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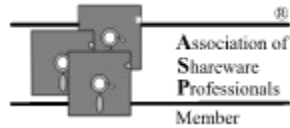
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Overview

Thank you for trying File Manager StepUp!

File Manager StepUp (or, for short, FM StepUp) is a utility that dramatically improves File Manager. Instead of replacing File Manager, FM StepUp simply makes it better. When you install FM StepUp, additional commands are added to File Manager's menus, and existing commands are enhanced.

"Chaosoft accomplishes what Microsoft couldn't ... an excellent shareware product that enhances the power and usefulness of Windows' [File Manager] ..."

Columbia Daily Tribune, 10/94

"FM StepUp ... does all manner of clever things. It adds 3D effects (a la Word 6 or Excel 5) to the dialog boxes, gives you a command-line history in all sorts of places ... and provides right-click pop-up menus in a variety of useful places ... FM StepUp is certainly good enough to try."

Windows User UK, 06/94

"The standard dialog boxes gain a history list of recently used commands and that attractive 3D look, and adding pop-up menus. However ... the best thing about this is the pop-up menus. Right click on a file and a menu pops up giving you a bunch of options, like viewing the file, editing it, running it, printing it, and so on ... once you have started using it you'll never want to give them up!"

Australian PC User, 06/94

[Click here](#) to read about **features** of the FM StepUp.

[Click here](#) to read about **benefits** of the FM StepUp.

FM StepUp is NOT free software. It's Shareware. This means that you may use the program during **14** days (not necessarily constituting a contiguous sequence) to evaluate it and determine whether FM StepUp is suitable for your needs. At the end of this trial period, you must either register (purchase) your copy or discontinue using FM StepUp.

[Click here](#) to see what you receive when you register FM StepUp

[Click here](#) to see how to register

Unregistered copies of the FM StepUp are **fully** functional. We make it this way so that you can have a real look at the program and then decide whether it fit your needs. The only difference between registered and unregistered copy is the **registration reminder** screen that shows up whenever you start File Manager with FM StepUp installed. When you receive our Registration package with your personal Registration Code, you will use it to put your name in the 'About FM StepUp' screen and to remove the reminder.

You **may freely copy** the FM StepUp software, and give it to anybody. FM StepUp is a self-unregistering software, i.e. it automatically becomes unregistered when you copy it to another disk or computer or issue a specially assigned command to unregister it. You can re-register it any number of times, but only if you know your Registration Code. This means

that you can make and install as many Unregistered copies of the FM StepUp as you wish on as many computers as you can, provided that you do not share your Registration Code with anybody and there is NO POSSIBILITY that your Registered copy will be used by anybody else. You **may not use** a copy of the FM StepUp **registered to anybody else** (except site license arrangements). In simple words, every user of the FM StepUp must be licensed.

Please see file VENDINFO.DIZ for the full text of **License Agreement**. If the VENDINFO.DIZ file is missing, the package is incomplete and you should contact us to obtain a complete set of files.

All corporate, business, government or other commercial users of FM StepUp must be registered. We offer quantity discounts as well as site licensing. The site license agreement allows installation and using of specific number of registered copies within the licensed institution.

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI 49442-9427 USA, FAX 616-788-2765 or send a CompuServe message via CompuServe Mail to ASP Ombudsman 70007,3536.



Features

- ▶ Enhanced File Managers dialog boxes, including history lists, browse buttons, verify check boxes, etc.
- ▶ Commands to easily create, view, edit or print arbitrary files, not necessarily associated with an application.
- ▶ Customizable Execute Menu provides an easy way to access frequently used applications and perform pre-programmed operations on currently selected files.
- ▶ Customizable Quick Menu, instantaneously accessible with the right mouse button, contains the most frequently used commands and keeps track of the execution history of other commands.
- ▶ A number of special commands are provided to make you more productive.
- ▶ FM StepUp allows you to restrict certain features of the File Manager in the same manner as you do for Program Manager. This is particularly valuable for use by corporate system administrators (please refer to README.TXT file for details).
- ▶ Complete context-sensitive help is available from all dialogs. The help file provides a complete user's guide for FM StepUp.
- ▶ FM StepUp is highly customizable. User can control virtually every aspect of the FM StepUp, from choosing its menu name to specifying which dialog boxes to enhance.

The way software should be! (TM)



Benefits

FM StepUp **allows you** to perform various file management operations **easier** and **faster**.

FM StepUp **makes it easy** to create, view and edit files.

FM StepUp **provides you** with unique (or hard-to-find elsewhere) commands.

FM StepUp **saves your time** giving you the opportunity to reuse your commands.

FM StepUp **makes** the right button of your mouse finally **usable**.

FM StepUp **allows you** to restrict the File Manager from performing dangerous or undesirable functions.

After all, FM StepUp **makes** the File Manager an actually **user friendly** application.

The way software should be! (TM)



Getting Started with FM StepUp

Unlike most other Windows applications, FM StepUp is not a stand-alone program: there is no special executable file you would run to start FM StepUp. To use the FM StepUp software, all you need is properly install it, and it will run automatically every time you run File Manager.

Actually, all you need to have FM StepUp work is add a line specifying the full DOS path to file FMSTEPUP.DLL in the [AddOns] section on the WINFILE.INI file. You can do it yourself, if you like, or you can use our convenient SETUP utility included in the package. Just run SETUP.EXE from File Manager or Program Manager, and follow its instructions:

- ▶ If you obtained FM StepUp on a diskette or CD-ROM, you can **quickly take a look** at it **without installing** it onto your hard or network disk. Run SETUP and choose the **Activate** button when prompted. In this case, Setup will just add the above mentioned line to the WINFILE.INI file and won't copy anything to your hard disk. Of course, in this case, you need to have the diskette or CD inserted in the drive while working with File Manager, and it will take much longer to load.
- ▶ If you want to **install** the software onto your hard disk or network drive for permanent use, copy all the FM StepUp files into some directory onto the disk. You can do it yourself or have SETUP do it for you: run Setup, choose the **Install** button when prompted, and then enter the name of the directory where you want the FM StepUp files to be placed. If you already have the files on the hard disk, you don't need to copy the files; instead use the **Activate** button of the Setup utility.
- ▶ If you want to **stop using** FM StepUp, you need to remove the 'FM StepUp=' string from WINFILE.INI file. Again, you can use Setup to do it: choose the **Deactivate** button when prompted. When you decide to return to using FM StepUp again, run Setup and choose **Activate**. On the other hand, if you, to our regret, decide to remove FM StepUp from your system permanently, all you need to do is choose Deactivate from the Setup prompt and then delete all the FM StepUp files from your hard disk. Please [click here](#) for more information on uninstalling FM StepUp.
- ▶ The Setup utility assumes that all the FM StepUp files are in the directory where SETUP.EXE is. If you have a number of the FM StepUp file sets in different locations (on a CD and on your hard disk, for example), you can manipulate them via running their own SETUP.EXE files.

After the installation is complete, you can immediately start using File Manager enhanced with FM StepUp. The first time when you run it, FM StepUp will display a registration reminder, and the 'About FM StepUp' screen will read 'Unregistered copy'. **If you have registered** your copy and obtained your personal Registration Code from us, you may use it to **remove** the registration **reminder** from the screen and **put your name** in the About FM StepUp screen. To do this, choose **Register** from the StepUp menu of File Manager and when a dialog box pops up, enter your name (exactly as it appears in your Registration Acknowledgment) and the Registration Code.

If the automatic installation fails for any reason, you may install FM StepUp **manually** as follows:

1. Create a directory on your hard disk for FM StepUp, say C:\FMSTEPUP, and copy all the files from the FM StepUp installation disk into that directory. If you obtained the FM StepUp files compressed in an archive, extract all the files from it.

2. Open file WINFILE.INI for editing (using Notepad or any other text editor). This file is located in the WINDOWS directory on your hard disk (or directory you specified when installing Windows). Please note: the file you need is **WINFILE.INI**, *not* WIN.INI.

Find the section [AddOns] in this file and place the following string right after the string [AddOns]:

FM StepUp=C:\FMSTEPUP\FMSTEPUP.DLL

(or specify the directory you copied the FM StepUp's files in, if other than FMSTEPUP).

The resulting portion of the winfile.ini should look like this:

```
...  
[AddOns]  
FM StepUp=C:\FMSTEPUP\FMSTEPUP.DLL  
...
```

(... means other lines of the file). Save the file.

3. If File Manager is running, close it, and then run it again.

If the installation has been completed successfully, you should see a new menu item, **StepUp**, among the other items of the File Manager's main menu . If you cannot see the **StepUp** item in the main menu of File Manager, an error has occurred. Please verify that you have done all the steps above, and, in particular, specified the correct path in the [AddOns] section of the WINFILE.INI file.



Technical Support

Registered users of FM StepUp are entitled to FREE technical support for the first 90 days from the date of registration. *This does not mean that you may not ask questions after that period or if you have not registered yet, however, we cannot guarantee that all such questions will be answered.*

Please, (PLEASE!) check the on-line Help and other documentation first. Our experience shows that about 9 out of 10 questions have been already answered in the documentation.

If you cannot find the answer there, or have a suggestion on how to improve FM StepUp, we will be glad to hear from you.

Our experience shows that due to the oftentimes complex technical nature of FM StepUp or Windows configurations, technical support by phone is not the most effective and almost always results in a request for follow-up information. Please use one of the following channels and send us a detailed description of your problem.

e-mail:

CompuServe: **74634,2173**

Internet: **74634.2173@compuserve.com**

BBS :

(207) 947 - 0016 (Evergreen BBS, 14.4K)

Login under your real name, please leave a message in the "Chaosoft Support" area.

snail mail:

Technical Support
ChaoSoft
P.O.Box 43
Old Town, ME 04468-0043
U.S.A.



Upgrades, updates ...

ChaoSoft frequently updates its products. There are various kinds of updates, including Major upgrades, minor updates, and bug-fix updates.

Updates for FM StepUp are FREE - subject to only our reasonable shipping and handling charges. This means that you will be able to use the same Registration Code to register an updated copy for your use (this applies only to updates of FM StepUp released for Windows versions 3.1 or 3.11 (or other similar versions) and does NOT apply to versions of FM StepUp we may port to other operating systems in the future (Windows 95, Windows NT, etc.)). As we are not in the disk selling business, you may find that shareware vendors specializing in disk sales can easily sell disks cheaper than we can. On the other hand, we always have the most recent versions of our software. If you want (by whatever reason) to make sure that you have the latest version of the program and/or documentation, you can order them directly from us. Please use an order form that can be found in REGISTER.TXT file.

You can also obtain a minor or bug-fix update from other sources (such as FTP sites, your local BBS, or a shareware disk vendor). In this case, of course, there is no charge from us, however, you will probably have to pay the on-line service or disk vendors fees.



What do you get when you register

When registering your copy of FM StepUp, you enable us to further improve our products and develop new ones of the same high quality. We believe that Shareware is the future of software industry and when you register our products you vote with your pocketbook for this future -- high quality software at low cost.

In addition, you will receive:

- ▶ Your personal Registration Code, allowing you to put your name in the 'About FM StepUp' screen and remove the registration reminder from the File Manager's window.
- ▶ The privilege to upgrade to new versions of FM StepUp, FREE!
- ▶ Free customer support for the first 90 days beginning from the date of registration.
- ▶ Disk with the latest version of FM StepUp and other Chaosoft products.
- ▶ FREE BONUS: a 800x600x256, 3-dimensional, ray-traced (very impressive!) *.bmp image of ChaoSoft's logo (can be used as wallpaper on your Windows desktop).



How to register FM StepUp

You may register FM Toolbar with a **check, Eurocheck, or money order** (we accept US, Canadian, and Australian dollars as well as British pounds).

You may register it with a major **credit card** (VISA, MC, AmEx, Discover).

You may register FM Toolbar **on-line** via CompuServe.

You may send us US **currency**.

You may even not send payment right now and ask us to **bill you later!**

► Please choose the 'StepUp - Register' command from main menu of File Manager and follow the instructions. Thank you!

Orders within the USA are shipped through USPS, first class.

International orders are shipped via Airmail. To reduce possible customs taxes (if any), the contents of the package will be described as follows: "Diskette; Letter", that almost never is taxed.



Menus and Commands

FM StepUp provides additional commands to File Manager, increasing its capabilities. Most of these commands can be accessed through the 'StepUp' submenu, which is added automatically to the standard File Manager menu bar.

- ▶ Relative position of the StepUp submenu within the menu bar depends on how many File Manager extensions you are using and the position of the FM StepUp extension declaration in the [AddOns] section of the File Manager's configuration file (WINFILE.INI).
- ▶ You may specify another name for the FM StepUp's submenu in the File Manager menu bar using command [Preferences](#).

The following commands are available in the StepUp submenu:

New File

creates a new file using the [default editor](#)

View File

runs the [default viewer](#) with the currently selected file as an argument

Edit File

runs the [default editor](#) with the currently selected file as an argument

Execute

opens the [Execute Menu](#)

Special

opens submenu with [special commands](#)

Preferences

allows you to [customize](#) FM StepUp

Register

runs the REGISTER.EXE utility allowing one to automatically fill in and print an order form or enter your personal Registration Code for FM StepUp

Help

opens on-line Help for FM StepUp

About

displays version and registration information about FM StepUp



Quick Menu

Quick Menu is a convenient way to access and execute frequently used commands of File Manager. Quick Menu is displayed when you click with the **right** mouse button within the client area of the File Manager's window.

Top portion of the Quick Menu contains a fixed set of commands. Use the FM StepUp command Preferences to change the set of commands available in this part of the Quick Menu.

► Quick Menu may contain any command of File Manager, as well as the additional commands provided by FM StepUp and other extenders, including your own commands placed into the Execute Menu.

Bottom portion of the Quick Menu contains the history list of the commands used. Any command, no matter how it is accessed (through regular File Manager menu or Quick Menu) which is not already included in the top portion of the Quick Menu, is placed into the history list.

► You can change the size of the history list in the Quick Menu in the same way as you would for any other history list provided by FM StepUp: use the FM StepUp command Preferences.



Execute Menu

Execute Menu is a set of commands represented by a pop-up menu easily accessible through the FM StepUp command **Execute**.

Each item of this submenu may represent a Windows application or a DOS program which you want to be easily accessible directly from File Manager. It may also be a **generic command** to be performed over the currently selected file in the File Manager's Directory window.

Initially, after installing FM StepUp, the Execute Menu already contains a number of useful items:

Control Panel

to launch the Windows Control Panel from the File Manager;

Clipboard

to run the Windows Clipboard viewer;

DOS Prompt

to start a DOS session from the File Manager;

PIF Editor

to run the PIF Editor;

UnZip

to run the PKUNZIP utility for the currently selected file (assuming it's a ZIP archive);

Note: to use this command, you need to have that utility already installed in your system, it's not supplied with FM StepUp!

UnArj

to perform the 'ARJ x' command for the currently selected file (assuming it's an archive produced by the ARJ utility);

Note: to use this command, you need to have that utility already installed in your system, it's not supplied with FM StepUp!

Print DIR

to perform the 'DIR /O:N > PRN' command for the currently window of File Manager and, therefore, to print out the directory listing on your printer;

Note: not all the switches of this command may be supported by the version of DOS installed on your computer, you may also wish to modify the command to better suit your needs. Please consult your DOS user's manual for details.

Print TREE

to perform the 'TREE /A > PRN' command for the currently window of File Manager and, therefore, to print out the directory tree on your printer;

Note: not all the switches of this command may be supported by the version of DOS installed on your computer, you may also wish to modify the command to better suit your needs. Please consult your DOS user's manual for details.

► To remove any of the above items from the Execute Menu, or to add new items to it, you can use the FM StepUp command [Preferences](#).



Special Commands

FM StepUp provides a number of unique or hard-to-find commands accessible through the FM StepUp command **Special**:

Total Size

calculates the total length and space occupied for all the files and directories, currently selected in the File Manager's window, **including all the subdirectories**. The directory to be analyzed may be selected in either Directory or Tree window of the File Manager;

Change Date/Time

changes the date and/or time of the selected files;

Run DOS Program

terminates Windows, runs a specified DOS program, and then restarts Windows. This command is convenient to run DOS applications that are incompatible with Windows.

Run Screen Saver

launches the default Windows Screen Saver (usually specified with Control Panel) any time you want to leave your machine (if you're using a screen saver with password protection - you don't have to wait 5 min. to activate it!);

Return to DOS

quickly ends a Windows session and returns control to DOS. Any running application with unsaved changes will ask for confirmation before closing.

Restart Windows

exits and restarts Windows. Any running application with unsaved changes will ask for confirmation before closing. The restart process is identical to completely exiting Windows and restarting it from the DOS prompt. This command is convenient, for example, to activate any changes to your SYSTEM.INI or WIN.INI files.

Reboot System

completely restarts your computer. Any running application with unsaved changes will ask for confirmation before closing. The reboot process is identical to turning the power off and back on or pressing the reset button on your computer. This command is convenient, for example, to activate any changes to your CONFIG.SYS or AUTOEXEC.BAT files.



Dialog Boxes

FM StepUp processes and updates in one way or another a number of standard dialog boxes of File Manager. You may prevent FM StepUp from processing any of the dialog boxes through the FM StepUp command Preferences.

- ▶ Almost **all the edit boxes** of the dialog boxes are provided with **history lists that** keep track of the text you typed into edit areas. With FM StepUp you are able to recall any of them and edit it, if necessary, without typing all the text from scratch.
- ▶ The following dialog boxes: **Move**, **Copy**, and **Copy Disk**, are provided with **Verify** check boxes which enable you to easily set the verify mode on or off (with the same effect as entering command VERIFY ON/OFF at the DOS command prompt) before performing the operations.
- ▶ The **Run** dialog box is supplied with two additional buttons, **Command** and **Argument**, allowing you to browse your disks and choose a file to run or supply its filename as an argument for the command line.
- ▶ The **Move** and **Copy** dialog boxes are provided with an additional button, **Browse**, in case you forgot the name of the directory to copy/move the files in.
- ▶ The **Print** dialog box is now provided with the **Copy to PRN** option allowing you to quickly print out plain text files, not necessarily associated with applications, or binary files obtained with using the 'Print to file' (or similar) option provided by many applications. When you are using this mode for printing, you may also find handy the **Eject** check box, allowing you to specify whether to eject the last page or not (convenient for some models of printers) and edit box **Copies**, where you can specify the number of copies to print.

For more detailed information on each particular dialog box, open it with the corresponding File Manager command and press the Help button.



FM StepUp does not work. Why?

Probably, because of incorrect installation. Please try the following:

- ▶ Verify that FMSTEPUP.DLL, FMSUKERN.DLL, and FMSTEPUP.HLP files have been copied into the directory you specified when installing FM StepUp. If not, find out the reason (maybe the disk is write-protected?)
- ▶ Make sure that:
 - the section [AddOns] in the WINFILE.INI file contains the string **FM StepUp=...**,
 - the first character of the string is not a semicolon (;)
 - the string after the = sign points to the actual location of the FMSTEPUP.DLL file.
- ▶ If you have other File Manager extenders installed, make sure you have no more than 4 (for Windows 3.1) or 5 (for Windows for Workgroups 3.11) of them active, including FM StepUp. Try to rearrange the order in which they are listed in the [AddOns] section of the WINFILE.INI file.
- ▶ Make sure you have restarted the File Manager after installation. The FM StepUp comes to play only since new session of the File Manager!
- ▶ Check out the file FMSTEPUP.INI in your WINDOWS directory and make sure it's not corrupted for some reason. It's safe to delete it, because FM StepUp will restore its default configuration during the next File Manager session and create a new file FMSTEPUP.INI. For the best result, close File Manager, open MS-DOS command prompt window, and delete the file with the command:

```
del c:\windows\fmstepup.ini
```

Then return to Windows (enter 'exit' at the command prompt) and run File Manager.

- ▶ If you've done everything, but FM StepUp is **still** not working (there is no **StepUp** item in the File Manager's menu bar), please, find a minute to drop us a line with the description of the problem, including information on DOS and Windows versions running on your computer. We will try to find the reason.



Can I use FM StepUp and other File Manager extenders simultaneously?

Sure. There should be no conflict between FM StepUp and other extenders. If there is, try rearranging the lines in the [AddOns] section of the WINFILE.INI file. And remember, there should be no more than 4 (if you are using plain Windows) or 5 (in case of Windows for Workgroups) extenders active at the same time. If you have them more than that number, comment out some of them (i.e. place a semicolon (;) in front of each line of the section [AddOns] corresponding to an extender you don't want to be used. Which ones you choose to keep active is up to you!)



Windows cannot find FM StepUp Help file. What to do?

Make sure that the file FMSTEPUP.HLP is in the same directory as FMSTEPUP.DLL.



FM StepUp cannot produce 3D effects. What can be the reason?

FM StepUp uses Microsoft's library CTL3D.DLL to produce the 3D effects when displaying dialog boxes. Make sure the file CTL3D.DLL is in the Windows SYSTEM directory (or, if running on a networked Windows installation, in the WINDOWS directory). If not, find out why. Be sure not to overwrite the newer version of this file, if you have one.



How do I put the new icon for File Manager in the Program Manager group?

That's easy:

- a. Activate the Program Manager window and open the group containing the item 'File Manager' (usually it's the Main group).
- b. Highlight the File Manager item (for example, click it with the mouse), and choose File | Properties from the Program Manager main menu (or press Alt+Enter keys);
- c. In the 'Properties' dialog box click the 'Change Icon...' button and when the 'Change Icon' dialog pops up, enter the full path and name of the FM StepUp executable, FMSTEPUP.DLL, into the 'File Name' field. For instance, if you have installed FM StepUp into the directory C:\FMSTEPUP (default), enter the following string:

C:\FMSTEPUP\FMSTEPUP.DLL

If you're not sure about the correct path, click the 'Browse' button and search for the file FMSTEPUP.DLL.

- d. The new icon should appear in the left-bottom corner of the 'Change Icon' dialog. Click 'OK', then 'OK' again and enjoy.

Note: if you decide someday to bring the old icon back, do the same steps, but enter the path and name of the File Manager's executable in the 'File Name' field of the 'Change Icon' dialog box, for example

C:\WINDOWS\WINFILE.EXE

(the path may be different in your system).



Can I change the name **StepUp** in the menu bar to something else?

Yes. Choose the FM StepUp command Preferences and enter the new name in the edit box **Menu Name**. Place the **&** sign right before the letter you want to be underlined in the menu bar and used as a 'menu activation key'.

For instance, if you want to use the word **SuperDuper** to represent FM StepUp's submenu in the File Manager's main menu, and you want to use the key **u** as a shortcut, enter the following string:

S&uperDuper

or

SuperD&uper

Now click OK and enjoy!



Will I be able to use FM StepUp with Windows 95?

"... [Windows 95] will enable them [users] to continue running their current Program Manager and File Manager configurations..."

Source: Chicago Q & A, Microsoft, December 1993.

"[Windows 95] includes the Windows 3.1 File Manager and Program Manager... With minimal changes in appearance, the Program Manager and the File Manager run on [Windows 95] and are easily accessible via the Start button."

Source: Microsoft Windows "Chicago" Reviewer's Guide, May 1994.



How do I uninstall FM StepUp?

Quick way: run FM StepUp Setup (i.e. file SETUP.EXE in the FM StepUp directory) and choose the **Deactivate** button when prompted. To return to using FM StepUp later on, run Setup and choose **Activate**. Note that Setup does not delete any files from your disk; if you want to, you need to delete them yourself (see below).

You can prevent File Manager from loading FM StepUp by simply commenting out the 'FM StepUp=...' entry in the [AddOns] section of the WINFILE.INI file in your WINDOWS directory (i.e. placing a semicolon (;) as the very first symbol of the line starting with the words 'FM StepUp='). By doing so, you may return to using FM StepUp at anytime later by restoring the string to its original appearance without going through the reinstallation process again. You can do this procedure with any text file editor, for example, Notepad.

If, to our regret, you decide to stop using FM StepUp and remove it from your system permanently, please follow these steps:

1. Run the Setup utility from the FM Setup installation disk (or from directory where FM StepUp is installed). If SETUP detects the presence of FM StepUp in your system, it gives you a chance to **Deactivate** it. In this case, Setup removes the 'FM StepUp=...' entry from WINFILE.INI. It does not delete any files described below, you should remove them from your system yourself. Alternatively, you may perform this step manually by opening WINFILE.INI for editing and deleting the line starting with the words 'FM StepUp=' in the section [AddOns].
2. Delete all the files from the directory on your hard disk where you installed FM StepUp (C:\FMSTEPUP by default), as well as the directory itself, if you wish.
3. Delete file FMSTEPUP.INI (**not** WINFILE.INI !) in your WINDOWS directory.
4. Delete program group 'FM StepUp' using Program Manager, if any.
5. You may also delete files CTL3D.DLL and CHAOSOFT.INI from your WINDOWS or SYSTEM directory, however, be aware that they may be used by other programs, not related to FM StepUp.

We hope you will change your mind!



How do I get updates and upgrades to the FM StepUp?

If file FMSTEPUP.DLL from your copy of the FM StepUp is one or two months old, then there probably is a newer version of the program and you may obtain it directly from us. Please use an order form from REGISTER.TXT file of the FM StepUp package.

Alternatively, you may use the following channels to get the latest version of FM StepUp:

FTP: **ftp.std.com**, directory **/vendors/ChaoSoft**, file **fmstep*.zip**

BBS: **(207)947-0016**, (Evergreen BBS, 14.4K)
go to file area "Chaosoft Software", search for file **FMSTEP*.ZIP**

CIS: forum **WINSHARE, LIB 2** (File Apps/Utils), search for file **FMSU*.ZIP**

AOL: keyword **Windows**, software library 'Utilities', folder 'File and Disk Management'.

We also upload the program to other on-line services, BBSes, and FTP sites, including:

FTP site	Directory
garbo.uwasa.fi	windows/util
oak.oakland.edu	pub/win3/fileman
ftp.cica.indiana.edu	pub/pc/win3/util
wuarchive.wustl.edu	/pub/MSDOS_UPLOADS/win

If you are a registered user, we will notify you personally about new **major** releases of the program.



How to make my viewer/editor find files?

If the application you are using as the default viewer or editor fails to find the currently selected file when you are issuing the **View File** or **Edit File** command, you need to correct the command line template for the viewer or editor in the Preferences dialog box. Make it look like:

d:\mydir\myviewer !:\!.

(of course, you need to supply your own correct path and filename for the application). The argument **!\!.** will cause the complete file name, including disk and path, of the currently selected file be passed as an argument to the viewer or editor.

Default Viewer

The application used to **view** the contents of a file. The file to be viewed may be not associated with any other application.

By default, the Windows Notepad is assigned as the default viewer. To change the default viewer, use the FM StepUp command [Preferences](#).

Default Editor

The application used to **edit** the contents of a file. The file to be edited may be not associated with any other application.

By default, the Windows Notepad is assigned as the default editor. To change the default editor, use the FM StepUp command [Preferences](#).



How do I prevent the About screen from showing up on start-up

If you don't want the "About FM StepUp" screen to be displayed each time you run File Manager, enter the following line in the [Preferences] section of the file FMSTEPUP.INI (search for it in your WINDOWS directory):

```
ShowAboutOnStart=0
```

This option has **no** effect on unregistered copies of FM StepUp.



Command Line Template

The text specifying a command line (name of an application and optional parameters) to be used as a template for generating an actual command line when starting the default viewer or editor, or when choosing a command from the Execute Menu. All the characters from the template are transferred into the command line to be executed without modifications, except the following combinations of characters, which have special meaning and are used to represent a file currently selected in the File Manager window:

priority	character	meaning
	S	
1	!!	! (exclamation sign)
1	!:	disk letter followed by a semicolon the selected file is located on
1	!\	directory name (including leading and trailing backslashes) the selected file is located in
2	.!	dot and extension of the selected file
2	,!	extension of the selected file, without the leading dot
3	!	name of the selected file

When parsing a template and an exclamation character is encountered, an attempt to find a character combination of the **1st priority** is first made, and the corresponding substitution is performed, if found. If none of the 1st priority combinations is recognized, an attempt is made to recognize one of the **2nd priority** combinations. If no matching combination is found, the exclamation sign is replaced with the name of the currently selected file. For example, the **!:** combination will be parsed as **.(!:**) and replaced with **.C:** (where C is the name of the current drive), whereas the combination **!-** will be parsed as **(.!)-** (since **!-** is not a special character combination) and will be replaced with **.ext-**, where **ext** is the extension of the currently selected file.

Examples:

If the current File manager window displays the directory **C:\APP**, and the selected file is **README.NOW**, then the command **View File** will execute the following command (depending on the command line template specified in the **Viewer** area of the Preferences dialog):

command line template:	command executed:
notepad.exe !:	notepad.exe readme.now
C:\WINDOWS\NOTEPAD !:	C:\WINDOWS\NOTEPAD readme.now
myviewer -a -b !:\!:\! -c -d	myviewer -a -b c:\app\readme.now -c -d



Preferences

Use this command to customize FM StepUp. The **Preferences** dialog box has the following areas:

Viewer

command line template specifying the default viewer

Editor

command line template specifying the default editor

Note: Use the **Browse** button to find the application to be used as the viewer or editor on a disk. The name of the file found will replace the name of the file in the **Viewer** or **Editor** box, whichever was the last used.

Ignore Associations

Use this check box to set the desired behavior of FM StepUp when you are choosing the **New File** command or trying to **View** or **Edit** an associated file. If the box is

unchecked

the default viewer and editor are not used with the associated files. The associated application is used instead.

checked

the default viewer and editor are always used, even with associated files.

grayed

you will be prompted to use an associated application, if any, to view or edit a file.

The above settings affect also the printing of associated files when using the **Copy To PRN** mode.

Dialogs

choose this button to set up the processing of the standard **dialog boxes** of File manager.

Quick Menu

choose this button to customize Quick Menu

Execute Menu

choose this button to customize Execute Menu.

Menu Name

use this area to change the **StepUp** name in the File Manager's menu bar.

History Size

maximum size of the history lists, both for dialog boxes and Quick Menu.

New Icon

check this box if you want FM StepUp to display an updated icon when File Manager is minimized.



Dialog Boxes

Use this dialog box to specify the processing and appearance of the standard File Manager's dialog boxes by FM StepUp. It has the following areas:

Add-ons

select the check boxes in this area for those dialog boxes of File Manager which you want to be modified by FM StepUp (by maintaining **history lists**, **Verify** check boxes, etc.).

▶ You can set up the processing of individual dialog boxes only if the **All Dialog Boxes** check box is in the grayed state.

▶ Dialog boxes **Copy Disk** and **Make System Disk** are used only if there are more than one floppy drive available in your system.

3D effects

select this check box if you want FM StepUp to produce 3D effects (like Excel and some other applications do) when displaying any of the File Manager or FM StepUp dialog boxes.

Extended UI

select this check box if you want FM StepUp to use the extended user interface for history lists.

Extended User Interface

The extended user interface (for history lists only) differs from the default user interface in the following ways:

- ▶ Clicking the static control (if any) displays the list box.
- ▶ Pressing the DOWN ARROW key displays the list box (F4 is disabled).
- ▶ Scrolling in the static control is disabled when the item list is not visible (the arrow keys are disabled).



Customize Quick Menu

Use this dialog box to customize Quick Menu:

Available Commands

list of all available commands, not included in Quick Menu.

Quick Menu

list of commands currently included in Quick Menu.

Add/Remove

use these buttons to add items to Quick Menu or remove them from it.

Move Up/Move Down

use these buttons to change the order of commands in Quick Menu.

Include Command History

select this check box if you want FM StepUp to show the list of previously used commands as the bottom part of the Quick Menu. Use the **History Size** area of the Preferences dialog box to change the size of the list.

Use Right Button to Select Commands

select this check box if you want to use the right button of mouse to choose commands from Quick Menu.

Enable Quick Menu

Uncheck this box if you want to disable Quick Menu.

Centered

Check this box if you want Quick Menu to appear on the screen centered horizontally in respect to the mouse cursor, if possible.

Reset

Choose this button to reset the contents of Quick Menu.



Customize Execute Menu

Use this dialog box to insert, modify, or delete menu items which can be selected in the FM StepUp menu, under the **Execute** menu item. The dialog box has the following areas:

Execute Menu

List of the currently available commands as they appear in the Execute Menu. To modify the currently selected item choose the **Modify** button.

Command Line

The command line corresponding to the menu item selected in the Execute Menu list. To modify the command line use the **Modify** button.

Add

Choose this button to add a new item to the Execute menu.

Modify

Choose this button to change the name or command line of an existing item of the Execute menu.

Remove

Choose this button to delete an item from the Execute menu.

Separator

Choose this button to add a separator to the Execute menu.

Move Up/Move Down

use these buttons to change the order of commands in the Execute Menu.

Reset

Choose this button to reset the contents of the Execute Menu.



Modify Menu Item

Use this dialog box to modify any existing item of the **Execute Menu**. The dialog box has the following areas:

Item

The text to appear under the Execute Menu. Put an ampersand (&) before the letter you want to be underlined in the menu.

Command Line

The command line template specifying the command line to be executed when selecting the command from the Execute Menu.



Print

The Print dialog box, updated by FM StepUp, has the following areas:

Print

This box shows the name of the file to print.

- ▶ To print a different file, type its name in this box. If the file is not in the current directory, include the path.

Copy to:

- ▶ Select this check box if you want to directly print the file to the default printer, bypassing the associated application, if any. Use this option to print plain ASCII files, or files obtained using the **Print To File** mode provided by some applications.

- ▶ device **PRN** corresponds to the **LPT1** port.

Hint: if you are using one of the **COMn** ports, you may specify the size of the transmission queue placing a string **PRN.Queue=nnnn** (4096 by default) in the **[Preferences]** section of **FMSTEPUP.INI** file. And don't forget to restart File Manager!.

Eject Page

- ▶ Select this check box if you want the printer to automatically eject the last page of the printout. If more than 1 copy specified (see below), the page will be ejected after each one. This option has no effect when the **Copy to:** check box is unchecked.

Copies

- ▶ Specify the number of copies you want to print here. This option has no effect when the **Copy to:** check box is unchecked.

Note: If you are **not** using the **CopyTo** mode, the file must be associated with an application. The way of processing the files associated with an application **when using** the **Copy To** mode can be changed through the **Ignore Associations** check box in the **Preferences** dialog box.



Run

The Run dialog box, updated by FM StepUp, has the following areas:

Command Line

This box displays the file to be processed by an associated application, or the command line to be executed, i.e. the application's executable file with optional path or parameters.

- ▶ If a program file or document file is not selected, or if you want to start a different application, type the MS-DOS command and path.
- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

Run Minimized

Select this check box if you want the application to be reduced to an icon as soon as it starts.

Program

Use this button to find the file to run. It will be placed in front of the text currently entered into the Command Line box.

Argument

Use this button if you want to find a file to be processed by the application and append its name and path as an argument to the end of the command line.



Copy

The Copy dialog box, updated by FM StepUp, has the following areas:

From

This box shows the currently selected file or directory.

- ▶ To copy a different file or directory, type its name in this box. If the file is not in the current directory (listed at the top of the dialog box), include the path.
- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

To

Type the name of the destination directory in this box. If the directory is not a subdirectory of the current directory, include the path.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by the FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.
- ▶ If you are copying a file to the current directory (listed at the top of the dialog box), you do not need to fill in the **To** box.

Copy To Clipboard

Use this option to copy the file onto the Clipboard so that you can paste, link, or embed it into another file.

Browse

Use this button if you want to browse the disks to choose the destination directory.

Verify

Select this check box if you want MS-DOS to verify that your files are written correctly to a disk (like entering **VERIFY ON** at the DOS command prompt).



Rename

The Rename dialog box, updated by FM StepUp, has the following areas:

From

This box shows the currently selected file or directory.

- ▶ To rename a different file or directory, type its name in this box. If the file is not in the current directory, include the path. If you want to rename a group of files, use wildcards; for example, *.TXT.
- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

To

the new name of the file or directory (the new name must not already exist in the directory).

- ▶ If the file or directory is not in the current directory, include the path. However, you cannot specify a different directory to move the file to. If you are renaming a group of files, use wildcards; for example, *.TXT.
- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by the FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.



Move/Rename

The Move dialog box, updated by FM StepUp, has the following areas:

From

This box shows the currently selected file or directory.

- ▶ To move a different file or directory, type its name in this box. If the file is not in the current directory (listed at the top of the dialog box), include the path.
- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

To

Type the name of the destination directory in this box. If the directory is not a subdirectory of the current directory, include the path.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.
- ▶ If you are moving a file to the current directory (listed at the top of the dialog box), you do not need to fill in the To box.
- ▶ To rename the file when you move it, type the new name in the **To** box.

Browse

Use this button if you want to browse the disks to choose the destination directory.

Verify

Select this check box if you want MS-DOS to verify that your files are written correctly to a disk (like entering **VERIFY ON** at the DOS command prompt).



Create Directory

The Create Directory dialog box, updated by FM StepUp, has the following area:

Name

In this box, type the name of the new directory. If you don't want this directory to be in the current directory, include the path.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.



Search

The Search dialog box, updated by FM StepUp, has the following areas:

Search For

Type the name of a file to search for in this box. Use wildcards to specify a group of files; for example, *.TXT.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

Start From

Type the name of a directory to start the search from in this box.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated the FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

Search All Subdirectories

Select this check box if you want to search all the subdirectories of the directory listed in the **Start From** box.



Select Files

The Select Files dialog box, updated by FM StepUp, has the following area:

File(s)

Type a filename, or use wildcards to specify a group of files you want to select, and then choose the **Select** button. Repeat this step as necessary to select more files.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

If you want to cancel any of the selections you have made, specify the file or files in the **File(s)** box, and then choose the **Deselect** button.

When you finish making your selections, choose the **Close** button.



Copy Disk

The Copy Disk dialog box, updated by FM StepUp, has the following areas:

Source In

Select the letter of the drive you want to copy from.

Destination In

Select the letter of the drive you want to copy to.

Verify

Select this check box if you want MS-DOS to verify that your files are written correctly to a disk (like entering **VERIFY ON** at the DOS command prompt).



Label Disk

The Label Disk dialog box, updated by FM StepUp, has the following area:

Label

Type the new volume label in this box. The label can contain up to 11 characters.

- ▶ Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.



Format Disk

The Format Disk dialog box, updated by FM StepUp, has the following areas:

Disk In

the drive in which to format the floppy disk

Capacity

the capacity of your floppy disk drive

Label

Type the new volume label in this box. The label can contain up to 11 characters.

► Click the down arrow in the square at the right to see the history of commands accumulated by FM StepUp. You can recall any of the previously entered strings and modify it, if necessary.

Make System Disk

Select this check box if you want to include system files on the disk you are formatting. A system disk contains the MS-DOS files necessary to start your system.

Quick Format

Select this check box if you want to perform a quick format on a previously formatted disk. Use this option only for a disk that doesn't have errors (bad sectors).



Make System Disk

The Make System Disk dialog box, updated by the FM StepUp, has the following areas:

Copy System Files To

Specify which drive you want to use to create the system disk.

Verify

Select this check box if you want MS-DOS to verify that your files are written correctly to a disk (like entering **VERIFY ON** at the DOS command prompt).



To Directory

Use this dialog box to choose the directory you want to copy/move the files to.

► To choose a directory, **double-click** it in the list box. The area **Directory** contains the string to be inserted into the **To** area of the Copy/Move dialog after choosing **OK** button.



New File

Use this dialog box to specify name of the file to be created. The New File dialog box has the following area:

Create the file

the name of file you want to create.



New Date & Time

Use this dialog box to change the last modification date and/or time of the selected **files** (not directories!).



Run DOS Program

Use this command to terminate Windows, run a DOS program specified in the field **Command Line**, and then restart Windows.

This command is convenient to run DOS applications incompatible with Windows.

- ▶ You can execute **EXE**, **COM**, and **BAT** files in this way.
- ▶ Use button **Browse** to find a program on your disk.

[Click here](#) for a hint!



Can I make a copy for a friend?

Yes! It's legal to make copies of this software (even if you have registered it) and give it to others! It's shareware, which means: share it! If you like this software, show it to your friends and associates, let them know about it, too!

However, all the files should be distributed together, in UNMODIFIED form. And you may NOT share your Registration Code (if you've obtained it from us) with anybody. Please consult the full text of your License Agreement in the VENDINFO.DIZ file for details.



The 'Run DOS Program' command does not work. Why?

Some DOS programs need other programs (drivers) to run, or they change current directory to one that contains the main module of the program, or they place specific variables into the DOS environment, etc.

The Run DOS Program command simply runs the specified file. If that's not sufficient, you may need a *.BAT file that contains all the necessary commands. Use the 'Run DOS Program' command to run this *.BAT file.

For instance, to run DOOM.EXE this way, you need to set up the current directory before starting DOOM.EXE. To prepare the BAT-file, open Notepad and type in the following three lines:

```
C:  
cd \DOOM  
DOOM.EXE
```

(we assume here that DOOM is installed on the drive C in the directory \DOOM\). Now save the file as WINDOOM.BAT. The next time you want to run DOOM using the **StepUp | Run DOS Program** command, specify WINDOOM.BAT as the file to run.



What is Shareware? What is the ASP?

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Some Definitions

You've probably heard the terms "public domain", "freeware", "shareware", and others like them. Your favorite BBS or disk vendor probably has many programs described by one or more of these words. There's a lot of confusion about and between these terms, but they actually have specific meanings and implications. Once you understand them, you will have a much easier time navigating the maze of programs available to you, and understanding what your obligations are, or aren't, with each type of program.

Let's start with some basic definitions.

Public domain has a very specific legal meaning. It means that the creator of a work (in this case, software), who had legal ownership of that work, has given up ownership and dedicated the work "to the public domain". Once something is in the public domain, anyone can use it in any way they choose, and the author has no control over the use and cannot demand payment for it.

If you find a program which the author has explicitly put into the public domain, you are free to use it however you see fit without paying for the right to use it. But use care - due to the confusion over the meaning of the words, programs are often described by authors as being "public domain" when, in fact, they are shareware or free, copyrighted software. To be sure a program is public domain, you should look for an explicit statement from the author to that effect.

Copyrighted is the opposite of public domain. A copyrighted program is one where the author has asserted his or her legal right to control the program's use and distribution by placing the legally required copyright notices in the program and documentation. The law gives copyright owners broad rights to restrict how their work is distributed, and provides for penalties for those who violate these restrictions. When you find a program which is copyrighted, you must use it in accordance with the copyright owner's restrictions regarding distribution and payment. Usually, these are clearly stated in the program documentation.

Maintaining a copyright does not necessarily imply charging a fee, so it is perfectly possible and legal to have copyrighted programs which are distributed free of charge. The fact that a program is free, however, does not mean it is in the public domain - though this is a common confusion.

Shareware is copyrighted software which is distributed by authors through bulletin boards, on-line services, disk vendors, and copies passed among friends. It is commercial software which you are allowed to use and evaluate before paying for it. This makes shareware the ultimate in money back guarantees.

The Shareware Concept



The Shareware Concept

Most money back guarantees work like this: You pay for the product and then have some period of time to try it out and see whether or not you like it. If you don't like it or find that it doesn't do what you need, you return it (undamaged) and at some point - which might take months - you get your money back. Some software companies won't even let you try their product! In order to qualify for a refund, the diskette envelope must have an unbroken seal. With these "licensing" agreements, you only qualify for your money back if you haven't tried the product. How absurd!

Shareware is very different. With shareware you get to use it for a limited time, without spending a penny. You are able to use the software on your own system(s), in your own special work environment, with no sales people looking over your shoulder. If you decide not to continue using it, you throw it away and forget all about it. No paperwork, phone calls, or correspondence to waste your valuable time. If you do continue using it, then - and only then - do you pay for it.

Shareware is a distribution method, NOT a type of software. Shareware is produced by accomplished programmers, just like retail software. There is good and bad shareware, just as there is good and bad retail software. The primary difference between shareware and retail software is that with shareware you know if it's good or bad BEFORE you pay for it.

As a software user, you benefit because you get to use the software to determine whether it meets your needs before you pay for it, and authors benefit because they are able to get their products into your hands without the hundreds of thousands of dollars in expenses it takes to launch a traditional retail software product. There are many programs on the market today which would never have become available without the shareware marketing method.

The shareware system and the continued availability of quality shareware products depend on your willingness to register and pay for the shareware you use. It's the registration fees you pay which allow us to support and continue to develop our products.

Please show your support for shareware by registering those programs you actually use and by passing them on to others.

Shareware is kept alive by YOUR support!

The Virus Problem



The Virus Problem

We've all heard the horror stories about computer viruses. Unfortunately, we have also heard lots of conflicting statistics and opinions. When it comes to the virus problem there is a lot of confusion among users and even developers.

The sad truth is that some unscrupulous publishers of anti-virus products are using half-truths, overdramatizations, and outright fabrication to promote sales of their products. They delight in manipulating statistics to support their marketing efforts. While not illegal, these snake-oil tactics are certainly not ethical.

To make matters worse, the media has frequently promoted the misinformation promulgated by these unscrupulous individuals rather than the straight facts. While the misinformation may be more interesting than the actual facts, the media is not doing the computer industry any favors by spreading inaccurate information. To be fair, many newspapers, magazines, and news networks are beginning to realize which "virus experts" are reliable and which "experts" say whatever is in their own best interest.

One of the most interesting myths that has been promulgated by these snake-oil salesmen is that BBSs (Bulletin Board Systems) and shareware programs are a major source of virus infections. Some corporations are now afraid of shareware and BBS activity because of this misinformation.

In the October 11, 1988 issue of PC Magazine, publisher Bill Machrone's editorial was entitled "Shareware or Scareware?". In his article, Bill Machrone points out "The truth is that all major viruses to date were transmitted by commercial [retail] packages and private mail systems." That sounds a little different than the claims being made by less knowledgeable journalists.

Let's consider for a moment, the distribution differences between retail software and shareware software. Company XYZ releases a new version of its retail software product. At the same time company XYZ ships tens of thousands of copies to its retail distribution channels, it also ships 30,000 updates to loyal users. Most of those loyal users will receive the update within a few days of each other. This can be a big problem if the update happened to be infected with a virus.

"Not likely", you say? It has already happened! Several times! There have been seventeen (17) major incidents of virus and trojan horse problems in retail software. Some of these incidents affected tens of thousands of users.

What about shareware? To date there has been one case of a shareware author shipping an infected product. The virus was detected by the disk vendors and the problem was corrected immediately. No users were infected.

"But it makes sense that programs which are passed around have a greater chance of virus infections, doesn't it?" Think about it. Who has the most to lose if viruses were spread by BBSs and shareware programs? The BBS operators, shareware disk vendors and the shareware authors, of course. Because of this, reputable BBS operators, disk vendors and shareware authors are very careful with the programs they handle.

Think about it. Hundreds (even thousands) of BBS operators and disk vendors are carefully examining the programs they receive and distribute. Their business depends on it. This means that any given shareware program can go through hundreds (even thousands) of checkpoints where the program is carefully examined. If a problem is found, word spreads incredibly fast. News travels "on the wires" even faster than the proverbial small town gossip. Programs have disappeared almost overnight as a result of this highly efficient communication network.

If a shareware program has been around for a few months, it has been checked for virii and trojan horses many more times than any retail software could hope to be checked. Retail distributors don't check the

disks they sell. Even if the publisher checks their masters for virii (few do), this is still far less than the scrutiny to which shareware programs are subjected.

There's something else to consider. Most retail distributors have a return policy. What do they do with packages that are returned? They shrink-wrap them and resell them, of course. How can you be sure that you are the first person to purchase the package you just bought at your friendly neighborhood computer store? You can't. On the other hand, most shareware authors erase, reformat, and reduplicate the disks that are returned to them. Which do you think is safer?

Bill Machrone's article in PC Magazine goes on to say "It's time to recognize that there's nothing to fear in shareware. As a distribution medium, it saves you money and helps you try out new genres of software with minimum risk."

Does this mean that we should all start buying shareware instead of retail software? Not at all (although few shareware authors would object). Let's face it, more data has been lost to power failures and spilled cups of coffee than all virii, trojan horses, and worms combined! An even bigger threat is plain old human error, a mistake, a wrong key press, turning off the power while files are open, and so forth. Accurate information and common sense (regular backups) are the best defenses against lost data.

Sure, the virus problem is real. Virii exist. But shunning shareware is not the answer. Shareware and BBSs are, quite simply, NOT a major source of virus infections. Some corporations have even banned shareware entirely because of fear of infections. This is not only unreasonable, it is also expensive. Think how much they could save in software costs if they would only try software before they buy it!

Is there anything you can do to help protect yourself from virus infections? Absolutely! Fortunately, the best preventive measures are also the least expensive!

If you need informative, accurate and practical information, please read the treatise on "Computer Virus Myths" written by Rob Rosenberger and Ross M. Greenberg. This treatise is available as a text file on many BBSs and online services. It not only gives you the facts, it also provides the best overall strategy for protecting your computer system.

Don't let fear stop you from saving money on software. Don't let fear prevent you from trying some of the best software available. Shareware is an important market for software. Take advantage of it. You'll be glad you did!

[The Association of Shareware Professionals](#)



The Association of Shareware Professionals (ASP)

In the early days of shareware there were no real standards. Independent authors had no efficient way to learn from each other or to work together to improve the overall image of shareware. There was no system in place to ensure that users were treated fairly and professionally. There was no way for users to find an address for an author who had moved. In short, the shareware community was disorganized and each author did things the way he or she thought was best. It was clear that if shareware was ever to become a viable and respected marketing alternative, there had to be some standardization. There had to be some guidelines to best serve the users.

In 1987 a handful of shareware authors founded the Association of Shareware Professionals (ASP). In forming this industry association, these shareware authors had several primary goals in mind, including:

- ▶ To inform users about shareware programs and about shareware as a method of distributing and marketing software.
- ▶ To foster a high degree of professionalism among shareware authors by setting programming, marketing, and support standards for ASP members to follow.
- ▶ To encourage broader distribution of shareware through user groups and disk dealers who agree to identify and explain the nature of shareware.
- ▶ To assist members in marketing their software.
- ▶ To provide a forum through which ASP members may communicate, share ideas, and learn from each other.

The newly formed Association of Shareware Professionals worked together to draft a code of ethics for all present and future members. This code of ethics included several requirements that soon became very popular among users (customers), including:

- ▶ A member's program (evaluation version) could not be limited (crippled) in any way. In the true spirit of Try-Before-You-Buy, users must be able to evaluate all the features in a program before paying the registration fee.
- ▶ Members must respond to every registration. At the very least they must send a receipt for the payment.
- ▶ Members must provide technical support for their products for at least 90 days from the date of registration.

A new system was put in place to help ensure that users were treated fairly and professionally. If a user was unable to resolve a problem with a member author then the user could contact the ASP Ombudsman with their complaint. The Ombudsman would then try to help resolve the dispute. For more complete details regarding the Ombudsman, please refer to the "ASP Ombudsman Statement" below.

As of May, 1994, the ASP had over 700 author members and over 350 vendor members, with new members joining every week.

[Contacting ASP Members Via CompuServe](#)



Contacting ASP Members Via CompuServe

There is an easy and convenient way to speak directly to many ASP Members (both authors and vendors). Visit the shareware forum on CompuServe. Simply type "GO SHAREWARE", "GO SHARE", or "GO ASPFORUM" from any CompuServe ! prompt.

Here you will be able to talk to the authors of your favorite shareware programs, learn about other programs, ask questions, make suggestions, and much more. We'd love to meet you online, please come visit us today!

[Author Address Changes](#)



Author Address Changes

People move. Forwarding orders expire. What can you do?

"I got a copy of a shareware program written by an ASP Member. I sent in the registration fee and the post office returned my letter saying that it was undeliverable. Now what do I do?"

If the author has moved then chances are very good that you have an old version of the program. This is another situation that the ASP can help you to resolve. ASP Members are required to keep the ASP informed of address changes. If you need to obtain the current address for a member, simply write to the following address:

ASP Executive Director
545 Grover Road
Muskegon, MI 49442-9427
U.S.A.

or send a CompuServe message via CompuServe MAIL to ASP Executive Director 72050,1433. You may also FAX your request to the ASP Executive Director at 616-788-2765.

[ASP Ombudsman Statement](#)



ASP Ombudsman Statement

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products.

Please write to the ASP Ombudsman at:

ASP Ombudsman
545 Grover Road
Muskegon, MI 49442-9427
U.S.A.

or send a CompuServe message via CompuServe MAIL to ASP Ombudsman 70007,3536.



For More Information

If you would like to learn more about the shareware phenomenon, there are several excellent sources of additional information. Two of the best books ever written about shareware are described below.

Dr. File Finder's Guide to Shareware:

By Mike Callahan and Nick Anis. Foreword by John C. Dvorak.

"[Mike's] book distills thousands of hours of his online search for the crown jewels of Shareware into one usable guide. As such, it may be the most valuable computer book you'll ever buy."

--Jack Rickard, Publisher, Boardwatch Magazine

"No one combines Dr. File Finder's comprehensive knowledge of the Shareware genre with his good taste in software. This is sure to be the definitive place to look for insight and program information."

--Barry Simon, Former President of the Association of Shareware Professionals, PC Magazine Columnist, and Coauthor of Stackey, Batutil, and Ctrlalt

"GREAT! Every PC user will find something of value within these pages. This book will save you a bundle."

--Alfred Glossbrenner

"If I were going to buy only one computer book, this would be it."

--Tom Scott, Publisher, Telecomputing Magazine

Nobody knows Shareware like the illustrious Dr. File Finder, known off line as Mike Callahan. Now, in Dr. File Finder's Guide to Shareware, you can learn about dozens of leading Shareware programs, including where and how to get them. In the true spirit of Shareware, this book/disk package includes a disk full of top programs that you can try out yourself before registering. Send in the card at the back of the book and you'll get two additional disks with more software.

Mike Callahan, AKA Dr. File Finder, is the world's leading authority on Shareware. He regularly accesses thousands of bulletin board systems and has been a major force in promoting many of the top Shareware packages. Callahan has spent several years and thousands of hours helping people around the world learn more about Shareware.

Nick Anis is the coauthor of several acclaimed best-sellers in the Dvorak*Osborne imprint, including Dvorak's Guide to PC Telecommunications, Dvorak's Guide to Desktop Telecommunications, and Glossbrenner's Complete Hard Disk Handbook.

\$39.95, ISBN: 0-07-881646-7, 950 pp. 7 3/8 X 9 1/4.

AVAILABLE NOW AT YOUR LOCAL BOOK OR COMPUTER STORE

OR CALL TOLL-FREE 1-800-227-0900 (M-F, 8:30 - 4:30 PST)

Shareware: "Try Before You Buy" Software:

Perhaps you've read Rob Rosenberger's well known and highly acclaimed treatise on the computer virus problem. If you liked that article then you'll love his excellent book on Shareware. This book is a must for anyone who is interested in Shareware, what to look for (and look out for), and where to find it. In this book, shareware author and writer Rob Rosenberger delves into the very heart of Shareware, telling you who developed the concept and why.

You'll know why these programs: * undercut the price of retail software * helped bring down the use of copy protection schemes * receive numerous editorial and reader survey awards * generate more sales than retail software in some cases * make retail OS/2 software developers so nervous * are falsely

accused of spreading computer "viruses".

Rob shows you where you can find good Shareware. You'll learn to beware of companies that make money by abusing the "try before you buy" concept. And you'll discover where Shareware is heading in the near future.

"A lot of good books devote just one or two chapters to the concept and history of Shareware. I'm pleased to say there is finally a reference book on the subject."

--Jim Button, cofounder of the Shareware concept

"It's filled with accurate information for anyone who wants to learn about one of the most significant sources of high-quality software."

--Edward Mendelson, contributing editor, PC Magazine

Here's all the information you need to obtain your copy of this outstanding book:

Shareware: "Try Before You Buy" Software. By Rob Rosenberger.
Third Edition. Only \$6.95!

Paradise Publishing
Phone: (800) 233-2451
3111 S. Valley View Blvd., Suite B-105
Las Vegas, NV 89102 U.S.A.

