main_gadgets_guide

COLLABORATORS

	TITLE : main_gadgets_guide		
ACTION	NAME	DATE	SIGNATURE
WRITTEN BY		January 23, 2025	

REVISION HISTORY

NUMBER	DATE	DESCRIPTION	NAME

Contents

Chapter 1

main_gadgets_guide

1.1   Main Display Gadgets DDBASE Version 7.67 ©MADCAP-SOFTWARE

```
        Field Definitions
        Known Bugs
        Other Keys
        Function Keys
        Tool Time
        DDBASE to GUIDE
        Tooltypes
        MAIL MERGE

|<<  <<  < >  >>  >>|   =   ?    Add    Edit    Print   Save As
List       M    Prefs  ©Mad Cap  Create     Delete   Sort   Load
 Snap      S    About  SoftWare  Display  Organise  New    Save      Exit
```

1.2   List Field

```
Synopsis: List Field

Lists a selected field in a List View type gadget. You can select
from any:

        1: Integer Field
        2: String Field
        3: Date Field
```

1.3   Exit

```
 SYNOPSIS:  Exit

 SHORTCUT:  Escape Key

 Exits from dDbase!

( Well what did you expect? A herd of Wilderbeasts!)
```

1.4   Known Bugs

dDbase loses 40/80 Bytes of memory every time it is run from Cli/WB

This is a fault in the startup code of the GFA Compiler.

dDbase does not produce any Mungwall Hits. To achieve this we had
to FIX some bugs in the GFA Compiler. dDbase Free's ALL Allocated
Memory.

dDbase still does not like PAL Hires/Laced 256 Colour Screens.
I will get around to fixing this.

It is not so much a bug as it is the way that some routines
have been writen to keep dDbase working at a reasonable speed
but I think I can do something about it. (Open ddbase on it's own screen)

Editing Dates. I still haven't got around to fixing this. I shall
start tomorrow!! :).

Some windows becoming disassociated from dDbase! I am still thinking
about this one..Hmmmm! (This was due to YAK. Use MultiCX it's alot better)

 Fonts: dDbase requires Topaz.font (8) to work. If this is a problem
        set ddbase to open it's own screen.

DATE: Fixed a major bug in displaying the date.

 At the moment I cannot think of any more known bugs. But there
 are bound to be more bugs out there just waiting to be found!
 If you find any please let me know so I can SQUASH 'em.

 MEMORY.
  If the memory drops below 40K there is a possibility that
  some functions will not work. These are:

  Moving/Drawing Boxes.
  Moving/Adding Fields.

  This is due to the memory used storing the screen information.

 Live Long and Prosper!

1.5   Mail Merge

SYNOPSIS: Create a file that can be used in a Word Processer

From 'Organise' you could Export the entire database using
formats for: Final-Copy
        Protext
        WordsWorth
        Pro-Write

        ASCII Mail Merge
  This will enable you to Import the files as a Mail Merge file.
  see your Word Processers manual for more details.

  To create a file from selected records:

  1> Select 'Searching' from Print Options.

  2> Select '=' to search

  3> Enter your search data.

  4> Select 'File' from the requester

  5> Select file name from the File Requester.

  6> Now just select the format you wish to export.
    ASCII
    Final-Copy
    Protext.
    WordsWorth
    ProWrite

NOTE: WORDSWORTH PROWRITE

I cannot gaurantee that either of these will work as I do not have a
copy of either programs. However if you find that they do not work
please let me know. If you could supply the information of the format
they use it would be much apreciated. Address

IE. WordsWorth: Fields are seperated with a '9' (Tab) with the records
    seperated with a '10' (Carriage Return <PC>)

Thank you.

  dDbase will create the file using your selected format.

  NOTE:
    The OutPut file can be Appended, you can add more
    data to it.

  See OutPut

1.6 TOOLS

  NOTE: dDBase no longer stores it's tools in the tooltype.

  dDbase Tools Are:

    MAX   Sets the Max amount of files. (Memory)
    GIF   Sets the GIF Picture Viewer.

```
TIF    Sets the TIF Picture viewer.
JPEG     Sets the JPEG Picture Viewer.
MEDPLAYER Sets the MED Module Player.
SYNTHSOUND  Sets the MED Synthsound Player.
    (Never Heard of one)
TRACKERPLAYER Sets the Sound/Protracker Player.
DOC_READER  Sets the Document Reader. EG:PPMORE
ILBM-READER Sets the IFF Picture Viewer
    (Internal DEFAULT)
ANIMPLAYER  Sets the animation player.
SAMPLEPLAYER  Sets the Sample player.
PAGELENGTH  Sets the page length when printing.
    system preference setting are default
SEPARATOR Record Separator for exporting/importing
    to/from Superbase. (See Superbase manual)
CURRENCY  Sets the currency. Defaults to £
TASKPRI   Sets the Task priority.
FIELDS    Sets fields to: FLIP/BEVEL/BOTH/DOUBLE.
    Experiment and see.
LOAD    Load a database when first run.
AMIGAGUIDE  Set the path for the AmigaGuide or
    Multiview program.
TEXT_EDITOR Enter the name of your favourite text
    editor.
HEIGHT    You can specify the Window Height.
    This has to be more than 200 and less
    than:- Pal  Hires 256/Laced 512
          NTSC Hires 200/Laced 400
    Obviously this would not be of any use
    to anyone one in NTSC Hires.

    It would of been good if you set the
    Workbench Window height to say 400 and
    Auto Scroll. Unfortunately this will not
    work whether this is GFA Basic's fault
    I do not know.
     FIELDLENGTH  Default=1000. If you want to have very
    large Memo fields you may want to set
    this larger.
            DESTINATION       This sets the destination path when you
                              wish to unarchive files. Otherwise you will
                              have to select the destination path via
                              a ASL Requestor.
    POPUP     If you want the 'Organise' Menu to popup
          when you press the RMB. (POPUP=Y)
    BACKUP   Creates a backup when saving current database,
          if it previously existed. (Adds <file>.BAK)
        FORMFEED   This can be Y or N. When printing a report
         being set to N will suppress a Form Feed
         when you finish the report.
    WAV    Enter your favourite WAV sample player
    (ie: play16)
    AVI    Enter your desired AVI player. CyberAvi
          is very good.
    MIDI   For playing MIDI files.
```

```
With any of these tools if they require to be executed
from a cli then just add a '*' to the end.
IE. ILBM_VIEWR=c:vt*. This will open a cli and then run
vt.
```

1.7 Function Keys

```
What the Function Keys do

KEY        FUNCTION
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
F1      Displays the Keyboard shortcuts.
F4      Edit DDBASE tools {Play Soundtracker Modules etc}
F5      Format Memo Field's
F6      Speak the current record.
F8      Displays what the Function keys do.
F9      Create a AmigaGuide database from the current file.
F10     Runs DDBASE AmigaGuide help file.
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
```

1.8 Create AmigaGuide Database

```
To create a AmigaGuide database from a DDBASE database.

    NOTE:- GADGET FIELD - It is most important that you do not have any
        curly braces '{}' in the Gadget Field. If you
        do then the gadgets become quite confused.
        This is not my fault.

    1:  Load a database file
    2:  Sort the Field for use as the Gadget/Button
    3:  Select the Fields you wish to use
    4:  If you select a External Field then ensure you have the correct tool
  IE. If you use the internal ILBM viewer then select an external
  ILBM viewer ( Viewtek-PPshow etc) by pressing F4.
    5:  Press F9
    6:  Select/Enter a filename or select Cancel not to continue.
    7:  Select the Field for the Button/Gadget.

If all has gone well DDBASE will create the AmigaGuide database.

NOTE: DDBASE will write the field title and contents from :-

    A)  Integer Field
    B)  Date Field
    C)  String Field
    D)  Memo Field
    E)  External Field

And thats all there is to it.
```

1.9 Tool Time 'URR URR'

DDbase will recognise in total 13 different file formats.

You can add tools to Play/View 8 different formats.

These are:-

1= Sound Samples :See Prefs
2= Animations   :Ditto
3= GIF Picture Format :Try Viewtek
4= TIF Picture Format :Know Ideah
5= JPEG Picture Format :Try Viewtek
6= MED Music Format :Medplayer
7= MED SynthSounds
8= SoundTracker Modules :Try NoisePlayer

ILBM {Not Dpaint Brushes} can be displayed by DDBASE itself and so does
not need a tool. If you want to use a 'tool' to display a ILBM file then
using a text editor add the tool to 'ddbase-tools' see below.

The 'Other' formats are:

    Maxiplan
    Pagesetter
    The Publisher
    Final Copy
    GFABASIC
    AMOS
    ARCHIVED FILES {LZH LHA LZX DMS} If you have LHA/LZX in your path
       then DDBASE will output a list of the archive.
    DMS
    STONE-CRACKER

HOW TO ADD A TOOL.
~~~~~~~~~~~~~~~~~~

EXAMPLE: To Display a GIF Picture :^)

After you have selected the field ,a requester will ask you if you wish
to Add a Tool, answer by selecting AddTool. Next simply enter the program
that you wish to use with this format IE: vt . Which is short for ViewTek.
The next time you select a GIF Picture Format file it will be displayed
using viewtek.

HOW DOES DDBASE REMEMBER THE TOOLS
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

DDBASE reads the DDBASE.TOOLS file as default.

HOW TO EDIT THE TOOLS
~~~~~~~~~~~~~~~~~~~~~~

Use a texteditor to edit 'ddbase.tools' or you could just

press the function key F4.

~~~~~~

I have found that DDBASE does not always get it right. I tried a
PROTRACKER module and found that DDBASE did not recognise it although
my Module player did. To remedy this you can ensure that a External file
will be enacted on properly by using the following:

```
FILE   TYPE            FILENAME
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
TRACKER MODULE -       | mod.#?     (Prefix)
MED MODULE        | #?.med     (Suffix)
JPEG           | #?.jpg     (Suffix)
GIF         | #?.gif     (Suffix)
SOUND SAMPLE           | #?.svx     (Suffix)
ANIMATION         | #?.anim    (Suffix)
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
```

Also this will speed things up quite a lot. BEWARE the file will not
be decrunched so make sure any tools that you use can handle powerpacked
files.

Use and enjoy!!

1.10 Fill

  A new feature (7.57). It's to save filling in the same data in
  each record if the field data is to be the same.

  Example: Imagine a name and address database for a mailshot.

The names may be different also the different numbers as well as the
road names. But there will be the same town or county.

(A typical name and address database)

    Name
        Street
    Town
        County
     Post Code
 Comment or Category

The first 5 entries may all live in Hastings the next 4 in Bexhill.
All you would do is enter Hastings in the first record and Bexhill
in the 6th record and so on.

If all the entries were to be local then you would just have to put
East Sussex in the County field of the first record.

Select Fill (RMB on field name) then dDBase will fill in all the records
(Just the selected field) in between the filled in fields.

1.11   Other Keys

  There are a number of other keys that activate various
  functions. These are:

   'u' This will allow you to unarchive any LHA/LZX archive.
    It will open a filerequester for you to select the archive,
    then you can 'Unarchive' 'Extract' data.

   'z' You can view any external/memo field from the current record.

   RMB Pressing the Right Mouse Button will either enable you to Edit,
  sort or fill a field, depending on the cursor position, or it
        will display the 'Organise' requester.

   LMB Pressing the Left Mouse Button you can edit a field, depending
        on the cursor position, or adjust/delete a box.

    By keeping the LMB depressed (until a DisplayBeep) this will
    list all the field data.

  When entering data
    ~~~~~~~~~~~~~~~~~~

   '\' This will add the filename used in a External Field. (Previous)

   '>' This will add the data from the previous record.

   '<' This will display all the field data from a list view.

   LMB   You can select a Box to Edit,Delete,Move or Change type by
    clicking at the top left corner.

1.12   Create

 Create

      Synopsis: Creates a database.

      ShortCut- c (LowerCase)

    You have the choice of manually creating a database or use a new
    feature A *Daemon* (Like a Wizard as used by MicroSoft)

    If you select Daemon then you can choose from some pre-defined
    databases.

    Otherwise you will have to create it manually as follows:

    Enter How many fields you wish to have.Next enter the field name
    ,see Field Types, next enter the length.You will then be asked
    for the 'Field Type'.

```
      SELECT: STRING | DATE | INTEGER | BBOX | FBOX | TEXT | EXTERNAL | MEMO


    Field Types.
    ~~~~~~~~~~~~

    STRING   Input Data any Format
    DATE     Input data as Date DD/MM/YY
    INTEGER  Input Data as Numeric.
    BBOX     Displays as text in a BevelBox
    FBOX     Displays as text in a Flipped Box
    TEXT     Displays as text.
    EXTERNAL Display ASCI,IFF, AMIGAGUIDE, Play Sound Sample
    MEMO
    ATTACH   Attach a program to a field.
    CALC     Do calculations on fields.

 access the file just click the gadget.To display the contents  of
 the field select Snap.You can edit the  field  as        usual.A
 ASCII Field Gadget has a broken       blue  border  whereas   a
 MEMO  Field Gadget has a solid blue border.

 Iff

   Synopsis: Displays ILBM IFF Pictures

   ShortCut  p

   Similar to External but displays a IFF  File  instead.To  print
   the file select 'Searching' from  the  'Print ' requester.

   See ASCII
```

1.13 Field Definitions

```
Field Definitions:
----------------------------------------------------------------------
String

      Synopsis: Field Definition- String Field

      ShortCut s (LowerCase)

      Defines the current field to input strings {Alpha/Numeric}
      The different types of string fields are:

      Required   When you create/edit you will have the ability to
      create a list of items to choose from.

      UpperCase  This will set any text to upper case.

      Normal  This you can enter what you like.
```

Date

        Synopsis: Field Definition- Date Field

        ShortCut d {LowerCase}

        Date Type 1 DD/MM/YY
        Date Type 2 DD MMM YYY IE. 12 Nov 1993

        Defines the current field for a Date input.

        NOTE: It is very important that you specify a date field
        BEFORE you enter any data.

        If you have already created a database and have entered some
        data you will be alright if you Add a Date field.

        On the other hand if you wish to change a current field to a
        Date field you will first have to Export the database, select
        New 'delete data' , then change the field type and Import the
        data back in.

Integer

        Synopsis: Field Definition- Numeric Data Input

        ShortCut i {LowerCase}

        Input Numeric data.

BBox

        Synopsis: Field Definition- Display Field

        ShortCut b {LowerCase}

        Displays field title only. The field title is embodied in a
        BevelBox .NOTE You need only set the field length to 1.

Text

        Synopsis: Field Definition- Display Field

        ShortCut t {LowerCase}

        Displays field title only.
        NOTE You need only set the field length to 1.

FBox

        Synopsis: Field Definition- Display Field

```
      ShortCut f {LowerCase}

      Displays field title embodied in a flipped bevel box.
      NOTE You need only set the field length to 1.
```

EXTERNAL
ASCII

  Synopsis: AField Gadget that when depressed will display a
      ASCII file whose path and name is stored in the field.

  Shortcut Non

 ASCII Gadget

    Synopsis: To display a ASCII Field

    Shortcut Non

    A gadget that when pressed will display a ASCII file that has the
    Path and Name stored in the Field.To see the Name and Path of a
    External field select Snap.A External field Gadget can be identified
    by a blue broken border.

       See External, Snap.

 Iff Gadget

       Synopsis: To Display a IFF Picture

     ShortCut Non

     A gadget when pressed will display a IFF Picture that has the name
     and path stored in the field.A IFF Gadget can be identified by a
     blue Border.Just to see the contents of the field select Snap.

       See IFF, Snap

MEMO
====
       Synopsis: Capture data from a File, Directory or Keyboard

       Shortcut   m

   Displays a gadget with a solid blue border.

   How to Use:-

   When you add data for a Memo field you have a requester that asks you:

```
   Use Existing | Load New | Key Board | Directory
```

   How much data that can be held depends on the size of the field. If
   you wish to use a lot of data then you will have to   have a large
   enough field size.

Load New
~~~~~~~~

   If this is the first Item and you wish to capture data from a file on
   a disk in DF1: then select Load New. Select the file using the file
   requester. After Some disk activity a window will open and the window
   title should read 'Use Cursor Keys   Return to select.'

   Press the Cursor Down key to scroll the text down the screen and
   the cursor up key to scroll the text up the screen. When you have
   displayed the start of the document press return. The window will
   clear and the start of the selected text will be displayed inverse
   on the screen. Using the cursor keys display the last line you wish
   to capture and press return.

   Useful Tip- In any subsequent field entering '<' will display the
   first word from the text previously captured.(Useful for Fish disk
   Content file).

Use Existing
~~~~~~~~~~~~

   This will allow you to grab more data from a file that has been
   previously opened.

Directory
~~~~~~~~~

    Selecting this function will allow you to select data from the
    directory of a Disk. You select the data in the same way as above.

KeyBoard
~~~~~~~~

    This allows you to enter data from the keyboard. (VIA a Text Editor)
     See Tooltypes

Grabbing Data
~~~~~~~~~~~~~

   Use the cursor down/up keys. When you see the first line that you
   want, press return. If you have loaded a Directory and you wish to
   grab the contents of a Directory press 'l' this will load the
   directory, if you wish to go back to the previous directory press
   ' '.

   Once you have hi-lited the lines you wish to grab press return.

ATTACH

This allows you to add a program to a field.

Example: If you had a name and address database and wanted to telephone
using a TouchTone diallimg program.

```
FIELD 1      NAME        STRING
FIELD 2      STREET        STRING
FIELD 3      TOWN        STRING
FIELD 4      COUNTY        STRING
FIELD 5      POST CODE      STRING
FIELD 6      TELEPHONE      STRING
FIELD 7      RING        ATTACH
```

To use a touchtone program to telephone using Field 6 the formula is:

```
c:touchtone del=3 s%;f6
```

NOTE: To insert the field = s%
       To define the field = Fnn

It requires the semi-colan.

CALC

  Allows you to perform various calculations on fields.

  FORMAT: F1/F2*100

    Where F1, F2 are the values of Field 1 and Field 2.

  At the moment the inputing of the calculations are rather basic.
  I will at sometime in the future try to make it a bit easier to
  use.

NEW   You can now display the field title in BOLD ITALIC or UNDERLINE
This applies to all fields though MEMO, EXTERNAL and ATTACH aren't so cool.

1.14 Delete

Delete

       Synopsis: Deletes current record

       ShortCut- D (UpperCase)

     Selecting this will result in LOSS OF DATA make sure that you
     have backed up your data before using this function.

1.15 Sort

Sort

Synopsis: Sorts Records

ShortCut- S (UpperCase)

This function allows you to sort your data by any   field.You
can also sort numerically as well by string. After   you   select
this function the select field requester appears. The   sort
routine   is very fast and is case insensitive. In case you   were
wondering DDBASE uses a type of Shell Metzner sort routine.

Now you can sort your database in a descending order as well.

1.16 Load

Load

Synopsis: Loads a previously saved file.

ShortCut- l (LowerCase)

This function does what it says- loads data from disk. The file
requester has a pattern matching to '.ddb', this is added to all
files saved with DDBASE.This makes finding and loading a   lot
easier. (Nico Francois is worth his weight in gold)

1.17 Add

Add

Synopsis: Adds a record to the database

ShortCut- Cr (CarriageReturn)

To add data just press the return key and then just type in your
data and then select Accept or Cancel. Easy isn't it.

Also if you have any external fields you can choose the ASCI/IFF
file from a File Requester (Reqtools of course) ,so if you have
more than one external field it might make sense to keep all your
external files in the same directory.

NOTE: Entering '\' will make dDBase enter the filename of any external
fields. (The External field will have to be before the String field)

1.18 Edit

Edit

        Synopsis: Edits current record

        ShortCut- e   (Lowercase)

1.19 Search

Search

      Synopsis: Search Database   (Case Insensitive)

      Shortcut =

    With this function you can search the database using any of the
    fields.Any field that you do not want to use just leave blank. You
    can use '^' '=' '|' (thats shift + \).

    Using '^' {In String} You would use this :- ^fred -: this would
    search that field for any occurrances of 'fred' in the field.

    Using '|' {Left String} You would use this :- |fred -: this would
    search that field for the left part of the field that   equals
    'fred'.

    Using '=' {Exact Match} You would use this :- =fred -: this would
    search that field for an exact match.

     Using '*' {Range}   You would use this :-   Peter|Oscar -: This
    would display all the records from Peter to Oscar. If you want to
    do a range with a date or the field length isn't sufficient to
    enter your range the just enter '*' and after to have entered all
    your other search criterea you will be able to enter your range
    using a string requester.

    Quick Search OutPut

1.20 OutPut

  If you have specified to Print While Searching (Print)
  you can output to the printer using whatever format selected from the
  Print Options. Or to a file.

  If you specify Output to a file you can:

  1- ASCII File using whatever format selected from Print Options
  2- Final Copy   {Mail Merge}
  3- Protext   {Mail Merge}
  4- WordsWorth   {Mail Merge}

```
   5- ProWrite   {Mail Merge}


  NOTE:

    You  could  do multiple searches and append the
    file. dDbase will export intelligently and will
    not  initialise  the  file  as  in the case for
    Final  Copy,  Protext or ASCII-Mail Merge file.

 NOTE You can output to a file, printer or the clipboard device.

  (You will require openclip to be in the C directory
   to output to the clipboard)
```

1.21 Quick Search

```
Quick Search

     Synopsis: Quick Search  (Case Insensitive)

     Shortcut ?

    This function will search all fields  for  any  occurrance  of  the
    search word. Example :- If you entered 'fred' it would try to find
    any occurrance  of  fred  in  any  of  the  fields.   This    is
    case insensitive.

    Also you can enter numerous  search  words.

    IE. peter|david|london|hastings

    Note the '|' character seperating the different  search words.

    dDBase will now search all  fields for the occurances of:

       peter david london hastings



  See Search
```

1.22 Cursor Keys

```
|«  Cursor Down


     Synopsis: Move to start of Database

     Shortcut Cursor Down

    When a database has been open it moves to the start.
```

«« Cursor Left

    Synopsis: Moves to the previous record

    Shortcut Cursor Left

     Displays the previous record.

»» Cursor Right

    Synopsis: Displays the next record

    Shortcut Cursor Right

    Displays the next record.

»| Cursor Up

    Synopsis: Moves to Last record

    Shortcut Cursor Up

    Moves to the last record.

1.23 Goto-

° Space – GoTo

    Synopsis: Goto Line No

    Shortcut Space

    Allows you to Jump to any Line No.

1.24 About

About

    Synopsis: Tells you all about me!

    Shortcut A (Uppercase)

    What can I say!!!!

1.25 Print

```
Print
```

        Synopsis: Allows user to print using various output.

        ShortCut- p (LowerCase)

    See Help in Print Section.

1.26   Save As

```
Save As
```

        Synopsis: Saves DataBase

        ShortCut s (LowerCase)

    Produces a ReqTools File Requester so you can choose what name to
    save the database with.

1.27   Snap

```
Snap
```

        Synopsis: Takes a snapshot of current record

        ShortCut P (UpperCase)

    Those of you who have not heard of the utility 'SNAP' © Mikael
    Karlsson, may find this quite strange. When selected the program
    will save the current record to T: as snap{nn}.ddb. NN is updated
    for each record you Snap so after for instance you Snap 2 Records
    the directory T: would look something like this:

```
 1.Ram Disk:> dir t:
  snap1.ddb
  snap2.ddb
 1.Ram Disk:>
```

    The reason why the current record is displayed in a Requester is
    quite simple SNAP © by Mikael Karlsson does not work due to the
    BevelBoxes.

1.28   Display Database

        Synopsis: Display Database

        Shortcut   u

  Will display all fields (except Memo and Text Fields). Will
  require the file: C:Textfile.

1.29   New

New

> Synopsis:Deletes the whole database or data

> ShortCut   n (LowerCase)

You have the option Kill! | Data | Cancel. Selecting Kill!   will
delete the data and the data structure (fields   etc). Whereas
Delete Data will only clear the data leaving the data structure in
tact.

1.30   Save

Save

> Synopsis: Save data direct without the option of a File
> Requester.

> ShortCut v (LowerCase)

Save will only work if their is a database that has either been
loaded or has previously been saved.In other words if the file
path and name is null ("") it will not work

1.31   Organise

Organise

> Synopsis: To alter fields and Import and Export Data

> ShortCut o   (LowerCase)

I believe that these functions make DDBASE stand out from other
Database programs. To be able to alter the fields   and   their
position to Add fields or delete them with ease.

1.32   Preferences

Prefs

> Synopsis: Allows the user to alter some operations of DDBASE

> Shortcut x (LowerCase)

  PRINT   This option sets the page Length for output to a printer.
    SEE the Print section.

SEPERATOR This allows you to enter the field seperator.This is useful
   when you are exporting or importing data from SuperBase.
   {SuperBase ©Precision Software}

CRUNCH   Will crunch any DDBASE #?.dat file thats saved.Needs
   the command 'Packit' to be in the c: directory.

DATE   Use DD/MM/YY or DD MMM YYYY (12/06/93 or 12 Jun 1993)

TASKPRI   Alter the TaskPriority. (-10 to 20)

SAVE   This saves the preference settings.

1.33 Statistics

Statistics

    Synopsis: Displays Information about your Database

    Shortcut = S (UpperCase)

    Will display a requester displaying how many records,fields and
    displaying all the fields with their length and Field Types.You
    can also print the information.

STATUS

    This will display system memory, database memory the size of
    the current database, how many records and a very approximate
    of the maximum amount of records that you can achieve, it is
    only a approximation.If you have previously loaded a database
    prior to the current file it may not be very accurate.

1.34 Index

About
Add
Create
Cursor Keys
DDBASE to GUIDE
Delete
Edit
Field Definitions
Function Keys
GoTo
Load
New
Organise

```
Preferences
Print
Print
Quick Search
Quick Search
Report
Save
Save As
Search
Search
Searching
Snap
Sort
The Z KEY
Tool Time
Display
UpDate
```