

User's Guide to GATOR

Version 1.5



A product of

Gator.com

<http://www.gator.com>

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Welcome to Gator

Thank you for downloading and installing Gator, your smart on-line companion!

Gator makes the Web a snap!

Gator is Safe! Gator stores your personal information in an encrypted file on YOUR computer. You control what information goes where at all times!

Gator is Easy!

Gator has three modes for assisting you in filling out forms on the Internet:

Login Helper:

When you reach a web site which requires a login/password combination, Gator's Login Helper surfaces. Once you have logged in the first time, Gator remembers this data for you. The next and subsequent times you return to this site simply click the Login or Fill In button on the Login Helper window to enter the site.

One Click:

At sites that Gator recognizes, the One Click screen will automatically surface and allow you to click a "Fill in" button that will transfer your information from Gator to the web form. Most of these sites are e-commerce sites, the type of site where you make a purchase.

Form Helper:

For sites that Gator does not recognize, clicking on the Gator icon in the System Tray will open My Info – Form Helper screen. With the option for "Fill in a form" selected, you can drag and drop information from Gator to the web form. Or if you prefer, you can transfer the information from Gator to the web form by using the double-click method.

Gator's Coupon Manager

Gator realizes that you may not always be ready to make a purchase immediately, but still would like to benefit from a special offer for Gator users, so Gator offers you the choice of using a coupon right away or saving it for future use.

Entering and editing your information in Gator

Gator Information Wizard

NOTE: When you enter your information into Gator these details are NOT sent to Gator, it is safely and securely stored on your computer in an encrypted file. This includes your address, phone number, credit card information and login ID / Password combinations.

None of the fields in Gator, or in the wizard, are required, at any point you can click the Next button to continue without entering a particular piece of information.

Normally the only time you will see the Wizard is during the initial installation or when adding a new user; to edit existing information in Gator please see the "My Info – Update" section of this guide.

The Information Wizard is designed to assist in entering your information into Gator.

Gator supports up to three addresses per user profile (**Home**, **Work**, and **Other**). The first two screens are where you enter information pertaining to **Home**, the next two screens pertain to **Work**, and the next two are for **Other**.

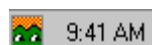
field immediately following the State field available. You can then type the appropriate information into the field.

The last option in the State/Province field is for "Other Province or Region", selecting this choice will make the

After you have entered address information you can enter Credit Card information, if you would prefer not to enter credit card information at this time you can always add it later. Again note that your credit card information remains on your computer and is not transmitted to Gator.

My Info – Update

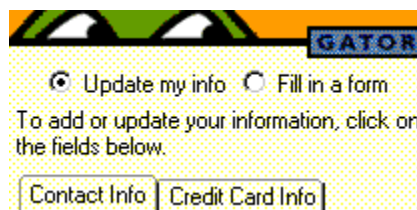
After Gator has successfully downloaded and installed, the **Gator Information Wizard** screen automatically surfaces for adding your personal information.



To add additional information or edit existing information, click on the Gator icon in the System Tray (usually located in the lower right hand corner of the computer screen, next to the clock). On the screen that opens are four icons, **My Info**, **Coupons**, **Help**, and **Settings**, if the **My Info** screen is not the active window that opens, click on the **My Info** icon.

Located on this window are two radio buttons, the **Update my info** and the **Fill in a form**.

With the **Update my info** button selected, place the cursor in each field and enter the appropriate information.



None of the fields are required, in other words, if you would prefer NOT to have Gator store a particular piece of information you can elect not to enter that information.

There are two tabs; one titled **Contact Info** and one titled **Credit Card Info**. Switching between these two screens allows you to enter name, address, phone information as well as credit card information for the current user profile.

Each User Name supports three addresses; **Home**, **Work**, and **Other**. To add an alternate address, click on the radio button for the address profile you wish to enter.



To enter more than one credit card, click on the down arrow at the end of the **Card** field and select **New** from the drop down list. The **Card** field is used to describe the card, such as Personal or Debit, while the **Type** field is for describing the issuing bank, such as Visa or MasterCard.

Information entered into the **My Info** screen is updated automatically, there is not a "Save" button.

Adding / Removing a user

To **ADD** a user in Gator, click on the Gator icon in the System Tray (usually located in the lower right-hand corner of the computer screen next to the system clock).

Located at the bottom of the screen that opens are four icons, **My Info**, **Coupons**, **Help**, and **Settings**, click on the **Settings** icon.

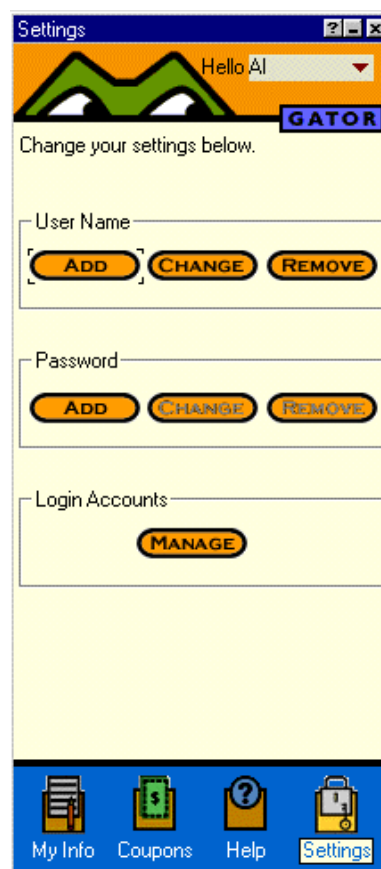
In the **User Name** box there are options for **ADD**, **CHANGE**, and **REMOVE**, click on the **ADD** option and follow the on screen instructions.

When using Gator, each person will want to verify that their name is listed in the **Hello** field and for privacy each one may want to assign a password to their user profile.

To **REMOVE** a user in Gator, click on the Gator icon in the System Tray (usually located in the lower right-hand corner of the computer screen next to the system clock).

On the screen that opens are four icons, **My Info**, **Coupons**, **Help**, and **Settings**, click on the **Settings** icon in the lower part of the window.

In the **User Name** box there are options for **ADD**, **CHANGE**, and **REMOVE**, click on the **REMOVE** option and follow the on screen instructions. Before clicking on the **REMOVE** button, verify that the correct user name is listed in the **Hello** field, if it is not, click on the down arrow at the end of the **Hello** field and select the correct user name.



If a password has been assigned to the user name it will be required during the remove process.

Using Gator to fill out web forms

Login Helper

Login Helper allows you to log into a member web site without having to type the same information every time you return to the member site. **Login Helper** is only accessible when Gator recognizes a login site; there is not a way to manually enter information into **Login Helper**.

Since login information is automatically captured when you log into a member site, if more than one user uses Gator, verify that you are the current user – your user name should appear in the **Hello** field. To verify who the current user is, if you are not at a login site, click on the Gator icon in the System Tray (usually located in the lower right hand corner of the computer screen, next to the clock). Whoever the current user is will be listed in the **Hello** field. To access a different user profile, click on the down arrow at the end of the field and select the alternate user from the pick list.

You do not need to manually enter your usernames or passwords into Gator directly. When you reach a site that requires a username/password combination, log in as normal, a dialog box appears asking if you would like Gator to remember this login for future use. If you select **YES**, the next and each subsequent time, you return to this site, **Login Helper** is ready to assist.



Either a **FILL IN** or a **LOGIN** button will be available, depending upon what type of site it is. Clicking the **LOGIN** button usually fills in the form and logs you automatically into the site. Clicking the **Fill In** button fills in the fields, but you must press the login or submit button on the web page to actual login.



If you have multiple logins for a site, click on the down arrow located at the end of the Login name field to select an alternate login for the site.



You can remove any of the login ID/password combinations that have been stored by Gator for a particular site by using the **Login Accounts Manager**. Captured logins may also be removed by going to the web site that you wish to remove or change the Login information for and selecting the **Login ID** from the User ID drop down list in the Gator Login Helper window, and then choosing **Remove** from the list.

The next time you log into this site, Gator will capture the new login information.

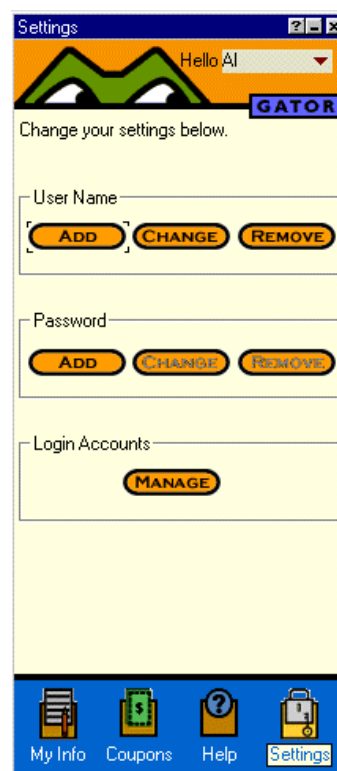
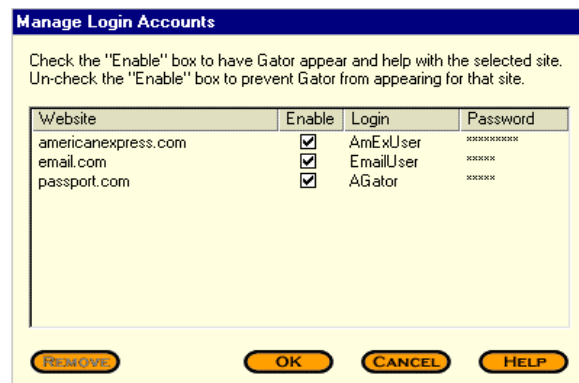
Login Accounts MANAGE*

Gator versions 1.1.x.x and higher offer the ability to see what web sites Gator's Login Helper has captured login information for. To access the Login Accounts Manager, right mouse click on the Gator icon in the System Tray and select **Settings** from the pop up menu and then click on the **MANAGE** button.

The name of the site and the user name will be shown; for security reasons, passwords are displayed in their encrypted form.

This screen also allows you to **Enable** or **Disable** the Login Helper for each site listed.

Enabling Login Helper for a site allows Login Helper to surface at the selected site for the selected user. Disabling Login Helper prevents Login Helper from surfacing at that site for that user.



To use the **MANAGE** screen to remove a captured login, select it from the list of captured sites and then click on the **Remove** button – when you have finished click on the **OK** button, selecting the **Cancel** button will cancel the remove function you just did.

*To obtain the version of Gator with the Login Accounts Manager, re-download / re-install from <http://www.gator.com>

Form Helper – One Click

Gator automatically surfaces when the web site you are viewing has a form that is recognized by Gator.

The first time Gator surfaces, it appears in the upper right-hand part of the screen so as not to interfere with the visibility of the page you are viewing. To move the window, click on the “Title Bar” of the window, drag it to a different location and then release the mouse button. The Title Bar is where the name of the window is displayed.

By clicking on the **FILL IN** button the information from **Form Helper - One Click** screen is automatically transferred from Gator to the web form, saving you from having to type the information in.

The Gator **One Click** screen will vary depending upon what information is required for the web form being displayed.

Hint: A down arrow at the end of a field indicates that you can select alternate information for the field. To view / select alternate information, click on the down arrow before clicking the **FILL IN** button.

My Info – Form Helper

To use the **Drag/Drop** feature to fill in forms that Gator does not automatically recognize, click on the Gator icon in the System Tray (usually located in the lower right hand corner of the computer screen, next to the clock).

On the screen that opens are four icons, **My Info**, **Coupons**, **Help**, and **Settings**, if the **My Info** screen is not the active window that opens, click on the **My Info** icon.

By selecting the **Fill in a form** radio button, you can drag and drop information from the Gator screen to the matching fields on a web form.

Gator makes it easy to select the data you want to drag and drop -- just move the mouse over the data to select it (note that the field

highlights to a blue color indicating that it is ready to be dragged).

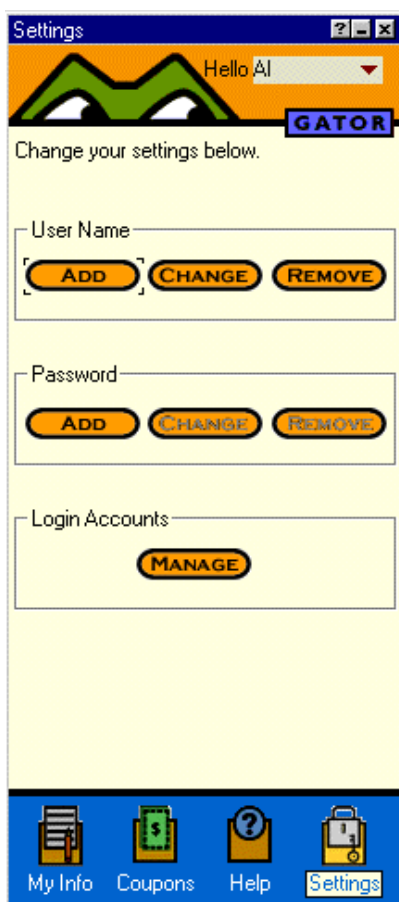
Some fields allow you to select the entire field, or individual items within the field. The small dark region at the beginning of the field identifies these fields. To select all the data in the field, move the mouse over this dark region -- the entire field is selected. Move the mouse over an individual item within the field to select just that item. For example, to select your whole name, start dragging the field from the darkened region. To select just your last name, start dragging with the mouse over your last name.

To fill in forms even faster you can use the **Double-click** method.

Click in the field on the web form that needs to be filled in, the cursor should flash in the field, and then double-click the matching information in Gator. The information is inserted into the current field on the web page form and the cursor automatically advances to the next field.

Security

Assigning a Gator password



In the Enter a new password for {name of user} field, type what you would like the password to be.

In the Enter the new password again for confirmation, retype the same thing and click the **OK** button.

When choosing a password we recommend that you choose something that will be easy to remember, but not easy for others to guess. The types of passwords that are easy to guess include family member names, birth dates, telephone numbers, etc.

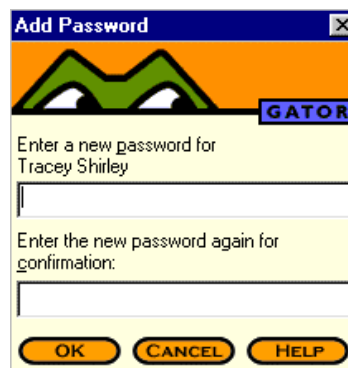
If you did not elect to assign a password at the time of installation, you can always choose to password protect your information.

To add password protection to a user profile, right-mouse click on the Gator icon in the System Tray (usually located in the lower right-hand corner of the computer screen next to the system clock), and select **Settings** from the pop up menu.

Hint: You can also access the **Settings** screen by left clicking the Gator icon and selecting the **Settings** icon from the bottom of the screen.

In the **Password** section there are options for **ADD**, **CHANGE**, and **REMOVE**; click on **ADD** button and follow the on screen prompts.

If more than one person has a Gator account on this computer, verify that the correct user is selected in the **Hello** field before clicking **ADD**.

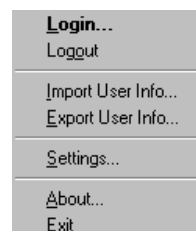
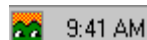


Using password protection

When you want to use the password protection option your user profile must be in a **Logged Out** state.

There are several ways to be in a "Logged Out" state:

--Right mouse-click on the Gator icon in the System Tray and select the option for **Logout** from the pop up menu.



--Exiting Gator; right mouse click on the Gator icon in the System Tray and select **Exit** from the pop up menu.

--Selecting an alternate user from the Hello menu will automatically log out the previous user.



--Re-starting the computer automatically logs out the last active user.

Anyone attempting to access the information associated to this user will now have to provide the password.

Forgot password

To verify your password and have it sent to you please follow these steps:

Start Gator by clicking on the Gator icon in the System Tray, usually located in the lower right-hand corner of the computer screen next to the system clock.

If you were the last logged in user, the window that opens will prompt you for your password.

If you were not the last logged in user, after Gator starts, select your name from the **Hello** drop down menu, a window should open prompting you for your password. In the window that opens there should be an option for **Forgot your password?**, select this option.

Follow the on screen instructions.



Your Gator password is case sensitive, make sure you are entering it exactly the way you did when you assigned it.

For example, if you entered "SecreT" and now are entering "secret" (notice no upper case "S" or "T") it will deny you access.

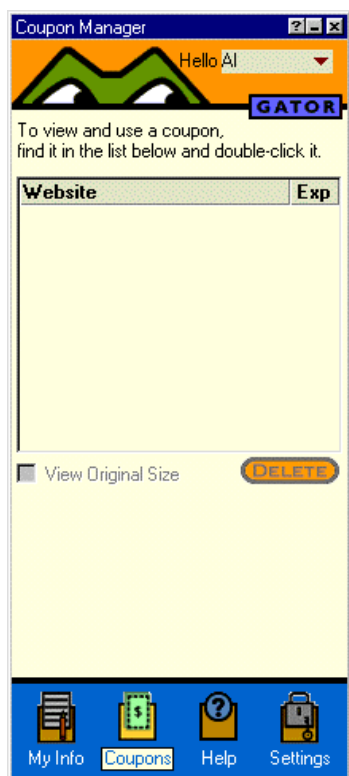
Coupon Manager

Overview

Gator realizes that you may not always be ready to make a purchase immediately, but still would like to benefit from a special promotion, so Gator offers you the choice of using a coupon right away or saving it for future use.

To save a coupon, click on the Save button at the bottom of the coupon screen.

Accessing / Using



To see what coupons you have saved, click on the Gator icon in the System Tray (usually located in the lower right hand corner of the computer screen, next to the clock). On the screen that opens are four icons, **My Info**, **Coupons**, **Help**, and **Settings**, if the **Coupon Manager** screen is not the active window that opens, click on the **Coupons** icon.

Each coupon listed has three pieces of information;

A brief description of the coupon

The expiration date for the coupon

The partner site offering the coupon

To see a thumbnail image of the coupon, single click on the coupon in the list. To see the actual coupon;

--Check the box for "View Original Size"

--Double-click on it in the coupon list

--Single click on it's thumbnail image

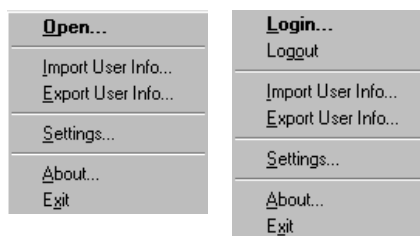
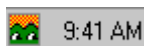
To use a coupon, click on the hyperlink in the coupon, this will take you directly to the partner site offering the coupon.

To close a coupon, click on the "x" in the upper right hand corner, or switch to another screen in Gator by selecting one of the other three icons (My Info, Help, or Settings).

Gator Menus

Icon Menu

Right mouse click on the Gator icon in the System Tray (usually located in lower right-hand corner of the computer screen next to the clock) to access the icon menu.



Open

The **Open** option is only available if there is a single Gator user profile and there is not a password assigned for that user profile. Selecting this option opens the **My Info** window.

Login

The **Login** option is for use when you have your user profile password protected. For additional information on password protection, see the section on **Password Protection**.

NOTE: You do **NOT** need to LOGIN unless you have password protected your user profile. The Gator icon in the System Tray indicates that Gator is already running in the background, waiting to surface at member login sites and at web forms.

Logout

The **Logout** option is for use when you have your user profile password protected. If more than one person has access to the computer you can **Logout** so that your information is not available to anyone who does not know your password.

Import User Info

To import a user profile, select **Import User Info** from the pop up menu. In the **Open** window navigate to the location of the exported file and click the **Open** button. Usually this will be the floppy drive if you are importing the information on a different computer and you copied the Exported User file to a floppy disk.

Export User Info

To export a User profile (for backup purposes or to use on a different computer), select **Export User Info** from the pop up menu. Verify the User Name being exported is the correct one. If it is not, close this window, left click on the Gator icon and select the correct User Name from the **Hello** menu. Close the Gator window and continue with the step above. In the **Save As** window that opens, select where you want the file to be saved in the **Save In** field. The **File Name** will default to match the name of the user profile being exported. Click the **Save** button, this will export the Gator information to a file. Note: If your Gator information is password protected you will be prompted for the password during the export process.

Settings

The **Settings** option is where you Add, Change, or Remove User names as well as Add, Change, or Remove Passwords.

The Login Accounts Manager is also accessed from the **Settings** screen.

The **Settings** screen can also be opened by clicking on the Gator icon in the System Tray and then clicking on the **Settings** icon located at the bottom of the window.

About

Selecting the **About** option from the menu will report what version of Gator is currently installed on your computer.

Basic Troubleshooting

System Requirements

Gator is compatible with Windows 95, 98, and NT 4.0. Supported browsers for Gator include, Internet Explorer 4.x and 5.x, Netscape 4.x, and AOL 4.x and 5.x.

Login Helper Issues

A few things that can cause Gator to not work correctly are:

Low system resources, try closing any programs you are not using or re-starting the computer.

Gator does not surface until the entire page has finished loading, if the connection is slow or the site you are at has a lot of graphics the surface speed will be slow.

Running multiple browsers or browser windows can cause Gator to lose the focus on the active browser, try closing the extra browser or browser window.

Using a browser Gator is not compatible with can cause Gator to not surface, and for the Drag/Drop function to fail.

If Login Helper is not surfacing at a site that it use to, ensure that the site has not been disabled. To see if a site is enabled or disabled, right-mouse click on the Gator icon in the System Tray and select Settings. When the Settings screen opens, click on the Manage button. Each site that Gator has stored a User ID / Password combination for will be listed. A check in the box indicates that that site is enabled, no check in the box indicates that the site is disabled.

There are certain types of logins that Login Helper is not compatible with.

Login Helper "looks" for a single User ID field (non encrypted) followed by a single Password field (encrypted) on a web page to know to surface. On sites where there are multiple types of these fields or the field is broken into multiple fields Gator will not work correctly.

If the login page is a secondary window (a browser window that is opened from within another browser window) that does not contain an address field (URL), Gator will not surface. Gator relies on the URL to know if the site is one it should surface for and what login data to use for logging into the site.

Also, if the Login is a Windows authentication window (usually a blue and gray box that pops up on top of the web page), as opposed to a web based login (the login is part of the actual web page) Gator will not surface.

Requesting a web site be added to Gator

Gator recognizes thousands of forms on the web, but not every site. You can request to have a site added to Gator by sending an email to

srequest@gator.com - be sure to include the site name (URL) as well as the names and locations (URLs) of all forms.

Gator password not being accepted

Your Gator password is case sensitive, make sure you are entering it exactly the way you did when you assigned it.

For example, if you entered "SecreT" and now are entering "secret" (notice no upper case "S" or "T") it will deny you access.

Changing Gator password

To change your Gator password, right-mouse click on the Gator icon in the System Tray (usually located in the lower right-hand corner of the computer screen next to the system clock), and select Settings from the pop up menu.

In the Password box there are options for Add, Change, and Remove; click on Change.

If more than one person has a Gator account on this computer verify that the correct user is selected in the Hello field before clicking Change.

You will be prompted to enter the password to continue the change process.

Changing password Gator has for a web site

You can remove any of the login ID/password combinations that have been stored by Gator for a particular site by using the **Login Accounts Manager**.

Captured logins may also be removed by going to the web site that you wish to remove or change the Login information for and selecting the **Login ID** from the User ID drop down list in the Gator Login Helper window, and then choosing **Remove** from the list.

The next time you log into this site, Gator will capture the new login information.

Backing up Gator information

To use the information that you have already entered into Gator on a second or different computer, or back the information up, follow these steps.

Right mouse click on Gator in the System Tray (usually located in the lower right-hand corner next to the system clock).

From the pop up menu select **Export User**.

If you have more than one Gator User on this computer, make sure the User Information to be exported is the correct one. If it is not, close this window, left click on Gator and select the correct User from the Hello menu. Close Gator and continue with the step above.

In the "Save As" window that opens, select where you want the file to be saved in the "Save In" field.

The "File Name" will match the name of the user profile being exported, change the name if you want it called something else.

Click the "Save" button, this will export the Gator information to a file that can then be imported for use with the new Gator installation.

Note that if your Gator information is password protected you will be prompted for the password during the export process.

On the computer that you wish to use the exported information, right mouse click on the Gator icon in the System Tray and select **Import User** from the pop up menu.

In the "Open" window navigate to the location of the exported file and click the "Open" button. Usually this will be the floppy drive if you are importing the information on a different computer and you copied the Exported User file to a floppy disk.

General Information

Determining Version

To determine what version of Gator is currently installed, right mouse click on the Gator icon in the System Tray and select About. The version number will be listed in the window that opens.

Exiting / Starting Gator

To temporarily close Gator, right mouse click on the Gator icon in the System Tray and select Exit from the pop up menu.

To re-start Gator, click on the Windows Start button; select Programs, Gator and then Gator again.

Uninstalling

To uninstall Gator, follow these steps,

From the Windows Start button select Settings and then Control Panel.

When the Control Panel window opens double-click on the Add/Remove Programs icon.

When the Add/Remove Programs Properties window opens, locate Gator in the list of software. Click on it one time and then click on the Add/Remove button. Follow the on screen instructions.

Place a check in the box for "Delete User Information" if you want user information removed from the Window's Registry on your computer.

Contacting Gator.com

To visit the Gator web site, go to <http://www.gator.com>

For on-line help, you can go to <http://www.gator.com/help>

General comments can be emailed to Feedback@gator.com

For assistance, email Support@gator.com

Glossary

Browser

Short for *Web browser*, a software application (program) used to locate and display Web pages. Most browsers are *graphical browsers*, which means that they can display graphics as well as text.

Button

(1) In graphical user interfaces, a button is a small outlined area in a dialog box that you can click to select an option or command.

(2) A mouse *button* is a button on a mouse that you click to perform various functions, such as selecting an object.

Case Sensitive

A program's ability to distinguish between uppercase (capital) and lowercase (small) letters. Programs that distinguish between uppercase and lowercase are said to be *case sensitive*.

Click

To tap on a mouse button, pressing it down and then immediately releasing it. The phrase to *click on* means to select (a screen object) by moving the mouse pointer to the object's position and clicking a mouse button.

Connection Speed

Connection speed determines how fast data is transmitted and received. Connection speed is typically measured in bits per second (bps), such as 36.6 or 56.6. Note that you cannot receive data any faster than it is being sent. If, for example, the device sending data to your computer (your ISP) is sending it at 36,600 bps, you must receive it at 36,600 bps even if you are using a 56,600 bps modem.

Coupon Manager

A screen in Gator where you can view, use, and delete coupons that have been delivered by Gator.

Disable

The ability to turn off, or suppress a function. See Enable.

Domain Name

A name that identifies one or more IP addresses. Domain names are used in URLs to identify a particular Web Page. For example, in the URL *http://www.gator.com/help/index.html*, the domain name is *gator.com*.

Double-click

Tapping a mouse button twice in rapid succession. Note that the second click must immediately follow the first, otherwise the program will interpret them as two separate clicks rather than one double click.

Download

The term is often used to describe the process of copying a file from an online service or web site to one's own computer.

Drag and Drop

To *drag* an object, you usually select the object with a mouse button ("grab" it) and then move the mouse while keeping the mouse button pressed down. To *drop* the selected object release the mouse button.

Enable

To turn on, or to re-active a function. See Disable.

Encrypted

The translation of data into a secret code, encryption is the most effective way to achieve data security. To read an encrypted file, you must have access to a secret key or password that enables you to decrypt it.

Export

An application that can export data can create a file in a format that another installation of the application understands, enabling the two programs to share the same data.

The flip side of exporting is importing. Importing refers to the ability of an application to read and use data produced by the export process.

FAQ

Pronounced as separate letters or as *fak*, and short for *frequently asked questions*, a FAQ is a document that answers questions about some technical topic.

Field

A space allocated for a particular item of information. A purchase form, for example, contains a number of fields: one for your name, one for your address, one for your payment method, and so on.

Form Helper

A screen in Gator that allows you to update your information in Gator or to drag and drop information from Gator to a web form. To update your information, click on the "Update my info" radio button. To use Gator's drag / drop capabilities, click on the "Fill in a form" radio button.

Frequently Asked Questions

See FAQ

Gator Icon

The small picture representing the Gator program, located in the System Tray for accessing Gator's features / functions.

Gator Information Wizard

See Information Wizard

Graphics (web)

See Image

Hello Field

A field in Gator for selecting the user profile you wish to be active.

Hyperlink

An element in an electronic document that links to another place in the same document or to an entirely different document (web site). Typically, you click on the hyperlink to follow the link.

Icon

A small picture that represents an object or program.

Image

Computer images are electronic pictures. Images are larger in file size than simple text, and take longer to transmit or download. Images can vary in file size depending upon how they were created and increase the amount of time it takes to completely load the web page.

Import

Importing refers to the ability of an application to read and use data produced by an export process.

Information Wizard

An interactive help utility that guides the user through the task of entering their information into Gator. Wizards are often implemented, as a sequence of

dialog boxes, which the user can move forwards and backwards through, filling in the required details.

Install

The process of setting up a software program for use on a computer.

Installation

See install.

Internet

A global network connecting millions of computers. As of 1999, the Internet has more than 200 million users worldwide, and that number is growing rapidly.

Internet Service Provider

See ISP

ISP

Short for *Internet Service Provider*, a company that provides access to the Internet.

Launch

To start a program.

Login

The process of entering a password to validate access to a password protected area or program.

Login Accounts Manage

A screen in Gator where you can view, remove, and enable/disable your login information. To access the Login Accounts Manage screen, right mouse click on the Gator icon in the System Tray and select Settings from the pop up menu.

Login Helper

One of Gator's main screens. Login Helper is used to assist with entering member web sites without having to type or remember login information.

Logout

To render your user profile inactive, leaving it in a state that requires a password to log back in.

Mouse-click

See Click

Operating System (OS)

Operating systems provide a software platform, which other programs sometimes called *applications*, run. Each program must be written to run on a particular operating system, such as Windows, or Macintosh.

Password

A secret series of characters that enable a user to access a file, computer, or program. The password helps ensure that unauthorized users do not access the file, computer or program it is protecting.

Plug-in

A hardware or software module that adds a specific feature or service.

Pop-up

A screen or dialog box that surfaces in front of other screens.

Radio Button

In graphical user interfaces, groups of buttons, of which only one can be on at a time. When you select one button, all the others are automatically deselected.

Re-boot

The process of closing all open programs and restarting a computer.

Right-click

Pressing the mouse button located furthest to the right (assuming the mouse is configured for a right handed user – if mouse is configured for a left handed person a right-mouse click is actually pressing the furthest button to the left).

Right-mouse Click

See Right-click

Start

See Launch

Surface

A screen or dialog box that appears to surface or rise from the Gator icon.

System Requirements

The minimum necessary computer configuration to install and use a program.

System Resources

The amount of memory and hard disk space available at a given moment. To see what the free system resources are, right mouse click on the My Computer icon on the main Windows desktop and select Properties from the pop up menu. When the System Properties window opens, click on the Performance tab.

System Tray

Introduced with Windows 95, the system tray is located in the Windows taskbar (usually located in the lower right hand corner of the computer screen next to the clock) and contains miniature icons. Clicking or right mouse clicking on an icon in the System Tray opens the associated program or displays a menu for the program.

Tab

Typically pressing the Tab key allows you to go directly from a field to the next field, without having to use the mouse to click in the field.

Thumbnail

A miniature display of a larger image.

URL

Abbreviation of *Uniform Resource Locator*, the global address of documents and other resources on the Web.

The first part of the address indicates what protocol to use, and the second part specifies the IP address or the domain name where the resource is located.

For example, the URL below points to a page at the domain *gator.com*.

<http://www.gator.com/help>

User

A profile containing certain details pertaining the name assigned to the profile – in Gator the user is represented by the name shown in the Hello field. Personal information, logins captured by Login Helper, are associated to the user – the user name listed in the Hello field.

User Name

See User

User Profile

See User

Version

One of a sequence of copies of a program, each incorporating new modifications. Each version is usually identified by a number, commonly of the form X.Y where X is the major version number and Y is the release number. Typically an increment in X (with Y reset to zero) signifies a

substantial increase in the function of the program or a partial or total re-implementation; whereas Y increases each time the program is changed in any way and re-released.

Web

A system of Internet servers that support specially formatted documents. The documents are formatted in a language called HTML (*HyperText Markup Language*) that supports links to other documents, as well as graphics, audio, and video files. This means you can jump from one document to another simply by clicking on a hyperlink.

There are several applications called Web browsers that make it easy to access the World Wide Web.

Web Form

A document with fields for the insertion of details or information. On the Internet, these forms are electronic rather than paper.

Web site

A site (location) on the World Wide Web (WWW). Each Web site contains a home page, which is the first document users see when they enter the site. The site might also contain additional documents and files. Each site is owned and managed by an individual, company or organization.

Window

An enclosed, rectangular area on a display screen. Most modern operating systems and applications have graphical user interfaces that let you divide your display into several windows. Within each window, you can run a different program or display different data.

Windows

Short for Microsoft Windows. A family of Operating System for personal computers. Windows provides a graphical user interface (GUI), virtual memory management, multitasking, and support for many peripheral devices.

User Notes: