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## RULES FOR SELECTING DOCUMENTS

Keep the following rules in mind when selecting document names for an output list:

- You can combine documents from different folders in the same output list.
- You can also combine documents from different folders on different disks in the same output list. However, you must have all disks available in a disk drive when reproducing the documents. For example, some documents can be on your hard disk and others on a floppy disk so long as the floppy disk is inserted in a disk drive when you create the output list and start the reproduction process. And, your documents can be on two separate floppy disks so long as both floppies are inserted in disk drives. However, you cannot swap floppy disks while running GEM Output.
- GEM Output can only reproduce specific document types. Read "Types of Documents You Can Reproduce" in Section 10 before selecting documents you want to output.

---

## PRESELECT DOCUMENT NAMES

You can "preselect" the document(s) you want in your output list by selecting them on the GEM Desktop before you choose the **To Output** command. When the output list appears, it contains the names of the documents you preselected.

You can only preselect about ten documents at a time, give or take a couple, depending on the combined number of characters in the folder and document names. The maximum number of characters GEM Output can accept is 128.

Another way to preselect a document for an output list is to start GEM Output directly from a GEM application. The application passes the name of your current document to GEM Output and the name appears in the output list when GEM Output starts.

---

## ADD DOCUMENT NAMES

You can add one or more document names to an empty list or to a list that already has names in it. (To start with an empty list, choose the **New** command from the File Menu.)

To add one or more names, either click on the Add Name icon in the Tool Kit or simultaneously press the **Alt** and **A** keys. The ITEM SELECTOR dialog appears on your screen. (This dialog is explained beginning on page 12-7.) Use the ITEM SELECTOR to select the document or documents you want to add to your output list.

To add a single name to the list, do any of the following:

- Double-click on the document's name in the ITEM SELECTOR directory window. This is the fastest method.
- Click on the name when it appears in the ITEM SELECTOR directory window. The name appears on the line following "Selection". Click on OK or press Enter.
- Type the document name. It appears on the Selection line. Click on OK or press Enter.

To add more names, repeat the procedure as many times as necessary.

To add all of the documents indicated on the ITEM SELECTOR'S directory line to your list at one time (up to a maximum of 36), leave the Selection line empty and click on OK or press Enter.

**Note:** When the ITEM SELECTOR dialog appears, it covers a portion of the output list box. Therefore, you should make note of the document names you want to add before you click on the Add Name icon.

## **DELETE DOCUMENT NAMES**

To delete a name from the output list, do the following:

1. Select the name you want to delete. If you want to delete more than one name, use the drag or Shift-click technique to select those you want.
  2. Either click on the Delete Name icon in the Tool Kit or simultaneously press the **Alt** and **D** keys.
- 

## **DUPLICATE DOCUMENT NAMES**

To duplicate document names already in an output list, do the following:

1. Select the name you want to duplicate. If you want to duplicate multiple names, use the drag or Shift-click technique to select them.
  2. Either click on the Duplicate Name icon in the Tool Kit or simultaneously press the **Alt** and **C** keys.
- 

## **MOVE DOCUMENT NAME**

To move a name to a different place in the list, select it, then drag it to the desired location. When you release the mouse button, GEM Output inserts the name and rearranges the list, if necessary. You can only move one name at a time.

---

## SAVE AN OUTPUT LIST

If you want to save a new output list you've created so you can use it again, do the following:

1. Choose the **Save as** command from the File Menu. The ITEM SELECTOR dialog (described later in this section) appears so you can give your output list a name.
2. Type a name for your list (up to eight characters) and make its type LIS; for example, SALEDEMO.LIS. The name you type appears on the Selection line.
3. Click on OK or press Enter to save your list.

Note that the File Menu also contains a **Save** command. Use this command to save an existing output list after you make changes to it; for example, after adding names to the list.

---

## OPEN AN OUTPUT LIST

When you open an existing output list, GEM Output places all names it contains in the output list box. You can subsequently add names to the list, duplicate names, move names, delete names, or use the list as is. Note that the folder and output list names appear in the output list's title bar.

GEM Output allows you to open only LIS-type documents.

To open an existing output list, do either of the following:

- Open the output list's icon from the GEM Desktop. GEM Output starts automatically.
- Choose the **Open** command from the File Menu after you've started GEM Output.

When you use the latter method, the ITEM SELECTOR appears. The window shows the LIS-type documents in your current disk or folder.

If you open an existing list, make changes to it, and then want to save both the original and revised versions, use the **Save as** command to save the revised version under a different name. Your original version is still available under its original name.

---

## START REPRODUCTION PROCESS

When your output list is complete, do the following to start the reproduction process:

1. Click on the device icon that represents the device on which you want to reproduce your document or documents. If the correct device icon is already highlighted, bypass this step.
2. Click on the Start icon in the Tool Kit or simultaneously press the **Alt** and **S** keys.

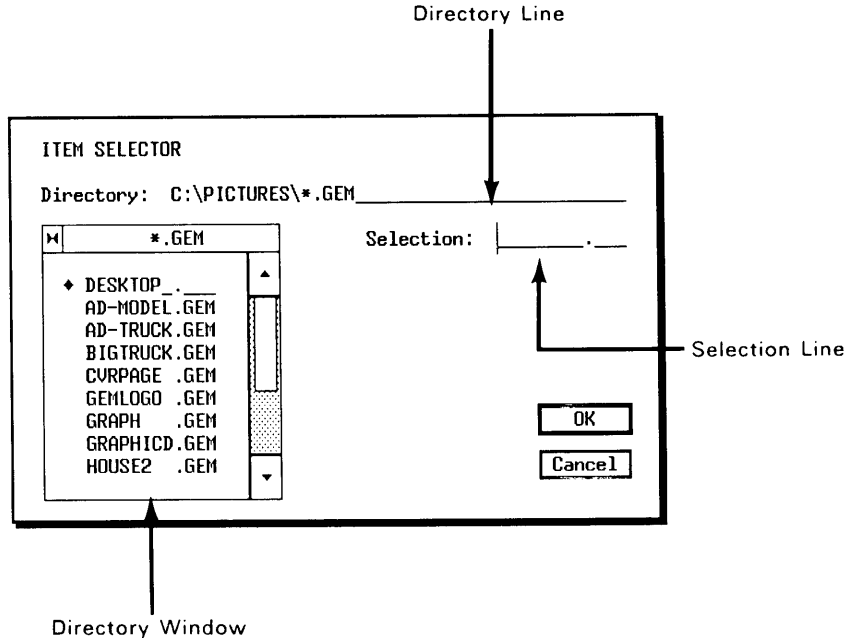
If you want to change either the global or device preferences, do so before completing the above steps. These preferences are described in Section 13.

---

## ITEM SELECTOR DIALOG

The ITEM SELECTOR dialog (shown next with its major components labeled) appears when you want to do the following:

- add one or more document names to your output list
- save an output list on disk
- recall an output list previously stored on disk



### Directory Line

The directory line shows the disk and folders where the items listed in the directory window are located. You can change the information on this line to do the following:

- name a folder from which you want to select one or more documents to add to your output list
- name a folder where you want to save an output list
- name a folder from which you want to recall an output list

To change the information on the directory line, place the pointer anywhere on the line and click. The text cursor appears after the last character on the line. Press the Backspace key to erase individual characters or press the Esc key to erase the entire line. Type the name of the disk and folder or folders you want to use.

### Wildcard Character

You can enter an asterisk (\*) or question marks (?) in the directory line as "wildcard" characters. For example, **C:\PICTURES\*.GEM** means "all GEM-type documents in a folder named PICTURES on disk drive C". (See your operating system manuals for more information about wildcard characters.)

After you enter the information on the directory line, click inside the directory window or press Enter to update the window with a list of items in that folder.

### **Selection Line**

You can type information on the selection line to do the following:

- enter the name of a document you want to include in your output list
- enter a name for an output list you want to save on disk
- enter the name of an output list you want to recall from disk

### **Directory Window**

The directory window lists the folders and items in the location specified on the directory line. The window can only show nine folder and item names at a time. Use the scroll bar, arrows, and slider to move up and down in the folder if it contains more than nine items.

You can use any of the following methods to select an item from the directory window.

- Click on the selection line and the text cursor appears at the beginning of the line. Type the document or output list's name and then click on the OK button or press Enter. (The name does not have to be visible in the directory window to use this method.)
- Click on the document or output list's name in the directory

window and GEM Output inserts the name in the Selection line. Click on the OK button or press Enter.

- Double-click on the document or output list's name in the directory window. This is the fastest method.

### **Folder Indicator**

Names listed in the directory window with a diamond to the left are folders within the directory path shown on the directory line. Click on the folder name to display its contents in the directory window.

### **Close Box**

The directory window has a close box (a diamond-shaped symbol) in the upper left corner. Click on the close box to move back to the previous folder.

If there is no previous folder, the directory window shows you the drive identifiers for your computer. Click on the drive identifier to display the contents of its root directory in the directory window.

End of Section 12

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# Device Preferences

You can use GEM Output to reproduce your documents on a variety of output devices. However, before doing so, you must be sure the device is correctly set up to work with the GEM Desktop. You can set up your monitor screen and printer by running GEMPREP, as explained in Section 2. To set up your plotter or camera, you must run GEM Setup, as explained in Part 4.

Once your devices are correctly set up to run with the GEM Desktop, you can indicate to GEM Output your preferences for how each device should operate. Your available preferences vary from one type of device to another, as explained later in this section. You can establish your preferences on a "permanent" or "temporary" basis.

**Permanent**

GEM Output remembers your permanent preferences and uses them every time you start the application. Although they are called "permanent", you can change them as often as you like using the commands on the Preferences Menu.

**Temporary**

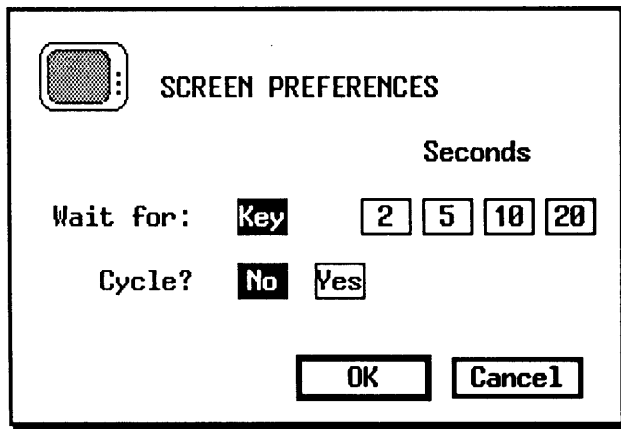
If you have a special job you want to run, you can temporarily change your preferences. GEM Output remembers your temporary preferences only until you change them again or restart GEM Output.

You'll learn more about permanent and temporary preferences in this and the other sections in this part of your GEM Desktop guide.

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**SCREEN PREFERENCES**

To check or change your current screen preferences, you can either double-click on the Screen icon or choose the **Screen** command from the Preferences Menu. Either of these actions causes the **SCREEN PREFERENCES** dialog, shown below, to appear on your screen:



Select the preferences you want by clicking on the appropriate buttons in the dialog, as explained below.

**Wait for**

"Key" tells GEM Output to wait until you either press a key or click the mouse button before displaying the next document in your output list.

Clicking on one of the buttons under "Seconds" (2, 5, 10, or 20) tells GEM Output to wait that many seconds before automatically displaying the next document in your output list.

Whether you select Key or a time interval, you can interrupt and terminate the process at any time by pressing the Esc key.

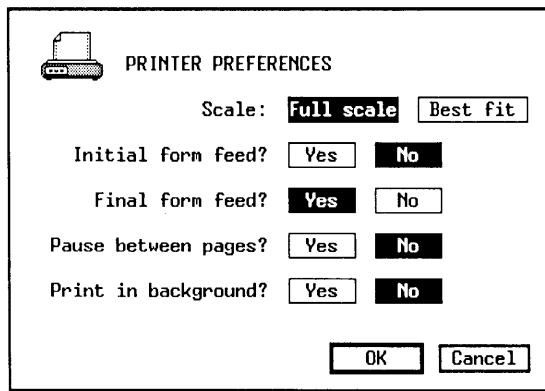
**Cycle?**

"Yes" tells GEM Output to cycle through your output list continuously until you press the Esc key. Click on "No" and GEM Output only goes through the list one time.

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**PRINTER PREFERENCES**

To check or change your current Printer preferences, double-click on the Printer icon or choose the **Printer** command from the Preferences Menu. Either of these actions causes the **PRINTER PREFERENCES** dialog, shown next, to appear on your screen:



Select the preferences you want by clicking on the appropriate buttons in the dialog, as explained below.

**Scale**

“Full scale” retains the size in which the document was originally created. The document might use less than a full page, or it might require several pages to print completely.

“Best fit” enlarges or reduces the document as required to fill a single sheet of 8 1/2” x 11” paper.

**Initial form feed?**

“Yes” causes the printer to advance one full sheet of paper before printing the first document in your output list. “No” causes the printer to begin printing immediately.

**Final form feed?**

“Yes” causes the printer to advance one sheet of paper after printing the last document in your output list. “No” causes the printer to stop at the end of the last document sheet.

**Pause between pages?** "Yes" causes the printer to pause at the end of each printed sheet of paper. This setting is primarily used for single-sheet-feeder-type printers. "No" causes continuous printing from page-to-page.

**Print in background?** "Yes" lets you return to the GEM Desktop or a GEM application while GEM Output prints your document(s). "No" requires that you remain in GEM Output until the printer has finished.

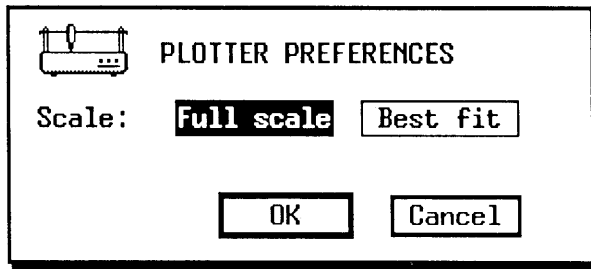
If you select "Yes", GEM Output does not return you to the GEM Desktop or your GEM application until it has "processed" all of the documents in your output list. Processing is a necessary step GEM Output goes through before actually printing the documents. Depending on the number of documents and their complexity, processing can take from several seconds to a few minutes.

**Note:** If your computer doesn't have enough memory to do background printing, the option is dimmed.

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## PLOTTER PREFERENCES

To check or change your current Plotter preferences, double-click on the Plotter icon or choose the **Plotter** command from the Preferences Menu. Either action causes the PLOTTER PREFERENCES dialog, shown next, to appear on your screen:



The PLOTTER PREFERENCES dialog contains "Full scale" and "Best fit" preferences, which are identical to those in the PRINTER PREFERENCES dialog. Read the PRINTER PREFERENCES dialog description for an explanation of these settings.

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## CAMERA FILM PREFERENCES

If you have a camera attached to your computer, you must tell GEM Output what type of film is currently loaded. To check or change your Camera Film preferences, double-click on the Camera icon or choose the **Camera film** command from the Preferences Menu. Either action causes the CAMERA FILM PREFERENCES dialog, shown next, to appear on your screen:

Film Type	Lightness
<input checked="" type="checkbox"/> Polaroid Type 669	-3
<input type="checkbox"/> Polaroid Polachrome	-2
<input type="checkbox"/> Ektachrome - ASA 100	-1
<input type="checkbox"/> Agfachrome - ASA 100	0
<input type="checkbox"/> Fujichrome - ASA 100	+1
<input type="checkbox"/> Reserved for future use	+2
<input type="checkbox"/> Reserved for future use	+3

OK CANCEL

Select the preferences you want by clicking on the appropriate buttons in the dialog, as explained below.

### Film type

The film type you select must match the film currently loaded in your camera. Choosing the wrong film type might result in unsatisfactory pictures.

Use only those films listed in the CAMERA FILM PREFERENCES dialog in your camera. (The dialog may list different films than those shown in the preceding illustration. If it does not list any films, you must run GEM Setup to tell the GEM Desktop you have a camera attached. See Part 4 of this guide for details on using GEM Setup.)

### Lightness

This setting controls the darkness and lightness of your pictures. The 0 setting is suitable for most films.


If you're using print film, **-3** makes the darkest prints and **+3** the lightest.

If you're using slide film, the effect is exactly the opposite. That is, **-3** makes the lightest slides and **+3** the darkest.

Because each film type has its own characteristics, you might have to experiment to find the best settings.

## CAMERA COLOR PREFERENCES

You can vary the colors your camera produces. To do so, choose the **Camera color** command from the Preferences Menu. The CAMERA COLOR PREFERENCES dialog, shown next, appears on your screen:


CAMERA COLOR PREFERENCES
  
  
 Color index:        
  
       
  

Current Color Setting

 Basic color:      
  
     
  
 Lightness:          
  
  
 Red:  %
   
 Green:  %
   
 Blue:  %

The **Color index** buttons correspond to the numbered color codes used in some GEM applications, such as GEM Draw and GEM

WordChart. When you click on one of these buttons, GEM Output highlights its corresponding **Basic color** and **Lightness** buttons in the CAMERA COLOR PREFERENCES dialog. You can change the Color index's setting by clicking on the Basic color and Lightness settings you want assigned to that color code.

For example, assume that while using GEM Draw you assigned color code 6 (normally yellow) to the text elements in your picture. You now want to reproduce that picture, but you want the text to be blue rather than yellow. Do the following:

1. Display the Preferences Menu and choose the **Camera color** command. The CAMERA COLOR PREFERENCES dialog appears on your screen.
2. Select Color index button "6" to tell GEM Output which color code you want to change. When you click on the button, GEM Output highlights the Basic color button labeled "Yellow".
3. Click on the button labeled "Blue" in the Basic color field. This assigns the color blue to color code 6.
4. If you want to lighten or darken the shade of blue, click on one of the buttons in the Lightness field. (This lightness setting has no connection with the Lightness scale in the CAMERA FILM PREFERENCES dialog.)

You can also vary the amount of Red, Green, and Blue in the color you select in the Basic color field to change the color's hue. You do this by changing the percentage values following Red, Green, and Blue in the lower left corner of the dialog.

When you select a Color index, Basic color, or Lightness setting, GEM Output displays the "standard" red, green, and blue percentages for your selection. Therefore, changing the percentages isn't something you'll find necessary under most conditions.

The following table shows examples of colors that result from various Red, Green, and Blue percentage settings.

Red	Green	Blue	Resulting Color
100%	0%	0%	Pure Red
0%	0%	100%	Pure Blue
0%	0%	0%	Black
100%	100%	100%	White
50%	50%	50%	Gray

When you change the percentage settings to produce a different color, the Basic color and Lightness settings in the dialog might no longer be applicable.

The actual colors produced by changing the percentages vary from one camera and film type to another. You might have to experiment to find the exact colors you want.

---

## GLOBAL PREFERENCES

In addition to setting individual preferences for each device attached to your computer, you can also set "global" preferences that generally apply to how each device and GEM Output operates.

To check or change your current global preferences, choose the **Global** command from the Preferences Menu. The GLOBAL PREFERENCES dialog, shown next, appears on your screen:

GLOBAL PREFERENCES

Number of copies: 1

Horizontal position:

Vertical position:

Auto display?

Select the preferences you want by clicking on the appropriate buttons in the dialog, as explained below.

**Number of copies** You can enter a value from 1 to 99 to tell GEM Output how many copies you want to produce of each document in your output list.

**Horizontal position** Indicate whether you want the printed portion of the document(s) placed on the Left, Center, or Right side of each page.

**Vertical position** Indicate whether you want the printed portion of the document(s) placed at the Top, Middle, or Bottom of the page.

**Note:** The **Number of copies**, **Horizontal position**, and **Vertical position** preferences only apply when you reproduce a document on your printer, plotter, or camera. These preferences do not affect documents you output to your screen.

**Auto display?**

Click on "Yes" if you want to run GEM Output in Auto Display Mode. Click on "No" if you want to run GEM Output in Batch Mode. Descriptions of these two modes are provided in Section 10.

---

**SAVE DEVICE PREFERENCES**

After setting your preferences as described in this section, you can make them a permanent part of GEM Output by choosing the **Save preferences** command from the Preferences Menu.

End of Section 13

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# Menus and Commands

When you touch one of the menu titles in the menu bar (File, Preferences, or OUTPUT), a menu drops down showing commands you can use to make GEM Output do what you want. These menus work the same way as on the GEM Desktop.

This section describes the commands that appear in each GEM Output menu. Pictures of the menus follow with brief descriptions of each command. Sometimes, a page reference shows you where to find additional information about a command.

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## KEYBOARD SHORTCUTS

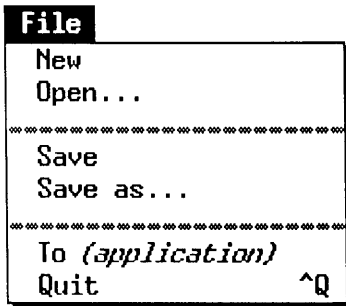
GEM Output provides some keyboard shortcuts similar to those on the GEM Desktop. The major shortcuts are described below.

<b>Add Name</b>	Hold down the <b>Alt</b> key while you type the letter <b>A</b> . This is equivalent to clicking on the Add Name icon in the Tool Kit.
<b>Delete Name</b>	Hold down the <b>Alt</b> key while you type the letter <b>D</b> . This is equivalent to clicking on the Delete Name icon in the Tool Kit.
<b>Duplicate Name</b>	Hold down the <b>Alt</b> key while you type the letter <b>C</b> . This is equivalent to clicking on the Duplicate Name icon in the Tool Kit.
<b>Start</b>	Hold down the <b>Alt</b> key while you type the letter <b>S</b> . This is equivalent to clicking on the Start icon in the Tool Kit.
<b>Quit Command</b>	Hold down the <b>Ctrl</b> key (represented by the ^

symbol in the File Menu) while you type the letter **Q**. This is equivalent to choosing the **Quit** command from the File Menu.

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**FILE MENU**



Clears all names from your current output list (without saving it) and displays an empty, untitled list.

Displays the ITEM SELECTOR so you can select an existing output list you want to use (pg. 12-6).

Saves your current output list under its present name (pg. 12-6).

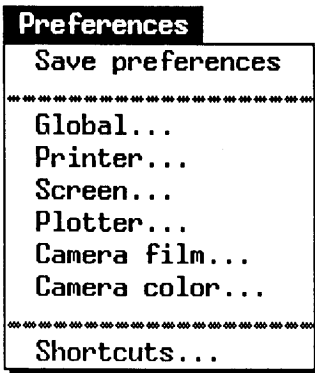
Displays the ITEM SELECTOR so you can save a new output list and name it, or save an existing list under a different name (pg. 12-6).

If you started GEM Output from a GEM application, the name of the application appears here. Choose the name to return to the GEM application. If you started GEM Output from the GEM Desktop, this menu slot is omitted.

Stops GEM Output and returns you to the GEM Desktop.

---

**PREFERENCES MENU**



Saves your current global and device preference settings as you currently have them set (pg. 13-12).

Use to set global preferences for how certain devices and GEM Output itself should operate (pg. 13-10).

Use to set options controlling how documents are output to your printer (pg. 13-3).

Use to set options controlling how documents are output to your screen (pg. 13-2).

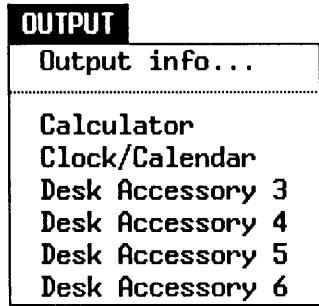
Use to set options controlling how documents are output to your plotter (pg. 13-5).

Use to indicate the type of film loaded in your camera (pg. 13-6).

Use to set options controlling the colors and their intensity produced by your camera (pg. 13-8).

Displays dialogs explaining various shortcut methods available in GEM Output.

**OUTPUT MENU**



Shows you information about the GEM Output application, such as version number and copyright information.

If your computer has enough RAM to use desk accessories, they are listed in the OUTPUT menu; otherwise, this part of the menu is omitted.

End of Section 14

# Print Spooler

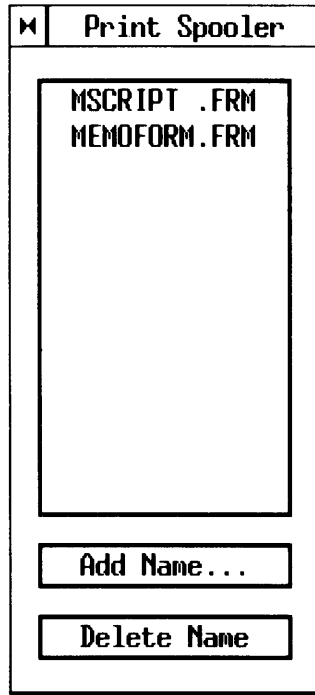
The Print Spooler desk accessory has two primary functions:

1. Use it to add or delete names in an output list while the documents are printing in the background. (See the "Print in background" option description on page 13-5 for instructions on background printing.)
2. Create a "temporary" output list from the GEM Desktop or a GEM application and begin printing the documents immediately. That is, you can bypass GEM Output to print your documents with this accessory.

---

## BACKGROUND PRINTING WITH PRINT SPOOLER

If you choose the **Print Spooler** command from the GEM Desktop or from a GEM application while you're printing in the background, the desk accessory's window appears:



The window lists the documents in the output list now printing in the background. The first document in the list is the one currently printing.

### **Add a Name to the Output List**

To add a name to the list, do the following:

1. Click on the "Add name" button.
2. When the ITEM SELECTOR appears, use it to add a document name to the list. (The ITEM SELECTOR is described beginning on page 12-7.)

Printing is suspended while the ITEM SELECTOR is on your screen.

### **Delete a Name from the Output List**

Click on the document you want to delete and then click on the "Delete name" button.

If you delete the document that is currently printing, printing stops, the paper advances to the top of the next page, and printing resumes with the next document in the output list.

**Note:** The "Add name" and "Delete name" buttons are not exit buttons. You can add and delete names as long as the print spooler window is active. To close the window, click on its close box.

---

## CREATE A TEMPORARY OUTPUT LIST

You can use the Print Spooler to create a temporary output list. Output lists you create this way have the following restrictions:

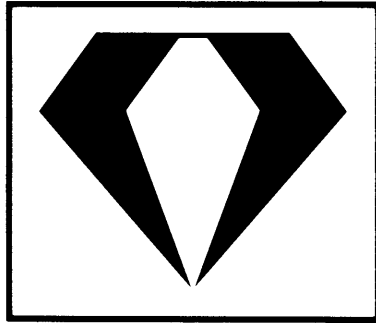
- you cannot save the output list
- the document(s) named in the list can only be ASCII text documents, like those described in Section 10 under "Types of Documents You Can Reproduce"

If you choose the **Print Spooler** command and you are not printing in the background, the print spooler window appears with no names in the list. Add document names to the list as described under "Add a Name to the Output List" (page 15-2).

As soon as you leave the ITEM SELECTOR dialog, GEM Output begins printing your document. Because the window is still open and active, you can continue adding names to the list.

End of Section 15





## Part Four

**GEM**  
**Setup**



# GEM Setup Overview

GEM Setup is a GEM application you use to tell the GEM Desktop there is a change in your "computer system setup". Your setup is a "statement" that tells the GEM Desktop exactly what devices are attached to your computer and how they are to operate.

The GEM Setup application is provided on one of your GEM Desktop product disks. However, unlike the GEM Output application, GEMPREP does not transfer GEM Setup from your GEM Desktop product disks to your hard disk or your GEM STARTUP disk. This is because you won't use GEM Setup very often, so there is no need to unnecessarily consume disk space.

---

## WHEN TO RUN GEM SETUP

If you change your computer configuration after running GEMPREP, you must tell the GEM Desktop what changes you have made. To be more specific, you must run GEM Setup when you do any of the following:

- add, remove, or change a device, other than a disk drive (to add or remove a disk drive, see the description of the **Install disk drive** command on page 9-8)
- change the communication port to which a device is connected
- change the type fonts for your screen, printer, or camera

In addition, you might not have had the opportunity when running GEMPREP to indicate all of the devices that are attached to your computer. For example, GEMPREP does not ask you if you have a camera attached. You must run GEM Setup to complete your setup before you can use your camera.

## **DEVICE DRIVERS**

The GEM Desktop's ability to work with such a wide assortment of devices is due, in part, to its use of "device drivers". These are small computer programs the Desktop uses when exchanging information with a device. They are necessary because every device has different capabilities and, therefore, sends or receives information in a different way. For example, if you have a monochrome monitor attached to your system, GEM Desktop needs to know that it can only display two colors, black and white. If you have a color monitor, the Desktop not only needs to know that it can display colors, but also how many colors it can reproduce. Some color monitors can display eight colors, others can display sixteen colors, still others can display far more. The device driver tells GEM Desktop precisely what it needs to know about each device.

When you run GEMPREP or GEM Setup and indicate what devices you have attached, these applications select the right device drivers for those devices.

This is a very simplified description of device drivers, but it will help you better understand the terminology you'll encounter when running GEM Setup.

End of Section 16

# Getting Started

GEM Setup is provided on your GEM Desktop product disk labeled Device Driver Disk #1. The instructions in this and all following sections are for running GEM Setup from floppy disk drive A.

We recommend you backup your GEM Desktop software before running GEM Setup. To do so, copy the GEMSYS folder from either your hard disk or your GEM STARTUP disk to a blank disk. If after running GEM Setup your GEM Desktop doesn't work as expected, you can restore your original GEMSYS folder to your disk and pick up where you left off before making any changes.

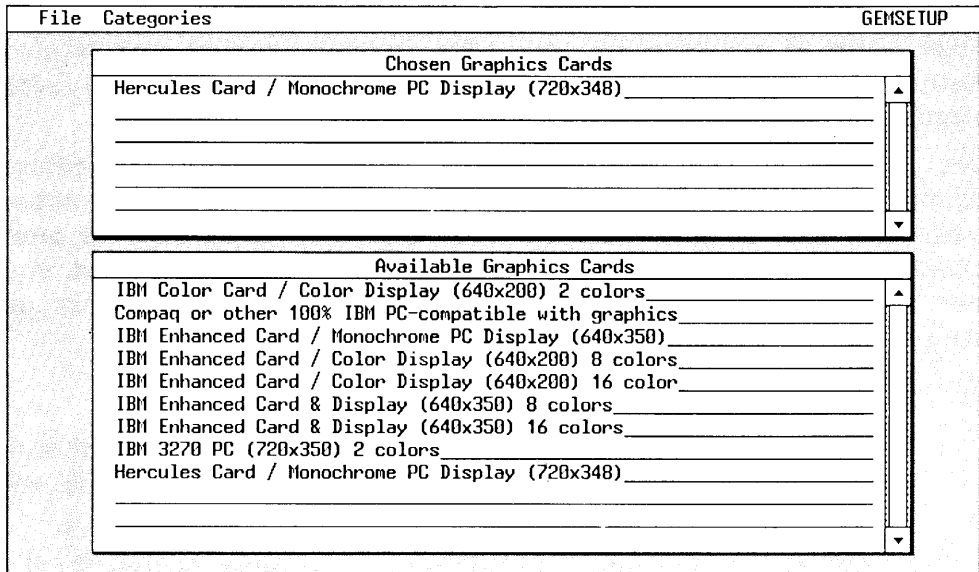
To start GEM Setup, do the following:

1. Insert Device Driver Disk #1 in drive A, close the drive door, and double-click on the drive's icon to display its contents in the window.
2. Locate the icon labeled GEMSETUP.APP (shown below) in the window you just opened.



**GEMSETUP . APP**

3. Double-click on the GEMSETUP.APP icon to start the application. When it starts, you see the GEM Setup screen, shown in the next illustration:




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## GEM SETUP SCREEN

The menu bar at the top of the screen contains the menu titles "File," "Categories," and "GEMSETUP." You display the menus and choose commands here the same way as on the GEM Desktop. You'll find descriptions of the menu commands in the following sections.

Most of the screen is taken up by the "Chosen..." and "Available..." windows. Note that both windows have a scroll bar, slider, and scroll arrows, just like a GEM Desktop window. Also note that the windows do not have a close box; they remain open on your screen until you quit using GEM Setup.

Each window's title bar shows you what "category" of devices is currently listed in the window. For example, in the preceding illustration, each window is showing "Graphics Cards".

**Chosen Window**

The Chosen window always shows you the device driver in your current setup for the device category you have selected in the Categories Menu.

**Available Window**

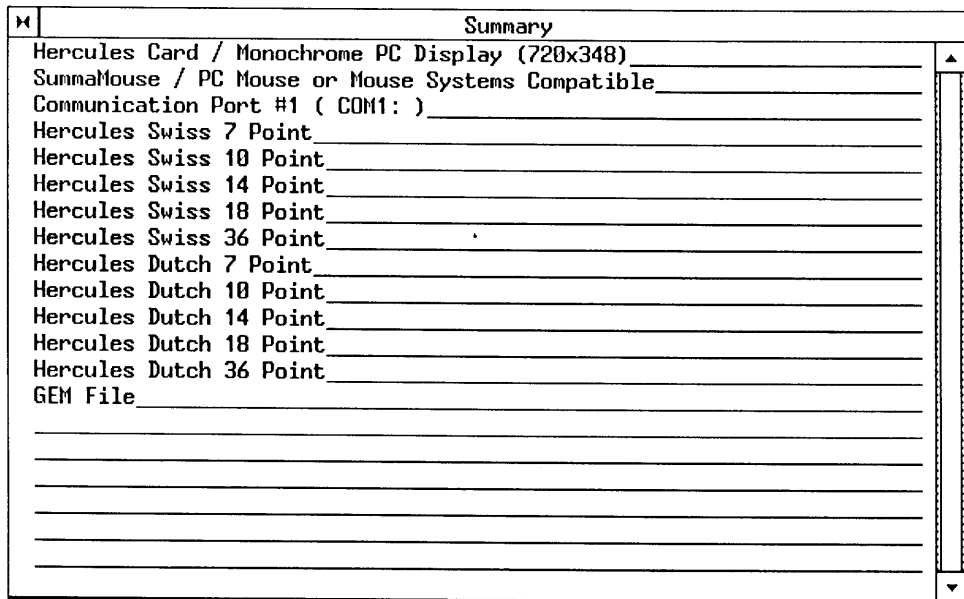
The Available window always shows you the device drivers that are available on your Device Driver Disks for the device category you have selected in the Categories Menu.

End of Section 17



# Revise Your Setup

Before you make any changes to your existing setup, you'll want to review its current arrangement. To see your existing setup, display the File Menu and choose the **Open Summary** command. The "Summary" window then appears on top of the Chosen and Available windows:



The image shows a window titled "Summary" with a list of items. The items are:

- Hercules Card / Monochrome PC Display (720x348)
- SummaMouse / PC Mouse or Mouse Systems Compatible
- Communication Port #1 ( COM1: )
- Hercules Swiss 7 Point
- Hercules Swiss 10 Point
- Hercules Swiss 14 Point
- Hercules Swiss 18 Point
- Hercules Swiss 36 Point
- Hercules Dutch 7 Point
- Hercules Dutch 10 Point
- Hercules Dutch 14 Point
- Hercules Dutch 18 Point
- Hercules Dutch 36 Point
- GEM File

Below the list are several empty lines. A vertical scroll bar is on the right side of the window.

You can use the scroll bar, slider, and scroll arrows to scroll the Summary window if your setup contains more items than will fit in the window at one time.

**Important:** You can display the Summary window at any time while

you're using GEM Setup. What you see in the window depends on when you choose the **Open Summary** command.

- If you display the Summary before making any changes to your setup, you see the setup the GEM Desktop is currently using.
- If, however, you make changes to your setup and then display the Summary, you see your changes, even if you have not yet saved them. In that case, the Summary shows what your setup would be if you saved it at that moment.

To close the Summary window, click on its close box or choose the **Close Summary** command from the File Menu.

---

## GET INFORMATION ABOUT A DEVICE

You can instruct GEM Setup to show you information about any device listed in the Available window. (You can't, however, get information about a device in the Chosen window.) If you want more information about a device, do the following:

1. Click on the device's name in the Available window.
2. Choose the **Show info** command from the File Menu.

The dialog that appears tells you the following about the device you selected:

- the filename of the device driver or type font (if any)
- the name of the disk on which the device driver is located
- the device's name, as it appears in the Available window
- a detailed description of the device (for graphics cards, printers, plotters, and cameras, only)

If the device does not have a device driver (communication ports, for example, don't require a device driver), the "Filename" and "Disk label" fields are empty.

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## SWITCH CATEGORIES

When the Chosen and Available windows first appear, they always show you the devices in the Graphics Cards category. To display a different category of devices, display the Categories Menu and choose the category you want to see.

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## ADD A DEVICE TO YOUR SETUP

Let's assume you want to add the Epson® JX-80™ Color Printer to your setup. You follow the same steps whether or not you already have a printer in your setup. Here are the steps:

1. Display the Categories Menu and choose the category for the device you want to add. In this case, choose the **Printers** category.
2. Drag the text line "Epson JX-80 Color Printer" from the Available window to the Chosen window.
3. Display the Categories Menu again and choose the **Printer fonts** category.
4. Drag a rubber rectangle around all of the fonts in the Available window.
5. Place the pointer on any one of the selected font names, and drag the group from the Available window to the Chosen window. (When there are more items than will fit in the Chosen window, GEM Setup automatically scrolls the window until the last item is visible.)
6. If the slider in the Available window does not extend the full length of the scroll bar, it means there are more available items than are shown in the window. If this happens, scroll the window, select the remaining items, and drag them to the Chosen window.

7. Finally, display the Categories Menu one more time and choose the **Printer ports** category. Drag the correct port designation (Printer Parallel Port #1 is usually a safe choice) to the Chosen window. (If the printer doesn't respond when you try to use it, you've chosen the wrong port. You can rerun GEM Setup, choose a different port, and try again.)

Keep these important points in mind:

- Your setup can include only one of each device (graphics card, printer, etc.). When you drag one of these from the Available window to the Chosen window, it automatically replaces anything currently in the Chosen window.

Furthermore, when you add a graphics card, printer, plotter, or camera, GEM Setup automatically deletes any existing fonts or port designation for the existing device. You must add new fonts and a port designation for the device you are adding.

- Fonts you drag from the Available window to the Chosen window are added to what is currently in the Chosen window; they do not replace anything.
- If you are adding a serial-type printer to your setup, you should also read "If You Have a Serial-type Printer" in Section 2.
- In most cases, if you make a mistake (such as adding the wrong device to your setup), you can run GEM Setup again and correct your mistake. However, if you add the wrong graphics card, you must run GEMPREP again and recreate the GEM Desktop.

When you finish adding the device to your setup, check the Summary to make sure everything is as you want it.