

Upgrade from Model 16 Multi-User (Cat. No. 26-6205) Version 02.00.00

to Version 03.00.00

ACCOUNTS PAYABLE

Cat. No. 700-2055



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INTRODUCTION

This addendum is a guide to starting up and using the Accounts Payable package on your Tandy TRS-80 Model 16/Enhanced Model II/Enhanced Model 12 computer. Use it as a supplement to your Accounts Payable user's manual.

This package contains:

- . TRS-XENIX Accounts Payable--One single-sided diskette for Tandy TRS-80 Enhanced Model II, Enhanced Model 12, and Model 16 users. Runs single- or multi-user on hard disk only.

To use TRS-XENIX Accounts Payable, read this addendum for your setup and operating instructions. Pay special attention to Part 7, "Special TRS-XENIX Instructions." Initialize your hard disk as described in the TRS-XENIX Operations Guide. If you have been using your hard disk with TRSDOS-II, be sure to SAVE your files before installing TRS-XENIX.

Note: If you are using an Enhanced Model 12, follow the instructions given for Model 16 users throughout this addendum.

If you have not already done so, please stop and read your computer Owner's Manual or introductory manual. Both contain important information about your computer that is not covered in this addendum. If you are a hard disk user, also read your Hard Disk Owner's Manual. Connect and initialize your hard disk according to the instructions in that manual.

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PART 1/VERSION 3 ENHANCEMENTS AND CONSIDERATIONS

Version 3 COBOL applications packages running under TRS-XENIX are enhancements of the version 2 packages previously released to run under TRS-XENIX. These packages are Accounts Receivable, Accounts Payable, Accounts Receivable, Payroll, Order Entry, Sales Analysis, and Manufacturing Inventory. Version 3 allows for:

- . The use of multiple hard disks
- . Multiple companies' (sets of) data files for the same application
- . A Master Menu from which all applications can be run
- . A file locking scheme to assure data integrity in a multi-user environment
- . Local printing at a printer connected to a terminal
- . Use of common files

Section 1/Enhancements

Multiple Hard Disks

To ease overcrowding on Drive 0, version 3 lets you store almost all programs and data files on drives other than 0. Control files stored on Drive 0 serve as tools in locating data files and programs, regardless of the drive on which they might be stored. Only the control files, common data files, and common programs must be stored on Drive 0. If applications data exists in their version 2 directory structures, they are converted to the version 3 directory structure at the time a version 3 installation is performed for any system. The version 3 directory structure can be stored on any hard disk, even for files that will be accessed by the version 2 programs. During the conversion of version 2 directories to the version 3 directory structure, all systems

converted are converted to directories on the same drive. To allow version 2 programs to interface with another system (such as G/L with A/P, A/R, and P/R), the data files for the system must be on the same hard disk drive. You can move the directory and its files for any particular system to any drive later by using a MOVE utility if you do not require interfacing. The version 2 programs remain on Drive 0 as pathnames for programs that are hard coded in the version 2 programs.

Multiple Companies' Data File for the Same Application

So that you can store more than one set of data files on your TRS-XENIX system for the same application, company numbers 1-99 are now available. Each company's data is associated with a directory and with data files, but only one copy of the programs is required. Thus, a CPA could keep Accounts Payable data files for 99 companies on a TRS-XENIX system at the same time.

Master Menu

A Master Menu has been created to simplify entry into the accounting applications for all systems and for all installed companies. The Master Menu displays all installed systems for a specified company. Entering RUNMM (or runmm) defaults the Master Menu to Company #1. Entering RUNMM 5 displays the Master Menu for Company #5. To change from one company to another at the Master Menu, press <0>, and enter the company number you want.

File Locking

A file called lockfile.dta exists for each company. The file contains the status of every existing file's use for all possible systems. Files are accessed in programs for either shared use or exclusive use. Exclusive access occurs when no other user should have access to your data during execution of a program (such as during a posting run). At all other times, the files are accessed with shared use. Exclusive use is allowed only when the file is not

currently being used. Shared use of a file is allowed except when exclusive use exists for that file. Any time use is denied, the program either gives you the option of waiting/cancelling or continues to try for access if you cannot cancel. If a needed file is not available, you see:

XXXXXXXXXX FILE IS LOCKED AT ANOTHER TERMINAL...WILL YOU WAIT? Y/N

or:

XXXXXXXXXX FILE IS LOCKED AT ANOTHER TERMINAL...PLEASE WAIT

If you have the option of waiting, type Y <ENTER> to try for access to the file again, or type N <ENTER> to cancel the request for access and continue with another process. If you decide to wait, continue entering Y each time the prompt appears until the file becomes available.

If the program terminates abnormally (such as during a power failure or through means other than regular exiting), the lockfile is usually left with improper statuses in some fields. The lockfile initialization program resets all statuses and is available through the Master Menu. Run the lockfile initialization program only when no one else is using an application for the same company.

If you are accessing the same file with another user through shared use, you might see the following message:

RECORD LOCKED AT ANOTHER TERMINAL ... PLEASE WAIT

This message appears because the other user is modifying data in the record. No one else can access the record until the other user is finished. The program tries to access the record every five seconds until the other user finishes.

Local Printing

The version 3 accounting packages have been modified to let you choose whether to print reports at the system printer or at the printer connected to your terminal. The first time you print a report, you are shown four options:

1. SYSTEM PRINTER FOR ALL REPORTS
2. LOCAL PRINTER FOR ALL REPORTS
3. SYSTEM PRINTER FOR THIS REPORT
4. LOCAL PRINTER FOR THIS REPORT

If you want to change printers for different reports, use options 3 and 4. If you wish to change from using the system printer for all reports or for a specific report, return to the Master Menu and select the print options again. Be sure that your printer is properly connected to your terminal and on line before you try to print a report.

Note: To use a local printer, you must have a DT-1 upgraded with Rom 1.1 or later have installed the TRS Xenix 1.3.

Common Files

Version 3 has been modified to keep files that are common to all systems in a common directory. This reduces duplication of effort if any change is made to the valid G/L account file and the company file. Each company has a separate common directory that includes the lockfile for providing file integrity.

Data in the common directories is not destroyed when you install another system or convert data using the conversion script.

Section 2/Considerations

Mounting Secondary Hard Disks

Version 3 lets you use secondary hard disks. They must be mounted under the directories /hd1, /hd2, and /hd3 for hard disk drives 1, 2, and 3 respectively. Follow these steps:

1. Create the directory for mounting using `mkdir /hd1`.
2. Set the permissions for the directory using `chmod 777 /hd1`.
3. Mount the drive on /hd1 using `/etc/mount /dev/hd1 /hd1`.

Temporary Files

Avoid using files with the following pathnames:

/tmp/system_dirs	/tmp/pgm_files
/tmp/tmp_file	/tmp/dta_files
/tmp/pass_file	/tmp/tmpXX
/tmp/pass_file1	

(XX in /tmp/tmpXX is any number, 1-99.)

If files with these pathnames exist and are important to you, you might want to rename them. They are overwritten during execution of scripts (install, SAVE, MOVE) and during execution of the Master Menu. The files are all in the /tmp directory because temporary files are usually of short term importance and are removed after rebooting TRS-XENIX.

Removed Files

Files in the /usr/bin directory with the following forms are removed during installation of any version 3 system:

RUNXX	runxx
RUNSETUP	runsetup
RUNJBSET	runjbset

(XX is any pair of uppercase letters, and xx is any pair of lowercase letters.)

The scripts previously used to run the individual applications are removed, and the applications are run from the Master Menu. A new conversion script is also copied to hard disk to let you convert data from TRSDOS to the new version 3 directory structure for the version 3 system you install.

The SAVE Utility

If you make any major changes to the system, be sure to make backups first. Before you install version 3 for the first time, save all your version 2 data. The version 3 installation overwrites the SAVE command with a new SAVE utility that can handle multi-company, multi-hard disk data. You cannot restore the version 2 data with the version 3 SAVE utility, but there are other ways to retrieve data should a problem occur. If you install a version 2 system after installing a version 3 system, you cannot save data for the version 2 system using the SAVE utility unless you convert the data to the version 3 directory structure. Do this by re-installing a version 3 system. You can re-install for the same company and answer "no" to the questions concerning re-installing programs and creating new data files. The re-installed system is not affected, and the converted system now appears on the Master Menu.

PART 2/INSTALLING VERSION 3

This installation procedure upgrades your Accounts Payable version 2 to version 3. It also completely converts all version 2 programs on your hard disk to version 3 (if this is your first TRS-XENIX accounting package installed) and puts all programs under the same company number. You need not, then, convert each accounting system package individually. After the initial conversion, use the Install diskette when you add more companies.

Before you begin, read through all the directions. During the installation, be sure to watch the screen and answer all the prompts you see.

To begin installing version 3:

1. Turn on all peripherals, then turn on the computer.
2. Log in as root. (To install TRS-XENIX applications, you must be logged in as root.)
3. At the root prompt (#), type **install** <ENTER>.

The screen now displays the Installation Menu with the selections:

- 1) to install
- 2) to quit

Press <1> to install your application.

4. The installation screen is displayed, showing the application and version number being installed. All version 2 programs are removed, along with their directories (if they exist). If no other systems exist, the common programs and their directory are removed. The screen shows:

Removing version 02.00.00 XX program files from hard disk --
please wait

(XX is the application's name.)

5. Next, the installation program checks for existing version 2 data directories. If directories exist under /Dta.01, they are displayed with the following message (assuming, for example, that General Ledger, Accounts Receivable, and Accounts Payable exist):

Convert the following system directories to multi-company/multi-disk format:

Gl Ar Ap

6. You are then prompted to enter a company number:

Enter company # for data directories (1-99) :

Select a company number, and enter it. The program checks to see whether systems have been previously installed for the company you selected. (This could happen if you installed a version 2 system after the first version 3 system was installed.)

7. The following message appears to help you decide whether to keep data files on the same drive so that you can interface data files by version 2 programs:

Company # x systems data files on drive x include :

Gl Ap

Company # x systems data files on drive x include :

Ar

If data files to be converted exist, the following message is displayed:

Enter hard disk # for conversion of data files (0-3) :

Enter the hard disk drive number on which you want converted files to reside. If the hard disk you select is not mounted properly, you can exit the installation and correctly mount the drive. You must then start the installation again and complete it before any processing to any previously existing applications can occur.

8. If you choose a drive other than 0, a message appears, showing you the amount of free space on the drive you selected as well as the size of the files to be moved:

Compare size requirements for the conversion to hard disk x (in 512 byte blocks)

Free space on hard disk x /dev/hdx 6012

Size of data files 3115 /Dta.01

Continue with converting data files to hard disk x (y/n) :

Compare the two numbers, and if free space is the larger number, answer <y>. If the drive does not contain enough free space, answer <n>, and choose another drive.

9. Next, the following message is displayed:

Converting from version 02.00.00 to version 03.00.00 directory structure -- Please wait

The necessary directories are created, the files are moved into the proper directories, and the necessary control files are created.

10. Next, the program checks to see if version 3 A/P programs have been previously installed. If they have not, you see the following message:

Enter hard disk # for Ap programs (0-3) :

If version 3 A/P programs were previously installed, this message appears:

Ap programs previously installed in hard disk x

In either case, the program determines that the drive is properly mounted. If it is not, exit the installation, and mount the drive properly. If programs were previously installed, you also see:

Re-install programs? (y/n) :

Answer <y> to re-install A/P programs on the drive you selected. If programs did not previously exist on that drive or if you answer <y>, the following appears:

Copying Ap programs from floppy disk to hard disk -- Please wait

11. If you do not have version 2 data files to convert, the following is displayed:

Enter company # for Ap data (1-99) :

Enter the company number you want. The program then checks to see if A/P data exists for this company. If it does, you see:

Company # x Ap data directory previously installed on hard disk # x

If this does not follow a conversion, you next see:

Continue with installation? (y/n) :

If you answer <n>, you can enter another company number. If you answer <y>, you can continue without losing any data, or you can create new data files later.

12. If data does not exist, you are asked for a drive number on which to store data:

Enter hard disk # for company # x Ap data (0-3) :

Enter a drive number, and the program creates the necessary directories for the data files, along with the control files necessary for locating data and program directories. The lockfile initialization program is run if the lockfile.dta file does not exist for this company. You see:

Initializing lockfile 00255
Initialization complete

13. You are informed of whether data files exist in the directory for this system and this company with:

Data files exist in company # x Ap data directory

or:

Data files do not exist in company # x Ap data directory

The prompts that follow let you either copy over data files or create new data files. If you do not want to lose data, answer <n> to the prompts. If no data exists, do not run the application until data exists, whether it is copied sample data, newly created data files, or converted data from previous TRSDOS systems.

14. Next, the new versions of the RUNMM Master Menu, SAVE, CONVRTAP, and MOVE are copied to hard disk. The installation is now complete. You are returned to the Installation Menu. To install another company, see Part 2, Section 3, "Installing a New Company." If you are finished, press <q> to exit to the selection prompt.

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PART 3/INSTALLING A NEW COMPANY

Section 1/The Installation

Before installing a new company in version 3, please read through all the following instructions. During the installation, be sure to watch the screen and answer all the prompts you see.

To begin installing a new company:

1. Turn on all peripherals, then turn on the computer.
2. Log in as root. (To install TRS-XENIX applications, you must be logged in as root.)
3. At the root prompt (#), type **install** <ENTER>.
4. Enter <1> at the menu to install your application.
5. You are prompted:

Enter hard disk # for Ap programs (0-3) :

Enter the hard disk drive number onto which you are installing the programs. (If an error message appears, you have either entered an invalid hard disk drive number or mounted the hard disk drive incorrectly.)

6. You are now prompted:

Enter company # for Ap data (1-99) :

Enter the company number by which the data files are accessed. If the application was installed previously for that company number, you are prompted to press <y> to continue with the installation or <n> to stop installation for this company.

7. You are now prompted:

Enter hard disk # for company # x Ap data (0-3) :

(x is the company number entered in Step 6.) Enter the hard disk drive number onto which you are installing data files. If a lockfile has not been created before for this company, it is created now.

8. When the installation is complete, you are returned to the Installation Menu. Press <1> to continue with the installation of another system or the same system for another company (create another set of data files). If you are finished, press <q> to exit to the selection prompt.

Section 2/Answering Prompts on Subsequent Installations

After you have installed the programs for the first time, you will see prompts different from the ones you encountered the first time. When installing, you see the prompt:

Ap programs previously installed on hard disk
Re-install programs (y/n)

It is not necessary to re-install the A/P programs each time you add a company. Answer this prompt with <n>.

The following prompt:

Create new Ap data files (y/n)

should be answered <y> when installing a company for the first time. If this prompt is answered <n>, the A/P program terminates when you try to run it, and you see a File Not Found error message. You must then re-install that company, answering the prompts correctly and using "Initialize Lockfile" at RUNMM to reset the lock.

Section 3/Overwriting a Previously Installed Company

You can overwrite a previously installed company's data by re-installing the system for the same company number. Answer <y> to the Create new data files (y/n) question.

All files are re-created with the exception of the company file. The company file can be re-created by using Company File Maintenance in the A/P program and manually changing it. Initialize the lockfile from RUNMM.

PART 4/CONVERTING EXISTING DATA TO TRS-XENIX

If you have been using Accounts Payable prior to receiving TRS-XENIX, you can transfer your existing data files to your TRS-XENIX hard disk.

If your files are in TRSDOS 2.0a (or 2.0b) format, follow the instructions in your TRS-XENIX Operations Guide for transferring your data files to TRSDOS-II. (Only TRSDOS-II files and TRSDOS-II SAVE files can be transferred to TRS-XENIX. Both single- and double-sided diskettes can be transferred.)

To transfer existing data files to TRS-XENIX, follow these instructions:

1. Power up your computer under TRS-XENIX, and log in as root.
2. At the root prompt (#), type **convrtap** <ENTER> to load the conversion program for Accounts Payable. CONVRTAP lets you convert data files used under the TRSDOS-II operating system. You must have previously installed for a company before the data files can be converted to the company's data directory for the installed system.
3. The following menu appears:

```
TRSDOS TO TRS-XENIX
C O N V E R S I O N
Accounts Payable System
Cat. No. 26-6205
MENU
```

- ```

1. Convert from 4.x single-sided disks
2. Convert from 4.x double-sided disks
3. Convert from 'SAVE' disks
q. to quit
```

Please select:

Press a number key (or <q>) for the type of conversion you need to make.

4. Verify your selection by answering <y> to one of the following prompts:

Convert from TRSDOS 4.x single-sided disks  
Perform this function? (y/n) :

Convert from TRSDOS 4.x double-sided disks  
Perform this function? (y/n) :

Convert from TRSDOS 'SAVE' disks  
Perform this function? (y/n) :

Converting from TRSDOS 4.x single-sided diskettes: You are prompted to insert the Accounts Payable PROGRAMS #1 diskette, then the DATA FILES A diskette, followed by the DATA FILES B diskette.

Converting from TRSDOS 4.x double-sided diskettes: You are prompted to insert the Accounts Payable PROGRAMS diskette and then the DATA diskette.

Converting from TRSDOS 'SAVE' diskettes: You are prompted to insert each TRSDOS 'SAVE' diskette of the data set, starting with Volume 0.

5. Next, enter the company number (1-99) for which data is being converted. If the company has not been installed or if the hard disk is not properly mounted, the conversion ends. Enter <q> to quit, or enter a proper company number.

6. A search is made for the data directory for this company, and the following message appears:

Ap previously installed for company # x on hard disk x

You are then prompted to insert diskettes as required to transfer all data to the data directory for this system.

7. After all data is transferred to the directory, the common data files are updated. All version 2 systems previously contained their own valid G/L account files and their own company files. Version 3 has made these files common to all systems so that only one of each of the



common files exists for any specific company. The following message is displayed before updating occurs:

Updating the company file and the valid G/L account files -- Please wait

The company file is common to all systems. All systems access the same company file for the same company in the company's common directory. This eliminates duplication of effort if any data is changed in one system.

The company file is moved to the common directory if it does not already exist there; otherwise, it is not overwritten (assuming that the current file is good).

The other common file is the valid G/L account file. This file is used by all systems except G/L. The valid G/L account file in the common directory is updated to include all accounts in the converted file. The accounts in the converted file are read, and if they do not already exist in the common file, they are added. If a common valid G/L account file does not exist, the converted file is moved to the common directory.

Your Accounts Payable data files are now transferred to TRS-XENIX. Proceed to the next section for instructions on making backups.

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## PART 5/THE SAVE UTILITY

### Section 1/Formatting

Use the following procedure to make backups instead of the procedure described in your user's manual. Before you get started, format some floppy diskettes. You might want to keep a box of floppy diskettes formatted for making backups.

**Hint:** Since you must exit TRS-XENIX to format floppy diskettes, you might want to format them at the beginning or end of the day, when the system is shut down.

To format floppy diskettes, follow these steps:

1. Exit TRS-XENIX, and reset the system. At the root prompt, type **shutdown** <ENTER>.
2. Reset the system after the message, **\*\* NORMAL SYSTEM SHUTDOWN \*\***, is displayed. At the TRS-XENIX Boot prompt, type **diskutil** <ENTER>. Answer the following prompts:

**Prompt:**

Diskutil: Hard or floppy disk (h or f) ?

Copy or format (c or f) ?

**Response:**

f <ENTER>

f <ENTER>

---

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Format floppy disk in drive number (0..3) ?      0 <ENTER>

TRS-XENIX format or IBM single-density  
format (x or i) ?      x <ENTER>

3. The following message is displayed:

About to format TRS-XENIX floppy disk in drive 0.

Insert disk into drive 0.

Type <enter> to proceed or <break> to abort:

Press <ENTER> to begin formatting the diskette.

The cylinder and side numbers are displayed while the formatting is in progress. If the diskette is defective, you see the message:

**\*\*Format verify failed\*\***

The location of the bad spot on the floppy diskette is given, followed by the message:

Disk is unusable

**Note:** If you attempt to format a floppy diskette that already contains data, you see the message:

**\*\*Destination disk is not blank\*\***

Any data on it will be lost if you proceed.

After the diskette is formatted, the screen displays the format prompt again. You can format another floppy diskette or press <BREAK> if you have no more floppy diskettes to format. Press reset to exit diskutil.

## Section 2/SAVE

Version 3 has a new **save** script that provides for saving and restoring programs and data with pathnames that reflect the multi-company/ multi-disk directory structure. The script no longer accesses version 2 data in its old directory structure because version 2 data is converted to the version 3 directory structure. Version 2 programs that run from RUNMM can still be saved.

The **save** function erases and writes over any information on the diskette. Use separate diskettes to save programs, data, and control files.

Do not attempt to save or restore any files if another terminal is running any of the TRS-XENIX COBOL applications packages.

Data files are saved by system, company, and hard disk. You can save one or all systems for one company on one hard disk at one time. Program files are saved by system and hard disk. You can save one or all systems on one hard disk at one time. Control files are all saved at one time. Control files tell the RUNMM Master Menu program and the CONVRTXX, SAVE, and MOVE scripts the hard disk that contains the programs and data files for processing a particular accounting package for a particular company. Be sure to keep a current backup of the control files. They must be correct to allow restoration of programs and data.

The following instructions describe the way to save your TRS-XENIX programs and data files.

1. Boot TRS-XENIX, and log in as root while you are at the console in multi-user mode. At the root prompt (#), type **save** <ENTER>.

2. Make a selection from the following menu:

Save/Restore User File Systems  
-----

1. to save data
2. to restore data
3. to save programs
4. to restore programs
5. to save control files
6. to restore control files
- q. to quit

3. Different prompts are displayed, depending upon the selection you choose:

| If You Choose: | You See:                                          |
|----------------|---------------------------------------------------|
| 1              | Enter hard disk # (0-3) :                         |
| 2              | Enter hard disk # (0-3) :                         |
| 3              | Enter hard disk # (0-3 or V2) :                   |
| 4              | Enter hard disk # (0-3 or V2) :                   |
| 5              | (no message--control files are always on Drive 0) |
| 6              | (no message--control files are always on Drive 0) |

Answer with the hard disk number you want or with V2 to save version 2 programs.

4. If the save/restore involves data files (selections 1 or 2), you are asked for the company number with:

Enter company # (1-99) :

5. Different prompts appear, depending upon your menu selection in Step 3 above:

| If You Chose<br>(in Step 3): | You Now See:                                                                                                                                                                                                                                                  |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                            | Data file directories do not exist on hard disk x<br>for company # x -- Try again<br><br>OR Data file directories on hard disk x for company<br># x include following systems:<br>G1 Ar Ap                                                                    |
| 2                            | There are not any systems installed on hard disk x<br>for company # x -- Try again<br><br>OR The following data file directories have been<br>installed for company # x on hard disk x:<br>G1 Ar Ap                                                           |
| 3                            | Version 02.00.00 programs do not exist -- Try again<br><br>OR Version 02.00.00 programs include following<br>systems:<br>Ar Ap<br><br>OR Programs do not exist on hard disk x -- Try again<br><br>OR Programs on hard disk x include following systems:<br>G1 |

| If You Chose<br>(in Step 3): | You Now See:                                                                                                                                                                                                                                                                                                                                        |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4                            | There are not any version 02.00.00 systems<br>installed -- Try again<br><br>OR The following version 02.00.00 program file<br>directories have been installed:<br>Ar Ap<br><br>OR There are not any systems installed on hard disk<br>x -- Try again<br><br>OR The following program file directories have been<br>installed on hard disk x :<br>G1 |
| 5                            | Control files are stored on hard disk 0                                                                                                                                                                                                                                                                                                             |
| 6                            | Control files are stored on hard disk 0                                                                                                                                                                                                                                                                                                             |

6. For all selections, you are prompted to enter the disk type:

Enter 1 for single-sided disks, 2 for double-sided :

You are then prompted to enter the floppy drive to be used:

Enter floppy drive # (0-1) :



7. a. For selections 1-4, you are asked to enter a system directory name to be saved (or restored), **all**, or **end**. Respond with a valid system name, **all**, or **end**. If you choose **end**, the SAVE menu reappears. If you enter a system name or **all**, your choice is confirmed, and you are asked if you want to proceed with the save or restore procedure. Press <Y> or <N>.

Insert your first floppy diskette into Drive 1, and press <ENTER>. The process begins, and all pathnames of all files saved to or restored from floppy diskette are displayed. SAVE continues to prompt for additional diskettes until you enter **end**.

- b. For selections 5 and 6, your choice is confirmed, and you are asked if you want to proceed with saving or restoring the control files. Press <Y> or <N>.

To save control files, insert your first floppy diskette into Drive 1, and press <ENTER>. To restore control files, insert the diskette into Drive 0, and press <ENTER>. The process begins, and all pathnames of saved or restored control files are displayed. SAVE continues to prompt for additional diskettes to be restored until you enter **end**.

8. Label each floppy diskette with a description, date, and diskette number in the backup series, such as:

```
Accounts Payable Data Files ** BACKUP **
July 23, 1984 Disk # 1 of 10
```

9. When the process is complete, you are returned to the SAVE menu. If you are finished, press <q> to exit to the root prompt.

**Note:** Do not attempt to save or restore any files if another terminal is running any of the TRS-XENIX COBOL applications systems.

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## PART 6/THE MOVE UTILITY

MOVE is a utility that lets you move a directory of data files or programs from one hard disk to another and make the necessary changes to the control files to reflect these changes.

Do not attempt to move files if another terminal is running any of the TRS-XENIX COBOL applications systems.

Immediately update your backups to reflect the move. This entails saving the control files with SAVE and being sure that all program and data file backups reflect the new pathnames for the files. (Pathnames all begin with the hard disk directory--/hd0, /hd1, /hd2, or /hd3.) If only data files are moved, it is not necessary to make new backups of programs, and vice-versa.

Also be aware that interfacing of version 2 programs requires that data files be on the same hard disk. For example, General Ledger interfaces with Accounts Receivable, Accounts Payable, and Payroll. If Accounts Payable is a version 2 system, G/L data files must be on the same drive as A/R, A/P, and P/R data files. If G/L is a version 3 system, any of the systems' data files can be on any drive. Version 3 programs can find the other systems' data files with the aid of the control files.

To move program or data files, follow these instructions:

1. Log in as root at the console.
2. At the root prompt (#), type **move** <ENTER>. The following menu appears:

```
 M O V E
Move COBOL Program Or Data Files
To Another Hard Disk
```

- ```
-----
```
1. to move program files from one hard disk to another
 2. to move data files from one hard disk to another
 - q. to quit

3. If you select <1> for program files, you see a message similar to this:

```
Searching for program files that may be moved -- Please wait
Ap is stored on hard disk x
G1 is stored on hard disk x
Ar is not a version 03.00.00 or later release and may not be moved
from drive 0
```

4. In a few moments, the following prompt is displayed:

```
Enter system to be moved (XX) or 'end' :
```

If you enter **end**, the MOVE menu reappears. If you enter **g1** (for example), the following appears:

```
G1 programs installed on hard disk x
Enter hard disk to which G1 programs are being moved (0-3) :
```

5. After you enter a valid drive number, you see the following messages:

```
Compare size requirements for the move (in 512 byte blocks)
  Free space on hard disk x      /dev/hdx      2718
  Size of G1 programs           608           /hdx/Cob/G1
Continue with moving G1 from hard disk x to hard disk x? (y/n) :
```

If you answer with <Y>, the following is displayed:

```
Setting up new G1 directory structure on hard disk x
Moving G1 programs from hard disk x to hard disk x
Removing unused directories on hard disk x
```

6. If you select <2> to move data files, you see:

```
Enter company # data files to be moved (1-99) :
```

After you enter a valid company number, the following appears:

Searching for data files that may be moved -- Please wait
Ap is stored on hard disk x
G1 is stored on hard disk x
Ar is stored on hard disk x

7. In a few moments, the following prompt appears:

Enter system to be moved (XX) or 'end' :

If you enter **end**, the MOVE menu reappears. If you enter **g1**, the following is displayed:

G1 installed for company # x on hard disk x
Enter hard disk to which G1 data files are being moved (0-3) :

Enter a valid drive number.

8. Next, you see:

Compare size requirements for the move (in 512 byte blocks)
Free space on hard disk x /dev/hdx 2718
Size of G1 system data files 875 /hdx/Cob/G1
Continue with moving G1 from hard disk x to hard disk x? (y/n) :

If you answer with <Y>, you see the following messages:

Setting up new G1 directory structure on hard disk x
Moving company # x G1 data files from hard disk x to hard disk x
Removing unused directories on hard disk x

When the move is complete, you are returned to the MOVE menu. You can perform another move or quit and return to the root prompt.

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PART 7/SPECIAL TRS-XENIX INSTRUCTIONS

RUNMM (Run Master Menu) is the menu program that drives all the TRS-XENIX applications packages. The Master Menu displays the accounting systems installed for a company you have set up. Both version 2 and version 3 programs can be run from the RUNMM Master Menu, providing that a version 3 system was installed last. A company number can be specified when you type RUNMM. This displays the Master Menu for the specified company. If you do not specify a company number, RUNMM defaults to Company # 1.

Type **RUNMM** <ENTER> or **runmm** <ENTER> at the \$ prompt to display the Master Menu for Company #1.

Type **RUNMM 5** <ENTER> or **runmm 5** <ENTER> (for example) to display the Master Menu for Company #5.

Section 1/Selecting Another Company

To select another company number, press <0>. Enter the new company number (1-99), and press <ENTER>.

Section 2/Selecting an Accounting System

Press the menu number of the accounting system you wish to use. (Be sure that you have the correct company displayed.) The program loads the accounting system you select.

When you press <F1> or <TAB> to exit an accounting system, the Master Menu is again displayed.

Section 3/Initializing the Lockfile

There are times when a file should be used by only one person. The lockfile system maintains file integrity during these times. If you see this message:

XXXXXXXXXX FILE IS LOCKED AT ANOTHER TERMINAL...WILL YOU WAIT? Y/N

the file you want to use is not available. (WILL YOU WAIT? Y/N might not be displayed in some cases.) Type Y <ENTER> to wait until the file is available. Type N <ENTER> to exit and continue with another process.

If no other users are running applications for this company number, you are receiving this message in error. If this happens, initialize the lockfile for that company. (This situation is most likely to occur after a system failure.) The last Master Menu option, * - INITIALIZE LOCK-FILE, resets all files for that company number to an "unlocked" status.

Be sure all other users are off the TRS-XENIX system for the company on which you are working before you initialize the lockfile for that company.

Note: The lockfile system is not used in any version 2 accounting system.

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PART 8/DOCUMENTATION CHANGES

The Accounts Payable Menus #1, #2, and #3, pages 4.1.1-4.1.4, have been combined into one Master Menu.

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PART 9/IN CASE OF SYSTEM CRASH

If for any reason you should have to re-initialize your entire TRS-XENIX system, you should follow these steps to restore your accounting programs and data to the hard disk.

After re-initializing TRS-XENIX:

1. Re-install a version 3 accounting package to put the new SAVE and RUNMM back on the hard disk.
2. Type **save** <ENTER> to enter the SAVE utility.
3. Use option 6 to restore the control files.
4. Use options 2 and 4 to restore data and programs.

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