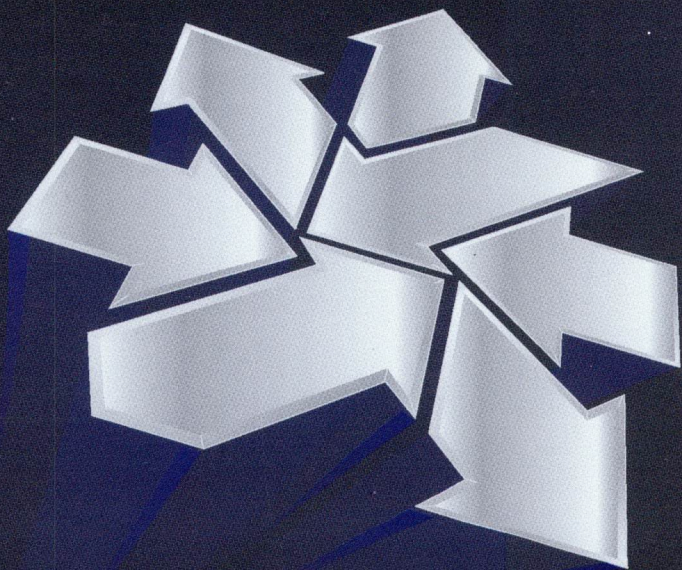


# THE OFFICIAL FREENET SURVIVAL GUIDE



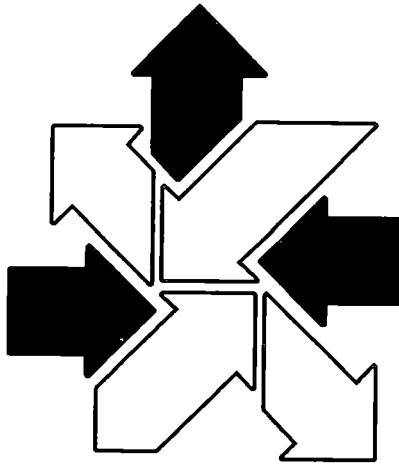
NCF

" GET CONNECTED TO THE  
INFORMATION REVOLUTION  
THAT IS CHANGING THE  
FACE OF OUR PLANET."

NATIONAL CAPITAL FREENET

# **The OFFICIAL FreeNet Survival Guide**

# The OFFICIAL FreeNet Survival Guide



National Capital FreeNet Inc.  
c/o Carleton University  
1125 Colonel By Drive  
Ottawa, Ontario K1S 5B6

---

# The Official FreeNet Survival Guide

Survival Guide concept and first version:  
**Al Seaman**

Modifications by the Help Desk Team:

**Matthew Darwin**  
**Colin Dickinson**  
**Pat Drummond**  
**Miranda Gray**  
**Ben Kennedy**  
**Heather MacFadyen**

Copy Editor:  
**Heather MacFadyen**

Additional Assistance:  
**Don McCallum**

Layout and Design:  
**Matthew Darwin**

Cover Design by:  
**Michael Zahab, True North Designs**

Printed and bound in Canada by:  
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**All proceeds from the sale of this Guide go to support the National Capital FreeNet, a community-run, not-for-profit organization.**

---

# Quick Reference

## ***Mailing Address:***

National Capital FreeNet  
c/o Carleton University  
1125 Colonel By Drive  
Ottawa, Ontario  
K1S 5B6

## ***E-mail:***

general queries: [ncf@freenet.carleton.ca](mailto:ncf@freenet.carleton.ca)  
information server: [info-request@freenet.carleton.ca](mailto:info-request@freenet.carleton.ca)  
help desk: [help@freenet.carleton.ca](mailto:help@freenet.carleton.ca)  
registration assistance: [office@freenet.carleton.ca](mailto:office@freenet.carleton.ca)

## ***Dial Up Access:***

up to 2400 bps: (613) 564-3600  
up to 14.4 Kbps: (613) 564-0808  
10 minute express (up to 14.4 Kbps): (613) 564-0670

## ***Internet Access:***

telnet: [freenet.carleton.ca](telnet://freenet.carleton.ca)  
gopher: [gopher.ncf.carleton.ca](gopher://ncf.carleton.ca)  
world wide web: <http://www.ncf.carleton.ca/>

## ***Office:***

e-mail: [office@freenet.carleton.ca](mailto:office@freenet.carleton.ca)  
phone: (613) 788-3947 (9 a.m. to 4 p.m. Eastern Time)

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# Preface

The National Capital FreeNet is a computer-based information sharing network. Its goal is to link the people and organizations of this region, provide useful information, and enable an open exchange of ideas with the world. Community involvement makes FreeNet an important and accessible meeting place, and prepares people for full participation in a rapidly changing communications environment.

NCF is a not-for-profit organization that provides a way for individuals to share data within the region and enables organizations to deliver community services and information. The heart of a Free-Net is a central computer network dedicated to storing and retrieving thousands of information files and relaying thousands of electronic messages each day among members and organizations.

Anyone can use the FreeNet from home or the office by using a computer, modem, and standard telephone line. Easy access is also available at public terminals located in community spaces such as libraries and schools.

There is no charge to be a registered user or information provider on the National Capital FreeNet. NCF is free to use, but not free to run. The NCF operates on donations, sponsorships, and grants from individuals, businesses, organizations, and institutions. This generous financial support along with the work of volunteers in the community makes NCF one of the most active Free-Nets in the world.

## The Official FreeNet Survival Guide

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To find out more about sponsoring and contributing the National Capital FreeNet, type **go funding** at any "Your choice ==>" prompt. To register as a volunteer, type **go helpers** at any "Your choice ==>".

If you would like to contribute right away, use the donation form included in this guide.

Ce guide est aussi disponible en français.

---

# 1

## About the Survival Guide

The purpose of this guide is to provide new users with some of the essential information that they will need in order to use the National Capital FreeNet (NCF) effectively.

### Survival Guide Conventions

There are some conventions used in this guide that should be noted before starting.

1. Most (but not all) FreeNet commands require that the user type a string of characters and then press the **RETURN** key (sometimes called the **ENTER** key) in order to tell FreeNet to execute the command.

This guide assumes that you will press the **RETURN** key after the commands. When you are reading a file online, a **RETURN** is not required at the "Shown 0%, press SPACE for more, 'q' to quit, or 'h' for help" prompts.

2. When a specific string of characters is required for a command, it is always shown in bold. When entering the command, type it exactly as it is shown: do not add or remove spaces, and do not change from upper to lower case letters, or vice versa.

3. When a set of instructions includes the words **go somewhere**, type the words "go somewhere" (without the quotation marks), and then press the **RETURN** key.

## The Survival Guide On-line

This guide is currently available in two forms: on-line and in print. Copies of the on-line Survival Guide can be found in the *Help Desk* menu, and the *New to the Net* menu. It can also be accessed directly by **go survival**.

Once you find the correct menu entry and select it, you will be presented with a menu containing the different chapters of this guide. While it might seem logical that FreeNet would display only the section you choose, this is not the case.

Each chapter is contained in one large file. When a menu item is selected, FreeNet skips the earlier sections (if any), begins with the section you have selected, and then will continue to the end of the chapter. If you are not interested in subsequent sections, simply press **q** to quit reading the file. Other commands are available while reading files. Press **h** for "help" to get a complete list.

## The Survival Guide in Print

This guide is available in a printed format. While not always as up to date as the on-line guide, it is a valuable reference for those getting started with FreeNet.

Copies of the guide can be found:

- at FreeNet Public Access Stations throughout the region
- in the Reference section of many libraries in the Ottawa Area.

You can also purchase your own copy:

- at public meetings
- by mail-order from the FreeNet Boutique

For more information about the FreeNet Boutique and the products it sells, log on to FreeNet and **go shopping**.

## The Survival Guide on Diskette

The Survival Guide is also available on diskette for both the Mac and DOS/Windows systems. It also can be obtained from the FreeNet Boutique.

For more information about the FreeNet Boutique and the products it sells, log on to FreeNet and **go shopping**.

## In Conclusion

The information in this guide is intended to meet only the essential needs of a new user. When you have mastered the information here, you should be reasonably proficient in using all of the services of FreeNet and should be able to avoid discouraging pitfalls.

---

# 2

## Modem Setup

### Required Equipment

Anyone with a home computer, a modem, and a communications package can connect to one of FreeNet's lines/modems by using ordinary phone lines. You may also use a terminal and modem.

In order for two computers to communicate via the telephone system, each must be equipped with a device called a modem. A modem is a piece of electronic equipment that allows a computer to send and receive information over the telephone lines.

For the communication process to work, your modem and NCF's modems must be compatible. Fortunately, industry standards have been established and users need to make decisions about only a few primary functions.

### Modem Speed

FreeNet's modems are standard asynchronous modems, designed to move one character at a time, and will operate at speeds from 300 to 14,400 bps. Your modem



should be compatible with one of these speeds. Choose the highest speed your modem supports.

FreeNet supports the international CCITT standard for data compression (which is called V.42bis) on its higher speed (14,400 bps) lines.

## Modem Settings

It will be necessary to set the data format in your communications package. Use 8 data bits, no parity, and one stop bit (known as 8N1). Data rate and data format can usually be set by switches on the modem or through software commands. See your communications package manual for more information about this process.

If you are using a slower speed modem (2400 bps or less), set flow control to NONE.

XON/XOFF flow control (referred to as "software" control) allows you to use control codes to stop and start the flow of data to your terminal. This is not recommended for modem connections to NCF.

If you have a 14,400 bps modem, set your software to Hardware Flow Control (RTS/CTS) and make sure Software Flow Control (XON/XOFF) is turned off. While 14,400 bps modem manuals often recommend setting the port speed to 57,600 bps, the higher speed modems at FreeNet have been set to 38,400 bps.

---

# 3

## Terminal Setup

In order to use NCF, you need a modem and, at the very least, a "dumb" computer terminal. A "dumb" terminal operates like a teletype; it accepts characters from the keyboard and displays characters on the printer or a screen. Most people, however, use a personal computer and a software package that makes the computer act like or "emulate" a particular type of computer terminal.

### Terminal Types

The first time you log on, FreeNet sets your terminal type to be a vt100. NCF recommends that you set the terminal emulation setting in your communication software to match. If vt100 or vt102 is not available, select ANSI. Some of the more common terminal types are vt52, vt100, vt102, ANSI, and Wyse. NCF will work with any of these terminal types, but some facilities on FreeNet may not work properly unless you select vt100 terminal emulation.

Selection of the emulation mode is controlled by your software—read your manual for the details that apply to your system.

### Terminal Settings in Your Program

In addition, there are a couple of other things that should be set whether you are using a terminal or a computer with emulation software.

The first time you log on to FreeNet, the vt100 default size will be set to 24 lines and 80 columns. Set your program's terminal settings to match.

The "local echo" should be turned off; this is the same as selecting full duplex operation. FreeNet receives the characters you type and sends them back to you.

The option to convert "carriage returns" to "carriage return + line feed" should also be turned off. These can be accomplished by using switches or software commands; again, consult your manuals.

If you don't use a touch tone phone, select pulse dialling.

### Summary of Basic Program Settings

Program Setting	All Modems
Data bits	8
Parity bits	None
Stop bit	1
Duplex	full
Terminal emulation	vt100/vt102/vt220
Terminal size	24 lines, 80 columns
Local echo	off
Conversions (CR to CRLF)	off
Destructive Backspace	off

## Terminal Setup

Program Setting	Slower Speed Modems	Higher Speed Modems
Phone number	564-3600	564-0808/564-0670*
Modem speed	up to 2400 bps	up to 14,400 bps
Port speed	same as modem	38,400 bps
Flow control	none	hardware

\* The 564-0670 number is for 10 minute sessions only.

---

# 4

## Logging on to FreeNet

Once your modem and terminal are set up properly, the next step is to try logging on.

The National Capital FreeNet has three telephone numbers: (613) 564-3600 for slower speed modems (up to 2400 bps), (613) 564-0808 for higher speed modems (up to 14,400 bps), and (613) 564-0670 for higher speed modems limited to ten minutes per log on. Lower speed modems may call the phone number for higher speed modems if no lower speed modems are available.

Normal long-distance charges will apply if you call from outside the Ottawa-Hull dialling area.

### General Information

As of March 1995, NCF has 96 lines available at the 564-3600 number, 64 lines at the 564-0808 number, and 9 lines at the 564-0670 number. When you dial any NCF number, the first free line in the group will answer your call.

However, there are now over 39,000 registered users plus a large number of guest users, all trying to use the same 169 lines. As a result, busy signals are inevitable at peak times.

More lines will be added from time to time, but the NCF must balance user demands with the amount of money available to pay for new lines.

Off-peak hours are 1:30 a.m. to 7:30 a.m. The busiest time is during the evening hours. There are thousands of members dialling at the same time and it may take 30 minutes or more to connect to a free line.

## Dialling FreeNet

On older equipment you may have to dial NCF manually. On most equipment, you will be able to add NCF's telephone number to a dialling directory and the modem will dial the number automatically. Consult your hardware and software manuals.

Use automatic redialling if your terminal emulation software supports it. If the lines are busy, the software will make the modem hang up, will dial again, and then will repeat this cycle until a NCF line is free.

There are two methods of automatic redialling. Some software packages can detect a true busy signal and will initiate the redial only when the busy signal occurs. Other software packages may not detect the busy signal, but simply time out if a connection, including modem handshaking, is not completed within a defined period. If your software operates in this way, make sure the time out period before redialling is set to 30 seconds or more.

## Connecting to NCF

Shortly after the NCF line answers, the speaker of your modem should make a high pitched tone. This is a good sign.

After that, you should hear a harsher squawk as the two modems begin a "handshaking" process to sort out who is doing what and to synchronize. Once that is complete, the speaker will be silent and some indication that a connection has been made should appear on your screen. Again, a good sign.

If you are connecting to the slower speed lines (564-3600), the next step is to enter several **RETURNS** at half second intervals. Generally three are required, but five or more may be needed. These carriage returns enable the FreeNet to verify your character format and baud rate. If your baud rate is 2400 bps or lower, the NCF computer will automatically switch to the right speed. If you are connecting to the higher speed lines (564-0808), these carriage returns are not required.

## How to Log On

Once you are connected, FreeNet will begin the log on procedure and start sending text to your screen. A typical logon will look like this:

```
Trying freenet3...  
Connected to 134.117.1.22.
```

In a moment or two you will see the message:

login:

At that point, type either **guest** or your user id. Be sure to use lower case characters. If you make a mistake, don't try to delete the error and correct it: the corrections won't be accepted. Simply press **RETURN**, and after getting a fresh login prompt, try again.

If you are a registered member, you will see a second prompt.

Password:

At this point, enter your password. Type carefully and duplicate exactly the sequence of upper and lower case letters and numerals of your password. These characters will not be displayed on the screen.

If you make a mistake, don't try to delete the error and correct it: the correction won't be accepted. Simply press **RETURN**, and once you see a new login prompt, try again.

Once you have logged on correctly, you should see the NCF logo, the message of the day, and then the NCF main menu.

Note: you have 60 seconds to log on successfully.

## Time Limits

Virtually everyone, whether guest, registered user, or volunteer, has 60 minutes in each session. If you want more time, you will have to log on again. There is also a two hour per peak time per day time limit for registered users.



Five minutes before your time elapses, FreeNet will warn you that you should finish up and log off. If you do not heed this warning and log off, your session may be terminated while you are in the middle of something. You will also be warned when you have two minutes left, and then again at one minute.

Once logged off, you are at liberty to try to log on again.

You can find out how much time you have used by typing **time** at the "Your Choice ==>" prompt. Both the amount of time you have used and the amount you have left will be displayed.

## Where to Go for Help

If you have problems, type the following commands (followed by the **RETURN** key) at any "Your Choice ==>" prompt:

Go Command	Menu Area
go newuser	information for new users
go help	this Survival Guide, Help files, and the Help Desk.
go modem	help with modems.
go pc-user	a discussion of IBM PC computers and clones
go macintosh	a discussion of Mac computers
go amiga	a discussion of Amiga computers
go atari	a discussion of Atari computers

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Consult the four computer groups if you are having problems related to a specific type of computer. Regular readers of these newsgroups are always more than willing to help another member with a problem—it's called the FreeNet spirit!

---

# 5

## Navigating Menus

Once you get to the *Main Menu*, you are ready to explore the National Capital FreeNet and to look for the information that interests you.

Here is the *Main Menu*:

```
<<< The National Capital FreeNet--Main Menu >>>
```

- 1 About The National Capital FreeNet...
- 2 Administration...
- 3 Post Office...
- 4 Public Discussion...
- 5 Social Services, Health, & Environment Centre...
- 6 Community Associations...
- 7 The Government Centre...
- 8 Science, Engineering and Technology Centre...
- 9 Schools, Colleges and Universities...
- 10 The Newstand...
- 11 Libraries...
- 12 Special Interest Groups...
- 13 The Communications Centre...
- 14 Professional Associations...
- 15 The Help Desk...
- 16 Espace francophone du Libertel...

```
-----  
h=Help, x=Exit FreeNet, p=previous, u=up, m=main
```

```
Your Choice ==>
```

# Elements of a Standard Menu

Each FreeNet menu has three standard parts.

### *The Menu Header*

The first part of the menu is the title. The title is enclosed in angle brackets and is on the first or second line.

Under the title, there may be a **go command**. By entering the go command at the "Your Choice ==>" prompt, you can move to the menu at any time. For example:

```
Your Choice ==> go main
```

or

```
Your Choice ==> go funding
```

### *The Menu Body*

The second part of the menu is a list of numbered subjects. To choose an item, simply enter in number and press **RETURN**:

```
Your Choice ==> 1
```

If a line has no number beside it, it cannot be selected.

### *The Menu Trailer*

The third part of the menu begins with the line of dashes. Directly under this line is a list of commands that are valid at any "Your Choice ==>" prompt.

**h=Help**: Provides basic help about the menu system.

**x=Exit FreeNet**: Ends your FreeNet session.

**p=previous**: Returns to the menu you looked at just before viewing the current menu. If you were not at a menu

previously, or if you typed **m**, this command will not do anything.

**u=up**: Goes to the parent menu of the current menu. If there are multiple parent menus, you will be prompted for which one you'd like to look at.

**m=main**: Returns you to the *Main Menu*.

The last line of the menu is the "Your Choice ==>" prompt. Anything you type while viewing a menu will appear after this prompt.

**Important Notice:** After typing anything on the "Your Choice ==>" line, you must press the **RETURN** key to tell FreeNet that you are finished typing and you want the command to be executed. FreeNet will either execute the command or give you a reason why it can't be executed. The most common reason commands can't be executed is a typing mistake, so check your spelling and try again.

## Menu Identifiers

Each menu line contains some conventional symbols or extensions that indicate what will happen when you select that item. This sample menu will be used to illustrate the most common items:

- 1 About this menu
- 2 Read the newsgroup (ncf.just.for.fun) >>>
- 3 A menu of things...
  - A bunch of information (via gopher)
- 5 Look up information about users <?>

Selecting a line that just has a topic and no extension will result in the display of an information file. The file will be displayed one screen full (page) at a time, with a prompt to

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press **SPACE** to display the next page. If you don't want to see all of a file, press **q** to exit from it. Menu item 1 is an example of this convention.

Selecting a line that contains the ">>>" extension will result in the display of a newsgroup under the control of the newsreader. This is covered more fully in the *Using Newsgroups* section. Menu item 2 is an example of this convention.

Selecting a line that has the "..." extension will result in the display of a sub-menu that will give you further numbered choices. You may need to select several successive menu items before you find exactly what you want. Menu item 3 is an example of this convention.

Selecting a line that has the "(via gopher)" or "(via WWW)" extension will result in the starting of a Gopher or Lynx client. For more information about these, see the *Help with Internet Services* section. [Lynx is still undergoing testing and documentation is not yet available]. Menu item 4 (the line with the number missing) is an example of this convention.

Selecting a line that has the "<?>" extension will result in the system asking you a question and then printing some information. If you accidentally selected an item like this, pressing the **RETURN** key should return you to the menu. Menu item 5 is an example of this convention.

Here's a summary of these extension, plus a few less common extensions:

Type of menu entry	Extension
Information file	
Sub-menu	...
Starts specified Newsgroup	>>>
Connects to another computer	(via telnet)
Starts a Gopher client	(via gopher)
Starts a Lynx Client	(via WWW)
French text in an English menu	*fr
English text in a French menu	*en

If a menu item has no number, you will not be able to execute it. If you choose it anyway, an information file explaining why the item is not accessible will be displayed.

## Go Commands

In addition to using numbers to move through the menus to find a topic, you can use direct access commands to get to some items in one step. These are called "go commands". Not all menus have go commands, but most of the important ones do.

A go command can be entered at any "Your Choice ==>" prompt. Both

```
Your Choice ==> go main
Your Choice ==> go home
```

will return you to the *Main Menu*.

If you're reading the printed version of this guide, see Appendix A for a listing of all the go commands. If you're on-line, simply enter **go** at any "Your Choice ==>" prompt to get the complete list.

## Other Commands

There are a few other commands on FreeNet that will make your life easier. These commands are simply typed at the "Your Choice ==>" prompt:

Command	What it does
mail	starts the mailreader
send	sends mail (same as typing <b>s</b> while in the mailreader)
time	prints the time of day and how long you've been logged on
who	displays a list of who is logged on to FreeNet
find	finds a user using his or her name
lookup	looks up a user's information in the database

These commands can also be abbreviated to their first letters. Type **?** at any "Your Choice ==>" prompt for a list of all the valid commands.



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# 6

## Becoming a FreeNet Member

While you can log into FreeNet as a guest and access to most of the information, participating in the newsgroups or sending e-mail requires that you have your own FreeNet account.

The process of becoming a member is quite simple. The essential features are: you must sign an agreement that you will abide by the normal rules of conduct for NCF; you must provide some details on where you live; you must also provide a piece of valid identification (cheque, drivers license, etc...); and lastly, you must mail (via Canada Post) the signed forms and identification to the NCF office. Full details of the process and the forms are available on-line, and may be found by typing **go register**.

Problems with registrations should be addressed to the FreeNet office:

- e-mail: office@freenet.carleton.ca
- phone: (613) 788-3947 (9 a.m. to 4 p.m. Eastern Time)
- post: National Capital FreeNet  
c/o Carleton University  
1125 Colonel By Drive  
Ottawa, Ontario K1S 5B6

Some of the information from the registration menu and a sample registration is included below.

### The FreeNet Member Agreement

This user agreement is current as of April 1, 1994. Check the on-line registration (go register) for the most recent forms.

*In consideration for the use of the National Capital FreeNet Computer System (the "System"), and the efforts of National Capital FreeNet Inc. ("NCF") and its Board of Directors (the "Board") to develop and maintain the System, I understand and agree to the following:*

- 1. That the use of the System is a privilege which may be revoked by the Board of Directors of the System at any time for abusive conduct or fraudulent use. Such conduct would include, but not be limited to, the placing of unlawful information on the system, the use of obscene, abusive or otherwise objectionable language in either public or private messages, or violation of this Agreement. The Board of the National Capital FreeNet will be the sole arbiter of what constitutes obscene, abusive, or objectionable language.*
- 2. That the National Capital FreeNet reserves the right to review any material stored in files or programs to which other Members have access and will edit or remove any material which the Board, in its sole discretion, believes may be unlawful, obscene, abusive, or otherwise objectionable.*
- 3. That all information services and features contained on the National Capital FreeNet are intended for the private use of its patrons, and any commercial or*

unauthorized use or publication of those materials, in any form, is expressly forbidden.

4. That all information contained on the National Capital FreeNet is placed there for general informational and entertainment purposes and is, in no way, intended to refer or be applicable to any specific person, case, or situation.
5. That the National Capital FreeNet and its Board does NOT warrant that the functions of this system will meet any specific requirements I may have; nor that it will be error free or uninterrupted; nor shall it be liable for any indirect, incidental or consequential damages (including lost data, information or profits) sustained or incurred in connection with the use of, operation of, or inability to use the system.
6. To abide by such rules and regulations of system usage as may be set down from time to time by the Board of the National Capital FreeNet.
7. In consideration for the privilege of using the National Capital FreeNet and in consideration for having access to the information contained on it, I hereby release the National Capital FreeNet, its Board of Directors and operators, and any institutions with which they are affiliated, for any and all claims of any nature arising from my use, or inability to use, the National Capital FreeNet.
8. To indemnify the NCF and its Board for any loss suffered to them by reason of my improper use of the System, and to compensate anyone harmed by my abusive use of the system.

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9. That the information provided on the System is offered as a community service and is not a substitute for individual professional consultation. Adequate professional guidance for making important personal decisions cannot be provided through an electronic format of this type. Advice on individual problems should be obtained personally from a professional. I agree: (1) that I understand this Agreement; (2) that by using the System, I am not seeking to establish a doctor/patient, lawyer/client, or similar relationship with any of the Information Providers or other Members; and (3) that the Information Providers and NCF can rely on my promises in this paragraph (and elsewhere on this form) as an inducement to provide information on the System.
10. That I will not allow another person to use my Member ID and Password; nor will I attempt to obtain or use more than one Member ID, except as authorized in special circumstances by the National Capital FreeNet.
11. All registered Members of the National Capital FreeNet must provide accurate information on their application forms. Pseudonyms, nicknames, 'handles' or false names are not allowed—use your real name. Failure to provide accurate information may result in denial of system access. Willful misrepresentation or deliberate attempts to conceal or forge information may result in legal action against you.
12. The National Capital FreeNet prohibits all unsolicited advertising, both direct and 'broadcast', except in the case of non-commercial advertisements posted only in the news groups reserved for such purposes.

## On-line Registration

The first step in becoming a Member of the National Capital FreeNet is to complete your "On-Line Registration" which includes reading the Membership Agreement, filling in personal information, receiving your Member ID and setting your Password. Please read the Membership Agreement carefully—it is a legal document—and failure to abide by the rules of the Agreement may result in cancellation of your account. You will also be given the opportunity to pledge a donation to help support NCF.

If you have ALREADY completed an On-Line Registration, do not do another! Read the menu item "About becoming a member" and the menu item "View list of people with incomplete registrations".

\*\*\* Do you wish to continue by reading the Membership Agreement (yes/no)? y

-----  
Part 1: Read the Membership Agreement  
-----

Please read the Agreement carefully. This is a legal document, and failure to abide by it may result in cancellation of your NCF account.

End of File, Press RETURN to quit

-----  
Part 2: Fill in the Registration Form  
-----

Your registration information, except your name, will be kept confidential.

After we have recorded this information, and after you have written down your Member ID and your Password, select Item #3 on the menu—"Mail-In Confirmation"—to complete your registration.

You will need to write down your Member ID and your password. Get a pencil and paper ready now.

\*\*\* Do you wish to continue with filling in the registration form (yes/no)? y  
[ac\_onlinereg-2.1]

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<<< National Capital FreeNet Registration Program>>>

Enter your real name (Firstname Lastname) the way you would like it to appear (i.e., Jane Q. Public). What you enter will be used exactly as-is, so make sure it is in the correct format (i.e., not "john smith" or "Smith, John" but rather in correct form: "John Smith"). Be careful of spelling, capital letters, and make sure your First Name is First.

Please—no nicknames, 'handles' or false names; use your real name.

Enter your full name: Joe A. User  
We received: "Joe A. User"  
Is this correct? Type "y" or "n": y  
Checking for existing accounts using the name: Joe A. User  
Please wait ...

Affiliation/Company/Organization (if applicable):  
>>> Acme Inc  
We received: "Acme Inc"  
Is this information correct? Type "y" or "n": y

Your Date of Birth and mother's Maiden Name are requested for identification should you lose your Member ID or password.  
THIS INFORMATION WILL NOT BE SHOWN IN THE MEMBERS DIRECTORY.

Enter your Date of Birth (Year Month Day, YYYY MM DD, e.g. 1967 07 01)  
>>> 1967 10 04  
We received: "1967 10 04"  
Is this correct? Type "y" or "n": y

Enter your Mother's Maiden Name: Jane Q. Public  
We received: "Jane Q. Public"  
Is this correct? Type "y" or "n": y

You will now enter up-to five lines that are your address.

You will be given two lines for the Street Address, which means your Apartment Number and/or Street Number and/or Street Name. (You will be prompted for an optional second line of Street Address.) After the two Street Address lines, you will be prompted for the city, province/state, and postal/zip code.

Street Address (line 1 of 2):  
>>> 123 Wrong Way, apt F  
We received: "123 Wrong Way, apt F"  
Is this correct? Type "y" or "n": y

Street Address (optional line 2 of 2):  
>>>

City: Ottawa  
We received: "Ottawa"  
Is this correct? Type "y" or "n": y

Province/State: Ontario  
We received: "Ontario"  
Is this correct? Type "y" or "n": y

Postal/Zip Code: K1E 7X5  
We received: "K1E 7X5"  
Is this correct? Type "y" or "n": y

Country: Canada  
We received: "Canada"  
Is this correct? Type "y" or "n": y

Daytime Phone Number: (613) 555-9020  
We received: "(613) 555-9020"  
Is this correct? Type "y" or "n": y

Evening Phone Number: (613) 555-9999 2090  
We received: "(613) 555-2090"  
Is this correct? Type "y" or "n": y

FAX (if available):

Other E-mail Address (if available):

### Donation:

The National Capital FreeNet is a community-based communication and information system. Although it is a free system to use, it is not free to run. Please give generously to keep this service free and accessible to everyone in our community. The NCF is a non-profit corporation and any donation that you make will be used to improve the quality of our service. No donation is too small, or too large...we suggest \$25 as a good place to start. You may enclose a cheque when you send us your Mail-In Confirmation to activate your account.

Amount of Donation you will enclose: 25  
We received: "25"  
Is this information correct? Type "y" or "n": y

Although the National Capital FreeNet is primarily English at this time, we intend to make it multilingual.  
What language would you prefer to use on the FreeNet? French  
We received: "French"  
Is this correct? Type "y" or "n": y

You must now enter a Password that will be assigned to your account when it is activated. You should change your Password once your account is activated and you are logged into the system. You must remember your Password exactly (including any upper or lower case letters you use) in order to get on the system. Your initial Password must be at least 6 characters long and must contain both letters and numbers in the first 8 characters. Only the first 8 characters of your password are used.

Enter a password: af7df9  
Retype the password: af7df9

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This is the information you have given:

NAME: Joe A. User  
PASSWORD: af7df9  
ADDRESS:  
    123 Wrong Way, apt F  
    Ottawa, Ontario K1E 7X5  
    Canada  
DAYTIME PHONE NUMBER: (613) 555-9020  
EVENING PHONE NUMBER: (613) 555-2090  
AFFILIATION: Acme Inc  
PREFERRED LANGUAGE: French  
DATE OF BIRTH: 19671004  
MOTHER'S MAIDEN NAME: Jane Q. Public

DONATION: 25

Is all of this information correct? (Y or N) y

Please get a pencil and paper ready to write down your NCF Member ID and your personal Password. Get ready to write these down now...

Press RETURN to Continue:

Your NCF Member ID (account number/userid) will be 'cb247'.

Your NCF Member ID (account number/userid) will be: cb247

----- Your personal Password is: af7df9

Write your Member ID and Password down in a safe place right now.

To verify your NCF Member ID and personal Password,

type your NCF Member ID at the login: prompt below.

type your personal Password at the Password: prompt below.

```
>>> login: cb247
We received: "cb247"
Is this correct? Type "y" or "n": y
>>> Password: af7df9
We received: "af7df9"
Is this correct? Type "y" or "n": y
```

NCF Member ID 'cb247' and personal password 'af7df9' confirmed.

Write down your NCF Member ID cb247 and your personal password af7df9

After writing these down, you may proceed to Item #3 on the menu -

"Mail-In Confirmation"-to complete your registration.

Press RETURN to Continue:

Remember to complete the Mail In forms and send them to us!

Press RETURN to Continue:

## The Mail-in form

After you have completed the on-line registration, NCF needs two things from you to complete the process. You



will need your Member ID (**not** your personal Password—your Member ID) from the on-line registration.

You **MUST** send in:

1. A signed copy of the following form on a standard size sheet. (See Appendix B). This can be handwritten or typed.

I have read, understood, and agree to abide by all the clauses and provisions in the National Capital FreeNet Membership Agreement.

Signed: \_\_\_\_\_  
(Signature) (Member ID)

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_  
(If under 18 years of age)

2. For identification purposes, send any **one** of the following:
  - a) donation on a personal cheque (containing your name and address);
  - b) a void personal cheque (containing your name and address);
  - c) a photocopy of your Drivers License (with name and address);
  - d) a photocopy of a utility bill (telephone, cable, hydro, etc.) containing your name and address;

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— If you are under 18 years of age —

- e) any of the above forms of identification for your parent or guardian.

In rare cases, it may be impossible to supply one of these forms of documentation, please contact the NCF office at (613) 788-3947 and arrange to visit us in person.

Mail the document format from above (please remember to fill everything out and include your signature) along with a donation cheque OR other listed form of identification to:

National Capital FreeNet  
c/o Carleton University  
1125 Colonel By Drive  
Ottawa, Ontario  
K1S 5B6

Or drop off your documents in person at the NCF office:

Room 1409 Dunton Tower  
Carleton University  
1125 Colonel By Drive  
Ottawa, Ontario

### **Donations support NCF:**

The National Capital FreeNet is a community-based computer information and communication system. Although it is free to use, it is not free to run and it does rely on the generosity of you and your community for its operation. The NCF is a non-profit corporation and any donation that you can make will be used to improve the

quality of service it provides. No donation is too small or too large.

Donations may be sent along with your registration form. Thank you!

## Using Your Account

User ids are activated when you have provided BOTH the necessary information on-line AND we have received the piece of paper with your user id and signature in the mail. Both are necessary.

You will NOT receive any notification from us when your user id is activated. To know when your account is activated, try from time to time to log on using your user id and password. You may also log on as a guest and use the "find" command to see if your account has been created.

We will activate your account as soon as possible, using the new user id given to you in Step 2 and the temporary password that you have provided. A normal processing time is three weeks from the day you mail in your piece of paper. (The office receives over 100 registrations/day.) If you have any questions or problems, you can call us at (613) 788-3947.

When we have received your user id and your signature at the office, we will activate your account and you can log on using your new user id. The first thing you should do is CHANGE YOUR PASSWORD. (To change your password, type **go password** and then select the appropriate menu item.)

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Until we have received your user id and signature and your account is activated, feel free to use the National Capital FreeNet as a guest. The opening login screens give all the information you need to connect.

---

# 7

## FreeNet Setup

Once you have logged on and learned to navigate NCF menus, you need to ensure that NCF is set up to match the characteristics of your terminal or terminal emulator.

First, at the command line, enter **go config**. This will take you to the *Set Environment Parameters* menu where you can select the appropriate items. Your environment parameters are options you may set to customize the system to your needs. Options that you set are valid only for this current session unless you make them permanent by typing **save** at the "Your Choice ==>" prompt or select a menu item to save them.

Once you have saved them, they will be remembered and used for all your sessions until you change them and save them again.

### Set your Interface Options

You may also reach this menu by typing **go interface**. The options you can change are listed. A "Y" indicates that the option is set. An "N" indicates that the option is not set.

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The following show the default settings when you first log on to FreeNet:

```
Y 1 Confirm commands (such as "exit")...
Y 2 Display detailed reminders of commands...
Y 3 Display menu after each menu selection...
Y 4 Pause between screenfuls when displaying lengthy text...
Y 5 Display newsgroup contributor name...
N 6 Enable arrow keys and single-letter newsgroup commands...
N 7 Show only favList groups with new articles...
```

Once you are familiar with the menu commands and wish to speed up your sessions, change to the following settings: "N" for 1,2,3 and "Y" for 4,5,6,7. If you prefer them, be sure to save them before logging off or they will be lost. Note that arrow keys are required in many of FreeNet's services.

Shortcut commands are listed beside some options. They can be typed at any "Your Choice ==>" prompt and have the same effect as the menu choice. You may type the **save** shortcut command to save them for future sessions.

### ***Confirm commands***

**(confirm/noconfirm)** This option is a safety feature. FreeNet will ask you to confirm your intentions before it performs certain commands such as **q** to quit and **x** to exit. More experienced users will turn this option off to speed up the display. You ALWAYS get a confirmation question when logging out of FreeNet regardless of your choice in this option. If you want to leave NCF without a prompt, turn off confirmations and type **quit** instead of **x**.

### ***Display detailed reminders of commands***

**(pause/nopause)** If this option is set, FreeNet displays a list of available commands after each menu selection. You will

be prompted to press **RETURN** to continue. Turn this option off to display information much faster. If you forget the commands, you can still see them by pressing **h** for help.

### ***Display menu after each menu selection***

**(showmenu/noshowmenu)** If this option is set, FreeNet displays a detailed menu each time you return to it. If you turn this option off, the menu is only displayed when you first enter it. You can still see the detailed menu by pressing the **RETURN** key.

### ***Pause between screenfuls when displaying lengthy text***

**(page/nopage)** If you clear this option, FreeNet displays mail and news items without stopping at the end of your screen (defined by your terminal size option). It is often easier to use the **nopause** command to turn off paging temporarily in order to capture some information to a file or to print it, and then turn paging back on by typing the **pause** command.

### ***Display newsgroup contributor name***

You may wish to see the authors' names when you are displaying lists of articles in newsgroups and SIGs. If you set this option, it takes more time to display.

### ***Enable arrow keys and single-letter newsgroup commands***

**(cbreak/nocbreak)** Setting this option allows you to type **n** to display the next message or **s** to send e-mail without having to type the **RETURN** key. This also enables arrow keys, which are a useful way to move around the screen and

make selections in newsreaders and gophers (rather than using menu numbers followed by the **RETURN** key).

### ***Show only favList groups with new articles***

If you select this option, the FavList newsreader only allows you to read groups that have unread news in them. FavList is a selection in the Communications Center that allows you to read the newsgroups that you have selected as your favorites (known as a "fav" list). For more information, see "Defining a Fav List" in the section "Using Newsgroups".

### ***Set option controlling discussion group starting position***

There are several alternative ways to position your starting point when you enter a newsgroup. The default position is set to the first unread article (articles that you have already read are remembered by FreeNet. For example, you may set this option to start at the first unread article following the last "read" article. Or the first new article since that last time you exited from the group.

## **Set Your Default Editor**

Return to the *Set Environment Parameters* menu and select this item. This menu may also be reached by typing **go editor** at any "Your Choice ==>" prompt.

There are several choices here: Pico 2, 3, and 4, Chet's Editor, and the line editor. It is highly recommended that you choose an on-line editor. You will need the editor any time you prepare a mail message, or post to a newsgroup, or edit files in your working directory.



The mail system has a very simple line editor built in, and the system will use it unless you select another editor. If you are using a basic teletype or similar terminal then choose this option. This is the default editor and it is awkward to use.

If you have a more capable terminal (vt100 for instance), we recommend that you select a version of Pico. This is a straight forward text editor that does automatic word wrapping at the end of a line, moves the cursor with the arrow keys, and has a small menu at the bottom of the edit screen that displays the available commands. Note that the **^** symbol in the Pico commands means the **CTRL** key, i.e., **AK** to delete a line means hold down the **CTRL** key while pressing the **k** key.

The Pico-2 editor is the basic version of this editor. Pico-3 is essentially the same editor with commands added to do cut, copy, and paste functions. (For most users, Pico-3 is the best choice.) Pico-4 is the same as Pico-3 using different control keys for editing functions. Some terminals have trouble using the control key combinations used as commands in Pico-3. These much needed enhancements have been provided by Mark Buchler (ad476). Report any problems with the Pico editors to Mark directly.

Chet's Editor is also available and has many more features than Pico, but it also takes a lot more learning before one becomes a proficient user.

For more information on using the editors, type **go help** at any "Your Choice ==>" prompt and look for *Help with Editors*.

### Set Your Terminal Type

Return to the *Set Environment Parameters* menu and select this item. You may also reach this menu by typing **go terminal** at any "Your Choice ==>" prompt.

The default FreeNet terminal type is vt100. If you are using a real computer terminal, find the type on the displayed terminal list that matches what you are using and select it. If you are using a TTY terminal, choose the "dumb" terminal type. If you are using a computer with emulator software that has been set to vt100 as recommended, you do not need to make a setting, since it is the default for new members.

The vt100 terminal is restricted to displaying 24 lines of 80 characters. If you wish to display other than 24x80 on a vt100 terminal, you must select the terminal "vt100-ncf". If for any reason your emulator is not set for vt100, then select something from the menu that matches the emulator. If your terminal and FreeNet don't match, screen displays may look garbled or have extra characters.

In order to run some of the programs on NCF (i.e. Pico and Chet's Editor) you will need more than a basic terminal. If the program requirements exceed the capability of the terminal you have selected, you will see the diagnostic "Incomplete Termcap Entry".

## Your Terminal Characteristics

Return to the *Set Environment Parameters* menu and select this item. Most of the default settings should be right for your use, so it is recommended that you do not change most of these parameters.

Your Backspace key is the default character erase key for new members. This option selects which key that will delete the character to the left of the cursor. If your Backspace key is printing "^H" instead of erasing characters, select *Set your Character Erase Key* to "Backspace". On some keyboards, the key labelled "Backspace" sends a "Delete" key code, so you may have to select the "Delete" option in order to use the "Backspace" key.

The default interrupt/break key is **Ctrl+C** (type the **c** key while holding the **CTRL** key). This is used to interrupt or exit from many FreeNet services before they have finished.

You can set an option to use spaces if your terminal does not expand tabs properly.

## Set Terminal Size

**(lines,cols)** Return to the *Set Environment Parameters* menu and select this item. This setting will depend on your terminal emulation. The vt100 terminal setting only allows 24 lines of 80 columns (characters) on the display. You may also use the shortcut command **lines** to change the number of lines displayed and the command **cols** to change the number of columns.

### Saving Your Parameters

**(save)** Once you have set your parameters and wish to save them for future FreeNet sessions, return the *Set Environment Parameters* menu and select the item labelled *Save your Environment Parameters*. You may also use the shortcut command **save** at any "Your Choice" prompt to save them.

It is IMPORTANT to do this since it will ensure that the various selections that you have made are saved permanently in your environment file and are activated every time you log on.

It must be emphasized that the settings that you make on your local equipment (terminal or terminal emulator software) such as terminal type, delete character, etc., MUST EXACTLY MATCH the settings used in your FreeNet setup. Mismatches lead to very erratic behaviour of your screen output. If you see odd characters like "^[[K" or "^M" in the text on your screen, then you have selected the wrong terminal type.

### Displaying Your FreeNet Parameters

**(printenv)** If you are not sure what your terminal settings are, you can get an immediate display of all current setting by entering the command **printenv** at the "Your Choice ==>" prompt.

The setting recommended for beginners looks like this:

```
Terminal Type = vt100
Number of Columns = 80
Number of Rows = 24
Editor to Use = apico3
Character Erase Key = BACKSPACE
Command Interrupt Key = CTRL-C
Display long text without pauses = OFF
Display brief command reminders = OFF
Minimum confirmations = OFF
Show menus only on first entry = OFF
Enable arrow keys (CBREAK mode) = OFF
Use tabs instead of spaces = OFF
Suppress author names in subj line = ON
Character Set (accents) Translation = net=11 tty=11
Language Preference = unknown
```

More experienced users may have settings that look like this:

```
Terminal Type = vt220
Number of Columns = 80
Number of Rows = 24
Editor to Use = apico3
Character Erase Key = BACKSPACE
Command Interrupt Key = CTRL-C
Display long text without pauses = OFF
Display brief command reminders = ON
Minimum confirmations = ON
Show menus only on first entry = ON
Enable arrow keys (CBREAK mode) = ON
Use tabs instead of spaces = ON
Suppress author names in subj line = OFF
Character Set (accents) Translation = net=11 tty=11
Language Preference = unknown
```

## Your Personal Data and Logo

Also in this configuration menu are pointers to the *Interests and User Database* menus. You can search for FreeNet members with specific interests, affiliations, or location. You can also provide information about your own interests,

affiliations and location that can be searched by other members, so that they may learn more about you.

To change the appearance of the NCF Logo which appears when you first log in to FreeNet, select *Set your login Logo file preferences*. To change the termination logo select *Set your logout Logo file preferences*. You can create your own logos or have none at all.

## Also Available for Creation or Setting in Other Menus

- Password changes (**go password**)
- Text filters to display French accents (**go char-filt**)
- Personal signature for your messages (**go post**)
- Alias files for e-mail addresses (**go post**)
- Permissions to allow FreeNetters to read about you (**go tools** and **go directory**).
- FAV file listing your favorite newsgroups (**go usenet**).

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# 8

## Passwords and Security

When you register as a member of FreeNet, a volunteer creates an account for you to use the FreeNet system. Your account has your user id, your password, and storage space associated with it.

Your user id identifies you to FreeNet and serves as part of your mailing address. When you are logged into your account, FreeNet will mark all files, articles, and mail created by you with your id. Your password guarantees that you are the only person who can be "you" on FreeNet.

Storage space is allocated to your account on the FreeNet system disk drives. It contains a HOME Directory for files about your account and your individual preferences. Your WORK Directory is a place to store files temporarily. For permanent storage you must download the files.

It is very important that you are the only one who can use your account. Any person who knows your user id and password can masquerade as you, modify your files, read your mail, and post articles in your name. If that person does something against FreeNet policy, you will be held responsible—you could even lose your account. Do not tell a family member your password. NCF policy states that each member of the family requires his or her own account.

# Choosing a Good Password

This is more important than many users realize. Unauthorized users often gain access to a system by guessing passwords. They are known as "crackers" and begin by trying some of the following examples:

- your user id in any form (reversed, capitalized, doubled)
- first or last name or initials (or those of someone close to you)
- birth date
- phone number
- social security number
- your car type or license plate number
- street, city, province or country names
- a word that is all digits or all of the same letter
- famous brand names (Molson, Ruffles, etc.)
- any word in a dictionary
- last, but most important, FreeNet, freenet, Free-Net...

FreeNet requires you to use a password from 6 to 8 characters long using letters and numbers. Choose something hard to guess following these examples:

- pieces of several words joined together
- use words that have meaning only to you, that no one else knows
- Use capital letters in odd places
- include some numbers or symbols
- don't use a password from another system
- a word you can remember so that you never need to write it down



Here are some examples of good password style:

advance Mar49fin 27score a7b6c5 Sam2Kool

## Why You Should Change your Password

Your password guarantees that no one can masquerade as you. Since the FreeNet office volunteers may have seen the password you selected during registration, you should change it as soon as possible. After that, change your password every six months to be sure it is not being used by anyone else.

## How to Change your Password

To change your password, type **go password** at the "Your Choice ==>" prompt. Select *Change Your Password* and follow the instructions. First the program will ask for the old password for verification. Then it will ask for a new password. The program will ask for the new password again to verify that you have entered it correctly.

Just like when you log on, no characters will be displayed on screen during this process and you will not be able to see what letters and numbers you are entering.

New passwords go into effect within 70 minutes, so you should be able to use your new password the next time you log onto FreeNet. Remember it and do not write it down. You may continue to use your account while the password file is updated.

## **Keep Passwords Secret**

Do not tell ANYONE your password—for any reason! If you get mail asking you for your password, forward the mail to "sysadmin" right away, even if it appears to be from the System Administrator. NO ONE has any legitimate reason to ask for your password.

You should not write your password down. It's too easy for someone to discover it. You should choose a password that you can remember.

If you absolutely must write it down, write it in a book or in a file that is not computer related. You may also modify the recorded password in some way, such as leaving out the last two characters. Never write down your password near your computer terminal or any other obvious place.

Don't ever write down your id and password in the same place!

If you use a password in a script program to log onto FreeNet, you must not enter it into a Dialling Directory or any other part of the program, where anyone can find it. If it is included in the script file, you should not name the file "freenet" or any other name that can be located easily by others. You can make the file "hidden" so others cannot easily use it, or run your script from a floppy disk that can be stored in a secure place. The best way is for the script to ask for the password when it is run.

## **Using a Public Terminal**

If you use a public terminal, make sure no one watches you type your password. Some people can tell what you are typing just by watching your fingers. Always log off properly so the next person cannot use your account. FreeNet will display the following message if you have logged off properly:

"Merci / Thank you for using The National Capital FreeNet.  
Au revoir."

## **Forgotten Passwords**

If you forget your password, you will have to call the NCF office at (613) 788-3947 between 9 a.m. and 4 p.m. Eastern Time. The office volunteer will ask you to identify yourself by asking you for your name, user id, date of birth, and mother's maiden name. Once confirmed, the volunteer will ask you for a new password.

This password will be active within 70 minutes.

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## Directory Services

There are a number of useful things in the *Directory Services* menu which new users should know about. The menu can be accessed through the *Post Office and Communications Centre* menus or by using the command **go directory**. The *Directory Services* Menu contains the following items:

- 1 Look up detailed User Information <?>
- 2 Look up Users by Full Name <?>
- 3 Access the User Database...
- 4 Allow access to log on/mail-read times
- 5 Deny access to log on/mail-read times
- 6 Look up Internet host or IP address <?>

Each item is explained below.

### Look up Detailed User Information

This option allows you to display the name of the person and other information associated with a particular user id. You will be asked to enter a user id, and the system will respond with the person's name, possibly an indication of when that person last logged on to NCF (see below), and possibly some information about the person's interests and affiliations (see below).

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This option is case sensitive and will only find users of the National Capital FreeNet.

For example:

```
Enter user's login id: aa050
```

```
aa050 (Jane Q. Public)
```

```
Aylmer, Québec, Canada
```

```
Last logged in: Mon Oct 10 13:31:34 1994
```

```
Last read mail: Mon Oct 10 14:23:17 1994
```

```
User has unread FreePort mail dated Mon Oct 10 14:41:46 1994
```

```
User's interests:
```

```
Programming in Visual Basic, Hiking
```

```
User's affiliations:
```

```
FreeNet volunteer
```

## Look up Users by Full Name

Use this function when you know a person's name but not the user id you need to send an e-mail message. You will be asked to enter the name, and after a moment or two, the system will respond with the name and the corresponding user id.

You do not need to enter the full name and the search is not case sensitive. For instance, if you enter the name "seam", the system will display a list of people with the letters "seam" in their name. The case is ignored, so you will see something like this:

Pattern, name, or user id to match: seam

Al Seaman	aa331
Donald Seaman	aa560
Seamus OLeary	at933
Seamus P. McNeally	ba093
Tim S. Seaman	bc720
Wendy Seaman	aa908

Such a search will yield a list of all names that match the search string, and in each case, the full name and user id will be given. This can be very useful if you are not quite sure of the exact spelling of a person's name. Search results are in alphabetical order by first name.

For more information on searching, see *Help with Searching* in the *Help Desk* menu (**go help**).

## The User Database

This option brings you to a second menu that tells you more about the user database and allows you to add or edit your personal information or to search the database for particular user information.

For instance, if you want to find everyone who has indicated an interest in photography, begin a search of the interest database with a search string of "photography". You will get the complete information on all those people who have included photography in their interest files.

The same applies to the affiliation file which may list the person's employer or the organizations the person might belong to. This type of search can be quite useful if you want to set up a Special Interest Group, or organize an event that will appeal to a particular group of people.

For the database functions to be useful, the database needs to include information from many users. You are encouraged put your own information in the file by using the *Edit your Database* item. You may be surprised to find new people who share your interests. It must be stressed, however, that this is strictly voluntary. If you wish to remain private and undisturbed, then put no information in your file.

### **Allow/Deny Access to log on/Mail-read Times**

These two options allow you to turn on or off the option that allows the system to display the last time you logged onto NCF and the last time you read your mail. This information can be useful to people who may have sent you an urgent mail message. The next time they are on NCF, they can check to see if you have logged on and (probably) read their message. It is a courtesy to other people to turn this option on, but if you wish your log on times to remain private then leave the option off.

An arrow in the left column will indicated which setting you currently have selected.

### **Look Up Internet Host or IP Address**

If you want to know whether a given Internet site address is valid, you can use this menu item to find out. For example, the National Capital FreeNet has three computers and three Internet address:

- freenet.carleton.ca
- freenet2.carleton.ca
- freenet3.carleton.ca

Enter name or IP address of host: freenet.carleton.ca  
freenet.carleton.ca has address 134.117.1.25  
freenet.carleton.ca mail is handled by freenet.carleton.ca

Enter name or IP address of host: FreeNet2.Carleton.CA  
FreeNet2.Carleton.CA has address 134.117.1.39

Enter name or IP address of host: freenet3  
freenet3.carleton.ca has address 134.117.1.22

They all seem to check out.



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# 10

## Using the Mail System

The National Capital FreeNet has an electronic mail (e-mail) system that can be used to keep you in touch with other computer users. You can exchange e-mail with any registered NCF user or with anyone who has an e-mail account linked to the Internet. Since 20 to 30 million computers worldwide are already connected via the Internet and since more than 150,000 are added every month, the potential usefulness of the e-mail system is enormous.

### Addressing E-Mail

With such a large number of connected computers, correctly addressing your mail is very important. The Internet addressing system (a Domain Name System) has been used for many years and is both flexible and easy to use. An Internet address usually consists of several conventional segments: a user id, a network code, an institution code, and a country code.

For instance, a typical Internet address is:  
**aa050@freenet.carleton.ca**

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The first segment, "aa050", is the user id of the person (or occasionally the machine) to whom the mail is addressed.

The "@" symbol connects the "who" part of the address to the "where" part of the address.

The "freenet" segment identifies the NCF network, "carleton" is the institution code, and "ca" is the country code for Canada. There are some variations on this, but most addresses follow this format.

As long as the mail bears this address, messages sent from anywhere in the world via the Internet will arrive in the appropriate mailbox.

A full Internet address may seem cumbersome at first, but using it makes it more likely that your mail will arrive at its correct destination.

When sending mail to another NCF user, you need to include only the person's user id (i.e. aa050), and you can quickly look up a person's NCF address through the *Directory Services* menu (See *Directory Services* earlier in this guide). When corresponding with people who do not have NCF accounts, you will need to use their full Internet addresses.

## Sending Mail

To send mail, go to the *Post Office* menu (**go post**) and select option 3. This option will lead you through the process of creating and sending mail. The system will ask you to verify that you want to send mail. Since you do, press **y**.

### ***Addressing***

Next, the system will ask you for the address of the recipient. You may enter one address or several addresses. If you're entering more than one address, separate each address with a comma.

If you are sending mail to another NCF user, enter your correspondent's user id (i.e. aa050). The system will then respond with your correspondent's full name and ask you to confirm that your mail is correctly addressed.

If you are sending mail to someone who does not have an NCF account, use the full Internet address. The NCF system has no knowledge of Internet addresses and the system will tell you that the address you have entered is unknown and will ask you to confirm that it is correct.

If you accidentally send mail to an invalid Internet address, don't worry; the message will not be lost. The message will be returned to you with an indication of where the delivery failure occurred. When this happens, determine the correct address and re-send the message.

### ***Subject***

Once you have entered and confirmed the address, the system will ask you for a message subject. Enter a brief title that indicates the subject of your message. This subject header is important because it will be used to identify your message in the receiver's list of mail messages.

Be clear and precise. For example, instead of "Tips" use "Tips for Investing in China".

### ***The Message***

After you have entered the subject, you will see either a simple line editor or a more sophisticated editor which will displays the header of your message. If you have not chosen an editor, see the section on *FreeNet Setup* earlier in this guide.

If you have an editor, you can edit the contents of the header if you decide that a change of address or subject is needed. Do not alter the format of the header or individual line headings (e.g. "To:", "Subject":, "Cc:", etc.).

The system does not automatically save a copy of the messages you send. If you want a copy, enter your user id in the "Cc:" line of the header.

Once you are satisfied with the header, move the cursor down to the line below the line below the header and enter your message. (This leaves the required blank line between the header and message body).

When you are finished typing your message, exit from the editor (type **###** on a blank line if you are using the line editor, **CTRL+X** if you are using Pico, or **CTRL+C**, **CTRL+X** if you are using Chet's Editor).

### ***Ready to Send***

At this point, the system will offer you several options. You can:

1. Send the message
2. Read the message over
3. Re-Write the message
4. Append to the message
5. Edit the message
6. Cancel the message
7. Check spelling for this message
8. Append a file to the message
9. Exit, leaving the message in your work directory
10. Read your mail

**Caution:** Selecting options 3 or 6 will erase the message you have entered.

If the message is ready to go, select option 1 to send the message. Be sure that it is correct, because once it has been sent, it cannot be retrieved or cancelled.

If you want to double check your message, select option 2 to reread it.

If you want to cancel the message and start over, select option 3 to rewrite the message. Remember, this will erase the original message and put you into the line editor.

If you need to add information to the message, you can select either option 4 to append to the message, or option 5 to edit the message.

If you select option 4, a line editor will appear. Anything you type here will be added directly to the end of the message. This option is especially good for ASCII uploads.

Selecting option 5 gives you access to the original message. You can edit the message and add material to any section of it.

If you decide that you don't want to send the message, select option 6. This will cancel your message and return you to the *Post Office* menu. Remember, you CANNOT access the message once it has been cancelled.

To check the spelling of your document, select option 7. The system will then question you every time it comes across a word it does not recognize. To accept the spelling of the word, press **SPACE**. If the spelling isn't correct, you can choose from those words automatically selected by the system by typing the corresponding number. You also have other options, a list of which you can access by pressing **h**. Once the whole document has been checked, the system will return you to the sendmail program menu.

If you have a file in your file directory (see *Using the File System* later in this guide), you can append this file to your message by selecting option 8. Remember, as with option 4, appending a file to the message adds it directly to the end of the message.

If you decide that you do not want to send the message at this time, but may want to work on it in the future, you can select option 9. This selection will save your message to your work directory and will then exit from the sendmail program. You can access your work directory and send this file at a later date (see *Using the File System* later in this guide).

If you wish to leave the sendmail menu temporarily in order to read your mail, select option 10. Once you have read your mail, exit the mailreader, and the system will

automatically return you to the sendmail program menu. You are then free to choose one of the previous options.

## Finding Out You Have Mail

The FreeNet mail system automatically tells you if you have received mail by displaying the message "You have new mail" at the bottom of the menu screen.

## Opening Your Mailbox

To read your mail,

- type **mail** at any "Your Choice ==>" prompt; or
- type **go post** and select the *Check Your Mail* menu option; or
- type **c** at any "Your Choice ==>" prompt.

## Interpreting the List of Messages

After you issue one of the commands to open your mailbox, the mailreader will be started, and after a few minutes you will see a list of messages. This list will include any old messages you may have left in your mailbox and any new messages that may have arrived. The list will number each message and will indicate the sender, the subject, the length, the date of the each message. The most recent messages will appear at the end of the list.

If you have a large number of messages, you can scan the list by entering **-** to move backward a page and **=** to move forward a page.

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A typical message list might look like this:

- RA 1. ae789@freenet.carleton.ca (Alan C. Dickinson) (458 chars)  
Sun, 09 Oct--Investment Conference on Friday
- RF 2. aq477@freenet.carleton.ca (Fred Carter) (252 chars)  
Mon, 10 Oct--Re: Problems with my modem
- \*N 3. ai529@freenet.carleton.ca (Heather MacFadyen) (137 chars)  
Tue, 11 Oct--Re: What Next?

The codes appearing to the left of the message list can help you interpret the message list. The "R" and the "A" next to message 1 indicate that this message has already been read and answered. The "F" beside message 2 means that it has been forwarded to someone else. The "N" beside message 3 indicates that this is a new message. A "D" beside a message indicates that the message will be deleted when you exit the mailreader.

The asterisk indicates the current message. A message must be current to be affected by your command to view, delete, reply to, etc. You can make another message current by using the arrow keys to move the asterisk up and down the list. If your arrow keys don't respond, it probably means that you are using a dumb terminal or you have not enabled "CBREAK". Simply type the number of the message you wish to make current. (For information on CBREAK, see *FreeNet Setup* earlier in this guide).

To read a message, enter the message number (i.e. **3** for the new message above). The system will then display the message.

Once you have read a message, you have a number of options.



- n - read the Next unread mail message
- b - Back up and read the previous message
- d - Delete the current message from your mailbox
- u - Undelete the current message
- r - send a Reply back to the author of the current message
- > - save the current message to a file in your work directory

To select any of these functions simply type in the corresponding letter. To access a full list of options, type **h**.

The first two options are quite straightforward. Entering **n** causes the system to display the next new, unread message. Typing **b** will display the previous message.

## Deleting and Undeleting Mail

To delete the message you have just read, type **d**. This message will be deleted when you exit the mailreader. If you change your mind, you can undelete the message by entering **u**.

If you wish to delete more than one message, use **D**. You will be asked to indicate a range of messages; enter the numbers of the messages you wish to delete (i.e. 3-7). You can delete non-sequential ranges of messages; separate each range with a comma (i.e. 3-7, 15-21, 23, 27-33). You may undelete a range of messages by using **U**.

Once you have exited the mailreader, any message deleted are completely gone. They cannot be recovered.

## Replying to Mail

If you wish to reply to the current message, enter **r**. The system automatically activates your editor (see the *FreeNet Setup* section earlier in this guide), enters the appropriate

return address, and displays the message. If you are using any editor but the line editor, notice that each line of your correspondent's text is preceded by a ">" which distinguishes it from your reply.

When replying to a message, delete lines that are not relevant to your reply (leaving too much text is bad style). Try, however, to keep enough of the original message to give your correspondent a frame of reference.

Once you have completed your response, exit the document (type ### on a blank line if you are using the line editor, **CTRL+X** if you are using Pico, or **CTRL+C**, **CTRL+X** if you are using Chet's Editor).

At this point, the sendmail menu appears and will offer you a range of options. To send the message, select option 1. (For an explanation of other options see the *Sending Mail* section earlier in this guide).

## Saving Mail

You can save mail to your work directory by using the > command. You will be asked name the file to which the message should be saved. Use a descriptive name so that you will be able to identify it easily once it is in your work directory.

You can also save a range of messages to your directory by entering the command #. After you have entered "#", the system will ask you to enter a command. Type >. You will then be asked to specify a range (i.e. 4-7, 11-17) and then to specify a file name.

Once a mail message has been saved to your work directory, you can manipulate it in a number of ways. See the *Using the File System* section later in this guide.

## The Alias File

If you regularly send the same piece of mail to several addresses, you may find an alias file useful. An alias file is a sort of electronic mail phone book in which you assign a nickname to an NCF or Internet address or to a group of addresses.

To create an alias file, go to the *Post Office* menu (**go post**) and select the item labelled *Edit your personal aliases file*. The system will activate your editor (if you have not yet chosen an editor, see the *FreeNet Setup* section earlier in this guide).

To add an alias to your list, enter the nickname, a colon, and the exact NCF or Internet address. If the alias contains a group of addresses, separate each address with a comma.

The alias must not contain any spaces since the system cannot recognize two word aliases.

The address list can fill more than one line, as long as the first character of the second and each subsequent line is a space or a tab.

A typical alias file looks like this:

```
Mark: bg618
Fred: aq477
DocGroup: aa673, ai529, ak717, ad995, aa515, aa103, at722,
ab388, aj672, ar251, aj218, lpasteur@bio.sorbonne.edu.fr
Miranda: ak717
```

To send mail to one of the addresses in your alias file, enter the alias instead of the address. The system will automatically look up the corresponding address and enter it in the "To:" line of the header. Your message will be sent to each address in the alias.

**Caution:** If your alias file contains incomplete or corrupt addresses, you may find it impossible to send mail. Should this happen, simply correct the incomplete address in your alias file or delete the problem address from your alias list.

## The Signature File

A signature file is an easy way to standardize the ending of messages you send to others or post to newsgroups. A signature file usually includes your name, Internet address, and any professional affiliations. You may also include memorable quotations. As a courtesy please avoid unnecessarily elaborate signature files.

To create (and to alter) a signature file, go to the *Post Office* menu (**go post**) and select the item labelled *Edit your signature file*.

The system will activate your editor (if you have not chosen an editor, see *FreeNet Setup* section earlier in this guide). You may enter a signature file of four lines or less.

Once you have finished, exit the editor. Your signature file will be added to the end of any subsequent message you send.

## Forwarding Your Mail

There are two ways to forward mail. You can forward all your mail to another Internet address and you can forward a single message to another address.

Occasionally, you may find that a piece of mail you have received might be of interest to another person. To forward this message, select the **f** command from the mailreader menu. The system will ask you where the message should be sent to. Enter the appropriate address. The system will address the message and will augment the original subject header with the original sender's Internet address to indicate that it is a forwarded message. You may now send or edit the message as usual.

At some point you might find it convenient to have your mail forwarded to a different Internet address. To do this, go to the *Post Office* menu (**go post**) and select the option labelled *Have your mail forwarded*. Once you have entered the *Forward Your Mail* menu, select the option labelled *Forward your mail to a given address*. Type in the appropriate Internet address. To cancel the mail forwarding feature, select the appropriate option from the *Forward Your Mail* menu.

---

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## Using Files on FreeNet

### The Work Directory

Every user on NCF has a personal workspace for the temporary storage of files. Typing **go files** at any "Your Choice ==>" prompt will take you to your work directory and the tools provided for file manipulation.

The work directory is only for **temporary** storage of information. The total NCF disk space is barely adequate for all current demands. If you receive a warning about old files as you log on, delete the relevant old files from your work space. Files unused for a month may be deleted by the system. Type **go policy** at any "Your Choice ==>" prompt to read the full policy on disk usage. Any files you require permanently should be downloaded to your computer or saved on disk. (See the section on *File Transfer* later in this section).

### Manipulating Files

Here is a brief explanation of each option in the *Manipulate Files* menu.

### ***Using Files on FreePort***

This item is a brief help file for this menu. More detailed help is available in the *Help Desk* menu (**go help**).

### ***List your files (case-insensitive sort by name)***

Your files will be listed in alphabetical order.

### ***List your files (sort by date modified)***

Your files will be listed from oldest to newest.

### ***List your files (reverse sort by size in bytes)***

Your files will be listed from largest to smallest.

### ***Delete a file by name***

The system will prompt you for the name of the file to delete. If you enter **?**, a list of all your files will be displayed.

### ***Rename a file***

The system will prompt you for the current name of the file and then for the new filename. If you enter **?**, a list of all your files will be displayed.

### ***Copy a file (make a duplicate)***

The system will prompt you for the name of the file to be copied and then for the new filename. If you enter **?**, a list of all your files will be displayed.



### ***Display a file (using the pager)***

The system will prompt you for the file to be displayed and then will display it one page at a time (if you have paging on). You can view but not modify the file by using this item.

### ***Type a file (without paging)***

The system will prompt you for the file to be displayed and then will display it without pausing at the end of each page. You can view but not modify the file by using this item.

### ***Create a new file***

The system will prompt you for the name of the new file. A blank file is then created which you can modify by using the *Edit a file* menu item.

### ***Edit a file***

This item enables you to edit any file in your work directory. You must have selected an editor to use this item (**go editor** to select an editor). You will be prompted for the filename and then an editing screen will open and you may edit the file.

### ***Use the FreePort File Manager on your work directory***

The FreePort File Manager allows you to delete, rename, or copy multiple files. See the following section for more help.

### ***Show the number of kilobytes of disk storage used in your account***

This item will tell you how much NCF disk space you are using.

### **Delete some files from your work directory one-by-one**

A tedious but safe way to delete files. You will be asked to confirm the deletion of each file.

## **Using the FreePort File Manager**

The FreePort File Manager allows you to perform a variety of operations on the files in your work directory. This program will be referred to as Dired, short for "DIRectory Editor." Dired will display a list of your files. By moving the cursor, you can select any file. You may then delete, rename, or display any file selected by entering the appropriate letter command.

To delete a file, enter **d**; a "d" will appear on the screen by the filename. The file will be deleted when you exit from Dired. You will be asked to confirm the list of deletions.

To undelete a file, enter **u**. You can only undelete files before you exit Dired.

To rename a file, enter **r**. You will be asked to provide a new name. The name will change upon your exit from Dired.

To display the file for reading only, enter **m**. You can't modify the file within the Dired program.

To exit from Dired, enter **q**. If any files are marked for deletion, you will be asked to confirm the deletion, then you will be returned to the *Manipulate Your Files* menu.

To view the Dired help file, enter **h**. You will see a list of all available commands. Many more commands are available than those mentioned here.

DIRED is a little more flexible than the one file at a time approach but some study of the help file is recommended before you use this sophisticated tool. See the *Help Desk* menu for more details.

## Restoring Deleted Files

Once a file is deleted, it is gone permanently. NCF can't restore files. See the NCF Board policy area for the full policy (**go policy**).

## Transferring Files between NCF Users

Any text file may be transferred to another user via e-mail. The file can be appended to a mail message using the append command in the mail system. See the *Using the Mail System* section earlier in this guide.

Note: NCF does not condone illegal or illicit activities such as the exchange of licensed and/or copyright information or software. Users violating this principle will be permanently removed from the system.

## Send a File to Another NCF User via UPS

Binary files and text files may be transferred between NCF users using an internal file transfer program—UPS. Type **go ups** and select *Send a file to another NCF User via UPS*.

The program prompts for the id of the user (note: your mail aliases will not work within UPS). You will not be asked to confirm the user id, so type carefully. Then you must enter

the name of the file to be sent. The file must already be in your NCF work directory.

Once you have entered the filename, the system will ask you write a short description of the file. End your description with a "." on a blank line. This note will be appended to a standard form letter e-mailed to the recipient. The form letter contains the name of the UPSed file and a note that it can be retrieved by entering the command **go ups**.

## Retrieving Files Sent via UPS

When someone sends you a file by UPS, the system will automatically send you an e-mail message telling you to where to pick up the file. You will also get a message on the login screen notifying you of the fact. Type **go ups** at any "Your Choice ==>" prompt and then select *Retrieve files sent to you by other users via UPS*.

The system will ask you to confirm which file(s) you wish to retrieve. Enter either **y** or **n**. The file will be placed in your work directory under the same name.

If you already have a file with the same name in your work directory, you must change its name before you can receive the UPSed file. You cannot change the name of the UPS file until it is transferred to your work directory.

If you forget to rename the file with the same name, the system will ask if you want to delete it. If you want to keep it, answer **n**, rename the file, then go back into the UPS and retrieve the file sent to you.

## Transferring Files between Your Computer and NCF

To successfully transfer a file, you must know how your communication package works. Both the NCF end of the transfer and your end of the transfer must be set to follow the same protocols—they must speak the same language. This help file covers how to set up the NCF end of the transfer. See your communications software manual for instructions on setting up your computer's end of the transfer.

### Downloading Files

Downloading is the term used to describe the process of transferring a copy of a file in your NCF work directory to your personal computer.

First move to the file transfer menu by entering **go xfer** at the "Your Choice ==>" prompt. Select the *Send a file from FreePort to your PC* item. NCF currently supports four file transfer protocols: xmodem, ymodem, zmodem, and kermi.

**Note:** Not every user has equal success with every file transfer protocol. If your first choice does not work, try another. KERMIT works for everyone, but other choices may be faster. Some users report that the new protocols do not work for them at all. The old file transfer protocols are still available to accommodate these users. (We have at least two software developers working to track down the problems in the file transfer protocols on NCF.)

Next, select the file to be transferred. Entering **?** will cause the system to list all the files in your work directory. The program is case sensitive, so type the name exactly as it appears in your list. For example, "testfile" is not the same as "TESTFILE" or "Testfile".

The system will ask you if this is a text or a binary file. If you can read the file, it is a text file and you should enter **t**. If the file is an executable file (software) that someone UPSed to you, enter **b** for binary. (For an explanation of the limits on binary transfers, type **go policy** at the "Your Choice ==>" prompt).

Finally, start the file transfer process within your communication package. See your software documentation for more information.

When you have confirmed that the download was successful, delete the file from your NCF work directory by using the *Manipulate Your Files* menu (**go files**).

## Uploading Files

Uploading is the term used to describe the process of sending a file from your personal computer to your NCF work directory.

First move to the file transfer menu (**go xfer**). Select *Send a file from your PC to FreePort*. NCF current supports four file transfer protocols: xmodem, ymodem, zmodem, and kermiit.

Select a file transfer protocol compatible with your software package. The system will ask whether the file is a text file (**t**) or a binary file (**b**). (See the *Downloading Files* section

earlier in for a description of binary and text files). Then begin the uploading process from within your communication package. Consult your software documentation for more information.

Some protocols will automatically choose a filename for you; others will require that you enter it on both the NCF end and on your home computer. If the filename was automatically entered, the file will have the same filename in your NCF work directory as it has on your personal computer.

If you already have a file by the same name in your work directory, the uploading process will be aborted. Change the name of one of the files and start again.

## Descriptions of File Transfer Protocols

These brief descriptions will help you determine which protocol to select for your file transfers.

### *Kermit*

- More than one file at a time (uploading only)
- Kind of slow
- Often supported by PC terminal software

### *Xmodem*

- Faster than Kermit
- Limited to one file at a time.
- You have to supply the filename at both ends
- Transfer must be started manually at both ends

### ***Ymodem***

- Faster than xmodem
- More than one file at a time (uploading only)
- Transfer must be started manually at both ends
- Can send bigger chunks of your file at a time (speeds things up a bit)

### ***Zmodem***

- Faster than ymodem
- More than one file at a time (uploading only)
- Smart window size (doesn't send too much if you are on a noisy line; speeds up if it can)
- Will guess at filenames, so you only have to type them once.
- May start a transfer automatically for you

## **File Transfers and Mac Users**

Most popular Mac communication programs have a clipboard option. You can avoid using the file transfer protocols by using this feature of your communication program. See your software documentation for more information. Help for Mac users is available in the Mac Users SIG (**go mac**).

## **More Help with File Transfers**

Extensive help with file transfers is available on-line. Begin with the *Frequently Asked Questions about File Transferring* help file in the *File Transfer Services* menu (**go xfer**). It covers most basic problems.



If you are having problems figuring out your communication package, the modem help area is staffed with friendly and helpful volunteers. Type **go modem** at the "Your Choice ==>" prompt to find the discussion group `ncf.help.modems`.

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## Using Newsgroups

One of the most powerful features of the National Capital FreeNet is the wide variety of local and international discussion groups and newsgroups. The exchange of information is the essence of the FreeNet, and a great deal of information is exchanged in these groups.

Discussion or Special Interest Groups (SIGs) generally refer to groups established by local organizations and local users. These newsgroups appear in a variety of menus throughout the NCF and contain questions, answers, and comments posted by registered NCF users ("guest" users cannot post to newsgroups).

In addition to local discussion groups, a collection of global newsgroups can be found on Usenet. Since Usenet groups are distributed throughout the world, they have a wide audience and contain many more posts than are found in NCF groups.

### Accessing NCF Newsgroups

NCF newsgroups appear in many places. When a menu entry ends with ">>>", selecting it will display a newsgroup.

Most general NCF newsgroups are gathered together in the *Public Discussion* menu which can be accessed by typing **go public** at any "Your Choice ==>" prompt.

Many of the organizations using NCF have newsgroups in which you can ask questions or post comments. These newsgroups are scattered throughout NCF and can be accessed through the menu structure and through go commands.

In addition to general newsgroups and to organizations' newsgroups, NCF offers a variety of Special Interest Groups (SIGs). These groups have usually been started and maintained by NCF users and contain informal discussions about a wide variety of topics. The easiest way to access the SIGs is to select option 12 from the *Main Menu* or to type **go sig** at the "Your Choice ==>" prompt. Once at the SIG menu, you will be presented with a numbered list of subject headings. Selecting one of these options will lead you to a sub-menu where you can further narrow your choice of newsgroup.

## Accessing Usenet Newsgroups

Usenet newsgroups are a collection of newsgroups to which many Internet users can post. To access Usenet newsgroups, go to the *Communications Centre* menu (**go cc**). Select the option labelled *Read Usenet News*. Before you are connected to the Usenet newsreader (mgnr), the system will display a warning about the uncensored nature of certain of the Usenet newsgroups. You will be asked to acknowledge that you have read the warning.

Once you have left the caution screen, the system will automatically start the Usenet newsreader. The length of time it takes for the newsreader to access and then to display all the available Usenet groups is dependent upon on the number of people using NCF at the time. Be patient during peak hours.

When the newsreader has finished accessing the newsgroups, you will be presented with a numbered list of the abbreviated names of Usenet newsgroups. Each of these items represents the trunk of a menu tree. When you select an item, a sub-menu will be displayed and you can make another selection. This process continues as you move through the branches of the menu tree.

You can scan up and down the lists to see more selections by entering = to move forward a page and - to move backward a page or by using your arrow keys.

## Interpreting Usenet Newsgroup Names

A Usenet newsgroup name can contain several elements. Some contain two elements while others contain several. Each element is separated from the next by a dot.

- alt.feminism
- rec.arts.startrek.current
- comp.sys.ibm.pc.games.strategic

Each element represents a sub-menu in the Usenet menu hierarchy.

Once you have discovered a newsgroup you like, don't forget to write down its name (include all the identifiers), because next time you want to access it, you simply enter a

go command (i.e. **go comp.sys.ibm.pc.games.strategic**) at the main Usenet menu. As well, you can establish a list of favourite newsgroups (see *Defining a fav List* below).

## Reading and Posting to NCF and Usenet Newsgroups

NCF and Usenet newsgroups display articles in the same format. When you access a newsgroup, you will be presented with a list of numbered and titled articles. You can move up and down the list of articles by entering **=** to move forward a screen and **-** to move backward a screen or by using your arrow keys. As well, you can enter the **e** command to jump to the end of the list, the **^** command to jump to the beginning of the list, or the **j** command to jump to a specific article number.

An asterisk (\*) marks the current article. Only the current article will be affected by any commands you enter. You can use the **j** command or the arrow keys to make another article current. Once you have entered an article's number, it becomes the current article.

To read the next "unread" article, type the command **n**. To read the current article, whether read or unread, type **t**. To read any article, type the article's number.

As you read each article in the list, the system marks it with an "R". The next time you enter the newsgroup, the "R"s will be displayed to the left of the list of articles and will tell you of which articles are unread.

After you have read the article, you will be presented with a number of options. Certain of these options are self-explanatory, but others merit further discussion.

- s** - Read next unread message on same subject
- f** - Post a reply to this message
- r** - Reply via e-mail to author of this message

To read the next reply to this article, enter **s**. This command will cause the newsreader to display the next unread article with the same title. This sequence of articles is called a "thread" and using the **s** command enables you to follow an argument through the article list. Once you reach the end of the thread, the system will beep and return you to the first article in the thread.

If you decide you do not want to read all the articles in a thread, enter the command **z**. The system will mark the articles as read and will skip them as you move through the list of articles.

If you decide that you do not want to read all the articles, you can mark them as read so that the system will skip them the next time you enter the newsgroup. Entering the command **k** at the command line will mark all articles previous to and including the current article as read.

## Contributing an Article to a Newsgroup

You can contribute a new article to the list by entering **c**. The system will ask you for a subject. Be clear and precise. The system will activate your editor (see the *FreeNet Setup* earlier in this guide). Enter your message. When you are done, exit your editor. The system will offer you several options:

1. Post the news article
2. Read the news article over
3. Re-write the news article
4. Append to the news article
5. Edit the news article.
6. Cancel the news article.
7. Check spelling for this news article.
8. Append a file to the news article.

These eight options are the same as the first eight from the mailreader. See *Using the Mail System* earlier in this guide.

Once you have selected option 1 or 6, you are returned to the article list.

## Responding to an Article in a Newsgroup

You can respond to an article publicly by posting to the newsgroup or privately by sending e-mail.

To post a public reply to the current message, enter **f**. The system will activate your editor (to choose an editor see *FreeNet Setup* earlier in this guide), and enter the original title of the article, preceded by "Re:" in the subject line. You will notice that the original article is already in your editor with each line preceded by a ">". This is to differentiate the original post from your reply. Remove the sections of the article that are not relevant to your reply,

enter an indication that you have deleted a portion (e.g. "del", "snip", "..."), and enter your comments beneath those sections that remain. By keeping certain sections in your reply, you will provide your reader with a frame of reference. When you are done, exit your editor and select one of the options displayed. For an explanation of each option, see the previous section *Contributing an Article to a Newsgroup*. Once you have posted your response it can be read by anyone who accesses the newsgroup.

To send a private reply to the author, enter **r**. This will send your reply to the original author's mailbox, not to the article list. Compose your reply as outlined in the *Using the Mail System* earlier in this guide.

## Defining a Fav List

When you are in the Usenet newsreader you can define a list of favourite newsgroups. To add the current newsgroup to your fav list, type **afav** at the list of newsgroups command line. To access your fav list, type **fav** at the command line. If you wish to remove a newsgroup from your fav list, type **dfav** at the command prompt. You can edit your fav list by typing **efav** at the command line. To return to the full list of Usenet groups, type **nofav** at the command line.



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## Using Internet Services

While the primary goal of the National Capital FreeNet is to promote communication among local users and to disseminate information on local issues, it does offer a few of the services available from the world-wide computer network, the Internet. Two such services are discussed here.

### Connecting to Other Community Networks

While the National Capital FreeNet does not allow you to connect to all the computers linked to the Internet, it does offer the Internet's telnet facility to allow you to connect to other community computing systems like the NCF. "Telnet" is the name of the protocol to establish a connection with a remote computer.

You can connect to the growing number of other community networks by going to the *Communications Centre* menu and selecting item *Connect to Other Community Networks* (**go com-nets** will also take you to this menu). Select the appropriate menu number to connect to the desired community network. The telnet program will then make the desired connection through the Internet for you. For example, if you select the *Vancouver Regional*

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*Free-Net - Vancouver, British Columbia* menu item, you will see:

```
Trying 142.103.106.2 port 23 ...
Connected to freenet.vancouver.bc.ca.
Escape character is '^]'.
```

```
UNIX® System V Release 4.0 (freenet.vancouver.bc.ca)
Welcome to the Vancouver Regional FreeNet
```

```
If you are a visitor or wish to register, login using the user
ID 'guest'. Do not type the quotes, and use only lower case
(non-capital) letters. If you have any problems with your
account or login, call the FreeNet Office at (604)291-5229.
```

```
login:
```

Once the connection is made, you will be required to log on. Most community networks, like NCF, have registered user and guest logins. If you are new to that network, simply enter "guest", "visitor" or other (as appropriate) at the login prompt:

```
login: guest
Last login: Mon Oct 10 10:57:05 from ciao.trail.bc.ca
```

Follow the instructions on the screen for directions on how to use the system and to become a registered user.

If at any time the you cannot exit normally from the other community network, press the **CTRL+] ]** keys (press and hold **CTRL**, then press **]** then release **CTRL** and **]**) and this will return you to NCF. Use this function only as a last resort.

## Remote Community Networks vs. NCF

Even though most community networks do not have the same volume of information available as NCF does, it is still interesting to connect to other networks. In fact, you can

spend many hours corresponding with other people and learning about their communities.

Since many community networks use the same FreePort software as NCF uses, navigating through them is very similar. When connecting to a community network which doesn't use the same software, you are notified of the difference.

While you are connected to other community networks via NCF, you are strictly a user of the other system. In particular, if you save files or send or receive mail while on the other system, the files and mail reside on the other system and not on NCF. If you want to save information from the remote system, it is probably easier to use the capture facility of your communications software and thus have it on your own machine rather than in a file on a distant system.

See the *Frequently Asked Question* help file in the *Help with Connecting to Community Networks* (**go help-comnets**) menu for more information.

## The Community Networks

There are 53 community networks you can connect to from NCF (as of March 1995). These include:

- Amsterdam FreeNet - Amsterdam, the Netherlands
- Chebucto FreeNet - Halifax, Nova Scotia
- CIAO! Free-Net - Trail, British Columbia
- Cleveland Free-Net - Cleveland, Ohio
- Columbia On-line Information Network - Columbia, Missouri
- Finland FreeNet - Helsinki, Finland
- Free-Net Erlangen Nuernberg - Erlangen, Germany

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- Heartland Free-Net - Peoria, Illinois
- Prince George Free-Net - Prince George, British Columbia
- Sea to Sky FreeNet - Squamish, Whistler and Pemberton, BC
- Tallahassee Free-Net - Tallahassee, Florida
- Toronto Free-Net - Toronto, Ontario
- Vancouver Regional Free-Net - Vancouver, British Columbia
- Victoria Free-Net - Victoria, British Columbia

The Cleveland Free-Net is by far the biggest, busiest FreeNet and is often very hard to get on to. Although the Victoria FreeNet was the first Canadian Free-Net, the National Capital FreeNet is the largest in Canada, soon to be out passed by the Toronto Free-Net.

## The Gopher Electronic Library Service

The Gopher Electronic Library Service (or simply "Gopher") is a menu-based text retrieval facility you can use to find information stored on many computers located around the world. Gopher is designed to hide things like Internet addresses from users and to provide a friendly way to explore Internet resources. What you can find is limited mainly by your time and skills as a hunter.

The Gopher Electronic Library Service can be accessed through the *Libraries* menu or by entering **go gopher** at the "Your choice ==>" prompt.

- 10 Gopher Electronic Library Service (English)...
- 11 Same as above but using simpler vt100 emulation...
- 12 Gopher: Service Bibliotheque Electronique (français)...

## Requirements for Using Gopher

Gopher **requires** that you use at least a "vt100" terminal emulation. If you try to use Gopher with a "dumb" terminal, you will get very erratic and garbled results. Any vt100 compliant communications package should be able to handle Gopher. If yours doesn't work, try the *Same as above but using simpler vt100 emulation* menu item. If that doesn't work, you'll have to obtain a better communications package.

The menus for the Gopher service operate somewhat differently from other FreeNet menus. The most important change is that the menu item that is currently active is shown by an arrow in the left margin. This arrow can be moved up or down by use of the arrow keys on your keyboard. Pressing the **RETURN** or **RIGHT ARROW** will activate the item the arrow is pointing at. Pressing **u** or **LEFT ARROW** will move you up one menu level. Read the Gopher help file for more details.

# Using the FreeNet Gopher

Here is the FreeNet's Gopher main screen:

```
Internet Gopher Information Client v2.1.-1
Home Gopher server: gopher.ncf.carleton.ca
--> 1. About Gopher (Read this first)
    2. National Capital FreeNet (NCF) Information by Gopher/
    3. Search titles in GopherSpace using Veronica/
    4. Master Gopher Root Directory (at the U of Minnesota)/
    5. Other Gopher and Information Servers (From U of Minn.)/
    6. Amnesty International/
    7. Electronic Frontier Canada (privacy and freedom issues)/
    8. Hytelnet Servers/
    9. Internet Help Files (courtesy of MindVox)/
    10. Les Gopher francophones/
    11. Liberty Law Library (great library access and more)/
    12. Libraries (From U of Minnesota)/
    13. NetLink Server/
    14. News from Around the World (From U of Minnesota)/
    15. Other Community and Free-Net Gophers/
    16. Other Ottawa area Gopher servers/
    17. Sample Gopher Items/
```

The first Gopher menu item is an "about" file. Read this first for a bit of background on Gopher and how it operates.

Items 3 and 5 are discussed below. The remaining items on the first menu allow you to search for information under a number of topic headings.

## Search Titles in GopherSpace Using Veronica

If you select *Search titles in GopherSpace using Veronica*, the screen will display a list of places that keep indexes of items found in the world of Gopher (commonly called "GopherSpace").

Gopher Information Client v2.1.-1  
Search titles in GopherSpace using Veronica

- > 1. About Veronica: Documents, Index-Control Protocol/
- 2. Experimental Veronica Query Interface/
- 3. Find ONLY DIRECTORIES by Title word(s) (NYSERNet) <?>
- 4. Find ONLY DIRECTORIES by Title word(s) (PSINet) <?>
- 5. Find ONLY DIRECTORIES by Title word(s) (SUNET) <?>
- 6. Find ONLY DIRECTORIES by Title word(s) (U. Manitoba) <?>
- 7. Find ONLY DIRECTORIES by Title word(s) (Bergen) <?>
- 8. Find ONLY DIRECTORIES by Title word(s) (U. of Pisa) <?>
- 9. Frequently-Asked Questions (FAQ) about Veronica
- 10. How to Compose Veronica Queries - June 23, 1994
- 11. Search GopherSpace by Title word(s) (via NYSErNet) <?>
- 12. Search GopherSpace by Title word(s) (via PSINet) <?>
- 13. Search GopherSpace by Title word(s) (via SUNET) <?>
- 14. Search GopherSpace by Title word(s) (via U. Manitoba) <?>
- 15. Search GopherSpace by Title word(s) (via U. of Bergen) <?>
- 16. Search GopherSpace by Title word(s) (via U. of Pisa) <?>

To retrieve information from these indexes, you will need to use a tool called VERONICA (Very Easy Rodent Oriented Net-wide Index to Computerized Archives). Read items 9 and 10 for more information on VERONICA.

After selecting the desired Veronica server from the menu, you will then be shown a screen on which to enter your search criteria. These can be a single keyword or combination of keywords. For instance, if you enter "automobiles and North America and manufacturing", Veronica will return with a list of articles that contain all of the words "automobiles", "North America" and "manufacturing". You will then have the option of reading selected articles on your screen, of saving them to your work directory, or of having them e-mailed to you.

## Other Gopher and Information Servers

If you select "Master Gopher Root Directory (at the U of Minnesota)" from the main Gopher menu, you will get a list of all of the Gopher servers throughout the world sorted by geographical region. If you're looking for a Gopher item located on a particular computer in a university or institution, this is probably the easiest way to find it. The lists of computers for each region are sorted alphabetically and are usually many screens long. As a result, you'll need to use your arrow keys to move through the lists. Here is the menu:

```
Gopher Information Client v2.1.-1
Other Gopher and Information Servers
```

- ```
--> 1. All the Gopher Servers in the World/
    2. Search All the Gopher Servers in the World <?>
    3. Search titles in GopherSpace using Veronica/
    4. Africa/
    5. Asia/
    6. Europe/
    7. International Organizations/
    8. Middle East/
    9. North America/
    10. Pacific/
    11. Russia/
    12. South America/
    13. Terminal Based Information/
    14. WAIS Based Information/
    15. Gopher Server Registration <??>
```

For example, the National Capital FreeNet, can be found in this list:

- ```
9. North America/
  1. Canada/
    74. National Capital FreeNet, Ottawa, CANADA/
```



If you select this item, you return to the screen you see when you started Gopher.

## Problems and Restrictions

Because the FreeNet Gopher looks for information from all over the world, things do not always work. You may get messages to the effect that Gopher "cannot connect". This means that an Internet link or one of its many computers is too busy to respond or is out of service. Try a different Gopher or try the same service again later.

What you get, or don't get, from a particular search is entirely dependent on the information that is in place at that time. You will probably not get exactly the same search results twice.

Again, because the Gopher gets information from all over the world, NCF has no control what the Gopher does or doesn't return. FreeNet accepts no responsibility for anything but providing you with access to Internet resources through the Gopher.

The use of Gopher for the transfer of binary (not text) files has been disabled on FreeNet. This policy was established to avoid placing excessive demands on the Internet and to avoid competing with commercial services in the distribution of software. Type **go policy** at any "Your Choice ==>" for more information.

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## The Help Desk

NCF provides a variety of on-line documentation to help users understand how to use NCF effectively. These documents can be found by selecting the *Help Desk* item of the *Main Menu* or by entering the command **go help** at any "Your Choice ==>" prompt.

The *Help Desk* menu is constantly expanding, and as a result, the specific contents of the menu will not be outlined here. Besides documentation for all NCF programs, the Help Desk includes help with Internet services such as Gopher and help with computer and Internet terms.

### Still Stuck?

If you have searched the Help Desk for the answer to your question and still haven't found it, you can post a question for the members of the Help Desk. Post your question in the *Help Desk Questions and Answers* newsgroup. This group is also known as *ncf.admin* and can be found in the *Help Desk* menu among other places.

Help Desk members are knowledgeable NCF users who have volunteered their time to making NCF easier to use.

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Someone among the 20+ members will post a response to your question in the newsgroup.

It is the policy of the Help Desk to answer all questions publicly since several users are likely to have the same question. Posting answer in the newsgroup allows users and volunteers to share their collective knowledge of NCF.

Don't send e-mail to the members of the Help Desk; they prefer to use the newsgroup since it is the best way to educate a large group of people at the same time.

If you want to join the Help Desk, you should be a registered NCF volunteer (**go helpers**) and have a thorough knowledge of how NCF works. The Help Desk committee is always recruiting.

## Tips on Using ncf.admin

Ncf.admin is a busy newsgroup with over 30 posts a day. Here is one way to find the answer to your question quickly.

1. After you enter the newsgroup, press **e** to get to the end of the list of questions.
2. Press **k** to mark all the articles as read.
3. Check the subject lines on the last few dozen questions. Someone else may have asked (or answered) your question recently.
4. Post your question using **c**. Make your subject heading descriptive. "Help!" is not a good choice in the Help Desk newsgroup. Try something more specific.
5. Include enough details for others to figure out your problem. Can you repeat the steps which caused the

problem? (If you can't repeat the problem, we can't figure out what went wrong.) A screen capture makes it easier to see what went wrong. (Consult your communication manual for information on screen capturing).

6. Double check your question to make sure it is clearly written and then post it.
7. Exit the newsgroup.
8. When you come back to the newsgroup, find your question. After selecting it, use `s` to move to the next article with the same subject ending. This will be the first follow-up to your question. After reading this post, you can press `s` to move through the thread of posts until you get to the last post with the same heading.
9. If you have gotten your answer, congratulations. Exit the newsgroup and go on with your session. Or learn more about using NCF by reading the rest of the articles in `ncf.admin`.
10. If you haven't gotten an answer yet, use `!` to mark your original article as unread and try again later. If we haven't answered your question in 4 days, we may have missed it. Please post it again.

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## Frequently Asked Questions

This section contains a list of commonly experienced problems and an explanation of the probable cause. When the problem has been explained in more detail in another section of the Survival Guide, you will be referred to the correct section.

### General Questions

#### 1. **What exactly is a FreeNet?**

The best way to understand the dynamic of a FreeNet is to think of it as a public space just like a city hall or a city park. It is an open place where individuals, organizations, and institutions can interact and exchange information.

#### 2. **How does FreeNet work?**

The heart of a FreeNet is a central computer network dedicated to storing and retrieving thousands of files of information and to relaying thousands of messages each day among community members and organizations.

### 3. Does every city have a FreeNet?

Not yet is the best answer! NCF officially went on-line February 1, 1993. At that time, the only other FreeNet in Canada was in Victoria, BC. In the subsequent months, there has been a flurry of interest in the concept of community computer networks and organizing committees have formed in cities across the country. To visit other community networks, type **go freenets** at the "Your Choice ==>" prompt.

### 4. Is the National Capital FreeNet really free? Who pays for it?

NCF is completely free to use. It is not, however, free to operate. Our annual operating budget is about \$300,000 and we depend on government grants, corporate sponsorships, and most importantly, private donations for survival. Please type **go funding** at the "Your Choice ==>" prompt to find out how you can contribute to the growth of our FreeNet.

### 5. Who runs the National Capital FreeNet?

NCF is run by a corps of volunteers (organized into a Board of Directors and a variety of subcommittees) and four employees. NCF encourages you to read the NCF policy documents and to participate in the Board Discussion groups. To participate in Board discussions, type **go board** at the "Your Choice ==>" prompt. NCF's policies can be found at **go policy**.

### 6. When I use my modem with the NCF, do I have to worry about catching a computer virus?

Absolutely not. It is not possible to transfer a computer virus (a program that will embed itself in your computer's

memory and do bad things) by simply reading mail, news, chatting, and so on.

Even downloading your mail or another text file will not give you a virus. The only way that a virus can enter your computer is if you download an executable file (i.e. software) which is infected, and then run it.

## Connecting to NCF

1. **My connection with NCF is often terminated abruptly. Why?**

If you have the call waiting feature on the telephone line you use with your computer, you must disable this before dialling NCF. If you don't temporarily disable call waiting, an incoming call will generate an electronic signal that will cause a disconnect. You should include the characters \*70 or some variant in your modem dialling string before the NCF number. Check with your telephone company for the specific sequence to use.

## Becoming a Member

1. **How do I get an account on the National Capital FreeNet?**

Type **go register** at the "Your Choice ==>" prompt and follow the instructions. Please read all the information before completing the on-line registration.

### 2. How long does it take to register anyway?

NCF asks you to allow at least three weeks from the day you mail your registration for your account to be created.

More help with registration problem is available in the registration menu (**go register**) and in the *Becoming a FreeNet Member* section of this guide.

### 3. How can I become a member of the National Capital FreeNet if I don't have a computer?

There are many NCF Public Access Stations throughout the National Capital Region. These stations are purchased and maintained as a public service by the organization which houses them. Type **go pubacc** at the "Your Choice ==>" prompt for a complete list of Public Access Stations.

### 4. How do I get the spelling of my name corrected?

The ever helpful volunteers at the NCF office can correct the spelling of your name. Send the office staff an e-mail message requesting the change (don't forget to double-check your correction).

The address is **office@freenet.carleton.ca**.

### 5. Can more than one NCF user use the same computer?

The same computer can be used by many different users. For example, the Public Access Stations in several local libraries are used by dozens of people each day.

The NCF machines can't tell what computer you use to access the NCF. The information in your NCF work directory is stored on NCF's hard disks. It doesn't matter



where you log on; the information is available as long as you are connected to the NCF.

6. **Can two people share the same account?**

No. Each NCF account **MUST** have only one user. So if you are sharing an account, one of you should **go register** for a personal account now. Type **go register** at any "Your Choice ==>" prompt.

## Mail

1. **How can I get my friend's e-mail address?**

The best way to find out a friend's address is to phone (or write a regular letter) and ask. If your friend is an NCF user, you can use the **find** program to get the user id. See *Using Directory Services* earlier in this guide.

2. **This e-mail address isn't in the standard format. How do I send e-mail to this address?**

There are various non-standard address formats for e-mail accounts. See the *Help with Mail* menu in the Help Desk for instructions for non-standard addresses including America On-line, x.400 addresses, CompuServe addresses, and MCI mail accounts.

3. **What if someone is sending me e-mail and I'm not logged on to the National Capital FreeNet?**

Your mail will be electronically placed in your mailbox and will be waiting for you when you next log on to NCF.

4. **Is there any way of turning off the signature in the mail signature file for selected messages or of using multiple signatures?**

No. If there is anything at all in your signature file, it will be appended automatically to every message or posting. If you want a variety of signatures, make sure that your signature file is empty and store your desired signatures in separate files in your work directory. Then before sending a message, append the appropriate signature. This requires that you make a conscious choice each time you send a message or post an article.

5. **I am often caught by the "five minutes to go" warning when I am in the middle of composing a long e-mail message. I can't save the message, but to send it as is may be confusing. Is there a way out?**

Yes. Exit from your message and select menu item 9 - *Exit leaving this message in your work directory*. You will be able to retrieve the message and continue to work on it in your next NCF session.

## News

1. **Is there any way to avoid the page breaks for every screen in an article I am capturing to a file on my PC?**

If you are using either the mailreader or the newsreader to read the file, entering the upper case commands **T**, **V**, **N**, or **B** will cause the article to be displayed without page breaks. If you are capturing an article from a menu, enter the command **nopage** at the "Your Choice ==>" prompt before displaying the article. When you

have finished capturing the article, enter the command **page** to turn paging back on.

2. **I was able to complete and post a message after the five minute warning sounded, but was not able to exit before I was bumped. I now find that all the articles that I read are unmarked. Can I prevent or recover from this?**

If you have a defined point in the article list where you stopped reading, you may go to that article and enter a **k** command. All prior articles will be marked as read. On the other hand, if you had a scattered reading pattern, there is no easy way to restore the marking except doing it over one at a time. To prevent loss of article marking, you can enter the **w** command at any time to force the newsreader to write your information to file immediately.

## Internet Services

1. **What is the difference between the National Capital FreeNet and the Internet?**

Internet (short for International Network) refers to the connection of thousands of computer networks around the world. The NCF is just one of the many networks that make up the Internet. Think of the Internet as the Trans-Canada Highway and the FreeNet as one of the many cities connected by the highway. What differentiates NCF from other systems is that it allows free and equal access to the system. Before the booming of the FreeNet concept, access to electronic networks and information was extremely limited.

### 2. What is Usenet?

The Internet Usenet is the largest Bulletin Board service available on the Internet. It includes thousands of discussion groups which cover almost very conceivable topic. Usenet uses the same format as the rest of the NCF discussion groups. To access Usenet, type **go usenet** at the "Your Choice ==>" prompt. Please read the introductory material before posting to a Usenet group.

### 3. Why doesn't the Chat facility work?

This facility has been turned off during peak hours because it imposes an undue demand on our telephone lines. This service is available in off-peak hours from midnight to 10 a.m. Eastern Time.

### 4. Can I use FTP and Telnet on NCF?

FTP (file transfer protocol) is not supported on NCF. A limited form of Telnet is supported. Telnet connections can be made to a number of other FreeNets though in the *Communications Centre* menu. In addition, the Gopher Service in the *Libraries* menu allows some connections to other computers. Unlimited telnet to any Internet site is not supported. For an explanation of this policy, type **go policy** at the "Your Choice ==>" prompt.

### 5. What is Gopher?

The Internet Gopher is a service that lists various files of information available on the computers of the Internet. Before attempting to use gopher, read the introductory information about this NCF service. To access gopher, type **go gopher** at the "Your Choice ==>" prompt. See the *Internet Services* section of this guide.

**6. When I try to use Gopher, I get assorted problems including rapid scrolling of the screen. How can I fix this?**

The Gopher service works best with vt100 (or better) terminal. Make sure you have selected a vt100 terminal in your terminal emulator and your NCF setup. See the *FreeNet Setup* section of this guide.

**7. When I try to download something with Gopher, the system tells me that "secure mode" is on. What does this mean?**

It means that you cannot download binary files from other sites using NCF. This restriction limits the amount of data traffic that we impose on the Internet. As well, NCF wishes to avoid competing with commercial bulletin boards and information services in the distribution of software. For a fuller explanation of this policy, type **go policy** at the "Your Choice ==>" prompt.

**8. When I connect to another system, do I have to pay long-distance charges?**

As long as you are dialling in to the National Capital FreeNet from the Ottawa-Hull dialling area, the service is free for you to use.

You will not have to pay long-distance charges when you use NCF to connect to computers such as the Cleveland Free-Net or Finland FreeNet. Nor are there any charges for sending e-mail to distant locations.

The National Capital FreeNet belongs to a special infrastructure called the ONet, which in turn is part of the larger Internet. ONet has its own phone lines dedicated to information services like ours. While FreeNet is free to use, it isn't free to operate. The NCF pays ONet annual

fees, based on the number of dial-in phone lines we have. These fees are a large part of our annual expenditure.

## Modems and File Transfers

### 1. **Why can't I use my phone while the modem is on-line?**

Since the modem makes use of the phone line to communicate with the other computer, you can't pick up the phone and talk at the same time. Think of the modem as another member of your household. The only difference is that the modem "speaks" using its own special language which sounds like "static" to a human being.

### 2. **What is this garbage I keep getting on my screen?**

If you use a simple 2400 baud modem with no special features, chances are that you've become used to encountering random garbage during your FreeNet session. This is called line noise, and is a result of the modem not "hearing" the signal on the phone line correctly.

### 3. **What can I do about line noise?**

The simple answer is not much. Unless you buy another modem which has built-in error correction support, your only real option is to put up with it. If the noise is very bad, talking to the phone company might help.

4. **When using the "+" key repeatedly to move through the article list in newsgroups, my modem seems to disconnect. Why?**

Many modems use the sequence of "+++" as a signal to switch to command mode. You can usually return the modem to communication mode by issuing the command **ATO**. Use the = command to move through newsgroups to avoid this problem.

5. **What is the status of the xmodem, ymodem or zmodem protocols in the File Transfer menu?**

These three protocols are still under test and the only protocol that is fully tested for text transfers is KERMIT. Users have experienced a variety of problems with the other protocols. Experiment with them to find out with one will work best for you.

6. **Why do I see "NO CARRIER" after I log off the NCF? Did I do something wrong?**

No, this is normal. All it means is that your modem is no longer receiving a signal from NCF.

## Miscellaneous

1. **Why does my screen displays funny characters at the end of every line or strange garbles in other places?**

The most likely cause is a discrepancy between the setup of your terminal emulator and your FreeNet setup. See *FreeNet Setup* section earlier in this guide. Also note that you can check your current setup at any time by

giving the command **printenv** at any "Your choice ==>" prompt.

### 2. **Why does my screen display scrolls right through long articles faster than I can read possibly them?**

It is likely that paging has been turned off in your NCF setup. Use the **go config** command to get to the *Set Environment Parameters* menu, then select *Set your Interface Options*, and finally select *Pause between screenfuls when displaying lengthy text*. Do not forget to save your parameters by typing **save** at the "Your Choice ==>" prompt or by selecting the *Save your Environment Parameters* option in *Set Environment Parameters menu*.

You should also double check your other parameter settings. For more information, see the *FreeNet Setup* section of this guide.

### 3. **What causes the "Incomplete Termcap Entry" diagnostic, and what will prevent it?**

This diagnostic means that the terminal type that you have selected in your NCF setup is "too dumb" to run the program that you are trying to run. You can fix this problem by defining a terminal type such as vt100 on both FreeNet and your terminal emulator. See the *FreeNet Setup* section of this Guide.

### 4. **Why do I get garbled information when I access the Ottawa Public Library through NCF?**

For best results, set your terminal emulator software to vt100 and ensure that your FreeNet environment is also



defined correctly. See the *Terminal Setup* and *FreeNet Setup* sections of this guide.

**5. How do I access or delete a file with a garbled name?**

The name probably has some unknown non-printing characters in it. Use the Directory Editor to rename it. See *Using Files* section of this guide for more information on manipulating files. Dired will display of all files in your directory. Move the cursor with the arrow keys and select the offending file. Enter a **c** and then follow the instructions to copy the file to a new file with a valid name. Then with the cursor still on the offending file, enter **d** to delete it. Finally enter **q** to quit. On the way out you will be asked to confirm the deletion request.

**6. I can't get my backspace key to work. Help!**

You need to set your environment parameters correctly. From any menu, type **go config** at the "Your Choice ==>" prompt.

Choose the item entitled *Set your terminal characteristics*, and then the item entitled *Set your character erase key to 'backspace'*

Then press **p** to go to the previous menu and choose the item entitled *Save your environment parameters*.

**7. For every character I type, I see it twice. Help!!**

When you hit a key, not only are you sending it to NCF but your own computer is also displaying it on the screen. Turn off local echo in your terminal program (this is also called setting duplex to none).

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# A

## FreeNet Go Commands

The National Capital FreeNet has many "go commands" for frequent users. "Go commands" are simply shortcuts to get to frequently accessed areas. The full and up-to-date list can be found by simply typing **go** at any "Your Choice ==>" prompt.

Here is the list, current as of April 2, 1995.

\$	Funding Area
60-rock	The 60's & 70's Rock SIG
a-cappella	The A Capella SIG
abc	Association for Bright Children (Ontario)
academyone	Academy One
accents	Automatic Character Filtering / Filtrage automatique de caracteres
acfo	Avec Fierté !
acn	Aquatic Conservation Network
adhésion	Getting a FreeNet Account: On-line Registration
administration	FreeNet Administration
admp	Administrations publiques
adventure	The Adventure SIG
afcl	Association For Choices in Learning (AFCL)
aga	Assemblée générale annuelle et élection au Conseil
agenda	Board Meeting Agenda
aging	Advisory Council on Aging for Lanark, Leeds-

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agm	Grenville NCF On-line Annual General Meeting and Board Election
agm-com	Annual General Meeting Committee
agora	Agora
ai	The Artificial Intelligence SIG
aide	Help Desk / Service d'aide
alberta	The Alberta SIG
algonquin	Algonquin College
alzheimer	Alzheimer Society of Ottawa-Carleton
amc	Arts, Music and Culture Associations
amcf	Associations de l'Art, Musique et Culture
amérique	Bulletin Amérique
amiga	The Amiga Users SIG
amnesty	Amnesty International
anarchy	The Anarchism SIG
anglers	The Ottawa Area Fishing SIG
announce	FreeNet Announcements
answers	FreeNet Frequently Asked Questions and more
aocna	l'Association de l'orchestre du Centre national des arts
arrow	The Archery SIG
arts	The Visual Arts SIG
ask-doc	Ask the Doctor SIG
astronomy	The Astronomy SIG
atari	The Atari users SIG
auction	Welcome to the Great FreeNet On-Line Auction
audio-video	The Home Audio/Viedo SIG
baha	The Baha'i Faith Forum
bands	The Bands SIG
baseball	The Baseball SIG
based	Base de données des membres
basic	The BASIC Programmer's SIG
basketball	The Basketball SIG
bassist	The Bassist SIG
bav-king	The Bavarian Kings SIG
birds	The Bird-Watchers' SIG
birth	The Childbirth SIG
birthday	Happy Second Birthday FreeNet!
biz-environ	The Business and Environment SIG
bluegrass	The Bluegrass Music SIG

blues	The Blues SIG
board	NCF Board Policy Discussions
boardgames	Board Games SIG
boating	The Boating and Sailing SIG
boldly	The Star Trek SIG
books	The NCF Book Readers SIG
boom!	The Black Powder SIG
brats	The Military Brats SIG
breathe	The Asthma and COPD SIG
brewing	Wine and Beer SIGs
brhlc	Bridlewood Residents Hydro Line Committee
bridge	The Contract Bridge SIG
buddha	The Buddhism and Meditation Special Interest Group
business	The Business SIGs
bylaws	NCF Position Papers, Bylaws, History, Proposals
c-cpp	C/C++ Programming SIGs
caj	Canadian Association of Journalists
cancer	Cancer Information and Support
cap-xtra	Capital Xtra!
cape-breton	The Cape Breton SIG
caraudio	The Car Audio SIG
casi	Canadian Aeronautics and Space Institute
cbc	CBC Ottawa
cbcradio	CBC Radio Information
cbctv	CBC Television Information
cbe	Carleton Board of Education
cc	Communications Centre
cca	Centrepointe Community Association (CCA)
ccb	Canadian Centre For Biodiversity
ccm	Contemporary Christian Music (CCM) SIG
ccn	La Commission de la Capitale Nationale (CCN)
ccs	The Canadian Cancer Society
cd	The Compact Disc SIG
cea	Childbirth Education Association (CEA)
cfp	Commission de la Fonction Publicque
cfrancophone	Comité francophone
cfsc	Citizens for Safe Cycling
cfseir	CFSEIR Chronic Fatigue Syndrome Electronic Information Resource
chaos	The Chaos and Fractal SIG

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char-conv	NCF Toolbox CSetTools / Outils de conversion de l'outillage Liberte!
char-filt	Automatic Character Filtering / Filtrage automatique de caracteres
characteristics	Set Terminal Characteristics
chat	IRC Public Chat
chess	The Chess SIG
childbirth	The Childbirth SIG
choral	The Choral Music SIG
ch-youth	The Christian Youth SIG
chri	CHRI - Christian Hit Radio Inc.
christ-ed	Christian Education SIG
christian	The Christianity SIG
cic	Community Information Centre of Ottawa-Carleton
cinema	Westend Family Cinema
cisr	Commission de l'immigration et du status de réfugié
citizen	The Ottawa Citizen
cjoh	CJOH TV
ckc	The Canadian Kennel Club
cla	Canadian Library Association
classical	The Classical Music SIG
climbing	The Climbing SIG
coat	Coalition to Oppose the Arms Trade (COAT)
coffe	NCF Toolbox / Coffre à outils LCN
collect	The Collectibles SIG
com	Communication
comix	The Comics SIG
communi-prob	Communication Disorders/Troubles de Communication
com-nets	Connect to Community Networks
comnetsig	Community Networking SIG
comp-games	The Computer Games SIG
comp-health	The Complementary Healthcare SIG
computer	Computer Related SIGs - Part 1
computer2	Computer Related SIGs - Part 2
conference	Canadian Community Networks Conference, 1994
configure	Set your Environment Parameters
conversion	NCF Toolbox CSetTools / Outils de conversion de l'outillage Liberte!
cook	The Cooking and Eating SIG

cpaws	Canadian Parks and Wilderness Society, Ottawa Valley Chapter
craft	The Crafts SIG
creativity	The Creativity SIG
cricket	The Cricket SIG
crypt-zoo	Cryptozoology SIG
cswa	Canadian Science Writers' Association
cu-alumni	Alumni Forum
culture	Ottawa Multicultural Folk Arts Council (OMFAC)
curling	The Curling SIG
customer	The Customer Satisfaction SIG
cycling	The Cycling SIG
dancenet	The Dance Network
database	The Databases SIG
dataentry	Auction Data Entry Screen
dbase	User Database
dbsearch	Search the Databases
decus	The Decus SIG
design	System Design Work Space
développement	Groupe pour le développement
diabetes	Canadian Diabetes Association
diacr	Automatic Character Filtering / Filtrage automatique de caracteres
directory	Directory Services
disability	The Disability Sig
disc	The Ultimate Frisbee SIG
diverti	Divertimento Orchestra
divorce	The Separation, Divorce and Marriage SIG
documentation	The Documentation Task Force
doom	Doom SIG
download	Transfer files from FreeNet -> Home
dreams	The Dreams SIG
droits	Commission canadienne des droits de la personne
dutch	The Dutch SIG
eagles	Notre Dame High School
eat	The Restaurant SIG
eat-disord	Eating Disorder Support SIG
ecol-dev	Ecological Development SIG
édafd	Édition de vos fichiers de données
edit	Edit your ... file
éditeur	Choix de l'éditeur

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editor	Set Your Default Editor
embassies	Embassies of Other Countries
emergency	Emergency Health Care SIG
endometriosis	The Endometriosis SIG
environment	The Environment
eom	Earl of March Students SIG
eota	Tour 'n Travel Guide from EOTA
epilepsy	Epilepsy Ottawa-Carleton
equity	Employment Equity Branch
ergonomics	The Ergonomics SIG
ethics	The Ethical Humanism SIG
events	FreeNet Events
ex-brits	The Ex-Brits SIG
exploration	Guide d'exploration
expo2005	EXPO 2005
f-earth	Friends of the Earth
favlist	Communications Centre
fax	Send FAX via E-Mail
fcic	Centre d'information communautaire d'Ottawa-Carleton
fedpolitics	Federal Politics
feminism	The Feminism SIG
fête	Bon Anniversaire Libertell
fichiers	Manipulate Files in your work directory
field-hockey	The Field Hockey SIG
fierté	Avec Fierté !
figure	The Lateral Thinking SIG
files	Manipulate Files in your work directory
fishing	The Aquarium SIG
fitness	The Fitness SIG
flute	Ottawa Flute Association
forum	Public Discussion Menu
france	Ambassade de France / Embassy of France
franco	Menu principal
freedata	The Freedata SIG
freenets	Connect to other FreeNets
french-support	French Support Test Area
funding	Funding Area
fungi	The Wild Mushroom SIG
fut-scenes	The Futures, Trends and Scenarios SIG
future	Futurist, Space, Supernatural SIGs

game	The Games SIGs
garden	The Gardeners' Exchange SIG
gas	The Gas Prices SIG
gators	Gloucester HS SIG
genx	The Generation X SIG
geoworks	The Geoworks SIG
german	The German SIG
gis	The Geographic Information Systems SIG
glb	The Gay Lesbian Bisexual Transexual SIG
glide	The Hang Gliding SIG
glory	The Civil War SIG
glossary	The NCF Glossary
gloucester	The City of Gloucester
go	The Go SIG
golf	Golf SIG
gopher	Libraries
grant	Grant Alternative School
grow	The Gardeners' Exchange SIG
gsc	Geological Survey of Canada
gymnastic	The Gymnastics SIG
ham	Amateur Radio SIG
hardware	The Hardware-Software Committee
hbiz	The Home-Based Business SIG
hbln	Home Based Learning Network
health	The Health Related SIGs
health-pro	The Health Professionals SIG
help	Help Desk / Service d'aide
help-answers	FreeNet Frequently Asked Questions and more
help-char	Help With Character Conversion
help-chat	Help With Multi-User Chat
help-comnets	Help with Connecting to Community Networks
help-desk	The Help Desk Task Force
help-dirsrv	Help with Directory Services
help-editfile	How to setup files on FreeNet
help-editor	Help With Editors
help-fax	Using the NCF E-mail Fax System
help-freeport	Help with the FreePort Menu System
help-ffxfr	Help with File Transfers
help-mail	Help with Mail
help-news	Help with News
help-search	Help With Searching



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help-services	Help with FreeNet Services
help-tools	Help with FreeNet Tools
help-vote	Help with Voting
helpers	Volunteering on the FreeNet
hi-tech	The Hi-Tech Entrepreneurs SIG
hill	The Hill Times
hiphop	The HipHop SIG
history	The History SIG
hobbies	The Hobbies SIGs - Part 1
hobbies2	The Hobbies SIGs - Part 2
holmes	The Sherlock Holmes SIG
home	The National Capital FreeNet—Main Menu
home-class	Home Schooling SIG
horses	The Horse Lovers' SIG
hostelling	Hostelling International - Ontario East
house	The Homeowners' SIG
humanism	Humanist Association of Ottawa
hut	The Football SIG
ibug	The Internet Business Users SIG
index	Index of Special Interest Groups
indie	The Independent Music SIG
info-provider	Information Providers' Task Force
information	Help Desk / Service d'aide
interests	Edit your Database Files
interface	FreeNet User Interface Options
internet	The On-line Community SIG
inventor	Inventors Association of Ottawa
invest	The Stock and Commodity Trading SIG
ipforum	Information Providers Forum
irb	Immigration and Refugee Board
irc	IRC Public Chat
irmac	Information Resource Management Association of Canada (Ottawa)
isa	ISA - International Society for Measurement and Control
islam	The Islam SIG
israel	Embassy of Israel
italy	Windows on Italy
itv	Instructional Television SIG
jackson	A.Y. Jackson S.S. SIG
james	Study of James SIG

jazz	The Jazz SIG
jedi	The Star Wars SIG
kanata	The Kanata Community SIG
karate	The Karate SIG
kiosk	Public Discussion Menu
lang-abuse	The Language Abuse SIG
lastrights	Right to Die Society of Canada
laugh	The Comedy SIG
law	The Legal Advice SIG
layers	NCF Toolbox MacLayers / MacLayers du Coffre à outils LCN
lchayim	The Judaism SIG
ledroit	Journal LeDroit
lexique	Le lexique LCN
lib-canmet	Canada Centre for Mineral & Energy Technology Library
lib-cu	The Carleton University Library
lib-gpl	Gloucester Public Library
lib-npl	Nepean Public Library
lib-opl	Ottawa Public Library
librarians	Librarians and Information Professionals SIG
libraries	Libraries
lifestyles	The Lifestyles, Gender Issues and Relationships SIGs
lil	La Rédaction
linux	The Linux SIG
literature	Arts, Literature, Music and History SIGs
lotus	The Lotus Notes Users SIG
lta	The Lighter-Than-Air SIG
lynx	World Wide Web
macintosh	MacIntosh Users SIG
magasiner	The FreeNet Boutique
mail	The Post Office
main	The National Capital FreeNet—Main Menu
management	The Management SIG
march	The Marching Music SIG
marit-music	The Maritime Music SIG
martial	Martial Arts SIG
math-phys	The Math/Physics SIG
med-topics	The Medical Topics SIG
media	Radio, Television, MEDIA SIGs
médias	Médias

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mediate	The Mediation Centre
membres	Services du répertoire des membres
mens	The Mens' Issues SIG
menu-design	Improvement of menu structure
meow	The Cat Lovers' SIG
météorologie	The Daily Weather Forecast
mh-22	Maclean Hunter Cable 22
midi	The MIDI SIG
mil-comm	The Military Community SIG
minis	The Miniatures SIG
minutes	Minutes of NCF Board Meetings
miscellaneous	The Miscellaneous SIGs
mmedia	The Multimedia SIG
mms	Menu Maintenance System
modem	Help and Info on Modems & Communications
moderate	User Services
motoring	Motor Sports SIG (Cars, Motorcycles, Skidoos, Etc)
motpasse	Services de l'utilisateur
movies	The Movie SIG
mp	Menu principal
multiculture	The Multicultural SIG
munelect	NCF Municipal Elections Project
museum	The Museum & Gallery Professionals SIG
music	The Music SIGs - Part 1 of 2
nacoa	National Arts Centre Orchestra Association
native-lang	Native Language Study SIG
ncc	The National Capital Commission (NCC)
ncf	The National Capital FreeNet
ncf-board	NCF Board Business
ndhs	Notre Dame High School
ndp	The New Democratic Party of Canada
nepean	City of Nepean
net-class	Classrooms on the Internet SIG
net-dir	Network Professionals Directory
network	The Networking SIG
new	New to the Net
new-menu	Improvement of menu structure
new-music	The New Music SIG
new-user	New to the Net
newuser	New to the Net
nfld	The Newfoundland SIG

nhl-hockey	The NHL Hockey SIG
nmsc	Nepean Masters Swim CLUB
nta	The National Transportation Agency of Canada (NTA)
nts	FreeNet Training Course by NTS
nude	Ottawa Naturists/Naturists de l'Outaouais
nurses	The Registered Nurses SIG
officevolunteer	NCF Office Volunteer Menu
ofnc	The Ottawa Field-Naturalists' Club
ohrpa	Ottawa Human Resources Professionals Association
online	The On-line Community SIG
ontc	Office National des Transports du Canada (ONT)
oops	The Smalltalk and Object-Oriented Programming SIG
op-r	Send File(s) FROM your home computer TO Freenet
options	Set your Environment Parameters
oracle-dba	NCF Database Administrator Main Menu
orcspb	Ottawa Roman Catholic Separate School Board
orthodox	The Eastern Orthodox Christianity SIG
ostd	Ontario Society for Training & Development
ottawa	The City of Ottawa
outils	NCF Toolbox / Coffre à outils LCN
ovi	Ocean Voice International
p	Menu principal
paddle	The Canoeing and Kayaking SIG
pagan	The Pagan Spirituality SIG
param	Paramétrage du cadre d'utilisation
paranormal	The Paranormal SIG
parents	The Parenting SIG
parkinson	Parkinson's Society
parshe	Torah Study SIG
passeport	Bureau des Passeports Canadiens
passport	Canadian Passport Office
password	User Services
pc-user	The PC Users' SIG
pd	The Parkinsons SIG
pda	The Public Download Area
perc	Peace and Environment Resource Center
persian	The Persian Web SIG
pets	The Miscellaneous Pets SIG
philippines	The Philippines SIG

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photography	The Photography SIG
picnic	The FreeNet Picnic '95
pilots	The Pilots and Aircraft Owners SIG
pinball	The Pinball SIG
placepi	Place des producteurs d'information
podium	Public Discussion Menu
poetry	The Poetry SIG
pog	Pog SIG
policy	NCF Policy Statements
post	The Post Office
poste	Bureau de poste
pontiac	The Equity (Pontiac County)
power-builder	The Power Builder Developer SIG
ppool!	Planned Parenthood Ottawa on FreeNet!
professional	The Professional SIGs
project	The Project Management SIG
propaganda	Propoganda and Media SIG
psc	Public Service Commission of Canada
pubaccess	Public Access Sites
public	Public Discussion Menu
punk	The Punk SIG
ra	Recreation Association of the Public Service
racquet	The Racquet Sports SIG
radio	Radio and Television SIG
railroads	The Model Railroad SIG
random	Who knows? It goes somewhere different every time!
raproc	Rap-Roc SIG
rave	The Techo-Rave SIG
rech	Recherche dans les bases de données
recv	Receive File(s) FROM FreeNet TO your home computer
rédaction	La Rédaction
register	Getting a FreeNet Account: On-line Registration
registrar	NCF Registrar xx001 Main Menu
rehab	The Rehabilitation SIG
remote	The Remote Control SIG
resolution	Resolutions of NCF Board Passed Electronically
rides	The Ride Sharing SIG
rights	Canadian Human Rights Commission
ringette	The Ringette SIG

riv-hosp	The Riverside Hospital of Ottawa
rmoc	The Regional Municipality of Ottawa Carleton
rmoc-7	Regional Ward R7 – Councillor Alex Cullen
roadmap	ROADMAP Internet Workshop
rock	The Hard Rock SIG
roots	The Genealogy SIG
r-op	Receive File(s) From FreeNet To your home computer
rpg	The Role-Playing SIG
rpgmud	The Mud Section
rpgpbem	The PBEM Section
rplan	Regional Planning Initiatives
rugby	The Rugby SIG
run	The Running SIG
russian	Russian Language Teachers SIG
sask	The Saskatchewan SIG
scanners	Radio Scanners SIG
scc	Société canadienne du cancer
schoolnet	Canada's SchoolNet
sci-fi	The Sci-Fiction SIG
scoap	SCOAP
scottish	Scottish Culture SIG
scouting	Scouts Canada, National Capital Region
screen	NCF Toolbox Multi-Windows / Multi-Fenêtres du Coffre à outils LCN
scuba	The Scuba Diving SIG
search	Search the Databases
secours	Help Desk / Service d'aide
sénat	Le Sénat du Canada
senate	Senate of Canada
send	Transfer files from home -> FreeNet
seniors	The Seniors SIG
shoot	The Target Shooting SIG
shopping	The FreeNet Boutique
shortwave	Shortwave Listeners SIG
sig	Special Interest Groups
sigabout	About Special Interest Groups
sigalmh	Arts, Literature, Music and History SIGs
sigbus	The Business SIGs
sigcomp	Computer Related SIGs - Part 1
sigcomp2	Computer Related SIGs - Part 2

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sigfut	Futurist, Space, Supernatural SIGs
siggame	The Games SIGs
sighealth	The Health Related SIGs
sighist	The History SIGs
sighob	The Hobbies SIGs - Part 1
sighob2	The Hobbies SIGs - Part 2
sigindex	Index of Special Interest Groups
siglife	The Lifestyles, Gender Issues and Relationships SIGs
siglit	The Literature SIGs
sigmedia	Radio, Television, Media SIGs
sigmisc	The Miscellaneous SIGs
sigmus	The Music SIGs - Part 1 of 2
sigmus2	The Music SIGs - Part 2
signature	Services de l'utilisateur
sigppc	People, Places and Cultures SIGS
sigprof	The Professional SIGs
sigrel	The Religion and Spirituality SIGs
sigs	Special Interest Groups
sigsp	Sports and Outdoor Recreation SIGs - Part 1
sigsp2	Sports and Outdoor Recreation SIGs - Part 2
sigsp3	Sports and Outdoor Recreation SIGs - Part 3
sigteach	Teaching and Learning SIGs
singles	The Singles SIG
skate	The Skating SIG
skiing	The Skiing SIG
slv-freenet	The St. Lawrence Valley Free-Net SIG
smoke	The Smoker's Freedom SIG
snl	The Saturday Night Live SIG
soccer	The Soccer SIG
social-sci	The Social Sciences Research SIG
socialism	Socialism SIG
soft-eng	The Software Engineering SIG
software	The Hardware-Software Committee
space	Living in Space
spain	Embassy of Spain
spiritual	The Religion and Spirituality SIGs
sports	Sports and Outdoor Recreation SIGs - Part 1
sports2	Sports and Outdoor Recreation SIGs - Part 2
star	The Hunt Club-Gloucester Star & Orleans Star
status	Status of the National Capital FreeNet
students	Students' SIG

study	NCF Study Menu
style-guide	The FreeNet Style Guide
subcommittee	FreeNet Committees
survival	The FreeNet Survival Guide
sys-design	System Design Work Space
system	Set your Environment Parameters
teach	Teaching and Learning SIGs
tech-doc	The Technical Documentation SIG
technometer	The Technometer SIG
tenants	Federation of Ottawa-Carleton Tenants Associations
terminal	Set Your Terminal Type
test	Administration Test Area
tex	The TeX Users SIG
the-equity	The Equity (Pontiac County)
theatre	The Theatre SIG
time	The Time Travel SIG
timor	East Timor Alert Network
toast	The Toastmasters SIG
toolbox	NCF Toolbox / Coffre à outils LCN
tools	NCF Toolbox / Coffre à outils LCN
tr	File Transfer Services
training	FreeNet Training Course
transfert	File Transfer Services
transit	The Public Transit SIG
translate	The Translation/Interpretation SIG
transport	The Transportation Industry SIG
travel	The Travel SIG
triathlon	The Triathlon/Duathlon SIG
tutor	High School Tutoring SIG
tv	Radio and Television SIG
udo	Université d'Ottawa / University of Ottawa
ufo	The UFO SIG
ui	The User Interface Design SIG
unac	United Nations Association in Canada
uof	Université d'Ottawa / University of Ottawa
ups	File Transfer Services
urbfor	Urban Forest Citizen's Committee
uruguay	The Embassy of Uruguay
usenet	Communications Centre
usesearch	Index/Search/Lists of Usenet Newsgroups
userv	User Services



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util	Services de l'utilisateur
uwo-alumni	Alumni Western - Ottawa Branch
vampire	The Vampire SIG
vegetarian	The Vegetarian SIG
verse	The Poetry SIG
video-prod	The Video Production SIG
vidgames	The Video Games SIG
virtual-office	The Virtual Office
vision	Canada's Capital Region Ideas Fair
vol	Volunteer Centre of Ottawa-Carleton
vol-exchange	The Volunteer Job Exchange SIG
volcoord	Main Volunteer Coordinator Menu
volleyball	The Volleyball SIG
volunteer	Volunteer Centre of Ottawa-Carleton
vote	Vote Subsystem
vroom	The Sports Car SIG
walk	Ottawalk
waste	The Waste Management SIG
weather	The Daily Weather Forecast
wefc	Westend Family Cinema
wine	Wine and Beer SIGs
wolf	Friends of the Wolf
woof	The Dog Lovers' SIG
wrestle	The Pro Wrestling SIG
writers	The Writer's SIG
www	World Wide Web
x	Ottawa X Press
x-files	The X-Files SIG
xfer	File Transfer Services
yoga	The Yoga SIG
youth	The Youth SIG
ysig	The Youth SIG
zappa	The Zappa SIG
zip	Zip/Unzip Utilities

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# **B**

## **Registration Mail-in Form**

After registering, fill out the following form, and mail it to the National Capital FreeNet. Remember to enclose identification. Please help the FreeNet further by using your own envelope and stamp.

Please print clearly.

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I, NCF user id \_\_\_\_\_, have read, understood, and agree to abide by all the clauses and provisions in the National Capital FreeNet Membership Agreement.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number(s): \_\_\_\_\_

Signature of parent or guardian (if under 18 years):

\_\_\_\_\_

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# C

## Donation Form

I know the National Capital FreeNet is free to use but not free to run. Because NCF operates on donations, sponsorships, and grants from individuals, businesses, organizations, and institutions, I am including \$\_\_\_\_\_ to help ensure that the National Capital FreeNet remains one of the most active Free-Nets in the world.

While no amount is too small or too large, a \$25.00 donation when you register would be appropriate and very welcome.

Thank you for your generous financial support.

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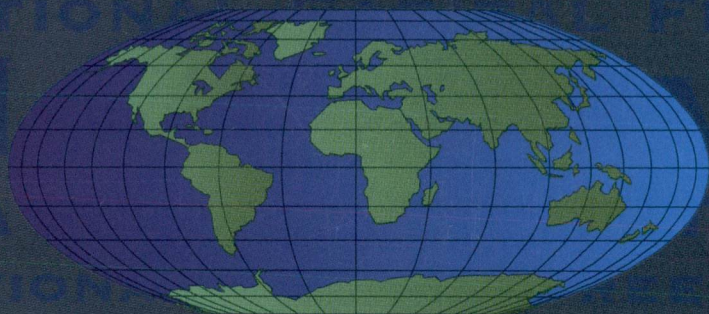
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# Notes



- ◀ JOIN THOUSANDS OF INTEREST GROUPS ON THE INTERNET-FOR FREE
- ◀ SEND & RECEIVE ELECTRONIC MAIL WORLDWIDE-FOR FREE
- ◀ CONSULT LOCAL AND INTERNATIONAL INFORMATION SOURCES-FOR FREE
- ◀ GET INVOLVED IN COMMUNITY AFFAIRS AND DISCUSSION GROUPS-FOR FREE



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