



## Introduction to Neatnik

### What is Neatnik?

Neatnik is a utility for neatening up folder windows. You might call it a “folder window wrangler”; it whips your folder windows into shape, setting their position, size and “View” options according to your preferences. Because it processes multiple folders at a time (even a whole disk’s worth, if you like), it saves you the time and effort of setting up your windows one at a time.

### Who will have a use for Neatnik?

- Well, people who like things neat, for starters.
- Everyone else. As the power and capacity of our computers increases, the amount of information and the number of files we own increases. Too much information with too little organization results in wasted time and effort. Neatnik is a tool for visually organizing your desktop. Neatnik will save you from infoglut.
- People preparing a CD-ROM or floppy disk for publication will appreciate Neatnik as an easy and automated way to prepare the disk so that its folders open in neatly arranged positions, and with their other characteristics set up consistently.
- With the introduction of Mac OS 8, Neatnik becomes more widely useful. There are now many different ways to view the contents of a folder, and each folder can be different. But setting these “view” options is often a chore. Mac OS 8.5 allows you to set a folder to “Standard Views”, or alternatively to set each of its options individually. With Neatnik you can easily set the view characteristics, as well as the size and position attributes, of a batch of folders, based upon the characteristics you set for the “parent” folder -- the folder that contains the other folders.

### Minimum Requirements:

Neatnik requires the scriptable Finder. The Finder in System 7.5.x and 7.6.x is scriptable, provided the extension “Finder Scripting Extension” is included in your Extensions folder. This extension is part of the standard System installation. Mac OS 8.0 and later don’t require this extension.

### Cost of Neatnik:

Neatnik is shareware and costs \$10.00. You can pay for it with credit card by e-mail, telephone, fax or postal mail, or with a check by postal mail. See the section of these instructions entitled “Paying for Neatnik” for full information.

### This Manual:

These instructions are divided into a few sections. You can go to the next section, “Using Neatnik”, by clicking the right scroll-arrow below, or by selecting the next section from the “Contents” menu above.

## Using Neatnik:

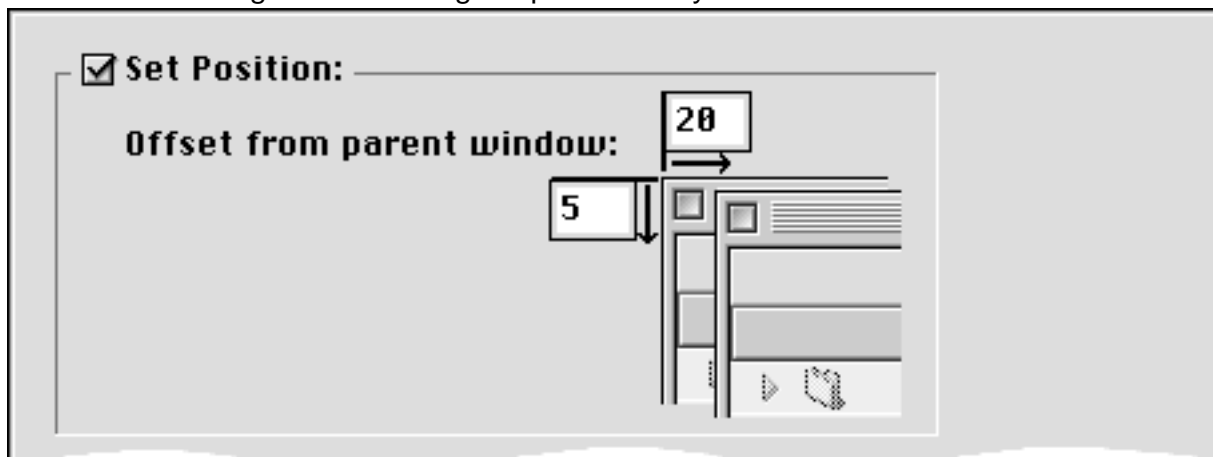
The first thing to understand about using Neatnik is that it works from a “parent window”. Your first step in using Neatnik would be to set up one folder window the way you want it in terms of position, size, and View settings. Then you would launch Neatnik and in Neatnik’s Preferences dialog, set which characteristics of the parent folder window you would like to be adopted by the folders contained within that parent folder. Finally, you would select the parent folder as the folder for Neatnik to process; you can do this either by dragging that folder’s (or disk’s) icon onto Neatnik’s icon, or using “Select Folder or Disk...” under Neatnik’s File menu. Neatnik will then open every folder contained within that parent folder, set its characteristics, and close it. Although I refer to the parent window as belonging to a folder, it can also be the root level window of a disk, if you want Neatnik to process an entire disk.

### Setting the Preferences:

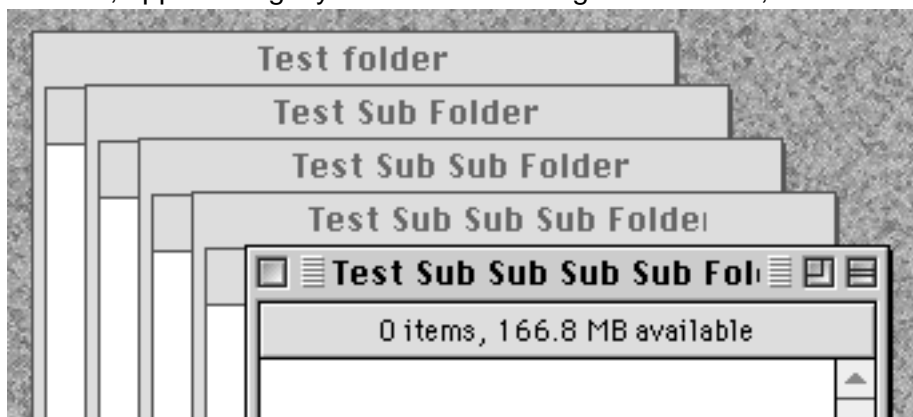
As noted above, Neatnik controls three groups of characteristics of folder windows: position, size, and View settings. Select “Preferences...” under Neatnik’s File menu, and the dialog that appears is divided into these general groups. There are a lot of options to set in the Preferences dialog, so I’ll go through them from top to bottom, with illustrations. Balloon Help is available within the Preferences dialog, if you feel the need of a “memory jog” when you’re setting your preferences.

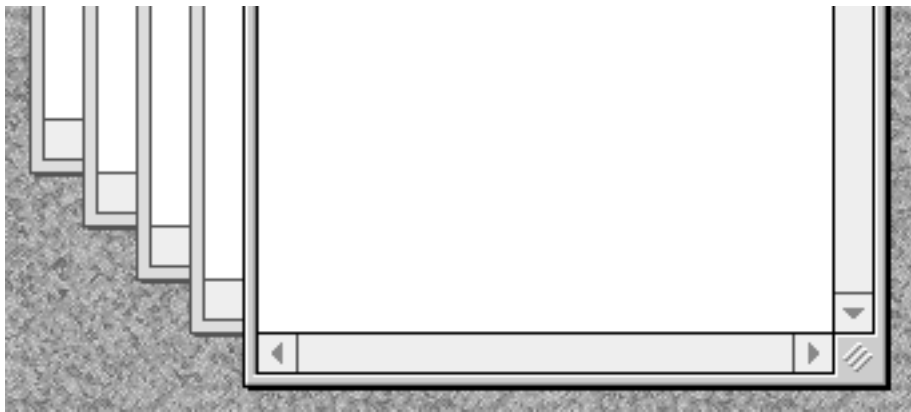
#### Setting Position:

First are the settings for controlling the positions of your folder windows:



If you choose to have Neatnik set the position of the folder windows it processes, it will set them to open in “cascading” positions relative to the parent window. For example, in the illustration below, “Test Folder” is the original parent window. “Test Sub Folder”, which is contained in “Test folder”, appears slightly down and to the right of “Test Folder”, and “Test Sub Sub Folder”, which is in “Test Sub Folder”, appears slightly down and to the right of that one, and so on:



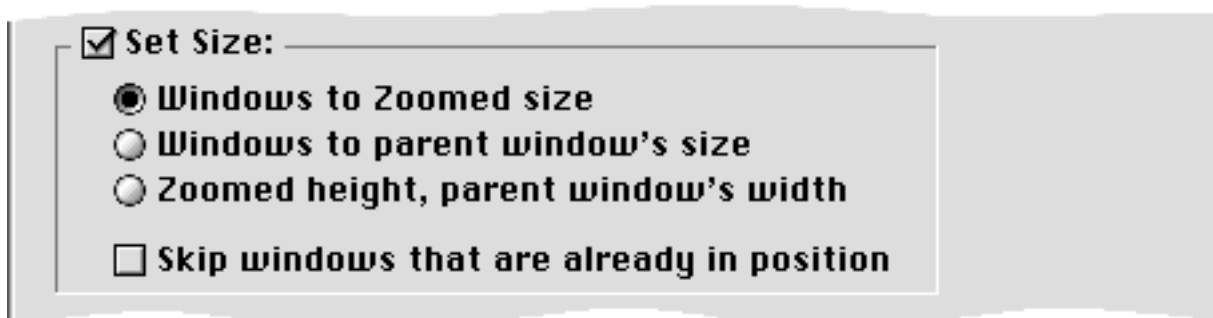


The position settings in Neatnik's Preferences allow you to set the horizontal and vertical offset (in pixels) of each nested level of folder. The offsets you enter will be reflected in the representation of the windows in the Preferences display.

If you would like all the folders processed to open in the same position, set both offsets to zero. If you prefer that Neatnik not change the positions of your folder windows, simply un-check the "Set Position" checkbox.

### Setting Size:

Next are the settings to control the size of your folder windows:



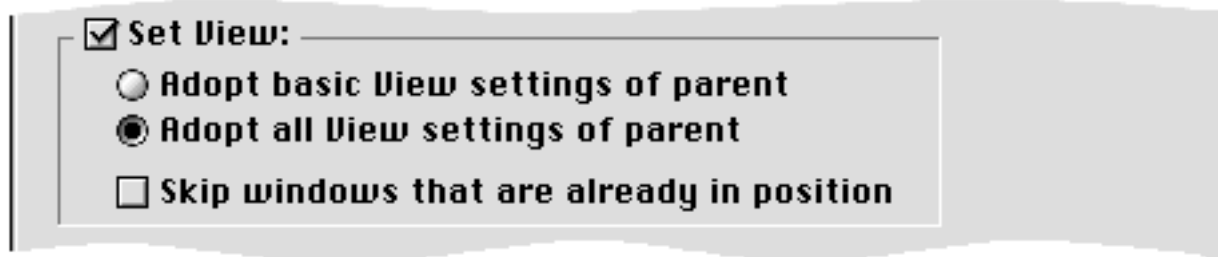
- "Windows to Zoomed size": With this selected, Neatnik will set your windows to the size the Finder considers optimum — just big enough to show the contents without scrolling.
- "Windows to parent window's size": Select this, and Neatnik will make all windows the same size as the window of the parent folder you select.
- "Zoomed height, parent window's width": This will be useful when you using a List View. When a folder window is set to a List View (view by name, view by date, etc.), the zoomed size of the window will be wide enough to show all the file attributes that are listed. In addition to name, this may include kind, modification date, size, label, etc. You may prefer that your windows not be this wide; perhaps you'd like them just wide enough to show name and kind. The solution is to set your parent window to this width, and select "Zoomed height, parent window's width" in Neatnik's preferences.
- "Skip windows that are already in position": This checkbox takes a bit of explaining. When Neatnik is about to work with a folder, it first checks the current position of its window. If it is already at the position that Neatnik would have moved it to, and if you have this checkbox checked, Neatnik won't do anything to the size of that window. This will primarily be useful when you're processing a folder with Neatnik and that folder has been processed before. After processing it the first time, you might go through it and change the size of a window or two. You might also add some new folders, and want these additions to be "neatened". You can process the folder again, and Neatnik

won't change back the size of those windows that you changed manually, if their position is still "correct" in Neatnik's evaluation. The new folders, and any folders that you moved, will be processed as usual. Neatnik will reprocess an already-processed folder more quickly with this setting turned on, as it will be able to skip much of the work it normally does with each folder. If the Set Position checkbox (mentioned above) is not checked, then "Skip windows that are already in position" will be disabled. If you aren't setting the position of your windows, "already in position" isn't meaningful.

If you don't want Neatnik to make any changes to the size of any of the folder windows it processes, un-check the "Set Size" checkbox at the top of the group.

### Setting View:

The third group of settings are for folder window's View options:



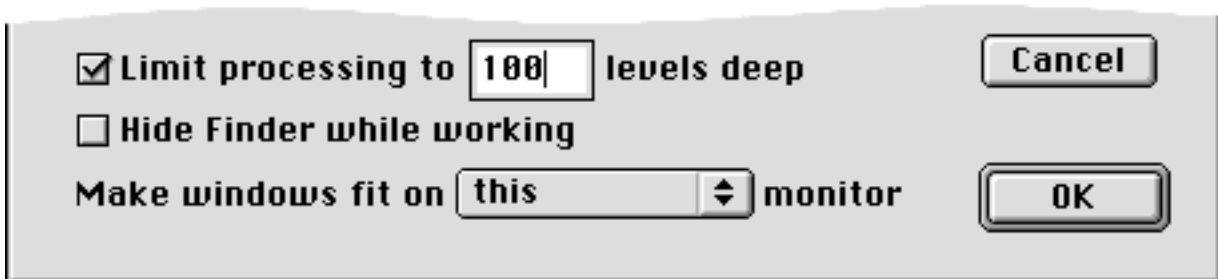
- "Adopt basic View settings of parent": Neatnik will set the basic View settings of each folder to be the same as the parent window. For the most part, this corresponds to the "View" menu in the System 7 Finder: View by Small Icon, by Icon, by Name, by Size, by Kind, by Label, by (modification) Date. If you are using Mac OS 8.0 or later, the folders will also adopt View by Small Button and View by Button, if the parent window is set to that View.

- "Adopt all View settings of parent": This is only available if you are using Mac OS 8.0 or later. If this is selected, all the View settings of the parent will be applied to each folder processed. In addition to the "View by" options just mentioned, this also includes such things as whether "Keep arranged by..." is set, and which particular file attribute categories are shown in List View windows.

- "Skip windows that are already in position": This has the same meaning described above in the section on setting windows' size. Check this and windows that are already in the correct position won't have their View characteristics changed.

### General Settings:


Finally in the Preferences are some general settings:



- "Limit processing to xxx levels deep" can be used to control how many layers of folders Neatnik processes. For example, if this item is checked and you set the number to 1, Neatnik will make changes to the folders contained within the parent folder you select, but it will stop there. It won't process the folders within those "first level" folders, or the folders within those folders, and so on. The parent folder you select is considered level zero, and successive levels are counted from there. If this item's checkbox is not checked, Neatnik will process all levels of folders.

**Note:** Until you pay for Neatnik, this setting in the Preferences window will be "locked" on and

will have a maximum setting of 5 levels. Once you register Neatnik you will be able to turn off the “Limit processing” check box, or to set it to a maximum of 999 levels if you choose to turn it on.



Limit processing to  levels deep

The “Limit processing” checkbox on unregistered copies of Neatnik.

- “Hide Finder while working”: This does just what it says. While Neatnik is processing folders, it actually tells the Finder to open each window, set its size, position and other parameters, and then close it. If “Hide Finder” is checked, most of this exciting action will be hidden from you. Since this means that the windows don’t have to be drawn to the screen, Neatnik should run a little faster this way. Un-check this box and you can watch Neatnik and the Finder do their thing. If you find this more than slightly entertaining, take that as a sign that you should get out more often.

Note: Even with “Hide Finder” checked, there will still be a fair amount of action on your screen while Neatnik is working. “Zoom rects” may zoom hither and yon, and if you have icons visible on your Desktop, these will disappear and reappear as the Finder needlessly erases and redraws them. (This behavior varies depending on your OS version.)

- “Make windows fit on...” popup menu: When Neatnik is positioning windows, it may become necessary to make them smaller than their ideal size in order to keep them from extending past the edges of your monitor. Neatnik will take care of this detail for you. In some situations, you may want the windows to be sized appropriately for a monitor **other** than your own. If you’re neatening a disk that will be distributed to a wide audience, you can tell Neatnik to keep windows within the boundaries of one of the more common monitor sizes, rather than using the boundaries of your own monitor for reference. With this popup set to “this” monitor, Neatnik will crop windows to fit on the system it’s running on. Furthermore, if Neatnik is running on a multiple monitor system, it will take into account the available screen space on all monitors.

Note: Neatnik may reach a point where it becomes unreasonable to make windows any smaller in order to fit them on the screen. If this happens, Neatnik will stop offsetting windows at that folder level. If there are any folders nested deeper than that maximum “reasonable” level, their windows will simply be given the maximum allowable offset. In other words, at that point the windows will start “piling up” against the edges of the monitor.

## Preferences Are All Set; Now What?

Once you have Neatnik’s preferences set, you can process some folders (or disks). Before doing this, you should open the item you want to process, and set the position and/or other properties of the window appropriately, keeping in mind that all the folders within this disk or folder will have their properties set according to this “parent” window. You can select an item to be neatened by using “Select Folder or Disk...” under Neatnik’s File menu, or you can drag the icon of a folder or disk onto Neatnik’s icon in the Finder. Neatnik will then go to work, displaying its progress in a window. In the progress window are two buttons: “Pause” and “Stop”. These function as their names suggest. Unfortunately, Neatnik can’t be switched to the background while it’s working, so the Pause button can be extremely useful. Once Neatnik is paused, you can switch to other applications and work as usual; the Neatnik session can be continued later, as long as you don’t quit from Neatnik. Note that it can take Neatnik a few seconds to respond to a click in the Pause or Stop buttons.

### “Odds Bodkins!! It’s really slow!!”

Well, that depends on the speed of your Mac, how many folders you’re processing, and your level of impatience. But Neatnik might indeed seem slow at times. Neatnik works by sending Apple events to the Finder, and these Apple events, and the Finder’s response to them, are relatively slow. There’s not much I (the programmer of Neatnik) can do about that. If you want Neatnik to process your 2GB hard drive, you might want to take your lunch break. If you want it to process the master copy of

your 17GB DVD disk, you'd better leave it running overnight. (If you are using Mac OS 8.0, be sure to see the note "Important Warning About Mac OS 8.0" in the next section of this manual before trying to process a large disk.) On the positive side, working through Apple events is the officially sanctioned way of doing what Neatnik does. Neatnik doesn't have to install any system extensions, or "patch" the Finder.

## Miscellaneous Notes:

### **Finder Bugs and Neatnik; An Important Warning About Mac OS 8.0:**

Neatnik works in concert with the Finder. It sends "Apple event" messages to the Finder, and the Finder performs most of the actual work of resizing windows, setting their View characteristics, etc. This means that Neatnik is dependent on the Finder, and that bugs in the Finder can affect Neatnik.

In Mac OS 8.0, There is a "memory leak" bug in the Finder. This limits the number of folders you can process with Neatnik at one time. This bug does not appear to exist in Mac OS 8.1 or 8.5 (8.5 is the most recent Mac OS release as of this writing).

A memory leak is a situation where a program uses up a little more RAM each time a repetitive task is performed. If too much memory is used up this way, the program (in our case, the Finder) will crash or misbehave in other ways. The Mac OS 8.0 Finder has such a memory leak when it responds to Apple events of the type that Neatnik uses. The only way to recover this lost memory and return the Finder to its normal state, is to restart your computer. Under Mac OS 8.0, this limits the number of folders you can safely process with Neatnik before restarting to several hundred. To prevent the Finder from crashing, Neatnik keeps track of the Finder's available memory as it works. If it finds that this memory is getting low, it cancels its ongoing session of folder-processing and displays a warning message. This message advises you to restart your Mac immediately, and explains that you can continue the Neatnik session after doing this. You should only see this message if you are using Mac OS 8.0, and if you have used Neatnik to process several hundred folders. If you do see it, follow its advice and restart your Mac, regardless of whether you want to continue using Neatnik at that time. As noted above, failure to do this can result in a serious crash.

There is another small bug in the Finder that affects Neatnik. This is a hardy little bug, and it has survived through Mac OS 8.0, 8.1 and 8.5. This Finder bug affects setting windows to "button" view via Apple events. If you use Neatnik to set the view of windows to button, the view will be set to button, but the size of the buttons may not be the same as what it is in the parent window you worked from. Hopefully this will be fixed in a future release of Mac OS.

### **History of Neatnik:**

Versions 1.0 and 2.0 of Neatnik were programmed by me, Karl Bunker. I created v1.0 working under contract to Ted Van Duyn. Credit for the basic idea of Neatnik and for much of its design belongs to Ted. Ted gave me permission to create this shareware version of Neatnik, and to release it for public distribution.

### **"Splash" Graphic:**

The graphic appearing in the About window is a collaborative effort of Karl Bunker and ~pedro. Visit ~pedro's Web site at <http://www.bhm.tis.net/~pedrocom>.

### **My Web Site:**

You can find other fine shareware and freeware programs written by me on my Web site, located at: <http://users.aol.com/karlbunker/>

### **Shareware distributors:**

You may put Neatnik in your CD-ROM, Disk of the Month, Web Page, shareware catalog, etc., etc. Neatnik may be distributed by any means, as long as you don't modify it or charge customers some unreasonable sum for it.

### **Legal Disclaimer:**

Karl Bunker and Ted Van Duyn hereby disclaim all warranties relating to this software, whether express or implied, including without limitation any implied warranties of merchantability or

fitness for a particular purpose. Karl Bunker and Ted Van Duyn will not be liable for any special, incidental, consequential, indirect or similar damages due to loss of data or income or any other reason, even if Karl Bunker or Ted Van Duyn or an agent of theirs has been advised of the possibility of such damages. In no event shall Karl Bunker or Ted Van Duyn be liable for any damages, regardless of the form of the claim. The person using the software bears all risk as to the quality and performance of the software.

**Remember:**

Neatnik is shareware. If you decide to keep it, you must pay the shareware fee of \$10.00. See the next section of this manual for instructions on paying for Neatnik.

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## Paying for Neatnik:

Neatnik is shareware and costs only \$10.00. You are welcome to install it and try it out before paying for it. Once you decide you want to keep Neatnik, you must pay the \$10.00 shareware fee. If you want to pay for more than one user at a time, the pricing is as follows:

1-5 users, \$10 per user

6+ users, \$8 per user

A Site License costs \$400 and covers all locations for your organization within a 100 mile radius of your site. One big advantage of a Site License is that you do not need to keep track of how many people at your site are using the software.

A World-Wide License costs \$1500 and it covers all locations for your organization.

Paying for Neatnik is easy. My shareware payments are handled by a company called Kagi, and they can accept payment in several ways. You can pay by Credit Card, check or cash, and if paying by Credit Card you can send the information to Kagi via the Web, or by e-mail, fax or postal mail. Check and cash payments must be sent by postal mail, of course. When your payment has been processed you will receive an acknowledgement from Kagi, and a registration code from me (Karl Bunker). The registration code will turn off Neatnik's "Please Register" reminders, and enable you to process folders to unlimited depth.

To pay by Credit Card via the Web, go to my Web site at this URL:

<http://users.aol.com/karlbunker/>. Then click on the link for "Online Registration". This will take you to a secure Web page where you can enter your credit card and other information. Online orders are usually processed within 3 or 4 days.

If ordering by e-mail, fax or postal mail, open the "Register Neatnik" program that accompanies Neatnik. You can do this either by double-clicking the "Register Neatnik" icon from the Finder, or by clicking the "Fill Out Order Form" button in the "Please Register" dialog that Neatnik displays when you launch it. Enter your name, your e-mail address or postal address, and the number of user licenses you desire. Save or Print or Copy the data from the Register Neatnik program and send the data and payment to Kagi.

If paying with Credit Card using the Register program, you can e-mail or fax the data to Kagi. Their e-mail address is [sales@kagi.com](mailto:sales@kagi.com) and their fax number is (510) 652-6589. You can either Copy the data from the Register Neatnik program and paste into the body of an e-mail message or you can Save the data to a file and attach that file to an e-mail message. If you have a fax modem, just Print the data to the Kagi fax number.

Payments sent via e-mail are processed within 3 or 4 days. You will receive an acknowledgement from Kagi and your registration code from Karl Bunker, both via e-mail. Payments sent via fax can take up to 10 days. If you provide an Internet e-mail address you will receive your acknowledgement and registration code via e-mail.

If you are paying with cash or USD Check you should print the data using the Register Neatnik application and send it to the address shown on the form, which is:

Kagi

1442-A Walnut Street #392-C2

Berkeley, California 94709-1405

USA

If you pay via check, it must be a check drawn in U.S. Dollars. Kagi cannot accept checks in other currencies. Customers outside the U.S. can often pay with cash in their native currency. See the Register Neatnik program for a list of accepted currencies. Payments sent via postal mail take time

to reach Kagi and then up to 10 days for processing. Again, if you include a correct e-mail address, you will receive your acknowledgement and registration code via e-mail.

If you have a purchasing department, you can enter all the data into the Register program and then select Invoice as your payment method. Print three copies of the form and send it to your accounts payable people. You might want to highlight the line that mentions that they must include a copy of the form with their payment. Kagi cannot invoice your company, so you need to act on my behalf and generate the invoice and handle all the paperwork on your end.

If you do not include an e-mail address with your registration information, please enter your complete postal address; we will need it to send you your registration code for Neatnik in the mail.

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