

# LIBRARY MASTER™

for Windows

Version 4

**Network Guide**

**The power tool for creating bibliographies and  
managing references, research notes and  
catalogs**

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## **Chapter 1: Special Features of the Network Version**

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The Library Master Network Version allows multiple users to search and edit the same database on a local or wide area network. Individual users can save their own personal preferences. Security features restrict access to databases and only allow read-only access to online library catalogs and other public databases.

### **Network Requirements**

The Network Version of Library Master for Windows is compatible with most network operating systems. The file server must support long file names. It works with networks with dedicated file servers, such as Novell, Windows NT and Windows 2000, as well as peer to peer networks, such as LANTASTIC, Windows 95 and Windows 98.

Workstations must run Windows 95, 98, 2000 or NT 4.0 or later.

### **Network Version Special Features**

#### **Special Capabilities**

The Network Version has several special capabilities not found in the single user version:

- Up to the licensed number of users can run the program at the same time.
- Each user can save personal program preferences.
- Up to the licensed number of users to access the same database at the same time.
- Multiple users can edit and search the same database at the same time. Changes made by one user are visible to other users.

## User File Location

Each user must have a private location in which to store personal files. This folder normally should be on a local hard drive on each workstation. If the User File location is on the file server, it must be a different folder for each user.

The following files are stored in the User folder:

- Search Criteria files
- Merge Map files
- Personal preferences file (LMW.PRM)
- Temporary files created while the program is running

## Multiple-User Databases

The power of Library Master on a network is unleashed when several users access the same database. Multiple users can search and edit the same database, without being aware that anyone else is using the database. However, there are a few limitations to multiple-user database operation, which are important to understand.

### Full Multiple-User Operations

Multiple users can perform the following operations on the same database:

| Operation:    | Restrictions:   |
|---------------|---|
| <b>Browse</b> | A user may browse a database while other users are browsing, searching and generating reports from the database. If another user adds or edits a record, other users will see the changes the next time that the record is displayed. Only one user may browse a given Subset at a time.  |
| <b>Search</b> | A user may browse a database while other users are browsing, searching and generating reports from the database. If another user adds or edits a record, other users will see the changes the next time that the record is displayed. If records are changed, they may no longer meet the search criteria. Only one user may search a given Subset at a time. |

| Operation:                      | Restrictions:   |
|---------------------------------|---|
| <b>Generate Report</b>          | A user may browse a database while other users are browsing, searching and generating reports from the database. If another user adds or edits a record while the report is being generated, the report will reflect the changes only if the record has not already been put in the report. Only one user may use a given Subset at a time. |
| <b>Add Records</b>              | If two users begin adding records at the same time, they will be assigned different record numbers. Thus new record numbers may not be sequential. When a record is saved, the record and index entries are immediately available to other users.   |
| <b>Edit Records</b>             | Two users may edit different records, but they may not edit the same record at the same time. If a user tries to edit a record that is being edited by another user, an error message indicates that the record is already being edited. Changes to a record are shown the next time other users view the record.                           |
| <b>Delete Records</b>           | Two users may delete different records at the same time. A record being edited or deleted by another user cannot be deleted. A record may be deleted while other users are searching or browsing the database.  |
| <b>Export Records</b>           | A user may export records while other users are browsing, searching and generating reports from the database.   |
| <b>View Field Contents List</b> | When the cursor is moved in the list, the table is automatically updated to reflect any changes to the database.  |

### Limited Multiple-User Operations

The following modes may only be used by one user at a time with a given database:

| Operation:            | Restrictions:   |
|-----------------------|---|
| <b>Merge Records</b>  | Other users may use the source database without restriction while a user is merging from it. Other users may not add, edit or delete records in the destination database, until the merge is complete. All merged records appear sequentially at the end of the database.   |
| <b>Import Records</b> | Other users may not add, edit or delete records in the destination database, until the merge is complete. All imported records will appear sequentially at the end of the database. Only one user may edit an Import Filter at a time, but any number of users may import to different databases with the same Import Filter. |

### Exclusive Operations

The following operations may be performed by only one user on a database:

| Operation:                       | Restrictions:   |
|----------------------------------|---|
| <b>Modify Database Structure</b> | No other user may have the database open.   |
| <b>Repair Database</b>           | No other user may have the database open.   |
| <b>Rename Database</b>           | No other user may have the database open.   |
| <b>Delete Database</b>           | No other user may have the database open.   |
| <b>Use Subset</b>                | Only one user can browse, search, generate a report, export or save a given Subset at a time. |

| Operation:   | Restrictions:                                  |
|--|--|
| <b>Edit Format File, Style Sheet, Sort Order File or Import Filter</b> | Only one user can edit a given file at a time. |

### Command Line Parameters

#### Starting Library Master from a Command Prompt

When starting Library Master from a command prompt, optional command line parameters may be used. The program can be started from with a command in several ways:

- From the Windows Start Button, select Run, then enter the command.
- Open a command prompt from the Windows Start button, by selecting Start, Programs, Command Prompt. Enter the command at the command prompt.
- Include the parameters as part of the command line in a Shortcut on the Windows Desktop.

The following sample command prompt opens the Books database as a read-only database:

```
LMW Books /readonly
```

#### General Parameters

The following general command line parameters are useful in many network configurations:

| Parameter:      | Result:   |
|-----------------|---|
| <i>database</i> | Open the specified database. The database name may be optionally followed by a User ID password, each separated by a forward slash and no spaces. For example:<br><br>LMW books/smith/hg3uw |

| Parameter: | Result:  |
|------------|--|
| /readonly  | Open the program as a read-only program. Databases can only be viewed, not edited. |
| /nosplash  | The program starts without displaying the Library Master start up splash screen.   |

### Network Version Parameters

The following parameters are only available for the network version:

| Parameter: | Result:   |
|------------|---|
| /single    | Start the network version as single user program. This disables network sharing.  |
| /system    | Read and save preferences to the system folder. Use this when you want to set system-wide preferences. If the program is started without this option, the network version saves any changes in preferences to each user's personal User folder. |

## Chapter 2: Installing the Network Version

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In order to best use the database sharing features of the Library Master Network Version, a different installation procedure should be used than that used for the single user version.

### Overview of Network Installation

Installing Library Master on a network requires the following steps:

1. Plan the locations of program files and configure drive mappings to the shared network drive.
2. Log on to the network with Administrator rights.
3. Disable any virus checking software and shut down any other programs that are running.
4. Install the program on the file server.
5. From the Windows Start button, select Run. Run Library Master with the "/system" command line parameter and set any default preferences desired for all program users.
6. Log on to each workstation and run NetSetup on the workstation to configure the workstation to allow access to Library Master.

### File Locations

#### Planning the File Locations

Before installation, plan where you want to install each type of file used by the program. Some files must be installed on a shared drive on the network and others may be on a local drive on the individual workstations:

| File Type:          | Description   | Location:  |
|---------------------|---|--|
| Program Files       | Library Master program files.   | Usually a shared network drive.  |
| Databases           | Library Master databases  | Either a local or network drive.   |
| Database Templates  | Model database structures used to create new databases.   | A shared network drive.  |
| Generate Mode Files | Files that define the report layout: Format Files, Style Sheets and Sort Order Files.                                 | Usually a shared network drive.  |
| Reports/ Documents  | Reports generated by the program and documents created by a word processor in which Library Master formats citations. | Usually a local drive. This can be the normal folder used for documents on a special one for Library Master. |
| Import Filters      | Files that define the characteristics of files to be imported from other programs.                                    | Usually a shared network drive.  |
| Import Source Files | Database and text files for other programs that can be imported into a Library Master database.                       | Either a local or network drive.   |
| User Files          | Temporary files, personal preferences, Search Criteria Files, Merge Map Files, and other personal files.              | Must be a local drive. <b>Warning: The program may not operate correctly if this is a shared drive.</b>      |

## Networks With a Dedicated File Server

Virtual drive mapping on the file server must be consistent for all users who run Library Master from a network file server. For example, if the databases are installed to a shared path "H:\PROGRAMS\LMW\DATA", all users must have access to the network drive as drive H:.

The virtual drive mapping command depends on the network operating system. On Novell networks, use the MAP command. On Microsoft networks, use the NET USE command or use Windows Explorer, then right mouse click on the drive icon, then select Sharing to create a shared drive.

## Peer to Peer Networks

Library Master can be used on peer to peer networks, such as LANtastic, Windows 95 and Windows 98, in two ways:

- **Install the program on one computer and treat it as a file server.** The virtual drive mapping should be the same for all users. For example, if the program is installed on the physical drive C: and remote users access the drive as drive H:, all users should access the program on virtual drive H:. The local user should not run the program from drive C:. Instead create a virtual drive H: on the local computer and run Library Master from that drive just like the remote users. Since some versions of Windows 95 do not allow a user to use the NET USE command on the local computer, the SUBST command may be used instead.
- **Install Library Master separately on each computer.** Users can still access databases on remote computers and the virtual drive mapping does not matter. This provides more flexibility for users but less control for the network administrator. It also makes installing maintenance versions and upgrades more time consuming since they must be installed on each computer rather than on a single file server.

## Folder Access Rights

After installation, access rights in certain folders can be limited to read-only access for program users.

| File Type:          | Access Rights:   |
|---------------------|--|
| Program Files       | Read-only for security.  |
| Databases           | Full access rights, if users are allowed to create and edit databases. Read-only if databases are read-only.   |
| Database Templates  | May be read-only.  |
| Generate Mode Files | Full access rights, if users are allowed to create and edit Format Files, Style Sheets and Sort Order Files. Read-only if users are not allowed to change these files. |
| Reports/ Documents  | Full access rights.  |
| Import Filters      | Full access rights, if users are allowed to edit Import Filters. Read-only if users are not allowed to change these files.   |
| Import Source Files | Full access rights.  |
| User Files          | Full access rights.  |

### Installing Library Master on the File Server

Follow these steps to install Library Master on the file server:

1. Insert Library Master Disk 1 in any floppy drive.
2. Click on the Start button on the Windows TaskBar, then choose Run.
3. Enter "A:\SETUP". If the disk is in a drive other than A:, use the correct drive letter instead of "A:".
4. When the installation program asks for the location in which to install Library Master, enter the drive and full path of the desired location on the network file server (e.g. "H:\PROGRAMS\LMW").
5. When the installation program asks for the location in which to install various program files, enter the file locations specified above. The User Files folder be on a local drive on the workstation or a private network path unique for each workstation.

6. After installation is complete, test the program to ensure that it works correctly.

### Configuring Default Program Preferences

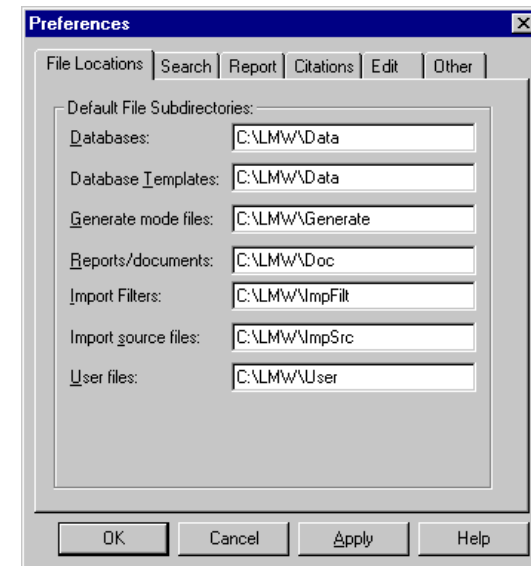
Follow these steps to configure defaults to be used by all program users:

1. Log on to the network with a network User ID and password that allows all access rights to all Library Master folders.
2. Start Library Master with the "/system" command line parameter. This forces any preferences to be the defaults for all users, rather than for the individual computer. There are two ways to do this:
  - If you are running the program from the computer from which Library Master was installed on the network file server, select "Library Master System Setup" from the Library Master group in the Start menu.
  - From the Windows Start button, select Run. Enter in the edit box:

`d:\drive\LMW /system`

In place of `d:\drive`, enter the actual path where the Library Master program was installed on the file server.

3. From the Edit menu, choose Preferences. The Preferences dialog opens.



4. Choose the appropriate tab for the program preferences you want to set for all program users. See the chapter "Selecting Program Preferences" in the *Reference Manual* for the various preferences.
5. Choose OK to save the program preferences.
6. From the File menu, choose Exit to exit the program.

## Workstation Setup

### The Workstation Setup Program

It is not necessary to reinstall the entire Library Master program on each computer that will access the program on the file server. However, a minor configuration must be done before running the program on a workstation.

The "NetSetup" Workstation Setup copies various DLLs to the workstation, creates the User Files folder specified during the program installation, initializes the private user files and sets up Library Master on the start button.

**Do not run NetSetup from the computer that was used to install Library Master on the file server.**

### Setting up a Workstation to Use Library Master

On each computer that will use Library Master, follow these steps to set up the program:

1. Click on the Start button on the Windows TaskBar, then choose Run.
2. Enter "*d:\path\NetSetup*". Instead of *d:\path* enter the actual location in which you installed the Library Master program on the file server (e.g. "H:\PROGRAMS\LMW\NetSetup"). The Library Master Workstation Setup program starts.
3. When the installation program asks for the location in which Library Master was installed, enter the actual path in which you installed the Library Master program on the file server (e.g. "H:\PROGRAMS\LMW"). Normally the default is correct.

### Batch Workstation Setup

If you start the NetSetup program with the "/silent" command line parameter, the user is not prompted for the program or Library Master

document directories. The program directory is assumed to be the same directory as the NetSetup program and the document directory is taken from the default preferences.

## Uninstalling the network version

### To Uninstall Library Master

To uninstall Library Master, click on the Windows Start button, then choose Program, Library Master, Uninstall.

### Uninstall Results

The result of uninstalling the Library Master network version depends on the computer from which the Uninstall program is run:

| Computer:   | Uninstall Results:   |
|---|--|
| Computer Which Installed the Program on the File Server | Program is uninstalled from the file server.   |
| Workstation   | The support files on the workstation are uninstalled. The installation on the file server is not affected. |

