What is Drag And File

Drag And File streamlines and simplifies the work of managing files under Windows 95 and Windows NT. It offers several unique functions, such as a directory finder, a duplicate file finder and a DOS command utility. Drag And File works at several levels of sophistication and integrates with other management and utility programs. The result is an uncommon degree of flexibility: Drag And File can be configured to meet your needs, your working style, and your experience. When you need more, Drag And File delivers.

Unlike most other Windows file managers, Drag And File allows you to highlight individual files and tag multiple files, which makes possible batch operations on non-contiguous groups of files.

Drag And File offers a broad range of file management tools:

- Drag-and-drop file move, copy, and delete
- Viewing of all text and most graphics files
- Tree and branch batch operations on all files
- Single click execution of most frequent tasks from a toolbar, including viewing
- Separate windows for each drive
- Full configurable hot key control for hands-on keyboard execution
- Formatting and diskcopying for floppy diskettes
- Full access to the Windows 95 Shell functions like creating shortcuts, Quick View and file properties.
- Filter Sets for quick display of special groups of files
- Directory synchronization

Main window

Drag And File displays a window complete with toolbar and menu choices for each drive selected. You may open up to 12 drive windows simultaneously.

The entire program can be run from a single small Drivebar which floats unobtrusively on your screen. The Drivebar makes complete directory and file information just a mouse click away.

Drag And File includes an Uninstaller to remove the program and changes made during installation.

Note: Microsoft Windows' file-handling requirements may make it necessary for you to delete the uninstaller file itself.

User Help

Drag And File is designed to present options and procedures clearly. The window components, including icons, graphic and text buttons, and directory tree displays, make evident what to do and how to do it. Along with ease of use and the ordinary features of file management, Drag And File offers an unusual degree of sophistication.

Canyon Software is committed to producing software that is useful and productive. To help users make full use of Drag And File, Canyon Software maintains a technical help line for registered users from 8:30 AM to 5:30 PM Pacific Time.

Phone	*(415) 453-9779*
Fax	*(415) 453-6195*
BBS	*(415) 453-4289*
CompuServe	*Go CANYON*
America On Line	*DanBCan*
Internet	*support@canyonsw.com*

Options/Settings

From the Options menu you access the Fonts and Settings dialog boxes, which allow you to adjust several aspects of the program's performance and display.

To change fonts:
1. Select Fonts from the Options menu.
    The Fonts dialog box displays. Available fonts are those which are installed under Windows, or under a type manager working with Windows.
    Font options dialog box
2. Make whatever changes you wish and click OK.
    The changes take effect immediately and remain when you exit the program.

To change Settings:
1. Select Settings from the Options menu.
    The Settings dialog box displays. The Settings dialog box has three pages for configuring Drag And File Options. In addition if you have our programs Drag And Zip or Drag And View installed, there

will be pages for configuring them too.   You select a page by clicking the mouse on one of the tabs at the top. The first page is for general settings.

2. Enter your choices for warnings, multiple windows operations and window appearance, file delete and editor.

Overwrite Warnings. When enabled, these warnings appear when the files you are copying or moving are about to overwrite files of the same name.   These warnings can always be overridden at copy or move time.

File Delete. When checked, files deleted in Drag And File will be send to the RECYCLE BIN. When not checked, you will have to use an undelete program to recover deleted files. This option may not work on earlier builds of Windows 95. We know that it works on bulds 474 and greater. This option is not available when running under Windows NT.

Multiple Window Operations. Drag And File lets you perform operations on tagged files in more than one window. These choices allow you to specify which operations you would like to perform in multiple windows.

When **Copy from multiple windows** is checked, Drag And File will perform all file copy operations on the highlighted file or the tagged files from all open Drag And File windows.

When **Move from multiple windows** is checked, Drag And File will perform all file move operations on the highlighted file or the tagged files from all open Drag And File windows.

When **View files from multiple windows** is checked, and you choose the view files option from the Drag And File tool bar or the "Actions" menu, Drag And File will view the highlighted and tagged files from all open Drag And File windows.

When **View directories from multiple windows** is checked, and you choose the view directories option from the Drag And File tool bar or the "Actions" menu, Drag And File will open up a view window with the listing of all the files in the highlighted and tagged directories from all open Drag And File windows.

When **Drag and drop from multiple windows** is checked, all drag and drop operations to other programs include the tagged files or highlighted file from all Drag And File windows. Drag And Drop operations to toolbar buttons will depend on the configuration for the action of the particular button. For example, if you have Drag And File configured to copy from only the active window, dragging files to the copy button will only work on the active window no matter what you have configured for drag and drop.

When **Zip file from multiple windows** is checked and you click on the zip button on the toolbar, the highlighted file or the tagged files in all the open Drag And File windows will be put in the resulting Zip file. This will only work with Canyon Software's program Drag And Zip.

Save Window Layout: Checking this option will have Drag And File save the location and the current directories of all open Drag And File windows when you exit Drag And File. Running Drag And File again will open all the windows of the previous session and have them displaying the same directories as the previous session. To save the layout of multiple Drag And File windows exit with "File/Close All DF Windows".

Window Appearance: These choices follow the pattern for Microsoft Windows: cascaded windows are overlapped slightly, and tiled windows are fully visible.

Editor: Enter your editor of choice in this field and you can edit a highlighted file when you choose the edit file option.

Show Archives as Folders: This option will be visible only if you have Drag And File Gold installed. With Drag And File Gold, Files with the extension ZIP, GZ and TAR will appear as blue folders on the directory tree. Highlighting these files will show the contents of the folder in the file pane. Extracting files from the archives are as easy as performing a copy or move. This option will be checked by default. If you don't want files listed this way, uncheck it.

3. In the drives page you can configure the drives that are available to Drag And File. This is particularly useful on networks where you might want to limit the drives available to different users. The settings in this dialog box will be reflected in both Drag And File and the Drag And File Drive Bar.

Select the drives that you want to have available. To make drive selection easier, there are check boxes where you can turn on or off the different drive types. Drives that have been selected will be displayed below the drive list box.

4. You can turn on Drag And File's DOS Command Line by choosing Show DOS Command Line from the Options menu. In this page you can set the DOS command Line defaults.

DOS In Window: You can run most DOS commands with the SmilerShell and can choose to have these commands run full screen or in a DOS window. The default is to run the commands in a DOS Window.

Inactive DOS Windows Stay Visible: This options determines whether the DOS windows will stay around or close after DOS commands are run. If you choose to have the DOS windows stay around you can easily close them all at once by pressing Ctrl+Shift+K from the keyboard.

Insert Mode: Use this to toggle between Insert or Overtype mode

Configure Toolbar

Drag And File's button toolbar is very easily modified allowing you to add and delete different buttons. Programs can also be added to toolbar buttons. All toolbar buttons can be configured to user Alt or Ctrl key combinations as hot keys. Alt hot keys are shown in the lower right of the button as black on gray. Ctrl hot keys are shown as white on black. There is also an option to completely hide the toolbar. If the toolbar is hidden, the configured hot keys are still active.

To modify the toolbar:
1. Choose Customize Toolbar from the Options menu.
   The Toolbar Customize dialog appears:
   In the list box on the left appear the available button choices. The top two entries are SEPARATOR and NEW PROGRAM. SEPARATOR adds a space between two buttons. NEW PROGRAM allows you to install a program as a button choice. In the list box on the right appear the buttons that are currently part of the toolbar along with their hot keys.

To add a new button
1. Select the position in the Toolbar buttons list box where you want the button to appear. The new button will appear before the selected button. You can also drag buttons in the Toolbar buttons list box to modify their position.
2. Select the button that you want to add from the Available buttons list box. You can also choose SEPARATOR or NEW PROGRAM. If a command button is already in the Toolbar buttons list box, it won't be in the Available buttons list.
3. Choose Add or drag the button to the right hand list box. The button will be added.

To remove a button
1. Select the button that you want to remove from the Toolbar buttons list box. Click on Remove or drag the button to the left hand list box. The button will be removed.

To add a program
1. Select NEW PROGRAM and choose Add. The Add Program dialog will appear.
2. Browse through the directories and files and pick the program that you want to associate with the button. If you want the file that's currently highlighted to be launched with the program check the **Launch Highlighted File With Program** box. When the mouse cursor is over any of the toolbar buttons, a little window will come up saying what the button does. You can enter a custom button description in the **Button Description** field. If no description is entered, the program name will be used.
3. Choose OK and the button will be added to the Toolbar buttons list box. If the program has an embedded icon like most Windows programs, that icon will be placed on the button.

To modify a program button
1. Highlight the button in the Toolbar buttons list box. Choose the Program button and the Add Program dialog will appear. Follow the directions for adding a program.

To add a filter set
1. Select the Filter Set button and then click on the Add button. The Add Filter Set dialog will appear.
2. The available filters are shown in a list box. When you highlight a particular filter, that filter's file spec and other parameters are shown below.
3. Choose OK and a filter set button will be added to the Toolbar buttons list box. The name of the filter set will appear in the tool tip window when you place the cursor over the button.

To add or change a button hot key
1. Highlight the button whose hot key you want to change or add. Select the letter of the hot key that you want to use from the drop down list box in the lower right of the Customize Toolbar dialog box. Choose Alt or Ctrl if you want the hot key to use the Alt key or the Ctrl key.

When you are finished making changes to the toolbar, choose OK. All changes will be saved and windows updated. If you choose a hotkey that is already in use, you will be warned before saving the new hot key.

About the Drivebar

Though small and unobtrusive, the Drag And File Drivebar can provide access to all your Drag And File functions.

The Drivebar consists of a floating bar containing buttons which represent your drives, removable and fixed drives, local and networked, and a control bar. Click on a drive button to open a new drive window. Click on the control bar to open a menu with choices to control the Drivebar display and to close all open Drag And File windows.

The DF Drivebar normally floats in the foreground, above whatever application is current.

Using the Drivebar

To activate the Drivebar, open the Drag And File group window from Program Manager and click on the DF Drivebar icon.

Configuring the Drivebar

The Drivebar can be altered to fit your needs.

To configure the Drivebar:
1. Click on the control bar in the upper left corner of the DF Drivebar icon bar.
   The control menu appears.
2. Click on **Display Vertically** (or **Display Horizontally**) to select the configuration other than the one currently in effect.
3. Click on **Always Visible** to make the Drivebar appear on top of other programs.
4. Click on **Close All Drag And File Windows** to close all open Drag And File drive windows, but leave the Drivebar icon visible.
5. Click on other choices as needed to Move, Close, open a Help window, or to see information about the Drivebar.

Drag And File Main Window

The Drag And File window is divided into several functional and information sections. Drag And File can open up to twelve windows simultaneously.

The menu bar contains drop down menus. They are accessible with a mouse or directly from the keyboard by using the Alt key in combination with the underlined letter or arrow keys.

The information sections contain data about the drive currently displayed, number of directories on this drive, the space remaining on the drive, the files in the selected directory, and their total size.

The drive buttons allow you to choose which drive information the open window displays. Double clicking on the icon of the currently displayed drive opens a second window displaying that drive.

The lower half of the window is divided into two panes: information in the left pane concerns directories, and information about files appears in the right pane.