HUG Bulletin Board Handbook

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HUG Bulletin Board Handbook

Heath Users' Group SYSOP

616 982-3463

Heath Users',Group Part Number 885-4700

Heath Users' Group
Hilltop Road
St. Joseph, Michigan 49085

HUG Bulletin Board Handbook

Table of Contents

The Table of Contents selections are a collection of existing files on the HUG SIG.

This handbook is intended to give the new user a helping hand in using the HUG Bulletin Board (BB) or Special Interest Group (SIG). It can be used as a supplement to the existing documentation available through CompuServe or as a stand-alone tutorial of using the HUG SIG.

NOTE: CompuServe is continually making changes to the services which they provide. These changes may directly or indirectly affect or alter the operation of the SIG, in general, and the commands, in particular. Therefore, the SIG commands documented within this handbook may become obsolete or altered. The user is responsible for noting any changes to the SIG and/or its options. SIG changes are posted with the SIG option <NEW>.

<MI>

General information about the HUG Bulletin Board or Special Interest Group (SIG).

** This file is about 11,300 characters long. **

Welcome to the HUG SIG!

When the Bulletin Board was first established, it was set up for the exchange of information to enhance the usage of Heath/Zenith computers. That continues to be the purpose of this SIG!

As a member of this SIG, you will receive a $.50 an hour discount for your time while using the SIG. Normally, the 50 cents per hour is paid as a royalty to the operator of the SIG. We, HUG, feel that you should receive the royalty in the form of a discount.

Throughout the SIG information files, commands will be referred to as <MI>, <I> or <X0>. The options are the letter(s) between the brackets "<>". Do not type the brackets, only the letters between the brackets. The brackets are simply used to clarify that the commands are options of the HUG SIG. For a list of options enter a "?" at the main Function Menu prompt.

If everything you read on the SIG is upper case (e.g. this file was done in lower case characters), you have the option of changing your terminal parameters to accept and send lower case characters. There are other parameters that you can set also. To set your terminal parameters, from the CompuServe top menu page CIS-1, enter "GO CIS-4" and choose option 5. From there follow through the menu options. Once you save any parameter changes they are universal, that is, the parameters are set for wherever you go on CompuServe. As you will soon see, there are additional parameters on the HUG SIG, which you can set. However,. the SIG parameters are only in affect while you are on the SIG.

One of the most important options you have on the SIG, is option <9> or <OP> from the function menu, your user changeable OPtions. This option allows you to set some defaults and parameters which affect the way the SIG responds to certain conditions. The defaults are simply a matter of preference. For example,

1) when you come into the HUG SIG as a new member, you will automatically be in a menu driven format. That is, you will see a menu at every prompt. This is very helpful to new members, however, once you become more proficient at moving around within the SIG, you no longer will require the menus. You can change from the menu driven mode to an expert mode by selecting option <9> or <OP> of the Function menu and choosing option <1>, Change to Command Level,

2) you also can set for <ST>opping or NO <ST>opping between messages, and

3) you can turn the
ief mode on or off.

Descriptions of these and other options are contained in the <I>nstruction HELP file which gives a complete list of SIG options and commands. By entering an "I", you will see the command list, which includes a short explanation of each option. If <I> does not list the command you have a question about or you need a more detailed explanation of an option, you can enter "? opt" (where "opt" is the option of your choice) at the menu prompt and you will see a detailed description of the option. If you have a printer, get a hardcopy of <I> for quick reference to a command.

The SIG has a special area which is called the Access or <XA> database area. The Access or <XA> area is the place where you will find a library of programs and files. Some of these programs will be of use to you. You can "download" (that is save to your computer) many of the files in <XA>. If you have any programs you wish to share, you can "upload" the program(s) to <XA>. The <X1>, <X2> and <X3> commands will give you information of how to use <XA>. (Enter "X0" at the function menu for instructions.)

The <MI>, and <X0> through <X6> SIG options are included in the HUG P/N 885-4700 HUG Bulletin Board or SIG Handbook for $5.00. Order from Heath Parts Department, 616-982-3571.

The following is a list of suggested procedures of the HUGBB.

1) Read <X0> for pointers to useful and tutorial information regarding the operation of the HUG SIG.

2) Learn what the <OP> option can do and then set the defaults to your liking.

   Once you have learned and feel comfortable with the Function Menu options, you should begin to consider changing to the Command level, which is option 1 of <OP>. Even if you don't, you can still enter any option even though the Menu does not show it. You can always enter a "?" at any prompt for a list of options you have available at that moment.

   Remember to make your options <P>ermanent or else the next time you come into the SIG, you will have to reset your options again.

3) Begin to learn the <R>etrieve and <S>can options of the message base (see <X4> for details). The HUGBB is intended to be an information exchange board. You must, therefore, learn how to quickly retrieve messages, which may be helpful or of interest to you.

4) Understand the use of the CTRL-O and CTRL-P sequences.

   a) While you are retrieving messages, if you come across a message which does not interest you, you can send a CTRL-O, (i.e. holding the ConTRoL key down, press the letter "O"), which will go on to the next message. The CTRL-O will only work if you have set your <OP> default to <ST>op between messages.

   b) A CTRL-P (i.e. holding the ConTRoL key, press the letter "P") will cause a break and you will be returned to the function menu. The CTRL-P (often referred to as ^P) may be used to break out of any option on the SIG. This sure is nice, if you do not have the time to read through an entire file or option.

5) Learn how you can leave messages to others. Two of the ways you can leave messages are:

   a) by the <L>eave Command from the main Function menu. The <L> option will prompt for the user you wish to send the message "To", a "Subject" and, lastly, the text of the message.

   b) by the <RE>ply command. After any message is <R>etrieved (meaning you have read the message), you will have the option to <RE>ply to the message. The <RE> option does not prompt for the user or a subject. It sends your message text directly to the user who sent the message. (If you do not have your <OP> default set to <ST>op between messages, you will not be able to <RE>ply to any message.)

   Further explanation of leaving messages is found in <X4>.

6). Become familiar with the <B>ulletins, <U>ser log, and <V> user interest log.

   a) the <B>ulletin option is the place for the SYSOP to post any new notices or bulletins that pertain to the HUG SIG, HUG, or Heath/Zenith, which may be of interest to you. A <B>ulletin remains indefinitely and is usually related to important issues that affect the majority of users.

   b) the <U> option is simply a log of all users, member or non-member, who have accessed the HUG SIG. It lists the time and day of login.

   c) the <V> option is a nice feature. It will allow you to read and search a database of user interests. You have the option of entering your own interests. <V> will aid you in finding others who have similar interests.

7) Learn what the <XA> (Access) data base has to offer. BROwse through the sections that apply to your system. Become familiar with the commands and options of <XA>. Refer to <X0> for additional information.

8) Become familiar with the options of your modem software.

This is a very difficult area to cover because there are so many different modem software programs available. Some modem programs are quite simple, while others are very complex and offer many options to the user. However, all modem programs have some basic options. These basic options are the ones that I am concerned about and will address in the next few paragraphs.

The two primary options you need to learn how to use are;

a) the capture buffer (or save buffer). One of the nicest features of using a computer rather than a terminal when communicating with CompuServe, is the ability to save anything (or everything, for that matter) that appears on the screen. This is possible through your modem program.

Your modem program should have a key or command (refer to your modem documentation) that will "OPEN" a capture buffer. The save command does nothing more than stuff all characters into the memory (buffer) of the computer. (You can't do that with most terminals.) Once you have saved what you want you can "STORE" (another program command) the contents saved in the buffer (memory) to your disk drive as a disk file.

This means that you can save anything that appears on your screen, e.g. messages, files (such as this), or programs. You can simply toggle on/off your capture buffer whenever you want. Once you have saved what you want, you simply store the buffer to a file, which you can print, edit, delete or whatever.

More detailed information on copying and DOWnloading will be explained in <X2>.

b) the send command. This key or command of your modem program allows you to send a disk file to the other computer, i.e. CompuServe. You can send pre-composed messages, files, or programs. The procedure for sending files will be explained in section <X3>.

Your modem software may have different ways of obtaining these results, however, it will have these two features in some form. If not, you will want to get a program that will.

9) Lastly, simply "play" with the system for a while. The best "teacher" is practice.

10) You have two ways of logging off the HUG SIG:

a) to exit to the area which you entered the SIG from, enter <EXI>. Most of the time you will be entering the SIG from some page on CompuServe. In that case, you will return to page CIS-1 if you enter <EXI>.

b) to log off the system, simply type <OFF> at the Function menu. That will log you off CompuServe.

If you have any questions or feedback about the HUGBB, <L>eave a message to SYSOP.

** EOF **

<X0>

***** Important Commands *****

** This file is about 1400 characters long. **

The following list of commands (or files) contain information that will help you make the most of the HUG SIG. You should have a hardcopy of these files for ease of reference:

MI - New Member Info
X0 - This List
X1 - How to FIND Files
X2 - How to DOWnload Files
X3 - How to UPload Files
X4 - How to Use the Message Base
X5 - How to set your parameters
X6 - HUG BBS List
I - General SIG Instructions
CO - Conference Instructions
B - HUG Bulletins

To read one of these files, enter the appropriate command letters (e.g. "X1") at the Function menu.

When reading through the files, you can type a CTRL-S (^S) to pause output to the screen, CTRL-Q (^Q) to continue reading, and CTRL-P (^P) to return to the function menu.

Don't forget, if you do not have a printer or you cannot take the time to print these files out, you can order HUG P/N 885-4700 from Heath Parts Department for a complete list of the above files (with the exception of <I>, <CO> and <B>).

** EOF **

<X1>

*** HOW TO FIND FILES ***

** This file is about 7200 characters long. **

The HUG SIG has its own file space or database area known as "Access" or <XA>. Each SIG of CompuServe has its own Access area which can be accessed only by members of the respective SIG. In addition, there is a PUBLIC ACCESS database, which is accessible by all users of CompuServe. PUBLIC ACCESS which has commands similar to the SIG command options, will not be discussed here.

The SIG Access is divided into sections. Each section has a number which identifies which section you are in. In addition, we have labeled each section with a name. The Section Name is used to distinguish what types of files are in each respective section. The HUG SIG Access is divided into these Sections:

0 - General Interest files
1 - Help or Assistance files
2 - Telecommunication files
3 - HDOS related files
4 - CP/M-80 (tm) related files
5 - CP/M-86 (tm) related files
6 - ZDOS (tm) related files
7 - Hardware related files
8 - Hero I
9 - Vendor files

To get to the SIG Access, at the Function prompt enter "XA". You will then be asked to enter the number of the section you want to access. Enter the number (0 - 9) of your choice.

You may simply type "XA#" from the function menu to go directly to Section #, where "#" is the section number of your choice. Once you are in one section, you may type XA or XA# to move to another section.

NOTE: Please keep a list of the Section Numbers and Titles for two reasons: 1) it will help you find the files of your choice, and 2) once you decide that you are ready to contribute a program of your own, you will know in which section to put it. (UPLoading will be discussed in <X3>.)

While you are in one of the sections of <XA>, you will see the following prompt:

XA #:

where "#" is the section number you are in. The commands of <XA> are the same for every section. The only difference between sections is the programs or files that are in the database (refer to the Titles above).

While in any section of <XA>, you may type a question mark (?) to get a list of valid commands, the same as when at the function menu. Typing a "? xxx" will get you a detailed explanation of the command xxx. If you take a few minutes to do that for each command, while capturing to your buffer, you will have a complete set of instructions. To return to the Function menu prompt enter <EXI>.

Once you are in the <XA> section of your choice, you will want to find out what programs or files are there. You will want to know which programs interest you and which are of use to you, e.g. will it run on your computer, or does it require special software or hardware. There are two (2) ways to search through the database. These options are explained next.

1) The <S> option stands for <S>can. This is a quick way of listing all the programs which are in that <XA> section. <S> is like doing a DIRectory of your disk drive, only it is much slower (because of the slow speed of telecommunications).

   <S>can will display the User ID of the person who submitted the program, the name of the file, and the date it was submitted. It will show the number accesses, as well.

2) The <BRO> option, allows you to <BRO>wse through the database. <BRO> will display the user id of who submitted the file as well as the filename, date and accesses. In addition, <BRO> will display the keywords of the file, a brief description of the file, and finally the options of what you would like to do with the file, i.e. <R>ead, <D>ownload, or return to the <T>op of <XA>.

   It is at this point that you can <R>ead the file, save it in your memory buffer, and store it to your disk drive. If it is a program, from that point you can treat it as a normal program on your disk system, e.g. if it is a BASIC program, you can load BASIC and run the program. (This is, of course, dependent on the fact that the program was written for your computer and the BASIC interpreter you have.)

   If you have a modem software package that has the CompuServe Protocol, you can use the <D> or <DOW>nload option of <BRO>. This will allow you to download a file to your system with error checking. Most modem programs do NOT have this protocol. The <DOW> option of the SIG will be discussed further in <X2>.

You have different options for <S>canning and <BRO>wsing through the <XA> section.

1) You can simply enter <BRO> or <S> for a complete list of the files. For example:

   XA #: S

   XA #: BRO

   (The "XA #:" indicates the prompt the SIG displays. You enter the S or BRO.)

   Don't forget that you can do a ^P (CTRL-P) to break back to the <XA #:> prompt, if you don't want to view the whole list.

2) You can search for all the files submitted by a particular User ID. For example, if you enter

   XA #: BRO [70007,21]

   you will view all the files submitted by 70007,21. That just happens to be the SYSOP User ID, however, you can choose any User ID. (After awhile, you will learn User ID's and who they belong to.) If no files have been submitted by the User ID of your choice, the <XA #:> prompt will return.

3) You can use a "wildcard" to search for a filename or extension of your choice. You will recall the wildcard "*", which you can use with the DIR command of your operating system, the same wildcard is used here. By entering the following:

   XA #: BRO *.BAS

   will return all the files with a .BAS extension in <XA#>.

4) A useful feature of Access, is the ability to search by a keyword. When a file is submitted to <XA>, the submitter can enter a list of keywords that describe the program. You can select a keyword, do a search and if your keyword matches the program keyword, the file will be displayed. For example:

   XA #: BRO /key:ZBASIC

   will search <XA#> for any file that has as one of its keywords "ZBASIC". For a list of keywords in <XA#>, enter "KEY" at the <XA #:> prompt.

5) You can use any combination of the above to do a search for a file. For example:

XA #: BRO *.ASM[70007,21]/KEY:UTILITY

will search the files in <XA#> submitted by 70007,21 with a .ASM extension and a keyword of "UTILITY".

The above search options were shown using the <BRO> command, because <BRO> is the most useful option to you. Any combination of the searches can be be used with the <S>can command. Learn to use these options for searching for files. It will save you time and money.

DOWnloading and UPLoading will be discussed in the next two sections, i.e. <X2> and <X3>, respectively.

** EOF **

<X2>

*** HOW TO DOWNLOAD FILES ***

** This file is about 9000 characters long. **

The term "download" refers to the transfer of a file from the host computer to your computer. CompuServe has the mainframe, so you "download" from the "big" computer to your microcomputer.

"Upload" is the complement of "download". You transfer a file from your micro to the mainframe. Both of the terms refer to the action of transferring a file, but each gives definition to which direction you are going. Uploading will be discussed in <X3>.

To download a file you need to go to the <XA> section which has the file you want to copy. The following are the section names:

0 - General Interest files
1 - Help or Assistance files
2 - Telecommunication files
3 - HDOS related files
4 - CP/M-80 (tm) related files
5 - CP/M-86 (tm) related files
6 - ZDOS (tm) related files
7 - Hardware related files
8 - Hero I
9 - Vendor files

When you determine the proper section, enter "XA#" at the Function menu prompt, ("#" is the section number). This will put you into the <XA> section of your choice.

<X1> explained how to find the program(s) you are looking for by using the <S>can and <BRO>wse commands of <XA>. Once you have found the file you wish to copy, after the keywords and brief description are displayed, <BRO>wse will prompt you by the following:

Disposition:

<R D T):

for <R>ead, <D>ownload, <T>op, or <RETURN> to continue.

To download a file, you will use the <R>ead or <D>ownload features of <BRO>, depending on the software modem package you are using. Along with knowing how to use <R>ead and <D>ownload, you will need to understand that there are different ways of storing files on CompuServe. This, along with the type of modem software you have, will be the determining factor as to which option you use.

NOTE: You may not be able to use the <D>ownload option of <XA> with the modem software you are presently using.

CompuServe doesn't care if a file is HDOS, CP/M, CP/M-85, CP/M-86 or ZDOS. <XA> is simply disk space allocated to the SIG for storing files on CompuServe. (You are responsible for recognizing programs and files which are applicable to your computer system.)

There are three primary ways of storing files on CompuServe:

1) The easiest and most widely used type of file is simply an ASCII file. An ASCII file could be a documentation (or instruction) file (such as this <X2> file), or a source listing for any program, e.g. assembly, PASCAL, BASIC (saved in ASCII), etc.

   An ASCII file can be downloaded by opening up the storage buffer of your modem software, and then <R>ead the file by entering an "R" at the <BRO>wse prompt. Once the file is done, you close the buffer and save the memory buffer to a disk file.

   You will need to edit out any "garbage" that is picked up. For example, the <BRO>wse prompt "Disposition:" will be stored as the last line of the file.

   No special program or "protocol" is needed to copy an ASCII file this way. This is the easiest type of download to understand and use.

2) The second type of file is called a HEX file. It has a filename extension as .HEX, which means it is a HEXadecimal file. A .HEX file is actually an ASCII file, however, to be of any use to you, you need to have a HEX converter program.

   An .HEX file is <R>ead the same as any ASCII file (see above). The difference is what you must do with the file once you have saved it to your disk. You will need to have a HEX converter program, which translates the HEX code into a binary or executable file. The following HEX converter utilities are available in <XA>:

Operating System	program name	where found
HDOS	GENHEX	XA3
HDOS	ASCABS	XA3
CP/M (all)	LOAD	CP/M system disk
ZDOS	HEXGEN	XA6
ZDOS	GHEX86	XA6
ZDOS	RWHEX	XA6

   You will find that you must put some effort into using these utilities. Search for the file that most closely matches your system configuration. Get a copy of the documentation which belongs with the utility. Read and follow the instructions carefully. If you have any questions, you can <L>eave a message from the Function Menu for assistance.

.HEX files provide a means for transferring binary files with no special "protocol". The facility to upload and download by means of the CompuServe Executive will be explained next.

3) The last type of file is a BINary file. It has an extension of .BIN and is a BINary or executable file. CompuServe actually stores the file as a special HEX (or ASCII) file, but it is really binary. A .BIN file requires a special type of file transfer utility, called an executive (or protocol) to download to your system. Most modem software programs do not have that special utility. However, there are public domain programs in the HUG SIG and CP/M SIG, which you can download and then use to get the .BIN files.

In order to use the <D>ownload option of <BRO>wse to get a .BIN file, you must have the CompuServe protocol present to transfer the file. If your modem software does not have the protocol, CompuServe will exit the <D> command after a short time delay and ask for the file "Disposition:" again.

NOTE: Refer to your modem software documentation to find if it supports the CompuServe protocol.

There are programs available in <XA>, which have the CompuServe Executive. You are welcome and encouraged to download (via <R>ead) any of the programs and then use it to transfer BINary files to/from CompuServe. The following is a list of programs which have the CompuServe protocol:

Operating System	Program Name	where found
HDOS	CSHDOS	XA2
HDOS	CSH89	XA2
CP/M-80	H89EXC	XA2
CP/M-80/85	CLOAD	XA2
CP/M-85	CISLIN	XA2
ZDOS	BUFEXC	XA2
ZDOS	use CISLIN (from XA2) and RDCPM (ZDOS system)	
ZDOS	use CLOAD (from XA2) and RDCPM (ZDOS system)	

(Once you have saved the file, you will need to assemble the program if it is an .ASM file or convert the program if it is a .HEX file to get the program into a executable form.)

You will find it may take some effort on your part to get these programs working properly. Search for the program that most closely matches your system configuration. Get a copy of all documentation files that accompany the program. Then read and follow the instructions carefully. If you have any problems you can <L>eave a message at the Function menu for assistance.

Once you have a program with the CompuServe Executive up and running, you have the advantage of using the <D> option, which provides for error checking through the transmission of data. What happens is the executive sends a predetermined number of characters and then issues a "checksum", which both computer systems must match. If they don't, the last "batch" of data is sent again, until both computers agree. This is the only way binary files can be transferred. However, any type of file, i.e. ASCII, HEX or BINary, can be sent using the <D> option, (provided the modem software has the executive).

Once you have the program up and running, you will want to practice on smaller sized files the first few times you try using one of these programs. Once you become familiar with using the Executive, you will most likely not want to go back to downloading through <R> and your storage buffer. However, don't forget the <R>ead option works easily and smoothly.

NOTE: The programs in <XA> which have the CompuServe protocol are not intended to replace the software modem package you are using. The programs provide a means for you to transfer files using the CompuServe Executive.

Please remember, that you are responsible for finding programs in <XA> which fit your system configuration, (e.g. a ZDOS .BIN program will have no use to an HDOS or CP/M user.)

This information should help you get started in downloading programs to your system.

** EOF **

<X3>

*** HOW TO UPLOAD FILES ***

** This file is about 7200 characters long. **

As mentioned in <X2>, "uploading" refers to the operation of transferring (i.e. sending) a file to a host mainframe computer. This section will explain how easy it is to UPLoad to <XA> of CompuServe.

If you have a file or program that you would like to share with the other members of the HUG SIG, your first responsibility is to make sure the program executes properly and has no known "bugs" or problems. Also, make sure the program is documented properly and completely, i.e. you should always include the following:

1) the operating system required,
2) any additional software (interpreters, assemblers, etc.),
3) any special hardware requirements, and
4) any special notes which will explain the unique features of your program.

Be sure to include enough documentation to run your program with little difficulty. You may wish to create a separate documentation file if you have a lot of instructions. Give the documentation file the same filename but a .DOC extension, e.g. MYPROG.BAS and MYPROG.DOC, respectively.

Remember, there is nothing worse than a non-documented, "buggy" program. It cost you time and money to upload the program and the users time and money to download the program. Make sure the program is worth it!

Once you have the program prepared, your next step is to determine into which section in <XA> the program belongs. The following is a list of the section names:

0 - General Interest files
1 - Help or Assistance files
2 - Telecommunication files
3 - HDOS related files
4 - CP/M-80 (tm) related files
5 - CP/M-86 (tm) related files
6 - ZDOS (tm) related files
7 - Hardware related files
8 - Hero I
9 - Vendor files

When you determine the proper section, enter "XA#" at the Function menu prompt, ("#" is the section number). This will put you into the <XA> section of your choice.

There is only one option in <XA> to upload a program or file to CompuServe, i.e. "UPL". However, there are two ways of sending the file, i.e. protocol and no-protocol (ASCII only). The command line for either type of file transfer is as follows:

XA #: UPL filnam.ext

where "filnam.ext" is the CompuServe filename and extension given to the file you are going to upload to CompuServe. ("XA #:" is the <XA> prompt.) The filename is limited to a six (6) character name.

Unlike the <R>ead and <D>ownload features (as explained in <X2>), the <UPL>oad is the only command for transferring any type of file, whether ASCII, HEX or BINary. If the protocol is present it will use it, if not you can send a file through your software SEND command. First, you must enter KEYWORDS and a description.

1) After entering the filename and extension, you will be prompted for any KEYWORDS. The KEYWORDS you enter are for the benefit of others who want to do a search by a KEYword, i.e., BRO /KEY:xxxx. (This was explained in <X1>.) Your KEYWORDS should include computer, operating system, language, and one word description of your program, e.g. Z100 ZDOS ZBASIC GAME.

   NOTE: It would be a good idea for you to get a list of the KEYWORDS already entered, so you can match your keywords to existing words. (Enter "KEY" at the <XA #:> prompt.) Also, make sure you spell the KEYWORDS correctly ... otherwise a search will not find your file.

2) The next step of <UPL>oading a file is to enter a brief description of the file. You will be limited to 500 words, so make this a general, but complete overview of your program.

The CompuServe <UPL>oad command will now be ready to accept input from your computer. You can send with or without the CompuServe Executive. The sequence of steps to <UPL>oad a file to CompuServe are as follows:

1) Protocol -- <UPL> will "look" for the CompuServe Executive from your system after entering the description. If your software program has the CompuServe protocol, you will be asked for the name of the file you want to send from your system. The protocol error-checking transfer will begin.

   The file upload will automatically exit the transfer and return to the <XA #:> prompt.

2) No-protocol -- If the protocol is not part of your software program, <UPL> will automatically recognize that fact. It will allow you to send ASCII or HEX files without error-checking by opening up a buffer and saving everything that you want to send.

<UPL> will ask you if you want a prompt for each line. Enter a "NO". (Some modem programs will have a prompt character, but for now enter "NO".) <UPL> will then open up a buffer and ask you to begin sending data. At that point, you can begin to send data. You can send data by:

a) typing at your terminal,
b) using the send option of your modem program, or
c) both of these.

In any case, you will be able to send and save ASCII characters as a file in <XA>. Enter a CTRL-Z (^Z), to let <UPL> know that you are done. You will then be returned to the <XA #:> prompt.

That is all there is to it. The hard part is creating, editing and preparing your program for <UPL>oad.

NOTE: There is a limited amount of disk space which has been allocated to the SIG. From time to time the disk space becomes full. CompuServe may allocate additional disk space to the SIG, depending on the amount of revenue generated by the use of the SIG (your time on the SIG). If CompuServe does not issue more disk space, then there is only one choice for making more room ... DELETING existing files!

Please do your own policing ... if you have a file in <XA> that is outdated, PLEASE, delete the file from <XA>. When the disk space becomes full, the SYSOP will leave a bulletin that will request that you go through your files, and delete any programs which are outdated. If you do not cooperate in this matter in order to free up space for newer programs, the SYSOP's will have to take the initiative and delete any files which in their judgment should be deleted.

A positive note: CompuServe has given us excellent support in the past by allocating additional disk space at crucial times. Even if the "no disk space available" problem does arise, with your cooperation in freeing up disk space, the <XA> facility will remain profitable for all the users of the HUG SIG.

** EOF **

<X4>

*** HOW TO USE THE MESSAGE BASE ***

** This file is about 16,000 characters long. **

A list of all possible commands or options for using the HUG SIG is found in the <I>nstruction file. (Enter "I" at the Function menu.) The following information is intended to supplement the commands in <I> which relate to the message base. (The commands for downloading and uploading are explained in <X2> and <X3>, respectively.)

This file will break you into using the message base productively. With a little practice you will find that these basic commands will get you through the message base quickly.

There are three parts of the message base with which you should become familiar, i.e.,

1) leaving messages for others,
2) reading messages addressed to you, and
3) retrieving all messages which may be useful to you.

Whether leaving messages or retrieving messages, you should learn the names and numbers of the message sections. The sections are divided so that you can leave and find messages in the sections which are of interest to you. The following is the message section list:

0 - General Interest
1 - Req. for Assistance
2 - Telecommunication
3 - HDOS
4 - CP/M-80 (tm)
5 - CP/M-86 (tm)
6 - ZDOS (tm)
7 - Hardware
8 - Hero I
9 - Vendor/For Sale

You will automatically be able to leave and retrieve messages from all of the nine sections. If you choose to retrieve messages from only one section of your choice, enter "SN#" at the function menu prompt. (The "#" refers to the section number. Don't include the quote (") marks.)

The steps for using these options are detailed next:

1) Leaving messages for others -- There are three ways of leaving a message for another member of the SIG:

a) <L>eave a message -- <L> is invoked by entering an "L" at the Function menu. You will be prompted for the following:

```
To: 'John Buck 70000,000'
Subject: 'ZDOS Question'
1:      (message text)
```

You enter the information between the single quote mark; 1) who the message is "To:", 2) a one or two word "Subject:" (which will appear in the header), and 3) the text of the message.

You can enter either the name of the addressee, and/or the User ID (or PPN, e.g. 70007,21), or both. For the message to be "flagged" as waiting to be read, you must enter the User ID, or if only the name is entered, it must match the name identically as it is saved in the membership base.

Normal practice is to include both the name and User ID.

There are two ways to save the message; <S#> and <SP#>. <S#> will <S>ave the message so everyone can read the message, while <SP#> will <S>ave the message <P>rivate so only you and the addressee can read the message. The "#" is the section number of your choice.

b) <RE>ply to a message -- When you are retrieving messages (explained later), you have the option to <RE>ply to any message that you read. To <RE>ply to a message enter "RE" at the prompt which follows every message you read.

The <RE>ply option uses the senders User ID and name as the addressee. It also retains the "Subject:" title, so all you do is enter the message text of your response. The <RE>plied messaged header will contain your Name and User ID as the sender.

(By using <RE>ply, the SIG program creates a "thread" of messages, beginning with the first message and threading through all the <RE>plied messages. This will be explained later in the <R>etrieving messages section.)

You will find the <RE>ply command very convenient to use, as you do not have to remember the User ID or name of the other person. You simply enter the text of your message. However, if your message is of a different subject matter than what the subject is titled, you can use the last of the three leave options, <UA>.

The <RE>ply commands can be saved, <S> or <SP>. No section number is required, as your message is saved in the same section from which the original message was sent.

c) <UA> - Use Address line -- <UA> is the same as <RE>ply, in that it uses the address line of the sender as the addressee of your message. However, <UA> is different in that it will prompt for a new "Subject:", as well as the message text.

You can save the message either <S> or <SP>. No section number is required. The <UA> message does not become part of a message thread.

No matter which way you leave a message (i.e. <L>, <RE>, and <UA>), CompuServe treats the message text in the same way. You will want to learn to use the "format" commands of the CompuServe "text editor". The best way to explain this is by an example. By entering the following lines, (the "#:" is the CompuServe text prompt):

```
1:    Dear John,
2:
3:    Hi there.
4:    How are you doing?
5:    Have a nice day.
6:                          Me
7:
```

Your message will be read as:

Dear John, Hi there. How are you doing? Have a nice day.
Me

You can use the SPACE character, TAB character or period (.) as formatting characters if they are the first character of a line. So, here is an example of the same text, formatted:

```
1:    Dear John,
2:     Hi there.
3:          How are you doing?
4:    .Have a nice day.
5:                          Me
```

Your message will be read as:

Dear John,
Hi there.
How are you doing?
Have a nice day.
Me

You can really get fancy by using combinations of SPACE, TAB and period characters. For example,

```
1:      John,
2:        Hi there! How are you doing? Call me at:
3:
4:                  (999) 123-4567
5:
6:        Have a nice day.
7:      .
8:      .Me
```

This text will produce:

```
John,
  Hi there! How are you doing? Call me at:

                (999) 123-4567

  Have a nice day.

  Me
```

Remember to use the SPACE, TAB or period characters as the first character of a line if you want to format your text with paragraph breaks.

If you want to see what your message will look like when it is read by the addressee, before you save it enter a "P" for <P>review at the "Leave option:" prompt. This will display your message as it will be read.

Entering an "L", will <L>ist out the lines as you entered them. An "E" will let you <E>dit a line of your message. A "D" will <D>elete a line. Each one of these options are to be entered at the "Leave option:" prompt. Your last option will be to enter an "S" for <S>ave or "SP" for <S>ave <P>rivate.

2) Reading messages addressed to you -- If you have any messages addressed to you via your User ID and/or name (spelled as in the database), you will be notified of same when you first log into the HUG SIG. You have the option of reading the messages as you come into the SIG, or of having them marked to be read. (This is one of the options you have in <OP>.)

If the messages are marked for read, enter "RM" for Retrieve Marked messages. This will display all the messages which are marked for read. Once a message has been read, it is no longer marked FOR retrieval, but is marked AS READ. (This will be explained later.)

You can read all messages addressed to you, whether or not they are marked for retrieval by entering

RS;T;7XXXX,XXX

at the function menu. This command will return all the messages which are addressed to your User ID, 7XXXX,XXX. This is why it is important to address messages using the User ID when you <L>eave a message. You could also do a selective retrieval of your name. (There will be more on the multiple command line later.)

(Note that you can choose any User ID or name for <R>etrieve <S>elective, <RS>.)

3) Retrieve all messages -- There are several different ways of retrieving messages for the SIG. You need to find the option(s) that serve your interest the best. Some of the commands will be explained next. (For a list of all <R>etrieve options, read <I>.)

   a) If you want to read all the messages which have been left since the last time you were on the SIG, you can enter <RN>, for <R>ead <N>ew messages. If you are on the SIG almost everyday and you like to keep up with everything going on, this will be the most productive option.

   b) If you like to read all messages, but want to choose the starting message number to begin at, enter <RF>, for <R>etrieve <F>orward. This will display all messages starting at a message number of your choice. If you don't access the SIG everyday, you may want to use this option.

   c) Because every message has a message number, if you know which message you would like to retrieve, you can <RI>, for <R>etrieve <I>ndividual. <RI> prompts for the message number of your choice. This option lets you retrieve one message at a time.

   d) The option I choose to use most of the time is <SD>, for <S>can and <D>isplay. I like to see what is going on all over the SIG, but I may not want to read all the messages. <SD> scans the name and subject header, and prompts whether I would like to read the message. If I choose <R>ead, then it will display the message text. If I hit RETURN, it will go on to the next message header. This is a fast way of scanning all the message headers, and if a subject looks interesting, I read it, if not I go on.

      This option is very useful if you can only get on the SIG a couple times a week. You can scan through the messages and read those you want, and bypass the rest.

There are other ways of Retrieving messages on the SIG. <RN>, <RF>, <RI>, and <SD> will help you get started. As you feel comfortable, you may want to see what other options are available to you.

(Don't forget, that these retrieve options will let you access any of the sections. You can <SN#>, <S>et section <N>umber, at the function menu, and then use these options to retrieve from just one section.)

Whichever option you choose to retrieve messages, you will have the option of reading a message "thread", if a "thread" exists. What is a message "thread"? Let's look at an example:

```
50134     First message
>  50138    <RE>ply to 50134
>    50155    <RE>ply to 50138
>      50160    <RE>ply to 50155
>  50140    <RE>ply to 50134
>    50157    <RE>ply to 50140
>    50159    <RE>ply to 50140
50165 -    New message
```

(The 50XXX numbers refer to message numbers.)

A "thread" is a string of messages, which relate to the same subject. Remember, that you have the option of <RE>pling to a message? Well, when you <RE>ply to a message, you are adding to a message thread. The SIG keeps track of all messages which have been <RE>plied to, and it will let you "thread" through the messages. So, if you find a message that is interesting, and it has been <RE>plied to, you can choose to read through the "thread". This will temporarily break away from reading the messages sequentually. Once you have finished reading the "thread", you will automatically be returned to the message where you left off.

You have two ways of reading through a "thread".

1) <RT>, for <R>ead <T>hread -- will take you back to the first message in the thread and follow through the messages in the thread.

2) <RR>, for <R>ead <R>eply -- will begin reading all the messages in the thread from the current message. It will not read the previous messages in the thread.

If you find that the thread was not what you expected, you can break out of the thread by entering an <SK ALL>, for <SK>ip <ALL> messages in the thread.

A few notes concerning the Message Base:

1) When you see in the message header;

   To: John Buck 70000,000 (X)

   the "(X)" means that John has read the message. The "(X)" only shows when the addressee reads the message. It is not affected by someone else reading the message.

2) When you see in the message header;

   To: [F1] John Buck 70000,000

   the "[F1]" means that this message was forwarded to John from section 1 by the SYSOP.

3) If you are leaving a message which has little or no use to the other members of the SIG, <S>ave the message <P>rivate, with the <SP> command.

4) If a message is addressed to you, and it has little or no use to the other users of the SIG, <D>elete the message after you have read and <RE>plied (if applicable) to the message. The message base is limited in size, and therefore by deleted old or non-useful messages, the helpful messages will stay up longer.

   <D>elete all private messages addressed to you. No one else can read it anyway.

5) Be sure to <S>ave your messages in the appropiate Section number and <D>elete any unnecessary messages. It is frustrating to read a message which is in the wrong section, or is of a personal nature.

6) Learn to use multiple commands on a single line to save time. Multiple commands are separated by the semicolon (;). For example,

   RS;S;ZDOS

   will do a <S>elective <R>etrieval, <RS>, on the <S>ubject field, and return all messages which have as part of the field the characters 'ZDOS'. This will return 'ZDOS Problems', 'Help with ZDOS', 'More zdos1.1 programs', etc. As long as the characters (upper or lower case) 'ZDOS' are in the subject field of the message header, it will be displayed.

The following command

OP;BR;P

will change your user <OP>tions to
ief command display, and save it <P>ermanent.

RI;50345

will do an <I>ndividual <R>etrieval on message 50345.

The multiple command line will reduce the number of questions of which you would otherwise be prompted for.

7) All commands referenced in these help files, (i.e. <MI>, <X0>, <X1>, <X2>, <X3>, and <X4>), can be issued from either the menu driven mode or command mode of the message area. If your <OP> is set for menu driven (that is you are shown a menu at each prompt), you will not see most of these commands from the menu. In either mode, for a complete list of commands, enter a question mark (?) at the function menu prompt.

8) Don't forget that you can enter a CTRL-P (^P) at any time, to return to the menu prompt.

This file is intended to give you some pointers on using the SIG message base. It does not explain every detail and command. You are responsible for learning the commands which best suit you.

NOTE: The <MI>, <X0>, <X1>, <X2>, <X3>, and <X4> help files took many hours to create. CompuServe from time to time updates or changes existing command options. Some of the options explained in these files, could become obsolete or not work as documented here without any notice to HUG in general, or you in particular. It is difficult and sometimes impossible to keep these files up-to-date. Please be aware of this fact. The commands as documented here, worked as indicated when these files were created. This may not always be true. You are responsible for noting changes to all SIG commands, which may vary from these help files. Enter <NEW> at the function menu for changes (per CompuServe) to the SIG.

This concludes the general explanation of the Message Base on the HUG SIG.

** EOF **

<X5>

** HOW TO SET YOUR TERMINAL PARAMETERS ON CIS **

To set your terminal parameters for optimal performance in CIS, you need to go to the CIS menu. At any page in CIS, enter:

! GO CIS-4

choose option 5, and follow through the menus. (The "!" is the CompuServe prompt character.)

You will now be able to select the option(s) for changing your terminal parameters. Some of the things you can set are handling of upper and lower case characters, delays for printer terminals, handling of tab, backspace, and escape (altmode) characters.

While in the menu, glance at some of the other CIS parameters which can be modified. These may be of interest to you or someone else at a later time.

** EOF **

<X6>

*** List of Heath BBS Systems ***
** By Walt Jung **

** This file is about 2600 characters long. **

Here is a list of all currently known BBS systems, which either run on or otherwise support Heath or Zenith computers, arranged by area code. Please note that systems not clearly designated as "24 hours" usually operate after hours only. Be considerate of their other uses, and do not call them during the week daytime hours.

Information updating or correcting this list will be appreciated, so that future lists can be more complete and detailed. System operators, please send details of your systems, in care of this system, HUG SIG, or REMark, and attempts will be made to update this list periodically. Thanks!

Phone #	Hours	Location
201-775-8705	24	Ocean, NJ
201-791-3015	24	Fairlawn, NJ
203-674-8915		Avon, CT
206-682-5215	24	Seattle, WA
212-255-7240		New York, NY
213-366-1238	24	San Fernando, CA
213-577-9947		Pasadena, CA
213-749-8442	24	Los Angeles, CA
214-742-1380	24	Dallas, TX
215-288-0262	24	Phila, PA
216-292-7553	24	Cleveland, OH
301-661-2175	24	Balto, MD
301-768-1499	24	Glen Burnie, MD
303-632-3019		Colorado Springs, CO
303-423-3224		Denver, CO
305-791-7302		Plantation, FL
305-823-2281		Hialeah, FL
312-852-1305		Downer's Grove, IL
314-291-1854		Bridgeton, MO
314-946-1968		St. Charles, MO
404-252-4342		Atlanta, GA
405-848-9329		Oklahoma City, OK
412-824-3565		Pittsburgh, PA
415-376-3632	24	Moraga, CA
415-365-4915		Redwood City, CA
415-595-0541		San Carlos, CA
416-231-4174		Toronto, Canada
419-537-1888		Toledo, OH
604-430-8233		Vancouver, Canada
612-778-1213		Cottage Grove, MN
616-982-3682		St. Joseph's, MI
617-237-1511		Wellesley, MA
617-531-9332	24	Peabody, MA
703-360-3812	24	Fairfax, VA
713-469-8893		Houston, TX
714-629-1943	24	Pomona, CA
714-774-7860	24	Anaheim, CA
716-424-2576		Rochester, NY
716-835-3090		Amherst, NY
801-566-4551	24	Midvale, UT
803-279-5392		Augusta, GA
904-725-4995	24	Jacksonville, FL
907-694-3044		Eagle River, AK
913-362-9583		Mission, KS
914-679-8734	24	Woodstock, NY

** EOF **