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II.A Installing the Software

The basic set of programs in the Family History System is distributed on four 5 ¼" diskettes (360k), two 3 ½ (720k) diskettes, or a single 5 ¼" HD (1.2M) or 3 ½ HD (1.4M) diskette. The diskette(s) should be labeled B1, (B2, B3, and B4) for identification purposes during the installation of the programs. Registered users will receive an additional diskette (labeled X1) which has programs supporting the system extensions. If your diskettes do not have external labels marked in this way, you may identify each diskette by placing it in a drive and displaying a Directory list of the diskette contents. You will find that:

- the B1 diskette will have a file named: FHSDISK.B1
- the B2 diskette will have a file named: FHSDISK.B2
- the B3 diskette will have a file named: FHSDISK.B3
- the B4 diskette will have a file named: FHSDISK.B4

The B1 diskette has an "orientation" procedure that may be started by placing the diskette in a drive of your PC, making that the "default" drive, and entering: FHS

The contents of this manual are provided as a set of MS Word formatted documents on a diskette. You can view or print the document using MS Word 6.0, a compatible word processor, or a MS Word Viewer utility which can be obtained from Microsoft's WWW site. You can find out more about this by entering: FHS MANUAL

These "distribution" diskettes contain many files, which are not required during the normal operation of the system. For instructions on how to create a working copy of the programs, without those unnecessary files, place the B1 (or X1) diskette in a drive, make that the default drive, and enter: FHS INSTALL

II.A.1 PROGRAMS

The Family History System programs can be installed on a floppy diskette or a hard disk. To install the programs onto one HD diskette (5 ¼' 1.2M or 3 ½ 1.4M), with the distribution diskette(s) in the A drive and the receiving diskette in the B drive, first format a blank diskette. Then place the B1 diskette in the A drive, make that the default drive, and enter: FHS INSTALL PGMS A B. Repeat the process with the X1 diskette if you have it.

To install the programs onto your hard drive (drive C) from the distribution diskette(s) in the A drive, place the B1 diskette in the A drive, make that the default drive, and enter:

FHS INSTALL PGMS A C

The programs will be placed in a FAMILY directory of the destination drive. A "DATA" sub-directory will be created under the FAMILY directory for your own family information. Additional sub-directories (WORKFILE, TRANSFER and REPORT) will be created for other "temporary" files that are produced during an FHS work session. Again, repeat the process for the X1 diskette if you have the registered version.

If you have previously installed an earlier version of the Family History System in the FAMILY directory, they will not be affected by the installation of the new programs. The program names in earlier versions of FHS are of the

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form "FAM----.EXE", whereas the programs in this update of FHS are of the form: "FHS----.EXE". After you are satisfied that you no longer need the earlier version of the software, you can remove the earlier programs, runtime library and option files using the DOS commands:

```
DEL \FAMILY\FAM*.EXE
and DEL \FAMILY\BRUN30.EXE and DEL FAMILY\*.OPT
```

After installing the programs on diskettes, you may start the system by placing the program diskette in drive "A", making that the default drive and entering: A>fhs97

If the programs are installed on a hard disk (drive C for this example), you will start the system by entering: C>fhs97
or by entering: C>cd \family and then C>fhsinit

II.A.2 INSTALLING THE PROGRAMS UNDER WINDOWS

The Family History System Programs will run as a DOS application under any version of Windows (3.x, 95, NT). There are some special considerations when using the programs in those environments however.

To install the programs under Windows 3.1 from a diskette in the A drive to a directory on your C drive, place the B1 diskette in the A drive, click on "File" in the Program Manager menu bar, then click on Run, type:

```
A:INSTALL PGMS A C and press Enter.
```

(Under Windows 95, click on START, then click on RUN, type: A:INSTALL PGMS A C and press Enter.) Then repeat the procedure for the X1 diskette.

After the installation is complete, you can create an icon to start an FHS session under Windows. Under Windows 3.x, click on "File" in the Program Manager menu bar, then click "New", click "Program" and enter: C:\FAMILY\FHSINIT.EXE as the program name and press Enter. Under Windows 95, place the mouse cursor on a position of the desktop where you want to create the icon, press the right mouse button, click on "New" and "Short Cut". Enter: C:\FAMILY\FHSINIT.EXE as the command and assign a name to the short cut, such as "FHS". You will start an FHS session by double clicking on the icon. When you end the FHS session, by pressing the F10 key from the Main Menu, you will return to Windows.

There are some special settings to consider under Windows 95. After you have created an FHS shortcut on the desktop, place the mouse cursor on the icon, press the right mouse button and then click on "Properties". You can use the "Screen" tab settings to choose whether the session will run in a Window or use the Full Screen. You should also select the "Misc" tab and move the "Idle Sensitivity" slide bar to the low (left) end. (This will stop Windows from pausing the FHS programs when they occasionally look for a keypress while doing other work.) Among the "Misc" settings, you should also turn off the "check box" for "Alt+Enter" as a "Windows Shortcut" key. (The "Alt+Enter" key combination has a special significance when updating screen format definitions in FHS. Turning off the key combination as a Windows Shortcut key allows the FHS programs to know when you press those two keys together.)

To print reports with FHS, or with any DOS application under Windows, it is necessary to assign a DOS printer "port" to your Windows printer. DOS printer ports are normally designated with the identifiers LPT1:, LPT2:, etc. Under Windows 3.1, an identifier of this type is always assigned to installed printers. Under Windows 95 or NT you must specifically state that a printer will be used by DOS applications when the printer is added or you must subsequently "capture" a printer port by changing the printer "properties". (Right click on the printer icon, then click on "Properties" and choose the "Details" tab. Click on "Capture Printer Port" to assign a DOS printer device identifier to the printer) The chosen printer port (LPT1:, LPT2:, etc) should then be entered as the DESTINATION for your FHS Printer Setup for the printer. (Use Main Menu selection F3-C to examine and modify the FHS Printer Setup tables)

II.A.3 SAMPLE FILES

There are two sets of sample files that are provided on the distribution diskette(s) for the basic set of programs. One contains information about the descendants of Adam as recorded in the Bible Book of Genesis. The other contains information about the family of Prince Charles of England. You can install these files in GENESIS and ROYAL sub-directories of the FAMILY directory by placing the B1 diskette in a diskette drive, making that the default drive, and entering:

FHS INSTALL GENESIS x y or FHS INSTALL ROYAL x y

where “x” is the drive ID for the diskette drive and “y” is the drive ID of the hard drive where your FHS programs are installed. The family files will be installed, respectively, in GENESIS and ROYAL sub-directories of the FAMILY directory on the “y” drive. The Family File Setup table that is distributed with FHS already contains entries for these sample files.

II.A.4 HTML Documentation and Sample Reports

The diskette(s) with the public version of the software includes the file FHSHTML.ZIP from which you can install a set of HTML documents and sample reports that have been taken from the FHS web site, fhs.tallahassee.net. You can then examine this information without having to spend time ONLINE. To install the information on your hard drive, place the B1 diskette in a diskette drive, make that the default drive, and enter:

```
FHS INSTALL HTML x y
```

where “x” is the drive ID of the diskette drive and “y” is the drive ID of the hard drive where the FHS programs were installed. The “Home Page” will be installed as the file \$FHSHOME.HTM in the FAMILY directory. Other files will be installed in sub-directories HTML, DOCS, and REPORTS. To view the information, start your WWW browser software (e.g. Netscape Navigator or MS Explorer) and set the address to: C:\FAMILY\FHSHOME.HTM (Under Windows 95 you could simply click on START, then on RUN. Type: C:\FAMILY\FHSHOME.HTM and press Enter. You can also create a “shortcut” for this file on the desktop. You could then begin a session of browsing these documents by double clicking the icon for the shortcut.)

II.B Beginning a Family History System Work Session

When you begin an FHS work session, the screen will be cleared and reformatted with the system’s “introductory panel”. This panel, which shows the “update” of the program diskette that you are using, will only appear for a few seconds, after which the MAIN MENU of system options will appear.

NOTE: *To cause the Main Menu panel to appear more quickly, press a key on the keyboard when the introductory panel appears.*

```

                                Family History System
                                MAIN MENU
F1 Initialize/Display/Update Family files
F2 Produce Reports
   A. Ancestor/Descendant/Relative      D. Search/Select/LIST/Summary
   B. FAMILY Group Reports              E. Tiny Tafel
   C. Ancestor/Descendant CHARTs       F. Report/Chart INDEX
F3 Utility Functions
   A. Change File Name Table            D. Export/Import Data
   B. Customize System                  E. Validate File
   C. Change Printer Controls           F. Create Index File
F4 Set DATE, TIME & Date FORMAT        DATE: 00-00-0000  TIME: 00:00:00
F8 Execute DOS Commands (DOS 3.0 or later)
F10 End FHS Work Session

```

View 1: Main Menu

The Main Menu panel above shows three options that do not appear on the Main Menu panel for the basic set of programs. Those options are:

```

F2-E   Tiny Tafel
F2-F   Report/Chart INDEX
F3-F   Create Index File

```

These are extended options that are provided only to registered users.

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II.B.1 MAIN MENU Program

In addition to being the first functioning panel that you will see when entering the system, the MAIN MENU provides the only “authorized” and “safe” means of exiting the system (by pressing F10). You are never far from the MAIN MENU. It can be reached from any of the programs in the system by pressing the “F9” key.

The purpose of the MAIN MENU is to permit you to easily select the system function that you wish to perform. These functions include:

- F1 Display/Update/Create Family History System data files
- F2 Produce Reports or Charts
- F3 Perform Utility Functions
- F4 Set current DATE, TIME and DATE Format
- F7 Execute DATECALC utility. (This isn't on the menu but will work for those who are using DOS 3.0 or later. This utility may also be run as a memory resident TSR program in DOS 2.1 or later versions of DOS. For more information, see Section XIII of this manual)
- F8 Execute DOS Commands (DOS 3.0 or later)
- F10 End FHS Work Session (Return to DOS or WINDOWS)

The system functions are selected by pressing the indicated “function key”. If any other key is pressed, a soft tone is sounded and nothing else happens. When a “legal” key is pressed, the corresponding function key designator, next to the function description on the screen, will be hilited. If you have selected a function, such as F2, that has several options to choose from, you will be prompted to enter a character corresponding to the one you wish to select.

When you have fully described the system function you wish to perform, the program which performs that function will be read from the program diskette and given control. If the program cannot be read from the diskette (for example, if the correct program diskette is not in the “default” drive, or the drive door is open, or the program diskette is for some other reason unreadable), the message:

“Put Program diskette in default drive...”

will appear on the bottom line of the screen. The “default drive” is the one from which you are running the programs (or the one that appears in the DOS Prompt). If you are able to determine the reason for the problem and correct it (for example, by putting the correct program diskette in the appropriate drive), you may press the “space bar” and the system will make another attempt to read the program from the diskette. If for any reason you decide not to continue with the selected option, you may press the “ESC” key and you will be able to reselect any MAIN MENU option. (The ESCape key is recognized by most programs in the set as an operator request to terminate a process that has been started)

NOTE: *The above message may occur even when you are running the programs from a hard drive. If you have used the F8 key to go to a DOS session and returned to FHS with the current drive or directory located somewhere other than the FAMILY directory where the programs are installed. In that case, simply press the F8 key again to return to DOS, change the drive/directory back to the FAMILY directory, and return to FHS by typing EXIT.*

II.B.2 Setting CURRENT DATE, TIME and DATE Format

The setting of the current date, time and default format for entering dates are the only system functions that are performed within the MAIN MENU program. Because the current date is used to determine the ages of living persons that appear on some of the reports and in the file maintenance program, it is important that it be properly set if any reports are to be produced. The time is not used by the system and is only included for your convenience.

If you press the F4 key, you will be prompted to:

Select: 1) Change DATE and TIME 2) Change DATE Format

If you select “2) Change DATE Format”, you will be prompted to:

Select: 1) MM-DD-YYYY 2) DD.MM.YYYY 3) YYYY.MM.DD

If you press “1”, “2” or “3” the format for the current date will be changed accordingly. The format that appears there will be the one that must be used for entering dates in the file update program and in the Search/Select/LIST

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program. The format that you select will be the one used during the remainder of the working session. You will also be asked if you want to:

Save Date Format in FHSCONFG?...(Y/N)

If you reply “Y” then this will become the default date format that will be used in future FHS work sessions.

If you select “1) Change DATE and TIME”, you will be prompted to:

Enter the current DATE and TIME

and the cursor will appear at the left most character of the displayed date. You must enter the date in the format displayed. Further, it must be a valid date and not be before “Jan 1,1980”. After entering the date, the cursor will automatically advance to the first character of the time. The time must be entered in the form HH:MM:SS. You may use the 24-hour convention for denoting AM or PM. Press the TAB key to switch between the Date and Time fields. After you have typed in the date and time to your liking, you may indicate to the program that you wish to reset the current values by pressing the RETURN or ENTER key. If an error is found in either the date or time, a tone will be sounded and you may correct the error.

If for any reason you wish to terminate the option, you may press the ESC key and you will then be able to reselect any of the MAIN MENU options.

II.B.3 Temporary Exit to a DOS Session

Main Menu option F8 allows you to temporarily exit to the DOS prompt where you may enter DOS commands for doing such things as making backup copies of your family files. To return to your Family History System working session, enter the DOS EXIT command. Before returning to FHS you should assure that the “current drive and directory” are set to the location of the FHS programs.

Several other of the FHS programs also allow you to use the F8 key to begin a temporary DOS session, although this option may not appear among the program options shown on the screen. Again, you return to the Family History System by entering the EXIT command at the DOS prompt. In this case, you will return to the FHS program that was in control when you began the DOS session.

II.B.4 Where do you go from here?

Your first interest no doubt is to begin entering your family information into an FHS Family File. If you are new to this software, you can begin right away by selecting Main Menu option F1 (File Update Program) to INITIALize a family file and begin entering information into it. Section IV describes the program that is used for that purpose. But you may want to look over Section III before that to become familiar with the keystroke conventions for entering information into the formatted displays that you will find in the File Update program.

If you have used earlier versions of the Family History System to create one or more family files, then you will want to copy those family file datasets to the \FAMILY\DATA directory of your hard drive and use Main Menu option F3-A to prepare the Family File setup table entry or entries for those files. Section VI of this manual describes the Family File Setup program.