

## Utility Menu

**Cleanup Menu Selection** - This menu option is used to clean up all or a selected group of message areas. Cleanup will use the section limits information you entered for each section in the Area Editor. Old messages will be deleted and archived during this process.

When this option is selected, all areas are displayed as checked. To display the dialog box with all areas NOT checked, hold down the Command key as the menu is selected. To by-pass the list of areas altogether, hold down the Option key as the menu is selected.

Check the areas to be included in the cleanup process and click on the Cleanup Button. CP will display a status window in the upper left of the screen, detailing its progress. CP is multifinder and System 7 aware, so it can be placed in the background and other programs can be brought to the foreground for use while the cleanup process is taking place. (The same is true on Imports - CP will import while in the background.)

**Selective Message Delete** - This menu option is used to mark specific messages for deletion.

**Selected Area** - select this option to target messages in the selected area in the drop-down menu only.

**All** - select this option to target messages in all areas currently available on the system.

**To** - Check this box to search for a match (text in the Text: field) in the To: field.

**From** - Check this box to search for a match (text in the Text: field) in the From: field.

**Subject** - Check this box to search for a match (text in the Text: field) in the Subject: field.

**Body** - Check this box to search for a match (text in the Text: field) in the Body: of all messages.

**Date** - Check this box and fill in the range of Dates to be deleted (01-01-1992 02-01-1992)

**Range** - Check this box and fill in a range of message numbers to be deleted (45 60 )

**Text** - This edit field is the string of characters to search for (in the To:, From:, Subject: or Body: fields)

**Area Menu** - This drop-down menu is used to select individual areas to search. Note: Make sure the Selected Area is also checked or CP will search all areas.

**Done Button** - When done searching and marking messages for deletion, click on this button.

**Delete Button** - When the search Text has been entered and the target fields identified, then click on this button. CP will start to search all affected areas and mark any messages that match the selected criteria for deletion during the next cleanup process.

**Cleanup Button** - Click on this button to perform a quick cleanup of the affected areas.

**AreaFix** - This menu option is used to perform AreaFix requests. AreaFix requests are special messages directed to a boss which request that certain echo areas be added and/or deleted. (Note: some systems do not support AreaFix requests).

**Boss Menu** - Use this drop-down menu to select the Boss System to which this AreaFix request should be directed.

**Area Name: (Add Areas)** - these three boxes are used to enter area names that are to be added to the message areas already being received. (Note: Just because an area is listed does not mean a Boss system carries it or has access to it). Enter the name of the echo exactly as it appears in the Echo List into one of the three boxes.

**Area Name (Delete Areas)** - these three boxes are used to enter area names that are to be deleted from the message areas already being received. Enter the name of the echo exactly as it appears in the echo list into one of the three boxes.

**Note:** Up to three areas can be added and up to three areas can be deleted during a single AreaFix request. If more are required, then additional AreaFix requests will need to be performed.

AreaFix -L-Q - this option will instruct COUNTERPoint to setup a request for the boss system to send a complete list of all echoes currently being received by your system. It also instructs the Boss system to send a text file detailing all echo areas that are currently available.

Password - this edit field is used to enter the AreaFix password, if one is required by the Boss system.

Net/Node - this is the Net/Node address of the boss system to which this AreaFix is to be directed. Selecting a boss from the drop-down menu will automatically fill in this address.

Save - This button will format and save the AreaFix requests in the form an outbound message. You can view and edit this message by selecting it via the Edit Queue Messages Menu.

Cancel - This button will terminate the AreaFix request.

File Request - This menu option is used to perform file requests (FREQ's). A FREQ is a request to another system to automatically send a file to your system if it is available. CP allows for both Fido and Internet file requests.

Boss Menu - Use this drop-down menu to select the Boss System to which this file request should be directed.

File Names - use these three edit fields to enter the names of the files to be FREQ'ed. CP can handle up to three files per request. Note: Some systems do not support file requests. Others limit the number of requests, per day or month.

If the name of a file is provided in a message, just highlight that name and select the File Request menu option and the name will automatically be inserted in the first File Name field. Remember to select the boss to which the request is directed.

Password - This edit field is used to enter a password which some systems require when file FREQ'ing.

Node - this edit field is the net/node address of the boss from which the file is being requested.

Note: Selecting a Boss from the drop-down menu will automatically insert the password and node if they are available.

Log Request - check this box to have CP record the files being requested to a 'File Request Log' TEXT file in the 'CP Stuff' folder.

Internet FREQ - check this box if a request is being directed to an Internet system. CP will automatically use the information you supplied under the Edit -> Edit System Data -> UUCP Info menu option to format the request using Internet requirements. Note: Most Fido Boss systems, unless they are also an Internet gateway, do not support this feature.

Save - This button will format and save the file requests in the form of an outbound message. You can view and edit this message by selecting it from the Edit Queue Messages Menu. In a Fidonet file request, an additional .REQ file is created for transmission to the boss system.

Cancel - This button will terminate a FREQ request.

File Attach - this menu is used to select files that are to be sent to another system during the next successful connection.

Boss Menu - use this drop-down menu to select the boss system to which the selected file will be sent. (Don't forget to select the proper boss).

Double click on the file or files to be attached to the selected boss. When done, click on the Done button.

CP will build all the necessary files (for Copernicus/Tabby this is the SendFiles.bbs file and for Macwoof this is the .CLO file).

Call Remote System - this menu option is used to start a mail session with a boss or multiple bosses.

Boss Menu - use this drop-down menu to select the boss system to be called.

Phone - this edit field contains the phone number of the boss system to call.

Password - this edit field contains the password (if any) required to establish a mail session

Zone - this edit field contains the zone number in which the boss is located

Net - this edit field contains the net number of the boss system

Node - this edit field contains the node number of the boss system

Private Point - this edit field contains the private Node number issued by the boss

Point - this edit field contains the point number of this calling system, issued by the boss.

End Time - this edit field contains the time at which dialing should stop and control be returned to CP. Note: this only works for Copernicus/Tabby module users. CP defaults to 1 hour.

Skip Queue Msgs - checking this box will instruct CP to by-pass all queue messages. That is, none of the queue messages will be placed in packets during this mail session. They will remain in the CP database until the next Call Remote System is performed.

Multi-Boss Call - check this box to gang dial several boss systems. Note: This only works with Copernicus/Tabby modules. Note: Never leave system unattended when calling long distance. Checking this box will bring up a list of all boss systems in the database. Check up to four boss systems to gang dial.

Node Lookup - If access to a node list is possible, a CP Nodelist file can be created and maintained via the Edit -> Edit System Data -> Build CP Nodelist menu option. If this feature is available and this button is clicked, then the Zone:Net/Node number supplied in the edit fields will be compared against the master CP Nodelist database and a matching phone number will be inserted into the phone number edit field for you. If you know the net/node address but do not know the phone number this is a quick way to acquire that phone number. Note: Not all systems are listed in a Nodelist and some contain unpublished numbers.

Call - Click this button to start a mail session. If running Copernicus/Tabby modules, CP will build a launch.next file and pass control to the first application. If running Macwoof or TomCat, CP will will pass control directly to those applications. You, in turn, must initiate a mail session from those controlling application.

Cancel - This button will terminate a Call request.

Import Messages - This menu option is used to import new messages from raw .pkt files. CP will automatically scan the 'CP Stuff' folder and folder supplied in the PKT path for any new .pkt files. Note: CP will only import messages from files ending in .PKT. If packets are found, CP will display a status window in the upper left of the screen and proceed to import the messages. CP is multifinder and System 7 aware, so it can be placed in the background and other programs can be brought to the foreground for use while an import process is taking place. (the same is true on Cleanup - CP will cleanup while in the background). Note: if AutoImport is checked in the Edit -> Edit System Data -> System Flags dialog box, then CP will automatically scan for new .pkts and import at startup.

AutoPilot - this menu option is used to enable and disable the AutoPilot feature. Note: if AutoPilot is checked in the Edit -> Edit System Data -> System Flags dialog box, then this feature is automatically enabled when CP launches. Holding down the option key and selecting this menu option while AutoPilot is enabled will allow the times to be shortened or extended by providing a dialog box in which you can enter the number of minutes to decrease or lengthen the time to the next AutoEvent. (-900 to 900 values are acceptable).