

## **Directory Changer v 0.5a (9-16-93)**

### **Installing the DirChanger Macro:**

To get the most out of the DirChanger macro, copy it to NORMAL.DOT and assign it to a key combination. (Double-click [HERE](#) to copy DirChanger to NORMAL.DOT now.) After copying, click Tools, Options on the menu bar, then scroll down to Keyboard to pick a key combination.

### **Installing the Support Files:**

**DDEBROWS.EXE:** Copy this program to the same directory your Word templates are stored in. (With default non-network installations of Word this is usually the same directory the WINWORD.EXE program is stored in. If you're not sure where your templates are, look for a series of files with the extension ".DOT" and the file "NORMAL.DOT" in particular.) This small program is activated by the browse button in the Make Changes dialog box. While Directory Changer will run without DDEBROWS, using it simplifies choosing directories you want to assign to buttons in the Modify dialog box. DDEBROWS requires that the Visual Basic file VBRUN300.DLL be installed somewhere on your path, preferably in your Windows System directory.

**VBRUN300.DLL:** (Not included in WRDR05.ZIP) Required by DDEBROWS.EXE above. Copy to your Windows System directory. This file is available on several CompuServe forums including the MSBASIC forum's "VBWIN - General Library" as VBRUN3.ZIP.

**WORDRHLP.HLP:** Copy this file to the same directory your Word templates are stored in.

DirChanger gives you one click access to eight of your 'favorite' directories from any W4W document. If your document is based on a template other than NORMAL.DOT, you have rapid access to up to sixteen directories.

The first time you use DirChanger, you'll see eight buttons labeled 'none'. To assign a directory to a button, click on 'Modify Selections' at the bottom of the dialog box. Then click the button you want to make an assignment to in the next dialog box. You'll be prompted for a path name and a button name. DirChanger checks the path you assign for validity before it commits it to its 'memory' so you can't make a mistake. Putting an ampersand character (&) in front of any letter in the button name makes the button 'hot' so that you can 'click' it just by pressing the associated letter.

What does that do for you? It means you can switch directories with as few as two key presses without ever displaying the DirChanger dialog box. If, for example, you've assigned DirChanger to Ctrl + Shift+ D, and you've assigned a particular directory to a key with the letter M as a 'hot' letter, then you switch to that directory by pressing Ctrl + Shift + D, then M. DirChanger will display a message in the status bar at the bottom of

your screen confirming what your new directory is.

The Modify Selections dialog also lets you choose which of the three 'Actions' (Change Dir, Change+FileOpen, Change+FileSaveAs) are selected by default when its initial dialog opens. Click the 'Default Actions' button in the Modify Selections dialog to set this.

DirChanger also includes a 'Go Back' button which remembers the directory you were in before the last time you used DirChanger. This can have been ANY directory, not just one you've assigned a button to. This feature makes it simple to toggle repeatedly between two directories. If, as in the example above, you've assigned DirChanger to Ctrl + Shift+ D, then you can toggle two directories by pressing Ctrl + Shift + D, then B over and over. This won't work if you have assigned the letter B as a 'hot' letter for one of your own buttons because DirChanger's Go Back uses that letter for itself, and your key assignments take precedence over DirChanger's.

For a thorough explanation of the GLOBAL vs. TEMPLATE contexts see your W4W manual. The simple explanation as far as DirChanger is concerned is that button assignments under GLOBAL are available to you in any document; ones assigned under TEMPLATE are only available if your active document is based on a particular template. DirChanger remembers button assignments for each different template you use them with.

DirChanger's 'Memory':

The DirChanger macro creates and updates a file named WORDIR.INI in the directory where you keep your templates. If you happen to look at this file (with a text editor only please!) you'll see a [heading] for each template that you have assigned buttons for.

For questions or comments on this macro, the author may be reached on Compuserve, ID # 70412.1721., Copyright © 1992, 1993 Gibson B. Kennedy, all rights reserved.