

The Qdisk as external disk on a smart phone

for Android OS



galeido[®]
COMMUNICATIONS

CREDITS

Copyright/Disclaimer

The Qdisk as external disk on a smart phone for Android OS

V1.5 (English)

Document data:

Source: C:\DOCUMENTATION\QCS v1.5\Manuels\De Qdisk als externe disk op uw smartphone\En-UK\The Qdisk as external disk on an Android smart phone.doc
Version: V1.5 2012.11.05.14.21 (English)
Date: 5 November 2012
Time: 14:21
nr. of pages: 17

Copyright 2006-2012 S.C. Team Qaleido Software S.r.l..

No part of this manual may be published, redistributed or copied in any form whatsoever, by offset press, photocopy, microfilm or by any other means, either electronic, digital or optical, without the prior consent of the author(s) and publisher. This copyright restriction includes the reproduction and dissemination of any part or parts of the manual for use by an enterprise, organization or institution or by any private person except for personal use or for study of a strictly private nature, or by any news media, illustrated journal, periodical or magazine, either in digital form, online or otherwise, including broadcasting media. All rights reserved.

Concerning the information contained in this manual, utmost care is taken to get the information as accurately as possible. S.C. Team Qaleido Software S.r.l. cannot be held responsible or liable for any erroneous information contained in this manual.

Trademarks

Microsoft, MS-DOS, Windows, Windows Vista, Windows NT, Windows Server, Windows Mobile, ActiveSync, Windows Media, Excel, Internet Explorer, MSN, Outlook, PowerPoint and Word are registered trademarks of Microsoft Corporation in the United States and/or other countries. Java, J2ME and all other Java based trademark are registered trademarks of Sun Microsystems, Inc. in the United States and/or other countries. The Android-logo, Google Search™, Google, Google Maps™, Google Mail™, Android Market™ en Google Talk™ are registered trademarks of Google, Inc. in the United States and/or other countries. SAMSUNG and the SAMSUNG-logo are registered trademarks of Samsung Electronics. Apple, the Apple logo, iPod touch, iPod and iPhone are trademarks of Apple Inc. Qaleido is a registered trademark of S.C. Team Qaleido Software S.r.l. All other trademarks are property of their respective owners.

Table of Contents

1.	<i>Preface</i>	5
2.	<i>Configuring the QDisk</i>	6
2.1	Configuration data.....	6
2.2	About WebDAV Navigator Lite	6
2.3	Installing WebDAV Navigator Lite	7
2.4	Server settings in Webdav Navigator Lite	10
3.	<i>Using the Qdisk</i>	13
4.	<i>Changing the Qdisk settings</i>	16

1. PREFACE

Qaleido Communications features a web disk with advanced functions. This web disk is known as Qdisk and can be used as an external hard drive in your smartphone without the need to start Qaleido Communications.

Qaleido Communications is a complete package, enabling you to manage your e-mail, tasks and notes and keep track of your calendar. Additionally, you can easily share your mail and calendar with other Qaleido Communications users.

This guide explains how to set up your QDisk (online web disk) on your smartphone and what features it has to offer. The tasks are explained in step-by-step instructions with clear screen shots. Thus you will quickly find your way around in the program, allowing you to enjoy the convenience of Qaleido Communications.

Qaleido Communications was developed with utmost care. In case you will keep on experiencing difficulties in working with this webmail program or the QDisk, do not hesitate to contact our Service Desk at Qaleido International B.V.

You can submit a support request after login into My Qaleido with your username and password:

<https://my.qaleido.com>

After logging in, please visit the support page by clicking on Support in the left column (under the heading General management). On this page you can create a ticket by clicking [ticket form](#) and subsequently completing the form and sending it.

It is also possible to contact our support department by phone.

Our employees are ready to answer your questions six days a week.

Service desk

Phone: 0321 – 701 770

Fax: 088 – 003 2223

Opening hours for the Service Desk are: on weekdays from 08.00 till 20.00; Saturdays from 09.00 till 17.30.

2. CONFIGURING THE QDISK

2.1 Configuration data

Keep the following information at hand when setting up the Qdisk.

Address:	https://webmail.qaleido.com/dav/yourusername
Server:	webmail.qaleido.com
Map:	/dav/yourusername
User name:	yourusername. This is the name of your mailbox. In Qaleido Communications you login using this name.
Password:	Your password you use to login into Qaleido Communications.
Port:	443

2.2 About WebDAV Navigator Lite

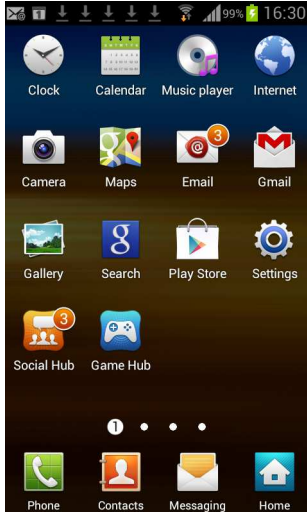
In order to take advantage of the Qdisk on your smartphone a suitable app has to be installed. This app is called *WebDAV Navigator Lite*. It is a free WebDAV client application for Android OS that allows you to connect to the QDisk. The *WebDAV Navigator Lite* app (installed on your smartphone) allows you to:

- create, rename and delete folders on the QDisk
- upload, download, rename and delete files on the Qdisk
- download and store files from your QDisk locally on your device
- open files of different file types (.jpg, .png, .doc, .xls, .pdf)
- upload images from the local photo gallery
- sharing hyperlinks to files and folders via email
- view files without the need of downloading etc.

2.3 Installing WebDAV Navigator Lite

To install *WebDAV Navigator lite* on your smart phone, follow these steps:

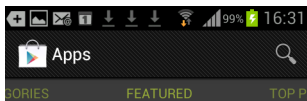
- Turn on your smartphone.
- Open the applications window.




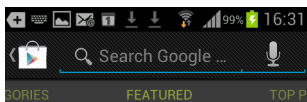
- Search icon *Play Store*:




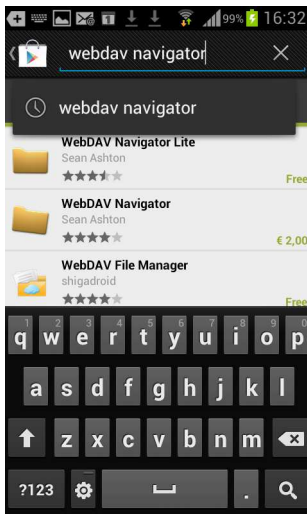
- Tap the *Play Store* icon to open it. The upper part of the *Play store* looks like this:



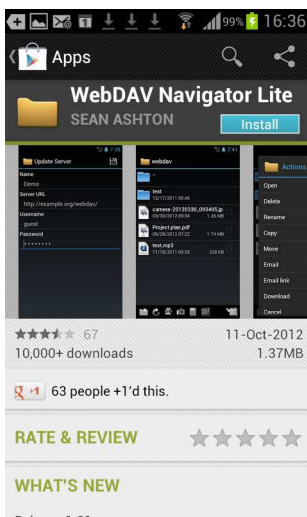
- Tap the *search* icon  at the top of the "Play Store" screen.
- The window then changes into:




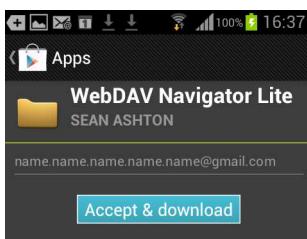
- Then type *WebDAV navigator* and tap the search icon (bottom right of the "keyboard": 



- In the search results list appears *WebDAV Navigator Lite*. This is a free application.
- Select *WebDAV Navigator Lite* by tapping the corresponding line in the list of results.
- The *WebDAV Navigator Lite* installation screen opens. Info on *WebDAV Navigator Lite* is being displayed.

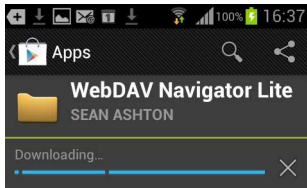


- Tap the *Install* button ()
- The window then changes into:

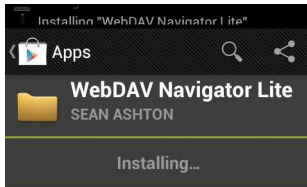


- Tap Accept and Download ()

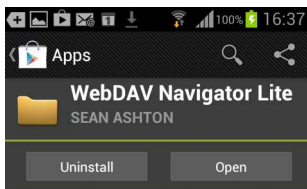
- The app is now being downloaded



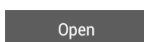
- and subsequently automatically installed:



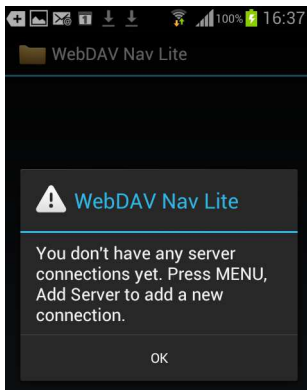
- After *WebDAV Navigator Lite* is installed, two buttons are visible on the screen: Remove and Open (Also, the *WebDAV Navigator Lite* icon will be visible on the main screen of the phone)



- Tap Open



- If no connection to a server is set up yet (and that applies here, because your *WebDAV Navigator Lite* is just installed), this message is displayed.



- Tap the OK button.
- To connect to a server, you follow the instructions in section 2.4 Server settings in Webdav Navigator Lite.

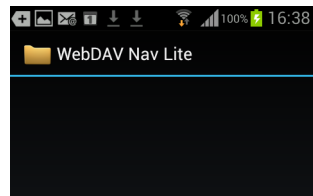
2.4 Server settings in Webdav Navigator Lite

- Open the applications window.

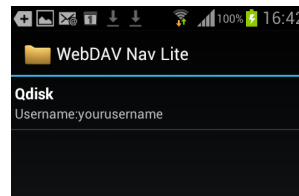


- Search for the *WebDAV Navigator Lite* icon and tap it. *WebDAV Navigator Lite* starts now.

no Qdisk installed



already a Qdisk installed

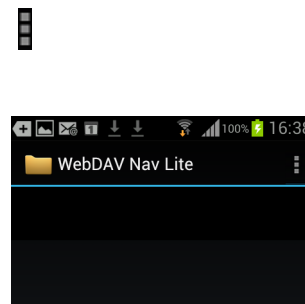


- Open a context menu in one of the following ways (depending on your brand/model smart phone)

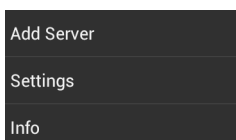
Press the Menu button in the lower left corner of the device (position and shape vary by manufacturer/model):



... or ... Tap the icon to the right of *WebDAV Navigator Lite*:

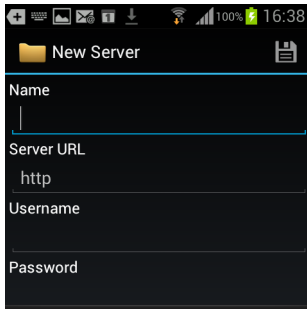


- Now, the following menu is displayed:

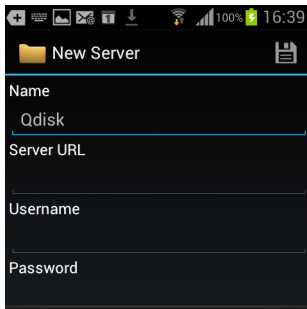


- Tap *Add Server*

- The configuration window opens in which name, address, user name and password must be entered (the 'keyboard' is displayed after you tap on a field):



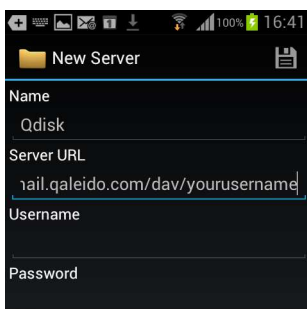
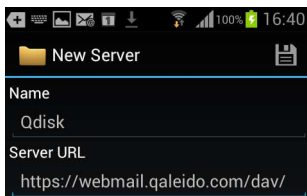
- Name: enter a freely selectable name for the Qdisk on your smartphone (in this example : Qdisk)



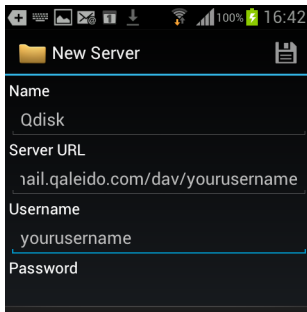
- Enter this address in the address field:

<https://webmail.qaleido.com/dav/yourusername>

Instead of yourusername, type your own user name (this is the name you use to logon into Qaleido Communications).

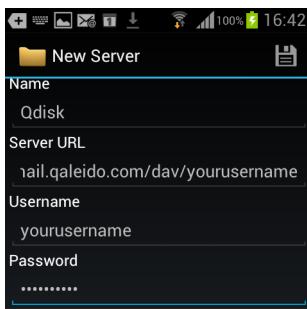



- User name

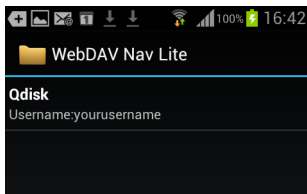


Instead of yourusername, type your own user name. This is the name of your mailbox. In Qaleido Communications you login using this name.

- And finally enter your password:



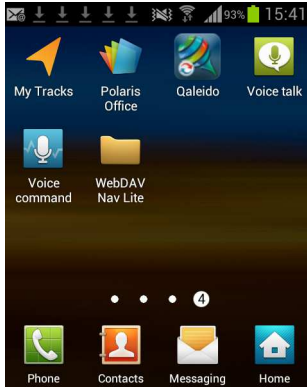
- Save the configuration data by tapping icon  (save) in the upper right part of the screen.
- Then *WebDAV Navigator Lite* launches and a list of configured web disks (in this example only *Qdisk*) is shown:



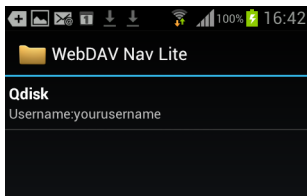
- Thus you can install multiple servers.
- The web disk is now ready for use on your smart phone. See also section 3 Using the Qdisk.

3. USING THE QDISK

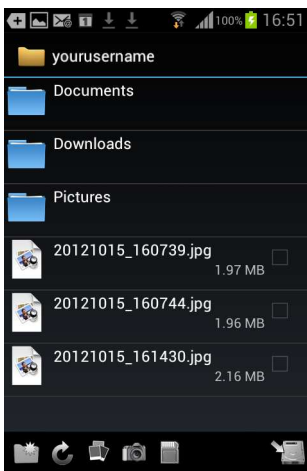
- In the main screen, open the web disk , by tapping the *WebDAV Navigator Lite* icon:



- Then *WebDAV Navigator Lite* launches and displays a list of configured web disks.



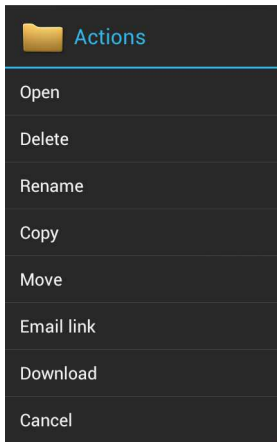
- This example shows a web disk named Qdisk. Tap the web disk to open it.



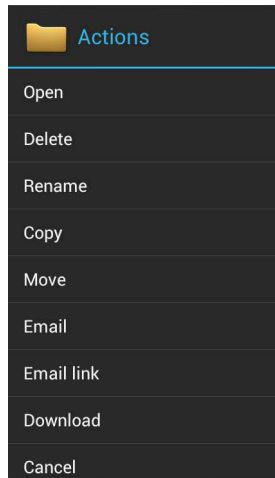
The folders and files on this web disk are displayed.

- Press at least 1 second on a folder or file to open a context menu that features functions to utilise the web disk like a regular hard disk.

Folder context menu:



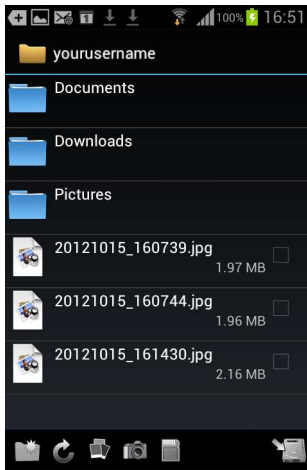
File context menu:



Procedure:

First select a folder or file, and then press and hold until this menu appears. Tap one of the options and follow the instructions.

- Even more functions are available in the menu bar



Create new folder.

Before tapping this function, move to the folder on your web disk in which you want to create a new folder and only then tap this icon. A window pops-up. Enter the name of the new folder and tap *Create*.



Refresh list.

The view of folders and files is not instantly updated. Tap this icon to update the view.



Upload photos of the local gallery of the smartphone to the web disk.

Before tapping this function, move to the folder on your web disk in which you want to upload the photos and only then tap this icon. The gallery opens. Navigate to the photo you want to upload. Tap on it and follow the instructions.



Upload pictures taken with the smart phone's camera to the web disk.

Before tapping this function, move to the folder on your web disk in which you want to upload the photos and only then tap this icon. The camera app starts. Take a picture, if necessary, change the name and save it, and then tap Upload.



Upload local files from the smart phone's SD Card to the web disk.

Before tapping this function, move to the folder on your web disk in which you want to upload the files and only then tap this icon. The SD Card opens. Navigate to the file you want to upload. Tap on it and follow the instructions.



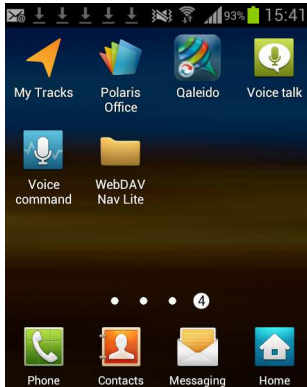
Upload local files from the smart phone to the web disk.

Before tapping this function, move to the folder on your web disk in which you want to upload the files and only then tap this icon.

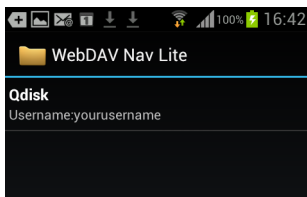
4. CHANGING THE QDISK SETTINGS

After configuring the Qdisk in *WebDAV Navigator Lite*, it is seldom necessary to change these settings. However, it is possible. Proceed as follows.

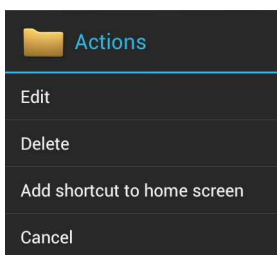
- Open the main screen and search for *WebDAV Navigator Lite*.



- Tap the *WebDAV Navigator Lite* icon. Then *WebDAV Navigator Lite* launches and displays a list of configured web disks.



- Press at least 1 second on the web disk to be modified. In the example it is Qdisk, A context menu with the following options appears.



Editing is almost identical to configuring a new web disk (header *New server* is now called *Edit server*). See section 2.4 Server settings in *Webdav Navigator Lite* starting from "tap *Add Server*".

The other functions of the context menu are self-explanatory



Qaleido International B.V.

P.O. Box 127 | 8250 AC Dronen | the Netherlands

PHONE +31 321 701 777 | FAX +31 851 030 010 | E-MAIL support@qaleido.com | INTERNET <http://www.qaleido.com>

KvK LELYSTAD 32143209 | BTW-NR NL8201.74.403.B01 | BANK 87.16.04.981 | IBAN NL23 SNSB 0871 6049 81 | BIC SNSBNL2A