黑猫SCRM 图文使用教程

BlackCat SCRM Illustrated User Guide

版本 Version 1.18.1 · 中文 / English · 2026-11-03
本地备份 / 云端备份与同步 · Local / cloud backup and sync
截图使用演示资料；部分旧界面图示请以当前文字说明为准。
Demo data is used. Some older illustrations differ; follow the current written instructions.

目录 Contents

1 安装与第一次使用
Installation and first launch

2 环境设置与代理 IP
Session settings and proxy IP

3 消息翻译
Message translation

4 快捷回复
Quick replies

5 联系人、客户备注与保存聊天
Contacts, notes and saving chats

6 群发消息
Bulk messages

7 知识库与 AI 自动回复
Knowledge base and AI auto-reply

8 软件设置与本地备份
App settings and local backup

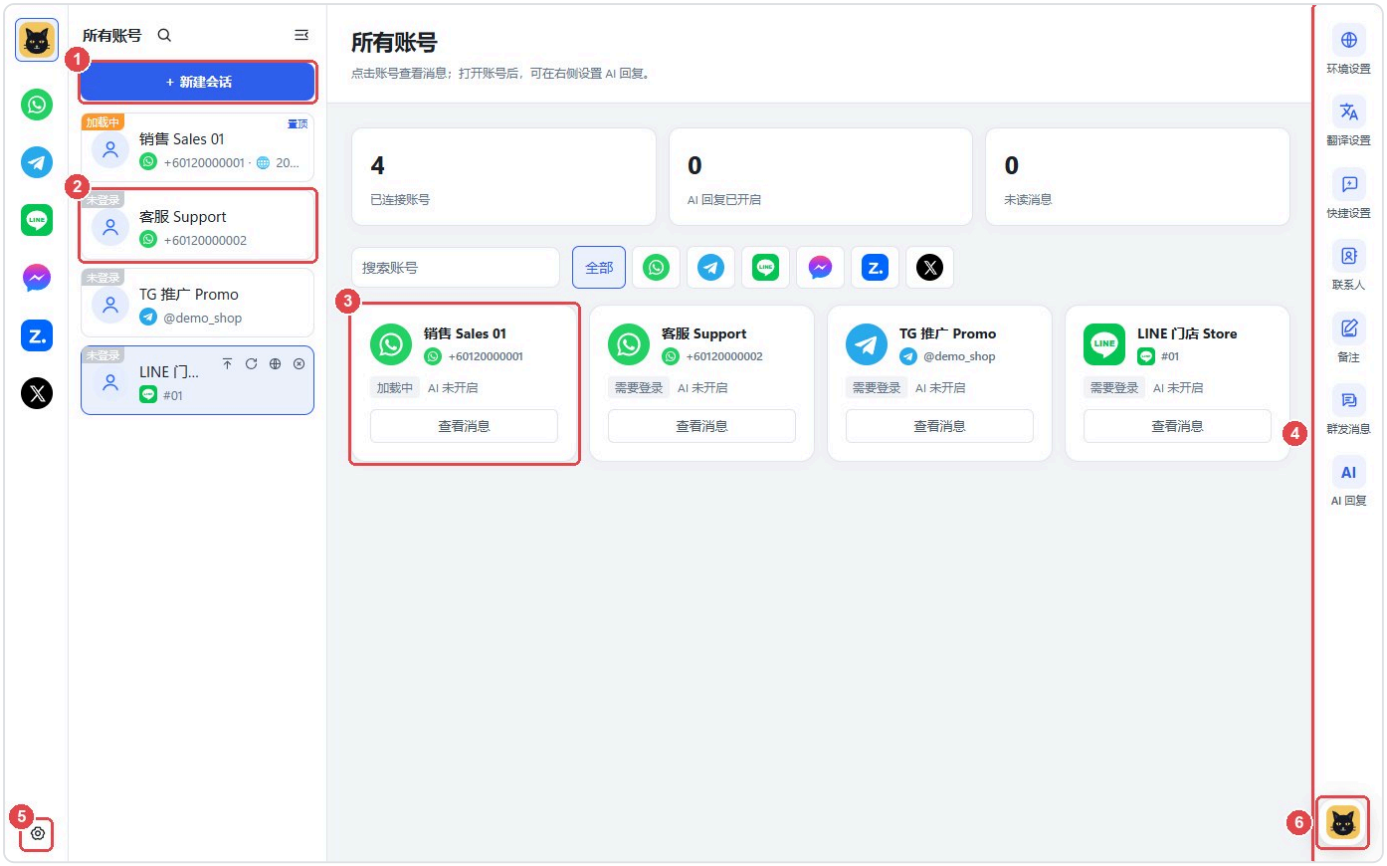
9 云端备份与工作资料同步
Cloud backup and workspace sync

10 黑猫助手
Black Cat assistant

01 安装与第一次使用
Installation and first launch

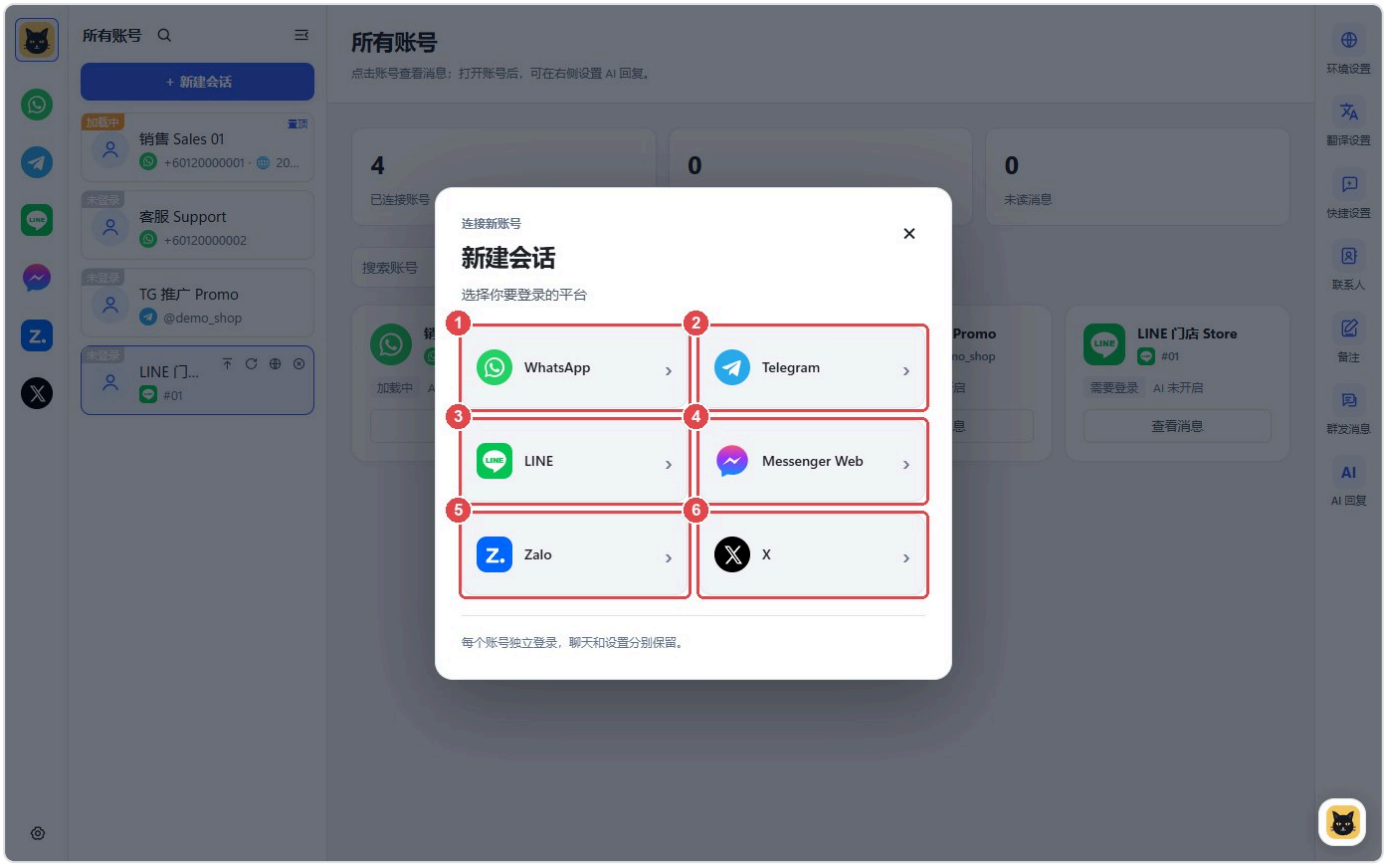
黑猫SCRM 把多个平台的账号放在同一个窗口里。每个账号独立登录，聊天界面仍是各平台的网页版。
BlackCat SCRM keeps many platform accounts in one window. Each account signs in separately, and chats still run on each platform's own web page.

主界面 / Main window



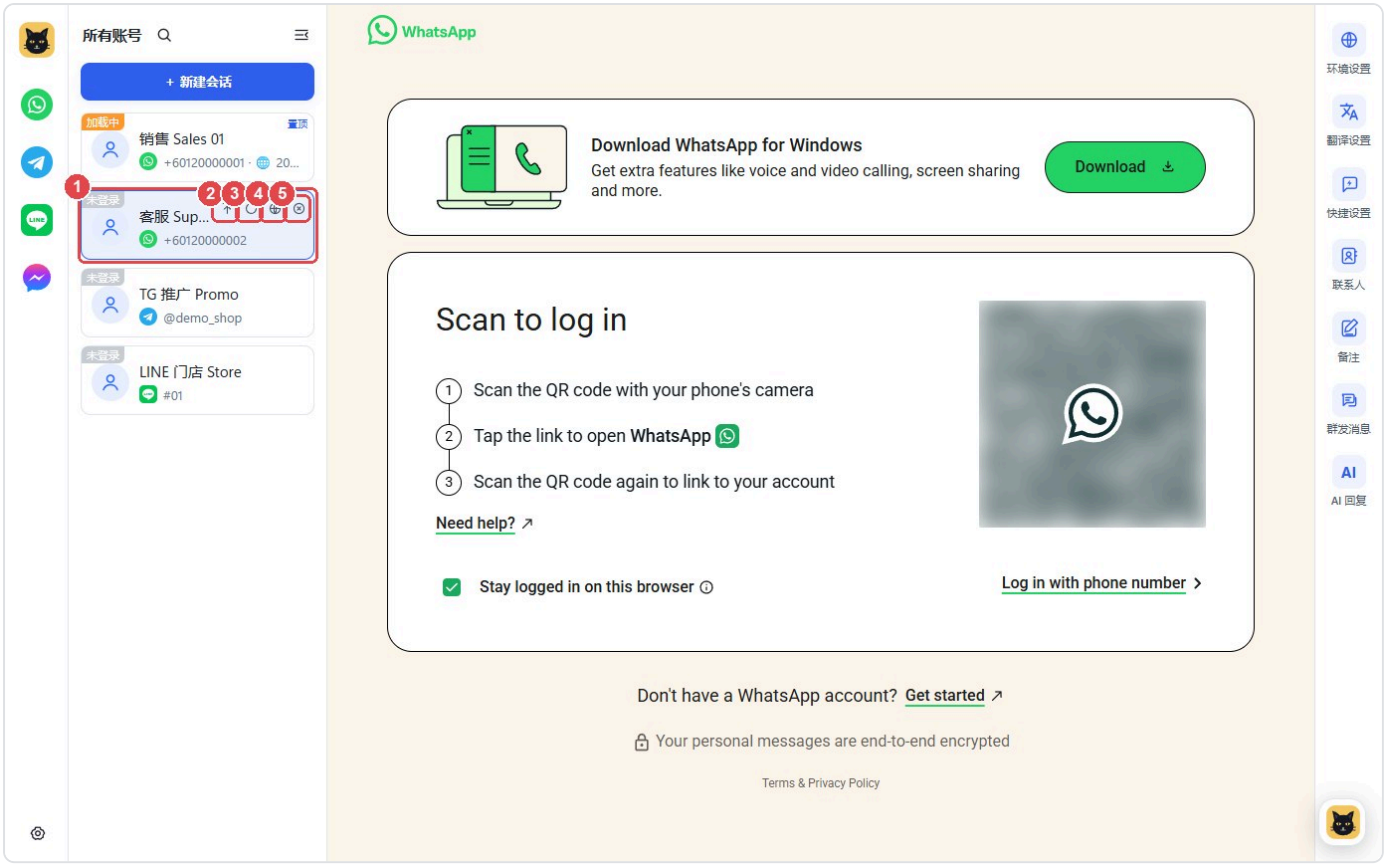
1. 点击“新建会话”添加账号。
   Click "New session" to add an account.
2. 左侧列表是所有账号，点击即可打开该账号的聊天。
   The left list shows every account. Click one to open its chats.
3. 首页卡片显示登录状态和 AI 状态，点“查看消息”也能打开账号。
   Home cards show sign-in and AI status. "View messages" also opens the account.
4. 右侧是功能栏：环境、翻译、快捷、联系人、备注、群发、AI 回复。
   The right bar holds the tools: session, translation, quick replies, contacts, notes, bulk, AI replies.
5. 左下角齿轮是软件设置（语言、API Key、通知、平台、备份）。
   The gear at bottom left opens app settings (language, API key, notifications, platforms, backup).
6. 右下角黑猫是“黑猫助手”，可以问用法或让它帮你操作。
   The cat at bottom right is the Black Cat assistant. Ask it how-to questions or let it make changes.

选择平台 / Choose a platform



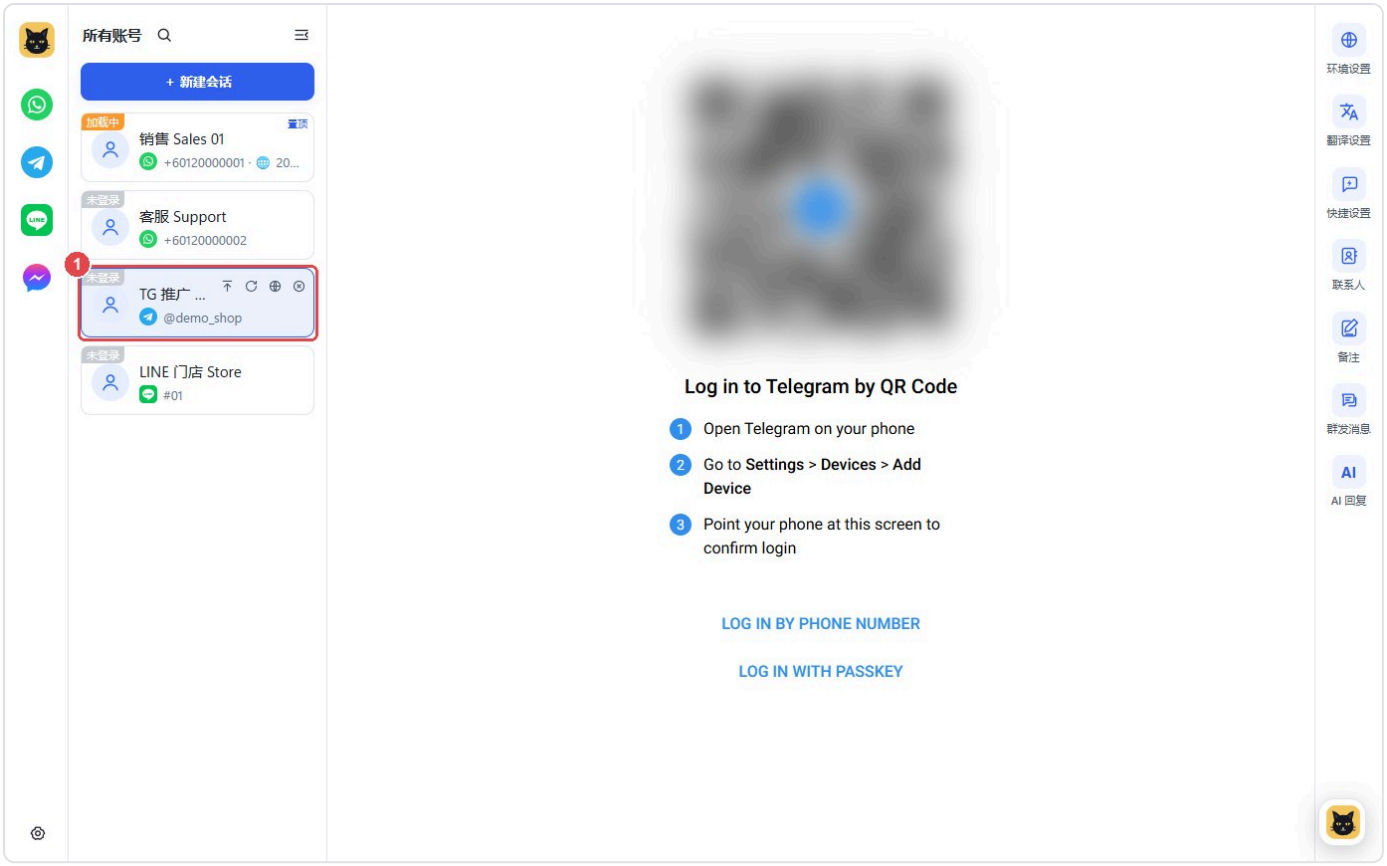
1. **WhatsApp：用手机 WhatsApp 扫码登录。**
   WhatsApp: scan the QR code with WhatsApp on your phone.
2. **Telegram：扫码或用手机号登录。**
   Telegram: scan the QR code or sign in with your phone number.
3. **LINE：使用官方 LINE 扩展登录（首次会自动下载）。**
   LINE: signs in through the official LINE extension (downloaded automatically the first time).
4. **Messenger：登录 Facebook 后直接进入 Messenger 消息页。**
   Messenger: sign in to Facebook and the Messenger chat page opens directly.
5. **Zalo：打开 Zalo 网页版，用手机 Zalo 扫码登录。目前提供原生网页、未读数和弹窗提示。**
   Zalo: opens Zalo Web; scan the QR code with Zalo on your phone. Native web page, unread counts and popups for now.
6. **X：打开 X 私信页，用手机号、邮箱或用户名加密码登录（Google / Apple 登录在软件内无法使用）。目前提供原生网页、未读数和弹窗提示。**
   X: opens X messages; sign in with phone, email or username and password (Google / Apple sign-in does not work inside the app). Native web page, unread counts and popups for now.

扫码登录与账号操作 / Sign in and account actions



1. 选中的账号会高亮，右边显示该平台的登录页，用手机扫码。
   The selected account is highlighted and its sign-in page shows on the right. Scan it with your phone.
2. 置顶：把常用账号放在最上面。
   Pin: keep a frequently used account at the top.
3. 刷新：页面卡住或白屏时重新加载。
   Reload: refresh the page if it freezes or goes blank.
4. 环境设置（代理）：修改名称和代理 IP。
   Session settings (proxy): change the name and proxy IP.
5. 删除会话：会要求确认，并清除这个账号在本机的登录数据。
   Delete session: asks for confirmation, then removes this account's sign-in data on this computer.

Telegram 登录 / Telegram sign-in



1 打开手机 Telegram → 设置 → 设备 → 连接桌面设备，扫描屏幕上的二维码。
On your phone open Telegram → Settings → Devices → Link Desktop Device, then scan the QR code.

提示 Tip 先使用黑猫用户名和密码登录软件，登录画面无需填写服务器地址。其他电脑需重新登录平台账号；使用黑猫点数不需要自己的 Claude Key，选用自己的 Key 时才在 设置 → API Key 填写。
Sign into BlackCat with your username and password; no server address is needed. Sign into platforms again on another computer. BlackCat points need no personal Claude key; only enter a key if choosing your own key in Settings.

02 环境设置与代理 IP

Session settings and proxy IP

每个账号可以设置独立的代理 IP 和消息铃声；给不同账号选不同铃声，听声音就知道是哪个账号来消息。
Each account can have its own proxy IP and message sound. Give accounts different sounds to tell by ear which one has a new message.

环境设置 / Session settings



1. 点击右侧“环境设置”。
   Click "Session settings" on the right bar.
2. 名称：账号在列表中显示的名字。
   Name: how the account appears in the list.
3. 消息铃声：单独开关这个账号的新消息提示音。
   Message sound: turn new-message sound on or off for this account.
4. 这个账号的铃声：9 种可选，或“跟随系统设置”；“试听”可预览。
   This account's sound: pick one of 9, or "Same as system setting". "Preview" plays it.
5. 打开“代理设置”开关，选择协议（HTTP / SOCKS5）。
   Turn on "Proxy settings" and pick the protocol (HTTP / SOCKS5).
6. 填写主机、端口；有账号密码的代理也一起填写。
   Enter host and port, plus username and password if the proxy needs them.
7. “检测配置”会测试代理是否可用并显示出口 IP。
   "Test connection" checks the proxy and shows the exit IP.
8. 智能填写：粘贴 IP 信息（例如 1.2.3.4:1080:user:pass）自动识别。
   Smart fill: paste proxy details (for example 1.2.3.4:1080:user:pass) and the fields fill in.
9. 点击“保存”，账号会用新代理重新连接。
   Click "Save". The account reconnects through the new proxy.

提示 Tip 代理不可用时账号会一直显示“加载中”，请先点“检测配置”。
If a proxy fails the account keeps showing "Loading". Use "Test connection" first.

03 消息翻译

Message translation

可以分别翻译收到的消息和要发送的消息，支持 65 种语言（含粤语、马来语、泰米尔语、印尼语、泰语、越南语、尼泊尔语等）。翻译路线“系统推荐”：有 Claude Key 时用 Claude Haiku，失败再用 Google。

Incoming and outgoing messages are translated separately, in 65 languages (including Cantonese, Malay, Tamil, Indonesian, Thai, Vietnamese and Nepali). The "Recommended" provider uses Claude Haiku when a Claude key is set and falls back to Google.

翻译设置 / Translation settings



1. 点击右侧“翻译设置”。
   Click "Translation" on the right bar.
2. 历史消息翻译设置：打开后，收到的消息下方会显示译文。
   Incoming translation: when on, a translation appears under each received message.
3. 选择收到的消息要翻译成的语言。
   Choose the language for received messages.
4. 发送语言翻译设置：打开后，你输入的文字会先翻译再发送。
   Outgoing translation: when on, what you type is translated before sending.
5. 选择发送给客户的语言（例如英语、尼泊尔语、罗马尼泊尔语）。
   Choose the language the customer receives (for example English, Nepali or Roman Nepali).
6. 翻译路线：系统推荐 / Claude Haiku / Google / Lingva。
   Provider: Recommended / Claude Haiku / Google / Lingva.
7. 实时翻译：打字时在输入框上方预览译文。Enter 发送译文，Alt+Enter 发送原文。
   Live translation: preview the translation above the input while typing. Enter sends the translation, Alt+Enter sends the original.

测试翻译 / Test translation



1. 输入一句话测试翻译效果。
   Type a sentence to test the translation.
2. 点击测试，结果会显示实际使用的翻译服务。
   Click test. The result shows which provider actually translated it.
3. 显示是否已保存 Claude API Key；没有 Key 时只用 Google / Lingva。
   Shows whether a Claude API key is saved. Without one, only Google / Lingva are used.
4. 点这里跳到 设置 → API Key 填写或更换 Key。
   Click here to go to Settings → API Key to add or change the key.
5. Lingva 服务器：可填写自建服务器，一行一个。
   Lingva servers: add your own servers, one per line.

提示 Tip “使用翻译快捷键”（默认关闭）：勾选后，Ctrl+T只把译文放进输入框，再按Enter发送；点击快捷键输入框可改组合键，按账号保存。关闭时保留Enter翻译并发送。“粉丝独立翻译”可给每个客户单独设语言。第一次使用请先在测试对话中核对译文。
"Use translation shortcut" (off by default). Ctrl+T fills the translation without sending; Enter sends it afterwards. Click the shortcut field to choose another combination, saved per account. With it off, Enter translates and sends. Per-contact translation allows different customer languages. Check translations in a test chat first.

04 快捷回复
Quick replies

把常用的话术、图片、视频和文件存成快捷回复，聊天时一点就能发送。
Save common replies, photos, videos and files as quick replies and send them with one click.

快捷设置 / Quick settings



1. 点击右侧“快捷设置”。
   Click "Quick settings" on the right bar.
2. 个人：只给当前账号使用。
   Personal: used only by the current account.
3. 公共：所有账号都可以使用。
   Shared: available to every account.
4. 发送方式：直接发送，或文字先翻译再发送。
   Send mode: send directly, or translate the text before sending.
5. （分组列表）点击一条回复即发送到当前聊天。
   (Group list) Click a reply to send it to the open chat.
6. 新建分组：按用途整理回复。
   New group: organize replies by purpose.
7. 添加回复：新建一条快捷回复。
   Add reply: create a new quick reply.

添加快捷回复 / Add a quick reply



1. 选择分组。
   Choose a group.
2. 输入回复文字（可以留空，只发附件）。
   Type the reply text (can be empty if you only send attachments).
3. 添加附件：照片、视频或其他文件。
   Add attachments: photos, videos or other files.
4. 保存。
   Save.

> **提示 Tip** 在分组里可以多选后批量删除。发送前请确认当前打开的是正确的客户。
> You can multi-select replies in a group to delete them together. Make sure the right customer chat is open before sending.

05 联系人、客户备注与保存聊天

Contacts, notes and saving chats

联系人功能支持 WhatsApp 和 Telegram。“账号联系人”自动读取，“我的联系人”可手动添加或 Excel 导入。聊天里的消息、图片、影片、语音和文件可以保存到客户备注（WhatsApp、Telegram、Messenger）。文字备注在 Business/Enterprise 可跨电脑同步；保存的聊天片段与附件仍需保留本地副本。

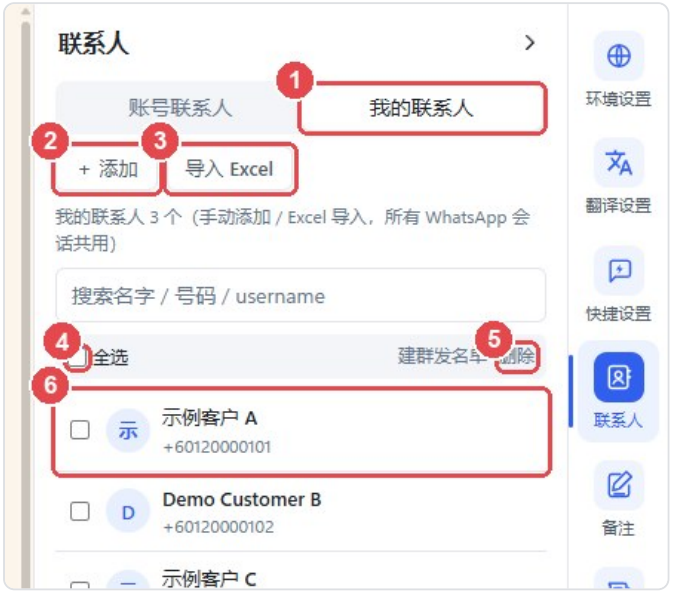
Contacts work with WhatsApp and Telegram. "Account contacts" are read automatically. "My contacts" are added by hand or from Excel. Messages, photos, videos, voice notes and files can be saved into the customer's notes (WhatsApp, Telegram, Messenger), with typed notes synced on Business/Enterprise. Keep local copies of saved chat clips and attachments.

账号联系人 / Account contacts



1. 点击右侧“联系人”。
   Click "Contacts" on the right bar.
2. 账号联系人：登录后自动读取。
   Account contacts: read automatically after sign-in.
3. 选择要查看的账号。
   Choose which account to view.
4. 同步：手动重新读取联系人。
   Sync: read the contacts again manually.
5. 搜索名字、号码或 username。
   Search by name, number or username.
6. 把勾选的联系人加入“我的联系人”。
   Add the selected contacts to "My contacts".
7. 用勾选的联系人建立群发名单。
   Create a recipient list from the selected contacts.

我的联系人 / My contacts



1. 切换到“我的联系人”。
   Switch to "My contacts".
2. 添加：手动新增一位联系人。
   Add: create a contact by hand.
3. 导入 Excel：批量导入联系人。
   Import Excel: add many contacts at once.
4. 全选。
   Select all.
5. 删除勾选的联系人（会要求确认）。
   Delete the selected contacts (asks for confirmation).
6. 联系人列表：显示名字和号码 / username。
   Contact list: shows name and number / username.

客户备注 / Customer notes



1. 点击右侧“备注”。
   Click "Notes" on the right bar.
2. 显示当前账号和当前客户。
   Shows the current account and customer.
3. 先在聊天中打开一位客户，再填写备注；切换客户会自动显示对应备注。
   Open a customer chat first, then write the note. Switching customers shows their own note.

保存聊天到备注 / Save chat items to notes



1. 在聊天里右键要保存的消息、图片、影片、语音或文件，影片不用先播放。相册里只保存你右键的那一个；在全屏播放画面里右键也能保存。
   In a chat, right-click the message, photo, video, voice note or file to keep. No need to play a video first. In an album only the one you right-click is saved; you can also right-click in the full-screen player.
2. 点蓝色“保存...到备注”按钮。Messenger 这类保留普通右键菜单的平台，在黑猫的右键菜单里选“保存到备注”。
   Click the blue "Save ... to notes" button. On platforms that keep the normal right-click menu (such as Messenger), choose "Save to notes" in 黑猫's menu.
3. 平台自己的菜单照常可用。影片和文件在后台下载，完成后自动存进备注，会提示“已保存到备注”。
   The platform's own menu still works. Videos and files download in the background and go into notes when done; you will see "Saved to notes".

已保存的消息 / Saved items



1. “备注”下方的“已保存的消息”：最新的在上面，显示发送者和时间。
   "Saved items" under Notes: newest first, with the sender and time.
2. 每一项都可以写自己的备注，停止输入后自动保存。
   Write your own note on any item; it saves when you stop typing.
3. 影片和语音直接在这里播放；点图片或文件会用电脑打开。
   Play videos and voice notes right here; click a photo or file to open it on the computer.
4. 删除只删除本机保存的这一项，不影响聊天。
   Delete removes only this saved copy on the computer, not the chat.

提示 Tip 同名客户不能当作同一个人。电话号码或 username 才是唯一标识。
Customers with the same name are not the same person. The phone number or username is the unique ID.

06 群发消息
Bulk messages

群发支持 WhatsApp 和 Telegram。流程：准备文案 → 准备名单 → 新建任务并选择发送账号。
Bulk messages work with WhatsApp and Telegram. The flow: prepare a template, prepare a list, then create a task and choose sending accounts.

文案库 / Templates



1. 切换到“文案库”。
   Switch to "Templates".
2. 新建文案：可以加照片、视频和文件，文字里用 @变量名 插入名单中的变量。
   New template: add photos, videos and files. Use @variable in the text to insert list values.
3. 文案按分组保存，可编辑或删除。
   Templates are saved in groups and can be edited or deleted.

名单库 / Lists



1. 切换到“名单库”。
   Switch to "Lists".
2. 下载模板：第 1 列号码 / username，第 2 列起是变量。
   Download template: column 1 is number / username, columns 2+ are variables.
3. 手动输入：直接新建名单。
   Manual entry: create a list directly.
4. 导入 Excel：把表格存成名单。
   Import Excel: save a spreadsheet as a list.
5. 已保存的名单可查看 / 编辑、重命名、导出 Excel 或删除。
   Saved lists can be viewed / edited, renamed, exported to Excel or deleted.

新建群发任务 / New bulk task



1. 任务名称。
   Task name.
2. 选择文案。
   Choose a template.
3. 选择名单。
   Choose a list.
4. 预览第一位收件人收到的内容，检查变量是否正确。
   Preview what the first recipient receives and check the variables.
5. 勾选发送账号（只能选已登录账号）；选多个账号会平均分配。
   Tick the sending accounts (signed-in only). Several accounts share the list evenly.
6. 可勾选每个账号的消息间隔（1 秒 - 5 小时）。
   Optionally set a message interval per account (1 second - 5 hours).
7. 核对后点击“开始群发”。
   Check everything, then click "Start sending".

任务列表 / Task list



1. 点击右侧“群发消息”。
   Click "Bulk messages" on the right bar.
2. 群发任务：查看所有任务和进度。
   Tasks: see every task and its progress.
3. 文案库。
   Templates.
4. 名单库。
   Lists.
5. 新建任务。
   New task.
6. 任务卡片显示成功 / 失败 / 剩余数量，可暂停、继续或停止。
   Task cards show sent / failed / remaining and can be paused, resumed or stopped.

任务详情 / Task details



1. 任务进度；可导出结果或删除任务。
   Task progress. Export results or delete the task.
2. 每位收件人的状态。失败项可以重试；状态不确定时先到聊天里核对，避免重复发送。
   Status for each recipient. Failed items can be retried. If a status is unclear, check the chat first to avoid sending twice.

提示 Tip 只发给愿意接收的客户，并遵守各平台规则；发送太频繁可能导致账号被限制。
Only message customers who want to hear from you and follow each platform's rules. Sending too often can get an account restricted.

07 知识库与 AI 自动回复

Knowledge base and AI auto-reply

Sonnet 负责学习资料，Haiku 负责生成回复。未新建平台会话也可从右侧AI回复进入知识库；账号的自动回复设置需先新建并选中账号。每个账号选一个知识库，多个账号可以共用。

Sonnet learns your material and Haiku writes replies. Knowledge is accessible before adding a platform session; account AI settings require a selected account. Each account uses one knowledge base, and accounts can share one.

新建知识库 / Create a knowledge base



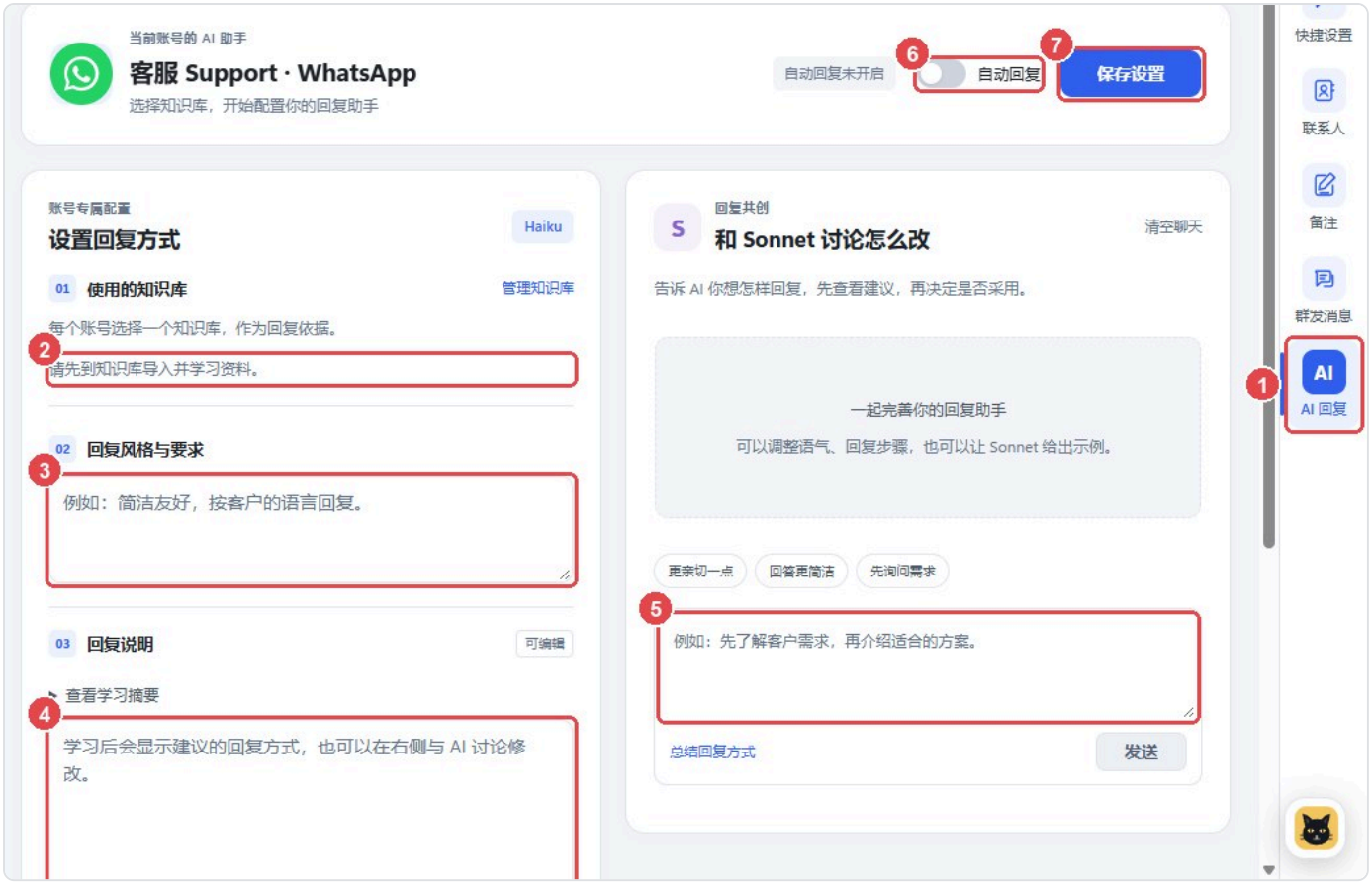
1. 输入知识库名称。
   Enter a knowledge base name.
2. 点击“新建知识库”。
   Click "New knowledge base".

添加学习资料 / Add learning material



1. 选择一个知识库。
   Select a knowledge base.
2. 添加来源：文字、URL、文件、媒体、Google Sheet 或 API。
   Add sources: text, URL, file, media, Google Sheet or API.
3. 文件：支持 PDF、Excel、Word、图片、音频、视频等（每份最多 25 MB）。
   File: PDF, Excel, Word, images, audio, video and more (up to 25 MB each).
4. “学习新增资料”：只学习新增、更新或失败的来源，不重复扣费。
   "Learn new sources": learns only new, updated or failed sources, so nothing is billed twice.

设置回复方式 / Configure replies



1. 在账号页面点击右侧“AI 回复”。
   With an account open, click "AI replies" on the right bar.
2. 选择这个账号使用的知识库。
   Choose the knowledge base this account uses.
3. 回复风格与要求，例如：简洁友好，按客户的语言回复。
   Tone and instructions, for example: short and friendly, reply in the customer's language.
4. 回复说明：学习后自动生成，可以直接修改。
   Reply guide: generated after learning, and you can edit it.
5. 和 Sonnet 讨论怎么改：说出要求，采纳后再保存。
   Discuss changes with Sonnet: describe what you want, adopt the draft, then save.
6. 打开“自动回复”开关。
   Turn on "Auto reply".
7. 点击“保存设置”后才会生效。
   Click "Save settings" for it to take effect.

回复节奏与测试 / Reply timing and testing



1. 等待客户补充消息的秒数（客户连续发几条时合并回复）。
   Seconds to wait for follow-up messages (several messages get one reply).
2. 每日自动回复上限。
   Daily auto-reply limit.
3. 输入客户可能问的问题。
   Type a question a customer might ask.
4. 测试 AI 回复：只预览，不会发给客户。
   Test AI reply: preview only, nothing is sent to customers.

模型与连接设置 / Model and connection settings



1. Claude API Key 在 设置 → API Key 中填写，点这里直接跳过去。
   The Claude API key is set under Settings → API Key. Click here to go there.
2. 音频 / 视频学习需要另外设置转写服务。
   Learning from audio / video needs a transcription service set up here.

> **提示 Tip** AI 只回复开启后新收到的文字私聊；资料不足时会转人工。价格或活动变更后，请更新资料并重新学习。
> AI only replies to new private text messages received after it is turned on, and hands over to a person when information is missing. Update and re-learn your sources when prices or offers change.

08 软件设置与本地备份

App settings and local backup

点击左下角齿轮打开软件设置。

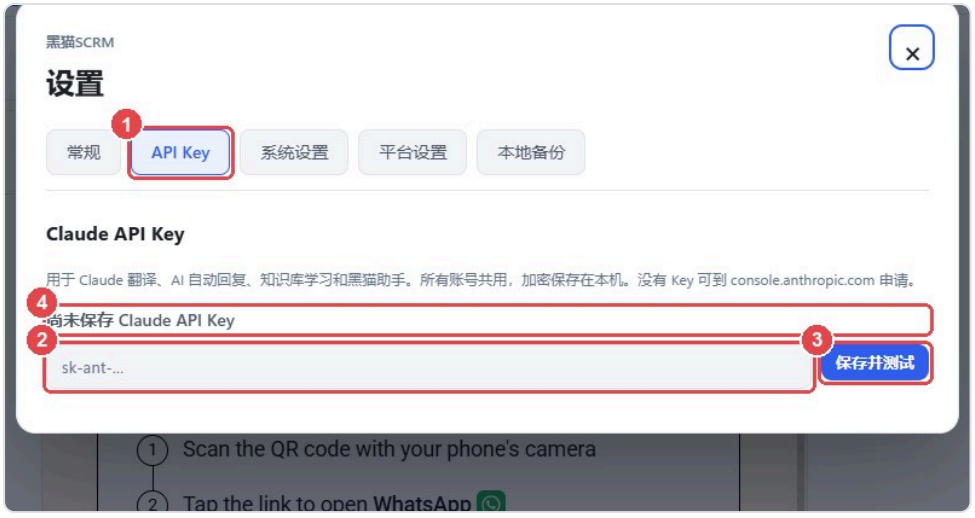
Click the gear at bottom left to open app settings.

常规 / General



1. 常规。
   General.
2. 界面语言：简体中文 / English。
   Interface language: Simplified Chinese / English.
3. 明亮主题。
   Light theme.
4. 暗黑主题（也可以选“跟随系统”）。
   Dark theme (or choose "Follow system").
5. 所有账号保持在线：关闭可省内存；开启 AI 或备份的账号仍会保持在线。
   Keep all accounts online: turn off to save memory. Accounts using AI or backup stay online.

API Key / API Key



1. 左下角齿轮 → 设置 → API Key。
   Gear at bottom left → Settings → API Key.
2. 粘贴 Claude API Key。
   Paste the Claude API key.
3. 保存并测试。已保存后可以在这里更换，或点“删除已保存的 Key”。
   Save and test. Once saved you can replace it here, or click "Delete the saved key".
4. 当前状态：显示已保存 Key 的末 4 位。
   Current status: shows the last 4 characters of the saved key.

系统设置 / System settings



1. 系统设置。
   System settings.
2. 系统消息提示：新消息和回应在屏幕右下角弹出提示，最多 3 个叠放，最新的在上面，7 秒后消失；点一下打开该账号。（WhatsApp 使用它自己的 Windows 通知。）
   System notifications: new messages and reactions pop up at the bottom right, up to 3 stacked with the newest on top, fading after 7 s; click one to open that account. (WhatsApp uses its own Windows notifications.)
3. 系统消息提示声音：新消息铃声总开关。
   Notification sounds: the master switch for message sounds.
4. 消息铃声：所有账号默认的铃声，9 种可选（经典、叮咚、铃铛、水滴、木琴、泡泡、柔和、嘀嘀、上扬），点“试听”预览。
   Message sound: the default sound for all accounts, one of 9 (Classic, Ding-dong, Bell, Drop, Marimba, Pop, Soft, Double beep, Rising). Click "Preview" to hear it.
5. 提示显示消息内容：弹窗显示发送者和消息开头；关闭后只显示“收到新消息”。锁屏时也会显示，注意隐私。
   Show message preview: popups show the sender and the start of the message; when off they only say "New message". Previews also show on the lock screen.
6. 页面缩放。
   Page zoom.

平台设置 / Platforms



1. 平台设置。
   Platforms.
2. 打开或关闭平台入口，用箭头调整顺序。
   Show or hide each platform and change the order with the arrows.

本地备份 • Starter / Pro / Local backup · Starter / Pro



1. 选择备份文件夹。
   Choose a backup folder.
2. 启用本地聊天归档。
   Enable the local chat archive.
3. 每小时自动备份。
   Back up every hour.
4. 停止操作多久后才备份（1-30 分钟）：自动备份等你停止操作满这段时间才开始。
   Back up after you stop for (1-30 min): automatic backups wait until you have been idle that long.
5. 立即备份。
   Back up now.
6. 查看备份对话：按账号和客户浏览、搜索。
   View backed-up chats: browse and search by account and customer.
7. 打开账号备份文件（.blackcat），在新电脑上查看。
   Open an account backup file (.blackcat) to view it on a new computer.

提示 Tip 有未读消息的对话会先跳过，等你看过后下一轮再备份，客户那边不会出现你没看过的“已读”。备份只包含软件实际读取到的记录和已下载的附件。重要资料请同时保留平台官方导出，并把 .blackcat 文件复制到另一块硬盘。
Chats with unread messages are skipped until you have read them, so customers never see a "read" you did not do. Backups include only what the app could read and attachments that were downloaded. Keep the platform's official export too, and copy .blackcat files to another drive.

09 云端备份与工作资料同步

Cloud backup and workspace sync

Business 包含 100 GB，Enterprise 包含 500 GB，同一黑猫客户账号的电脑共用容量。聊天以云端为主；联系人、群发名单和文案、已学习知识库与源文件、回复说明和文字备注逐项同步。

Business includes 100 GB and Enterprise 500 GB, shared across that BlackCat customer's computers. Chats are cloud-first. Contacts, recipient lists, templates, learned knowledge and sources, reply instructions and typed notes sync by item.

云备份：聊天记录与工作资料 / Cloud backup: chats and workspace data



1. 左下角设置 → 云备份，查看配套容量与连接状态。
   Open Settings → Cloud backup to check plan storage and connection status.
2. 开启自动保存软件可读取的聊天；照片及影片按需读取。
   Enable automatic capture of readable chats; photos and videos load on demand.
3. 查看云端聊天记录：按账号和客户浏览，不用下载全部历史。
   View cloud chats: browse by account and customer without downloading all history.
4. 补存可读取历史用于补充旧消息；扫描时可点击停止扫描。
   Collect readable history adds older messages. Use Stop scan while scanning.

工作资料自动同步 / Automatic workspace sync



1. 开启自动同步工作资料；数量和最后同步时间显示在下方。
   Enable workspace sync; item counts and the last sync time appear below.

2. 需要时点击立即同步资料。新电脑安装最新版并登录同一黑猫账号后自动加载，不用恢复点、导入或重开软件。
   Use Sync workspace now when needed. On a new computer, install the latest version and sign into the same BlackCat account. No recovery points, imports or restarts.

提示 Tip 离线修改联网后补传，删除也会同步。同一项目以最后成功同步的修改为准。重新登录同一号码或username后，云端历史归回正常账号。平台登录和API密钥不上传，新电脑AI自动回复需自行开启，群发任务不会自动执行。R2试用有全体客户共享的总量保护，先达到保护上限时会暂停上传并保留待传内容。
Offline edits upload later; deletions sync too. For the same item, the last successfully synced edit wins. Signing back into the same number or username returns its cloud history to active accounts. Platform logins and API keys are excluded. Enable AI replies on each computer yourself; bulk jobs never start automatically. Shared R2 trial safety limits can pause uploads earlier than your plan allowance; pending data is retained.

10 黑猫助手
Black Cat assistant

黑猫助手可以回答用法问题、直接帮你修改设置，也能读取聊天并建议回复：说“读取当前聊天，建议怎么回复”，它会看懂文字、群组成员和最新的照片，给 2-3 条建议回复卡片；“填入输入框”只放进输入框，由你确认后发送。

The Black Cat assistant answers how-to questions, changes settings for you, and can read a chat and suggest replies: say "Read this chat and suggest replies" and it reads the text, group members and the latest photos, then offers 2-3 reply cards. "Fill in" only puts the text in the typing box; you check it and send.

使用黑猫助手 / Using the assistant



1. 点击右下角黑猫打开助手。
   Click the cat at bottom right to open the assistant.
2. “可直接操作的功能”列出助手能帮你做的事。
   "Available actions" lists what the assistant can do for you.
3. 输入问题或指令，例如“教我设置 AI 回复”或“切换暗黑模式”。
   Type a question or instruction, for example "how do I set up AI replies" or "switch to dark mode".
4. 发送。问用法时，回答下方会附上带编号截图的图文教程；发送消息、删除、开启 AI 等操作会先显示确认卡。
   Send. How-to answers include illustrated steps with numbered screenshots. Sending messages, deleting or turning on AI shows a confirmation card first.

提示 Tip 请提供账号名、平台、客户名和具体要求。不要在聊天中粘贴 API Key。
Give the account name, platform, customer name and what you want. Never paste an API key into the chat.