

Using XZewd to Conveniently Send Zephyrs

A Set of Instructions

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M. I. T.'s Athena system provides faculty and students with a convenient system in which they can send zephyrs (similar to Instant Messages) to others who are logged on at the same time. The usual way to send a zephyr is to type "zwrite <username>" at the Athena prompt - where <username> is the Athena username of the person you are writing. This method, however, can become inconvenient, especially if you are holding multiple "zephyr" conversations at once. The Athena system provides a program, called XZewd, which enables a more convenient way of sending zephyrs. Using XZewd you need only point to the username of the person you would like to zephyr, type a message, and then press a button to send the message.

This set of instructions will teach you how to use the basic features of the XZewd program. It assumes you already have an Athena account and assumes a limited amount of computer experience. You should know how to use the mouse to select a choice from a drop down menu.

Starting the XZewd Program

The following instructions will start the XZewd program.

1. While already logged into athena, move the mouse so that the cursor is over the XTerm window. The XTerm window is labelled "xterm" that automatically appears whenever you log in to Athena.
 2. At the Athena prompt type **add outland** and press the **Enter** key.
 3. Then, at the Athena prompt type **xzewd&** and press the **Enter** key.
- Steps 2 and 3 are illustrated in Figure 1.

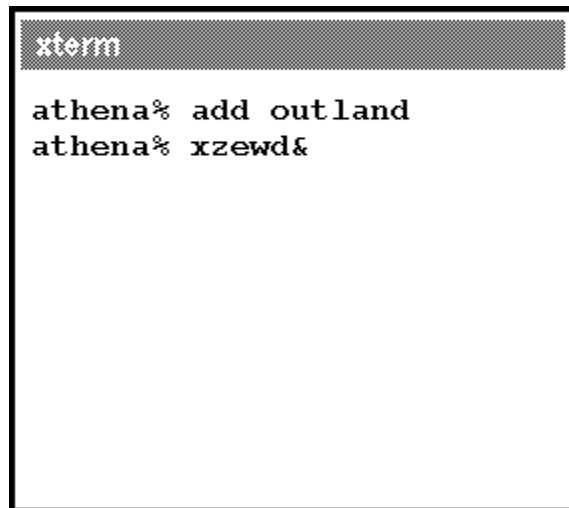


Figure 1 : Starting XZewd from the XTerm Window

4. You will now see the outline of a window appear on the screen.
5. Use the mouse to position this rectangle to a desired location for the XZewd List Window.
6. Click the mouse and this rectangle will turn into the XZewd List Window - see Figure 2.
7. Another outline of a smaller window will now appear.
8. Use the mouse to position this rectangle to the desired location on the screen.
9. Click the mouse and this rectangle will turn into the XZewd List window - see Figure 3.



Figure 2 : The XZewd List Window

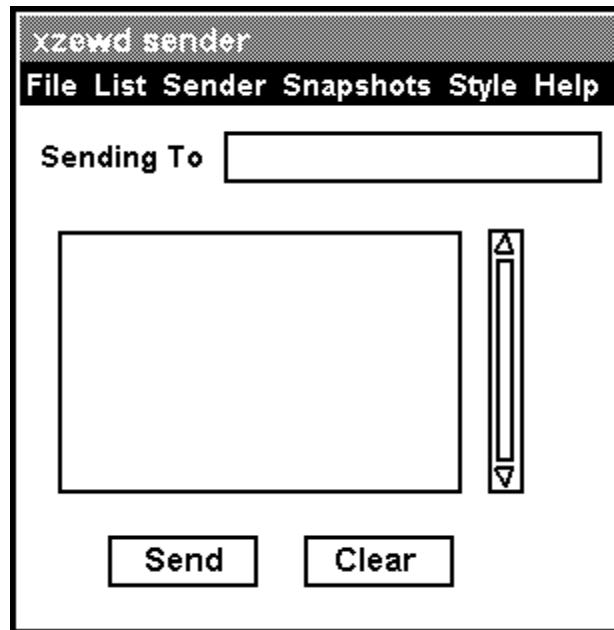


Figure 3 : The XZewd Sender Window

Adding People to Your List of Friends

The XZewd Program stores in a file a list of usernames. Then whenever the XZewd program is running, it will periodically monitor these usernames, and the XZewd List Window will show the people who are currently logged in to Athena. The first time you use XZewd, you will need to tell XZewd the usernames of the people you would like it to monitor. The following instructions will enable you to do that.

1. From the File menu at the top of the XZewd window, select Edit People.
2. The People Window will appear - see Figure 4.
3. In the People Window, click on the field labeled "Username".
4. Type the Athena username of a person you would like to add to your list.
5. Click the "Add" button at the bottom of the People Window.
6. Repeat steps 3 through 5 to add more people.
7. When you are finished adding people, click the "Ok" button.
8. The People Window will then disappear.



Figure 4 : The People Window

Saving Your List of People

It is important that everytime you edit your list of people, you save the list to a file. Otherwise, when you close the XZewd program, your changes will be lost. The following instructions will tell you how to save your list.

1. From the File menu at the top of Main XTerm Window, select "Save".
 2. The Saving Window will appear - see Figure 5.
 3. Simply press the "Ok" button at the bottom of the save window.
- Your list of usernames will be saved and the Saving Window will disappear.

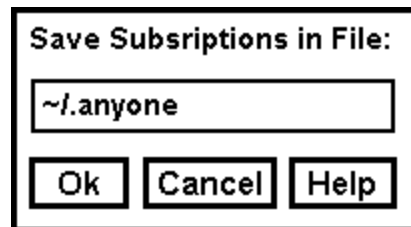


Figure 5 : The Saving Window

Easy Zephyring

You may have noticed that after you added people to your list of usernames, some of the usernames you added appeared in the XZewd List Window. The XZewd List Window shows the usernames of all of of the people on your list who are currently logged in to Athena. Now your ready to send zephyrs with the click of a mouse. To send a zephyr to one of your friends who is logged in, follow these instructions.

1. In the Friends Window, click on the username of the person that you would like to zephyr.
 2. In the Main XZewd window the username you just clicked on will automatically appear in the blank after the phrase "Sending to".
 3. In the Main XZewd Window, click in the large "Message Rectangle" that is illustrated in Figure 6.
 4. Type the message you would like to send to your friend.
 5. Press the "Send" button
- Your message has been sent!
6. Repeat steps 1-5 to send another zephyr.

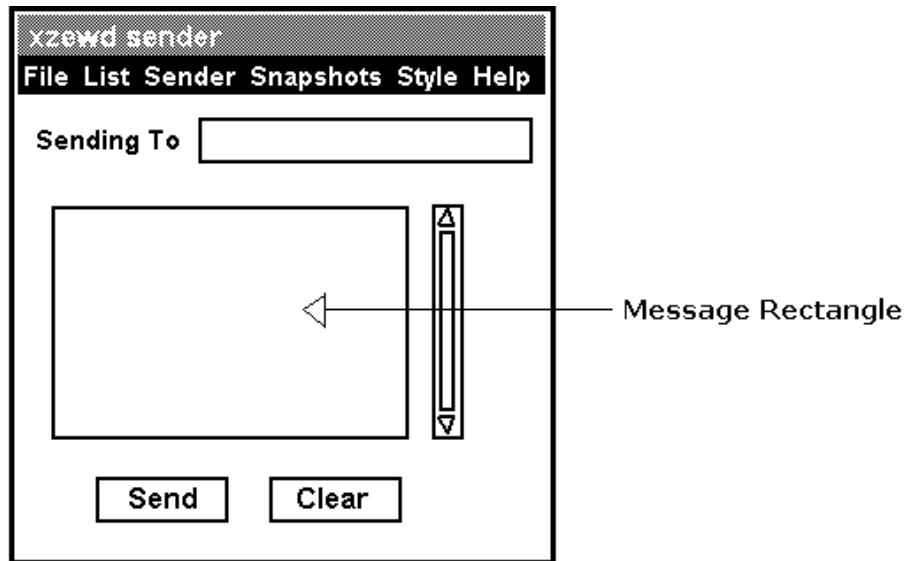


Figure 6 : Message Rectangle

Closing XZewd

When you are finished zephyring, follow these instructions to close the XZewd program.

1. From the File menu at the top of the Main XZewd Window, select Close.

The XZewd Windows will then close.

You now know how to use XZewd to point, click, and zephyr! You know how to start XZewd, how to add users to your list of people, and how to conveniently send zephyr messages with this program. Using XZewd this way provides an easier way of sending Zephyrs, and is quicker than repeatedly type "zwrite ...".