Welcome to the ScandiOne WebBookmarks.

For quite a long time, I have had this little thought about the favorites (Internet Explorer) or Bookmarks as Firefox calls them.

They work perfectly, except for one little thing: They are located on your workstation.

This means:

- When I want to start using another browser, I have to export and import them and since this never works 100%, I'll afterwards have to rearrange them, and do some cleaning up.
- When I'm at work, I do not have my favorites with me. They are at home!
- When I am at my friends place, or anywhere else but in my home, I cannot access my favorites in an easy way.
- If I have more than one PC in my home, my favorites is only on one of them. Until I bother to copy them out. And even then, they still have to be maintained manually if I add a new one.
- When buying a new PC, it's the same job as changing the browser.
- When I need to reinstall my computer, I always forget to make a backup of those bloody favorites. And they are gone!

I have always wondered: Under normal conditions, when I'm using a browser, I am surfing the internet. So, why can my favorites not be located on the internet too?

Well, this little application will do something about it.

On the next pages, I'll show you how to use ScandiOne WebBookmarks. An application that will grant you access to your favorites wherever you are.

Please read this manual carefully, and try out the examples.

If you encounter any problems, please see the FAQ at our website.

If this does not help you, please feel free the write your question to us at: support@scandione.com

We will try to help you as soon as possible.

We hope you will enjoy using ScandiOne WebBookmarks.

Sincerely/Best regards

ScandiOne

What is different?

Using the ScandiOne WebBookmarks will require a little change of habits. Nothing big, really. From now on, when trying to access your favorites/bookmarks, instead of doing this:

									_	
	New Jap X 1						-	0	×	ScandiOne WebBookMarks = 0 ×
	(Search or enter address	v C Q Search	* e ·	+ n	n -4	۰.	٠	n •	=	Bookmarks D- SCANDIONE
•	e e									🔛 🐑 🕼 DAN 11:31 📑

...you will be doing this:



No big deal, huh?

What you see is the same:

Ele Edit View History B	lookmarks Iools Help	_			• •	o x	_
New Tab	Show All Bookmarks Otrl+Shift+B			1			ScandiOne WebBookMarks – • ×
🔶 🕕 Search or ent	Subscribe to This Page			★ 🖨 🔸 🥦	n 🗏 🗢 🍃		Bootmarks De SCANDIONE
	Bookmarks Toolbar Solver Sookmarks			1			Newspapers
	Newspapers >		1	1			Sales and Auctions
	Voutube >		1	1		LEGO	Programming
	Sales and Auctions >	1 FG0 .	1	1		Open All in T	the Various
	Programming >	9 Toysrus	1	1			ScandiOne - We solve problems!
	Various >	Open All in Tabs					W35chool6
	ScandiOne - We solve problems!						
	WiSchools Online Web Tutorials			, ,			
www.lego.com/en-usTignore	referer-true			`			

...and so is the result:



Now, let's move on with the basics.

Getting started

When you start the application for the first time, you will probably see something like this:

Organize ar	nd Settings – 🗆 ×
Organize System	dfy Personal Data New User General About SOWB
UserName:	
Password:	Save UserName Automatic Login
	Save Password Log in Log out Remove User
E-mail:	Forgot Password

If you have already been using another web-depending application from ScandiOne, you already have an account. Just log in here, and you'll be good.

If not, you'll have to create an account. It's done fast, please follow these steps:

Creating an account

Select the tab "New User":

Organize and Settin	igs	- ¤ ×
Organize System Connection Modify Person New UserName: E-mail: Password: Repeat Password: Language:	nal Data New User General A [SCANDIONE

Username:	You can use any username you like, including letters, numbers, spaces, underscores and hyphens. In this manual, we use John Smith as the username.
E-mail:	This gives itself away, doesn't it? However, the E-mail is important, since you will receive an email with your data. Please be sure your email is correct, since this will be the only way we can communicate with you. If for instance you forget your password, we will send it to you on this email. You can create as many accounts as you want, using the same email.
Password:	Yep, this is the password. There are no restrictions. You can use one letter if you want, or twelve. Or twenty-seven.
Repeat Password:	As you are not able to see your password (unless you click the 'eye'), we ask you to type it once more. Just to be sure!
Language:	Which language do you want this application to address you? For the time being, we have only English and Danish. Hopefully we will be able to add more languages.

Let us create an account:

Fill in the fields as the following (Of course, using the user name you want, your email, etc.):

Organize and Set	tings – 🗆 X
Organize System	sonal Data New User General About SOWB
New UserName:	John Smith
E-mail:	johnsmith@scandione.com
Password:	····· •
Repeat Password:	·····
Language:	English
	Store

Please note, that the button some is now activated.

The whole application is build in a way, that if you have not supplied sufficient data, you will not be able to do what you intend to do.

Now press the _____ button.

You will see a little pop-up like this:



As it says, your account is created, and an email is sent to you.

The content of this email is the data you have entered.

If you do not receive this email, the email-address you have entered may be wrong. Or our email to you is possible in some sort of filter.

We recommend to contact us if you are sure you have not received the email.



The email will look like this:

Dear John Smith
Thank you for joining ScandiOne WebBookmarks.
You have been registered with the following data:
Username: John Smith Password: asdfgh Email: johnsmith@scandione.com
You may start using ScandiOne WebBookmarks immediately.
Sincerely / Best regards
ScandiOne

As the email says, you can start using ScandiOne WebBookmarks immediately.

If nobody was logged in when you created your account, you are already logged in. But just for the sake, let's go through the login process. Go to the **Connection**-tab, and type your user name and password:

Organisér o	g Indstillinger		
Organize System	dify Personal Data New	User General About SC	SCANDIONE
UserName:	John Smith		
	✓ Save UserName	Automatic Login	
Password:	•••••		<u> </u>
	Log in	Log out Re	move User
E-mail:	Forgot Password		
			.1

Please note the checkboxes:

 Save Username:
 Check this, if you want the application to remember your user name.

 Save Password:
 Check this, if you want the application to remember your password too. Please do not use this utility, if you are working on a shared PC, since everybody will be able to access your account.

 Automatic login:
 Check this, if you want the application to start up logged into your account.

Use of this function is preferred if you are the only user of this application.

As you see, I choose to let the application remember my user name, the password and log me on automatically. These options you can set as you like. If you want to change them later, just check/uncheck the fields, and log in.

(Save username is always a good thing to check. Then you don't have to bother with that.)

ScandiOne Hanestien 5 3300 Frederiksvaerk Denmark www.scandione.com

A saved user can always be removed again using the 'Remove user'-button.

After logging in, you will see this:

Crganiz	e and Settings – 🗆 🗙
Organize Sys	tem
Description:	
Link:	
Folder:	
Browser:	C <default></default>
BookMarks	

Okay, now it is time to get started, and add some bookmarks.

There is three ways this can be done:

- Manually
- Semi-automatic
- Import

Let us take them one at a time:

Adding bookmarks manually

If you know the URL of a webpage, you can just type it in:

Organis	ér og Indstillinger – 🗆 🗙
Organize Sys	tem
Description:	ScandiOne - The awesome Software-Company
Link:	www.scandione.com
Folder:	
Browser:	Cefault>
BookMarks	
	1

It is possible to change the browser for each bookmark. If you for instance know, a certain web-page will work best (if not only) using i.e. Microsoft Edge, you can make this bookmark open only in that browser:

Organis	êr og Indstillinger – 🗆 🗙
Organize Syx Description: Link: Folder: Browser: BookMarks	ér og Indstillinger – D ×

Press the Press

Organis	ér og Indstillinger – ۵۰
Organize Sys	scandione
Description:	
Link:	
Folder:	
Browser:	🗂 <default></default>
BookMarks	
	J

When you are satisfied with the look of your bookmarks in the list, press the EB button.

This will save the bookmarks in the list to your account on the internet, and make them appear in the menu in the top:

Bookmarks	5 SCANDIONE
Aggerholm	Inc.
Earthworms	International

Now, where did those other bookmarks come from? You didn't put them in there!

Well, that's the difference between paying and non-paying members. If you do not pay for the app, you will see some links to various websites that have paid instead of you (For the example, I've put in some fictive names of fictive companies).

Please note the line between "Model Trains Ltd." And you recently added link, "ScandiOne". Everything above the line is commercial links, and below it is yours.

A paying member will only see his or her own links. If you were a paying member, the link menu will look like this (for the rest of this manual, we'll presume "John Smith" is a paying member) with only your links in it:



Adding bookmarks the semi-automated way:

Let's say you are on a web-page you'd like to add to your favorites.

To accomplish this, all you have to do, is go to the address-bar in the browser, click to the left of the URL (where the icon of the website is) and drag it onto the ScandiOne WebBookmarks app. Like this:



It is as easy as adding a bookmark to the bookmark-menu in the browser:

Click the icon to the left of the address (and keep the left mouse-button pressed in the process), and drag it all the way to the ScandiOne WebBookmarks app. Let go of the left mouse-button here, and the link is dropped onto the app.

When ScandiOne WebBookmarks receive the link, it'll unfold and reveal the details of the link:

Organize and Settings -	
Organize System]
Description: LEGO.com US - Inspire and develop the builders of tomorrow - LEGO.com	
Link: https://www.lego.com/en-us/?ignorereferer=true	
Folder:	
Browser: Cefault>	
BookMarks ScandiOne - The awesome Software-Company	

The link name is already here. If you wait a little, the description will be filled in automatically.

You can click IP as it is, or you can modify the description if you like. Some links come with a very large description, others don't say much about the website s content. Some do both.

Anyway, let's write something else:

organiz	e and Settings	
Organize Sys	tem]	SCANDIONE
Description: Link: Folder:	LEGO - The best toy in the world https://www.lego.com/en-us/?ignorereferer=true	
Browser:		
BookMarks	& ScandiOne - The awesome Software-Co	mpany

Now, click the P button, and the link show up in the list:

Organize :	and Settings	
Organize System Description: Link: Folder: Browser: Book:Marks	n ⊂ <default> PPPPP ScandiOne - The awesome Software-Con LEGO - The best toy in the world</default>	SCANDIONE
		2

If you had selected a folder before adding the bookmark, the bookmark would show up in that folder.

We'll get back to folders and organizing later.

PLEASE NOTE: Always save your changes (by pressing the 🖃 button) before closing the app. Otherwise all changes are lost!

Well, this is all very good. But most of us already have a lot of bookmarks in the favorites/Bookmarks menu in our browser. Do we really need to put them in manually?

No, of course not. That is why we implemented an import-function.

First, you need to **export** your bookmarks from your browser. Somewhere in the menu-system of your browser there'll be an exportoption, called something like "Export bookmarks to HTML" or similar.

Different browsers do this in different ways. Please see the instructions (or help-function) for your browser for details.

When exported (remember where the export-function places the file – you'll need to know this later) you can get the ScandiOne WebBookmarks app to import them and place them the list.

First, go to the System \rightarrow General tab:

Organize System Connection Modify Personal Data New User General About SOWB Default Language: English Image: Image: English Image: Remember this position Show link on Bookmark Image: Im	Organisér og Indstill	linger	-	□ ×
	Organiser og indstill Organize System Connection Modify Person Default Language: Remember this position Remember this position Remember last position Always on top Start with Windows Show password 'eye' Show password 'eye'	Inger Ind Data New User General Abo English Show link on Bookn Show Vopen all in Ta P Import bookmark P	- SCANDION out SOWB E aak E abs' E	

As you see, here are a lot of things concerning main functionality, but right now let's focus on the Import-thing: Click (International and a window appears:

import E	Bookmarks	- ¤ ×
Bookmarks	E- CandiOne - The awesome Software-Company	
Clear existing b If bookmark n Skip: Rename:	ookmarks:if folder exists:if link exists: Merge folders:Skip: Rename:Skip:	2
	Import	

As you see, here is a few options for the import: They should be self-explanatory, but just in case:

Clear existing bookmarks does exactly what it says: Before importing the bookmarks in the file, it erases all existing bookmarks first.

The following panes contains more specific options:

If **bookmark name exists**, you can make it to skip this one, or rename it. Please note, that the bookmark here and in your import-file could have the same name, but link to two different sites. This is why we recommend the 'rename'-option

If a **folder exists** both places, it's logically to think they contain the same kind of links. This is why we default 'Merge', so the links in those two folders end up the same place.

If a link exists, you have it already. There is usually no reason to have the same link two different places. Default 'skip'.



When pressing the button, a window appears where you can select the file you want to import:

Open bookmark file	
G:\Internet\FireFox BookMarks	2012-06-29.html 2012-06-30.html 2016-05-21.html 2016-06-12.html 2017-03-02.html
Filename: 2017-03-02.html	••• (All files) 🗵
	ia.

The import starts immediately, and if we assume the bookmarks we started out showing in Firefox is the ones you'd like to import, the result looks like this:

Organize and Settings – 😐		
Organize Sy	stem]	
Description		
Link.		
Unk:		
Folder:		
Browser:	C <default></default>	
BookMarks	ScandiOne - The awesome Software-Company LEGO - The best toy in the world	
	🕀 🛅 Youtube	
	🕀 🗁 Sales and Auctions	
	🕀 🛅 Toys	
	⊕- ² Programming	
	🕀 🛅 Various	
	ScandiOne - We solve problems!	
	🕀 🛅 Bookmarks Toolbar	
	🕀 🦳 Other Bookmarks	

As you see, ScandiOne and LEGO remain as they are. The new (well, 'the old') bookmarks from Firefox is placed afterwards in their folders.

My export of bookmarks in Firefox has included a little more than I need, but that is just deleting those two folders.

We will just return to some of the editing and rearrange-possibilities ScandiOne WebBookmarks has.

First, let us see what we have so far. Try clicking one of the "plusses":

organiz	e and Settings – 🗆 ×
Organize Sys	tem
Description:	
Link:	
Folder:	Newspapers
Browser:	Coefault>
BookMarks	ScandiOne - The avesome Software-Company LEGO - The best toy in the world Newspapers WP Washington Post The Huffington Post Mirror Online Sales and Auctions Toys Forgramming Various ScandiOne - We solve problems! Various ScandiOne - We solve problems! Various Various

As you can see, the links are the same as in Firefox.

If your imported links look like you want them to, just press the 💷 button.

This will save the bookmarks onto your account, and place them in the WebBookmarks-app:

Boo	
So	ScandiOne - The awesome Software-Compan
	LEGO - The best toy in the world
	Newspapers
	Youtube
	Sales and Auctions
6	Toys
	Programming
0	Various
So	ScandiOne - We solve problems!
-3	W3Schools Online Web Tutorials
	Bookmarks Toolbar
m	Other Bookmarks

Okay, that was about how to put bookmarks in the app. Now let us begin to make some order.

Arranging bookmarks and folders

First: Folders!

To add a folder in your app, just click the 😰 button. If a folder is already selected, the new folder will be created in that. Otherwise it will be created in the 'Root':

Organize and Settings – 😐	
Organize Sys	tem]
Description:	
LINK.	
Folder:	New folder
Browser:	CDefault>
BookMarks	LEGO - The best toy in the world Newspapers

Here we call the new folder 'Awsome Companies':

Organiz	e and Settings – D
Organize Sy	tem)
Description:	
Link:	
Folder:	New folder
Browser:	Contraction Contra
BookMarks	LEGO - The best toy in the world
	Newspapers
	Toutube
	🕀 🛅 Sales and Auctions
	🕀 🛅 Toys
	Programming
	🕀 🛅 Various
	ScandiOne - We solve problems!
	🕀 🛅 Bookmarks Toolbar
	Other Bookmarks
	Awsome Companies

Now we can put the ScandiOne-link into this folder. Click on the ScandiOne-link (keep the mouse button pressed) and drag it to the 'Awesome Companies'-foolder (note the little triangle at the right of the folder name):

Organiz	e and Settings – 🗆
Organize Sy	stem]
Description:	ScandiOne - We solve problems!
Link:	http://www.scandione.com/en/
Folder:	
Browser:	C <default></default>
BookMarks	LEGO - The best toy in the world LEGO - The best toy in the world Newspapers Youtube Sales and Auctions Programming Scandione - We solve problems W3Schools Online Web Tutorials Dr Bookmarks Toolbar Dr Other Bookmarks

And so it becomes:

Organize Sys	tem]
Description:	ScandiOne - We solve problems!
Link:	http://www.scandione.com/en/
Folder:	Awsome Companies
Browser:	Contraction of the second seco
BookMarks	LEGO - The best toy in the world Newspapers Youtube Sales and Auctions Programming Pro

This way you can drag and drop folders and links all around the "folder tree", and make any order you like.

Now, let's delete a folder. That "Bookmarks Toolbar"-folder is bothering me, it's something Firefox think I should have:

Organiz	e and Settings – 😐 🖓
Organize Sy	tem
Description:	
Folder:	Bookmarks Toolbar
Browser:	Microsoft Edge ≚
BookMarks	LEGO - The best toy in the world

A little PopUp appears, asking if we mean it seriously:

🝌 Warn	ng
	Folder 'Bookmarks Toolbar' (and all links and folders it contains) will be deleted' Continue?
	* ~

Press the _____ button, and the folder "Bookmarks Toolbar" is gone:

organiz	e and Settings – 😐
Organize Sy	tem
Description:	
Folder:	
Browser:	
BookMarks	ScandiOne - The awesome Software-Company LEGO - The best toy in the world Newspapers Youtube Sales and Auctions Toys Programming Watous Watous Watous Watous Other Bookmarks
	E-C Awsome Companies

ScandiOne Hanestien 5 3300 Frederiksvaerk Denmark www.scandione.com

Now, the folder "Toys" is a little too specific. Let's call it "Toys and Games". Just click twice in the name, and it opens up for editing ('long twice' just like any file or folder in explorer):

Organize Sys	stem
Description:	
Link:	
Folder:	Toys
Browser:	C <default></default>
Book Marks	ScandiOne - The awesome Software-Company
	LEGO - The best toy in the world
	🕀 🛅 Newspapers
	🕀 🛅 Youtube
	Sales and Auctions
	Harring Programming
	W2Schools Opling Wah Tutorials
	W SSCHOOLS OF Inter Web Totonals

We change it to "Toys and Games":

Organiz	e and Settings – D
Organize Sys	stem
Description:	
Link:	
Folder:	Toys
Browser:	└── <default></default>
Book Marks	ScandiOne - The awesome Software-Company LEGO - The best toy in the world Wewspapers Youtube Sales and Auctions Toys and Games Your Games Your Software Companies

And the name is changed:

Organiz	e and Settings – 🗆 🗸
Organize Sys	tem
Link:	
Folder:	
Browser:	C <default></default>
BookMarks	ScandiOne - The awesome Software-Company EGO - The best toy in the world Wewspapers Youtube Sales and Auctions Toys and Games Yourous Yourous With Charles Other Bookmarks With Companies Awsome Companies

Please note, that you can not change a name of a folder to a name that already exists in the same place.

Folders can only have the same name, if they are located inside two different folders.

Now for the bookmarks.

To delete a bookmark, select it and press .

Enough with the self-promoting, we decide to remove "ScandiOne". Select it, and click the IP button:



Again, a PopUp:





Press the _____ button, and the ScandiOne-bookmark is history.

Now let us edit a bookmark. If you will only change the name, it is the same as the folders. Slow double-click, write the new name, press enter. Done.

But if you want to change the link or the preferred browser, you'll have to select the bookmark and modify link and/or browser.

Please note, you can not alter the description here! If you do, ScandiOne WebBookmarks consider it a new bookmark, and will only allow you to add it as so.

Here for the change:

Organiz	e and Settings – 😐 🖓
Organize Sy	tem]
Description:	W3Schools Online Web Tutorials
Link:	http://www.w3schools.com/
Folder:	
Browser:	C <default></default>
BookMarks	LEGO - The best toy in the world
	De Youtube
	E C Sales and Auctions
	🕀 🦳 Toys and Games
	Harring Various
	W3Schools Online Web Tutorials
	Other Bookmarks
	🗄 🗁 Awsome Companies

I like to let this bookmark be more specific. I'll let it lead directly to the stylesheet-section, and now we are at it, I prefer the Internet Explorer to open this one:

Organize Sy	stem
Description:	W3Schools Online Web Tutorials
Link:	https://www.w3schools.com/xml/tryxsit.asp?xmlfile=cdcatalog&xsitfile=cdcatalo
Folder:	
Browser:	🔗 Internet Explorer
Book Marks	LEGO - The best toy in the world
	P m Newspapers
	The Youtube
	En Sales and Auctions
	E Programming
	E / Various
	🕀 🛅 Other Bookmarks
	🗄 🚰 Awsome Companies

If you have modified something by mistake, you can always go back to where you started by closing the 'Organize and Settings'-window. However, all your changes will be lost, of course.

I hope you have got the hang of it by now.

Only things left Is some System-stuff.

Modify personal data

Organize and Sett	ings – 🗆 x
Organize System	onal Data New User General About SOWB
Modify UserName:	John Smith
Modify E-mail:	johnsmith@scandione.com
Modify Password:	·····
Repeat Password:	·····
Language:	English 🔄
	Update

Change whatever you want, and press the utton.

If you change your user name, it is possible the new one you select is already taken by somebody else. In that case you'll be informed, and the change do of course not take place. You'll need to think of another new user name.

The menu

Right-click in the app will show you a menu:



Organize and Settings is what we have been using since page 4 in this manual.

Log in: In case you have logged out, you can log back in here.

There is two ways: Clicking the **Log in** alone, opens up the login-form where you can type a name and a password. If there is user names saved on the PC, they'll show up to select directly: The green ones has also the password saved, and will log in directly. The yellow ones will need the password to be entered on the login-form, which will open up if a yellow user is selected:



Log out: I believe this is self-explanatory.

Change user: In case you have more users registered, you can change between them here. It is the same as **Log in**, as the colour indicates whether a password is needed or not. The only difference is, that John Smith is logged in now, and therefore greyed out since it makes no sense to 'change' to the same user:



Exit: Closes ScandiOne WebBookmarks

General



Default language is "English". This is the language in which the app starts, before someone is logged in. At this time we do only have "English" and "Dansk" ("Danish").

Remember this position: ScandiOne WebBookmarks remember where you leave it **this time**, and when you start it from now on, it'll be in that exact position.

Remember last position: If you like to move it around, and want it to be where you left it next time you start it, this is the setting.

Always on top means that other windows will not cover the app. This is useful, if i.e. your browser is maximized, so your bookmarks will not be hidden behind it.

Start with Windows: ScandiOne WebBookmarks will start automatically when you turn on you PC. Combined with **Automatic login** you'll always have your bookmarks handy.

Show link on Bookmark: A text will show you the link behind the bookmark (in case you have forgot). If you find it annoying, turn it off here.



Show password 'eye': The 'eye' icon in the password-field, will show you the content of the field when pressed:

Organize System Connection Modify Personal Data New User General About SOWB UserName: John Smith Image: Connection Image: Connection	Organize ar	nd Settings	
UserName: John Smith Save UserName Automatic Login Password: asdfgh Save Password Log in Log out Remove User E-mail: Forgot Password	Organize System	dfy Personal Data New User General About SOWB	DIONE
Save UserName Automatic Login Password: astfigh Save Password Log in Log out Remove User E-mail: Forgot Password	UserName:	John Smith	
Password: asdfgh Save Password Log in Log out Remove User E-mail: Forgot Password		Save UserName Automatic Login	
E-mail: Forgot Password	Password:	asdfgh	
E-mail: Forgot Password		Save Password Log in Log out Remove User	
	Email:	Forgot Password	

Show 'Open all' in Tabs: In case you'd like to open all bookmarks in an entire folder at once (please note, that this utility can act not as intended when not using default browser for all bookmarks in the folder):



About SOWB

This means: "About ScandiOne WebBookmarks", but this sentence was too long to put in the tab.



It is the normal promotion of our company, telling you not to change our product, and a disclaimer saying, that if you lose any money or anything else because of your use of our product it's not our fault.

Well this is about it!

Thank you for reading so far, and we hope you will enjoy using this product, and that you will have a great experience.

If you have any questions, please see the FAQ at our website, alternatively send us an email to <u>support@scandione.com</u> about your problem.

Comments and proposals are welcome too. Yes, let us know what you mean.

Sincerely / best regards

ScandiOne Denmark