

# **Filer 3.0**

**FreeWare from OsoSoft  
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## **INTRODUCTION**

There are lots of File Finder utilities available for *Windows* 3.1 but most of them do just that--find files. *Filer* is a bit different; it finds files, but does a lot more too. Here's what you can do with this program:

1. Locate any file on any hard disk drive or partition, or CD-ROM drive, using normal DOS wildcards.
2. Search the current drive or all hard drives and partitions.
3. Display just the files found, or the files along with the complete directory structure of the disk(s).
4. Display just the tree structure of your drive or drives.
5. Print a formatted copy of your search results on any *Windows*-compatible printer. You can then print a list showing the directory structure of your disk(s) for future reference.
6. Examine files found by *Filer*. If they are BMP, WMF, RLE, PCX, GIF or ICO files, you'll see the image itself on the screen. All other files display as text characters.
7. Delete a single file, or the complete list of files found by *Filer*. A confirmation box prevents costly errors.
8. Remove individual files from any list of files found by *Filer*. Use this feature when deleting files, to remove files you want to save from the list.
9. Copy files to new directories.
10. Move files to new directories, deleting old files after checking the validity of the new copy.

## **NEW FEATURES IN VERSION 3.0**

*Filer* has gone through a major upgrade since Version 1.5. Here's a list of it's new features:

1. You can now search for text within the files found by *Filer*. This lets you find the exact file you wish to see, based on its contents. The text search allows up to four search strings, which can be linked with AND/OR Boolean options. If you choose AND, you can search either for linked text in the same paragraph, or in the entire file. Searching is as fast as possible.
2. You can now launch files you find in either the File Search or Text Search windows. You can run an .EXE, .BAT, .COM, or .PIF file to start that application, whether it's a DOS or *Windows* application. Better yet, you can launch a data file, starting it up in the application which created it.
3. You can set customized associations for data files. Normally, *Filer* uses the associations you've specified in *Windows*. It reads the WIN.INI file and parses the associations, then uses that data to launch file. However, you can set up to 36 customized associations for use in launches. *Filer* always uses your custom associations rather than the default *Windows* associations if it finds them.
4. *Filer* now plays .WAV files through your sound card or with the SPEAKER.DRV driver, if you have either installed. Just click the Execute button, or the Speaker icon while a .WAV file is selected. NOTE: This program plays sound files synchronously, which means that you can't do anything else while the file is loading or playing.

5. You can set options to either edit or run .BAT or .PIF files. That way, you can choose to edit a batch file or PIF file rather than run the file. Check the options menu.
6. If you choose to delete an entire list of files, *Filer* now prompts you twice to make absolutely certain you want to do this.
7. *Filer* now keeps you informed of the state of your search at all times, showing you the directories or files currently being searched.
8. When viewing a picture file, you can now use the [Zoom] button to view images too large to display in the sample window.
9. You can now copy and move files from within *Filer*.

## LICENSE INFORMATION

*Filer* is FreeWare. There is no registration fee for use by anyone for this program. However, you may not sell the program or use it as part of any other program or package without express written permission. Shareware distributors and BBSes, however, can distribute the program using their normal fee structure. If you distribute *Filer*, you must include the files, FILER.EXE and FILER.WRI.

*Filer* and its documentation are protected under U.S. and foreign copyright laws. All rights are reserved.

The author of this program has made every effort to make it error-free. However, he takes no responsibility for its use by others.

For information on other OsoSoft programs, please see the end of this documentation.

## INSTALLATION

*Filer* was written in *Visual Basic 2.0*, so you need the VBRUN200.DLL library to use the program. If you don't already have a copy, you can download VBRUN200.ZIP from the OsoSoft BBS at (805) 528-3753. You'll also need QPRO200.DLL and CSPICTUR.VBX, which are included in this ZIP file.

Here's the installation process.

1. Copy VBRUN200.DLL, QPRO200.DLL, and CSPICTUR.VBX to your WINDOWS\SYSTEM directory.
2. Copy FILER.EXE into its own directory or to any other directory you want to use. It's recommended that you give *Filer* its own directory, since it looks for its files in that directory.
3. Start *Windows*, then use the File/New menu in the program manager to add the *Filer* icon to your desktop. If you don't understand how to do this, consult your *Windows* manual. NOTE: If you use another program, such as *Norton Desktop for Windows*, as a program manager, you'll need to consult that program's documentation for instructions on adding a new program.
4. Once the *Filer* icon is on your desktop, don't forget to check the Save Changes box when you exit *Windows*.

## RUNNING FILER

To start *Filer*, double-click on its icon.

## **Finding Files with *Filer***

You'll see the *Filer* interface on your screen. In the upper left of the screen is a text box for entering your search specification. Just click inside the box and type your own search to replace the \*.\* default entry. Use any normal DOS wildcard criteria for your pattern. You can search for a single file by name or for any group of files meeting your search criterion. NOTE: Enter only filenames here, without any path information.

If you want to search only a single drive, select that drive in the drive list before starting the search. Now, click the [Search Current Drive] button or the [Search All Drives] button to begin your search. If you wish to cancel a search, click the [Cancel Search] button while the search is in progress.

*Filer* will look for matching files, giving you a count of those it finds as it goes. Once the search is done, a list box will appear containing all the matching files. Above the list box, you'll find a count showing the number of files found. You can use the scroll bar to view more files. If you want to change drives, just use the drive selection list box.

If there are already filenames in the file list box when you start a new search, *Filer* will ask if you want to clear the list. If you answer [Yes], you'll start a new search from scratch. If you answer [No] all new files found will be added to the current list. In this way, you can search for additional file specifications without losing files you've already found.

Note: *Filer* always returns to its home drive and directory following a search.

## **Viewing Files with *Filer***

Once you have a list, you can view individual files. Just double click on a filename. You'll see the first 1024 characters of the file in the text box to the right. If you're viewing a binary file, such as an .EXE file, some characters will appear as + characters. These are unprintable characters. Text files will appear normally, wrapped to fit inside the text box.

If you've chosen a graphic with the extensions .WMF, .RLE, .ICO, .PCX, .GIF or .BMP, you'll see the image contained in the file. If the image is too large to display completely, you'll see the upper left corner. To view the complete image, or as much as will fit on your entire screen, click the [Zoom] button. To return to the *Filer* window, click the [Return] menu item on the Zoom display.

If you've clicked on one of the graphic files described above, or a .WAV sound file, you'll see an icon in the upper right corner of the screen. You can click this icon to view the picture, or to hear the .WAV file if you have sound capabilities.

## **Manipulating Files in the List Box**

You can clear selected files from the List box. To do this, select the files using normal Windows list selection tools. Then click the [Remove Selected] button. The files you selected will disappear from the list. Note: the [Remove Selected] button does not delete files from your disk...it only removes them from the list.

You can also remove all files from the list with the [Remove All] button. Again, the files will remain on your hard disk.

NOTE: When you start a new search while files still show in the list box, you'll be asked if you

want to clear the box before the search proceeds. If you answer [Yes] the box will clear. If you answer [No] your new search will be added to the current list.

### **Deleting Files**

You can also delete files from the disk itself. Start by selecting a file or files, then click the [Delete Selected] button. Two confirmation boxes will appear, and if you click [Yes] on both, you'll delete the selected files from the disk.

The [Delete All] button does just that...it deletes all the files in the list box from your disk(s). You'll be asked to confirm this command twice before the files are deleted.

**CAUTION:** Make sure you really want to delete a file or all files before clicking [Yes] in the confirmation box! Once you've deleted the files, you will be able to get them back only with an Undelete utility!

### **Copying Files**

Filer now lets you copy files from one location to another. First, select the files you want to copy in the list box, then press the [Copy Selected] button. You'll be asked for a destination directory. Type this information, including drive and path information if necessary, then click [OK]. If you click [Cancel], no files will be copied.

### **Moving Files**

You can also move files from one directory to another. *Filer* will delete the original file after confirming the copy. As with all commands, select the files you want to move, then press the [Move Selected] button. You'll be asked for a destination directory. Type this information, including drive and path information if necessary, then click [OK]. If you click [Cancel], no files will be copied.

### **Your Directory Tree**

By default, *Filer* shows only the files found during the search. However, you can modify this process. Two check boxes appear just above the list box. If you check the [Show Directories Only] check box, *Filer* will ignore your search specifications and list your drive(s) directory structure instead. This is a very useful tool. Printing a list of your computer's directory structure can help you find directories later.

In addition, the [Don't List Directories] check box, which is normally checked, can be disabled. If you do this, *Filer* will find the files, but will also list all your directories as well.

### **Printing Lists**

*Filer's* [Print] button will send whatever's in the list box to your printer. Printouts have a 1-inch left margin, but top and bottom margins are whatever your printer supports as its default.

### **Errors**

*Filer* handles most errors you'll encounter. However, if you try to search all your drives for all files, using the \*.\* search criteria, you'll overload the list box's capacity. *Filer* will tell you about this and suggest that you limit your search. Normally, the program can handle over 2500 files, so this shouldn't be a big problem for most users.

*Filer* attempts to display all graphics files in the formats supported. However, a defective graphic file in any format may cause a crash, including a General Protection Fault (GPF). If this occurs, go ahead and exit the program in the GPF dialog box. You can then restart *Filer*. If this occurs, it's a good idea to delete the offending file from your hard disk.

### Executing or Editing a File

Below the *Filer* list window is a large button, marked [Execute or Edit Selected File]. With a file highlighted in the file list window, click this button. If the file is an .EXE or .COM file, you'll run that program. **NOTE: Not all files with these extensions are standalone programs. Be sure the program you try to execute will run properly before pressing this button.**

If the file is a .PIF or .BAT file, this button will either run the file, or load it into an appropriate editor, depending on the setting for that file type in the Options menu. The default settings are to edit .BAT files and to run PIF files. Use the option menu to change the settings if you want to do something else.

If you run a DOS program from within *Filer*, it will run but, if the program executes, then normally returns to the DOS prompt, you'll return to *Filer* instead.

If your file is a .WAV file and you have a sound board or a speaker driver installed, *Filer* will play the sound file. You can also play a .WAV file by clicking the speaker icon that appears when you click on a .WAV file. While the sound plays, you will not be able to do anything else until it finishes.

NOTE: Some .WAV files, especially those on CD-ROM drives can be several megabytes in size. These files take some time to load. Please be patient.

For all other files, if you have an association for that file type in your WIN.INI file, *Filer* will load the appropriate program, with your selected file loaded into the program for editing.

### Custom Associations

Not all file types have associations set up in *Windows*. This is especially true with files created by non-*Windows* programs. For this reason, *Filer* lets you set up custom associations. To do this, select the Options menu, then click on the Custom Associations entry. You'll see a new window.

Type an file extension you want to associate with a program in the first field. Type the extension completely, including the period character, as in **.LST**

In the next field, type the complete file specification of the program you want to use to edit this file type. Include the drive designation, the entire path and the complete filename, The entry should look like:

**C:\UTIL\LIST.EXE**

Naturally, you'll substitute your own information.

If you like, click the [Test] button to load the program and make sure you have it right.

When you're satisfied, click the [Replace] button to add the association to the list. If you want to add another association, click the [View Next] button and create another association. You can use the [View Next] and [View Previous] buttons to step through the list. Just remember to click the [Replace Button] after adding or editing an association.

To make these associations permanent, click the [Save] button. *Filer* will save the associations

you create, loading them each time the program starts. To use the associations only in the current session, and to return to the main *Filer* window, click the [Return] button.

NOTE: If you create associations for file extensions which also have a *Windows* association, your custom association takes precedence when you click the [Execute or Edit Selected File] button. You can use this feature to create special associations you'll use only with *Filer*.

## SEARCHING FOR TEXT IN FILES

*Filer* has another very important feature. It can find files which include any text you specify. This lets you locate any file on your hard disk by looking for internal data. This search routine works in all files, including binary files. Here's what you do:

Start by doing a normal file search in the File Search window. For example, if you know that your file will have the extension .DOC, but don't know what drive it's on, use that extension, then use the [Search All Drives] button to locate all the .DOC files. For other searches, use whatever search method works best to get a list of files which might contain the text you want.

**NOTE:** You can search for text in *ANY* type of file, including binary files.

Once *Filer* has found the target files and displays them in its file list, click the [Text Search] button. You'll see a new window.

### Specifying Search Text

In this window, you can specify up to 4 search strings. Just type them in in the fields provided. Press <Enter> or <Tab> to move between fields. Since searches are done precisely for the text you specify, make certain that you type what you want to find. A single word per field makes the most sense.

After entering text, select the search options. Check either the [AND] or [OR] option, depending on whether you want to search for files which contain text in *all* the fields or *any* of the fields. The default is **AND**.

By default, *Filer* pays no attention to capitalization. If you want to search for text exactly as it is in the fields, in a case-sensitive way, check the [Case Sensitive] box.

If you've selected AND as your Boolean criterion, check the appropriate box to search for the combination of text in all fields [Within Paragraph] or in [Entire File]. Use the [Within Paragraph] option to find words which are close to each other.

### Performing the Search

To start the search, click the [Search] button. *Filer* will search through all the files in the list selected in the File Search window. You'll see which file is being searched at all times. When a file is found which contains the text strings, it will appear in the list. To cancel a search in progress, click the [Cancel Search] button with the hourglass cursor.

Once the search is complete, you'll have a list of all files containing your search text. You can select any of these files, then use the [Execute or Edit Selected File] button as in the file search window. All custom associations operate here as well.

To conduct a new search in the same list of files, press the [New Search] button. This clears the list. If you want to search again, but not clear the list, simply enter new search text, then use the [Search] button. Additional files will be added to those already found.

To return to the File Search window, click the [Return] button. Your list of found files remains intact, allowing you to conduct a new file search, then continue your text search with another list of files. You can repeat this process as often as you like. The file list will grow until you click the [New Search] button.

### **Printing a List**

As in the File Search window, you can print the list of files found in a text search by clicking the [Print] button. This list will contain full information on your search, including search text, and search criteria.

OsoSoft hopes you will enjoy using *Filer* and that it will prove helpful in your computing. If you like *Filer*, you'll certainly want to try some of the other OsoSoft programs for DOS and *Windows* listed below.

### **OTHER PROGRAMS**

OsoSoft offers a number of other Shareware Products you may find of interest. These are listed below. You can find the latest versions of these programs on Compuserve, in various forums. To find all my files, use Compuserve's IBM File Finder, searching for my CIS ID: 71571,222.

You can also download these programs from The OsoSoft BBS at (805) 528-3753. Anyone may log on to this system and download files immediately. Just follow the screen prompts. The OsoSoft BBS supports modem speeds from 300 to 14400 bps. Set your communications parameters to 8/N/1.

#### ***BurnIn 4.5***

This program, which runs under MS-DOS 3.3 or later, is a complete system exerciser. By running *BurnIn*, you can thoroughly test every part of your PC in a continuous series of tests. I recommend running *BurnIn* for 48 hours on all new systems. If there's an intermittent problem, *BurnIn* will find it. This program is used by many systems houses and clone builders for product testing. It has been reviewed in a number of publications and has proven trouble-free and useful. Registration is just \$15.

#### ***MicroText 4.5***

If you use shareware, you know how much paper you use printing out the doc files. *MicroText* lets you crunch your docs, printing the equivalent of 4 pages on every sheet of paper. It also removes excess white space for even more savings. It works with HP LaserJets and most dot-matrix printers, and offers customized settings and even a page preview feature. It has been called "The best way to print shareware documentation," by one reviewer. Registration is only \$15. You need MS-DOS 3.3, and a supported printer. Does not support *PostScript* printers.

#### ***Fonter 6.0***

A *Windows* 3.x program, *Fonter* lets you view all your *Windows* fonts and print lists in various ways. You can print a list of all your fonts, complete with samples, or print character set charts for any font. Finally, you can print a complete book of all your fonts. *Fonter* lets you cut and paste special characters to other *Windows* applications as well. It supports *Adobe Type Manager* and *TrueType*, but does not work with *SuperPrint*. If you do complex word processing or desktop publishing in *Windows*, this program is a must.

*Fonter* requires *Windows* 3.1, 2 MB RAM, hard disk, a fully-supported *Windows* printer and VGA or better graphics.

*PC Computing* magazine called *Fonter* one of "The 15 Best Low-Cost *Windows* Utilities" in their January, 1992 issue. Registration is just \$20.

### ***MultiLabel 3.0***

*MultiLabel* does just one job, but does it extremely well. If you need to print whole sheets of labels, all with the same text, then *MultiLabel* is your answer. Your labels can include text in any *Windows* font, .BMP or .PCX clip art, lines, boxes and circles, and even serial numbers. *MultiLabel* supports all standard Avery Laser Label formats, and lets you use any text alignment you like for your labels. Print return address labels, diskette labels, product labels, or just about any other kind of label you can imagine. You can even customize the label size for other sheet labels. The program also has a fully-integrated database for customized labels.

*MultiLabel* requires a graphics capable printer, *Windows* 3.1, VGA or better graphics, and a mouse.

### ***Rockford! 3.0***

Need some business cards? *Rockford!* is the tool for you. This *Windows* 3.1 program makes designing business cards a snap. You can create horizontal or vertical card designs, using all your *Windows* fonts. Options include 5 different border types, graphics drawing tools, and direct import of clip art images into your card. All elements can be sized and moved to suit your artistic eye. *Rockford!* offers custom text placement, plus sizing and scaling of all graphical elements.

You can print your cards on any graphics-capable printer in one of two ways. First, you can print sheets of ready-to-cut cards on heavy card stock, then cut them out for instant business cards. *Rockford!* can also print on pre-scored card stock from Paper Direct, a mail order paper supply company. Another option, preferred by some printers, lets you print blocks of four cards at once. Or you can print a card in 200% magnification to take to a print shop for 600 DPI resolution. Either way, crop marks make the trimming job easy.

*Rockford!* is not only useful, it's fun to use! A simple, button-driven interface speeds your work. Use it to create comic cards and membership cards as well as normal business cards. The \$20 registered version comes with lots of clip art, and there's even a \$30 professional version which has an even larger clip art library, and comes with a full, printed manual and special features for customer sign-offs and advertising.

Requires *Windows* 3.1, a graphics capable printer, VGA or better, plus 2 MB RAM

### ***WinClip BMP 3.0***

If you use .BMP or .PCX files as clip art, this program is an absolute must. It displays your .BMP and .PCX files on screen, and prints catalog sheets of your images, complete with path information to help you find a particular image quickly. Print one or an entire disk full of images on any graphics capable printer. The program costs just \$20.

Requires *Windows* 3.x, an HP Laserjet-compatible printer and VGA or better graphics.

### ***Other Programs***

OsoSoft also publishes a number of free programs, like *Filer*, which you're welcome to try and

use at no charge. You can find all OsoSoft programs on the OsoSoft BBS. Set your communications parameters to 300-14400 bps, 8 bits, No parity, and 1 stop bit. You can download any OsoSoft program on the first call. You can also find OsoSoft programs on CompuServe in the WINADV and IBMHW forums. Many shareware distributors also carry OsoSoft programs.

All OsoSoft programs come with a 100%, unlimited money-back guarantee. If you're ever not satisfied, your registration fee will be refunded. Registered users receive printed documentation, the latest version of the program, and are entitled to free support by telephone, FAX, BBS, and on CompuServe E-mail. If you see an OsoSoft program that sounds useful, try it out or just order a copy. You're protected by the money-back guarantee.

All checks must be made out to OsoSoft, and drawn on a U.S. Bank in U.S. Funds. Canadian users may send Canadian Postal Money Orders in U.S. Dollar amounts. Postage and any sales tax fees are included in the price of the program. If you'd rather use a credit card, you can order from Public (software) Library at (800) 242-4775 (ORDERS ONLY). A \$4.00 shipping and handling fee will be added for each program on credit card orders. You can also register or order on CompuServe (GO SWREG).

**ORDER BLANK**

**OsoSoft**  
**1472 Sixth Street**  
**Los Osos, CA 93402**

Please send me the following programs:

PROGRAM	PRICE
_____ <i>BurnIn</i> 4.5	\$15.00
_____ <i>MicroText</i> 4.5	15.00
_____ <i>Fonter</i> 6.0	20.00
_____ <i>MultiLabel</i> 3.0	20.00
_____ <i>Rockford!</i> 3.0	20.00
_____ <i>Rockford!</i> Pro	30.00
_____ <i>Winclip BMP</i> 3.0	20.00

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**TOTAL:** \_\_\_\_\_

*I'm enclosing a check or money order, drawn on a US bank, for the programs checked above.*

**NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_  
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[ ] 5.25" Disks [ ] 3.5" Disks