

ADDRESS BOOK

**Address and 'Phone Number Management for the Psion
Series 3A**

Shareware Program

© 1994, 1995 John W Dawson

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1 Introduction

Address Book is an Application for the Psion Series 3A which you can use to manage addresses, 'phone numbers, and related information. It has a number of special features which make it more convenient and suitable for this purpose than the standard **Database** Application built into the Series 3A. These include

- Alphabetic listing and searching of names;
- Enhanced DTMF dialling
 - Variable volume;
 - Automatic prefixing of charge card account number and PIN;
 - Automatic prefixing of network service codes (for call diversion etc.);
- Linking of records, to allow common information to be defined once only but shared by more than entry;
- Configurable print layouts, allowing you to print addresses onto envelopes or labels. The program generates RTF files containing all the necessary formatting, which can be printed using a compatible word processor on a PC;
- Tagging of entries, to create temporary or permanent lists of related entries.

The Application manages one or more database of information about an individual or an organisation. Each entry in a database has the same layout, but the template for this is fully configurable.

Two of the fields have special significance, since they are used to sort the entries. In the default template they have the labels **Name** and **Organisation**; however you can change their labels and positions in the template.

An entry may relate to a person, in which case the **Name** field will be present and optionally an **Organisation**. Alternatively the entry may relate to a Company or other organisation, in which case there will no **Name**, only an **Organisation**.

There are four principle screens

The **Find** screen lists entries in alphabetical order, and allows alphabetic searches.

The **Show** screen displays a single entry in full.

The **Update** screen allows existing entries to be modified.

The **Add** screen allows new entries to be added.

2 Getting Started

2.1 Installation

To install the Application carry out the following steps

- 1 Copy the file **ADDBKV4.OPA** into the **\APP** directory on the Internal Drive or an SSD.
- 2 Copy the files **ADDBK2V4.OPO**, **ADDBK3V4.OPO**, **IXFILEV3.OPO**, and **DIALOGV3.OPO** into the **\OPO** directory on the same drive.
- 3 On the System screen use the "Install" (**Psion-I**) command to install **ADDBKV4**. The Address Book icon (depicting a book, 'phone, and envelope) should now appear on the screen.
- 4 You may find it convenient to assign a button to the Application, using the "Assign Button" (**Psion-A**) command.

2.2 Creating a new Address Book

You can now create an Address Book database by using the "New File" (**Psion-N**) command (while the highlight is beneath the Address Book icon). In the dialog box specify the name for the database and the drive where it is to be located.

The *Edit Labels* screen will now be displayed, allowing you to customise the default template to your preferences. If the default is acceptable just type **Escape**. Otherwise edit the labels; keys work in the same way as on the *Add* and *Modify* screens described below. Type **Enter** when finished.

A dialog will then be displayed, to allow you to specify which fields to use for sorting, and the format you wish to enter names in. The choice of format is either forename(s) followed by surname (e.g. "Sally Ann Field") or surname followed by forename(s) (e.g. "Field,Sally Ann"). You can choose the character used to separate the forenames and surnames; this can be a space, a comma, or some other custom character. Alternatively you can specify "None", in which case names are not split into separate forename and surname parts. This last option would be most suitable if you wished to use **Address Book** to manage information other than names and addresses.

On completion of the dialog the *Add* screen (described fully below) will then be displayed, enabling you to start adding entries to the database.

Once you have some entries in the database you can go to the *Find* screen by typing **Escape** or **Diamond**.

2.3 Using an existing Database

If you have an address database in standard Psion DBF format (e.g. created using the built in Data application or an OPL program) then you can open this with **Address Book**. You can not use a Database that contains numeric fields, but any Database which the built-in **Database** can open should be okay.

Note that the default directory and extension for **Address Book** is different from the built-in **Database** (for historical reasons), hence **Database** files will not appear under the **Address Book** icon. However you can create an 'alias' to access such files more conveniently. Position the highlight under the **Address Book** icon, and type **Psion-E**. Create a new list for **Address Book**, with

Directory \DAT and **Extension** DBF. Your database files will then appear under the additional **Address Book** icon.

Databases which have been created and maintained by **Address Book** have an extra 'index' file associated with them. When **Address Book** first opens a database where this index information is not available then, it must build this index. Once created there should be no need to rebuild this index, unless the index is accidentally deleted or the database file is modified by an application other than **Address Book**.

Open the file in the normal way (from the System screen). If the database does not contain a template (typically a file created by an OPL application) then the *Edit Labels* screen is displayed. The default template is shown, and you should modify this to reflect the structure of entries in the database. (If there is a template already present in the database then **Address Book** will use this.)

A dialog is then shown to allow you to specify how the database is to be sorted and the layout of the **Name** field (as when creating a new file). There are extra dialog lines which allow you to control whether entries which contain more than one name in the **Name** field are split into multiple linked entries.

If you set **Name Separator** to "None" then no changes will be made to entries in your database. Otherwise if an entry contains more than one name (separated by the specified character) then extra database entries are created for the second and subsequent names, which are all linked to the entry for the first name. (See below for explanation of linking).

The application will now build the index. When this is complete the *Find* screen is displayed, listing the entries in alphabetic order.

3 General Points

Most of the basic features operate in the 'standard' way. **Diamond/Shift-Diamond** switches to the next/previous screen. **Menu** displays the menus. **Control-Menu** controls the displaying of the Status Window.

The *Find*, *Show*, *Update*, and *Add* screens can all be zoomed, by typing **Psion-Z** or **Psion-Shift-Z**. The "About Address Book" (**Psion-Shift-A**) command displays the introductory screen. You can exit cleanly from the Application by using the "Exit" (**Psion-X**) command in any screen.

4 The Find Screen

Entries are listed in alphabetical order. Entries for **People** are sorted by surname, which is generally taken to be the final space-separated 'word' in a name. E.g. John William **Hedges** and Peter **Hetherington-Whyte** would both be listed under **H**.

You can override this, to cater for exceptions such as double-barrelled surnames without hyphens, e.g. Ralph Vaughan Williams which should be listed under **V**. You should enter such names with a double space between the last forename and the start of the surname (e.g. between Ralph and Vaughan).

The » character indicates the 'current' entry.

Entries for **Organisations** are sorted by their complete names; e.g. Acme Software Company would be listed under **A**.

You can find an entry by typing the initial letters of its surname (or complete name for an organisation). Use lower case letters only. As you type the program will progressively find the first entry which matches the letters entered, and display the entry with the matched letters highlighted.

Upper and lower case characters are treated as equivalent. Accented characters are sorted and matched as the equivalent unaccented character; "æ" is treated as "a", "ø" as "o", and "ß" as "s". Punctuation characters are ignored when sorting and matching; e.g. O'Regan is listed between Oppenheimer and Oswald, and can be found by typing **o r**

If you make a mistake when typing the sequence of initial letters then press the **Escape** key; this cancels the matching, and enables you to start the sequence again from the first letter.

Once the entry you require is displayed on the screen you can select it immediately by typing the digit or shifted letter shown to the left of it. The entry is then shown in full on the *Show* screen. **Enter** or **Diamond** displays the current entry in full.

You can move up and down the screen using the **Up/Down** arrow keys. **Page Up/Down** move a whole screenfull at a time. **Home** moves to the first entry, **End** to the last. Use of any of these keys cancels any matching in progress.

4.1 Configuring the Find Screen

You can configure the layout of the *Find* screen by using the "Screen Layout" (**Psion-Shift-S**) command. **Surname width** and **Forename width** specify the widths of the two different parts of names (approximately in number of characters). **Extra field** specifies an additional field to be shown on the screen. If the 'phone symbol is selected then the first non-blank 'phone number of each entry is shown.

You can also use this dialog to specify how tags are shown on the *Find* screen. A "*" can be displayed against each *Find* screen entry which has a particular tag set, or any tag set.

5 The Show Screen

This displays the full details for a single entry. Only fields which have information in them are shown. Any tags set can be shown, either as full names or short codes (use **Psion-Shift-S** to set required preference).

If the entry is too big to be shown in full then you can scroll up and down, using **Up/Down/Page-Up/Page-Down**. Alternatively you can zoom to a smaller font.

Typing any lower case letter starts a 'quick-find' the *Find* screen is displayed with the first entry starting with the letter selected.

You can display then next or previous entry in the database (or found set) by typing ">" or "<" respectively.

6 The Update Screen

You can update the current entry by using the "Update" (**Psion-U**) command on the *Find* or *Show* screens, or by pressing **Diamond** on the *Show* screen. The *Update* screen is then displayed, showing all the fields for the entry and their current values if any.

You can now change these values by typing text on the keyboard. If all or part of a field is highlighted then this is replaced by what you type; otherwise text is added at the cursor position. You can put line breaks in any of the fields by typing **Shift-Enter**.

Use the arrow keys to move around within a field or between fields. Use these keys with **Shift** down to highlight text. **Control-Left/Right** moves a word at a time. **Home** and **End** take you to the start and end of the current line.

The **Delete** key removes the highlighted text, or the character to the left of the cursor if nothing is highlighted. **Shift-Delete** deletes to the right, and **Psion-Shift-Delete** deletes to the end of line. You can cut and paste text between fields using **Delete** or "Copy" (**Psion-C**) with text highlighted and then "Insert" (**Psion-I**).

Text is automatically wrapped onto the next line if a line becomes too long to fit on the screen.

The **Enter** key writes the modified entry back into the database. An entry will not be updated if both the **Name** and **Organisation** fields are blank. Use **Escape** to abandon the update, leaving the entry unchanged in the database.

7 The Add Screen

You can add new entries to your database by using the "Add" (**Psion-A**) command or by pressing the **Diamond** key on the *Update* screen or **Shift-Diamond** on the *Find* screen. This takes you to the *Add* screen, whose operation is similar to the *Update* screen described above, except that all fields are initially blank.

You can create a new entry based on an existing entry by using the "Copy Entry" (**Psion-O**) command.

8 Finding Entries

The principle way of finding a particular entry is by alphabetical searching by name on the *Find* screen. However you can also make searches on other fields, using the "Find" (**Psion-F**) command. In the dialog you then specify the text you are looking for, which field to search (or all fields), whether the search should be case sensitive, and whether the entire field must match the specified text.

You can either list all the entries which match the criteria (by setting **Find** to "All"), or display the first matching entry in full (by setting **Find** to "First").

If "All" was selected then when the search is complete a dialog showing the number of matching entries is displayed. Type **Escape** to abort the search, or **Enter** to list the found set on the *Find* screen. The found entries can then be selected, displayed, modified, deleted, printed, etc., exactly as when the entire database is listed. Typing **Escape** lists the entire database again (a second **Escape** is

required if part of a name is highlighted.) Also if any entries are added the program reverts to listing the full database.

If "First" was selected you can find further entries matching the same criteria using "Find Next" (**Psion-G**). Note that "Find" and "Find Next" find search the database in *physical* order, which may not be the same as the *sorted* order in which entries appear on the *Find* screen.

You can find and list all entries linked to the currently selected entry by using the "Find Linked" (**Psion-K**) command. This works in similar fashion to searching with the **Find** = "All" option.

9 Tagging Entries

You can define up to 16 different "tags", and apply one or more of them to individual records, to mark the records as belonging to a subset of the database, or as being of special interest. You can then search for entries which have a particular tag, or combination of tags, set. Tags may be of a permanent nature, e.g. partitioning your database into different categories, or temporary, e.g. to create lists of people you need to 'phone. Tag settings are saved (in the index file) between invocations of the program.

Use the "Define Tag" (**Psion-Shift-N**) to create a new tag. In the dialog specify the full name (up to 30 characters) and a "short code" (2 alphabetic characters) for the tag.

You can then apply this tag to the current entry (on the *Find* or *Show* screens) by typing the 2 character short code with the **Control** key down (similar to applying styles in Word). This actually has the effect of toggling the current tag setting, i.e. setting it if it is not already set, clearing it if it is set.

You can also set or clear tags using the "Set Tag" (**Psion-T**) command. In the dialog you can specify a particular tag, or "All" tags, and the operation to be performed (Setting, Clearing, or Toggling). You can perform the operation on just the current entry, all entries in the database, or all entries in the current found set (if a search has previously been performed).

To find entries with particular tag settings use the "Find Tags" (**Psion-Shift-F**) command. You can specify up to 3 different tags, and search for entries which have **all** those tags set, for entries which have **any** of those tags set, for entries which have **none** of those tags set, or for entries which have **not all** those tags set. The found entries are listed in the same way as entries found in a text search.

You can modify existing tag definitions, to change their full names and/or short codes, using the "Modify Tag" (**Psion-Shift-Y**) command. Entries which have the modified tag set will not have their tag settings altered, but will be displayed with the new tag name or short code.

You can delete tag definitions no longer required using the "Delete Tag" (**Psion-Shift-T**) command. Any entries having the deleted tag set will have this cleared.

10 Deleting Entries

An entry can be deleted using the "Delete" (**Psion-D**) command, or by typing the **Delete** key on the *Find* or *Show* screens. You are asked to confirm the deletion before the entry is removed from the database.

11 Linking Entries

This facility allows more than one entry to share the same common information. The sort of situation where this might be useful is where you have a couple who have the same address and home 'phone numbers, but different work 'phone numbers. Each individual can have their own separate entry, but the common address and home 'phone is only defined in one entry; the other entry refers to this 'parent' entry. If the couple should move then you only need to change the address in one place.

Another way of using linking is to set up a 'parent' entry for a Company, and have several linked entries for individuals in the Company.

You can create a new entry linked to an existing 'parent' entry using the "Add Linked Entry" (**Psion-L**) command. The 'parent' entry must be the current entry on the *Find* or *Show* screen. The *Add* screen will then be displayed, with the field contents derived from the 'parent' shown in grey. These values cannot be modified, but can be replaced by typing new contents.

You can link an existing entry to an existing 'parent' using the "Link" (**Psion-Shift-L**) command. First select the entry to be linked on the *Find* or *Show* screen and type **Psion-Shift-L**. Then select the required parent and type **Psion-Shift-L** again.

An entry can only be linked to a single 'parent', but a 'parent' entry can have any number of other entries linked to it.

When a linked entry is displayed on the *Show* screen then for any of its fields which are blank the contents of the field in the 'parent' entry are shown instead. You can suppress the showing of field contents derived from the 'parent' by entering a single space in the field.

When you update a linked entry, fields derived from the 'parent' are shown in grey and cannot be changed, only replaced.

You can remove a link from an entry with the "Remove Link" (**Psion-Shift-U**) command. You are asked to confirm the removal.

12 Counting Entries

The "Show Number" (**Psion-N**) command on the Entries menu displays briefly the total number of records in the database in the bottom right corner of the screen.

13 DTMF Dialling

You can dial the current entry on the *Find* or *Show* screen by typing **Dial (Psion-Help)**. This displays the *Dialling* screen which lists all the telephone numbers for that entry. Select the number you wish to dial using the **Up** and **Down** keys.

The **Tab** key dials the number exactly as shown. **Enter** prefixes the "dial out" code, e.g. to make an outside call via a switchboard. Type **c** to automatically prefix the account number and PIN for a BT charge card call (or similar). Type **d** to dial the number with the code and terminator for a special service (such as BT Star Services Call Diversion). Type **Escape** to quit from the *Dial* screen.

After any of these buttons are pressed there is a short delay; this allows you to position the loudspeaker correctly for successful dialling. You can dial further digits by pressing any of the **0** to **9** and *****, **#** keys while the *Dial* screen is displayed.

If a 'phone number entry contains non-diallable characters, then only the digits preceding the first such character will be dialled. E.g. if an entry contains "0123 456789 x321" then only **0123 456789** will actually be dialled. Spaces or hyphens may be used to separate parts of 'phone numbers.

This version of the program does **not** support international dialling. However numbers should be dialled correctly when making calls within the same country, even where the numbers have been entered in standard Psion international format, so long as any national prefix is included (e.g. 1 321 4567890 [USA]).

Note the **c** and **d** buttons will not be displayed or activated until you have set up an account number and PIN or service code; use the "Dialling Setup" (**Psion-Shift-D**) command to display the Dialling Setup Dialog. When setting up the Divert Code specify both the code prefix and the terminator, separated by a space. E.g. for Star Services "Divert on No Reply" you should set ***61* #**.

You can also set the code required to obtain an outside line. E.g. if you have to dial **9** and then wait for a second dial tone you should set **9**.

The other fields allow you to specify the duration of the tones, the pause between tones, and the length of a delay; units are $\frac{1}{32}$ s of a second. You can also set the volume of the tones; allowed values are 0 to 5, with 5 the quietest. (5 seems to give the most reliable results with most 'phones.)

14 Printing

This program does not support direct output to a printer attached to the Psion. However you can output to a file, either in plain text or rich text (RTF) formats. These can then be printed using the built-in **Word** application, or transferred to an external PC for printing. RTF files contain formatting instructions in addition to the text, which can be interpreted by compatible Word Processors (e.g. Microsoft Word).

The RTF output generated by this program for various layouts has been tested using Microsoft Word for Macintosh V4.0. This interprets all the formatting commands to produce 'correct' printout, except that page orientation commands (`\landscape` and `\portrait`) are ignored, and orientation has to be set manually within Word before printing. Some other Word Processors may not interpret the formatting commands fully and correctly; in particular I have seen reports that Word Perfect is not very good at interpreting RTF. Hence it is recommended that Word (if available) should be used to interpret and print RTF output

14.1 Defining Print Layouts

Before you can print you must define at least one layout, to specify which fields you wish to be printed, and how you want the page laid out. Use the "New Layout" (**Psion-Shift-W**) command to display the "Print Layout" dialog.

Each layout should be given a unique name, which you can type directly into the **Name** field. To change other values you must select the appropriate line of the dialog, using the **Up** and **Down** keys, and type **Tab** to enter the sub-dialog.

The **Page** sub-dialog allows you to specify the width and height of the paper (all dimensions are in inches) and the orientation (portrait or landscape). You can also specify the number of rows and columns on each page.

If **Rows** is 0 then page breaks are inserted automatically when there is not enough room for the next entry. If **Columns** is greater than 1 then entries are printed in 'snaking' columns. This option would be suitable for making a 'hard copy' listing of your entries.

If **Rows** is 1 then entries are printed one per page. This would be suitable for printing addresses onto envelopes.

If **Rows** is greater than 1 then entries are printed inside **Rows * Columns** equally sized and spaced 'cells' per page. This would be suitable for printing addresses onto sheets of labels.

You can also specify if the field labels and/or empty fields are printed.

In the **Margins** sub-dialog you can set the margins round the whole page and the position of each entry. **Horizontal offset** is the offset of the text from the left margin, column boundary, or cell boundary; field labels are always printed flush against the left margin. If **Rows** is 0 then **Vertical offset** sets the vertical spacing between entries, otherwise it sets the offset of each entry from the top margin or the top of the cell.

The **Font** sub-dialog allows you to specify the font name, size, and attributes. As well as the **Name** of the font (e.g. "Times" or "Helvetica") you need to specify the **Family** to which it belongs (e.g. "roman" or "swiss"). **Name** and **Family** can be any combination which the Word Processor on your PC can recognise; you can find out about available fonts by generating an RTF file from your PC's Word Processor and examining the entries in the **\fonttbl** section. The sub-dialog also enables you to set the font size and whether the field labels and/or main text are printed in bold and/or italic.

The **Fields** sub-dialog allows you to set which fields are printed. You can specify all fields, or up to 7 selected fields (in any order). If you select "Name OR Organisation" then either the designated "Name" field will be printed, or if this is empty the designated "Organisation" field.

Existing layouts can be changed using the "Modify Layout" command (**Psion-Shift-M**) or deleted using the "Delete Layout" command (**Psion-Shift-E**). You can create a new layout based on an existing one using the "Copy Layout" command (**Psion-Shift-C**).

14.2 Printing Entries

If you wish to output the print file directly to your PC then you must first connect and activate the serial link.

The "Print" (**Psion-P**) command brings up the Print dialog. This allows you to specify

- whether **All** entries in the database are printed, or selected **Individual** entries, or the **Found** subset (if you had previously performed a search);
- which layout to use;
- whether to generate a plain **Text** file or an **Rtf** file;
- the drive and specification for the **Destination** file;
- whether you are printing via a **Host** Apple **Mac** or IBM **PC**.

If you specified **All** or **Found** entries, then these are printed immediately you terminate the dialog with **Return**.

If you specified **Individual** entries then you must select each entry that you wish to print (on the *Find* screen) and use the "Print Entry" (**Psion-P**) command. When all required entries have been printed you terminate printing with the "Finish Printing" (**Psion-Shift-P**) command.

14.3 Setting Printer Defaults

You can set default values for

- the destination drive and directory for print files;
- the file format (Text or RTF);
- the host type (Mac or PC);

using the "Print Setup" (**Psion-Y**) command. Also in this dialog you can specify how to print the 'phone symbol which appears in some labels. You need to specify the name and family of an appropriate special symbol font which includes a 'phone symbol in its character set, and the equivalent character in a normal character set. E.g. on the Mac you can use font Zapf Dingbats (family nil), which prints a "%" character as a 'phone symbol.

Note that if you wish to specify a default directory on the PC then you must have the serial link activated when performing this dialog. If you subsequently attempt to print with the link disconnected then the Print dialog will not offer this remote drive and directory. However if you then print to a local drive on the Psion this will not supersede the default setting.

15 Editing Labels

You can modify the labels template by using the "Edit Labels" (**Psion-E**) command. The *Edit Labels* screen is then displayed. Keys operate as on the *Add* and *Update* screens. Use **Shift-Dial (Psion-Shift-Help)** to insert the 'phone symbol at the start of a label, to indicate that the field is diallable.

It is not advisable to add or remove labels in the middle of the template, as data in existing records will become misaligned with the labels. It is okay however to add new fields to the end of the template.

16 Upgrading

16.1 Converting from Address Book V1.0

If you have a database that was created using **Address Book** V1.0, then you must first convert the file before you can open it with **Address Book** V2.2, since the file formats are different.

Copy the file **CONVADBK.OPA** to **\APP** on the same drive as you installed the main application, and install it on the System screen. Select the database beneath the conversion program icon, and press **Enter**.

In the dialog box specify a new name for the database (no directory path or extension). The *Edit Labels* screen is then displayed, allowing you to customise the default template to your preferences. However if you delete or modify any of the label names then data in fields corresponding to these

labels will not be transferred into the new file. You can delete labels corresponding to fields you were not using in the original database, and add labels for new fields which will be initially blank. You can change the labels of any of the fields after conversion, using "Edit Labels" in the main application.

After pressing **Enter** (or **Escape** to use the default template), the program will convert your database, displaying progress in the bottom right corner of the screen.

Once all your databases have been converted you can remove CONVADBK.OPA from your disk.

16.2 Converting from Address Book V2.x

No conversion is necessary since the file formats are the same. However it is recommended that **Psion-T** is used to clear all tags in all entries, since it is possible that entries may have random tags set.

17 Problems and Troubleshooting

The most likely problems to be encountered are associated with running out of memory. This is most likely when attempting to display a new screen or dialog. The program is designed to trap such occurrences and either abandon what it was trying to do or exit gracefully.

If the program should exit in an uncontrolled way, or has to be killed off (because it appears to be locked up), then when it restarts it may display the message "Index file is obsolete". This is the result of a check it performs to see whether the database has been modified by another application, which would make it inconsistent with the index. If the database has not in fact been modified then it should be okay to continue.

If the program should start behaving erratically (e.g. listing entries in wrong order or missing out some entries) this may indicate corruption or inconsistency in the index file. In such cases it is best to exit, and delete the index file. Then when the database is reopened **Address Book** will rebuild the index.

I will be pleased to receive any queries or comments about this program. I can be contacted via

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Compuserve	100415,370
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'Phone	+44 1734 666185
Snail mail	19, St Edward's Rd. Reading Berkshire RG6 1NL England

Please 'phone outside working hours if possible, and not after 11pm UK time!

18 File Formats and Compatibility

By default **Address Book** files are created in \ADD directories, and have extension ".ADD", as in V1.0. Unlike V1.0, V2.2 uses a standard DBF format which should be compatible with the built-in **Database** and other applications. Hence these other applications should be able to read files created by **Address Book**.

However it is not recommended that other applications are used to modify or add to files being maintained by **Address Book**. The reason for this is that **Address Book** maintains information in a separate 'index' file, which it uses to list entries alphabetically. This 'index' file must be updated in step with changes to the main database file.

It appears that the built-in **Database** application automatically compresses a DBF file on exit, even if no changes were actually made to the file. Since this has the undesirable effect of making the file inconsistent with its index, **Address Book** sets the database file attributes to read-only on exit, in order to prevent this. However some other applications, e.g. **JBData**, will not open a read-only file. Thus before opening the file with such an application you must set the file attributes to "read-only" = "No", using **Psion-T** on the System screen.

If the database file is made inconsistent with the 'index' file, then it is possible to reconstruct the index, though this does take significant time. Also any links and tags which have been set up will be lost, since information about these is also held in the index file. No actual data is lost, and the links can be restored manually, i.e. using the **Psion-Shift-L** command.

The 'index' file has the same name as the main DBF file, but with extension ".IDX". It is normally created on the same drive as the DBF file, except where this is a flash SSD. In this case the index file is created on the internal drive.

19 Registration

I am making this program available as Shareware. There is no registration procedure; the software as distributed is fully operational. However if you find this program useful then I would ask you to send a donation (suggested £10 Sterling) to a charity I am closely involved with. **Reading Steiner School Project** (Registered Charity No. 297857) is developing education in the Reading area based on the work of the Austrian educationalist and philosopher Rudolf Steiner.

Please make cheques etc. payable to R.S.S.P., and send them to

Department ADBK
Alder Bridge School
Mill Lane
Padworth
Reading
England
RG7 4JU

Non-UK users might prefer to make a donation to a Steiner school in their home country; I can provide addresses on request.

Please do not send any technical queries etc. to the School!

Please do distribute this program freely, providing you do not make any charge (other than to cover reasonable costs of distribution) and you include these notes.

20 Future Developments

I have developed this program for my own use, so its facilities and operation very much reflect my own requirements. However there are a number of obvious ways it could be extended and developed, to make it more useful to a wider range of people. And many thanks for the useful suggestions I have received from those who tried out earlier versions.

Future plans include

- Full support for international dialling.
- Exporting and importing to/from text files and other DBF files. The mapping between fields in the files would be configurable, allowing exchange of data with databases that have a different record layout.
- Implementation of Link-Paste (the "Bring" command), to facilitate exchange of data with other Psion applications.

21 Thanks

To those who have made invaluable technical information available via CIX and CIS.

To all those who paid registrations for earlier versions, and provided encouragement and ideas for future development. Note that some of these ideas have not been implemented in this release, but are not being ignored, and will hopefully be implemented in later releases.