

# CONFIGUREREN VAN QSYNC

OP IPADS

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## CREDITS

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Import Outlook data into Qaleido Communications

V1.5 (English)

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## QSYNC INSTALL

First you have to install the QSync client from AppStore.

## CONFIGURING QSYNC ACCOUNT

In order to configure your QSync account, follow the next steps:

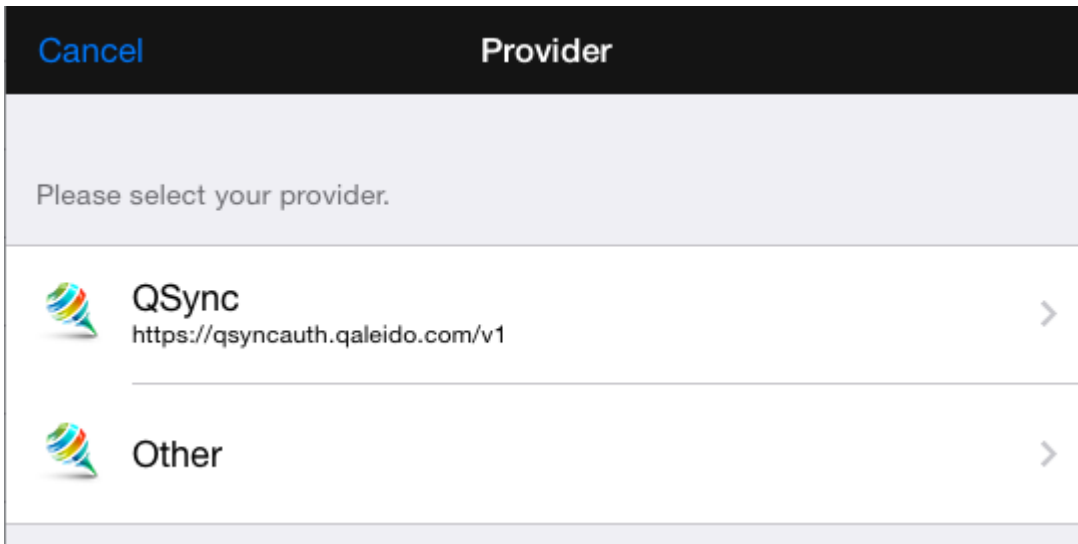
Press the QSync icon on your device.



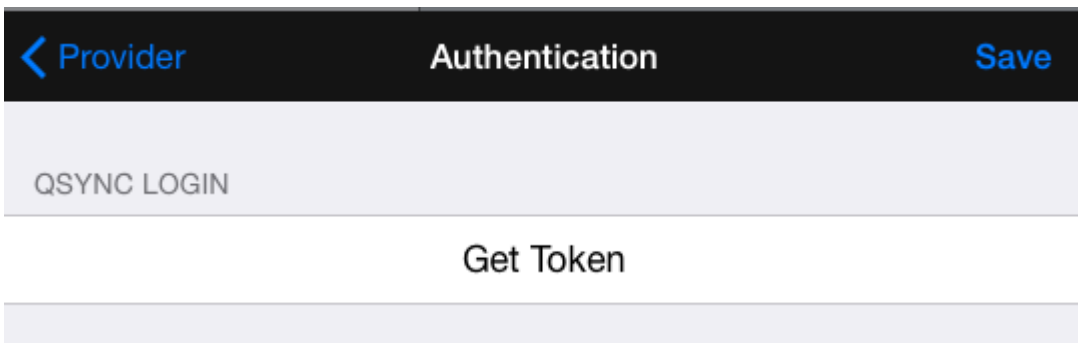
In order to add a qsync account, press the + button, at the right top side of the screen.



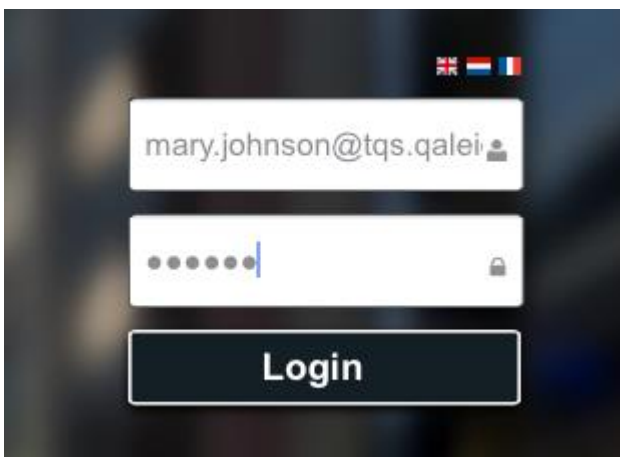
Press the QSync option in the Provider screen.



Press Get Token in the Authentication screen.



Fill up the Qaleido user name and password in the authentication screen:



The UUID and Token values will be generated. Press the Save button in the Authentication screen.

The screenshot shows the 'Authentication' screen with a dark header containing a back arrow, the word 'Provider', the title 'Authentication', and a 'Save' button. Below the header is a light gray bar with the text 'QSYNC LOGIN'. The main content area is titled 'Get Token' and contains two rows of data: 'UUID' with the value '234f512e-6e4e-4593-8452-19051b6a92c4' and 'Token' with the value '207932281254cf5cf518ffb84693887626475'. The rows are separated by horizontal lines.

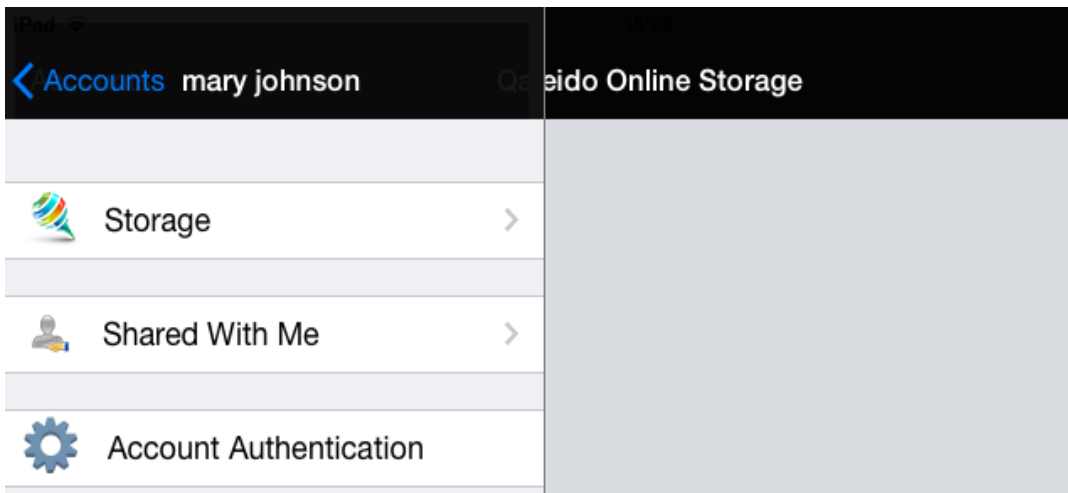
Get Token	
UUID	234f512e-6e4e-4593-8452-19051b6a92c4
Token	207932281254cf5cf518ffb84693887626475

The account will be created and displayed in the Accounts list.

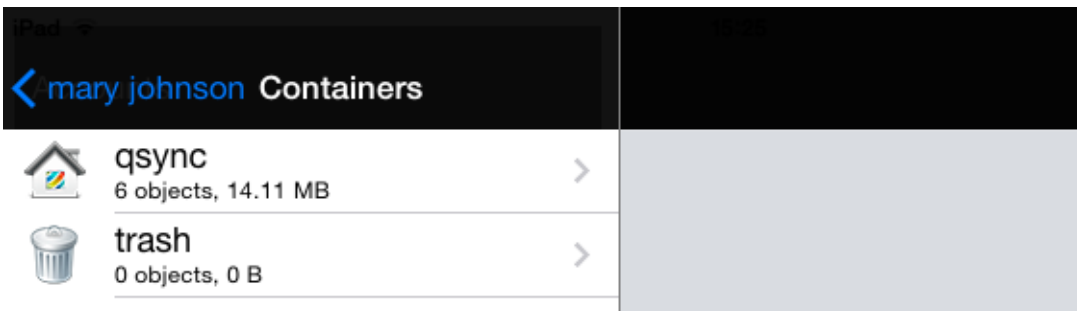
The screenshot shows the 'Accounts' list in an application. The header has 'Edit accounts' on the left, 'Accounts' in the center, and a plus sign followed by 'Add Online Storage' on the right. Below the header, there is one account entry for 'mary johnson' with the provider 'QSync' listed below the name. A right-pointing chevron is visible to the right of the account name.

Account Name	Provider
mary johnson	QSync

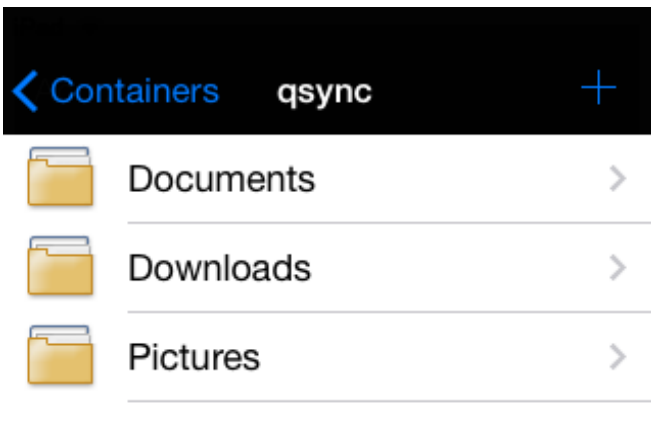
Press your account's line, in the Accounts screen. Three sections, Storage, Shared With Me and Account Authentication should be displayed.



In the Storage section you'll find the qsync and trash containers.



Opening the qsync container you will see your account's QDisk folders tree.

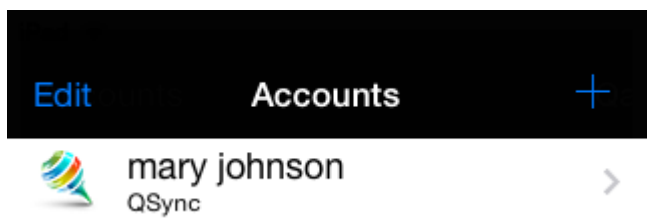


The trash container is the counterpart of the Trash folder from Qaleido and contains all the deleted files/folders from the user's QDisk. The QDisk files/folders can be permanently deleted only when they are deleted from the trash container on the iPad or from the Trash folder in Qaleido.

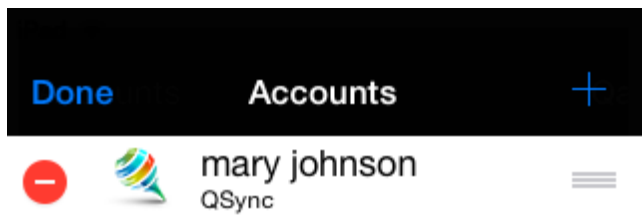
The Shared with me section contains the QDisk files/folders shared by other users.

Also in case of the administrator/power user types the Corporate folder will appear in the Shared with me container.

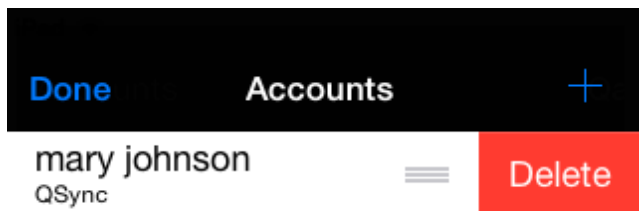
In order to delete your account, press the Edit button in the Accounts screen.



Press the red - icon at the left side of your account.



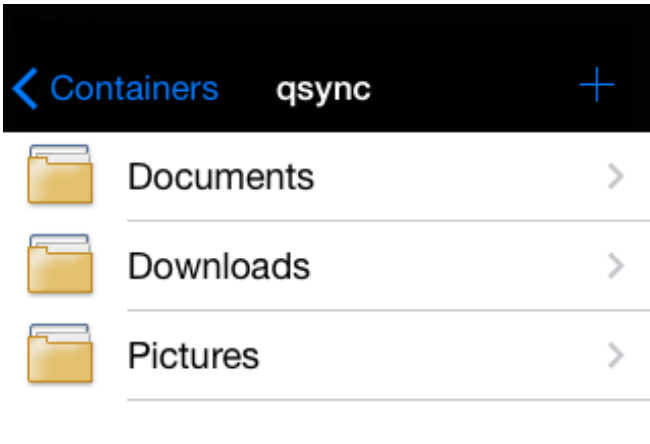
Press the Delet button and the account will be deleted.



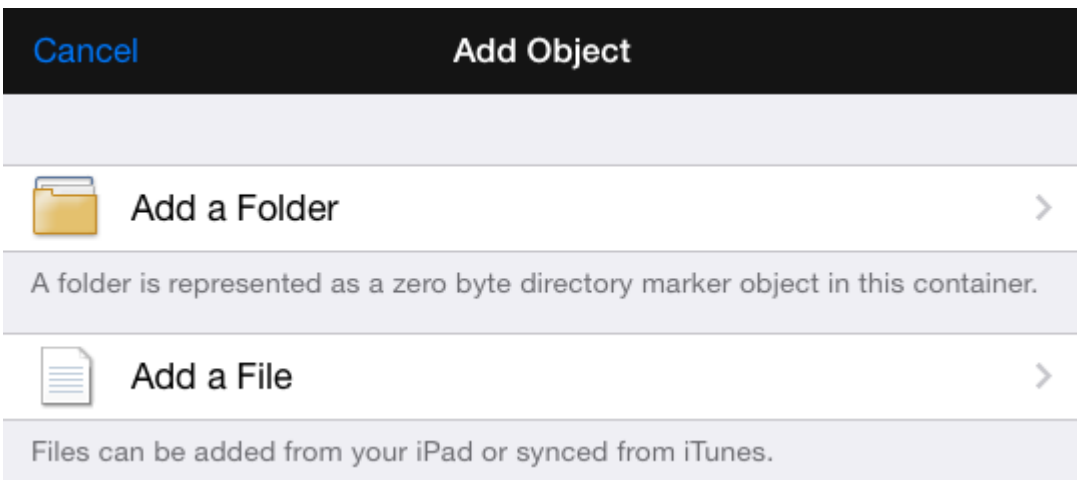
# DATAMANAGEMENT



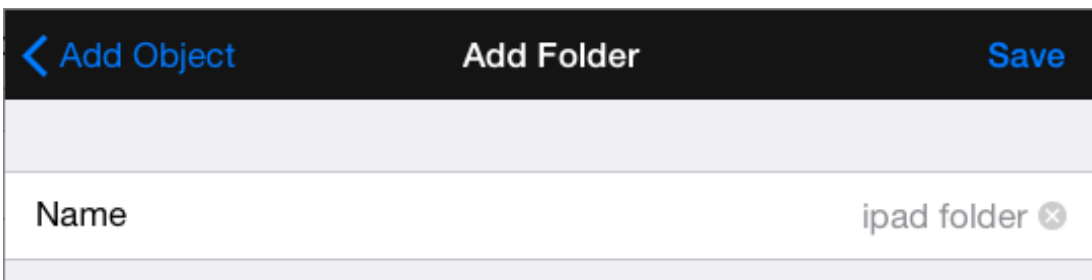
To add a new folder on the iPad press the + button at the top of the screen.



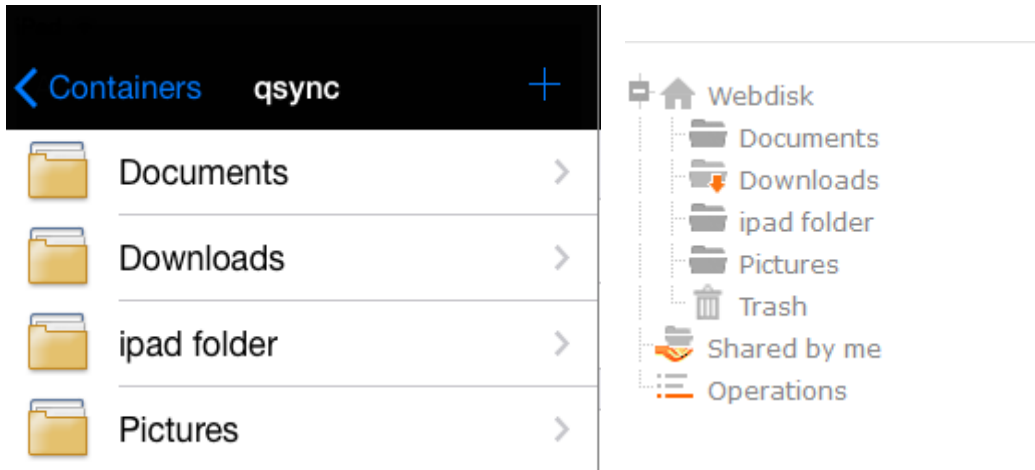
Press the Add a Folder section.



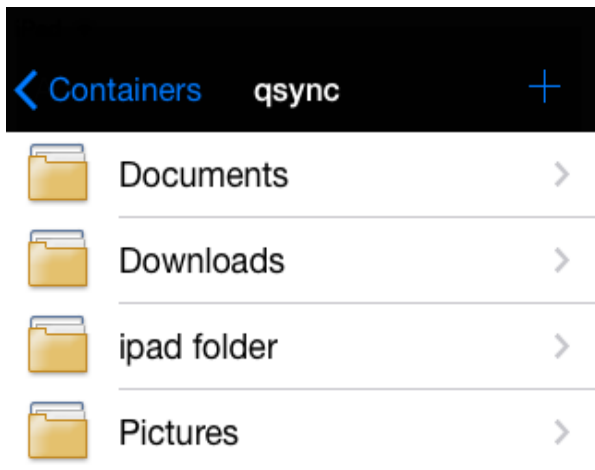
Fill up the new folder Name and press the Save button.



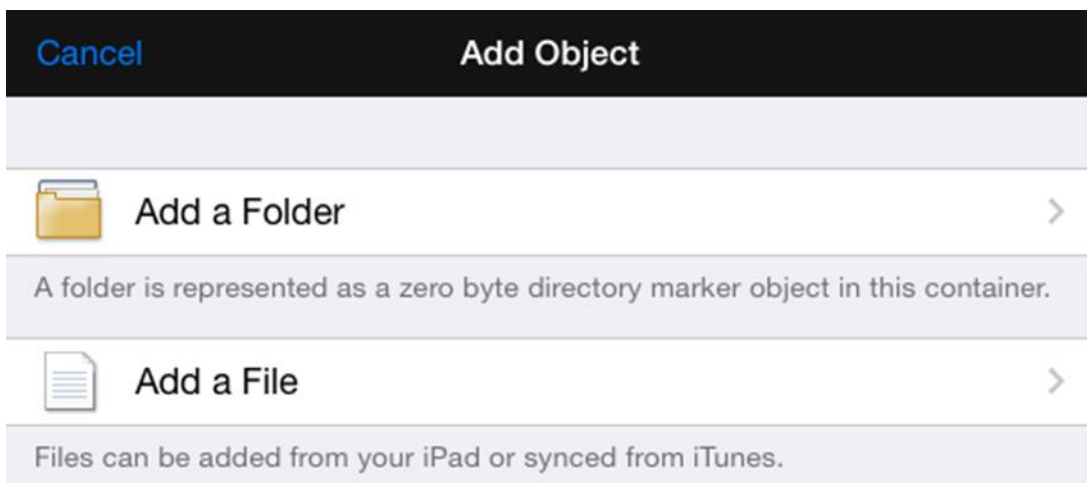
The new folder will be added in the QDisk tree.



In order to add a new file on the iPad press the + button at the top of the screen in the container.

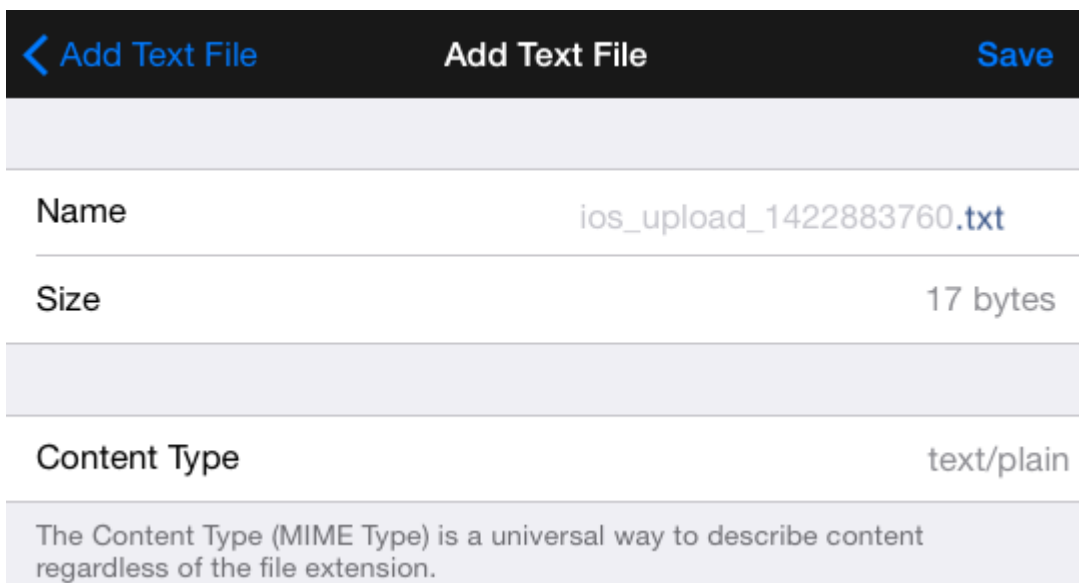
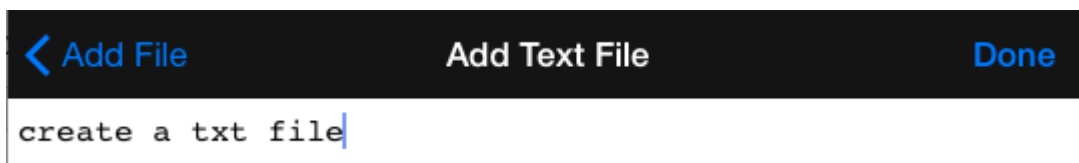
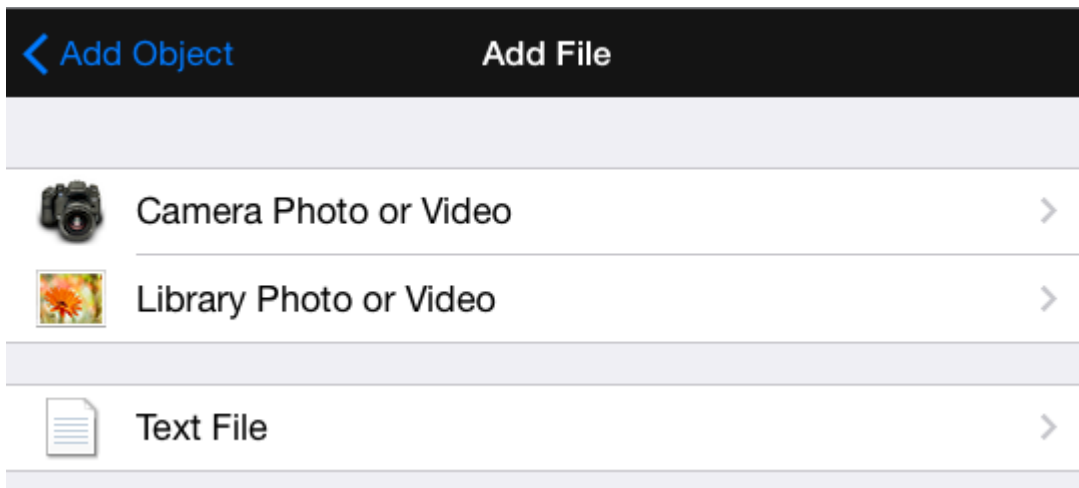


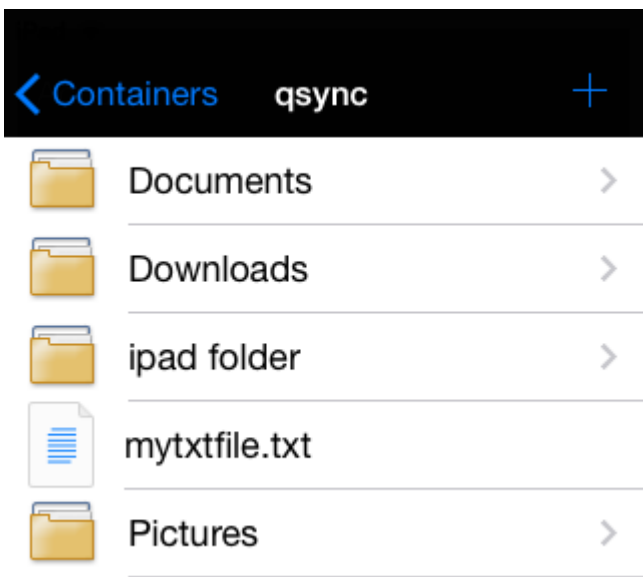
Press the Add a File section.



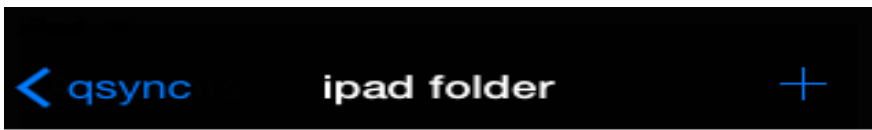


In the **Add File** screen you can start the camera to take a picture, select one of the already created pictures/videos from the library, or create a .txt file.





To delete a QDisk folder, on the iPad, open the folder and press the Delete Folder button, at the bottom side of the screen.



**No Files or Folders**

Tap the + button to create a new one



To delete a file on the iPad, press the file name in the QDisk folders list and then press the Delete File button.

Accounts	
<b>mytxtfile.txt</b>	
<b>Name</b>	mytxtfile.txt
<b>Full Path</b>	mytxtfile.txt
<b>Size</b>	17 bytes
<b>Type</b>	text/plain
<b>Last Modified</b>	2015-02-02 15:28:46
<b>Open File</b>	
<b>Email File as Attachment</b>	
<b>Add Metadata</b> >	
<b>Public URL</b>	<input type="checkbox"/>
<b>Versions</b> >	

Delete File

# DATASYNCHRONISATIE

Om de gegevens tussen de iPad en Qaleido te synchroniseren, moet u de QSync toepassing op uw toestel opstarten.

Als de QSync toepassing al geopend is, kunt u synchroniseren door te drukken op de Refresh knop aan de bovenkant van het Containers venster.



Aan het einde van de synchronisatie zullen de laatste wijzigingen die zijn aangebracht op het toestel en ook op Qaleido, zowel zichtbaar zijn op het toestel als in Qaleido.

