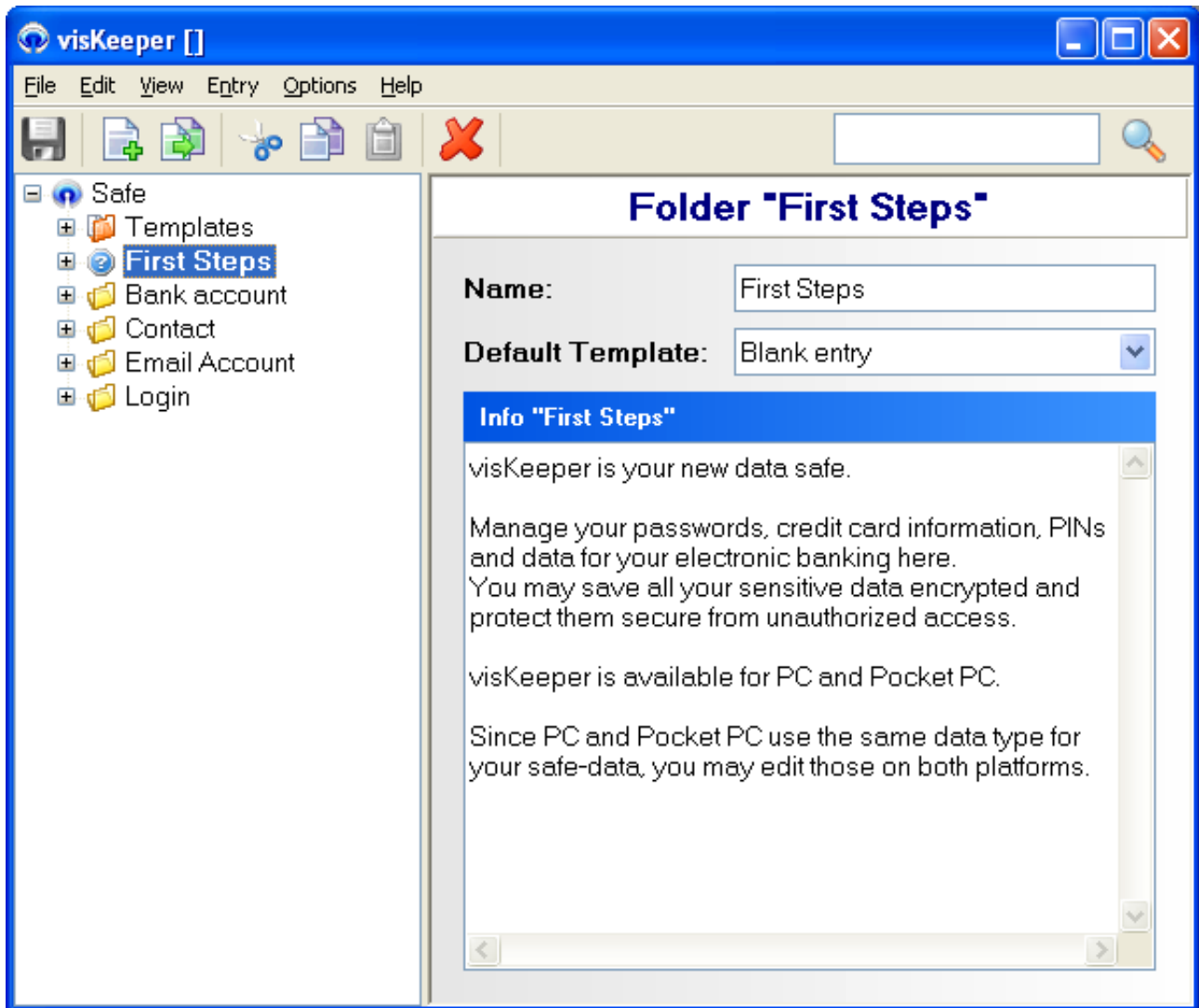


User manual visKeeper PC



www.viskeeper.com

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Foreword

Dear user,

When buying **visKeeper** you chose an innovative software solution.

The combination with the patented and well-proven visual Key Technology grants that visKeeper is not only a comfortable but also a well protected data safe.

This manual will lead you through the installation of visKeeper PC and acquaint you with the handling of the program. You will find information on the following topics:

1. Installation
2. Program documentation: Here you will find a detailed description of all functions and options of visKeeper.
3. The patented visual Key-Technology: This chapter is for those readers who want to learn more about how the picture password works and why the process is so secure.

All functions of this software have been carefully tested on different devices. To our knowledge visKeeper runs faultlessly on all Windows PCs.

Minimum is a PC with Intel Pentium or comparable processor with Windows 98/ME/NT4/2000/XP.

SFR GmbH may not be held liable for any loss of data. Please read the information in the license agreement that will be shown during the installation (it may also be found in this manual).

Should you have any problems with our software, please visit www.viskeeper.com and read our FAQ.

Additionally you will find our forum there which helps to solve many problems.

Alternatively you may send us an e-mail to support@sfr-software.com.

We hope you will enjoy visKeeper!

Winfried Schöttler

- CEO SFR GmbH-

Installation

Preliminary remarks

In order that you may install and use visKeeper as easily as possible, our software developers created a convenient installation routine and intuitive software handling. The installation routine will run almost completely software assisted. Only where you have to choose between certain options you will get a message which may be answered with one click.

The suggested settings have been thoroughly tested, and we recommend that you confirm them.

Start installation

Start the Setup file

Start the installation file from your download directory. The installation routine will greet you with a "Welcome"-screen.

Please read the information and confirm.

Accept the License Agreement

Now you will be shown the license agreement of visKeeper.

If you want to install and use the software, please confirm with **"Yes"**.

The regulations may also be found in this document.

Installation folder and start menu entries

You can choose where to install visKeeper on your system and where to put the start menu entries.

We recommend that you use the default settings.

Termination of Copying Process

When copying is finished you will be asked to install visKeeper Pocket PC, too. If you don't need the PPC version you can deactivate the switch and install it later.

First Start of the Software

You may find a link to the program under "Start -> Program Files -> SFR -> visKeeper" on your PC. Use this link to start the program.

On the first start of visKeeper you will be asked to register:

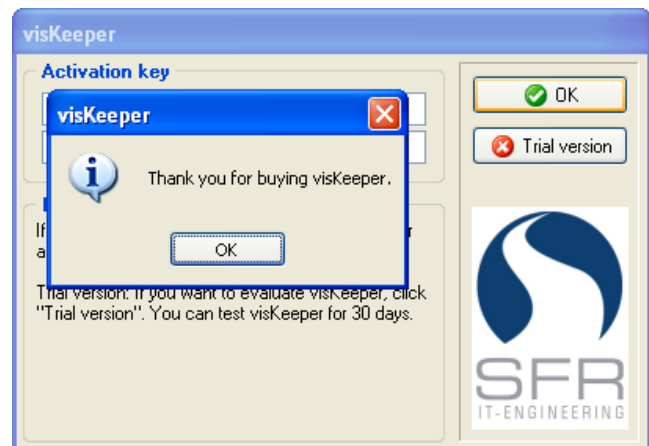


Now you must enter your activation key to unlock the software. Confirm your input by clicking "OK" in the menu bar.

If you want to test visKeeper click on "Trial version". You may use it for 30 days before registration.

If you made a mistake when entering your activation key, please correct it and click "OK".

After you have entered the correct activation key a message box will appear. Please confirm with "OK".



Program documentation

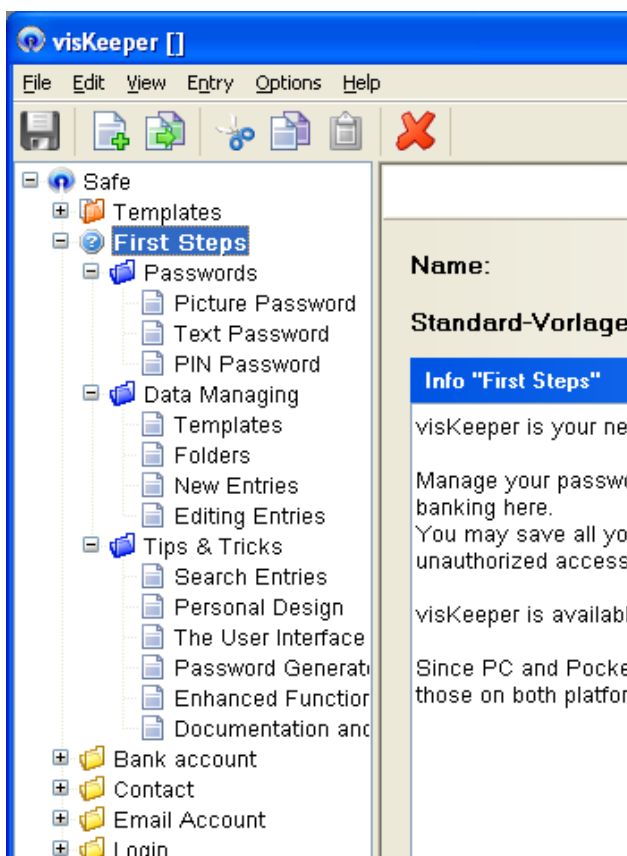
Starting visKeeper

You may find the link to the program under "Start -> Program Files -> SFR -> visKeeper" on your PC. Use this link to start the program.

After starting visKeeper you will be asked to enter the password of the least used visKeeper file.

Another alternative to start visKeeper is to click on a visKeeper file in the file explorer. Then visKeeper will open this file and offer the login screen for password input.

The first use of visKeeper



If you are using visKeeper for the first time, the program will create a new empty visKeeper database.

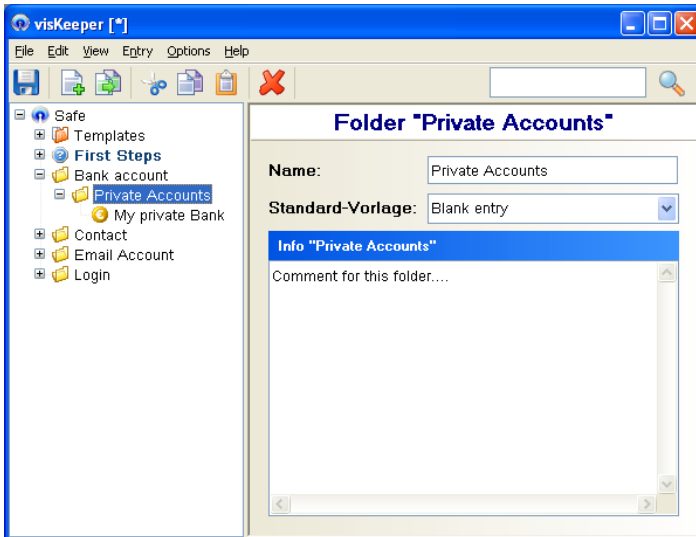
In the treeview you will see the template folder and a folder called "first steps". There you will find an overview of the most important features and settings of visKeeper.

You will be shown, how you can work even faster and more comfortable with visKeeper.

How visKeeper helps you organizing your data

visKeeper offers many structures and elements to easily organize all of your private data.

Folders



With folders you can organize your data hierarchically.

You can set the name and the icon of a folder and an info text (description).

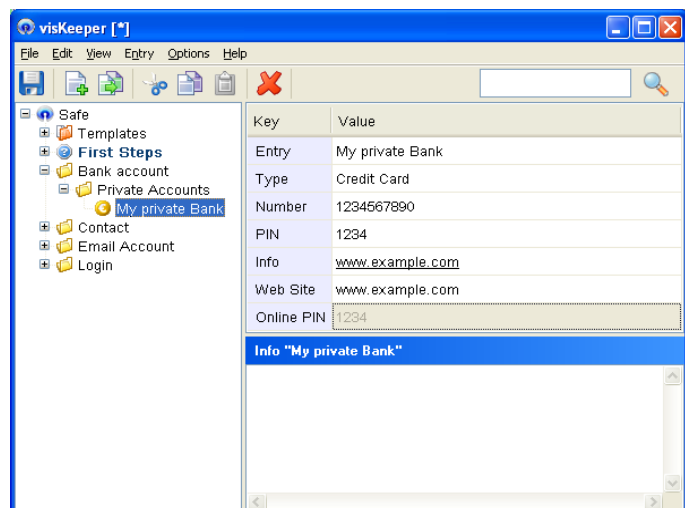
Select a standard template for the folder, which will be offered, when you create a new entry in that folder.

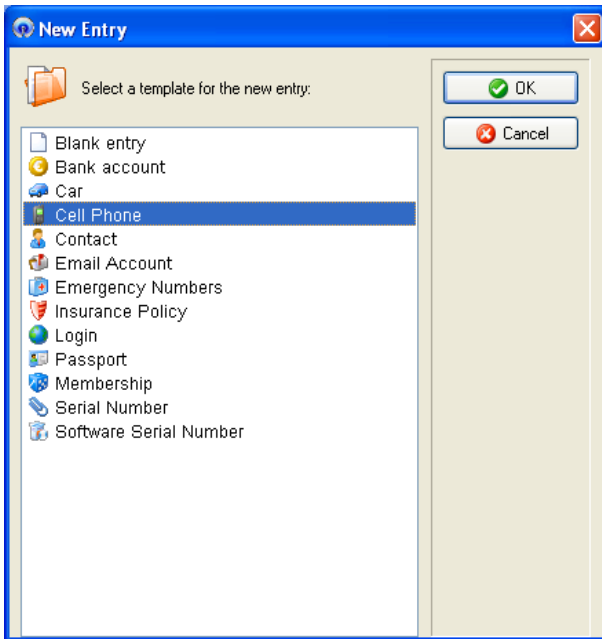
New folders can be created in the safe root or in all other folders (subfolders).

Entries

You can use „entries“ to store data in a data table with an unlimited number of rows.

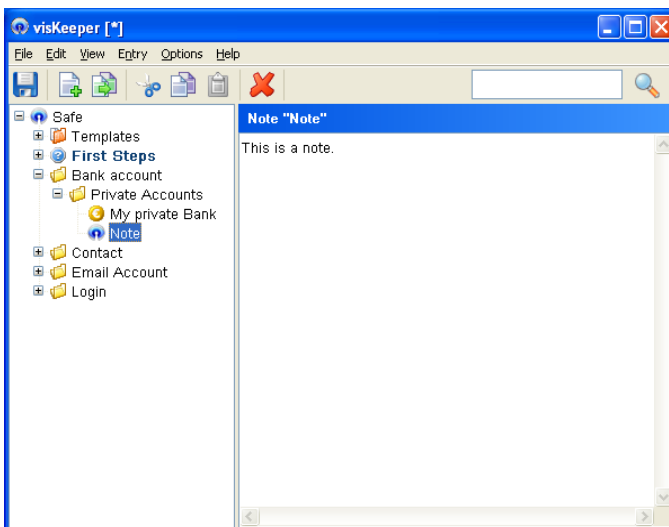
For an entry you can set the name and an icon. You can fill all the rows with a description (left column) and the „data“ (right column). Finally you can write an info text with as many lines of text as you like.





You can create new entries in any folder. If you want to create a new entry you have to select a template first. You can change any detail of the entry afterwards.

Notes



Notes are data which can be shown and edited in a large text field.

You can create new notes in any folder and below entries.

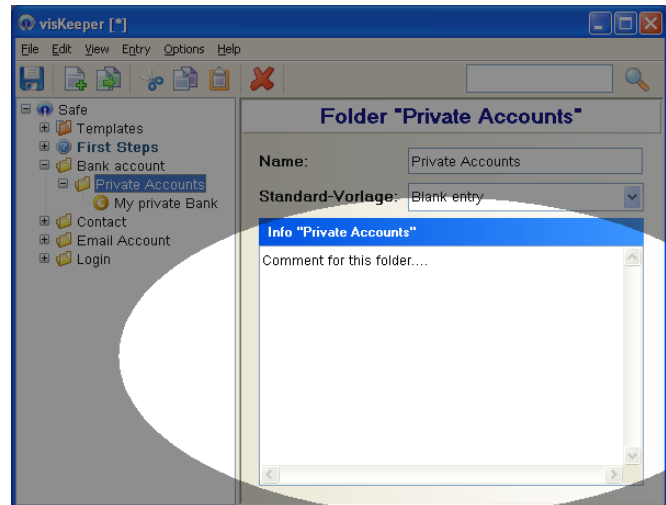
The maximum length of a note is 32,000 characters.

Info texts

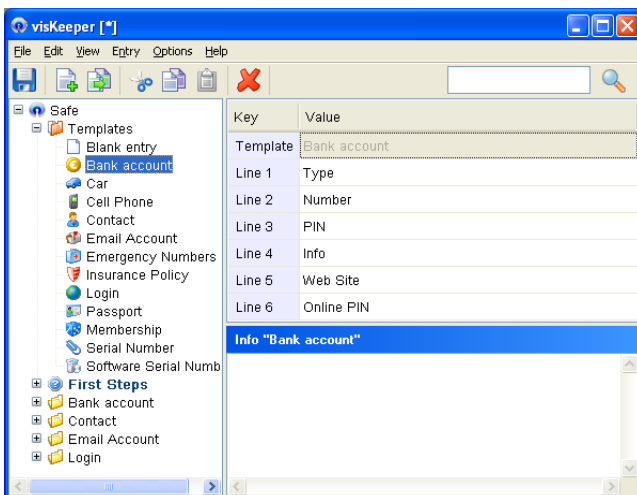
Info texts are notes, that are hard-linked to an entry or folder.

The text is shown in the data area of the screen and can be edited there directly.

The maximum length of an info text is 32,000 characters.



Templates



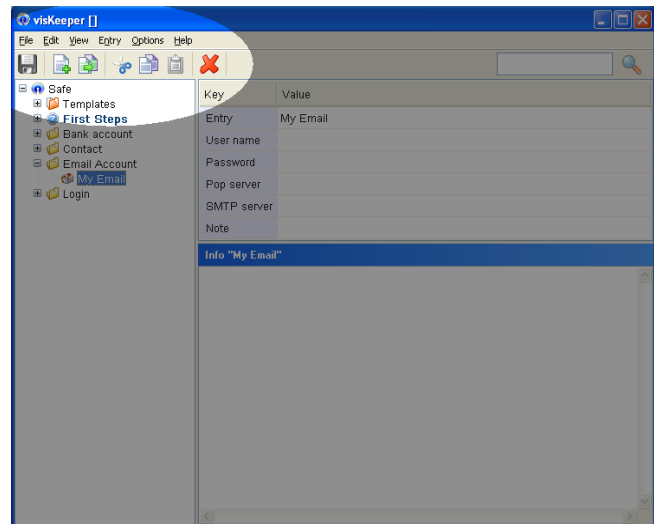
Templates can be found in a special folder right below the safe root in the treeview. With templates you can create entries with a similar structure. VisKeeper offers a list of standard templates by default.

You can create your own custom templates in the templates folder.

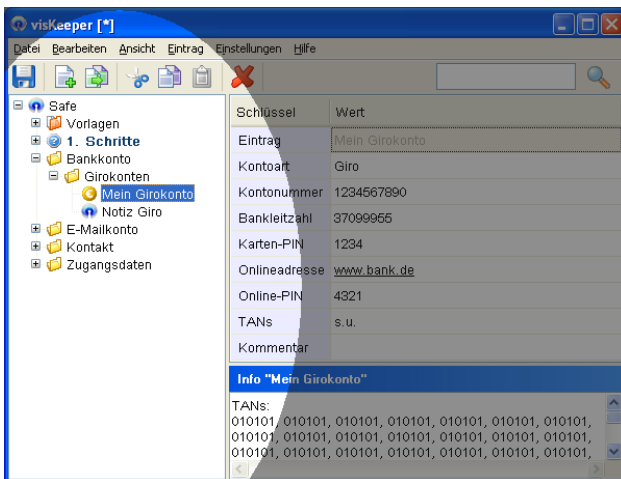
The main screen

The toolbar

The toolbar offers fast access to the recently needed functions of visKeeper, i.e. clipboard functions.



The treeview



The main screen shows a treeview on the left hand side. This tree contains all folders, entries and notes you have created.

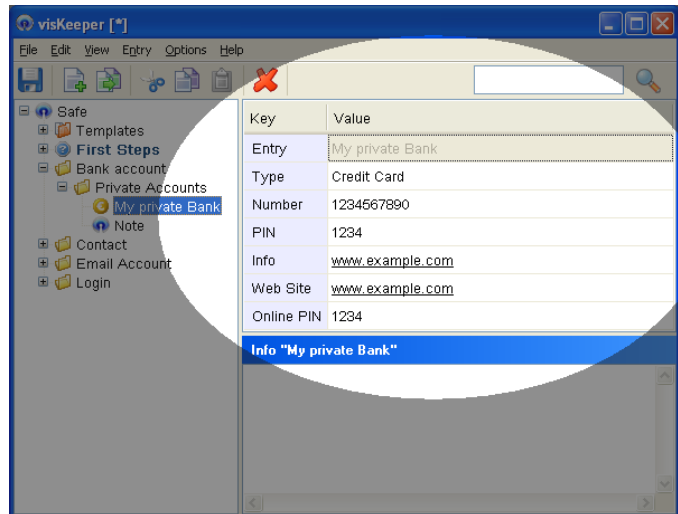
The data is organized hierarchically and you can navigate through the tree to an entry with your mouse.

Select a tree item to show and edit the detailed data.

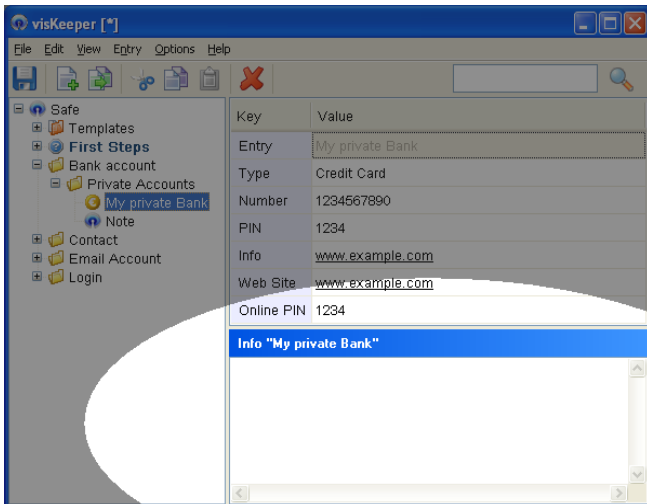
The table

The table on the right side of the main screen shows the detailed data of the selected entry.

Just enter a row and type on your keyboard to change the data.



Info texts and notes



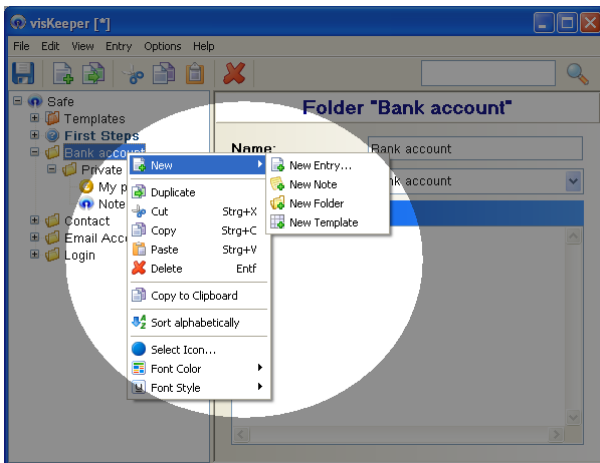
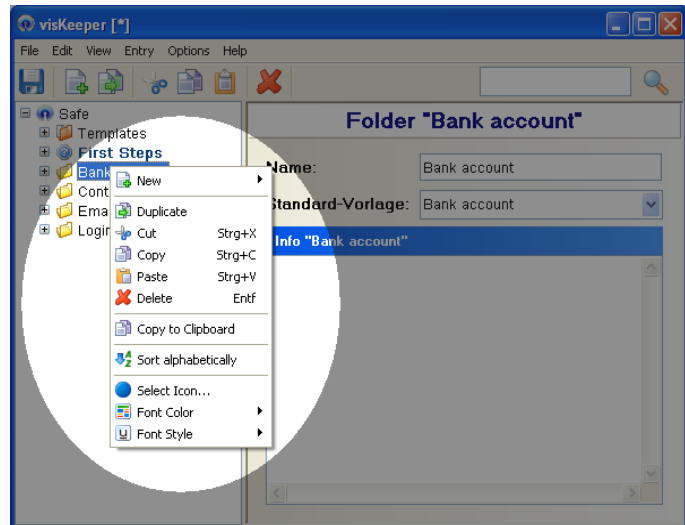
Below the table you can see and edit the info text (description) for the selected folder or entry.

If you select a note in the treeview you can see and edit the text on the right hand side of the main screen.

Context menu of the treeview

Many features of visKeeper can be reached in the context menu of the treeview and the table.

Some features are only located there. You can open the context menu with a right-click on a tree item.



With the menu item „New“ you can create new folders, entries and notes, if allowed at the current position.

With „Duplicate“ you can create a copy of the selected item with all subitems.

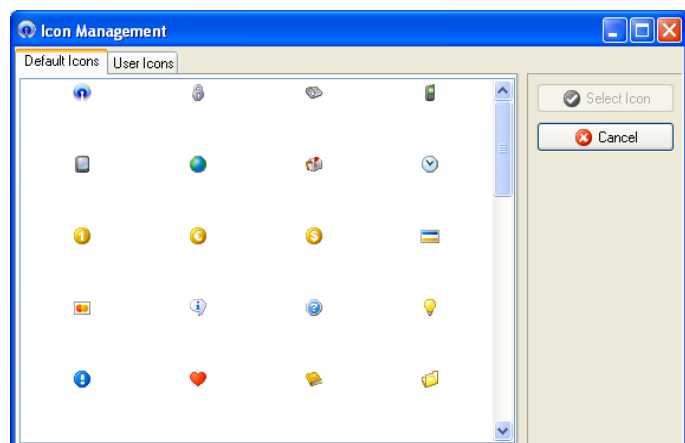
„Cut“, „Copy“ and „Paste“ offer the standard clipboard features. You can easily use them to move parts of the tree to a new location.

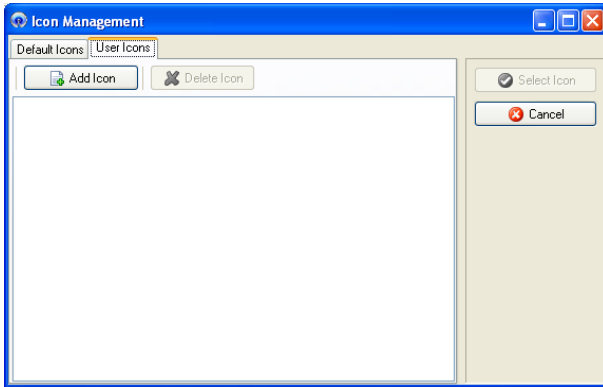
„Delete“ removes an entry or folder with all subfolders.

With „Copy to clipboard“ you can copy a whole entry with all rows as formatted text to the clipboard.

„Sort alphabetically“ will sort the entries and folders of the current tree level by name.

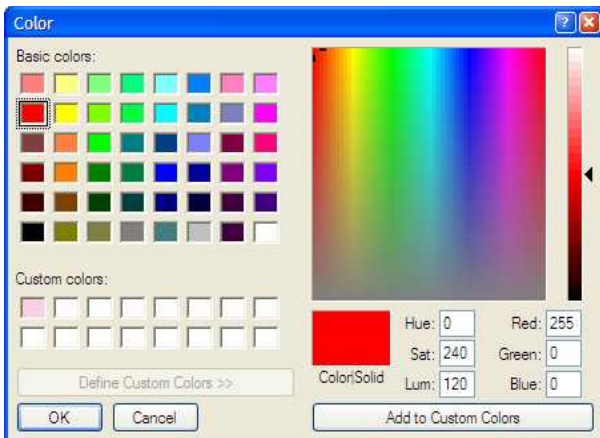
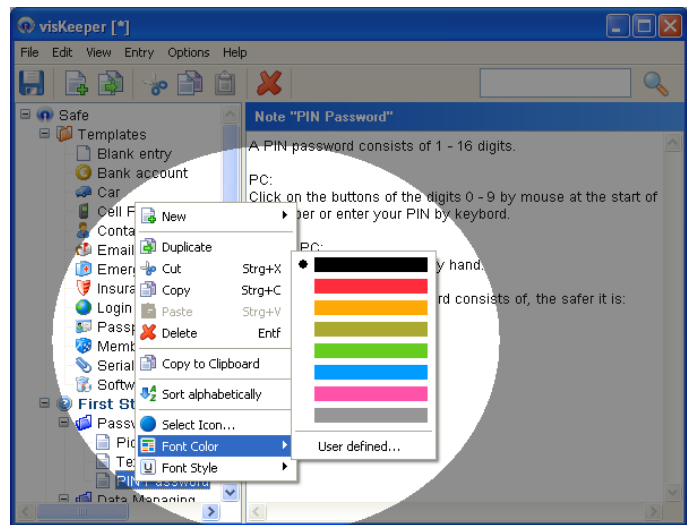
With „Select icon“ you can reach the icon management screen. Select one of many default icons for your entry or folder here.





You can even use your own icons. You can import them by „drag&drop“ or using the button „Add Icon“. visKeeper recognizes many picture formats.

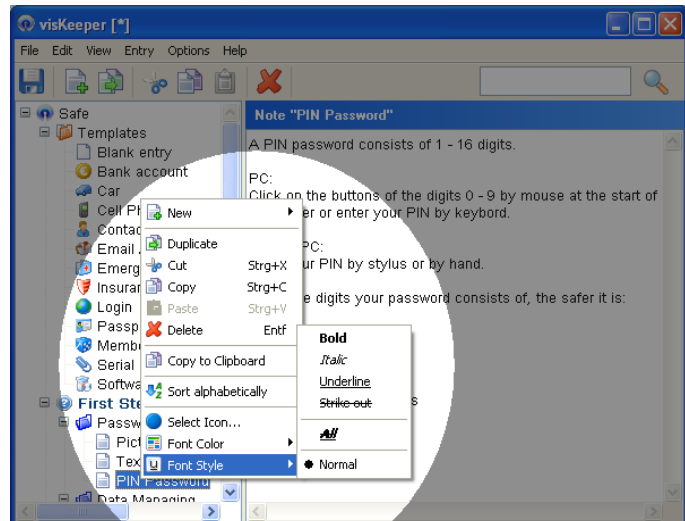
The submenu „Font Color“ offers many default colors for your entries. You can even define your own color in a separate screen, if you select „User defined ...“ from this menu.



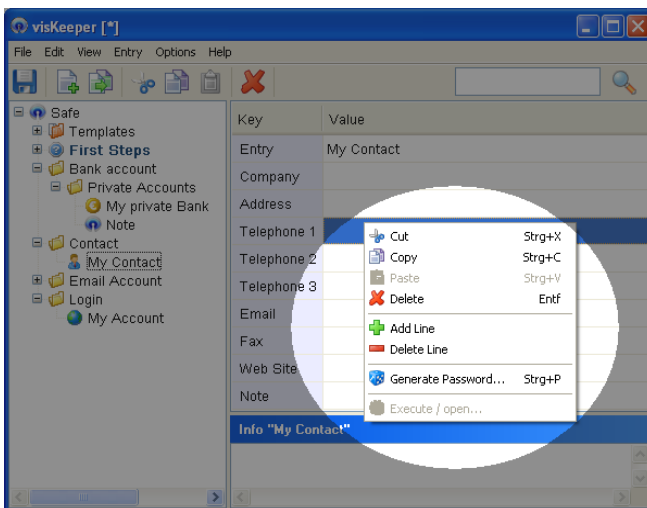
The color screen offers an extended color list. Define you own color easily here.

The submenu „Font Style“ offers a selection of different font styles.

You can i.e. select bold font or underlined font.



Context menu of the table view



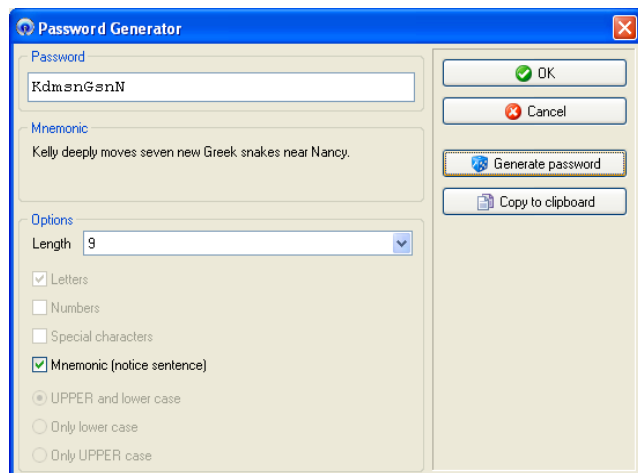
With „Cut“, „Copy“ and „Paste“ you can use the standard clipboard features. You can copy or move text data from one row or field to another.

You can add new rows or delete rows from an entry.

With „Generate Password“ you can enter the password generator screen of visKeeper.

You can easily create new random password here. Select your preferred settings for the new password first.

With „Execute / Open“ you can start another external program. If you have written an internet address (hyperlink) in a row then the browser will start automatically with the given address.



Working with „drag&drop“

With „drag&drop“ you can comfortably use many features of visKeeper.

You can change the order of items in the treeview with your mouse.

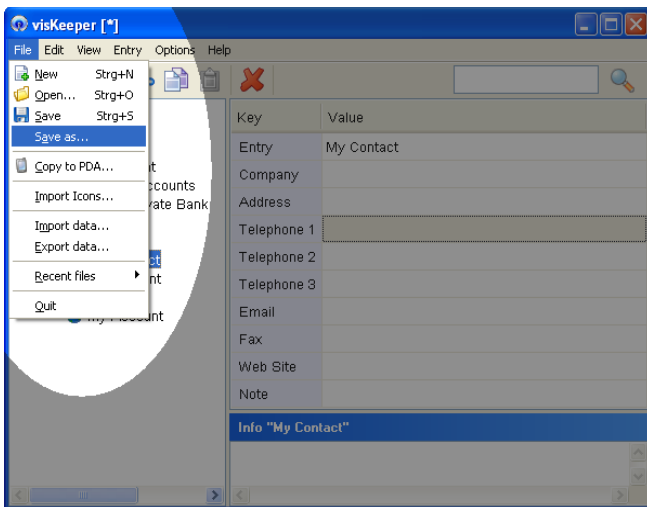
Simply change the order of the rows of an entry in the table.

Drop icons or other pictures directly on a tree item. The picture will be imported, assigned to the current item and added to the custom icon list.

You can drop texts from other programs (browser, word processor) to a table row or a note in visKeeper.

The menu item „File“

Create a new visKeeper file



If you select „New“ from the file menu, visKeeper will create a new visKeeper file with default entries.

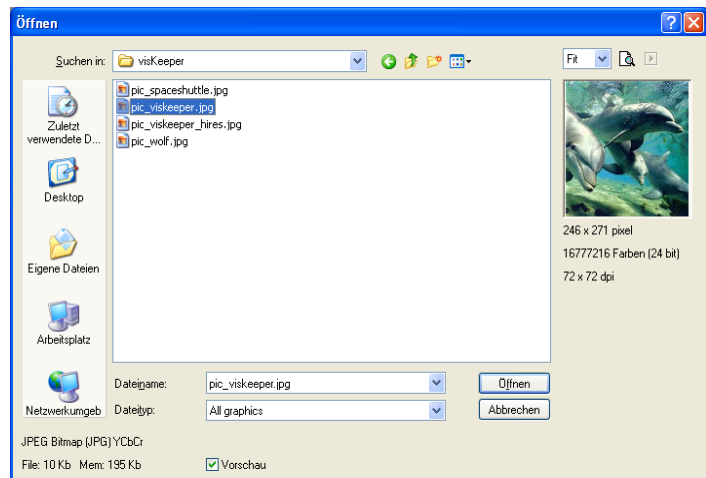
You can save changes of the currently opened visKeeper file before the new file is being created.

visKeeper will then bring you to the settings screen, so you can define a password for your new visKeeper file.

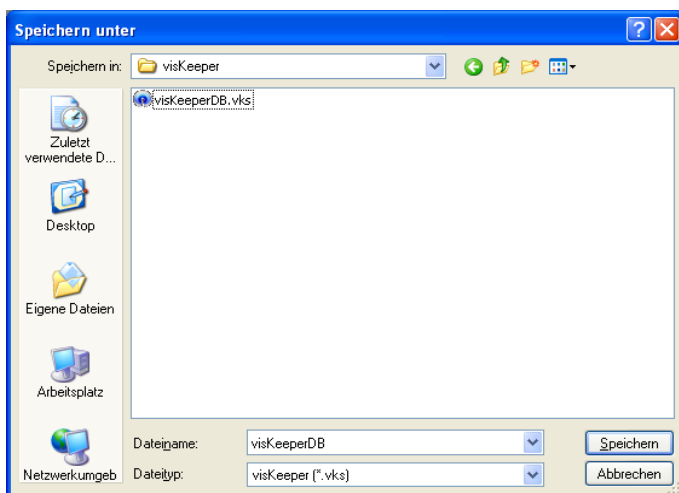
Open an existing visKeeper file

You can open an existing visKeeper file using this menu item.

visKeeper will ask for the password, before you can access the data of the opened file.



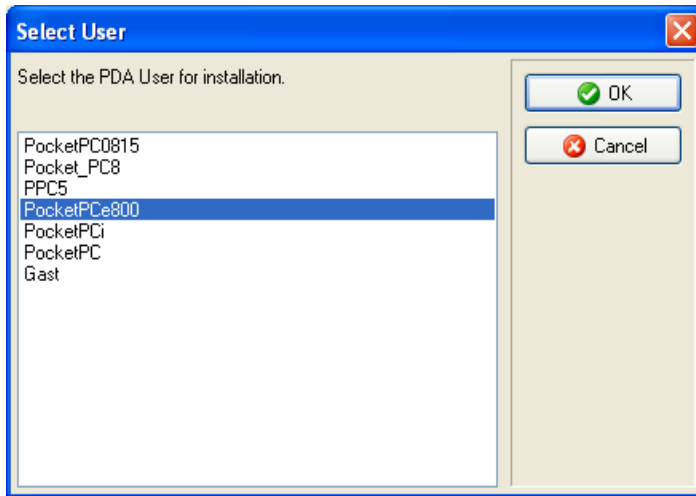
Save a visKeeper file



With „Save“ you can save the changes you made in the current visKeeper file.

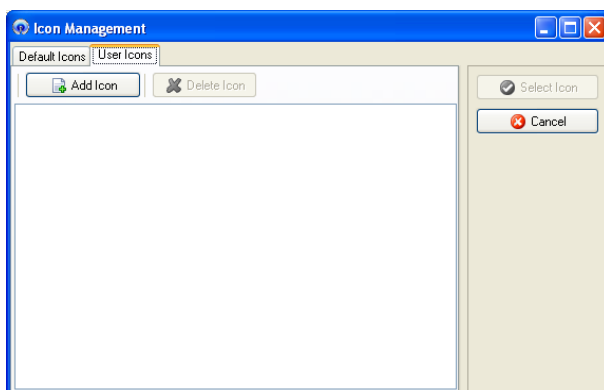
With „Save as“ you can save the changes to a different filename.

Copy a visKeeper file to your PDA



With „Copy to PDA ...“ you can copy the current visKeeper file to your Pocket PC. If you have more than one Pocket PC connected to your PC, you must select the correct user/Pocket PC from a list.

Import icon files



With „Import icons ...“ you can enter the icon screen.

You can add your own icons to a visKeeper file. Use „drag&drop“ or click the button „Add Icon“. visKeeper recognizes many picture formats.

Import data

You do not need the „Import“ feature, to open an old visKeeper file (version 2.2.4 or older). Please use the „File->Open“ dialog for this issue. If you open an old file visKeeper will automatically convert your data to the new format.

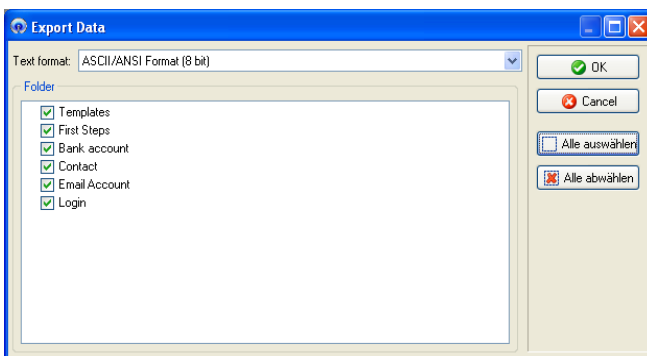
You can import data from the following formats:

- visKeeper file (old and new format)
- CSV file



Select the format, from which you want to import data. The visKeeper import wizard will guide you through the rest of the import process.

Export data



With the menu item „Export“ you can write your data to a text-formatted file. You can select, which of your data you want to export in the export screen.

You can backup the export file or i.e. print the file.

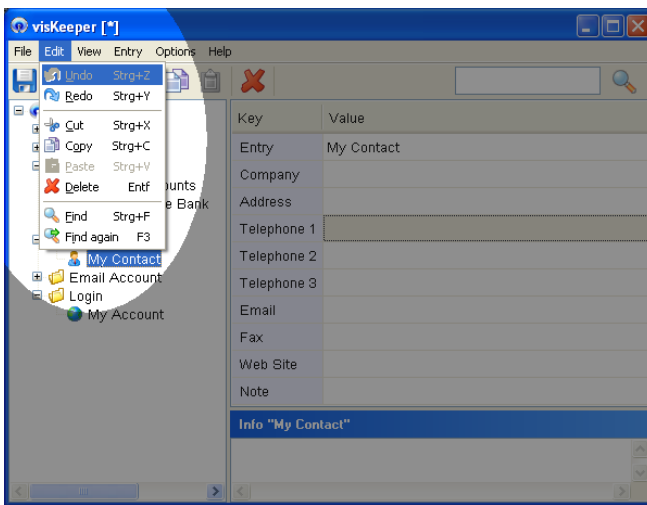
Least recently used visKeeper files

This submenu contains the least recently used visKeeper files. Just click on a menu item to open the file.

Exit visKeeper

You can exit visKeeper with the menu item „Quit“. Or you can click the window button „X“ to close the program. visKeeper will ask to save the changes in the current file before it finally shuts down.

The menu item „Edit“



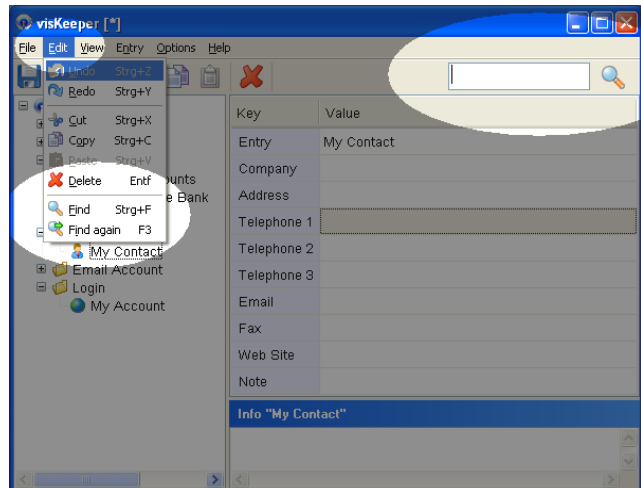
You will find features for clipboard handling in the menu item „Edit“. You can easily copy or move text data or folders and entries.

„Undo“ and „Redo“ are available to cancel changes.

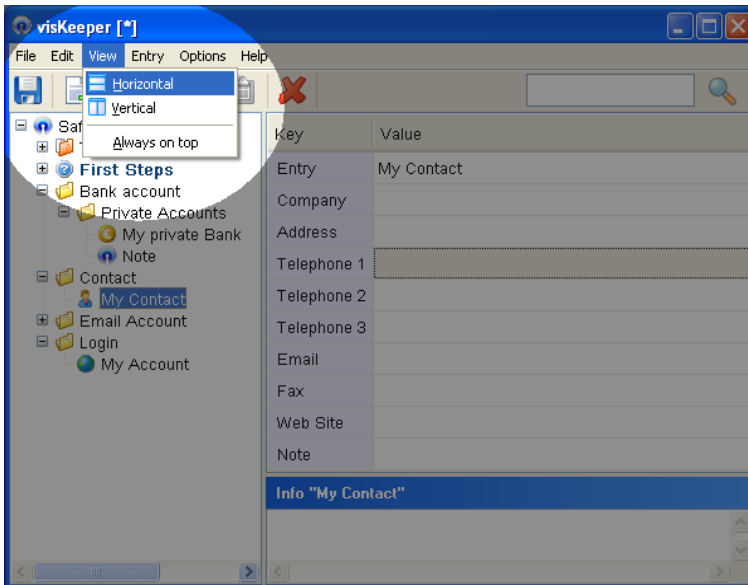
With the features „Find“ and „Find again“ you can search the whole visKeeper file for a text string. VisKeeper will find entries, notes and info texts containing the text string.

You have to enter the text string in the field in the upper right corner of the main screen.

VisKeeper will mark the hits directly in the treeview and the data fields until no more matching entries are found.



The menu item „View“

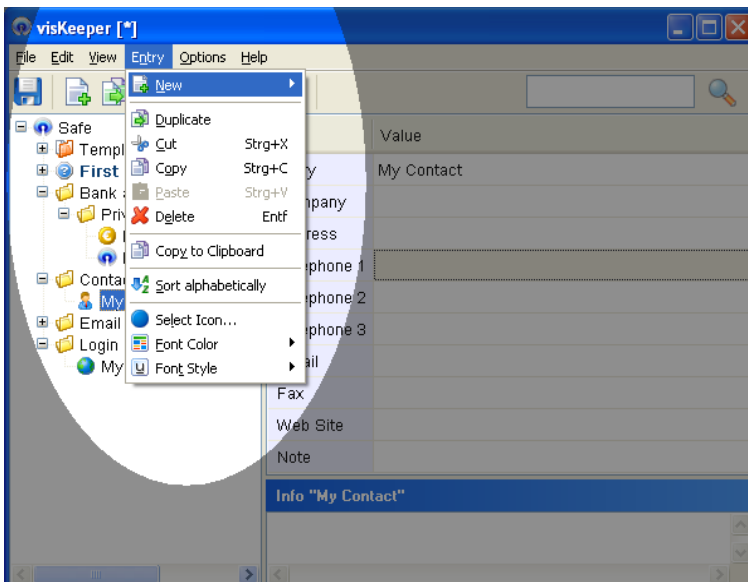


The menu item „View“ contains features to change the partitioning of the main screen.

Set the option „Always on top“ to always keep the visKeeper window in the foreground of your desktop.

You can change the proportions of the items in the main screen (treeview, table, info text) easily with your mouse.

The menu item „Entry“



This menu item corresponds the context menu of the treeview.

Read the separate chapter some pages above to get more information about these features.

The menu item „Options“

Page „Security“

The „Options“ screen offers all settings of visKeeper divided into separate topics/pages.

On the page „Security“ you can select the login method you want to use.

The following methods can be chosen:

1. Picture Password (visKey)
2. PIN Password
3. Text Password

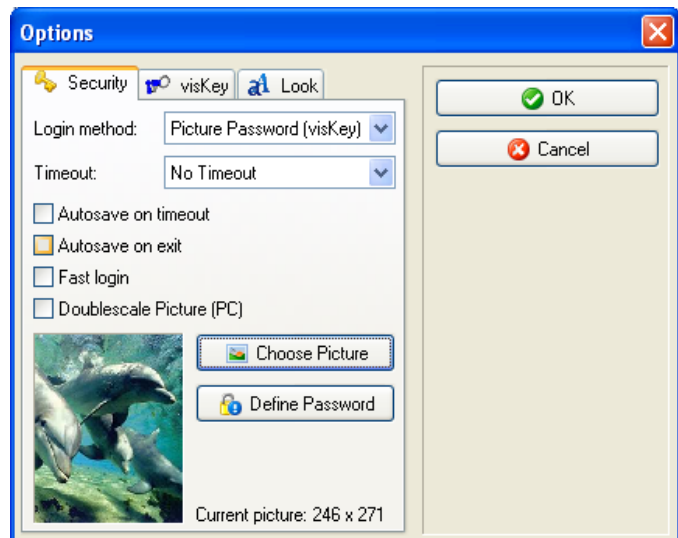
Depending on the login method you have selected, a different screen will appear, when you want to define a new password.

The option „Timeout“ can be set to let visKeeper automatically close after a defined time period without activity.

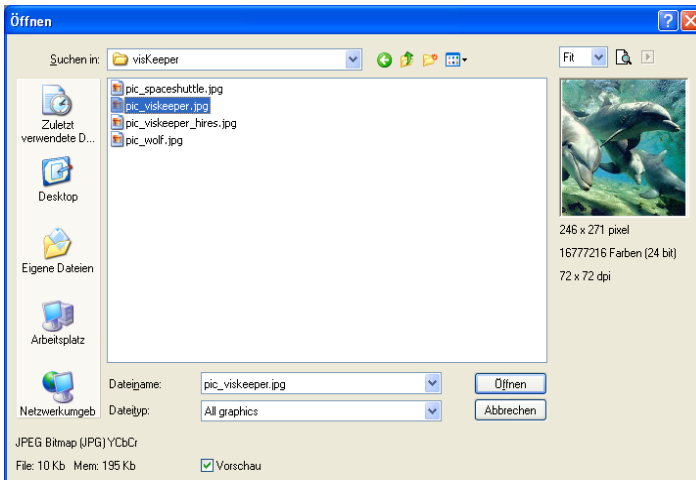
If you set the option „Autosave on timeout“, visKeeper will save all changes to the current file, when a timeout message comes up and then will shut down.

The option „Autosave on exit“ can be used to let visKeeper automatically save changes, when you exit the program manually.

If you set the option „Fast login“, you will be logged in to a visKeeper file, when you have entered the last correct „character“ of the password.



Select a picture file



You can select a picture for your password using the button „Choose Picture“. visKeeper accepts only pictures in JPEG format for the login screen.

If you have chosen the login methods PIN password or text password, the selected picture will only be shown in the background of the login screen.

If you use a picture password, this picture is essential for entering your password. A picture password consists of spots in a picture, which have to be clicked in a defined order.

Define a new password

Use the button „Define Password“ to set a new password for the current visKeeper file.

Depending on the selected login method you see a different screen.

If you use a picture password, you see the selected picture. Now click on several spots in the picture to define your new password. Then click „OK“.

Now you must enter your new password again to confirm it.





If you use a text password, the password definition screen shows the selected picture (not necessarily) and two text fields.

Now enter your new password using the keyboard and repeat your input in the second field for confirmation. Then click „OK“.

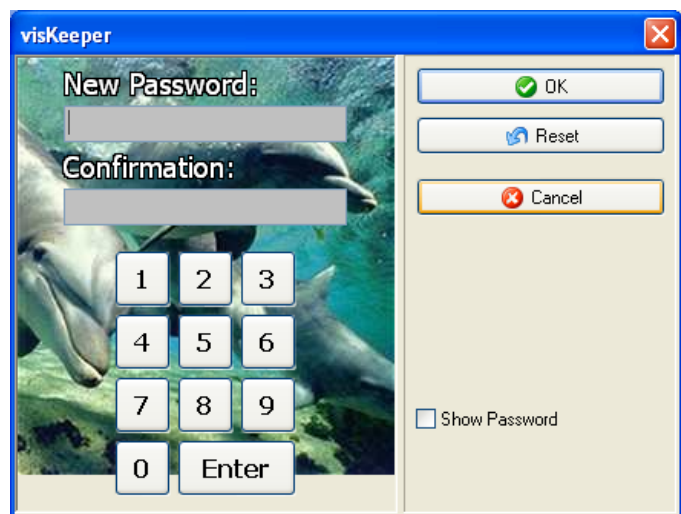
You can let visKeeper show the new password string, if you activate the option „Show Password“.

If you use a PIN password, the password definition screen shows the selected picture (not necessarily) and two text fields.

You can also see a number pad.

Now enter your new password using the number pad or your keyboard and repeat your input in the second field for confirmation. Then click „OK“.

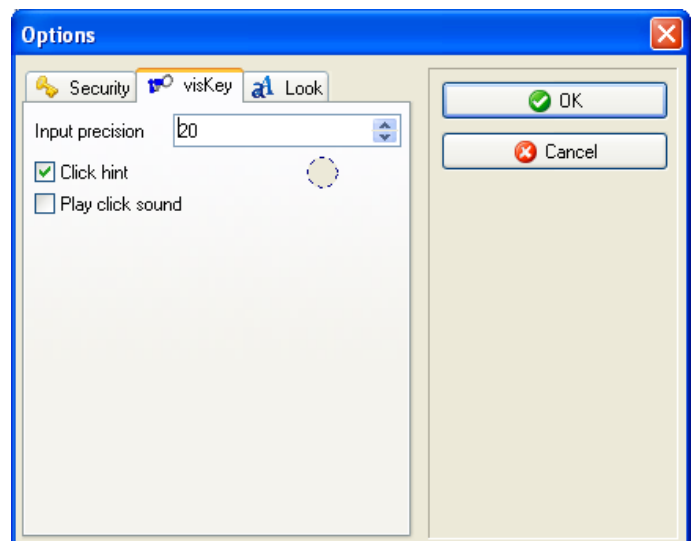
You can let visKeeper show the new password string, if you activate the option „Show Password“.



Page „visKey“

The page „visKey“ contains settings for your picture password. If you have chosen another login method, this page may not be visible.

The option „Input precision“ defines a tolerance area of between 10 and 60 pixels around each spot of your picture password. A higher value makes password input easier and a lower value increases the security of your password. To get a better association with this value, a blue circle is drawn below.



You can use the option „Click hint“ to let visKeeper show a blue point in the login screen, when you click the password spots in your picture. This helps you entering your password.

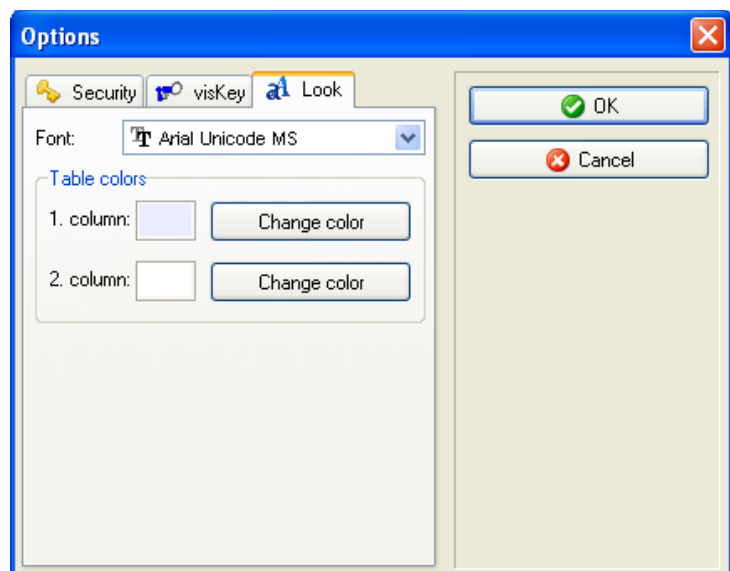
Use the option „Play click sound“ to let visKeeper play a sound, when you click the password spots in your picture. This helps you entering your password.

Page „Look“

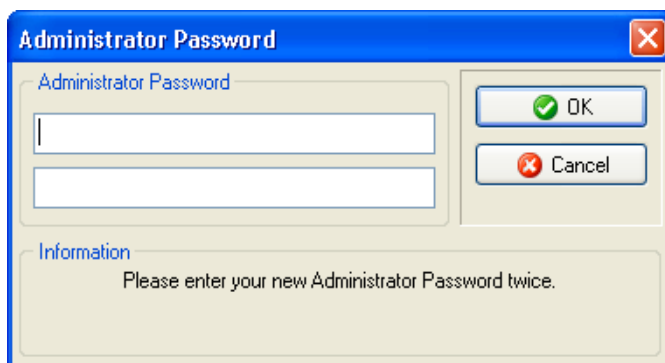
On this page you can set the overall look of the visKeeper main screen.

You can choose a font, that will be used for the treeview and the table.

You can select different colors for the columns of the table.



Define Administrator password



The menu item „Options“ contains the item „Administrator Password“.

This password can be used to open a visKeeper file with a different password.

This may be useful for enterprise use of visKeeper to allow an administrator to open a visKeeper file without knowing the user's password.

Please keep in mind, that each

visKeeper file can have its own administrator password.

The administrator password can be up to 16 characters long.

The menu item „Help“



This menu item contains information about visKeeper version and manufacturer.

Synchronize Data

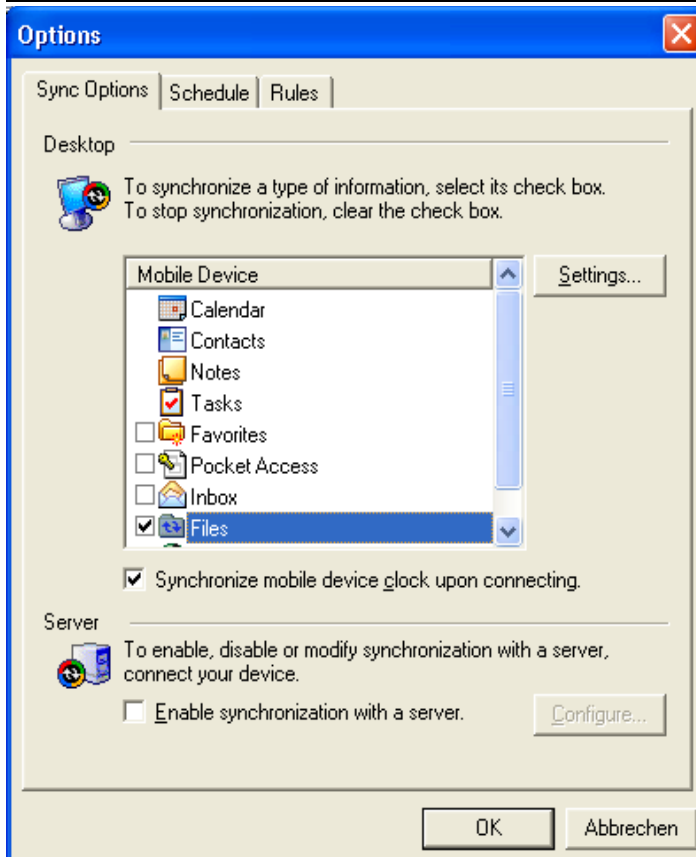
visKeeper files of visKeeper PC can be synchronized with your mobile device. visKeeper is also available for pocket PC. So you can access your data anywhere, if you have a pocket PC with visKeeper PPC or visKeeper Professional.

Synchronization of visKeeper works only with safe files, i.e. the complete safe is copied from the PC to the PDA or vice versa, depending on which file is "newer".

In the ActiveSync software on the PC there is a menu item "Tools -> Options" which opens an options dialog. Here you may define what kind of data shall be synchronized. There is an entry "Files" in the list which must be marked. ActiveSync then creates a new directory on the desktop of the PC. All files in this directory will be synchronized with the directory "My Documents" of the Pocket PC.

Click the button "Settings" to open another window which allows you to further specify the data synchronization.

The visKeeper file, i.e. "visKeeperDB.vks", must be included in the directory with the files that shall be synchronized. Please note that from now on visKeeper PC has to open and edit the safe file in the determined directory in order to be able to transfer the data to the Pocket PC.



Important: You can only synchronize files with same origin. To get data from other safes you can use the import functions of visKeeper.

Uninstall visKeeper PC

You may uninstall visKeeper PC by choosing the entry "Uninstall visKeeper" from the menu "Start -> Program Files -> SFR ->visKeeper" on your PC. The program will be removed completely from your PC. If you want to use visKeeper again later on you will have to reinstall it as described in the chapter "Installation".

The patented visual Key-Technology

Most operating systems and many programs require that the user identifies himself. Usually this is effected by typing in a text password. For security reasons these passwords should not be created associatively (NOT the children's first names, NOT the wedding day, etc.). Furthermore, the passwords should be changed regularly.

Thus most computer users have to memorize several difficult and ever changing passwords. This results in severe safety gaps, as many users either ignore these rules or note their passwords down.

visual Key: An alternative to text passwords

The disadvantages sketched above may be eliminated in an economical and uncomplicated way by the use of passwords based on images. It is much easier for humans to remember pictures (or parts of pictures) than text. Furthermore, associations with pictures are more variegated and individual.

The input of a visual password is effected by selecting several spots in an image (e.g. by tapping with the stylus). There are more advantages to this method:

- This procedure is not limited to systems equipped with keyboards but may also be employed on touch screens or kiosk systems.
- In comparison to other methods, such as biometric identification technologies, generally no additional hardware is required to employ it, since virtually all today's computer systems are equipped with a mouse or other input device.
- Contrary to biometric identification technologies, there ist no direct correlation between the identification and the person identifying. Several persons may even use the same password.

The process

As a first step to define a password the user chooses an image. This may be any picture, but ideally it should have a multitude of distinguishable details. Then the user selects one or more spots in the picture by stylus tap or using another input device. The password (the visual key) will be created from the selected points and their order.

The chosen details and their sequence are easy to remember. Additionally, the

picture itself helps the user to form individual associations ("there is a BOAT on the RIVER, passing a MAN wearing a HAT").

In order to identify himself to the system later on, the user just has to pick the selected spots in their original order in the given picture.

Technical implementation

Before generating the password the program divides the selected picture (not necessarily visible to the user) into cells. The number of created cells forms the maximum character set (the "alphabet") for the password, each cell representing a single character.

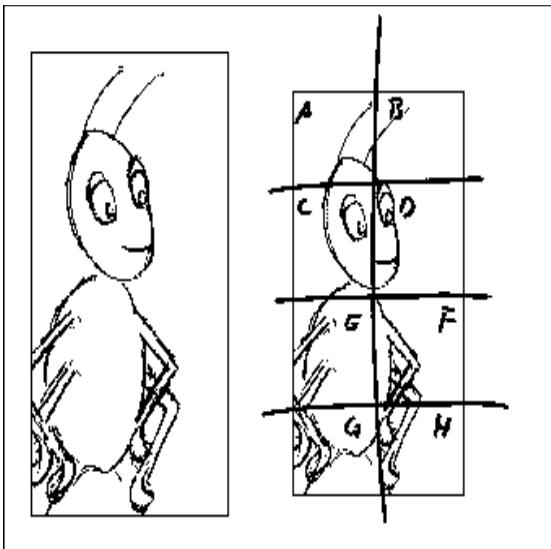
In order to define a password, the user may select any desired spots in the picture: The character of the cell belonging to the spot will be transferred to the password.

Later on, the user identifies himself by choosing the same order of points, thus composing the same password again.

There are two different procedures to divide the image into cells:

1. Regular allocation

The image is divided into regularly sized cells (e.g. rectangles or hexagons). When defining a password this grid is shifted with each input so that any selected spot is situated exactly in the center of a cell. This serves to compensate the inevitable "fuzziness" of later input.



Since it is as good as impossible to hit exactly the same spots (pixels) again when entering the password, this shifting of the entire grid defines the whole cell as valid input area, thus permitting small deviations in any direction.

Apart from the graphic, the cell size and the offsets of all grid shifts must be stored. All this information will be needed to generate the correct password

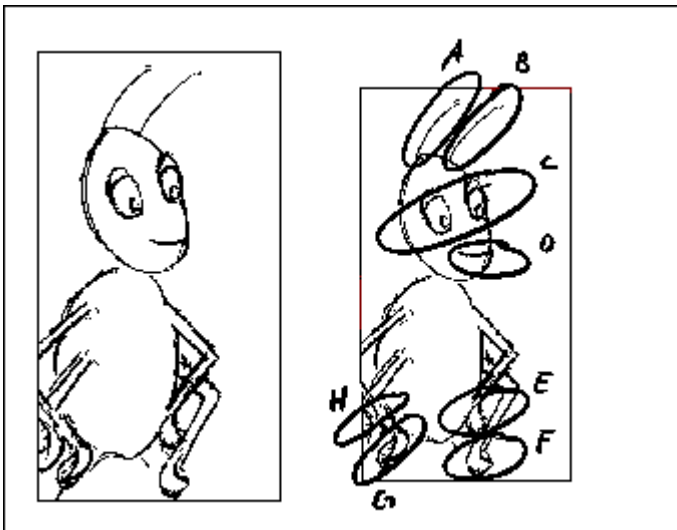
from the user's input. However, it is neither necessary nor wanted to store the password itself.

The security of the password depends on the cell size as well as on the width and height of the underlying graphic, since these data determine the total number of cells and thus the range of the alphabet.

The regular allocation procedure is used by visual Key PPC. Additionally, for each touch the first cell's value is randomized and stored. Thus the first cell does not always represent the character "A" but may contain any character.

2. Irregular allocation

With the irregular allocation of a graphic its particularities can be taken into account (distinct points, individual symbols, remarkable areas). In this case the allocation is done either manually or with appropriately "intelligent" programs. In contrast to the first procedure there is no unspecific fault tolerance. Therefore the user and the creator of the mask have to agree upon how certain symbols shall be analyzed (e.g. "edge or surface").



In addition to the graphic the complete mask (the alphabet) must be stored. Again the security level of the password is dependent on the range of the alphabet (total number of defined areas).

This procedure is currently not supported by our visual Key products but may be subject to future enhancements.

License Agreement

visKeeper PC

Version 3.0.0

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