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**Keyboard Topics**

Windows Keys

The Index contains a list of all Help topics available for 4WIN. For information on how to use Help, press F1.

## **Why Use 4WIN?**

4WIN is Windows application that minimizes, if not eliminates, the need to run a DOS shell such as COMMAND.COM. This is especially useful when not running Windows in enhanced mode, although there is still much to be gained using it there, too. Because 4WIN is a Windows application, you can avoid the problems and inefficiencies associated with running DOS applications under Windows.

## **4WIN Command Line**

### **Syntax:**

4win *[initial command]*

Use the CALL command to execute a series of statements.

## **4WIN.INI**

4WIN.INI is a file that, in order to be read, must reside in the same directory as 4WIN.EXE and is of the following form:

```
[4WIN]  
;encoded name of owner  
Owner=  
;panning window tracks cursor  
AutoTracking=TRUE  
;check for <Ctrl+C> or <Ctrl+Break>  
CheckBreak=TRUE  
;color, gray or mono icon  
IconName=color  
;default prompt  
Prompt=$p$g  
;RGB values of text color  
TextColor=192 192 192  
;RGB values of background color  
BackgroundColor=0 0 0  
;virtual text screen width  
ScreenWidth=80  
;virtual text screen height  
ScreenHeight=100  
;title of window  
WindowTitle=4WIN  
;decimal value of ASCII character for <HistoryDownKey>  
HistoryDownKey=24  
;decimal value of ASCII character for <HistoryUpKey>  
HistoryUpKey=5  
;decimal value of ASCII character for <HistorySearchKey>  
HistorySearchKey=9
```

The values shown above are the defaults. Registered users are given an encoded string for the Owner variable which results in the suppression of the registration requests. None of the variables are required, nor does 4WIN.INI need to exist.

## Running External Applications

Both Windows and DOS applications may be run from the 4WIN prompt. However, you should ensure that the .PIF file for a given DOS application does not close its window on exit if there is output that you care to view after the DOS program has terminated. Files with the extensions .BAT are run by the operating system command processor unless you use the CALL command. 4WIN honors the [Extensions] sections of WIN.INI, but if a given file extension does not have an association, trying to execute it will usually corrupt the system.

## **Execution Precedence**

4WIN internal commands are given the highest priority. If a file name is entered with no extension, 4WIN will try the extensions .4WB, .COM, .EXE and .BAT in order.

**Virus Protection**

If 4WIN detects that it has been modified in any way, it will refuse to run.

## **Why Register?**

The main reason to purchase any program is because it is ethically correct. Not registering is an abuse of the shareware concept and in the long run will cause this method of distribution to disappear. 4WIN represents a large investment of time and money and as such the author expects compensation if you use 4WIN beyond the trial period. You need only register once for all 1.x versions of 4WIN.

## Shareware Notice & Disclaimer

4WIN 1.10

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?

**Syntax:**

?

**Purpose:**

Displays the available commands.

## **ABOUT**

### **Syntax:**

about

### **Purpose:**

Displays information concerning 4WIN.

## **ATTRIB**

### **Syntax:**

`attrib [{+|-}{A|S|H|R}]... [drive:][path][filename]`

### **Purpose:**

Displays and optionally changes file attributes.

### **Comments:**

The file attributes are as follows:

A	Archive
S	System
H	Hidden
R	Read-only

### **Note:**

You may display, but not change, the attributes on any file that Windows has open if SHARE is loaded.

## **BEEP**

### **Syntax:**

beep

### **Purpose:**

Causes the system speaker to beep.

## **CALL**

### **Syntax:**

*call [drive:][path]filename [parameters]*

### **Purpose:**

Processes commands from the specified file.

### **Comments:**

Within the called file, its name is substituted for %0. The parameters %1 to %9 are replaced sequentially with those supplied on the command line. Any parameter that begins with a / belongs to the CALL statement. Commands prefaced with an @ will not be displayed. Calls may be nested up to 4 levels deep with up to 9 parameters per call.

### **Note:**

There is no default extension for the called file. A file with the extension .4WB may be entered without its extension or the command CALL. If this form is used within another file, control will not be returned there.

## **CD/CHDIR**

### **Syntax:**

`cd [drive:][path]`

### **Purpose:**

Changes a directory to a different path; displays the working directory.

## **CDD**

### **Syntax:**

`cdd [drive:][path]`

### **Purpose:**

Changes the drive and directory.

### **Note:**

4WIN supports implicit CDD. If a valid drive and/or path is entered the current drive and directory will be changed accordingly.

**CLS**

**Syntax:**

cls

**Purpose:**

Clears the screen.

## **COLOR**

### **Syntax:**

color *[text RGB values] [background RGB values]*

### **Purpose:**

Changes the text and background colors.

### **Note:**

The RGB values are a triplet of integers that specify the relative intensities of red, green and blue, respectively. These settings can range from 0 (minimum intensity) to 255 (maximum intensity). Entering COLOR with no arguments sets the colors to the default values.

Some combinations of the background RGB values result in a dithered, rather than a pure color. This causes an undesirable effect during window scrolling. By manually resizing the window height, this condition can be negated.

## **COPY**

### **Syntax:**

`copy [drive:][path]sourcefile [drive:][path][targetfile]`

### **Purpose:**

Copies one or more files to another location.

## **DATE**

### **Syntax:**

date *[mm-dd-yy]*

### **Purpose:**

Displays or sets the date.

## **DEL/ERASE**

### **Syntax:**

del [*drive:*][*path*][*filename*]...

### **Purpose:**

Deletes one or more files.

## **DIR**

### **Syntax:**

`dir [/i>{A|W}]... [drive:][path][filename]`

### **Purpose:**

Lists the files in a directory.

### **Comments:**

The switches are as follows:

<code>/A</code>	List all files
<code>/W</code>	List in wide format

## **DISK**

### **Syntax:**

disk [*drive:*]

### **Purpose:**

Displays the status of the disk.

## **ENV**

### **Syntax:**

env [4win[ save]]|dos]

### **Purpose:**

Displays the 4WIN or DOS environment and optionally saves the current 4WIN settings.

### **Note:**

4WIN is used if no parameter is given.

## **EXIT**

### **Syntax:**

exit [*windows*]

### **Purpose:**

Closes 4WIN and optionally exits Windows if all the loaded applications agree.

## **GOTO**

### **Syntax:**

`goto label`

### **Purpose:**

Jumps to the specified label in a called file.

## HELP

### **Syntax:**

help *[command]*

### **Purpose:**

Invokes the Windows help engine.

## **HISTORY**

### **Syntax:**

history

### **Purpose:**

Displays the last 10 commands.

## **IF**

### **Syntax:**

```
if condition then  
.  
.  
.  
endif
```

### **Purpose:**

Provides conditional execution of commands

### **Comments:**

Valid conditions are:

*errorlevel [value]*

*exist [drive:][path]filename*

*string1 operator string2*

Valid operators are:

eq	strings are equal
ne	strings are not equal
lt	string1 is less than string2
le	string1 is less than or equal to string2
gt	string1 is greater than string2
ge	string1 is greater than or equal to string2

### **Note:**

Only 4WIN internal commands return an errorlevel.

## **LOAD**

### **Syntax:**

load *[drive:][path]filename [parameters]*

### **Purpose:**

Loads the specified file as an icon.

## **MD/MKDIR**

### **Syntax:**

md [*drive:*]*path*

### **Purpose:**

Makes a directory.

## **MEMORY**

### **Syntax:**

memory

### **Purpose:**

Displays a report of the system memory.

## **MOVE**

### **Syntax:**

`move [drive:][path]sourcefile [drive:][path][targetfile]`

### **Purpose:**

Copies one or more files to another location. The source file or files are deleted if possible.

### **Note:**

To logically copy files from one directory to another on the same drive, use the REN/RENAME command.

## **PATH**

### **Syntax:**

path

### **Purpose:**

Displays the current path.

## **PAUSE**

### **Syntax:**

pause

### **Purpose:**

Halts processing of commands until a key is pressed.

## **PROFILE**

### **Syntax:**

*profile section [[drive:][path][filename]]*

### **Purpose:**

Displays the section of the initialization file.

### **Note:**

WIN.INI is used if no file is given. The path is searched unless it is overridden.

## PROMPT

### Syntax:

prompt [*text*][*\$character*]...

### Purpose:

Changes the 4WIN command prompt.

### Comments:

PROMPT supports the following meta characters:

\$\$	The \$ character
\$_	RETURN-LINEFEED
\$4	The 4WIN version
\$b	The   character
\$d	The current date
\$e	ESCAPE
\$g	The > character
\$h	BACKSPACE
\$l	The < character
\$n	The default drive
\$p	The current directory of the default drive
\$q	The = character
\$t	The current time
\$v	The DOS version
\$w	The Windows version

### Note:

Entering PROMPT with no arguments sets the prompt to \$p\$g.

## **RD/RMDIR**

### **Syntax:**

`rd [drive:]path`

### **Purpose:**

Deletes a directory.

## **REM**

### **Syntax:**

rem *[comment]*

### **Purpose:**

Used for documentation purposes.

## **REN/RENAME**

### **Syntax:**

`ren [drive:][path]oldfilename [drive:][path]newfilename`

or

`ren [drive:][path]olddirectoryname [drive:][path]newdirectoryname /d`

### **Purpose:**

Changes the names of one or more files; changes the name of a directory

### **Note:**

You are allowed to rename files to another directory as long as they are on the same drive. To copy files to a different drive, use the MOVE command.

You may not rename any file that Windows has open if SHARE is loaded.

## **RETURN**

### **Syntax:**

return [end]

### **Purpose:**

Exits a called file.

### **Comments:**

With no parameters only the current called file is terminated.

## **TASK**

### **Syntax:**

task *[[activate|close|max|min|restore][ handle]]*

### **Purpose:**

Performs the requested action on the task referenced with the specified handle as returned when Running External Applications or using the LOAD command.

### **Note:**

If no parameters are given, the names and handles of all the currently loaded tasks will be displayed. If no handle is given, the action is applied to 4WIN.

## **TIME**

### **Syntax:**

time [*hours[:minutes[:seconds[.hundredths]]*]

### **Purpose:**

Displays or sets the time.

## TYPE

### **Syntax:**

type *[drive:][path]filename...*

### **Purpose:**

Displays the contents of one or more files as text on the screen.

**VER**

**Syntax:**

ver

**Purpose:**

Prints the DOS, Windows and 4WIN version numbers.

## **VERIFY**

### **Syntax:**

verify [on|off]

### **Purpose:**

Turns the verify switch on of off when writing to a disk; displays the current verify setting.

## **VOL**

### **Syntax:**

vol [*drive:*]

### **Purpose:**

Displays the disk volume label.

## **Miscellaneous**

Help on any command can be obtained by the use of the `/?` switch.

`<Ctrl+S>` will pause a command.

`<Esc>` will abort a command.

The following history keys may be redefined in 4WIN.INI:

`<Ctrl+E>` will retrieve commands from the newest to oldest.

`<Ctrl+X>` will retrieve commands from the oldest to newest.

`<Tab>` will retrieve the newest command that matches as many characters as are currently displayed.



## **Windows Keys**

The keyboard topics below come from Help for Windows. Choose from the following list to review the keys used in Windows:

[Cursor Movement Keys](#)

[Dialog Box Keys](#)

[Editing Keys](#)

[Help Keys](#)

[Menu Keys](#)

[System Keys](#)

[Text Selection Keys](#)

[Window Keys](#)

## Cursor Movement Keys

<b>Key(s)</b>	<b>Function</b>
DIRECTION key	Moves the cursor left, right, up, or down in a field.
End or Ctrl+Right Arrow	Moves to the end of a field.
Home or CTRL+Left Arrow	Moves to the beginning of a field.
PAGE UP or PAGE DOWN	Moves up or down in a field, one screen at a time.

## Dialog Box Keys

<b>Key(s)</b>	<b>Function</b>
TAB	Moves from field to field (left to right and top to bottom).
SHIFT+TAB	Moves from field to field in reverse order.
ALT+letter	Moves to the option or group whose underlined letter matches the one you type.
DIRECTION key	Moves from option to option within a group of options.
ENTER	Executes a command button. Or, chooses the selected item in a list box and executes the command.
ESC	Closes a dialog box without completing the command. (Same as Cancel)
ALT+DOWN ARROW	Opens a drop-down list box.
ALT+UP or DOWN ARROW	Selects item in a drop-down list box.
SPACEBAR	Cancel a selection in a list box. Selects or clears a check box.
CTRL+SLASH	Selects all the items in a list box.
CTRL+BACKSLASH	Cancel all selections except the current selection.
SHIFT+ DIRECTION key	Extends selection in a text box.
SHIFT+ HOME	Extends selection to first character in a text box.
SHIFT+ END	Extends selection to last character in a text box

## Editing Keys

<b>Key(s)</b>	<b>Function</b>
Backspace	Deletes the character to the left of the cursor. Or, deletes selected text.
Delete	Deletes the character to the right of the cursor. Or, deletes selected text.

## Help Keys

<b>Key(s)</b>	<b>Function</b>
F1	<p>Gets Help and displays the Help Index for the application. If the Help window is already open, pressing F1 displays the "Using Windows Help" topics.</p> <p>In some Windows applications, pressing F1 displays a Help topic on the selected command, dialog box option, or system message.</p>
SHIFT+F1	<p>Changes the pointer to  so you can get Help on a specific command, screen region, or key. You can then choose a command, click the screen region, or press a key or key combination you want to know more about.</p> <p>(This feature is not available in all Windows applications.)</p>

## Menu Keys

<b>Key(s)</b>	<b>Function</b>
Alt	Selects the first menu on the menu bar.
Letter key	Chooses the menu, or menu item, whose underlined letter matches the one you type.
Alt+letter key	Pulls down the menu whose underlined letter matches the one you type.
LEFT or RIGHT ARROW	Moves among menus.
UP or DOWN ARROW	Moves among menu items.
Enter	Chooses the selected menu item.

## System Keys

The following keys can be used from any window, regardless of the application you are using.

<b>Key(s)</b>	<b>Function</b>
Ctrl+Esc	Switches to the Task List.
Alt+Esc	Switches to the next application window or minimized icon, including full-screen programs.
Alt+TAB	Switches to the next application window, restoring applications that are running as icons.
Alt+PrtSc	Copies the entire screen to Clipboard.
Ctrl+F4	Closes the active window.
F1	Gets Help and displays the Help Index for the application. (See <a href="#">Help Keys</a> )

## Text Selection Keys

<b>Key(s)</b>	<b>Function</b>
SHIFT+LEFT or RIGHT ARROW	Selects text one character at a time to the left or right.
SHIFT+DOWN or UP	Selects one line of text up or down.
SHIFT+END	Selects text to the end of the line.
SHIFT+HOME	Selects text to the beginning of the line.
SHIFT+PAGE DOWN	Selects text down one window. Or, cancels the selection if the next window is already selected.
SHIFT+PAGE UP	Selects text up one window. Or, cancels the selection if the previous window is already selected.
CTRL+SHIFT+LEFT or RIGHT ARROW	Selects text to the next or previous word.
CTRL+SHIFT+UP or DOWN ARROW	Selects text to the beginning (UP ARROW) or end (DOWN ARROW) of the paragraph.
CTRL+SHIFT+END	Selects text to the end of the document.
CTRL+SHIFT+HOME	Selects text to the beginning of the document.

## Window Keys

<b>Key(s)</b>	<b>Function</b>
ALT+SPACEBAR	Opens the Control menu for an application window.
ALT+Hyphen	Opens the Control menu for a document window.
Alt+F4	Closes a window.
Alt+Esc	Switches to the next application window or minimized icon, including full-screen programs.
Alt+TAB	Switches to the next application window, restoring applications that are running as icons.
Alt+ENTER	Switches a non-Windows application between running in a window and running full screen.
DIRECTION key	Moves a window when you have chosen Move from the Control menu. Or, changes the size of a window when you have chosen Size from the Control menu.

