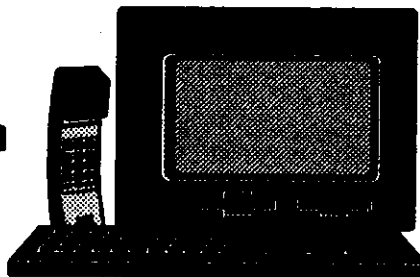
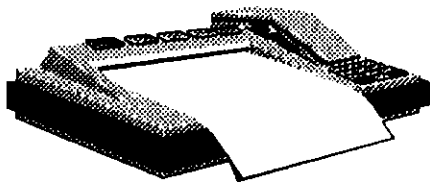


README.DOC

OCTOBER 1990 Journal of the Orange Coast IBM PC User Group VOL.6 NO.10



October General Meeting

The October 27th General Meeting promises to be a meeting that will interest all of us. It deals with both hardware and software, and opens up a whole new means of communicating with fellow computer users as well as those who don't yet own a PC, Fax machines, one of the few pieces of technology to gain major acceptance in the business community since the PC. Part copier, part printer, part modem and all working over the phone systems wide area network. The uses are many, from legal documents to junk mail. It seems that almost all of us have had some exposure to faxes, wether it was re-

ceiving faxes, or people saying "fax it to me." Now with the new fax boards for your computer, you can send and receive faxes right from your favorite program on your PC. Come see Intel show off their new entry in area of personal computing, the Satisfaxtion fax board. See how it works with major applications, the quality of its' faxes, and how it handles incoming faxes in the background; while you're busy working away at the keyboard. This is also the general meeting where we decide the future of OCIPUG through the election of officers and directors. Be sure to attend and to cast your vote.

David Carroll, Vice President

What's Inside

This month's README.DOC features some very good articles. Dick Lewis who has become a columnist for us has supplied us with another insightful article on the workings of memory and DOS. Jean Stevens, our Editor, who is away on another of her "worldwind" European tours, has left us an article on computer-based home businesses. Michael Springer supplies us with some practical strategies for making our creation of batch files easier. And Bob Ottke, our BBS Sysop has written more on using our BBS. I take time to mention all these contributors to make you aware of your fellow members who are taking the time to turn README.DOC into one of the best user group magazines in the country. For most of the past 15 months I've been concerned with the look and form of README.DOC, your fellow members have responded with a corresponding increase in the quality of the content. I think that is especially true of this issue. Remember we're all volunteers! Won't you help?

Stephen Burnside, Publisher

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of
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1. **UPLOAD** to the Bulletin Board indicating the format by extension, such as: ASCII.TXT, MSWord.WRD, WordPerfect.WP.

2. 5 1/4" DISK mailed to the Editor in time to meet the deadline.

DEADLINE FOR ALL SUBMISSIONS WILL ALWAYS BE MIDNIGHT ON THEBBS, SATURDAY FOLLOWING THE GENERAL MEETING.

General Meeting Report

Harv Haight

As a result of notices sent by Microsoft to local registered users, almost two hundred visitors helped pack the hall for OCIPUG's 67th General Meeting. At Microsoft's instigation, all who attended were eligible for approximately \$8,700 worth of raffle prizes.

After a welcome by President John Goodman, John Lunsford conducted the usual Random Access. Included were problems with upgrading AST AT-clones to 386SX, a discussion of Mylex upgrade boards, the desirability of hard-drive low-level reformat after shifting to vertical case mount, and the role of the "SYS REQ" key. Several members solicited answers from Microsoft regarding product support.

Thurman Wade and Tom Stolp chaired discussion of the Bylaw Revision package mailed to OCIPUG members. The four groups of changes were again explained: A, B, and C required only approval by the membership; D called for a choice among "as is," D1 (moderate revision), and D2 (major changes, as sponsored by Richard Sabin and others). Richard Sabin, David Carroll, and other members aired opinions on D revisions; finally, secret ballots were cast (ballot within sealed envelope, member verification on envelope).

John Goodman then introduced Geoffrey Wood of Lotus Development, who gave a detailed showing of the new Release 3.1 of Lotus 1-2-3. As a result of Impress technology, Lotus 3.1 is WYSIWYG, both in display and printout. Other startling features include full mouse support, Bitstream Fontware typefaces, graphic tools with a 224-color palette, and the 3D technology that Release 3.0 attempted with OS/2.

Quick-Graph and Graph Group ease presentation of data, and many new @-functions are available. Release 3.1 is fully compatible with Windows 3.0 and can utilize Enhanced Mode memory management. The program requires DOS 3.0 or better, a 286 or better microprocessor, a graphics adaptor card and monitor (Hercules, CGA, or better), 1 Megabyte of available RAM (i.e., 640 Kilobytes installed), and 5 Megabytes of available hard drive. Release 3.1 can read and write .WK1 files from Re-



leases 2.01 or 2.2, and can read Symphony files. Release 3.1 sells for \$585 list, with major concessions for updates from Releases 1.1 on.

Prior to a short break, John made a plea for help with Library functions; Bonny Ulanovsky still is ill. Following the break, SIG leaders and others announced changes and meeting news. John then introduced Brent Ethington, local Microsoft engineer, and Derek Whittle from Microsoft's home office. After Brent did the groundwork of explaining Windows 3.0 operation, Derek showed how Windows 3.0

can mesh programs such as Excel, Word for Windows, and others interactively to accomplish major tasks. 73 Tom Stolp then announced the results of the balloting: Groups A, B, and C were adopted with few dissents. Group D1 got 122 YES votes; Group D2 got 108 YES votes. In accordance with procedures formally mailed to each member of record, neither D1 nor D2 could be accepted. Affected sections of the previous Bylaws are thus unchanged.

Thurman Wade presented a list of suggested candidates for office. He accepted other nominations and seconds from the floor. At present, nominees are (President) Steve Burnside and Richard Sabin; (Vice-President) Robin Clark, Gregory Kishel, and Richard Villa; (Secretary) Linda Leydekkers (tentative); (Treasurer) George Mefford; (Directors = 4) Randy Boelsems, Jim Bonacci, Ginger Buck, Gene Carter, Ben LeGare, Bob Ottke, Reg Roberts, Stan Sabin, and Steve Silverwood. Thurman closed nominations: write-in's at the next meeting will not be counted; if Linda does not accept, the new Board will appoint another as Secretary. Prior to the October 27th meeting, at which members vote, README.DOC will print up to 200-word statements from nominees for President and Vice-President, and up to 100-word statements from other nominees. Statements will show pictures of nominees taken after the raffle drawing.

Using a modification of OCIPUG's randomized raffle drawing, raffle prizes were awarded on the basis of seat tag (or accepted alternate); all of the many goodies went fast. A list of winners is given elsewhere. We at OCIPUG appreciate the generosity of Microsoft, Lotus, and others - thank you!

Getting Out the Word Also, Some Thank Yous

John M. Goodman

I heard an interesting story recently. A woman was applying for a job at a local manufacturer. She was asked about her knowledge of PCs. She admitted having had a lot of trouble learning about them. "But," she said, "I found a wonderful place to learn all I need to know." "Oh?" her interviewer responded, "Where is that?" "The Orange Coast IBM PC User Group!" she proudly told him.

It pleases me to hear that our members have this opinion. They are right, of course. The sad thing is, too few people know it. We need to spread the word. Terry Carrier is doing a fine job as our Public Relations Chair. Robin Clark and her team of helpers on the Membership Committee give yeoman service. Still we need more.

Specifically, we need your help. Stop by the Membership desk in the lobby next time you come to a General Meeting. Pick up some flyers and post them at your work or at your favorite computer store.

Does your company have a newsletter? Why don't you write an article for them? Tell your fellow employees about us. Tell them the benefits you have found here and how we could be of help to others in your company.

The SIG space is shaping up nicely. Jim Pieratt has completed wiring for new, more flexible lighting. We will shortly be adding several light fixtures. Then we can control the illumination so you can see the speaker (and she can see her notes), plus you can take notes of your own, all without having the projected computer image washed out by excessive light.

Reg Roberts has completed the first phase of the cabinet work. He built a cabinet in which we can secure the

Bulletin Board System (using some material donated by Doug Campbell). Once the BBS is installed there we can start using the office for many more purposes.

Speaking of the BBS, did you know that Thurman Wade and Neil Carman donated modems? Thank you, Thurman and Neil, for your generosity and commitment to OCIPUG.

In closing, I want to remind you that this next meeting we will be voting on the proposed bylaw revisions. We also will be hearing from our Nominating Committee and accepting additional nominations for elected office in OCIPUG, from the floor.

I trust that when you read this you'll have already received your official OCIPUG bylaw revision packet. Please go over it carefully. Many of our members spent a lot of time honing the proposals. Sunny Lockie did the final big job of preparing the official packet for mailing. Now it is your turn. Inform yourself and express your opinion with your vote.

Don't be bashful. If you would like to learn a lot, and do a lot of good for others at the same time, consider becoming a candidate for Director or an elected Office. Contact Thurman Wade, Chairman of the Nominating Committee, or simply have a couple of your friends nominate you and second that nomination at the General Meeting.

I have greatly enjoyed my several years of service on the Board. Sometimes it was a nuisance or worse, but overall I have gotten a great deal of fulfillment from the opportunity to serve you. I think all the members of the Board would say something similar. Join us, please. ■

Commendations, Letters, and Changing Times

John M. Goodman

You may not have thought about it, but last month's general meeting was newsworthy in a very subtle way. We had speakers from Lotus and Microsoft and they shared the cost of renting the VGA projector that each of them used. (Sometimes even such simple cooperation eludes major organizations. Both Lotus and Microsoft are to be commended for "getting their acts together" enough to do so on this occasion.)

I get letters. One that I got this month from one of our members who recently moved to San Francisco seemed to be of general interest (and she gave permission for its publication). Look for Pat Cline's letter elsewhere in this issue.

We are in changing times, both internationally and locally. The local changes are not nearly as breath-taking nor likely to be of such long-range significance as those in Eastern Europe and the Middle East, but to those of us who care about OCIPUG they are worth our attention.

Last month we changed our bylaws. This month we elect new officers and directors. Actually one officer is getting a head start. Our Treasurer, Toni Massoth, has tendered her resignation and I have asked George Mefferd, the only nominee for Treasurer, to handle those duties starting immediately.

I want to thank Toni for her service to OCIPUG. She moved away from our area some time ago and has found it increasingly difficult to commute and also do what we needed. Now she is getting married. (As I write this she is on her

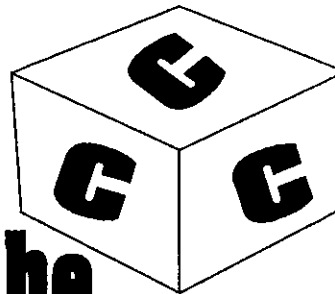
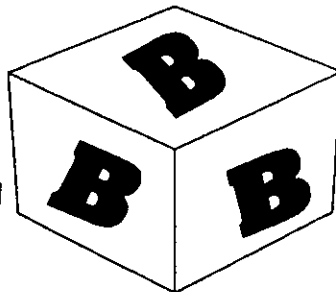
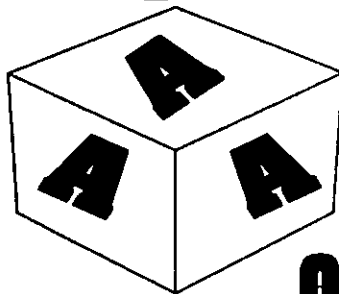
honeymoon.) We all wish her well with her new life.

At the last general meeting you indicated your approval of what the Rules Committee and your Board of Directors had done in adopting most of the proposed bylaw revisions. Sets A, B, and C were overwhelmingly approved. Since we did not adopt either of the proposed new bylaw sets regarding elections (what were called D1 and D2), this year's elections must be run in accordance with our past bylaws. That does not quite mean they will be run the same way they have been in past years, as we have found that some of those practices conflict with the bylaws. In particular we are going to be much more careful to have a secret ballot and we will be following the bylaw's method for nominations.

The nominees for Director and the various Officer posts are listed elsewhere in this issue. There will be no last minute nominations this time around. So study the nominees' statements. Talk to them and to your friends. Decide who you prefer and then come to the next meeting and vote.

It's your club. You get to choose who will run it your way. I hope you will be able to come this month and exercise your vote. See you there. ■

The



'S

of Using the BBS

Bob Ottke

You may have noted the vast increase in new files uploaded recently. Well, say "thanks" to a new member of the BBS Forum, Dick Gerber. Dick is our best source for all of the new stuff that appears on CompuServe. You can all help us by telling us what sort of programs you would really like to see on our BBS. There are so many available to us from so many sources that we can't possibly get them all. This is your Bulletin Board, and we want to give you what you want. Also, your uploads will be much appreciated by all.

For those of you who do not use the BBS, come aboard and download NEWBBUSR.DOC by Allan Roberts (we have two, so be sure that you congratulate the right one!) That is a brief manual for all of you who need a BBS confidence builder. It will be updated in the near future, but it is a good place to start right now.

ArcMaster, by John Newlin, has been one of my favorites for several years. It is an outstanding program that will make it easy for you to do many things with your compressed files (ARC, ZIP, LZH, etc.). If you use a shell of this sort, I suggest you keep this one available. It is on the BBS as AM462.ZIP.

But John Newlin has outdone himself! His latest masterpiece is ZipMaster, on the BBS as

ZM121.ZIP. ZipMaster does a lot of things that cannot be done by its predecessor. ZipMaster does just about anything that you would want to do to a ZIPped file. The program works very well with Vern Bueg's LIST program (LIST75E.ZIP) to allow you to look inside of the ZIP files without decompressing them. Read the docs before you bother with unzipping and installing — you may not even be interested in the program.

ZipMaster also works hand-in-hand with McAfee's Viruscan (SCANV66B.ZIP) to allow you to scan ZIP files for virus infection even before you unzip them. ZipMaster also allows you to move files (even across drives), or delete them. Neither of those functions was available in ArcMaster. The documentation is well written, clear, and shorter than you would expect for such a sophisticated, elegant program. If you have any doubts about the quality of shareware programs, I urge you to take a close look at Newlin's latest masterpiece. Registration is \$30, and worth every penny!

If you do any amount of downloading, FileTag (FTAG30.ZIP) is worth all of the time you will save by using it. It is loaded as a TSR from a batch file that also loads your communication program, is available during your

on-line session, then unloads itself when you exit your comm program. The documentation gives you all you need to know about the simple batch file. Use of FileTag with ProComm does not conflict with Windows. In operation, when you see a file list on a BBS, pressing (Ctrl-Alt) brings up the FileTag command line. Select (M)ark, and the screen changes color. You then scroll the hi-lite to the file to be downloaded, press (CR), and your file is marked. (Esc) will return you to the file list to scan other pages, and you may switch back and forth as often as you like, mark as many files as you like. You then return to the main screen, request download, go back into FileTag (Ctrl-Alt), press (D)ownload, followed by (L)ine. Presto!! Your downloads are under way. No more hustling about to write those cryptic filenames, then typing them incorrectly, and seeing "File not found." Yep! I'll bet it has happened to you more than once!

As with all this computer stuff, it all is a lot easier to do than it sounds when you read it. Why not plan to join us at the Modem SIG on Thursday, November 1st at the SIG space? If you are having a modem problem, or simply want to learn more about the fun of telecommunications, come around and help us to help you.

This is What OCIPUG is All About!

Dear John Goodman, SIG leaders, & OCIPUG members:

One of my favorite poems says "a friendship can be best seen from a distance." Having recently moved to the San Francisco area, I find the saying very true. Absence does make the heart grow fonder and I thought about writing an article about the wealthy environment of OCIPUG, but opted to share my feelings in letter form. When one is an OCIPUG member in the midst of multiple SIG activities, it is easy to take everything offered for granted. It is when one is removed from the OCIPUG environment that its true value becomes most evident, which is why I wished to provide some feedback to you, the Board, and club members.

I grew up "technologically speaking" as a member of OCIPUG, while attending college. The general meetings kept me updated on current technology in hardware and software. Everyone looked forward to the monthly raffle, but the real prizes of OCIPUG are the SIG leaders, and all participating members are winners.

My interests first began in the DTP SIG, and I found the "Bill and Richard show" not only fun, but a rare educational opportunity. Those SIG experiences alone were worth the annual OCIPUG membership dues.

The Beginners SIG, Hardware SIG, DOS SIG, and the Modem SIG quietly provided a solid educational foundation from the experts, (such as yourself, John, Terry Currier, and Richard Sabin) who knew the answers to technical questions and provided assistance to neophytes. Where else could one find such valuable resources for \$36 per year?

The CAD SIG then expanded to include the magic word "GRAPHICS", and I became a devout member of the CAD/Graphics SIG. David Carroll gave of his time and talents providing yet another rare opportunity for learning.

I then joined the WordPerfect SIG. In addition to the regular SIG meetings, special concentrated classes were offered through Jim Pieratt and Taoward Lee, where I learned how to set up macros, including a macro menu system which I am still using at the time of this writing. Jim did a special presentation of WordPerfect Office, a LAN system in a legal office which included E-Mail capabilities. I never really took this SIG too seriously, I was just there to learn more about this powerful software, and I didn't anticipate ever really needing the information for anything. The experiences in this SIG later provided me with the strongest foundation for my new job as a desktop publisher for a legal firm of 85 attorneys in San Francisco, which came as a surprise to me after 20 years in the medical profession.

My new job in Systems & Technology began in July of this year. The first project was moving the entire company from one building to another. I helped move 230 computer systems ... and I loved every minute of it. We communicate daily using a WordPerfect E-mail system, and it's wonderful. They decided to let me pick out the system I desired, so for one month, I had no system of my own. This meant I had to immediately start producing DTP projects using ... WordPerfect. Thanks to Jim and Taoward, I survived until PageMaker and my own system arrived. My new DTP system wasn't my exact wish list, but for the technical-minded, here's what I ended up with:

Hardware:

CIS/AT 386, 33mhz, 4MB RAM, 80mb HD
VGA color monitor, and a Microsoft Mouse
HPLJIII with PostScript Cartridge

Software:

DOS 4.01, Windows 3.0, PageMaker, Corel Draw, WordPerfect,
Quattro Pro, and Arts & Letters Graphics Editor

2nd system:

CIS/AT 386, Mono monitor, Kyocera Laser Printer
Paradox, WordPerfect Office E-Mail LAN

Not too shabby for a new kid on the block. But as I look at the various aspects of my DTP job and my computer systems, I realize what an important professional role OCIPUG SIG's played overall in preparing me for this career change.

LETTERS CONTINUED

Recently, I was installing a second hard disk in my home personal computer, and even 400 miles away, OCIPUG and John Goodman, helped to solve a problem. I was ready to take the hard disk back declaring it defective, because it wouldn't format. I took your advice, John, and tried formatting it in the "C" drive position, and it had no problems which indicated the problem was not the hard disk. I carefully reviewed all the cable set ups again, and found the narrow ribbon cable that goes from the controller card to the hard disk had a very faint, almost invisible, red line along the edge that I hadn't noticed before. The plug end for the controller card could be inserted either direction, so I reversed the plug and tried formatting the disk again in the new position as the second hard disk. It not only worked, but it formatted with zero bad bytes/sectors. I learned an incredible amount by having to do it myself, and found that the fear of "touching" the insides of a computer had vanished. This, too, was a direct result of the OCIPUG environment. I don't know how long I sat there with a grin on my face, but thank you again, John, for sharing your expertise and suggestions.

As you can see, OCIPUG has played an important part in my life, and my new profession. I especially want to thank all of the SIG leaders for the time spent putting SIG's together for the enjoyment and education of others. Your professional dedication provides an abundance of expertise to participating members, whom I hope realize how lucky they are to be in the wealth of the OCIPUG environment. You helped me become what I want to be, and you will always have a special place in my life, and I think of you all particularly on Saturdays when I sip my coffee from a Bert Langer OCIPUG coffee mug.

Take care, and keep up the good work. Please let me know if there's anything I can do for OCIPUG from northern California. If any of you ever come to "the big city" I'll give you a tour of our Systems & Technology Department. I look forward to seeing you at an occasional general meeting when I am in southern California.

Respectfully,

Pat Cline
A northern California OCIPUG member

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Little Gray Cells

Dick Lewis

Hercule Poirot has lots of them, and clever little rascals they are. Our PCs have substantially fewer memory cells, but they come in more colors: 'expanded,' 'extended,' 'conventional,' and the elusive 'high memory' area. Moreover, some of them overlap (high memory is the first 65,520 bytes of extended memory, which starts at megabyte one). And expanded memory is a creature with no fixed address of its own; in most systems, individual 64K pieces of it are swapped in and out of a 'page frame.' This is okay for storing data, but using it to hold programs is dicey.

What remains of the original spectrum is conventional memory (the bottom 640K), extended memory (starting at megabyte one), plus a 384K-block in between. DOS, ANSI.SYS, et al, typically use some 15 per cent of conventional memory; our programs get what's left. The piece in the middle is largely consumed by the video display memory and portions of the ROM BIOS. But there are often unused snippets which a trick memory manager (e.g., QEMM) can consolidate; if we're lucky, some programs can be moved out of the lower 640K into this 'recovered' area.

Now we've reached the PC equivalent of the Khyber Pass. What looms before us is the virtually endless horizon of extended memory. Unfortunately it does little else but loom. Unless, that is, we have at least a 286 processor and some (or even lots) of additional software. When the 286 came along, the segmented addressing of its predecessors was kept and christened 'real' mode, but otherwise unchanged. And something completely different (and a bit

Monty Python-esque) was added: 'protected' mode. In real mode, physical addresses are calculated by a formula: the segment is multiplied by 16, which shifts it one hexadecimal place to the left; then the offset is added. For example, the segment:offset address 1000:2345 becomes physical address 12345. Given its 20-bit physical address limitation, real mode can only address 2^{20} bytes, aka one megabyte. In hexadecimal terms, the segment: offset equivalent is F000:FFFF. (Engaging in high memory jiggery-pokery legitimizes FFFF:FFFF; by the above formula, the equivalent physical address is $FFFF0 + FFFF$ or $1FFFFE$ — a net gain of FFF0 or 65,520 bytes.)

In protected mode, however, segments aren't used to calculate physical addresses; instead they refer to entries in what are called 'descriptor tables' (of which, naturally, there are

physical address.

What extends the addressing range of the 286 in protected mode is the size of the base field in the descriptor: 24 bits. This permits addresses of up to 16 megabytes ($2^{24} - 1$), to which the 286 can add a maximum offset of 64K. When the 386 came along, the horizon was extended even further. The upper limit on segment size became 4096 megabytes (4G!); 32-bit base addresses and offsets came to pass as well. Ergo, a single 386 segment can begin at physical address zero and span the entire 4-gigabyte address space. For the record: The 386 also spawned something called 'virtual 86' mode, but it limits programs to a 1-MB address space.

The good news is that protected mode does in fact provide access to all the memory a PC can hold; the bad news is that DOS runs only in real mode. When it wants to access



several types). When the processor sees a segmented address of, say, 0008:1234, it goes to the appropriate table and fetches item 8 (or 0008). That item (which Intel calls a 'segment descriptor') contains, among a host of other particulars, the 'base' address of a given memory region. To that base, the CPU adds 1234 (the offset in our example), which gives the

some memory location, DOS specifies the address in real mode segment:offset form. But if the CPU is running in protected mode, it will interpret that segment value as an index into a descriptor table. DOS isn't in the business of creating descriptor tables, and even if it

CONTINUED NEXT PAGE

were, the kind of table it would need couldn't be generated - by DOS or any other program. And why not? Because the table must be created before it can be accessed, and the creating entity would have to provide a table entry for every possible segment value that DOS might define. But descriptor tables are limited to 8092 entries - not enough to cover the waterfront.

The solution? Ray Duncan, general editor of *MS-DOS Encyclopedia* and author of *Advanced MS-DOS Programming* (both from Microsoft Press), has something up his sleeve. He's also a regular contributor to *PC Magazine*. In the October 15 issue, Duncan tackles the issue head-on: "There's a huge, pent-up demand for a clearly superior, upward-compatible successor to DOS." (I'll drink to that!) After a riveting and critical evaluation of DOS, UNIX and OS/2, Duncan concludes as follows: "In short, so far as I am concerned, the proper successor to DOS is not yet in evidence. On one hand we have gargantuan, multitasking operating systems that include everything imaginable but the kitchen sink and are massive overkill for normal desktop computing tasks. And on the other hand we have what are fundamentally 16-bit systems that can't take full advantage of the 386 and 486 processors and can only host 32-bit applications by means of DOS Extenders and other kludges."

Duncan promises to give us his designs in the next issue of *PC Magazine*, and describe how Microsoft could put them together. Stay tuned! ■

HINTS FOR THE NEWCOMER

Harv Haight

Here are some hints that may make it easier for a newcomer to work with public domain disks or those without documentation.

If you're positive the disk has no virus, key in DIR/P. A screenful of filenames and extensions will appear. A filename is the group of up to eight characters to the left of the period. The file extension is the group of up to three characters to the right of the period. A generic reference to a file is FILENAME.EXT.

First rule for new users is that any file with the extension .COM or .EXE is a ready-to-run "program." All you need do is key in whatever is to the left of the "dot" or period. Usually an "executable" program requires one or more "arguments" or modifiers to do its stuff. Thus, if you simply key in the filename, you often will see a documentation screen that gives you sample commands and tells you what all your options are.

The next most important filename extension is .DOC, which is short for "documentation." Sometimes the extension .TXT, for "text," is used instead of .DOC. Whenever you see either .DOC or .TXT, you can be sure that the file is a text file that can be displayed on the screen or dumped to the printer (although it may have characters unfamiliar to you). A .DOC file usually contains instructions on how to use a program, and possibly lists rights and privileges you get when you send in a requested registration fee.

Files with names like READ.ME, FILENAME.HST



("history"), FILENAME.ASM ("assembly language"), or FILENAME.BAS ("basic program") often are text files. The first two types are short and tell you details about a program. The last two types, as well as files ending in .C or .PAS, are computer codes and must be assembled, compiled, or interpreted before they can be run. An experienced programmer can customize such files. FILENAME.BAT ("batch") files are text files that contain a sequence of DOS or other commands which are executed one after another.

If you have in a given directory FILENAME.COM, FILENAME.EXE, and FILENAME.BAT, the FILENAME.COM will run and the other two will be ignored. If only FILENAME.EXE and FILENAME.BAT are present, only FILENAME.EXE will run and FILENAME.BAT will be ignored. You may have to rename a file to avoid these priorities.

If you don't know what a file is for, key in TYPE FILENAME.EXT. The screen may show only gibberish, but no harm will be done to the computer and a "lockup" can be overcome by simultaneous key in of CTRL-ALT-DEL. ■

IF MY PC LIVES WITH ME, CAN I CLAIM IT AS A DEDUCTION?

Jean Stevens

The trend toward people setting up computer-based businesses at home continues to grow. The opportunities are good and getting better all the time.

Large corporations continue to invest heavily in computers as a way of enhancing productivity. Hence, someone will have to set up and run this equipment, which will require more technology consultants, a rapidly growing home-based business. Also, the increasing use of computers has led to a proliferation of information stored in databases; again, someone has to manage and help make sense of this information if it is to become a valuable resource. Finally, with the vast majority of adults working and strapped for time, a whole range of personal and domestic services are made available to them through computer-based home businesses.

Here's a brief list of some that offer opportunity now and for the future:

1. Database Management and Analysis: There are tons of available data to sift through and manage; everything from mailing lists to export markets. Opportunities are there for those individuals with computers who can sort through the data, and sell database information to a variety of companies. Others can amass their own databases and sell them to large product-marketing companies.

2. Desktop Publishing: There is a wealth of opportunity in this area. Among the home-based businesses that desktop publishing has spawned are newsletter publication, graphic design, book publishing, and advertising

or public relations agencies. To become full service, all you need is a computer, a fax machine, a small photo-copier, a scanner, and a laser printer and you're in business.

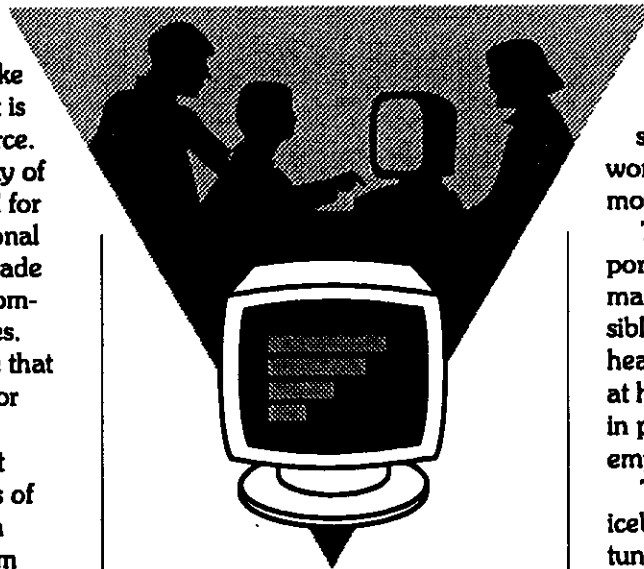
3. General Business Services: A person with a computer, operating from home, can provide many business services, such as accounting, marketing, and tax preparation. Many small businesses that have no full time clerical staff will depend on

households where both adults work, they just don't have enough time to do the things they really want to do. They are willing to make a trade-off. Money for time, by hiring others to do things for them. A few successful personal service businesses are housecleaning, baby-sitting, shopping, and catering.

6. Consultants: The proliferation of new technology has created a vast number of markets for consultants. As the number of computers in the workplace increases, the need for consultants will also increase. There will be a need for service, support, and training as the world of computers becomes more and more complicated.

7. Employee Leasing: Corporations are farming out as many business services as possible, in an effort to reduce overhead. An entrepreneur working at home can be just as effective in providing these services as an employee of a large company.

This is just the tip of the iceberg. Many more opportunities exist for the entrepreneur who is willing to give up the commute, the stress, and the structured environment of a business setting, to just sit home and happily pound away at his computer (not to mention the tax breaks). It's worth looking into! ■



these independent contractors for a wide range of business services.

4. Metrics: The United States is the only country still using inch/pounds; however, September 1992 is the starting date for total conversion to the metric system. Businesses will need people to write software to aid in the conversion, and planners to help them decide when and how to convert from English units.

5. Personal Services: In

BBS **3RD TUE**
 SIG Leader: Bob Ottke 714/759-1515
Monthly work party on the BBS. Meet in office area of SIG SPACE.

CAD/GRAPHICS **2ND THU**
 SIG Leader: David Carroll 714/775-3130
 Designated Guru: Dave Lorenzini 714/751-9262

This SIG covers hardware and software products in both computer aided design and graphics. **At the November meeting we will discuss multimedia for the PC, including ASK-ME 2000, a multimedia authoring system.**

COREL DRAW/VENTURA **3RD THU**
 SIG Leader: Steve Burnside 714/758-8957
 Asst. SIG Leader: Sunny Lockie 714/644-0103

This SIG will cover intermediate and advanced topics relating to both *Ventura Publisher* and *Corel DRAW!* **At the November meeting we will be discussing both *Ventura Publisher 3.0* and *Corel Draw!* Please come with your questions. Meeting Start at 6:30 PM.**

Computer City/Graphix Zone, 7901 Garden Grove Blvd., Garden Grove

DATABASE **2ND TUE**
 SIG Leader: Bob Schmiedeke 714/536-1178

This SIG discusses various database programs, specializing in *dBASE*. **At the November meeting, a representative from Ashton-Tate will be demonstrating and discussing the new *dBase IV 1.1*. Several products will be raffled!**

DATAEASE **3RD TUE**
 Co-SIG Leader: Bill Ulrich 714/721-1371
 Co-SIG Leader: Dick Barker 714/639-2865

This SIG covers *DataEase*, a 4th generation application development language. **Check the HOT-LINE for the topic for November.**

DESKTOP PUB./WINDOWS 3 **1ST WED**
 SIG Leader: Richard Villa 714/841-6991
 Asst. SIG Leader: Steve Burnside 714/758-8957

This SIG covers software for the new *Microsoft Windows 3.0* during the first half, and specializes in *Page-Maker* and other advanced topics in the last half. **In November will have a presentation of *Legend*, a word processing program for *Windows 3.0*.**

DOS and LANGUAGES **1ST SAT**
 SIG Leader: Cyrus Askari 714/960-1523
 Designated Guru: John Goodman 714/895-3195

Come to this group to learn more about how your PC works and how to get it to do what you want. This SIG is about the program you use everyday: *DOS*. Also about languages (e.g. *BASIC*) & other system issues. **Check the HOT-LINE for November's topic.**

GENEALOGY **3RD MON**
 SIG Leader: Stan Sabin 714/968-7307

For beginners to experts. If you know a little about Genealogy or alot this SIG is for you. **Part 1 - Using your computer to convert names and dates into YOUR family history. Part 2 - Tips and tricks with P.A.F.** Everyone welcome!

HARDWARE **4TH THU**
 SIG Leader: Bob Basaraba 714/733-3310

This SIG is one of the most popular, judging by the strong attendance. **There will be no November meeting because of the Thanksgiving holiday. See you in December!**

INVESTORS **3RD WED**
 SIG Leader: Dan Jacobs 714/675-5895
 Designated Guru: Joe Farber 714/642-6993

Explore the world of computer-aided investing. **The November meeting a demonstration of *Fundmaster*, a mutual fund and stock analysis program.**

MODEM **1ST THU**
 SIG Leader: Rich Sabin 714/968-3539

Reach out and access the whole world of information through telecommunications. **Check the HOT-LINE for the topic for November. Come and random access with us.**

NEW USER/NEW MEMBER **1ST SAT**
 SIG Leader: John Lunsford 714/995-0947

This is the best SIG to attend first. The meetings run on a 4-month cycle and this month is number **THREE** in the cycle. You may start at any point in the cycle.

ATTEND A SIG MEETING THIS MONTH - FIND OUT WHAT'S HOT!

OS/2**2ND SAT**

SIG Leader: Dave Lorenzini 714/751-9262

Come learn about what OS/2 is all about and what this new operating system can do for you. **Check the HOT-LINE for November's topic.**

PERSONAL FINANCE**4TH TUE**

SIG Leader: Max Lockie 714/644-0103

This SIG discusses the various financial packages for the PC. **At the November meeting we will discuss business applications for Quicken 4.**

Q & A**4TH WED**

SIG Leader: Terry Currier 714/774-2018

Come and learn about this popular database and word processing program. **Check the HOT-LINE for November's topic.**

REAL ESTATE**LAST TUE**

Contact Person: Kent Pierce 714/536-0271

Contact Person: Tom Sutro 714/754-7045

Jointly sponsored by OCIPUG and several local Boards of Realtors, this is one of our largest SIG's. **Check the HOT-LINE for the topic of the month. (Coffee at 7:30 AM)**

Newport Harbor - Costa Mesa Board of Realtors Boardatorium, 401 North Newport Blvd., Newport Beach.

SHAREWARE**2ND SAT**

SIG Leader: Bonnie Ulanovsky 714/646-5230

The Shareware SIG will NOT meet for this month. See you in the fall.

IMPORTANT TELEPHONE NUMBERS

Public Bulletin Board (BBS) - 714/843-0388

Private Line - 714/843-9248

(Members may access and download files and messages from either line)

Hot-Line-For latest information on meetings and events - 714/843-2048

SPREADSHEET**1ST TUE**

SIG Leader: John Alesi 714/770-1130

Designated Guru: Neil Carman 714/964-1901

This group covers Lotus 123 and other popular spreadsheet programs, including shareware products, for both beginners and advanced users. **At the November meeting we will learn how to write and edit formulas & compound formulas.**

WORD**4TH MON**

SIG Leader: Winston Jewson 714/544-4330

Microsoft Contact: Dave Lorenzini 714/751-9262

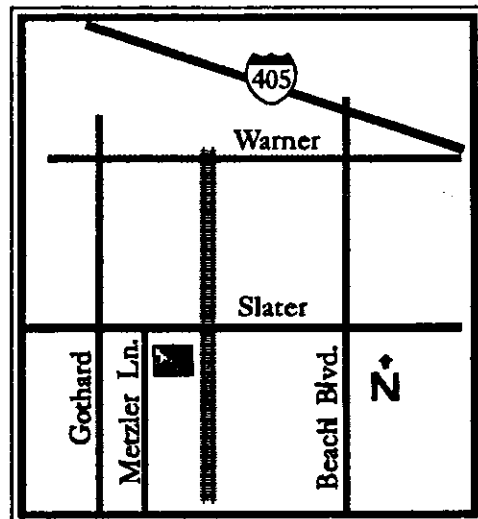
Microsoft Word 5.0 is a powerful and popular word processing package. **At the November meeting we will show the many practical uses of employing Word's hidden text, another power tool!**

WORDPERFECT**2ND MON**

SIG Leader: Susan Novak 213/594-4144

Contact Person: Ben Swanson 213/865-4555

Come and learn about this popular word processing package. **We will NOT meet in November - See you in December!**

SIG SPACE

**17632 Metzler Lane, Suite 211
Huntington Beach**

WANT TO START A SIG? CONTACT THURMAN WADE AT 846-6067

Saturday October 27th, 1990 - 9:00 AM to Noon

**GENERAL
MEETING**

Intel's Satisfaxion

Demonstration of their new FAX/Modem board

➔ 8:40 to 9:00 AM - Random Access!

**MEETING
LOCATIONS**

**Orange Coast
College**

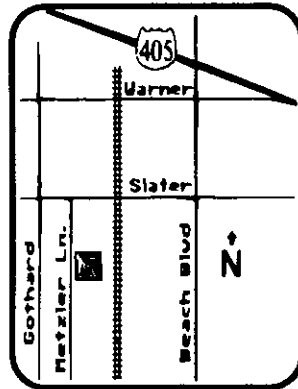
Costa Mesa

2701 Fairview Rd.

General Meeting:

Science Hall (next to
Chemistry Bldg.)

Parking in campus lots
available off Adams or
Merrimac.



SIG Space

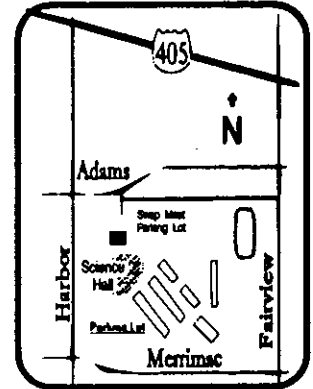
Huntington Beach

17632 Metzler
Lane, Suite 211

SIG Meetings:

Take elevator to 2nd
floor.

Parking in lot or on
street



**MEMBERSHIP
INFORMATION**

Orange Coast IBM PC User Group (OCIPUG) was formed in 1985, and has become one of the largest and most respected User Groups in the country.

OCIPUG, a non-profit corporation, is an all-volunteer organization which provides PC enthusiasts with an opportunity to gain knowledge and gives assistance to those who need it.

Membership includes:

- ✓ subscription to README.DOC, the monthly newsletter published by OCIPUG
- ✓ discounts on Public Domain, Shareware and User Supported software
- ✓ access to the OCIPUG RBBS private telephone line
- ✓ eligibility for monthly raffle at General Meeting
- ✓ free copies of software and publications

If you would like to become an OCIPUG member please call 714/843-2048 and request an application for membership, or write: **OCIPUG, PO Box 6100-211, Costa Mesa, CA 92628-6100.**

OCIPUG SIG GUIDE camera ready copy produced with: *Microsoft Windows 3.0, Aldus PageMaker & Corel DRAW!* using an *HP LaserJet III* with Pacific Data Product's *PacificPage 4.0* PostScript-compatible cartridge. Graphic illustrations by Richard Villa & Steve Burnside.

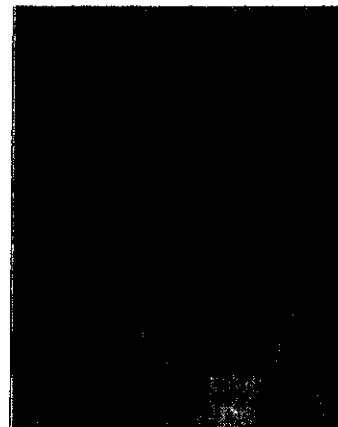
SIG Committee Chairman: Thurman Wade - 714/846-6067

Keeper of the Calendar: Richard Villa - 714/841-6991 - Deadline for December Calendar: Nov. 2nd.

STEVE BURNSIDE

I want to be President of OCIPUG. Publishing *README.DOC* has given me an up-close look at the problems and strengths of our club. I'd like to take care of those problems and build on the strengths. Our membership has declined and, although the rate has certainly slowed, we need to turn it around. Our treasury has declined and as *README.DOC* publisher, I know a big cause was the cost of printing *README.DOC*. Harv Haight and I have taken steps to generate new advertising revenues and hope to see *README.DOC* become self supporting. Another drain on the treasury has been rent on the SIG space. Richard Villa and I have discussed utilizing the SIG space during the daytime in order to raise money for the club.

Finally, there has been too much friction and factionalism in the club which, though not uncommon, has hindered us in pursuit of our goals of learning about and enjoying the use of personal computers. I would like to foster a revitalization of our club and a period of healing and growth. I ask that you vote for me as President and I promise to work hard to rebuild our OCIPUG.

**RICHARD SABIN**

Member #47

Engineer for Steelcase Inc., Computer Consultant



As president my goals will be:

To install quality furniture at the Sig Location, increase BBS service to local and remote members by adding additional lines into the BBS, install a new computer and overhead display in the Sig Location, and complete the installation of the club office.

To provide quality speakers and quality SIG's, fantastic raffles, organize more social activities (parties, pizza and fun!), seek more member participation, host special guest speakers and events, and organize a club library with shareware, software, magazines, and books for our members to use and evaluate.

And most importantly, to solicit your suggestions, your assistance, and the support of the Board Members in making this the best User Group on the West Coast.

In the past you have allowed me to serve you as BBS Sysop and Guru, Modem Sig Coordinator, Program Committee Member, Speaker at several general meetings, and as Secretary and Director on the Board of Directors

I ask you now to support me in continuing my service to YOU and OCIPUG.

Thank you.

ROBIN CLARK

(The following is an interview between Bill Gates and Robin Clark).

Gates: Robin, why do you want to be V.P. of OCIPUG?

Clark: I've always believed that volunteer work is very important.

Gates: Let's cut the bull and get to the real reasons.

Clark: Okay, Bill, it's the prestige, the honor, and the glory.

Gates: What glory?

Clark: None, really. But it IS a chance to give back to a group that gives a lot.

Gates: You've been a member for a long time--what have you done for OCIPUG?

Clark: I've served as Director and Membership Chairwoman, written numerous articles and cartoons for the *README.DOC*, and even sold library disks.

Gates: And you think you're qualified to be the V.P.?

Clark: Absolutely. We need someone who can get things done, because there's so much to do. We've slowed the decline in membership--now we need to turn it around completely and make our membership grow. And we desperately need equipment for the SIG Space, and more classes--

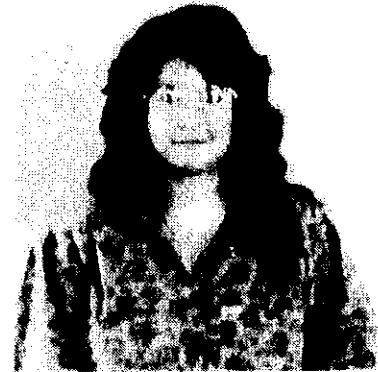
Gates: Sounds like a speech.

Clark: Sorry.

Gates: What's your campaign slogan?

Clark: A vote for me is a vote for me.

Gates: Hmmmm...



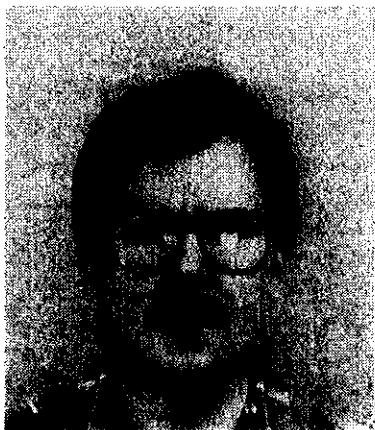
RICHARD VILLA

Two years ago you trusted your faith in me and elected me as a Director of OCIPUG. I now ask you again to support me for Vice President. I have been a member since 1986 and Desktop Publishing SIG leader since January 1987. I have been the "Keeper of the Calendar" and publisher of our newsletter's *SIG GUIDE* for the past two years.

I am the only candidate to have been previously ELECTED by the membership to the Board of Directors.

As Vice President, I will continue to lead our club in serving both the membership and the computing community. As a past president and vice-president of non-profit organizations, I feel I have the skills to lead our club, turn around our declining membership, and assist in balancing our budget. With your help, we can continue to make OCIPUG one of the Top 10 user groups in the country.

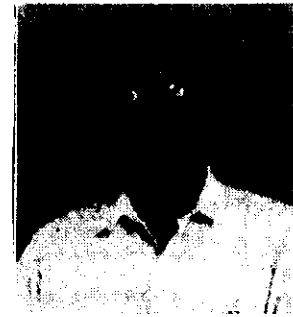
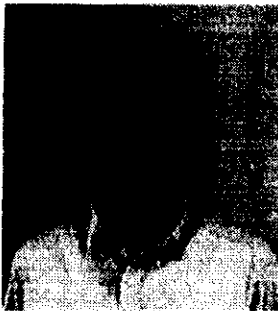
Remember the two V's - V for Villa - V for Vice President



GREGORY KISHEL

RANDY BOELSEMS

Thank you for nominating me for the post of Director of OCIPUG. I have been a member since 1988 and have participated in various SIGs. I support OCIPUG through advertising in README.DOC and through OCIPUG Business Sponsorship. I am pleased to have the opportunity to continue to support OCIPUG by being a Director. I am not a computer expert, but I am intimately familiar with most personal computer products through the experience gained providing computers and peripherals to our rental customers. If you want to get something done, give it to a busy person...I am a busy person.

**JIM BONACCI**

Hi, my name is Jim Bonacci (Bo-nah-chi). I work with computers, consulting in Desktop Publishing and dBASE programming.

I've enjoyed the benefits of membership in this club for two years, and I am still amazed at the many professional and non-professional members who give so generously of their time, energy and talent to make this club function.

If you elect me as one of your board members I will do what I can to help OCIPUG continue to make meaningful contributions to the membership and the P.C. community in Orange County and wherever possible help us to improve even further.

GENE CARTER

I would like to thank the Nominating Committee for considering me along with many other very qualified members for the Candidacy for the Board of Directors.

I am also thanking Linda Leydekkers for writing a very complimentary "article" on me and my family for the November 1988 issue of the README.DOC (Member Spotlight).

If elected to the Board of Directors. I would work very actively in the day-to-day decisions of the Club.

I will also work to get more to qualified members involved in teaching more (applications) courses at Orange Coast College, especially Word Processing, Database and Spreadsheet applications.

**BEN LEGARE**

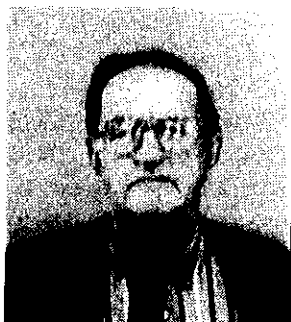
Ben LeGare is a 4 year member of OCIPUG, who by day is the Manager of Technical Support for Goal Systems, a software manufacturer for IBM mainframes, and by night the proprietor of WORD-tek, a PC & Network sales and consulting business. Service and support have been my life for over the last 15 years, so this directors position should come as a natural extension of my work. I may not be as flamboyant as Steve Gibson as articulate as John Goodman but I understand people and the IBM PC in great detail and hope you consider me for director.

BOB OTTKE

First, our warmest thanks to John Goodman and his team for their efforts during this year. They have been faced with some big challenges, and have met them competently and efficiently.

If you choose to elect me to the Board of Directors, I will devote time and effort to the jobs that present themselves, and will support the interests of the general membership in every way possible.

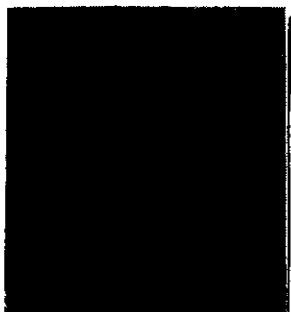
Steve Burnside and Richard Sabin are both outstanding, dedicated candidates for the position of President. The same can be said for the Vice President candidates. This year, you cannot go wrong! Isn't that nice??

**REG ROBERTS**

My name was put up for director. I am willing to serve in any way that I can. My background has been a farmer for the most part of my life; I've been into computers for about 3 years. I am retired and want to keep busy; I do travel a lot but only for short trips. I am also a willing learner, maybe on the slow side, according to Basaraba. Reg Roberts

STAN SABIN

While serving as your President in 1986-88, our club grew from under 300 to over 1000 in membership. Working as a team we increased Special Interest Groups from about 5 to over 15 and acquired most of our present club equipment. You helped us achieve every goal as we all worked as a team. I would appreciate the opportunity to serve you again as a director, working to further improve our club and make it even better serve your needs and opportunities. Let's share our talents, learn and have fun doing it! Please vote for Stan.

**STEVE SILVERWOOD**

My name is Steve Silverwood, and I'm running for the OCIPUG Board of Directors this term. I've been working with PC-compatible and other systems since 1980, and am presently in Support Services with Ashton-Tate as the company's BBS sysop. I'm also a ham radio operator, callsign KB6QJS. If elected, my goals would be to increase overall participation in the SIGs and on the BBS.

(No fancy campaign promises -- we get enough of that with this being an election year!)

SIG REPORTS

DOS SIG - 9/1/90

Audrey Wolden



Random access discussion topics:

High Density (HD) vs Double Density (DD) 5-1/4 inch Disks - HD disks have 80 tracks per side at a spacing of 96 tracks per inch (tpi). The magnetic material on the disk requires a strong magnetic field at the disk drive head to make magnetic marks. DD disks have 40 tracks per side at 48 tpi. The magnetic material only requires a medium strength magnetic field to make magnetic marks. 360K (DD) disk drives are not designed nor guaranteed to produce enough magnetism to work with HD disks.

You can format a DD disk in a 1.2MB (HD) drive by telling the drive to put only 9 sectors on a track and to skip every other track, thus producing the equivalent of 48 tpi. However, the tracks are one half the normal width.

Can you use a 360K drive to read a 360K disk that has been prepared by a 1.2MB drive? Maybe! It depends on many things, particularly mechanical tolerances. The disk should be a new, blank disk. If you format a used disk, there may be remnants of old magnetic marks. There are bulk erasers that you can use to demagnetize disks.

Why might you get into trouble using a DD disk in both a 1.2MB drive and 360K drive? The 1.2MB drive writes 'narrow' tracks, the 360K drive writes 'wide' tracks. A wide track written over a narrow track is probably readable by either drive. A narrow track written over a wide track leaves some of the wide track unchanged. The resulting 'sloppy' track might be readable in the 1.2MB drive, but might confuse the 360K drive.

How should one deal with "Abort Retry Fail" in DOS 3.3 (Earlier DOS versions used "Ignore" instead of "Fail.")? Press "abort" first, then "fail." If DOS sees that the current drive is no longer valid it allows you to specify a drive. Be careful when using "retry," particularly if a floppy disk drive is involved and the disk has been changed. DOS may use the directory info from the first disk as if it is the info for the second disk.

The main topic of the SIG was batch files, presented by Mike Springer.

Batch files perform, in essence automatically, what you could otherwise do from the keyboard. Batch files can automate commands; you can have hundreds of things done automatically. Once a batch file is debugged, you don't need to worry about typos.

The COPY command can be used to create simple batch files, but a text editor with full screen

editing is more versatile. Mike demonstrated the use of both.

Typical uses of batch files are to get application programs running and to make very simple menus. But batch files can do some special things. For example, one cannot make a change to the PATH from the keyboard without typing the whole thing over. A batch file can easily manipulate the PATH statement, changing it in some manner and even restoring it.

You should understand what you want to accomplish before you start writing a batch file. You should include notes within a batch file so you know what you are doing and how to use the program (how to use the file). ■

WORD SIG REPORT

Winston E. Jewson



FROM THE GUYS WITH: THE WORD

The WORD SIG's last meeting delved into details about Printer Drivers (PRDs) and how they work. The PRD files contain info telling WORD what the printer can do and how to instruct the printer to do it. Some of the subjects discussed were:

- a. Differences and characteristics of POINTS and PITCH and how they are used.
- b. How to make easy changes to printers so that desired fonts may be used.
- c. How to combine fonts from different PRD files that support the same printer. Merging PRD files into a new PRD file enables one to have immediate availability of fonts scattered among several PRDs by custom-making (using MergePRD) a new PRD.
Example: (1) Merging cartridge or softfont HELV/TMS ROMAN fonts of one PRD with, say, GOTHIC fonts contained in another PRD into a custom-made PRD, or (2) Merging PC LINE (line drawing) character set into your favorite PRD so you can use WORD's linedrawing feature if this character set is not otherwise available.

d. Hands-on use of the FORMAT revision Marks submenu command that is so effectively used in manuscript revision (redlining). Using this procedure, WORD shows all insertions and deletions in an easy-to-see notation. WORD even places a vertical bar in the margin text where any alteration is proposed.

Be you a beginner, intermediate, or advanced WORD-user, bring your questions, and/or your expertise, to the WORD SIG that meets on the 4th Monday of every month. Our mission is to have each one attending learn something new at each session so his use of WORD is more effective. ■

SIG REPORTS

HARDWARE SIG

Preston Hill



At the 27 September 1990 Hardware SIG meeting, Bob Basaraba introduced digital circuitry and microprocessor design concepts to about a dozen OCIPUG members and guests. Bob explained the concepts and functions of a "simple" 16-bit microprocessor that he has designed.

In a computer, "gates" are akin to the faucets or electrical wall switches controlling the flow of water or electricity in your home. "Gates" consist of arrangements of transistors and other electronic elements. Gates are combined in complex arrangements with other electronic elements to make the "chips" (small black boxes) seen on the circuit boards inside your computer.

The power supply in a computer provides a constant source of controlled electricity at, normally, 12 volts for motor drives and the like, and 5 volts for performing the computing operations. Gates are used to allow a 5 volt pulse (a "1" bit), to be passed to some location in the computer, or to allow the "absence" of 5 volts (a "0" bit) to be passed along to other parts of the computer, at a predetermined "interval." All this is done with the aid of one or more clock "chip(s)" or "device(s)."

A "zero wait state" system makes the results of a previous operation available for the next operation at the next "interval." A "one wait state" system requires the next operation to wait for the second pulse interval before it can receive the output of the previous operation. Why the delay? Every gate or other device through which the current passes may result in a voltage drop or may slow the passage of the electrons. Some electronic elements operate much faster than others. For example, memory chips have 120ns, 80ns, or other ratings as a measure of the time it takes a piece of data to be received from the memory bank after such data is requested. A typical system may operate with "zero wait state" using 80ns chips, but will require "one wait state" if using 120ns chips. "ns" is a nanosecond, one millionth of a second. Thus, 40ns corresponds to a frequency of 25MHz.

Computer programmers and designers work with "bits," "bytes," and "words." Most of us know that a "bit" is a single on (+5 volts) or off (zero/ground volts) signal - i.e., "1 or 0," and that a "byte" consists of eight bits. But, how long is a "word?" Bob explained that it may be any predefined number of bits or bytes. For example, the older computers using Intel's 8086 "chips" used 8-bit "words,"

whereas the current Intel 80386 chips utilize 32-bit "words."

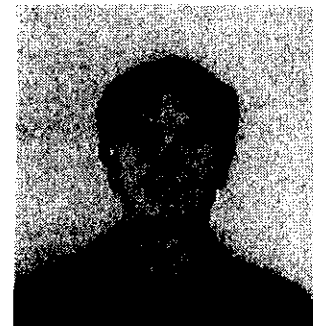
Bob presented several drawings that showed the essential elements of his "simple" microprocessor. He briefly explained the meaning of a 32-bit internal data path and 16-bit external data path, similar to the design of the Intel 80386SX microprocessor. He also explained the concept of an "interrupt" that is so often noted when reading about DOS, batch files, and the like.

For the most part, IBM-compatible computer systems use a standardized set of "micro-instructions." If this were not the case, there would be utter chaos with software having to be designed individually for each specific computer. These standardized "micro-instruction sets" are "programmed" into the ROM, but not always in the same place on the ROM chip. Bob's "simple" microprocessor's ROM program required a book nearly 1/2 inch thick to record the "lines" of the program and their descriptions.

In answer to a question as to where a person could get a good, but relatively easily understood, course in digital circuitry and computer design, Bob stated that he was going to conduct a seminar series over the next several weeks on Sunday afternoons starting at 1:00 p.m. in the SIG meeting room. The group attending the Hardware SIG felt that Bob was a good instructor who would take whatever time was necessary to assure that all present understood. Although many people think it is not essential to understand the "inner" issues of the design of a microprocessor to use a computer or computer applications software, many may be interested in how a computer works internally. If you are one of these people come to the Sunday afternoon sessions and bring your questions. All are invited. ■

CANDIDATE

FOR TREASURER GEORGE MEFFERD



PERSONAL FINANCE SIG

Max Lockie



The Personal Finance SIG is presently in the middle of Quicken. This popular software package sells for less than \$40; helps many control their personal finances. If you ever wonder where your money is going, this is the way to take charge of finances.

The September meeting covered the loading of Quicken as well as building categories and accounts. Memorizing transactions, balancing of your checkbook and printing of checks was also covered.

The October meeting, that will be held on Tuesday, October 30, will continue exploring Quicken. The recently released Version 4.0 will be compared with the popular Version 3.0. On the surface, the addition of investment coverage is the most obvious.

In October, we will also cover accounts for assets, liabilities and Credit cards. Establishing and maintaining budgets will be covered as well as exploring the large selection of financial reports.

November will feature business application for Quicken. Use of "classes" for controlling of expenses will be included. Hope to see you at any or all of the meetings even if you missed one. ■

Batch File Basics

Michael Springer

By now, those who are following this series should have created at least one batch file and had the pleasure of watching the computer do one's bidding. An example of a batch file, a planning technique and methods of creating batch files including a key-by-key example have been provided, so what is keeping you from doing it? Few people can learn this stuff by osmosis, so get out and do!

Having a few tools handy can make batch file programming a lot easier. But, let's not stop there. Let's strive to make batch file programming fun. We need to push the odds in our favor so that there is more satisfaction than frustration. The following list is intended to provide a guideline for tools that you might gather:

Text editor -

— full screen editor that creates ASCII files (TED, QEDIT, TEDIT, Norton Editor, SideKick or other)

or

2nd choice - word processor which can be made to save files in pure ASCII.

— Be sure that it is in a directory listed in the PATH.

Directory tree -

— A diagram of the directory structure of all hard drive partitions either hand-drawn or produced by a utility program such as VTREE.COM from *PC Magazine*. Alternative - print screen of directory display from a DOS shell program such as XTree, PC Tools or others.

Books about DOS and batch files -

— 3rd party books that you have read or skimmed, preferably with your own marks and highlighting of key points; content presented at a level at which you are comfortable. Elementary books with examples, such as *RUNNING MS-DOS* by Van Wolverton, are great. *PC Magazine's DOS PowerTools* is a wealth of knowledge, but not for the faint of heart.

— DOS manual for the specific syntax of the commands available in your DOS version.

Utility programs that do what DOS doesn't do -

— Small XXX.COM files that perform simple tasks that add to the capabilities of batch files. Available as freeware or public domain software, collections of batch file utilities can be obtained from many BBSs and shareware libraries. *PC Magazine's* collection comes with the book *DOS PowerTools* and usually with a new subscription to the magazine.

Notebook -

— Looseleaf binder, steno pad or spiral-bound notebook. Looseleaf preferred because you can save printouts with other notes that you make before, during and after developing a batch file. Use print screen liberally to document the progression of the content of a batch file as well as the operation of the various progress levels. Take notes when you find particularly good information in one of your reference books. Taking notes reinforces the learning process and improves retention.

— Magazine articles dealing with batch file or DOS hints, tricks and undocumented features can be stored in or with your notebook. Photocopies of good articles are great if you don't like to tear your magazines apart. Copying one or two critical lines from an article (with your own description of how and when to use) might be sufficient in lieu of photocopying.

Unfortunately, I have not found a ready-made batch file programmer's toolkit. Maybe that is actually good. My toolkit and your toolkit don't have to and probably should not be exactly the same. We have different tastes, reasons for writing batch files, versions of DOS and computer setups. But each of us can avoid reinventing the wheel by sharing discoveries that we already have made. Come to the DOS SIG and join in the discussions and presentations. ■

WE WELCOME THESE NEW MEMBERS

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Edward Eales	Sharon Raustadt	
David Haddad	Ron Ross	

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Ronald Blalack	Alicyn Griawold	Anne Perrah
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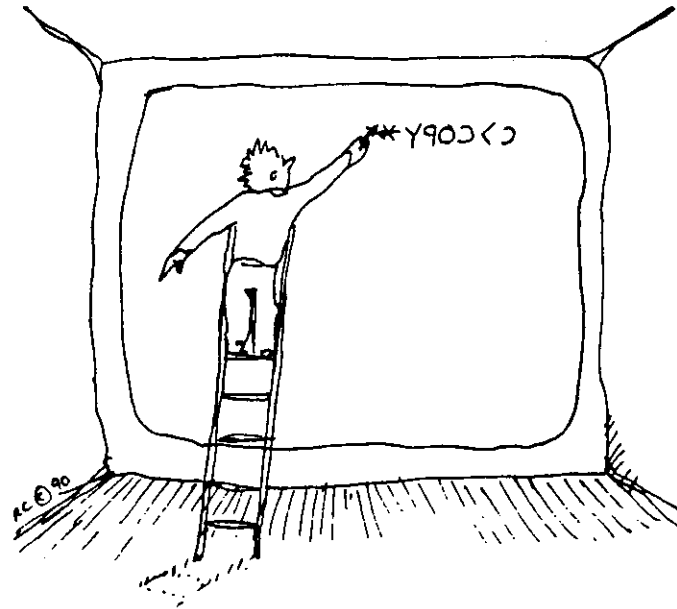
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How computer monitors work.

OICIPUG SEPTEMBER, 1990 FINANCIAL REPORT

Toni Massoth, Treasurer

	Unrestricted Funds	Tim Smith Fund
Cash Balance Sept. 01, 1990	\$8,485.13	\$3,998.99
CASH RECEIPTS:		
Advertising	951.00	
Membership Dues-New	711.00	
Membership Dues-Renewal	1,962.00	
Total Cash Receipts	\$3,624.50	
CASH DISBURSEMENTS:		
Insurance -Liability (1yr)	\$1,538.25	
Meeting-Bd of Directors	33.67	
Postage-Other	175.00	
Postage-Newsletter	150.00	
Printing-Other	243.00	
Printing-Newsletter	874.12	
Rent-SIG-Other	767.00	
Supplies-Other	10.33	
Total Cash Disbursements	\$3,791.37	
NET CHANGE IN CASH BALANCE	\$<166.89>	
CASH BALANCE SEPT. 30, 1990	\$8,318.26	\$3,998.99

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OCIPUG Phone numbers

BBS Public Line (1200/2400)	843-0388
BBS Members only (1200/2400)	843-9248
OCIPUG Info & Message line	843-2048

OCIPUG General Meeting Dates 1990

Our General Meetings are held on the last Saturday of each month except when there is a conflict with a major holiday (asterisked months in list below).

October 27

*** November 17**

*** December 15**

Membership Form

Bring to General Meeting or mail to return address on the back cover

New Renewal Information Update Date: _____

Have you ever been a member of OCIPUG? ___ If so, what is your member number: _____

Individual Membership \$36.00 per year Family Membership \$45.00 per year

Amount Enclosed: \$ _____

Title: Mr., Mrs., Ms., Dr. (Circle One)

Occupation: _____

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I consider myself to be: Beginner Intermediate Advanced

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