

# ULTRIX

## Worksystem Software

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digital

DECwindows User's Guide

Order Number: AA-MA87A-TE

**ULTRIX Worksystem Software  
DECwindows User's Guide**

Order No. AA-MA87A-TE

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ULTRIX Worksystem Software, Version 2.0

Digital Equipment Corporation

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# About This Guide

## Purpose of This Guide

This manual describes how to use DECwindows.

## Who Should Use This Guide

This manual is intended for all ULTRIX DECwindows users.

## Structure of This Guide

This manual includes the following chapters:

- Chapter 1 - Opening DECwindows
- Chapter 2 - Using DECwindows
- Chapter 3 - Using UE
- Chapter 4 - Customizing UE
- Chapter 5 - Using the Session Manager
- Chapter 6 - Printing with DECwindows
- Chapter 7 - Running Remote Applications

# Conventions

mouse

The term *mouse* refers to any pointing device, such as a mouse, a puck, or a stylus.

MB1, MB2, and MB3

- MB1 indicates the left mouse button. MB2 indicates the middle mouse button, and MB3 indicates the right mouse button. (The buttons can be redefined by the user.)

PB1, PB2, PB3, PB4

PB1, PB2, PB3, and PB4 indicate buttons on the puck.

SB1, SB2

SB1 and SB2 indicate buttons on the stylus.

`Ctrl/x`

A sequence such as `Ctrl/x` indicates that you must hold down the key labeled Ctrl while you press another key or a pointing device button.

`PF1/x`

A sequence such as `PF1/x` indicates that you must first press and release the key labeled PF1, then press and release another key or a pointing device button.

`Delete`

A key name enclosed in a box indicates that you press a key on the keyboard.

...

In examples, a horizontal ellipsis indicates one of the following possibilities:

- Additional optional arguments in a statement have been omitted.
- The preceding item or items can be repeated one or more times.
- Additional parameters, values, or other information can be entered.

.  
. .  
.

A vertical ellipsis indicates the omission of items from a code example or command format; the items are omitted because they are not important to the topic being discussed.

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## Opening DECwindows



The DECwindows interface to the ULTRIX operating system gives you a visual way to organize your work in windows. With DECwindows, you can run these applications simultaneously on a single screen and switch between them. And because DECwindows provides an environment in which all applications have similar features, you use the same handful of techniques to interact with each application.

The exercises in this chapter will give you hands-on experience using DECwindows. In this chapter, you will learn how to

- Start a DECwindows session
- Run and use applications
- Manage windows, including moving windows, shrinking a window to an icon, expanding an icon to a window, and changing the size of a window
- Put a session on hold
- End a session

When you complete the exercises, you will be familiar with most of the techniques you need to know to use each DECwindows application successfully.

## What Are Windows?

You can think of your workstation screen as a desk top with sheets of paper lying on it. You can move the sheets of paper around and you can arrange sheets of paper above or below other sheets.

In DECwindows, these sheets of paper where you do your work are called **windows**. A window is an area on your workstation screen that represents all or part of an application. For example, one window you can open represents the Notepad text editor. In this window, you can create new files or edit existing ones. Other applications include a mail handler and a terminal emulator, which emulates a VT320 terminal.

## Using the Mouse

Traditional computing requires you to interact with your screen by typing text and pressing keyboard keys. The mouse—the hand-held pointing device attached to your workstation terminal—makes using DECwindows as easy as pointing to an item and clicking a button. You use the mouse to choose commands from a menu, to expand and shrink windows, and to rearrange the location of windows on your screen.

When you work with the mouse, make sure that the cable connecting it to the workstation is pointing away from you. Place the mouse on a smooth surface. As you move the mouse, watch your screen to see how moving the mouse moves the **pointer** on the screen in exactly the same way.

Usually the pointer is shaped like an arrow, but it can take on a different shape to reflect its position on the screen or the state of an application. For example, it becomes an I-beam when you move it over a **text entry field**, indicating that you can edit the text below, and a wristwatch when DECwindows is performing a task that needs a little more time to complete.

If you are using the mouse and run out of room on your desk, just lift the mouse and put it down where you have more room. The pointer does not move when you lift the mouse.

## Starting a Session

If the system startup procedure has been successful, your screen looks like this:

**Start Session**

login: | \_\_\_\_\_

Password | \_\_\_\_\_

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The Start Session **dialog box** is the gate through which you become authorized to use your workstation. DECwindows displays a dialog box whenever it needs information from you.

**Note** *Most workstations provide a screen timeout feature. After a period of inactivity, the screen goes blank. Any activity, such as moving the mouse or pressing a key, restores the screen image.*

The Start Session dialog box prompts you for your user name and password. When you or your system manager installed DECwindows, you may also have established an account for yourself with an associated password. Your account's name is your user name. Your user name is unique and identifies you to the system. In many cases, a user name is your first or last name. Your password is for your protection. Keep it secret so that other users cannot access your account.

You type your user name and password in the text entry fields. A **text insertion cursor** is visible in each field. The text cursor in the Username field blinks to indicate this field has **input focus**. When a text field or window has input focus, you see your keystrokes echoed there. The text cursor in the Password field is

dimmed, indicating that this field is currently disabled and that you cannot enter text in it.

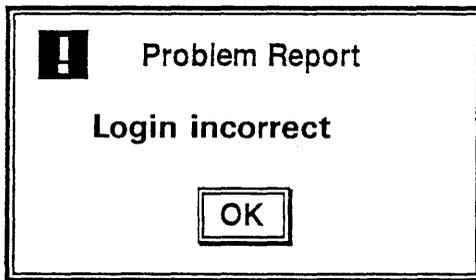
To start a session:

- 1 Type your user name.
- 2 **Select** the Password field by placing the pointer on the Password field and **clicking** MB1, or simply press the **Tab** key.  
You click on an object by pressing and quickly releasing the left mouse button, which is called MB1. (The middle mouse button is called MB2 and the right mouse button is called MB3.)  
The text cursor in the Password field blinks to indicate this field now has input focus.
- 3 Type your password.  
To preserve the secrecy of your password, the letters you type are not displayed on the screen.
- 4 Click on the OK button or press **Return**.  
This sends the information to the system.

The bold border around the OK button in the Start Session dialog box indicates it is the default option. Default options are those you will choose most frequently. DECwindows provides you with a shortcut to choose default options: Whenever you see a button with a bold border, pressing the Return key achieves the same results as clicking on that button.

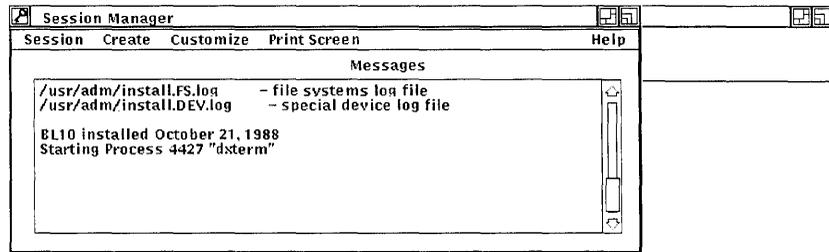
If you make a typing mistake before you click on the OK button, press the **<X>** key to erase the character to the left of the text cursor. To insert a character in the middle of text you already typed, point where you want the text inserted and click MB1. Or use the right and left arrow keys to move the text cursor right or left. The new characters you type push existing ones to the right.

If you provide incorrect information, or make a typing mistake and do not correct it, DECwindows does not let you start a session. Instead, it displays a Problem Report dialog box as a warning that you made a mistake.



Click on the OK button in the Problem Report dialog box, or press the RETURN key, to try again.

If your user information is correct, your session begins. Your screen looks like this:



- The **title bar** tells you the name of the application and contains window management buttons you can use to rearrange your screen display. Most windows have a title bar.
- The **menu bar** contains the names of menus you can choose from. Most windows have a menu bar.
- The **work region** is the area in a window where you interact with the application.
- **Icons** representing applications or objects appear in the icon box. If you want to keep an application readily available, but do not have room for it on the screen, you can shrink that application to an icon. Once you start an application, its icon appears in the icon box. When the application is running in a window, the icon is dimmed. The icon appears bold when the application is stored in the icon box.
- The **shrink-to-icon button** lets you shrink a window to an icon and store it in the icon box.

- The **push-to-back button** lets you move a window to the bottom of a stack of overlapping windows, or move a window to the opposite location in the stack.
- The **resize button** lets you change the size of a window.
- The **Session Manager** helps control the look and feel of your DECwindows session, and is available until you end your session. Use it to adjust your workstation settings, such as keyboard features and pointer shape. The Session Manager also displays system messages, which include error messages and status messages.
- The User Executive, called **UE**, lets you execute UE commands and gives you access to all DECwindows applications and to the ULTRIX operating system.

**Note** *The exercises in this chapter assume that a UE window was automatically opened at the start of your session.*

*If a UE window is not displayed on your screen, you may wish to start the UE now. To open a UE window:*

- *Point to the Session Manager's Create menu.*
- *Press and hold MB1.*  
*This highlights the Create menu name and pulls down a menu.*
- *While holding MB1, move the pointer through the menu.*  
*A rectangular outline surrounds each menu item as you move through the menu.*
- *Release MB1 on the UE window menu item.*

## Running Applications

To use an application, you must start it from the User Executive (UE) window or a DECterm terminal emulator window.

In the following exercises you will use the Mail application to learn how to:

- Choose an item from a menu
- Copy text from one location to another
- Move text from one location to another
- Move a window
- Change the size of a window
- Shrink a window to an icon

- Scroll through text
- Stack windows
- Exit an application

## Choosing from a Menu

To run Mail, you first pull down a **menu** in the UE window. You tell DECwindows what you want to do or what you want to work with by choosing items from menus.

First, just try looking at a menu:

- 1 Point to UE's Applications menu name with the mouse.
- 2 Press and hold MB1.  
This highlights the menu name and pulls down a menu.
- 3 Point to the other menus on UE's menu bar.  
The other pull-down menus are displayed.
- 4 Release MB1.

You display every menu on a menu bar in exactly this way.

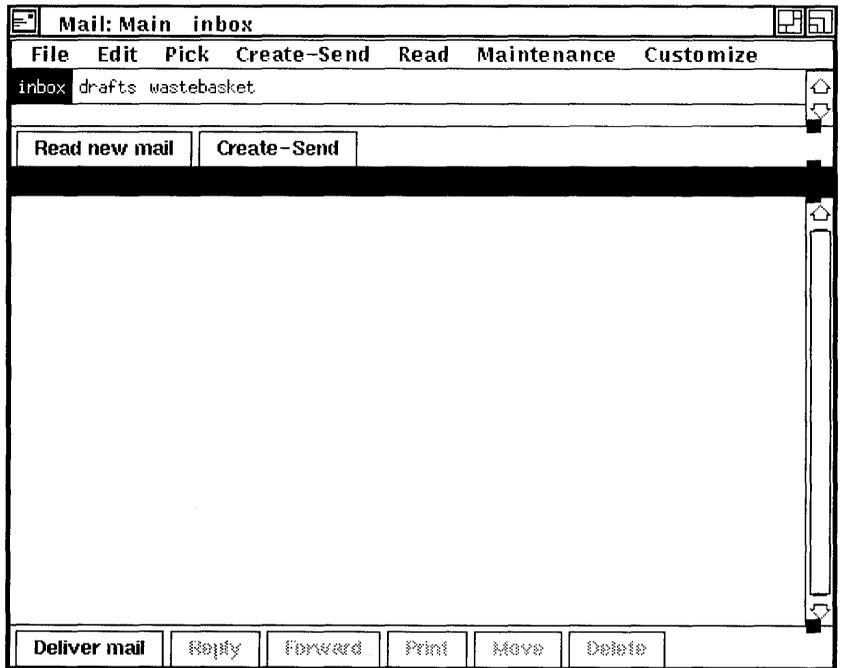
Now try choosing an item from the Applications menu:

### Applications

Calculator  
Clock  
DDIF Viewer  
Mail  
Notepad

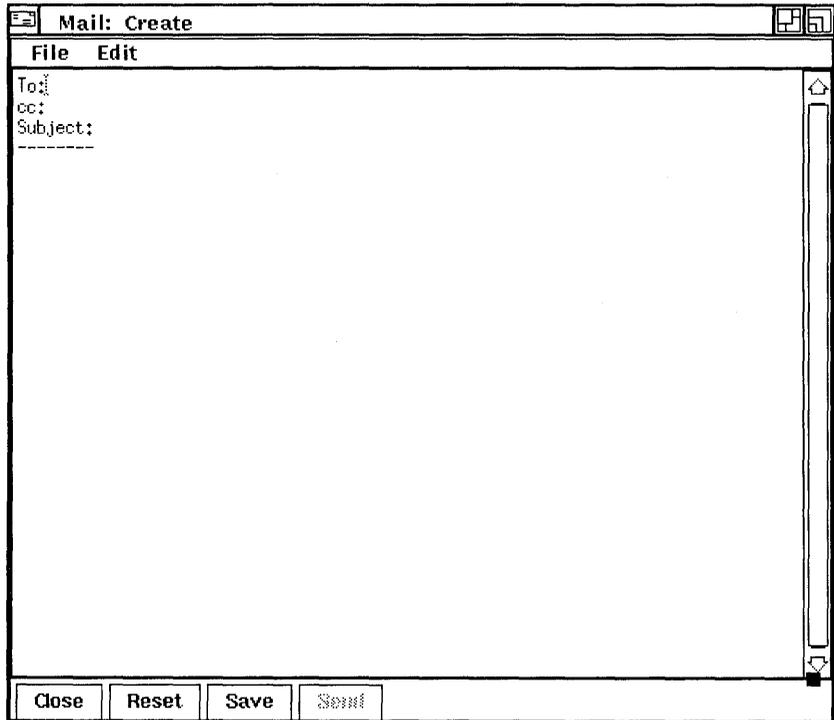
- 1 Point to UE's Applications menu.
- 2 Press and hold MB1.
- 3 While holding MB1, move the pointer through the menu.  
This technique is called **dragging**. A rectangular outline surrounds each menu item in turn as you drag through the menu. As long as you hold MB1, you can move up and down through the menu. If you release MB1 without choosing a menu item, the menu disappears and nothing happens.
- 4 Release MB1 on the Mail menu item.

In a few seconds, Mail's main window opens.



This window lists your mail folders and messages. You have three folders called inbox, mail, and wastebasket, and some messages.

Try creating a mail message. Move the pointer to the Create/Send button along the bottom of Mail's main window and click MB1. Mail opens the Create-Send window, where you will compose your message.



## Entering Text

You entered text in text entry fields when you typed your user name and password at the start of your session. In the Create-Send window, you enter the name of the user receiving the message, as well as other optional information, in the text fields.

While you can always move between text fields by pointing and clicking with the mouse, there's a shortcut available. In dialog boxes and applications, it's faster to press the TAB key to move to the next text field and the SHIFT TAB to move to the previous text fields.

Try sending a message to yourself. To create your message:

- 1 Move the pointer to the To text field.

- 2 Click MB1 to give it input focus.

The window's title bar is highlighted to indicate that this window has input focus. The text cursor blinks to indicate that the To text field has input focus and to show you where the text you type will appear.

- 3 Type your user name.

- 4 Press the **[Tab]** key twice to move to the Subject field and type MESSAGE FROM A FRIEND.
- 5 Press the **[Tab]** key to move to the message area underneath the Subject field and type your message.  
Make your message a grocery list that contains about six items. Type one item on each line. (You will see why later.) To delete any mistakes, use the **<X>** key.

## Copying Text

Mail, like many DECwindows applications, lets you copy text from one location to another. This saves you from retyping a large piece of text or a long file name.

First, you must let DECwindows know which text you want to copy by selecting it. Try selecting the text in your list in the Create/Send window:

- 1 Make sure the cursor is at the end of your grocery list.  
If it isn't, point to the end of the list and click MB1.
- 2 Move the pointer to the first character of text in your list.
- 3 Press and hold MB1.
- 4 Drag the pointer through the list.  
As you drag the pointer, the selected text is highlighted.
- 5 Select the entire list.
- 6 Release MB1.

Now make the grocery list twice its original length by adding the selected text to the bottom of the list.

- 1 Click MB3 to copy the text to the bottom of the list.  
The text is copied, but the original text remains selected.
- 2 Cancel the original selection by pointing to the selected text and clicking MB1.

When you are ready to send the message, click on the Send button in the Create-Send window. Mail notifies you that your message has been sent.

Now you can close the Create-Send window. Click on the Quit button in the Create/Send window.

## Moving a Window

You can rearrange the windows on your screen in any way you want. If one window partially obscures another, you might want to arrange them so that each is completely visible.

Try moving Mail's main window:

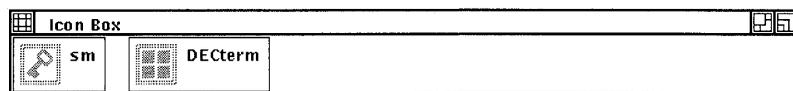
- 1 Move the pointer to the Mail window's title bar (anywhere but on a button).
- 2 Press and hold MB1.  
An outline of the window appears. Move the mouse around and watch how the outline moves accordingly.
- 3 Drag the outline a few inches to the right.
- 4 Release MB1.  
The Mail window is moved to its new location.

To cancel a window-moving operation in progress, click any other mouse button before releasing MB1. The outline disappears, and the window is not moved.

## Shrinking a Window to an Icon

Your screen is getting crowded, but you can make more room easily. By shrinking the Session Manager window to an icon, you free up space on your screen. Even as an icon, the Session Manager remains easily accessible. To shrink the Session Manager window, click on its shrink-to-icon button.

The window closes and its icon in the Icon Box appears bold.



Now there is more room on your screen to read your new message. Click on the Read New Mail button in Mail's main window. Mail displays your new message in a Read window.

## Changing the Size of a Window

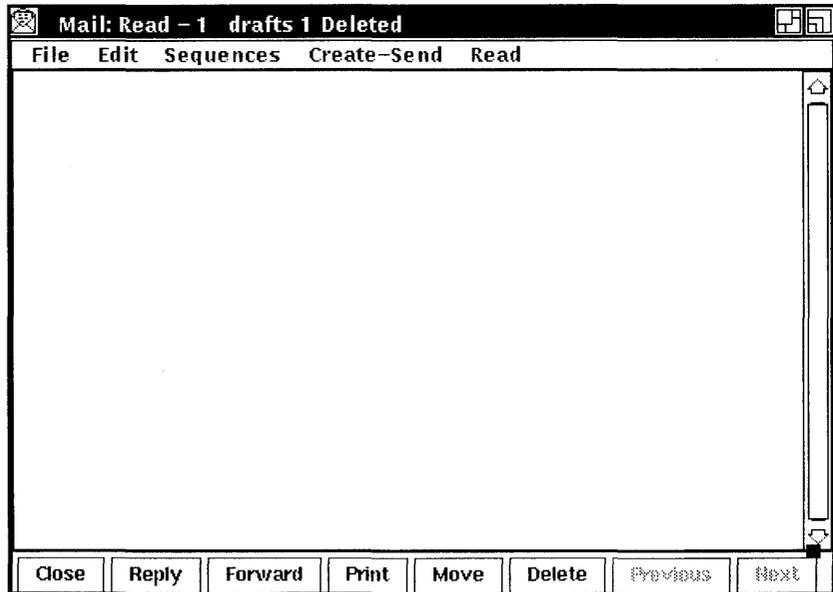
Sometimes you want to make the window you are working in very large. Other times, you might want several small windows, such as when several applications are running simultaneously. You change the size of the windows by using the resize button.

Try making Mail's Read window smaller so you can see more of the other windows on your screen:

- 1 Point to the Read window's resize button.  
If the Read window is flush against the right side of your screen, move the window to the left a few inches so you have enough room to move the pointer.
- 2 Press and hold MB1.  
The pointer changes shape.
- 3 Drag the pointer until it touches the bottom window border and then back toward the top.  
The outline stretches and shrinks in accordance with where you move the pointer and stops shrinking when the window is as small as it can get.
- 4 Drag the pointer until the window is half its original height.
- 5 Release MB1.  
The Read window is redrawn in the new size.

## Scrolling Through Text

If a document or message is too long to fit in one screen, **scroll bars** allow you to see text or graphics that cannot fit. If you made the Read window small enough, a scroll bar is visible on the right side of the Read window. Use this scroll bar to scroll through your mail message.



To scroll the text in the Read window up one line at a time:

- 1 Move the pointer to the down **stepping arrow** at the bottom of the scroll bar in the Read window.
- 2 Click MB1.
- 3 Continue clicking MB1 to scroll the text up one line at a time.

Similarly, click MB1 on the up stepping arrow to scroll the text down one line at a time. To scroll continuously, press and hold MB1 on the stepping arrow.

The position of the **slider**—the empty rectangle between the striped rectangles—in the scroll bar indicates your position in the text. A slider at the top of the scroll bar indicates you are at the beginning of the message. If the slider is at the bottom, you are at the end of the message.

In addition, the size of the slider is relative to the total amount of text in the document and indicates how much more text remains to be displayed. For example, a small slider indicates that much text remains undisplayed. A large slider that completely fills the scroll bar indicates that all the text is currently displayed.

## Exiting an Application

When you exit an application, you remove it from memory. To work with it again, you need to choose the application from UE's Applications menu or start it from a DECterm terminal emulator window.

When you are ready to exit from the Mail application:

- 1 Point to the File menu on the Mail window's menu bar.
- 2 Press and hold MB1.
- 3 Drag the pointer to the Exit menu item.
- 4 Release MB1.

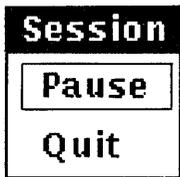
The Mail window closes and the Mail icon is removed from the Icon Box. To start Mail again, choose the Mail menu item from UE's Applications menu.

## Putting a Session on Hold

At any time, you can put your current session on hold indefinitely and lock your workstation without ending your session. When you put your session on hold, your screen is cleared. To continue your session, you must enter your password in the text field provided. Your session is maintained exactly as it was. This means you can resume working without having to re-create your screen environment.

To put your current session on hold:

- 1 If the Session Manager is stored as an icon, click on its icon.
- 2 Point to the Session menu on the Session Manager's menu bar.
- 3 Press and hold MB1.
- 4 Drag the pointer to the Pause menu item and release MB1.



Your screen is cleared and the Continue Session dialog box is displayed.

## Your Workstation Is Paused

Password

OK

Clear

To continue your session:

- 1 Type your password.
- 2 Click on the OK button or press `[Return]`.

Once the system verifies your password, your session resumes.

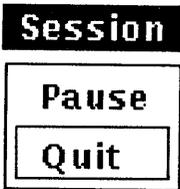
## Ending a Session

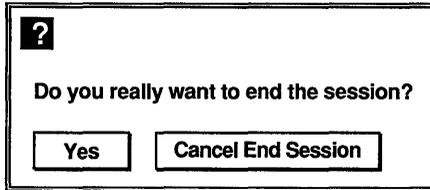
You can end a session at any time. When you end a session, DECwindows stops all applications and clears the screen.

To end your session:

- 1 Point to the Session menu on the Session Manager's menu bar.
- 2 Press and hold MB1.
- 3 Drag the pointer to the Quit menu item and release MB1.

If you suddenly change your mind and decide not to end your session, you have a second chance. The Session Manager displays a dialog box asking you to confirm that you indeed want to end your session.





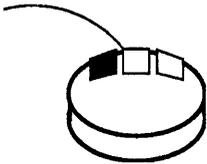
ZK-0232A-GE

To return to your session, click on the Cancel End Session button. To end your session, click on the OK button or press the Return key. All windows are closed and the session ends. DECwindows displays the DIGITAL logo and Start Session dialog box, ready to begin another session.



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## Using DECwindows



You work with most DECwindows applications by using the same handful of techniques. Whether you are already familiar with windowing software, or you just want a refresher on how to use a specific DECwindows feature, use this chapter to learn new skills or brush up on old.

### Using the Mouse

You can do all your work with DECwindows (except typing text and numbers) by mastering the following mouse techniques:

- To **point**: Using the mouse, move the cursor to where you want the next action to occur.
- To **click**: Point to the object you want to select. Quickly press and release MB1.
- To **press**: Point to the menu name, scroll bar stepping arrow, or wherever you want the action to occur. Without moving the mouse, press and hold MB1. If you are pointing at a menu name, pressing MB1 pulls down a menu and keeps it down until you release MB1.
- To **drag**: Point to the object you want to move. Press MB1. While holding MB1, move the object to the desired location and release MB1. To cancel a drag in progress, click another mouse button before releasing MB1.
- To **double-click**: Point to the object and click MB1 twice in quick succession.
- To **shift-click**: Point to the object. Press and hold the Shift key and click MB1. Release the Shift key.

## Choosing Items from Pull-Down Menus

Some pull-down menus contain commands. Others contain the names of items you can work with. You tell DECwindows what you want to do or what you want to work with by choosing items from pull-down menus. Any menu item followed by three ellipsis ( . . . ) is your cue that a dialog box will be displayed.

To choose an item from a pull-down menu:

- 1 Point to the menu name whose menu you want to display.
- 2 Press and hold MB1.  
This highlights the menu name and pulls down a menu.
- 3 While holding MB1, drag the rectangular outline to the menu item you want.
- 4 Release MB1.

### Files



Copy...  
Display...  
Search...  
Create Directory...  
Move...  
Remove...

If you change your mind while looking at a pull-down menu, move the pointer outside the menu and release MB1. The menu disappears and no action is taken.

The applications described in the *DECwindows Desktop Applications Guide* are menu items on UE's Applications menu. To run these applications, choose them as you would any other menu item. You can also run these applications from a terminal emulator window. See Chapter 7 for more information about running applications from a terminal emulator window.

Some applications, for example, Mail, use command buttons to duplicate frequently used commands that are also available as menu items. To execute these commands quickly, click MB1 on the command button.

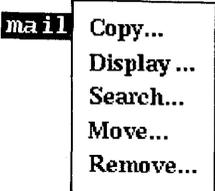
## Choosing Items from Pop-Up Menus

DECwindows provides pop-up menus to make it easier for you to work with files and applications. Pop-up menus give you quick and direct access to functions within applications.

To display a pop-up menu:

- 1 Press and hold MB2 on the work area.  
In UE, press and hold MB2 on the file type whose corresponding pop-up menu you want to display.
- 2 Drag the pointer to the menu item you want.
- 3 Release MB2.

### mail



Copy...  
Display...  
Search...  
Move...  
Remove...

## Supplying Information in Dialog Boxes

DECwindows displays a dialog box whenever it needs additional information from you to carry out a task. Sometimes you need to type text; other times, you need only click MB1 on a button to change a setting. Some dialog boxes display settings you chose earlier.

Dialog boxes contain various ways for you to supply information to an application:

- By typing text in a **text entry field**. The flashing text cursor shows you where the text you type will appear. What you type appears to the left of the text cursor. Use the **<X** key to correct typing mistakes.
- By choosing round **option buttons** or square **toggle buttons**. Option buttons let you select one option from a group. Toggle buttons let you turn a setting on or off.
- By changing the value in a **scale**. Dialog boxes often contain a scale and slider when you need to supply a numeric value. The arrow in the slider points to the current value.
- By selecting choices, for example, file names, from a **list box**. The list box may contain scroll bars if the available choices do not fit in the list box.
- By clicking on **command buttons**. Command buttons, such as OK, Cancel, or Filter, let you tell DECwindows what to do next with the dialog box.

A double outline around a command button indicates it is the default option. **Default options** are those you will choose most frequently. Usually, the OK button is the default option in a dialog box. Whenever you see a button with a bold border, pressing the Return key achieves the same results as clicking on that button.

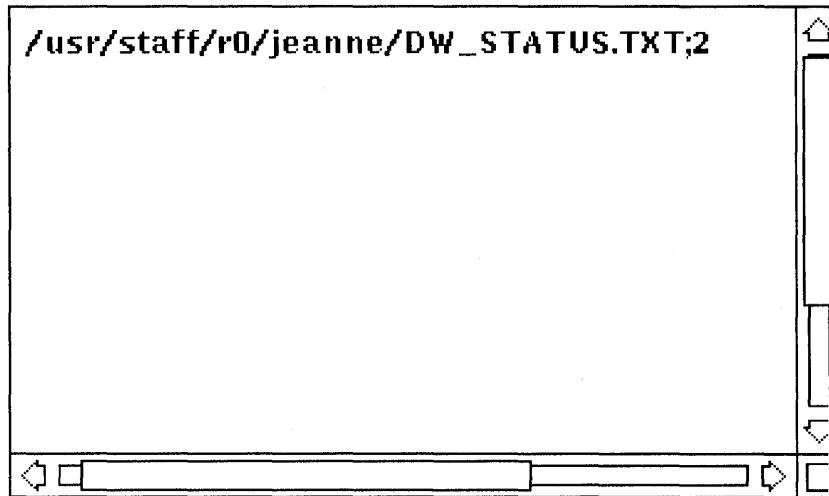
### Moving in a Dialog Box

How you move in a dialog box depends on the object to which you want to move. The following table describes the ways in which you can move in a dialog box:

To	Do This
Move forward between text entry fields	Press the Tab key. Or point to the field you want to move to and click MB1.
Move backward between text entry fields	Simultaneously press the Shift key and Tab key. Or point to the field you want to move to and click MB1.
Move the text cursor within a text entry field	Point to where you want the text inserted and click MB1. Or use the right and left arrow keys to move the text cursor right or left. New characters push existing ones to the right.
Change the numeric value on a scale	Drag the slider on the scale right or left. Or point to another location on the scale and click MB1.
Move to an option or toggle button and change the setting	Point to the option or toggle button and click MB1.

## Making Selections from List Boxes

List boxes may contain many kinds of items, but most often contain file names. To select from a list box, point to the item and click MB1. The file name is highlighted.



## Selecting Windows

When you have several windows open at once, you give one window input focus by **selecting** it. When a window has input focus, your typing and mouse activity are directed to that window.

To give a window input focus:

- 1 Point to a location in the window or title bar (anywhere except on a button).

In the Session Manager window, point to the title bar.

- 2 Click MB1.

The window's title bar becomes highlighted. Any keystrokes you type will appear in this window. The title bar is no longer highlighted when another window has input focus.

Occasionally, a dialog box will be missing a window management button, usually the resize or shrink-to-icon button. The window will not take input focus if you click MB1 in the space that these buttons usually occupy. To give this kind of window input focus, point to another location in the window and try again.

## Editing in DECwindows

DECwindows provides many ways for you to edit text. For example, most applications define specific keys to let you perform basic text editing operations. These keys let you move the cursor and delete small amounts of text efficiently. Many applications, including Calendar, Cardfiler, Mail, and Notepad Editor, also let you copy or move text within a window or between applications, thus saving you from retyping long file names or large blocks of text.

### Basic Text Editing Key Definitions

You can use the text editing techniques described in the following table in any text entry field in any DECwindows application. You can also use them in any application in which you add text to a file. These applications include Cardfiler, Calendar, Mail, and Notepad Editor.

<b>To</b>	<b>Press</b>
Move the text cursor one character to the right	Right arrow. In a text entry field with only one line, the text cursor does not move when you position it at the end of the line. In a text entry field with multiple lines, the text cursor moves to the first position in the next line.
Move the text cursor one character to the left	Left arrow. In a field with only one line, the text cursor does not move when you position it at the beginning of the line. In a field with multiple lines, the text cursor moves to the last position in the previous line.
Move the cursor up one line in a text entry field with multiple lines	Up arrow.
Move the cursor down one line in a field with multiple lines	Down arrow.
Move the text cursor to the beginning of the line	F12.
Move the text cursor to the end of the line	Shift/F12.
Move the text cursor forward between text entry fields	Tab.
Move the text cursor backward between text entry fields	Shift/Tab.
Delete the characters to the left of the text cursor	F13.
Delete the characters to the right of the text cursor	Shift/F13.
Delete the character to the left of the text cursor and move all text to the right of the deleted character one space to the left	Delete.
Delete the character after the text cursor and move all text to the right of the deleted character one space to the left	Shift/Delete. In overstrike mode, SHIFT/DELETE deletes the character under the block cursor.

## Selecting Text

Before you can copy or move text to other locations in a window or between windows, you must select the text you want to affect. The following table describes how to select text.

To	Do This
Position the cursor	Point to the location and click once on MB1.
Select a word	Point to the word and double click on MB1.
Select a line	Point to the line and triple click on MB1.
Select a paragraph	Point to the paragraph and click MB1 four times.
Select a module	Point to the module and click MB1 five times.
Select continuous text	Press and hold MB1 and drag the pointer through the text.
Extend the current selection	Shift/Drag MB1 through the additional text.
Extend the current selection	Shift/Click MB1. If the selection is null, Shift/Click MB1 extends the current selection to the position where the click occurred.

## Copying Text

Once you have selected text, you can copy it anywhere within a window if the application supports text editing. You can also copy text between application windows if both applications support text editing. Applications that support text editing include Calendar, Cardfiler, Mail, and Notepad Editor.

You can also copy text from a DECterm window into an application that supports text editing.

To copy text within a window or between applications:

- 1 Select the text you want to copy using the text selection techniques described in the previous section.
- 2 Point to where you want the text copied.
- 3 Click MB3.

The text is copied to the new location.

By using QuickCopy, you can work in one window, select text from another, and paste it in the original window all without losing input focus in your current window.

To use QuickCopy:

- 1 Press and hold MB3.
- 2 Drag the pointer across the text you want to copy.
- 3 Point to the location in your current window to which you want the text copied.  
Be sure the window has input focus.
- 4 Release MB3.  
The text is copied to the new location.

## Moving Text Between Windows

Between applications that support text editing, you can work in one window, select text from another, and move that text to the original window all without losing input focus in your current window.

To move text from one window to another:

- 1 Press and hold the Control key and MB3.
- 2 Drag the pointer across the text you want to move.
- 3 Point to the location in your current window to which you want the text moved.  
Be sure the window has input focus.
- 4 Release the Control key and MB3.  
The text is moved to the new location and deleted from the old.

## Using Pending Delete

By using the **Pending delete** function, you can delete large blocks of text in one motion instead of pressing the **<X>** key repeatedly. In the pending delete operation, currently selected text is deleted when you press any key and is replaced by your new text.

To cancel a pending delete selection, point to the selected text and click MB1.

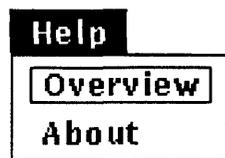
## Using Scroll Bars

The following table describes the different ways you can use a scroll bar:

To	Do This
Scroll the text up one line at a time	Click MB1 on the down stepping arrow.
Scroll the text down one line at a time	Click MB1 on the up stepping arrow.
Scroll the text up continuously	Press MB1 on the down stepping arrow.
Scroll the text down continuously	Press MB1 on the up stepping arrow.
Move to another location in the file	Drag the slider. This moves a ghost or outline of the slider. Releasing MB1 repositions the window to a location in the file that corresponds to the new slider location. Cancel the drag by clicking any of the other mouse buttons before releasing MB1.
Advance the window so that the desired text is at the top of the window	In the scroll bar, point to the line of text you want at the top of the window and click MB2. This is a shortcut for repeatedly clicking on the stepping arrow.
Move the window back so that the desired text is at the bottom of the window	In the scroll bar, point to the line of text you want at the bottom of the window and click MB3. This is a shortcut for repeatedly clicking on the stepping arrow.

## Getting Help

You can get help in many DECwindows applications by using the Help menu or the Help key. Help provides brief information about screen objects, concepts, or tasks you can perform in an application.



### Invoking Help

To get help in any DECwindows application, choose the Overview menu item from the application's Help menu. A Help window opens to display an overview of the topic.

To get help on screen objects such as menu names, menu items, and dialog boxes:

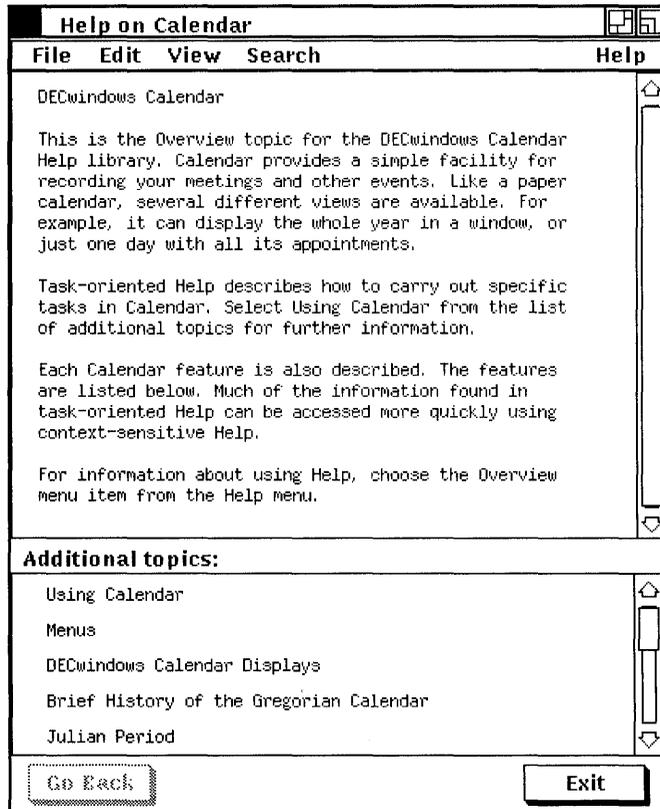
- 1 Point to the screen object.
- 2 Press and hold the Help key while you click MB1.

A Help window opens with information on the screen object. Help is also available for individual items in some dialog boxes.

## Help Window

The Help menu in every application contains the Overview and About menu items. To see an overview of your application, choose the Overview menu item. To get product information about your application, such as the software version number, choose the About menu item. Some applications also have the Glossary menu item, which lets you look up terms used in your application.

Choosing any menu item from the Help menu displays a Help window.



- The **menu bar** displays the names of menus available in Help.
- The **Help frame** contains text describing the current topic.
- The **List of additional topics** contains topics you can select to display information about the desired topic. You select these topics by pointing to them and double clicking MB1.
- The **Help buttons**, Go Back and Exit, let you display the previous Help frame or exit Help by clicking on the appropriate button.

**The Help Menu Bar** The menu bar of the Help window contains the following menus:

- File
- Edit
- View
- Search
- Help

The following table describes each menu on the menu bar and its respective menu items.

From the	Choose	To
<b>File Menu:</b>		
	Save As...	Invoke a dialog box that allows you to save a copy of the current Help topic in a specified file.
	Quit	Dismiss the current Help window.
<b>Edit Menu:</b>		
	Copy	Copy a selected portion of the current topic to the clipboard.
	Select All	Select the entire current topic.
<b>View Menu:</b>		
	Go To Topic	Replace the current topic with the selected additional topic.
	Go Back	Replace the current topic with the previous topic.

From the	Choose	To
	Go to Overview	Replace the current topic with the application-specific Overview topic.
	Visit Topic	Create a new Help window containing the selected additional topic. The current Help topic remains displayed in the previous window.
	Visit Glossary	Create a new Help window containing the current application Glossary. The current Help topic remains displayed in the previous window. Not all applications include a Glossary.

#### Search Menu:

History...	Invoke a dialog box that lists the titles of all the Help topics viewed during the current Help session. You can display a specific topic by selecting a topic from the list box and clicking on the Go To or Visit buttons.
Title...	Invoke a dialog box that allows you to display a list of topic titles that contain a particular word or phrase. To display a list of related topics, enter the key word or phrase in the text entry field and click on the Apply button.
Keywords...	Invoke a dialog box that lists all the keywords for your application. To search for keyword-related topics, enter a keyword in the text entry field or select a keyword from the list box. Then click on the Apply button to display a list of titles for topics that correspond to the specified keyword.

#### Help Menu:

Help	Provide information about using DECwindows Help.
------	--

From the	Choose	To
	About	Provide product information about DECwindows Help, including the copyright notice and version number.

## Managing Windows

This section describes how to manage (shrink, move, change the size of, and stack) windows using components of the title bar. Figure 2-1 shows a sample title bar. You can use a DECterm window to practice these window management techniques.

**Figure 2-1 Sample Title Bar**



Four elements on the title bar let you change the window's size, shape, and location. From left to right, the title bar elements are

Shrink-to-icon button	Shrinks the window to an icon.
Application title	Identifies the name of the application; can be used to move the window.
Push-to-back/opposite button	Depending on whether you change the state of your windows, moves a window to the bottom of a stack of overlapping windows or moves the window to the opposite location in the stack.
Size button	Changes the size of the window.

## Shrinking Windows

To make more room on your screen, you can shrink a window to an icon. As an icon, an application remains active and easily accessible. To shrink a window, click on its shrink-to-icon button. The window closes and its icon in the Icon Box appears bold. To expand the application's icon to a window, click on its icon in the Icon Box.

## Moving Windows

You can rearrange the windows on your screen in any way you want. If one window partially obscures another, you can arrange them so that each window is completely visible.

To move a window:

- 1 Point to the window's title bar (anywhere but on a button).

- 2 Press and hold MB1.

An outline of the window appears. When you move the mouse, the outline moves accordingly.

- 3 Drag the outline to the new location.

- 4 Release MB1.

The window is moved to its new location.

To cancel a window-moving operation in progress, click any other mouse button before releasing MB1. The outline disappears, and the window stays in its original location.

## Sizing Windows

You can change the size of a window in one dimension (height or width) or in both dimensions simultaneously.

To change the size in one dimension:

- 1 Select the size button and move the pointer across one border of the window.

A dotted outline appears. When you move the mouse, the dotted outline moves accordingly.

- 2 Drag the border outline until you are satisfied with the size.

- 3 Release MB1.

To change the size in both dimensions:

- 1 Select the size button and move the pointer across one border and then across an adjacent border.

A dotted outline appears. When you move the mouse, the dotted outline moves accordingly.

- 2 Drag the border outline until you are satisfied with the size.
- 3 Release MB1.

To cancel the sizing operation while you are dragging the outline, click another mouse button before releasing MB1. The dotted outline disappears, and the window retains its original size.

## Stacking Windows

You do not have to move a window in order to see its entire contents. When windows are overlapping, clicking on a window's push-to-back button pushes that window to the bottom of the stack. The next window is then fully visible.

To stack your windows in a different order:

- 1 Move the Read window so that it partially obscures Mail's main window.
- 2 Point to the Read window's push-to-back button.
- 3 Click MB1.

The Read window is pushed to the bottom of the stack and Mail's main window pops to the top of the stack.

If you try this repeatedly with three or more windows, you see that the windows cycle through the stacking order, moving up one position each time a window is moved to the bottom of the stack.

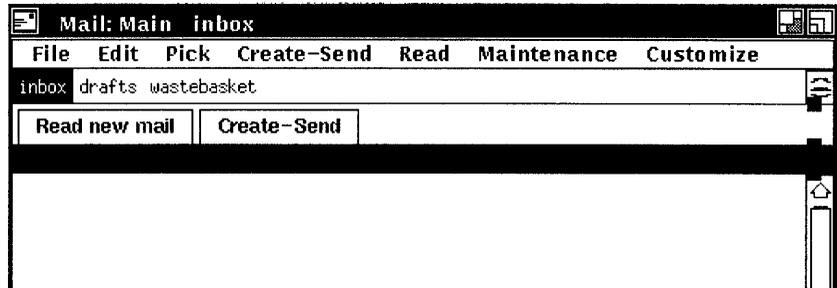
**Making Stacked Windows Stick in Place** When you are working with stacked windows and give a window input focus, DECwindows automatically moves that window to the top of the stack. You can, however, make your windows stick in the stacking order, even when you give them input focus, by using a technique called **shift clicking**. This way, you can arrange windows on your screen to display only what you need to see and then secure them in place.

To make a window stick in place:

- 1 Move the Mail window so that it overlaps the UE window. Remember, clicking MB1 on a window pops a window to the top of the stack.
- 2 Move the pointer to the Mail window's push-to-back button.
- 3 Shift click by pressing and holding the SHIFT key, clicking MB1, and releasing the SHIFT key.

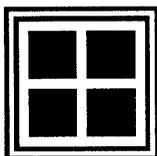
The Mail window is pushed to the bottom of the stack.

Drag the other windows out of the way and look at the lower right-hand corner of the push-to-back button on the Mail window's title bar. It is darkened to indicate that the window is stuck in the stacking order. It will not pop to the top of the stack when you give it input focus. Similarly, an unshaded push-to-back button is your cue that the window is "unsticky."



You can still, however, push a stuck window out of the way or bring it to the top of the stack to see it unobscured. Clicking on a window's darkened push-to-back button moves that window to the opposite position in the stack, but does not give it input focus. Thus, a top window moves to the bottom of the stack and a bottom window to the top. A window in the middle of the stack moves to the top the first time you click on its darkened push-to-back button, and then alternates between the bottom and top.

**Releasing Windows** To release the stuck Mail window, shift click again on its push-to-back button. If the Mail window was on the bottom of the stack, it pops to the top; if the window was on top, it is pushed to the bottom. Notice that the Mail window's push-to-back button is no longer darkened. Giving the Mail window input focus will once again pop it to the top of the stack.



The ULTRIX User Executive (UE) provides a window that lets you access the ULTRIX operating system and DECwindows applications. UE provides commands for you to work with directories and files. You can use these commands to copy, search, remove, and display files.

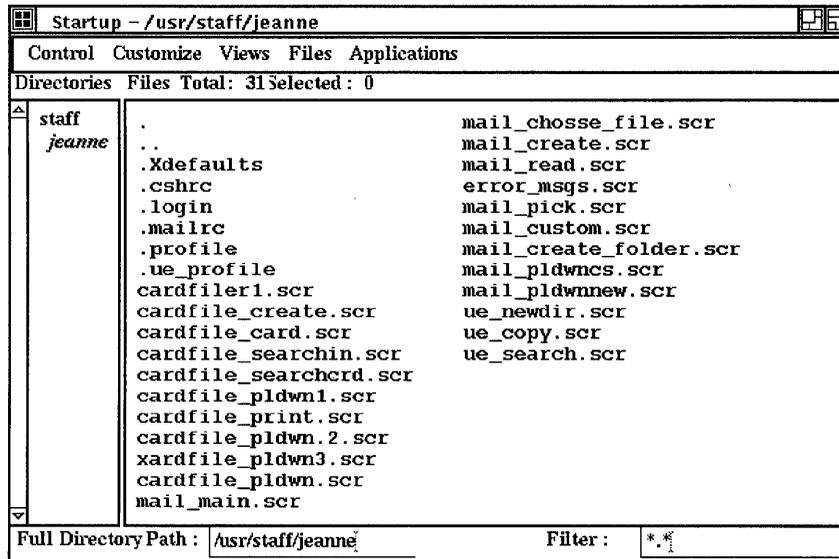
In this chapter, you will learn how to run applications, use commands to perform file tasks, get helpful information about files, and navigate the directory structure to gain quick access to files.

## Starting the User Executive

To start the UE window, choose the UE Window menu item from the Session Manager Create menu , or enter the following command in a DECterm terminal emulator window:

```
% dxue &
```

The UE window on your screen looks like this:



- The title bar displays the name of the application and the name of the current directory.
- The menu bar displays the names of UE's menus: Control, Customize, Views, Files, and Applications.
- The **Directories** list box displays a list of your directories, including the current directory, the directory directly above it, and any subdirectories. The name of the current directory appears in italics.
- The **Files** list box contains information about the files in the current directory. This information is called a **file view**. When you first start UE, this file view contains a list of the files in the current directory.
- The **Full Directory Path** text entry field displays the name of the current directory. Unless you specify otherwise, you are placed in this directory whenever you start the UE.
- The **Filter field** text entry field lets you list a subset of files in the current file view. By entering a file specification here, you can also list the contents of a directory without changing your current directory.

- The **Total** field displays the number of files in the current directory.
- The **Selected** field displays the number of files currently selected.

## Working with UE

The UE window makes it easy to access the ULTRIX operating system and DECwindows applications. From the UE, you can run applications and perform file operations on files that you select. Because you select commands from a menu, you don't need to remember the format of system commands.

### Running Applications

You can start many DECwindows applications from UE. To start an application, choose the application you want to run from UE's Applications menu. DECwindows starts the application in a new window and places its icon in the icon box. The UE window remains available for you to start additional applications or to perform other tasks.

### Making Selections

Before you perform a task, you can **select** the file you want to work with. DECwindows highlights the file you select, and the next command you choose affects that selected file.

To select a file from your file view:

- 1 Move the pointer to the file you want to select.
- 2 Click MB1. The file name is highlighted.

Selecting one file at a time cancels the previous file selection. UE keeps track of the number of files currently selected.

To select a block of adjacent files from your file view:

- 1 Move the pointer to the first file in the range.
- 2 Drag the pointer through the files you want to select.  
The block of files is highlighted and UE reports the number of files selected.

To select two or more nonadjacent files from your file view:

- 1 Move the pointer to the first file you want to select and click on MB1.

- 2 Press and hold the SHIFT key and click MB1 on the other files you want to select.
- 3 Release the SHIFT key.  
The files you selected are highlighted and UE reports the number of files selected.

To select all of the files in your file view, choose the Select All menu item from UE's Control menu. All the files in your file view are highlighted and UE reports the number of files selected. Choose the Select None menu item from UE's Control menu to cancel a select all operation.

If you choose a command without first selecting a file, UE will open a dialog box to prompt you to type one or more file names.

If you select a file or files and then perform a command on them, UE displays a dialog box that lists the selected files or files that you selected. You can make changes to this list of files at this time.

## Updating Your File View

When you make changes to the contents of your directory, for example, by renaming or deleting a file, UE automatically updates your file view to reflect those changes.

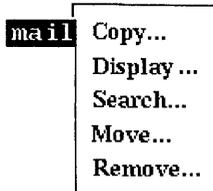
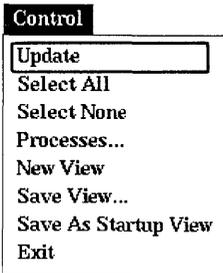
If you change any information in the Full Directory Path or Filter text entry field, choose the Update menu item from UE's Control menu, or press the RETURN key to update the file view.

## Shortcuts for Accessing Commands

To make your session easier to use and more efficient, UE gives you two shortcuts when using commands: pop-up menus and double-click command definitions.

**Using Predefined Pop-Up Menus** Because you often perform the same few tasks on certain files, UE provides a pop-up menu that makes it easier for you to work with files.

To see which commands are predefined on a pop-up menu for a specific file, press and hold MB2 on a file in your file view. A pop-up box appears with the commands listed that can be performed on that file. Choose the command from the pop-up menu by releasing MB2 on the command that you want to perform.



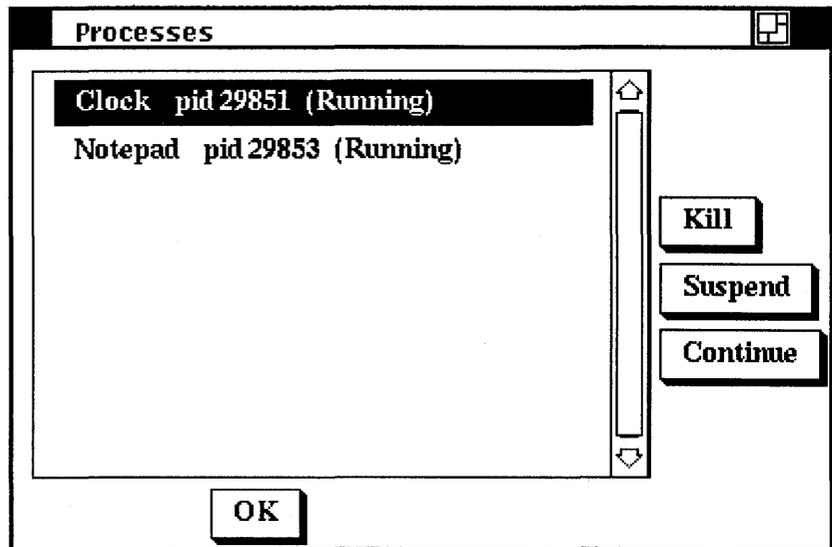
**Using Double-Click Commands** UE executes specific predefined commands when you double-click on file names with certain file types. Double-clicking on most file types executes a Show command on that file. Double-clicking on other file types, however, executes different commands. For example, double-clicking on a card file opens the Cardfiler. Double-clicking on an executable file executes the Run command on that file.

## Keeping Track of Work in Progress

You can monitor and control the processes you start from a UE window. These processes include:

- DECwindows applications currently running and started from UE.
- Processes started as the result of choosing a command from UE's File menu (such as Copy, Search, Create Directory, and so forth).

To monitor your processes, choose the Processes... menu item from UE's Control menu. The Processes dialog box opens.



The dialog box displays the processes currently running. Status for each process is displayed in parentheses. Toggle buttons let you suspend, continue, or permanently stop a process you select.

To suspend a process:

- 1 Choose the Processes... menu item from UE's Control menu.

- 2 Select the process you want to suspend.  
The process name is highlighted.
- 3 Click on the Suspend button.  
In the highlighted process name, the word Stopped appears in parentheses to indicate that the process is suspended.  
Click on Continue to restart a suspended process.
- 4 Click on the OK button or press **Return**.

To permanently stop a process:

- 1 Choose the Processes... menu item from UE's Control menu.
- 2 Select the process you want to permanently stop.  
The process name is highlighted.
- 3 Click on the Kill button.  
The process is stopped and the highlighted item is removed from the list box.
- 4 Click on the OK button or press **Return**.

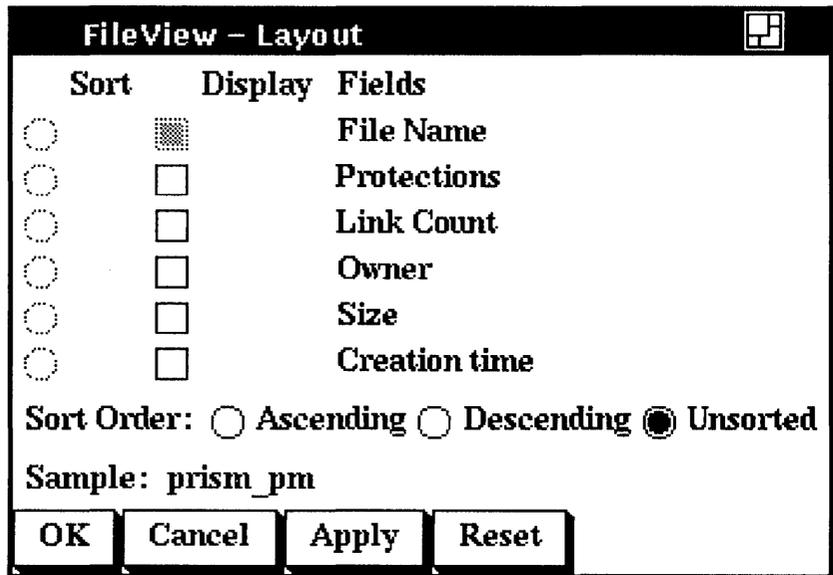
## Changing the Way a File View Looks

When you first start the UE, your file view lists the files in your current directory.

You can change the way the files in your file view are listed. You might want to list each file by its size or the date it was created, or change the order in which the files are listed.

To change the way that files are listed, choose the File Properties... menu item from UE's Customize menu. A dialog box is displayed.





The Layout dialog box is divided into two sections: a Display Fields column and a Sort column. Some settings are preset and are already in effect. When you change settings using the Layout dialog box, the changes are set for every subsequent file view until you change the setting again.

### Changing the Fields in Your File View

By using the toggle buttons in the Display Fields column, you can display the following information about each file in your file view:

- The **File Name** displays the unique file name for the file.
- The **Protections** field displays the protection settings for the file.
- The **Link Count** field displays the number of links for the file.
- The **Owner** field displays the owner, in numeric or textual format, of the file.
- The **Size** field displays the size, in bytes, of the file.
- The **Creation Time** field displays the date and time the file was created.

Notice that the file name toggle button is preset. The file view shown in these examples reflects this.

## Changing the File Order in Your File View

Unless you specify otherwise, the files in your file view are listed in the order in which they appear in the directory structure. Because UE imposes no order on these files, they are considered unsorted.

You can change the file order by clicking on either the Ascending or Descending Sort Order button, then clicking on one of the toggle buttons in the Sort column. For example, click on the File Name toggle button under the Sort column to list files alphabetically. Or, click on the Size toggle button to list files by size. You can choose only one option from the Sort column at a time.

## Displaying a Partial File View

Sometimes you want to display only a subset of files, for example, only files that start with “chapter.” You can display a partial file view by blocking out those files you don’t need to see. To display a partial file view:

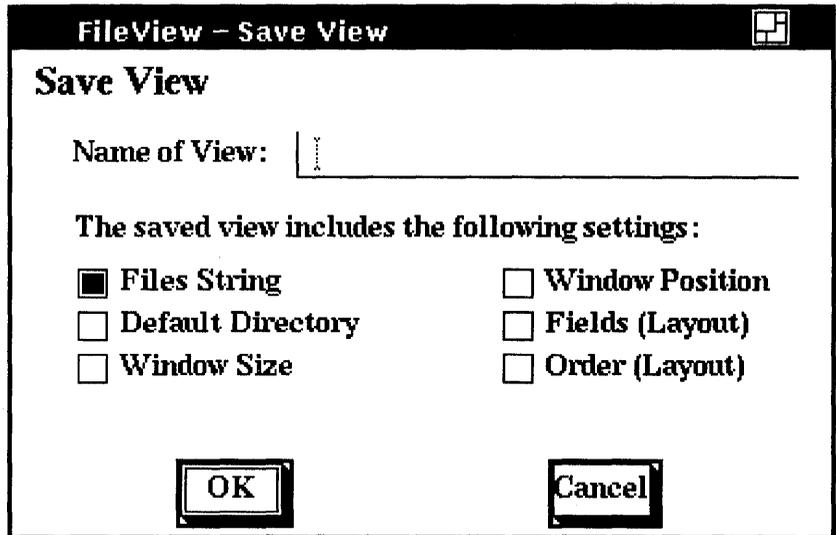
- 1 Give the Filter text entry field input focus.
- 2 Type the file or files you want to list in your file view.  
For example, to see all files that begin with “Chapter” in your current directory, type Chapter\*.
- 3 Press .

When you use the asterisk wildcard, the file view displays only the files that match the characters you specified.

## Saving a File View

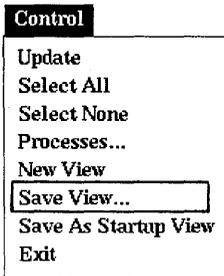
Once you have modified a file view to your satisfaction, you can save it. You might want to save a file view that you need to redisplay often, for example, a file view of a subdirectory you use frequently. Using a saved file view in this way establishes a shortcut for ascending and descending the directory structure.

You save a file view by choosing the Save View command from the UE Control menu. The Save View dialog box is displayed.



- Saving the **Files String** preserves the text you specify in the file view.
- Saving the **Default Directory** preserves the directory you specify in the Full Directory Path text field.
- Saving the **Window Size** preserves the size of the UE window on your screen.
- Saving the **Window Position** preserves the location of the UE window on your screen.
- Saving the **Fields** preserves the field settings—such as Create Date and Size Used—you specify in the Layout dialog box.
- Saving the **Order** preserves the order settings—such as Unsorted or By Name—you specify in the Layout dialog box.

To save a file view:



- 1 Display the file view you want to save.
- 2 Choose the Save View... menu item from UE's Control menu. UE displays a dialog box.
- 3 Choose portions of the view that you want to save.
- 4 Type the name of the view you want to save.  
The file view is saved. The name of the saved view appears as a menu item in UE's Views menu.

Your login directory is a file view that has already been saved for you. You can redisplay a saved view by choosing its corresponding menu item in UE's Views menu.

You can supersede a saved file view by saving another file view under the same name. To supersede a saved file view, display the new file view you want to supersede the old and then save it, giving it the same name as the old file view.

## Restoring a Saved File View

When you restore a saved view, those components not saved are obtained from the current file view. By saving some components of a file view, such as the fields and order, but not a full file view, you can quickly change the look of your current file view.

To restore a saved file view in the current UE window:

- 1 Move the pointer to the Views menu.
- 2 Press and hold MB1.  
A list of your saved file views is displayed.
- 3 Drag the pointer to the saved view you want to restore and release MB1.

The saved file view is displayed in a new UE window.

**Views**

**Startup  
Screens**

## Working with Directories

To access files on your system, you need to know how to work with and navigate directory structures. By default, you can access your own directory and any other directories that are set up to allow public access.

With UE, you can perform the following directory operations:

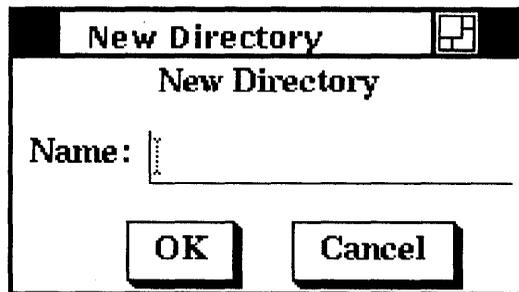
- Create a directory
- Navigate a directory structure
- Remove a directory
- Change directories

## Creating a Directory

You can do all your work, including using files and running applications, in your login directory and never move from it. However, by creating and using subdirectories, you can organize your files into convenient groups.

To create a directory:

- 1 Choose the Create Directory menu item from the Files menu. UE displays a dialog box.



- 2 Type the name of the directory you want to create.
- 3 Click on the OK button or press `[Return]`.

## Navigating a Directory Structure

UE's Directories list box lets you move up and down your directory structure and access files easily. When you select another directory, you can display the files in that different directory in the file view.

When you first run UE, the current directory is your own login directory. The Directories box lists the names of the subdirectories that you have in your home directory, plus the directory above. The current directory is always displayed in an italic font to help keep you oriented. The file view lists all the files, including directories, in your login directory.

To display files in a different directory, select that directory in the Directory box. For example, if you select the directory Mail, your file view displays a list of files and directories in your Mail directory.

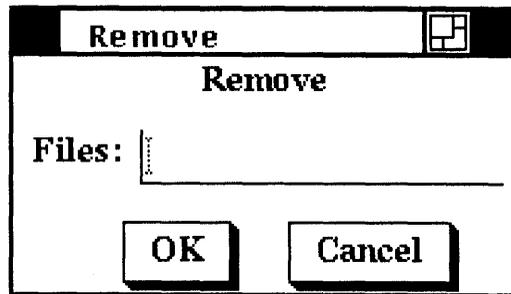
If you want to display a directory that doesn't appear in the Directories box, you can type the name of that directory in the Full Directory Path text entry field and press RETURN. To return to your home directory, type the name of your directory in the Full Directory Path text field and press RETURN.

## Removing a Directory

Remove a directory by using the Remove... menu item from the Files menu.

To remove one or more directory files:

- 1 Select the directory files you want to remove.
- 2 Choose the Remove... menu item from the Files menu.  
A dialog box appears asking you to confirm the directory specifications you selected.



- 3 Click on the OK button when you're satisfied with your selection.

The directory you specify and any files in that directory will be deleted.

## Working with Files

UE provides commands that let you:

- Create directories
- Copy files
- Display the contents of files
- Move files
- Search files for text strings
- Remove files

Because you select commands from a menu, you don't need to remember the format of system commands. To execute a command, simply choose the command from UE's Files menu.

When you choose a command, UE displays a dialog box to prompt you for any command parameters and provides status information until the task has completed.

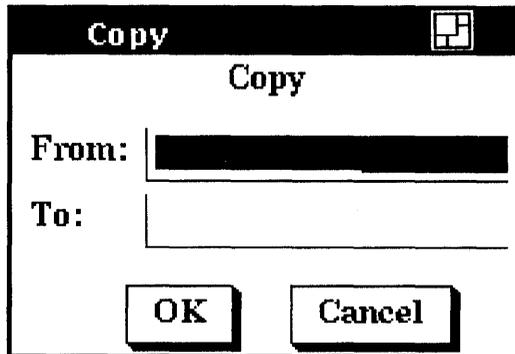
### Copying Files

You can copy a file to a new file name or copy a group of files to a group of new files. When you copy a file to another file name, the original file remains unchanged.

**Copying One File to Another** To copy a file to a new name or to a different directory:

- 1 Select the file you want to copy.
- 2 Choose the Copy... menu item from the Files menu.  
UE displays a dialog box.





- 3 Type the new file name, or the file name and full directory path you want the file copied to.
- 4 Click on the OK button or press .

If UE cannot copy the file, the TaskStatus box appears and displays an error message. Click on the OK button when you finish viewing the message.

If you choose the Copy command without first selecting a file, the Copy dialog box prompts you for the file name.

**Copying Groups of Files** You can copy multiple input files to multiple output files. To copy a group of files at the same time, you select the files and then copy them in one operation.

To copy a group of files in one operation:

- 1 Select the files you want to copy.
- 2 Choose the Copy... menu item from the Files menu.  
UE displays a dialog box.
- 3 Type the new file name or the full directory path you want the files copied to.
- 4 Click on the OK button or press .

For each file you selected, UE displays a dialog box that prompts you for a destination name for each file. If you enter a directory name here, the directory name will appear as the destination in succeeding dialog boxes. You can enter new file names or, by entering a directory name only, have the new files keep the same name.

If you choose the Copy command without first selecting a file, the Copy dialog box prompts you for the names of the files you want to copy. If you specify multiple input files, separate them with spaces.

To create multiple output files, specify multiple input files and include at least one of the following:

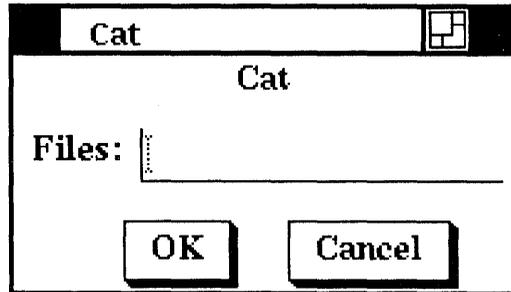
- An asterisk wildcard in the output directory, file name, or file type
- Only a directory specification as the output file specification.

## Viewing the Contents of Files

To view the contents of one or more files without making any changes, use the Display command.



- 1 Select the files you want to view.
- 2 Choose the Display... menu item from the Files menu.  
UE displays a dialog box prompting you to confirm your file selection.
- 3 Click on the OK button when you're satisfied with your selection.  
UE opens a TaskStatus list box and displays the files you want to view.



- 4 Click on the OK button when you finish viewing the file.

The task output window opens, and the file you specified is displayed. If the file contains more than one screen of text, the text scrolls off the screen.

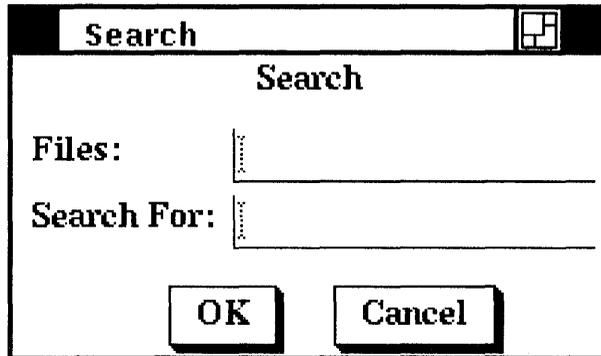
Use the scroll bars to redisplay the first 100 lines of text that scrolled off the screen. If the file contains more than 100 lines of text, a status message is displayed indicating that there is text that cannot be seen. Click on the OK button when you're done viewing the file.

## Searching Files for Text Strings

To search one or more files for one or more text strings, use the Search command.



- 1 Select the file or files you want to search.
- 2 Choose the Search... menu item from the Files menu.  
UE displays a dialog box.



- 3 Enter the text string you want to search for. Separate multiple text strings with spaces.
- 4 Click on the OK button or press `Return`.

The TaskStatus list box opens, displaying the lines in the files you specified that contain the text string you entered. If the output is more than one screen of text, use the scroll bars to redisplay the last 100 lines of text that scrolled off the screen. Click on the OK button when you finish viewing the text.

To use wildcards in the file specifications of the files you want to search, choose the Search command without first selecting any files. For example, if you choose the Search command, enter the file specification \*.script in the Files text field, and the string “write” in the Search For text entry field, all the files in the current directory with the file type \*.script will be searched for the text string “write”. The TaskStatus box displays each occurrence.

## Removing Files

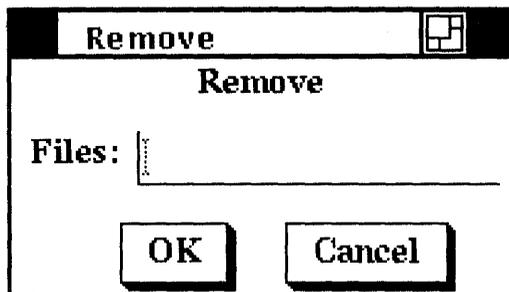
By removing the files you no longer need, you make room on your disk for other files. You remove files by using the Remove command from the Files menu.



To remove one or more files:

- 1 Select the files you want to delete.
- 2 Choose the Remove... menu item from the Files menu.

A dialog box appears asking you to confirm the file specifications you selected.



- 3 Click on the OK button or press `[Return]`.

To use wildcards in the file specifications of the files you want deleted, choose the Remove command without first selecting any files.

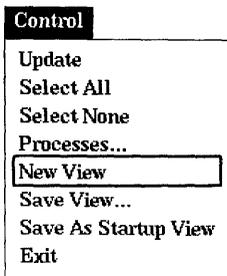
## Opening a New UE Window

You can open a new UE window that maintains the file and directory context of the current UE window. When you choose the New View menu item from UE's Control menu, UE copies the file view from the current window into the new UE window and updates it, leaving the current file view in its original state. Any changes you made to the current file view (such as deleting a file) without updating it are reflected in the new file view.

You can also open a new UE window that reflects changes you make to the Files or Default fields in the current file view:

- 1 Edit the Files or Default fields to reflect the new file view you want to see.
- 2 Choose the New View menu item from the Control menu.

A new UE window is opened whose file view reflects the new file and directory information you specified. The Files and Default fields in the current UE window are reset to the original text.

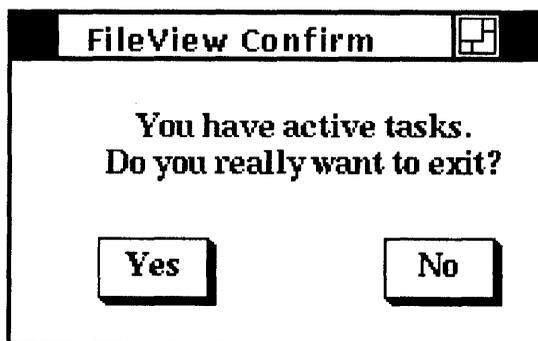


## Exiting from UE

### Control.

- Update
- Select All
- Select None
- Processes...
- New View
- Save View...
- Save As Startup View
- Exit

To exit from UE, choose the Exit menu item from UE's Control menu. If processes you started from UE are still active, UE displays a dialog box to confirm that you really want to exit.

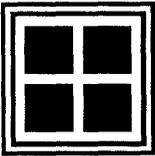


Click on the Yes button when you are ready to exit UE.



---

## Customizing UE Menus

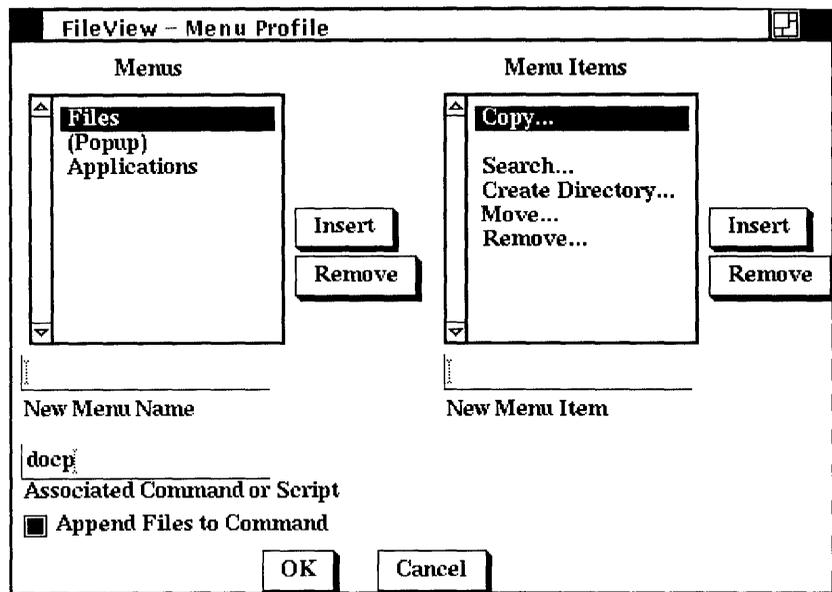


The ULTRIX UE makes it easy to start DECwindows applications and execute ULTRIX commands. You can use UE as it comes packaged for you or you can create a personalized environment.

This chapter tells how to customize your UE menus. You will learn how to add items to and remove items from UE menus, You'll also learn how to add new menu names to your UE window and create accompanying pull-down menus.

### Modifying Menus

Use UE's Customize menu to add items to your UE menus. When you choose the Edit Menus... menu item from the Customize menu, UE displays the Menu Profile dialog box.



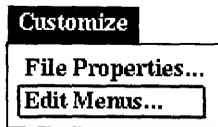
- The **Menus** list box contains the names of all defined menus.
- The **Menu Items** list box lists the menu items that are in the currently highlighted menu in the Menus list box.
- The **New Menu Name** text field lets you add a new menu name.
- The **New Menu Item** text field lets you add a new menu item.
- The **Associated Command or Script** text field shows you the command or script that runs when you choose a specific menu item. Use this text field to add a command or script to a new menu item.

The Menu Profile dialog box control buttons let you control how the changes take effect.

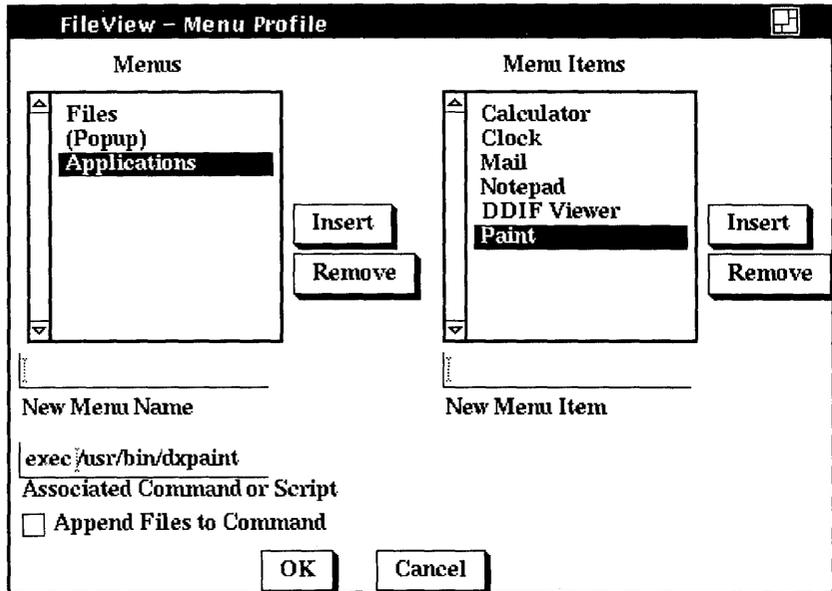
Click On	To
OK	Record new settings and dismiss the dialog box.
Cancel	Dismiss the dialog box without changing any settings.
Insert	Add a new name or item to the Menus or Menu Items list boxes.
Remove	Remove a name or item from the Menus or Menu Items list boxes.
Append Files to Command	Add a command or script to a new menu item.

## Adding an Item to an Existing Menu

You can add items to UE's Files, Applications, and pop-up menus. To add an item to a UE menu:



- 1 Choose the Edit Menus... menu item from the Customize menu.  
UE displays the Menu Profile dialog box.
- 2 Select a name from the Menus list box.  
For example, click on Applications to select the Applications menu. Note that the item names for this menu now appear in the Menu Items list box.
- 3 Give the New Menu Item text entry field input focus.
- 4 Type the name of the new item and then click on the Insert button or press **[Return]**.  
For example, click on the New Menu Item field then type the word "Paint". Click on the Insert button. Notice that the item "Paint" now appears in the Menu Item list box.



- 5 Give the Associated Command or Script text entry field input focus.

Type the associated command needed to start the new item and then press **Return**.

For example, click on the Associated Command or Script text field and type:

```
/usr/bin/dxpaint
```

- 6 Click on the OK button or press **Return**.

The new item is now displayed in a UE pull-down menu. If you added the Paint menu item, Paint is now listed as a selection in UE's Applications menu.

## Removing Menu Items

You can easily remove menu items that you don't want. To remove an item from a UE menu:

- 1 Choose the Edit Menus... menu item from the Customize menu.
- 2 Select the menu name that contains the menu item you want to remove.

The menu name is highlighted. The menu items are displayed in the Menu Items list box.

- 3 Select the menu item you want to remove and click on the Remove button.  
The item you selected is removed from the Menu Item list.
- 4 Click on the OK button or press `Return`.

## Adding New Menus

The Customize menu also makes it easy to add new menus to your UE window.

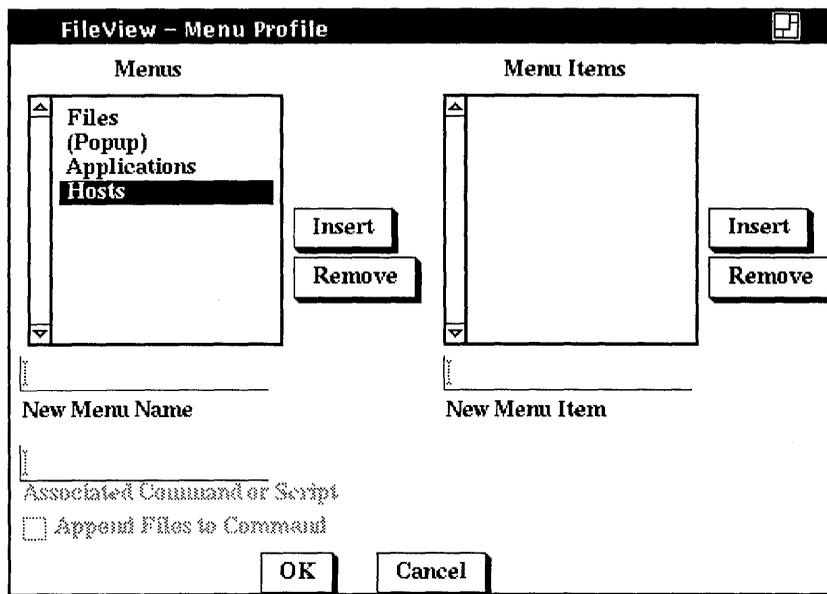
### Adding a Menu

You can create a new menu name and build an accompanying pull-down menu.

To add a menu to UE:

- 1 Choose the Edit Menus... menu item from the Customize menu.
- 2 Give the New Menu Name text entry field input focus.
- 3 Type the name of the new menu and then click on the Insert button. The name you type automatically appears in the Menus list box.

For example, click on the New Menu name text entry field and type the word Hosts. This menu could be a collection of remote systems to which you want to connect.

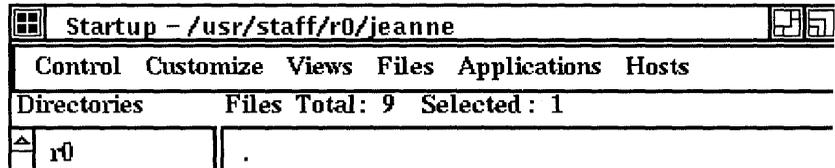


## Adding Items to a New Menu

A menu is made up of one or more items. To add a menu item to the menu you just created:

- 1 Give the New Menu Item text entry field input focus.
- 2 Type the name of the new menu item and then click on the Insert button.  
The name you type appears in the Menu Items list box.
- 3 Give the Associated Command or Script text entry field input focus.
- 4 Type the command or script you want run when the item is chosen from a menu then press .
- 5 Repeat steps 2 to 4 to add each new menu item.
- 6 Click on the OK button or press .

When you dismiss the Menu Profile dialog box by clicking on OK, the UE window is automatically updated; the menu you created now appears in the UE menu bar.



## Removing a Menu

You can remove menus that you do not need. To remove a menu from UE's menu bar:

- 1 Select the menu name that you want to remove from the Menus list box.
- 2 Click on the Remove button.
- 3 Click on the OK button or press .

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## Using the Session Manager



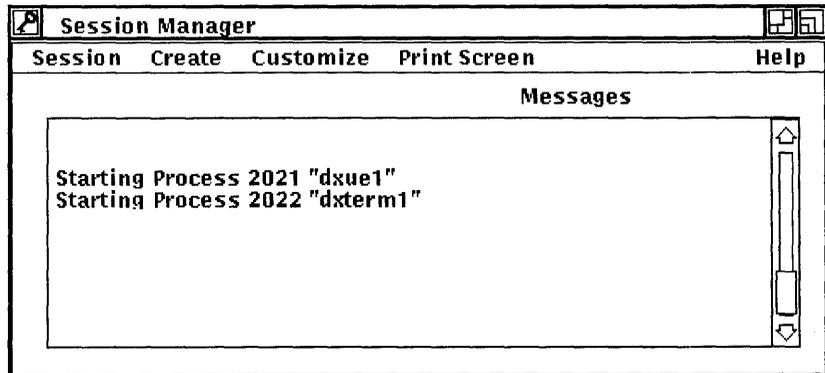
The Session Manager is displayed on your screen at the start of every DECwindows session. It acts as a control panel for your current session. From the Session Manager, you can create new terminal emulator and UE windows, capture window snapshots in a file for printing, lock your workstation, and end your DECwindows session.

You can also use the Session Manager to customize your DECwindows environment. You can make these changes for the current session only or save them so that every subsequent DECwindows session reflects your fine-tuning.

This chapter describes how to customize your workstation and DECwindows environment by choosing and saving new settings. Where appropriate, this chapter also describes how to customize the screen display for three types of workstations:

- Monochrome system—supports black and white output only
- Intensity system—supports shades of gray
- Color system—supports a full spectrum of color

The Session Manager window on your screen looks like this:



- The menu bar displays the names of menus available from the Session Manager.
- The Messages region displays system status information. When you start your session, this information includes a welcome message, the date you started your last session, and notification of any new mail messages.

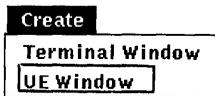
## Creating a Terminal Emulator Window



By choosing the Terminal Window menu item from the Session Manager's Create menu, you open a terminal emulator window, which emulates a VT320 terminal. From this terminal emulator window, you can use any command line interface to enter commands. If your system is part of a network, you can communicate with other systems and share information and resources.

See the *DECwindows Desktop Applications Guide* for more information about using a terminal emulator window.

## Creating a UE Window



By choosing the UE Window menu item from the Session Manager's Create menu, you open a User Executive window. From UE, you can access every DECwindows application and work with files and directories.

By default, a UE window opens whenever you start a DECwindows session. Most often, you open additional UE windows from within UE. The ability to open a UE window from the Session Manager is provided as a safety net: if only one UE window is open and you close it by mistake, you can still access UE.

See Chapter 3 for more information about using UE.

## Customizing Your DECwindows Environment

DECwindows comes to you with a host of preset options that you are invited to change. You can work successfully with DECwindows and never change these options, but by taking advantage of these customization features, you can design an environment to fit your own working style.



These options—which include keyboard, window, pointer, and security settings—are accessible from the Session Manager's Customize menu. By using the Customize menu, you can look at the current settings and choose and save new settings.

Choosing each menu item from the Customize menu displays a dialog box. In any of the Customize dialog boxes, you can record your settings or dismiss the dialog box.

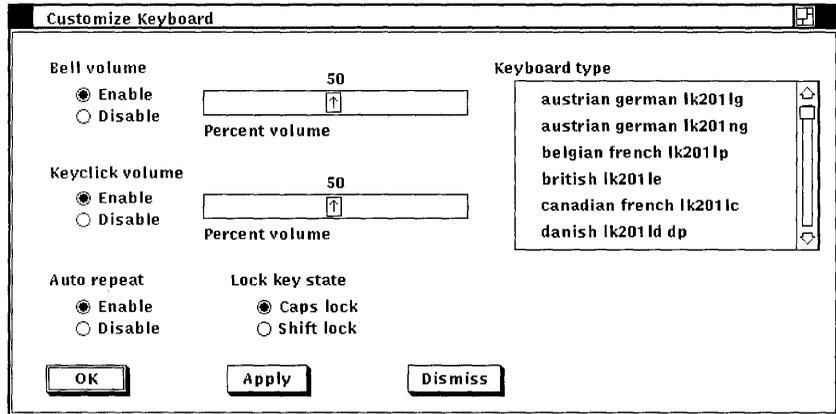
Click On	To
OK	Record new settings and dismiss the dialog box.
Apply	Record new settings without dismissing the dialog box.
Dismiss	Dismiss the dialog box without changing any settings. If you made any changes without applying them, clicking on the Dismiss button cancels those changes.

The sections that follow list the various preset options and describe how to change and save them.

For more information about customizing the Session Manager, see `dxsession(1X)`.

## Changing Your Keyboard Settings

To change your keyboard settings, choose the Keyboard... menu item from the Session Manager's Customize menu. The Session Manager displays the Keyboard dialog box.



From the Customize Keyboard dialog box, you can change any of the following settings:

### ***Bell Volume***

A warning bell sounds to alert you to system messages. Adjust the bell's volume by dragging the arrow in the Percent Volume slider right or left, or move the pointer to a location on the slider and click MB1. Click on the Disable button to disable the bell.

### ***Keyclick Volume***

Each time you press a key, the keyboard makes a clicking sound. This setting is indicated by a shaded button. Adjust the clicking volume by dragging the arrow in the Percent Volume slider right or left, or move the pointer to a location on the slider and click MB1. Click on the Disable button to disable keyclick.

### ***Auto Repeat***

When a key is pressed longer than normal, it repeats until it is released. This setting is indicated by a shaded button. Click on the Disable button to disable auto repeat.

### ***Lock Key State***

Normally, you can produce capital letters but not shifted number keys when you press the Lock key on your keyboard. You can, however, make your keyboard work just like a typewriter keyboard by clicking on the Shift Lock button. Choosing the Shift Lock option produces both capital letters and shifted number keys when you press the Lock key.

### ***Keyboard Type***

The location of specific characters on the keyboard varies depending on the language for which the keyboard is designed. Selecting the keyboard type that matches your keyboard model allows the system to echo the correct character when you press the corresponding key.

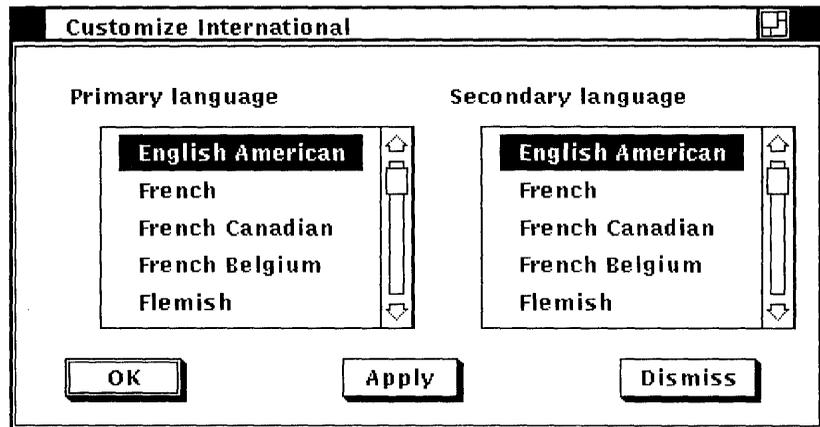
Unless you specify otherwise, the keyboard type is North American. Most languages have multiple keyboard models. The model number appears on the underside of your keyboard. Make sure the keyboard type you select matches that model number. For example, if your keyboard model is LK201 NG, and you are using an Austrian German keyboard, select the Austrian German LK201 NG keyboard type. To change the keyboard type, scroll through the list of keyboard types and select the one you want.

For any language other than North American or US, you can also specify whether you want your keyboard to act as a data processing (DP) or as a typewriter (TW) keyboard. Selecting a data processing keyboard type enables the characters on the right half of the keycaps. Choosing a typewriter keyboard enables the characters on the left half of the keycaps.

## **Setting a Primary and Secondary Language**

Bundled DECwindows applications are currently available only in English; however, several future applications will be available in other languages. If an application is available in multiple languages, you can tell DECwindows the language in which you want the application displayed. You select two languages—a first and second choice. DECwindows tries to display the application in the first language you selected, but uses your second choice if the first is unavailable.

To set your primary and secondary language, choose the International... menu item from the Session Manager's Customize menu. The Session Manager displays the International dialog box.



From the Customize International dialog box, you can change either of the following settings:

### ***Primary Language***

Unless you specify otherwise, DECwindows applications available in multiple languages are displayed in English. To change the language in which DECwindows first tries to display the application, scroll through the list of languages and select the one you want.

Your specific applications manual will tell you whether the application supports this feature. Note that the desktop applications described in the *DECwindows Desktop Applications Guide* do not support this feature.

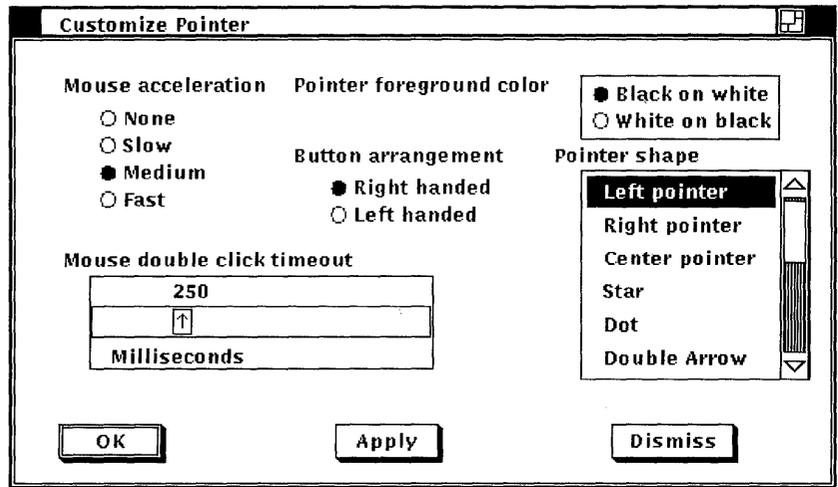
### ***Secondary Language***

Unless you specify otherwise, applications available in multiple languages are displayed in English. If your first choice language is unavailable, DECwindows looks for a second choice. To record this second choice, scroll through the list of languages and select the one you want.

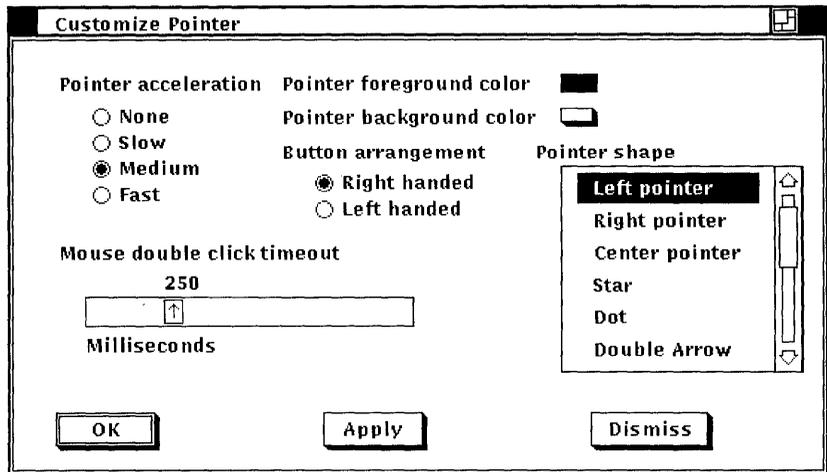
Your specific applications manual will tell you whether the application supports this feature. Note that the desktop applications described in the *DECwindows Desktop Applications Guide* do not support this feature.

## Changing Your Mouse and Pointer Settings

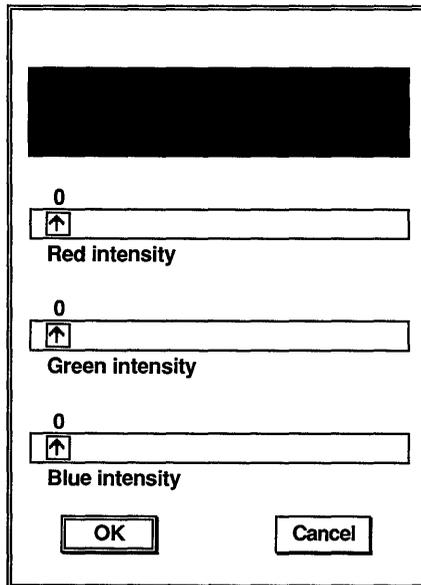
You can change the shape and color of the pointer, as well as certain mouse characteristics. To change your mouse and pointer settings, choose the Pointer... menu item from the Session Manager's Customize menu. The Session Manager displays the Pointer dialog box. The Pointer dialog box on a monochrome system looks like this:



The Pointer dialog box on intensity and color systems looks like this:



On intensity and color systems, clicking on some of the pointer settings displays a color box, which allows you to set specific colors for your session.



ZK-0230A-GE

On an intensity system, you can mix black and white to create shades of gray. On a color system, you can mix amounts of red, green and blue. To create these mixes on either system, drag the arrows in the slider right or left, or move the pointer to a location on the slider and click MB1. Click on the OK button in the color box when you have created the color you want. To see your new setting in effect, click on the OK or Apply button in the Customize Window dialog box and start a new application.

From the Customize Pointer dialog box, you can change any of the following settings:

### ***Pointer Acceleration***

Click on one of the four options to vary the rate at which the pointer moves in relation to the mouse. The “None” setting keeps the pointer speed constant. The “Fast” setting makes the pointer move farther as you move the mouse faster. Thus, you can move the pointer to another part of the screen without moving the mouse the same relative distance. The preset option is “Medium.”

### ***Mouse Double Click Timeout***

DECwindows can tell two successive single clicks from a double click. To change the speed by which DECwindows expects one click to follow another in a double click sequence, drag the arrow in the slider right or left, or move the pointer to a location on the slider and click MB1.

### ***Pointer Foreground Color***

The pointer consists of an outline and filled center.

On a monochrome system, the pointer’s filled area is normally white with a black outline. Click on the Black On White button to reverse the fill and outline colors.

On intensity and color systems, the pointer’s filled area or foreground is normally white. To change this setting, click on the Pointer Foreground Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want.

To see your changes, click on the OK or Apply button in the Pointer dialog box.

### ***Pointer Background Color***

This setting applies to color and intensity systems only.

The pointer’s outline or background is normally black. To change this setting, click on the Pointer Background Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want. To see your changes, click on the OK or Apply button in the Pointer dialog box.

### ***Button Arrangement***

The preset mouse button arrangement—MB1 on the left and MB3 on the right side of the mouse—is natural for a right-handed user. You can switch the mouse button arrangement by clicking on the Left Handed option. The right mouse button becomes MB1 and the left mouse button becomes MB3. MB2 stays the same.

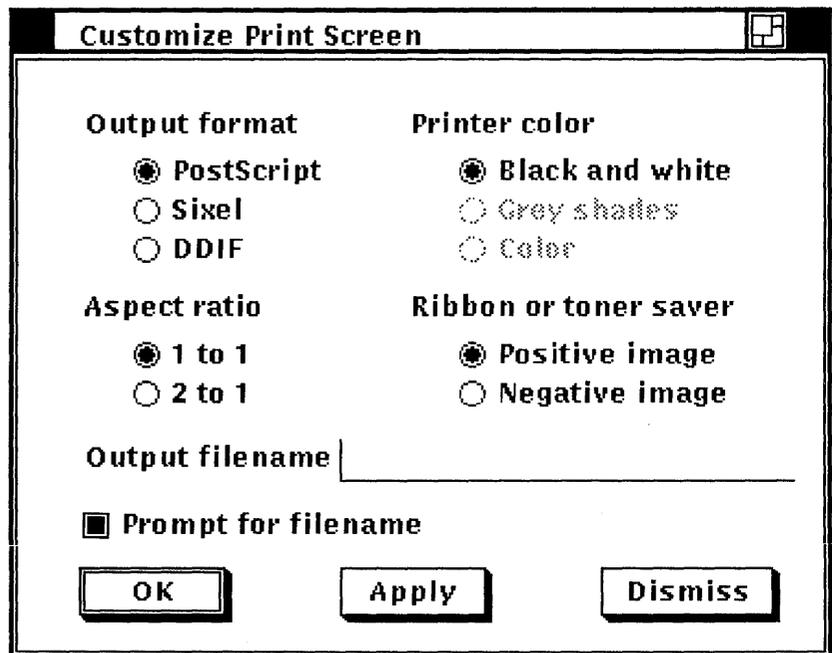
### ***Pointer Shape***

Normally, the pointer is a left arrow. You can choose from shapes that include a pointer, a pencil, or a plus sign. To change the pointer shape, scroll through the list of shapes and select the one you want.

### **Changing Your Print Screen Settings**

DECwindow's print screen feature lets you take a snapshot of an entire window or just a portion of it and print the file containing this snapshot. (See Chapter 6 for information about printing in DECwindows.)

To change the print screen settings, choose the Print Screen... menu item from the Session Manager's Customize menu. The Session Manager displays the Print Screen dialog box.



From the Customize Print Screen dialog box, you can change any of the following settings:

#### ***Output Format***

Normally, DECwindows captures a snapshot of a window in files formatted for PostScript®. Click on the Sixel or DDIF buttons to change this output format.

---

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### ***Aspect Ratio***

The 1 to 1 setting allows captured window snapshots to be printed without distortion on most devices, including both hardcopy printers and terminals. This setting is indicated by a shaded button. To print captured window snapshots without distortion on an LA50 sixel device, click on the 2-to-1 button.

Modify this setting only if you have chosen a Sixel output format, and you want to print captured window snapshots on an LA50 sixel device.

### ***Printer Color***

Captured window snapshots are printed in black and white. Neither gray shades nor color printing is available in DECwindows Version 1.0

### ***Ribbon or Toner Saver***

Normally, captured window snapshots are printed as you would expect: the image is black and the background (the portion of the paper not printed on) stays white. Printing an image that is nearly or completely solid using the conventional method consumes a great deal of printer ribbon or toner. To reverse the dark and light portions of the printed output and conserve ribbon or toner, click on the Negative Image button.

### ***Output Filename***

By default, DECwindows names the output file containing a window snapshot `printscr.psc`. This file is placed in your current directory. To change this output file name, type the new file name in the Output Filename text entry field.

### ***Prompt For Filename***

When you take a snapshot of a window, DECwindows displays a dialog box that asks you for the name of the output file. This gives you the opportunity to override the output file specification that you specified in the Customize Print Screen dialog box. This means that you can redirect the output to another directory, or give it another file name.

This setting is indicated by the shaded button. To prevent DECwindows from asking you for the output file name each time you take a snapshot of a window, click on the Prompt For Filename button.

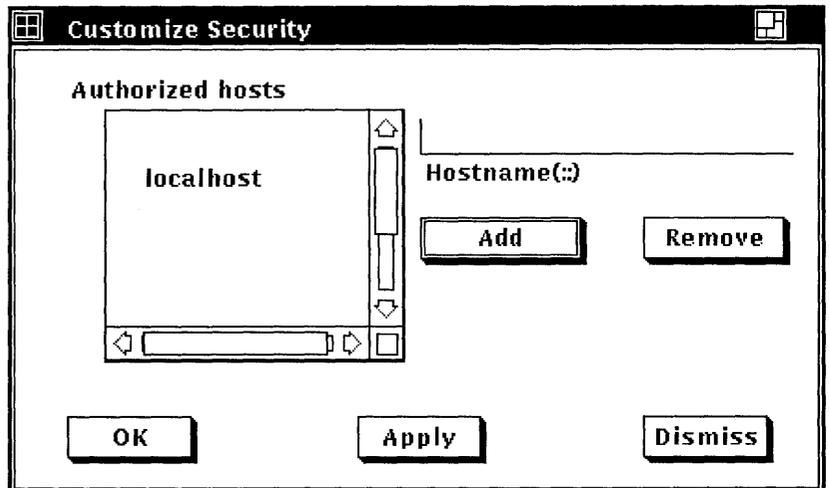
## Authorizing Other Users to Display Applications on Your Workstation

When you start a session by typing your user name and password, you become the only user authorized to display DECwindows applications and programs on your workstation. You are authorized to run applications on your local node only. This means that you cannot log in to one node and then set your DECwindows display to run applications and programs on your workstation. This feature prevents other users from displaying programs on your workstation, and from capturing and displaying your keystrokes (including your password) and mouse movements on another system.

You can, however, explicitly authorize other users or yourself, when you are logged in from another node, to display DECwindows applications and programs on your workstation. To authorize other users or yourself to use your workstation display:

- 1 Choose the Security... menu item from the Session Manager's Customize menu.

The Session Manager displays the Security dialog box.



- 2 Type the node name and user name of the user you want to authorize, using the format

`node::username`

- 3 Click on the Add button.  
The user name is added to the list of authorized users.
- 4 Click on the OK or Apply button.

To authorize a user on your node, omit the node name. You can use an asterisk wildcard to add all users who match the node and user name information you specify. For example, to authorize all users on your local node, type an asterisk (\*) in the text field and click on Add. The Session Manager adds the following text to the list of authorized users:

`0::*`

“0” is the shorthand notation for representing your node.

The node name you provide cannot be a cluster alias (a name that represents multiple nodes configured in a VAXcluster), but must instead identify an actual node.

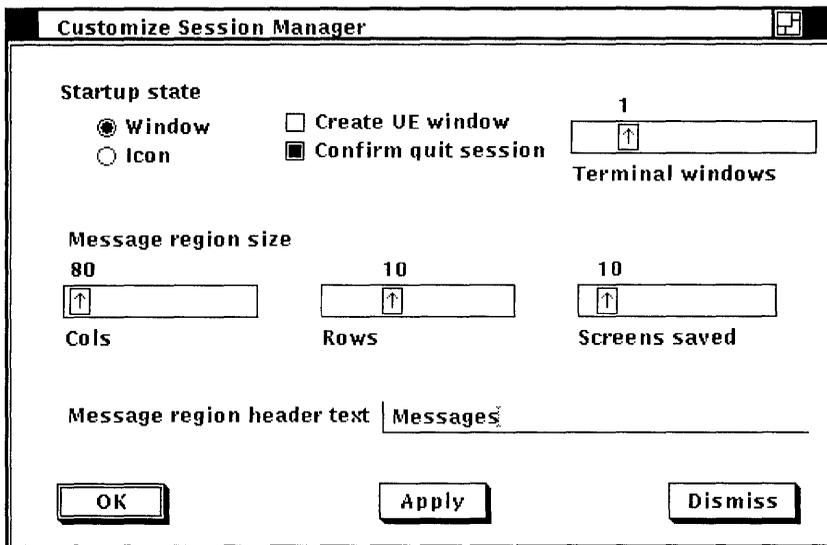
To save a list of authorized users so that they will always be authorized on your system, choose the Save Current Settings menu item from the Session Manager’s Customize menu. See Saving Your New Settings for more information.

To remove a user from the list of currently authorized users:

- 1 Choose the Security... menu item from the Session Manager’s Customize menu.  
The Session Manager displays the Security dialog box.
- 2 Select the node and user name you want to remove.
- 3 Click on the Remove button.  
The user name is removed from the list of authorized users.
- 4 Click on the OK or Apply button.

## Changing Your Session Manager Settings

To change your Session Manager settings, choose the Session Manager... menu item from the Session Manager's Customize menu. The Session Manager displays the Session Manager dialog box.



From the Customize Session Manager dialog box, you can change any of the following settings:

### **Startup State**

The Session Manager is displayed as a window at the start of each session. Click on the Icon button to specify that the Session Manager be stored as an icon at the start of every session.

A UE window is opened at the start of each session. This setting is indicated by a shaded button. Click on the Create UE Window button to prevent a UE window from opening when you start a session.

By default, no terminal emulator windows are created when you start a session. To set the number (up to five) of terminal emulator windows you want opened when you start a session, drag the arrow in the Terminal Windows slider right or left, or move the pointer to a location on the slider and click MB1.

When you end a session, the Session Manager asks you for confirmation. This setting is indicated by the shaded option button. By clicking on the Confirm Quit Session button, you will not be asked to confirm that you want to end a DECwindows session.

### ***Message Region Size***

The size of the Session Manager's message area is 80 columns across and 10 rows down. To change these settings, drag the arrows in the Columns and Rows slider right or left, or move the pointer to a location on the slider and click MB1.

By default, you can scroll through the last ten message screens to view system messages you may have missed. The Screens Saved slider lets you vary the number of message area screens that the Session Manager saves.

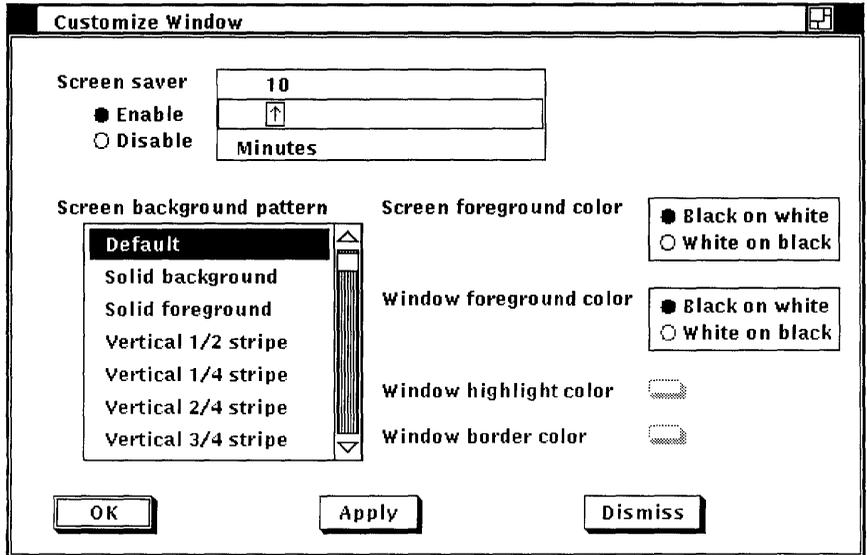
### ***Message Region Header Text***

The Session Manager message area is labeled Messages. To change this heading, type a new heading in this text field.

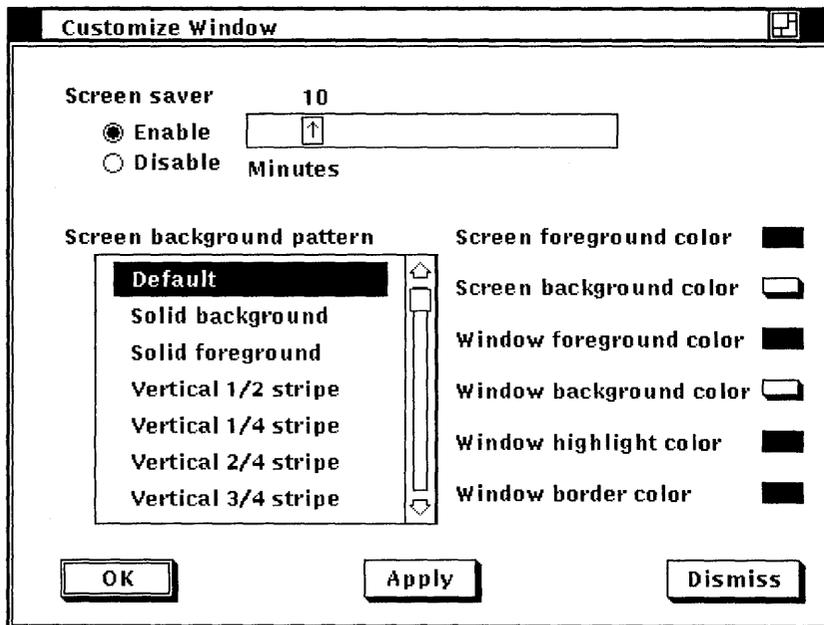
## **Changing Your Window Settings**

Whether you have a monochrome, an intensity, or a color system, you can change the look of your DECwindows display. For example, you can alter the background and foreground pattern and the window and screen colors. If you have a color system, you can choose from a wide palette of colors to design a visually pleasing display.

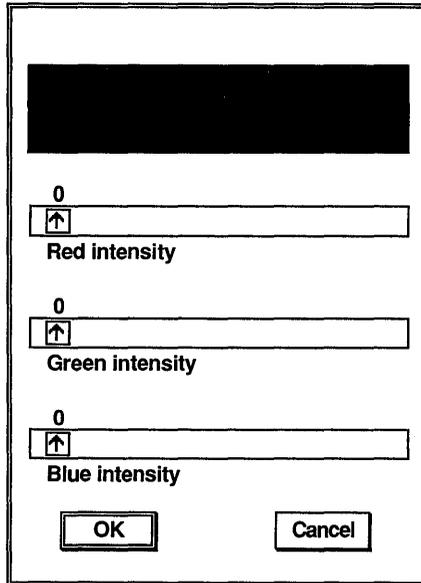
To change your window settings, choose the Window... menu item from the Session Manager's Customize menu. The Session Manager displays the Window dialog box. The Window dialog box on a monochrome system looks like this:



The Window dialog box on intensity and color systems looks like this:



On intensity and color systems, clicking on most of the window and screen settings displays a color box, which allows you to set specific colors for your session.



ZK-0230A-GE

On an intensity system, you can mix black and white to create shades of gray. On a color system, you can mix amounts of red, green and blue. To create these mixes on either system, drag the arrows in the slider right or left, or move the pointer to a location on the slider and click MB1. Click on the OK button in the color box when you have created the color you want. To see your new setting in effect, click on the OK or Apply button in the Customize Window dialog box and start a new application (like Clock or Notepad).

From the Customize Window dialog box, you can change any of the following settings:

### ***Screen Saver***

Screen Saver extends the life of your monitor by shutting off its display after a specified time. Normally, the monitor shuts off its display after ten minutes of keyboard or mouse inactivity. To vary the time the screen saver waits before shutting down the display, drag the arrow in the slider right or left, or move the pointer to a specific location on the slider and click MB1. Click on the Disable button to keep the display on indefinitely.

### ***Screen Background Pattern***

Normally, the screen background pattern is gray. To change the background pattern, scroll through the list of patterns and select the one you want. Click on the Apply button to see your selection in effect.

### ***Screen Foreground Color***

When the screen pattern is set to anything other than gray, the screen pattern consists of a screen foreground (the filled area in the pattern) and a screen background (the pattern's outline).

On a monochrome system, the screen foreground color is normally black on white. Click on the White On Black option button to reverse the fill and outline colors.

On intensity and color systems, the screen foreground color is normally black. To change this setting, click on the Screen Foreground Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want.

To see your new setting in effect, click on the OK or Apply button in the Window dialog box and start a new application.

### ***Screen Background Color***

This setting applies to intensity and color systems only.

When the screen pattern is set to anything other than gray, the screen pattern consists of a screen foreground (the filled area in the pattern) and a screen background (the pattern's outline).

On intensity and color systems, the screen background color is white by default. To change this setting, click on the Screen Background Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want. To see your new setting in effect, click on the OK or Apply button in the Pointer dialog box and start a new application.

### ***Window Foreground Color***

Changing the Window Foreground Color setting in a window containing text changes the color of that text. If the window contains graphics, the color of the graphics is changed.

On a monochrome system, the window foreground is normally black on white. Click on the White On Black option button to change the window foreground to white.

On intensity and color systems, the window foreground is black by default. To change this setting, click on the Window Foreground Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want.

To see your new setting in effect, click on the OK or Apply button in the Window dialog box and start a new application.

### ***Window Background Color***

This setting applies to intensity and color systems only.

On intensity and color systems, the window background is normally white. To change this setting, click on the Window Background Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want.

To see your new setting in effect, click on the OK or Apply button in the Window dialog box and start a new application.

### ***Window Highlight Color***

This setting applies to intensity and color systems only.

Screen objects, for example, toggle and option buttons and title bars, are normally black to indicate the current setting or input focus. To change this setting, click on the Window Highlight Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want.

To see your new setting in effect, click on the OK or Apply button in the Window dialog box and start a new application.

### ***Window Border Color***

This setting applies to intensity and color systems only.

On intensity and color systems, the window border is normally black. To change this setting, click on the Window Background Color button. The Session Manager displays a color box. Click on the OK button in the color box when you have created the color you want. To see your new setting in effect, click on the OK or Apply button in the Window dialog box and start a new application.

## Saving Your New Settings

### Customize

- Keyboard...
- International...
- Pointer...
- Print Screen...
- Security...
- Session Manager...
- Window...

---

- Use Last Saved Settings
- Use System Defaults
- Save Current Settings

It is not enough just to choose new settings. The settings you choose are in effect for the current session only unless you save them. From the Customize menu, you can choose any of the following menu items to save new settings or reinstate old ones:

Choose	To
Use Last Saved Settings	Reinstates the last settings you saved. Choose this menu item if you want to reset any attributes that you changed temporarily but did not save.
Use System Defaults	Reinstates the system default settings defined when you installed DECwindows.
Save Current Defaults	Saves the settings you just changed for use in every subsequent session.

Note that some new settings you save will not be in effect until you end your current session and begin another one.

If you have changed any settings and try to end your session without saving them, DECwindows asks you whether you want to save your settings before you end your session.

Click On	To
Save Changes	Save your workstation settings and end your session.
Don't Save Changes	End your session without changing the current settings.
Cancel End Session	Continue working in your current session. The settings you chose are still in effect, but you must remember to save them when you eventually end your session.

## Putting a Session on Hold

From the Session Manager, you can put your current session on hold indefinitely and lock your workstation without ending your session. When you put your session on hold, your screen is cleared. Your session is maintained exactly as it was. This means you can resume working without having to recreate your screen environment.

To put your current session on hold, choose the Pause menu item from the Session menu. Your screen is cleared and the Continue Session dialog box is displayed.

### Your Workstation Is Paused

Password

OK

Clear

ZK-0249A-GE

To continue your session:

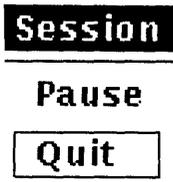
- 1 Type your password.
- 2 Click on the OK button.

Once DECwindows verifies your password, your session resumes.

## Ending a Session

You can end a session at any time. When you end a session, DECwindows stops all applications and clears the screen.

To end your session, choose the Quit menu item from the Session menu. Unless you have disabled the confirmation option, DECwindows asks you to confirm that you indeed want to end your session. Click on the OK button or press the Return key to confirm that you do. All windows are closed and the session ends.



DECwindows displays the DIGITAL logo and Start Session dialog box, ready to begin another session.

If you change your mind and decide not to end your session, click on the Cancel End Session button to return to your session. Your session is maintained exactly as it was.

---

## Printing with DECwindows

DECwindows allows you to print the files that you create and work with in applications. For example, you can print a mail message or a drawing you created in Paint. This chapter describes how to print the files you create.

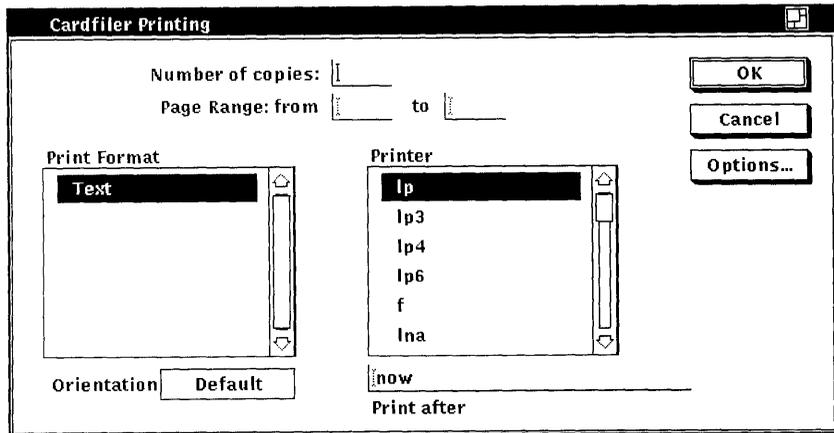
Whenever you choose the Print command in an application, the application creates a file that it then sends to the printer. You can also specify further printing instructions if you want to execute more sophisticated printing tasks. While your job is being printed, you can continue to work in your current application or go on to other tasks.

### Printing Files You Create in Applications

Within applications, you can print the files you create. When you simply want to print something currently displayed, for example, a mail message, choose the Print menu item from the application's File menu. The file is sent to a **print queue**, which holds jobs waiting to be printed. Your print job is sent to the next available printer that can accept print jobs from that application. When your job is printed, the Session Manager displays a message that tells you the name of the printer on which your job was printed.

DECwindows also lets you provide additional information about how you want your job printed. This information might include the print queue to which you want your job sent, and how many copies you want printed.

To provide this additional printing information to DECwindows, choose the Print... menu item from the application's File menu. The application displays a dialog box.



In the Print dialog box, you can record your settings or dismiss the dialog box.

Click On	To
OK	Record new settings, dismiss the dialog box, and print your job.
Cancel	Dismiss the dialog box without changing any settings and cancel your print request.
Options...	Display the advanced print settings dialog box.

From the Print dialog box, you can change any of the following settings:

### ***Number Of Copies***

Normally, one copy of a job is printed. To increase the number of copies printed, double click on the Number Of Copies text field, and type the number of copies you want.

### ***Page Range***

When you send a file for printing, the entire file is printed. If, however, you want to see page 2 of a 5-page mail message, you can save paper by printing only that page. To change the page

number at which the file starts printing, double click on the From text field and type another number. Do the same in the To text field. To print only page 2 of a 5-page mail message, type 2 in both text fields.

### ***Print Format***

The Print Format list box contains the file formats that are produced by the current application for printing. These formatted files can be printed only on those printers that recognize the specific format. For example, card files you create with the Cardfiler are formatted as text files. Any printer that can print text files—from line printers to sophisticated laser printers—can print these card files. Paint, however, produces files formatted for either PostScript® or ANSI2 output. The list of printers that can print these files is more restrictive: ANSI2 files can be printed on LN03 and LPS40 printers; PostScript files can be printed on LN03R and LPS40 printers only.

### ***Printer***

The Printer list box lists those print queues that can accept files in the format produced by the current application. Your print job will be sent to the selected queue. To change the print queue to which your print job will be sent, select another print queue. Use the scroll bars to view the list of available print queues.

If an application produces files formatted for more than one type of output, the Printer list box displays those print queues that can accept files in the format currently selected. For example, Paint produces files formatted for either PostScript or ANSI2 output. When the selected print format is PostScript, the Printer list box displays only those print queues that can accept PostScript files. When you select the ANSI2 print format, the Printer list box responds dynamically and displays only those print queues that can accept ANSI2 files.

You or your system manager have defined which print queues will be displayed when a specific print format is selected. These print queues are defined as environment variables at login time. If you need more information about defining a print queue to support a print format, see the *ULTRIX Worksystem Release Notes*.

---

® PostScript is a registered trademark of Adobe Systems Incorporated.

### ***Orientation***

All printers except line printers can print pages in two different page orientations, portrait and landscape. In **portrait** orientation, characters print parallel to the short edge of the paper. For example, this page is printed in a portrait orientation. In **landscape** orientation, characters print parallel to the long edge of the paper. Note that the definition of portrait and landscape may be altered if you choose advanced print settings.

Your system manager set up each printer with a default orientation. Unless you change the orientation, the printer uses this orientation when it prints your job. To change the orientation for your print job:

- 1 Point to the Default button
- 2 Press and hold MB1.
- 3 Choose the Portrait or Landscape menu item.

### ***Print After Time***

DECwindows submits your job to the print queue immediately. You can change the time at which your job is printed by changing the information in the Print After Time text field. By requesting that a print job be held until a specific time, you can ensure that a large print job is printed after hours when fewer users are sharing printers.

To change the time at which your job is printed, double click on the Print After Time text field and type the time using the following format:

```
19-APR-1990 14:32
```

The print job in this example will be held for printing until April 19, 1990 at 2:32 p.m.

### ***Delete File When Printed***

When you tell DECwindows to print a text or graphics file, it sends a copy of that file to the printer. These print files are not deleted once they are printed. This setting is indicated by an unshaded button. If you want to delete the print file after it is printed, click on the Delete File When Printed button.

This button may not be displayed in all applications.

---

## Running Remote Applications

A typical work environment might include a single workstation running DECwindows and displaying applications. However, DECwindows opens the door to more sophisticated computing scenarios by allowing you to run applications remotely from another computer for local display on your workstation monitor. Remotely run applications always appear to be running on your workstation, but allow you to take advantage of larger computers that may be better suited for a specific computing task. Because DECwindows can also function across networks, you can make the most of your computer resources.

### Specifying Your Workstation Display

You are authorized to run applications from your local node only. This feature prevents other users from displaying programs on your workstation, and from capturing your keystrokes (including your password) and mouse movements on another system. Consequently, before you can run an application on a remote computer and view it from your workstation, you must first give yourself the proper authorization. See Chapter 5 for more information on how to use Session Manager's Customize Security dialog box to authorize yourself to display remotely run applications on your workstation.

Once you are registered (through Session Manager) to display applications on your workstation from another node, you must authorize your node to connect to the remote node. From a DECterm terminal emulator window, type the following command at the system prompt:

```
% xhost remote_node
```

Next, log on to the remote system and type the following command at the system prompt to specify where you want the application displayed:

```
% setenv DISPLAY your_node
```

Now you can start applications on the remote node for display in your workstation.

## Running Applications from a Command Line

Once you have redefined your display, you are ready to run remote applications.

Run UE and the desktop applications from a remote node for display on your workstation monitor by using the following command lines.

Application	Command Line
Calculator	<code>/usr/bin/dxcalc &amp;</code>
Calendar	<code>/usr/bin/dxcalendar &amp;</code>
Cardfiler	<code>/usr/bin/dxcardfiler &amp;</code>
Clock	<code>/usr/bin/dxclock &amp;</code>
DDIF Viewer	<code>/usr/bin/dxdoc &amp;</code>
DECTerm	<code>/usr/bin/dxterm &amp;</code>
Mail	<code>/usr/bin/dxmail &amp;</code>
Notepad Editor	<code>/usr/bin/dxnotepad &amp;</code>
Paint	<code>/usr/bin/dxpaint &amp;</code>
PostScript Viewer	<code>/usr/bin/dxpsview &amp;</code>
Puzzle	<code>/usr/bin/dxpuzzle &amp;</code>
User Executive	<code>/usr/bin/dxue &amp;</code>

You cannot run the Session Manager from a remote node for display on your workstation.

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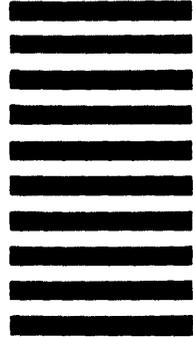
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