

About Launcher

The Launcher provides a convenient way to start any of the Ability modules and an easy way of opening existing documents.

Launcher can be [configured](#) in a similar way to the [Windows taskbar](#) - docked to the edge of the display, or floating as an "always-on-top" toolbar.

The Launcher can be extended to [quick start other applications](#) , for example Windows Explorer and Control Panel.

Here's what each of the buttons on Launcher does:



Open Ability Document

[Opens any Ability document](#) .



Write

[Start Write](#) with a new document.



Database

[Start Database](#).



Spreadsheet

[Start Spreadsheet](#) with a new document.



Draw

[Start Draw](#) with a new document.



Explorer

Windows Explorer. Part of the Windows operating system, it allows comprehensive file management and access, including finding, deleting, copying, organising and renaming of files.



Control Panel

Opens the Windows Control Panel. From here you can set up printers, connect machines to networks, add or remove programs and specify hardware settings.



Launcher Menu

Options for configuring Launcher.

See also:

[Starting launcher](#)


[Modifying launcher](#)

Starting launcher

To run Launcher, either:

- Click the Start button, select Programs, select Ability Office 98 and then select Launcher from the list of Ability applications.

or

- If you are already in an Ability application, click on the **Launcher** button  on the toolbar.

See also:

[Closing applications](#)

Display options

In its default state, the launcher will appear as a floating toolbar that can be moved anywhere on the screen by simply dragging it to a new location.

You can dock it by dragging it to an edge of the screen where it will appear in similar way to the Windows taskbar.

You can have the Launcher always visible or choose to display it only when the mouse is moved over it. Right-click over Launcher and choose from the following:

- Select **Always on Top** to make Launcher appear on top of other Windows so you can always see it.
- Select **Auto hide** to make Launcher disappear while you're not using it and reappear as you move the mouse over it. This option only applies if Launcher is docked to the edge of your display.

The Launcher buttons can be displayed with flat buttons (the default "Coolbar" mode), with large buttons and with or without tooltips. Select **Options** from the Launcher Menu. Choose any combination you wish.

See also:

[Modifying Launcher](#)

Launching an application

To run Write, Database, Spreadsheet or Draw, simply click on it's button.

In the case of the Ability applications, here's what happens:



Write

Opens Write with a new document, based on the normal template.



Spreadsheet

Opens Spreadsheet with a new spreadsheet.



Draw

Opens Draw with a new draw document.



Database

Starts Database.


Other applications that may be added to Launcher, such as Windows Explorer, start in their default state.

See also:

[Closing applications](#)


[Adding applications](#)

Opening existing documents

To open an existing document, click on the **Open** button . A tabbed dialog will appear. This divides your files into four categories: Write documents, spreadsheets, databases and drawings. Click on the tab for the file you want.

The Open dialog only displays files in the current folder, so if you cannot see the file you want, you'll need to change folder.

Closing applications

Click the **Launcher Menu** button  and select **Exit All Applications** to close all Ability applications started from Launcher. Each application will prompt for unsaved files in turn. To close Launcher, right-click and select **Exit**.

Modifying Launcher

You can add and remove applications to and from the Launcher. You can also decide start-up properties for these applications.

See:


[Adding an application](#)

[Removing an application](#)

[Modifying an application](#)

You can also choose the [display options](#) for Launcher and make Launcher [start up automatically](#) .

Adding an application

To add an application, click the **Launcher Menu** button  and select **Add Application**. Choose the application you want to add by typing in a path and program name in the **Target** box. Alternatively, click the **Find** button and choose the folder and program you want.

You can optionally modify the following start-up properties:


1. In the **Start In** box, type the path of the directory you would like the application to point to when it loads. For example, type in c:\myfiles if you would like the myfiles folder to display first when selecting the File Open command.
2. In the **Shortcut Key** box, type a key combination that you'd like to start the application. Valid key combinations are F1 through to F12, Ctrl-A through to Ctrl-Z and Alt-Ctrl-A through to Alt-Ctrl-Z.
3. To pass additional arguments to the application, enter them in the **Arguments** box. For example, many applications accept filenames as an argument so they can open the file directly.
4. In the **Run** combo-box, choose between Normal, Minimized and Maximized. This will determine the style of windows the application loads into.

See also:

[Removing an application](#)

[Modifying an application](#)

Removing an application

Click the **Launcher Menu** button  and select **Modify**.

Select the application you want to remove and click the Delete button.


Note that Ability's own applications, Write, Spreadsheet, Database and Draw, cannot be removed in this way.

See also:

[Adding an application](#)

[Modifying an application](#)

Modifying an application

To modify an application already in Launcher, click the **Launcher Menu** button  and select **Modify**. In the Applications tab, select the program you want to modify and then select the Attributes tab.

Choose the new settings - see Adding an application for more details

Select OK to save and exit the dialog. Select Apply to save and continue modifying other applications.

See also:

[Adding an application](#)

[Removing an application](#)

Adding Launcher to the startup group

If you want Launcher to appear automatically every time you start Windows, add it to the Windows StartUp group by following these steps:

1. Right-click on the **Start** button, select **Open** and then double-click the **Programs** folder. The Programs Folder will open and you'll see, among other folders, an Ability Office 98 folder and a StartUp folder.
2. Double-click the **Ability Office 98** folder.
3. Arrange the Windows so you can see the, now opened, Ability Office 98 folder and the StartUp folder on screen at the same time.
4. Keeping the Ctrl key pressed, drag the Launcher icon and drop it over the StartUp folder.

Note: this procedure will work with any application so you can add Write or Spreadsheet (or both) to the StartUp folder in exactly the same way. They will then start every time you start Windows.

Windows taskbar

Part of the Windows operating system. Allows you to run applications with the Start button. It also shows all running applications and allows you to switch between them.

