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What is the SpeedCommander?

The SpeedCommander provides a graphical surface in which you can administrate your files and directories. You can use the SpeedCommander to copy files and to move them. You can run application programs out of it, print documents, administrate diskettes, delete files as well as archive them. It connects the advantages of a graphical user surface with the usual functions of the well-known DOS-Commander.

The SpeedCommander includes Mod4Win lite. With that it is possible to play MOD files. For this a sound card is required.

In the SpeedCommander your files and directories are displayed in two directory windows. In the directory window a symbol is displayed besides every file name which informs about the kind of file.

- Higher directories
- Directories
- Directories enabled for other network users
- Program files (files with the extensions EXE, PIF, COM und BAT). These files run application programs.
- Document files. These files are connected with an application program. If you select a document file the application program runs and opens the file.
- System files or hidden files. These files either have the file attribute "System" or "Hidden".
- Archive files. Files which are created with the packers PKZIP and ARJ.
- All other files

The symbols of the SpeedBar

In the SpeedCommander you see a bar with symbols representing menu commands. This bar is called SpeedBar. Clicking a symbol is faster than calling up the corresponding command via menu. You can also arrange the SpeedBar yourself with the command **Modify symbol bar** in the menu **Pre-settings**.

Run SpeedViewer or external file viewer with selected files.

Run SpeedEditor or external editor with selected files.

Copy marked files and directories from the current directory window into the neighbor window.
Note: If there is already a file with the same name in the target directory, SpeedCommander asks whether it shall be overwritten.

Move marked files and directories from the current directory window into the neighbor window.
Note: If there is already a file with the same name in the target directory, SpeedCommander asks whether it shall be overwritten.

Create a new directory.

Delete marked files and directories in the current directory window.

Run a program.

Run the DOS command interpreter.

Change date, time and attributes of marked files in the current directory window.

Connect a file with an application program.

Print the selected files.

Search files.

Mark all files in the current directory window. If in the menu "Directory: Mark directories" is activated, all directories are also marked.

Mark all files which correspond to the criteria set in the dialogue box "Select".

All selected files are demarked and all files which are not marked are selected.

Demark all files and directories in the current drive window.

Demark all files which correspond to the criteria set in the dialogue box "Reset selection".

Exit program. If the SpeedCommander is load as shell it is asked whether Windows shall be left.

Switch between full and short screen.

Switch "Mark directories" on or off.

Set selection of displayable files.

Compare directories of both directory windows.

Calculate required space for selected files and directories.

Archive selected files.

Dispack selected archive file.

Sort files by names.

Sort files by extension.

Sort files by creation date.

Sort files by their size.

Display files unsorted.

Establish a connection to a network drive.

Cancel a connection to a network drive.

Enable a directory for other network users.

Disable a directory for other network users.

Copy diskettes.

Format diskettes.

Select font for directory window.

Select colors of directory windows.

Save current settings as standard.

Call up help for SpeedCommander

Display status information of your system:
- available memory under Windows
- free system resources
- total storage capacity of current drive
- spare capacity of current drive
- real required space of displayed files in the current directory
- current directory

Differences between versions

Differences between version 2.0 and version 1.0
» Size of SpeedCommander window can be set
» Selection of font and character size
» Selection of color settings
» Symbol bar can be arranged
» Integration of the SpeedStarter
» SpeedTask - own task manager
» Format and copy diskettes
» Windows for Workgroups is supported
» Command line for DOS and Windows commands
» Function to search files
» Function to verify whether selected files will fit on a Disk
» Compare directories
» Function to restart Windows
» Integrated viewer and editor
» The most important 5 archive programs (ARJ, PKZIP, LHA, ARC, ZOO) are supported
» Noticeable higher speed

Differences between version 2.2 and version 2.0
» Dispack archives
» Display PKZIP archives and ARJ archives as subdirectories
» Introduction of a user menu
» Help bubble (instead of status line) by pressing right mouse key in the ToolBar and the symbols between both file windows.
» Display of SpeedStarter symbol program description if the mouse has not been moved on a symbol for 0.5 s.
» Optional reading of single program groups
» Make directory command is now in the directory menu
» Integrated clock
» SpeedEditor and SpeedViewer are single programs now
» SpeedViewer now also reads dBase files
» SpeedClock
» After searching a file jump to a found file is possible
» Automatical recognizing of target directory at copy or move with Drag&Drop
» Improved network support
» Installed MOD player Mod4Win lite.

Move within SpeedCommander

Select one of the following tasks if you require help for move within SpeedCommander:

»   Change drives and directories
»   Change directory window
»   Quicksearch

Change drives and directories

You can display the content of another directory by changing the directory or drive. Select one of the following tasks to display further information:

»   Change drives
»   Change directories

See
»   Move within SpeedCommander
»   Update directory window

Change drives

You can use the drive box or the keyboard to display the content of another drive.

You change drive with the mouse this way

»   Open the corresponding drive box, then select a drive.

You change drive with the keyboard this way

1.   Press ALT-F1 to open drive list of left drive box or ALT-F2 to open drive list of right drive box.
2.   Select drive with arrow keys
3.   Press ENTER to close drive box.

See
»   Change directories

Change directories

You can display the content of another directory by changing the directory in the directory structure.

You change directory with the mouse this way

» Doubleclick directory you want to go to.

You change directory with the keyboard this way

1. Select directory you want to go to.
2. Change directory by pressing ENTER.

Note:
» Press CTRL-\, to go quickly to root directory.
» Press CTRL-PG-UP to go quickly to higher directory.

See also
» <u>Change drives</u>

Change directory window

Though there are two open windows only one of them can be active at time. A window becomes active if you select it.

Select a directory window with the mouse this way

»   Click with the left mouse key to any place within the window.

Select a directory window with the keyboard this way

»   Press TAB KEY.

Quicksearch

You can use Quicksearch to find a file in a directory faster. However, this only works if the files in the directory are sorted by names.

Use Quicksearch this way

1. Keep SHIFT KEY pressed and press first letter of file you want to find.
2. Pressing further letters encloses searched file.

Work with files and directories

Select one of the following tasks if you require help for work with files and directories:

»   [Name files and directories](#)
»   [Select files and directories](#)
»   [View files](#)
»   [Edit files](#)
»   [Copy files and directories](#)
»   [Move files and directories](#)
»   [Rename files and directories](#)
»   [Make directories](#)
»   [Delete files and directories](#)
»   [Print files](#)
»   [Change file attributes](#)
»   [Search files](#)
»   [Display information](#)
»   [Update a directory window](#)
»   [Connect files with applications](#)
»   [Compare directories](#)
»   [Calculate required space of files and directories](#)
»   [Archive files and directories](#)
»   [Dispack archives](#)

Name files and directories

Many activities within the SpeedCommander refer to name and rename of files and directories. To name a file MS-DOS guidelines are in force:

» The name of a file or a directory can consist of two parts: a name and an optional extension. Both parts are divided by a dot (e. g. MEINBER.NEU).
» The name can consist of up to eight characters, the extension of up to three characters.
» The name can include characters in capitalization or use of small initial letters, except for the following characters:

dot (.)   quotation marks (")
slash (/)   backslash (\)
square brackets ([ ])   colon (:)
semicolon (;)   vertical line (|)
equals sign (=)   comma (,)

Using these characters in a file name could possibly give unexpected results.

» The name must not include blanks.
» The following names are reserved and cannot be used to name files or directories: CON, AUX, COM1, COM2, COM3, COM4, LPT1, LPT2, LPT3, PRN and NUL.

Examples for valid file names: BRIEF.DOC, MEMO.TXT, BUDGET.92 and 2TER.BER.

Select files and directories

Before you can work with a file or a directory you have to select the file or the directory. There are several possibilities to select elements in the SpeedCommander. If the desired elements are visible in the directory window you can select them quickly with the mouse or with the keyboard. If the elements are unvisible or if you want to select a group of elements with similar names, use **Select files** in the menu **File.**

Select one of the following tasks if you require help to select elements:

»   Select files and directories with a mouse
»   Select files and directories with the keyboard
»   Select files and directories with the command Select files

Select files and directories with a mouse

You can use a mouse to select a file or a group of files. Before you can select files these have to be visible in the directory window.

Select a file or directory this way

»   Click the name of the file or directory you want to select with the right mouse key.

Select two or more successive elements this way

1.   Click the first file you want to select with the right mouse key.
2.   Keep the SHIFT KEY pressed while clicking the last file in the group. Selecting two or more successive elements is also characterized as expansion of a selection.

Select two or more non successive elements this way

»   Select one file after the other by clicking the right mouse key.

Cancel a selection this way

»   Click the selected file with the right mouse key.

See
»   Select files and directories with the keyboard
»   Select files and directories with the command Select files

Select files and directories with the keyboard

You can use the keyboard to select a file or a group of files. Before you can select files these have to be visible in the directory window.

Select a file or directory this way

1. Use the following keys to select a file or directory.

Keys	Selection
UP-ARROW/DOWN-ARROW	One file above or below the current selection.
END KEY	The last file or directory in the list.
HOME KEY	The first file or directory in the list.
PAGE UP KEY	File or directory on the top frame of the previous window.
PAGE DOWN KEY	File or directory on the upper frame of the next window.

2. Mark this file or directory with the INS Key.

Select two or more successive elements this way

1. Use ARROW KEYS to go the first file you want to select.
2. Keep INS pressed to select the remaining elements in the group.

Select two or more non-successive elements this way

1. Use ARROW KEYS to go to the first file you want to select.
2. Mark the element with the INS Key.
3. Go to the next element you want to select.
4. Mark the next element with the INS Key.
5. Repeat step 4 and 5 until you selected all elements.

Cancel a selection this way

1. Use ARROW KEYS to go to the element you want to cancel selection of.
2. Demark the element with the INS Key.

See
»   Select files and directories with the mouse
»   Select files and directories with the command Select files

Select files and directories with the command Select files

Select all files this way

»   Select command **Select | All** in the menu **File**.

Select a group of files this way

1.   Select command **Select | Some** in the menu **File**.
2.   Enter the name of the desired file in the dialogue field **Select**, then press "OK". You can use <u>wildcards</u> (e. g. *.TXT) to select a group of files.

Turn back a selection of files this way

1.   Mark files which shall not be selected.
2.   Select command **Select | Invert** in the menu **File**.

Cancel selection of all elements this way

»   Select command **Unselect | All** in the menu **File**.

Cancel selection of particular elements this way

1.   Select command **Unselect | Some** in the menu **File**.
2.   Enter the name of the desired file in the dialogue field **Unselect** and press "OK". You can use wildcards (e. g. *.TXT) to select a group of files.

See
»   <u>Select files and directories with a mouse</u>
»   <u>Select files and directories with the keyboard</u>

View files

View files with the mouse this way

1. Select the file you want to view.
2. Select the symbol ![icon] in the SpeedBar or pull the file to the viewer symbol ![icon] between both directory windows.

View files with the keyboard this way

1. Select the file you want to view.
2. Press F3 Key.

View files with the command View

1. Select the file you want to view.
2. Select command **View** in the menu **File**.

See
»   Select files and directories

Edit files

Edit files with the mouse this way

1. Select the file you want to edit.
2. Select symbol ✎ in the SpeedBar or pull file to the editor symbol ✎ between both directory windows.

Edit files with the keyboard this way

1. Select the file you want to edit.
2. Press F4 Key.

Edit files with the command Edit

1. Select the file you want to edit.
2. Select command **Edit** in the menu **File**.

See
»   Select files and directories

Copy files and directories

You can copy a file, a directory or a group of files or directories to another directory or to another drive. If you work with a mouse you can copy files quickly by selecting the files and pulling them to the target.

Copy a file or a directory with the mouse this way

1. Mark files and directories you want to copy in the list of files and directories of a directory window.
2. Select the symbol in the SpeedBar or pull the marked entries to the other directory window by keeping the left mouse key pressed.

Copy a file or a directory with the keyboard this way

1. Mark files and directories you want to copy in the list of files and directories of a directory window.
2. Go to target directory in the other directory window.
3. Press F5 Key.

Copy a file or a directory with the command Copy

1. Mark files and directories you want to copy in the list of files of directories of a directory window.
2. Go to target directory in the other directory window.
3. Select command **Copy** in the menu **File**.
4. Select "OK".

Note: Before copying a file or a directory you will be asked whether you really want to copy the file or the directory. You can also confirm this message with the right mouse key.

If you copy a file into a directory that includes a file with the same name you will be asked whether you want to replace the existing file. If you want to give another name to your copied file, enter another name in the dialogue **Copy**.

If you do not want to get confirmation messages you can switch them off with the command **Configuration** in the menu **Settings**.

See
»   Move files and directories
»   Select files and directories
»   Switch off confirmation messages

Move files and directories

You can move a file, a directory or a group of files or directories to another directory or drive. If you work with a mouse you can move files quickly by selecting files and pulling them to the target by keeping CTRL KEY pressed.

Move a file or a directory with the mouse this way

1. Mark files and directories you want to move in the list of files and directories of a directory window.
2. Select the symbol in the SpeedBar or pull marked entries to the other directory window by keeping left mouse key and CTRL KEY pressed.

Move a file or a directory with the keyboard this way

1. Mark files and directories you want to move in the list of files and directories of a directory window.
2. Go to target directory in the other directory window.
3   Press F6 Key.

Move a file or a directory with the command Move this way

1. Mark files and directories you want to move in the list of files and directories of a directory window.
2. Go to target directory in the other directory window.
2. Select command **Move** in the menu **File.**
4. Select "OK".

Note: Before moving a file or a directory you will be asked whether you really want to move the file or directory. You can confirm this message with the right mouse key.

   If you move a file to a directory that includes a file with the same name you will be asked whether you want to replace the existing file. If you want to give another name to your moved file, enter another name in the dialogue **Move**.

If you do not want to get confirmation messages you can switch them off with the command **Configuration** in the menu **Settings**.

See
»   Copy files and directories
»   Select files and directories
»   Switch off confirmation messages

Rename files and directories

You can rename a file or a directory.

Rename a file or a directory this way

1. Mark the file or directory you want to rename.
2. Select command **Rename** in the menu **File.**
3. Enter the new file name or directory name in the dialogue **Rename**.
4. Select "Ok".

Note: With this function only one file or directory can be renamed at the moment. If you want to rename several files at the same time use command **Move** and enter the new name without directory path in the dialogue field **Move**. File will be renamed in the same directory.

See
»   Select files and directories

Create directories

You can also make new subdirectories in the SpeedCommander.

Create a directory with the mouse this way

1. Select the directory you want to make a new directory in.
2. Select symbol in the SpeedBar.
3. Enter the name of the new directory in the field "New directory".
4. Select "OK".

Create a directory with the keyboard this way

1. Select the directory you want to make a new directory in.
2. Press F7 Key.
3. Enter the name of the new directory in the field "New directory".
4. Select "OK".

Create a directory with the command Create directory this way

1. Select the directory you want to make a new directory in.
2. Select command **Create directory** in the menu **Directory**.
3. Enter the name of the new directory in the field "New directory".
4. Select "OK".

See
» Change drives and directories
» Name files and directories

Delete files and directories

You can delete a file or a group of files in the SpeedCommander. You can also delete a directory. If you delete a directory all subdirectories and files will be deleted.

Delete files and directories with the mouse this way

1. Mark files and directories you want to delete.
2. Select symbol 🗑 in the SpeedBar or pull marked files and directories to the wastepaper basket

🗑 between both directory windows.

Delete files and directories with the keyboard this way

1. Mark files and directories you want to delete.
2. Press F8 Key.

Delete files and directories with the command Delete

1. Mark files and directories you want to delete.
2. Select command **Delete** in the menu **File**.
3. Select "OK".

Note: Before deleting a file or a directory you will be asked whether you really want to delete the file or the directory. You can confirm this message with the right mouse key.

If you do not want to get confirmation messages you can switch them off with the command **Configuration** in the menu **Settings**.

See
»   Select files and directories
»   Switch off confirmation messages

Print files

The SpeedCommander provides the possibility to print <u>document files</u> without running the user program. For this it is neccessary that documents can be printed by the user program.

Print a file with the keyboard this way

1.   Select the file you want to print.
2.   Press CTRL-F9.

Print a file with the command Print this way

1.   Select the file you want to print.
2.   Select command **Print** in the menu **File.**

See
»   <u>Select files and directories</u>

Change file attributes

With the SpeedCommander you can change attributes of one or more files, e. g. time, creation date.

Change file attributes this way

1. Mark all files of which attributes shall be changed.
2. Select command **Attributes** in the menu **File.**
3. Change attributes of current file.
4. Press "OK" to assign new attributes to the file. If you want to have the same attributes for all selected files press "All".

Search files

The SpeedCommander provides the possibility to search certain files on your Disk. It can also search certain text positions within files.

Search files this way

1. Select command **Search** in the menu **File**.
2. Select path search shall begin from in the dialogue field **Search**.
3. Enter files you want to search in the editor field **File**.
4. Enter text you want to search in the editor field **Text**.
5. Press "Ok".
6. Doubleclick a file in the listbox or select "Go to" to go to the file.

Display information

In the SpeedCommander you can display different information
»   Available memory under Windows
»   Free system resources
»   Total storage capacity of current drive
»   Free storage capacity of current drive
»   Real required space of displayed files in the current directory
»   Current directory

Display status informtion with the mouse this way

1.   Select info symbol in the SpeedBar.
2.   Further selection of info symbol removes information.

Display status information with the keyboard this way

1.   Press CTRL-L.
2.   Pressing CTRL-L again removes information.

Archive files and directories

Archive files and directories with the mouse this way

1. Go to the directory you want to archive files from.
2. Select files and directories you want to archive.
3. Select symbol in the SpeedBar or pull the marked files and directories to the archive symbol between both directory windows.
4. Select the desired archive program in the section **Program**.
5. Enter the archive name in the section **Archive**.
6. Mark the desired archive method.
7. Select "OK".

Archive files and directories with the command Archive files this way

1. Go to the directory you want to archive files from.
2. Select files and directories you want to archive.
3. Select command **Pack files** in the menu **Archive** or press ALT-F5.
4. Select the desired archive program in the section **Program.**
5. Enter the archive name in the section **Archive**.
6. Mark the desired archive method.
7. Select "OK".

See
» Change drives and directories
» Select files and directories

Dispack archives

With the SpeedCommander it is possible to dispack archive files comfortably.

Dispack archive with the mouse this way

1. Go to the directory which includes the file to be dispacked.
2. Select the archive you want to dispack.
3. Select the symbol 🔠 in the SpeedBar or pull the marked files and directories to the dispack symbol between both directory windows.
4. Select the desired dispack program.
5. Press "Browse" to select the directory the file shall be dispacked to.
6. Select "OK".

Dispack archives with the command Dispack files this way

1. Go to the directory which includes the file to be dispacked.
2. Select the archive you want to dispack.
3. Select command **Dispack files** in the menu **Archive** or press ALT-F6.
4. Select the desired dispack program.
5. Press "Browse" to select the directory the file shall be dispacked to.
6. Select "OK".

See
» <u>Change drives and directories</u>
» <u>Select files and directories</u>

Update a directory window

Possibly you like to update a <u>directory window</u> after changing diskettes.

Update a directory window this way

1. Go to the directory window you want to update.
2. Press CTRL-R.

Note: The SpeedCommander makes out changes in the file system independently and updates its directory windows automatically. So that this also works with DOS applications the entry FileSysChange in the SYSTEM.INI, section [386Enh] has to be set ON. Furthermore the Windows file manager should not be run before the SpeedCommander at any rate!

Connect files with applications

If you connect a file with an application you can open the file and the application at the same time. If a file has been connected with an application it is displayed as <u>document file</u> in the directory window. If you run the SpeedCommander there will already be some files connected with applications.

Connect a file with an application this way

1. Select the name of the file you want to connect with an application.
2. Select command **Connect** in the menu **File**.
3. Select the application you want to connect with the file in the dialogue filed **Connect**.
4. Press "Add" to take the connection to the listbox.
5. Select "OK".

See
» <u>Select files and directories</u>

Compare directories

The SpeedCommander provides the possibility to compare two directories. It compares both current directories. In each window it marks files which do not exist in the other directory or which differ in the creation date.

Compare directories this way

1. Select directories you want to compare in each directory window.
2. Select command **Compare directories** in the menu **Directory**.

Calculate required space of files and directories

The SpeedCommander can advise whether marked files and directories you want to copy or move will fit on the Disk or whether there won´t be enough space. Subdirectories are taken into consideration.

Calculate required space of files and directories this way

1. Mark files and directories you want to copy or move. If no entry is marked the SpeedCommander calculates space for all files and subdirectories in the current directory.
2. Select command **Check free space** in the menu **Directory** or press CTRL-Q.

See
»	Select files and directories

Administrate diskettes

Select one of the following tasks if you require help for administration of diskettes:

»   <u>Format diskettes</u>
»   <u>Copy diskettes</u>

Format diskettes

You can format your diskettes with the SpeedCommander.

Format diskettes this way

1. Select command **Format diskette** in the menu **Disk**.
2. Select the Disk you want to format and its size.
3. Press "Write".

Copy diskettes

Copy diskettes this way

1. Select command **Copy diskette** in the menu **Disk**.
2. Select the drive you want to copy in the field **Disk**.
3. Mark whether target diskette shall be formatted and whether SpeedCommander shall verify written data in the field **Options**.
4. Press "Read".
5. Insert target diskette and press "Write".

Work with Windows for Workgroups

The SpeedCommander also supports Windows for Workgroups´network functions. You can establish a connection to another network drive of another computer in your workgroup and also cancel this connection. Furthermore you can enable the directories of you computer to other members of your workgroup and disable them.

Establish a connection to another network drive this way

1. Select command **Connect network drive** in the menu **Disk**.
2. Select drive and directory you want to connect in the dialogue field **Connect network drive**.

Cancel a connection to another network drive this way

1. Select command **Cancel network drive** in the menu **Disk**.
2. Select the drive you want to cancel the connection for in the dialogue field **Cancel network drive**.

Enable a directory for other network users this way

1. Select command **Enable as** in the menu **Disk**.
2. Select the directory you enabled to other members of your workgroup in the dialogue field **Enable directory**.

Disable directories for other network users this way

1. Select command **Disable** in the menu **Disk**.
2. Select the directory you want to disable in the dialogue field **Disable directory**.

Work with the command line

The SpeedCommander provides the possibility to enter DOS commands and Windows commands directly to the command line.

If you are in a directory window press CTRL+TABULATOR to go to the command line. Of course you can also work with the mouse.

In the SpeedCommander it is possible to transfer a file name from a directory window to the command line. This works with CTRL+ENTER.

Command in command line will be executed with ENTER.

Take the previous command back with CTRL-E, to go to the next command press SHIFT-E.

Change display in a directory window

In the SpeedCommander you can change the kind of display in the <u>directory window</u>, e. g. the kind of displayed files or sort order of files and directories.

- » <u>Change view in a directory window</u>
- » <u>Display a group of files</u>
- » <u>Sort files and directories</u>

Change view in a directory window

In a <u>directory window</u> you can either display only file names or size, creation date and creation time in addition to the file names.

Change view of a directory window with the mouse this way

1.   Select directory window for which you want to change view.
2.   Select symbol ⊞ in the <u>SpeedBar</u>.

Change view of a directory window with the keyboard this way

1.   Select directory window for wich you want to change view.
2.   Select command **Detail information** in the menu **Directory**.

Display a group of files

You can display a group of files in the current directory, e. g. files with a certain file name extension or files of a certain type.

Display a group of files this way

1. Select command **Filter** in the menu **Directory**.
2. Select files you want to display in the directory window in the dialogue field **Filter**.
3. Enter desired file name extension in the editor field.
4. If you want to display sytem files or hidden files, mark check field **System / Hidden**.
5. Select "OK".

Sort files and directories

As standard files are listed by names in alphabetical order. You can also display files sorted by file name extension in alphabetical order, by size (descending), by date (beginning with first changed file) or display them unsorted.

Sort files this way

»   Select command **Sort by name**, **Sort by extension**, **Sort by time**, **Sort by size** or **Unsorted** in the menu **Directory**.

Sort commands only have an effect on files in the current directory window.

Change Settings

With each run of the SpeedCommander certain start settings are made. These consist of program paths of SpeedTools, start configuration of directory windows and the order of SpeedStarter and SpeedBar.

»	<u>Set configuration</u>
»	<u>Set compression programs</u>
»	<u>Set paths for external programs</u>
»	<u>Edit user menus</u>
»	<u>Change font</u>
»	<u>Change colors</u>
»	<u>Define symbol bar</u>

Set configuration

If you do not want a confirmation message displayed with each Delete or Replace of files and directories you can change settings for confirmation. You can also switch off messages displayed with certain mouse work, e. g. Move and Copy.

Furthermore you can define

1. whether and where you want to position included SpeedStarter,
2. whether you want to activate DOS command line,
3. whether included clock shall be displayed,
4. whether settings for directory window shall be saved with exiting the SpeedCommander,
5. that only files not yet in the target directory or newer files are copied or moved,
6. whether SpeedCommander shall use SpeedViewer to display files,
7. whether SpeedCommander shall use SpeedEditor to edit files.

Change configuration settings this way

1. Select command **Configuration** in the menu **Settings**.
2. Deactivate check fields for tasks you want to carry out without display of confirmation message in the section **Confirm** in the dialogue **Configuration**.
3. Select on which position the included SpeedStarter shall be located in the section **SpeedStarter**.
4. Select whether you only want to copy newer files, whether you want to save settings of directory windows with the exit of the SpeedCommander, whether you want to use the SpeedViewer or SpeedEditor and whether you want to activate DOS command line and the clock in the section **Common**.
5. Select "OK".

Set compression programs

You can archive files and directories with the SpeedCommander. The most common compression programs are supported by the SpeedCommander. However, it has to know where the corresponding compression program is located.

Set compression programs this way

1. Select command **Compression programs** in the menu **Settings**.
2. Select desired editor field in the column **Full path and program name**.
3. Select "Browse" to search programs in the drives and directories or enter program path in the editor field.
4. Enter additional program parameters in the columns **Pack** and **Unpack**.
5. Select "Ok".

Note: The SpeedCommander already uses parameters required for creating an archive, including subdirectories and creating self-extracting and size delimited archives with the ARJ. These parameters must not be entered in the columns **Pack** and **Unpack** at any rate!

Set paths for external programs

Before editing with an external viewer or editor you have to advise the SpeedCommander where the programs are located.

Change path settings for external programs

1. Select command **External programs** in the menu **Settings**.
2. Select desired editor field.
3. Select "Browse" to search program in the drives and directories or enter program path in the editor field.
4. Select "Ok".

Edit user menu

You can arrange your most common used programs in a user menu. User menu is displayed by pressing F2 or with the command **User menu**.

Add an entry this way

1. Select command **User menu** in the menu **Settings**.
2. Mark entry infront of which you want to order the new entry in the dialogue field **Menu**.
3. Select New.
4. Enter program name and command in the dialogue field **New menu item**.
5. Enter a working directory if the program shall use one.
6. Select "OK".
7. Select "Ready".

Edit an entry this way

1. Select command **User menu** in the menu **Settings**.
2. Doubleclick the entry you want to change or mark it and select "Edit".
3. Change program name and command as well as its working directory in the dialogue field **Edit menu item**.
4. Select "OK".
5. Select "Ready".

Delete an entry of the user menu this way

1. Select command **User menu** in the menu **Settings**.
2. Mark the entry you want to delete.
3. Select "Delete".
4. Select "Ready".

Note: You can also assign hot keys to programs in the user menu. For this place a "&" infront of the name in the editor dialogue, e. g. &Paradox for Windows.

Change font

To modify the SpeedCommander optimally to your used screen resolution it is possible to change font used in the directory windows.

Change font of directory windows this way

1. Select command **Font** in the menu **Settings**.
2. Select font, size and attributes you want to use in the dialogue field **Font**.
3. Select "Ok".

Change colors

In the SpeedCommander you can also change colors for representation of files and directories in the directory windows.

Change colors in the directory windows this way

1. Select command **Colors** in the menu **Settings**.
2. Select the element you want to change in the section **Element** or click shown example in the section **Representation**.
3. Select a new color for the activated element in the section **Color**.
4. Select "Ok".

Define symbol bar

Symbols which are standardly displayed in the symbol bar are not the only available symbols. There is a corresponding symbol for each menu command in the SpeedCommander you can add to the symbol bar. You can insert symbols in the symbol bar, delete them and change their position on the bar.

Insert a symbol into the symbol bar this way

1. Select command **Define symbol bar** in the menu **Settings**.
2. Click the symbol you want to add to the SpeedBar in the section **Available symbols** and pull it to the desired position in the section **Symbol bar**.
3. Press "Ok".

Delete a symbol of the symbol bar this way

1. Select command **Define symbol bar** in the menu **Settings**.
2. Click the symbol you want to delete in the section **Symbol bar** and pull it to the section **Available symbols**.
3. Press "Ok".

Change order of symbols in the symbol bar this way

1. Select command **Define symbol bar** in the menu **Settings**.
2. Click the symbol you want to change the position for in the section **Symbol bar** and pull it to its new position.
3. Press "Ok".

Run applications

You can use the SpeedCommander to run your applications. You can run an application by opening a <u>program file</u> or a <u>document file</u>. You can also name a file which will be opened running your application.

Run an application with the mouse this way

»   Doubleclick the program file or document file.

Run an application with the keyboard this way

1.   Select the file you want to run.
2.   Press ENTER or select command **Open** in the menu **File**.

Run an application and open a file with the command Run this way

1.   Select a program file for the application you want to run.
2.   Select command **Execute** in the menu **File**.
3.   Enter file you want to open in the dialogue field **Command line**.
4.   Select "OK".

See
»   <u>Connect files with applications</u>
»   <u>Select files and directories</u>

            Commands in the menu File

Open
Runs an application, opens a document <u>connected</u> with an application or inserts the next level of a directory.

User Menu
Show user menu

View
Runs SpeedViewer or external file viewer.

Edit
Runs SpeedEditor or external editor.

Copy
Copies one or several files or directories from a <u>source directory</u> to a <u>target directory.</u>

Move
Moves one or several files or directories from a source directory to a target directory.

Delete
Deletes one or several files or directories.

Rename
Renames a file or directory.

Execute
Runs a program.

Run DOS-Shell
Runs DOS command line interpreter.

Attributes
Change of date, time and attribtes of one or several files.

Extensions
To connect a program with a certain file name extension.

Print
Prints a file.

Search
To search files with certain text contents.

Select
Selects a file or a group of files in a directory.

Unselect
Cancels selection of a file or a group of files.

Exit
Exits SpeedCommander.

Commands in the menu Directory

Detail information
In addition to each file and directory the size, the creation date and the creation time are displayed.

Select directories
Selecting several files via menu means that directories are also selected.

Filter
To define a filter for file display.

Check free space
Calculate required space for selected files and directories on the target drive.

Create directory
Makes a subdirectory in the current directory.

Compare directories
To compare both displayed directories and check for differences.

Sort by name
Files and directories are displayed sorted by names.

Sort by extension
Files and directories are displayed sorted by extensions.

Sort by time
Files and directories are displayed sorted by the creation time.

Sort by size
Files and directories are displayed sorted by size.

Unsorted
Files and directories are displayed unsorted.

 Commands in the menu Disk

Establish network drive connection
Establish a network connection to another drive within the workgroup.

Cancel network drive connection
Cancel a network connection to another drive within the workgroup.

Enable as
Directory enabled for use by other members of the workgroup.

Disabling
Disabling a directory for other members of the workgroup.

Format diskette
Formats one or several diskettes.

Copy diskette
Copies one or several diskettes.

Select drive
To select another drive for the current directory window.

Commands in the menu Archive

Pack files
Archives selected files and directories with a desired archive program.

Dispack files
Dispacks archive files with a corresponding dispack program.

Commands in the menu Settings

Configuration
Switch confirmation messages on/off, change position of SpeedStarter, general settings.

Compression programs
Set program paths of compression programs.

External programs
Set program paths for external viewer and external editor.

User menu
Create or edit user menu

Directory menu
Create or edit directory menu

Font
Change font of directory windows.

Colors
Change colors of directory windows.

Define symbol bar
Add symbols to the symbol bar or delete symbols.

Read program groups
Read group files of program manager and setup SpeedStarter.

Save Setup
Save current settings of directory windows as standard.

Functions of the SpeedStarter

The SpeedStarter is a symbol bar to run programs quickly. Each symbol represents a program. The corresponding program is run by a simple mouse click. If you pull files from a directory window to a symbol in the SpeedStarter, the programm runs and the marked files are opened. For a better overview it is possible to create groups of programs. Going to the corresponding groups requires a mouse click.

Normally symbols are well understandable. If you do not know the meaning of a symbol, keep CTRL Key pressed and click the corresponding SpeedStarter symbol with the right mouse key.

Definition of SpeedStarter is made with the right mouse key. Clicking a symbol lets a Popup menu appear which only includes current commands.
You can
» create a program or a group,
» delete a program or a group,
» copy or move a program to another group,
» change program attributes.

If desired SpeedStarter also plays a WAV files with the run of a program.

Select of one of the following tasks if you require help for SpeedStarter:

» <u>Create a program</u>
» <u>Create a program group</u>
» <u>Delete a program or a group</u>
» <u>Copy or move a program</u>
» <u>Change attributes of a program or a group</u>

        Create a program

To run a program via SpeedStarter, it has to be be installed as a symbol in the SpeedStarter

Create a new symbol this way

1. Click the symbol in the SpeedStarter infront of which you want to sort the new program symbol with the right mouse key.
2. Select command **New** in the **Popup menu**.
3. Select option **Program** in the dialogue **New object**.
4. Press "Ok".
5. Enter description of the program, full file name and the working directory in the appearing dialogue field **Properties**.
6. If you want to run the program as a symbol mark switch **Run iconized**.
7. If you want to play a WAV file with running the program you have to mark switch **Play WAV file** and enter the full file name of corresponding WAV file in the editor field **WAV file**.
8. You can define a hotkey in the editor field **Hotkey**. The program can run with this combination of keys from any Windows application then. Change the editor field, keep CTRL Key pressed an press desired key.
9. Select "Ok".

Note: To create a new program symbol you can also pull a program from a directory window to the SpeedStarter by keeping CTRL Key pressed. It will be ordered to the position you stop keeping left mouse key pressed.

Create a program group

The SpeedStarter provides the possibility to arrange your programs in groups. Overview in the SpeedStarter is considerably improved with this. E. g. you could create a group for applications and a group for games.

Create a new group this way

1. Click the symbol infront of which you want to insert the new symbol with the right mouse key.
2. Select command **New** in the **Popup menu**.
3. Selection option **Group** in the dialogue **New object**.
4. Press "Ok".
5. Enter the name and file name of the group in the appearing dialogue field **Properties**.
6. You can change the icon representing the group by pressing the "Icon" button.
7. Select "Ok".
8. You can go to the program and insert programs by clicking the created group symbol with the left mouse key.

See
» Create a program

Delete a program or a group

If you do not require a program or a group any longer you can delete the corresponding symbol from the SpeedStarter.

Delete a program or a program group this way

1. Click the symbol you want to delete with the right mouse key.
2. Answer security check with "Yes".

Note: Deleting a group also means deleting all symbols of this group.

Copy or move a program

You can also copy or move programs to other groups. In this case symbols are always added to the end of the group.

Copy a program this way

1. Click the program you want to copy with the right mouse key.
2. Select command **Copy** in the **Popup menu**.
3. Select the group you want to copy the program to in the dialogue field **Copy program**.
4. Press "Ok".

Move a program this way

1. Click the program you want to move with the right mouse key.
2. Select command **Move** in the **Popup menu**.
3. Select the group you want to move the program to in the dialogue field **Move program**.
4. Press "Ok".

Note: A move of a program within the same group is not allowed.

Change attributes of a program or a group

You can also change attributes of a symbol, e. g. description or file name, later.

Change program attributes this way

1. Click the program you want to change attributes for with the right mouse key.
2. Select command **Properties** in the **Popup menu**.
3. Enter your changes in the dialogue field **Properties**.
4. Select "Ok".

Change attributes of program group this way

1. Click the program group you want to change attributes for with the right mouse key.
2. Select command **Properties** in the **Popup menu**.
3. Enter your changes in the dialogue field **Properties**.
4. Select "Ok".

See:
»   Create a program
»   Create a program group

 Functions of the SpeedViewer

The SpeedViewer provides to view files of the following formats
»   PC Paintbrush (PCX)
»   Windows Bitmap (BMP & RLE)
»   CompuServe (GIF)
»   Windows Metafile (WMF)
»   dBase (DBF)
»   Programs
»   Text
»   Hexadecimal
without external programs.

You can change the viewer during the view and set the standard viewer. The standard viewer
is used if no suitable viewer for the file to view can be found.

In text files you can additionally change font and search for certain text positions.

Select one of the following tasks if you require help for the SpeedViewer:
»   Change current viewer
»   Set standard viewer
»   Change font
»   Search for text positions

Change current viewer

Sometimes it is neccessary to change the viewer for a document.

Change current viewer this way

1. Select command **Current viewer** in the menu **Viewer**.
2. Select viewer you want to view current file with in the dialogue field **Current Viewer**.
3. Press "Ok".

Set standard viewer

The SpeedViewer selects the right viewer corresponding to the file extension of the file to view. If no viewer can be found for the file the standard viewer is used.

Change the standard viewer this way

1. Select command **Standard viewer** in the menu **Viewer**.
2. Select the viewer which is selected if integrated viewer does not interpretate file extension in the dialogue field **Standard viewer**.
3. Press "Ok".

Change font

The use of the viewers "Text" and "Hexadecimal" provides the possibility to change font used with file display.

Change font this way

1. Select command **Font** in the menu **Viewer**.
2. Select font you want to display file with in the dialogue field **Font**.
3. Press "Ok".

Search for text positions

In text files you can search for positions including a special text. This position will be displayed.

Search for text positions this way

1. Select command **Search** in the menu **Search**.
2. Enter text you want to find in the section **Search for**.
3. Select search direction.
4. If you want to take capitalization and use of small initial letters into consideration mark field **Case sensitive**.
5. Press "Ok".
6. For further search press "Ok", for end of search press "Cancel".

Functions of the SpeedEditor

The SpeedEditor is a little text editor which can edit files up to a size of approx. 34 KB. It provides a range of basic functions which will be explained in the following part.

If the editor is called up with SHIFT-F4 a new file can be created.

File - New
Current file is closed, a new file is created.

File - Open
Current file is closed, an existing file is opened.

File - Save
Editor content is saved.

File - Save as
Editor content can be saved as another file with another file name.

File - Print
Editor content is put out to a printer. If the print is too small, please change font size. Testing a little will certainly have a quick and good result.

File - Exit
Editor window is closed.

Edit - Undo
Undo latest editor operation.

Edit - Cut
Marked text is copied to the temporary storage and then deleted.

Edit - Copy
Marked text is copied to the temporary storage.

Edit - Paste
Content of temporary storage is inserted at cursor position.

Edit - Delete
Marked text is deleted.

Edit - Font
You can select another font for text display.

Search - Search
You can search for text positions within a text.

Search - Replace
You can search for text positions within a text and then replace them by others.

Play MOD files

The SpeedCommander has an integrated version of Mod4Win lite. With this it is possible to play MOD files without problems. For this simply mark the file you want to play. Press F3 then or simply pull the file to the viewer symbol. The only requirement is a sound card that has to be available, the SpeedViewer has to be set as active viewer.

By the way: You can play WAV files the same way.

Mod4Win lite can be configured corresponding to your hardware equipment. For this simply press Setup button.

Click the desired section you want to know more about!

The SpeedCommander includes a lite version of Mod4Win.

Mod4Win provides many more functions. For example you can:
» playback record lists of up to 999 MOD files of maximal 100 directories,
» use Drag&Drop ,
» .... and much much more.

Further information on Mod4Win as well as the current version you will get from the authors:

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Help

shows this <u>Help</u> application.

The Help application is the window
in which you are just looking for help desperately!

Wavedevicename

name of the selected wave driver

Wave driver name button

button to select the wave driver

Sample rate

This is about the so-called kilocycle. The sample rate
defines the quality of hearing pleasure.
E. g. at 32 KC 32000 samples per second are
given out.
On better sound cards sample rates up to
48 KC are possible with Mod4Win lite, in practice, however, 32 KC
are enough, as the highest playable note is reached and with this
also the highest quality for MOD files.

To compare, here some digital appliances with its 'rates':
  DAT recorder: :   32 - 48 KC
  CD player   :   44 KC
  DSR tuner   :   32 - 44 KC

Sample rate button

button to set the sample rate

Resolution for sampling

should be set to 16 bit only with
sufficient memory

Mono/Stereo

switches output to mono or stereo

With headphones you should select mono.

Output buffer

gives the number of buffers used by Mod4Win lite
for sample output.

One **buffer** suffices for approx. 200 milliseconds

Buffers are neccessary as under Windows™ it is uncertain
whether a task, e. g. Mod4Win lite will get computing time soon and
therefore a certain pre-runtime has to be calculated which can
be played then.

Output buffer button

sets the number of output buffers

Minimum memory

memory in KBytes used by buffers.

OKay

exits Setup dialogue and transfers setting to Mod4Win lite.

Save Settings

exits Setup dialogue, saves settings in file
'SpedCmdr.Ini' and transfers settings to Mod4Win lite.

"No!"/Cancel

exits Setup dialogue, cancels all changes and
returns to Mod4Win lite.

Symbol

A graphical representation of a group, an application program or a document. You can restore initial window size of an application program or a document which has been reduced to a symbol if you want to work with it.

Certain screen elements or window elements are also called symbols, e. g. the symbol "Full screen" or the symbol in a symbol bar. Symbols are also used for graphical representation of a drive or a directory, e. g. in the SpeedCommander. What they all have in common is the pictorial representation of the concept it is based on, contrary to the switch board which has an inscription with the corresponding command.

Directory window

A window in the SpeedCommander in which the content of a directory is displayed. The directory window displays all files and subdirectories which are included in the corresponding directory.

Connect

To connect a file name extension with a definite application program. Opening a file which has been connected with an application via its extension, the application program will be run automatically.

Source directory

A directory including the file(s) you want to copy or move.

Target directory

A directory to which you want to copy or move one or more file(s).

File attributes

Information on a file which show whether the file is write protected, hidden or a MS-DOS system file or whether it has been changed after last backup.

Shell

The first loaded program which exits Windows by leaving itself is called Shell.

Wildcards

A character that represents one or more other characters. The question mark (?) represents a single character, the star (*) represents a number of characters. E. g. *.EXE stands for all files with the extend .EXE.

🗎 Document file

These files are connected with an application program. If you select a document file the application program runs and opens the file.

Program file

Files with the extends EXE, PIF, COM and BAT. These files run application programs.

SpeedBar

A bar with symbols representing menu commands. This bar is called SpeedBar. Clicking a symbol is faster than calling up the corresponding command via menu.

Available memory

Free memory. In the expansion mode Windows uses fixed disk memory to simulate RAM. For this the available memory is bigger than the real RAM.

Free system resources

The free system resources show the current efficiency of Windows and the system capacity. The smaller free system resources the busier the system.

Real required space

MS-DOS saves files in blocks called clusters. The size of the clusters depends on the size of the fixed
        disk.
Example: CALC.EXE´s size is 43.072 Byte but it really requires 45.056 Byte memory with a cluster size of
        4096 Byte.

Full screen

Full screen also displays the size, the creation date and the creation time of files besides the file name in the directory window.

Short screen

In the short screen only file names of directory are displayed.