

TeleFinderTM

Pro



Personal Communications
Software for the Macintosh®.

software
**SPIDER
ISLAND**

For Macintosh Computers

TeleFinder™

Pro

Owner's Manual

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Contents

Getting Started with TeleFinder™ Pro

About TeleFinder Pro	1-1
Installing the Software	1-2
Configuring TeleFinder	1-3
Choosing a Serial Port	1-4
User Preferences	1-4

Connecting to Other TeleFinder Systems

Making Changes to a Setup	2-1
Setup Update Fields	2-2
Connection Messages	2-4
Icons Received	2-6
Types of Icons	2-7
Accessing TeleFinder Services	2-8
Using "Get Info"	2-9

File Transfers

Transferring Files	3-1
Sending Files	3-2
Receiving Files	3-2
Default Receive Destination	3-3
File Transfer Protocols	3-4
File Transfer Dialog	3-5
ZMODEM File Recovery	3-6

Electronic Mail

The Mail Form.....	4-2
Replying to a Message.....	4-2
Locating a User.....	4-3
Mailing a File.....	4-4
Your Address Book.....	4-4
Automated Mail Delivery and Pickup.....	4-6

Participating in Conferences

Viewing Messages.....	5-2
Selecting Messages.....	5-2
Replying to a Message.....	5-4
Creating a New Topic.....	5-5

Using the Terminal Window and Macros

Connecting to a Text Based Service.....	6-1
Linked Macros.....	6-2
Terminal Menu.....	6-2
Terminal Buttons.....	6-5
Using Macro Commands.....	6-6
Command Description and Syntax.....	6-8
Type of Command Arguments.....	6-8
Display Commands.....	6-10
Flow of Execution.....	6-11
Data Commands.....	6-12
Communications Commands.....	6-13
High Level Commands.....	6-14

Remote Access and Other Functions

Remote Access.....	7-1
Remote Access Host Dialog	7-1
Text Editing	7-3
Merging Text.....	7-4
Printing	7-4
Online Chatting.....	7-5
Disk Management.....	7-5

Advanced Modem Settings and Trouble Shooting

Configurations for High Speed Modems	8-1
Flow Control	8-2
Speed Conversion	8-2
Dialing Failures	8-3
Connection Failures	8-4
Communications Failures	8-6

Getting Started with TeleFinder™ Pro

About TeleFinder Pro

TeleFinder is a Macintosh® application that allows you to connect to other computers using a modem and your phone line. TeleFinder Pro provides three methods of connecting with other computers: As a TeleFinder client, a Remote Access Host, or through TTY terminal emulation.

With TeleFinder Pro you can access TeleFinder Group Edition Bulletin Board systems around the world that provide electronic mail, group discussions, and file sharing. You can also connect to other users of TeleFinder Pro to share files.

As a Remote Access Host you can provide controlled access to files on your hard disk to other users of TeleFinder Pro.

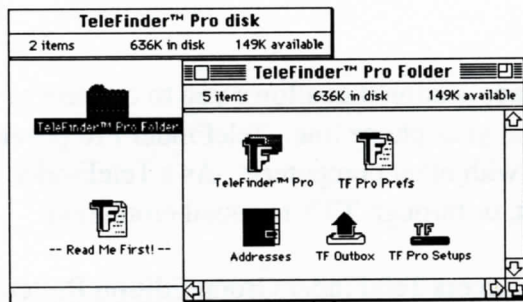
Using TTY terminal emulation TeleFinder Pro can link you to a number of text-based commercial and public services like CompuServe®, GENie™, Delphi and others.

How to use this Guide

This guide is grouped by the functions of TeleFinder Pro: Installation, Connecting to Other TeleFinder Systems, File Transfers Electronic Mail, Participating in Conferences, , Remote Access, Using Terminal Emulation and Macros, Miscellaneous, and Advanced Modem Settings and Trouble Shooting.

Installing the Software

The files you need to install with TeleFinder™ Pro can be found on the “TeleFinder™ Pro Disk”.



Copy the “TeleFinder™ Pro Folder” onto your hard disk or onto another floppy disk. The “-Read Me First-” file may contain corrections and additions to this document.

About the Files

- TeleFinder™ Pro is the application file.
- TF Pro Prefs is a file that contains user preference resources.
- Addresses is a file that contains names and phone numbers of other users for use in sending Electronic Mail.
- TF Pro Setups contains modem specific settings and command strings that TeleFinder uses to “Initialize” the modem.
- TF Outbox is a file TeleFinder uses to send mail that was prepared “offline”.

System Requirements

Any Macintosh model 512KE or above, and System Software 4.1 or later. When using MultiFinder or System 7 a minimum of 768K of memory is suggested for TeleFinder Pro, and total system memory of 1Mb or more.



TeleFinder™ Pro



TF Pro Prefs



Addresses



TF Pro Setups

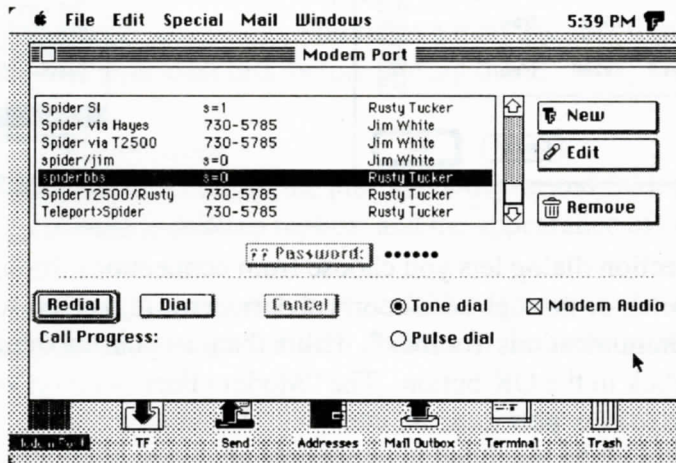


TF Outbox

A 1200 bps or faster modem which uses the AT command set is required. When using V.42bis or MNP a “high-speed, hardware handshake” modem cable is required for flow control.

Configuring TeleFinder for your Modem

Open the “TeleFinder™ Pro” application. As TeleFinder opens, it configures itself to the Macintosh you are using and builds a replica of your *desktop*.



The TeleFinder desktop. TeleFinder's desktop includes specialized icons in addition to the icons Finder uses. TeleFinder's Auto-Dialer is also visible.

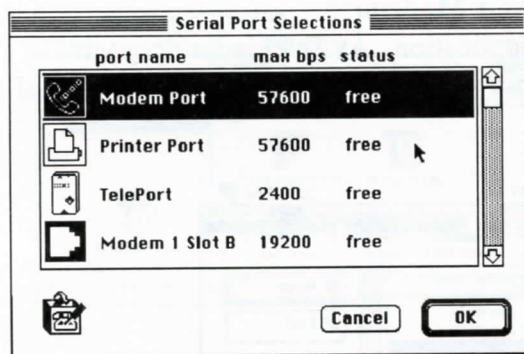
After opening TeleFinder will normally open the “Modem Port” icon to access the Auto Dialer. This is controlled by a user preference which is explained later in this chapter.

The Auto-Dialer opens the selected serial port and provides access to the setups list which contains your Name, Password and Modem specific information. Once your information has been entered you only need to click in the “Redial” or “Dial” button to connect to a TeleFinder Host.

Automatic mail delivery and pickup with a TeleFinder BBS requires that your password is also entered as part of the configuration. Fully automatic logons to text-based (terminal emulation) services need a linked script.

Choosing a Different Serial Port

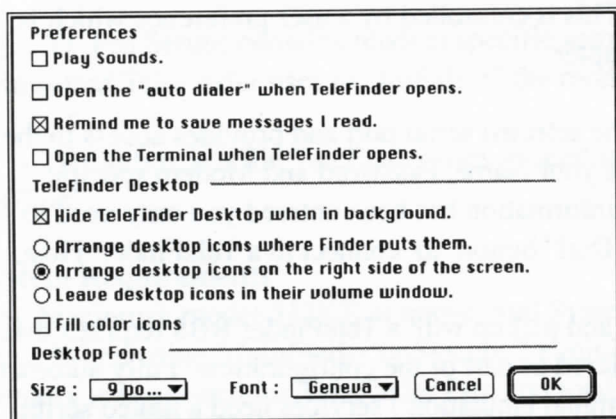
If your modem is not connected to the Modem Port on your Macintosh select "Change Ports..." from the "Special" menu.



The Serial Port Selection dialog lets you choose from connections through the built-in serial ports, or through serial ports and modems registered with the Macintosh "Communications Toolbox". Hilite the port your modem is connected to, and click in the OK button. The "Modem Port" icon on your desktop will change to new port icon.

User Preferences

You can use the preferences dialog to control the way TeleFinder behaves in certain circumstances and how it draws the replica desktop and icons.



The preferences dialog controls user specific features.

Play Sounds : When this is selected TeleFinder will play sounds provided for specific events such as connecting, canceled file transfer or hanging up the phone.

Open the "Auto Dialer" when TeleFinder opens : When this is checked, the Auto Dialer will open using the selected serial port when the TeleFinder application is opened.

Remind me to save Messages I read:: When this is checked, TeleFinder will prompt you to save mail and text files you open on the BBS to your own disk before closing them.

Desktop Icons

These buttons control the placement of file and folder icons on TeleFinder's desktop replica; and the appearance of colored icons.

Where Finder puts them... If this is selected TeleFinder will display file/folder icons out on your desktop in the same position that Finder uses.

On the right side... When this is selected file/folder icons will be organized in columns on the right hand side of the desktop.

In Volume Window... When this option is selected icons will not be drawn on the desktop but will appear in the window of the disk they are on.

Fill Color Icons : When this is checked TeleFinder will draw icons with the color "filled in" instead of color on the edges. This option appears only on Macintosh computers with color QuickDraw.

Desktop Fonts

These Pop-up menus let you select the Font and Font Size that is used in the windows of your folders.

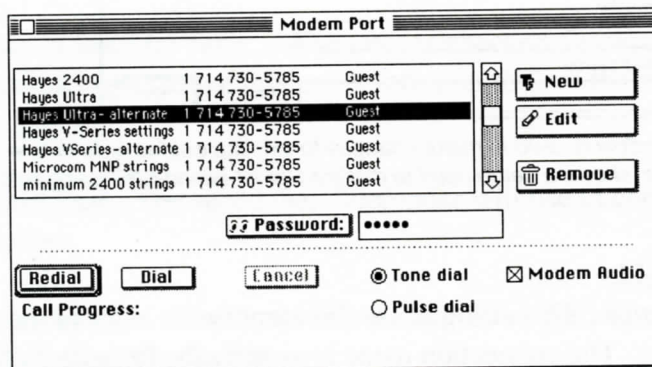
- Notes -

Connecting to Other TeleFinder Systems

This chapter takes you through the process of making a connection to a TeleFinder BBS, or to TeleFinder Pro, and introduces you to some of the services which may be available to you on a TeleFinder BBS. See the terminal emulation chapter for information on connecting with commercial services and text-based BBS's

Once you have installed TeleFinder™ Pro on your Macintosh and have customized your modem setups making a connection to a BBS or Remote Access Host requires only the click of a button!

Each entry in the Auto Dialer's list contains phone number, name, password and modem setting information necessary to make a connection to the desired service.



The file provided with TeleFinder includes settings for several popular modems. You can use these to construct your own custom setups.

Making Changes to a Setup

From the Auto Dialer window you can make changes to the supplied entries. For example you can enter your name and password in an existing setup or create a new setups when necessary.

Modem Setup Button Functions

These buttons in the Auto Dialer window manage entries in the TF Pro Setups file.

Add: Adds a setup to the file.

Edit: Opens an edit dialog for the selected setup.

Remove: Deletes the selected setup from the file.

To enter your name and password select the setup for your modem and click in the Edit button.

Setup Update

Connection Name: Hayes Ultra

Host Phone Number: 1 714 730-5785

Link to Macro:

☒ TeleFinder™ Host? ☒ Supports Mail?

User Name: Guest

Password:

Flow Control: CTS/DTR Con... ☒ Adjust BPS ☐ Use "RT" Pacing

Baud Rate: 38.4 K ☐ Wake-up with "Break"

Modem wake-up: RT&F

Modem initialization: RT

The Setup Update window is used to make changes to existing entries or to define new entries. This example shows a setup used to dial the Spider Island BBS using a Hayes® Ultra modem.

Setup Update Fields

Connection Name : This string is used to identify the entry in the Modem Setups list. The connection name is used by the Remote Access dialog, the Macro "DIAL" command, and the Mail Outbox.

Host Phone Number: Is the number dialed to access the host.

Link to Macro: This button links a logon macro script to be run after a connection is established by TeleFinder. (Note: TeleFinder Host's are supported by TeleFinder Pro's automatic logon and do not require a script.)

TeleFinder Host?: This let TeleFinder know if the Host is TeleFinder compatible or not.

Supports Mail?: This lets TeleFinder know if the Host supports mailboxes (such as Group Edition Host BBS's do). Do not check this box for entries used to connect to a Remote Access Host.

User Name : Is the name you use to logon to a TeleFinder BBS, commercial service or other system.

Password: The password you provide for access (optional).

Adjust BPS : When this is checked TeleFinder will adjust its communication speed to match the speed of the modem connection.

Use "AT" Pacing: Some modems need TeleFinder to slow the pace of AT command strings. Check this when using TeleFinder with older modems.

Use "Break" for reset : When this is checked TeleFinder will send a short break signal to the modem before it initializes the modem or hangs up the phone.

Baud Rate : The speed that TeleFinder will use in communicating to the modem.

Flow Control : The type of flow control that will be used between TeleFinder and the modem.

Modem Wake-up : The first string of AT Commands sent to your modem. The modem strings are used to configure your modem for compatibility with TeleFinder and to access advanced modem features.

Modem Initialization : This is the second string sent to your modem.

Start Your Logon

Begin by clicking in the *Dial* button to call the BBS. TeleFinder will “Wakeup” (initialize) your modem, dial the number and wait until the modems connect. Use the *Redial* button when you want TeleFinder to automatically redial a busy number.

Once the modems connect, TeleFinder will verify your name and password, then add icons to your desktop representing services the host has provided for you.

Connection Messages

TeleFinder will normally display the following messages in the Call Progress field during the Wakeup and dialing process.

Waking up the modem...

Dialing the number...

Waiting for an answer...

Connected at 2400 bps. (or 1200, 9600, etc.)

If you had clicked in *Redial* and the number was busy TeleFinder will wait a few seconds and begin again at “Dialing the number”.

During logon the Host will verify your name, password while displaying these messages in the Call Progress field:

Waiting for the host...

Sending name and password...

Waiting for verification...

Sending confirmation...

Successful connection!

Possible Errors During Connection

While TeleFinder establishes a connection to the bulletin board a number of errors may occur. Problems are rare, but when they occur the following are the most common.

- TeleFinder may not be able to “Wakeup” your modem.

This normally occurs only when the selected setup does not match your modem.

Reselect the setup from the list and try again.

- TeleFinder displays the “No Computer Answered” message and stops dialing. This may happen if you dialed the wrong number, the BBS was busy and could not accept your call, or your modem is not compatible with the modem on the BBS.

Verify that the phone number is correct and try again with *Modem Audio* checked. Listen to your modem as it waits for an answer. If there is no answer, the BBS may have just lost a connection and is not ready to answer a call yet. Wait about one minute and try again.

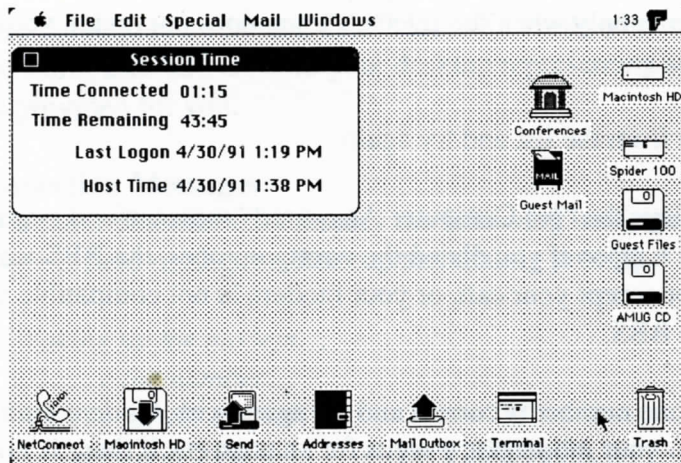
If it sounds like the modems try to connect, modem compatibility may be the problem. This might be solved by changing modem strings. Please see the Trouble Shooting chapter for more information.

- TeleFinder displays “The Host did not Start the Logon”. This occurs if you make a connection on a noisy phone line, the cabling is improper for a high speed modem, or if you dial a computer that is not using TeleFinder.

Verify the phone number you’re calling and try again.

Icons Received from the BBS

After a successful connection, the BBS will send the icons that you have access to. These will be added to your desktop on the right hand side of your screen. You can open them just as you would a folder or a disk icon by double-clicking on them.



Sample screen from a "Guest" connection to the Spider Island BBS.

The screen above is an example of what you will see after connecting to the Spider Island Software BBS. TeleFinder displays the Spider Island Files icon to indicate access to files on Spider Island's disk, a Mailbox where your mail resides and a Conferences icon containing various public messages.

Session Time

The Session Time window indicates the amount of time that you've been connected and the time remaining for a given connection.

When you're connected to the latest version of TeleFinder Group Edition you'll also see your last logon date and the date/time your current session began. These are shown in the local time of the host you are connected to.

Types of Icons you may see



Guest Files

The Host may put four types of icons on your desktop. Each of these represents access to a different service of the bulletin board.



Conferences

Download Files are found in icons like the “Guest Files” icon. You can copy files found in icons like this.

Public Messages are found in icons like “Conferences”. You can read the messages within this icon and add messages of your own.



Guest Mail

Your Mail is found in an icon like “Guest Mail”. The mailbox will have a letter sticking out of it when there is mail waiting for you.



Guest Mail

Drop-boxes are used to send mail and files to other users. You cannot open this icon to view its contents.

Other Types of Icons

After you open a main icon you may see three other types of icons in addition to the icons Finder uses for files. TeleFinder can open files with these icons without using a different application.



TeleFinder News Thread

Message Threads are found in icons like “TeleFinder New Thread”. These icons group together several messages on a related topic.



A Text File

Message Files are shown like “A Text File”. mail messages in your mail box will appear like this. This is also the default icon for any text file.



Bitmap Graphic

MacPaint format bitmapped graphics files have this icon.

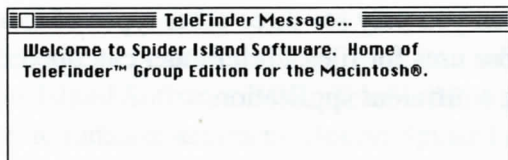
Document Icons

Documents from other applications will be shown with their own icons if they are included in your desktop file. If your Finder does not know about a certain type of icon the generic default icon will be shown.



You can use “Get Info” to find size and related file information about a file and to retrieve its comment.

A “TeleFinder Message” may also appear on your screen. It is used for welcome messages and for special or important announcements. It usually appears only if it has changed since your last call.



Longer messages will appear within their own text window. These messages may contain up to 32K of text and can be saved, printed, and later edited like any other text file.

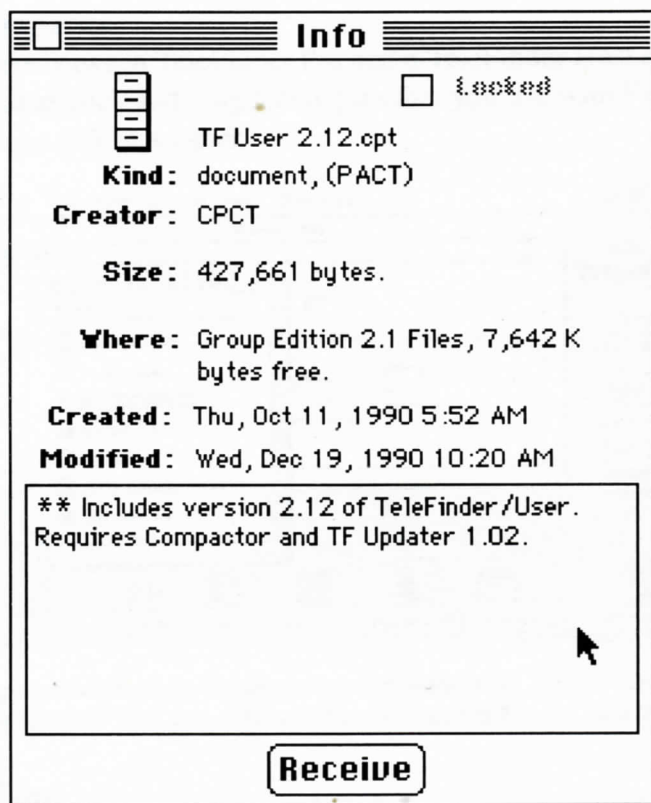
Accessing TeleFinder Services

With TeleFinder BBS's it is customary to provide a “Guest” account with limited access for new users. The person operating the BBS can usually receive mail addressed to “Sysop”. A letter explaining the purpose and customs of a specific BBS can usually be found in the Guest Mailbox.

You can call the Spider Island BBS to download a list of publicly operated systems using TeleFinder. Many of these systems provide business related services. For example:

Using “Get Info”

To open Info for a file highlight its icon and then select “Get Info” from the file menu. Get Info operates with both local and remote files.



In addition to basic file information the Info window displays the file's comment. The file comment can provide you with important notes about the purpose or use of the file.

Use the *Receive* button to transfer the file to your default destination. You can change the file comment on files from your own disks. Any comment included with the file will be retained during file transfers.

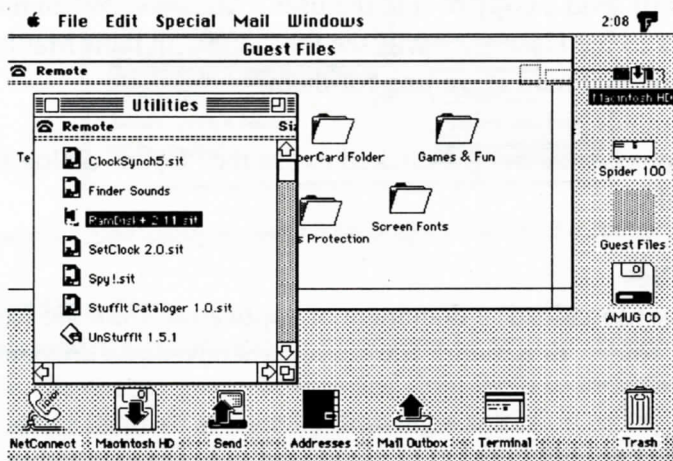
- Notes -

Name: _____	
Address: _____	
City: _____	
State: _____	
Zip: _____	
Phone: _____	
Fax: _____	
E-mail: _____	
Created: _____	
Modified: _____	
Printed: _____	
Deleted: _____	
Archived: _____	
Restored: _____	
Exported: _____	
Imported: _____	
Status: _____	
Comments: _____	

File Transfers

Transferring Files

File transfers between TeleFinder Pro and a TeleFinder Host are started using the same click and drag techniques that you use with Finder to copy files from one disk to another.



In the example above, the user is transferring the "Ram Disk+ 2.11.sit" file to their disk called "Macintosh HD" from the Utilities folder, by dragging it to the hard disk icon.

Sending Files

You can send files directly to a Host's "New Uploads Folder", to another user via their Drop-Box icon by dragging their icons to the appropriate destination icon. To receive a file from a Host, drag the file's icon to one of your folders, disks or to the receive icon on TeleFinder's desktop.

To a Host's "New Uploads Folder"

To send one of your files to the "New Uploads Folder", drag that document's icon to the "Send" icon at the bottom of your screen. A shortcut is to double-click the "Send" icon to use the "Open" dialog to select a file to be sent. After it is sent, there will be a copy of your document in the designated folder on the bulletin board system.

To another User's Mailbox

When you want to send a document directly to another user, you will need to first get that user's drop-box icon. To do this, choose the menu item "Get the Drop-box of..." from the Mail menu. Enter the users name and click OK, the Host will then send you that users drop-box icon and put it on your desktop.

Drag the icon of the document that you want to send to the drop-box and TeleFinder will send a copy of it to the user's Mailbox. When that user connects to the Host, they will see the "letter" in their Mailbox icon indicating that mail is waiting for them.



Drop-box icons can be double-clicked to use the "Open" dialog for selecting a file.

Receiving Files

You can copy (download) a document or application from the Host system to your disk, folder, or network file-server whenever you are connected to the Host.

From the "Info" Window

Click on the Receive button in the file's Info window to begin the file transfer to download the file to your default destination. For more information on the Info window see "Using Get Info" in the previous chapter.

From any Host Folder or Mailbox

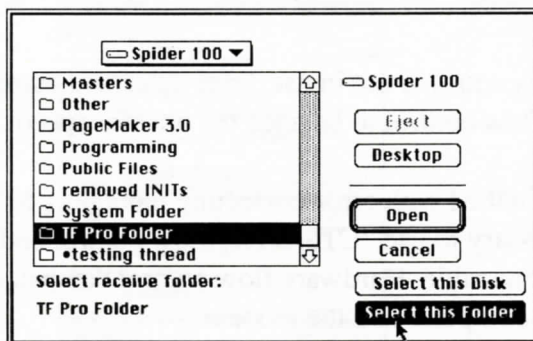
You can always copy the documents located within your mailbox by dragging them to your disk. Delete mail after you have copied or read it by dragging it to the Trash icon. You cannot delete files from Download Files Folders.

Default Receive Destination

TeleFinder uses the "Receive" icon located on your desktop to represent the "default destination" that may be used when receiving files. Files can be dragged to this icon instead of a disk or folder icon when copying documents from the host.



Open the Receive icon to select any folder as your default destination. In this example, a folder named "TF Pro Folder" has been selected. You can also drag a folder from one of your disks to the Receive icon to make that folder the new default destination.



Use this custom "Open" dialog to select a file or disk to use as the default destination.

Batch File Transfers

Using TeleFinder a group of documents can be sent or received at the same time. Select the group of files and drag them to their destination. You can select them all at once by drawing a selection rectangle around them, or by holding the shift key down while you click on individual icons.

File Transfer Protocols

TeleFinder supports XMODEM, XMODEM-CRC, XMODEM-1K and ZMODEM file transfers. Before you send or receive a file, you can select the file transfer protocol you wish to use from the Special Menu.

ZMODEM

ZMODEM file transfers have the advantage of 32 bit CRC's and file recovery. The capability to perform file recovery is one of the reasons ZMODEM is often called an "intelligent" protocol.

TeleFinder's implementation of ZMODEM automatically adapts packet sizes in response to baud rate and line conditions.

Flow Control and ZMODEM

ZMODEM achieves faster file transfers by continuing to send data until the transfer is complete or the receiver requests a re-transmit. The non-stop nature of the protocol requires flow control to balance the speed of the sender and receiver.

If hardware flow control is not in use TeleFinder will automatically turn on XON-XOFF flow control to balance the transfer speed.

When using ZMODEM with error-correcting modems (MNP, V.42 and others) it is necessary to use "CTS/DTR" flow control and a "hardware handshake" modem cable. Hardware flow control can balance the flow of data between the computer and the modem.

XMODEM

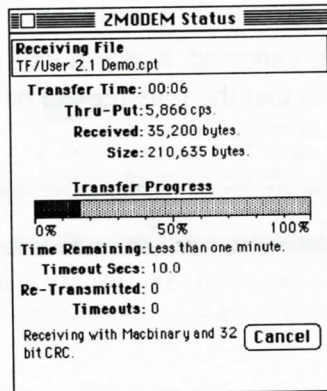
The XMODEM file transfer protocol uses less overhead than ZMODEM and does not require flow control. You may want to select XMODEM when you have a large number of small files to transfer. XMODEM does not support file recovery.

TeleFinder supports 3 variations of XMODEM file transfers. Original XMODEM with checksum error detection, XMODEM-CRC with 16 bit CRC error detection, and XMODEM 1K with 1K byte data packets and 16 bit CRC.

In addition, the "Ack-Ahead" option can be selected for faster transfers only with error-correcting modems. Although Ack-Ahead will speed up an XMODEM transfer, it will also prevent XMODEM from completing a transfer if a data error occurs.

The File Transfer Dialog

A status dialog is opened during a transfer to keep you up-to-date with its progress. The key points of information displayed in it are explained below.

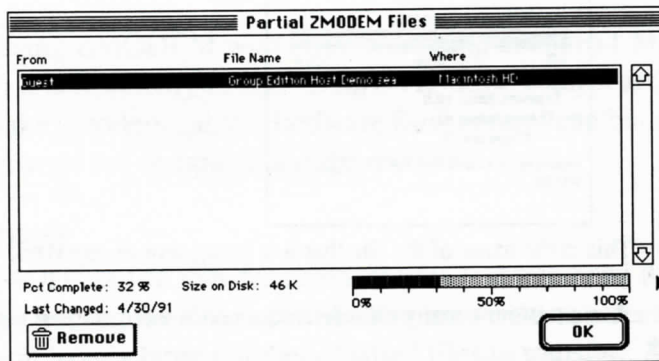


- *Receiving File* - This is the name of the file that it is being sent or received.
- *Transfer Time* - A count of how many minutes and seconds have elapsed since the transfer was started.
- *Thru-put* - This tells how many valid characters-per-second have been sent or received. Thru-put is reduced when retransmits are necessary for error correction.
- *Received* - The total number of good bytes received.
- *Size* - The total size of the file being sent or received
- *Time Remaining* - This provides an estimate of the amount of time the transfer will require to complete. The field is initially "???" until the Macbinary information has been received.
- *TimeOut Secs* - This is how long the program will wait for an packet acknowledgement from the receiver, or the next packet from the sender.
- *Re-Transmitted* - This is the total number of packets that were requested to be re-sent due to error corrections or timeouts. TeleFinder will cancel a transfer when a packet has been resent unsuccessfully 10 times.
- *Timeouts* - The number of times that the timeout period was exceeded during transmission or packet acknowledgement.

Canceling a Transfer

To cancel a file transfer in progress click in the Cancel button. TeleFinder will clean-up any actions in progress, send a cancel message to the host and wait for a “ready to continue” message to be sent back from the host.

When a ZMODEM transfer is canceled, a record will be added to the “TF Pro Partial Files” document so that the transfer can be completed at a later date.



The Partial ZMODEM File window displays information about partial files saved on your disk. This dialog is opened using the “Special” menu “Show Partial Files” item.

ZMODEM File Recovery

If a ZMODEM file transfer fails to complete, TeleFinder records the partial file so that the transfer can be completed at a later time.

The “Disk First Aid” Icon to the left shows the icon used to display partial files.



Disk First Aid

To complete a partial file, drag the file to the same location to resume the transfer. This method can be used to complete transfers of files that you have tried to send or receive.

Electronic Mail

The TeleFinder mail system is managed on a TeleFinder BBS using tools provided with the Group Edition Host program, and by functions within TeleFinder Pro.

Mail	
Get the Drop-Box of...	⌘D
Chat Messenger...	⌘M
Locate a user...	⌘U
New Message Topic:	⌘Y
New Mail Form	⌘N
Reply to Mail	⌘R

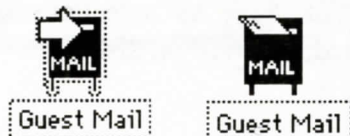
The Mail menu provides access to the basic functions of TeleFinder's electronic mail. This menu is not active when connected to a text-based service or another copy of TeleFinder Pro.

The "Mail Outbox" can be used to queue files and messages to be sent at a predetermined time, or to pick up your mail for you. "Addresses" can be used to maintain a list of frequently used names.



The "Addresses" and "Mail Outbox" icons provide ways to automate the process of sending and receiving mail.

TeleFinder sends mail to other users through a "Drop-Box" icon. This icon gives you write-only access to another user's mailbox. When mail has been sent to you it will be available inside of your mailbox icon.



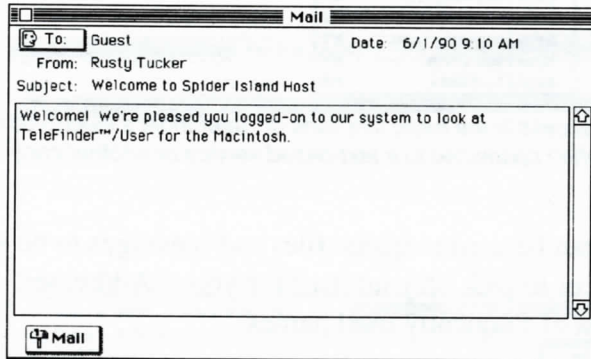
The "Drop-Box" and "Mailbox" icons for the Guest account are shown above. A Mailbox icon with a letter in it indicates that mail is waiting for this user.

The Mail Form

The mail form is a convenient way of sending a text message to another user. It is most useful for short messages that you want to enter while you are still connected to the Host.

Creating a New Message

Choose “New Mail Form” from the Mail menu to open this window:



The mail form uses the standard Macintosh text editing commands including Undo. You can address the message by clicking in the *To* button and selecting a name from your address book; or by simply entering a user's name in the field to the right of the button.

If you are on-line, the *Mail* button at the bottom of the window will be active and will transmit your message as soon as you click on it.

Using the “Print”, “Save”, or “Save As” selections from the File menu the Mail window can be printed, or saved on disk.

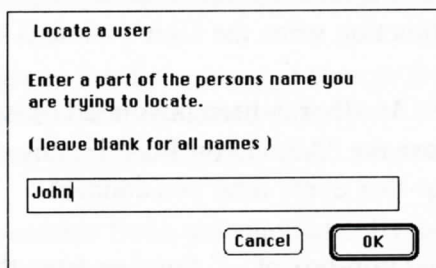
Replying to a Message

When you have received mail created with the Mail form, you can reply to it by making the original message the front window and then selecting the “Reply To Mail” menu item.

Mail	Windows
Get the Drop-Box of...	⌘D
Chat Messenger...	⌘M
Locate a user...	⌘U
New Message Topic	⌘Y
New Mail Form	⌘N
Reply to Mail	⌘R

Locating a User

When sending mail it is necessary to know the exact spelling of the recipient's name in order to properly address your message. The "Locate a User" function can help you find valid addresses for your mail. You may save them in your local address book for quick reference in the future.



Locate a user

Enter a part of the persons name you are trying to locate.

(leave blank for all names)

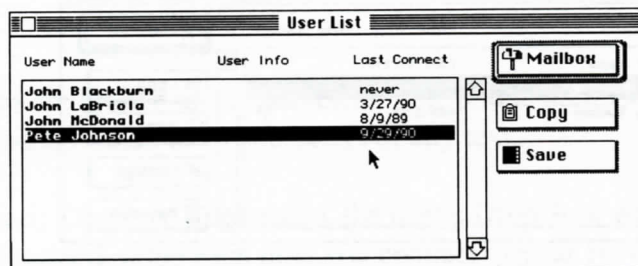
John

Cancel OK

You can either enter a portion of a user's name, or leave the entry blank to receive a full listing. When you enter a partial name, the host will send you a list of all the names that contain that string. The name search is not case sensitive.

Located Users List

The User List that is created by the "Locate a User" function can be used to place a user's Drop-Box on your desktop with the *Mailbox* button, to copy their name to the clipboard with the *Copy* button, or to save their name in your address book with the *Save* button.



User Name	User Info	Last Connect
John Blackburn		never
John LaBriola		3/27/90
John McDonald		8/9/89
Pete Johnson		9/29/90

Mailbox Copy Save

In some cases the "User Info" field may have a phone number or company name for reference. The "Last Connect" field shows the last time the user logged on to the BBS.

Mailing a File to another User

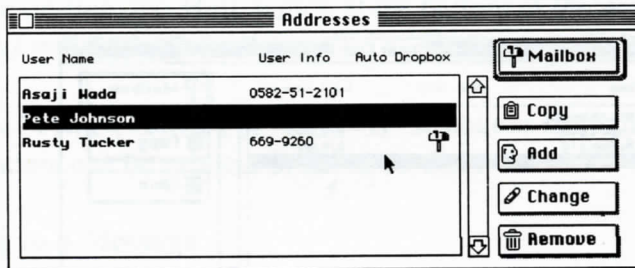
To send a document you need to have the recipient's Drop-Box icon on the desktop before you can send them a file or message. You can tell the Host to put a Drop-Box on your desktop in any one of three ways.

- You can click in the *Mailbox* button in the User List window created by the "Locate a User" function when the User's name is hilited.
- You can click in the *Mailbox* button in your address book window. A variation of this is to use the "Auto Drop-Box" feature of the address book to retrieve the Drop-Box every time you connect.
- Or, use the "Get the Drop-box of..." function from the Mail menu and enter the user's name.

To send a file to this person drag the file's icon onto his Drop-Box icon and TeleFinder will copy it into their mailbox.

Your Address Book

Your Address Book is used to store the names of other user's of your host and their phone number (optional). The address book can automatically "get the drop-box" for users entered in it each time you logon. In addition, these names are used by the "Outbox" and "Mail Form" when addressing your mail.



With the User Name selected, the Addresses window buttons become active. Open the Addresses icon to open this window.

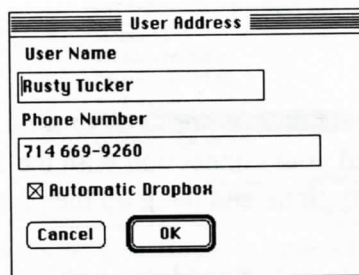
Address Book Buttons

- *Mailbox* - If you are connected to the host this button puts the Drop-Box of the selected user on your TeleFinder desktop.
- *Copy* - Copies the selected name to the clipboard. Once on the clipboard, it can be pasted as text into other documents.
- *Add* - Brings up the dialog used to add an additional user name to your address book.
- *Change* - Brings up the dialog used to change the name, phone number, or Drop-Box option for the selected entry.
- *Remove* - Deletes the selected entry from your address book.

Changes to the Address Book are automatically saved when you close its window or quit TeleFinder.

Adding or Changing Addresses

Click in the Add or Change button to bring up the “User Address” dialog to edit user entries.

A screenshot of the 'User Address' dialog box. It has a title bar with the text 'User Address'. Inside, there are two text input fields. The first is labeled 'User Name' and contains the text 'Rusty Tucker'. The second is labeled 'Phone Number' and contains the text '714 669-9260'. Below these fields is a checkbox labeled 'Automatic Dropbox' which is checked. At the bottom of the dialog are two buttons: 'Cancel' and 'OK'.

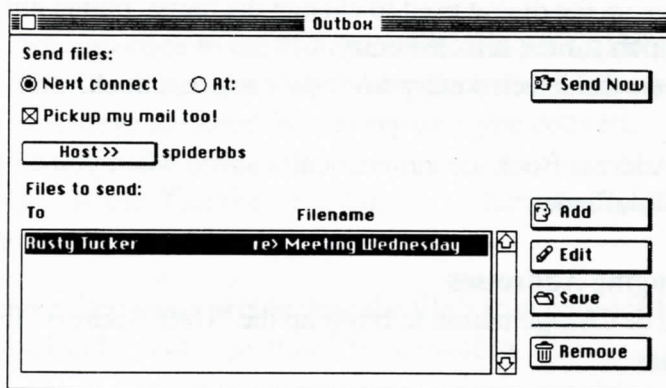
User names are limited to 31 characters. The phone number field is optional and is limited to 19 characters of any text.

If “Automatic Dropbox” is checked, the user’s Drop-Box will be put on your TeleFinder desktop each time you connect to your Host. The small mailbox icon appears in the Address Book when the Automatic Dropbox option is selected for that user.

Automated Mail Delivery and Pickup

With the Mail Outbox, TeleFinder can be configured to pickup and deliver your mail while you are away, or doing something else.

The “TF Outbox” file contains information from the Address Book, TF Pro Setups, and the location of files on your disk to construct an internal script that TeleFinder follows to send and receive mail.



Up to 250 files can be scheduled by the outbox.

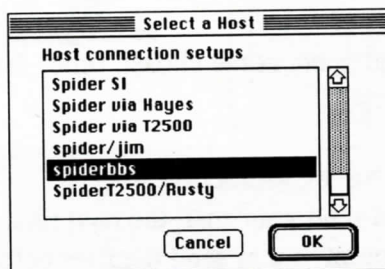
Outbox Buttons

- *Next connect* - TeleFinder will prompt you to send files when you select Hang Up, or Quit to end your connection with the BBS. After your mail is sent TeleFinder will continue and hang up the phone.
- *At:* - When you have selected “Send Files At:” TeleFinder will call the BBS at the time you have selected. TeleFinder must be open at the time to do this.
- *Send Now* - TeleFinder will call the BBS if necessary and send your files. If you are already connected it will just send your files, then disconnect from the Host when finished.
- *Pickup my mail too* - With this selection checked TeleFinder will download mail from your Mailbox into your default receive destination after sending any mail in your outbox. Mail that is successfully received will be deleted from your Mailbox.

- *Host >>* - Selects a TeleFinder Host setup from your TF Pro Setups file to be used when calling the BBS.
- *Add* - Adds a file with an address to your Outbox.
- *Change* - Changes the address of the selected file.
- *Save* - Saves changes to your Outbox on your disk.
- *Remove* - Removes the selected entry from your Outbox.

How to Configure your Outbox

Click in the *Host* button and select the setup for the host you want to send to (only setups for TeleFinder Hosts with Mail Systems will be visible in this list). If you want to send mail at a later time, this setup must include your name and password in addition to the modem specific information



We've selected "spiderbbs" in this example to provide initialization, name and password information from this setup for use by the outbox.

When you click the *Add* button in the Outbox window, the "Open" dialog is presented for you to select the file you want to send. We're adding "re> Meeting Wednesday" in this example. Select the file you want to send and then click in the *Add* button.

Next, you're prompted to select or enter a user to send the file to. You can either double-click to select one of the names listed from your Address Book or enter a name in the field at the bottom and then click OK.

Selecting a Time to Mail

Once you have selected all the files you want to mail, you can choose to send them now, or click the *Send Files At* button and the Date/Time Set dialog will appear.



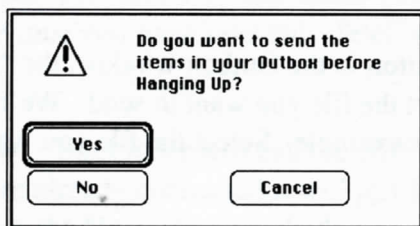
The 'Date/Time Set' dialog box has a title bar with the text 'Date/Time Set'. Below the title bar, it says 'Send my mail at:'. There are two rows of input fields. The first row has 'Hour' and 'Minutes' labels, with '5' in the Hour field and '00' in the Minutes field. To the right of these fields are two radio buttons: 'AM' (unselected) and 'PM' (selected). The second row has 'Month', 'Day', and 'Year' labels, with '5' in the Month field, '29' in the Day field, and '1990' in the Year field. At the bottom of the dialog are two buttons: 'Cancel' and 'OK'.

Enter the date and time that you want the connection to be established and TeleFinder will place the call to the Host, perform its assigned tasks and log-off.

Note: TeleFinder must be open at the chosen time. It cannot launch itself to send or pick-up your mail.

Waiting to Send at the Next Connection

If you choose to wait and send your mail the next time you connect to the Host, TeleFinder will prompt you to send the files before your Quit or Hang Up the phone to disconnect from the host.



The dialog box has a warning icon (a triangle with an exclamation mark) in the top left corner. To the right of the icon, the text reads: 'Do you want to send the items in your Outbox before Hanging Up?'. At the bottom of the dialog are three buttons: 'Yes', 'No', and 'Cancel'.

Clicking in the Yes button will send the files in your Outbox; No will skip the Outbox and Hangup the phone; and Cancel will leave you connected to the host without sending your files.

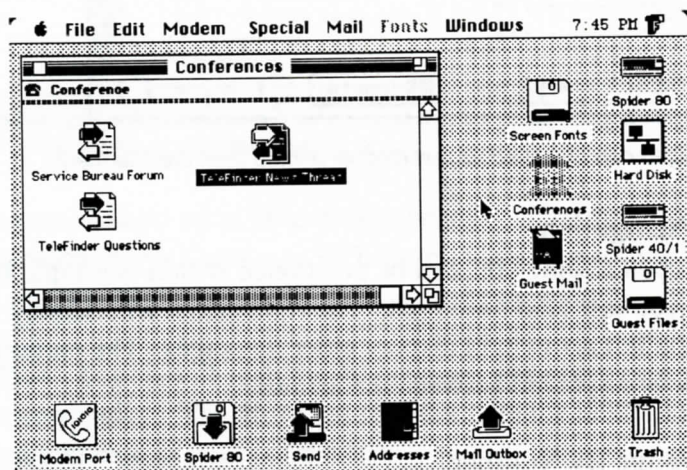
Clicking in the *Send Now* button while connected to the host will immediately send the mail from your Outbox and then disconnect.

Participating in Conferences

Conferences are the electronic version of the common index card and thumb tack bulletin board. Conferences are primarily used to organize the message threads on the BBS.



The message topic, or message thread, document can contains several messages on a related topic available from one icon. As a BBS user you can reply to existing messages, or create new topics in a conference.

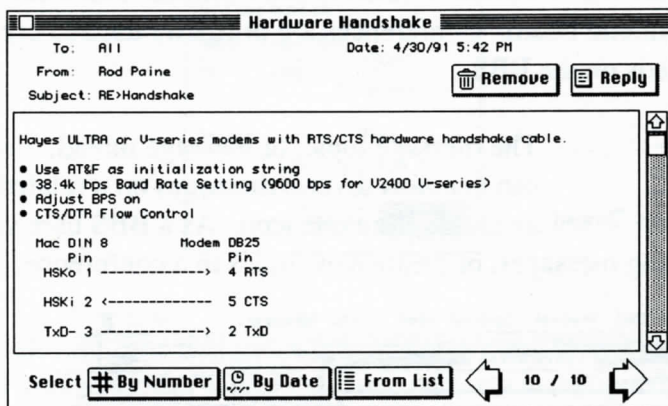


"Service Bureau Forum", "TeleFinder Questions" and "TeleFinder News Thread" are message topic icons.

Opening a message icon displays the viewer window that you use to navigate through a topic to read messages of interest to you.

Viewing Messages

The message viewer window contains buttons to navigate through a message base, remove messages that you have sent, and reply to a given message. Only the sysop or the person who originally posted a message can remove a message from the message base.



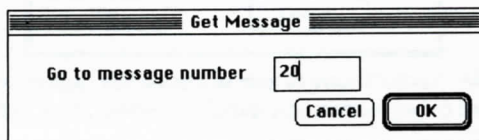
Conference messages can be saved as text files, or printed from the File menu.

Message Base Navigation

When you first open a topic you will be positioned within that topic based on the date that you last read messages. The right arrow will display new messages, and the left arrow will display older messages. The current message number is displayed between the arrows.

Selecting a Message By Number

The *Select By Number* button can be used to display a specific message number in the viewer window. To select a given message by number click in the *By Number* button and enter the number of the message you want to read in the "Get Message" dialog.



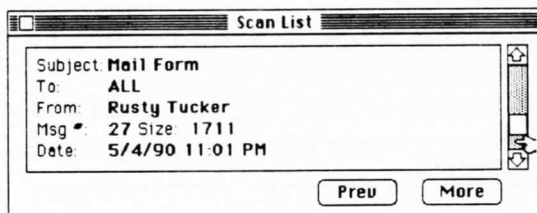
If the message number that you enter is not available because it is too high, or too low you will be positioned to the last message or the first message.

Selecting By Date

If you want to see messages posted starting with given date and time, click in the *By Date* button and select a starting point with the Date/Time Set dialog. Once you are positioned to the chosen Date, you can again use the arrow buttons to navigate forward or backward within the thread.

Selecting Messages from a List

The *From List* button allows you to “scan” a group of messages. The button brings up a dialog asking for a message number starting point.



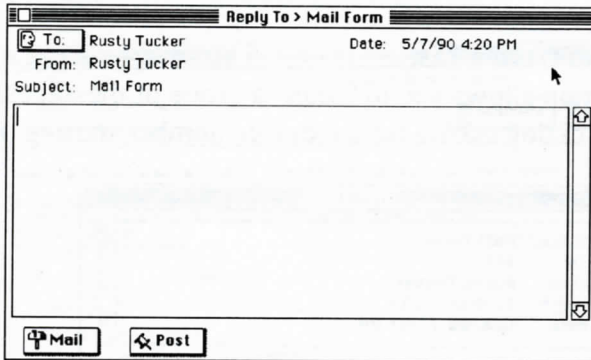
The “Scan List” window gives a brief on each message including its subject and size. Click on the subject area to read that message.

Each scan collects up to 10 message headers. Use the scroll bar to see information on each message. When you want to read one of the messages click on its subject area in the middle of the window.

The *Prev* button will scan the 10 previous messages prior to the first one in the current list. The *More* button will scan the next 10 messages after the last message in your current list.

Replying to a Message

Click in the reply button to open a new message form. The Reply window gives you the option of having the option of making your message public or private.



Your reply can be private (to the original authors mailbox), or public (posted within the Message Thread).

Reply Buttons

- *Mail* - Your message is sent only to the author of the message you are replying to.
- *Post* - Your message is made public as the last message in the thread you are replying to.
- *To* - Can be used to address your reply to a different person using the same subject.

You can change the subject of your reply by editing the supplied one.

Creating a New Topic

Bring a conference window to the front of the screen and select the “New Topic in “window”” item (“Sysops Corner” in this example) from the Mail menu. This will open a New Topic window similar to the New Mail window.

Mail	Windows
Get the Drop-Box of...	⌘D
Chat Messenger...	⌘M
Locate a user...	⌘U
New Topic in “Sysops Corner”	⌘Y
New Mail Form	⌘N
Reply to Mail	⌘R

Filling in a New Topic

The Subject that you enter will become the name of the message thread icon in the conference you are creating the topic in. Enter ALL into the “To” field when you don’t want to address it to anyone in particular.

After you have entered your message, click in the *Post* button to create the document and message thread on the host.

Creating your Topic Offline

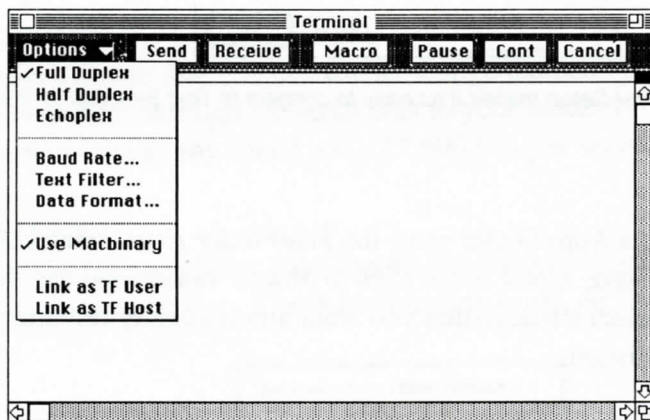
If you have a long message, you may want to Hang Up the phone and then finish entering it. Then reconnect to post it into the conference using the *Post* button.

As long as you leave the Reply or New Topic window open between connections, TeleFinder will remember which conference to post it into.

-Notes-

Using the Terminal Window and Macros

The terminal window in TeleFinder Pro is used to communicate with commercial services, text-based bulletin board systems and other computers running terminal emulation software.



TeleFinder's terminal window includes it's own pull down menu and buttons for file transfers, macros, and flow control.

Connecting to a Text Based Service

You can connect to text based services using the Auto Dialer and a Linked Macro to automate dialing and your logon sequence. Macro commands can be used to access your name and password from an Auto Dialer entry.

The illustration on the following page is an example setup that is used for dialing CompuServe with a Hayes compatible 2400 baud modem and linked script.

Setup Update	
Connection Name	Host Phone Number
CompuServe	833-9915
Link to Macro:	☐ TeleFinder™ Host? ☐ Supports Mail?
Spider 80:TF:CIS Logon	
User Name	Password
73457,2756	*****
Flow Control:	☒ Adjust BPS ☐ Use "AT" Pacing
Baud Rate:	☐ Wake-up with "Break"
Modem wake-up	
AT&F	
Modem initialization	
AT	
Cancel OK	

Linking a Macro to a Host Setup makes it as easy to connect to Text Services as it is to TeleFinder Hosts.

Linked Macros

To Link a Macro to a Auto Dialer entry the *TeleFinder Host?* checkbox must be left unchecked. Click in the *Link to Macro* button and use the "Open" dialog to select a macro that you want automatically run after the connection is established.

When a Macro is Linked to an Auto Dialer entry it will be able to access the name and password using the "SENDNAME" and "SENDPASS" commands. When you select a linked entry and click in the Dial button the Auto Dialer will perform the standard modem initialization and connection routines to connect you to the remote computer.

Once a connection between the modems has been established the Auto Dialer will open the terminal window and run the linked Macro. Several example logon macros are included with TeleFinder to help you create your own.

Terminal Menu

The terminal window "Options" menu provides control over communications parameters, can select Macbinary file transfer formatting, and provides items to Link with another Macintosh in TeleFinder's graphical mode.

Options
☒ Full Duplex ☐ Half Duplex ☐ Echoplex
Baud Rate... Text Filter... Data Format...
☒ Use Macbinary
Link as TF User Link as TF Host

Duplex

Full Duplex - Should be selected with most systems that you will connect to (CompuServe is Full Duplex).

Half Duplex - Should be selected when the remote system does not echo characters you type (GENie is one example).

Echoplex - Should be used when you connect to another computer running terminal emulation software. This setting will echo characters received from the remote computer and characters you type.

Baud Rate

Opens a dialog that you can use to change the baud rate used to communicate through the serial port to your modem. TeleFinder can communicate at any speed up to 57,600 bits per second.

Text Filter

The text filter modifies TeleFinder's handling of characters received from the remote computer. The default setting is off, no filtering.

Receiving Text Filter Options

☒ Filter text as it is received

☐ Convert DEL to Backspace

End Of Line: No Conve...

Alpha Case: Upper an...

Cancel
OK

Save Settings

Filter text as it is received- Turn this setting on when you want TeleFinder to perform filtering or conversions of characters received from the remote computer.

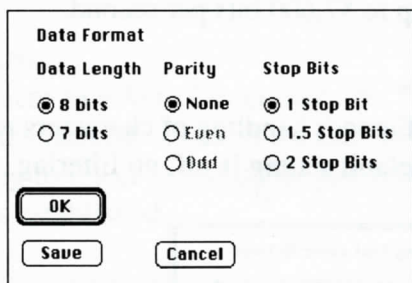
Convert DEL to Backspace - Turn this setting on when you are connecting to a computer that uses a Delete character instead of a Backspace.

End of Line - This menu allows you to convert received Returns (CR) to a Return/Linefeed pair (CR-LF). If all of the text received from the remote computer overwrites on a single line change this setting from “No Conversion” to “Convert CR to CR-LF”.

Alpha Case - This menu can be used to convert received text to all upper, or all lower text if needed.

Data Format

This menu item opens a dialog used to define the format of characters received and transmitted through the serial port. 8 data bits, no parity, 1 stop bit ('8-N-1') formatting is used by most systems, but occasionally you will need to select 7 data bits, even parity, 1 stop bit ('7-E-1') to communicate with some mainframes and MS-DOS computers.



The image shows a dialog box titled "Data Format". It contains three columns of radio button options: "Data Length" with "8 bits" (selected) and "7 bits"; "Parity" with "None" (selected), "Even", and "Odd"; and "Stop Bits" with "1 Stop Bit" (selected), "1.5 Stop Bits", and "2 Stop Bits". At the bottom are three buttons: "OK", "Save", and "Cancel".

Data Length	Parity	Stop Bits
☒ 8 bits	☒ None	☒ 1 Stop Bit
☐ 7 bits	☐ Even	☐ 1.5 Stop Bits
	☐ Odd	☐ 2 Stop Bits

OK Save Cancel

The data format dialog only affects terminal communications, TeleFinder's User and Host modes always use 8-N-1.

Use Macbinary

This item should always be checked when you are transferring Macintosh files to be used on a Macintosh. When you are transferring a file that will be used on a MS-DOS computer turn “Use Macbinary” off.

Macbinary formatting is necessary to transfer Macintosh resources.

Link as TF User

This menu item initiates a connection to a TeleFinder host in TeleFinder's graphical user mode. This is useful when making direct connections to another computer running TeleFinder Pro, or to a TeleFinder BBS that you connected to from the terminal window.

Link as TF Host

This menu item provides a direct link to your disk(s) without name or password checking. This is a manual way of providing remote access to a user already connected to your computer without using the Remote Access window.

The remote computer must be capable of "Linking" as a TF User for this function to be successful.

Terminal Buttons

The terminal buttons are located to the right of the "Options" menu at the top of the terminal window. These buttons perform actions that are specific to terminal communications and are not used when TeleFinder is communicating in its graphical mode.

Send - This button is used to select a file and start a binary file transfer using XMODEM or ZMODEM. The protocol used by TeleFinder will be the one that you have selected from the "Special" menu in the menu bar. If Macbinary formatting is desired be sure that "Use Macbinary" has been checked in the "Special" menu. The "Open" dialog is used to select the file you wish to be sent.

Receive - Like the send button TeleFinder will receive a file using the file transfer protocol selected in the "Special" menu. Received files are saved in your default folder which is represented by the "Receive" folder on the TeleFinder desktop. Select "Use Macbinary" when you want Macintosh files to be saved in Macintosh format.

Macro - This button opens a text file of Macro commands then interprets and performs the commands contained in it. Only TeleFinder Pro text files will be interpreted as macros.

Pause - Use this button to send an XOFF character to the remote system. An XOFF will generally cause the other computer to pause when sending a stream of text.

Cont - Continue, use this button to send an XON to the remote system. The XON character will cause the other computer to continue sending text after a pause.

Cancel - Use this button to send a control - X to the remote system. Control-X is commonly recognized as a signal to cancel file transfers or cancel text output.

Using TeleFinder's Macro Commands

TeleFinder's macro language is most often used to automate a logon sequence. Your disk has several examples that you can open, print and edit just as you would any text file. Working from these examples is a good way to become familiar with macro capabilities.

Logon macros are especially useful since each TeleFinder Auto Dialer entry to text based services can be configured to run a macro whenever you connect to it. Since the macro you use can access your name and password from the dialing directory you may be able to use the supplied macros without change to connect to your favorite service.

General Structure of a Macro Script

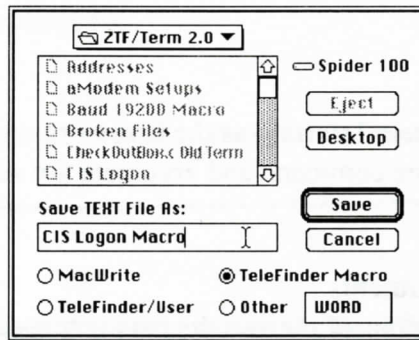
TeleFinder's macros are read in as a plain text file with lines ending in a carriage return. This text is scanned for errors by the command interpreter then run in real time after each statement is interpreted.

Comment lines begin with an asterisk (*), and commands that cannot be interpreted are skipped after a warning to the user. While a macro is running some of TeleFinder's menu choices will not be accessible, certain commands may further limit user activity until they complete.

Creating and Modifying Macro Scripts

Create a new, empty document by selecting “New Text” from the “File” menu. Existing documents can be opened from either the “File” menu “Open Text” menu item, or by opening a text document's icon from TeleFinder's desktop or a folder window.

To be used as a macro, the text file must be saved as a TeleFinder macro text file. Any text file can be saved in this format by bringing its window to the front and selecting “Save As...” from the “File” menu.



TeleFinder lets you save text files specifying different 'owners'. This sets the creator of the file to a type that Finder will recognize as belonging to a specific application.

Choose the *TeleFinder Macro* format button from this save as dialog. These files are saved as plain text, but with TeleFinder Pro specified as the creator.

Flow of Command Execution

The macro ends after the last command in the file, the END command is run, or when the user elects to cancel rather than continue after receiving a warning from the command interpreter.

Labels are used by the GOTO, FALSE and TRUE to indicate a point in the macro that should be branched to. Labels must be a single word followed by a colon, for example “StartHere:”

AppleEvents and Macros

When a macro file is opened using Finder's Open command TeleFinder will automatically open and run the macro file indicated by the AppleEvent. (Note: Only one macro may be running at a time.)

Command Description and Syntax

The following pages describe each command available from TeleFinder's macro language and the syntax required to properly use that command in a script.

Example:

COMMAND *arugument*

The command must be entered starting as the first word on a line without any preceeding spaces. The command and argument are separated by a space or tab.

Types of Command Arguments

The following are descriptions of the various parameters accepted by macro commands.

string:

A string of ascii characters enclosed in quotation marks. Control characters can be generated by preceeding an alpha character by a caret (^ = shift+6). Common control character equivalents:

^M - Return

^J - Linefeed

^S - XOFF

^Q - XON

^X - Cancel (CAN)

sample:

TYPE "The quick brown fox^M^J"

numeric:

A string of numeric characters ending with a semi-colon.

sample:

BAUD 9600;

path:

The path argument is a string describing the location of a file. Each valid path begins with the name of the disk the file is located on, followed by the folder the file is located in, followed by the file name. Each name is separated by a colon (:).

Sample:

SENDMAC "Mac HD:My Files:June Balances"

.....

label:

The label argument is a string describing the a branching point within the script. Labels are often used to create loops or separate functions. Labels within the macro must be on a separate line as a single word followed by a colon (:).

Sample:

GOTO "ReTryDialing"

.....

none:

Some commands do not require a following argument.

Sample:

BELL

TeleFinder Macro Commands

Display Commands

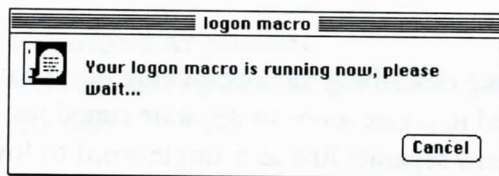
These commands can be used to provide the user with visual feedback or can be used as a tool in debugging.

TRACE numeric

The TRACE command is used to show or hide a debugging dialog that shows each command as it is interpreted and run. Supply zero for the numeric argument to hide the dialog, non-zero to show the dialog. The dialog is hidden by default.

SHOW string

The SHOW command displays the supplied string in the progress dialog. This permits a user friendly description of macro activity to accompany its progress.



The macro progress dialog provides macro controlled information and also gives the user the option to cancel a macro in progress. Icons can be displayed using the ICON command.

ICON numeric

The ICON command will cause an icon to be drawn in the progress dialog. Supply a number that matches the resource ID of the icon you wish to display. You can use icons from the TF Pro Prefs file, the TeleFinder Pro application, or the System.

BELL none

The BELL command causes the Macintosh to beep or flash the menu bar if sound is turned off.

Flow of Execution

The order of command execution is controlled by branching due to true/false testing or by arbitrary branching.

`GOTO label`

The GOTO command arbitrarily branches to the command following the specified label.

`TRUE label`

The TRUE command branches to the specified label when the internal flag has been set to true as the result of previously executed commands. This internal flag is neither true nor false when your macro is first opened.

`FALSE label`

The FALSE command branches to the specified label when the internal true/false flag has been set to false as the result of previously executed commands.

`PROMPSEC numeric`

The PROMPSEC command adjusts the timeout value used by your macro to a specified number of seconds. The initial timeout period is 15 seconds. The timeout affects the PROMPT command.

`PROMPT string`

The PROMPT command scans incoming data until a portion of it matches the string of characters supplied, or until the timeout value has been exceeded. If a match is found the flag is set to true, otherwise it is set to false.

`PAUSE numeric`

The PAUSE command idles the macro for the given time in seconds. Data and user interactions are processed as if the macro were not running during this time.

`END none`

The END command terminates the macro and returns control of the program back to the user.

Data Commands

These commands are used to send small amounts of character data through the modem.

TYPE string

The TYPE command is used to send a string of characters through the serial port to your modem. TYPE will simulate variable typing speeds if a SLOW command has been set.

SENDNAME none

The SENDNAME command is used in linked macros to extract your name from a dialing directory entry and send it to a host computer.

SENDPASS none

The SENDPASS command is used in linked macros to extract your password from a dialing directory entry and send it to a host computer.

BREAK numeric

The BREAK command causes a break signal to be generated by the current port. The duration of the break is controlled in 1/60 sec increments by the number supplied to the command.

SLOW numeric

The SLOW command can be used to pace the speed that characters are sent from a TYPE, SENDNAME, or SENDPASS command. The minimum delay between characters is measured in 1/60 of a second increments independent of the baud rate.

Any value may be supplied as an argument. Zero, or negative numbers will result in sending data at full speed. For example, use SLOW 4; to limit TYPE speeds to 4 characters per second.

Communications Commands

This group of commands are used to control serial communications parameters.

BAUD numeric

The **BAUD** command sets the baud rate of the current port to the value supplied in bits per second. The value supplied must be valid for the current port and be one of the following values: 300, 1200, 2400, 4800, 9600, 14400, 19200, 38400, or 57600. The internal flag is set to false if the requested baud rate cannot be set, true if successful.

SETCOMM string

The **SETCOMM** command sets the data format used by the current port. The string must have the following special format: "8N1" for 8 data bits, no parity, 1 stop bit. Permissible data lengths are 8, 7, 6, or 5. Parity can be N for none, E for even, or O for odd. Stop bits can be 1 or 2. The internal flag is set to false if the requested parameters cannot be set, true if successful.

DUPLEX numeric

This command sets remote and local echos to correspond to the standard terminal menu settings. Use 0 = Full Duplex, 1 = Half Duplex, 2 = Echoplex. The internal flag is set to false if the requested echos cannot be set, true if successful.

FLOW numeric

The **FLOW** command sets flow control on the port. Values to use are 0 = No Flow Control, 1 = CTS (output flow control), 2 = DTR/CTS (hardware handshake), 3 = XON/XOFF (software flow control). Note: software flow control is not compatible with XMODEM file transfers. The internal flag is set to false if the requested flow control cannot be set, true if successful.

High Level Commands

The group of high level commands provide access to large functions from your macro.

`SENDMAC path`

The SENDMAC command initiates a file transfer send of the file specified by the full pathname description. The file transfer protocol selected in the Special menu is used.

`RECVMAC none`

The RECVMAC command initiates a file transfer receive using the file transfer protocol selected in the Special menu. The received file is saved in the default folder.

`RECVEST path`

The RECVDEST command changes the location of the default folder to the folder or volume specified by the full pathname.

`ANSWER none`

The ANSWER command uses TeleFinder's internal auto-answer routine to scan for an appropriate modem connection response. If "Adjust BPS" is turned on TeleFinder will adjust the serial port speed to the speed of the modem connection. If a connection is established the flag is set to true, otherwise it is set to false.

`HANGUP none`

The HANGUP command is the same as selecting Hangup from the Special menu.

`LOGFILE string`

The LOGFILE command directs captured text to the file named by the string. A new file will be created if necessary in the folder from which TeleFinder was opened. If a file with the name given already exists in the folder new data will be added to the end of that file.

CAPTURE *numeric*

The CAPTURE command begins the capture of text data to the log file. Use the number 0 to turn capture off, 1 to turn capture on.

CLOSELOG *none*

The CLOSELOG command stops capture and closes the current logfile.

TELEFINDER *none*

The TELEFINDER command attempts to link as a TeleFinder User to the remote computer. This is the equivalent of selecting “Link as TF User” from the terminals “Option” menu.

TELESERVER *none*

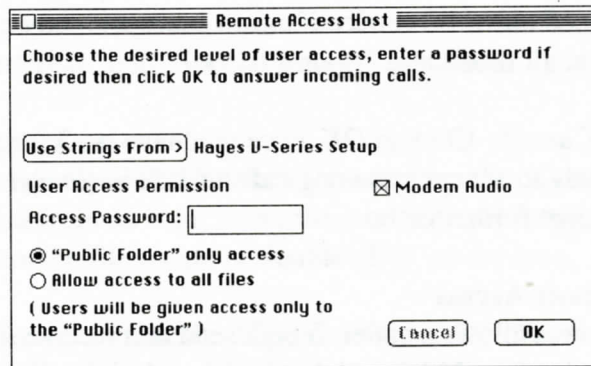
The TELESERVER command attempts to link as a TeleFinder Host to the remote computer. This is the equivalent of selecting “Link as TF Host” from the terminals “Option” menu. “All Files Access” is used.

- Notes -

Remote Access and Other Functions

Remote Access

Remote access is an easy way to provide password protected access to files on your disks to other users of TeleFinder Pro. Callers can connect to your Macintosh and download files just by dragging them to their own disk. To provide remote access to your Macintosh select the "Remote Access Host" menu item from the "Special" menu to access the dialog shown below.



Remote Access Host Dialog

The Remote Access Host dialog controls the modem settings to use, whether or not the modem speaker is turned on, the level of access to provide, and a password if desired. These items are explained below:

- *Use Strings From >* Click in this button to select which one of your modem setups to use as a source of Modem settings. The strings from this setup will be used to initialize and wake-up the modem. The settings will be used set baud rate, flow control, AT pacing, adjust BPS, and use break. Other items from the setup will be ignored.

- *Access Password:* If a password is entered each caller must logon using these characters as a password with their name as the user name.

- *“Public Folder” Access:* When this radio button is selected each caller will only be able to see files within the folder named “Public Folder” at the root level of the disk you opened TeleFinder from.

This folder will appear as a “Download Files” Icon on the caller’s TeleFinder desktop. They will be able to download files found inside of it.

- *Allow access to all files :* When this button is selected each desktop volume from your Macintosh will be shown on a caller’s desktop as a “Download Files” Icon.

- *Modem Audio:* When this box is checked your modem’s speaker will be turned on while connections are attempted, otherwise it will be turned off at all time.

- *OK/Cancel:* Click in *OK* once you have made settings choices and you are ready to accept incoming calls. Click in *Cancel* when you do not want to accept further calls.

Using Remote Access

Remote access allows a caller to both send and receive files. They can upload files to your Macintosh by dragging them to the “Send” Icon on their TeleFinder desktop. Download files by dragging the file icon from your folder to their own disk icon.

Use the “Chat Messenger” to communicate with the person using the remote Macintosh. Chat allows you to send text messages back and forth.

Once connected to a Remote Access Host TeleFinder Pro’s mail menu functions are dimmed. Electronic Mail and Conference functions are not provided by the Remote Access Host.

Other Functions

TeleFinder Pro has text editing, printing, disk management, and real-time chat functions in addition to the features described in the previous chapters.

Text Editing

In addition to the mail form, TeleFinder has a built-in text editor to create, print and edit documents. Text documents can be opened while you are connected to a Host, or from a local disk at any time. Documents opened from a Host can be changed only after you have saved them to your own disk.

Creating a New Document

To open an untitled document, select the “New Text” item from the File menu. This will open an untitled window to compose text with. The text editor is supported by the standard menu functions from the Edit and File menus plus “Import Text” and “Special Import” functions.

Opening an Existing Document

Text documents can be opened from their icon or from the “Open” dialog. To open a document from its icon, select the icon with the mouse and choose “Open” from the file menu, or double-click on the icon.

To open a local document using the “Open” dialog, select “Open Text” from the File menu then hilite the file’s name and click in the dialog’s open button.

Merging Text

Import Text and Special Import merge a text file into your Mail Message, Conference Reply, or text documents. Import Text and Special Import are undoable.

Import Text

When you import text to a document, the entire text from the file you open is added at the insertion point, and will replace any selected text.

Special Import

Like Import Text, Special Import merges a text file into a document. Special Import also strips unused control characters before merging the text and removes hard-carriage returns from 80 column text to promote better word wrapping.

Printing

You can print while still connected to the Host except during a file transfer. If you print an especially long document while connected, the Host may disconnect you after a few minutes due to inactivity.

To print a document use the *Chooser* Desk Accessory to select the printer you want to use. Then select Page Setup from the File menu to select options supported by your printer such as paper sizes, and wide or tall output.

Select Print from the File menu to prepare and send the document to the printer. Your document will be printed using the same Font that is used to display it on the screen.

Online chatting

The Chat Messenger is used for sending notes from you, to be displayed on the screen of a TeleFinder Host. If someone is at the host Macintosh they can send messages back to you. Chat cannot be used during ZMODEM transfers.



The Chat Messenger is accessed from the Mail menu.

Disk Management

TeleFinder supports many of the disk management functions you might normally use the Finder for. You can:

- rename files and folders
- move icons to and from the desktop
- move files from one folder to another
- create new folders
- transfer to other applications
- use the Get Info dialog

All of the above functions operate similarly to the same functions in the Finder.

Selecting Icons from the Keyboard

You can select an icon using the keyboard by typing in the first few characters of the file name, or by using the Up and Down arrows. The Enter key will scroll a folder window to make a selected file visible. The Return key is a short-cut for opening a selected icon. Home, End, PageUp and PageDown are supported by folders windows for scrolling.

Renaming Documents and Folders

Select the icon, then click on its name. Use normal editing procedures for changing the name. TeleFinder will not let you rename applications since this will confuse the Finder. Document names are limited to 31 characters in length, and folder names are limited to 27 characters.

Ejecting Disks

Drag the disk icon to the trash can to remove it from the desktop and close its windows. This does not delete anything on the disk! If you want to eject a disk from the internal drive without closing it, use the Command-Shift-1 key combination.

Deleting Documents

You can delete a document or application by dragging it to the trash can. TeleFinder empties the trash immediately after you confirm the action with the OK button.

Creating Folders

To create a new folder, bring a local folder window to the front and select the "New Folder" item from the File menu. This will create a new "Empty Folder" in that window. If a folder named "Empty Folder" already exists, you will be prompted with a dialog asking you for a different name.

New folders can be created on a TeleFinder BBS using this same procedure only by users with appropriate access privileges.

Advanced Modem Settings and Trouble Shooting

This chapter will help you to properly configure your modem for use with TeleFinder and adjust supplied modem settings for use in special circumstances.

Occasionally you may run across modems that will not connect with each other, or poor quality telephone lines that are not suitable for data transmission. You may have encountered similar problems with a Fax machine that isn't able to send your page, or a bank ATM that unexpectedly closes. Communications software like TeleFinder cannot be adjusted to overcome all modem problems.

This chapter will address the problems you can overcome, and help point out when it may not be a software or set-up problem, but rather a hardware or telephone system problem.

The following pages give you procedures to deal with Dialing Failures, Connection Failures and Communications Failures.

Configurations for High Speed Modems

TeleFinder has specific flow control, pass through, speed conversion and modem response requirements. Other settings may need adjusting to provide compatibility with other brands of modems.

You can create a custom configuration your modem for TeleFinder by changing the Wake-up and Initialization strings to include commands that will program your modem appropriately.

Configurations for most of the popular modems are already included in the modem setups file. If your modem is not included in the file and one of the other setups doesn't work with it, use the guidelines on the next page to create your own modem strings.

Flow Control

XON/XOFF flow control will prevent TeleFinder from communicating normally with the BBS. If your modem has settings to adjust its flow control you must use either “No Flow Control” or “Hardware Flow control” (RTS/CTS).

Using Hardware flow control requires a cable that assigns pin 1 (DTR) from the Macintosh serial port to pin 4 (RTS) on the modem's RS-232 port. All other pin assignments are the same as the standard Macintosh modem cable. This cable is required for all Hayes V-Series modems and other V.42bis modems.

If you have programmed your modem to use flow control, select CTS/DTR Flow Control from the modem menu.

XON/XOFF Pass Through

With high-speed modems there is usually a register or AT command that defines how the modem responds to XON and XOFF characters. This must be set to allow the modem to “pass-through” XONs and XOFFs.

If the modem does not pass XON and XOFF characters to TeleFinder you will have severe problems connecting to the BBS, opening folders and transferring files.

Speed Conversion

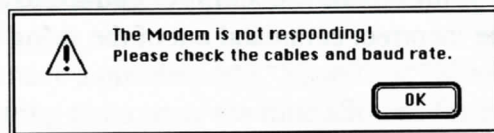
Many modems that are equipped with MNP or V.42 usually have an option for changing the DTE speed after making a connection. This will be called “Speed Conversion”, or “Speed Buffering” in your modem's user manual.

If you have “Speed Conversion” enabled on your modem, turn OFF the Adjust BPS in the dialer. Speed conversion lets other modems connect to yours at any common speed while your Macintosh communicates with the modem at a fixed speed (usually 9600 or 19.2K bps).

When using Speed Conversion, hardware flow control is required.

The Modem will not Wake-up or Dial the Number

If you are having trouble getting connected to the Host through the dialer, try working through these procedures.



TeleFinder Pro displays this alert when they are unable to "Wake-up" the modem.

- If the modem does not respond - This means that your modem did not respond with the "OK" response after TeleFinder sent it the wake-up or initialization string.

Probable Causes of Dialing Failures

- 1) Either the wake-up or initialization string is too long;
- 2) There is a command in the string your modem doesn't understand;
- 3) The modem is turned off;
- 4) The cable between your Macintosh and the modem is loose;
- 5) The modem is not connected to the port you have selected;
- 6) The modem cannot communicate at the speed you have selected.

Possible Solutions to Dialing Failures

- First, try changing both the "wake-up" and "initialization" strings to simply "AT". This will rule out invalid commands and strings that are too long. If TeleFinder can dial can wake up the modem with this change the problem is probably number 1 or 2, and not the others.
- Try power cycling (turning the modem off for several seconds, then on again). Wait several seconds to before dialing. If it works now, it usually means that the modem had an internal system crash. Put your original strings in and try again.
- If you are still having trouble, power cycle again and try dialing at a different speed, say 2400 or 1200 bps. Most modems have a preferred communication speed, for 2400 bps modems it is 2400, 1200 bps modems are 1200. High speed modems may prefer 9600 bps.

-
- If you think that the problem is in the command string, you can try adding each command back in individually until you have a problem again. If you have the manual for your modem handy, you can compare each command in the strings to the modem's AT command summary for verification. Leave the incorrect command out of the string and proceed with dialing.
 - Unless you are using a Telebit modem, make sure that the "Use break to reset" option is not selected. The break signal will confuse most modems.

Connection Failures

Connection failures are those that occur when modems fail to connect to each other. With high-speed modems this may occur if there is a incompatibility in high-level modem protocols (such as V.42 or MNP). If there is a connection failure, TeleFinder will usually display the "No Computer Answered" message in the Call Progress field.

Probable Causes of Connection Failures

- 1) The value in the modem S7 register did not allow sufficient time to complete the modem connection.
- 2) The Host had just completed a call, and is busy reinitializing the modem.
- 3) A very poor quality telephone connection was made.
- 4) The modem used by the Host is incompatible with the modem that TeleFinder/User is calling with.
- 5) The settings on one of the modem's support high-level protocols (like MNP), and do not permit "fallback" to a normal connection.

Possible Solutions to Connection Failures

- The first two reasons are the most common. If you try calling the number back after a minute and get a connection, it is likely that the host was busy reinitializing after a previous call.
- If you still have a problem add “S7=60” or “S7=45” to your initialization string to increase the time allowed for modems to connect. Increasing this time may help most with V.32 and other high speed modems.
- If the connection failed because of a poor quality line, you may be able to call back and make a connection on the second try. TeleFinder/User may also report this problem as “Host failed to start the logon”.

This problem occurs more frequently over international telephone lines and with some of the less expensive brands of modems. The long term solution to this problem is to either upgrade your modem or telephone service.

- The last two problems may be corrected by changing the Wake-up and Initialization strings so that the modems connect on a common ground. With an high speed modems be sure that the initialization string allows the modem to fallback to lower level connections.

With MNP modems the “\N3” command provides *auto-reliable* mode to permit connections to modems without MNP.

With the Telebit modems, “S50=3” will limit connections to 2400 bps or lower.

Communications Failures

Communications failures are those that prevent the accurate transfer of data between the Host and TeleFinder/User. When this type of error occurs you may not be able to transfer a file successfully, send mail, or open remote folders.

Probable Causes of Communications Failures

- 1) A noisy phone connection that creates errors between modems.
- 2) Improper flow control.
- 3) One of the modems is trapping XON or XOFF characters.
- 4) Startup Documents (INITs) or local network traffic that interfere with serial communications.

Possible Solutions to Communications Failures

- The most common source of persistent noise is the connection between your phone line and the telephone system. This connection is usually located within a telephone closet, or the phone company's street box. Your local phone company can test for this and correct it if present.
- Improper flow control is most noticeable during ZMODEM file transfers. If XMODEM transfers are free of retransmits and ZMODEM transfers have several retransmits the flow control settings may be incorrect in TeleFinder and the modem.

With modems that provide connections without an error correcting protocol will automatically provide flow control for ZMODEM if "No Flow Control" is selected. With modems that use MNP , V42 or another error correcting protocol it is necessary to use hardware flow control.

- If one of the modems fails to transmit XON and XOFF characters TeleFinder will not be able to transfer files using XMODEM and several desktop icons may be missing. In some cases the user may not be able to connect.

Verify that the modem settings you are using will allow you to send these characters through your modem. For MNP modems “\Q0” is the command that disables XON/XOFF; Telebit modems require “S58=0S69=1”.

- Network traffic and Startup documents with background tasks may prevent the TeleFinder from responding in a timely fashion, and in some cases may interfere with the correct operation of the Macintosh serial ports.

When this is a problem it produces a combination of the symptoms that improper flow control and line noise do. If you suspect that this is a problem disconnect from AppleTalk file servers and/or disable your INITs and try another connection with your Host.

- Notes -

Access Paths: A path to a folder that allows BBS users to open that folder.

AT Command Set: A standard set of commands used to control basic modem functions such as dialing the phone.

BBS: Bulletin Board System. Software that provides, mail, file transfer and message services.

Callback Security: A security method that requires connections to be made from a predetermined phone number.

Comm Toolbox: Macintosh system software that enables the Macintosh to recognize more than the two built in serial ports. This can be added to System 6.0, and is standard in System 7.0.

Conferences Icon: Represents and area for public messages. You can read and write to folders within these icons.

Download: Transferring a file from the BBS to your computer.

Drop-Box Icon: The icon TeleFinder uses to represent write-only access to another user's mailbox. You can copy files into it, but not read or browse its contents.

File Recovery: When a partial file is completed by re-sending only the missing portion of the file.

File Transfer: When a file is copied from storage on one computer to storage on another using an agreed upon protocol.

Flow Control: Balancing the rate of data transfer between devices.

Handshaking: A process of negotiating a common protocol and set of features.

Hardware flow control: Also known as hardware handshake, is flow control that uses the CTS and RTS pins on the modem as a means of controlling the stop and start of data transfer. The Macintosh serial ports use the CTS and DTR pins for this purpose.

Host: The BBS Server software that manages user access, mail, and messages.

Logon: When your name and password are verified, and TeleFinder determines a common level of software capabilities.

Mailbox Icon: The icon used to represent the folder containing files and messages which were addressed to you.

Mail Outbox: This lets you prepare and address mail and documents to send to other users when you are not connected to the BBS.

Message Thread: A collection of messages on a related topic. Also known as Message Base or Message Index.

Modem Initialization Strings: A set of commands that program the modem to behave in a specific manner.

Online: When you are connected to the BBS with your modem.

Password: A string of 1-9 characters that TeleFinder requires before giving access to a user's account.

Path: A sequence of volume, folder and file names that describe the location of a file or folder in a hierarchical file system.

Protocol: A defined set of rules that govern the exchange of data in file transfers.

Remote Disk Icon: The Icon TeleFinder uses to represent "read-only" access to the folders and files within it.

Send Icon: The icon used to upload a file to be included in the collection of public files.

Serial Port: An input/output interface between the Macintosh and external devices.

Session Time: The amount of time you are allotted to spend on the BBS during a single call.

Software flow control: Also known as XON-XOFF flow, is flow control that uses the XON and XOFF characters as a means of controlling the stop and start of data transfer.

Sysop: System Operator. The administrator of the BBS.

XMODEM: A file transfer protocol using either 8-bit checksum or 16-bit CRC for error detection.

Upload: Transferring a file from your computer to the BBS.

User Name: The name the BBS knows you by.

V.22bis : The protocol used by 2400 bps modems to send and receive data.

V.32: The standard protocol used by 9600bps modems to send and receive data.

V.42bis : A protocol used by modems to correct errors and compress data.

ZMODEM: A file transfer protocol using 32-bit CRC for error detection.

- Notes -

A,B,C

Addresses1-2, 4-1,
4-4, 4-5
Adjust BPS2-3
ANSWER6-14
Auto Dialer1-3, 2-3
BAUD6-13
Baud Rate2-3, 6-3
BELL6-10
BREAK6-12
Break Reset2-3
Call Progress2-4
CAPTURE6-15
Chat7-5, 7-2
CLOSELOG6-15
Conferences2-7, 5-1
Configuring1-3, 8-1
Connection2-5
Connection Error2-5
Connection Failure8-4
Connection Name2-2

D,E,F

Default Destination3-2, 3-3
Desktop Icons1-5
Dialing2-4, 6-2, 8-3
Drop Box2-7, 3-2,
4-1, 4-4, 4-5
DUPLEX6-13
Electronic Mail4-1
END6-11
FALSE6-11
File Recovery3-6
File Transfer3-1
FLOW6-13
Flow Control2-3, 7-6, 8-2

G,H,I

Get Info2-9, 3-2
GOTO6-11
HANGUP6-14
ICON6-10
Icons2-7, 2-8
Import7-4

K,L,M,N

Locate4-3
LOGFILE6-14
Logon2-2, 6-1
Macro
Arguments6-8
Commands6-10
Creating6-7
Flow6-7
Structure6-6
Syntax6-8

Mail Form4-2
Mail Outbox4-1, 4-6
Mailbox4-1
Merge7-4
Message1-9
Message Thread2-7, 5-1
Message Viewer5-2
Modem
Cable8-2
Configuration2-2
Initialization2-3, 8-3
Response8-3
Setup2-1, 4-7, 7-1
Wake-up2-3
Navigate5-2
New Topic5-5
New Uploads3-1

Index

O,P,Q,R

Outbox	4-6
Password	2-3, 6-2
Partial File	3-6
PAUSE	6-11
Phone Number	2-2
Port Selection	1-4
Printing	7-4
PROMPSEC	6-11
PROMPT	6-11
Receiving Files From...	
"Info" window	3-2
Mailbox	3-2
Remote Disk	3-2
Receive Icon	3-3
RCVDEST	6-14
RCVMAC	6-14
Remote Access	7-1
Reply	4-2, 5-4
Requirements	1-2
Retransmit	3-5

S,T,U,

Selecting Icons	7-6
Sending Files To...	
the host	3-1
another User	3-2, 4-4
SENDMAC	6-14
SENDNAME	6-12
SENDPASS	6-12
Serial Port	1-4
Session Time	2-6
SETCOMM	6-13
SHOW	6-10
SLOW	6-12
Speed Conversion	8-2
TELEFINDER	6-15
TELESERVER	6-15

Text Editing	7-3
TF Outbox	4-6
TF Pro Prefs	1-2
TF Pro Partial Files	3-6
Timeouts	3-5
TRACE	6-10
TRUE	6-11
TYPE	6-12
User List	4-3
User Name	2-3
User Preferences	1-4

V,W,X,Y,Z

Verifying	2-4
Wakeup	2-3, 8-3
XMODEM	3-4, 8-6
XON/XOFF	8-2
ZMODEM	3-3, 8-6

TeleFinder™ Pro

TeleFinder was designed to fully support the Mac interface, not compromise it. In addition to remote access and file transfer, TeleFinder provides icons for your Personal Mailbox, Address Book, Mail Outbox, and TTY Terminal. Sample TeleFinder BBS screen:



Features

- Universal connectivity to any TeleFinder™ or text terminal BBS.
- Macro language for logon scripting.
- System 7 Savvy and Comm Toolbox compatible.
- Host mode to let other Macs access your files with optional password protection.

File Transfer

Just drag a file's icon to your disk to upload and download!

- ZMODEM - 32
- XMODEM - CRC/1K
- XMODEM - Standard
- ASCII Text capture.

Auto dialer

- Automatic logon to any TeleFinder™ BBS.
- Dialing directory to access up to 250 services.
- Link Service to a Macro.
- Built-in modem drivers for most popular modems, standard, non-standard and high-speed, V32/V42.

Icon Interface TeleFinder BBS

With TeleFinder BBS's Pro offers:

- Full Icon Interface
- Electronic Mail
- Message Threads
- Batch File Transfer
- Optional Callback security

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TP00-25891