yesyesyesyesyesWinMacro HelpFALSENewWinMacroyesyes01/05/01

Table of Contents

Help file produced by **HELLLP!** v3.0a , a product of Guy Software, on 05/01/01 for Deana Dahley.

The above table of contents will be automatically completed and will also provide an excellent cross-reference for context strings and topic titles.   You may leave it as your main table of contents for your help file, or you may create your own and cause it to be displayed instead by using the I button on the toolbar.   This page will not be displayed as a topic.   It is given a context string of _._ , but this is not presented for jump selection.

HINT: If you do not wish some of your topics to appear in the table of contents as displayed to your users (you may want them ONLY as PopUps), move the lines with their titles and contexts to below this point.   If you do this remember to move the whole line, not part.   As an alternative, you may wish to set up your own table of contents, see Help under The Structure of a Help File.
   Do not delete any codes in the area above the Table of Contents title, they are used internally by HELLLP!

WinMacro Help File

M

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Welcome to WinMacro
What is a Macro
Why Use WinMacro?

How To ...
Record a Macro
Play a Macro
Turn a macro into a WinBatch Script
Playback a macro with a Hotkey Combination
Use multiple Macro Archive files
Add a Macro to PopMenu

Commands
File Menu
Macro Menu
Help Menu

Windows and Dialogs
WinMacro's Main Window
Advanced Record Options Dialog
Macro Save Options

File Menu

The File menu commands operate on collections of macros called Macro Archives.   A Macro Archive is a file containing one or more recorded macros.

New Archive   Creates a new macro archive.

Open Archive   Opens an existing macro archive.

Close Archive   Closes an opened macro archive.

Save Archive   Saves an opened macro archive using the same file name.

Save Archive As   Saves an opened macro archive to a specified file name.

Recent Archives   Displays a list of recently opened archives.

Exit   Exits WinMacro.

See Also:

Keyboard Shortcuts

Macro Menu

WinMacro Help File

The macro menu commands allow you to work with individual macros.

Record   Begins a macro recording session.

Play   Plays a recorded macro.

Save As   Invokes the save macro as dialog.

Delete   Removes a macro from an archive.

Edit   Invokes your favorite Winbatch Script editor.

Stop   Ends a macro recording session.

Advanced Options   Invokes the advanced options dialog.

See Also:

Keyboard Shortcuts

Help Menu

The Help menu offers the following commands to assist you with this application:

Help Contents   Offers you an index to topics on which you can get help.

About WinMacro   Displays Winmacro's version number.

WinMacro's Main Window

The main window provides you easy access to macro record and playback functionality:

Element	Action
Record Keystrokes	When checked, keystrokes are included in your macro.
Record Mouse Moves	When checked, mouse activity is included in your macro.
Advanced Record Options	Displays the Advanced Options dialog.
Macro List	Displays the name of each macro stored in the currently open Macro Archive. If a macro has a hotkey, it is displayed to the left of the macro's name.
Done	Ends this WinMacro session. Any open Macro Archive is compressed and closed.
Quit	Ends this WinMacro session. Any open Macro Archive is closed.
Tool Bar	The toolbar buttons provide shortcuts to Macro menu commands.

Advanced Record Options Dialog

WinMacro Help File

The Advanced Record Options Dialog is displayed by selecting the Advanced Options button or menu command. This dialog allows you to give your macro additional features before you begin to record.

The dialog can also be used to view the option set for a recorded macro.   The Playback Speed and Hotkey options can be changed both before and after recording.

Element	Action
Macro Activates the Window	When checked, the window you specified in the Window Name edit box is the active window at macro startup.
Record Mouse Moves Relative to Window	When checked, the window you specified in the Window Name edit box is the mouse movement origin for your macro.
Window Name	Holds the name of the Window that will be activated at macro startup and/or be the mouse movement origin for your macro.
Play Macro When Hotkeys Pressed	Check to indicate that a hotkey is associated with the macro.
Hotkey Combination	Holds the key sequence that plays your macro.
Play at Record Speed	When checked, macro playback events will occur at about the same pace as they were recorded.
Play Speed	Shrinks or stretches the time it takes to playback the macro.
Have the Macro Launch an Application	When checked, the application you specified in the Application Name edit box will be started by the macro.
Application Name	Holds the name of the application you wish your macro to start.
Browse	Invokes a file dialog to assist you in finding the name and path of the application to be launched.
Application Parameters	Holds any startup command line parameters the

application to be launched may need.

Macro Save Options Dialog

WinMacro Help File

The Macro Save Options dialog allows you to convert your recorded macro to a WinBatch Script and also make your macro available for playback anytime by adding it to PopMenu's global menu file.   This dialog is displayed by clicking the Save As button on the main window toolbar or selecting the Save As menu item form the Macro Menu.

You must select a macro from the Macro List before you can launch this dialog.

Element	Action
Save As WinBatch Script	When checked, a WinBatch script version of your recorded macro is created.
Save In	Holds the location your macro's WinBatch script will be placed in.
Browse	Launches a folder dialog to assist you selecting a folder for your macro's WinBatch script version.
Optimization	Sets the number of WIL mouse movement function calls WinMacro includes when converting your macro to a WinBatch script.
Add the Macro to PopMenu	When checked, your is macro added to PopMenu's main menu.
Macro Name	Holds the name of your recorded macro.

New Archive

Opens a new Macro Archive.   The archive is given a unique default name that appears on WinMacro's title bar.   You can change the name of the new archive and the folder for it by clicking the <u>Save Archive As</u> menu option.

Short Cut
 Keys: Ctl + N

Open Archive

Invokes the Archive Open dialog, which allows you to select a folder and Macro Archive file to open.   You can add, change and remove macros for an open Archive.

Only one Archive can be open at a time, so a currently open Archive will be closed for you. You may be asked to give a name to and select a folder for the open archive before it is closed.

Short Cut
   Keys: Ctl + O

Close Archive

Closes the currently open archive. You may not record or play a macro until you have an Archive open.

Note: WinMacro will automatically close any open archive when you open an existing or new archive, or end your WinMacro session.

Save Archive

WINMACRO HELP FILE

Saves changes to the currently open archive to permanent storage.   The archive is open and ready to go after the save operation is complete.

**Short Cut
   Keys**:   Ctl+S

Note: WinMacro attempts to remove any unused space from your archive during the save operation.   Depending on your system's performance and the size of the archive, this process may take a few moments.

Save Archive As

Invokes the Save Archive As dialog. You can use this dialog change the name of your archive.   You can also select a new folder for the archive.

It is a good idea to give your archive a content suggesting name but it is important to remember that PopMenu menus rely on the archive name and location to find and play macros.   If you change the macro archive name or location, you will need to update PopMenu's menu file for each macro in the archive that is saved as a PopMenu menu item.

See Also:

Running Macros from PopMenu

Recent Archives

WinMacro Help File

Displays a popup list of recently opened archives.   Click on an archive name to open it.

Exit

WINMACRO HELP FILE

Ends this WinMacro session.   This command is the same as selecting the Close command from the System menu or clicking the Done button on WinMacro's main window.

Record

WINMACRO HELP FILE

Starts recording a macro.   During macro recording, keystrokes and/or mouse activities are saved to the current Macro Archive.   Note that WinMacro cannot record keystrokes sent to a DOS window.

You can select the type of activity to record by checking or clearing the Record Key Strokes and Record Mouse Moves check boxes on WinMacro's Main Window before selecting this menu item.   You can set more macro attributes by clicking the Advanced Options button on the main window before you start recording.

You end macro recording by either clicking the Stop button on WinMacro's Tool Bar selecting the Stop Macro Menu item or pressing the Stop hotkey.

Short Cuts
    Keys: Alt + Ctl + Insert

    Toolbar:

See Also:

Advanced Record Options Dialog
Keyboard Shortcuts

Play

WINMACRO HELP FILE

Starts macro playback. During playback WinMacro repeats the keystrokes and/or mouse activities you recorded in the selected macro.

You select a macro for playback by clicking the macro's name in the Macro List on WinMacro's Main Window.   You will notice that the *play* Macro Menu
 item and the play toolbar button are disabled until you make a selection.

Macro playback can be interrupted at any time by pressing the   Stop hotkey.

Short Cuts
   Keys: Alt + Ctl + Home *or*
                 Press the hot key combination associated with the macro.

    Toolbar:

See Also:

Advanced Record Options Dialog
Add the Macro to PopMenu
Hotkey Combination

Save As

WINMACRO HELP FILE

Invokes the Macro Save Options dialog.   Using this dialog you can save the selected macro as a WinBatch script and as a PopMenu menu item. Save As also allows you to change the name of your macro.

You select the macro you wish to save by clicking the macro's name in the Macro List on WinMacro's Main Window. You will notice that the save as menu item and the save as toolbar button are disabled until you make a selection.

Short Cuts
Toolbar:

See Also:

Add macros to PopMenu menus
Turn a macro into a WinBatch script

Delete

Removes the selected macro from the currently open archive.   Use this item with caution.   Once a macro is deleted from an archive it is gone forever.

You select the macro you wish to delete by clicking the macro's name in the Macro List on WinMacro's Main Window. You will notice that the Delete menu item and the Delete toolbar button are disabled until you make a selection.

Short Cuts
  Toolbar:

Edit

WINMACRO HELP FILE

Invokes your favorite editor on the WinBatch script version of the selected macro.

You select the macro you wish to edit by clicking the macro's name in the Macro List on WinMacro's Main Window. You will notice that the edit menu item and the edit toolbar button are disabled until you make a selection.   The menu item and button will also be disabled, if you have not saved the selected macro as a WinBatch script.

WinMacro invokes the editor used by PopMenu when you select edit menu files menu items on PopMenu's global menu. You can use a different editor by changing the *Editor* value in the PopMenu section of the PopMenu.ini. file This file is normally found in the WinBatch system directory

Short Cuts
     Toolbar:

See Also:

Macro Save Options
Turn a macro into a WinBatch script

Stop

Terminates macro recording. When you have performed all the keystrokes and mouse activities you wish to include in you macro, click this menu item.

There are several additional key stroke combinations that stop macro recording and playback. They include: alt+ctl+delete, the "Windows" key and the ctl+break combination.

Short Cuts
Hotkey: Alt + Ctl + End

Toolbar:

See Also:

Record

Rename

WINMACRO HELP FILE

If you choose to rename your macro, simply right click on your macro's existing name, and then type in the new name of your choice.

Advanced Options

Invokes the Advanced Record Options Dialog.   Use this dialog to set and view macro attributes. To set options before you record make sure that no macro name is selected in the Macro List of WinMacro's Main Window.   After a macro has been recorded, only the hotkey and playback speed can be changed.

View a recorded macro's setting or change its hotkey or playback speed by click Advanced Options while the macro's name is selected in the Macro List

See Also:

Record

Help Contents

WINMACRO HELP FILE

Displays the WinMacro help contents. Use this menu item to display the opening screen of Help.   From the opening screen, you can jump to step-by-step instructions for using WinMacro and various types of reference information.

Once you open Help, you can click the Contents button whenever you want to return to the opening screen.

About WinMacro

WinMacro version 1.0
(Prdeck Version: 01.00.00c)

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Wilson WindowWare, Inc.

Contact Wilson WindowWare at:

http://www.Winbatch.com

TechSupport: (206) 937 - 9335

Record Keystrokes

Check this box to include keystrokes in your macro.

If a macro name is selected in the Macro list, the check box indicates its state when the macro was recorded.

NOTE: Some "system" key strokes cannot be recorded by WinMacro, such as the "Alt+tab" key sequence.   Also, WinMacro will not record hotkeys you have assigned using WinMacro or hotkeys assigned using shortcuts or the start menu.

Also, WinMacro cannot record keystrokes sent to a DOS window.

Record Mouse Moves

Check this box to include mouse movements and button clicks in your macro.

If a macro name is selected in the Macro List, the check box indicates its state when the macro was recorded.

Macro List

Displays the name of each macro stored in the currently open Macro Archive.   If a macro has an assigned hotkey combination, it is displayed to the right of the macro's name.

Select a macro name from the list by left clicking it. Once a macro is selected you can view and modify settings, play the macro, and edit its WinBatch script version by simply clicking toolbar buttons.

Right click a macro name to display the Macro popup menu. Clicking a menu command will perform the associated action on the selected macro.

Done

WinMacro Help File

Use this button to end a WinMacro session.   If a Macro Archive is open, unused space is removed and the file is closed.   You can also use the System menu's <u>Close</u> command or the File menu <u>Exit</u> command to produce the same result.

Quit

Use this button to immediately end a WinMacro session.   WinMacro does not attempt to remove unused space before closing an open archive file.

Tool Bar

The toolbar is displayed across the top of the application window, below the menu bar. The toolbar buttons provide quick access to Macro menu commands.

Click   **To**

    Begin a macro recording session.

 Invoke the save macro as dialog.

    Removes a macro from the an open archive.

Invoke your favorite Winbatch Script editor.

End a macro recording session.

Activate Window

Check this box to have your macro activated a window at startup.   An activated window is visible and receives the keyboard input.

Use the option when you are going to record keystrokes and you want to be sure a particular window receives them when the macro begins to play.

If you check this box, you will need to enter the window title in the Window Name edit box.
The window you specify in the Window Name box must be on the Windows Desktop (it can be iconic) when you start recording or playing your macro.

*Note: This option **cannot** be changed for a macro after the macro is recorded.*

Record Relative to Window

WINMACRO HELP FILE

Check this box to have all mouse movements recorded relative to the upper left hand corner of the window you specify in the Window Name edit box.

Use the option when your macro will manipulate a window's menus and controls, and the window may appear in different places of the desktop on successive runs.

The window you specify in the Window Name box must be on the Windows Desktop (it can be in icon form) when you start recording or playing your macro.

*Note: This option **cannot** be changed for a macro after the macro is recorded.*

Window Name

Type in the name of the window that will be activated at macro startup and/or be the mouse movement origin for your macro. A window's name appears in the bar at the top of a window.

Precede the text with a tilde (~) to indicate you are entering a partial name.   Your macro will then use the first window who's name contains the text typed into the edit box (minus the '~', of course).

Placing a tilde after the last character will cause your macro to look for a window whose name ends with the typed in partial name (again, minus the '~').

You must check either the Activate Window or Record Relative to Window check box to enable this dialog element.

*Note: This option **cannot** be changed for a macro after the macro is recorded.*

Play Macro When Hotkeys Pressed

WINMACRO HELP FILE

Check this box to indicate you wish to associate a hotkey with the macro. Hotkeys allow you to easily run your macro by pressing the key combination you select.

Select the keep combination by moving to the Hotkey Combination box and press the keys of your choice. View the help information for the Hotkey Combination box for details.

Note: This option can be changed for a macro after the macro is recorded.

Hotkey Combination

WinMacro Help File

The key sequences you type in this box will playback your macro. Use some combination of the *Alt*, *Ctrl*, and *Shift* keys with a *letter* key, a *number* key, an "*F*" key or an *editing* key.

If the key combination is not already in use, the keys you typed will appear in the box separated by plus (+) signs.   If the key combination is already in use , "none" will appear in the Hotkey Combination box.   When this occurs, simply try another combination.

You must check the Play Macro When Hotkeys Pressed check box to enable this dialog element.

Note: This option **can** *be changed for a macro after the macro is recorded*

Play at Record Speed

Check this box to have your macro playback keystrokes and/or mouse activity at the speed you performed them while recording.

Uncheck the box to activate the Play Speed Slider and change the playback speed.

 Note: This option can be changed for a macro after the macro is recorded.

Play Speed

WinMacro Help File

Move the slider's arrow to the left or right to change macro playback speed.   If you move the arrow to the left the mouse cursor will move more slowly across the screen and keys will be typed at a slower rate.   Moving the arrow to the right has the opposite effect.

When the arrow is set all the way to the right, the mouse cursor may move so quickly that it temporarily disappears.

Note: This option can be changed for a macro after the macro is recorded.

Launch Application

WinMacro Help File

Check this box to have your macro start another application when it starts.   The application will be started when you begin to record and at the beginning of each subsequent playback.

If you check this box, you will need to place then name of an application in the Application Name edit box.

Note: This option **cannot** *be changed for a macro after the macro is recorded.*

Application Name

WINMACRO HELP FILE

Type in the name of the application you wish the macro to start.

If the application is not located in the *current* folder, the *Windows system* folders or in a folder listed in the *PATH* environment variable, you will need to include the application's location with the name.   If you are unsure of the path, click the Browse button to start the Application Location dialog.

The application will be started by the macro before any keystrokes or mouse activities are recorded or played.

You must check the Launch Application check box to enable this edit box.

Note: This option **cannot** *be changed for a macro after the macro is recorded.*

Browse

Invokes the Application Name dialog to assist you in finding the name and location of the application your macro will launch.   The name and location you select are automatically placed in the Application Name edit box.

You must check the Launch Application check box to enable this button.

Application Parameters

Type any startup command line parameters your application may need. This information is optional and based on the requirements of the application your macro will launch.

You must check the Launch Application check box to enable this edit box.

*Note: This option **cannot** be changed for a macro after the macro is recorded.*

Save As WinBatch Script

Check this box to create a **WinBatch** script version of your recorded macro.   This plain text version of your macro can be modified with the editor of you choice.   Simply click the <u>Edit</u> button on the WinMacro <u>toolbar</u> to view and modify the script.

The script version of your macro is just like any other **WinBatch** script. You can use the full suite of WIL functions and control structures to enhance your scripts. See **WinBatch** documentation for more information about the **WIL** programming language.

The file containing the script version of your macro is given the same name as the macro and has the ".wbt" extension.

It is important to remember that the macro stored in the Macro Archive file is not changed when you edit the script version of your macro. If you do modify your script, it is a good idea to give the modified version a new name.   This reduces the chance of WinMacro overwriting your modified script. As well, WinMacro does not automatically update your WinBatch script if you re-record your macro.   You will need to invoke the Save As dialog and check the appropriate box in order to update the plain text version

Save In

Type in a location for your macro's script version. Do not include a name for your script.   The script file will automatically get the same name as the macro you are converting.

If you are unsure of the path, click the Browse button to start the Folder Finder dialog.

You must check the Save As WinBatch Script check box to enable this edit box.

Browse

WINMACRO HELP FILE

Invokes the Folder Finder dialog to assist you selecting a folder for your macro's WinBatch script version. The location you select is automatically placed in the Save In edit box.

You must check the Save As WinBatch Script check box to enable this button.

Optimization

Move the slider up or down to tell WinMacro the amount of mouse movement detail to put in your script.   Detail can make the script much longer.

If you are only interested in mouse button clicks and drag 'n drop operations, you can probably move the slider arrow to the bottom position.   WinMacro will never optimize these actions out of the script.

If, however, you are interested having your script move the mouse in a more natural way, move the arrow up for more detail.   It may also be necessary to include more detail, if your macro accesses any screen objects *without* using button clicks or keystrokes. For example, if your macro accesses a popup menu by holding the mouse over a dropdown menu item, it may be necessary to include more detail.

If you are not sure, experiment with several different settings.

You must check the Save As WinBatch Script check box to enable this slider.

Add the Macro to PopMenu

WINMACRO HELP FILE

Check this box to add you macro to PopMenu's main menu.   WinMacro will create a new PopMenu menu item with the same name as your macro.   After you end your WinMacro session, simply double click PopMenu and then the new menu item to begin macro playback.

If your macro has a hotkey combination, you can start playback from the keyboard, too.

WinMacro places macros under the "Macros" submenu of PopMenu's global menu file. If WinMacro can not find the "Macros" submenu, it will add the macro to the end of the menu file.

If your macro is recorded with the either the Activate Window or Record Relative to Window options, PopMenu will only play the macro if it can find the associated window.

Macro Name

WINMACRO HELP FILE

Type in a name for your recorded macro.   It is highly recommended that you give your macro a descriptive name that will help you remember its function.

WinMacro will use this name as the name for the WinBatch script file and as the name of the PopMenu menu item.

Keyboard Shortcuts

WinMacro Help File

Use the key combinations in the **Hotkey** column to invoke the command described in the **Response** column

Hotkey	Response
Ctl + N	Creates a new empty macro archive
Ctl + O	Invokes the Open Archive dialog
Ctl + S	Writes the open archive to disk
Atl + Ctl + Insert*	Starts macro recording.
Alt + Ctl + Home*	Starts playback of a selected macro.
Alt + Ctl + End*	Ends macro recording or playback

Ctl = Control key
Alt = Alt Key
'+' = press the listed keys at the same time. For example 'Ctl + N' means hold down the Control key and press the letter 'N' on your keyboard at the same time.

*If WinMacro finds that another application uses this key, it will attempt to assign a new key combination to the response.   You can check the key assignments by clicking the Macro menu on the menu bar of the main WinMacro window.

Record a Macro

WINMACRO HELP FILE

How To Record a New Macro:

1. Make sure a macro name is not selected in the <u>Macro List</u> on the main menu.

2. Check the <u>Record Keystrokes</u> box if you are going to be recording your keystrokes.

3. Check the <u>Record Mouse Moves</u> box if you are going to be recording your mouse movements.

4. Click the <u>Advanced Options Button</u> to set any advanced options you are interested in using. For example,   the option to <u>Play</u> your macro when hot keys are pressed.

5. Click the <u>Record</u> button and start your keystrokes and mouse moves.

What is a Macro

A macro is a saved sequence of commands or keyboard strokes that can be
stored and then recalled with a single command or keyboard stroke.

Play a Macro

WINMACRO HELP FILE

How to play a macro:

1. Select a macro for playback by clicking the macro's name in the
   Macro List on WinMacro's Main Window.

2. Press the Play button to playback your macro.

Turn a Macro into a WinBatch Script

WINMACRO HELP FILE

How to turn a macro into a WinBatch Script:

1. Right click on the name of your saved macro file listed under the "Macro Name" item in Winmacro's main dialog box.

2. Select Save As.

3. Check the box entitled Save Macro as WinBatch Script.

4. Select the directory you would like to save your WinBatch script in. You may select a directory location by using the browse button.

5. You may change the name of your script by editing the current name of your macro given at the bottom of this dialog box.   When saving as a WinBatch script, Winmacro will automatically add on the ".WBT" file extension to the file name you specify.

6. This plain text version of your macro can be modified with the editor of you choice.

Playback a Macro with a Hotkey Combination

WinMacro Help File

How to playback a macro with a Hotkey Combination:

1. Click on the <u>Advanced Options Button</u> button on WinMacro's main
    window.

2. You will need to check the checkbox entitled <u>Play Macro When Hotkeys Pressed</u> to enable this dialog element.

3. To the right of this checkbox you may type your key sequences you will use to play back
    your macro.

4. You will need to use some combination of the *Alt*, *Ctrl*, and *Shift* keys with a *letter* key, a
    number key, an "*F*" key or an *editing* key.

5. If the key combination is not already in use, the keys you typed will appear in the box
    separated by plus (+) signs.   If the key combination is already in use , *none* will appear in the <u>Hotkey</u>
    <u>Combination</u> box.   When this occurs, simply try another combination.

Use Multiple Macro Archive files

WINMACRO HELP FILE

You can use multiple archive files to group macros that have a related purpose. You can also use a separate archive file for macros that you plan to share with others.

1. Start a new Macro archive by clicking <u>New Archive</u> in the file menu.

2. Click on <u>Save Archive</u> to select a name and location for your archive.

3. Create your macros.

4. Click on <u>Close Archive</u>.   If you have not named your macro archive yet, you will be asked to do so when you close the file.

Add a Macro to PopMenu

WINMACRO HELP FILE

How to add a Macro to PopMenu:

1. Right click on the name of your macro in the <u>Macro List</u> on the main menu.

2. Select <u>Save As</u>.

3. Check the box entitled <u>Add the Macro to PopMenu's menu</u>. This will add your macro to PopMenu's main menu.

4. WinMacro uses the macro's name as the PopMenu menu item title.   You can change the PopMenu item title by changing the macro name in the box at the bottom of the dialog.

5. Now after you finish this WinMacro session you will be able to to play your macro by clicking on its PopMenu menu item.

Warning: You can change the name of the PopMenu menu item by editing the global PopMenu file. However, WinMacro will not be able to find the menu item.   This may lead to WinMacro re-adding this menu item or being unable to remove it.

Why Use WinMacro?

By the power of automation, WinMacro can help you cut down on repetitious and time-wasting tasks.

Here are a few of WinMacro's many uses.

- Automating a dialup connection.

- Backing up files and zipping them up.

- Automating software installs.

- Launching programs.

- Inserting repetitive text into documents. For example, dates and contact information

- Script generation, allowing the user to get a running start at writing a WinBatch script.

 With a simple command or keyboard stroke, your macro can whiz through tedious tasks like these, giving you more time and less heartache.