

XTreePro

gold

Operations Manual



XTREE
COMPANY

XTreePro

gold

Operations Manual



XTREE
C O M P A N Y

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CHAPTER 1

Introduction

As the storage capacity of personal computers increases, it becomes more difficult to maintain large structures of directories and files.

XTreePro Gold provides a powerful, easy-to-use shell that simplifies your disk management tasks. At a glance, you can view a graphic display of your directory structures as well as statistics about your files. With XTree Gold, you can quickly log single or multiple disks, perform operations on individual directories or files or on whole groups of files with a single keystroke, modify MS-DOS file attributes, isolate and remove duplicate files, view text files of different formats, create and edit text files, and locate any file on any drive with astonishing ease. In addition, XTree Gold updates all statistical data as you perform your organizational tasks.

For the manager or professional, the flexibility of XTree Gold immediately extends his or her capabilities. Work with multiple disks, tag files to selectively copy, rename, delete, move, or print from multiple directories. Specify file extensions to filter the files displayed by XTree Gold. View and manage a selection of files from different directories in a unique showall display. Or, select the global display to view and manage files on multiple disks. By significantly reducing the time you spend in file maintenance and manipulation, XTree Gold makes you more productive and frees time for other tasks.

In addition to its powerful disk management features, XTree Gold's flexible environment provides a variety of options for running your applications. When

you use XTree Gold's Application menu to select a program from your personal menu of application options, XTree Gold sets up the application and runs it for you automatically. Or point to a file and use the Open command to automatically open that file in the application in which it was created. You can also use XTree Gold's Command Shell to quickly enter you own DOS command lines, including commands for running applications. Regardless of the method you use to run applications, you can instruct XTree Gold to shrink itself to a mere 7K of memory so that you can run even the largest of applications.

XTreePro Gold Features

XTreePro Gold duplicates the operations of many MS-DOS commands and provides the alternative commands in its onscreen windows. Listed below are 15 common DOS commands and a brief description of how XTree Gold helps you perform these tasks through its own commands.

DIR	See all the directories, subdirectories, their files, and file statistics in a single display.
DEL	Delete files one at a time or in groups.
COPY	Copy files, one at a time or in groups, to any directory on any of your available disks.
FORMAT	Format diskettes.
XCOPY	Copy files, one at a time or in groups, to any available disk, duplicating the directory structure of the source disk.
TYPE	View the contents of any file.
REN	Change the names of files, one at a time or in a group.
MKDIR	Create new directories.
RMDIR	Remove empty directories.
CHDIR	Change your current directory simply by moving a cursor.
PRINT	Print the contents of a file.

VOL	You are always informed of the volume name of your current disk.
LABEL	Change the volume label of your current disk.
ATTRIB	Change Read Only and Archive Attributes.
DATE, TIME	Display day, date and time using the Command Shell (on screen only).

Special Operations

In addition, XTreePro Gold offers some special operations that MS-DOS commands may not provide. Using XTree Gold, you can:

- View the complete directory structure of any of your disks in one clear graphic display. You can also print the directory structure.
- Log up to 26 drives. Display all files across all logged drives simultaneously.
- Protect files from movement or deletion.
- View every file in every directory as a single list. The files can be shown with or without sizes, dates, and attributes and can be displayed in different sort orders.
- View files created with Lotus 1-2-3, dBASE, or word processors. While in View mode, you can also search for text strings in the displayed files.
- Specify up to 16 different file specifications at one time so that you can view specific combinations of files. You can also specify file specifications that exclude files from display.
- Move a file or group of files from one directory to another directory on the current disk—a faster method than copying files.
- Start applications and perform other batch operations through a customizable Application menu.
- Combine and compress files into archives. You can quickly extract archived files and even restore their original directory structure.
- Search for text strings in a group of files.

- Split display windows to create independent work areas. This feature allows you to compare the contents of different disks and directories.
- Graft a subdirectory—move the entire subdirectory to a different parent directory in a single operation.
- Prune a branch of a directory, completely deleting all subdirectories and files contained in the pruned directory.
- Directly open a selected file in its associated application—without having to run the application first.
- Select destination directories with a mouse or keyboard instead of typing in pathnames when you want to copy or move files.
- Hide directories within the directory tree.
- Use your favorite text editor to open and edit files from within XTree Gold.
- Print a catalog of any group of files on any disk or a copy of the directory tree.
- Enter DOS commands from within the XTree Gold Command Shell.
- Maintain a history of up to 15 responses for every operation or command that requires text entry.
- Stamp selected files with date and time.
- Review a quick reference help screen that allows you to choose any command on the screen.
- Change the name of a directory.

About This Manual

This manual presents detailed information about XTreePro Gold's features and the variety of tasks you can accomplish using this program. Technical information and helpful hints are included to increase your productivity.

Although XTree Gold is an intuitive program with logical commands, we recommend you refer to this manual as you perform your operations.

Where To Look

The chapters in this manual have been organized to make it easy for you to learn the program and find information. Wherever necessary, you are referred to additional information in another section. For your convenience, a brief description of the contents of each chapter is listed below:

GETTING STARTED	Begin by backing up your master diskette, installing XTreePro Gold, and becoming a registered user.
USING XTREEPRO GOLD	Familiarize yourself with the organization of XTreePro Gold's screens. Learn about the six display windows, the DOS-like Command Shell, archiving, and subordinate windows and menus.
XTREEPRO GOLD COMMANDS	This chapter is the heart of the XTreePro Gold manual. Discover the utility and flexibility of XTree Gold commands. Learn the options available to you for performing your organizational tasks.
PRODUCTIVITY TECHNIQUES	Refer to the Helpful Hints section on organizational tasks and planning to put XTreePro Gold to effective use. Study examples of how to manage disks, files, and memory efficiently. Review methods of logging multiple disks.
CUSTOMIZING XTREEPRO GOLD	This chapter provides information on configuring XTree Gold to fit your personal needs and tasks.

TECHNICAL NOTES	Understand statistical information about disk space utilization and the use of substituted and joined drives.
ERROR MESSAGES	Refer to this alphabetical listing for explanations of errors and suggestions for their correction.
APPENDIX A	Check this global Quick Reference to XTreePro Gold's available keys and commands.
APPENDIX B	Review a listing of commonly-used file specifications.
INDEX	Find the information you need and the specific page(s) to review.

Terms To Know

A selection of the terms commonly used in this manual are briefly defined below. For additional information, you may want to refer to your DOS manual.

Directory: A DOS structure for organizing and accessing computer data. Directories are organized into a hierarchical framework and each directory can contain files and/or other subdirectories. All of the names in one directory, whether they are file names or subdirectory names, must be unique within that directory, but the same names may be used in other directories.

Parent: A directory which contains subdirectories.

File: An organization of data on a disk. Each file has its own name, which is from 1-8 characters long. A space character may NOT be part of a filename. Whether you specify upper or lower case characters, DOS treats them as upper case.

The file may also have an extension to its name. This appendage is separated from the filename by a period. It is optional, and has no more than three characters. The purpose of an extension is to indicate a general category for the filename. It is an informal indication of the type of file you are creating or working with.

Path: Specifies how you find your way to a particular directory or subdirectory on a disk. The path is the route you follow to trace your way from a disk's root directory to some point in its branching directory tree. It begins with a backslash (\) which designates the ROOT. Directories through which you move are separated by further \ marks.

Active Window: Any window in which the highlight bar appears.

Current Disk (or Current Drive): The disk or drive XTreePro Gold is currently operating on, not necessarily the same as the current disk in DOS. Only those directories and files on the current disk are displayed (except for the Global window). The current disk for XTree Gold operations is displayed in the Disk Specification box.

Current Directory: The directory which is highlighted while the Directory window is active or which is marked by the left-arrow indicator when the File window is active.

Current File: The file which is highlighted when one of the File windows is active.

Matching Files: Those files whose names match the current File Specification. Only matching files are displayed and acted on by XTreePro Gold's file operations.

Tagged Files: Those files which have been marked by a Tag command. Tagged files are marked with diamond symbols (◆). A file stays tagged even after the File Specification has been changed. Files that are both tagged and matching can be acted upon by XTreePro Gold's multiple-file operations.

Log a Disk: A disk must be logged (physically read) by XTreePro Gold before its directories and files can be accessed and acted upon. The number of disks XTree Gold can maintain at any time is dependent upon available memory-storage capacity.

Select a Disk: Choose a disk which is already logged to be the current disk.

Archive: A collection of disk files that has been collected and compacted into a single file. You can extract individual files from an archive and restore them to their original state.

Click: Move the mouse pointer over a specific command or location and press the left mouse button.

Notices

Look for these cues throughout the manual:

Note: Text set off in this manner provides sidelights of additional information.

Caution: Text set off in this manner warns you of potentially serious problems.



CHAPTER 2

Getting Started

Before you install XTreePro Gold and begin using the program, review the minimum system requirements listed below and be certain that your system conforms to them. Then follow the steps below to install XTree Gold and register your program with the XTree Company, Inc.

System Requirements

For XTreePro Gold to run smoothly, your system should meet the following requirements:

- 256K or more of RAM Memory
- MS-DOS or PC-DOS version 3.1 or greater
- 100% IBM-PC compatible; this means that BIOS and DOS functions are PC-DOS compatible, as defined in the IBM Technical Reference Manual and the IBM DOS 3.1 Technical Reference Manual.

Product Package

Your XTreePro Gold product package includes:

- Two 5.25-inch diskettes
- One 3.5-inch diskette
- The XTreePro Gold Operations Manual
- The XTreePro Gold Getting Started Manual
- The XTreePro Gold 1Word Reference Guide

Installation

Before you install XTreePro Gold onto your system, make a copy of the diskette (or diskettes, depending on your system configuration). If you have two floppy disk drives (for the same size of diskette), insert the XTree Gold diskette labeled **Disk 1** into the A: drive and a blank target diskette into the B: drive. At the DOS prompt, type

diskcopy a: b:

Your system will automatically make the copy.

Note: If you are using the smaller 3.5-inch diskette, you may be using a disk drive with an ID other than A:. Verify the correct drive ID and make the necessary adjustment in the procedures described in this section.

If you have only one floppy drive, insert your XTree Gold program diskette (**Disk 1**) into the A: drive. This is your source diskette. At the DOS prompt, type

diskcopy a: a:

When DOS prompts you for the destination diskette, remove the XTree Gold diskette from the A: drive and replace it with a blank target diskette.

If your target diskette is unformatted, DOS will format it for you as it performs the copy operation.

If you are using the 5.25-inch diskettes, repeat the copy process for the remaining disk, **Disk 2**.

After copying the diskette (or diskettes), you are ready to install the application. Place your master diskette (or diskettes) in a safe place and use your backup program diskette to install the program.

Insert **Disk 1** in drive A: (or the drive you are using) and type the drive ID. For example:

A:

and press ENTER

Your screen displays the prompt for the A: drive. Type

install

and press ENTER

Follow the onscreen instructions to place XTree Gold into a directory on your hard disk.

Starting XTreePro Gold

Before running XTreePro Gold, use the DOS commands TYPE or PRINT to examine the contents of the README.DOC file provided on your program diskette. This text file contains notes about the current version of XTreePro Gold and may be helpful if you are running the program for the first time.

Starting up XTree Gold is a simple operation. At the DOS prompt, change to the XTGOLD directory (or the directory you specified during installation). For example:

cd\xtgold

and press ENTER.

(You may want to put the XTGOLD directory in your DOS PATH command so that you can access it from any directory. See the section "Disk Organization" in Chapter 5 for more information.)

At the DOS prompt, start XTree Gold by typing:

xtgold

and press ENTER.

If you wish to have XTreePro Gold work with the directories and files of a disk other than the currently logged disk, type a space, the letter for the desired drive, and a colon before pressing the ENTER key: For example:

xtgold d:

and press ENTER.

When you type the startup command, you can also add configuration parameters after the drive specification to temporarily set configuration options upon startup. See "Command Line Configuration Options" in Chapter 6 for more information on the available parameters.

XTreePro Gold displays its opening screen and reads the directory and file names from the requested disk. When XTreePro Gold is ready to accept your commands, the File and Directory windows are displayed and the current directory is highlighted.

Special Notices

Please review the following special notices before you begin working with XTreePro Gold.

Becoming a Registered User

To become a registered user, eligible for technical support, upgrade notification, and other information and services, please complete and return the enclosed registration card. We value our registered users and hope you will send us your comments on XTreePro Gold.

Your program's serial number appears on the label of your program disk (**Disk 1** in either disk format). Please copy this number onto your registration card and have it available if you call for technical support.

A Cautionary Note

XTreePro Gold is so easy to use that you will want to begin working with directories and files immediately. However, because XTree Gold is such a powerful tool, you could inadvertently delete a large number of files with a few simple keystrokes. If you suspect that you have chosen a command that could result in a problem, press ESC to immediately cancel that command.



CHAPTER 3

Using XTreePro Gold

XTreePro Gold provides six main display windows and a DOS-like Command Shell. In addition, the program provides a series of subordinate windows that help you perform XTree Gold operations. You can quickly move between the display windows by using the keyboard or a mouse. A sequence of help screens offers context-sensitive information.

The Main Display

When XTreePro Gold starts, it presents the Main Display, which is organized into eight separate areas (see Figure 3-1). Six of these areas present different views of a logged disk's structure, displaying directories, files, and statistical information. Another area displays the available commands for an active window and a final area displays XTree Gold prompts and additional control keys, including function keys associated with commands. For example:

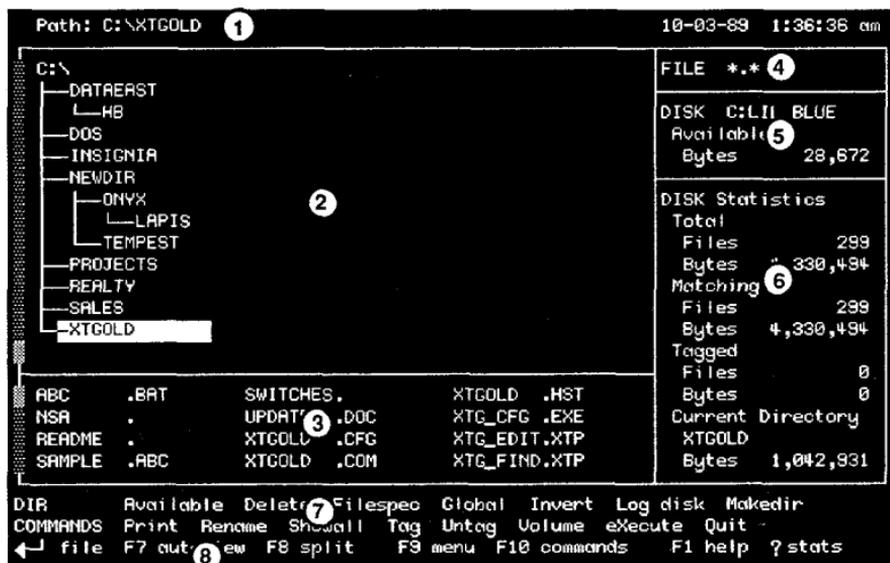


Figure 3-1. The Main Display

The **Path Identification line** ① identifies the current drive and directory path being accessed by XTree Gold. If only the drive letter and "\" symbol are displayed (for example, C:\), XTreePro Gold is at the disk's root directory. A name after the backslash indicates a subdirectory.

The **Directory window** ② displays the directory structure of the current disk in the form of a tree structure. The root directory (C:\) is at the top of the tree, and all other directories are sorted alphabetically below the root directory. Main directories are to the left; subdirectories are indented to the right of the parent directory.

When you first start the program, XTree Gold highlights the name of the directory that was active when you loaded the program. You can override this default in the program configuration so that XTree Gold highlights the root directory upon start up. See "Command Line Configuration Options" in Chapter 6 for more information.

As you select directories with cursor keys or by clicking a mouse button, a highlight bar identifies the current directory and the Path Identification line changes accordingly.

The **File window** ③ lists all the files in the current directory that match the current File Specification. To make the File window the active window and begin working with files, press the ENTER key (see Figure 3-2). If you press the ENTER key again while the highlight bar is in the Small File window, XTree Gold displays the Expanded File window (see Figure 3-3). Pressing ENTER or ESC returns the highlight bar to the Directory window. A configuration option makes it possible to move directly from the Directory window to the Expanded File window, bypassing the Small File window. See Chapter 6 for more information.

The **Small File window** can display up to 24 files at a time, depending on the display mode you are using. XTree Gold can display as many as 132 files in the Expanded File window display. If there are more files in the current directory than can be displayed in a window, use the provided scroll bar or the arrow keys and the Pg Up and Pg Dn keys to view the names of other files in the list. Use the End key to move the cursor directly to the last file in the list and the Home key to move the cursor directly to the first file.

Note: The entry “No Files!” in a File window means that there are no files in the current directory that match the File Specification.

The **File Specification box** ④ is one of the keys to performing XTree Gold file operations; XTree Gold only displays the names of files that match the file specification. For example, if the current file specification is *.BAT, XTreePro Gold only displays the names of files that end in the .BAT extension. Generally, you will use a wildcard name as a specification instead of a single file name. When you first start XTree Gold, the *.* wildcard specification is the default file specification, which designates every file as a matching file. See Appendix B for a listing of commonly-used filename extensions.

Use a wildcard, or type in a specific filename to locate a specific file anywhere on a disk, or on any logged drive. See the section “Finding a Specific File” in Chapter 5 for more information.

To view combinations of files, you can enter as many as 16 file specifications at a time, separating the specifications with commas. When the length of a multiple file specification exceeds the space available in the File Specification box, a right arrow indicates that part of the file specification is not visible.

The **Disk Specification box**  identifies the disk currently referenced by XTree Gold. It contains the drive ID (A...Z), the volume label (if present), and the number of bytes available on the disk for file and directory storage. XTree Gold updates the information each time you log onto a new drive or make a change to the disk XTreePro Gold is referencing.

For a further discussion of available bytes compared to the information obtained with the CHKDSK program, please see Chapter 7.

The **Statistics box**  displays data about the current disk or directory. When the Directory window or the Showall File window is active, the statistics which appear reflect the data for the current disk. When the Small File window or Expanded File window is active, only the statistics for the current directory are displayed; when the Global File window is active, statistics are displayed for all logged disks. Statistics are immediately updated each time you make a change.

The table below shows the relationship between the active window, the title of the Statistics box, and the scope of XTree Gold's operations:

Active Window	Title of Statistics Box	Scope
File window	Directory Statistics	Directory only
Directory window	Disk Statistics	Disk
Showall window	Showall Statistics	Disk
Global window	Global Statistics	All logged disks
CTRL/Showall	Showall Statistics ♦	Tagged files, disk
CTRL/Global	Global Statistics ♦	Tagged files, all logged disks

Use the Statistics box to keep track of the number of files and find out how many bytes these files use. You can also see how many files match the current file specification and the amount of disk space they utilize. Moreover, you can see how many files have been tagged (marked with a diamond) for later processing

and how many bytes these tagged files occupy. With this information, you can plan your organizational tasks more efficiently.

Immediately below the windows, XTree Gold displays commands in the **Command menu** ⑦. Usually, a single uppercase letter in a command identifies the key you can press to choose the command (in addition to clicking the command with a mouse button). Some commands that are associated with function keys are displayed in the Prompt line.

There are two main types of XTree Gold commands: Directory commands that affect directories and are available only when the Directory window is active, and File commands that affect files and are available only when one of the File windows is active.

For either Directory or File commands, you can display additional sets of commands by holding down one of two modifier keys, CTRL or ALT (or by pressing F4 to cycle through the command sets). CTRL commands typically perform actions on tagged or multiple files. ALT commands perform advanced management operations.

The last line in the Main Display is the **Prompt line** ⑧. This area displays messages and prompts for additional input to complete a command (for example, the new name of a file for the Rename command). The Prompt line also displays additional control keys (including function keys) associated with XTree Gold commands.

File Window Formats

The File window appears in one of four formats:

- Small
- Expanded
- Showall
- Global

The **Small** File window appears underneath the Directory window. When this window is active, File commands affect matching files in the current directory. For example:

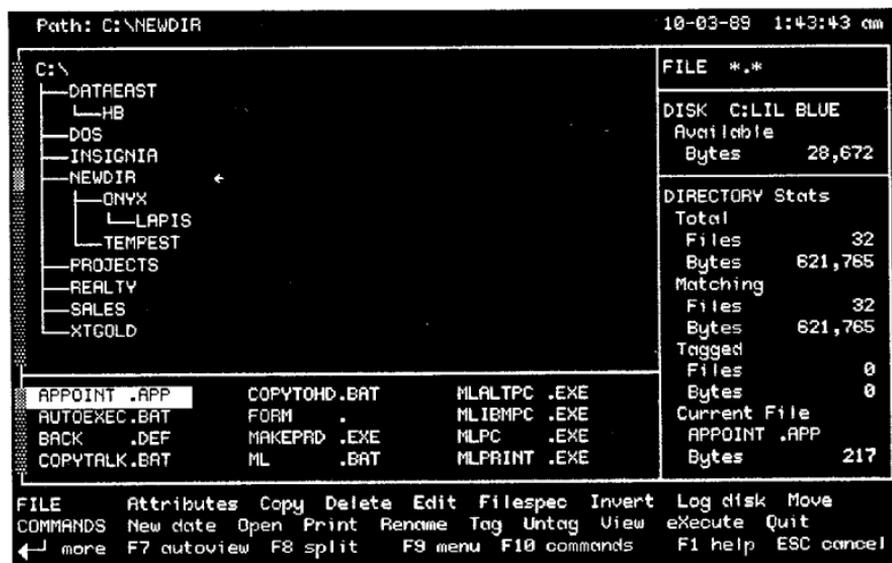


Figure 3-2. The Small File window

The **Expanded** File window is a large window which replaces the Directory window and the Small File window. As in the Small File window, file commands affect only matching files in the current directory. For example:

ASSIGN .COM	RESTORE .COM	SORT .EXE	FILE *.*
BACKUP .COM	SELECT .COM	SUBST .EXE	
CHKDSK .COM	SYS .COM	XCOPY .EXE	DISK C:\IL BLUE
COMMAND .COM	TREE .COM	ANSI .SYS	Available 14,360
COMP .COM	4201 .CPI	COUNTRY .SYS	Bytes 6,192
DEBUG .COM	5202 .CPI	DISPLAY .SYS	
DISKCOMP .COM	EGA .CPI	DRIVER .SYS	DIRECTORY Stats
DISKCOPY .COM	LCD .CPI	KEYBOARD .SYS	Total
EDLIN .COM	APPEND .EXE	PRINTER .SYS	Files 48
FDISK .COM	ATTRIB .EXE	RANDRIVE .SYS	Bytes 625,562
FORMAT .COM	EXE2BIN .EXE		Matching
GRAFTABL .COM	FASTOPEN .EXE		Files 48
GRAPHICS .COM	FIND .EXE		Bytes 625,562
KEYB .COM	GW BASIC .EXE		Tagged
LABEL .COM	JOIN .EXE		Files 0
MODE .COM	LINK .EXE		Bytes 0
MORE .COM	NLSFUNC .EXE		Current File
PRINT .COM	REPLACE .EXE		ASSIGN .COM
RECOVER .COM	SHARE .EXE		Bytes 1,500

Figure 3-3. The Expanded File window

The **Showall** File window is a large window similar to the Expanded File window, except that it displays matching files in every directory on the currently logged disk. To display files in the Showall window, choose the Showall command when the Directory window is active. Matching files in every directory on the disk are displayed and are available for file command operations. A variation of the Showall window displays only the tagged files in all directories. For more information on the Showall command, see the command description under "Directory Window Commands" in Chapter 4. For example:

BRIDGET .	SMARTIE .BAK	SET-ALT2.BAT	FILE *.*
FORM .	PC-TALK .BAS	SET-IBM .BAT	
HISTORY .	ABC .BAT	TALK128 .BAT	DISK C:\LIL BLUE
NSA .	ABC .BAT	TALK64 .BAT	Available 14,360
OLDIE .	ARC .BAT	XTGOLD .BAT	Bytes 8,192
OLDIE .	ASM .BAT	XTPRO .BAT	
README .	AUTOEXEC.BAT	XTP_TEMP.BAT	SHOWALL Statistics
README .	AUTOEXEC.BAT	XTP_TEMP.BAT	Total
SWITCHES .	AUTOEXEC.BAT	XTP_TEMP.BAT	Files 300
SWITCHES .	AUTOEXEC.BAT	XXX .BAT	Bytes 4,350,394
TEMP .	C .BAT	XXX_SAVE.BAT	Matching
123 .ABC	COPYTALK.BAT	XTP_MENU.BIN	Files 300
123 .ABC	COPYTOHD.BAT	XTP_MENU.BIN	Bytes 4,350,394
SAMPLE .ABC	DOC .BAT	XTP_MENU.BIN	Tagged
APPOINT .APP	HOT .BAT	XTGOLD .CFG	Files 0
MACHO .ARC	ML .BAT	XTGOLD .CFG	Bytes 0
MINNIE .ARC	POKEY .BAT	XTPRO .CFG	Current File
XVZZY .ASC	README .BAT	ASSIGN .COM	BRIDGET .
JUGS .BAK	SET-ALT .BAT	BACKUP .COM	Bytes 34

Figure 3-4. The Showall File window

The **Global** File window extends the capabilities of the Showall window. In a Global window, all matching files in all directories on all logged disks are displayed and available for file command operations. A variation of the Global window displays only the tagged files in all directories.

To display a Global File window, choose the Global command when the Directory window is active. For example:

BRIDGET .	SMARTIE .BAK	SET-ALT2.BAT	FILE *.*
FORM .	PC-TALK .BAS	SET-IBM .BAT	
HISTORY .	ABC .BAT	TALK128 .BAT	DISK C:\LIL BLUE
NSA .	ABC .BAT	TALK64 .BAT	Available 14,360
OLDIE .	ARC .BAT	XTGOLD .BAT	Bytes 8,192
OLDIE .	ASM .BAT	XTPRO .BAT	
README .	AUTOEXEC.BAT	XTP_TEMP.BAT	GLOBAL Statistics
README .	AUTOEXEC.BAT	XTP_TEMP.BAT	Total
SWITCHES .	AUTOEXEC.BAT	XTP_TEMP.BAT	Files 300
SWITCHES .	AUTOEXEC.BAT	XXX .BAT	Bytes 4,350,394
TEMP .	C .BAT	XXX_SAVE.BAT	Matching
123 .ABC	COPYTALK.BAT	XTP_MENU.BIN	Files 300
123 .ABC	COPYTOHD.BAT	XTP_MENU.BIN	Bytes 4,350,394
SAMPLE .ABC	DOC .BAT	XTP_MENU.BIN	Tagged
APPOINT .APP	HOT .BAT	XTGOLD .CFG	Files 0
MACHO .ARC	ML .BAT	XTGOLD .CFG	Bytes 0
MINNIE .ARC	POKEY .BAT	XTPRO .CFG	Current File
XVZZY .ASC	README .BAT	ASSIGN .COM	BRIDGET .
JUGS .BAK	SET-ALT .BAT	BACKUP .COM	Bytes 34

Figure 3-5. The Global File window

Navigating the Main Display

You perform three basic types of operations in the Main Display:

- Select directories and files in the windows
- Choose commands to perform operations on disks, directories, and files
- Use function keys to control XTreePro Gold and view helpful information

Activating Directory and File windows

You perform operations by activating XTreePro Gold windows and manipulating the items in the activated window. The window in which the highlight bar appears is the active window. Commands that appear at the bottom of the display depend on the currently active window.

Use the ENTER and ESC (cancel) keys to move between windows, as shown in the figure below. You can also move between Directory and File windows by clicking anywhere in the window that you want to make the active window.

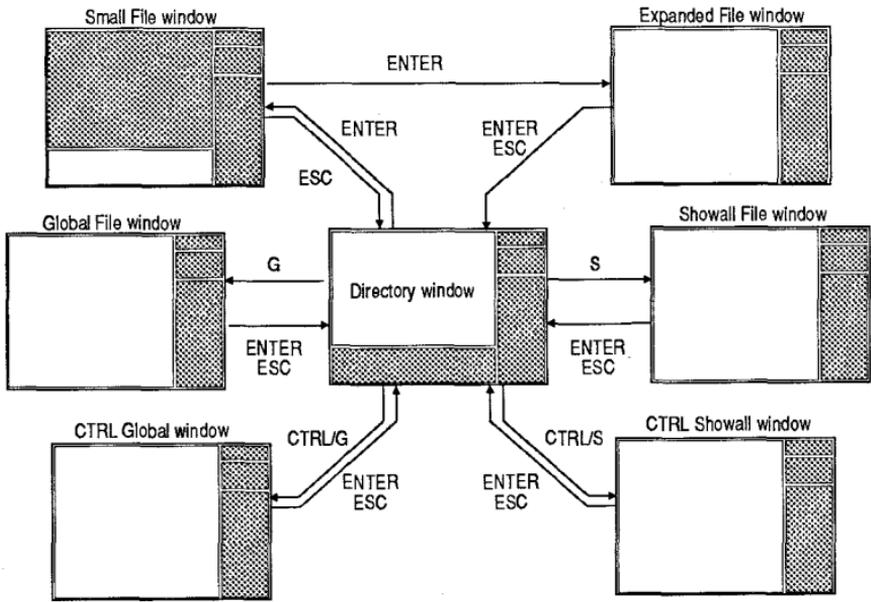


Figure 3-6. Moving around the Windows

Cursor Controls within Windows

When a highlight bar appears in the active window, you can use the cursor keys to move the highlight bar between items that appear in the window:

Cursor keys

Up and Down Arrows

Action

Scroll through a list sequentially in either direction.

Page Up and Page Dn

Provide for major movement to the last element of a window, and then from one section of a list to the next. For example, if the highlight bar were positioned in the File window at the first file name in a directory, pressing the Page Dn key moves it to the last file in the window. Pressing the Page Dn key again would display the next section of the file

list. A reverse movement would be accomplished by pressing Page Up.

Home Moves the highlight bar directly to the first item of the entire list.

End Moves the highlight bar directly to the last item of the entire list.

Space Bar Acts like a Down Arrow when scrolling within a window.

Additional Cursor Controls In the Directory window:

Right Arrow Moves the highlight bar down the current path to the last subdirectory and stops at the end of the path.

Left Arrow Moves the highlight bar to the parent directory of the current directory. It stops when the parent is the first-level subdirectory.

TAB Moves the highlight bar down to the next directory on the same level as the current directory, within the same branch. (This key performs a different operation in a split window display.)

SHIFT-TAB Moves the highlight bar up to the next directory on the same level as the current directory, within the same branch. (This key also performs a different operation in a split window display.)

Use TAB and SHIFT-TAB to move quickly between directories on the same level—this technique is especially useful if the tree structure contains numerous branching subdirectories.

In File windows, the Right and Left Arrows move the highlight bar horizontally between columns.

Selecting Disks

In the Directory window, you can use the plus (+) or minus (-) keys on your standard keyboard or a numeric keypad to select a previously logged disk—a disk whose information is already in memory.

Keys	Action
+	Selects the next drive in sequence
-	Selects the prior drive

Auxiliary Displays

In addition to the Main display, XTreePro Gold provides other display windows that extend your control over disks and directories of files.

Split Window

XTreePro Gold lets you split the main display into two separate windows. Split window display is available from either the Directory window or one of the File windows. To split the display, press F8 (or click the split command); XTree Gold divides the Main Display in half and copies the contents of the current window into the new window. For example:

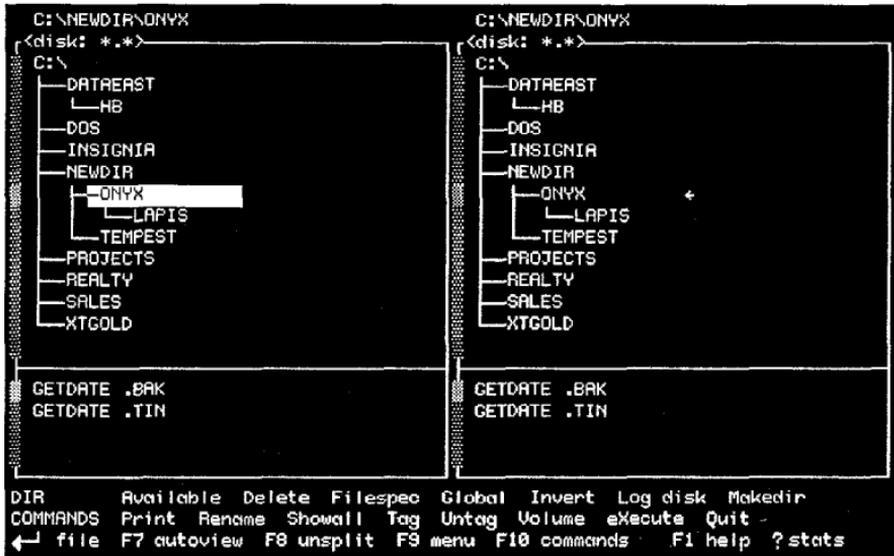


Figure 3-7. A split window display

A split window display is especially useful for viewing and comparing the contents of different directories and disks. For example, you can use the split window display to:

- Simultaneously view directory trees of different disks
- Simultaneously view the contents of different directories on the same drive or different drives
- View the contents of a potential destination disk while retaining a view of your source disk

In a split display, all XTree Gold commands and operations are available, but affect only the active half—the window that contains the highlight bar. Use the TAB key to move between the split halves (or click in one side or another if you are using a mouse).

Files in a split display can be tagged (and untagged) independently. XTree Gold provides a merge tags command that lets you combine the tags in the current window with the tags in the inactive side of the split display. See the section

“CTRL File Commands” in Chapter 4 for more information on the move tags command.

If you make a change in one side of a split display that will affect the inactive side of the display, the change will not take effect until you activate the other half of the window. For example, if you delete a file in one side of a display, the deleted file will continue to appear in the inactive side until you activate that side.

The File Specification box, the Disk Specification box, and the Statistics box disappear in a split display, but the current file specification appears at the top of each Directory window in the display. To view statistics in a split display, choose the ? stats command to display extended statistics (in a full-screen display) for the active window half.

Return a split display to the standard display by pressing F8 again. When you unsplit the display, XTree Gold displays the contents of the half of the display that was active when you chose the F8 unsplit command.

Autoview

XTreePro Gold provides a special Autoview feature that lets you quickly browse through the contents of files. When you press F7 (or click the autoview command), XTree Gold splits the screen, displaying a single column list of files on the left side and the contents of the selected file on the right. As you scroll through the list of files, XTree Gold displays each selected file in turn, formatting the contents of each file according to its type. For example:

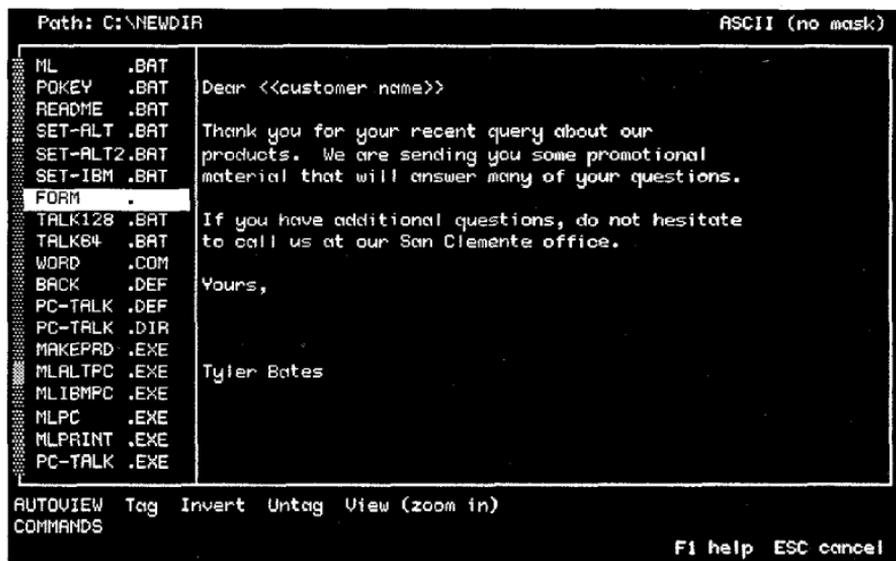


Figure 3-8. An Autoview display

When an Autoview display is active, XTree Gold provides commands for managing tags, scrolling the window's contents, and going to standard View mode when you find a file you want to examine more closely. See the section "Autoview Commands" in Chapter 4 for more information on Autoview commands.

The Destination Directory Window

The Destination Directory window provides a shortcut for selecting a destination path for Copy, Move, or Graft operations. The Destination Directory window appears when you press F2 (or click the point command). For example:

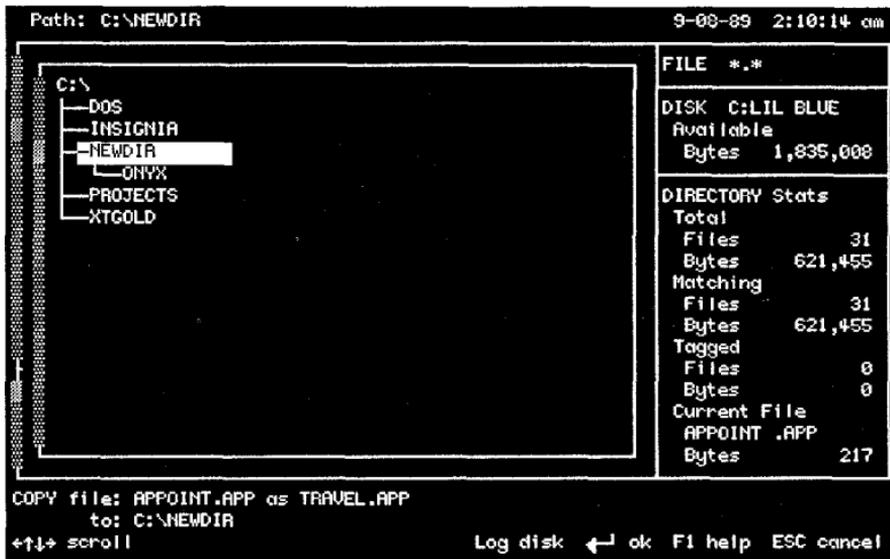


Figure 3-9 The Destination Directory window

Use the cursor keys or the mouse to highlight the directory path you want, then press ENTER to insert the pathname at the destination prompt. After you insert a pathname, you can then use the editing keys to make a change before you press ENTER to accept the pathname. Press ESC from the Destination window to return to the destination prompt without choosing a pathname for insertion at a prompt.

When you display the Destination window to perform Copy or CTRL/Copy operations, the Log disk command is available for logging another drive so that you can display its directory information. If the drive you specify is already logged, the drive information will be recalled from memory and the disk will not be read. You can also select a previously logged disk with the + and - keys.

When you use the Destination Directory window in Move, CTRL/Move, or Graft operations, XTreePro Gold doesn't permit you to log or select another disk—you can only move directories and files to different locations on the currently logged disk.

Destination Directory Window Choices

Listed below are the options available from within the Destination Directory window and the actions they initiate:

Option	Action
Cursor keys	Select a path
+ or -	Selects a different disk that has been previously logged (Copy operations ONLY)
Log disk	Logs another disk (Copy operations ONLY)
ENTER	Selects a destination path and copies it into the Prompt Line
ESC	Returns to the destination prompt without copying a pathname

Extended Statistics

In addition to the statistics displayed in the Statistics box, XTreePro Gold provides a full screen Extended Statistics window that displays more detailed information about files and disks. For example:

DISK STATISTICS		FILE STATISTICS	
Disk drive	C:\LIL BLUE	File spec *.*	
Capacity	5,156,864 bytes	Total files	208 files
Available space	1,835,008 bytes		2,690,596 bytes
Used space	3,321,856 bytes	Matching files	208 files
Slack space	631,260 bytes		2,690,596 bytes
Cluster size	4,096 bytes	Tagged files	0 files
Sector size	512 bytes		0 bytes
Total sectors	10,072	Displayed files	31 files
Total clusters	1,259		621,455 bytes
Sectors;cluster	8	Average size	12,935 bytes

Figure 3-10. Extended Statistics display

The Extended Statistics window is available from either the Directory window or one of the File windows. Display the Extended Statistics window by pressing ? or by clicking anywhere in the Statistics box. Close the Extended Statistics window by pressing ESC or ENTER, or by clicking the OK command displayed at the bottom of the window.

The table below provides a guide to some of the additional data supplied in the Extended Statistics window:

Field name	Information
Capacity	Total amount of physical space (in bytes) on the current disk that can be used for directories and files.
Available space	The amount of disk space that is not occupied by directories or files.
Used space	Total amount of disk space used by directories and files.

Slack space	Total amount of wasted space (unusable by DOS) on the disk. See "Understanding Cluster Size" in Chapter 7 for information on interpreting this statistic.
Total files, Matching files Tagged files	These fields display totals for the entire disk (even when displayed from a file window).
Displayed files	If the Extended Statistics window is called up from a file window, the number displayed is the number of files eligible for listing in the file window—this total can differ from the Total files count in the standard Statistics box in the CTRL/Showall and CTRL/Global windows.

Using XTreePro Gold HELP

XTreePro Gold provides extensive help information in a logical sequence of help screens. These screens describe the various window displays and the use of the cursor, function, and editing keys. In addition, you can review both brief descriptions and in-depth information on every directory and file command in each of the three modes—standard, CTRL, and ALT.

XTree Gold's help screens are context-sensitive so that you can access appropriate information from anywhere within the program. For example, if you choose the Makedir command and require assistance when XTree Gold prompts you for further information, press F1 and XTree Gold displays the specific help screen that describes the Makedir command. If you choose the Help command from a general location on the display, XTree Gold displays a representation of the program's main display. Use the arrow keys to select the graphic that corresponds to the topic you want help with and press ENTER to view more information about that section.

Within Help, display additional information about a topic by clicking the topic you want, or use the arrow keys to move the highlight bar to the topic you want to select and press ENTER.

Five options are available on each help screen. These options are Next Page, Prior Page, Directory Commands, File Commands, and Index. To select one of these options, click the option, or press the highlighted character, or use the arrow keys to highlight the option and press ENTER.

Option	Action
Next Page	Displays the next screen(s) of help information. Continue to select this option to display the entire sequence of help screens.
Last Page	Displays the previous screen(s). Select this option to review a prior section.
Directory Commands	Provides a list of directory commands with brief descriptions. Choose a specific command to display more information and detail about its use.
File Commands	Provides a list of file commands with brief descriptions. Choose a specific command to display more information and detail about its use.
Index	Lists the help topics in sequence, as well as information on using the help screens and contacting technical support. To display the entire sequence of help screens, select the Tutorial section. Continue to press Next Page until you have completed viewing all the help screens, or highlight a Window Display option and study it in detail. Select How To Use XTreePro Gold Help for a general explanation of the help screens. Select Technical Support Information if you encounter a problem or question you cannot resolve, even after

referring to the appropriate section of your XTree Gold manual.

Press ESC to return to XTree Gold and resume working with the program.

Using Quick Reference Help

XTreePro Gold provides a quick reference guide to commands where you can also perform commands by selecting from the listings. Quick reference is available from either Directory or File windows. Press F10 or click the Commands command to display the Quick Reference window.

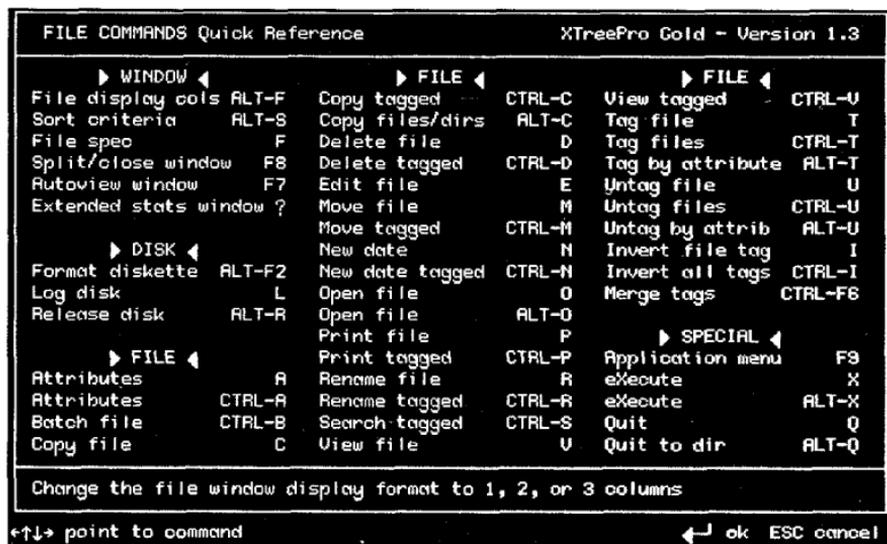


Figure 3-11. Quick Reference window for File windows

Use the cursor keys to select different commands in the Quick Reference window. When a command is selected, a brief description of the command appears at the bottom of the window. You can perform any command displayed in the Quick Reference window by selecting it in the window and pressing ENTER, or by clicking the desired command with the mouse button.

Mouse Operations

XTreePro Gold lets you use either the keyboard or a mouse to make selections and perform operations. Almost every keyboard operation has a counterpart mouse operation.

XTree Gold provides support for a two-button mouse. If you are using a three-button mouse with XTree Gold, it will ignore the middle button. When XTree Gold detects a mouse driver upon startup, it displays a scroll bar on the left side of active windows. If no mouse driver is detected, XTree Gold displays a current position indicator on the left side of active windows.

Using a Mouse in Directory Windows

XTreePro Gold provides the following mouse operations in Directory windows:

- Click a directory name to highlight the directory and make it the current directory.
- Move the mouse while holding down the left button to scroll the directory tree.
- Click the scroll bar to move the highlight bar up or down several directories at a time.
- Click a directory with the right mouse button to toggle the tag state of the files in that directory. If you move the mouse while holding down the right button, additionally selected directories will assume the tag status of the initial directory as the list scrolls.
- Double-click a directory to display the Expanded File window for the directory.
- Click the Statistics box or the Disk Specification box to view the Extended Statistics window.

Using a Mouse in File Windows

XTreePro Gold provides the following mouse operations in File windows:

- Click a file name to make it the current file.

- Move the mouse while holding down the left button to scroll the filename list.
- Click the scroll bar to move the highlight bar up or down several files at a time.
- Click a filename with the right mouse button to toggle the tag state of that file. If you move the mouse while holding down the right button, additionally selected files will assume the tag status of the initial file as the list scrolls.
- Double-click a filename that opens the file in the application in which it was created (this operation is the same as selecting the file and choosing the Open command).
- Double-click a filename with the right mouse button to view the contents of the file.

Using a Mouse for Commands

XTreePro Gold provides these additional mouse operations for performing commands:

- Choose a command listed in the Command menu by moving the mouse pointer over the desired command to highlight it, then click the left mouse button.
- Cycle through the available sets of Command menus by clicking the Command menu label (for example, DIR COMMANDS or FILE COMMANDS).
- Cancel a current operation by clicking ESC cancel in the Prompt Line.
- Respond to a command query or an informative message by clicking the desired key prompt in the Prompt Line.
- Complete the entry of text or confirm a message by clicking the ok prompt (marked with an ENTER key symbol) in the Prompt Line.

The Application Menu

XTreePro Gold lets you create a custom menu system that you can use to start applications or perform other types of operations without exiting XTree Gold. The Application menu lists up to 13 items, each of which can be associated with up to 17 lines of DOS commands that closely resemble batch commands. For example, the sample Application menu below lists several batch operations that start applications and one batch operation that executes the DOS CHKDSK program.



Figure 3-12. A sample Application menu

You start an application from the menu (or execute a batch file) by highlighting the corresponding items in the menu item and pressing ENTER—or by double-clicking on a menu item if you are using a mouse. Press ESC to close the Application menu without making a selection.

XTree Gold also provides an editor that lets you customize the Application menu to fit your needs—you can add new items to the menu or modify existing menu items. See Chapter 4 for a detailed description of Application menu commands.

If you have created a menu item with variable parameters that permit you to perform operations on a directory or file, you will select the directory or file first, then choose the appropriate item in the Application menu to perform the operation. See the section “Application Menu Editor Commands” in Chapter 4 for more information on using parameters.

If you are designing an Application menu for use by others, you can configure XTree Gold to prevent modification of the menu. See Chapter 6 for more information on setting configuration options.

The Command Shell

The Command Shell provides a way for you to execute DOS commands or run programs without leaving XTreePro Gold. Display the Command Shell by choosing the eXecute or ALT/eXecute command. Enter commands in the Command Shell just as you would at the standard DOS prompt.

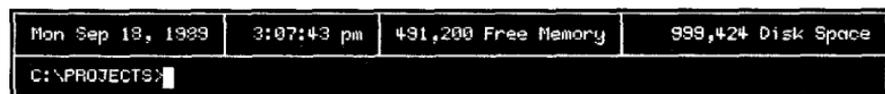


Figure 3-13. The Command Shell

The Command Shell provides useful statistical information at all times, displaying the:

- System day and date
- System time in hours, minutes, and seconds
- Amount of memory available to application programs (in bytes)
- Amount of disk space available on the current drive (in bytes)
- Current disk drive and directory path as part of the Command Shell prompt

Entering Commands

You can enter DOS commands (up to 127 characters) at the Command Shell prompt. When in the Command Shell, you can also press the Up Arrow to review a history of previous shell commands and even copy commands from the list into the command line.

If you use the Command Shell to enter any of the four DOS commands SET, BREAK, PATH, or PROMPT, any new settings you provide are only temporary. The next time you return to the Command Shell, the command entries that were in effect before you loaded XTreePro Gold are reinstated.

When you are typing and editing an input line in the Command Shell, the same keys that are available for editing in the input line are available for editing. See "Editing Keys" in Chapter 4 for a detailed description of these keys and their actions.

Using Archives

XTreePro Gold provides archiving commands that permit you to quickly archive (and extract) files from within XTree Gold.

Archives are collections of disk files that have been combined and compressed so that they can be easily stored and manipulated. Primarily, you use archives to conserve hard disk space and transfer files more efficiently.

When working with a hard disk, you will find that your available storage space quickly fills up with older and little-used files. For example, if your hard disk contains twelve spreadsheet files from the previous year that were named JAN89.WKS, FEB89.WKS, MAR89.WKS, and so on, you could archive the files into a single 89WKS.ARC file that requires considerably less disk space than the original files.

Afterwards, the archive files can be moved to a floppy disk for storage elsewhere. If you need the files at a later date, they can be extracted from the archive and restored to their original form for editing and viewing.

Additionally, archiving provides a more efficient means of transferring files. If you need to send files to other users, you can archive them for transport on a minimum of floppy disk space, or for faster (and less expensive) transfer via telecommunication programs. Also, because many files can be compressed into a single archive file, you can minimize the risk of overlooked or misplaced files when transferring files.

For more information on archiving files, see the description of the CTRL/F5 archive files command under “CTRL/File Commands” in Chapter 4.

For more information on extracting archived files, see the description of the ALT/F5 open archive command under “ALT/File Commands” in Chapter 5 and the descriptions of additional archiving commands in the section “Archiving Commands” of the same chapter.

Archiving Features

XTreePro Gold provides the following archiving features:

- Ease of use. You can quickly archive or extract files in a few simple steps.
- Encryption. Add password protection to your archives to protect them from unwanted intrusion.
- Multiple formats. Archive files in the industry standard PKARC, or XTree Gold's own enhanced XTREE format.
- Archiving options. You can specify the replacement of existing archived files or the creation of new files.
- Standard XTree Gold commands are available while you are examining an archive, providing features such as file specification, destination directories and on-line help.
- Selective extraction. Extract any number of files from an archive file and restore the extracted files to their original directories or to new locations.

Archive Formats

XTreePro Gold provides two archiving formats: the industry-standard PKARC and its own XTREE format. During the archiving operation, XTree Gold permits you

to choose one of the archive formats. The primary difference between the two formats concerns the directory paths of the archived files. PKARC archives files in a “flat” format which does not include information about the original directory path of the tagged files, while the XTREE format preserves information about the tagged files’ directory path. If you extract files archived with the XTREE format, you can restore the original directory structure of the files (recreating the original directory path if the original directories no longer exist).

Use the XTREE method if you want to retain the original directory structure of the archived files. Keep in mind, however, that files archived with the XTREE method can only be opened and extracted from within XTree Gold—if you are archiving files for transfer to other users who aren’t using XTree Gold, you will want to use the PKARC format.



CHAPTER 4

XTreePro Gold Commands

This section discusses text entry for XTreePro Gold operations and provides detailed descriptions of XTree Gold commands.

Entering Text for Commands

Some XTreePro Gold operations require further information from you; when this occurs, the program will prompt you for the necessary input. You will also be required to enter text in the Command Shell to perform DOS operations. In addition, XTree Gold asks for confirmation before a potentially destructive operation begins (for example, the deletion of a file).

Editing Keys

When you are entering text in an input line or in the Command Shell, the following keys are available for editing the input line:

Key	Action
Home and End	Moves the cursor to the beginning or end of the line.
Left and Right Arrows	Moves the cursor one position to the left or right without altering the text.

Backspace	Deletes one character to the left of the cursor. All characters from the cursor on are moved one position to the left. If no characters are to the left of the cursor, Backspace is equivalent to Delete.
Delete	Deletes the character under the cursor. All characters to the right of the cursor are moved one position to the left.
CTRL/Backspace	Erases the entire line and moves the cursor to the first position.
Up Arrow	Displays a History window containing up to 15 of the most recent entries for that particular query. See below for more information on using histories.

Entry Histories

Whenever you enter a command in the Command Shell, or type a response to a XTreePro Gold prompt, XTree Gold saves your entry in a history file. As you continue to work, you can review your past responses and even copy previous entries from the history into the Prompt Line or Command Shell. XTree Gold maintains a separate history of entries for each type of query and the Command Shell.

XTree Gold stores up to 13 command entries (and a blank line) for each kind of operation. Because histories are maintained in a file, they remain available from one XTree Gold session to another. Each time you enter a command which doesn't currently appear in the history list, XTree Gold adds it to the corresponding list.

Whenever you are prompted for an entry, you can press the Up Arrow key (or click the history command) to view a recent history of responses associated with the currently displayed prompt or the Command Shell. To copy a response, use the arrow keys to select an entry in the Command History and press ENTER to copy the selected command to the prompt. Press ESC to return to the prompt

without copying an entry. If you do copy an entry from a history, you can modify the entry before pressing ENTER to complete the operation. For example:

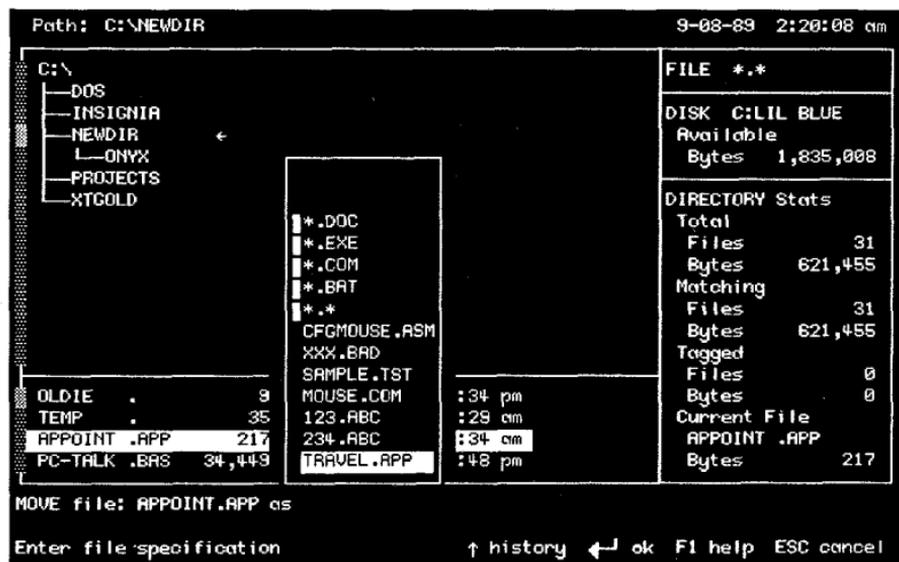


Figure 4-1 A sample command history

Because XTree Gold replaces existing entries with more recent entries, you must specify the entries you want to retain. To specify an entry as permanent, highlight the entry and press the Insert key. XTree Gold marks each permanent entry with a bar. Remove a mark by highlighting the marked entry and pressing Insert again. You can specify up to 11 entries as permanent in a history listing.

To permanently remove an entry from a command history, select the entry you want to remove and press DEL.

Directory and File Commands

XTreePro Gold provides two major families of command menus:

- Directory commands that can only be executed while the Directory window is active.

- File commands that can only be executed when one of the File windows is active.

Depending on the kind of File window that is active, File Commands operate on different groups of files:

Active File Window	Files Affected
Small or Expanded Showall	Matching files in the current directory Matching files in all subdirectories on the current drive
Global	Matching files on all logged drives

Each group of command menus includes separate sets of standard commands, CTRL commands, and ALT commands. You display command sets by holding down the key associated with the command—for example, the CTRL key to view the CTRL commands—or by cycling through the available sets of commands by clicking clicking the Command menu label (for example, DIR COMMANDS or FILE COMMANDS), or by pressing F4.

When a set of commands is displayed, you choose the desired command by clicking the command in the menu, or by pressing the key indicated by the first uppercase letter in the command.

Standard commands are the commands usually displayed at the bottom of the screen. These commands generally perform operations on individual directories or files.

CTRL commands perform operations on multiple tagged files or directories.

ALT commands are advanced file and directory commands that extend the functions of the standard commands.

A complete listing of all XTree Gold commands is provided in Appendix A.

Directory Window Commands

Standard Directory Commands

When the Directory window first becomes active, the standard directory commands are displayed on the command line.



```
DIR Available Delete Filespec Global Invert Log disk Makedir
COMMANDS Print Rename Showall Tag Untag Volume eXecute Quit
← file F7 outview F8 split F9 menu F10 commands F1 help ?stats
```

Figure 4-2 Standard Directory commands

Available

The Available command displays the amount of unused space on a disk. When you choose the Available command, XTreePro Gold prompts you to enter the disk ID (the letter name of the disk you wish to check). XTreePro Gold checks the disk and displays the number of bytes available. Press any key to display the standard commands again.

Delete

The Delete command removes the currently selected directory from the current disk. You cannot delete a directory that contains either subdirectories or files. (XTreePro Gold provides a Prune command that deletes all files and subdirectories in a selected directory. See the description of the Prune command in the section “ALT Directory Commands” below for more information.) Furthermore, you cannot delete the root directory.

When you choose the Delete command, XTree Gold asks you to confirm the operation. If you confirm by pressing Y (or clicking Yes), XTree Gold deletes the directory and updates the information in the Directory window. If you change your mind, press N or ESC (or click the commands) to cancel the operation.

Filespec

The Filespec command changes the file specification that XTreePro Gold uses to select files for display and operations.

When you choose Filespec, XTree Gold prompts you for a new file specification. If you press ENTER, XTree Gold automatically defaults to the *.* wildcard file specification which selects all available files. Use the Up Arrow to display the file specification history. Or, you can enter as many as 16 different file specifications separated by commas, using * and/or ? characters to specify a particular group of files to be included.

For example, entering a multiple file specification of *.EXE,*.BAT,*.COM (the executable file extensions) would allow you to find all executable files for group operations. After entering the file specification, you can choose the Showall command to display all executable files on the current drive; or choose Global to display all executable files on all the logged drives.

You can make sets of file specifications easy to identify by adding a descriptive label to each list of specifications. To label a set of file specifications, first enter a descriptive word, then type a colon(:) before entering the multiple specifications. For example:

PROGRAMS: *.EXE, *.BAT, *.COM

Because XTree Gold ignores all the text before the colon, you can use this technique to create groups of file specifications that can be readily identified in the File Specification box (or the entry history for file specifications), regardless of their length.

You can also create an “exclusionary” file specification by placing a “-” in front of a file specification. For example, if you enter a file specification as “-*.BAT” you are instructing XTree Gold to display all files without a .BAT extension.

Once you have entered a new file specification, the File Specification box as well as the Matching Files information in the Disk Statistics box are updated to reflect your new selection.

A right arrow in the Filespec box indicates that all file specifications are not visible. To see the complete file specification, press the Up Arrow key to display a history of Filespec entries—XTree Gold highlights the current file specification in the history list.

Global

The Global command allows you to work with all matching files across all logged disks. When you choose Global, the display changes to the Expanded File window that lists all the files that match the current file specification on all logged disks. As you select files in the window, the path identification line at the top of the screen provides each file's location.

Invert

The Invert command lets you reverse either the file specification or the tag status of all the files in the current directory. When you choose Invert, XTreePro Gold displays a menu of inversion choices. Choose one of the following options:

File specification

Reverses the current file specification to display only those files that do NOT match the current file specification. (This command is similar to creating an exclusionary file specification with the Filespec command.) Choose the Invert File specification command again to cancel the reversal of the file specification.

Tags

Untags all the files that were formerly tagged and tags all the files that were formerly untagged.

Log disk

The Log disk command allows you to log a new disk and have XTreePro Gold retain information for the current disk in memory. In this case, XTree Gold uses more memory since it is now holding information for multiple disks. Should XTreePro Gold report that it does not have enough memory, you should choose ALT/Release Disk. See the section "ALT Directory Commands" for more information on ALT/Release.

When XTreePro Gold prompts you for the new disk to log, enter the drive ID letter that identifies the new disk. XTree Gold reads the new disk's directory and file information, regardless of whether or not it has been previously logged. If you try to log onto a disk that is unavailable (such as a floppy drive that does not contain a diskette), XTree Gold tells you that you've chosen an invalid disk drive.

If your choice is valid, XTree Gold logs the disk and constructs a new directory tree within your Directory window display. The Disk Specifications box and the Disk Statistics box are both updated as well.

Press + or - to select a previously logged disk from memory without having to relog that disk.

Note: When logging a disk you may encounter an Out of Memory message. For example, this may occur if you have been working on the C: drive and you want to log the D: drive as well but there is not enough memory available to log both drives. XTree Gold prompts you with a message and offers two options: Quit XTree Gold and exit to DOS or press ESC to remain in the C: drive. If you still want to log drive D:, choose ALT/Log which releases all previously logged drives, thus freeing up memory.

If a single drive requires more memory than is available, XTree Gold displays a partial tree structure of the disk and informs you that it could only log a portion of the drive. You can then work with the directories and files that are displayed.

Note: You can also use the DOS SUBST command to substitute directories for drives when you are unable to log an entire directory tree. See your DOS manual for more information on the SUBST command.

Makedir

This command adds a new directory to the current disk. Use this command to create a subdirectory under the current directory. When XTreePro Gold prompts you for the name of this new subdirectory, you must enter a single directory name (without any backslash characters), which follows the normal rules for DOS file names without wildcard characters. After XTree Gold creates the new directory, the Directory window is updated to show the new directory within the tree structure.

Print

This command prints directory information on your printer. When you choose the command, XTreePro Gold prompts you to select the type of directory data to be printed. Choose one of the following options:

Catalog of tagged files Prints the names and statistics of all files that have been tagged on the current disk. The

printout contains a heading for each directory on the disk that has at least one tagged file, followed by a list of files in that directory that are tagged. The files are listed in the sort order that is currently in effect for the File window (see ALT/Sort).

Pathnames

Prints a list of all pathnames on the current disk. Each pathname is printed on one line, in the tree-structure order.

Tree

Prints the directory tree structure as you see it in the Directory window. Graphic characters are translated into ASCII equivalents.

After you choose a print option, XTree Gold prompts you for the number of lines to print per page. Press ENTER to accept the default of 55 lines per page (or a value that you set during configuration) and begin printing, or enter the number of lines you require and press ENTER to begin printing. Choose the History command to view (and copy) the number of lines per page that you last entered.

The default value for number of lines is also a configurable item. See Chapter 6 for more information.

A form feed is issued at the end of the printout. You can cancel printing at any time by pressing ESC.

Rename

The Rename command lets you change the name of any directory other than the root directory. Before you choose this command, select the directory you wish to rename. When you choose Rename, XTreePro Gold displays the name of the current directory and prompts you for the new name. Enter a single directory name (without backslash characters), which adheres to the normal rules for a DOS filename. XTree Gold renames the directory and updates the Directory window to show the new name.

Caution: Renaming a directory may prevent an application from locating necessary files that it expects to find in a certain directory.

Showall

Use the Showall command to display ALL matching files on the current disk, not just those in the current directory. This display permits you to work with files across the entire disk—regardless of the directory in which they reside. For example, you could use Showall to display all *.BAK files in all directories on the disk, then delete all of these files with a single command.

As you select files and scroll through the list, the Path Identification line may change to indicate different file locations. Statistics for the entire disk are displayed in the Statistics box.

Tag

The Tag command marks (with a diamond symbol) all the files in the current directory that meet the current file specification. XTreePro Gold also updates the statistics for tagged files in the Disk Statistics box.

Caution: It's a good idea to untag files after performing an operation on them so that you don't accidentally perform another operation on them later on. See the description of the Untag command below.

Untag

The Untag command removes the tags from all matching files in the current directory. Only files matching the current file specification are untagged. Both the File window and the statistics for tagged files in the Disk Statistics box are updated.

Volume

The Volume command changes the volume label of the current disk. Select this command to enter a new volume name of up to eleven characters, using standard DOS rules for volume labels. After you type the volume name and press ENTER, XTreePro Gold displays the new volume name. XTree Gold reports an error if the new volume name is the same as the name of a file or directory in the root directory.

eXecute

This command allows you to enter DOS command lines from within XTreePro Gold. When you choose this command, XTree Gold displays the Command

Shell. The eXecute command is best way to enter DOS command lines “on the fly.” For more information on the Command Shell, see Chapter 3.

Note: While you can use the eXecute command to start applications from the Command Shell, you may find it more convenient to install application command lines in the Application menu and start the programs directly from the menu.

The eXecute command is identical to the ALT/eXecute command described in the section “ALT Directory Commands,” with one important exception; XTree Gold occupies more memory than it does when you use the ALT/eXecute command.

The amount of memory XTree Gold occupies is dependent on the total number of directories and files that are logged. Since XTree Gold remains in memory and maintains all information intact, less memory is available for program operation and command execution. If there is insufficient memory to perform an operation, return to XTree Gold and release any drives which are not needed.

If you have not added, removed, or changed any files or directories on the logged disks while working from the Command Shell, XTree Gold performs normally. However if any changes were made to logged disks, XTree Gold may report errors while performing its operations. If XTree Gold warns you that the disk has been changed, you should use the Log disk command to relog the disk.

Press ESC to leave the Command Shell. XTree Gold displays the current disk information and places the highlight bar on the current directory.

Quit

The Quit command exits XTreePro Gold and returns you to the DOS command prompt. XTree Gold prompts you to confirm the Quit operation. Pressing Y (or clicking Yes) confirms the choice and initiates the exit to DOS. Pressing N or ESC cancels the operation and returns you to XTree Gold.

You can also configure XTree Gold to perform a “quick exit” without requesting confirmation. See Chapter 6 for more information.

F1 help

The F1 command displays a context-sensitive help screen. See “Using XTreePro Gold HELP” in Chapter 3 for more information.

F4

The F4 command cycles the Command menu through the standard, CTRL, and ALT command menus.

F5

The F5 command collapses or expands directory tree levels to show or hide subdirectories below the first directory level beneath the current directory. A “+” in the margin of the Directory window indicates a collapsed directory.

F6

The F6 command collapses or expands the current directory tree level to show or hide all subdirectories beneath it. A “+” in the margin of the Directory window indicates a collapsed directory.

F7 autoview

The autoview command provides a divided window where you can select files in the left half of the display and browse their contents in the right half of the display. When you see the file you want to view more closely, you can switch to a standard view mode. See the section “Autoview Commands” later in this chapter for more information on the commands.

Note: When you choose F7 autoview from the Directory window, XTree Gold displays the names of the matching files in the current directory on the left side of the display.

F8 split

The F8 command splits or unsplit the display. See the section “Split Window” in Chapter 3 for more information on managing a split display.

F9 menu

The F9 command displays an Application menu which provides a shortcut for starting applications and performing other batch operations. See “The Application Menu” in Chapter 3 for more information on using the Application menu. See “Application Menu Commands” later in this chapter for more information on creating application menu items.

F10 commands

The F10 command displays a window containing a Quick Reference guide to Directory window commands. Perform a command by highlighting it with the cursor keys and pressing ENTER, or by clicking the desired command. Choosing a command also closes the window.

? stats

The ? command displays the Extended File Statistics window containing detailed disk and file statistics. Press ENTER or ESC (or click OK) to close the window. (You can also display the Extended File Statistics window by clicking anywhere in the Statistics box.)

CTRL Directory Commands

Use the CTRL Directory commands to work on groups of tagged files simultaneously.

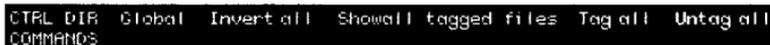
A screenshot of a menu bar with a black background and white text. The text is arranged in two lines. The first line contains the words 'CTRL DIR' followed by a space and then 'Global', 'Invert all', 'Show all tagged files', 'Tag all', and 'Untag all'. The second line contains the word 'COMMANDS'.

Figure 4-3. CTRL Directory commands

CTRL/Global

The Global command lets you view and work with all matching tagged files across all logged drives, not just those in the current disk/directory. All subsequent operations work in a manner identical to the standard Global display.

CTRL/Invert all

The CTRL/Invert command lets you reverse either the file specification or the tag status for all files on the current disk. When you choose CTRL/Invert, XTreePro Gold displays a menu of inversion choices. For more information on your available options, see the description for the Invert command in the section "Standard Directory Commands" earlier in this chapter.

CTRL/Log disk

Use the CTRL/Log disk command to switch between currently logged disks. This command is equivalent to pressing - or + to switch between logged disks. When

you choose CTRL/Log disk, XTreePro Gold prompts you for a disk drive ID. If you enter a drive ID for a disk that is not currently logged, XTree Gold logs the disk without releasing previously logged disks and switches to the newly logged disk. For more information on logging disks, see the command description for the Log disk command in the section "Standard Directory Commands" earlier in this chapter.

CTRL/Showall tagged files

The Showall command displays all tagged files on the current disk that match the File Specification. All subsequent operations work in a manner identical to the standard Showall display.

CTRL/Tag all

This command tags all matching files on the entire disk, no matter what the current directory is. Tag markings are displayed adjacent to all file names to indicate which files may be acted on by XTreePro Gold's multiple-file commands.

Caution: After you perform an operation on tagged files, untag them so you won't accidentally perform another operation on them later on.

CTRL/Untag all

The Untag command clears tags from all matching files on the entire disk, no matter what the current directory is. All tag markings adjacent to any filenames are removed so that they will not be affected by any commands you may subsequently issue. This is a good command to use periodically in order to insure that no files are inadvertently tagged.

ALT Directory Commands

The ALT Directory commands extend the function of your standard directory commands. When the Directory window is active, these commands appear when you hold down the ALT key.

A screenshot of a menu titled "ALT DIR COMMANDS" with the following items: Edit, File display, Graft, Hide/unhide, Log disk, Prune, Release disk, Sort criteria, Tag, Untag, eXecute, Quit, F2 format, F10 config.

ALT DIR	Edit	File display	Graft	Hide/unhide	Log disk	Prune
COMMANDS	Release disk	Sort criteria	Tag	Untag	eXecute	Quit
	F2 format	F10 config				

Figure 4-4. ALT Directory commands

ALT/Edit

The Edit command lets you specify a file for text editing. You will usually use this command to create a new file, but you can also use it to open an existing text file.

To edit a file, choose the Edit command; when XTree Gold prompts you for a filename, type the name of file you want to edit and press ENTER. XTree Gold opens the file with the built-in text editor, 1Word, or with a text editor that you've specified in the Configuration utility. Unless you specify otherwise from within the text editor, XTree Gold saves the file in the current directory when you quit the text editor.

For a complete discussion of 1Word's editing commands, see the 1Word manual provided in your product package. See the section "Setting Parameters in the DOS Environment" in Chapter 6 for more information on configuring an alternate text editor for use in XTree Gold.

ALT/File display

Use the ALT/File display command to change the format that XTreePro Gold uses to display file names in the File window. In addition to the standard format where XTree Gold lists only the name and extension of each file (and tag markings, if any) in three columns, the File Display command provides two additional formats:

- A two-column format which displays the file name, extension, tag markings (if any), size and attributes
- A one-column format which displays the file name, extension, tag markings (if any), size, attributes, and date and time of creation/last modification

To change the file display format, choose the ALT/File display command until XTree Gold displays files in the format you want. After you choose a file display format, XTree Gold uses the format until you choose another display format with the File display command.

Note: For files that are 10 million bytes or larger, XTree Gold indicates size with a string of pound signs (#). Select the filename to view the actual file size in the Statistics box.

See Chapter 6 for additional information on modifying the file display default.

ALT/Graft

Use the Graft command to move an entire subdirectory to another parent directory.

To graft a subdirectory, select the directory to be moved in the Directory window and choose the Graft command. XTreePro Gold displays the name of the directory that you selected for grafting and prompts you for a new parent directory. In the Destination Directory window, select the directory you want to graft onto and press ENTER. XTree Gold moves the entire subdirectory (including all the files and subdirectories it contains) to the new parent directory.

ALT/Hide

Use the Hide command to conceal any directory other than the root directory from view in a conventional DOS display.

To hide a directory, select it in the directory window and choose the Hide command. XTreePro Gold displays the name of the directory in lowercase letters to indicate that it is hidden. Choose Hide again to return the directory to normal status. In the Configuration utility you can specify that hidden directories will not appear in the tree, but if this is the case, you won't be able to show the directories until you modify the configuration. See Chapter 6 for more information on configuring XTree Gold.

ALT/Log disk

Use the ALT/Log disk command to log a new disk and release all currently logged disks from memory. If you want to work with one disk at a time, you should always log new disks with this command. You should also choose this method of logging whenever you want to limit the amount of memory XTreePro Gold occupies. For more information on logging disks, see the command description for the Log disk command in the section "Standard Directory Commands" earlier in this chapter.

ALT/Prune

Use the Prune command to delete the entire contents of a selected directory, including all subdirectories contained within it. **USE WITH CAUTION—YOU CAN'T UNDO A PRUNE COMMAND!**

To prune a subdirectory, select the directory in the directory window and choose the Prune command. Because you cannot restore the contents of a pruned directory, XTreePro Gold prompts you to confirm the action by typing the command name. Type PRUNE and press ENTER to remove the contents of the selected directory from the directory tree. (Use the standard Delete command to remove an empty directory from the directory tree.)

Caution: The Prune command is irrevocable—do not use it unless you are absolutely certain that you want to remove the entire contents of a directory.

ALT/Release disk

The ALT/Release disk command displays a list of the currently logged disks and allows you to free up the memory used by a logged disk. Type the drive ID of the disk you want to release to release that disk from memory. Should XTreePro Gold report it can't log another disk or that it has insufficient memory to perform an operation, it prompts you automatically, asking if you want to cancel the operation or release a disk and free the memory required.

The ALT/Release disk command is also useful if you plan to run applications from within XTree Gold. By releasing disks before using the eXecute command, you can free additional memory for running programs from the Command Shell.

If you release the only disk that is currently logged, XTree Gold prompts you to select another drive for logging before returning you to the standard display.

ALT/Sort criteria

This command changes the order in which files are displayed in the File window. As a default, XTreePro Gold displays files in alphabetical order by name. When you select the Sort criteria command, XTree Gold asks you to select a new sort order which XTree Gold is to use in all subsequent File window displays. The following choices are available for selection:

Name	Displays files in alphabetical order by their names. This is the default sort criteria.
-------------	---

Extension	Displays files in alphabetical order by their file name extension. For example, all the *.DOC files appear before the *.TXT files. Files with the same extension are displayed in alphabetical order by name.
Date	Displays files in order of creation/last modification date. Files that were created or modified earlier are shown first, followed by newer files. Files with the same date and time are ordered by name.
Size	Displays files ordered by their size. The smallest files appear first, followed by larger size files. Files with the same size are ordered by name.
Unsort	Displays files in the actual order in which they are stored on the disk, just as you would see them if you typed the DIR command at the DOS prompt.

Two additional toggle options provide further control. Should you choose to use these options, it is recommended that you select them first and then choose your sort criteria:

Order	Although the default display is in ascending order, you may choose to change to a descending order. In this way, you can find the largest or smallest, oldest or newest files on your disk. Pressing O toggles the order and keeps you in the ALT/Sort prompt line. You can then select one of the sort criteria.
Path	This toggle applies only to Showall and Global displays and allows you to specify that files be sorted sequentially in path order. Select Path

Yes to group files according to directories.
Select Path No to display all files sorted by the
current sort criteria only.

The default sort order is configurable. See Chapter 6 for more information on configuration settings.

ALT/Tag

This command tags all matching files on the current disk that have certain file attribute settings. File attributes are four special DOS switches that can be set on or off to change the status of the file. These attributes are R for Read Only, A for Archive, S for System and H for Hidden. They are discussed in more detail in the section, "File Window Commands" and in your DOS manual.

When you choose the ALT/Tag command, XTreePro Gold prompts you for a set of attributes. To enter these attributes, type a "+" or a "-" followed by the attribute letter you want. Typing a "+" in front of the attribute tags all files with that attribute On. Typing a "-" in front of the attribute tags all files with the attribute Off. For example, if you enter "+A-R," XTree Gold tags all the matching files which have the Archive attribute ON and the Read Only attribute OFF.

You may enter from one to four attribute settings; XTree Gold ignores any attributes that are not entered. For example, "+A-R" would tag all matching files which have the Archive attribute ON and the Read Only attribute OFF.

XTree Gold provides a configuration option for filtering system and hidden files so that they will not be displayed. See Chapter 6 for more information on configuration settings.

ALT/Untag

This command removes the tag from all matching files on the current disk that have specific attribute settings. Instructions for specifying the attribute settings are the same as described in the ALT/Tag command section.

ALT/Wash disk

This command provides additional security by clearing the current disk of all unallocated areas. This command prevents unauthorized users from viewing or restoring your deleted files.

ALT/eExecute

This command allows you to enter DOS command lines from within XTreePro Gold.

When you use ALT/eExecute to execute programs and run applications, XTree Gold remains in memory, but temporarily releases all logged disks and reduces itself to a mere 7K in size to free up memory for running programs. When you select the ALT/eExecute command, XTree Gold displays the Command Shell where you can type DOS command lines. See Chapter 3 for more information about the Command Shell.

See the description of the eExecute command in the section "Standard Directory Commands" earlier in this chapter for more information on using the Command Shell to execute programs.

ALT/Quit

This command exits XTreePro Gold and returns you to the DOS command prompt. XTree Gold automatically sets the current directory in DOS to be the same as the current directory setting in XTree Gold.

When you choose ALT/Quit, XTree Gold asks you to confirm the exit. Press Y (or click Yes) to leave XTree Gold and return to DOS. Pressing N or ESC cancels the operation.

You can also configure XTree Gold to perform a "quick exit" without requesting confirmation. See Chapter 6 for more information.

ALT/Zip

The ALT/Zip command provides a quick exit from XTreePro Gold. When you choose the command, XTree Gold saves all the current program data and returns you to DOS. The next time you start XTree Gold, the program restores the displayed information to the state that existed when you chose ALT/Zip, allowing you to continue from that point. However, any changes you made to the directory structure or your files from the DOS prompt will not be displayed until you relog the drive or the altered directory.

ALT/F2 format

The ALT/F2 command lets you format a diskette (high-density or low-density) without leaving XTreePro Gold. When you choose the command, XTreePro Gold lists the available disk drives and asks you to choose a drive for the formatting operation. Type the drive ID of the drive you want to use for formatting and follow XTree Gold's instructions for formatting the disk.

ALT/F3 relog directory

The ALT/F3 command lets you update the information displayed in the File window for the current directory without having to relog the entire disk. The ALT/F3 command is useful for refreshing a file display after you've made changes to the directory with the eXecute or Open commands, or from the Application menu.

If you modified the directory structure (by adding or deleting directories), you should use the Log disk command instead of ALT/F3 to display an accurate tree structure.

Note: Although this command is only displayed when the Directory window is active, it is also available when from the Small File window or the Expanded File window.

ALT/F9 display mode

The ALT/F9 command toggles the XTreePro Gold display between the standard 25-line display and the EGA/VGA expanded display mode. You can also switch the display mode through the Configuration utility described in Chapter 6.

ALT/F10 config

The ALT/F10 command starts the Configuration utility and displays the Configuration Main menu. See Chapter 6 for more information on configuring XTreePro Gold.

File Window Commands

File commands perform operations on matching files displayed in the File window. The scope of the File commands depends on the type of File window that is currently active. In the Small File window, File commands perform

operations on all matching files in the current directory. In the Showall display, file commands operate on matching files in all directories on the current disk. In the Global display, commands operate on matching files in all directories on all logged disks.

Three sets of commands are available from the File window (just as in the Directory window); standard commands, CTRL commands and ALT commands.

Standard File Commands

The standard File commands are the most extensive group of commands. Typically, they perform operations on the current file.

When a File window first becomes active, the standard File commands are displayed on the command line.

A screenshot of a command line menu in XTreePro Gold. The menu is displayed on a black background with white text. It lists various file operations and their corresponding keyboard shortcuts. The first line shows 'FILE' followed by 'Attributes Copy Delete Edit Filespec Invert Log disk Move'. The second line shows 'COMMANDS New date Open Print Rename Tag Untag View eXecute Quit'. The third line shows a left arrow followed by 'more F7 outoview F8 split F9 menu F10 commands F1 help ESC cancel'.

Figure 4-5. Standard File commands

Attributes

The Attributes command displays the size, attribute, date, and time for the current file and allows the attributes to be changed. These attributes are four special DOS switches that can be turned on or off, causing the status of a file to change in specific ways. The four attributes are Read-Only, Archive, System and Hidden. You can set or clear the attributes by prefixing the attribute letter designation on the input line with either a "+" or "-".

When you choose the Attribute command, XTreePro Gold displays the file name, the date and time the file was created, and a listing of those attributes which are already on. You may change from one to four of the attributes in a single operation. For example, if you want to alter a file so that it is Read-Only and Archived, you would type +R+A and press ENTER.

After you have set the attributes, they are written to the disk. If you want to view the attributes without changing them, simply press ENTER (or ESC). The prompt disappears and the commands reappear.

The table below provides definitions of the four attributes:

Attribute	Definition
R (Read-Only)	When this attribute is on, the file can be read but cannot be modified. This protects the file and is a good security measure. Enter +R to turn this attribute on or -R to turn it off. You can overwrite a Read-Only file with XTree Gold although you are prompted to confirm the operation first. XTree Gold will not delete, move, or rename a Read-Only file.
A (Archive)	When this attribute is on, the file is marked as having been modified or newly created. Backup programs generally back up only those files that have the Archive attribute set. After the files are backed up, the backup program removes the Archive attribute. If you turn off the archive attribute, the backup program assumes the file has not been modified since the last backup and the file is not part of your next backup operation (unless it is subsequently modified). ENTER +A to turn this attribute on, or -A to turn it off.
S (System)	When this attribute is on, the file is classified as a system file. This is how DOS protects its own operating files. When a disk is formatted with a system on it, the system files are in a specific physical position on the disk. System files should not be moved. XTree Gold does not let you move, delete, rename or overwrite a file with the system attribute set. You can choose whether or not XTree Gold displays System files. Refer to the Configuration section for details. Enter +S to

turn this attribute on. Turning it off (- S) is quite a dangerous move.

H (Hidden)

When this attribute is on, the file does not appear in a DOS directory listing although it is on the disk. XTree Gold does not let you move, delete, rename or overwrite a file with the system attribute set. You can choose whether or not XTree Gold displays Hidden files. See the Configuration section for details. ENTER +H to turn this attribute on or -H to turn it off.

Copy

The Copy command permits you to copy the current file to another disk and/or directory. When you choose the command, the screen first prompts you to enter the name of the new file. Generally, you will simply press ENTER to retain the original file name. If you want to copy the file using a new name, type the desired filename and press ENTER. XTreePro Gold then prompts you for the destination of the new file. Type a drive ID and destination path for the file, and then press ENTER. If a drive specifier is not entered, XTree Gold assumes the current drive is the destination. If a drive is entered and a path is not, XTree Gold assumes the Root directory. When the destination has been entered, the copy operation starts. When the copy is complete, the File Commands menu reappears.

As an alternative to typing the complete path, you can press F2 (or click the Point command) to display the Destination Directory window, where you can directly select a destination path. See Chapter 3 for more information on the Destination Directory window.

If you attempt to copy over a file with a Read-Only attribute, XTree Gold asks you to confirm the operation before continuing. XTree Gold does not allow you to copy over a System or Hidden file. If you are sure you want to do this, first remove the system and/or hidden attributes and then perform the copy operation.

Note: Normally, XTree Gold also copies the archive bit when it copies a source file. You can, however, configure XTree Gold to operate like DOS and always set the archive bit for newly copied files. See Chapter 6 for more information on configuring XTree Gold.

Delete

The Delete command removes the current file from the disk. When you press D, XTreePro Gold prompts you to confirm the deletion. Press Y (or click Yes). XTree Gold does not permit the deletion of Read-Only, Hidden or System files.

Edit

The Edit command lets you edit the contents of a text file. When you choose Edit, XTreePro Gold opens the built-in text editor, 1Word, or a text editor that you've specified in the configuration settings. For a complete discussion of 1Word's editing commands, see the 1Word Reference Guide provided in your product package. See Chapter 6 for more information on configuring a text editor for use in XTree Gold.

When you choose the Edit command, XTree Gold displays the currently highlighted filename. Press ENTER to edit the file, or use the editing keys and type a new filename. If you enter a filename that does not exist, XTree Gold allows you to create a new text file.

When you edit a single file, the name of the file entered at the prompt is subsequently displayed in XTree Gold after you return to the Main Display. XTree Gold also displays any .BAK (backup) files and updates information about the file.

Filespec

The Filespec command changes the File Specification that XTreePro Gold uses to select files for display and operations. This command is equivalent to the Filespec command in the Directory window. See "Directory Window Commands" earlier in this chapter for more information on the Filespec command.

If you change the file specification to a specification that doesn't match any of the available files, XTree Gold returns you to the Directory window.

Invert

The Invert command lets you reverse either the file specification or the tag state of the current file. When you choose Invert, XTreePro Gold displays a menu of inversion choices. For more information on your available options, see the description for the Invert command in the section “Standard Directory Commands” earlier in this chapter. For more information on file specifications and tags see the command descriptions for Filespec and Tag in this section.

Log disk

The Log disk command permits you to log a new disk and instructs XTreePro Gold to retain information for the current disk in memory. In this case, XTree Gold uses more memory since it is now holding information for multiple disks. This command is the equivalent to the Log disk command found in the Directory Commands menu.

Move

The Move command moves the current file to another directory on the same disk. This operation is similar to a copy followed by the deletion of the original file, except that it is much faster.

When you choose Move, XTreePro Gold prompts you for a new name for the file. If you want to keep the same name, press ENTER. XTree Gold then prompts you for the destination directory. You may enter any directory on the logged disk, but you may not enter a drive ID since XTree Gold only moves files to the currently logged disk. To move a file to another drive, first use the Copy command and then delete the original file.

You can also press F2 to display the Destination Directory window which prompts you for the destination of your choice. See Chapter 3 for more information on the Destination Directory window.

XTree Gold does not allow you to move Read-Only, System or Hidden files. The Move command is not available from the Global File window.

New date

The New date command stamps a new date and time on the currently selected file. When you choose the command, XTreePro Gold displays the current system

date and time at the prompt for a new date and time stamp. Press ENTER to use the system's current date and time, or type new values for date and time and press ENTER to override the system setting. You must provide both a date and time, and the entries must be separated by at least one space.

Type dates in a *mm/dd/yy* format. You can use any of the following characters as separators in the date entry: a comma (,), a slash (/), a dash (-), a period (.), or a colon (:). Some valid date entries:

11-2-89

01/07/92

4,30,90

Type times in a *hh/mm/ss [am(pm)]* format. (Seconds and an AM/PM designation are optional.) You can use any of the following characters as separators in the time entry: a comma (,), a slash (/), a dash (-), a period (.), or a colon (:). You can also use a space to separate the AM/PM designation from the rest of the time value. Some valid time entries:

04:23:49 AM

5.07

21-30-00

11,20 pm

If you do not enter an AM/PM designation, XTree Gold assumes that any hour value under 12 is an AM entry. XTree Gold will not accept invalid entries.

Open

The Open command lets you open the current file in its associated application without first having to start the application.

When you perform an Open command on a file that contains a .BAT, .EXE, or .COM extension, XTreePro Gold executes the program. If the file is not directly executable, XTree Gold searches for an associated batch file with a name that is identical to the extension of the file you are attempting to open. For example, if you attempt to open a graphic file by the name of ARROW.TIF, XTree Gold searches for a file named TIF.BAT and runs that batch file. If XTree Gold can't find an associated batch file, the Open command is ignored.

If you are planning to use the Open command, you need to first create some associative batch files that will start applications. A batch file can include parameters from the table below to provide the file with variable values that depend on current directory and file selections.

Parameter	Action
%1	Inserts the full path specification
%2	Inserts the current drive ID
%3	Inserts the current path
%4	Inserts the file name
%5	Inserts the file name extension

For example, you could open Word Perfect documents with .DOC extensions by using the XTree Gold Edit command to create a batch file called DOC.BAT. This batch file would contain a command to start Word Perfect as well as a variable that passes the selected file's name to the command so that the application will open the file. For this example, you would create a batch file (in the XTGOLD directory) called DOC.BAT that contains the following line:

```
C:\WP50\WP.COM %1
```

In the command line, %1 is the parameter that inserts the full path specification of the file currently selected in the File window—the file you want to open.

When you select a Word Perfect document such as JAYME.DOC and choose the Open command, XTree Gold finds the associated batch file and executes it, substituting the full path specification of the file JAYME.DOC for the variable so that Word Perfect opens the selected document upon startup.

Note: A large application may run out of memory when started with the Open command. If this happens, use the ALT/Open command instead—ALT/Open shrinks the size of XTree Gold, freeing up additional space for the application. See the description of the ALT/Open command in the section “ALT File Commands” below for more information.

Print

The Print command lists the contents of the current file on your printer. If the file you want to print does not contain text information, you may see random and/or nonsense characters in the printout.

Be sure to prepare your printer before choosing the Print command. Check that it is turned on and that the paper is aligned the way you want it.

Before XTreePro Gold performs any of the print functions, it prompts you for the number of lines to print per page. Press ENTER to accept the default of 55 lines per page and begin printing, or enter the number of lines you require and press ENTER to begin printing. (An entry of 0 cancels form feeds). Choose the History command to view (and copy) the number of lines per page that you last entered.

The default value for number of lines is also a configurable option. See Chapter 6 for more information.

A form feed is issued at the end of the printout. You can cancel printing at any time by pressing ESC.

Note: It is also possible to print from within 1Word or the text editor you configured for use with XTree Gold.

Rename

The Rename command changes the name of the current file. At the prompt, type a valid DOS filename and press ENTER. XTreePro Gold writes the new name to disk and updates the list in the File window.

XTree Gold does not allow you to rename Read-Only, Hidden or System files.

Tag

The Tag command places a tag (a diamond-marker) next to the current file. XTreePro Gold's multiple-file commands, such as CTRL/Copy or CTRL/Delete, affect only tagged files.

Untag

The Untag command removes the tag from the current file, preventing it from being affected by XTreePro Gold's multiple-file commands such as CTRL/Copy or CTRL/Delete.

View

The View command displays the contents of the current file on the screen. When you choose the command, XTreePro Gold displays the first page of the file. The cursor keys, Page Up/Down keys, and Home/End keys can all be used to move around the file. When you choose View, XTree Gold tries to determine what kind of file it is opening and adjusts the view to accommodate the file type. If you instruct the program to display the contents of a Lotus 1-2-3 file or a dBase file, XTree Gold will display the file in an easy to read format and provide a special set of commands for viewing the file. Press ESC or ENTER to return to the main display. See the section "View Commands" later in this chapter for more information on the commands.

XTree Gold adds a highlight cursor to spreadsheet and database views so that you can select individual database records and spreadsheet cells.

In a spreadsheet, you can select individual cells by clicking them with the mouse or using cursor keys or the TAB key to move between cells. In a spreadsheet view, XTree Gold also displays the location of the currently selected cell.

In a database file, you can select individual records by clicking them with the mouse or using cursor keys or the TAB key to move between records. In a database view, XTree Gold also displays the record numbers of each selected record.

See the section "View Commands" later in this chapter for more information on viewing files.

eXecute

This command lets you execute DOS commands or programs without leaving XTreePro Gold. This command is equivalent to the eXecute command in the Directory window with one exception; if the current file has a .BAT, .EXE, or .COM extension, XTree Gold enters the current filename in the Command Shell prompt line. See "Directory Window Commands" earlier in this chapter for more information on the eXecute command.

Quit

The Quit command exits XTreePro Gold and returns you to the DOS command prompt. This command is equivalent to the Quit command in the Directory window. See “Directory Window Commands” earlier in this chapter for more information on the Quit command.

F1-F10

The function key commands that appear with the standard File commands perform the same operations as the function key commands displayed with the standard Directory commands. See the section “Standard Directory Commands” earlier in this chapter for descriptions of the function key commands.

CTRL File Commands

The CTRL file commands allow you to perform operations on multiple tagged files.



Figure 4-6. CTRL File commands

The table below shows which files are affected in the various active file windows:

Active File Window	Files Affected
Small or Expanded	Matching and tagged files in the current directory
Showall	Matching and tagged files in all subdirectories on the current drive
Global	Matching and tagged files on all logged drives

When XTreePro Gold finishes performing a CTRL command, it redisplay the standard File commands. If files were renamed, they may disappear from the display if they no longer match the current File Specification.

CTRL/Attributes

This command allows you to set or clear the attributes on the tagged files. When you choose the Attributes command, XTreePro Gold prompts you for the attribute settings. See the description of the Attribute command in "Standard File Commands" earlier in this chapter for additional information on attribute settings. After you type your attribute choices, press ENTER. The highlight bar moves across the tagged files as each is changed. When the operation is complete, the prompt disappears and the File Commands menu reappears.

Giving certain files a Read-Only status is a good safety precaution. You must deliberately remove this attribute in order to make modifications.

CTRL/Batch

This command lets you create a batch file that contains a command line for each tagged file. When you choose the Batch command, XTreePro Gold allows you to create a line mask, a template that generates a DOS command line for each tagged file. You can also use the line mask to supply parameters that provide specific information about tagged files. The CTRL/Batch command is useful for quickly creating batch files to perform operations on selected files. After you create a file with the command, you can use a text editor to open the file and modify it to fit any special needs.

To create the file, choose the Batch command, and enter a filename at the prompt. (If you don't specify a path in the filename, XTree Gold places the batch file in the current directory.) After you press ENTER, XTree Gold prompts you for a line mask. At the line mask prompt, type the DOS command you wish to perform on each tagged file, supplying parameters from the table below to provide additional information in the file:

Parameter	Action
%1	Inserts the full path specification
%2	Inserts the current drive ID
%3	Inserts the current path
%4	Inserts the file name
%5	Inserts the file name extension
%6	Inserts the parent subdirectory name

For example, if you want to create a batch file that appends the contents of the tagged files to a single file called MENTOR, you would enter the following at the line mask prompt:

```
TYPE %1 >> MENTOR
```

The two greater-than symbols (>>) tell DOS to append the contents of each tagged file's output to the MENTOR file instead of rewriting the designated file each time the TYPE command redirects output to the file.

If there were two tagged files such as MSG.TXT and LIST.TXT when you created the batch file with the CTRL/Batch command, the resulting batch file would look like this:

```
TYPE C:\WORK\MSG.TXT >> MENTOR
```

```
TYPE C:\WORK\LIST.TXT >> MENTOR
```

After you create a batch file with CTRL/Batch you can perform the batch commands by selecting the file and choosing the eXecute command or the Open command.

You can generate multiple DOS command lines for each tagged file by inserting double exclamation points (!!) between entries at the line mask prompt. For example:

```
TYPE %1 !! DIR .%5
```

You can enter up to 127 characters at the line mask prompt.

You can also use double exclamation points to specify both a file name and line mask at the batch filename prompt. XTree Gold uses everything to the right of the exclamation points in the line mask. For example, if you want to create a file FILELIST.TXT in the root directory that contains the pathname of each tagged file as a separate line in the file, you would enter the following at the batch file prompt:

```
C:\FILELIST.TXT !! %1
```

This feature is also useful for quickly retrieving both the filename and line mask from the command history. For more information on using command histories, see "Entry Histories" earlier in this chapter.

CTRL/Copy

This command copies all the tagged files to another disk and/or directory. XTreePro Gold copies these files to any directory on any drive. You can rename the files (as in the CTRL/Rename command) as they are copied.

In addition to the prompts issued by the Copy command, you are asked whether to automatically replace existing files or not. Choose Y(es) to automatically overwrite files of the same name. If you respond with N(o) XTree Gold asks for your confirmation each time a file is about to be copied over a file with the same name. XTree Gold moves the highlight bar over each tagged file as it is being copied.

As an alternative to typing the complete path, you can press F2 (or click the Point command) to display the Destination Directory window, where you can select the target directory directly from a graphic display. See Chapter 3 for more information on the Destination Directory window.

If you attempt to copy over a file with a Read-Only attribute, XTree Gold asks you to confirm the operation before continuing. XTree Gold does not allow you to copy over a System or Hidden file. If you are sure you want to do this, first remove the system and/or hidden attributes and then perform the copy operation.

If you are copying tagged files to a diskette that becomes full, XTree Gold alerts you when that diskette is full. If this happens, you can replace the filled disk with another formatted diskette that has more available space and press any key, or format a new diskette and continue the operation. After you again specify the drive and path, copying continues. In this way, large groups of files can be copied in one operation regardless of whether or not they will fit on one destination disk. XTree Gold does not allow you to copy over a System or Hidden file. If you are sure you want to do this, first remove the system and/or hidden attributes and then perform the copy operation.

Note: Normally, XTree Gold also copies a file's archive bit when it copies a file. You can, however, configure XTree Gold to operate like DOS and always set the archive bit for newly copied files. See Chapter 6 for more information on configuring XTree Gold.

CTRL/Delete

This command removes all tagged files from the disk. To prevent accidental erasure of files, XTreePro Gold asks you to confirm the operation before continuing.

XTree Gold does not allow the deletion of Read-Only, Hidden or System files.

CTRL/Invert all

The CTRL/Invert command lets you reverse either the file specification or the tag status for all matching files in the file window. When you choose CTRL/Invert, XTreePro Gold displays a menu of inversion choices. For more information on your available options, see the description for the Invert command in the section "Standard Directory Commands" earlier in this chapter.

CTRL/Log disk

Use the CTRL/Log disk command to switch between currently logged disks. This command is equivalent to pressing - or + to switch between logged disks. When you choose CTRL/Log disk, XTreePro Gold prompts you for a disk drive ID. If you enter a drive ID for a disk that is not currently logged, XTree Gold logs the disk without releasing previously logged disks and switches to the newly logged disk. This command is the equivalent to the CTRL/Log disk command found in the Directory Commands menu.

CTRL/Move

This command moves the tagged files to another directory on the same disk. This operation is similar to a CTRL/Copy command followed by a CTRL/Delete command except that it is much faster. The prompts for this command are the same as those for the CTRL/Copy command.

Remember, when this command has been completed, the files no longer reside in the current directory.

As an alternative to typing the complete path, you can press F2 (or click the Point command) to display the Destination Directory window, where you can select the target directory directly from a graphic display. See Chapter 3 for more information on the Destination Directory window.

XTreePro Gold does not allow movement of Read-Only, System or Hidden files. This command is not available from the Global File window.

CTRL/New date

The New date command stamps a new time and date on all tagged files. When you choose the command, XTreePro Gold prompts you for a new date and time. Press ENTER without typing anything to use the current date and time, or enter a new date and time at the prompt. See the description of the New date command in the section "Standard File Commands" for more information on entering times and dates.

CTRL/Print

The Print command lists the contents of the tagged files to the printer. This command operates just like the standard file Print command, except that all matching tagged files are printed, one after another. Since XTreePro Gold sends a top-of-form command after printing each file, every file starts at the top of a new page.

ESC cancels the print operation at any time.

CTRL/Rename

This command changes the names of the tagged files. This command applies the same set of characters to every tagged file. If their names are different, you can give them identical extensions. If their extensions are different, you can give them identical names. Use wildcards (* and ?) to make substitutions to parts of file names. For example, if a group of tagged files all have a .DOC extension, you can change all the extensions for the tagged files to .SAV by typing *.SAV. If the tagged files are a series of related files such as SALES1.WKS, SALES2.WKS, and so forth, you could change a part of each file's name by typing OLD?.* to apply the new names OLD1.WKS, OLD2.WKS, and so on. XTreePro Gold highlights each filename as it is changed.

XTreePro Gold does not allow you to rename Read-Only, Hidden, or System files.

CTRL/Search

The Search command searches all tagged files for a specified text string. When you choose the command, XTreePro Gold prompts you for a search string. Type

the string and press ENTER to start the search. XTree Gold highlights each file as it searches for the string and removes the tag from any file that does not contain the string—only those files that contain the specified string remain tagged.

Note: Press the Up Arrow key (or click the history command) to view a history of search strings that can be copied into the search string prompt.

To quickly find text in files:

1. Choose the Search command and perform a search on the matching files. If there are any tagged files remain, they are the files that contain the search string.
2. Choose CTRL/View to display the contents of the first tagged file in a View window. XTree Gold highlights the first occurrence of the search string in the file.
3. Choose the F10 search again command to highlight additional occurrences of the search string. XTree Gold continues the search through all the tagged files, displaying in turn the contents of each tagged file.

You can also use asterisks in your search strings to perform wild card searches for unspecified characters. An asterisk specifies that any character (and any number of characters) will be recognized as a match. For example, you would enter the following at the search string prompt to find any text enclosed in brackets (a common occurrence in some program listings):

```
{*}
```

You can use multiple asterisks in a search string to perform more complex searches. For example:

```
PROC* CVLIT*
```

CTRL/Tag all

This command places tags on all matching files. Depending on the kind of File window that is active, CTRL/Tag all operates on different groups of files:

Active File Window

Small or Expanded
Showall

Global

Files Tagged

Matching files in the current directory

Matching files in all directories on the current drive

Matching files on all logged drives

This command is useful for tagging files before choosing a multiple-file command such as CTRL/Copy or CTRL/Delete.

CTRL/Untag all

This command removes tags from all matching files. See the table above for the scope of the command in relation to the active File window.

Untagging files prevents them from being modified by XTreePro Gold multiple-file commands such as CTRL/Copy or CTRL/Delete.

CTRL/View

The CTRL/View command displays the contents of tagged files on the screen. This command works just like standard View command except that the View window provides a command for viewing the next file in the list of tagged files, but does not provide options for viewing files in Formatted or Hex views. When you choose the View command, XTreePro Gold displays the first page of the first file. See the section "View Commands" later in this chapter for more information on the commands available for viewing files.

CTRL/F5 archive files

The CTRL/F5 command archives files tagged in the File window. When you choose the command, XTreePro Gold prompts you for the name of an archive file.

To archive files:

1. If it is not currently logged, log the disk that contains the files that you want to archive.
2. Activate any File window and use the Tag command to mark the files you want to archive. (Choose the CTRL/Tag all command to tag all files that meet the current file specification.)

3. Choose the CTRL/F5 archive command.

XTree Gold sorts the files listed in the File window and prompts you for a pathname for the archive file. (The sort is temporary; after archiving is complete, XTree Gold displays the list of files in the original sort order.)

4. Type a path and filename for the archive file and press ENTER.

(Don't add a filename extension; XTree Gold automatically adds the .ARC extension to the archive filename.)

XTree Gold then prompts you to select from a menu of archiving options. For example:

A screenshot of a terminal window showing the archiving options menu. The text is as follows:

```
ARCHIVE file: C:\MINERVA.ARC
Compatibility (XTree) Encryption (off) method (archive)
← ok F1 help ESC cancel
```

Figure 4-7. Archiving options

5. Select the archiving options that you want.

Press C (or choose the Compatibility command) to toggle between two archive compatibility formats, XTREE and the industry standard PKARC.

Press E (or choose the Encryption command) to specify encryption (password protection) for the archived file.

Press M (or choose the Method command) to specify one of three archiving methods:

Archive unconditionally adds the files to the archive. **Update** adds new files and replaces any files that currently exist in the archive.

Freshen performs the same operation as Update, but does not add new files.

6. Press ENTER to continue the archiving operation.

If you specified encryption, XTree Gold prompts you for a password before continuing.

7. Type a password (of up to 32 characters) and press ENTER.

WARNING: Do NOT forget your password; otherwise the encrypted files will be unavailable for extraction.

XTree Gold begins archiving the tagged files, copying and compressing them into a single .ARC file. You may want to copy the archive file to a floppy disk for storage and remove the original files from the hard disk.

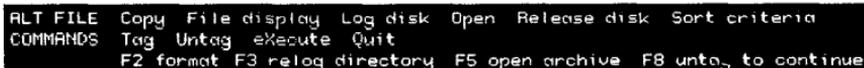
CTRL/F6 merge tags

The CTRL/F6 command lets you merge tags between windows in a split file display. When you split a display, file tagging and other operations are performed independently in each window; this means the same files can have different tag states in the left and right side of the display. When this situation occurs, you can use the merge tags command to copy the tag states of files from one side of the display to the other. To merge tags, first select the side of the display that contains the tags you want to move, then choose the CTRL/F6 command. For example, if you choose CTRL/F6 when the left side of the split display is active, all the files that are tagged on the left side will also appear tagged on the right side when you activate the other side.

When you merge tags each side of the display retains its existing tags after it inherits tags from the other side of the window. You can provide each side of the split display with identical tags by choosing CTRL/F6 on one side, and then the other.

ALT File Commands

The ALT File commands extend the function of your standard file commands. When the File window is active, these commands appear when you hold down the ALT key.

A screenshot of a menu titled 'ALT FILE COMMANDS'. The menu items are: Copy, File display, Log disk, Open, Release disk, Sort criteria, Tag, Untag, eXecute, Quit, F2 format, F3 relog directory, F5 open archive, and F8 untag, to continue.

```
ALT FILE  Copy  File display  Log disk  Open  Release disk  Sort criteria
COMMANDS Tag  Untag  eXecute  Quit
          F2 format  F3 relog directory  F5 open archive  F8 untag, to continue
```

Figure 4-8. ALT File commands

ALT/Copy

This command copies any tagged files to another disk, duplicating the original directory structure of the source files on the target disk. This command is useful for recreating the directory structure of the source disk, especially in backup operations. See Chapter 6 for more information on backup operations.

ALT/Copy is identical to the CTRL/Copy command with the following exceptions:

- XTreePro Gold copies each tagged file to the destination disk using the source path name as the destination path name.
- The Destination Directory window is not available since you enter only a disk drive letter. The disk must be different from the currently logged disk.
- XTree Gold checks to see if the directory that contains the file exists on the destination disk. If it doesn't exist, XTreePro Gold creates the path.

When using ALT/Copy from the Showall or Global displays, XTreePro Gold temporarily sorts the tagged files by directory path order and copies the files in that order. This means that when you copy files to several diskettes, files within one subdirectory are likely to be on the same diskette.

ALT/File display

This command changes the format of the display in the File window. This command is identical to the ALT/File display command in the Directory Commands menu.

ALT/Log disk

This command selects a new disk for XTreePro Gold operations and releases all previously-logged disks. This command is the same as the ALT/Log Disk command in the Directory Commands menu.

ALT/Open

The Open command lets you open the current file in its associated application, without first having to start the application. This command is equivalent to the standard Open command, except that XTreePro Gold reduces its size to a mere 7K, freeing up virtually all of system memory for running programs or associated batch files. See "Standard File Commands" earlier in this chapter for more information on the Open command.

ALT/Release disk

This command unlogs a disk, releasing the memory required to hold directory and file information. This command is the same as the ALT/Release disk command available in the Directory Commands menu.

ALT/Sort criteria

This command changes the order in which files are displayed in the File window. By choosing this command, you can toggle the sort order options and select the sort criteria. This command is identical to the ALT/Sort criteria command in the Directory Commands menu.

ALT/Tag

This command tags the matching files that have certain file attribute settings. This command is identical to the ALT/Tag command in the Directory Commands menu, except that the files that are tagged depend upon which File window is active.

Active Window

Small or Expanded

Showall

Global

Files Tagged

Matching files in the current directory

Matching files in all directories on the current drive

Matching files on all logged drives

ALT/Untag

This command removes the tags from the matching files that have certain attribute settings. This command is identical to the ALT/Untag command in the Directory Commands menu, except that the scope of files which are affected by this command is the same as it is for ALT/Tag, depending upon which File window is active.

ALT/eXecute

This command lets you execute DOS commands or programs without leaving XTreePro Gold. This command is equivalent to the ALT/eXecute command in the Directory window.

ALT/Quit

The Quit command exits XTreePro Gold and returns you to the DOS command prompt. Equivalent to the ALT/Quit command in the Directory window, ALT/Quit automatically sets the current directory in DOS to be the same as the current directory setting in XTree Gold.

ALT/Zip

The ALT/Zip command provides a quick exit from XTreePro Gold. Equivalent to the ALT/Zip command in the Directory window, the command saves all the current program data and returns you to DOS. The next time you start XTree Gold, the program restores the displayed information to the state that existed when you chose ALT/Zip, allowing you to continue from that point. However, any changes you made to the directory structure or your files from the DOS prompt will not be displayed until you relog the drive or the altered directory.

ALT/F2 format

The ALT/F2 command lets you format a disk without leaving XTreePro Gold. When you choose the command, XTree Gold lists the drive available and asks you to enter the drive where the disk you want to format resides. Type the drive identifier and press ENTER.

ALT/F3 relog directory

An undisplayed command, ALT/F3 lets you update the information displayed in the File window for the current directory without having to relog the entire disk. The ALT/F3 command is useful for refreshing a file display after you've made changes to the directory with the eXecute or Open commands, or from the Application menu.

If you modified the directory structure (by adding or deleting directories), you should use the Log disk command instead of ALT/F3 to display an accurate tree structure.

ALT/F5 open archive

The ALT/F5 command opens an archive file selected in the File window. When you choose the command, XTreePro Gold displays the contents of the archive file and provides commands for displaying and extracting archived files.

To extract files:

1. Log the disk that contains the archive file from which you want to extract files.

2. Activate any File window and select the archive file. (If necessary, use the Filespec command to display files with the .ARC extension.)
3. Press ALT/F5 (or choose the Open Archive command from the menu of ALT File commands).

XTree Gold modifies the Main Display to provide you with information about the archive file and its contents. If the archive was created with the XTREE archiving method, XTree Gold also displays the original tree structure of the archived files in the Directory window. For example:

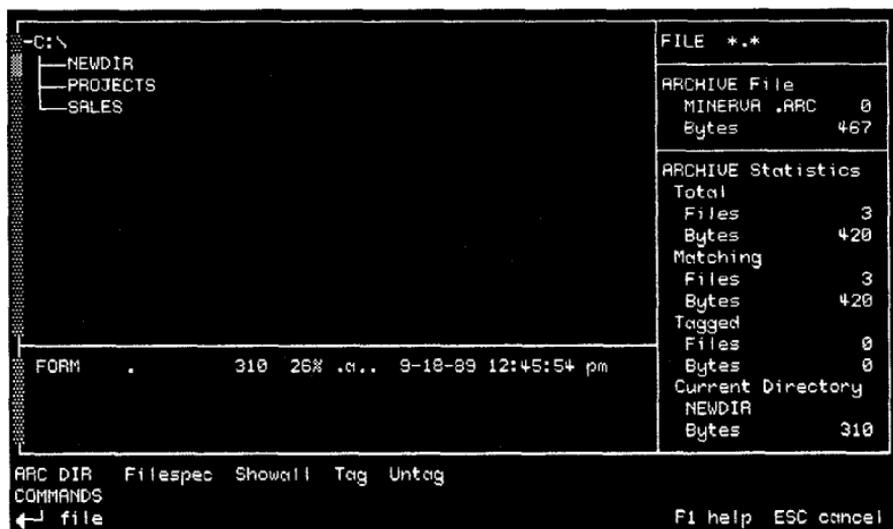


Figure 4-9. Main display for archive file contents

Select a directory to list the archived files in the File window.

If the archive was created with the PKARC method, only the Expanded File window is available for viewing the contents of the archive.

4. In the File window, select the specific file you wish to extract from the archived set and choose the Extract command.

Or

If you want to extract multiple files, tag the files you want to extract and choose the CTRL/Extract command to begin extracting all the tagged files.

(CTRL/Extract only extracts to a single path; use the ALT/Extract command to extract to the original path.)

XTree Gold prompts you for a filename extension for the extracted files.

5. Type a new filename or filename extension and press ENTER, or simply press ENTER to use the original filename or filename extension.

XTree Gold prompts you for a destination path.

6. Type a pathname and press ENTER, or simply press ENTER to save the extracted file or files in the current directory. (You can also choose the F2 Point command to select a destination directory.)

If you are extracting multiple files, XTree Gold repeats the process for each tagged file.

If the archive file was encrypted, XTree Gold also prompts you for a password.

XTree Gold extracts the specified files from the archive file.

7. Press ESC to return to the standard directory and file display.

See the section “Archive Commands” later in this chapter for more information on the commands available for managing archived files.

ALT/F8 untag to continue

The ALT/F8 command lets you untag files that have already been operated on. This command is especially useful for continuing a mass operation on tagged files after the operation has been prematurely terminated. For example, if you chose the ALT/Copy command to copy a large number of files to another drive and the operation was terminated because of insufficient disk space, you could choose ALT/F8 to untag all the files that were successfully copied, then continue the copy operation with the remaining tagged files.

Application Menu Commands

When the Application menu is displayed, XTreePro Gold provides additional commands for editing the list of applications or batch files displayed in the menu. Press F9 (or click the menu command) to display the Application menu. For example:



Figure 4-10. Example Application menu

To change an item in the Application menu, first use the arrow keys to highlight the item (or click the item), then choose the appropriate command from the Command menu.

Note: If you are designing an Application menu for use by others, you can configure XTree Gold so that the Application menu cannot be modified. See Chapter 6 for more information on configuring XTree Gold.

Delete item

The Delete command removes an item from the Application menu. When you choose the Delete command, XTreePro Gold asks you to confirm the command before removing the line.

Edit item

Use the Edit command to add new items to the Application menu or to modify existing menu items. You can create up to 13 items for display in the Application menu. When you choose the command, XTreePro Gold opens the Application menu editor. (See Figure 4-9 below.)

To add an item to the Application menu:

1. Press F9 (or click the menu command) to display the Application menu.
2. Use the arrow keys to select a blank line in the menu and choose the Edit item command.
XTreePro Gold displays the Application menu editor.
3. Type the name of the new menu item. For example:
CHKDSK the current drive
4. Choose the Edit command to select the first line for editing and type a command to associate with the menu item. For example:
C:\DOS\CHKDSK %2
5. Press Enter to save the contents of the line, then press Esc to exit the editor.
XTree Gold will now perform the specified command whenever you select the associated item on the Application menu and press Enter.

Application Menu Editor Commands

When the Application menu editor is displayed, XTreePro Gold provides additional commands for editing the contents of the batch file that runs an application or performs another operation. Generally, you use the arrow keys to select the command line that you want to edit, then choose a command to perform an operation on that line.

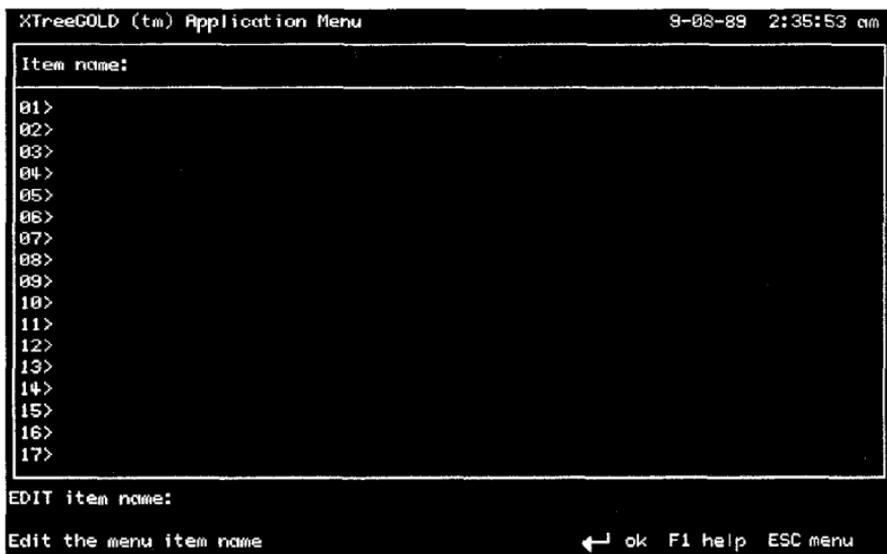


Figure 4-11. Application menu editor

Copy

Use the Copy command to copy the contents of a selected line. Select a line and choose Copy. XTreePro Gold opens a new line beneath the current line and copies the contents of the current line into the new line. Use the Move command to move the new line to another location.

Delete

The Delete command removes the contents of the selected line. When you choose the Delete command, XTreePro Gold asks you to confirm the command before removing the line.

Edit

Use the Edit command to go into an edit mode where you can modify the commands in the batch file. When you choose Edit, XTreePro Gold places the cursor at the end of the currently selected line. Modify the line and press ENTER (or go to another line) to save your changes. Use your cursor keys and the ENTER key to move between the command lines. Choose the Cancel command (or press ESC) to leave the edit mode.

Note: If you are using a mouse, you can also enter the edit mode by double-clicking on the line you want to edit.

Insert

Insert creates an empty line on the currently selected line and pushes down the existing lines beneath it.

Move

This command initiates a two-step operation for moving commands. First select a line and choose the Move command, then select the line where you want to move the command and press ENTER.

edit Name

This command lets you modify the name of the item that you are editing (which is also the name displayed in the Application menu). When you choose the edit Name command, XTreePro Gold displays the current name in the prompt line. Edit the name and press ENTER (or click OK) to accept the new name.

Undo

Use the Undo command to reverse the last editing operation you performed.

Command Line Parameters

When you're entering command lines for an item that will appear in the Application menu, you can use one of the batch-like parameters below to supply the command lines with necessary information. When XTreePro Gold executes a batch command chosen from the Application menu, it automatically fills in the required information specified by the variables.

Parameter

Action

%1	Inserts the current XTree Gold pathname
%2	Inserts the current XTree Gold drive identifier
%3	Inserts the current XTree Gold path
%4	Inserts the current XTree Gold filename
%5	Inserts the current XTree Gold file extension

For example, the command line `COPY %4.%5 %4.BAK` in a batch file would create a command that copies the currently selected file and automatically gives the copy a *.BAK extension. If the file `HOT.TXT` is the currently selected file when you choose the batch file from the Application menu, the following command would result:

COPY HOT.TXT HOT.BAK

In general, menu item command lines follow the same syntax as DOS batch command lines. See your DOS manual for more information on DOS batch commands.

Autoview Commands

When you choose the F7 autoview command, XTreePro Gold displays an Autoview window for browsing files. The window is divided into separate areas for displaying lists of files and the contents of a selected file. For example:

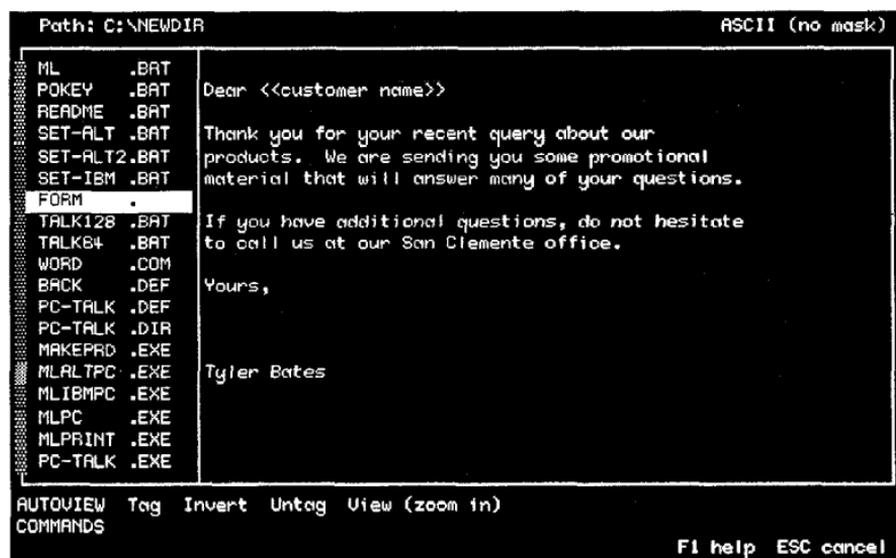


Figure 4-12. The Autoview window

Use the cursor keys or mouse to select files on the left side of the window for viewing. To scroll the contents of a file displayed in the right side of the window, hold down the SHIFT key and press the cursor keys, or click the top or bottom of the contents side. XTree Gold provides a set of Autoview commands at the bottom of the Autoview window:

Note: The SHIFT commands described below are not displayed in the command menu, but are available in the Autoview window when the Shift key is held down.

Tag

The Tag command tags the currently selected file in the Autoview display.

Invert

The Invert command lets you reverse either the file specification or the tag state of the current file. When you choose Invert, XTreePro Gold displays a menu of inversion choices.

Untag

The Untag command removes the tag from a selected file in the Autoview display.

View (zoom in)

The View command displays a selected file in the standard View display. If you invoked View from within Autoview display, you will return to the Autoview display when you leave the View display.

CTRL/Search

The CTRL/Search command works in the same way as the CTRL/Search command in a File window; it searches all tagged files in the Autoview window for a specified text string. When you choose the command, XTreePro Gold prompts you for a search string. Type the string and press ENTER to start the search. XTree Gold highlights each file as it searches for the string and removes the tag from any file that does not contain the string—only those files that contain the specified string remain tagged.

CTRL/Tag all

The Tag command tags all the files listed in the Autoview window.

CTRL/Invert

The CTRL/Invert command lets you reverse either the file specification or the tag state of all files listed in the Autoview window. When you choose CTRL/Invert, XTreePro Gold displays a menu of inversion choices.

CTRL/Untag all

The Untag command removes the tags from any tagged files listed in the Autoview window.

ALT/Tag

Use the ALT/Tag command to tag files listed in the Autoview window according to file attributes. When you choose ALT/Tag, XTree Gold prompts you for the attribute you want to search for in the file listing. (See the description of the Attribute command in the section “Standard File Commands” earlier in this chapter for more information attribute settings.) When you enter the attribute settings, XTree Gold tags all the files that have (or don't have) the specified attribute.

ALT/Untag

Use the ALT/Untag command to remove tags from files listed in the Autoview window according to file attributes. When you choose ALT/Untag, XTree Gold prompts you for the attribute you want to search for in the file listing. (See the description of the Attribute command in the section “Standard File Commands” earlier in this chapter for more information about attribute settings.) When you enter the attribute settings, XTree Gold removes the tags from all the tagged files that have (or don't have) the specified attribute.

SHIFT/ASCII

The ASCII command displays a selected file's contents in a normal character display.

SHIFT/Dump

The Dump command shows all displayable characters in a selected file without line formatting. The file's location is displayed in hexadecimal characters on the left of the display.

SHIFT/Hex

The Hex command displays a file's contents in hexadecimal format where you can view the binary value of each byte in the file.

SHIFT/Mask

The Mask command masks the eighth bit. Some text programs use the eighth (or high) bit of each byte to hold special information. Because of this, the text may be displayed with odd characters and symbols in place of the expected alphanumeric text. The Mask command turns off the high bit for viewing.

SHIFT/Wordwrap

The Wordwrap command displays text from the selected file in an 80-column ASCII display. This viewing mode is particularly useful for viewing files created with a word processor. In Wordwrap view, XTreePro Gold only shows displayable characters and automatically breaks lines of text at spaces between words.

View Commands

When you choose the View command, XTreePro Gold displays a View window and provides a set of View commands that vary depending on the type of file that you selected for viewing.

Standard View Commands

When you select any file other than a spreadsheet or database file for viewing, XTreePro Gold displays the standard View commands. For example:

```

File: C:\NEWDIR\BACK.DEF          ASCII (no mask)
"INITIALIII"
"Baud rate", "1200"
"Parity", "E"
"Data bits", "7"
"Stop bits", "1"
"Echo", "N"
"Messages", "N"
"Strip #1", "0"
"Replace #1", "0"
"Strip #2", "0"
"Replace #2", "0"
"Strip #3", "0"
"Replace #3", "0"
"Pacing p=", ""
"Logged drive", "A:"
"Margin width", "70"
"Screeendump file", "B:SCRNDUMP.PCT"
"Redial delay", "20"
"Connect prompt", "CONNECT"

VIEW      ASCII Dump Formatted Gather Hex Mask Wordwrap
COMMANDS  F2 F3 F4 F5 F6 goto bookmark F9 search F10 search again
          ↑↓ scroll ALT SHFT menus          F1 help ESC cancel

```

Figure 4-13. Standard View window

ASCII

The ASCII command displays the file's contents in a normal character display.

Dump

The Dump command shows all displayable characters in the file without line formatting. The file's location is displayed in hexadecimal characters on the left of the display.

Formatted

The Formatted command displays formatted word processor files, 1-2-3 files, or dBase files.

Note: To find out which word processors are currently supported for formatted viewing by XTreePro Gold, open the README.DOC file provided on the XTree Gold program disk, **Disk 1** (in either disk format).

Gather

The Gather command permits you to mark a block of lines in the displayed file and append that block to an ASCII disk file. (XTreePro Gold creates the file if it

doesn't exist.) You can use either the keyboard or a mouse to mark blocks for gathering.

To gather a block of text:

1. Choose the Gather command.
2. When XTree Gold prompts you to begin marking text, use the cursor keys to move the highlight cursor to the line of text that you want to gather and press ENTER.

Or

Click the first line of text you want to gather with the left mouse button.

XTree Gold highlights the first line of text in the block to be gathered.

3. Use the arrow keys to move the cursor to the last line of text in the block you want to gather and press ENTER.

Or

Hold down the left mouse button, drag across the remaining lines of text you want to mark for gathering and release the mouse button.

XTree Gold highlights the text selected for gathering and prompts you for a filename to save the marked text under.

4. Type a filename and press ENTER to append the block of text to an ASCII file.

Hex

The Hex command displays the file's contents in hexadecimal format where you can view the binary value of each byte in the file. For example:

```

File: C:\NEWDIR\BACK.DEF                                HEX (no mask)
000000  22 49 4E 49 54 49 41 4C 49 49 49 22 0D 0A 22 42 "INITIALIII"jg"B
000010  61 75 64 20 72 61 74 65 22 2C 22 31 32 30 30 22 aud rate", "1200"
000020  0D 0A 22 50 61 72 69 74 79 22 2C 22 45 22 0D 0A jg"Parity", "E"jg
000030  22 44 61 74 61 20 62 69 74 73 22 2C 22 37 22 0D "Data bits", "7"j
000040  0A 22 53 74 6F 70 20 62 69 74 73 22 2C 22 31 22 g"Stop bits", "1"
000050  0D 0A 22 45 63 68 6F 22 2C 22 4E 22 0D 0A 22 4D jg"Echo", "N"jg"M
000060  65 73 73 61 67 65 73 22 2C 22 4E 22 0D 0A 22 53 essages", "N"jg"S
000070  74 72 69 70 20 23 31 22 2C 22 30 22 0D 0A 22 52 trip #1", "0"jg"R
000080  65 70 6C 61 63 65 20 23 31 22 2C 22 30 22 30 22 0D 0A eplace #1", "0"jg
000090  22 53 74 72 69 70 20 23 32 22 2C 22 30 22 30 22 0D 0A "Strip #2", "0"jg
0000A0  22 52 65 70 6C 61 63 65 20 23 32 22 2C 22 30 22 "Replace #2", "0"
0000B0  0D 0A 22 53 74 72 69 70 20 23 33 22 2C 22 30 22 jg"Strip #3", "0"
0000C0  0D 0A 22 52 65 70 6C 61 63 65 20 23 33 22 2C 22 jg"Replace #3",
0000D0  30 22 0D 0A 22 50 61 63 69 6E 67 20 70 30 22 2C 0"jg"Pacing p=",
0000E0  22 22 0D 0A 22 4C 6F 67 67 65 64 20 64 72 69 76 ""jg"Logged driv
0000F0  65 22 2C 22 41 3A 22 0D 0A 22 4D 61 72 67 69 6E e", "A:"jg"Margin
000100  20 77 69 64 74 68 22 2C 22 37 30 22 0D 0A 22 53 width", "70"jg"S
000110  63 72 65 65 6E 64 75 6D 70 20 66 69 6C 65 22 2C creendump file",
000120  22 42 3A 53 43 52 4E 44 55 4D 50 2E 50 43 54 22 "B:SCRNDUMP.PCT"

VIEW      ASCII Dump Edit Formatted Gather Hex Mask Wordwrap
COMMANDS  F2 F3 F4 F5 F6 goto bookmark F9 search F10 search again
          ↑↓ scroll ALT SHFT menus                               F1 help ESC cancel

```

Figure 4-14. Hex View window

You can also edit files in Hex view if the program is configured to support hex editing.

Mask

The Mask command masks the eighth bit. Some text programs use the eighth (or high) bit of each byte to hold special information. Because of this, the text may be displayed with odd characters and symbols in place of the expected alphanumeric text. The Mask command turns off the high bit for viewing.

Wordwrap

The Wordwrap command displays text in an 80-column ASCII display. This viewing mode is particularly useful for viewing files created with a word processor. In Wordwrap view, XTreePro Gold only shows displayable characters and automatically breaks lines of text at spaces between words.

F1 help

The F1 command displays a context-sensitive help screen. See "Using XTreePro Gold HELP" in Chapter 3 for more information.

F9 search

The search command lets you search for character strings within the displayed file. When you choose the search command, XTreePro Gold prompts you for a search string. Type the string and press ENTER. XTreePro Gold highlights the first occurrence of the character string in the file. When searching for strings, XTreePro Gold ignores the case of the characters.

Use an asterisk (*) in your search strings to perform wild card searches for a wider range of text strings. An asterisk specifies that any character (and any number of characters) will be recognized as a match. For example, if you entered the search string *IGHTER, XTree Gold would recognize both LIGHTER and FIGHTER as matches

F10 search again

The search again command searches for the next occurrence of the character string that you specified with the Search command.

ALT/F2-F6 set bookmark

The set bookmark commands set markers at selected locations in the file you are viewing.

F2-F6 go to bookmark

The go to bookmark commands go to the markers you previously set with the Set bookmark commands.

SHIFT/F2-F6 scroll speed

The scroll speed commands set the automatic scrolling speed. F2 is the fastest; F6 is the slowest.

Next tagged file

The Next tagged file command displays the first page of the next tagged file. This command is only available if you entered the View mode with the CTRL/View command.

ESC cancel

This command closes the view of the selected file and returns you to the standard XTreePro Gold display.

View DBF Commands

When you are viewing a file created in dBase (or any other application that saves files in a DBF format), XTreePro Gold displays database records in a view that permits you to easily browse and manage database records. For example:

```
File: C:\REALTY\REALLIST.DBF          Record: 5/34
```

ADDRESS	BEDROOMS	BATHS	LOT_SIZE	AGE	COST
12 Berkley Ave	4	4	.25	44	118
48002 La Brea	4	2	.4	31	38
690 Fairfax Ave	2	2	.6	32.5	38
12903 Olympic Blvd	1	1	.3	42.5	18
14550 Alvarado	1	1	.25	28	18
340 Huntley Dr	1	1	.2	37	35
200 Las Palmas	3	2	.6	26	38
1101 San Vicent	6	5	1.33	40	72
600 Clubhouse	2	2	.3	42.5	22
11 Pomona Dr	2	1	.4	35	32
115 Ironsides	4	2	.6	30	64
2819 Mt. View	3	2	.35	31	45
122 Sunset Blvd	2	2	.75	27	72
8700 Wilshire	3	2	.6	28.5	48
1122 Ave of the Stars	5	3	1	24.5	56
26001 Vine	3	2	.3	33	44
100 Ocean Ave	4	3	2	50	98
26032 Pico Blvd	5	4	1.2	23.5	86

```
VIEW DBF  ASCII  Dump  Gather  Hex  Wordwrap
COMMANDS  F2 go to record  F9 search  F10 search again
↑↓ scroll                                     F1 help  ESC cancel
```

Figure 4-15. DBF View window

Use your arrow keys or mouse to select records in the displayed database file. At the top of the DBF View window, XTree Gold displays the total number of records in the database file and the number of the currently highlighted record. In addition to the standard View commands, XTree Gold provides special commands for viewing and managing database records.

Note: When you choose one of the standard View commands to view the database file in ASCII, Dump, Hex, or Wordwrap formats, choose the Formatted command to return to the DBF view of the file.

Gather

When you are viewing a DBF file, the Gather command permits you to mark a block of database records and append that block of records to an ASCII disk file. (XTreePro Gold creates the file if it doesn't exist.) You can use either the keyboard or a mouse to mark blocks for gathering.

To gather a block of records:

1. Choose the Gather command.
2. When XTree Gold prompts you to begin marking text, use the cursor keys to move the highlight cursor to the first record in the block that you want to gather and press ENTER.

Or

Click the first record you want to gather with the left mouse button.

XTree Gold highlights the first record in the block to be gathered.

3. Use the arrow keys to move the cursor to the last record in the block you want to gather and press ENTER.

Or

Hold down the left mouse button, drag across the remaining records you want to mark for gathering and release the mouse button.

XTree Gold highlights the records selected for gathering and prompts you for a filename to save the marked text under.

4. Type a filename and press ENTER to append the block of cells to an ASCII file.

F2 go to record

The go to record command lets you go directly to a record within the displayed database. When you choose the command, XTreePro Gold prompts you for a record number. Type the record number and press ENTER to highlight the specified record.

F9 search

The search command lets you search for records within the displayed database file. When you choose the command, XTreePro Gold prompts you for a search string. Type the search string and press ENTER. XTreePro Gold highlights the first database record where the character string appears. XTreePro Gold ignores the case of characters in searches.

F10 search again

The search again command searches for the next occurrence of the character string that you specified with the Search command.

ESC cancel

This command closes the view of the selected file and returns you to the standard XTreePro Gold display.

View 1-2-3 Commands

When you are viewing a file created in LOTUS 1-2-3 (or in an application that saves files in a WKS format), XTreePro Gold displays the contents of the spreadsheet file in a view that is similar to that of a spreadsheet application. For example:

File: C:\REALTY\REALTY.WK1
 A3: [W17] *12 Bartholomew Sq

	A	B	C	D	E	F	G	H
1	CURRENT LISTINGS							
2	ADDRESS	BDRMS	BATHS	LOT	HEAT	AGE	COST	ON MARKET
3	12 Bartholomew Sq	5	4	0.25	Gas	48	\$290,000	01-Aug-82
4	46 Prospect Pl	5	2	0.40	Oil	22	\$90,000	28-Apr-83
5	690 Rice Ave	3	2	0.60	Oil	25	\$92,000	04-Oct-84
6	903 Ray Rd	2	1	0.30	Oil	45	\$42,000	14-Oct-84
7	455 Daniels Rd	2	1	0.25	Elec	16	\$47,500	01-Nov-84
8	12 Garden St	2	1	0.20	Elec	34	\$87,500	15-Jan-85
9	203 Somerset Ave	4	2	0.60	Gas	12	\$95,000	01-Feb-85
10	34 Hanley Pl	7	5	1.33	Oil	40	\$180,000	10-Feb-85
11	45 Lynwood Dr	3	2	0.30	Gas	45	\$55,000	10-Mar-85
12	11 Pomona Rd	3	1	0.40	Oil	30	\$80,000	25-Mar-85
13	315 Fremont Ave	5	2	0.60	Elec	20	\$160,000	01-Apr-85
14	19 Auburn St	4	2	0.35	Elec	22	\$112,500	05-Apr-85
15	122 Stuyvesant Rd	3	2	1.25	Elec	14	\$180,000	12-Apr-85
16	87 Newbury St	6	2	0.60	Gas	17	\$120,000	05-May-85
17	1122 Bellevue	6	3	1.00	Gas	9	\$140,000	01-Jun-85

VIEW 123 ASCII Dump Gather Hex Wordwrap
 COMMANDS F2 go to cell F3 search F10 search again
 ↑↓ scroll F1 help ESC cancel

Figure 4-16. 1-2-3 View window

Use your arrow keys or mouse to select cells in the displayed spreadsheet. At the top of the 1-2-3 View window, XTree Gold displays the address of the currently selected spreadsheet cell. In addition to the standard View commands, XTree Gold provides special commands for viewing and managing the contents of the spreadsheet.

Note: When you choose one of the standard View commands to view the spreadsheet file in ASCII, Dump, Hex, or Wordwrap formats, choose the Formatted command to return to the 1-2-3 view of the file.

Gather

In spreadsheet view, the Gather command lets you mark a block of spreadsheet cells and appends that block of cells to an ASCII disk file. (XTreePro Gold creates the file if it doesn't exist.) You can use either the keyboard or a mouse to mark blocks for gathering.

To gather a block of spreadsheet cells:

1. Choose the Gather command.

2. When XTree Gold prompts you to begin marking text, use the cursor keys to move the highlight cursor to the first cell in the block that you want to gather and press ENTER.

Or

Click the first cell you want to gather with the left mouse button.

XTree Gold highlights the first cell in the block to be gathered.

3. Use the arrow keys to move the cursor to the last cell in the block you want to gather and press ENTER.

Or

Hold down the left mouse button, drag across the remaining cells you want to mark for gathering and release the mouse button.

XTree Gold highlights the cells selected for gathering and prompts you for a filename to save the marked text under.

4. Type a filename and press ENTER to save the block of cells to an ASCII file.

F2 go to cell

The go to cell command lets you go directly to a cell within the displayed spreadsheet. When you choose the command, XTreePro Gold prompts you for a row and column identifier. Type the cell address and press ENTER. XTreePro Gold highlights the cell that you specified.

F9 search

The search command lets you search for the contents of cells within the displayed spreadsheet. When you choose the command, XTreePro Gold prompts you for a search string. Type the characters and press ENTER. XTreePro Gold highlights the first cell where the character string appears.

F10 search again

The search again command searches for the next occurrence of the character string that you specified with the search command.

ESC cancel

This command closes the view of the selected file and returns you to the standard XTreePro Gold display.

Archive Commands

When you open an archive file, XTreePro Gold provides additional commands for extracting and managing archived files.

ARC Directory Commands

When you choose the ALT/F5 open archive command, XTreePro Gold displays the ARC Directory commands on the command line. (The ARC Directory commands are only available if the archive file was created with XTREE method.)



```
ARC DIR  Filespec Showall Tag Untag  
COMMANDS
```

Figure 4-17. ARC Directory commands

Filespec

The Filespec command works in a similar fashion to the standard Filespec command; it changes the file specification that XTreePro Gold uses to select archived files for display and operations.

Showall

When you choose Showall, the display changes to the Expanded File window, which lists all the files in the archive file that match the current file specification.

Tag

The Tag command marks (with a diamond symbol) all the archived files in the selected directory that meet the current file specification.

Untag

The Untag command removes the tags from all matching files in the current directory. Only files matching the current file specification are untagged.

ALT ARC Directory Commands

The ALT ARC Directory commands extend the function of your standard ARC directory commands. When the Directory window is active, these commands appear when you hold down the ALT key.



Figure 4-18. ALT ARC Directory commands

ALT/File display

Use the ALT/File display command to change the format that XTreePro Gold uses to display the names of archived files in the File window. In addition to the standard format where XTree Gold lists only the name and extension of each file (and tag markings, if any) in three columns, the File display command provides two additional formats:

- A one-column format which displays the file name, extension, tag markings (if any), size, attributes, percentage of compression, and date and time of creation/last modification
- A two-column format identical to XTree Gold's standard file display format

To change the file display format, choose the ALT/File display command until XTree Gold displays files in the format you want. After you choose a file display format, XTree Gold uses the format until you choose another display format with the File display command.

ALT/Sort criteria

This command changes the order in which files are displayed in the File window. As a default, XTreePro Gold displays files in alphabetical order by name. When you select the Sort criteria command, XTree Gold asks you to select a new sort order for XTree Gold to use in all subsequent File window displays. See your XTreePro Gold Operations Manual for complete descriptions of the sort options.

ARC File Commands

If a File window becomes active while an archive is open, the standard ARC File commands are displayed on the command line.

```
ARC FILE Extract Filespec Tag Untag  
COMMANDS
```

Figure 4-19. ARC File commands

Extract

The Extract command extracts a selected file from the archive file. When you choose Extract, XTreePro Gold prompts you for a filename and destination path for the extracted file. If encryption was specified when the file was archived, you will be prompted for a password.

Filespec

The Filespec command changes the File Specification that XTreePro Gold uses to select archived files for display and operations. This command is equivalent to the Filespec command in the ARC Directory window.

Tag

The Tag command places a tag (a diamond-marker) next to the current file.

Untag

The Untag command removes the tag from the current file, preventing it from being affected by XTreePro Gold's multiple-file archive commands.

CTRL ARC File Commands

The CTRL ARC file commands allow you to perform operations on multiple tagged archived files.

```
CTRL FILE Extract Tag all Untag all  
COMMANDS
```

Figure 4-20. CTRL ARC File commands

CTRL/Extract

The CTRL/Extract command extracts all tagged files from the archive file. When you choose CTRL/Extract, XTreePro Gold prompts you for a filename extension and a destination path for each of the extracted files. If encryption was specified when a file was archived, you will be prompted for a password.

CTRL/Tag all

The CTRL/Tag command places a tag (a diamond-marker) next to each archived file displayed in the File window.

CTRL/Untag all

The CTRL/Untag command removes the tags from all tagged files, preventing them from being affected by XTreePro Gold's multiple-file archive commands.

ALT ARC File Commands

The ALT ARC File commands extend the function of your standard ARC file commands. When the File window is active, these commands appear when you hold down the ALT key.

A screenshot of a menu bar with a black background and white text. The text is arranged in two lines. The first line contains 'ALT FILE Extract File display Sort Criteria'. The second line contains 'COMMANDS'.

Figure 4-21. ALT ARC File commands

ALT/Extract

The ALT/Extract command extracts tagged files to any disk. If the original files were archived with the XTREE archiving method, the command also restores the original directory structure of the source files. When you choose ALT/Extract, XTreePro Gold prompts you for a filename extension and a drive ID. If encryption was specified when the file was archived, you will be prompted for a password.

ALT/File display

Use the ALT/File display command to change the format that XTreePro Gold uses to display the names of archived files in the File window. The command works in an identical fashion to the ALT/File display command for the Directory window.

ALT/Sort criteria

This command changes the order in which archived files are displayed in the File window. By choosing this command, you can toggle the sort order options and select the sort criteria. This command is identical to the ALT/Sort criteria command in the ALT ARC Directory commands menu.



Productivity Techniques

This section provides ideas and suggestions on how to make good use of XTreePro Gold's commands and features. These pointers will increase your efficiency and make you more productive.

Helpful Hints

- Remember command availability:
Directory commands are only available from the Directory window, and file commands are only available from one of the following File windows:

Small File window	Commands affect matching files in the current directory.
Expanded File window	Commands affect matching files in the current directory.
Showall File window	Commands affect matching files in all directories on the current drive.
Global File window	Commands affect matching files on all logged drives.
- Make sure you are logged onto the correct drive before you begin your organizational operations. Check the Disk Specifications box to see the drive ID and Volume Label.

- Check the File Specifications box before you begin any operation. Remember that the File Specification you select determines the matching files that are displayed and acted upon by XTreePro Gold's operations.
- Remember, DOS sets the Archive attribute any time you create or modify a file. One way to find out what you have changed on a disk is to tag all archived files.
- If you want XTree Gold to perform a Verify operation each time it performs a copy, turn Verify on prior to loading XTree Gold. Refer to the DOS manual for more information on the Verify command.
- Backup your files on a regular basis. XTree Gold allows you to sort files to determine which are the most recent and to use attribute settings to determine which have been recently created or modified. This information is especially useful for performing backups.
- Remember that XTree Gold simplifies and extends the functions of DOS, but does not replace it. You still need to reference the DOS manual on occasion.

Planning

An essential element of your work with XTreePro Gold is selectivity. Think through the tasks you want to perform. Will you work on the current disk or will you have to log a new, or previous one? Are you working within a single directory or across the disk? Will you work with an individual file or with a specific group of files?

After you have determined the scope of the task, review the available commands and select the command(s) which will enable you to accomplish your tasks most efficiently. For example, use standard commands for single file operations. Use CTRL or ALT commands for multiple-file operations. Set your filespec first. Then invoke the commands in a strategic order.

Note: You should always be cautious when you delete files. First decide on your criteria for selection. What kind of files can be deleted?

- Backup files, if your program automatically creates them
- Old files, after you have archived them onto floppies

- Old programs you no longer use. Make certain you still have the original programs and they can be installed again.

Disk Organization

It is a good idea to put all your application programs in their own directories. This helps maintain an ordered view of what is on your disk.

Generally, leave XTreePro Gold in a directory to which you'll always have access. You can put it in your root directory or in a directory of its own and enter it as part of the path command in your AUTOEXEC.BAT file. If you put the program in a directory other than XTGOLD, you will need to change the configuration so that XTree Gold can locate the files it needs to operate. See Chapter 6 for more information on configuration settings.

The path command defines where the system looks (in addition to the current directory) for executable programs. In order to make XTree Gold available from any directory, you must include its directory in your path command. It is recommended that you put the XTree Gold subdirectory in the path command in your autoexec.bat file. You can do this with XTree Gold as follows:

Position the directory cursor on the root directory and press ENTER to activate the File window. Find the AUTOEXEC.BAT file in the root directory and highlight it. Choose the Edit command; XTree Gold prompts you with the AUTOEXEC.BAT filename. Press ENTER to edit the file.

In the AUTOEXEC.BAT file, use the cursor keys to scroll to the path command line, if there is one. At the end of the line, type

```
;C:\XTGOLD
```

If there is not already a path command, add one as the first line in the AUTOEXEC.BAT file. For example:

```
PATH= C:\XTGOLD
```

It is generally recommended that you group functionally related programs into a single directory. For example, a word-processing program might contain a word processor, spell-checker, and grammar-checker. These should all be combined into one directory.

However, if you have two word processing programs, each should be in its own directory. This prevents organizational errors and makes it possible to save files with the same names in two separate subdirectories. With XTree Gold, you can view, edit, and manipulate these files without extensive searching.

A Disk Organization Model

The tree structure illustrated below reflects a sample disk organization. Although everyone has a personal working style and collection of software programs, this sample is general enough to suggest ways of structuring directories.

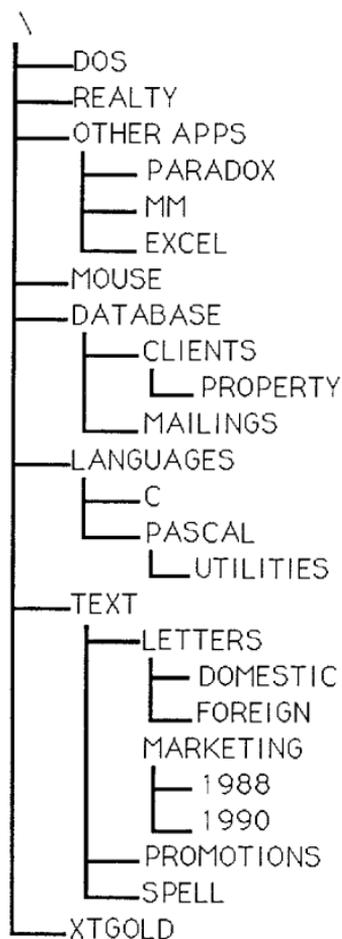


Figure.5-1 A tree model

Backing Up

Backing up your files on a regular basis is that ounce of prevention that may save you hours or days of re-creating lost data should you accidentally overwrite or erase valuable data or develop disk hardware problems. XTreePro Gold provides you with simple, but effective, methods for backing up files. Here are some suggestions:

First Time Backup

Backing up the entire disk with XTreePro Gold is easy. Your only limitation is that you can't backup a file that is too large for a single floppy diskette:

To backup a disk:

1. From the Directory window, choose the Showall command to display the Showall File window.
2. Choose the CTRL/Tag command to tag all the files.
3. Choose the ALT/Copy command to copy all the files to the diskette and preserve the directory structure. If the diskette becomes full, XTreePro Gold prompts you to change disks and resumes the copy operation using the new diskette.

When the operation is complete, it's a good idea to remove the Archive attribute from all the files you have copied. Then in the future, you will be able to see which files have been modified or created since your last backup by observing the Archive attribute.

To remove the Archive attribute from the files you just copied, choose the CTRL/Attribute command (since the files are still tagged) and enter -A at the prompt for the attribute setting.

Subsequent Backups

Once you have backed up your entire disk, subsequent backups can include only those files that have been modified or newly created.

To perform subsequent backups:

1. Choose the Showall command to display the Showall window.

2. Choose the ALT/Tag command and enter +A to tag all files that have the Archive attribute set.
3. Choose the ALT/Copy command to backup the files to diskette.
4. When the backup operation is completed, remember to remove the Archive attribute from the files that were copied.

The ALT/Copy command is very useful for creating backup diskettes. By keeping files in the same sub-directories, entire directories or disks may be easily restored to their original configurations.

Logging a Specific Directory

If you want to run XTreePro Gold and log a directory instead of an entire disk, use the following batch file (written in a text editor, not with one of XTreePro Gold's batch commands):

```
1: ECHO OFF
2: C:\DOS\SUBST X: /D >NUL
3: C:\DOS\SUBST X: %1 >NUL
4: IF ERRORLEVEL 2 GOTO PATH_OK
5: C:\XTGOLD\XTGOLD %1 %2%3%4%5
6: GOTO DONE
7: :PATH_OK
8: C:\XTGOLD\XTGOLD X: %2%3%4%5%6%7%8%9
9: :DONE
```

This batch file works with DOS version 3.1 (and later) and assumes the following conditions:

- The DOS SUBST program is located in the directory C:\DOS
- XTreePro Gold is located in the directory C:\XTGOLD
- LASTDRIVE=Z in your CONFIG.SYS file

After creating the batch file, you can use different parameters with the batch file command to perform a variety of logging operations. The table below illustrates the different logging operations you can perform with the batch file (named X.BAT for these examples).

Batch command	Action
X A:	Logs drive A:
X .	Logs the current directory only
X	Logs the current drive
X \TOOLS	Logs the directory \TOOLS on the current drive
X D:\WORDPROC	Logs the directory \WORDPROC on drive D:

Finding a Specific File

You may want to find a specific file but not remember which directory it is in.

To find a specific file:

1. Choose the Filespec command.
2. At the Filespec prompt, enter the name of the file you are looking for.
3. Choose the Showall command to find the file on the current disk (check the path identification line for its directory location).

Or

Choose the Global command to find the file on any logged disk (check the path identification line for its disk and directory location).

Finding a Specific File among Multiple Diskettes

You can use XTreePro Gold to quickly locate a specific file among multiple diskettes.

To find a specific file among multiple diskettes:

1. Start XTree Gold and set the file specification to name of the file you want to find. For example:

JUN90.WKS

2. Insert diskettes into the A: drive and log each diskette in turn.

When the Statistics box displays "not 0" for the Matching File statistic, you have located the diskette containing the desired file.

If the diskette contains subdirectories, choose the Showall command to view all files on the diskette. Keep an eye on the Matching Files statistics in the Statistics box.

Deleting and Archiving Files

On a regular basis, you may want to delete a number of files to free up more space on a disk. .BAK files created by your word processing program are good candidates for deletion. Worksheets from old spreadsheet projects can be archived onto floppy diskettes.

To delete all .BAK files:

1. Choose the Filespec command and enter the filespec *.BAK.
2. Choose the Showall command to display all .BAK files, regardless of directory. Or, invoke G to display all .BAK files across all logged disks.
3. Choose the CTRL/Tag all command to tag all .BAK files. If you notice the number of tagged bytes, you may be pleasantly surprised at how much disk space you will free up after you have completed the delete operation.
4. Choose the CTRL/Delete command to delete all the tagged files.

To back up your weekly work onto floppy diskettes:

1. Choose the ALT/File display command until the window displays all dates and times.
2. Choose the ALT/Sort criteria command to sort the files. Choose Date to sort by date.
3. From the Directory window, choose the Showall command to display all files, regardless of directory.
Or, Choose the Global command to display all files across all logged disks.

4. Tag all files after a certain date.
5. Choose the CTRL/Copy command to copy the tagged files to a single subdirectory on the floppy drive. XTreePro Gold prompts you for the destination.

Or, choose the ALT/Copy command to duplicate the path structure onto the formatted diskette in the floppy drive. XTreePro Gold prompts you for the destination drive.
6. When one backup diskette is filled with files, XTreePro Gold prompts you to enter another diskette.

Note: XTreePro Gold will not copy a file that is too large to fit on a single diskette.

If your disk is getting full, you can remove duplicate files to free up wasted disk space.

To remove duplicate files:

1. Choose the ALT/Sort command and sort the files by name.
2. Choose the Showall command to display the Showall window. Duplicate files appear consecutively.
3. Choose the ALT/File display command to see the date and determine which file is more recent.

Or, you may view the file contents.

Or, check the path information at the top of the screen to see where files are located and decide which ones to keep.
4. Tag all the files that you want to delete.
5. Choose the CTRL/Delete command to delete all the tagged files.

Memory Management and Logging Multiple Disks

Logging multiple disks provides a good solution for those times when you want to work with more than one disk, switching back and forth to compare and/or

copy files, etc. When you log multiple disks, you can keep the information for all of them in memory. Not only does this save you logging time, it enables you to perform all your tasks across all logged disks with single keystroke operations.

There are two basic logging commands:

Log disk	Physically reads the disk while keeping the information for previously logged disks in memory. At any time, you can maintain a number of disks, depending on your memory-storage capacity.
ALT/Log disk	Physically reads the disk and any other logged disks are released from memory. This command requires less memory than the Log command since only one disk is logged at a time.

When more than one disk is logged, you can use the + and - keys to select another disk with which to work. XTreePro Gold does not read the disk, but rather displays the information for the disk which is already in memory. The + key selects the next drive in sequence and the - key selects the prior drive.

When you choose eXecute, remember that XTree Gold retains the information for all logged disks in memory so you will have less memory available to run programs or issue commands. Plan ahead to make memory available.

Invoke ALT/Release to release one or more disks and free up the memory you need. XTree Gold prompts you for the drive specifier. Your choice should depend on how much memory you need or on what you plan to accomplish when you return to XTree Gold.



CHAPTER 6

Customizing XTreePro Gold

This chapter tells you how to customize XTreePro Gold to fit your special needs and tasks. It provides information on setting XTree Gold configuration options and using the DOS SET command to set the DOS environment.

Configuring XTreePro Gold

XTreePro Gold allows you to modify the default parameters and to configure the display attributes or colors. You can configure XTreePro Gold by running the Configuration program before you start the program, or from within XTree Gold.

To run the Configuration program before starting XTree Gold, type XTG_CFG at the DOS command prompt. To run the Configuration program from within XTree Gold, choose the ALT/F10 config command from the list of Directory commands.

If you start the Configuration program from DOS, you will be modifying the configuration values in the configuration file that XTree Gold uses upon startup. If you start the Configuration program from within XTree Gold, you will be modifying the configuration values currently set for program operation.

When you start the Configuration program, it displays the Main menu.

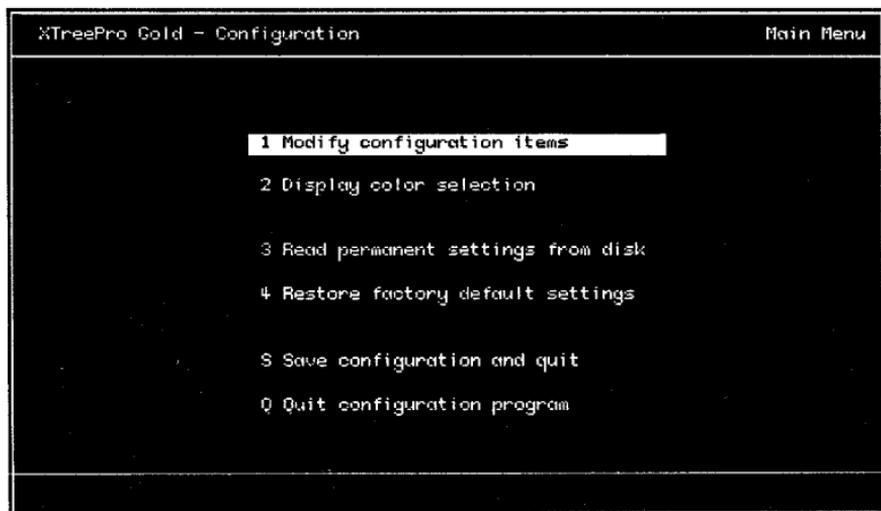


Figure 6-1. Configuration Main menu

The Configuration Main menu provides options for restoring the factory default settings that the program shipped with and saving the configuration to the file that XTree Gold uses upon startup.

Use the Up and Down Arrow keys to scroll the highlight bar through the selections and press ENTER, or press the number key that corresponds to the menu item, or simply click the menu item you want to select. Press ESC (or click the Quit command) to leave the Configuration program.

Modifying XTreePro Gold's Configuration Items

If you select Modify Configuration Items from the Main menu, the Configuration program displays a four-page Configuration menu. Use the Arrow keys to highlight options and press Enter to change the option value. The table below provides brief explanations of each option in the Configuration menu:

Display Options

Display Type	Identify your monitor type; either monochrome or color.
--------------	---

Display is flicker-free	Your graphics card may display "snow" or flickering lines on the screen. If so, choose NO for a clear display.
EGA/VGA	Identify an expanded display mode for your screen. The setting determines the number of lines displayed in the program screens. Choose YES if you have an EGA/VGA system and want more than 25 display lines.

File Window Options

Initial Number of Display Columns	Change the file display default to a one, two or three column format.
Initial Sort Criteria	Change the default sort criteria of the file display. Display files alphabetically by name or extension. Or, choose to display files by date or size. XTreePro Gold also displays files in unsorted order, the actual order in which they are stored on the disk.
Initial Sort Order	Display files in either ascending or descending order.
Filename Separator	Define the filename/extension delimiter as either a period or a space.
Small File Window Access	Choose to bypass the Small File window if you want to move directly from the Directory window to the Expanded File window.

Printer Options

Printer Redirection	When performing a print operation in XTreePro Gold, the output generally goes to the printer. Select Standard Output to redirect the printout to the monitor. Then, to direct the
---------------------	---

standard output to a file, load XTree Gold with the following command:

XTGOLD D: > filename

where d: is an optional drive to log and filename is the name of the file to send the printer output to.

Print Form Length

XTreePro Gold's factory setting is 55 lines, which is standard for an 11-inch form. Backspace over the number displayed, and enter any number up to 65,535 lines or type 0 to print over the perforations. If you set the form length to 1, no form feeds are issued, either within the document, or at the end of it. This feature is useful for printing a series of small text files, such as batch files, which you want to review on the same page.

View File Options

File Type Detection

Sets file type detection to automatic or manual for viewing the contents of files.

File Modification in Hex

Choose whether or not to permit editing of files displayed in hex mode.

Wordwrap Tab Expansion

Choose whether or not to permit tab expansion of files displayed with wordwrap.

Memory Utilization Options

Application Menu Programs

Choose whether or not to use available memory or all memory to run applications started from the Application menu.

Text Editor Choose whether or not to use available memory or all memory to run the user-defined text editor when editing files.

Open File with Mouse Choose whether or not to use available memory or all memory to run applications executed by double-clicking on a file name.

Security Options

System and Hidden File Access Specify whether or not XTreePro Gold displays system and hidden files. If you select YES, XTree Gold will display these files but will not allow them to be modified or deleted. This option cannot be modified when configuring from within XTree Gold. See the section "File Attribute Security" in Chapter 7 for more information.

Allow Modifications to Application Menu Choose whether or not to permit editing of the Application menu. This option is not available when configuring from within XTree Gold.

Miscellaneous Options

XTreePro Gold Path Set the path where XTreePro Gold program files are stored. When you press ENTER to change this item, a prompt line appears at the bottom of the menu, listing the default. Use the backspace key to delete characters and key in the drive and path you want. Press ENTER to invoke the change. This option is not available when configuring from within XTree Gold.

Editor Program	Select the option to enter the path and filename of the word processor you want to use when editing a file from with XTree Gold.
Disk Logging Method	XTreePro Gold's quick logging method doesn't use standard DOS calls as the standard logging method does. Press ENTER to toggle this choice.
Audible Error Indicator	Specify whether or not XTreePro Gold should "beep" to indicate an exception condition during its operations.
Archive Attribute After Copy	Select whether or not to always set the archive attribute or copy the existing attribute when copying a file.
Initial Directory	Choose either the root directory or the DOS directory for initial display in XTreePro Gold.
Directory Highlight Bar	The highlight bar may be fixed in the Directory window so that the tree display scrolls and the bar remains stationary.
Mouse Scroll Bar Display	Select whether or not to display scroll bars for mouse scrolling.
Skip Edit Command Prompt	Select whether or not to display a prompt when choosing the Edit command.
Skip Quit Command Prompt	Select whether or not to request confirmation upon quitting XTreePro Gold.

Configuring XTreePro Gold Color Selections

When you select Display Color Selection from the Main menu, the Configuration program displays small simulation screens where you can experiment with different color combinations. The left side of the simulated display represents XTreePro Gold's Main Display, while the right side represents the appearance of the Global or Showall File window. Press TAB to select the area to which you want to apply your color selections. Choose from the commands displayed on the bottom of the window to select different components of the XTreePro Gold display. After you select a component, use the F5 and F6 function keys to select character colors and the F7 and F8 keys to select background colors. Press ESC to return to the Main menu.

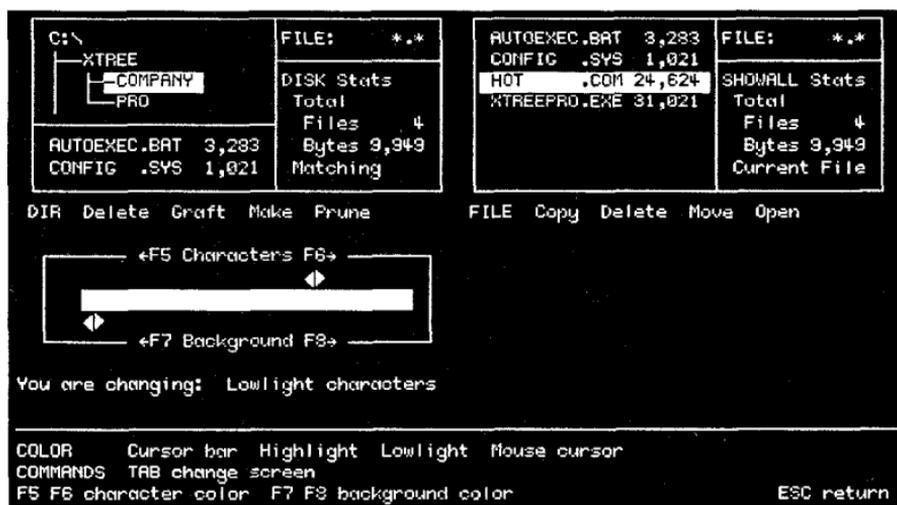


Figure 6-2. Color configuration screen

You can also select one of ten predefined color sets by pressing one of the numeric keys (0-9) at the top of your keyboard. (On a CGA system, you may need to specify a different cursor background color for a predefined color set.)

If you have a monochrome system, you can use the color configuration controls to set up combinations of highlight, lowlight, and reverse video for XTree Gold's displays.

Managing Configuration Files

The Configuration utility's Main menu also provides options for saving your configurations and leaving the utility:

Read Permanent Settings	Displays a dialog box that asks if you want to use the configuration settings currently saved in the configuration file.
Restore Default Settings	Displays a dialog box that asks if you want to use the default configuration settings originally shipped with XTreePro Gold.
Save Configuration & Quit	Displays a dialog box that asks if you want to save the modified configuration settings in the configuration file and quit the Configuration utility.
Quit Configuration Program	Displays a dialog box that asks if you want to quit the Configuration utility and discard any changes you made.

Command Line Configuration Options

As an alternative to modifying default parameters from the Configuration utility, XTreePro Gold allows you to modify configuration items by entering command line options when you start up XTree Gold. Use this method when you want to experiment with a configuration option or when you want to override a configuration default for one-time use only—command line options do not modify the configuration file.

The following criteria pertain to all command line options:

- A command line option begins with a / and is followed by one or more characters.

- Letters may be upper or lowercase.
- Multi-character options may not have any intervening spaces.
- Multiple options may be entered with or without space separators.
- For options which end in + or - (indicating on or off), the + may be omitted to turn the option on.
- All options must follow the disk drive specifier (if one is entered). For example:

XTGOLD C: /LQ /Q- /P70

The command above starts XTree Gold and configures the program for quick logging of disks (/LQ), audible error indication (/Q-), and sets the default printer form length to 70 lines (/P70).

Invalid entries are ignored.

When you enter a command line switch to redirect printer output to standard output, you must include a > to designate the redirection to a filename. For example:

XTGOLD C: /PS >filename

The command above redirects printer output to a file. The filename could identify a file already created or a new one you want to create. If you do not enter a proper command, the printout goes to the screen.

Command Line Option Configuration Item

/43+ and /43-	Expanded display mode. Enter /43+ to turn on EGA/VGA expanded display mode. Enter /43- to turn off EGA/VGA expanded display mode.
/H<path>	XTreePro Gold program directory path. Example: /HC:\XTGOLD\XTP

<code>/U<path></code>	XTreePro Gold data directory path. Specifies a directory for storing data files. Example: <code>/UC:\XTGOLD\DAT</code>
<code>/LQ</code> and <code>/LS</code>	Disk directory logging method. Enter <code>/LQ</code> for quick logging. Enter <code>/LS</code> for standard logging.
<code>/DD</code> and <code>/DC</code>	Display monitor type Enter <code>/DD</code> for RGB/monochrome monitor. Enter <code>/DC</code> for composite monitor.
<code>/DN</code> and <code>/DS</code>	Display snow Enter <code>/DN</code> if your screen display is flicker-free Enter <code>/DS</code> if your screen displays snow
<code>/Q</code> and <code>/Q-</code>	Quiet option - Audible Error Indicator Enter <code>/Q</code> for quiet (disables audible alarms) Enter <code>/Q-</code> to enable alarms.
<code>/T</code> and <code>/T-</code>	Scroll bar option Enter <code>/T</code> to display scroll bars and “thumbs.” Enter <code>/T-</code> to display arrows and lines—this option provides a cleaner display.
<code>/A</code> and <code>/A-</code>	Directory highlight bar option. Enter <code>/A</code> to fix the highlight bar and scroll the directory tree display. Enter <code>/A-</code> to enable highlight bar movement.
<code>/3 /2</code> and <code>/1</code>	File display format. Enter <code>/3 /2</code> or <code>/1</code> to display files in 3, 2, or 1-column format .
<code>/C<character></code>	Filename separator character. Enter a period or a space as a character. If you omit the character, a space is assumed.

<code>/W/WS</code>	Small file window access. Enter <code>/W</code> to bypass the Small File window. Enter <code>/WS</code> to display the Small File window.
<code>/SN /SE /SD/SS /SU</code>	Sort criteria Enter <code>/SN</code> to sort by name. Enter <code>/SE</code> to sort by extension. Enter <code>/SD</code> to sort by date. Enter <code>/SS</code> to sort by size. Enter <code>/SU</code> for an unsorted file display.
<code>/OA /OD</code>	Sort order Enter <code>/OA</code> for ascending order. Enter <code>/OD</code> for descending order.
<code>/PS and /PP</code>	Printer Redirection. Enter <code>/PS</code> for standard output . Enter <code>/PP</code> for printer output. To direct printouts to a file, load XTree Gold by typing XTGOLD d: /PS >filename
<code>/P#</code>	Print form length in lines. Example: <code>/P60</code> Enter <code>/P0</code> to eliminate form feeds.
<code>/R</code>	Make the Root directory the current directory when XTreePro Gold is first loaded.
<code>/Z</code>	Reset all factory defaults except the XTreePro Gold path and color selections.
<code>/XC</code>	In Showall window, skip automatic sort by path that normally occurs during an ALT/Copy operation.

/XM	Display memory usage (above free disk space). Number displayed in the number of blocks available for storing file information.
/XP	Sort files by path (for Showall and Global).
/XQ	No confirmation prompt when quitting.
/XS	Display root of subst drive (necessary if you use SUBST).

Setting the DOS Environment

The DOS environment is a reserved area in computer memory that contains parameter information which you specify with the SET command. After you specify these parameters, they are used by application programs. You should set the DOS environment before running XTreePro Gold.

As an alternative to setting XTree Gold configuration options on the DOS command line, you can use the SET command to define parameters. For example:

```
SET XTGOLD=/1/Q
```

The preceding command tells XTree Gold to display files in a single column format and suppress the beep during exception conditions.

Environment options remain in effect until you enter another SET XTGOLD= command, or until you reboot the system. You can place a series of SET commands in your AUTOEXEC.BAT so that they will be executed upon startup.

Specifying a Text Editor

You can also use the SET command to specify a text editor to be started up in place of 1Word when you open text files from with XTree Gold. Use SET XTEDITOR=*command pathname* to specify the editor. For example:

```
SET XTEDITOR=C:\WORD.COM
```



Technical Notes

This chapter provides technical information about XTreePro Gold.

Statistics

To determine statistical information regarding disk space utilization, remember the following points:

- In the Directory or Showall window, statistics refer to the entire disk.
- In the Small or Expanded File window, statistics refer only to the current directory.
- In the Global File window, statistics refer to all logged disks.
- Matching Files statistics represent those files that match the file specification.
- Tagged Files statistics represent files that are tagged, even those not matching the current file specification. To determine the size of an entire branch of your directory structure, invoke the Tag command in the Directory window for each directory in the branch. (The Tagged Files statistics represent all the files in the directories you tagged.)

Understanding Cluster Size

XTreePro Gold reports the total number of bytes that files occupy and the total number of available bytes. If you add these numbers together, they are different from the total amount of disk space reported by CHKDSK. This is because DOS allocates space in chunks called clusters and the size of these clusters depends on your particular system.

For example, if the cluster size on your system is 2048 bytes, DOS allocates at least 2048 bytes for every file. A file containing only 85 bytes actually uses 2048 bytes of disk space. XTreePro Gold displays the 85 bytes actually used, but considers 2048 bytes when it determines the number of bytes available.

Using the example above, a disk with only 6144 bytes available would have only 4096 bytes available after an 85-byte file is added to it. This is because the 85-byte file actually uses 2048 bytes of disk space ($6144 - 2048 = 4096$).

Look at the Slack Space field in the Extended Statistics window to see the total amount of unusable space that results from DOS allocation methods.

Loading TSR Programs

If you run Terminate-and-Stay Resident (TSR) programs, you should load them directly from DOS before you start up XTreePro Gold. You might even include them in your AUTOEXEC.BAT file to load them automatically upon booting. This is the correct procedure because TSR programs remain resident in memory even when they are terminated, unlike most programs which are removed from memory when you exit them. TSR programs continue to occupy memory that can be used by executable programs and can also fragment memory.

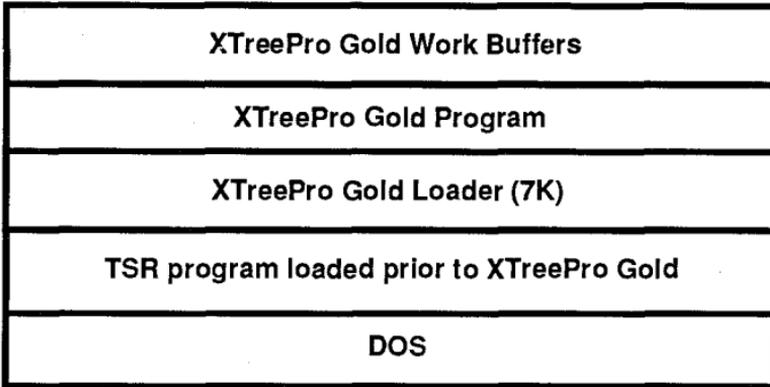
High Memory**Low Memory**

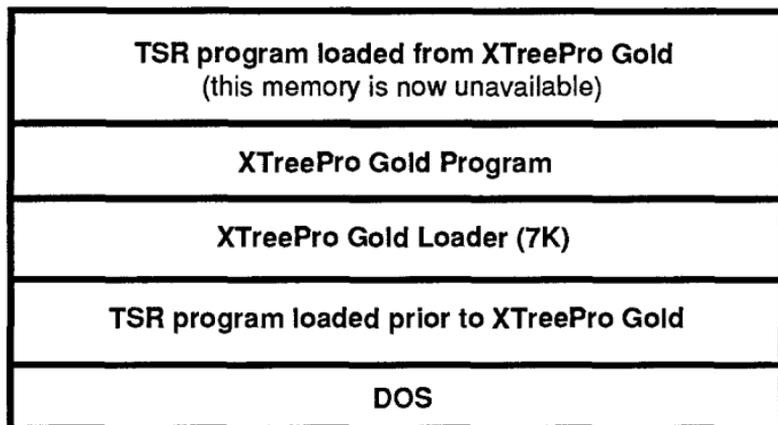
Figure 7-1. Memory with properly loaded TSR

Whenever you execute a program from the Command Shell, XTree Gold releases some of the memory it uses to run the program. When the program is terminated, XTree Gold reinitiates its memory areas.

Loading a TSR from XTree Gold interferes with XTree Gold's memory allocation; the TSR program remains resident in memory and limits the memory available to XTree Gold memory for performing its tasks.

When you return from running a TSR program, one of two situations can occur. The first situation occurs when you run the TSR using the eExecute command, the Open command, or the Application menu where XTree Gold is configured to allow applications to use only available memory. In this case, XTree Gold is inhibited from resuming and memory will look like this:

High Memory



Low Memory

Figure 7-2. Memory with TSR loaded from XTree Gold (Case One)

If you attempt to return to XTree Gold, the following error message appears:

**A Ram resident program has been executed.
XTree Gold cannot continue. Strike any key to exit to DOS.**

After exiting to DOS, XTree Gold is released completely from memory. However, subsequent DOS operation may be limited because the TSR was loaded in the middle of memory, fragmenting memory space.

The second situation occurs when you run a TSR program with the ALT/eXecute command, the ALT/Open command, or from the Application menu when XTree Gold is configured to use all system memory. In this case, memory will look like this:

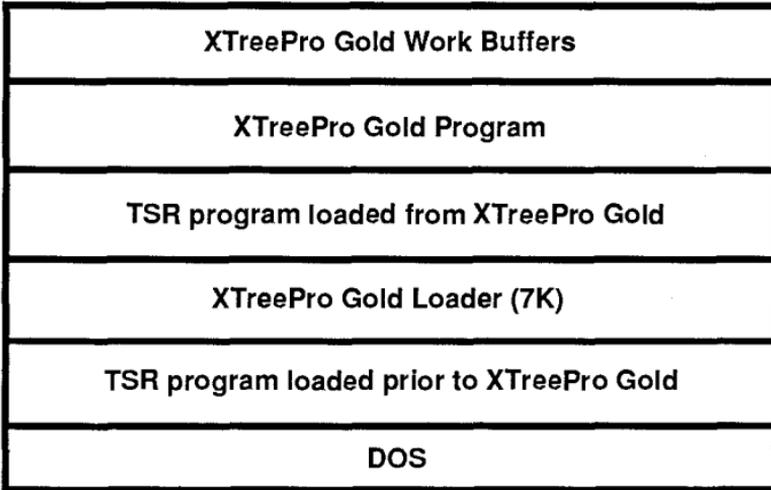
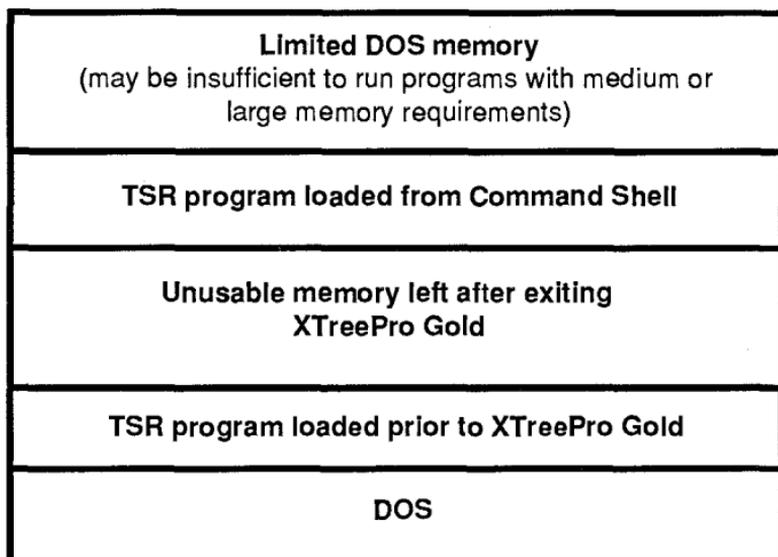
High Memory**Low Memory**

Figure 7-3. Memory with TSR loaded from XTree Gold (Case Two)

In this case, XTree Gold will be able to reinstate its memory and continue operations.

In both of the scenarios described above, you may encounter problems after quitting XTree Gold. This is because memory fragmentation can limit DOS operations. DOS is not designed to operate in this mode and unpredictable system errors may result if you call up a program that requires more memory than is contiguously available.

High Memory



Low Memory

Figure 7-4. Fragmented memory

Rebooting is the only way to completely reallocate memory when you load a TSR from the XTree Gold. The best strategy with TSR programs is to load them before you begin any other work. Include your favorite TSR in your AUTOEXEC.BAT file.

File Attribute Security

Your operating system expects certain files to be in a specific location on a disk; in addition, some application programs use the position of the file on the disk as a key to allow access to the application. These files are protected with the system or hidden attribute. To maintain your system's security, XTreePro Gold does not display System and Hidden files. However, any System or Hidden files created during an XTree Gold session remain visible until the drive they were created on is logged again. You may choose to configure XTree Gold to display system and hidden files.

Read-Only files can't be moved, deleted, or renamed. XTree Gold prompts for confirmation before overwriting a Read-Only file. Hidden and System files cannot be moved, deleted, renamed, or overwritten. If you want to change these files, you must first remove the Read-only, System, and/or Hidden attribute.

Substituted Drives

Substituting drives is a way to segment a drive into other drive designations or substitute a drive for a path. Use the DOS command SUBST, valid in DOS versions 3.1 or greater, to substitute a drive ID. XTreePro Gold recognizes these substitute drives as actual drives and allows you to log them.

The error message, Directory in Use, occurs when you try to rename or delete a subdirectory which is part of a substituted directory. In order to delete or rename this directory, you must remove the definition of the substituted drive.

You cannot rename the Volume for a substituted drive. See the DOS manual for more information on substituted drives.

Joined Drives

If you have joined drives and want XTreePro Gold to recognize the joined drive, you need to select the Standard Logging method. Refer to the Configuration section for more information.

Networking Compatibility

This version of XTreePro Gold is not designed to fully support a network.

Contacting XTREE Company

Should you want to contact XTREE Company for technical support, site licensing or sales information, or to share your ideas for other software programs, refer to the following information:

Mailing Address:	4330 Santa Fe Road San Luis Obispo, CA 93401
FAX Number:	(805) 541-8053
TELEX Number:	910-2503-461
Technical Support:	(805) 541-0604 (800) 551-5353 in California (800) 634-5545 outside of California

Please have your serial number ready when you call for technical support.



Error Messages

This chapter provides descriptions of error messages you may encounter while working with XTreePro Gold.

Disk Errors

Any of the error messages listed below may occur if a disk becomes damaged. Check your disk and your drive and press R to retry. If you are still unsuccessful, press C to cancel. You may have a defective disk.

Bad File Allocation Table

Data CRC Error

Sector Not Found

Seek to Track Failed

Unable to Read Data

Unable to Write Data

Undetermined Error

General Error Messages

The error messages listed below may appear while you are using XTreePro Gold. Refer to this list for brief explanations and suggestions on how to recover from the errors. The messages are listed alphabetically for your convenience:

ALT/Copy must be to another disk

When entering a destination for the ALT/Copy command, you must specify a disk other than the currently logged disk. To copy files to the same disk, use the CTRL/Copy command.

Cannot Copy File into Itself

Make sure the file specification that follows the "as" in the prompt is not *.* , or specify a different destination directory.

Cannot Delete Root Directory

The root directory is a permanent part of every MS-DOS disk and cannot be removed. Directory delete operations can only be performed on subdirectories.

Cannot edit non-text file

You can't use the Edit command to edit a program file.

Cannot Move File to Itself

Make sure the file specification is not a wildcard, or specify a different destination directory.

Cannot Rename File to Itself

Either the filename already exists or the rename file specification is *.* .

Cannot Rename substituted volume

You cannot rename the volume label for a disk that was created with the SUBST command.

Cannot Rename the Root Directory

The root directory is permanently designated by a backslash (\) in MS-DOS and cannot be renamed.

Destination file is System/Hidden

You cannot copy over a System file or a Hidden file. Use one of the Attribute commands to turn the attribute setting off.

Device Not Ready

If the device is a diskette drive, the diskette may not be inserted. Or, the indicated device may not be powered on or may not be on-line. Correct the problem and press R to retry.

Directory in Use

This error occurs whenever a subdirectory under consideration is also contained in a substituted drive path. To delete or rename this directory, you must delete the substituted drive(s) that contain it.

Directory is Full

Occurs only in the root directory when the maximum capacity of directory entries is reached within DOS. Before you can add more, you need to delete some.

Directory Not Empty

You may not delete a directory if it contains files or subdirectories. Delete its files and subdirectories first, and then you can delete the directory. Use the Prune command to completely remove the contents of a directory.

Disk Full

There is no room on the current destination disk for the file being copied. Copy the file or files to another disk, or cancel the operation and delete files from the current destination disk.

Disk Has Been Changed

There are two possible problems. One possibility is that since the drive was last logged, another disk was inserted without a corresponding log operation being performed. Either replace the original floppy disk or log the drive with the new disk. Another possibility is that you performed a DOS operation that changed the disk, either from the Command Shell, the Application menu, or with the Open command. In this case, what XTreePro Gold has logged in memory does not match what is actually on the disk. Log the disk again.

Note: This error does NOT cause loss of data or damage to the disk.

Disk is Write Protected

XTreePro Gold cannot write to the indicated disk. This is probably due to a write-protect tab on the diskette. If you are sure you want to write to the diskette, remove the tab, reinsert the disk, and press R to retry.

File is Read-Only/System/Hidden

Read-Only, System or Hidden files may not be deleted or renamed. Use one of the Attribute commands to turn the attribute setting off.

File Specification Text Maximum

No more than 127 characters may be entered as a file specification list.

Invalid Attribute

You have entered an attribute setting that is invalid. See the discussion of attributes in Chapter 4.

Invalid Directory Name

A directory name may contain no more than eight characters, with a maximum extension of three characters.

Invalid Disk Drive

Your drive specifier must be A...Z and be physically present. Correct the error by entering a valid drive specifier.

Invalid File Specification

Only eight characters are allowed, with a maximum extension of three characters.

Invalid Path Specification

Either the path you have specified does not exist or it is misspelled.

Missing Overlay *xxxxxx.sss*

XTree Gold can't find the overlay file it requires for an operation. Check that the XTreePro Gold path has been set correctly. See Chapter 5 for more information on organizing your disk.

MOVE File MUST Be To the Same Disk

XTreePro Gold moves files only to a directory on the same disk as the original directory. To move files to another disk, tag the files to be moved, use the CTRL/Copy command to copy the files to the destination disk, and then use the CTRL/Delete command to remove the original files.

Name exists

MS-DOS restricts the use of identical names for files, directories, and volume labels. Only files in separate directories may have identical names. Select a unique name.

Name exists as a directory

You cannot specify a filename that already exists as a directory name.

No Tagged Files

The operation you have initiated is only performed on sets of tagged files and none have been tagged.

Operation cancelled

XTreePro Gold could not complete the operation. If this is a log disk operation, you may not have a enough memory for the operation. Release another logged disk and try again.

Out of Memory

During a Copy or a Makedir operation, you attempted to create more files or directories than XTreePro Gold could process. Remove any unwanted files and/or directories; or release an entire disk with the ALT/Release command.

Path Not Found

XTreePro Gold cannot find the path you specified. Check to see if your entry is correct and that you have logged on the disk you want.

Printer Error. Cancel, Retry?

Your printer may be turned off or not selected. Or, you may be out of paper. Check your printer and the paper and retry by pressing R. If you are unsuccessful, your printer may not be working. Press C to cancel the print command.

Read Failure, Close Failure, Write Failure

One of these errors may be displayed if you are using XTreePro Gold under a network. If this is not the case, call Technical Support. Be prepared to give your serial number and system configuration, and to explain the specific operation sequences you performed.

Unable to Create File

Unable to Delete File

Unable to Change Attributes

Unable to Delete Subdirectory

Unable to Make Directory

Unable to Open File

Unable to Read File

Unable to Rename File

These errors are rare. They indicate that XTreePro Gold has encountered a situation of some severity. If the error is not immediately apparent. It could be a Disk Has Been Changed error (see above). If you cannot correct the situation, call Technical support. Be prepared to give your serial number and system configuration, and to explain the specific operation sequences you performed.

Unknown Media Format

This message usually indicates that you have placed an unformatted diskette into the drive or that the hard disk has not been formatted. Press C to cancel, then check the disk. You can use the ALT/F2 format command to format the disk.



Quick Reference

This chapter provides brief descriptions of all the keys and commands available in XTreePro Gold.

Moving Around the Windows

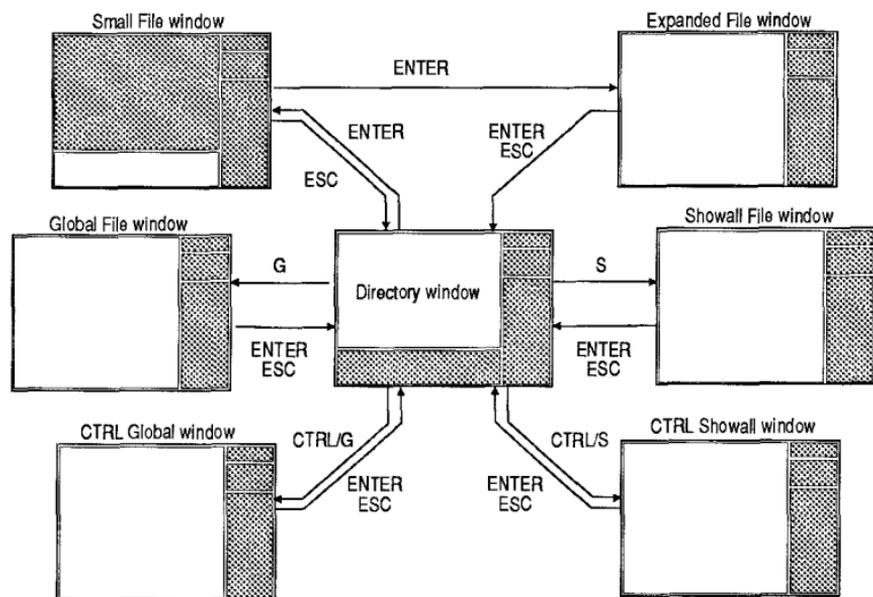


Figure A-1. Moving around the Windows

Cursor Controls

Pressing the cursor (arrow) keys moves you from item to item within a window:

Page Down	Moves the cursor down to the last item in a window display. Subsequent use of Page Down scrolls the display to show the next section of elements.
Page Up	Moves the cursor up to the first element in a window display. Subsequent use of Page Up scrolls the display to show the previous section of elements.
Home	Moves the cursor directly to the first item of the entire list.
End	Moves the cursor directly to the last item of the entire list.
Space Bar	Acts like a Down Arrow when scrolling within a window.

Additional Cursor Controls in the Directory Window

Up Arrow	Scrolls sequentially up the directory list tree display.
Down Arrow	Scrolls sequentially down the directory list tree display.
Right Arrow	Moves the cursor down the current path to the last subdirectory.
Left Arrow	Moves the cursor to the parent of the current directory.
TAB	Moves the cursor down to the next directory on the same level as the current directory, within the same branch. (This key performs a different operation in a split window display.)

SHIFT TAB

Moves the cursor up to the next directory on the same level as the current directory, within the same branch.

Additional Cursor Controls In A Split Display

TAB

Activates one side or another in the split display.

Additional Cursor Controls In File Windows

Right Arrow

Moves the cursor one column to the right.

Left Arrow

Moves the cursor one column to the left.

Disk Selection Keys

+

In Directory windows, press + on the standard keyboard or the keypad to select the next drive in the sequence of previously logged drives.

In Directory windows, press - on the standard keyboard or the keypad to select the prior drive in the sequence of previously logged drives.

Function Key and Control Key Commands

F1 help

Opens a context-sensitive help window

F2 point

Displays the Destination Directory Window and prompts you for the destination path. F2 is available only from a Copy, Move, or Graft operation.

F4	Cycles the Command menu through the standard, CTRL, and ALT command menus.
F5	Collapses or expands directory tree levels to show or hide sibling subdirectories from the current directory level. A "+" in the margin of the Directory window indicates a collapsed directory.
F6	Collapses or expands the current directory tree level to show or hide all subdirectories beneath it. A "+" in the margin of the Directory window indicates a collapsed directory.
F7 autoview	Displays the Autoview window where you can browse the contents of files in the current directory.
F8 split	Splits the display into two separate areas.
F9 menu	Displays the Application menu where you can start applications and perform other batch operations.
F10 commands	Displays the Quick Reference window of XTreePro Gold commands.
? stats	Displays the the Extended File Statistics window containing detailed disk and file statistics.
ESC	Cancels an operation in progress.

Destination Directory Window Keys

Cursor keys	Select a path.
+ or -	Selects a different disk that has been previously logged (Copy operations ONLY).
Log	Logs a new disk (Copy operations ONLY).
ENTER	selects a destination path and feeds it to the destination prompt.

ESC returns to the destination prompt without feeding a directory path.

Keys for Editing Input Lines

Home	Moves the cursor to the beginning of the line.
End	Moves the cursor to the end of the line.
Left Arrow	Moves the cursor 1 position to the left.
Right Arrow	Moves the cursor 1 position to the right.
Backspace	Deletes 1 character to the left of the cursor.
Delete	Deletes the character under the cursor.
Insert	Toggles Insert on and off.
CTRL/Backspace	Erases the entire line and moves the cursor to the first position.
Up Arrow	Opens a History window that displays the 15 most recent entries for the displayed prompt.

Directory Window Commands

The table below lists the full range of Directory Window commands. Brief descriptions of each follow:

Standard	CTRL	ALT
Available		
Delete		Edit
Filespec		ALT/File display
Global	CTRL/Global	ALT/Graft
		ALT/Hide
Invert	CTRL/Invert all	

Log disk	CTRL/Log disk	ALT/Log disk
Makedir		
Print		ALT/Prune
Rename		ALT/Release disk
Showall	CTRL/Showall tagged files	ALT/Sort criteria
Tag	CTRL/Tag all	ALT/Tag
Untag	CTRL/Untag all	ALT/Untag
Volume		ALT/Wash disk
eXecute		ALT/eXecute
Quit		ALT/Quit
		ALT/Zip
		ALT/F2 format
		ALT/F3 relog directory
		ALT/F9 display mode
		ALT/F10 config

Standard Directory Commands

Available	Displays the amount of unused space on a disk.
Delete	Deletes the current directory.
Edit	Lets you specify a file for editing.
Filespec	Changes the File Specification.
Global	Displays all matching files across all logged disks.
Invert	Reverses either the current file specification or the tag status of all files in the current directory.
Log disk	Logs a new disk and retains the current disk in memory.

Makedir	Adds a new directory to the current disk.
Print	Prints directory information on your printer.
Rename	Changes the name of the current directory.
Showall	Displays all matching files on the current disk.
Tag	Marks with a diamond all files in the current directory that match the file specification.
Untag	Removes the tags from all matching files in the current directory.
Volume	Changes the volume label name of the current disk.
eXecute	Displays the Command Shell, where you can execute programs and DOS commands from within XTreePro Gold while retaining all disk information in memory.
Quit	Exits XTree Gold and returns to the MS-DOS command prompt.

CTRL Directory Commands

CTRL/Global	Displays all tagged matching files across all drives.
CTRL/Invert all	Reverses either the current file specification or the tag status of all files on the current disk.
CTRL/Log disk	Switches to a currently logged disk; if specified disk is not logged, the command logs the new disk while retaining other logged disks in memory.
CTRL/Showall tagged files	Displays all tagged files on the current disk that match the file specification.
CTRL/Tag all	Tags all matching files on the current disk.
CTRL/Untag all	Removes the tags from all matching files on the current disk.

ALT Directory Commands

ALT/File display	Changes the format of the file display.
-------------------------	---

ALT/Graft	Moves an entire subdirectory to another parent directory.
ALT/Hide	Conceals any directory other than the root directory from view in a standard DOS display.
ALT/Log disk	Logs a new disk for further operations. Releases all currently logged disks from memory.
ALT/Prune	Deletes the entire contents of a selected directory.
ALT/Release disk	Releases a logged disk from memory.
ALT/Sort criteria	Changes the order of the file display in the File Window.
ALT/Tag	Tags all matching files on the current disk with certain attribute settings.
ALT/Untag	Removes the tag from all matching files on the disk that have certain attribute settings.
ALT/Wash disk	Clears the current disk of all unallocated areas.
ALT/eXecute	Opens the Command Shell where you can run programs and execute DOS commands without leaving XTreePro Gold.
ALT/Quit	Exits XTree Gold, returns you to the DOS prompt, and automatically sets the current directory in DOS to be the same as the current directory setting in XTree Gold.
ALT/Zip	Saves all program data and immediately exits to DOS.
ALT/F2 format	Formats a new disk.
ALT/F3 relog directory	Relogs the current directory.
ALT/F9 display mode	Toggles the display mode between the standard 25-line display and the EGA/VGA expanded display mode.
ALT/F10 config	Starts the Configuration utility program.

File Window Commands

The chart below lists the complete family of File Window commands. Brief definitions of each follow:

Standard	CTRL	ALT
Attributes	CTRL/Attributes CTRL/Batch	
Copy	CTRL/Copy	ALT/Copy
Delete	CTRL/Delete	
Edit		
Filespec		ALT/File display
Invert	CTRL/Invert all	
Log Disk	CTRL/Log disk	ALT/Log disk
Move	CTRL/Move	
New date	CTRL/New date	
Open		
Print	CTRL/Print	
Rename	CTRL/Rename CTRL.Search	ALT/Release disk ALT/Sort criteria
Tag	CTRL/Tag all	ALT/Tag
Untag	CTRL/Untag all	ALT/Untag
View	CTRL/View	
eXecute		ALT/eXecute
Quit		ALT/Quit ALT/Zip
	CTRL/F6	ALT/F2 format ALT/F3 relog directory
	CTRL/F5 archive files	ALT/F5 open archive ALT/F8 untag to continue

Standard File Commands

Attributes	Shows the time, date, and attributes for the current file and allows the attributes to be changed.
Copy	Copies the current file to another disk and/or directory.
Delete	Removes the current file from the disk.
Edit	Lets you create and edit text files from within XTreePro Gold.
Filespec	Changes the file specification.
Invert	Reverses either the current file specification or the tag status of the current file.
Log Disk	Switches to a previously logged drive, keeping the current disk information in memory.
Move	Moves the current file to another directory on the same disk.
New date	Stamps a new date and time on the currently selected file.
Open	Opens the currently selected file in its associated application.
Print	Prints the contents of the current file.
Rename	Changes the name of the current file.
Tag	Marks the current file with a diamond.
Untag	Removes the tag from the current file.
View	Displays the contents of the current file on the screen.
eXecute	Takes you to the Command Shell, where you can execute DOS commands or programs without leaving XTree Gold, still keeping XTree Gold in memory.
Quit	Exits XTree Gold and returns the cursor to the DOS prompt.

CTRL File Commands

CTRL/Attributes	Lets you set or clear the attributes on the tagged files.
CTRL/Batch	Creates a batch file containing a command line for each tagged file.
CTRL/Copy	Copies the tagged files to another disk and/or directory.
CTRL/Delete	Deletes the tagged files from the disk.
CTRL/Invert all	Reverses either the current file specification or the tag status of all files in the current directory.
CTRL/Log disk	Switches to a currently logged disk; if specified disk is not logged, the command logs the new disk while retaining other logged disks in memory.
CTRL/Move	Moves the tagged files to another directory on the same disk.
CTRL/New date	Stamps a new date and time on tagged files.
CTRL/Print	Prints the contents of the tagged files.
CTRL/Rename	Changes the names of all tagged files.
CTRL/Search	Searches all tagged files for a specified string of text.
CTRL/Tag all	Places tags on all matching files in the directory.
CTRL/Untag all	Removes tags from all matching files in the directory.
CTRL/View	Displays the contents of tagged files.
CTRL/F5 archive files	Archives files tagged in the File window.
CTRL/F6 merge tags	Merges tags between File windows in a split display.

ALT File Commands

ALT/Copy	Copies the tagged files to another disk, duplicating the directory structure of the source disk.
ALT/File display	Changes the format of the display in the File Window.
ALT/Log disk	Logs a new disk for XTreePro Gold operations and releases previously-logged disks.
ALT/Open	Opens tagged files in their associated applications.
ALT/Release disk	Unlogs a disk, releasing memory required for directory and file information.
ALT/Sort criteria	Changes the order in which files are displayed in the File Window.
ALT/Tag	Tags matching files that have certain attribute settings.
ALT/Untag	Removes the tag from the matching files that have certain attribute settings.
ALT/eXecute	Provides a way to execute DOS commands or programs without leaving XTree Gold and keeps XTree Gold in memory.
ALT/Quit	Exits XTree Gold and places the cursor at the DOS prompt.
ALT/Zip	Saves all program data and immediately exits to DOS.
ALT/F2 format	Formats a new disk.
ALT/F3 relog directory	Relogs the current directory.
ALT/F5 open archive	Opens a selected archive file.
ALT/F8 untag to continue	Untags all tagged files that have been operated on.

Application Menu Commands

Delete item	Removes a selected item from the Application menu.
Edit item	Opens the Application menu editor; use the editor to add a new item to the Application menu or modify an existing menu item.

Application Menu Editor Commands

Copy	Copy the contents of a selected line to a new line.
Delete	Removes the contents of a selected line.
Edit	Allows you to edit the contents of a selected line.
Insert	Creates an empty line on the currently selected line.
Move	Allows you to move a line in the batch file to a new location.
edit Name	Lets you modify the name of the batch file you are editing.
Undo	Reverses the last editing operation you performed.

Autoview Commands

Tag	Tags the currently selected file in the Autoview display.
Invert	Inverts the tag status of a selected file.
Untag	Removes the tag from a selected file in the Autoview display.
View (zoom in)	Displays a selected file in the standard View display.
CTRL/Search	Searches all tagged files in the Autoview window for a specified text string.

CTRL/Tag all	The Tag command tags all the files listed in the Autoview window.
CTRL/Invert	Reverses either the current file specification or the tag status of all files listed in the Autoview window.
CTRL/Untag all	Removes the tags from any tagged files listed in the Autoview window.
ALT/Tag	Tag files listed in the Autoview window according to file attributes. (See the description of the Attribute command in the section "Standard File Commands" earlier in this chapter for more information attribute settings.)
ALT/Untag	Remove tags from files listed in the Autoview window according to file attributes. (See the description of the Attribute command in the section "Standard File Commands" earlier in this chapter for more information attribute settings.)

View Commands

Standard View Commands

ASCII	Displays the file's contents in a normal character display.
Dump	Shows all displayable characters in the file without line formatting.
Formatted	Displays formatted word processor files or returns to DBF View or 1-2-3 View.
Gather	Saves a block of text in the displayed file to an ASCII disk file.
Hex	Displays the file's contents in hexadecimal format.

Mask	Masks the eighth bit; removing it from the file view.
Wordwrap	Displays text in an 80-column ASCII display. This viewing mode is particularly useful for viewing files created with a word processor.
F1	Displays a context-sensitive help screen. See "Using XTreePro Gold HELP" in Chapter 3 for more information.
F9 search	Search for character strings within the displayed file.
F10 search again	Searches for the next occurrence of the character string that you specified with the search command.
ALT/F2-F6 set bookmark	Set markers at selected locations in the file you are viewing.
F2-F6 go to bookmark	Go to the markers you specified with the Set bookmark commands.
SHIFT/F2-F6 scroll speed	Set the automatic scrolling speed. F2 is the fastest; F6 is the slowest.
Next tagged file	Displays the next tagged file. This command is only available if you entered the View mode with the CTRL/View command.
ESC cancel	Closes the view of the selected file and returns you to the standard XTreePro Gold display.

View DBF Commands

Gather	Saves a block of records to an ASCII disk file.
F2 go to record	Goes to a record that you specify by entering a record number.
F9 search	Searches for text within records in the displayed database file.
F10 search again	Searches for next occurrence of record text that you specified with the search command.

ESC cancel Closes the view of the selected file and returns you to the standard XTreePro Gold display.

View 123 Commands

Gather Saves a block of cells to an ASCII disk file.

F2 go to record Goes to a cell that you specify by entering a cell address.

F9 search Searches for cells according to their contents.

F10 search again Searches for next cell that contains the character string specified with the search command.

ESC cancel Closes the view of the selected file and returns you to the standard XTreePro Gold display.

Archive Commands

ARC Directory Commands

Filespec Changes the file specification for displaying archived files.

Showall Changes the display to the Expanded File window.

Tag Marks all the archived files in the selected directory that meet the current file specification.

Untag Removes the tags from all matching files in the current directory.

ALT ARC Directory Commands

ALT/File display Changes the format of the display in the File window.

ALT/Sort criteria Changes the order of the file display in the File window.

ARC File Commands

Extract	Extracts a selected file from the archive file.
Filespec	Changes the file specification.
Tag	Marks the current file with a diamond.
Untag	Removes the tag from the current file.

CTRL ARC File Commands

CTRL/Extract	Extracts all tagged files from the archive file.
CTRL/Tag all	Places tags on all matching files in the directory.
CTRL/Untag all	Removes tags from all matching files in the directory.

ALT ARC File Commands

ALT/Extract	Extracts tagged files to another disk.
ALT/File display	Changes the format of the display in the File window.
ALT/Sort criteria	Changes the order of the file display in the File window.



A P P E N D I X B

Filename Extensions

The table below lists commonly-used filename extensions and their meanings. Use these extensions in your filenames to organize your files in a consistent manner.

Filename Extension	Meaning
ARC	Compressed file, from ARC program
ASM	Assembly source
BAK	Text file backup copy
BAS	BASIC source code
BAT	Batch processing files
BIN	Binary file
BLD	BLOAD format for BASIC
C	C source file
CAL	Spread sheet calculation file
COB	COBOL source code
COD	Object code listing, from compilers
COM	Executable programs, in memory-image format
DAT	Data files, in general
DBF	Data base file, from dBASE
DIF	Data interchange files, as from VisiCalc
DOC	Document files, for word processors

Appendix B. Filename Extensions

EXE	Executable programs, in relocation format
FMT	Word processor format specifications
FOR	FORTRAN source code
H	Include file for some programming languages
LIB	Library routines, for compilers
LST	Printable listing files, in general
MAP	Program maps, from a program linker
ME	Common extension for read.me files
OBJ	program object code, from compilers
PAS	PASCAL source file
PRG	Program file, from dBASE III and III+
TMP	Temporary work file
TXT	Text files, for word processors
VC	Spreadsheet data, from VisiCalc
WKS	Spreadsheet data, from 1-2-3
\$\$\$	Temporary work file

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