# Taskbar options for Windows

Version:  1.0
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This document explains the Windows Taskbar options for Ubuntu One.  It will show the different options for the default windows interface elements as the  'Notification Area' the 'Thumbnail Tool' and the  'Jump list'.  Following the official Windows User Experience Interaction Guidelines for Windows® 7 and Windows Vista®.
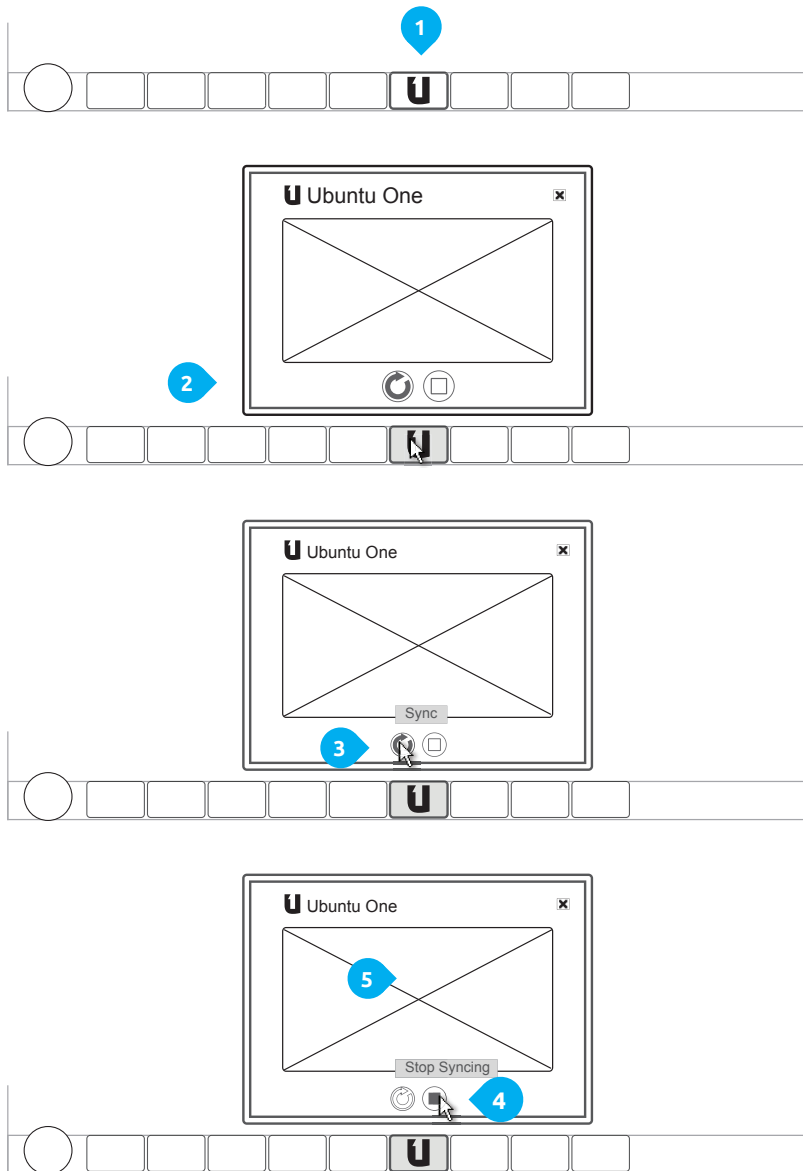
http://msdn.microsoft.com/en-us/library/aa511446.aspx

## Change history

| Version | Date | Author | Comments |
|---|---|---|---|
| 1.0 | Feb 14th  2012 | Patricia Panqueva | |
| | | | |

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## Taskbar Thumbnail

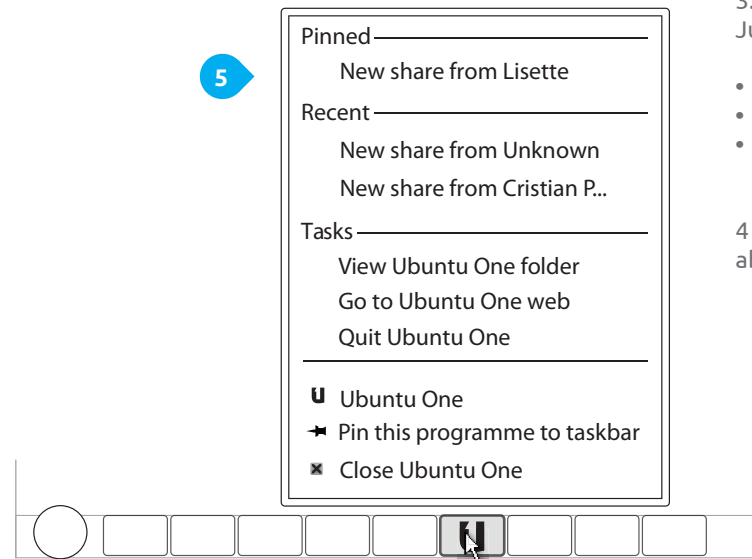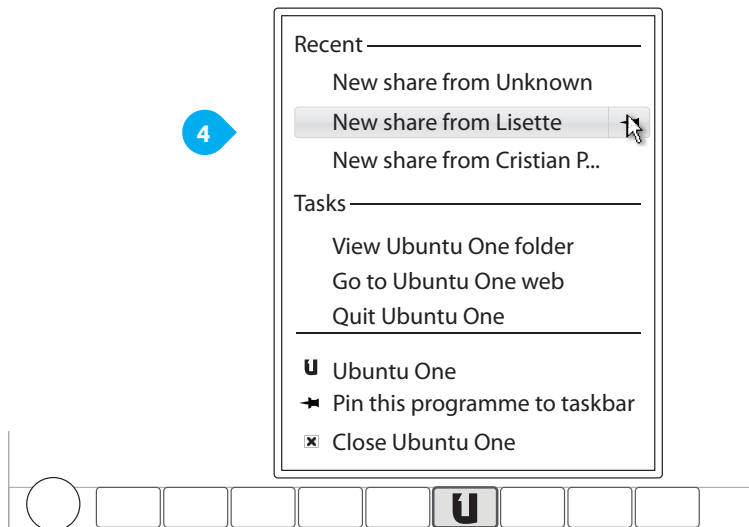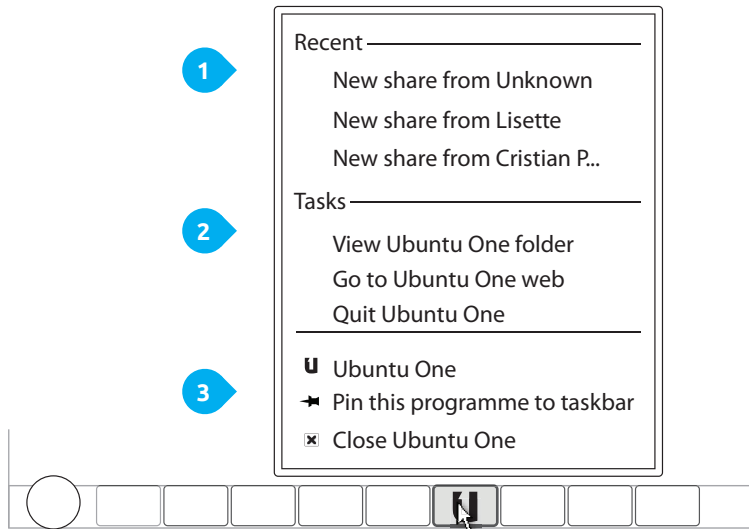Thumbnails is displayed on mouseover on the Ubuntu One taskbar button.

1. **The Ubuntu One taskbar button** appears in the Windows taskbar when the program is running.

2. **The thumbnail toolbar** provides quick access to the most used commands 'Sync' and 'Stop Syncing'. The thumbnail toolbar appears when the user mouseover the Ubuntu One taskbar button.

3. **Sync Command.** This command is represented by the sync UbuntuOne icon. Clicking the 'Sync' command should  start syncing files in UbuntuOne until the files  are up-to-date or until the user clicks 'Stop syncing'.  A label of the command is displayed on mouseover over the icon.

4. **Stop Sync Command** is active if there is file syncing activity.   Clicking the 'Stop Syncing' command should instantly stop any syncing activity.  A  label of the command is displayed on mouseover as well.

5. **Clicking or hover in the  middle of the thumbnail** will show the UbuntuOne dashboard.

**1**

Recent ———————————————
　　　New share from Unknown
　　　New share from Lisette
　　　New share from Cristian P...

**2**

Tasks ———————————————

　　　View Ubuntu One folder
　　　Go to Ubuntu One web
　　　Quit Ubuntu One
———————————————————

**3**

　ⓤ　Ubuntu One
　✈　Pin this programme to taskbar
　☒　Close Ubuntu One

**4**

Recent ———————————————
　　　New share from Unknown
　　　New share from Lisette
　　　New share from Cristian P...

Tasks ———————————————

　　　View Ubuntu One folder
　　　Go to Ubuntu One web
　　　Quit Ubuntu One
———————————————————

　ⓤ　Ubuntu One
　✈　Pin this programme to taskbar
　☒　Close Ubuntu One

**5**

Pinned ———————————————
　　　New share from Lisette
Recent ———————————————
　　　New share from Unknown
　　　New share from Cristian P...

Tasks ———————————————

　　　View Ubuntu One folder
　　　Go to Ubuntu One web
　　　Quit Ubuntu One
———————————————————

　ⓤ　Ubuntu One
　✈　Pin this programme to taskbar
　☒　Close Ubuntu One

## Jump List

Jump List  is displayed on right click on the Ubuntu One taskbar button.

1. **Recent:**  Users will find quick access to recent 3 used folders. In this section  only the latest 3 recent used folders will showed.
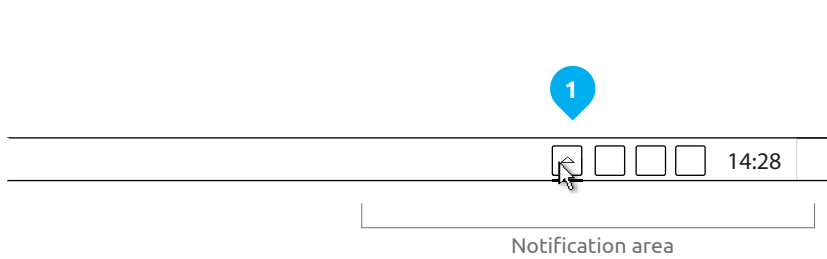
2. **Tasks:** The most important tasks to do in the programme like

- **View the UbuntuOne folder** is a  shortcut to UbuntuOne
- **Go to Ubuntu One web** will take the user to UbuntuOne Files https://one. ubuntu.com/files/
- **Quit UbuntuOne** will shut down  completely the programme.

3. Windows commands already built into all Jump Lists:

- **UbuntuOne**: Open dashboard
- **Pin this programme to taskbar**
- **Close UbuntuOne**: It closes but not quit it complete

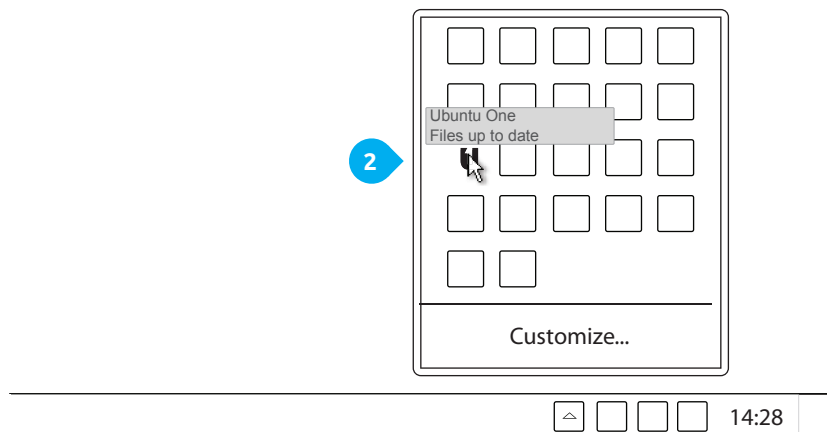4 &5. As the windows default, people will be able to pin destinations.

1

14:28

Notification area

2

Ubuntu One
Files up to date

Customize...

14:28

Open UbuntuOne Folder
Go to Ubuntu One Web

4

All files up to date

81% used of 5GB used
Get more Storage

Go to Ubuntu One Help

Exit

3

Ubuntu One
Files up to date

Customize...

14:28

**Notification Area**

1. All the running programme icons are display in the notification area and they are displayed in a hidden area that can be accessed by clicking in the arrow.
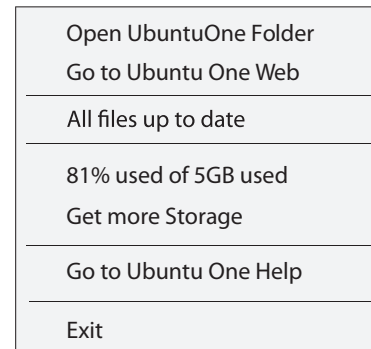
2. On mouseover on the status icon the user will see UbuntuOne name and the status on the syncing activity on an infotip.

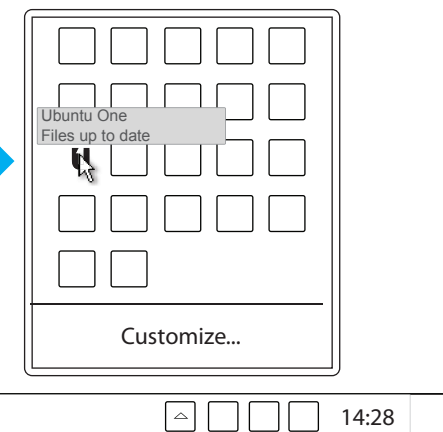3. On right or left click a contextual menu is displayed.

4. There is a 'File Status Area' in the contextual menu an one of the items display the information that is already on the status icon.
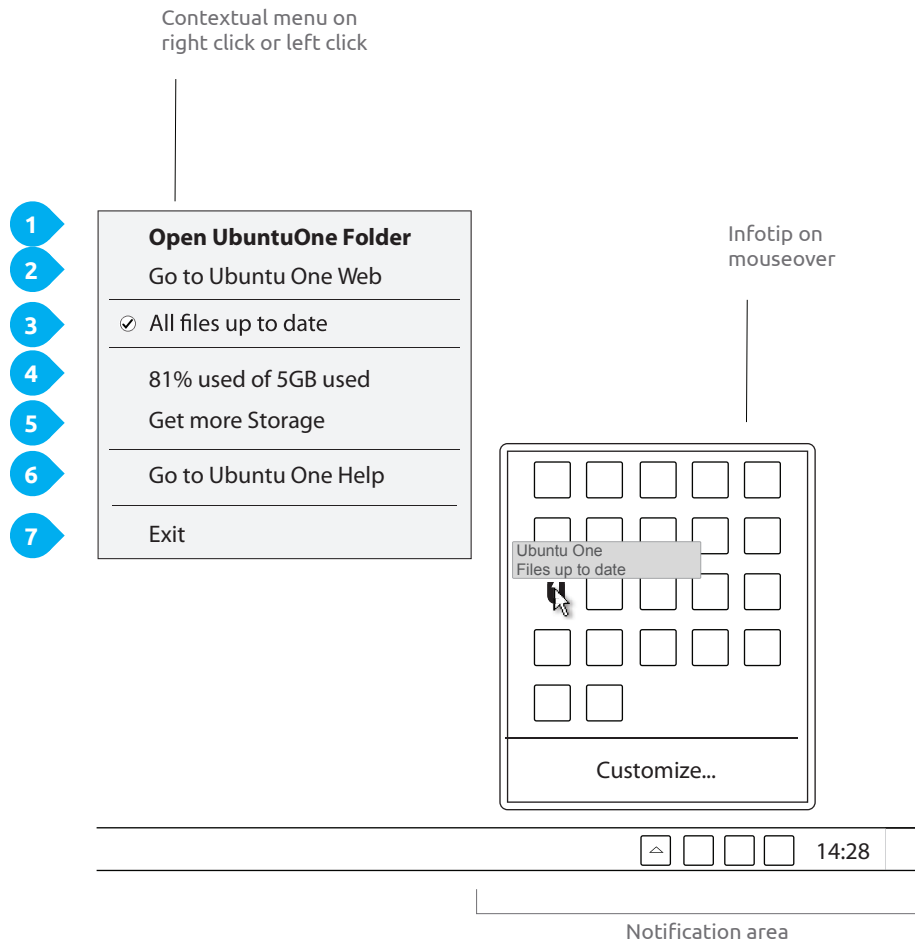
Contextual menu on
right click or left click

Infotip on
mouseover

1 **Open UbuntuOne Folder**

2 Go to Ubuntu One Web

3 ☑ All files up to date

4 81% used of 5GB used

5 Get more Storage

6 Go to Ubuntu One Help

7 Exit

Ubuntu One
Files up to date

Customize...
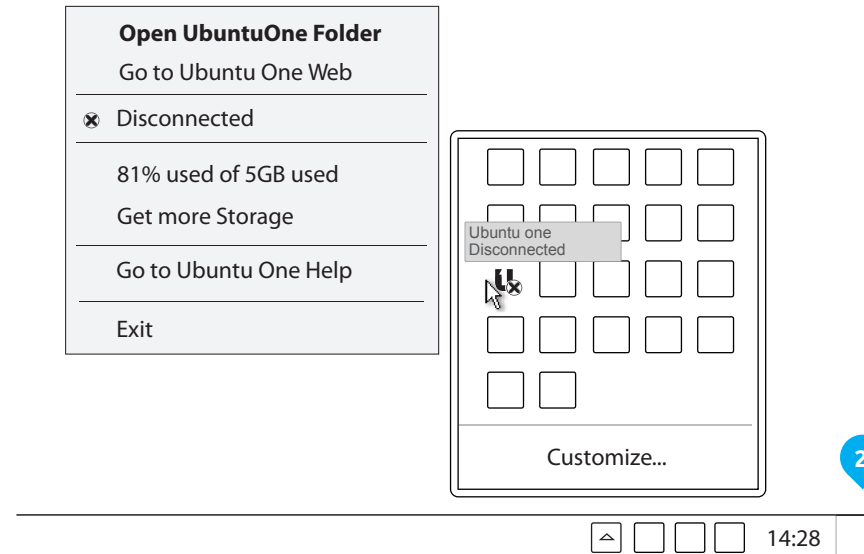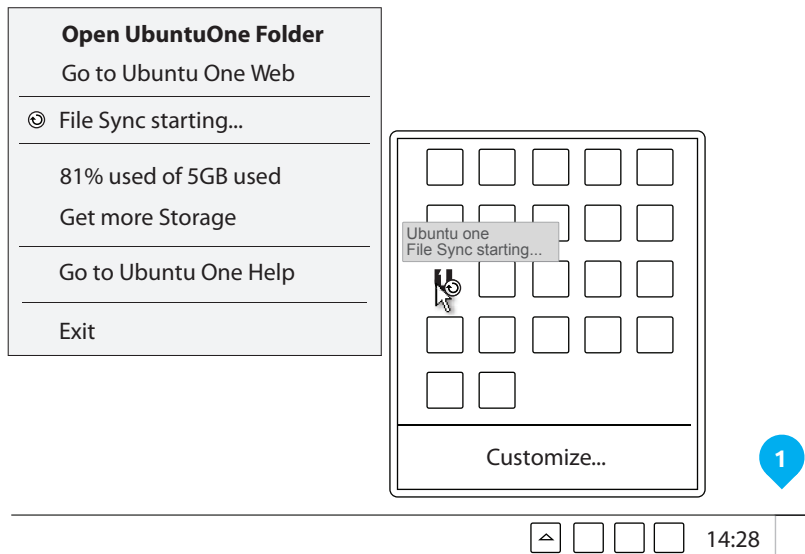
14:28

Notification area

**Notification Area - Contextual Menu**

1. **Open Ubuntu Folder:** This is a shortcut to the Ubuntu One folder, the link is highlighted.

2. **Go to Ubuntu web:** Links to the web to the section Files.
https://one.ubuntu.com/files/

3. **Syncing status:** Displays the status of the Ubuntu One dashboard regarding the progress or not of the file syncing, that will match the status of the dashboard as it is showed below.

4. **Storage information**.

5. '**Get more Storage'** links  to Ubuntu Pay so the user can get more storage.
https://one.ubuntu.com/services/#storage_panel

6. '**Go to Ubuntu help'** links to the help section in UbuntuOne.com.
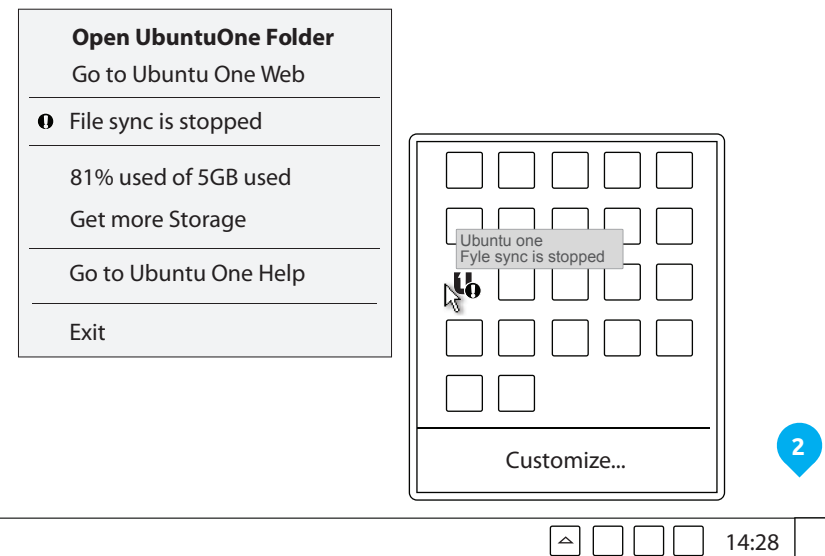https://one.ubuntu.com/help/

7. Quits Ubuntu One

**Notification Area: Contextual menu on right click over the Ubuntu One icon and an infotip on hover**

1. **File Sync starting...** The status messages show that syncing is starting. Users will be able to stop syncing from the taskbar Thumbnail toolbar or from the dashboard.

2. **File Sync is disconnected.** User can connect from the dashboard.

2% used
1.3 GiB of 85 GiB
Get more storage

File Sync starting...

Stop

2% used
1.3 GiB of 85 GiB
Get more storage

File Sync is disconnected.

Connect

**Open UbuntuOne Folder**

Go to Ubuntu One Web

File Sync starting...

81% used of 5GB used
Get more Storage

Go to Ubuntu One Help

Exit

Ubuntu one
File Sync starting...

Customize...

**1**

14:28

**Open UbuntuOne Folder**

Go to Ubuntu One Web

Disconnected

81% used of 5GB used
Get more Storage

Go to Ubuntu One Help

Exit

Ubuntu one
Disconnected

Customize...

**2**

14:28

Notification Area: Contextual menu on right click over the Ubuntu One icon and an infotip on hover

1. **File Sync is up-to-date:** User will be informed when the his, her files are up-to-date.

2. **File Sync is stopped.** User will be able to start syncing again from the thumbnail toolbar and the actual dashboard.

2% used
1.3 GiB of 85 GiB
Get more storage
File Sync is up-to-date.
Disconnect

2% used
1.3 GiB of 85 GiB
Get more storage
File Sync is stopped.
Start

**Open UbuntuOne Folder**
Go to Ubuntu One Web
✓ All files up to date
81% used of 5GB used
Get more Storage
Go to Ubuntu One Help
Exit

Ubuntu one
All files up to date

Customize...

1

14:28

**Open UbuntuOne Folder**
Go to Ubuntu One Web
ⓘ File sync is stopped
81% used of 5GB used
Get more Storage
Go to Ubuntu One Help
Exit

Ubuntu one
Fyle sync is stopped

Customize...

2

14:28

ubuntu one

You have less than 1GB of storage.
Click here to get more storage.

14:28

Lisette has shared a folder with you.
Click here to see it.

14:28

**Temporary Notifications and examples**

This notifications are displayed to the user if there is important information .

1. **For non critical message:**  This notifications are messages to inform of situations or information that is no critical and that the user can dismiss.

2. **Frequency** Only one notification per day of the same kind of information. Different notifications can be display if they are informing different information.

3. **Display time** Only 9 seconds

4. **Links** The notification may link to the relevant information or control to get the a task done.

**What to Notify:**

• **Not storage anymore:**  Only one notification per day.  If the user has not space available. It should have a link so the user can get more storage.

• **Reaching the limit of storage:**  Only one notification per day.  It should have a link so the user can get more storage.

• **Have a new shared file:**  Only one notification per day. Someone has shared a file with you.

• **Successful actions:** e.g. Ubuntu One has finished syncing and all your files are all up-to-date.

• **Which other notifications that are not critical need to be displayed in this area? TBD.**