

# Parallelspace Corporation Evaluation Guide

## Parallelspace Dashboard™ 1.0

*The Desktop Information Aggregation and Summarization Solution for Groove  
Workspace*

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### **Abstract**

A dashboard is a personalized, aggregate view of all the key information needed by an employee to make quicker, more effective business decisions. This includes personal, team, corporate and external business information.

Parallelspace Dashboard 1.0 combines and summarizes key information from many sources into a single, easy-to-use, multi-layer display.

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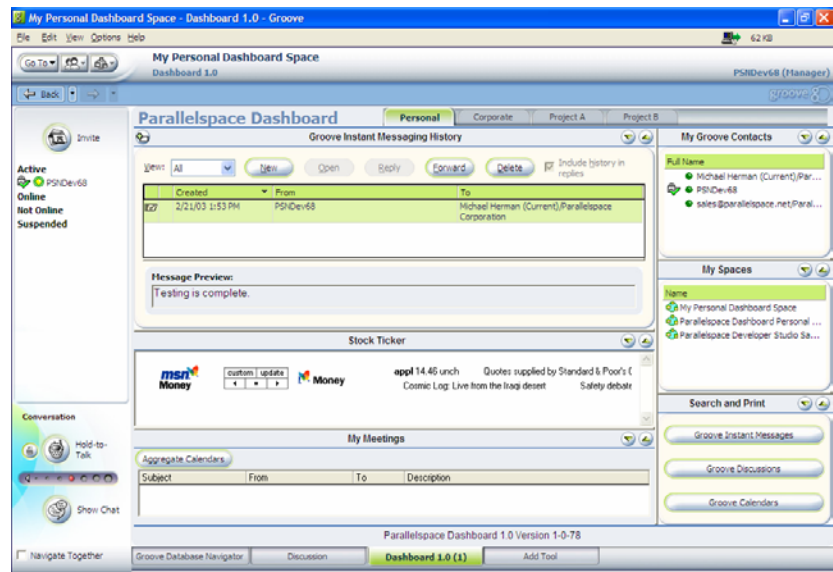
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## PARALLELSPACE DASHBOARD

### Overview

Parallelspace Dashboard combines and summarizes key information from many sources into a single, easy-to-use display like the example below.



**Figure 1. Dashboard Personal Layer Default Groovelets**

Up to 4 layers of information that can be displayed on each dashboard and each layer can be customized by the user to match his or her needs. For example, one layer can be used as a personal dashboard with information like your personal contacts, instant messages, and the status of your shared spaces. Other layers can be used as your project team dashboard or corporate information portal.

Up to six groovelets can be displayed in each layer of a dashboard. A groovelet is a simple tool that knows how to combine and summarize information from a particular source within Groove, elsewhere within your company or anywhere on the Internet. Parallelspace Dashboard 1.0 includes 16 different groovelets that can be added in any combination to any layer in a dashboard. If more layers are needed, multiple Parallelspace Dashboard tools can be added to a Groove shared space.

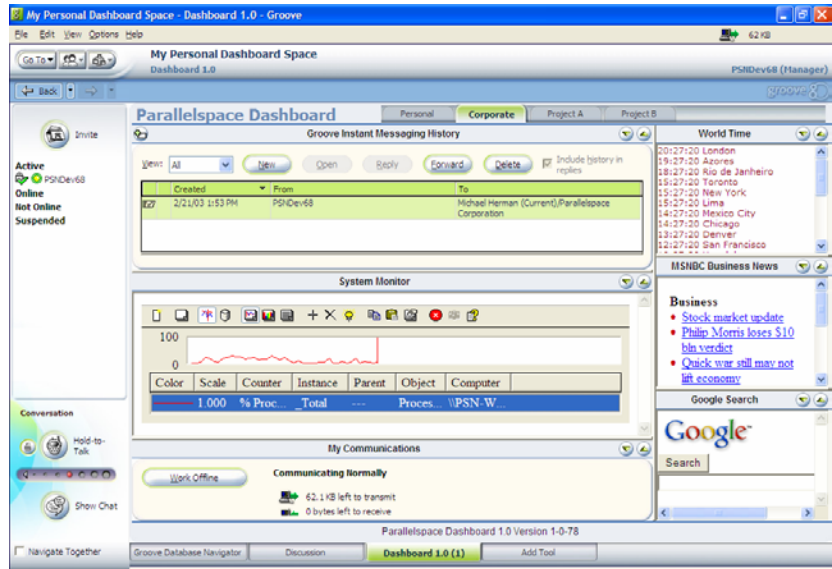
The following groovelets are included with Parallelspace Dashboard 1.0:

- |                            |                        |
|----------------------------|------------------------|
| My Groove Contacts         | Google Search          |
| My Communications (Groove) | My Calendar (Outlook)  |
| My Shared Spaces (Groove)  | My eMail (Outlook)     |
| My Meetings (Groove)       | My Contacts (Outlook)  |
| Search and Print (Groove)  | My Tasks (Outlook)     |
| MSNBC News                 | Windows System Monitor |
| Stock Ticker               | World Time Clock       |

The My Meetings groovelets knows how to locate all the Groove calendar tools in all your shared spaces and produces a summarized list of all your meetings and

other appointments.

The Search and Print groovetlet is used to search Groove instant messages, discussion tools or calendars. From the list of search results, you can then print any of your messages, discussion items or calendar appointments.



**Figure 2. Sample Dashboard Layer**

## WHAT'S NEW

### Parallelspace Dashboard Editions

Parallelspace Dashboard is available in two editions: Preview Edition and Professional Edition.

Parallelspace Dashboard Preview Edition is a fully functional dashboard that comes with 16 groovelets. When the Preview edition is started, it displays a default arrangement of dashboard layers and groovelets. The default arrangement can be customized but, in the Preview Edition, these customizations are not saved.

To enable the automatic saving of customized dashboards, users need to upgrade to Parallelspace Dashboard Standard Edition.

### Feature Summary by Edition

Parallelspace Dashboard is available in two editions: Preview Edition and Professional Edition.

Feature	Description
<b>Preview Edition</b>	
Dashboard	An unlimited number of dashboards can be installed in a single shared space or across multiple shared spaces.
Layers	Up to 4 layers of information that can be displayed on each dashboard and each layer can be customized by the user to match his or her needs.
Groovelets	A groovelet is a simple tool that knows how to combine and summarize information from a particular information source within Groove, elsewhere within your company or anywhere on the Internet. Up to six groovelets can be displayed in each layer of a dashboard.
<b>Professional Edition</b>	<b>All of the Preview Edition features plus</b>
Saving Customized Dashboard Layers	Parallelspace Dashboard 1.0 Professional Edition automatically saves all customizations made to layers in each dashboard including the groovelets assigned to each layer.

### My Meetings Groovelet

The My Meetings groovelets knows how to locate all the Groove calendar tools in all your shared spaces and produces a summarized list of all your meetings and other appointments.

### Search and Print Groovelet

The Search and Print groovelet is used to search Groove instant messages,

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discussion tools or calendars. From the list of search results, you can then print any of your messages, discussion items or calendar appointments.

### **Groove Workspace Groovelets**

There are 5 groovelets for displaying, summarizing and search Groove information. My Meetings and Search and Print are described above. In addition, there are My Groove Contacts, My Communications and My Shared Spaces.

### **Outlook Groovelets**

There are 4 groovelets for selecting and displaying information from Microsoft Outlook 2002: My eMail, My Calendar, My Contacts and My Tasks.

### **Additional Groovelets**

In addition, there are groovelets for searching the Internet, displaying the world time, Windows system performance monitoring, MSN Money™ stock ticker and the MSNBC™ News alert.

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## HOW IT WORKS

The key concepts in Parallelspace Dashboard are the dashboard, layers, panels and groovelets.

A dashboard is a personalized, aggregate view of all the key information needed by an employee to make quicker, more effective business decisions. This includes personal, team, corporate and external business information.

Parallelspace Dashboard is added to a shared space like a conventional Groove tool. Each time Parallelspace Dashboard is added to a shared space, a new, independent dashboard is created. Up to 4 layers of information that can be displayed on each dashboard and each layer can be customized by the user to match his or her needs.

Up to six groovelets can be displayed in each layer of a dashboard. A groovelet is a simple tool that knows how to combine and summarize information from a particular information source within Groove, elsewhere within your company or anywhere on the Internet. Parallelspace Dashboard 1.0 includes 16 different groovelets that can be added in any combination to any layer in a dashboard.

### Groovelet Architecture

Technically, a groovelet consists of an XML user interface description and internal logic for integrating, aggregating and summarizing information stored within Groove, in other desktop applications, corporate line-of-business applications or information from the Internet.

There are 6 groovelet design patterns that have been creating for implementing groovelets. There include:

- HTML groovelets (Google Search)
- HTML hosted ActiveX controls (System Monitor)
- HTML hosted Office Web Components (Office license required)
- Groove Workspace native groovelets (My Shared Spaces)
- ActiveXUIWrapper groovelets (My eMail)
- Parallelspace Native groovelets (Search and Print, My Meetings)



The 16 groovelets includes with Parallelspace Dashboard 1.0 include:

- |                            |                        |
|----------------------------|------------------------|
| My Groove Contacts         | Google Search          |
| My Communications (Groove) | My Calendar (Outlook)  |
| My Shared Spaces (Groove)  | My eMail (Outlook)     |
| My Meetings (Groove)       | My Contacts (Outlook)  |
| Search and Print (Groove)  | My Tasks (Outlook)     |
| MSNBC News                 | Windows System Monitor |
| Stock Ticker               | World Time Clock       |



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## **USAGE SCENARIOS**

The total number of Parallelspace Dashboard user scenarios is virtually infinite -- limited only by the available groovelets and the ways combinations of groovelets can be organized in the 4 layers of a particular dashboard. If more layers are needed, multiple Parallelspace Dashboard tools can be added to a Groove shared space.

Typically, one layer of a dashboard is used for a user's personal dashboard; another layer for aggregating and summarizing corporate information. The other two layers can be used to display project specific information or to support role-specific applications.

## INSTALLATION

### Software Prerequisites

Parallelspace Dashboard has been tested with and is supported on computers with the following Microsoft Windows and Groove Workspace configurations:

- Microsoft Windows 2000 SP2 or Windows XP recommended
- Groove Workspace 2.5b (build 1739) or later

Some Groovelets require Office XP including Outlook 2002 with the latest Microsoft Office XP service pack installed.

### Hardware Prerequisites

Parallelspace Dashboard runs best on computers with at least 384M bytes of memory.

### Injection

Injection is the name of the process by which a Groove tool is downloaded and installed into the Add Tool list of tools. The downloading of the components of a Groove tool begins by clicking on a link on the software publisher's web site.

To download and inject Parallelspace Dashboard, open the following web page in Internet Explorer and register to download Parallelspace Dashboard

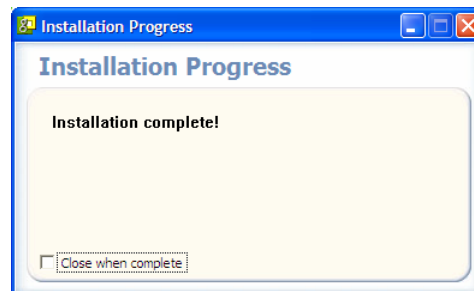
<http://www.parallelspace.net/downloads>

Once you have registered, the Parallelspace solutions download page will be displayed. Click on the link for Parallelspace Dashboard.

The following dialog box will appear at the start of the injection process. Click Yes to begin the Parallelspace Dashboard download and installation process.



The following Installation Progress dialog box will appear once injection process is complete. Click on the X in the top-right corner to close this dialog.



Parallelspace Dashboard has been injected and now appears in the Add Tool

tool list and is ready to be added to a shared space.

### **A Note for Norton AntiVirus 2002 Users**

The latest Norton AntiVirus 2002 (version 8.02.6) installs with Script Blocking enabled and this is known to cause problems when downloading and installing Groove tools from the Internet.

Some tools such as Groove Network's Project Management Tool run scripts when accessed. Many web sites also run scripts when accessed. When Script Blocking is enabled, Norton AntiVirus 2002 assumes these scripts are malicious and will generate this message:

**Alert: Malicious script detected**

You may receive this alert with a file of "Groove.exe" any time you attempting to enter a Groove shared space which includes the Project Management Tool.

To avoid this situation, disable Script Blocking within Norton AntiVirus 2002 by following this procedure:

- At the top of the Norton AntiVirus main window, click Options
- Under System, click Script Blocking.
- Clear the checkbox by Enable Script Blocking

After installing Parallelspace Mail 2.0, Norton AntiVirus users need to re-enable Script Blocking.

### **Adding Parallelspace Dashboard to a Shared Space**

To add Parallelspace Dashboard to a shared space, click on the Add Tools tab in the shared space and select StudioView from the list of tools. Then click the Add Tool button.

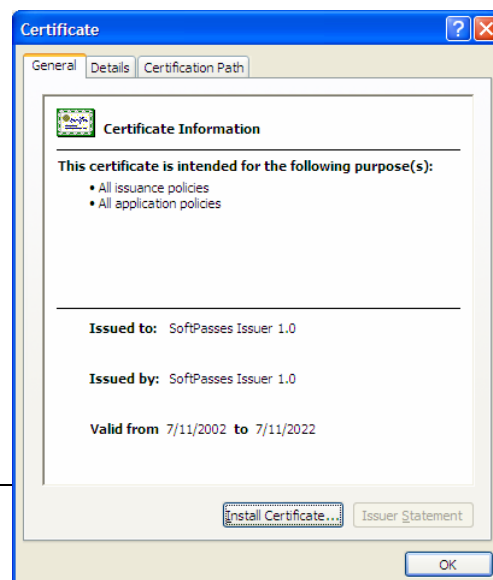
Parallelspace Dashboard will be added to the shared space.

### **Activating Parallelspace Dashboard**

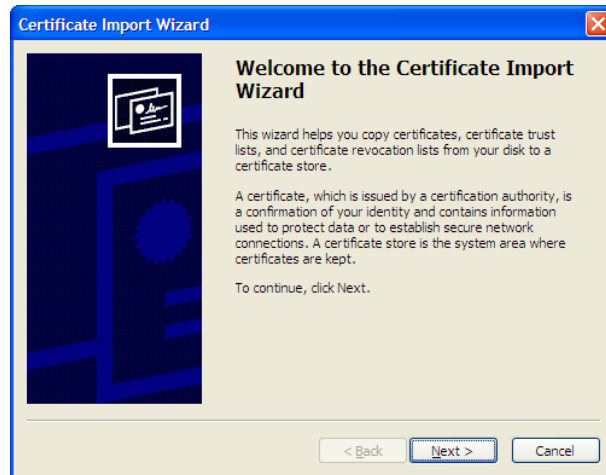
When Parallelspace Dashboard is downloaded and installed for the first time, it, by default, is enabled with the Preview Edition set of features. To enable the Viewer Edition or Collaborator Edition features, you need to purchase and install a SoftPass activation file for the edition of Parallelspace Dashboard you want to use.

### **SoftPass Installation**

To install a SoftPass, double-click on the SoftPass file that was emailed to you and Windows will display the following Certificate dialog box.

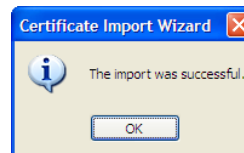


Click Install Certificate to enable Windows to install the SoftPass for you. The following Windows Certificate Import Wizard will be displayed.



Accept the wizard's default settings by clicking Next, Next and Finish on each of the wizard dialog boxes that appear.

The last Windows dialog box will confirm that the SoftPass has been installed:



Click OK to close this dialog box. Click OK on the original Windows Certificate dialog box to close that dialog. The SoftPass has now been installed by Windows.

Parallelspace Dashboard recognizes new SoftPasses almost immediately and enables the corresponding features. There is no need to restart Groove Workspace or re-install Parallelspace Dashboard.

### **SoftPass Root Certificate Installation**

If this is the first time you have installed a Groove tool that uses SoftPass to enable a tool's different feature sets, you need to install the SoftPass Root Certificate. This is something that needs to be done once for a particular computer.

The SoftPass Root Certificate will be emailed to you with your Parallelspace Dashboard SoftPass and it is installed exactly the same way using the above instructions.

### **Evaluation SoftPasses for Parallelspace Dashboard**

Evaluation SoftPasses are available for Parallelspace Dashboard. These passes are installed like regular SoftPasses. They are typically enabled for 30 days.

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## **MORE INFORMATION**

### **For More Information**

For more information on Parallelspace Dashboard, visit  
<http://www.parallelspace.net/products/dashboard.htm>