
Very Important Stuff About AviSys Version 5

This document covers important information that is easy to miss in the User's Guide, information that has changed, and features added since the User's Guide was printed.

Please select **File** and **Print** now so you can have a printed copy of this information as an addendum to your AviSys User's Guide.

Some of the following information will be more meaningful after you have learned to use AviSys.

Important: If You Are Converting From Version 4.x to 5.0

Move to the bottom of this document (*Ctrl-End*), scroll up to **Converting From Version 4.x**, and read the material relevant to the conversion. Then return here (*Ctrl-Home*). Be sure to not miss **Mass Place Change**, below.

Important Notice: If you are upgrading from *any* prior version of AviSys (version 1.x, 2.x, 3.x, or 4.x), this upgrade is subject to the original license. You may not give your old copy of AviSys to others -- to do so is a violation of the license and theft of intellectual property.

If you are updating from 5.00(A), (B), (C), (D) or (E) to 5.00F, see the special information, below

Support

Support for the first 120 days you have AviSys is via the toll-free line, 800-354-7755. After 120 days, or for discussions on such subjects as taxonomy ("*What bird is the Spiny-tailed Squirdle? Really!*"), please use **505-867-6255**. There is no charge for support at any time.

Our preference is support via EMail at <support@avisys.net> We respond the same day if humanly possible.

Check our web site at least every month for program updates you can download free of charge, and for additional data sets, such as the *Butterfly*, *Dragonfly*, *Mammals*, and *Herps* data sets now available. The web site is: www.avisys.net (Note: that's .net not .com)

Why You Should Read the User's Guide

You knew we were going to bring this up, didn't you?

Thoroughly covering at least the first two chapters is important to your understanding how to use AviSys, and vital to your getting the most out of the software.

Just like you, we don't like to read software manuals, either, and we can usually get by without doing so, at least until we find specific things we can't figure out how to do. But there are some good reasons why AviSys is different:

AviSys is not general purpose software. You do not have an immediate understanding of what you need to do, as you would with a word processor where you can just start writing.

AviSys is a very comprehensive and powerful birding program, and has features and functions targeted directly at the birding data recording task. You need to understand its task-focused features and how to integrate them with your personal birding data strategy.

As powerful as AviSys is, **it can be used in a very simple and straightforward manner**, or in ways that increasingly exploit its power and functionality.

The manual contains as much information and advice about your birding data recording **strategy options** as it does about running the software. **Each AviSys user has unique birding data requirements.** The manual will help you establish your personal data entry strategy up front.

If you wait until you can't figure out how to do something, or how to get some result you need, it may be too late -- you may have been entering your data in a way that doesn't allow you to get the results you want. You take a great leap forward when you begin entering data in AviSys -- you want to start out on the right foot.

If your requirements are very simple, the manual will show you how to keep it simple and quick and easy.

Many AviSys users will say that AviSys is the most important program on their computer. They spend a lot of time with AviSys, and get a lot out of it -- in fact, they depend on it. ***It is unreasonable to have such expectations from a piece of software and not spend some time preparing to use it properly, efficiently, and effectively.***

Please, please, start out with Chapter 1, ***The Fundamentals***, and continue at least through Chapter 2, ***Power And Strategy***. Then peek at Chapter 5, ***Reports***, so you have an idea of what's available.

Also, **don't forget** that **F-1** (Help) is available at every dialog and screen -- and it's context sensitive and fully illustrated. There is also the **Help** main menu item which provides fully indexed help.

Taxonomy

This edition of AviSys includes the **Clements' Fifth Edition World Taxonomy, 2004** as of 8/1/2004, the official world checklist of the American Birding Association. It also matches the taxonomy of the Shawnee Finnegan Nation Checklist Add-On 2004, 8/1/2004.

The locations of a few families in the sequence have been changed to cause the North American checklist to conform with the AOU and ABA checklists. See the documents installed in your data set folder for the following files to assist you in determining the correct names for world-wide species that have recently been changed: **NEWNAMES.DOC**, **LUMPS.DOC**, **SPLITS.DOC**. Those files require WordPad (provided with Windows) or Microsoft Word 6 or later to open.

This edition also treats ABA geographic Regions and Areas consistent with the changes announced in the 2003 Big Day and List Report issued in July 2004.

If you use the Shawneen Finnegan Nation Checklist Add-On, be sure you have the 2004 edition. If you need to update, call SBSP at 805-963-4886. If you don't have the Add-On, and want to order it, order from the AviSys web site, www.avisys.net, or call us at 1-800-354-7755.

Important AviSys Terminology

In birding circles, the terms "list," "checklist," and "life list" have multiple meanings depending on the user and context. In AviSys, the following meanings will be adhered to:

Checklist: A list of the species that *can* be seen in a geographic area, such as "The Checklist of North American Birds," or the folding card "The Birds of North Dakota." A checklist is specifically *not* a list of the species you *have* seen.

List: A list of the species you *have* seen, usually within a given geography, and/or within a range of dates, e.g. your "Ohio list," or your "2004 King County list."

Life list: A list of **all** the species you have seen anywhere, throughout your lifetime.

Lifer: The first sighting of a species, anywhere, throughout your lifetime.

This is Version 5.00F. There are some significant changes in this release, and in the B, C, D and E versions, as follows:

Version 5.00B Stuff:

Because of some unusual color schemes available in Windows XP, the following improvements have been made in AviSys:

- * The captions in the "Fix" buttons turn red when the buttons are in the down, or "on," condition.
- * In the master list, family names are no longer dimmed when in Checklist Mode.
- * In the master list, a different "gray" color is used for "dimmed," non-checklist species.
- * In sighting file record listings, the comments are displayed in a different "gray" if another color has not been specified in *Options*.

In the master list, dark artifacts at the bottoms of character descenders of "dimmed" species names have been eliminated.

During a *Find | Next* operation, the cursor now stays on the "Next" button after it has been clicked.

In World Mode, when a checklist is invoked, if a band code is entered, species not in the invoked checklist are not considered in the decision to create and/or populate a collision list.

In the Places Tables, alpha jumps now operate properly with numeric characters.

In a sighting file record listing, a Place expansion (Site, City, County, State, Nation, Continent) for the highlighted record is displayed at the bottom of the listing window.

Version 5.00C Stuff:

AviSys now opens in full screen mode by default, with the desktop covered by a gray panel in resolutions greater than 800x600. AviSys also restarts with the main window in the condition it was last used.

The Print Preview window is now wider, providing a full page-width view in most cases.

The Prior Year and Current Year buttons on the Date Entry dialog now display, for example, 02 and 03 instead of 2 and 3.

When the List Records criterion of Species is set and then cancelled, the dialog entry now reverts to "All" instead of "None." The function worked correctly; just the display was wrong.

HUGE!! Adobe® Acrobat® PDF Support for High Quality Document Exchange

Version 5.00B and later now support output from reports and listings to an Adobe Acrobat PDF document. AviSys has always had the highest quality, and most flexible, output for reports and listings. With this feature, AviSys now jumps another long mile ahead of the competition.

Adobe Acrobat PDF (Portable Document Format) files are the worldwide standard for high quality documents that can be distributed easily and safely over the Internet via email or the Web. These days, most people who use the Internet have installed a copy of the **free** Acrobat Reader and can read and print PDF documents.

With this AviSys facility, you can produce any of your reports or listings in PDF and attach them to email messages. The recipients will see them, and be able to print them, in the same high quality and form as you see them in Print Preview or as printed output, including fonts, character styles, and exact formatting. You can even send the document to a professional printer for high quality printing.

Since you would be interested in this feature only if you have Adobe Acrobat Reader installed, the documentation for the feature is in a PDF document, PDFOps.PDF, which has been installed in your base AviSys folder, such as C:\AVI5.

If you do not have the free Adobe Acrobat Reader installed, you should -- and all your friends should, too. Download it now from www.adobe.com and install it.

Basically, to send a report to PDF file, you do a *Print Preview* and click the *PDF* button which launches the *AviSys 5 Adobe Acrobat Machine*. The resulting PDF file is stored in the current data set folder. To view any PDF files in the folder, click *Utilities / View Adobe Acrobat PDF Files*. You cannot view files if Acrobat Reader is not installed.

If you happen to have the full Adobe Acrobat program, you can enhance the AviSys PDF output with yellow highlighting, add notes to species or records, draw on the document, and immediately send the document to somebody via email.

Support for RTF (Rich Text Format) Report Output

In Verison 5.00C and later, all reports and listings can now be exported to an RTF format file, enhancing AviSys' document interchange capability. On the Print Preview menu, there is now an RTF button. Clicking it produces an RTF file from the current report and prompts you to provide a name and, optionally, a path.

Currently, the only word processors that handle complex RTF files properly are Microsoft Word 97 or later. Further, **Word will display RTF files properly in View | Print/Page Layout mode only.**

This feature provides an alternative means (in addition to Text File and Adobe Acrobat File) of sending your AviSys reports and listings, via email or other media, to correspondents who use Word.

Version 5.00D Stuff:

See the AviSys Trip Log, below.

An OOOPS! re: selected page printing

In Version 5.00C, we introduced a Print Options Dialog function of "Print Pages" | "Defined" (in addition to Odd, Even, or All) where you could use standard page selection definition, such as 1-3, 5, 7, 10. Unfortunately, a typo in the code specifically disabled any page number definitions with a 0 (zero). We've fixed that. As a reminder, to select pages you need to do a Print Preview first, to actually see the pages, then back up to the Print Options Dialog and make the page selection.

Improved Checklist report

When printing a Checklist (invoked from the Checklist menu) if ' and " sighted markers are selected, the printout will now include *Seen in Checklist Area*, *Seen Anywhere Else*, *Endemic Count*, and *Endemics Seen* species count totals.

AviSys Size Scaling

AviSys normally runs with the main screen at a width of 800 pixels, which is very satisfactory at 1024x768 and 1280x960 resolutions on normal desktop screens of 17", 19", or larger.

However, recently produced laptop computers are now coming standard with ludicrously high resolutions for 13", 14" and 15" screens, which makes reading text uncomfortable. (It's a marketing battle-of-the-numbers thing.) In order to be able to read the text under icons, users immediately jump for the non-standard "Large Fonts" setting, which is only a partial fix for the problem and which causes other problems.

There is now a "enlarge/reduce" button at the bottom of the AviSys main screen *only* when the computer has a video resolution of 1024 x 768 or higher. Clicking that button will scale the AviSys main screen to a larger size, improving readability on small screens. (Clicking it again will restore the original window size.) Correspondingly, the Sighting Record Listing, Journal, List, Places, and Trip Log screens are also enlarged. While this is helpful with small laptop screens, you will find that **the normal scaling is generally the most readable on desktop screens** -- bigger is not always better, especially when working with a list of items.

Version 5.00E Stuff:

See the County Summary Report, below:

Version 5.00E also fixes a problem where, in some environments, if a date in a record in the Trip Log is edited, it will appear to be correct in the log, but when invoked in a report it will revert to the old date.

Version 5.00F Stuff:

AviSys Version 5.00F provides support for AviSys Palm Support with J-File Version 5. **IMPORTANT:** If you are a previous Palm Support user, it is required that, after installing this version, you also update your Palm Support via a free update download from our web site.

Version 5.00F provides an enhanced method to produce "AOU Area" reports for submission to the ABA. A new continent, "AOU" is added to the Places Tables. Reports run for this Place conform to the new ABA definition of the "AOU Area."

If you use the Nation Checklist Add-On, this Place can also be used to create and invoke an AOU Checklist.

Version 5.00F provides an option, when producing a Species Seen or Checklist report to Text File, to have the Latin names on the same line as the English names, in the form:

Jerry's Bobolink (*Bobolinkus jerryii*)

Version 5.00F adds a, larger, more visible Dot as an endemic marker in checklists when the Nation Checklist Add-On is used. See Options | Endemic Character.

Version 5.00F provides an updated Help facility, with an enhanced description of the process to back up to CD-R or CD-RW.

The AviSys Trip Log

Version 5.00D introduced the AviSys Trip Log. This is covered in User's Guides after January 1, 2004.

A new Main Menu item at the top of the main screen, *Trips*, invokes the AviSys Trip Log. In addition, the criteria dialogs for *List Records* and many *Reports* now have *Trips* buttons that invoke the log.

AviSys Trip Log

Place	Start Date	End Date	Key Word	Description
1963 Morgan Street	Jun 23, 1999	Jun 23, 1999	Big Sit	Big Sit in our yard
Alabama	Jul 2, 2001	Jul 2, 2003	Pete	@ Alabama outing with Pete and Mary
Australia	Sep 5, 1989	Sep 11, 1989		Wings Tour led by Shawneen Finnegan
Berkeley(Bay)	Sep 5, 1999	Sep 5, 1999		
FakahatcheeSP-FL29	Apr 22, 1991	Apr 22, 1991		Mosquito "birding"
Georgia	Apr 1, 2001	Apr 3, 2001	William	Birding at Forest Park
Lake Tahoe	Mar 10, 1998	Mar 10, 1998		Birding on our honeymoon
Montlake Fill	Jun 17, 1998	Jun 17, 1998		Search for Montlake Phil
Portal-Paradise	Aug 16, 1992	Aug 16, 1992		Trip on ABA Convention
Spofford's Yard	May 23, 1995	May 23, 1995		Hummingbird Heaven Outing
Washington	Jul 11, 2000	Jul 11, 2000	Theler Wetlands	Audubon trip led by Jerry Blinn
Yellowstone NP, WY	Jul 1, 1991	Jul 14, 1991		First trip after retirement
Yukon Territory	Dec 31, 2003	Dec 31, 2003	CBC	@ Christmas Bird Count - Yukon
[None]	Feb 5, 1992	Feb 7, 1992		

↓ ↓ ↓ ↓ ↓

A trip may be a Place and Date Range or just a Date Range -- Key Word and Description are optional ☐ Reverse Sort

Select Add Edit Delete Note Print Quit

Important Features of the AviSys Trip Log

In most birding database software, every time you enter sightings you first must create a trip, that is, a location and date at a minimum. Then all subsequent record entries carry that data. A new trip log entry is automatically derived from that data. That seems nice until you realize that:

1. Every time you enter records, no matter how insignificant an event, you end up with an entry in the trip log, cluttering it up with hundreds of unimportant, useless entries.
2. Each trip reflects only one date, one day, so that your week-long trip to Yellowstone is logged as seven trips!

The AviSys trip log is not so rigidly automatic. Whenever you have a trip or outing that's important enough to keep in a log, you enter the trip record in the log individually, including the appropriate **range** of dates, a trip description, and even a Field Note if you wish. And you can add to the log at any time, not just when you are entering data.

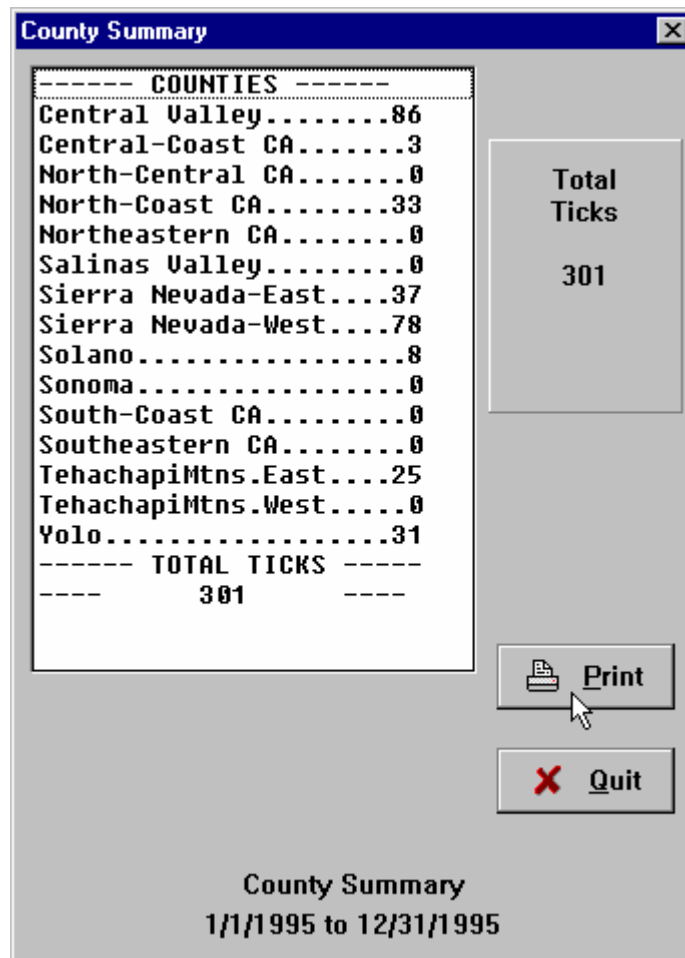
Whenever you are listing records or running reports, you have the option of selecting a trip from the log, which automatically places the correct date range, Place and, optionally, a Key Word, in the report or listing criteria -- **just a couple clicks to set up a complex report query.**

Note the buttons above: you can add, edit, and delete trip log records, you can add or edit Field Notes in trip log records, and you can print out the complete trip log. Note, also, that you can sort the trip log on any field, forward or reverse, making it easy to find the trip you want.

The County Summary Report

Version 5.00E introduces a new report for county listers.

Under the Reports main menu item, you will see a new entry -- County Summary. This report will assemble the species seen counts for each of the counties of a selected state, and will also report the "total ticks" for those counties. You can provide date range, key word, and/or Attribute criteria. When choosing the report, you will be prompted for the state and taken to the Places Tables. All the County Places linked to that state will be assembled for the report. However . . .



Note that this birder has a lot of "non-county" counties, defining regions rather than counties, and that the report lists them right along with the "real" counties. This is usually not the case with county listers, as they tend to preserve the Counties table for real counties. But when running this report, AviSys will ask if you would like to go to the Z-LIST facility to list County table entries, for the selected state, that you want to be *excluded* from the report. In the Z-LIST you would insert such Places as "Central Valley" and "South-Coast CA," above. To make it easy to run this report in the future, you can Store the Z-LIST for quick recall.

Like all reports, this report can be run to Viewer (above), Print Preview (where you can also create Adobe Acrobat and Microsoft Word RTF files), Printer, Text File, and Print File.

Mass Place and Key Word Change -- A *Powerful* Feature

While this feature is covered in the User's Guide, we are emphasizing it here because of its **unique power** in assisting users converting from prior versions of AviSys to capitalize on the vastly expanded number of Places in Version 5, as well as for current Version 5 users to completely re-organize their Places strategy.

Mass Place Change

For ALL records in the sighting file, if a record is assigned DIRECTLY to the Current Place, its Place assignment will be changed to the New Place.

If a Current Key Word is specified, the sighting record must ALSO have that Key Word in its comment or the Place assignment will not be changed. If Delete Key Word is checked, and the Current criteria match, the matching Key Word will be deleted in the comment.

A Current Key Word will be handled uniquely; if the Key Word in the comment is imbedded in another word there will not be a match – it must have leading and trailing spaces.

If a New Key Word is specified, and there is a match with the Current criteria, the new Key Word will be inserted in the comment.

Change all records that match these criteria . . .

Current Place: **Required**

Current Key Word: ☐ Delete Current Key Word

. . . to this new Place and, optionally, Key Word.

New Place: **Required**

New Key Word:

Execute **View Current Records** **Help** **Close**

This facility is found under *Utilities* in the main menu.

Note: *This facility should be used only with data sets that are currently backed up.*

Reassigning records to a new Place

In the example shown above, the user has many records assigned directly to the State, *Washington*, with a Key Word of *Bowerman Basin*. She decided that she will bird that location frequently, so she created a Site named *Bowerman Basin*. In the dialog, she enters a Current Place of *Washington*, and a Current Key Word of *Bowerman Basin*.

The operation will then select all, and only, the records assigned DIRECTLY to *Washington*, **and** with a Key Word of *Bowerman Basin* in the comments. To be sure she understands exactly which records will be modified, she can click the View Selected Records button.

Note: *for a Current Key Word entry to match with a key word in the comments, the Key Word in the comments cannot be imbedded in another word. Example: with a Current Key Word criterion of **percil**,*

*the comment "Seen at **Percil**" would match -- the record would be modified. The comment "The bird was **supercilious**," would not match -- the record would not be modified. (Case does not matter) This restriction ensures that only records with unambiguous, specific location Key Words are selected.*

For the New Place, she selected the Site she just created, *Bowerman Basin*. Since she needs no further definition of the location, she leaves the New Key Word blank.

When she clicks Execute, all records assigned DIRECTLY to *Washington*, that **also** have a Key Word of *Bowerman Basin* in the comments, will be re-assigned to the new Site, *Bowerman Basin*. No additional Key Word will be inserted in the comment. Now, if she had also checked the Delete Current Key Word box, during the operation the Key Word *Bowerman Basin* would be deleted from the comments because it is no longer needed.

Deleting a Place you no longer need, and reassigning the records

For an inverse kind of operation, if she had sightings assigned to the Site, *Schnurdle Pond*, and she doesn't bird there any more, she can have all those records re-assigned to *King County*, with a Key Word of *Schnurdle Pond*. Then, in the Places Tables, she can delete the Site, *Schnurdle Pond*, removing unnecessary clutter from her Sites table. In this case, remember that reports and listings can still be run for *Schnurdle Pond* by simply specifying it in the Key Word criterion.

What do you mean by DIRECTLY?

In the first example, above, records assigned to *Seattle* would not be included in the modifications. They are only **indirectly** assigned to *Washington* by linkage. The only records considered will be those where the user chose *Washington* from the States table as the Place when the records were entered in the database.

Here's a Trick! Mass Key Word Modification!

Although this facility is intended just to change Place assignments, because it handles Key Words it can be used to do mass Key Word changes. You see, if you use the **same** Current Place and New Place, ***you don't move the records at all***. But the Key Word functions are still active. So, you can delete the Current Key Word and/or, optionally, add a New Key Word, without changing the Place at all!

The Help Button

It's always there to provide information -- use it.

Subspecies Support

Version 5 and later includes support for the over 20,000 subspecies in the Clements 2004 World Checklist. This new function provides a dialog which lists all the subspecies for the currently selected species. You can select a subspecies during sighting entry and have it posted in the comment. Later, you can run sighting record listings with the subspecies name as a criterion. This is not just a way to

store interesting or scientifically important data -- this is also the perfect way to "escrow" subspecies information in anticipation of future splits.

Subspecies support is best used in conjunction with Clements' *Birds of the World - A Checklist* which includes not only the subspecies but also the ranges for each of the subspecies. The book, a monumental work, the official world checklist of the American Birding Association, and an imperative for any serious world birder, is available from us for \$39.95 plus \$6.00 S&H. Call 1-800-354-7755 to order it.

The first time you start AviSys, it will build the subspecies list. **If at some later time you should renumber the master checklist or install a taxonomy update**, you will need to run *Utilities / Reindex Subspecies Data*.

AviSys Partners: Version 5 includes support for the AviSys Partners add-on which provides comparative and summary reports for two separate birders who keep their sighting data in separate data sets, in separate instances of AviSys, or even on different computers. ("What has Mary seen that John hasn't?") See the AviSys web site, www.avisys.net, for details and to download Partners free of charge.

Palm PDA Data Entry Support: Version 5 has support for field sighting data entry from Palm (Pilot) devices. This is an optional feature. Please see the web site, www.avisys.net, for more information.

Version 5 supports **Windows Large Fonts** setting. This function does not re-size windows -- rather, with Large Fonts selected, it reduces the font size in AviSys windows so that text in controls formats properly. Windows Large Fonts is non-standard, and we still recommend against it if at all possible in your environment. A lower resolution (such as moving from 1024x768 to 800x600) at the standard Windows Small Fonts is the best solution except for users of intensive very-high-resolution graphics applications and very large monitors. Most often, higher resolution with Large Fonts is an illusion that is counterproductive.

Other Reminders

Don't forget that pressing the "." (period) key starts a **Find**, pressing "," (comma) performs a **Next**, and pressing "/" (slash) starts a **Band Code** operation. If you are a keyboard user, these are a lot easier than reaching for the mouse to click on a button.

Pressing ? lists all the records for the highlighted species (be sure to shift). There is also the "**List**" button, with a "listing" icon, at the right side of the main screen - clicking it is the same as pressing ?.

Does your spouse bird, too?

Don't overlook **Sighting Record Streaming** as a means to avoid entering records twice when you and your spouse go birding together. Keep your spouse's records in a separate data set and stream the records over there as you enter your data. It's easy, during the stream, to skip birds your spouse missed and, after the stream, to add birds your spouse saw that you didn't. Also see **AviSys Partners** at www.avisys.net.

List Comments in Navy Blue Font

An additional item has been added to the Options menu: *List Comments in Navy*. This may, or may not, be checked in the copy of AviSys you receive. The two options in the menu are now *Black* and *Navy*. If neither is checked, the Comments line in sighting record listings (ListRecs) will be *Light Gray*. You should experiment with ListRecs to determine which you prefer to visually separate Comments from other sighting data.

Initialize - Rapid Initial Record Entry for State and Nation Lists

If your current paper birding records look like this . . .

European Starling - France, Italy, Iowa, Nebraska, Ohio, King County, My Yard

. . . consider using **Initialize (F4)** as a way to quickly enter your life, state, and nation lists. See the User's Guide.

The White-throated "Robin"

If you have been lucky enough to see the rare White-throated "Robin," be sure to record that sighting against the White-throated Thrush, *Turdus assimilis*, which is in the Texas and ABA N.A. checklists in AviSys.

The real White-throated Robin is *Irania gutturalis*, an Asian bird that has been named that for over 150 years (since 1843). It is a true "robin," which the North American thrushes, some of which are called "robins," are not. For some inexplicable reason, the AOU named *T. a.* White-throated Robin, in spite of their commitment to not duplicate established bird names. The ABA accepted the name automatically.

Clements has always called *Turdus assimilis* White-throated Thrush, as have Sibley and Monroe. Therefore, AviSys does, too. If you choose, you can rename the bird. However, if you do so, we strongly recommend that you also rename *Irania gutturalis* to "Original White-throated Robin" so that AviSys doesn't do funny things with it.

BACKUP! BACKUP! BACKUP!

We highly recommend backup to diskette. Diskettes are cheap, reliable if name-brand (**except Verbatim brand**), easy to store, and easy to carry to an off-site location, such as your office or grandma's house, for maximum protection of your data against fire or theft.

We recommend rotating through three backup diskettes with blank labels on them. As you back up, date the diskette label. At the next backup, use the diskette with the oldest date, crossing it out and entering the current date. Thus, you maintain rotating father, grandfather and great-grandfather backups. Periodically, do a special backup to take off-site. Does that sound obsessive? OK, so it is. Are you obsessive about birding? Probably. Should you be obsessive about protecting your birding data? You bet! **Do you have time to back up?** It takes **35 seconds** -- think about it. **And do the complete backup process for *all* data sets if you use more than one.**

Backup to "ZIP" type disks is good, too. But they are so big (100MB or greater) that you will have to manage the backup process using multiple directories -- a source of potential error and a lot of work. Also, they are expensive, with the cheapest running about \$10.00, 20x the cost of a diskette.

Backup to CD has requirements. CD support in Windows is really a trick -- it's not actually a part of the operating system. Thus, backing up to CD will work with some systems and not others. You can back up to a **properly formatted** CD-R, CD-RW, DVD+-R, DVD+-RW if your system has effective CD software. (In Windows Explorer, or My Computer, select the drive (with new, empty media inserted), right-click, select Format.) If that doesn't behave properly, we recommend that you back up to your hard drive and then copy the file, named something like JOHN.ZIP, to CD-R or CD-RW using the CD facilities provided with your system. For that matter, you can copy the entire AVI5 (or whatever you named it) folder **and its attached data set folder**, such as JOHN, to CD using your CD software.

Back Up Often! And **Back Up all data sets** if you use more than one. It's so easy, there is no excuse not to.

NOTE! NOTE! There are only two kinds of birders -- those whose hard drives have crashed, and those whose hard drives **will** crash. Be prepared . . .

Emergency procedures in case a hardware or power failure has corrupted your data set and AviSys won't start.

There is an "Emergency Button" on the startup "splash" screen, the initial screen with the hummingbird. (***You can also just click once on the hummingbird.***) The button is placed just under, and at the right end of, the progress gauge. If you should have problems so serious that AviSys won't start, clicking the emergency button will cause AviSys to perform a complete data certification and cleanup. That action could recover all, or most, of your data, deleting any damaged records and providing a list of those that were deleted. If AviSys still won't start, or doesn't even get to the startup screen, then you will need to rename the Master Checklist backup file or restore from a backup diskette, as described in the two items below.

If AviSys can't get through the startup screen with the Emergency Button clicked, it is possible the problem is a corrupted Master Checklist. The last time AviSys was successfully used, a backup copy of MASTER.AVI was made, named MASTER.BKP. Using File Manager or Explorer, you can rename

MASTER.AVI to MASTER.XXX and then rename MASTER.BKP to MASTER.AVI. (Ditto for PLACES.BKP) Then try restarting AviSys, **using the Emergency Button**. If that doesn't help, perform a backup restore, as described below. (Note, if your machine is too fast for you to reach the Emergency button, just click **once** on the hummingbird.)

There is a stand-alone Restore program, **AVIREST.EXE** which will allow you to restore from a backup diskette if AviSys won't start because of damaged data. You can run the restore program in Windows 95/98/XP/2000 from Explorer, or Start/Run. If you use multiple data sets, remember to select the correct backup diskette for the data set that is failing.

Converting from Version 4 (4.0 through 4.58)

The conversion from Version 4 requires only doing a backup of your old AviSys data set, and doing a restore from that backup into your data set in Version 5. If you are familiar with that process, you will probably ignore the following instructions and *Just Do It*.

If you have custom checklists, that is, special ones you marked yourself, back them up separately so you can move them to the new release. (See the manual about backing them up to .CLB files.)

(The process is repeated if you have multiple data sets.) The conversion of the data format occurs automatically when you start the data set the first time, except for custom checklists which you need to restore in the Checklist menu.

If You Have Multiple Data Sets in Version 4

Start **AviSys 5**.

* Using *File / Add New Data Set* create matching new data sets for each of the additional data sets in Version 4.

* For **each** data set you create, perform *File / <DATASETNAME>* to make the data set current. Then respond to the prompts to create a new sighting file.

(At this time, it may occur to you that, during the install of Version 5, you did not name your primary data set to match your primary one in Version 4. If you want to correct that, **exit AviSys 5**, start Windows Explorer, *Start / Run / EXPLORER*, browse to your AviSys 5 installation, click the + next to AVI5, right-click the data set folder icon, and select Rename to change the name. By the way, at any time you want to change a data set name, that's how you do it.)

The Backup from Version 4

Start **AviSys 4** (be sure to use the 4.x icon, not the 5.0 icon).

* Perform *Utils / Rebuild Sighting File Indexes*.

* Then perform *Utils / Certify Data Set Quality*.

- * If both of those utilities run without error, then perform *Utils / Backup Data*.
- * If, when you start the backup, you have **only** the options of backing up to drive A or B, you have a very old copy of AviSys 4.0x that uses a different backup process. In that case, please update to Version 4.58 from our web site and perform the above procedures again.
- * During the back up, when you are asked if you want to backup to diskette, click *No*.
- * You are first asked to select the data set to back up. (The current one is automatically selected -- you may need to select another if you have multiple data sets.)
- * Then you are prompted for the destination to back up to. Browse to the data set folder in your new AviSys 5 installation, something like C:\AVI5\MARY.

The Restore to Version 5

Exit **AviSys 4**. Start **AviSys 5**.

- * Select *Utilities / Restore Data*.
- * You are first asked to select the data set to restore. (The current one is automatically selected -- you may need to select another if you have multiple data sets.)
- * Then you are asked for the folder to restore from. (The current one is automatically selected -- you may need to select another if you have multiple data sets.) Since you did the backup to your Version 5 data set, you will see that the backup file, something like MARY.ZIP, is automatically selected. Click *Next*.
- * The FROM and TO data set names are displayed. If they are different, a warning is issued. Assuming they are correct, even if you deliberately chose different names, confirm the decision to proceed at the next dialog, and follow the prompts to complete the restore.

After the restore, AviSys is exited automatically.

The Automatic Data Conversion

When you start **AviSys 5** the first time after the backup and restore, AviSys will ask your permission to convert your data. Unless there is some wild reason not to, answer Yes. Your Places Tables and Sighting File will be converted to the new format, a *Rebuild Sighting File Indexes* will be performed, and *Certify Data Set Quality* will be run -- all automatically. If your sighting file is large, there will be some lengthy delays with "Working for You . . ." displayed, and a few messages to let you know what's going on.

The above will occur for each additional data set as you select it with *File / <DATASETNAME>*.

- * Run *Utilities / Reindex Subspecies Data*.

So I Now Have the New Taxonomy, Right?

Wrong! When you do a Backup, the taxonomy is included. When you do a Restore, that taxonomy flows with the Restore -- whatever taxonomy was originally in the data set was overwritten. You can go to our web site, www.avisys.net, and download and install the latest taxonomy if you haven't already.

What Do I Do with AviSys 4?

- * Carefully compare some of your important lists by running reports in both AviSys 4 and AviSys 5, making sure the results are the same.
- * Do backups to diskette of all your AviSys 4 data sets. Store them away for a few hundred years.
- * Create three fresh, new, empty diskettes for your AviSys 5 backups. From now on, follow the backup instructions on page 2 of the Guide -- you were already doing that, right?
- * After you are certain everything in AviSys 5 is running well, using Windows Explorer, *Start / Run / EXPLORER*, delete the AviSys 4 folder, typically C:\AVI4. (*If you have a huge hard drive, don't bother.*) In any case, it's a good idea (that we highly recommend) to **delete the AviSys 4 icon** on your desktop so you don't accidentally use it to add new sightings. You may also want to remove the AviSys 4 item from your Start Programs menu.

What About All My Add-Ons?

Note: For the following actions, the first time you use Windows Explorer, you may need to select *Tools / Folder Options / View* and **UN**check the item *Hide File Extensions for Known File Types*. You need to do this so you can see the extensions, such as .EXE on the files.

(*Folder Options*, or just *Options*, may be in a different menu item, such as *Edit* or *View*, depending on your flavor of Windows. Microsoft just can't make up its mind where it belongs.)

(Remember: This is Windows Explorer, not Internet Explorer.)

The Shawneen Finnegan Nation Checklist Add-On

- * Using Windows Explorer, *Start / Run / EXPLORER*, copy the file RANGES.LST to each of your data set folders. (If you had different taxonomy versions in multiple data sets, you will need to copy the appropriate files.)

The Birds of North America CD-ROM Version 3 Add-On

- * Using Windows Explorer, *Start / Run / EXPLORER*, copy each of the following files from your base AviSys 4 folder, typically C:\AVI4, to your base AviSys 5 folder, typically C:\AVI 5:

BNA3.WRI ~ BNA3.DAT ~ BNA3.EXE ~ BNA3.INI ~ IMW32D40.DLL ~ OWNERS.DAT ~ RECORDERS.DAT ~ VIDEOS.CLB

Consult the document BNA3.WRI and the instructions in BNA3.INI to determine any adjustments you must make because of the location change.

The Birds of North America CD-ROM Version 2.x Add-On

* Using Windows Explorer, *Start / Run / EXPLORER*, copy each of the following files from your base AviSys 4 folder, typically C:\AVI4, to your base AviSys 5 folder, typically C:\AVI 5:

fvh12w16.exe ~ MVIEW.EXE ~ VBRUN300.DLL ~ VIDEOS.CLB ~ BNA.INI ~ BNA.DAT ~
Im2jpg.dil ~ Im2pcx.dil ~ Imvb3.vbx ~ bna.wri

Consult the document BNA.WRI and the instructions in BNA.INI to determine any adjustments you must make because of the locations change.

Palm PDA Support

* Using Windows Explorer, *Start / Run / EXPLORER*, create a folder under your AviSys 5 base folder (typically C:\AVI5) named PALM (use *File / New / Folder*).

* Then copy the contents of your AviSys 4 PALM folder to your AviSys 5 PALM folder.

* Using Windows Explorer, *Start / Run / EXPLORER*, browse to your AVI5\PALM folder and double-click the file AVIPALM.INI. Scroll to the bottom of that file to find a section like:

```
[Palm Stuff]
JFilePath=C:\AVI4\PALM
PalmPath=C:\PALM
BackupPath=C:\PALM\BLINNJ\BACKUP
ArchivePath=C:\PALM\BLINNJ\Archive
DDMMYY=0
```

* Edit the file to change any references to C:\AVI4 to C:\AVI5. (Those paths may be different in your installation.) It is likely that the only change will be to JFilePath.

* You will need to recreate the checklists on your Palm from scratch, using AviSys Version 5. By necessity, the Place numbers are much different, and the Place numbers on your Palm device will be wrong. That means deleting them on your Palm, and in the Palm Support dialog. Then create brand new checklists.

* As an alternative (but a little hairy), for a **one-time** fix only, you can edit the Place numbers in your Palm Outing records to match the Place numbers in the new Places table. For instance, the place number in a Version 4 created Palm checklist on your Palm device will show as "**California %245**," but if you look in the version 5 Places table, you might see California as Place number **1397**. So you could edit the three Palm checklist Outing Info records to "**California %1397**." You should also edit the Place popup list on your Palm checklist -- add the new California, then delete the old one. Eventually, you will still need to recreate the checklist from scratch, but this can get you on the road with an existing checklist

that you just have to use.

AviSys Partners

* Using Windows Explorer, *Start / Run / EXPLORER*, copy each of the following files from your base AviSys 4 folder, typically C:\AVI4, to your base AviSys 5 folder, typically C:\AVI 5:

PARTNERS.EXE ~ PARTNERS.WRI ~ PARTNERS.HLP

What About Program Updates?

As always, you can visit our web site and check for free program update downloads. We recommend you do that about once a month. We have this perverse habit of including new features in free updates. We had 23 updates, with 68 feature and function enhancements, in 5-1/2 years, for Version 4.

By the way, there will be no further updates for Version 4.

_____ end of document (thankfully)