

VIRTUAL SCREEN SPY®

USER'S MANUAL

Virtual Screen Spy®

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Overview

Thank you for choosing Virtual Screen Spy® as your Windows® image monitoring tool.

Virtual Screen Spy® is a state of the art screen capturing tool that allows you to monitor each Windows® user's activities by taking periodically images of the user's screen.

These are some of the main features of Virtual Screen Spy®:

- Continuous Screen Capturing for monitored users: the utility tracks all PC activity.
- Remain Hidden and Undetected
- Robust and simple image viewer
- Separate Settings for each monitored Windows® users
- Automatically remove old and unwanted images

Please note that Virtual Screen Spy® is a work in progress. [Visit our Web site](#) regularly to learn about updates, suggest features and inform us about problems you have encountered.

Getting Started

a – System Requirements

| Component | Requirements |
|-------------------|---|
| CPU | Pentium II 233 megahertz (MHZ) Preferably: Pentium III 450 megahertz (MHZ) or higher processor |
| Memory | 64 megabytes (MB) of Random Access Memory (RAM) Preferably: 128 megabytes (MB) of Random Access Memory (RAM) or Higher |
| Hard Disk Space | 1 MB of hard disk space required |
| Operating Systems | Microsoft® Windows® 2000 Professional, Server, Advanced Server, or Data Center Editions Microsoft® Windows® XP Professional or Home Edition Microsoft® Windows® 2003 Server Edition |
| | If running on Windows® 2000 Professional, Service Pack 3 or higher is required. If running on Windows® XP Professional, Service Pack 1 or higher is required. |
| Others | VGA or higher resolution monitor |
| | Keyboard and Mouse |

b – Installation

It is imperative to install Microsoft .Net Framework 1.1 prior to installing Virtual Screen Spy®. The Virtual Screen Spy® setup file checks for the framework and informs you whether it is already installed. Otherwise, you will be instructed from where to download the Framework.

The Microsoft .Net Framework 1.1 is also used by a number of other applications created by Microsoft® and other software publishers; installing it is a beneficial addition to your system.

To install Microsoft .Net Framework 1.1 manually [click here](#)

To install Virtual Screen Spy®, double click the ScreenSpyInstall.exe file and follow the wizard's instructions.

c – Virtual Screen Spy® Uninstallation

There are two ways to uninstall Virtual Screen Spy® should you wish to do so.

Control Panel

- Go to Control Panel → **Add/Remove Programs**
- Double click the **ScreenSpy** entry in the list of programs.

Start Menu

From the Start menu, click **Programs, VirtualLTD, CopDad 1.2** and then **Uninstall**.

Technical details

The "Uninstall Virtual Screen Spy®" procedure performs the following steps:

1. Verifies that it is safe to uninstall.
2. Uninstalls any CopDad add-ons
3. Deletes files in **ScreenSpy** folder if they were installed by this version of Virtual Screen Spy®
4. Removes the Virtual Screen Spy® entries from the registry.

Note: some files may not be deleted until you restart the computer.

d - Creating Windows® Accounts

As specified earlier, Virtual Screen Spy® takes screen captures of the monitored Windows® user. In other words, in order to set different and separate Virtual Screen Spy® schedules for each computer user, you need to create a Windows® account for each one of these users

To create a new Windows® user's account:

- Go to Start → Control Panel → User Accounts
- Follow Microsoft® Windows® instructions.

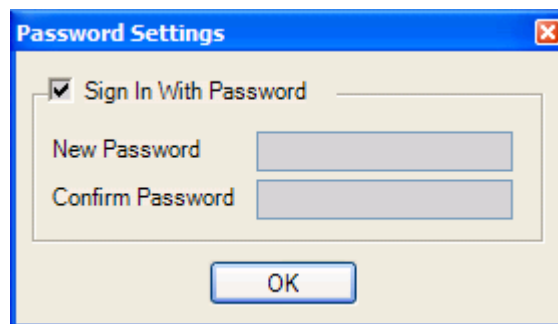
Using Virtual Screen Spy®

a - Changing the Password Settings

The Virtual Screen Spy® control panel is password protected (Password protection is disabled by default).

To enable password protection:

- Go to File → Password Settings.
- In the Password Settings window, check the “Sign In with password” checkbox to enable password usage. (Similarly, un-checking the “Sign In with password” checkbox disables password usage).



- Type the new password in the corresponding field then confirm it.
- Click *OK*.

Upon launching Virtual Screen Spy®, the signing in screen is launched enabling you to insert the correct password and start using the application.

b - Changing the interface language

Virtual Screen Spy® is a multi-lingual application. It is designed to support several languages. This version of Virtual Screen Spy® currently supports two languages: English and French.

Upon changing the language, all text in the Virtual Screen Spy® control panel will change into the selected language.

To change the language:

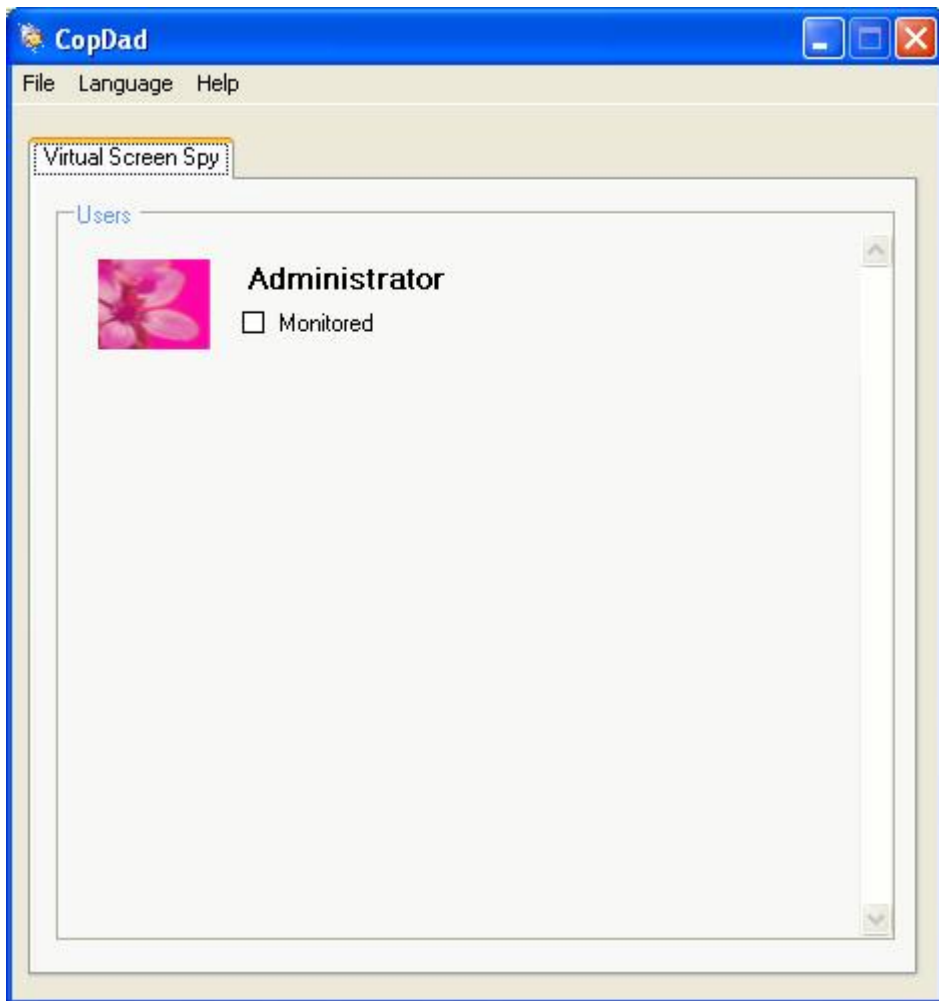
- Go to Language.
- Select the language you wish to use.

c – Monitoring a Windows® User

When Virtual Screen Spy® is launched, the main window appears, listing the Windows® accounts already created on the system. By default, a Windows® user is not monitored.

In order to start capturing images of the user’s activities:

Check the *Monitored* checkbox that is below the listed username has to be checked.

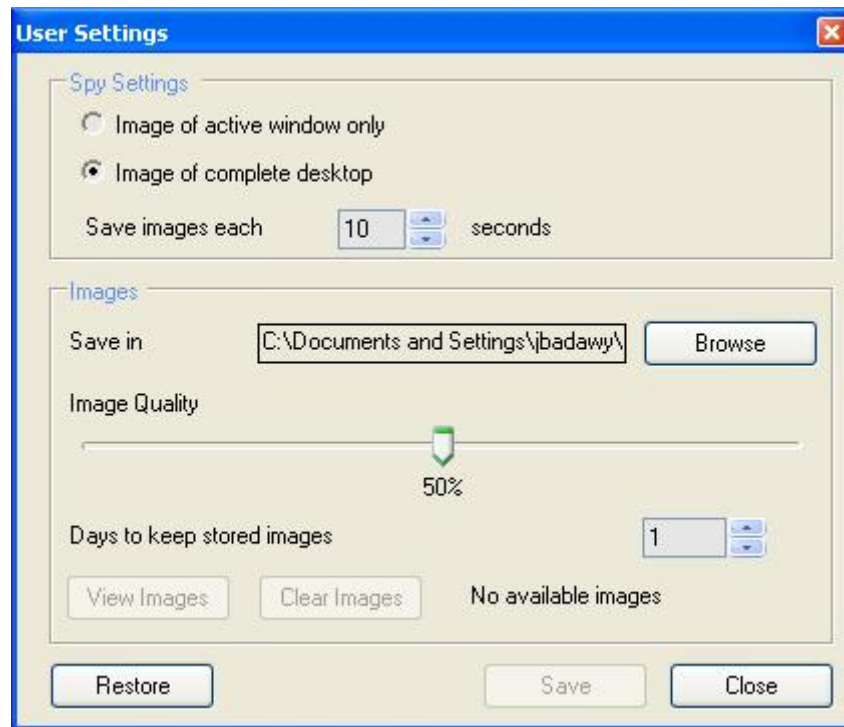


The user will be monitored the next time he or she logs on to Windows®. In case the user that's logged on monitors himself, screen capturing will start instantaneously.

d – Changing the Monitoring Settings

If the user is being monitored for the first time, surveillance will occur using the default monitoring settings. In order to change the monitoring settings of a Windows® user, make sure the *Monitored* checkbox is checked, and then click on the Windows® user in the Virtual Screen Spy® Panel.

Here is a list of the settings you can change:



Spy Settings:

- **Image of active window only:** Captures images of the actual software that is running in the foreground
- **Image of complete desktop:** Captures images of the complete desktop.
- **Save images each – seconds:** Provides a space for you to type the available time periods to wait between images taken. You can also click the arrows to select the adequate interval in seconds.

Images:

- **Save in:** Displays the target location of the folder in which the captured images are saved. To specify a different target location, type a new path or click the button **Browse**.
- **Image Quality:** Move the slider to the right to increase or to the left to decrease the captured images quality. Decreasing an image's quality reduces its size in addition to the ability to discern its details.
- **Days to keep stored images:** Specifies the number of days that Virtual Screen Spy® should keep track of your captured images. After this period is completed, Virtual Screen Spy® will take care of removing the images from your system, thus saving space.
- **Clear Images:** Manually deletes all previously stored captured images

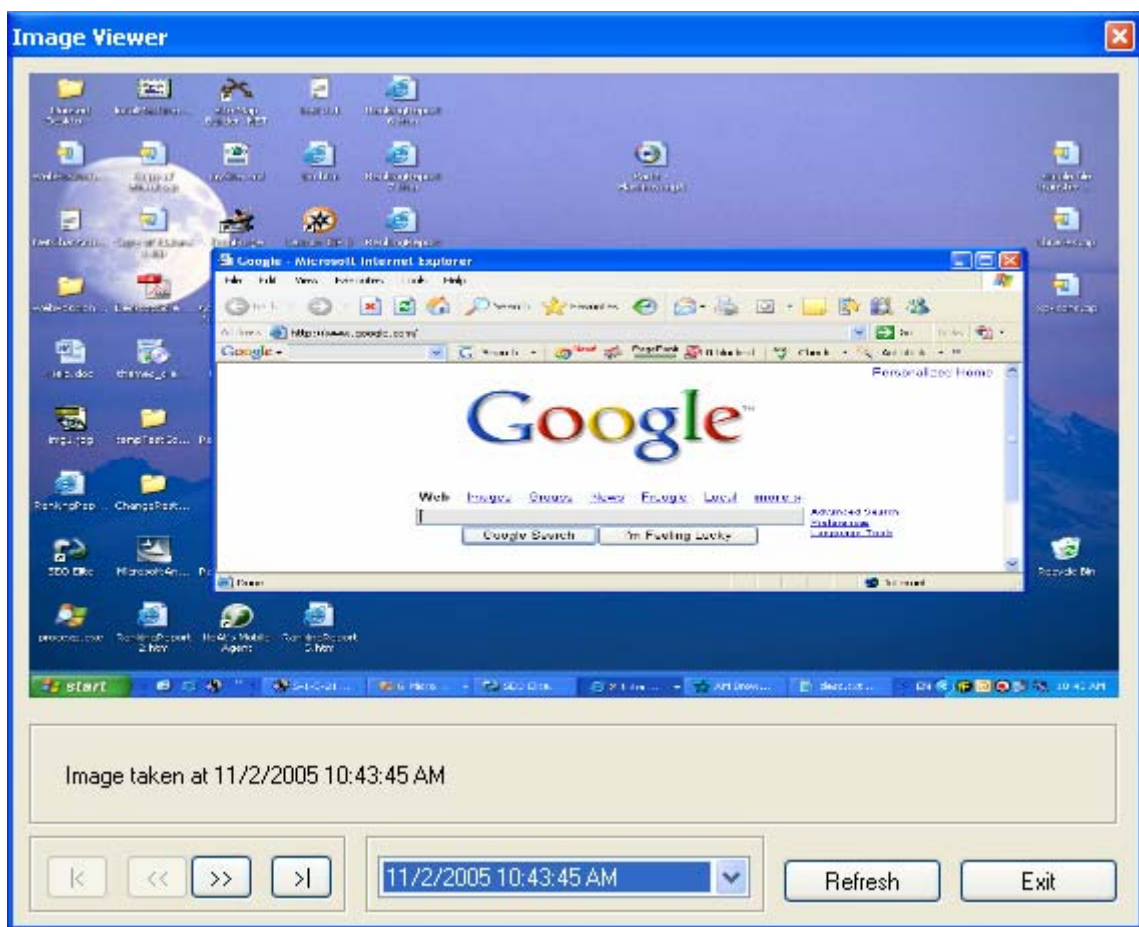
- **View Images:** Launches the Image Viewer to view all captured images
- Restore:** Return all controls in the User Settings window to their original settings.

e – Viewing Captured Images

In order to view the captured imaged of a monitored Windows® user, Virtual Screen Spy® is equipped with an easy to use simple but robust image viewer.

To view the captured images of a monitored user, make sure the *Monitored* checkbox is checked, and then click the Windows® user in the Virtual Screen Spy® Panel.

In the User Settings window, click the **View Images** button.



There are 3 ways to browse through the captured images in the Image Viewer.

1- The Browse Buttons:

| | |
|----|--------------------------------------|
| < | Moves to the First captured image |
| > | Moves to the Last captured image |
| >> | Moves to the Next captured image |
| << | Moves to the previous captured image |

2- The Image Selection Box:

You can select the image to view by selecting the date and time of the captured image in the selection box.

3- View as slide show in Full Screen Mode:

Double click the image in the Image viewer: the image is instantaneously shown in Full Screen Mode.

To exit Full Screen Mode and return to the image viewer, hit the key **ESC** on your keyboard.

To browse through the images in Full Screen Mode, use the browser buttons found in the lower left corner of the image.

To start the Slide Show, press the **Play** button found in the lower left corner of the captured image.

To stop the Slide Show, press the **Stop** button found in the lower left corner of the captured image.

License, Ordering and Support

a – License

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b – Ordering Information

You need to register your copy of Virtual Screen Spy® online.

To register Virtual Screen Spy® [click here](#)

c – Support and Questions

Virtual Software LTD support team is well equipped to constantly respond to technical issues. Whether you need immediate access to the latest technical information or require assistance from one of our certified engineers, Virtual Software LTD support team will provide you with the optimal solution to all your technical needs.

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