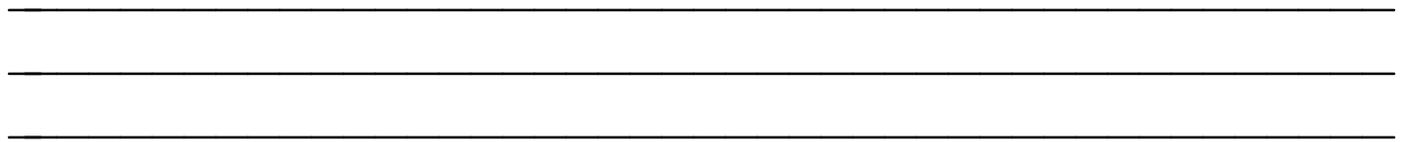




# QUERYFLEX

## Configuration Guide



*Report Writer For Non-Programmers*

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# 1. INTRODUCTION

## 1.1 Overview

**QueryFlex** is an SQL based point-and-shoot report writer that enables novice users to easily develop "ad hoc" reports from their Informix or InfoFlex databases.

This **Configuration Guide** describes how to configure QueryFlex for your application. QueryFlex must first be configured before the end-user (or novice user) will be able to create and generate ad hoc reports. There is another guide, the **User Guide**, which describes how the end-user generates reports.

The configuration process provides ultimate control over how your application will be presented to the end-user. To configure QueryFlex, you must be familiar with data base concepts and the inner workings of the application.

The routines for configuring QueryFlex are described in the following chapters. These chapters are presented in the order in which they should be performed.

## 1.2 Features

The QueryFlex system surpasses other similar systems because it incorporates the best features our competition has to offer, plus many design improvements based on user recommendations.

Below are some of these features:

- Provides extended dictionary for defining user friendly table and column names, calculations, default headings, column formats, and join relationships.
- Enables flexible configuration of the end-user menu interface.
- Provides selection of sort order, table join relationships, totaling, and data selection.
- Provides data export facility.
- SQL based for optimal performance.
- Generates and runs Informix ACE code subset for programmer customization.
- Easy-to-learn menu driven interface with on-line help information.
- Provides on-screen report viewing.
- Provides extensive printer routing control.
- Supports UNIX, DOS, or VMS.
- Links with Informix, Infoflex, Micro Focus Cobol, Sun Netisam, C-Isam, and D-Isam.

## 1.3 About the Document

This **Configuration Guide** is organized into two levels, Chapter and Section. Each chapter describes a major function; each section describes various aspects related to the chapter. Below is a brief description of each chapter.

### Chapter 1 Introduction

This chapter provides a synopsis of QueryFlex, its features, and the organization of this manual.

### Chapter 2 Create Dictionary

This chapter provides instructions for creating the QueryFlex Dictionary.

### Chapter 3 Configure Dictionary

This chapter provides detailed instructions on how to configure the QueryFlex Dictionary. This is where you will define user-friendly names, formats, calculations, and default headings in the dictionary.

### Chapter 4 Configure Menu

This chapter provides detailed instructions on how to configure the QueryFlex menu. This is where you will build the menu that will be presented to the end-user for creating and generating reports.

### Chapter 5 Security

This chapter provides instructions for the menu security system. In this chapter you will learn how to assign user passwords and control user access to menu choices.

### Chapter 6 Printer Setup

This chapter provides instructions for setting up printers.

### Chapter 7 Terminal Setup

This chapter provides instructions for setting up terminals.

### Chapter 8 Other Features

This chapter describes other QueryFlex features available.

### Chapter 9 General Operation Procedures

This chapter provides general instructions on how to use Infoflex-4GL menus, screens, and reports. If you have never used an Infoflex-4GL application, you should read this chapter before configuring the dictionary. This is because all of the configuration programs were developed using Infoflex-4GL.

### Chapter 10 Data Types

This chapter describes the possible data types.

### Chapter 11 Format Stings

This chapter provides instructions on how to use format strings.



## 2. CREATE DICTIONARY

### 2.1 Overview

This chapter describes how to create the QueryFlex dictionary. This operation is the first step in setting up QueryFlex for your application and is required for each application database where QueryFlex is to be used.

Before creating the QueryFlex dictionary, you must first set the QueryFlex environment variables as follows.

```
QFDIR=/.../qryflex; export QFDIR  
QFDATA=$QFDIR/demo/demo.dbs; export QFDATA  
QFDICT=$QFDIR/demo/qryflex; export QFDICT  
. $QFDIR/unx/qfsetenv
```

The **QFDIR** variable points to the directory where QueryFlex programs are installed. The **QFDATA** points to the directory where your application database resides. The **QFDICT** points to the directory where the application's QueryFlex dictionary will reside.

Once the environment variables are set, you are then ready to create the QueryFlex Dictionary for your application. To create the dictionary, type the following command.

```
qfbuild
```

This command will create the **QFDICT** directory if it does not already exist. It also creates 2 directories under **QFDICT**: **qryflex.dbs** and **bin**. The QueryFlex dictionary will be stored in **qryflex.dbs**. The QueryFlex reports will be stored in **bin**.

## 3. CONFIGURE DICTIONARY

### 3.1 Overview

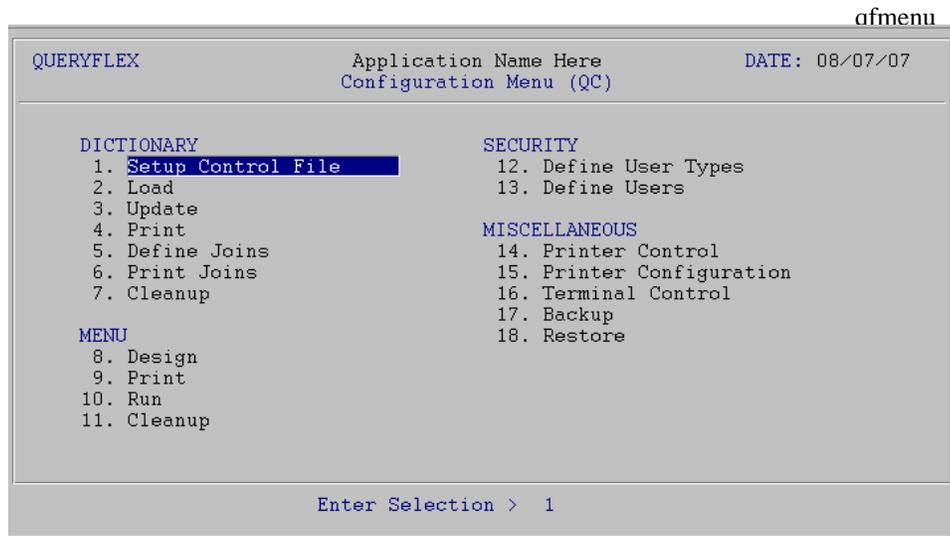
This chapter describes how to configure the QueryFlex dictionary for your application. In this chapter you will learn how to define user-friendly table and column names, join relationships, calculated columns, output formats, and default headings.

The screens for configuring the dictionary were developed with Inflex-4GL. If you have never used an Inflex-4GL application, refer to the chapter **General Operational Procedures** before continuing.

To bring up the Configuration Menu, set up the environment variables as described in the previous chapter **Create Dictionary**. Then run the following command.

**qfconfig**

The following Configuration menu will appear.



These menu choices are organized by category (e.g. Dictionary, Menu, Security, Miscellaneous). This chapter will describe the Dictionary category. Succeeding chapters will describe the other categories.

The menu choices for the Dictionary category are in the order they should be performed. The following sections describe how to use each of the Dictionary configuration choices.

### 3.2 Setup Control File

This section describes how to set up the control file. The control file is used for defining parameters that apply throughout the system.

To set up the control file, select the **Setup Control File** option on the Configuration menu. The control file screen will appear as follows.

```
afctl
QUERYFLEX  CHANGE MODE  Control File Update  DATE: 08/07/07
Application Name Application Name Here
Enter the name of your application
F1  F2  F3  F4  F5  F6  F7  F8  F9  F10  F11  F12  ^F3  ^F4  ^F5  ^F6
Save Help          Prev Next Frst Last
```

Fill in this screen with values appropriate to your installation.

When you are sure all your entries are correct, press the **SAVE** key to save your entries and return to the Configuration menu.

Below is a description of the **Control File Update** screen fields.

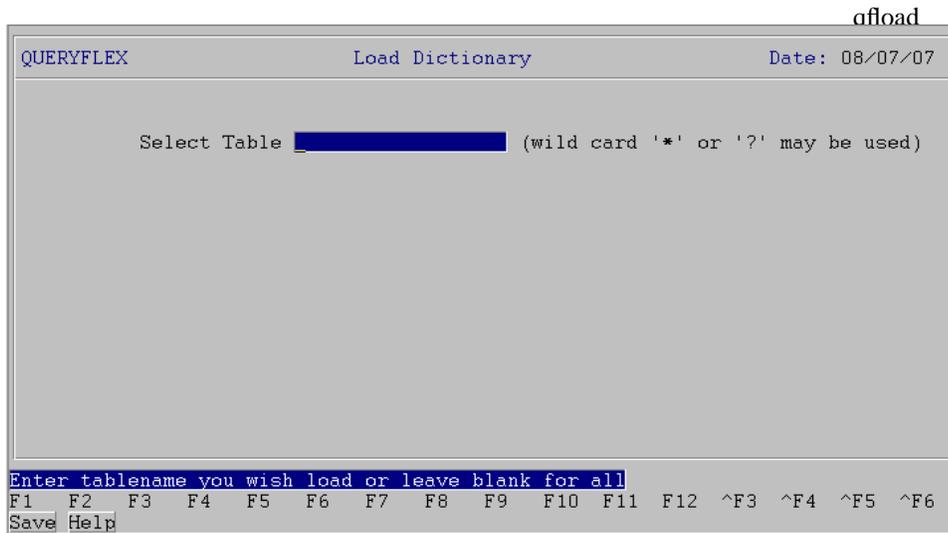
#### **Application Name**

Enter the name of the application for which QueryFlex is being setup. This name will later be displayed on QueryFlex screens.

### **3.3 Load Dictionary**

This section describes how to load the QueryFlex dictionary from your Informix or Infoflex dictionary.

To load the dictionary, select the **Load Dictionary** option on the Configuration menu. The Load Dictionary screen will appear as follows.



This screen will allow you to load one or more tables from the application’s dictionary. To load all tables, leave the table entry prompt empty.

To start the loading process, press the **SAVE** key.

As the loading takes place, the program will provide status messages at the bottom of the screen.

Below is a description of the **Load Dictionary** screen fields.

### Select Table

Enter the SQL table name that you would like to load from the the application’s database dictionary. Leaving this field empty will cause all tables to be loaded.

## 3.4 Update Dictionary

This section describes how to update the QueryFlex Dictionary. You will want to update the dictionary in order to assign user friendly table and column names, default column formats, and default headings.

To update the QueryFlex dictionary, select the **Update Dictionary** option on the Configuration menu. The Update Dictionary screen will appear as follows.

SQL Column	UserName/Heading	Type/Format	Len	Dec
module	Module	char	1	
	Module	upshift,clear		
source	Source	char	1	
	Source	upshift,clear		
batch	Batch	integer	4	
	Batch			
recno	Recno	serial	4	
	Recno			
invno	Invoice Number	char	10	
	Invoice	upshift,clear		
postno	Post No	integer	4	
	Post No			
ordno	Order Number	char	10	
	Order	upshift,clear		

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6  
 Save Help Add Qry Prev Next Frst Last Del Calc Menu

This screen is a combination *SINGLE-RECORD* and *MULTI-RECORD* type. For a general explanation how this screen works, refer the chapter **General Operational Procedures**.

You can position to a table on this screen by entering the table name or pressing the **NEXT** or **PREV** function keys. Once you have positioned to the table of interest, press the **SAVE** key to review the columns for the selected table.

Below is a description of each entry field on the **Update Dictionary** screen.

### SQL Table

This is the name of the table in your application database.

### User Name

Enter the user friendly name for this table. This will be the name the end-user sees when creating reports.

Below is a description for each field on the *MULTI-RECORD* portion of the update screen.

### SQL Column

This is the name of the column in your application database.

### User Name

Enter the user friendly name for this column. This will be the name the end-user sees when creating reports.

### Type

Enter the data type of this column. This field should have already been loaded from the application dictionary and should only be changed to match a change made in the application database. While on this screen you may press the **HELP** key to select a valid entry. Also you may refer to the 'Data Type' chapter for further explanations.

### Format

Enter the format string that will be used to display the column on reports. Refer to the **Format String** chapter for valid entries.

### Length

Enter the character length of this field.

### Dec

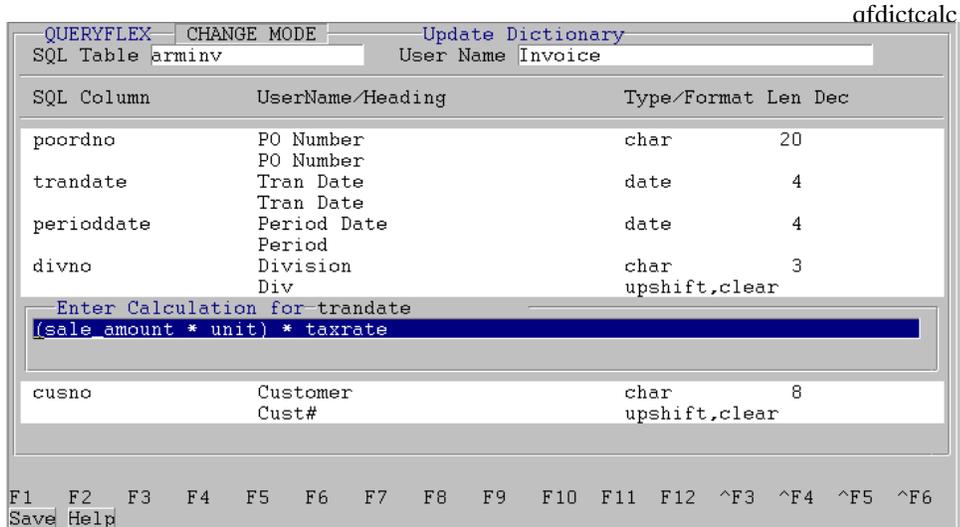
Enter the decimal length of this field.

### Heading

Enter the default heading for this column.

While on the *MULTI-RECORD* portion of the Update Dictionary screen, there are two important function keys; **CALC**, and **MENU**. The **CALC** function keys enables you to define a calculation for a column. The **MENU** key provides a number of choices for globally changing user names and formats.

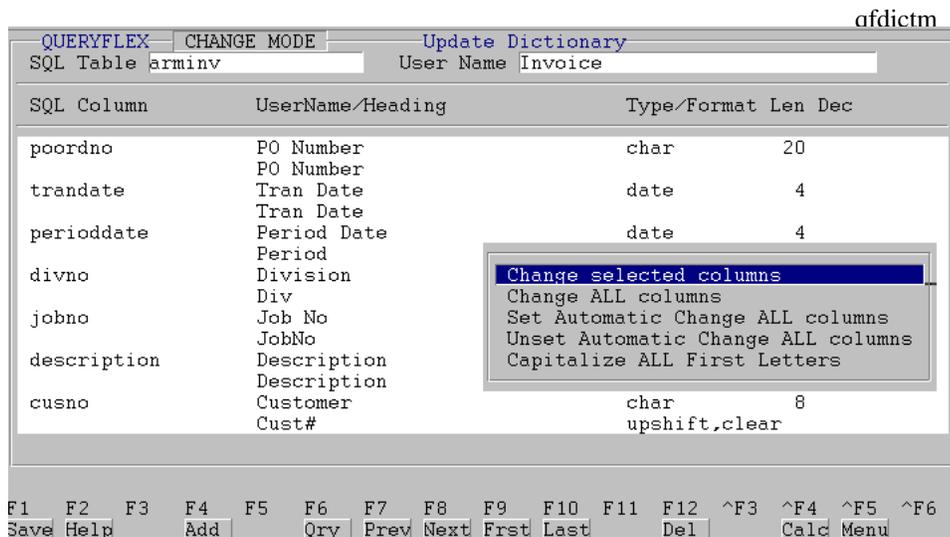
When you press the **CALC** key the following popup screen will appear for entering a calculation.



Note that when entering calculations, reference may be made to other tables by using the *tablename.columnname* convention. If you do refer to other tables, they must be joined to the current table. Also, you may use the following SQL scalar functions: *month(anydate)*, *year(anydate)*, and *day(anydate)*. *Month()* will calculate to the month value, *year()* to the year value, and *day()* to the day value.

The **MENU** function key will bring up a menu of choices. For the most part, these choices aid in the process of assigning user-friendly names and formats.

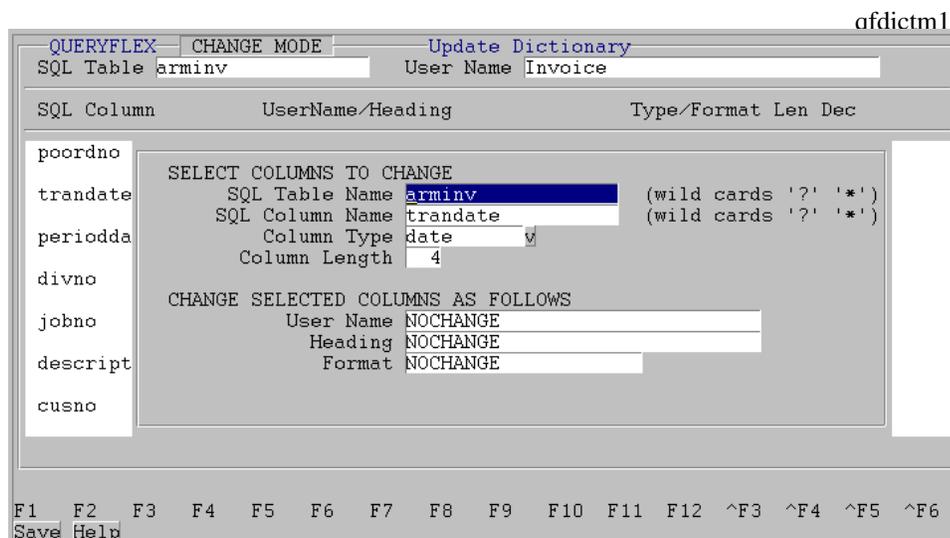
Upon pressing the **MENU** key the following popup will be displayed.



Each of these menu options on this popup are described below.

### Changes selected columns

This menu option is for globally changing columns. Upon choosing this menu option the following popup screen will appear.



The top half of the popup screen is for specifying the characteristics of the columns you wish to change. The bottom half of the popup screen is for specifying the change you wish to make.

### Change ALL columns

This menu option finds all columns with the same name as the current one (the one cursored on prior to pressing MENU key) and assigns them the current user column name, heading name, and format.

### Set Automatic Change ALL column

This menu option causes the previous menu option to be automatically invoked whenever columns are saved.

### Unset Automatic Change ALL column

This menu option turns off the previous menu option.

### Capitalize ALL First Letters

This menu option capitalizes the first letter of the user column name and heading for ALL columns.

## 3.5 Print Dictionary

This section describes how to print the dictionary.

To print the dictionary, select the **Print Dictionary** option on the Configuration menu. The **Print Dictionary** screen will appear as follows.

```
afdictr
QUERYFLEX Dictionary Report DATE: 08/07/07
Report Destination S (S=Screen, P#=Printer, D=Disk, A=Aux)
Table Name
Report Destinations: (D)isk, (E)mail, (F)ax, (P)rint, (S)creen, (A)ux.
F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6
Run Help Kill
```

This screen will allow you to print one or more tables from the QueryFlex dictionary. To print all tables leave the table entry prompt empty. While on the table entry prompt you can press the **HELP** key to select from a list of valid tables.

To start the report press the **RUN** key.

Below is a sample report listing.

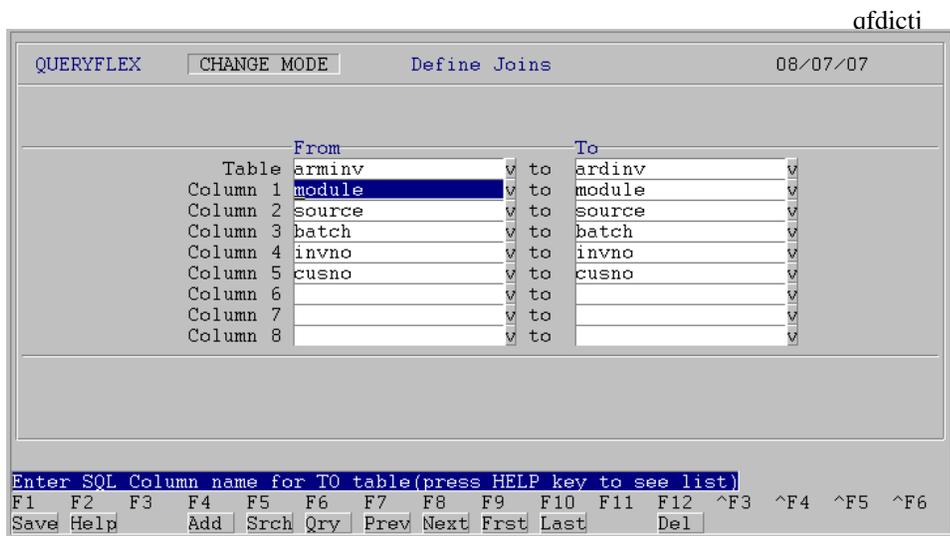
QUERYFLEX	Dictionary Report	qfdict	Page: 1
Table	Column	UserName/Heading	Date: 08/07/07
		Type/Format	Len Dec
arminv		Invoice	
	module	Module	char 1
		Module	upshift,clear
	source	Source	char 1
		Source	upshift,clear
	batch	Batch	integer 4
		Batch	
	recno	Recno	serial 4
		Recno	
	invno	Invoice Number	char 10
		Invoice	upshift,clear
	postno	Post No	integer 4
		Post No	
	ordno	Order Number	char 10
		Order	upshift,clear
	poordno	PO Number	char 20
		PO Number	
	trandate	Tran Date	date 4
		Tran Date	
	perioddate	Period Date	date 4
		Period	
	divno	Division	char 3
		Div	upshift,clear
	jobno	Job No	char 8
		JobNo	
	description	Description	char 40
		Description	
	cusno	Customer	char 8
		Cust#	upshift,clear
	scusno	Subsidiary	char 6
		Sub	upshift,clear
	nof_cusno	nof_cusno	integer 4
		nof_cusno	
	duedate	Due Date	date 4
		Due Date	
	discountdate	Discount Date	date 4
		Disc.Date	
	discountallow	Discount Allowable	money 16 2
		Disc.Allow	
	nondiscountamount	Nondiscountamount	money 16 2
		Nondiscountamount	
	taxcode	Tax Code	char 3
		Tax	upshift,clear
	termcode	Terms Code	char 3
	amount	Amount	money 16 2
		Amount	
armcus		Customer Table	
	cusno	Customer	char 8
		Cust#	upshift,clear
	entdate	Entdate	date 4
		Entdate	
	enterby	Enterby	char 12
		Enterby	
	srccode	Srccode	char 6
		Srccode	upshift,clear
	company	Company	char 40
		Company	
	name	Name	char 30
		Name	
	address1	Address1	char 30
		Address1	
	address2	Address2	char 30
		Address2	
	address3	Address3	char 30
		Address3	
	city	City	char 30
		City	
	state	State	char 2
		State	upshift,clear
	zip	Zip	char 10
		Zip	upshift,clear
	countrycode	Countrycode	char 3
		Countrycode	upshift,clear
	contact	Contact	char 30
		Contact	
	title	Title	char 40
		Title	
	phone	Phone	char 15

phoneext	Phone Phoneext	char	5
fax	Fax Fax	char	15
fax_invoice	Fax_invoice Fax_invoice	char upshift,clear	1
email	Email Email	char	60
email_invoice	Email_invoice Email_invoice	char upshift,clear	1
inactive	inactive	char	1

### 3.6 Define Joins

This section describes how to define the join relationship between tables.

To define joins, select the **Define Joins** option on the Configuration menu. The Define Joins screen will appear as follows.



This screen is a *SINGLE-RECORD* entry screen and will allow you to define as many joins as needed by your application.

Below is a description of each entry field on the **Define Joins** screen.

**Table From**

Enter the SQL table name that joins to SQL another table.

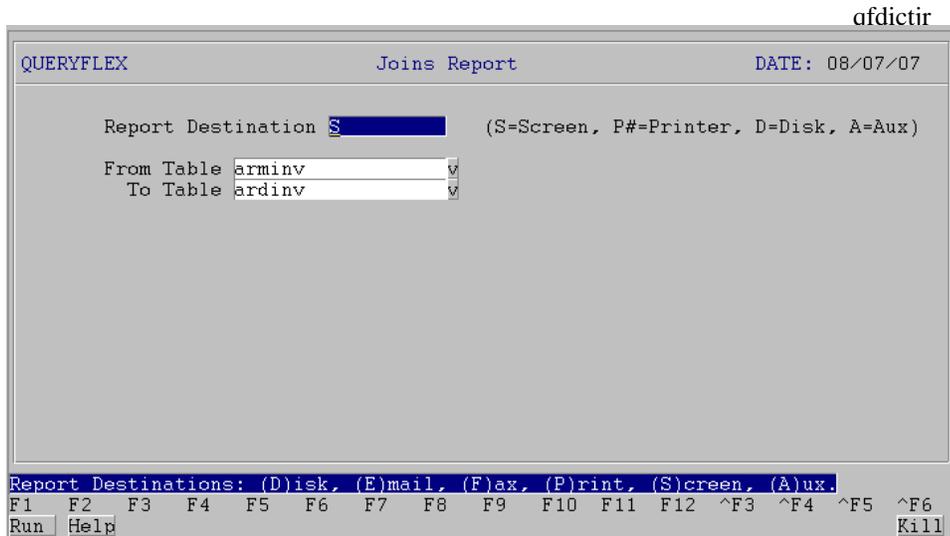
**Table To**

Enter the SQL table name that joins with previous SQL table.

### 3.7 Print Joins

This section describes how to print the QueryFlex join definitions.

To print the joins definitions, select the **Print Joins** option on the Configuration menu. The **Print Joins** screen will appear as follows.



This screen will allow you to print specific joins from the QueryFlex dictionary or all joins. To print all joins, leave the table entry prompts empty. While on the table entry prompts, you can press the **HELP** key to select from a list of valid tables.

To start the report press the **RUN** key.

Below is a sample report listing.

```

                                qfdictjr
QUERYFLEX                      Joins Report      Page:      1
                                Date: 08/07/07
FROM:                          TO:
-----
arminv                          ardinvs
 1:module                       module
 2:source                       source
 3:batch                        batch
 4:invno                        invno
 5:cusno                        cusno
-----
```

### 3.8 Cleanup Dictionary

This section describes how to cleanup the QueryFlex dictionary. Use this feature if your application dictionary has changed and you need to make the corresponding changes to your QueryFlex dictionary.

To cleanup the dictionary select the **Cleanup Dictionary** option on the Configuration menu. The **Cleanup Dictionary**

screen will appear as follows:

afdictclean

```
QUERYFLEX                      Clean Dictionary                      Date: 08/07/07

Select Table                  (wild card '*' or '?' may be used)

      UPDATE columns(Y/N)? Y *
      ADD new tables(Y/N)? Y
      DELETE obsolete tables(Y/N)? Y
      DELETE obsolete joins(Y/N)? Y
      Re-order columns(Y/N)? N

*NOTE new columns will be added to menus as well.

Enter tablename you wish cleanup or leave blank for all
F1  F2  F3  F4  F5  F6  F7  F8  F9  F10 F11 F12 ^F3 ^F4 ^F5 ^F6
Save Help
```

## 4. CONFIGURE MENU

### 4.1 Overview

This chapter describes how to configure the QueryFlex menu for your application. In this chapter you will learn how to build the end-user menus based on your application's modules, relations, tables, and columns.

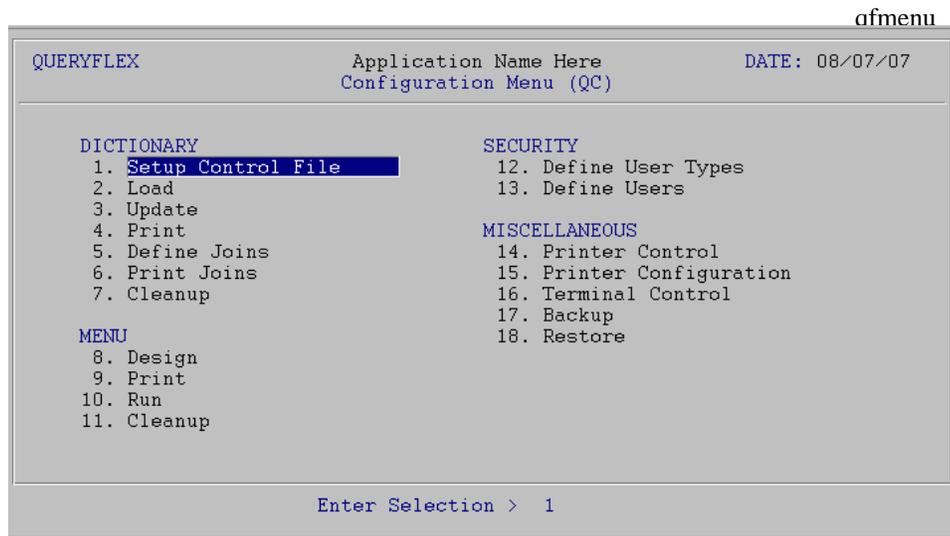
The screens for configuring the menu were developed with Inflex-4GL. If you have never used an Inflex-4GL application, refer to the chapter **General Operational Procedures** before continuing.

To bring up the Configuration Menu run the following command.

**qfconfig**

Note that prior to running **qfconfig**, you must have set up the environment variables as described in the previous chapter **Create Dictionary**.

Upon entering the above command the following Configuration Menu will appear.

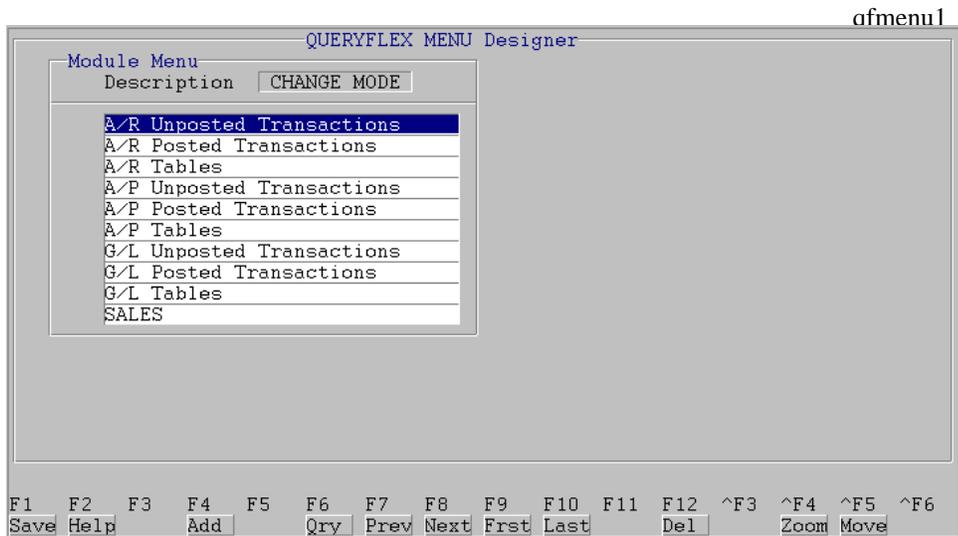


This chapter describes the choices under under the category MENU. These choices are in the order in which they should be performed. The following sections describe each of these menu configuration choices.

### 4.2 Design Menu

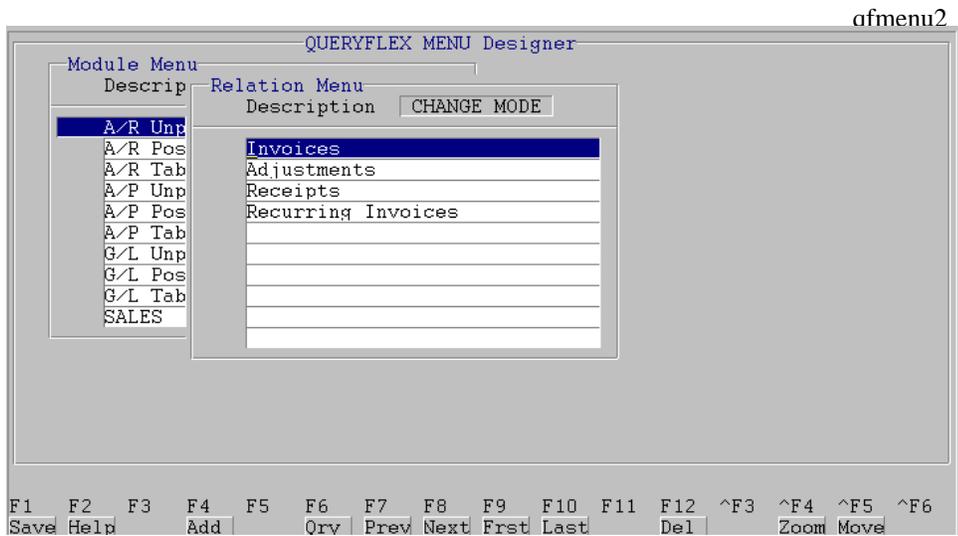
This section describes how to build the menu that will be presented to the end-user for generating "ad hoc" reports. Menus will be built by organizing modules, relations, and tables into menus. A module is a group of relations and a relation is a group of one or more joined tables.

Select the **Design Menu** option on the Configuration menu. The **Design Menu** screen will appear as follows:



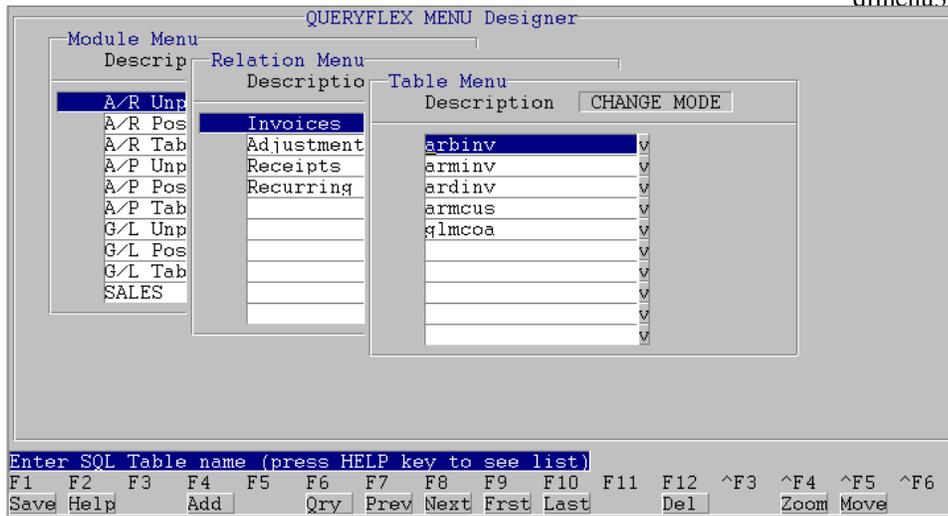
The **Design Menu** screen above is for defining modules, relations, tables, and columns; in that order. The first screen that will popup is the screen for defining modules. While on the module screen you may define as many modules as appropriate for your application. Note there may already be a module defined called **ALL Tables**. This module is automatically created by the **Load Dictionary** procedure and contains all of your application tables.

Pressing the **ENTER** key while on a module will bring up the the popup screen for defining relations for the selected module. As described earlier, a relation is a collection of one or more joined tables. The Relation Menu screen will appear as follows.



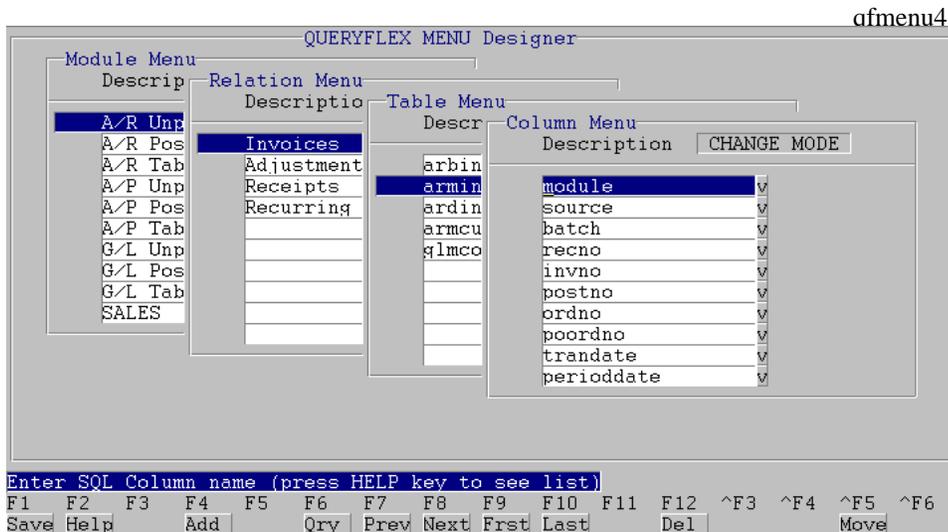
Use the Relation Menu screen to define all relations for the module.

Press the **ENTER** key while on a relation to bring up the popup screen for defining tables for the selected relation. The Table Menu screen will appear as follows.



Use the Table Menu screen, to define tables all tables for the relation. If you enter more than one table there must be a join defined for them in the **Define Joins** option previously discussed.

Pressing the **ENTER** key while on a table will bring up the the popup screen for defining the table's columns. The Column Menu screen will appear as follows.



By default the columns will already be loaded as a result of defining a table. While on the Column screen you may delete columns that you do not want to be seen by the end-user.

While on any of the **Design Menu** screens, you can use the **MOVE** function key to reorder the choices. The **MOVE** function key will allow you to move rows using a two step process. First cursor to the row to be moved then press the **MOVE** key. Next cursor to the destination row and press the **MOVE** key again.



Module Relation Table Columns

A/R Unposted Transactions

Invoices

```

Batch(arbinv)
  Module(module)
  Source(source)
  Batch(batch)
  Post No(postno)
  Entry Date(entdate)
  Count(count)
  Amount(amount)
Invoice(arminv)
  Module(module)
  Source(source)
  Batch(batch)
  Recno(recno)
  Invoice Number(invno)
  Post No(postno)
  Order Number(ordno)
  PO Number(poordno)
  Tran Date(trandate)
  Period Date(perioddate)
  Division(divno)
  Job No(jobno)
  Description(description)
  Customer(cusno)
  Subsidiary(scusno)
  nof_cusno(nof_cusno)
  Due Date(duedate)
  Discount Date(discountdate)
  Discount Allowable(discountallow)
  Nondiscountamount(nondiscountamount)
  Tax Code(taxcode)
  Terms Code(termcode)
  Salesmancode(salesmancode)
  Moduleoverride(moduleoverride)
  Amount(amount)
G/L Distribution(ardinv)
  Recno(recno)
  Module(module)
  Source(source)
  Batch(batch)
  Invoice Number(invno)
  Customer(cusno)
  Post No(postno)
  G/L Account(glcode)
  Linedescription(linedescription)
  Amount(amount)
Customer Table(armcus)
  Customer(cusno)
  Entdate(entdate)
  Enterby(enterby)
  Srccode(srccode)
  Recno(recno)
  Company(company)
    
```

## 4.4 Run

This section describes how to run Queryflex as the end-user will see it.

To run Queryflex, select the **Run** option on the Configuration menu. Refer to the **User Guide** for further instructions.

## 4.5 Cleanup Menu

This section describes how to cleanup the Queryflex menu. Use this feature if you have modified the Queryflex dictionary and would like those changes also made to the Queryflex menu.

To cleanup the menu select the **Cleanup Menu** option on the Configuration menu. The **Cleanup Menu** screen will appear as follows:

afmenuclean

QUERYFLEX Clean Menu Date: 08/07/07

Select Table  (wild card '\*' or '?' may be used)

UPDATE columns(Y/N)?

DELETE obsolete tables(Y/N)?

DELETE unjoined tables(Y/N)?

UPDATE ALL Tables menu choice(Y/N)?

Re-order menu columns(Y/N)?

Enter tablename you wish cleanup or leave blank for all

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6

Save Help

# 5. SECURITY

## 5.1 Overview

This chapter describes the menu security system. This chapter will show you how to (1) assign user passwords and (2) control user access to menu choices. Both of these security options may be user specific.

There are 2 steps in setting up menu security. The first step is to define **User Types** and their respective permissions. The second step is to define each **User Account** and assign them their **User Type**.

The following sections will describe each of these steps in greater detail.

## 5.2 Defining User Types

To define user types, select the menu choice **Define User Types**. The following screen will appear.

afmenutype

User Type	Description
sales	Sales Agent
apclerk	Account Payable Clerk
arclerk	Accounts Receivable Clerk
superuser	System Administrator

Press PERM function key to assign MENU permissions

Enter User Type Code

F1	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12	^F3	^F4	^F5	^F6
Save	Help		Add		Qry	Prev	Next	Frst	Last		Del		Perm	Clr	Copy

Below is a description of each field on the above screen.

### User Type

Enter a user type. Define a user type for each group of users that will have like permissions.

### Description

This is a freeform description field.

To specify menu permissions for a user type, press the **PERM** Function key. Upon pressing the **PERM** key, the Menu Permission screen will appear as shown below.

QU Module Menu Permissions YPES AND PERMISSIONS DATE: 08/07/07

U

	A/R Unposted Transactions
	A/R Posted Transactions
	A/R Tables
	A/P Unposted Transactions
	A/P Posted Transactions
	A/P Tables
	G/L Unposted Transactions
	G/L Posted Transactions
	G/L Tables
	SALES
	SALES Tables
	PURCHASE ORDER

Press PERM function key to assign MENU permissions

Enter '-' to deny permission, '=' to not show menu choice

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6

Save Help Qry Prev Next Frst Last Zoom

The column preceding each menu choice is where you will grant permissions. This column may be one of 3 values.

Value	Description
blank	allow permission to execute the menu choice.
-	deny permission to execute the menu choice.
=	do not show menu choice.

There are 4 levels of menus for which you may specify permissions; module, relation, table, and column. The top level (shown above) is for the Module Menu Permission screen. The **ZOOM** function key allows you to descend each level.

The following is the Relation Menu Permission screen.

QU Module Menu Permissions YPES AND PERMISSIONS DATE: 08/07/07

U

	A/R Un	Relation Menu Permissions
	A/R Po	Invoices
	A/R Ta	Adjustments
	A/P Un	Receipts
	A/P Po	Recurring Invoices
	A/P Ta	
	G/L Un	
	G/L Po	
	G/L Ta	
	SALES	
	SALES	
	PURCHA	

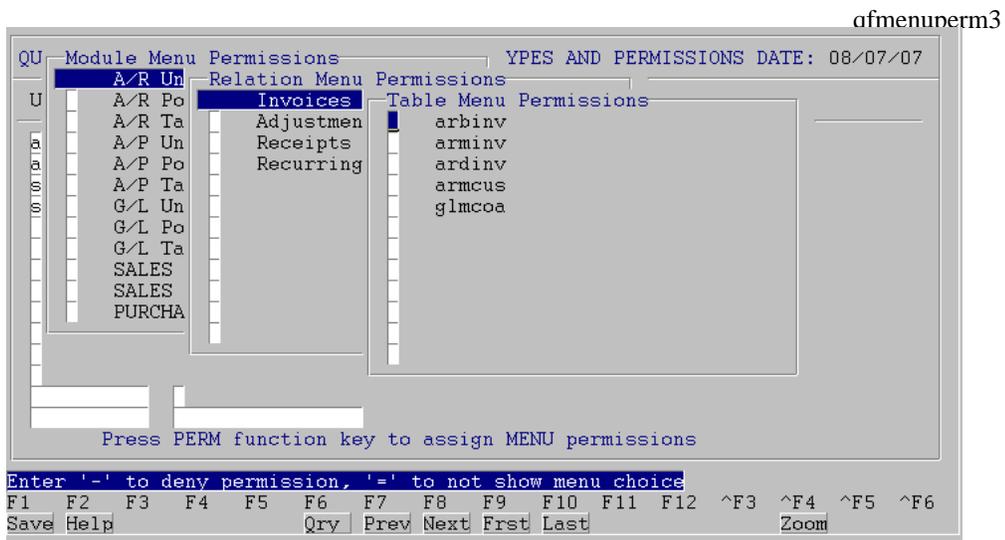
Press PERM function key to assign MENU permissions

Enter '-' to deny permission, '=' to not show menu choice

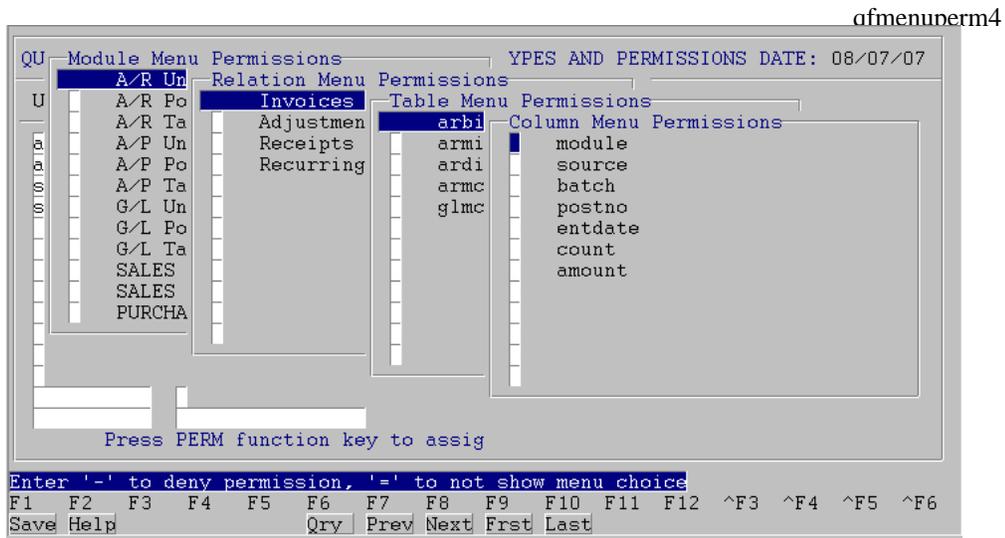
F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6

Save Help Qry Prev Next Frst Last Zoom

The following is the Table Menu Permission screen.



The following is the Column Menu Permission screen.



When you are finished press the **ESCAPE** key to exit.

Besides the **PERM** function key, there are two other important functions keys available when defining **User Types**: **CLR** and **COPY**. The **CLR** function clears previous menu permission settings. The **COPY** key copies menu permissions from one **User Type** to another. Each of these functions is shown below.

Upon pressing the **CLR** function key, the following screen will appear.

QUERYFLEX    CHANGE MODE    DEFINE USER TYPES AND PERMISSIONS DATE: 08/07/07

User Type	Description
apclerk	Account Payable Clerk
arclerk	Accounts Receivable Clerk
sales	Sales Agent
superuser	System Administrator

Clear permissions for ALL User Types

Press SAVE function key to clear  
Press ESCAPEKEY to abort

Press PERM function key to assign MENU permissions

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6  
Save Help

To clear a specific **User Type**, enter the user type in the prompt provided. To clear **ALL User Types**, leave the prompt empty.

Upon pressing the **COPY** function key, the following screen will appear.

QUERYFLEX    CHANGE MODE    DEFINE USER TYPES AND PERMISSIONS DATE: 08/07/07

User Type	Description
apclerk	Account Payable Clerk
arclerk	Accounts Receivable Clerk
sales	Sales Agent
superuser	System Administrator

Copy permissions for User Type **arclerk**  
to User Type

Press SAVE function key to copy  
Press ESCAPEKEY to abort

Press PERM function key to assign MENU permissions

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6  
Save Help

To copy permissions from one **User Type** to another fill in the *for* and *to* **User Types** on the above screen.

### 5.3 Defining Users

To define users and assign them their **User Type** permissions, select the menu choice **Define Users**. The following screen will appear.



## 6. PRINTER SETUP

### 6.1 Overview

This chapter shows how to manage your printers using the **Printer Control File** and the **Printer Configuration File**. The **Printer Control File** is where you will define your printer's command sequences for compressed print and pitch. The **Printer Configuration File** is where you will specify additional printer parameters such as its identification name, printer control file name, character width, and page length. Both of these printer files are optional and are only necessary if you require the control features they offer.

### 6.2 Printer Control File

This section describes how to install and edit a printer control file. The printer control file contains command sequences that are specific to your printer model. These command sequences control printer characteristics such as compressed print and pitch levels. The following 2 subsections describe how to Install and Edit the **Printer Control File**.

#### 6.2.1 Installing the Printer Control File

Install the **Printer Control File** by assigning the control file name to the environment variable **FXPRINT**. Below is the command to set **FXPRINT**.

```
FXPRINT=hplaser; export FXPRINT
```

#### 6.2.2 Editing the Printer Control File

If the **Printer Control File** must be modified or does not exist, you will need to edit/create it. To edit/create a printer control file, select **Printer Control** on the the Configuration menu.

The following menu will appear:

```
SELECT PRINTER TYPE

1. tosh351   : Toshiba P351/P321/P341
2. hplaser2  : HP Laserjet Series II
3. ex800     : Epson EX-800
4. pan1091   : Panasonic KX-P1091
5. nec2080   : Nec 2080
```

```
Enter printer number (a=add, q=quit):
```

If the printer is not on the menu, add it by entering an 'a' to the above prompt. The system will prompt you for the printer name and then add it to the list of selectable printers.

After selecting a printer the following menu will appear:

```
P R I N T E R   S U P P O R T   M E N U ( /usr2/fx/dev )
```

- ```
-----  
1. Assign settings.  
2. Display settings.  
3. Print settings.  
4. Test settings.  
5. Save settings.  
6. Save & Install settings to /usr2/fx/dev.  
Q. Quit.
```

```
Select Menu Option #
```

The following subtopics briefly describe what each above menu option does.

### 1. Assign settings

You will be placed in an editor to assign control sequences. The control sequences are written in **termcap** style (eg., the **ESC** character is `\E`).

### 2. Display settings

Control sequences will be displayed at the terminal.

### 3. Print settings

Control sequences are printed.

### 4. Test settings

This option is not implemented at this time.

### 5. Save settings

This option saves the control sequence settings to the directory **.../fx/src/term**.

### 6. Save & Install settings to .../fx/dev

This option saves the control sequence settings to the directories **.../fx/src/term** and **.../fx/dev**. The version in **.../fx/dev** will be used by Infoflex at run-time.

### Q. Quit

This option exits the program.

## 6.3 Printer Configuration File

This section describes how to install and edit a **Printer Configuration File**. The **Printer Configuration File** allows you to specify additional parameters about each printer such as its identification name, printer control file name, character width, and page length. The following 2 subsections describe how to Install and Edit the **Printer Configuration File**.

### 6.3.1 Installing the Printer Configuration File

Installation of the **Printer Configuration File** consists of assigning the environment variable **FXPRT** the fullpath of where the configuration file resides. A sample configuration file resides in the path **.../qryflex/fx/dev/prconfig** or **.../fx/dev/prconfig**.

To set the **FXPRT** environment variable for the sample configuration file enter the following command.

```
FXPRT=.../qryflex/fx/dev/prconfig; export FXPRT
```

Note that you should copy the sample **prconfig** file to a private area so any future updates will not overwrite your changes.

### 6.3.2 Editing the Printer Configuration File

The next step after installing your printer configuration file is to customize it for your site.

To customize the configuration file select **Printer Configuration** on the the Configuration menu. You will then be placed in an editor in order to modify the configuration file.

The sample configuration will appear as follows.

| Infoflex Name | OS Name   | Printflex Name | Width | Length | Bottom Margin | End Feed | Options     |
|---------------|-----------|----------------|-------|--------|---------------|----------|-------------|
| 0             | laserjet  | hplaser        | 80    | 60     | 2             | Y        |             |
| 1             | laserjet  | hplaser        | 80    | 60     | 10            | Y        | -olandscape |
| 2             | laserjet2 | hplaser        | 170   | 60     |               |          |             |
| 3             | deskjet   | hplaser        | 170   | 60     |               |          |             |
| disk          | Serial    | hplaser        | 80    | 60     |               |          |             |

Below is a description of each field or column.

#### Infoflex Name

This is the name Infoflex uses to refer to the printer. To route an Infoflex report to this printer you would enter a **Report Destination** of **P** followed by the Infoflex printer name. For example,

**Report Destination: P1**

If you enter a **P** without an Infoflex printer name, it will default to the Infoflex printer name **0**.

Note that users can have different default printers by assigning them different **Printer Configuration Files**.

**OS Name**

This is the operating system's destination name for this printer. For Windows/NT use lpt1, lpt2, etc..

**Printflex Name**

This is the name of the **Printer Control File** that applies to this printer.

**Width**

This is the printer's character width. If the report output exceeds this width it will automatically be compressed (provided the compressed print sequences are defined in the **Printer Control File**).

**Length**

This is the printer's lines per page. This is important for correctly aligning pages.

**Bottom Margin**

Not used at this time.

**End Formfeed**

Enter "Y" if you would like a formfeed at the end of each report.

**Options**

These options are passed *as is* to the printers interface program. One popular option is the landscape option which would be specified here as *-landscape*. This feature is not available on DOS/WINDOWS.

## 7. TERMINAL SETUP

### 7.1 Overview

This chapter shows how to manage your terminals using the **Terminal Control File**. The **Terminal Control File** is required in order to run Infoflex screens under UNIX operating systems only. The **Terminal Control File** is where you will define your terminal's command sequences for such characteristics as video attributes and key recognition.

### 7.2 Terminal Control File

This section describes how to install and edit a terminal control file. The terminal control file contains command sequences that are specific to your terminal model. These command sequences control terminal characteristics such as video attributes and key recognition. The following 2 subsections describe how to Install and Edit the **Terminal Control File**.

#### 7.2.1 Installing the Terminal Control File

Install the **Terminal Control File** by assigning the control file name to the environment variable **FXTERM**. Below is the command to set **FXTERM**.

```
FXTERM=wyse60; export FXTERM
```

Normally you will not need to set **FXTERM** because it defaults to the value of **TERM**.

#### 7.2.2 Editing the Terminal Control File

If the **Terminal Control File** must be modified or does not exist, you will need to edit/create it. To edit/create a terminal control file, select **Terminal Control** on the Configuration Menu.

The following menu will appear:

```
SELECT TERMINAL TYPE

1. tvi910 : TeleVideo 910
2. tvi920 : TeleVideo 912C/920C
3. tvi925 : TeleVideo 925
4. vt52   : DEC VT52
5. adm3a  : LSI ADM 3A
6. viewpt : ADDS Viewpoint/3A Plus
7. altos3 : Altos III
8. altos4 : Altos IV
9. altos5 : Altos V
10. wyse  : Wyse WY-100
11. wyse50 : Wyse 50+
12. wyse60 : Wyse 60
13. pcunx : ISC UNIX 5.3
14. pcxnx : SCO XENIX
15. ansi  : SCO XENIX V/386
```

```
Enter terminal number (a=add, q=quit): 8
```

If the terminal is not on the menu, add it by entering an 'a' to the above prompt. The system will prompt you for the terminal name and then add it to the list of selectable terminals.

After selecting a terminal the following menu will appear:

```
TERMINAL SUPPORT MENU (/usr2/fx/dev)
```

- ```
-----
```
1. Assign CRT & ACTION KEY Settings.
  2. Assign ACTION KEYS Settings via Keyboard.
  3. Display CRT Settings.
  4. Display ACTION KEY Settings.
  5. Print Settings.
  6. Test Settings.
  7. Save Settings.
  8. Save & Install Settings to /usr2/fx/dev.
  9. Load Settings from TERMCAP file.
  - Q. Quit.

Select Menu Option #

The following subtopics discuss what each above menu option does.

### 1. Assign CRT & ACTION KEY Settings

You will be placed in an editor to assign control sequences. The control sequences are written in **termcap** style (eg., the ESC character is **\E**).

### 2. Assign ACTION KEYS Settings via Keyboard

In this mode, you can define the control sequence for a action key by simply pressing the action key at the keyboard. Action keys are defined as non-data entry keys such as Function keys, Arrow keys, and Control keys.

### 3. Display CRT Settings

Terminal output control sequences will be displayed at the terminal. A \* by the capability description indicates that the capability is required by Infocflex. A \*\* indicates that the capability is desirable.

### 4. Display ACTION KEY Settings

Keyboard input control sequences for action keys will be displayed at the terminal.

### 5. Print Settings

Control sequences are printed.

## 6. Test Settings

This option is not implemented at this time.

## 5. Save settings

This option saves the control sequence settings to the directory **.../fx/src/term**.

## 6. Save & Install settings to .../fx/dev

This option saves the control sequence settings to the directories **.../fx/src/term** and **.../fx/dev**. The version in **.../fx/dev** will be used by Infflex at run-time.

## 9. Load Settings from TERMCAP file

This option loads the control sequences definitions from your UNIX **/etc/termcap** file. Be sure that the terminal name assigned in the **termflex.dir** file is the same as the one in **termcap**.

After loading from **termcap**, the **A\_TYPE** capability may need to be updated. **A\_TYPE** tells TERMFLEX how to set a video attribute. This flag is set to **1** if the terminal sets attribute bytes before and after an output string. The flag is **0** if the terminal does not bracket the output string with attribute bytes. This setting corresponds to the **sg#** parameter of **termcap**. TERMFLEX assumes that the terminal will use a consistent method for outputting video attributes. This may not always be the case as **termcap** will allow a mixture of methods (eg.: **sg#0**, **ug#1**). To resolve this you will want to use the specific attribute control sequences in your terminal manual to define attribute settings.

## Q. Quit

This option exits the program.

## 8. OTHER FEATURES

### 8.1 Running Reports from the Command line

This chapter describes how to run QueryFlex reports from the command line.

The syntax for running a QueryFlex report from the command line is as follows.

```
qfrun reportname <ownerID>
```

# 9. GENERAL OPERATIONAL PROCEDURES

## 9.1 Overview

This chapter describes the general characteristics of the 3 major program types: menus, screens, and reports. Once you learn these general characteristics you will be ready to handle any QueryFlex configuration program.

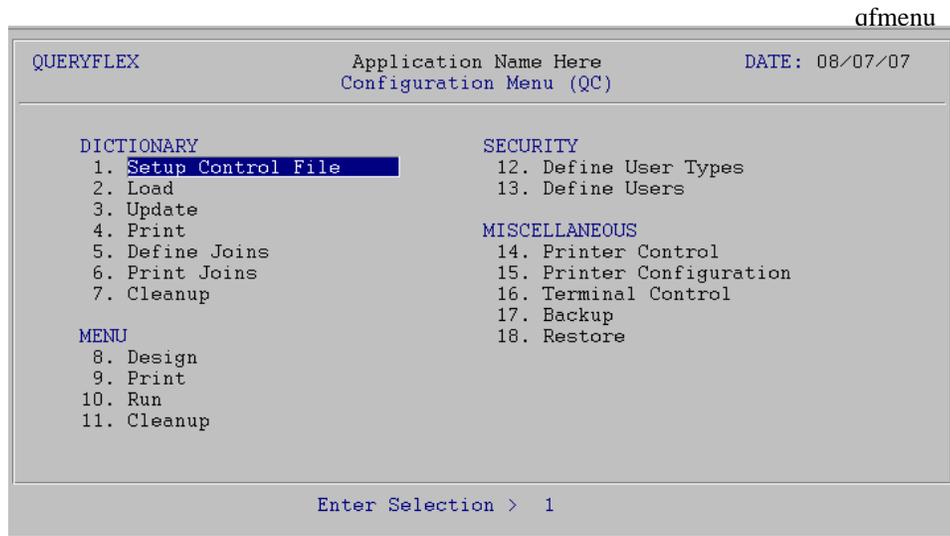
One key that is consistent for all QueryFlex programs and one that you should make a point to remember is the **ESCAPE** key (labeled **Esc** on the keyboard). The **ESCAPE** key may be pressed at any time to exit menus, screens, and reports. So whenever you feel lost, press the **ESCAPE** key to get back from where you came.

The following sections describe each major program type.

## 9.2 Menus

QueryFlex is a menu-driven system in which tasks are selected from a series of menus. To select a menu choice, you can either cursor to the desired choice or type its number then press the **ENTER** key.

An example of the QueryFlex Configuration menu is displayed below:



## 9.3 Screens

Data entry screens allow you to add, change, delete, or view information in a database.

There are 3 types of data entry screens: *SINGLE-RECORD*, *MULTI-RECORD*, and a combination of both. The *SINGLE-RECORD* screen will allow you to work on one database record at a time. The *MULTI-RECORD* screen allows you to work

on multiple database records at the same time. The *MULTI-RECORD* screen provides a spreadsheet-like interface to your database.

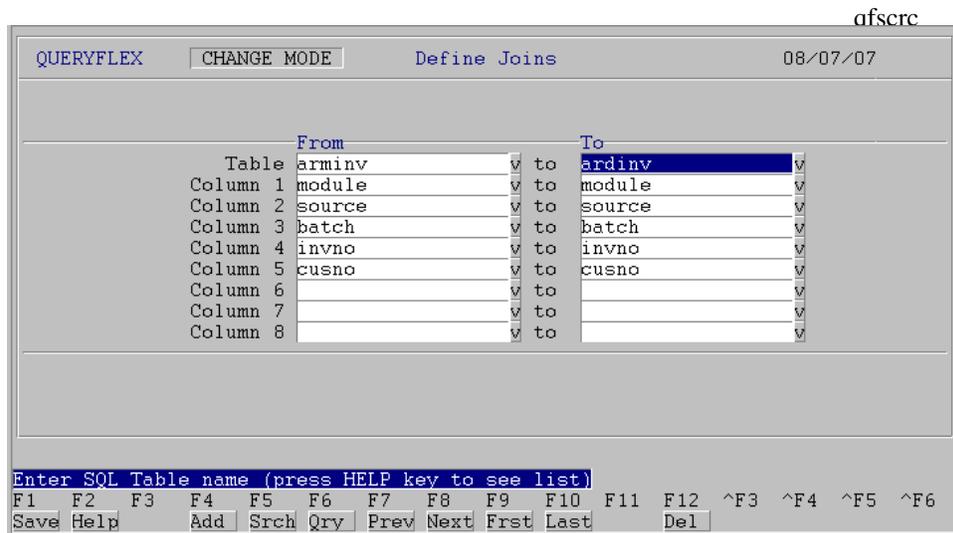
All QueryFlex screens display function key labels at the bottom of each screen. These function key labels inform you which functions keys are active. Inactive function keys show dashes '----'. Throughout this document, we will refer to function keys using their label names instead of their function key number.

In the following subsections you will learn how to use the three screen types.

### *SINGLE-RECORD* Screen

The initial mode for *SINGLE-RECORD* screens is normally **CHANGE**. **CHANGE** mode allows you to modify existing records. When you are in **CHANGE** mode, the **CHANGE MODE** message will appear at the top of the screen.

An example of a *SINGLE-RECORD* screen in **CHANGE** mode is shown below.



There are several function keys that will help you locate records you would like to change. The **FRST** key will locate the first record in order of the *index* field. The *index* field on all *SINGLE-RECORD* screens is where the cursor first appears. Pressing **LAST** will select the last record. Entering a value in the *index* field and pressing **NEXT** will bring up the next record in order. **NEXT** also enables you to locate records with a partial value. For example, if you know that the *index* field begins with "AC", enter "AC" then press **NEXT** to see the first record starting with "AC". **PREV** works similarly but selects previous records.

The **SRCH** and the **QRY** keys provide two other methods for locating records. **SRCH** locates records using alternative *index* fields and **QRY** locates records using any combination of fields with wild cards. These two methods are discussed in the subsequent sections **Screens - Searching** and **Screens - Query-by-Example**.

Once you have located a record and have made your modifications, press the **SAVE** key to update the database.

If you do not wish to save your changes, press the **ESCAPE** key to abort or exit the screen. If changes have been made you will be prompted to confirm your choice.

The **DEL** key is used to delete the record. You will be prompted to confirm the deletion.

The **HELP** key provides online documentation for the field where you are cursored. If the field you are on is a code field, a popup list of valid entries will be displayed. While on the popup list you may press the **ENTER** or **SAVE** key to select a code. More information about the help feature can be found in the subsequent section **Screens - Help**.

The **ADD** key switches the screen to **ADD** mode in order to add a new record. When you are in **ADD** mode, the **ADD MODE** message appears at the top of the screen.

An example of a *SINGLE-RECORD* screen in **ADD** mode is shown below.

afscra

Table	From		to	To
Column 1		▼	to	▼
Column 2		▼	to	▼
Column 3		▼	to	▼
Column 4		▼	to	▼
Column 5		▼	to	▼
Column 6		▼	to	▼
Column 7		▼	to	▼
Column 8		▼	to	▼

Enter SQL Table name (press HELP key to see list)

F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 ^F3 ^F4 ^F5 ^F6  
 Save Help Chg

To add a record fill in the screen with the appropriate data and press **SAVE**.

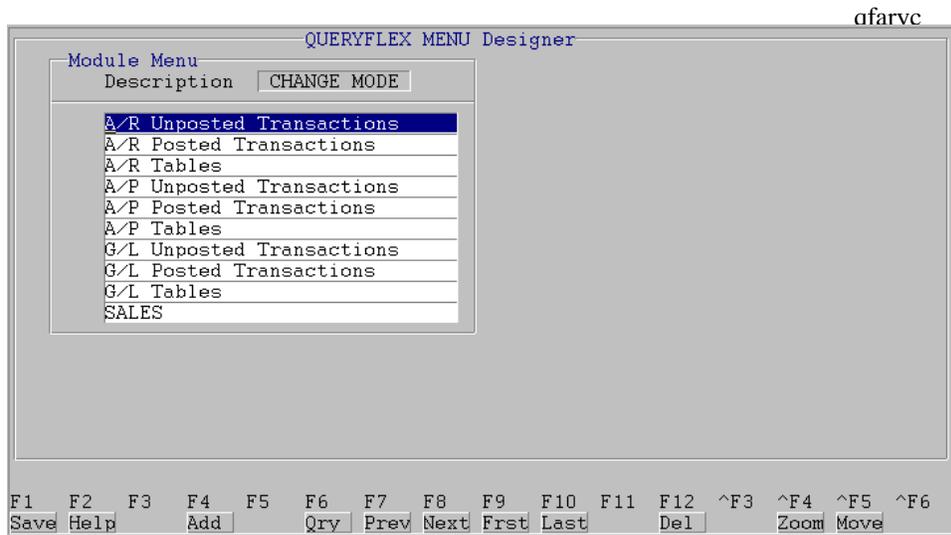
While in **ADD MODE** you may return to **CHANGE** mode by pressing the **CHG** key.

### *MULTI-RECORD* Screens

The *MULTI-RECORD* screen allows you to Add or Change more than one record at a time.

As with the *SINGLE-RECORD* screen the initial mode is usually **CHANGE**. When you are in **CHANGE** mode, the **CHANGE MODE** message appears at the top of the screen.

An example of an *MULTI-RECORD* screen in **CHANGE** mode is shown below.



Each row on the screen above represents a record. Several function keys are available for locating records. The **PREV**, **NEXT**, **FRST**, and **LAST** functions will enable you to scroll a page of records at a time. **UP** and **DOWN** arrows allow you to move up and down rows of the *MULTI-RECORD* screen.

The **SRCH** and the **QRY** keys provide two other methods for locating records and are discussed in the subsequent sections.

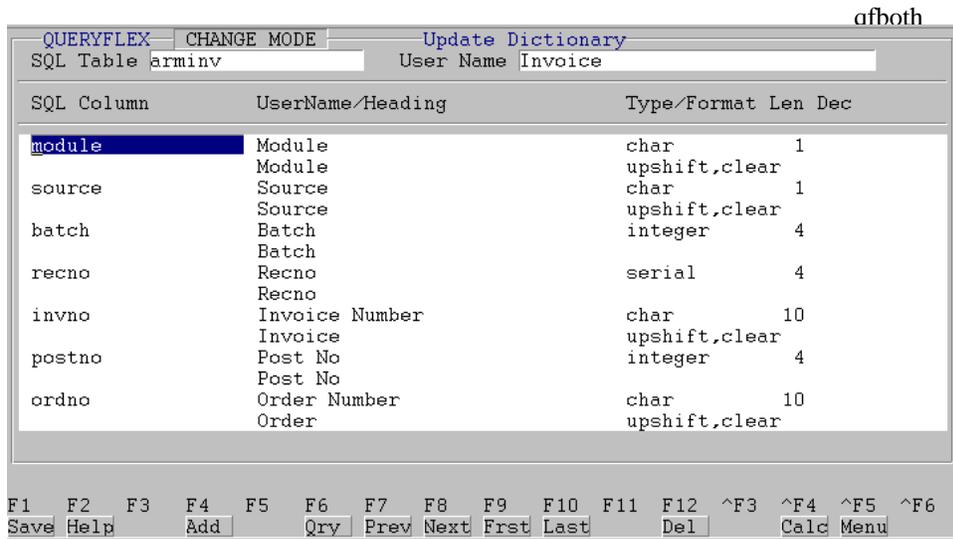
Once you have located and modified a record, saving takes place by either moving the cursor off the row or pressing the **SAVE** key.

You can delete the record your cursor is positioned on by pressing the **DEL** key. Upon pressing the **DEL** key the current record will be deleted.

Adding a record is done by pressing the **ADD** key (or moving to the end of the record list). Upon pressing the **ADD** key a blank row will open up for entry. When you are in **ADD** mode, the **ADD MODE** message appears at the top of the screen.

#### *SINGLE-RECORD* and *MULTI-RECORD* Screen Combination

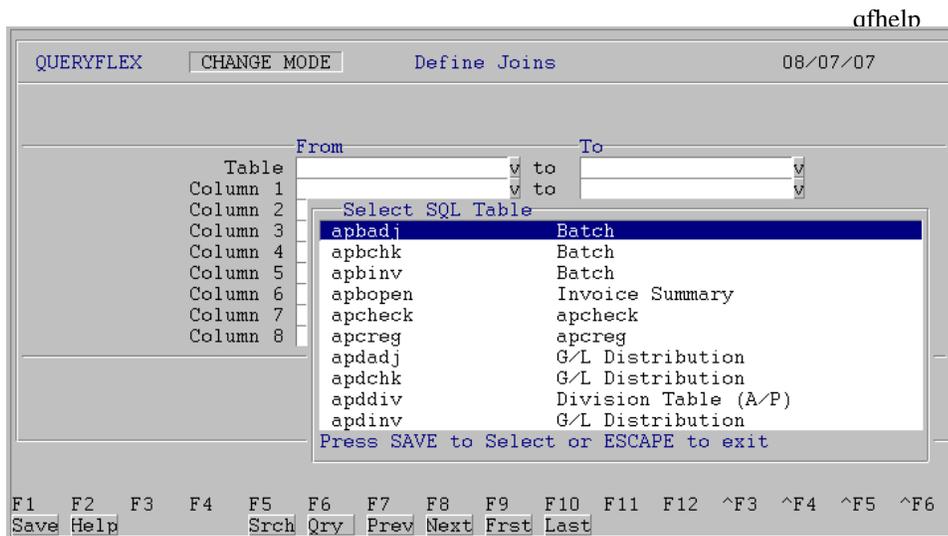
Often both the *SINGLE-RECORD* and *MULTI-RECORD* screen types will be displayed together. Moving from a *SINGLE-RECORD* screen to a *MULTI-RECORD* screen is done by pressing the **SAVE** key. The following is an example of a combination Screen.



## 9.4 Screens - Help

The **HELP** function key allows you to get additional information concerning the field or screen you are on. This function key is available for all screen types.

If you are on a table field, the **HELP** key provides a popup list of valid codes. Below is an example of the Help screen for a table field.



This Help screen is a *MULTI-RECORD* screen. In addition to the standard *MULTI-RECORD* features, the Help screen provides 2 special methods for locating records: cursor sorting and character positioning.

Cursor sorting means the rows will be sorted based on where the cursor is positioned. On the sample screen above, if the cursor is positioned on the *G/L Account Code* field, the rows will be sorted by *G/L Account Code*. Likewise, if the cursor is positioned on the *Description* field the screen will be sorted by the *Description* field. To cursor from field to field on a Help screen, you must use the **TAB** key.

The character positioning feature allows you to type characters to locate records in the Help screen. Each character you press will reposition the screen to the closest match. To restart the character positioning (throw away previously entered characters and start over) press the **UP** or **DOWN** arrow keys. You may also press the **TAB** key to perform character positioning on a different field.

Another important feature of the Help screen is the **ZOOM** function key. This key allows you to add or change codes.

Once you have located the desired code on the Help screen, you may transfer the code to the original screen by pressing the **SAVE** or **ENTER** key. You will then be returned to the original field with the selected code assigned.

Pressing **ESCAPE** will exit without effecting the original screen.

## 9.5 Screens - Search

As an alternative to searching on the first *index* field of a screen, the search facility provides the capability to search on other indexed fields of the record. Searching is active when the function key label **SRCH** is displayed (usually in **CHANGE MODE** only).

Upon pressing **SRCH**, the screen fields that are searchable will be underlined and the **SEARCH MODE** message will appear at the top of the screen.

While in **SEARCH MODE**, you may search on any of the underlined fields by cursoring to the desired field then pressing the **FIND**, **PREV**, **NEXT**, **FRST**, or **LAST** keys. Partial values may be searched on by entering the partial value and then pressing **NEXT**. The system will locate the first record matching the partial value.

Once you have located the record you want, press the **EXIT** key to exit **SEARCH MODE** and return to **CHANGE MODE** with the selected record.

## 9.6 Screens - Query-by-Example

The Query feature, unlike the search feature, allows you to search on any field or combination of fields and use wildcard or relational operators.

Query is active when the function key label **QRY** is displayed. Upon pressing **QRY**, the screen fields that are queriable will be underlined and the **QUERY MODE** message will appear at the top of the screen. While in **QUERY MODE** you may query on any of the underlined fields by cursoring to the desired field then entering the value you wish to query on. Values

may be entered for as many fields as you want.

The query values you enter may include special operator characters that provide enhanced searching capabilities. Below is a table of operators that may be included with the query value.

Operator	Operator Name	Compatible Data Types
=	Equal	all
>	Greater than	all
<	Less than	all
>=	Greater than or equal	all
<=	Less than or equal	all
<>	Not equal	all
	OR	all
&	AND	all
*	Wildcard for any number of character	CHAR
?	Wildcard for 1 character	CHAR
:	Range	all

When using any of the first eight operators place the operator at the start of the query value.

Use the '=' operator only when you want to find NULL values in a character field. In this case you would just enter the '=' operator by itself.

### *WILDCARD OPERATORS*

Wildcard operators (\*, ?) can only be used in character fields. Querying with wildcard operators is best described with examples. For example, specifying the query value "\*corp\*" would find all records with the word "corp" anywhere in that field. The following list of values would match this query value.

- 1) corporation
- 2) IBM Corporation
- 3) Marine Corp

Note that the query is not case sensitive.

The query value "corp\*" would only find records where the field starts with the value "corp". In this case only the first value in the above list "corporation" would match.

The wildcard operator (?) is a one character wildcard. For example, the query value "????corp\*" would only match "IBM Corporation" on the above list.

### *RANGE OPERATOR*

The range operator (:) is used to specify a range. It lets you search for all values that lie between one value and another. The range is inclusive.

For example, to search for all zip codes from 94010 and 95080, enter "94010:95080" as your query value. Query will find all records where the value of the field lies within the specified range.

## OR and AND OPERATORS

Query assumes that all entered query values must match the record for it to be selected. The OR (|) operator allows you to select the record if either query values match. The OR (|) operator is placed at the beginning of each query value. The example query screen below illustrates this operator.

### EXAMPLE QUERY SCREEN

Below is an example of a query screen with query values entered.

afary

ACCOUNTFLEX	QUERY MODE	Customer Entry Screen	DATE: 07/23/2007
Customer Code	<input type="text"/>	Entry Date	<input type="text"/>
	<input type="text"/>	By	<input type="text"/>
	<input type="text"/>	Inactive	<input type="checkbox"/>
	Billing Address		Shipping Address
Company	*CME*		
Name			
Addr1	851*mahler*		
Addr2			
Addr3			
City	B??lingame		
State	<input type="text"/>	Zip	<input type="text"/>
	<input type="text"/>	Cnty	<input type="text"/>
Source	<input type="text"/>	Tax Code	<input type="text"/>
	<input type="text"/>	SalesRep	<input type="text"/>
Contact	<input type="text"/>	Title	<input type="text"/>
Phone	<input type="text"/>	Fax	<input type="text"/>
E-mail	<input type="text"/>	Resale#	<input type="text"/>
Method	<input type="checkbox"/>	Finance Charge	<input type="checkbox"/>
	<input type="checkbox"/>	Invoices	<input type="checkbox"/>
	<input type="checkbox"/>	Statements	<input type="checkbox"/>
	<input type="checkbox"/>	BackOrders	<input type="checkbox"/>
Terms	<input type="text"/>	Credit Limit	<input type="text"/>
Price	<input type="text"/>	Balance Due	<input type="text"/>
Enter the Customer's code to identify this Customer throughout the system			
F1	F2	F3	F4
F5	F6	F7	F8
F9	F10	F11	F12
^F3	^F4	^F5	^F6
Run	Help	Orun	Clr
		Exit	

The above query values will find all records where

**Company** contains the string "CME" anywhere

AND

**Addr1** begins with "851" with "mahler" anywhere afterwards

OR

**Addr2** begins with "851" with "mahler" anywhere afterwards

OR

**Addr3** begins with "851" with "mahler" anywhere afterwards

To start the query, press the **RUN** function key. After all of the records have been found, a message will appear at the bottom of the screen showing the number of matches found. You will then be returned to the original screen where you will be able to use the **NEXT, PREV, FRST, LAST** function keys to view the selected records.

When you return to the original screen, the mode message will be appear with asterisks **\*CHANGE MODE\*** letting you know you are looking at a query list.

To clear the query list, you must return to the **QUERY MODE**, clear all of the query values (press the **CLR** function key), and then rerun the query (press the **RUN** function key). When you return to the original screen you will be able to

access all records.

## 9.7 Screens - Control Keys

There are a number of Control keys that work on all on screens. These Control keys perform very useful functions and are listed below.

**CTL-D** Saves the current screen values as defaults. These defaults will appear when in **ADD MODE** or on report selection screens. Each user can have his own defaults by setting the environment variable **FXDEFAULT** to a user-specific directory.

**CTL-M** Calls the Accountflex menu from wherever you are in the system. You will be returned to your current position upon returning from the menu.

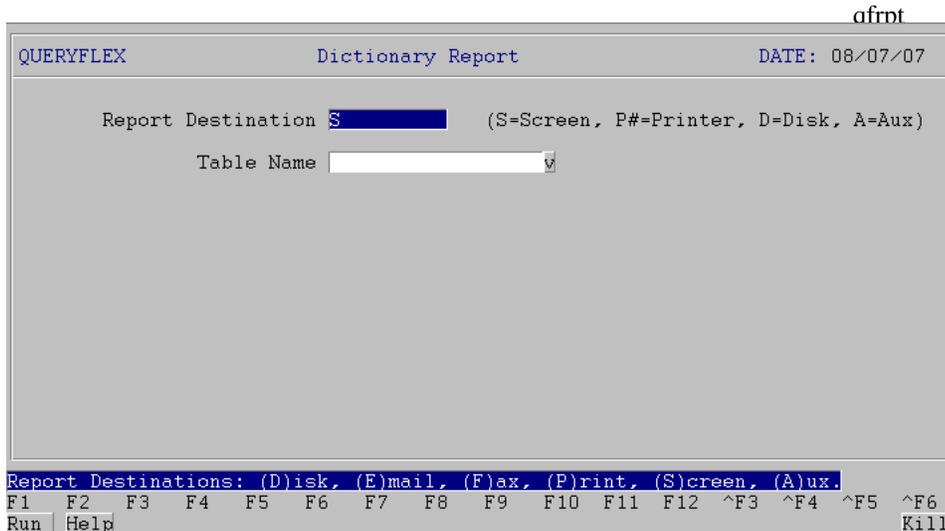
**CTL-P** Repeats the previously entered value.

**CTL-T** Prints the screen image to the default printer.

**CTL-W** Writes the screen image to disk. You will be prompted for a filename for storing the image. The filename you enter will be appended with the suffix '.scr'.

## 9.8 Reports

When you select a report program from the QueryFlex menu, the Report Selection Screen will normally appear first. The Report Selection Screen allows you to choose the destination, number of copies, and scope of the report. The following is an example of a Report Selection Screen.



The first three fields---Destination, Copies, and Title Page---will always appear on the Report Selection Screen, but the fourth field, Detail, will appear only under certain conditions.

These fields are described below:

### Report Destination

Enter the report destination. Four options are available:

- S - Screen
- P - Printer
- D - Disk
- A - Auxiliary Port

Entering a "S" will output the report display to the screen.

Entering a "P" will cause printer output to be routed to the default printer. To route output to alternative printers you would enter the printer's device name after the "P". If your site has set up the printer configuration file, pressing the **HELP** key will show a valid list printers from which to select.

Entering a "D" will output the report to disk.

### Report Copies

Enter the number of printed report copies you want. One to 10 copies can be specified.

### Report Title Page

Enter "Y" for Yes or "N" for No to indicate whether or not a title page should be printed for the report. A report title page is simply a copy of the Report Selection Screen with the values you entered.

### Report Detail

Enter "Y" for Yes or "N" for No to indicate whether or not the report detail should be printed on the report.

The **Report Selection Screen** may have other entry fields specific to the report you are running. The purpose of these report fields is to narrow the scope of the report by prompting you for specific values or ranges of values to report on.

Once the **Report Selection Screen** is properly filled out, you may press the **RUN** key to generate the report or the **ESCAPE** key to exit.

If the report is directed to the screen, the first page of the report will appear on your screen with the function key labels as shown below.

QUERYFLEX	Dictionary Report	qftrpt	Page: 1
Table	Column	UserName/Heading	Date: 08/07/07
			Type/Format Len Dec
arminv		Invoice	
	module	Module	char 1
		Module	upshift,clear
	source	Source	char 1
		Source	upshift,clear
	batch	Batch	integer 4
		Batch	
	recno	Recno	serial 4
		Recno	
	invno	Invoice Number	char 10
		Invoice	upshift,clear
	postno	Post No	integer 4
		Post No	
	ordno	Order Number	char 10
		Order	upshift,clear
	poordno	PO Number	char 20
		PO Number	
	trandate	Tran Date	date 4
		Tran Date	
	perioddate	Period Date	date 4
		Period	
	divno	Division	char 3
		Div	upshift,clear
	jobno	Job No	char 8
		JobNo	
	description	Description	char 40
		Description	
	cusno	Customer	char 8
		Cust#	upshift,clear
	scusno	Subsidiary	char 6
		Sub	upshift,clear
	nof_cusno	nof_cusno	integer 4
		nof_cusno	
	duedate	Due Date	date 4
		Due Date	
	discountdate	Discount Date	date 4
		Disc.Date	
	discountallow	Discount Allowable	money 16 2
		Disc.Allow	
	nondiscountamount	Nondiscountamount	money 16 2
		Nondiscountamount	
	taxcode	Tax Code	char 3
		Tax	upshift,clear
	termcode	Terms Code	char 3
		Amount	money 16 2
	amount	Amount	
armcus		Customer Table	
	cusno	Customer	char 8
		Cust#	upshift,clear
	entdate	Entdate	date 4
		Entdate	
	enterby	Enterby	char 12
		Enterby	
	srccode	Srccode	char 6
		Srccode	upshift,clear
	company	Company	char 40
		Company	
	name	Name	char 30
		Name	
	address1	Address1	char 30
		Address1	
	address2	Address2	char 30
		Address2	
	address3	Address3	char 30
		Address3	
	city	City	char 30
		City	
	state	State	char 2
		State	upshift,clear
	zip	Zip	char 10
		Zip	upshift,clear
	countrycode	Countrycode	char 3
		Countrycode	upshift,clear
	contact	Contact	char 30
		Contact	
	title	Title	char 40
		Title	
	phone	Phone	char 15

phoneext	Phone Phoneext	char	5
fax	Fax Fax	char	15
fax_invoice	Fax_invoice Fax_invoice	char upshift,clear	1
email	Email Email	char	60
email_invoice	Email_invoice Email_invoice	char upshift,clear	1
inactive	inactive	char	1

These function keys provide a variety of ways to move through the report. **NEXT** pages forward through the report. **PREV** pages backwards. **FRST** displays the first page of the report. **LAST** displays the last page of the report. **JUMP** prompts you for a page in the report to display. **SRCH** prompts for a character string pattern to search for in the report.

You may press **SHFR** to right shift the display to view columns beyond 80. **SHFL** will shift the display back left. Some terminals will support character compression to 132-columns. The **C132** key will put such terminals in that mode.

Finally, the **PRNT** key will direct the report to the default printer.

When you press the **SRCH** key, a prompt to **Enter Search String** will appear. Enter a character string you would like to locate and then press the **ENTER** key. You will then be positioned to the report page where the string first occurs. Pressing the **SRCH** key again will find the next instance.

**EXIT** will return you to the Report Selection Screen. **ESCAPE** from the **Report Selection Screen** leaves the report altogether.

## 10. DATABASE DATA TYPES

These are the valid data types for fields of an Infflex database table:

### CHAR

A character string can have a length of 1 to 32767 characters. When assigning a character type to a field, the length  $n$  is specified by this form: CHAR( $n$ ).

### SMALLINT or SHORT

This is a whole number between -32,767 and 32,767.

### INTEGER or LONG

This is a whole number between -2,147,483,647 and 2,147,483,647.

### DECIMAL

This is the machine independent representation of the decimal number of up to 32 digits of precision. In the form DECIMAL( $m,n$ )  $m$  is the total number of digits in the number,  $n$  is the number of digits right of the decimal point. DECIMAL without parameters defaults to DECIMAL(16).

### SMALLFLOAT

This is the data type corresponding to the float C data type on your machine.

### FLOAT or DOUBLE

This is the data type corresponding to the double C data type on your machine.

### MONEY

The MONEY data type has the structure as the DECIMAL type except that a money field in a screen or report will by default display with a dollar sign. The MONEY type is parameterized the same way as the DECIMAL, except MONEY( $m$ ) is equivalent to DECIMAL( $m,2$ ), and MONEY without parameters is equivalent to DECIMAL(16,2).

### SERIAL

Each newly inserted record with a value of 0 for the SERIAL field will receive a value 1 greater than the SERIAL field of the previous record inserted. By default the SERIAL field of the first record inserted is 1. If the SERIAL field was assigned with SERIAL( $n$ ), then the first record will have the value  $n$ . There can be at most one SERIAL field per table record. The maximum serial is 2,147,483,647.

## **DATE**

In a table a DATE is stored as the number of days since December 31, 1899. It has equivalent size to the INTEGER type. By default, dates are displayed to screen and report fields in the form of *mm/dd/yy*. They can be input to screen fields in the same format.

## **TIME or MTIME**

In a table TIME or MTIME is stored as the number of elapsed seconds. It has equivalent size to the LONG type. By default, time fields are displayed to screen and report fields in the form of *HH:MM:SS*. By default, mtime fields are displayed to screen and report fields in the military (24 hour clock) form of *HH:MM:SS*. They can be input to screen fields in the same format. TIME or MTIME field types may not be used within the SQLflex commands but may be used within Screen or Report forms.

## 11. FORMAT STRINGS

Numeric fields may be formatted using a format string. The format string can consist of any combination of the following special formatting characters < \* & # , . ( ) - + and \$.

The characters - + ( ) and \$ will float. When a float character is multiply defined at the front of a format string the effect is that only the right most character that does not interfere with the number will be displayed.

The following pages show the possible results obtained by using the above format characters.

Format String	Numeric Value	Formatted Result
"#####"	0	
"&&&&&"	0	00000
"\$ \$ \$ \$"	0	\$
"* * * * *"	0	* * * * *
"<<<<<"	0	
"#,###"	12345	12,345
"#,###"	1234	1,234
"#,###"	123	123
"#,###"	12	12
"#,###"	1	1
"#,###"	-1	1
"#,###"	0	
"&&, &&&"	12345	12,345
"&&, &&&"	1234	01,234
"&&, &&&"	123	000123
"&&, &&&"	12	000012
"&&, &&&"	1	000001
"&&, &&&"	-1	000001
"&&, &&&"	0	000000

Format String	Numeric Value	Formatted Result
"\$ \$ , \$ \$ \$"	12345	(overflow)*****
"\$ \$ , \$ \$ \$"	1234	\$1,234
"\$ \$ , \$ \$ \$"	123	\$123
"\$ \$ , \$ \$ \$"	12	\$12
"\$ \$ , \$ \$ \$"	1	\$1
"\$ \$ , \$ \$ \$"	-1	\$1
"\$ \$ , \$ \$ \$"	0	\$
"* * , * * *"	12345	12,345
"* * , * * *"	1234	*1,234
"* * , * * *"	123	***123
"* * , * * *"	12	****12
"* * , * * *"	1	*****1
"* * , * * *"	0	*****
"###,###.###"	12345.67	12,345.67
"###,###.###"	1234.56	1,234.56
"###,###.###"	123.45	123.45
"###,###.###"	12.34	12.34
"###,###.###"	1.23	1.23
"###,###.###"	0.12	.12
"###,###.###"	0.01	.01
"###,###.###"	-0.01	.01
"###,###.###"	-1	1.00
"&&, &&&. &&"	12345.67	12,345.67
"&&, &&&. &&"	1234.56	01,234.56
"&&, &&&. &&"	123.45	000123.45
"&&, &&&. &&"	0.01	000000.01

Format String	Numeric Value	Formatted Result
"\$ \$ , \$ \$ \$ . \$ \$"	12345.67	*****
"\$ \$ , \$ \$ \$ . \$ \$"	1234.56	\$1,234.56
"\$ \$ , \$ \$ \$ .##"	0.00	\$0.00
"\$ \$ , \$ \$ \$ .##"	1234.00	\$1,234.00
"\$ \$ , \$ \$ \$ .&&"	0.00	\$0.00
"\$ \$ , \$ \$ \$ .&&"	1234.00	\$1,234.00
"- ##,###.##"	-12345.67	-12,345.67
"- ##,###.##"	-123.45	-bbb123.45
"- ##,###.##"	-12.34	-bbbb12.34
"- - #,###.##"	-12.34	-bbb12.34
"- - ,###.##"	-12.34	-bb12.34
"- - , - ##.##"	-12.34	-12.34
"- - , - - #.##"	-1.00	-1.00
"- ##,###.##"	12345.67	12,345.67
"- ##,###.##"	1234.56	1,234.56
"- ##,###.##"	123.45	123.45
"- ##,###.##"	12.34	12.34
"- - #,###.##"	12.34	12.34
"- - ,###.##"	12.34	12.34
"- - , - ##.##"	12.34	12.34
"- - , - - .##"	1.00	1.00
"- - , - - - "	-0.01	-0.01
"- - , - - - .&&"	-0.01	-0.01
"- \$ \$ \$ , \$ \$ \$ .&&"	-12345.67	-\$12,345.67
"- \$ \$ \$ , \$ \$ \$ .&&"	-1234.56	-b\$1,234.56
"- \$ \$ \$ , \$ \$ \$ .&&"	-123.45	-bbb\$123.45
"- - \$ \$ , \$ \$ \$ .&&"	-12345.67	-\$12,345.67
"- - \$ \$ , \$ \$ \$ .&&"	-1234.56	-\$1,234.56
"- - \$ \$ , \$ \$ \$ .&&"	-123.45	-bb\$123.45
"- - \$ \$ , \$ \$ \$ .&&"	-12.34	-bbb\$12.34
"- - \$ \$ , \$ \$ \$ .&&"	-1.23	-bbbb\$1.23

Format String	Numeric Value	Formatted Result
"----, --\$.&&"	-12345.67	-\$12,345.67
"----, --\$.&&"	-1234.56	-\$1,234.56
"----, --\$.&&"	-123.45	-\$123.45
"----, --\$.&&"	-12.34	-\$12.34
"----, --\$.&&"	-1.23	-\$1.23
"----, --\$.&&"	-.12	-\$0.12
"\$ * * *, * * *.&&"	12345.67	\$*12,345.67
"\$ * * *, * * *.&&"	1234.56	\$**1,234.56
"\$ * * *, * * *.&&"	123.45	\$****123.45
"\$ * * *, * * *.&&"	12.34	\$*****12.34
"\$ * * *, * * *.&&"	1.23	\$*****1.23
"\$ * * *, * * *.&&"	.12	\$*****.12
"(\$ \$\$, \$\$\$.&&)"	-12345.67	(\$12,345.67)
"(\$ \$\$, \$\$\$.&&)"	-1234.56	(b\$1,234.56)
"(\$ \$\$, \$\$\$.&&)"	-123.45	(bbb\$123.45)
"(\$ \$\$, \$\$\$.&&)"	-12345.67	(\$12,345.67)
"(\$ \$\$, \$\$\$.&&)"	-1234.56	(\$1,234.56)
"(\$ \$\$, \$\$\$.&&)"	-123.45	(bb\$123.45)
"(\$ \$\$, \$\$\$.&&)"	-12.34	(bbb\$12.34)
"(\$ \$\$, \$\$\$.&&)"	-1.23	(bbbb\$1.23)
"(((, ((\$.&&)"	-12345.67	(\$12,345.67)
"(((, ((\$.&&)"	-1234.56	(\$1,234.56)
"(((, ((\$.&&)"	-123.45	(\$123.45)
"(((, ((\$.&&)"	-12.34	(\$12.34)
"(((, ((\$.&&)"	-1.23	(\$1.23)
"(((, ((\$.&&)"	-.12	(\$0.12)

Format String	Numeric Value	Formatted Result
"(\$ \$ \$ , \$ \$ \$ .&&)"	12345.67	\$12,345.67
"(\$ \$ \$ , \$ \$ \$ .&&)"	1234.56	\$1,234.56
"(\$ \$ \$ , \$ \$ \$ .&&)"	123.45	\$123.45
"((\$ \$ , \$ \$ \$ .&&)"	12345.67	\$12,345.67
"((\$ \$ , \$ \$ \$ .&&)"	1234.56	\$1,234.56
"((\$ \$ , \$ \$ \$ .&&)"	123.45	\$123.45
"((\$ \$ , \$ \$ \$ .&&)"	12.34	\$12.34
"((\$ \$ , \$ \$ \$ .&&)"	1.23	\$1.23
"((( , ( ( \$ .&&)"	12345.67	\$12,345.67
"((( , ( ( \$ .&&)"	1234.56	\$1,234.56
"((( , ( ( \$ .&&)"	123.45	\$123.45
"((( , ( ( \$ .&&)"	12.34	\$12.34
"((( , ( ( \$ .&&)"	1.23	\$1.23
"((( , ( ( \$ .&&)"	.12	\$.12
"<<<<, <<<<"	12345	12,345
"<<<<, <<<<"	1234	1,234
"<<<<, <<<<"	123	123
"<<<<, <<<<"	12	12

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# QUERYFLEX

## User Guide

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*Report Writer For Non-Programmers*

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# 1. INTRODUCTION

## 1.1 Overview

**QueryFlex** is an SQL based point-and-shoot report writer that enables novice users to easily develop adhoc reports from their Informix or InfoFlex databases.

This **User Guide** is for the novice user who wishes to learn how to define and generate reports. Before you will be able to define and generate reports, QueryFlex must be configured for your application. The **Configuration Guide** describes how to configure QueryFlex.

## 1.2 Features

The QueryFlex system surpasses other similar systems because it incorporates the best features our competition has to offer, plus many design improvements based on user recommendations.

Below are some of these features:

- Provides an extended dictionary for defining user-friendly table and column names, default headings, default column formats, calculated columns, and table join relationships.
- Provides selection over sort order, table join relationships, totaling, and data selection.
- Provides a data export facility.
- SQL based for optimal performance.
- Generates and runs Informix ACE code subset for programmer customization.
- Easy-to-learn menu driven interface with on-line help information.
- Provides on-screen report viewing.
- Provides extensive print route control.
- Supports UNIX, DOS, or VMS.
- Works with Informix, InfoFlex, Micro Focus Cobol, Sun Netisam, C-Isam, and D-Isam.

## 1.3 About the Document

This **User Guide** is organized into two levels, Chapter and Section. Each chapter describes a major function; each section describes various aspects related to the chapter. Below is a brief summary about each chapter.

### **Chapter 1 Introduction**

This chapter provides a synopsis of QueryFlex, its advantages, and the organization of this user guide.

## **Chapter 2 How to Get Started**

This chapter describes how to start up QueryFlex and how to select a database relation from which to report.

## **Chapter 3 Define Quick Reports**

This chapter describes how to define quick reports. Quick reports are the easiest to define and run, but are not very customizable.

## **Chapter 4 Define Custom Reports**

This chapter describes how to define custom reports. This method of defining reports enables much greater customization than the quick method; however, it has a longer learning curve.

## **Chapter 5 Define Export Reports**

This chapter describes how to define export reports. The export report outputs the data in a format that may be loaded into other systems.

## **Chapter 6 Retrieve Reports**

This chapter describes how to retrieve previously defined reports.

## **Chapter 7 Save Reports**

This chapter describes how to save report definitions for later retrieval.

## **Chapter 8 Edit Reports**

This chapter describes how to edit report definitions. Report definition source code may be edited directly in order to customize it in ways unattainable by the Quick, Custom, or Export methods. The report definition source code is based on a subset of the Informix ACE programming language.

## **Chapter 9 Remove Reports**

This chapter describes how to remove report definitions that were previously saved.

## **Chapter 10 Execute Reports**

This chapter describes how to run report definitions.

## **Chapter 11 Format Strings**

This chapter provides instructions on how to use format strings.

## **Chapter 12 Security**

This chapter provides instructions for setting up security.

## 2. HOW TO GET STARTED

### 2.1 Overview

This chapter describes how to start up QueryFlex for defining and generating reports.

The first step in getting started is to set the following environment variables. You should have the system administrator define these variables in your profile so they are automatically set upon login.

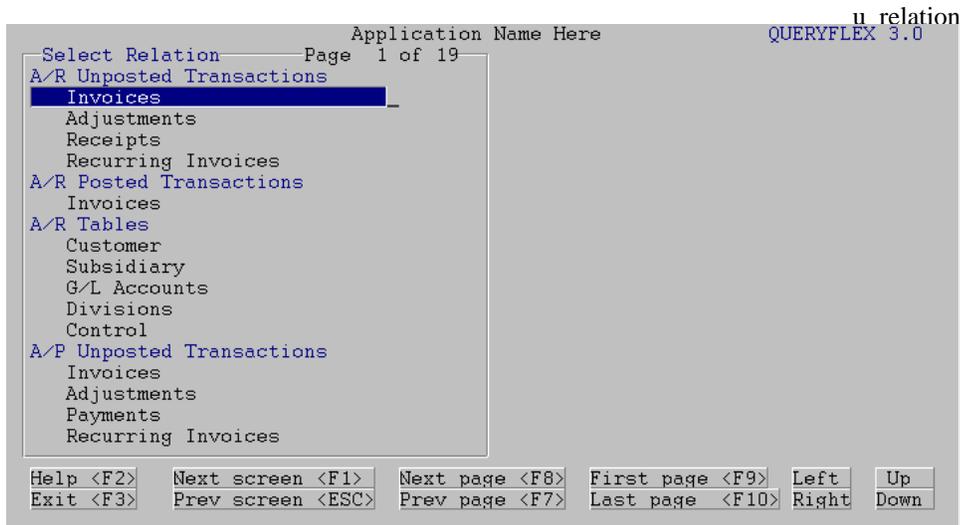
```
QFDIR=/.../qryflex; export QFDIR
QFDATA=$QFDIR/demo/demo.dbs; export QFDATA
QFDICT=$QFDIR/demo/qryflex; export QFDICT
. $QFDIR/unx/qlsetenv
```

The **QFDIR** variable points to the directory where QueryFlex programs are installed. The **QFDATA** points to the directory where your application database resides. The **QFDICT** points to the directory where the QueryFlex dictionary and reports reside.

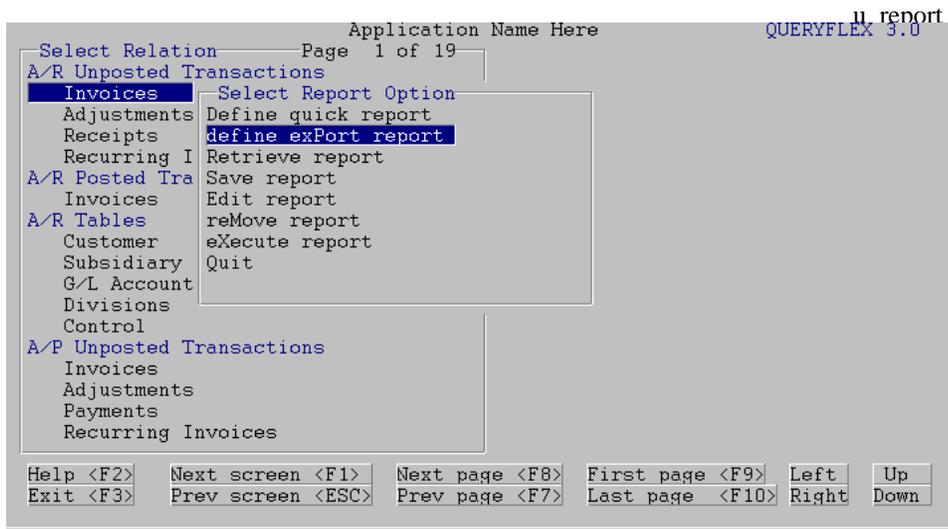
Once the environment variables are set, enter the following command to start QueryFlex.

```
qfrun
```

The Relation menu will appear as follows.



Select the relation from which to report. The **Invoice** relation is fully configured and will be used as an example throughout this manual. After selecting a relation, the Report Option menu will appear as follows.



The following chapters explain each of above Report Options.

### 3. Define Quick Report

#### 3.1 Overview

This chapter describes how to define a quick report. Quick reports are extremely easy to define and run, but offer only modest control over formatting. The sample screens used in this chapter are a result of choosing the **INVOICE** relation.

When you select the Report Option **Define Quick Report**, the **Enter Heading Information** screen will appear as follows.

Application Name Here QUERYFLEX 3.0

u\_title

Enter Heading Information

Title A/R Report

SubTitle By Supplier

Page Number(Y/N) Y

Date Time(Y/N) Y

Page Length

Press <F1> key to continue to next screen

Subsidiary Quit

G/L Account

Divisions

Control

A/P Unposted Transactions

Invoices

Adjustments

Payments

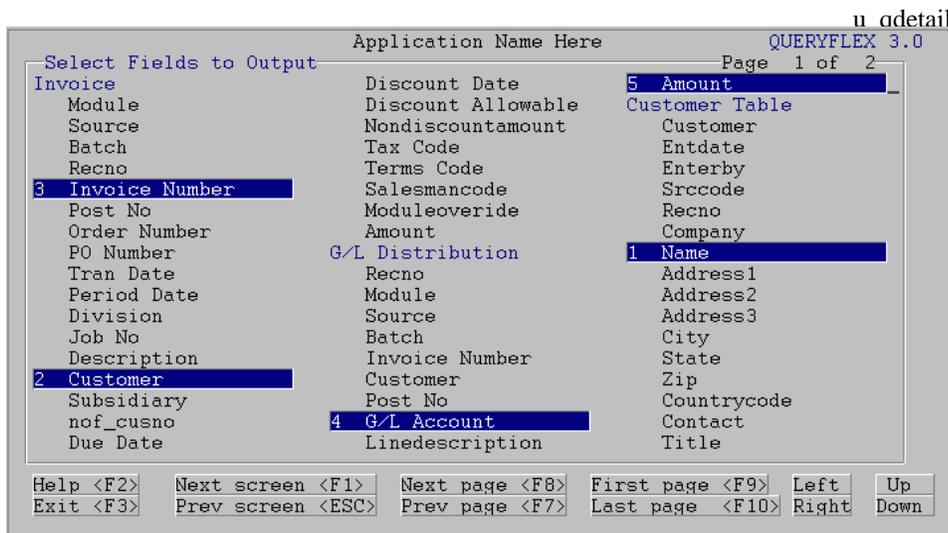
Recurring Invoices

Help <F2> Next screen <F1> Next page <F8> First page <F9> Left Up

Exit <F3> Prev screen <ESC> Prev page <F7> Last page <F10> Right Down

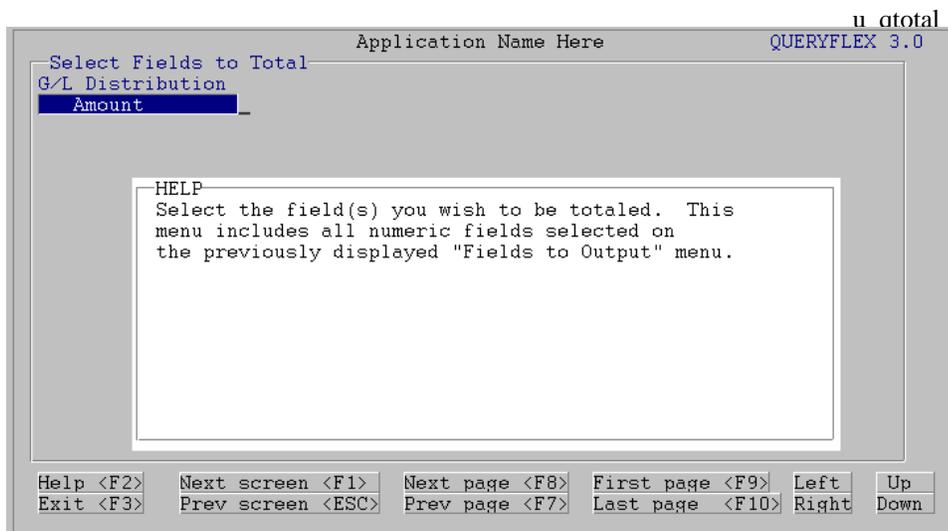
Enter the Title and Subtitle you want displayed at the top of the report. Also, you may select whether the page number and date are to appear at the top of the report. When you are finished entering heading information, press the <F1> to continue onto the next screen.

The next screen will allow you to select which fields are to appear on the report.



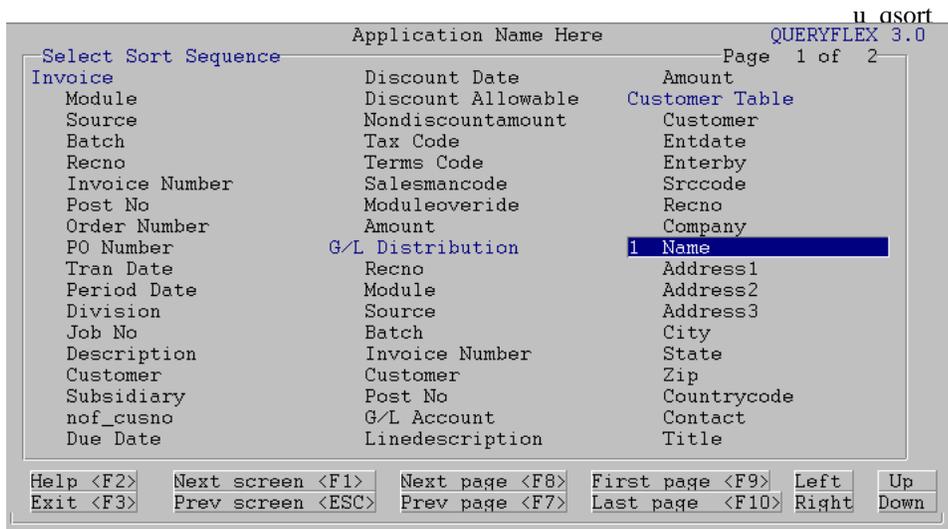
Select the field(s) you wish to output. Fields will be output in the order they are chosen. Numbers will appear to the left of each selected field indicating the order of selection. The fields will be output in this order on the report. When finished selecting output fields, press the <F1> to continue on to the next screen.

The next screen will allow you to select fields to be totaled.



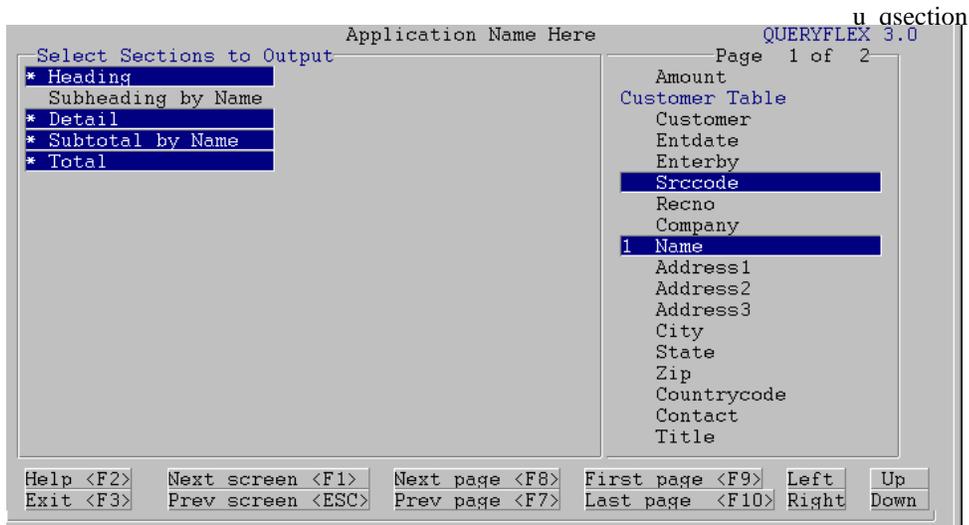
This Select Fields to Total screen will display all numeric fields selected on the previously displayed Select Fields to Output screen. While on this screen select the field(s) you wish to be totaled. An asterisk will appear to the left of each selected field. When you are finished selecting total fields, press the <F1> to continue on to the next screen.

The next screen will allow you to select the sort fields for the report.



The report output will be sorted by the fields chosen on this screen. A number will appear to the left of each selected field, indicating the order of selection. When you are finished selecting sort fields, press the <F1> to continue on to the next screen.

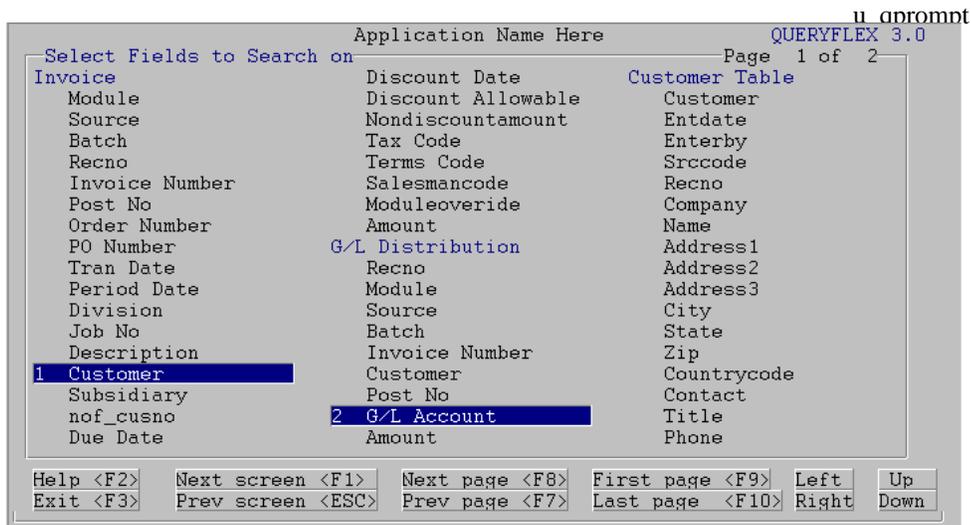
The next screen will allow you to select sections for the report.



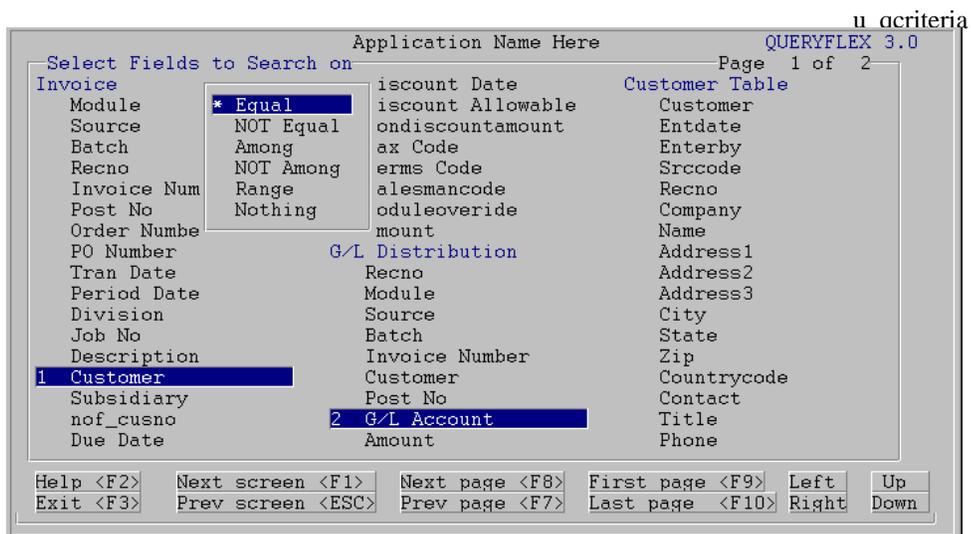
While on this screen, select the report section(s) you want to output. An asterisk will appear to the left of each selected section. The Total section appears only if you selected fields in the Select Fields to Total screen. Likewise, Subheading and Subtotal sections appear only if you have selected fields in the Select Sort Sequence screen.

When finished selecting sections, press the <F1> to continue on to the next screen.

The next screen will allow you to select search fields. Search fields will allow you to control which records are to be included in the report.



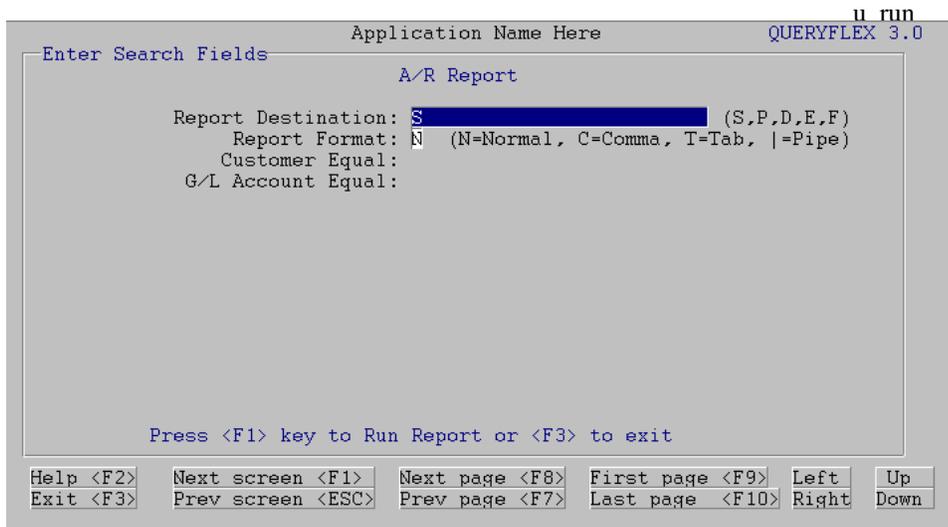
While on this screen, select the field(s) you wish to search on. When you select a field on this screen the following popup will appear for selecting the search criterion.



After making your criterion selection, you will be returned to the previous screen. A number will appear to the left of each selected field indicating the order in which they were selected.

When you are finished selecting search fields, press the <F1> to continue on to the next screen.

The next screen will allow you to enter your search criteria values and run the report.



Refer to the **Execute Report** chapter for further information about using the above screen and running the report.

## 4. Define Custom Report

### 4.1 Overview

This chapter describes how to define custom reports. This report option has not been implemented yet.

## 5. Define Export Report

### 5.1 Overview

This chapter describes how to define export reports. These reports output the data in a format that can be imported by other systems.

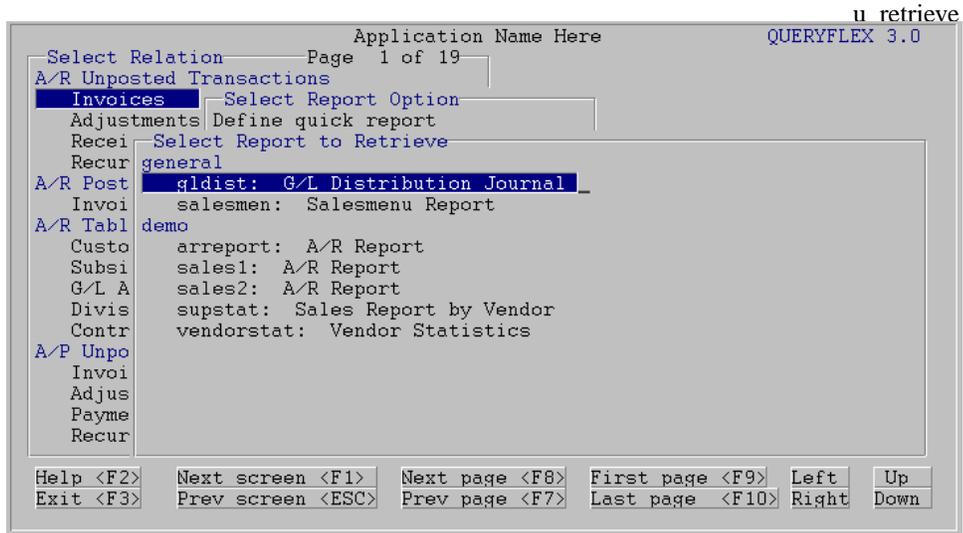
The menus that appear for this report option operate like the ones for the **Define Quick Report** except that you can select only one output section.

## 6. Retrieve Report

### 6.1 Overview

This chapter describes how to retrieve a previously saved report.

When you select this report option, the following popup screen will appear.



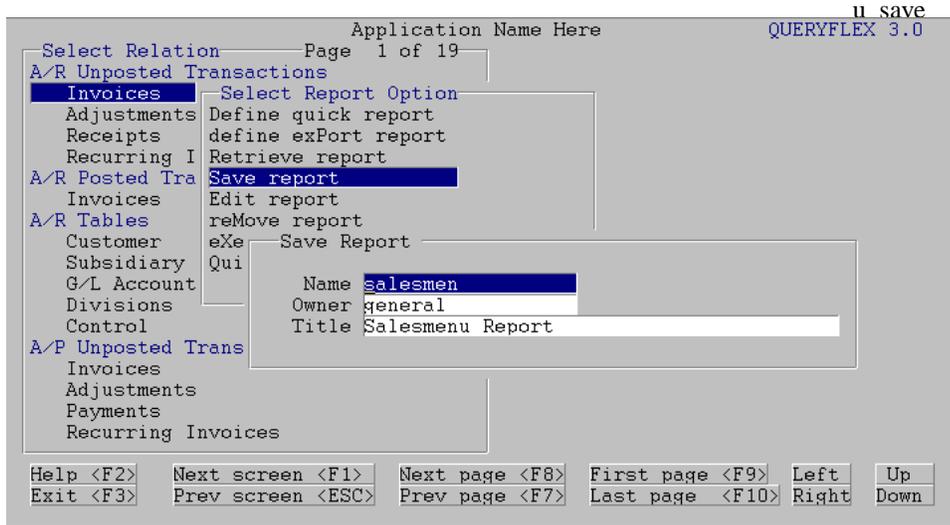
Select the report you would like to retrieve.

# 7. Save Report

## 7.1 Overview

This chapter describes how to save report definitions for later retrieval.

When you select this report option, the following popup screen will appear.



Assign a name to the report definition you wish to save, and then press the <F1> to save.

## 8. Edit Report

### 8.1 Overview

This chapter describes how to edit the report definition source. This option allows you to edit the source in order to customize it in ways not possible using the Quick, Custom or Export Report methods. The report definition source code is a subset of Informix ACE. Please refer to the Informix ACE manual for further documentation.

When you select this report option, the following Edit screen will appear.

```

                                     u edit
┌ QUERYFLEX(v3.0) Quick Report Date:08/07/07 Time:15:47:59 ───────────┐
|
| DATABASE
|   act
| END
|
| INPUT
|   prompt for arminv.cusno using "Customer Equal:"
|   equal("")
|   prompt for ardinv.glcode using "G/L Account Equal:"
|   equal("")
| END
|
| OUTPUT
| END
|
| SELECT
|   armcus.name,
|   arminv.cusno,
|   arminv.invno,
|   ardinv.glcode,
|
└──────────────────────────────────────────────────────────────────────────┘
F1  F2  F3  F4  F5  F6  F7  F8  F9  F10 F11 F12 ^F3 ^F4 ^F5 ^F6
Save Help Cmd Add Srch Prev Next Frst Last Del Shfl Shfr
```

While on this screen you will be able to edit the report definition source code. If you would like to use a different editor, set the environment variable **QFEDIT** to the name of the editor you wish to use prior to calling **qfrun**. For further information about the QueryFlex editor, press the **HELP** key while on the above screen.

If you edit the source code, you must also remove the first comment. This lets QueryFlex know to preserve the source code as is.

Below is a complete source listing for a report definition.

```
{ QUERYFLEX(v3.0) Quick Report Date:08/07/07 Time:15:47:59 }
```

```
DATABASE
```

```
act
```

```
END
```

```
INPUT
```

```
prompt for arminv.cusno using "Customer Equal:"
```

```
equal("")
```

```
prompt for ardinvl.glcode using "G/L Account Equal:"
```

```
equal("")
```

```
END
```

```
OUTPUT
```

```
END
```

```
SELECT
```

```
armcus.name,
```

```
arminv.cusno,
```

```
arminv.invno,
```

```
ardinv.glcode,
```

```
ardinv.amount
```

```
from arminv,ardinv,armcus
```

```
where
```

```
arminv.module = ardinvl.module and
```

```
arminv.source = ardinvl.source and
```

```
arminv.batch = ardinvl.batch and
```

```
arminv.invno = ardinvl.invno and
```

```
arminv.cusno = ardinvl.cusno and
```

```
arminv.cusno = armcus.cusno
```

```
order by
```

```
armcus.name
```

```
END
```

```
FORMAT
```

```
PAGE HEADER
```

```
print column 38, "A/R Report",
```

```
column 73, "Page:", pageno using "#####"
```

```
print column 37, "By Supplier",
```

```
column 59, "Date:", today using "MM/DD/YY",
```

```
column 73, "Time:", time
```

```
skip 1 line
```

```
print column 0, "Name",
```

```
column 31, "Cust#",
```

```
column 40, "Invoice",
```

```
column 51, "G/L Account",
```

```
column 79, "Amount"
```

```
print column 0, "-----"
```

```
ON EVERY ROW
```

```
print column 0, armcus.name,
```

```
column 31, arminv.cusno,
```

```
column 40, arminv.invno,
```

```
column 51, ardinvl.glcode using "XXX-XXX",
```

```
column 64, ardinvl.amount using "--,---,---,---,---,---.##"
```

```
AFTER GROUP OF armcus.name
```

```
print column 64, "-----"
```

```
print column 0, "Subtotal by Name",
```

```
column 64, group total of ardinvl.amount using "--,---,---,---,---,---.##"
```

```
skip 1 line
```

```
ON LAST ROW
```

```
print column 64, "====="
```

```
print column 0, "GRAND TOTAL:",
```

```
column 64, group total of ardinvl.amount using "--,---,---,---,---,---.##"
```

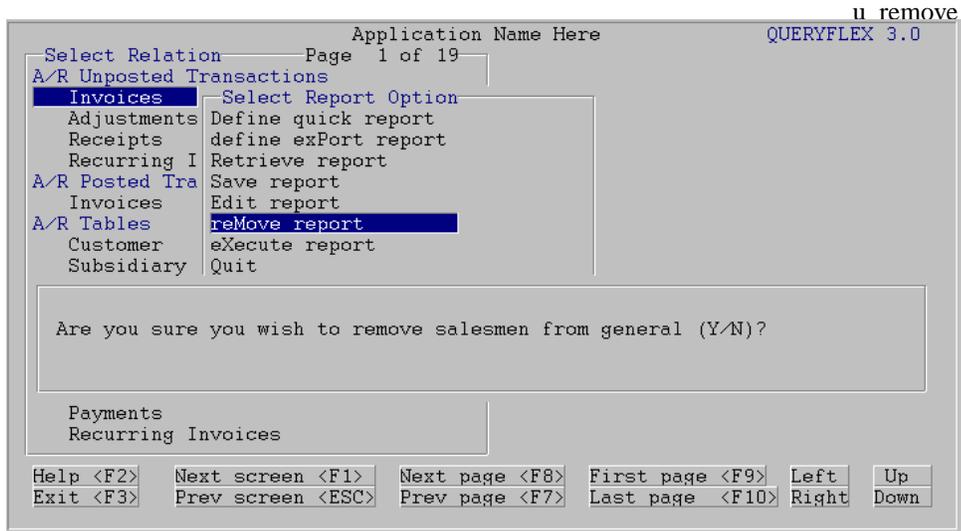
```
END
```

## 9. Remove Report

### 9.1 Overview

This chapter describes how to remove report definitions that were previously saved.

When you select this report option, the following popup screen will appear.



Enter a 'Y' or 'N' to this prompt.

## 10. Execute Report

### 10.1 Overview

This chapter describes how to execute a report definition. Note that to execute a report you **MUST** first define or retrieve one.

When you select this report option, the following **Enter Search Fields** screen will appear.

```
Application Name Here          u_run
                             QUERYFLEX 3.0

Enter Search Fields

                             A/R Report

Report Destination: S          (S,P,D,E,F)
Report Format: N              (N=Normal, C=Comma, T=Tab, |=Pipe)
Customer Equal:
G/L Account Equal:

Press <F1> key to Run Report or <F3> to exit

Help <F2>  Next screen <F1>  Next page <F8>  First page <F9>  Left  Up
Exit <F3>   Prev screen <ESC> Prev page <F7>   Last page <F10> Right Down
```

The first field on the screen, **Report Destination**, is standard and is for specifying the output destination. There are three report destinations possible.

- S - Screen
- P - Printer
- D - Disk

Entering an **S** will output the report to the screen. Entering a **P** will output the report to to the default printer. To route output to alternative printers, enter the printer's device name after the **P**.

The **Enter Search Fields** screen will have other entry fields if you selected columns to search on. These fields will prompt for specific values or ranges of values to report on. For example, if the screen prompts for a range of Depart Dates, there will be two Depart Date entry fields. If you do not make an entry into either of the Depart Date fields, the report will list all Depart Dates. If you make an entry into the first Depart Date field but not the second, you will get all Depart Dates greater than or equal to the first Depart Date. If you make an entry into the second Depart Date field but not the first, you will get all Depart Dates less than or equal to the second Depart Date.

When entering fields to search on, you may enter '@' to select NULL values or wild cards such as "?" or "\*". Wild cards can only be used for character fields where the search criterion is either EQUAL, NOT EQUAL, AMONG, or NOT AMONG.

Once the **Enter Search Fields** screen is properly filled out, you may press the **<F1>** key to generate the report or the **ESCAPE** key to exit.

If the report is directed to the screen, the first page of the report will appear on your screen with the function key labels as shown below.

													fxmore						
A/R Report													Page: 1						
By Supplier													Date:08/07/07 Time:15:57:58						
Name	Cust#		Invoice		G/L		Account					Amount							
ABC Company	ABC		2000		101-000							100.00							
ABC Company	ABC		2000		102-000							200.00							
ABC Company	ABC		2001		601-000							50.00							
ABC Company	ABC		2002		505-000							250.00							
Subtotal by Name											600.00								
Cisco Systems	CSCO		2005		505-000							1,200.00							
Cisco Systems	CSCO		2006		601-000							325.00							
Cisco Systems	CSCO		2007		402-000							890.00							
Subtotal by Name											2,415.00								
Dell Computers	DELL		2003		505-000							220.00							
Dell Computers	DELL		2004		101-000							550.00							
Subtotal by Name											770.00								
F1	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12	^F3	^F4	^F5	^F6				
EXIT	JUMP			SRCH		PREV		NEXT		FRST		LAST		PRNT		C132	SHFL	SHFR	PRN2

These function keys provide a variety of ways to move through the report. **NEXT** pages forward through the report. **PREV** pages backwards. **FRST** displays the first page of the report. **LAST** displays the last page of the report. **JUMP** prompts you for a page in the report to display. **SRCH** prompts for a character string pattern to search for in the report.

You may press **SHFR** to right shift the display to view columns beyond 80. **SHFL** shifts the display back left. Some terminals will support character compression to 132-columns. The **C132** key will put such terminals in that mode.

Finally, the **PRNT** key will direct the report to the system printer.

When you press the **SRCH** key, a prompt to **Enter Search String** will appear. Enter a character string you would like to locate and then press the **ENTER** key. You will then be positioned to the report page where the string first occurs. Pressing the **SRCH** key again will find the next instance.

**EXIT** will return you to the **Enter Search Fields** screen. **ESCAPE** from the **Enter Search Fields** screen (press **ESCAPE** twice on UNIX or XENIX systems) leaves the report altogether.

Below is a sample report.

Name	Cust#	Invoice	G/L Account	Amount
ABC Company	ABC	2000	101-000	100.00
ABC Company	ABC	2000	102-000	200.00
ABC Company	ABC	2001	601-000	50.00
ABC Company	ABC	2002	505-000	250.00
Subtotal by Name				600.00
Cisco Systems	CSCO	2005	505-000	1,200.00
Cisco Systems	CSCO	2006	601-000	325.00
Cisco Systems	CSCO	2007	402-000	890.00
Subtotal by Name				2,415.00
Dell Computers	DELL	2003	505-000	220.00
Dell Computers	DELL	2004	101-000	550.00
Subtotal by Name				770.00
GRAND TOTAL :				3,785.00

## 11. FORMAT STRINGS

Numeric fields may be formatted using a format string. The format string can consist of any combination of the following special formatting characters < \* & # , . ( ) - + and \$.

The characters - + ( ) and \$ will float. When a float character is multiply defined at the front of a format string the effect is that only the right most character that does not interfere with the number will be displayed.

The following pages show the possible results obtained by using the above format characters.

Format String	Numeric Value	Formatted Result
"#####"	0	
"&&&&&"	0	00000
"\$ \$ \$ \$"	0	\$
"* * * * *"	0	* * * * *
"<<<<<"	0	
"#,###"	12345	12,345
"#,###"	1234	1,234
"#,###"	123	123
"#,###"	12	12
"#,###"	1	1
"#,###"	-1	1
"#,###"	0	
"&&, &&&"	12345	12,345
"&&, &&&"	1234	01,234
"&&, &&&"	123	000123
"&&, &&&"	12	000012
"&&, &&&"	1	000001
"&&, &&&"	-1	000001
"&&, &&&"	0	000000

Format String	Numeric Value	Formatted Result
"\$ \$ , \$ \$ \$"	12345	(overflow)*****
"\$ \$ , \$ \$ \$"	1234	\$1,234
"\$ \$ , \$ \$ \$"	123	\$123
"\$ \$ , \$ \$ \$"	12	\$12
"\$ \$ , \$ \$ \$"	1	\$1
"\$ \$ , \$ \$ \$"	-1	\$1
"\$ \$ , \$ \$ \$"	0	\$
"* * , * * *"	12345	12,345
"* * , * * *"	1234	*1,234
"* * , * * *"	123	***123
"* * , * * *"	12	****12
"* * , * * *"	1	*****1
"* * , * * *"	0	*****
"###,###.###"	12345.67	12,345.67
"###,###.###"	1234.56	1,234.56
"###,###.###"	123.45	123.45
"###,###.###"	12.34	12.34
"###,###.###"	1.23	1.23
"###,###.###"	0.12	.12
"###,###.###"	0.01	.01
"###,###.###"	-0.01	.01
"###,###.###"	-1	1.00
"&&, &&&. &&"	12345.67	12,345.67
"&&, &&&. &&"	1234.56	01,234.56
"&&, &&&. &&"	123.45	000123.45
"&&, &&&. &&"	0.01	000000.01

Format String	Numeric Value	Formatted Result
"\$ \$ , \$ \$ \$ . \$ \$"	12345.67	*****
"\$ \$ , \$ \$ \$ . \$ \$"	1234.56	\$1,234.56
"\$ \$ , \$ \$ \$ .##"	0.00	\$0.00
"\$ \$ , \$ \$ \$ .##"	1234.00	\$1,234.00
"\$ \$ , \$ \$ \$ .&&"	0.00	\$0.00
"\$ \$ , \$ \$ \$ .&&"	1234.00	\$1,234.00
"- ##,###.##"	-12345.67	-12,345.67
"- ##,###.##"	-123.45	-bbb123.45
"- ##,###.##"	-12.34	-bbbb12.34
"- - #,###.##"	-12.34	-bbb12.34
"- - ,###.##"	-12.34	-bb12.34
"- - , - ##.##"	-12.34	-12.34
"- - , - - #.##"	-1.00	-1.00
"- ##,###.##"	12345.67	12,345.67
"- ##,###.##"	1234.56	1,234.56
"- ##,###.##"	123.45	123.45
"- ##,###.##"	12.34	12.34
"- - #,###.##"	12.34	12.34
"- - ,###.##"	12.34	12.34
"- - , - ##.##"	12.34	12.34
"- - , - - .##"	1.00	1.00
"- - , - - - "	-0.01	-0.01
"- - , - - - .&&"	-0.01	-0.01
"- \$ \$ \$ , \$ \$ \$ .&&"	-12345.67	-\$12,345.67
"- \$ \$ \$ , \$ \$ \$ .&&"	-1234.56	-b\$1,234.56
"- \$ \$ \$ , \$ \$ \$ .&&"	-123.45	-bbb\$123.45
"- - \$ \$ , \$ \$ \$ .&&"	-12345.67	-\$12,345.67
"- - \$ \$ , \$ \$ \$ .&&"	-1234.56	-\$1,234.56
"- - \$ \$ , \$ \$ \$ .&&"	-123.45	-bb\$123.45
"- - \$ \$ , \$ \$ \$ .&&"	-12.34	-bbb\$12.34
"- - \$ \$ , \$ \$ \$ .&&"	-1.23	-bbbb\$1.23

Format String	Numeric Value	Formatted Result
"----, --\$.&&"	-12345.67	-\$12,345.67
"----, --\$.&&"	-1234.56	-\$1,234.56
"----, --\$.&&"	-123.45	-\$123.45
"----, --\$.&&"	-12.34	-\$12.34
"----, --\$.&&"	-1.23	-\$1.23
"----, --\$.&&"	-.12	-\$0.12
"\$ * * *, * * *.&&"	12345.67	\$*12,345.67
"\$ * * *, * * *.&&"	1234.56	\$**1,234.56
"\$ * * *, * * *.&&"	123.45	\$****123.45
"\$ * * *, * * *.&&"	12.34	\$*****12.34
"\$ * * *, * * *.&&"	1.23	\$*****1.23
"\$ * * *, * * *.&&"	.12	\$*****.12
"(\$ \$\$, \$\$\$.&&)"	-12345.67	(\$12,345.67)
"(\$ \$\$, \$\$\$.&&)"	-1234.56	(b\$1,234.56)
"(\$ \$\$, \$\$\$.&&)"	-123.45	(bbb\$123.45)
"(\$ \$\$, \$\$\$.&&)"	-12345.67	(\$12,345.67)
"(\$ \$\$, \$\$\$.&&)"	-1234.56	(\$1,234.56)
"(\$ \$\$, \$\$\$.&&)"	-123.45	(bb\$123.45)
"(\$ \$\$, \$\$\$.&&)"	-12.34	(bbb\$12.34)
"(\$ \$\$, \$\$\$.&&)"	-1.23	(bbbb\$1.23)
"(((, ((\$.&&)"	-12345.67	(\$12,345.67)
"(((, ((\$.&&)"	-1234.56	(\$1,234.56)
"(((, ((\$.&&)"	-123.45	(\$123.45)
"(((, ((\$.&&)"	-12.34	(\$12.34)
"(((, ((\$.&&)"	-1.23	(\$1.23)
"(((, ((\$.&&)"	-.12	(\$0.12)



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