

PowerEDIT for PowerBBS

[Introduction](#)

[Installation](#)

[Preferences](#)

[Menu Commands](#)

[Screen Layout](#)

Step-By-Step Instructions

[Alphabetic Listing](#)

Introduction

Thank you for purchasing PowerEDIT either through the author or as included in your PowerBBS "Pro" Package (If purchased after 2-01-94).

Basically what we have here is a full featured Windows message base editor for PowerBBS. It allows you the "Sysop" to read and reply to messages left on your BBS as well as a "few" other things.

Some of the most popular features are:

- o Read, Reply, Write, and print messages
- o Delete and Pack messages
- o Allow the "Sysop" Specified Groups for easy message handling
- o Form Messages
- o Personalized Signatures for sprucing up those messages
- o Personal folders for message archiving.
- o File Attachments to messages
- o And an easy to use Windows Interface

Again Thank you for Purchasing PowerEDIT for PowerBBS

Installation

Installation is handled in two different ways, depending on how you got your version of PowerEDIT.

1. Most likely you will have gotten it with the PowerBBS package and it was installed for you. If not please see step 2.
2. If you downloaded it from the Support BBS or the Authors BBS or any of the other BBS's then what you need to do is:
 - a. Create a directory (normally it should be **C:\PowrEdit** or whatever you'd like.)
 - b. Unzip the archive you downloaded into the directory created in 2a.
 - c. Start up Windows and bring your PowerBBS Group into focus.
 - d. Select File|New|Program Item and enter **C:\PowrEdit\PowrEdit.exe** in the command line and press OK.
 - e. Now you will have an Icon in your group. Double Click and Away you go!!

Preferences

This is where you will set up the basic information and personalized settings that you would like PowerEDIT to use while you are reading or writing messages. Play around a little with the settings until you get the setting most comfortable for you.

- Sysop Name** Enter your name just as it appears on the front of your PowerBBS Manual or the registration you sent in.
- BBS Name** Enter the name of your BBS here
- Registration Number** Enter your **PowerEDIT** registration number.
- Path to your PowerBBS data file** Enter the path and file name of the PowerBBS data file that you use for your BBS. (i.e. the PowrBBS.Dat file)
- Sysop Name Format** Check **Name** if you would like your name to be used in replies. (Internet messages always get your name)
- or-
- Check **Sysop** if you would like "Sysop" as the name used in replies
- Start Reading** Check **Beginning Message** if you would like PowerEDIT to start reading the different message bases from the first message available.
- or-
- Check **Last Read Pointer** if you would like PowerEDIT to start reading where you last left off at.
- Quoting Options** You have three choices here Quote with initials, Quote without Initials or no quoting indication. Choose the one you prefer.
- Reply Options** Check **Re: Subject** if you would like the subject of the message you are replying to in the subject of the new message.
- or-
- Check **none** if you would like to supply the subject in Replies.
- Show Deleted messages** Check if you would like messages that have

been deleted to show up when reading messages.

Update last message read

Check if you would like your last message read pointer to be updated while reading messages with PowerEDIT.

Random taglines

Check if you would like the tagline at the bottom to be randomly selected from the tagline file.

Remove Internet headers

Check if you would like the Internet headers not to be displayed during reading of Internet message bases.

Tagline for messages

Choose the default tagline to be used if you did not want random taglines to be generated.

Step-By-Step Instructions

-A-

[Adding Form Messages](#)

[Adding Groups](#)

[Adding Taglines](#)

-C-

[Clearing Text](#)

[Coping a Message](#)

[Copying Text](#)

[Creating Groups](#)

[Cutting Text](#)

-D-

[Deleting Form Messages](#)

[Deleting Groups](#)

[Deleting Taglines](#)

-E-

[Editing the Message Header](#)

[Enclosing a File](#)

[Exit PowerEDIT](#)

-F-

[First Forum](#)

[First Message](#)

[Folder Management](#)

[Form Messages](#)

-G-

[Groups](#)

-I-

[Inserting a Signature](#)

[Inserting the color Macro](#)

-L-

[Last Forum](#)

[Last Message](#)

-M-

[Menu Commands](#)

[Modifying Signatures](#)

[Modifying Taglines](#)

[Moving a Message](#)

-N-

[New Messages](#)

[Next Forum](#)

[Next Message](#)

-P-

[Packing the Message Base](#)

[Pasting Text](#)

[Preferences](#)

[Previous Forum](#)

[Previous Message](#)

[Print Messages](#)

-S-

[Scan Messages](#)

[Search Messages](#)

[Signature](#)

[Stealing Taglines](#)

-T-

[Taglines](#)

-U-

[Undo Text](#)

[Using Form Messages](#)

[Using Groups](#)

-Y-

[Your Messages](#)

Menu Commands

Options

[Preferences](#)
[Print](#)
[Exit](#)

Edit

[Undo](#)
[Cut](#)
[Copy](#)
[Paste](#)
[Clear](#)

Forum

[Next](#)
[Previous](#)
[First Forum](#)
[Last Forum](#)

Message

[Yours](#)
[New](#)
[Next](#)
[Previous](#)
[First](#)
[Last](#)
[Scan](#)
[Search](#)

Tools

[Taglines](#)
[Signature](#)
[Form Messages](#)
[Groups](#)
[Folder Management](#)

Utilities

[Edit Header](#)
[Move Message](#)
[Copy Message](#)
[Pack Messages](#)

Printing from PowerEDIT

Choose the **Print Button** or the Print option from the option's menu Item (Alt. O, P)

You will be able to print the current message to the default or current printer setup for windows. (To change the printer see your windows documentation)

Exiting from PowerEDIT

Choose the Exit Option from the menu or double click in the box in the upper left hand corner.

Undo Command

This command will undo the last editing command that you did on your message depending on what you did. Most of the time you would use it to undo a cut command or a deletion of text that you just did.

Cut Command

Use this command to remove selected text from your message to the clipboard. This command is unavailable if you have not selected any text.

Cutting text will replace what is stored in the clipboard.

Copy Command

Use this command to copy selected text onto the clipboard. This command is unavailable if you have not selected any text.

Copying text will replace what is stored in the clipboard.

Paste Command

Use this command to paste text that is stored in the clipboard into your message.


*Note: Graphics cannot and should not be pasted in your message As the PowerBBS message structure does not permit it.

Clear Command

Use this command to delete selected text and not copy it to the clipboard. This has the same effect as selecting text and pressing the delete key.

Forum Next Command

Use this command to advance PowerEDIT to the next forum. You will get a warning beep if you try to go past the last forum

You can also use the speed button  to do the same thing.

You can also use the drop down list box (the one to the right) to change forums also.

Forum Previous Command

Use this command to advance PowerEDIT to the Previous forum. You will get a warning beep if you try to go past the first forum

You can also use the speed button  to do the same thing.

You can also use the drop down list box (the one to the right) to change forums also.

Forum Last Command

Use this command to advance to the last forum you defined for PowerBBS.

Forum First Command

Use this command to go to the first forum you defined for PowerBBS.

Yours Command

Use this command to select only the messages that you either sent or that were sent to you. This includes messages to "Sysop"

You can combine this with the New Command to show only New & Your Messages.

New Command

Use this command to have PowerEDIT select only the "New" messages. (The ones that have been entered since your last time on)

You can combine this with the [Yours Command](#) to show only New & Your Messages.

Next Message

This command will select the next message available for viewing.

You can use the Speed Button  to do the same thing.

Previous Message

This command will go to the Previous available messages.

You can use the Speed Button  to do the same thing.

First Message

This command will select for viewing the first available message in the current forum.

Last Message

This command will select for viewing the last available message in the current forum

Scan Messages

This will give you a brief look at what messages are available for viewing. It shows you the Message Number, From, To, and subject lines. You can **Double click** on any line to bring that message into PowerEDIT for further reading or whatever.

You can size the list anyway you'd like and PowerEDIT will remember the last size it was and restores to it on your next use.

To close the window just **Double Click** in the upper left hand corner of the window.

Search Messages

The search message command will allow you to search the current forum for a given string, and provide you with a list of the messages that match.

It is very useful for searching large message bases for specific strings contained in messages.

To view with PowerEDIT just **Double Click** on any of the entries(if any)

Taglines

This allows you to add, modify, or delete taglines stored in the tagline file.

Add: To add a new tagline just type in the tagline you would like and click on the Add Button.

Delete: To delete a tagline just select the tagline you would like to delete and click on the Delete Button

Edit: To edit a tagline just select the tagline you would like to edit and click on the Edit Button. Make your changes and Click OK.

(Note: When you change a tagline, it will create a new one and will not delete the old one. You must delete the old one if you do not want it available.)

Signatures

On this screen you have 2 signature records. You may enter anything you want up to 1024 characters in each signature record.

Save your changes by clicking the OK Button.

To insert a signature in a message:

- a: Move the cursor to the message text.
- b: Press the right mouse button
- c: Select the signature you would like inserted.

Form Messages

Form messages are standard types of messages you would like to send out periodically. Examples are New User Message, New Donating Member Message, How to download mail, How to download a file, etc.

You can basically type up messages that you will know you will send a lot and keep them around so as not to have to type them in over and over and over.

To Use a form message:

- a: Press the right Mouse Button in the Message Text box.
- b: Select Insert Form Message from the Menu.
- c: Double Click on the form message you would like to use.

To create a new Form Message:

- a. Click on the New Button
- b: Give the form message a name
- c: Type your text in
- d: Save your message with the Save Button

To Delete a Form Message:

- a: Select the message you would like to delete with the Drop down list.
- b: Click on the Delete Button.

IMPORTANT

To **save** changes Click on the *CLOSE* Button

To **Discard** Changes Double click on the upper left hand corner

Groups

Groups. What are groups? Well, they are a group of users that you set up to be different. Say you have 3 or 4 friends that logon and you want to send them all the same message. Well, you can create a group of "Friends" and then send the message to "Friends". PowerEDIT will then create a message for every user in the "Friends" group. Sounds easy? Well, it is!! Thanks to PowerEDIT!!

To Create a Group:

- a: Click the Add a group button
- b: Enter the name and description of this new group.
- c: Select the users you would like in the group by Dragging them from the Right list box to the left one.
- d: Click on OK when your finished and bingo you've created a group!!

To Delete a Group:

- a: Select the group you would like to delete.
- b: Click on the Delete Group Button.

To Modify a Group:

- a: Select the group you would like to modify.
- b: Click on the Modify a Group Button
- c: Add or delete users to the group
- d: Click on the OK Button.

The user part of this command is for users that don't logon to your board. i.e. Internet users. If you don't have the Internet connection then this is basically not used. This allows you to add/delete/modify Users to a private file. *Note: This in no way affects your BBS User file!!*

To Add a User:

- a: Click on the Add a User Button.
- b: Fill in the Users Name.
- c: Fill in the Internet Address.
- d: Fill in any comments.
- e: Click the OK Button to save.

To Delete a User:

- a: Select the user you want to delete.
- b: Click on the Delete User Button.

To Modify a User:

- a: Select the user you would like to modify.
- b: Modify the information.
- c: Click on the OK Button to save changes.

Folder Management

This will allow you to create private folders(forums) for storing messages that you deem important or just want to save for future reference. Basically you set up just like your PowerBBS forums. You can basically use it just like any PowerBBS forum except for the fact that users have NO possible way to look in there. Which is why they are called PRIVATE.

To Add a Folder:

- a: Click on the New Button
- b: Choose a name for your forum.
- c: then give it a path and file name for the folder.
- d: Click the OK Button.

To Delete a Folder:

- a: Choose the folder you would like to delete.
- b: Click on the Delete Button.

Edit Message Header

With this command you will be able to edit the information contained in the message header. You can update the Date, Time, To, From, and Subject of the current message. In addition you can change whether the message has been received or not, and whether it is private or public.

Copy Message

This command will allow you to copy the current message from one forum to another. It will not change nor delete the original message but will create a new message exactly the same as the original.

Move Message

This command will allow you to move the current message from the current forum to another one (either private or a normal PowerBBS forum). It will delete the original after it creates a copy of the original in the destination forum.

Packing the Message Base

Use this command to "Pack" your message bases. This allows you to remove deleted messages, Old messages, and to limit the number of messages the message base contains.

1. **Max Messages to keep:** The maximum amount of messages you would like in the displayed Forum.
2. **Kill messages over X days:** This will delete messages older than the number of days you specify here.
3. **Purge Recd/Private Msgs:** This will delete all messages that are Private that have been received.
4. **Always keep Un-Recd/Private Msgs:** This allows you to regardless of age or number to keep Unreceived-Private messages.
5. **Reset 'High Msg Num' to last message:** This will reset the "High Msg Number" to the last message number not deleted.

Inserting Color Macros

You can insert the PowerBBS Color Macros into your message by pressing the right Mouse button in the message body and choosing the appropriate color.

Enclose or Attach a File

To enclose or attach a file to a message:

- a: Choose the File enclosure menu option from the tools menu.
- b: You will be prompted with a file selection dialog in which to enter the file name.
- c: Click on the OK Button.

Stealing Taglines

You can steal a tagline or a phrase that you see in a message by:

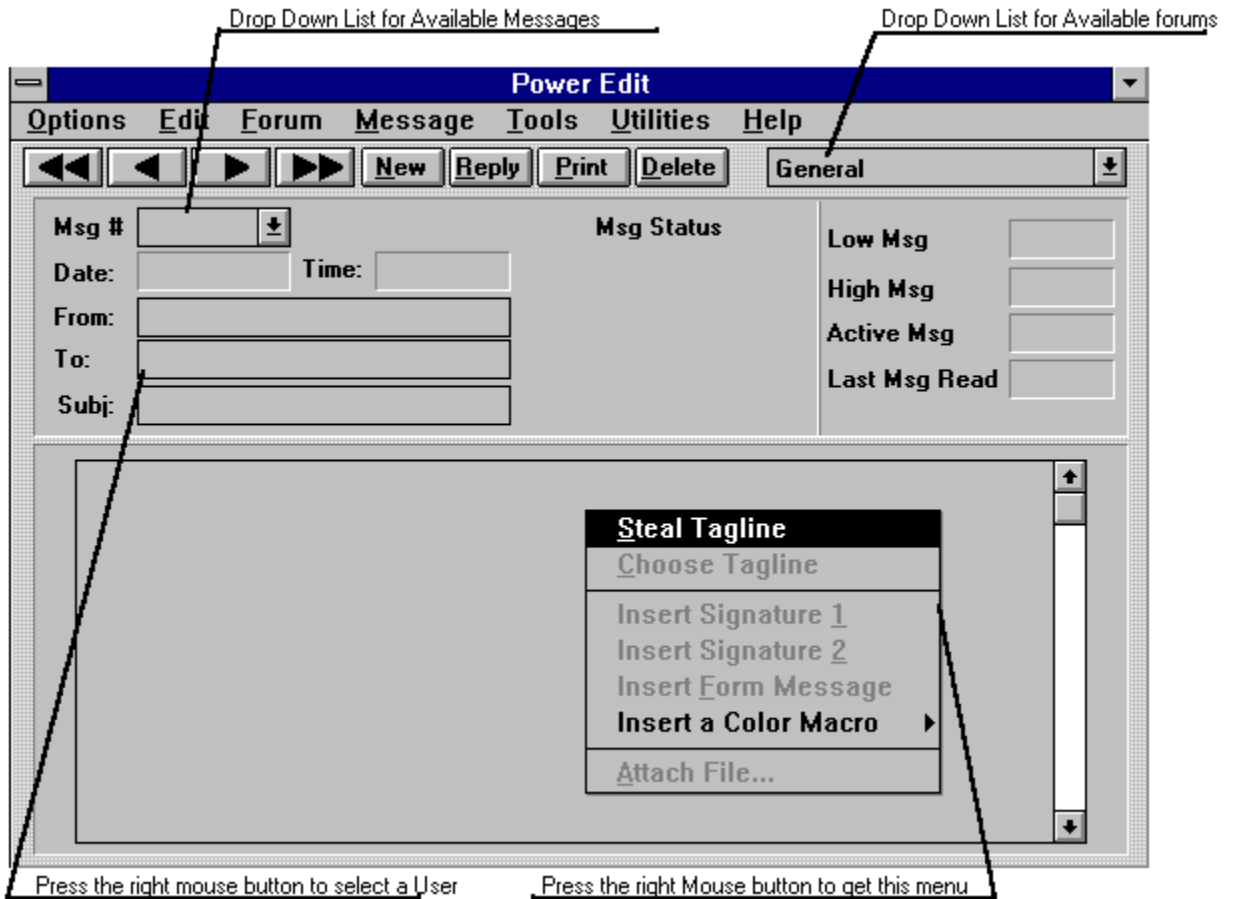
- a: Highlighting the text you would like to steal.
- b: Press the right mouse button.
- c: Choose the steal tagline menu option.

It will then search the tagline file to check for duplicates, if none found it will add it to your tagline file.

Sysop : System operator, a person who stays up to all hours of the night and works on his/her Bulletin Board System.

Screen Layout

This is the basic layout of the PowerEDIT main screen. To get a Brief description of a particular field: Position the cursor over something that interest you and press the left mouse button. Not all items on the screen have help just the ones I thought would most benefit you..



Use this button to select the [Previous Forum](#)

Use this button to go to the [Previous Message](#)

Use this button to advance to the [Next Message](#)

Use this button to go to the [Previous Forum](#)

Use this button to start a [New Message](#)

Use this button to reply to the current message

Use this button to [Print](#) the current message

Use this button to mark the current message as deleted.

Use this drop down list to select another forum.

Use this drop down list to select another Message

Press the right mouse button over this field while entering a new message and a list of current users will be displayed. **Double click** to select a user. In the Internet forum(s) PowerEDIT will automatically select the Internet address(if set up) See: [Group Maintenanc](#).

