

# Welcome to PowerBar

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# Configure PowerBar

To open up the Configure PowerBar window, click on the Configure toolbar button -  - on the main PowerBar screen.

The Configure window is divided into three TABS, each of which displays a different 'page' of the window. To toggle between tabs, click with the left mouse button on the desired tab.

## DEFINITIONS TAB

Leftmost is a list of all the applications which have a toolbar assigned. The Main entry is not an application *per se*, rather it is a generic toolbar setup which allows you to create general commands which can be applied to any Windows program. The Main definition overrides the application-specific toolbar configurations shown in the list.

On the right side, the following buttons appear:

- NEW- Sets up a new toolbar for a new application.  
See [Adding a New Toolbar](#).
- EDIT- Edits the toolbar configuration for the application highlighted in the listbox.  
See [Editing a New Toolbar](#).
- DELETE- deletes a toolbar configuration.  
See [Deleting a Toolbar](#).
- CLOSE- Closes the Configure PowerBar Window.


## TOOLBAR TAB

This shows two check boxes. From here you can make toolbar float above all other applications and you can turn mouse hints on or off. Mouse hints are 'bubbles' of text that appear above a button to remind you of a button's function. The text bubbles appear when the mouse cursor is placed and remains over a button for about two seconds.

## THE TOOLBAR BUTTONS TABS

Here you can set the height and width of each toolbar button along with vertical and horizontal gaps.

# Customise Toolbar

The customise toolbar appears after you select NEW or EDIT from the Configure PowerBar window. To open the Configure PowerBar window, click on  in the PowerBar's main window.

The top half of the window is occupied by a grid of small pictures which can be dragged on to the toolbuttons you select. The lower half has a table which displays the toolbar setup for a specific application. The various column of the lower table are:

- No.- this is the toolbutton number.
- PICTURE - This is the picture to be displayed on the toolbutton.
- COMMAND - This is the text or command to execute when the toolbutton is pressed.
- HINT TEXT- This is a brief description of the command or text which serves as a reminder for yourself. The text you enter here will appear as the toolbutton mouse tip text.

On the right side of the window, there is a set of buttons:

- CLOSE - This closes the window and prompts you to save changes if necessary.
- SAVE - This saves the toolbar configuration.
- TOOLBUTTONS - this allows you to change the number of toolbuttons for a particular application.

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# Overview

PowerBar is a utility that enhances the way you work with applications. In essence, it is an intelligent toolbar that automatically detects and loads an application specific toolbar which allows you to access commonly used commands. Many windows applications already come with toolbars (speedbars or speed buttons). However, the toolbars defined with the applications are usually determined by the team who programmed the application in the first place - they decided which commands would be likely to be used frequently. PowerBar enables you to bypass this restriction and program your own commands. This toolbar then pops up when the relevant application receives focus.

In addition to being able to assign and program menu commands, PowerBar has a few features which puts it in a class of its own:

- send menu command keystrokes
- insert text e.g., frequently used words/phrases into any document
- run files or applications
- insert real date and time in any format into any document
- show message boxes
- sound warning 'beeps'
- introduce a pause before executing commands
- the programming of a generic toolbar which overrides and whose commands can be applied to any application.
- the ability to run files means you can assign different macros to each button (derived from third party Macro Recorders) thus giving you even more power.

# PowerBar Window

To learn about the various parts of PowerBar, click on the diagram shown:



PowerBar can be:

- resized by clicking on the window frame with the mouse and dragging the window frame.
- moved by clicking and dragging the window title or any part of the grey background of the main window.

Close

This closes PowerBar and saves the current settings.

Minimise

This forces PowerBar to minimise from a window to an icon.



## Main

Powerbar has two different modes of operation:

**1. APPLICATION SPECIFIC MODE:** This is when the Main toggle button is in the UP position. Here the toolbuttons you have configured will become visible when the corresponding application window becomes the active window e.g. if you have configured a toolbar for Notepad, then when you click on the notepad window, the toolbar updates to show the notepad toolbuttons.

**2. MAIN MODE:** In addition to application specific mode, Powerbar allows you to specify a generic series of buttons which are not confined to any specific application. Rather, here you assign general keystrokes or commands which you wish to apply to throughout your applications: e.g., the SAVE command, common to many Windows programs can be executed by the key combination Alt, F and S. You can program this to be represented by a toolbutton in Main. When the Main toolbutton is in the DOWN position, the Main toolbar configuration overrides all other application-specific toolbars.

## Titlebar

This shows the title of the window or application that is to receive PowerBar's output. The titlebar constantly updates as a new window receives focus.

## Toolbuttons

This section of PowerBar contains the configured toolbuttons - each toolbutton will have a command associated with it and when pressed, the command will be sent to the window or application that is shown in the titlebar.

# Using PowerBar

## USING POWERBAR FOR THE FIRST TIME

When you first start PowerBar, the toolbuttons that appear will depend on the program that currently has the focus. To get you on your way, we have pre-configured toolbars for:

- Notepad
- File Explorer

To see how PowerBar operates, open up Notepad and File Explorer and look at how PowerBar behaves. When you switch between these applications, PowerBar will automatically load the correct toolbar. If you want to know what the toolbuttons do, place the mouse cursor over the button for a few seconds to see a pop-up description of the command performed by the toolbutton.

When you press a toolbutton, PowerBar mimics one or more menu command keystrokes and directs it to the application with the focus - this makes the application behave as though a menu item was selected.


Once you understand what PowerBar is doing, you can begin configuring PowerBar to your own use. Click below on a help topic:

### How to ...

- [Configure PowerBar](#)
- [Add a new toolbar](#)
- [Edit an existing toolbar](#)
- [Delete a toolbar](#)
- [Change bitmaps used by PowerBar](#)
- [Running Macros from PowerBar](#)

# Adding a New Toolbar

You can configure Toolbar for up to one hundred applications. Adding a new toolbar configures a toolbar to a new application.

1. Start PowerBar, by clicking on its icon, if you have not already done so
2. Click the Configure button (  ). The Configure PowerBar window appears.
3. Click the NEW button on the Definitions tab. Enter the FULL path of the program e.g., for Notepad, type **c:\windows\notepad.exe**  
Select O.K.
4. The Customise PowerBAR window appears. By default, the number of toolbuttons assigned is three. To change this number, click the Toolbuttons button and enter the number of toolbuttons you require. The lower Toolbar Table will then have the requisite number of slots.

First put a picture in the picture column in the first row of the Toolbar Table. Drag any picture from the top grid into the relevant row. The picture you dragged will be assigned to that toolbutton.


Secondly, enter the Command using the rules described in the Toolbar Command Set.

Finally, you can optionally enter a Hint Text. This represents a SHORT DESCRIPTION of the command which serves as a reminder for yourself via the mouse tips.

When you have completed the Toolbar table, click Save and close the Customise Toolbar and Configure PowerBar windows. The next time you activate the application you have just configured, a toolbar will appear.

# Editing a Toolbar

From time to time, you may need to edit the toolbar configuration you have for a particular application. To edit a toolbar:

1. Start PowerBar, by clicking on its icon, if you have not already done so
2. Click the Configure button (  ). The Configure PowerBar window appears.
3. Click the EDIT button on the Definitions tab.
4. The Customise PowerBar window appears. The previously configured toolbuttons then appear. To change the number of toolbuttons, click Toolbuttons button and enter the number of toolbuttons you require. The lower Toolbar Table will then have the requisite number of slots.

Drag the required picture from the top grid into the relevant row. The picture you dragged will be assigned to that toolbutton.


Secondly, enter the Command using the rules described in the Toolbar Command Set.

Finally, you can optionally enter a Hint Text. This represents a SHORT DESCRIPTION of the command which serves as a reminder for yourself via the mouse tips.

When you have completed the Toolbar table, click Save and close the Customise Toolbar and Configure PowerBar windows. The next time you activate the application you have just configured, the new toolbar configuration will appear.

# Deleting a Toolbar

You may want to delete a previous toolbar configuration if you have a new version of the software installed or you find that you no longer use the application for which you have set up a toolbar. To delete a toolbar:

1. Start PowerBar, by clicking on its icon, if you have not already done so
2. Click the Configure button (  ). The Configure PowerBar window appears.
3. Click the DELETE button on the Definitions tab.  
Note: the Main entry cannot be deleted, only edited.
4. The toolbar is then deleted.

# Changing Bitmaps

The bitmaps used by PowerBar are stored in a file entitled **TOOLBAR1.BMP**. This file can be opened in any graphics editor that recognises the **BMP** file format (e.g. Paintbrush).

Once opened you will see the matrix of bitmaps used by PowerBar. The matrix consists of 20 columns by 10 rows. Therefore, the maximum number of bitmaps you can install is 200 (20 columns by 10 rows).

You can edit any of the bitmaps in the cells of the matrix just like you would any other graphic. However, ensure you do not cross the blue guidelines that define each cell, otherwise you will have a bitmap that extends across several buttons!

After you save changes, restart PowerBar to see your new set of bitmaps.



# Running Macros

To incorporate macros you have created using Macro Recorders is easy. All you need to do is:

1. Record the macro.
  2. Save it - note the filename. ( e.g., **c:\mymacro.rec.** )
  3. Run PowerBar. Follow the instructions under [Adding a Toolbar](#) or [Editing a Toolbar](#).
- When you assign the toolbuttons, use PowerBar's RUN keyword form the [Command Set](#) and the macro name viz:

`{RUN C:\MYMACRO.REC}`

In this way, you can assign any macro to a toolbutton.

# Command Set

To view this topic, maximize this help window.

The command set is a series of keywords, enclosed in curly brackets, { }, which define an action that this application makes. The actions vary from simple character entry to invoking menu commands and running files.

To help you use the command set easily, a Command Wizard has been incorporated into this application. To start the Command Wizard, activate the command textbox and press the function key **F5** while in edit mode or the button with the ellipses that appears on the right hand side. The Command Wizard dialog box then appears.

Select the command you wish to use from the drop down listbox. Read the instructions in the bottom panel to see if you need to input any text in the textbox that appears below the drop down listbox. Enter your text if required and click OK once you have finished. The Command Wizard will insert a **formatted** instruction into the table.

*For most purposes, the Command Wizard should suffice, however, you may want to inspect the instructions below if you wish to enter a command manually.*

Below are notes describing the various commands syntax.

---

## Entering Text

To specify a single keyboard character, use the character itself. For example, to represent the letter A, use "A". If you want to represent more than one character, append each additional character to the one preceding it. To represent the letters A, B, and C, use "ABC".

---

## Special Keyboard Characters

To specify characters that are not displayed when you press a key (such as Enter or Tab) and keys that represent actions rather than characters, use the codes shown below:

Key	Code	Key	Code
Backspace	{BKSP}	Break	{BREAK}
Caps Lock	{CAPS}	Clear	{CLEAR}
Del	{DEL}	Down Arrow	{DOWN}
End	{END}	Enter	{ENTER}
Esc	{ESC}	Help	{HELP}
Home	{HOME}	Insert	{INS}
Left Arrow	{LEFT}	Num Lock	{NUM}
Page Down	{PGDN}	Page Up	{PGUP}
Print Screen	{PRTSC}	Right Arrow	{RIGHT}
Scroll Lock	{SCR}	Tab	{TAB}
Up Arrow	{UP}	F1	{F1}
F2	{F2}	F3	{F3}
F4	{F4}	F5	{F5}
F6	{F6}	F7	{F7}
F8	{F8}	F9	{F9}

F10	{F10}	F11	{F11}
F12	{F12}	F13	{F13}
F14	{F14}	F15	{F15}
F16	{F16}		

---

## Keyboard Modifiers

To specify keys combined with any combination of Shift, Ctrl, and Alt keys, precede the regular key code with one or more of the following codes:

Key	Code
Shift	{SHIFT}
Control	{CTRL}
Alt	{ALT}

To specify that Shift, Ctrl, and/or Alt should be held down while several other keys are pressed, enclose the keys' code in parentheses. For example, to have the Shift key held down while E and C are pressed, use "{SHIFT}(EC)". To have Shift held down while E is pressed, followed by C being pressed without Shift, use "{SHIFT}EC".

*Note: You cannot send keystrokes to an application that is not designed to run in Microsoft Windows.*

---

## Menu Commands

To specify menu commands, you use the menu shortcut keys.

e.g.

Typically, to open a file in a windows application, you employ the keystrokes: **Alt, f, o** {alt, File and Open).

This can be invoked by entering the following:

{Alt}fo

Similarly, to save a file in a windows application, you employ the keystrokes: **Alt, f, s** {alt, File and Save).

This can be invoked by entering the following:

{ALT}fs

*When entering menu command keystrokes, use lower-case letters.*

---

## Activate {ACTIVATE x}

This command scans and looks for the window with a title containing the word or words specified by *x*.

Use this command to shift focus from one window to another whilst executing successive commands.

e.g., you can activate notepad by using :

{ACTIVATE Notepad}

---

## Beep Sound {BEEP}

This sounds a beep from the PC's internal speaker.

eg. To output the word **HELLO** and then sounds a beep enter:

Hello{BEEP}

---

## Close {CLOSE *x*}

This command scans and closes the window with a title containing the word or words specified by *x*. e.g., you can close notepad by using :

{CLOSE Notepad}

---

## Close All {CLOSE-ALL}

This command scans and closes all the currently opened windows. e.g.,

{CLOSE-ALL}

---

## Current Date {DATE dd/mm/yy}

This enters the current system time using the format provided.

To output the days use:

d - for the numeric date

dd - for the numeric date, appending a zero prefix if necessary.

ddd - for abbreviated day, eg. Mon, Tue etc.

dddd - for the full day eg. Monday, Tuesday etc.

To output the month use:

m - for the numeric month

mm - for the numeric month, appending a zero prefix if necessary.

mmm - for abbreviated month, eg. Jan, Feb etc.

mmmm - for the full month eg. January, February etc..

To output the year use:

yy- for the numeric year eg. 97

yyyy - for the full numeric year eg. 1997.

eg., the following will output the date in its entirety into your document:

{DATE dd-dddd-mmmm-yyyy}

---

## Current Time {TIME hh:mm:ss}

This enters the current system time using the format provided.

To enter the hours use h or hh (adds a zero prefix if necessary).

To enter the minutes use m or mm (adds a zero prefix if necessary).

To enter the seconds use s or s (adds a zero prefix if necessary).

eg. To output **The time is** and the current system time enter:

The time is {TIME hh:mm:ss}

---

## **Maximize** {MAXIMIZE *x*}

This command scans and maximizes the window with a title containing the word or words specified by *x*.  
e.g., you can maximize notepad by using :

{MAXIMIZE Notepad}

---

## **Maximize All** {MAXIMIZE-ALL}

This command scans and maximizes all the windows in the current windows session.

{MAXIMIZE-ALL}

---

## **MessageBox** {MSG *x*}

This shows a message box containing a sentence specified by the *x* component.  
e.g., to show a simple message box that displays 'Hello' :

{MSG Hello}

When the message box is displayed it has an OK and a Cancel button. If you press OK, then subsequent commands will be executed. If you press Cancel, command execution will stop at the message box.  
For example, you can setup a messagebox that responds to your decision.

{MSG Notepad will be started}{RUN C:\WINDOWS\notepad.exe}

When the messagebox appears, if you press Cancel, then Notepad will not be executed.

---

## **Minimize** {MINIMIZE *x*}

This command scans and minimizes the window with a title containing the word or words specified by *x*.  
e.g., you can minimize notepad by using :

{MINIMIZE Notepad}

---

## **Minimize All** {MINIMIZE-ALL}

This command scans and minimizes all the windows in the current session.

{MINIMIZE-ALL}

---

## **Pause** {PAUSE *x*}

This introduces a pause specified by the *x* component.  
eg., to introduce a pause of 10 seconds to before executing a command, type:

{PAUSE 10}

---

## Reboot PC {REBOOT}

Use this command to reboot your PC. e.g.

{REBOOT}

---

## Restart PC {RESTART}

Use this command to restart Windows 95. e.g.

{RESTART}

---

## Restore {RESTORE x}

This command scans and restores the window with a title containing the word or words specified by *x*. e.g., you can restore notepad by using :

{RESTORE Notepad}

---

## Restore All {RESTORE-ALL}

This command scans and minimizes all the windows in the current session.

{RESTORE-ALL}

---

## Run a file/application {RUN x}

This runs the file specified by the *x* component. e.g., to run notepad, type:

{RUN C:\WINDOWS\notepad.exe}

To run a document, type the filename and the extension e.g. type:

{RUN C:\README.TXT}

---

## Shutdown Computer {SHUTDOWN}

Use this command to shut down your PC. eg.

{SHUTDOWN}

---

# Appendix

NOTE:the commands you enter using the command set can be appended to each other. Eg. to open notepad, enter the date & time and the sentence 'This document refers to the meeting between: ' type:

```
{RUN C:\WINDOWS\notepad.exe}{DATE dd/mm/yy} - {TIME hh:mm}
```

# Order Form

Register this software by completing the relevant details shown.

- To view this order form, maximise this help file window.
- To print this order form, click on Print Topic in the File pull-down menu. Do not forget to keep a copy of your order.

<b>Product</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
<i>ClockWork</i>		£8.99	
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<i>PickList</i>		£8.49	
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<i>Shortcut Plus</i>		£8.99	
<b>PowerUser Suite 95</b>		<b>£27.99</b>	
		<b>Sub Total</b>	<b>£</b>
		<b>Post &amp; Packing</b>	<b>£ 1.50</b>
		<b>TOTAL</b>	<b>£</b>

Note:

- Prices shown are in Pounds Sterling.
- **PowerUser Suite 95 is the full edition of ClockWork, DeskTAB, KlickBoard, Magic Menu, PickList, PowerBar and Shortcut Plus in one package at a substantial discount.**
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## About

Click once with the *left* mouse button to bring up this help file.  
Click once with the *right* mouse button to show the 'About' box.



