

Getting Started

The Folders application provides you with a way to store and protect files from your PC or Mac, from the Web, or from your camera. With Folders you can choose to have folders with files anyone can view, or you can lock a folder so that only you can view the contents after entering your password. Finally you can even hide a folder so that it only appears after entering your password.

There are two modes to using the Folders application. Locked and unlocked. When you first run the Folders application it is locked. In locked mode you can create new folders and add files. You can enable WiFi sharing and load files from your PC or Mac. However, you can not lock or hide folders while running in locked mode, you can also can not access locked or hidden folders in locked mode. To unlock folders, you must use the padlock button to enter your password. Once unlocked you have complete access to all folders and files, and all features of the application.

Setting your Password

A password is required to unlock the Folders application. When unlocked you can access your locked and hidden folders, and you can use all of the features of the Folders application.

Be sure to use a password that would not be easily guessed. Also, be sure to remember your password. If you lose your password you will not be able to gain access to any locked or hidden files.

To set your password:

1. Press the padlock button on bottom right of the screen.
2. Enter your password and press return.
3. Enter the password again to confirm, then press return.

Application Locking and Unlocking

To Unlock the Application:

1. Press the padlock button on the bottom right of the screen.
2. Enter your password and press return.

To Lock the Application:

1. Press the padlock button on the bottom right of the screen.
2. Press the "Lock Application" button.
3. There are two modes to using the Folders application. Locked and unlocked. When you first run the Folders application it is locked. In locked mode you can create new folders and add files. You can enable WiFi sharing and load files from your PC or Mac. However, you can not lock or hide folders while running in locked mode, you can also can not access locked or hidden folders in locked mode. To unlock folders, you must use the padlock button to enter your password. Once unlocked you have complete access to all folders and files, and all features of the application.

Creating Folders

Creating folders helps you organize your files. You can also create folders inside of folders.

To Create a Folder:

1. Press the "+" button near the bottom left side of the screen.
2. Enter a name for the new folder.
3. Press the "Save" button.

Hiding and Locking Folders

To lock or hide a folder you must first unlock the application by entering your password. See Locking and Unlocking

To Hide or Lock

1. Make sure you have unlocked the application by entering your password.
2. Open the folder you wish to hide or lock by clicking on it from the "My Folders" screen.
3. Press the wrench icon near the bottom right side of the screen.
4. Press either the "Lock Folder" or "Hide Folder" button.

Note: You can unlock or unhide a folder by following steps 1-3 from above and then pressing the "Unlock Folder" or "Unhide Folder" button.

Transferring Files to and from your PC

Mac OS X

In Folders Pro:

1. Unlock the Application with your password
2. Press the WiFi button found on the bottom left side of the screen.
3. Use the address displayed under "WiFi Sharing Enabled" in the following instructions for your PC or Mac.
4. **DO NOT PRESS DONE** until you have finished with all of your file transfers.

On your Mac Computer:

1. Open **Finder**
2. Click **Go**
3. Select **Connect to Server**
4. In the **Server Address**, type the address of your iPhone displayed under "WiFi Sharing Enabled" in Folders Pro. ie:http://192.168.1.100:8080
5. Click **Connect**
6. When you click **Finish** this will open up a Finder window where you can simply drag and drop files to/from the device.

Windows XP / Server 03

In Folders Pro:

1. Unlock the Application with your password
2. Press the WiFi button found on the bottom left side of the screen.
3. Use the address displayed under "WiFi Sharing Enabled" in the following instructions for your PC or Mac.
4. **DO NOT PRESS DONE** until you have finished with all of your file transfers.

On your PC:

1. Click **Start > My Network Places**
2. Click **Add a Network Place**
3. Click **Next** on the **Welcome to the Add Network Place Wizard**
4. Click **Next** on the **Where do you want to create this network place**
5. In the **Internet or network address** type the address of your iPhone displayed under "WiFi Sharing Enabled" in Folders Pro. ie:http://192.168.1.100:8080
6. Type in a Name for the connection
7. Click **Finish** on the **Completing the Add Network Place Wizard**
8. When you click **Finish** this will open up a Windows Explorer window where you can simply drag and drop files to/from the device.

Windows Vista / Server 08

In Folders Pro:

1. Unlock the Application with your password
2. Press the WiFi button found on the bottom left side of the screen.
3. Use the address displayed under "WiFi Sharing Enabled" in the following instructions for your PC or Mac.
4. **DO NOT PRESS DONE** until you have finished with all of your file transfers.

On your PC:

1. Click the **Windows Logo**
2. Click **Computer**
3. Right Click in Explorer
4. Select **Add a Network Location**
5. Click **Next** on the **Welcome to the Add Network Location Wizard**
6. Select **Choose a custom network location**
7. Click **Next** on the **Where do you want to create this network place**
8. Type the address of your iPhone displayed under "WiFi Sharing Enabled" in Folders Pro. ie:http://192.168.1.100:8080
9. Click **Next**
10. On the **What do you want to name this location**, enter a name
11. Click **Finish**
12. When you click **Finish** this will open up a Windows Explorer window where you can simply drag and drop files to/from the device

Windows 7

In Folders Pro:

1. Unlock the Application with your password
2. Press the WiFi button found on the bottom left side of the screen.
3. Use the address displayed under "WiFi Sharing Enabled" in the following instructions for your PC or Mac.
4. **DO NOT PRESS DONE** until you have finished with all of your file transfers.

On your PC:

1. Click the **Windows Logo**
2. Click **Computer**
3. Right Click in Explorer
4. Select **Add a Network Location**
5. Click **Next** on the **Welcome to the Add Network Location Wizard**
6. Select **Choose a custom network location**
7. Click **Next** on the **Where do you want to create this network place**
8. Type the address of your iPhone displayed under "WiFi Sharing Enabled" in Folders Pro. ie:http://192.168.1.100:8080
9. Click **Next**
10. On the **What do you want to name this location**, enter a name.
11. Click **Finish**
12. When you click **Finish** this will open up a Windows Explorer window where you can simply drag and drop files to/from the device

Ubuntu 8.04

In Folders Pro:

1. Unlock the Application with your password
2. Press the WiFi button found on the bottom left side of the screen.
3. Use the address displayed under "WiFi Sharing Enabled" in the following instructions for your PC or Mac.
4. **DO NOT PRESS DONE** until you have finished with all of your file transfers.

On your PC:

1. In the Ubuntu Window Manager GNOME Panel
2. Click **Places**
3. Click **Connect to Server**
4. Select **WebDAV (HTTP)** from the **Service Type**
5. In **Server** enter the iPod/iPhone IP Address, for example 192.168.1.100 displayed under "WiFi Sharing Enabled" in Folders Pro. ie:http://192.168.1.100:8080
6. In **Port** enter 8080
7. Enter a **User Name** if you have set authentication
8. Click **Bookmark**
9. Enter a **Bookmark Name**

10. Click **Connect**

Using Password Authentication

You can increase the security of your WiFi file transfers by enabling WebDAV authentication. By enabling WebDAV authentication only users on your network with the proper username and password will be able to connect to your WiFi share.

To Enable WebDAV Authentication

1. Unlock the application by entering your password.
2. Press the "gear" icon to open the configuration screen.
3. Under WebDAV Authentication, turn the slider to the ON position.
4. Enter the Username and Password you wish to use for authentication.
5. Press the Save button.

Once authentication has been turned on, all future WiFi connections will require the username and password you entered to connect. You can disable authentication at any time by turning the toggle back to the OFF position.

Importing from the Camera and Photo Gallery

You can store files from your device's photo gallery or take photos or video directly from the camera and save them in Folders.

To Add a File from the Photo Gallery

1. Open the folder you want to add the file to.
2. Press the plus "+" button at the bottom left of the screen.
3. Press the "**Add File**" button.
4. Press the "**From Gallery**" button.
5. Select the photo or video you wish to import.

To Add a File from the Camera

1. Open the folder you want to add the file to.
2. Press the plus "+" button at the bottom left of the screen.
3. Press the "**Add File**" button.
4. Press the "**From Camera**" button.
5. Take a photo or a video using the camera.
6. Press the blue "Use" button to add it to your folder.

Downloading Files from the Web

Folders comes with a built in web browser that allows you to directly download files from the Internet into a folder while you browse the web!

Using the Folders Web Browser

1. Open the folder you want to save files to.
2. Press the plus "+" button at the bottom left of the screen.
3. Press the **"Add File"** button.
4. Press the **"From Web"** button.
5. Enter the web address in the field at the top of the screen.
6. Press the "GO" key on the keyboard.
7. Surf the web. Each link you press will give you the option to "Browse" or "Save". Choosing "Browse" will open the link in the browser just like it would in Safari. Pressing "Save" will save the link or file to your current folder.

Emailing Files

With Folders Pro you can email files as attachments directly from your folders.

To Email Files

1. Open the folder with the file(s) you wish to email.
2. Press the email icon (the very middle icon at the bottom of the screen).
3. Click on the files you wish to email. A checkmark will appear after the files you select.
4. Press the Send button when you wish to attach the files and begin composing your email.

Deleting Files and Folders

You can delete individual files or you can delete entire folders of files. The deletion process is similar to most built in iPhone/iPod touch applications. Please note that you can only delete locked folders after unlocking the application with your password.

To Delete a File or Folder

1. Press the "Edit" button at the top right of the screen.
2. For each file or folder you wish to delete, press the red (-) "minus" button to the left of the item name.
3. Press the red delete button to confirm.
4. When finished, press the done button at the top right.

Changing Your Password

How to change your password

1. Press the padlock button on the bottom right and enter your password.
2. Press the padlock button again and press the "Change Password" button.