A/S can be controlled in several different ways to maximize its usefulness. Here are just a few:

Favorite settings can be saved as settings files and placed in a folder. This folder can be designated as the Settings folder using the Folder Preferences window. Settings documents stored within this folder are displayed in a hierarchical Load Settings menu; choosing a menu item opens that settings document.

All files in a folder can be processed one after another. Favorite input and output folders can be chosen so that all files in the input folder are processed and placed in the output folder at the touch of a key. The folders are chosen using the Folder Preferences window.

System 7 users can drag and drop TEXT files and settings files onto the A/S Finder icon. Files are opened in alphabetical order with settings files being opened first. TEXT files can be opened into a Browse window, processed and placed into the same folder as the original file, or processed and placed into a specified destination. How A/S will react to a dropped TEXT file is specified in the Open Events Preferences window.

System 7 users can use AppleEvents to launch A/S, tell it to open a specific settings file, process one or more TEXT files, and then quit. How A/S will react to an Open AppleEvent for a TEXT file is specified in the Open Events Preferences window.

QuicKeys™ (from CE Software, Inc.) users can create a variety of shortcuts (including sending AppleEvents). These shortcuts range from simply choosing a favorite settings file from the hierarchical Load Settings menu to creating a complex sequence that defines a variety of A/S program settings and files to be processed when a single key is pressed.

Now Menus $^{\text{\tiny M}}$  and Now Super Boomerang $^{\text{\tiny M}}$  (both from Now Softwaê) users can use these programs to add or redefine menu shortcut keys and create hot keys that open favorite files or folders.