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# What Reconcile does

## What it does

Reconcile updates two directories you specify. It copies files each way until both directories contain the most recent copies of all the files you want updated.

## Who needs it?

Reconcile will be invaluable to:

- People with portable computers or who take work home on floppy disks. These users need to ensure that they are always working on the most up-to-date versions of all files.
- Groups of co-workers in small offices running several computers with no network, who need to ensure that everyone has the most recent copies of files.
- Users who regularly back up their work directory by directory on to floppy disks (you do back your files up, right?) but who wish to be spared the hassle of either copying all the files each time, or remembering which files have changed and need backing up.

## How reliable is it?

The original DOS version of this program was written by Michael Quinion, one of its directors, for a national UK company working on heritage and tourism consultancy projects. The practice staff had their own individual PCs, but no network. There was a constant need to ensure that everyone had the most recent copies of reports and other files and that older copies did not overwrite new ones. Reconcile has been in daily use in the company for more than two years without any problems.

The Windows implementation builds on and incorporates the original DOS version. Michael Quinion used the first Windows version to update his own files for about six months before putting it on the market. This included backing up later versions of the Reconcile source files themselves.

## About shareware

### What is shareware?

Shareware is a method of distribution for quality software products which avoids much of the very high overheads of marketing them.

Instead, copies of the applications are put into uncontrolled circulation. Interested would-be users may freely download copies from bulletin boards, purchase them from shareware libraries at nominal cost or obtain copies from friends and colleagues. If recipients like and use the software, they register and pay a fee. Otherwise, they destroy it or pass it on.

Because of their reduced overheads, shareware authors can make their software available at costs which are often very much lower than those for equivalent products produced elsewhere. But, to be successful, shareware distribution relies on the honesty of users.

### **You have an unlicensed evaluation copy.**

If you like this product, please register it. An order form is offered when you start or close the application, or you can call it up from the menu item 'Help | Register', or use the one in ORDERFRM.TXT which should have been supplied with the application files. You will get the latest version with many extra facilities.

## Registration and order form

### To register by post

The registration form is produced when you select 'Register' from the licensing box or 'Help | Register' from the menu.

You may use this form to enter all your order information. Reconcile will produce a copy for you on your printer, ready for despatch.

Please select or fill in all the details, including the number of copies required and the method of payment. If you select payment by a credit card or Eurocheque, you must also provide full card details and sign the printed copy of the order form.

The printed order form will contain the address in the USA or UK to which to send the form and your payment. These addresses are:

- USA:  
Shareable Software International, Inc  
PO Box 59102  
Schaumburg  
IL 60159.
- UK:  
The Thompson Partnership  
Church Croft  
Bramshall  
UTTOXETER  
Staffs.  
ST14 5DE.

If you prefer, you can print and complete the order form contained in the on-line file ORDERFRM.TXT.

### How to register by telephone, fax, CompuServe or Internet

If you are paying by credit card, you may instead register by telephone, fax (using the order form if possible), CompuServe or Internet to the following numbers:

- USA:  
*(Cards accepted: Mastercard, Visa)*  
Tel: 800 622 2793  
Fax: (708) 397 0381  
CompuServe: 76226,2652 (Bill Dickson)  
Internet: 76226.2652@compuserve.com.
- UK:  
*(Cards Accepted: American Express, Diners Club, Mastercard, Visa)*  
Tel: 0889 564601 (+44 889 564601 from outside the UK)  
Fax: 0889 563219 (+44 889 653219)  
CompuServe: 70007,5560 (Nick Thompson)  
Internet: 70007.5560@compuserve.com.

### What you get by registering

When you register, you will receive

- The most up-to-date version of Reconcile.
- The registered version. This has additional facilities, including:
  - a) comprehensive optional automatic logging of reconciliations;
  - b) optional updates of sub-directories;
  - c) automatic optional creation of sub-directories on target disks if not present;
  - d) automatic background operation;
  - e) preview mode.

- A free copy of the original DOS command-line version of Reconcile.
- A free introductory pack to Compuserve. (UK only).
- Free technical support by telephone and on-line to Compuserve.
- News of updates and new products.

## **Copyright and disclaimer**

Reconcile has been written by and is copyright © 1993 by Michael Quinion of Michael Quinion Associates. All rights reserved.

The right of Michael Quinion to be identified as the author of this work has been asserted in accordance with Sections 77 and 78 of the Copyright Designs and Patents Act 1988.

Whilst every care has been taken in the compilation of this application, neither the author nor the publishers shall be held responsible for any error, omission or consequential loss.

## The main display

### The directory bar

This is the split bar across the top of the display, just below the menu. It displays the pathnames of the two directories currently selected to be Reconciled. On starting Reconcile without a script file, both entries will show the directory from which Reconcile was loaded. You change the Reconcile Directories by selecting 'Setup | Directories' from the menu. See [Setting Reconcile directories](#).

### The status bar

This is the bar across the bottom of the display. It displays details of the numbers of files looked at, copied, or excluded.



Total number of different files in the two Reconcile directories.



How many files were up-to-date and needed no action.



The number of files which were copied or updated, in either direction.



The count of files which were excluded from action for any reason.

### The central files display

Reconcile uses the area between the directory and status bars to display the details of the files it has found in the two directories and the actions it has carried out. It shows the action taken in each case by an icon and in words. You can get further details of any file and the action Reconcile has taken:

- *With the mouse:* use the scrollbar to make the file details visible and then double-click anywhere in the line. An information box will appear.
- *With the keyboard:* use the cursor movement keys to move the highlight (a dotted box outline) to the file you want and then press <Enter>.

## Three ways to Reconcile files

### 1. Specify rules directly

- Start Reconcile.
- Specify your directories to Reconcile using the menu option 'Setup | Directories'.  
See [Setting Reconcile directories](#).
- If you wish, specify include and exclude masks using 'Setup | Masks'.  
See [Setting file masks](#).
- Similarly, set Reconcile options with 'Setup | Options'.  
See [Setting Reconcile options](#).
- Once you are happy with your specifications, select 'Reconcile' from the menu.

### 2. Use a script file

You can record your current selections in a [script](#) file and recall them for reuse.

- Once you have made your selections (see the previous selection), save the script file by selecting 'Script | Save' from the menu.
- Reload the file later by selecting 'Script | Open'.  
See [Opening script files](#)
- If you prefer not to change your current settings, you can [record](#) a new script file.

### 3. Use the command-line

Once you have recorded a script file, you may have Reconcile run it automatically when you start it from Program Manager by including the script file name on the command line.

- Create and save a script file as described above.
- Select the Reconcile icon in Program Manager.
- Select 'File | Properties' from the Program Manager menu.
- In the command line box, include the full name of the script file (i.e. including the terminating '.RCW') after the name of the application and separated from it by a space, like this:  
WINCREC.EXE TEST.RCW



# Script files

## What script files are

A script file is a way to record your specifications for a Reconcile operation in a file, so that you can re-load and reuse them.

## To create a script file

There are two ways. Either:

- Specify the various options from the Setup menu and then save the script file, *or*
- Use the 'Script | Record' menu option to record and save a script without affecting your current settings.

## To run a previously-saved script file

Either:

- Load the script using 'Script | Open' and then select 'Reconcile' from the menu, *or*  
See [Opening script files](#)
- Specify the script file name on the command line. It will load and run automatically when you next start Reconcile.  
See [Three ways to Reconcile files](#)

## Typical contents

Script files are text files, created in the same way as standard Windows INI files. In the current version, a script file has the following elements, which are directly related to the specifications you input from the Reconcile menu. Where a number follows the equals sign, the convention is that 1 means YES and 0 means NO.

```
[WinRec]
Version=1.01
ConfirmCopies=1
ConfirmOverWrites=0
OverWriteROs=0
UpdateDir1=1
UpdateDir2=1
RecDir1=c:\data\letters
RecDir2=a:\corres
IncludeMasks=*. *
ExcludeMasks=*.BAK,*.OLD,*.TMP
```

Though it is possible to write or edit a script file in a text editor, we recommend you do not do so, as the risk of error is much increased and you by-pass Reconcile's own checks for valid input.

## Opening a script file

### To open a script file

- Select the directory from which you want to load the file in the right-hand box.
- Select the filename in the left-hand box.
- Alternatively, type the full pathname in the edit box.

### To accept your selections and close the box

- Click on the <OK> button with the mouse *or*
- Type <Alt + O> *or*
- Type <Tab> or <Shift + Tab> until the 'OK' button is selected and type <Enter>.

You will not be able to do this unless you have given an unambiguous name for the file (i.e. one without a '\*' or '?' in it).

### To cancel

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

You may do this at any time.

### Other information

If you select a filename to open which is not a Reconcile script file, a message to this effect will appear and you will be returned to this selection box to choose another files.

If the script file was created with a different version of the program to the one you are using, you will be asked whether you want to continue.

If the script file is opened successfully, its name will appear on the main window caption bar and Reconcile will update the display and all options. It will not run the script file you must select 'Reconcile' on the menu to do this.

## Saving a script file

To save a script file, follow these steps:

- Select the directory in which you want to save the file in the right-hand box.
- Select the filename in the left-hand box.
- Alternatively, type the full pathname in the edit box.

### To accept your selections and close the box

- Click on the <OK> button with the mouse *or*
- Type <Alt + O> *or*
- Type <Tab> or <Shift + Tab> until the 'OK' button is selected and type <Enter>.

You will not be able to do this unless you have given an unambiguous name for the file (i.e. one without a '\*' or '?' in it).

### To cancel

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

You may do this at any time.

### Other information

If you select an existing file name for the script file, you will be asked whether you want to overwrite the file. If you answer 'No' to this, you will be returned to this selection box to choose another name.

If the script file is saved successfully, its name will appear on the main window caption bar.

We suggest you retain the recommended file extension of '\*.RCW', as this makes the files easy to distinguish from others in the same directory.

## Recording a script file

### To record a script file

- Select 'Script | Record' from the menu.
- A dialog box will be presented with a series of buttons. We suggest you work through these in turn.

Alongside each button is a symbol:

- ✕ Information about this item must be provided.
- ? Information about this item is optional.
- ✓ This item has been completed.

As you select and specify each option the cross or question mark symbols will change to ticks. When all the crosses have turned to ticks, the recording process is complete.

Recording a script file in this way will **not** affect your current settings.

### See also

[Setting directories](#)

[Setting file masks](#)

[Setting options](#)

### To accept your selections and close the box

- Click on the <OK> button with the mouse *or*
- Type <Alt + O> *or*
- Type <Tab> or <Shift + Tab> until the 'OK' button is selected and type <Enter>.

You will not be able to do this unless you have completed your selections and saved the file (all crosses have changed to ticks).

### To cancel Record

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

You may do this at any time during the Record operation.

### Note

If you choose not to set any of the options marked with '?', the values of these options will be set to defaults. See [Setting options](#) for a list of default values.

## Setting Reconcile directories

### To set a directory

- Select 'Setup | Directory 1' or 'Setup | Directory 2' from the menu *or*
- Double-click with the left mouse button on the appropriate box on the directory bar immediately below the menu.

A dialog box will be displayed containing, from the top downwards:

- An entry box.
- A box containing directory options.
- A box containing drive options.

When you first start Reconcile, the topmost box will contain the directory from which Reconcile was loaded. The directory box in the centre shows the options for the next level up and down. The bottom box gives the available drives on your system.

### To change the selected directory

You may either

- Type in the full pathname of a directory in the topmost box, *or*
- Use the other two boxes to navigate about the drive and directory structure of your system.

No checking is carried out on directories entered in the topmost box. This allows you to specify a drive or directory not available at the time, for example on a floppy disk which is not currently in the drive.

### To confirm your selection and close the box

- Click on the 'OK' button with the mouse *or*
- Type <Alt + O>

### To cancel the selection

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

## Specifying file masks

### To specify file masks

Select 'Setup | Include masks' or 'Setup | Exclude masks' from the menu.

A dialog box will be displayed.

### To add a mask

Select the 'Enter mask' box by

- Clicking in the box with the mouse *or*
- Typing <Alt + M> *or*
- Typing <Tab> or <Shift + Tab> until the highlight enters the box.

Type your mask into the box. You may include any valid MS-DOS filename, including ambiguous filenames, with the wildcard '\*' and '?' characters.

### To accept your choice:

- Type <Alt + A> *or*
- Click on the 'Add' button with the mouse.

Your new file mask will be added to the list in the 'Current masks' box below.

If your mask contains a character which MS-DOS does not allow, or is wrongly formatted, you will be warned of this and returned to the 'Enter mask' box to amend your entry.

If your mask duplicates one already present in the list, the entry will be ignored.

Note there is a limit of 20 include and 20 exclude masks.

### To delete a mask

Select the mask you wish to delete in the 'All masks' box:

- Click on the mask in the box with the mouse. Use the scrollbar if appropriate to reveal the mask you want *or*
- Type <Alt + L> or <Tab> or <Shift + Tab> until the highlight enters the box. Use the cursor keys to move the highlight to the mask you want.

To delete the mask:

- Click on the 'Delete' box with the mouse *or*
- Type <Alt + D>.

### To delete all masks

- Click on the 'Del all' box with the mouse *or*
- Type <Alt + L>.

### To confirm your selection and close the box

- Click on the 'OK' button with the mouse *or*
- Type <Alt + O> *or*
- Type <Enter>

If you have entered a file mask in the 'Enter mask' box, but have not selected 'Add', this string will be added to the list, if it is legal to do so.

### To cancel the selection

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

### Default masks

You need not specify any exclude masks but you must specify at least one include mask. If you delete all the entries in the 'Include' current list, Reconcile will add back the file mask '\*.\*', meaning all files, when you exit the selection box.

# Setting options

## To specify Reconcile options

Select 'Setup | Options' from the menu.

A dialog box will be displayed.

## To enable or disable options

- Click on the check box with the mouse *or*
- Type the underlined letter in the text alongside *or*
- Type <Tab> or <Shift + Tab> until the highlight is on the option you want to change. Press the spacebar to toggle the option.

## What the options mean

- *Confirm all copies*  
When checked, Reconcile will ask you to confirm before it copies a file from one directory to the other.
- *Confirm all updates*  
When checked, Reconcile will ask you to confirm before it updates a file in one directory by overwriting it with a more recent version in the other.
- *Overwrite read-only files*  
When checked, Reconcile will apply the same rules to files which Windows or MS-DOS has flagged as read-only as it does to other files. If not checked, Reconcile will exclude all read-only files from updates.
- *Update directory one*
- *Update directory two*  
When checked, Reconcile will copy or update files into the directory concerned. It is thus possible to update in one directory only. If you check neither box, Reconcile will do nothing!

## To confirm your selection and close the box

- Click on the 'OK' button with the mouse *or*
- Type <Alt + O> *or*
- Type <Enter>

## To cancel the selection

- Click on the <Cancel> button with the mouse *or*
- Type <Alt + C> *or*
- Type <Tab> or <Shift + Tab> until the 'Cancel' button is selected and type <Enter>.

## Default values

The default values for each of the options is:

Confirm all copies	NO
Confirm all updates	NO
Overwrite read-only files	NO
Update directory one	YES
Update directory two	YES



## Warning and error messages

The following messages may appear (the list is in alphabetical order). Select the relevant message to get more information.

Access denied to file <filename> in directory <directory>.

Cannot find drive <drive>.

Cannot write to directory <directory>. The disk is full.

Do you want to save the existing setup?

Internal memory allocation error.

Invalid character in filename <filename>.

No disk in drive <drive>. Insert disk and try again.

Not enough memory to run Reconcile.

Only eight characters are permitted in the first part of a filename.

Sharing violation on drive <drive>. The file <filename> is in use by another application.

The disk in drive <drive> is write protected. Change the write-protect tab and try again.

The file <filename> is not a valid script file.

The filename <filename> is too long.

The first part of the filename <filename> is too long.

The script file <filename> already exists: overwrite?

The script file <filename> does not exist.

The script file <filename> was created with an earlier version of Reconcile. Some options may be set to defaults.

Continue?

The script file <filename> was created with a more recent version of Reconcile. Some options may not be recognised. Continue?

The second part of the filename <filename> is too long.

There is not enough disk space on drive <drive> to reconcile all the files. Continue anyway?

Too many <include or exclude> masks specified in script file <pathname>.

Too many command line parameters.

Too many files open. Reconcile cannot continue.

Too many full stop separators in filename <filename>.

Unable to create directory on drive <drive>.

You have already specified as many <include or exclude> masks as is allowable.

## Message

**Access denied to file <filename> in directory <directory>.**

Reconcile is unable to open or modify the file concerned. This message should not normally appear, as situations which would cause it are tested by the preview section.

## Message

**Cannot find drive <drive>.**

You have specified a drive name in a directory, either directly or in a script file, which does not exist. Determine why the wrong drive name was selected and update it to the correct one.

## Message

**Cannot write to directory <directory>. The disk is full.**

Reconcile tests the spare disk space in the destination directory before attempting a copy or update. In abnormal circumstances, however, this message may appear. Use File Manager to delete files and try again.

## Message

### **Do you want to save the existing setup?**

You will receive this message on leaving Reconcile or choosing 'Script | New' from the menu if you have changed any options. If you select 'Yes', Reconcile will save the setup in the current script file if there is one, or will ask you for a name to save it under. If you select 'Cancel', you will be returned to Reconcile.

## Message

### **Internal memory allocation error.**

This message will only occur if there is a problem within Reconcile that prevents it from dealing with memory correctly. If problems persist, please report the circumstances to the distributor from which you obtained Reconcile.

## Message

**Invalid character in filename <filename>.**

A number of characters are not permitted in filenames: these are the space, double quotes and full stop characters, plus <=>![/[],:;\+{ and }. Please change the character.

## Message

**No disk in drive <drive>. Insert disk and try again.**

You have attempted to preview or reconcile a directory on a drive with no disk in it. Insert a disk, select 'Retry' and try again. If you select 'Cancel' the current operation will be aborted.



## Message

### **Not enough memory to run Reconcile.**

You may get this message when attempting to start Reconcile. If so, close any other applications currently running and try again.

You may also see this message during a preview or reconcile, because Reconcile requires extra memory to store information about files and sub-directories. If you are reconciling files, no update will have taken place by the time this message appears. Again, close other applications currently running and try again.

As an indication of the amount of memory needed, Reconcile allocates 80 bytes for each sub-directory it inspects and 64 bytes for each file it finds (one such allocation serves for both sub-directories or both files in a pair).

For example, a reconciliation operation involving 40 sub-directories and 500 files will require about 35 kB of system memory, beyond that actually occupied by the Reconcile program. A large hard disk, with 300 sub-directories and 5000 files, would need about 340 kB.

## **Message**

**Only eight characters are permitted in the first part of a filename.**

You have attempted to specify a filename or file mask with more than eight characters before the full stop. Please amend the filename.

## Message

**Sharing violation on drive <drive>. The file <filename> is in use by another application.**

Many Windows applications do not permit other users to share files; others give users the option. Reconcile has detected that another application is currently using the file concerned and will not attempt to update it.

## Message

**The disk in drive <drive> is write protected. Change the write-protect tab and try again.**

You have most probably attempted to update a floppy disk which has its write-protect tab enabled. If you want to update the disk, change its write-protect status and select 'Retry', otherwise select 'Cancel'.

It may just be possible that the current directory is marked read-only, though it is very rare this happens. If you suspect this, inspect the directory's attributes by starting File Manager, selecting the directory concerned and choosing 'File | Properties' from the menu.

## Message

**The file <filename> is not a valid script file.**

You have attempted to load a script file which is formatted incorrectly. The file may not be a script file, or it may be damaged. If you think the file is a genuine script file, you can check it using a text editor such as Notepad against the file format given in Chapter 7. If it is faulty, you will have to re-create it.

## Message

**The filename <filename> is too long.**

You have specified a file name which has more than the maximum permitted 12 characters. Please amend your choice.

## Message

**The first part of the filename <filename> is too long.**

You have specified a file name whose first component, before the full stop, is more than eight characters. Please amend your choice.

## Message

**The script file <filename> already exists: overwrite?**

You have selected 'Script | Save' or 'Script | Save As' from the menu and specified a script file which already exists. If you do not want to overwrite its contents, select 'No' and choose another name.



## **Message**

**The script file <filename> does not exist.**

You have tried to load a script file which does not exist. Change your selection and try again.

## Message

**The script file <filename> was created with an earlier version of Reconcile. Some options may be set to defaults. Continue?**

More recent versions of Reconcile including registered versions of shareware copies have more options than older ones. Earlier script files will not contain values for these options and they will be set to defaults.

If you are unsure, select 'No'. Check the settings and, if necessary, re-save the script file. By doing so, it will be set to the current version, so you will not receive this message again.

## Message

**The script file <filename> was created with a more recent version of Reconcile. Some options may not be recognised. Continue?**

Because more recent versions have more options, older versions of Reconcile will not recognise some of the settings in the script file.

If you are unsure, select 'No'. Check the settings within Reconcile to see if any are set to inappropriate values. Once loaded, saving the file will set it for the current version, so you will not receive this message again. However, unrecognised settings will remain in the file.

## **Message**

**The second part of the filename <filename> is too long.**

DOS only permits three characters in a filename after the full stop. You should amend the entry.

## Message

**There is not enough disk space on drive <drive> to reconcile all the files. Continue anyway?**

You will receive this message during full reconciliation if there is too little space. If you select 'Yes', as many files as possible will be updated. The list of files displayed at the end of the preview stage will show which files have not been copied or updated. If you select 'No' the reconcile will be cancelled, but the list of files will still be displayed. To make more space, you can use File Manager to delete unwanted files.

## Message

**Too many <include or exclude> masks specified in script file <pathname>.**

The script file has become corrupted or has been edited outside Reconcile so that the list of include or exclude masks is longer than the maximum permitted (currently twenty of each). Masks beyond the limit will be lost. Either re-save the script file, or check it with a text editor to see which masks have been lost.

## Message

### **Too many command line parameters.**

In command-line mode, Reconcile permits only one script file to be specified. You have attempted to provide other parameters. Delete the unwanted parameters using Program Manager's 'File | Properties' menu option.

## Message

### **Too many files open. Reconcile cannot continue.**

There is a limit on the number of files which can open at any time, set by Windows and DOS. Some other application has opened as many as permissible. If this appears, either close other applications which may have files open, or increase the number in the 'files=' statement in your CONFIG.SYS setup file. ( See your DOS documentation for details.)



## **Message**

**Too many full stop separators in filename <filename>.**

You have included more than one full stop in the filename. You should correct your entry.

## Message

### Unable to access drive <drive>.

For some reason, Reconcile has been unable to read to or write from the drive specified. There are several reasons why this might be so, possibly because the drive or the disk in it is faulty in some way, or you have specified a drive which does not exist.

## Message

**Unable to create directory on drive <drive>.**

Reconcile has been unable to create a new sub-directory on the destination drive specified. This may be because the disk in the drive is read-only, or there is a fault on the drive.

## Message

**You have already specified as many <include or exclude> masks as is allowable. (There is a limit of 20.)**

You will receive this message in the 'Setup | Include masks' or 'Setup | Exclude masks' selection box if you try to specify more than the current maximum of 20 file masks.