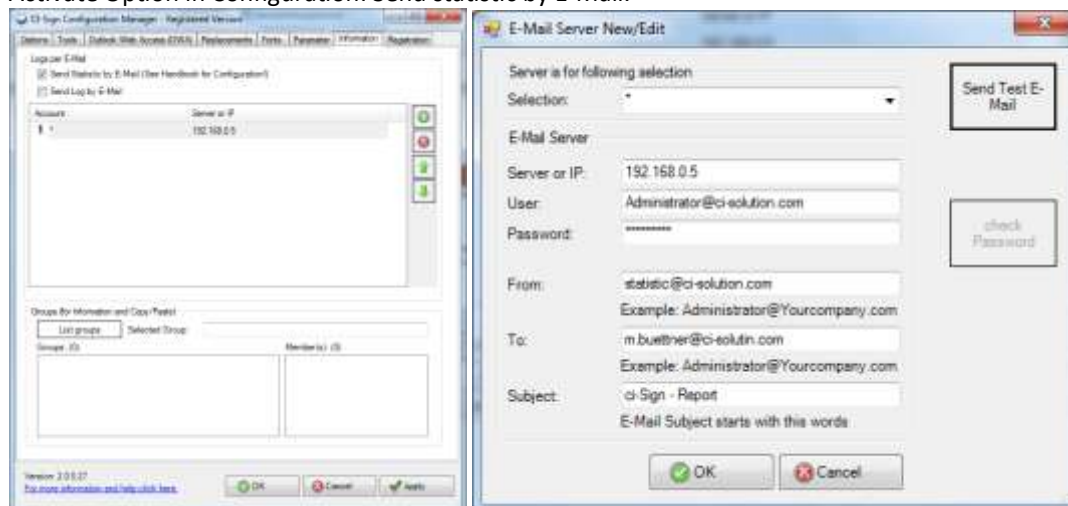
In conjunction with the given CI sign option send statistics email can in CI Manager received an evaluation displays the status of execution over different periods of time.

Why do we go about a mailbox?

Perhaps you know that CI sign haven't write dependencies to anywhere. So we can get away in complex environments without additional rights. So that it stays that way CI sign sent its status via E-Mail.

So set up a mailbox. You can use an existing user.

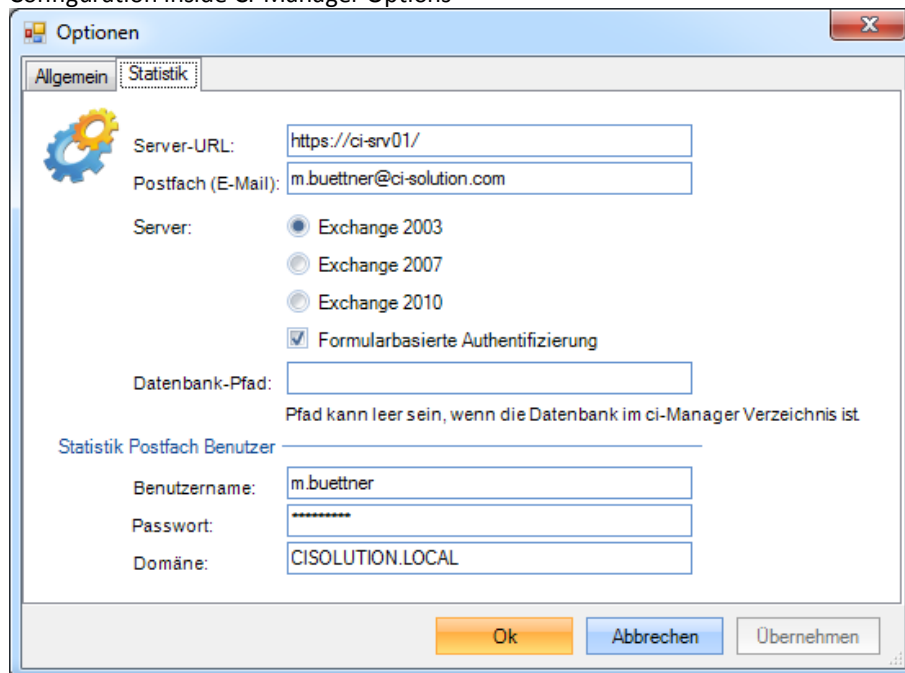
Activate Option in Configuration: Send statistic by E-Mail.



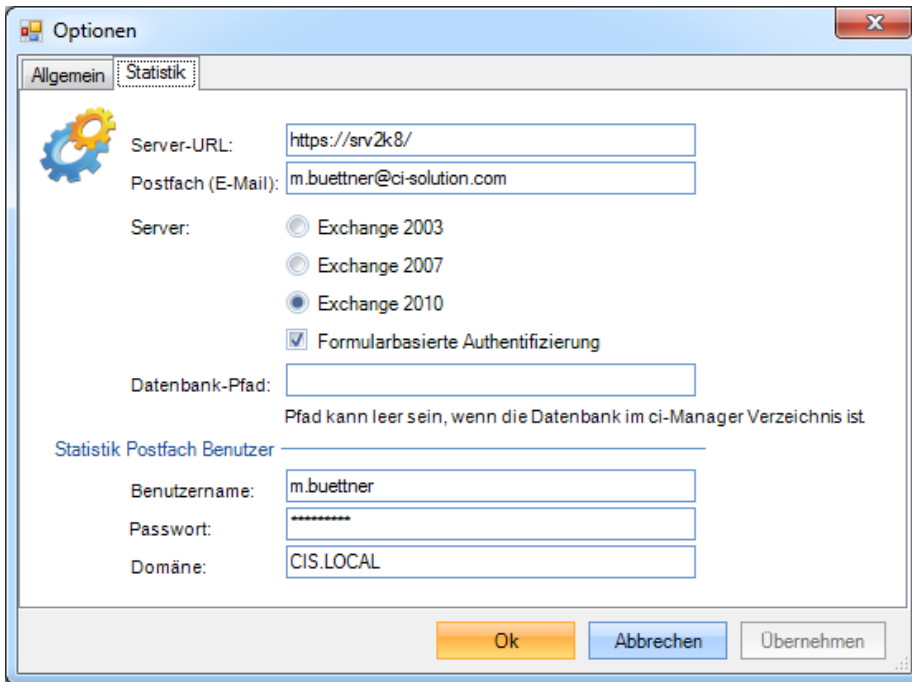
Screenshot: Configuration Information Screenshot: Server configuration.

In Selection you can select * (All users) or you can different by Groups or OU's the current Server settings to send the E-Mail statistic

Configuration inside CI-Manager Options



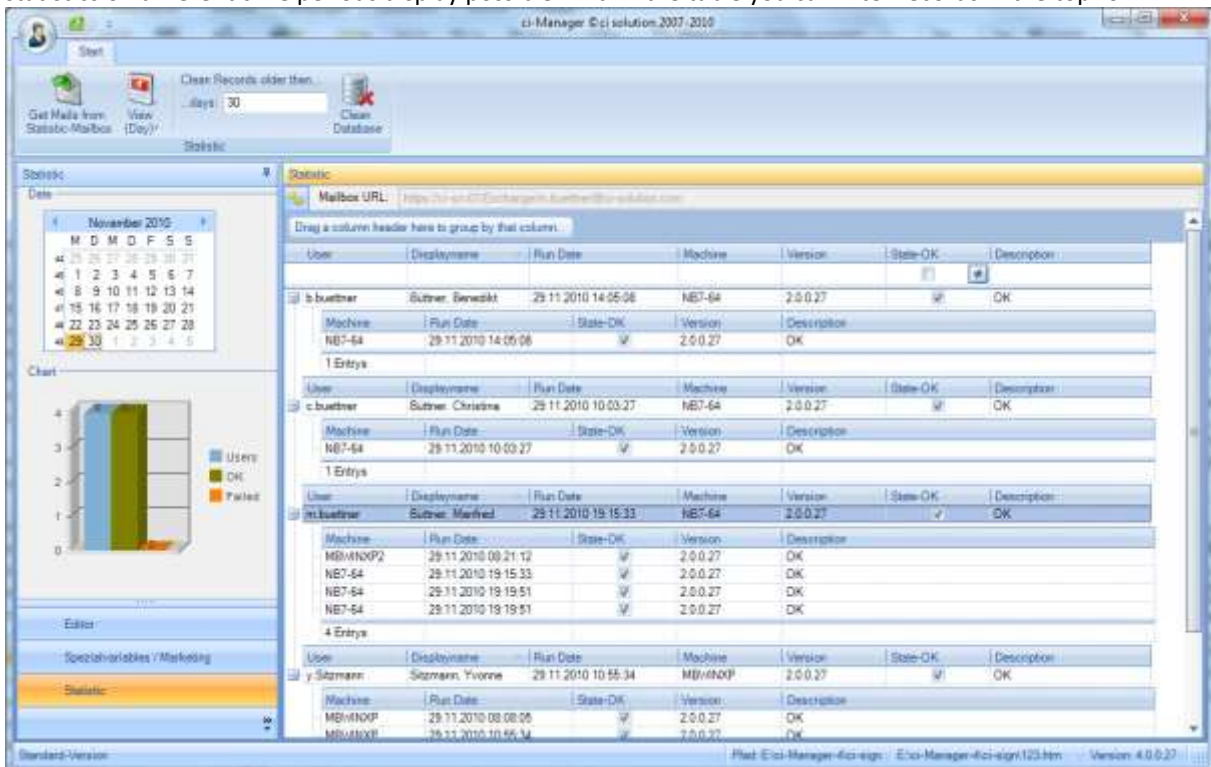
Screenshot: Server settings for Exchange 2003/2007 Mailbox.



Screenshot: Server settings for Exchange 2010 Mailbox.

A tool for the evaluation is now under statistics.

Pick up messages from the mailbox statistics. These are then evaluated and clearly displayed. You have also the statistics on different time periods display possible. Within the table you can filter records in the top row.

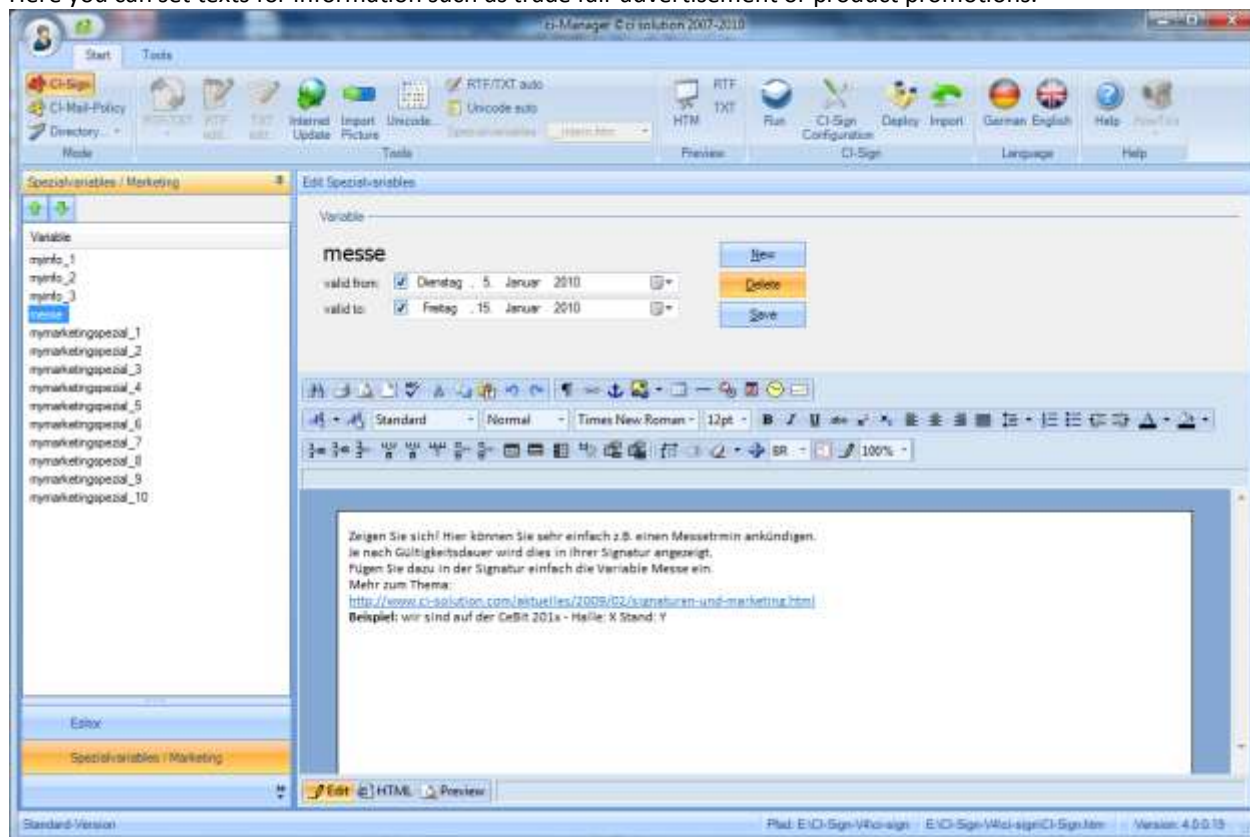


Screenshot: Statistic in CI-Manager.

11. CAMPAINS / MARKETING / SPEZIALVARIABLES

The Manager (fig. 1) shows left the special variables tab at the bottom.

Here you can set texts for information such as trade fair advertisement or product promotions.



As well as the signature itself, CI-Sign also gives you the option of announcing a trade fair date or advertising products and services. Every outgoing email will have a guaranteed insert. It's not hard to work out what you would have to pay for a service to provide such inserts. Just calculate the number of users multiplied by the average number of outgoing emails.

A realistic amount would be 5 cents per insert / click, which you would then have to multiply by the number of outgoing emails.

Here are a few examples of applications:

Basic procedure:

a). To create a new variable or change existing ones, change on the left side of CI-Manager to "Special variables/Marketing".

b.) You can set a period of validity for EVERY variable.

(If no date is given, the variable is always valid.)

There is the option of defining a start date, an end date or both.

In Editor, you can format the text to go with your variable according to your wishes.

Graphics can of course also be inserted.

1. ANNOUNCEMENT OF A TRADE FAIR DATE.

Let's take CEBIT as an example.

Create a new variable, "trade fair," in CI-Manager (if it doesn't already exist).

Now you can add a text.

E.g. We will be at CEBIT from 03.03 - 08.03.2009 in Hall 01 Stand 01.

If required, add a picture and set an end date: 09.03.2009

Click on Save.

Now, in Editor, change back to your signature.

On the left-hand side you'll find the list of variables. Scroll down within the list. The special variables are displayed here.

Set the cursor in your signature at the point where you want to insert the trade fair information. Double click on the variable (##trade fair). This will now be inserted and if you have not entered a start date will be displayed immediately. From the 09.03.2009 the variable will no longer be valid and will therefore no longer be displayed.

You do not need to pay any further attention to the variable until the next trade fair is on the horizon. Save your signature and after a test distribute it once more. The new signatures will now be used in your company.

2. ADVERTISE PRODUCTS AND SERVICES

Let's stay with these examples and advertise 3 products or services at random.

We need the variables ##myInfo_1, ##myInfo_2, ##myInfo_3

Enter a corresponding validity period.

Process the corresponding variables with the text and save these.

Now switch back to Editor and enter the following variable: {##myInfo_random}

CI-Sign will now proceed as follows:

The valid variables will be entered.

If more than one variable is valid, one will be selected at random and positioned in the corresponding place.

3. COMBINE VARIABLES WITH ACTIVE DIRECTORY DATA.

Let's assume that you have two branches or companies and want to create different managing directors, disclaimers or advertising.

To do this, you can combine variables with active directory data.

In the active directory, for example, you have, for the users, added for the value "Town/City" under "Address" (Variable @@!) Munich or respectively Berlin.

In CI-Manager, change on the left side to "Special variables/Marketing".

Create two new variables: myDisclaimer_Munich and myDisclaimer_Berlin.

Enter the corresponding text and save.

Switch to Editor and enter the following variables: {##myDisclaimer_@@!}

CI-Sign will now proceed as follows:

The variable @@! will take on, within the signature, the active directory value of the user.

This means that the variable will change in a user-specific way, e.g. in {##myDisclaimer_Munich}.

The corresponding content of the variable will now be inserted in the appropriate place.

Note: If a user is neither Munich nor Berlin, the variable is invalid and nothing will be displayed.

This should not be a disadvantage. You need only concern yourself with what you are planning and not worry about the exceptions.

CI-Manager has many different view options. This means that the marketing department can provide the appropriate up to date insertions, while the actual signatures cannot be changed.

In particular, the procedure described under Point 3 in combination with the active directory makes for a very powerful tool!

This provides innumerable opportunities.

If you have any questions on this matter, just contact us.

4. TECHNICAL BACKGROUND

if you want to edit your variables using a different editor or want to automate this software:

Special variables are executed in __intern.htm, __intern.rtf, __intern.txt files.

special variables are only available in the full version.

special variables always start with {##variable}

special variables are put in curved brackets {}.

sequential variables start with 1 and _ (underscore)

sample: {##myinfo_1} {##myinfo_2} ...

the numbers have to be sequential. 1, 2, 3, 4 NOT 1, 3, 4

random select for sequential variables is possible.

a starting date can be put in front of the variable

Syntax: {dats 19.05.2007}

an ending date can also be put in front of the variable

Syntax: {date 19.05.2007}

Example: The following special variables will be declared:

FAIR (e.g. fair visit) with starting date 19.05.2007 and ending date 20.05.2007

MYINFO_1 (first info e.g. product information)

```
{##fair}{dats 19.05.2007}{date 20.05.2007}
```

```
we are at the CeBit 200x – exhibition hall: X exhibition booth: Y
```

```
{end ##fair}
```

```
{##myinfo_1}
```

```
product info 1
```

```
{end ##myinfo_1}
```

```
{##myinfo_2}
```

```
product info 2
```

```
{end ##myinfo_2}
```

```
{##myinfo_3}
```

```
product info 3
```

```
{end ##myinfo_3}
```

You can use the variable

```
{##myinfo_random}
```

to select product informations form myinfo_1, myinfo_2 und myinfo_3 by chance.

In this sample you can use the templates.

```
{##fair} oder {##myinfo_1} oder {##myinfo_random}
```

special variables and dynamic variables require a little “know how”.

12. SPEZIALMARKETING BY GROUPS GROUPS

With this form of marketing, you can include up to 10 custom text to a block and insert as one in the signature.
Example:

Text 1
Text 2
Text 3

A user is in Group 1 and 3 he receives Active Directory Group 1 in and he appears 3 into the signature:

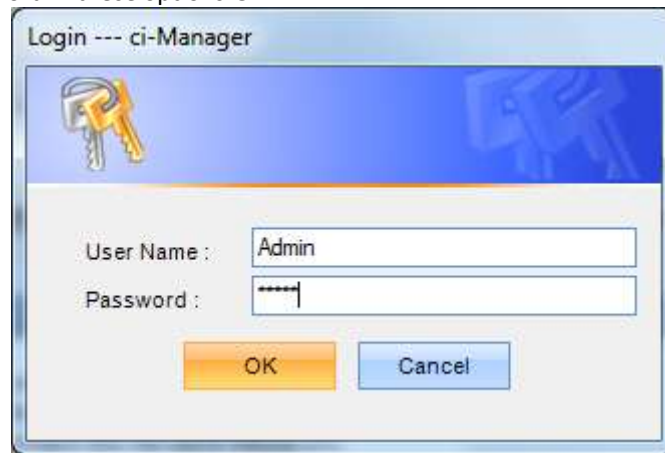
Text 1
Text 3

Before you enable the group view, you must make certain **preparations**:

At first you need to go to Options:

The User is „**Admin**“ and Password is „**admin**“.

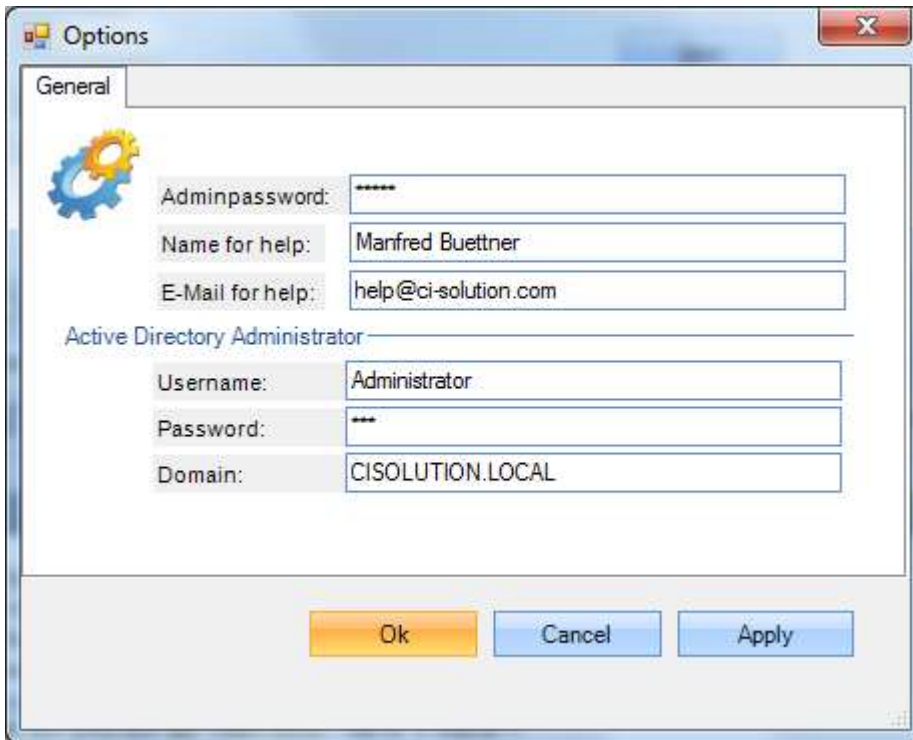
You can change the password in these options ☺



➔ The Passwords are in crypted in Configuration File: ci-manager.xml.

Inside the Options set up Active Directory Administrator.

Background: A specific group is listed in the group management. A user in up to 10 additional groups can be made from this.



After you complete the options, open the ci manager.xml in the CI Manager. This looks like:

```

<?xml version="1.0" encoding="utf-16" ?>
<Optionen>
  <Option Version="1" />
  <Option StartupLanguage="" />
  <Option StartupMode="" />
  <Option ExchangeServerUser="mrci" />
  <Option ExchangeServerPass="6mogRH9MK8Kulyf112KI6fgac" />
  <Option ExchangeServerDomain="CISOLUTION.LOCAL" />
  <Option AP="06F+qIZb+SfjuL8JIEhhHqo=" />
  <Option HelpName="Manfred Büttner" />
  <Option HelpEMail="help@ci-solution.com" />
  <Option MainGroup="ci-Marketing" />
  <Option GroupName0="ci-MG_01" />
  <Option GroupName1="ci-MG_02" />
  <Option GroupName2="ci-MG_03" />
  <Option GroupName3="ci-MG_04" />
  <Option GroupName4="ci-MG_05" />
  <Option GroupName5="ci-MG_06" />
  <Option GroupName6="ci-MG_07" />
  <Option GroupName7="ci-MG_08" />
  <Option GroupName8="ci-MG_09" />
  <Option GroupName9="ci-MG_10" />
</Optionen>

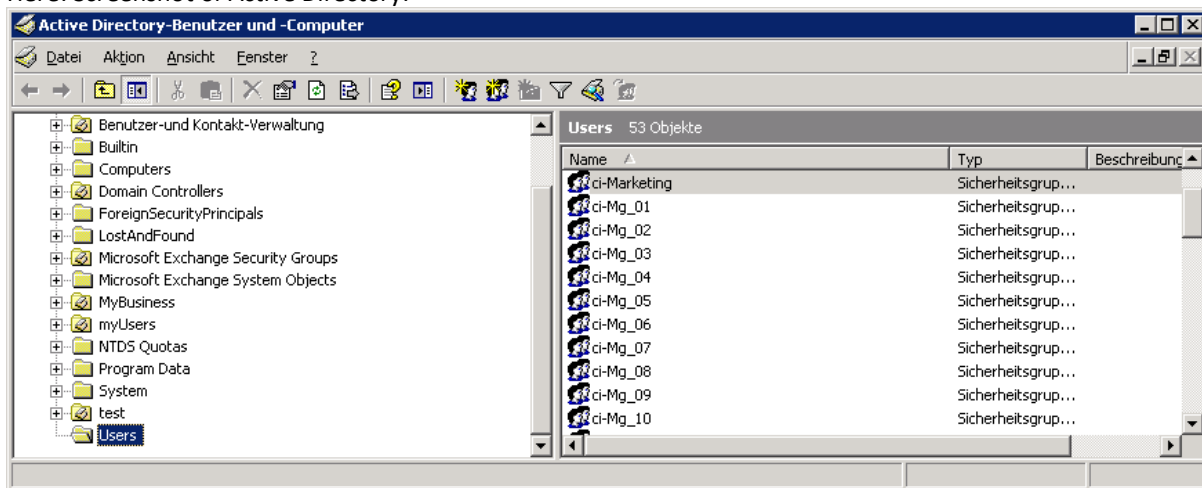
```

The group called Maingroup is their users appear browsing group management. So, you can create a group in your AD named ci marketing. You want to use a different group name to change the entry Maingroup =

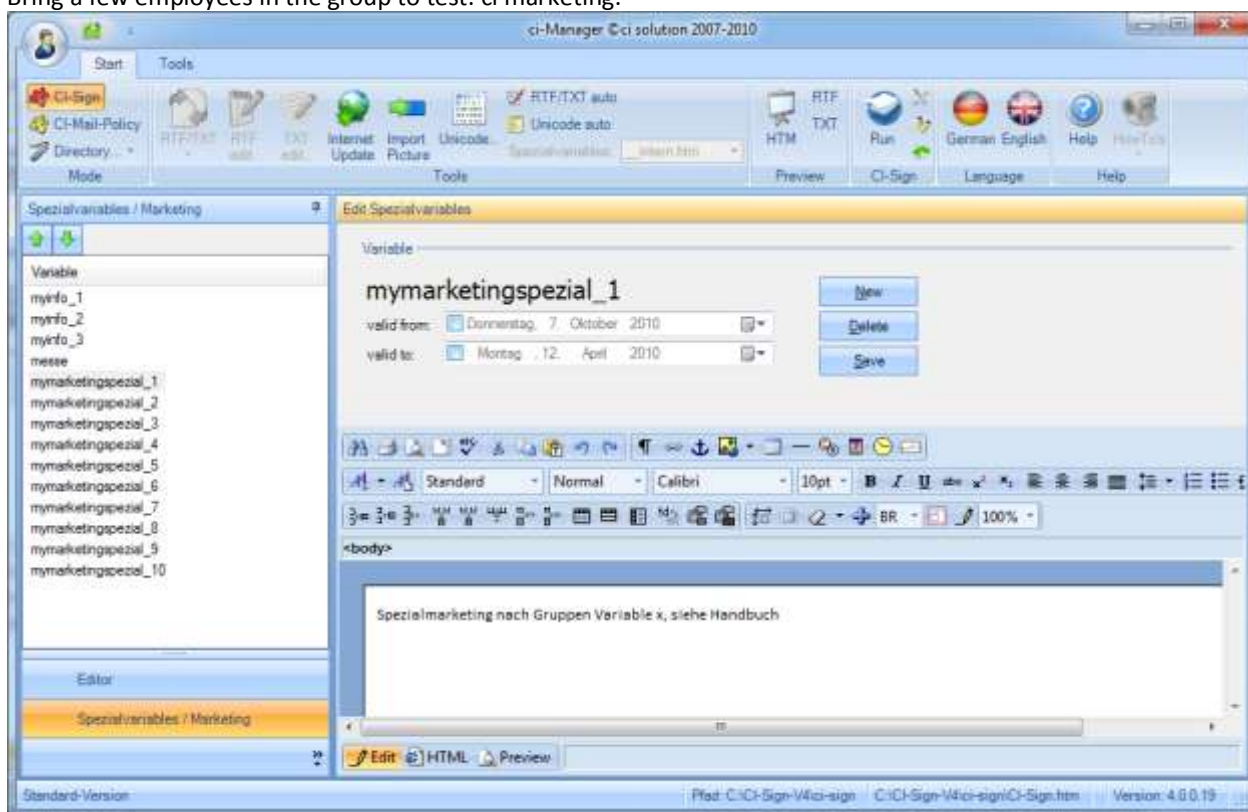
CHANGE THE GROUP NAME IN CI SIGN IS CURRENTLY NOT SUPPORTED!

The same applies also to all other GroupNameX entries where users may be copied.

Here: Screenshot of Active Directory:

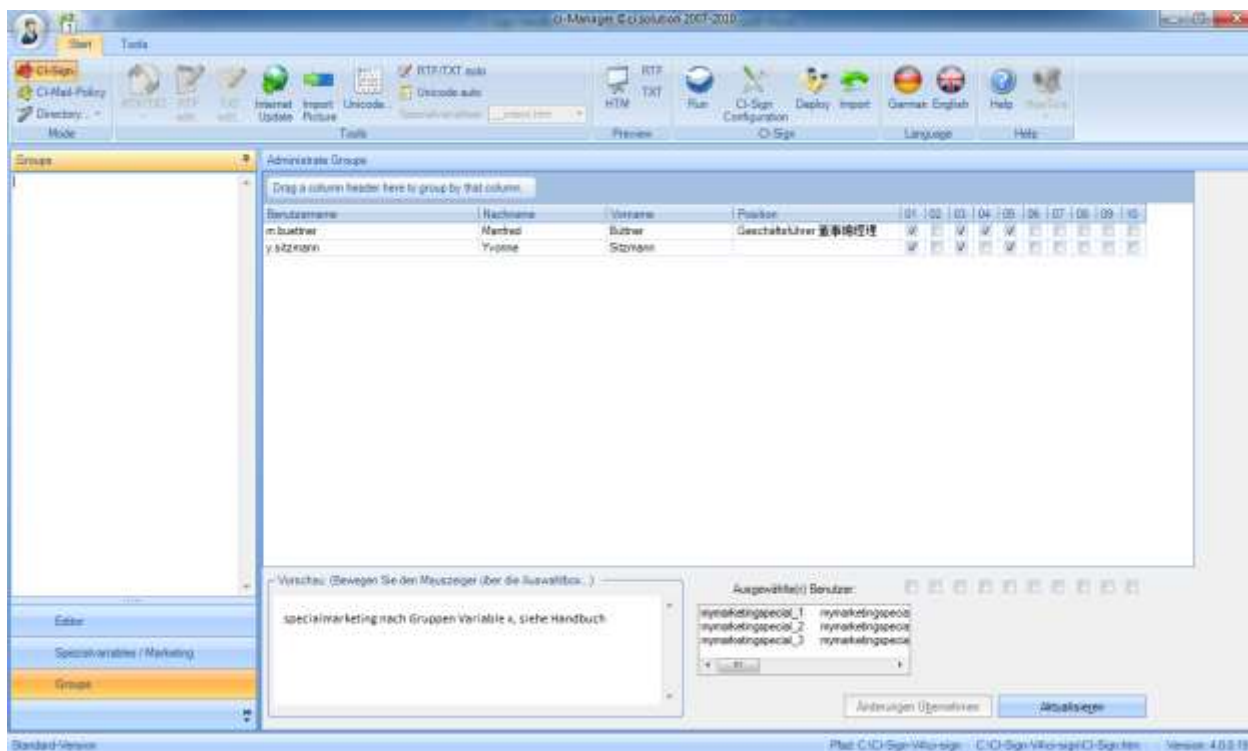
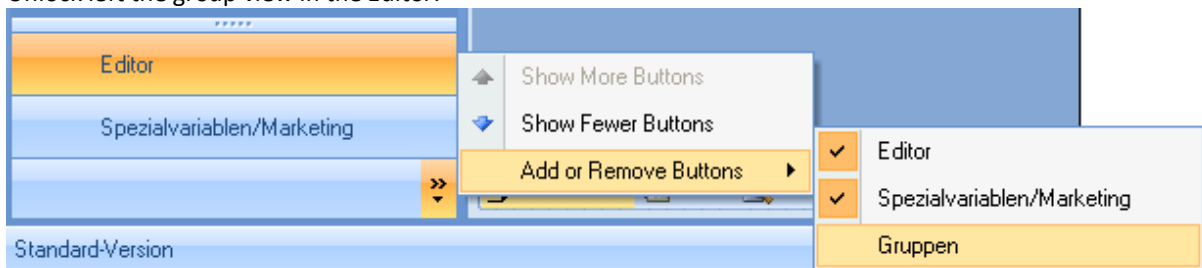


Bring a few employees in the group to test: ci marketing.



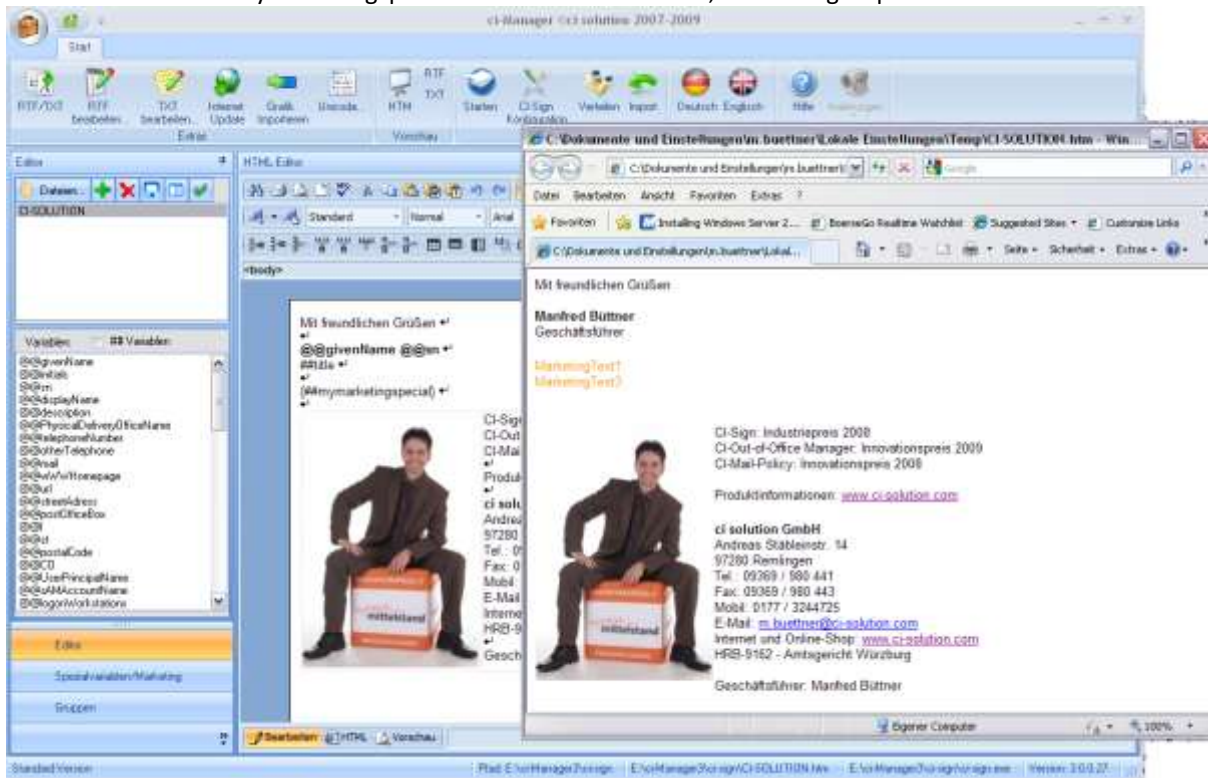
Under special variables see the variables "mymarketingspezial_1" to "mymarketingspezial_10". You can edit the relevant texts and formatting for use in Group-Marketing.

Unlock left the group view in the Editor:



If you now switch to groups, the users of CI marketing group are displayed. You can select now one or more users and bring in additional groups 01-10.

The result: From the mymarketingspecial a TextBlock added now, based on group 01 and 03.



13. XML INTERFACE – ACTIVE DIRECTORY IMPORT

With the XML interface the user can change his data (secondary data like Phone and Fax) without using the Active Directory.

The administrator can rewrite the data back into the Active Directory.

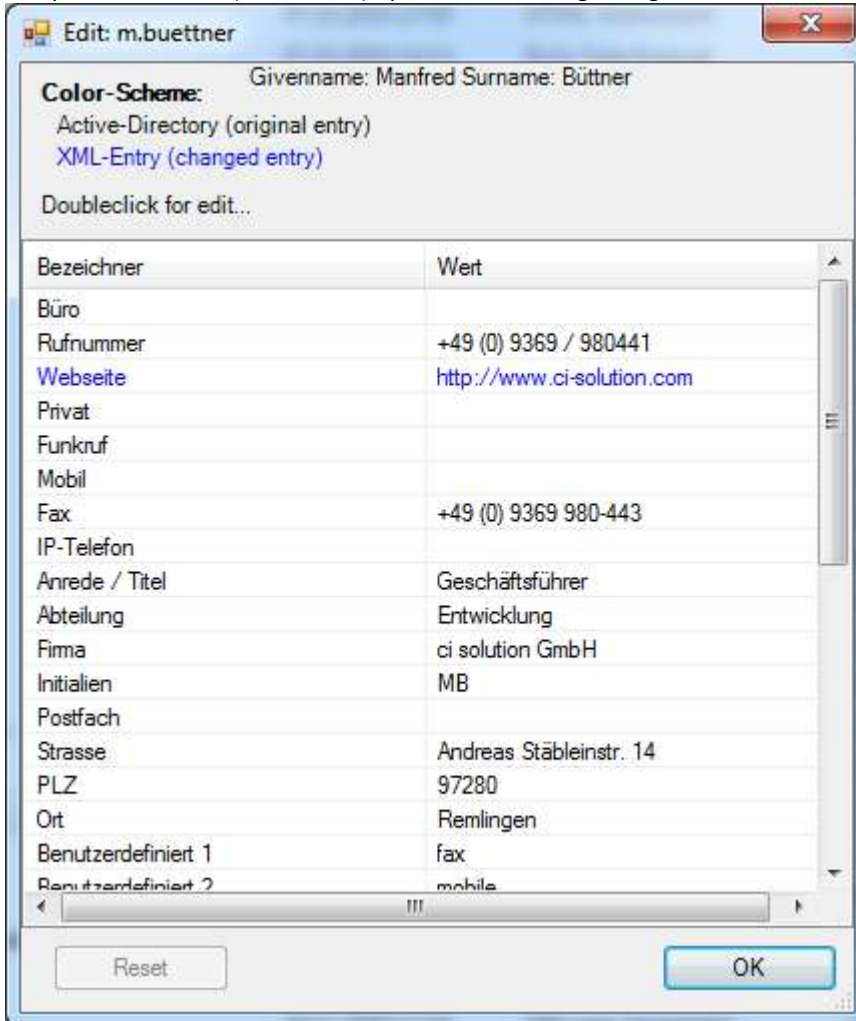
The data (only changed values) will be put on a shared UNC-path in XML format. You can hide the folder with "\$" at the end of the folder name

In a first step the software reads the data from the Active Directory.

The second step is to read the changed user data.

Finally the loaded values from the Active Directory will be replaced by XML data in your variables.

The parameter /edit (or: Edit.vbs) opens the following dialogue:



Edit: m.buettner Givenname: Manfred Surname: Büttner

Color-Scheme:
 Active-Directory (original entry)
 XML-Entry (changed entry)

Doubleclick for edit...

Bezeichner	Wert
Büro	
Rufnummer	+49 (0) 9369 / 980441
Webseite	http://www.ci-solution.com
Privat	
Funkruf	
Mobil	
Fax	+49 (0) 9369 980-443
IP-Telefon	
Anrede / Titel	Geschäftsführer
Abteilung	Entwicklung
Firma	ci solution GmbH
Initialien	MB
Postfach	
Strasse	Andreas Stäbleinstr. 14
PLZ	97280
Ort	Remlingen
Benutzerdefiniert 1	fax
Benutzerdefiniert 2	mobile

Reset OK

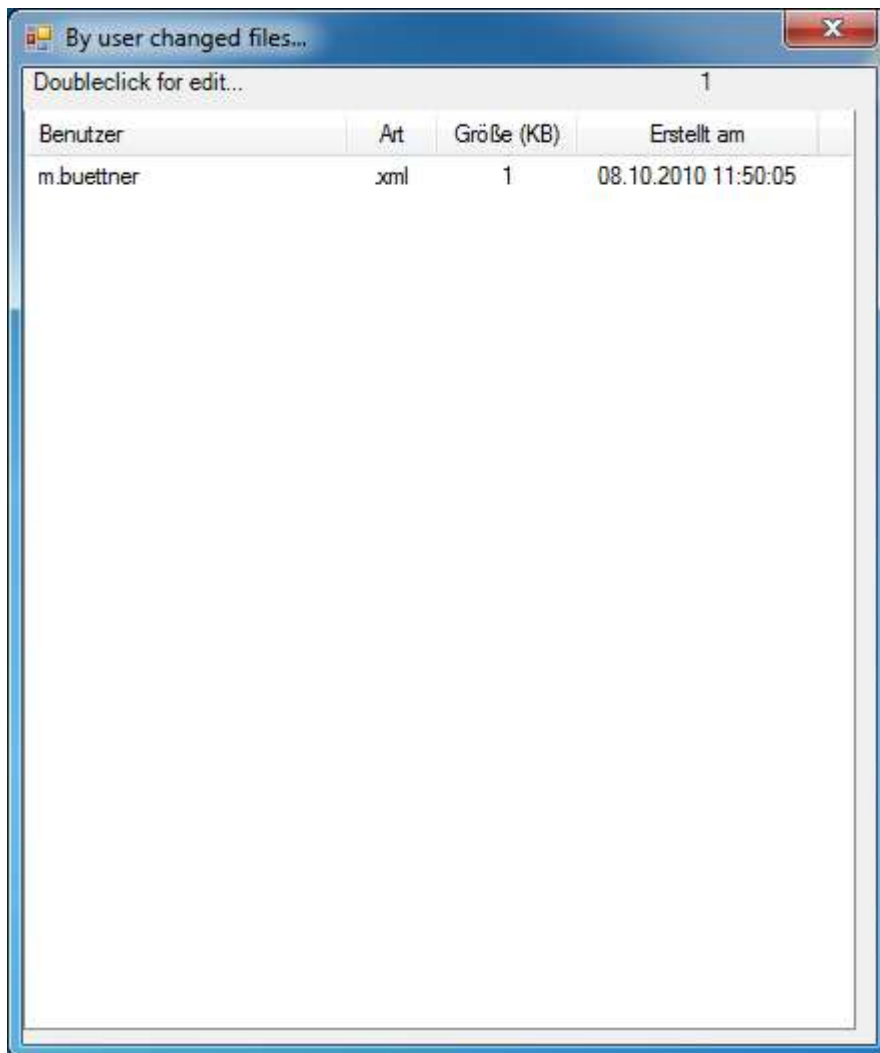
Values can be replaced by double click.

Replaced values are shown in color.

A set-back in the line can restore Active Directory values.

The parameter /admin opens the following dialogue:

- The parameter admin can only be used by members of the group “ci-admin”!
Please establish such a group if you want to use XML.
- To rewrite data back into the Active Directory users must also be members of that group.

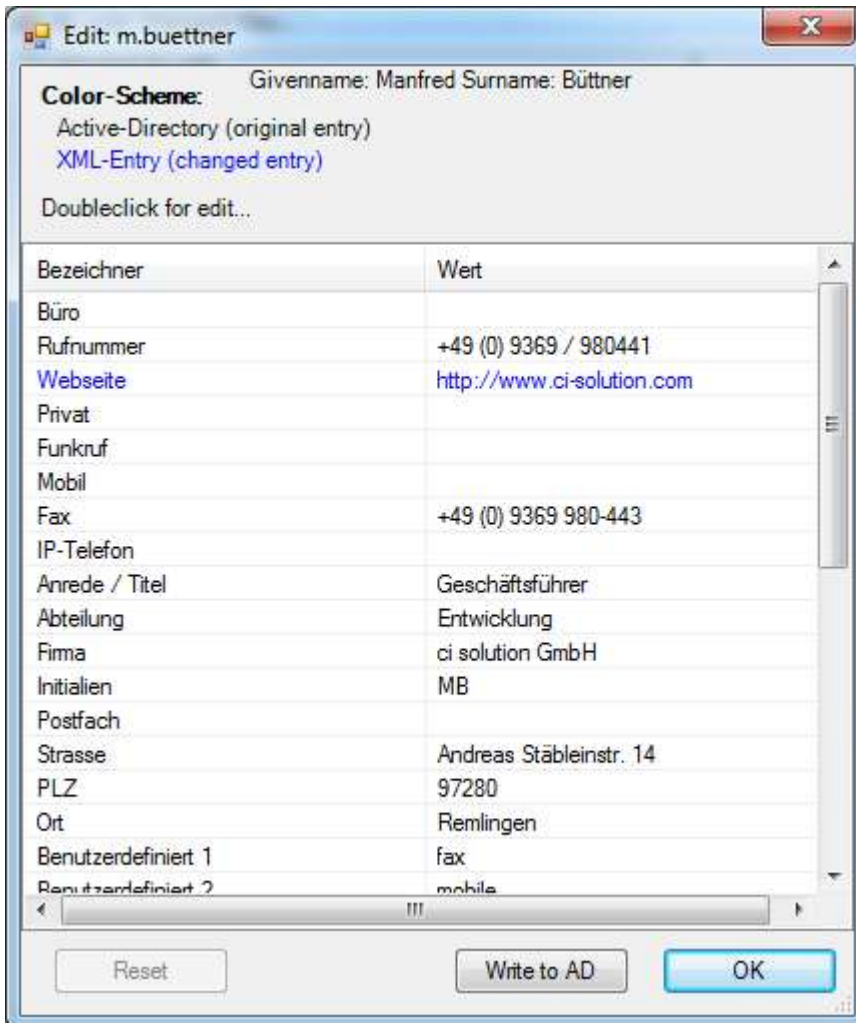


The screenshot shows a Windows dialog box titled "By user changed files...". The dialog box contains a table with the following data:

Doubleclick for edit...				1
Benutzer	Art	Größe (KB)	Erstellt am	
m.buettner	.xml	1	08.10.2010 11:50:05	

This page shows all user adapted data.

Double click the user to open the edit sheet (as described in /edit). With the additional button you can rewrite data back into the Active Directory.



Edit: m.buettner (Givenname: Manfred Surname: Büttner)

Color-Scheme:
 Active-Directory (original entry)
 XML-Entry (changed entry)

Doubleclick for edit...

Bezeichner	Wert
Büro	
Rufnummer	+49 (0) 9369 / 980441
Webseite	http://www.ci-solution.com
Privat	
Funkruf	
Mobil	
Fax	+49 (0) 9369 980-443
IP-Telefon	
Anrede / Titel	Geschäftsführer
Abteilung	Entwicklung
Firma	ci solution GmbH
Initialien	MB
Postfach	
Strasse	Andreas Stäbleinstr. 14
PLZ	97280
Ort	Remlingen
Benutzerdefiniert 1	fax
Benutzerdefiniert 2	mobile

Buttons: Reset, Write to AD, OK

Data can be checked again and replaced if desired.

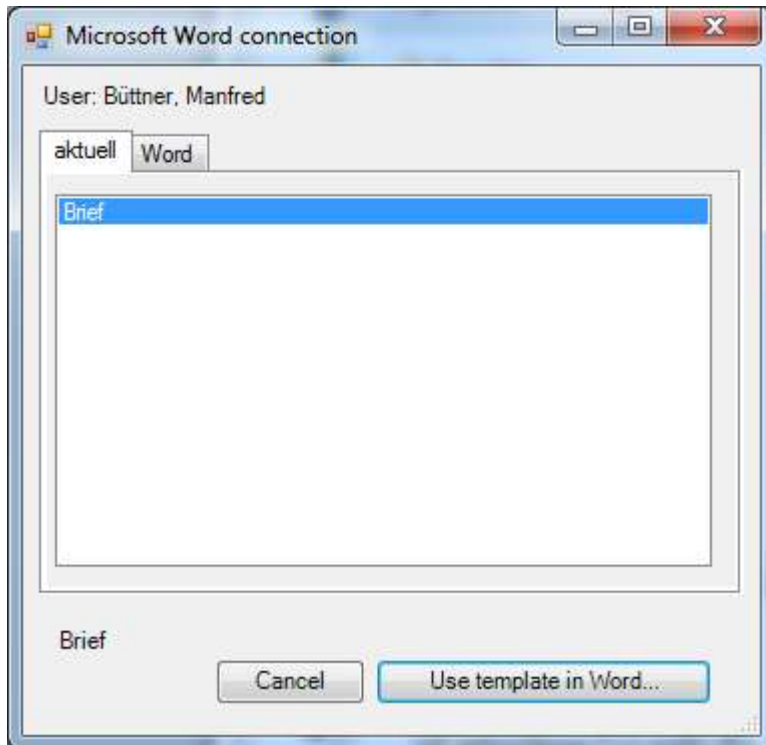
With the button <Write to AD > user data can be rewritten into the Active Directory. The XML file will be deleted.

- ➔ In this interface there are still many possibilities. To make it not so complex here only the basic described. Contact us please if you have further questions



14. WORD™ INTERFACE

Start CI-SIGN with the Parameter „/word“ or use Word.vbs to start with this view.



Prepare the following settings:

In the ci-sign.xml File you will find the entry:

```
<Option TemplatePath="C:\Vorlagen" />
```

For example it is set to C:\Vorlagen.

The Software reads all SUBFOLDERS in this Folder.

Your templates can be shown in registers. (create further subfolders for a new register)

By clicking <Vorlage in Word verwenden...> Word opens the template and replaces variables.

→ In Word define a Variable as a "Bookmark".

e.g. to use givenName.

Insert – Bookmark: givenName – Add.



15. SYSTEM REQUIREMENTS

Windows NT, 2000, XP, Vista, 7 (32 oder 64 bit).

.NET Framework 2 Service Pack 1

(Bei Einsatz von OWA --- Exchange 2003 / Exchange 2007 / Exchange 2010)

Bei Software, die auf .NET Framework läuft, sollte grundsätzlich das aktuelle .NET Service Pack installiert sein.

CI-Sign kann auf allen Systemen ausgeführt werden, die mit mind . NET Framework 2 ausgestattet werden kann. Terminalservern, Citrix (auch AIE Modus).

16. FREQUENTLY ASKED QUESTIONS (FAQ)

Like any other software ci-sign has system requirements. The most occurring error is that a .Net Framework isn't installed or doesn't work.

See our FAQ for detailed and further information. www.ci-solution.com

Wie jede andere Software, benötigt auch diese die genannten Systemanforderungen. Der häufigste Fehler ist z. B. dass ein .NET Framework nicht installiert ist, oder ggf. „defekt“ ist. Das macht sich dann so bemerkbar:

Q: 0xc0000135 Error at Startup.

A: Install Microsoft .Net Framework min. Version 2 SP 1

The error message 0xc0000135 appears, if .NET Framework on the computer is not completely or not at all installed. Without .NET Framework, can not be started the software.

Download: <http://www.microsoft.com/downloads/details.aspx?displaylang=de&FamilyID=262d25e3-f589-4842-8157-034d1e7cf3a3>

Note: See here how to install .NET Framework by GPO (Microsoft).

<http://www.microsoft.com/germany/msdn/library/net/NeuverteilungVonNETFramework11.msp>

See futher Questions at our homepage www.ci-solution.com

17. CI-SIGN EVENTS OFF

Inside the ci-sign.xml you will find these entry:

```
<Option NoLog="False" />
```

Change it into:

```
<Option NoLog="True" />
```

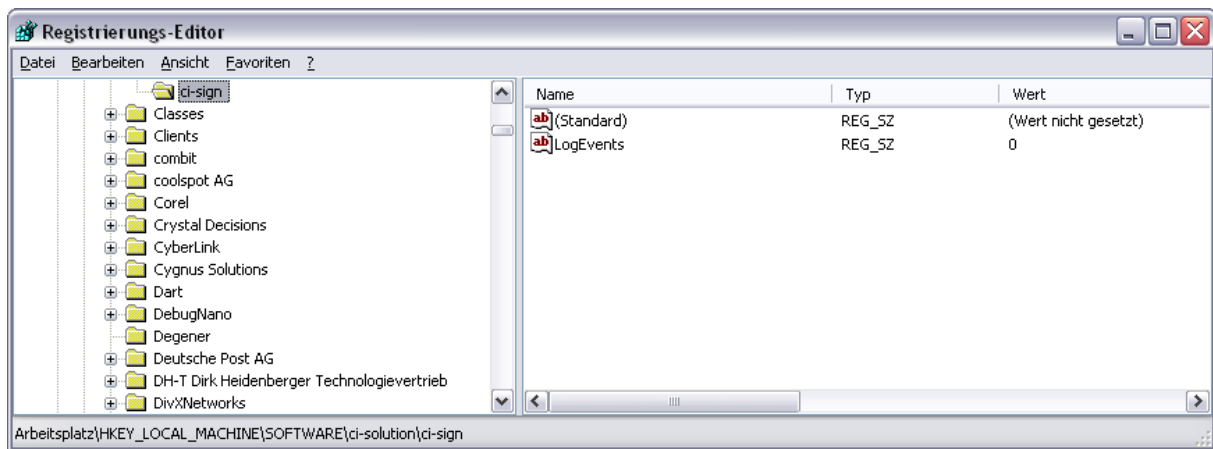
To Switch off CI-Sign Events, e.g. at Terminalservers, create the following key in Registry-Edit.

Now only Errors are reported:

Key: HKLM\software\ci-solution\ci-sign

REG-SZ: LogEvents

Value: 0 switch Events off!



18. IMPORT DATA FROM PUBLIC FOLDER (EXCHANGE) TO AD

➔ Exchange 2003 und 2007 (2010 currently not supported)

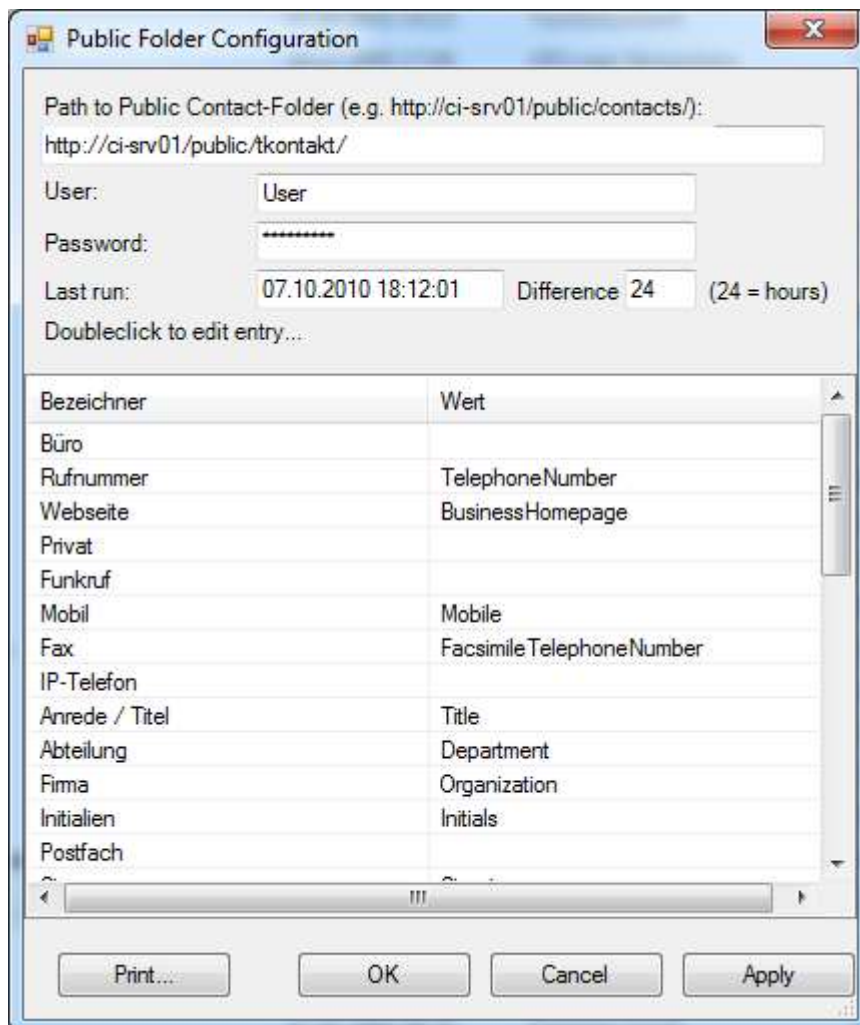
If your Active directory user data is not complete, but the staff data is available e.g. in form of a Excel sheet, Access data base or evenly in a public folder, you can bring this data into the Active directory.

The following description shows a synchronizing with a public folder.

For all other data formats you import the appropriate data records first into a Outlook contact folder. Then you can proceed in accordance with this description.

➔ These Parameter can only started by user they are Member of AD-Group **ci-Admin!**
 Create such a group, if you liked to use XML. See also Chapter: XML-Interface.

Start pfConfig.vbs or use Parameter /pfconfig



Bezeichner	Wert
Büro	
Rufnummer	TelephoneNumber
Webseite	BusinessHomepage
Privat	
Funkruf	
Mobil	Mobile
Fax	Facsimile TelephoneNumber
IP-Telefon	
Anrede / Titel	Title
Abteilung	Department
Firma	Organization
Initialien	Initials
Postfach	

For path insert complete Path to public folder. In this case the folder name is: tKontakt. (check this path inside Internet Explorer. With this URL you should be already inside the Folder). For User and Password you need a SendAs/RecieveAs user. The Password is crypted inside the configuration file!

The last execution is assigned automatically. For difference a value is needed, e.g. since the last synchronization still a few hours decreases/goes back, over if necessary. not to ignore during the execution changed contacts.

With doubleclick on a value you get a selection field. You can assign now the value from the public folder to the Active directory value.

If you click Print... you are asked for a E-Mail adress. Input here an address, which exists in your contact file. Now you get indicated for

this data record beside that field names and contents. So you find out easier how to assign the variables. We already configured a standard import for you, so that you should come very fast to a result.

Further Parameters:

/pfconfig - Public Folder Configuration

/pfimport - Public Folder Import

/pfautoimport – Full automatic run of /pfImport



19. CI-SIGN AUTOSIGNATURES BY E-MAIL TO EXTERNAL USERS.

Description here comes soon. Pack & Go.



20. SCRIPTS

Here you find a short description what you can do with Microsoft VBS Script.

We place the Scripts on our download area. The download Links are inside the description of each Script. We made these available as text files (.txt). After the Download you change extension to vbs.

The files you can edit in a normal Editor. In many our Scripts are lines with MSGBOX or WScript.Echo. These show values as reporting box. With it you can near-grope first of all to the function „“. If the Script is then implemented automatically, or if the functions are tested, comment these lines simply with one „`„out.

Within the Scripte you find comments, what if necessary. to adapt, so that it runs in your „environment“.

LOOP TROUGH AD-GROUP

Here a script wich loop trough a AD group.

In this example the group "General" in the "Users" in domain "cisolution.local" AD container set to a text file and copy into subsequent rows. Then in OWAGruppe.vbs, rename the file. Adjust line 3 of your domain / group. Important: In the group must be at least 2 members! You receive a message then the time for each user. Thus, the script runs ever. Now uncomment "strName Wscript.echo" with a "" (comment) and adjust the penultimate line. Note the parameters.

```
Dim arrNames()
intSize = 0
Set objGroup = GetObject("LDAP://CN=General,CN=Users,DC=cisolution,DC=local")
For Each strUser in objGroup.Member
    ' msgbox strUser
    Set objUser = GetObject("LDAP://" & strUser)
    ReDim Preserve arrNames(intSize)
    arrNames(intSize) = objUser.samaccountname
    intSize = intSize + 1
Next
For i = (UBound(arrNames) - 1) to 0 Step -1
    For j= 0 to i
        If UCase(arrNames(j)) > UCase(arrNames(j+1)) Then
            strHolder = arrNames(j+1)
            arrNames(j+1) = arrNames(j)
            arrNames(j) = strHolder
        End If
    Next
Next

For Each strName in arrNames
    Wscript.Echo strName
    'Ci-Sign.exe ausführen
    Dim WshShell
    Set WshShell = WScript.CreateObject("WScript.Shell")
    ' WshShell.Run "ci-sign.exe /user:" & strname & " /lss:ihrefirma /output:C:\test /owaonly /owasara", 1, True
Next
```


22. HOW TO ...?

...INSERT GRAPHIC? (INSERT PICTURE FROM A LOCAL SOURCE)

Go as follow forward...

You have e.g. a picture we call it logo.jpg (or GIF or png).

Go into CI-Manager and Click Import Picture. Select picture to import.



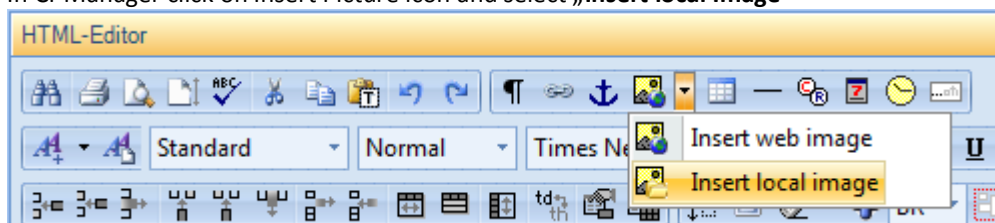
The CI Manager has now copied the graphic in the CI sign subfolder "Images".

If you want to run the task manually:

Create a folder inside the subfolder CI-SIGN (inside the Folder is ci-sign.exe file).

Name of these folder: „Images“. Copy your picture Logo.jpg into this folder.

In CI-Manager click on Insert Picture icon and select „**Insert local Image**“



The Picture is now displayed inside your Signature.

Right-click at picture. Select „**Image properties...**“.

In Source you find path e.g.. File:///c:/ci-sign/ci-sign/images/logo.jpg

Misc

Border: Color: ...

Title:

Source:

Change into a dynamic path:
Images/logo.jpg

Misc

Border: Color: ...

Title:

Source:

Click **OK** to Save it!

Now start CI-Sign Inside the CI-Sign Configuration Manager make sure you have activated Deploy Subfolders.



Deploy Subfolders

Thats all!

Note: With this procedure you eliminate a BUG in Outlook 2003 at the same time, which does not display a graphic for replies and forwards. Background: the picture must come from a subfolder, what we have done so with this approach.

Recommendation: Insert the graphic from a Web server if possible. So do relative paths, because it is always available,

...INSERT CURRENT DATE?

For this you have the Variable @@nowformat(Format)

Examples:

@@nowformat(dd.MM.yyyy) 21.08.2010

@@nowformat(M/'d'/'yyyy) 8/21/2010

And many more like Time

The Format-Options you find here: <http://msdn.microsoft.com/de-de/library/73ctwf33.aspx>

...ALIGN TELEPHONE, FAX AND MOBILE - VARIANT 1?

The new possibility is from version 2.0.16 to search for empty variables and replace them...

Therefore be made very easily the most complex replacements and queries.

Here an example: Solve "Tables" problem...

It's a one Line Table with 2 columns.

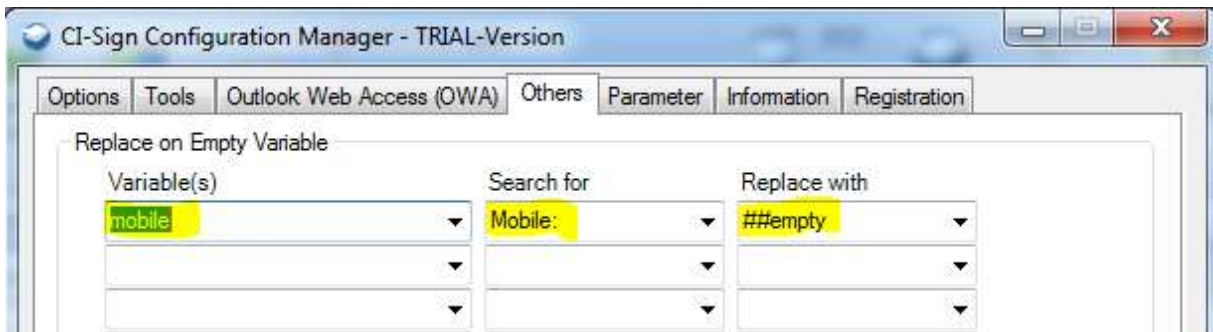
Telephone: ↵	@@telephoneNumber↵
Fax: ↵	@@facsimileTelephoneNumber↵
Mobile: ↵	##mobile↵
E-Mail: ↵	@@mail↵

WRONG Configuration of Table!

Telephone: ↵	@@telephoneNumber↵
Fax: ↵	@@facsimileTelephoneNumber↵
Mobile: ↵	##mobile↵
E-Mail: ↵	@@mail↵

The Word „Mobile:“ also should be removed, when Varial removed, the complete Line is to delete.

Start CI-Sign Configuration:



Select in field Variable(s) the Value mobile (or type in).

Input Search for: „Mobile:“... Replace with: „##empty“ (select or type in).

If Variable mobile is empty, then the Word „Mobile:“ is replaced with „##empty“.

@@empty or ##empty is replaced at the end of all converts like normal Variables with empty Value

The complete line is also deleted, because # empty was used.

Result: (Here displayed without values)

Telephone: ↵	@@telephoneNumber↵
Fax: ↵	@@facsimileTelephoneNumber↵
E-Mail: ↵	@@mail↵



...TELEPHONE, FAX AND MOBILE IN ONE LINE BUT DYNAMICLY?

You want to your telephone, fax and mobile numbers in one line?

Tel: @@telephoneNumber | Fax: #2facsimileTelephoneNumber | Mobile: #2mobile

You see Variable #2mobile... (and #2facsimileTelephoneNumber)

For those Variables you can use #1 und #2.

#1mobile removes in that sample

Tel: +49 9369 980-441 | Fax: +49 9369 980-443 |

#2mobile removes in that sample

Tel: +49 9369 980-441 | Fax: +49 9369 980-443

Also use Replace2, see tools in the configuration. Any character can be entered here. Example: Here works with a comma as the delimiter. The Replace2 will replace until this character.

Tel: @@telephoneNumber, Fax: #2facsimileTelephoneNumber, Mobile: #2mobile

Other variables that currently support these function:

facsimileTelephoneNumber, mobile, pager, department, telephoneNumber, otherTelephone

You need further Variables with that function? --- Contact us.

...SET PARAMETER IN SCRIPT?

Now are many parameters in the Configuration Manager. Register: Tools.

Q: How to set Parameter e.g. /nosplash?

A: Inside Ci-Sign-net.vbs

Open therefore File ci-sign-net.vbs with a Editor. In last Line ci-sign.exe is started

Default:

```
WshShell.Run LocalFolder & "\ci-sign.exe", 1, True
```

Change the Line like that:

```
WshShell.Run LocalFolder & "\ci-sign.exe /nosplash", 1, True
```

if you will set more then one Parameter... feel free to do this like in sample:

```
WshShell.Run LocalFolder & "\ci-sign.exe /nosplash /debug /domain:ci-server", 1, True
```

...TEST WITH A FULL WORKING VERSION?

We want that you can fully test our products. In download information e-mail get the URL to the trial. This is normally valid until the end of the month. On request you will receive a trial for an extended period. Test-License you can find here: <http://www.ci-solution.com/lizenz>

...SET UP OUTLOOK WEB ACCESS (OWA) FOR EXCHANGE 2003?

If you haven't activated Windows-Integrated Authentication for Client-Access you need a **SendAs/RecieveAs** User.

You will find instruction here: <http://www.ci-solution.com/fileadmin/downloads/sonstige/sendrecieve.pdf>

...SET UP OUTLOOK WEB ACCESS (OWA) FOR EXCHANGE 2007 / 2010?

If you haven't activated Windows-Integrated Authentication for Client-Access you need a **SendAs/RecieveAs** User.

Windows integrated logon check as follows:

Start your Outlook Web Access (internal server!) If you come without additional credentials directly in your mailbox, it is active. For CI SIGN then no other setting next to Protocol type (http or https) and type of internal server (only the server name, without domain) required. For all other appropriate user data appear in the CI SIGN configuration tab "OWA".

Sample:

In Active Directory, create an account: ci-admin and a password that never expires.

For Exchange 2007/2010 start the Management Shell after you have created the user and run there following command:

get-mailbox | add-mailboxpermission -user "ci-admin" -accessrights fullaccess

You now have a user who can log on to all mailboxes.

Enter this user data into the CI SIGN configuration.

Note: If you create a new user in the future, the command must run newly in the shell, because for the newly created user of ci-admin does not have access. The user (ci-Admin) must have a mailbox in Exchange 2007/2010!

...SET FONTSIZE 11 (OR EACH)?

Background: We use so-called font formatting tags. The font size is formatted in the standard 1-6. The 1 has font size 8, 2 has 10, 3 12, etc. that corresponds to the HTML standard. Thus we create compatible signatures for Outlook and OWA because we just noticed that the OWA signatures created with the style tag often do not work.

You can set the font size 11 by selecting the text and just not select font in top of the toolbar, but right-click... Characters... Here, you can explicitly set each font size. Use the "default" so often it is. Consider, if you use different, there are various operating systems and E-Mail clients outside your organization.

...USE VARIABLES \$MEMBEROF, \$OUB, \$OUC?

\$MemberOf=<ADGruppe>

➔ in Translation sheet a Group is search if no Variable is set!

\$Oub=<OU-Base>	In OU as Base	in that sample: SBSUsers
\$Ouc=<OU-contains>	contains OU	in that sample: MyBusiness
\$Oue=<OU-exact>	Exact OU without CN	in that sample:
		OU=SBSUsers,OU=Users,OU=MyBusiness,DC=cisolution,DC=local
\$Oux=<OU-contains>	contains OU	in that sample: OU=Users,OU=MyBusiness

Sample:

CN=Manfred Büttner,OU=SBSUsers,OU=Users,OU=MyBusiness,DC=cisolution,DC=local

CN=Manfred Büttner,OU=SBSUsers,OU=Users,OU=MyBusiness,DC=cisolution,DC=local

CN=Manfred Büttner,OU=SBSUsers,OU=Users,OU=MyBusiness,DC=cisolution,DC=local

\$Oub=MyBusiness will not assign to user! Base is also ever the last Unit, here displayed at „first“ Position.

...USE SPEZIALVARIABLES FOR FAST RESULTS?

For example, consider different greeting for some users..

There are always 2 (or more) ways. We start off with the easiest:

1. You have a script that puts you in a specific value for a standard. You need to change only the "rest".
(For Scripts ask us, we have many for different purposes)

2. Resolution on "Denial"
Let's use now 2 different greeting styling. It can be even more.
In most cases you use e.g.
 - a. Best regards
 - b. Hello (Here is the "less" needed)

The users you want to set Hello, go into the AD and simply enter Hello in extensionAttribut1 (xData1).

Specify two special variables:

myGreeting_ (Note the underscore at the end!)

and

myGreeting_Hello

Back to the editor (inside your Signature)

Paste the text: `{##myGreeting_@@xData1}`

Use the variables from the list by double-clicking, then there is already no spelling errors. Should a link be from the variable. Right mouse button. Remove link.

Result: Every user of nothing (""), the variable in the xData1 have `{# myGeeting_}` resolved.

The user with "Hello" in the xData1 is resolved with `{# myGreeting_Hello}`.

Problem solved 😊

...USE VARIABLE @@R2COFFILE?

Wenn Sie eine Variable benötigen die mit einer entsprechenden Kennung z.B. für die Sprache enden soll, dann verwenden Sie: **@@r2cOffile** (Groß-Kleinschreibung beachten)

Diese Variable nimmt die letzten zwei Zeichen (ohne Extension) des Dateinamen an.

Beispiel:

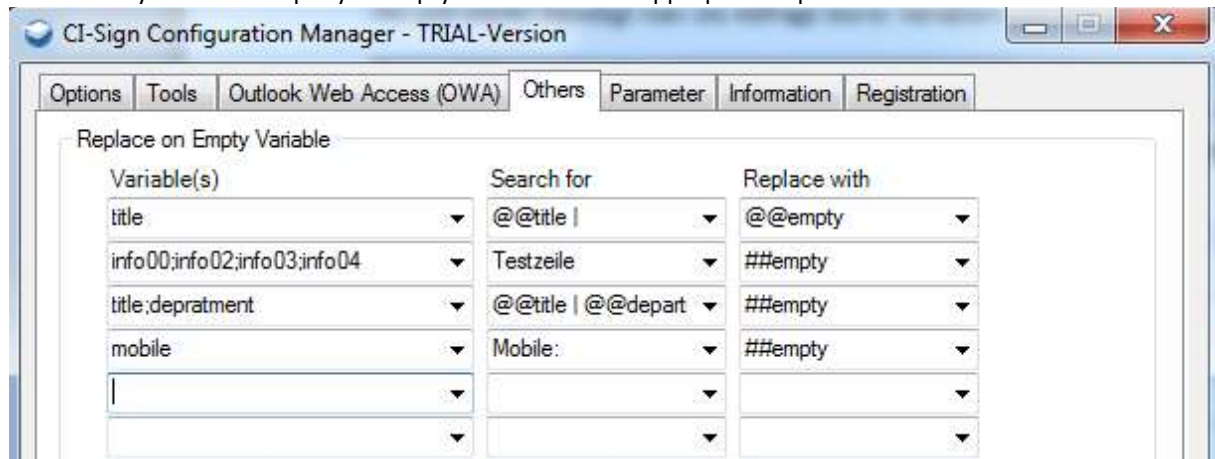
In Template Mysignature-DE.htm the Variable also change to **DE**

In Template Mysignature-EN.htm the Variable also change to **EN...** usw.

So you can e.g. "jump" to special variables geared to specific languages.

...CHECK EMPTY VARIABLES AND MAKE REPLACEMENTS?

Sometimes you need the query of empty variables and an appropriate replacement.



Line 1 checks if the variable "title" is empty and replaces text.

Line 2 test simultaneously four variables. If all are empty, the find and replace is performed.

Line 3 checks two variables empty.... If both are empty then we process find and replace.

In line 4 mobile is checked variable will see: ...Align Telephone, Fax and Mobile - Variant 1?

Hereby, you have another powerful tool at hand can run effective checks and actions.

...CREATE MULTILINGUAL SIGNATURES FROM ONE TEMPLATE?

Is an important point of multilingualism. Just in a large organization this poses a challenge. We now solve it very easily.

Suppose you will have English, French and Italian to create from a German.

(Of course less languages it could be... but just more, too ☺)

Take the German template for "Base". We make this so flexible that it can be used for all countries. To keep track, we limit ourselves here on the greeting line.

We call the template Mysignature-DE.htm (the country code is important the end!) Here: DE for German)

Open CI-Sign Configuration. Go to Register Parameters

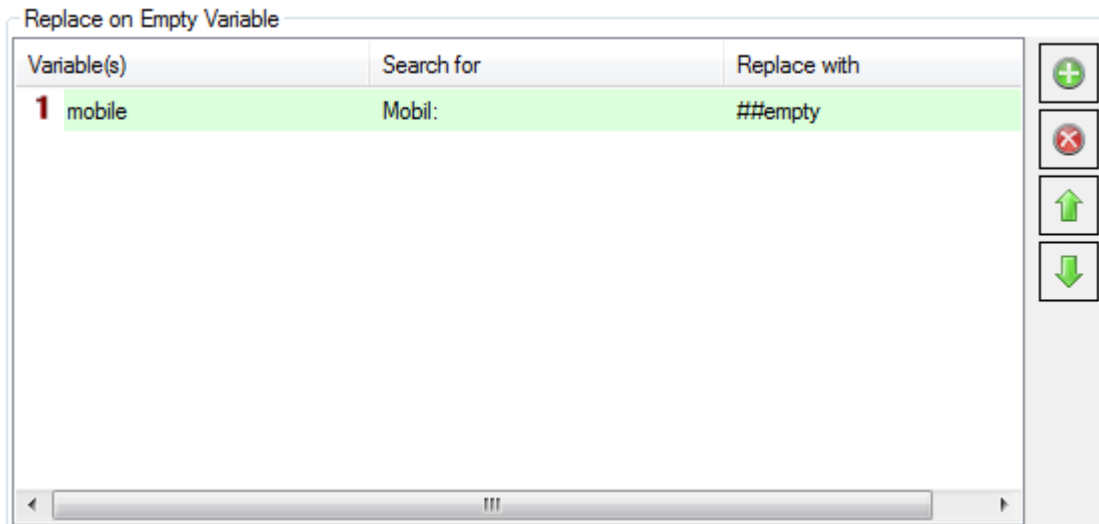
Multilingual:

Syntax: Base; Language New1;Language New 2...

Our above example is here: base DE (German), EN, FR IT... For the separation, use semicolon.

If you are working now with the translation table: parameter: / racftt... have quickly multilingual signatures without much effort. The advantage of a translation is also send them to a Translation Bureau or the respective responsible for a certain language can help you.

...INPUT DATA INSIDE TABLE-CONFIGURATION?



Enter now unlimited data is new. This created a new way to do this in a table. Simply click with the mouse in the desired box. Can also use the cursor keys and return / F2 to start individual cells and edit.

A drop-down will then that displays possible variants or variables.

Sample:

<AD-Group> Replace <AD-Group> with a existing Active-Directory Group.
 <Text> E.g.. Text to search. Replace <Text> by text for search e.g. „Mobile:“

End Input, press Enter.

Button

- + Add one more row
- x Delete selected row
- arrow up move selected row up
- arrow down move selected row down

Is your question unclear? Contact us!



23. HELP AND SUPPORT

On our Homepage www.ci-solution.com you'll find Help and Support.

Here you find frequently asked questions and a learn center with short videos of how to setup and configure ci-sign.

Also find the PC visit guest module here, too. With that we can have access to your PC to help you as soon as possible.

The screenshot shows the 'Help and support' page of the CI SOLUTION website. The page features a navigation menu with links for Home, News, Products, Download, Buy now, Help and support, References, Contact, and Company profile. The 'Help and support' section is highlighted. The main content area includes a search bar, a 'Help and support' heading, and a paragraph explaining the service: 'It is very important to us that we help you as quickly as possible. This works best if you can give us the option of seeing your screen. If you also allow us to "remote control" your PC, it will work even better.' Below this, there is a section for 'pcvisit 4 Gastmodul' with a button that says 'hier klicken und loslegen!'. The page also includes contact information for ci solution GmbH, a 'Recommend this page to a friend' link, and a 'Bookmark this page' section with various social media icons. The footer contains copyright information and a list of services: 'Email signatures • Out of Office Manager • Disclaimers for Exchange • Email archiving • File and project management'.

Telephone support or on screen (screen transfer) can be "only" to a certain extent! So if you have 5 companies under one roof, then we will give like 1-2 examples to configure. Should we establish you the software completely, as all-round carefree package, then look at the point: Setting up the Software through us or Reseller...



24. SETTING UP THE SOFTWARE THROUGH US OR RESELLER

In larger or complex network constellations we offer our Local support. So we come direct to you! Directly by us or by a reseller at your location. Ask for our daily rates (depending on location) if you need such assistance.

25. COMPANY PROFILE

ci solution GmbH specialises in the development and sales of unique software solutions. The company, founded in 2006, is a partner much in demand world-wide, offering a very extensive product portfolio. In particular, CI-SIGN, a program used for the central integration of email signatures within a network, CI-MAIL-POLICY for managing incoming and outgoing emails and the CI Out of Office Manager for central management of absence messages within a network are extremely popular with customers. In addition, ci solution software displays the highest functional capacity and reliability and the price-performance ratio is absolutely convincing.

NOTE ON OUR PRODUCT DESCRIPTIONS:

Unlike other software providers, we avoid superlatives such as "more than all other ...," "the only software to support this function" and similar phrases. Please be assured that we are up-to-date.

We have references and comments by customers that emphasise our performance, and although we are often highly praised we can manage without denigrating other manufacturers!

Our products certainly don't have fewer functions than others.

In developing products, we take care to follow a simple, straightforward path so that if there is an error, usually determined by the settings (often no more than a typo), we can correct it as quickly as possible.

We are constantly working on our software, and find it very practical that we have it in daily use as well. Our intuition skills lie in the scope of the functions and the interface to other applications. Here, every software package has its own functional capacity, which can be extended with our own additional products.

CI-Sign - Automated signatures in the network

CI-Sign not only manages signatures, but also enables campaigns, marketing actions and dynamic variables (not just dynamic values, but also dynamic variables)!

CI-Out of Office Manager: Absence assistant

Users generally go on holiday on a Monday. What happens from Friday to Monday?

The emails are all sent nicely to the inbox ... but not with us!

CI-Mail-Policy - Set of rules and actions for Exchange

Here we also support BCC (blind carbon copy). Many others keep it quiet that they do not support this by no means unimportant option at all.

CI-Archiv: Email archiving

Complies with legislation and is secure. Archiving just couldn't be any simpler.

And yet you do find the superlative "unique" in our company profile.

We don't have to hide behind anyone else with our software packages.

Our intuition covers the latest components, graphic user interfaces, views and practical functions for business use.

ci solution GmbH
Manfred Büttner
Managing Director



26. FEEDBACK AND CONTACT

For questions, criticism or suggestions contact us under:

E-Mail: info@ci-solution.com

Telephone: +49 (0) 9369 / 980-441

Fax: +49 (0) 9369 / 980-443

We hope that the software supports your work and would be pleased about a positive feedback.

Regards

Your Ci Solution - Team