

HEWLETT-PACKARD



Using the Personal Application Manager

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Using the Personal Application Manager



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Using PAM Index

Read This First

After the Glossary, this manual is organized in two sections:

- **Tutorial** - Chapters 1 and 2 contain step-by-step exercises to teach you how to use **PAM** and **File Manager**.
- **Reference** - Chapter 3 contains reference information on all the procedures of **PAM** and **File Manager**.

We recommend you go through the Tutorials to become familiar with using **PAM** and **File Manager**, and use the Reference chapter when you need to look something up.

Glossary

This Glossary defines terms as they are used in the discussions of your computer system, PAM, and essential MS-DOS commands covered in this manual.

Active drive

The disc drive on which the computer looks for files. Sometimes called the current drive or default drive.

Add

A PAM function which places an application label on the PAM Main Menu so that it can be run from PAM.

Alphanumeric Keys

The keys on the keyboard that produce either letters or numbers when pressed.

Application

A computer program that performs a specific task or set of tasks such as word processing, for example, WordStar. Applications can be "added" to PAM so that they can be started (or executed) from the PAM Main Menu.

Application label

The label on the PAM Main Menu with the name of an application. You can select an application to run by moving the pointer to the label so that it becomes highlighted.

AUTOEXEC.BAT File

An MS-DOS Batch file created by the user that is automatically executed when the operating system is first started, or restarted. This file contains MS-DOS commands that the user wants executed every time the system is started.

Auto Start

A function of PAM that starts an application immediately when you turn on your computer. You do not see PAM or the MS-DOS command prompt before the application begins.

Boot

To start the operating system by copying the operating system files from a disc into the your computer's internal memory.

Cable

A connector between computers and peripheral or external devices. External discs are connected to your computer using a cable.

Command

A request to have a task performed.

COMMAND.COM

The MS-DOS file that contains the MS-DOS internal commands and that processes both internal and external commands. Also called the Command Processor.

Command Line

On the PAM screen, this refers to the third line on the PAM Main Menu. It also refers to what is typed after the MS-DOS prompt. The MS-DOS command prompt, a disc drive designator followed by a "greater-than" symbol (C> for example) appears on this line.

CONFIG.SYS File

An operating system file that contains instructions that the computer reads and executes each time the operating system is started. On your computer, this file is used to start PAM, the Hewlett-Packard user interface program.

COPY

A function of File Manager that creates a copy of an existing file.

COPY CON

A form of the COPY command that lets you create and save a file by "copying" it from the "console" device. You can use this command to create an AUTOEXEC.BAT file, or to create a new CONFIG.SYS file.

Command Processor

Another name for COMMAND.COM.

Current Directory

The directory which MS-DOS accesses for commands and files, unless you specify otherwise.

Cursor

The block, line or arrow on the screen -- usually blinking -- that indicates where the next character you type will be located.

Cursor Key

A key, indicated by an arrow on the key cap, that moves the cursor or pointer on the screen up, down, left, or right.

Delete

The File Manager function that removes a file or directory from a disc.

DIR

The MS-DOS command that displays a list of all the files in the current directory.

Directory

A group of files on a disc.

Disc drive

A device that records information on or retrieves information from a disc.

Drive Designator

The letter name given to a disc drive. The designator can be any letter from A: through Z:. However, certain disc drive designators, usually A: through J:, are recommended.

Executable Files

Files with extensions of .EXE, .COM, and .BAT that can be executed from PAM or the MS-DOS command prompt.

Executable Files Menu

The PAM menu that displays all the files that can be run from PAM. They have extensions of .EXE, .COM, or BAT.

Extension

The second part of the name of an MS-DOS file. The extension may contain no more than three characters and must be separated from the filename by a period.

FDISK

A program that prepares a hard disc so that more than one operating system can reside on it.

File

A collection of related information that is stored on a disc. Files typically have a name or number by which the information can be referenced and accessed.

File Specification

The complete information describing the location of a file. This includes the drive, path (subdirectories), and filename.

Filename

The first part of the name of an MS-DOS file. May contain no more than eight characters.

File Manager

An application that helps you manage your files and directories. You can add, delete, copy, and rename files; create directories and subdirectories, and change directories.

Flexible Disc

A disc that can be removed from a disc drive. Your computer uses 5.25-inch, or 3.5-inch flexible discs. Also known as a floppy disc or diskette.

Format

The process of preparing a disc for use. A disc must be formatted before data can be recorded on it.

FORMAT

The MS-DOS utility that formats discs.

Function Key

A key on the keyboard that, when pressed, performs the task that it was programmed to perform. Function keys labeled **F1** ... **F8** perform the tasks described in the function labels on the bottom of the screen. All function keys, including **F9** and **F10** are used by applications as well.

Function Label

A label, displayed at the bottom of the screen in PAM, and File Manager that defines the use of the corresponding function keys on the keyboard.

Hard Disc

A high capacity non-removable disc that is built into its own disc drive. Also known as a fixed disc or "Winchester".

Hardware

The physical components of your computer.

Help display

A feature of PAM and File Manager **F7** that displays information about the menu on the screen.

Internal Disc Drive

A disc drive that is installed inside the computer.

Kb or Kbyte

A kilobyte, 1,024 bytes.

Load

To copy information from a location, usually a disc, into the computer's memory.

Main Menu

The PAM menu that contains the names of the applications that have been Added to PAM. An Added application can be run directly from PAM when its programs are on the disc in the appropriate drive.

Manage Applications Menu

The PAM menu that allows the user to select from five application management functions: Add, Delete, Modify, Reorder, and Auto Start.

Master disc

A disc, provided by Hewlett-Packard or another company, that contains one or more programs. These discs should not be used except to make work copies of them.

Mb or Mbyte

A megabyte, 1,048,576 bytes.

Menu

A list of choices displayed on the screen from which you can make a selection.

MS-DOS (Microsoft Disc Operating System)

The programs that control your computer. MS-DOS is your computer's operating system.

MS-DOS Prompt

A capital letter followed by a greater than sign (>), such as A>. The command prompt indicates the active drive and appears line 3 of the PAM display, the line on which users can type MS-DOS commands.

Numeric Keypad

The keypad on the keyboard that allows the user to enter numbers as if from a calculator.

Operating System

The computer programs that control your computer's operations. Your computer uses the MS-DOS operating system.

PAM (Personal Application Manager)

The Hewlett-Packard user interface program that makes it easier to use your computer.

Path

Specifies the drive and subdirectories through which MS-DOS must travel to reach a file.

Parameters

Instructions that can be added before starting an executable file or application.

Parent Directory

Any directory that has one or more subdirectories.

Pointer

In PAM, a vertical arrow that points down to an application label or a function label. Can be moved by pressing **Tab** or one of the cursor keys on the keyboard.

Program

A set of instructions that define a task to be performed by your computer to solve a problem or achieve a desired result.

RAM (Random Access Memory)

Acronym for Random Access Memory. A RAM chip contains information that is temporarily stored in the computer. Unlike ROM, information held in RAM disappears when the computer is turned off. If you have sufficient RAM in your system, you can create a "virtual disc" to make working with your applications faster.

Rename

The function of File Manager that gives an existing file a new name.

Reset

A process that restarts the computer without turning the power off, then back on. To reset the system, press and hold down the **CTRL** key and press **Alt** and **DEL** simultaneously. at the same time.

Root directory

The highest level directory. This directory is created when you format a disc. It is designated by a \.

Software

A collective term that refers to applications and other computer programs.

Source Disc

The disc from which a file is copied.

Subdirectory

A directory within another directory.

Syntax

The precise way a command must be typed so that it can be recognized and executed by the Command Processor.

System

All your your computer's hardware and software together.

Target Disc

The disc onto which a file is copied.

TYPE

The MS-DOS command that displays the contents of a file on the screen.

Utility

An MS-DOS program that performs a service for the user. These programs are activated by typing an external command (usually the program's filename) to MS-DOS.

Wildcard

A special character, used in a file name, to refer to a group of files. MS-DOS wild cards are the ?, to represent one character, and the *, to represent many characters.

Work Disc

A copy of a master disc that the user makes for everyday work.

Write Protect Notch

A notch on the side of a flexible disc that, when covered, prevents the disc from being written on.

Write Protect Tab

A tab on the back of a 3.5" flexible disc that allows you to safeguard against the information on the disc being written-over. When the tab is in the down position, the disc is write-protected.



1

PAM Tutorial

PAM (Personal Application Manager) is a special program that allows you to run your applications without having to remember a lot of commands. In this tutorial, you will do the following things to become familiar with some of PAM's functions:

- Look at some of PAM's major features
- Learn about PAM's **Help** screens
- Start an application from PAM
- Add application information to PAM
- Modify and reorder application information
- Set an application to autostart
- Delete application information from PAM

Note



You cannot use PAM create or edit files. To do this, use an application.

Start Your Computer

1. Put your MS-DOS work disc in drive A:. Or, if you have a hard disc, make sure drive A: is empty.
2. If your computer is off, turn it on. If your computer is already on, while holding down **CTRL**, press **ALT** and **DEL** at the same time. After a short time, the PAM Main Menu appears. It will look similar to the following figure.

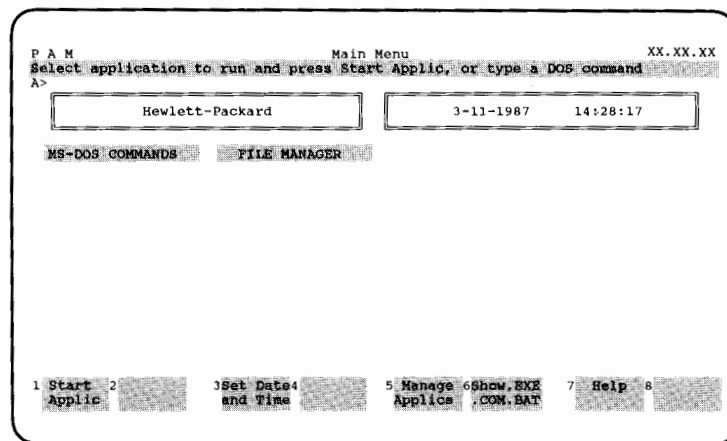


Figure 1-1. The PAM Main Menu

PAM's Major Features

Look for the following features of the PAM Main Menu, listed in Figure 1-1, on your screen:

- The **screen title** listed at the top of the screen. It says PAM Main Menu now - you can always tell what screen you're in by looking at the screen title.
- An **MS-DOS prompt**, (A> or C> when you start your computer) where you can type MS-DOS commands. (MS-DOS commands are operating system commands that enable you to copy, delete, create, print and manipulate your files and directories). After the command you type has been executed, you return to PAM.
- The **Application labels** that allow you to select and start application programs directly from PAM.
- The **Function labels** that contain the names of the tasks that are assigned to the function keys (F1) to (F8) on your keyboard. For example, the **Help** label at the bottom of the PAM Main Menu corresponds to the (F7) key on your keyboard. You would press (F7) to see the PAM Main Menu **Help** screen.

PAM's Help Screens

PAM's **Help** screens give information about how to use the screen that is currently displayed. Practice using **Help** by doing the following:

1. Press function key (F7). The **Help** screen that appears explains what is on the PAM Main Menu. If you press the **Help** key when another screen is displayed, the help information will explain that screen.
2. Press **Continue** ((F8)) to return to the PAM Main Menu.

Start an Application from PAM

Practice starting an application from PAM by following these steps:

1. At the PAM Main Menu, use the cursor keys to move the pointer to highlight the **MS-DOS Commands** application.
2. Press **Start Applic (F1)**, or press **Enter**. Either action will start an application from the PAM Main Menu.

The MS-DOS Commands application screen appears.

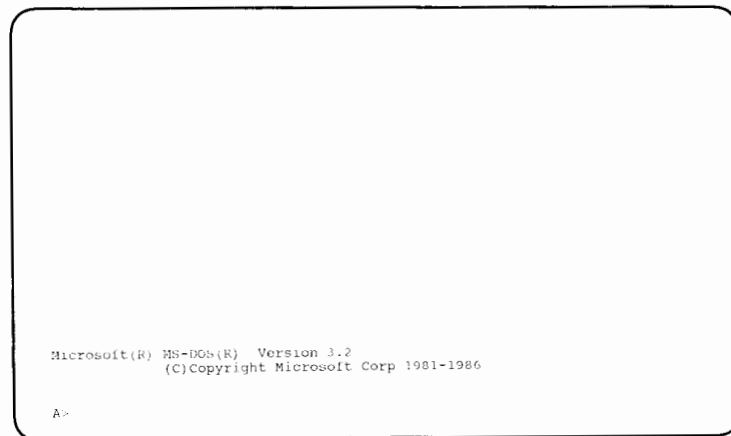


Figure 1-2. MS-DOS Commands Application Screen

3. To get back to PAM from MS-DOS Commands, type:

EXIT

and press **Enter**.

Note



In this manual, things that you type are shown in uppercase (i.e. EXIT). Uppercase characters are used for clarity, you may also use lowercase (i.e. exit).

Resetting Your Computer

If you get lost and do not know how to get back to PAM, you can **reset** your computer. Resetting your computer is like turning it on and off again. Practice this; while holding down **CTRL**, press the **Alt** and **DEL** at the same time. Then release all three keys. Your computer restarts and the PAM Main Menu is displayed.

Caution



Only reset your computer as a last resort. If you create information in an application and reset your computer before saving it, the information will be destroyed.

Add Application Labels to PAM

When you add an application label to PAM, you do two things:

- Provide information to PAM that allows you to start the application from the PAM Main Menu.
- Add the application's name to the PAM Main Menu.

You can add a "listed" application label from the names provided by PAM, or you can add an "unlisted" application label if the application label you want to add does not appear on the list provided by PAM.

Note



Add does NOT install the application. To install an application, read the instructions that came with the application, or use the MS-DOS COPY command described in *Volume II* of this binder set.

Add a Listed Application Label

Practice adding a listed application label to PAM by following the steps below.

1. From the PAM Main Menu, press **Manage Applics** (**F5**). The following screen appears.

```
P A M: Manage          Manage Applications          XX.XX.XX
Select a function by pressing the desired function key below.

-----
Add      Add application information to PAM

Delete   Delete application information from PAM

Modify   Modify application information.

Reorder  Reorder the list of applications on the PAM Main Menu.

Auto     Select an application to start automatically when you
Start    start your system.

Exit     Return to the PAM Menu
Manage

1  Add  2 Delete  3 Modify  4      5Reorder 6 Auto   7      8 Exit
                        Start      Manage
```

Figure 1-3. The Manage Applications Menu

2. The following message appears at the top of the screen:

Select a function by pressing the desired function key below.

Press **Add** (**F1**).

3. Use the cursor keys to move the pointer and highlight the label for the application **AdvanceWrite**.
4. Press **Add Applic** (**F1**).

5. You see a screen similar to this:

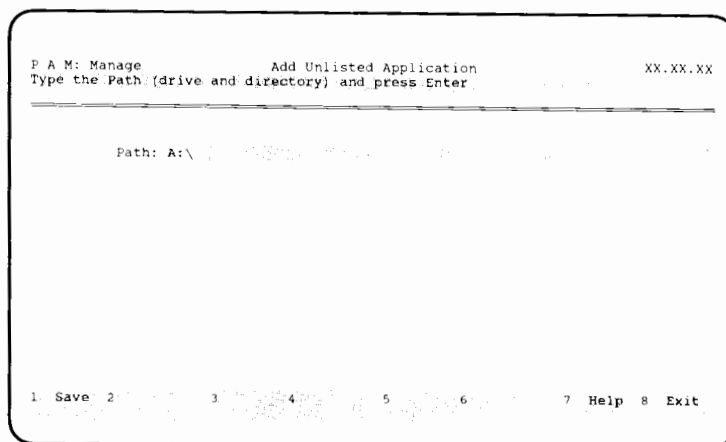


Figure 1-4. Example Add Application Screen

On the screen, you are prompted with the following message:

Type the path (drive and directory) of AdvanceWrite and press Save.

For this example, do not change anything. What you are being asked to type here is the drive (A:, B:, C:, etc.) and subdirectory (if your application files are in a subdirectory) where PAM can find the application.

More information on Paths and Subdirectories can be found in the Glossary, in the "File Manager Tutorial" chapter, or in *Volume II* of this binder set. Don't worry about what they are now, go to the next step.

6. Since we will not change anything here, press **Save**

(F1). The following message appears at the top of the screen:

Application Information has been saved.

7. Press **Exit** (F8). The word "added" appears above the **AdvanceWrite** label.
8. Press **Exit Add** (F8), to get back to the Manage Applications Menu.
9. Press **Exit Manage** (F8) to return to the PAM Main Menu. You can now see the **AdvanceWrite** label that you just added.

Add an Unlisted Application Label

Practice adding an unlisted application label by following the steps below.

1. From the PAM Main Menu, press **Manage Applics** (F5).
2. Press **Add** (F1).
3. Press **Add Unlisted** (F5).
4. The following screen appears:


```

P A M: Manage          Add Unlisted Application          XX.XX.XX
Type the Path (drive and directory) and press Enter, or Tab between fields

Path: 

Applic Title: 

Run Command: 

1 Save 2  3  4  5  6  7 Help 8 Exit

```

Figure 1-5. Add Unlisted Application Screen

The following message appears on the screen:

Type the Path (drive and directory) and
press Enter, or Tab between fields.

What you are being asked for here is the following
information about your application:

Path: The drive and subdirectory where PAM can
find your application files.

Application Title: The label that you will see at the
PAM Main Menu.

Run Command: The command that starts the
application.

Go to step 5.

5. We are going to make up some information to put

here. Let's say that you have a word processing application called Wordpro. Let's also say that all of the files for Wordpro are on a separate disc, in a subdirectory called WORDPRO. On the **Path** line on the screen, type:

A:\WORDPRO

and press .

This path specifies that the application files can be found on a disc in drive A:, in a subdirectory named WORDPRO.

6. At the **Applic Title** line, type:

WORDPRO

and press .

This title is what you will see on the PAM Main Menu. If you had an application named Wordpro, you could now start it from the PAM Main Menu by first inserting the disc with the files on it in drive A:, then starting the application as you've learned to do already.

7. At the **Run Command** line, type:

WP.COM

and press .

This is the command that you would normally have to type from the MS-DOS command line to start the application Wordpro.

8. Press **Save** (). The following message appears at the top of the screen:

Application Information has been saved.

9. Press **Exit** (**F8**). Then continue to press **F8** until you get back to the PAM Main Menu.

You see the label for the WORDPRO application on the PAM Main Menu.

Modifying Application Information

The Modify function allows you to change the information entered when you added an application label to the PAM Main menu. Practice modifying application information by following the steps below.

1. From the PAM Main Menu, press **Manage Applics** ((F5)).
2. Then press **Modify** ((F3)).

3. The following message appears at the top of the screen:

Select application and press Start Modify.

Use the cursor keys to move the pointer to highlight the **WORDPRO** application label.

4. Press **Start Modify** ((F1)).
5. In the **Path** line, type:

B:\WORDPRO

and press **Enter**.

This lets PAM know to look for the disc with the Wordpro application files on it in drive B:, instead of drive A:.

6. In the **Applic Title** line, type:

Word Pro

and press **Enter**.

This changes the label you see on the PAM Main Menu to read "Word Pro" instead of "WORDPRO."

7. Leave the information on the **Run Command** line as it is.
8. Press **Save** (**F1**).
9. Press **Exit** (**F8**). Then continue to press (**F8**) until you get to the PAM Main Menu. Note the change in the application label.

Reordering Application Labels on the PAM Main Menu

The Reorder function allows you to arrange the application names on the PAM Main Menu. Practice reordering application labels by following the steps below.

1. From the PAM Main Menu, press **Manage Applics** (**F5**).
2. Press **Reorder** (**F5**). The following screen appears

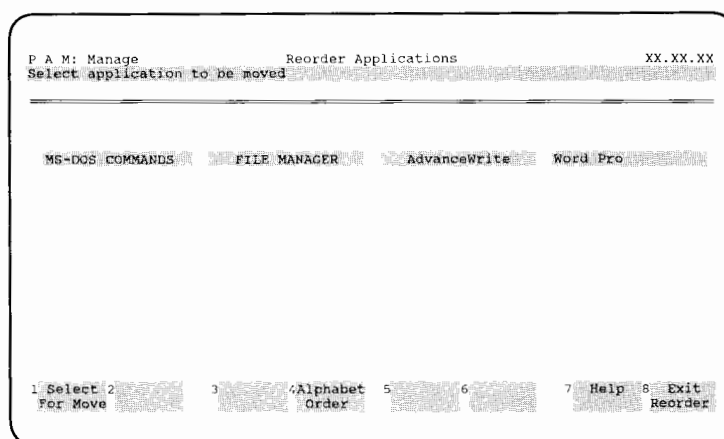


Figure 1-6. The Reorder Application Screen

3. The following message appears:

Select the application to be moved.

Use the cursor keys to move the pointer to highlight **Word Pro**. Press **Select for Move** (**F1**).

4. The following message appears on the screen:

Select the location where Word Pro will be inserted.

Use the cursor keys to move the pointer to highlight **AdvanceWrite**. Then press **Move It Here** (**F1**).

Notice that the position of the two application labels has been switched.

Note



The **Reorder** screen also has an **Alphabet Order** function. It may be used to reorder your application labels alphabetically. However, don't do that now.

5. Press **Exit Reorder** (**F8**). Then continue to press **F8** until you return to the PAM Main Menu.

Autostarting an Application

The Autostart function allows you to select one application to start automatically when you start your system or perform a hard reset. This is extremely useful if you use one application more often than the others.

1. From the PAM Main Menu. Press **Manage Applic** (**F5**).
2. Press **Autostart** (**F6**). The following screen appears.

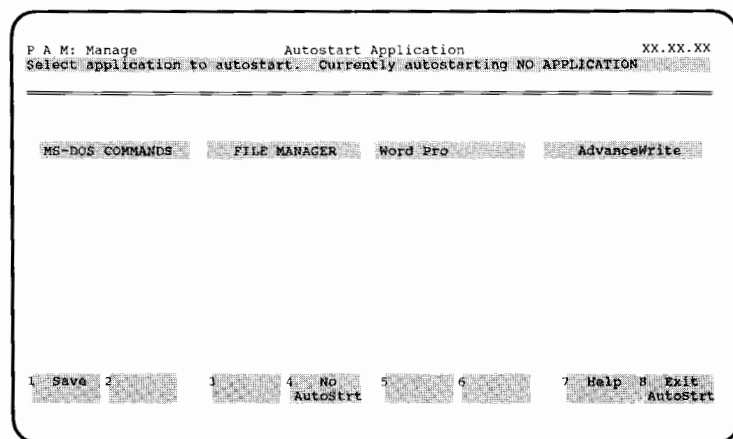


Figure 1-7. The Autostart Application Screen

3. The following message appears at the top of the screen:

Select application to autostart. Currently autostarting **NO APPLICATION**

Use the cursor keys to move the pointer to highlight the **MS-DOS COMMANDS** application label.

4. Press **Save (F1)** to select the application to start automatically.

Notice that **MS-DOS COMMANDS** is now shown at the top of the screen as "Currently autostarting."

5. Press **Exit AutoStrt (F8)**. Keep pressing **(F8)** until you get back to the PAM Main Menu.
6. Reset the computer to demonstrate how MS-DOS Commands will autostart. Hold the **(CTRL)** key down and press **(Alt)** and **(DEL)** at the same time.

When the computer restarts, you will see the first screen of the MS-DOS Commands application instead of the PAM Main Menu.

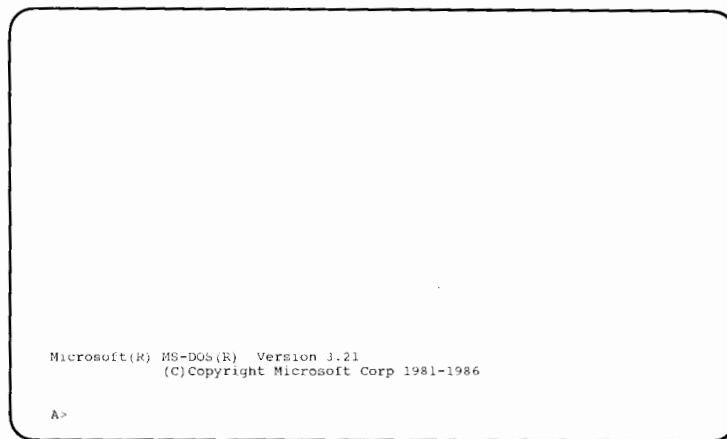


Figure 1-8. MS-DOS Commands Application Screen

7. Return to PAM by typing:

EXIT

and pressing **Enter**.

Note



To autostart an application, the disc with the application files **MUST** be in one of the drives.

To Remove Autostart

Perform the following steps to remove the autostart.

1. From the PAM Main Menu. Press **Manage Applics** (**F5**).
2. Press **Autostart** (**F6**).
The **Autostart Application** screen appears, showing MS-DOS COMMANDS as the application currently autostarting.
3. Press **No AutoStrt** (**F4**). At the top of the screen, you see a message that **NO APPLICATION** is currently autostarting.
4. Press **Exit AutoStrt** (**F8**). Keep pressing **F8** until you get back to the PAM Main Menu.
5. To make sure that autostart was removed, reset your computer as you learned earlier using the **CTRL** **Alt** and **DEL** keys.

When your computer restarts, the PAM Main Menu should appear. If the PAM Main Menu does not appear, repeat the above steps.

Delete Application Labels from PAM

The Delete function removes an application label from the PAM Main Menu. It WILL NOT delete files from your disc. Practice deleting the application labels you just created by following the steps below.

1. From the PAM Main Menu, press **Manage Applics** ((F5)).

2. Press **Delete** ((F2)).

3. The following message appears:

Select application to be deleted and press
Start Delete

Use the cursor keys to move the pointer to highlight
the **AdvanceWrite** label.

4. Press **Start Delete** ((F1)).

5. You are then asked:

Do you really want to delete
<AdvanceWrite>?

Press **Yes** ((F1)) to delete.

6. Use the cursor keys to highlight the **WORDPRO**
application label that you created earlier.

7. Press **Start Delete** ((F1)).

8. You are asked:

Do you really want to delete <WORDPRO>?

Press **Yes** (**F1**) to delete.

9. Press **Exit Delete** (**F8**). Then continue to press **F8** until you return to the PAM Main Menu.

You can see that both the **AdvanceWrite** and **WORDPRO** application labels are gone.

Try This:

If a **SETUP** Program disc came in your *Setting Up* manual (the manual that gives you instructions for setting up the computer hardware), add an application label for it to the PAM Main Menu. **SETUP** is a listed application.

Then go to the next section "Where to Go for More Information."

Where to Go for More Information

You have just learned to use some of the major features of PAM. Other features of PAM include:

- Setting the time and date.
- Showing and starting Executable files.

For more information on these, and the features that you have just learned about, go to the "PAM and File Manager Reference" chapter in this binder. Otherwise, proceed to the next chapter "File Manager Tutorial."



2

File Manager Tutorial

File Manager is an application that comes with PAM. File Manager helps you work with, and organize your files without having to remember a lot of commands.

In this tutorial, you will become familiar with File Manager by doing the following file management functions.

- Create an example file to work with in File Manager
- Look at some of File Manager's major features
- Learn what the **root directory** is
- Learn how to make subdirectories
- Copy a file into a subdirectory
- View the contents of the root directory and subdirectories
- Rename a file
- Delete a file
- Delete subdirectories

Create an Example File

To learn to use the basic File Manager functions, you need to create a sample **file** using the MS-DOS Commands application. A **file** is a collection of information stored on a disc - if you type a letter with a word processing application, it is saved on your disc as a file (MS-DOS Commands is NOT a word processing application).

Note



You cannot create or edit files with File Manager. If you want to add or change information **in** a file, you must use some other application.

Do the following:

1. Put your MS-DOS work disc in drive A:, or, if you have a hard disc, make sure drive A: is empty. (If you write-protected your disc, remove the write-protection for this tutorial.)
2. If your computer is off, turn it on. If your computer is on, while holding down **CTRL**, press **Alt** and **DEL** at the same time.
3. At the PAM Main Menu, press either **Start Applic** (**F1**), or **Enter** to start the **MS-DOS COMMANDS** application.
4. If you have a hard disc, skip to step 7 now. Otherwise, go to step 5.

5. When you set up your operating system, did you create two work discs: one labeled *MS-DOS work disc* and one labeled *Supplemental work disc*?

■ NO. Skip to step 7.

■ YES. Go to step 6.

6. Remove the MS-DOS work disc and insert the Supplemental work disc in drive A:. (If you write-protected your disc, remove the write-protection for this tutorial.) Go to step 7.

7. At the MS-DOS prompt type:

```
COPY CON TESTFILE
```

and press **Enter**.

8. The cursor goes to the bottom of the screen. Go ahead and type:

```
This is a testfile.
```

and press **Enter**.

9. At the beginning of the next line, hold down **CTRL**, and press **Z** once. Then press **Enter**.

The following message should appear on the bottom of the screen.

```
1 file(s) copied
```

You have just copied the file TESTFILE onto your disc.

10. Confirm that the file is on your disc. Type:

DIR

and press **Enter**. Look for TESTFILE as the filenames scroll by.

Note



If the filenames scrolled by too fast, try it again and this time hold down **CTRL** and press **S** once to stop. Then, hold down **CTRL** and press **Q** once to start scrolling again.

11. Next, type:

EXIT

then press **Enter**. You are returned to the PAM Main Menu. You are now ready to begin using File Manager. Go on to the next section "Starting File Manager."

Note



To learn more about the COPY and DIR commands, refer to the *User's Reference* in Volume II of this binder set.

Starting File Manager

1. From the PAM Main Menu, move the pointer to highlight **File Manager**.
2. To start File Manager, press either **Start Applic** (**F1**), or **Enter**.

After a few seconds, the File Manager **File Functions** screen appears:

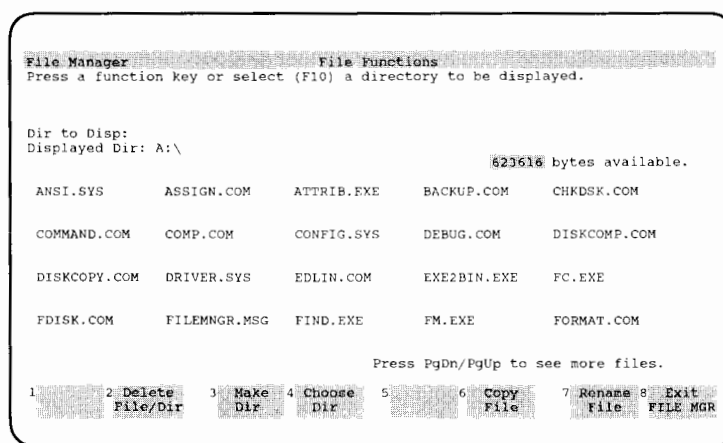


Figure 2-1. The File Functions Screen

Features of the File Functions Screen

Look for the following features (listed in Figure 2-1) of the **File Functions** screen:

- The **screen title** listed at the top middle of the screen. It should say "File Functions" - each file function (copy, delete, rename) has an associated screen and you can always tell what function you are about to do by looking at the screen title.
- The "Dir to Disp" line. This stands for **Directory to Display**. A **directory** is a place on your disc where files are stored. File Manager can display the contents of any directory on any disc (A:, B:, C:, etc.) as long as you tell File Manager where it is. This information is called the **path**. The path to the directory you want to display appears on this line after you've entered it.
- The "Displayed Dir" line. On this line you see the path of the directory being displayed at the moment. When you perform one of the File Manager functions, it is done to the displayed directory unless you specify a path and a different directory.
- The "bytes available" line. This tells you the amount of disc space available for new files.
- A list of files. Since you haven't yet created any subdirectories, all of these files are in your **root directory**. Your root directory is your primary directory. It was put on your disc when you formatted it. To view all of the files in your root directory, you can use [Page Down] and [Page Up] to see the next and previous screens.

If this displayed directory had any subdirectories

(directories within this directory), their names would be listed first - in high intensity type.

- **Function labels** along the bottom of the **File Functions** screen are for tasks File Manager can perform. To perform the function that you want, you would press the corresponding function key, **F1** through **F8**, on the keyboard.

Make a Subdirectory

You are now going to create a couple of **subdirectories** of your root directory. A **subdirectory** is a directory that is *within* another directory. After creating the subdirectories, we will put a file into one of those subdirectories. Do the following:

Note



In this tutorial, we are defining a **subdirectory** as any directory within the **root directory**, or within another subdirectory. You may also hear a subdirectory referred to simply as a directory, or a directory within a directory.

1. If you are not already there, go to the **File Functions** screen. You see the following message at the top of the screen:

Press a function key or select a directory to be displayed.

Press **Make Dir** (**F3**).

The **Make Directory** screen will appear (note title at top of screen).

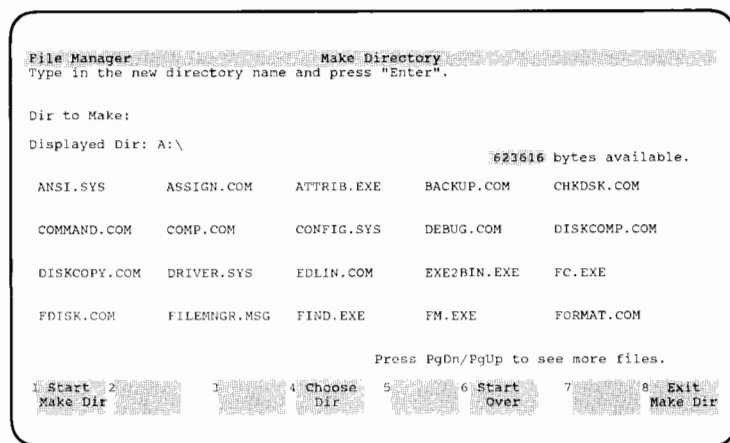


Figure 2-2. The File Manager Make Directory Screen

2. The following message appears at the top of the screen:

Type in the new directory name and press "Enter".

Make a subdirectory called "BOB" by typing:

BOB

and press **Enter**. If you make a mistake, use the **← Backspace** key to erase incorrect letters. Then type in the correct information, and press **Enter**. Or, press **Start Over (F8)**.

3. The following message appears at the top of the screen:

Press F1 (Start Make Dir) if selection is correct.

Go ahead and press **Start Make Dir (F1)**.

You have just created the subdirectory BOB. Since you did not specify otherwise, BOB is a subdirectory of the current directory (the one presently displayed by File Manager) which is the root directory. Look for BOB in your list of files - it will be in high intensity type.

To help you visualize what we just did, look at the following figure.

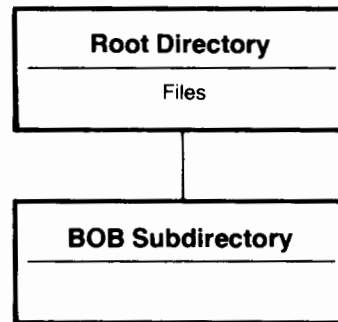


Figure 2-3. New Directory Structure with BOB Subdirectory

4. Press **Exit Make Dir** ((F8)).
5. Let's display the contents of the BOB subdirectory. To do this, use the cursor keys to move the pointer to BOB.
6. Press ((F10)) to select it.

All the files of the root directory disappear as we move

into the BOB subdirectory. Since we have not put any files into the BOB subdirectory yet, we can see that it is empty except for the line "<parent dir>."

<parent dir> stands for **parent directory**. A parent directory is a directory that has a subdirectory within it. Note that a subdirectory can also be a parent directory if it has a subdirectory within it. <parent dir> is an option you may select to view the contents of the directory above the subdirectory you are looking at (in this case, since we are in BOB, the parent directory of BOB would be the root directory).

DO THIS: The pointer should be at <parent dir>. Press **F10**. You now see the contents of your root directory.

Go on to the next section "Make a Subdirectory of a Subdirectory."

Make a Subdirectory of a Subdirectory

Next, let's make another subdirectory. This time, we will make a subdirectory of the BOB subdirectory. Do the following:

1. At the File Functions screen, press **Make Dir (F3)**.
2. Type:

\BOB\LETTERS

and press **Enter**.

3. Press **Start Make Dir (F1)**.

You have just created the subdirectory LETTERS, in the subdirectory BOB. BOB is the **parent directory** of the subdirectory LETTERS. Let's see what your directory structure looks like now:

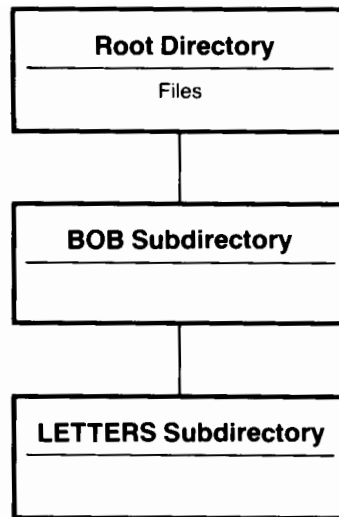


Figure 2-4. Directory Structure with BOB and LETTERS Subdirectories

4. Press **Exit Make Dir** (**F8**).

You've now created two subdirectories. Creating subdirectories is the single most important method for storing files on a disc.

Reason #1: you can only have a limited number of entries in your root directory (512) - that includes both file names and directory names. The number of entries you can have in your subdirectories is *unlimited*.

Reason #2: using subdirectories enables you to organize and categorize your files. It's like storing files in a filing cabinet - your subdirectories are folders for information to be stored in. You can file your files according to who created them, the subject, or any way you want.

Let's file the example TESTFILE that you created earlier into one of your new subdirectories. Go to the next section "Copy a File into a Subdirectory."

Copy a File into a Subdirectory

The Copy function of File Manager helps you copy a file on your disc into another directory, or to another disc. You can only copy one file at a time, and you cannot copy entire directories.

Caution



If you copy a file into a directory that already has a file of the same name, you will destroy the file that already exists.

To make a copy of TESTFILE and put it into the LETTERS subdirectory, do the following:

1. From the File Functions screen press **Copy File** ((F6)). The Copy screen appears:

Figure 2-5. The File Manager Copy Screen

The following message appears at the top of the

screen:

Select or type the file name to copy.

2. Use the cursor to move the pointer to the file TESTFILE (if you don't see it, press **Page Down** to see more files).
3. Press **F10** to select it.
4. You see this message at the top of the screen:

Select or type the file name to copy to.

Type:

\BOB\LETTERS

and press **Enter**.

This is the **path** you want File Manager to use when copying your file. You've told File Manager that you want to put a copy of TESTFILE into the subdirectory LETTERS which is a subdirectory of BOB (the "\" tells File Manager that what follows is either a directory, or something that's in a directory).

5. You next see this message at the top of the screen:

Press F1 (Start Copy) if selection is correct.

Go ahead and press **Start Copy (F1)**.

6. When the file has been copied, the **Copy** screen reappears. Press **Exit Copy (F8)**.

You have successfully copied a file from your root directory to a subdirectory. Let's see what your directory structure looks like now:

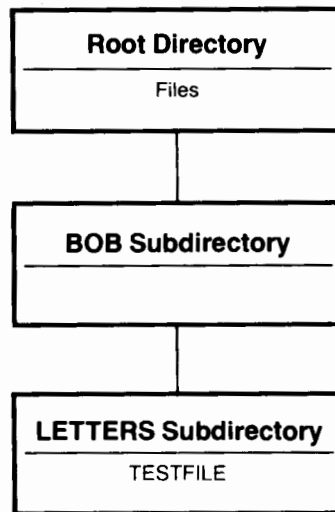


Figure 2-6. Directory Structure with TESTFILE in LETTERS Subdirectory

Since the file you may want to copy might not always be found in the root directory, let's learn how to go into other directories to see what's in them. Go to the next section "Display Directories or Subdirectories."

Display Directories or Sub- directories

There are two methods to display a directory or subdirectory.

Method 1: You can move down in the directory structure by moving the pointer and selecting each directory or subdirectory to display. You can move up in the directory structure by selecting <parent dir> to see the next level above the one you are in.

Method 2: You can type the path to the directory or subdirectory you want. Remember, when you specify a path it typically consists of the drive you want to look at, and the different levels of directories File Manager must go through to get to the directory you want.

We will use both methods to look at the contents of your new subdirectories. We'll start with method 1.

Method 1: Select Directories with File Manager

1. From the **File Functions** screen, move the pointer to BOB.
2. Press **(F10)** to select BOB. The BOB subdirectory is then displayed. You can see that LETTERS is the only thing in the BOB subdirectory (remember, **<parent dir>** isn't a file or directory - it tells you that there is another directory level above the one you are in).
3. Let's go down another level. Move the pointer to LETTERS and press **(F10)**. The LETTERS subdirectory is displayed. The only thing in LETTERS is the file TESTFILE that you just copied into it.

Note



File Manager can only display the contents of directories and subdirectories. Trying to view the contents of a file, such as TESTFILE, will cause an error message to be displayed.

4. We can just as easily go up to the next directory (which is BOB, in this case). Move the pointer to <parent dir> and press (F10) to select it. We are now back to BOB.
5. Move the pointer to <parent dir> again and press (F10). We are now back to the root directory.

That's one way you can use File Manager to select directories and subdirectories to display. The second method is a little faster.

Method 2: Select Directories by Entering the Path

1. Let's get back into the LETTERS subdirectory. Press **Choose Dir** ((F4)).

2. The following message appears at the top of the screen:

Select or type the directory name to display.

Type this path:

\BOB\LETTERS

and press (Enter).

This will move you into the LETTERS subdirectory from *any* other directory or subdirectory on the disc. Remember, any subdirectory on a disc can be displayed by giving File Manager the *path* to it from the root directory.

A drive designator can be added to the front of the path if the directory you want is on another disc.

Suppose **LETTERS** is on a disc in drive **B:**, we would have entered **B:\BOB\LETTERS** where:

B: (is the drive where **LETTERS** is located)

\BOB (is the subdirectory **BOB**, which is a subdirectory of the root directory)

\LETTERS (is the subdirectory **LETTERS**, which is a subdirectory of **BOB**, which is a subdirectory of the root directory)

3. From here, you can get back to the root directory (bypassing **BOB**). Type:

and press **Enter**.

The files in the root directory are now displayed. The path you entered was simply **"\"**, which told File Manager that you wanted to display the top-most directory in the directory structure (the root directory) of the disc you are presently working from.

4. Press **Exit Choose** (**F8**).

Go on to the next section "Rename a File."

Rename a File

The ability to rename files is another important function of File Manager. When updating a file, renaming it is a good way to call attention to the fact that it has been changed.

Do the following to rename **TESTFILE**:

1. From the **File Functions** screen, press **Rename File (F7)**. The **Rename** screen appears.

2. The following message appears at the top of the screen:

Select or type the file name to rename.

Move the pointer to TESTFILE (if you don't see it, press **Page Down** to see the rest of the files).

3. Press **F10** to select it.

The word TESTFILE appears on the **Rename File:** line near the top left of the screen. (Note that File Manager has provided the path to the file.)

4. You see this message at the top of the screen:

Select or type the file name to rename to.

Type this:

NEWFILE

and press **Enter**.

See that the word NEWFILE and its path have appeared on the **To File:** line.

5. The following message appears at the top of the screen:

Press **F1 (Start Rename)** if selection is correct.

Go ahead and press **Start Rename (F1)**.

The file is renamed, and the list of files is reorganized. Look for the filename NEWFILE to

make sure the renaming was successful (use **Page Down** to see more). Notice that there is no longer a file called TESTFILE in the root directory.

6. When you have confirmed that TESTFILE was renamed to NEWFILE, press **Exit Rename (F8)**.

The last function of File Manager you will learn is how to delete the things you have created with this tutorial. Go to the next section now.

Delete Files and Sub- directories

When you no longer need a file or a directory, you can delete (erase) it, and free up space on your disc. Once it is deleted, you **cannot** get it back.

The important rules to remember here are:

- A. You cannot delete a directory containing subdirectories until you have **first** deleted all of the subdirectories.
- B. You cannot delete a subdirectory until you have **first** deleted all the files in that subdirectory.

With that in mind, the only way that we can delete the subdirectory BOB is by first deleting LETTERS, and the only way to delete LETTERS is by first deleting the file in it. Do the following:

1. First we want to get into the LETTERS subdirectory quickly. From the File Functions screen, type:

\BOB\LETTERS

and press **Enter**.

The LETTERS directory is displayed (note that we moved to LETTERS without being in the **Choose Directory** screen - moving around by typing the path is the most direct method).

2. The following message appears at the top of the screen:

Select of type the file or directory name to delete.

Press **Delete File/Dir** (**F2**).

3. Move the pointer to TESTFILE, and press **(F10)** to select it as the file to delete.
4. The following message appears at the top of the screen: Press F1 (Start Delete) if selection is correct.

Press **Start Delete (F1)**.

TESTFILE is deleted from the LETTERS subdirectory.

5. Now, we want to delete the LETTERS subdirectory. But before we can, we first have to get out of it. Press **Choose Dir (F4)**.

6. If necessary, move the pointer to <parent dir>. Press **(F10)**.

This takes us to the next directory up, which is BOB.

7. Press **Exit Choose (F8)**. You go back to the Delete screen.

Note



If you use **Choose Dir** to display another directory, you must exit the **Choose** screen to do another function (such as delete, copy, rename, etc.).

8. Move the pointer to LETTERS and press **(F10)** to select it.
9. Press **Start Delete (F1)**. The subdirectory LETTERS is deleted. The BOB directory is now empty, so we can delete it as soon as we get out of it.
10. Press **Choose Dir (F4)**.

11. If it isn't already there, move the pointer once again to <parent dir>. Press **(F10)** to select the next directory up.
12. You're back to the root directory. Press **Exit Choose (F8)**. We go back to the **Delete** screen once again.
13. Move the pointer to BOB and press **(F10)** to select it.
14. Press **Start Delete (F1)**. BOB disappears and the files are reordered.
15. There is one last thing to do; delete NEWFILE.

TRY THIS:

1. Look for NEWFILE in the list of displayed files in your **root directory** and see if you can delete it yourself (the **Delete** screen should already be displayed)
2. If you have a SETUP Program disc in your *Setting Up* manual (the manual that gives instructions for setting up the computer's hardware), copy the file **SETUP.COM** into the **root directory** of your work disc.

When done, press **(F8)** as many times as necessary to get you back to the PAM Main Menu (if you are prompted to put in the MS-DOS disc, put in your MS-DOS work disc).

Where to Go for More Information

You have just learned to use some of the major features of File Manager. Other features of File Manager include:

- Viewing an **Expanded** directory for more information about files
- Using the **Wildcard** option in displaying similar groups of files

For more information on these and the features that you have just learned about, go to the "PAM and File Manager Reference" chapter in this manual. Otherwise, proceed to Appendix A "Formatting a Disc" to learn about the different ways to format discs to be able to put files on them.



3

PAM and File Manager Reference

Adding Application Labels to PAM

To start an installed application from the PAM Main Menu, you must use the **Add** function. When you add an application, you do two things:

- Provide information to PAM that allows you to start the application from the PAM Main Menu.
- Add the application's name to the PAM Main Menu.

Note



Add does NOT install the application. It creates a label on the PAM Main Menu, and stores the command to start the application. To install an application, read the instructions that came with the application, or use the MS-DOS COPY command described in the *User's Reference* manual in Volume II of this binder set.

Anytime you want to add an application label to PAM, you can do so as explained below.

1. Start at the PAM Main Menu. Press **Manage Applics ((F5))**.
2. From the Manage Applications Menu, Press **Add ((F1))**. The Add Applications screen appears.

PAM provides a list of many currently available software applications to make the add process easier for you.

3. Look for the name of the application you want to add.

The applications are listed alphabetically. You can press **Page Down** to see the next screen of application titles and **Page Up** to return to the previous screen. If the name of the application you want to add is not on the list, go to the next section, "Adding an Unlisted Application Label" and follow the steps there.

4. Use the cursor keys to move the pointer and highlight the application name of the application you want to add to PAM.
5. Press **Add Applic** (**F1**).
6. The existing path information tells PAM the application is found on drive A: in the root directory. To change this information, type over what is already there. For example, if you have a hard disc, you might type the following:

C:\

Note



You must specify the drive designator and the path beginning with the \ for the root directory. If an application is installed in a subdirectory, type the subdirectory name in the path as well.

7. When the information on this screen is correct, press **Save** (**F1**) to save this information. The following message appears at the top of the screen:

Application Information has been saved.

Note



If an error message appears, you have typed an invalid path. Recover by pressing **Continue** (**F8**), then type the correct path, and press **Enter**.

8. Press **Exit** (**F8**) to return to the first **Add Application** screen. The word "added" appears above the application name after you add it.
9. To return to the PAM Main Menu, press **Exit Add** (**F8**), and then **Exit Manage** (**F8**).

Adding an Unlisted Application

If the application you want to start from PAM is not on the list provided by PAM, use the following procedure to add the unlisted application.

1. From the **Add** screen, press **Add Unlisted (F5)**. The **Add Unlisted Application** screen appears.
2. In the path field, type the path to the application. The path begins with the disc drive, and includes the name of the subdirectory where the application will reside, if there is one. When the information in this field is correct, press **Enter**. The cursor moves to the **Applic Title**
3. Type the name that you want to appear in the label on the PAM Main Menu, and press **Enter**. The name may be up to 18 characters (including blanks) and should be the name of your application.

You **must** enter a title in this field or an error message is displayed.

4. At the **Run Command** field, type the command that causes the application to run. Run commands vary depending on the application. The run command is in the manual that came with your application. Enter the run command exactly as it is given.

After you type the run command, press **Enter**.

Note



If you have an application that allows parameters, put a space and a ? after the run command in this field. If your application requires parameters in order to run, the necessary parameter information will be supplied in the application's manual.

5. Press **Save** (**F1**) when you are satisfied that the Path, Application Title, and Run Command are all correct. If you change your mind, press **Exit** (**F8**).
6. Press **Exit** (**F8**), **Exit Add** (**F8**), and then **Exit Manage** (**F8**) to return to the PAM Main Menu.

Autostarting an Application

Autostarting an application is a function of PAM. The **Autostart** function allows you to select one application to be started automatically when you start your system or perform a reset. This is extremely useful if you use one application more often than the others.

1. Start at the PAM Main Menu. Press **Manage Applic** (**F5**).
2. Press **Auto Start** (**F6**). The **Autostart** screen appears.
3. Move the pointer and highlight the application you want to start automatically.
4. Press **Save** (**F1**) to have the selected application start automatically. The name of the application now appears on the message line at the top of the **Autostart** screen.
5. Press **Exit AutoStrt** (**F8**), and **Exit Manage** (**F8**) to return to the PAM Main Menu.
6. Reset the system to demonstrate the autostart. Hold the **CTRL** key down and press **Alt** and **DEL** simultaneously. The screen goes blank, and the application you selected to autostart appears.

7. To Return to PAM from the autostarted application, exit from the application.

Note



The disc with the autostart application must be in one of the drives.

To Remove Autostart

When you no longer want an application to autostart, perform the following steps.

1. Start from the PAM Main Menu. Press **Manage Applics** ((F5)).
2. Press **Autostart** ((F6)). The **Autostart** screen shows whatever application is currently autostarting.
3. Press **No AutoStrt** ((F4)).
4. Press **Exit AutoStrt** ((F8)), and then **Exit Manage** ((F8)) to return to the PAM Main Menu.

Changing Drives

The drive letter of your MS-DOS prompt indicates the active drive. This is the drive MS-DOS accesses for commands or filenames you type, unless you specify a different drive.

If you want to change the active drive, follow these steps. In this example, the current active drive is A:, and we are changing it to B:.

1. At A>, type

B:

and press .

MS-DOS responds with a new prompt indicating the new active drive: B>

2. To change back to A:, at the MS-DOS prompt, type:

A:

and press .

Note



The steps are the same for any drive letters. Type the letter of the drive you want, followed by a colon, and press .

Choosing a Directory to Display

Choose Directory is a function of File Manager. When you choose a directory, the filenames and subdirectory names in that directory are displayed on the File Manager screen.

1. Start from the PAM Main Menu. Move the pointer and highlight the File Manager label.
2. Press **Start Applic** (**F1**).
3. From the **File Functions** screen, press **Choose Dir** (**F4**).
4. If the name of the directory you want to see is listed on the screen, move the pointer to the name of the directory, and press (**F10**) to select it. If you select <parent dir>, you see the directory one level above the directory currently being displayed.
5. If the directory you want to see is not listed on the screen, there are two actions you can take.
 - Type the path to, and the name of the directory you want to see, and press (**Enter**).

OR

- Move the pointer to the name of the directory containing the name of the directory you want to see, and use (**F10**) to select it as the directory to display. When this directory is listed on the screen, select the name of the directory you want to see.

6. To return to PAM, press **Exit Choose** (**F8**), and then **Exit File Manager** (**F8**).

Note



If you use **Choose Dir** to get into another directory, you must press **Exit Choose** before proceeding with any function.

Copying a File

Copying a file is a File Manager function. The Copy function of File Manager lets you make copies of your files--one at a time.

When you copy existing files from one directory into another directory, you make an identical copy; one is in the old directory and one is in the new directory.

Note



You cannot copy a directory or subdirectory even though it is named on the display. If you try to copy a directory, File Manager tells you

The file name is a device, directory, or volume id. No action taken.

Use the following procedure to make a copy of a file.

1. From the PAM Main Menu, move the pointer to highlight the File Manager application.
2. Press **Start Applic** (**F1**). The **File Functions** screen appears.
3. From the **File Functions** screen, press **Copy File** (**F6**). The *Copy* screen appears.
4. If the file you want to copy is listed on the screen, move the pointer to the filename and press (**F10**) to select it.

5. If the file you want to copy is not listed on the screen, there are two actions you can take:
 - Type the complete file specification, including drive and path, and press **Enter**, or

OR

- Use **Choose Dir** to change the Displayed Directory to the one containing the file you want to copy. Then, press **Exit Choose**. (The file must be on a disc in one of the drives.)
6. When you are in the correct directory, specify the filename of the new copy by doing either of these:
 - If you want the copy to have a different name but be in the same directory, type a new filename and press **Enter**.

OR

- If you want the copy to be on a different disc or directory, you can use the same filename (unless it is already being used for another file there.) Type the path, and press **Enter**.

Note



If you want to copy a file to another disc, you must put the new disc in the drive now, and specify the disc drive. If you want to start over, press **F6** and type the correct information for the path.

7. When you are ready to copy, press **Start Copy** (**F1**).

If You Make a Mistake

The copy operation requires two unique filenames if you are copying into the same directory. If you try to make two copies of a file with the same name, you will get an error message. If you try to copy a file to a filename that already exists, you will get the following warning.

To delete "<filename>" and continue, press F1 (Start Copy) again.

If you press **Start Copy** (F1) after getting this warning, you will delete (by overwriting) the file that already has that name. If you do not want to overwrite the existing file, press **Start Over** (F6) and type a new name.

If you want to cancel the copy function, press **Stop Copy** (F8).

8. To return to PAM, press **Exit Copy** (F8), and **Exit File Manager** (F8).

Note



If you have a system with just one flexible disc drive, you must use the MS-DOS COPY command, described in the the *User's Reference* manual in Volume II of this binder set.

Deleting an Application Label

Deleting an application label removes the label from the PAM Main Menu. Follow the steps below.

1. From the PAM Main Menu, press **Manage Applics** (**F5**).
2. From the **Manage Applications** press **Delete** (**F2**).
3. Move the cursor and highlight the application you want to remove.
4. Press **Start Delete** (**F1**).
5. You are asked:

Do you really want to delete
<application> ?

Press **Yes** (**F1**) to delete the label from PAM.

Note



Deleting the application label does not delete the application.

Deleting a Directory

Deleting a directory is a function of File Manager.
Deleting a directory removes the directory from the disc.

To delete a directory, you must first delete all the files and subdirectories in the directory. Then, you must then exit from the directory before you can delete the directory itself.

1. From the PAM Main Menu, move the pointer and highlight the File Manager application.
2. Press **Start Applic (F1)**. The **File Functions** screen appears.
3. From the **File Function** screen, press **Delete File/Dir (F2)**. The **Delete** screen will appear. The directory you are currently working in displayed on the screen. File Manager prompts you:

Select or type the file or directory name to delete.
4. Is the directory you want to delete empty? If yes, go to step 5. If not, do the following.
 - a. Use the **Choose Dir** function to change the directory being displayed and display the directory you want to delete. Then, **Exit Choose**.
 - b. Delete all the files and subdirectories in the directory using the steps in "Deleting a File." The directory must be empty.
 - c. Choose the parent directory as the directory to display. (You cannot be in the directory when you delete it.)

5. Select or type the name of the directory you want to delete, the directory name will appear after **Delete File:** on the **Delete** screen.
7. Press **Start Delete** (**F1**).
8. To return to the PAM Main Menu, press **Exit Delete** (**F8**) and **Exit File Manager** (**F8**).

Deleting a File

Deleting a file is a function of File Manager. Deleting a file removes the file from the disc.

1. From the PAM Main Menu, move the pointer and highlight the File Manager application.
2. Press **Start Applic** (**F1**). The File Functions screen appears.
3. From the File Function screen, press **Delete File/Dir** (**F2**). The Delete screen will appear. The directory you are currently working in is displayed on the screen. File Manager prompts you:

Select or type the file or directory name to delete.

4. If the name of the file is listed on the screen, move the pointer to the name, and use (**F10**) to select it.

If the name of the file you want to delete is not listed in the directory being displayed on the screen, there are two actions you can take.

- Type the complete file specification of the file you want to delete, and press (**Enter**).

OR

- Use **Choose Dir** to change the directory being displayed to the directory containing the name of the file you want to delete. If you use the **Choose Dir** function to display a different directory, you must **Exit Choose** before you can use (**F10**) to select the file you want to delete.

5. After selecting or typing the name of the file you want to delete, the filename will appear after **Delete File:** on the **Delete** screen.
6. Press **Start Delete** (**F1**).
7. To return to the PAM Main Menu, press **Exit Delete** (**F8**) and **Exit File Manager** (**F8**).

Directories

A directory is a group of files. You make directories as a way to organize and group your files. Directories and subdirectories are the same. Their purpose is to help you efficiently store and retrieve your files.

On a newly formatted disc, there are no subdirectories. There is only the root directory, and unless you create subdirectories, all the files you save go into the root directory.

One way to visualize the directory structure is to use an inverted tree structure: the root, branches and leaves. The root directory is the base of the directory tree structure. The branches are subdirectories which can contain files and other subdirectories. The leaves are files in the subdirectories. The figure below illustrates this structure.

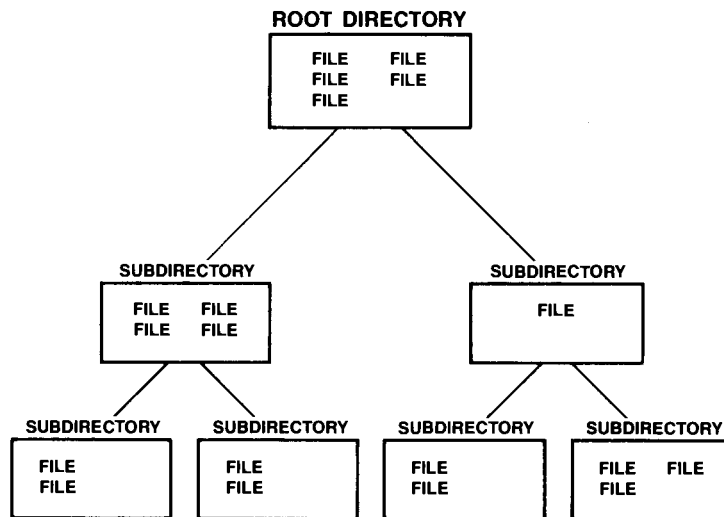


Figure 3-1. Tree Structure of Directories on a Disc

Making Directories

To make a directory, refer to the section "Making a Directory."

Deleting Directories

To delete a directory, refer to the section "Deleting a Directory."

Looking at Directories

To look at a listing of files and subdirectories in a directory or on a disc, use the File Manager **Choose Dir** function explained in the section titled "Choosing a Directory to Display" in this chapter.

Expanding a Directory for Display

Expanding a directory is a function of File Manager. An expanded directory lists the date the file was last accessed, and the amount of space in bytes the file is occupying. Directories and subdirectories are also specified in an expanded directory listing. Use the following procedure to see an expanded version of a directory.

1. From the PAM Main Menu, move the pointer to highlight the File Manager application, and press **Start Applic** (**F1**).
2. From the File Functions screen, press **Choose Dir** (**F4**).
3. From the **Choose Directory** screen, press **Expanded Dir** (**F2**). An asterisk will appear in the function label to remind you that you are using expanded directory. You see the first 4 entries in your directory, if there are that many.
4. Press **Page Down** to see more entries if there are any. Press **Page Up** to see the previous entries.

Turning off the expanded directory

The Expanded Directory function is turned off automatically when you exit from File Manager. However, to turn it off without exiting File Manager, use the following procedure.

1. You must be at the **Choose Directory** screen to turn Expanded Directory off.

Press **Expanded Dir** (**F2**). The asterisk disappears, indicating that Expanded Directory is off. The directory is displayed again in non-expanded form.

Files

A file is a collection of information, or data, stored on a disc. The programs you use are stored in files. When you use an application program to create data, the data is saved in a file. For example, if you use a word processing application to type a letter, the letter is stored in a file. When you save a file, you must give it a unique filename.

Files can be saved in groups called directories and subdirectories. For more information on organizing your files in directories, see the section titled "Directories" in this chapter.

Looking at a List of Your Files

For information on how to look at a list of the files you have on a disc or in a directory, refer to the information in "Choosing a Directory to Display" in this chapter.

Looking at the Contents of a File

To look at what is in a file, you can use the MS-DOS TYPE command. For information about the TYPE command, refer to the *User's Reference* manual in Volume II of this binder set.

Naming Files

For information about the rules for naming files and directories, refer to the *User's Reference* manual in Volume II of this binder set.

Getting Back to PAM

1. If you make a mistake and need to return to PAM, in most File Manager and PAM functions, using the the **F8** key exits back to PAM.
2. If you are in MS-DOS Commands, and see an A> or C>, type the word EXIT and press **Enter** to return to PAM.

Note



If you do not know where you are, you can reset your system to return to PAM. This is like restarting your system.

Hold the **CTRL** key down and press **Alt** and **DEL** simultaneously and then release all three. The screen goes blank, and the operating system is restarted. The PAM Main Menu appears.

Caution



If you are using an application, resetting your system this way will cause you to lose the data you were working on during the current work session.

Help

Help is a feature of both PAM and File Manager. PAM's Help screens give information about how to use the PAM Menu that is currently displayed. File Manager Help screens give information about how to use the File Manager function currently on the screen. To use the Help feature, follow this procedure.

1. From PAM or File Manager, press **Help** (**F7**). The **Help** screen that appears explains what is on the screen. If you press the **Help** key when another menu is on the screen, the help information will explain that screen.
2. To return to the original screen you were at, press **Continue** (**F8**).

Looking at the Contents of a Disc

To see a list of everything on a disc, including files, programs, and subdirectories, use the MS-DOS DIR command. For information about how to use the DIR command, refer to the *User's Reference* manual in Volume II of this binder set.

Looking at the Contents of a File

To look at the contents of a file, use the MS-DOS TYPE command. The TYPE command displays the contents of a file on your screen. You cannot make any changes to the file, but you can see what is in it.

For specific information about how to use the TYPE command, refer to the *User's Reference* manual in Volume II of this binder set.

Making a Directory

Making a directory or subdirectory is a function of File Manager. You have to make a directory or subdirectory before you can copy or save files into it.

When you want to make a directory, use the following procedure.

1. Start from the PAM Main Menu. Move the pointer and highlight the File Manager application. Press **Start Applic (F1)**.
2. At the File Functions screen press, **Make Dir (F3)**.

The following message appears at the top of the screen:

Type in the new directory name and press "Enter".

3. If you want the directory you are making to be a subdirectory of a different directory than the one being displayed, there are two actions you can take.
 - Type the directory name including the path for where you want the new directory to be. Press **Enter**. The name you typed appears on the screen after Dir to Make.

OR

- Use the **Choose Dir** function to display the directory you want your new directory to be in. If you do this, you must **Exit Choose** before you can use the **Make Dir** function. (A directory you make will be a subdirectory of the directory being displayed, unless you type a path specifying a different location.)

4. After you have typed in the directory name, press **Start Make Dir** (**F1**).
5. To return to PAM, press **Exit Make Dir** (**F8**), and **Exit File Mgr** (**F8**).

Modifying Information in PAM

Modifying information on the PAM Main Menu is a function of PAM. The Modify function allows you to change the information entered when you added an application to the PAM Main menu. You can change the drive, path (directory), application title, and run command.

1. Start from the PAM Main Menu. Press **Manage Applics** (**F5**).
2. Then press **Modify** (**F3**). The **Modify Application** screen appears.
3. Move the pointer and highlight the name of the application whose information you want to modify.
4. Press **Start Modify** (**F1**). The **Modify Information** screen appears.
5. To modify the path, type over the information, and press **Enter**. The cursor moves to the **Applic Title** field.

If you type an invalid path, you get an error message. Press **Continue**. Then, type in the correct path and press **Enter**.

6. If you want a different name on the label in PAM, type the new name in this field. When information in this field is correct, press **Enter**. The cursor moves to the **Run Command** field.
7. Type in the correct information, and press **Enter**.
8. Press **Save** (**F1**) when all the information is correct.
9. To return to the PAM Main Menu, press **Exit** (**F8**), **Exit Modify** (**F8**), and **Exit Manage** (**F8**).

Note

When you installed PAM, File Manager and MS-DOS Commands were installed with the path A:\. If your system has a hard disc, you may want to modify the path information if your hard disc is C:. When you add applications labels for applications installed in a subdirectory, you must add the subdirectory name to the path field.

Moving on the PAM Screen

Some of the keys on your keyboard help you move around in PAM. The cursor keys control the movement of the cursor or pointer on the screen. The cursor is placed where the next character you type will appear on the screen's command line. The pointer indicates which application is currently selected. For information about the location of the cursor keys on your keyboard, refer to the *Setting Up* manual.

Table 3-1. PAM's Cursor Keys













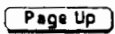



   	The  and the  move the pointer up and down. The  and  move the pointer left and right.
	The  key moves the cursor to the topmost left of whatever data is on the screen.
	This key moves the pointer to the end of the list of labels on the screen.
 	These keys move the list of labels up or down a page at time.
	The insert key places the keyboard into insert mode. In PAM, the characters "Ins" appear on the screen. Insert inserts characters at the cursor position. To turn  off, press  again.

Table 3-1. PAM's Cursor Keys (Cont.)

DEL	The DEL key deletes the character that the cursor location, and moves all the remaining characters to the left.
← Backspace	Backspacing erases characters as it backs up over text.
Scroll lock	When you press this key, the pointer no longer moves up and down on the screen. Instead, the list of labels moves when the ▲ or ▼ cursor keys are pressed. The ▶ and ◀ keys become inactive. To turn Scroll lock off, press it again.
Tab	The Tab key moves the cursor or pointer to the next label on the PAM screen. It moves the cursor forward.
Shift Tab	When you hold the Shift key down and press the Tab key, the cursor or pointer moves back one label.

Removing PAM

Some people prefer to operate their computer directly from MS-DOS, and not use PAM. Directions for setting up your operating system to run without PAM are in Appendix B of this manual, "Removing PAM."

If you are a new computer user, you will find that PAM and File Manager make it easy to use your computer without having to learn a lot of MS-DOS commands.

Renaming a File

Renaming a file is a File Manager function. To rename a file:

1. From the PAM Main Menu, move the pointer to highlight File Manager, and press **Start Applic (F1)**.
2. From the File Functions screen, press **Rename File (F7)**. The Rename screen appears.
3. Select the file to rename. If the file you want to rename is listed in this displayed directory, move the pointer to the filename and press **(F10)** to select it.
4. If the file you want to rename is not in the Displayed Directory, there are two actions you can take.
 - Type the complete file specification and press **Enter**.

OR

- Change the Displayed Directory to the one that contains the file you want to rename using the **Choose Dir (F4)** function. For more information, refer to "Choosing a Directory".

After typing or selecting the filename of the file you want to rename, File Manager writes the file specification next to **Rename File:**.

5. The following message appears:

Select or type the file name to rename to.

Type the new filename for the file and press **Enter**. You can rename a file into a different directory, if you specify the path.

File Manager completes the file specification for your renamed file and displays it next to **To File:**.

6. The following message appears:

Press **Start Rename** if selection is correct.

Press **Start Rename** (**F1**).

7. To return to PAM, press **Exit Rename** (**F8**), **Exit** (**F8**), and **Exit File Mgr** (**F8**).

Note



You can only rename a file on the same disc. If you are renaming the file into the same directory, be sure to use a name that's not being used.

Reordering the Application Labels in PAM

Reordering application labels on the PAM Main Menu is a function of PAM. The Reorder function allows you to arrange the application labels on the PAM Main Menu. You can order them any way that is convenient, or arrange them alphabetically. To arrange application labels in a special order, follow the procedure described below.

1. Start at the PAM Main Menu. Press **Manage Applies** (**F5**).
2. Press **Reorder** (**F5**). The **Reorder Information** screen appears.
3. Move the pointer and highlight the application you want to move to another position. Press **Select For Move** (**F1**).
4. Move the pointer and highlight the application label now at the position where you want the selected application to be.
5. Press **Move It Here** (**F1**). The screen is reordered, and the pointer is on the moved application in its new position.
6. To return to PAM, press **Exit Reorder** (**F8**), and **Exit Manage** (**F8**).

Note



If you press **Alphabetic Order** on the **Reorder Information** screen, all the applications on your PAM Main Menu are arranged alphabetically. However, if you do this and later decide to move them out of alphabetic order, you must move them one at a time.

Rereading Discs

Reread discs is a function of PAM. Use it when you want to see a list of executable files on a disc you have just put in a disc drive.

1. Start from the PAM Main Menu. Press **Show.EXE.COM.BAT** (**F6**).
2. Place the disc you want to read in a drive.
3. Press **ReRead Discs** (**F4**).

There is a pause as the discs are being read and a new list of the executable files is listed on the screen. The files on the disc in drive A: are shown first, followed by the files on the disc in drive B:, and so on.

If Something Goes Wrong

If no filenames appear, you may have performed Step 2 before the activity light on the drive stopped flashing. If so, press **ReRead Discs** again.

If the specific executable file that you want does not appear: the executable file you are looking for may be in a directory other than the **CURRENT** directory of one of your drives. The last directory you worked in, if you did not change back to the root, is still the current directory.

4. To return to the PAM Main Menu, press **Show MainMenu** (**F6**).

Resetting Your Computer

If you get lost, and do not know how to exit from where you are to return to PAM, you can reset your computer. Resetting your computer is like turning it off and on again, and should only be done as a last resort. If you have data on your screen, you may lose it when you reset your computer.

To reset your computer, perform the following steps.

1. Hold down the **CTRL** key, and press **Alt** and **DEL** at the same time. Release them. Your screen goes blank for a few seconds, and your operating system is restarted.

Setting the Time and Date

Setting the time and date is a function of PAM. The time and date are set at the factory. They are displayed at the top of the PAM Main Menu. They may be correct. If they are not correct, set them using the following procedure.

1. Start at the PAM Main Menu. Press **Set Date and Time** (**F3**).

A message like the following appears at the top of the screen:

12-19-87 is the current date. Type in the new date and press Enter

2. If the date is correct, press **Continue** (**F1**) and go to step 3.

If the date is incorrect, type the correct date and press **Enter**.

When you type the date, use this format: month-day-year. The following are examples of correct ways to type the date:

For this date:	Type:
September 3, 1987	9-3-87
December 25, 2001	12-25-2001

If you type the date in an incorrect format, the following message appears:

Invalid date or format. Type Month-Day-Year again

Press **Continue** (**F8**), type the date in the correct format, and press **Enter**.

After you enter a date in the correct format, the screen changes and you see the current time displayed.

3. If the time is correct press **Continue** (**F1**) you are returned to the PAM Main menu.

If the time is incorrect, type the correct time and press **Enter**.

Since your computer uses a 24-hour clock, type the time in the following format: hours : minutes : seconds.

For this time	Type:
12:00 Midnight	0:00:00
8:30 a.m.	8:30 or 08:30
12:00 Noon	12:00
1:45 p.m.	13:45

If you type the time in the incorrect format, the following message appears:

Invalid time or format. Enter
Hours:Minutes

Press **Continue** (**F1**), then type the time in the correct format, and press **Enter**.

The correct date and time are displayed at the top of the PAM Main Menu.

SHOW .EXE.COM.BAT Files From PAM

The function label on the bottom of the PAM Main Menu, **Show .EXE .COM .BAT**, shows a list of your files with .EXE, .COM, and .BAT displays the files with .EXE, .COM, and .BAT extensions. These files are executable, like programs.

Executable files include application programs, such as LOTUS 1-2-3, and WordStar, language programs such as BASIC, and MS-DOS utilities such as EDLIN. On MS-DOS computers, all executable filenames end in .EXE, .COM, and .BAT.

Examples are:

COMMAND.COM
SORT.EXE
AUTOEXEC.BAT

When you press **Show .EXE .COM .BAT (F5)**, the executable files you have on the discs in your drives are listed on the screen.

Note



To see a list of all your files, use the MS-DOS DIR command. For information about how to use the DIR command, refer to the *User's Reference* manual, in Volume II of this binder set.

Starting an Executable File From PAM

To start an executable file, use the following procedure.

1. Start from the PAM Main Menu. Press **Show, EXE, COM, BAT** (**F6**).
2. Move the pointer and highlight the label of the executable file you want to start.
3. Press **Start Program** (**F1**). The following screen appears.

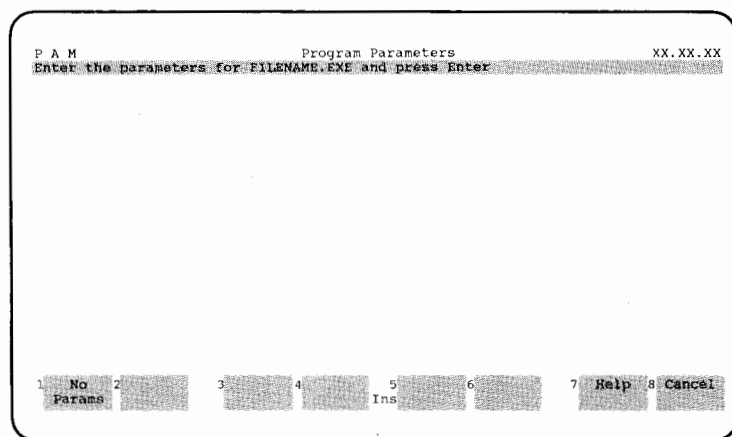


Figure 3-2. The Program Parameters Screen

The message at the top of the screen asks you to type parameters for the executable file you have selected. Parameters are specific instructions you type as part of the command to run a program. If parameters are necessary,

they are explained in the manual that came with the program.

Caution



Some executable files destroy or write over data. Do not run an executable file unless you understand what it does and know what parameters must be used.

Press **Cancel** (**F8**) if you decide not to run the selected executable file and want to return to the Executable Files Menu.

4. Type in parameters and press **Enter**. If there are no parameters necessary, press **No Params** (**F1**). The program will appear on the screen.
5. To exit from the program, follow the instructions that came with the program.
6. To return to the PAM Main Menu from the Executable Files Menu, press **Show MainMenu**, (**F6**).

Note



To look at executable files on a disc you have just put in a disc drive, use the **ReRead Files** function.

Sub- directories

Subdirectories, like directories, are groups of files. You make subdirectories using the **Make Dir** function of File Manager. After making subdirectories, you keep files in them.

You should keep your files in subdirectories for the following reasons:

- Subdirectories help you locate and identify your files quickly, because they are in smaller groups.
- The root directory on flexible discs has a limited number of entries for filenames and subdirectory names. The root directory on a hard disc lets you store up to 512 file and subdirectory names. Subdirectories have no limit to the number of filenames and subdirectory names they can have. The only limit is disc space.
- Subdirectories let you reuse filenames on the same disc as long as the files with the same names are in different subdirectories.
- Subdirectories make it easy for several people to use the same disc. Each person using the same disc can create and use their own subdirectory. They can keep their files completely separate.

Some application programs only allow the use of a single directory. To find out if an application can access files in subdirectories, refer to the manual that comes with the application.

Making a Subdirectory

For information about how to make a subdirectory, refer to the section "Making a Directory."

Deleting a Subdirectory

For information about how to delete a subdirectory, refer to the section "Deleting a Directory."

Looking at Subdirectories

To see a list of files in a subdirectory, refer to the section "Choosing a Directory to Display."

Wildcards

Two wildcard characters are available on MS-DOS computers such as this: the question mark (?) and the asterisk (*).

The following table explains how wildcards are used.

Table 3-2. Wildcard Characters

Wildcard	Function
?	Stands for any one character. You can use one ? for each place in a filename, and one for each place in an extension. You can use as many ? as you wish.
*	Stands for any combination of characters. You can use one asterisk in the filename and one in the extension. You can name specific characters before the asterisk but not after it.
.	Is equivalent to "all" files.

The Wildcard Option in File Manager

File Manager can use wildcards to specify groups of files in a directory. If you want to see more than one file or subdirectory, but not everything in a directory, you may specify a wildcard.

The wildcards * and ?, can be used in File Manager. You can use both * and ? at the same time.

To display a directory using wildcards:

1. From the PAM Main Menu, move the pointer and highlight File Manager. Press **Start Applic** ((F1)).
2. From the File Functions screen, press **Choose Dir** ((F4)).
3. From the Choose Directory screen, press **Set Wildcard** ((F3)).

The first time that you use File Manager, the wildcard is set to *.*. This lets you see all the files in a directory.

4. Use **← Backspace** to erase one or all of the characters now in the wildcard, then type your new wildcard.
5. Press **Enter**.

You see your wildcard string on line 8 next to the word Wildcard:.

The files and subdirectories in the Displayed Directory that match the wildcard string you specified are displayed.

6. When you're finished, press **Exit Choose** ((F8)).

A wildcard remains active even if you choose a different directory to display. It will be active until

you change it or remove it, or exit from File Manager.

Removing a Wildcard

1. From the **File Functions** screen, press **Choose Dir** (**F4**).
2. From the **Choose Directory** screen, press **Set Wildcard** (**F3**).
3. Press **←Backspace** to erase the active wildcard characters.
4. Press **Enter**.

The default wildcard *.* will become the active wildcard again. This means you will see all the files in a directory. (When you exit File Manager, the wildcard setting goes back to *.* automatically.)

5. To return to PAM, press **Exit Choose** (**F8**), and **Exit File Mgr** (**F8**).



A

Formatting Flexible Discs

Before you can use a new flexible disc, you must format it. Formatting a disc prepares a disc for use. This chapter provides you with instructions on how to format discs so that you can use them with your computer.

Matching Discs and Drives

Your computer can use various types of disc drives that are technologically different and are not completely compatible. The discs you purchase and use with these drives cannot, for the most part, be used interchangeably.

Refer to the *System Checklist* that came with your computer to determine what type of drive you have. Use only HP discs, and use only the size disc for which the drive was intended.

The following table shows how discs can and cannot be interchanged between drives.

Table A-1. The Relationship Between Discs and Drives

Disc Media	360 Kb Drive	1.2 Mb Drive	720 Kb Drive	1.44 Mb Drive
5.25" Double-sided (360 Kb)	Read/ Write	Read Only	----	----
5.25" High-capacity (1.2 Mb)	----	Read/ Write	----	----
3.5" Double-sided (720 Kb)	----	----	Read/ Write	Read/ Write
3.5" High-Density (1.44 Mb)	----	----	----	Read/ Write

Notice that you can **read** a 360Kb disc in a 1.2Mb drive, but you **cannot** use a 1.2 Mb disc in a 360 Kb drive for any purpose. You can **read** and **write** on a 720 Kb disc in a 1.44 Mb drive, but you **cannot** use a 1.44 Mb disc in a 720 Kb drive for any purpose.

Formatting a Flexible Disc

1. Turn on your computer with the new MS-DOS work disc in drive A:, (unless you have a hard disc, in which case drive A: should be empty.)

Note



In our examples, the disc being formatted is in drive A:. In your command line, specify the letter of the drive containing the disc you want to format. For example, if you want to format a disc in drive B:, type: `FORMAT B:.`

2. At the MS-DOS prompt on the PAM Main Menu, type:

`FORMAT A:`

and press `Enter`.

This is the command to format a new disc.

3. In a few seconds, this message appears:

Insert new diskette for drive A: and strike
ENTER when ready

4. If you have the MS-DOS work disc in drive A:, remove it and insert a new, unformatted disc in drive A:.
5. Press `Enter`. You see this message:

Formatting . . .

After 1 to 1-1/2 minutes, MS-DOS displays:

Formatting complete Format another (Y/N)?

6. Press **(N)**, (No), and then press **(Enter)**. You see a message telling you to Press any key to continue.
7. Press **(Enter)**. You see the PAM Main Menu again.

The disc is now formatted and ready to be used. You can now copy an application onto it, or store data files on it.

Note



You can use the **/S** option to transfer the system files onto the disc as it is being formatted. For more information about the **FORMAT** command and options, refer to the *User's Reference* manual in Volume II of this binder set.

For information about formatting your hard disc, and making work copies of your operating system on flexible discs, refer to the *Installing Your Operating System* manual in this binder.

Formatting Lower Capacity Discs in Higher Capacity Drives

You can format lower capacity discs in higher capacity drives, but you **cannot** format higher capacity discs in lower capacity drives.

To format a 360 Kb disc in a 1.2 Mb drive, type:

FORMAT A: /4

and press .

To format a 720 Kb in a 1.44 Mb drive, type:

FORMAT A: /T:80 /N:9

and press .

Format Command for 150 Users

The FOR150 command formats a 3.5-inch disc with HP 150 format. This is useful for transferring data files from your computer to an HP 150.

For example, you can write a letter using WordStar on your computer, and store the file on a 3.5-inch disc formatted with FOR150. This disc can then be used in an HP 150 drive, and the file can be read and edited with WordStar on the HP 150.

The syntax for the FOR150 command is the following:

FOR150 [<d>:] [/V]

<d> Specifies the disc to be formatted

/V is an option to give the disc a volume label

Note



This command works only on 3.5-inch discs of 720 Kb capacity. It can be used only for data discs.

The FOR150 command will not format discs on HP-IB disc drives. If you have an HP-IB disc drive connected to your computer, use the FORMAT utility that came with the HP-IB interface card.

For more information about the FOR150 command, refer to the *User's Reference* manual in Volume II of this binder set.

B

Removing PAM

If you created your work disc with PAM, and later decide you want to run your computer directly from MS-DOS, use PAMINSTL to remove PAM from your operating system.

There are two ways to remove PAM from your operating system disc.

- Using the /N option makes your operating system run directly from MS-DOS, but all your PAM files are still on your disc, and you can still use PAM if you want to.
- Removing PAM with the /D option is irreversible, and the files are no longer on the operating system disc. If you want to use PAM after removing PAM with the /D option, you must run PAMINSTL again to install PAM from the master disc.

Examples

The following examples give the correct PAMINSTL command for different situations.

- To install PAM from a flexible disc in drive A: to drive C:, type:

PAMINSTL A: C:

and press .

- To make an already installed PAM **not** appear every time you restart the computer from drive C:, type:

PAMINSTL C: /N

and press .

- If you have run PAMINSTL with the /N option, and you now want to make PAM appear again every time you restart your computer from drive C:, type:

PAMINSTL C:

and press .

- To remove PAM permanently from a disc in drive A:, type:

PAMINSTL A: /D

and press .

- To change PAM in the active drive to appear again every time you start your computer, type:

PAMINSTL

and press .

- To change PAM in the active drive to **NOT** appear every time you turn on your computer, type:

PAMINSTL /N

and press .

General Information about PAMINSTL

- If the source and target drives are not entered, PAMINSTL assumes the source and target drives are the active drive.
- If the target drive is not entered, PAMINSTL assumes that the target is the same as the source.
- If the source and target drives are the same, the PAM files are not copied, but the CONFIG.SYS file is still edited.
- A drive must be specified to use the /D option. PAMINSTL will not assume the active drive when using the /D option.
- For further information about MS-DOS command syntax, refer to the *User's Reference* manual in Volume II of this binder set.

MS-DOS syntax for the PAMINSTL command, with different options, is:

[<d>:] [<path>] PAMINSTL <d1>: [<d2>:] [/N]

OR

[<d>:] [<path>] PAMINSTL <d1>: /D

OR

[<d>:] [<path>] PAMINSTL [/N]

OR

[<d>:] [<path>] PAMINSTL /?

d	drive where command resides
path	directory where command resides
d1	source drive containing PAM files
d2	target drive for PAM files
/N	copy PAM files from source to target drives. Edit CONFIG.SYS to remove PAM shell command.
/D	delete all PAM files from drive. Edit CONFIG.SYS to remove PAM shell command.
/?	Print the above syntax.

Note



Information enclosed by [] brackets is optional.
 Information enclosed by <> brackets is required, and must be provided when typing the command. For more information about MS-DOS command syntax, refer to the *User's Reference* in Volume II of this binder set.

Starting PAM from MS-DOS

After disabling PAM on your operating system disc using the /N option, you can still use PAM. To use PAM, do the following:

From the MS-DOS prompt, type:

PAMCODE

and press .

Exiting from PAM and Returning to MS-DOS

When you use PAM from MS-DOS and want to return to MS-DOS, press **Exit PAM** () and the MS-DOS prompt appears.



C

Error Messages

This appendix lists the error messages that you will see from time to time when using your computer. All of the PAM and FILE MANAGER messages are listed. Only those MS-DOS messages relating to the commands discussed in this book are listed. If you want more detailed information on an MS-DOS message, or if you encounter a message that is not listed here, check the *User's Reference*.

The error messages in this appendix are listed in alphabetical order. Each one has a **Cause:** and a **Remedy:** that tell you the nature of the error and what you can do about it. The **Cause:** also lists the system program (MS-DOS, FORMAT, FILE MANAGER, etc.) that displayed the message.

Device Errors

When MS-DOS has difficulty reading from or writing to any of your peripheral devices, such as a disc drive or printer, it will display a message followed by a prompt that asks you to select an alternative action. The error message and prompt have this general format:

`<error type> error reading (writing) <device>`

Abort, Retry, Ignore?

The message text for a particular error situation is substituted for `<error type>`. The unit that caused the error (such as PRN or B:) is substituted for `<device>`.

You must choose one of the alternative actions by typing the first letter of that alternative. For example, to **Retry** a procedure, press **R**. If you simply press **Enter**, the error message will be repeated.

Here are the meanings of the alternative actions:

Abort	Terminate the program or application. If this is a disc drive error, you can use the CHKDSK command to try to discover what is wrong with your disc, or you can try the operation with a different disc.
Retry	Repeat the operation. Press R only after you have corrected the error. For example, in response to a Not ready message for disc drive B:, you would insert a disc into drive B, then press R .
Ignore	Ignore directs MS-DOS to proceed with the operation as if no error occurred. Since you risk losing data as a result, be very careful about choosing this action.

A general rule of thumb is to choose **Retry** first. If that doesn't work, choose **Abort**. **Ignore** tends to cause further problems, and for that reason is not recommended.

Each device error **Remedy**: in this appendix tells you which alternative action(s) to try. If you cannot remedy the error using these instructions, consult your dealer or HP service representative.

Caution



You can, or course, get out of an error situation using the Reset procedure -- press **Alt** **CTRL** **DEL** at the same time. However, you run a very high risk of losing or destroying data if you do this.

Error Messages

Message

A directory file must be empty before it can be deleted. No action taken.

Cause: You tried to delete a directory that contains directories or files. To delete a parent directory, you must first delete all of the files in its directories, delete the directories, and then delete the parent directory. (FILE MANAGER)

Remedy: Delete the files in the directory first, then delete the directory.

Message:

A directory file was not chosen. No action taken.

Cause: You did not select a directory to be used in a File Manager operation, or the directory you selected does not exist. (FILE MANAGER)

Remedy: If the directory name is on the screen, select it using the cursor keys then pressing **F10**. If the directory name is not on the screen, type it then press **Enter**.

Message:

A directory is not selected.

Cause: You selected **Start Make Dir** without typing a directory name. (**FILE MANAGER**)

Remedy: Type the name for the directory that you want to create, then press **Enter**.

Message:

A file cannot be renamed to another disc. No action taken.

Cause: You tried to rename a file to another disc. You can only rename files to the same disc on which they already exist. (**FILE MANAGER**)

Remedy: Rename the file to the same disc on which it already exists. If you want to move the file to another disc, use the File Manager's copy function to copy the file to another disc, then delete the file on the original disc.

Message:

A file or directory is not selected.

Cause: You didn't specify a file or directory before you pressed **Start Delete** **F1**. (**FILE MANAGER**)

Remedy: Select or type the directory and/or filename, then press **Start Delete** **F1**.

Message:

A write-protected disc or a read-only file cannot be changed. No action taken.

Cause: You tried to change data on a write-protected disc or delete a read-only file. (**FILE MANAGER**)

Remedy: If the disc is write-protected, either remove the write-protect tab or copy the file to an unprotected disc. If the file is a read-only file, a programmer must change its status.

Message:

Access denied error while opening file:
<filename>.

Cause: May be caused by resident programs, improperly terminated programs, or the file is being used by another program, or you have a directory with the same name.

Remedy: Wait until the file is not in use. Make sure there is not a directory with the same name. Restart the computer and issue the command again.

Message:

Access to directory interrupted.

Cause: File Manager had a problem finding information in a directory. (**FILE MANAGER**)

Remedy: Make sure the disc(s) containing the file is in a drive(s). Make sure the cable(s) from the drive(s) to the computer is secured. Try again.

Message:

Access to file interrupted.

Cause: File Manager can no longer use the file. (**FILE MANAGER**)

Remedy: Make sure the disc(s) containing the file is in a drive(s). Make sure the cable(s) from the drive to the computer is secured. Try again.

Message:

Access to input file interrupted.

Cause: File Manager had a problem finding information in an input file. (FILE MANAGER)

Remedy: Make sure the disc(s) containing the file is in a drive(s). Make sure the cable(s) from the drive(s) to the computer is secured. Try again.

Message:

Access to output file interrupted.

Cause: File Manager had a problem writing information to an output file. (FILE MANAGER)

Remedy: Make sure the disc(s) containing the file is in a drive(s). Make sure the cable(s) from the drive(s) to the computer is secured. Try again.

Message:

Access to temporary file interrupted.

Cause: File Manager had a problem finding information in a temporary file. (FILE MANAGER)

Remedy: Make sure the disc(s) containing the file is in a drive(s). Make sure the cable(s) from the drive(s) to the computer is secured. Try again.

Message:

Ambiguous name, read-only disc, or full directory on disc. No action taken.

Cause: You typed a file or path that the program could not identify or that already exists; the program could not write to the specified disc; or the disc's directory is full

and nothing can be added to it. (FILE MANAGER)

Remedy: Type the path correctly. Make certain the disc is not a read-only disc (such as a master disc) or is not write-protected. If the root directory is full, delete some files or specify a new directory. Try again.

Message:

Bad command or filename

Cause: You entered an invalid MS-DOS command.
(MS-DOS)

Remedy: Check the spelling of the command and re-enter it. If you entered the command correctly, ensure that the active drive contains the external command or batch file you are trying to run.

Message:

Bad or missing Command Interpreter

Cause: This message is displayed when MS-DOS can't find COMMAND.COM in the root directory of the MS-DOS disc, or if an error was encountered as the file was being loaded. (MS-DOS)

Remedy: Copy the file containing the command processor into the root directory of the boot disc or check the spelling of the filename in the CONFIG.SYS file.

Message:

Bad switch. Please use /? for help.

Cause: You specified an undefined switch or option.
(PAMINSTL)

Remedy: Read documentation and check syntax.

Message:

Cannot close file.

Cause: File Manager tried to close a file and could not. You probably removed the disc or turned off the disc drive. (FILE MANAGER)

Remedy: Reinsert the disc or turn on the disc drive. Try again.

Message:

Cannot delete the displayed directory.

Cause: You tried to delete the currently displayed directory. (FILE MANAGER)

Remedy: Use File Manager's **Choose Dir** to select a different current directory, then retry the delete. Make sure that the directory you're deleting is empty (has no files or subdirectories).

Message:

Cannot open input file.

Cause: File Manager tried to open an input file but could not. (FILE MANAGER)

Remedy: Make sure the disc containing the file is in the drive. Make sure the cable from the drive to the computer is secured. Check the file's path to be sure you used a valid disc letter, directory name(s) and filename. All parts of the path should be separated by backslashes (for example, <drive>:\dir\dir\...\file.ext).

Message:

Cannot open output file.

Cause: File Manager tried to open an output file but could not. (**FILE MANAGER**)

Remedy: Make sure the disc containing the file is in the drive. Make sure the cable from the drive to the computer is secured. Check the file's path to be sure you used a valid disc letter, directory name(s) and filename. All parts of the path should be separated by backslashes (for example, <drive>:\dir\dir\...\file.ext).

Message:

Cannot open temporary file.

Cause: File Manager tried to write to a temporary file named \$\$\$\$\$\$\$\$.\$\$\$ on your destination disc, but could not. This happened either because there is not enough room for the file on the disc or root directory or because there are too many files open. (**FILE MANAGER**)

Remedy: Check the status of your disc by using CHKDSK. If the root directory or disc is full, delete some of your files and retry the operation.

Message:

Cannot open "To" file (illegal filename).
Created temporary file \$\$\$\$\$\$\$\$.\$\$\$.

Cause: You tried to copy a file but gave an invalid name for the new file. File Manager copied the file to a temporary file. (**FILE MANAGER**)

Remedy: Use File Manager to rename the temporary file, which is always put in the root directory of the destination drive. Be sure to rename this file because File Manager will overwrite it during some of its operations.

- Message:** Cannot use /D and /N at the same time.
- Cause:** You entered an illegal combination of switches. PAMINSTL cannot do both these options at the same time. (PAMINSTL)
- Remedy:** Select one option.
-
- Message:** COMMAND.COM missing. Please copy COMMAND.COM to drive d:.
- Cause:**The target does not have the file COMMAND.COM in the root directory. (PAMINSTL)
- Remedy:** Copy COMMAND.COM to the target disc. Issue the command again.
-
- Message:** Data error reading (writing) <device>
Abort, Retry, Ignore?
- Cause:** MS-DOS was unable to read from or write to the disc correctly. This message usually means the disc has a defective spot. (MS-DOS)
- Remedy:** Choose **Retry** several times. If you still have this error, choose **Abort**.
-
- Message:** Did not find any files that match the wildcard.
- Cause:** Your displayed directory contains no files with the wildcard string you specified. (FILE MANAGER)
- Remedy:** Change the wildcard or display a different directory.

Message:

Disc error. Information file is probably corrupted. Insert a new system disc.

Cause: PAM cannot access its information file properly on your system disc. This is caused either by a defective system disc or disc drive. (PAM)

Remedy: Press **Continue** (F8). If the error recurs, insert another system disc into your drive and press **Continue**. If this doesn't work, restart your computer from another disc drive. If you continue to see the message, contact your dealer or HP service representative.

Message:

Disc Error running <applic>.

Cause: A disc error occurred while PAM was running your application. (PAM)

Remedy: Press **Continue** (F8) then start the application again. If the error recurs, your application disc may be defective. Obtain another working copy of it and try again. If this doesn't work, you have a disc hardware malfunction and you should call your dealer or HP service representative.

Message:

Disc full. Information was not saved.

Cause: You selected **Save** while adding or modifying PAM applications or setting an application to Autostart, and there is not enough room on the disc for the save. (PAM)

Remedy: Press **Continue** (F8). Make space on the disc by deleting superfluous files then try the save operation again.

Message:

Disc full or write protected.

Cause: The target disc is full or has been write protected.
(PAMINSTL)

Remedy: Use new disc for target, or remove write protection, then issue the command again.

Message:

Disc is not a system disc. Cannot make it bootable.

Cause: Target disc does not have the system on it and cannot be used to start the operating system. (PAMINSTL)

Remedy: Make a disc with the operating system on it using FORMAT with the /S option.

Message:

Disc read error. Be sure system disc is in the boot drive.

Cause: PAM cannot read its information file on your system disc properly. This is caused either by a defective system disc or disc drive. (PAM)

Remedy: Press **Continue** (F8). If the error recurs, insert another system disc into your drive and press **Continue**. If this does not work, restart your computer using another drive. If you continue to see the message, contact your dealer or HP service representative.

Message:

Disc write error. Information file may be corrupted.

Cause: PAM cannot write to its information file on your system disc. You removed the system disc from its drive or your system disc or disc drive is defective. (PAM)

Remedy: Return to the PAM Main Menu immediately. If you see the message Disc error. Information file is probably corrupt..., restart your computer using another system disc.

If the error occurs again, restart your computer using another disc drive. If this doesn't work, contact your dealer or HP service representative.

Message:

Disc write protected. Information was not saved.

Cause: You pressed Save while adding or modifying PAM applications or setting an application to Autostart, and the disc to be used for the save is write-protected. (PAM)

Remedy: Press Continue (F8). Use your MS-DOS work disc. If it is write protected, Remove the write-protect tab from the disc and reinsert it into the drive. Try the save operation again.

Message:

Disk error.

Cause: The disc may be defective, formatted incorrectly or be the wrong type for your drive; or your disc drive may be faulty. (FILE MANAGER)

Remedy: Reformat the disc (if you don't mind losing the

information on it) or use a different disc. If the problem persists, have your disc drive serviced.

Message:

Disk error on directory file.

Cause: File Manager encountered a disc error while using a directory. (**FILE MANAGER**)

Remedy: Make sure the disc containing the directory is compatible with your drive, is inserted properly and that the drive is on. Also make sure the cable connecting the disc drive to the computer is secured.

If the error occurs again, the disc may be faulty.

Message:

Disk error on input file.

Cause: File Manager encountered a disc error while using an input file. (**FILE MANAGER**)

Remedy: Make sure the disc containing the file is compatible with your disc drive, is inserted properly, and that the drive is turned on. Also make sure the cable connecting the disc drive to the computer is secured.

If the error occurs again, the disc may be faulty.

Message:

Disk error on output file.

Cause: File Manager encountered a disc error while using an output file. (**FILE MANAGER**)

Remedy: Make sure the disc containing the file is compatible with the disc drive, is inserted properly, and that the drive is on. Also make sure the cable connecting

the disc drive to the computer is secured.

If the error occurs again, the disc may be faulty. Store this information on another disc.

Message:

Disk error on temporary file.

Cause: File Manager encountered a disc error while using a temporary file. (**FILE MANAGER**)

Remedy: Make sure the disc containing the file is compatible with the disc drive, is inserted properly and that the drive is on. Also make sure the cable connecting the disc drive to the back of the display unit is secured.

If the error occurs again, the disc may be faulty.

Message:

Disk error reading (writing) drive <x>
Abort, Retry, Ignore?

Cause: MS-DOS is unable to read from or write to the specified device (usually a disc drive). (**MS-DOS**)

Remedy: Make sure that the disc is inserted properly in the disc drive and choose **Retry**. If you still have problems and are writing to the disc, insert a different disc and try again. See the section *Device Errors* in this appendix for information on the **Abort, Retry, Ignore?** prompt.

Message:

Disk unsuitable for system drive

Cause: FORMAT found a defective track where the MS-DOS files reside. (**FORMAT**)

Remedy: Used this disc only for data. If you want to

create a disc with the system files on it, use another disc.

Message:

Enter the parameters for <applic> and press Enter.

Cause: PAM is prompting you to type the parameters for the application that you just started. The application uses a batch file. (Batch files are described in the *User's Reference.*) (PAM)

Remedy: Check your application manual and enter the parameters that it instructs you to enter.

Message:

Failed to read in message file.

Cause: File Manager was unable to load its .MSG file. (FILE MANAGER)

Remedy: You have a disc drive problem. Contact your dealer or HP service representative.

Message:

Fatal Error.

Cause: Your application used system free memory and PAM cannot continue. (PAM)

Remedy: Restart (reboot) your computer and PAM will be to use PAM again. loaded into memory again.



Message:

FATAL ERROR -- file missing.

Cause: The source drive does not contain the complete PAM system. One or more PAM files are missing.
(PAMINSTL)

Remedy: Install PAM from the Master disc. Follow the instructions in *Installing Your Operating System* using PAMINSTL.

Message:

File attribute error. Cannot edit
AUTOEXEC.BAT.

Cause: Your AUTOEXEC.BAT file is a "read only" file.

Remedy: Use ATTRIB command to change
AUTOEXEC.BAT's attribute to read and write. Also make
sure it is not a hidden file.

Message:

File attribute error. Cannot edit CONFIG.SYS.

Cause: CONFIG.SYS file is a read only file.

Remedy: Use the ATTRIB command to change the
attribute to read and write. Also make sure the file is not
hidden.

Message:

File not found

Cause: MS-DOS cannot find the file that you specified.
(MS-DOS)

Remedy: Check to see that the path is accurate and that

the file exists in the directory that you specified, and that the disc containing the file is in an active drive.

Message:

Format failure

Cause: FORMAT displays this message along with an explanation when it cannot format the disk. (**FORMAT**)

Remedy: Discard the defective disc and use a new one.

Message:

General failure error reading (writing)
<device>
Abort, Retry, Ignore?

Cause: An error has occurred. (**MS-DOS**)

Remedy: Choose **Retry** first.

If you see the same message again, choose **Abort**. If you are using a purchased program, contact your dealer; otherwise, get assistance from a programmer.

Message:

Incorrect DOS version

Cause: You're trying to use an MS-DOS command or option that is not available with the MS-DOS version you are using. (**MS-DOS** or **PAMINSTL**)

Remedy: Obtain the correct version of MS-DOS or check your *User's Reference* for the correct command to use.

Message:

Insert System disc in <drive:> and press Continue.

Cause: PAM cannot find some of its files on the disc in the indicated drive. You either removed the MS-DOS disc from the indicated drive or renamed some of the PAM files on that disc. (PAM)

Remedy: Insert the correct MS-DOS disc into the indicated drive, then press **Continue** **F8**.

Message:

Insert System disc in <drive:> or A: Press any key to continue.

Cause: Your application used a portion of memory that is also used by PAM, and that portion cannot be restored because your MS-DOS disc is not in its original drive. (PAM)

Remedy: Insert the MS-DOS disc into its original drive, then type any key on the keyboard to continue. Be sure that you have not renamed or deleted any of the .OVR or .MSG files on your MS-DOS disc

Message:

Insufficient disk space

Cause: There is not enough space on your disc to store your file. (MS-DOS)

Remedy: If you suspect that there *is* enough space on the disc, use the CHKDSK command (see the *User's Reference*) to determine its status. Otherwise, use another disc and retry the command.

Message: Insufficient Memory.

Cause: PAM does not have enough memory to run.
(PAM)

Remedy: Reduce the number of device drivers and resident programs and restart your computer. Free enough memory space for PAM.

Message Insufficient memory error.

Cause: PAMINSTL needs more memory than is available.

Remedy: Remove all resident programs and issue the command again.

Message: Insufficient memory to run <xxx>.

Cause: PAM does not have enough memory to load your application. (PAM)

Remedy: Reduce the number of device drivers and resident programs and restart your computer. If you cannot free enough space for your application, you may need to increase your computer memory.

Message: Invalid access error while opening file:
<filename>.

Cause: May be caused by improperly terminated programs, resident programs, the file is being used by another program, or you have a directory with the same name.
(PAMINSTL)

Remedy: Wait until file is not in use. Restart the computer and issue the command again. Make sure there is no directory with the same name.

Message: Invalid COMMAND.COM

Cause: MS-DOS tried to load COMMAND.COM from the MS-DOS disc and it is not on the disc or it is the wrong version (the application you were running used the COMMAND.COM area in memory). (MS-DOS)

Remedy: Insert the correct MS-DOS 3.2 disc and press any key to continue.

Message: Invalid date or format. Enter Month-Day-Year.

Cause: You entered the date using the wrong format or the date that you entered is not within the allowable limits. The Year must be between 1980 and 2099. (PAM)

Remedy: Press Continue (F8), then enter a valid date.

Message: Invalid drive specification

Cause: You specified an invalid disc drive. (FORMAT)

Remedy: Enter a valid disc drive letter.

Message: Invalid number of parameters

Cause: You entered too few or too many parameters for a command. (MS-DOS)

Remedy: Review the command either in this manual or in your *User's Reference*, then try it again.

Message: Invalid parameter

Cause: One of the switches that you entered is wrong. (FORMAT)

Remedy: Check the command syntax and re-enter the command.

Message: Invalid Path.

Cause: The path that you entered is syntactically incorrect (for example, you entered an invalid disc drive letter or forgot the backslash after the colon). (PAM)

Remedy: Press **Continue** (F8), then enter the path using the correct syntax.

Message: Invalid Run Command.

Cause: You entered a run command for the **Manage Applics** function that is syntactically incorrect. For example, you did not include the proper file extension (.EXE, .COM, etc.). (PAM)

Remedy: Press **Continue** (F8), then enter the correct run

command including the file extension.

Message: Invalid source drive.

Cause: You entered a letter for the source drive which is illegal or non-existent. (PAMINSTL)

Remedy: Issue the command again with a valid drive letter.

Message: Invalid target drive.

Cause: You entered a drive letter which is illegal, or non-existent. (PAMINSTL)

Remedy: Issue the command again with a valid drive letter.

Message: Invalid time or format. Enter Hours:Minutes.

Cause: You entered an invalid time or you entered it using the wrong format. (PAM)

Remedy: Press **Continue** (F8), then enter the correct time. Remember that the time is expressed using a 24-hour clock.

Message: Invalid working directory

Cause: Your disc is defective. (MS-DOS)

Remedy: Use another disc.

Message: Memory system is corrupted. Please reboot the computer.

Cause: Unknown. (PAMINSTL)

Remedy: Restart your computer.

Message Miscellaneous error while opening file:
<filename>.

Cause: May be caused by resident programs or improperly terminated programs, or the file is being used by another program. (PAMINSTL)

Remedy: Wait until the file is not in use. Restart the computer and issue the command again.

Message: Message file (FILEMNGR.MSG) does not exist on current directory.

Cause: One or more of the system .MSG files is missing from your system disc. (PAM, FILE MANAGER)

Remedy: Press **Continue (F8)**, then copy the .MSG files from the MS-DOS or Supplemental Discs onto your system disc. Restart File Manager.

Message: Non-System disk or disk error

Cause: MS-DOS is not on the disc in the drive from which you start your computer. (MS-DOS)

Remedy: Insert your MS-DOS disc in your drive and

restart your computer.

Message:

No paper error writing <device>
Abort, Retry, Ignore?

Cause: Your printer or plotter is either out of paper or not turned on. (MS-DOS)

Remedy: Make sure that your printer or plotter is turned on and has paper loaded properly. Choose **Retry**. See the section *Device Errors* in this appendix for information on the Abort, Retry, Ignore? prompt.

Message:

No room for system on destination disk

Cause: Your destination disc does not have enough space to store the system files. (SYS)

Remedy: Delete some files on the disc, or format a blank disc (use the FORMAT /S option) then copy the files from your destination disc to the newly formatted one.

Message:

Not enough space on disk. No action taken.

Cause: There is not enough space on the destination disc to copy your file. (FILE MANAGER)

Remedy: Delete some of the files on the destination disc or insert a disc that has enough room on it to copy the file.

Message:

Not ready error reading (writing) <device>
Abort, Retry, Ignore?

Cause: The specified device is not ready to accept or transmit data. (MS-DOS)

Remedy: Check the device to be sure it is properly connected and configured. Also make sure that the disc drive is turned on and the a disc is inserted into it. If the device is a printer or plotter, check for paper, pens, print-wheels, and/or ribbon. When the device is ready, choose **Retry**. See the section *Device Errors* in this appendix for information on the **Abort, Retry, Ignore?** prompt.

Message:

Operation cancelled. No action taken.

Cause: This is an informational message confirming that the File Manager operation that you were performing is cancelled (you pressed **F8**). (FILE MANAGER)

Remedy: Not applicable.

Message:

Path <drive:path> does not exist.

Cause: You're trying to run an application (that you added previously) whose path does not exist on any currently inserted disc. (PAM)

Remedy: Press **Continue** **F8**. Insert the disc containing the application into one of your drives and try the application again. If the path of the added application is incorrect, use PAM's **Manage Applics** to correct it, then start the application again.

Message

Please specify the drive from which PAM files are to be deleted.

Cause: The drive was not specified. PAMINSTL will not execute the delete option without the drive letter specified.

Remedy: Issue the command again and specify drive letter.

Message

Please specify only one drive for this operation.

Cause: You entered more than one drive for the delete option. The syntax is very strict for the delete option. You may not enter more than one drive with the delete option. (PAMINSTL)

Message:

Ran out of memory.

Cause: File Manager does not have enough memory to load its .MSG file. (FILE MANAGER)

Remedy: Reduce the number of device drivers and resident programs and restart your computer. If you cannot free enough space for File Manager, you may need to increase your computer memory.

Message:

Read fault error reading <device>
Abort, Retry, Ignore?

Cause: MS-DOS is unable to read data from the specified device (usually a disc drive). (MS-DOS)

Remedy: Make sure that the disc is inserted properly in the

disc drive and choose **Retry**. If the message is displayed again, choose **Abort** and retry the command with a different disc. See the section *Device Errors* in this appendix for information on the **Abort, Retry, Ignore?** prompt.

Message:

Sector not found error reading (writing)
<device>
Abort, Retry, Ignore?

Cause: The sector containing the data could not be located on the specified disc. This usually means that the disc has a defective spot. (MS-DOS)

Remedy: If the defective disc has no files on it, replace it with another formatted disc and choose **Retry**. If the defective disc has files on it, choose **Abort** then copy the files from the defective disc to a good disc, then try the operation again using the good disc.

Message:

Since a new directory is unique, the name must be typed in.

Cause: You tried to create a new directory by selecting an existing directory name. (FILE MANAGER)

Remedy: Type the new directory name and press .

Message:

Syntax error

Cause: You typed an MS-DOS command incorrectly. (MS-DOS)

Remedy: Enter the MS-DOS command using the correct syntax.

Message:

Target disc is not a system disc. Please use /N.

Cause: Target disc does not have the operating system on it. (PAMINSTL)

Remedy: Use SYS command to make the target disc a system disc, then issue the command again. Or use the /N option.

Message:

The copy failed. Check path. No action taken.

Cause: You tried to copy a file to its own directory. (FILE MANAGER)

Remedy: Copy the file to another directory or disc.

Message:

The directory already exists. No action taken.

Cause: You tried to create a directory that already exists. (FILE MANAGER)

Remedy: Type a different name for the directory.

Message:

The directory contains no files.

Cause: You tried to list the contents of an empty directory. (FILE MANAGER)

Remedy: Delete the empty directory or add files to it.

Message: The drive name plus path must not exceed 64 characters.

Cause: You typed a path that is longer than 64 characters. (FILE MANAGER)

Remedy: Type a shorter path.

Message: The file exists. No action taken.

Cause: In naming a file or directory, you used a name that already exists. (FILE MANAGER)

Remedy: Use a unique name for the new file or directory.

Message: The file to copy cannot be found. No action taken.

Cause: The file does not exist, you typed the filename incorrectly, or you typed an incorrect path. (FILE MANAGER)

Remedy: Be sure the disc containing the file is in the drive and that the disc drive is turned on. Type the file's path correctly.

Message: The filename is a device, directory, or volume id. No action taken.

Cause: You did not enter a filename or it is the same as a device (such as PRN), directory, or disc name. (FILE MANAGER)

Remedy: Enter a valid filename.

Message:

The files are not selected.

Cause: You started a copy or rename operation without specifying the filenames to copy or rename. (**FILE MANAGER**)

Remedy: Select the files you want to copy or rename either by using the arrow keys then pressing **F10**, or by typing the names and pressing **Enter**. Then, start the operation over again.

Message:

The file to delete cannot be found. No action taken.

Cause: The file or directory does not exist. You either typed the filename incorrectly, or you typed an incorrect path. (**FILE MANAGER**)

Remedy: Be sure the disc containing the file is in the drive and that the disc drive is on. Type the file's name and path correctly.

Message:

The "from" file is hidden. No action taken.

Cause: You tried to use File Manager to copy, delete, or rename a hidden file. (A hidden file exists on a disc, but you cannot access it.) (**FILE MANAGER**)

Remedy: None. You cannot access a hidden file.

Message: The operation requires two unique file names.

Cause: You tried to rename or copy a file using the same name. (FILE MANAGER)

Remedy: Use a different filename for the new renamed file. Use a different disc or filename for the new copy.

Message: The parent directory does not exist.

Cause: You typed a directory name that does not exist. (FILE MANAGER)

Remedy: Enter the correct directory name and retry the operation.

Message: The rename failed. Check path. No action taken.

Cause: You either typed the filename incorrectly, or you tried to rename a file to the same name. (FILE MANAGER)

Remedy: Retype the filename, or use another filename.

Message: Unable to access selected disc. Check drive letter and disc.

Cause: You typed the disc drive letter incorrectly, or the disc is not inserted into the disc drive. (FILE MANAGER)

Remedy: Make sure the disc drive is on and that the disc is in the drive. Type the drive letter followed by a colon (A: B: C: etc.)

Message

Unable to change file attribute. Disc is write protected.

Cause: The drive is write-protected. (PAMINSTL)

Remedy: Correct the problem by removing write-protection, then issue the command again.

Message

Unable to delete file.

Cause: Unknown. (PAMINSTL)

Remedy: If the drive is a network drive, make sure it is not in use or locked. Restart the computer.

Message:

Unable to find <applic> on <drive:directory>

Cause: PAM can't find the application that you specified. If you chose an application from the PAM "added" applications list, it is not in the specified subdirectory or in the root directory of any of your disc drives. (PAM)

Remedy: Insert the flexible disc that contains the application into one of your disc drives, then press **Continue** (F8) and try again.

If the correct disc is already inserted, press **Continue** (F8). Use **Manage Applics** and **Modify Applics** in PAM to check the application name and path. Make any changes that are appropriate. Then select this application again on

the PAM Main Menu.

Message:

Unable to find COMMAND.COM on
<drive:directory>.

Cause: You have started an application that uses a batch file and PAM cannot find the COMMAND.COM file on the disc in the indicated drive. (PAM)

Remedy: Press Continue (**F8**), then copy COMMAND.COM onto the disc in the indicated drive. Restart the application.

Message:

Unrecognized command in CONFIG.SYS

Cause: An invalid command was found in the configuration file CONFIG.SYS. (MS-DOS)

Remedy: Check the commands in your CONFIG.SYS file, correct any errors then restart MS-DOS. (See the *User's Reference* for more information about the CONFIG.SYS file.

Message:

WARNING, ALL DATA ON NON-REMOVABLE DISK DRIVE
<X> WILL BE LOST!
Proceed with Format (Y/N)?

Cause: FORMAT is warning you that you asked to format your fixed disc. You are given the opportunity to cancel this request since all of the data on the hard disc will be destroyed. (FORMAT)

Remedy: Type **Y** to continue formatting the hard disc. Type **N** to cancel formatting the hard disc.

Message

WARNING -- file missing:

Cause: The source drive does not contain the complete PAM system. One or more PAM files are missing. (PAMINSTL)

Remedy: This is a warning. The target will not be fully functional. Copy the missing file from the Master disc.

Message:

Write fault error writing <device>
Abort, Retry, Ignore?

Cause: MS-DOS was unable to write data to the specified device. (MS-DOS)

Remedy: Make sure that the disc is inserted into the drive properly. Choose **Retry**. If you see the same message again, choose **Abort** and try the operation again with a different disc.

Message:

Write protect error writing <device>
Abort, Retry, Ignore?

Cause: You are trying to write data onto a write-protected disc. (MS-DOS)

Remedy: Remove the write-protect tab, reinsert the disc into the same disc drive and choose **Retry**. See the section *Device Errors* in this appendix for information on the **Abort, Retry, Ignore?** prompt.

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