Windows Easy Menu

Version 3.0

**The Complete Menuing System
for Microsoft Windows 3.0**

Registration

Windows Easy Menu requires registration. The registration fee is $15. Site licenses are available for multiple copies. The fees are:

Copies	Fee
1 to 10	$15.00 each
11 to 30	$15.00 each for first 10 copies, $10.00 each for copies in excess of 10
31 or more	$10.00 each for first 30 copies, $5.00 each for copies in excess of 30

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Glen S. Tittermary
P.O. Box 1641
Richmond, Virginia 23213

Record your license number here: _____

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Windows Easy Menu
Version 3.0

Released April 1991

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1. Introduction

General Description

Windows Easy Menu (WEM) is a menu system for Microsoft Windows 3.0. It makes user-defined applications available with a single click of the mouse or press of a key. In addition, it makes all of the Windows Desktop Accessories or user defined accessories available on the same menu. Applications may be Windows applications or DOS programs. Version 3.0 is fully compatible with Windows 3.0 (and will not run under previous versions of Windows). Windows Easy Menu has complete keyboard support, so it is an excellent Windows applications manager for laptops and other systems without a mouse.

Program Features

This version of WEM includes support for start-up directories for each menu item, and each item can be started as either a window, icon, or full screen.

Version 3.0 includes the WEM Menu Editor, which makes maintenance of your menus much easier. With the editor, you can clear, insert, and delete menu items. The editor also provides printer support, so all of the menu data can be printed.

Some of the features of WEM include:

Features from Version 2.0

Up to 60 applications in 6 menus

Start all of the Windows desktop accessories from the menu

Turn the accessories menu on/off

Start the Program and File Managers from the menu

Run applications from a command line

Minimize the menu on start of applications

Specify the Windows start-up shell

Specify applications to auto-start when Windows is loaded

Complete keyboard support for all features -- great for laptops

New Features for Version 3.0

Command Bar -- pushbuttons for changing menus, accessories menu on/off, menu editor, update menus, and exit

All new Menu Editor -- insert, delete, clear items -- undo edits -- print menu data -- test menu item data

Complete directory support -- specify start-up directory for each application

Specify whether an application will start as a window, an icon, or full screen

Replace Windows Accessory menu with user-defined accessory menu

Complete error checking and reporting

Save the menu window position

System info dialog box -- reports Windows version, operating mode, free memory, disk space, etc.

Start menu with list of menus

Specify initial file for the Windows accessories

Turn date/time display on/off

Longer menu names -- up to 40 characters

Longer item names -- up to 20 characters

Organizing Your Menus

With WEM 3.0 you can construct up to six independent menus with 10 items each, for a maximum of 60 menu items. How you organize the items in your menus will have a lot to do with how easy and convenient WEM is to use. There are many ways to organize the menus, so the decision on what is best for you will depend on your specific situation. The suggested organizations below are only three of the ways you might want to consider.

Organizing by Type of Application. One way to set up the WEM menus is to have each menu contain different types of applications. Menu 1 might contain word processing and text editing applications, for example, while Menu 2 could contain speadsheet and database programs. Menu 3 could have drawing, graphics, and presentation applications. Menu 4 might contain entertainment and game programs. The menu names for these four menus would describe the types of applications they contain: Word Processing, Data Analysis, Drawing and Presentation Tools, and Entertainment.

Organizing by Task. Another way to organize your menus is by the tasks you complete. This type of organization is useful if you want to use the same applications for several menu items, but with different start-up files (as command line parameters) or start-up directories. For example, a small consulting firm might have one menu for each current project. Each menu would contain a word processing menu item, a project management item, a spreadsheet item, and a desktop presentation item. The menu items would have different start-up directories which were created for the exclusive use of the appropriate project. So, when the applications are started, the current working directory would be the directory for the desired project.

Organizing Sequentially. If you do not have many applications, it may be more useful

to simply list the applications alphabetically in the first couple of menus. When the first menu is full, go on to the next and continue with the listing. With the menu scroll buttons on the Command Bar (see Using Windows Easy Menu below) this can be a quick and easy way to access the menu items.

Quick Setup

To configure Windows Easy Menu for your system, you will need to: (1) install the program files and start WEM, (2) enter the information for the menus, and (3) update the menu listings in WEM.

Install the Program Files and Start WEM. WEM is distributed as a ZIP file. To install the necessary files you need to "unzip" the files to your Windows directory. The following files are included in the distribution ZIP file:

menu.exe	Main WEM program
menuedit.exe	Menu editor program
mconvert.exe	Program to convert version 2.0 files to 3.0
menu.wri	This user's manual
order.txt	Order form for license, diskette, manual

The file "menu.ini" is created the first time you run WEM (unless you are using an earlier version).

After the program files have been placed in your Windows directory, start WEM from the Program Manager or the File Manager by executing the file menu.exe. When the program starts a dialog box will be displayed requesting a license number. Until you receive a license, click **Cancel** and the WEM window will be displayed. You are now ready to enter the menu data.

Important Note for WEM Version 2.0 Users: WEM 3.0 uses a new file format for the menu data. Users of version 2.0 will need to run MCONVERT.EXE to convert their menu.ini file to the new format. You do not have to retype your menus -- the Mconvert program will make all of the necessary changes for you. To make the conversion, start WEM as usual. All of the menu items should be "Reserved." Select **Run!** from the menu and when the **Run...** dialog box appears, enter *mconvert.exe* and click the **OK** button. When the WEM Menu File Conversion program starts, select **Convert!** from the menu. After the conversion is complete, close the conversion program and select **Update Menus** from the Menu menu in WEM. Your menus will be ready to use, so you can skip the next two steps of the quick setup.

Set up the Menu Items. Start the **WEM Menu Editor** to set up the applications to be run from each of the six menus. To start the editor, select the **WEM Menu Editor...** item under the **Menu** menu. (Note: The Editor is a separate program, so you can also start it from the Program Manager or File Manager; the file name is *menuedit.exe*.) When the Editor starts, the six menus will be listed in the main window. You can select the menu you want to edit by clicking anywhere on the menu listing with the left mouse button. Or, you can use the arrow keys to select the menu to be edited. The selected menu will have a red border around it.

After you have selected the menu you want to edit, select **Edit!** on the menu bar. The **Menu Items...** dialog box will appear. First, select the Menu Name field (with the mouse or the **TAB** key) and type the name of the menu. The name will appear in the WEM **Menu** pull-down menu and in the Windows Easy Menu title bar. You should make the name descriptive, but not too long. A maximum of 40 characters is permitted.

Now you are ready to set up the applications to be run from the menu. Windows Easy Menu can start up to ten applications in each menu. Applications are loaded according to the information you supply in the **Menu Items...** dialog box. For each application, you enter a label, a command line, a start-up directory, and whether you want the application to start as a window, icon, or full screen.

The label is the name of the application that you want to appear next to the button in the menu. The label can be up to 20 characters long. For example, the label for Microsoft Excel might be *MS Excel.*

The command line consists of the executable program to be run, and any optional parameters. For example, to run Microsoft Excel, you would enter the command line: *excel.exe*. To start Excel with a spreadsheet named "budget.xls" loaded on start-up, the command line would be: *excel.exe budget.xls*.

The start-up directory is the directory you want to use as the working directory when the application starts. For example, if Excel is in the directory "c:\excel," but your spreadsheets are in a directory called "data" on drive c:, you could specify a start-up directory as: *c:\data*. When Excel is started, the "data" directory would be active (when you open or save files, for example). The start-up directory is also useful for DOS programs that use configuration files, or for files that are in directories that have not been included in your PATH statement.

Finally, select the way you want the application to start: as a window, an icon, or as the full screen. When using a mouse, just click the radio button for your selection. If you are using the keyboard, use the **TAB** key to move to the **Start as...** group, and then use the arrow keys to select the start-up mode.

Use the **Next** pushbutton to advance to the next menu item. Enter the data for the item, and continue for as many menu items as you want. When all of the menu items have been entered, click the **Save** button to save your menu data to the "menu.ini" file. ***The menu data you have entered will be lost if you select a different menu or exit without saving it.*** After you have saved your data, the **Menu Items...** dialog box will be closed. Now you can **Exit** the editor.

Update the Menus. When you return to Windows Easy Menu from the editor, your changes will not appear on the menu. To apply the edit you have made, select the **Update Menus** item under the **Menu** menu. WEM will show the labels you entered in the WEM Editor. You are now ready to use WEM to start the applications. (For more information on how to use the editor, see section 3 of the user's manual.)
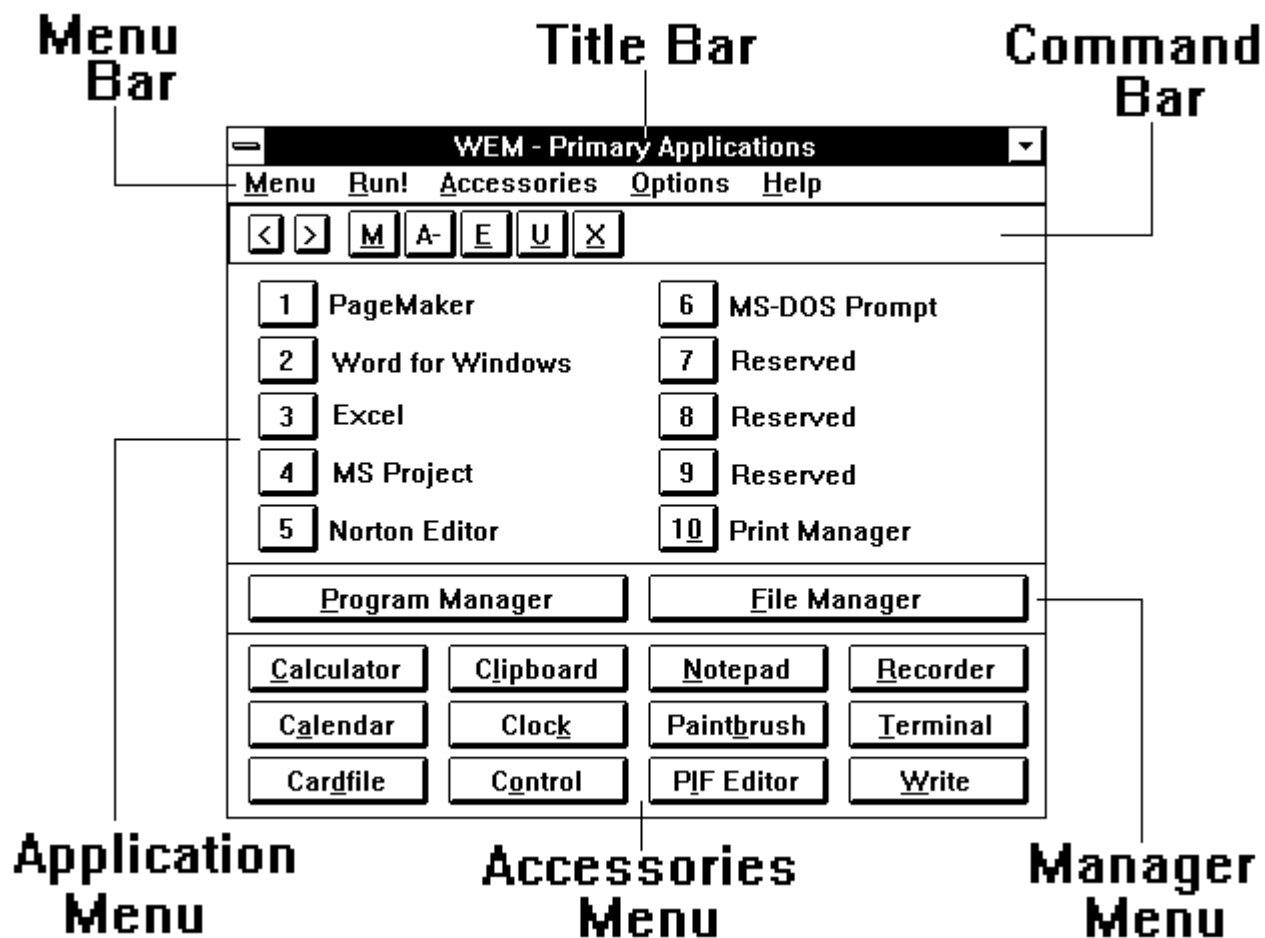
2. Using Windows Easy Menu

The Windows Easy Menu Window

      The Windows Easy Menu window has six major parts, as shown in the figure below. You use different parts of the the window to accomplish different tasks.

Figure 1
The WEM 3.0 Window

      The Title Bar. At the top of the window is the title bar, along with the system box and a minimize button. The title bar will always show the name of the currently selected menu.

      The Menu Bar. The menu bar has five items. The **Menu** item is used to select a menu, to start the WEM Menu Editor, to update the menus after they have been edited, and to exit the program (or to exit Windows if WEM is the system shell). The **Run!** item displays a dialog box in which you can enter a command line to execute applications. The **Accessories** item is used to

start each of the Windows Desktop Accessories or the user-defined accessories. The **Options** item is used to select various options which control how WEM looks and operates: the **Windows Accessories** and **User Accessories** items toggle the accessories menu between the Windows Desktop Accessories and a set of user-defined accessories; the accessories pushbutton menu can be turned on or off; WEM can be minimized to an icon each time an application is run; the date and time display can be turned on or off; and the WEM position on the screen can be saved. And finally, the **Help** item is used to display information about your system and about the WEM program.

The Command Bar. Below the menu bar is the Command Bar. The Command Bar has seven pushbuttons which can be used to execute frequently used commands. The first two buttons, **<** and **>,** are for scrolling through the six menus. The **M** button displays a dialog box with pushbuttons for selecting the menu to be displayed. The **A+/A-** button is for turning the accessories pushbutton menu on and off. The **E** button is for starting the WEM Menu Editor. The **U** button updates the menus after they have been edited. The **X** button exits the program (or exits Windows if WEM is the system shell).

The Applications Menu. The next portion of the WEM window is the Applications Menu. The Applications Menu consists of the ten pushbuttons used to start the applications that you specify. The applications are defined with the WEM Menu Editor.

The Manager Menu. Below the Applications Menu is the Manager Menu. This portion of the WEM window has two buttons for starting the Windows Program Manager and File Manager.

The Accessories Menu. The bottom portion of the window is the Accessories Pushbutton Menu. This menu is used to start each of the Windows Desktop Accessories or the user accessories. The accessories pushbutton menu can be turned on or off as you prefer.

Entering Your License
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Use the order form included with WEM to order your license number. When you obtain your license, start WEM and the **Enter License...** dialog box will appear. (The license number removes the license dialog box which appears when Windows Easy Menu is started.) When the **Enter License...** dialog box appears, type your license number exactly as it appears on your registration notification (capital letters must be typed as capitals, etc.). If you are using a mouse, click the **OK** button. If you are using the keyboard, press the **TAB** key to select the **OK** button, then press the **SPACE BAR.** (Note: After WEM has been started, you can also enter your license by selecting the **Enter License...** item from the **Options** menu.)

Selecting a Menu
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There are several ways to select a menu, or to change from one menu to another. The most convenient for you will depend on how you are using the system and whether you have a mouse.

Using the Menu. To select the menu you want to use, choose the **Menu** item in the Windows Easy Menu menu bar. Then click the menu you want. A check mark will appear next to the currently selected menu.

Using the Command Bar. To change menus with the Command Bar, click the **M** pushbutton. The **Select Menu...** dialog box will appear. Click the pushbutton for the menu you want. If you do not know where a menu item is on a menu, you can scroll through each of the

menus by clicking the **<** or **>** pushbuttons in the Command Bar.

   Using the Keyboard. The keyboard can be used to scroll through the menus just as the **<** and **>** pushbuttons function in the Command Bar. The left and up arrow keys select the previous menu; the right and down arrow keys select the next menu. You can also press the **[M]** key to display the **Select Menu...** dialog box.

Starting Applications on the Applications Menu

   You can start the applications on your menus with the mouse or the keyboard. The keyboard interface is especially useful for laptops and other systems which do not use a mouse.

   Using the Mouse. To start an application on the Applications Menu, click on the appropriate button. Just click the button once -- don't double click as you would on the Program Manager.

   Using the Keyboard. If you are working without a mouse, you can start the application by pressing the number key corresponding to the button. You may use either the number keys above the letters or the numeric keypad.

Running an Application not on the Menu

   On occasion you may want to run an application not on your Applications Menu. To do this, select the **Run!** item from the menu bar. When the **Run...** dialog box appears, type the command line you want and click the **OK** button or press the **RETURN** key.

Selecting Windows Accessories or User Accessories

   Windows Easy Menu includes a menu for accessories. The accessories are utility applications that are generally available to the user regardless of which of the six application menus may be displayed. WEM supports two types of accessories: (1) those supplied with Windows, and (2) utilities which the user supplies from other sources. The Windows Accessories include such utility programs as a clock, a cardfile, a paint program, a calculator, the control panel, etc.   User accessories might include a text editor, a graphics file viewer, a screen blanker, etc. And of course, you could define some of the Windows Desktop Accessories as user accessories also.

   You can select between Windows Accessories and user accessories in the **Options** menu. Select **Windows Accessories...** if you want the Accessories menu to include the 12 Desktop Accessories. Select **User Accessories...** if you want the Accessories menu to include the nine accessories you have defined. To define the user accessories you use the Menu Editor (described section 3 of this manual).

Turning the Accessories Menu On/Off

   Windows Easy Menu includes a pushbutton menu for all of the 12 Desktop Accessories included with Windows or for nine user-defined accessories. You can turn this pushbutton menu on or off as you prefer.

   Using the Menu. The first time you start Windows Easy Menu, the Accessories menu will be on. To turn it off, select **Accessories Menu** from the **Options** menu. This configuration will be saved, so the next time Windows Easy Menu is started your preference will be used. To

turn the Accessories menu back on, select **Accessories Menu** again from the **Options** menu.

   Using the Command Bar. As an alternative, you can use the **A-** pushbutton on the Command Bar to turn the Accessories Menu off. The **A+** pushbutton turns the Accessories Menu on.

   Using the Keyboard. If you are working without a mouse, the **[+]** and **[-]** keys can be used to turn the Accessories Menu on and off.

   Note: The pushbuttons for the Program Manager and the File Manager are always available, even with the Accessories Menu turned off.

Starting the Windows Desktop Accessories

If you have the Accessories menu configured for the Windows Desktop Accessories, you can start the accessories in several different ways.

Using the Accessories Menu. To run a Windows Desktop Accessory from the pushbutton menu, click on the appropriate button on the Accessories Menu.

Using the Keyboard. When the Accessories Menu is turned on, you can also use the keyboard to start the accessories. Press the letter key corresponding to the pushbutton. The appropriate letter is the one underlined in the pushbutton.

Using the Menu. If you prefer, the Desktop Accessories can be run by selecting the accessory from the **Accessories** menu on the WEM menu bar. Even if you have the Accessories pushbutton menu turned off, the accessories can be run from the pull-down menu.

Starting the User-Defined Accessories

If you have the Accessories menu configured for accessories you have defined, you can start the accessories in several different ways.

Using the Accessories Menu. To run a user-defined accessory from the pushbutton menu, click on the appropriate button on the Accessories Menu.

Using the Keyboard. When the Accessories Menu is turned on, you can also use the keyboard to start the accessories. Press the function key you assigned to the accessory in the menu editor to start the accessory.

Using the Menu. If you prefer, the user-defined accessories can be run by selecting the accessory from the **Accessories** menu on the WEM menu bar. Even if you have the Accessories pushbutton menu turned off, the accessories can be run from the pull-down menu.

Configuring Minimize on Run

You can make Windows Easy Menu minimize to an icon each time you run an application or accessory by selecting **Minimize on Run** from the **Options** menu. A check mark will appear next to **Minimize on Run** when the option is active. To turn it off, select it again.

Configuring the Date/Time Display

WEM will display the current date and time at the far right end of the Command Bar. This is the default configuration. If you want to turn the display off, select **Date/Time Display** on the **Options** menu. To turn the display back on, select **Date/Time Display** again. When the display is on, a check mark appears next to the menu selection.

Saving the WEM Window Position

By default, the WEM window will center itself on the screen. You can override this default by moving WEM to the position you want it on the screen and selecting **Window Position Save** under the **Options** menu. The position you selected will be saved, and used whenever you start WEM. To return to the default, select **Window Position Center** from the **Options** menu.

Getting System Information

Sometimes it is necessary to get information about your system, such as how much free memory or disk space is currently available. You can get a report on system information by selecting **System Info...** from the **Help** menu. The **WEM System Information** dialog box opens and displays the current version of Windows; whether Windows is operating in real, standard, or 386 enhanced mode; the microprocessor type for your system; whether a math coprocessor is present in the system; the amount of free memory in the system; and the amout of free disk space on the currently selected drive. Click the **OK** button to close the dialog box.

Exiting from Windows Easy Menu

To exit, select **Exit** (or **Exit Windows...** if Windows Easy Menu is the system shell) from the **Menu** pull-down menu. Or you can click the **X** pushbutton on the Command Bar. If you are using the keyboard, you can just press the **[X]** key.
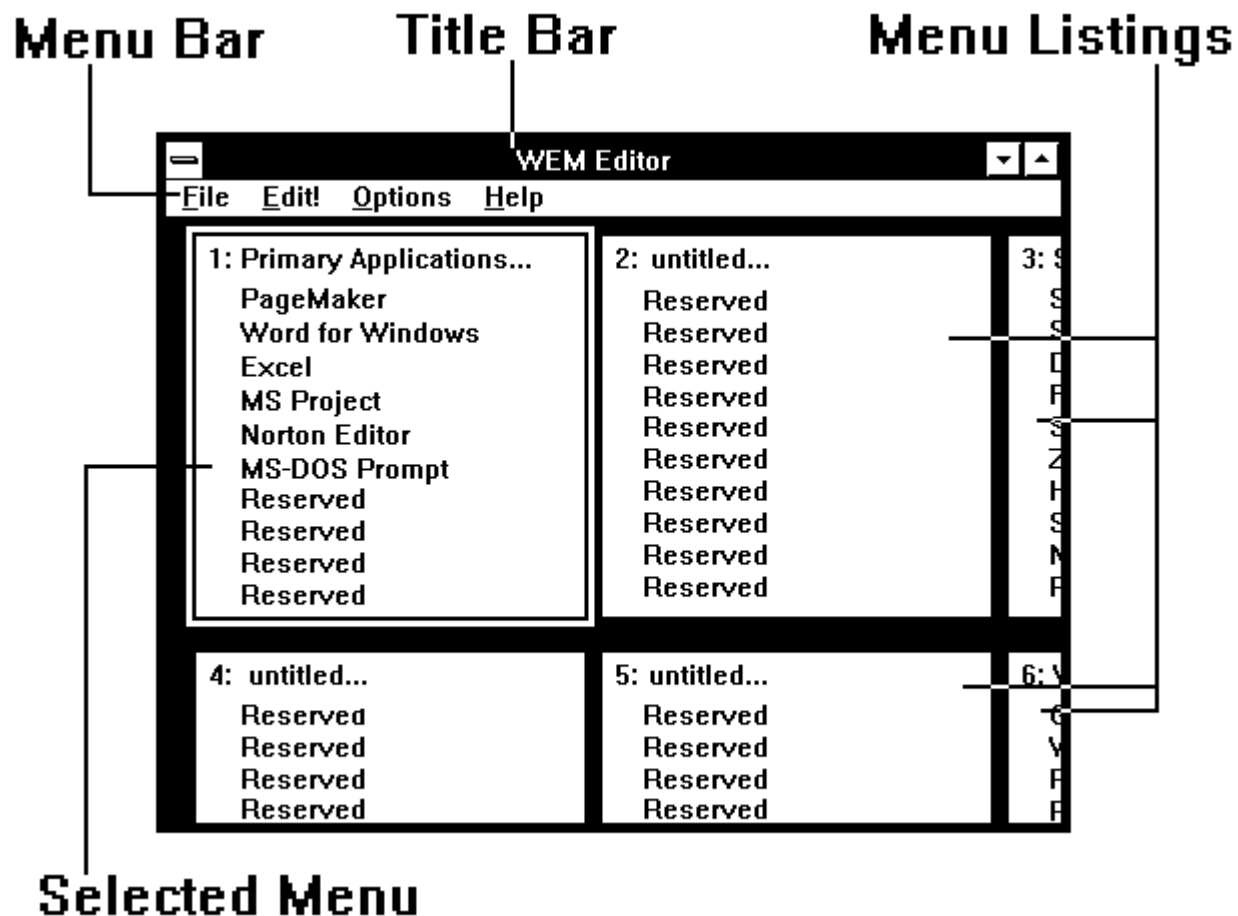
3. Using the WEM Menu Editor

The WEM Menu Editor is used to create, edit, delete and print the menus used by WEM. It is also used to configure certain features of WEM.

The WEM Menu Editor Window

The Editor window has three major parts: a title bar, a menu bar, and a menu listing window.

Figure 2
The WEM Editor Window

The Title Bar. As with all Windows applications, the title bar shows the name of the application.

The Menu Bar. The Editor menu bar has four items. The **File** item is used to print the menu data, to save the Editor window position and size, and to exit. The **Edit!** item displays the

dialog box used to edit the menus. The **Options** item is used to set various configuration options for WEM. The options include the Windows system shell, the applications to start automatically when Windows starts, the initial files to load for the desktop accessories, and whether to start WEM with a list of the menus. The **Help** item includes the **About...** dialog box.

        The Menu Listing Window. The Menu Listing Window shows the menu name and item labels for all six of the WEM menus. Note that if your menu name is long, only the first 20 characters will be displayed. The currently selected menu is outlined with a red border. The selected menu is the one that will be edited when you select the **Edit!** command, or printed when you select the **Print Current Menu** command. When the Editor starts, the currently active menu in WEM will be selected. To select another menu click on the listing with the left mouse button, or move the red selection border with the arrow keys.

Creating and Editing a Menu

        To create or edit a menu, select the menu on the menu listing window. Click the **Edit!** command in the menu bar. The **Menu Items...** dialog box will be displayed.

        Creating a New Menu. To create a new menu, select an empty menu in the menu listing window. An empty menu will be labeled "untitled," and have a list of 10 "Reserved" items. Select **Edit!** on the menu bar. The **Menu Items...** dialog box will be displayed. First, type the name of the menu. The name will appear in the WEM **Menu** pull-down menu and in the Windows Easy Menu title bar. You should make the name descriptive, but not too long. A maximum of 40 characters is permitted.

        Next, you enter the information for the applications in the menu. Windows Easy Menu can start up to ten applications in each menu. Applications are loaded according to the information you supply in the **Menu Items...** dialog box. For each application, you enter a label, a command line, a start-up directory, and whether you want the application to start as a window, icon, or full screen.

        The label is the name of the application that you want to appear next to the button in the menu. The label can be up to 20 characters long. For example, the label for Microsoft Excel might be *MS Excel.*

        The command line consists of the executable program to be run, and any optional parameters. For example, to run Microsoft Excel, you would enter the command line: *excel.exe*. To start Excel with a spreadsheet named "budget.xls" loaded on start-up, the command line would be: *excel.exe budget.xls*.

        The start-up directory is the directory you want to use as the working directory when the application starts. For example, if Excel is in the directory "c:\windows," but your spreadsheets are in a directory called "data" on drive c:, you could specify a start-up directory as: *c:\data*. When Excel is started, the "data" directory would be active (when you open or save files, for example). The start-up directory is also useful for DOS programs that use configuration files, or for files that are in directories that have not been included in your PATH statement.

        Finally, select the way you want the application to start: as a window, an icon, or as the full screen. When using a mouse, just click the radio button for your selection. If you are using the keyboard, use the **[TAB]** key to move to the **Start as...** group, and then use the arrow keys to select the start-up mode.

Use the **Next** pushbutton to advance to the next menu item. Enter the data for the item, and continue for as many menu items as you want. When all of the menu items have been entered, click the **Save** button to save your menu data to the "menu.ini" file. *The menu data you have entered will be lost if you change the selected menu or exit without saving it.* After you have saved your data, the **Menu Items...** dialog box will be closed.

Editing an Existing Menu. To edit an existing menu, select the menu in the menu listing window. Select **Edit!** on the menu bar. The **Menu Items...** dialog box will be displayed. Use the **Next** or **Prev** pushbuttons to select the menu item you want to edit. Remember, if you are using the keyboard, you can select all the pushbuttons by pressing the key corresponding to the letter underlined on the pushbutton. Use the mouse or **[TAB]** key to position the text cursor to the text you want to edit. To change an existing item you can just retype the new menu data, using the **[DELETE]** or **[BACKSPACE]** keys as necessary. If you change your mind about your edit, you can click the **Undo** button to restore the original text. Remember to **Save** the changes before you select another menu or exit from the dialog box.

The editor also permits more sophisticated editing of your menus. In the lower right corner of the **Menu Items...** dialog box are four pushbuttons for special editing functions. With these buttons you can **Clear**, **Insert**, and **Delete** your menu items. If you change your mind about an edit, you can **Undo** all of the editing actions since the last **Save**.

Clearing an item simply deletes the current text in the edit boxes and replaces it with the defaults for an empty item. You click the **Clear** pushbutton to clear the currently displayed item. Click the **Undo** pushbutton to restore the text.

Inserting an item moves the items prior to or after the currently selected item so that a new menu item can be added to the menu. How the insert is accomplished by the Editor depends on where "Reserved" items remain on the menu -- if "Reserved" items are below the inserted item (have a higher item number), the existing items are moved down, and the "Reserved" item will be deleted; if a "Reserved" item is above the inserted item (has a lower item number), the items above are moved up to fill the "Reserved" item. You click the **Insert** pushbutton to insert an item. Click the **Undo** pushbutton to remove the inserted item and restore the menu to its previous order.

Deleting an item removes the currently selected item from the menu, moves the items below it on the menu up one position, and inserts an empty "Reserved" item at the end of the menu. You click the **Delete** pushbutton to delete an item. Click the **Undo** pushbutton to restore the deleted item and move the items below it back to their original positions.

Testing the Menu Data. The **Test** pushbutton is used to determine if the menu information you have supplied can be used by WEM to execute the application in the way you intended. When you click the **Test** pushbutton the Editor performs the following tests: (1) parses the item label so you can see how it will appear on the menu, (2) determines if the command line executable file can be found, (3) checks the start-up drive and directory to determine if they actually exist on your disk, (4) checks the start-as mode to make sure that an appropriate mode is specified in the "menu.ini" file, and (5) parses the command line parameters so you can see them in the final test report. After the test is complete, a report dialog box will be displayed. Any potential errors in your menu data will be reported. See the Troubleshooting section below for an interpretation of each of the error messages.

Deleting a Menu. The final editing function in the **Menu Items...** dialog box is the **Delete Menu** pushbutton. This button is in the upper portion of the dialog box, next to the **Exit**

pushbutton. You use this button to delete an entire menu from the "menu.ini" file. This action cannot be undone, so make sure you really want to delete a menu before clicking this button. If you do, you will be asked to confirm the action before the deletion takes place. Click the **No** button to cancel the delete action.

Printing a Menu

The WEM Editor can print all of the data associated with your menus. To print a menu, select the menu you want to print by clicking on it in the main window (or move the selection box with the arrow keys), and select **Print Current Menu** from the **File** menu. The Editor prints to the default printer for Windows, using the current settings for the printer.

Saving the Editor Screen Position

Once you have resized the Editor main window to the size and position you like, you can save the position to be used whenever you start the Editor. Select **Save Editor Position** from the **File** menu to save the current position and window size.

Selecting the System Shell

The sytem shell is the program that runs when you first start Windows. When you installed Windows, Program Manager was set up as the shell. But you can select other programs as shells if you wish. The **System Shell...** item in the **Options** menu will configure the shell you want. If you decide to use Windows Easy Menu on a regular basis you can set it as the shell. Click the button for the shell you want and then click the **OK** button. The shell will be effective the next time you start Windows.

Setting Up Applications for Auto Start

If you select Windows Easy Menu as the system shell, you can specify that certain applications run when you start Windows. Three applications can be started as full windows and an additional three applications can be started as icons. To configure the applications to run, select the **Auto Start...** item from the **Options** menu. Enter the program names you want to run and to load as icons. Remember, if a program is not in a directory specified in your path statement, you will need to enter a complete path and filename in the **Auto Start...** dialog box (and it's preferable to enter the complete path anyway, because the application will load faster). You can move from one field to the next by pressing the **[TAB]** key. Click **OK** or press the **[RETURN]** key to save your configuration.

Setting the Initial Files for Windows Accessories

On some occasions it may be useful to have the Windows Desktop Accessories load an initial file when they are started. This is especially useful for an accessory such as Calendar, for which you would normally use the same calendar file each time it is started. The Editor can be used to specify the initial file for each of the accessories (that can open a file). To specify files for the accessories, select **Accessories...** from the **Options** menu. The **Initial Accessory File...** dialog box will be diplayed. For each of the accessories listed, type in the file you want to have loaded when the accessory starts. You can use the **[TAB]** key to skip down to the next item. You do not have to specify a file for all of the accessories, only for the ones you want to open an initial file. Click the **OK** pushbutton to save your set-up to the "menu.ini" file. Click **Cancel** if you want to exit without saving the changes.

To cancel the settings for the initial file, you simply delete the filename specified in the **Initial Accessory File...** dialog box.

Setting Up the User Accessories

The WEM Accessories menu can be configured with either the Windows Desktop Accessories or with nine accessories which you define. To set up your own set of accessories, select **User Accessories...** from the **Options** menu. In the dialog box that is displayed, you enter the name to appear on the face of the pushbutton and the command line to be executed when the button is pushed. The command line can consist of the executable file name plus any command line parameters. When WEM starts accessories it assumes they are in your Windows directory, and you should normally put accessories in that directory. If your accessories are elsewhere, you will have to include the path as a part of the command line; the accessory will start, but the Windows directory will remain active.

Note that each accessory you define is assigned to one of nine function keys. When the Accessories pushbutton menu is active in WEM, you can use the assigned function key to start the accessory.

Once you have defined all of the accessories, click the **OK** pushbutton. To use the accessories you have defined, return to WEM, update the menus by clicking the **U** pushbutton in the Command Bar, and select **User Accessories** from the **Options** menu.

Listing Menus on Start-up

If you use a large number of applications on the six menus you may want to start WEM with the list of menus instead of with Menu 1. You can make the **Select Menu...** dialog box in WEM display automatically on start-up by selecting **List Menus on Start** from the **Options** menu. A checkmark will appear next to this option if it has been selected. To turn off the option, select **List Menus on Start** again.

Exiting from the Editor

To exit the editor, select **Exit** from the **File** menu or double-click the system box.

4. Troubleshooting

WEM 3.0 provides for complete error checking and reporting. Error and informational messages will be displayed when a command or other action cannot be successfully completed. Listed below are the WEM and WEM Editor error messages, the likely cause for each error, and the possible solutions to the problems.

<u>WEM Error Messages</u>

Too many clocks or timers.

This error means that too many programs which use the Windows timer (such as the Clock) are currently running. WEM needs one of the timers to display the current date and time. Close one of the applications and try to restart WEM.

The specified start-up directory is invalid.

The start-up directory that you entered for the application does not exist. You may have misspelled it when entering it. Use the WEM Editor to change the start-up directory to a valid DOS directory.

The specified start-up drive is invalid.

You specified a disk drive in the start-up directory that does not exist. Use the WEM Editor to change the start-up drive to a vaild drive on your system.

Insufficient memory to run application.

There is not enough memory to run the application. If other applications are running, try closing some of them to free some memory.

Invalid path or filename.

The path or filename that you specified in the command line is invalid. You may have misspelled it. Use the WEM Editor to enter the correct path and filename for the application you want to run.

Unable to execute application.

WEM has encountered some problem while trying to execute the application. Close other applications, and be sure your command line is correct.

Unable to execute accessory.

WEM has encountered some problem while trying to execute an accessory. If the accessory is a Windows Desktop Accessory, it probably is not in the Windows directory; be sure the accessories are properly installed in the Windows directory. If it is a user accessory, you may have misspelled the accessory program name when setting it up or it is not in the Windows directory; use the menu editor to check the information you supplied and enter a path in the command line if necessary.

Program Manager is already running.

You tried to start the Program Manager when it was already running. Use the Task List to activate the Program Manager.

File Manager is already running.

You tried to start the File Manager when it was already running. Use the Task List to activate the File Manager.

Incorrect license number entered.

The license number you entered was not valid. Be sure you typed the number exactly as listed on the registration notification. Contact the author if the your license cannot be entered.

WEM Editor Not Found.

The file "menuedit.exe" could not be found. This file must be in the Windows directory. Contact the author if the file is not included in the distribution ZIP file you are using.

WEM Editor Error Messages

Cannot access printer driver.

This error occurs if the WEM Editor is unable to determine the type of printer you are using. This information is contained in the "win.ini" file under the [Windows] section in a field labeled "devices=." Use the Control Panel to set up a default printer.

Unable to start print job.

The WEM Editor was unable to initialize the printer spooler. Be sure that the Print Manager is properly installed.

Are you sure you want to delete the menu: _____.

This is an informational message requesting confirmation before deleteing a menu. This action cannot be undone, so only delete a menu if you are sure you no longer need it.

You do not need to insert. The item is available for use.

You tried to insert when the current item is Reserved. You do not need to insert.

Cannot insert. This menu is full.

You tried to insert a menu item in a full menu. Only ten items can be listed in each menu. Delete an item in the current menu, or try to insert in another menu with "Reserved" items.

Problem Reporting

Please report any problems or suggestions for improvements to the following address or contact the author on Compuserve: 71401,2413.

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