

Address Book Update Tool 1.0

User Documentation

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Overview

The main purpose of Address Book Update Tool (ABUPT) is to grant the users with a simple web-based tool to perform the most frequent tasks on the most importantly-used type of objects in the Directory: The Users general information (address, city, state, country, postal code, Notes).

ABUPT was born as a result of the need for a tool which would reduce cost, time and man power for updating of common user details on the Address Book, the tool that is web-based to do the most simple and critical daily operations with User Account in AD domains, such as modifying User properties.

What is address book updation?

The address book is the one which holds the user contact information such as name address and other such details. Thus updating such fields is the major function of this tool.

What is Address Book Update Tool?

This tool is used specifically to update the address, city, state, country, zip code and the notes field in the address book (Global Address List).

How to use the Address Book Update Tool

Step1: Please launch the application from the given specific site. Please enter the URL [Http ://< destination address>] in your web browser.

Step 2: The application tool is launched as shown below:

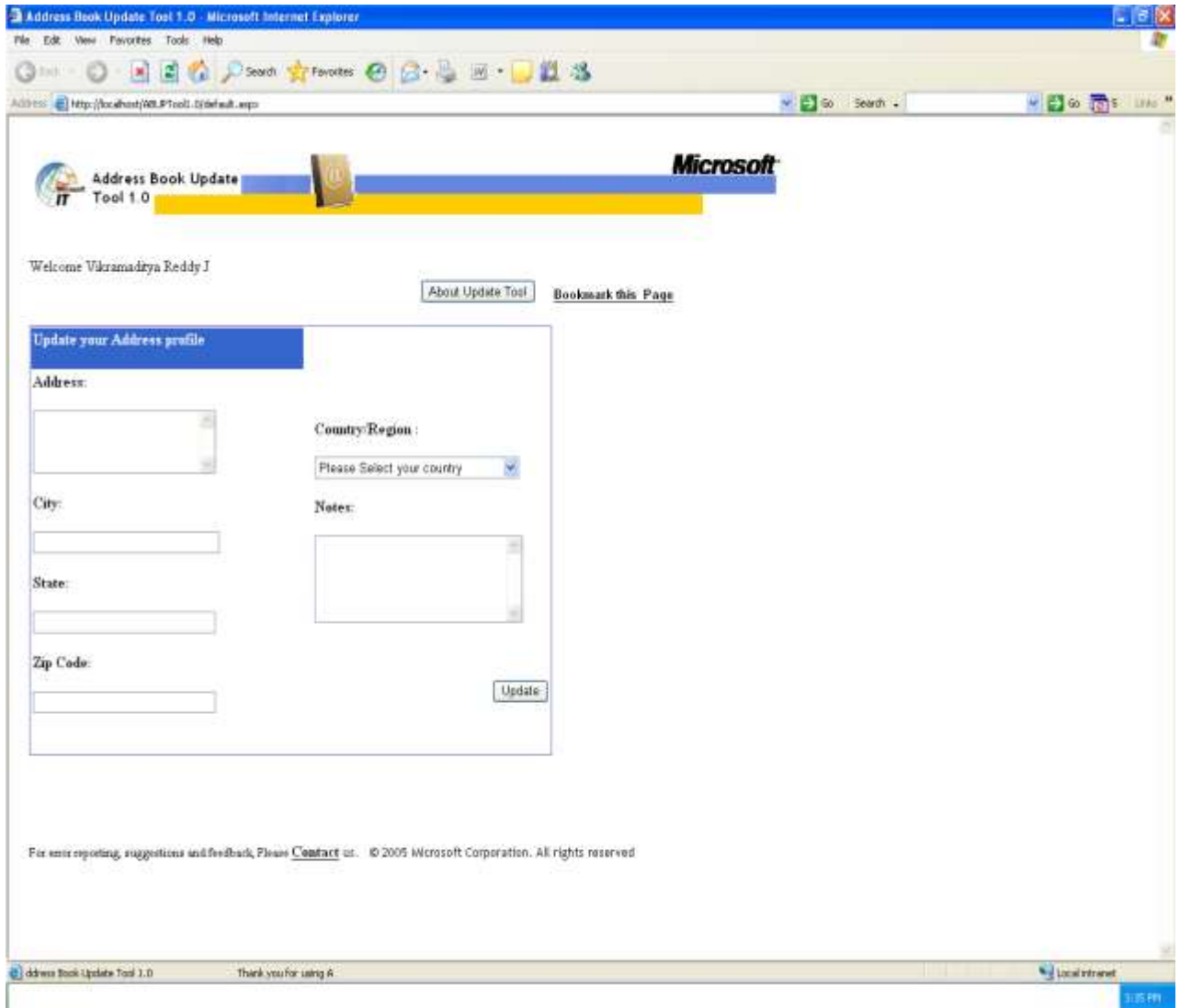
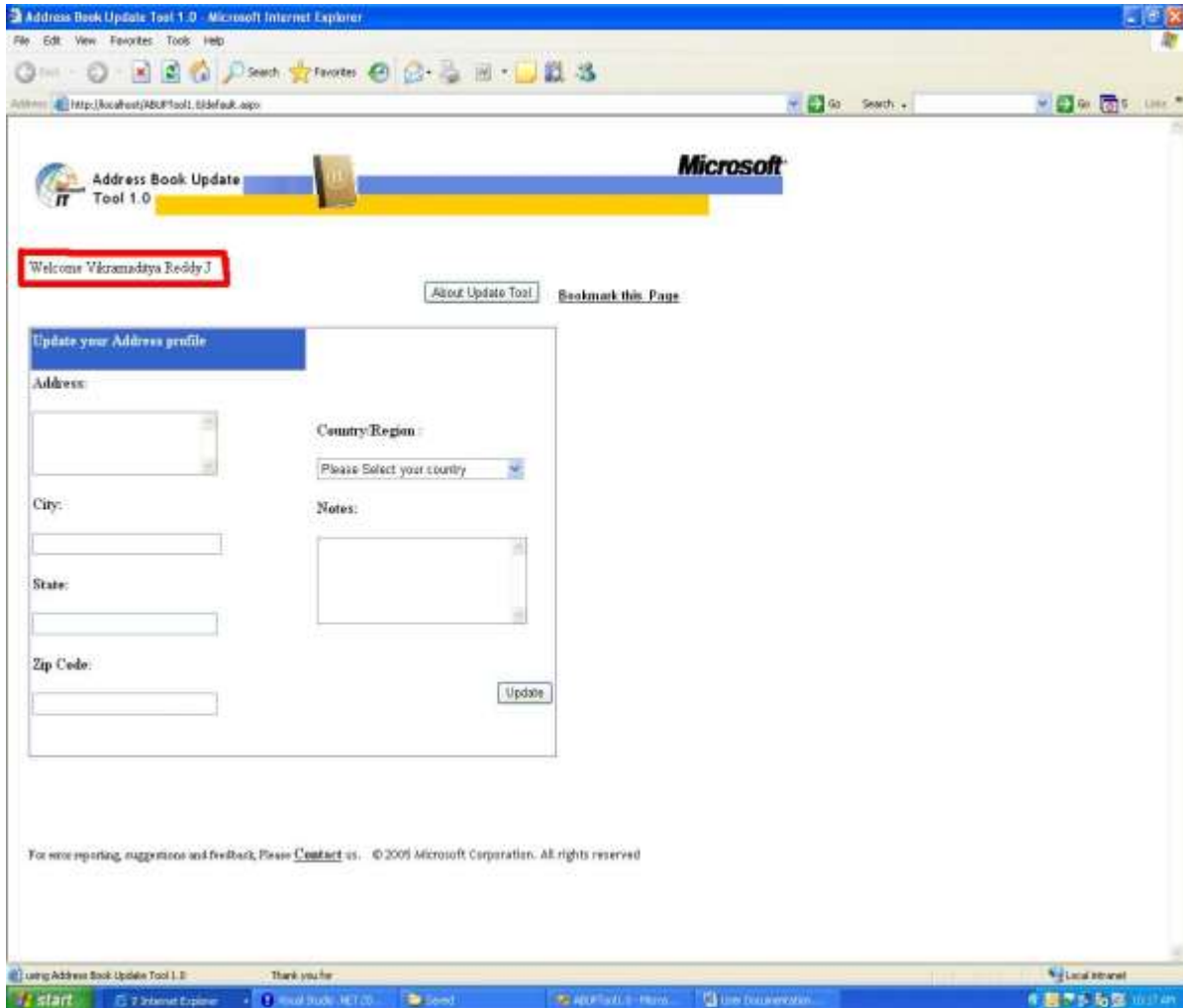


Figure 1. Snap shot of the tool.

Step 3: Please check whether your display name is appropriately displayed in the applications with a welcome message. If not then please report error and do not update your details.

As shown below.



Step 4: Please Enter or edit your details appropriately and then click Update button. And wait for the successful updation message.

The screenshot shows the 'Address Book Update Tool 1.0' web application running in Microsoft Internet Explorer. The browser's address bar shows the URL 'http://localhost:8080/ABUTool1.0/default.aspx'. The page has a blue header with the Microsoft logo and the text 'Address Book Update Tool 1.0'. Below the header, there is a welcome message 'Welcome Vikramaditya Reddy J' and two buttons: 'About Update Tool' and 'Bookmark this Page'. The main content area is titled 'Update your Address profile' and contains a form with the following fields:

- Address:** A text box containing 'Banskhorda BE CAMPUS'.
- City:** A text box containing 'Hyderabad'.
- State:** A text box containing 'Andhra Pradesh'.
- Zip Code:** A text box containing '500011'.
- Country/Region:** A dropdown menu with 'India' selected.
- Notes:** A text box containing 'Hello'.

The 'Update' button is located at the bottom right of the form and is circled in red. At the bottom of the page, there is a footer that reads 'For error reporting, suggestions and feedback, Please [Contact Us](#). © 2005 Microsoft Corporation. All rights reserved.' The Windows taskbar at the bottom shows the 'start' button and several open applications, including 'MSN', 'Internet Explorer', and 'Local Intranet'.

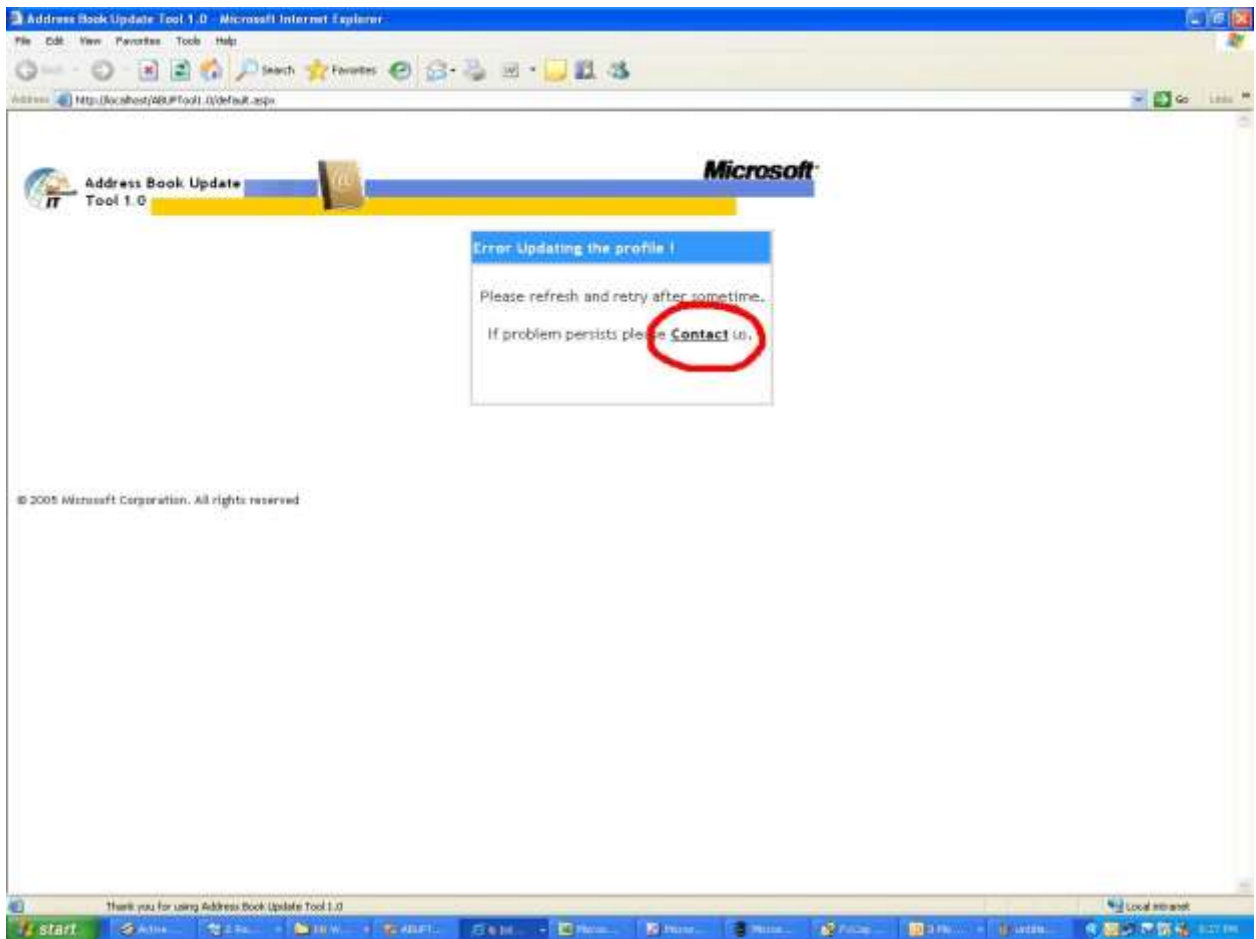


Figure 3. Error message display page with contact option.

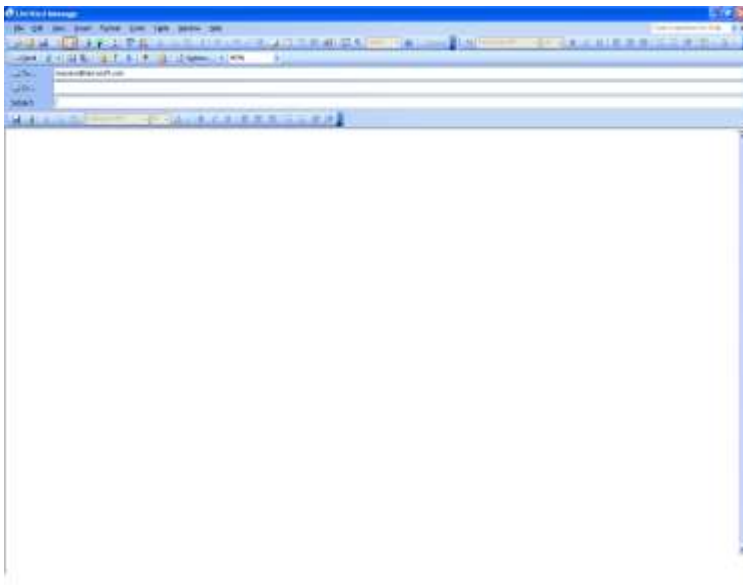


Figure 4. Default email client pops up where you can enter feedback and errors.

Legal Notice

This application contains employee personal information such as information that permits an individual to be identified or contacted (such as name, postal address, city, state, country). Employee personal information **must** be used for legitimate business-related purposes only. Any person who uses, transfers or stores employee personal information must have signed, and must act in accordance with, a Microsoft Corporation Employee Agreement (in the case of Microsoft employees) or a Temporary Agency Worker Agreement (in the case of contingent staff). In addition, Human Resources employees must have signed, and must act in accordance with, an Employee Information Confidentiality Agreement; and contingent staff assigned to Human Resources roles must have signed, and must act in accordance with, a Contingent Staff Confidentiality Agreement. Any employee or contingent staff worker who has signed any other agreement relating to confidentiality of personnel information must act in accordance with that agreement.

Contact us

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