

\x**(c)onf) (d)ata (h)elp (i)nternet (m)ail (s)etup (u)sers (bye)**

To enter the Network conferencing system from the main menu, type **c** at the "Your Selection:" main command menu prompt. To get any option, type the letter shown in response to the "Conf" prompt.

? Provide a summary of conference commands.

(g)o Go to a conference. Type **g** then a **<space>**, and then the name of the conference you wish to visit, followed by **<RETURN>**. For example, **g ideas** will take you to the "ideas" conference. Alternatively, you may type just the name of the conference followed by **<RETURN>**. In all but one case, just typing the name of the conference will take you to that conference. The only exception is the "help" conference. To visit the conference, "help," you must type the full command:

```
Conf (? for help): g help
```

This special way of visiting this conference is required to differentiate it from just typing (h)elp to access the online tutorial about conferencing.

(h)elp Enter the help menu for the Conference and Database systems. The Help system is menu-based. Choose a number to view a topic, or type **q** to quit. Options available are:

```
1 - What are Electronic Conferences?  
2 - Finding Conferences of Interest  
3 - Visiting a Regular List of Conferences  
4 - Making Changes to your Regular List of Conferences  
5 - Entering Conferences  
6 - Reading Conference Topics  
7 - Downloading within Conferences  
8 - Too Many Unread Topics!  
9 - Responding to a Conference Topic  
10 - Writing a New Topic in a Conference  
11 - Forwarding or Sending a Copy of a Topic or Response  
12 - Using (m)ail within Conferencing  
13 - Leaving Conferences  
14 - Shortcuts in Conferencing  
15 - Deleting Conference Topics or Responses  
16 - Creating New Conferences  
17 - Command Summary
```

The online help tutorial is much like the tutorial found at the front of this user manual.

(l)ist Enter the Conference Directory to search for a conference of a particular kind, or obtain a list of all the conferences on the Network.

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Options are:

```
Search: (i)ndividual lists, or <RETURN> for ALL lists (? for help):
```

Your response to this prompt selects the particular network (Fidonet, HomeoNet, UseNet, GreenNet, Web, etc.) you're interested in. Options are:

<i> Select particular networks' conference lists by letter.
<RETURN> Confine the search to **all** the conferences available in your own network.

```
Search: (i)ndividual lists, or <RETURN> for ALL lists (? for help): i

a. Association for Progressive Communications (including GreenNet)
f. Fidonet
g. Poptel/GeoNet
m. Bitnet or Internet mailing lists

h. HomeoNet
t. The Music Network
u. UseNet
Please select one from the list above (q to quit):
```

You can now type any of the single-letter network identifiers.

```
Enter an additional list to search or <RETURN> to proceed:
```

The system responds to your choice of network with:

```
Enter name, keyword, or <RETURN> for all (? for help):
```

This prompt allows you to select a few conferences, or get a list of them all. Type in a word or a portion of a word, and all conferences related to the topic you type will be displayed. Note that case is not important; use either upper or lower case, and you will find information that is in either case.

Exception: If you want to find all conferences with titles containing "q", search for "qu" instead of "q" by itself.

```
Do you want: a (b)rief, (m)edium or (c)omplete listing (? for help):
```

Typing **b**, **m** or **c** determines how much information you will get on each conference.

(b)rief Display only the conference names. This is especially useful if you can't remember the spelling of a conference name; it's

also good for getting a rough idea of the number of conferences with a certain characteristic.

(m)edium Display the name and description of each conference.

(c)omplete Display all the information that exists online about this particular conference or conferences.

For both (m)edium and (c)omplete listings, conferences are grouped by the organisation that manages the conference.

Note: Another way to look for conferences of interest to you is to visit the conference called "gn.conferences." See the Tutorial section, Chapter 3, for instructions on using this conference.

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(m)aintain Maintain your regular or personal list of conferences. When you first sign up as a subscriber, the Network provides you with a list of "standard" conferences of general interest. This list is used by the (v)isit command. You may add to and delete from this list of conferences. You may also change the order of the conferences as they are listed and shown to you by the (v)isit command. You have the following options:

(a)dd Add the conference of your choice to your list. If you type ? when prompted for a conference name, you will be taken to the Conference Directory.

(d)elele Delete a conference from your list. You will be asked to provide its name.

(l)ist List the conferences currently on your regular list.

(r)eorder Change the list position of a conference. You will be asked for a new number. It is wise to (l)ist your list of conferences before assigning new positions. After typing r, you will be asked for a new number. You will then be asked to supply the name of a conference, followed by the position number you wish it to hold on your list. If you type ? when prompted for a conference name, you will be taken to the Conference Directory.

Note: None of your changes will take effect until you (q)uit and leave the conference mode. Changes will not be visible until you re-enter Conference mode from the main menu with the (c)onf command.

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(q)uit Quit the Conference mode and return to the Network's main menu.

(v)isit Visit the next conference on your conference list. The Network looks at the list of conferences you have set up with the (m)aintain command. It lists the name of each of your regular conferences, and stops when it finds one that has unread responses in it. At this point, use the (u)nread command until you see "No more unread messages." Then continue with (v)isit. At the end of your list, the Network responds with "Done visiting regular

conferences.”

In addition to the above general conference mode commands, the following options are conference-specific; that is, you need to be within a specific conference in order to access these commands:

- Backup to last displayed message in this conference.
- ! Enter facilitator mode. You must be reading a conference of which you are a facilitator to access this mode. For more information about being a facilitator, visit the "facilitators" conference.
- ^ If you are a conference facilitator, this allows you to mark this topic as permanent; i.e., it will not be deleted or archived if the conference is set up to delete or archive topics after a specified amount of time. Conversely, if this topic is already marked as permanent, using this command will "unmark" it. This attribute of a message is referred to on-line as its "facilitator mode". See the conference "facilitators" for more information.

(b)ackward Go back one screen in the index or a long message.

(f)orward Go forward one screen in the index or a long message.

(c)apture Options are:

(p)age Switching page mode off will remove the "--Hit <RETURN> for more--" prompt at the bottom of each screenful of text and scroll through the entire text without pausing. Great for downloading ascii text to disk for reading mail and conferences offline.

(d)ownload Download a single message or an entire topic, etc.
Sub-options are:

(m)essage Download only the current topic or response. Use this if the message contains a binary file.

(t)opic Download the entire topic and all its responses. Binary files contained in any topics or responses will be ignored.

(u)nread Download all unread topics and responses and mark them as read. Binary files contained in any topics or responses will be ignored.

Note: In all download options, the size of the text to be downloaded will be provided by the Network. You need to be sure that you have enough room on your hard or floppy disk to receive the amount of text. If you do not have enough room to transfer the text, or if you change your mind about downloading, you can hit <RETURN> or **(q)uit** at the "Protocol?" prompt to abort the download.

As in other download operations, protocol options for each of the above are:

(a)scii (text only)
(k)ermit (binary or text)
(x)modem (binary or text)

(y)modem (binary or text)
(z)modem (binary or text)

- (d)etele** Delete your own topic or response that you just created. This only works after you have re-read the message, and only if you delete your response *immediately* after posting it. Once someone else has responded to your topic or response, or it has been “networked” to conferences on other systems, your message is irrevocably “posted”. The Network updates very frequently, so we advise against relying on this command for deleting responses or topics. We recommend that if you are going to change your mind, you do so BEFORE completing the posting. If you *do* change your mind or notice a dreadful mistake after posting, however, you can send a message to the conference called “`conf.manager`”. This is read by all the network support staff, and they can delete the copy of your message on their version of the conference in question. See `conf.manager` for examples of such requests.
- (e)dit** Edit a topic or response that you just created. This command has the same restrictions as (d)etele, above.
- (i)ndex** See index of all topics in a conference. See the Tutorial section, Chapter 3 — Conferences, page 35, for a more complete explanation of the structure of an index.
- %** Switch the “only list unread messages on index” feature ON or OFF; it is normally OFF. After you type **%** the Network will list only those topics with unread messages next time you select the (i)ndex command. If you type **%** a second time, the feature is switched OFF and the (i)ndex command produces a list of all messages, both read and unread. See “Stringing Commands Together” at the end of this section for the best use of this option.
- <** Show first page of index; if in capture mode, will print entire index.
- >** Show last page of index; if in capture mode, will print entire index.
- 25** Read topic number **25** (for example).
- (n)ext** Show (n)ext message.
- (p)revious** Show (p)revious response or topic read.
- (o)lder** Go to the archive of this conference (if one exists). The archive is where the Network stores older, usually obsolete topics and responses. It looks just like a conference. You can (i)ndex and read topics and responses; you can *not* write replies or new topics. Typing **o** a second time will take you back to the active conference.
- (r)ead** Reread the current response or topic on the screen from the beginning.

(s)earch Searches *backwards* through the topic *titles* (not text) in the conference for messages written by a particular author, or topics with a specific title.
Options are:

(a)uthor search for topics or responses written by a particular person (User ID);

(t)itle Search the titles for a particular word.

(q)uit Exit search mode and return to the "Conf?" prompt.

Hint: The (s)earch function moves backwards til it finds the first "hit", ie matching author or title. To look again, further back in the conference, repeat the search, using a string command :

,say to repeat the last author search

,sty to repeat the last title search

45.6 Read a particular response (numbered **6**) to a topic (numbered **45**). For example, **14.5** displays the fifth response to topic 14.

(t)opic Display next **unread** (t)opic.

(u)nread Read next unread item.

(w)rite Write a conference response or send a message through email.
Options are:

(r)eply Reply to a topic or response just read.
Sub-options are:

(c)onference Post your reply as a response in the current topic.

(m)ail Send your reply privately as electronic mail to the author of the topic or response just read. The subject line of your message is automatically filled in with the name of the current conference topic.

(n)ew Write a new topic.
Sub-options are:

(c)onference Create a new topic in the current conference. It looks much the way that writing a response or piece of electronic mail does, except that when you are finished editing, it will ask you for a topic title.

(m)ail Without leaving this conference or Conference mode, send a new, but private, message to someone.

(s)end copy Send a copy of the current topic/response to someone through electronic mail. You will have the option of editing the contents.

(f)orward copy

Like “send copy” except that the Network forwards the contents without an opportunity for you to edit them.

Note: when you (s)end or (f)orward a copy you are not given a “Cc:” prompt. You have to remember to enter all the recipients at the “To:” prompt.

e(x)it

Leave the current conference without updating whether or not you’ve read unread responses and topics. Options are:

(f)orget

“Forget” that you’ve read anything (no update).

(p)retend

Pretend that everything in this conference has been read. This option is particularly useful if you are visiting a conference you’ve never been to before and don’t want to read months worth of postings, but only want to stay current from this time on. Therefore, next time you enter this conference and enter (u)nread, you will see only those topics and responses posted since you last visited the conference.

(y)et

After you post a message you can use the (y)et command to keep track of the people who have read the message on the Network. The (y)et command does not report who has read a “networked” message on other systems. Note that you need to re-read the message immediately before using (y)et. Note also that if you wait to use (y)et you may miss people who read your message between the time you post it and the time you run the (y)et command. Once you’ve hit “y”, you are asked to choose between:

(t)racking

Set the tracking up.

(l)ist

List the names of those who have read the message since the tracking was first set up.

Stringing commands together

Command letters can be strung together if you precede them with a comma (“,”). For example:

,wrc (w)rite a (r)eply to the (c)onference.

,xpvi e(x)it, (p)retending to have read everything, (v)isit the next conference and show its (i)ndex.

,wnm (w)rite a (n)ew message in (m)ail.

,cp (c)apture, switching(p)age mode off/on.

,%vi followed by

,vi

After choosing (c)onf from the main menu, type **,%vi** at the first prompt, before going into any conference. Then **,vi** will take you through your conference list, showing only an index of topics that have unread items in them. Once you’ve turned this command on, all subsequent (v)isits and (i)ndexing will list only topics with unread items in them, until you % again. If you want to go back

through a complete index, % <RETURN> at the "Conf?" prompt switches this "index only unread" mode OFF.

r 13.7 (r)ead response 7 of topic 13.

,wf jbloggs (w)rite (f)orward a copy of this message to user "jbloggs".

,ws17.6 (w)rite (s)end a copy of topic **17** response **6** ; you are prompted for the user ID to send it to: .