

## **Help Index**

The Index lists Help topics available for FileFind. Use the scroll bar to see entries not currently visible in the Help window.

To learn how to use Help, press F1 or choose Using Help from the Help menu.

## **Commands**

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## Keyboard Usage

Key(s)	Function
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^	Scrolls the selection list or directory tree 1 line up
V	Scrolls the selection list or directory tree 1 line down
Home	Position at the top of the selection list or directory tree.
End	Position at the end of the selection list or directory tree
PgUp	Scrolls the selection list or directory tree 1 window up. If the window contains exactly n lines, PgUp will scroll that many lines. If a partial line is showing, PgUp will move the top line to the bottom of the window partially showing the line.
PgDn	Scrolls the selection list or directory tree 1 window down. If the window contains exactly n lines, PgDn will scroll that many lines. If a partial line is showing, PgDn will move the bottom partial line to the top of the window.
<spacebar>	Selects the file or directory at the top of the window.
Shift	Selects a file or directory ranges in extended selections.
Ctrl	Selects an additional file or directory in extended selections.
Delete	Invokes the <a href="#">Delete Selections</a> dialog.
Ctrl+Tab	Switches to the alternate window.
Ctrl+d	Invokes the <b>List Dir(s) w/Spec</b> command.
Ctrl+r	Invokes an ad hoc dialog to run whatever you type in the command line.
Ctrl+0	Starts the currently selected file.

If current selection is an executable, Filefind concatenates the file's drive and path to the file name and starts the file. FileFind looks in the WIN.INI to determine what file extensions to consider programs. FileFind will try to start the file if its extension is listed in the Programs item in the [windows] section of the WIN.INI file. Typically, this line will look something like Programs=com exe bat pif. In this example, FileFind will try to start a selection if its extension is .COM, .EXE.,BAT., OR PIF.

If the selected file cannot be started, FileFind will attempt to start a program associated with the extension and pass the drive, path, file string as a parameter. FileFind looks in the [Extensions] section of the WIN.INI for an item corresponding to the extension. If one is found, FileFind starts the program associated with that item with the selected file as a parameter.

Ctrl+1	Starts another instance of FileFind.
Ctrl+2-9	Executes a user defined menu command.

You can define up to 8 of your own commands to be executed. Accelerator Ctrl+2 is associated with the RUN2 menu item, Ctrl+3 is associated with the RUN3 menu item, etc. See [configuring Filefind](#) for more information. If you choose one of these menu items, Filefind starts the defined program and passes a string containing the drive, path, and filename as a parameter to the program.

## **Commands**

### Select Menu Commands

- List Dir(s)
- List Dir(s) w/Spec
- [Printer](#)

### Edit Menu Commands

- Copy
- Cut
- Copy List
- Cut List
- Select All

### List Menu Command

### Tree Menu Command

### [Search](#) Menu Command

### Action Menu Commands

- [Delete Selections](#)
- [Print Selections](#)
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- [Move Selections](#)
- [Rename Selections](#)
- [Change Selection &Atts](#)
- [Add Directory](#)
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### Options Menu Commands

- [File List Display](#)
- [Directory List Display](#)
- [Set Defaults](#)
- Set Options to Defaults
- [Register License](#)

## Select Menu Commands

- List Dir(s)** Creates a file list of the files in the selected directory(s). This command ignores the file specification but respects the attribute selections and since option.
- List Dir(s) w/Spec** Creates a file list of the files in the selected directory(s) based on the search specification. This command respects the attribute selections and since option.
- Printer** allows you to choose and/or configure a printer. Additionally, allows you pop up the windows Control Panel program.
- Exit** Exits FileFind.

## **Edit Menu Commands**

- Copy** creates a copy the current selections and places it in the clipboard. Whatever is being shown on the display is copied to the clipboard. For example, if you include file sizes in your view, they will be copied to the clipboard. The filename is always copied.
- Cut** removes the current selections and places them in the clipboard. Whatever is being shown on the display is copied to the clipboard. For example, if you include file sizes in your view, they will be copied to the clipboard. The filename is always copied.
- Copy List** creates a copy the entire file list and places it in the clipboard. The list is copied as shown. File attributes such as date and size are written to the clipboard if they are currently being shown.
- Cut List** removes the entire list and places it in the clipboard. The list is copied as shown. File attributes such as date and size are written to the clipboard if they are currently being shown.
- Select All** Selects all directories in the directory list or all files in the file list. Once selected, you may use one of the cut and paste operations, or perform one of the actions appropriate for selected directories or files.

## **List Menu Command**

Switches the display to the file list. This command is only available when a file list is present.

## **Tree Menu Command**

Switches the display to the directory tree. This command is only available when a directory tree is present.



## **Search Menu Command**

Invokes the [Search](#) dialog. The [Search](#) dialog is the central point for selecting drives, choosing attributes, entering file specifications, etc.

## Action Menu Commands

- Delete Selections** Deletes some or all the entries in the selection list.
- Print Selections** Prints some or all the entries in the selection list.
- Copy Selections** Copies some or all the entries in the selection list to another directory or disk drive.
- Move Selections** Moves some or all the entries in the selection list to another directory or disk drive.
- Rename Selections** Renames some or all the entries in the selection list to another set of names.
- Change Selection &Atts** Changes file attributes for some or all the entries in the selection list.
- Add Directory** Changes file attributes for some or all the entries in the selection list.
- Run Command** Runs whatever command you type in.

### **Selection**

Starts the current selection.

If current selection is an executable, Filefind concatenates the file's drive and path to the file name and starts the file. FileFind looks in the WIN.INI to determine what file extensions to consider programs. FileFind will try to start the file if its extension is listed in the Programs item in the [windows] section of the WIN.INI file. Typically, this line will look something like Programs=com exe bat pif. In this example, FileFind will try to start a selection if its extension is .COM, .EXE.,BAT., or PIF.

If the selected file cannot be started, FileFind will attempt to start a program associated with the extension and pass the drive, path, file string as a parameter. FileFind looks in the [Extensions] section of the WIN.INI for an item corresponding to the extension. If one is found, FileFind starts the program associated with that item with the selected file as a parameter.

### **Filefind**

Start another FileFind. This is simply a simple way to start multiple copies of FileFind.

### **User items**

Starts the specified program and passes the current selection as a parameter to the program. The drive and path are concatenated to the filename. See [Configuring FileFind](#) for instructions on setting up user menu items.

## Options Menu Commands

[File List Display](#) Sets permanent and default file display and sorting options

[Directory List Display](#) Sets permanent and default directory display and sorting options

[Set Defaults](#) Invokes the dialog that sets FileFind defaults

**Set Options to Defaults** Sets the display options back to the current default settings.

[Register License](#) Invokes the Registration procedure.

## **Procedures**

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## Configuring Filefind

Filefind can be configured in several ways. Some of these are configurable within FileFind while others require editing the WIN.INI file. Most of the configuration options control how directory or file lists are presented to you. Other options are search defaults, user menu items, and initial window size.

To set configuration options within FileFind, Choose the **Options** menu and the **File List Display, Directory List Display**, or the **Set Defaults** menu items.

The **File List Display**, and **Directory List Display** dialogs are used to change current settings and save default settings to the ini file. Except where noted, any changes made in these dialogs will change how you currently operate when the **OK** button is pressed. Pressing the **Save** button will immediately save the settings in the INI file. Pressing the **Restore** button re-initializes the options based on the current **ini** file settings. And, the **Cancel** button leaves the current settings alone. A combination of buttons may be used to obtain the desired results. For example, if you want to change the default settings, but **not** have them take effect in your current session, change the settings as appropriate, press the **Save** button and then the **Cancel** button.

The **File List Display** dialog controls how the file list is displayed.

View	Contains a check box for each column in the file list display (other than the program name, it is not optional). Check each box to display the associated column. If <b>(Concatenate)</b> is checked, the disk drive, path, and file name are shown as one column. If <b>(Concatenate)</b> is left unchecked, the disk drive, path, and file name are shown as separate columns.
Sort	Contains a radio button for each sort option in the file list display. Select the desired sort sequence. When you press the <b>OK</b> button, the file list will be sorted.
Auto Sort	Determines whether the file list is always sorted after a search or not. When checked, a sort is done as soon as a file list has been created. If unchecked, you must invoked this dialog to sort the list.
Save	Saves the current selections as the new default selections.
Restore	Retrieves the default settings. If you press <b>OK</b> , the display will be back to its initial state.
OK	Causes the displayed options to be applied.
Cancel	Causes the displayed options to revert back to the settings that were in effect before the dialog was invoked.

The **Directory List Display** dialog controls how the directory list is displayed.

Sort	Contains a radio button for each sort option in the directory list display. Select the desired sort sequence. When you press the <b>OK</b> button, the file list will be sorted.
Save	Saves the current selections as the new default selections.
Restore	Retrieves the default settings. If you press <b>OK</b> , the display will be back to its initial state.
OK	Causes the displayed options to be applied.
Cancel	Causes the displayed options to revert back to the settings that were in effect before the dialog was invoked.

The **Set Defaults** dialog controls search and miscellaneous initialization settings.

Initial File Attribute Filters	The <b>Attributes</b> group box contains a check box for each of the possible file attributes. If an attribute is <b>checked</b> , FileFind will initially include that attribute in its search and match processing. If an attribute is <b>unchecked</b> , FileFind will not include that attribute in its search and match processing. In order for a file to be found, at least one attribute that is included in search and match processing must be set.
Save Window Size	This check box allows you to save the current size of the FileFind window as the initial size to use when FileFind is started. Simply size FileFind as you want it to appear initially, check this button and press <b>OK</b> .
File Search at Start	If <b>checked</b> , this automatically invokes the <b>Search</b> dialog when FileFind is started. If it is <b>unchecked</b> , you must invoke <b>Search</b> yourself.
Initial Drive	FileFind can start at any drive you wish by scrolling the initial drive scroll bar. As you scroll, you will see each of the drives in your system displayed. Leave the scroll bar at the desired drive. If you wish to have FileFind default to the 'current' drive, scroll completely to the left until you see default drive appear as the drive. FileFind will now default to whatever is the current drive when it starts up.

### User Defined Menu Items

The one configuration item that you can not set within FileFind is the user defined menu item. User defined menu items are saved in the WIN.INI file in the same section as the above options. You should set one or more options as above to let FileFind setup the section name that is required before adding user defined menu items. User defined menu items may be added to the INI file with any editor you wish. The user defined menu items are all placed in the **[SRS File Finder]** section

of the INI file. The order is not important so long as you place these lines after **[SRS File Finder]** and before the next **[section]**.

You may define up to eight of your own menu items in the **Action** menu. Entries take the form listed below. White space is indicated by <space> and may contain one or more space characters.

Runx=menutext <space> [drive:][path]program\_name

Where:

x	is a single digit 2-9.
menutext	is the text to be displayed on the menu. If you precede a character with an ampersand (&), it will appear underlined and be the accelerator for that menu item.
[drive]	is an optional disk drive specification to the program to be started. Use A:, B:, etc.
[path]	is an optional path to the program to be started.
program_name	is the program to be started.

## Configuring a Printer

The currently selected printer or any printer in the listbox may be configured within Filefind.

To configure a printer Invoke the Select menu and the [Printer](#) menu item. In the [Printers](#) dialog, make sure that the printer you wish to configure is selected. Press Setup to invoke the printer's configuration dialog. The details of printer configuration vary from printer to printer.



## Invoking Control Panel

Filefind can launch Control Panel or bring it to the top if it is already running. Invoke the [Printer](#) dialog. In the [Printer](#) dialog, press the [Control Panel](#) button.

## Launching Programs

Filefind can launch additional instances of Filefind and user defined programs.

### Launching another FileFind

Select the **Action** menu and the **FileFind** menu item to launch another instance of FileFind. You may also use **Ctrl+2**.

### Launching programs from the file list

If the file list contains a windows program (e.g. \*.EXE, \*.PIF), you may launch the file as a program in three ways. The easiest way is to double click on the file list item. You may also select the file list item by clicking on it and then selecting the **Action** menu and **Selection** menu item. Finally the **Ctrl+0** accelerator will invoke the selected file list item as a program.

### Launching associated programs from the file list

If the file list contains a file whose extension is associated with another program (e.g. \*.TXT brings up NOTEPAD.EXE), you may launch the associated program with the selected file as a parameter. The easiest way is to double click on the file list item. You may also select the file list item by clicking on it and then selecting the **Action** menu and **Selection** menu item. Finally the **Ctrl+0** accelerator will invoke the selected file list item as a program.

### Launching programs for user defined menu items.

In the above example, \*.TXT files were associated with NOTEPAD.EXE. If you wish for this default association to continue, but need to occasionally launch a different program for any given file, you must configure FileFind for a user defined menu item for each program. To launch one your programs, select the file from the file list by clicking on it. Then select the **Action** menu and the menu item that will invoke the desired program. Each of these menu items as an accelerator defined for it. To use the accelerator, press **Ctrl+x** where **x** is the number used in the **Runx** configuration of the user defined menu item.

### Launching ad hoc programs

FileFind allows you launch any program without pre-defining it to the user menus. Simply select the **Action** menu the **Run Command** item. A dialog where you may enter any command you want will appear. FileFind doesn't do much of anything with it other than start the entered program. FileFind does store you entry so you can start the same program again without re-entering its name.

## Setting Search Parameters

The search parameters are set in the [Search](#) dialog. You can tailor your search by specifying what disk drive(s) to search, wild card file specifications, file attributes to match, file age, and whether directories with extensions will be searched. Less frequently used search parameters are accessed by pressing [More>>](#) to expand the dialog. The dialog may be shrunk again by pressing [<<Less](#) while it is expanded.

### Disk Drives

The [search](#) dialog present a set of check boxes that correspond to the drives accessed by your computer. By checking or unchecking these boxes, you can tailor which drive will be searched. Each time you come in to the [search](#) dialog, the previous (or default) selections are pre-checked. You must uncheck any that you no longer wish to use and check any new ones.

### File Specifications

File specifications are the same as you would use for the DOS DIR command. The `?` indicates that any character will match in that one position. The `*` indicates that any file matches up to the position containing the `*` is a match. Current versions of DOS allow you to specify `ABC*D.*`. However, this specification is no different than `ABC*.*`.

### File Attribute Filtering

A series of check boxes allow you to include files that have a particular attribute set. For example, if you only want to see read-only files, **check** the read-only check box and leave all the other attributes **unchecked**. If you want to see all files that are either read-only or have their archive attribute set, **check** the read-only and archive boxes while leaving the others unchecked. The volume label and directory check boxes work a little differently. When these are **checked**, the files are included. When they are **unchecked** the volume or subdirectory files will **not** be displayed regardless of their other attribute settings.

### File Age Filtering

To select only files that are new or have been modified within a certain number of days, use the within option. To use this, check the **Within** check box and enter a positive number of days. FileFind will ignore any files that are older than the number of days entered.

### Ignoring Directories with Extensions

If the **.EXT Directories** check box is checked, all directories are searched. If it is left unchecked, any directories with an extension are bypassed. The main reason for including this option is to speed your searches. Ignoring directories with extensions can cut your search time by as much as 50% even if you don't have any directories with extensions. While this may change in future versions of DOS, it also allows you to configure your disk to ignore certain directories. For example, if you move files to an archive directory before deleting the files and never want to search the archive directory, simple name it something like DELETE.ARC and leave the **.EXT Directories** check box unchecked.

## **File List Selections**

Filefind allows you to select any combination of files in the file list for further action such as moving, deleting, etc.

You can select any combination of files by clicking the mouse by itself, while pressing the Shift key, while pressing the Ctrl key, or while pressing both the Shift and Ctrl key.

## **Other Procedures**

The following menu contains a list of the less frequently used procedures. Common procedures are listed in the [Index](#).

to be issued

## Error Messages

Can not copy a Subdirectory

A subdirectory is in the selection list and you have invoked the copy command. Filefind can not copy subdirectories.

Can not copy a Volume Id

A volume label is in the selection list and you have invoked the copy command. Filefind can not copy volume labels.

Can not delete Volume Id

A volume label is in the selection list and you have invoked the delete command. Filefind can not delete volume labels.

Can not make directory Path.Name

You have attempted to add a directory and FileFind was unable to add the name. Path specifies the drive and directory up to the directory that you are try to add a new directory under. Name is the name you typed in. The most probable cause is that you have entered illegal characters in the name such as \*. The other most probable cause is that you have exceed the path limit for DOS. This is currently about 63 characters and includes slashes.

Can not move a Subdirectory

A subdirectory is in the selection list and you have invoked the move command. Filefind can not move subdirectories.

Can not move a Volume Id

A volume label is in the selection list and you have invoked the move command. Filefind can not move volume labels.

Can not move to the same directory

An attempt to copy or move a file to the same directory has been made.

Can not run menu item xxxx

You have attempted to invoke a user defined menu item. xxxx is the associated program id. Filefind does not consider the associated program id to be an executable file. If the associated program id is an executable file, your win.ini file may be in error. See the section on installing Filefind for further information.

Can not run selection xxxx

You have attempted to invoke a selection that Filefind does not consider an executable file. xxxx is the associated program id. If you have selected what you think is an executable file, your win.ini file may be in error. See the section on installing Filefind for further information.

A Directory is not Currently Selected.

The list directory or list directory w/spec menu item has been invoked. However, you have not yet selected a directory tree item.

Do not ignore these messages.

You are running an unlicensed copy of Filefind and clicked on the Ignore button. You can not ignore these messages. You should also license you copy of Filefind.

- Error S1002 - File Limit Exceeded

Some versions of Filefind have a built-in limit to the number of files that may be found.

File not found

No files matching the entered file specification were found. Check the specification. Also make sure that you specified the correct disk drive.

No files selected

A delete, move, print, or one of the user defined menu items has been requested, but no file has been selected.

No files to show

Filefind could not find any files to show. This may come from a file search, trying to list files in an empty directory, etc.

Not a valid license Id

You have entered the license registration id and clicked the OK but the id is invalid. Correct and re-try.

Not enough memory to construct selection string

Not enough memory exists construct a string of the selections. Free some memory by closing existing applications.

Not enough memory to continue

Filefind needs to allocate memory and there isn't enough available. This can occur while Filefind is searching the disk and building lists of directories and matching files, when copying a file, or moving a file. If you are running in Real Mode, freeing up memory from other windows applications may help. If you are operating in Standard or 386 Enhanced mode, this should only occur while Filefind is building the file list based on a search specification that is finding hundreds of files that match the search specification. Try narrowing the search specification.

Not enough memory to create destination path

An attempt to copy or move a file is being made. Not enough memory exists to create destination directory information.

Rename Failed with DOS Error xxxx

You attempting to rename a file and a DOS error has occurred. xxxx is the DOS error number.

Overwrite xxxx

A copy operation has been specified and the file already exists in the destination directory. If you want to write over the existing file, click on OK. Click on Cancel to leave the existing file in the destination directory intact.

Unable to delete Directory filename.ext

Filefind is unable to delete the directory filename.ext. The most likely cause is that the subdirectory contains other subdirectories or files. Filefind can only delete empty subdirectories. Other reasons are that it is a read-only file or that it is one of your current directories (i.e. some windows or DOS program is using the directory).

Unable to delete File filename.ext

Filefind is unable to delete the file filename.ext. The most likely cause is that the file is a read-only file.

Within days are invalid

The days to use for the Within filter is invalid. This value must be a positive number.

xxxx opening destination file

A DOS error has occurred trying to open the destination file for a copy or move. xxxx is the DOS error code.

xxxx opening source file

A DOS error has occurred trying to open the source file for a copy, move, or print. xxxx is the DOS error code.

xxxx reading source file

A DOS error has occurred trying to read the source file for a copy or move. xxxx is the DOS error code.

xxxx writing destination file

A DOS error has occurred trying to write the destination file for a copy or move. xxxx is the DOS error code.

## Help Conventions

Note the following conventions.

References to dialogs are listed in **BLUE**. The reference may be the title of the dialog when it is active or the menu item text that invokes the dialog.

References to user actions such as using accelerator keys and pressing certain push buttons are listed in **MAGENTA**.