

Novell Vibe Mobile Quick Start

December 2014

Novell®

Getting Started

Mobile access to the Novell Vibe site can be deactivated by your Vibe administrator. If you are unable to access the Vibe mobile interface as described in this section, consult your Vibe administrator.

You can download a native application for your iPhone, iPad, Android, or BlackBerry device. These applications have a more polished user interface and don't require you to sign in each time you access Vibe. However, the mobile app for Vibe does not store information on your device; information can be viewed only when you have an Internet connection.

Other devices can access the Vibe mobile interface by using a mobile browser that meets the requirements listed in ["Mobile Browser Requirements" on page 1](#).

Mobile App Requirements

Novell Vibe mobile apps are available for the following mobile operating systems:

- ♦ iOS (native application is available for both the iPhone and iPad for a free download in the Apple App Store--for iOS 7 or later)
- ♦ Android (native application is available for a free download in the Google Play App Store--formerly known as the Android Market--for Android 2.3 or later)
- ♦ Kindle Fire (native application is available for a free download in the Amazon Appstore for Android)
- ♦ BlackBerry Z10 and PlayBook (native application is available for a free download in the BlackBerry World store)

Your device's browser must also meet the requirements that are discussed in ["Mobile Browser Requirements" on page 1](#).

Mobile Browser Requirements

If your mobile device does not meet the requirements for a native mobile app (as described in ["Mobile App Requirements" on page 1](#)), you can still access the Vibe mobile interface from your device if your device's browser supports:

- ♦ HTML 4
- ♦ JavaScript

When users access the Vibe site through a browser (not through the mobile app), the iPad displays the full UI by default (the same UI that is displayed when you access Vibe from your workstation). All other tablets (Android, Kindle, Xoom, Playbook, etc.) display the mobile UI by default. The Vibe administrator can change this default behavior as described in ["Changing the Default View for Tablets" in "Site Setup" in the *Novell Vibe 4.0 Beta Administration Guide*](#).

Getting Started

The following sections describe how to get started with using Novell Vibe from a mobile device. You can get started using the Vibe mobile app if one is available for your device. (To see if there is an app available for your device, see ["Mobile App Requirements" on page 1](#).) If no mobile app is available for your device, you can get started by accessing Vibe through a browser on your mobile device. (The browser on your mobile device must meet the browser requirements discussed in ["Mobile Browser Requirements" on page 1](#).)

- ♦ ["Getting Started with the Vibe Mobile App" on page 1](#)
- ♦ ["Getting Started by Accessing Vibe from a Mobile Browser" on page 3](#)

GETTING STARTED WITH THE VIBE MOBILE APP

- ♦ ["Connecting to an Initial Vibe Site" on page 2](#)
- ♦ ["Connecting to Additional Vibe Sites" on page 2](#)
- ♦ ["Switching from One Vibe Site to Another" on page 3](#)

- ♦ “Modifying the Configuration Settings for a Vibe Site” on page 3
- ♦ “Deleting the Configuration Settings for a Vibe Site” on page 3

Connecting to an Initial Vibe Site

When you first set up the application, you need to specify information for just one Vibe site. After you have performed the initial setup as described in this section, launching the Vibe application automatically connects you and authenticates you to your Vibe server.

- 1 Download the Vibe mobile application from the appropriate app store for your mobile device.
- 2 Launch the Vibe mobile application on your device.
- 3 Accept the Vibe license agreement.
- 4 On the New Site page, specify the following information:

Site Name: Specify a name for your Vibe site. This is the name that appears at the top of the home page.

URL: Specify the URL for the Vibe site. For example, <http://vibesite.com>.

Make Primary: Select this option if you have configured or are planning to configure multiple Vibe sites and you want this site to be displayed when you first launch the application.

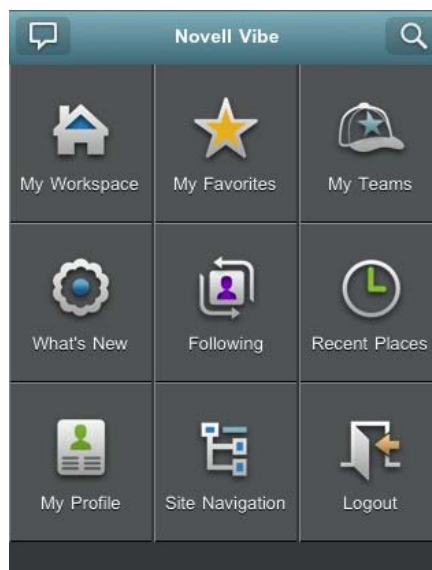
Login Name: Specify the login name that you use to log in to the Vibe site.

Password: Specify the password that you use to log in to the Vibe site.

Save Password: Select this option if you want your password to be securely stored on your device so that you can automatically be signed in to the Vibe site when you launch the Vibe application.

- 5 Click *Login* or *Done*.

The home page is displayed. If it is not, tap the site on the site page to connect to the site.



Connecting to Additional Vibe Sites

You can configure the Vibe mobile application to connect to multiple Vibe sites.

- 1 Launch the Vibe mobile application on your device.
- 2 Tap the Menu button on your device.
- 3 For iOS devices, on the Vibe Sites page, tap the *Plus* icon.

or

For Android devices, tap *Select a Site*, then on the Site List page, tap *New Site*.

- 4 Specify the following information

Site Name: Specify a name for your Vibe site. This is the name that appears at the top of the home page. Give the site a unique name to differentiate it from other Vibe sites that you have configured.

URL: Specify the URL for the Vibe site. For example, <http://vibesite.com>.

Make Primary: Select this option if you have configured or are planning to configure multiple Vibe sites and you want this site to be displayed when you first launch the application.

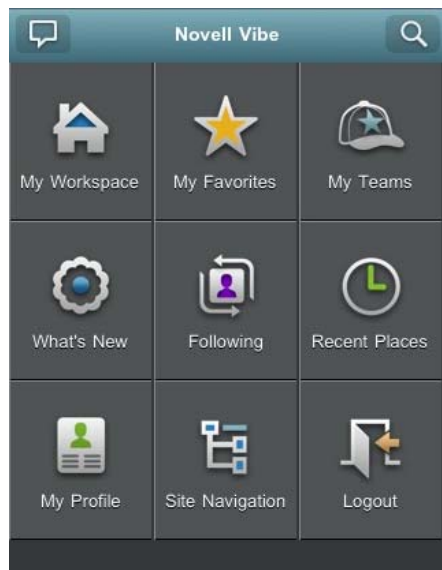
Login Name: Specify the login name that you use to log in to the Vibe site.

Password: Specify the password that you use to log in to the Vibe site.

Save Password: Select this option if you want your password to be securely stored on your device so that you can automatically be signed in to the Vibe site when you launch the Vibe application.

- 5 Click *Login* or *Done*.

The home page is displayed. If it is not, tap the site on the site page to connect to the site.



Switching from One Vibe Site to Another

If you have configured multiple Vibe sites as described in [“Connecting to Additional Vibe Sites” on page 2](#), you can easily leave one Vibe site to view information on another Vibe site.

- 1 Tap the Menu button on your device.
- 2 For iOS devices, on the Vibe Sites page, tap the site that you want to connect to.
or
For Android devices, tap *Select a Site*, then on the Site List page, tap the site that you want to connect to.

Modifying the Configuration Settings for a Vibe Site

You can modify the configuration settings for a Vibe site after you have already configured it in the Vibe application. For example, you can modify your username, password, or site name.

- 1 Tap the Menu button on your device.
- 2 For iOS devices, on the Vibe Sites page, tap the *Configure* icon next to the site that you want to modify.
or
For Android devices, tap *Select a Site*, then on the Site List page, tap the *Configure* icon next to the site that you want to modify.
- 3 Make the desired modifications, then tap *Save* or *Done*.

Deleting the Configuration Settings for a Vibe Site

You can modify the configuration settings for a Vibe site after you have already configured it in the Vibe application.

- 1 Tap the Menu button on your device.
- 2 For iOS devices, on the Vibe Sites page, tap the *Configure* icon next to the site that you want to delete.
or
For Android devices, tap *Select a Site*, then on the Site List page, tap the *Configure* icon next to the site that you want to delete.
- 3 Scroll to the bottom of the page, then click *Delete Site* or *Delete*, then click *Delete* or *Yes* to confirm the deletion.

GETTING STARTED BY ACCESSING VIBE FROM A MOBILE BROWSER

Use the following information to help you access Novell Vibe from your mobile device, and learn basic navigation:

- 1 On your mobile device, launch a Web browser such as Mozilla Firefox or Internet Explorer.
- 2 Specify the URL of your corporation's Vibe site.
For example, `http://host:port`.

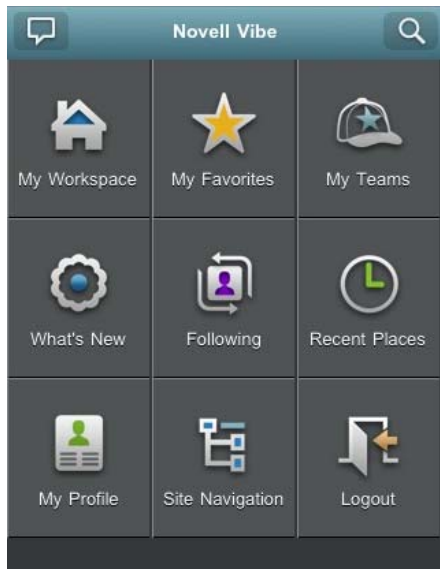
Vibe automatically detects that you are using a mobile device, and directs you to the Vibe mobile interface.

If Vibe displays the regular Vibe interface instead of the mobile interface, add `/mobile` to the end of the Vibe URL, as discussed in [“Your Browser Does Not Automatically Direct You to the Mobile Interface”](#) in [“Troubleshooting”](#) in the *Novell Vibe 4.0 Beta User Guide*.



- 3 Specify your username and password, then tap *Login*.

The home page is displayed.




Supported Features

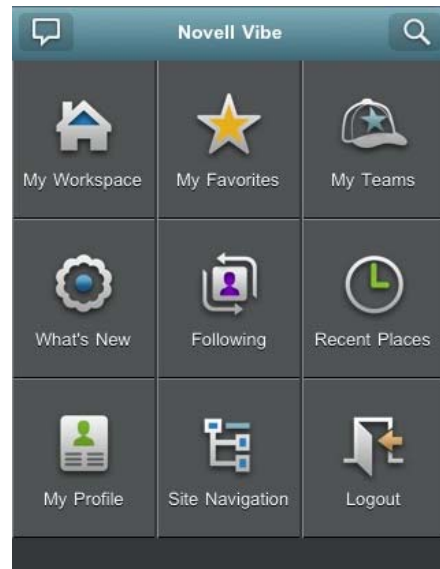
- ♦ “Navigating to the Home Page of the Mobile Interface” on page 4
- ♦ “Searching the Mobile Interface” on page 4
- ♦ “Viewing Your Teams” on page 5
- ♦ “Viewing Your Favorite Places” on page 5
- ♦ “Viewing Your Recent Places” on page 5
- ♦ “Viewing File Entries and Attachments” on page 5
- ♦ “Viewing YouTube Videos” on page 5
- ♦ “Viewing What’s New” on page 6
- ♦ “Viewing What’s Unread” on page 6
- ♦ “Viewing the Workspace Tree” on page 6
- ♦ “Viewing Profile Information” on page 7
- ♦ “Creating a Folder Entry” on page 7
- ♦ “Commenting on a Folder Entry” on page 7
- ♦ “Deleting a Folder Entry” on page 7
- ♦ “Calling Vibe Users with One Click (iOS and Android Only)” on page 7
- ♦ “Sending E-Mail” on page 7
- ♦ “Following People and Places of Interest” on page 8
- ♦ “Transitioning Entries from One Workflow State to Another” on page 8
- ♦ “Using Folders” on page 8

NAVIGATING TO THE HOME PAGE OF THE MOBILE INTERFACE

Regardless of where you are in the Vibe mobile interface, you can easily navigate to the home page.

- 1 Tap the *Home* icon  in the Navigation toolbar at the top of the mobile interface.

The home page is displayed.



SEARCHING THE MOBILE INTERFACE

The Novell Vibe mobile interface enables you to search for people, places, entries, and attachments.

Advanced Search is not supported in the mobile interface. However, you can save an advanced search when you access Vibe from your workstation, then use it on your mobile device.

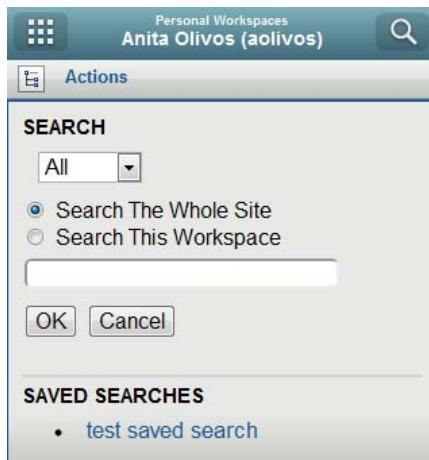
- ♦ “Performing a Basic Search” on page 4
- ♦ “Using a Saved Search” on page 5

Performing a Basic Search

To perform a basic search in the Vibe mobile interface:

- 1 Tap the *Search* icon  in the Navigation toolbar at the top of the mobile interface.

The Search drop-down menu is displayed.



- 2 In the drop-down list, select the category for which you want to search.

You can search for People, Places, or All.

- 3 Select whether you want to search the entire Vibe site, or only the workspace that you currently are in.
- 4 Specify the words or phrases that you want to search for, then tap **OK**.

The Search Results page is displayed.

Using a Saved Search


Vibe enables you to perform saved searches that you have previously created and saved when you accessed the Vibe site from your workstation.

TIP: Even though the Vibe mobile interface does not have an Advanced search, you can create and save an Advanced search when you access the Vibe site from your workstation. You can then use the saved search on your mobile device.

For information on how to create a saved search, see “[Saving and Reusing Searches](#)” in the *Novell Vibe 4.0 Beta User Guide*.

For information on how to save an Advanced Search when accessing the Vibe site from your workstation, see “[Using Advanced Search](#)” in the *Novell Vibe 4.0 Beta User Guide*.

To access and use a saved search from the Vibe mobile interface:

- 1 Tap the **Search** icon  in the Navigation toolbar at the top of the mobile interface.
- 2 In the *Saved Searches* section, tap the saved search that you want to run.

The Search Results page displays the results for your saved search.

VIEWING YOUR TEAMS

You can quickly view all the teams of which you are a member.

- 1 On the home page, tap *My Teams*.

VIEWING YOUR FAVORITE PLACES

You can quickly view your favorite places.

- 1 On the home page, tap *My Favorites*.

To add or delete favorites, you must access the Vibe site from your workstation. For more information, see “[Managing Your Favorite Places](#)” in the *Novell Vibe 4.0 Beta User Guide*.

VIEWING YOUR RECENT PLACES

The Vibe mobile interface enables you to quickly view workspaces and folders that you have visited since you last logged in to the current Vibe session.

- 1 On the home page, tap *Recent Places*.

or

From any other page, tap *Actions > Recent Places*.

VIEWING FILE ENTRIES AND ATTACHMENTS

The Vibe mobile interface enables you to view file entries as well as documents that have been attached to entries.

- 1 Navigate to and open the entry that contains the document that you want to view.
- 2 In the *Attachments* section, tap the name of the document that you want to view.

TIP: If your mobile device is capable of viewing the file in its native format, you can simply tap the file link to view the file.


For example, when you use an iOS device, you can tap the file link to view Microsoft Word files, PDF files, and Microsoft Excel files.

VIEWING YOUTUBE VIDEOS

The Vibe mobile interface enables you to view YouTube videos that are posted in your Vibe site. However, you cannot use a mobile device to view YouTube videos that are posted in the Branding section of workspaces or folders; the video must be posted within a folder entry or in the Description section of the folder or workspace.

Your BlackBerry or other mobile device might not be properly set up to view YouTube videos. If you are having difficulty viewing YouTube videos from your mobile device, follow the instructions in “[You Are Unable to View YouTube Videos from Your Mobile Device](#)” in the *Novell Vibe 4.0 Beta User Guide*.

To view a YouTube video from the Vibe mobile interface:

- 1 Navigate to and open the entry that contains the YouTube video that you want to view.
- 2 Tap the *YouTube* icon . You are directed to the mobile YouTube site to view the video.

To post YouTube videos, you must access the Vibe site from your workstation. For more information, see [“Displaying YouTube Videos in a Folder Entry”](#) in the *Novell Vibe 4.0 Beta User Guide*.

VIEWING WHAT’S NEW

The Vibe mobile interface enables you to see new entries that have been added to the Vibe site.

- ♦ [“Viewing What’s New in Your Teams”](#) on page 6
- ♦ [“Viewing What’s New in Your Followed Places”](#) on page 6
- ♦ [“Viewing What’s New in Your Favorite Places”](#) on page 6
- ♦ [“Viewing What’s New Across the Entire Site”](#) on page 6
- ♦ [“Viewing the Newest Micro-Blog Entries of People You’re Following”](#) on page 6
- ♦ [“Viewing What’s New in a Folder”](#) on page 6
- ♦ [“Viewing What’s New in a Workspace”](#) on page 6

Viewing What’s New in Your Teams

- 1 On the home page, tap *What’s New*.
- 2 From the *What’s New* drop-down list on the home page, tap *My Teams*.

Viewing What’s New in Your Followed Places

- 1 On the home page, tap *What’s New*.
- 2 From the *What’s New* drop-down list on the home page, tap *All Followed*.

Viewing What’s New in Your Favorite Places

- 1 On the home page, tap *What’s New*.
- 2 From the *What’s New* drop-down list on the home page, tap *Favorites*.

Viewing What’s New Across the Entire Site

- 1 On the home page, tap *What’s New*.
- 2 From the *What’s New* drop-down list on the home page, tap *Site Wide*.

Viewing the Newest Micro-Blog Entries of People You’re Following

- 1 On the home page, tap *What’s New*.
- 2 From the *What’s New* drop-down list on the home page, tap *Micro-Blogs*.

Viewing What’s New in a Folder

- 1 Navigate to the folder where you want to see new items.
- 2 Tap *Actions > New in This Folder*.

Viewing What’s New in a Workspace

- 1 Navigate to the workspace where you want to see new items.
- 2 Tap *Actions > New in This Workspace*.

VIEWING WHAT’S UNREAD

The Vibe mobile interface enables you to see which entries have not yet been read.

- ♦ [“Viewing What’s Unread in a Folder”](#) on page 6
- ♦ [“Viewing What’s Unread in a Workspace”](#) on page 6
- ♦ [“Viewing What’s Unread across the Entire Site”](#) on page 6

Viewing What’s Unread in a Folder

- 1 Navigate to the folder where you want to see new items.
- 2 Tap *Actions > Unread in This Folder*.

Viewing What’s Unread in a Workspace

- 1 Navigate to the workspace where you want to see new items.
- 2 Tap *Actions > Unread in This Workspace*.

Viewing What’s Unread across the Entire Site

- 1 On the home page, tap *Actions > Unread Site Wide*.

VIEWING THE WORKSPACE TREE

The Vibe mobile interface enables you to view the Workspace tree, so you can see the hierarchy of where you currently are and quickly navigate to a different workspace or folder.

- 1 Tap the *Tree* icon .

The Workspace tree is displayed.



VIEWING PROFILE INFORMATION

You can view the complete user profile information for yourself or for other users.

- ♦ “Viewing Your Own User Profile Information” on page 7
- ♦ “Viewing Another User’s Profile Information” on page 7

Viewing Your Own User Profile Information

- 1 From the home page, tap *My Profile*.
All your profile information is displayed.

To edit your profile information, access Vibe from your workstation, then follow the steps in “[Modifying Your Profile](#)” in the *Novell Vibe 4.0 Beta User Guide*.

Viewing Another User’s Profile Information

- 1 Search for the person whose profile you want to view, as described in “[Performing a Basic Search](#)” on page 4.
- 2 Tap the name of the user whose profile information you want to view.
The user’s profile is displayed.

CREATING A FOLDER ENTRY

- 1 Navigate to the folder where you want to create the entry.
- 2 Tap *New*.
If you do not have rights to create an entry in this folder, this option is not displayed
- 3 Specify the appropriate information for the entry, such as a title and description, then tap *OK*.

COMMENTING ON A FOLDER ENTRY

- 1 Navigate to and open the entry that you want to comment on.
- 2 Tap *Comment*.
- 3 Specify your comment, then tap *OK*.

DELETING A FOLDER ENTRY

- 1 Navigate to and open the entry that you want to delete.
- 2 Tap *Delete*.
If you do not have rights to delete the entry, this option is not displayed.
- 3 Tap *OK* when asked if you really want to delete the entry.

CALLING VIBE USERS WITH ONE CLICK (IOS AND ANDROID ONLY)

When you use Vibe from your iPhone or Android device, you can call other Vibe users with just one click.

- 1 Navigate to the personal workspace of the user whom you want to call.
You can navigate to a user’s personal workspace by tapping the user’s linked name that appears next to any entry that user has posted. Or, you can search for the user as described in “[Searching the Mobile Interface](#)” on page 4.
- 2 Tap the user’s linked phone number.
A call is made to the user.

SENDING E-MAIL

The Vibe mobile interface enables you to quickly send e-mail to other Vibe users.

- 1 Navigate to the personal profile of the user to whom you want to send an e-mail.
You can navigate to a user’s personal profile by tapping the user’s linked name that appears next to any entry that user has posted. Or, you can search for the user as described in “[Searching the Mobile Interface](#)” on page 4.



- 2 Tap the user’s linked e-mail address.

FOLLOWING PEOPLE AND PLACES OF INTEREST

The Vibe mobile interface enables you to follow places or people. You can easily see activity generated in the specific place that you are following, or by the specific person that you are following.

- ♦ “Configuring Vibe to Follow Workspaces, Folders, and People” on page 8
- ♦ “Viewing Your Followed Workspaces, Folders, and People of Interest” on page 8
- ♦ “Unfollowing Workspaces, Folders, or People” on page 8

Configuring Vibe to Follow Workspaces, Folders, and People

- 1 Navigate to the workspace or folder that you want to follow. If you want to follow a person, navigate to the user’s personal workspace.
- 2 Tap *Actions > Follow this Folder, Follow this Workspace, or Follow this Person*, depending on what you want to follow.

Viewing Your Followed Workspaces, Folders, and People of Interest

If you are currently following a workspace, folder, or person, Vibe enables you to easily see activity generated in the specific place that you are following, or by the specific person that you are following.

For more information, see “Viewing What’s New in Your Followed Places” on page 6.

Unfollowing Workspaces, Folders, or People

If you are currently following someone or some place in Vibe, you can unfollow that person or place in the Vibe mobile interface.

- 1 Navigate to the workspace or folder that you want to stop following. If you want to stop following a Vibe user, navigate to that user’s personal workspace.
- 2 Tap *Actions > Stop Following this Workspace, Stop Following this Folder, or Stop Following this Person*, depending on what you want to stop following.

TRANSITIONING ENTRIES FROM ONE WORKFLOW STATE TO ANOTHER

The Vibe mobile interface enables you to transition entries from one workflow state to another.

For information on how to create a workflow, see “Creating and Managing Workflows” in the *Novell Vibe 4.0 Beta Advanced User Guide*.

To transition entries to another workflow state in the Vibe mobile interface:

- 1 Navigate to and open the entry that you want to transition to a new workflow state.
- 2 In the *Workflow* section, tap the new workflow state in the drop-down list, then tap **OK**.

USING FOLDERS

The Vibe mobile interface enables you to use most types of Vibe folders. However, not all folder types support the full functionality that is available when accessing the Vibe site from your workstation. For more information, see “Features that Are Not Supported in the Vibe Mobile Interface” on page 8.

Features that Are Not Supported in the Vibe Mobile Interface

The following Novell Vibe features are not supported when you access Vibe from the mobile interface. If you want to use any of these features, you must access Vibe from your workstation:

- ♦ “Using Advanced Search” in the *Novell Vibe 4.0 Beta User Guide*

You cannot create an advanced search in the mobile interface, but you can access a saved search, as described in “Using a Saved Search” on page 5.
- ♦ “Viewing and Revisiting Recent Entries” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Adding a Favorite Place” and “Editing Your Favorite Places” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Creating a New Folder” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Working with Surveys Folders” in the *Novell Vibe 4.0 Beta User Guide*

You can use the Vibe mobile interface to view Surveys folders and see the titles of the individual surveys that the folders contain, but you cannot view the survey itself or participate in it.
- ♦ “Viewing Your Tasks in a Full Interactive View” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Branding a Folder or Workspace” in the *Novell Vibe 4.0 Beta Advanced User Guide*

You cannot use the Vibe mobile interface to brand a workspace or folder, or view branding that has already been created on a workspace or folder.
- ♦ “Editing Files” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Attaching Files to a Folder Entry” in the *Novell Vibe 4.0 Beta User Guide*
- ♦ “Allowing Guest Access to Your Vibe Site” in the *Novell Vibe 4.0 Beta Administration Guide*

Security Considerations

When you access Novell Vibe from your mobile device, you enjoy the same security as when you access Vibe from your workstation. Security features include:

- ♦ Secure access via SSL.
- ♦ All previously established access control settings are preserved in the mobile interface.

However, you cannot set new access control settings in the mobile interface. For information on how to set new access control settings when you access the Vibe site from your workstation, see “[Controlling Access](#)” in the *Novell Vibe 4.0 Beta Advanced User Guide*.

Troubleshooting Your Mobile Device

If you encounter difficulties when accessing Novell Vibe from your mobile device, see “[Troubleshooting Your Mobile Device](#)” in the *Novell Vibe 4.0 Beta User Guide*.

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