

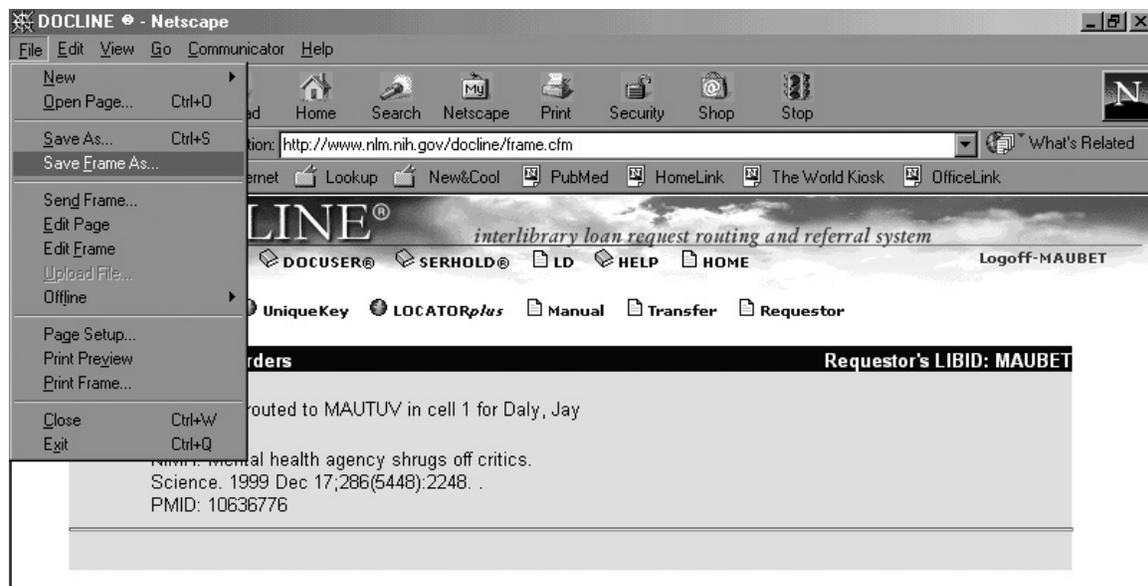
Manual Save Instructions for Netscape Users

If you can't (or don't want to) install Internet Explorer 5.01, you can manually perform the saving of files using Netscape. It's a little more work, and it's also fairly easy to forget to save the transaction each time (which was the primary motive for developing the QDPortal program to begin with) but it can be done.

[It's also possible to manage this interim period by storing transactions in your current copy of DOS QD. This involves doing data entry both in the Web DOCLINE, and then later in DOS QD --- as non-DOCLINE Requests using either the <N>on-DOCLINE choice on the Main Menu or the <A>dd Records to Files (BACKLOAN and BACKBORR) in the Loan Ledger. Remember to create old DOCLINE style Request Numbers, and to make them unique, since the new QD4Win database will require a unique request number.]

To begin saving files manually in Netscape, first create two new directories just off the root of your C:\ Drive. The new folders should be called QDBorrow and QDLoan, respectively.

Then, after each request has been routed, remember to save the information at the DOCLINE Requests screen. Click File, then "Save Frame As":



Wherever your File Open box begins, click the "Up" folder symbol until you get to the root directory. From there, choose the QDBorrow folder by clicking twice to open it. Type in a new file name, using the request number and adding .txt as the extension.



Follow the same steps for Receipts, using QDLoan instead of QDBorrow. In the Receipt screen you'll be saving the Full Display version, since that's the only one available.

For LOANSOME DOC Receipts, be sure to save them to QDBorrow, not QDLoan.

To record action on LEND Requests, use the "File - Save Frame As" method on the DOCLINE Requests Updated screen. Save the file in the QDLoan folder with the file name "UP" + first request number + ".txt, which would be Up22523.txt in the case above.

It's a bit more troublesome than the automatic QDPortal method, but for those who are in situations where it's not possible to load the IE5 files, this process (or the data entry in old QD) can provide for continuity during the transition period.