Contents for Net Watcher Help

By using Net Watcher, you can find out who is connected to your computer and which of your shared resources are being used.

To learn how to use Help, press F1.

How To...

Finding Out Who Is Connected to Your Computer

Net Watcher shows you who is connected to your computer and which of your shared resources are being used. The left side of the window displays the <u>computer names</u> of the people connected to your computer. When you select a computer name, the right side of the window displays the directories, printers, or ClipBook pages the user is connected to and any of your shared files that he or she has open.

A pencil icon next to a resource indicates that users have full access, and an eyeglasses icon indicates that users have read-only access.

You can select a computer name and use the <u>toolbar</u> buttons or menu commands to find out more information about the connection or to disconnect a user from your computer. You can also select files being used by other people and close them. Press TAB to move between the left and right sides of the window, and use the arrow keys to select an item.

Displaying Information About a Connection

The Net Watcher window shows you who is connected to your computer and which of your shared resources are being used. If you want more information about a particular connection, such as how long the person has been connected to your computer, or how long it's been since the person used one of your shared resources, you can use the Properties button or command.

To display properties

1 In the left side of the Net Watcher window, select the computer name for the connection you want more information about. (Click the computer name, or press TAB to move the cursor to the left side of the window, and then use the arrow keys to select the computer name you want.)

2 On the toolbar, click the Properties button. Or choose Properties from the Connection menu.

Disconnecting a User

You can disconnect any person or computer who is connected to your computer.

To disconnect a user
1 In the Net Watcher window, select the computer name for the user you want to disconnect.
2 On the toolbar, click the Disconnect button. Or choose Disconnect from the Connection menu.

   A message appears, prompting you to confirm that you want to disconnect the user.
3 Choose the Yes button.

Caution: If you disconnect users from your computer, they may lose data.

Closing a File

You can close a file that another person has open.

To close a file
1 In the Net Watcher window, select the file you want to close.
2 On the toolbar, click the Close File button. Or choose Close File from the Connection menu.

   A message appears, prompting you to confirm the closure.
3 Choose the Yes button.

Caution: If you close a file, the person using it may lose data.

Displaying and Hiding the Toolbar and Status Bar

The Net Watcher toolbar, located directly below the menu bar, gives you easy access to the Net Watcher features. The status bar, located at the bottom of the Net Watcher window, displays information about the item selected in the Net Watcher window. You can display the toolbar and status bar, or you can hide them to make more room in the Net Watcher window.

To display or hide the toolbar or status bar
▶   From the Options menu, choose Toolbar or Status Bar.
A check mark next to the Toolbar or Status Bar command indicates that the command is in effect.

Updating Information in the Net Watcher Window

Every 20 seconds, Net Watcher checks to see who is connected to your computer and what resources are being used. It then updates the information displayed in the window. Anytime you want to update the information, you can do so by using the Refresh command.

To update the Net Watcher window
▶ From the Options menu, choose Refresh.

Moving the Split Bar

The split bar that divides the Net Watcher window can be moved to the left or to the right to make more space on either side.

To move the split bar
1 Drag the split bar. Or choose Split Window from the Options menu, and then use the LEFT and RIGHT ARROW keys to move the split bar.
2 Press ENTER when the bar is in the position you want, or press ESC to cancel the command.

Viewing the Event Log

Before the event log can track the activity on your computer, you must enable it. You can use Control Panel to enable the event log and to choose which events to log.

To enable the event log

1 In the Control Panel window, choose the Network icon.
2 In the Microsoft Windows Network dialog box, choose the Event Log button.
3 In the Event Log Setting dialog box, select the Enable Event Log check box.
4 In the box on the right, select each event you want to track, and then choose Add. Or choose Add All.
5 Choose the OK button.

To view the event log

▶   On the Net Watcher toolbar, click the Event Log button. Or choose View Event Log from the Connection menu.