# **Overview of Web Catalog**

Web Catalog is a topic based search utility that complements Lycos Web Search. Rather than searching for keywords on Web sites. Web Catalog accesses a database that categorizes Web sites by the type of topics they address. From the database, it creates a list of Web sites that match the topic you select. Keep the Internet Mania CD-ROM in the drive while running Web Catalog.

{button ,AL(`Getting Started;How to...;How Web Catalog works')} Related topics

# **How Web Catalog works**

Web Catalog displays a list of topics and sub-topics that are available in the database. If you select a topic from that list, Web Catalog displays a list of sub topics. If you select a sub-topic, Web Catalog then checks its database and displays a list that contains Web sites related to the topic you selected.

{button ,AL(`Getting Started;Overview of Web Catalog')} Related topics

# **Getting started**

## Select a general topic

Click an entry in the list in the left panel. A list of sub-topics is displayed.

## Select a sub-topic

Click on a sub-topic. Web Catalog checks the database for Web sites that are related to that topic and displays the search results in the right panel.

#### Go to a site from the search results

The search results are broken up into sections. Each section has a heading in blue text. If you click on the blue text, Web catalog launches your Web browser and attempts to locate the selected Web site.

{button ,AL(`How to...;How Web Catalog works;Overview of Web Catalog')} Related topics

# Exit command (File menu)

Commands: Exit
Shortcuts: Alt+F4

If you want to stop Web Catalog from running on your system, you can exit the application. You may also run other applications and leave Web Catalog running in the background.

When Web Catalog is minimized, it appears next to the clock on the task bar.

## To exit Web Catalog:

1. From the File menu, choose the Exit command.

## To leave Web Catalog running in the background:

1. From the System menu, choose the Minimize command.

{button ,AL(`Options... command (Tools menu)')} Related topics

## Split command (View menu)

Command: Split Shortcut: N/A

The Split command allows you to move the split bar which separates the left and right panels of the Web Catalog window. The left panel displays a list of the categories that Web Catalog contains. When you select a category in the left panel, a list of sub-topics is displayed. When you select a sub-topic, Web Catalog searches its database for Web sites that fit the selected category and displays the search results in the right panel. The split bar allows you to increase the size of the window that contains the information you are most interested in at any time.

## To change the size of the right and left panels of the main window:

- 1. From the View command, choose the Split command.
- 2. The split bar moves with the mouse. Move the split bar right or left to size the windows the way you want them.
- 3. Click the mouse when the split bar is in the correct position.

## **Options... command (Tools menu)**

Commands: Options
Shortcuts: N/A

Web Catalog allows you to specify how you want Web Catalog to locate a selected Web page. Selecting Launch <u>URL</u> sends the URL of the Web page directly to the Windows 95 operating system. Windows 95 attempts to locate the Web page by starting whatever Web browser is on your system. However, you can also direct Web Catalog to use any appropriate Web browser that's installed on your computer.

## To specify which Web Browser to use in conjunction with Web Catalog:

- 1. From the Tools menu, choose the Options command.
- 2. Select either Launch URL or Launch Program and enter the path to your Web browser.
- 3. Click OK.

{button ,AL(`Browser tab (Options dialog box);Options')} Related topics

# **Contents command (Help menu)**

Commands: Contents
Shortcuts: N/A

Choosing the Contents command displays a list of topics available in this Help file.

## **Using Help command (Help menu)**

Commands: Using Help

Shortcuts: N/A

If you require help performing any function in Web Catalog, extensive on-line help is included in the software. If you are unsure of the operation of any menu command or the procedure for a specific function, the on-line Help in Web Catalog can probably help you.

Method of accessing Help	Type of information provided
Help menu	Choosing Contents from the Help menu displays the Help file's table of contents and allows you to access the Help file's Index and full text search. Use the Help menu for overviews and explanations of procedures.
F1 Key	Provides help on the currently selected object. For example, if you select a menu command and press F1, information on the use of the selected command is displayed.
Right mouse click	Provides information on the selected object. For example: right click the mouse on a check box and choose What's This? from the menu to view an explanation of that check box.
Help button	Provides an overview of the current dialog box or window.

You can browse through this Help file to become familiar with the help features available in Web Catalog.

#### To open the online Web Catalog Help files:

1. From the Help menu, choose the Contents command or press the F1 key.

#### To display Help for a specific command

- 1. Highlight the command.
- 2. Press the F1 key.

#### To display Help for a specific dialog box:

1. Press the Help button on the dialog box.

#### To display Help for window elements such as buttons and list boxes:

1. Press the Shift and F1 keys at the same time and then click the element.

# About command (Help menu)

Commands: About Shortcuts: N/A

The About Web Catalog command displays version information about Web Catalog.

# To display the version of Web Catalog that you're using:

1. From the Help menu, choose the About command.

**System menu** is activated by clicking on the Web Catalog icon in the upper-left corner of the Web Catalog window. It contains commands which allow you to restore, move, size, minimize, maximize, and close the Web Catalog window.

*Minimize* reduces the window to an icon beside the clock on the task bar. This action occurs when you either choose the Minimize command from the System menu or click the left button in the upper right-hand corner of the window.

*Maximize* increases the window to the size of your screen. This action occurs when you either choose the Maximize command from the System menu or click the right button in the upper right-hand corner of the window.

Size allows you to drag a border on the window to resize it.

Close shuts down the window.

**Restore** returns the window to its original size.

Move allows you to drag the window to a new location.

Switch To displays the Task List from which you can activate another application.

*Caption bar* displays the name of the current directory contents and pane.

**Scroll bars** advance the information in the current panel.

## **Options**

The Options dialog box allows you to specify how Web Catalog will access your Web Browser.

#### To specify how Web Catalog accesses your Web browser:

- 1. From the Tools menu, choose the Options... command.
- 2. Choose the settings that are appropriate for your system.

If you want Windows 95 to locate an appropriate Web browser, enable the Launch URL button and click the OK button. If you want to specify which browser you want Web Catalog to launch, enable the Launch Program button, specify the path to your Web browser and click the OK button.

**Launch URL button** sends the URL of the Web page directly to the Windows 95 operating system. Windows 95 then launches your Web browser and locates the selected Web page.

**Launch Program button** instructs Web Catalog to launch your Web browser whenever you open a Web page from within Web Catalog.

**Path box** specifies the path to your Web browser application.

**Browse button** allows you to view the folders on any drives that are available to your system to make it easier to locate your Web browser.

**Apply button** applies any changes you've made in the Options dialog box to the current session. The Options dialog box remains open.

**Help button** displays this Help page.

**OK button** accepts the settings you've specified and exits from this dialog box.

Cancel button exits from this dialog box and discards any setting selections you've made.

{button ,AL(`Browser tab (Options dialog box)')} Related topics

## **Browser tab (Options dialog box)**

The Browser tab of the Options dialog box allows you to configure how Web Catalog launches your Web browser. You'll use the Web browser when you find Web sites that you want to access. If you want Windows 95 to locate an appropriate Web browser, enable the Launch URL button and click the OK button. If you want to specify which browser you want Web Catalog to launch, enable the Launch Program button, specify the path to your Web browser and click the OK button.

**Launch URL button** sends the URL of the Web page directly to the Windows 95 operating system. Windows 95 then launches your Web browser and locates the selected Web page.

**Launch Program button** instructs Web Catalog to launch your Web browser whenever you open a Web page from within Web Catalog.

**Path box** specifies the path to your Web browser application.

**Browse button** allows you to view the folders on any drives that are available to your system to make it easier to locate your Web browser.

**Apply button** applies any changes you've made in the Options dialog box to the current session. The Options dialog box remains open.

Help button displays this Help page.

**OK button** accepts the settings you've specified and exits from this dialog box.

Cancel button exits from this dialog box and discards any setting selections you've made.

Specifies that you want Web Catalog to send the URL of a Web page directly to the Windows 95 operating system when trying to access that page. Windows 95 will select and launch a Web browser on your system and locate the selected Web page. Web Catalog attempts to access Web pages when you click either the Look Up or PC Quote buttons in the main window.

Specifies that you want Web Catalog to launch a specific Web browser whenever you open a Web page from within Web Catalog. Web Catalog attempts to access Web pages when you click either the Look Up or PC Quote buttons in the main window.

Specifies the path to your Web browser application.

Allows you to view the folders on any drives that are available to your system to make it easier to locate your Web browser.

# **About**

The About dialog box displays version information about Web Catalog.

# Working with the search results

After the search results are returned from the database, Web Catalog displays detailed information in the right panel of the window. You can scroll through the list of Web sites using the scroll bar on the right side of the window.

The first line of each section in the right panel provides a link to a Web site. If you click on any of these links, Web Catalog launches your Web Browser and calls the selected Web site.

#### To visit a Web site from the search results:

1. Click the first line each section that is written in dark blue text.

## How to...

## **Using Web Catalog**

change the size of the right and left panels of the main window
exit Web Catalog
leave Web Catalog running in the background
specify how Web Catalog accesses your Web browser
specify which Web Browser to use in conjunction with Web Catalog
visit a Web site from the search results

#### Help

display Help for a specific comman display Help for a specific dialog box display Help for window elements such as buttons and list boxes display the version of Web Catalog that you're using open the online Web Catalog Help files