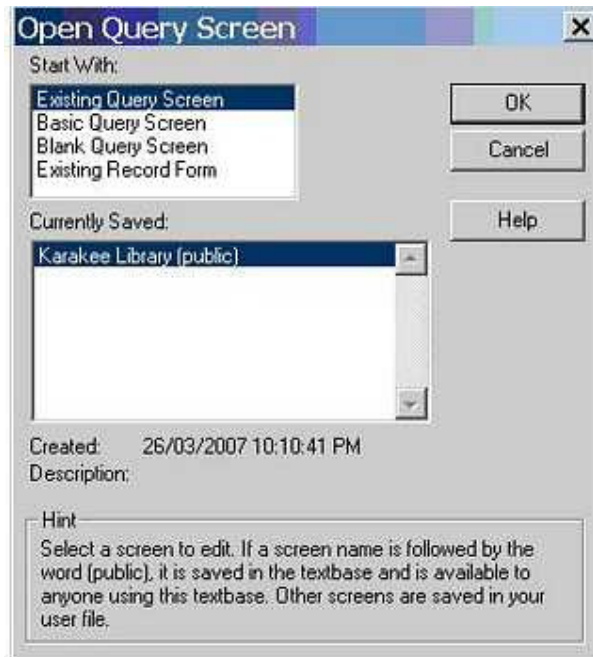


How to design a search screen in DB Text Works

You can easily design a search (query) screen in DB TextWorks.



Go to the Search menu
Choose Design Query Screen



Choose screen in Currently Saved box or chose an option in the Start With box
Click OK button

If working with an existing screen the boxes making up the parts of the screen will be displayed.

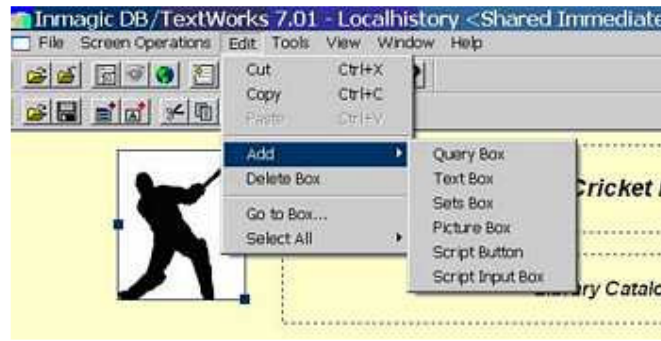
There are two main types of boxes:
Query boxes containing information relating to database fields
Text boxes contain descriptive text

Icons for these functions are normally located in the second row of icons, third and fourth icon from the left (next to the Save Query Screen icon).

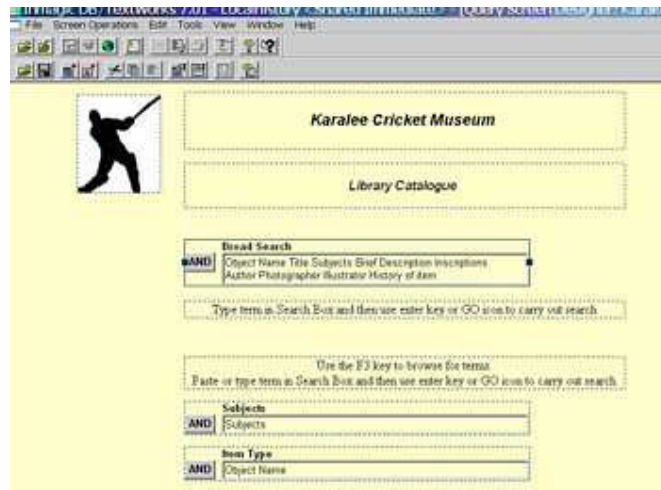
Or go to Edit menu

Select Add

Then choose the type of box required.

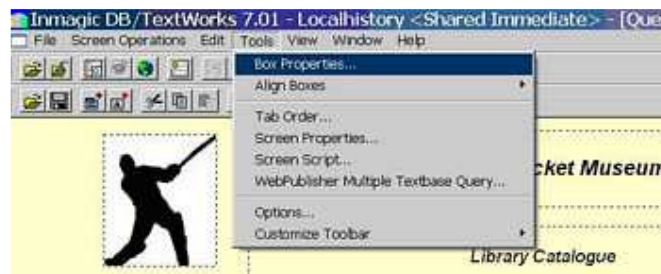


For an image on the screen choose a Picture Box

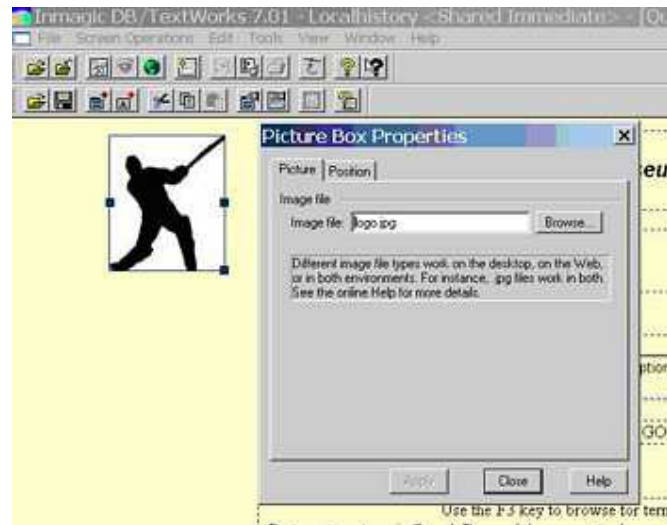


To add information to boxes use the Tools Menu

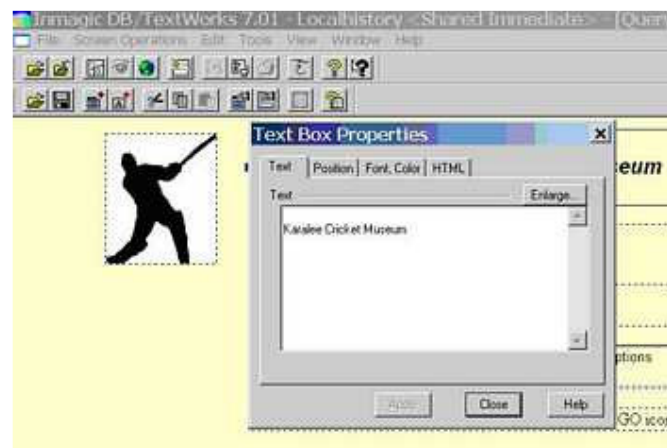
Choose Box Properties



Picture Box



Text Box



Query Box



There are tabs for determining the position of boxes on the screen or you can drag and drop boxes to position them.

Multiple fields can be added to one box as in Broad Search option

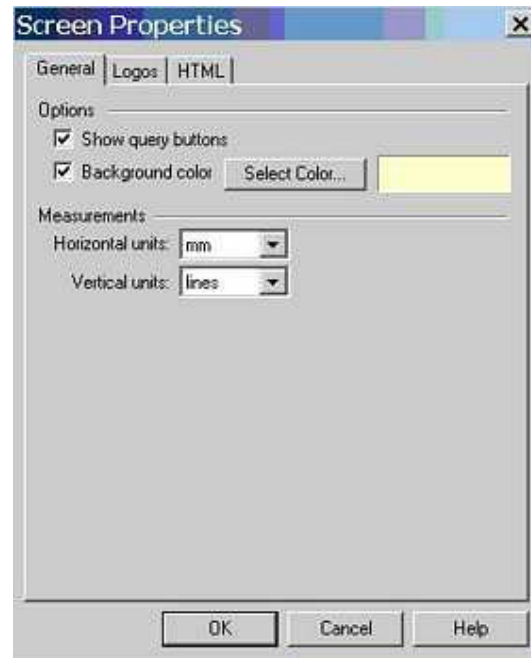
You can alter the label so that it does not just list the names of the fields

You can determine the font and colour to be used plus a background colour if desired

To make changes affecting the entire screen, not just individual boxes

Go to Tools menu

Select Screen Properties



The best way to learn to design a screen is to experiment on a sample one.

Have fun.