

Installation

To install DiskMan, put the DiskMan diskette in drive a or b, and from the Windows Program Manager enter "Run a or b:\install".

(If you are installing over an earlier version of DiskMan, delete desktop.cfg from the DiskMan Directory).

Overview

Welcome to Diskman, the easiest way to produce professional quality labels and listings of your entire library of personal computer disks. With just a few keystrokes, DiskMan will accept your piles, boxes, bags, stacks or whatever system you have of diskettes, create labels for them, produce a report of all your files, and give you an easy way to search for files on all those diskettes.

Here are several characteristics of DiskMan that you will want to know before you start.

1. So that we are all speaking the same language, we will assume that you have a box containing your favorite and most used diskettes, this will be your Main Storage Box.
2. You can't do much of anything before you put in a few disks, so go ahead and double click on the main box and enter a few disks before playing around with DiskMan. You will find the Add submenu under the Disk menu. You can also add disks by inserting a disk into one of your drives and clicking on that drive in the bottom of the DiskMan window.
3. Set up your label description for the particular kind of labels you use before you print any. Find this submenu in the Configure menu.
4. Save Default will tell DiskMan to remember your changes for next time you use it. If you make changes without saving your defaults, the changes will only work until you exit DiskMan.

Menu Items

STORAGE BOX

- Open - will open an existing storage box.
- New or F3 - To create a new storage box of diskettes, click on New .
- Save - is for saving changes to an existing storage box.
- Save As - will either let you name a new file box, or rename an existing file box.
- Search for File - to look for a file on a diskette that is in one of the currently open boxes. Enter the file name or a portion of the file comments.
- Reports - Select from a variety of type and destinations.
- Exit - will get you out of DiskMan

DISK

- Add or F2 - Diskman will automatically name the diskette according to the Volume ID.
- Delete - use to get rid of a whole disk of files.
- Update - use this if you have made any changes to the disk since you loaded it.
- Print Labels - select files out of the currently open box to create labels.

CONFIGURE

- Report - Choose font and header for your reports.
- Disk Drive - Select default disk drive. When you select Disk add (F2) or Disk Update (F4), DiskMan expects the disk to be added or updated to be in the default disk drive.
- Save DeskTop - DiskMan will remember which storage boxes are open and where you have them positioned for the next time you start.

WINDOW

- Cascade - or Shift F5, layers the disk boxes you are working with.
- Tile - or Shift F4, sets the disk boxes side by side

Arrange Icons - automatically rearranges the screen

Close All - shuts all the storage boxes and puts them away. Any open boxes are listed at the bottom of the Window menu.