





# Database Basics

Breed Mate is a proprietary database program designed specifically for fast operation, minimum memory requirements and small disk size.

All Breed Mate files end with a '.bmf' extension. Any single file usually contains all the data for a given breed of animal and any number of files can be maintained. For example you could keep all your Papillon records in a file called 'papillon.bmf' and keep Afghan records in a file called 'afghan.bmf' etc.

Like all relational databases, Breed Mate divides its database files into 'tables' where each table consists of rows and columns of data. Each row is called a record or 'entry' and each column is a field. A field in any particular record is called a cell. The first field in each table is called the primary key, eg in the 'entry' table the name of the entry is the primary key. The primary key must be unique and for this reason all entries must have a unique name.

Breed Mate allows you to add records or modify them at any time - there are no restrictions. There are however some nominal limits which have been set on various sizes as follows:

- each file is nominally limited to 10 tables - normally you will only use the predefined tables anyway;
- each table has been nominally limited to 64,000 records;
- each record can contain up to 39 fields and a total of 2000 characters;
- each field can contain up to 254 characters.

A Breed Mate file will always contain at least one table - this is called the Entry table. This table contains a record for each of the animals in the database.

The data in the fields is case insensitive, ie it does not matter whether you enter data in upper or lower or mixed case.

Note that spaces are important when attempting to match the sire field of one entry against the name field of another entry. If they differ by one or more space characters inserted at the beginning, end or somewhere in the middle of the names then the match will fail. This would, for example, mean that a family tree or pedigree cannot be constructed.

Breed Mate 2.0 has a special function which strips extra spaces out of any data which is manually entered. This feature can be disabled via View - Options.

As mentioned previously, a BM file can contain more than one table. Apart from the tables mentioned in , all the other tables have, at this stage, no special meaning to BM, but should be considered reserved for future use.

# 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>Merge</u>	Add records from the selected Breed Mate file into the current file.
<u>Import</u>	Import a CSV format file into the current table.
<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>Export As</u>	Saves the current table in the current database into a CSV (Comma Separated Value) text file.
<u>Print</u>	Prints a document.
<u>Print Preview</u>	Displays the document on the screen as it would appear printed.
<u>Print Setup</u>	Selects a printer and printer connection.
<u>Exit</u>	Exits Breed Mate.

# Edit menu commands

The Edit menu offers the following commands:

<u>Cut</u>	In database view, deletes a region of cells from the database and moves it to the clipboard. In form edit view it copies entities to clipboard then deletes them.
<u>Copy</u>	In database view, copies a region of cells from the database to the clipboard. In form edit view it copies the selected drawing entities to the clipboard.
<u>Copy Picture</u>	In the forms view, this will copy all of the current form as a picture to the clipboard.
<u>Paste</u>	In database view, pastes data from the clipboard into the database.
<u>Insert</u>	In database view, inserts new records from the clipboard into the database .
<u>Update Cell</u>	Data in the edit bar is transferred into the currently selected cell.
<u>Clear</u>	In the database view it clears the contents of the currently selected cell. In form edit view it will delete the currently selected entities.
<u>Add Entry</u>	A new entry (record) is added to the current table using the text in the Edit Bar as the name of the entry.
<u>Copy Entry</u>	A new entry (record) is added to the current table using the text in the Edit Bar as the name of the entry. In addition, all the data of the currently selected record is copied to the new entry (useful for entering litters)
<u>Change Case</u>	Select a region in the database then use change case to change all the fields in that region to the appropriate case, viz lower case, upper case, title case, sentence case.
<u>Delete</u>	Deletes all of the currently selected records. An are-you-sure dialog is presented before this command completes.
<u>Colour</u>	Edit colour of the selected node in the family tree.

# 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>Freeze Field</u>	The currently selected field, and the fields to the left of it in the database view will remain on screen while horizontally scrolling. By default the name field is always frozen.
<u>Marked Only</u>	This menu item indicates whether the database view is in Marked Only mode or not depending on whether it is ticked or not. The mode can be toggled by selecting this menu item. In Marked Only mode only marked lines are visible.
<u>Database</u>	Bring database view for the currently selected entry to the front.
<u>Form</u>	Bring forms view for the currently selected entry to the front.
<u>Set Origin</u>	Sets the mouse coordinate origin to the last clicked mouse point.
<u>Zoom In</u>	Available only in the forms view. Zooms the view to a greater magnification..
<u>Zoom Out</u>	Available only in the forms view. Zooms the view to a smaller magnification.
<u>DB Option</u>	Only available in the database view. Set default breed, per entry breed option and strip spaces.
<u>Forms Option</u>	Only available in the forms view.

# Entry Forms

Show entries can be produced by following these steps:

- First create a record for that show entry in the Show table. One way of doing this is to select the entry in the Pedigree table, then hold the Control key down while clicking on the Show button. Alternatively if you have already done a show entry which is very similar to the one you are about to do, just select it in the Show table and use the duplicate command. The third way of creating an entry in the show table is simply to go to the Show table, enter then name of the entry in the edit box then hit F5.
- After filling in all the details of the show entry (including date, club, name, breed class), double click on the record or just select it and click on the Form button.
- This will cause the currently selected form to be displayed. You may need to select the appropriate entry form from the Form menu.
- Next feed in a standard preprinted show entry into your printer and select File Print.
- Make sure that an entry in the Owners table exists for the owner of the entry otherwise the owners address, phone number and membership number will not appear. To create an entry, first select a cell containing the owners name, then in the database view select the Table menu and the 'Owner' table. Then hit the F5 key to create a record with the owners name (it should be in the Edit box because you previously selected it). Next enter the other details such as address, suburb, phone number.

# 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> <u>2, ...</u>	Goes to specified window.



# 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>About</u>	Displays the version number of this application.

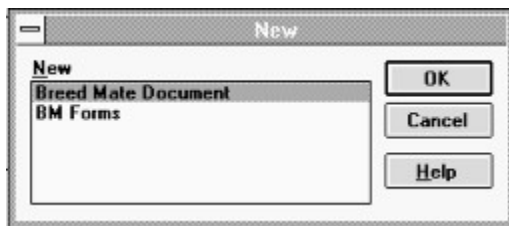
## New command (File menu)

When you create a new document by selecting New from the File menu, Breed Mate makes an empty working file and all the operations that you perform within Breed Mate will be performed on that working copy, eg any changes made to the data will be to the working copy. To create a file on your hard disk you must issue the File-Save or File-Save As commands.

BM has two types of files, viz:

- Database files - these end in '.bmf' and contain the information on your dogs, cats etc.
- Forms files - these end '.frm' and contain a set of individual forms, eg pedigrees, show entries. (If you want to create a new form rather than a form file use the Form - New command.)

Therefore when you issue the New command BM will ask you what type of document you wish to create. (Unless you have Breed Mate Pro you would never select 'BM Forms'.)



You can open an existing document with the Open command.

## Shortcuts

Toolbar:



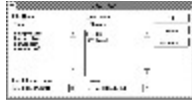
Keys: CTRL+N

## Open command

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.

When you open a file, Breed Mate makes a working copy of the file and all the operations that you perform within Breed Mate will be performed on that working copy, eg any changes made to the data will be to the working copy - the file that you originally opened is unchanged (until you do a save). An example of the Open File dialog box is shown in Figure 3.2.



*Figure 2.2 Sample showing File Open dialog box.*

Since Breed Mate has two types of file (database and forms) you may need to click on the 'List Files of Type:' list box. To see database files select 'BM Files (\*.bmf)', to see forms files select 'Forms Files (\*.frm)'. Note you will be supplied with two forms files, viz dog.frm and cat.frm - use which ever is appropriate for you.

To open a given file, first select the disc drive - this is done by clicking on the down arrow on the list box under 'Drives'. This will list all available drives - the C: drive is usually your hard drive and this is where you will usually store your files.

Next select the directory where the file is located. This is done by double clicking on the directory name which is listed in the 'Directories' list box. The directory structure is like a tree with several directories or 'branches'. To move to a particular directory it may be necessary to go back down the tree. This is done by double clicking on a previous directory, eg double clicking on the 'c:\' directory will return you to the root of the tree.

The list box under 'File Name' lists all the files in the given directory which end in '.bmf'. To open one of these files select it and click on 'OK'. Files whose names do not end in '.bmf' will not be listed. Breed Mate can still read these files - either change the string '\*.bmf' in the text box immediately under 'File Name' to '\*.\*' - or rename the file using the File Manager File 'Rename' function so that its name ends in '.bmf'.

## 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:

\*.BMF are the only native format file which BM will open

### **Drives**

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

### **Directories**

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

### **Network...**

Choose this button to connect to a network location, assigning it a new drive letter.

## Close command (File menu)

Use this command to close all windows containing the active document. Breed Mate 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, Breed Mate 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, Breed Mate 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. Breed Mate 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. Breed Mate adds the extension you specify in the Save File As Type box.

### **Drives**

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

### **Directories**

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

### **Network...**

Choose this button to connect to a network location, assigning it a new drive letter.



### **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.

## **Export As command (File menu)**

Use this command to copy the contents of your current table to a Comma Separated Value (CSV) format text file.

File in this format can be read by word processors and spreadsheets. It consists of a line of text for each record, with fields separated by commas. The fields are output in the same order as they appear in the database view.

After executing this command you will be prompted with a Save As dialog box.

## Import command (File menu)

The Breed Mate database file is in a proprietary format, but you can import and export data in a CSV format. Note you can also directly copy and paste between Breed Mate and other Windows programs such as Microsoft's Excel and Word.

The CSV format is a Comma Separated Value format which is an ASCII text file which consists of a single line for each entry. All the fields in that line are separated by commas. The fields are in the order listed in the database view, viz name, sex, date of birth, sire, dam, etc.

An example of a CSV entry is shown below (note it is broken over the line because it is too long to show here but in reality it must be a single line)

Entry's Name,M,2/1/91,Sires name,Dams Name,N88888,CH.,CDX.,B/W,Owners  
Name,Breeders Name,,3:3

**Note:** where a field is empty, the commas must still appear. Also do not put extra spaces in any of the fields.

A CSV file can be read into most spreadsheets, eg Microsoft's Excel. Excel will also let you modify the file, reorder fields or entries and modify them. The file can then be written back to disk and imported back into Breed Mate.

To import a file, select Import from the File menu. This will give you a File Open dialog box. Select the disk drive, directory and then file that you want to read in and click the OK button. Note that if an entry being imported already exists in the database, then that entry will not be read in.

**Note:** Both export and import work only on the current table.

**Note:** Entries which have just been added will be marked to allow easy identification. To remove these marks select Clear All from the Mark menu.

After executing this command you will be prompted with an Open dialog box.

### **Merge command (File menu)**

Use this command to read in records from another database into your current database. Entries which have the same primary key (name field) as existing entries in your database will not be copied across. New entries are marked (highlighted in light blue).

After executing this command you will be prompted with an Open dialog box.

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

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

## **Shortcuts**

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



Keys: ALT+F4

## Cut command

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.

Note that if the currently selected region includes the name field then this command will not succeed. Instead the user should copy then delete the entries.

## Shortcuts

Toolbar:



Keys: CTRL+X

## Copy command (Edit menu)

In the database view, the currently selected region is copied to the clipboard. It is in a text record format which can be directly pasted into word processors or spreadsheets.

If the database view is in the View-Marked Only mode, then only marked entries are copied. It is possible therefore to say mark all ancestors of a particular entry, switch to View-Marked Only mode, copy them to the clipboard and paste them into a new database which would then only contain that entry and its ancestors.

In the form edit view, the copy command will copy the selected entities to the clipboard. It may then be pasted into the same form or another selected form. This is an easy way to copy fields or other features that you want from one form to another.

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

## Shortcuts

Toolbar:



Keys: CTRL+C

## Paste command (Edit menu)

Use this command in the database view to paste a copy of the clipboard contents over a region. The location of the paste region is determined by the currently selected cell, which will be the top left hand corner.

The extent of the paste region is determined by the clipboard data. If for example, an area of four columns by seven rows of data had been copied from a spreadsheet, then the region it would cover in BM is four fields by seven entries.

This command is unavailable if the clipboard is empty. If the currently selected cell is in the name field then the command is also not available - instead the Insert command is available.

In the form edit edit view, this command will copy any drawing entities in the clipboard which were placed there by a previous Copy command, into the the currently selected form at the last position the mouse was clicked at.

## Shortcuts

Toolbar:



Keys: CTRL+V



### **Insert command (Edit menu)**

Use this command in the database view to insert a copy of the clipboard contents as new entries to the current table.

This command is unavailable if the clipboard is empty or if the currently selected cell is not in the first field.

### **Shortcuts**

Keys:      CTRL+I

## Add Entry command (Edit menu)

First enter the name of the new entry into the Edit Bar then use this command in the database or form view to add a new entry to the current table.

An entry will not be added if an entry already exists with the same name.

The add entry function can be performed from the database or form view.

To add an entry do the following:

- enter the name of the entry in the Edit Box;
- then select Add Entry from the Edit menu; OR
- click the Add Entry button from the dialog bar (yellow arrow); OR
- hit the F5 key on the keyboard.

Once this is done a new entry appears in the database view with the name that you entered and in its alphabetically ordered position. An example can be seen in Figure 4.1. In this example a new entry called 'American Pie' was added by first typing the entry's name in the Edit Box and then using the mouse to click on the yellow arrow. Immediately after doing this Breed Mate will display the new entry in its alphabetic position in the database. Be careful not to insert a space before the entry, as computers interpret a space as coming before 'a' in the alphabet.

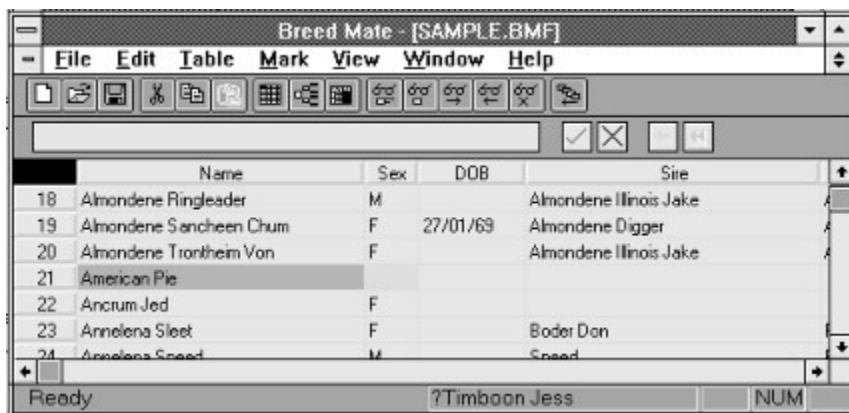


Figure 4.1 Example of adding an entry

**Note:** Entries which have been added will have their name field marked, ie highlighted. This will occur whether the entry was added manually, or by importing or merging.

### Shortcuts

Keys: F5

Buttons: Single yellow arrow

## Copy Entry command

First enter the name of the new entry into the Edit Bar then use this command in the database view to add a new entry to the current table. This command is similar to Add Entry - but in addition it will copy all the fields (except the first field - usually the name field) of the currently selected entry to the newly created entry (useful for entering litters).

An entry will not be added if an entry already exists with the same name.

## Shortcuts

Keys: F6

Buttons: Double yellow arrow

## Delete Entry command

Deletes all entries in the current selection in the current table.

A warning dialog is issued first.

If the database view is in the View-Marked Only mode, then only marked entries are deleted.

## Shortcuts

Keys:      F7

## Update Cell command (Edit menu)

Each entry contains a number of fields called cells. Editing an entry involves updating the contents of a cell. To update a cell in the database do the following:

- First select that cell by clicking on it in the database view it will then be highlighted in yellow.
- The contents of the selected cell will appear in the Edit Bar where it can now be modified.
- To add text at some point in the Edit Bar just click at that point and start typing.
- To delete text in the Edit Bar just swipe the mouse across the text to be deleted and hit the delete key or backspace key. Alternatively insert the cursor immediately after the text to be deleted and hit the backspace key for each character to be deleted.
- The final step is to replace the modified text in the Edit Bar back into the database cell. This can be done in two ways either hit the enter key or click on the tick button in the dialog bar. Note that when you do this the cell to the right of that cell becomes the new selected cell this makes it easy to keep adding data to consecutive fields.

Note that cells can be selected by simply clicking on them or by using the cursor keys (up, down, left and right arrow).

It is also possible to quickly delete the contents of the cell. First select the cell then just hit Ctrl+Delete.

**Note:** When the sire and dam fields are changed, Breed Mate will do a quick check to see if an entry for these names exists and, if it does not then the field is highlighted in cyan.

## Shortcuts

Keys: Enter

Button: Green Tick

### **Clear Command (Edit menu)**

This command is the same as hitting the Delete key.

In the database view it deletes the contents of the current cell. The other fields are untouched.

### **Shortcuts**

Keys:      CTRL+Delete

## Colour command

Only available in the form view, this command allows the user to change the colours used for repeat entries - usually in the 8 generation family tree.

First make sure that View-Options-Show Repeat Marks is selected. Then select a record on the tree, whose colour you wish to change, then select this command. A standard colour dialog box is brought up Choose Color dialog box.

Any changes made to the 32 available colours will be saved in the form file but only if you select Save Form before exiting.

## Toolbar command

Use this command to display and hide the Toolbar, which includes buttons for some of the most common commands in Breed Mate, 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 Breed Mate,

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

### Click      To

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Open a new document.



Open an existing document. Breed Mate displays the Open dialog box, in which you can locate and open the desired file.



Save the active document or template with its current name. If you have not named the document, Breed Mate displays the Save As dialog box.



Remove selected data from the document and stores it on the clipboard.



Copy the selection to the clipboard.



Insert the contents of the clipboard at the insertion point.

## Status Bar command

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 Breed Mate 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 middle area of the status bar, in the database view, will show the entry at the top of the view when the horizontal scroll button is being dragged. This allows the user to quickly zoom to an entry in the database.

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

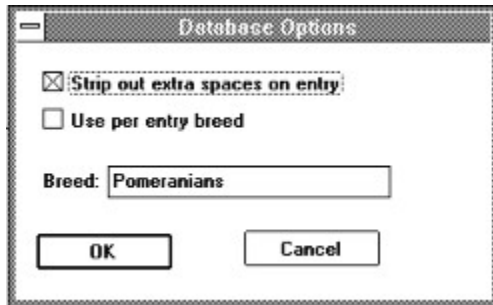
Indicator	Description
CAP	The Caps Lock key is latched down.
NUM	The Num Lock key is latched down.
SCRL	The Scroll Lock key is latched down.

### **Database command**

This command will cause the database view to be presented. This can also be accomplished by clicking on the toolbar button or from the forms view, just double click on a node and the database view is presented with the node's entry selected.

## DB Option

Select this menu item to change some of the display options for the database via the dialog box shown below.



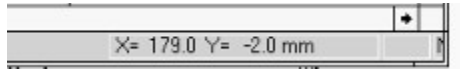
*Database Options Dialog Box*

The options are:

- **Strip Out Extra Spaces on Entry** - this option when selected will cause any extra spaces to be removed from data as it is manually entered. It has no effect on data which is already in the database, or which is entered via other means, eg paste, import, merge. This option will strip out any spaces before or after a name and will remove any more than a single space from between words in the name. This option is useful for avoiding the entry of names which appear identical but are not thus causing branches of a family tree not to appear.
- **Use Per Entry Breed** - some forms have a field called breed. This field can optionally be set to come from the breed field which is contained within each entry, or it can come from the single breed name stored in the database file. Normally you would store only a single breed type in a particular file, but some breeds, eg Group II cats, will intermix breeds and they would therefore use this option.
- **Breed** - this is the default breed which is stored in the database file and will be used wherever a breed field occurs on a form (unless the previous option is selected).

## Set Origin

The current X Y position of the mouse cursor is always displayed in the status bar as shown below. The origin (zero, zero point) is initially the top left corner of the page but the set origin command will set it to the last point the mouse was clicked at.



*X Y Coordinates Shown in Status Bar*

## Freeze Field command

This command allows a selected group of fields to be frozen so that when scrolling horizontally, these cells will not be scrolled and will always remain on screen. The group of fields must be contiguous and must include the name field.

First select a cell in the field which is the the rightmost field in the group of fields to be frozen, then select View-Freeze Field. For example to freeze the name, sex and DOB fields, select any cell which is in the DOB field then select View-Freeze Field.

Note the name field is always frozen.

## Marked Onlycommand

Select this menu item to toggle the database view display mode between view all and view marked only. The menu item is checked when the view is in the marked only mode, and unchecked otherwise.

In the Marked Only mode, only marked entries are displayed. Also when printing, only marked entries will be printed and when copying a region to the clipboard using the Edit-Copy command only marked entries in the selected region are copied.

This features can be very powerful - here are three examples:

- you could mark all carriers of a particular genetic disease using the Mark-Substring command, then View-Marked Only to see the condensed list or print it;
- mark all ancestors of a particular entry, then View-Marked Only, select the entire view by clicking in the top left black corner, then select Edit-Copy, create a new database using File-New and do an Edit-Insert to paste thes into the new database;
- mark all unreferenced dogs (those that have no progeny in the database), then View-Marked Only, select the entire view by clicking in the top left black corner, then select Edit-Delete to remove all those entries;



### **Zoom In command**

This command is only available in the family tree and pedigree views. It causes in an increase in the view magnification, making objects appear larger; naturally when this occurs, less of the overall view can be seen at one time.

The view magnification is available in steps of 25%, 50%, 75%, 100%, 150%, 200% of actual size.

## **Zoom Out command**

This command is only available in the family tree and pedigree views. It causes in an decrease in the view magnification, making objects appear smaller; when this occurs, more of the overall view can be seen at one time. This command is useful when trying to see the overall appearance of a family tree or pedigree.

The view magnification is available in steps of 25%, 50%, 75%, 100%, 150%, 200% of actual size.

## New command

Use this command to open a new window with the same contents as the active window. You can open multiple document windows to display different parts or views of a document at the same time. If you change the contents in one window, all other windows containing the same document reflect those changes. When you open a new window, it becomes the active window and is displayed on top of all other open windows.

## Cascade command

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

## **Tile command**

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

## 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

Breed Mate 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**

Use this command to display the opening screen of Help. From the opening screen, you can jump to step-by-step instructions for using Breed Mate 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

Use this command to display the copyright notice and version number of your copy of Breed Mate.

## Context Help command



Use the Context Help command to obtain help on some portion of Breed Mate. 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 Breed Mate window, such as another Toolbar button. The Help topic will be shown for the item you clicked.

## Shortcut

Keys:      SHIFT+F1

## Title Bar

<< Show your application's title bar here. >>

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 Breed Mate 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.

## 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 <<YourType>> 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 Color dialog box**

This command is only available from the family tree view under the Edit menu, Colour... item.

The colours which are used to shade repeated entries can be altered by first selecting an entry which has that colour and then selecting the Colour... item from the edit menu.

This will display a dialog box which will show the selected colour in a number of ways, each of which can be edited.

The first two ways that the colour is shown is as red, green and blue values and as hue, saturation and luminance values. The maximum value for any of these fields is 255 and the minimum is 0.

The third way of editing the colour is graphically by clicking on the hue/saturation colour map and by dragging the cursor on the luminance bar.

Any changes made to any colours will be saved on exit from Breed Mate and will be restored when Breed Mate is started again.

## Modifying the Document



## **No Help Available**

No help is available for this area of the window.



## **No Help Available**

No help is available for this message box.



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***Breed Mate Professional Edition***

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# Database Tables

Breed Mate allows for up to 10 tables (arbitrary limit) within a single database file. The first four tables are reserved as follows:

- Pedigree table - this contains the names of the various entries in alphabetic order and each entry contains such data as sire, dam, date of birth, sex etc.
- Owner table - this contains details about owner's or breeder's name, address, suburb, postcode, phone, membership number, club etc. The Owner table is not used at the moment but may be linked with the owner field in the Pedigree table in future versions.
- Show table - this contains information related to show results. The fields provided are date, name (of the entry), club, show, judge, grading (result), class entered, 1st place, 2nd place, 3rd place, challenge.
- Litter table - this contains information common to a given litter. The fields provided are a unique litter name, total born, number culled / died, number fostered.
- Medical Table - contains medical / worming events. Basically records the dog/cat, the date, condition, result, vet (if applicable).
- Heats / Mates - used for recording the heats and if applicable mates.

## 7.1 Pedigree Table

This is the main table in any breed file. It contains details on entries as follows:

- Name- the name of the entry. Some older exhibits may have simple names, eg Cap. This can make it difficult to distinguish other dogs of the same name so where this occurs you can precede the name with the owner, eg Wilsons Cap. For consistency do not include punctuation marks such as apostrophes and hyphens in the name. Also some dogs have exactly the same name but may be the second, third etc - in these cases add '2nd' or '3rd' etc as appropriate. In some cases it may be appropriate to have the name followed by a unique number, eg 'Cap 2038'.
- Sex - this must be 'M' for a male or 'F' for a female.
- Date of Birth (DOB) - the format is not fixed but for consistency should be dd/mm/yy, eg 27 August 1994 would be 27/8/91.
- Name of Sire - this name should match another entry in the table so that a family tree or pedigree can be constructed;
- Name of Dam - same as for sire;
- Registration Number ;
- Titles - this is the list of titles the entry has been awarded. The format is not fixed but for consistency all titles should be in capitals with no intervening full stops and they should be terminated with a full stop. In the case of multiple titles just run them with one space between. For Australian Champion just enter 'CH.'
- Obedience - obedience / agility titles. The format is not fixed but for consistency all titles should be in capitals with no intervening full stops and each title should be terminated with a full stop. In the case of multiple titles just run them with one space between - eg 'CD. CDX.'

- Colour - there is no specific format, but for consistency use the abbreviations commonly used for the breed.
- Genetic Disease - this is a list of all the genetic diseases, or suspected diseases that an entry carries. For consistency use two or three letter abbreviations for diseases and separate them with spaces. We suggest that suspected carriers are marked with the disease abbreviation only, known carriers are suffixed with a '+' and affected dogs are suffixed with a '++'. For example, an entry which is suspected of carrying Ceroid Lipofucinos, is a known carrier of Collie Eye Anomaly, and is affected by OCD would have a GD field of 'CL CEA+ OCD++'.

**Note:** You can use the Mark Substring command with a search field of 'GD' and a substring of say 'CL' to mark all entries which are suspected carriers, known carriers or affected by the CL genetic disease. This would show up on the family tree if Mark Shaded is selected under View-Options. If the search string was set to 'CL+' then only known carriers or affected would be marked. If the search string was set to 'CL++' then only affected entries would be marked.

- Owned By - the name of the entry's owner - this information is used on pedigree and show entry forms;
- Bred By - the name of the entry's breeder - this information is used on pedigree and show entry forms;
- Hip Score - this will typically be entered as two numbers separated by a colon (':'), the first number is the left hip score, the second is the right hip score.
- Height - typically the height in centimetres.
- Pet name - (also Call Name) or other names by which the entry is known.
- Imported - put import information here, eg 'Imp NZ' to indicate imported from New Zealand.
- Tatoo - the tatoo number of the entry. Some dog breeders will place a tatoo on the inside of the ear to identify the dog.
- Surveyor - this and the following field are used by some breeds, eg German Shepherds
- Classification - the classification given by the Surveyor.
- Date Sold - this is used only if you have sold the dog/cat.
- Breed - in cases where the breed of an entry may be different for each entry, eg Group II cats. Normally you would not use this field.;
- Genotype;
- Notes - private notes which should not appear on a pedigree;
- Elbow Score;
- Register - name of the registering body for the registration number of this entry;
- Certifications - list of certifications obtained, eg OFA Good.
- Comment - a comment field which could be included in a pedigree certificate.
- Further user defined fields.

## 7.2 Owner Table

The owner table is used to provide additional details about an owner or breeder, eg their address and phone number. This data is typically used in show entry form and also in some

pedigree forms that show the owner or breeder and their address.

- Owner's Name - the name of an owner or breeder. It should match a name in the Owned By or the Bred By fields in the Entry table.
- Street Address - the street number and name, eg 34 Bartholomew Ave.
- Suburb - eg Alexandria.
- State - eg VIC;
- Postcode
- Home Phone No.
- Work Phone No.
- Membership No.
- Club;

### **7.3 Show Table**

This table is used for two purposes. Firstly to store all the details for a show entry and secondly for storing the results of the show. The fields in the table are:

- Name - name of the entry for which the show entry is made, eg if you are entering your dog or cat 'Kepeetoo Parfais' in a show then this is the name you would put in this field. The name should also exist as a record in the entry table so that other details for the show entry can be provided, eg sire, dam, registrations.
- Show Date - date on which the show was conducted, or for multi day shows, just the first date.
- Sponsoring Club - this is the field that normally appears on the show entry.
- Show - the name of the show being entered.
- Cost - total cost for this show entry.
- Cheque No. - used for printing on some show entrys and for records.
- Breed Class.
- Special Class.
- Trial Class.
- Judge's Name - the name of the judge for your breed class.
- Result - the result your entry achieved.
- 1st - name of entry who received 1st place in the breed class.
- 2nd - name of entry who received 2nd place in the breed class.
- 3rd - name of entry who received 3rd place in the breed class.
- Challenge - name of entry who received the challenge
- Best of Breed - name of entry who received best of breed.
- Comments - regarding the judging or other entries.
- Date Entered - the date the show entry was posted.

- Number of entries - in the breed class or other class.
- Number of Points - achieved if a challenge or similar win was obtained.
- Grading - in some shows, entries are given a grading, eg fine, excellent, good.

#### **7.4 Litter Table**

This table is used for recording details on litters. The fields in the table are:

- Dam's Name .
- Date Whelped.
- Sire's Name.
- Females Born.
- Males Born.
- Females Reared.
- Males Reared.
- Died.
- Fostered.
- Service Date.
- Date Notified - to the registering body.
- Comments.

#### **7.5 Medical Table**

This table is used for recording details on medical events. These events do not need to be vet events but can also include worming eg. The fields in the table are:

- Name - of the entry.
- Service - the service performed on this occasion (can include worming)
- Result
- Cost - if any.
- Return Date - if any. Can also be date for next worming.

#### **7.6 Heats/Mates Table**

This table is used for recording details on an entries heats and matings. The fields in the table are:

- Dam's Name - of the entry.
- Date Fertile - the date at which it was estimated she became fertile.
- Date 1st Mating
- Date 2nd Mating - if any.
- Mated With - if any.
- Mated By - stud assistance.
- Comments.

## Print command

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.

Breed Mate allows you to print from any of the three possible views, ie database, forms, forms designer.

To print the various views just:

- Select the view first.
- If in database view select Print Setup from the File and set the paper size and orientation. This is not required in forms or forms designer views.
- Select Print from the File menu or select Print Preview from the File menu.

In print preview you can see how the page will look when it is printed.

**Note:** If more than one cell is currently selected then Print Preview will only show the selected lines.

In the case of forms, Breed Mate has an option to fit the print out to the paper size. Hence even if a form has been designed for say A3, it can still be printed on A4 by just using Print Setup to select the A4 size and selecting the 'Fit To Page' option.

In the case of database printing, the printout will always be the same size regardless of paper size. To fit more columns in your printout select the landscape orientation from the Print Setup menu under File.

An extra option is available from the database view when printing. It is possible to print just a part of the database by selecting a region then from the Print dialog choose Selection under Print Range.

Also in the database view, if the view is in Marked Only mode, then only marked entries are shown on screen, and when printing, only marked entries will be printed. The select region option is also available in this mode.

Note that the database printout will print starting from the left-most column shown on your screen, therefore if you have printed out data and it only goes up to the fourth column, you can print the fifth column onwards by scrolling the database view to the right until the fifth column is the left-most column displayed, then do another print.

## 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.

**Selection** Prints the currently selected text.

**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 <<YourApp>> 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.

Each form stores its own paper size and orientation therefore you need only do a print setup once for each form.

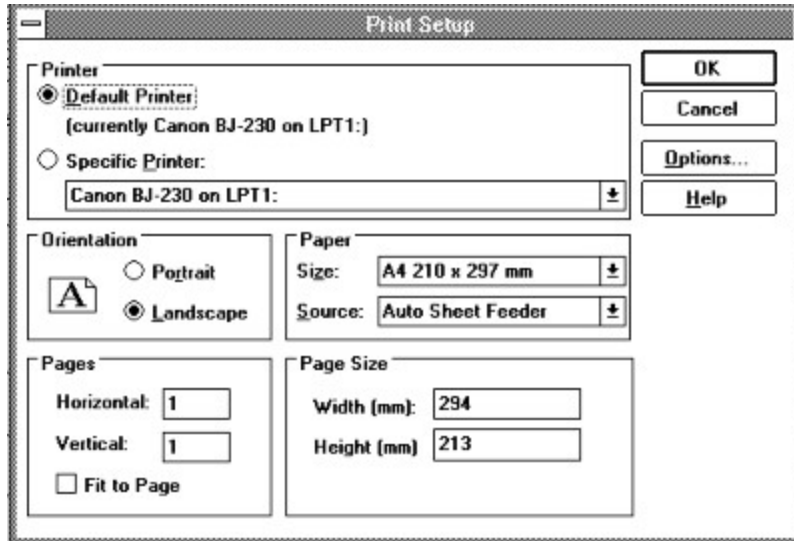


Figure 3.4 Sample showing Forms Print Setup dialog box.

The Fit To Page check box can be used to fit any size forms to the current page size. For example if you have an A3 pedigree design that you want to print at A4 size just change the page size of the form to A4 and set Fit To Page.

The page size width and height should be set only if paper size is set to 'User Defined' - otherwise they will simply be ignored. This feature would normally only be used for unusual paper sizes, eg show entries.

The horizontal and vertical pages boxes allow you to create a form consisting of 'tiles' of paper. The tiles are shown in the forms view with a grey line as the boundary between each page.

Normally you would only have 1 horizontal by 1 vertical page, ie a single page, but if you selected 3 horizontal by 2 vertical, then this is the number of pages that will be displayed in your forms view. If you also select Fit To Page, then you can print out a much larger form. eg pedigree. It will come out of the printer on 6 separate pieces of paper, and when these are assembled in the same order as on screen, then you will have a correspondingly larger pedigree etc. Generally this feature will only be a novelty but it does have a practical use, eg in the case of printing the A3 German Shephard pedigree on an A4 printer - just fold the A3 pedigree in half and print each side in turn.

## **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.

### **Network...**

Choose this button to connect to a network location, assigning it a new drive letter.

## **Page Setup command (File menu)**

<< Write application-specific help here. >>

# Features

Breed Mate is a versatile and powerful pedigree program, in some ways its too powerful! This is why, starting with Version 2.0, we have introduced two separate products, Breed Mate and Breed Mate Pro. Breed Mate Version 2.0 has even more features than the previous Version 1.5 and it still retains Breed Mate's famous ease of use.

Breed Mate Pro Version 2.0 however is for more experienced users and its most obvious feature is that it allows the user to create their own forms, or modify existing forms!

To simplify things even further, the manual has now been divided into three parts as follows:

- **Breed Mate User Guide** - 'how to' approach with emphasis on commonly performed activities.
- **Breed Mate User Reference** - a command based description of all available functions.
- **Breed Mate Pro Manual** - describes additional features of Breed Mate Pro including the extensive form editing and creation functions and the picture extensions.

## 1.1 Database Features

- Create databases of dogs or other animals. Normally each breed would have its own database file. Breed Mate places no limits on the number of files you keep.
- Each breed file can store at least 64,000 entries (assumes 8MB RAM minimum) and each entry has 39 data fields including fields for name, sex, date of birth, sire, dam, registration, show titles, obedience, colour, genetic diseases etc.
- Read databases created by other people or merge other databases into your existing database.
- New entries can be added to the database or existing entries modified at any time.
- Data can be imported from virtually any spreadsheet or word processing package.
- Family trees, pedigrees and databases can be printed on A4, A3 or any size paper supported by your printer and Windows 3.1.
- Extra spaces in names can optionally be removed. This is handy because extra 'hidden' spaces are often the cause of names not matching and resulting in incomplete pedigrees.

## 1.2 Find / Replace Features

- A Find Fast command will find the first entry in the database that matches the letters you've entered. For example if you entered the letter 'c' in the edit box and selected Find Fast then it would find the first entry starting with a 'c'. Similarly you can enter a complete name or just a kennel prefix, eg if you entered 'Chatswood FineGlen' in the edit box and clicked on Find Fast then it would find the first entry in the database with the same prefix of 'Chatswood' and possibly a different suffix eg 'Chatswood Amelia'. This command is useful for quickly moving to a part of the database or if a sire or dam field has a name that you cannot find with the Find Name command (perhaps because it is not an exact match).
- Find Replace command. This is in the form of a dialog box which allows you to search for a string and replace it with another string. It has options for case sensitive searching and matching whole words. A 'Replace All' button allows for rapid replacement of all occurrences of a string. Find Replace can optionally operate over the whole of the currently selected



table or a selected part of it, eg just one field.

### 1.3 Marking Features

Marking is like doing a 'select' in some databases. You can select records based on various conditions. Selected records are shown marked in either red or blue and are visible in both database and forms views.

- Mark all the ancestors of a selected entry then display another entry's family tree with those marked ancestors allows common ancestors to be seen.
- Mark all the descendants of an entry then display the family tree of another entry to see if or how the entry is descended from it.
- Unreferenced names, sires and dams can be automatically marked. This function allows typing errors in the data to be detected because, normally, the sire or dam field of one entry should match the name field of another entry.
- The database view has a 'view marked only' feature which will only show marked entries. This is a handy feature that allows you to mark all the ancestors of an entry and then only display them. Another option is to mark all genetic disease carriers and only view them.
- Offspring can now be marked up to and including 1st, 2nd, 3rd, 4th or all generations.
- Siblings of a selected entry can be marked. There are four options, viz same sire; same dam; same sire and dam; same sire or same dam.
- A range of entries can be marked or cleared or have their marks inverted (ie marked entries become unmarked and vice versa).

### 1.4 General Features

- The 'name' field in the database view will always remain on screen when scrolling horizontally. In addition this 'freeze field' feature can be extended to include other fields.
- Extensive clipboard functions exist. You can cut, copy and paste selected sections of your database (from one cell to all of it) and transfer data between Breed Mate and other Windows programs directly, eg you could copy all marked entries to Microsoft's Word or Excel or other popular word processors and spreadsheets.
- The forms view allows zooming. This is particularly useful when you want to get an overall view of a family tree or pedigree.
- Tables are named and can be accessed directly from the 'Table' menu.
- When dragging the scroll button in the database view the current entry at the top of that screen will be shown in the status bar. This allows rapid scrolling to a particular area of the database, eg entries starting with 'p'.
- A drag and drop editing function allows the contents of one cell to be quickly copied to another cell. Just select a cell, then click the mouse in that cell and drag across to the cell you wish to copy to then release the mouse button.
- A Backtrack toolbar button will go back to the previous selected entry in the database view thus making it easy to navigate around when entering pedigrees. The last 32,000 entries selected are recorded.

# Search menu commands

The Search menu has commands for finding and optionally replacing data.

There are seven find commands available, viz Find Fast, Find Entry, Find Next, Find Previous, Find Mark, Find Replace and Backtrack. All these commands, except Find Mark will perform a search of the database based on a search string entered in the Edit Box. If the search is successful then the 'found' cell will become the current selection (highlighted in yellow). If however, the Shift key is pressed when one of these commands is invoked then, if the search is successful the current selection will be extended to the 'found' cell.

All the find commands except Find Replace are also available as toolbar buttons and as keyboard commands.

**Note:** When the find command scrolls to a particular cell, the contents of the cell will not appear in the dialog bar. This is to prevent your search string from being overwritten.

**Bright Idea:** If you are examining prospective matings of several dogs to a single bitch (ie doing combined family trees) you could mark the bitch (clear all other marks then hit F8) select the dog, then, holding the Shift key down click on the Find Mark button - this will cause the region between the dog and bitch to be selected- then click the Show Family Tree button to get a combined family tree. After returning to the database view you can select another dog, then again hold shift and click on the Find Mark button to repeat the process for this dog.

<u>Find Entry</u>	Searches the current table for an entry whose name exactly matches the text in the Edit Bar (search is case insensitive).
<u>Find Fast</u>	Searches the current table for an entry whose name matches the text in the Edit Bar. Only as many letters as are entered in the search string need to match.
<u>Find Next</u>	Searches the current table for an entry whose name or sire or dam field contains the text in the Edit Bar as a sub string (search is case insensitive). The search starts from the currently selected cell and proceeds forward, ie toward the end of the file
<u>Find Previous</u>	Searches the current table for an entry whose name or sire or dam field contains the text in the Edit Bar as a sub string (search is case insensitive). The search starts from the currently selected cell and proceeds backward, ie toward the start of the file
<u>Find Mark</u>	Searches the current table for an entry which is marked (name field is hilited in light blue). The search starts from the currently selected cell and proceeds forward, ie toward the end of the file
<u>Find Replace</u>	Brings up a standard Find Replace dialog box.

# Table menu commands

The Table menu has commands to add a new table or delete an existing table from the current database file.

The bottom of the Table menu lists all the tables in the currently selected database file with the current table shown ticked. Select one of these tables to make it the currently selected table. Note the database view can only show one table at a time.

Normally the following tables will exist: Entry, Owner, Show, Litters. Up to 10 tables can exist in one file - the remaining tables are not used at this time but should be considered reserved.

For more information, select the Table menu command name.:

<u>New</u>	Creates a new table within the current database file.
<u>Delete</u>	Deletes the current table from the current database file.
<u>Select</u>	Select a current table from the list of tables in the current database file.
<u>Rename</u>	Change the name of the current table.

# Mark menu commands

The Mark menu includes commands that mark a range of entries, or clear or invert.

For more information, select the Mark menu command name.:

<u>Mark Overview</u>	Describes marks in general
<u>Set</u>	Sets the marks of selected entries.
<u>Clear</u>	Clears the marks of selected entries.
<u>Invert</u>	Inverts the marks of selected entries.
<u>Mark Red</u>	All further marks will be in red.
<u>Mark Blue</u>	All further marks will be in blue
<u>AND Mark</u>	Logically AND the blue and red marks to produce red marks only.
<u>OR Marks</u>	Logically OR the blue and red marks to produce red marks only.
<u>Ancestors</u>	Marks the ancestors of a selected entry.
<u>Descendants</u>	Marks descendants of the selected entry.
<u>Siblings</u>	Mark siblings of the selected entry.
<u>Substrings</u>	Marks all entries that contain the given substring in the selected field.
<u>Unreferenced</u>	Marks unreferenced sires, dams and name fields.
<u>Clear All</u>	Clears marks from all entries.

## **Mark Set command (Mark menu)**

The Mark Set command will turn on the mark for all entries in the selected region regardless of whether they were already set or not.

## **Mark Invert command**

The Mark Invert command will invert the mark on the name field for all entries in the selected region. Hence for entries in the selected region, those which are marked will be unmarked and vice versa.

## Mark Clear command

The Mark Clear command will turn on the mark for all entries in the selected region regardless of whether they were already set or not.

## **Mark Ancestors command**

The Mark Ancestors command will turn on the name mark for all ancestors of the selected entry.



## **Mark Descendants command**

The Mark Descendants command has a sub menu which allows for marking descendants up to and including the 1st, 2nd, 3rd, 4th or all generations. For example select Mark Descendants-1st to mark all of an entries immediate offspring.

## **Mark Siblings command**

The Mark Siblings command has a sub menu which allows for marking siblings which are, same sire only, same dam only, same sire and same dam, same sire or same dam.

## Mark Substring command

The Mark Substring command will turn on the name mark for all entries which contain the substring in the Edit Bar in the currently selected field. For example, if in the genetic disease field (GD) all carriers of the genetic disease CL contained the string CL in that field, then if the text CL was in the Edit Bar, and a cell in the GD field was currently selected then, BM would search the GD field of every record, and if it contained CL then it would be marked.

## **Mark Unreferenced command**

The Mark Unreferenced command will turn on the name mark for all entries whose name field does not appear in the sire or dam field of any other entry (ie no progeny). Also the sire and dam field of any entry will be marked if the name in that field does not appear in the name field of an entry (ie orphan).

## **Mark Clear All command**

The Mark Clear All command removes all marks from all of the currently selected entries.

## Find Fast command

This command will find the first entry in the database that matches the letters you've entered in the Edit Bar. For example if you entered the letter 'c' in the Edit Bar and selected Find Fast then it would find the first entry starting with a 'c'. Similarly you can enter all or part of a kennel prefix and the first entry whose first characters match will be found, eg if you entered 'cha' then it would find the first entry starting with those three letters. In the case where a complete name is entered, this command discards any characters after the first space, hence if you entered 'Chatswood FineGlen' in the Edit Bar and clicked on Find Fast then this would be equivalent to having entered just 'Chatswood' and it would find the first entry in the database with the same prefix of 'Chatswood'. This command is useful for quickly moving to a part of the database. Also if a sire or dam field has an incorrectly entered name that you cannot find with the Find Name command the Find Fast will get you at least to entries with the same kennel prefix.

## Find Entry command

Searches the current table for an entry whose name exactly matches the text in the Edit Bar (search is case insensitive). If the Shift key is pressed it will extend the selection to the found entry.

## Find Next command

This will search the database in the forward direction from the current position, ie the currently highlighted entry. It searches the name, sire and dam fields for an entry that matches the text in the Edit Bar. The text only needs to match part of the names, eg if the Edit Bar contained the text Mac then this would match MacSpade, MacDowel, Bemaced etc. If it does not find a match it starts searching again from the top of the file until it returns to the current position. If no match is found a dialog box with the message No occurrences of string found is issued.



## Find Previous command

Searches the current table for an entry whose name or sire or dam field contains the text in the Edit Bar as a sub string (search is case insensitive). The search starts from the currently selected cell and proceeds backward, ie toward the start of the file. If the Shift key is pressed it will extend the selection to the found entry.

## Find Mark command

Searches the current table for an entry whose name, sire or dam field is marked. The search starts from the currently selected cell and proceeds forward, ie toward the end of the file. If the Shift key is pressed it will extend the selection to the found entry.

The Shift feature is useful when doing prospective matings. For example, mark a single bitch (no other entries marked) go to a dog, then Find Mark with Shift pressed. The region between and inclusive of the dog and bitch will be marked - then select View-Form to see the pedigree of the mating.

## Find Replace command

This command allows the user to find or find/replace a string in either the whole of the current table, or the currently selected region. If only a single cell is currently selected then find replace will operate on the whole table, otherwise it will only operate on the currently selected region. If for example you selected on whole column (ie field) by clicking in the heading field then find replace will only operate on that column (useful for changing data only in specific fields).

Find Replace is implemented as a separate modeless dialog box (this means you can switch between the dialog and the database view by clicking on either - the dialog box will not go away unless you click on the Cancel button), as shown in Figure 5.1 and it allows the user to enter a find string and a replace string and then to perform one of three possible commands:

Find	starting from the first cell <u>after</u> the current cell this will find the next occurrence of the find string by searching all the fields of the database ;
Replace	this will replace the currently found occurrence of the find string with the replacement string and then find the next occurrence of the find string as indicated previously;
Replace All	this will search the entire file and replace every occurrence of the find string with the replace string ;

**Warning:** The Replace All command restarts the search replace mechanism hence if you had previously selected the Replace command with the same search string then the Replace All command could potentially repeat the replacement on that entry, eg if you did a Replace of 'roo' with 'rooroo' then did a Replace All the first replace would be repeated and become 'roorooroo'.

**Warning:** If the find replace operation results in the contents of a name field being changed to the name of an already existing entry - then the change will not occur, eg if you changed one record with a name field of 'Brown's Meg' to 'Browns Meg' and a record with the name Browns Meg already existed then the change would not occur.

There are also two search options:

Match Case	the case of the letters must match if this checkbox is crossed;
Whole Word	the find string must be a whole word or words, eg if searching for 'fred' then the following data fields would match 'fred hello', 'hello fred', 'hello fred again', but the following would not match 'frederick', 'alfred';

**Backtrack command (Search menu)**

Backtrack - this is also available as a toolbar button. When selected from the database view it will change the current location to the last selected cell. Note that only cells which are explicitly selected by using the mouse or by using a find command, will be stored for possible backtracking. This command is useful for navigating around the database when entering the various lines in a pedigree.

**Table New command (Table menu)**

Creates a new table within the current database file. A dialog box prompts for the name of the table.

A maximum of 10 tables is currently allowed within BM. Four tables are currently defined and the remaining tables should be considered reserved.

Note pedigree data for separate breeds would be stored in separate files, not tables, and there is no limit imposed by BM on the number of files you can maintain.

**Table Delete command (Table menu)**

Deletes the current table from the current database file. The Entry table cannot be deleted.

**Table Select command (Table menu)**

The bottom of the Table menu lists all the table in the current database. Select a new current table from the list. The current table has a check mark against it.





# User Interface

The elements are:

- Title bar - this is the area at the top of the window containing the text 'Breed Mate - [SAMPLE.BMF]'.
- Menu bar - contains the names of the menu headings, 'File Edit Search Mark Table View Window Help'.
- Tool bar - this is the row of buttons immediately below the menu bar.
- Status bar - this is located at the bottom of the window. It displays messages such as a description of the function of the current selected menu command. Part of the status bar, on the right hand side will also display the entry at the top of the database view when the vertical scroll button is dragged.
- Dialog bar - located immediately below the toolbar. It also contains the Edit Box.
- Edit box (part of Dialog Bar) - this is where any text is entered either to add or modify data in the database or for searches and mark functions (except Find Replace).
- Text Buttons (part of Dialog Bar) - there are six text buttons located below the edit box.
- Horizontal and vertical scroll bars;
- Coordinates - in the database view this will show the entry that would appear at the top of the view when the vertical scroll button is being dragged. In forms view it shows the X and Y location of the mouse with respect to the origin. The origin by default is the top left of a form, but this can be changed by using the View - Set Origin command.
- View - this is the rectangular area bounded by the scroll bars and the dialog bar. It is used to display a view of the database, family tree or pedigree.

These elements are explained further below.

## 7.1 Mouse

Mouse input generally involves moving the mouse cursor above a user interface element, eg a menu command, and clicking or double clicking with the left mouse button. The right mouse button is not used. The term clicking generally means to press the mouse button and release it, however the term click and drag means to press the mouse button and keeping it pressed, move the mouse then release the button. Double clicking means to click the mouse twice in rapid succession - the maximum period between the clicks is set by the mouse utility in the control panel application in the 'Main' window of the Windows Program Manager.

## 7.2 Keyboard Commands

Some commands can be accessed via the keyboard. In describing keyboard commands the term 'hit' means to press that key and release it. Some keyboard commands require one or more keys to be pressed at the same time. These are shown separated by a plus sign, '+' and always involve one or more of the three 'modifier' keys, ie the shift key 'Shft', the alt key 'Alt' or the control key 'Ctrl'. When doing such a key combination always press the modifier keys down before hitting the other key, eg a command which specifies 'Ctrl+Delete' means, press the control key, then press the delete key and then release both keys.

## 7.3 Title Bar

The title bar displays the name of the database file in square brackets. As shown in Figure 7.1

this would be 'sample.bmf'. The title bar can be used to reposition the whole window on the screen by clicking on it and dragging. You can also alternately maximise and minimise the window by double clicking on it.

## 7.4 Menu Bar

Most commands are available from the menu bar. Commands are grouped under menu headings. To see the commands under a particular heading, select a heading by clicking the left mouse button while the cursor is on it - all the commands under that heading are then displayed. Any one of the displayed commands can then be executed by clicking on it. Note that the menu headings and menu items will vary depending on what view you are in, eg from the pedigree view, no mark commands are available.

Some of the commands are also accessible from the keyboard in either one or two different ways. The first method is to hit the ALT key and then hit the first letter of the menu heading, eg to display the File menu, hit ALT and then the F key. Next hit the key for the letter which is underlined in the command, eg under the File menu the save command appears as 'Save', so to execute it from the keyboard the complete sequence of keystrokes is ALT, F, S. Note the ALT key does not need to be kept pressed.

The second method of accessing *some* commands is to enter the keystroke which is displayed next to the menu item, eg the 'Add Entry' command can be executed simply by hitting the 'F5' key.

Menu commands are sometimes referred to as Menu-Command, for example, the Add Entry command on the Edit menu would be referred to as Edit-Add Entry.

## 7.5 Status Bar

This is the area of the window at the bottom. It is used principally to print a message describing commands as they are selected from the menu or tool bar. A simple way of finding what each menu command is, is to select it from the menu by keeping the left mouse button pressed - when you have finished reading the command description, pull the cursor away until no commands are selected then release the mouse button. This also works with tool bar buttons - just place the cursor above the button, press the left mouse button then pull the mouse away from the button before releasing - this will still print a description of the command in the status bar but will not activate the command.

The right hand side of the status bar is also used in the database view to display the name of the entry at the top of the view when the vertical scroll button is being dragged. This allows rapid scrolling to a desired area in the database.

## 7.6 Views

The information in a database file can be viewed in one of three possible ways:

- database view;
- forms view;
- forms designer view;

The database view is similar to a spreadsheet where each entry is a row and each item of information for that entry appears in a separate column. Note that entries are always listed in the alphabetic order of the entry's name.

The form view shows the currently selected entry on the currently selected form. It does not

show all the information that the database view does.

The Forms Designer view (Breed Mate Pro only) allows the user to edit forms or create new forms.

Now for all these views the following rules apply:

- Any view can be printed or you can print preview it.
- Fields can be selected in the database and forms views by simply clicking on a particular field with the left mouse button. The field will then be highlighted in yellow. Once a field is highlighted, it can be updated by editing the text in the edit box and hitting Enter.
- The user can switch views at any time by selecting any of the view tool bar buttons (see User Reference Manual).
- In the database view you can go to the family tree of an entry by double clicking on it.

## **7.7 Minimise / Maximise Buttons**

Clicking on the maximise button (up arrow) ' ' or double clicking in the Title Bar ' ' will resize the Breed Mate window to fill the whole screen. This button will then change to an up and down arrow symbol and when the user clicks on it again, it will restore the Breed Mate window to the size it was before it was maximised

Clicking on the minimise button will make Breed Mate an icon on the desktop. To restore Breed Mate, select 'Restore' from the menu accessed by clicking the icon.

The overall Breed Mate window size can be adjusted by clicking in the resizing bars and dragging. Note that the cursor changes to a double headed arrow when it is above the resizing bar.

Breed Mate remembers the size and position of its window and will restore it each time the program is started. It also remembers the last database opened and will automatically open this for you when you start the program.

## **7.8 Scroll bars**

Most of the views will not fit entirely in the Breed Mate window, hence Breed Mate allows you to scroll (pan) around the view by using the scroll bars. The vertical scroll bar will move the view vertically and similarly for the horizontal scroll bar.

When the scroll button is dragged, the view will only pan to a given position when the button is released. In the database view, the entry which would appear at the top of the view (if the mouse button was released) is displayed in the status bar when the vertical scroll button is being dragged.

## **7.9 Regions**

From the database view it is possible to select a region of cells rather than just a single cell. A region is defined as a rectangular area encompassing a range of entries and fields.

To select a single cell, move your mouse's cursor above that cell and just click the left mouse button. To select a region you first select a cell at one corner of the region (say top left) and then select the diagonally opposite cell in the region but with the shift key pressed. The entire region will now be highlighted in yellow.

# Forms Basics

## Entities

A form file contains many templates or forms. Each of these forms corresponds to one or more sheets of paper and a form is a graphical description of how you want your database data to be viewed.

Forms contain drawing entities which can be classified as either static or dynamic. Static entities never change regardless of the data, while dynamic entities are dependent on the data from the database.


### The static entities are:

- text        This does not change when a different entry is selected (unlike fields). Static text is shown in a black colour only.
- logos       This is a fixed picture (ie not linked to the database). Only the file's location is stored in this entity (not the actual picture). Whenever the entity is drawn the file will be read in from the file location and drawn.
- lines       Lines are coloured in black only. They may have a width.
- rectangles As above.

### The dynamic entities are:

- records     These appear as green rectangles in the form edit view but will appear as black rectangles in the form view (or not appear at all if their line width is set to invisible).
- fields       These appear as blue rectangles in the form edit view. Fields should always be contained within records.
- pictures    These are just one type of field but with a special picture capability. They are similar to logos, but instead of the picture file location being stored in the picture it is stored in a field of the database
- links        These appear as red lines with a black blob at one end in the form edit view. Links are used to join records (green rectangles). A link should always start in one record and end in another.

The size of the form, ie the size of the paper and the number of tiles of paper, horizontally and vertically, that make up the form are set via the File Print Setup command.

To edit a form first go to the form view and select the form you wish to edit from the Form menu. Next select the edit mode by clicking on the  edit button.

An example of a form in form view is shown below.

Breed Mate - [DOCX.FRM]

File Edit Forms View Window Help

Almondene Black Beauty

Pedigrees Shows Litters Medical Heats/Mates Owners

**Pedigree of:** **Almondene Black Beauty**

Date of Birth: Sex: F Breed: Default Breed  
 Colour & Markings: Peach Reg No.: 1101155  
 Owned By: Barry Tanswell Stud By: Anne O'Connor

PARENTS	GRANDPARENTS	GREAT GRANDPARENTS	GREAT GREAT GRANDPARENTS
SIRE: CH Wyssie King Reg No.:	Kerrilee Toss Reg No.: 1204185 Gargain Mog UD Reg No.: 12732	Stan of Bernickshire Tullagi Spark Kerrilee Beau Glen Gargain Sheila	Virginia Cap Wulston Bess Coulomb Luddie Wynemore Rose Stan of Bernickshire Kerrilee Dull II GdCh Kerrilee Joke
DAM: Almondene Gaele Reg No.: 1163645	Yellig Hemp Reg No.: Yellig Nymph Reg No.:	CH Yellig King Kangra Bragg Wendee Kim Yellig Trump	Spraffyn Bessie Kincaden May Loys Barandale CH Guinille Jasper CH Wendee Nextra CH Yellig King Lusgrove Mott AD

For Help, press F1 X= 55.0 Y= 1.0 mm NUM

Figure 4.1 Example of form in form view.

The form view shown above is of a four generation pedigree certificate. Items such as “Date of Birth” and “GRANDPARENTS” are examples of text. These are of course static and do not change when different data is selected to be displayed.

The large rectangle enclosing the four generations is an example of a rectangle. Again it is static.

The lines which divide up the pedigree are an example of lines, which again are static.

The name of the entry “Almondene Barandale Heather” is an example of a field. It will change with the data. Other fields can also be seen, eg DOB, “Colour & Markings”, “Reg No.” etc.

The records and links cannot be seen in the forms view but if we switch to forms edit view as shown below, then they would appear as green rectangles and red lines respectively.

Figure 4.2 Example of form in forms designer view.

## Text Properties

Text and field entities as described above both have text properties as described in the following subsections.

- |          |                                                                                                                                                                                                                                                                                                                                                       |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Font     | The font is the character font and it may be any of the TrueType fonts installed on your machine. Note that if you design a form using a TrueType font that exists on your machine and then supply your form to someone else who doesn't have that font, then a substitute font will be supplied - but obviously it won't appear exactly as intended. |
| Size     | This is the font size in units of 0.1mm. A normal size to use in most forms is 28. Large text could be 36, or 48. The user is free to set any integer font size up to the Windows maximum.                                                                                                                                                            |
| Style    | This is either, regular, bold, italic or bold italic.                                                                                                                                                                                                                                                                                                 |
| Colour   | This is not supported at this time.                                                                                                                                                                                                                                                                                                                   |
| Property | This can be clipped, break, or single line.                                                                                                                                                                                                                                                                                                           |

## Line Properties

Line properties apply to all links, records, fields, lines and rectangles.

- |       |                                                                                                         |
|-------|---------------------------------------------------------------------------------------------------------|
| Width | The line width may be set to the value in millimetres shown in the pop up menu under Format Line Width. |
|-------|---------------------------------------------------------------------------------------------------------|

## Display Order

When BM displays a form or prints it will draw the static component of all entities first, then it will draw the dynamic text from the database. Entities which are drawn last will appear on top of entities which are drawn earlier, hence they may obliterate some parts of those entities.

In addition, when drawing the static and dynamic components, it will draw entities in the order in which they appear in the display list. Every entity is stored in the display list and when a new entity is added to the drawing it is added to the end of the display list, ie it is drawn last.

Usually the display order will not be significant, but it can be extremely important when calculating links as described in Section 4.5. The display order can be changed using the Format Display Order command.

## Dynamic Entities

The dynamic entities, ie records, fields and links are simply a graphical means of performing database queries.

Here are some simple rules which will assist in understanding these concepts:

- A record appears as a green rectangle in edit mode. It corresponds to one record in the database in one particular table.
- The table which each record belongs to is settable, via the edit box.
- Every form has one and only one root record. It is distinguished by being the only record which is not the target of a link. The actual record that a root record points to is always the current record in that table. The current record is simply the record that is currently highlighted in the database view.
- Every record except the root record is back to the root record either directly or through intermediate records which are themselves linked to the root record.
- Records are linked together by links. A link is directional, it has a source and a destination. The source has a square solid blob on it, the destination end does not.
- Each link has one and only one field set for it. The action of a link is to look up the nominated field from the source record, in the primary field of the destination record.
- There is a maximum of four links out of any one record.
- Fields appear as blue rectangles in edit mode. A record can contain any number of fields. The fields are simply set to a particular field within the record in which they are contained.

## Creating Forms Files

A forms file is a collection of forms. You may wish to create your own forms file to collect together all the forms that you normally use and also to add your own forms.

The steps in creating a forms file are:

- Select File New.
- A dialog box will appear asking you what type of document you wish to create - select "BM Forms" and hit OK.
- The view will initially be blank because there are no forms within the forms file. To create a new form within your file, select Forms New. A dialog box will appear - enter an appropriate name for your form and click OK.

- Use File Print Setup to set the correct paper size. You may wish to mark “Fit to Page” but be careful with this option as it always attempts to either expand or contract the form to fit the page size and may result in undesired results.

## Creating Tables

Tables are covered in the standard edition manual, but this section documents the changes in the pro edition for table creation. The main change is that tables can be created as either sorted or unsorted. To create a table follow these steps:

- Switch to the database view.
- Select Table New
- This will present you with a dialog box requesting a name for the table and also a check box for “Table is Sorted”. Enter the desired sorting. If a table is sorted then all records must have a unique first field, and the table will automatically be in alphabetical order - hence if an entry is added it will appear NOT at the end of the table but at its correct alphabetical position. If a table is unsorted then the first field does not have to be unique and new records will always be added at the end of the table.



# Forms

## Create a new field

A user defined field is created by simply naming one of the existing unused fields. This can be done by clicking in the cell at the top of that column - its the one that looks like a button. It will be highlighted in yellow and the existing field name, if any, will appear in the dialog bar. It can now be set by simply entering the field name in the dialog bar and hitting enter or clicking the arrow button in the dialog bar.



## Change Field Width

In the database view move the cursor so that it is above the right hand boundary of the field - it will change to a double headed arrow - then press the mouse button and drag. Release the button when the desired width is set.

## Change Field Name

In the database view select the cell containing the field name (button shaped cell at the top of the column), enter the name in the Edit Box and hit Enter.

# Views

Change the size of the image in the form views	Click on the Zoom In or Zoom Out tool bar buttons.
Change the size of the BM window	Move the cursor so that it is above the edge of the window - the cursor will change shape to a double headed arrow - when it does, click and drag the mouse to get the desired size. Double clicking the title bar will maximise / minimise the window.
Change the position of the BM window	Click in the title bar and drag window to its desired position.
Change the colours used to mark repeat entries in forms	In the form view, select a record which has the colour you wish to change, then select Edit Colour from the Edit menu.
Create multiple views	Select Windows-Tile to see all the current views. Select Windows-New while in the database view, then select Window-Tile to see both views together.
Move around the database view	Use the horizontal or vertical scroll bars or use the keyboard commands, Page Up, Page Down, Home, End, left and right arrow, up and down arrow.
View Database	Select Database from the View menu, or in family tree view double click on a node. The database view for a specific entry can be seen by double clicking on that entry in the form view.
View a Form	The form of a specific entry can be seen by double clicking on the entry in the database view - alternatively select an entry by clicking on it and then click on the Form button on the toolbar. The specific form on which the entry will be shown is selected via the Forms menu.
View a Form for a proposed mating	The form for a proposed mating can be viewed by selecting a range of cells with the sire and dam at either end of the range and then clicking on the Form button on the toolbar. To select a range of cells first click on the sire and then, holding the shift key down, select the dam. If checking out several matings to a certain bitch check the Bright Idea in the Mark menu description.
View a different entry on the current form	Use the  or  buttons to select the previous or next entry in the database. To select a specific entry, double click on it from the database view.
View database and form together.	Select Windows Tile. Note, by double clicking on an entry in one view you can see it come up in the other view.
View Show Results	To view all show results, go to the database view and from

the Table menu select Show. To view show results for a specific entry, click on a cell in the name field of the Show Table containing the entries name then select Mark Substring, then select View Marked Only.

# Printing

This section lists, in brief how to perform various printing functions.

Print a list of all dogs belonging to a particular kennel	Select any cell in the name field, type the kennel prefix in the edit box and select Substring from the Mark menu. Next select Marked Only from the View menu and then Print from the File menu.
Print out all offspring of a selected entry -	Select all offspring up to 1st or 2nd or 3rd or 4th or All generations. Then select File-Print.
Print all ancestors of a selected entry	Select the entry then select Ancestors from the Mark menu. Next select Marked Only from the View menu and then print.
Print all dogs with a selected genetic disease	Select a cell in the GD field, enter the disease name in the edit box and select Substring from the Mark menu.
Print an A3 form on A4 paper.	From the form view select File Page Setup and select Fit To Page and set the Paper Size to A4 then click OK. Next select File Print.
Print marks as a pattern (because printer shows colours as solid black)	In the form view select View Options. In the dialog box select Use Patterns not Colours. Note this option does not work for repeat colours.

# How To

# Marking

Mark ancestors	Select the entry whose ancestor you wish to mark, then select <u>Ancestors</u> from the Mark menu.
Mark descendants	Select the entry whose descendants you wish to mark then select <u>Descendants</u> from the Mark menu then choose an item from the sub menu, viz 1st, 2nd, 3rd, 4th All. All descendants up to and including the selected generation will be marked.
Mark unreferenced sires, dams or names	Select <u>Unreferenced</u> from the Mark menu. All entries whose name field is not referenced by another entries sire or dam field will be marked. The sire and dam fields will be marked if the name in that field cannot be found in the name field of another entry (ie the parents do not exist in the database).
Mark all show champions	Click on a cell in the Show Titles field which contains 'CH' or whichever show title you wish to mark. This will then appear in the Edit Box. Now select Mark <u>Substring</u> . This will now mark all entries who have the string 'CH' in their Show Title field.
Mark all show champions who are descendants of a particular entry	First, do as above, then select Mark <u>Mark Blue</u> , select the entry and select Mark <u>Descendants</u> . The offspring will now be in blue and the champions in red. The final step is to select AND marks. Now only entries which were marked in red and blue will be marked (in red).
Show a pedigree with champions displayed in red.	Use Mark <u>Substring</u> to mark all champions then in the forms view select View Options and select 'Show marks as text colour'.
Mark all descendants of entry X or entry Y.	Select Mark <u>Red</u> , select entry X, select Mark Descendants select Mark Blue, select entry Y, select Mark <u>Descendants</u> select Mark AND.

# Editing

Add a new entry	From the database view or form view enter the name of the dog in the edit box then click on the single yellow arrow or hit F5 or select <u>Add Entry</u> from the Edit menu.
Change data	The data in any cell can be changed by first clicking on it - the data will then appear in the edit box where it can be modified - then hit Enter or click on the green tick button. Note that after updating a cell, the current selection will move to the next cell on the right thus facilitating entry of consecutive fields in an entry.
Copy the whole table to the clipboard	Click in the black rectangle in the top left corner of the database view then select Copy from the Edit menu.
Copy a range of entries to the clipboard	In the database view select the first entry by clicking in the index field ( <u>left most field containing the index number</u> ) then, while holding the SHIFT key down, select the last entry in the range by clicking on its index field then select <u>Copy</u> from the Edit menu.
Copy all dogs belonging to a particular kennel to a new database	Select any cell in the name field, type the kennel prefix in the edit box and select <u>Substring</u> from the Mark menu. Next select <u>Marked Only</u> from the View menu and then click in the black corner box to select all cells then select Copy from the Edit menu. Create a new database and insert clipboard contents by selecting Insert from the Edit menu.
Copy all ancestors of a selected entry to a new database	Select the entry then select <u>Ancestors</u> from the Mark menu. Next select <u>Marked Only</u> from the View menu and then click in the black corner box to select all cells then select Copy from the Edit menu. Create a new database and <u>insert</u> clipboard.
Copy quickly, the contents of one cell to another	Select the source cell, then click in that cell and drag across to the destination cell and release the mouse button. Note during dragging, the cursor changes to an arrow with a plus sign.
Delete an entry	Select any cell in the entry then select <u>Delete</u> from the Edit menu.
Delete a range of entries	Select the range first by clicking on the top most cell then, holding shift down, click on the bottom most cell. Next select <u>Edit-Delete</u> . Note in View-Marked Only mode - only marked entries are deleted.
Delete all marked entries	Select <u>View Marked Only</u> then select all records by clicking in the blue box in the top left of the view. Next select <u>Edit-Delete</u> then turn off View Marked Only.





# Finding and Replacing

Change all occurrences of one string with another.	Use the Find Replace command from the Search menu.
Find occurrences of a string	Find Previous and Find Next in the Search menu will search the name, sire and dam fields for an entry which contains the text in the edit box as a substring. Use Find Replace to search all fields.
Find an entry with a given name	Enter the name in the edit box (or click on a cell that contains the name) then select Find Entry from the Search menu.
Save changes	To save the changes you have made, select Save from the File menu.
Find an entry fast or find a close spelling to an entry	Use Find Fast under the Search menu. It will find the first entry with the maximum number of matching characters.
Quickly scroll to a rough area.	Click on the vertical scroll bar button and drag it, noting the entry names displayed in the status bar change as you drag. When the button is released, the display will be shown starting from the entry in the scroll bar.
Finding marks, eg finding an entry which has just been added	The Find Mark command will search forward from the current position to find the next marked entry.

# Common Problems

## Family tree or other form doesn't show ancestors.

BM constructs a tree by looking for an entry's parents by matching the entry's sire or dam field against an entry with the same name. The problem of not showing ancestors is therefore due to sire or dam names not matching the name field of another entry. BM ignores uppercase or lower case when matching, but it can fail to match if there are extra characters, eg spaces. If there are extra spaces at the beginning or end of a name or two or more spaces in between the words in a name then the match will fail.

One solution is to carefully check the name, or simply use copy and paste to transfer the name of one entry to the relevant sire or dam field of another entry.

Note that BM will automatically remove any spaces at the front or end of any data entered and will remove double spaces in between. This feature can be disabled via View Options in the database view.

## No Forms are loaded. Use File - Open and select \*.FRM

This will occur if the forms file was closed, or could not be found. In fact this message can be issued even after the form is actually loaded.

If no form is loaded simply use File Open and select a form. Note you may have click on the 'List Files of Type' list box and select \*.FRM before you will see any forms files.

In the case where a forms file is loaded and the message still persists, just select the forms file by clicking on the Window menu and selecting the forms file.

## Can't change the breed shown on the pedigree.

Use View Options in the database view to set the default breed for your current database file. Alternatively if you are interbreeding, eg Group II cats, then you may have several breeds in the one file - in this case select the 'Use per entry breed' option and set the breed for each entry in the breed field.

# Getting Started

This section describes how to get started with Breed Mate (BM) - ie how to view an existing database or to create your own and then how to view a family tree.

## Brief Steps

**To run BM** just double click on the BM icon in the Program Manager

You can **adjust the size and position** of BM's window.

If the file '**sample.bmf**' is not already open then open it via File Open.

To **see an entry's pedigree**, click on it, then click on the forms view button in the toolbar. Next select a pedigree form from the Forms menu.

To **see a different form** click on the Forms menu.

There are two forms files available, dog.frm and cat.frm.

In the forms view you can switch over to the **next or prev record** that you are viewing by clicking on the black arrow buttons on the

## Extra Details

You can also double click on the file 'bm20.exe' from the File Manager or double click a BM database file, ie a file with the '.bmf' extension. BM will automatically read in the last database which you opened. If you wish to view a different database simply select 'Close' from the File menu and then open another database.

To move the window, click in the title bar with the left mouse button and, keeping it pressed, drag the window to the desired position and then release the button. To resize, position the cursor over the bottom corner until it changes to a double headed arrow, then click the left mouse button and drag.

BM is supplied with a sample database file called 'sample.bmf'. This file contains some of the ancestors of a single entry called 'Gracelands Maddie'. Open the file using File Open. A File Open dialog box appears, first select the correct drive (usually C), then select the folder - a list of files in that folder will appear, select the file and click on OK.

You can also just double click on an entry.

To see a different form, eg show entry, family tree or a different pedigree (there are at least three!) click on the Forms menu - all available forms are listed at the bottom - just select the one you want.

You can select a different forms file by closing your current forms file then do a File Open and select 'List Files of Type' \*.FRM. Open either dog.frm or cat.frm. If you intend to modify these files, you should back them up first.

If you were looking at the pedigree certificate for Almondene

toolbar.

To **create your own breed file**, close the existing file (File - Close) then create a database with File - New, then save it using File - Save As. The file name should be related to the name of the breed, eg Border Collies could be saved as 'borders.bmf'.

To **add an entry**, first click on the Edit Box (beneath the Tool Bar) and type the name then click on the yellow arrow.

To add further fields to your entry, type into the Edit Box and hit enter.

**To save changes to the database** select Save DB from the File menu.

**To print out a form** select Print from the File menu

**To print out the database** select Print from the File menu while in the database view.

**To view different parts of the database** simply scroll, using the scroll bars at the right and bottom of the window.

**To share data** with other Breed Mate users simply give them a copy of your database file, eg

To create a new database select New from the File menu. Initially the new database will have no entries and will have a default name. To add entries, type the name in the **Edit Box** then select Add Entry from the Edit menu or click the yellow arrow on the dialog bar. The other fields in the entry can be filled in by just typing the contents of a field and hitting Enter. To set the name of your new database select Save As from the File menu, navigate the directories and set the file name.

This creates an entry whose name field is the text you entered in the Edit Box. Note that the next field (sex) is highlighted, ready for you to enter data in this field. This works in either the database or forms view.

Each entry in the database has multiple fields or cells. These can be modified by selecting the cell with a single mouse click - the cell will now be marked in yellow. The data in that cell will now be displayed in the **Edit Box** where it can now be modified. After modifying the data, hit the Enter key or click on the 'tick' button in the dialog bar.

Make sure you are in the forms view first. It is not required to setup the printer for page size and orientation as this is done automatically from information stored within each form.

Note that you should first set up the printer for the required size and orientation of the paper by selecting Setup from the Print dialog box. The database view will always be printed at the same size. **Note:** By selecting a larger paper size more entries or fields can be printed on a single sheet. Also try selecting landscape paper orientation from Print Setup under the File menu.

Note these may or may not appear, depending on whether all the data can be shown on the screen at once.

They can add the contents of that file to their own database by first opening their database file then selecting Merge from the File menu and selecting your file. Duplicate records from the incoming file will

pomeranian.bmf.

**To backup your database**  
just copy your database file  
to a floppy disk.

be discarded. Records which have been added to  
the database are marked in red.

**Note:** It is recommended that working copies of your  
database files should be kept on your hard disk. This  
greatly improves speed of access. At the same time  
you should also regularly make copies of your  
database files on floppy disk and store these in a  
safe place.

# Overview

Breed Mate comes supplied as the following:

- license agreement;
- one 3 1/2 inch installation disk;
- registration card with license number; and
- User Manual.

The installation disk contains the following:

- Breed Mate program called 'bm20.exe';
- an installation program called 'install.exe';
- a sample database file called 'sample.bmf'.

Breed Mate is compatible with Microsoft Windows 3.1, Wfw 3.11, WinNT and Windows 95. In addition your machine should have the following minimum requirements:

- 386 processor;
- 4Mbytes of RAM;
- 40Mbytes hard disk;
- 3 1/2 inch floppy drive;
- if using Win3.x then Windows must be enhanced mode (its normal mode);

Breed Mate is a very complex program yet it is easy to use and requires very few resources from the computer. The program itself uses only 320KB of disk space and a typical database with 1500 entries would be about 180KB in size.

All Breed Mate database files are in a proprietary database format but Breed Mate also allows you to import or export data in the comma separated value (CSV) text format. This is a format that can be imported or exported by most spreadsheet programs such as Microsoft Excel. In addition Version 2.0 now allows direct copy and paste between Breed Mate and other Windows applications such as spreadsheets and word processors.

Each database file is usually specific to a particular breed of dog. The number and size of your files is usually only limited by your disk space. Each file has been nominally limited to 64,000 records and each record to 2000 bytes - for all practical purposes these limits would not be reached.

Each record in the database corresponds to a single animal. It lists such items as the entries name, sire, dam, registration, date of birth, colour, sex, titles and genetic disease status.

# Keyboard Commands

A list of the available direct keyboard commands is shown below:

Enter	Update Cell command - the contents of the Edit Box replaces the currently selected cell – the next field is then selected.
Delete	The Delete key in the database view will clear the currently selecteds cells. It has no effect in the Forms View, but in the Forms Design View it will delete the currently selected item, eg line, text, record. Note when deleting text in the Edit Box, <b>use the Backspace key instead.</b>
F5	Add Entry command.
F6	Copy Entry command.
F7	Delete Entry command.
F8	Mark Region command.
Shft+F8	Clear Mark Region command.
F9	Find Entry command.
F10	Find Next command.
F11	Find Mark command.
F12	Find Replace command.
Ctrl+C	In database view copies contents of selected database region to clipboard. In form designer view, copies selected objects to clipboard.
Ctrl+V	In database view paste contents of clipboard to selected database region. In form designer view pastes selected objects from clipboard.
Ctrl+X	Cut contents of selected database region to clipboard.
Ctrl+I	Inserts contents of clipboard into database (creates new entries).
Page Down	The database view will scroll down (ie towards the end of the file) by almost a full page length.
Page Up	The database view will scroll up (ie towards the beginning of the file) by almost a full page length.
Home	The database view will scroll to the beginning of the file.
End	The database view will scroll to the end of the file.
Left Arrow	In database view it moves to previous (left) field in database view. In forms edit view it will move selected items left one unit (either 1mm or 0.1mm depending on whether Snap To Grid is selected).
Right Arrow	In database view it moves to next (right) field in database view. In forms edit view it will move selected items right one unit. In forms view it will select the next field and hilight it in yellow.
Up Arrow	In database view it moves to previous record in database view. In forms edit view it will move selected items up one unit.
Down Arrow	In database view it moves to next record in database view. In forms edit

view it will move selected items down one unit.

Shft+Left Arrow Move to first field in database view.

Shft+Right Arrow Move to last field in database view.



# Toolbar Buttons

The tool bar contains several buttons which are short cuts for some of the more commonly used menu commands. To use any of these, just click on the relevant button.

The following buttons are available in **all views**:



This is the Open File button. It is identical to the Open command from the File menu.



This is the Save File button. It is identical to the Save command from the File menu.



This is the Print File button. It is identical to the Print command from the File menu.



This button is equivalent to the Cut command from the Edit menu.



This button is equivalent to the Copy command from the Edit menu.



This button is equivalent to the Paste command from the Edit menu.



This button selects the database view.



This button selects the forms view.

The following buttons are exclusive to the **database views**:



Same as the View Marks menu command. Click on this button to view only marked records (either red or blue). If the button is shown as depressed, then the database is in View Marks Only mode. To return to normal view mode, just click the button again.



This is the Find Fast button. It is identical to selecting Find Fast from the Search menu.



This is the Find Entry button. It is identical to selecting Find Entry from the Search menu.



This is the Find Next button. It is identical to hitting the F10 key or selecting Find Next from the Search menu.



This is the Find Previous button. It is identical to selecting Find Previous from the Search menu.



This is the Find Mark button. It is identical to selecting Find Mark from the Search menu.



Backtrack button. It is identical to selecting Backtrack from the Search menu.

The following buttons are exclusive to the **forms view**:



Edit Form button. Used to switch to forms designer view and back to form view. Unless you have Breed Mate Pro, edit mode will only allow simple changes, eg the position of text.



Zoom In button. It will increase the view magnification thus making viewed objects appear larger.



Zoom Out button. It will decrease the view magnification thus making viewed objects appear smaller.



Display the previous record. This will cause the current form to be redisplayed but for the previous entry, eg if you had selected an entry called 'Ausone Marquette' and you hit this button then the form would be displayed for the previous record, say 'Ausone Laramée'.



Display the next record. Useful for stepping through your database and viewing data for the currently selected entry in a form.



Display the first record in the currently selected table.







Display the last record in the currently selected table.

# Dialog Bar Buttons

The dialog bar is used for modifying data or creating new entries. It contains an Edit Box and four coloured buttons.

The Edit Box will contain the data from the currently selected cell - note this is the cell which is highlighted in yellow. To modify this data simply click in the Edit Box and type your corrections and hit the enter key. To replace or delete part of the text, click and drag the mouse across that part of the text in the Edit Box and hit the delete key or just type your replacement characters then hit Enter.

The buttons in the dialog bar are as follows:

-  (Green Tick) Equivalent to hitting the Enter key. In either database view or forms view this will cause the text in the Edit Box to replace the currently selected field (the one highlighted in yellow).
-  (Red Cross) This button is only available in the database view. It has no effect on the database contents, but simply replaces the data in the Edit Box with the data from the selected cell, ie it undoes any changes made to the data in the Edit Box.
-  (Yellow Arrow) In either database view or forms view this will create a new entry in the database with first field set to the text in the Edit Box. Hence if you entered 'Magdala Sandringham' in the Edit Box and hit the Yellow Arrow then a new entry would be created with this name.
-  (Double Yellow Arrow) In the database view it is equivalent to the Copy Entry command under the Edit menu. After entering the name of a new entry in the Edit Box, click on this button to create a new entry in the database which has all its other data copied from the currently selected entry. This command is useful when entering litters.

## Mark Overview

This section covers mark commands. These are commands which will place a mark against the name, sire or dam field of an entry. There are four types of mark as follows:

- name field marked in red;
- name field marked in blue;
- sire field marked in blue;
- dam field marked in blue;

The sire and dam marks are only ever used for marking unreferenced entries. The name field marks, either red or blue, are the marks which are used by all mark commands.

The concept of marking in red or blue is new to Version 2.0. It allows the mark colour to be selected first - all following mark commands will then apply marks only in this colour (except Mark Unreferenced). Marks in the other colour will be unaffected (except via the AND Mark and OR Mark commands).

Marked entries can be seen in the forms and the database view. An entry which is marked will appear as follows:

- a red mark will red;
- a blue mark will appear blue;
- a red and a blue mark will appear magenta (purple);

Marks are temporary only, ie they are not saved in the database.

The mark commands are useful if displaying marked entries in the forms view. For example you could mark all descendants of an important ancestor and then display the family tree of an entry you are interested in and follow the line of descent from the important ancestor.

Remember the database view has a View Marked Only command which will cause only marked lines to be visible. Once it is in this mode you can also print, in which case only the marked dogs will be printed. You can also copy a selection to the clipboard in which case only marked lines in that selection would be copied. This would allow you to for example select all the offspring of a particular entry and then copy them to the clipboard, create a new database and paste them in there.

## New Toolbar Buttons

The buttons in the tool bar are as follows:



Click on this button to enter Edit Mode (used to change the form design). In Edit Mode the button will appear pressed. Click on the button again to exit Edit Mode.



This is the select tool. Use this tool to select any entities or for actions such as moving and resizing.



This is the line tool. It is used for adding lines to a form. After selecting this tool, the cursor will change to a cross. To add a line just click at one end of the line then, holding the left mouse button down, drag the mouse and release it at the other end of the line. Use Format Width to set the line's width.



This is the text tool. Use this tool to add text to a form or modify existing text. After selecting this tool, the cursor will change to an I-Beam. To add text just click at the bottom left of where you want the text to start from. To modify existing text just click the cursor at the point at which you wish to add or delete text.



This is the rectangle tool. It is used for adding rectangles to a form. After selecting this tool, the cursor will change to a cross. To add a rectangle just click at say the top left of the rectangle then, holding the left mouse button down, drag the mouse and release it at the bottom right of the rectangle.



This is the record tool. Use this tool to add records to a form. Records appear as green rectangles in the form edit view. To add a record just click at say the top left of the record then, holding the left mouse button down, drag the mouse and release it at the bottom right of the record .



This is the field tool. Use this tool to add fields to a form. Fields appear as blue rectangles. The top left corner of a field must appear inside its corresponding record. To add a field just click at the top left of the field then, holding the left mouse button down, drag the mouse and release it at the bottom right of the field .



This is the link tool. Use this tool to add links to a form. A link must start in one record and end in another record.



Insert Picture Tool. This will insert a picture field. The user will also need to set the field number and ensure the field is contained in a record. The name of the file containing the picture is inserted in the database view using "Edit Insert Picture...".



Insert Logo Tool. Logos are simply fixed pictures, ie they are not loaded from the database. After selecting this tool, click on the top left of the rectangular area that you wish the logo to appear and drag the mouse down to the bottom right and release. You will then be prompted with a file open dialog box. Use this to browse for the file just as with a normal open file dialog - then click open.

The dialog bar is used for modifying data in the database or adding new entries. It appears in the database and forms views and contains an Edit bar and several buttons.

The edit box will contain the data from the currently selected cell – note this is the cell which is highlighted in yellow. To modify this data simply click in the edit box and type your corrections and hit the enter key. To replace or delete part of the text, click and drag the mouse across that part of the text in the edit box and hit the backspace key or just type your replacement characters then hit Enter.

The buttons in the dialog bar are as follows:



Equivalent to hitting the Enter key or selecting Edit Update Cell. After modifying data in the edit box, click on this button to update that cell in the database.



Equivalent to the Add Entry command under the Edit menu. After entering the name of a new entry in the edit box, click on this button to create a new entry in the database.

If this button is pressed while the shift key is pressed then this is equivalent to the Copy Entry command under the Edit menu. After entering the name of a new entry in the edit box, click on this button to create a new entry in the database which has all its other data copied from the currently selected entry. This command is useful when entering litters.



This is the delete entries command. It causes all of the currently selected records to be deleted. Note that a dialog box will ask you to confirm this operation first.

## AND Mark

This will logically AND together the blue and red marks to produce red marked only entries. All blue marks will be removed and the only marks remaining will be red marks on entries which were originally marked in both red and blue.

This command is useful for performing complex marking functions, eg if you wished to mark all entries that were descended from a particular entry and also carried a genetic disease you would first mark in blue, mark the descendants, then mark in red and use Mark Substring to mark all entries which contained the disease name in their GD field. The final step is to use Mark AND Marks to mark entries which were both red and blue. The final result is that only entries which were descended from the selected dog AND which had the genetic disease, will be marked in red.

### **OR Marks**

This will logically OR together the blue and red marks to produce red marked only entries. All entries with either red or blue marks will now be marked in red.

## Mark Red

This will cause any further marks to be red marks, eg if you have some existing entries marked in blue, then you select Mark Red then do a Mark Offspring, then newly marked entries will appear in red, the existing blue marked entries will remain in blue unless they were also marked with red - in which case they will appear in magenta.



## Mark Blue

This will cause any further marks to be blue marks, eg if you have some existing entries marked in red then you select Mark Blue then do a Mark Offspring, then newly marked entries will appear in blue the existing red marked entries will remain in red unless they were also marked with blue - in which case they will appear in magenta.

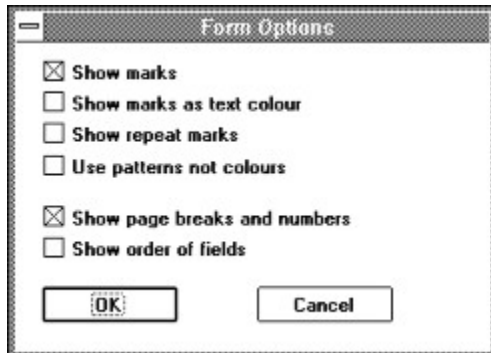
## Form

To show the form just double click on an entry in the database view or select the entry by clicking once on it and select Form from the tool bar. The form view is now shown as it would appear when printed, ie with a page in the background. To view more or less of the form select the Zoom In and Zoom Out tool bar buttons or you can also use the scroll buttons to scroll the view.

To return to the database view just double click on an entry in the form view. You will then return to that entry in the database.

## Forms Option

Select this menu item to change some of the display options for forms via the dialog box shown below.



*Forms Options Dialog Box*

The meaning of the options is as follows:

- **Show Marks.** If this is selected then a record which is marked will be displayed with a solid colour background corresponding to the mark's colour, ie records marked in red will appear with a solid red background, those marked in blue will appear with a blue background, and those marked red and blue will have a magenta background.
- **Show Marks as Text Colour.** If this option is selected, then a record's mark will be shown as the text's colour, ie all text in fields belonging to that record will appear with the marks colour. This command is useful for example for showing all champions in red, just use Mark Substring on 'CH' - the champions will then appear in red text on the pedigrees (or in fact in any form).
- **Show Repeat Marks.** Use this option to display up to 32 different mark colours for records which appear more than once in a form. Useful for finding repeat ancestors in a family tree.
- **Use Patterns Not Colours.** Some printers cannot display colours or shades of grey, instead they will show any colour as solid black, thus obscuring any text. In such cases, use this option to show red and blue marks as a pattern.

The other options are not relevant to forms users.

# Form menu

## New Form

Create a new form within the current form file.

## Delete Form

Delete the current form within the current form file.

## Rename Form

Change the name of the current form.

## Menu Order

Change the position of this form in the menu listing described below.

## Select Form

Change the view to the selected form.

## **New Form**

This command creates a new form within the currently open form file. After selecting this command a dialog box will appear requesting a name for the form.

## Delete Form

This command deletes the currently selected form, but has no effect on the other forms within the currently open form file.

## **Rename Form**

After selecting this command a dialog box will appear requesting a new name for the current form.

## Select Form

At the bottom of the Form menu is a list of all the forms in the current form file. Just select a form to move the current view to that form. Note the currently selected form is shown with a check mark against it.



## Show Results

Show results are stored in the Show table and will use the same records as the show entry. In other words you would first create a show record for the show entry, then fill in the show results in that record.

To view the show results for one particular entry, click on that entry in the Pedigree table then hold Shift down while clicking on the Show button. Note, behind the scenes this just uses the standard Mark Substring and View Marked Only commands.

To view results for one particular judge, ie select the judge's name by clicking on a cell containing the judges name - it will then appear in the edit box (alternately you can just type the name into the edit box). Next select Mark Substring, then View Marked Only.

# Text Buttons

The dialog bar also contains some text buttons as shown below:



Each of these buttons corresponds to one of the tables in the database.

The buttons which have been added are, pedigrees, shows, heats/mates, medical, owner. These buttons will perform a different action in the following three conditions:

- No shift or control keys pressed - jumps to the relevant table and display data for all entries.
- Shift key pressed - jumps to the relevant table but uses 'view marked only' to only display records for the entry that was selected in the pedigree table when the key was pressed. For example to display only the show results for a particular entry, select that entry in the pedigree table, then holding the shift key down, click on the Show Results button.
- Control key pressed - jumps to the relevant table and adds a new record for the entry that was selected. For example to add a medical record for an entry, select that entry in the pedigree table, then holding the shift key down, click on the Medical button.

## Change Case

This command is only available in the database view. It will change the case of all the data in the currently selected area (yellow highlight). The case can be changed to:

- lower case - all alphabetic characters will be changed to lower case;
- upper case - all alphabetic characters will be changed to upper case;
- title case - all alphabetic characters will be changed to lower case, except for the first character of each word;
- sentence case - all alphabetic characters will be changed to lower case, except for the first character of each field;


This command is useful eg when merging data from friends who may for whatever reasons have put all their data in upper case - you would then simply select the name, sire and dam fields (note these are not contiguous, therefore you would select the name field first by clicking on the heading, then change case, then do the same for sire and dam) and change the case to title case (the normal).

## Menu Order

This is a popup menu which has two sub menu items, viz Promote and Demote. If promote is selected, then the currently selected form will be moved up the list order in the menu listing of the forms as described below. Demote will move the form down the list order.

## Medical Records


The Medical table can be accessed by clicking on the Medical button. This table contains the medical records for all of your dogs (for whichever breed this file is for).

To see the medical records for a particular dog, select the dog from the Pedigree table first then click on the Medical button while holding the Shift key down. Alternativley, from the Medical table click on the dog's name and then select Mark - Substring, then click on the View Marks button .

If you would like to store additional information, it is a simple matter to add more fields and resize these fields.

## Litter Records

The Litters table stores details on the litters of all your dogs / cats.

To see the litters records for a particular entry select the entry from the Pedigree table first then click on the Litters button while holding the Shift key down. Alternatively, from the Litters table click on the entries name and then select Mark - Substring, then click on the View Marks button .


If you would like to store additional information, it is a simple matter to add more fields and resize these fields.


# Tutorial


## Views

### Brief Steps


Start BM with the sample.bmf file open.

Switch to the database view by clicking on  in the toolbar.


Switch to the owners details by clicking on the  button.

Switch back to the Pedigree table  then double click on Almondene Beautys Lass.

Select a different pedigree form by clicking on the Forms menu and then clicking on 5G Pedigree A4.

Click on the  button to view the previous record.

Select Window - Tile menu item.

Click on the  button to increment the current record.

Double click on Almondene Celtic Beauty in the database view.

Double click on Almondene Charger in the Forms view (it appears as a grandparent).

Change back to displaying just the forms view by double clicking in the title

### Comments

You will see the 4 generation pedigree of Almondene Barandale Heather appear. You are now in the Forms view. This view sits on top of the database view and shows that data in a graphical form.

BM will switch to the database view. This is a spreadsheet like view with a row per record and a column for each field. The database has five tables, the currently displayed table is the Pedigree table.

Data in the Owners table is now shown. You can see what kind of data is in the other tables by clicking on the other Text buttons.

This will switch back to the forms view and display the current form (four gen pedigree) for Almondene Beautys Lass.

This displays the same dog but on a different pedigree form.

This will show data for the currently selected form but for but will show the data for the previous record. Keep clicking on this button to see previous dogs.

This will split the view to show both the database and forms views at the same time. See Figure 8.4 for an example.

Note how both the forms and database views change.

The pedigree for this entry will be displayed.

The database view will display the details for this entry.


You are now ready to proceed to Section 5.2, just skip the first step in the next section.

bar of the forms (it should say dog.frm)

## Add / Delete / Edit

### Brief Steps

Start as in the previous section


Switch to the database view by clicking on .

Click in the Edit box and type Almondene Delicia then hit the F5 key or click on the single yellow arrow.

Type F and hit Enter.

We'll assume the sire is Almondene Charger. Instead of retyping this name in the Sire field, click once on the Name field of Almondene charger, then click again (not too quickly or it will be interpreted as a double click!) and drag the mouse cursor down to Almondene Delicia's Sire field and release the mouse button.

Assume the Dam is Garion Maori Billambi. Scroll down to this entry, click on its name and hit Ctrl-C (hold down the Ctrl key as you press the C key).

Scroll back to Almondene Delicia by clicking on the backtrack button  and click on its Dam field then hit Ctrl-V.

### Comments

You will see the 4 generation pedigree of Almondene Barandale Heather appear. You are now in the Forms view. This view sits on top of the database view and shows that data in a graphical form.

This creates a new record for this dog and highlights the Sex field.

This will enter 'F' as the Sex and the DOB field will now be highlighted. Enter a fictional DOB and hit Enter.

This is drag and drop. Its a fast way of copying fields on screen.

This copies the text Garion Maori Billambi to the clipboard.

This copies the clipboard contents into this field.



## **BREED MATE FAX ORDER FORM**

### **To:**

Wild Systems (Australia)

Fax No: +61-2-9869-0854

### **From:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone no: \_\_\_\_\_

### **Order Details:**

Please supply the following (*tick applicable*):

☐

Registered version of Breed Mate V2.0 (Standard Edition), including 80 page manual and disk and Express International Post for US\$100.



Registered version of Breed Mate V2.0 (Professional Edition), including deluxe manual and disk and Express International Post for US\$135.

### **Payment Details:**

I wish to pay by  Mastercard



Visa: (*tick applicable*):

Name on Card: \_\_\_\_\_

Card Number : \_\_\_\_\_

Expiry Date : \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_

## Copy Picture

In the forms view, this will copy all of the current form as a picture to the clipboard.

This can then be pasted into a word processor. In Word, it is suggested that a frame is created first, then paste the picture into the frame so that it can be resized or repositioned.

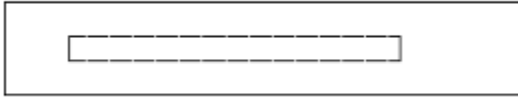
## **Table Rename**

Use this command to rename the currently selected table. A dialog box will appear, enter the new name in the edit box then hit OK. Hit Cancel to leave the table name unchanged.


The name can be any sequence of up to 32 characters including spaces.

# Forms Tutorial

The simplest possible form is shown below:



To create this form follow the following steps:

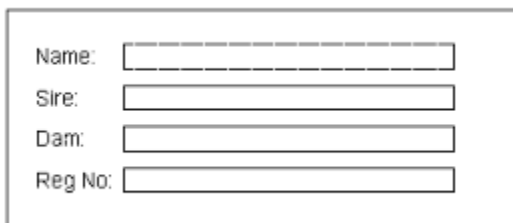
- Create a new form using Form New and set the name to test.
- Use File Print Setup to change the paper size to A4 Landscape;
- Select the record tool  then draw its rectangle shape by clicking at its top left corner then dragging down to its bottom right corner.
- Select the field tool and draw its rectangle within the record.
- Neither the record table nor the field's field need to be set as by default they are correctly set to Entry and Name respectively.
- Use the select tool to select the field and use Format Font to change its font to Arial 28.

If we switch to forms mode then this would appear as below:

Almondene Beautys Lass

The record was the root record because there were no links into it and it was set to the Entry table. Hence in forms mode it pointed to the current record in the Entry table, which happened to be "Almondene Beauty's Lass".

The field was set to a value of "name", hence in forms mode it was replaced with the contents of the name field from the current record.



To take the example further, we'll add a sire and dam and registration field and also add some text as illustrated above in forms edit view. Both the text and fields were set to Arial 28. The line width is set by default to 0 so that it is not visible in forms view.


If the users were to click on the record, then "entry" would appear in the edit box, indicating it is set to the Entry table. If the top field was clicked on then it would show "Name". If the second field was clicked on it would show "Sire". This is illustrated below:


The way this sample was created was as follows:

- extend the size of the record by selecting it and dragging its lower left corner.
- move the field across to the right;
- Select Format Font and set the default font to Arial 28.
- Use the text tool and click at the left of where you want the text to appear and type "Name:".
- Use the select tool to move the text to the left of the field.
- Now select both the text and the field and press Ctrl-C to copy them.
- Hit Ctrl-V to paste them back and move them below the other two.
- Repeat this two more times so that there are four identical copies of the text and field.
- Now we change the lower three fields and text.
- Use the text tool to click inside the Name text of the 2nd from the top text. Use the left arrow to move the text cursor to after the 'e' and the hit Delete four time and then type in 'Sire'. Change the other text similarly.
- Now we change the other three fields. First select the 2nd from the top field - 'Name' will appear in the edit box. Use the drop down arrow. A list of fields will appear - select the Sire field then click on the green tick or hit enter. Use this method to change the other fields to "Dam" and "Reg No.".

After all that work it should appear as shown below in the forms view.

Name: Almondene Beautys Lass  
 Sire: Almondene Noble Jake  
 Dam: Almondene Celtic Beauty  
 Reg No: 1177415

By clicking on the  or the

 you can select the previous or next records and display their data in your form.

The next step is to use the concept of links. Our intention is to add a sire and dam record that will also show the registration number of the sire and dam.

Name:

Reg No:

Sire:

Reg No:

Dam:

Reg No:

The steps for creating this new form are as follows:

- delete the sire and dam text and fields - we won't need them;
  - move the Reg No text and field up below the name text and field;
  - readjust the size of the record to neatly enclose the two fields;
  - select all of this (use an area selection) then copy;
  - paste a copy and position below the original then repeat to add the 2nd copy;
  - Use the text tool to change the text in the 2nd and 3rd copies to Sire and Dam;
  - use the link tool to add two links;
  - Using the select tool, select the first link (Leftmost) and change it to Sire via the edit box drop down list (dont forget to hit Enter after doing this), then change the 2nd link to Dam;
- Your form is now complete and in forms mode will appear as below:

Name: Almondene Beautys Lass  
Reg No: 1177415

Sire: Almondene Noble Jake  
Reg No: 1190895

Dam: Almondene Celtic Beauty  
Reg No: 1163625

The techniques described above are sufficient to design 90% of forms but there are still some more advanced techniques which must be mastered for the more difficult forms.

## Advanced

Some forms will require the designer to locate one record inside of another record. For example if we took the previous sample and wished to show the address of the owner as shown below in design view and forms view.

Name:

Reg No:

Owner:

Address:

Name: Almondene Beautys Lass

Reg No: 1177415

Owner: 1177415

Address: 33A Rutledge Court Pandanus NT 003 90E

The steps in designing this new form are as follows:

- delete the sire and dam records from the previous sample;
- extend the record to be large enough to include the owner and address fields;
- copy the Reg No text and field and paste two copies and position them;
- change the first copy's text to Owner and field to Owned By.
- add a new record enclosing the last field and set it to Owners table;
- select the record and use Format Display Order - Send To Back. This step is crucial, since when determining which record encloses a field, it is the record which is first in the display order (ie sent to the back) which will be chosen.
- select the field inside the record and set to "street number+street+suburb+phone". This is a calculated field and there are several other such fields. This particular field will simply join the listed fields together and display them.
- add a link as shown and set it to Owned By

Your form is now ready to test by switching back to forms view. This example has shown the following important concepts:

- display order of records affects which record a field belongs to
- calculated fields and use of tables other than Entry




# Editing Forms

This section describes how to edit your own forms.

## Selecting Objects

Entities can be selected as follows:

- always ensure that the select tool  is selected (it will appear pressed).
- select a single entry by clicking on it with the mouse;
- select a group of entities within an area by clicking at the top left of the area, dragging the mouse down to the bottom right of the area and releasing the mouse button;
- you can keep selecting more entries by pressing the Shift key down while performing either of the previous selects;
- deselect entities in the same way as above, ie hold the shift key down when selecting - if an entry is already selected it will be deselected, if it is not selected then it will become selected. Entities which are selected are displayed as have four handles or solid black squares, one in each corner.

## Adding Entities

Any entity can be added by selecting the appropriate tool, eg text, line, rectangle as described in Section 5.

## Moving Entities

First select the entities to be moved as described in Section 6.1 then click on any of the selected entities (but not in a blob) then drag the mouse to the desired position and release.

When moving entities ensure that the original relationships between the records, fields and links is maintained, ie that fields remain within their records and that links start and end within their original records.

## Resizing Entities

Just as objects (like text or lines) can be moved, they can also be resized. In the case of text this only changes the area in which they are bounded it does not change their font size.

To resize, first select an object by clicking on it. Four 'handles' should appear as square black blobs. Click in one of the blobs and drag then release the mouse button when the correct size is achieved.

## Deleting Objects

Any object can be deleted - note that it cannot then be recovered, except by either not saving the form file or if the file has been saved, then copying the forms file from a backup.

To delete an object or objects simply select them and then hit the Delete key.

## Changing Text

Simply select the text tool and click the cursor at the point at which you wish to add text or delete text. You can use the left and right cursor keys to move the insertion point. Use the backspace key to delete text.

To change the size or typeface of text, use the Format Font command.

## Changing Records

A record has only one value and that is the table it belongs to. Therefore in a normal BM database the possible values a record could be set to are:

- Entry
- Owner;
- Show
- Litter;
- Medical;
- Heats/Mates; and
- Photos.

## Changing Fields

A field also has only one value and that is one of the available fields of the record it belongs to. For example , if a field was contained in a record which was set to the Entry table, then it could set to any field in the table. The field values a field can assume when contained within a record with a specified table are listed below.

- Entry Table - Name, Sex, DOB, Sire, Dam, Reg No., Titles, Obedience, Colour, Gd, Owned By, Bred By etc
- Owner Table - Owner's Name, Street Address, Suburb, State, Postcode, Home Phone, Work Phone, Membership No. etc
- Show Table - Name, Date, Sponsoring Club, Show, Cost, Cheque No. Breed Class, Special Class, Trial Class, Judge's Name, Result, 1st, 2nd, 3rd etc

The available fields also include a list of "calculated" fields as follows:

- title!+name +imported!+obedience
- title+name +imported+obedience
- title!+name+imported!+reg+colour
- title+name+imported+reg+colour
- title+name+reg+colour+breed
- title!+name!+reg+colour+breed
- breed
- street number+street+suburb+phone
- percentage
- title+name+reg+tattoo
- title+name+reg+certification

The fields listed above are concatenated, ie joined together with a space character separating them, except where a '!' is shown in which case a newline character is inserted causing following text to start on the next line.

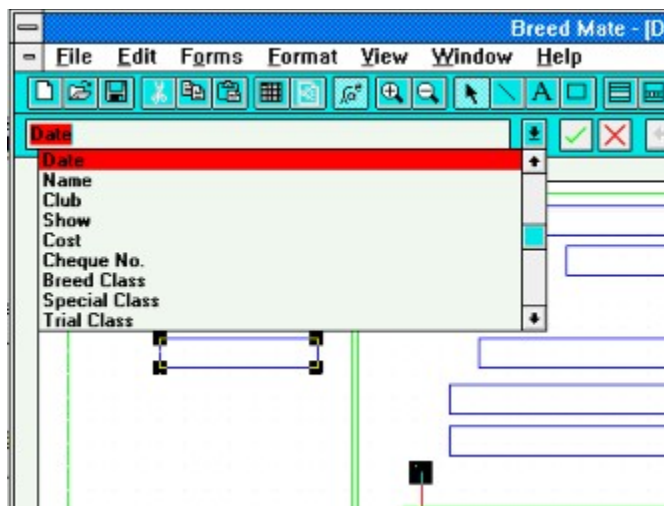
To change a field, go to edit mode then select the field by clicking on it. Next click on the list box to display the available fields, select the field, then hit Enter or click on the green tick.

The example below shows the date field from a show entry form selected (solid black squares in each corner) and a list of available fields in the drop down list box.

## Changing Links

A link is set identically to a field. Each end of the link must also be contained within a record. The record which controls which values a link may have is the one which contains the source end of the link (has a large rectangular blob on it).

Links may have the values as listed above for fields except for the special calculated values. In addition though it has one special value, viz "-1" (shown as title!+name +imported!+obedience). When this value is selected, then the linked records are merely copies of each other. This is used in some of the show entry forms to extend a record to isolated islands of fields.



## Units of Measurement

The base unit of measurement used in forms is 0.1mm (one tenth of a millimetre). Normally the Snap To Grid option is set (it has a tick next to it) on the View menu, which means that the grid is 1mm. To use a 0.1mm grid, simply unset that option.

When moving entities or resizing, the status bar will show either position or dimension.

## Aligning Entities

Aligning entities is the process of moving them so that either their, left, right, top or bottom extents are the same. Currently this can only be done manually as follows. First move the mouse cursor over the point you wish to align to and note either the vertical or horizontal dimension from the status bar. Next move each entity in turn, drop it and recheck its alignment.

# Worked Examples

## Deleting Unwanted Fields

Some of the standard pedigrees may be just what you want except they may have some fields that you don't need. As an example take the "4G Pedigree (A4 Fancy)". It has colour in the parents, grandparents and great grandparents and apart from this unwanted field is perfect for the user's requirements. A sample of one part of the pedigree is shown below.

PARENTS	GRANDPARENTS	
SIRE:	COLLYDALE RINGO	E
ALMONDENE DIGGER	Colour: Blue Reg No: 1256575	P
	ALMONDENE BEAUTY	L
Colour: Blue Reg No: 1264535	Colour: Blue Reg No: 1116715	H

To change this, first enter edit mode, and the pedigree will change as shown below. Then just select the text "Colour:" wherever it appears holding the shift key down after selecting the first entity so that the selections keep accumulating. All of the "Colour:" text will now be selected so just hit the Delete key to remove them.

PARENTS	GRANDPARENTS	
SIRE:		
	Colour:	
	Reg No:	
Colour:		
Reg No:		
	Colour:	
	Reg No:	

The only items to remove now are the fields. As for colour, select the first colour field and, holding the shift key down, keep selecting the others, then hit Delete. The resultant form should appear as shown below.

PARENTS	GRANDPARENTS	
SIRE:		
	Reg No:	
Reg No:		
	Reg No:	

Exit edit mode and view the results. Remember to Save Form, otherwise your changes will not be permanent.

## Adding Extra Fields

Lets assume that the 4G Pedigree is just what you want except it doesn't have hip scores. Again we will work through the changes required showing just a portion of the pedigree as below.

PARENTS	GRANDPARENTS
SIRE:	
	Reg No.: <input type="text"/>
Reg No.: <input type="text"/>	
	Reg No.: <input type="text"/>

Rather than creating the text and field from scratch it is always easiest to copy one that is similar. So first step is to select the "Reg No." text and the field to the right of it. Next do Edit Copy, then Edit Paste. The copy which was pasted will appear selected. Click on it and drag it so that it appears positioned directly below the original as shown below.

## Changing Fields

Some pedigrees may be close to what is desired except that a field may need to be changed. As an example take the 5G A4 Pedigree. It has colour and Reg No. in the first two generations. Lets say we wish to change colour to hip score. Just follow these steps.

Select the text tool and click in the static text "Colour". Use the arrow keys to navigate to the end of the text and hit backspace to delete all of it then type in "Hip Score:", then select the field next to it. Its field will appear in the edit box as "Colour" - hit the drop down button and select the "Hip Score" field then hit Enter.

So far we have changed just one copy of this. Rather than repeat this for all fields and text, we will just select all of the other text, then delete it. Next we will select the text and field, hit Edit Copy to copy this pair to the clipboard then we paste copies to replace the ones we deleted.

PARENTS	GRANDPARENTS
SIRE:	
	Reg No.: <input type="text"/>
	Colour: <input type="text"/>
Reg No.: <input type="text"/>	
Colour: <input type="text"/>	Reg No.: <input type="text"/>
	Colour: <input type="text"/>

The result of these changes will be as shown below:

PARENTS	GRANDPARENTS
SIRE	
	Reg No.: <input type="text"/>
	Hip Score: <input type="text"/>
Reg No.: <input type="text"/>	
Hip Score: <input type="text"/>	Reg No.: <input type="text"/>
	Hip Score: <input type="text"/>

## Copying Forms

There may be situations where the user wants to keep a form but also use a modified version

of that form. This can be accomplished as follows:

- Select Form New. A dialog box will appear. Enter the name of your new form and hit OK.
- Select the form you wish to copy from and select all the entities in that form by using Edit Select All.
- Copy the entities to the clipboard using Edit Copy and view your new form by selecting it from the Forms menu.
- Click the mouse in the top left corner (this establishes where the top left corner of the pasted copy will appear). Paste the copy in using Edit Copy.
- Adjust the position of the forms entities by clicking on any one of the selected entities and dragging all the entities to the correct position.

# Pictures and Logos


Both pictures and logos can be inserted in any BM form. The only picture format currently supported is bitmaps, ie ".BMP" files. These are a widely used format and a compressed bitmap file will typically only be about three times larger than a comparable ".GIF" file.

Bitmaps can be created from scratch by drawing them in programs like Paintbrush. They can also be scanned in by hand scanners, flat bed scanners or by using digital cameras.

Many freeware or shareware utilities exist for converting various picture formats to bitmaps. Two programs which we can recommend are Paint Shop Pro and LView.

## Logos


Logos are fixed pictures, ie they do not change with the data. To add a logo go into edit mode

and select the logo tool . Click in the upper right of the rectangular area where you want the logo to appear then drag the mouse down to the bottom right and release the button. A file dialog will now appear. Use this just like a normal file open dialog box to navigate the drives and directories and then select the bitmap file you wish to use then click OK.

The logo will now appear. It can be resized by selecting it and clicking in one of the handles and dragging. It can also be moved by selecting it and clicking on its frame (but not in one of the handles) and then dragging.

Once a logo has been placed, its file location cannot be changed - hence if you need to display a different logo you will have to delete the original logo and insert a new one.

## Pictures

Pictures are dynamic, ie they are dependant on the data. To add a picture, select the  tool while in edit mode. Describe a rectangle as for the logo.

Pictures are essentially fields and as such they must be contained within a record (green rectangle). After the picture's rectangle has been drawn, its size and position can be adjusted as for rectangles etc.

The file location for a picture is read from the field number stored in the picture and from the record contained in the table specified by the record. Make sure that the containing record is set for the correct table and that the field is correctly set for the picture.

# Edit menu

This section describes the extra Edit commands in BM Pro.

## Copy (form)

Copies the selected entities to the clipboard. Usually this command will be followed by a paste.

Copy and paste can be used to copy whole forms, eg you could create another version of a pedigree by creating a new form then copying the desired form and then pasting it in the new form.

## Paste (form)

This command will paste entities in the clipboard in to the current form at the last position at which the mouse was clicked. Note only form entities can be pasted into forms. Any attempt to paste text, graphics etc will fail.


## Select All (form)

This command will simply select all entities in the current form.

## Insert Picture (database)

This command is simply used to paste the full path name (the file name including the name of its directory) of a picture file into a database cell. Selecting this command will cause an Open File dialog box to appear. Just browse the directories until the desired file is found, select it then hit OK. An example of a field which has been filled in this way is shown below.

Pedigrees	Show Results	Litters	Medical
	Name	File Name	
0	Almondene Barandale Heather	C:\BMATE\DOG1.BMP	
1	Almondene Barandale Lassie	C:\BMATE\DOG2.BMP	
2	Almondene Beauty	C:\BMATE\DOG3.BMP	
3	Almondene Beautys Lass	C:\BMATE\CAT1.BMP	
4	Almondene Black Beauty		Ni
5	Almondene Celtic Beauty		

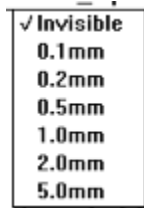
The Photos table has been specifically set aside for photos but there is no reason that you cannot use the Pedigree table to also store file names. The advantage of the Photo table is that every entry in that table will have a photo (that's why the entry was added in the first place) therefore when browsing through using the  toolbar buttons its just like flicking through a studbook or photo album.



# Format Menu

## Line Width

This command is used for setting the width of lines, rectangles, fields and records (it has no effect on text). It is a pop up menu that has a sub menu as shown below:

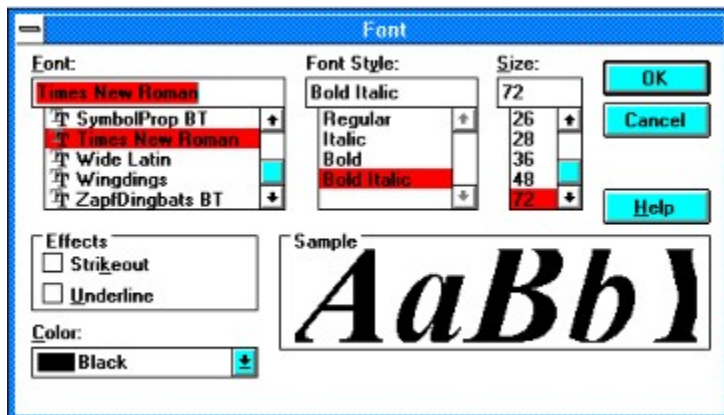


Select one of the menu items to set the line width, eg select 1.0mm to set the line width to 1mm. Note you can select multiple entities and then apply this command, eg select several rectangles and lines then apply the command to set their line width.

If invisible is selected, then the entity will not be visible in normal (non Edit) mode. This feature is usually only used for fields, links and records which are normally set to invisible. They are sometimes set to visible eg in the family tree form the boxes are in fact the records.

## Text Font

Selecting this command will bring up the standard Font dialog box as shown below.



The dialog box allows the following to be set:

**Font** The font can be any TrueType font shown in the list box, eg “Times New Roman”, “Arial”.

**Font Style** Select from regular, italic, bold, bold italic.

**Font Size** The size of the font. This size is not a point size but is roughly the size in units of 0.1mm.

Note that Effects and Color are not used.

## Text Alignment

This command will set the text alignment to either left, center or right. Text which is left aligned will appear starting from the left hand side of its bounding box. Text which is right aligned will appear with its right hand edge starting from the right hand side of its bounding box. Text which is centre aligned will appear centred in its bounding box.

## Text Properties

This command will set the following text properties of both text and fields:

- clip** If this is set then the text will be clipped so that it is wholly contained within its bounding box.
- caps** If set, then the text will all be forced to upper case when displayed.
- break** If set, this will cause text to be broken across lines, preferentially on a word boundary.
- single line** If set, this will force the text to appear on a single line.

## Tools

This command will choose one of the available tools, either, select, text, line, rectangle, field, record, link.

## Display Order

This command is a popup menu with sub menu of “Send to Back” and “Send To Front”. These commands will place the selected entities either at the front of back of the display order. This command is principally useful for determining which record a fields belongs to (always to the first in the display order).

## Rectangle Style

This command will set the rectangle style to one of normal, shadow, indent, raised, scribe. This command is not intended for normal use.

## Page Style

This command sets the page style of the current form to either normal or fixed. A normal form is used for all pedigrees, show entries etc. The fixed style is used for creating a data entry form. This command is not intended for normal use.



