

## Rename File Window

WavSorter displays the Rename File window when you select a file in the File listbox, and select Rename from the File menu.

The current name of the file is displayed here; edit it to change the name of the file (remember that DOS filenames consist of a maximum of eight characters, a period (.), and a three-letter extension).

Click **Rename** to rename the file, or click **Cancel** to skip it.

## Rename Directory Window

WavSorter displays the Rename Directory window when you select a directory in the Directory listbox, and select Rename from the File menu.

The current name of the directory is displayed here; edit it to change the name of the directory (remember that DOS directory names consist of a maximum of eight characters, a period (.), and a three-letter extension, just like filenames).

Click **Rename** to rename the directory, or click **Cancel** to skip it.

## Create Directory Window

WavSorter displays the Create Directory window when you select a directory in the Directory listbox, and select Create Directory from the File menu. When you create a new directory, you'll create it as a subdirectory of the selected directory.

The name of the directory you selected is shown in the top box. Enter the name of the new directory in the lower box.

Click **OK** to create the new directory, or click **Cancel** to skip it.

## Delete Directory Window

WavSorter displays the Delete Directory window when you select a directory in the Directory listbox, and select Delete Directory from the File menu.

This window displays the name of the directory you selected. Double-check the name, and either click OK to proceed or click **Cancel** to skip it.

## Directory Not Empty Window

WavSorter displays the Directory Not Empty window when you try to delete a directory that has files in it. This is a safety feature, since deleting a directory also means deleting the files in it. You have two choices:

- Click **Continue** to tell WavSorter to proceed, *and delete all the files in the directory*.
- Click **Cancel** to abort the entire operation.

You have an additional option with **Continue**: if Confirm Deletes is checked, you can proceed, and then decide for each file individually whether to delete it. Note, however, that if you leave any files in the directory, you can't delete the directory when you're done (and WavSorter will remind you with yet another message).

## Folder Not Empty Window

WavSorter displays the Folder Not Empty window when you try to delete a folder (which represents a directory) that has files in it. This is a safety feature, since deleting a directory also means deleting the files in it. You have two choices:

- Click **Continue** to tell WavSorter to proceed, *and delete all the files in the directory represented by the folder.*
- Click **Cancel** to abort the entire operation.

You have an additional option with **Continue**: if **Confirm Deletes** is checked, you can proceed, and then decide for each file individually whether to delete it. Note, however, that if you leave any files in the directory, you can't delete the directory when you're done (and WavSorter will remind you with yet another message).

## Create File Association Window

### **WavSorter Pro Feature!**

WavSorter displays the Create File Association windows when you select Windows File Association from the Edit menu. It lets you create or change a Windows file association.

## Assign System Sounds Window

### **WavSorter Pro Feature!**

WavSorter displays the Assign System Sounds window when you select Windows System Sounds from the Edit menu. It lets you change the sounds Windows associates with certain system events.



## Warning Window

WavSorter displays this window when you try to delete a folder (which represents a directory) that has files in it. This is a safety feature, since deleting a directory also means deleting the files in it. You have two choices:

- Click **Continue** to tell WavSorter to proceed, *and delete all the files in the directory*.
- Click **Cancel** to abort the entire operation.

You have an additional option with **Continue**: if **Confirm Deletes** is checked, you can proceed, and then decide for each file individually whether to delete it. Note, however, that if you leave any files in the directory, you can't delete the directory when you're done (and WavSorter will remind you with yet another message).

## Edit Folder Window

This window lets you create or change a folder's label, and assign or reassign the directory it represents; or clear a folder (make it turn gray).

[Setting Up an Empty \(Gray\) Folder](#)

[Changing a Folder's Directory Assignment](#)

[Changing Only a Folder's Label](#)

[Clearing a Folder \(Making it Turn Gray\)](#)

See Also: [Working with Folders](#)

## Setting Up an Empty (Gray) Folder

- Select a directory in the Directory listbox. Hold down the Shift key and drag the directory name to a gray folder, and drop it.

Or:

- Select a directory in the Directory listbox. Click on a gray folder; it will be highlighted. Then select Folder from the Edit menu.

WavSorter displays the Edit Folder Window. The Current box will be empty, because this folder hasn't been set up yet. The New box shows the directory you selected in the Directory listbox.

If you want to select a *different* directory to assign to the folder, click **Browse**. WavSorter displays a dialog box that lets you select a new drive and directory. When you've done that, click **OK** in that dialog box to return to the Edit Folder Window.

Type a label for the folder in the Label box. Labels can be no more than eight characters long.

Press Enter, or click **OK**. The folder will turn blue, indicating that it's been set up.

## Changing a Folder's Directory Assignment

If you want to change the directory assigned to a folder:

- Select a directory in the Directory listbox. Hold down the Shift key and drag the directory name to the blue folder you want to change, and drop it.

Or:

- Click on the blue folder; it will be highlighted. Then select Folder from the Edit menu.

WavSorter displays the Edit Folder Window. The Current box shows the directory currently assigned to the folder. The New box shows the directory you selected in the Directory listbox.

If you want to select a *different* directory to assign to the folder, click **Browse**. WavSorter displays a dialog box that lets you select a new drive and directory. When you've done that, click **OK** in that dialog box to return to the Edit Folder Window.

If you also want to change the folder's label, type the new label for the folder in the Label box. Labels can be no more than eight characters long.

Press ENTER, or click **OK**.

## Changing Only a Folder's Label

Select the folder by clicking on it, then select Folder from the Edit menu. WavSorter displays the Edit Folder Window. Type the new label in the Label box, then press ENTER, or click OK.

## Clearing a Folder (Making it Turn Gray)

You can also use the Edit Folder Window to clear a folder; this means that it will no longer have a directory assigned to it, nor will it have a caption.

Click on a blue folder; it will be highlighted. Then select Folder from the Edit menu.

WavSorter displays the Edit Folder Window. Click **Clear Folder**; WavSorter sets the directory and label to blank. Then press ENTER, or click **OK** to officially clear the folder; or, if you change your mind, just click **Cancel**.

## Duplicate Files Window

If, while copying or moving a file, you encounter a file at the destination with the same name as the one you are copying or moving, the operation is halted and WavSorter displays the Duplicate File Names window.

The file you want to copy or move (called the "source" file) appears on the left, the file with the same name at the destination (called the "target" file) appears on the right.

WavSorter displays the statistics and directory of both files, to give you one basis for comparing the two. Another way to compare the files is to click either file's **Listen** button, to play the files.

You have several options in this window for how to proceed:

- Click the **Replace** button to delete the target file and copy or move the source file to the destination.
- Click the **Rename** button to open the Rename File window, enter a new name for the source file, and press ENTER or click **OK**. The source file will be renamed and copied or moved to the destination.
- Clicking the **Delete** button will delete the source file from the source directory, and then continue.
- Click **Skip** to skip the operation for this file, and continue with any files remaining in the operation.
- Click **Cancel** to abort the entire operation; any files remaining to be copied or moved won't be, but (of course) files copied or moved previously stay that way (this isn't an Undo button).

**Hint:** *Right-click on the file name for the complete path of the file.*

## **File Statistics**

Provides information about file size, date and time last saved or changed, and attributes (hidden, system, readonly, normal, and archive).

See: [Displaying File Statistics](#)



## Directory Statistics

Provides information about the size of the currently-selected directory, and the number of files contained in that directory.

See: [Displaying Directory Statistics](#)

## Create Directory

Lets you create a new directory under the currently-selected directory.

See: [Creating a Directory](#)

## Delete Directory

Deletes the selected directory.

See: [Deleting a Directory](#)

## **Rename File**

Opens a window for renaming the selected file.

See: [Renaming a File](#)

## **Rename Directory**

Opens a window for renaming the selected directory.

See: [Renaming a Directory](#)

## Exit

Clicking on this exits WavSorter. If you've changed your configuration and haven't saved the changes to a configuration file, WavSorter will ask you if you want to save your configuration.

## Edit Folder

This item displays a window in which you assign a directory and a label to folders, or clear a folders label and directory assignment.

See: [Working with Folders](#)  
[Edit Folder Window](#)

## **Edit Custom Toilet Sound**

This item displays a dialog box in which you select a custom sound WavSorter will use when deleting. WavSorter will use your file when you select Custom Toilet Sound under the Sound Effects item on the Options menu.

See: [Toilet \(Deletion\) Sound Effect Options](#)



## **Edit Custom Launch Sound**

This item displays a dialog box in which you select a custom sound WavSorter will use when launching a file. WavSorter will use your file when you select Custom Launch Sound under the Sound Effects item on the Options menu.

See: [Launch Sound Effect Options](#)

## Edit Windows System Sounds

### WavSorter Pro Feature!

Yes indeed, with WavSorter Pro you can assign system sounds from within WavSorter. Nice touch.

See: [Assigning System Sounds](#)

## **Edit Custom Drag/Drop Icon**

Displays a dialog box for choosing and assigning your own icon for drag and drop operations.

See: [Assigning Drag Icons](#)

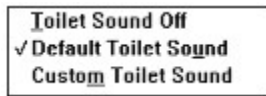
## Edit Windows File Association

**WaySorter Pro Feature!**

Opens a window for associating a file extension with an .EXE, .COM, .BAT, or .PIF file.

See: [Associating a File](#)  
[Launching Files](#)

## Toilet Sound Effect



These three items control the sound effect associated with deleting something. Only one of the three items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

See: [Toilet \(Deletion\) Sound Effect Options](#)

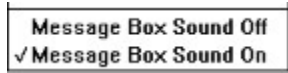
## Launch Sound Effect



These three items control the sound effect associated with launching a file. Only one of the three items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

See: [Launch Sound Effect Options](#)

## Message Box Sounds



WavSorter can use the Windows system event sounds as a sound effect to accompany the various message dialog boxes it displays. Select **Message Box Sound Off** or **Message Box Sound On** to control whether WavSorter uses these sounds.

See: [System Event Sounds](#)

## Drag Icon Options



These four items select the icon used during drag operations. Only one of the four items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

See: [Configuring Drag Icons](#)



## Confirm Deletes

If this item is checked, you will be prompted for confirmation before a file is deleted. Toggle this item on and off by clicking on it. By default, Confirm Deletes is always on when you start WavSorter.

See: [Deleting a File](#)  
[Deleting a Directory](#)  
[Deleting the Contents of a Folder](#)

## Show Size in KB

If this item is selected, file size and directory size will be displayed in kilobytes. Otherwise, size is displayed in bytes. Toggle this item on and off by clicking on it.

See: [File Statistics](#)  
[Directory Statistics](#)

## Show Sound Queue

This option controls whether WavSorter displays a window showing the sound queue while its playing files. The Sound Queue Window shows the files in the queue, and the file currently playing.

See: [Playing the Contents of a Folder](#)  
[Playing the Files in a Directory](#)  
[Configuring WavSorter](#)

## Default Drag/Drop Operation

The third-level menu items Copy and Move control which type of operation is performed by a drag-and-drop. You can override the default by holding down the Ctrl key while you drag (if the default is move, it becomes copy; if the default is copy, it becomes move)..

See: [Default Drag Operation](#)

## Load Configuration

**WavSorter Pro Feature!**

Opens a dialog box for selecting and then loading a stored configuration.

See: [Managing Configurations](#)  
[Configuring WavSorter](#)

## Save Current Configuration

Saves your current configuration to disk, so that it can be used next time you start WavSorter.

**WavSorter Pro Feature!**

WavSorter Pro can store *multiple* configurations.

See: [Configuring WavSorter](#)

## Save Current Configuration As

<b><u>WavSorter Pro Feature!</u></b>
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Displays a dialog box for saving your current configuration under a name other than the one you are now using.

See: [Managing Configurations](#)  
[Configuring WavSorter](#)

## New Configuration

<b><u>WavSorter Pro Feature!</u></b>
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This item resets all the settings in WavSorter to their defaults, and empties all the folders (makes them grey, or not set up; it doesn't do anything to their assigned files or directories). This is useful to make WavSorter a "blank slate" for you to start a new configuration.

See: [Managing Configurations](#)  
[Configuring WavSorter](#)



## Contents

WOW!! A complete help system! If you've ever written help files, you'll appreciate that on-line, context-sensitive help is not a trivial feature. Clicking on this item opens the help window and provides you with a list of WavSorter help topics.

See: [Help Contents](#)

## Search

Opens a dialog box for searching WavSorter help. Works very much like using an index.

## Magic Target Help

Well, you've come full-circle: you're using Magic Target Help right now. Cool, huh? Leave me a message and let me know what you think.

Oh, by the way: if you're trying to turn off Magic Target Help, click on the box labeled "Click here when done with MT help." You're welcome.

See: [Using Magic Target Help](#)

## Getting Started

This item provides an overview of WavSorter, a quick start guide, and a description of WavSorter Pro.

See: [Getting Started](#)

## Shortcuts and Techniques

Want shortcuts and techniques? After spending many hundreds of hours developing this program, I've become quite familiar with the interface. Besides, I wrote it...

See: [Shortcuts and Techniques](#)

## WavSorter Pro

When you register, you'll receive WavSorter Pro. Click on this item to find out about the awesome, amazing features available in WavSorter Pro.

See: [WavSorter Pro](#)

## Registration

I know, I know, WavSorter Pro is already a great value at only \$24.00 but I'm generous to a fault. Click on this item to find out about the other benefits available to registered owners.

See: [Registering WavSorter](#)

## Register

THANK YOU! Clicking this item opens a window for ordering WavSorter Pro. You simply type in the information and click on "Print Order" to print out your order. Enjoy!

[REGISTER NOW!](#)



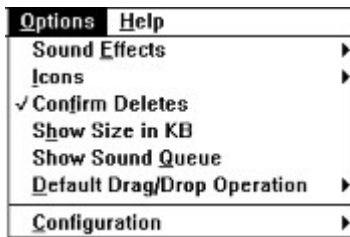
## About WavSorter

Displays information about WavSorter, including version number.

## **FileName Panel**

When you select a file, WavSorter displays its complete path in this box.

# Configuring WavSorter



You control how WavSorter works with items on the Options menu (one exception is your selection for the type of file displayed, which is controlled by the File Type controls).

WavSorter remembers your configuration, so that your selections will be used the next time you run WavSorter. If you have the registered version, WavSorter Pro, you can keep multiple configurations.

**Sound Effects** are the sounds associated with WavSorter's deletion and file-launching operations.

**Icons** are the mouse pointers used during drag and drop operations.

**Confirm Deletes** controls whether WavSorter asks you if you're sure when you tell it to delete something.

**Show Size in KB** determines the format in which WavSorter displays the size of files. If it's checked, WavSorter uses kilobytes (KB, or multiples of 1024 bytes); if it's not checked, WavSorter displays file sizes in bytes.

**Show Sound Queue** controls whether WavSorter pops up a window displaying the sound queue when you're playing sound files.

**Default Drag/Drop Operation** determines whether moving or copying is the action performed by dragging.

**Configuration** has several commands that let you save your current configuration, and (if you have WavSorter Pro) manage multiple configurations.

Also, the File Type controls provide a file extension filter, which determines what kinds of files WavSorter lists in the File listbox.

## Configuring Sound Effects

<b>Options</b> <b>Help</b>	
<b>Sound Effects</b>	Toilet Sound Off
Icons	<input checked="" type="checkbox"/> Default Toilet Sound
<input checked="" type="checkbox"/> Confirm Deletes	Custom Toilet Sound
Show Size in KB	Launch Sound Off
Show Sound Queue	<input checked="" type="checkbox"/> Default Launch Sound
Default Drag/Drop Operation	Custom Launch Sound
<b>Configuration</b>	<b>Message Box Sounds Off</b>

This item selects the sound effect associated with WavSorter operations:

- **Deletion**, when you use the **Delete** button (by default accompanied by the toilet sound)
- **File launching**, when you use the **Launch** button.
- **Message Box Sounds**, the sound effect that accompanies a dialog box containing a message from WavSorter.

In each section, only one of the items can be selected (checked) at a time. You select an item by simply selecting the menu item.

## Toilet (Deletion) Sound Effect Options



These three items control the sound effect associated with deleting something. Only one of the three items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

**Toilet Sound Off** means that no sound effect will be associated with deleting.

**Default Toilet Sound** means that you'll hear the sound of your file hitting the water when you drop it in the toilet (especially gratifying if it's a large file you paid long-distance charges to download, then felt ripped off).

**Custom Toilet Sound** selects the custom delete sound you selected with Custom Toilet Sound on the Edit menu. WavSorter copies the selected file to the WavSorter program directory, and gives you the option of deleting the old custom sound file.

## Launch Sound Effect Options



These three items control the sound effect associated with launching a file. Only one of the three items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

**Launch Sound Off** means that no sound effect will be associated with launching.

**Default Launch Sound** selects the sound of a car starting.

**Custom Launch Sound** selects the custom launch sound you selected with Custom Launch Sound on the Edit menu. WavSorter copies the selected file to the WavSorter program directory, and gives you the option of deleting the old custom sound file.

## Message Box Sound Effect Options

Message Box Sound Off
✓ Message Box Sound On

WavSorter can use the Windows system event sounds as a sound effect to accompany the various message dialog boxes it displays. Select **Message Box Sound Off** or **Message Box Sound On** to control whether WavSorter uses these sounds.

## Configuring Drag Icons



These four items select the icon used during drag and drop operations. Only one of the four items can be selected at a time; the one that's selected is checked. Check an item by selecting it from the menu.

**Doggie Icon** selects Socrates the dog, who will faithfully carry your files and objects to their destinations.

**Spaceship Icon** selects a spaceship.

**Custom Icon** uses the icon you selected with the Custom Drag/Drop Icon on the Edit menu.

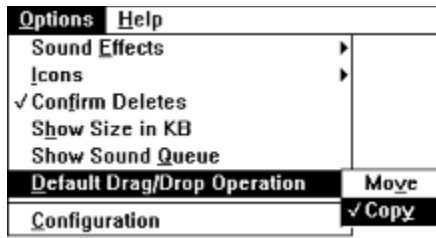
**Default Icon** selects a more conservative icon.



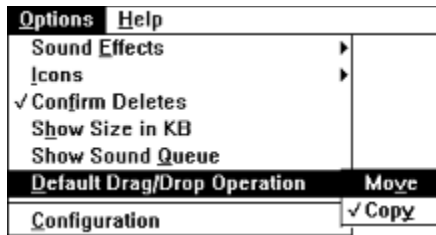
## Default Drag Operation

The default drag operation is the one which does not require holding down the Ctrl key when you start the drag. You can specify whether you want *move* as the default or *copy*, using the Default Drag/Drop Operation item on the Options menu.

This item has a third-level menu, listing the choices Move or Copy. The current default is indicated by a check mark; only one can be checked at a time. The one you select becomes the current (checked) default.



Select Copy to make it the default.



Select Move to make it the default

## Confirm Deletes

If the Confirm Deletes item on the Options Menu is checked, you will be prompted for confirmation before a file is deleted. Toggle this item on and off by clicking on it. By default, Confirm Deletes is always on when you start WavSorter.

## Managing Configurations



WavSorter stores your configurations in a file in the WavSorter program directory. If you've made changes and then try to exit WavSorter, you'll first be asked whether you want to save your current configuration. WavSorter displays the name of your current configuration file in the caption.

Only **Save Current** is available in the evaluation version of WavSorter; it saves your current configuration in the current configuration file. You can maintain only one configuration in this version.

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### **WavSorter Pro Feature!**

In addition, WavSorter Pro can store and load *multiple* configurations.

See: [Using Multiple Configurations](#) for more information.

## Using Multiple Configurations

### **WavSorter Pro Feature!**

A central concept of WavSorter is that you should be allowed to customize the interface to suit your own personality and style of working. Furthermore, you should be allowed to customize WavSorter for a variety of tasks and uses.

To suit your own personality and style, WavSorter gives you choices about how it operates, and remembers your preferences in a *configuration file*. You can:

- Position WavSorter windows on the screen, and have WavSorter put them in the same place next time you use them;
- Choose the drag icon you want to use, either from choices provided by WavSorter, or a graphic file you specify;
- Specify whether or not to use sound effects; and choose from the sound effects WavSorter provides, or specify your own;
- Specify whether WavSorter show sizes in bytes or kilobytes (KB) when displaying file statistics;
- Specify whether WavSorter asks you to confirm deletes;
- Customize folders, by assigning directories to them and attaching labels;
- Choose between move or copy as the default drag operation.

As a result, you can create multiple configurations of WavSorter, *each customized for a specific task*. For example, you might have one configuration for sorting wav files, another for MIDI files, and maybe one to serve as a jukebox. Heck, you can even create configurations for non-sound files. Sort documents, text files, database files, spreadsheets, or any other type of files you want. I'm sure there are many other uses for WavSorter. If you think of one, send me a message. Thanks.

See: [Multi-stage sorting](#)

## File Extension Filter

A "file extension filter" is a DOS filename pattern, such as \*.WAV, that filters out all filenames that don't match the pattern. In the example, the asterisk (\*) means "any characters in the first eight positions of the filename," while the .WAV part means that the last three letters (the extension) must be WAV.

In WavSorter, setting the file extension filter controls the files displayed in the File listbox. You set the filter with the File Type controls.

There are two ways to set the file extension filter:

- Click on the arrow next to the File Type box, select the extension you want from list, and press Enter.

Or:

- In the file type box, type the extension you want and then press Enter.

# Working with Directories

[Creating a Directory](#)

[Renaming a Directory](#)

[Deleting a Directory](#)

[Copying the Contents of a Directory](#)

[Moving the Contents of a Directory](#)

[Playing the Files in a Directory](#)

[Displaying Directory Statistics](#)

## Creating a Directory

In the Directory listbox, click on either the drive letter (e.g., "c:\") or the directory under which you want the new one. Select Create Directory... on the File Menu and the Create Directory window will appear. Enter the name you want for the new directory and then press ENTER or click OK.

## Renaming a Directory

Select the directory you want to rename by clicking on it in the Directory listbox. Chose "Rename Directory..." on the File Menu and the Rename Directory window will appear. Enter the new name for the directory and then press ENTER or click on the OK button.



## Deleting a Directory

You have a choice of two ways to delete a directory:

1. Select the directory you want to delete by clicking on it in the Directory listbox and then click the Delete button to delete the directory.

Or

2. Drag the directory to the **Delete** button and drop it on the button.

If the directory contains files, you will be asked if you want to proceed. If you want to proceed, you will be given a choice of either confirming the deletion of each file or deleting all the files in the directory without confirmation.

**Hint:** *Since you can confirm the deletion of each file, this is handy way of "weeding" out unwanted files. Simply click **Yes** to delete a file you don't want; click **No** to keep a file you do want.*

## Copying the Contents of a Directory

You can drag a directory from the Directory listbox into a folder, to copy the files in the directory into the directory represented by the folder. Note that you can't drag files into a folder whose directory is the same as the source of the files (naturally).

The default drag operation setting on the Options menu affects how you drag directories. When you want to copy, it works like this:

- If the default operation is **copy**, then simply drag the directory.
- If the default operation is **move**, then hold down the Ctrl key while you drag. (The Ctrl key reverses the drag operation, so that it does the opposite of the default setting.)

See: [Default Drag and Drop Operation](#)

## Moving the Contents of a Directory

You can drag a directory from the Directory listbox into a folder, to move the files in the directory into the directory represented by the folder. Note that you can't drag files into a folder whose directory is the same as the source of the files (naturally).

The default drag operation setting on the Options menu affects how you drag directories. When you want to move, it works like this:

- If the default operation is **move**, then simply drag the directory.
- If the default operation is **copy**, then hold down the Ctrl key while you drag. (The Ctrl key reverses the drag operation, so that it does the opposite of the default setting.)

See: [Default Drag and Drop Operation](#)

## Playing the Files in a Directory

You have a choice of two ways to play the sound files in a directory:

1. In the Directory listbox, select the directory you want to play by clicking on it and then click the Play Directory button.

Or

2. Drag the directory to the Play Directory button and drop it on the button.

### **WavSorter Pro Feature!**

**Note:** Only WavSorter Pro can play MIDI files.

WavSorter will play, in alphabetical order, all the sound files in the directory. You can stop play at any time by clicking the Stop button. Unlike individual files, you must wait until one directory is finished playing before starting play of another one. Note that files will play in the background, which means you can continue working on other things--even minimize WavSorter--while a directory is playing. However, it's best to avoid copying, moving, or deleting a file waiting to be played since WavSorter then won't be able to find the file.

Its OK to try to play a non-sound file (one thats not a Wav or MIDI file). WavSorter checks to make sure that a file is playable; if its not, WavSorter just skips it. However, if you have a lot of files in the directory you play, you may seriously tie up your computer. To prevent this, WavSorter stops trying after the fifth bad file.

## Displaying Directory Statistics

First, select a directory by single-clicking on it in the Directory listbox. Then either click on the "Directory Statistics..." item on the File Menu, press F3, or right-click on the directory. A message box will pop up with information about directory size and the number of files contained in that directory.

# Working with Files

[Playing a File](#)

[Launching a File](#)

[Copying a File to a Folder](#)

[Moving a File](#)

[Deleting a File](#)

[Renaming a File](#)

[Assigning System Sounds](#)

[Associating a File](#)

[Duplicate Files Window](#)

[Editing a Sound File](#)

[File Statistics](#)

## Playing a File

There are three ways to play a file:

1. Select a file by clicking on it in the File listbox, then click the Play File button.
2. Drag a file to the Play File button and drop it on the button.
3. Double-click on a file in the File listbox.

### **WavSorter Pro Feature!**

**Note:** Only WavSorter Pro can play MIDI files.

There is no need to wait for a file to finish playing; you can continue choosing files in any of the three manners described above while a file is playing. The files will be played in the order they were chosen. It's best to avoid copying, moving, or deleting a file waiting to be played since WavSorter then won't be able to find the file. Note that if you click the Stop button, the queue will be cleared.

Its OK to try to play a non-sound file (one thats not a Wav or MIDI file). WavSorter checks to make sure that a file is playable; if its not, WavSorter just skips it.

## Launching a File

Once you've associated a file extension with an application, you can launch that file by either clicking on the file in the File listbox to select it and then clicking the Launch button, or you can drag the file to the **Launch** button and drop the file on the button.

**Hint 1:** *You can launch more than one file at a time. Each application or instance of the same application will have the selected file for that application or instance already loaded.*

**Hint 2:** *Applications which have been started by launching work independently of WavSorter. They will remain open until you close them, even after you've exited from WavSorter.*



## Copying a File to a Folder

Copy files to folders by dragging filenames from the File listbox and dropping them on a folder.

The default drag operation setting on the Options menu affects how you drag files. When you want to copy, it works like this:

- If the default operation is **copy**, then simply drag the file.
- If the default operation is **move**, then hold down the CTRL key while you drag. (The Ctrl key reverses the drag operation, so that it does the opposite of the default setting.)

See: [Default Drag and Drop Operation](#)

## Moving a File

You move files to folders by dragging filenames from the File listbox and dropping them on a folder.

The default drag operation setting on the Options menu affects how you drag files. When you want to move, it works like this:

- If the default operation is **move**, then simply drag the file.
- If the default operation is **copy**, then hold down the CTRL key while you drag. (The Ctrl key reverses the drag operation, so that it does the opposite of the default setting.)

See: [Default Drag and Drop Operation](#)

## Deleting a File

You can delete a file using one of two methods:

- Select the file you want to delete by clicking on it in the File listbox. Click the Delete button to delete the file.
- Drag the file you want to delete to the Delete button button and drop it on the button.

## Renaming a File

To rename a file:

1. Select the file you want to rename by clicking on it in the File listbox.
2. Press F4, or from the File Menu, select "Rename File..."
3. In the Rename File window, enter the new name for the file.
4. Press Enter, or click **Rename** to rename the file to the new name.

## Assigning System Sounds

### **WavSorter Pro Feature!**

You can tell Windows to play a sound file when certain system events take place. You could do this through the Windows Control panel; but it's a lot more convenient to do this from right inside WavSorter.

## Associating a File

WavSorter takes advantage of file associations with the Launch button; it gives Windows the name of the file you've selected, and relies on Windows to find the associated application.

<b><u>WavSorter Pro Feature!</u></b>
--------------------------------------

Further, you can edit existing file associations, or create new ones, from within WavSorter Pro--you don't have to go to File Manager. You'd do this with the Windows File Association... item on the Edit menu.

## Editing a Sound File

Once you have associated your sound files with a sound editor, you can launch the editor to edit a selected sound file. There are two ways to do this:

- Click on the filename in the File listbox and then click the Launch button.
- Drag the filename from the File listbox to the Launch button, and drop it on the button.

If you're not familiar with the concept of associating file extensions, see pages 130-132 of your *Windows 3.1 User's Guide*.

**Hint:** *You can very easily associate file extensions from within WavSorter; there's no need to use File Manager to do it.*

**See:** Associating a file  
Launching a file

## Displaying File Statistics

WavSorter can display information about the size of a file, the date and time it was last changed or saved, and its current attributes.

1. Select a file by clicking on it in the File listbox.
2. Either select File Statistics... from the File Menu, press F2, or right-click on the file.

WavSorter displays a message box with the file information.

**Hint:** *The "archive" attribute is particularly useful when sorting because it tells you whether the file has changed since the last time it was backed up. If you see the archive attribute listed for a file, it means the file has changed since it was last backed up.*



# Working with Folders

[Overview](#)

[Playing the Contents of a Folder](#)

[Copying the Contents of a Folder](#)

[Moving the Contents of a Folder](#)

[Deleting the Contents of a Folder](#)

[Edit Folder Window](#)

[Folder Statistics](#)

## Folder Overview

The central concept of a folder is that *it represents a directory on your disk drive*. When you copy or move a file to a folder, you are actually copying or moving the file to the directory assigned to that folder. More importantly, when you delete a file from a folder, you are deleting that file from the assigned directory.

This probably seems obvious but while I was developing WavSorter, I occasionally found myself deleting a file from a folder and thinking I was only removing it from that particular folder. Of course, in reality, the file was toast....gone. Similarly, when you copy or move a folder's contents from one folder to another, you are copying or moving the files from one directory to another.

Folders come in two colors, and various appearances ([click here](#)), and change appearance as you interact with them.

## Playing the Contents of a Folder

There are two ways to play the sound files in a folder:

- Select the folder you want to play by clicking on it and then click the Play Directory button (you are, after all, playing the directory assigned to that folder).

Or

- Drag the folder to the Play Directory button and drop it on the button.

### **WavSorter Pro Feature!**

**Note:** Only WavSorter Pro can play MIDI files.

WavSorter will play, in alphabetical order, all the sound files in the folder. You can stop play at any time by clicking the Stop button. Unlike individual files, you must wait until one folder is finished playing before starting play of another one. Note that files will play in the background, which means you can continue working on other things--even minimize WavSorter--while a folder is playing.

Its OK to try to play a non-sound file (one thats not a Wav or MIDI file). WavSorter checks to make sure that a file is playable; if its not, WavSorter just skips it. However, if you have a lot of files in the directory you play, you may seriously tie up your computer. To prevent this, WavSorter stops trying after the fifth bad file.

**Hint:** *Since files play in the background, you can use this feature as you would a "jukebox." You can use folders to create "albums" of music or sounds! If you register, you could even use WavSorter Pro's support of multiple configurations to create collections of "albums."*

## Copying the Contents of a Folder

If the default drag operation is **copy**, then drag the folder containing the files you want to copy to another folder and drop it on that folder. If the default drag operation is **move**, then hold down the CTRL key while dragging the folder. Note that you are copying the *files* in the folder, not the directory itself.

See: [Default Drag Operation](#)

## Moving the Contents of a Folder

If the default drag operation is **move**, then drag the folder containing the files you want to move to another folder and drop it on that folder. If the default drag operation is **copy**, then hold down the CTRL key while dragging the folder. Note that you are moving the *files* in the folder, not the directory itself.

See: [Default Drag Operation](#)

## Deleting the Contents of a Folder

There are two ways to delete the contents of a folder:

- Drag the folder containing the files you want deleted to the Delete button and drop it on the button.

Or

- Select the folder containing the files you want to delete by clicking on it. Then click on the Delete button.

When you drop the folder or click the button, you will be asked if you want to proceed. If you want to proceed, you will be given a choice of either confirming the deletion of each file or deleting all the files in the directory without confirmation. After all the files have been deleted, you will be asked if you want to also delete the directory.

**Hint:** *Since you can confirm the deletion of each file, this is handy way of "weeding" out unwanted files. Simply click **Yes** to delete a file you don't want; click **No** to keep a file you do want.*

## Displaying Folder Statistics

When you right-click on a folder, WavSorter displays a message box with information about the complete path of the directory assigned to that folder, number of files, and size of the directory. Cool, huh?

# Shortcuts and Techniques

## Shortcuts

[Double-Clicking](#)

[Right-Clicking](#)

[Navigating with Folders](#)

[Using Magic Target Help](#)

## Techniques

[Using a Sort Folder](#)

[Multi-stage Sorting](#)

[Sorting to a Diskette](#)

[Using Multiple Configurations](#)

[Creating a Custom Drag Icon](#)

[Using the OpLight](#)



## Double-Clicking

You can play a file by double-clicking on it in the File listbox. It's not necessary to wait for one file to stop playing before double-clicking on another.

## Right-Clicking

You can display statistics about the currently selected directory or file by right-clicking on it. You can right-click on a folder to display statistics even if it's not the currently selected one.

## Navigating with Folders

Since selecting a folder causes the Directory listbox to change to the directory assigned to that folder, you can navigate your directory structure using folders. For example, instead of working your way up and down through directories, simply click on a folder to jump straight to the directory assigned to that folder.

## Using Magic Target Help

Magic Target Help provides a way for you to learn about an object, button, or menu item simply by clicking on it. When you choose Magic Target Help from the Help Menu, the cursor becomes a crosshair. Click on something and a popup box provides you with a short description. All menu items and buttons, and most objects, respond to Magic Target Help.

Some descriptions also list related topics; click on the related topic hotspot to jump to a full topic containing in-depth information. However, there's a quirk in the way Microsoft put together Windows Help: the jump to a full topic from one of these little popup topics only works if Windows Help is already on the screen. If it's not displayed, nothing happens when you click on the jump. You can make sure that Windows Help is displayed by selecting Contents from the Help menu before starting Magic Target Help.

When you're finished with Magic Target Help, click on the box that says "Click here when done with MT help" and the cursor returns to what it was before Magic Target Help was selected.

I'm considering including Magic Target Help in other applications and would appreciate any comments or suggestions. [Contact](#) me and let me know what you think. Thanks.

**Hint:** *Use Magic Target Help to take a tour of WavSorter. It's a handy way to learn about features and how to do things.*

## Using a Sort Folder

A sort folder allows you to have all your unsorted sound files in one place. This makes sorting a lot easier and more efficient.

To create a sort folder:

1. Select a directory you want as the sort directory, or create a new directory and name it something appropriate like "unsorted".
2. Assign that directory to a folder and label the folder "Unsorted" or whatever you want to call it.
3. Copy or move to that folder all the files you want to sort.

Now, when you want to sort files, just select your sort folder by clicking on it. The files contained in that folder will be displayed in the File list box and you can sort by dragging them to the appropriate folders.

**Hint:** *When you download sound files, unzip them into your sort directory and they will be ready to sort.*

**See:** [Edit Folder Window](#)

## Multi-Stage Sorting

You can create a *group* of related folders and save your configuration. When you want to use that group, load the configuration which contains it. Multi-stage sorting involves using groups of folders to achieve increasingly specific *levels* of sorting.

For example, say you have a bunch of animal sounds. You could sort those sounds first into a folder labeled "Animals." From there, you could sort them into a group of folders representing specific types of animals such as, domestic, farm, and wild. From those folders, you could sort the sounds into a group of folders representing specific animals of each type such as dogs, cats, and parakeets for domestic animals; pigs, chickens, cows, and goats for farm animals; and lions, tigers, and bears for wild animals (Oh my!).

**Hint:** *When you create a group of related folders to use in multi-stage sorting, always include in each group a folder representing the next higher level. That way, you can navigate straight to the directory you are going to sort from.*

**See:** [Multiple Configurations](#)

## Sorting to a Diskette

You may have figured this one out for yourself already, but it's worth pointing out anyway: a folder can represent a directory on a diskette just as easily it can represent a directory on your hard disk.

Why is that so wonderful? Well, it means that you can use WavSorter to sort out the clutter of sound files on your hard disk, by moving sound files to a diskette for archiving. You might want to do that with sound files you like, but don't need to have instantly available on your hard disk.

Just the sort of thing WavSorter is so good at!

## Creating a Custom Icon

Although you can assign any of your icons as the drag icon, you may want to customize it first. Using a drag icon that is very large or has a solid background will make it difficult to see the object underneath it.

To avoid this problem, use an icon editor (such as Icon Works) to redraw the icon in a smaller size, if necessary, and make the background transparent.

See: [Configuring Drag Icons](#)



## Using the OpLight

The OpLight tells you what WavSorter is doing at any given time. When you drag something over an object, the OpLight also tells you what action will occur when you drop whatever you're dragging onto that object. The OpLight will display "DONE" if the operation was successful.

I'm interested in your opinion of this feature because I'm considering including an OpLight in future programs. Please contact me and let me know what you think. Thanks.

# Using the Mouse

## Selecting Stuff

[Selecting Directories](#)

[Selecting Files](#)

[Selecting Folders](#)

## Drag and Drop

[Dragging and Dropping](#)

[Default Drag Operation](#)

## Getting Information with the Right Mouse Button

[Displaying File Statistics](#)

[Displaying Directory Statistics](#)

[Displaying Folder Statistics](#)

## Selecting Directories

To select a directory, single-click on it in the Directory listbox. If the directory you select is assigned to a folder, that folder will become highlighted; otherwise, no folder will be highlighted.

## Selecting Files

To select a file, single-click on it in the File listbox. The complete path of the selected file is displayed in the filename panel (just below the Directory listbox).

## Selecting Folders

Select a folder by single-clicking on it. If the folder has a directory assigned to it, the Directory listbox will change to that directory, and the folder will have a yellow rectangle on it. Otherwise, the directory list box doesn't change, and the folder will have a green rectangle on it.

## Dragging and Dropping

There are three objects in WavSorter that you can drag and drop: directories; files; and folders. The object you are dragging is called the *source*. The destination of your drag and drop operation is called the *target*. There are five targets in WavSorter: the Play File button; Play Directory button; folders; Launch button; and Delete button; and folders.

To drag, position the mouse pointer over the source object, press and hold down the left mouse button, and drag to the target object. To drop the source object, simply release the mouse button. When you are over a target, the OpLight will tell you what operation will be performed when you drop the source onto the target.

## Displaying File Statistics

Select a file by clicking on it in the File listbox. Once you've selected a file, right-click on it to display a message box containing information about that file's size, date and time it was last changed or saved, and its attributes.

## Displaying Directory Statistics

Select a directory by clicking on it in the Directory listbox. Once you've selected a directory, right-click on it to display a message box containing information about the size of the directory and the number of files it contains.



## Displaying Folder Statistics

Right-click on a folder and a message box appears that provides information about the complete path of the directory assigned to that folder, number of files, and size of the directory.

## Registering WavSorter

You're currently using the evaluation version of WavSorter. It's distributed as shareware, so that you can try it out and decide if you want to become a registered user.

When you register WavSorter, you will receive the following benefits:

1. **WavSorter Pro 2.1**, the advanced version of WavSorter with several very useful additional features.
2. Free decimal point (e.g., 2.2, 2.3, 2.4, etc.) maintenance upgrades of WavSorter Pro for six months.
3. Reduced price WavSorter Pro whole number (e.g., 3.0) upgrades.
4. Automatic 15% discount on all other Shepherd Software products.
5. Free technical support.

See: [How to Register](#)  
[Technical Support](#)

## How to Register

We've made it easy for you to register by including a registration program (REGISTER.EXE) with WavSorter. You can register by:

- selecting **Register** from the **Help** menu.
- clicking right here on the word REGISTER!

To register, fill in the order form on-screen and then click on the "Print Order" button. Mail your order form, along with a check or money order for the appropriate amount to:

Shepherd Software  
6984 McKinley St.  
Sebastopol, California USA 95472

Same Day Delivery is available for members of CompuServe who use the Standard Pricing Plan (communications surcharges, if any, apply); Alternative Pricing Plan members pay the normal rates. Next day delivery by United Parcel Service (UPS) is available at extra charge. All other orders will be shipped by First Class mail within 48 hours of receipt.

For questions about your order or technical support, please contact me via electronic mail.

## Same Day Delivery

If you are a member of CompuServe, you can receive WavSorter Pro 2.1 via Email. This method is free of additional charges by CompuServe if you are using the Standard Pricing Plan (the one that used to cost \$7.95 a month but recently increased to \$8.95), although communications surcharges, if any, apply. If you don't know whether or not communication surcharges apply to you, type GO BILLING on CompuServe to find out. CompuServe members who use the Alternative Pricing Plan will naturally be charged by CompuServe for whatever rates normally apply.

This delivery service is available from Shepherd Software for \$11.00 (US funds) for each copy of WavSorter Pro you want delivered this way.

Here's how it works if you don't use WINCIM (it's even easier with WINCIM, of course):

1. WavSorter Pro 2.1 will be sent to you via Email on CompuServe within 24 hours after I receive your order..
2. As you log onto CompuServe, if you see the message "You have electronic mail waiting" your order has probably arrived; type GO MAIL.
3. At the mail menu, choose "1" to read your messages.
4. You will be notified that "WPRO21.ZIP" is binary.
5. From the menu, choose Download.
6. You will be asked for a filename for your computer; you can use any valid filename you want.
7. Proceed with downloading just like you would with any file.
8. When you're finished, delete the message "WPRO21.ZIP" from your mail.

### **WARNING:**

Although you can receive the file WPRO21.ZIP from me since I'm the author, you **do not** have my permission to forward or send it via CompuServe Email to any other person. WPRO21.ZIP contains the program WavSorter Pro 2.1 which is copyrighted by Shepherd Software (1993). Any unauthorized redistribution by you is strictly prohibited by international copyright law and CompuServe and is subject to criminal and civil penalties.

## WavSorter Pro

WavSorter Professional has all the features of WavSorter, plus:

- WavSorter Pro plays MIDI files
- WavSorter Pro gives you the ability to create and edit Windows file associations.
- WavSorter Pro gives you the ability to edit the sounds associated with Windows system events.
- WavSorter Pro lets you save and utilize a virtually unlimited number of configurations, a feature which multiplies the usefulness of WavSorter (see "Using Multiple Configurations").
- WavSorter Pro has an expanded help system, that uses more graphics and has a few other nice features (I had to keep evaluation version small to save your downloading time).

I've been very careful to structure the WavSorter/WavSorter Pro products so that WavSorter has a set of features complete enough to show you its benefits, while providing additional features in WavSorter Pro that I believe give you a strong incentive to register.

**I'm convinced! I'll Register Now!**

# Getting Started

## What is WavSorter?

[Overview](#)

[The WavSorter Main Window](#)

[The WavSorter Help System](#)

[The Philosophy of WavSorter](#)

[Acknowledgements](#)

[Quick Start](#)

[WavSorter Pro](#)

## Overview

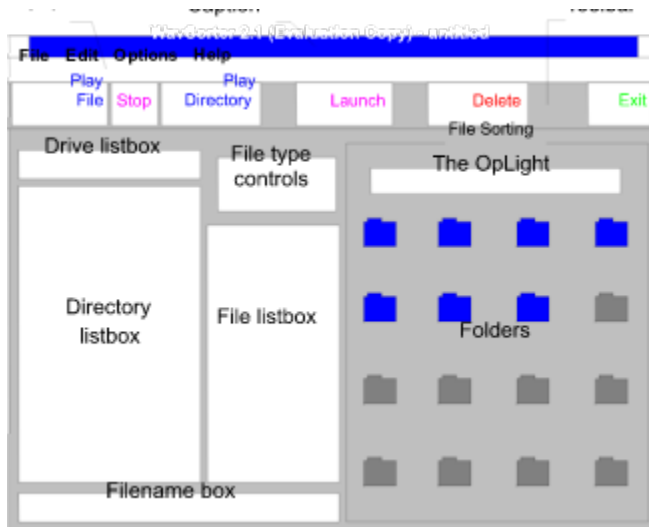
WavSorter provides an intuitive way to sort [sound files](#). It uses a [folder](#) as a metaphor for a directory; operations performed on a folder are in reality being performed on the directory assigned to it. You can assign directories from any valid drive to a folder.

Once you've assigned directories to the folders, you sort files by [dragging](#) them to the appropriate folder. Behind the scenes, WavSorter copies or moves the file to the folder's directory.

Note that almost everything you see on the screen can respond to dragging and dropping. If you're not sure whether an object will perform an operation when something is dropped on it, drag a directory, file, or folder over it and watch the OpLight for information.

# The WavSorter Main Window

You can use this topic as a visual index to the parts of WavSorter.



## Menu Bar

**File** These items let you [delete directories](#); [create directories](#); [rename directories](#); [rename files](#); [delete files](#); display [file statistics](#); display [directory statistics](#); and exit WavSorter.

**Edit** With items on the Edit menu, you can [edit folder](#) setups, customize various WavSorter [sound effects](#) and [icons](#), and edit Windows [system event sounds](#) and [file associations](#).

**Options** Options menu items control how WavSorter works: the sound effects and icons used, whether dragging is by default a copy or move operation, how statistics are displayed, and manage configuration files. (See [Configuring WavSorter](#).)

**Help** The Help menu is the way you learn about WavSorter, through this help system. (See [The WavSorter Help System](#).)

## Caption

The window caption identifies WavSorter, and lists the name of your current configuration file (the example above is using a default configuration, so the configuration is "untitled").

## Toolbar

The Toolbar has six buttons that make WavSorter very easy to use. Except for the Exit button, you can use these buttons by either clicking on them or dragging an object on to them. Click a button name below for more information.



## File Controls

Several controls work together to let you display and select the files on your computer for



WavSorter to work with.

[Drive and Directory listboxes](#)

[File Type controls](#)

[File listbox](#)

WavSorter displays the name of the currently-selected file in the [Filename](#) box.

## **The File Sorting Area**

In the right half of WavSorter's main window you'll find two very important objects; these are the heart of WavSorter.

[The OpLight](#)

[Folders](#)

## The WavSorter Help System

I've never been too excited by the way most programs use Windows Help (and sometimes downright disgusted). Too often, all their help consists of is the printed manual's word processor files just dumped into an alleged "help" system, with no attempt at all to exploit the wonderful possibilities of an online, *hypertext* system.

Lame, totally *lame*.

Novels don't automatically become good movies; they have to be adapted to the strengths and weakness of a different medium.

Of course, since WavSorter is distributed electronically, I skipped the printed manual entirely, and was free to use Windows Help to best advantage from the beginning. I think the result is actually far more helpful than a printed manual.

It's kind of analogous to the way that you can accomplish a given task in WavSorter several ways (for example, you can play a sound file by selecting it and clicking the **Play** button, you can double-click the filename, or you can drag the filename over to the **Play** button...everything works). You can find out what you need to know in this help system by approaching it from many different directions:

- **The traditional way:** Select Contents from the Help menu. You get a table of contents, from which you can select a major category; from the category table of contents, select a specific topic. Use the **Back** button to move back up, or the **>>** (Next) or **<<** (Previous) buttons to move forward and back through related topics.

This is the only kind of help most programs give you: a hierarchy that's just like those old textbooks that you found so hard to use in school. If you can't second-guess the author's logic for organizing things, you're out of luck.

- You can search a list of **keywords** by clicking the **Search** button. This works like an index: click on a keyword to display a list of the topics related to that keyword. Use this when you think what you're looking for might be related to a word or phrase (such as "technical support" or "problems").
- Pressing **F1** from the main WavSorter window, or when a dialog box or window is displayed, takes you to a topic that describes what you're seeing on the screen.
- And then there's the jewel in the help system crown: **Magic Target Help**. It started by questioning a basic assumption of everybody else's online help: Why the *heck* should you have to *leave* what you're doing, go over to *another* window (which is really another *program*), search through the help system, and then come back; by which time, in a lot of cases, you've *forgotten* what you were trying to do in the first place! *Why can't the program itself simply tell you about itself?!*

(Sorry, I get a little *worked up* on the subject). Magic Target Help integrates the information you need right into the program's user interface. You turn on Magic Target Help on the Help menu, then touch your "magic target" cursor on objects you see on the screen; and those objects pop up a little window that explains what they do. In most cases, each little popup has a hotspot that will take you to a deeper treatment of the subject.

Want to know one reason why commercial software is so expensive? *Because software companies have to maintain huge support staffs to make up for mediocre manuals and lame online help.* For some reason, they just don't get it: that putting effort up front into good help and documentation saves money down the road with reduced support costs.

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*A note about the help system with the evaluation version of WavSorter:*

I'm pretty sure that the majority of people who get a copy of the evaluation version of WavSorter will do so by downloading it from a service such as CompuServe or Windows OnLine. When you use those services, every minute costs you, so I decided to include just a simplified version of this help system to keep it smaller, and keep your costs down.

The main difference between the two help systems is that the registered version, with WavSorter Pro, uses many more graphics--screen captures and diagrams, for example; while this version relies more on words. Graphics really send the size of the help file into the stratosphere, so I figured that I was doing you a service by leaving them out.

Yep, yet another compelling reason to register!

See: [Registering WavSorter](#)

## The Philosophy of WavSorter

The idea for WavSorter came about because I had accumulated a lot of .WAV files from various BBS's. Unfortunately, Windows doesn't provide any easy way of sorting, let alone playing, them. Almost in desperation I thought, "Well, hey, I'll just write a quick little applet to sort these buggers." Eight months and many hundreds of hours later, "*Viola!*"--WavSorter is completed...and I'm ready to start sorting.

It'll be easier for you.

Actually, the product you see now bears little resemblance to my original, fledgling, design. Early on, I decided that I wanted to create a program that was not only fun to use but that also had a friendly appeal; an engaging personality, if you will. This led me to consider the appearance of the program and the ways in which the user interacts with it. Along the way, I came to a realization which eventually shaped every facet of WavSorter.

I experienced this realization as an image of a VCR sitting placidly on a shelf with its clock flashing "12:00" over and over. It occurred to me that software is like that VCR: it can perform a variety of incredibly complex functions, *but only if the user can tell it what to do*. Everyone can tell their VCR to play, rewind, record, etc., but as soon as they're required to perform a series of steps requiring them to interact with it in a less concrete, straightforward manner, most people become frustrated and confused. The result is that the clock stays on "12:00" and there's a huge market for add-on gadgets that do the VCR programming for you.


From that point on, my goal became creating an interface which was as concrete and as straightforward as the buttons on a VCR, and avoid like the plague the obscure user interface which prevents you from setting the time on your VCR. The result is an interface which appears quite simple but which in fact, behind the scenes, performs a variety of very complex and complicated tasks. I also provided the ability to customize the interface as much as possible to your own personality and taste in the belief that this would further simplify using WavSorter. You be the judge: was I successful? Leave me a [message](#) and let me know what you think.

If I've succeeded in my goals with WavSorter's design, I owe a great deal to my brother, Bob, for his assistance and experience in this area. Fortunately for me, Bob took an early interest in the program and helped guide me through the shoals of application design. Bob's unrelenting and uncompromising stand that a program's features should, by god, be straightforward and make sense to the user kept me from straying too far into the esoteric. Without Bob's steadying influence, WavSorter's interface might well have overshot simplicity and ended up in obscurity. Thanks again, Bob.

## Acknowledgements



The original line sketches of the dogs were drawn by my friend, Tom Danchuk. They are loosely based on Tom's and his wife's own two dogs, Mickey and Rascal. Thanks Tom.

The spaceship drag icon  and dog face



on the title screen are based upon icons I downloaded in one of those massive icon collections. The toilet sound originally appeared in a mega-collection of sound files I downloaded at some forgotten time. None were credited to anyone, nor was there any clue about their origins.

My brother, Bob, provided a lot of support, encouragement, and technical assistance. He also deserves credit for suggesting several of WavSorter's most nifty features, including the option of setting the default drag/drop operation, the ability to assign system sounds from within WavSorter, and the features and layout of the Duplicate Files Window. Thanks Bob. (Hey, Bob, I have an idea for another cool program.....No, really--it's just an applet.....I promise.)

Jim Shepherd  
March 1993  
Sebastopol, California

---

### Message from Bob:

Jim forgot to mention that I assembled this help file from material he originated...*and that means that I get the last word!* Ha ha ha ha (can you tell we're brothers?).

He also forgot to acknowledge himself. Jim started the WavSorter project with a simple premise: sound and multimedia support in Windows has meant that most people with sound boards have managed to accumulate dozens, nay, hundreds, of sound files, from public domain sources and sound "clipart" collections (I have a CDROM with several hundred clipart sound files, and hundreds more on my hard disk). *How do you manage these files?*

WavSorter certainly makes managing sound files easy. But more than that, early on, Jim set the goal that WavSorter should be more than just easy: it should support many ways of doing things, so that whatever you try, it will probably work. Jim also wanted WavSorter to be humorous and fun to use. In fact, he wanted WavSorter to be more than "user-friendly"; he wanted it to be likeable and to even have something of a personality.

I've been a computer geek for nigh on fifteen years, and I can tell you: WavSorter is no ordinary shareware program. Register this puppy, and give Jim a chance to show his stuff on future projects. You *will* benefit, I guarantee it.

## Acknowledgements

The original line sketches of the dogs were drawn by my friend, Tom Danchuk. They are loosely based on Tom's and his wife's own two dogs, Mickey and Rascal. Thanks Tom.

The spaceship drag icon and dog face on the title screen are based upon icons I downloaded in one of those massive icon collections. The toilet sound originally appeared in a mega-collection of sound files I downloaded at some forgotten time. None were credited to anyone, nor was there any clue about their origins.

My brother, Bob, provided a lot of support, encouragement, and technical assistance. He also deserves credit for suggesting several of WavSorter's most nifty features, including the option of setting the default drag/drop operation, the ability to assign system sounds from within WavSorter, and the features and layout of the Duplicate Files Window. Thanks Bob. (Hey, Bob, I have an idea for another cool program.....No, really--it's just an applet.....I promise.)

Jim Shepherd  
March 1993  
Sebastopol, California

---

Message from Bob:

Jim forgot to mention that I assembled this help file from material he originated...*and that means that I get the last word!* Ha ha ha ha (can you tell we're brothers?).

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## Quick Start

If you really want to get started **right now**, these topics will provide you the bare minimum you need to know for using WavSorter:

[WavSorter Overview](#)

[The WavSorter Main Window](#)

[Using Magic Target Help](#)

[Using the OpLight](#)

[Folder Overview](#)

[Dragging and Dropping](#)

# *WavSorter* Contents

## **Version 2.1 (Evaluation)**

[Getting Started](#)

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[Working with Directories](#)

[Working with Folders](#)

[Using the Mouse](#)

[Configuring WavSorter](#)

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[Technical Support](#)

[The Usual Fine Print](#)



# The Usual Fine Print

WavSorter and related files, including this help file, are Copyright © 1993 by [James Shepherd/Shepherd Software](#). All rights reserved.

This is the evaluation version of WavSorter. It is distributed as [shareware](#) for a 30 day evaluation period. You agree by using this product to either [register](#) it within 30 days of receipt, or to discontinue using it. Continued use without registration is a violation of Shepherd Software's copyright.

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## The Usual Fine Print

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## Technical Support

You're currently using the shareware version of WavSorter; it's provided so that you can evaluate the program and decide whether to register. When you register, you receive WavSorter Pro, with additional features.

Registered users underwrite the cost of providing technical support with their registration fees. TANSTAAFL is a law of nature. But what should I do about supporting people who haven't registered? The hard-line position doesn't work: good support for somebody who's evaluating the program may make the crucial difference in whether they register. So here's what I'm going to do:

- Unregistered users get support once.
- Please gather all your questions into a single support request; I'll try to handle everything at once. Particularly, I want to know about anything that's preventing you from using the program, or from having a satisfactory experience of the program.
- I also want to hear about your "if only it did this, I'd register" reactions. Be assured that I'll take it seriously; Shepherd Software is a business, not a hobby, and survives by maximizing registrations.

Send your support request, and I'll respond within 24 hours. Considering you haven't even registered yet, that's pretty darn good service!

### Electronic Mail

CompuServe: 71664,2255

WindowsOnLine™ (510) 736-8343

### Old-Fashioned Mail

Shepherd Software  
6984 McKinley St.  
Sebastopol, California USA. 95472

See: [Registering WavSorter](#)

## **TANSTAAFL**

*There Ain't No Such Thing As A Free Lunch*

Coined by Robert Heinlein in his classic work "The Moon is a Harsh Mistress." The Universe always balances its books--there's a fixed amount of energy and matter around, and what's used over there isn't available to be used over here.

## **WavSorter Pro Feature**

This is one of the many cool features you'll be able to use once you register WavSorter, and receive the registered version, WavSorter Pro.

[You bet, I'll Register Now!](#)

[Tell me about WavSorter Pro](#)

## **WavSorter Pro and MIDI Files**

You've tried to play a MIDI file with the evaluation version of WavSorter. This is one of the many cool features you'll be able to use once you register WavSorter, and receive the registered version, WavSorter Pro.

[You bet, I'll Register Now!](#)

[Tell me about WavSorter Pro](#)

## Sound Files

## About Sound Files

A sound file contains data that Windows can play through a device such as a sound board. Windows defines two standard formats for sound files:

**Wave files** are recorded sounds; they're a (more or less) accurate record of any sort of sound (including noise and other garbage), stored in a digital format, very much like that used to record compact discs, that your computer can work with. Wave files are (usually) identified by the extension ".WAV" in their filenames.

**MIDI files** are like sheet music: they contain the notes that one or more computer-synthesized instruments should play to make music. MIDI files are (usually) identified by the extension ".MID" in their filenames; sometimes the extension is ".MDI".

### **WavSorter Pro Feature!**

**Note:** Only WavSorter Pro can play MIDI files.

You must be using Microsoft Windows 3.1 to take advantage of WavSorter. Windows 3.0 didn't directly support sound, although many people have added multimedia support through CDROM upgrade kits and the like; but 3.0 doesn't support other user interface features used by WavSorter, so I cannot guarantee that WavSorter will work under Windows 3.0. (Besides, 3.1 is enough of an improvement over 3.0 that you'd be crazy not to upgrade.)



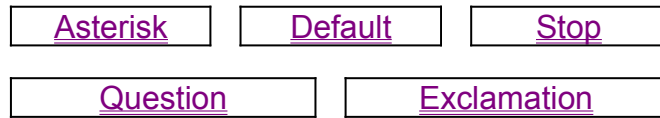
## System Event Sounds

## About System Event Sounds

When you're running Microsoft Windows 3.1 with a sound board, Windows associates a set of standard sounds with certain system events. These events are such things as starting or exiting Windows, critical errors, and so on; and with the various types of message boxes that programs can display. Click [here](#) to see some common examples of message boxes and message sounds.

## System Event Sound Examples

Click on the various boxes below to see examples of the various standard Windows message boxes, and the system event sounds associated with each one.



Note that not all programs ask Windows to play the sound associated with a message box type; it's up to the programmer to explicitly include that request.

## Folders

## About Folders

WaveSorter's folders represent directories. They're active little buggers, constantly changing colors and reacting to things you do.

Blue folders are ones you've set up already: they have a valid directory assigned to them, and a caption; they're "valid." Gray folders are not yet set up. The various folders, and their meanings:



This is a folder that's been set up, "at rest." That is, you haven't clicked it, nor are you about to drop something on it.



This is a valid folder after you've clicked on it; it's the currently-selected folder. The directory and file list boxes will change to the directory assigned to the folder.



This is a valid folder while you're dragging something over it, but before you've dropped the object. It's open and ready to receive.



This is a folder that's not set up, and that's not doing much of anything.



This is a folder that hasn't been set up, after you've clicked on it. This folder is selected (even though it isn't yet set up), so that you can assign a directory to it and add a label using Folder on the Edit menu.



This is a folder that isn't set up, when you're dragging a directory name from the directory list box. If you drop the directory on this folder, you'll assign the directory to it (and the folder will turn blue!).

See: [Working with Folders](#)

## Contacting Shepherd Software

Shepherd Software is, well, *me* (Jim Shepherd). You can reach me in several ways:

### Electronic Mail

CompuServe: 71664,2255

WindowsOnLine™ (510) 736-8343

### Old-Fashioned Mail

Shepherd Software  
6984 McKinley St.  
Sebastopol, California USA. 95472

**Shareware**

## About Shareware

Shareware is not free, nor is it in the public domain; Shepherd Productions retains full ownership of the program through its copyright. Rather, shareware is a *distribution method* with some powerful benefits:

- *You get to try before you buy.* There's nothing more aggravating than spending significant money to buy commercial software, only to find it doesn't do what you thought it did, or has bugs, or is in some way just not right.
- *Shareware costs less,* because the price doesn't include fancy packaging, the cost of ads, and all the overhead that a commercial company insists you pay for.

What does the shareware author get (besides ulcers and nightmares)? The opportunity to start a new software company without mortgaging his first-born to a bank or venture capitalists; a chance to try out new ideas that big companies are afraid to gamble on; and generally, the opportunity to succeed or fail purely on the merits of his imagination and programming skill.

We all know you could probably get away with cheating, with not registering shareware you keep using beyond the 30-day evaluation period. In the long run, you're cheating yourself, because if a shareware program turns out to be useful, you have a vested interest in supporting the programmer who created it, so that he'll write *more* programs that will benefit you.

No sermons on morality here, just a direct appeal to your self-interest. Please register.



## Drag and Drop

## About Drag and Drop

"Drag and drop" is a facility in Windows 3.1 that lets you drag objects from one place on the screen to another. *Where* you drop the object tells a program what you want to do, and *what* you drop tells the program who to do it to.

To drag something:

1. Position the pointer over the object you want to drag.
2. Hold down the left mouse button (and keep it held). The mouse pointer will change appearance, indicating that the object supports drag-and-drop (if the pointer remains an arrow, you can't drag the object).
3. Move the drag pointer over the object you want to drop on (the *destination* object that performs the action).
4. Release the left mouse button.

See: [Dragging and Dropping](#) for more information.

**Launch**

## About "Launch"

The term "launch" is a bit of technojargon that means to start an application.

When I talk about launching a *file*, I mean that WavSorter gives Windows the name of a file, and Windows looks up the application that can work with the file.

See: [Launching a File](#)

## Associations

## About Associations, Associating a File

Windows keeps a table that links filename extensions (such as .WAV) with applications that work with each type of file. For example, Windows typically associates the filename extension .WAV (a waveform sound file) with the Sound Editor applet; if you double-click on a .WAV file in File Manager, Windows starts Sound Editor with that .WAV file loaded. (For further information, refer to pages 130-132 of your *Windows 3.1 User's Guide*.)

Some extensions are associated automatically when you install an application. To find out if an extension is already associated with an application, try [launching](#) the file.

See: [Associating a File](#)

**Launch Button**



## About the Launch Button

Once you've associated a file extension, dropping a file with that extension, or selecting a file with that extension and then clicking this button, launches the associated program with that file already loaded. Some programs will launch but will not load a file in this manner. This is a limitation of those programs, not of WavSorter.

**Hint:** *Associate your sound files with your favorite sound editor so that, if your editor supports it, you can launch your editor with the file already loaded.*

**See:** [Launching Files](#)  
[Associating a File](#)



**Delete Button**



## About the Delete (Toilet) Button

The Delete button deletes individual files, all files in a directory, or the contents of a folder. When you click the button, it deletes the currently-selected file, directory, or folder; or you can drag one of those objects onto this button to delete it. If Confirm Deletes is checked on the Options Menu, WavSorter will ask you for confirmation before deleting.

See: [Dragging and Dropping](#)  
[Toilet Sound Effect](#)

**Exit Button**



## About the Exit Button

Clicking this button ends WavSorter; it's the equivalent of selecting Exit from the File Menu or double-clicking on the control box. If you've changed your configuration and haven't saved the changes to a configuration file, WavSorter will ask you if you want to save your configuration.

## Play Directory Button



## About the Play Directory Button

When you click this button, WaveSorter plays all the sound files in the currently-selected directory or folder.

When you drag a directory or folder and drop it on this button, it plays all the sound files in that directory or folder.

You can select and play only one directory or folder at a time using the Play Directory button, although you can use the Play button to queue up multiple individual files to play.

See: [About Sound Files](#)  
[Playing the Files in a Directory](#)

**Play File Button**



## About the Play File Button

Clicking on this button plays the currently selected sound file.

Dragging a filename and dropping it on this button also plays the file.

You can queue up multiple files to be played, by continuing to select files and clicking the button, or by dragging and dropping multiple files. WaveSorter remembers the files youve selected to play, and plays them in order.

Avoid copying, moving, or deleting a file waiting to be played; obviously, WaveSorter wont be able to find a file if its been moved or deleted.

**Hint:** *You can also play a file by double-clicking on it in the file list box.*

**See:** [Playing a File](#)  
[About Sound Files](#)



**Stop Button**

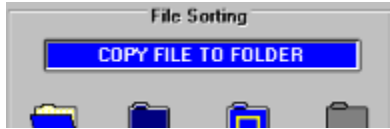


## About the Stop Button

The Stop button tells WavSorter to stop playing the sound file that's currently playing (if no sound file is playing, this button is greyed-out and doesn't respond).

See: [Playing a File](#)  
[Playing the Files in a Directory](#)  
[Playing the Contents of a Folder](#)

**The OpLight**



## About the OpLight

The OpLight is an indicator that tells you what kind of [drag and drop](#) operation you're currently performing. Because you can configure WavSorter to perform either a copy or move by default, it's a good idea to get into the habit of watching the OpLight while you drag, to help you avoid mistakes.

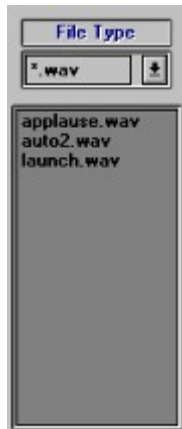
When the operation is complete, the legend changes to "DONE."

I'd be interested to hear your reaction or suggestions about this feature, because I'm considering including an OpLight in future programs. Send me a [message](#) and let know what you think. Thanks.

See: [Using the OpLight](#)

## File Listbox

## About the File Listbox



The File Listbox (located just beneath the File Type controls) displays the files in the currently-selected directory or folder.

See: [File Extension Filter](#)

## Directory Listbox

## About the Directory and Drive Listboxes



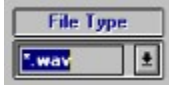
The Directory listbox lets you select a directory that becomes the current directory for WavSorter operations.

Just above the Directory listbox is the Drive listbox. When you click on its down-arrow, it gives you a list of the disk drives on your computer. When you select a new drive, the Directory listbox will change to show the directories on the new drive.

See: [Working with Directories](#)  
[Using the Mouse](#)



## File Type Controls



## About the File Type Controls

The File Type controls let you select the type of file displayed in the File listbox; that is, it controls the "pattern" of filenames displayed.

This is a "combo box" control, which means that you can either select from a list by clicking the down-arrow symbol, or you can type your own directly into the box.

See: [File Extension Filter](#)  
[About the File Listbox](#)

