

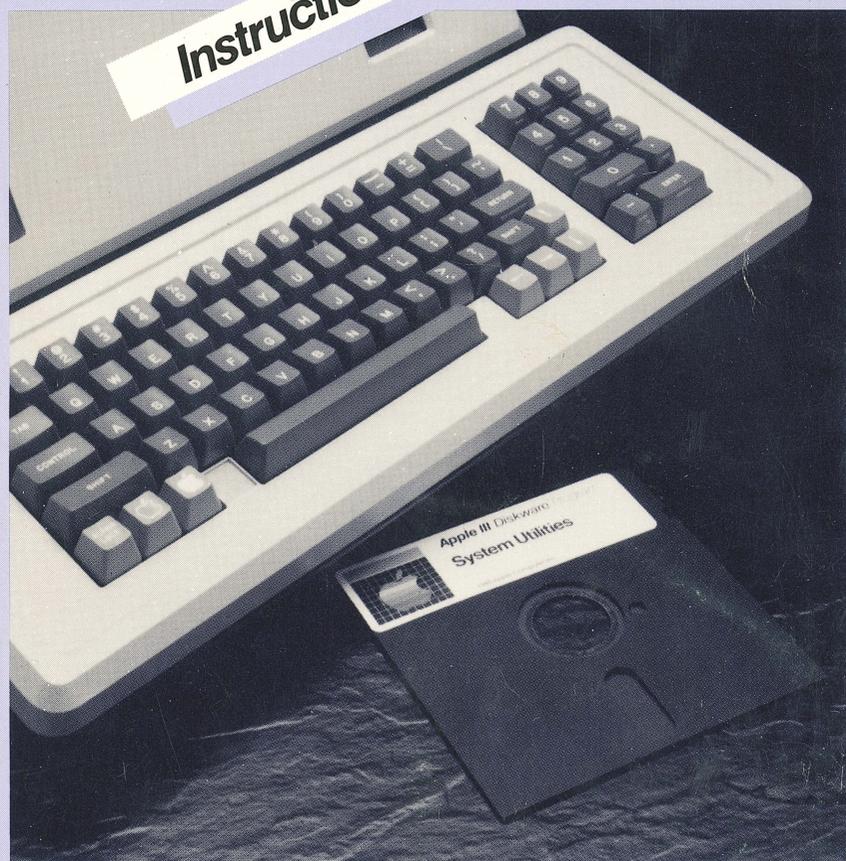
Apple III



# System Utilities

...An Introduction

Instruction Book





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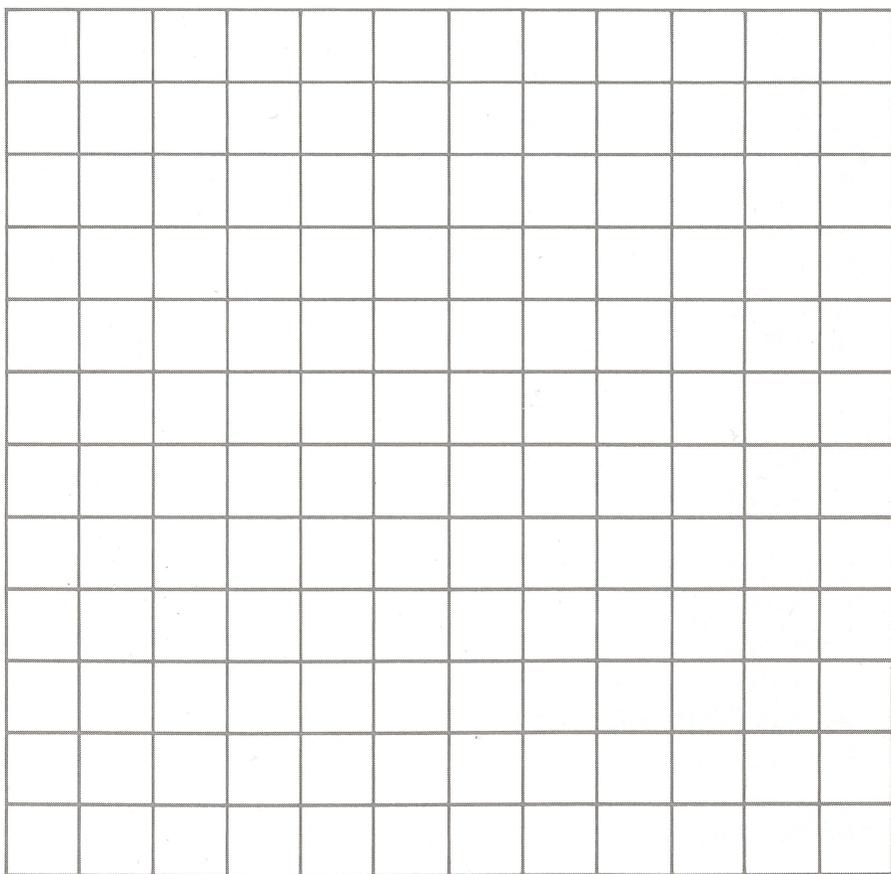
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20525 Mariani Avenue  
Cupertino, California 95014  
(408) 996-1010

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***Apple III***  
***System Utilities***  
*... An Introduction*



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# Introduction to the System Utilities

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Do you use your Apple III Computer for word processing? For financial modeling? For business graphics? For programming? Whatever the case, there will come a time when you will need to use the System Utilities disk.

This important disk contains programs that let you:

- prepare a new disk to store information
- make a backup copy of an entire disk
- copy information from one disk to another
- delete information from a disk

along with other important organizing functions.

While many other disks contain some of these programs (usually those that organize sections of information on a disk), as a rule, whole disks of information can only be organized with the System Utilities disk.

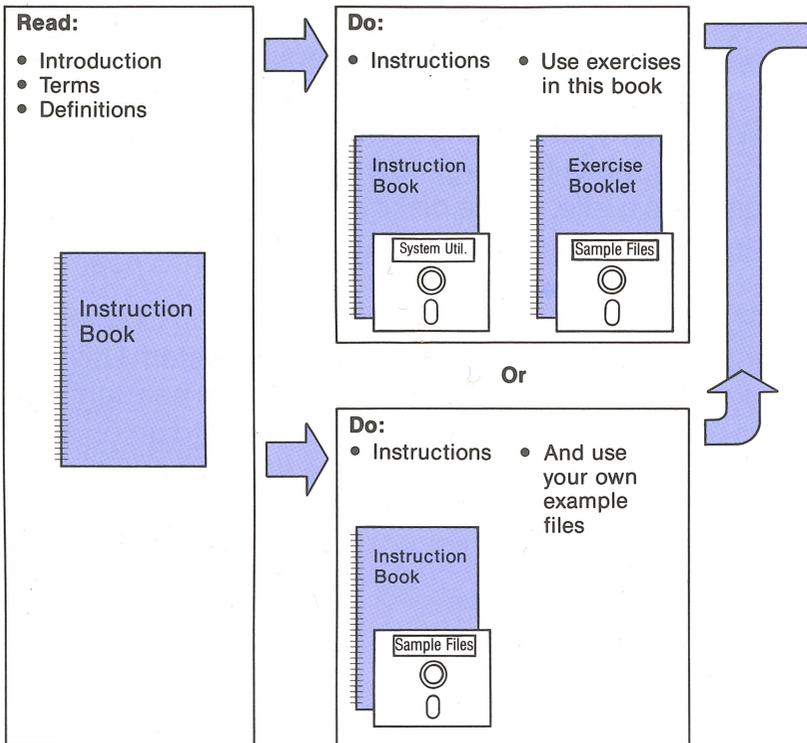
This Product Training Pak introduces you to some of the most frequently used features of the System Utilities disk. It doesn't cover all the details. But there is enough information to get you started. When you are ready to go on and learn more, you can refer to the Apple III Owner's Guide and the Standard Device Driver's Manual.

## How to Use This Product Training Pak

The Product Training Pak (PTP) includes three elements:

- an Instruction book (You're reading it now)
- an Exercise booklet
- a disk of sample files

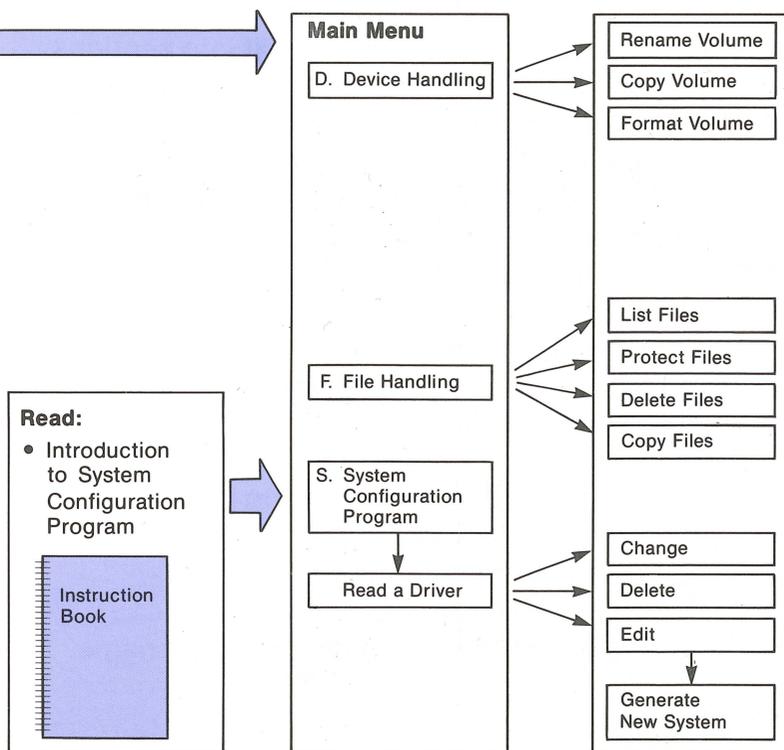
The first part of this Instruction book (pages 3 to 13) introduces the System Utilities structure and the terms you will need to understand and use it. **Read if first before you do anything else.** The second part provides instructions (or "commands") you can use to manipulate disks and the information stored on disks. You can choose the instruction you want to learn; it isn't necessary to follow the sequence in



the book. The third part (pages 51 to 55) introduces and explains the System Configuration Program (SCP). Again, read the introductory information to SCP, then go to the instructions that follow.

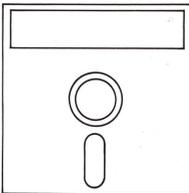
The Exercise booklet and disk of sample files contain materials for practice. You may use this booklet and disk, or you may create your own exercises using your own disks. In any case, if you are using the disk of sample files, it is a good idea to make a copy of it first using the Copy a Volume instructions on page 19.

The diagram below is your guide to this PTP. You can perform any of the instructions in the far right box after reading the introductory sections.

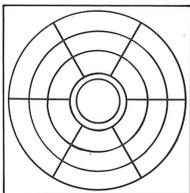


## Defining Some Terms and Concepts

As you explore this Product Training Pak and learn to use the System Utilities, you will encounter some familiar words (“file,” “volume”) used in unfamiliar ways. To help you get started, here are some definitions of some important terms. Take a few minutes to read this material carefully and feel free to refer to these definitions often!



In general computer terms, a volume is any magnetic media that, when formatted, can store information. For the Apple III Computer, a volume can be a flexible (floppy) disk or rigid (hard) disk such as ProFile.



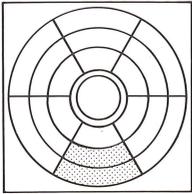
*Formatted Volume*

Formatting a volume organizes it into sections. With a formatted volume, you can write (store) information or read (retrieve) information. The ProFile volume is formatted when you receive it; however, you will need the System Utilities to format the floppy disks you have.

A formatted volume always has a name—one you give it or one a program gives it. This name must follow certain rules:

*/My.volume*  
*/VisiCalc*

1. It can be up to 15 characters long.
2. The first character must be a letter.
3. The other characters can be letters, numbers, or periods.
4. A slash always precedes a volume name.



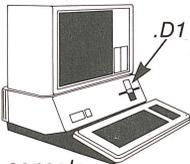
File

The information you create for storage on a volume is organized into files. A file can be a letter, a computer program, or a graphic picture. The file is stored on a volume in the sections created by the formatting process and a volume can store many different kinds of files.

When you create a file, you give it a name. Like a volume name, a file name must follow certain rules:

*Sales.Nov*  
*Tutorial*

1. It can contain up to 15 characters.
2. The first character must be a letter.
3. The other characters can be letters, numbers, or periods.

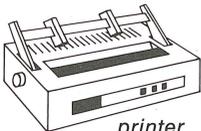
*.console*

A device is a piece of computer hardware, other than the computer itself. A device may be built-in or may be external to the computer. Disk drives and printers are types of devices.

*.D2*

Like a formatted volume or a file, a device has a name that must follow certain rules:

1. It can be up to 15 characters long.
2. The first character must be a period.
3. The second character must be a letter.
4. The other characters can be letters or numbers.

*.silentype**.printer*

The devices on your computer have assigned names as noted here. Device names may be changed with the use of the System Utilities.

## The Anatomy of System Utilities

---

Suppose you need to copy information from one disk to another. How do you find the right part of the System Utilities to do this?

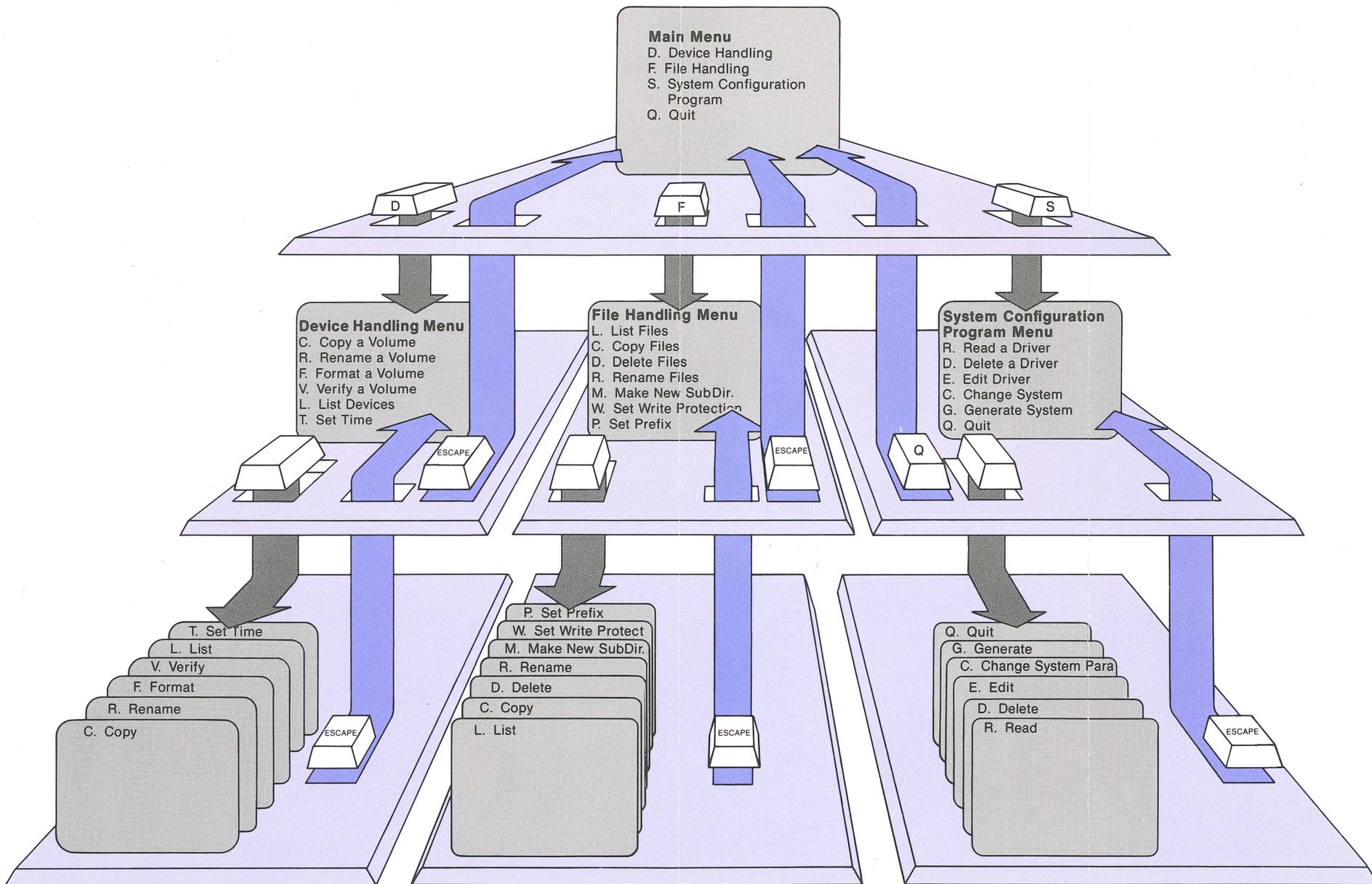
Your screen presents you with a series of “menus” and you choose from that list of options simply by pressing a letter key. Doing so presents another set of menu options. From here, pressing a letter presents a “form” rather than a menu. By filling in the “blanks” in this form you cause the System Utilities to perform its job.

The diagram on the right page illustrates our point. Look at it for a moment. Notice how you start at the Main Menu and from there descend to the next menu level and form level. For example, selecting the File handling menu by pressing the F key, then pressing the C key would take you to the utility program for copying information from one disk to another. Pressing **ESCAPE** would take you back up to the Main Menu.

## Quitting the System Utilities

---

When you have finished using the System Utilities disk and are ready to move on to another program, you must remove the disk from the internal drive and insert another program like VisiCalc *III* or Apple Writer *III*. From there, if you hold down the **CONTROL** key and push the **RESET** button behind the top right edge of the keyboard, the new program boots (is loaded) into the Apple *III*. (The QUIT command on the Main Menu of the System Utilities only “quits” when the System Utilities is incorporated into a Pascal system.)



## Getting Started

Now let's get some hands-on experience. We assume that the Apple III and the video display are turned off.

Find the disk labeled: System Utilities. (This comes in the box labeled System Software.)

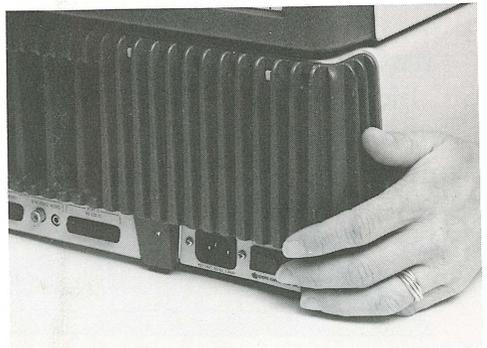
Insert the disk into the internal disk drive like this:



Close the disk drive door.

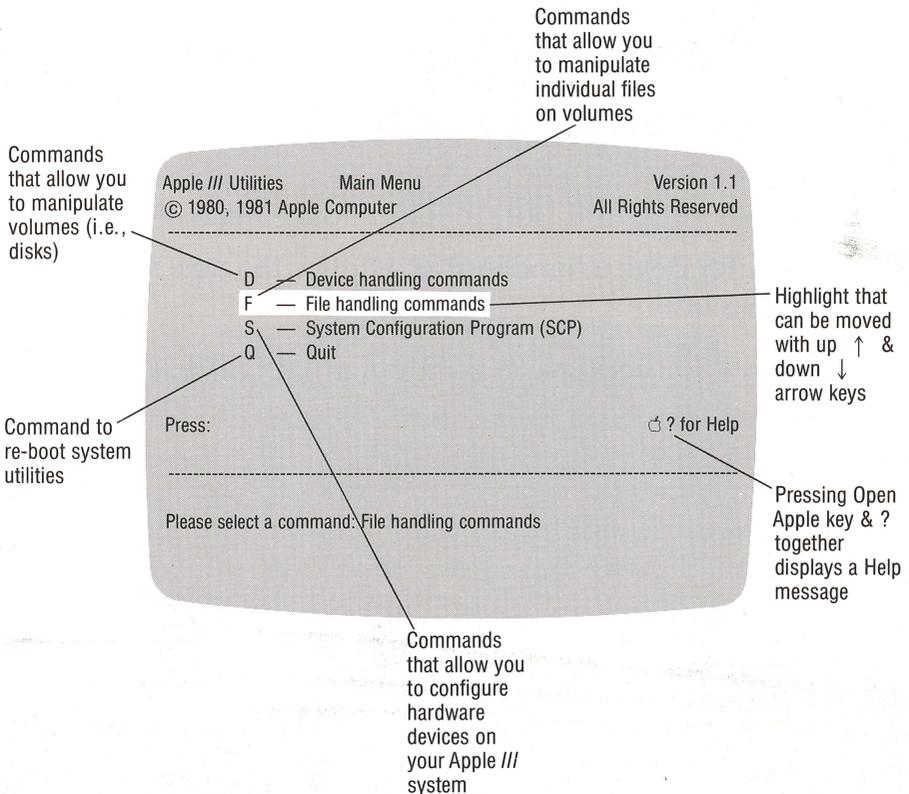
Find the switch to the video display and turn it on.

Reach around the left side of the Apple III Computer. On the back, at the bottom, you will feel a switch similar to a light switch turned sideways. Press this to turn on the computer.



You will hear a buzz, then some whirring and scratching coming from the disk drive. That sound is the System Utilities program being loaded into the memory of the computer. This is called “booting the system”. The term “boot” refers to the process the computer uses to load layer upon layer of software it needs to “pull itself up by its bootstraps” and operate.

In about 40 seconds you’ll see the Main Menu of the System Utilities.



1. Type F (for File handling) and look at the screen.

```

Apple /// Utilities                               11 Sep 81
File Handling Commands Menu                       Prefix is /UTILITIES
-----
L  — List files

C  — Copy files
D  — Delete files
R  — Rename files

M  — Make a new subdirectory

W  — set Write protection (lock/unlock)
P  — set Prefix

Press:                               ESCAPE to exit           ⌘? for Help
-----
Please select a command: List files

```

The screen displays the File handling menu.

2. Press the **ESCAPE** key to return to the Main Menu.

3. Type D (for Device handling) and notice the new menu.

```

Apple /// Utilities                               11 Sep 81
Device Handling Commands Menu                     Prefix is /UTILITIES
-----

C  — Copy one volume onto another
R  — Rename a volume

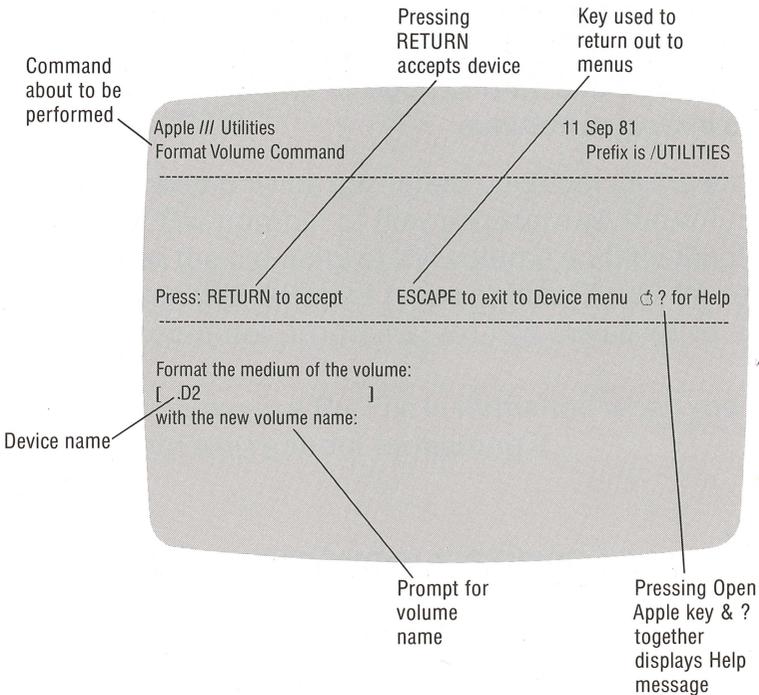
F  — Format a volume
V  — Verify a volume

L  — List devices configured
T  — set Time and date

Press:                               ESCAPE to exit           ⌘? for Help
-----
Please select a command: Format a volume

```

#### 4. Type F (for Format a volume).



The screen now displays the format “form”. The small white box sitting on the first “blank” of the form at the bottom is the cursor. Its position shows you which piece of information you need to supply. Sometimes you will see something already in the blank. This is the program’s assumption about the information you are going to provide. If the assumption is correct, you can just press **RETURN** and the cursor will move to the next blank. Otherwise, you can type the correct information and then press **RETURN**.

#### 5. Press **ESCAPE** twice to return to the Main Menu.

# Instructions

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Before you begin, it is a good idea to make a backup copy of the important disks you have—the System Utilities and Sample Files. To do this, turn to page 19 and follow the instructions in Copy a Volume.

## Format a Volume

---

Formatting a volume prepares a volume to receive and store files that you create. It also erases all information previously stored on that volume.

A volume need only be formatted once but all must be formatted. The number of files you store on the volume depends on the capacity of the volume and the length of the files. You can mix different types of files (Apple Writer, VisiCalc, computer programs, etc.) on the same volume.

Since the volume in a ProFile is formatted when you buy it, you need not worry about formatting it.

### **What you will need to format a volume:**

- System Utilities disk
- The volume you wish to format
- The Exercise booklet (if you wish to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).

**To format:**

1. Display the Main Menu. (Use the **ESCAPE** key to get to the Main Menu if you are not already there.)
2. Type D (for Device handling).
3. Type F (for Format a volume).
4. Insert the volume you want to format into any disk drive. (If you have only one drive, remove the System Utilities disk and replace it with the volume you want to format.)
5. Look at the bottom of the screen and notice the form.

device name → Format the medium of the volume:  
 .D2  
 with the new volume name:

A device name (.d2) has been supplied. If the volume you want to format is in drive 2, press **RETURN**. If the volume is in drive 1, type .d1, then press **RETURN**.

6. Look at the bottom of the screen again and notice that a volume name has been supplied.

Format the medium of the volume:  
 [device name]  
 with the new volume name: [BLANK# ] ← volume name

To accept this name, press **RETURN**. To change it, type a new name.

If the volume has not been previously formatted, the format process will begin immediately.

If the volume is not blank, you will see this message:

Is it okay to destroy all the contents of (volume name)? [Yes/No]

Type Y and the contents of the volume will be erased as the disk is reformatted. Type N and the format command will be cancelled.

When the formatting process is complete, you will see this message:

Formatting successful

If you wish to return to the Main Menu after the volume is formatted, press **ESCAPE** twice.

## Copy a Volume

---

Copying one volume onto another *reads* (retrieves) information from the source disk into the memory of the Apple III a few pieces at a time and *writes* (stores) it out to the destination disk, making an exact copy.

It is important to know how to copy a volume in order to make backup copies of disks that contain valuable information.

### What you will need to copy a volume:

- System Utilities disk
- A blank disk or one whose contents you won't mind erasing
- The Exercise booklet and the Sample Files disk (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Source** — “Source” refers to the volume you are copying *from*.
- Destination** — “Destination” refers to the volume you are copying *to*.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- Space** — This word refers to the space bar on the keyboard.
- Escape** — This word refers to the key in the upper left corner of the keyboard.

**To copy:**

(NOTE: Skip to page 24 if you have more than one disk drive.)

1. Display the Main Menu. (Use the **ESCAPE** key to get to the Main Menu if you are not already there.)
2. Type D (for Device handling).
3. Type C (for Copy one volume onto another).
4. Remove the System Utilities disk from the internal disk drive and insert the source volume (the disk whose contents you want to copy).
5. Look at the bottom of the screen and notice the form.

device name →

```

Copy the volume:
[.D2          ]
To the volume:

With the volume name:
  
```

A device name (.d2) has been supplied. Type .d1—the device name where you have inserted the source volume. Press **RETURN**.

6. Remove the source volume from the internal drive and insert the destination volume.

7. Look at the bottom of the screen again and notice that a device name has been supplied.

```
Copy the volume:
[.D1          ]
To the volume:
device name → [ .D2          ]
With the new volume name:
```

Type `.d1`—the device name where you inserted the destination volume. Press **RETURN**.

8. Look at the bottom of the screen once again and notice that a volume name has now been supplied.

```
Copy the volume:
[.D1          ]
To the volume:
[.D1          ]
With the new volume name:
→ [volume name  ]
```

To accept this name, press **RETURN**. To change it, type a new name.

**If** the destination volume is not blank, you will see this message:

```
Destroy old (volume name)? [Yes/No]
```

Type **Y** and the contents of the volume will be erased.  
Type **N** and the copy command will be cancelled.

If you type Y you will see the following message:

Insert source volume  
Type SPACE to continue; ESCAPE to quit

Remove the destination volume from the internal drive and insert the source volume. Press the space bar and follow the screen instructions.

**If the destination volume has never been formatted, you will see this message:**

Insert UTILITIES volume  
Type SPACE to continue; ESCAPE to quit

Remove the destination volume from the internal drive and insert the System Utilities disk. Press the space bar and follow the screen instructions. (Inserting the System Utilities disk in the internal drive allows the computer to get the formatting program from it in order first to format the new disk.)

Watch the screen and the program will tell you when to swap the source and destination volumes. You will do this several times depending on the amount of information being copied.

When the copy process is complete, the screen will display the message:

Copy successful

If you wish to return to the Main Menu when the copy is complete, press **ESCAPE** twice.

**To copy:**

(With an Internal and External Disk Drive)

1. Display the Main Menu. (Use the **ESCAPE** key to get to the Main Menu if you are not already there.)
2. Type D (for Device handling).
3. Type C (for Copy one volume onto another).
4. Insert the source volume (the volume whose contents you want to copy) into drive 2 (.d2). NOTE: If you are going to copy the System Utilities, leave it in drive 1 and copy *from* drive 1 (.d1) to drive 2 (.d2).
5. Look at the bottom of the screen and notice the form.

device name →

```

Copy the volume:
[.D2      ]
To the volume:

With the new volume name:
  
```

A device name (.d2) has been supplied. If the volume you are copying is in drive 2, press **RETURN**. If the volume is in drive 1, type .d1, then press **RETURN**.

6. Remove the System Utilities disk from the internal drive and insert the destination volume. NOTE: If you are going to copy the System Utilities, leave it in drive 1 (.d1) and insert the destination volume in drive 2 (.d2).

7. Look again at the bottom of the screen and notice that a device name has been supplied.

```

Copy the volume:
[.D2          ]
To the volume:
device name → [ .D1          ]
With the new volume name:
  
```

If the destination volume is in that device, press **RETURN**. If it is in some other, type the device name (.d1) or (.d2), then press **RETURN**.

8. Look at the screen once again and notice that a volume name has now been supplied.

```

Copy the volume:
[.D2          ]
To the volume:
[.D1          ]
With the new volume name:
→ [volume name      ]
  
```

To accept the volume name press **RETURN**. To change it, type a new name.

**If the destination volume is not blank, you will see this message:**

```

Destroy old (volume name)? [Yes/No]
  
```

Type Y and the contents of the volume will be erased as the volume is copied to. Type N and the copy command will be cancelled.

If the destination volume has never been formatted, you will see this message:

Insert UTILITIES volume  
Type SPACE to continue; ESCAPE to quit

Remove the destination volume from the internal drive and insert the System Utilities disk. Press the space bar and follow the screen instructions. (Inserting the System Utilities disk in the internal drive allows the computer to get the formatting program from it in order first to format the new disk.)

Watch the screen and the program will tell you what to do from here.

When the copy process is complete, the screen will display the message:

Copy successful

If you wish to return to the Main Menu when the copy is complete, press **ESCAPE** twice.

## Rename a Volume

---

A volume name is much like the name on a file folder; it should reflect the general contents of the folder.

There are a number of reasons why you might want to rename a volume. One of the most common is when the volume was formatted it was given an arbitrary name. Now that you are ready to store files on the volume you want the name of the volume to reflect the contents.

### **What you will need to rename a volume:**

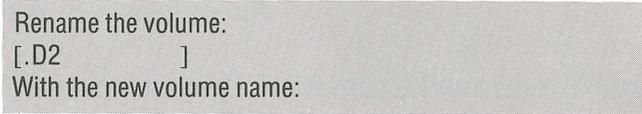
- System Utilities disk
- The volume you wish to rename
- The Exercise booklet and the Sample Files disk (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).

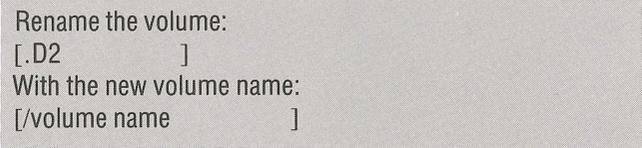
**To rename:**

1. Display the Main Menu. (Use the **ESCAPE** key to get to the Main Menu if you are not already there.)
2. Type D (for Device handling).
3. Type R (for Rename a volume).
4. Insert the volume you want to rename in any disk drive. (If you have only one disk drive remove the System Utilities disk from the internal drive and replace it with the volume you want to rename.)
5. Look at the bottom of the screen and notice the form.

device name → 

A device name (.d2) has been supplied. If the volume you are renaming is in drive 2, press **RETURN**. If the volume is in drive 1, type .d1, then press **RETURN**.

6. Look again at the bottom of the screen and notice that a volume name has been supplied.



To accept this name, press **RETURN**. To change it, type a new name (be sure to type a slash before the new name) then press **RETURN**.

**If you see this message, retype the new name with the slash preceding.**

```
/volume name/new name — Blocked volume name expected
```

When the renaming process is complete, you will see this message:

```
/old volume name — —> /new volume name
```

If you wish to return to the Main Menu when the volume is renamed, press **ESCAPE** twice.

## List the Contents of the Volume (Catalog)

---

Listing the contents of the volume allows you to look at the file names on a volume. It's rather like viewing a table of contents in a book, though, unlike the contents of a book, the page number or location of the files is not so important. The computer takes care of knowing where the file is stored. You can either list the contents on the screen for viewing or print it on a printer.

### What you will need to list files:

- System Utilities disk
- The volume you want to list
- The Exercise booklet and the Sample Files disk (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Source** — “Source” refers to the volume whose contents you are listing.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- .console** — The device name used to represent the screen display.
- .printer** — The device name used to represent the Qume printer.
- .silentype** — The device name used to represent the Silentype printer.
- Directory** — A directory is the list of file names on a volume.

## To list files:

1. Display the Main Menu. (Use the **ESCAPE** key to get to the Main Menu if you are not already there.)
2. Type F (for File handling).
3. Type L (for List files).
4. Insert the source volume containing the files you want to list into any disk drive. (If you want to list the contents of the ProFile, there will be no volume to insert.)
5. Look at the bottom of the screen and notice the form.

device name →

```
List the directory information of the files
[.D2          ]
including All directory levels; sending the listing to the file:
```

A device name (.d2) has been supplied. If the volume you want to catalog is in drive 2, press **RETURN**. If the volume is in drive 1 or in a ProFile, type .d1 or .profile, then press **RETURN**.

6. Look at the bottom of the screen again and notice the brackets around the word "All".

```
List the directory information of the files:
[.D2          ]
including [All] directory levels; sending the listing to the file:
```

Press **RETURN** to list all of the files of the volume.

7. Look at the bottom of the screen once again and notice that a device name (to which you are listing the files) has been supplied.

device name → List the directory information of the files:  
 [.D2 ]  
 including [All] directory levels; sending the listing to the file:  
 .CONSOLE

If you want to display the list on the screen, press **RETURN**. If you want to list to a Silentype or printer, type .silentype or .printer. (If the list does not print, check the Error Message section at the end of the Instruction book.)

Your screen (or printer) will list the file names as well as other information about the files. See the Apple *III* Owner's Guide for definitions of the other information contained in the Volume Directory.

If you wish to return to the Main Menu after the contents of the volume are listed, press **ESCAPE** twice.

## Copy Selected Files

---

There are several reasons why you might want to copy some of the files on a volume to another volume. One of them is the same reason you might want to make a carbon copy of your very important papers—if one gets lost or damaged you have a copy. Another reason is to share your files with someone else.

There are two ways to copy the files to another volume. One way is to copy the entire volume (see *Copy a Volume*), the other way is to copy individual files.

### **What you will need to copy files:**

- System Utilities disk
- A volume to copy from (the source volume)
- A volume to copy onto (the destination volume)
- The Exercise booklet and the Sample Files disk (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Source** — “Source” refers to the volume you are copying *from*.
- Destination** — “Destination” refers to the volume you are copying *to*.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.



7. Look at the screen. The box at the right displays the file names on the volume.



Use the up arrow key  and the down arrow key  to move the highlight bar to the name of the file you wish to copy. If you have more files than the box displays, keep pressing the down arrow key  and the file names will appear at the bottom of the box.

Press the right arrow key  to place a pointer next to the file or files you want to copy. (If you change your mind, the left arrow key  will remove the pointer.)

8. Press  when you have designated all the files you wish to copy.
9. Look at the bottom of the screen and notice that a device name has been supplied.



If the destination volume is in that device, press . If it is not, type the name of the device where you inserted the destination volume (.d1, .d2, or .profile), then a slash equals (/=) symbol. Press .

**If the destination volume has never been formatted, you will see this message:**

Insert UTILITIES volume  
Type SPACE to continue; ESCAPE to quit

Remove the volume from the internal drive and insert the System Utilities disk. Press the space bar and follow the screen instructions. (Inserting the System Utilities disk allows the computer to get the formatting program from it in order first to format the new disk.)

**If the program encounters a duplicate file name on the destination volume, you will see this message:**

Delete old /volume name/filename? [Yes/No]

Type Y to copy over the old file; type N to cancel the copy instructions.

**NOTE:** If you have only one drive, you may see this message:

Insert Source volume  
Type SPACE to continue; ESCAPE to quit

Remove the destination volume from the internal drive and replace it with the source volume. Press the space bar and follow the screen instructions. The program will tell you when to swap disks.

As each file is copied, the screen will display a message like this one:

```
/volume name/filename — —> /new volume/filename
```

If you wish to return to the Main Menu when the copying is complete, press **ESCAPE** twice.

## Delete Selected Files

---

Deleting files is like spring cleaning. You get rid of things you no longer need. Once a file has been deleted from the volume it is gone forever.

There are two ways to delete files. One is to format the volume again, thus erasing all the contents. The other way is to delete the files individually. The following instructions teach you how to delete individual files from a volume.

### What you will need to delete files:

- System Utilities disk
- The volume you want to delete from
- The Exercise booklet and the Sample Files disk (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Source** — “Source” refers to the volume you are deleting *from*.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- Write protect** — This is a mechanism in the program used to protect a file from being changed or deleted.



6. Look at the screen. The box at the right displays the file names on the volume.



Use the up arrow key  and the down arrow key  to move the highlight bar to the name of the file you wish to delete. If you have more files than the box displays, continue pressing the down arrow key  and the file names will appear at the bottom of the box.

Press the right arrow key  to place a pointer next to the file or files you want to delete. (If you change your mind, the left arrow key  will remove the pointer.)

7. Press **RETURN** when you have designated all the files you wish to delete.

8. Look at the screen for the message:

```
Directory /volume or file name
File FILE NAME          deleted
Update directory? [Yes/No]
```

Type Y if you really want to delete the files. Type N to cancel the delete instruction.

Look at the screen. If the file is write protected, you will see this message:

```
File name — Write protect error
Type SPACE to continue; ESCAPE to quit
```

Press **ESCAPE** twice to exit to the File handling commands menu and go to the instructions on “Set Write Protection”.

If you wish to return to the Main Menu when the deleting is complete, press **ESCAPE** twice.



## Write Protect Files

---

In the same way that copying helps guard against some disaster to a file, write protecting or locking does too. If you have a file whose contents you want to preserve, locking it ensures that you cannot change or delete it.

Each file has a write protect label that tells the computer it is O.K. to overwrite the file or delete it. When locked, you cannot add to the file for the label is set. When unlocked, you can add to the file or delete it.

### **What you will need to write protect files:**

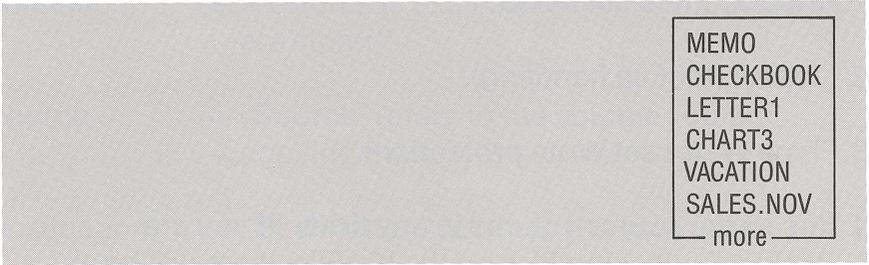
- System Utilities disk
- The volume of files you want to write protect

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Source** — “Source” refers to the volume you are copying *from*.
- Destination** — “Destination” refers to the volume you are copying *to*.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to designate the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- Write protect** — This is a mechanism in the program used to protect a file from being changed or deleted.



6. Look at the screen. The box at the right displays the file names on the volume.



Use the up arrow key  and the down arrow key  to move the highlight bar to the file or files you wish to change. If you have more files than the box displays, keep pressing the down arrow key  and the file names will appear at the bottom of the box.

Press the right arrow key  to place a pointer next to the file or files you want to lock or unlock. (If you change your mind, the left arrow key  will remove the pointer.)

7. Press **RETURN** when you have designated all the files you wish to change.
8. The screen will display this message:

Turn Write protection on? [Yes]  
(Yes to lock, No to unlock)

Look at the screen and follow the screen instructions.

If you wish to return to the Main Menu when you are finished, press **ESCAPE** twice.

Error messages: see page 84.

Typing errors: press  

# Introduction to SCP

---

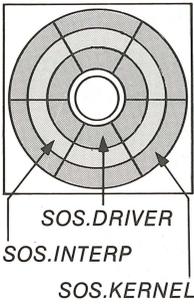
This section deals with the System Configuration Program (SCP)—a program that lets you set up communication paths between all of your hardware devices (i.e., disk drives, computer, and ProFile). You may think, “My system seems to be communicating fine right now. Do I need to use this?” The answer: Maybe not right away, but when you want to print with a Silentype or hook up a new ProFile, you will in most cases need SCP.

To understand how SCP works, you need some new terms and concepts.

The Apple III Computer takes its instructions on how to operate from the program disks you boot. Among the instructions are those that tell the computer what language it is to understand, how to respond to certain keyboard commands, and even what kinds of devices to recognize. We are concerned here only with the devices.

Each program disk includes a file that contains programs to make your computer communicate with particular devices. Because you may have a system with different devices connected, you may need to change that file. That's where the System Utilities disk and SCP come in. Through SCP, you can load that file, make changes to it, and save it back out to your program disk, thus “customizing” the program disk. When you boot that disk, all of your devices will be communicating. (Note that you can only customize disks that are not write protected. If you want to save a file to a disk that is write protected, first make a copy of the disk, then save your new file to the copy.)

A program disk like the System Utilities disk, Apple Writer III, and VisiCalc III, contains three important files that communicate information to the computer:

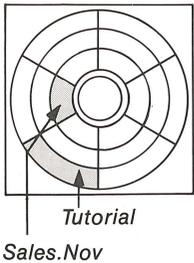


**SOS.KERNEL** — is the operating system. (SOS stands for Sophisticated Operating System.)

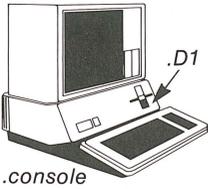
**SOS.INTERP** — enables the computer to understand the language of the program and is sometimes the program itself.

**SOS.DRIVER** — instructs the computer about the devices you have configured on your system.

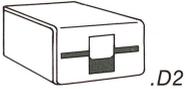
Without these three files, a disk is not a program disk.



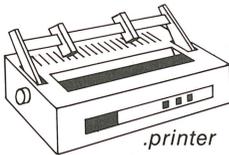
A data disk, on the other hand, contains only the files you create.



This next section deals with the SOS.DRIVER file on your program disks, and the System Configuration Program (SCP) on the System Utilities disk. The SOS.DRIVER file contains “driver” programs that manipulate devices. Each device communicates through a driver specifically designed for it. If your program disk does not have a driver program for each device you have on your system, the Apple III will not be able to communicate with that device.



There are usually 2–5 drivers in a SOS.DRIVER file. Some are standard, like the driver that connects the keyboard and monitor to the computer. If you have some other devices, however, like a ProFile rigid disk drive or a Qume printer, or if you add some later, you can customize your driver files by using the SCP on the System Utilities disk.

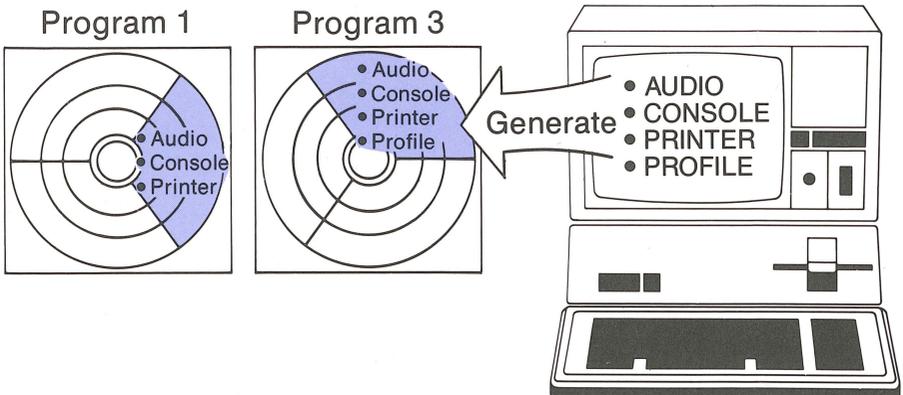
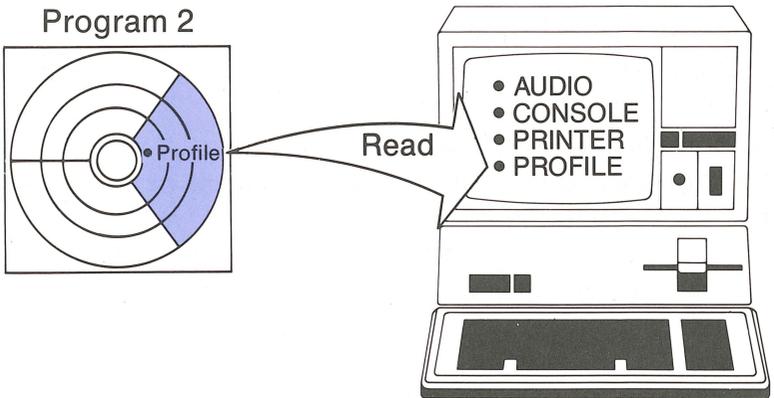
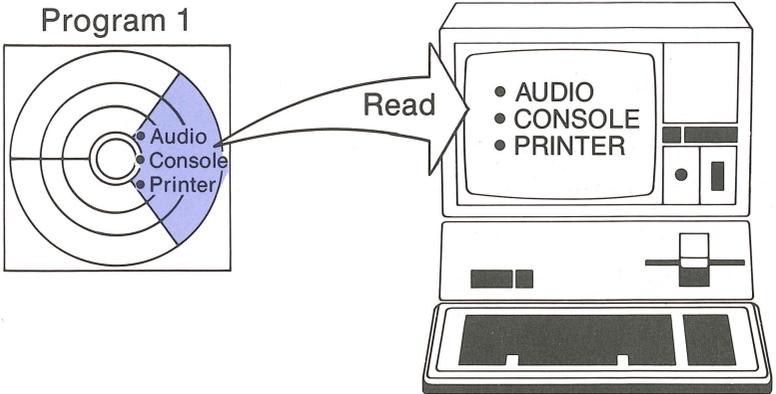


## How to Approach the SCP Instructions

---

Using the SCP you can create a new SOS.DRIVER file that contains the drivers for your particular system. In order to do this, proceed through the instructions by “reading a driver” first. Then edit or change the drivers as you need, and finally “generate” your new SOS.DRIVER file to your program disk. The diagram to the right illustrates the order in which you perform SCP functions.

“Reading a driver” loads a driver file into the memory of the computer and displays the contents on the screen. Once loaded, you can make changes to it like any other file. Any changes are made first in the memory of the computer. **Unless you generate a new system onto a disk, none of your changes will be saved onto the disk.** (NOTE: It is always a good idea to make a copy of your original SOS.DRIVER file before you generate a new one over it. To do this, see the section on copying selected files on page 35.)



## SCP Instructions

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Before you proceed with the SCP instructions, it is a good idea to refer to the section on copying selected files and copy the file SOS.DRIVER from your program disk to a data disk.

## Read a Driver

---

“Reading a driver” allows you to load the driver file of a volume in order to see its contents. There are several reasons you might want to do this:

1. to ensure that you have a corresponding driver for every piece of hardware connected to the computer
2. to add a driver that you may not have
3. to delete a driver that you do not need
4. to edit a driver

### **What you will need to read a driver:**

- System Utilities disk
- Any program disk or the Sample Files disk and the Exercise booklet (if you want to practice)

**Key words to know:**

- Driver** — A driver is a program in the file `SOS.DRIVER` that enables communication between the computer and a device.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- profile.driver** — The expression for the ProFile driver.
- .console** — The device name used to represent the screen display. It is also the expression for the console driver.
- .printer** — The device name used to represent the Qume printer. It is also the expression for the printer driver.
- .silentye** — The device name used to represent the Silentye printer. It is also the expression for the silentye driver.
- pathname** — This name combines a device name (where to find a volume) and file name (what to find from the volume).

**To read a driver:**

1. Display the Main Menu.
2. Type S (for System Configuration Program).
3. Type R (for Read a driver).
4. Insert the volume whose driver file you want to read in any disk drive.
5. Look at the top of the screen. It tells you no drivers are yet loaded.
6. Look at the bottom of the screen and notice the form.

```
Read a Driver File
Enter Pathname of Driver File
pathname → [ .D1/SOS.DRIVER ]
```

The pathname (.D1/SOS.DRIVER) has been supplied. If the volume you want to read is in drive 1, press **RETURN** . If it is in drive 2 or ProFile, type .d2 or .profile respectively. Then type a slash (/) and the file name “sos.driver” (capitalizing is not necessary). Press **RETURN** .

7. After about 15 seconds the driver file will be read. The screen will display a message like this:

```
.SILENTYPE  
.PRINTER  
.AUDIO  
.CONSOLE  
.PROFILE
```

If you wish to return to the SCP menu, press **ESCAPE**, then go on to the instructions to delete, edit, or change parameters.

If you wish to add a driver, read on.

8. Insert another volume whose driver file you want to read in any disk drive.

9. Look at the bottom of the screen and notice that a pathname has again been supplied.

```
Read a Driver File
Enter Pathname of Driver File
[.D1/SOS.DRIVER          ]
```

If the volume you want to read is in the device whose name is supplied, press **RETURN**. If it is in any other, type the device name (.d1, .d2, or .profile). Then type a slash (/) and the file name "sos.driver". Press **RETURN**.

10. The driver file will be read and the driver names will be added to those already on the screen.

When you see all the drivers you want, press **ESCAPE** to return to the SCP menu and go on to the instructions to edit, delete, or change parameters.



## Delete a Driver

---

A driver program is the necessary communication between the computer and a device. Without it there is no link between the two.

When you are creating a new driver file for your system, you may read (load) two or three SOS.DRIVER files to get all the drivers you want. As a result you may load duplicate driver names.

Because a driver program uses memory space in the computer, and because you would have no need of duplicate drivers, you will want to delete those duplicate names.

### **What you will need to delete a driver:**

- System Utilities disk
- Any program disk or Sample Files disk and the Exercise booklet (if you want to practice)

**Key words to know:**

- Driver** — A driver is a program in the file SOS.DRIVER that enables communication between the computer and a device.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- profile.driver** — The expression for the ProFile driver.
- .console** — The device name used to represent the screen display. It is also the expression for the console driver.
- .printer** — The device name used to represent the Qume printer. It is also the expression for the printer driver.
- .silentype** — The device name used to represent the Silentype printer. It is also the expression for the silentype driver.

## To delete a driver:

1. To delete a driver, you must first follow the instructions for reading a driver.

If you are seeing the “Read a driver” screen form, be sure the System Utilities volume is in the internal drive and press **ESCAPE** to get to the SCP menu.

2. Type D (for Delete a driver).
3. Look at the screen for the names of the drivers that have been read. It will look something like this:

```
.SILENTYPE
.PRINTER
.AUDIO
.CONSOLE
.PROFILE
```

4. Notice the message at the bottom of the screen. The number supplied corresponds to the highlight bar at the top of the screen.

```
Delete a driver
Select Driver to be deleted: 1
```

Type the number of any driver you want to delete. Press **RETURN**.

5. Look again at the bottom of the screen. A warning is provided.

```
Delete a driver
Select Driver to be deleted: 1
Delete (.device) Driver? [Yes/No]
```

If you type Y, the driver will be deleted. If you type N, the command will be cancelled.

When you have deleted all the drivers you wish, press **ESCAPE** to return to the SCP menu. If you wish to add a driver, edit, or generate a new system, go on to that set of instructions.

## Edit Driver Parameters

---

Drivers can be active or inactive. An active driver will enable communication between the computer and other devices; an inactive one won't. If a driver is activated, it takes up memory space in the computer; therefore, if you have an active driver in a SOS.DRIVER file but no corresponding device, you may want to make that driver inactive. (Making a driver inactive is preferable to deleting it because, while both means increase the memory space, deactivating a driver leaves the driver program on the disk.)

If, on the other hand, you have some device (i.e., a Silentype) attached to the computer, in order to use it you may have to activate the Silentype driver.

To make a driver active or inactive, you choose the "Edit driver parameters" option from the SCP menu.

### **What you will need to edit a driver:**

- System Utilities disk
- Any program disk or Sample Files disk and the Exercise booklet (if you want to practice)

**Key words to know:**

- Driver** — A driver is a program in the file `SOS.DRIVER` that enables communication between the computer and a device.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- profile.driver** — The expression for the ProFile driver.
- .console** — The device name used to represent the screen display. It is also the expression for the console driver.
- .printer** — The device name used to represent the Qume printer. It is also the expression for the printer driver.
- .silentye** — The device name used to represent the Silentye printer. It is also the expression for the silentye driver.

## To edit a driver:

1. To edit a driver, you must first follow the instructions for reading a driver.

If you are seeing the “Read a driver” screen form, be sure the System Utilities volume is in the internal drive and press **ESCAPE** to get to the SCP menu.

2. Type E (for Edit driver parameters).
3. Look at the screen for the names of the drivers that have been read. It will look something like this:

```
.SILENTYPE  
.PRINTER  
.AUDIO  
.CONSOLE  
.PROFILE
```

4. Notice the message at the bottom of the screen. The number supplied corresponds to the highlight bar at the top of the screen.

```
Edit Driver Parameters  
Select a driver to be edited: 1
```

Type the number of any driver you want to edit, then press **RETURN**.

5. Look again at the screen and notice the information displayed.

```

Apple /// System Configuration Program                11 Sep 81
Edit Driver Parameters
-----
item      field      value
1— Device Name ..... .SILENTYPE
2— Device Type ..... $41      Char, Write   (range: 00..FF)
3— Device Subtype ..... $02      (range: 00..FF)
4— Driver Status .....      INACTIVE
5— Comment

6— Configuration Block
   data

   Slot Number .....      n/a
   Unit Number ..... $00
   Manufacturer ID ..... $0001  Apple
   Block Count .....      n/a
   Version ID .....      1.04

Press:      ESCAPE to exit to top of Edit menu      ⌘ ? for Help
-----

```

**NOTE:** Each driver has several parameters, only some of which can be changed. Since you will probably be concerned only with changing the driver name (in order to shorten it) or with changing its status (active or inactive), this section refers only to ways of changing those parameters. See the Standard Device Drivers Manual for further information.

6. Notice the message at the bottom of the screen. The item supplied corresponds to the highlight bar at the top of the screen.

Edit Driver Parameters  
Select an item to be edited: Device Name

Type the number of the item you want to change. (For example, type number 4.)

7. The screen will display a message like this:

Driver Status ..... Inactive

Type A if you are making an inactive driver active; type I if you are making an active driver inactive.

Type a new name (preceded by a period) if you are changing the name of the driver.

When you have changed the parameter, press **ESCAPE** once to return to the parameter display. Press **ESCAPE** twice to return to the SCP menu. If you wish to add or delete a driver or generate a new system, go on to that set of instructions.



## Change System Parameters

---

In order to customize your program disks with information about the exact devices you have configured on your system, you may need to change the system parameters.

Though there are several changes you can make to your system, the most likely need for changing system parameters is to add a ProFile rigid disk drive or a second or third floppy disk drive to your system configuration.

### **What you will need to change system parameters:**

- System Utilities disk
- Any program disk or Sample Files disk and the Exercise booklet (if you want to practice)

**Key words to know:**

- Driver** — A driver is a program in the file SOS.DRIVER that enables communication between the computer and a device.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- profile.driver** — The expression for the ProFile driver.
- .console** — The device name used to represent the screen display. It is also the expression for the console driver.
- .printer** — The device name used to represent the Qume printer. It is also the expression for the printer driver.
- .silentye** — The device name used to represent the Silentye printer. It is also the expression for the silentye driver.

## To change system parameters:

1. To change system parameters, first follow the instructions for reading a driver.

If you are seeing the “Read a driver” screen form, be sure the System Utilities disk is in the internal drive and press **ESCAPE** to get to the SCP menu.

2. Type C (for Change system parameters).
3. The screen will display a message like this:

```

-----
1—Number of Disk III Drives ..... 2
2—Peripheral Slot Assignment
3—Standard Character Set ..... STANDARD.CHAR
4—Keyboard Layout ..... SHOLES

5—Invert Standard Character Set
6—Change All System Parameters
-----
  
```

4. Notice the message at the bottom of the screen. The parameter supplied corresponds to the highlight bar at the top of the screen.

Change System Parameters

Select Parameters to be Changed: Number of Disk III Drives

Type the number of the item on your system that you want to change.

**NOTE:** If you are changing your system parameters to accommodate a ProFile rigid disk drive, you will need to select number 2 “Peripheral Slot Assignments”.

5. Look again at the screen and notice the information displayed. At the bottom is the name of a parameter to be changed followed by a colon. Enter the appropriate information—a name or a number.

**NOTE:** In the case of ProFile, type the number next to .profile, then enter the slot number where you have put the ProFile interface card (usually slot 4).

6. When you have changed the parameter, press **ESCAPE** to return to the system parameters display.

**If you want to change another parameter, type the number for it and repeat steps 4 and 5.**

**If you want to return to the SCP menu, press **ESCAPE**. If you wish to add, edit, or delete any driver or generate a new system, go on to that set of instructions.**



## Generate a New System

---

Generating a system, like saving a file, writes the information you have in the computer memory onto a disk.

When you have used the commands in SCP to define a SOS.DRIVER file that contains the drivers for your particular Apple III system, you will need to generate this file onto your *program disks* in order to configure the program disks for your system. When you boot the program disk, all of your devices will be communicating with one another.

One precaution is advisable: Make a copy of your original SOS.DRIVER file on another volume using “Copy selected files” instructions. If something happens to the new file, you will always have old files from which to recreate another.

### **What you will need to generate a new system:**

- System Utilities disk
- Any formatted disk (usually a program disk)
- Sample Files disk and the Exercise booklet (if you want to practice)

**Key words to know:**

- Volume** — A volume is a disk on which computer files are stored.
- Device** — A device is any piece of computer hardware, other than the computer itself. A disk drive or a printer is an example of a device. Devices may be built-in or may be external.
- .d1** — This is the device name used to represent the internal disk drive (drive 1).
- .d2** — This is the device name used to represent the first external drive (drive 2).
- .profile** — The device name used to represent the ProFile rigid disk drive.
- profile.driver** — The expression for the ProFile driver.
- .console** — The device name used to represent the screen display. It is also the expression for the console driver.
- .printer** — The device name used to represent the Qume printer. It is also the expression for the printer driver.
- .silentype** — The device name used to represent the Silentype printer. It is also the expression for the silentype driver.



If you are generating your new driver file to a program disk, you will see this message:

(device name)/SOS.DRIVER already exists. Delete? [Yes/No]

This is a warning that an old SOS.DRIVER file exists and you may change your mind. If you type Y, the new SOS.DRIVER file will replace the old. Type N and the command will be cancelled.

4. If you type Y, you may see another message like this:

File is write protected. Delete anyway? [Yes/No]

This is another warning. Again, you have the opportunity to change your mind. Typing Y will replace the old file with the new one.

After generating the new SOS.DRIVER file to your program disk, you will need to boot that disk in order to load in the new drivers. You can do this even if you are still seeing some screen display of the System Utilities. To do this:

1. Remove the System Utilities disk from the internal drive and insert the volume with the new SOS.DRIVER file.
2. Hold down the **CONTROL** key and push the **RESET** key behind the top right edge of the keyboard.

The new program including the new SOS.DRIVER file will be loaded into the computer.

You have now completed the steps to configure your Apple III system and program disks. You may use this book at any time as a reference to the commands of the System Utilities disk that handles files, disks, and your system configuration.

## Error Messages

---

An error message is the program's way of letting you know that a command cannot be performed. The messages are listed here, in alphabetical order, with possible causes and what to do about them. Also, if a rule applies, it is stated. If you receive a message not on this list, consult Appendix A in your **Apple III Owner's Guide**.

Characters in volume name must be alphanumeric or period

When this could happen: While formatting a volume.

**It could be that:**

You have too many characters in the volume name.

**If so:**

Type the volume name again.

The volume name contains unrecognized symbols.

Retype the name.

- Rule:**
1. The volume name can contain a combination of 15 characters.
  2. The first character **MUST** be a letter.
  3. Other characters must be letters, numbers, or periods.

Command not recognized. Type ? for Help

When this could happen: While copying files.

**It could be that:**

The command is not understood.

**If so:**

Check the command — retype.

(device name) — Two volumes with same name on-line

When this could happen: While listing files.

**It could be that:**

You copied one volume onto another and accepted the name the program assigned. Then you tried to list the files of the copy.

**If so:**

Rename the copied volume or put the copy in drive 1 and list the files of the volume in drive 1.

Device not on-line

When this could happen: While formatting a volume.  
While copying a volume.  
While copying files.  
While printing.

**It could be that:**

When you typed the device name, you typed something other than .d1, .d2, etc.

**If so:**

Retype the device name.

The device you selected has no corresponding driver configured in the Apple III.

Use the System Configuration Program to add or activate the driver.

- Rule:**
1. You must precede a device name with a period.
  2. The boot diskette must contain an active driver for the device you are addressing; otherwise, the Apple III can't "talk to" the device, even though it may be plugged into the computer!

ESCAPE cannot be used to exit this menu; use Quit instead

**When this could happen:** When you are at the Main Menu or the SCP Menu.

**It could be that:**

You pressed the **ESCAPE** key too many times.

**If so:**

From the Main Menu, select an option, or to load another program, insert the new program and press **CONTROL** **RESET** .

You attempted to leave the SCP Menu.

Type Q to return to the Main Menu.

First character of volume name must be alphabetic

**When this could happen:** Anytime you are formatting or renaming a volume.

**It could be that:**

You typed a period, space, slash, or number as the first character of a volume name.

**If so:**

Retype the volume name making sure the first character is a letter.

- Rule:**
1. The volume name can contain a combination of 15 characters.
  2. The first character **MUST** be a letter.
  3. Other characters must be letters, numbers, or periods.

## FILE "SOS.KERNEL" NOT FOUND

When this could happen: Anytime you are trying to boot the system.

**It could be that:**

You did not have a program disk (like the System Utilities) in the internal drive.

**If so:**

Insert a program disk in the internal drive and press

.

GENERATE not performed. Quit anyway? [Yes/No]

When this could happen: While editing a driver.  
While deleting a driver.  
While adding a driver.  
While editing system parameters.

**It could be that:**

You read the driver; then after adding, deleting, or editing a driver, you tried to return to the Main Menu.

**If so:**

back to the SCP Menu and type G for Generate a New System, or type Y. (You will not have created a new file.)

**Rule:** Whenever working with the SCP to create and save a new SOS.DRIVER file, follow this order:

1. Read a Driver.
2. Edit/Delete/Change Driver or Change System Parameters.
3. Generate New System.

You cannot do Step 2 without doing Step 1 first. If you do not do Step 3, you will not have saved the modifications.

### Insufficient memory to read the file

**When this could happen:** While reading a driver file.  
While deleting a driver.  
While editing a driver.

**It could be that:**

You tried to read more drivers into memory than there is memory space available.

**If so:**

Press **ESCAPE** to return to the SCP Menu. Quit to return to the Main Menu. Then select SCP and read the driver file of the volume you could not previously read.

**Rule:** The computer memory is limited. If you want to see more drivers than memory will hold, you must go back out to the Main Menu and come back in to SCP and read other driver files.

## Invalid SOS pathname

When this could happen: While copying a volume.  
While reading a driver file.  
While renaming a driver file.

**It could be that:**

The specified pathname does not comply with the rules. A common error is more than 15 characters in a name.

The printer you specified is inactive.

The driver for the printer you specified is not present on the boot diskette.

**If so:**

Make sure that the name starts with a letter and has no more than 15 characters.

Using the System Configuration Program, make the printer active.

Using the System Configuration Program, add a driver.

**Rule:** Regarding pathnames: A pathname is simply a device or volume name followed by a file name, separated by a slash (/). For instance: /DEVICE NAME/FILE NAME or /VOLUME NAME/FILE NAME

No device drivers have been read. You must use the "Read" option first

**When this could happen:** While deleting a driver.  
While editing a driver.  
While changing system parameters.

**It could be that:**

You tried to skip a step and went directly to editing, deleting, or changing system parameters.

**If so:**

**ESCAPE** to the SCP Menu and read a driver.

**Rule:** Remember the order in which you must modify drivers or system parameters. ALWAYS read a driver first.

No files match this name

**When this could happen:** Just about anytime you are trying to load, copy, delete, or write protect files.

**It could be that:**

There are no files on the source volume. It is a blank formatted disk.

**If so:**

Insert the proper source volume and try again.

You misspelled the file name.

Catalog the volume and retype the file name.

You did not type the device name correctly and you pressed the up arrow key

Type the device name preceded by a period and press the up arrow key **↑**.

**↑**.

No room on volume

When this could happen: When copying files.

**It could be that:**

You tried to save data onto a volume that was almost full.

**If so:**

Save onto another formatted disk.

Please pick a selection from the menu

When this could happen: Anytime you are selecting an option from a menu.

**It could be that:**

You pressed the space bar or another key not on the menu selection.

**If so:**

Look at the menu again and select one of the option numbers or letters.

Please type Y for yes or N for no

When this could happen: Anytime you are prompted to select Y or N.

**It could be that:**

You pressed something other than Y or N.

**If so:**

Follow the prompt displayed on the screen — type Y or N.

## Retry

When this could happen: When you are starting out and booting the system.

**It could be that:**

The internal drive door wasn't properly closed.

The disk wasn't inserted properly.

The Apple /// wasn't "warmed up".

The data on the disk has been lost.

**If so:**

Open and close the drive door and press **CONTROL** **RESET**.

Reinsert the disk and press **CONTROL** **RESET**.

Leave the machine on, wait for about 5 minutes, and press **CONTROL** **RESET**.

Try booting with another disk.

Type the new device name: 15 characters, the first a “.”, the second alphabetic, the rest alphanumeric

When this could happen: While renaming a driver file.

**It could be that:**

While editing a driver file, you tried to rename it without typing a period first.

**If so:**

Retype the name following the rule stated in the error message above.

Volume name/File name — File not found

When this could happen: While copying selected files.

**It could be that:**

You forgot to precede the device name with a period and you pressed **RETURN**.

**If so:**

Type a period and then the device name. Press the up arrow key **↑**.

The file name is misspelled.

List the contents of the volume to check the proper spelling and retype.

The file is not on the volume in the device you specified.

List the contents of the volume.

You did not precede the volume name with a slash (/).

Retype using /Volume name.

**Rule:** 1. You must precede a device name with a period.  
2. File names must match exactly the name on the disk.

## VOLUME NAME/FILE NAME — Blocked volume name expected

When this could happen: While renaming a volume.

**It could be that:**

You did not type a slash (/) before the volume name.

**If so:**

Retype  
/volume name/new name/  
and press .

## Volume not found

When this could happen: When renaming, copying, or formatting a volume.

**It could be that:**

The door to the disk drive was open.

**If so:**

Close the door.

The file is not on the volume.

Catalog the contents of the volume to see if the file is there.

The volume name is misspelled.

If you're not sure, catalog the volume to check spelling.

## Write protect error

When this could happen: Anytime you are trying to copy to a master or boot a disk.

**It could be that:**

The volume you are trying to copy to (the destination) is write protected.

**If so:**

Look at the disk — is there a notch cut out on the right side? If there is not, the entire disk is write protected and you should get another disk. If there is a silver tab over the notch, remove the tab.

## Wildcard not used correctly

When this could happen: When copying files.

**It could be that:**

When you typed the source device, you typed .device name/= . (Two equal signs.)

**If so:**

Retype the device name, being careful to type device name and press the up arrow key  .

When you typed the destination device, you left off the slash (/) and the equal sign (=) at the end.

Retype the device name with a /= at the end.





20525 Mariani Avenue  
Cupertino, California 95014  
(408) 996-1010  
TLX 171-576  
030-0384-A

