# 2Installation

Installation is fairly simple.

- Insert the installation floppy into your disk drive.
- Type "□□" or "□□" depending on which floppy drive you use, followed by a return,
- Type "□□□□□□□□ □□□□□□□□ □□□□□□□□.□□□□□□□□□□" followed by a return, where <sdrive> is the drive letter of the installation floppy, <ddrive> is the drive letter of the hard disk, <pathname> is directory on the hard drive where you want the program to be stored. Include the colons after the two drive letters.
- Edit your CONFIG.SYS file and make sure the line "FILES = x", is at least 40.
  VEWD uses many open files, about 32. If you are running VEWD in a DOS window under Microsoft Windows the value may need to be even higher.

For example, "□□□□□□□□ □□.□□.□□□□□" will install into the VEWD directory on hard drive C from floppy drive A.

## *2.1Starting and Stopping*

To start VEWD, change to the VEWD directory and type VEWD at the DOS prompt. VEWD supports the command line options specified in Table 2-1.

**Table 2-1 Command Line Options**

| Option | Description |
|---|---|
| /B=NO | Inhibits the beep on errors |
| /V=n | Sets the screen saver to n minutes.<br>Zero disables the screen save option. |
| /L | Disables setting of keyboard locks. |
| /E | Specifies that an enhanced keyboard is being used. |

## *2.2Making Room for a Memory Hog*

Although VEWD fits entirely in the lower 640 KB of DOS memory, it is somewhat of a memory hog. If you run with many Terminate and Stay Resident (TSR) programs, you may find yourself running short of memory. At bottom right corner of the screen, below the date and time, is the number of bytes of free memory remaining. If there is less than 32000 bytes free at the top level menu, you need to make more room. Each pop-up menu or form causes the portion of the screen that it covers to be saved for later restoration. By default this is in the low 640 KB memory. You can specify five alternate locations by including Virtual Memory environment variables in your AUTOEXEC.BAT file. Each variable is of the form:

SET CLAVMx=path,size[,ram-indicator]

Where,

- x is 0 to 4. A value of 0 indicates the first used virtual memory region, 4 indicates the last used. Once all the storage is used in the 1st region, the second it used, and so on.
- Path is the drive and directory of the RAM drive or hard disk area, or the word MEMORY to indicate conventional (low 640 KB) memory area.
- Size is the number of KB available.
- Ram-indicator is M for a RAM Drive, blank otherwise.

For example, the line:

□□□.□□□□□~□□□□.1~24.□

defines the first virtual memory region as the root directory of a 1 megabyte RAM disk. Another example is the line:

□□□.□□□□□1□□□□□□□□.768

specifies the second virtual memory region as a 768 KB area in the TEMP subdirectory of drive C.

If you have the memory, setting up a RAM disk is highly recommended. The RAM disk should be at least 64 KB in size (preferably 128 KB). To create a RAM disk you need to include a line in your CONFIG.SYS file similar to:

□□□□□□□□□□□□□□□□□□□□□□□□□~□□□.1~24.128.~□

This defines a 1024 KB RAM disk using extended memory.

## *2.3Backup and Empty Databases*

The install process created a complete set of startup database files. The VECLIST and ELEMSTAT files are pre-initialized with fixed data and never change. The DEFAULTS file is initialized with a sample record that should be modified for the particular VE team(s). The remaining files are empty. The file EMPTYDB.ZIP is an archive containing these startup files. If it is ever desired to return to a fresh state, simply extract the files from this archive.

To prevent the loss of valuable session information, it is important that you make backup copies of all the data files. **The minimum set of files to backup are those with the DAT and MEM extensions.** VEWD will regenerate the key files at startup if they do not exist. However, if incorrect key files are used, the database files may become corrupted beyond recovery. Therefore you should backup the DAT, MEM and Knn files to insure a complete database. If you customize or create any printer control files (.DEV files) you should also make save copies of those.

A reasonable method of archiving the database files is to compress them into a single zip file. The archive can be named in form YYMMDDx. YYMMDD is the reference date of the archive. This is usually the date of a session. The x is one of the following:

| Letter | Description |
|---|---|
| O | Original. This is the archive made at the end of the session. |
| U | Updated. This is the archive made after post processing the session, making any corrections, adding candidate phone numbers but before merging the session candidate data into the global database. This is normally done by the VE preparing the paperwork for the VEC |
| blank | This is the archive made immediately after merging a session into the global database. |

## *2.4What Files are What*

In case you're wondering what all those files are, Table 2-2 lists each of the database files, Table 2-3 lists the sample Candidate and VE form letters, Table 2-4 lists the documentation files, and Table 2-5 describes the remaining file.

Each database consists of multiple files, each with the same name, and a different extension. Files with the extension .DAT contain the actual data, except for the free form memo fields. The .MEM files contain the memo fields. Files with the extension .Knn, where nn is a two digit number, are index files, used to speed access to the data.

**Table 2-2 Database Files**

| Filename | Extensions | Description |
|---|---|---|
| ATTVE | DAT<br>K01<br>K02 | The current session's attending VE database.<br>Callsign key file<br>Date/ID key file |
| DEFAULTS | DAT<br>K01 | Session, Printer, and Miscellaneous defaults<br>Configuration name key file |
| ELEMSTAT | DAT<br>K01 | Element status choices<br>Status key file |
| LOCATION | DAT,<br>K01<br>K02 | The City, State, Zipcode database.<br>Zipcode key file<br>City key file |
| SESSION | DAT<br>K01 | The Session list database.<br>Date/ID key file |
| VECLIST | DAT<br>K01 | The VEC choice lists.<br>VEC Name key file |
| VEINFO | DAT<br>MEM<br>K01<br>K02 | VE personal information<br>VE Notes files<br>Callsign key file<br>Last Name key file |
| VICTIMG | DAT<br>MEM<br>K01<br>K02<br>K03 | The global (historical) candidate database.<br>Candidate Notes file<br>Last Name key file<br>Callsign key file<br>Date/ID key file |
| VICTIMS | DAT<br>MEM<br>K01<br>K02<br>K03 | The current session's candidate database.<br>Candidate Notes file<br>Last Name key file<br>Callsign key file<br>Date/ID key file |

**Table 2-3 Sample Form Letters**

| Filename | Formats | Description |
|---|---|---|
| VECARDB | WP5.x, 6.0, Word 2.0, 6.0, and RTF | Session notification postcard back |
| VECARDF | WP5.x, 6.0, Word 2.0, 6.0, and RTF | Session notification postcard front |
| VEENV | WP5.x, Word 2.0, 6.0, and RTF | VE thank you form envelope |
| VEHEADER | Word 2.0, 6.0, and RTF | Word Merge file header line |
| VELTR | WP5.x, 6.0, Word 2.0, 6.0, and RTF | VE thank you form letter |
| VESAMP | WP5.x, 6.0, Word 2.0, 6.0, and RTF | Sample VE merge file |
| VICENV | WP5.x, Word 2.0, 6.0, and RTF | Candidate thank you form envelope |
| VICLTR | WP5.x, 6.0, Word 2.0, 6.0, and RTF | Candidate thank you form letter |
| VICSAMP | WP5.x, 6.0, Word 2.0, 6.0, and RTF | Sample Candidate merge file |
| VIHEADER | Word 2.0, 6.0, and RTF | Word Merge file header line |
| FORMRTF.ZIP | Zip archive file | Rich Format Text files |
| FORMWD20.ZIP | Zip archive file | Word 2.0 files |
| FORMWD60.ZIP | Zip archive file | Word 6.0 files |
| FORMWP5X.ZIP | Zip archive file | Wordperfect 5.1/5.2 files |
| FORMWP60.ZIP | Zip archive file | WordPerfect 6.0 files |

**Table 2-4 Documentation files**

| Filename | Description |
|---|---|
| VEWD.DIC | Word 6.0 Custom Dictionary file for VEWD manual |
| VEWDMAN.DOT | Word 6.0 document template for VEWD manual |
| VEWDMAN.PPT | Powerpoint Document with audio schematic and convention layout |
| VEWDMAN1.DOC | VEWD Chapter 1 -Introduction |
| VEWDMAN2.DOC | VEWD Chapter 2 -Installation |
| VEWDMAN3.DOC | VEWD Chapter 3 -Overview |
| VEWDMAN4.DOC | VEWD Chapter 4 -Detailed Description |
| VEWDMAN5.DOC | VEWD Chapter 5 -Pre-Session Activities |
| VEWDMAN6.DOC | VEWD Chapter 6 -Session Activities |
| VEWDMAN7.DOC | VEWD Chapter 7 -Post-Session Activities |
| VEWDMAN8.DOC | VEWD Chapter 8 -Maintenance |
| VEWDMAN9.DOC | VEWD Chapter 9 -Import/Export/Sort |
| VEWDMANA.DOC | VEWD Chapter 10 -An Audio System for CW Testing |
| VEWDMANB.DOC | VEWD Chapter 11 -An Integrated Examination Session |
| VEWDMANC.DOC | VEWD Chapter 12 -Troubleshooting |
| VEWDMAND.DOC | VEWD Chapter 13 -Database Definitions |
| VEWDMSTR.DOC | VEWD Master Document - Cover page, Copyright, trademark and license information, Table of Contents |
| VEWDMAN.ASC | ASCII version of this manual |
| VEWDMAN.ZIP | Zip archive of all the documentation files |

**Table 2-5 Non-Database files**

| Filename | Description |
|---|---|
| CPRO.DMP | Not provided on the install disk. Generated on occasion when the VEWD program abnormally terminates. |
| DEC1152.DEV | Printer control file for a DEC 1152 Laser printer |
| EMPTYDB.ZIP | A zip file containing empty database files. If you ever want to start fresh, use these files. |
| EPSON.DEV | Printer control file for a standard Epson compatible |
| GENERIC.DEV | Printer control file for a Generic printer |
| HPLASER .DEV | Printer control file for a HP LaserJet Series II |
| HPLASR4P.DEV | Printer control file for a HP LaserJet 4P |
| IBMPROXL.DEV | Printer control file for an IBM Proprinter XL |
| PAN.DEV | Printer control file for a Panasonic |
| PS240.DEV | Printer control file for a Centronics PS240 |
| README.VE | Last minute notes. |
| VEWD.EXE | The application program. |
| VEWD.HLP | The on-line help file |
| VEWD.ICO | A Windows 3.1 Icon file for use with VEWD. |
| VEWD.PIF | A Windows Program Information File for VEWD |
| VEWDBACK.BAT | Sample session backup batch file. |
| VEWDSORT.BAT | Batch file used to sort database files from within VEWD |