

# HOWTO: Setup Treo700p with GroupWise Mobile Sync Server

Although the below documentation is geared towards a Palm OS device, setting this up for a Microsoft Pocket PC is very similar. In fact, most of the screens below will look identical on the Pocket PC. Due to the proprietary nature of Microsoft, and their extremely difficult to deal with licensing issues, screen shots for their OS were unable to be obtained.

- 1.) Select the Web application and go to:  
**<http://gms.health-first.org/install>**



- 2.) Login using your GroupWise username (e.g. aa123456) and password
- 3.) If asked to enter your ZIP code, do so and continue on to the "Install" screen

4.) Select "**Install Software: Palm OS**" and allow it to download and install



5.) Select "Yes" to allow this application to be installed.



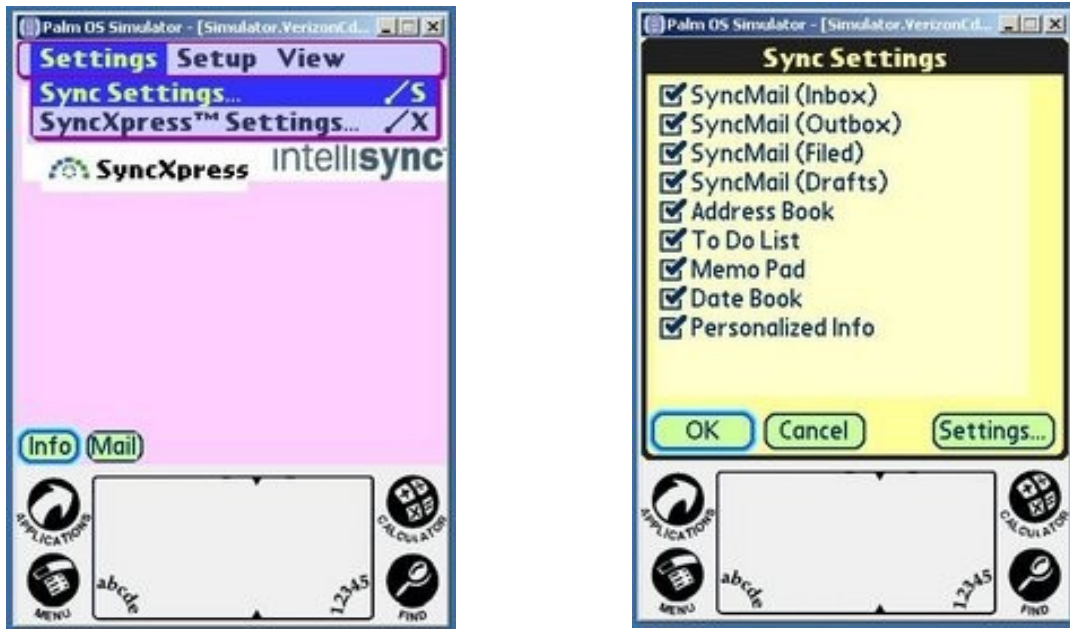
6.) After a quick installation, your device will probably auto reset, and you'll see the installation finish



7.) Next is to launch the newly installed **Intellisync** application, and configure it to sync what and when you want it to



8.) Select menu and then **SyncSettings** and then select what you do or don't want to be synced. By default, everything is turned on.



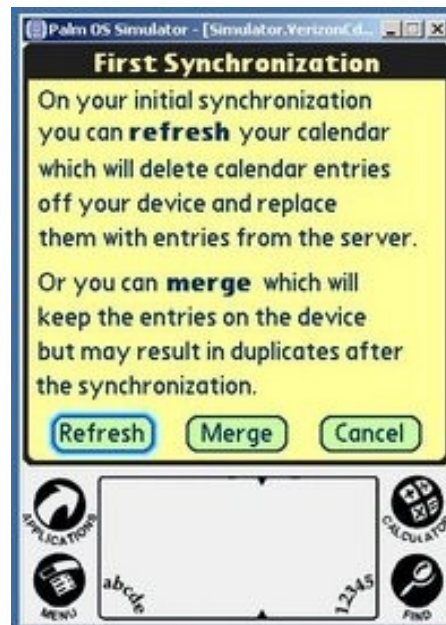
9.) After completing the above, let's go ahead and do an initial sync, in order to get the data to start showing up. Return to the main screen, and click the **Sync** button



10.) The very **FIRST** time you sync, you'll be asked to scribble on the screen for an encryption key generation, and then prompted for username and password. Again, use your GroupWise username and password



You will also be prompted with a screen asking you if you want to **Refresh** your calendar items (if selected to sync) or **Merge** your calendar items. **Refresh** means everything in your calendar will be deleted, and all Gwise items synced in. **Merge** means everything will be synced together, so there **IS** a possibility of duplicates.



11.) The first sync might take a while, depending how much information you have to sync up. If you click the **Details** button, you can see screens like this



12.) Once the initials Sync is completed, you should see a finished screen like this



13.) You now have the option to go into the **Push/ReadySync Settings** and customize when you would like to have your device sync. The screens are pretty easy to understand and customize. Here is an example of setting it up to sync between the hours of 6AM and 6PM every 4 hours:



14.) Once all the above is completed, all that is left is to look over your device and verify that information is starting to sync up. Upon checking your **Calendar** you may see screens like this



...all the little boxes in the right screen shot, indicates my calendar items are getting synced up. Not everything might sync on first try, but after a few syncs, you should see all your normal items.