

# Software Manager Help Index

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## **View menu commands**

The View menu offers the following commands:

<u>Toolbar</u>	Shows or hides the toolbar.
<u>Status Bar</u>	Shows or hides the status bar.
<u>Set Tab Stops</u>	Set tab stops for the current document.
<u>Set Font Bar</u>	Set the text font for the current document.
<u>Set Printer Font</u>	Set the text font to be used when printing the current document.
<u>Mirror Display Font</u>	Use the same to edit and print the current document.

## **Open Configuration File Backup dialog box**

Select the name of the configuration file and press the Open button. You can select the following configuration files:

AUTOEXEC.BAT	- MS-DOS Startup Command File
CONFIG.SYS	- MS-DOS Startup File
WIN.INI	- Windows Initialization File
SYSTEM.INI	- Windows Initialization File

The next dialog box will display a selection list of available backups for the configuration file you selected.

## **Configuration File Backups (Including Registration Database)**

**Note: In the discussion below the term "Configuration File" refers to DOS and Windows files that store startup commands and configuration parameters (ex. INI files, AUTOEXEC.BAT).**

The Software Manager automatically creates a backup version configuration files when modified using the text editor. Configuration file backup versions are also automatically created when you start a program specifically designed to modify configuration files like Windows SETUP and the Control Panel. Additionally, a backup version of the registration database (REG.DAT) is created when the registration database editor is started from Software Manager.

The backup versions are accessed using the Open Configuration File Backup command on the Configuration menu. The files are stored under the Software Manager VAULT subdirectory.

The Registration Database file (REG.DAT) backup versions can not be opened from within the Software Manager. To replace the current version with a backup version, copy the backup version from the VAULT\REGDAT subdirectory to the main windows directory.

Additionally, each time a software application is installed or uninstalled all configuration files are stored in the VAULT\CFGSAVE subdirectory. These files include AUTOEXEC.BAT, CONFIG.SYS, WINDOWS\\*.INI, WINDOWS\\*.GRP, and REG.DAT.

You can delete backup versions from any directory under the VAULT subdirectory without affecting the performance of the Software Manager.

## **Contacting PCSoft**

To obtain technical support regarding this product, call PCSoft at the number listed below. For questions about a specific application program, contact the software manufacturer.

Your feedback regarding this product is valuable. If you have a comment or suggestion to make this product better, please contact PCSoft.

### **Address and Phone Numbers:**

**PCSoft**

25 Mt. Lassen Drive  
San Rafael, CA 94903

Phone: (415) 492-0123

FAX: (415) 492-8950

Email: 72203,2310@compuserve.com

## **Registration**

If you use this product for more than 10 days, you are required to register your copy with PCSoft. Registered users will receive the next version of this program for free and will receive technical support. In addition, the registration reminder screens are disabled in registered copies.

The registration fee is \$19.95. The file ORDER.WRI contains the order form.

## **Related Topic**

[Contacting PCSoft](#)

## **Product Functions and Features**

Listed below is a Software Manager functions and features list. If you are evaluating other products designed to help you install or remove applications, use this list as a starting point for determining which product best meets your needs and expectations.

### Installation Wizard

- o Automatically locates install/setup program on application diskette #1
- o Generates comprehensive installation report showing changes made to ALL INI files in addition to showing changes made to AUTOEXEC.BAT, CONFIG.SYS, WIN.INI and REG.DAT (Windows registration database)
- o Supports both Windows and MS-DOS product installs.
- o Prompts to scan installation files for viruses using your favorite antivirus product
- o Prompts to backup existing application prior to performing an upgrade
- o Generates an inventory report showing summary of software installed on your system
- o Provides instructions after failed installation
- o Can monitor installations even if Windows is exited or system is re-booted

### Uninstall Wizard

- o Select application to remove by Software Manager inventory, by Program Manager item, by file, or by directory.
- o Software removal based on installation log
- o Automatically removes application (with your confirmation). Updates AUTOEXEC.BAT, CONFIG.SYS, WIN.INI, SYSTEM.INI, REG.DAT, Program Manager groups/items, deletes files, deletes directories
- o Reports changes made to all INI files in the main Windows directory
- o Safely removes VBX, DLL, and font files
- o Optionally generates application specific removal procedure

### Configuration File Wizard

- o Full-text editor with print preview that supports larger files than notepad or sysedit
- o Opens main configuration files like sysedit
- o Automatically creates archive when configuration file is changed.
- o Supports over 50,000 archive versions of a configuration file
- o Easy retrieval of archive versions of a configuration file
- o Generates easy to read file difference report showing difference between current configuration file and an archived configuration file

### SafetyNet

- o Rescue disk builder that automatically formats diskette, copies key configuration files, and key utilities to diskette
- o Prevents removal of critical system software like disk compression and security programs
- o Helps you repair damage caused to your system after a failed installation

## Shareware Concept

Shareware distribution gives users a chance to try software before buying it. If you try a Shareware program and continue using it, you are expected to register. Individual programs differ on details -- some request registration while others require it, some specify a maximum trial period. With registration, you get anything from the simple right to continue using the software to an updated program with printed manual.

Copyright laws apply to both Shareware and commercial software, and the copyright holder retains all rights, with a few specific exceptions as stated below. Shareware authors are accomplished programmers, just like commercial authors, and the programs are of comparable quality. (In both cases, there are good programs and bad ones!) The main difference is in the method of distribution. The author specifically grants the right to copy and distribute the software, either to all and sundry or to a specific group. For example, some authors require written permission before a commercial disk vendor may copy their Shareware.

Shareware is a distribution method, not a type of software. You should find software that suits your needs and budget, whether it's commercial or Shareware. The Shareware system makes fitting your needs easier, because you can try before you buy. And because the overhead is low, prices are low also. Shareware has the ultimate money-back guarantee -- if you don't use the product, you don't pay for it.



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



## What is Software Manager?

The Software Manager(tm) is a Shareware product that provides three wizards to help you manage the system and application software on your computer. The wizards eliminate the risk and guesswork associated with installing new software, removing software, maintaining Windows initialization (INI) files, and maintaining DOS configuration files (AUTOEXEC.BAT and CONFIG.SYS).

The Software Manager simplifies the complex task of removing all traces of an existing application from your system. Using an expert system, the Software Manager guides you through the steps required to safely uninstall an application. Both manual and automated uninstalls are provided.

Using the manual option, the Software Manager generates a complete report that tells you exactly what updates you must make to remove **NEW** and **EXISTING** applications from your system. Using the automated option, file deletions, program manager updates, and configuration file updates are performed automatically (with your confirmation).

The installation wizard guides you through the steps required to safely install new software, and creates a comprehensive report of changes made to your system by the installation process.

The configuration file wizard provides a full featured ASCII text editor to modify DOS and Windows(tm) configuration files. The text editor can handle larger text files than Notepad and Sysedit. An automatic backup is created when a configuration file is changed. Difference reporting allows review of changes between current and previous versions of a configuration file.

The Software Manager was designed for both novice and expert Windows users.

## **File menu commands**

The File menu offers the following commands:

<u>New</u>	Creates a new document.
<u>Open</u>	Opens an existing document.
<u>Close</u>	Closes an opened document.
<u>Save</u>	Saves an opened document using the same file name.
<u>Save As</u>	Saves an opened document to a specified file name.
<u>Print</u>	Prints a document.
<u>Print</u>	Displays the document on the screen as it would appear printed.
<u>Preview</u>	
<u>Print Setup</u>	Selects a printer and printer connection.
<u>Run</u>	Execute a program.
<u>DOS Prompt</u>	Run commands from the DOS prompt.
<u>Exit</u>	Exits Software Manager.

## **Edit menu commands**

The Edit menu offers the following commands:

<u>Undo</u>	Reverse previous editing operation.
<u>Cut</u>	Deletes data from the document and moves it to the clipboard.
<u>Copy</u>	Copies data from the document to the clipboard.
<u>Paste</u>	Pastes data from the clipboard into the document.
<u>Delete</u>	Deletes selected text from the current document.
<u>Find</u>	Find first occurrence text in the current document.
<u>Find Next</u>	Find other occurrences of text in the current document.
<u>Replace</u>	Replace text in the current document.
<u>Select All</u>	Select all text in the current document.

## **Reports menu commands**

The Reports menu offers the following commands:

<u>Generate Inventory Report</u>	Creates an inventory report of software applications installed using the Software Manager
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## **Generate Inventory Report (Reports menu)**

Create a formatted report showing the software installed on your machine using Software Manager.

## **Cycle menu commands**

The Recycle menu offers the following commands:

<u>Reboot</u>	Reboots your computer. Similiar to pressing CNTL+ALT+DEL
<u>Restart</u>	Closes and restarts Windows

## **Restart Command (Recycle menu)**

This command will close and restart Windows.

**Reboot Command (Recycle menu)**

This option will warm restart your computer. Similiar to pressing CTL+ALT+DEL.



## **Window menu commands**

The Window menu offers the following commands, which enable you to arrange multiple views of multiple documents in the application window:

<u>New Window</u>	Creates a new window that views the same document.
<u>Cascade</u>	Arranges windows in an overlapped fashion.
<u>Tile</u>	Arranges windows in non-overlapped tiles.
<u>Arrange Icons</u>	Arranges icons of closed windows.
<u>Window 1,</u>	Goes to specified window.
<u>2, ...</u>	

## **Configuration menu commands**

The configuration menu offers the following commands, which allow you to easily manage configuration files.

<u>Open AUTOEXEC.BAT</u>	Opens the DOS startup batch file.
<u>Open CONFIG.SYS</u>	Opens the DOS startup configuration file.
<u>Open WIN.INI</u>	Opens the Windows WIN.INI initialization file.
<u>Open SYSTEM.INI</u>	Opens the Windows SYSTEM.INI initialization file.
<u>Backup All Configuration Files</u>	Creates a backup of key configuration files.
<u>Open All Files</u>	Opens all four configuration files like Sysedit.
<u>Run Control Panel</u>	Runs the Control Panel.
<u>Run Setup</u>	Runs the Windows Setup program.



### **Backup All Configuration Files (Configuration Menu)**

This command automatically archives key Windows and MS-DOS configuration files into the Software Manager VAULT\CFGSAVE subdirectory.

## **Software menu commands**

The software menu offers the following commands, which allow you to easily and safely install and uninstall application software

Start Installation

Start application installation process.

Generate Install

End application installation process and generate report.

Report

Uninstall

Uninstall application software.

## **Tools menu commands**

The Tools menu offers the following commands:

<u>File Manager</u>	Start File Manager.
<u>Print Manager</u>	Start Print Manager.
<u>System Information</u>	Obtain system information.
<u>Preferences</u>	Customize Software Manager.
<u>Backup Software</u>	Run your backup software.
<u>Anti-Virus Software</u>	Run your Anti-Virus software.
<u>Build Rescue Diskette</u>	Automatically creates a bootable diskette

## **Help menu commands**

The Help menu offers the following commands, which provide you assistance with this application:

<u>Index</u>	Offers you an index to topics on which you can get help.
<u>Using Help</u>	Provides general instructions on using help.
<u>SYSTEM.INI File Settings</u>	Provides information about the Windows SYSTEM.INI File.
<u>WIN.INI File Settings</u>	Provides information about the Windows WIN.INI File.
<u>Registration DB Index</u>	Help index for the Registration Database Editor (REGEDIT.EXE).
<u>About</u>	Displays the version number of this application.

## **New command (File menu)**

Use this command to create a new document in Software Manager.

You can open an existing document with the Open command.

## **Shortcuts**

Toolbar:



Keys: CTRL+N

## **Open command (File menu)**

Use this command to open an existing document in a new window. You can open multiple documents at once. Use the Window menu to switch among the multiple open documents. See [Window 1, 2, ... command](#).

You can create new documents with the [New command](#).

## **Shortcuts**

Toolbar:   
Keys: CTRL+O

## **File Open dialog box**

The following options allow you to specify which file to open:

### **File Name**

Type or select the filename you want to open. This box lists files with the extension you select in the List Files of Type box.

### **List Files of Type**

Select the type of file you want to open:

### **Drives**

Select the drive in which stores the file that you want to open.

### **Directories**

Select the directory in which stores the file that you want to open.

## Close command (File menu)

Use this command to close all windows containing the active document. The Software Manager suggests that you save changes to your document before you close it. If you close a document without saving, you lose all changes made since the last time you saved it. Before closing an untitled document, the Software Manager displays the Save As dialog box and suggests that you name and save the document.

You can also close a document by using the Close icon on the document's window, as shown below:






## Save command (File menu)

Use this command to save the active document to its current name and directory. When you save a document for the first time, the Software Manager displays the Save As dialog box so you can name your document. If you want to change the name and directory of an existing document before you save it, choose the Save As command.

## Shortcuts

Toolbar:   
Keys: CTRL+S

**Save As command (File menu)**

Use this command to save and name the active document. The Software Manager displays the Save As dialog box so you can name your document.

To save a document with its existing name and directory, use the Save command.

## **File Save As dialog box**

The following options allow you to specify the name and location of the file you're about to save:

### **File Name**

Type a new filename to save a document with a different name. A filename can contain up to eight characters and an extension of up to three characters.

### **Drives**

Select the drive in which you want to store the document.

### **Directories**

Select the directory in which you want to store the document.

### **1, 2, 3, 4 command (File menu)**

Use the numbers and filenames listed at the bottom of the File menu to open the last four documents you closed. Choose the number that corresponds with the document you want to open.

## **Exit command (File menu)**

Use this command to end your Software Manager session. You can also use the Close command on the application Control menu. The Software Manager prompts you to save documents with unsaved changes.

### **Shortcuts**

Mouse: Double-click the application's Control menu button.



Keys: ALT+F4

## **Undo command (Edit menu)**

Use this command to reverse the last editing action, if possible. This command is dimmed on the menu if you cannot reverse your last action.

### **Shortcuts**


Keys: CTRL+Z or  
ALT-BACKSPACE

## **Cut command (Edit menu)**

Use this command to remove the currently selected data from the document and put it on the clipboard. This command is unavailable if there is no data currently selected.

Cutting data to the clipboard replaces the contents previously stored there.

## **Shortcuts**


Toolbar:   
Keys: CTRL+X

## **Copy command (Edit menu)**

Use this command to copy selected data onto the clipboard. This command is unavailable if there is no data currently selected.

Copying data to the clipboard replaces the contents previously stored there.

## **Shortcuts**

Toolbar: 


Keys: CTRL+C



## **Paste command (Edit menu)**

Use this command to insert a copy of the clipboard contents at the insertion point. This command is unavailable if the clipboard is empty.

### **Shortcuts**

Toolbar:   
Keys: CTRL+V

**Toolbar command (View menu)**

Use this command to display and hide the Toolbar, which includes buttons for some of the most common commands in the Software Manager, such as File Open. A check mark appears next to the menu item when the Toolbar is displayed.

See [Toolbar](#) for help on using the toolbar.

## Toolbar



The toolbar is displayed across the top of the application window, below the menu bar. The toolbar provides quick mouse access to many tools used in The Software Manager.

To hide or display the Toolbar, choose Toolbar from the View menu (ALT, V, T).

**Status Bar command (View menu)**

Use this command to display and hide the Status Bar, which describes the action to be executed by the selected menu item or depressed toolbar button, and keyboard latch state. A check mark appears next to the menu item when the Status Bar is displayed.

See [Status Bar](#) for help on using the status bar.

## Status Bar



The status bar is displayed at the bottom of the Software Manager window. To display or hide the status bar, use the Status Bar command in the View menu.

The left area of the status bar describes actions of menu items as you use the arrow keys to navigate through menus. This area similarly shows messages that describe the actions of toolbar buttons as you depress them, before releasing them. If after viewing the description of the toolbar button command you wish not to execute the command, then release the mouse button while the pointer is off the toolbar button.

The right areas of the status bar indicate which of the following keys are latched down:

<b>Indicator</b>	<b>Description</b>
CAP	The Caps Lock key is latched down.
NUM	The Num Lock key is latched down.
SCRL	The Scroll Lock key is latched down.

**Cascade command (Window menu)**

Use this command to arrange multiple opened windows in an overlapped fashion.

**Tile command (Window menu)**

Use this command to arrange multiple opened windows in a non-overlapped fashion.

**Tile Horizontal command (Window menu)**

Use this command to vertically arrange multiple opened windows in a non-overlapped fashion.



**Tile Vertical command (Window menu)**

Use this command to arrange multiple opened windows side by side.

## **Window Arrange Icons Command**

Use this command to arrange the icons for minimized windows at the bottom of the main window. If there is an open document window at the bottom of the main window, then some or all of the icons may not be visible because they will be underneath this document window.

### **1, 2, ... command (Window menu)**

The Software Manager displays a list of currently open document windows at the bottom of the Window menu. A check mark appears in front of the document name of the active window. Choose a document from this list to make its window active.

**Index command (Help menu)**

Use this command to display the opening screen of Help. From the opening screen, you can jump to step-by-step instructions for using the Software Manager and various types of reference information.

Once you open Help, you can click the Contents button whenever you want to return to the opening screen.

## **Using Help command (Help menu)**

Use this command for instructions about using Help.

**About command (Help menu)**

Use this command to display the copyright notice and version number of your copy of Software Manager.

## Context Help command



Use the Context Help command to obtain help on some portion of Software Manager. When you choose the Toolbar's Context Help button, the mouse pointer will change to an arrow and question mark. Then click somewhere in the Software Manager window, such as another Toolbar button. The Help topic will be shown for the item you clicked.

## Shortcut

Keys:      SHIFT+F1

## **Title Bar**

The title bar is located along the top of a window. It contains the name of the application and document.

To move the window, drag the title bar. Note: You can also move dialog boxes by dragging their title bars.

A title bar may contain the following elements:

- Application Control-menu button
- Document Control-menu button
- Maximize button
- Minimize button
- Name of the application
- Name of the document
- Restore button



**Scroll bars**

Displayed at the right and bottom edges of the document window. The scroll boxes inside the scroll bars indicate your vertical and horizontal location in the document. You can use the mouse to scroll to other parts of the document.

## **Size command (System menu)**

Use this command to display a four-headed arrow so you can size the active window with the arrow keys.



After the pointer changes to the four-headed arrow:

1. Press one of the DIRECTION keys (left, right, up, or down arrow key) to move the pointer to the border you want to move.
2. Press a DIRECTION key to move the border.
3. Press ENTER when the window is the size you want.

Note: This command is unavailable if you maximize the window.

### **Shortcut**

Mouse: Drag the size bars at the corners or edges of the window.

### **Move command (Control menu)**

Use this command to display a four-headed arrow so you can move the active window or dialog box with the arrow keys.



Note: This command is unavailable if you maximize the window.


### **Shortcut**

Keys: CTRL+F7

### **Minimize command (application Control menu)**

Use this command to reduce the Software Manager window to an icon.

### **Shortcut**

Mouse: Click the minimize icon  on the title bar.  
Keys: ALT+F9

## **Maximize command (System menu)**

Use this command to enlarge the active window to fill the available space.

### **Shortcut**

Mouse: Click the maximize icon  on the title bar; or double-click the title bar.  
Keys: CTRL+F10 enlarges a document window.

### **Next Window command (document Control menu)**

Use this command to switch to the next open document window. The Software Manager determines which window is next according to the order in which you opened the windows.

#### **Shortcut**

Keys: CTRL+F6

### **Previous Window command (document Control menu)**

Use this command to switch to the previous open document window. The Software Manager determines which window is previous according to the order in which you opened the windows.

#### **Shortcut**

Keys:      SHIFT+CTRL+F6

## **Close command (Control menus)**

Use this command to close the active window or dialog box.

Double-clicking a Control-menu box is the same as choosing the Close command.



Note: If you have multiple windows open for a single document, the Close command on the document Control menu closes only one window at a time. You can close all windows at once with the Close command on the File menu.

### **Shortcuts**

Keys:      CTRL+F4 closes a document window  
              ALT+F4 closes the window or dialog box



**Restore command (Control menu)**

Use this command to return the active window to its size and position before you chose the Maximize or Minimize command.

## **Switch to command (application Control menu)**

Use this command to display a list of all open applications. Use this "Task List" to switch to or close an application on the list.

### **Shortcut**

Keys: CTRL+ESC

### **Dialog Box Options**

When you choose the Switch To command, you will be presented with a dialog box with the following options:

#### **Task List**

Select the application you want to switch to or close.

#### **Switch To**

Makes the selected application active.

#### **End Task**

Closes the selected application.

#### **Cancel**

Closes the Task List box.

#### **Cascade**

Arranges open applications so they overlap and you can see each title bar. This option does not affect applications reduced to icons.

#### **Tile**

Arranges open applications into windows that do not overlap. This option does not affect applications reduced to icons.

#### **Arrange Icons**

Arranges the icons of all minimized applications across the bottom of the screen.

## **Choose Font dialog box**

This dialog box allows you to change the presentation of a document

**Find command (Edit menu)**

Use this command to locate text in the active document.

## **Find dialog box**

This dialog box allows you to specify specific text to find in the current document.

## **Replace command (Edit menu)**

Search and replace text.

## **Replace dialog box**

Place the text you want to replace in the **Find What** box. Place the replacement text in the **Replace With** Box

**Find Next command (Edit menu)**

Use this command to find other occurrences of text in the current document. This command will find text specified in the Find dialog box..

**Shortcut**

Key: F4



**Select All command (Edit menu)**

Use this command to select all text in the current document.

**Delete command (Edit menu)**

Delete selected text from the current document.

### **DOS Prompt (File menu)**

Run DOS functions from the DOS command line.

**Hint:** For information about DOS commands, type HELP on the command line.

**Run (File menu)**

Use this option to run other programs from Software Manager. This option operates the same as the File Run command in the Program Manager.

**No Help Available**

No help is available for this area of the window.

**No Help Available**

No help is available for this message box.

**Mirror Display Font (View menu)**

Use this option to use the same font to display and print the current document.

**Set Font (View menu)**

Use this option to set the font for text in the current document.



**Set Tab Stops (View menu)**

Use this option to set the number of characters to insert when the tab key is pressed.

**Word Wrap (Edit menu)**

Toggles word wrap mode on and off.

**Page Setup (File menu)**

Use this option to specify header and trailers for the current document.

**Set Printer Font (View menu)**

Sets the font to be used when printing the current document.

### **Open AUTOEXEC.BAT (Configuration menu)**

AUTOEXEC.BAT is a DOS batch file that contains commands that are executed whenever the system is rebooted. This command opens AUTOEXEC.BAT.

### **Open CONFIG.SYS File (Configuration menu)**

CONFIG.SYS is a DOS file that contains configuration commands that are executed whenever the system is rebooted. This command opens CONFIG.SYS.

### **Open SYSTEM.INI File (Configuration menu)**

SYSTEM.INI is a Windows initialization file that stores information about the Windows environment. This file is located in the main Windows directory and is opened with this command.

**HINT:** For information about the settings in this file select the SYSTEM.INI File Settings option in the Help menu.

**Run Setup (Configuration menu)**

Use this option to run the Windows SETUP program.



**Run REGEDIT (Configuration menu)**

Use this option to run the Windows Registration Database Editor.

HINT: For more information about the Windows Registration Database, select the Registration Database Help Index option in the Help menu.

## **Start Installation (Software menu)**

Use this option to begin installing a new application software product. Remember to select the Generate install report option after the new application is installed.

### **Related Topics**

[Application Information](#)

[Install Options](#)

[Perform Application Installation](#)

[Generate install report](#)

### **κAdvanced Commands Dialog**

From this dialog box you have access to the control panel, registration database editor as well as other commands. By selecting Other Commands, this dialog box will be closed and you will be able to close Software Manager during the install process.

## **κUninstall Wizard Dialog**

The Uninstall Wizard allows you to view and confirm all deletions and updates to your system before they are performed.

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## **κUninstall Wizard Dialog**

The Uninstall Wizard allows you to view and confirm all deletions and updates to your system before they are performed.

## **Uninstall (Software menu)**

Use this option to remove an application software product. Manual mode and automated mode is supported. The Uninstall Wizard dialogs guide you through the complex software removal task and you have to approve all deletions before they are carried out.

### **File Manager (Tools menu)**

Use this option to run the File Manager.

**NOTE:** Either the default Windows File Manager or a third-party File Manager can be used. To specify the File Manager startup command, select the Preferences option in the Tools menu.

### **Print Manager (Tools menu)**

Use this option to run the Print Manager.

**NOTE:** Either the default Windows Print Manager or a third-party Print Manager can be used. To specify the Print Manager startup command, select the Preferences option in the Tools menu.

## **Backup Software (Tools menu)**

Use this option to run your backup software.

**NOTE:** Specify the backup software startup command by selecting Preferences in the Tools menu.

### **Anti-Virus Software (Tools menu)**

Use this option to run your virus detection software

**NOTE:** Specify the Anti-Virus software startup command by selecting Preferences in the Tools menu.

**Distribution Diskette (Tools menu)**

Use this option to create an error-free Software Manager distribution diskette.

## **Rescue Boot Diskette (Tools menu)**

Use this option to create a rescue diskette. A rescue diskette is a floppy diskette that can restart your computer. The Software Manager automatically performs the following steps to create a rescue diskette:

1. Format floppy diskette
2. Transfer MS-DOS system files to floppy diskette
3. Copies AUTOEXEC.BAT to the root directory of boot diskette (The Software Manager automatically comments out the command that starts Windows).
4. Copies key configuration files into the VAULT subdirectory
5. Copies key utilities to boot diskette like the MS-DOS text editor
6. Copies PC*Soft* recovery files and utilities



### **Open System File Backup (Configuration menu)**

Use this option to open a previous version to system configuration files. A backup version of the following files is automatically created each time they are modified in the Software Manager:

AUTOEXEC.BAT  
CONFIG.SYS  
SYSTEM.INI  
WIN.INI

Additionally, an archive version of REG.DAT is created each time the registration database editor is run from Software Manager.

### **Generate Install Report (Software menu)**

Select this option after completing an application installation.

After selecting this option, the Software Manager will analyze changes made by the installation process and generate a Installation Summary Report.

### **Related Topic**

[Start Installation.](#)

## **System Information (Tools menu)**

Use this option to obtain information about this system.

**NOTE:** Any system information tool can be used. By default the MSD.EXE program is executed.

Use the Preferences option in the Tools menu to specify the startup command for a different system information program.

### **Options Command (Tools menu)**

Use this option to customize this copy of Software Manager. You can specify how Software Manager will link to your favorite applications.

### **SYSTEM.INI File Settings (Help menu)**

Use this option to obtain additional information about the SYSTEM.INI file.

**NOTE:** This option opens the SYSINI.WRI file that is part of the Windows 3.1 Operating System.

## **WIN.INI File Settings**

Use this option to obtain additional information about the WIN.INI file.

**NOTE:** This option opens the WININI.WRI file that is part of the Windows 3.1 Operating System.

### **Registration Database Help Index (Help menu)**

Use this option to obtain additional information about the Windows Registration Database and associated editor (REGEDIT.EXE).

**NOTE:** This option uses help files that are part of the Windows 3.1 Operating System.

**Page Setup dialog**

Use this option to set page headers and page trailers for the current document.



### **Set Tab Stops dialog**

Use this option to set tab stops for the current document.

**Run Program dialog**

Specify the program to execute in on the command line.

Press the File Manager button to start the File Manager.

## **Open System File Backup Version dialog**

Use this option to open a specific system file backup version.

The selection list provides the archive file name and the date the file was last modified.

Check the Generate Difference Report box to create a report of differences between the current version and selected backup version.

**Note:** The backup files have a number in their name. This number is not always sequential and gaps may exist. The Software Manager does not generate this number in a sequential fashion. However, the file with the highest number in its' name is the last backup version created.

## **Application Information dialog**

Specify the name and version of the application being installed.

## **Install Options dialog**

Select the options to be performed before installing an application.

### **Create Boot Diskette**

Before installing new software, you should make sure a boot diskette is available. A boot disk will be very useful in the unlikely event system files are damaged by the installation process. Select this option to create a boot diskette.

### **Check Installation Disk(s) for Viruses**

It is recommended that all installation disks be scanned for viruses before performing the installation process..

### **Backup Installation Disks**

Select this option to run your backup software to create a duplicate set of installation disks. This option ensures your software investment will be protected. For new installations, this option is disabled.

## **Backup Installation Disk(s) dialog**

Use this option to duplicate the installation disks for an application. This will ensure your software investment is protected.

The buttons in the toolkit are used to perform the backup process. The Backup Software button will run the backup program specified in the Preferences option on the Tools menu. The File Manager button will start the file manager. The DOS prompt will allow you to enter commands on the DOS command line.

**NOTE:** After creation of installation backup disks, remember to press the Next Step button to continue the installation process.

## **Perform Application Installation dialog**

After pressing the OK button, the Software Manager will give back complete control of the system to you.

1. Follow the vendors application installation instructions. For example, the installation instructions may be: Run A:\SETUP.EXE from the Program Manager or File Manager.
2. After completing the application installation specific steps select the Generate install report option on the Software menu.

**NOTE:** The Software Manager will report all changes made to the system from when the OK button is pressed until the Generate install report command is selected.

### **Create Boot Diskette dialog**

Use this option to create a boot diskette that can restart your computer. A boot diskette can be made by selecting starting the File Manager and selecting the Create System Diskette command on the Disk menu or by using the following DOS command:

```
FORMAT A: /S or FORMAT B: /S
```

Use the File Manager button in the toolbox to start the File Manager. Use the DOS Prompt button to run the FORMAT command from the DOS command line.

See BOOTPRO.TXT file for additional information about boot diskettes.

**NOTE:** After a boot disk is created, remember to press the Next Step button to continue the installation process.



### **Check Installation Disk(s) for Viruses dialog**

Press the Anti-Virus button in the toolbox to start your Anti-Virus software. The Anti-Virus startup command specified in the Preferences option on the Tools menu will be executed.

The File Manager and DOS prompt are also available by pressing the other toolbox buttons.

**NOTE:** After a boot disk is created, remember to press the Next Step button to continue the installation process.

## **Preferences dialog**

Specify runtime options.

### **File Manager**

Specify the File Manager startup command.

### **Anti-Virus Program**

Specify the startup command for your Anti-Virus program.

### **Backup Program**

Specify the startup command for your backup program

### **Print Manager**

Specify the startup command for your print manager.

### **System Information**

Specify the startup command for your system information program.

### **Max Tasks**

The Software Manager will remind you to close other applications when this number of applications is already running when you start an installation. A value of 0 disables this feature. For example, suppose the only task running when you start windows is the Program Manager and Max Tasks is set to 1. Before you start an installation, you started Excel and opened an important spreadsheet. The Software Manager will remind you that other tasks are running (EXCEL in this case). Why is this important? In rare cases, software installation programs will reboot the system without warning and any changes made to open documents would be lost.

### **Root Drive**

Specify the root drive for this system. If your machine boots from the C: drive, then the value of this option is C:. Likewise, if your machine boots from drive D:, then the value of this option is D:.

### **Uninstall Application dialog**

Specify the application to be removed and press Select button. After selecting the application, the Software Manager will determine the best procedure to remove the software and provide you with a step-by-step procedure on how to proceed.

Supports removal of **new** and **existing** software applications.

**NO SOFTWARE COMPONENT WILL BE REMOVED WITHOUT CONFIRMATION!**

### **Open WIN.INI File (Configuration menu)**

WIN.INI is a Windows initialization file that stores information about the Windows environment. This file is located in the main Windows directory and is opened with this command.

**HINT:** For information about the settings in this file select the WIN.INI File Settings option in the Help menu.

### **Open All Files (Configuration menu)**

Use this option to open the four main configuration files: AUTOEXEC.BAT, CONFIG.SYS, WIN.INI and SYSTEM.INI.

This function is similar to Sysedit. However, this option can open larger configuration files than Sysedit.

## **Control Panel (Configuration menu)**

Use this option to start the control panel.


The control panel is used to modify most Windows settings such as printing parameters and colors.



## **Print command (File menu)**

Use this command to print a document. This command presents a Print dialog box, where you may specify the range of pages to be printed, the number of copies, the destination printer, and other printer setup options.

## **Shortcuts**

Toolbar:   
Keys: CTRL+P



## **Print dialog box**

The following options allow you to specify how the document should be printed:

### **Printer**

This is the active printer and printer connection. Choose the Setup option to change the printer and printer connection.

### **Setup**

Displays a Print Setup dialog box, so you can select a printer and printer connection.

### **Print Range**

Specify the pages you want to print:

**All** Prints the entire document.

**Selectio** Prints the currently selected text. (Not available in version 3.00)

**n**

**Pages** Prints the range of pages you specify in the From and To boxes.

### **Copies**

Specify the number of copies you want to print for the above page range.

### **Collate Copies**

Prints copies in page number order, instead of separated multiple copies of each page.

### **Print Quality**

Select the quality of the printing. Generally, lower quality printing takes less time to produce.

### **Print Progress Dialog**

The Printing dialog box is shown during the time that Uninstall Wizard is sending output to the printer. The page number indicates the progress of the printing.

To abort printing, choose Cancel.

**Print Preview command (File menu)**

Use this command to display the active document as it would appear when printed. When you choose this command, the main window will be replaced with a print preview window in which one or two pages will be displayed in their printed format. The print preview toolbar offers you options to view either one or two pages at a time; move back and forth through the document; zoom in and out of pages; and initiate a print job.

## **Print Preview toolbar**

The print preview toolbar offers you the following options:

### **Print**

Bring up the print dialog box, to start a print job.

### **Next Page**

Preview the next printed page.

### **Prev Page**

Preview the previous printed page.

### **One Page / Two Page**

Preview one or two printed pages at a time.

### **Zoom In**

Take a closer look at the printed page.

### **Zoom Out**

Take a larger look at the printed page.

### **Close**

Return from print preview to the editing window.

**Print Setup command (File menu)**

Use this command to select a printer and a printer connection. This command presents a Print Setup dialog box, where you specify the printer and its connection.

## **Print Setup dialog box**

The following options allow you to select the destination printer and its connection.

### **Printer**

Select the printer you want to use. Choose the Default Printer; or choose the Specific Printer option and select one of the current installed printers shown in the box. You install printers and configure ports using the Windows Control Panel.

### **Orientation**

Choose Portrait or Landscape.

### **Paper Size**

Select the size of paper that the document is to be printed on.

### **Paper Source**

Some printers offer multiple trays for different paper sources. Specify the tray here.

### **Options**

Displays a dialog box where you can make additional choices about printing, specific to the type of printer you have selected.

