

Covers Versions
2.0 & 2.1

OS/2

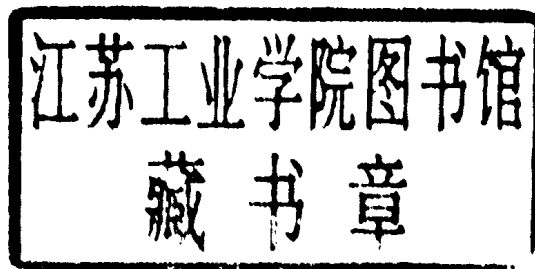
I N S I D E
& O U T

KATHY IVENS and
BRIAN PROFFIT

Guides You Quickly from Fundamentals to Advanced Concepts

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OS/2 Inside & Out



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OS/2 Inside & Out

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Acknowledgments

When we started writing *OS/2 Inside & Out*, one of our pivotal aims was to pass along our enthusiasm for this wonderfully productive operating system. A programmer and a consultant bring different views to computing and we wanted our diverse backgrounds to produce a volume that gives information and explanations in ways that are understood by all users, while providing technical insights unavailable in normal documentation. In addition, we wanted to make sure that everyone who read the book understood that OS/2 is more fun than the other operating systems.

With the help of the talented people at Osborne, we met our goals and enjoyed the process. Special thanks to Jill Pisoni, Kelly Barr, John Mueller, and especially Frances Stack for their commitment to quality, their humanism, their patience, and, especially needed, their humor.

Introduction

This book is written specifically for OS/2 versions 2.x, the 32-bit versions of IBM's multitasking operating system. Whether you've already installed OS/2 or are planning to, this book is written to help you use this new, powerful operating system as productively and easily as possible.

Some of you may already be using earlier versions of OS/2 and are aware that versions 2.x are substantially different. Upgrading is not difficult and this book should help make it fairly painless and rapid.

For those making their first foray into this new technology, this book will help you understand what to do, how to do it and when to do it as you move into the enhanced productivity available in a multitasking operating system.

While the authors assume that a user contemplating OS/2 already has at least an elementary knowledge of DOS and the primary DOS commands, we do not presume that you have advanced technical knowledge about the hardware or electronics of a computer, nor any prior knowledge of OS/2.

Our intent is to provide information that is consequential enough to give you some insight into the tangible and potential power inherent in the state-of-the-art technology represented by OS/2.

Throughout the book, references to OS/2 should be interpreted as meaning version 2.1 unless specifically indicated otherwise, and refer-

ences to the 80386/80486 processors include all versions of the chips (SX, SL, SLC, DX).

As you experiment with the power of OS/2, this book will help you configure your hardware, software, peripherals, and files. You will learn how to create protocols and design conventions that fit your own needs and make your computer a productive tool. Above all, you will have fun. OS/2 is a joy to use!

How This Book Is Organized

This is not a manual or a listing of commands. This is a reference source and the authors approached its development with the goal of helping you understand the thinking that went into the development of OS/2 and the theories upon which it operates. There will be, of course, explanations and examples of the commands, the files, and the tools available.

If you have not yet installed OS/2, you may want to read each chapter, in order, as a guide to installation, use, and enhanced productivity. If you are already using OS/2, it might be advantageous to head right for those chapters that suit your needs or answer some of the questions you may have.

It is probably a good idea, in either case, to gain some understanding of the relationship between your computer and an operating system like OS/2, which takes advantage of the protected mode of your computer's processor. Chapter 1 will give you an easy-to-understand overview of what it takes to run a true multitasking operating system.

The next group of chapters provide the basic information you need to install and use the operating system. Chapters 2 and 3 will help you install OS/2 and access the robust Help facility built into the operating system. Chapters 4 and 5 will give you an understanding of the power of the Workplace Shell, the graphical environment in which you will spend most of your time.

In Chapter 6, those users comfortable with DOS and its command structure will learn how and when to use OS/2 via text-based instructions. To write, edit, or view text files (your own or those belonging to applications), you'll use the OS/2 System Editors, described in Chapter

7. And, if you are accustomed to writing batch files, you'll find the power of OS/2 command files described in Chapter 8.

Chapters 9 and 10 cover the ins and outs of printing and fonts—important subjects because OS/2 gives you a lot of room to be creative when using its built-in screen and printer fonts.

To help you get the most out of your DOS and Windows applications, Chapters 11 and 12 provide important and essential information, as well as some tips for enhanced performance. There is also plenty of information on known compatibility problems.

To further enhance performance, Chapter 13 discusses the various options available within OS/2 that can make things even faster and more productive.

Chapter 14 is an overview of the productivity applications that are built into OS/2, while Chapter 15 discusses the games available at the click of a mouse button.

With a new operating system that takes advantage of the power of your hardware, you will find yourself being more selective as you decide your future software purchases. Chapter 16 will help you set your new standards.

Chapter 17 is filled with tips, tricks, and shortcuts culled from some of the folks at IBM who helped develop and test OS/2. In addition, we picked the brains of some of the OS/2 beta testers, as well as some of the long-time users of earlier versions of OS/2 who are recognized experts in this operating system.

If you want to build powerful batch files and other easy-to-write programs to help your day-to-day computing, Chapter 18 is a guide to REXX, the powerful programming facility built into OS/2. You don't have to be an experienced programmer to use REXX.

Chapter 19 provides a reference of some of the error messages you may encounter while using OS/2, along with explanations regarding the probable cause of each error and suggested solutions.

When you need a quick reference, there are appendices. Appendix A offers a guide to most of the commands you're likely to use when you work at the command line. Appendix B contains an overview of the configuration possibilities available for your system, including explanations of the choices. Appendix C is a map for locating the OS/2 operating

system files. Appendix D provides information you will need if you change or add hardware and peripherals.

OS/2 Inside & Out is written under the assumption that you will develop your expertise in this operating system at your own pace, turning to the topics you need to cover when the need arises. The chapters, therefore, are not dependent upon any special order of reading. Head for the things that interest you most. And don't forget that there is plenty of online help available once you've installed OS/2.

Conventions Used in this Book

The conventions used in this book are similar to those used in other books and manuals:

- ❑ User input that you are to type from the keyboard is indicated by **boldface** text, as in "type **HELP**", "type **N**", and "enter the command **PRINT /C**".
- ❑ Computer keyboard keys that you are asked to press are represented by SMALL CAPS, as in "press ENTER" and "press ALT". Keystroke combinations are indicated by a connecting plus sign (+): "press CTRL+ALT".
- ❑ Items you are asked to choose, select, or click on—such as menu selections, dialog box options and buttons, and dialog box fields—are shown in a **special font**: "choose **Save** from the File menu", "click on the **OK** button", "select the **Import text file** option", "enter the word in the **Search** field".

Contents at a Glance

1	<i>Your Computer and OS/2</i>	1
2	<i>Installing OS/2</i>	17
3	<i>Getting Help</i>	45
4	<i>The Workplace Shell</i>	61
5	<i>Manipulating Files Through the Workplace Shell</i>	87
6	<i>Command-Line Utilities</i>	115

7	The OS/2 Editors	139
8	Batch Files	177
9	Printing	191
10	Adobe Type Manager	201
11	Running DOS Applications	209
12	Running Windows Applications	235
13	Switching to High Octane	243
14	Productivity Applications	259
15	Games and Fun	307
16	Selecting Software	337
17	Insiders' Tips	349

18	REXX	379
19	Error Messages	401
A	Command Reference	455
B	Configuration File Reference	477
C	OS/2 Files	491
D	Changing Your Hardware	499
	Index	503

Contents

Acknowledgments	xxiii
------------------------	--------------

Introduction	xxv
---------------------	------------

1 Your Computer and OS/2	1
History of the Computer	2
The Hardware	3
Input and Output Devices	3
The System Unit	5
The Processor	8
The Operating System	10
Multitasking	10
Virtual Devices	10
Memory	11
Time Slices	13
Device Drivers	14
The 32-Bit Environment	14
Using DOS and Windows	15

2 Installing OS/2	17
Installation Decisions	18
How Many Operating Systems Do You Need?	18
Dual Boot with DOS	19

Multiple Operating Systems	21
OS/2 File Systems	24
Installing OS/2	26
Basic Installation	27
Installing with Dual Boot	28
Installing with Multiple Operating Systems	30
Choosing What to Install	33
Choosing Optional Programs	38
Installing Printer Drivers	40
Installing Devices	41
Migrating Applications	41
Configure Windows Desktop	42
Completing Installation	42
The First Bootup	42

3 Getting Help **45**

Menu Bar Help	46
Index	46
Table of Contents	47
Viewing the Entries	48
Using Search	49
The F1 Key	50
Start Here	51
Selecting a Topic	52
The Information Folder	52
The README File	52
REXX Information	54
Command Reference	54
The Glossary	57
Master Help Index	57
Command-Line Help	58
Summary	59

4 The Workplace Shell **61**

The Startup Desktop	62
Objects	63
The OS/2 System Object	63

Using a Mouse	64
Customizing the Mouse	64
Default Mouse Functions	65
Opening a Window	66
The Elements of a Window	67
Manipulating Windows	69
Moving Windows	70
Sizing Windows	70
Switching Among Windows	71
Closing Windows	72
Accelerator Keys	73
Folders	73
Creating Folders	73
Copying Objects	77
Customizing the Desktop	80
The Scheme Palette	81
Emulating Other Platforms	83
Closing the Workplace Shell	85

5 *Manipulating Files Through the Workplace*

Shell	87
Directories	88
Files	89
Filenames	89
Path	91
File Attributes	92
Extended File Attributes	92
The Drives Folder	95
Tree View	96
Icon View	96
Details View	98
Filtering the View	98
Sorting the View	102
Drag-and-Drop	104
Printing Files	105
Sending Files	105
Creating Shadows	106
Associating Files	107

Finding Files	112
---------------------	-----

6 Command-Line Utilities 115

Accessing the Command Line	116
Command-Line Syntax	117
DOS Command Session	118
OS/2 Command Session	118
Disk Management Commands	119
DIR	119
MD or MKDIR	120
RD or RMDIR	121
CD or CHDIR	121
CHKDSK	122
FDISK	125
FDISKPM	126
FORMAT	126
File Management Commands	128
COPY	128
REN or RENAME	130
DEL or ERASE	130
UNDELETE	130
TYPE	132
MORE	132
XCOPY	133
BACKUP	133
RESTORE	133
MOVE	134
START	134
RUN	136
Command-Line Functions	137

7 The OS/2 Editors 139

Presentation Manager	140
The System Editor	140
Loading a File	141
Closing a File	143
Customizing the System Editor	144

Changing Fonts	144
Changing Colors	145
Word Wrap	146
Creating a File in the System Editor	146
Editing Text	146
Marking Blocks of Text	147
Cutting Text	147
Copying Text	148
Pasting Text	149
Finding Text	149
Replacing Text	149
Saving the File in the System Editor	150
Autosave	151
Closing the System Editor	151
The Enhanced Editor	151
Starting the Enhanced Editor	152
Operating Modes	152
Opening Files	155
File New	155
Running Multiple EPM Sessions	156
Open .Untitled	156
Open	156
Editing Text	157
Character Marking	157
Advanced Marking Mode	158
Undo	159
File Import	160
Locating Text	160
Bookmarks	163
Defining Styles	164
Using Macros	165
Formatting Text	166
Drawing Line Graphics	167
Changing File Fonts	170
Printing	170
Saving Files	171
Customizing Appearance	171
Changing the Default Settings	172
Setting Colors	172
Status Line	173

Setting Fonts	174
Exiting EPM	175

8 Batch Files 177

Writing Batch Files	178
Naming Batch Files	179
Executing Batch Files	179
Creating Icons for Batch Files	180
Keeping Batch Files Together	180
Linked Commands	181

9 Printing 191

The Spooler	192
Disabling the Spooler	193
Printing from the Command Line	194
Canceling Queued Print Jobs	194
Printing from the Workplace Shell	195
Viewing the Spool Queue	196
Manipulating the Spool Queue	197
Printer Problems	198

10 Adobe Type Manager 201

OS/2 Fonts	202
Workplace Shell Fonts	203
Changing Fonts	203
Changing the Font Palette	204
Installing New Fonts	206
Printing with Fonts	208

11 Running DOS Applications 209

Changing DOS Settings	210
Installing a Specific DOS Version	228
Creating a DOS Startup Diskette	228
Creating the Startup Files	228