BIBL for Windows

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Introduction

BIBL for Windows is a full-featured package for managing your personal and/or office library. We hope you'll find BIBL is *fast*, *flexible*, and *easy to use*.

Registered users, don't hesitate to get in touch with us when you have an idea on how BIBL's utility or useability could be improved. Some of the ideas you see incorporated into this release came from such suggestions.

Features
Installation

A quick tutorial

Spell-checking (Note field)

BIBL provides a spell-checker for your field. To use, simply enter edit mode (click on the EDIT button or press the right mouse button anywhere on the displayed record) then press the SPELL button.

You can create <u>custom</u> dictionaries (create and open them via the OPTIONS button on the spell checking dialog box).   There is no limit on the number of custom dictionaries you can maintain.

registered version

The registered version ships with a 100,000 word English language dictionary. We will also include a German language dictionary if you request it (no extra charge).

Via Maintenance | configuration | miscellaneous you can also ask BIBL to load a custom dictionary whenever the spell checker is active--saves having to hit the open custom button under the options section of the spell checker window.

shareware version

We do not include a dictionary with the shareware release. The first time you run the program, it will create a file called WORDS.DIC in your BIBLWIN directory.   That file is your dictionary.

When you register, we'll ship you the 100,000 word file (it's compressed and highly optimized) but you can still use the WORDS.DIC file you've created under the shareware version as an ancillary source for the spell checker.

Editing records in a database

Once you open a database, BIBL prevents accidental changes by setting each record READ ONLY.   You can enter EDIT MODE by pressing the EDIT button on the main display window (or clicking on the right mouse button when your cursor is on a field in the record).   You remain in edit mode until you either save or cancel your edits.   Note that whenever the main display window reads "EDIT MODE", you must press the SAVE button (or click on the right mouse button while your cursor is over the author, title, publisher or note field...which triggers a cancel / save popup menu) to write the record back to disk

When in edit mode (either adding a new record or modifying an existing one) three new options are activated--dictionary <u>views</u> for the keyword, location and/or classification fields. To activate a dictionary view for one of these fields, either press the field label or click your right mouse button when your cursor is on the desired field.   <u>Global changes</u>

Several buttons are active **only** when you are in edit mode:

<u>Clone</u>
<u>Clipboard</u>
<u>Spell Checking</u>

Editing the note field   When editing the note, you may want to press the NOTE button to enlarge the note window, then press the EDIT button within this window to make changes to the note. Once you press SAVE NOTE (which moves the newly edited text back into the main display window's note field), you must still press the main display windows SAVE button to write the record back to disk.

You can use the Windows clipboard (or import an ASCII file) when you're editing the NOTE field.   To access the features, press the NOTE button on the main display window.

Note: Use the <u>right mouse button</u> to enter edit mode. Just click the right mouse button when your cursor is somewhere on a record in the main display window.

Global Change

The registered version of BIBL for Windows supports making global changes for these fields (shareware version limited to keyword changes only):   title
publisher
keyword
location
classification
subject

Select GLOBAL CHANGE under the maintenance menu, then select the field to change. Enter original text (what you want to *find* in each record, then the replacement text (what you want to replace the find text with).

Click on the 'Ignore Case when matching' box to allow matches regardless of case (e.g., Book will match BOOK).

Click on 'Confirm' and BIBL will display a truncated version of the author and title fields, along with the original text and proposed text for the field you've asked to change.

When the changes are complete, BIBL reports the number of records modified.

BIBL for Windows - Features

BIBL for Windows offers several features that you will find useful:

multiple databases
fast and flexible searching
large Note field
variable size display grid
a wide variety of reports
built-in image viewer
spell checker for note field

Multiple databases

There's no real limit on the number of databases you can create using the program.   To make your life a bit more simple, we suggest you keep them in the directory where BIBLWIN.EXE is stored but that isn't required.

Everytime you open a database, BIBL stores its name in the initialization file (BIBLWIN.INI). When you next ask to open a file, that name displays as the default selection.

If you want to select a database other than the default shown, press the *folder* button to access your disk.   Select a drive/directory then double click on the database you want to open.   Note that is dialog box shows only the *.ISD file--one of three that constitutes a database.

Searching a database

BIBL for Windows supports searching across all fields in a record. Several have been indexed for fast retrieval:

Author   (first 20 characters of this field are indexed)
Title   (first 20 characters of this field are indexed)
Publisher   (first 20 characters are indexed)
Keyword   (all 36 characters of this field are indexed)
Subject   (first 20 characters of this field are indexed)
ISBN   (all characters indexed)
Location   (all 35 characters of this field are indexed)
Class   (first 35 characters are indexed)

   You can set the field used as your default search option via the configuration section of the Maintenance menu.   The default is author

Boolean (and / or / not) searching is also supported.   To conduct a boolean search, press either Control-S or click on the search menu at the top of the main display window, then select Boolean search.

Case is NOT important when composing queries...within each index, the text has been 'normalized' so either upper or lower case characters will yield a match.

Important: When searching an indexed field, note that the match will occur only if your query matches (character for character) beginning with the first letter of the field and continuing for the length of your query.

   In other words, if the title is *How to develop a winning software package*, the entry in the title index is the first twenty (20) characters of that field, specifically, **How to develop a wi**.

   Therefore, if you search **How to** you will have a match. If you search **winning** or **develop** no match will occur...the search text did not match from the first character of the indexed field.

Searching via the *anywhere* option **will** retrieve a match on a phrase like **develop** in the above example, since that mode of searching checks anywhere in the field for a match--at the cost of more processing (i.e., waiting) time.

Indexed Searches

When searching an indexed field (author, title, publisher, keyword, classification, subject, isbn, or location) retrieval is very fast.   Each of these indexes is a fixed length so keep that in mind as you enter your query--of course, BIBL for Windows will ignore any part of your query statement that is longer than the index it's searching (e.g., if you enter a 22 character query string for an author, BIBL will ignore the 21st and 22nd characters when looking for a match...since the author index is the first 20 characters of the author field).

To conduct a search, press the **search** button on the main display form or select Search off the top menu bar.

Select the field you want to search (click on the little option light to the left of the field that interests you), then enter your query and press the SEARCH button

When the search is complete, all matching records will display in the <u>Matches display grid</u>

All fields / Anywhere searching

When searching non-indexed fields (e.g., All fields (except note) and Anywhere (where the note is searched as well), the speed of retrieval is primarily a function of database size and your hardware...since every record is read sequentially.

To give you some idea of what optimal performance might be, we find BIBL for Windows can scan 18 records per second (if ignoring the note field) on a 486/66 with 16Mb of RAM. Clearly, if your database consists of more than a 1000 records or so, you won't like waiting thirty seconds or more to get your list of matches.   Think of the 'anywhere' searches as a last resort!

One tip, searches on smaller text strings run a bit faster--since there's less to compare.

Boolean searching

BIBL for Windows supports using one of three logical connectors between terms:

and   match will occur with both of the terms you enter occur in a record

or   match will occur if either term you enter appears in a record

not   match will occur if the first term appears in a record but the second one does not.

On boolean searches, you must supply a first and second search term then pick a connector. The entire record is searched and matches fed to the display grid.

Boolean searching can be slow on a large database (with sluggish hardware) so we advise using <u>indexed</u> searching wherever possible.

BIBL for Windows NOTE field

Each note can contain up to 24,000 bytes (24K) of ASCII text.   The note is included in all reports and can (if desired--see configuration) be printed when a single record is printed from the primary display windows (pressing the Print button).

You may also import ASCII files (or the Windows clipboard) into a note field (just enter EDIT mode, then press the NOTE button on the primary display window).

Important: If you edit the note field from within the large note window (activated by pressing the note button on the main display window), make sure you press SAVE on the main display window after closing the Note editing window.   Otherwise, your edits/changes won't be recorded to disk.

Technical Specs

These topics cover a bit of the technical information about BIBL for Windows

Record structure
Indexes
What constitutes a database
BIBLWIN.INI
Files used by BIBL for Windows
software acknowledgements

BIBL for Windows can manage a database of 3 million records (the actual ceiling is a 64 Mb data file (the *.ISD file).   If you begin to approach this size, you can rebuild your database with the REMAKE utility (ships with registered version) which will increase the internal group size of your database--default is 4K--which will increase your potential file size (16,000 x group size). We elected to make the default group size 4K to speed retrieval and optimize disk space).

Files used by BIBL for Windows

These files are copied to your system when BIBL is installed:

BIBLWIN.EXE (the program)
BIBLWIN.HLP (the help file)
BIBLWIN.INI (the initialization file. Also created in c:\windows)
DEMO.ISD (demo database)
DEMO.ISF (fast find table for demo database)
DEMO.ISM (info about the demo database)

System files (put in your C:\WINDOWS\SYSTEM directory)

VBRUN300.DLL
THREED.VBX
GAUGE.VBX

The three just mentioned typically accompany applications developed with Visual Basic. You may have other programs on your machine that use them...if they were already installed and were newer, BIBL didn't install them.

GMUTANT.DLL (several functions used by BIBL for Windows)
KNIFE.VBX (used by image viewer)
IMK.DLL (used by image viewer)
SSDATA2.VBX (used by display grid)
SSIDXTAB.VBX (used by configuration module)
VTSPELL.VBX (used by spell checker)

AMERICAN.VTD (100,000 word dictionary used by spell checker)
GERMAN.VTD (german language dictionary used by spell checker)

Shareware version does not contain the 100K word file. Instead you have to create and maintain custom dictionaries.   The first time the Shareware verison is run, it creates a WORDS.DIC file in your BIBLWIN directory.   Should you later upgrade to the registered version, this file will also be used (if desired).

Structure of a BIBL for Windows record

Field   Maximum size

author   150 characters
title   230 characters
publisher   150 characters
keyword   36 characters
subject   50 characters
value   8 characters - formatted as currency
isbn   20 characters
location   35 characters
class   35 characters
date   10 characters
note   0-24576 characters

Only the text in a field is stored (along with a 2 byte length indicator). Fields with no data are compressed to 2 bytes in the <u>database</u> so there's no significant penalty imposed if you never begin to use the 24K available for each note field.

See also: <u>indexes</u>

BIX - BIBL Import/Export (DOS)

The BIX format is an ASCII file with labels on the various fields. It's primary use is one of backup (you can write your data out to a plain ASCII file that can be 'read back' into a BIBL for Windows database.   Since it's an ASCII file, it compresses nicely and you can also edit it -- some users find making wholesale modifications to the database is more easily done on an exported BIX copy of the database. When the edits are done, a new empty database is created and the data from the edited BIX file is imported into it.

BIX files are also useful when moving records from one BIBL database into another.

The BIX format is used by both BIBL for Windows and BIBL for DOS. If you have database(s) created using our DOS version of BIBL, you can import the data to BIBL for Windows.

BIX format produced by BIBL for Windows is 'nearly' compatible with the DOS version.

The nearly results from a couple of inconsistencies between the two database formats. Since BIBL for DOS offers only a 700 character note field (10 lines of up to 70 characters each), it isn't possible to import the larger note fields from a BIBL for Windows database. Another difference stems from the KEYWORD field in each format. BIBL for Windows uses a KY: label, while BIBL for DOS uses a DE: label.

Here are the labels written to a BIX file by BIBL for Windows:

**
A1: author field information goes here
T1: title field goes here
PB: publisher info goes here
KY: keyword field goes here. Note that DOS version uses a DE: label
SU: subject field goes here
CL: classification field goes here
IS: isbn field goes here
VL: value field here
LK: c:.bmp LO: location field is written with this label
<N
Note field (up to 24,000 bytes) is written here.
>N
**

The <N and >N labels come on a separate line before and after the note field.

If you have to import an ASCII file into a BIBL for Windows database, you can modify it with an ASCII word processor and as long as you conform to the BIX format shown above, import is pretty straightforward.   For example, suppose you download a file from a CD-ROM and each entry in that file is labelled AU - xxxxxxx then TI - xxxxx...   if you use your word processor's global find/replace function to change occurrences of 'AU - ' to 'A1: ' then the author field will be imported. **Important:**   You must make sure each 'field' is on a separate line...BIBL will read ALL the information up to a hard return but on fields other than note, only one line is read.

Note that when you register BIBL for Windows we ship a utility that makes <u>conversions</u> between a number of popular databases (ERIC (SilverPlatter CD-ROM), PsycLit (SilverPlatter CD-ROM), ABI-Inform (SilverPlatter CD-ROM), Medline (Grateful Med)) and a BIX file.

/i Important caveat: To preserve compatiblity between BIBL/DOS BIX files and those created

and used by BIBL/WINDOWS, we've had to make one more compromise.   If you are using the Author, Title or Publisher fields for something that works better with hard returns instead of letting word-wrap handle the line breaks (e.g., you're using author: for a name and title: for an address), then when BIBL for WINDOWS creates a BIX file, the hard returns in the field are stripped out.   When you import this file back into a BIBL/Windows database, you'll see all the data on a single line.

BIBL for Windows Display Grid

A particularly nice feature of BIBL for Windows is the variable-size display grid.   After a search is completed, BIBL puts all matching records in a display grid, sorted in author/title order.

You can resize the various columns in the display grid to see more information for a given field.   Just move your mouse cursor to the column label section (at the top) and drag the bar in the direction you want to expand/contract the column.

Tip: Clicking the right mouse button when on a column will collapse it...clicking on the collapsed column will expand it once again.   This is useful if a particular column doesn't display much relevant information for a given search.

Here are the fields (and their size) that appear in the display grid:

Author   first 45 characters of the field
Title   first 80 characters of the field
Publisher   first 65 characters of the field
Classification 35 characters (full field)
Subject   first 40 characters of the field
Keyword   all 36 characters (full field)
Value   (full field)
Location   all 35 characters (full field)

To see the full record for an entry in the grid, double click anywhere on that entry's row (or single click on the record and press the VIEW button):

The main display window will appear, displaying the appropriate record.   To return to the grid, press the Display Grid button on the full-record display window.

note:

you can <u>modify</u> the field names for most of the fields that appear in the display grid (all but the value field). For example, if you want to rename the subject field to something else, then the grid will display the new name on the 'subject' column of the grid.   Search and report screens will also reflect the changed name.

You can dump the grid's contents (the full records, if desired) to disk by pressing the TO DISK button on the grid display window.

registered version:

You can mark records in the display grid, then send *only* those records to the report writer. Just click on a row to "mark" the record.   When you've marked all the records you want to include in the set, press the "Marked To Disk" button.

registered and shareware:

You can also mark records for deletion from the database via the display grid.   *Note:* records are deleted from the **database** not the grid!.

tip: Want to view your entire database in the grid?   Under Maintenence on the main display window's menu bar, there's an option called View Database in Grid...clicking that will put the whole database (up to the limit you have set for the display grid) in the display

grid.   Great for editing or checking your file.

Note that the grid display and your underlying database are **not** synchronized...if you delete or edit a record and then return to the grid, the old data (or the old, now-deleted record) will still show.   To refresh the grid, you need to close and then rebuild it via the menu. This *inconvenient* behavior was selected to improve performance--synchronizing the grid with the database would introduce unacceptable overhead.

Reports

BIBL for Windows offers extensive support for creating ASCII files which you can then edit and/or print using your favorite word processor.   Printing from within BIBL for Windows is limited to single record printing.

Pressing REPORTS on the main display window menu opens the BIBL for Windows report writer window.   This function acts on **all** records in the file.

Select the fields you want to include in your report by double clicking on the field names that appear in the "Excluded" box.   As you double click on a field name, it will move to the "Included" box.   The order fields appear in the "Included" box dictates the order in which they will appear in each record's entry.   You can move all the fields from one box to the other by pressing the MOVE ALL button(s).

You can vary the sort order as well as the <u>output format</u>

Note: You can set a default path for the report files that BIBL creates. Typically, you'll want to set this to wherever your favorite word processor looks for files.

When a report is completed, BIBL for Windows offers you the opportunity to view the file (if it is under 6500 bytes) or an excerpt (the first 6500 bytes of the file).   You can use this capability to determine whether you're getting the report you need without having to fire up your wordprocessor.   Note that the file is an ASCII representation--so if you 'join' the fields with a tab, it will look a bit odd (there's no line wrapping in this viewer).

Registered users:

You can export your BIBL for Windows database to other database management packages by using the **delimited** format. The note field is not exported with delimited output--since at 24K it can easily exceed the ability of packages to import such a large comma-delimited string.

BIBL also allows you to mark a group of records in the display grid, then send only those records to the report writer.

You can also have BIBL for Windows <u>launch</u> your word processor after you produce a report (export file).

Launching your word processor from within BIBL

...or "Who needs OLE?"

The registered version of BIBL for Windows allows you to launch your favorite word processor to edit, format and/or print a just completed report.   The only requirement is simple--your word processor must be capable of accepting a file name on its command line (most do!).

To enable this function:

1. Activate the configuration function (under Maintenance on the main display window's menu bar), then select the Report Options tab.

2. Enter the command line that activates your program in the box provided.   For example, if you are using Word for Windows, you'd typically enter **C:WINWORDWINWORD.EXE**

3. Click on the "Activate Launch Word Processor" button.

That's it.

Note that some wordprocessors default to assigning a particular extension to a file name if you have omitted one (e.g., Word for Windows seems particularly fond of the .DOC extension). Be sure you use that extension when BIBL asks for the report's name.

Setup

Until we get around to writing a great setup routine (and we don't for the SHAREWARE version since it just adds bytes to the resulting ZIP file and folks hesitate to download it)...here's how you install the package:

1. Create a subdirectory on your PC (e.g., c:\biblwin)
2. Unzip BIBLWIN.ZIP to that directory
3. Add BIBLWIN.EXE to your favorite group

When you first activate the program, select the DEMO database.

Once a database is open, access CONFIGURATION and make any changes you like to the various system defaults.

Adding records to a database

There are two ways to build a database--keyboard entry or <u>BIX</u> file import.

Keyboard Entry

Press NEW on the main display window and an empty record template will appear (actually the date field will contain today's date.

Enter data in the fields then press either SAVE to store this record to disk or CANCEL to abandon the information.

If you have a very long note (or want to paste in the clipboard's contents or import an external ASCII file (24K maximum) to your note field, press the NOTE button (it appears to the left of the note field) and a larger note viewer will appear.

When filing in the title field index, BIBL for Windows strips off the following initial articles: 'a', 'an' and 'the'.   The actual title string in the record **is not** changed, and if you search using an initial article (e.g., "The Power of...", BIBL will strip the "THE "   off your query so a match should be made.   The point is to keep you from having a lot of titles sorting by THE in your reports.

BIX import

BIBL for Windows can import a BIX file created either by BIBL for Windows or BIBL for DOS. The format for a <u>BIX file created by BIBL for DOS</u> is just a bit different from the formatused by <u>BIBL for Windows</u>.   The primary difference is that BIBL for Windows can read the note field from a BIBL for DOS file, but since the BFW note field is so much larger, it doesn't work the other way around.

BIX (BIBL Import/Export) format explained

Here is a record from a BIX file written by BIBL for DOS.   Note that two asterisks preceed
and follow each entry, and that labels are always two characters followed by a colon and a
space.   The text begins in the 5th character position of a line and continues for up to 70
characters.

```
**
A1: Schein, Alan
T1: Optical Storage and OCR - Key Components of Automated Information
T2: Management Systems
PB: Optical Information Systems   v9n1   Jan/Feb 1989 pp: 9-15
SU: Optical Character Recognition
BK: N
DE: OCR Information-storage Info-systems Optical-disk WORM
N1: Three recent technical developments have made OCR technology
N2: feasible for use in automated information management systems:
N3: 1.   recognition capability improvements, 2. software developments
N4: in automated indexing and in combined image and text database
N5: structures, and 3.   the implementation of high-speed networks
N6: linking the central processor, OCR, and data storage media.
**
A1: Another entry would begin with this line.
and so on...
```

Not shown in the above example is a 2nd author line (A2:) and a third title line (T3:), as
well as the N7: N8: N9: and N0: lines for lines 7-10 of the note field.

The BK: field is ignored by BIBL for Windows

BIBL for Windows concatenates (joins) the multi-line fields.

Maintenance functions

BIBL for Windows offers several system maintenance functions:

Configuration
Global Change
Check Linked images
Total the value field
View Database in Grid
Import a BIX file

To total the value field for **all** records in a database, select TOTAL VALUE FIELD from the maintenance menu option.   BIBL will add up the value field for each record and display the total in a small dialog box.

System Configuration

Note: You must have a database open to access the configuration menu(s).   This is required because a few of the settings apply only to a particular database and those values are stored in the database file itself (not in the BIBLWIN.INI file).

field labels
performance tuning
setting maximum number of matches

Field labels (user modification)

BIBL for Windows allows you to change the onscreen labels for six fields:

author
title
publisher
location

These two field labels may not be modified in the SHAREWARE version of BIBL for Windows:

class
subject

Each of these fields is indexed, and all appear in the matches display grid.   These changes apply only to the database that is open when you enter the configuration menu screen(s).

By making the change in label, you effectively change how you want to use the field.   Need a field to record who has borrowed a book? Change the label for Subject: to Borrower: and you're in business...

Performance tuning (index cache)

You can set the cache size that BIBL for Windows uses to store index files to either 8K or 64K.   The small (8K) setting is adequate in most instances--although if you have a large (3,000+) number of records you may find things run a bit faster with the 64K cache setting. Feel free to experiment.

A change made here takes affect the next time you activate the program.

This value is stored in BIBLWIN.INI

[CacheSize]
SizeOfIndexCache=Small   You can enter Small or Large as the value.

Set Maximum number of Matches (registered version only)

The shareware version of BIBL for Windows is limited to displaying no more than 75 matches for a given search--regardless of the number of matching records in your database.

The **registered** version allows you to set this parameter to anything from 50 to 6500 matches.   Each entry in the display grid uses approximately 350 bytes of memory, so scale this value to reflect the amount of RAM you have installed in your PC.   If you have 4 Mb or more, you can probably use the full 6500 if desired.

This value is stored in BIBLWIN.INI

[SearchGrid]
MaximumMatches=xxxx

where xxxx is the number you want to use.

Registered Version of BIBL for Windows

The registration for BIBL for Windows is $ 39.00 (US).   To register by credit card (Visa, MasterCard, American Express, or Discover):

1-800-242-4775 (inside US)
1-800-524-6394 (outside US)

The **registered** version adds these features to the program:

Spell-checker for note field. The 100,000 word dictionary provided can be augmented with as many custom dictionaries as you like.   We will also ship a German language dictionary if requested (no extra charge).

Install an external image viewer if desired.

Global change for publisher, keyword, location, classification and subject fields.

Ability to set the number of matches that display in the matches grid (from 50 - 6500).

Ability to generate comma-delimited reports--the format accepted by 99% of other database management and spreadsheet programs.

Ability to mark records in the display grid and then send only those records to the export file creation routine.

Ability to launch your favorite word processor from within BIBL--having that application open the report (export) file you just created.

Elimination of the various "registration reminder" screens found in the SHAREWARE version.

Ability to change field labels for classification and subject fields--both of which show up in the match display grid!

Once we receive your registration payment, we send you the latest version of BIBL for Windows by return first class mail.   We also provide you with a registration number which you can use to upgrade any subsequent Shareware version of the program you encounter.

We also include on your diskette a copy of MKWINBIX.EXE, a utility that allows you to import data into a BIBL for Windows database from a variety of CD-ROM and online sources (SilverPlatter CD-ROM, Medline, ABI-Inform, and others).

Registered users of BIBL for DOS

BIBL for DOS

If you are a registered BIBL for DOS user, you can obtain a registered version of BIBL for WINDOWS for $ 20.00 (a 50% reduction in price).   Just be sure to include your BIBL for DOS registration number on your order form.

Please do not use the toll-free credit card order number if ordering a DOS -> WINDOWS reduced-price registration. The credit card service is for **new** orders only--that service has no way of verifying your DOS registration.

What constitutes a database?

BIBL for Windows maintains three (3) files for each database. Each of the three files shares the same filename but they have three different extensions.   Using the DEMO database as an example, here is a brief description of the contents of each file:

DEMO.ISD - This is your 'data' file...where the records you enter are stored.   Indexed fields are also stored in this file.   BIBL for Windows stores only the text from each field (plus a couple of length bytes), so the size of this file is dictated by the amount of text you put in each record. There is no *wasted space* penalty for "empty" fields.

> This file grows in 32K increments.   That is, when you create a new database, the initial ISD file is 32K in size.   Until you add a record that requires space beyond the 32K initially alloted, the file doesn't grow.   When new space is required, another 32K is added.

DEMO.ISM and DEMO.ISF are two smaller files. The ISF file is a "fast-finder" table for indexing.   The ISM file stores the record structure for the database and a few notes (e.g., when you change a field label, it's recorded here).

When you want to copy a database to another drive, be sure to move **all three files**.

BIBLWIN.INI

Several configuration settings are stored in BIBLWIN.INI (stored in your Windows (e.g., C:\ WINDOWS) directory.

[CacheSize]
SizeOfIndexCache=Small

   This value sets the size of the index buffer cache.   The 8K setting is probably adequate in most installations but feel free to experiment with the 64K setting--particularly if your database is large.   Changes to the value take affect the next time you start BIBL for Windows.

[StartupPath]

DatabasePath=C:\BIBLWIN\

   This entry reflects where you store your BIBL for Windows databases.   If you keep them in the same directory with BIBLWIN.EXE (the program), then you don't need to worry about this setting.

[Export]

ReportPath=C:\BIBLWIN\

   This entry instructs BIBL for Windows to write reports to another directory.   We suggest you enter the path to where you favorite word processor expects to find documents.

ActivateLinkToWP=Yes
CommandToExecuteWP=

   These entries control the launching of your word processor.
   ActivateLinkToWP can be set to either Yes or No.   The CommandToExecuteWP= setting is the command line that launches the application.   If unsure, use program manager to check the settings for the application (e.g., highlight the icon and press ALT and Enter simultaneously...you will see the program manager settings.

[Miscellaneous]

AuthorTitleView=Yes

   Displays records in the main display window in author/title order. Set this to NO to display items in the order of the primary key index (roughly eqivalent to the order in which the records were added to the database).

IncludeNoteOnPrint=No

   When you press the PRINT button on the main display window, it will either include the note or not based on this setting. If you want to include the note, change the setting to Yes.

TurnOffReadOnlyDimmer=No

   This setting turns on/off the dimming of read-only fields in the main display window.   If you're running Windows in VGA mode (640x480) this dimming may be a problem--

particularly if using a mono VGA laptop.   Set to YES to see if it improves visibility.   Note: Higher resolution VGA modes do not show the dimming of fields regardless of this setting.

IncludeTitleOnNote=Yes

BIBL will place up to 60 characters from the record's title field on each page when printing the note. Set to NO to stop this behavior.

IncludeDateAndPage=Yes

BIBL will put the date (e.g., 11/01/94) and the page number on pages when printing a record that extends beyond a single page.

RightMouseEditMode=Yes

Set to YES, BIBL will enter EDIT MODE whenver you click the right mouse button...providing you were in READ ONLY mode and the cursor is somewhere over a record in the main window display.   You can obtain a pop-up menu for saving or abandoning the changes by clicking your right mouse button on the main display window (any field other than keyword, location or classification--since right mouse clicks on those fields brings up the dictionary viewer).

Setting this to yes also allows you to move sequentially through the database when in read-only mode. Position mouse cursor on the database name, edit mode / read-only indicator, or number of records in the database windows, then press left mouse button to move backward, right mouse button to move forward.

StartMaximized=Yes

Set this to YES and BIBL will run the main display window in full-screen mode from the start (no need to click on the "maximize button).   This setting is recommended when running in 640x480 (VGA) resolution--since BIBL very nearly fills the screen anyway.

DefaultSearchType=

This can store the following values: AUT (author), TTL (title), KEY (keyword), SUB (subject), ALL (all fields except note), and ANY (anywhere in the record).

When there is no value, BIBL defaults to Author searching...

You can override the choice at the time of each search by clicking on some field other than the default.

CustomDictionary=

Put the full path to the custom dictionary you want BIBL to automatically load when launching the spell checker.

[Registration]
RegisNumber=xxxxxxx

The registration number you'll receive with your registered copy of the program is stored here.

[SearchGrid]

MaximumMatches=2300

This value determines the maximum number of matches that BIBL for Windows will include in the Match Display Grid (from 50 - 6500).

If you have plenty of memory, you can set this to the maximum of 6500 matches.

[LastFileOpened]

DatabaseName=C:\BIBLWIN\DEMO.ISD

BIBL for Windows stores the most recently opened database in this entry...using it as the default in the box that appears when you next ask to open a file.

[ImageProcessing]
AutoScaling=Yes

Set this to yes to have BIBL scale image files to fit the viewer. If set to NO, the image will be larger than the viewer, necessitating use of the up or down buttons to pan.

Acknowledgements

Portions of BIBL for Windows were developed using licensed software from the following vendors: Software Source (VB/ISAM), Freemont, California, USA. Telephone: 1-510-623-7854; Sheridan Software (Data Widgets and Designer Widgets), Melville, NY, USA. Telephone: 1-516-753-0985.   While we're not really required to disclose that information, both outfits write quality software and we have no problem giving them our endorsement...

Usage Tips

This section is aimed at highlighting aspects of the program that may you may have missed--but those we think you'll find make BIBL for Windows an interesting and useful product.

right mouse button
keyword/location/classification dictionary viewer
cloning records
the 'clip' button
moving records between databases

Transferring records between databases

registered version

Conduct a search, then mark the records you want to transfer in the grid.   Select Marked to Disk, then select BIX format for the export file.   When finished, open the database you want to import the transfer records into, then import them via the Maintenance menu (Import BIX File).

shareware version

The shareware version does not support MARKED TO DISK, so you can must transfer the entire contents of the display grid:

1) Conduct a search that will yield the record(s) you want to transfer.
2) Once the display grid appears, press the DUMP TO DISK button
3) Select BIX format for the report and include the fields you want to use in the transferred records.
4) After the BIX file is created, close the current database and then open the database you want to copy these records into.
5) Under maintenance, select IMPORT BIX FILE, then give BIBL the name of the BIX file you created in step 3.

The records will be imported.   Once you're sure the transfer was successful, you can delete the records from the original database if desired.

The right mouse button

When you're viewing the Matches Display Grid (either filled with results from a search or because you loaded the entire database into the grid), you can click the right mouse button at the top of a column to collapse it--enabling other columns in the grid to shift over and become visible. Clicking the right mouse button on the collapsed column will expand it once again.

When in EDIT MODE (adding or editing), you can click the right mouse button over the keyword, location or classification fields to bring up the <u>dictionary viewer</u> for that field.

When in READ-ONLY mode, clicking the right mouse button while the cursor is over a record in the main display window will turn on EDIT MODE. You can turn this option off via the configuation menu.
Also in READ-ONLY mode, you can move forward and backward through the database by positioning the mouse cursor on the database name window, edit mode indicator window, or the number of records in the database window (all sit atop the various buttons at the bottom of the main display window).   Press left mouse button to move backward, right mouse button to move forward.

Cloning records in your database

When you have several records to add that differ only slightly (e.g., a multivolume set), you can clone an exisiting record to reduce the amount of data entry required.

Here's the optimal method:

1. Locate the source record you want to use as your original.
2. Enter Edit Mode for that record (press the EDIT button).
3. Press the CLONE button. 4. Record will be copied (and you'll get a message reporting success).   The cloned (copy) record then displays with a small "CLONE" tag just below the note spell-check button. This tag provides a visual clue as to which record you're looking at (the original or the copy) and remains on the record until you edit (make a change) and save it.

Clipboard button (edit mode)

When you are viewing an individual record in the main display window, and in edit mode, you can press the CLIPBOARD button to move the author, title, publisher and note fields to the Windows clipboard.

The fields are joined together with a space character between them.

You might find this function useful when moving information about a particular book or journal to your word processor.

Viewing BIBL's dictionaries

For three fields in a BIBL for Windows record (keyword, location and classification) the program offers a dictionary viewer--the ability to view the values that have been entered for this field in all the other records of the database.   This capability is useful for a couple of reasons.

- it can assist you in **standardizing** your data entry...in other words if you assign the keyword "COMPUTER" to ten entries and "COMPUTERS" to one, you run the risk of missing that eleventh book from time to time.

- it helps avoid making data-entry errors (e.g., misspelling or typos).   **tip:** If you're using BIBL for something other than bibliographic data; that is; changing the field labels and using the system to track some other type of information, remember these three fields when designing your new record layout.   The ability to 'standardize' data entry is a powerful tool and offers many benefits.   Use these three fields for data you expect to occur many times in your database.

tip: when your over one of these fields, a click of the right mouse button will also bring up the dictionary window.

These index viewers are limited to the first 1500 entries in each index.   Since both of these fields are designed for a controlled vocabulary that should be plenty for all but the largest (15,000+) databases.

Controlled Vocabulary

A concept whereby you try to standardize and limit the variety and number of terms you use to describe an item in order to boost retrieval.   Put simply, if you have several books about computers in your database, you don't want to use COMPUTER as a keyword in one and COMPUTERS in another...select one or the other and standardize!

Formatting your output file

BIBL for Windows offers up to 5 formats for your reports.

ASCII

In ASCII formatting, each field of a record is written to the report file as a single line with a hard return after each line.   Each field begins flush left with the margin.

TAB

If you select TAB formatting, each field is written as a string of characters with a tab character (ASCII value 9) placed between fields.   Each record in the report is separated by a hard return.

This format is useful with some desktop publishing packages.

SPACE

This is similar to the TAB format but a space character (ASCII 32) is placed between fields with a hard return between records.   If you're using a word processor to print your reports, this format produces a nicely wrapped line.

DELIMITED

Note: this format only supported in the registered version.

Using DELIMITED format, BIBL encloses each field in quotes (ASCII 34) and separates each field from the next with a comma. A hard return (ASCII 13 and ASCII 10) follows each record. Here is a sample where author, title, publisher were selected:

"author field here","title text goes here","publisher field is here"<cr><lf>

Note: If you're putting returns in fields (for example, using BIBL to track names and address--like we do for tracking our registered users) you need to check the "strip returns" box on the report generation window. BIBL will strip out the embedded returns in the field as the delimited file is written.

BIX

The BIX format is basically just an ASCII file with labels on the fields.   Here's how we envision a BIX file being used:

backup   You can create a BIX file of a database and store it on your hard disk or a floppy.   If you need to restore your data, just create an new (empty) database and import the BIX file back into it.   It's just a bit simpler than trying to remember you need all three files when backing up a database.

editing   With care, you can edit a BIX file to make large, repetitive global changes, then read it back into a BIBL database.   Make sure you save your edited work as an ASCII file (not a Word or WordPerfect document!) and that the field labels are correct.

transfer If you want to move a BIBL database from one machine to another--or join records from one database into another, the BIX file provides a mechanism.

You can also control several settings on a report-by-report basis by clicking on the check boxes that appear in the lower center of the report generator window:

Chop long fields at ___ chars

Place an 'x' in this box and BIBL will truncate (shorten) the author, title and publisher fields when generating an ASCII, SPACE or TAB report.   The setting does not affect comma-delimited or BIX reports.

The truncation value must be between 1 and 80.

Note that you'll want to print this report with a fixed font--otherwise the columns won't line up correctly.

Insert blank line between entries

with an 'x' in this setting, BIBL will insert a blank line between each record's data in the output file. This setting is disabled with creating BIX files.

Include currency formatting

BIBL normally includes currency formatting (e.g., the $ sign and the commas and decimals) when dumping data to disk. If you don't want that sort of formatting (perhaps in a comma-delimited file that's going to be imported into a spreadsheet), then turn formatting off.

Strip embedded returns in fields

When turned on, BIBL will strip any returns that occur within the author, title and/or publisher fields (replacing them with a single space (ASCII 32)).   If you're using BIBL for a non-bibliographic database (where you may be making multi-line entries in the first 3 fields), turning this option on may well improve the look and formatting of your output file.

Linking image files to BIBL records

BIBL for Windows supports linking PCX, BMP, TGA (Targa) and/or DIB (Device independent bitmaps) image files to individual records in a database.

To view a linked image, click on the "IMAGE" button on the main display window.

To link an image, enter the FULL PATH name in the Linked Image field of the record.   To assist you in finding the image you want to link, BIBL provides a small 'folder' button next to the linked image field.   Press this button and you can traverse your directory trees, looking for BMP, PCX, TGA or DIB images.

To view a thumbnail version of the image file, click your left mouse button once over the filename. Double clicking on the name will move that file to the BIBL record.

Note that the image file name can not exceed 50 characters

Under <u>Maintenance</u> you can ask BIBL to check the existence of all linked image files.

Viewing images   The BIBL for Windows image viewer can be configured via the Maintenance | configuration settings, then click on the Performance / Image Support tab.

registered version

The registered version supports all options shown on the screen. You may install an external viewer (to gain <u>capabilities</u> that BIBL's built-in viewer doesn't provide). Just make sure to use a program that accepts file names on the command line (most all do).

To find your program, click on the little folder icon--you'll have access to all *.EXE, *.COM or *.BAT files on your drive(s).

Note: You can install an external viewer but turn it on and off via the "Use External Viewer / Use BIBL's viewer" set of option buttons.

BIBL's built-in viewer autoscaling function

Click on the "Scale image..." option to set automatic scaling on or off.   If you are running in 680x480 (vga) resolution, it might be best to set automatic scaling on...since you won't be able to make the viewer much larger.

Check linked image files

Using the Maintenance sub-menu, you can have BIBL check the location of all linked image files--making sure they still exist in the path you indicated when linking them to a record. If the file can not be found using the path information in the Linked Image: field, BIBL offers you the option of erasing the link information for that record.

Why use an external viewer?

There are several reasons you might prefer to install a different program for viewing linked images:

additional formats...BIBL's viewer supports only four formats: BMP, PCX, TGA and DIB.   If you want to use GIF or JPEG, you'll need another viewer

additional capabilities...BIBL's built in viewer does not offer editing or printing capabilities. An external viewer/editor like PaintShop Pro or HiJaak would.

BIBL for Windows revision history (since 1.80)

2.17

Improved non-indexed searching performance by about 15-20%. We've added a new file (GMUTANT.DLL) to the BIBLWIN package--this holds a few functions we've coded in Borland C to gain a bit of speed.

Fixed a bug with total value field...if you were editing a record, saved it, then totalled the database, then resumed editing the same record, it was possible to overwrite an existing record.

2.16

Added code to help intercept problems that occur when printing.
Minor modifications to a couple of screens.
Fill-in-the-form registration info screen returns to SHAREWARE version.

2.15d

Minor tweak. Restricted left-right mouse button navigation to the database name, edit-mode and # of records windows. Previously, pressing any of the other buttons at the bottom of the file with the right mouse button was activating record movement.

2.15c

registered version only

Added ability to enter name for alternate primary dictionary. We now distribute a GERMAN dictionary (GERMAN.VTD) if desired in addition to our 100,000 word english language dictionary (AMERICAN.VTD).   Via configuration, you can substitute an alternate to AMERICAN.VTD.

registered and shareware

o When you press the NOTE button, BIBL now places cursor in the memo text window--which means you can press page down to move through the text. Previously, you had to click on the text box to activate the scroll buttons or PgUp/PgDn keys...

2.15b

o added ability to use left & right mouse buttons to move back and forth between records on main display window--just turn right mouse button support on via Maintenance / Configuration, then whenever in read-only mode, you can rest your mouse pointer on the set of display windows atop the various buttons at the bottom of the display window (database name, edit mode/read-only mode indicator, number of records, etc.).   Press left button to move backward, right button to move forward.

2.15a

o added help screen for global change

fixes

o eliminated (we hope) the odd behavior sometimes exhibited by the search window (at

times, falling behind the main display window with no obvious way to bring it back to the front).

2.15

new features

o Added View ASCII file function on Reports Menu (activate by pressing F2).
o File viewer (and report preview function) now show up to 10,000 characters of a file (previously 6500).
o Popup reminder to save record after editing note field using the large viewer (activated when pressing the note button on the main display window).

fixes

o Fixed problem with "subscript out of range" error message if you had an active grid (after a search) and then tried to load entire database to grid (via F6).
o BIBL now looks for *.TXT and *.VTD files as well as *.DIC when searching for custom dictionaries.
o ASCII format export files now format a bit better--some fields were printing on the same line.

2.14

new features

registered version

o Added AUTHOR field to the global change function
o Added ISBN field to the global change function.
o MakeWinBix utililty program released.   This program will create BIX files suitable for import to a BIBL for Windows database from Grateful Med (Medline), PsycInfo (SilverPlatter CD-ROM, ABI-Inform (SilverPlatter CD-ROM), ERIC (SilverPlatter CD-ROM) and user-defined tagged formats.   Ships with registered version diskette.   If you're already registered and received this version through shareware channels (CompuServe, BBS or PSL CD-ROM), call our BBS (703) 993-2219 for the program. It is in the BIBLWIN support directory.

registered and shareware

o Added ability to save main display window size and position on the FILE menu section. This will help users running in something more than 640x480 (VGA) resolution.   You can also restore BIBL to it's default window size   This was first done with release 2.13 but here we have a slightly more intelligent approach to it.

fixes

o pop-up dictionaries no longer pop-up if not in edit mode.
o when you enter edit mode, cursor now moves to first position of the author field.
o fixed problem with global change. Program offering last record in the file twice if confirm before changing was checked.
o fixed problem with global change. Author and Title fields were not displaying for most records when confirm was checked.

2.13

o Added ability to save main display window size and location on exiting the program...when you next activate BIBL for Windows, the main display window assumes the size it had last session.   You can turn this behavior on and off via the Configuration/Miscellaneous menu.   If turned off, BIBL centers the form with default dimensions as it starts up.   This setting does not affect the display grid or other windows.

2.12

o minor fixes to a couple of typos in the text
o changed the way BIBL builds the author/title index. Previous to this release, it was the first 10 characters of the author field plus the first 10 characters of the title field.   Since BIBL shows you the database "sorted" by this index, if you don't have an author or title entry for a record, it is often not displayed.   The new version of this index includes the first 10 characters of the author field, the first 9 characters of the title field, and the 1st character of the publisher field. This change will not effect records already in your database and no rebuilding of your file is necessary.
o increased length for chopping fields to 80 characters (MAX)
o fixed problem where the cancel button wasn't working when you completed an unsuccessful Boolean search--had to discard the Boolean search form using the control box in the upper left.
o fixed problem where HELP button didn't work on single term search after one search was completed.
o improved speed of clearing matches from memory when reinitializing for a second search.
o cleaned up production of BIX files just a bit

2.11

Registered version only

o You may now mark records in the display grid then send only that group of marked records to the report writer.
o MED2BIBL.EXE (a Windows utility) released. MED2BIBL will convert a Grateful Med download into a BIX file suitable for import into a BIBL for Windows database.

Registered and Shareware

o Click on the border of the keyword, class, or location pop up dictionaries to close the window--same as hitting the cancel button (just saves a bit of wrist movement).
o A few visual improvements to some of the program's buttons.
o A bit more error-trapping added

2.10

Added ability to mark and delete a group of records from the display grid.

2.00

New features:

Reworked the report generator.   As before, you can select which fields you want to have appear in your report but you can now also select the order in which the fields appear. You can now create BIX files from the display grid (under dump to disk), including only fields you wish to include.   This provides a mechanism for moving records between

databases. Do a search, dump results to a BIX file, then import that BIX file to another database.
Modified the CLONE function...much more reliable and BIBL provides a visual clue that you're working on a copy of a record (the word "CLONE" appears on the lower left of the display window --under the spell check button--when viewing a clone. Once you edit the cloned record the CLONE tag will disappear.
Added a CANCEL button to the "Load database to GRID" function.
Added ability to modify the field label for the ISBN: field
Added ability to search just the date field.
Added ability to include a note on a report
Added a help screen for searching function (explains how indexing works).

Fixes:

Corrected problem with Global change function sometimes creating a duplicate record.
Several internal enhancements to the BIBLWIN.EXE code--program is a bit more stable and runs somewhat faster.
About 50 other little tweaks throughout the program.

1.99

Added repeat of your search string at the top of the display grid.
Cleaned up several anomalies in reports

1.98

Added ability to truncate (chop) the author, title and publisher fields at a fixed length (from 1 - 65 characters) during report generation.   Click on the "chop long fields" box then select a number between 1 and 65.   Other fields in the report will have varying lengths (depending on the text in the field).   This function is useful for those wanting to produce a fixed-font report of author/title/publisher that lines up in neat columns.

Fixed duplicate keyboard accelator on Boolean search screen (the 'or' radio button and the OK button shared the same ALT-O activation keystroke.

1.97a

Changed behavior of note viewer (pops up when you press the NOTE button on the main display window). Now you don't have to enter EDIT MODE to be able to scroll the window. If you make any change to the displayed text, the UPDATE DISPLAY WINDOW button is activated...which when pressed will replace the text in the main display window's note field with the text from the viewer.

A couple of small fixes (like Boolean search form not clearing off after discarding a grid of matches).

1.97

Added a couple more sort options on reports (title, publisher).

Cleaned up several parts of the program's code--should result in slightly faster performance.

1.96

Boolean search (and / or / not) added.

Value and date field are now searched when doing a full-record search (all fields or anywhere or boolean)

Added a closing message reminding you to make a backup of your database(s) once in a while--be sure to backup all all the xxxxx.IS* files for a database. This will appear about 30% of the time.

a few minor touches: strip embedded returns from fields in reports (export files) is now set true when report writer form loads; if you delete a database, it will no longer show up as the default when you next try to open a new database; a few cosmetic changes...

1.95a

When adding a new record, you now move to the location of the record in the author/title view of the database when you press save.

1.95

Added ability to do global find/replace on title field for registered version.

Added VIEW button on display grid...same function as double clicking but a bit easier to use if you're trying to run this program without a mouse.

Fixed error in report with value field selected and currency formatting check box set to true. Program no longer halts with type mismatch error.' Streamlined a few functions for better performance.

1.94a

Fixed check linked images function. It got broken when we introduced the author/title sorted view to the database.

1.94

Further fixing of ASCII format export option when dumping results of a search (pressing To Disk when the display grid is active). Second and subsequent lines are now flush left with margin. Corrected bug in 1.93a where BIBL was ignoring request to place a space (ASCII 32) between fields on export.

Chopped 200 or so bytes off BIBLWIN.EXE file.

1.93

Oops! Fixed problem introduced when we put the author/title sorted view option in. Now if you're using the grid to view the entire database (F6), and you select an individual record (by double-clicking on the grid entry), the navigation buttons (<< and >> or F8/F9) move you to the next record in the database--and it corresponds to the next record in the grid. Previously, you moved to the next or previous record as seen from the primary key index (roughly chronological order).

Fixed problem where turning off the "move to next field when ENTER is pressed" setting was getting lost at times.

Added BLUE TEXT to the display grid button when it is active (that is, the grid is loaded). Might help you remember that it is loaded.

1.92

Added jump command on search menu -- enables you to move to an approximate point in the database when scanning sequentially.

Added F8 and F9 to move forward and backward through the database when scanning...some found it a bit awkward hitting the VCR-like buttons.

Reworked the way in which registration information is presented in the SHAREWARE version.

Fixed problem where ASCII format reports were beginning the 2nd and subsequent lines with a space...not flush with the left margin.

Updated BIBLWIN.HLP (the help file).

Chopped a thousand or so bytes off BIBLWIN.EXE

1.91

Added preview w/ confirmation to global change function.

Setting RETURNS to move between fields is now a database specific setting.   For some databases you may want returns in the fields, in others you probably don't.   This new approach provides more flexibility.

Added right mouse button command when in EDIT mode. Pressing right mouse button when in edit mode (clicking on any field where the right mouse button isn't assigned to pop-up a dictionary view (keyword, location or classification)) activates a popup menu-- giving you a choice of either saving your edits or cancelling the edits you've made. Click anywhere outside the popup menu to close it.

Little View Keys, View Locn and View Class buttons on main display window are gone.   To activate the dictionary views, either click the right mouse button on the field when in edit mode, or click the left mouse button on the field label.   We yanked the buttons because the text was inaccurate if you changed the field labels.

Shareware version now supports keyword global change.

Added a few function key shortcuts for the main display menu (e.g., F4 - Global Change, F6 - Fill display grid).

1.90

registered version only

Added Global Change facility for publisher, keyword, location, classification and subject fields.

registered and shareware

Added new "Logical View" setting for database. Now, when viewing records in the main display window, they appear in author/title order.   You can turn this off (revert to the original display order) via the Configuration menu (under Databases).

Added configuration setting so pressing return in a field during data entry moves to next field.   Set this under Miscellaneous in the Configuration section.

Added pop-up window for viewing and selecting entries from the classification dictionary. When in Edit mode, press the right mouse button when the cursor is over the classification field.

Numerous tweaks to improve performance.

1.89 minor tweak.
1.88 Added ability to search publisher field.
1.87 Strip embedded CR/LF's from output files; turn off dimming
1.86 Include currency formatting optional in output files
1.84 / 1.85 Minor modifications.
1.83 Added error-trapping code in many places. 1.82 Tab order on data entry screen made more sensible
1.81 Minor stuff
1.80 BIX file creation improved.

Custom Dictionaries

While the 100,000 word dictionary that ships with the registered version of BIBL for Windows is highly compressed and optimized for rapid retrieval, it doesn't contain every word you might use.

To get around this problem, BIBL supports a virtually unlimited number of custom dictionaries as well.

A custom dictionary is simply an ASCII file with each word on a single line.   It is the **exact** format used by Word for Windows--so if you're using that word processor, use those custom dictionaries as your BIBL custom dictionary too.

MKWinBix (Make Win Bix)

The registered version of BIBL for Windows ships with a utility program programs that can help you import data into a BIBL database.

The file BWBIX.WRI (installed during setup) explains the operation of this program.

A Quick Tutorial

We suggest you have BIBL for Windows running while you read this. We'll walk through a couple of operations using the demo database that accompanies the software...

Starting the program

As BIBL activates, you'll see a brief "splash" screen showing the version number of this release.   As this displays, several settings are read from the initialization file <u>BIBLWIN.INI</u>. (If using the shareware version, you'll next see a registration reminder screen about 40% of the time).   After these values are loaded, the main display window opens along with a dialog box which defaults to displaying the database you last used.   If you want to use that file again, just press RETURN or click on the OK box.   To select another database, press the small folder button to the right of the database name box and select from the *.ISD files that display (click on the appropriate database then press RETURN or hit the OK button).

As the database is opened, the first record in the database is displayed.   BIBL displays records sorted in author/title order (the actual sorted value is the first 10 characters of the author field, the first 9 characters of the title field, and the first character of the publisher field...we add that single character from the publisher field to increase the likelihood that records without an author or title will still make it into the author/title index--which governs which records you see when browsing the database).

Navigating the database

At this point you can perform many different functions.   To move through the file in a sequential way, press the < or > buttons (on either side of the EDIT button at the bottom of the window).   To move to the beginning or end of the file, press the |< or >| buttons.

Creating a new record

To begin creation of a new record, click on the NEW button (a blank record appears).

Fill in the fields, letting BIBL perform word wrap on the author, title, publisher and note fields.   When you are finished, press the SAVE button to save the record or the CANCEL button to abandon the information you entered.

As you fill in the record, you'll notice that pressing return moves to the next field.   Pressing tab also moves the cursor.   If you want to use returns in the field, (that is, fix it so that pressing return while in a field actually puts a return in the field rather than moving on to the next field), change the setting in the database-specific settings section of Configuration. This setting (useful if you need returns in your fields) is stored in the database (not BIBLWIN.INI) and applies only to a specific database.

Advanced data entry options.

There are several features built into BIBL's data entry process that can speed your work and reduce the amount of mouse clicking you must perform.   Most are governed by settings in BIBL's configuration file (BIBLWIN.INI).

> **right mouse clicks.**   When your cursor is on the keyword, location or classification field, pressing the right mouse button will pop up a dictionary view window.   Up to 1500 entries from the database for that field will appear in a list box. Click on the term you want to use and it will move automatically to the selected field.

Click the right button on any other field and a pop up menu will appear, offering you the option of saving the record or cancelling you edits.   To ignore this menu and return to editing, just click anywhere outside the pop up menu--it will close.

To activate these right mouse button options, check the appropriate box in the Miscellaneous section of the Configuration option.

Once you save the record, it will be filed in the database and appear in it's proper spot based on the values of the author and title field.

To later edit the record, locate it (via sequential step through or via the SEARCH function). Once it is displayed, press the EDIT button (or click on the right mouse button when the cursor over any field in the record) and you'll enter edit mode. You'll notice the little blue "read only" box changes to "edit mode" to provide you with a bit of feedback on the current state of the program.

As we hope you'll discover, most of BIBL's operation is easy to follow and we've tried to be as explicit as possible with our onscreen instructions.   To get the most out of the program, we suggest you give the demo database a complete workout, then begin creating your own files...

Embedded returns

Under "Database-specific settings" in the configuration menu, you can turn off BIBL's default handling of the RETURN key during data entry--that is, set it so that BIBL stores a carriage return in the field instead of moving to the next field in the record (as though you had pressed the TAB key).

Once you allow returns in a field you have a problem when creating a report--the returns show up in the output file...a situation that ruins creation of a comma delimited file.

To compensate, click the checkbox marked "Strip embedded returns" when creating a report. If you don't make that setting, you'll get a file that looks like this:

    "Frank Thomas","1293 Hanover Street
    Trumbull, CT 06611","Registered via Public Software Library",...

We were using the "TITLE" field to hold a mailing address and the hard return after 'Hanover Street' was written to the output file.   Other database packages would assume this record ended with the hard return after the first line.

Modifying field labels

BIBL for Windows supports using alternative field labels for a number of fiels in a record:

author
title
publisher
subject
classification location
isbn

shareware version does not support renaming classification or location fields.

Change the default text for these fields via the Maintenance | configuration menu (Database-specific settings).   The changes are stored in the database and affect only the database that is open & active when you make the change(s).

tip:

If you want to use BIBL for something other than a book database, remember that two of the renameable fields (classification and location) have pop-up dictionaries to show all values currently in use.   These can help you standardize your data entry--which in turn will boost your retrieval.

Obtaining updates to BIBL for Windows

As a registered user, you're able to obtain all subsequent updates to BIBL for Windows free of charge.   The registration number you receive when registering is capable of unlocking advanced features in any subsequent shareware release of the program that you might encounter.

Here are several sources for the latest version:

Our BBS: 703-993-2219   2400/9600/v.32   24 hours a day

Compuserve: GO IBMAPPS, General Applications Library
                    GO WINSHARE, Database Applications Library

Anonymous ftp: gmutant.wrlc.org   cd /pub/gmutant

Mail: Send $ 10.00 to Clyde W. Grotophorst, 39692 Charlestown Pike, Hamilton, Virginia 22068.   Please specify diskette size.