

## WebSurfer Contents



This help file contains a list of all Help topics available for the WebSurfer application. You can use the scroll bar to see the entries that are not currently visible in the Help window.

For information on how to use Help, press F1 or choose Using Help from the Help menu.

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## Overview



## Overview

The WebSurfer client is a World Wide Web browser that presents a multimedia interface to the Internet. WebSurfer displays hypertext documents and supports multimedia such as sound, video, and interactive graphics.

## About the World Wide Web

The World Wide Web which is based on a protocol known as HTTP (Hypertext Transport Protocol), unifies all the information on the Internet, plus whatever local information you want, as a set of hypertext documents. You traverse the network, using a browser such as WebSurfer by moving from one document to another via hypertext links.

The World Wide Web is split into two parts, client and server. The server manages the data and answers requests from the client, while the client application (WebSurfer) allows you to connect to all the servers and gather information.

## WebSurfer Features

WebSurfer has the ability to display hypertext and hypermedia documents, layout elements such as paragraphs, bulleted lists and quoted paragraphs, text in bold and italic, electronic text in a variety of fonts.

- Hypermedia documents include sound, movies, interactive graphics, extended character sets.

- Supports and makes hypermedia links to FTP, Gopher, and Telnet.

- Supports caching. Caching keeps a copy of pages that you have visited on your local hard drive so that if and when you backtrack you do not have to wait while the information downloads all over again.

- Keeps track of a history of where you have been, offering a list of visits which enable quick backtracking. A very useful feature when you have moved a long way down a fork and find a dead end. Offers the ability to add sites to a hotlist of URLs - or "must see" visits.

- Supports external viewers so you can view text, image, and video files, and listen to sound files.

## What is Hypertext?

The Web attempts to organize all the information on the Internet, plus whatever local information you want as a set of hypertext documents which use the Hypertext Markup Language (HTML) document format.

Hypertext is a method of presenting information where selected words in the text can be expanded at any time to provide other information about the word. These words are "links" to other documents, which may be text, files, graphics, or anything. There are no rules about which documents can point where, a link is simply anything the creator of the

document finds interesting.

HTML enables text formatting, embedded pictures, and hypertext links (anchors) to other documents and different locations within documents. An HTML anchor is a reference to another document or object, or to a place within a document. These references are made through a standard Universal Resource Locator (URL) which is a text string consisting of the resource type, the Internet address of the machine, and the location of the item on that machine.

### **About Uniform Resource Locators (URLs)**

Uniform Resource Locators (URLs) let you identify where a resource resides anywhere on the Internet by pointing at other Web documents on HTTP servers. If you know the documents URL you can point your browser there, though generally you will be navigating via other Web documents and will not need to know the URLs. URLs provide information about resource type, location, and path.

Resource types indicate the type of server on which the document resides. WebSurfer supports the following resource types:

http:// is the HTTP Server  
ftp:// is the FTP Server  
file:// is the local HTML file  
telnet:// is the Telnet Server  
gopher:// is the Gopher Server

For example the NetManage home page document title is NetManage Home Page and its URL is:

`http://www.netmanage.com:80/netmanage/index.html`

where:

`http` is the resource type (HTTP Server)

`//www.netmanage.com:80` is the resource location

`/netmanage/index.html` is the pathname and filename

### **Using WebSurfer**

When you start WebSurfer, the default document window containing the NetManage logo will normally appear. However, in some cases this might not happen as Instant Internet can download pointers to a new default. To display the NetManage home page, *single-click* on the NetManage logo. The interface consists of the document window and the menus and controls surrounding the document.

The **Title bar** at the top of the window displays the document title. The **Menu bar** displays all the menu names, with each menu containing drop down lists of options. The **Toolbar** contains buttons that serve as shortcuts for Chameleon Mosaic menu items.

Below the Toolbar is the **Dialog bar** which displays the URL address of the current document. The Status bar, at the bottom of the window, displays the location of resources to which you are connecting.

A **document** can contain text and pictures, some of which are hypertext links to other multimedia documents or objects. The links are highlighted in blue (default). You can change the document format, that is, how it appears on your screen by using the Style Schemes option under the Settings menu.

To gather information about the document you are currently viewing, select the Properties... option from the Retrieve menu. The Properties dialog box displays information such as: title, URL, file type, and the local file where the document is located.

You can browse through the document and *single-click* using the left mouse button on the highlighted text to link to another document. WebSurfer downloads and displays the new document, including any graphics that may be a part of it. To return to the previous page, select the Back option from the Retrieve menu or the Back toolbar icon. To return the home page, select the Home option from the Retrieve menu or the Home toolbar icon.

When you are viewing a document, the Dialog bar displays the current documents URL. As you move the mouse around the document, the Status bar, in the lower left of the screen, displays the URLs for any anchors or links that the mouse passes over.

### **Opening Documents in WebSurfer**

There are two methods of opening documents in WebSurfer opening a document through its URL pathname, and opening an existing local .HTM file from the local file system.

#### **Opening Documents using URL Pathnames**

While navigating through a Web document, you can open another document by:

- single-clicking* the left mouse button on the highlighted text to link to it.

- entering a documents URL pathname by selecting the Go To URL option under the Retrieve menu.

- entering a documents URL pathname in the Dialog bar and pressing the Return key.

All three methods will retrieve the selected document from the network or local cache (local drive) and display it for you.

#### **Opening Existing Local HTML Files**

You can open existing local .HTM files from your local file system. This is useful if you want to edit your own .HTM files. Simply select the Open Local File option from the Retrieve menu and select the .HTM file you want to edit. Then, select either the Edit HTML option or the View/Play button in the Properties option dialog box to edit the document. Both options will display the .HTM file in the default text view if the file is a text file. It will display the file with the default image viewer if it is an image file, and plays the file with the default player if it is a sound or movie file.

After you have edited and saved the file, you can view its changes immediately by selecting the Refresh From Disk option on the Retrieve menu.

### **Caching Documents**

A major feature that WebSurfer provides is the ability to cache documents or files. Caching keeps a copy of documents that you have opened, in your local cache (local drive). When

you re-visit a document, that is, reopen a previously opened document, you do not have to wait while the information downloads all over again from the network.

### **Default Caching Behavior**

Initially when you retrieve a document from the Web, it is retrieved directly from the network and automatically placed in your local cache for the current session. If you want to reuse a document you have already retrieved during the current session, WebSurfer will retrieve it for you automatically from your local cache.

However, when you close the current session, all documents in your local cache will not be saved. If you want to re-visit a document you opened during a previous session, then the document is automatically retrieved from the network and once again placed in your local cache.

Default caching behavior for documents is established under the Preferences option (global behavior of all documents) and the Properties option (individual behavior of a specific document). Note that the settings for the caching behavior of a document in the Properties option overrides those set in the Preferences option.

### **Overriding Default Caching Behavior**

There are several ways you can override the default caching behavior of documents:

Select the Refresh From Network option under the Retrieve menu to automatically refresh a document retrieved from your local cache with its latest version from the network.

To retrieve documents directly from the network and not your local cache, regardless of how many times you re-visit the same document, *deselect* the Reuse Retrieved Documents Within Session checkbox located on both the Properties and Preferences dialog boxes. These are documents you are re-visiting in the current session.

To save documents to your local drive between sessions, *select* the Save Cached Documents Between Sessions option, located on both the Properties and Preferences dialog boxes. Use this option to retrieve the same document from your local drive *between* sessions.

**New**

New creates a new configuration file. When you choose this option, the application provides you with a default configuration template (file).

To select a new configuration:

Select the New option from the File menu.

## **Open...**

Open... opens an existing configuration file. When you select Open, the application allows you to load an existing configuration file.

To open a new configuration file:

1. Select the Open... option from the File menu.
2. Select the desired drive, directory and file.
3. Choose the OK button.

## **Save**

Save saves configuration parameter changes to the current configuration file.

To save configuration parameter changes:

Select the Save option from the File menu.



### **Save As...**

Save As...saves configuration parameter changes to a new configuration file.

To save configuration parameter changes:

1. Select the Save As... option from the File menu.
2. Select the desired drive, and directory and enter the new file name.
3. Choose the OK button.

## **Print...**

Print... allows you to print the the HTML document.

To print:

1. Select the Print... option from the File menu.
2. Choose the All option from Print Range, and choose the OK button.

## **Print Preview**

Print Preview shows you how the current HTML document will look when you print it. You can print the current file, view the next and previous pages, view the file in one or two page format, and zoom in or out of the file.

To view the contents of the current window in print preview:

1. Select the Print Preview option from the File menu.
2. Select the desired buttons for printing, viewing in two page format or zooming in and out.
3. Select the Print Preview option again to return to the previous view of the file.

## **Print Setup...**

Print Setup... allows you to modify the printer configuration.

To modify the printer setup:

1. Select the Print Setup... option from the File menu.
2. Select either the default printer or a specific printer.
3. Select additional options according to the specific printer.
4. Choose the OK button.'

### **Import mosaic.ini file...**

**Import mosaic.ini file...** allows you to import user created information from an NCSA Mosaic file. Information such as user created menu items, hotlist items, configuration information, and so on can be imported intact into WebSurfer.

To import the contents from a mosaic.ini file into WebSurfer:

1. Select the Import MOSAIC.INI file... option from the File menu.
2. Select the desired drive, and directory and enter the name of MOSAIC.INI file whose contents you want to import.
3. Choose the OK button.

## **Exit**

**Exit** allows you to exit the application:

Select the **Exit** option from the File menu.

## **Go To URL...**

**Go To URL...** retrieves a document directly from the network or from your local drive (depending how you set Mosaic+ preferences) and displays it. After the document is retrieved it is automatically placed in your local drive.

To display the selected URL:

1. Select the Go To URL... option from the Retrieve menu. The Mosaic+ URL Input dialog box appears.
2. Enter the URL address of the document you want to display and choose the OK button. Note that if you have selected the

For example, to display the NetManage home page, enter the URL:  
<http://www.netmanage.com>

## **Refresh From Network**

**Refresh From Network** replaces the selected document (URL) with the latest version from the network and places it in local storage.

To refresh a document (URL) with its latest version from the network:

1. Open the document you want to refresh.
2. Select the Refresh From Network option from the Retrieve menu.

The document will be refreshed and placed in local storage.



## **Open Local File...**

**Open Local File...** opens an existing .HTM file from your local drive. Use this option if you are creating your own HTML document and want to access from your local drive.

To open a file on the local drive:

1. Select the Open Local File... option from the Retrieve menu.
2. Select the desired drive, and directory and file you want to open.
3. Choose the OK button.

## **Refresh From Disk**

**Refresh From Disk** refreshes the local document from the local file system. Use this option if you have made changes to a local file and want to see those changes.

To refresh a local file:

After modifying a local .HTM file, select the Refresh From Disk option from the Retrieve menu.

The modified file will be saved on your local drive.

## **Hotlist...**

**Hotlist...** is a permanent list of documents that you can access with without having to navigate through the Web. You can add documents anytime to the hotlist by using the Add To Hotlist... option.

To display your hotlist:

1. Select the Hotlist option from the Retrieve menu. The Mosaic+ Hotlist dialog box appears.
2. Select the title of the document you want to display and choose the Go To button.
3. You can also display the document's properties by choosing the Properties button or remove the document from your hotlist by choosing the Cancel button.

## **Add To Hotlist**

Add To Hotlist allows you to automatically add the current document to your Hotlist.

To add the current document to your hotlist:

Choose the Add To Hotlist option from the Retrieve menu.

**History...**

History lists all the HTML documents you have accessed during the current session.

**Back**

Back allows you to view the previously viewed URL.

To do this:

Select the Back option from the Retrieve menu, or use the Back toolbar button.

**Forward**

Forward allows you to revisit the URL you were viewing before you selected the Back option.

To do this:

Select the Forward option from the Retrieve menu, or use the Forward toolbar button.

## **Home**

Home returns you to the document you entered as the startup document in the Preferences menu.

To return to the document indicated as the startup document in the Preferences menu:

Select the Home option from the Retrieve menu, or use the Home toolbar button



## Properties...

Properties... allows you to change the properties of a selected document only. You can change its title, file type, add a memo about the document, change its file location, and look at the file's text if it is a text file, or see or hear it if it is an image or sound file.

**Note:** If you want to make global changes to all documents, refer to the Preferences option under the Settings menu.

To do this:

1. Display the URL whose properties you want to change.
2. Select the Properties... option from the Retrieve menu. The URL Properties dialog box appears containing the following fields:

Title	Title description of the URL
URL	URL pathname
Type	File type, such as a word, sound, image or HTML file
Memo	Special information about the URL you may want to include
Local File	File location of the URL
Save in Hotlist	Save the current document in your Hotlist
Reuse retrieved document within session	Select this if you want to reuse a document you already retrieved in the current session. If you re-visit a document, that document is retrieved from your local cache (local drive) and not the network.
Save cached document between sessions	Select this if you want a document you retrieved from the network to be automatically saved on your local drive. When you retrieve this document during another

session, it is loaded from your local drive, *not* the network.

#### View/Play

Shows the file in the default text view if the file is a text file. Displays the file with the default image viewer if an image file; and plays the file with the default player if a sound or movie file.

## **Edit HTML...**

**Edit HTML...** displays the HTML file in the default text view if the file is a text file. Displays the file with the default image viewer if an image file; and plays the file with the default player if a sound or movie file.

The Edit HTML option provides the same functionality as the View/Play button on the Properties menu.

## **Connection Status...**

**Connection Status...** displays the current connectivity status.

## Preferences...

You can set preferences in WebSurfer to indicate the startup document, global document retrieval behavior of all documents, and the application filenames of Telnet and Gopher.

To set preferences:

1. Under Startup Behavior, select either Browse Files or Load Now. Browse Files displays the WWW Browse Startup Files dialog box where you can choose the selected .HTM file you want to appear when you start the application. Load Now automatically displays the selected .HTM upon starting the application.

2. Under Global Document Retrieval Behavior, you can select:

**Reuse retrieved documents within session:** Select this if you want to reuse a document you already retrieved in the current session. If you re-visit a document, that document is retrieved from your local cache (local drive) and not the network.

**Save cached documents between sessions:** Select this if you want a document you retrieved from the network to be automatically saved on your local drive. When you retrieve this document during another session, it is automatically loaded from your local drive, *not* the network

**Defer image display:** When set, causes images not to be rendered as they are retrieved until the user gives an explicit render request. This is useful in preventing display flicker.

3. Hypermedia links to Gopher and Telnet are also supported. The Under Helper Application Filenames contain the filenames you need in order to link to Telnet and Gopher.
4. Choose the OK button.

## **Log...**

Select the **Log...** option from the Settings menu to help diagnose client transmission and WWW server retrieval problems.

1. Select the Log... option from the Settings menu.
2. Choose the Start button to start logging, or the Stop button to stop logging.
3. Choose the Save button to save the contents of the log window to the WWW.LOG file.
4. Choose the Print button to print the contents of the log window.
5. Choose the Copy button to copy the contents of the log window onto the clipboard.
6. Choose the Clear button to clear the log window.
7. Choose the Close button to close the Log... option dialog

## **Toolbar ...**

Toolbar allows you to display or hide the application's toolbar. The toolbar gives you quick mouse access to several of the application's tools. Some of the toolbar functions include:

- print the active document
- specify a URL address in the World Wide Web for retrieval
- re-retrieve latest version of a document from network (overwrite cache)
- show the hotlist of your favorite places
- add or drop the current document to or from the hotlist
- view the previous document
- view the first document of this session

## **Smart Buttons**

Smart Buttons allows you to display enlarged toolbar icons with descriptions.



## **Status Bar**

Status Bar allows you to display or hide the application's status bar. The status bar is displayed at the bottom of the window where it shows messages and provides statistics about the current application.

## **Dialog Bar**

The Dialog bar displays a the current URL. You can also go to another URL by entering it in the Dialog bar and pressing the Return key. You can display or hide the Dialog bar by selecting/deselecting the Dialog bar option from the Settings menu.

## Style Schemes...

Style Scheme allows you to set style guidelines for the document that is currently displayed. You can select scheme elements, font types and styles, point size, foreground/background colors, document color, and margins.

To set the style scheme for a URL file:

Display the URL file whose style scheme you want to set. Select the Style Scheme... option from the Settings menu. The Style Schemes dialog box appears. You can set the following options:

### Style Schemes

Preview	Element whose attributes you want to change (You can also scroll for scheme elements by name in the Scheme Elements field)
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#### Element Attributes

Scheme Elements	Element whose style/attributes you want to change
Indent	Determines, in inches, how far the selected element is indented within the document
Font	Font type of the selected element
Font Style	Font style of the selected element
Size	Point size of text of the selected element
Foreground color	Color of the text of the selected element
Background color	Background color or highlight of the text
Effects: Strikeout/Underline	Selected element will have a line through it or under it

#### Document Attributes

Document Color	Color of the document background
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Overall Font Size

Globally increase or decreases by one point size all the scheme elements

Margins

Left and right margins of the document during display

Printing

Left, right, top, and bottom margins of document for printing

## **Diagnose Connection**

Use the **Diagnose Connection** option to start Ping and verify that the server is available.

## Contents

### Using Help

#### To choose a Help topic:

Mouse            Point to the underlined topic you want to view and click the mouse button.

When the pointer is over an item you can choose, the pointer changes to a hand icon.

Keyboard        Press Tab to move the highlight to the underlined topic you want to view, and then press Enter.

#### To exit Help:

Mouse            1    Point to the File menu and click the mouse button.

2    Click the Exit command.

Keyboard        1    Press Alt.

2    Type the letter F.

3    Type the letter X.

## **About WebSurfer...**

Select the **About WebSurfer...** option from the Help menu for information about this program. Choose the OK button to continue.





