# Quik Task

### Version 1.0a - FREEWARE

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## Quik Task

Quik Task is a Task Manager function enhancement utility that not only retains the convenient use of the Task Manager, but facilitates and enhances the function by adding a customizable list of other programs or utilities you would like to have "just a keypress away..."

Installing Quik Task
Using Quick Task
Solving Any Problems

Disclaimer - Please Read
Comments For The Author

# Installing Quik Task

## Automatic Install

If you installed Quik Task using the installation program there is nothing for you to do except make sure you restarted Windows.

## Manual Install

Quik Task is very easy to install. It consists of only three files:

1   QUIKTASK.EXE   -   The executable Task Manager function replacement.

2   QUIKTASK.INI   -   Quik Task's INI file. This should be placed in the Windows directory.

3   QUIKTASK.HLP   -   Quik Task's help file. This should reside in the same directory as QUIKTASK.EXE.

4   VBRUN300.DLL   -   The Visual Basic Runtime Library. Required. Should be placed in the Windows or the System directory.

The QUIKTASK.EXE program can be placed in any directory but then Windows directory will do just fine.

Once you have the files in place, you'll need to edit a couple INI files. If you have never edited an INI file then I would advise you to use the automatic installation until you become more familiar with INI files.

### Editing the SYSTEM.INI file

In the [boot] section of the SYSTEM.INI file, you will need to add the following line:

TASKMAN.EXE=QUIKTASK.EXE

If you have to add the keyname to the section then all you'll have to do next is restart Windows for the change to take effect.

If a TASKMAN.EXE keyname already exists, simply replace the current value with QUIKTASK.EXE. Before replacing the value, write down what program is currently being referenced -- you'll need that for the next section.

### Editing the QUIKTASK.INI file

In the [Settings] setion of the QUIKTASK.INI file you will see an entry that reads:

TASKMAN.EXE=TASKMAN.EXE

Quik Task is set to use the standard Windows Task Manager by default. If you were using another program as the Task Manager (see the previous section) the you'll need to change this line to read:

TASKMAN.EXE=<otherprog.exe>

where <otherprog.exe> is replaced by the executable name of your Task Manager Replacement.

You do not need to restart Windows for any changes to the QUIKTASK.INI file to take effect. If you made a change to the SYSTEM.INI file, please remember to restart Windows.

# Using Quick Task

Quick Task is not a difficult program to use. A nice feature of the Windows Task Manager function is that it can be called from almost anywhere, anytime, by simply pressing <Ctrl>-Esc. I decided to take advantage of that feature without hampering it. This first version was written in Visual Basic 3.0. If I decide to do it again, it'll be done in Pascal or C++ for speed considerations.

### *Activating The 'Real' Task Manager*
There is a button on Quik Task's main screen labeled "Task Manager". You'll also notice that this is the default button when Quik Task starts. Being the default button means that any keyboard action (like pressing "Enter", or the spacebar) will affect that button. Therefore, to get you your real task Manager, all you have to do is:

    From whatever application you're in press: <Ctrl>-Esc <Enter>

    -or-

    If you can see the desktop: Double-click on the desktop, then press "Enter"

It is that simple. One extra keystroke to get to your Task Manager...

### *Activating A Program From The Launch List*
The listbox in the middle of Quik Task contains the list of programs that you would like to have quick access to. There are two methods by which you can launch one of the programs in the list:

    Double-click on the program you want to launch. Quik Task will exit automatically.

    -or-

    1. Use the "Tab" key to change the control focus to the Launch List.
    2. Use the arrow keys to highlight the program you want to launch.
    3. Press "Enter"

This list is maintained in Quik Task's Configuration section.

# I Want To See Pictures!

### *Using Quik Task: A Visual Approach*
Click on an area of the screen below you want to know more about:

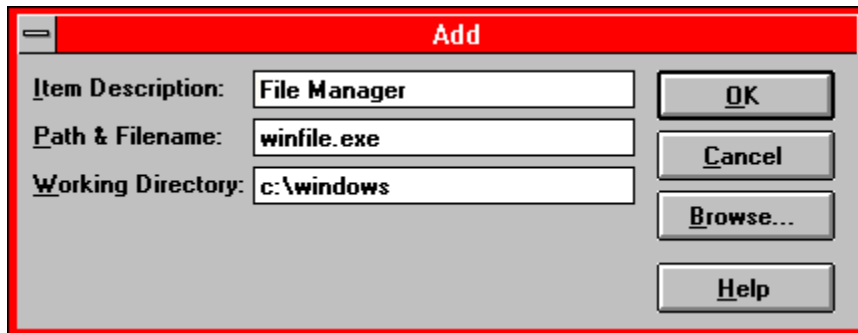| Quik Task |
|---|
| Quik Task 1.0a   FREEWARE |

**Task Manager**   **Cancel**

**Launch List:**

File Manager
Notepad
DOS Prompt

Launch   Configure...

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# Configuring Quik Task

Click on an area of the screen below you want to know more about:

**Configure**

Launch List:

File Manager
Notepad
DOS Prompt

Add...

Change

Delete     ☐ Confirm Deletes

OK     Help
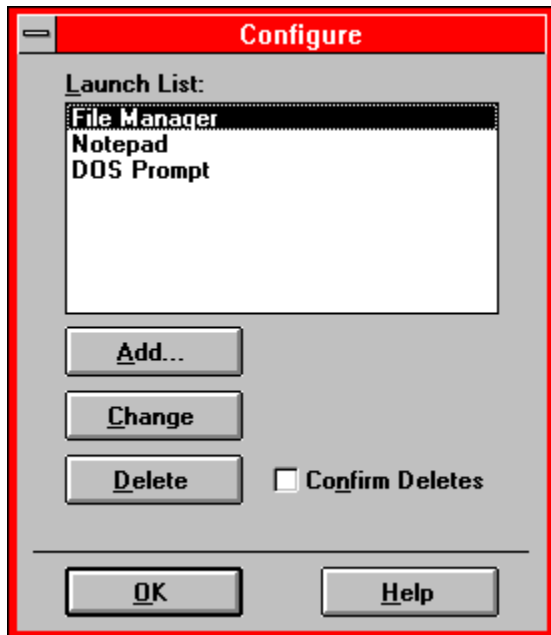
# Adding Programs

Click on an area of the screen below you want to know more about:

| Add | | |
|---|---|---|
| **Item Description:** File Manager | | **OK** |
| **Path & Filename:** winfile.exe | | **Cancel** |
| **Working Directory:** c:\windows | | **Browse...** |
| | | **Help** |

# Solving Any Problems

Last Update: 07/21/94

Here is a list of known problems to date:

[Quik Task Is Listed As A Running Program In The Task Manager](#)
[When I'm in a DOS Application I Can't Activate Quik Task](#)

# Quik Task Is Listed...

## Problem:
When you launch the Task Manager, Quik Task apprears as a running task in the list of active programs even though Quik Task is not currently running

## Solution:
This is a known problem. It will be fixed in the next version.

# When I'm In A DOS App...

**Problem:**

When I'm in a DOS Application, Quik Task will not activate with the <Ctrl>-Esc key combination.

**Solution:**

The "Advanced" section of the PIF Editor contains a section called "Reserve Shortcut Keys" followed by a list of key-combinations. The key-combinations listed all mean something to Windows but some of them may mean something to your DOS application too.

See if the "Ctrl+Esc" checkbox is enabled (has an 'x' in it.) If so, then your DOS application probably needs that key-combination. Therefore, launching Quik Task with the <Ctrl>-Esc keys will not be available to you while running this DOS Application.

Note: If this is happening with ALL of your DOS applications and you never made PIFs for your DOS applications, open the "_default.pif" from the PIF Editor and see if this is the case. If so, you may try deselecting the "Ctrl+Esc" selection.

# Disclaimer - Please Read

# Comments For The Author

I wrote Quik Task originally for my own use. I liked the way it worked and so I have released this version to the Public Domain; Yes, it's freeware!

I am interested in any comments or suggestions you may have, both good and bad, concerning Quik Task.

I can be reached via the Internet at the following e-mail address:

dzimmer@netcom.com

Thanks, and enjoy...

Doug

## Add Button

This button will take you to another dialog box that let's you tell Quik Task a little bit about the program you want to add.

Adding Programs To The Launch List

## Help Button

Click this button to bring you to this section of this help file.

## Browse Button

Click this button if you are unsure of the exact location and filename of the program you want to add (or change.) This will take you to a 'File Open' type dialog box to let you find the file. When you find the new file, click OK and the 'Path & Filename' field will be filled in automatically.

## Cancel Button

Click this button if you decide not to add (or change) any information.

## Cancel Button

Pressing this button will exit Quik Task. It is also activated by pressing the "Esc" key.

## Change Button

Highlight a program in the Launch List you would like to change some information for then click this button. You will be taken to another dialog box where you can make your changes.

## Confirm Deletes

If this checkbox is set to "on" then Quik Task will ask you to confirm your request to remove the highlighted program from the Launch List.

## Configure Button

Pressing this button will take you to the configuration section of Quik Task. It is in that section you can add, edit, and delete programs from the launch list.

[Configuring Quik Task](#)

## Delete Button

If you no longer want a program listed in the Launch List, highlight that program by clicking on it once (or use the "Tab" and arrow keys to highlight it) then press this button. The highlighted program will be removed from the list.

You will only be asked the "Are you sure..." confirmation if the

☐ Co<u>n</u>firm Deletes

checkbox is set to confirm all deletes.

## Item Description

This field should be the description of the program you want to add (or change.) Normally, this would be the same as the 'Item Description' field (icon title) in the Program Manager's 'Item Properties.'

## Path & Filename

This field should contain the full path and the executable (filename) of the program you want to add (or change.) If the program is in the Windows directory you do not need to supply a path.

This field would contain the same path + filename as the 'Command Line' field in the Program Manager's 'Item Properties.'

## Working Directory

Specify the program's working directory here. This field would be the same as what you have in the 'Working Directory' field for the 'Item Properties' from the Program Manager.

If you are unsure, go to the Program Manager, find the icon for the program you are adding and click on it once. From the 'File' menu select 'Item Properties...' and copy what it says in the 'Working Directory' field. If the field is empty the choose the path to the executable in the 'Command Line' field above. If there is not path there, assume it is the Windows directory.
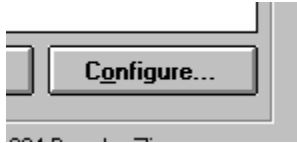
## Launch Button

When a program in the Launch List is highlighted, this button is enabled. Pressing "Enter" will start the highlighted program from the list.

## Launch List

This listbox contains all of the other utilities or applications you want to be able to launch without having to go to the Program Manager to do it. To launch one of the programs simply double-click on the one you want. An alternative method is to "Tab" over to this listbox, highlight the program using the arrow keys, then press "Enter" when the program you want is highlighted.

Press the "Configure" button to maintain this list.



Configuring Quik Task

## Launch List

This listbox contains the same information the Launch List on the main screen contains. Use this list in combination with the editing buttons below it to maintain the Launch List.

**OK Button**
When you've finished entering (or changing) information click this button.

## OK Button

When you are through making changes to the Launch List press this button to return to the main screen.

If you changed the "Confirm Deletes" status you will be asked if you want to make the current setting the default setting next time you use Quik Task.

## Task Manager Button

Pressing this button will launch the Windows Task Manager. This is the default button when Quik Task starts.