

CATraxx

User's Guide

Copyright

This software and the documentation that accompanies it are owned by FNProgramvare and protected by the Universal Copyright Convention and other international copyright treaties. All rights are reserved. You must treat this software like any other copyrighted material (for example a book or musical recording), except that you may copy it onto a computer to be used and you may make archive copies of the software for the sole purpose of backing up the software and protecting your investment from loss.

Limited warranty

FNProgramvare warrants the physical media and physical documentation provided by FNProgramvare to be free of defects in materials and workmanship for a period of ninety (90) days from the original date of purchase. If FNProgramvare receives notification within the warranty period of defects in materials or workmanship, and determines that such notification is correct, FNProgramvare will replace the defective media or documentation.

The entire and exclusive liability and remedy for breach of this limited warranty shall be limited to the replacement of defective media or documentation and does not include or extend to any claim for or right to recover any other damages, including but not limited to, loss of profit, data, or use of the software or special, incidental or consequential damages, or other similar claims, even if FNProgramvare has been specifically advised of the possibility of such damages. In no event will FNProgramvare's liability for any damages to you or any other person ever exceed the lower of the list price or the actual price paid for the package or the license to use the software, regardless of the form of the claim.

Restrictions on use

You may not:

Distribute, hire out, license, lease, copy or in any other way make the software or documentation available to others.

Modify, translate, adapt or de-compile the software, or make derivations based on the software or documentation.

Use the software, or allow it to be used, on more than one computer or workstation simultaneously, unless you have a network license for the product.

**Copyright 1996 FNProgramvare
All Rights Reserved**

**FNProgramvare
Storgt. 22
N-1531 Moss**

Contents

- 1.0 What is CATraxx?**
- 2.0 Installing CATraxx**
 - 2.1 To install from the diskettes:
 - 2.2 To install from the hard disk:
- 3.0 Starting CATraxx**
 - 3.1 Creating a database
 - 3.2 Opening a database
- 4.0 Cataloging your music collection**
 - 4.1 Adding an album
 - 4.2 About lookup tables
 - 4.3 Editing an album
 - 4.4 Deleting albums and compressing your database
 - 4.5 Cataloging album covers
 - 4.6 Adding a track
 - 4.7 Editing a track
 - 4.8 Deleting a track
 - 4.9 Marking albums and tracks
 - 4.10 Viewing selected albums only
 - 4.11 Changing the layout of the Browse window
 - 4.12 Viewing tracks from different albums simultaneously
 - 4.13 Changing the sort order
- 5.0 Looking up information**
 - 5.1 How to specify search criteria
 - 5.2 Find Album/Track
 - 5.3 Show Field Values
 - 5.4 Simple Search
 - 5.5 Advanced Search
 - 5.6 Cross References
 - 5.7 Special Search
- 6.0 Creating Reports**
 - 6.1 Cover report
 - 6.2 Discography
 - 6.3 Full report
 - 6.4 Insurance report
 - 6.5 Line report
 - 6.6 List report
 - 6.7 Report lookup table
 - 6.8 Statistics report
 - 6.9 Summary report
- 7.0 Using a CD Player**
- 8.0 Creating a backup copy of your database**
- 9.0 Splitting and merging databases**
- 10.0 Files Needed to Run CATraxx**
- 11.0 Help and Technical Support**

1.0 What is CATraxx?

CATraxx is a quick, efficient, easy-to-use program for organizing your music collection. CATraxx is developed *by* record collectors *for* record collectors to ensure that you get all the features you need.

With CATraxx you can register and look up information about such things as:

- artist, album title, format, release date,
- company, label, catalog number,
- condition, playing time, purchase price and current value,
- song titles, songwriters, producers,
- studios, musicians, instruments.

You can add personal comments for both albums and tracks. Twenty special fields enable you to customize your catalog. You can even store a bitmap picture of the album cover.

CATraxx uses a relational database model. This means that you register most information only once. For example, an artist's name is included in the catalog the first time you add an album by the artist. Later, you simply choose this name from a list. This type of information is stored in "lookup" tables which ultimately save time and valuable disk space on your computer.

CATraxx lets you work with an unlimited number of databases. This means that you can split your collection into different catalogs and organize it to meet your needs. You can also merge existing databases. CATraxx includes routines for taking and restoring backup of the databases you have created.

CATraxx has impressive and powerful search capabilities. You can search for any information you have entered in a catalog. CATraxx lets you cross reference up to five fields. This is an extremely flexible way to search and query data. CATraxx has templates for many types of reports which you can generate to examine on the screen or print out.

CATraxx lets you play CDs from your CD-ROM player.

CATraxx comes with a sample database to get you started and a comprehensive context-sensitive on-line help system.

2.0 Installing CATraxx

Before you begin the installation process, make sure your system meets the following minimum requirements:

- 386-based PC or better
- Microsoft Windows 3.1 or Windows 95
- 4 Mbytes memory (6 Mbytes is recommended)
- 4 Mbytes available space on the hard disk

You can install CATraxx using the diskettes that come with the application or directly from your hard disk if all files have been placed in a directory there.

2.1 To install from the diskettes:

1. Insert diskette number 1 into your diskette drive.
2. If you are running Microsoft Windows 3.1, from the Program Manager **File** menu choose **Run**.
If you are running Microsoft Windows 95, from the **Start** menu choose **Run**.
3. In the text box, type the path to the installation program, for example A:\SETUP, and choose **OK**.
4. When requested, specify the directory where you want to install CATraxe. Unless you specify a different directory the application will be installed in C:\CATRAXX.
5. Choose **OK** to start the installation process.

2.2 To install from the hard disk:

1. Ensure that all CATraxe installation files are in the same directory, for example C:\CATTEMP.
2. If you are running Microsoft Windows 3.1, from the Program Manager **File** menu choose **Run**.
If you are running Microsoft Windows 95, from the **Start** menu choose **Run**.
3. In the text box, type the name of the drive and directory where the installation files are located, then type \SETUP (for example C:\CATTEMP\SETUP) and choose **OK**.
4. When requested, specify the directory where you want to install CATraxe. Unless you specify a different directory the application will be installed in C:\CATRAXX.
5. Choose **OK** to start the installation process.

When the installation process is complete you see the CATraxe group and CATraxe icon.

3.0 Starting CATraxe

Double-click the **CATraxe icon**. You see the CATraxe main window.

Note! In CATraxe, the windows you use most often are always available as icons at the bottom of the main window. To open a window, double-click the icon. You may also open a window by choosing from the **Window** menu or pressing the menu shortcut (for example **Ctrl+B** to open the Browse window). When you no longer need a window, minimize it.

When you start CATraxe for the *first time*, you see the Browse window (if you do not see it, double-click the Browse icon at the bottom of the main window). The Browse window contains the albums from the *sample database* included with CATraxe (this database is called **SAMPLE.MDB**).

Before you can start cataloging your music, you must create your own database. CATraxe enables you to have several databases so you can split your collection in different segments. Separate databases can later be merged.

3.1 Creating a database

1. From the **File** menu choose **New**. You see the Create New Database dialog box.
2. Select the drive and directory where you want to create the database if it is different from the CATraxe directory. In general, we recommend that you do not change the directory.
3. In the **File Name** text box type the name of the database. The name should be one that easily reminds you of the information in the database, for example MUSIC or MUSICLIB. As with other Windows file names, it cannot have more than eight characters. The file extension identifying the database, .MDB, is added automatically.
4. Choose **OK**.

The database is open and you can now begin adding information to it. You see the name of the database in the title bar of the CATraxe window.

If you want to organize your collection using only one database, then you don't have to think about databases again. CATraxe will always open this database when you start the application. If, however, you choose to organize your collection in a way that requires several databases, follow the steps above to create as many as you need. To switch from one database to another, see the section "Opening a Database".

3.2 Opening a database

Whenever you start CATraxe the system will automatically open the last database you worked with. If you have more than one database and want to change, follow the steps below:

1. From the **File** menu, choose **Open**.
2. In the **Directories** list box, select the drive and directory where the database is located if it is different from the CATraxe directory.
3. From the list box of database names, select the database you want to open and choose **OK** or double-click the name.

Note! If you do not exit the program by selecting **Exit** from the **File** menu (or **Close** from the main window's **Control** menu), for example if a system error occurs or there is a power-failure, you may get an error message the next time you try to open the database (probably error 3049). If this happens, run a utility called **FIX** that was installed to the same directory as CATraxe.

4.0 Cataloging your music collection

If you haven't already done so, create a database. Otherwise, make certain the database you

want to work with is open (see the section “Starting CATraxx”).

CATraxx stores two basic types of information:

- *Album* information, such as title, producer, label, etc. “Album” is a general term that can mean a compact disc (CD), a cassette tape, a vinyl (long playing) record, a single (45rpm), a digital tape (DAT), and so forth.
- *Track* information, such as song, song title, length, musicians, etc. “Track” is a general term for any song, movement or work that is contained within an album.

Because most information about an album is common for all tracks on the album, you must define the album information before you can catalog details about the individual tracks.

When you type information, CATraxx can automatically make the first letter in each word uppercase. If you want to use this feature:

1. From the **File** menu choose **Preferences**.
2. In the Preferences dialog box, choose **Data Entry**.
3. Ensure that the option **Uppercase first character** is checked (marked with an X).
4. Choose **OK**.

4.1 Adding an album

To add a new album to your catalog, choose **New** from the **Album** menu. You see the Active Album 1 window. Note the following:

- Since adding an album is something you do often, CATraxx makes this window available to you at any time. The window is always visible and can be minimized and reduced to an icon but not closed.
- CATraxx automatically saves the information the moment you leave the Active Album window to choose another command. You can also save the information by choosing **Save** from the **Album** menu.
- If you want to examine another album, select the album in the Browse window. If it is minimized, double-click the **Browse** icon at the bottom of the main window or press **Ctrl+B**.

Fill in the fields as explained below. Most information you need to enter only once. For example, an artist’s name is included in the catalog the first time you add an album by the artist. Later, you simply choose this name from a list.

Album title Enter the title of the album. CATraxx can handle up to 75 characters.

Artist The name of the artist that released the album. To catalog the artist:

1. Click the **List** button (. . .). You see the Artist Album dialog box.
2. **If the artist is registered in the database**, the name is already listed. To find the artist, either scroll through the list and select the name you want, or type the name (or the first characters in the name) in the text box above

the list. Click the Add (≥) button to move the name to the right-most list box.

You can link up to five artists to the same album. If the album is a compilation made by several different artists, give the album a general name, for example "Various Artists", and register the individual artist information when you add the tracks.

If the artist is not registered in the database, choose **New**. You see the New Artist dialog box. Fill in as much of the information as you want. You can use the Memo field to add personal comments about the artist. When you are ready, choose **OK** to close the dialog box.

3. Choose **OK** to close the Artist Album dialog box. You see the name(s) in the Artist field in the Active Album 1 window.

- Company** The company that released the album. Type the name or select it from the drop-down list.
- Label** Type the label name or select it from the drop-down list.
- Distributor** The company that distributes the album (if known). Type the name or select it from the drop-down list.
- Country** The country of origin. Type the name or select it from the drop-down list.
- Condition** The physical condition of the album. Select one of the pre-defined descriptions from the list or define your own condition as follows:
1. From the **Lookup** menu choose **Condition**.
 2. Delete the items you do not need. To do this, select the item you want to delete and choose **Delete**.
 3. To add a new description, choose **New** and complete the information requested in the dialog box.
- Category** The type of music. You can select one of the pre-defined descriptions from the list or define your own category as follows:
1. From the **Lookup** menu choose **Category**.
 2. Delete the items you do not need. To do this, select the item you want to delete and choose **Delete**.
 3. To add a new description, choose **New** and complete the information requested in the dialog box.
- Registered** The registration date. Today's date is used automatically but you can change it if you want.
- Format** The type of album such as LP, CD or Cassette. You can select one of the pre-defined descriptions from the list or define your own format as follows:
1. From the **Lookup** menu choose **Format**.

2. Choose **New** and complete the information requested in the dialog box. You must specify the number of units contained in the set (for example 4 if there are four CDs in the box) and the number of sides each unit has (for example 1 for CDs, 2 for LPs, etc.).

Released The date the album was released. If you know the day and month, select them from the drop-down lists then type the year, for example 1996.

Catalog no. The record company's catalog number.

Album ID Use this field if you have your own system for identifying albums in your music collection.

Playing time The total playing time in minutes and seconds. CATraxx automatically calculates the total playing time after you have defined each track on the album. You can also calculate the total playing time by choosing **Add Up Playing Time** from the **Album** menu. If you want to manually enter the playing time, you must use the format **mmm:ss**, where m is minutes and s is seconds; for example 053:09.

Purchased The date you purchased the album. If the day, month or year has only one digit type a zero (0) before the numeral; for example, 06.02.97.

Price The purchase price. You can decide, for example, if this refers to the price you actually paid for the album or the retail purchase price if it is different.

Value Current value of the album, for example the collector's value.

Memo This field is for comments. Maximum length is 10.000 characters.

Special info In addition to the standard fields, you can define up to 13 fields for special information. These fields are ready to use, but you may want to change the field names to something more specific (the default names are User-defined 1, User-defined 2 and so on). To name a special field:

1. At the bottom of the CATraxx window, double-click the icon for Active Album 2 (AA2) or press **Ctrl+J**. You see the Active Album 2 window with the 13 fields you can define for albums. There are four text fields (maximum 50 characters), three drop-down list fields, and six check-box fields.
2. From the **File** menu choose **User-defined Fields**. You see the User-defined Fields dialog box.
3. In the text boxes available, type the titles of the special fields, for example 'Record store', 'Borrowed by' or 'For sale'. Ensure that the field number corresponds to the type of field you want the special category to be. For example, the 'For sale' field should be a check box.
4. Choose **OK**.

Note! None of the user-defined fields are shown in field lists (for example when you want to search or print a report) before you have told CATraxx that it is in use. You do this by choosing **Preferences** from the **File** menu and selecting

the fields you are using in the list box **Show fields**.

You have now completed the cataloging of this album. CATraxx automatically saves the information the moment you leave the Active Album window to choose another command. You can also save the information by choosing **Save** from the **Album** menu. You can now:

- start adding detailed information about the tracks on the album (see the section “Adding a New Track”).
- add another album
- work with information about an existing album. You choose the album you want to work with in the Browse window. To activate this window, double-click the Browse icon or press **Ctrl+B**.

4.2 About lookup tables

CATraxx uses a relational database model. This means that you enter most information only once. For example, you enter an artist's name only the first time you add an album by this artist. Later you simply choose this name from a list. CATraxx stores the information in "lookup tables". The result is that you save time and avoid typing errors. The database occupies less space and it is easier to search for exactly the information you want.

The lookup tables can be divided into four groups:

1. **Format**. You enter format (for example **LP**, **MC** or **Double CD**), items (1 for an ordinary album, 2 for a double album and so on), sides (1 for albums with only one side like a CD and 2 for albums with two sides like a LP) and what group the format is to be linked to. CATraxx uses these format groups when creating the statistics report. Please note that an ordinary album and a double album must be separated, for example **LP** and **Double LP**. However, they can both be linked to the same format group.
2. **Artist**. You enter the name, whether it is a group or solo artist, country, formed/born and disbanded/dead. It is also possible to enter line-up (that is, the members of the group). This information can be used when you want to specify musicians that participate on a specific track. If you use this feature, you save a lot of time when you add new tracks!
3. **Person**. You enter the name, country, born and dead. Please note that this table is used by the following fields: **Mixer**, **Musician**, **Producer** and **Songwriter**.
4. **Category, Company, Condition, Country, Distributor, Instrument, Label, Studio** and the five user-defined fields that are linked to lookup tables (**User-defined 5**, **User-defined 6**, **User-defined 7**, **User-defined 16** and **User-defined 17**). You only enter the name of the item, like a country (USA or Norway) or a category (Blues or Rock).

In all lookup tables you may add comments to every item. You can print a report by choosing **Lookup** from the **Report** menu.

For some of the fields linked to lookup tables you select a value by choosing from a drop-down list (for example **Format** and **Company**) when you edit an album or a track. You can also enter the value directly, just like an ordinary text field. If this value is not already in the database, CATraxx adds it automatically. You can press **Ctrl+W** to add a new item, or click inside the field with the 'other' (in most cases the right) mouse button to activate a popup

menu and choose **New** from this menu. For the rest of the fields, for example **Artist** and **Songwriter**, you press the button with the three dots, and then select the items in a dialog box.

Transferring Lookup Tables

The items in the lookup tables in a database is only accessible from within this database. If you work with several databases, you may want to transfer one or more tables from another database. You do this by choosing **Transfer** from the **Lookup** menu. Specify the database to transfer from and select the tables that you want to transfer.

4.3 Editing an album

1. If you do not see the Browse window, open it by double-clicking the **Browse** icon at the bottom of the main window. You may also press **Ctrl+B**.
2. From the list of registered albums, double-click the album you want to work with. You see the Active Album 1 window.
3. Change the information as necessary.
4. If necessary, double-click the **Active Album 2** icon (or press **Ctrl+J**) to edit the special info fields.

CATraxx automatically saves the information the moment you leave the Active Album window to choose another command. You can also save the information by choosing **Save** from the **Album** menu.

4.4 Deleting albums and compressing your database

When you delete albums as explained below, CATraxx will also compress your database to save hard disk space.

1. If you do not see the Browse window, open it by double-clicking the **Browse** icon at the bottom of the main window. You may also press **Ctrl+B**.
2. From the list of registered albums, select the album you want to delete.
3. From the **Album** menu choose **Delete / Active album**. You see the word DELETED in the status bar. Repeat for the other albums you want to delete (if any).
Note! This only *marks* the album(s) for deletion. To actually remove the albums from your hard disk, you must compress the database as explained in the next step.
4. From the **File** menu choose **Compress**. The system asks if you want to delete the album(s). Click **Yes**.

4.5 Cataloging album covers

CATraxx lets you save and display bitmap pictures your album covers. Bitmap pictures

occupy a lot of disk space, but you can have CATraxx compress the pictures by choosing **Preferences** from the **File** menu and checking **Misc. - Use compression / Save pictures**. When using compression, bitmaps may occupy as little as 1/8 of the original size.

To add an album cover to CATraxx:

1. Scan the album cover and save it as a .BMP file or place it on the clipboard.
2. In CATraxx, choose the album from the Browse window.
3. **To add an album cover from a .BMP file:** From the **Edit** menu choose **Load Cover**. You see the dialog box Load Cover. Select the bitmap file and choose **OK**. CATraxx opens the Cover window and places the album cover in the window.

To add an album cover from the clipboard: Open the Cover window by double-clicking the icon at the bottom of the main window. You may also press **Ctrl+R**. Then choose **Paste** from the **Edit** menu. CATraxx places the album cover in the window.

To display an album cover:

1. Choose the album from the Browse window.
2. Open the Cover window by double-clicking the icon at the bottom of the main window. You may also press **Ctrl+R**. You see the album cover in the window.

Note! It may take some time to read the picture from the database. Therefore, if you want to browse the database quickly, always minimize the Cover window.

To remove an album cover:

Open the Cover window and choose **Cut** from the **Edit** menu.

4.6 Adding a track

To add new tracks to the active album, open the Track window by double-clicking on the icon. You may also press **Ctrl+K**. Then press the **New** button. Note the following:

- When you add the first track, you see the dialog box Specify Default Information. Here you enter information that is relevant to all tracks (or most of them). This is usually true for **Artist, Songwriter, Producer, Mixer, Studio, Musician** and **Instrument**. The information you enter in this dialog box is automatically added to all new tracks. This way you can save a lot of time. Please note that this applies only when you choose to add a new track (**New**). If you choose to make a copy of the active track (**Copy**), CATraxx ignores this information.
- You enter information about each track in the Active Track dialog box. The window title indicates what album the track is located on (**Artist, Album title** and **Format**). The tracks position on the album is also shown. With position we mean on what item and what side the track is located. If the track is number 2 on side A, (**A2**) is shown, and if the track is number 4 on side B item 2, (**2-B4**) is shown. The first track you add is always track 1 on side A. When you are ready to add track 1 on side B (does not apply to CDs!), choose **Change side**. Because no other tracks are added to this side, CATraxx asks whether you want to add a new track or a copy of the active track. This corresponds to the buttons **New** and **Copy**. If you have added a track to the wrong position (for example

swapped track 4 and 5), simply choose **Change order** and select the right track position.

Note! It is extremely important that you specify the right format for the album (including items and sides) to be able to add all tracks.

- CATraxx can automatically add musicians and instruments based on the artist(s) performing on the track and when the track was recorded. You must then have specified line-up (that is, members of the group) for these artists. To specify line-up, choose **Artist** from the **Lookup** menu, select artist, press the **Edit** button and then press the **Line-up** button. Enter the musicians that have been a members of the group, what instruments they played and in what period they were members (as an example, open the sample database, **SAMPLE.MDB**, and check out **Throwing Muses**). When you want to add musicians, press the **Automatic** button, specify recording year and let CATraxx add the relevant musicians and instruments.
- Please note that the persons linked to **Songwriter**, **Producer**, **Mixer** and **Musician** all come from the lookup table Person. As a result you can use standard drag-and-drop techniques to transfer names between these lists. Because **Songwriter / Producer / Mixer** and **Musician** are not shown at the same time, you must drag the pointer over the title **Standard** or **Musician** to make visible the list you want to drop the names on.
- CATraxx can automatically read the track length for all tracks on the album. Add first all track (artists, song titles and so on), insert the CD into the CD-ROM player and press the **Read length** button.

You may store the following information for each track:

Song title Enter the title of the song. Maximum length is 75 characters.

Artist The name of the artist that performs on the track. To catalog the artist:

1. Click the **List** button (. . .). You see the Artist Track dialog box. You can link up to five artists to the same track.
2. **If the artist is registered in the database**, the name is already listed. To find the artist, either scroll through the list and select the name you want, or type the name (or the first characters in the name) in the text box above the list. Click the Add (≥) button to move the name to the right-most list box.

If the artist is not registered in the database, choose **New**. You see the New Artist dialog box. Fill in as much of the information as you want. You can use the Memo field to add personal comments about the artist. When you are ready, choose **OK** to close the dialog box.

3. Choose **OK** to close the Artist Track dialog box. You see the name(s) in the Artist field in the Active Track dialog.

Recorded The year the song was recorded.

Length The length of the track in minutes and seconds. If you have a CD-ROM drive (and are adding tracks from a CD!) you do not need to enter this manually, simply insert the CD into the CD-ROM drive and press the **Read length** button. CATraxx reads the length of *all tracks* on the CD. Please note that you need to add all tracks (song title, artist and so on) *before* you press this button. If you want to manually enter the length, you must use the format

mm:ss, where m is minutes and s is seconds; for example 03:43.

Live Check this box if the song is a live recording.

Instrumental Check this box if the song is an instrumental.

Sound Specify whether the recording is in mono or stereo.

Songwriter Specify the songwriter(s). By default you can specify who wrote the music and who wrote the lyrics. If you do not want to do this, choose **Preferences** from the **File** menu and uncheck **Data entry - Songwriter - Specify music/lyrics**. To catalog the songwriter(s):

1. Click the **List** button (. . .). You see the Songwriter dialog box.
2. **If the person is registered in the database**, the name is already listed. To find the person, either scroll through the list and select the name you want, or type the name (or the first characters in the name) in the text box above the list. Click the Add (≥) button to move the name to the right-most list box.

If the person is not registered in the database, choose **New**. You see the New Person dialog box. Fill in as much of the information as you want. You can use the Memo field to add personal comments about the person. When you are ready, choose **OK** to close the dialog box.

3. Choose **OK** to close the Songwriter dialog box. You see the name(s) in the Songwriter field in the Active Track dialog.

Studio Specify the studio(s) where the song was recorded. To catalog the studio(s):

1. Click the **List** button (. . .). You see the Studio dialog box.
2. **If the studio is registered in the database**, the name is already listed. To find the studio, either scroll through the list and select the name you want, or type the name (or the first characters in the name) in the text box above the list. Click the Add (≥) button to move the name to the right-most list box.

If the studio is not registered in the database, choose **New**. You see the New Studio dialog box. You can use the Memo field to add personal comments about the studio. When you are ready, choose **OK** to close the dialog box.

3. Choose **OK** to close the Studio dialog box. You see the name(s) in the Studio field in the Active Track dialog.

Producer Specify the producer(s). For more information on how to catalog producer(s), see **Songwriter**.

Mixer Specify the mixer(s). For more information on how to catalog mixer(s), see **Songwriter**.

Musician/

Instrument Here you specify the musicians and what instruments they play. CATraxx can automatically add musicians and instruments based on the artist(s) performing on the track and when the track was recorded. You must then have specified line-up (that is, members of the group) for these artists. To specify line-up, choose **Artist** from the **Lookup** menu, select artist, press the **Edit** button and then press the **Line-up** button. Enter the persons that have been a member of the group, what instruments they played and in what period they were members (as an example, open the sample database, **SAMPLE.MDB**, and check out **Throwing Muses**). When you want to add musicians, press the **Automatic** button, specify recording year and let CATraxx add the relevant musicians and instruments. To catalog the musicians:

1. Click the **List** button (. . .). You see the Musician dialog box.
2. To catalog a new musician, choose **Add**.
3. **If the person is registered in the database**, the name is already listed. To find the person, either scroll through the list and select the name you want, or type the name (or the first characters in the name) in the text box above the list.

If the person is not registered in the database, choose **New**. You see the New Person dialog box. Fill in as much of the information as you want. You can use the Memo field to add personal comments about the person. When you are ready, choose **OK** to close the dialog box.

4. Choose **OK** to close the Add Musician dialog box. You now need to specify what instrument(s) the person plays.
5. **If the instrument is registered in the database**, the name is already listed. To find the instrument, either scroll through the list and select the instrument you want, or type the name of the instrument (or the first characters in the name) in the text box above the list. Click the Add (≥) button to move the instrument to the right-most list box.

If the instrument is not registered in the database, choose **New**. You see the New Instrument dialog box. You can use the Memo field to add personal comments about the instrument. When you are ready, choose **OK** to close the dialog box.

6. Choose **OK** to close the Musician dialog box. You see the musicians/instruments in the Musician field in the Active Track dialog.

Memo This field is for comments. Maximum length is 10.000 characters.

Special info In addition to the standard fields, you can define up to 7 fields for special information. These fields are ready to use, but you may want to change the field names to something more specific (the default names are User-defined 14, User-defined 15 and so on). There are two text fields (maximum 50 characters), two drop-down list fields, and three check-box fields. To name a special field, choose **User-defines fields** from the **File** menu.

4.7 Editing a track

You do not have to do anything special to edit a track, just make the necessary changes.

Changes you have made is automatically saved when you press one of the buttons. If the track you want to edit is not active, select the relevant track in the Track window and press the **Edit** button.

4.8 Deleting a track

When you want to delete a track, select this track in the Track window and press the **Delete** button. Please note that, unlike albums, tracks are deleted immediately!

4.9 Marking albums and tracks

CATraxx uses a system of marking entries (both albums and tracks). Marking and unmarking your entries can be useful if you wish to select different entries based on some sort of criteria (for example, all albums release by R.E.M.) for a pending action. You may wish to view, edit, search among or even print only the entries that have been marked. You can either mark entries manually or let CATraxx mark the entries based on a search result.

All new albums and tracks you add to your database is automatically marked. The button that looks like a **"V"** on the toolbar indicates whether the album (or track when you have activated the View Tracks dialog box) is marked or not. You mark/unmark the active entry simply by pressing this button. When the entry is marked the button is "in" (pressed), when the entry is unmarked the button is "out" (released). You can also press **Ctrl+M** to mark/unmark.

The status bar always shows the number of albums in the database, and how many of these that are marked. For example, if you have entered 340 albums and 75 are marked, the status bar reads 75 / 340. The same is true when you have opened the View Tracks dialog box by choosing **Tracks** from the **View** menu (200 / 680 means that 200 out of 680 tracks are marked).

4.10 Viewing selected albums only

By default CATraxx shows all albums entered into your database. Use the menu choice **Subset** from the **View** menu to show only the albums that are marked. This is very useful when you want to look at just some of the albums you have entered (for example albums released in 1990). This command is also available when you have activated the View Tracks dialog box by choosing **Tracks** from the **View** menu. For example, you may want to look at tracks performed by U2.

4.11 Changing the layout of the Browse window

You can decide which fields should be displayed in the Browse window and in the View Tracks dialog box. By default **Artist, Album title, Format** and **Released** are displayed for albums (Browse window) and **Song title, Artist and Album title** for tracks (View Tracks dialog box).

You may define up to 5 browse layouts yourself for both albums and tracks. Choose **Browse Layout** from the **File** menu to define your own layout or activate a layout previously defined. You can also click inside the Browse window with the 'other' mouse button (usually the right) and choose **Layout** from the popup-menu. Please note that the browse layout for tracks is

used in the View Tracks dialog box, and not in the Tracks window.

Note! Each database uses separate browse layouts.

4.12 Viewing tracks from different albums simultaneously

When you add a new album or look at existing albums, CATraxx displays the tracks in the same order as they are located on the album (the Tracks window). Occasionally you may want to look at the tracks irrespective of what album they are located on. To do so:

1. Choose **Tracks** from the **View** menu. If one or more tracks are marked, CATraxx asks you if you want to view only the marked tracks.
2. You see the View Tracks window. You can now browse the tracks the same way you browse the albums.

To change the browse layout choose **Browse Layout** from the **File** menu, and to change the sort order choose **Change Sort Order** from the **File** menu. To edit the active track simply choose **Track** from the **Edit** menu. It is not possible to add new tracks or delete existing tracks when you view the tracks this way.

If you have searched for tracks and checked **Show all**, CATraxx will automatically activate the View Tracks dialog window.

4.13 Changing the sort order

By default the albums are sorted on **Artist**, **Released** and **Album title**. The tracks are sorted on **Song title**. Please note that this sort order is only used in the View Tracks dialog box, and not in the Tracks window (see previous section).

You may define up to 5 sort criteria yourself for both albums and tracks. To change the sort order, choose **Change Sort Order** from the **File** menu or click inside the Browse window with the 'other' mouse button (usually the right) and choose **Change Sort Order** from the pop-up-menu.

By default the sort order is *not* automatically updated when you add a new album. You must manually update the sort order by choosing **Update Sort Order** from the **File** menu or pressing **Ctrl+F11**. If you want CATraxx to automatically update the sort order each time you add a new album, choose **Preferences** from the **File** menu and check **Data entry - Sort automatically**.

Note! Because it may take some time to update the sort order when you have added a lot of albums, you may prefer not to automatically update the sort order. Just add all the new albums, and *then* update the sort order by choosing **Update Sort Order** from the **File** menu.

5.0 Looking up information

5.1 How to specify search criteria

CATraxx features very powerful search capabilities. You can search for all information you have entered into the database.

There are five different ways to search:

1. **Find Album/Track.** This is the easiest way to search. Simply fill in the fields you want to search in, choose **OK**, and CATraxx handles the rest!
2. **Show Field Values.** Specify the field you want to search in with the drop-down list. All unique values are then shown in the list box. Select the value you want to search for and choose **OK**. The number of occurrences for each value is also shown. This might be very useful for statistic purposes.
3. **Simple Search.** Lets you define a search criterion based on one of the fields. You specify field, operator and the value you want to search for.
4. **Advanced Search.** Lets you define a search criterion based on up to 12 fields. You can group the fields in different ways using parenthesis and the logical operators AND/OR. The search criteria can be saved to a file for later use.
5. **Cross References.** The cross reference dialog box lets you cross reference up to 5 fields. This is an extremely flexible way to search and query data.

In addition, CATraxx has eight "special searches" that give you features not available in the other search-commands.

Before you continue, please note that you specify a search criterion this way:

<Field> <Operator> <Value>

<Field> is the field you want to search in and **<Value>** is the value you want to search for. **<Operator>** is used to compare the value of the field with the value you specified (for example **contains**, **less than** or **between**). CATraxx supports the use of wildcards (**?** and **)** in connection with the operators **Contains** and **Does not contain**. A wildcard is a character that substitutes for and enables a match by any of the characters or set of characters in its place. The question mark can be thought of as a special character that means replace me with any character you like. The asterisk can be thought of as a special character that means replace me with none or more occurrences of any character you like.

Note! CATraxx does not distinguish between upper and lower case characters when searching.

It is up to you whether CATraxx should search all albums/tracks, or only the albums/tracks that are marked (that is, only search the subset). Use the check box **Search subset** to specify this.

Use the check box **Show all** to specify whether CATraxx should mark the albums/tracks found during the search and show them (activates the **View Subset** or **View Tracks** command), or just show the first album/track found. If you choose the second alternative, choose **Show Next** from the **Search** menu to show the next album/track that was found. To show all albums/tracks found during the last search, choose **Show Result** from the **Search** menu.

Check **Show albums** if you want CATraxx to show what albums the tracks found during the search are located on. If you prefer so, the tracks found can be marked and you can later choose **Tracks** from the **View** menu to view these. Whether the tracks are to be marked or not, is specified by choosing **Preferences** from the **File** menu and checking **Search - Search tracks, show albums - Mark tracks**.

5.2 Find Album/Track

This is the easiest way to search. You can search for both albums and tracks. CATraxx includes only the fields you have entered values for. Please note that you need to enter two values for some of the fields. For example, if you want to search for albums with a playing time between 40 and 60 minutes, you enter **040:00** and **060:00** in the text boxes for playing time.

Here is an example that shows you how to find all CDs (please open the sample database, **SAMPLE.MDB**, first):

1. Choose **Find/Album** from the **Search** menu.
2. Select **CD** from the drop-down list **Format**.
3. Uncheck **Search subset**. We want to search all albums, no matter whether they are marked or not.
4. Uncheck **Show all**. We want to show one album at first and later choose **Show Next** from the **Search** menu. This is faster since CATraxx does not need to mark all albums that are found.
5. Choose **OK** to execute the search.
6. CATraxx will now show the number of albums found (if you do not want this, choose **Preferences** from the **File** menu and uncheck **Search - Show number of records found**). When you choose **OK** the first album found is shown.
7. Choose **Show Next** from the **Search** menu to show the next album that was found.
8. If you want to look at all albums found, choose **Show Result** from the **Search** menu.

5.3 Show Field Values

When using this command, you specify the field you want to search in with the drop-down list. All unique values are shown in the list box. Select the value you want to search for and choose **OK**. The number of occurrences for each value is also shown. This might be very useful for statistical purposes.

Here is an example that shows you how to find all albums released in 1991 (please open the sample database, **SAMPLE.MDB**, first):

1. Choose **Show Field Values** from the **Search** menu.
2. Select **Released** from the drop-down list to the left. CATraxx reads all unique values from this field and show the result in the list box. We only want to look at the year (ignore

day and month). Check **Only year** to do this. The list is now updated and only release year is shown.

3. We want to search for albums released in 1991. Select **1991** from the list.
4. Select **Is equal to** from the right drop-down list.
5. Uncheck **Search subset**. We want to search all albums, no matter whether they are marked or not.
6. Check **Show all**. We want CATraxx to mark all albums found and then show these (that is, show the subset).
7. Choose **OK** to execute the search.

5.4 Simple Search

This command gives you more control. First specify the field you want to search in and the operator to use. Then enter the value you want to search for. You may want to choose **Field values** and select a field value from the list (this is the same list that is shown when you choose **Show Field Values** from the **Search** menu).

CATraxx supports use of wildcards (**?** and *****) in connection with the operators **Contains** and **Does not contain**. A wildcard is a character that substitutes for and enables a match by any of the characters or set of characters in its place. The question mark can be thought of as a special character that means replace me with any character you like. The asterisk can be thought of as a special character that means replace me with none or more occurrences of any character you like.

Here is an example that shows you how to find tracks performed by artists with a name that begins with "R" (please open the sample database, **SAMPLE.MDB**, first):

1. Choose **Simple Search** from the **Search** menu.
2. Select **Artist track** from the first drop-down list (this is the field).
3. Select **Begins with** from the next drop-down list (this is the operator).
4. Enter **R** as the value to search for.
5. Uncheck **Search subset**. We want to search all tracks, no matter whether they are marked or not.
6. Uncheck **Show all**. We want to show one track at first and later choose **Show Next** from the **Search** menu. This is faster since CATraxx does not need to mark all tracks that are found.
7. Uncheck **Show albums**. We do not want the search result to be the albums with the tracks that are found.
8. Choose **OK** to execute the search.
9. CATraxx will now show the number of tracks found (if you do not want this, choose **Preferences** from the **File** menu and uncheck **Search - Show number of records**

found). When you choose **OK** the first track found is shown.

10. Choose **Show Next** from the **Search** menu to show the next track that was found.
11. If you want to look at all tracks found, choose **Show Result** from the **Search** menu.

5.5 Advanced Search

This search command lets you define a search criterion based on up to 12 fields. You can group the fields in different ways. The search criterion can be saved to a file for later use. You enter information about the sub-criteria you want to include in the query in the same way as you do when you use the simple search. For more information, see **Simple Search**.

As you add new fields to search, they are displayed in the list (each field on a single line). Add the logical operator **OR** by pressing the **OR** button. Two fields that are placed on two lines next to each other are grouped by the logical operator **AND**. You add parentheses by choosing either (or).

CATraxx lets you save a search criterion, so that you can use it later. Use the **Save**, **Save as** and **Open** buttons to do this.

Here is an example that shows you how to find tracks by R.E.M. on albums released between 1988 and 1992 (please open the sample database, **SAMPLE.MDB**, first):

1. Choose **Advanced Search** from the **Search** menu.
2. Press the **New** button to create a new empty search criterion.
3. Press the **Add field** button to add the first field.
4. Select **Artist track** from the first drop-down list (this is the field).
5. Select **Is equal to** from the next drop-down list (this is the operator).
6. Enter (or select from the list) **R.E.M.** as the value to search for and choose **OK**.
7. Press the **Add field** button to add the second field.
8. Select **Released** from the first drop-down list (this is the field).
9. Select **Between** from the next drop-down list (this is the operator).
10. Enter **1988** and **1992** as the values to search for and choose **OK**.
11. You may want to save this criterion. If so, click **Save** and enter a file name. Please note that all saved search criteria can also be used as a filter in reports.
12. Uncheck **Search subset**. We want to search all tracks, whether they are marked or not.
13. Check **Show all**. We want CATraxx to mark all tracks found and then show these (that is, show the subset).
14. Uncheck **Show albums**. We do not want the search result to be the albums with the tracks that are found.

15. Choose **OK** to execute the search.

5.6 Cross References

The cross reference dialog box lets you cross reference up to five fields. This is an extremely flexible way to search and query data. The result is shown immediately on the screen. You may want to print a report or execute a search based on the cross references. It is possible to create cross reference based on up to five fields. The dialog box has five list boxes that show the result of the cross references.

Placed right over every list are two drop-down lists. You select field from the left list and operator from the right list:

= Is equal to
>= Is greater then or equal to
<= Is less than or equal to

The operator is by default set to =, as this is the most likely choice.

Please note that in many cases if you want to execute a search based on the cross references, you may want to set the operator to **>=**. This is because CATraxe compares the field value with the operator when the search is executed. For example, if you create a cross reference between an artist and all tracks with this artist, and you want to search for all these tracks, you need to select the first track and then choose the operator **>=** before the search is executed. If you do not do this, CATraxe will think you want to search for *exactly* the track that is selected in the list (since the operator was set to =).

Here is an example that shows you how to create cross references between **Artist album** and **Album title** (please open the sample database, **SAMPLE.MDB**, first):

1. Choose **X-Ref** from the **Search** menu.
2. Select **Artist album** from the drop-down list to the left.
3. Select **Album title** from the drop-down list over the second list box. All albums released by the artist selected in the list to the left are shown.
4. Try to select a different artist and watch CATraxe update the list with album titles.
5. Select **U2** in the list to the left. All albums by U2 are shown.
6. To execute a search based on this cross reference, first select the first album shown in the second list box (**Achtung Baby**).
7. Select the operator **>=** (Is greater then or equal to) from the second operator drop-down list.
8. Uncheck **Search subset** in the **Search** menu. We want to search all albums, no matter whether they are marked or not.
9. Check **Show all** in the **Search** menu. We want CATraxe to mark all albums found and then show these (that is, show the subset).

10. Choose **Execute** from the **Search** menu to execute the search.

5.7 Special Search

CATraxx has eight "special searches" that gives you features not available in the other search-commands:

1. **Song: More than one version** - Searches for songs that you have more than one version of. Is based on Song title and, if you want, Songwriter.
2. **Artist album** - Searches for albums released by *either one of* or *both* the artists you specify.
3. **Artist track** - Searches for tracks performed by *either one of* or *both* the artists you specify. For example, you may want to search for tracks performed by *both* Neil Young and Crazy Horse.
4. **Mixer** - Searches for tracks mixed by *either one of* or *both* the persons you specify.
5. **Musician** - Searches for tracks where *either one of* or *both* the persons you specify play.
6. **Producer** - Searches for tracks produced by *either one of* or *both* the persons you specify.
7. **Songwriter** - Searches for tracks written by *either one of* or *both* the persons you specify.
8. **Studio** - Searches for tracks recorded in *either one of* or *both* the studios you specify.

6.0 Creating Reports

CATraxx has many different reports that you can customize to suit you needs, including reports for discography, insurance, statistics, album cover and various summary reports. All reports can be easily viewed or printed.

You can customize most of the reports to a certain extent to suit your needs. All reports can be preview, printed or sent to a file. We cannot guarantee that the print preview is 100% accurate. It works best with TrueType fonts.

If you want to make changes to the default printer, choose **Print Setup** from the **File** menu. You see the standard Windows printer setup dialog box where you can view or change your computer's current settings for printer, page orientation (landscape or portrait), or paper size. Please note that any changes made to Window's default printer will affect *all* Windows-applications.

The page setup lets you specify margins and what fonts to use. You can use one font for the heading and one for the rest of the report. Default page setup is defined by choosing **Preferences** from the **File** menu, then selecting **Report**. Settings you make here are used by default, but you may override this in the various reports by pressing the **Page Setup** button. In the page setup for each report, you may also specify page numbering and columns.

If you want a test print, that is just the first page (50 lines when printing to a file), check **Test print**. Please note that it is possible to cancel the printing by pressing **Ctrl+C**. You can enter a heading that is printed in a different font at the beginning of the first page. In the heading you can use the code **<date>**, which causes CATraxx to insert the current date. This is very useful when a report layout is saved.

Use **Include** to specify which albums or tracks that are printed:

- **All**
- **Subset** (that is, albums or tracks that are marked)
- **Filter**

A filter specifies which albums or tracks are included in the report. The filter is defined exactly the same way as a search criterion (simple or advanced search). Choose **Preferences** from the **File** menu, then select **Report, Filter** to specify if you want to create a simple or advanced filter. You may also click on the **Filter** button with the 'other' mouse button (usually the right) and choose this from the popup-menu.

Note! All reports can be canceled by pressing **Ctrl+C**.

6.1 Cover report

This report prints **Artist, Album title** and the **Cover**.

6.2 Discography

This report lists all albums released by the specified artist. The following fields are printed: **Released, Album title, Company, Label** and **Catalog number**. If you want, the tracks may also be included. The report uses all available space on the page (page width minus left and right margin). Increase the right margin if you think the report is too "wide".

6.3 Full report

This report provides you with a detailed view of all information entered about an album or track. Every record is printed on a separate page. You should always disable the page numbering. The report uses all available space on the page (page width minus left and right margin). Increase the right margin if you think the report is too "wide".

6.4 Insurance report

This report creates a simple list consisting of **Artist, Album title, Album ID, Price** and **Value**. CATraxx adds up price and value and prints the total sum at the end of the report.

6.5 Line report

This report prints one field on each line. You may save the report layout for later use. The window title displays the name of the report. You may want to set the number of columns to 2 or 3. Choose **Page setup** to do this. The following report files were installed in the same

directory as CATraxx:

- MEMO.LIA (Artist, Album title, Format, Released, Album ID and Memo).
- MEMO.LIT (Artist, Song title, Length, Album title, Album ID and Memo).
- MUSICIAN.LIT (Song title, Artist, Album title, Album ID and Musician).

6.6 List report

This report prints the fields in columns just like the list in the Browse window. Each album or track may occupy up to three lines. You may save the report layout for later use. The window title displays the name of the report. The following report files were installed in the same directory as CATraxx:

- DEFAULT.LSA (Artist, Album title, Format and Released).
- DEFAULT.LST (Artist, Song title and Album title).

6.7 Report lookup table

This report prints the contents of the specified lookup table.

6.8 Statistics report

This report prints the following statistics: number of albums, number of tracks, playing time, track length, total price and value in addition to a summary of the format groups.

6.9 Summary report

This report lets you order data into groups based on fields you select. A group value is printed only when the value has changed. The detail line is printed the same way as the list report. You may save the report layout for later use. The window title displays the name of the report. The following report files were installed in the same directory as CATraxx:

- ARTIST1.SRA (Artist / Album title, Format, Released and Album ID).
- ARTIST2.SRA (Artist / Album title, Format, Released and Album ID + Tracks).
- CATEGORY.SRA (Category / Artist, Album title, Format, Released and Album ID)
- COMPANY.SRA (Company / Artist, Album title, Format, Released and Album ID)
- CONDITI.SRA (Condition / Artist, Album title, Format, Released and Album ID)
- COUNTRY.SRA (Country / Artist, Album title, Format, Released and Album ID)
- FORMAT.SRA (Format / Artist, Album title, Released and Album ID)
- LABEL.SRA (Label / Artist, Album title, Format, Released and Album ID)
- ARTIST.SRT (Artist / Song title, Album title and Album ID).
- MIXER.SRT (Mixer / Artist, Song title, Album title and Album ID).
- MUSICIAN.SRT (Musician / Artist, Song title, Album title and Album ID).
- PRODUCER.SRT (Producer / Artist, Song title, Album title and Album ID).
- SONGWRIT.SRT (Songwriter / Artist, Song title, Album title and Album ID).

7.0 Using the CD Player

CATraxx lets you play CDs with your CD-ROM player. You start the CD Player by choosing **CD Player** from the **Album** menu. If the CD is linked to the database, CATraxx reads **Artist** and **Album title** from the album, and **Artist**, **Song title** and **Songwriter** from the current track.

CATraxx's CD Player has the following buttons: **Start**, **Pause**, **Previous track**, **Next track**, **Stop** and **Eject** (please note that some CD-ROMs do not support this). Check **Random** to play the tracks in random order. Check **Repeat** to re-start track 1 when the last track has finished. Check **Introscan** to play the first 20 seconds of each track on the CD.

Choose **Track order** to change, not surprisingly, the track order. This activates a dialog box where all tracks are shown in the list to the left. The right list shows the tracks you have selected. Please note that if this list is empty, all tracks are accessed in the same order as they appear on the CD. Changes to the track order is automatically saved and used next time the same CD is played. It is not possible to change the track order if the CD is not linked to the database.

Choose **Information** to view the length of all tracks and the total length of the CD.

Note! You link a CD to the active album by choosing **Link to CD** from the **Album** menu.

8.0 Creating a backup copy of your database

Choose **Backup** from the **File** menu to create a backup copy of your database. This backup copy can be used if some unusual event occurs which causes your database to become corrupt and non-recoverable. (Normally, **FIX** will be able to restore your database if it becomes corrupt.) Please note that if a database is too large to fit onto one diskette, it is automatically split in two or more parts. The file on diskette no. 1 is named "**dbname**".001, the file on diskette no. 2 is named "**dbname**".002 and so on.

You may restore a backup by choosing **Restore** from the **File** menu. Please note that you cannot simply copy the necessary file(s) from the diskette(s) to your hard disk. You must use CATraxx's internal routines to do this.

If you want CATraxx to compress the database when taking backup, choose **Preferences** from the **File** menu and check **Misc./Use compression - Backup**. If you use compression the database may occupy as little as $\frac{1}{4}$ of the original size!

Note! To protect against hard disk failure, you should routinely backup your valuable data files. FNProgramvare has no responsibility for any loss of data.

9.0 Splitting and merging databases

CATraxx lets you work with an unlimited number of databases. It is possible to split a single

database in two. The marked albums will be transferred to the other database. These albums will either be transferred to a new database or to an existing database. You split a database by choosing **Split** from the **File** menu.

It is also possible to merge two databases into one. All albums from the database you merge are transferred. You merge two databases by choosing **Merge** from the **File** menu.

10.0 Files Needed to Run CATraxe

CATraxe needs the following files:

In the program directory (the same directory where **CATRAXX.EXE** is located):

CATRAXX.HLP
CATRAXX.MEM
FIX.EXE

In the **SYSTEM** directory (usually **C:\WINDOWS\SYSTEM**):

LHA.DLL
MHRUN400.DLL
MSAES110.DLL
MSAFINX.DLL
MSAJT112.DLL
MSAJT200.DLL
VBDB300.DLL
VBRUN300.DLL
CMDIALOG.VBX
MCI.VBX
MHTIP.VBX
MHCB200.VBX
MHCM200.VBX
MHPFST.VBX
MHPFST.VBX
MHSL200.VBX
MHTAB.VBX
MSMASKED.VBX
MUSCLE.VBX
SSDATA2.VBX
THREED.VBX
VSVIEW.VBX

Several report files were copied to the program directory during installation: **MEMO.LIA** (line report album), **MEMO.LIT**, **MUSICIAN.LIT** (line reports track), **DEFAULT.LSA** (list report album), **DEFAULT.LST** (list report track), **ARTIST1.SRA**, **ARTIST2.SRA**, **CATEGORY.SRA**, **COMPANY.SRA**, **CONDITI.SRA**, **COUNTRY.SRA**, **FORMAT.SRA**, **LABEL.SRA** (summary reports album), **ARTIST.SRT**, **MIXER.SRT**, **MUSICIAN.SRT**, **PRODUCER.SRT** and **SONGWRIT.SRT** (summary reports track).

A sample database (**SAMPLE.MDB**) was also copied to the program directory during installation. This database contains information about 30 albums. We recommend that you open the sample database the first time you run CATraxe. Most examples in the

documentation are referring to this database.

In addition, CATraxx will automatically create the file **CATRAXX.INI** in your **WINDOWS** directory (usually **C:WINDOWS**). Each database you create has a corresponding ini-file with the same name as the database (for example **MUSIC.MDB** and **MUSIC.INI**). This ini-file contains information about the browse layout and sort order.

11.0 Help and Technical Support

Online help is available at any time by choosing **Contents** or **Search** from the CATraxx **Help** menu.

Technical support is available at no charge if you are a registered user. However, support is available only by E-mail or regular mail. Sorry, but we cannot provide telephone support at this time. Contact us at:

FNProgramvare
Storgt. 22
N-1531 Moss
Norway

or

E-mail: fredrik.nordbakke@ostfoldnett.no

When reporting problems, the more information you can provide the better our response can be. If possible, include the following:

- What version of Microsoft Windows are you running? For example, Windows 3.1, Windows for Workgroups, Windows NT or Windows 95.
- What version of CATraxx are you running? You can determine this by choosing **About CATraxx** from the CATraxx **Help** menu. Include the entire "version line" in your report; for example 2.50.00.
- Is the problem reproducible? If so, how?
- If you see a dialog box with an error message when the problem occurs, if possible include the full text of the dialog box, the text in the title bar and the error number.