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1.1 INTRODUCTION:

CO-DIR 2.1 - Cursor Oriented Directory Version 2.1

CO-DIR 2.1 is a utility program which allows you to perform, with one or two key strokes (no need to type in file names), almost all the DOS commands relating to individual files on a disk. CO-DIR 2.1 allows you to process the files as they are listed on a disk Directory screen, by using a pair of blinking cursors. To use CO-DIR 2.1, simply type CODIR instead of DIR or CAT.

DOS commands and built-in commands which are supported include: Copy, Directory, Free, Help, Do file, Kill, List, Load, Modify, Print, Rename, Search, and Zero. Each of these commands are discussed in detail within the documentation.

CO-DIR 2.1 is not a program which will be used once in a while. It will be used almost every time you boot up your DOS since most of the DOS functions you would use can be done with CO-DIR 2.1 much faster and easier.

Every page you see while the Directory is being listed is saved in memory so you can scroll the Directory pages just like a word processor. Pressing <SHIFT> <UP ARROW> will cause the cursors to move to the top left hand side of the screen and if more than one Directory page is in memory, will move the first page onto the screen.

All options (except <ENTER>) display a prompt (Yes/No questions or Drive #) on the Command line (last line of screen),
i.e. Copy to which drive?

1.2 MANUAL NOTATION:

All capital letters or words inclosed in left and right brackets represent individual keys on the key board. Any two together represent keys that should be pressed together.

i.e. <SHIFT> <UP ARROW>

Press the shift key and the up arrow key together.

<ENTER>

Press the enter key.

1.3 SOUND:

To take advantage of CO-DIR'S optional sound, you must have a Radio Shack "Mini-Amplifier", (Radio Shack Catalog # 277-108) or its equivalent, hooked up to the AUX plug (the large gray one) of the cassette cable. Using the SOUND option causes low tones if function was completed. High tones mean an error in instruction or, CO-DIR was unable to preform function. Warning tones for Kill, Print, and Zero commands are also generated.

NOTES:

Be sure and read the section on BUFFER prior to using CO-DIR 2.1.

The DOS CLOCK should not be active (displayed on the screen) while using CO-DIR.

1.4 PASSWORD:

If a file is password protected you can still access it, just hold down the <SHIFT> key when choosing your option, i.e if you press <SHIFT> <L> ,CO-DIR will ask for a password at the Command line then append the password to the file for you before listing it.

2.1 SETTING UP THE SYSTEM:

2.2 PROGRAMS:

CO-DIR 2.1 contains two files: CODIR/CMD, CODIR2/MOD.

2.3 ONE DRIVE USERS:

If you have only one drive you will need to copy over CODIR/CMD and CODIR2/MOD (CODIR/CMD is 3 grans long, CODIR2/MOD is 2 grans long).

2.4 TWO OR MORE DRIVE USERS:

If you have more than one drive you can leave the programs on any disk while configuring to your system.

2.5 CONFIGURE THE SYSTEM:

Run the BASIC program CODIR2/MOD and answer the questions. This will allow you to activate or de-activate most of the command functions (among other things). You will then have a copy of CODIR/CMD designed for your particular needs and system.

2.6 TRANSFER CO-DIR 2.1 TO YOUR DOS DISK:

Although you can use CO-DIR no matter what disk it is saved on, it is better to copy it over to your DOS disk. This will allow it to load faster when you activate it. If it were saved on a separate drive, the DOS would have to look for it on each drive until it found it; if CO-DIR is on the DOS disk, the DOS will find it as soon as it starts looking.

The only program you need to copy over to your DOS disk is CODIR/CMD. CODIR2/MOD will rarely be used, therefore you can save it on any disk and only insert that disk when you need to modify CO-DIR 2.1.

2.7 RENAME CO-DIR 2.1:

CO-DIR 2.1 is supplied on your disk with the file name of CODIR/CMD. You can rename it to any legal file name of any length (be sure to keep the /CMD extension), i.e. DIRECT/CMD, D1/CMD, HELLO/CMD, etc.

If you do rename the CO-DIR file, try to make the first character of the name a "D" since the <D> Directory command in CO-DIR is activated by pressing a "D". This will prevent you from having to press two different keys for the same function, i.e. If you renamed CODIR/CMD to C/CMD then you might press <C> while CO-DIR is active expecting a Directory command but you would get the Copy command.

NOTE:

Do not change the Copyright notice displayed when CO-DIR 2.1 loads itself. If you do modify the title line, the computer will not function properly and you will be warned to re-boot the system - CO-DIR will not allow itself to be used if this line is changed.

At this point you should have modified CO-DIR 2.1 using CODIR2/MOD and transferred it to your DOS disk. You are now ready to begin using CO-DIR 2.1.

3.1 OPERATION:

SPECIAL NOTE

CO-DIR 2.1 is designed to be used from DOS only - not from BASIC. DO NOT USE CO-DIR 2.1 FROM BASIC.

SPECIAL NOTE

Normally during a CAT command, DOS PROMPT (the message your DOS displays when it is ready for another command) will appear after all the files have been displayed (whether or not you had to press <ENTER> or the <SPACE BAR> to accomplish this for multi-page listings). If you press the <BREAK> key the listing will stop before all the files have been displayed, and DOS Prompt will appear. In any of these examples DOS Prompt appears after the information is listed, or you stop the listing by pressing the <BREAK> key.

3.2 USING CO-DIR 2.1:

To use CO-DIR 2.1 simply type CODIR instead of DIR or CAT. All legal CAT commands are accepted. Here are some examples:

CODIR (i)

CO-DIR (CAT type) Directory of drive 0 with invisible files.

CODIR :2

CO-DIR (CAT type) Directory of drive 2.

If you type CODIR instead of DIR or CAT, a normal Directory will follow, just as described above except a small graphic block will appear in the upper right hand corner of the screen and stay there until the Directory is stopped manually or normally finishes. Short beeps will be heard through the cassette port as each line is saved. The small graphic block shows that the CO-DIR 2.1 BUFFER is active and saving all information listed in a memory buffer so you can scroll up to files that have scrolled off the screen during the listing of the Directory.

Once the files are listed, instead of the normal DOS prompt appearing like it does after a normal Directory listing, CO-DIR 2.1 will display this message at the bottom of the screen:

CO-DIR 2.1 - Cursor Oriented DIR. (C) 1982 by Hunt K. Brand.

Two cursors will begin to blink over the first file listed on the Directory screen. CO-DIR is now ready to accept commands.

To exit CO-DIR and return to DOS, press the <BREAK> or <CLEAR> key while the cursors are blinking over a file name. If the Directory listed had no files in it, CO-DIR would automatically exit to DOS.

3.3 CURSOR CONTROL:

Once CO-DIR 2.1 is active, two cursors will blink over the first file listed at the top of the screen. You can move the cursor over any file you want to process by pressing the arrow keys in any combination. If you press the <DOWN ARROW> and the cursors move to the bottom of the screen, the files listed on the screen will begin to scroll up (if there are more files in the buffer). The same holds true for moving the cursor up. Press <SHIFT> <UP ARROW> to move the cursors over the first file listed on the first page of the Directory - the top of the Directory. The SEARCH command can help you find (position the cursors over) a particular file (see SEARCH in Chapter 4).

Killed (files marked as killed using the <K>ILL option) may not be processed using CO-DIR 2.1 so the cursors will usually skip over them as it moves.

To force the cursors to stop over a system or killed file that they would normally skip over, hold down the space bar in conjunction with the arrow keys. This is usually used so you can move the cursors over a file which is next to a killed or system file.

3.4 CO-DIR 2.1 DIRECTORY BUFFER:

Whenever you activate CO-DIR, a memory buffer is opened and will remain open until the Directory listing is stopped manually or completed normally. To indicate that the buffer is open, a small graphic block will appear in the upper right hand corner of the screen, and short high tones will be heard as each line of Directory information is listed. Each file name listed on the screen is saved in the buffer so it can be recalled later as you move the cursors, or search for a file name.

At the end of the listing a short low tone will be heard to indicate that the buffer is closed and the graphic block will turn off.

A common procedure is to hold down the <ENTER> key until all pages of a Directory are listed (since you can always scroll up to see files which were listed). The buffer will close and CO-DIR will wait for you to release the <ENTER> key before activating the cursors over the first file. Once the cursors are blinking, the <ENTER> key will function as described in the COMMANDS section of chapter 4).

The buffer can be closed manually by pressing the <BREAK> key. Since the <BREAK> key is also used to stop a Directory listing, the end of the Directory listing (which turns off the buffer) and the pressing of the <BREAK> key (which also turns off the buffer) usually occur simultaneously.

Since the buffer is closed the instant the <BREAK> key is pressed, you should not press the <BREAK> key until the current page of Directory information is listed. If you pressed the <BREAK> key while the files were being listed near the top of the screen or in the middle, the rest of the files would still list normally until the DOS stopped the Directory listing. As soon as CO-DIR activated itself, all the files which were listed after you pressed the <BREAK> key and before the DOS stopped the listing, would be erased. This is because they were not saved in the buffer. This causes no harm to the computer or the remaining files being processed, just bear this in mind when you press the <BREAK> key.

3.5 BUFFER FULL:

The memory buffer will save the files listed in memory up to the top of memory as marked by the DOS Himem pointers.

If the buffer is filled before all the files are listed, the buffer will turn itself off and all subsequent files will not be saved in the buffer until the Directory listing stops. Since you were probably looking for a particular file and wanted to continue the search even after CO-DIR turned off the buffer (indicated by the graphic block going off and a short high tone) CO-DIR will perform the following:

After the Directory listing is stopped, CO-DIR will transfer the last set of files (the ones on the screen after the listing was stopped) into the top of the memory buffer. This will cause some of the files saved previously to be lost but will allow you to process the files on the last page as well as most of the files which were saved in the buffer before the buffer turned off.

3.6 TURN OFF THE CLOCK:

Since the buffer is constantly updated (saving the screen to the buffer) as you modify files on the screen, the DOS CLOCK should not be on (displaying the time in the upper right hand corner). If it is, CO-DIR will save it in the buffer every time you scroll the screen - erasing over parts of file names!!! - To avoid this problem, make sure the CLOCK is off before calling up CODIR/CMD.

4.1 COMMAND OUTLINE:

COMMAND KEY	FUNCTION
=====	
<ENTER> .. <u>EXECUTE</u> file - if no CMD extension is found; assume file is BASIC so load BASIC then run file.	
<SPACE>&	
<ENTER> .. Force CO-DIR to <u>EXECUTE</u> file as CMD even if no CMD extension is found.	
<BREAK> or	
<CLEAR> .. <u>EXIT</u> CO-DIR (cursors must be on a file).	
<A>	Get CO-DIR <u>DIRECTORY</u> of specified drive using A,I options.
<C>	<u>COPY</u> file to specified drive.
<D>	Get CO-DIR <u>DIRECTORY</u> of specified drive. Pressing <SHIFT> <D> causes invisible files to be listed, also.
<F>	<u>FREE</u> , asks for drive number then shows a map of that drive.
<H>	<u>HELP</u> , Display all command keys on command line, i.e. shows ...<ENTER> A C D F G H J K L M O P R S Z.
<J>	<u>JOB CONTROL</u> , Activates a DO just like typing "DO filename".
<K>	<u>KILL</u> file.
<L>	<u>LIST</u> file on video (restore screen afterward).
<M>	<u>MODIFY</u> file. Uses DISKDUMP. CO-DIR automatically adds the name of the file to be processed.
<O>	<u>LOAD</u> file. Load /CMD or /CIM type file to memory.
<P>	<u>PRINT</u> file to printer.
<R>	<u>RENAME</u> file. Type in new name on Command line.
<S>	<u>SEARCH</u> for file or extension.
<V>	<u>VIEW</u> copyright and license notice (screen restored).
<Z>	<u>ZERO</u> file. Performs a CLEAR on specified file.

4.2 COMMANDS:

There are 14 command keys displayed by the <H>ELP option (which is one of the commands). The exit and execute commands will be described first then each of the other commands will be described in alphabetical order based on the key which activates it.

4.3 COMMAND DESCRIPTIONS:

The "Required response" line under each command heading in this chapter indicates what CO-DIR expects as a response after you press that command key. The "Exit command" line indicates what keys you may press to cancel the requested command.

All commands except <ENTER> - execute, <J>OB CONTROL, and <L>OAD, allow CO-DIR to remain active in memory so you can process several files on several different drives without having to reload CO-DIR after each function.

4.4 <ENTER> - EXECUTE FILE

Required response : none
Exit command : none

To execute a program (it must be a program and not a data file), move the cursors over the program you would like to execute then press the <ENTER> key. If the program has not been marked as killed (see <K> - KILL) and is not a system file (a file with a /SYS extension), the screen will clear and the program name will be printed at the top of the screen, then CO-DIR will deactivate itself and the program will automatically be loaded and executed.

If the program does not have a CMD extension, CO-DIR assumes it is a Basic program and will automatically load Basic, opening three files (or the number of files that were set using CODIR2/MOD), then it will run the Basic program.

To force CO-DIR to treat a file as a CMD even if it does not have a CMD extension, press the <SPACE BAR> and hold it down while you press the <ENTER> key. If the file needs a password, press <SHIFT> <ENTER> to type in the password (see PASSWORD ACCESS below). Type in the password then hold down the <SPACE BAR> before pressing <ENTER> at the end of the password, this will cause CO-DIR to append the password onto the end of the file then it will execute the file.

4.5 <A> - CO-DIR DIRECTORY WITH A,I OPTIONS

Required response : <ENTER> or drive number
Exit command : any other key (except <SPACE>)

Pressing <A> will cause the following message to appear on the command line:

CO-DIR Directory of which drive (d)?

Press the drive number required, or <ENTER> to use the default drive number (spaces are ignored). Press any other key to cancel the command. (See DEFAULT DRIVE NUMBER under <C> - COPY FILE below for explanation of default drive numbers). The screen will clear and CO-DIR will display a Directory of the specified drive with Invisible files and Allocation (A,I). If there are no files on the specified disk, CO-DIR will exit to DOS.

4.6 <C> - COPY FILE TO SPECIFIED DRIVE

Required response : <ENTER> or drive number other than current drive number (You can't copy to the same drive)

Exit command : any other key (except <SPACE>) or current drive number

To copy a file from one disk to another, move the cursor over the file you want to copy then press the <C> key. A small graphic block will appear to the right of the file which will be copied and the following message will appear on the command line:

Copy to which drive (d)?

Press the number of the drive you want to transfer the file to or <ENTER> to use the default drive number (spaces are ignored). Pressing any other key will cancel the command.

If you press a legal drive number then CO-DIR will begin to copy the file to the specified drive (using the same file name). The small graphic block next to the file will be replaced with the number you pressed and the command line will display the actual command being performed. If the copy is successful a low tone will sound and the drive number that the file was just copied to will remain just to the right of the file name to show that it was copied to that particular drive.

4.7 DEFAULT DRIVE NUMBER:

When you use an option which requires a drive number as a response, the last part of the prompt line will be:

..... which drive (d)?

Options which require a drive number are <C>OPY and <D>IRECTORY.

Other options which require a drive number are:
<F>REE option.

The small "d" between the brackets will be a number between 0 and 3 or whatever you set the maximum drive number to be with CODIR2/MOD. Pressing <ENTER> will cause CO-DIR to use the number "d" as your response to the question. If you press a number other than "d" that number will become the new default drive number until you exit CO-DIR or press a new number.

If you press an illegal drive number (one that is too big) CO-DIR will make a short high tone to indicate an error and the command will be cancelled causing the cursors to resume blinking over whatever file they were over before you pressed <C>.

4.8 EXAMPLE OF COPY:

If you are looking at the Directory of drive 0 and you want to copy a file called JULY/DAT, over to drive 1, follow this procedure: Move the cursors over the file JULY/DAT then press <C> and answer the drive question by pressing <1>. The command line will then display the following message:

Copy JULY/DAT:0 :1

The graphic block to the right of JULY/DAT will be replaced by a 1 (to show that the file is being copied to drive 1 and CO-DIR will begin to copy that file over to drive 1. If you had pressed 0 the request would have been canceled

since you can't copy a file to the same drive you are looking at, and in this example we are looking at drive 0. After the file is copied, the cursors will resume blinking over the file you just copied and the 1 will still be on the screen next to that file to show you that the file was copied over to drive 1.

4.9 <D> - CO-DIR DIRECTORY <SHIFT> <D> - CO-DIR DIRECTORY INCLUDING INVISIBLE FILES

Required response : <ENTER> or drive number
Exit command : any other key (except <SPACE>)

Pressing <D> for normal Directory, or <SHIFT> <D> for normal Directory including invisible files, will cause the following message to appear:

CO-DIR Directory of which drive (d)?

Press the required drive number (spaces are ignored) or <ENTER> to use the default drive number (see DEFAULT DRIVE NUMBER under <C> - COPY FILE section above).

If you press a legal drive number the screen will clear and a Directory of the specified drive will appear. If there are no files on the disk, CO-DIR will exit to DOS.

4.10 <F> - FREE : DOSPLUS will ask for a drive number then show a Free Space Map of that drive

Required response : <ENTER> or drive number
Exit command : any other key (except <SPACE>)

Users will see the following message:

Free space map of which drive (d)?

Press drive number (spaces are ignored) or <ENTER> for default drive number (see DEFAULT DRIVE NUMBER under <C> - COPY FILE section above), any other key to exit command. If a legal drive number was chosen, a Free space map of that drive will be shown. A low tone will be heard to indicate that the function is completed and the following message will appear on the command line:

Press <BREAK or CLEAR> for DOS, any other key for CO-DIR

If you press <BREAK or CLEAR> CO-DIR will exit to DOS, otherwise the Directory page that was displayed before the Free command will be displayed and the cursors will be blinking over the same file they were over before the Free command.

4.11 <G> - GRANULE ALLOCATION, DISPLAY FILE SIZE

Required response : <Y>
Exit response : any other key

This command will display a file's size in kilobytes. This will prove useful in determining whether or not a file is too large for the remaining free space on a disk BEFORE executing a COPY command.

Position the cursor over the file you wish to interrogate and press <G>.

You will see :

Display file size (allocation) ?

Reply with a <Y> to view the size of the file.

The display will change :

File FILENAME/EXT:D is : nnK

"nnK" will be the file size in kilobytes. If this figure is "<K", it indicates that the file is LESS than one kilobyte in length.

4.12 <H> - HELP, DISPLAY COMMAND KEYS

Required response : none

Exit command : none

By pressing <H> the following line will be displayed:

Choices: <SHIFT> = Password:<ENTER> A C D F G H J K L M O P R S V Z

In either case a low tone will be heard and the cursors will continue to blink over the file they were over before the command.

NOTE:

If you have deactivated any of the above options using CODIR2/MOD, they will not be displayed.

4.13 <J> - DO FILE ACTIVATION

Required response : <Y>

Exit command : any other key

This command allows you do activate a Do file.

Position the cursors over the DO control file (the one which will be activated with a Do command) then press <J>.

The following message will appear on the command line:

Do (activate) file?

Pressing <Y> will cause CO-DIR to clear the screen and the following message will appear at the top of the screen:

Do filename

Where filename is the name of the file which will be activated, CO-DIR will then deactivate itself and the file will be activated.

4.14 <K> - KILL FILE

Required response : <Y>
Exit command : any other key

To kill a file, move the cursors over the file you want to kill then press <K>. A sharp tone will sound. This same tone is used with the <P> and <Z> to attract your attention that a potentially dangerous command is about to be performed (you don't want to kill a file by accident).

A graphic block will appear to the right of the file which will be killed. Press <Y> to kill the file. Pressing any other key will cancel the request.

If you press <Y> the graphic block next to the file will be replaced with an asterisk (*) to indicate that the file will be killed. If the file is killed, a low tone will be heard to indicate completion of the command.

4.15 EXAMPLE OF KILL:

If you are looking at a Directory of drive 1 and you want to kill a file called DATA/OLD, follow this procedure: Move the cursors over the file then press <K>, then press <Y>. CO-DIR will attempt to kill the file on*U that*U drive*U and if all goes well (no write protect tabs etc.), a low tone will be heard and an asterisk (*) will appear on the right hand side of the file and remain there to indicate that the file was killed. The cursors will automatically move down over the next file available if there is one, otherwise they will remain blinking over the file you just killed.

The asterisk marks the file as Killed. All options dealing with files can not be performed on that file from this point on (you can't List, Rename, Copy etc. a file which is no longer there). For example, if you move the cursors over the killed file and press L to list it, CO-DIR will ignore the command.

4.16 <L> - LIST FILE

Required response : <Y>
Exit command : any other key

This list is different from the BASIC list. CO-DIR uses the DOS library command LIST, not the BASIC list command. This command is mainly for viewing text files (word processor files). To list a file, move the cursor over the file you want to list then press the <L> key. The following message will appear on the command line:

List file?

Press <Y> to list the file, any other key to exit. If you press <Y> the screen will clear and the following message will be displayed on the top line of the video:

List filename

"filename" will be the name of the file you are listing. The file will then be listed.

You can pause the listing by pressing <SPACE BAR> then any other key to continue. To stop the listing before it would normally stop, press the <BREAK> key.

After the listing (whether you stopped it ahead of time or not) a low tone will sound and the following message will appear:

Press <BREAK or CLEAR> for DOS, any other key for CO-DIR

If you press <BREAK or CLEAR> CO-DIR will exit to DOS, otherwise the Directory page that was displayed before the List command will be displayed and the cursors will be blinking over the same file that was just listed.

4.17 <M> - MODIFY FILE

Required response : <Y>
Exit command : any other key

This option allows you to modify the specified file using the file editors supplied with your DOS diskette. MODIFY causes the program DISKDUMP to be loaded and automatically displays the first sector of the file you want to modify.

CAUTION:

This option is supplied as a convenience for people who know how to use the programs above. If you have never used these programs you should turn off this option using the CODIR2/MOD program. A file can be damaged badly by using DISKDUMP if this program is not used correctly!

To use the <M> option, users need DISKDUMP in one of the drives. If you have renamed DISKDUMP you will need to rename them to their normal names.

Users will see:

Diskdump file?

Respond with a <Y> to modify the file, any other key to cancel the command. After you modify the file and exit the program the following message will appear:

Press <BREAK or CLEAR> for DOS, any other key for CO-DIR

If you press <BREAK or CLEAR> CO-DIR will exit to DOS, otherwise the Directory page that was displayed before the Modify command will be displayed and the cursors will be blinking over the file you just modified.

4.18 <O> - LOAD FILE

Required response : <Y>
Exit command : any other key

This command loads the file into memory. The DOS library command LOAD is used, not the BASIC load command. Move the cursors over the file you want to load then press <O>. The following message will appear on the command line:

Load File??

The double question marks (??) are purposely displayed to help differentiate

between the <L>IST command because you may press <L> for LOAD instead of <O>.

Press <Y> to load the file into memory. CO-DIR deactivates itself after this command because the file being loaded may use the same memory area used by CO-DIR. After this command the DOS prompt will appear.

4.19 <P> - PRINT FILE ON PRINTER

Required response : <Y> and printer available
Exit command : any other key

This command will print the file to a printer. It is just like the LIST command except the output is sent to the printer. After pressing <P> the following message will appear on the command line:

Print file? (check printer)

If you have a printer hooked up and ready to receive the data then press <Y>. If you don't have a printer and press <Y> the computer will lock up (just as it does when an LPRINT command in BASIC is used without a printer).

After the file is printed, a low tone will sound to indicate completion of the command and the cursors will resume blinking over the file just printed.

4.20 <R> - RENAME FILE

Required response : new file name
Exit command : <BREAK>, <CLEAR>, <SHIFT> <LEFT ARROW> or <ENTER>
if nothing was typed

After pressing <R> the following message will appear on the command line:

Rename to / /

The slashes represents thin vertical graphic lines which will appear on the screen. These lines indicate how much room you have to enter the new file name.

To rename the file, type in the new name then press <ENTER>. You can use the <LEFT ARROW> to erase mistakes. If you try to pass the graphic borders by erasing too much or typing in too long a file name, a short high pitch sound will indicate an error. Spaces and most non-alphanumeric characters are not accepted, a sound will also be generated if you try to type these characters.

After you type in the new name and press <ENTER>, the old file name on the screen will be changed to the name just typed in and the file will be renamed. If there are no errors (i.e. bad file name, file already exist, etc) a low tone will sound to indicate completion of the command and a R will appear to the right of the file just renamed. The cursors will then blink over the file just renamed.

To exit the RENAME command press <SHIFT> <LEFT ARROW> or <BREAK> or <CLEAR> or press <ENTER> when there is no characters in the RENAME area (between the slashes //).

4.21 <S> - SEARCH (FROM CURSOR POSITION DOWN) FOR FILE OR EXTENSION OF FILE ON CURRENT DIRECTORY BEING PROCESSED

Required response : <ENTER> or search string and cursors positioned where search should begin. To search the entire Directory you must press <SHIFT> <UP ARROW> before choosing the search option.

Exit command : <BREAK>, <CLEAR>, <SHIFT> <LEFT ARROW>

This command allows you to search through the files listed on the current Directory being processed for a particular file or part of that file. If the file is found, the cursors will begin blinking over that file.

After pressing <S> the following message will appear on the command line:

Search for / /

The slashes represent thin vertical graphic lines which will appear on the screen. These lines indicate how much room you have to enter the search string.

There are two types of searches:

- 1) Search by File Name or part of that name.
- 2) Search by Extension or part of that extension.

4.22 SEARCH BY FILE NAME:

Position the cursors at the top of the Directory (by pressing <SHIFT> <UP ARROW>) or anywhere within the Directory page you want the search to begin. Type in the search string then press <ENTER>; pressing <ENTER> without any text will cause a search to begin using the last search string you typed in (see SEARCH BUFFER below).

This search will compare each character you type in with the corresponding character of the file name. In other words, the first character you type in should be what you expect the first character of the file to be, the second character you type should match the second character of the file name, etc. If you do not know what a particular character will be for a particular position you can type a question mark (?) and CO-DIR will skip to the next character as it searches the file name.

Here are some examples of what search string could be typed in for CO-DIR to find the example file (even if others are found beforehand it will eventually stop on the required file). There is also an example of one that would not.

File needed: FRIDAY5/F4

YOU TYPE

RESULT

FRIDAY/F4 <ENTER>

Success:

Will stop on any file with the same first ten characters
i.e. FRIDAY5/F4A

F <ENTER>

Success:

Will stop on first file with "F" as a first character.

??I <ENTER>

Success:

Will stop on first file with a

third character of "I".

F?I???/F <ENTER>

Success

DAY <ENTER> ===>

FAIL:

This will cause CO-DIR to search for the first file which first three characters are DAY.

???DAY <ENTER>

Success:

Will stop on first file with DAY as the 4th 5th and 6th characters.

4.23 SEARCH BY EXTENSION:

Type a slash (/) as the first character and type in up to three characters of the extension then press <ENTER>, pressing <ENTER> with no characters pressed to search using the last search string used (See SEARCH BUFFER below).

This search is just like search by File Name except CO-DIR will first scan the file name until it finds a slash / and will then begin to compare character by character. Any file which has this extension will be found regardless of how long the first part of the file name is.

Here are some examples of search by Extension:

YOU TYPE
/??D <ENTER>

RESULT

Will stop on first file having a "D" as a third character of its extension.
i.e. HELLOPTI/QWD, C/SRD, GAME/CMD etc.

/ <ENTER>

Will stop on first file with any extension.

/C <ENTER>

Will stop on first file having a "C" as the first character of the extension.

4.24 SEARCH BUFFER:

CO-DIR remembers whatever you searched for last. For example, if you typed in FR to look for FRIDAY/F4 and the cursors stopped on FROM/TXT; simply press <S> then press <ENTER> with no text. CO-DIR will display FR on the command line to show what it is looking for and will stop on the next file which begins with "FR".

The search string you typed in will remain in the Search Buffer until you type in a new search string or exit CO-DIR. You can go from drive to drive (by using the <D> command) looking for your file and simply press <S> then <ENTER> to look for it over and over again until you find it.

The Search Buffer is set to all question marks (?) when you first activate CO-DIR. If you press <S> and <ENTER> with just question marks in the Search Buffer, CO-DIR will stop on the next file, no matter what it is.

4.25 <Z> - ZERO (CLEAR) FILE

Required response : <Y>
Exit command : any other key

This command will preform a DOSPLUS library command CLEAR on the specified file.

CAUTION:

This will cause the entire contents of the file to be replaced with zeros! Use extreme caution with this option. Once you zero out a file there is no way to recover the data that used to be there (you can't restore it).

The CLEAR command does not kill the file, it modifies it destroying all data. This is something you may want to do to sensitive data before killing it. If you simply kill the file, the data will remain on the disk until that space is used by some other file. To be sure the data can not be used again, use the <Z> command then use the <K> command to kill it.

To Zero a file, place the cursor over the file to be zeroed then press <Z>. A long sharp tone will sound to get your attention since this command will destroy the data on the file. The following message will appear on the command line:

```
Clear (Zero!) file????
```

If you press <Y> the file will be cleared and a Z will appear to the right of the file to indicate that it has been filled with zeros, then the cursors will resume blinking over the file you just processed.

4.26 PASSWORD ACCESS:

If you need to process a file which is password protected, simply press then <SHIFT> key and hold it down then press the key for the command you would like to preform. The following message will appear on the command line:

```
Password : /      /
```

Type in the password (See <R> - RENAME for an explanation of how to enter characters between the slashes / / and how to exit the command). Once you type in the password, the normal command prompt will appear on the command line. If you activate the function, the password you typed in will be appended to the end of the file before the function is preformed. If you cancel the command then the password will not be used.

CO-DIR does not remember passwords so you will need to type in a password each time it is needed.

NOTE: Pressing <SHIFT> with the following options will have no effect: <A>, <F>, <H>, <S>. Pressing <SHIFT> with the <D> option will cause invisible files to be listed, you will not be asked to enter a password.

5.0 TIPS & GENERAL COMMENTS:

5.1 LAST PAGE:

To move the cursors onto the last page of the Directory Buffer, use the <S>EARCH option. Press <S> then type <@> or <;> then press <ENTER>, since CO-DIR will not find any file that starts with "@" or ";" it will search through the entire buffer leaving the cursors on the last file of the last page.

5.2 LOADING SPEED:

If a file is saved on consecutive tracks, it may be loaded from disk a little faster. You may be able to increase the loading speed of CO-DIR by making sure it is saved on consecutive tracks. The fewer programs which are on the disk when you copy D/CMD on to that disk, the greater the chance CO-DIR will be on consecutive tracks; bear this in mind when you are copying D/CMD onto one of your Dos diskettes.

To see if CO-DIR is not on consecutive tracks, LIST it. If the listing pauses and you hear the disk head moving, CO-DIR is not on consecutive tracks (use the MAP option to check).

5.3 TECHNICAL OUTLINE:

CO-DIR 2.0'S loading address is 8000 Hex. The Directory memory buffer begins at 9000 Hex and will use a minimum of 1K bytes.