



FTX 417 Note-book
User's Guide

A

Operating Systems for
FTX / CCX Terminals
Installation Manual

B

TE/DR-DOS 5.0

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1.1 Preface

DR DOS is a disk operating system (DOS) designed to be used with T FTX 417 terminals.

ViewMAX is an icon-based graphical user interface (GUI) - a set of features that offer an alternative representation of the DR DOS operating system. An example of an interface is the wristwatch you are wearing. Its interface is either analog (hour hand and minute hand) or digital (a numerical readout). Both interfaces tell you what time it is, but they require different mental processes for reading the time and different mechanical actions for setting the time.

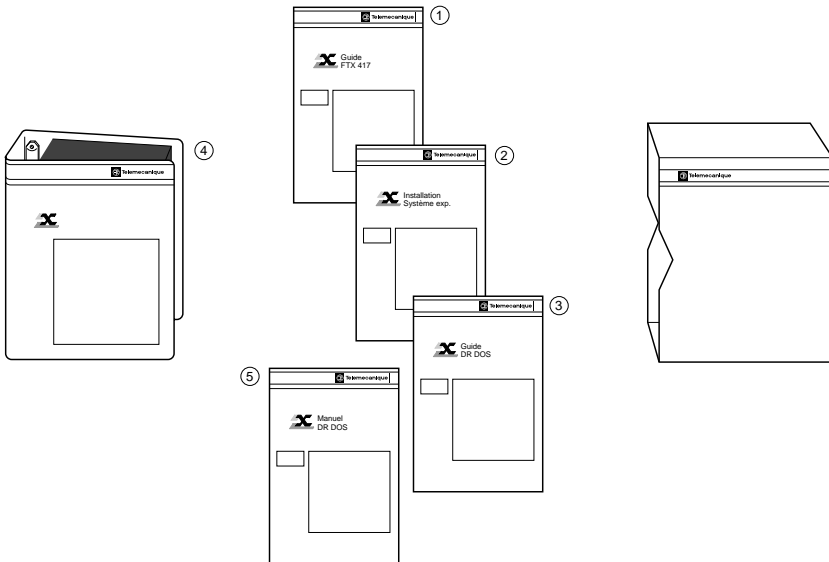
Similarly, you can perform all the basic file operations using the command line or ViewMAX, but ViewMAX provides an easier way of accessing the most-used commands.

1.2 Documentation Presentation

The complete set of documentation required for installing, setting up and operating FTX 417 terminals with DR DOS operating system is as follows:

- Document supplied with terminal:
 - ① **FTX User's Guide**: this guide describes the physical aspect of the terminal, set up and maintenance, and the use of utility programs.
 - ② **Operating Systems Installation Manual**: this manual provides instructions for installing or reinstalling DR DOS and/or OS/2. The operating systems manage the micro-computer's data resources and the application software.
- Documentation supplied with DR DOS operating system:
 - ③ **DR DOS 5.0 User's Guide**; this guide presents the ViewMAX graphics interface which simplifies access to common commands. It also describes the text file editor and error messages generated by DR DOS. A glossary is included.
 - ④ **A5 ringbinder** with contents dividers to hold documents ①, ② and ③.
- To be ordered separately:
 - ⑤ **User's Manual**: this manual is designed for those who wish to improve their knowledge of DR DOS. It contains more detailed information about DR DOS commands and their specific uses.

It is not necessary to be familiar with the contents of this manual in order to use the FTX 417 terminal with Telemecanique application software.



1.3 How to use this guide

If you are familiar with graphics applications and mouse techniques, you might like to read Chapter 1 to get started, then skip to Chapter 6 onwards for descriptions of what ViewMAX can do for you.

If you are using a graphics application for the first time, this guide helps you every step of the way. Simply read each chapter and follow the instructions. You'll be productive almost immediately and will soon master ViewMAX.

1.4 Assumptions and Conventions

Unless otherwise stated, the examples in this guide assume your computer has one diskette drive (drive A:) and a hard disk drive (drive C:). The word disk is used generically to describe both kinds of drive.



You can use the keyboard or the mouse to move around the ViewMAX screen and to display dialogs and menus. Mouse is used generically to refer to the pointing device attached to your computer.



To make things clearer, the keyboard symbol appears next to instructions for the keyboard, and the mouse symbol appears in the margin next to instructions for the mouse when the techniques for each are quite separate.

ViewMax uses the terms *folders* to mean subdirectories.

Some ViewMAX commands, when they appear in menus, are followed by three dots. These dots indicate that a *dialog* appears when you choose the command. ViewMAX uses dialogs to communicate interactively with you: they provide or request information.

You will notice that some words that appear on screen have underlined letters, such as File and Options. Wherever you see underlined letters you can select the option they label by pressing the **Alt** key and the underlined letter at the same time. To choose the File menu, therefore, you press **Alt+F** together.

The symbol ↵ represents the **Enter** key, which is sometimes also called the **Return** key.

1.5 Starting ViewMAX

How you start ViewMAX depends on whether you've installed it on a hard disk or on diskettes. Instructions for starting from either type of installation follow. Refer to the *DR DOS User Guide* if you want more information on the installation procedure.

1.5-1 Starting from a hard disk

Assuming your hard disk is drive C:, type the following command at your operating system prompt :

```
C>Viewmax ↵
```

(↵ represents the **Enter** or **Return** key)

When ViewMAX appears on your screen, you're ready to start work.

1.5-2 Starting from diskettes

Insert your VIEWMAX diskette in drive A:. Type this command when your operating system's prompt is displayed:

```
A>Viewmax
```



You see an hourglass icon on your screen, telling you your computer is busy completing your instructions.

In a few moments, ViewMAX appears.

Remove your VIEWMAX diskette from drive A: and set it aside.

1.5-3 Starting ViewMAX automatically (hard disk systems only)

During DR DOS installation, you are asked whether you would like ViewMAX to be loaded automatically when the computer is switched on (or rebooted). If you answer YES to this question, ViewMAX will appear every time you reset the computer or switch it on. This setting can be changed at any time using the SETUP utility of DR DOS.

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2 ***Getting acquainted***

THIS chapter acquaints you with some basic operations of ViewMAX. It's written as a tutorial with accompanying illustrations. Be aware that your screen might look a little different from the illustrations because ViewMAX is tailored to your specific machine.

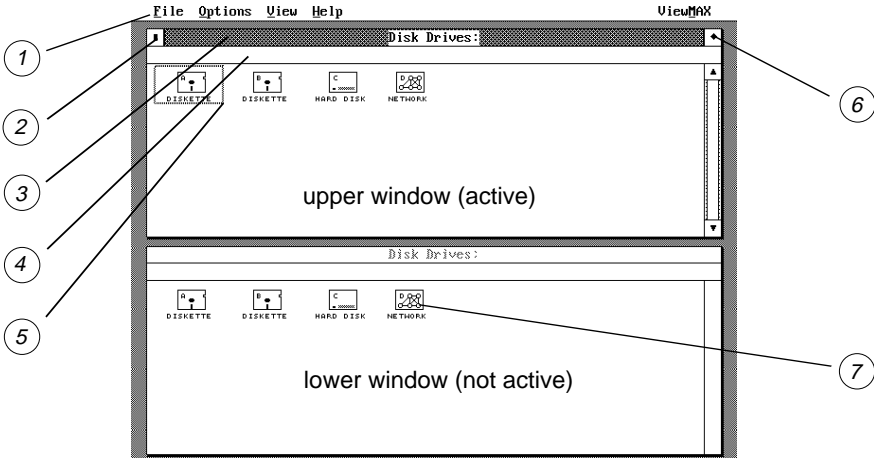
To complete the tutorial exercises, you'll need a diskette. It should contain at least one but no more than 15 items (files); it should not contain any folders (subdirectories). The diskette you use doesn't have to meet these requirements but the instructions will be easier to understand if it does.

2.1 Starting ViewMAX

In Chapter 1, you learned that there are several ways of starting ViewMAX. Refer back to that chapter if you need help with getting started.

When ViewMAX first appears, it looks similar to the following illustration. We've labeled the components you need to know about for the tutorial. You'll learn more about these and other components in later chapters.

Note the two *windows* that take up most of the screen. At the moment, the display in both windows is identical: you see icons representing the disk drives on your computer.



- | | |
|--------------------|--------------------|
| ① menu bar | ⑤ gray rectangle |
| ② close box | ⑥ resizing box |
| ③ title bar | ⑦ disk drive icons |
| ④ information line | |

ViewMAX automatically detects whether a drive is present and displays an icon. In addition to physical drives, any substituted or network drives are also shown.

2.2 Keyboard and mouse techniques



To display menus and choose commands, you use combinations of the **Alt** key and other letters (shown as **Alt+F** for example), and the **Enter** key (↵) and to move around ViewMAX, you use your cursor keys (←, →, ↑ and ↓). You'll be using these techniques in the next few pages.



If you have a mouse, you can use that too; you will move a pointer, around the screen as you move the mouse on your desk. To move the mouse without moving the **pointer** lift it up before using it. (If you haven't configured ViewMAX to use a mouse, the pointer won't appear.)

Note



If your mouse has more than one button (most do), use only the button on the left. ViewMAX does not respond to the other buttons.



DISKETTE



HARD DISK

Look at the opening display. You will see that the first icon in the upper window has a gray rectangle around it. Use your cursor keys to move the gray rectangle from icon to icon. The gray rectangle must appear around an icon in order for you to be able to highlight and select it.

2.3 Mouse techniques

Drag means press and hold down the mouse button while you move the mouse. When you drag, you draw a *rubber rectangle* on screen that expands and contracts as you move the pointer. If you draw a rubber rectangle that touches or surrounds several items, the items are highlighted when you release the mouse button. Rubber rectangles are always drawn from upper left to lower right.

Shift-clicking is another way of selecting several items at once, and is useful if you want to select items that are scattered throughout a window. To shift-click, click on the first item then hold down the **Shift** key while clicking on the rest of the items you want to select.

To *de-select* all of the items you selected, click in an open area of the window, and to de-select individual items, shift-click on them.

2.4 Displaying menus

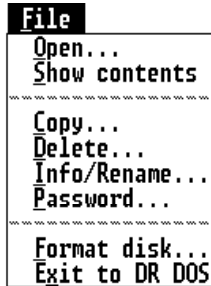
ViewMAX menus contain commands that you choose in order to do things in ViewMAX.

Look at the menu bar that runs along the top of your screen. You will notice that each menu title has one letter underlined:

File, Options, View, Help, and ViewMAX.

If you are using the keyboard, press **Alt +F**. If you are using the mouse, move the pointer up to the left corner of the ViewMAX screen and touch the word File.

The **F**ile menu drops down below the menu bar.



Each line in a menu is a command. Some commands are *dimmed* or *grayed out*. You cannot choose these dimmed commands because they are inappropriate for what you are doing at the time. For example, if no icons are selected when you display the **F**ile menu, the **D**eleate command is dimmed because ViewMAX doesn't know what you want to delete.



If you're using the keyboard, you can use **Alt**+underlined letter to display the other menus, or, if a menu is already displayed, you can use the left and right cursor keys to pull down the adjacent menus. Press **Esc** to clear the menu from your screen.



If you're using the mouse, slide the pointer along the menu bar. When it touches the other menu titles their respective menus drop down. If you prefer, menus will only drop down when you've clicked on the menu title. This operation is set in **P**references in the **O**ptions menu. See Chapter 8 for more details. Move the pointer to a blank area of the ViewMAX screen and click. The last menu you displayed disappears.

2.5 Activating a window

Your screen has two windows in it - an upper window and a lower window. Only one of them can be active at any given time. A window must be active for you to be able to scroll through the items in it and select them.



You can tell which window is active because it has a highlighted title bar, and there is a gray rectangle around the first item in the window. Press the **Tab** key and note how the title bar in the upper window becomes alternately highlighted and grayed out.



If you are using the mouse, you can make a window active by clicking on it.

2.6 Tutorial

In this tutorial, we'll introduce you to some of the basic ViewMAX operations. More detailed information is to be found in the relevant chapters later on in this guide.

Before you begin, check that:

- Your diskette is **not** write-protected.
- You have inserted your diskette into drive A: and closed the drive door.
- ViewMAX is displayed on your screen with the disk drives available displayed as icons in both the upper and lower windows.

The instructions for using the tutorial are presented in two ways:

- For keyboard users of ViewMAX.
- For mouse users.

2.7 Tutorial for keyboard users

Creating a new folder

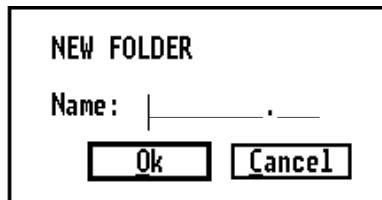


Make the lower window active by pressing the **Tab** key. The title bar will become highlighted and a gray rectangle will appear around the icon representing drive A:.

Press **Enter** to open drive A:. You will see all of the files on your diskette represented as icons with their names underneath.

The gray rectangle is already surrounding the New Folder icon, so press **Enter** to open it.

The following dialog appears:



Notice that the Name: line has a text cursor on it (|). Type in the word TUTORIAL and notice how the cursor stays to the right of the letters you are typing. If you make a mistake press **Backspace** to delete the incorrect letters. Press **Alt+O** to accept the OK button.

Look at the lower window again. In addition to a new New Folder icon, you will see an icon for the folder you just created: TUTORIAL.

Copying a file

You are going to copy a file into the new folder you just made, so you need to have that folder open.

Note

When you use the keyboard, the copy command always copies from one window to the other, so you need to have one window displaying the file to copy and the other window displaying the destination for the copy. Press **Tab** to make the upper window active. The gray rectangle is already surrounding the disk drive you want (drive A:) so press **Enter** to open that disk drive. Your upper and lower screens are now identical to one another.

You need to open your new folder (TUTORIAL) so that your chosen file can be copied into it, so move the gray rectangle over the TUTORIAL icon and press **Enter** to open it.

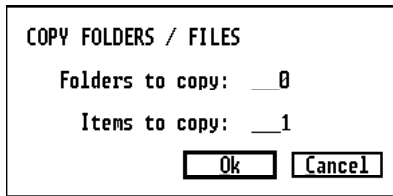


The upper window's title bar changes from A:*. * to read A:\TUTORIAL*. * and the window has only a New Folder icon in it. You have finished preparing your copy's destination.



Press **Tab** to make the lower window active, and use the cursor keys to move the gray rectangle around the icon you want to copy. Choose an icon like either of those illustrated.

Press the **Spacebar** to select it, then press **Alt+F** to display the File menu. Press **C** for the Copy command, and you see the following dialog:



This shows you that no folders and one item will be copied. Press **Alt+O** to select OK. Now look at the upper window - the file you chose appears beside the New Folder icon.

D
2

Renaming a file

You are going to rename the file you just copied into the TUTORIAL folder, so press **Tab** to make the upper window active. Use the cursor keys to move the gray rectangle over the file and press the **Spacebar** to select it. Press **Alt+F** to display the File menu, then press **I** for the Info/Rename command. You see the following dialog:

FILE INFORMATION / RENAME

Name:

Size in bytes:

Last modified: 04-MAR-90 21:41

Attributes: Read/Write Read-Only

The name of the file you selected appears, together with its size and date and time it was last changed. The text cursor (|) appears at the end of the file's name. Press the **Backspace** key to delete it one character at a time, or press **Ctrl+Backspace** to erase it completely, then type in EXAMPLE.XXX. Then press **Alt + O** to select the OK button. The file you just renamed EXAMPLE.XXX should appear in the upper window.

Deleting a file



With the gray rectangle over the file called EXAMPLE.XXX, press the **Spacebar** to select it. Press **Alt+F** for the File menu, then press **D** for the Delete command. You will see the following dialog:

DELETE FOLDERS / FILES

Folders to delete:

Items to delete:

Press **Alt+O** to select OK, and your chosen file is deleted.

Going back to the original display

Press **Alt+F4** twice to display the disk drive icons in the upper window. Each time you press **Alt+F4**, the active window displays the previous folder that you opened. If there are no previous folders, the disk drive icons are displayed. Press **Tab** to make the lower window active and press **Alt+F4** until disk drives are displayed in that window too.

Leaving ViewMAX

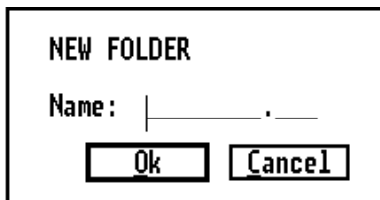
Press **Alt+F** to display the File menu, then press **X** for the command Exit to DR DOS.

2.8 Tutorial for mouse users

Creating a new folder



Double click (press and release the left mouse button twice in quick succession) on the icon representing drive A: in the upper window. You will see a New Folder icon with the gray rectangle around it and all of your files displayed as icons with their names underneath. Double click on the New Folder icon. The following dialog appears:



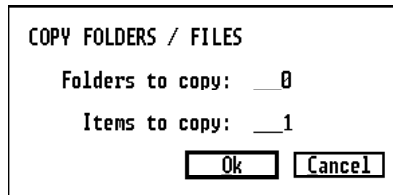
Notice that the Name: line has a text cursor on it (|). Type in the word **LESSON** and notice how the cursor stays to the right of the letters you are typing. If you make a mistake, press **Backspace** to delete the incorrect letters.

Click on the **OK** button. Look at the lower window again. Notice that your new folder, labeled **LESSON**, has appeared in the upper window next to a New Folder icon.

Copying a file



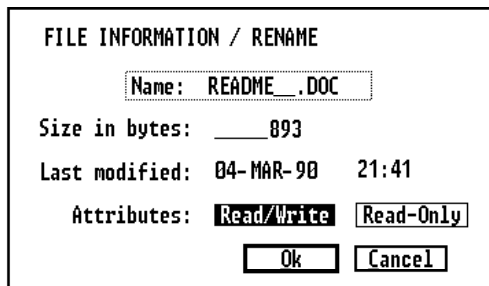
You are going to copy a file into your new folder LESSON. Choose a file to copy from the upper window. Move the mouse pointer to the centre of the icon, click on it and hold down the mouse button. (If you double click by accident, don't worry, select the Cancel button on any dialog that appears and try again.) The mouse pointer changes to a hand. With the button still pressed down, move the mouse hand until it is on top of the LESSON folder, then release the mouse button. The following dialog appears:



This shows that you are about to copy no folders and one item. Click on the OK button. Now double click on the LESSON icon to open it. You will see the icon you just copied inside it.

Renaming a file

Click on the icon representing the file you just copied to highlight it. You are going to rename it. Move the mouse pointer up to the word File and touch it - the File menu will drop down. Move the mouse pointer down the list of commands until Info/Rename is highlighted, then click once on that command. The following dialog appears:

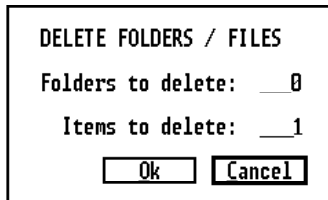


The name of the file you selected appears, together with its size and time and date it was last changed. The text cursor (I) appears at the end of the file's name. Press the **Backspace** key to delete it one character at a time, or press **Ctrl+Backspace** to delete it all at once, and type in TESTFILE.XXX. Click on OK and you should see TESTFILE.XXX in the active window.

Deleting a file




Click on file TESTFILE.XXX to select it. Move the mouse pointer up to the File menu and click on the Delete command. You see the following dialog:



Click on OK. The file TESTFILE.XXX is deleted.

Going back to the original display

Click twice on the close box symbol  in the top left hand corner of the window. Note that each time you click on the close box, the active window displays the previous folder that you opened. If there is no previous folder, the disk drives are displayed.

Leaving ViewMAX

Pull down the File menu and click on the command Exit to DR DOS.

2.9 Summary of key combinations

This table summarises the keys you will use to move around the screen and select items in ViewMAX.

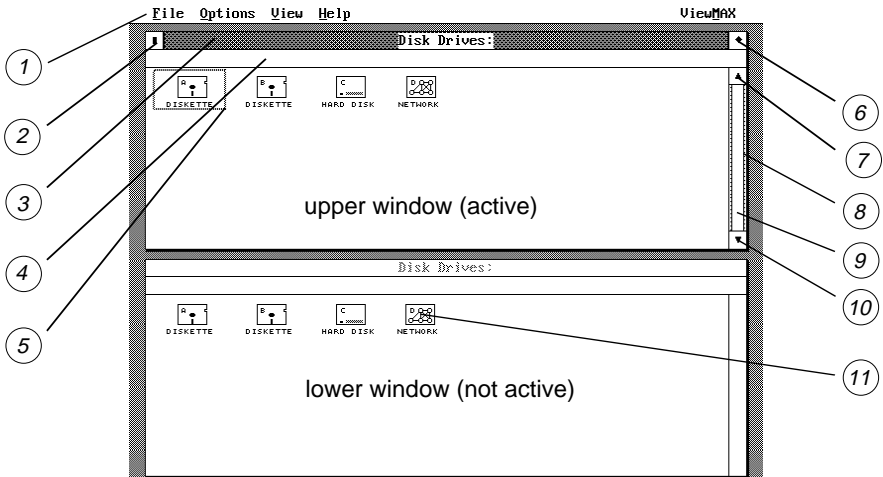
Note

The plus sign (+) means that you press both of the keys at the same time.

Key(s)	Result
Backtab (←) or Shift+Tab	Selects the previous window or previous dialog field
Tab (→)	Selects the next window or the next dialog field
Down arrow (↓)	Moves to the object below the current one
Up arrow (↑)	Moves to the object above the current one
Left arrow (←)	Moves to the object to the left of the current one
Right arrow (→)	Moves to the object to the right of the current one
Pg Up/Pg Dn	Scrolls the current window display up or down by one whole window
Ctrl+Pg Up/ Ctrl+Pg Dn/	Scrolls the current window display left and right by one whole window
Enter (↵)	Opens the current icon or closes and accepts the current dialog or accepts the default button
Spacebar	Highlights the current icon or dialog button
F1 (function key 1)	Displays the <u>H</u> elp menu
F5	Refreshes the active window
F10	Displays the ViewMAX menu
Alt+F4	Displays previous opened folder (or click on <input type="checkbox"/> in top left-hand corner of screen with the mouse)
Alt+F5	Resizes the active window; alternates between full-and half-screen size (or click on <input type="checkbox"/> in top right-hand corner of screen with mouse)
Esc	Cancels a currently displayed menu or selects the <u>C</u> ancel option in a dialog
Alt+underlined letter	Displays a menu, or selects an item within a menu or dialog
Backspace	Deletes previous character in a dialog's text field
Ctrl+Backspace	Clears a text field in a dialog

3 Windows

WHEN you first start ViewMAX, it displays two windows on your screen. The windows allow you to look inside things, such as a disk or a folder. Although they often contain different icons, the two windows are made up of the same components. The following illustration identifies the window components:



- | | |
|--------------------|---------------------|
| ① menu bar | ⑦ up scroll arrow |
| ② close box | ⑧ scroll bar |
| ③ title bar | ⑨ slider |
| ④ information line | ⑩ down scroll arrow |
| ⑤ gray rectangle | ⑪ disk drive icons |
| ⑥ resizing box | |

3.1 Active window

The window you are working in is the *active window*. Its title bar is highlighted and a gray rectangle surrounds the first icon in the window.

3.2 Title bar

Information in the *title bar* tells you, at a glance, which disk drive and folders you have open, if any.

The phrase «Disk Drives» in the title bar indicates that that window's icons represent your computer's disk drives drive A: is a diskette drive and drive C: is a hard disk drive. You may have other drives with names such as B: and D:, and if your computer is part of a network, you will also see network drive icons with their letters underneath.

If you have your practice diskette from the previous chapter in drive A: and you open that icon by moving the gray rectangle around it and then pressing **Enter**, or by double clicking on that icon with the mouse, the display in the window changes. The title bar now reads «A:*.*» to tell you the window is showing the contents of the root directory of drive A:.

The title bar will always show you which drive and which folder you are looking at in the active window.

3.3 Information line

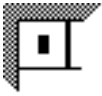
The information line is a summary of:

- The number of folders.
- The number of files currently represented in the active window.
- The way in which those files are sorted.
- The amount of disk space the files occupy.

The sort of display you might typically see is:

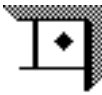
23 folders. 132,480 bytes in 29 files sorted by date.

3.4 Close box



Press **Alt+F4** or Click on the *close box* to go back to the previous folder you opened. If there is no previous folder, you see disk drive icons in the window.

3.5 Resizing box

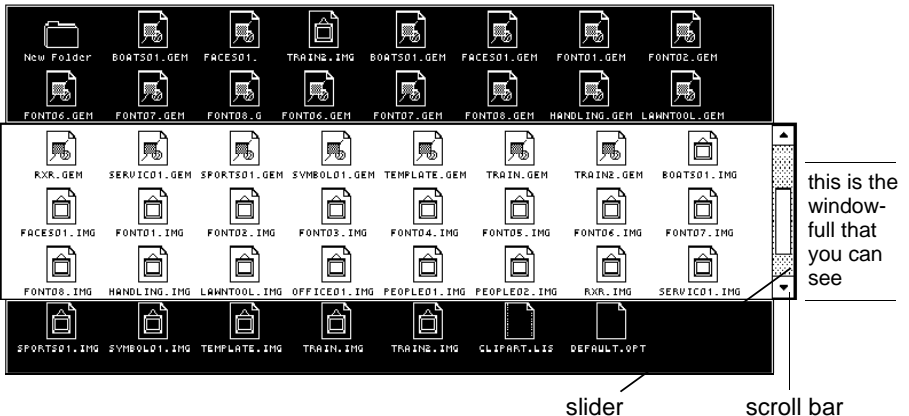


Your windows can be either normal or full size. A full size window fills the screen. Press **Alt+F5** or click on a window's *resizing box* to change from one size to the other.

Expanding a window to full size is useful if the disk or folder contains more icons than the window can show in normal size.

Scrolling and scroll components

Sometimes a window (even when expanded to full size) won't be able to display all of the icons the disk or folder contains. When this happens, use the **Pg Up** and **Pg Dn** keys to scroll through the window to see the other icons, or the *scroll bar, slider*, and the *scroll arrows* if you are using a mouse. The next illustration shows how the scroll bar represents the portion of the window that you can see:



D
3

Scroll bar and slider

The scroll bar and slider help you move around within a window when it contains more icons than can be displayed at one time. The slider also tells you something about the size of the disk or folder, and your current location within it.

If the slider extends the full length of the scroll bar, the window is showing you all of the icons in that particular disk or folder. You can't scroll the window in this case.

If the slider **doesn't** extend the full length of the scroll bar, the disk or folder contains more icons than are currently shown in the window. Use the up and down cursor keys (↓ and ↑) or drag the slider up or down the scroll bar to see the other icons. Drag the slider by clicking and holding down the mouse button on it, then moving the mouse. When you have moved the slider as far up or down as you want, release the mouse button.

If you press the **Pg Up** and **Pg Dn** keys, or click on the shaded portion of the scroll bar rather than dragging the slider, ViewMAX scrolls one full window of icons at a time. (Click above the slider to scroll up and below it to scroll down.)

The size of the slider in relation to the scroll bar tells you how much of the disk or folder is visible in the window. For example, if the slider extends half the length of the scroll bar, the window is showing you half the icons in the disk or folder.

The relative position of the slider inside the scroll bar indicates which part of the window's contents you are looking at. For example, if the slider is at the bottom of the scroll bar, you are at the bottom of the disk or folder.

Note

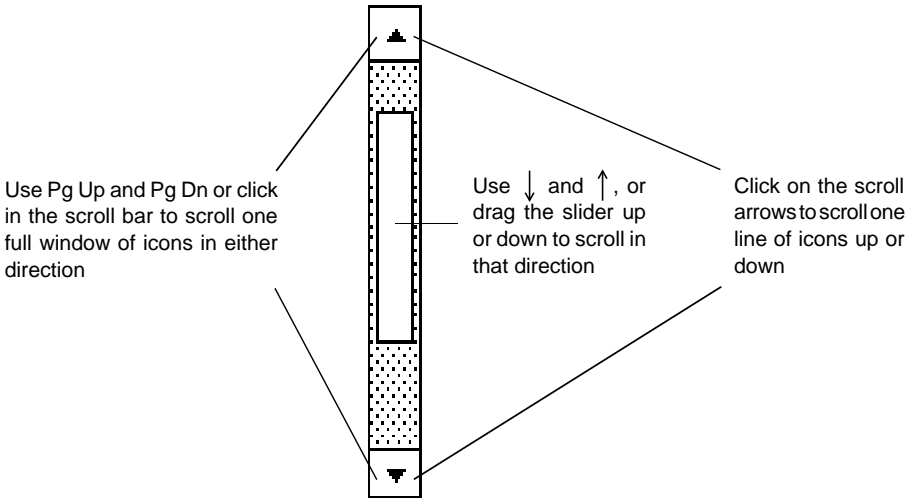
When there are two scroll bars, one along the right-hand edge of the window and one along the bottom edge of the window, use **Pg Up** and **Pg Dn** to scroll up and down, and **Ctrl+Pg Up** and **Ctrl+Pg Dn** to scroll left and right.

Scroll arrows

The *up arrow* is at the top of the scroll bar; the *down arrow* is at the bottom. Press the up and down cursor keys (↓ and ↑) or click on the up and down arrows to scroll one line of icons toward the top or bottom of the folder or disk.

Summary of scroll techniques

Here's a summary of how to use the window scroll components:



3.6 Other window operations

The following window operations are described in detail elsewhere in this guide:

View contents as ...

You can display disk and folder contents as icons, as a tree structure, or as text. Read the description of these options in Chapter 8, Menus and Commands.

View contents in a different order

Use the commands on the View menu to arrange the window contents in various ways. You can view the contents arranged by file name or type, file size, or the date the file was created or last modified. You can also choose to display only a subset of the files if you wish. The View menu is described in Chapter 8, Menus and Commands.

Save your windows

If you want your windows and their contents to appear a certain way each time you start ViewMAX, read about the Save configuration command under the Options Menu commands section in Chapter 8.

4 Folders

ViewMAX displays folders. You use the folders in much the same way you use them in a file cabinet. That is, you organize your information into different folders so you can locate it quickly and easily when you need it.

(If you are experienced with the DR DOS operating system, it will help you to know that folders are the same thing as subdirectories.)

When you first open a disk icon and the disk contains folders, you see the folders in the window. Until you open one of the folders, you are in the root directory of that disk. A disk does not have to contain folders, and it can contain files in the root directory.

4.1 Creating a new folder

Folders are represented on ViewMAX by an icon like the one shown here. You can open folders to display their contents, place files inside folders, remove them from folders, and much more.



The first item in every window is always a folder named «New Folder» (except when the window displays disk drives).

To create a new folder, select the New Folder icon by moving the gray rectangle around it and then pressing **Enter**, or by double-clicking on the icon. ViewMAX then displays the NEW FOLDER dialog so you can type the name of the folder you are creating.

As you type in the folder's name, it appears on the Name: line of the NEW FOLDER dialog. The folder's name can be up to eight characters long - you can also add a three-character folder type. The optional folder type follows the period (.) in the folder's name. Note that when you press . the text cursor moves to the right of the period on screen, ready for you to put in the three-character folder type.

After typing the folder's name, select the OK button. The dialog is removed from the screen and you see an icon for the new folder appear in the current window. Another New Folder icon replaces the one you just used, so you always have a new folder available.

Folders inside other folders

In the tutorial in Chapter 2, you learned how to create a new folder and copy a file into it. Sometimes, however, you might want to create a folder inside another.

This operation is quite straightforward. From the root directory of the drive you are working on:

1. Open the drive to show the folders and files that are present.
2. Move the gray rectangle over the New Folder icon and press Enter, or double-click on that icon with the mouse.
3. Type in the name you want for the folder and select the OK button.
4. When you see the folder with its new name appear in the window you are working in, open it by moving the gray rectangle over it and pressing Enter, or double-clicking on it with the mouse.
5. Repeat steps 2 and 3 to create a second new folder inside the first.

Note

If you create too many nested folders (folder a inside folder b inside folder c inside folder d and so on), ViewMAX displays a dialog letting you know that you cannot create any more. You probably won't ever see this dialog, however, since it is more efficient to have just one or two levels of nesting.

4.2 Copying folders

You cannot have two folders with the same name in the same place (that is, in the same root directory or the same parent folder). If you do try to copy a folder to the same place, ViewMAX asks you to enter a different name for the copy, and the following dialog appears:

FILE ALREADY EXISTS

Current name: PATTERNS .__

Copy's name: _____ .__

Ok Cancel Stop

Type in a new name for the copy, then select the **O**K button to accept it. Select the **C**ancel button to cancel copying the current folder (if you have chosen several folders to copy in one go, the remaining folders will still be copied). Select the **S**top button to halt the entire copy process.

If you copy one folder to another and the two have **different** names, ViewMAX copies the first folder **and** its contents into the destination.

If you copy one folder to another and the two have the **same** name, ViewMAX copies **only** the contents of the first folder into the second.

4.3 Placing files inside folders

Whenever you place a file inside a folder, you are actually placing a copy of that file in the folder; the original file stays where it is.

Look back at the section Copying a file in the tutorial in Chapter 2 to remind yourself how to put files inside folders. Remember to look at the appropriate section - there are instructions for mouse as well as keyboard users.

4.4 Deleting files from folders

Follow these steps to delete a file from a folder:

1. Open the folder containing the file you want to delete by moving the gray rectangle around the file and then pressing **E**nter, or by double-clicking on the file with the mouse.
2. Select the file you want to delete.
3. Choose the **D**elete command from the **F**ile menu.
4. Select the **O**K button to delete the file.

If you want to delete several files at once, you can select them by moving the gray rectangle over each in turn and pressing the **Spacebar**, then choosing the **D**el~~e~~te command, or, if you are using the mouse, you can click on the first file, hold down the **S**hift key and click in turn on the other files (called *shift-clicking*), then choose the **D**el~~e~~te command. Alternatively, you can draw a *rubber rectangle* around a group of files and then delete them. Refer back to the relevant tutorial section in Chapter 2 if you need to remind yourself how to use these techniques.

4.5 Deleting folders

Follow these steps to delete a folder:

1. Select the folder or folders you want to delete.
2. Choose the **D**el~~e~~te command from the **F**ile menu.
3. Select the **O**K button to delete the folders.

Note

When you delete a folder, you also delete all of the icons it contains, including other folders and their contents.

4.6 Renaming folders

Follow these steps to rename a folder:

1. Select the folder you want to rename.
2. Choose the **I**nf~~o~~/Rename command from the **F**ile menu.
3. When the FOLDER INFORMATION/RENAME dialog appears, press the **B**ackspace key to delete the old name one character at a time, or press **C**trl+**B**ackspace to delete the whole name in one go.
4. Type in the name of the new folder.
5. Select the **O**K button to give the folder the new name you just typed.

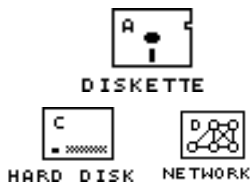
5 Icons

ICONS are pictures of items you use with ViewMAX. A different style of icon represents each of the following different types of items:

- Disk drives.
- Folders.
- Applications.
- Documents.

5.1 Disk drive and folder icons

Disk drive icons (like the ones shown on the left) are labeled with their corresponding drive identifier letters: A:, B:, C:, and so on.



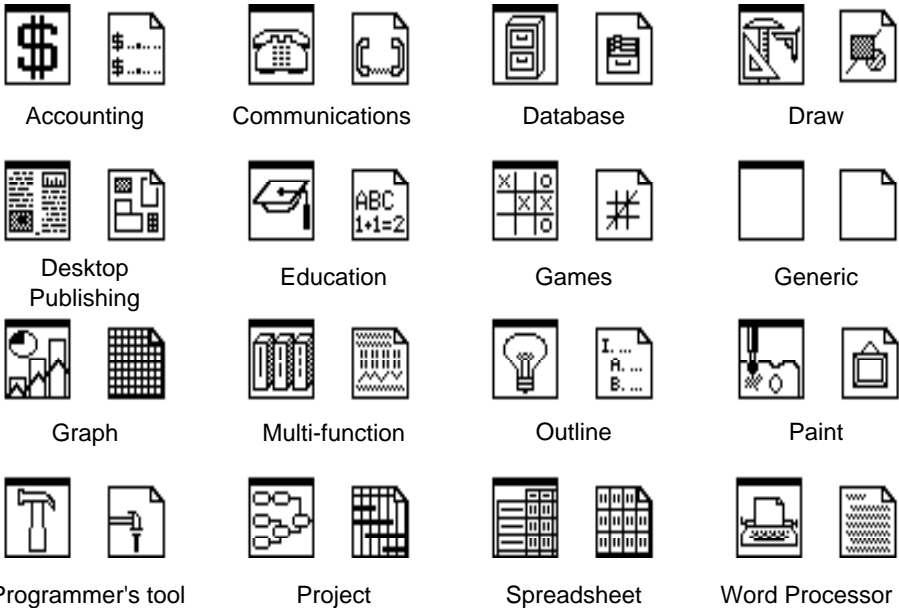
Folder icons are labeled with the folder name you provide when you create the folder. Folders always appear as the first icons in a window (unless the window displays disk drives). The folder's name appears in the window title bar when you open the folder. For more information about folders, see Chapter 4.

5.2 Application and document icons



Application and document icons are labeled with their name (up to eight characters) followed by a type identifier (up to three characters). The name and type are separated by a period (.).

The next figure shows a sample of the icon set that represents different types of applications and the documents they create. In each set, the icon on the left represents a type of application; the one on the right represents the document it creates.



Note the icons labeled «Generic» in the preceding figure. Unless you tell ViewMAX to use a different set of icons to represent an application and its documents, the generic icons are used. You can use the Configure application command (described in Chapter 6) to select a different set of icons to represent an application and its documents.



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6 Applications

APPLICATIONS are software programs you run on your computer to create and process information.

6.1 Application and document types

Both applications and documents have *names*. The name appears beneath the icon when it is displayed in a window. The name can contain up to eight characters.

Applications and documents can also have a *type*, which follows the name. The type can contain up to three characters. A period (.) separates the name and the type.

There are conventions for labeling applications and documents according to their type, so that you can easily identify them. Here are some examples:

EDITOR.EXE

The *name* of the icon is EDITOR and its *type* is EXE (indicating a DOS application). DOS applications also use types COM and BAT.

REVENU.GRF

The name of the icon is INCOME and its type is GRF; this is a graph-type document created with GEM Graph.

Applications are of the following types:

- BAT (batch files).
- COM (command files — DOS applications).
- EXE (executable files — DOS applications).
- APP (GEM applications).

Documents can be any type that you or the application program want them to be.

6.2 Starting applications

There are several ways of starting applications under ViewMAX.

Normal startup

The most common ways of starting an application are:

- By selecting the application icon with the cursor keys and then pressing **Enter**, or by double-clicking on the application icon with the mouse.
- By selecting the application's icon and then choosing the Open command from the File menu.

If you use either of these methods to start a DOS application, you may see the OPEN APPLICATION dialog, which is explained later in this chapter.

Startup with a specific document

You can start an application and have it immediately load a particular document. To start an application this way, do either of the following:

- Open the document icon that you want to load, either by selecting it with the cursor keys and then pressing Enter, or by double-clicking on it with the mouse.
- Select the document's icon and then choose the Open command from the File menu.

Note

Before you can start an application in this way, it must meet the following requirements:

- You must *configure* the application. This process is described later in this chapter.
- You must have specified the document's type in the CONFIGURE APPLICATION. If you haven't configured the document, you'll need to complete the OPEN A FILE dialog.
- If the application is a DOS application, it must be one that lets you name a document when you start the program; in other words, you would type in the name of the application followed by the name of the document you wanted to edit as one command if you were using the command line.
- The application and the document must be in the same folder, or the application must be in a *search path*. Search paths are described later in this chapter.

6.3 OPEN APPLICATION dialog

Some DOS applications let you specify the name of a document you want to use, or enter parameters that control how the application operates. If you configure the application as this type (see Configuring applications below), the OPEN APPLICATION dialog appears when you start the application from ViewMAX:

You can enter a document name or program control parameters in the Parameters field. (Refer to the application's manual to find out what you can enter.)

6.4 Configuring applications

When you configure an application, you're telling ViewMAX how you want the application to run. You can also choose a different icon to represent the application and its documents.

You configure an application by completing the CONFIGURE APPLICATION dialog, shown in the following illustration:

Here's how to configure an application:

1. Select the application. The application's type must be BAT, COM, EXE, or APP. If an application is already configured and you want to reconfigure it, you can either select one of its documents or the application itself.
2. Choose the Configure application command from the Options menu to display the CONFIGURE APPLICATION dialog.
3. In the Documents: fields, enter the document types you want to associate with the application. For example, you might want to associate document types DOC and TXT with documents you create with your word processing application. You can enter as many as eight types. Use the **Tab** key, **Shift+Tab** keys, cursor keys, or the mouse pointer to move between fields.
4. If the application automatically assigns a type to its documents, enter that type here. Check the application's manual to see if it assigns a type to its documents.
5. If the application doesn't automatically assign a type, enter one or more of your own choosing. Be sure you give this type to any documents you create with the application.
6. If you associate the same document type with more than one application, ViewMAX recognizes **only the last one you configure**.
7. Select either the Yes or the No button to specify whether the application you're configuring takes parameters or not. If you're configuring a DOS application that lets you enter other parameters in addition to the document name when you start the program, click on the Yes button. When you start a DOS application of this type, the OPEN APPLICATION dialog appears, as described earlier in this chapter.
8. In the Icon type window, you see the application and document icons ViewMAX currently uses to represent these items. If you **don't** want to use a different set of icons, skip ahead to step 10.
9. The window contains a scroll bar, slider, and scroll arrows, just like a ViewMAX window. Scroll the window contents until the window displays the set of icons you want to use. If you're using the keyboard, move the gray rectangle over the down arrow symbol and press the **Spacebar** to scroll downwards, or move the gray rectangle over the up arrow symbol and press the **Spacebar** to scroll upwards. If none of the icons suits you, leave the generic icons in the window.
10. When everything in the CONFIGURE APPLICATION dialog is set the way you want, select the Install button. If you want to leave the dialog box without making any changes, select the Cancel button.

Saving an application's configuration

When you configure an application, it remains configured only until you stop ViewMAX, unless you use the **Save** configuration command to save the configuration. Be sure to read the description of the **Save** configuration command in Chapter 8 before you use the command; it also saves other settings that affect the operation of ViewMAX.

ViewMAX allows you to configure about fifty applications.

Removing an application's configuration

Removing an application's configuration breaks the association between the application and any document types you specified in the CONFIGURE APPLICATION dialog. Once you remove the configuration, you can't start the application by opening one of its documents. Furthermore, ViewMAX uses the generic set of icons to represent the application and its documents. However, you can still start the application by opening its icon.

Follow these steps to remove an application's configuration:

1. Select the application's icon.
2. Choose the **Configure** application command from the **Options** menu.
3. When the CONFIGURE APPLICATION dialog appears, select the **Remove** button.

6.5 Search paths

A *search path* tells ViewMAX where to look for an application when you open a document icon.

Unless you change it, ViewMAX goes through a standard search path to find your applications. The standard search path includes the following:

1. The folder or the root directory where the document icon you opened is located (the «current» folder).
2. The folder on the disk where DR DOS is located.

The search path is defined using the **PATH** command. Refer to the *DR DOS User Guide* for more details.

6.6 ViewMAX accessories

ViewMAX accessories are a special type of application: you can call them up at any time while the ViewMAX windows are displayed. ViewMAX has clock and calculator accessories.

Using ViewMAX accessories

You start both the clock and the calculator the same way-by choosing their name from the View MAX menu. Do this either by moving the cursor keys to highlight the name and then pressing the Enter, or by clicking on the name with the mouse. Alternatively, you can press A or C to display the Calculator or Clock.

If you click in a window while the clock or calculator is on your screen, the accessory's title bar dims and the accessory goes behind the windows. If you click on the visible part of the accessory, it comes back in front of the windows and is active again.

It is possible for a ViewMAX accessory to be entirely covered by a window. If this happens, choose the accessory again from the View MAX menu to bring it back on top of the windows.

You can use the accessory's title bar (while the accessory is active) to move it to a different location: click on the title bar with the mouse and drag it to wherever you want.

If you are using both ViewMAX accessories at the same time, only one can be active. As you click on any part of the accessory, or press the Tab key, the accessory becomes active.

Note

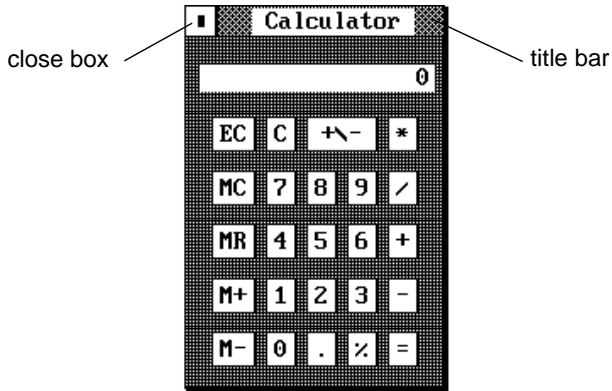
If you are just using the keyboard, you can display both accessories at once, but only the last one you chose will be active. Pressing the **Tab** key will display each window and each accessory as active in turn.

To put an active accessory away, press **Alt+F4** or click on its close box.

6.6-1 Calculator

The ViewMAX calculator resembles a standard calculator, and is operated by:

- Entering numbers using your keyboard's standard number keys or the numeric keypad.
- Clicking on any of the keys with the mouse button.



If typing on the numeric keypad doesn't enter numbers, press the **Num Lock** key.

You can use the keyboard keys for all remaining functions. For example, you can either click on the + key or type the + character. Similarly, you can either click on the **MR** key or type the **M** and **R** characters.

The +/- key on the calculator changes the sign of the amount in the value window to its complement. The keyboard equivalent for this function is a backslash (\).

* represents the multiply key and forward slash (/) represents the divide key.

Memory Keys

You can use the memory keys (**M+**, **M-**, **MR**, and **MC**) to add, subtract, recall, and clear values from a memory location in your calculator.

M+

Adds the amount in the value window to memory. A small «m» appears at the left side of the window to let you know you have stored a result.

M-

Works like **M+** except that it subtracts the value from memory.

MR

Recalls the present value from memory and displays it in the value window.

MC

Clears the value from memory. It does **not** clear the value from the value window, so you can use it in further calculations.

EC and C Keys

EC

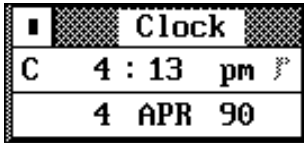
Clears your last entry from the value window. You can continue your current calculations.

C

Clears the value window and terminates your current calculations.

6.6-2 Clock

When you choose the clock accessory, ViewMAX displays the window shown below:



To reset the time or date in the clock, you must change each individual value (hour, minute, day, month, and year) separately.

Setting the clock with the keyboard



The right and left cursor keys move through the hour, minute, am/pm, day, month, and year settings, plus an off position where no settings are highlighted.

If you want to reset the hour, for example, press the right arrow key to highlight it, then type in the new time or use the up and down cursor keys to decrease or increase the time in one-hourly units.

You can only change the am/pm and month settings using the up and down cursor keys; you cannot type in the setting.

Your computer will beep at you if you try to set an invalid date or time; it won't let you set the date to 30th February, for example.

When you have finished setting the date, press **Alt+F4** to put the clock away, unless you want to set the alarm.

To set the alarm, follow these steps:

1. Press the **Enter** key to change the clock from date to alarm mode. The C below the close box symbol changes to an A, and the time display is reset to 12.00am.
2. Use the cursor keys to highlight the settings you want to change, and type in the new settings.
3. Turn the alarm **on** by pressing the **Spacebar**. When the alarm is off, the musical note is dimmed.
4. When you have finished setting the alarm, press **Alt+F4** to put the clock away. The alarm will go off whether you have the clock displayed or not, but you must have the ViewMAX windows displayed at the time.

Note

The alarm is reset when you leave ViewMAX.

Setting the clock using the mouse



If you want to change any of the settings of the clock, follow these steps:

1. Click on the setting you want to change. It will become highlighted.
2. Edit the setting by typing in the new value, or by pressing the up and down cursor keys. The up key will increase the current value by one and the down key will decrease the value by one.
3. You can only change the am/pm and month settings by using the up and down cursor keys; these settings cannot be typed in.
4. Click on the close box to put the clock away again, unless you want to set the alarm.

Follow these steps to set the alarm:

1. Click on the *mode indicator* below the close box. It changes from a C to an A to let you know the clock is now in alarm mode, and the time is reset to 12.00am.
2. Set the time you want the alarm to sound by changing the hour and minute as explained above.
3. Click on the musical note at the far right side of the clock to turn the alarm on. When the musical note is dimmed, the alarm is not set.
4. Click on the close box to put the clock away. The clock does not have to be displayed for the alarm to sound, but you must have the ViewMAX windows displayed at the time.

7 Dialogs

DIALOGS appear on your screen when ViewMAX needs to communicate with you. The dialog conveys information you need or asks you for information ViewMAX needs to complete your instructions. Dialogs are of two types:

- Information.
- Data entry.

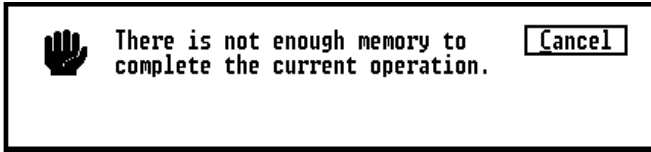
Where a command in a menu has three dots following it, a dialog follows when you select that command.

Before discussing the dialog types, we'll describe exit buttons, a component found in all dialogs.

7.1 Exit buttons

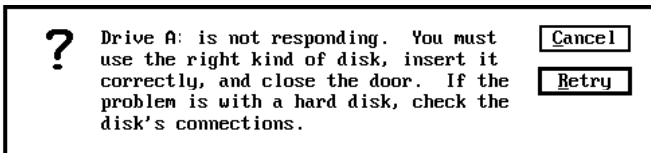
Every dialog has at least one exit button. In its simplest form, an exit button provides a way to remove a dialog from your screen.

The dialog in the next illustration has one exit button labeled Cancel.



After reading the dialog's message, put the pointer on the exit button and click, or press **Alt+C**. The dialog disappears and you can resume work where you left off. Many dialogs contain more than one exit button. Each button provides a different option as to what to do about the situation.

The next dialog illustrated has two exit buttons, «Cancel» and Retry.



Note that the Retry button has a heavier border than the Cancel button. When an exit button has a thick border like this, pressing **Enter** is the same as clicking on that button, and it is called a *default button*. Alternatively, pressing Alt+underlined letter will accept the appropriate button, so **Alt+C** in the example above will accept Cancel, and **Alt+R** will accept Retry. Pressing **Esc** will always select the Cancel button.

7.2 Information dialogs

Information dialogs enable ViewMAX to obtain or provide information. An example of an information dialog is the one you see when you choose the Ingo/Rename command after selecting a folder icon.

Many information dialogs contain only one exit button. After you have read the message, click on the exit button or press **Enter** or press **Alt+**underlined letter to remove the dialog and continue your work.

Some information dialogs warn you of a problem that has occurred or might occur if you continue what you are doing. Most dialogs of this type contain one of the following icons:



This icon indicates you should make note of the message inside the dialog and then continue with your work.



This icon means that if you continue what you are doing, you could run into a problem. These dialogs usually contain a Cancel exit button so you can abort the procedure if necessary.

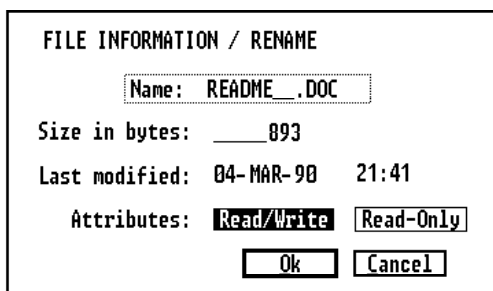


This icon usually means you should stop what you are doing because an error has occurred.

7.3 Data entry dialogs

Data entry dialogs appear when ViewMAX needs information from you to complete an operation.

Most data entry dialogs contain areas where you type the required information. These areas are called *data entry fields*. The dialog might also ask you to enter the information by selecting various buttons. For example, if you select a document icon and then choose the Ingo/Rename command, you see the FILE INFORMATION / RENAME dialog, as shown below.



The FILE INFORMATION / RENAME dialog is a combination information and data entry type; it contains some information you can change and some you can't.

The Name: field is a data entry field, as indicated by the text cursor (a vertical bar) at the end of the field. The field contains the name of the icon you selected.

Press the **Backspace** key to move the text cursor back one space at a time and erase that character. Press **Ctrl+Backspace** key to erase all characters in the field. Press the left and right cursor keys to move within a text field without deleting characters.

You can then type whatever characters you want in the field and they appear at the text cursor location. (The table at the end of this chapter explains how to move the text cursor and enter information in a data entry dialog.)

You can enter information only in the field where the text cursor is located, and only when the gray rectangle is surrounding the field. To move the text cursor to a different field, place the pointer anywhere in the field and click or press the **Tab** and **Shift+Tab** keys or the cursor keys. If the text cursor doesn't appear in a field or the gray rectangle skips a field, you cannot enter information there.

The next two fields in the dialog (Size in bytes: and Last modified:) are not data entry fields. You can't change the information they contain.

Next to the Attributes: message are two buttons labeled Read/Write and Read-Only. If you click on the Read/Write button, it tells ViewMAX you will allow the document to be read from and written to the disk. If you click on the Read-Only button, the document can be read but information cannot be written into it, nor can it be deleted.

Buttons like Read/Write and Read-Only are similar to buttons on a car radio because you can select only one at a time. When you select one, the other becomes de-selected. You'll see these types of radio buttons in various other dialogs.

At the bottom of the dialog are the exit buttons. If you make a change in the dialog, click on the **OK** button (or press **Alt+O**) and ViewMAX saves your changes. If you don't make any changes, or if you make changes but don't want them saved, click on the **Cancel** button (or press **Alt+C**).

The following table lists the keys you can use to move the text cursor and gray rectangle, and enter information in data entry dialogs.

Key	Effect
→	Moves the text cursor right one character at a time without deleting / moves one field to the right
←	Moves the text cursor left one character at a time without deleting / moves one field to the left
Tab	Places the gray rectangle in the next data entry field
Shift+Tab	Places the gray rectangle in the previous data entry field
↓	Moves the gray rectangle to the next row of dialog buttons
↑	Moves the gray rectangle to the previous row of dialog buttons
Del	Deletes the character to the right of the text cursor
Backspace	Deletes the character to the left of the text cursor
Ctrl+Backspace	Deletes all the characters in that field
Esc	Cancels the dialog and makes it disappear



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8 *Menus and commands*

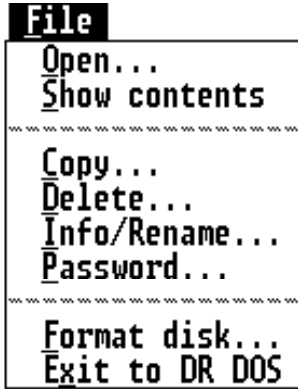
WHEN you type **Alt+**underlined letter (File, Options, View, Help, or ViewMAX), or place the pointer on one of the titles in the menu bar, a menu drops down. These menus list the commands you can use to make things happen on ViewMAX.

This chapter describes the commands that appear in each ViewMAX menu. Pictures of the menus follow with brief descriptions of each command.

All of the commands can be given using either the keyboard or the mouse - typing a certain sequence of keys is the same as using the pointer to display a menu and click on a particular command.

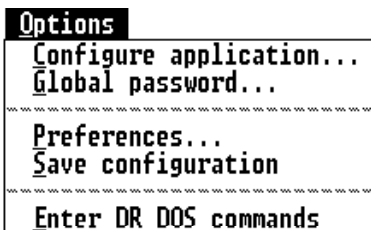
Display the File menu. You will notice that the words Open, Show contents, Copy, Delete, Info/Rename, Password, Format disk and Exit to DR DOS all have one underlined letter. To choose a command with the keyboard, press the underlined letter. To open a folder for example, press **Alt+F** to display the File menu, then press **O**. Alternatively, use the up and down cursor keys to highlight the command you want, then press the **Enter** key to select it.

8.1 File menu



- Opens the currently selected folder or file.
- Display the contents of the selected file as readable text or in hexadecimal.
- Allows the selected folders or files to be copied to the other window.
- Deletes all currently selected items. Once deleted, you cannot recover them.
- Shows you information about the currently selected item, and allows you to rename it.
- Used to assign or remove a password that controls access to folders and documents (see Chapter 9).
- Formats your currently selected diskette.
- Stops ViewMAX and returns you to the command prompt of the DR DOS operating system.

8.2 Options menu



- Lets you specify how you want an application to work with ViewMAX.
- Allows you to specify a password to be used wherever a folder or document is password-protected. For more details, see Chapter 9.
- Lets you specify how you want some aspects of ViewMAX to work.
- Saves your current preferences and window arrangement for ViewMAX.
- Lets you enter commands at the operating system prompt without stopping ViewMAX. Type:

EXIT ↵

at the prompt to return to ViewMAX.

8.3 View menu

<u>V</u>iew	
C lose	ALT+F4
R esize	ALT+F5
R efresh	F5
.....	
T ree	
T ext	
I cons	
.....	
N ame order	
T ype order	
S ize order	
D ate order	
.....	
W ildcards...	

- Closes the currently-displayed folder and replaces it with the previously-displayed folder or disk drives display.
- Switches between displaying the current window at normal and at full-screen size.
- Refreshes the active window to display its current contents.
- Displays the active window's folders as text in a hierarchical tree structure.
- Displays the active window's folders and files as text, with additional information.
- Displays the active window's contents as icons. See Chapter 5 for more information.
- These four commands govern how the contents of the window are sorted.
- Allows you to display a subset of the files in a folder by giving ViewMAX a list of wildcard specifications.

Note

All of the View menu commands refer to the active window. You can have each window set up in a completely different way; the upper window showing icons sorted in name order and the lower window showing just BAT files in date order displayed as text, for example.

8.4 Help menu

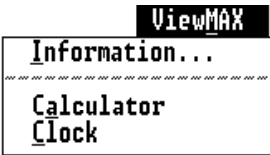


Displays a summary help screen for windows.

Displays a summary help screen for menus.

Displays a summary help screen for dialogs.

8.5 ViewMAX menu



Displays the opening screen which shows the version and date of the ViewMAX software.

Displays the calculator desk accessory on screen.

Displays the clock desk accessory on screen.

8.6 File menu commands

The File menu contains all the commands that act on individual folders, applications, and documents.

8.6-1 Open command

The results of the Open command depend on the item that is selected when you choose the command. The following table describes what happens in each case:

<i>Item</i>	<i>Command action</i>
Disk	Displays the disk's contents in the active window.
Folder	Displays the folder's contents in the active window.
Application	Starts the application on your computer if you have configured the application. If you haven't, it prompts you for the name of a document to load or parameter that the application takes, then starts the application.
Document	If you have configured the application that created this document, the application starts and opens the document you've selected. If you have not configured the application, ViewMAX prompts you for a program name and then loads that program.

8.6-2 Show contents command

This command uses a full-screen window to display a text file as readable text or a binary file in hexadecimal. Press **Ctrl+T** or select Text from the View menu to switch between the text and hexadecimal displays. The information line at the top of the display tells you how many lines and how many bytes the file contains.

Note that you can only look at this display, not edit it. To scroll through the text, use the **Pg Up** and **Pg Dn** keys, and to scroll left and right (if the display is wider than the window), use **Ctrl+Pg Up** and **Ctrl+Pg Dn**. If you are using the mouse, click on the appropriate scroll bar to display different areas of the window.

Click on the close box to clear the display, or press **Alt+F4**.

8.6-3 Copy command

Use this command to copy one or several folders or files to the other window. Refer to the tutorial in Chapter 2 and to the section on copying folders in Chapter 4 for more details.

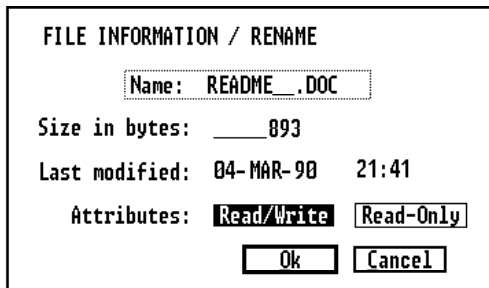
8.6-4 **Delete command**

This deletes all of the currently-selected items. Once you have deleted them, you cannot retrieve them.

8.6-5 **Info/Rename command**

When you choose this command, you see one of three dialogs, depending on what type of item is currently selected.

The example above shows the dialog for a **file**.



Name:

The name of the file can be edited: press **Backspace** to erase one character at a time or **Ctrl+Backspace** to erase the whole name, then type in the new name.

Size in bytes: and **Last modified:**

The size in bytes and last modified date cannot be edited; they are updated automatically when the file is altered.

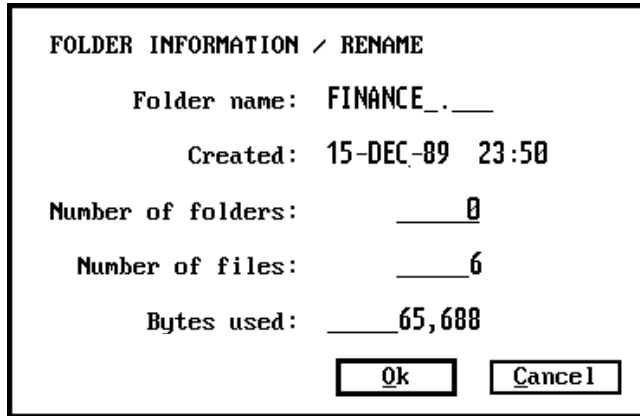
Attributes:

To change the attributes setting, use the cursor keys to move the gray rectangle over the setting you want and then press **Spacebar** to select it. If you are using the mouse, you can click on the setting you want.

OK or Cancel

To abandon any changes you have made on this dialog, select the Cancel button. Select the OK button to confirm your changes.

If you choose the Inf/Rename command with a **folder** selected, you see the FOLDER INFORMATION / RENAME dialog.



FOLDER INFORMATION / RENAME

Folder name: FINANCE_._

Created: 15-DEC-89 23:50

Number of folders: 0

Number of files: 6

Bytes used: 65,688

Ok Cancel

Folder name:

The name of the selected folder. You can delete the old name and type in a new one if you want to rename the folder.

Created:

The time, day, month and year the folder was created.

Number of folders:

The number of folders, if any, inside the selected folder.

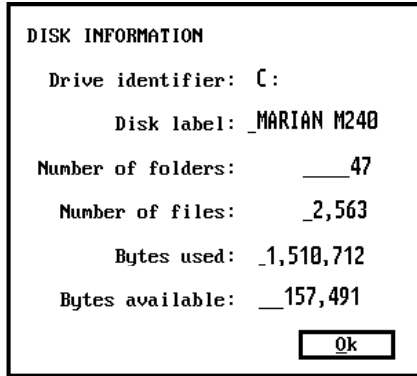
Number of files:

The number of files inside the selected folder (a *file* is a document or an application).

Bytes used:

The size in bytes of the contents of the selected folder.

If you choose the Ino/Rename command with a **disk drive** selected, you see the DISK INFORMATION dialog, which cannot be edited:



Drive identifier:

This is the letter representing the current drive.

Disk label:

This is the name (if any) of the current disk.

Number of folders:

The total number of folders on the selected disk.

Number of files:

The total number of documents and applications on the current disk.

Bytes used:

The total number of bytes used on the selected disk.

Bytes available:

The total number of unused bytes on the selected disk.

8.6-6 **P**assword command

This command enables you to assign and remove passwords for folders, documents, and applications. You can also alter the level of password protection. See Chapter 9 for a fuller explanation of passwords.

8.6-7 **F**ormat diskette command

To format a diskette, follow these steps:

- Insert the disk you want to format in one of your diskette drives.
- Select the ViewMAX icon representing the drive that contains the diskette you want to format.
- Choose the **F**ormat diskette command from the **F**ile menu.

Note

ViewMAX protects your hard disk from being formatted, so you can only ever format diskettes with the format command.

8.7 **O**ptions menu commands

The **O**ptions menu contains commands that are not specific to files and folders, but that govern the operating characteristics of ViewMAX.

8.7-1 **C**onfigure application command

This command allows you to configure an application and assign document types to it. Refer to Chapter 6 to find out more about how to use this command.

8.7-2 **G**lobal password command

Use this command to specify a password for ViewMAX to use every time it comes across an item that is password-protected. For more details on how to use this command, see Chapter 9. The global password must be reset each time the computer is reset.

8.7-3 Preferences command

When you select this command, ViewMAX displays the SET PREFERENCES dialog :

SET PREFERENCES

Confirm deletes? Yes No

Confirm copies? Yes No

Confirm overwrites? Yes No

Save configuration on exit? Yes No

Double-click speed: Slow 2 3 4 Fast

To drop down menus: Click No click

Sound effects: On Off

Click on the preferences you want as explained below :

Confirm deletes?

Yes tells ViewMAX to always display the dialog when you do a delete operation. **No** tells ViewMAX to bypass the dialog and begin the delete operation immediately **without** waiting for your confirmation.

Confirm copies?

Yes tells ViewMAX to always display the COPY FOLDERS / FILES dialog when you do a copy operation. **No** tells ViewMAX to bypass the dialog and begin the operation immediately **without** waiting for your confirmation.

Confirm overwrites?

Yes tells ViewMAX to always display the NAME CONFLICT DURING COPY dialog when the copy operation you are about to perform will cause an existing document to be overwritten. This setting warns you that the information in a previous version of a document may be lost if you continue with the copy operation. If you select **No**, the dialog is not displayed and the copy operation is performed **without** your confirmation.

Save configuration on exit?

Yes means that the current arrangement of items and windows will be saved when you leave ViewMAX and appear the next time you go into ViewMAX. **No** means that the items and windows will revert to their last saved arrangement when you go into ViewMAX.

Double-click speed:

Sets a relative speed for how quickly you must double-click the mouse button. This doesn't affect the keyboard operation.

To drop down menus: (mouse only)

Select **C**lick if you want ViewMAX menus to drop down from the menu bar only when you place the pointer on a menu name **and** click the mouse button. Select **No click** if you want the menus to drop down when the pointer touches the menus' names. This is the standard or default setting.

Sound effects :

On causes ViewMAX to sound the audible beeper on your system if you try to display a menu while a dialog is on screen. **Off** suppresses the audible beeper.

OK or Cancel

After setting the preferences the way you want, select OK to return to ViewMAX. Your preferences take effect immediately. If you don't make any changes or do not want to save those you have made, select the Cancel button.

If you want to make your preferences a permanent part of ViewMAX (that is, so they take effect every time you start ViewMAX), use the Save configuration on exit option.

8.7-4 **S**ave configuration command

This command tells ViewMax to remember how you currently have Viewmax set up to operate, and to always start ViewMax as you currently have it. You can use the command at any time and it remembers the following viewMax characteristics :

- The current size of the ViewMAX windows.
- The disk or folder currently opened in each ViewMax window. For example, if one of the windows is displaying the contents of disk drive A : when you saveViewMax, it displays the contents of that drive every time you start ViewMax, assuming there is a diskette in the drive.
- The way you currently have your zpplications configured (see Configuring applications in Chapter 6 for details).
- The current arrangement and display of items in ViewMax.
- Your current preferences settings (see the description of the Preference command).

8.7-5 **E**nter DR DOS commands command

Use this command to temporarily go to the DR DOS command line and enter any of the DR DOS commands. To return to ViewMAX when you have finished, type: `EXIT ↵`

8.8 **V**iew menu commands

The View menu commands control how ViewMAX displays information in the active window.

8.8-1 **C**lose command

Use this command as an alternative to pressing **Alt+F4** or clicking on the close box. When you use this command, the active window display changes to the next level up. If you had a display of the icons in a folder called EXPENSES which was in turn in a folder called FINANCE and you used the Close command, you would then see an icon representing your EXPENSES folder. If you used the command again, you would see an icon representing your FINANCE folder.

8.8-2 **R**esize command

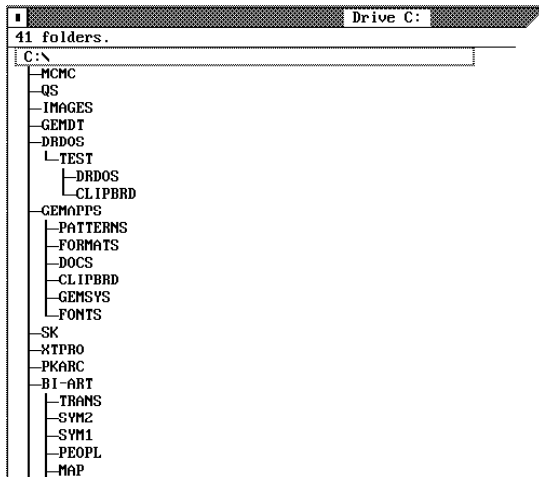
This switches between a display of the currently active window at normal and full-screen size. You might find it helpful to use the larger display if you have a very full window of icons and you want to see as many as possible without scrolling. The alternatives to using this command are to click on the resizing box or press **Alt+F5**.

8.8-3 Refresh command

This command refreshes the active window to give you the latest display of its contents. If one of your windows displays the contents of a diskette and you take out that diskette and replace it with another, you can update the display using the Refresh command, or by pressing **F5**.

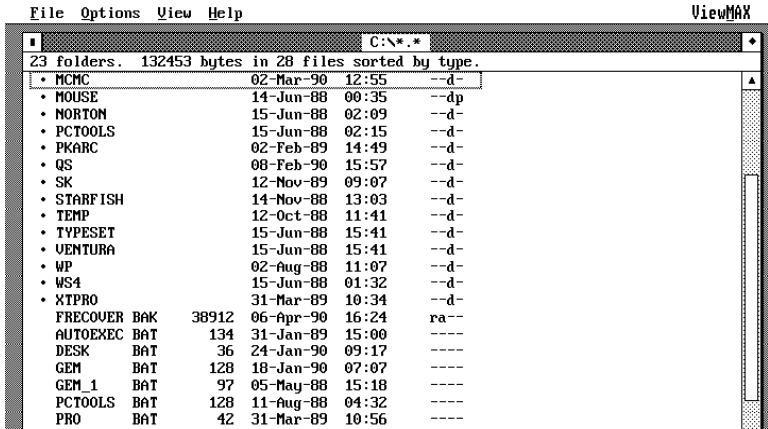
8.8-4 Tree command

You can choose to have the contents of a window displayed as a tree structure. This will help you if you want to see how folders are arranged on a disk, or move quickly to another folder.



Use the up and down cursor keys to move the gray rectangle and the **Spacebar** to select folders. Press **Enter** to open a selected folder. Use **Pg Up** and **Pg Dn** to scroll up and down the display, or click on the scroll arrows and use the slider if you're using the mouse. You can use the normal keyboard techniques to manipulate the folders, but note that this tree display doesn't display files, only folders. If you open a folder, therefore, you will see a display of icons or text, depending on what you had previously selected.

8.8-5 Text command



```
File Options View Help ViewMAX
C:\N*. *
23 folders. 132453 bytes in 28 files sorted by type.
* MCMC 02-Mar-90 12:55 --d-
* MOUSE 14-Jun-88 00:35 --dp
* NORTON 15-Jun-88 02:09 --d-
* PCTOOLS 15-Jun-88 02:15 --d-
* PKARC 02-Feb-89 14:49 --d-
* QS 08-Feb-90 15:57 --d-
* SK 12-Nov-89 09:07 --d-
* STARFISH 14-Nov-88 13:03 --d-
* TEMP 12-Oct-88 11:41 --d-
* TYPESET 15-Jun-88 15:41 --d-
* VENTURA 15-Jun-88 15:41 --d-
* WP 02-Aug-88 11:07 --d-
* WS4 15-Jun-88 01:32 --d-
* XTPRO 31-Mar-89 10:34 --d-
FRECOVER BAK 38912 06-Apr-90 16:24 ra--
AUTOEXEC BAT 134 31-Jan-89 15:00 ----
DESK BAT 36 24-Jan-90 09:17 ----
GEM BAT 128 18-Jan-90 07:07 ----
GEM_1 BAT 97 05-May-88 15:18 ----
PCTOOLS BAT 128 11-Aug-88 04:32 ----
PRO BAT 42 31-Mar-89 10:56 ----
```

If you prefer, you can display the contents of a window as text. This sort of display will give you additional information about each file. Look at the display above. Folders appear first, as usual, but notice that the files have their size in bytes in a column to the right of their name. The next column along shows the date each of the files was last modified, and the next column, the time each was last modified. The final column uses several abbreviations to describe the files; these are known as *file attributes* :

- a** stands for *archive*, and means that the file has been altered since it was last backed up (and therefore it might be a good idea to make a backup copy of it).
- d** signifies a *directory*.
- p** means that a file is *password-protected*.
- r** means that the file is *read-only*; in other words you cannot change or delete it.

Refer to the **DR DOS User Guide** for a fuller description of file attributes.

8.8-6 Icons command

Use this command to display the contents of a window as icons with their names beneath them. For details of what the different icons mean, see Chapter 5.

8.8-7 Name order command

This command arranges the icons in the current window in alphabetical order. Folders are kept together and appear first, and New Folder will always appear as the first icon.

8.8-8 Type order command

This command arranges the files in the current window by their size in bytes. The largest files are listed first. Note that folders are grouped together and appear first, but aren't arranged by size.

8.8-9 Size order command

This command arranges the files in the current window by their size in bytes. The largest files are listed first. Note that folders are grouped together and appear first, but aren't arranged by size.

8.8-10 Date order command

This command arranges the files in the current window according to the date they were created or last modified. Files with the most recent dates appear at the beginning of the list. Folders appear first, but aren't arranged by date.

8.8-11 Wildcards command

This command enables you to display a subset of the files available using the wildcards ? and *.

The question mark wildcard (?) stands for any character in the exact position it occupies in a file name.

The asterisk wildcard (*) stands for a variable number of characters: between none and eight characters for the file name, and between none and three characters for the file type.

If you wanted to display only files with the extension BAT in your active window, you would tell ViewMAX to show you files matching *.BAT.

If you wanted to see the set of files beginning with CHAP, you would ask for files matching CHAP*.*.

If you wanted to see the set of files with a three-character name, you would ask for files matching ???.*, and so on.

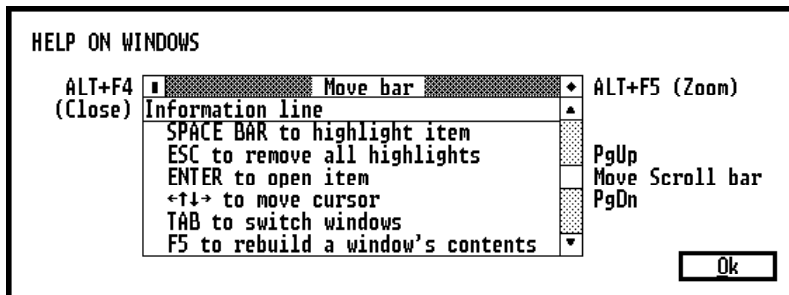
Use the **Backspace** key to delete the existing text in the wildcards dialog, then type in your choice and select the OK button.

Refer to the **DR DOS User Guide** for a fuller explanation and examples using wildcards.

8.9 Help menu commands

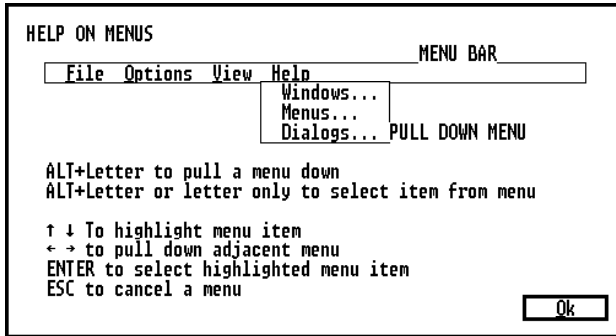
8.9-1 Windows help

This is a summary screen of information about ViewMAX windows.



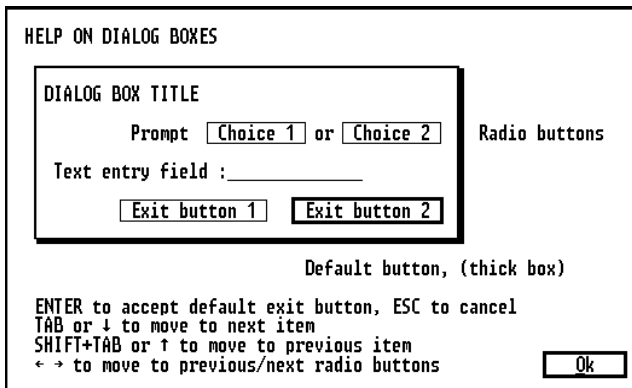
8.9-2 Menu help

This is a summary screen of information about the ViewMAX menus.



8.9-3 Dialogs help

This is a summary screen to help you with the features of dialogs.



8.10 ViewMAX menu commands

8.10-1 Information command

This command gives the opening display showing the date and release of the ViewMAX software.

8.10-2 Calculator

Selecting this command displays the ViewMAX calculator. Press **Alt+F4** or click on its close box to put it away again.

8.10-3 Clock

Selecting this command displays the ViewMAX clock. Press **Alt+F 4** or click on its close box to put it away again.

9 Passwords

A *password* is like having a lock on your door: it's a way of controlling who can come in. In ViewMAX terms, a password can stop other people looking at your folders and files, and stop them copying or deleting the data.

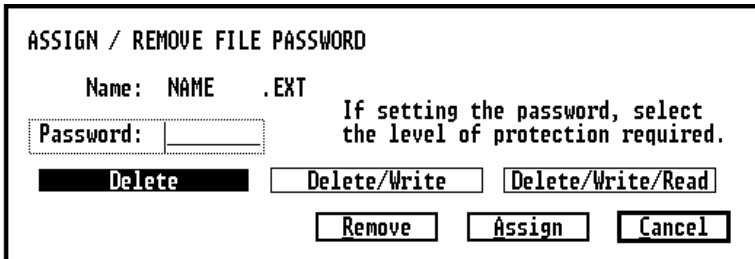
ViewMAX lets you create your own passwords and assign them to different files, and you can remove or change them as you wish.

This chapter describes how to set, change, and remove passwords, and tells you about different levels of password protection. It also explains how to set up a global password.

9.1 Setting passwords

Let's assume you want to set a password for a document on drive A: - perhaps it's an important salary summary that you don't want to delete by accident.

Highlight the folder or document that you want to assign a password for, then display the File menu. Select Password from the menu and you see the following dialog:



The name of the document or folder you chose appears at the top of the dialog. At the text cursor (the vertical bar by the word "password"), type in the password you want. It does not matter whether the characters you type are in upper or lower case: ViewMAX will understand the password Fred entered as FRED, fred, FrEd and so on.

Next, select the level of protection you want. There are three levels of password protection.

Delete is the lowest level: you are stopping anybody from deleting the item you have protected unless they give the password.

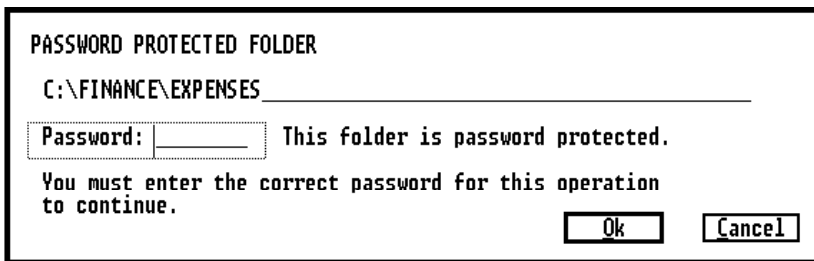
Delete/Write is the intermediate level of protection: unless the password is given, the protected item cannot be deleted or edited in any way.

Delete/Write/Read is the highest level of protection: you prevent anyone from even looking at the item unless they give the password first. This means that they cannot edit, copy or delete the item either.

You then click on the Assign button (or press **Alt+A**). If you change your mind about setting the password at this point, or have mistyped it, choose Cancel instead and start again.

If you are password protecting a folder, ViewMAX sets the protection level to delete/write/read.

If you try to open the folder as you used to, the following dialog appears:



9.2 Removing a password

You may decide that you want to remove the password protection that you have given your files. To do this, follow these steps:

1. Select the item you want to remove the password from and display the Password dialog.
2. Type in the current password at the text cursor and then click on the Remove button. You will no longer need to give the password for that item.

9.3 Changing a password

If you have set a password for an item and then find that you want to change it, simply follow these steps:

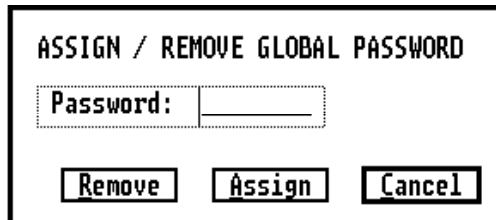
1. Select the item you want to change and display the Password dialog.
2. Type in the new password at the text cursor and choose the Assign button.
3. When the PASSWORD PROTECTED dialog appears, type in the **old** password and select the OK button - the new password is now valid.

9.4 Setting a global password

Because it's easier to remember, you might want to use the same password for lots of your folders and documents. To save you having to type in the same thing every time, you can use the Set Global password command from the Options menu. This will automatically supply the password you give it every time ViewMAX requires a password. (If you assign a different password to a few of your files, you will still need to type it in for them, but the majority will be handled automatically.)

To set a global password, follow these steps:

1. Select the Global password command from the Options menu.
2. When the ASSIGN/REMOVE GLOBALPASSWORD dialog appears, type in the password at the text cursor and select the Assign button. The global password will now be set.



Removing a global password

When you leave ViewMAX, the global password that you set remains active. If you want to remove this password at any time, all you need to do is display the dialog again and choose the Remove button.

Changing a global password

To change the global password, display the global password dialog, type in the new password, and select Assign - it is changed automatically.

Note

You need to reset the global password every time your computer has been reset.



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10 The EDITOR

THIS chapter describes how to use EDITOR, a full-screen editor which you can use to create and edit text files. You can use it with any keyboard, and there are shorthand forms for some of the common commands. You can use EDITOR to:

- Create a new file.
- Browse through a file.
- Edit a file.

For example you may want to create a batch file to start your favorite word processor.

10.1 Starting EDITOR

There are two ways you can start EDITOR from the command prompt:

1. Type EDITOR followed by the name of the file you want to edit or create and press Enter:

```
EDITOR myfile.txt
```

When you start EDITOR it looks for the file you specified (in the above example, myfile.txt) on the current drive, unless you specify a different drive or pathname before the name of the file.

If EDITOR finds the file, it displays it on screen. If EDITOR cannot find the file it displays the message:

```
c:\myfile.txt ...file not found
Create new file (Y/N)?
```

Type Y to create the file, or N to go to the EDITOR title screen where you can type in another filename, or press Esc to leave EDITOR.

2. Type EDITOR and press **Enter**, this takes you directly to the EDITOR title screen:

```
EDITOR R1.10 Full Screen Text Editor
Copyright (c) 1988,1989 Digital Research Inc. All rights reserved.

Please enter the name of the text file you wish to edit.
If the file does not already exist it will be created.
Press the ESC key to leave this program.

File name?
```

Type in a filename and press **Enter**, or press **Esc** to exit from the title screen back to the command prompt.

10.2 Quitting EDITOR

You can quit editing a file in three ways:

- To save your edited file and exit directly, press **Ctrl+KX**.
- To save your edited file and return to the EDITOR title screen, press **Ctrl+KD**.
- To abandon any changes made since the last time the file was saved and return to the EDITOR title screen, press **Ctrl+KQ**.

EDITOR asks you if you really want to quit without saving your file, unless you have not made any changes. You are then returned to the EDITOR title screen, where you can press **Esc** to quit EDITOR. **Ctrl+KQ** is useful if you want to abandon a file that you opened by mistake.

Note

You can press **Ctrl+R** at the EDITOR title screen to display the previous filename edited, and press **Enter** to go back to editing that file.

10.3 Entering text

To enter text, type as you would if using a word processor or typewriter except when you reach the end of a line, press **Enter** to start a new one. This is because in EDITOR there is no «word wrap»; it does not automatically start a new line unless you tell it to.

Try entering this text, remember to press **Enter** at the end of each line. This takes you down to a new line:

```
REM this batch file changes to the Wundawrd directory
REM and starts my word processor
cd \wundawrd
ww
```

This text creates a simple batch file used to start a word processor called Wundawrd. A batch file is a quick way of carrying out a series of frequently-used commands, you simply type the batch file name at the command line and all the commands in the file are carried out for you; see DR DOS User Guide for more information. (REM is a batch file subcommand which displays whatever you type after it on the screen, when the batch file is executed.)

Notice as you type, at the top of the screen EDITOR keeps track of how many characters and columns you are entering:

```
Chr=108 Col=3
```

It tells you exactly which character and column the cursor is on. Also your directory path and filename are displayed at the top of the screen.

10.3-1 Using the Tab key

You can use the Tab key to move the cursor across the page and insert text at set points. The tab stops are preset to every eighth column across the screen. You can think of the **Tab** key as meaning «add space characters until you reach the next tab stop».

10.3-2 Moving text down a line

If you press **Ctrl+N** when editing text, the rest of the line at the cursor is taken down to the next line, while the cursor remains where it is. For example, if the cursor was positioned after `starts` in this line:

```
REM and starts my batch file
```

and you press **Ctrl+N**, my batch file would move to the next line, like this:

```
REM and starts  
my batch file
```

while the cursor is still positioned after «starts».

10.3-3 Getting online help

You can get help in EDITOR by pressing **F1** or **Ctrl+J**. To exit from the help screen, press Esc. You are asked:

```
Do you wish to have the quick reference display (Y/N)?
```

Type Y if you want the quick reference display.

10.4 Moving the cursor

You can move the cursor around your file in different sized steps from one character at a time up to the start or end of a file

To move the cursor one character

- To the right, `→` or **Ctrl+D**.
- To the left, `←` or **Ctrl+S**.
- Up one line, `↑` or **Ctrl+E**.
- Down one line, `↓` or **Ctrl+X**.

Note

On some keyboards the four keys D, S, E and X form an approximate diamond shape on your keyboard, sometimes called the «cursor-control diamond». The position of these keys may help you to remember what they do.

To move the cursor one word

- To the left, **Ctrl+A**.
- To the right, **Ctrl+F**.

The keys A and F are also part of the «cursor-control diamond».

To move the cursor one page

- To the previous page, **PgUp** or **Ctrl+R**.
- To the next page, **PgDn** or **Ctrl+C**.

A «page» is fourteen lines displayed on your screen. When you read through a file and you reach the bottom of the screen, pressing **PgDn** will display the next fourteen lines. Some of the previous page will still be displayed on the screen, to make it easier for you to find your place again.

To move the cursor to the start or end of a line

- To the beginning of a line, press **Ctrl+ QS**.
- To the end of a line, press **Ctrl+ QD**.

To move the cursor to the start or end of a file

- To the beginning of a file, press **Home** or **Ctrl+QR**.
- To the end of a file, press **End** or **Ctrl+QC**.

To retrace our steps, here are all the cursor movement control keys. Again note the arrangement of command letters into the «cursor-control diamond» to help you remember these commands.

Start of file
Home or **Ctrl+QR**

Previous line
↑ or **Ctrl+E**

Previous page
PgUp or **Ctrl+R**

Start of line
Ctrl+QS

Word left
Ctrl+A

Char left
← or **Ctrl+S**

Char right
Ctrl+D or ←

Word right
Ctrl+F

End of file
Ctrl+QD

Next line
↓ or **Ctrl+X**

Next page
Pgdn or **Ctrl+C**

End of line
End or **Ctrl+QC**

10.5 Inserting and overwriting text

EDITOR has two modes for entering text: insert (*ins*) and overwrite. When you start EDITOR, it is automatically in *insert* mode. The message *ins* is shown at the top rightmost corner of the screen.

To insert text, position the cursor at the point where the new text is to start and type it in. The existing text, (or spaces) moves to the right to make room for what you type.

You can switch to overwrite mode by pressing **Ins** or **Ctrl+V**. Now when you type you will overwrite whatever the cursor is positioned on.

To switch overwrite mode off, press **Ins** or **Ctrl+V** again.

Note

Remember if *ins* is at the top of the screen, you are in *insert* mode. If *ins* is not displayed, you are in *overwrite* mode.

Inserting a files at the cursor

To read in a file, place the cursor where you want the file to be inserted, and press **Ctrl+KR**. You are prompted:

Name of file to read in?

Type in the name of the file you want to insert and press **Enter**. The file is inserted at the cursor. The remaining text is moved down to accommodate the new text.

10.6 Deleting text

Text can be deleted a character at a time, a word at a time or one line at a time. (You can also delete blocks of text, see section 10.7.)

Deleting a character

- To delete the character the cursor is on, press the **Del** key or **Ctrl+G**.

The character is deleted from the screen, and the text to the right of the cursor shifts to the left to fill the gap.

If you press **Del** or **Ctrl+G** repeatedly, characters will continue to be deleted until you reach the end of the file.

- To delete the character in front of the cursor, press the **Backspace** key or **Ctrl+H**.

The character is deleted from the screen and the text to the right of the cursor shifts to the left to fill the gap.

If you press **Backspace** or **Ctrl+H** repeatedly, characters continue to be deleted until you reach the beginning of the file.

For example:

If you typed `Wundaief` instead of `Wundawrd`. To delete «ief», place the cursor on `i` and press the `Del` key until the letters `i`, `e`, and `f`, are deleted. The line containing the mistyped `Wundawrd` would change like this, with the cursor positioned at the end of the line:

```
cd \Wunda
```

Now you type in the correct characters, that is `wrd`.

If you press `Del` at the end of a line, you delete the invisible «newline» character and bring up the next line. Similarly, pressing ← (**Backspace**) or **Ctrl+H** at the beginning of a line moves that line up to the end of the previous line.

Note

If you want to delete more than one character, it is usually quicker to use one of the key combinations described in the following sections.

Deleting a word

In EDITOR a «word» is defined as a string of characters that starts at the current cursor position and continues up to and including the first following space.

- To delete a whole word, position the cursor at the beginning of the word to be deleted and press **Ctrl+T**.
- To delete part of a word, place the cursor within the word and press **Ctrl+T**. The letters at and beyond the cursor are deleted. The text to the right of the cursor shifts to the left to fill the gap.

For example:

If the cursor is positioned at the start of the word «changes» in the following line:

```
REM this batch file changes to the Wundawrd directory
```

pressing **Ctrl+T** repeatedly changes the appearance of the line like this:

```
REM this batch file to the Wundawrd directory
REM this batch file the Wundawrd directory
REM this batch file Wundawrd directory
REM this batch file directory
REM this batch file
```

Deleting a line

Position the cursor anywhere in the line to be deleted and press **Ctrl+Y**. The line is deleted and lines below it move up to fill the gap.

For example:

If the cursor was positioned in the second line of the following text:

```
REM this batch file changes to the Wundawrd directory
REM and starts my word processor
cd \wundawrd
ww
```

Pressing **Ctrl+Y** changes the appearance of the display like this:

```
REM this batch file changes to the Wundawrd directory
cd \wundawrd
ww
```

Pressing **Ctrl+Y** again produces this result:

```
REM this batch file changes to the Wundawrd directory
ww
```

Pressing **Ctrl+Y** once more, produces this display:

REM this batch file changes to the Wundawrd directory

Note

On some keyboards, the keys G, H, T and Y (for deleting characters, words and lines) are next to each other and form an approximate square. You may find this helps you to remember these commands.

10.7 Working with blocks of text

You can mark a section or *block* of text and then move, delete, copy it, or store it into a separate file. A block of text can be any size (according to how much disk space you have got).

Marking a block of text

To mark a block of text, place the cursor at the start of the section you want to mark and press **Ctrl+KB**. The text is marked with . Move the cursor to the end of the block of text and press **Ctrl+KK**. The end of the text block is marked with <K>.

Moving a block of marked text

To move a block of marked text, place the cursor where you want the block to be moved to and press **Ctrl+KV**. The text is erased from its original position and moved to where the cursor is. The text moves up to fill the gap.

Deleting a block of marked text

To delete a block of marked text, press **Ctrl+KY**. The text is deleted and the text beneath it moves up to fill the gap.

Copying a block of marked text

To copy a block of marked text, move the cursor to where you want the block of text copied to, press **Ctrl+KC**. The block of text is copied to the cursor position, still marked. The original text remains where it is and is no longer marked.

Storing a block of marked text in a file

To store a block of marked text in a separate file, press **Ctrl+KW**. You are prompted:

Name of file to write to?

Type in the name of the file where the text is to be stored and press **Enter**. The file is created and the block of marked text is written to it. If the file already exists, you are asked:

File already exists, overwrite (Y/N)?

Type Y to overwrite the file, N if you want to keep the file as it is. If you answer N no action is taken, press **Ctrl+KW** again and enter a different filename.

10.8 Saving your work

You can save files in three ways:

- To save and exit from the EDITOR, press **Ctrl+KX**.
- To save and continue editing your file, press **Ctrl+KS**.
- To save your work and begin editing a new file, press **Ctrl+KD**. This saves your work and updates your backup file, see section 10.9.

10.9 Automatic backup files

When you open an existing file, a «working copy» of the file is stored in memory. The original file remains on your disk, unaltered.

When you *save* your edited file, the working copy is stored on the disk and is given the name of the original file. The old file becomes an EDITOR backup file with the extension **.bak**.

For example:

If you open the file **mytext.doc** and edit it, when you save the file the following happens:

- The original file **mytext.doc** is renamed to **mytext.bak**.
- The new version is stored with the name **mytext.doc**.

You can use backup files to recover files. For example if the current version is:

- found to be incorrect.
- accidentally erased.

If you accidentally deleted the file **mytext.doc**, you could revert to the **.bak** file by typing:

```
C>COPY mytext.bak mytext.doc
```

Note

To prevent any filename conflicts, EDITOR does not allow you to edit files with the extension **.bak**.

10.10 Technical details

- EDITOR produces ASCII files with no embedded specific control characters, so its output can be used for batch and similar files. It allows 8-bit characters to be entered and displayed.
- There is no size limit on the files you can edit, apart from the size limit imposed by the amount of disk space you have available.
- The **Enter** key inserts two characters into the file being edited: a carriage return (ASCII code 13) and a line feed (ASCII code 10), in that order. Note that a single CR, a single LF or a CR/LF pair is always treated as a single character when moving through the text.
- The **Tab** key inserts a character (ASCII code 09) into the file. On screen the **Tab** character inserts spaces from the cursor position to the next tab stop. A tab stop is preset at every eighth column across the screen.
- EDITOR does not insert any special End-of-File marker, but will recognize the End-of-File marker code 26 (ASCII Ctrl+Z) used by some older style editors.
- EDITOR provides automatic creation of **.bak** backup files. It does not allow you to edit files with a **.bak** extension.
- During use, EDITOR creates two temporary files in the same directory as the file you are editing. These are automatically deleted when you quit EDITOR.

10.11 Command summary

Table 10-1 Summary of EDITOR commands

Keys	Function
<i>Getting help</i>	
F1 or Ctrl+J	Displays help text
<i>Moving the cursor</i>	
Ctrl+QS	Start of the file
Ctrl+QD	End of the file
Home or Ctrl+QR	Start of the line
End or Ctrl+QC	End of the line
← or Ctrl+S	Character left
Ctrl+A	Word left
→ or Ctrl+D	Character right
Ctrl+F	Word right
↑ or Ctrl+E	Previous line
↓ or Ctrl+X	Next line
PgUp or Ctrl+R	Previous page
PgDn or Ctrl+C	Next page
<i>Deleting text</i>	
Del or Ctrl+G	Delete character
Ctrl+Y	Delete line
Backspace or Ctrl+H	Delete character to the left
Ctrl+T	Delete word to the right

Keys	Function
<i>Working with blocks of text</i>	
Ctrl+KB	Mark the start of a block of text
Ctrl+KK	Mark the end of a block of text
Ctrl+KV	Move a marked block of text
Ctrl+KY	Delete a marked block of text
Ctrl+KC	Copy a marked block of text
Ctrl+KW	Store a marked block of text in a file
<i>Saving files</i>	
Ctrl+KX	Save changes, exit
Ctrl+KD	Save changes, edit new file
Ctrl+KS	Save changes, resume
Ctrl+KQ	Abandon changes, edit new file
<i>Other commands</i>	
Ins or Ctrl+V	Switch between insert and overwrite modes
Ctrl+KR	Read in a file at the cursor
Enter or Ctrl+N	Insert a new line at the cursor

11 **Error messages and troubleshooting**

This chapter is divided into two sections:

- 11.1 Error messages** - an explanation of the DR DOS error messages,
- 11.2 Troubleshooting** - error recovery procedures.

11.1 **Error messages**

This section lists DR DOS error messages in alphabetical order, giving the origin of the message followed by an explanation of it and where possible, suggestions for correcting the error. At the end of the section is a separate list of the SID debugging tool error messages.

If an error message is not listed here, it is probably generated by one of your applications; consult your applications' documentation.

Note that all DR DOS external commands have a /H(elp) option which displays a screen of help text on the command, see DR DOS User Guide.

Reformatting

In some cases this appendix suggests reformatting and/or repartitioning as a remedy for some hard disk error conditions. Keep in mind that such action is an extreme corrective measure, because it destroys ALL the files within the partition. If possible, back up all the files within the partition first.

Performing a system reset

Error conditions that require you to perform a system reset, by pressing Ctrl+Alt+Del, are rare. If such a condition occurs make every effort to leave your program normally before resetting your system. If you have no alternative but to reset your system, try to close any open files before doing so.

Abort, Retry, Ignore, Fail ?

Origin	Several commands
Explanation	Typically this message follows an error in a read or write operation. You can respond by typing A, R, I or F. If the reason for the error is obvious (such as no diskette in the target drive) then correct the error and type R to try again. A (for abort) stops the current operation. I results in the next stage of the current operation continuing, as if the error had not been detected. F lets the current operation know that there is an error, and it may therefore continue or stop. In both the last two cases there is a risk of data being corrupted.

Access denied

Access denied for file

Access denied on source directory

Access to file ... denied

Origin	Several commands.
Explanation	The file is probably either a read-only file or a password-protected file. Read-only files can be changed to read-write via the ATTRIB command. To access a password-protected file you need to type the filename followed by a semicolon and then the password.

Attribute A,H,R or S expected to follow

Origin	ATTRIB, XCOPY
Explanation	You need to name the attribute explicitly when you type the command line. Retype the command line and include a letter to name the attribute. You can find out what the letters stand for by typing the command name followed by the /H(elp) option.

BACKUP file sequence error

Origin	RESTORE
Explanation	You have probably inserted a diskette from the wrong set of diskettes. If you have two sets of backup diskettes you may have restored from diskette 1 in the first set and then tried diskette 2 from the second set. Try again with the correct diskette.

Bad command or parameter; press ? for help

Origin SID
Explanation You have typed an incorrect command line. If you enter ? you will get a list of the valid SID commands. Typing ?? gives a more detailed listing with command syntax.

Bad file name

Origin SID
Explanation A filename in an E, R, or W command is incorrectly specified.

Bad media type

Origin Any application
Explanation The diskette you have inserted into the diskette-drive is not of the expected format.
Try another diskette.

Bad or missing file

Origin DR DOS startup procedure.
Explanation DR DOS either cannot find or cannot read the config.sys file on the root directory of your startup disk.
Alter the config.sys file and then restart DR DOS. See the description of config.sys in DR DOS User Guide..

Batch file ... missing retry (Y/N)?

Origin Batch files
Explanation DR DOS was unable to find the batch file that it was in the midst of processing. The batch file may have been deleted by one of the commands it contained.
Check your backup copy and correct the command that caused the problem.

Batch files nested too deep

Origin Batch files
Explanation One batch file can be called from within another batch file using the CALL command. The first batch file is then said to be nested within the second. This error message tells you that too many CALL statements have been made within the file.
Check the batch files and correct the command causing the error.

Binary reads from a device are not allowed

Origin COPY
Explanation You have attempted to copy from a device using the binary switch /B. Re-enter the COPY command without the /B switch. See DR DOS User Guide. for a full explanation of the COPY command.

Cannot access drive

Origin BACKUP
Explanation The target disk may not be inserted correctly, or it may be corrupt.

Cannot close

Origin SID
Explanation The disk file written by a W command cannot be closed.

Cannot copy to/from a reserved device

Origin REPLACE
Explanation REPLACE cannot be used to copy files to devices such as modems or printers.
Use the COPY command or the PRINT command if either of these are appropriate.

Cannot open ... (device)

Origin FIND
Explanation The FIND command cannot be used with devices. It is only used with files kept on disk.
Use the COPY command to copy the relevant files to disk first, and then perform the FIND.

Cannot XCOPY to/from a reserved device

Origin XCOPY
Explanation You have attempted to XCOPY to a device such as a modem or printer. XCOPY should only be used for copying to disks.
Use the COPY command instead.

Can't load DOS file

Origin DR DOS startup procedure
Explanation The file may be missing or corrupt.
Start DR DOS from your startup diskette. You will then need to copy the system files from that startup diskette back to the hard disk or diskette that failed. You can do this with the FDISK command (for a hard disk) or the FORMAT command (for diskettes). Remember, however, that both these commands erase the information already existing on the disk. See the descriptions of FDISK and FORMAT in DR DOS User Guide..

CGA display adapter not found

Origin MODE
Explanation You have specified a mode display option that is not relevant to your computer.

Codepage not prepared

Origin MODE PREPARE
Explanation You have specified an additional code page in the DEVICE command but have not prepared it yet.
To prepare the code page use the MODE PREPARE command (see DR DOS User Guide.). Include the code page in the cplist parameter.

Codepage operation not supported on this device

Origin MODE PREPARE
Explanation DISPLAY.SYS or PRINTER.SYS is not installed for this device.
Add or correct the DEVICE statements in the config.sys file using the
SETUP program, or by directly modifying config.sys.

Command or file name not recognised

Origin Any command
Explanation You have typed an invalid command.
Check the spelling (DR DOS User Guide explains how to recall, edit
and reissue commands) and re-enter the command or read Chapter
8 for a full list of valid DR DOS commands. Also check the path to
ensure that the required program, if correctly spelt, should be found.

Could not create new volume label on destination disk

Origin BACKUP
Explanation The disk is probably physically write-protected.
Remove the write-protection, see DR DOS User Guide.

Could not delete destination disk volume label

Origin BACKUP
Explanation The disk is probably physically write-protected.
Remove the write-protection, see DR DOS User Guide.

Could not load FORMAT

Origin BACKUP
Explanation FORMAT.COM is the file containing the DR DOS FORMAT command.
BACKUP tried to run FORMAT because it detected that the target
diskette was unformatted.
Ensure that the two files BACKUP.COM and FORMAT.COM can both
be accessed by DR DOS before you repeat the command. On a
diskette-only computer this may mean having both files present on the
same diskette in the drive. Alternatively repeat the BACKUP command
with a blank formatted disk in the target drive.

**Could not update destination disk backup file
Could not update destination disk control file**

Origin BACKUP
Explanation Your disk may be corrupted.

Could not update log file

Origin BACKUP
Explanation The BACKUP log file (if you have chosen to create one) is kept on the root directory of the disk from which you start DR DOS. If you have started DR DOS from diskette, make sure the diskette is in the current drive.

Current keyboard does not support this codepage

Origin MODE SELECT
Explanation The code page is still selected, but this message is displayed as a warning if the MODE SELECT command was used before the country has been changed on the keyboard with the KEYB command. The display and keyboard are therefore using different code pages. (The keyboard code page is changed automatically, but the country must be changed using the KEYB command.)
Use the KEYB command to set the new country for the keyboard, for example KEYB UK+,437 (see DR DOS User Guide).

Current path invalid

Origin FIND
Explanation Retype the command with the correct path.

Cyclic copy not allowed

Origin XCOPY
Explanation You have attempted to copy subdirectories using the /S switch. However, some of the subdirectories that would be copied are named as the target directories to receive the copy.
Copy to different directories, or to a different drive.

Data error

Origin Any application
Explanation There is an error accessing the device specified. Check the device (for example make sure it is connected properly). If the device being accessed is a disk drive (hard or diskette), this error implies that data on the disk is corrupt. Make backups of all non-corrupt files on the disk, and then either reformat the disk, or use a different disk.

Date is not valid

Origin BACKUP, RESTORE
Explanation The command cannot be executed with the date you have specified. The date may be typed wrongly, or it may be in the wrong format. Retype the command with a valid date. You may find the DR DOS DATE command helpful. Using it you can display the DR DOS current date in the preferred format.

Date must also be specified

Origin BACKUP
Explanation You need to include the relevant date when you specify a time in BACKUP.

Delete failed

Origin XDEL
Explanation Some or all of the files may be password-protected or read-only. See the descriptions of PASSWORD and ATTRIB in DR DOS User Guide for details of handling protected files.

Destination disk is full

Origin RESTORE
Explanation There is no further room for files on this disk. Restore the files to a different disk.

Destination file content lost during copy

Origin COPY
Explanation You have used the + feature within COPY to try to concatenate a file onto itself.
Copy the original file to a different filename. Then use the + feature to create a new file made from the original file concatenated with the renamed copy.

Destination must be a valid disk drive

Origin BACKUP
Explanation Valid drives are the physical diskette and hard disk drives. The destination drive must be different from the source drive.
Retype the command with the correct drives.

Destination path not found

Origin BACKUP, RESTORE
Explanation You have probably mistyped the path. Try typing the command path again.
Try again.

Device error during . . .

Origin MODE PREPARE, REFRESH, SELECT, or STATUS command
Explanation The printer was off-line or not switched on when the command was given.
Check the printer status before re-entering the command.

Disk drives or diskette formats are incompatible

Origin DISKCOMP
Explanation The two types of diskette to be compared are not the same. For example, you may be trying to compare a 1.2Mbyte diskette with a 360Kbyte diskette.

Disk full

Origin Any command
Explanation Erase some unwanted files from your disk and try again.

Disk read error

Origin SID
Explanation The disk file specified in an R command could not be read properly.

Disk write error

Origin SID
Explanation A disk write operation could not be successfully performed during a W command, probably due to a full disk.

Drive not ready

Origin Any command
Explanation The diskette is not correctly in the drive, or the drive door is still open.

EMM386: Invalid options or parameters specified....

Origin The config.sys file in the root directory of your startup disk.
Explanation You have incorrectly specified the DEVICE = EMM386.SYS statement in the config.sys file. Retype the statement in the config.sys file. The error message includes information about the correct usage. (You can use the SETUP program to install EMM386.SYS device driver.)

EMM386.SYS Requires an Intel 80386

Origin The config.sys file in the root directory of your startup disk.
Explanation You cannot load the EMM386.SYS device driver on this computer. This device driver requires an Intel i386, i486 or compatible processor.

EMM386: The driver can't install as there is no extended memory (above 1Mb) in this machine

Origin The config.sys file in the root directory of your startup disk
 Explanation You cannot load the EMM386.SYS device driver on a computer that does not have extended memory.

EMM386: The driver can't install as there is no unused 64Kb range available for memory management

Origin The config.sys file in the root directory of your startup disk.
 Explanation DR DOS is unable to find enough free memory to load the EMM386.SYS device driver, and provide a LIM window. Try again with the option /FRAME=NONE, see DR DOS User Guide.

Environment error

Origin SET
 Explanation DR DOS cannot find the current environment and so cannot change it.

Environment full

Origin SET
 Explanation You have probably tried to add one too many variables to the environment.
 Display the current variables by typing the SET command without any options, and then delete any environment variables that you do not need. See the description of SET in DR DOS User Guide.

Error on file ...

Origin PRINT
 Explanation PRINT has discovered an error in a file that it was trying to print. Attempt to recover the file to a different area of the disk.

Error reading configuration file

Origin FILELINK
 Explanation Your configuration file cannot be processed. Check that the format of the file is correct.

Error reading filelist . . .

Origin Several commands
Explanation The "filelist" file you specified cannot be processed. Check the format of your filelist. It must be in ASCII text format, use EDITOR to create it, not a word processor. Each filename in the list must begin on a new line. If you still have problems check the integrity of your disk using CHKDSK.

Error reading from standard input

Origin SORT
Explanation Standard input could not be read.
Check your source file or device for errors.

Error reading system area

Origin FDISK
Explanation This message implies a hardware failure.
Contact your dealer.

Error reading system files

Error writing system files

Origin FORMAT, SYS
Explanation Format has been unable to copy system files to a newly-formatted disk.
Check that the drive door is closed. If it is you may have a defective diskette.

Failed to change mode of printer . . .

Origin MODE
Explanation A MODE change could not be carried out on the printer.
Check that the printer is connected properly, and is online.

Failed to get current path on drive... (OS error code ...)

Origin Several commands
Explanation This is probably an error on the disk in the drive mentioned or a problem with the disk drive itself.
Consult your dealer.

Failed to set default system password

Origin PASSWORD
Explanation If you get this error message, make a note of the situation in which it occurred and contact your dealer.

File already open

Origin ATTRIB, PASSWORD, REPLACE, XCOPY, XDIR
Explanation The file cannot be accessed by the command you specified because the file is already open. This may mean it is in use by another program already in memory.
Close the file and try again.

Filename too long

Origin Several commands
Explanation DR DOS supports filenames up to eight characters with an optional filename extension up to three characters. This extension is separated from the filename by a period (.).
Retype the command with a shorter filename.

File not erased

Origin ERASE, ERA
Explanation The file may be a password-protected file or a read-only file.
Retype the command but add the correct password after the file specification. Or use the ATTRIB command to change a read-only file into a read-write file.

File not found

Origin Several commands
Explanation The command cannot find the file specified in your command line.
Check the spelling of the filespec. If the filespec was spelt correctly, use DIR or XDIR to check the contents of other directories for the location of the specified file.

File Sharing Conflict

Origin Any application
Explanation This error only occurs on network systems. The action you have requested conflicts with the actions of another user.

FORMAT not allowed on fixed media

Origin BACKUP
Explanation The command you have issued requires BACKUP to format a hard disk. This option is left out of BACKUP so that you cannot accidentally destroy the data on a hard disk.
Backup onto diskettes instead.

Format unsuccessful

Origin FORMAT
Explanation The diskette may be corrupted.
Try again. If the message recurs, your diskette is probably unusable.
Consult your dealer.

I/O error . . .

Origin Any application
Explanation An Input/Output error occurred while accessing the requested device.
In the case of a diskette-drive, this may mean a corrupt diskette.

IBMBIO.COM read error

Origin Diskette system loader
Explanation The programs used to startup DR DOS from diskette are corrupt or in the wrong order.
Start DR DOS from a different startup diskette. If you want to use the failed startup diskette again you will need to reformat it using the /S (copy system files) switch within FORMAT.

WARNING

Reformatting a diskette destroys all the files originally stored on it.

Illegal drive in Path Specification

Origin Several commands
Explanation You specified a drive that is not assigned in your system, or you mistyped the drive specification.
Retype the command with a valid drive.

Incompatible format for drive

Origin DISKCOPY

Explanation The diskette in the drive is not in the expected format for the drive.

Incorrect version of operating system

Origin Several commands

Explanation The version numbers are different between the DR DOS running on your computer and the file containing the utility that you have just tried to load.

The best solution is not to keep any old version of DR DOS on your disks.

Input redirection already active

Origin Command line instructions

Explanation You have tried to start input/output redirection when it is already happening.

Insert SYSTEM diskette in A: then PRESS Ctrl/Alt/Del...

Origin DR DOS hard disk system loader

Explanation This message follows any error message that arises from the hard disk system loader. The effect is to get you to restart DR DOS from your startup diskette.

Insufficient memory

Origin SID

Explanation There is not enough memory to load the file specified in an R or E command.

Invalid attempt to both set ... and remove

Origin PASSWORD

Explanation You have attempted to set and reset an option at the same time. Refer to the PASSWORD command in DR DOS User Guide for the permitted options and then retype the command.

Invalid baud rate

Origin MODE
Explanation The baud rate specified is not one of the standard baud rates. See the description of MODE in DR DOS User Guide.
 Retype the command with a standard baud rate.

Invalid break switch (use ON or OFF)

Origin The config.sys file in the root directory of your startup disk.
Explanation Use the SETUP program to set BREAK to ON or OFF, or directly modify the config.sys file, then restart the computer. Refer to the description of config.sys in DR DOS User Guide for details of the BREAK command.

Invalid characters in label

Origin LABEL
Explanation Create a different label, using only letters and numbers.

Invalid character in password

Origin PASSWORD
Explanation Create a different password, using only letters and numbers.

Invalid code

Origin GRAFTABL
Explanation Refer to the description of GRAFTABL in DR DOS User Guide for the correct code or use type the command followed by the /H(elp) option.

Invalid combination of options ...

Origin REPLACE, XCOPY
Explanation Certain options conflict if they are selected together.
 Refer to the command explanations in DR DOS User Guide for the available options. Type a new command that avoids the conflict.

Invalid command in CONFIG.SYS file

Origin DR DOS startup procedure
Explanation DR DOS does not recognize one of the commands in the config.sys file on the root directory of your startup disk.
Remove the invalid command from config.sys; the valid commands are described in DR DOS User Guide. There is no need to restart the computer.

Invalid country code

Origin The config.sys file in the root directory of your startup disk.
Explanation Alter the original config.sys file and then restart DR DOS. See the description of config.sys in DR DOS User Guide for a list of the supported country codes.

Invalid data in font file filename.CPI

Origin MODE PREPARE
Explanation There is a conflict between the code page specified in the DEVICE statements and that specified in the MODE PREPARE command.
Reload the font file from master disk.

Invalid date specified**Enter date: __**

Origin DATE, TOUCH
Explanation Enter the date in the correct format for your country. See the entry for DATE in DR DOS User Guide for examples of the correct format.

Invalid destination path

Origin REPLACE
Explanation Retype the command with the correct path for the destination of the copied files.

Invalid drive specified

Origin Several commands
Explanation You specified a drive that is not assigned in your system, or you mistyped the drive specification.
Retype the command with the correct drive specification.

Invalid file name

Origin Several commands
Explanation Retype the command with the correct filename.

Invalid file specification

Origin PRINT
Explanation Retype the command with the correct path and filename.

Invalid hard disk system partition

Origin DR DOS hard disk system loader
Explanation The system loader is unable to read information in the Partition Table. Restart DR DOS from diskette. Use the FDISK utility to recreate the partition on the hard disk.

WARNING

Using FDISK will destroy all the data on that partition of your hard disk.

Invalid last drive character (use A...Z)

Origin The config.sys file in the root directory of your startup disk.
Explanation Use the SETUP program to amend the LASTDRIVE entry in config.sys or modify config.sys directly and restart DR DOS. Refer to the description of config.sys in DR DOS User Guide for details of the LASTDRIVE command.

Invalid lines per inch

Origin MODE
Explanation You must specify either 6 or 8 lines per inch for your printer in the MODE command.

Invalid line width

Origin MODE
Explanation You must specify 80 or 132 characters per line for your printer in the MODE command.

Invalid number of buffers

Origin The config.sys file in the root directory of your startup disk.
Explanation Amend the BUFFERS entry in config.sys using the SETUP program or modify config.sys directly, and then restart DR DOS. Refer to the description of config.sys in DR DOS User Guide for details of the BUFFERS command.

Invalid number of data bits

Origin MODE
Explanation The databits setting specified is not one of the standard settings. See the description of MODE in DR DOS User Guide.

Invalid number of files (use 5...255)

Origin The config.sys file in the root directory of your startup disk.
Explanation Amend the FILES entry in config.sys using the SETUP program or modify config.sys directly, and then restart DR DOS. See DR DOS User Guide on config.sys for details of the FILES command.

Invalid number of parameters

Origin Several commands
Explanation You have typed too many, or conflicting, options.
Refer to the description of the command in DR DOS User Guide.

Invalid number of stop bits

Origin MODE
Explanation The stopbits setting specified is not one of the standard settings. See the description of MODE in DR DOS User Guide.

Invalid option - decimal number expected

Origin SORT
Explanation The /+n option of SORT stands for the on-screen column number at which you want the sort to occur. This number must be given as an ordinary number (a 'decimal'), and not as a hexadecimal.

Invalid option ... in parameter ...

Origin ATTRIB, PASSWORD, REPLACE, XCOPY
Explanation You have typed an option that DR DOS does not recognize. Refer to the command description in DR DOS User Guide for the correct options and then retype the command.

Invalid parameter

Origin Several commands
Explanation You have typed an option that DR DOS does not recognize. Refer to the command description in DR DOS User Guide for the correct options and then retype the command.

Invalid parameter - missing option

Origin FIND
Explanation You have typed an option that DR DOS does not recognize. Refer to the explanation of FIND in DR DOS User Guide for the correct options and then retype the command.

Invalid parity setting

Origin MODE
Explanation The parity setting specified is not one of the standard parities. See the description of MODE in DR DOS User Guide.

Invalid partition table

Origin DR DOS hard disk system loader
Explanation More than one partition is marked as bootable (that is able to start DR DOS), a non-existent partition is marked as bootable, or there is a hard disk failure.
Restart DR DOS from diskette. Use the FDISK utility to set the bootable partition, see DR DOS User Guide.

Invalid password

Origin Several commands
Explanation The password you have typed is not correct.

Invalid path or path not found Invalid path specified: check path

Origin Several commands
Explanation Retype the command with the correct path.

Invalid SHELL filename

Origin The config.sys file in the root directory of your startup disk.
Explanation Amend the SHELL entry in config.sys and restart DR DOS. See also the description of config.sys in DR DOS User Guide.

Invalid switch .. (PRINT already installed)

Origin PRINT
Explanation The option you chose cannot be set because PRINT is already installed in memory.
Carry on without the option, or restart DR DOS and load PRINT again.

Invalid time specified**Enter time: __**

Origin TIME, TOUCH
Explanation You entered the time in an incorrect format.
Enter the time in the format as shown in the screen prompt.

Label ... not found

Origin Batch file processing
Explanation A GOTO statement in the batch file refers to a label that does not exist.
Correct the batch file.

Line too long in file

Origin FIND
Explanation You have tried to use FIND on a non-text file. FIND is only designed for text files.

Loading conflict

Origin Several commands
Explanation There is probably not enough memory for the task you have specified. Free some memory by removing memory-resident programs that you do not need or, by reducing the amount of memory occupied by memory disks.

Log file path not found

Origin BACKUP
Explanation You have probably mistyped the path for the log file.
 Try again.

Mono display adapter not found

Origin MODE
Explanation The MONO display mode that you have specified is not supported by
 your display adapter.

No backup files present on source disk

Origin RESTORE
Explanation You inserted a disk that contained no backup files, or you inserted a
 backup diskette out of sequence.

No file

Origin SID
Explanation The file specified in an R or E command could not be found on the disk.

No files to backup

Origin BACKUP
Explanation No files matching the conditions you specified were found. You may
 have mistyped the file specification.

No operating system

Origin Hard disk system loader
Explanation This message originates in software that your supplier provides with
 the hard disk.
 Start DR DOS from the diskette. Copy DR DOS onto the hard disk and
 then use the FDISK utility to make the DR DOS partition «bootable»
 (that is, capable of loading DR DOS when the computer is started).

No space

Origin SID
Explanation There is no space in the directory for the file being written by a W
 command.

Non standard sector length - cannot write new boot sector

Origin SYS
 Explanation You have typed Y when asked whether a new boot sector is to be written. However SYS cannot recognise the disk format, since the sector size is not 512 (or a multiple of 512 for a hard disk). Backup any data on the disk and reformat it under DR DOS.

Not enough disk space

Origin REPLACE, SORT, XCOPY
 Explanation The disk has too much stored on it. Erase some unwanted files from the disk and try again.

Not enough memory**Not enough memory for ...****Not enough memory to ...**

Origin Several commands
 Explanation There is insufficient free memory for the command to work. Free some memory by creating a smaller memory disk, or by removing memory-resident programs that you do not need. Then try the command again.

Not ready error

Origin Any application
 Explanation The device you are trying to access is not responding. In the case of a diskette-drive, this usually means there is no diskette in the drive, or the drive door is not shut. With hard disks, this error may mean a hardware failure. Check your diskette is inserted correctly into the diskette-drive, and the door is shut. For hard disks, contact your dealer.

Operand

Origin SID
Explanation An attempt was made to assemble a command with an ambiguous operand. Precede the operand with the prefix «BYTE» or «WORD».

Operating system error

Origin Several commands
Explanation If you get this error message, make a note of the situation in which it occurred, and contact your dealer.

Operating system load error

Origin DR DOS hard disk system loader.
Explanation The computer cannot read the operating system's loader file. Restart DR DOS from diskette. Use BACKUP to save the files on the partition onto diskette. Use the FDISK utility to delete and then recreate the partition. Then use RESTORE to recover your files.

Output redirection already active

Origin Command line instructions
Explanation You have tried to start input/output redirection with it already happening.

Parameter not recognised

Origin BACKUP, MODE, RESTORE
Explanation You have typed an invalid option. Refer to the relevant command description in DR DOS User Guide for the permitted options.

Parameters not compatible

Origin FORMAT
Explanation The options that you have typed contradict each other. Refer to the entry for the FORMAT command in DR DOS User Guide, and then retype the command.

Parameters not supported for drive

Origin FORMAT
Explanation The options you have typed are not supported on the diskette drive you specified.

Path not found

Origin PASSWORD, REPLACE, XCOPY
Explanation The path you have typed is incorrect.
 Retype with the correct path.

Path is too long

Origin FIND
Explanation You have tried to specify a path name that is too long.
 Retype with the correct path.

Path was too long to backup - skipping over

Origin BACKUP
Explanation Your hierarchy of subdirectories is too complex.
 Simplify the arrangement of subdirectories on your disk and then try BACKUP again.

Physical Media Error

Origin Several commands
Explanation DR DOS was unable to read from or write to a disk. The disk has probably been corrupted.
 Copy as many files as you can from the corrupt disk to another disk and then reformat or dispose of the first disk.

Print queue full

Origin PRINT
Explanation If the printer is printing, try again later. Otherwise, delete a file that you do not need from the print queue and then try adding your file again.

Printer out of paper

Origin Any application
Explanation The printer you are attempting to access is out of paper.
Refill the paper tray, and try printing again.

Program terminated normally

Origin SID
Explanation The program running under SID completed, or was terminated by a
Ctrl+Break.

Protection level not changed file has no password

Origin PASSWORD
Explanation This message informs you that no password is attached to the file you
have named in the command line.

Read error on file

Origin FIND
Explanation Your disk may be corrupted.
Try again with a backup copy.

Resident portion installed

Origin MODE
Explanation A portion of the MODE.COM file remains in memory once MODE is
invoked, slightly increasing the amount of space occupied by DR DOS
on your system. This portion is called the resident portion.

Sector not found

Origin Any application
Explanation The requested sector on the disk is not present, or is corrupt. With
diskette-drives, this usually means that the diskette in the drive has not
been formatted.

Seek error

Origin Any application
Explanation The disk drive being accessed was physically unable to move its read/write heads to the requested location. This generally means a hardware failure.
Contact your dealer.

Source and destination cannot be the same file

Origin COPY, REPLACE, XCOPY
Explanation You have named the same file as both the source file and the destination file for the copying operation.

Source and destination drives are the same

Origin BACKUP, RESTORE
Explanation The destination drive must be different from the source drive (the drive containing the disk to be backed up or restored).
Retype the command with different source and destination drives.

Source drive must be specified

Origin BACKUP, RESTORE
Explanation BACKUP and RESTORE need both the source drive (the drive containing the disk to be backed up or restored), and the destination drive to be included in the command you type. These drives must be different drives.
Retype the command with the correct drives specified.

Source file . . . is not a valid source EXE file

Origin EXE2BIN
Explanation The file you tried to convert is not a valid executable type file.

Source path not found

Origin BACKUP, RESTORE
Explanation You have probably mistyped the path.
Try again.

Specified path is too long

Origin Several commands
Explanation You have tried to specify a path name that is too long.
 Retype with the correct path.

Specify source AND destination drives

Origin BACKUP, RESTORE
Explanation BACKUP and RESTORE need both the source drive (the drive containing the disk to be backed up or restored), and the destination drive to be included in the command you type. These drives must be different drives.
 Retype the command with the correct drives specified.

Switch value out of range

Origin PRINT
Explanation The value chosen for the option is out of the allowed range.
 Refer to the description of PRINT in DR DOS User Guide for the correct ranges for each option.

SYS is not supported on this operating system

Origin SYS
Explanation SYS only runs under DR DOS.

System files not found

Origin FORMAT
Explanation Specifies the /S switch within FORMAT but DR DOS cannot find the system files to copy onto the newly formatted disk.
 Retry the command with a copy of FORMAT that is on the disk from which you start DR DOS.

Time is not valid

Origin BACKUP, RESTORE
Explanation You have probably mistyped the time.
 Retype the command with a valid time. You may find the DR DOS TIME command helpful. Using it you can display, and if necessary, change the DR DOS current time.

Too few parameters

Origin MODE
Explanation You have not typed in enough information.
 Refer to DR DOS User Guide for a description of the MODE command
 and its various formats and parameters.

Too many files open**Too many open files**

Origin Several commands
Explanation You need to increase the number of files that can be open at one time.
 Read about the FILES command in DR DOS User Guide.

Too many files to sort

Origin XDIR
Explanation There is not enough room for XDIR to sort and then display all the files
 you have specified.
 Sort files from a subdirectory so that XDIR is sorting fewer files.

Too many parameters

Origin BACKUP, EXE2BIN, MEM, MODE, RESTORE
Explanation You have specified too many, or conflicting, options.
 Refer to the description of the relevant command in DR DOS User
 Guide.

Unable to backup due to sharing conflict

Origin BACKUP
Explanation The file you specified is currently being used by another process.
 Retry the command when the file is not being used.

Unable to convert. Initial IP of . . . must be 0 or 100h

Origin EXE2BIN

Explanation For an .exe file to be converted to a .com file, its entry point must be at offset 100h within its segment. For an .exe file to be converted to a .bin file, its entry point must be at absolute offset 0 in its memory usage. If either of these cases is untrue, the conversion cannot be carried out.

Unable to convert. Source file . . . has a stack declared

Origin EXE2BIN

Explanation You cannot convert a .exe file to either a .com or .bin file if the program has a stack statement declared.

Unable to convert. Source file . . . requires relocation fixups

Origin EXE2BIN

Explanation The destination file is to be a .com type, but its header contains relocation items which must be performed.

Unable to convert. Source file . . . requires too much memory

Origin EXE2BIN

Explanation The destination file is to be a .com type but it requires more than 64 Kbytes to run.

Unable to create directory

Origin MKDIR, XCOPY

Explanation Your disk is probably full, or it is physically write-protected, or corrupt. You can also get this message if you try to create a directory with the same name as an existing directory. Use DIR to find out the amount of free space on the disk, and then delete unwanted files. Check the disk for write-protection (see DR DOS User Guide). Try creating a different directory name, or create the directory on a different drive.

Unable to delete existing volume label

Origin LABEL
Explanation The diskette is probably physically write-protected.

Unable to find start of program code

Origin EXE2BIN
Explanation The source file contained a valid .exe header but no valid program code.

Unable to open codepage font file

Origin MODE PREPARE
Explanation The code page font file specified in the MODE command could not be found.
Make sure that you are specifying the drive, path and file name of the driver correctly.

Unable to open or create destination file

Origin EXE2BIN
Explanation The program was unable to access the specified destination file. This is probably because there is already a read-only file of the same name.

Unable to open source file

Origin EXE2BIN
Explanation The specified source file does not exist. Check the name of your source file.

Unable to perform refresh

Origin MODE REFRESH
Explanation The printer driver does not have a copy of the code page to download to the printer.
Prepare and select the code page. To prevent this error recurring, make sure that the number of additional code pages (n) defined in the DEVICE=PRINTER.SYS statement is one or greater, see DR DOS User Guide.

Unable to read BACKUP file

Origin RESTORE

Explanation There is a problem with the diskette you have inserted. It may be the wrong diskette, or it may have been inserted out of sequence, or corrupted.

Try again with the correct diskette.

Unable to read from codepage font file

Origin MODE PREPARE

Explanation The complete contents of the font file could not be read because of a disk error that occurred during the MODE command.

Reload the font file from the master disk.

Unable to read relocation information

Origin EXE2BIN

Explanation The segment fixup information in the .exe header of the source file is not valid.

Unable to restore due to sharing conflict

Origin RESTORE

Explanation The file you specified is currently being used by another process.

Retry the command when the file is not being used.

Unable to set volume label

Origin LABEL

Explanation The diskette is probably physically write-protected.

Remove the write-protection, (see DR DOS User Guide), and try again.

Unable to write to destination

Origin RESTORE
Explanation The destination disk is probably physically write-protected.

Unable to write to destination file

Origin EXE2BIN
Explanation The program was able to open, but could not write to, the destination file. This is probably due to a hardware malfunction.

Unknown error code

Origin Several commands
Explanation If you get this error message, make a note of the situation in which it occurred, and contact your dealer.

Unknown switch

Origin Several commands
Explanation You have specified an option that does not exist.
Refer to the description of the command in DR DOS User Guide for a list of the valid options. Then retype the command.

Unrecognized display mode

Origin MODE
Explanation You have probably mistyped the display mode. The MODE command description in DR DOS User Guide contains a listing of the display options.

Unrecoverable read error on SOURCE diskette**Unrecoverable read error on DESTINATION diskette****Unrecoverable format error on DESTINATION diskette****Unrecoverable verify error on DESTINATION diskette**

Origin DISKCOMP, DISKCOPY
Explanation The diskette is probably corrupt.
Use the backup copies of your files.

Use another boot disk

Origin Diskette system loader
Explanation The programs used to startup DR DOS from diskette are corrupt, or in the wrong order.
Startup DR DOS from a different startup diskette. If you want to use the failed startup diskette again you will need to reformat it using the FORMAT command with the /S (copy system files) switch. The FORMAT command is explained in DR DOS User Guide.

WARNING

Reformatting a diskette destroys all the files originally stored on it.

Verify error

Origin FORMAT
Explanation You probably have a corrupt disk. Consult your dealer.

Verify error at s:o

Origin SID
Explanation The value placed in memory by a Fill, Set, Move, or Assemble command could not be read back correctly, indicating bad RAM or attempting to write to ROM, or non-existent memory at the indicated location.

Write error

Origin FORMAT
Explanation You probably have a corrupt disk. Consult your dealer.

Write protect error

Origin Any application
Explanation The diskette to which you are attempting to write is physically write-protected.
Remove the write protection (see DR DOS User Guide if you are not sure about this), or use a different, non-write-protected diskette.

Wrong boot sector format for SYS

Origin SYS
Explanation You may have typed N when asked whether a new boot sector is to be written. SYS only copies files to a disk with a DR DOS boot sector.

Wrong version of operating system

Origin BACKUP, MODE, RESTORE
Explanation The version numbers are different between the DR DOS running on your computer and the file containing the utility that you have just tried to load.
The best solution is not to keep any previous version of DR DOS on your disks.

11.2 Troubleshooting

This section discusses several classes of errors, their causes, and some recovery procedures under the following headings:

- Troubleshooting checklist
- Diskette handling
- Corrupted files
- When absolutely nothing happens
- Unresolvable errors

Troubleshooting

This checklist covers some of the more common error conditions.

- Have you prepared a DOS partition on your hard disk? You cannot access your hard disk until this is done. See DR DOS User Guide for a description of the disk partitioning utility, FDISK.
- Is your hard disk unit turned on? An external hard disk unit may have its own electrical connection.
- Are the peripheral devices connected properly to your computer and to electrical outlets?
- If a file is set to read-only, you cannot edit the file. Use the ATTRIB command to set the file to read-write, see DR DOS User Guide.
- Did you specify a directory when typing the command line? By default DR DOS looks for the file only in the current directory of the current drive.
- Is the file password-protected? Refer to DR DOS User Guide for information on password protection.
- Are you running a program under the correct operating system version? Many DR DOS commands run only under the operating system with which they are shipped.

Diskette handling

Diskette handling is the source of many errors. Here is a summary of points to check through (see also DR DOS User Guide which describes how to handle diskettes.)

- Is the disk correctly inserted and the drive door closed?
- Is the disk the correct type for the drive?
Double-sided drives can read single- and double-sided diskettes. Single-sided drives can access only single-sided diskettes.
Some drives are designed to access both 1.2 Mbyte diskettes and 360 Kbyte diskettes. Other drives will only access one of these types. Still others will only access 160 Kbyte and 180 Kbytes diskettes, or 3.5" diskettes. The FORMAT command description in DR DOS User Guide contains full details of diskette types.
- Is the disk physically write-protected? See DR DOS User Guide if you are unsure about write-protection.
- If the error is not caused by one of the above problems, the disk might be damaged. Use the COPY command (see DR DOS User Guide) to copy information to a new disk. Replace any files you cannot copy with the files from your backup disk. If you have not maintained a backup disk, you must recreate the missing files.

You can use the CHKDSK command to check the condition of your disks. The verification process is non-destructive. See DR DOS User Guide for instructions on how to use CHKDSK.

If these directions fail to correct an error condition, you may be faced with a hardware error: contact your dealer.

Corrupted

Files can be corrupted by all kinds of unforeseen events. Power failures are probably the most common cause.

Replace the damaged file from your backup copy. If you do not have a backup copy, you will have to recreate the file.

If files are corrupted after you run a program that you yourself have written, debug the program carefully. Your program might be overwriting other files on the disk, or corrupting the directory.

When absolutely nothing happens

First, wait. Some programs take a long time to finish. Some errors, such as disk Input/Output errors, cause DR DOS to retry the operation many times. With experience, you will know when a command is taking too long.

Unresolvable errors

If you encounter an error condition you cannot correct, contact your dealer. Be prepared to provide the following information:

- The text of any error messages you received.
- The serial number of your operating system. (This number appears on your distribution diskette label.)
- What your computer configuration is, that is the number of drives, quantity of memory, and any additional equipment such as printers or modems.
- Enough information to reproduce the error. Try to recall which programs were running when the error happened. If possible, provide a diskette with a copy of the program.

12 Glossary

active window

This is the window that you are currently doing things in. Only one window can be active at a time. You can tell which window is currently active because its title bar is shaded and there is a gray rectangle round the first item in the window. You make a window active either by clicking in it with the mouse, or by pressing the **Tab** key.

Ambiguous filename

A filename that contains either of the DR DOS wildcard characters ? or *. When you replace characters in a filename with these wildcard characters, you create an ambiguous filename and can easily reference more than one DR DOS file in a single command.

application

A piece of software used to carry out a particular task, like a word processor or graphics package.

An application is a program such as a word processor that you use on your computer. You can use applications from within ViewMAX by opening the icon that represents the application.

ASCII

The American Standard Code for Information Interchange is a standard code for representing numbers, letters and symbols. An ASCII text file is a file that can be intelligibly displayed on the video screen or printed on paper.

Autoexec.bat file

This is a configuration file which DR DOS executes everytime it is started. The easiest way to change the **autoexec.bat** file is to use the SETUP program.

Backup

A copy of a file, directory or disk made for safe keeping.

Batch file

A file containing a sequence of commands. When you type the name of the file at the command line, each command in the file is carried out in turn, just as if you had typed the commands individually. The filename becomes in effect a «command» in itself. Batch filenames can be up to eight characters in length, but must always have the extension **.bat**.

Baud rate

The baud rate is the number of bits transmitted per second in serial communications.

Bit

A bit is the smallest unit of memory in a computer. Bits are electronic switches. They are given values to indicate whether they are switched on or off, 0 is off and 1 is on. Eight bits are equal to one byte, or character. See also *Byte*.

Buffer

An area of memory that temporarily stores data during information transfer.

Built-in command

See *Internal* command.

button

A button is a graphical representation of an option on screen. Typically it is a word or a few words surrounded by a rectangle. You can select a button in several ways:

- by clicking on it with the mouse.
- by moving the gray rectangle over it with the cursor keys and then pressing **Spacebar**.
- by pressing **Alt**+underlined letter.

The buttons you'll see most often are the OK and Cancel buttons.

Byte

A unit of memory or disk storage usually used to represent one character. See also *Bit*.

Cache

A cache or disk cache is an area of RAM memory used to store data accessed frequently from disk. If your applications want to access a disk for data, it can become time-consuming. To speed up the process of reading and writing data to and from disk, you can set up a cache. Whenever data is read or written from disk, a check is made to see if a copy is in the cache first. If it is in the cache, the copy is used. Caches are very useful for increasing the performance of applications that have to access a lot of data from disk, like databases and spreadsheets.

Click/clicking

Clicking is the term describing pressing and immediately releasing the mouse button.

Code page

A code page is a table stored in your computer which defines the particular character set required by a specific national language.

Code page switching

This is a mechanism DR DOS uses to allow you to use the range of characters needed in a variety of national languages. Using it you can switch between the different character sets needed by differing languages.

Command

A short program in DR DOS designed for a specific task.

Command line

The command followed by any other relevant information given at one time to the computer, to enable it to carry out your instructions. The command line ends when you press the **Enter** key.

Communications port

A socket to which another computer may be attached usually via a cable, thus allowing the computers to communicate with each other.

Config.sys file

A configuration file which DR DOS executes everytime it is started. It contains various commands used to set up your system for items like keyboard and country information. The easiest way to change the **config.sys** file is to use the SETUP program.

Conventional memory

Memory below 640 Kbytes, sometimes called base memory. It is generally where the operating system and applications are loaded. It is usually referred to as RAM (Random Access Memory).

Current disk drive

The drive on which DR DOS first looks for files. The current drive letter is the one displayed on the DR DOS prompt.

Cursor

A blinking line or block on the screen that indicates where your next keystroke will have an effect.

Databits

Refers to the number of bits used to define a character on serial data transmission, usually 7 or 8. When connecting two computers together via the communication ports, it is important to set the same number at each end.

Default

A pre-set value used by a computer until it is specifically changed by a user.

default button

The default button is the one with a thicker black rectangle around it. It is the one you can select by pressing Enter. In ViewMAX, the OK button is most often the default button.

Device

A device is a piece of hardware attached to a computer (usually a peripheral), for example a printer or mouse.

Device driver

Device drivers are programs that are loaded alongside the operating system to operate hardware devices which are not recognized as a default part of the system. Device drivers usually have the extension **.sys**.

dialog box

This is a small screen that appears over the ViewMAX windows. It provides or requests information.

Directory

A place on disk where filenames are stored so that DR DOS can find the files when needed. Each disk can contain many directories.

Disk

Magnetic medium used for storing information.

Disk cache

See *Cache*.

Diskette

A disk that can be removed from the drive (also known as floppy disks).

Disk operating system

A collection of programs that manages computer resources and other programs on a computer.

document

A term that describes various kinds of data files.

double-click

This means to press and release the mouse button twice, quickly. Its keyboard equivalent is pressing the Enter key.

dragging

This describes the action of clicking and holding down the mouse button while moving the mouse cursor across the screen.

Drive

The device that holds and reads a hard disk or diskette.

EDITOR

A DR DOS program that allows you to create and edit ASCII text files on a computer.

EMM

Expanded Memory Manager, see also DR DOS User Guide.

EMS

Expanded Memory Specification, see also DR DOS User Guide.

Enter key

The key that tells DR DOS to carry out a command. Also referred to as **Return** or ↵.

Executable

This means «programs that can be run by the computer». Executable code is a series of instructions that can be carried out by the computer. Executable programs usually have the extension **.exe** or **.com**.

Expanded memory

Expanded memory is often known as LIM memory. The LIM EMS standard was jointly devised by Lotus, Intel and Microsoft®. EMS is the Expanded Memory Specification. It describes ways in which a program may access up to 32 Mbytes of memory outside conventional memory. Programs that use expanded memory include spreadsheets, databases, and other programs that need access to large amounts of data. For more details see DR DOS User Guide.

Extended memory

Memory above 1 Mbyte on 80286, i386 and i486-based computers, see also DR DOS User Guide.

External command

Commands that are used less often than other commands, and so are not automatically loaded into memory. To save space they are stored on disk instead. They have the file extension **.com** or **.exe**. When you enter an external command, DR DOS retrieves the «command file» from disk and runs it. The memory used by the command is freed when it has finished its work. See also Internal command.

File

A collection of related instructions or data stored on disk.

File Allocation Table (FAT)

The File Allocation Table is a kind of index which exists at the start of every disk, and is used by the operating system to locate entries for files.

Filename and filename extension

The name assigned to a file. A filename can include a primary filename of 1 through 8 characters and optional filename extension of 1 through 3 characters. A period (.) separates the filename from the filename extension.

Filespec

Short for file specification. The combination of drive letter, path, and filename that identifies a file uniquely to DR DOS.

Fixed disk

See Hard disk.

Floppy disk

See Diskette.

folder

This is the equivalent of a DR DOS directory or subdirectory. A folder can contain documents and other folders

Format

The process by which DR DOS prepares a disk for use by writing electronic markers onto the disk, so that DR DOS can store and retrieve files. FDISK is used to format hard disks and the FORMAT command is used to format diskettes. When you format a disk, all the information previously stored on the disk is erased, so take care when you use these commands.

Hard disk

A disk for storing information that is not removable from the computer. They usually have large storage capacity and provide fast access to data.

High memory

The first 64 Kbytes of extended memory, see also DR DOS User Guide.

icon

An icon is a small symbolic picture. ViewMAX icons represent disk drives, folders, and files. Refer to Chapter 5 for more information.

Input

Information going into the computer, usually from you typing at the keyboard or from a program reading from disk.

I/O

Abbreviation for input/output.

Internal command

A DR DOS command that usually resides in memory. These commands respond quickly because they do not have to be loaded from disk.

Kilobyte (Kbyte or KB)

1024 bytes, denoted as 1Kbyte, 1 KB or 1 K. 32 Kilobytes equal 32 Kbytes. 1024 Kbytes equal 1 Megabyte (or Mbyte), over one million bytes.

Label

A marker within a batch file. It is used to indicate the specific point that execution jumps to, following a GOTO statement.

LIM

See *Expanded memory*.

Logical drive

The operating system's internal representation of a drive. It may refer to an actual disk device, or to a group of directories specified using the SUBST command.

Megabyte (Mbyte or MB)

A unit of storage in a computer denoting 1024 Kbytes. It is usually denoted as 1 Mbyte or 1 MB.

Memory

Memory is where the computer stores data and programs. It is measured in bytes. One byte is equal to a group of eight bits. A bit is the smallest unit of memory in a computer. Each bit has the value 0 or 1. Memory is thought of in bytes because one byte of memory can be used to represent a character such as «a», «?», or «4». One thousand and twenty-four bytes is equal to one Kilobyte or (Kb) for short. As computers contain a lot of memory, memory is usually talked about in terms of Kilobytes rather than bytes. The usual size of memory in personal computers is 640Kbytes, or greater. See also DR DOS User Guide.

Memory disk

A portion of computer memory that is made to act like a very fast disk. You store your files on it in the same way as on a physical disk. Information stored on a memory disk is lost when the computer is switched off or when DR DOS is restarted. Memory disks are therefore best used for temporary storage of expendable data. They are also referred to as *RAM* disks or *Virtual* disks.

menu

The menu is the display of choices from which you select your commands. In ViewMAX, you display the menus from the menu bar (see below).

menu bar

A menu bar is a list of menu titles along the top of the screen. The menu bar contains the titles File, Options, View, Help, and ViewMAX.

Modem

Modulator/Demodulator. A device which converts a digital signal from a computer into an analogue signal which can then be transmitted down telephone lines and decoded by a modem at the receiving end.

Online

A computer or peripheral is «online» when it is switched on and ready to accept information.

Operating system

See Disk operating system.

Output

Data that the computer sends to the console, disk or some other device.

Parallel

The carrying out of several tasks at the same time. For example in parallel communications, 8 bits of a byte would be transmitted together (see also *Serial*).

Parity

A means of checking that data has been transferred correctly, either between computers across a communications link, or between components inside a single computer, such as a disk and memory.

Partition

A partition is a section of a hard disk created by the FDISK disk preparation utility.

Password

A series of characters needed to gain access to a computer, file or directory.

Path

The description of the route through the directory hierarchy to a subdirectory or file. A drive letter can also be included at the beginning of the path.

PC

An abbreviation for personal computer

Peripheral

An external device connected to the computer. Peripherals are generally used for input and output. Examples include disks, modems, and printers.

Piping

The process where the output from one program is made to be the input for another.

Program

A series of specially coded instructions that perform a specific task when executed by a computer.

Prompt

The display on the screen that shows you DR DOS is ready to receive a command. The standard DR DOS prompt can be changed by using the PROMPT command.

radio button

A radio button is different from a normal button in that when it is selected, it causes an adjacent button to become deselected. Its name comes from the sort of push-button controls that are found on radios.

RAM

Random Access Memory is a type of memory that is used to load and run programs from. It can be thought of as the computer's workspace. The more complex a task you want to do, the more RAM memory your computer needs. It is memory that can be read to, as well as written from, in any order. See also *ROM*.

RAMdisk

See *Memory disk*.

Read-only (RO)

An attribute that can be assigned to a file or directory. When switched on, the read-only attribute allows you to read from the file but not to write any changes to it.

Real time

A system where execution depends on critical timing criteria. For example a system may be required to respond to some event within a given time.

RETURN

See **Enter** key.

ROM

Read-Only Memory. This is a type of memory which you can only read or copy; you cannot alter it's contents. It is normally used to contain the computers diagnostic programs, and a very basic input/output system (or BIOS).

Root directory

The root directory is the main directory on any disk. All first-level subdirectories are part of the root directory. Both subdirectories and files can be kept in the root directory. The main directory that DR DOS creates on disk when the disk is formatted.

rubber rectangle

This is something you draw round several items by dragging the mouse. You start dragging from outside the top left hand corner of the first item you want to drag, then continue to the bottom right hand corner of the last item. Once you have drawn a rubber rectangle round several items, you can perform the same commands on all of them at once. This is useful if you have several items that you want to copy or delete.

scroll bar

The scroll bar appears at the edge of a window, either along the bottom edge or along the right-hand side, in the case of ViewMAX. It contains scroll arrows and a slider, and the slider indicates what proportion of the window you are currently looking at. The scroll arrows are used to move the slider up and down, to change the view of the window either up or down.

Scrolling

This describes moving up and down through a list of options using the scroll bar on the right-hand side of your screen. You scroll through the contents of a window when there are too many items to see all in one go. The keyboard equivalent of scrolling is to use the **Pg Up** and **Pg Dn** keys.

Serial

The carrying out of tasks one after the other. For example in serial communications, each byte is transferred one bit at a time (see also Parallel).

Session

A session at your computer is the time between switching on and when you next switch off.

shift-clicking

This is pressing the shift key and clicking with the mouse at the same time. You use this technique to select several items at once when they are not all grouped together, but appear all over the window.

SID debugging tool

A powerful debugger which allows you to test and debug programs interactively, see DR DOS User Guide.

Stopbits

A term used in serial data transfer to distinguish where one character starts and another stops, communication programs normally add one, or sometimes two, stopbits on the end of each character. Like databits, it is important that the number of stopbits set up agrees at both ends of the line.

Strings

A sequence of characters, such as «hello» or «arc132».

Subdirectory

Any directory that is not the root directory on a disk can be called a subdirectory.

Timeout

DR DOS sets a time limit for response to a command, so it can detect if something is taking too long to respond (for example a printer may have inadvertently been switched off), and return an error message.

Upper memory

Memory between 640 Kbytes and 1 Mbyte (384 Kbytes) reserved for use by the video display adapter, add-on adaptors, and system software, see also DR DOS User Guide.

Utility

A DR DOS program that enables you to perform certain operations such as copying, erasing, or editing files.

Variable

In batch files, a variable is a character that is substituted for a filename when the batch file is run.

Video memory

A special area of memory used by the hardware which operates the computer's display or monitor.

Virtual disk

See *Memory disk*.

Volume label

The name given to a disk for identification. It is set by the LABEL command. You can display the volume label on a disk using the VOL command.

Wildcard characters

Special characters that match certain specified items. In DR DOS there are two wildcard characters, ? and *. The ? can be substituted for any single character in a filename and the * can be substituted for one or more characters in the filename or filename extension, or both.

Wildspec

The same as *filespec* except that you can use wildcard characters in the command syntax to specify groups of files.

window

Your ViewMAX screen is divided into two windows, an upper one and a lower one. Each window shows you the contents of a disk or a folder. The windows are independent of one another, and you switch between them using the **Tab** key, or by clicking in the window you want with the mouse.

Write-protected

A write-protected disk, directory or file can be read but not altered or erased. Disks are write-protected physically, usually by the absence or presence of a notch on the diskette casing. Files are write-protected via the ATTRIB command (setting the read-only attribute), and files and directories can be write-protected via the PASSWORD command.

XMS

Extended Memory Specification which defines a protocol that controls access to high, upper, and extended memory on Intel 80286, i386, and i486-based personal computers.

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Command line editing and recall keys

NOTE : Information entered on the command line is stored for reuse.

Esc	Cancel command line
Backspace	Delete previous character
Del	Delete the next character
Ins	Switch insert mode on or off
F1	Copy and display one character from the stored line
F2	Copy all characters up to a specified character
F3	Copy all remaining characters from the stored line to the display
F4	Delete all characters up to a specified character in the stored line
F5	Copy current line to the stored line
F6	Insert End-of-File marker (Ctrl+Z)

Extended command line editing

NOTE : Enable using the SETUP program, select HISTORY=ON.

← or Ctrl+S	Move one character left
→ or Ctrl+D	Move one character right
↑ or Ctrl+E	Move to previous command in memory
↓ or Ctrl+X	Move to next command in memory
↵ Enter or Ctrl+M	Enter the command line
Backspace or Ctrl+H	Delete character to left of cursor
Del or Ctrl+G	Delete character at cursor
Ins or Ctrl+V	Switch insert/overwrite modes on or off
Ctrl+A	Move one word left
Ctrl+F	Move one word right
Home or Ctrl+Q	Move to start of line
End or Ctrl+W	Move to end of line
Ctrl+T	Delete word
Ctrl+Y	Delete line
Ctrl+B	Delete to beginning of line
Ctrl+K	Delete to end of line
Ctrl+R	Command line search
Ctrl+_	Switch search mode on or off; default is off

Editor

NOTE : To load a file to be edited type EDITOR [filename].

Getting help

F1 or Ctrl+J Help text

Moving the cursor

Home or Ctrl+QR	Top of file
End or Ctrl+QC	End of file
Ctrl+QS	Start of line
Ctrl+QD	End of line
← or Ctrl+S	Character left
Ctrl+A	Word left
→ or Ctrl+D	Character right
Ctrl+F	Word right
↑ or Ctrl+E	Previous line
↓ or Ctrl+X	Next line
PgUp or Ctrl+R	Previous page
PgDn or Ctrl+C	Next page

Deleting items

Del or Ctrl+G	Delete character
Ctrl+Y	Delete line
Backspace or Ctrl+H	Delete character to left
Ctrl+T	Delete word to right

Working with blocks of text

Ctrl+KB	Mark the start of a block of text
Ctrl+KK	Mark the start of a block of text
Ctrl+KV	Move a marked block of text
Ctrl+KY	Delete a marked block of text
Ctrl+KC	Copy a marked block of text
Ctrl+KW	Store a marked block of text in a file

Saving and quitting

Ctrl+KX	Save changes, exit
Ctrl+KD	Save changes, edit new file
Ctrl+KS	Save changes, resume
Ctrl+KQ	Abandon changes, edit new file

Other commands

Einf. oder Ctrl+V	Switch between insert and overwrite modes
Ctrl+KR	Read in a file at the cursor
Ctrl+N	Insert a new line at the cursor

Entering DR DOS Commands

NOTE : Most commands have a parameter [/H]. If you enter the command followed by /H, help information is displayed.

filename	The command's filename. File extension unnecessary.
dirname	Represents a directory name.
filespec.	can include some or all of the following: [d:][dirpath]filename[.typ][;password] where d: = drive (optional), e.g. C: dirpath = directory path or location, e.g. \work\or\ [.ext] = file extension, e.g..bat ;;password] = optional
wildspec.	Same as filespec, but you can use the wildcard characters ? and * in filenames and extensions to specify groups of files.
@	Inserted in front of a source filespec indicates that you can insert a filename containing a list of files which you want the command to have an effect on. For example, you can create a text file using EDITOR containing four filenames and call it <i>source.fl</i> , then give <i>source.fl</i> as the filename in a command line. <i>NOTE : Each new filename in your text file must start on a new line. You can use wildcards in the filenames, but NOT in the filelist filename.</i> Using the @ symbol is like using wildcard character except you have the advantage of being able to specify several <i>unrelated</i> filenames at one time.
device	Represents a peripheral device, e.g. prn.
[]	Square brackets mean an optional clause in a command. Type what is shown in the brackets. Do not enter the brackets into the command line. For example for [/S] you type /S.
 	A vertical bar means either/or. Choose one or the other. Do not type the vertical bar.
...	Indicates that you can repeat an item. For example if a wildspec or filespec is followed by ..., it means you can have multiple files, or wildspecs on one command line. <i>NOTE : All punctuation (excluding the special cases above) should be entered as shown.</i>
n	Enter a number within a specified range.
command	Any parameter or option entered on a command line after the command name.

DR DOS Commands (continued)

**APPEND [H] d:path [;[d:]path...][X:ON|OFF][E:ON|OFF]
[PATH:ON|OFF]**

Specifies a search path for data files and overlays. The /X option causes APPEND to work with programs which use Search First, Find First and Exec functions. APPEND; returns to the default value of no search path.

ASSIGN

ASSIGN d=d [d=d][A]

Reassign a drive identifier to a different drive or subdirectory, e.g. C=A. Enter ASSIGN with no parameters to remove all assignments made.

ASSIGN /A displays current assignments, that is C maps onto A.

ATTRIB [H][+|-A][+|-H][+|-R][+|-S][@] wildspec[...] [/P][S]

Display/modify a file's attributes.

**BACKUP [H] source_drive [filespec] destination_drive
[S][F][M][D:date][T:time][A][L:path]filename.ext]**

Make backup copies of hard or diskettes.

BREAK [ON|OFF]

Allows a program to be stopped by pressing Ctrl+Break; default is off. Entering BREAK on its own displays its current status.

CACHE [H][S=nnnn][X][E]

A disk cache program used to speed up disk access. /S sets up the cache size in Kbytes. The default, if no size is specified, is 64 Kbytes.

CHCP

Display the current codepage.

CHCP [437|865|860|863|850]

Change the specified code page for all devices. NLSFUNC must be loaded.

CHDIR | CD [d:]dirpath

Show the current path or change to another subdirectory.

CHKDSK [H]:d][A][B][C][D][F][L][M][P][R][S][V]

Check integrity of data on disks. Restore corrupted disks.

CHKDSK wildspec

Display the number of non-contiguous areas occupied by file(s).

CLS

Clear display screen.

COMMAND [d:]dirpath][CCTY-devicename][E:nnnnn][P][C string]

Loads a second copy of the DR DOS default command processor.

COMP [H][wildspec][wildspec][A][M:matches]

Compare files character by character and report character mismatches. COMP on its own assumes a filespec of *.*.

**COPY device|wildspec[/switch][+wildspec2[/switch]...]
device|filespec[/switch][A][B][V][S][C][Z]**

Copy or concatenate files.

DR DOS Commands (continued)

CTTY device

Redirect console input and output from/to another device.

CURSOR [/H]/[Snn]/[C]/[OFF]

Provides an easily visible cursor for use on laptop and portable computers.

DATE [mm-dd-yy]

DATE [dd-mm-yy]

DATE [yy-mm-dd]

Display and/or set the month, day and year. The format depends on your COUNTRY setting. Enter DATE on its own to see the format to use.

DEL wildspec [/C]/[S]

Erase specified files from the directory.

DELQ wildspec [/S]

Delete files, but query first. Same as ERAQ.

DIR [wildspec]/[W/L]/[D/S/A]/[N]/[P]/[R]/[C]

Display contents of a disk directory.

DISKCOMP [/H][d:[d:]]/[1]/[8]/[V]

Compare entire diskettes of the same format or verify a diskette.

DISKCOPY [/H][source_drive][destination_drive]/[1]

Copy entire diskettes of the same format.

EDITOR [/H][filespec]

A program used to display and change text files.

ERAQ wildspec [/S]

Delete files but query first. Same as DELQ.

ERASE | ERA wildspec [/C]/[S]

Delete specified files from the directory.

EXE2BIN [/H]file1[.ex1][file2[.ex2]]/[Sxxxx]

A utility used to convert .exe type executable program files produced by a DOS linker, into a binary image (.bin) or .com executable file.

EXIT

Stop COMMAND.COM and return (from the DR DOS prompt) to another program.

FASTOPEN [/H]

Increases the speed with which disk files can be accessed when the same files are constantly used. FASTOPEN.EXE is necessary for some applications. To change the FASTOPEN defaults, use the **config.sys** FASTOPEN setting.

FDISK [/H]/[D]

Disk-partitioning program used to prepare hard disks. /D allows deletion of existing non-DOS partitions (use with care).

FILELINK [/H] command [@] [wildspec] [wildspec2] [comparm] [/A]

[/D:date] [/H] [/M] [/P] [/R] [/S] [/U] [/X]

A utility used to transfer files between two computers connected via their serial communication ports. *command* can be: DIRECTORY, DUPLICATE, RECEIVE, SETUP, SLAVE, QUIT or TRANSMIT.

DR DOS Commands (continued)

FIND [/H] [/B] [/C] [F] [/N] [/S] [/U] [/V] "search string" [@] wildspec[...]

Search for a string of characters in a group of files and display the lines containing the search string.

FORMAT [/H] d: [/S] [/V] [/1] [/4] [/8] [/B] [/T:nn] [/N:n] [/F:nnnn]

Format diskettes into standard formats. /T:=number of tracks per side, e.g. /T:80. N:=number of sector per track, e.g. /N:9.

/F:=disk capacity in Kbytes, e.g. /F:360.

GRAFTABL [/H] [437|865|860|863|850] [/STATUS]

Display extra/international characters on a color graphics adaptor (CGA) only.

GRAPHICS [/H] [COLOR] [/R]

Allows graphics screens to be printed using the PrtSc key.

HILOAD filespec

Load an application into high memory.

JOIN [/H] [drive1:drive2:path]

Join a disk drive to an empty subdirectory on another disk drive.

JOIN dirpath/D

Cancel an existing join.

KEYB [/H] xx[+|-] [,codepage]

Allow use of non-USA keyboard and supports codepage switching.

LABEL [/H] [d:label]

Create or modify a label on a disk.

LABEL [:d]

Delete a label.

MEM [/H] [/B] [/D] [/S] [/P] [/M] [/A]

Display a range of information on the way memory is used. Type MEM on its own, for a report listing how much conventional and extended memory your computer has allocated (if your computer has memory above 1 Mbyte).

MKDIR | MD [d:]dirpath

Create a subdirectory.

MODE [/H]

Display help information on all the MODE options.

MODE displaymode[,lines]

Set display mode, e.g. mode C080 (40 columns on screen) or mode 80, 43 selects 80 columns by 43 lines. *NOTE : Permitted values depend upon your display card.*

MODE [displaymode],m[,T]

Align data on a CGA monitor to make it more readable, e.g. MODE R,T shifts the screen text to the right, you are asked if the test pattern is acceptable.

MODE CON[:] [LINES=lines] [COLS=cols] [RATE=r DELAY=d]

Set number of columns and lines on a console. Set keyboard typematic rate 1-32 and delay 1-4.

MODE LPT#[:]=COMn

Redirect printer port ≠ output to serial port n or cancel current redirection.

DR DOS Commands (continued)

MODE LPT#[:] [[char_per_line],[lines_per_inch]] [,p]

Set up printer port#. # = printer port number, p = continuous retry on timeout..

MODE COM#[:]baudrate[,parity],[databits],[stopbits] [,P]

Set up communications parameters for serial ports.

NOTE : Code page options are applicable only if code page switching is set up on your system.

MODE device CODEPAGE [PREPARE] = ((cplist) filespec)

or [SELECT = cp]

or [/STATUS]

or [REFRESH]

Prepare one or more code pages, select active one, show status or refresh printer.

MORE

Read data from standard input and send to standard output a screen at a time.

NLSFUNC [/H] filespec

Provides support for extended country information and the CHCP command.

PASSWORD [/H] [@]wildspec[...] [/R|W|D|P|G:password]

[/N] [/NP] [/NG] [/S]

Assign passwords of up to 8 letters to files or subdirectories.

PATH [d:]dirpath [;[d:]dirpath...]

Set a search path for commands or batch files not found in the current directory. **PATH;** resets search path to no extended search path.

PRINT [/H] [wildspec] [/D:device] [/B:buffsiz] [/U:busy-ticks]

[/M:max-ticks] [/S:timeslice] [/Q:queuesize] [/T] [/C] [/P]

Print a file(s).

PROMPT [promptstring]

Modify the command prompt. PROMPT on its own restores the default DOS prompt.

promptstring can contain a string in the form \$c, where c can be : \$, t, d, p, v, n, g, l, b, q, h, e or _.

RECOVER [/H] wildspec

Recover a corrupt file or group of files from disk (use with care).

RECOVER d:

Recover a corrupt disk, (use with care).

RENAME | REN oldwildspec newwildspec

Rename files or move files between subdirectories on the same disk.

REPLACE [/H] [@] wildspec[dirpath] [/A] [/H] [/M] [/N] [/P] [/R]

[/S] [/U]/W]

Copy selected files from a source to a destination.

RESTORE [/H] source_drive destination_drive [filespec]

[/S] [/P] [/A:date] [/B:date] [/E:hh:mm:ss] [/L:hh:mm:ss]

[/M] [/N] [/R]

Restore directories and files stored using the BACKUP utility.

DR DOS Commands (continued)

RMDIR | RD [d:]dirpath

Remove a specified subdirectory.

SET

Show DOS system environment.

SET name=parameter

Set a name.

SET name=

Delete a name.

SETUP [/H]

Used to change automatically the system configuration values in AUTOEXEC.BAT and CONFIG.SYS.

SHARE [/H] [/L:nnnn]/X]

Provides file locking and so allows file sharing. /X disables SHARE.

SID [/H]

A debugging program.

SORT [/H] [/R] [/+n] <source

Read data from the standard input device, sort it and write it to the standard output device.

SUBST

Display substituted drives.

SUBST d: d:path

Replace drive and path spec with a single drive name.

SUBST d: /D

Delete drive substitution.

SYS [/H] d:

Transfer DR DOS system files to a destination drive. Used to make another drive bootable.

TIME [hh:mm:ss]

Display or set time of day.

TOUCH [/H] [@] wildspec[...] [/T:hh:mm:ss] [/D:date] [/F:E|J|U] [/P] [/R] [/S]

Set file time and date stamp for a file or group of files.

TREE [/H] [d:] [/B] [/F] [/G] [/P]

Display hierarchy of directories and subdirectories.

TREE wildspec

Find all matching files.

TYPE wildspec[;password] [/P]

Display contents of a text file on screen. You can type multiple files using wildcards, e.g. type *.bat.

VER

Display current DR DOS version.

DR DOS Commands (continued)

VERIFY [ON|OFF]

Causes DR DOS to check that data is written to disk correctly after each write operation; default is off. Entering VERIFY on its own shows its current status.

VOL [d:]

Display disk volume label.

XCOPY [/H] [@] wildspec [dirpath] [/A] [/D:date] [/E] [/H] [/M] [/P|/C] [/R] [/S] [/V] [/W]

Extended fast file and subdirectory copy.

XDEL [/H] [@] wildspec[...] [/D] [/N] [/O] [/P] [/R] [/S]

Extended deletion of multiple files and subdirectories.

XDIR [/H] [+|-ADHRS] [wildspec] [/B] [/C] [/L] [/N] [/P] [/R] [/S] [/T] [/W] [/Z]

Extended directory management.

Batch processing subcommands

@ command

Prevents a command from being displayed, e.g. @ECHO OFF.

:LABEL

Label declaration.

CALL filespec

Call a batch file from within a batch file.

ECHO [ON|OFF|message]

Allow or inhibit the display of command lines executed in a batch file or display "message".

FOR % % variable IN (filespec) DO command

Allow iterative execution of a command for each file specified in (set).

GOTO label

Transfer control to the line following the label.

IF[NOT] condition command

Conditional execution of commands, where condition can be:

ERRORLEVEL n (True if the previous program had an exit code of n or higher.)

EXIST filespec (True if filespec is on the drive indicated).

string1==string2 (True if "string1" is identical to "string2").

PAUSE [remark]

Stop batch file processing until the user has pressed any key. Max length of the optional remark = 121.

REM [remark]

Allows comments to be inserted into a batch file. Max length = 123.

SHIFT

Allows access to more than 10 replaceable parameters in batch file processing.

CONFIG.SYS Commands

*NOTE: You can use the DR DOS INSTALL and SETUP programs to automatically configure these parameters in your **config.sys** file, or alternatively use the EDITOR to edit your **config.sys** file.*

? ["remark"] command

If you precede any **config.sys** commands with a ?, each time you restart DR DOS you are asked if you want the command executed or not. You may also insert a remark between ? and command, which will be displayed at startup. This is most useful when used with DEVICE and CHAIN commands.

BREAK = ON | OFF

Allow a program to be stopped by pressing Ctrl+Break; default is off.

BUFFERS = nn

Set the number of disk buffers DR DOS allocates; default is 15 for a 640 Kbyte system. Min = 3, Max = 99.

CHAIN = [filespec]

Transfers control to another configuration file.

COUNTRY = nnn, cp, [d:]path\COUNTRY.SYS

Select appropriate date and time format, currency symbol and code page parameter for your country.

DEVICE = filespec [options]

Load device drivers for display, disks, networks and printers.

DRIVPARM = /D:d [/C] [F:f] [/H:h] [/N] [/S:ss] [/T:tt]

Set the physical characteristics for a specified diskette-drive.

ECHO [message]

Allows the display of messages during startup.

FASTOPEN = nnnnn

Increases the speed with which files can be accessed when the same files are used repeatedly; default is 512. Min = 128, Max = 32768.

FCBS = m,n

Set the number of File Control Blocks that can be opened simultaneously in the range 1 through 255. Generally needed for older style applications.

FILES = nnn

Set the number of open files allowed at one time; default is 20 in the range 20 through 255.

HIDEVICE = filespec

Enables device drivers to be loaded into upper memory. Load a device driver supporting upper memory first.

HIDOS = ON | OFF

Used to relocate as much of DR DOS data structures as possible into high memory; default is OFF. Load a device driver supporting upper memory first.

HIINSTALL = filespec [options]

Used to load specified program during startup into upper memory. Load a device driver supporting upper memory first.

CONFIG.SYS Commands (continued)

HISTORY = ON [,nnnn[,ON|OFF]]|OFF

Provide extended line editing.

[,nnnn] Size of buffer in which command lines are stored; default is 512. Min = 128, Max = 4096.

[ON|OFF] Default insert mode; default is on

INSTALL = filespec [options]

Used to load a specified program during startup.

LASTDRIVE = drive letter

Set maximum number of drives to be accessed.

REM [comment]

Comments out a line; the line is ignored.

SHELL = filespec [/E:nnnnn] [/P]

Specify top-level command processor; default is COMMAND.COM.