

main_gadgets_guide

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WRITTEN BY		September 19, 2022	

REVISION HISTORY

NUMBER	DATE	DESCRIPTION	NAME

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Chapter 1

main_gadgets_guide

1.1 Main Display Gadgets

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```

1.2 The Z Key

Pressing 'z' will display a field selector so you can view any EXTERNAL or MEMO Field

1.3 Create

Create

Synopsis: Creates a database.

ShortCut- c (LowerCase)

Enter How many fields you wish to have.Next enter the field name ,see Field Types, next enter the length.You will then be asked for the 'Field Type'.

SELECT: STRING | DATE | INTEGER | BBOX | FBOX | TEXT | EXTERNAL | MEMO

Field Types.

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STRING Input Data any Format  
 DATE Input data as Date DD/MM/YY  
 INTEGER Input Data as Numeric.  
 BBOX Displays as text in a BevelBox  
 FBOX Displays as text in a Flipped Box  
 TEXT Displays as text.  
 EXTERNAL Display ASCII,IFF, AMIGAGUIDE, Play Sound Sample  
 MEMO Capture Data from Disk,File,Keyboard.

After you have defined your fields you now have to position them on the screen using the Mouse. When the field is in the desired position press the left mouse button. After you have positioned all of your fields you will then be able to add data as you wish. However If you have made a mistake this can be easily rectified by using the functions found in Organise.

EXTERNAL - Any external field will be displayed as a Gadget.To access the file just click the gadget.To display the contents of the field select Snap.You can edit the field as usual.A ASCII Field Gadget has a broken blue border whereas a MEMO Field Gadget has a solid blue border.

Iff

Synopsis: Displays ILBM IFF Pictures

ShortCut p

Similar to External but displays a IFF File instead.To print the file select 'Searching' from the 'Print requester.'

See ASCII

## 1.4 Field Definitions

Field Definitions:

-----  
 String

Synopsis: Field Definition- String Field

ShortCut s (LowerCase)

Defines the current field to input strings {Alpha/Numeric}

Date

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Synopsis: Field Definition- Date Field

Shortcut d {LowerCase}

Date Type 1 DD/MM/YY

Date Type 2 DD MMM YYYY IE. 12 Nov 1993

Defines the current field for a Date input.

NOTE: It is very important that you specify a date field BEFORE you enter any data.

If you have already created a database and have entered some data you will be alright if you Add a Date field.

On the other hand if you wish to change a current field to a Date field you will first have to Export the database, select New 'delete data' , then change the field type and Import the data back in.

Alternatively you could add another field and use the UpDate function to enter the correct dates.

UpDate  
Integer

Synopsis: Field Definition- Numeric Data Input

Shortcut i {LowerCase}

Input Numeric data.

BBox

Synopsis: Field Definition- Display Field

Shortcut b {LowerCase}

Displays field title only. The field title is embodied in a BevelBox .NOTE You need only set the field length to 1.

Text

Synopsis: Field Definition- Display Field

Shortcut t {LowerCase}

Displays field title only.  
NOTE You need only set the field length to 1.

FBox

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When you add data for a Memo field you have a requester that asks you:

Use Existing | Load New | Key Board | Directory

How much data that can be held depends on the size of the field. If you wish to use a lot of data then you will have to have a large enough field size.

#### Load New

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If this is the first Item and you wish to capture data from a file on a disk in DF1: then select Load New. Select the file using the file requester. After Some disk activity a window will open and the window title should read 'Use Cursor Keys Return to select.'

Press the Cursor Down key to scroll the text down the screen and the cursor up key to scroll the text up the screen. When you have displayed the start of the document press return. The window will clear and the start of the selected text will be displayed inverse on the screen. Using the cursor keys display the last line you wish to capture and press return.

Useful Tip- In any subsequent field entering '<' will display the first word from the text previously captured. (Useful for Fish disk Content file).

Use Existing

~~~~~

This will allow you to grab more data from a file that has been previously opened.

#### Directory

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Selecting this function will allow you to select data from the directory of a Disk. You select the data in the same way as above.

KeyBoard

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This allows you to enter data from the keyboard.

#### Grabbing Data

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Use the cursor down/up keys. When you see the first line that you want, press return. If you have loaded a Directory and you wish to grab the contents of a Directory press 'l' this will load the directory, if you wish to go back to the previous directory press '*'. .

Once you have hi-lited the lines you wish to grab press return.

1.5 Delete

Delete

Synopsis: Deletes current record

ShortCut- D (UpperCase)

Selecting this will result in LOSS OF DATA make sure that you have backed up your data before using this function.

1.6 Sort

Sort

Synopsis: Sorts Records

ShortCut- S (UpperCase)

This function allows you to sort your data by any field. You can also sort numerically as well by string. After you select this function the select field requester appears. The sort routine is very fast and is case insensitive. In case you were wondering DDBASE uses a type of Shell Metzner sort routine.

1.7 Load

Load

Synopsis: Loads a previously saved file.

ShortCut- l (LowerCase)

This function does what it says- loads data from disk. The file requester has a pattern matching to '.ddb', this is added to all files saved with DDBASE. This makes finding and loading a lot easier. (Nico Francois is worth his weight in gold)

1.8 Add

Add

Synopsis: Adds a record to the database

ShortCut- Cr (CarriageReturn)

To add data just press the return key and then just type in your data and then select Accept or Cancel. Easy isn't it.

Also if you have any external fields you can choose the ASCII/IFF file from a File Requester (Reqtools of course) ,so if you have more than one external field it might make sense to keep all your external files in the same directory.

1.9 Edit

Edit

Synopsis: Edits current record

ShortCut- e (Lowercase)

1.10 Search

Search

Synopsis: Search Database (Case Insensitive)

Shortcut =

With this function you can search the database using any of the fields. Any field that you do not want to use just leave blank. You can use '^' '=' '|' (thats shift + \).

Using '^' {In String} You would use this :- ^fred -: this would search that field for any occurances of 'fred' in the field.

Using '|' {Left String} You would use this :- |fred -: this would search that field for the left part of the field that equals 'fred'.

Using '=' {Exact Match} You would use this :- =fred -: this would search that field for an exact match.

Using '*' {Range} You would use this :- *Peter|Oscar -: This would display all the records from Peter to Oscar. If you want to do a range with a date or the field length isn't sufficient to enter your range the just enter '*' and after to have entered all your other search criterea you will be able to enter your range using a string requester.

Quick Search

1.11 Quick Search

Quick Search

Synopsis: Quick Search (Case Insensitive)

Shortcut ?

This function will search all fields for any occurrence of the search word. Example :- If you entered 'fred' it would try to find any occurrence of fred in any of the fields. This is case insensitive.

See

Search

1.12 Cursor Keys

|« Cursor Down

Synopsis: Move to start of Database

Shortcut Cursor Down

When a database has been open it moves to the start.

«« Cursor Left

Synopsis: Moves to the previous record

Shortcut Cursor Left

Displays the previous record.

»» Cursor Right

Synopsis: Displays the next record

Shortcut Cursor Right

Displays the next record.

»| Cursor Up

Synopsis: Moves to Last record

Shortcut Cursor Up

Moves to the last record.

1.13 Goto-

° Space - GoTo

Synopsis: Goto Line No

Shortcut Space

Allows you to Jump to any Line No.

1.14 About

About

Synopsis: Tells you all about me!

Shortcut A (Uppercase)

What can I say!!!!

1.15 Print

Print

Synopsis: Allows user to print using various output.

ShortCut- p (LowerCase)

See Help in Print Section.

1.16 Save As

Save As

Synopsis: Saves DataBase

ShortCut s (LowerCase)

Produces a ReqTools File Requester so you can choose what name to save the database with.

1.17 Snap

Snap

Synopsis: Takes a snapshot of current record

ShortCut P (UpperCase)

Those of you who have not heard of the utility 'SNAP' © Mikael Karlsson, may find this quite strange. When selected the program will save the current record to T: as snap{nn}.ddb. NN is updated for each record you Snap so after for instance you Snap 2 Records the directory T: would look something like this:

```
1.Ram Disk:> dir t:
snap1.ddb
snap2.ddb
1.Ram Disk:>
```

The reason why the current record is displayed in a Requester is quite simple SNAP © by Mikael Karlsson does not work due to the BevelBoxes.

1.18 Report

Synopsis: To Create a Report from a Database

Shortcut N

Select - Fields|Group|Report|Load|Save|Exit

Fields:

Object - Select the fields you wish to calculate.

Enter how many fields you wish to use. Then just select the fields from the requester.

Group:

Object - To group a database from the selected field.

Just select the field from the requester.

Report:

Object - To enter the search criteria and to display the report.

First you have to declare the fields to calculate (sum) and the field to group. If you have set DDBASE to Print while Searching, you will be asked for a title for the report. Next you can enter the search criteria, see Search. On finishing entering data a new window will be opened and your report will be displayed.

Load:

Object - To load a previously saved report.

Save:

Object - To save a report.

1.19 UpDate Database

Synopsis: Edit Selected fields only.

Shortcut u

Enables the user to Update a file using the selected fields.If for instance you add any extra fields after you have created a new file you would select the new fields and just update these.

1.20 New

New

Synopsis:Deletes the whole database or data

ShortCut n (LowerCase)

You have the option Kill! | Data | Cancel. Selecting Kill! will delete the data and the data structure (fields etc). Whereas Delete Data will only clear the data leaving the data structure intact.

1.21 Save

Save

Synopsis: Save data direct without the option of a File Requester.

ShortCut v (LowerCase)

Save will only work if there is a database that has either been loaded or has previously been saved.In other words if the file path and name is null ("") it will not work

1.22 Organise

Organise

Synopsis: To alter fields and Import and Export Data

ShortCut o (LowerCase)

I believe that these functions make DDBASE stand out from other Database programs. To be able to alter the fields and their position to Add fields or delete them with ease.

1.23 Preferences

Prefs

Synopsis: Allows the user to alter some operations of DDBASE

Shortcut x (LowerCase)

ANIM Select 'l'.Enter the name of the ANIM player. It has to be in the C directory. To use with a CLI use the '*' command.
IE. biganim * [other commands]

SAMPLE Select 'R'.Enter the name of your preferred sample player
PLAYER ,dont forget to enter any parameters that the player may require. IE dsound -m -w. It has to be in the C Directory.
If your sample player needs a CLI then use the '*' command.
IE. dsound * -m -w .

PRINT This option sets the page Length for output to a printer.
SEE the Print section.

SEPERATOR This allows you to enter the field seperator.This is useful when you are exporting or importing data from SuperBase.
{SuperBase ©Precision Software}

CALCULATE Calculate when searching [=].Will open a window and display all the selected fields.{See Calculations}

PATH Set the Path for DDBASE.Keep all your files here.

CRUNCH Will crunch any DDBASE #?.dat file thats saved.Needs the command 'crunch' to be in the c: directory.

DATE Use DD/MM/YY or DD MMM YYYY (12/06/93 or 12 Jun 1993)

TASKPRI Alter the TaskPriority. (-10 to 20)

SAVE This saves the preference settings.

USE This saves the preference settings to Ram:env/sys/.

USE+SAVE Take a guess at this one... Thats correct it saves the Preference Settings to the current prefs (env:sys/) and to prefs/Env-Archive/sys/.