



# NEMessenger™

**Installation & User Guide**

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## Introduction

NEMessenger is a lightweight client application that moves business documents securely over the internet through NEGrid. You can send and receive EDI-EDIFACT, EDI-TRADACOM, EDI-X12, XML and other formats.

With NEMessenger you can do the following:

- Send documents to your trading partner's mailbox on no matter what Value Added Network, or other communication requirements (AS2, FTP, X400).
- Receive documents from your trading partner.
- Check the status of a document.

## About this Guide

This guide tells you how to install, configure and use NEMessenger.

## Audience

This guide assumes the user has an established account with NEGrid. It describes the installation of the software along with the configuration and setup needed to communicate with NEGrid.



## **NEMessenger Overview**

NEMessenger enables you to conduct EDI with global trading partners without having to worry about data compatibility. By utilising NEMessenger ability to seamlessly connect to NEGrid, you will be able to harness IP connectivity regardless of your existing hardware or supply chain communication software.

NEMessenger is a Microsoft .Net application that requires .Net Framework V2.0 or above to operate.

### **NEMessenger Client:**

- Can be opened from Windows programs menu (Start > Programs > NetEDI Messenger) or by running the file: C:\Program Files\ NetEDI Messenger\NEMessenger.exe
- Provides a GUI Interface to the NEMessenger setup and processes.

## Installation and Settings

The NEMessenger installation software can be downloaded directly from NetEDI's website.

This chapter includes the following:

- "System Requirements" on page 5
- "NEMessenger Install Procedure" on page 5
- "Configuring NEMessenger" on page 6

### System Requirements

The minimum system requirements for NEMessenger are:

Component	Requirements
Operating System	<ul style="list-style-type: none"> <li>▪ Windows 2000, XP, Vista &amp; Win7</li> <li>▪ 2000/2003/2008 Server</li> </ul>
Software	.Net Framework V2.0 ( <a href="http://www.microsoft.com/downloads/details.aspx?FamilyID=0856eacb-4362-4b0d-8edd-aab15c5e04f5&amp;displaylang=en">http://www.microsoft.com/downloads/details.aspx?FamilyID=0856eacb-4362-4b0d-8edd-aab15c5e04f5&amp;displaylang=en</a> )
Network	TCP/IP Internet connection
RAM	512 MB

### NEMessenger Install Procedure

#### To install NEMessenger:

1. Using a web browser, go to <http://www.NetEDI.co.uk>.
2. Click the Products menu item at the top of the page.
3. Scroll to the bottom of the Page in section Downloads and click the NetEDI Messenger link.
4. The file download dialog box opens. Select **Save File to Disk**.
5. When the file has been saved to your local drive, do the following:
  - Double click the file to begin installation:
    - netedims.msi
6. Open File – Security Warning window opens. Click **Run**.
7. The NEMessenger Welcome window opens. Click **Next**.
8. The Installation Folder screen opens. Do one of the following:
  - Accept the default folder displayed. Click **Next** to continue.
  - Click **Choose** to navigate to the desired folder name. Click **Next** to continue.
  - Type the full path name of the desired folder. Click **Next** to continue.
9. Confirm Installation. Click **Next** to Install.
10. The Install status screen will display while NEMessenger files are being copied to your hard drive. When the file installation has completed, the Installation Complete dialog will open. Click **Close**.

**Important:** After installation, you must ensure you have a valid mailbox account before you can use NEMessenger. If you have any queries, contact your NetEDI account representative.

## Configuring NEMessenger

To configure NEMessenger:

1. Perform the appropriate action.
  - From the Windows Start menu, go to Programs and select NetEDI > NetEDI Messenger
  - Click the Desktop shortcut NetEDI Messenger.
2. The first time you open the Messenger client, the login screen will open. Enter the Username and Password that has been provided by your account representative.
3. The installation directory panel opens.

The following directory locations can be edited:

Directory	Function
Inbox	Messages downloaded from NEGrid
Outbox	Messages pending upload to NEGrid
Sent Items	Messages sent to NEGrid
Trash – Inbox	Messages that have been deleted from the Local Inbox
Trash – Outbox	Messages that have been deleted from the Outbox
Trash – Sent Items	Messages that have been deleted from the Sent Items

4. Click Ok.

## NEMessenger Client

NEMessenger sends documents from the client to the server. Documents are received from the server.

This chapter covers the following topics:

- “Starting NEMessenger” on page 7
- “Adding Files to the outbox” on page 9
- “Sending and Receiving Documents” on page 9
- “Configuring NEMessenger on a Schedule” on page 9

### Starting NEMessenger

To start NEMessenger:

- From the Windows Start menu, go to Programs and select NetEDI > NetEDI Messenger
- Click the Desktop shortcut NetEDI Messenger.

The NEMessenger screen opens:



- The left panel will display Inbox, Outbox, Sent Items and Trash directories.
- The right panel will display any files that are currently in the listed directory.

## Adding Files to the Outbox

To add files to the outbox:

1. Start NEMessenger.
2. From the Left Panel, select **Outbox**.
3. From the File menu, select **Add File**.

The Add file to outbox dialog box opens.

4. Select the directory and folder containing the files.
5. Select the file.
6. Click **Open** files to **Outbox**.

The NEMessenger client right panel lists the file.

**Note:** If files are automatically placed into the Outbox directory then NEMessenger will sync with the directory and display the files in the right panel.

**Important: NEMessenger does not support files that contain multiple EDI interchanges. Each file must contain only one EDI interchange.**

## Sending and Receiving Documents

Receive files function to access your mailbox on NEGrid and retrieve any documents sent by your trading partners.

When you send a document, it is placed in your mailbox and sent to your trading partner.

To send and receive documents:

1. Start NEMessenger.
2. Click the Left panel menu, Click the Send and Receive icon.

## Configuring NEMessenger on a Schedule

To configure NEMessenger to run off a schedule:

1. Start NEMessenger.
2. From the Tools menu, select **Options**.
3. Click **Scheduling**
4. You can perform the following actions.

Action	Function
<b>Schedule Communications</b>	This enables the scheduled communications to run at the set times.
<b>Start Time</b>	Time from when the scheduler starts.
<b>End Time</b>	Time from when the scheduler ends.
<b>Intervals</b>	The interval time between schedules.
<b>Daily Schedules</b>	Enable the days the schedule will run.

**Important:** NEMessenger has to be running for the scheduler to send and receive. If the program is closed the schedule will not run.