OzCIS and File Management
File: FILES.DOC

Introduction

CompuServe contains a large number of files of various kinds, stored in the file libraries of its forums. Navigating your way through the libraries and file descriptions would be a tedious job if you had to do it all manually. OzCIS has a number of procedures that make viewing file information, and uploading and downloading files, simple and mostly automatic.

Typical procedure: Open a forum's configuration dialogue and tell OzCIS the numbers of file libraries whose contents you want to view. On the next 1st or 2nd pass, OzCIS retrieves either brief or detailed file lists - or both kinds if you want.

Then - off-line - you view the file lists, make selections from them, assemble a list of files to download, and have OzCIS log back onto CIS and fill your order.

The retrieval of abbreviated file information is a "short scan" that provides a "short-format catalogue." Retrieval of detailed file information is a "long scan" and provides a "long-format catalogue." An "update" is a long scan that retrieves only new or changed information from a library.

Getting Library Information

By now you should have had OzCIS do a configuration pass for the forums that interest you. If so, there is now a file with the extension .SEC in each forum's directory. .SEC files contain lists of forum discussion sections and forum library numbers and names. OzCIS uses the .SEC file to provide a pick-list of library names and numbers.

If you have not done a forum config pass yet, we suggest you do so - unless you know all of the names and numbers of your favorite forum libraries by heart. Making a forum config pass is covered in the OzCIS documentation file FORUMS.DOC.

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Which Kind of Scan?

A SHORT scan retrieves a list similar to what you'd see if you give the command "DIR" at a library's "!" prompt. Here is a representative line from a short scan:

        NEWDTP.ZIP   5   28K 11-22-91 Extensive comparison of DTP programs

That's it. The short-format listing gives you only file name, library number, size in "K," file date, and a brief description.

A LONG scan gives you information similar to what you'd see if you give the command "BROWSE" from a library's "!" prompt:

        [12345,6789]   Lib: 5
        NEWDTP.ZIP/Bin Bytes: 28288, Count: 89, 22-May-91

        Title   : Extensive comparison of DTP programs
        Keywords: DTP MAC PC DOS REVIEWS PROGRAMS COMPARISON

        Archive contains text file - abstracts from various trade mags'
        reviews of the latest versions of major (and some minor) DTP
        programs for Mac, PC, other platforms. Covers features lists,
        strengths and weaknesses, quality of tech support, prices.

Here you also have information on the UserID of the uploader, the library number, the file name and file type, exact file size in bytes, number of times the file has been downloaded ("Count"), file date, and an brief and detailed descriptions. The "Keywords" are short descriptive words added by the file's uploader (and/or the forum sysops) to facilitate file searches.

The long-scan file OzCIS writes can be from 5 to 8 times larger than the one it writes during a short scan. If you don't know for starters how many files there are in a library that interests you, we suggest you first do a short scan.

Once you've looked at the short-format catalogue, you can get a better idea whether or not you want to do a long scan in the library. Doing the short scan holds down your connect-time and saves hard disk space.

Files Written During a Scan:

During a LONG scan OzCIS writes a file (in the forum's subdirectory) whose base name is the first 8 characters of the forum's "GO" word and whose extension begins "L" and ends with the library number. A long scan of the DTPFORUM's library 5 would produce the file DTPFORUM.L5. The result of a SHORT scan is a similarly-named file, but with an ".S" extension. A short scan of DTPFORUM, library 12, would result in the file DTPFORUM.S12. During an UPDATE OzCIS writes a file with a name like DTPFORUM.U3 (that would be an update taken from DTPFORUM's library 3).

Picking the Libraries to Scan:

Choose a forum via FORUMS > SELECT FORUMS > AVAILABLE FORUMS. Then select FORUMS > PASS OPTION SETTINGS to open the main forum configuration dialogue.

The lower "panel" of the dialogue ("1st/2nd One-Pass Options") contains SCAN LIBS (LONG) and SCAN LIBS (SHORT) data fields.

Fill in either or both fields the same way you have filled in section- number fields: Enter a library number into the field; if you enter more than one number, put commas between the numbers. Do NOT type spaces between the numbers and commas.

To see a pick-list of library names and numbers, press F2 when the cursor is in either the long-scan or short-scan field.

A window named "LIBRARIES" opens at the right side of the screen. Select a single library by highlighting it with the cursor bar and pressing ENTER (or by left-clicking it). Select more than one library by tagging multiple entries with the space bar; a check-mark appears next to the selected entries. When you're done selecting them, press ENTER or F10 to confirm (or ESC to abort). Select all libraries by typing "ALL" into the field or selecting "ALL" from the bottom of the pick-list. To the immediate right of each SCAN LIBS field there's a "Y/N" field. When you're ready to do a scan, make sure to change "N" to "Y" for whichever field applies to the scan you want done.

It's not safe to assume each message section in a forum has an associated file library with the same number. If in doubt, check the library pick-list.

Do NOT enter SECTION names into the SCAN LIBS data fields!

Close the dialogue and save the new configuration by pressing F10. Or press ESC to close the dialogue without saving new information.

NOTE: After the scan, OzCIS will automatically change a "Y" to the right of a SCAN LIBS field back to "N". The library numbers will remain as-is in the data to the right of the "Y/N" field. If you need to scan again, you'll need to open the config dialogue and change the "N" back to "Y" again. Options in this part of the dialogue are executed only once before being reset.

The "Update" Field:

Library contents change all the time. Set the UPDATE field to "Y" to have OzCIS perform a long scan in selected libraries, retrieving ONLY NEW OR CHANGED INFORMATION. Using "update" rather than scanning from scratch can save you considerable time on-line, especially in large libraries. (However, don't set this option to "Y" if you have never before done a file scan.)

Executing the Scans:

Short and long scans are executed during either a 1st or 2nd pass. OzCIS first takes care of any CISMail or forum messages, then does scans, updates, or other work set up in the bottom "panel" of the forum configuration dialogue.

If You Have to Interrupt a Scan ...

Keep in mind that if you're logged on at 9600 baud, the following procedure might not work very well. At 2400 baud or slower, it should work ok.

As the file information is scrolling down the screen, press ^C - the normal CIS (not OzCIS) "abort" command. When CIS detects the ^C it presents a menu of choices. Select the one that returns you to the prior menu (don't choose "continue").

You are now at a CIS "!" prompt. OzCIS is still in the middle of its automated routine, but you'll have (deliberately) thrown it off the track; it won't be trying to do anything right at the moment.

Abort the automatic pass by pressing ESC once (and once ONLY). OzCIS then presents you with several choices, including ESC to log off immediately or "T" to go into on-line-terminal mode.

Don't press ESC - that tells OzCIS to drop carrier - not a good way to log off CIS. Press "T" to go into terminal mode. When the terminal- mode menu

appears at the top of the screen, select EXIT (keystroke: ALT-X) to make OzCIS log off CIS normally.

If you abort this way, OzCIS will have written as much of the scan- file as it could write before you pressed ^P. You can leave the partially-written scan file in the forum's directory or delete it - your choice. If you do another scan in the same library later on, the partial file will be over-written by the new scan.

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Viewing Catalogues and Abstracts

After retrieving file information, select FORUMS > DOWNLOAD FILE(S).

This command opens a sub-menu with four choices.

SHORT LISTINGS

   After selecting the library to view, you are able to scroll though a list of its files, including a brief description of each file. If you have also done a long scan for this library, you can view extended file descriptions from the short-scan window and/or pick a file or files to download. More on that shortly.

LONG LISTINGS

   After selecting the library to view, you see a list of files similar in appearance to the list shown via SHORT LISTINGS. There are some additional options, including searching for text within the list. This command is also explained in greater detail below.

MANUAL INPUT

   This command opens a dialogue called INPUT DOWNLOAD FILE INFO. The dialogue can also be opened when you are viewing a short- or long- format file listing and will be explained in the "Viewing A Short- Format Catalogue" section, below.

EDIT LIST

   If you've selected files (by any method) to download from one or more forum libraries, this selection opens a window that allows you to make changes in the list of downloads - including removing files from the list. The command opens a PENDING DLS window, also accessible when you are viewing file catalogues. See "Viewing A Short-Format Catalogue," just below.

Viewing a Short-Format Catalogue:

Selecting FORUMS > DOWNLOAD FILE(S) > SHORT LISTINGS opens a LIBRARIES window at the right of the screen, showing all of the forum libraries in the .SEC file OzCIS retrieved when you did the forum

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configuration pass. This is a pick-list from which you select one library at a time for viewing. If you have not yet done a short scan for the library you select, OzCIS notifies you that it can't find the necessary file and returns you to the FORUMS > DOWNLOAD FILE(S) sub-menu.

(Shortcut: When you are looking at the "Libraries" pick-list, pressing, say, "5" makes the cursor bar jump to the line for library number 5.)

If the short-format file (with an extension of .S, plus library number) exists, a window opens showing the complete library directory, with a one-line listing for each file (see the example above in the section called "Which Kind of Scan?"). The window is called SHORT FORMAT SCAN OF (followed by the selected forum name and library number).

The list can be scrolled with the PG UP and PG DN keys or with the mouse (HOME, END, and other screen-control keys are not active when you open this window). The cursor bar can be moved from file to file via the UP- and DOWN-arrow keys.

The window has a number of menus, explained here not in strict left- to-right order but in order from simplest to least simple:

QUIT (ALT-Q)

   Return to the main screen. Alternative: Press ESC.

HELP (ALT-H)

   Brings up a help-window with information about viewing short scans. Alternative: Press F1.

EXTERNALS (ALT-X)

   Call an external program. Externals are discussed in the documentation file MISC.DOC.

EDITOR (ALT-E)

   Opens OzCIS' General Editor.

LIBCHANGE (ALT-L)

   View a different library (short scan catalogue). This command opens a LIBRARIES window on the right side of the screen. Select a library from the

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pick-list or press ESC to close the window without switching. If OzCIS can't find a file associated with your choice, you'll get an error-message saying so.

NOTE: You cannot use LIBCHANGE to change from viewing a short-format catalogue to viewing a long-format catalogue - only to another short-format catalogue.

REQUEST

A "Request" asks OzCIS to retrieve an abstract for the file currently highlighted by the cursor bar. (An abstract is detailed file information. See above - "Which Kind of Scan?" - for an example.) OzCIS asks you to confirm this selection. If you confirm it, OzCIS writes a file with the forum's name as its base name and the extension .SLR ("single library request"), containing filename and library-number information about one or more files to be "abstracted." The abstract is retrieved during OzCIS' next trip into the forum, after which the .SLR file is deleted.

The abstract, when retrieved this way, is stored in a file with a ".U" extension (example: DTPFORUM.U5, which would be created if you request abstracts for files in library 5 of the DTPFORUM). The ".U" file is later merged into a long-format file for that library (if you have such a file), then erased.

If you don't have a long scan file at all: If you are viewing a short scan catalogue and ask for an abstract of a file now present in a ".U" file, selecting "Abstract" here will display the detailed information for the highlighted file.

Downloading Files via a Short-Format Catalogue:

DOWNLOAD (ALT-D or ENTER)

"Download" is the default if you press ENTER while viewing a short- format list. The command opens an INPUT DOWNLOAD FILE INFO dialogue at the bottom of the screen. These are its data fields:

CIS NAME. OzCIS will already have filled in the name of the file highlighted by the cursor bar when you gave the "download" command.

LIBRARY. OzCIS will already have provided the number of the library whose file catalogue you're now viewing.

LOCAL NAME. The cursor will be in this field. If you want OzCIS to write a file to disk with a name different from CIS' name for the file, enter the information here. You can include path information if you like; if you type a path, you MUST also include a file name. Entering nothing in this field tells OzCIS to store the file using its present CIS name and store it in the forum's own subdirectory.

NOTE: No wildcards allowed in this field! Use of wildcards in the file name will probably result in a CIS error message like "Remote out of disk" during the attempt to download the file.

Press F10 to save the information about the file to be downloaded. Pressing ESC closes the dialogue without saving the information.

When you confirm information in this dialogue, OzCIS writes a file with the extension ".DL" into the forum's subdirectory (example: DTPFORUM.DL). The files listed in the .DL file are downloaded during either the next 1st pass or next 2nd pass to the forum, after which OzCIS erases the .DL file.

Downloaded files are stored in the selected forum's directory if you have not provided path information within the LOCAL NAME field of the download-information dialogue.

VIEWDLS (ALT-V)

Allows you to review the list of files you've asked OzCIS to download (the contents of the .DL file). If there is no such file, you get only an error message. Otherwise, a window called "PENDING DLS FOR [name of forum being viewed]" opens at the top of the screen, with several menu items:

ADD. Re-opens a blank "INPUT DOWNLOAD FILE INFO" dialogue, allowing you to add a new name to the existing list of downloads.

DELETE. Removes the file now highlighted by the cursor bar in the PENDING DLS dialogue. If there is only one file in the list and you delete it, the .DL file itself is deleted.

EDIT. Opens the INPUT DOWNLOAD FILE INFO dialogue, discussed above in the discussion of the "Download" menu.

HELP. Opens OzCIS' help window. Alternative: Press F1.

QUIT. Closes the "PENDING DLS" window and returns you to the short-format file list.

ABSTRACT

Allows you to view detailed information (the "abstract") for the file now highlighted by the cursor bar.

If there is a long-format catalogue (".L file) or an update (".U" file) containing the abstract for this particular file, OzCIS opens a full-screen window called ABSTRACT FOR FILE (followed by the name of the file currently highlighted by the cursor bar). If there is neither a long scan file nor update file available, OzCIS displays an error message and returns you to the short-format catalogue window. The window containing the abstract might not open right away. There will be a delay if OzCIS needs to index the long-format file, and/or if OzCIS needs to merge any library update-files into the long-format file.

The display shows several kinds of information about the file. To review (using the same example used earlier-on):

[12345,6789]   Lib: 5

The UserID number of the person who uploaded the file, and the library where the file is stored.

NEWDTP.ZIP/Bin Bytes: 28288, Count: 89, 22-May-91

The file's name, file type ("Bin" in this case - meaning "binary"), size, number of times downloaded ("Count"), and the date the file was uploaded. (File types will be explained in the section on uploads.)

Title   : Extensive comparison of DTP programs

The short title the uploader gave the file; this is the same description line you see in the short-format catalogue window.

Keywords: DTP MAC PC DOS REVIEWS PROGRAMS COMPARISON

Words the uploader (or sysops) provided to facilitate on- or off- line searches for files.

Finally, there is an extended description for the file (which we won't repeat right here).

You cannot edit any text in the abstract window. However, you can highlight text using the block commands used in most of OzCIS' editors; a block of text copied to the clipboard from this window can be pasted into an editing-window later on.

Menu items when viewing the abstract-information:

NEXT (ALT-N; alternative: PG DN). Get abstract-information for the next file in the list. If you are now viewing information stored in an update file and that is the ONLY information in it, you will get an error message, since there ISN'T any "next" file. Otherwise, OzCIS gets an abstract for the next file in the list. (This is a quick way to view a number of abstracts in a row without having to return first to the short-format catalogue window.)

PREVIOUS (ALT-P; alternative: PG UP). View an abstract for the previous file in the catalogue.

DOWNLOAD (ALT-D). Download the file whose abstract you're now reading. This command brings up the INPUT DOWNLOAD FILE INFO dialogue discussed above.

VIEWDLS (ALT-V). Review pending file downloads. Opens the PENDING DLS window (see above).

EDITOR (ALT-E). Opens the General Editor. Any text you've copied from an abstract to the clipboard can be pasted into the editor.

RETURN (ALT-R; alternative: ESC). Close the viewing window and return to the short-format catalogue window.

Viewing a Long-Format Catalogue:

Select FORUMS > DOWNLOAD FILE(S) > LONG LISTINGS to open the LIBRARIES window at the right of the screen. Pick a library for which you've previously done a long scan (you'll get an error message if there is no long-format file for the selected library).

OzCIS opens a window called LONG FORMAT SCAN OF [library name]. Its file display and most of its menus are exactly like those of the short-format catalogue window. The QUIT, HELP, EDITOR, EXTERNALS, and VIEWDLS commands (and their associated keystrokes) are exactly the same. DOWNLOAD is shortened to DNLOAD to take up less space. There are a few new commands:

LIBCH (ALT-L)

Change Library. This name is also shortened. Selecting LIBCH allows you to switch to another library's long-format catalogue listing (not to a library's short-format catalogue listing).

SORT (ALT-S)

Allows you to sort the display of files using one of three criteria:

NAME. This is the default sorting method: Sort alphabetically by file name.

DATE. Sort by date, with the newest files at the top of the list.

UPLOADER. An ascending-order sort by UserID number of the people who uploaded the files.

There is a short delay as the file listing is sorted; OzCIS rewrites the index for the long-format file. If no index yet exists, OzCIS will first build one.

ABSTRACT (ALT-A)

The window that opens when you request an abstract is virtually identical to the one shown when you're viewing files in the short- format-catalogue window. There is one difference:

Back in the old days (a few documentation files ago), you went through OzCIS' general configuration. At that time you chose between "Y" or "N" in answering the question: "Uploader in Abstracts?" If you answered "Y," viewing an abstract from the long-format catalogue window displays not just the uploader's UserID, but his or her name as well - IF that UserID number is also in your own OzCIS Address Book. The display looks like this:

[12345,6789]   Lib: 5   Uploader: Melvina Cowznofski

Enabling this option increases the time it takes OzCIS to index the long-format catalogue, especially if you have a large Address Book.

The menu commands available in the abstract-window are the same as those discussed above in the section on viewing an abstract from a short-format catalogue listing.

KEYSRCH (ALT-K)

This means "keyword search" - allows you to search the library for words in "keywords" lines. Pressing ALT-K opens a window with a field into which you type the keyword. OzCIS temporarily turns on capitalization (keywords are always in caps). Type the word, then press ENTER. Another window opens in which you enter one (or both) of two single-letter search flags: G for a global search - through the entire list, or B to search backward through the list. When OzCIS finds a file whose keyword line contains the searched-for word, it positions the cursor bar onto that line in the window, then displays the abstract for that file.

This abstract-window is different from others you've seen. Its top- line menu contains only two commands:

NEXT SEARCH (ALT-N): Resume the search. The abstract-window closes and the search continues in the long-format-catalogue window. If there is another "find," the cursor bar jumps to the next file where there is a match, and then its abstract-window opens.

Alternatives to ALT-N: You can use ^L for "resume search," either when you're viewing the catalogue window or the abstract displayed after a "find." When you're viewing the abstract, PG DN will also execute the "resume search" command. Both ^L and PG DN will execute "resume search" backward if you have set the "B" flag.

RETURN (ALT-R): Return to the long-format-catalogue window.

Uploading Files to a Forum Library

Selecting FORUMS > UPLOAD FILE(S) opens a full-screen window titled FORUM UPLOAD INFORMATION. As with other FORUMS menu items, this selection is not accessible until you've picked a forum from the AVAILABLE FORUMS window. The upload-dialogue's data fields are:

FILE NAME

Enter the name (including path information, if necessary) of the file as it now exists on your system. Press F2 for a standard OzCIS file pick-list for the current directory. If you use the pick-list to select a file in some other directory or on another disk drive, OzCIS inserts the full path information for the file into the FILE NAME field.

Or type a file name containing wildcards and press ENTER (not F2) to bring up a pick-list showing only files matching the name-criteria you typed. (Pressing F2 alone is equivalent to typing "*.*" into the FILE NAME field and then pressing ENTER.)

If OzCIS cannot find the file whose name you've entered here, it displays an error-alert the moment you move the cursor out of the FILE NAME field.

Enter only ONE file name into this field.

CIS NAME

Files stored in libraries have "base" names of no more than 6 characters. Shorten the name to 6 characters, if necessary. (If you don't, CIS will truncate the name on its own.) Do NOT include path information of any kind in this field.

LIBRARY

If you know the number of the library where you want the file stored, enter it here. Or press F2 for a pick-list of the forum's libraries (if you have a .SEC file for this forum).

FILE TYPE

CIS libraries contain a number of different file types; your upload must describe the "type" correctly. With the cursor in the FILE TYPE field, toggle among the available "types" by pressing the space bar:

BINARY (the default) Archive files, like those created by PKZIP or LHA on the PC, or Compact Pro on the Mac, are binary files. So are executable programs or text files saved in a word-processor's proprietary file format. Binary files are 8-bit data and are not to be changed in any way. This kind of file can only be downloaded; it cannot be viewed on-line.

ASCII   A plain-text file, which can be viewed on-line via CIS' "read" command. Files created by most text editors - PC-Write, Qedit, and the like - are plain-text files. Those created by most word processors (Microsoft Word, WordPerfect, and so on) are not plain-text files unless you save the files using the programs' "save unformatted" options.

NOTE: Uploading a binary file but telling CIS it is "ASCII" will trash the contents of the file, making it useless.

GIF   This type should always be used for GIF (Graphics Interchange Format) image files and ONLY for GIF files. A GIF image file can be viewed on-line by OzCIS and other CIS navigation programs. If you upload a GIF file as "Binary," it will not be viewable on-line even if the file's extension is .GIF.

RLE   Like GIF, but used for the older RLE graphics format. RLE has all but disappeared from CIS. Supported only for compatibility.

NAPLPS   Like GIF and RLE, but for the old NAPLPS (North American Line Print Standard) format. This format has extremely limited use on CIS, but is

supported here for compatibility. Used only for NAPLPS files of the proper format.

IMAGE   A special type used only by some non-PC-compatible computers such as the small Commodores and Ataris. Most people will never use this kind of file, but "Image" is also provided for compatibility. Never select "Image" when you upload files to be used on either an IBM-compatible or Macintosh computer.

KEYWORDS

These are words used in indexing and during a search for files matching a specific class or category. They're the words used when you give an on-line command like "BRO KEY: word". Keywords should be typed as single words, each separated from the next by a single space. You can type up to 10 keywords for each file. The maximum number of characters in this whole field is 80; no one keyword can be longer than 17 characters.

Once sent to CompuServe, keywords are fed thru a "Stoplist" filter that removes common words such as "I", "AN", "OR", "MY", and so on. Contractions or hyphenated words ("CAN'T", "VER-1" etc.) are stripped of punctuation and treated as two separate words. Many punctuation marks are disallowed altogether. OzCIS understands this and strips the line for you, if necessary.

TITLE

A short description - 49 characters or less. The "title" is the one- line description you see in an OzCIS short-format catalogue (or when you give the command "dir" at a CIS library "!" prompt).

DESCRIPTION

A free-form description of the file, up to 549 characters long - the information shown when you ask OzCIS to display a file's abstract (the same information displayed on-line when you give a "browse" command at a CIS library "!" prompt).

The editing area supports a part of the General Editor's command set, including its cursor movement keys, block and clipboard commands, commands for changing case and searching, and some others. Experiment a bit here (there are no menus).

The status-line in the editing window shows how many characters you've entered. If you reach the limit, OzCIS displays an error- alert. After you reach the limit, you can't type any more past the last character unless you first erase some other text within the window.

Before you put the cursor into the editing window, the UP and DOWN keys move the cursor among data fields in the dialogue. Once the cursor is in the editing window, use ESC to move it out of the window into another field of the dialogue.

IMPORTANT: NEVER place control or "highbit" characters into file titles, keywords, or descriptions.

When you're done entering file-upload information, press F10 to confirm it and close the dialogue. Or press ESC to close the dialogue without saving the information. OzCIS will not allow you to close the dialogue and save the information until you've filled in all of the data fields.

CAUTION: Pressing ESC will close the dialogue immediately - without any query from OzCIS. Keep a light touch on the ESC key when you use it to move the cursor out of the DESCRIPTION window!

Closing the dialogue and confirming the information creates a file (in the forum's subdirectory) whose base name is the first 8 characters of the forum's "GO" name and whose extension is .UL (like: DTPFORUM.UL). If there

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is now an .UL file, OzCIS appends the new information to it.

OzCIS reads the contents of the .UL file and makes the uploads to the forum at the end of a 1st or 2nd pass, then deletes the .UL file from the forum's subdirectory.

Reviewing or Altering Upload Information:

This release of OzCIS does not have a VIEW UPLOADS menu similar to the VIEW DOWNLOADS menu selection in a short- or long-format catalogue window. But there is a way to review pending uploads and change information within the .UL file.

Select FORUMS > CUSTOM SERVICES > EDIT ONLINE PROCESS FILE. An ONLINE FILES window opens at the right of the screen. Select "Pending Uploads (.UL)".

The General Editor immediately finds and opens the .UL file for the selected forum. If there isn't any such file, OzCIS displays an error message saying there are no pending uploads. Here is how the information for a file upload appears in the .UL file:

> ;6;ASCII;DTPREV.TXT;D:\TEXT\DTPREVUE.TXT
>
> This text file contains a summary of various trade magazines' reviews of a number of DTP programs for use under Windows and on the Mac. Subjects covered include user interface features, typographic features, graphics handling capabilities, trapping functions, system requirements, and list prices.
>
> *EOM*
> DTP PROGRAMS DESCRIPTION REVIEW DOS MAC WINDOWS COMPARISON
> Overview of current PC/Windows/Mac DTP programs

If you edit this file, make very sure not to alter its overall format. In particular, do not change the positions of semicolons in the first line, nor delete or add any semicolons. The first line contains:

Library number (in this case, "6"); the file type ("ASCII"); the name to be

used on CIS ("DTPREV.TXT"); the file's name and path on your system ("D;\ TEXT\DTPREVUE.TXT"); and the extended description (abstract) follows. If you must edit the abstract, be careful not to increase its length past the maximum of 549 chraracters. An end-of- message flag ("EOM") follows. Make sure to LEAVE IT ON A LINE BY ITSELF.

There are two asterisks in the line containing "EOM," above. In the .UL itself file there will not be asterisks, but rather two "highbit" (box-drawing) characters required by OzCIS. (We have removed the highbit characters from the documentation, figuring that some people's dot-matrix or letter-quality printers cannot reproduce them.)

DO NOT ALTER OR REMOVE THE HIGHBIT CHARACTERS.

If you accidentally delete one of them: The character to the immediate left of "EOM" has the decimal value of 204; the character to the immediate right of "EOM" has the decimal value of 185. Most text editors - and OzCIS' General Editor as well - support the entry of highbit characters via the ALT-plus-numeric-keypad method. I.e., ALT- 204 would print the highbit character placed to the left of "EOM".

The next line (text in all caps) contains the keywords. The final line is the short description.

The next block of file information, if any, in an .UL file should be separated from the previous block by a single blank line.

There is no quick "delete .UL file" option in this release of OzCIS. If you want to delete an .UL file entirely, you must do so at the DOS prompt.

On the other hand, if you would rather not exit from OzCIS to kill all pending uploads, use the General Editor to remove all of the lines in the .UL file, leaving an empty .UL file on disk. OzCIS, finding nothing in the file, will ignore it.

# # #