



Tech Info Library

At Ease for Workgroups 3.0: Accessing Floppy Only (10/95)

Article Created: 4 October 1995

TOPIC -----

I am using At Ease 3.0 for Workgroups and I noticed some of my users are able to save files to the hard drive even though I have selected the store user documents on floppy disk in the Locations panel. When the user tries to save their file a dialog box appears asking them to insert a floppy disk. If the student clicks the Continue button without inserting a floppy disk, they can save anywhere on the hard drive. How can I fix this?

DISCUSSION -----

There are two panels that need to be set properly for At Ease to prevent the user from accessing the hard drive from the Open or Save dialog boxes. In this case the Security Panel is not set correctly. Follow these steps to allow users to only save and/or open documents from a floppy disk:

Locations Panel
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Step 1

Launch At Ease Setup, open the Setup in which this problem is occurring.

Step 2

Click the Disk Icon button to go to the Locations Panel.

Step 3

In the second section:

Store user documents on:

Setup location volume

Floppy Disk

Click the box to put an x in the Floppy Disk section to store the users documents on a floppy disk.

Security Panel

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Step 1

Click the Padlock button to go to the Security Panel.

Step 2

In the first section:

For new documents, users are required to use their At Ease Documents folder to:

Open

Save

Click the box to put an x in the Open section if you want your users to only be able to open documents from a floppy disk. Click the box to put an x in the Save section if you want your users to only be able to save documents to a floppy disk.

Having both Open and Save selected are the default settings, so they must have been changed in order for the problem you were experiencing to have occurred.

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Keywords: katease

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19960215 11:05:19.00

Tech Info Library Article Number: 18692