











# !DataWay

RAM::RamDisc0.\$Manual

0/0 - 1

☐ Subset ☐ All

Address List

|             |   |                             |
|-------------|---|-----------------------------|
| Name        |    | Fred Bloggs                 |
| Address     |    | 123 Long Road               |
| Town        |   | Bigtown                     |
| County      |  | Essex                       |
| Post Code   |  | CM30 1PJ                    |
| Phone       |  | 01234 567890                |
| Email       |  | fred@gmail.co.uk            |
| Web         |  | http://www.bloggs.org.uk/   |
| Directory   |  | ADFS::HardDisc4.\$Work.Fred |
| Information |  | Ficticious person           |

# !DataWay application for Acorn RISC OS 3.10 to 5 computers

## GIFTWARE

!DataWay © Bernard Veasey 1998-2019 version 0.31

Manual version 0.13 Jul 2019

## Main Features

- A straightforward database.
- A Search facility
- A Sort facility - including a 'Surname' sort.
- Easy transfer of data to Ovation Pro ( $\geq 2.46$ ) in a format that its Auto-linked frames or mail-merge facilities can understand.
- Easy transfer of data to Impression Publisher in a format that its 'Framethrow' or 'Mail-Merge' facilities can understand.
- Easy export of data in CSV or TEXT files.
- Selected fields can be exported.
- 'Searched for' or 'All' records can be exported.
- A Record or Field can be easily dragged out of 'DataWay'.
- An Internet Web address field can be easily sent to your favourite Browser such as !NetSurf, !Oregano, !Browse or !Fresco etc...
- An Email address field can be actioned.
- A RISC OS filer object(s) can be accessed from a record.
- A phone number field can be tone dialled.
- A Post Code field can be sent to RiscOSM to open a map of its position.
- Imports CSV files.
- Merging of 'DataWay' files.

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## Introduction

If you are looking for a low cost, easy to use database, 'DataWay' is the database for you. It may not have some of the facilities of databases costing over a hundred pounds or more but is probably easier to use as a result.

Just enter your data and save your work to disc.

It is assumed that you know the usual RISC OS conventions. — eg. The Mouse Keys: 'select' Left Mouse key – 'menu' Middle Mouse key – 'adjust' Right Mouse key

If the 'adjust' mouse button is clicked on any of the 'DataWay' menu items, the menu will remain open, as all RISC OS programs should do.

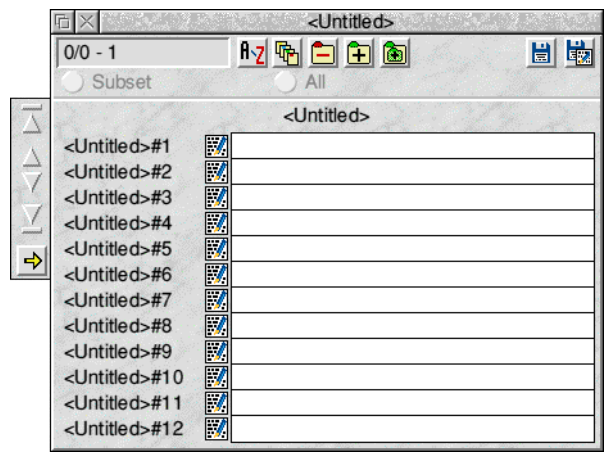
## Installing !DataWay

Just drag the !DataWay application to your hard disc directory viewer window.

To run, just double-click your installed version.



# In the Main DataWay Window

Clicking on the 'DataWay' iconbar icon opens the main window.



Just enter suitable headings and enter or edit your data in the white area.

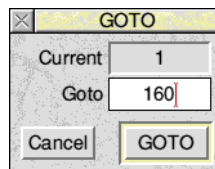
- 'down' arrow      Previous record.
- with SHIFT    back 10 records.
- 'adjust'          does opposite.
- 'up' arrow        Next record.
- with SHIFT    forward 10 records.
- 'adjust'          does opposite.

-       'GOTO' last record.
-       'GOTO' first record.

- Information      The 'DataWay' information panel shows:    <n1>/<n2> - <n3>
- <n1>          After a Search that finds more than one record, this shows the current record within the subset.
- <n2>          After a Search that finds more than one record, this shows the total number of records in the subset that match the search criteria.
- <n3>          The current main database record number.

-->>

Open the 'GOTO' a record window.



Sort

Sorts all the records in alphabetical order.

Clicking the 'Sort' icon opens the 'Sort' window.

Choose the field you want to sort by.

Choose the type of sort.

- Normal - does a normal A-Z sort.
- Surname - does an A-Z sort on the last word of the chosen field.

Choose 'Case Insensitive' if required.

Sorting with 'Case Insensitive' off sorts upper-case letters first, followed by lower-case.

Search

After clicking, enter your Search criteria in any of the fields and press RETURN or F4. Alternatively, clicking the 'Search' icon again will initiate the actual search as well as the RETURN key. The Search will be acted upon the field you entered the Search criteria on. Searching is case-insensitive.

Use the arrow icons to view the records you have found.

If your search finds more than one record, the 'Subset' icon becomes highlighted and the 'DataWay' information panel displays the quantity of records that your search has found, together with the currently viewed found record number. eg. '3/8 - 120' means that your search has found eight records that match your search criteria and that you are viewing the third record in the subset. The 120 shows the matching main database record number. Clicking the 'Subset' icon toggles between the subset and the main database.

If SHIFT is held down when the 'Search' icon is clicked, a search of all fields will be initiated.

'adjust'

Cancels and resets the previous 'Search'.

'All' icon

When doing a 'Search', if this icon is set 'on', a search of all fields will be initiated rather than just the current field.

|                     |  |
|---------------------|--|
| 'Subset' icon       | After a Search where more than one record has been found, this icon becomes active showing that you can now view a subset of records by using the arrow icons. Clicking this icon toggles between the subset and the main database and if 'adjust' is clicked, it additionally goes to the first record of the subset or database. |
| Delete (Red -)      | Delete the current record. You will be asked to confirm this if the 'Warnings' option is set in the 'DataWay' Options window.  |
| 'adjust'            | Nothing.   |
| Add (Big +)         | Add a record - Type in the data and press RETURN or the up and down arrows.  |
| 'adjust'            | Cancels.   |
| Replicate (Small +) | Replicate the current record - This makes a copy of the current record and places it at the end of all the records.  |
| 'adjust'            | Nothing.   |
| Save (Disc)         | Open the 'Save' window.  |
| 'adjust'            | Quick save (if the pathname has been previously setup).  |
| Export (Disc/Text)  | Open the 'Export' window.  |
| 'adjust'            | Nothing.   |
| SHIFT Clicking      | <p>... A 'Field' opens the 'Field' window ready for editing the field details.</p> <p>... A Card heading opens the 'Field' window ready for editing the card heading.</p>  |

## Dragging

A 'Record' can be dragged out of 'DataWay' into most other applications or a directory viewer. Just drag the 'white' area. The number of fields used is as set in the 'Export' save window. Remember that the 'live' part of the RISC OS 'I' mouse pointer is at the top left of the 'I' symbol.

A 'Field' can be dragged out of 'DataWay' into most other applications or a directory viewer. Just drag the field heading name - or its icon - of the required field. Additionally, 'Fields' can be moved to any of the other 'DataWay' fields within the same record by dragging a heading name - or its icon - to the required field. If SHIFT is held down it will be copied. If ALT is held down it will be added to the destination field.

Dragging a filer object to a 'Filer\_Run' field enters its pathname into that field.

Dragging a 'URI' (&F91) or 'URL' (&B28) file to a DataWay 'Web' field enters its URL into that field. If a text file is dragged to a 'Web' field, the contents of the first line is entered into that field.

Dragging a NetSurf web address line to a DataWay 'Web' field enters its address into that field.

## Double Clicking

... A field heading or its icon will do:

- Text <nothing currently>
- Phone Tone dial
- Web URIDispatch <url> - Send a web address to Acorn's !Browse application.
- Email URIDispatch mailto:<email address> - Send an Email address to your Email program if your 'mailto:' facility is setup correctly.
- Filer\_Run Filer\_Run a Filer object (Files/Directories).
- RiscOSM Send a UK post code to open a map in !RiscOSM.
- Date View today's date.
- Money <nothing currently>
- Number <nothing currently>  
depending on what field type is set.

# Main Window Menu

Info Opens the DataWay ‘About this file’ information window.

Save Save the current data into a ‘DataWay’ file.

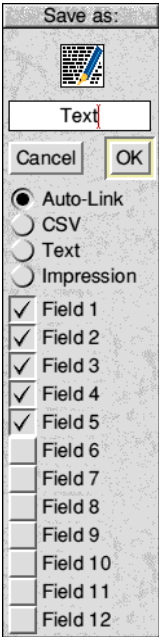
Export Export ‘all’ or a searched for ‘selection’ of records.  
To revert to ALL records click ‘adjust’ on the ‘Search’ icon.  
Choose the fields you want to export by clicking on the field icons.

Auto-Link Export into a format that Ovation Pro auto-linked frames can understand. Just drop the icon on the first of a set of Ovation Pro auto-linked frames or just save to a directory viewer.

CSV Export into a CSV format file including field headings.

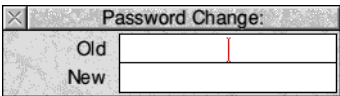
Text Export into a plain text file with a blank line inserted between records.

Impression Export into a format that Impression Publisher’s ‘Framethrow’ facility can understand.



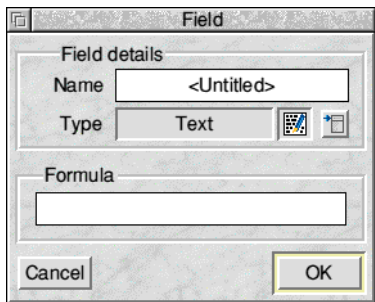
Heading or Field Enter a database or field headings.

Password Enter a password to protect your data. A password can be saved with each individual ‘DataWay’ file. If you want to revert to not having a password, enter your current password in ‘Old’ and just press RETURN on ‘New’.





# The Field Window



|             |   |  |
|-------------|---|--|
| Name        | Enter the name you want for the field you clicked on.   |  |
| Type        | Choose the field type you require.  |  |
| • Text      | for plain text.   |  |
| • Phone     | Tone dial your data.  |  |
| • Web       | URIdispatch <url> — send to !Browse.  |  |
| • Email     | URIdispatch mailto:<email address>  |  |
| • Filer_Run | Filer_Run a Filer object (Files/Directories)  |  |
| • RiscOSM   | Send a UK post code to open a map in !RiscOSM.  |  |
| • Date      | for dates.  |  |
| • Money     | Converts to 2 decimal places.   |  |
| • Number    | for numbers.  |  |
| Formula     | This can action a ‘formula’ on other fields with a numerical content.   |  |
| eg.         | <f2>*1.175  | Gives a VAT inclusive price to field 2 |
|             | <f2>*1.175+0.00001  | <ditto> but rounds half p’s up.        |
|             | <f2>+<f3>+<f5>  | Adds the contents of fields 2, 3 and 5 |
|             | A field descriptor can either be entered manually in the form <f1> for field one or the field heading icon from the main ‘DataWay’ window can be dragged into the ‘Formula’ icon to enter the field descriptor. |  |

The usual arithmetical symbols apply.

eg. \* is multiply, - is minus, + is plus and / is divide.

It currently gives the result to two decimal places.

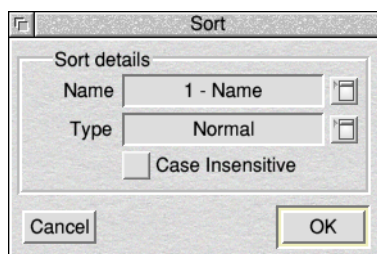
This 'formula' feature is only in its infancy at the moment and is liable to change and improve in the future.

Cancel Cancel the operation.

OK Proceed with your choices. If the 'adjust' mouse button is clicked the 'Field' window remains open. A field icon is only displayed in the main 'DataWay' window if there is a field heading.

When the 'DataWay' Field window is open, clicking on any of the data fields or heading in the main window will change to that particular field within the 'DataWay' Field window.

## The Sort Window



Name Choose the name of the field you want to sort by.

Type Choose the type of sort.

- Normal - does a normal A-Z sort.
- Surname - does an A-Z sort on the last word of the chosen field.

Tick box 'Case insensitive' option On/Off.

Cancel Cancel the operation.

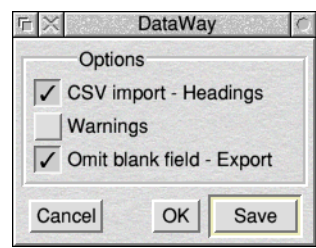
OK Activates sort on your chosen criteria. If the 'adjust' mouse button is clicked the 'Sort' window remains open.

The 'Sort' details are stored within a 'DataWay' file, so each file can have its own sort criteria loaded automatically when 'DataWay' files are loaded.

# Iconbar Menu

|         |   |
|---------|---|
| Info    | About this program.   |
| New     | Clears all the current records and headings leaving a NEW blank window ready for starting a ‘new’ database. |
| Options | Opens ‘Options’ window.   |
| Quit    | Quit this Application.  |

## The Options Window



|                       |  |
|-----------------------|--|
| CSV Import - Headings | If set, imported CSV files must include headings in the first line.  |
| Warnings              | If set, you will be warned when: <ul style="list-style-type: none"><li>• Deleting a Record.</li></ul>  |
| Omit blank field      | – Export – If set, when exporting ‘Auto-link’, ‘Text’, and ‘Impression’ formats, any blank fields will be omitted.<br><br>If not set, any blank fields will be preserved and there will be no space line between records when using ‘Text’ format. |
| OK                    | Proceed without saving.  |
| Cancel                | Cancel the operation.  |
| Save                  | Saves the current Options as the default.  |

## DataWay File Options

When a 'DataWay' file is saved, as well as the actual data, the following options are saved with it:

|                         |   |
|-------------------------|---|
| Current 'Sort' options  | The 'Sort' options as displayed in the 'Sort' window.         |
| Current 'Export' format | The 'Export' format as displayed in the 'Export' save window. |

These options are re-engaged when a 'DataWay' file is re-loaded.

## Keys

When 'DataWay' has the input-focus, shown by the title bar of the 'DataWay' window turning pale yellow, the following key commands are available:

|           |   |
|-----------|---|
| F1        | Opens the DataWay 'About this file' information window.   |
| CTRL-F2   | Close the 'DataWay' main window.  |
| F3        | Saves the current file to disc. If it hasn't been previously saved, the save window will be opened. |
| SHIFT-F3  | Open Export window.   |
| F4        | Enter Search mode.  |
| F5        | Open the 'GOTO' window.   |
| F6        | Open the 'Sort' window.   |
| CTRL X    | Cut current record and store on clipboard.  |
| CTRL C    | Store current record on clipboard.  |
| CTRL V    | Paste record on clipboard to a new record.  |
| CTRL D    | Enter today's date in a 'Date' field.   |
| Page up   | Next record.  |
| Page down | Previous record.  |

# General Information

To load a previously saved ‘DataWay’ or ‘CSV’ file into ‘DataWay’:



- Double-click a ‘DataWay’ file. - If !DataWay has been ‘seen’ or ‘Booted’
- Drag a ‘DataWay’ file to the ‘DataWay’ iconbar icon.
- Drag a ‘DataWay’ file to a non-white area of the main ‘DataWay’ window.
- Drag a ‘CSV’ file containing up to 12 fields to ‘DataWay’.

If a ‘DataWay’ file has been password protected, the password window will be displayed, inviting you to enter the password for that particular file. If the correct password is not entered within 5 attempts, the password window stops further input until !DataWay is re-run.

A ‘DataWay’ file can be merged with a current database by SHIFT/dragging it to a non-white area of the main ‘DataWay’ window.

## Technical Specification

|         |  |
|---------|--|
| Records | ‘DataWay’ usually supports up to 2000 records – If you require more let me know. |
| Fields  | Supports 12 fields.  |

## About Giftware

This program is giftware, not public domain. Giftware means that if you use this program regularly you are asked to send the author a 'gift'. By sending a gift, your support helps to provide updates to this program and an incentive for other RISC OS software to be developed.

### To make a Gift

You can make a secure on-line donation using PayPal from my website by clicking the 'Donate' icon on my software page.

### Upgrades

The current site to obtain the latest version is from:

<http://www.bapfish.org.uk/>



# !DataWay

## End-User licence conditions

### Disclaimer of liability

1. The software is supplied 'as is' the Author makes no warranty, whether express or implied, as to the merchantability of this software or its fitness for any particular purpose.
2. In no circumstances will the Author be liable for any damage, loss of profits, goodwill or for any indirect or consequential loss arising out of your use of the Software, or inability to use the Software, even if the Author has been advised of the possibility of such loss.
3. The author reserves the right to change the specification of this program without notice.

### Tested with:

Versions up to 0.10 tested with RISC OS 3.70

Versions 0.17 to 0.30 tested with RISC OS 4.02 and RISC OS 5.12

Version 0.31 tested with RISC OS 5.25

PLEASE NOTIFY ANY SUGGESTIONS OR BUGS

to

Bernard Veasey

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