Synchronet User Documentation

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How to use the User's Manual
============================
Quick Key Sequence Guides

Each command title will be followed by a quick key sequence guide. The command sequences are the exact keystrokes to enter from the Main or File Transfer prompt to execute that command without pausing to look at menus. Key sequences to be entered from the Main prompt are enclosed in brackets. For example the Send E-Mail command title will be listed as:

      Send E-Mail [ES]

You would type E then S from the Main Prompt (noted by the brackets) to Send E-Mail. Key sequences to be entered from the File Transfer prompt are enclosed in parenthesis. For example the Find File command title would be listed as:

      Find File (F)

For this command you would type F from the File Transfer prompt (noted by the parenthesis). If a command may be entered from either the Main or File Transfer prompt it will be enclosed in curly brackets. For example the Join Multinode Chat command title would be listed as:

      Join/Initiate Multinode Chat {CJ}

For this command you would type C then J from either the Main or File transfer prompt.

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Nomenclature

Throughout the documentation Carriage Return (or the ENTER key) is referred to as <CR>.

There are two primary prompts on the Synchronet BBS, the Main prompt from the Main section, and the File Transfer prompt, from the File Transfer section. These can be identified by diagrams in the Message Base Functions chapter and the File Transfer Section chapter. When referred to in the documentation the Main and File Transfer prompts are italicized.

Most key strokes referred to in the documentation are highlighted in bold.

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```
Logging onto the BBS
====================
```
After dialing and connecting to the BBS:

At `NN:` prompt enter your username or user number.

At the `PW:` prompt enter your unique user password.

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```
Logging off the BBS
===================
```
To logoff the BBS enter O from either the Main prompt or the File Transfer
prompt. Enter /O for a quick logoff.

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```
Displaying Menus
================
```
Hitting ? from almost any prompt will display a menu of available commands.
From inside chat or the Synchronet editor /? will display a menu of the
available commands.

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```
Control Commands
================
```
Control commands are commands that are available from anywhere on the BBS.
Control commands are primarily used to control the scrolling of text at anytime
on the system or to abort a command in process such as a file search. Two
online user to user commands are also available to list the users currently
online or send messages at anytime while on the BBS. Control commands are
entered by holding down the Ctrl key and hitting the control letter. For
example, to enter the control command Ctrl-S hold down the Ctrl key and strike
the S key. The following control commands are available at all times while on
the BBS:

```
<sm heading>Scrolling Text/ Messages/ System Commands
        Ctrl-S  Pause scrolling text/messages
        Ctrl-Q  Continue scrolling text/messages
        Ctrl-C  Abort scrolling text/messages or a BBS command
<sm heading>Online User Information/Interaction
        Ctrl-P  Send a private one line message to another user
        Ctrl-U  List users online
<sm heading>Other Information
        Ctrl-K  List control commands
        Ctrl-T  Time online info
```

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```
Setting Up Your User Account
============================
Account Defaults Configuration [D]
----------------------------------
```
To display and or change your user account defaults hit D from the Main prompt.
Your account defaults will be displayed.

```
A) ANSI Terminal                            : Yes, Color
E) External Editor                          : None
L) Screen Length                            : Auto Detect (24)
```

```
K) Command Keys                              : Synchronet
X) Expert Menu Mode                          : On
P) Screen Pause                              : Off
S) Spinning Cursor                           : Off
C) Clear Screen Between Messages             : Off
N) Prompt for New Message / File Scan        : Off
F) Auto New File Scan*                       : Off
R) Remember Current Sub-board                : Off
B) Batch Download File Flagging              : Off
W) Change Password (if allowed)
Q) Quit (and accept settings)
```

The A) option toggles ANSI terminal support. The ANSI definition of terminal
escape sequences used for text attributes and animation is supported by most
communications programs and dumb terminals. If your terminal supports ANSI,
this option should be set to "Yes". You can also tell the system if you have a
color or monochrome display with this option.

The E) option selects an external editor as your default message editor.
External editors may have more functionality or a command structure that you
may prefer over the internal editor. You may only select external editors from
a list that the sysop has configured for the system.

The L) option sets how many lines (or rows) your display has. If your terminal
or communications program has a status line, you will want this set to the
number of lines your terminal can display excluding the status line. If this
option is set to "Auto Detect", the number of screen lines your terminal
supports will be automatically detected upon each logon.

The K) option selects an optional command key set. You may select an alternate
command key set resembling another BBS type or any command set the sysop has
predefined. You may also define your own command set. If you select an
alternate command set you will also receive matching menus. However, if you
define your own set you will not receive matching menus.

The X) option toggles Expert menu mode on and off. When Expert menu mode is
turned off menus automatically appear at each new command prompt. When Expert
menu mode is turned on menus only appear as requested with the '?' command.
Expert menu mode off is generally referred to as Novice mode.

The P) option toggles screen pausing. When this option is on, every screen full
of text displayed to you will pause with a "Hit a key" prompt. When this option
is off, the user must use the Ctrl-S and Ctrl-Q commands to pause and unpause
scrolling text.

The S) option toggles the spinning cursor on and off

The C) option toggles screen clearing before each message (posts or E-mail) is
displayed.

The N) option toggles whether or not the BBS will automatically prompt you for
a new message and file scan upon logging on.

The F) option toggles automatic new file scanning after a New Message Scan All
(NA or /N) from the Main Section.

The R) option is used to toggle whether or not the BBS remembers your current
subboard each time you logoff.

The B) option is used to toggle the Batch Download File Flagging prompt that is
displayed after each screen full of files are listed to you. This function is
handy for quickly adding files to the batch download queue without having to
type the name of each file. Batch Download File Flagging can be temporarily
toggled with the &B command from the Transfer Section.

The W) option is not available on all systems. If the sysop has configured the system so that users can edit their passwords, this option will appear on the menu and allow you to change your current password.

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Electronic Mail Functions
=========================

Electronic Mail Menu [E]

Selecting E from the Main prompt brings you to the E-mail Prompt. From here you can read, send, and kill E-mail (mail to and from users on your BBS) and NetMail (mail to and from users on other BBSs). Your E-mail options are:

        S   Send E-mail
        N   Send NetMail
        R   Read E-Mail\NetMail
        K   Read\Kill mail you have sent
        F   Send feedback to the sysop
        Q   Quit to the Mail Menu

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Send E-mail [ES]

Select Send E-Mail to send a mail message to another user's mailbox. You will be prompted for the user's name or user number. If you don't know the correct spelling for the target user and don't know the user number, you can enter in just part of the user's name and the system will help you find the user's full name. Enter the message title then your message. All Synchronet editor commands are available to you (see Synchronet Message Editor) in the message unless you have selected another (external) editor as your default editor. /S will save and send your message when you are finished.

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Send NetMail [EN]

Select Send NetMail to send a personal message to user on another BBS across a Fidonet style network. This feature works exactly like the Send E-Mail command except that you will be prompted for the user's name and Fidonet address. The syntax is as follows:

        Username @Fidonet Address
        Ex: John Doe @1:138:110

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Read Mail [ER]

After selecting Read Mail you will receive a list of the mail messages in your mailbox. An * will be displayed next to any unread mail messages. If you have only one message in your mailbox, that message will be displayed rather than the list. Either event will be followed by the Read Mail prompt. At the Read Mail prompt you have the following commands available:

        #   read a mail message (where # is the number of the message).
        <CR>   read the next mail message.
        -       read the previous mail message.
        L   list all mail message titles and authors.

```
        R       re-read the current mail message.
        D       delete the current mail message.
        A       automatically reply in mail to the author of the current mail
message.
                This will prompt for mail message removal.
        F       forward the current mail message to another user. This will
automatically
                remove the mail message from your mailbox.
        Q       quit the Read Mail prompt and return to the Main prompt.
        ?       display the Read Mail menu
```

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Read Sent Mail [EK]

After selecting Read Sent Mail you will receive a list of active mail messages
you have sent and to whom you have sent them. An * next to a title denotes an
unread mail message. If you have only one active mail message that message will
be displayed rather than the list. Either event will be followed by the Read
Sent Mail prompt. At the Read Sent Mail prompt the following commands are
available:

```
        #       read a sent mail message (where # is the number of the message).
        <CR>    read the next sent mail message.
        -       read the previous sent mail message.
        L       list all sent mail message titles and recipients.
        R       re-read the current sent mail message.
        D       delete the current sent mail message.
        Q       quit the Read Sent Mail prompt and return to the Main prompt.
```

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Send Sysop Feedback [EF]

Send Sysop Feedback sends a private message to the Sysop. Again, all
Synchronet editor commands are available to you (see Synchronet Message Editor)
in the message unless you have selected another (external) editor as your
default editor. /S will save and send your feedback when you are finished.

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Message Base Functions
======================

The Synchronet message base is a two level system. It is organized in groups
and subboards. A group is a generalized collection of related subboards.
Subboards contain specific interest messages.
Groups tend to be categories such as Public, Computers, 18 and Over, etc.
Subboard categories are more specific such as: Public/Politics, Public/Game
Hints, Computers/Macintosh, Computers/DOS, Fidonet/For Sale, Fidonet/Trekkies,
etc.
At the Main prompt you can always see your current group and subboard. The Main
prompt and the File Transfer prompt can be easily differentiated by the bracket
style. The Main prompt uses square brackets [ ] and the File Transfer prompt
uses parenthesis ( ). The first name and number is your current group. The
second name and number is your current subboard. The clock displays your time
left online unless you have a time exemption in which case it will display your
time spent online. ? will display the Main Menu.

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Group and Subboard Selection
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
There are two ways to select groups and subboards. You can jump to the group
and subboard #'s directly or you can jump through the groups and subboards
sequentially until you reach the desired selection. If you wish to jump to the
group and subboard #'s directly you may want to view a list of groups or
subboards first. From the Main prompt enter:

        *   to list all available subboards in your current group
        /*   to list all available groups

        #   to jump to a new subboard (where # is the subboard number)
        /#   to jump to a new group (where # is the group number)

        }   to jump forward to the next subboard
        {   to jump backward to the previous subboard
        ]   to jump forward to the next group
        [to jump backward to the previous group.

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Reading Messages
~~~~~~~~~~~~~~~~~
To read messages in a subboard you can either go to the Read Messages prompt or
you can scan for new messages. There are three different new scan commands
available. All new scan commands can scan either your current subboard, all
subboards in your current group, or all subboards in all groups. Remember that
the control commands are available at all times while on the BBS to control
text scrolling. Ctrl-S to pause, Ctrl-Q to continue, and Ctrl-C to abort.

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Read Messages [R]

Read Messages, activated by hitting R at the Main prompt, is used to read
messages sequentially forward or backward in your current subboard (displayed
at the prompt). While reading messages you can also reply to and post messages.
The following are the Read Message commands:

        <CR>   Display next message
        -        Display previous message
        L   Lists message titles and authors.
        T   Lists message titles and authors of next ten messages
                 (advances current message forward ten messages)
        R   Re-read current message
        F   Searches for specified text in all messages.
        B   Bypasses remaining messages in current subboard and moves to next
                 subboard in new scan list if applicable.
        I   Displays information about current subboard
        Y   Lists posts addressed to you
        C   Displays remaining messages in current subboard continuously
                 without pausing for a Message Scanning prompt.
        A   Reply publicly regarding current message.
        M   Reply privately in mail regarding current message.
        Z   Reply privately in message area regarding last message.
        D   Deletes only the last message in current subboard if you are the
                 message's author.
        P   Post a message in current subboard (see Synchronet Editor commands)
        W   Post a private message in current subboard.

```
        Q        Quits to Main prompt.
```

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```
New Message Scan [N]
--------------------
```

After selecting New Message Scan you will be prompted to scan for new messages
in your current subboard, all subboards in your current group, or all subboards
in all groups. Browse and Continuous New Scan will also prompt for these
selections.

After each displayed message you are provided a Read Message prompt and may
execute any Read Message commands (See Read Messages). When <CR> is hit after
the last message is displayed or the subboard is bypassed (B) the new scan will
continue with the next subboard in the new scan list. "Group" and "All" new
scans will skip over subboards that do not contain any new messages.

```
        Quick Keys:
                New Message Scan Subboard [NS]
                New Message Scan Group [NG]
                New Message Scan All [NA]
```

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```
Browse [B]
----------
```

Browse works exactly like New Scan except on subboards that do not contain any
new messages. Unlike New Scan Group, which will skip over a subboard that
contains no new messages, Browse will display the last message read in a
subboard that contains no new messages and provide you with a Read Message
prompt (see Read Messages) allowing you to still read and post messages in that
subboard. When <CR> is hit after the last message is displayed or the subboard
is bypassed, by hitting B, the browse will continue with the next subboard in
the new scan list.

```
        Quick Keys:
                Browse Subboard [BS]
                Browse Group [BG]
                Browse All [BA]
```

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```
Continuous New Scan [Z]
-----------------------
```

Continuous New Scan displays all new messages continuously without providing a
Message Scanning prompt.

```
        Quick Keys:
                Continuous New Scan Subboard [ZS]
                Continuous New Scan Group [ZG]
                Continuous New Scan All [ZA]
```

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```
Posting Messages
~~~~~~~~~~~~~~~~~
```

```
Posting a message [P]
---------------------
```

To post (write) a message in your current subboard hit P from the Main or the
Message Scanning prompt. You will also be prompted to post when you pass the
last message in your current subboard when reading, new scanning, or browsing.

After selecting Post Message you will be prompted whether to make the post private or public. When posting a message all Synchronet Editor commands are available to you (see Synchronet Message Editor) unless you have selected an external editor as your default editor. In which case you should consult the documentation for the external editor you have selected.

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Private message vs E-mail

Private Messages cannot be delivered directly into another user's mailbox as can E-mail or NetMail so when ever possible use E-mail and NetMail to send confidential messages to other users. However, QWK style BBS networks do not support NetMail. If you wish to send a confidential message to a user on another BBS through a QWK style network you should use a private message on a subboard. You can tell what types of networks are being utilized on a subboard by hitting I from the read message prompt or [IS] from the main prompt. NetMail is the most convenient and direct way to send confidential messages to users on other BBSs if the BBSs are connected to a Fidonet style network. (see also E-mail and NetMail)

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Auto Message [A]

The auto message is displayed to every user when the user logs on. You may change the Auto Message from the Main prompt by hitting A. Remember that as soon as another user changes the Auto Message your message will be deleted.

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Synchronet Message Editor
~~~~~~~~~~~~~~~~~~~~~~~~~~~
When using the Synchronet Message Editor to post, send mail, or send feedback you have a wealth of powerful message editing functions available. There are two types of editor commands available: Slash (/) commands and Control (Ctrl) commands.

Slash commands are preceded by the forward slash key (/) and must be entered from the beginning of any new line. Control (Ctrl) commands may be entered from any cursor position on any line.

There are two help menus available when in the editor. /? displays all standard message editing commands and /ATTR displays all available text attributes which can set by the Ctrl-A command. Text attributes set with the Ctrl-A command do not become visible until the line is word wrapped or a carriage return <CR> is entered.

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Slash Commands (/)

```
        /?      Message editor help menu
        /S      Save message
        /ABT    Abort message
        /CLR    Clear message
        /L      List message
        /Lx     List message from line number x
        /E      Edit last line
        /Ex     Edit line number x
```

```
        /D        Delete last line
        /Dx       Delete line number x
        /I        Insert line before last
        /Ix       Insert line before line number x
        /T        Edit message title
        /ATTR     Text attribute code list
```

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```
Control (Ctrl) Commands
-----------------------
        Ctrl-C          Cancel current line
        Ctrl-V          Center current line
        Ctrl-R          Redraw current line
        Ctrl-X          Delete current line
        Ctrl-Y  *       Delete to end of line
        Ctrl-W          Delete word to left
        Ctrl-D  *       Delete word to right
        Ctrl-B  *       Move cursor to beginning of line
        Ctrl-E  *       Move cursor to end of line
        Ctrl-N  *       Move cursor to next word
        Ctrl-\  *       Move cursor to previous word
        Ctrl-F  *       Move cursor position forward one space
        Ctrl-Bkspc      *       Move cursor position back one space
        Ctrl-Minus      *       Toggle insert/overwrite mode
        Ctrl-Ax *       Toggle new text attribute where x is attribute
```

* Requires ANSI

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```
Text Attributes (Ctrl-Ax where x is attribute)
----------------------------------------------

        K        Black foreground (zero) 0        Black background
        R        Red foreground          1        Red background
        G        Green foreground        2        Green background
        Y        Yellow foreground       3        Yellow background
        B        Blue foreground         4        Blue background
        M        Magenta foreground      5        Magenta background
        C        Cyan foreground         6        Cyan background
        W        White foreground        7        White background


        H        High intensity
        I        Blinking
        N        Normal (reset attributes)
        P        Insert pause into message
        L        Insert form feed into message
```

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```
QWK Mail Packet Menu [Q]
~~~~~~~~~~~~~~~~~~~~~~~~~~
```
Hitting Q from the Main prompt accesses the QWK Mail Packet Menu. QWK mail
packets are used in conjunction with an offline mail reader. When you download
a QWK mail packet all of your new messages in all of the subboards flagged in
your newscan list and a list of new uploaded files will be compiled into a QWK

file readable by most QWK supported offline mail readers. After logging off the
BBS you can read the messages, E-mail, and new files list with your offline
reader. You can reply to and post messages from your offline reader and upload
the reply packet (.REP) to the BBS and your messages will be posted for you.
(see QWK Offline Reader Diagram) There are many offline readers available as
shareware and commercial products. The QWK Mail Packet Menu offers the
following commands:

```
        D       Download QWK message packet
        U       Upload REP reply packet
        B       Bidirectional simultaneous QWK & REP transfer
        Q       Quit to Main prompt
```

When D or B is selected to download a QWK packet you will be prompted to select
a what type of Ctrl-A filtering you wish to employ. Synchronet uses Ctrl-A
codes in messages to signify color and other text attributes.

```
        E       Expand the Ctrl-A codes to ANSI, which is recommended if you wish
                to display ANSI color and have an ANSI compatible offline reader.
        L       Leave the Ctrl-A codes in. In which case you would need an offline
                reader capable of converting Ctrl-A codes to ANSI.
       <CR>     Strip out the Ctrl-A codes, removing the color and other text
                attributes from the messages.
```

If you are not sure which method to use the safest bet is to just hit <CR> to
strip out the Ctrl-A codes.

Your QWK packet will not contain any messages you have already read since you
logged on. If you wish to reset your new message scan pointers back to their
state when you logged on use the Reinitialize New Message Scan Pointers [&I]
command before downloading your QWK packet. After downloading a QWK packet your
New Message Scan Pointers will always be set to the last messages stored in the
packet. If you wish to new scan messages while still online after downloading a
QWK packet you may wish to use the [&I] or [&P] command before attempting a new
message scan. (see Reinitialize New Message Scan Pointers and New Message Scan
Date/Time Pointers in next section)

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Configuration Commands
~~~~~~~~~~~~~~~~~~~~~~~
Configuration Menu [&]

Hitting & from the Main prompt access the Configuration prompt. Your choices
from the Configuration prompt are:

```
        C       Convert Credits to Minutes
        R       Unfiltered Input Switch
        N       New Message Scan Configuration
        P       New Message Scan Pointers
        I       Reinitialize Message Pointers
        Q       Quit to Main Menu
```

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Convert Credits to Minutes [&C]

To convert online credits to online minutes hit C from the Configuration
prompt. You cannot convert minutes back to credits.

Unfiltered Input Switch [&R]

The Unfiltered Input Switch, R from the Configuration prompt, is used to allow
text files created offline with control codes, ANSI graphics and colors, and
page formatting to be uploaded into a message or a mail message. To toggle
unfiltered input ON hit R from the Configuration prompt. The next message you
post or mail message you send will allow you to ASCII upload a text file from
your computer by executing your terminal program's upload command (often PGUP)
and selecting ASCII upload. Save your message by hitting Ctrl-Z. After you save
the message the Unfiltered Input Switch will be toggled OFF.

New Message Scan List Configuration [&N]

New Message Scan List Configuration, N from the Configuration prompt, allows
you to set which subboards you wish to be scanned in a new scan, browse, or
express new scan. When you select New Scan Configuration you will be prompted
with a list of groups. Select the group number you wish to view. A list of
subboards in the selected group will be displayed. An asterisk * next to a
subboard designates the subboard is toggled ON for new scans. To toggle a
subboard OFF select the subboard number. To toggle a subboard back ON, select
the subboard number again. Hit Q to quit back to the group selection. Select
another group or Q to quit back to the Main prompt. Your selections in the New
Message Scan List Configuration are saved and remain in effect until the next
time you change the settings.

New Message Scan Date/Time Pointers [&P]

The New Message Scan Date/Time Pointers, P from the Configuration prompt,
allows you to set back the date and time a new scan will begin to look for new
messages in a specified subboard. After hitting P from the Configuration prompt
select the group number you wish to change or A to change all groups. If an
individual group was selected a list of subboards in the selected group will be
displayed. Select the subboard you wish to change or hit A to select all
subboards in that group. Enter in the new date and time. When finished hit Q to
quit back to the group selection. Select another group or Q to quit back to the
Main prompt.

The pointer is automatically set to the date and time of the most recently
posted message you have read in a subboard each time you read messages.

Reinitialize New Scan Date/Time Pointers [&I]

I from the Configuration prompt resets all your New Message Scan Date/Time
Pointers back to the their original values for your current logon. This command
is helpful if you have already executed a New Message Scan and then wish to
download a QWK message packet containing new messages you have already read
online or at any time you wish to reset your new message pointers back to their
original state for your current logon.

```
Online User Interaction
=======================
```

Users Online <Ctrl-U>

To list users currently online enter Ctrl-U at any time from any section of the
BBS. Users Online lists the user names, which nodes they are logged on to,
their connect rate, and what each user's current action is on the BBS.

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List Node Activity {/L}

List Node Activity, /L from the Main prompt, the File Transfer prompt, or from
inside a chat session, lists the current activity of each node on the system.
List Node Activity lists all the information of Users Online (Ctrl-U) but also
lists inactive nodes and their current state.

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Send Private Message to Node <Ctrl-P>

Ctrl-P from anywhere in the BBS will allow you to send a private one line
message to another user on another node or all users on the system. After
entering Ctrl-P you will see a list of users currently online and their node
numbers, enter the node number or A for all users. Then enter your one line
message followed by <CR>. Your message will be sent to the user on the node
specified or all users on the system.

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```
Chatting Features
~~~~~~~~~~~~~~~~~
```

Chat Menu {C}

The Chat Menu, C from the Main or File Transfer prompt, allows you to join or
initiate multiuser chat, page the sysop to chat, talk with the system's all
knowing Guru, toggle your paging switch ON and OFF, and toggle the activity
alert switch ON and OFF. Commands available from the Chat prompt are:

```
        D       Disable and enable paging
        A       Disable and enable activity alerts
        J       Join or initiate a Multinode chat session
        P       Private node to node chat initiate/join
        T       Talk with the system Guru
        C       Page the sysop to chat
        Q       Quit to Main prompt

        Ctrl-U  List users online
        Ctrl-P  Send private message to another user
```
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Paging disable/enable {CD}

Paging disable/enable lets you allow other users to or disallow other users
from paging you to chat. The default is Paging enabled. To disable Paging hit D
from the Chat prompt. The system will show you your new node status. A (P)
after your node status designates Paging is disabled. If there is no (P) after
your node status then Paging is enabled (default). If you need to check your's

or another user's Paging status use Ctrl-U to list users online and their
current status.

Activity Alerts disable/enable {CA}

Activity alerts are messages displayed to you regarding other users activities
such as logons and logoffs. The default is for Activity Alerts enabled. If you
wish to disable Activity Alerts so they are not displayed to your console hit A
from the Chat prompt. To reenable Activity Alerts hit A again from the Chat
prompt. The system will show you your new node status. An (A) after your node
status designates Activity Alerts are disabled. If there is no (A) after your
node status then Activity Alerts are enabled (default). If you need to check
your's or another user's Activity Alerts status use Ctrl-U.

Page Sysop to Chat {CC}

To page the sysop to chat hit C from the Chat prompt. This will alert the sysop
that you wish to chat with him/her if the sysop is available.

Talk with the Guru {CT}

The system Guru is a programmable artificial intelligence engine capable of
simulating and understanding human conversation. The guru may be programmed to
assist users in BBS usage or purely for entertainment. To enter a conversation
with the Guru hit T from the Chat prompt.

Join/Initiate Multinode Chat {CJ}

Multinode chatting is joined by hitting J from the Chat prompt. You are
immediately placed in channel 1 of a 99 channel chat system. From this point
any text you type will be sent out on the channel when you press <CR>. Entering
a forward slash (/) will enter you into the Chat Command mode (see Chat Command
prompt). Remember CTRL-U (list users online) and CTRL-P (send private message
to another node) are available from anywhere on the BBS.

Private Node to Node Chat {CP}

To initiate or join someone in a two way private node to node chat hit P from
the Chat prompt. If you are initiating a private chat you will be prompted for
the username you wish to chat with. It will page that user to join you. If you
have been paged to join someone in a private chat hit P from the Chat Menu and
you will be placed in private chat with the user who paged you. Once in a
private chat session hit / to acces the Chat Command mode (see Chat Command
prompt). All Chat commands are available from within Private Node to Node Chat
except /P and /#. An additional command, /E, is available to toggle local echo
off and on so you can invoke split screen chat with your terminal program. For
example, with Telix, split screen chat is ALT-Y.

```
Chat Command Prompt (/ from within chat)
----------------------------------------


        ?        Display Chat Command Menu
        P        Page another user to chat
        #        Change channel (where # is the number of the channel)
        L        List node activity
        E        Toggle local echo off/on (private node to node chat only)
        Q        Quit chat session


        Ctrl-U   List users online
        Ctrl-P   Send private message to another user online
```

```
Page User to Chat (multinode chat only)
---------------------------------------
```
Enter P from the chat command prompt to page another user online to chat. The
targeted user will receive a brief message requesting they join you in
multinode chat.

```
Change Channel (multinode chat only)
------------------------------------
```
You can see what channel you and others are in by listing users, Ctrl-U. If you
wish to change to a different channel enter the channel number at the chat
command prompt. If there are no other users in the channel you will be prompted
to password protect the channel. By password protecting a channel you can
create a "private" chat session. Anyone entering a password protected channel
will be prompted to enter the password upon joining the channel. If you
password protect a channel be sure to send the password to the users you wish
to join the channel. Only the first user in the channel has the option of
password protecting the channel. The password protection is lifted after the
user who protected the channel leaves. The number of channels available to you
is determined by the sysop.

```
Text File Section
=================
```
The BBS may contain text files available for you to read online. These files
may be anything from BBS rules to special interest information to ANSI art. To
enter the Text File Section hit G from the Main prompt. The system will display
a list of text file areas. These are groups of related text files. Select an
area and a list of files contained in that text file area will be displayed or
hit Q to quit back to the Main prompt. Each file will be numbered. Enter a
number at the prompt to view a file or Q to quit back to the text file area
list. Remember that the Ctrl commands are available at all times while on the
BBS. Ctrl-S to pause, Ctrl-Q to continue, and Ctrl-C to abort.

```
External Services
=================
```
External services (commonly referred to as Doors) are programs the sysop has

added to the system and made available to the users. Programs may be games, database applications, online shopping, date/match making, and virtually thousands of other possible services. Hitting X from the Main prompt will enter you into the External Services menu where you may select from the listed services available. Each service should contain its own online instructions and help. If a service requires a charge for access the rate will be listed next to the title.

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```
User Lists
=========
User Lists [U]
--------------
```
To display a list of user accounts on the BBS, users who have access to your current subboard, or a logon list for the day hit U from the Main prompt. You will be prompted for which list you would like to view.

```
        Quick Keys:
                User Account List [UU]
                User Account List of Subboard [US]
                Logon List for the Day [UL]
```

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```
Information/Statistics
======================
Information Command Menu [I]
----------------------------
```
Hitting I from the Main Menu will access the Information Command prompt. Information on the BBS, your user account, and the current subboard can be accessed through the Information Commands.

```
        I       System information
        V       Version information on Synchronet
        S       Information on your current subboard
        Y       Your user account information and statistics
```

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```
System Information [II]
-----------------------
```
To view information regarding the BBS hit I Information Commands prompt.

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```
Version Information [IV]
-----------------------
```
To view information regarding the version of Synchronet your node is running hit V from the Information Commands prompt.

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```
Subboard Information [IS]
-------------------------
```
To view information regarding your current subboard hit S from the Information Commands prompt.

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```
Your Account Statistics [IY]
----------------------------
```
To view your account statistics hit Y from the Information Commands prompt.
Statistics include credits, minutes, uploads, downloads, E-mail, posts, logons,
time online, and account expiration date.

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```
File Transfer Section
=====================
```
The Synchronet File Transfer section is entered from the Main prompt by hitting
T. To return to the Main prompt from the File Transfer prompt hit Q. The File
Transfer section is organized in the same manner as the Message area; a
bi-level hierarchal system with groups and sub groups. In the case of the File
Transfer section there are libraries and directories. Libraries are groups of
related directories.
Libraries might be organized such as Shareware, Graphics, etc. The Shareware
library, for example, may contain directories such as Windows, Business,
Utilities, etc.
The File Transfer prompt identifies your current library and directory. The
first name and number is your current Library. The second name and number is
your current directory. ? will display the Main Menu.

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```
Library and Directory Selection
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
```
There are two ways to select libraries and directories. You can jump to the
library and directory #'s directly or you can jump through the libraries and
directories sequentially until you reach the desired selection. If you wish to
jump to the library and directory #'s directly you may want to view a list of
libraries and directories first. From the File Transfer prompt enter:

```
        *        to list all available directories in your current library
        /*       to list all available libraries

        #        to jump to a new directory (where # is the directory number)
        /#       to jump to a new library (where # is the library number)

        }        to jump forward to the next directory
        {        to jump backward to the previous directory

        ]        to jump forward to the next library
        [        to jump backward to the previous library
```

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```
Wildcards
~~~~~~~~~
```
Many commands in the File Transfer section accept wildcards. Wildcards allow
you to search for or list a specific file or files based on part of a filename.
Wildcard syntax is entered by typing part of the filename in conjunction with
wildcard characters. * will wild the remainder of a filename and/or the
remainder of an extension and ? will wild specific character positions. No
extension after the filename will wild the entire extension. <CR> for the
entire filename will wild the entire filename and select/list all files. When
wildcards are accepted the prompt will appear as follows Filespec [*.*]. Some
examples of wildcard uses are:

Filespec [*.*]: FONT?.ZIP   =   FONT1.ZIP or FONT2.ZIP not FONTMAN.ZIP

```
Filespec [*.*]: FONT*.ZIP       =       FONTMAN.ZIP or FONT1.ZIP       not
LANMAN.ZIP
Filespec [*.*]: FONTMAN.Z*       =       FONTMAN.ZIP or FONTMAN.ZOO     not
FONTMAN.GIF
Filespec [*.*]: <CR>             =       all files
Filespec [*.*]: FONTMAN          =       FONTMAN.ZIP or FONTMAN.GIF
<heading>
```

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Listing Files
~~~~~~~~~~~~~
Listing Files (L)

L from the File Transfer prompt lists files in your current directory.
Wildcards may be used.

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Extended File Information Listing (E)

Hitting E from the File Transfer prompt allows you to list a file or files with
extended information. This displays the filename, uploader name, time to
download, credit cost, times downloaded, date/time uploaded, file date/time,
and last date/time downloaded. If an extended description is included it will
also be displayed. Wildcards may be used.

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New File Scan (N)

N from the File Transfer prompt lists all new files uploaded since your last
logon. The last logon date can be changed with the Change New File Scan
Date/Time command (&P). After selecting New File Scan you will be prompted to
scan your current directory, all directories in your current library, or all
directories in all libraries.

        Quick Keys:
                New File Scan Current Directory (ND)
                New File Scan Current Library (NL)
                New File Scan All Libraries (NA)

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Search for Filename (S)

S from the File Transfer prompt allows you to search for a filename in your
current directory, all directories in your current library, or all directories
in all libraries. Wildcards may be used.

        Quick Keys:
                Search for Filename Current Directory (SD)
                Search for Filename Current Library (SL)
                Search for Filename All Libraries (SA)

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Find Text in Description (F)

F from the File Transfer prompt allows you to list files by searching for a
string of text in the file descriptions. Partial words may be used. Wildcards,
however, may not be used. You will be prompted to search your current
directory, all directories in your current library, or all directories in all
libraries. You also will be prompted to expand the search to include extended
file descriptions if desired.
Quick Keys:

     Find Text in Description Current Directory (FD)

     Find Text in Description Current Library (FL)

     Find Text in Description All Libraries (FA)

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File Transfer Area Information
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
File Transfer Information Menu (I)

To access the File Transfer Information prompt hit I from the File Transfer
prompt. The following choices are available from the prompt:

         T   File transfer policies
         D   Current directory information
         U   User account list with access to current directory
         Y   Your file transfer statistics
         Q   Quit back to Main menu

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BBS File Transfer Policy (IT)

T from the File Transfer Information prompt displays the BBS's file transfer
policies, rates, upload credit system etc.

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Current Directory Information (ID)

D from the File Transfer Information prompt displays information on your
current directory.

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Users With Access to Directory (IU)

U from the File Transfer Information prompt lists all users with access to your
current directory. The list can be sorted alphabetically or numerically by user
number.

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Your File Transfer Account Statistics (IY)

Y from the File Transfer prompt displays your File Transfer account statistics

including credits, downloads, and uploads.

File Transfer Area Configuration
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

File Transfer Area Configuration Menu (&)

Hit & from the File Transfer prompt to access the File Transfer Area
Configuration prompt. From this prompt you have the following choices:

        B   Batch Download File Flagging toggle ON/OFF
        P   New File Scan pointers
        Q   Quit to Main Menu

Batch Download Quick File Flagging (&B)

B from the File Transfer Information prompt toggles Batch Download Quick File
Flagging ON and OFF. This feature allows you to add files to your batch
download queue quickly and easily by simply with file list commands L, S, F,
and N. With Batch File Flagging turned on file listings will list one page of
files at a time displaying a letter next to each file and a prompt at the end
of the list. Enter the letters of any files you wish to add to your batch
download queue then hit <CR> to continue the listings. Batch Download Quick
File Flagging can be set ON as your default in User Defaults (see User
Defaults). Remember CTRL-C (abort listing) is available from anywhere on the
BBS.

Change New File Scan Date/Time (&P)

The new file scan date and time is set each time you logoff. If you wish to new
scan files from a different date than the last date you logged on, hit P from
the File Transfer Information prompt. After entering the new date and time new
file scans (ND, NL, and NA) will scan from the new date and time you have set.
The new file scan date and time will be reset when you logoff.

Downloading Files
~~~~~~~~~~~~~~~~~

Download File or Files (D)

To download a file (or files) or add files to the Batch Download queue hit D
from the File Transfer prompt. You will be prompted to enter the filename. You
may use wildcards.

Filespec [*.*]: filename.ext or wildcards

All file matches in you current directory will be listed one by one with
download options after each file (see Download Options). If no matches are
found in your current directory the search will automatically expand to all
directories in all libraries. If a wildcard was entered the next file in the
search will be displayed with download options (see Download Options) after
each file is downloaded, entered into the batch/bidirectional queue or skipped.

```
Download User to User File (/D)
-------------------------------
```

To download personal user to user file transfer sent to you by another user hit
/D from the File Transfer prompt. All user to user files sent to you will be
listed one by one with download options (see Download Options) after each file.
User to user file transfers may not be allowed on all systems.

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```
Download Options
----------------
```

Download options vary depending on which and how many protocols the sysop has
installed on the BBS. The most common protocols are Xmodem, Ymodem, Zmodem, and
Ymodem-G. The download options are:

```
        protocol        Download file with selected protocol (usually X, Y, Z, or G).
        B               Add file to Batch/Bidirectional Download queue (see Batch
                        File Transfers).
        Q       Quit to File Transfer prompt and abort search.
        <CR>    Display next file and download options. Will quit to File
                Transfer prompt on last file.
```

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```
Uploading Files
~~~~~~~~~~~~~~~~
```

```
Upload File or Files (U)
------------------------
```

To upload a file to the current directory or add a file or files to the Batch
Upload Queue (see Batch File Transfers) hit U from the File Transfer prompt.
You will be prompted for the filename. Now see Upload Procedures.

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```
Upload User to User File (/U)
-----------------------------
```

To upload a file to another user or users hit /U from the File Transfer prompt.
You will be prompted to enter the filename. After confirming the filename you
will be prompted to select the destination user or users. Enter the user's
name, user number, or partial name. After the user has been selected you may
select additional users or <CR> when finished. User to user file transfers may
not be allowed on all systems. Now see Upload Procedures.

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```
Upload File to Sysop (Z)
------------------------
```

To upload a file to the sysop's file directory hit Z from the File Transfer
prompt. You will be prompted for the filename. User to sysop file uploads may
not be available on all systems. Now see Upload Procedures.

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```
Upload Procedures:
------------------
```

You now may be asked if the file is part of a multiple file set. If the file is
not a part of a set (1 of 3 for example) then hit <CR> or N. You may now be

asked to rate the file based on its contents. Next you will be prompted to
enter the one line file description as you wish it to appear in the file
listing. Then you may be asked to enter an extended description. If you do not
wish to enter an extended description hit <CR> or N. When entering an extended
description all Synchronet editor commands are available to you (see Synchronet
Message Editor) in the description unless you have selected another (external)
editor as your default editor. /S will save your description when you are
finished.

After the extended description you will be prompted with upload options. The
upload options are:

          protocol   Upload file with selected protocol (usually X, Y, Z, or G).
          B   Add file to Batch Upload queue (except user to user).
          Q   Quit to File Transfer prompt and abort search.

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Remove / Edit File (R)

To remove any file or edit the description or extended description of any file
you have uploaded on to the BBS hit R from the File Transfer prompt.

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Batch File Transfers
~~~~~~~~~~~~~~~~~~~~~
You can make uploading and or downloading multiple files much easier by using
batch file transfers. In batch file transfers you have two queues (like holding
tanks) in which to store files to be transferred. The upload queue holds files
to be uploaded and the download queue holds files to be downloaded. To place
files into the queues use the standard upload and download commands from the
File Transfer prompt but select B for batch instead of a protocol when prompted
with upload or download options. The upload and download commands that accept
batch transfers are D, U, /D, and Z. The maximum number of files you may store
in your batch queues is determined by the sysop.

An additional option available with batch file transfers is bidirectional file
transfers. Bidirectional file transfers allow you to upload and download files
simultaneously in the same amount of time it takes to upload or download in one
direction. Using bidirectional file transfers you can optimize your time online
by virtually doubling your file transfer speed if you are uploading and
downloading. To use bidirectional file transfers your communications software
must either support bidirectional protocols directly or allow you to add them
as external protocols. Currently the two most popular bidirectional protocols
are Bimodem and HS/Link. All modems should support bidirectional file transfers
without any problem except for US Robotics HST modems in high speed modes.
These modems are designed to send high-speed in one direction and 450bps in the
other simultaneously. You will not benefit from bidirectional file transfers
with this modem at high-speed. If you have a US Robotics Dual Standard modem
make sure you are calling in the v.32 or v.32bis mode to utilize bidirectional
file transfers.

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Batch/Bidirectional Commands (B)

To use Batch/Bidirectional commands hit B from the File Transfer prompt. If you
have no files in either your upload or download queues you will not be able to

use Batch/Bidirectional commands until you add at least one file to one of your
queues. Only protocols supporting batch uploads and downloads will be available
from these commands. Xmodem for example will not be an option. The
Batch/Bidirectional commands are:

```
        B         Start a bidirectional file transfer
        U         Upload files from upload queue
        D         Download files from download queue
        L         List files in Upload and Download queues
        R         Remove a file or files from Upload or Download queues
        C         Clear (remove all) files from Upload or Download queues
        Q         Quit to File Transfer prompt
```

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File Extraction / Temp Directory
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

If implemented on the BBS, file extraction allows you to extract files from an
archived file (ZIP, ARC, LZH, etc.) and download only the file or files you
need from that archive. This can be extremely helpful if you need only one 50k
file from a 1MB ZIP file online.

You can even extract files from nested archives. For example if an archive
called FONTMAN.ZIP contained two archives within itself, BLUE.ZIP and RED.ZIP
and BLUE.ZIP contained two files called FILE1.FON and FILE2.FON you would be
able to download just the file FILE1.FON if that were the only file you needed.

All file extraction is done in your Temp Directory. This is an area you may
extract files to and download from. You may work on one original archive at a
time in the Temp Directory. The Temp Directory may, however, contain many files
extracted from the original archive.

The Temp Directory is also used to create and download a new file scan list or
a complete list of all files on the BBS.

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Temp Directory Commands (T)

Hit T from the File Transfer prompt to access the Temp Directory prompt. From
this prompt the following commands are available:

```
        E         Extract files from an archive into the Temp Directory
        N         Create a New Files list
        F         Create a list of all files on the BBS
        A         Add or create a Temp File
        D         Download a Temp File
        I         Information on files
        V         View the contents of any archive located in Temp Directory
        L         List all files in the Temp Directory
        X         Extract from an archive located in Temp Directory
        R         Remove file or files from Temp Directory
        Q         Quit to File Transfer prompt
```

1) Extract from archive in Temp Directory

To extract files from an archive into the Temp Directory hit E from the Temp
Directory prompt. Enter the filename you wish to extract from. You may use a
wildcard.

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```
2) Add files to Temp file
--------------------------
```

To download from the Temp Directory you must first create a Temp File containing any files you wish to download from the Temp Directory. To create a Temp File or add to a Temp File select A from the Temp Directory prompt. You can view the contents on any archives located in the Temp Directory by selecting V from the Temp Directory prompt. If you wish to extract files from a nested archive located in the Temp Directory select X.

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```
3) Download Temp file
---------------------
```
When your Temp File contains all the files you wish to download select D from the Temp Directory prompt to download the Temp File.

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```
Creating and downloading file lists
------------------------------------
```
Entering N from the Temp Directory prompt will create a file listing of all new file uploads called NEWFILES.TXT, and place the file in the Temp Directory. To download the file hit A to create a Temp File then D to download the Temp File. The list is a standard ASCII text file and can be read from any standard text editor or wordprocessor. Remember that creating this file in the Temp Directory will delete any files that are already in the directory.

To create and download a complete file list of all files on the BBS hit F from the Temp Directory prompt. This will create a file called FILELIST.TXT. Then hit A to create a Temp File then D to download the Temp File. Again, creating the FILELIST.TXT will erase all existing files in the Temp Directory.

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