

Oracle® Fusion Middleware

Using the WebCenter iPhone App for Oracle WebCenter

11g Release 1 (11.1.1)

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This brief guide describes the basic features of your Oracle WebCenter Spaces iPhone app. This guide includes these topics:

- [Section 1, "Introducing the Oracle WebCenter Spaces iPhone App"](#)
- [Section 2, "Using the WebCenter Spaces iPhone App Screens"](#)
- [Section 3, "Tips for Using Your WebCenter Spaces iPhone App"](#)
- [Section 4, "Information for System Administrators"](#)
- [Section 5, "Documentation Accessibility"](#)

Tip: To get started using the app, use the Settings screen to log in. See [Section 2.5, "Using the Settings Screen."](#)

1 Introducing the Oracle WebCenter Spaces iPhone App

Oracle WebCenter Spaces helps individuals and groups work more effectively. WebCenter Spaces provides intuitive tools that help you discuss, share, and manage information. Now, the Oracle WebCenter Spaces iPhone app lets you connect to and interact with your existing Oracle WebCenter Spaces environment, including your social network and spaces.

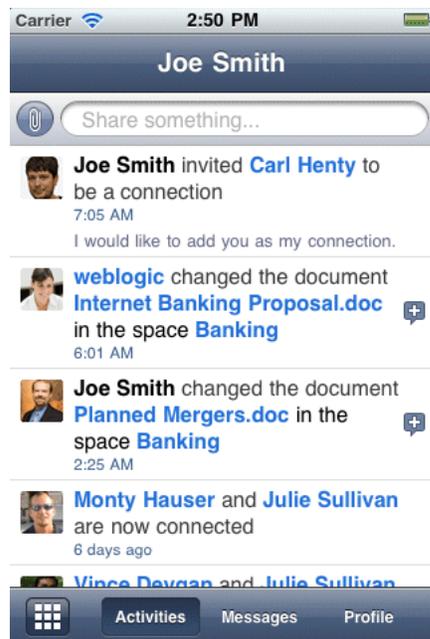
- [Section 1.1, "What You Should Know About the iPhone App"](#)
- [Section 1.2, "How Do I Use the iPhone App?"](#)
- [Section 1.3, "Audience"](#)

1.1 What You Should Know About the iPhone App

Note: The Oracle WebCenter Spaces iPhone app requires iOS 4.2 or a later version.

The Oracle WebCenter Spaces iPhone app ([Figure 1](#)) brings many of your favorite WebCenter Spaces features to your iPhone. The app lets you interact with members of your social network and with group spaces. The Oracle WebCenter Spaces iPhone app lets you view your profile, view the latest group activities, search, view, and interact with the people you're connected with, view and send messages, visit group members' profiles, connect with your spaces, edit documents, and more.

Figure 1 The Oracle WebCenter Spaces iPhone App



1.2 How Do I Use the iPhone App?

The Oracle WebCenter Spaces iPhone app is intuitive to use if you know how to use an iPhone and are familiar with Oracle WebCenter Spaces. You can navigate the app's features using standard iPhone gestures like tapping, shaking, and finger scrolling.

For detailed information on any of the WebCenter Spaces features you'll find in the app, like discussion forums, people connections, and activities, see the following Oracle WebCenter documentation:

- *Oracle Fusion Middleware Tutorial for Oracle WebCenter Spaces Users*
- *Oracle Fusion Middleware User's Guide for Oracle WebCenter*

1.3 Audience

This document is intended to familiarize you with the basic features of the Oracle WebCenter Spaces iPhone app. This document assumes that you know how to use an iPhone app and that you are familiar with Oracle WebCenter Spaces.

2 Using the WebCenter Spaces iPhone App Screens

From the Launcher screen, you can access the iPhone app's main features. Each of the app's features are described in this section. Wherever you are in the app, you can always return to the Launcher screen by tapping the Launcher screen icon:

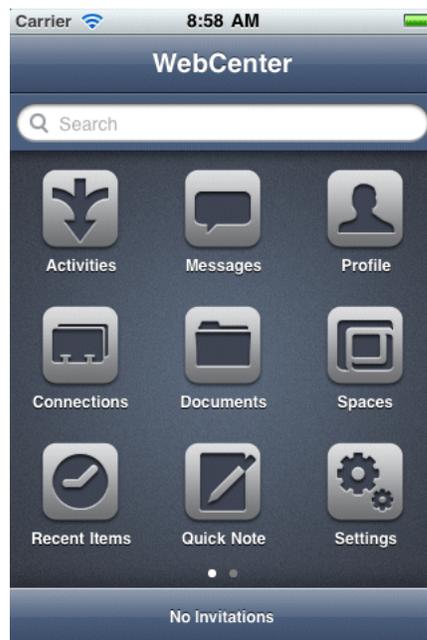


- Section 2.1, "Using the Launcher Screen"
- Section 2.2, "Using the Connections Screen"
- Section 2.3, "Using the Spaces Screen"
- Section 2.4, "Using the Documents Screen"
- Section 2.5, "Using the Settings Screen"

2.1 Using the Launcher Screen

The Launcher screen, shown in [Figure 2](#), lets you access the app's main features.

Figure 2 *Launcher Screen*



- **Activities** – Tap **Activities** to visit the Activities screen. Activities summarize changes occurring across your social network, including the group spaces to which you belong. This screen lets you view the Activities of members of your social network. The activities stream summarizes many kinds of activities, like posted messages, new documents, space updates, and more. Most of the activities reported in the activity stream provide links to these activities. For instance, you can link directly to another user's profile, or a document, or another space by tapping their names.

Tip: Tap **Share something** to send a message to your connections, or tap the paper clip icon to post a file, photo, or video to your connections. You can also add **Likes** and **Comments** to an activity in the activity stream by clicking the plus sign icon next to the activity.
- **Messages** – Tap **Messages** to visit the Messages screen. The Messages screen lets you view and post messages to your own message board as well as to the message boards of other users. To post a new message, just tap the **Add a Message** field.
- **Profile** – Tap **Profile** to visit your personal profile screen (see [Figure 3](#)). You can view your profile from this screen and edit your Status. From any user's profile,

you can tap to send an e-mail or place a phone call or send a text message. In the same way, view a map of the member's location by tapping the work location. Tap the arrow icon to create a new contact in your iPhone's built-in Contacts app, or to add this information to someone already in your Contacts app. An **Invite** button displays in the upper right corner for people you are not connected to. Tapping the **Invite** button sends an invitation to that user to connect with you.

Note: [Figure 3](#), a person's Profile screen, also has the same three buttons that appear at the top of the Launcher screen: **Activities**, **Messages**, and **Profile**. In a profile screen, these buttons let you quickly browse details about that person. These same icons in the Launcher screen (or on your own Profile screen) always reference yourself.

Figure 3 Profile Screen

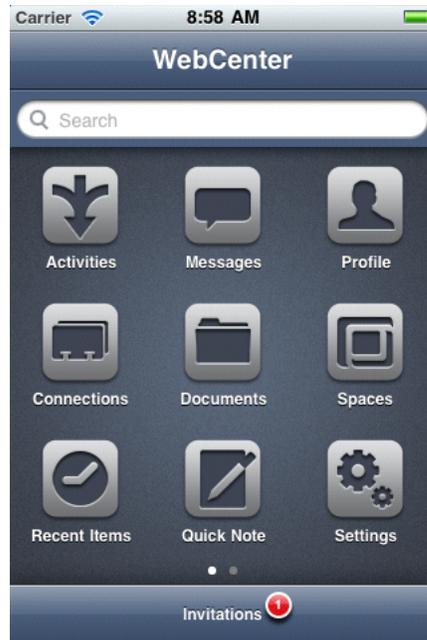


- **Connections** – View and interact with the people you're connected with in the Oracle WebCenter Spaces environment. See [Section 2.2, "Using the Connections Screen."](#)
- **Documents** – Tap the **Documents** icon to your list of available documents. See [Section 2.4, "Using the Documents Screen."](#)
- **Spaces** – The **Spaces** screen lets you join and access spaces. [Section 2.3, "Using the Spaces Screen."](#)
- **Recent Items** – Tap the **Recent Items** icon to view a list of the resources and documents that you most recently accessed. To clear the recent items, go to the Settings screen and use the **Clear Recent Items** tool. See [Section 2.5, "Using the Settings Screen."](#)
- **Quick Note** – Tap the **Quick Note** icon to write or record a private note to yourself. A quick note is not made available to other users; only you can see it. You can leave yourself a text note or an audio note. Notes are stored on the server

where you can access them if you wish from a computer's standard web interface. They are stored in your personal WebCenter documents folder, sometimes called "MyFiles." In the event of an upload failure, notes are stored on the iPhone.

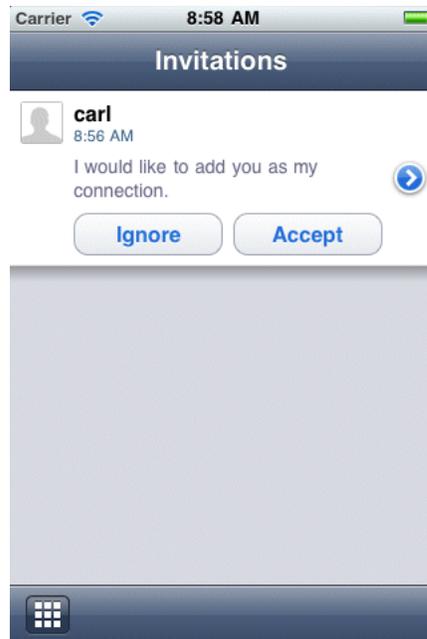
- **Settings** – The Settings screen lets you specify the WebCenter Spaces instance, port number, and other connection details. See [Section 2.5, "Using the Settings Screen."](#)
- **Invitations** – At the bottom of the Launcher screen, the **Invitations** bar indicates if you have any invitations pending. When you have an invitation, a red icon appears in the bar, as shown in [Figure 4](#).

Figure 4 *The Launcher Screen With Invitations Pending*



When you tap the **Invitations** bar with an invitation pending, the screen shown in [Figure 5](#) appears, allowing you to **Accept** or **Ignore** the invitation.

Figure 5 *The Invitations Screen*



For detailed information on these features, see the *Oracle Fusion Middleware User's Guide for Oracle WebCenter*.

2.2 Using the Connections Screen

Tap the **Connections** icon shown in [Figure 6](#) to visit the Connections screen.

Figure 6 *Connections Icon*



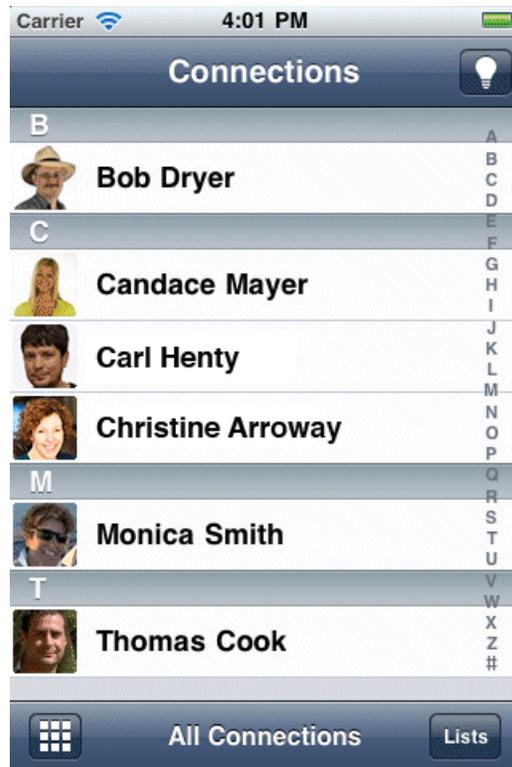
From the Connections screen, shown in [Figure 7](#), you can:

- View and interact with the people you're connected with in the Oracle WebCenter Spaces environment.
- Receive connection recommendations through the WebCenter Activity Graph feature. Tap the light bulb icon to see recommendations.

Note: Recommendations are only offered if you are using a WebCenter Spaces server version 11.1.1.4.0 or a later version.

- View connections organized by previously created connections lists.

Figure 7 The Connections Screen



Tip: To send an invitation to another member of the social network, visit that user's Profile screen and tap the **Invite** button in the upper right corner. If you're already connected to that member, the **Invite** button is hidden.

For detailed information the People Connections feature, see "Using the People Connections Service" in the *Oracle Fusion Middleware User's Guide for Oracle WebCenter*.

2.3 Using the Spaces Screen

Tap the **Spaces** icon shown in [Figure 8](#) to visit the Spaces screen.

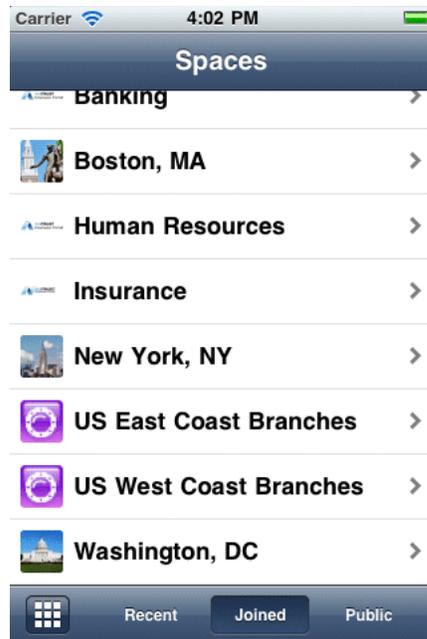
Figure 8 Spaces Icon



Spaces lets you access Recent, Joined, and Public spaces. [Figure 9](#) shows the Spaces screen showing a list of spaces the user has joined.

- **Recent** – View and interact with the group spaces you visited most recently.
- **Joined** – View a list of the group spaces of which you are a member.
- **Public** – View and interact with a list of public group spaces.

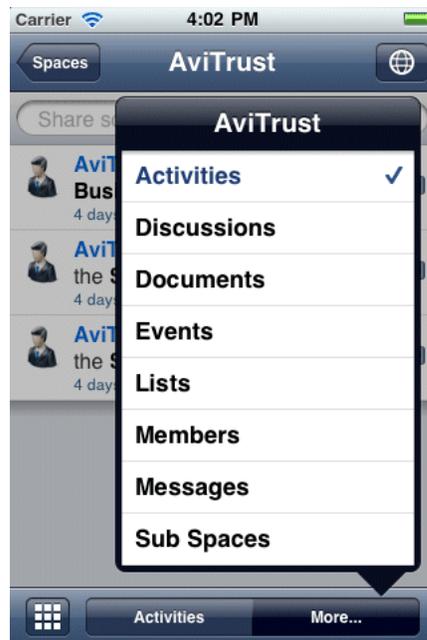
Figure 9 Spaces Screen



Once in a group space, you can view and interact with the following features that are associated with a space: **Activities, Discussions, Documents, Events, Lists, Members, Messages, and Sub Spaces**. To access these features, tap the **More** button and pick a feature name from the menu. [Figure 10](#) shows the **More** menu for a space.

Note: Sub Spaces are only offered if you are using a WebCenter Spaces server version 11.1.1.4.0 or a later version.

Figure 10 The More Menu Displays a List of Additional Screens in the Space



Tip: Tap the **Globe** icon in the upper right corner of the Spaces screen to view the current space in a web browser (Figure 11).

Figure 11 The Globe Icon



The Space features include:

Note: Some of the available Spaces features correspond to WebCenter Services, like the Documents Service and the Lists Service, all of which are described in the *Oracle Fusion Middleware User's Guide for Oracle WebCenter*.

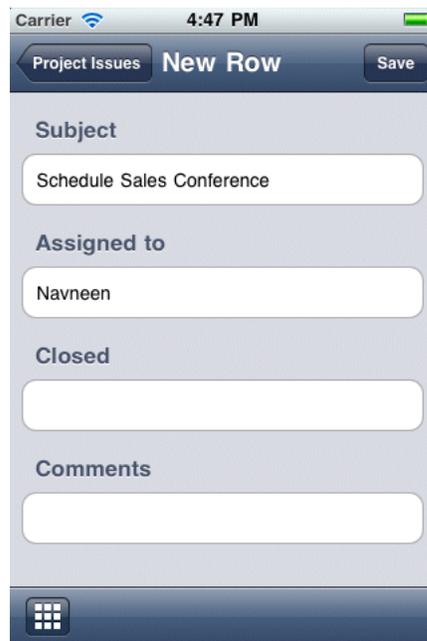
- **Activities** – Activities summarize changes initiated by members within this space. For instance, if a space member created a new document, you'll see this reflected in the activities list. Activities can also include hyperlinks that allow you to jump straight to an item of interest, like a document.
- **Discussions** – In existing forums, you can view topics, create topics, write messages, and respond to messages.
- **Documents** – View documents associated with this space. You can also send documents as e-mail attachments by selecting a document and tapping the **Send** button. For more information on using the documents screen, see [Section 2.4, "Using the Documents Screen."](#)
- **Events** – Lets you access the calendar events for this space.
- **Lists** – Lets you view and edit lists. Lists are useful for many space activities, such as tracking issues, capturing project milestones, publishing project assignments, and much more. [Figure 12](#) shows an example list screen, where project-related information is tracked.

Tap the **Plus (+)** icon in to add a new row to the list. Tap a list row to edit it. [Figure 12](#) shows the screen for adding or editing a row. [Figure 13](#) shows the screen that is used to add or edit a row.
- **Members** – Tap on a member to view and interact with his or her Activities, Messages, and Profile.
- **Messages** – Lets you view and post messages to members of the space.
- **Sub Spaces** – Lets you access Sub Space. A Sub Space is a Space that is hierarchically lower than its parent Space.

Figure 12 A Sample List Screen



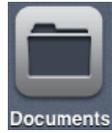
Figure 13 Adding a Row to a List



2.4 Using the Documents Screen

Tap the **Documents** icon shown in [Figure 18](#) to visit the Documents screen.

Figure 14 Documents Icon



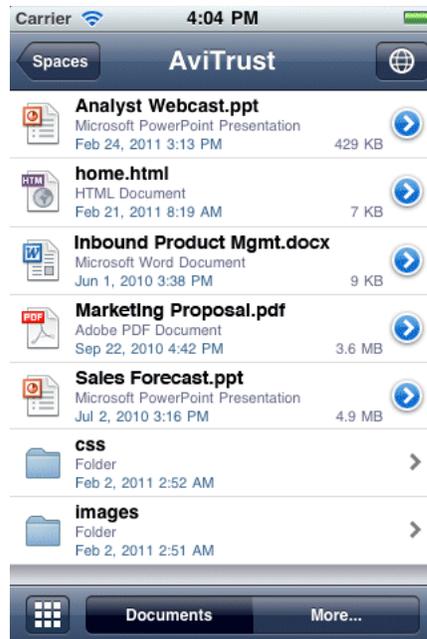
When accessed from the Launcher screen, the Documents screen shown in [Figure 15](#) lists documents and folders that contain documents.

Figure 15 The Documents Screen



When accessed from a space, the Documents screen lists documents and folders that are available to members of that space, as shown in [Figure 16](#).

Figure 16 Documents Screen



Tap a document to render the document on the iPhone. Tap the blue arrow icon to view the document's Preview screen. The Preview screen includes an **Actions** menu that lets you perform actions on the document, like viewing, e-mailing, copying the link, printing, and saving to your iPhone. See [Figure 17](#).

Tip: If a file type can be opened by other apps on your iPhone, you'll also see an **Open In** choice on the Document Actions screen. This choice lets you pass the document directly to another document reading/editing app on your iPhone. Also, you can choose **Open In** from other apps on your iPhone and pass a document to the WebCenter Spaces app. The file will be saved in your iPhone Docs area, where you can take further action, like view, send, or upload the document.

Figure 17 Document Actions



2.5 Using the Settings Screen

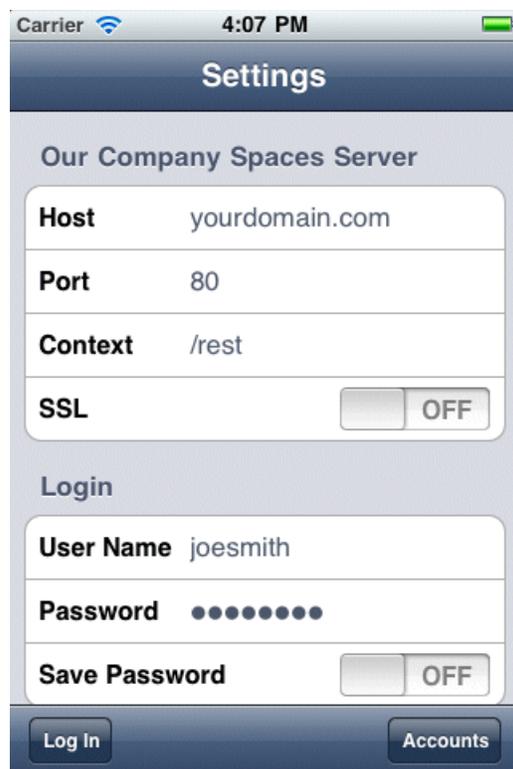
Tap the **Settings** icon shown in [Figure 18](#) to visit the Settings screen.

Figure 18 Settings Icon



The Settings screen, shown in [Figure 19](#), includes the following features.

Figure 19 The Settings Screen



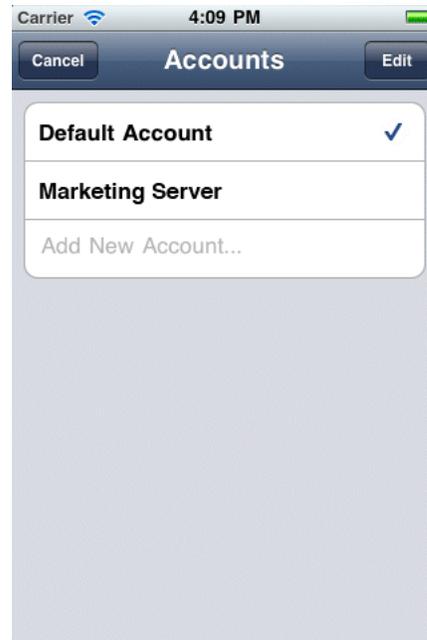
Note: If you are unsure about any of these settings, contact your WebCenter system administrator.

- **Host** – Tap to enter the Oracle WebCenter Spaces server host name. For example: `myspaces.com`.
- **Port** – Tap to enter the Oracle WebCenter Spaces server port number. For example: `8888`.
- **SSL** – SSL is a secure HTTP protocol. By default, **SSL** is set to **ON**. Turning **SSL ON** offers the most secure communication between your iPhone and the server. Note that SSL support is only available if the server has been configured for it. Please ask your system administrator if you have any questions.
- **User Name** – Tap to enter your Oracle WebCenter Spaces user name.
- **Password** – Tap to enter your Oracle WebCenter Spaces password.
- **Save Password** – When **Save Password** is turned on, you do not have to enter your password every time you log in. The app always remembers the user name you entered.

Note: Your saved password is stored in your device's OS Keychain (the password management system). While this offers some level of security, turning **Save Password** to **ON** creates a possible security risk if your iPhone is lost or stolen.

- **Accounts** – Tap **Accounts** to switch from one WebCenter Spaces instance to another or to log in to the same instance with a different user. See [Figure 20](#). Tap **Edit** to add or remove accounts.

Figure 20 *The Accounts Screen*

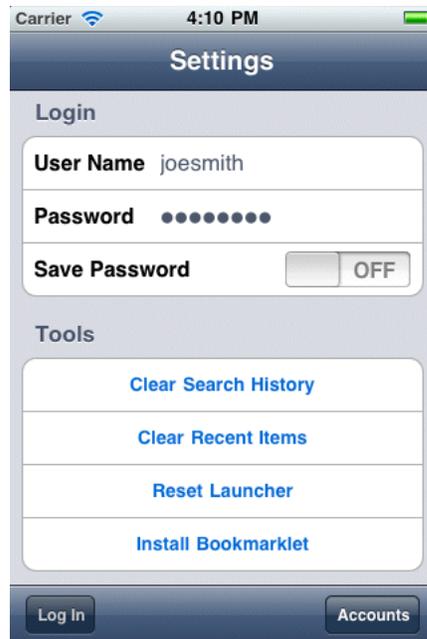


Scroll to the bottom of the Settings screen to see the **Tools** section. The **Tools** features let you:

- Clear your search history
- Clear recent items
- Reset the Launcher – Resets the iPhone Launcher screen to its default state.
- Install Bookmarklets – Directs you to a web page with instructions on installing a bookmarklet.

The Tools section is shown in [Figure 21](#).

Figure 21 The Tools Section of the Setup Screen

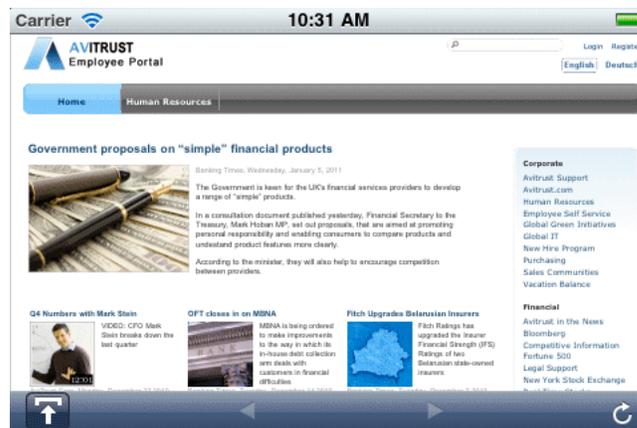


3 Tips for Using Your WebCenter Spaces iPhone App

As noted previously, the Oracle WebCenter Spaces iPhone app takes advantage of many of the most common iPhone user interface features. However, even experienced iPhone users have found the following tips to be helpful:

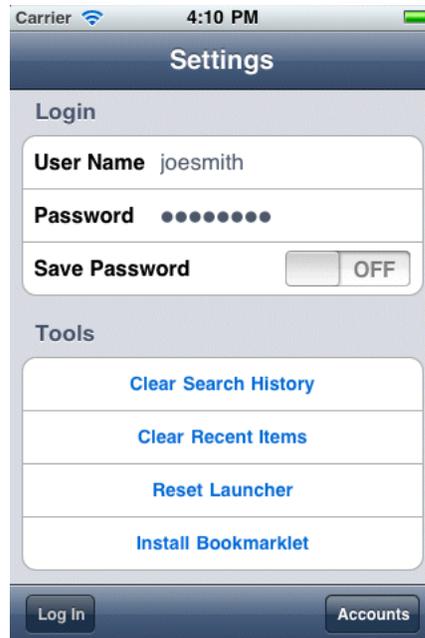
- In a group space member's Profile screen, you can send an e-mail by tapping the member's e-mail address.
- In a group space member's Profile screen, you can call or text the member by tapping the phone number.
- In a document or web page, double tap to zoom in.
- Some parts of the WebCenter iPhone app like the web browser, documents, and lists, support horizontal rotation, as shown in [Figure 22](#).

Figure 22 Horizontally Rotated Web Browser



- The bookmarklet feature lets you bookmark resources for future access. To install the bookmarklet feature, tap **Install Bookmarklet** in the Tools part of the Settings screen. You will be directed to a web page with further instructions.

Figure 23 *install Bookmarklet*



- The **Open In** feature lets you open documents in other apps, like a document editing app. Documents opened in other apps can also be opened in the WebCenter Spaces iPhone app. These documents that are sent to the WebCenter iPhone app can then be saved or opened in the Spaces app, or uploaded to the WebCenter Spaces server.
- You can create shortcuts to many kinds of resources like documents and most items that are tracked in the Recent Items screen. To create a shortcut, tap the title of a resource to display the shortcut UI, as shown in [Figure 24](#). Enter a name and slide the shortcut switch to **ON** to create a shortcut to the resource. Shortcuts are added to the Launcher screen, as shown in [Figure 25](#).

The shortcut UI is supported for Spaces, Documents (not from the Preview screen), Document Folders, Discussions, Lists, and People.

To remove a shortcut from the Launcher, press on the shortcut icon until it wiggles, then click the "x" icon. Or, return to the title bar of the resource, tap it, and slide the shortcut switch to **OFF**.

Figure 24 *Creating a Shortcut*

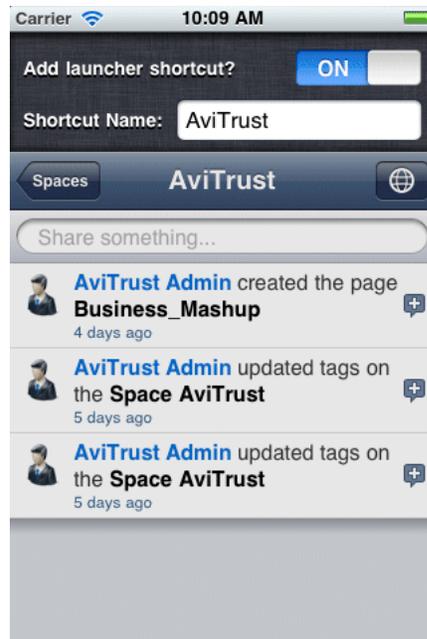
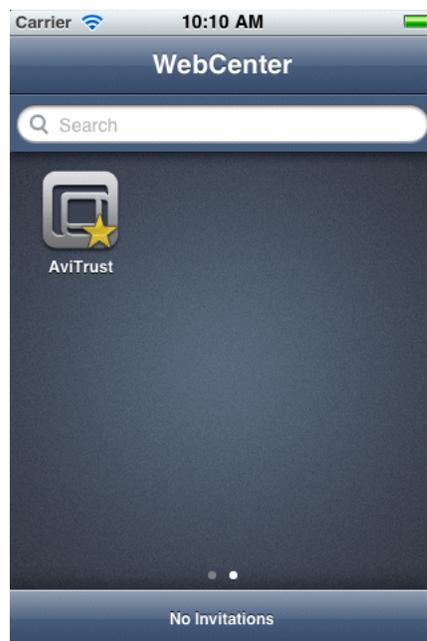


Figure 25 *A Shortcut Icon*



4 Information for System Administrators

If you are a system administrator overseeing a WebCenter Spaces site that is accessible to iPhone users, note the following recommendations and best practices:

Note: Users with multibyte character usernames or passwords can only log in to the iPhone app if the WebCenter Spaces server is running with UTF-8 encoding. If the WebCenter Spaces server is running in non-UTF8 encoding, users with multibyte character usernames or passwords cannot log in successfully.

- Be sure your users know the information to enter on the Settings screen of the app. See [Section 2.5, "Using the Settings Screen."](#)
- If you enable SSL on the server, remind users to switch the **SSL** setting to **ON** in the Settings screen. Otherwise, there is no need to turn it on.
- The Oracle WebCenter Spaces iPhone app relies on tokens to maintain state securely. Every transaction includes a token that is generated for the user. These tokens are designed to prevent Cross-Site Request Forgery (CSRF).

Note: Custom tokens are not supported for the iPhone app.

- You can improve data transmission between the server and the iPhone app by enabling data compression in a proxy. For detailed information on this technique, see "Understanding Reverse Proxying" in the *Oracle Fusion Middleware Administrator's Guide for Oracle Web Cache* and the white paper "Improving WebCenter Spaces Performance with Oracle Web Cache."
- For information on setting up, configuring, and managing REST services on the server, see "Before You Begin: Performing Required Configurations" in the *Oracle Fusion Middleware Developer's Guide for Oracle WebCenter* and "Managing REST Services" in the *Oracle Fusion Middleware Administrator's Guide for Oracle WebCenter*.
- The WebCenter iPhone app supports access to a user's personal documents in WebCenter Spaces. However, this personal folder is not created until the user first visits their documents in WebCenter through the web (browser) UI. This folder is sometimes called "MyFiles." If the app does not find the user's personal document folder a warning is displayed to suggest the user visits their documents folder in a Spaces web UI first. Or, it is possible that an administrator has disabled the documents folder feature altogether. In the latter case, the user will still see the same warning.

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