

# Salvation™

## The Windows™ Management System

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## File Menu

The File Menu contains various options that allow you to specify how Salvation handles files that are selected in the main scroll list. Normally, the "Auto Mode" setting is all you need. This mode allows Salvation to decide what to do with a selected file. This includes displaying graphics files, Text Editing text files, running application files, etc. If you want more control over how files will be acted upon, you can choose one of the other operating modes. You can always tell which mode you're in by either looking at the Salvation Title bar or the text located in the Default Button to the right of the scroll list.


 **Auto Mode** Auto Mode is the default setting that is always selected when you start Windows. In this mode, Salvation determines what to do with a selected file based on its extension. Most users will leave Salvation in Auto Mode all the time. If Salvation cannot determine what to do with the file, it follows the instructions set in the Auto Mode Default dialog.

 **Launch Mode** In this mode, Salvation will run or launch any file selected. If the Show All Checkbox is set, files that are not applications (cannot be launched) will be shown in "dimmed" or grey text in the main scroll list.


 **File Info** Selecting a file for Info displays detailed information about the files' attributes. You then have the option of making changes to the file. You should fully understand what file attributes do before arbitrarily changing them.


 **Rename Mode** Allows you to rename a file or folder. Once selected, the filename appears highlighted (a period (.) character is used to separate the file's name from its extension). Enter the new filename then press the Enter key, or click the Rename button. If you want to cancel with no changes, depress the ESC key.

In order to select a Folder for renaming, hold down the ALT key while selecting it. This tells Salvation you want to perform the action on the Folder rather than opening it.

 **Delete Mode** This mode allows you to delete one or more files. To warn you while you're in this mode, all of the text in the main scroll list is shown in a red. Select one or more files and/or folders to delete them.

If you choose a folder for deletion, all of the files within that folder as well as the folder itself will be deleted. This holds true for any additional folders found within the folder. This powerful (and dangerous) mode should be used with great caution.

 **View Graphics** Allows you to display a selected graphics file. A copy of the graphic is transferred to the Windows Clipboard. You can then "paste" the graphic into any Windows application that supports Clipboard graphics.

 **Text Mode** When in Text Mode, allows you to edit a text file. When a file is selected in the scroll list, the Text Editor window is displayed with the contents of the file. You can make changes, save under a different filename, copy selected text to the clipboard, etc. (visit the Text Editor Help menu for complete details on how to use the Text editor).

The Text Editor Menu also contains 5 other sub-menu's. The New Document selection will open an empty Text Editor window for use in creating a new file. The AUTOEXEC.BAT, CONFIG.SYS, WIN.INI, and SYSTEM.INI selections will open the text editor with one of these commonly accessed documents.

Do not make changes to AUTOEXEC.BAT, CONFIG.SYS, WIN.INI, or SYSTEM.INI unless you fully understand the impact of the change. Doing so can cause the system to fail on boot during the next power-on sequence. Also, most Windows applications (including Salvation) will not respond to WIN.INI changes until Windows is restarted.
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In addition to the operating mode selections, the File Menu provides a few other functions:

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|---------------|--|
| Printer Setup | Allows the selection of a printer for Salvation printing operations. By default, Salvation will use the printer selected in the Control Panel. If you want to specify a different printer, use this menu item. Any changes you make will not affect the control panel setting or other applications. |
| Print         | Prints a copy of the folder or directory contents currently being displayed in the scroll list. The printed copy contains all the details concerning each file, regardless of the current size or viewing portion of the <u>main scroll list</u> .   |
| ShutDown      | Terminates your Windows session and returns you to DOS.  |

## Edit Menu

The Edit Menu is used to manipulate buttons. Before you can use the Edit Menu, you need to program some buttons using the Button Programming dialog. Once programmed, buttons can be transferred to clipboard, copied, moved, deleted, or transferred to other button pages.

Buttons are selected for editing by double-clicking a button's Title area. The button will then highlight to show that it is selected. Edit functions may then be used, which affect only the selected button. To move or copy a button to a different page, highlight the button, select Copy or Cut from the Edit Menu item, then change to the desired page. Now highlight the destination button on the new page and select Paste.

To move buttons around on the same page, you can use the Edit Menu or this faster method: Click and hold the left mouse button down on the Title area. Drag the mouse (and the attached outline of the button) over the new location and release the mouse. The two buttons on the page will be exchanged.

The Edit Menu functions perform the following:

Undo	Cancels the last Cut, Paste, or Clear operation. Restores the edited button to its previous state.
Cut	Transfers the data of the selected button to the clipboard, and clears the button. In other words, performs both a Copy and a Clear in one step.
Copy	Puts a copy of the selected button on the clipboard.
Paste	Copies the contents of the clipboard to the selected button. The clipboard contents remain intact, so that subsequent Paste operations can be used to make additional copies of the button.
Clear	Clears or erases a button. The contents of the button are not transferred to the clipboard.

You cannot transfer button data on the clipboard to other applications. Button data is in a special format recognized only by Salvation.
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## Utilities

The Utilities Menu provides high-level functions for file, disk, and button maintenance. Each major Utility is covered in more detail in its own section by choosing File Utilities, Disk Utilities, Find File, or Programming Buttons. As an overview, the Utilities Menu provides the following functions:


<a href="#">File Utilities</a>	Displays the File Utilities window, providing various functions used to manipulate files on disk.
<a href="#">Disk Utilities</a>	Displays the Disk Utilities window, providing format, erase, duplicate, and verify routines for floppy disks.
<a href="#">Find File</a>	Displays the Find File window, providing a way to search disks for specific files or file sets. Once found, you can launch, delete, or perform other operations on files. Enter specific Wild Cards to specify how you want the search to proceed. Select a disk, then click the START button. If you want to cancel the search prematurely, press the escape key.
<a href="#">Recover Deleted Files</a>	Displays a dialog and allows for the recovery of deleted files. Only files deleted within Salvation and with the <u>Deferred Delete</u> option enabled can be recovered. You can individually recover files by highlighting them and clicking the RECOVER button (or double-click the selection). RECOVER ALL will select all the deleted files and recover them. Alternatively, clicking DELETE, or DELETE ALL, will permanently delete the files from the disk. Once a file is permanently deleted, it can no longer be recovered.
<a href="#">Program a Button</a>	Displays the <u>Programming Buttons</u> window, which is used to customize a button to launch a specific program or file.
<a href="#">Edit Button Pages</a>	Displays a dialog that allows manipulation of entire <u>Button Pages</u> . You can Add, Delete, Move, Copy or Swap button pages by clicking on the appropriate button. Use Swap to re-arrange the page ordering to place your most frequently used button pages at the top of the list.


## Scroll List Functions


The Scroll List Menu items are options that are specifically related to the way files are displayed and handled in the Main Scroll List. These options perform the following:

### Full Size/Normal Size

This option stretches or shrinks the main scroll list to show extended information about each file. Once expanded, selecting the menu again will shrink the list back to normal size. You may also click and hold down the mouse button on the left side of the scroll list and drag the list to any size desired. The menu name of this function changes between FULL and NORMAL when the scroll list is resized.

 **File Sort** This menu item contains five sub-menus that will change the sorting order of files in the list. You can sort files by name, extension, ascending size, ascending date, or attributes. Note that this selection only changes the way files are viewed, and does not physically rearrange files on the disk.


 **Folder Sort** This option allows you to separate the viewing order of folders and files in the list. The Normal selection displays all files/folders alphabetically by name. The Top of The List selection groups and sorts all folders alphabetically first, followed by files. Note that this selection only changes the way folders are viewed, and does not physically rearrange folders on the disk.

 **Specify Wild Cards** Allows you to enter Wild Cards to limit or screen the types of files displayed in the main scroll list. The Wild Card Dialog is shown, where you can enter your screen parameters. The Reset button resets all fields, while the Inverse checkbox shows you the inverse of your screen. That is, all files EXCEPT those that match the Wild Card parameters. As a short cut, you can also change or reset Wild Card parameters by clicking in the Status Panel.


### Auto Mode Default

Displays a dialog that defines the actions Salvation should take if it cannot determine what to do with a file selected in Auto Mode. See Auto Mode Default for more information.




 **Show Invisible Files** Selecting this option allows files that have their Invisible attribute set to be included in the scroll list. If the Status Panel indicator is shown in RED, you are warned that any Invisible files in the current folder are being hidden from view.



 **Show System Files** Selecting this option allows files that have their System attribute set to be displayed in the scroll lists. If the Status Panel indicator is shown in RED, you are being warned that any System files in the current folder are being hidden from view.




 **All Upper Case** Selecting this option shows all filenames in upper case characters. When deselected, files will be shown in lower case characters with the filename and extension capitalized.


## Setup Menu


The Setup Menu lets you change the overall operating characteristics of Salvation. Note that all of the settings in this menu are ones of personal preference; there are no "right" or "wrong" settings. We recommend you try each option to determine which settings are best for you.





 **Advanced User** Checking this option causes many of Salvation's confirmation and warning dialogs to be suppressed (for example, you will not be prompted again after selecting a file to delete with a "Are you sure you want to delete?" message). We recommend that you check this option only after you have become familiar with Salvation. If the Advanced User Status Panel icon is shown in RED, this is to warn you that Advanced User mode is turned on.




 **Deferred Delete** Checking this option turns on Salvation's Deferred Delete mode. Deferred Delete gives you a "second chance" in recovering files that have been accidentally deleted. You can then use the Recover Deleted Files selection in the Utilities menu to recover one or more deleted files. When Deferred Delete is checked with one or more files deleted and you try to exit Windows, Salvation always prompts you to re-confirm all deletions made. If the Delete icon in the Status Panel is shown in RED, this is to warn you that real deletes will occur, as Deferred Delete has been turned off.

 **Remember Last Page** When Salvation is started, the main, or first, button page is always displayed. When this option is checked, Salvation remembers the last button page used, and displays that page instead. This setting only affects the initial page display shown when you start Salvation.

 **Force Root on Drive Change** Salvation always remembers the last pathname displayed for every drive connected to the system. When you change drives, the initial scroll list display is set to the last pathname used for that drive. Checking this option forces the root directory to be displayed instead of the remembered pathname.

 **Show Hot Keys** When checked, this option displays the keypress equivalents that can be used to activate the launch button. Note that this is a display option only- the keypresses, or "Hot Keys", can be used at any time whether or not the Show Hot Keys option is checked. In other words, it simply shows you the keypresses to use.

 **Park Heads on ShutDown** Using this option allows you to park the heads of your hard drive and to safely power down the system while in Windows. (You should check the manual that came with your computer or hard drive to see if parking is necessary). When Park Heads on ShutDown is checked, you will not return to DOS when shutting down from Salvation. Instead, a dialog will be displayed (after the heads are parked) at which point you can power down the computer. If you click the OK button, you will return to DOS and the heads will no longer be parked.


### **DO NOT TURN YOUR COMPUTER OFF WHILE IN WINDOWS.**

Some Windows programs may have "open" files that can become damaged at an unscheduled power-down. Similarly, many programs save configuration information (including Salvation) at ShutDown time. Never power down the system while in Windows unless the Park Heads dialog is being displayed. It is also a good idea to close all other Windows applications before clicking Salvation's ShutDown button, just as an added measure of safety.


 **Program Mgr Emulation** Many Windows-based "Install" or "Setup" type programs that come with

applications create Program Manager Groups and icons during the installation process. When this option is checked, Salvation will "emulate" or act like the Program Manager, interacting with these setup programs to create new button pages and buttons automatically.


Program Manager Emulation should not be checked if both Salvation and the Program Manager are running at the same time. Although this will cause no damage to the system or files, it could prevent button pages and/or buttons from being installed. As a general rule of thumb, check this option before running Setup type programs, then uncheck it afterwards.


 **Editor: Keep a BAK File** This option affects the Text Editor. If checked, any time you save a file back to disk, the previous version of the file will not be overwritten. It will be renamed with the extension of ".BAK". Note that you may subsequently defeat this option from the Text Editor's Options Menu on a file by file basis. If you do not use Save or Save As while in the Text Editor, this option has no effect.


If you edit and save a file with a .BAK extension, or you intentionally name your original file using an extension of .BAK, the text editor will not be able to maintain a separate .BAK file. As a general rule, you should not use the .BAK extension for your files. If you want to edit a .BAK file, use the Save As command in the Text Editor to rename the file's extension to something else BEFORE saving it back to disk.

 **Editor: Edit Any ExtensionFile** Salvation determines which files are text files by looking at their extensions. Files with the extensions of TXT, DOC, INI, SYD SYS, and BAK are considered text files. Occasionally, you will encounter other text files (i.e., "READ.ME" or "README.") that not adhere to the above extension list. Checking this option tells Salvation to consider all files to be text files, regardless of their extension.

This option is valid only while in Text Mode. It has no effect while you're in Auto Mode. However, you can use the Auto Mode Default dialog to redirect files (with unrecognized extensions) to the text editor, which will produce roughly the same results as using this option setting. This option also overrides normal text file recognition and allows the editing of any files, including those that are not truly text files. For example, you could load a graphics image or an executable program into the text editor. If the text editor displays a warning dialog indicating that the file contains "NULL" characters, chances are it is not a text file and SHOULD NOT BE SAVED BACK TO DISK. Using Save or Save As on such a file will damage the file contents and render the file unusable.

 **Editor: Monospace Mode** This option starts the text editor in a mode causing the Salvo Modern Font to be used, which shows most control characters and non-ASCII characters in document.

 **Editor: Word Wrap Mode** This option starts the text editor in Word Wrap mode, which causes long lines of text to fit into the text editor window.

 **Editor: Read Only** This option starts the editor in Read-Only mode. This will disable the Save and Save As buttons, and any changes made to file cannot be saved back to disk.

The following Setup Menu Options display additional dialogs rather than simple Check On/ Check Off type selections:

[Clock Settings...](#)

This options displays a dialog box that allows you to



change the clock display and time setting, and to set Salvation's Alarm clock. Note that 24-hour values in clock display require accurate numerical settings (military time) when you go to set the alarm.

#### Timed Launch...

This option allows you to automatically launch an application at a certain time or day(s) of the week. For example, It can be used to perform late night backups or non-prime-time modem communications.

#### Document Launch...

This option increases Salvation's knowledge of recognized extensions. Once programmed, Salvation will know what to do with the new file types when selected in the main scroll list or programmed into buttons. See Document Launching for additional details.

#### Screen Blanker...

Displays a dialog window that allows programming of the screen blanker. A screen blanker or screen saver is used to extend the life of your video display by preventing static images from "burning" into the glass picture tube. You can set the amount of time you want for the blanking to take place from 1 to 99 minutes. When no mouse or keyboard activity is detected for that amount of time, the screen will go black. A graphics image of a bicycle will occasionally be displayed to indicate blanking is in effect. Hit a key or move the mouse to restore the screen back to normal.

When Screen Blanking is enabled, overall system performance/speed is slightly degraded.
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## Add-on's

The Add-on's, or Extras, Menu is used to add additional functionality to Salvation. Add-on's are additional programs or "optional equipment" that can be installed into Salvation at any time. An add-on program has already been included with Salvation, called Windows Shell Switcher. When an Add-on program is properly Installed, its icon appears next to the add-on item in the Menu.

### System Info

The menu selection is the default add-on item (technically, it is built into Salvation and not really an Add-on program). This option displays a dialog with various items of information concerning the system and current Windows operating mode.

### Windows Shell Switcher

This add-on program allows you to change the shell or startup program for Windows. Normally, Salvation is the shell, but you can switch back and forth between Salvation, Micro-Launch, or the Program Manager. Simply select the new shell and click the Restart Windows button in this dialog. If you use the Program Manager frequently, It is a good idea to create a Program Manager Group item of this add-on program (named SWITCHER.EXE in your Windows folder). This way, you can make Salvation the shell from the Program Manager by running SWITCHER.EXE.

If Salvation is not designated as the Windows shell, the Head Parking option will not function, and the ShutDown button will not terminate your Windows session. Clicking ShutDown will only close Salvation's main window, just like any other application's Close or Exit function.
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If you've installed additional add-on's, there will be other programs displayed under the Add-on's menu at this time. Refer to the documentation included with the individual add-on program for help documentation and information.

## Security and Passwords

The Security Menu contains all items related to protecting your files from unauthorized users. If your computer contains sensitive information or is shared by others who should not have access to your files, you should use these menu items to protect your data.

In general, you add security at the folder-level. When a folder is secured, you must enter a password to open the folder. This protects all of the files in the folder. As you become familiar with Salvation's security system, you may want to rearrange your files into protected and non-protected folders. Also, buttons can be password protected (See [Button Programming](#) for additional details).

When Salvation is first installed, the password is set to "SALVATION". It is a good idea to change the password after installation. If you forget your password, you will not be able access any secured folders. See the Salvation User's manual under the Security and Passwords section on how to handle this situation.

### Password Protect

This item provides a way to add password protection or to remove password protection from a folder. To protect a folder, click once on the folder, then select this menu item. Once a folder is protected, it will be displayed with a small graphic of a padlock. To unprotect a folder, click once on the protected folder and select this menu item. You will have to enter the password to unprotect a folder. If the Password Protect menu item does not correctly identify the folder as protected, see the Validate Now description below.

### Change Password

This item is used to change the password. Passwords must consist of alpha-numeric characters, and be 10 or less characters in length (passwords are case insensitive- both upper and lower case letters have the same meaning). You must enter the existing password before you can change it. The existing password for a newly installed copy of Salvation is "SALVATION".

### Password Prompt at Startup

If this item is checked, you will have to enter the correct password in order to start Windows.

### Validate on Startup

If this item is checked, Salvation will perform Validation during the start-up process. See Password Validation for additional details.

### Maximum Security

If this item is checked, you will put Salvation in its maximum security mode. In this mode, all of Salvation's utilities are disabled, and severe restrictions will be placed on any functions that allow disk access, including ShutDown. To turn off Maximum Security, select the menu item again and enter the password. This feature can be used when you leave your workstation for a period of time or want to severely restrict access to other users.

### Validate Now

Selecting this item performs immediate password

validation. See [Validation](#) for additional details.

## Programming Buttons

The Programming Buttons dialog is used to define all of the parameters necessary to properly set up a button. To access this dialog, double-click on a button to highlight it, then select the PROGRAM A BUTTON item in the Utilities Menu. You may also click once with the RIGHT mouse button in the button's Title Area.

In most cases, you do not have to enter any data into the fields of the Programming Buttons dialog. Here's how: Click the AUTOMATIC button, find the file you want and double-click on it, and Salvation will automatically fill in the appropriate fields. The Programming Buttons Dialog will then close automatically.

The Dialog gives you many choices in specifying how you want the button to respond. Each of the fields and controls in the dialog are described below:

**Button Title** Enter the Title that you want to appear in the Title Area of the button. You can enter any combination of alpha-numeric or symbol characters. If the text entered does not fit on one line, the text will be word-wrapped on separate lines in the Title Area. You may also add extra spaces between words to force word-wrap to occur at certain points. The following buttons are also included:

**Clear** Erases the current text in the Button Title.

**Upper** Converts the current text in the Button Title to all upper case characters.

**Lower** Converts the current text in the Button Title to all lower case characters.

**Capitalize** Capitalizes the text in the Button Title.

**Program Path** Enter the full pathname of the program to run. Optionally, you may enter any command line parameters or additional file pathnames that is needed by the entered program. Other Controls provided are:

**Clear** Erases the current text in the Program Path.

**Find** Displays a dialog that allows you to select a launchable file. You may also select a Document, providing its extension has been pre-defined using the Document Launch dialog.

**PIF Editor** Brings up the PIF Editor for creation or editing of a PIF file. If the Program Path points to an existing PIF file when this button is clicked, that file will appear in the PIF editor window.

**Password Prompt on Launch** Checking this box will require the password to be entered whenever the button is later clicked for launching.

**NOTE:** You can set Password Prompt for any launchable file, not just those located in secured folders.

**Startup Path** You can optionally set a different pathname than the program's pathname (specified in the Program Path) when you start your application. For example, your word processor's EXE file can be in one folder, while your documents can be in another. You can set these two pathnames to the two different locations. Note that you should not enter a file name (i.e., an EXE or COM file), just the pathname or location of the file. A trailing slash may be optionally used as the last character in the path. Other Controls provided are:

**Clear** Erases the current text in the Startup Path.

**Same as Program Path** Forces the Startup Pathname to the same location as specified in the Program Path. For most applications, checking this box is the normal configuration. When checked, any Pathname is cleared from the Startup Path, and both the Startup Path and Clear button will be invisible.

**Icon Path** You can optionally specify the source of the icon for the button. Normally, the icon graphic is derived from the file specified in the Program Path, but can come from any EXE, COM, or ICO type file. Other Controls provided are:

**Find** Works the same as the Program Path's FIND button described above, but finds a file to be used for the Icon Path. Once found, a list of all icons located in that file is displayed. Choose one of the icons by selecting it and then clicking the select button. Note that some files may have only one icon. Others, such as DOS applications, do not have any icons. In this case, Salvation will substitute stock icons from the icon library.

**Choose** Displays all of the icons currently located within the file specified by the Icon Path. You can then select the desired icon to use. This button functions only while there is a valid file listed in the Icon Path.

**Library** Displays all of the icons from Salvation's icon library. These are general purpose icons that you can use for any purpose.

**Clear** Erases the current Text in the Icon Path.

**Same as Program Path** Forces the Icon Path to the same location as specified in the Program Path. For most applications, checking this box is the normal configuration. When checked, any pathname is cleared from the Icon Path, and all controls in the Icon Path box will be invisible. If the application specified in the Program Path does not contain any icons, one will be substituted.

### **Minimize Salvation on Launch**

Displays all of the icons from Salvation's icon library. These are general purpose icons that you can use for any purpose.

### **Prompt for Additional Parameters**

Erases the current Text in the Icon Path.

### **Define as Page Jump**

If checked, the button will act as a jump to another button page. The exact page name must be entered into the button title field. Pathname and Startup dialogs are ignored.

**Automatic** Forces the Icon Path to the same location as specified in the Program Path. For most applications, Checking this box is the normal configuration. When checked, any pathname is cleared from the Icon Path, and all controls in the Icon Path box will be invisible. If the application specified in the Program Path does not contain any icons, one will be substituted.

**OK** Erases the current Text in the Icon Path.

**Cancel** Erases the current Text in the Icon Path.

If you frequently launch DOS programs from your buttons, or you use the DOS PROMPT button in the main window, see <a href="#">Running DOS Programs</a> for additional information.
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## Auto Mode Default

While in Auto Mode, Salvation can recognize and act upon most of the commonly used extensions. However, due to the sheer number of file extensions and their arbitrary use, Salvation cannot be aware of all of them. In these cases, Salvation must be instructed how to handle a selected file with an unknown extension. The Auto Mode Default Dialog sets up the actions to take on these files.

If you are not sure how to set this option, use either the "Generate a Beep" or "Do Nothing" setting. This will ensure that unknown file types are left alone.

The Auto Mode Default Dialog, selected from the Scroll List Menu, contains the following choices:

### Get Info On the Selected File

This option instructs Salvation to open an Information dialog on the file selected. This produces the same results as if you had selected the file while in Info Mode.

### Pass File to the Text Editor

This option instructs Salvation to open a Text Editor window with the selected file. This option overrides normal text file recognition and allows the editing of any files, including those that are not truly text files. For example, the file could be a graphics image or a binary database file. If the text editor displays a warning dialog indicating that the file contains "NULL" characters, chances are it is not a text file and SHOULD NOT BE SAVED BACK TO DISK. Using Save or Save As on such a file will damage the file contents and render the file unusable.

### Go To Document Launch Setup

This option immediately opens the Document Launch Dialog with the passed extension. This dialog allows you to add extensions recognized by Salvation. See Document Launch for more information.

### Generate a Beep

This option instructs Salvation to produce an error or system beep, indicating that the file is not recognized.

### Do Nothing

Salvation does not respond to unrecognized files. Doubling clicking or selecting such files have no effect and produce no additional actions.



## File Utilities Window

The File Utilities window contains all the necessary functions to manipulate files on your disks. You can Copy, Move, Delete, Rename, and Compare files, as well as create new folders and get information on files.

The window is organized as two scroll lists, with the "Source" scroll list on the left, and the "Destination" scroll list on the right. For Copy and Move operations, files are always transferred from left to right. Below each scroll list is an identical set of buttons that can be operated independently.

Because of the frequent manner in which the File Utilities window is used, there are several ways to open the window. You can select the File Utilities menu item in the Utilities Menu, click the File Utils button in the main window, or click anywhere on the Salvation screen with the *right* mouse button (Do not click over a button. This area is reserved for opening the programming buttons dialog).

The File Utilities contains its own Menu as well as several buttons and controls:

### Menu Items

- |                    |   |
|--------------------|---|
| Disk Change        | This selection forces Salvation to re-read the disks currently selected in both scroll lists. It also resets the scroll lists back to the root directory. Use this item when changing floppies or to quickly return to the root directory.                              |
| Close              | This selection closes the File Utilities window. Same as clicking the DONE button or selecting close in the System Bar Menu.  |
| Sort by Name       | This selecting sorts both lists alphabetically by filename.   |
| Sort by Extension  | This selecting sorts both lists by <u>extension</u> .   |
| Folder Sort        | You can sort or separate folders from files for better access and readability. When NORMAL is selected, folders and files are displayed alphabetically. When TOP OF THE LIST is selected, folders are grouped alphabetically at the top of the list, followed by files. |
| Show Invisible     | Selecting this option allows files that are marked as Invisible to be displayed in the scroll lists.  |
| Show System        | Selecting this option allows files that have their System attribute set to be displayed in the scroll lists.  |
| All Upper Case     | When selected, all files will be shown in upper case characters. When deselected, files will be shown in lower case characters with the file name and extension capitalized.  |
| Specify Wild Cards | This item opens a dialog that allows you to enter <u>Wild Cards</u> to perform additional screening of the files to be displayed.   |

The above option settings are set to the same settings in the main Salvation Window when the File Utilities window is first opened. Changing any of the above options does not affect the corresponding settings in the main window.
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## Buttons and Controls

Swap	Allows you to reverse the pathnames of the source and destination lists, useful for <i>Copy</i> , <i>Move</i> , and <i>Compare</i> operations.
Set	Allows you to set either the source list pathname to the destination list pathname or visa-versa.
Copy	Begins the copy process of copying files from the source list to the destination list. When Folders are encountered, all of the files located in all other folders and sub folders are also copied.
Move	Moves files from the source pathname to the destination pathname. <i>Move</i> operates much faster than <i>Copy</i> , but can only be used if the source and destination pathnames point to the same disk. Move has the same effect as copying a file somewhere else, then deleting the original.
Compare	Compares one or more files. A dialog will be shown reporting the results of the compare operation. You must select the same number of files in the source and destination lists. Folders must be opened and all their files selected if you want to compare the entire contents of a folder.

Compare's are performed on a file-by-file basis, starting at the top of the scroll lists and working downward. When multiple files are selected, make sure that the files selected in both lists are in the same order. Otherwise, you could wind up comparing the wrong files.
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View Size	Displays the size in bytes and the number of files selected in the scroll list. Any folders selected will be searched for files and added to the totals.
Copy Dates	If checked, the original Date and Time of the file(s) to be copied will be attached to the new copies. If unchecked, the current Date and Time will be used. This setting does not affect the backup bit, which is always set on the newly copied file(s).
Done	Closes the File Utilities window.
Drives	Changes the scroll list to show all of the local and networked drives attached to the system. Double-click the desired drive.
Select All	Selects all the files in the scroll list. This includes those that you cannot see folders containing lots of files.

If a Wild Card is set, Select All selects only those files that match the Wild Card parameters.
---

New Folder	Creates an empty folder in the current pathname. A dialog will be shown allowing you to enter the name of the new folder.
Rename	Allows renaming one or more selected files or folders. If you select multiple files, you have the choice of renaming all selected file names or extensions in one operation.

## Delete

Deletes one or more files or folders. Any additional files or folders within a selected folder will also be deleted.

If the Advanced User option is checked, any files selected will be deleted without warning.

## Info

Displays file info on one or more selected files. Works exactly the same as the Info Mode selection in the main window.

During any operation (i.e., in the process of Copying, Deleting, etc.), depressing the ESC key will abort the operation in progress.

## Disk Utilities

The Disk Utilities window allows you to Format, Erase, Verify, and Duplicate floppy disks. In addition, it also give you a summary of the disk space used and free on all drives, including hard disks.

To activate any of the buttons, select a floppy disk drive in the list. You are prevented from performing any of these disk operations on hard disks.

**Format** This selection formats the selected disk. A second dialog will appear that lets you choose the capacity and whether or not you want to make the disk bootable. Formatting destroys all data on the disk. Depending upon the capacity, formatting could take several minutes.

Make sure you choose the proper capacity for the type of floppy diskette installed in the drive. Trying to format a low capacity diskette for high capacity will either fail during the Format process, or produce an unreliable floppy.

**Erase** This selection erases the selected disk. The difference between erase and format is that erase only clears the directory information, freeing up the entire disk for other files. Whenever possible, you should Erase rather than Format since erasing takes only a few seconds compared to several minutes for formatting. However, Erase can only be used on floppies that have been previously formatted or used.

**Duplicate** This selection allows you duplicate or make a copy of a diskette. Salvation first copies the original disk data to either memory or your hard disk. When you are prompted to insert the destination diskette, the data is copied back to the new floppy, destroying any previous data. If the destination disk is not formatted, Salvation will format it automatically during the copy process, but the disk duplication will take considerably longer. Once done, you have the choice of making additional copies of the original disk, or returning to the Disk Utilities dialog.

**Verify** This selection verifies that all the data on the selected disk can be read. If any errors occur, Salvation will report which disk tracks have been found bad. You can use the CHKDSK utility to try and repair the disk or discard the floppy.

**Re-Scan** This button re-reads all of the drives and updates the scroll list. It is useful when changing to a different floppy.

### Megabytes, KiloBytes, Bytes

These selections change the numeric capacity displays to the selected format.

## Find File

The Find File window allows you search your disks for specific files or file sets. Once found, you can launch, delete, or perform other operations on these files. You enter specific Wild Cards on how you want to search to proceed. Select a disk to search, then click the START button. If you want to cancel the search prematurely, press the ESC key.

Reset	Clicking this button reset the Wild Card parameters.
Set To Main	Clicking this button transfers the pathname of the selected file to the main scroll list. This can be used if you want to perform other operations on the found file.
Launch	This selection launches the selected file.
Text Edit	This selection open the Text Editor window with the selected file.
Delete	This button deletes one or more selected files.
Select All	Quickly selects all the files in the scroll list. Click again to deselect all.

Multiple file selection is allowed in the scroll list, but only in support of the Delete function. If more than one file is selected when you click SET TO MAIN, LAUNCH, or TEXT EDIT, the first file selection is used.
--

## Deferred Delete

When the Deferred Delete option is turned on, any files that you delete are deleted, except copies of the file's data are kept in a special section on your disk. If you later choose to recover one or more files, Salvation recreates the original file by restoring the file's data.

In order for Deferred Delete to work, you must have a TEMP or TMP variable defined in your AUTOEXEC.BAT file. This is the location where Salvation saves deleted file data. When you exit Salvation, a dialog is displayed giving you an opportunity to recover these files. You may also choose the Recover Deleted Files dialog (located in the Utilities Menu) at any time.

Never delete any files in the TEMP folder that have the extension of DFD. These files contain records of your delete operations, and will prevent the recovery of a previously deleted file.
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## Validation

The VALIDATE NOW and VALIDATE ON STARTUP items in the Security menu perform internal clean up operations related to Salvation's security and password protection system. These validate selections do not change your password or alter any of your protected folders.

Windows as well as DOS do not contain any password or security functions. As a result, Salvation must use its own unique methods. When you delete, move, or change the attributes of a password protected folder using a DOS or Windows-based utility, Salvation is unaware of these changes. The validate functions "cleans up" any discrepancies between changes made in the disk directories related to your password-protected folders.

As a general guideline, follow these rules regarding the use of the Validate functions in the Security Menu:

- [1] If you don't have any password-protected folders, you never need to select the VALIDATE NOW item. Likewise, the VALIDATE ON STARTUP item should be disabled by unchecking it.
- [2] If you have only a small number of password protected folders (say, less than 10 or 20), you should occasionally select the VALIDATE NOW item. The VALIDATE ON STARTUP item can be left unchecked.
- [3] Regardless of how many password-protected folders you have, if you use only Salvation's file utilities, you never have to use either VALIDATE NOW or VALIDATE ON STARTUP.
- [4] If you have a large number of password-protected folders and frequently use other file and disk utilities, check the VALIDATE ON STARTUP option. VALIDATE NOW does not have to be used.

If the above rules are not followed, no damage will be caused to either your files or your hard disk. The result may only be an occasional password-protected folder reverting back to an unprotected state.

## Document Launching

The Document Launch item in the Setup Menu allows you to specify "links" between files containing certain extensions and an application. Once these links are established, you can launch any file just as if it were an EXE or COM program. This capability is called Document Launching, since you are actually launching a "document" that belongs to a particular application.

Document launching is active for files selected in the main scroll list only while in Auto Mode,

Once a document has been defined, Salvation knows that the document belongs to a particular application. If you double-click the document file in the main scroll list, the file is passed to its application and the application is launched. In most cases, this results in the application's window being displayed with the document. For example, the Windows Terminal program uses the extension TRM to define telephone numbers and communications parameters. Clicking a file called BBS.TRM would launch Terminal, and configure it automatically with the BBS settings.

Once a document has been defined, you'll be able to use the FIND and AUTOMATIC features of the button programming dialog to select and program document buttons. You still retain the capability of programming any button to launch a standard EXE or COM file.

<p>It is recommended that PRIVATE EXTENSION LIST be checked in the Document Launch Setup dialog. This causes Salvation to create and maintain its own list of Document Launch extensions, separate from the overall system list. Many Windows applications will alter the system list without your knowledge. This can cause conflicts with both Salvation's standard list of extensions as well as you own customized list. For example, Word for Windows(tm) will register the DOC extension, conflicting with Salvation's Text Editor. In this case, you will not be able to use the Text Editor with files containing the DOC extension while in Auto Mode.</p>
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## Attributes

File attributes mark files with certain characteristics:

Invisible	Invisible files and folders are "hidden" and can't be seen in scroll lists.
System	System files are files that are marked as special system-use files. (A System file is <i>not</i> the same as a file with a SYS extension).
Backup	The backup attribute is set whenever a file is created, modified, or copied. This tells backup programs that the file requires backing up.
Read-Only	A file with its Read-Only attribute set cannot be deleted or changed.
Date/Time	The Date and Time the file was created or last modified.

### WildCards

Wild Cards consist of the Asterisk (\*) and Question Mark (?) characters. An Asterisk denotes the matching of any characters, while the question mark is used to mask individual characters. For example:


- \*.EXE**            Include all files with an EXE extension, regardless of their file name.
- CA?.\***            Include such files as CAP.EXE, CAT.PIF, and any others matching any 3rd character.
- \*.\***               Includes all files, just as if Wild Cards weren't used at all.


## The Status Panel





The Status Panel, located in the upper right corner of the main screen, provides a continuous display of the most frequently used (and changed) Salvation settings. All of the icons in the panel correspond to certain checkmark and checkbox settings located in the menus. As a general rule, an icon highlighted in red indicates a warning to you that you should be aware of.


In addition to simply displaying the status, you can double-click directly on an individual icon to change the status. The Status icons show you the following.


 Indicates a Wild Card screen is in effect. Double-click to remove the Wild Card screen and to show all files. If not highlighted, double-click to bring up the SPECIFY WILD CARDS dialog box. This setting follows the checkmark setting for WILD CARDS in the Scroll List Menu.

 Indicates Advanced User option is in effect. Double-click to set or reset. Follows the ADVANCED USER checkmark in the Setup Menu.

 Indicates that Invisible Files are hidden from view. Double-click set or reset. Follows the SHOW INVISIBLE FILES checkmark in the Scroll List Menu.

 Indicates that System Files are hidden from view. Double-click to set or reset. Follows the SHOW SYSTEM FILES checkmark in the Scroll List Menu.

 Indicates that real or true deleting is in effect. You will not be able to recover any deleted files. Double-click to set or reset. Follows the Deferred Delete checkmark in the Setup Menu.

 Indicates the Alarm Clock is set. Double-click to turn off the alarm. If not highlighted, double-clicking will display the Clock Settings dialog window.

## Running DOS Programs

When you launch a DOS program from one of your buttons, the main scroll list, or use the DOS PROMPT button in the main window, Windows appears to be no longer running. In fact, portions of Windows are running while other portions are stored in memory and on disk as temporary files.

Certain DOS commands and DOS-based programs should not be used that can corrupt Windows memory and/or Windows temporary files. These programs modify the disk structure. Examples are:

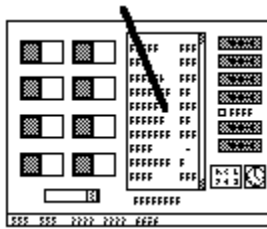
- (1) The DOS CHKDSK utility using the /F option.
- (2) Any utility that allows "Undeleting" of a file or recovery of deleted files or folders.
- (3) Any utility that performs disk compression, disk optimization, or low level directory sorting.

To use these programs, you should exit Windows first and then run the program from DOS.



### Title Area

The part of the button which contains theTitle. Click with the RIGHT mouse button to program the button. Click and hold down the LEFT mouse button to move the button to another location.



## Main Scroll List

### Main Scroll List

To select a FILE, click on it once then press the Enter key, or double-click on the file. To perform an action on a FOLDER (instead of opening it), hold down the ALT key while selecting.

## **Extensions**

A file extension is a one to three character file identifier. Salvation "tabs" the extension part of a file name in all scroll lists for better readability. However, when entering a filename, you should use a period character to tell Salvation where the extension begins.

### **Show All Checkbox**

The Show All Checkbox, located to the right of the main scroll list. When checked, all files are shown, but those files that do not apply to the current mode are shown in "dimmed" or grey text. When Unchecked, only files that apply to the current mode are shown.

The Show All Checkbox has no effect while in Auto, Info, Rename, or Delete Modes.





A button Page is a set of button launchers. Use the Pull-down Menu above the buttons to change to a different button page. You can have as many button pages as you like.