

IBM® Lotus® iNotes™ 8.0.2 Icon Reference Card



For Ultralite Mode

In Contacts, when an icon appears in a circle, then there is an actionable task associated. That is, you can touch to dial on an iPhone or to send a message on an iPod Touch.

Home page

Icon	Description
	Open the Inbox view
	Open the mail Sent view
	Open the All documents view
	Open the Trash view
	Open the Day At A Glance calendar <i>Note:</i> The current date displays on this icon.
	Open your Contacts
	On corner of Inbox icon, shows unread count

Mail

Icon	Description
	Create a message
	Mark a message unread
	Message includes the number of attachments indicated
	In the Trash view, empty trash
	Restore a message from the trash to its original view
	Delete a message from trash (permanently deletes the message)

Navigation & General

Icon	Description
	Select previous page or item
	Select next page or item
	View more information
	Return to the parent view
	Refresh the view to see changes
	Delete

Contacts

Icon	Description
	Create a contact record on view
	Mail list group
	Open a contact record for edit
	Default e-mail address
	Business phone number
	Mobile (cell) phone number

Mail Views – Message Identifiers

Icon	Description
	Draft mail
	Sent mail
	Unread mail
	New invitation
	Cancelled meeting
	Invitee has accepted this invitation
	Invitee has declined this invitation
	You have accepted this invitation
	You have declined this invitation
	Meeting was rescheduled
	Meeting time was countered
	Meeting information was updated
	Meeting tentatively accepted
	Completed to do item
	Important

Day At A Glance View – Entry Identifiers

Icon	Description
	Meeting
	All day event
	Private appointment
	Appointment
	Anniversary
	Reminder
	Invitation you have not responded to yet