

Mifrenz User Manual

Overview

Mifrenz is an email application designed to allow children to use email in a safe way. It relies on a number of things:

- For each child using Mifrenz you will need to setup an email address with a 'third party' provider e.g. Gmail. It is free and easy to do this – I'll explain later.
- You (the parent) will need to have your own email address with any provider (I use my Hotmail account). I suggest you use the email address that you check most often (if you have more than one). This email address is used to send you
 - Contact requests from your child (when they want to email a new friend).
 - Contact requests on behalf of 'strangers'. Strangers are anyone who sends an email to your child, who isn't yet a contact.
 - Requests to purchase Mifrenz (these will cease when you have successfully bought and installed the license).

After you have downloaded and installed Mifrenz, you will first be asked to setup an administrator (parent) account. Then you can add accounts for your children. Your children will then be able to check their email using Mifrenz, only from the computer that you have installed Mifrenz on. You can install Mifrenz on as many computers as you wish, and emails will be copied (synchronised) between them all.

A warning: Mifrenz can only help you try to keep your children safe and protected. It relies on your children only using the email address that you setup for them. At some point/age your children will figure out how to set up their own email account if they want to. Mifrenz cannot prevent that happening but instead relies on a certain amount of trust between you and your children. To help that 'trust' along, I recommend that they only have access to a computer in the family area of your house – NOT their bedroom.

How Mifrenz works

This is just a quick look behind the scenes so you can get an appreciation of what to expect from Mifrenz.

Because Mifrenz is installed on your computer, when a child logs on to Mifrenz, it will take a short time for Mifrenz to retrieve any new emails from their email account (e.g. GMail) and display them for your child to read. Your child does not need to do anything to get their email (other than log on to Mifrenz). When Mifrenz is running, the email server will be checked every few minutes.

Emails from 'strangers' will not be displayed to your child, but instead an email will be sent to you asking you to approve or decline the contact. This means that if a friend sends your child an email, but the contact has yet to be approved, your child will not see that email.

Setup details

If at any stage you need extra help, please send an email to me: timhot@hotmail.com, or if you're feeling brave, sign up as a user on the [Mifrenz website](#) and post a question on the Forum.

Create an email account with an IMAP email provider.

Mifrenz relies on an email provider to send and receive emails. This is a good thing as you are not stuck with one company. Mifrenz has been extensively tested with Gmail (<http://mail.google.com>) and also with VFEmail (www.vfemail.net/), both are free to use. Alternatively you may use any other email provider that offers IMAP (Internet **M**essage **A**ccess **P**rotocol). When choosing who to use, think about how nice it would be if your child does not have to change their email address at a later date. So ask yourself how long you expect the company to be in business or if your Internet Service Provider (ISP) offers free IMAP accounts, it is probably not reasonable to expect your child to use the same company when they grow up.

This manual will just cover the Gmail setup.

Follow GMail's instructions for creating an email account. **DO NOT** tell or let your child see the password that you enter for GMail. If your child discovers this password they will be able to completely circumvent Mifrenz and just use the GMail web interface directly without any protection from Mifrenz.

Once you have created a GMail account, you will need to enable IMAP access on GMail:

1. In GMail click on the settings link (see 1 in Fig. 1 below),
2. Choose the 'Forwarding and POP/IMAP' tab (see 2 in Fig. 1 below),
3. Enable IMAP (see 3 in Fig. 1 below).

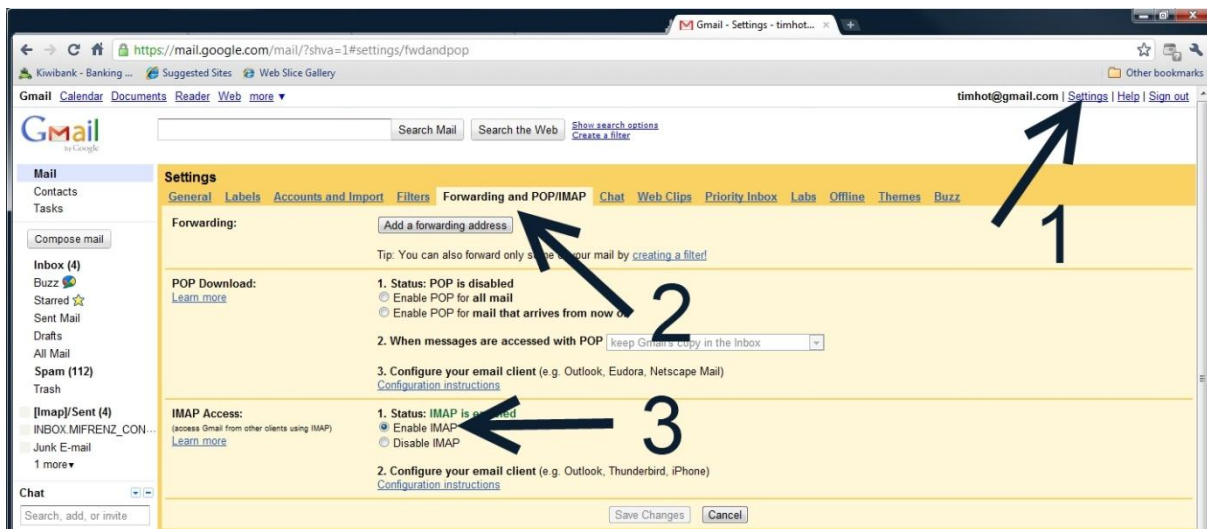


Figure 1: Configuring GMail to work with Mifrenz

That's GMail setup and ready, do NOT add any contacts in GMail as they need to be added using the Mifrenz application. You will need to remember the password and email address.

Installing Mifrenz

If you haven't already, download Mifrenz from the website (www.mifrenz.com). Mifrenz works on both Apple Macs and PC's, installation and setup is almost identical; just select the appropriate link on the website. Depending on the configuration of your computer, installation may start automatically, or you may need to click on the downloaded file to start the installation. There are very few options to choose during installation, although you will probably be asked to trust the program being installed.

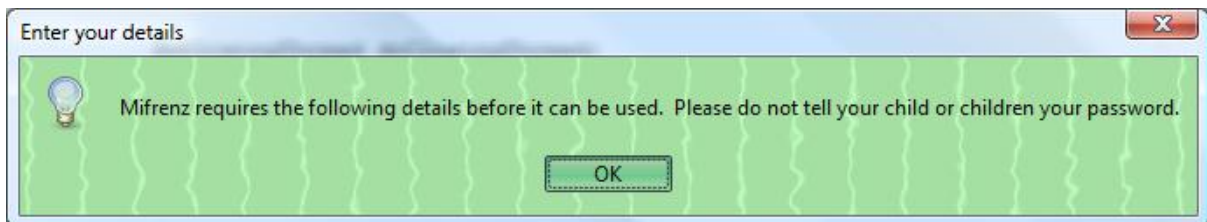
Now click on the Mifrenz program icon. It will either be in your Start | All programs menu (PC's) or in the Applications folder if you are using a Mac.

Mifrenz uses the Java programming language and if Java is not already installed on your computer, or if the version is too old, you will need to download Java – sorry about the extra hassle. On PC's, you should automatically be taken to the [Java Website](#). If you are using an Apple Mac it is very likely that the correct version of Java is already installed, but if it isn't choose 'Software Update...' from the Apple menu on you Apple Mac.

That should be the installation done – setting up Mifrenz will start...

Setting up Mifrenz

When Mifrenz first runs (after Java has been checked or installed) you will see the following message:



Just click the OK button and you will see the following:

Mifrenz - This is unlicensed software. Please go to <http://mifrenz.com> to purchase a license

Parent (Administrator) Details

Enter parents details:

First Name:

Last Name:

Email Address:

Choose language:

Change will take effect after next logon

Leave the following fields blank if you do not wish to change your password
changing this password does not change your email password, just your Mifrenz password

New Password:

Confirm New Password:

Choose picture:

Administrator (Parent) details:

Version 2.5.7

Other parents:
If your children will use Mifrenz at other locations, please enter the details of the parent at the other location(s)

First Name:

Last Name:

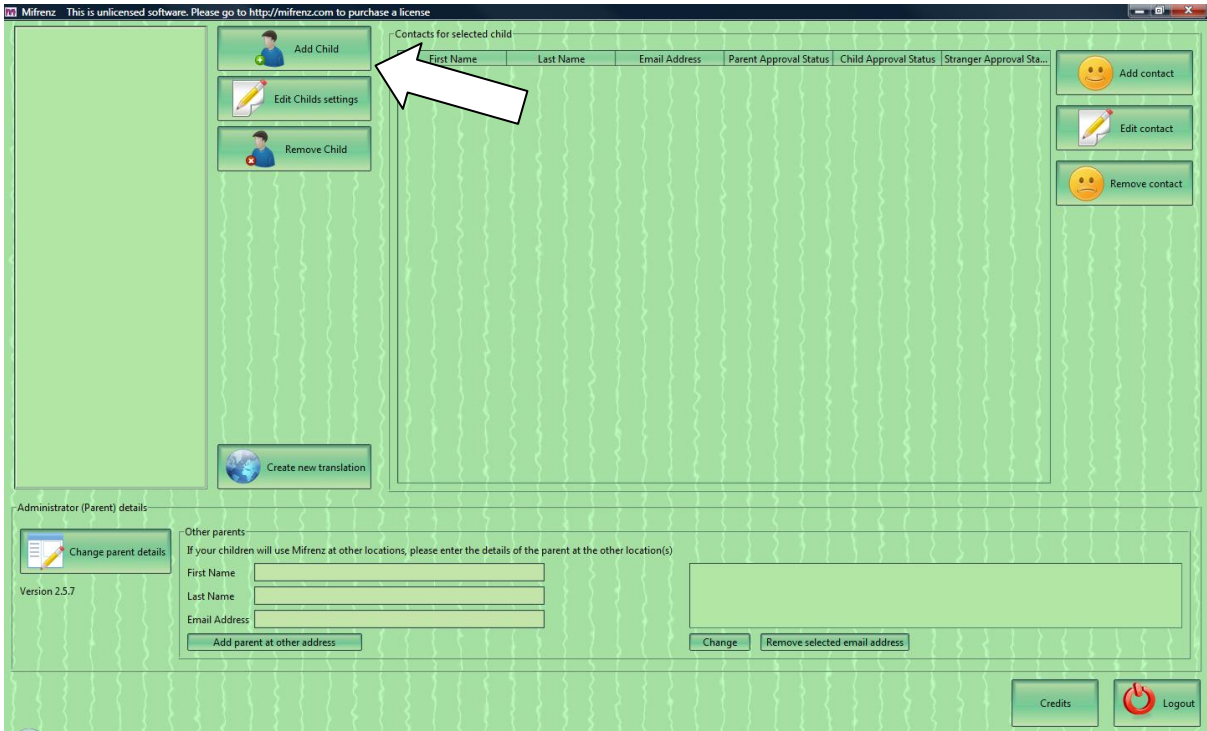
Email Address:

The top of the two windows/forms needs to be completed with your details. Enter your first and last names and the email address that you want Mifrenz to use to contact you. This should be an address that you check reasonably often, as your child may be waiting on your reply to contact a friend. You can also change the language to use (you can choose a different language for each of your children later). It is a good idea to choose a picture that will be used on the logon screen, I normally use the Alien! Lastly you will need to enter a password – **DO NOT** tell your children this password. If you do, they will be able to completely bypass the blocking of emails.

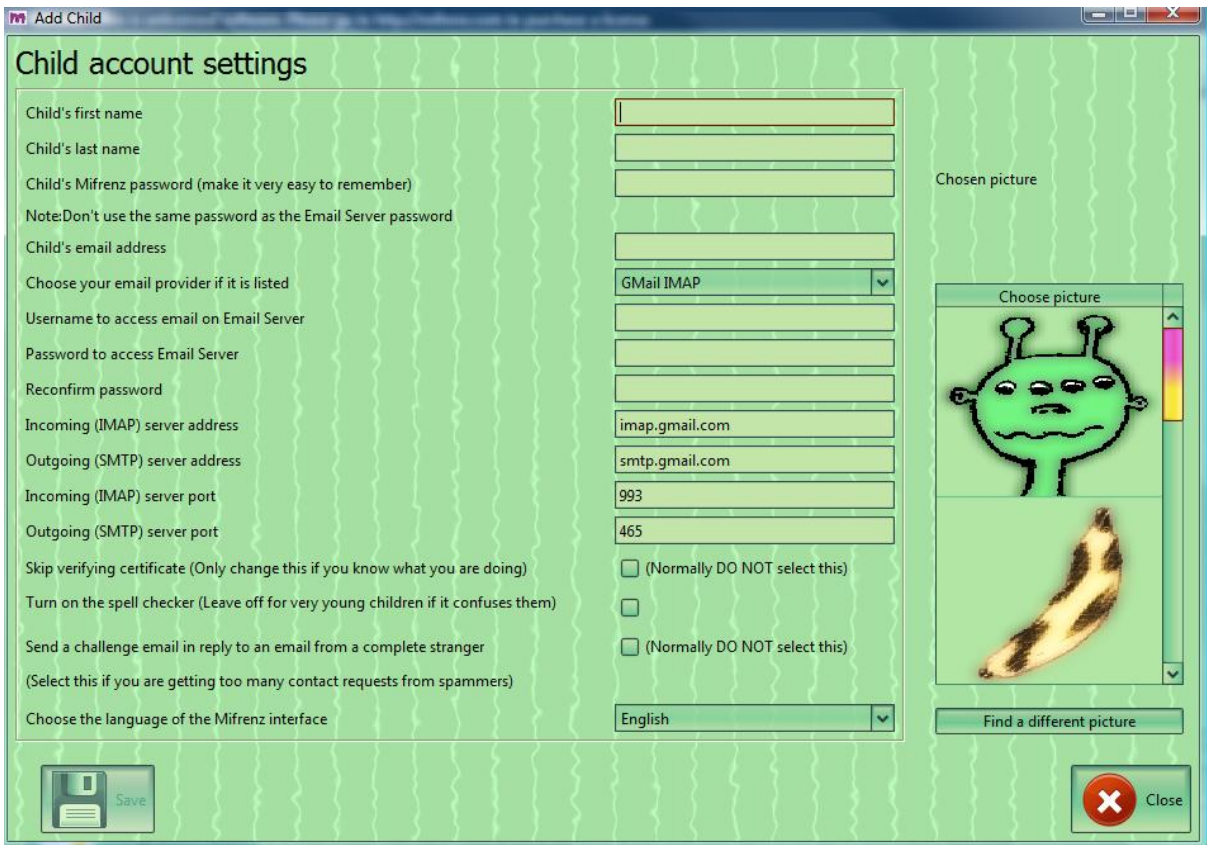
Once you have entered your details, press the Save button and you will see the following.



Press the OK button and you will now just be able to see the bottom window/form (without the big white arrow):



Press the 'Add Child' button and you will see:



This is where you enter the details of your first child. You will notice that some of the boxes have already been filled in: this assumes that your child will be using a GMail address. If your child is

using a different email address, you will need to find out some of the values to enter as they will be different.

The following figure shows the form filled in for a child called Isobel Pickering, with a GMail address of isobel.pickering2@gmail.com. Notice that the password is very simple – isobel in this case. Depending on the age of your child, and nosey siblings, you may need to make the password harder.

You will also have to enter the password that you used when you created your child's GMail (or other) email account.

The following 3 options need a bit more explaining (or just don't select them if you haven't got the time to read the following):

1. Skip verifying certificate: This is an advanced option and is very rarely required. Leave it unselected unless you are using an email provider that tells you otherwise.
2. Turn on the spell checker: For very young children, the spell checker is very confusing as almost every word they write is likely to be misspelt and so will end up with a red swiggly line underneath it (how do you spell swiggly?). So I recommend that you don't select the spell checker for very young children.
3. Send a challenge email in reply to an email from a complete stranger: This feature is a bit complicated to explain – here goes. It is very likely that someone who is not yet entered into Mifrenz as a contact, will email your child. This may be a genuine friend, SPAM or something more sinister. Mifrenz will intercept this email, and send it to you for approval. However, if you find that you are getting a lot of these emails, you can instead select this option and a 'challenge' email will first be sent back to the sender. The challenge email explains that Mifrenz has intercepted their email, and requires them to reply if they really do want to contact your child. If they do reply, you will be sent a copy of the original email for you to approve. If and only if you approve the contact, the original email will then be passed on to your child.

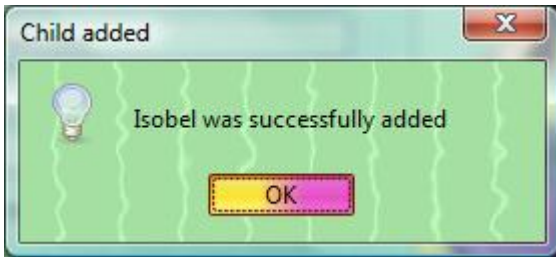
The idea of this 'challenge' email is to cut down on the number of SPAM emails that are sent to you via your child's account. If you are not getting a lot of SPAM then there is no need to select this option. Also, some 'experts' will tell you that sending a reply to SPAM email only confirms that they have a valid email address and so will never leave you alone. This isn't going to be a problem if you are using Mifrenz.

Before you press the Save button, remember to choose a picture, this will be used with the logon screen. You can also select a different language (more on languages later).

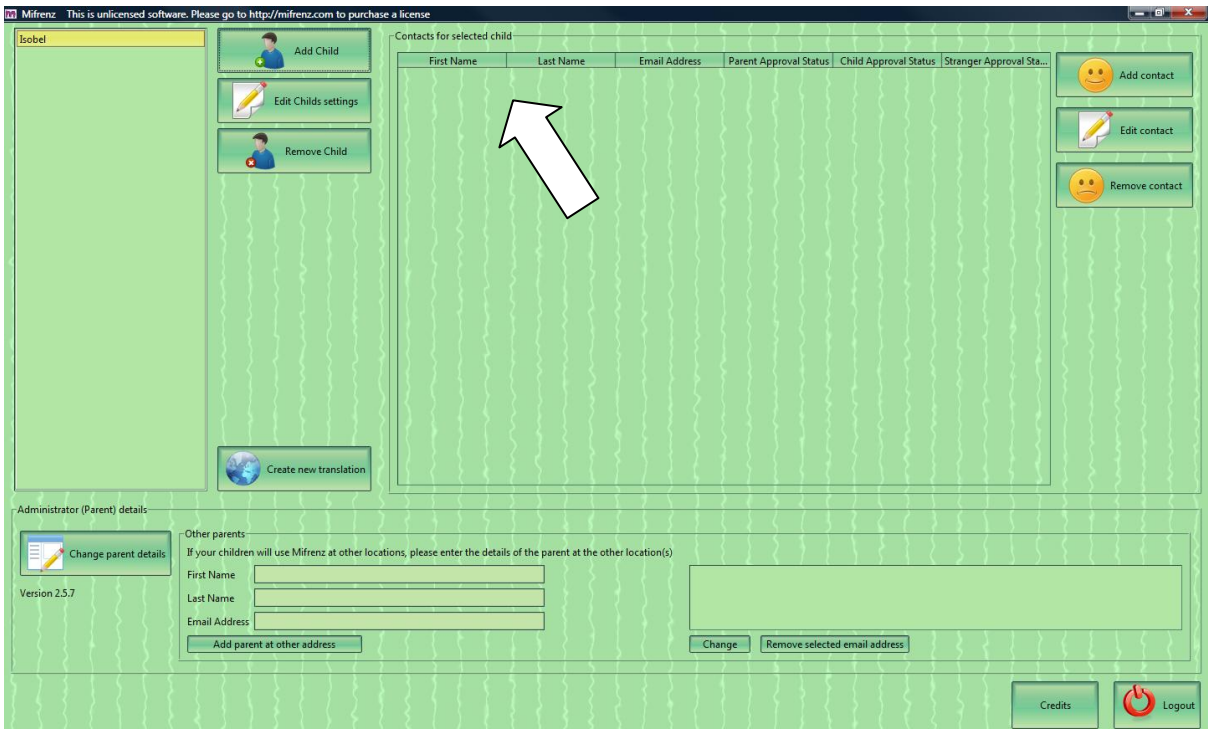
Once you press the Save button, Mifrenz will check that it can connect to GMail (or other) using the details you provided. While this is happening, you may see the some flashing text next to the save button informing you that the details are being checked. If something is wrong and Mifrenz cannot connect to GMail, an appropriate error message will be displayed. For example if you are not connected to the internet you will see:



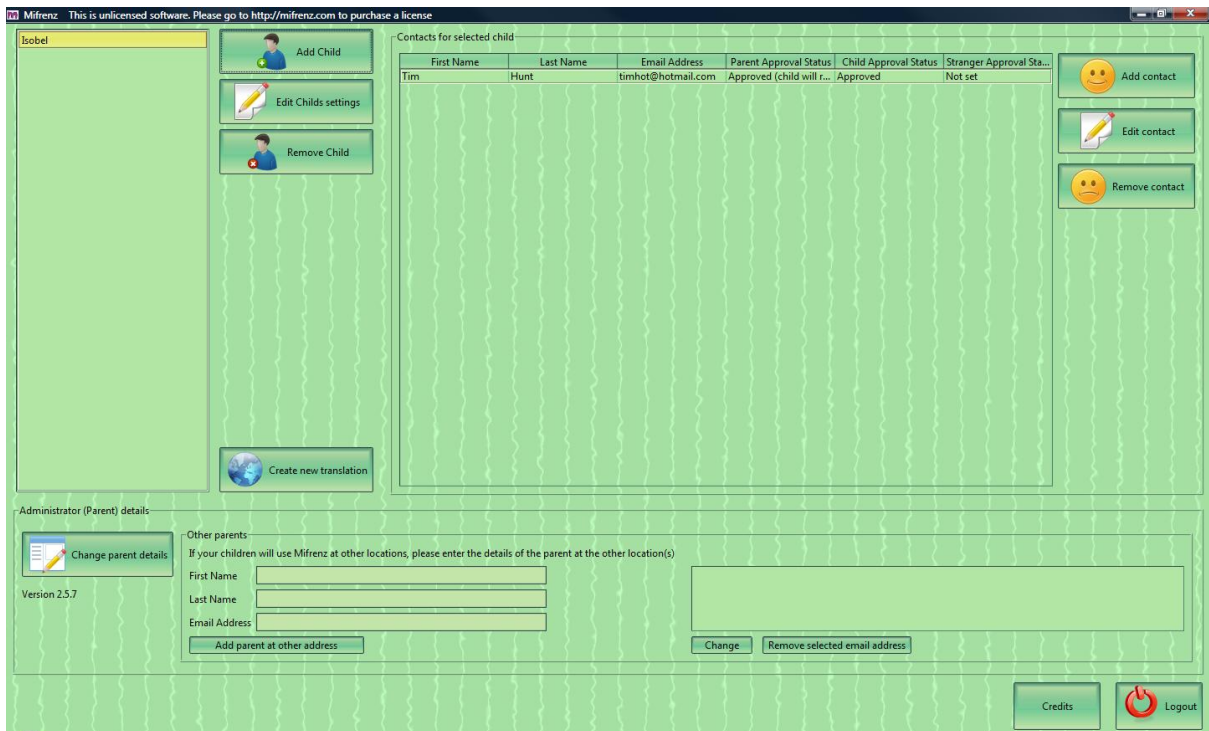
However, hopefully all is well you will see a message like this:



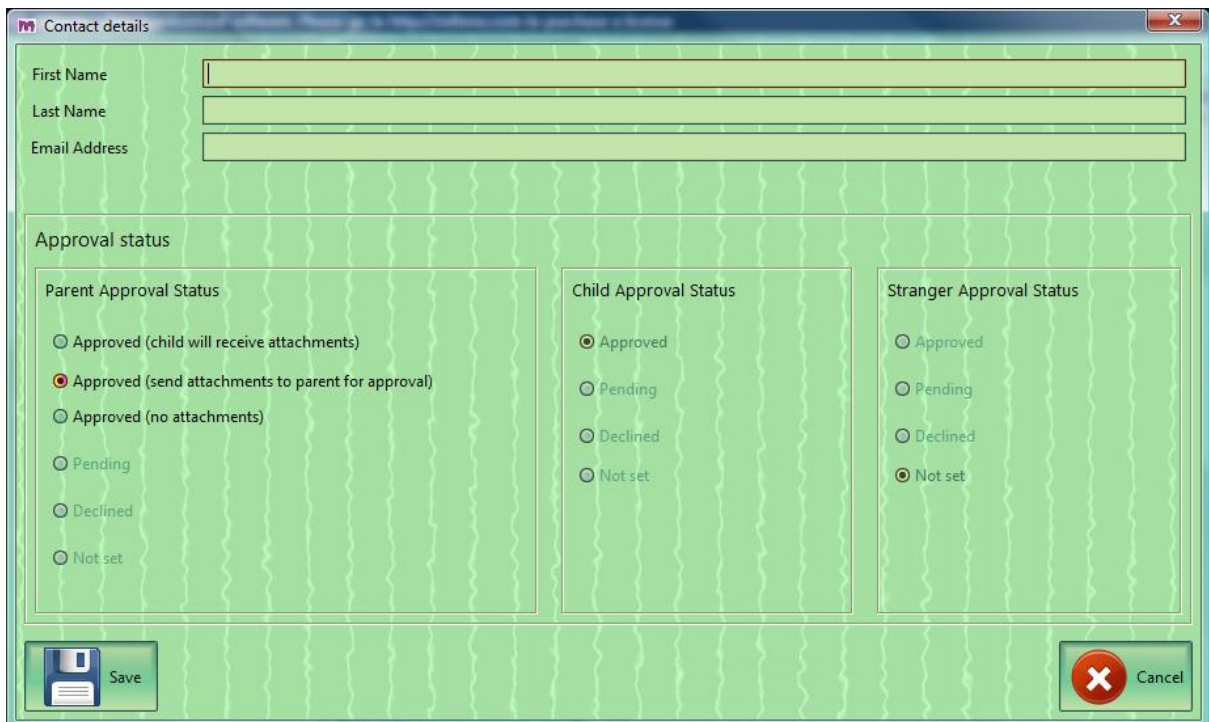
Press OK and the following screen will appear. At first, no contacts (where the arrow is pointing at) will appear. Mifrenz will connect to your Child's GMail account, and see if a previous installation of Mifrenz has already created some contacts. Assuming this is the first time that you have used Mifrenz with this GMail account, Mifrenz will not find any contacts. However, it will then create one special contact – one for you! This will enable your child to send you emails.



The next figure shows that a contact has been created for the parent – it may take a minute for this to happen:



It is likely your child will want to exchange emails with people other than yourself, so we will need to enter those contacts. Press the 'Add contact' button (top right) to see the following:



Enter the contacts details in the top part of the form. The 'Approval status' needs some explaining. At this stage you can just ignore all this as Mifrenz works just fine with the default options, but later you may need to come back to this screen to make changes – so I'll explain all here to keep it in order.

There are three types of people that can be asked for approval: 1) the parent, 2) the child and 3) the stranger. For contacts created by either you or your child, the stranger approval status is not used.

If you (the parent) create a contact, it is assumed that you wish your child to receive emails from this person and so both the parent approval status and the child approval status are set to approved. You can also fine tune the delivery of attachments, for example, it is likely that you will allow trusted family members to send attachments to your child without you wanting to approve the attachments first. However, there may be some people who you are not so sure about, and you would like to look at the attachment before your child sees it. Alternatively you may decide that although you will allow someone to email your child, you just don't want them to receive any attachments from that person.

If your child creates a contact, the parent approval status will automatically be set to 'Pending' and the child approval status will be set to 'Approved' (the stranger status is not used). An email will now be sent to you asking you to approve the contact. You can approve the contact either by replying to the email, or by logging into Mifrenz and changing the status. Either way you can choose any of the options from 'Approved (child will receive attachments)' to 'Declined'.

If a stranger sends an email to your child, a contact will automatically be created, with both the parent approval status and the child approval status set to 'Pending'. The stranger approval status will depend on whether you have selected the 'Send challenge email' option when you added your child to Mifrenz. If you did select this option, the stranger approval status will initially be set to 'Pending' and will stay that way until the stranger replies. Only if they reply will the stranger approval status will change to 'Approved', and an email request is sent to the parent. If you did not choose to have a challenge email sent, then when an email is initially received from a stranger, the stranger approval status will automatically be set to 'Approved' and a request email will be sent to the parent.

The parent can then choose to approve or decline this request. If they decline it, the child will never know that a stranger tried to email them. However, if the parent approves the request, the child is then also asked if they want to accept this new contact. If they do accept, the child approval status for this contact changes to 'Approved', but if they decline, it changes to 'Declined' and the child will not receive any emails from the stranger.

It is probably worth mentioning here, that a child can decline any contact, at any time, no matter who created it, from the child's normal interface: see details later.

Create new translation

You may need to be logged on to your computer as an administrator to do this (you will get a message informing you if that is the case).

Pressing the 'Create new translation' button will display the following form (without the big numbers):

To create a new translation

- 1) Select the ORIGINAL TEXT if you wish to refer to the original meaning.
- 2) Select the most suitable STARTING language to base the new translation on
- 3) Edit the text in the 'New translation' column
- 4) When you have finished, choose the names of the NEW language and country

Original text (In case you need to refer back to it) English

Starting language Spanish

Language Spanish

Country Honduras

Click the save button

If you run out of time, just save the translation and use it as the starting translation

To modify an existing translation

Select a language/country combination that you have already used

Export, import or delete a dictionary

Dutch

Export selected dictionary

Import a new dictionary file

Delete selected dictionary

Export, import or delete a translation

Abkhazian (Afghanistan)

Export selected translation

Import a new translation

Delete selected translation

Original text	Start translation using	New translation (Double click on text to edit)
3) Edit the text in the 'New translation' column	3) Modificar el texto de la "traducción del Nuevo colum...	3) Modificar el texto de la "traducción del Nuevo colum...
4) When you have finished, choose the names of the N...	4) Cuando haya terminado, seleccione los nombres de...	4) Cuando haya terminado, seleccione los nombres de...
Add to Dictionary	Añadan al diccionario	Añadan al diccionario
Add	Añadan	Añadan
to dictionary?	¿al diccionario?	¿al diccionario?
Add Word?	¿Añadan la palabra?	¿Añadan la palabra?
Add Attachment	Añada el accesorio	Añada el accesorio

Save the new translation

Save Close

This form is used to create new and modify existing language translations of the Mifrenz interface. Mifrenz is supplied with many languages to choose from, but most of them have been created with an automatic translation tool. This means that you will have to correct them yourself if you want perfection! If you do, I'd be very grateful if you send me a copy so I can make it available to others.

As an example, let us assume that you are in Honduras, and want to alter the Spanish translation provided. Referring to the numbers in the figure above, number 1 is where you select the original text language. If you can speak English as well as Spanish, it would be best to choose English here. That is because my Spanish translation may not be as good as you can do. For option 2, the starting language, definitely choose Spanish. This is the best attempt that I could do at producing a Spanish translation. For option 3, again choose Spanish (because you are going to create a Spanish translation) and for option 4, the country, choose Honduras. Now you are ready to start correcting the Spanish translation: double click on the text that you want to change type the new text (see big arrow in the figure). Use the scroll bar on the right to see the rest of the table, also maximise the window so that you can see more of the table at the same time.

Changes will not be kept until you press the save button. If you are going to do many changes, I suggest that you save reasonably often. After you have pressed save, to continue to modifying the same translation, just choose it as the starting language: so to continue with Spanish Honduras, you will be able to now see 'Spanish (Honduras)' as one of the Starting Language options and choose Spanish as the Language and Honduras as the Country. The next time you press save, you will be informed that the translation already exists and do you want to replace it – Yes you do.

When you have finished creating or modifying a translation, to use it:

1. For yourself click the 'Change parent details' button and choose it from the 'Choose Language' option.
2. For any of the children, select the child and click the 'Edit Childs settings' button to display the 'Child account settings' form and use the 'Choose the language of the Mifrenz interface' option.

Export of import a translation

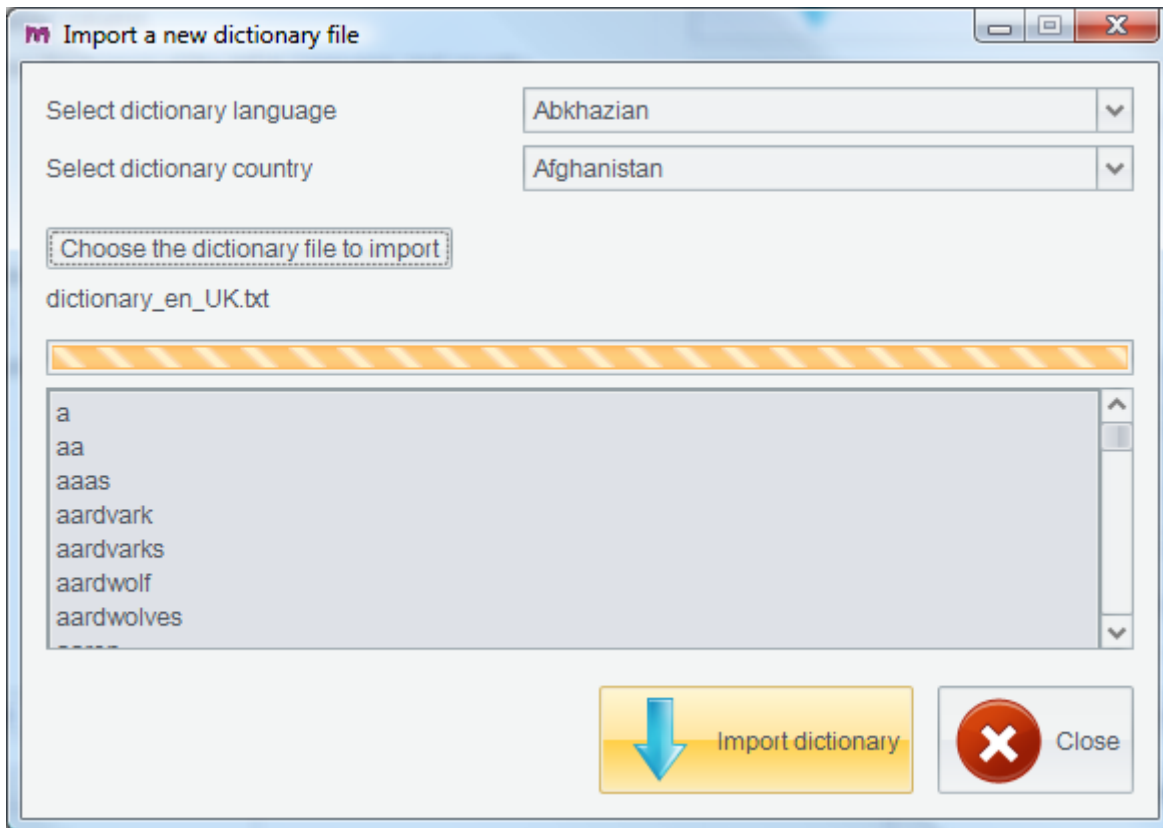
If you create a new translation, it would be great if you make it available for other Mifrenz users. Please use the 'Export selected translation' button to create a file on your computer's hard drive, which you can then email to timhot@hotmail.com – thanks.

Working with dictionaries

Mifrenz comes with a spell checker that only displays if it is enabled for that child **and** a dictionary file is available. Only a few dictionaries come preinstalled, but it is easy for you to add more if you have them. The dictionary file must be in 'one word per line' format. To import a new dictionary:

1. If you haven't already, logon to Mifrenz using the parent user so that the Parent interface is displayed and click the 'Create new translation' button to display the 'Create new translation' form.
2. Click the 'Import a new dictionary file' button to display the 'Import a new dictionary file' form (see below).
3. Select the appropriate language and country for the dictionary that you are about to import. This is important as the spell checker uses this information to use the correct dictionary. Also the spell checker will not be available for a particular language, even if the dictionary has been imported, but the incorrect language and country were chosen.
4. Now click on the 'Choose the dictionary file to import' button, to display the 'Choose dictionary file' form. Locate the file and press the open button. The horizontal bar will display a scrolling type pattern while the file loads. Once it has finished loading, you can inspect the contents of the file to check you have selected the correct one.
5. Press the 'Import dictionary' button. If Mifrenz already has a dictionary file for this language and country combination, you will be warned that you are about to override it.

Now if you select that same language and country combination for a child (in the child settings), and you enable the spell checker (also in the child settings) then a spell checker will be available for that child.

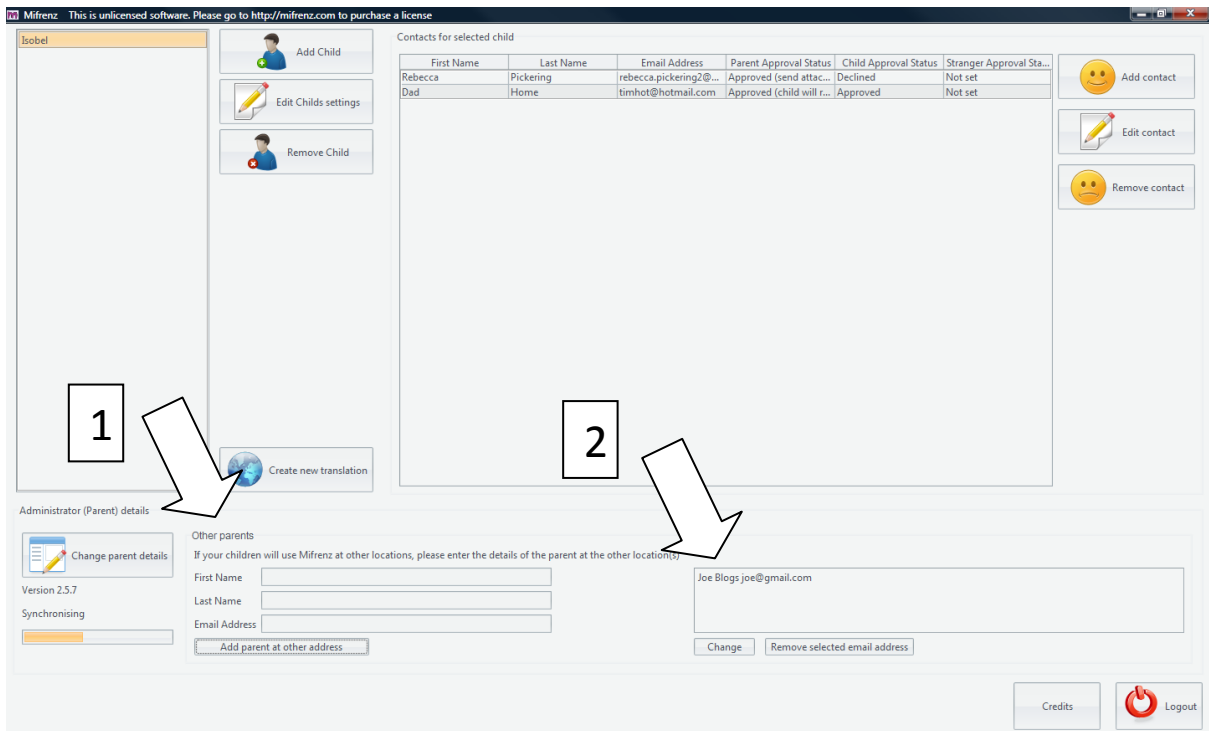


If you would like to share any new dictionaries that you find with other Mifrenz users, then please send them to timhot@hotmail.com – thanks.

Other parents

If you have installed Mifrenz at more than one location, and a different parent is 'in charge' at each location, you will need to tell each installation of Mifrenz the email address of the parent(s) at the other location(s). The reason for this is that any email that arrives at your child's email account may be a reply to a 'contact request' email from the other parent. It is important that Mifrenz realizes this so it can deal with the email appropriately.

To add the details of the other parent(s), enter them where it says 'Other parents', arrow 1 in the form below, press 'Add parent at other address' and they will be display in the box shown at arrow 2.

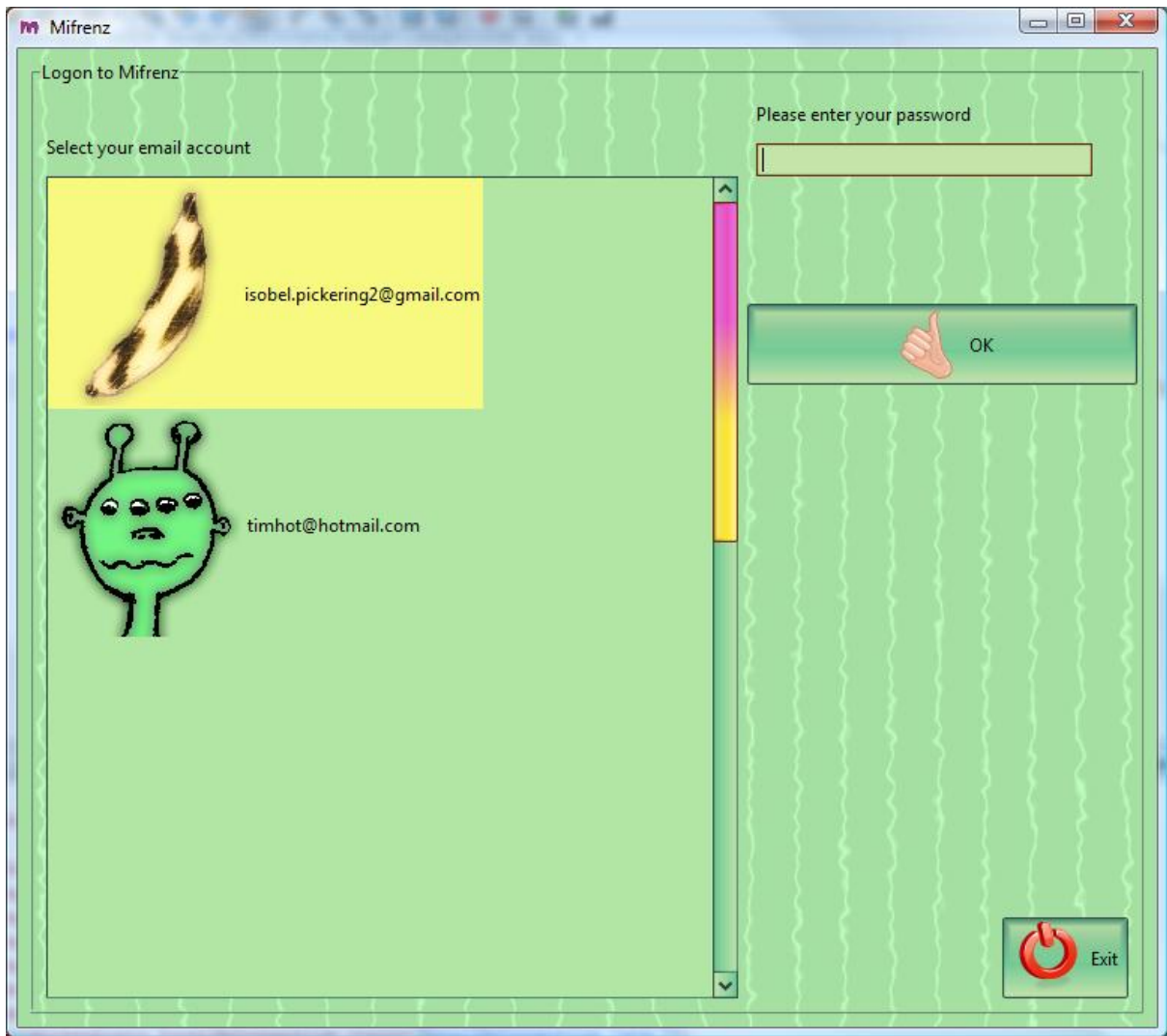


Using multiple logons on the same computer

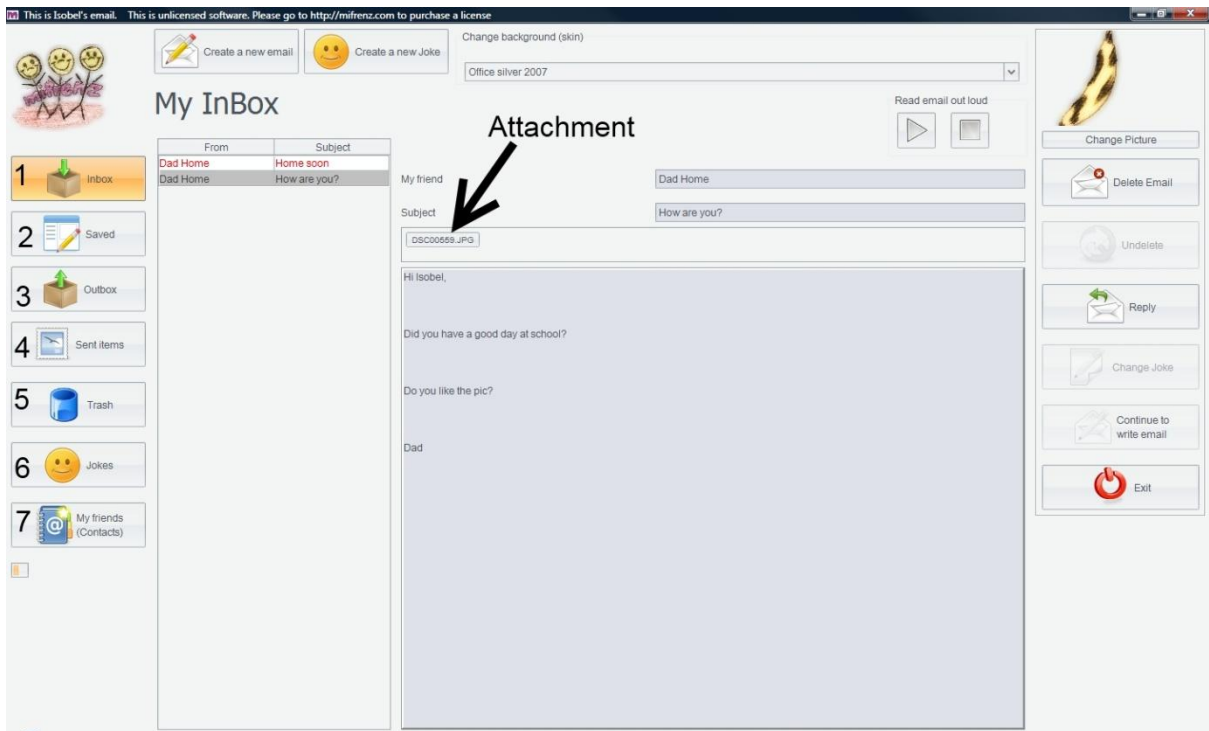
You will need to be an administrator of your computer to install Mifrenz, but once installed, any account on the computer can be used to access Mifrenz. The only exception to this is that on certain computers, you may need to be logged in as an Administrator to add new language translations and dictionaries.

Using Mifrenz – a child logging on

Run Mifrenz by choosing it from the Start Menu of the Applications folder depending on what sort of computer you are using. You will see a form similar to the following:



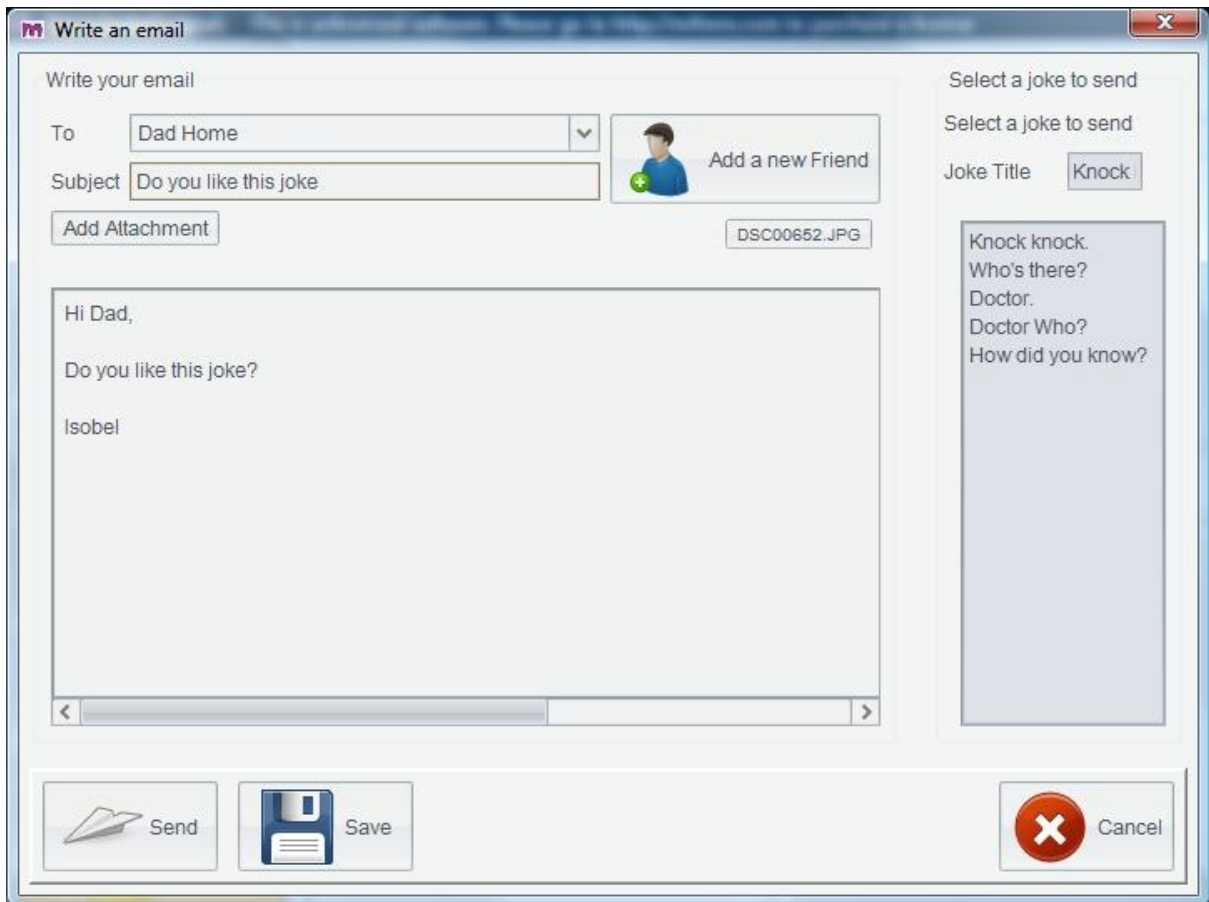
In this case, there is one child installed using the banana picture (the parent is the alien). The banana is already selected, so the child just has to enter their password (the easy one you created for Mifrenz) and press the OK button. The following screen will be displayed (colour may be different and the large numbers won't be there):



I'll talk you through the main areas:

Create a new email

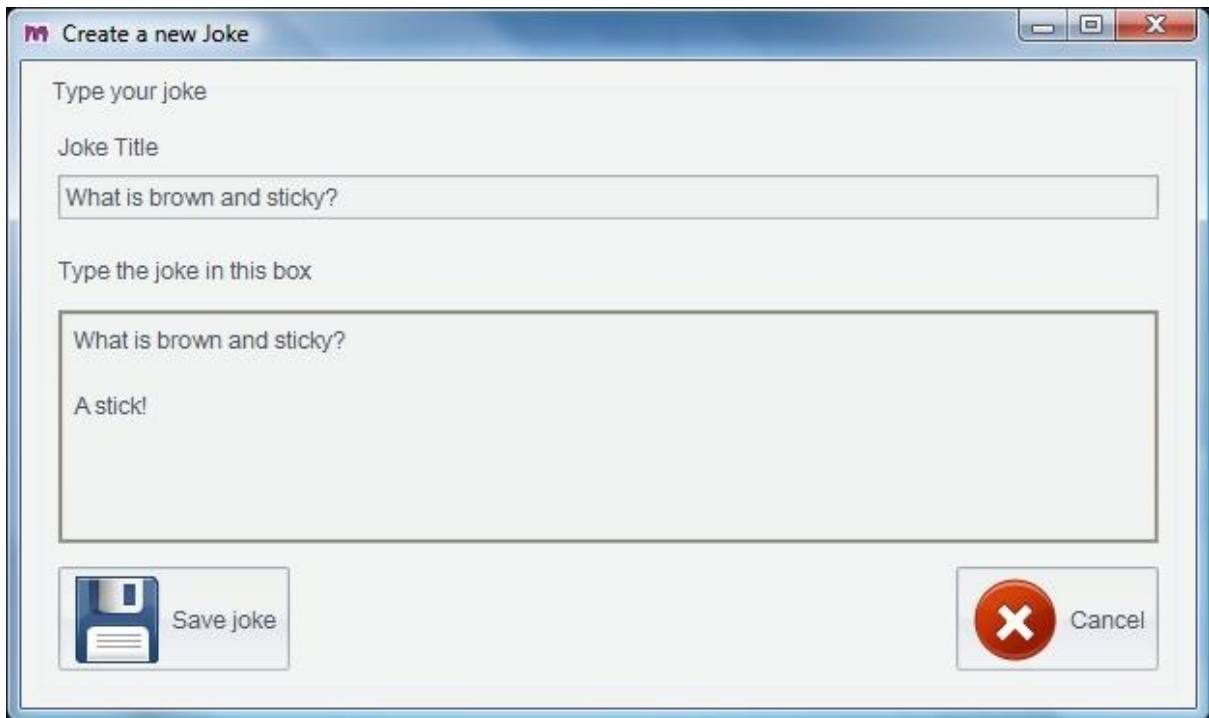
The 'Create a new email' button, near the top left of the screen, displays the following window:



The child chooses the contact to send the email to (can only choose one person) and types their email into the box and presses the 'Send' button. They can also add an attachment and also a Joke – Jokes explained next. If they don't want to send it just now, they can press the 'Save' button and it will be stored for later – more on this below.

Create a new Joke

Click the 'Create a new Joke' button, to display the following window. Just type in the joke and save it.

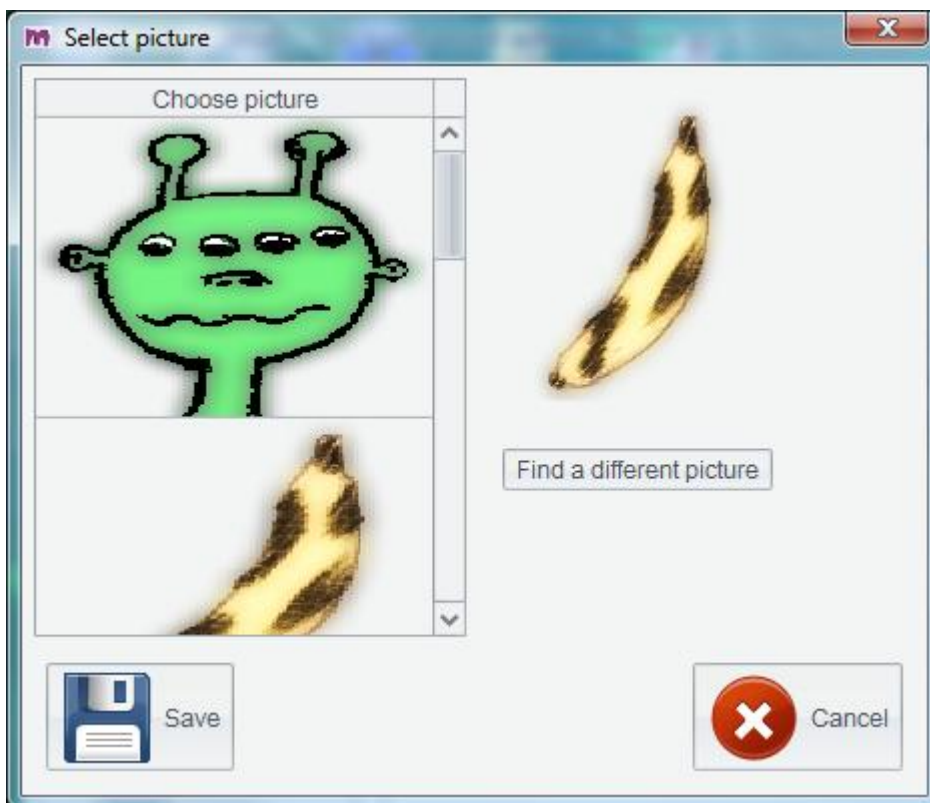


Change background (skin)

Also along the top, this menu option allows the child to change the colour and appearance of Mifrenz.

Change Picture

The picture in the top right is the same as the one the child sees when they want to logon to Mifrenz. Pressing the 'Change Picture' displays the following:



Use the scroll bar to choose one of the preinstalled pictures, or press the 'Find a different picture' button to choose a picture from your computer's hard disk.

Read email out loud.

If you are using English, the 'Read email out loud' play and stop buttons will be displayed below the 'Change background' menu. When either an email or joke is selected, press the play button to have the email read out – great fun.

My InBox

Because the 'Inbox' button [1] is currently selected, the InBox is displayed. For the current child, there are two emails in the Inbox. The selected email is displayed. The other email is coloured red to indicate that it has not yet been read. If the email has an attachment, a button will appear in the box above the email message. To view the attachment, click on the button and you will need to save it to your computer before viewing it. Attachments that have not yet been approved will be coloured red and will not be allowed to be opened.

My Saved Emails

Click on the 'Saved' button [2] to display emails that have been written but not yet sent. These are the same as 'Draft' emails in other email applications.

My OutBox

Click on the 'Outbox' button [3] to display emails that have been written and have had the 'send' button pressed: however they are still in the Outbox, rather than the 'Sentbox' because either Mifrenz has been able to send them yet, or the Contact that the email is being sent to, has not yet been approved.

My Sent Emails

Click the 'Sent items' [4] to display emails that have been sent.

Trash

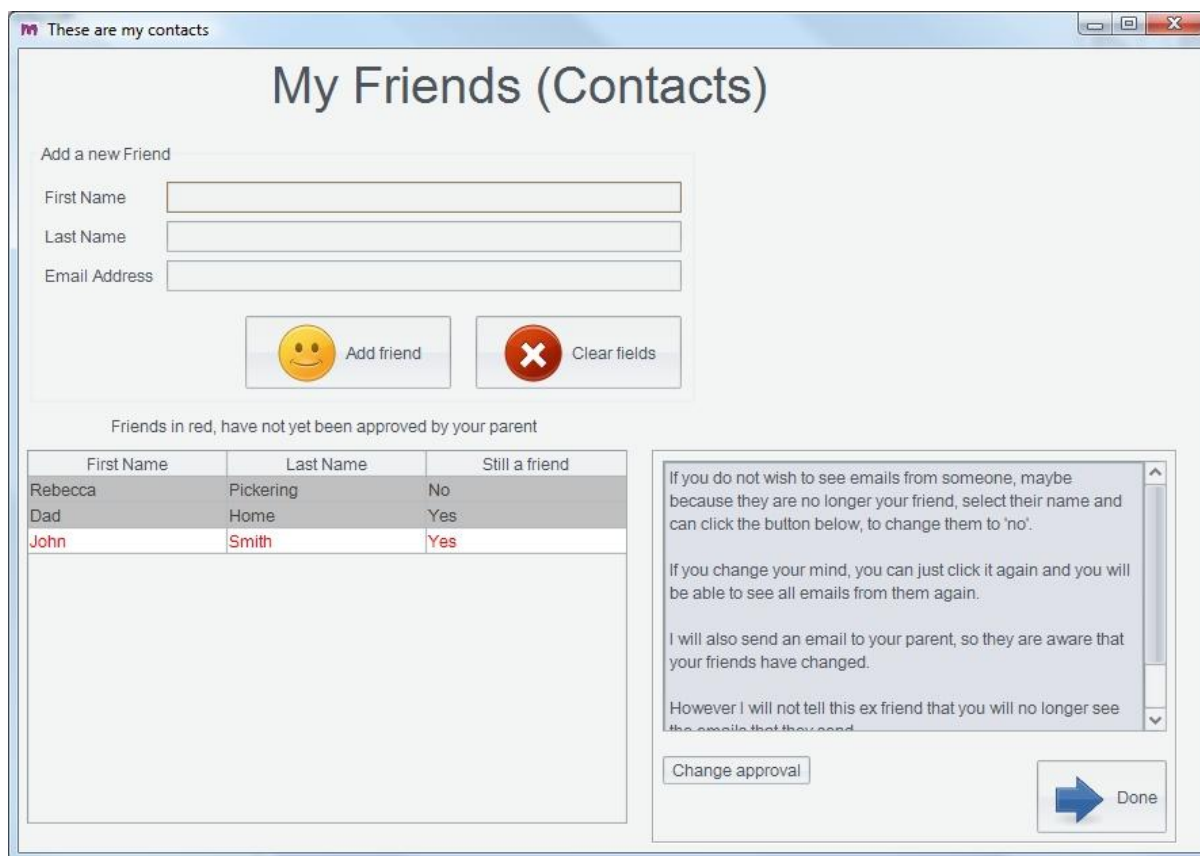
Click the 'Trash' [5] to display emails that have been 'deleted'. They can be 'undeleted' or permanently deleted by pressing the appropriate button on the right side of the screen.

Jokes

Click the 'Jokes' [6] button to display the jokes that have either been created by this child, or sent to this child by another Mifrenz user. You can create a new joke by pressing the 'Create a new Joke' button at the top of the screen.

My friends (Contacts)

Click the 'My friends (Contacts)' [7] button to display the following screen:



A child can use this window to create new contacts. Contacts in red are contacts that a child has created themselves, but have not yet been approved by the parent. A child cannot delete contacts, but they can change the 'Still a friend' status to 'No' so that they no longer receive emails from that contact. If they do change the status of a friend, an email will be sent to you informing you of the fact. This is to help you keep an eye on any issues that your children may be having with bullying.

Installing the license key

Please remember that if you are going to use Mifrenz for real (not just seeing if you like it), you must purchase a license. Before you purchase and install a license, each time Mifrenz is used it will send a file back to Mifrenz Ltd with some information about how the product is being used. Absolutely no part of what your child writes is sent to Mifrenz – just things like what features are used, what language and operating system is being used. It is really useful for me to understand how Mifrenz is being used, but not as useful as you buying it! If you are at all concerned about what information is being sent, just look at the 'Sent' emails using the Web interface of the account that you were using to trial Mifrenz. The sending of these emails, means that Mifrenz Ltd will know the address that was used to trial Mifrenz. If this is a concern, then it would be best to use a different address for your child once you have purchased a license. Having said that, Mifrenz will never use the email address to send emails to your child – mind you Mifrenz Ltd would block them anyway!

When or if you purchase a Mifrenz license, you will be sent an email confirming the purchase (if you supplied a valid address to PayPal). To register this license, just forward the email to your child's email address. The next time your child uses Mifrenz, it will recognise the license key and automatically become a licensed product. You will be able to tell that it has been properly licensed

because the message about being unlicensed (along the top of the screen) will no longer be there, and you will stop receiving emails from your 'child' asking you to purchase Mifrenz.

Tim Hunt

7 January 2011