

Runway 1.2c

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Keyboard

Keys that Activate the File Menu and Button Commands and the Options Settings

Commands	Keys
File Menu and Buttons	
<u>Run</u>	Ctrl-R, Alt-F-R
<u>Add</u>	F2, Alt-F-A
<u>Remove</u>	F3, Alt-F-M
<u>Save</u>	Ctrl-S, Alt-F-S
<u>Associate</u>	Shift-F9
<u>Close</u>	Ctrl-C, Alt-F-C

Options Menu

Run App As... sub-menu

Normal	Shift-F1
Minimized	Shift-F2
Maximized	Shift-F3
Normal w/o Focus	Shift-F4
Maximized w/o Focus	Shift-F5

Action On Use... sub-menu

Close	Shift-F6
Minimize	Shift-F7
Remain	Shift-F8

Auto-Save On Close Ctrl-A, Alt-O-A

Help Menu

Help	F1, Alt-H-I
Help on Help	Alt-H-H
About	Alt-H-A

The **Enter** key can be used to launch an application, but **only** when the Run Line has the focus.

As with all Windows applications, the Tab key shifts focus from one object to the next in a specified order, but Runway is designed to keep the focus on the Run Line as much as possible. Most actions that produce a result (e.g. a Save, a Run, an Add, etc.) returns the focus to the Run Line, where the action is.

See Tips, Quirks, and Miscellanea for reasons why you should **avoid using Alt keys**.

The File Menu And Button Commands

Most File Menu Commands and the Command Buttons are redundant to allow for user preference.

Run

Add

Remove

Save

Associate

Close

The Options Menu

Set your Options the way you like them and make sure you save them, either manually with SAVE or by enabling Auto-Save On Close.

Run App As...

Action On Use

Auto-Save On Close

Entering and Running an Application

Basic Instructions

The Procedure:

1. Make sure the desired options are set in the Options Menu. The Status Line indicates the current settings.

2. Make sure the focus is on the Run Line (indicated by a blinking cursor). Use the Tab key or click on the Run Line with the mouse pointer if it doesn't already have the focus.

3(a). If you want to run a stored application from the User's Application List, open the list by clicking the Down arrow button on the right end of the Run Line and click on the desired application, OR open the list by pressing either the F4 key or by pressing the Alt and Down (a directional key) keys simultaneously, and then use the directional keys to scroll through the selections. Note that the currently hilited application in the list appears on the Run Line. Or for even easier access, simply pressing the Down directional key will pop the top item in the User's Application List onto the Run Line, and repeated pressing of the Down key will pop up the application immediately below the one on the Run Line. Accessing the User's Application List in this manner will NOT cause the list to drop down, however.

3(b). If you want to run an application not on the User's Application List, type in the valid filename for any Windows executable file. (Runway will run DOS applications too, but the use of PIF files is highly recommended. See your Windows manual for information on running DOS applications with PIF files.) If the application is not in a directory on your DOS path, you must enter a full path also.

4. With the desired application on the Run Line, run it by ONE of these methods:

- A. Click on the Run button.
- B. Click the File menu and then click Run.
- C. Press the Ctrl-R keys.
- D. Press the Alt-F-R keys.
- E. Press the ENTER key (be sure the Run Line has the focus first).

That's it! Your application should now be running as desired.

Adding and Removing and the User's Application List

Basic Instructions

The user may store up to **50** applications in a special User's Application List.

General Notes: Remember that additions and removals are **temporary until saved** via the Save Command or by the Auto-Save On Close option. Also, be aware that attempting an Add or a Remove when no application name is on the Run Line results in an error message.

To Add an Application:

1. Make sure that the Run Line has the focus and type in the executable filename of the application to be stored. If the application is not in a directory on your DOS path, you must type in a full path also.

2. Add the application by ONE of these methods:

- A. Click the Add button.
- B. Click the File Menu, then click Add.
- C. Press the F2 key.
- D. Press the Alt-F-A keys.

3. Voilà!

To Remove an Application:

1. Bring the desired application up onto the Run Line (see Entering and Running An Application for instructions on how to do this).

2. Remove the application by ONE of these methods:

- A. Click the Remove button.
- B. Click the File Menu, and click Remove.
- C. Press the F3 key.
- D. Press the Alt-F-M keys.

3. Voilà!

Closing

Closing Runway 1.2c

Runway may be closed in a variety of ways:

1. Clicking the Close button
2. Clicking the File Menu, then Close.
3. Pressing the Ctrl-C keys.
4. Pressing the Alt-F-C keys.
5. Choosing Close from the window Control Bar.
6. Using Windows Task Manager to "End Task."

DO NOT USE Task Manager (#6) to close Runway or ANY application written in Visual Basic! (See [Tips, Quirks, and Miscellanea](#) for details.)

The remaining methods (#1-5) will all close Runway in an efficient manner and allow Runway to prompt the user to save changes to the [User's Application List](#), if any were made, or to perform an [Auto-Save On Close](#), if that option is set to ON.

Tips, Quirks, And Miscellanea

For Your Information...

* FileBoy's Runway 1.2c is part of a suite of Windows applications (all written in Visual Basic). All applications in the FileBoy clan use the same initialization file, FILEBOY.INI, to store their start-up data, and each will automatically add it's data to that file without user intervention. FILEBOY.INI **must** be located in your Windows directory, however, or none of the FileBoy applications will be able to find it. (This may not be the case with future versions.)

* Tip: Always save additions and removals to the User's Application List manually as soon as you make them instead of depending on the Auto-Save On Close to do it for you. This will avoid the short delay (3-5 seconds) when Runway closes with the Auto-Save On Close option ON.

* Tip: The combination of "Run App As Minimized without Focus" and "Action On Use: Remain" is the best for setting up a number of applications in one go, but setting Runway's options to "Run App As: Normal" with "Action On Use: Minimize" is probably the most convenient and efficient for the majority of users.

* There are a couple of quirks to keep in mind concerning the "Run App As..." options in the Options Menu:

Minor Quirk: There is a bug in Visual Basic that causes a combo box (i.e. the Run Line/User's Application List) to ignore the first keystroke sent to it immediately **after** an Alt key has been pressed. For this reason, you should either use the mouse to manipulate Runway's commands or make use of the various shortcut keys, rather than access the commands by using the "Alt-?" type of menu access.

MAJOR QUIRK: About using the "End Task" in Windows Task Manager: DON'T DO IT! This is the result of a bug in either Visual Basic or Windows itself which, when a Visual Basic application is closed in this manner, results in the closing of the VB app WITHOUT removing it from memory. Hence, you could be looking at "Out of Memory" messages that could have been easily avoided.

Run

The RUN Command

Keyboard Access: Ctrl-R, Alt-F-R

Activating the Run File Menu item or Button will cause Runway to attempt to launch the application currently on the Run Line. If there is no application on the Run Line, an error message is generated.

The Run command attempts to launch an application according to the current settings in the "Run App As..." section in the Options Menu (see Tips, Quirks, and Miscellanea for exceptions) and causes Runway to react in the manner set in the "Action On Use..." section of the Options Menu.

In addition, this latest version of Runway supports the Extensions in your WIN.INI file, so you may simply enter a filename (e.g. WINWORD.DOC or FBRUNWAY.TXT...) and Runway will run the associated application and load a non-application file entered on the Runline. See "Associate" for details.

See Entering and Running an Application.

Add

The ADD Command

Keyboard Access: F2, Alt-F-A

The ADD File Menu item or Button will place the application currently on the Run Line into the User's Application List. Added applications are always placed at the bottom of the list.

Applications placed in the User's Application List are NOT saved when you close Runway UNLESS you have the Auto-Save On Close option enabled, or you perform a manual save with the Save command.

See The REMOVE Command
Adding and Removing and the User's Application List
Tips, Quirks, and Miscellanea

Remove

The REMOVE Command

Keyboard Access: F3, Alt-F-M

Use the REMOVE File Menu item or Button to delete an application from the User's Application List. The Remove command only operates on the application currently on the Run Line. Trying to delete an application on the Run Line which hasn't been previously added to the list with the ADD command will result in an error message.

Although the Remove command deletes both temporary and stored applications from the list, it does not make these changes permanent. To do so, you must either have the Auto-Save On Close enabled or perform a manual save with the Save command before closing Runway.

See Adding and Removing and the User's Application List Tips, Quirks, and Miscellanea

Save

The SAVE Command

Keyboard Access: Ctrl-S, Alt-F-S

Activating the SAVE File Menu item or Button causes Runway to store all current settings in the Options Menu AND the applications in the User's Application List to its initialization file, FILEBOY.INI. Anytime you perform an Add or a Remove, or make changes in the Options Menu items, your changes are temporary unless you perform a manual save with the Save command or unless you have the Auto-Save On Close option enabled.

See Adding and Removing and the User's Application List
Tips, Quirks, and Miscellanea

Close

The CLOSE Command

Keyboard Access: Ctrl-C, Alt-F-C

The Close File Menu item or Button causes Runway to shut down and unload itself from memory. If the Auto-Save On Close option in the Options Menu is enabled, all current settings in the Options Menu and all current applications in the User's Application List are stored in the FILEBOY.INI file at this time.

If the Auto-Save On Close option is not enabled and changes have been made to the User's Application List, the user will be prompted to Save or discard the changes. Only changes in the User's Application List are tracked in this manner. The user is responsible for remembering to save or discard changes made to the items in the Options Menu.

See Closing
Tips, Quirks, and Miscellanea

Auto-Save On Close

The "Auto-Save On Close" Option

The **Auto-Save On Close** option is a toggle: it is either ON or OFF. If it is ON, when Runway is closed by any method it will save the current option settings (including its own Auto-Save On Close setting: ON) and the current applications in the User's Application List into the FILEBOY.INI file (located in your Windows directory).

The current setting for Auto-Save On Close is indicated by a checkmark in the Options Menu and by the Status Line readout.

Note: if Auto-Save On Close has saved itself as ON, simply turning it OFF will not un-save it, and the next time you run Runway it will again be ON. To remove the ON setting, you must perform a manual Save while Auto-Save On Close is turned OFF.

Run App As...

The "Run App As..." Options

Run App As...

The "Run App As..." menu item contains a sub-menu of five options which determine how the selected application will run. The options are mutually exclusive: selecting one deselects the others. The current selection is indicated by a checkmark in the "Run App As..." sub-menu and by the Status Line readout. The options are as follows:

Run App As **Normal**
Keyboard: Shift-F1

This option causes the selected application to run in the normal manner--neither Minimized or Maximized--and gives it the focus in Windows.

Run App As **Minimized**
Keyboard: Shift-F2

This option loads the selected application as an icon at the bottom of the desktop and gives it the focus in Windows.

Run App As **Maximized**
Keyboard: Shift-F3

This option runs the selected application "full screen," obscuring the entire desktop. The application receives the focus in Windows by default.

Run App As **Normal without Focus**
Keyboard: Shift-F4

This option is similar to the Run App As Normal option above, only the selected application does not have the focus (i.e. is inactive).

Run App As **Minimized without Focus**
Keyboard: Shift-F5

This option is similar to the Run App As Minimized option above, only the icon does not have the focus in Windows. This is perhaps the most useful of these options if you want to activate several applications one after the other.

Action On Use

The "Action On Use..." Options

Action On Use...

The "Action On Use..." menu item contains a sub-menu of options which determine how Runway will react at the time an application is run. These options are mutually exclusive: selecting one deselects the others. The current selection is indicated by a checkmark in the "Action On Use..." sub-menu and by the Status Line readout. The options are as follows:

Action On Use: **Close**
Keyboard: Shift-F6

Setting this option causes Runway to close itself and unload from memory at the time that the selected application is run.

Action On Use: **Minimize**
Keyboard: Shift-F7

Setting this option forces Runway to the bottom of the desktop as an icon when the selected application is run, thereby allowing easy access if you want to run other applications.

Action On Use: **Remain**
Keyboard: Shift-F8

When this option is selected, Runway takes no action after running an application and remains on the desktop just as it was before. Whether or not Runway is visible or keeps the focus in Windows depends on the "Run App As..." option settings.

FileBoy's Runway 1.2c

What's at the Heart of Things.

FileBoy's Runway 1.2c is both easily configured and simple to operate. It is only necessary to be aware of the six basic elements that compose Runway:

File Menu and Button Commands:

All immediate actions are initiated by these commands, which are identical as items in the File Menu and as Buttons on the Runway interface (with the exception of Associate. See below). All of them have Keyboard Shortcut Keys associated with them, so you may use whichever means is most comfortable for you.

Options Menu Settings:

These define the way Runway does everything from start-up to close, and are stored in the initialization file, FILEBOY.INI, in your Windows directory. If this file does not exist, it will be created by Runway.

The Run Line:

This is the long white input line that crosses the Runway interface. It is similar to the DOS command line in that it is where the user enters the paths and filenames of the applications he/she runs. And Runway now supports the Extensions in your WIN.INI file, so that entering a filename (of a document, for instance) that has an extension associated with an application in your WIN.INI and then issuing the Run command will run the associated application and load the file entered on the Runline. (See Associate below.)

The User's Application List:

This is a list (actually, a menu that drops down from the Run Line) where the user can store up to 25 of his/her favorite and most-used applications for even quicker access. Both applications and files with associated extensions may be stored.

The Status Line:

At the bottom edge of the Runway interface there is a Status Line that constantly keeps the user informed as to the current settings in the Options Menu: "Run App As..."; "Action On Use..."; and "Auto-Save On Close."

Associate:

In order to facilitate the use of associated applications and extensions, Runway now includes a basic association editor which can view or alter the Extensions section of your WIN.INI file. Associate is accessed via the File Menu above.

Associate

New in Version 1.2c: Associations!

Keyboard Access: Shift-F9

Runway now supports the associations in your WIN.INI file. You may load a file into an application and run the application just like you would run a simple application.

To facilitate the use of your WIN.INI associations, Runway now includes Associate. Its operation is simple and fairly self-explanatory, but here are the key points to remember:

1. Access Associate via the drop-down File Menu or by pressing the accellerator key combination Shift-F9.
2. Enter a file extension in the "Extension" box for Associate to use. Enter may enter the extension only; the Extension box will not accept the "period" separator.
- 3a. Clicking the View button (or pressing Alt-V) will report on the current status of that extension in your WIN.INI file. If an associated program exists, it will be displayed in the "Associate With" box; if none exists, the box will inform you of this.
- 3b. Enter a program (with drive and path if the application is not in a directory on your AUTOEXEC.BAT's DOS path) in the Associate With box and click the "Associate" button (or press the Alt-O accellerator keys). This will save the association in your WIN.INI file. (Enter a [drivepath] application name just as if it were a regular DOS command line. All valid DOS directory and filename characters are accepted. DO NOT include the extension of the file type you wish to associate the application with as you could do on Runway's Runline.)

NOTE: Associate will also REMOVE lines from your WIN.INI Extensions section. Putting an extension (one that already exists in WIN.INI) in the Extensions box, not putting anything in the Associate With box, and then clicking on Associate will delete that extension's entire entry from WIN.INI.

See: The RUN Command

