

, version

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CIS 71171,3555

(release 2; new features are marked as "revised" text; they can be found by running Tools RevisionMarks Search)

Error! Bookmark not defined.§

Overview

ChooseDirectory was written to provide an easily customizable list of descriptions for documents, directories, and paths. Once configured properly it will present you with a list box of your most frequently accessed files and directories.

This version is specific to *Word for Windows* version 2.0. It has many enhancements, both in the interface and in the feature set.

The Dialog Box

When you execute **ChooseDirectory** you will see the following dialog box:

Directory/Document

This listbox contains descriptions, which you provide, that point to either a directory or a document or a path.. When you run **ChooseDirectory** for the first time, this list will be blank.

(The word contained in brackets is added automatically by **ChooseDirectory**. See below under Edit item description.)

Extension

This combination box contains a list of extensions to use when you open a directory. The extension DOC is always a default. If you type in an alternate extension it will automatically be saved to the list and available next time you run **ChooseDirectory**.

(To remove an extension from the list, simply type the extension prefaced by an minus sign: e.g. -**TMP**.)

Open dir/doc

Selecting this option button executes a different function depending on what the currently selected description describes. The description can "point to" a directory, a single document, or a multiple path.

If it is a single path it will display the **FileOpen** dialog in that directory.

If it is a document, it will open that document.

If it is a multiple path specification, it will run **FileFind** using that path specification as the SearchList.

New File this dir

Selecting this button simply changes to the directory pointed to by the description, and then executes **FileNew**.

Edit item description

Selecting this button will display the following dialog box:

If the path is a directory, [directory] will be added to the description.

e.g. C:\WINWORD

If the path is a document, [document] will be added to the description.

e.g. C:\WINWORD\JOURNAL.DOC

If the path is a multiple path specification, [search path] will be added to the description.

e.g. C:\WINWORD;C:\DOCS

If the path points to multiple documents, [multiple docs] will be added to the description.

e.g. C:\WINWORD\JOURNAL.DOC+C:\DOCS\MY.DOC

Note: if the path specification points to multiple documents, then each of the documents will be opened.

There is a new facility on the *Edit Item Description* and *Add Item Description* dialog box. There is a button beneath the path edit box named "Select Path/File". Selecting this button will present you with the standard FileOpen dialog box. You can move around your hard disk, find the document you which to open.

To have ChooseDirectory work on just the path selected, be sure to remove the file name that is inserted (and the final backslash)

To do multiple paths remember to add a semi-colon between paths.

To do multiple documents remember to add a plus sign between file names.

Add item description

Selecting this option does the same thing as **Edit item description** except instead of editing the currently selecting description/path, it adds a new description/path combination.

Delete current item

Selecting this option simply removes the currently selected description/path from the list. Note: there is no confirmation.

How it works

The macro uses a series of keywords in your WIN.INI file under [MS Word ChooseDirectory] to store alternate extensions, and path descriptions/specifications.

The alternate extensions are stored as follows:

xExt=*,TXT,XWS,DOT

When first run, this line will not exist. ChooseDirectory will prompt you for input. Note that the extensions are **just** that: no preceding period. Also note that the default extension (DOC) should not be entered in this line (though doing so won't harm anything).

The description/directories are stored in lines such as:

Dir0=Main Directory [directory|C:\WINDOWS\
WINWORD

Dir1=My journal [document]|C:\WORD\JOURNAL.DOC

Dir2=Macro files [search path]|C:\WIN\WORD\
MACROS

DirN

These lines are added as needed.

Installation

Clicking on the button at the top of this document will present you with a menu of templates in which you can store **ChooseDirectory**. It is recommended that you accept the default and store it in NORMAL.DOT.

To have **ChooseDirectory** run every time you start *Word for Windows*, simply either add the following line to your current **AutoExec** macro (create one if none exists):

ToolsMacro "ChooseDirectory", .Run

It is also recommended that you assign **ChooseDirectory** to both a menu and a key combination.

Converting from Earlier versions of ChooseDirectory.

Versions of ChooseDirectory intended for Word for Windows 1.1 used a series of keywords stored in the WIN.INI file under the heading [Microsoft Word]. Word for Windows 2.0 has a new heading, [Microsoft Word 2.0].

ChooseDirectory 2/x.x uses its *own* heading: [MS Word ChooseDirectory]

If you want to start with the same directory, extension specifications with this version of ChooseDirectory as you had used with earlier, do the following:

Open Notepad.exe

Load WIN.INI

Search for the phrase [Microsoft Word].

Under that heading there should be the following Keywords:

dNum, xExt, and Dir0...DirN

Select all of those lines and move it to the heading [MS Word ChooseDirectory] (which already exists if you have run ChooseDirectory 2/1.02 even once).

Advanced

Specifying an extension

You can add a specific extension to a path.

For instance, if the description "My templates" pointed to a path in the following form:

C:\WINWORD\DOT*.DOT

Then upon execution this would run **FileOpen** on the C:\WINWORD\DOT directory, with *.DOT as the filter.

Note: the bracketed "type" description generated by **ChooseDirectory** will still read [document].

Similarly, you can add an extension to the items in a multiple path, as follows:

c:\wfw*.doc;c:\dot*.dot

Upon execution, **FileFind** will be run with this as the SearchPath. Note: the bracketed "type" description generated by **ChooseDirectory** will still read [search path].

Deleting an extension from the list

When you specify an extension, it is added to the list. To remove an extension from the list, run **ChooseDirectory** and type in the extension you wish to remove prefaced by a minus sign: e.g. **-TMP**.

Sorting the extension list

Extensions will be displayed in the list in the following order: DOC will always come first; the remaining extensions will display in the order you entered them.

To re-arrange the alternative extensions you must edit the line **xExt** found in WIN.INI under the keyword [MS Word ChooseDirectory].

If you can edit any of the [MS Word ChooseDirectory] items by using ToolsOptions and specifying MS Word ChooseDirectory as the application.

Warning:

The WIN.INI lines that contain the description/path specification **must** contain text on either side of the vertical bar (otherwise an error will be generated). This version of **ChooseDirectory** contains error checking to make it very difficult to incorrectly install these lines, however, nothing is fool proof... If you get an error when first running the macro, please check your WIN.INI (using NOTEPAD or SYSEDIT) and examine the section following [Microsoft Word]. Note: You can now also edit a specific section of WIN.INI in the ToolsOptionsWININI dialog box from within *Word for Windows*.

If you see a line such as the following --

```
Dir0=!c:\winword  
Dir1=Main Directory|
```

-then you know there is a problem. Add the missing information (in the first case, a description, in the second case a path specification).

Registration



Click

Fee

This macro is distributed as ShareWare. If you use the macros contained in this document, please register.

A fee of \$20.00 per macro/installation is required.

Corporate site licenses are available. Please contact the author at the address below and a fee will be negotiated for the specific macro and use

involved.

Upgrades fee

If you are already registered for a prior version of **ChooseDirectory**, the fee for registering this version is \$5.00.

If you are already registered for **ChooseDirectory 2/1.x** then this update is free.

Address

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Please post any suggestions or bugs or flaws in the documentation to me at that address, or at any of the following Electronic addresses:

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PCBoard: SmartNet, InterLink, Rime, or Intelec Windows conferences.

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