

The KOShell Handbook

Anne-Marie Mahfouf



The KOShell Handbook

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Abstract

KOShell is the KOffice Workspace where you can work with each component of the KOffice productivity suite at the same time. KOShell helps you organize your work in a friendly environment.

Chapter 1

Introduction

KOShell is a framework in which you can work with several KOffice applications in the same window. Being based on a true component framework KOShell provides exactly the same functionality as the stand-alone applications, and adds more features, by making available all components in the same window.

KOShell is part of the KOffice productivity suite for the K Desktop Environment. Other applications in KOffice include:

- KWord (A full featured WYSIWYG (What You See Is What You Get) Word-processor/Desktop Publishing Program.)
- KSpread (A spreadsheet application.)
- KPresenter (A presentation creator.)
- Kexi (An integrated environment for databases.)
- Kivio (A flowchart creator.)
- Karbon14 (A vector drawing program.)
- Krita (A pixel based drawing program.)
- KChart (A chart and graph creator.)
- KFormula (A formula editor.)
- Kugar (A report generation tool.)

See the individual application manuals for details on how to use them. These manuals apply to running the applications as components inside KOShell just as well as running them stand-alone.

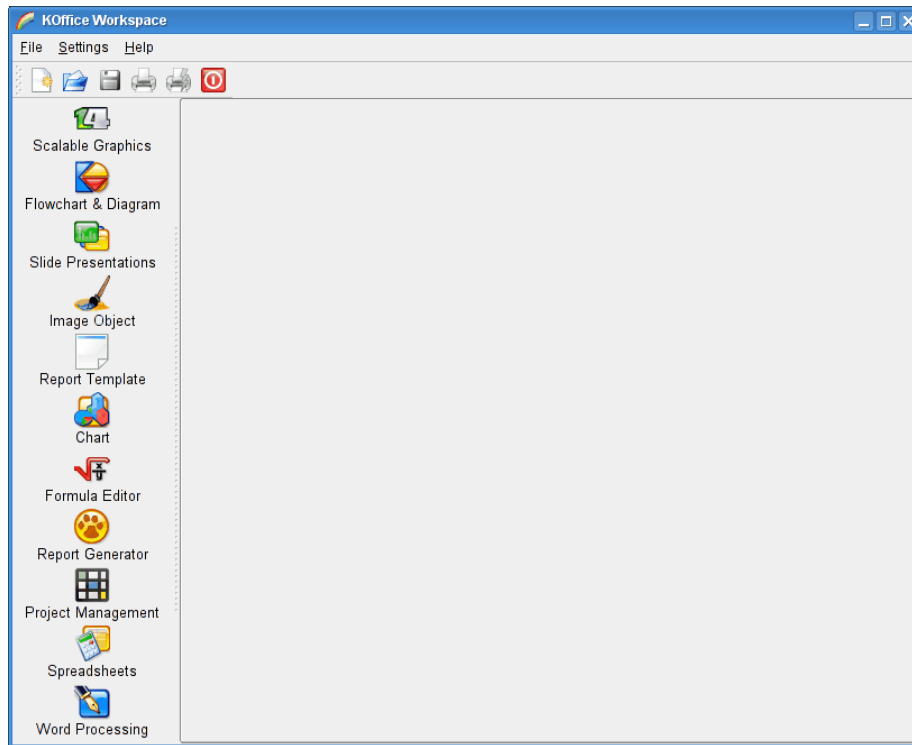
Chapter 2

The KOShell Main Window

2.1 General

KOShell consists in a friendly workspace to allow you to work on several KOffice applications at the same time. In the KOShell main window you can see a side pane on the left showing the icons of the available KOffice components and the main view on the right which contains the main window of the active component and the usual menubar and toolbar.

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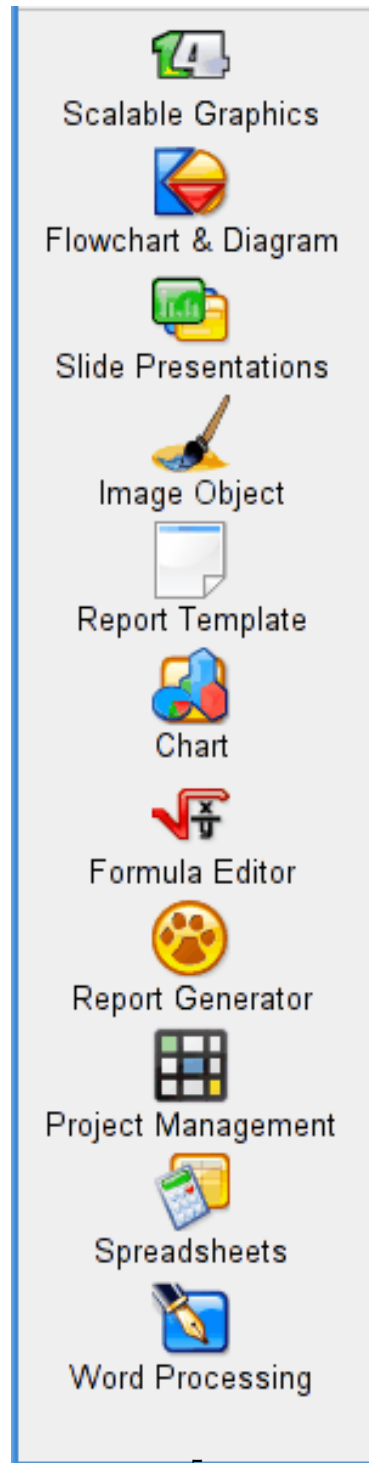


Here you can see KOShell as it is the first time you run it. KOShell always starts empty. You can then choose different actions. You can use the side pane on the left to open the programs as if they are standalone applications. You can also open any supported document via the File → Open menu and the corresponding KOffice application will open with the document loaded.

You can also import any supported document using the File → Import menu and as with the Open action, the adequate KOffice application will be used to load your document.

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2.2 Side Pane



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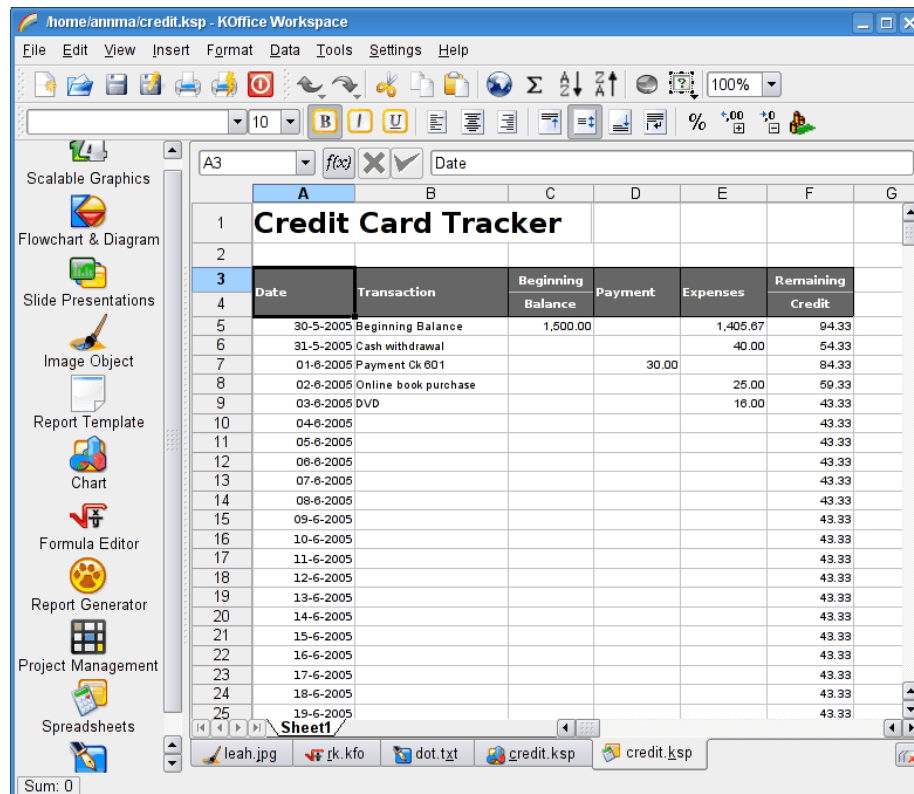
The side pane allows you to open a new KOffice component as if it was the stand-alone application. In most components, you are asked what document you want to open, a template, an empty document or an existing document. The main window of the component is then shown and the menubar, toolbars and statusbar in KOShell are adapted to reflect the functionality of the active component.

You can change the size of the icons in the side pane. Right-clicking on the side pane will give you the option to use Large, Normal, or Small icons, as well as the option to use text only instead of icons.

If you dislike the sidebar, you can simply hide it by dragging the splitter to the left.

2.3 Main View

The view on the right which takes up most of the area of the KOShell main window shows the active component. This exactly corresponds to the main window the component uses when run as a stand-alone application.



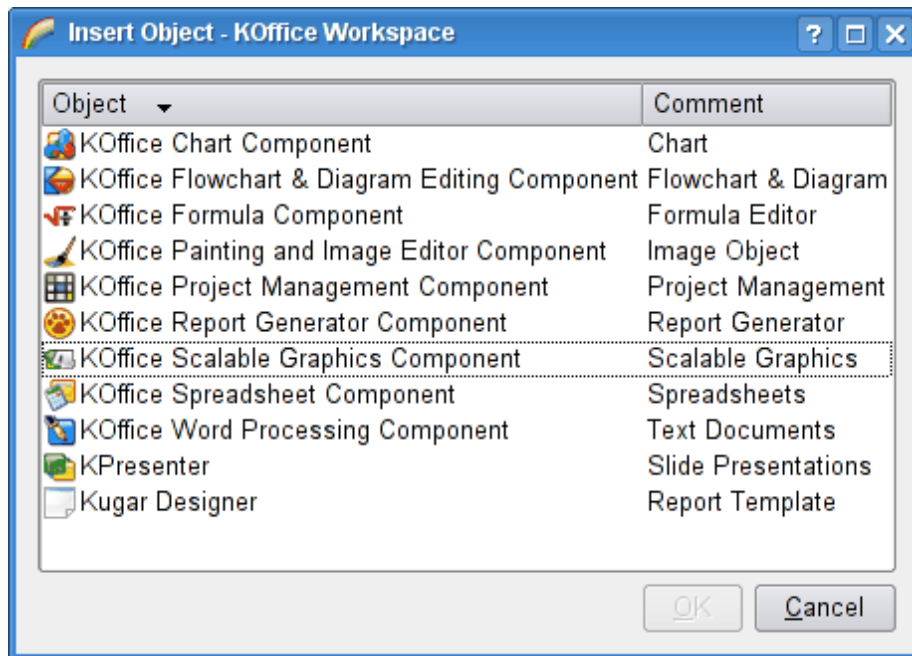
KOShell's Main View

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When a component is loaded, the component own menus are merged with the KOShell menus and the component toolbars are added on the workspace.

Each new component is opened in a new tab. Using the right mouse button on each tab title, you can save the document in that tab or close that tab. The small button on the right bottom with a red cross also allows you to close the current tab.

A special action common to all components is the File → New action in KOShell menubar. It opens the Insert Object dialog which starts the KOffice component as if it was a stand-alone application.



KOShell Insert Object dialog

Chapter 3

Command Reference

3.1 Menus and shortcut keys

3.1.1 The File Menu

File → **New (Ctrl+N)** Open the Insert Object dialog which lists all possible new documents you can open.

File → **Open... (Ctrl+O)** Open a supported document by choosing the corresponding KOffice application.

File → **Open Recent** Display a selection of recently saved documents you can open.

File → **Save (Ctrl+S)** Save the current document.

File → **Save As...** Save the current document with a name you provide.

File → **Reload** Reload the current document.

File → **Import...** Import a supported document.

File → **Export...** Export the current document.

File → **Mail...** Invokes KMail so you can email the file. The file is already attached to the email.

File → **Save All** Saves all open documents in KOffice Workspace.

File → **Print... (Ctrl+P)** Print the current document.

File → **Print Preview...** View the current document as it will be printed.

File → **Document Information** View or enter information about the current document and author.

File → **Close (Ctrl+W)** Close the current document but leave KOShell running.

File → **Quit (Ctrl+Q)** Quits KOShell.

3.1.2 The Settings Menu

Settings → **Hide/Show Toolbar** Toggle the Main Toolbar.

Settings → **Configure Shortcuts...** Configure the shortcuts.

Settings → **Configure Toolbars...** Configure the items you want to put in the toolbar.

3.1.3 The Help Menu

Help → **KOShell Handbook (F1)** Invokes the KDE Help system starting at the KOShell help pages. (this document).

Help → **What's This? (Shift+F1)** Changes the mouse cursor to a combination arrow and question mark. Clicking on items within KOShell will open a help window (if one exists for the particular item) explaining the item's function.

Help → **Report Bug...** Opens the Bug report dialog where you can report a bug or request a 'wishlist' feature.

Help → **About KOShell** This will display version and author information.

Help → **About KDE** This displays the KDE version and other basic information.

Chapter 4

Under The Hood

KOShell makes extensive use of several KDE key technologies, most notably KParts and DCOP.

The GUI integration of the components is done by plugins providing KParts versions of the applications. This only needs a thin additional layer on top of the already existing code of the stand-alone applications. Because they are based on the KParts component model, KOffice programs are designed to work very well with each other. Any KOffice component can be embedded in another KOffice document.

For communication between the components DCOP is used. This has the nice characteristic that it is completely transparent to whether the application is run stand-alone or embedded as KPart into KOShell.

Chapter 5

Credits and License

KOShell

Program copyright 2001-2005 The KOffice Workspace Team

Original authors:

- Sven Lüppken sven@kde.org
- Torben Weis weis@kde.org
- David Faure faure@kde.org

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Appendix A

Installation

A.1 How to obtain KOShell

KOShell is part of the KDE project <http://www.kde.org/> .

KOShell can be found in the koffice package on <ftp://ftp.kde.org/pub/kde/> , the main FTP site of the KDE project.

A.2 Requirements

KOShell is part of KOffice on [The KOShell home page](#) You must have KOffice installed. KOShell will not work without the rest of KOffice

A.3 Compilation and installation

In order to compile and install KOShell on your system, type the following in the base directory of the KOShell distribution:

```
% ./configure
% make
% make install
```

Since KOShell uses **autoconf** and **automake** you should have no trouble compiling it. Should you run into problems please report them to the KDE mailing lists.