

## The Print Que for Windows

**Purpose:** The normal procedure for printing a document in Microsoft Excel and Word for Windows involves waiting for the application to send the entire document to the Print Manager before the next document can be created or loaded. This program is designed to allow the users of these programs to create a list of the documents and/or spreadsheets to be printed, which THE QUE will then print.

### Hardware/Software Requirements:

- IBM Compatible 286 or 386 Computer
- Microsoft Windows version 3.0 or higher, running in Standard or 386 Enhanced Mode.
- Microsoft Excel version 3.0 or higher
- Microsoft Word for Windows version 1.1 or higher
- MS DOS version 3.3, 4.01, or 5.0 (untested on other versions)

**Installation:** Copy the QUE.EXE, VBRUN100.DLL, and WNDFIND.DLL files into the WINDOWS directory. (for this version of THE QUE, these files **must** be in a directory named "WINDOWS")

**Operating Conventions:** THE QUE, like other Windows applications, is made up of Drive, Directory, File, and Text Boxes and Command Buttons. These controls can be operated in several ways, including mouse, keyboard, or a combination of the two.

### Mouse operation:

To operate a **Drive List** Box click on the down arrow on the right side of the box to make the list appear below the box. If there are more drives than can be shown, use the scroll bars to advance the list. To select the correct drive Double - Click on it.

Selecting **directories** and **file names** uses a similar process, except that the lists are visible without using the down arrow. After a directory is selected, its icon will change from an image of a closed file folder to one of an open folder, and the icons for any parent directories will also be shown as open folders.

To operate the different **command buttons**, click on them.

### Keyboard Operation:

Operation of the controls with the keyboard is done by first selecting the control to be operated on, using the "TAB" key to move among the program controls. (Combining "SHIFT" and "TAB" causes backward movement through the controls.) When a box is "active," the first item in its list will be highlighted and have a dashed line around it. When a button is "active," a dashed line will appear around the command in the center of the button.

To operate the **Drive List** Box after selecting it, hold down the "CTRL" key while

pressing the "DOWN ARROW" key. When the list of drives appears below the box, use the arrow keys to highlight the desired drive and press the "ENTER" key to register your selection.

As in mouse operation, **directories** and **files** are selected in the same way as drives, except that there is no drop down list.

To operate a **Command Button** after selecting it, press the "ENTER" key to start the command.

Mouse/Keyboard Combination: The Text Boxes on the setup screen are the only controls that can be operated using a combination of the mouse and the keyboard. To enter the program path, click the mouse cursor on the line where a directory path is to be entered, then type in the desired path.

Initializing THE QUE: When THE QUE is opened for the first time, an initialization screen will appear.

**If using a mouse**, click on the round "button" next to one of the application names, then either type in the appropriate directory path or select the drive, directory(s), and file name for the application as explained above. Repeat the process for the other application.

**If not using a mouse**, Select the button for one of the applications as explained above. Either type in the directory path for the application or select the drive, directory(s), and file name for the application as explained above. Repeat the process for the other application.

Program Operation: Use the mouse or keyboard to select the drive, directory, and file names of the documents and/or spreadsheets that are to be printed. Select a file either by double-clicking on its name or by clicking once on the file name and pressing the "Add" button on the right side of the screen. Files can be removed from the que by selecting the filename in the "Files in the Que" box and pressing the "Delete" button. When the list in the "Files in the Que" box is correct, press the "Start Que" button to put THE QUE into operation. NOTE: If files in the que are saved on a floppy disk, that disk must be in the drive while THE QUE is operating.

Limitations:

- File access in this version is limited to the default filename extensions that are created by the program (ie "xls" or "doc").
- If Windows is run in conjunction with any of the popular screensavers, disable the screensaver before running THE QUE.
- If THE QUE is being run on a machine that has low memory (1 megabyte), close or disable all possible applications and remove wallpaper or complex patterns from the

desktop to improve efficiency. (THE QUE will open and close all necessary applications as it operates.)

- The biggest limitation at this time is that the paper orientation selected under printer setup must match the formatted orientation of the document. (This limitation does not apply to spreadsheets using printers that allow the paper orientation to be set in the Page Setup dialog box in EXCEL 3.0. One such printer is the HP Laserjet III printer.)
- The unregistered version of this program is limited to a maximum of three files in the que at a time.

Registration: The author request that shareware user limit the trial of this program to 30 days To register this program send \$25.00 to:

Arthur S Chadbourne

133 Parker Street  
Lowell MA 01851

Registered user of this program will receive a floppy diskette containing a version of THE QUE with the ability to list twenty-five files for printing and without the "nagware" reminders present in the shareware version of the program.

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