

{ewl htIshlp.dll, HtoolsIconWnd, #taskman.ico} Task Manager Help Contents

The Task Manager is a small application which allows you to switch between other application windows and arrange them.

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{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Activating Task Manager

The Task Manager is a small application which allows you to switch between other application windows, and to arrange them

The Task Manager is activated by:

- Double clicking on the desktop with the primary mouse button,
- Pressing **Ctrl+Esc**.
- The control menu of an application window, using the menu item labeled **Switch To**.

The Task Manager dialog displays a list of active application windows on the desktop, along with the window's icon. If a window is hidden, the window caption text is preceded by **(hidden)**. After the window text is the module name for the task. If the application is assigned a hot key, that is listed at the end. To change the display options, see options.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}hTools Task Manager Dialog



Click on the part of the dialog for which you need help.

This displays the amount of free memory available on your computer. The first number is the amount of general purpose memory available in kilobytes (1024 bytes = 1 KB, 1024 KB = 1 Megabyte). The second number is the percentage available in a limited local memory pool for the graphics device interface, and the third is the percentage available in a limited local memory pool for user interface items in Windows.

This displays a list of tasks running on your computer. The icon for the task is displayed, as well as the name. Depending on the options you have configured for hTools Task Manager, the list will also show the task's module name, exe file, and activation hot key.

Clicking this button will switch to and activate the selected task in the list. You may also double-click on the task in the list to switch to it.

Clicking this button will close the selected task in the list.

Clicking this button will close the task manager.

Clicking this buttons will cascade the windows on your desktop.

Clicking this button will tile the windows on your desktop.

Clicking this button will arrange the icons on your desktop.

Clicking once this will display the control menu. (so does Alt+space bar). Double clicking will close the task manager.

Clicking this button will exit windows

Clicking this button will display the run dialog to launch other programs or documents

Clicking this button will display this help file. You may also press F1.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Switching to Another Window

The Task Manager displays a list of active application windows on the desktop. If a window is hidden, the window caption text is preceded by **(hidden)**. After the window text is the module name for the task. If the application is assigned a hot key, that is listed at the end. You may switch to any visible window in the list by double clicking or selecting the item in the list and clicking the **Switch To** button.

{ewl htlshlp.dll, HtoolsIconWnd, #taskman.ico}Ending Another Task

You may close an application window by selecting the window in the list, and clicking the **Close Window** button.

Sometimes, an application may refuse to close. There are two ways to try to get the task to terminate. The first is called **Quitting** the task. You can quit a task by clicking the **End Task** button with the **Shift** key held down. This will give the task a direct command to quit, however, an application may not properly save its data.

If the quitting the task does not work, you may **Kill** the task. This is done by holding both the **Ctrl** and **Shift** key down while clicking the **End Task** button. This usually will terminate the task, however, this is a rather rude way to do it. The application may lose any unsaved data.

You should always try the normal methods of ending a task before using **Quit Task** and **Kill Task**.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Arranging Windows on the Desktop

You may arrange your windows on your Windows desktop in several ways using the Task Manager.

- To cascade all open windows on the desktop, click the **Cascade** button. This will arrange the windows such that they overlay one another in an orderly pattern.
- To tile all open windows on the desktop, click the **Tile** button. This will arrange the windows in a horizontally tiled manner. You may tile the windows vertically if you press the **Shift** key while clicking the **Tile** button.
- To arrange the icons in an orderly pattern on the desktop, press the **Arrange Icons** buttons.
- To minimize all open windows on the desktop, press the **Shift** key while clicking the **Arrange** icons buttons. This will turn all open windows into icons.

{ewl htlshlp.dll, HtoolsIconWnd, #taskman.ico}Exiting Windows

- You may exit Windows from the task manager by clicking the **Exit Windows** button.
- If you wish to exit Windows and restart a new Windows session, click the **Exit Windows** button while the **Shift** key is held down.
- If you wish to exit Windows and reboot your computer, click the **Exit Windows** buttons while both the **Shift** and **Ctrl** keys are held down.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Run Dialog

You may start another application from the task manager by clicking the **Run** button. In the **Run Dialog** box, you may type the name of an application's program file name, or the name of an application's document, and then click the **OK** button.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Installing Task Manager

If the hTools Task Manager is not currently installed to be the Task Manager for your system, you may install the hTools Task Manager by selecting the **Install** menu item from the Task Manager's control menu in the upper left corner. This will cause windows to use the hTools task manager after windows is restarted.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Uninstalling Task Manager

You may uninstall the hTools Task Manager by selecting the **Uninstall** menu item from the Task Manager's control menu in the upper left corner. This will cause windows to use the default Windows Task Manager after Windows is restarted.

However, uninstalling the Task Manager does not remove the program and help file from the disk.

To completely remove the hTools utilities from your disk, run the hTools setup application.

The **Icons** check box will display the window's icon in the list if checked

The **Hidden windows** check box will show hidden windows in the list if checked.

The **Module names** check box will show the module names of each window in the list if checked.

The **File name** check box will show the file name of the executable for the window in the list if checked.

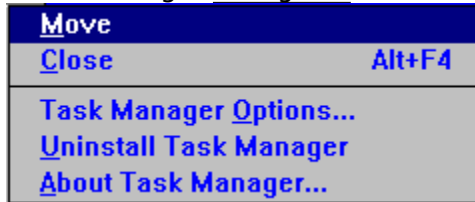
The **Hot keys** check box will show the currently assigned hot key, if any, of each window if checked.

Clicking the **OK** button will save the changes and close the dialog box.

Clicking the **Cancel** button will abandon any changes and close the dialog box.

{ewl ht\shlp.dll, HtoolsIconWnd, #taskman.ico}Task Manager Control Menu

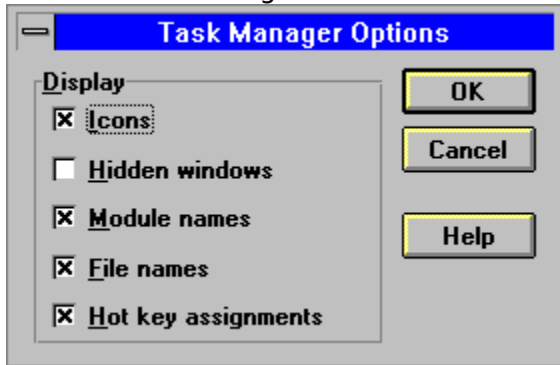
This menu is displayed by clicking the control menu box or pressing **Alt+space bar** in the Task Manager dialog box.



Click on the menu item for which you want help.

{ewl htshlp.dll, HtoolsIconWnd, #taskman.ico}Options Dialog

The options dialog is displayed by selecting **Task Manager Options** from the control menu. This dialog customizes how windows are listed in the Task list.



Click on the part of the dialog for which you need help.

This allows you to move the dialog with the arrow keys

This closes the task manager.

This displays the "about" dialog for hTools task manager.

This allows you to uninstall task manager on your computer

This displays the task manager options dialog box.

